

Outbound Processes

The outbound process is divided into several types of orders.

- **Delivery orders.** The delivery order shows the outbound process from the customer perspective. In the delivery order is defined which material should be delivered to which customer.
- **Picking orders.** The picking order shows the outbound process from the warehouse view. In the picking order is defined which material should be taken from which storage location.
- **Shipping orders.** The shipping order shows the outbound process from the carriers view. In the shipping order is defined which packets should be forwarded.

These types are generally independent from each other. A Picking order or Shipping order can for example be done without a delivery order. The generation of a shipping is optional and can be deactivated in the order strategy.

The standard process starts with a delivery order. This is entered via interfaces or manual in a dialogue of the application. Based on this delivery order and the related strategy, one or more picking order will be generated. After processing the picking orders all packets will be combined in a shipping order.

Contents

1 Ordering from stock.....	2
2 Assemble Picking Order.....	3
2.1 Automatic creation of Picking Order.....	3
2.2 Manually create Picking Order.....	3
3 Picking.....	4
3.1 Mobile Dialog.....	4
4 Shipping.....	7
4.1 Mobile Dialog.....	7
4.2 Configuration.....	8
5 Printable forms.....	8
5.1 Delivery Note.....	8
5.2 Packet List.....	8
5.3 Content List.....	9
6 Data.....	10
6.1 Orders + Positions.....	10
6.2 Picking Orders + Positions.....	12
6.3 Picking Unit Loads.....	13
6.4 Shipping Orders + Positions.....	14

Outbound Processes

myWMS – Release 2

1 Ordering from stock

The first step of outbound processes is to create orders. These can be automatically transferred via an interface of an ERP system or can be entered manually.

To manually create a stock order to open the menu item '**Window – Create Order**'.

Description of the fields:

Client: Selection of the client whose goods are to be delivered.

Order Number: Enter a reference number for your order here. For example it can be a reference to an ERP system. It will be recorded as '*External No.*'.

Target Location: Refers to the assembly location or goods out gate, on which the goods are to be provided.

Order Strategy: Select the strategy to process the order.

Document: Here you can add a particular document to the shipping documents by specifying the URL of a network resource.

Label: As the indication of a document, a special shipping labels can be provided as a network resource.

Item List: Use the item list to specify the lines of the order.

Lot: Selection of the lot.

Item data: Selection of the item data.

Amount: Specify the desired amount

Description of functions:

Create Order: After all items of the order are entered, the order will be generated.

Create and Start Order: After all items of the order are entered, the order will be generated and a picking order will be calculated with the automatic settings.

Outbound Processes

myWMS – Release 2


2 Assemble Picking Order

Once an order has been written, it is possible to generate picking automatically. Alternatively, it is also possible to create the picking manually.

2.1 Automatic creation of Picking Order

While receiving order from web service interface these are processed automatically, i.e. picking orders are generated. That is at least in the standard implementations of myWMS.

It can also be started later when entering the further order data by specifying additional parameters. Even so, several customer orders can be combined into one picking order.

The screenshot shows a software window titled 'Start Customer Order' with a standard Windows-style title bar (minimize, maximize, close buttons). Inside, there's a 'Steps' list on the left with two items: '1. Data' and '2. Additional Content'. The main area is titled 'Step 1 of 2' and contains several input fields: 'Prio' with a dropdown menu showing '50', 'Destination' with a text box containing 'Goods-Out' and a three-dot menu button, and 'User' with a text box and a three-dot menu button. Below these are three radio button options: 'Release picking order' (which is checked), 'Create picking orders with strategy', 'Create one picking order per customer order', and 'Create only one picking order'. At the bottom of the window are five buttons: '< Back', 'Next >', 'Finish', 'Cancel', and 'Help'.

Description of the fields:

Priority: The priority of the picking order.

Target location: The target location of the picking order.

User: If a user is specified here, the picking order will be reserved for this user.

Release picking order: Picking orders are released directly for editing.

