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# *Inventrax-Administration*

## *Ver 1.0*

## *Operational Manual*

**Document Type** : Operational Manual

**Description** : Operational Manual for Falcon Administration

**Issue Date** : 25th August 2014

**Originator** : Purnima P.

**Document State** : Version 0.1

**File Location** :

| Ver. | Description of Change | Date/Time | Author | Reviewed by |
|---|---|---|---|---|
| 0.1 | Initial Draft | 25th Aug 14 | Purnima P | |
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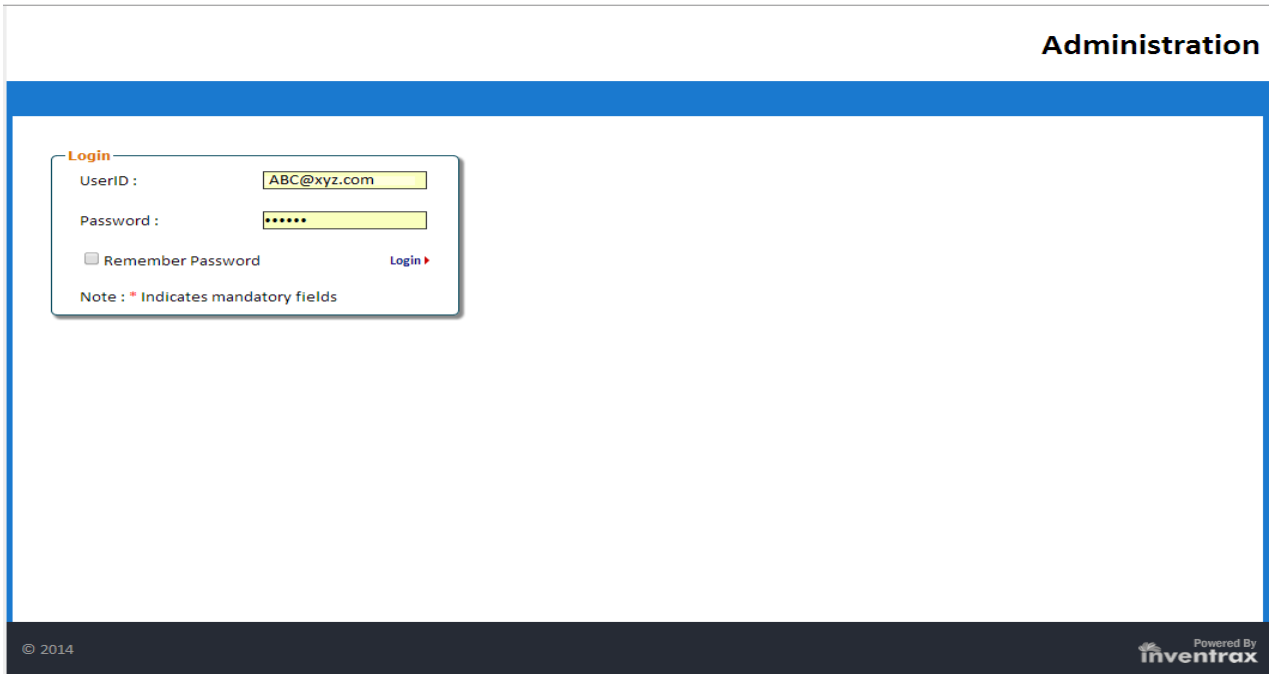
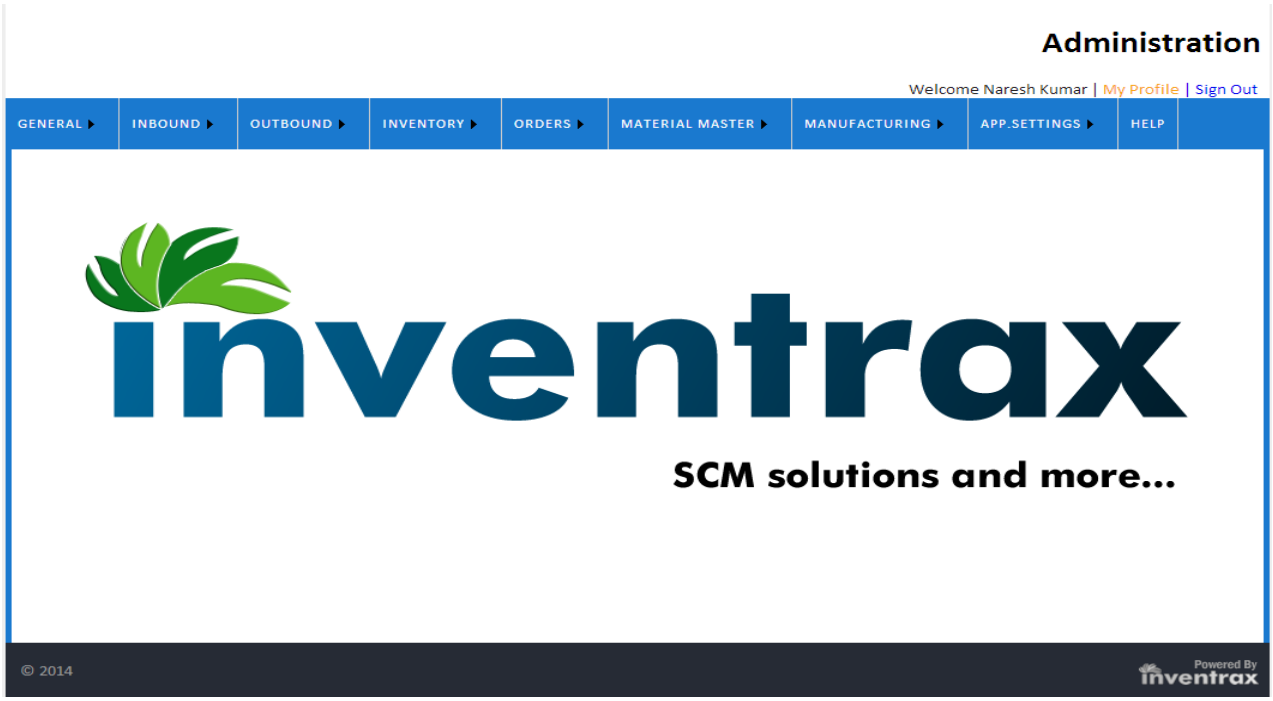
# ADMINISTRATION:

