

Metal Surcharges Added at Invoicing and Quoting

Process Instructions

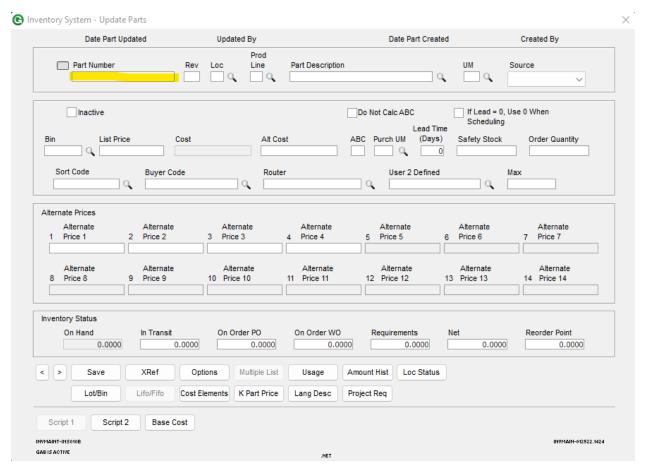
Written By: Ashley Collins

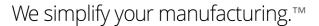
Inventory Module

Inventory > File > Inventory Parts > New

Inventory > File > Inventory Parts > Open

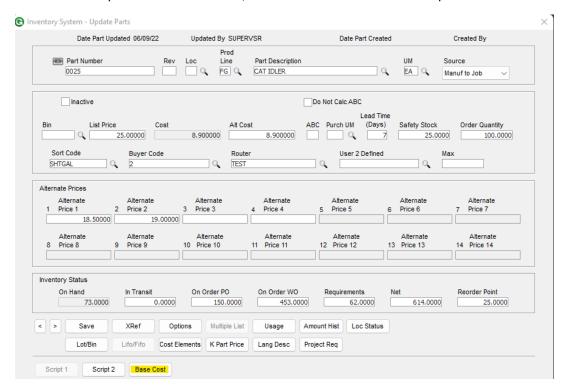
- 1. The user will need to select a part number by manually entering it or selecting it from the browser
 - a. If it is the New Part screen, the user will need to enter the new part number



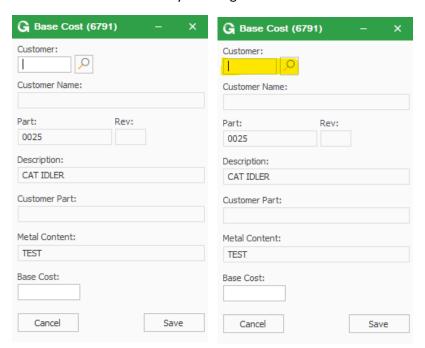


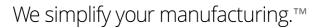


2. Once a part has been selected, click the 'Base Cost' button to open the custom screen



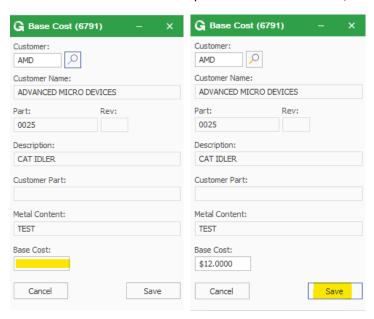
3. The screen below will open. The user will need to enter a customer by selecting it from the browser or manually entering the customer number and hitting enter



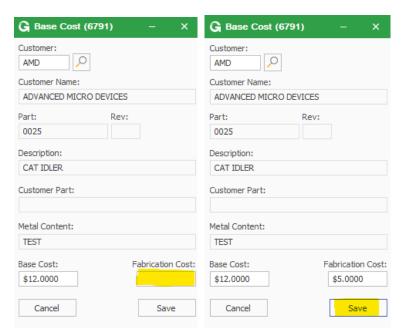




- 4. If a Base Cost has been entered for the selected customer, it will appear once the customer is entered. If not, the 'Base Cost' text box will be blank. The user can enter the Base Cost and click 'Save'
 - a. If the selected part is not a raw material, the user will only see the Base Cost text box



5. If the selected part is a raw material (Prod Line = 'RM'), the custom screen will also have a text box for the Fabrication Cost. The user will need to add the Fabrication Cost and click the 'Save' button