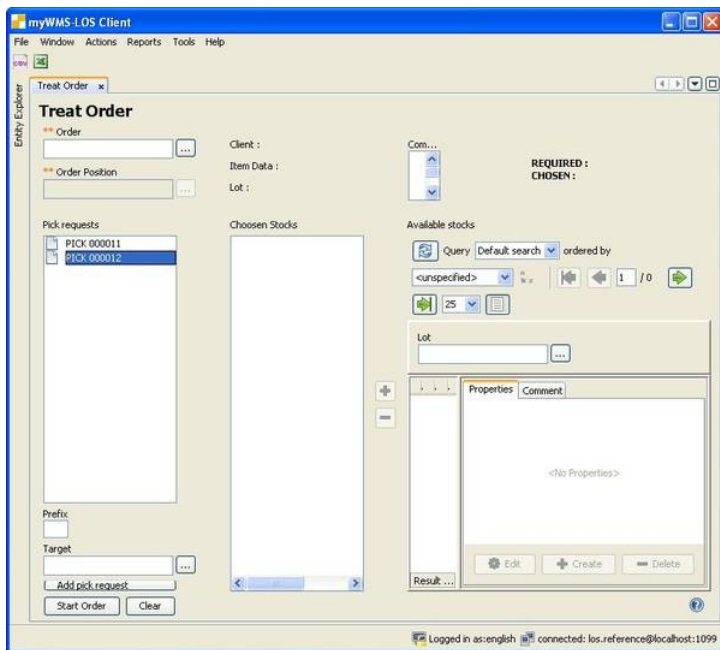
Combine Customer Orders: If this option is activated, the selected delivery orders will be mixed up in a picking order. **Attention!** With this option the picking order is losing its connection to the delivery order. Status or amount-information will not be transported back to the delivery order.

2.2 Manually create Picking Order

For manual assembled picking orders open the menu item '**Window – treat order**'.

Outbound Processes

myWMS – Release 2



Description of the terms used in the dialog:

Order: Select the order to be picked. You'll only get pre-filtered orders, for which the manual assembly was provided. The associated client is automatically given by myWMS on the right.

Position: First select an order. myWMS will provide only the positions of the selected client. The item data, the lot and the amount information are displayed on the right. The available stock items are listed, showing lot, unit load, storage location and the available amount.

Prefix: To identify the picking order in the further processes, you can precede characters to the picking order.

After selection of the picking position or stock unit, you can select or deselect the stock units from which the ordered items should be picked.

Description of functions:

Start Order: Are all picking orders and positions processed, this action will start them.

3 Picking

In logistics the process of putting together a customer order or a production order from different goods out of a whole assortment is called: Picking. A picker puts therefore the customer production order together in a warehouse system.

With this dialog you can work on the on the picking order.

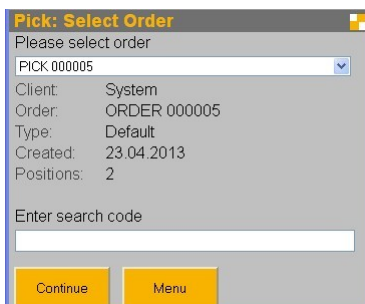
3.1 Mobile Dialog

After login on the mobile application, select the function '**Picking**'.

Outbound Processes

myWMS – Release 2

Here you get a list with all picking orders to select from, that have not been finished. Choose the one you want to process.



Pick: Select Order

Please select order

PICK 000005

Client: System

Order: ORDER 000005

Type: Default

Created: 23.04.2013

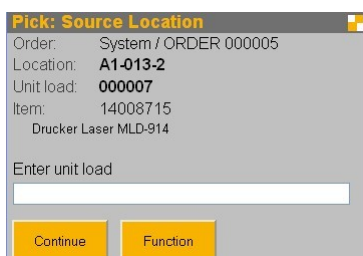
Positions: 2

Enter search code

Continue Menu

For the selected picking order, you will be guided optimal to the locations.

First you have to identify the unit load from which will be picked.