## Admin Login:



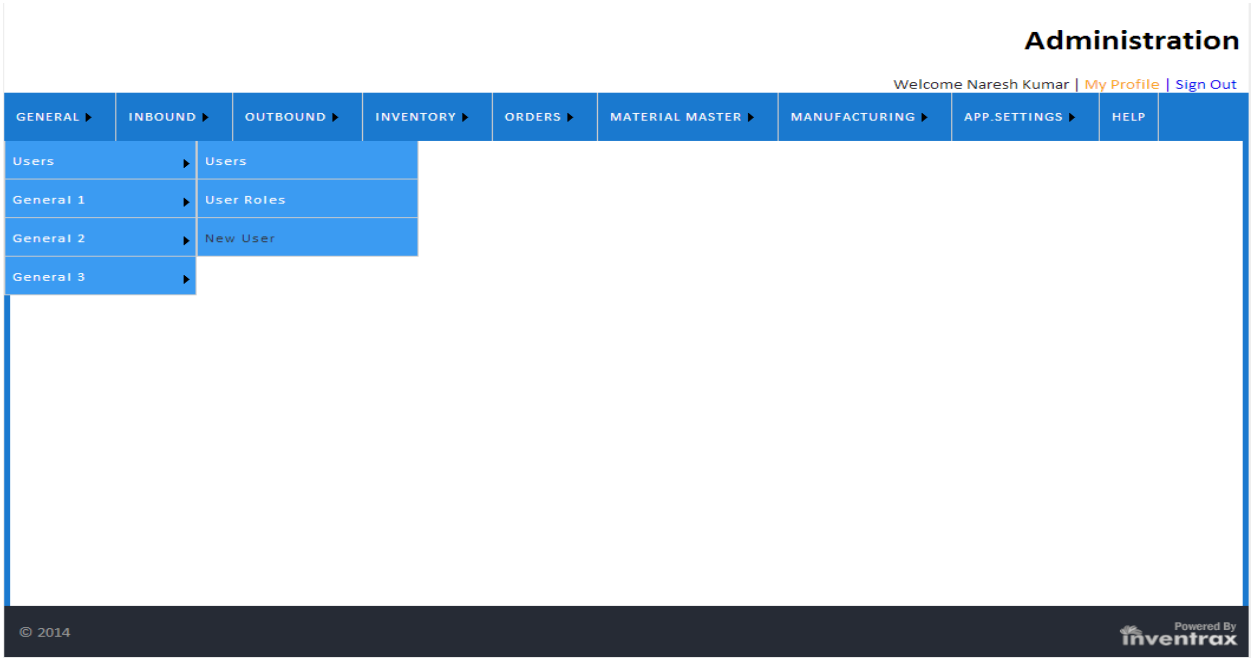



# 1. General

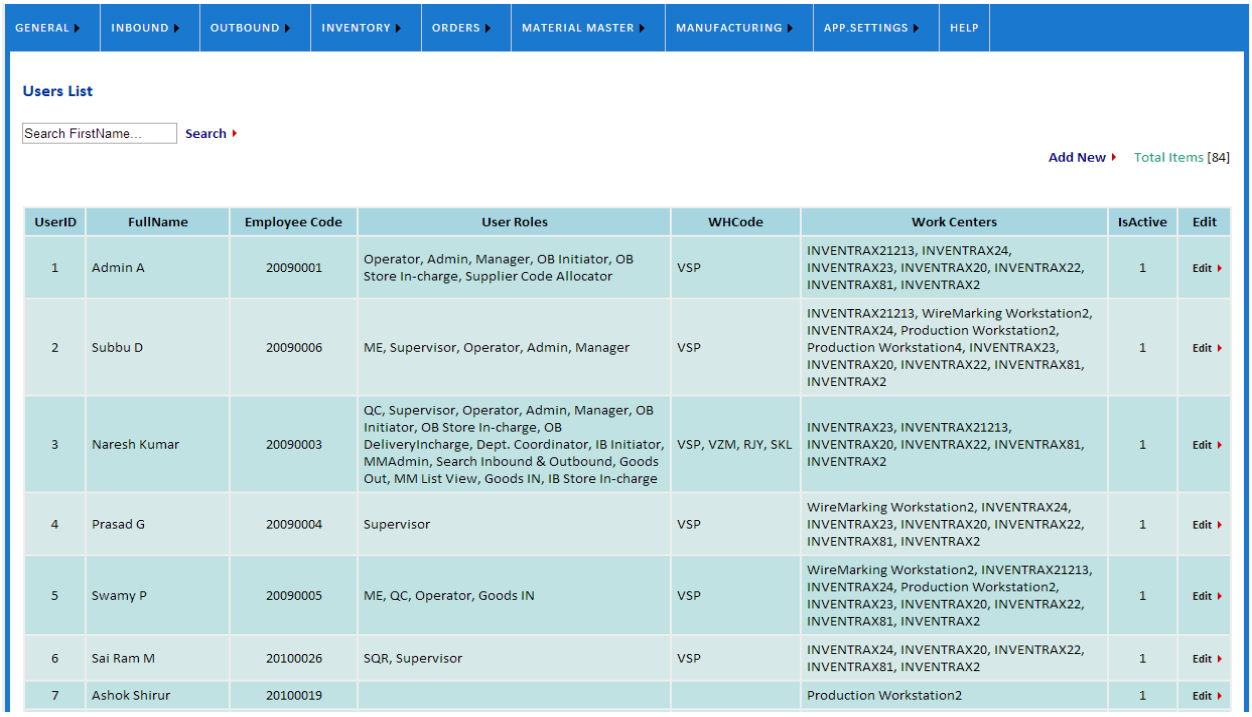
## 1.1. Users

### 1.1.1. Users List

Link: General >> Users >> Users List



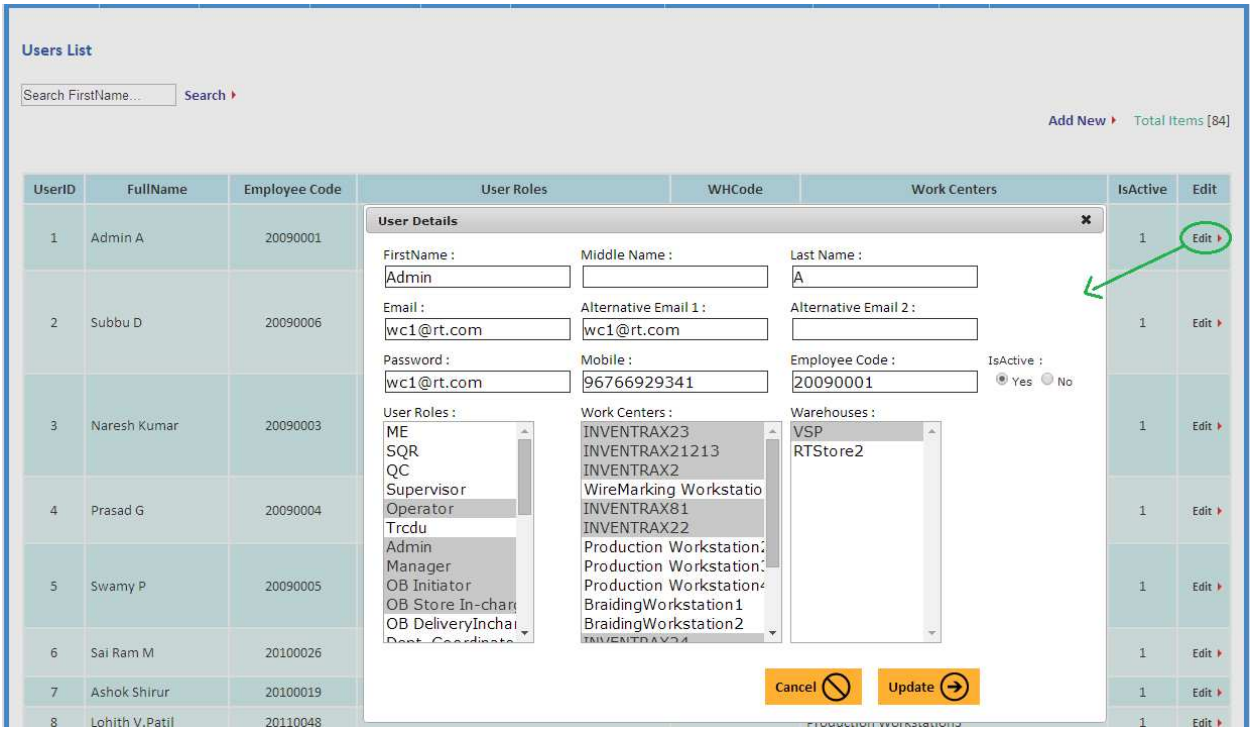

This screen enable the administrator to view the list of users, other functionality includes Search on first name of the user, Edit and Add New user.




| UserID | FullName | Employee Code | User Roles | WHCode | Work Centers | IsActive | Edit |
|---|---|---|---|---|---|---|---|
| 1 | Admin A | 20090001 | Operator, Admin, Manager, OB Initiator, OB Store In-charge, Supplier Code Allocator | VSP | INVENTRAX21213, INVENTRAX24, INVENTRAX23, INVENTRAX20, INVENTRAX22, INVENTRAX81, INVENTRAX2 | 1 | Edit |
| 2 | Subbu D | 20090006 | ME, Supervisor, Operator, Admin, Manager | VSP | INVENTRAX21213, WireMarking Workstation2, INVENTRAX24, Production Workstation2, Production Workstation4, INVENTRAX23, INVENTRAX20, INVENTRAX22, INVENTRAX81, INVENTRAX2 | 1 | Edit |
| 3 | Naresh Kumar | 20090003 | QC, Supervisor, Operator, Admin, Manager, OB Initiator, OB Store In-charge, OB DeliveryIncharge, Dept. Coordinator, IB Initiator, MMAdmin, Search Inbound & Outbound, Goods Out, MM List View, Goods IN, IB Store In-charge | VSP, VZM, RJY, SKL | INVENTRAX23, INVENTRAX21213, INVENTRAX20, INVENTRAX22, INVENTRAX81, INVENTRAX2 | 1 | Edit |
| 4 | Prasad G | 20090004 | Supervisor | VSP | WireMarking Workstation2, INVENTRAX24, INVENTRAX23, INVENTRAX20, INVENTRAX22, INVENTRAX81, INVENTRAX2 | 1 | Edit |
| 5 | Swamy P | 20090005 | ME, QC, Operator, Goods IN | VSP | WireMarking Workstation2, INVENTRAX21213, INVENTRAX24, Production Workstation2, INVENTRAX23, INVENTRAX20, INVENTRAX22, INVENTRAX81, INVENTRAX2 | 1 | Edit |
| 6 | Sai Ram M | 20100026 | SQR, Supervisor | VSP | INVENTRAX24, INVENTRAX20, INVENTRAX22, INVENTRAX81, INVENTRAX2 | 1 | Edit |
| 7 | Ashok Shirur | 20100019 | | | Production Workstation2 | 1 | Edit |

**Edit Users:**

Administrators can edit user from the following screen.