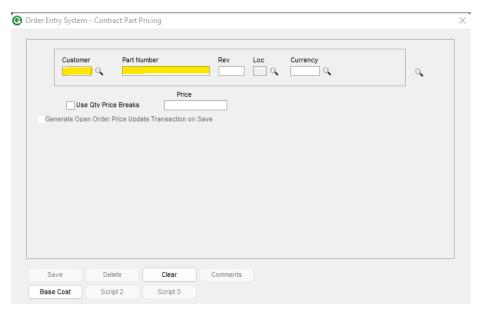




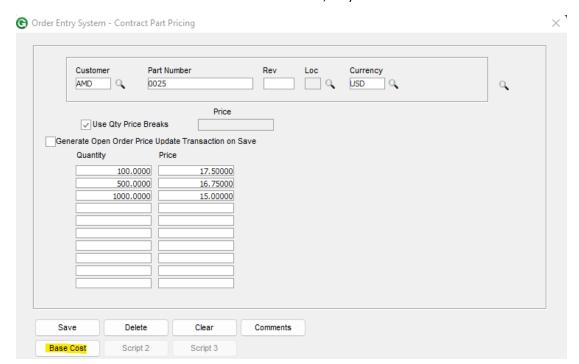
Order Entry Module

Order Entry > File > Contract Part Pricing

1. Select a Customer and Part in the Contract Part Pricing screen

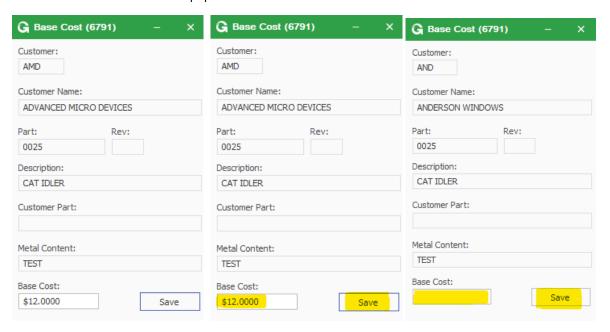


2. Once the user has selected a Customer and Part, they can click the 'Base Cost' button

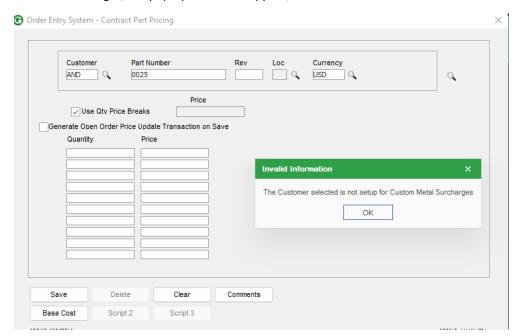


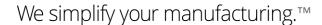


3. The custom screen below will open and allow the user to either modify or enter the Base Cost for the selected Customer/Part. If the Base Cost has already been entered for the Customer/Part, the screen will load with the Base Cost populated



4. If the user tries to enter a Base Cost for a Customer/Part, and the Customer is not setup for Metal Surcharges, the pop-up below will appear, and the user will not be able to enter the Base Cost