Pick: Source Location

Order: System / ORDER 000005

Location: A1-013-2

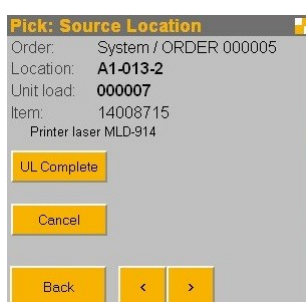
Unit load: 000007

Item: 14008715

Drucker Laser MLD-914

Enter unit load

Continue Function



Pick: Source Location

Order: System / ORDER 000005

Location: A1-013-2

Unit load: 000007

Item: 14008715

Printer laser MLD-914

UL Complete

Cancel

Back < >

The button '**Function**' displays additional functions.

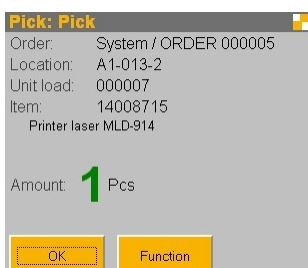
Previous, Next: Navigating in the positions of the picking order.

Unit Load Complete: The target unit load is full. You will be prompted to change the unit load

For the remaining positions, a new picking order will be created.

Cancel: Cancel the processing of picking. This function is only active as long as no picking has been posted.

In this mask the picker confirms the pick.



Pick: Pick

Order: System / ORDER 000005

Location: A1-013-2

Unit load: 000007

Item: 14008715

Printer laser MLD-914

Amount: 1 Pcs

OK Function



Pick: Pick

Order: System / ORDER 000005

Location: A1-013-2

Unit load: 000007

Item: 14008715

Printer laser MLD-914

UL Complete Missing

Cancel

Back < >

The button '**Function**' displays additional functions.

Previous, Next: Navigating in the positions of the picking order.

Outbound Processes

myWMS – Release 2

Unit Load Complete: The target unit load is full. You will be prompted to change the unit load.

For the remaining positions, a new picking order is created.

Cancel: Cancel the processing of picking. This function is only active as long as no withdrawal has been posted.

Missing: Select this function if there is not enough material.

You will then be prompted to enter the picked amount.

After all items have been processed, the user is asked to bring them to the target location.



The dialog box titled "Pick: Target Location" displays the following information: Order: System / ORDER 000005, Unit load: 000013, and Target Location: Goods-Out. It features a text input field labeled "Enter Target Location" and two buttons at the bottom: "Continue" and "Label".

After scanning the target location the picking is finished.


Using the function '**Label**', a label for the picking unit load can be read, generated or printed.

With scanning the printer, the label can be printed on this printer.

Note! In the configuration of the server must be ensured that the content of the scanned code printer is the name of a suitable printer. The default print format is PDF.



The dialog box titled "Pick: Label" displays the following information: Order: System / ORDER 000005, Unit load: 000013. It features a text input field labeled "Scan Label" and two buttons at the bottom: "Print" and "Generate Label".



The dialog box titled "Pick: Printer Selection" displays the following information: Order: System / ORDER 000005, Unit load: 000014. It features a text input field labeled "Scan Printer" and two buttons at the bottom: "Continue" and "Skip".

Special procedures:

If there are items with serial number handling, the picker is asked to enter the picked serial number.



The dialog box titled "Pick: Serial" displays the following information: Order: System / ORDER 000009, Location: A1-013-2, Unit load: 000007, Item: 14008715, Printer laser MLD-914, and Amount: 1 / 2. It includes a note: "For this item serial numbers have to be recorded. Enter one for every picked item." Below this is a text input field labeled "Enter Serial Number" with a "Pcs" unit indicator. At the bottom are "Continue" and "Cancel" buttons.

Outbound Processes

myWMS – Release 2

Complete Unit Loads:

With the complete unit load picking a complete pallet will be taken. The difference is that this will not move amounts into a picking cart. The unit load will be taken as a whole.

After confirming such a position the user is asked to bring the unit load directly to the target location.

4 Shipping

Accordingly, whether it is an internal, such as for production, or external picking, shipping of the picked goods is done or not. You get a list of all unfinished shipping orders to choose from. Choose from this list the shipping order that should be processed.

4.1 Mobile Dialog

After logging on to the mobile application, select the function '**Shipping**'.

