

# Outgoing order

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# Introduction

Following shows a sample window.

The chapter describes features available within the window.

warehouse-outgoing-en.png

# Create order

Click "New outgoing order" on upper right corner of outgoing-order table

Outgoing order

New outgoing order





10





Enter search keyword

| Document |                                                                                       | Reference | Entity  | Estimate date | Item count |                                                                                                                                                                                                                                                                                                                                                 |
|----------|---------------------------------------------------------------------------------------|-----------|---------|---------------|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 300012   | ✓                                                                                     | SO#74611  | CASUS1  | 9/15/2021     | 1          |                                                                                        |
| 300010   | ✓                                                                                     | 2143124   | CASUS1  | 1/7/2020      | 2          |                                                                                        |
| 300006   | ✓                                                                                     | he        | CCIOUS2 | 12/16/2019    | 1          |                                                                                        |
| 300003   |                                                                                       | SO#200002 | CCIOUS2 | 10/31/2019    | 15         |     |
| 300002   | ✓  | SO#200001 | CASUS1  | 3/29/2019     | 2          |                                                                                                                                                                                                                                                            |
| Document |                                                                                       | Reference | Entity  | Estimate date | Item count |                                                                                                                                                                                                                                                                                                                                                 |

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Enter order data, then click "Submit".

Click "+ Add" to add items into order

## New outgoing order



Document

?????

Reference

Date

3/31/2022



Staff

Someone McGuest

Via

Warehouse

main warehouse



Entity

CASUS1 (California Sup



External address

Lisa Mckowski  
130 Boston Street  
Los Angeles  
California  
US 90201



+ Add

 Submit

# Process order

Click "Process" button on the right of order

Outgoing order

New outgoing order

10

Enter search keyword

| Document |   | Reference | Entity  | Estimate date | Item count |  |
|----------|---|-----------|---------|---------------|------------|--|
| 300012   | ✓ | SO#74611  | CASUS1  | 9/15/2021     | 1          |  |
| 300010   | ✓ | 2143124   | CASUS1  | 1/7/2020      | 2          |  |
| 300006   | ✓ | he        | CCIOUS2 | 12/16/2019    | 1          |  |
| 300003   |   | SO#200002 | CCIOUS2 | 10/31/2019    | 15         |  |
| 300002   | ✓ | SO#200001 | CASUS1  | 3/29/2019     | 2          |  |
| Document |   | Reference | Entity  | Estimate date | Item count |  |

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Enter order data and then click "Submit"

# Outgoing order #300003



Document

300003

Reference

SO#200002

Date

10/31/2019



Staff

Someone McGuest

Via

Warehouse

main warehouse



Entity

CCIOUS2 (California Cus)



External address

Henry Roosevelt  
150 Austin Street  
Los Angeles  
California  
US 90202



Item

A0001

Description

Product A



Processed

0

Bin

Z1R1B2



+ Add

Submit

# View order

Click "View" button on the right of order

Outgoing order

New outgoing order

10

Enter search keyword

| Document |   | Reference | Entity  | Estimate date | Item count |  |
|----------|---|-----------|---------|---------------|------------|--|
| 300012   | ✓ | SO#74611  | CASUS1  | 9/15/2021     | 1          |  |
| 300010   | ✓ | 2143124   | CASUS1  | 1/7/2020      | 2          |  |
| 300006   | ✓ | he        | CCIOUS2 | 12/16/2019    | 1          |  |
| 300003   |   | SO#200002 | CCIOUS2 | 10/31/2019    | 15         |  |
| 300002   | ✓ | SO#200001 | CASUS1  | 3/29/2019     | 2          |  |
| Document |   | Reference | Entity  | Estimate date | Item count |  |

1 ~ 5 / 5

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Order modal appears

## Outgoing order #300003



Document

300003

Reference

SO#200002

Date

10/31/2019



Staff

Someone McGuest

Via

Warehouse

main warehouse



Entity

CCIOUS2 (California Cusi



External address

Henry Roosevelt  
150 Austin Street  
Los Angeles  
California  
US 90202

Item

A0001

Description

Product A

Processed

14

Bin

Z1R1B2



View PDF

# Upload document

Click "Upload" button on right of the order

Outgoing order

New outgoing order

10

Q

Enter search keyword

| Document |   | Reference |  | Entity  |  | Estimate date |  | Item count |                                                         |
|----------|---|-----------|--|---------|--|---------------|--|------------|---------------------------------------------------------|
| 300012   | ✓ | SO#74611  |  | CASUS1  |  | 9/15/2021     |  | 1          | <div><div></div><div></div><div></div></div>            |
| 300010   | ✓ | 2143124   |  | CASUS1  |  | 1/7/2020      |  | 2          | <div><div></div><div></div><div></div></div>            |
| 300006   | ✓ | he        |  | CCIOUS2 |  | 12/16/2019    |  | 1          | <div><div></div><div></div><div></div></div>            |
| 300003   |   | SO#200002 |  | CCIOUS2 |  | 10/31/2019    |  | 15         | <div><div></div><div></div><div></div><div></div></div> |
| 300002   | ✓ | SO#200001 |  | CASUS1  |  | 3/29/2019     |  | 2          | <div><div></div></div>                                  |
| Document |   | Reference |  | Entity  |  | Estimate date |  | Item count |                                                         |

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Upload file, then click "Close"

Employee ▼System ▼

Upload lading document

Drop files here to upload

Drag file into above boxes to upload.

Close

100

PO#1000004

11/27/2021

# Void order

Click "Void" button on right of the order

Outgoing order

New outgoing order





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Enter search keyword

| Document |                                                                                      | Reference | Entity  | Estimate date | Item count |                                                                                                                                                                                                                                                             |
|----------|--------------------------------------------------------------------------------------|-----------|---------|---------------|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 300012   | ✓                                                                                    | SO#74611  | CASUS1  | 9/15/2021     | 1          |    |
| 300010   | ✓                                                                                    | 2143124   | CASUS1  | 1/7/2020      | 2          |    |
| 300006   | ✓                                                                                    | he        | CCIOUS2 | 12/16/2019    | 1          |    |
| 300003   |                                                                                      | SO#200002 | CCIOUS2 | 10/31/2019    | 15         |    |
| 300002   | ✓  | SO#200001 | CASUS1  | 3/29/2019     | 2          |                                                                                                                                                                         |
| Document |                                                                                      | Reference | Entity  | Estimate date | Item count |                                                                                                                                                                                                                                                             |

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When order modal appears, click "Void" button to confirm

## Outgoing order #300010



Document

300010

Reference

2143124

Date

1/7/2020



Staff

Someone McGuest

Via

312321132

Warehouse

main warehouse



Entity

CASUS1 (California Sup



External address

Lisa Mckowski  
130 Boston Street  
Los Angeles  
California  
US 90201

Item

COCA-COLA-2L

Description

Coca-Cola 2 liter bottle

Processed

2

Bin

Z1R1B2



Void