Multiple roles can be assigned to a user by selecting the required user roles and workstations. For multiple selections use (CTRL + Select) key combination in the list provided. Multiple warehouse can be assigned to the user by selecting from the warehouse list.

User state can be set active/ inactive by choosing from the radio button with the label 'Is Active'. Once as user state is set inactive, user will be restricted to access the system.

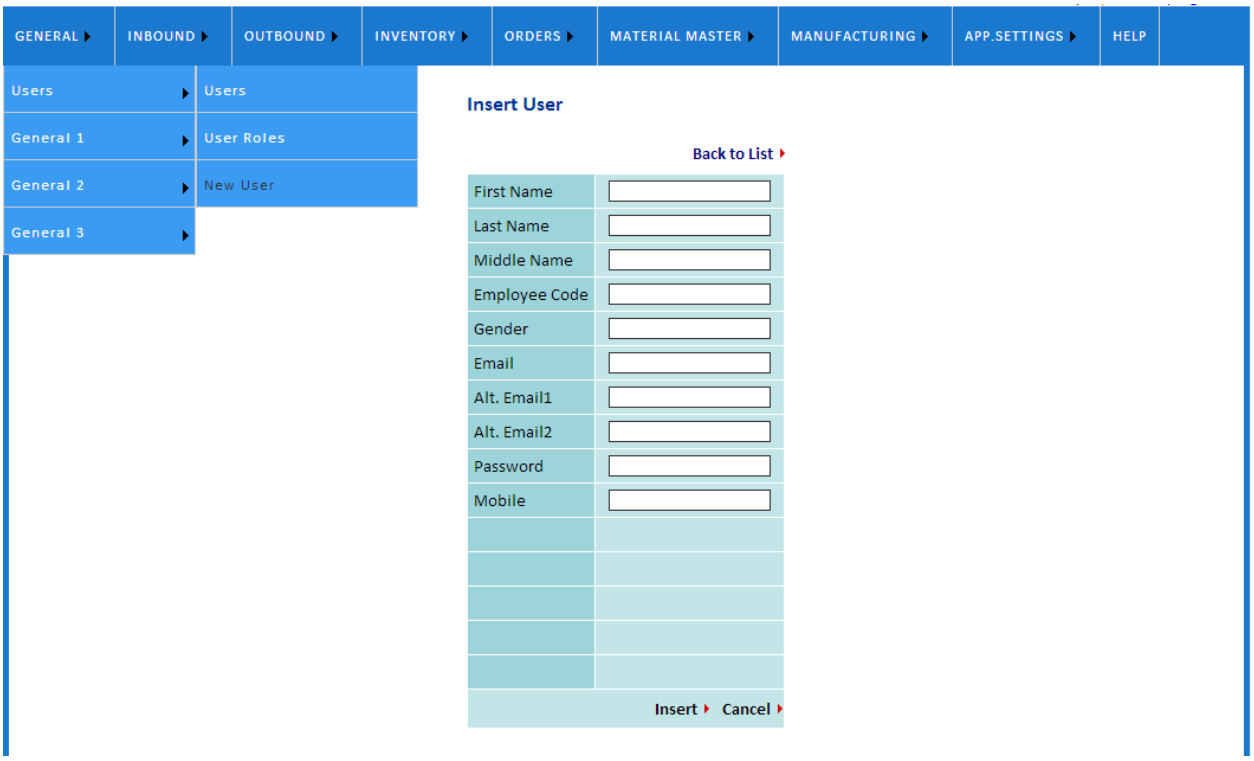
### 1.1.2. New User

Link: General >> Users >> New User

Administrators can add user from the following screen with entered data. Assigning of multiple user roles can be assigned to a user by selecting the required user roles and multiple warehouse can be assigned to the user by selecting from the warehouse list can be configure in' Edit' mode.

For multiple selections use (CTRL + Select) key combination in the list provided.

User state can be set active/ inactive by choosing from the radio button with the label 'Is Active'. Once as user state is set inactive, user will be restricted to access the system



### 1.1.3. User Roles

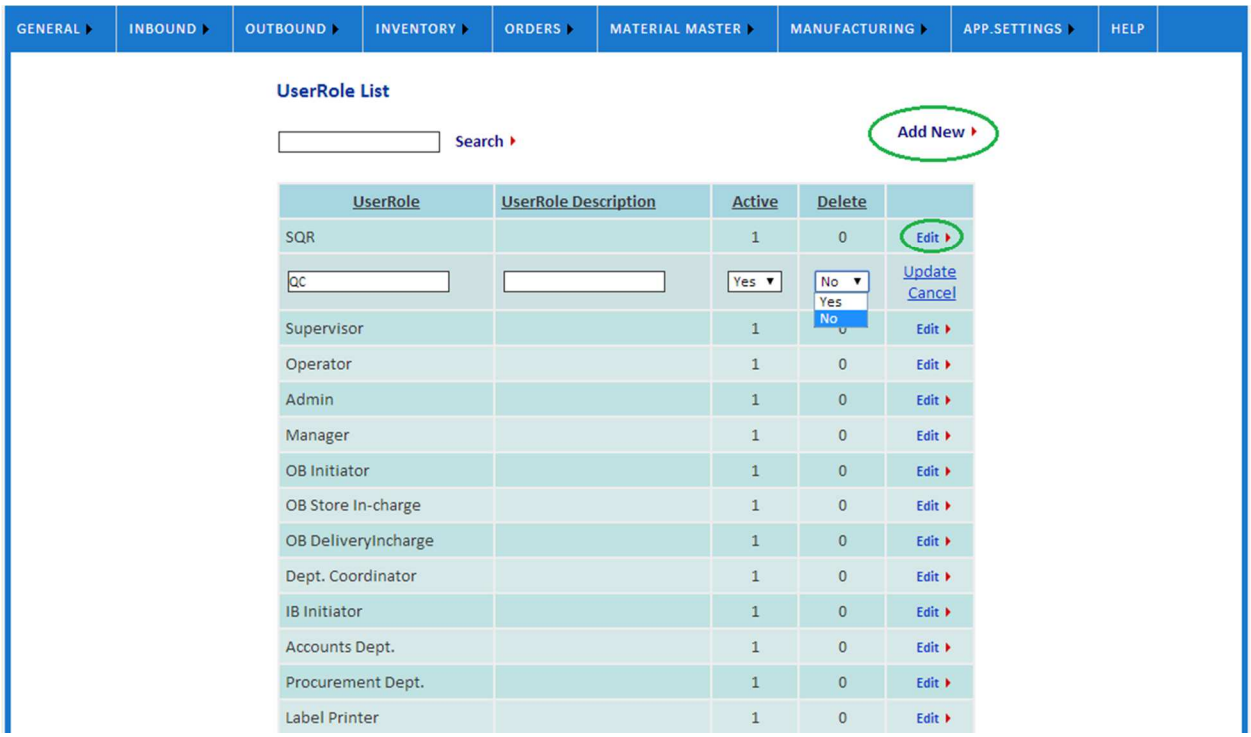
Link: General >> Users >> User Roles

This screen enable the administrator to view the list of users roles, other functionality includes Search on user role, Edit and Add New user role. Delete user role(s) from the system can be done by selecting the 'IsActive' as '0' and 'IsDelete' as '1' in edit mode of the User Roles Data grid.