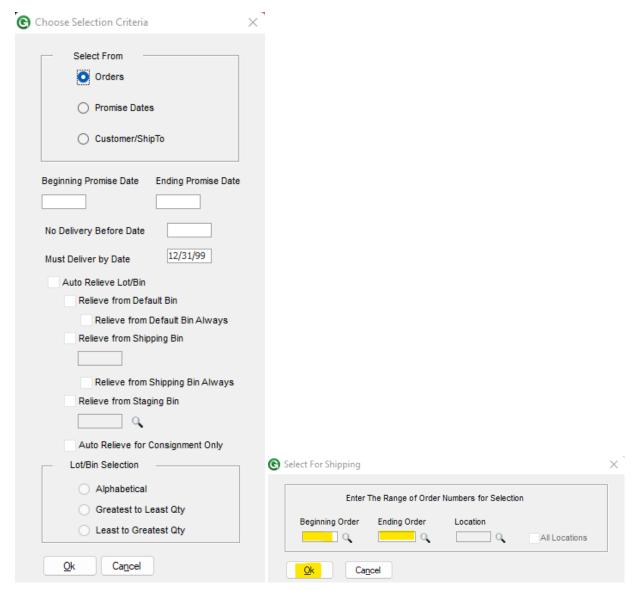


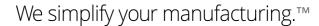


Shipment Module

Shipping & Receiving > Transactions > Shipments > New

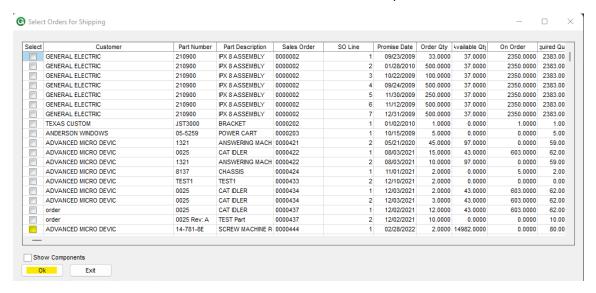
- 1. The user will need to choose the selection criteria and click 'OK'
- 2. The user will then need to enter a beginning and ending order and click 'OK'



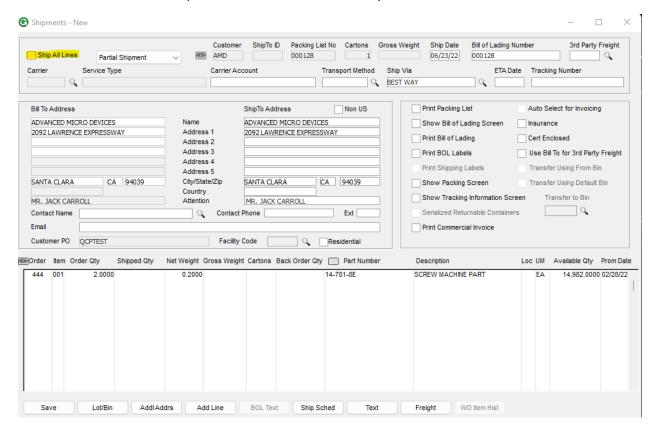




3. The user will then need to select a sales order for the new shipment

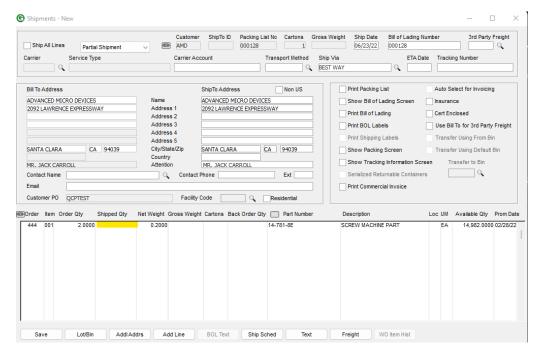


4. The user has the option to 'Ship All Lines' or do a partial shipment. The user will need to ensure all of the information on the shipment header is correct before they click 'Save'

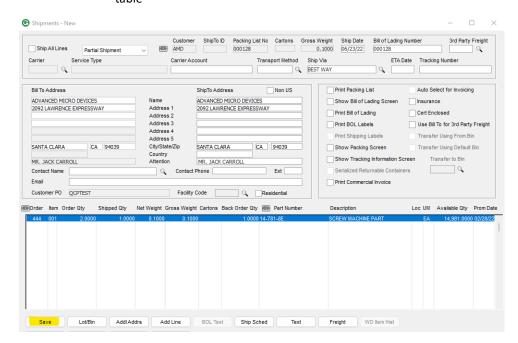




5. If the user is creating a partial shipment, they will need to enter the 'Shipped Qty' for the line



- 6. Once the user has confirmed all the information is correct, they will need to click 'Save' to create the shipment
 - a. The script will calculate the surcharge amount for the shipment when the user clicks save. A line, corresponding to line 750, will be added to the shipment and uploaded to the shipping charges table