Here you get a list of all unfinished shipping orders to choose from. Choose from this list of the shipping order that should be processed.



In the title bar is indicated how many unit loads belong to the shipping order and how many you have already scanned.



In this screen there is always displayed a unit load belonging to the shipping order. It is not imperative that you work through the unit loads in the proposed order. You can use any unit load, belonging to the shipping order. If you scan a unit load, which is not part of the shipping order, an appropriate error message will be displayed.

This screen is displayed again until all unit loads were scanned.

The function '**Info**' will always bring more information about the current shipping order.

Outbound Processes

myWMS – Release 2



After finishing all unit loads of the shipping order, a conclusion screen is shown.

4.2 Configuration

System Properties

SHIPPING_RENAME_UNITLOAD: Unit loads are renamed during shipping. This is necessary if unit load is to be reused.

SHIPPING_LOCATION: Unit loads which are ready for shipping are transferred to this (logical) storage location. If no value is specified, no transfer.

5 Printable forms

5.1 Delivery Note

The delivery note is printed for a delivery order. It shows all items, that have been collected for the order.

Delivery Note			
		Order:	ORDER-000007
		Date:	Oct 18, 2019
Mia Mustermann			
Heinrich 541			
5524 München			
#	Item	Name	Amount
1	14000715	Drucker Laser M20-014	2 Stk
		Dr. 004712	
		Dr. 004713	
2	14000724	Papier A4 (80g)	2 Pack
3	14000725	Papier A4 (120g)	2 Pack

5.2 Packet List

The packet list shows all packets that have been collected for an order. It can be called for delivery orders, shipping orders or picking orders.


Outbound Processes

myWMS – Release 2

Packet List			
		Order: GOUT-000004	
		Date: Oct 18, 2019	
Max Mustermann			
Hauptstr. 543			
5204 Musterstadt			
Label	Item	Name	Amount
000015			
14000715	Drucker Laser M2-D-014		2 Stk
	SN: 00A0712		
	SN: 00A0713		
000016			
14000724	Paper A4 (80g)		2 Pack
14000725	Paper A4 (120g)		2 Pack
000017			
14000411	Toner schwarz		1 Stk
	Lot: 1382		
14000724	Paper A4 (80g)		5 Pack

5.3 Content List

The content list shows the content of one unit load. It can be called for a unit load or picking unit load.

Content List		
		Label: 000017
		Order: ORDER-000005
		Date: Oct 18, 2019
		
Item	Name	Amount
14000411	Toner schwarz	1 Stk
14000724	Paper A4 (80g)	5 Pack

Outbound Processes

myWMS – Release 2

6 Data

6.1 Orders + Positions

Order Positions	Item Data	Item Name	Lot	Amount	State
ORDER 000005-1	14008715	Drucker Laser M	-/-	1	Picked (600)
ORDER 000005-2	14009724	Papier A4 (80g)	-/-	1	Processable (30)
ORDER 000006-1	14009724	Papier A4 (80g)	-/-	10	Processable (30)
ORDER 000006-2	14006411	Toner schwarz	-/-	1	Processable (30)
ORDER 000007-1	14009724	Papier A4 (80g)	-/-	10	Processable (30)
ORDER 000007-2	14006411	Toner schwarz	-/-	1	Processable (30)
ORDER 000011-1	14008712	Drucker Laser B	-/-	1	Processable (30)
ORDER 000012-1	14008712	Drucker Laser B	-/-	1	Processable (30)
ORDER 000012-2	14009724	Papier A4 (80g)	-/-	1	Processable (30)
ORDER 000013-1	14008715	Drucker Laser M	-/-	1	Processable (30)
ORDER 000013-2	14009724	Papier A4 (80g)	-/-	1	Processable (30)
ORDER 000014-1	14009724	Papier A4 (80g)	-/-	10	Processable (30)
ORDER 000014-2	14006411	Toner schwarz	-/-	1	Processable (30)
ORDER 000015-1	14009724	Papier A4 (80g)	-/-	10	Processable (30)
ORDER 000015-2	14006411	Toner schwarz	-/-	1	Processable (30)
ORDER 000019-1	14008712	Drucker	-/-	200	Raw (0)
ORDER 000022-1	14008712	Drucker	-/-	200	Raw (0)
ORDER 000023-1	14008712	Drucker	-/-	200	Raw (0)
ORDER 000024-1	14008712	Drucker	-/-	50	Raw (0)

Description of the fields:

Client: The client whose goods are to be delivered.