**Edit User Roles:**

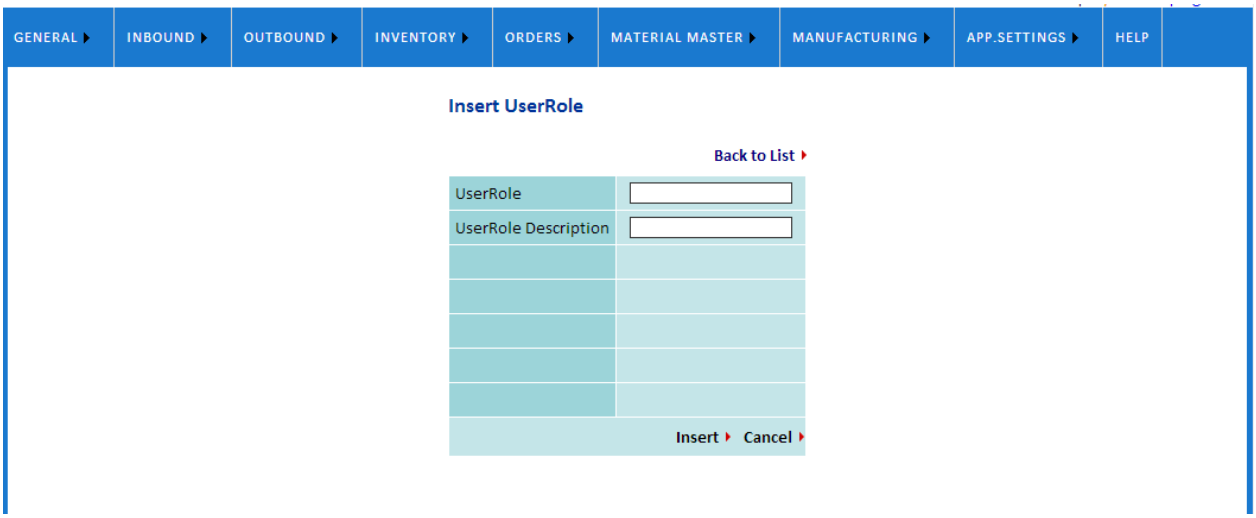
Administrators can edit user role from the following screen. User Role can be assigned to a user by giving the required user roles. User Role state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and User role can be delete by giving the value '1' or '0' with the label 'Delete'

Once as user role state is set inactive, user will be restricted to access the system.

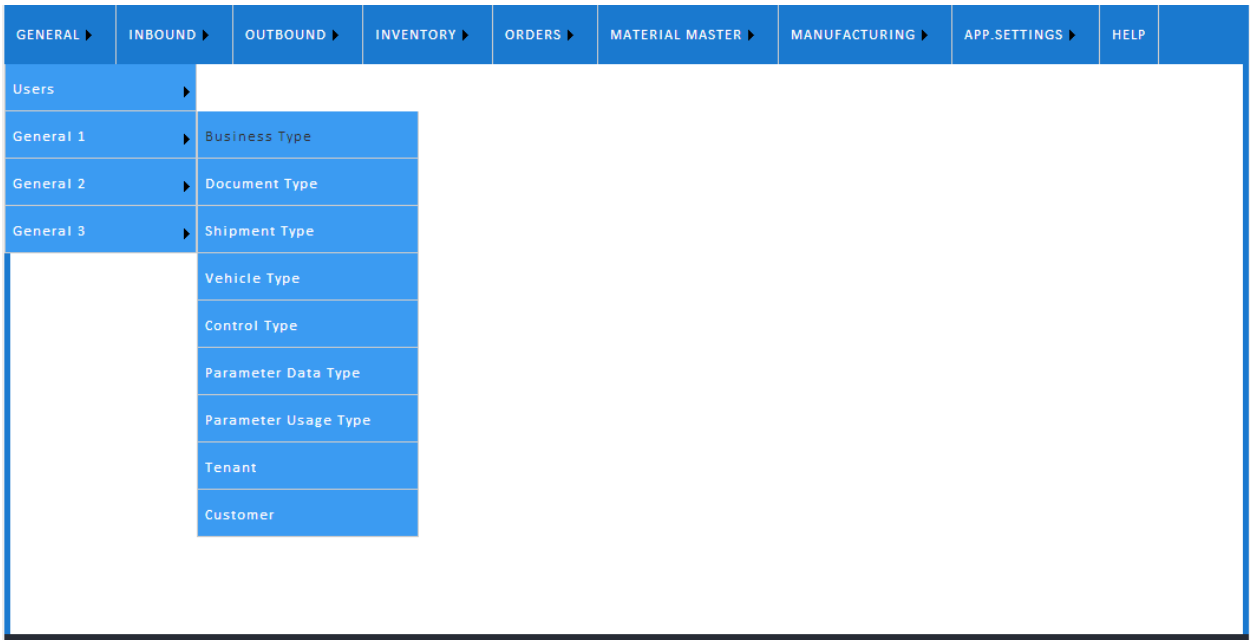



**Add User Roles:**

Administrators can add user role from the following screen by clicking on the "Add New" option in the above screen. User role can be created by giving the user roles and description




## 1.2. General1




### 1.2.1. Business Type

Link: General >> General1 >> Business Type

This link enable the administrator to view the list of Business Types, other functionality includes Search on Business Type, Edit and Add New Business Type.

**Edit Business Type:**

Administrators can edit business type from this data grid displayed. Business Type state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and Business Type can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Business Type:**

Administrators can add business type by giving the business type and description (as like in the above user role screen shot)

### 1.2.2. Document Type

Link: General >> General1 >> Document Type

This link enable the administrator to view the list of Document Types, other functionality includes Search on Document Type, Edit and Add New Document Type.

**Edit Document Type:**

Administrators can edit document type from this data grid displayed. Document Type state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and Document Type can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Document Type:**

Administrators can add document type by giving the document type (as like in the above user role screen shot)

### 1.2.3. Shipment Type

Link: General >> General1 >> Shipment Type

This link enable the administrator to view the list of Shipment Types, other functionality includes Search on Shipment Type, Edit and Add New Shipment Type.

**Edit Shipment Type:**

Administrators can edit shipment type from this data grid displayed. Shipment Type state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and Shipment Type can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Shipment Type:**

Administrators can add shipment type by giving the shipment type (as like in the above user role screen shot)

### 1.2.4. Vehicle Type

Link: General >> General1 >> Vehicle Type

This link enable the administrator to view the list of Vehicle Types, other functionality includes Search on Vehicle Type, Edit and Add New Vehicle Type.

**Edit Vehicle Type:**

Administrators can edit vehicle type from this data grid displayed. Vehicle Type state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and Vehicle Type can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Vehicle Type:**

Administrators can add vehicle type by giving the vehicle type (as like in the above user role screen shot)

### 1.2.5. Control Type

Link: General >> General1 >> Control Type

This link enable the administrator to view the list of Control Types, other functionality includes Search on Vehicle Type, Edit and Add New Control Type.

**Edit Control Type:**

Administrators can edit vehicle type from this data grid displayed. Control Type state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and Control Type can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Control Type:**

Administrators can add control type by giving the control type (as like in the above user role screen shot)

### 1.2.6. Parameter Data Type

Link: General >> General1 >> Parameter Data Type

This link enable the administrator to view the list of Parameter Data Types, other functionality includes Search on Vehicle Type, Edit and Add New Parameter Data Type.

**Edit Parameter Data Type:**

Administrators can edit parameter data type from this data grid displayed. Parameter Data Type state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and Parameter Data Type can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Parameter Data Type:**

Administrators can add parameter data type by giving the parameter data type (as like in the above user role screen shot)

### 1.2.7. Parameter Usage Type

Link: General >> General1 >> Parameter Usage Type

This link enable the administrator to view the list of Parameter Usage Types, other functionality includes Search on Parameter Usage Type, Edit and Add New Parameter Usage Type.

**Edit Parameter Usage Type:**

Administrators can edit parameter usage type from this data grid displayed. Parameter Usage Type state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and Parameter Usage Type can be delete by giving the value '1' or '0' with the label 'Delete'.

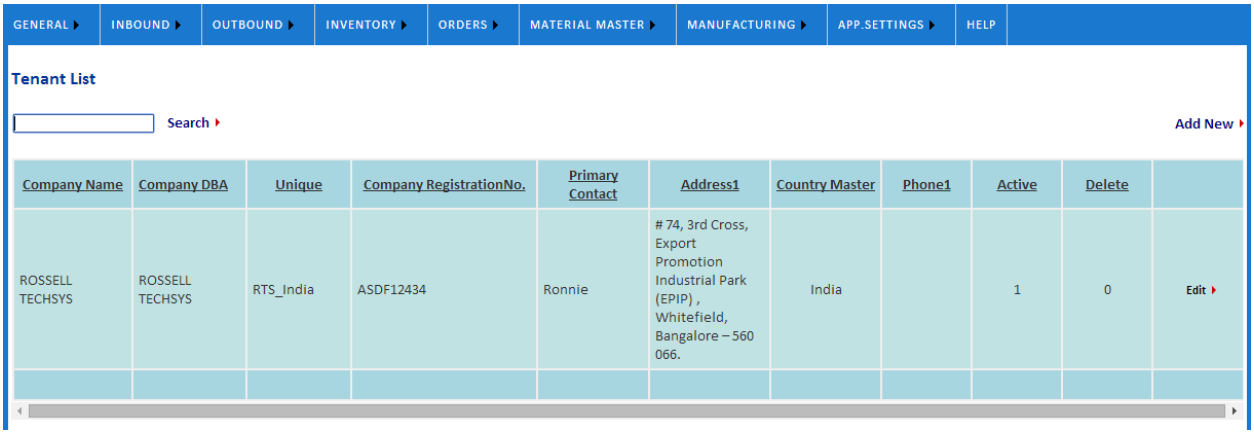
**Add Parameter Usage Type:**

Administrators can add parameter usage type by giving the parameter usage type (as like in the above user role screen shot)