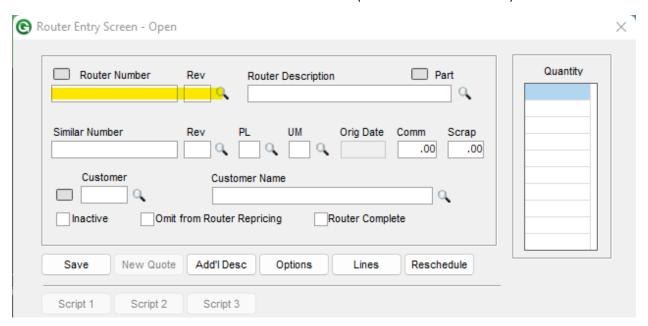


Routing Module

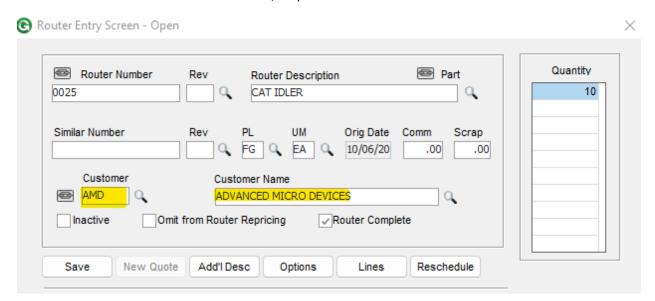
Estimating / Routing & Quote Management > File > Estimating/Standard Routers > New

Estimating / Routing & Quote Management > File > Estimating/Standard Routers > Open

1. The user will need to select a Router or Enter a Router (if in the New Router Screen)

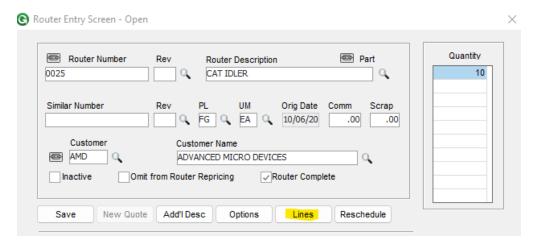


2. Once the user has selected the Router, they will need to ensure a Customer is selected

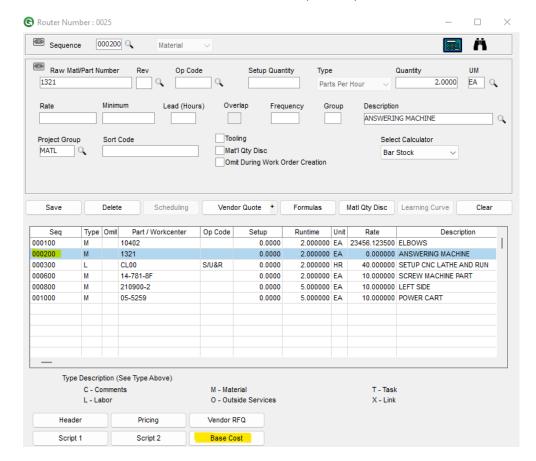




3. The user will then need to click the 'Lines' button

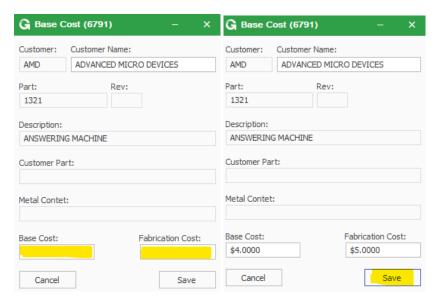


4. The user will need to enter a material line (if creating a new router) or select a material line from the grid below. Once the user enters, or selects the part, they will need to click the 'Base Cost' button

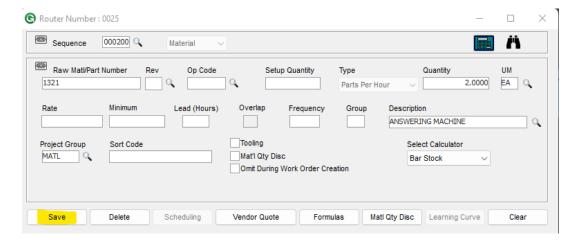




5. If a Base Cost and Fabrication have already been entered for the Customer/Part, the screen will load with those values populated. If the Base Cost and Fabrication Cost haven't been setup, the user can enter the costs. The user will need to click 'Save' once the costs are entered

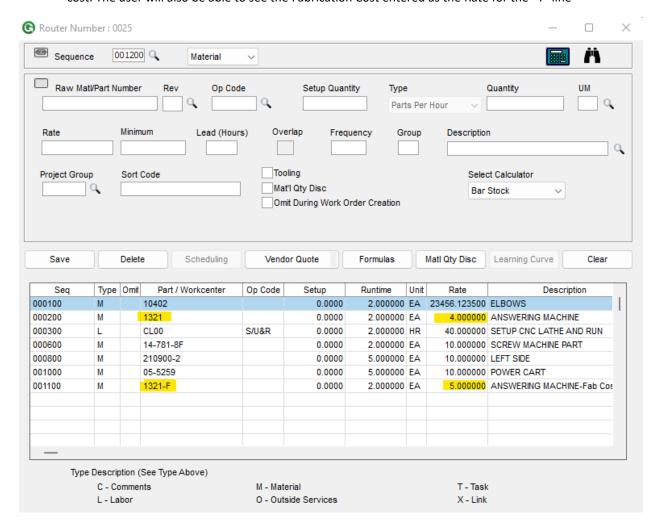


6. The user will need to click 'Save' on the Router Line to add the Base Cost rate to the router line and create the Fabrication Material Line