Order Number: The myWMS order number.

State: The state of operation of the order.

Priority: The priority to operate the order.

Deliverydate: The planned date of delivery.

Strategy: The strategy to process the order.

Customer: The number or name of the customer.

Address: The address of the customer. The address is printed on the delivery reports.

External No: A reference to an external system like the order number of an ERP system.

Destination: Refers to the assembly location or goods out gate, on which the goods are to be provided.

Document: A particular document to download from a network resource.

Label: A particular document to download from a network resource.

Started: Time when operation has been started. The first pick.

Finished: Time, when the operation has been finished.

Description of functions:

Start: Starts the calculation of picking

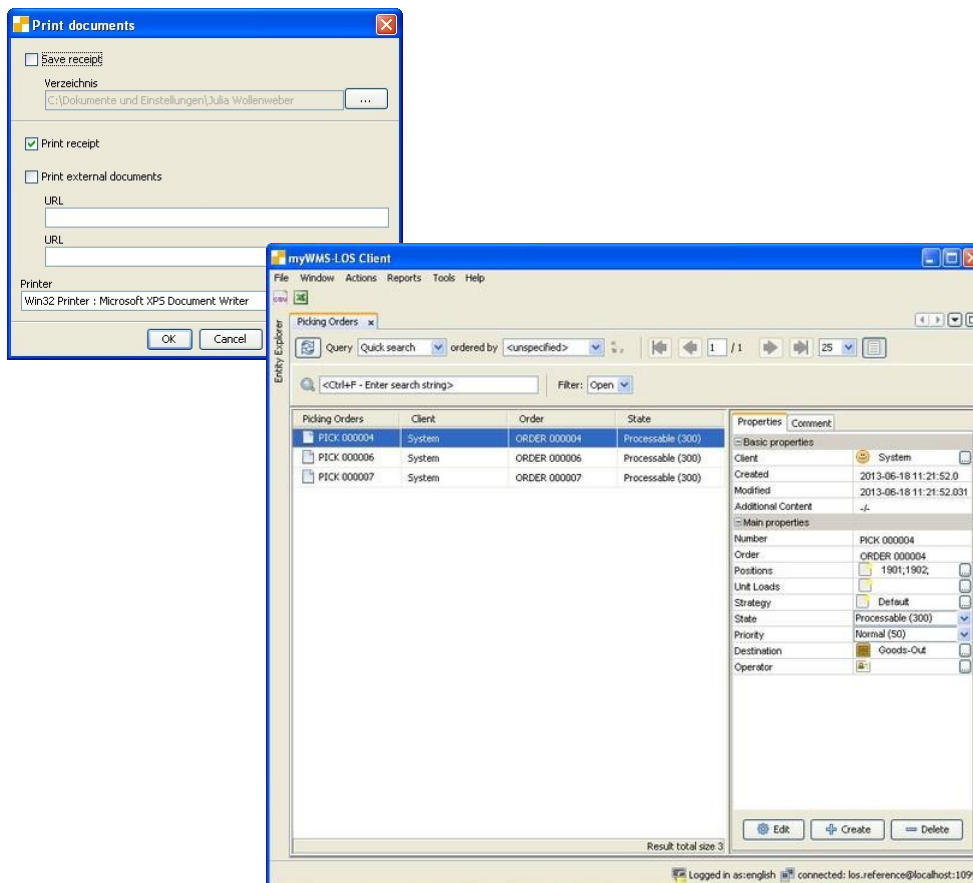
Outbound Processes

myWMS – Release 2

Finish: The order will be completed in the current state of processing. No posting of material is initiated by this function.

Remove: The order is deleted.