### 1.2.8. Tenant

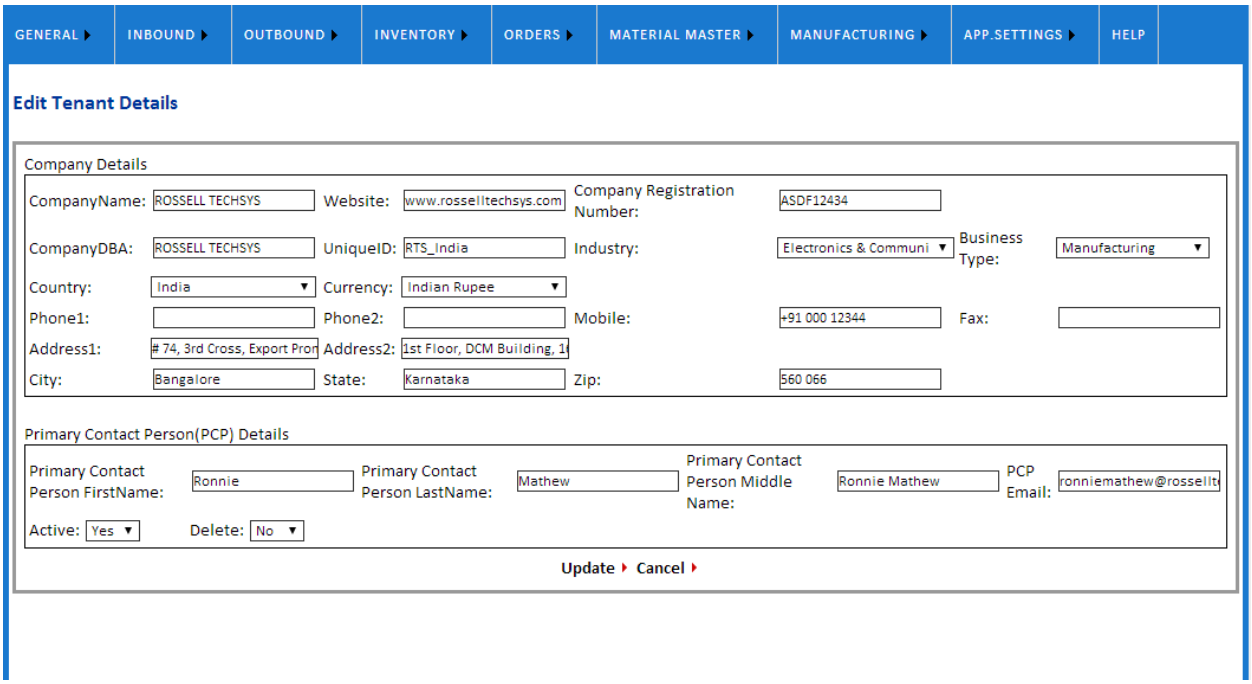
Link: General >> General1 >> Tenant

This screen enable the administrator to view the list of tenants, other functionality includes Search on company name of the tenant, Edit and Add New tenant.




**Edit Tenant**

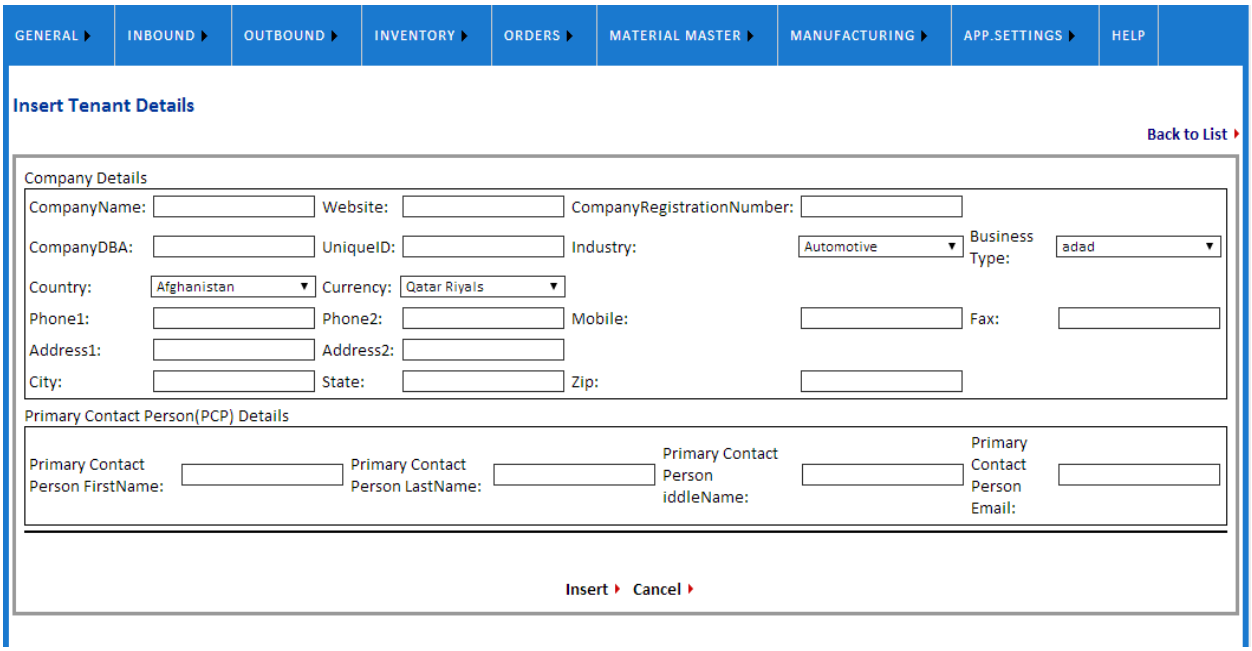
Administrators can edit tenant by clicking on 'edit' in the tenant list screen. System directs to edit tenant form as shown below




Tenant state can be set active/ inactive by giving the value ‘1’ or ‘0’ with the label ‘Active’ and Tenant can be delete by giving the value ‘1’ or ‘0’ with the label ‘Delete’.

**Add New Tenant**

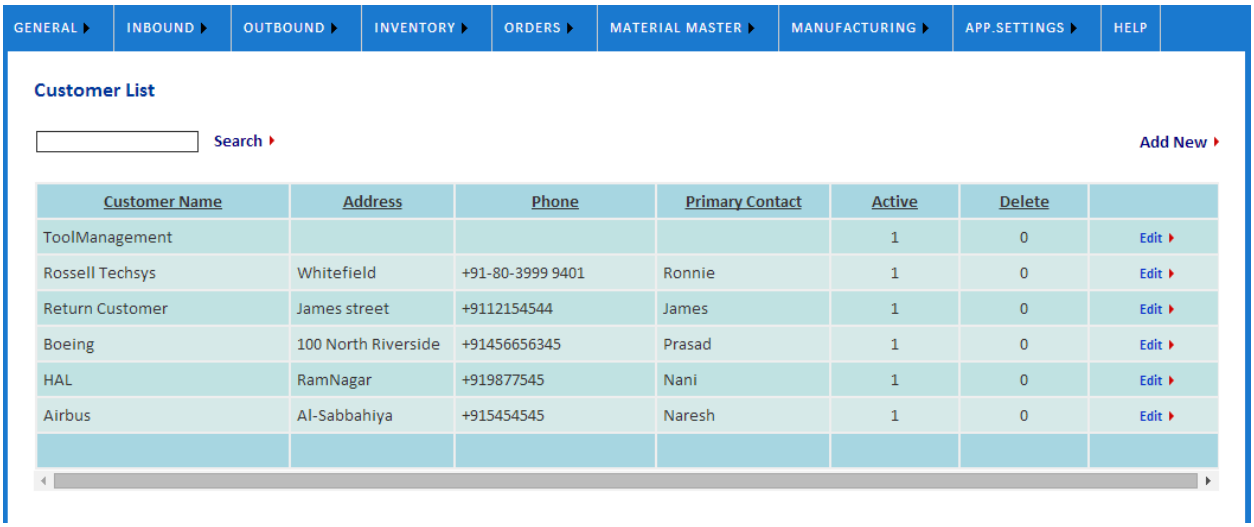
Administrators can add tenant from the following screen by clicking on the “Add New” option in the tenant list. System directs to Insert Tenant form by giving the mandatory fields