7. Once the router line has processed the Save, the user will see the original raw material with the Rate set to the Base Cost. The user will also see the raw material with the '-F' suffix to indicate it is the fabrication cost. The user will also be able to see the Fabrication Cost entered as the Rate for the '-F' line



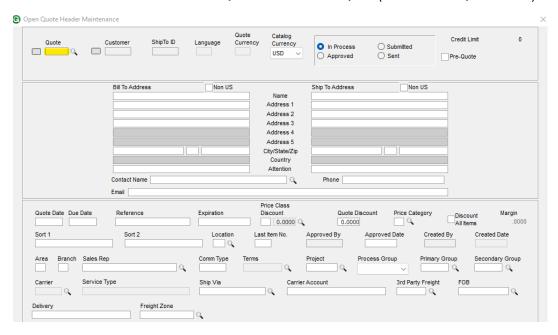


Quoting Module

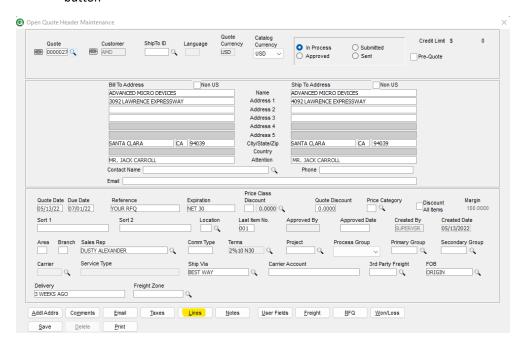
Estimating / Routing & Quote Management > File > Quick Quote > New

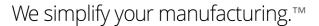
Estimating / Routing & Quote Management > File > Quick Quote > Open

1. The user will need to select a Quote or Enter a new Quote (if it's the new Quote screen)



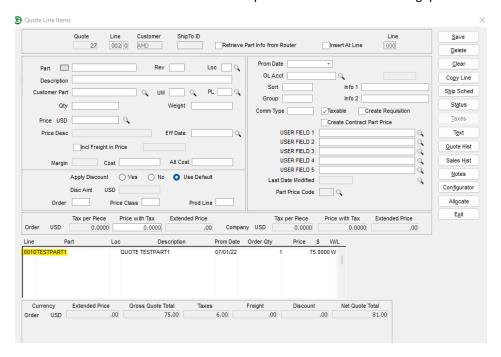
2. Once the user has entered the quote information, or selected an existing Quote, they can click the 'Lines' button



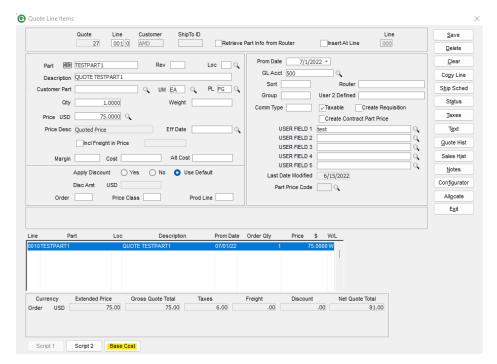


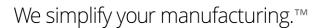


3. The user will need to either a new quote line or select and existing quote line



4. Once the user has entered, or selected an existing line, they can click the 'Base Cost' button







5. If the Customer/Part has an existing Base Cost, the screen will load with the Base Cost populated. The user can modify the Base Cost if needed. If the Customer/Part doesn't have an existing Base Cost, the user will be able to add it here. Once the Base Cost is entered, or updated, the user will need to click 'Save'

| G Base Cost (6791) - X |
|------------------------|
| Customer: |
| AMD |
| Customer Name: |
| ADVANCED MICRO DEVICES |
| Part: Rev: |
| TESTPART1 |
| Description: |
| QUOTE TESTPART1 |
| Customer Part: |
| Metal Content: |
| Base Cost: |
| <u></u> |
| Cancel |