Print documents: Start printing the documents of the order. It can be specified which documents are to be issued on which printers. Alternatively the documents can be stored.



Description of the fields of the positions:

Client: Selection of the client whose goods are to be delivered.

Position Number: The myWMS order position number.

Order: The myWMS order number.

State: The state of operation of the order position.

Item data: The requested item data.

Lot: The requested lot. This is optional. If not specified, the system will lookup the lot.

Amount: The requested amount.

Picked Amount: The already picked amount for this position.

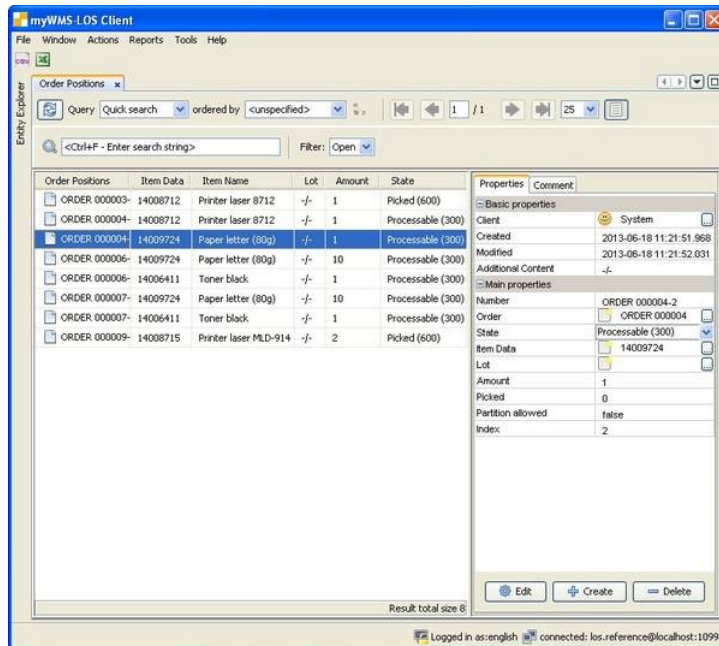
Outbound Processes

myWMS – Release 2

Started: Time when operation has been started. The first pick.

Finished: Time, when the operation has been finished.

6.2 Picking Orders + Positions



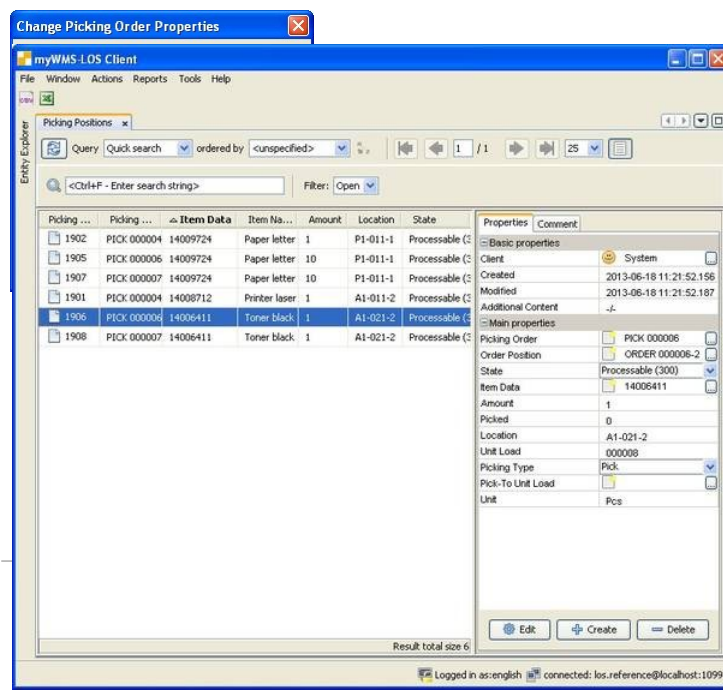
Description of functions:

Halt/Release: Stopping of picking is only possible as long as it is not reserved or in progress. Paused orders do not appear in selection lists of the handsets.