### 1.2.9. Customer

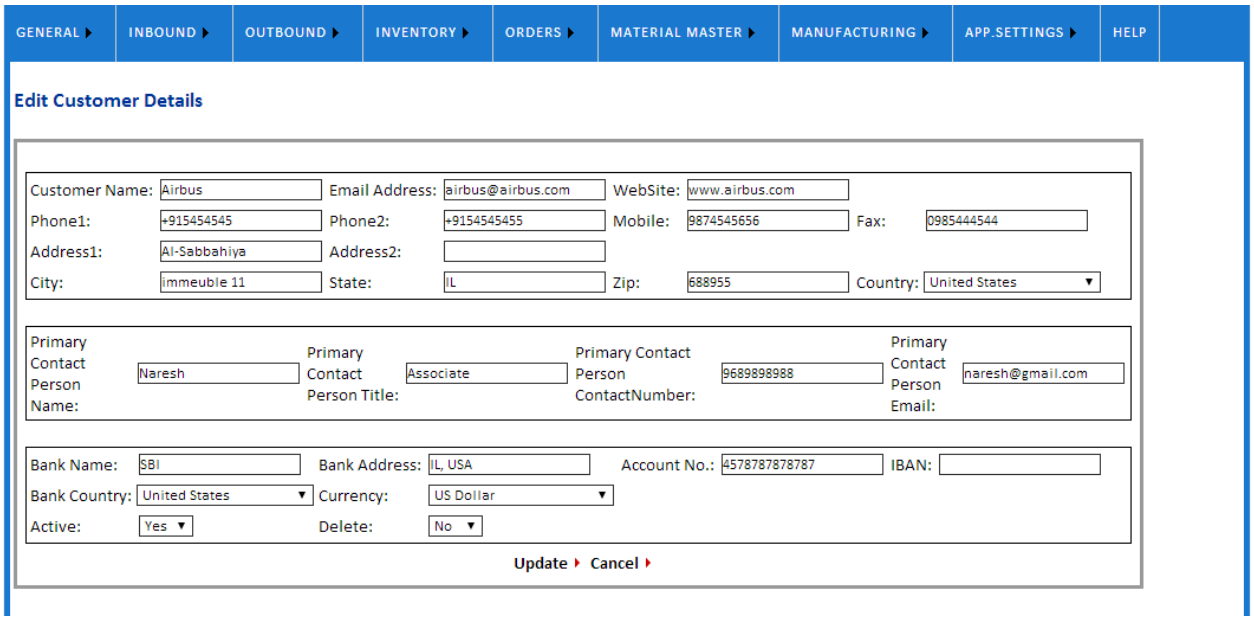
Link: General >> General1 >> Customer

This screen enable the administrator to view the list of customers, other functionality includes Search on company name of the customer name, Edit and Add New tenant.




### Edit Customer

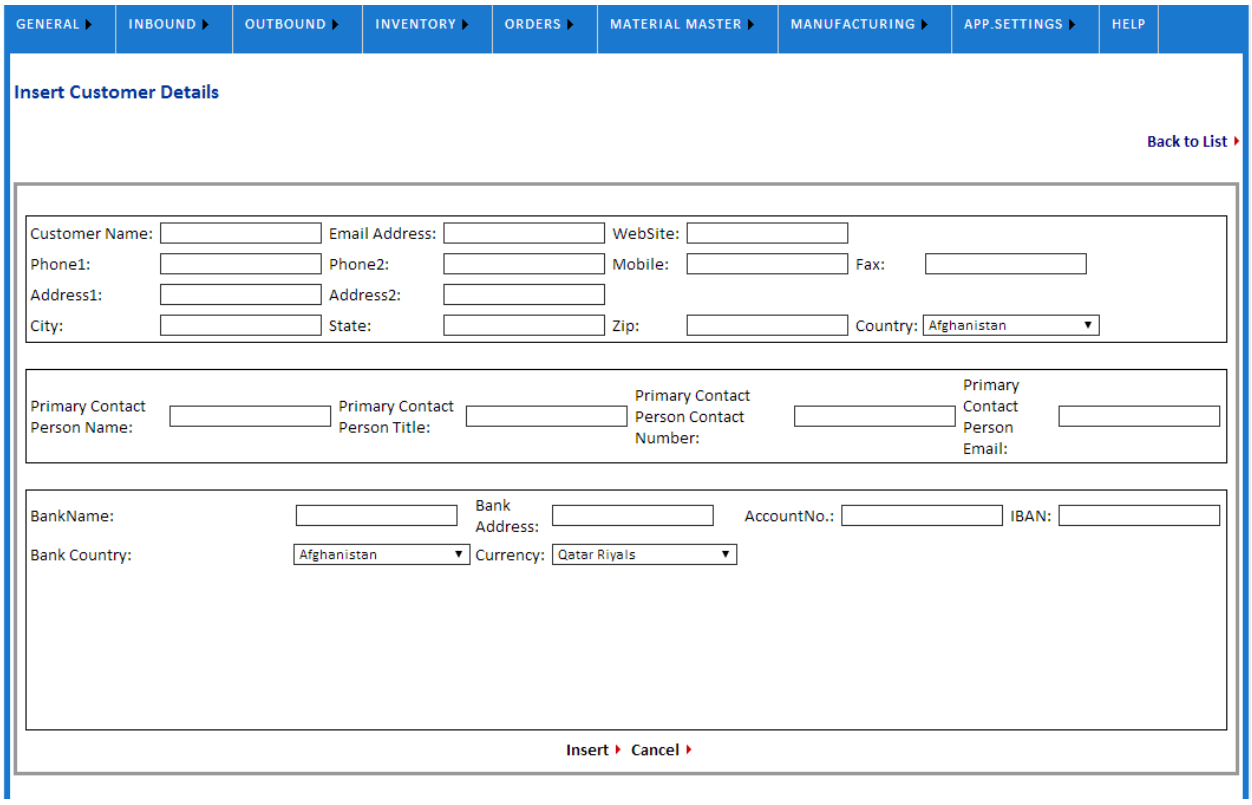
Administrators can edit customer by clicking on 'edit' in the customer list screen. System directs to edit customer form as shown below



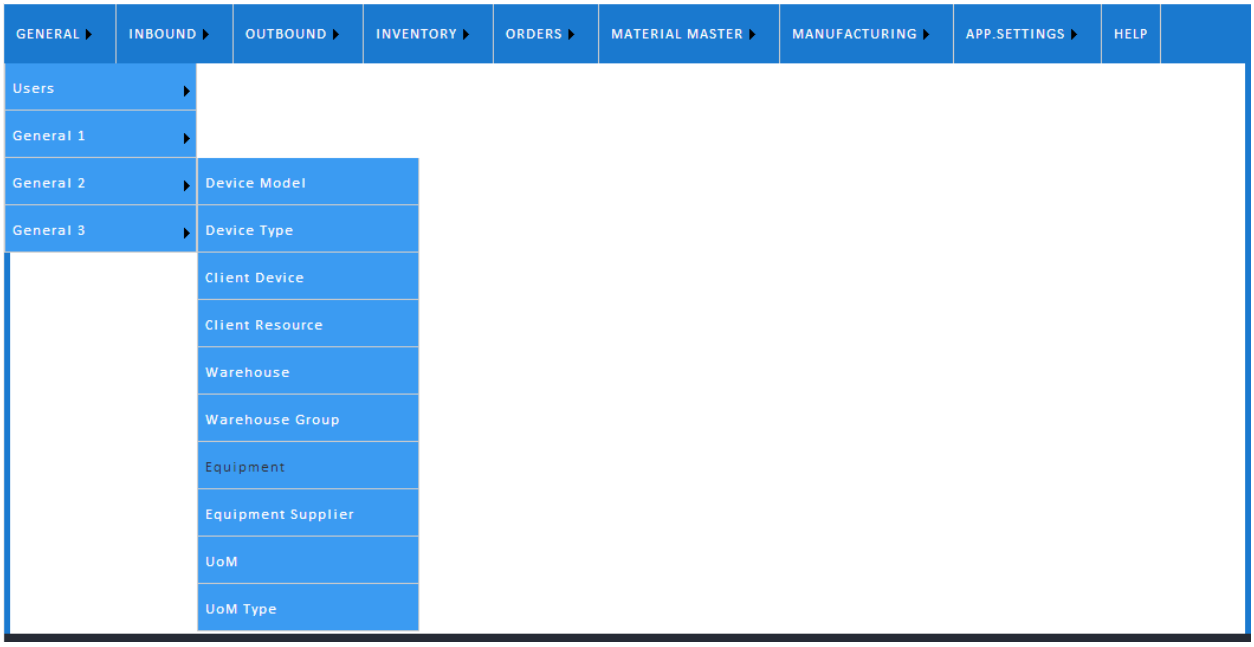
Customer state can be set active/ inactive by giving the value ‘1’ or ‘0’ with the label ‘Active’ and Customer can be delete by giving the value ‘1’ or ‘0’ with the label ‘Delete’.

**Add New Customer**

Administrators can add customer from the following screen by clicking on the “Add New” option in the tenant list. System directs to Insert Customer form by giving the mandatory fields



## 1.3. General2




### 1.3.1. Device Type

Link: General >> General2 >> Control Type

This link enable the administrator to view the list of Device Types, other functionality includes Search on Device Type, Edit and Add New Device Type.

**Edit Device Type:**

Administrators can edit device type from this data grid displayed. Device Type state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and Device Type can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Device Type:**

Administrators can add device type by giving the device type name (as like in the above user role screen shot)

### 1.3.2. Device Model

Link: General >> General2 >> Device Model

This link enable the administrator to view the list of Device Model, other functionality includes Search on Device Model, Edit and Add New Device Model.

**Edit Device Model:**

Administrators can edit device model from this data grid displayed. Device Model state can be set active/ inactive by giving the value ‘1’ or ‘0’ with the label ‘Active’ and Device Model can be delete by giving the value ‘1’ or ‘0’ with the label ‘Delete’.

**Add Device Model:**

Administrators can add device model by giving the device model name and selecting the device type from dropdown list (as like in the above user role screen shot)

### 1.3.3. Warehouse

Link: General >> General2 >> Warehouse

This link enable the administrator to view the list of warehouse, other functionality includes Search on Warehouse, Edit and Add New Warehouse.

**Edit Warehouse:**

Administrators can edit warehouse from this data grid displayed. Warehouse state can be set active/ inactive by giving the value ‘1’ or ‘0’ with the label ‘Active’ and Warehouse can be delete by giving the value ‘1’ or ‘0’ with the label ‘Delete’.

**Add Warehouse:**

Administrators can add warehouse by giving the warehouse name and selecting the InOut from dropdown list (as like in the above user role screen shot)

### 1.3.4. Warehouse Group

Link: General >> General2 >> Warehouse Group

This link enable the administrator to view the list of warehouse group, other functionality includes Search on Warehouse, Edit and Add New Warehouse Group.

**Edit Warehouse Group:**

Administrators can edit warehouse group from this data grid displayed. WarehouseGroup state can be set active/ inactive by giving the value ‘1’ or ‘0’ with the label ‘Active’ and WarehouseGroup can be delete by giving the value ‘1’ or ‘0’ with the label ‘Delete’.

**Add Warehouse Group:**

Administrators can add warehouse group by giving the warehouse group code and selecting the warehouse from dropdown list (as like in the above user role screen shot)

### 1.3.5. Client Device

Link: General >> General2 >> Client Device

This link enable the administrator to view the list of client device, other functionality includes Search on client device name, Edit and Add New Client Device.

**Edit Client Device:**

Administrators can edit client device from this data grid displayed. Client Device state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and Client Device can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Client Device:**

Administrators can add client device by giving the client device name and selecting the device type, device model and warehouse from dropdown list (as like in the above user role screen shot)

### 1.3.6. Client Resource

Link: General >> General2 >> Client Resource

This link enable the administrator to view the list of client resource, other functionality includes Search on client resource name, Edit and Add New Client Device.

**Edit Client Resource:**

Administrators can edit client resource from this data grid displayed. Client Resource state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and Client Resource can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Client Resource:**

Administrators can add client resource by giving the client resource name, deviceIP and selecting the device model, warehouse from dropdown list (as like in the above user role screen shot)

### 1.3.7. Equipment

Link: General >> General2 >> Equipment

This link enable the administrator to view the list of equipment, other functionality includes Search on equipment name, Edit and Add New Equipment.

**Edit Equipment:**

Administrators can edit Equipment from this data grid displayed. Equipment state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and Equipment can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Equipment:**

Administrators can add equipment by giving the equipment name, Unit Cost (as like in the above user role screen shot)

### 1.3.8. Equipment Supplier

Link: General >> General2 >> Equipment Supplier

This link enable the administrator to view the list of equipment supplier, other functionality includes Search on equipment supplier, Edit and Add New Equipment Supplier.

**Edit Equipment Supplier:**

Administrators can edit equipment supplier from this data grid displayed. Equipment Supplier state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and Equipment supplier can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Equipment Supplier:**

Administrators can add equipment supplier by giving the equipment supplier (as like in the above user role screen shot)

### 1.3.9. UoM

Link: General >> General2 >> UoM

This link enable the administrator to view the list of UoM, other functionality includes Search on UoM, Edit and Add New UoM.

**Edit UoM:**

Administrators can edit UoM from this data grid displayed. UoM state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and UoM can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add UoM:**

Administrators can add UoM by giving the UoM, Description (as like in the above user role screen shot)

### 1.3.10. UoM Type

Link: General >> General2 >> UoM Type

This link enable the administrator to view the list of UoM Type, other functionality includes Search on UoM Type, Edit and Add New UoM Type.

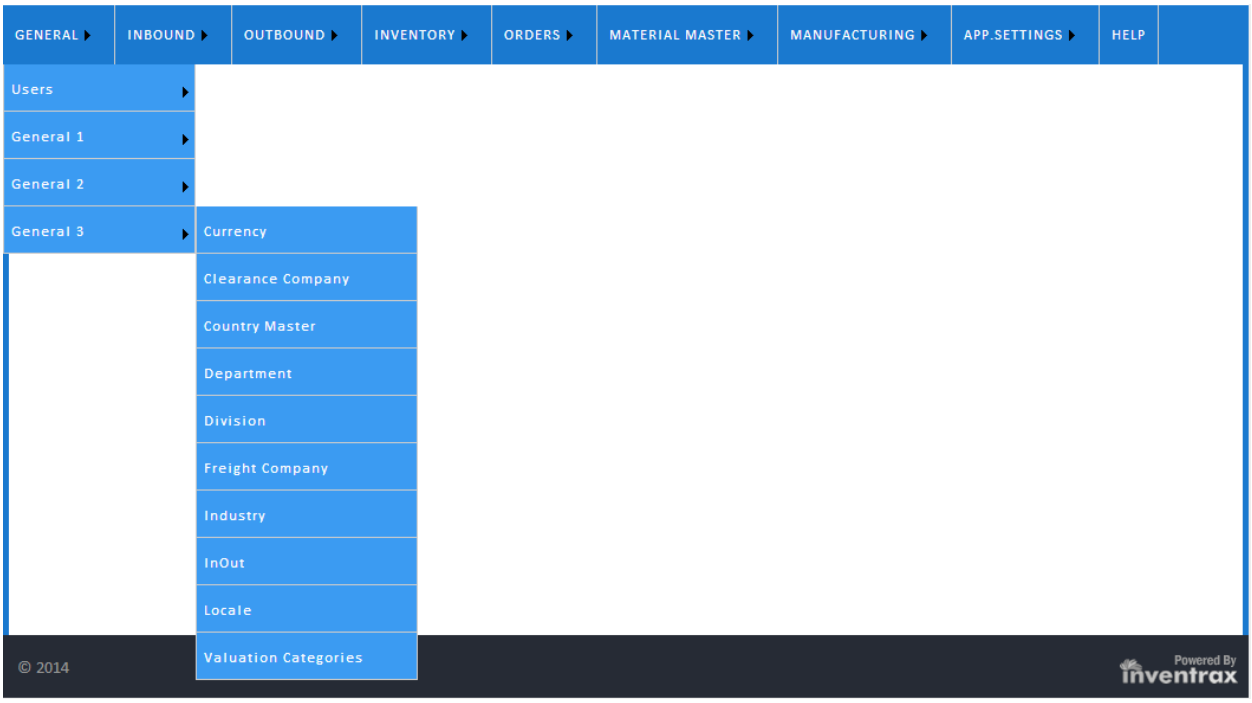
**Edit UoM Type:**

Administrators can edit UoM from this data grid displayed. UoM Type state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and UoM Type can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add UoM Type:**

Administrators can add UoM type by giving the UoM Type (as like in the above user role screen shot)

## 1.4. General3




### 1.4.1. Currency

Link: General >> General3 >> Currency

This link enable the administrator to view the list of Currency, other functionality includes Search on Currency, Edit and Add New Currency.