Finish: The order will be completed in the current state of processing. No posting of material is initiated by this function.

Remove: The order is deleted.

Change Properties: Some parameters can be changed for a picking order.

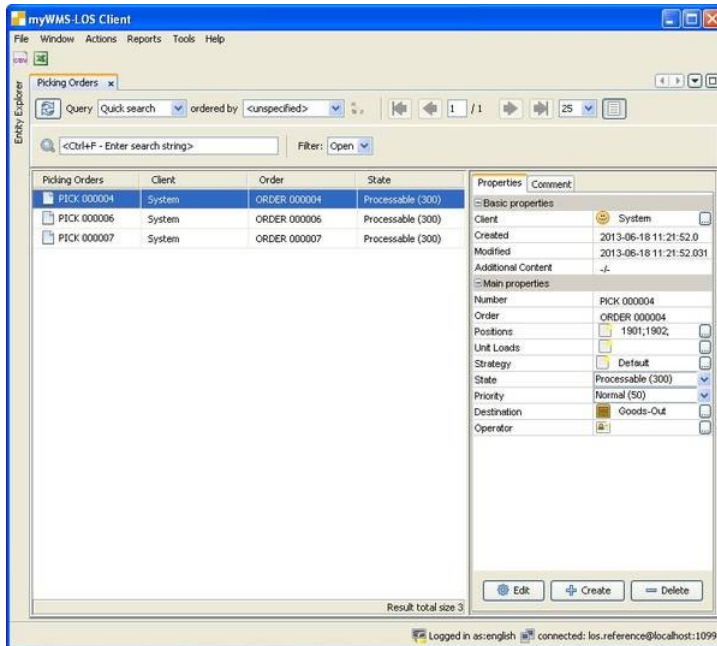


Outbound Processes

myWMS – Release 2

6.3 Picking Unit Loads

Picking unit loads or picking carts are unit loads that are used in the picking or packing processes.



Description of the functions:

Finish: The order will be completed in the current state of processing. No posting of material is initiated by this function.

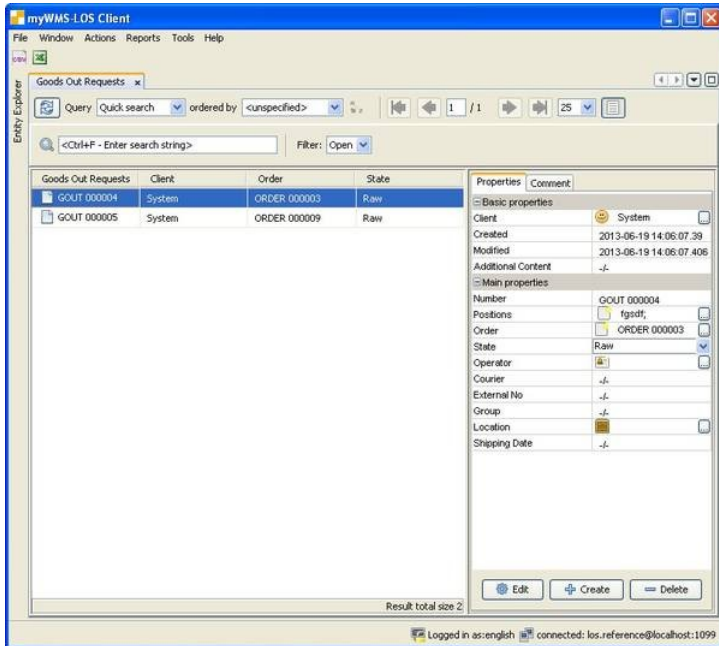
Create shipping order: Manually creating a shipping order for the picking unit load. This is only possible if there is no shipping order for the picking unit load and it's not done yet.

Print Packlist: Start the print of the packlist. The printer can be selected. It is possible to store the list as a file.

Outbound Processes

myWMS – Release 2

6.4 Shipping Orders + Positions



Description of functions:

Confirm: The shipping order will be completely receipt to the default values.

Finish: The order will be completed in the current state of processing. No posting of material is initiated by this function.

Remove: The order is deleted.