**Edit Currency:**

Administrators can edit currency from this data grid displayed. Currency state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and Currency can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Currency:**

Administrators can add Currency by giving the Currency, Code and Rate (as like in the above user role screen shot)

### 1.4.2. Clearance Company

Link: General >> General3 >> Clearance Company

This link enable the administrator to view the list of Clearance Company, other functionality includes Search on Clearance Company, Edit and Add New Clearance Company.

**Edit Clearance Company:**

Administrators can edit clearance company from this data grid displayed. Clearance Company state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and clearance company can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Clearance Company:**

Administrators can add clearance company by giving the clearance company (as like in the above user role screen shot)

### 1.4.3. Country Master

Link: General >> General3 >> Country Master

This link enable the administrator to view the list of country master, other functionality includes Search on country name, Edit and Add New Country Master.

**Edit Country Master:**

Administrators can edit country master from this data grid displayed. Country Master state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and country master can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Country Master:**

Administrators can add country master by giving the country master (as like in the above user role screen shot)

### 1.4.4. Department

Link: General >> General3 >> Department

This link enable the administrator to view the list of department, other functionality includes Search on department, Edit and Add New Department.

**Edit Department:**

Administrators can edit department from this data grid displayed. Department state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and Department can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Department:**

Administrators can add department by giving the department and by selecting the values of material group, purchase group, department head from dropdown list (as like in the above user role screen shot)

### 1.4.5. Division

Link: General >> General3 >> Division

This link enable the administrator to view the list of division, other functionality includes Search on division, Edit and Add New Division.

**Edit Division:**

Administrators can edit division from this data grid displayed. Division state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and Division can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Division:**

Administrators can add division by giving the division and by selecting the value of department from dropdown list (as like in the above user role screen shot)

### 1.4.6. Freight Company

Link: General >> General3 >> Freight Company

This link enable the administrator to view the list of freight company, other functionality includes Search on freight company, Edit and Add New Freight Company.

**Edit Freight Company:**

Administrators can edit freight company from this data grid displayed. Freight Company state can be set active/ inactive by giving the value ‘1’ or ‘0’ with the label ‘Active’ and Freight Company can be delete by giving the value ‘1’ or ‘0’ with the label ‘Delete’.

**Add Freight Company:**

Administrators can add freight company by giving the freight company (as like in the above user role screen shot)

### 1.4.7. Industry

Link: General >> General3 >> Industry

This link enable the administrator to view the list of industry, other functionality includes Search on industry type, Edit and Add New Industry.

**Edit Industry:**

Administrators can edit industry from this data grid displayed. Industry state can be set active/ inactive by giving the value ‘1’ or ‘0’ with the label ‘Active’ and Industry can be delete by giving the value ‘1’ or ‘0’ with the label ‘Delete’.

**Add Industry:**

Administrators can add industry by giving the industry type (as like in the above user role screen shot)

### 1.4.8. InOut

Link: General >> General3 >> InOut

This link enable the administrator to view the list of inout, other functionality includes Search on inout type, Edit and Add New InOut Type.

**Edit InOut:**

Administrators can edit inout from this data grid displayed. InOut state can be set active/ inactive by giving the value ‘1’ or ‘0’ with the label ‘Active’ and InOut can be delete by giving the value ‘1’ or ‘0’ with the label ‘Delete’.

**Add InOut:**

Administrators can add inout by giving the inout type (as like in the above user role screen shot)

### 1.4.9. Locale

Link: General >> General3 >> Locale

This link enable the administrator to view the list of locale, other functionality includes Search on locale, Edit and Add New Locale.

**Edit Locale:**

Administrators can edit locale from this data grid displayed. Locale state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and Locale can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Locale:**

Administrators can add locale by giving the locale and description (as like in the above user role screen shot)

### 1.4.10. Valuation Categories

Link: General >> General3 >> Valuation Categories

This link enable the administrator to view the list of valuation categories, other functionality includes Search on valuation category, Edit and Add New Valuation Category.

**Edit Valuation Category:**

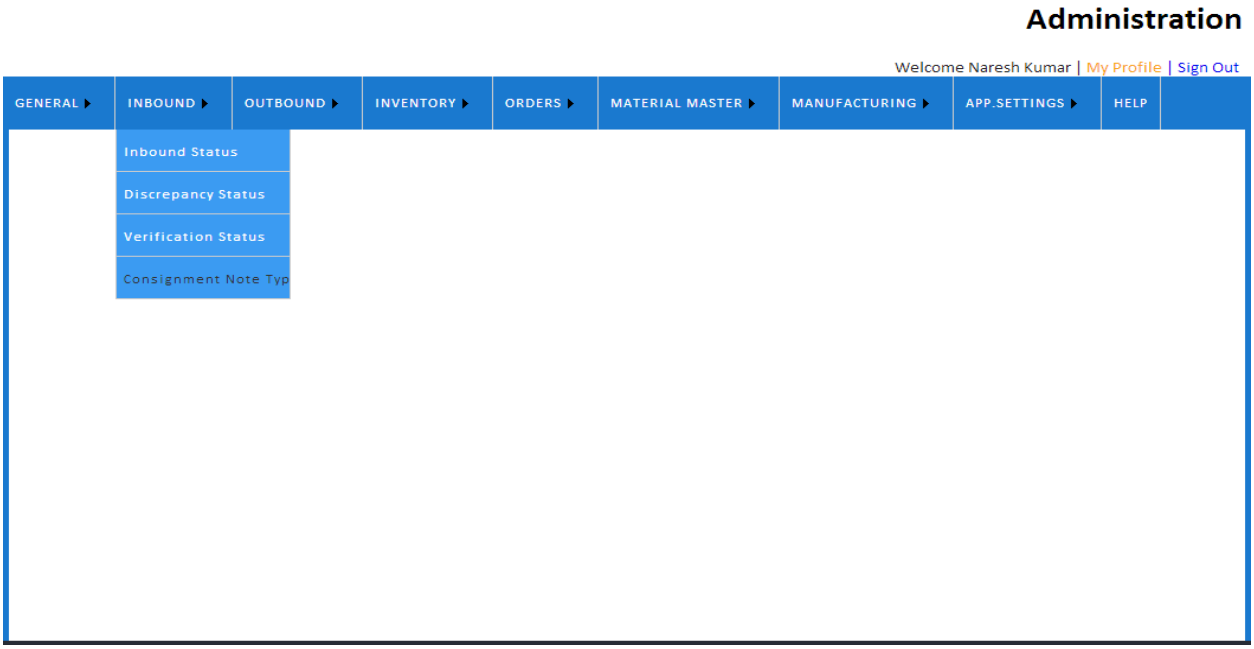
Administrators can edit valuation category from this data grid displayed. Valuation category state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and valuation category can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Valuation Category:**

Administrators can add valuation category by giving the valuation category (as like in the above user role screen shot)

## 2. INBOUND

The following screen displays the options available with Inbound feature of the system.




### 2.1. Inbound Status

Link: Inbound >>Inbound Status

This link enable the administrator to view the list of inbound status, other functionality includes Search on inbound status, Edit and Add New Inbound Status.

**Edit Inbound Status:**

Administrators can edit inbound status from this data grid displayed. Inbound status state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and inbound status can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Inbound Status:**

Administrators can add inbound status by giving the inbound status (as like in the above user role screen shot)

## 2.2. Discrepancy Status

Link: Inbound >>Discrepancy Status

This link enable the administrator to view the list of discrepancy status, other functionality includes Search on discrepancy status, Edit and Add New discrepancy Status.

**Edit Discrepancy Status:**

Administrators can edit discrepancy status from this data grid displayed. discrepancy status state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and discrepancy status can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Discrepancy Status:**

Administrators can add discrepancy status by giving the discrepancy status (as like in the above user role screen shot)

## 2.3. Verification Status

Link: Inbound >>Verification Status

This link enable the administrator to view the list of verification status, other functionality includes Search on verification status, Edit and Add New verification status.

**Edit Verification Status:**

Administrators can edit verification status from this data grid displayed. verification status state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and verification status can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Verification Status:**

Administrators can add verification status by giving the verification status (as like in the above user role screen shot)

## 2.4. Consignment Note Type

Link: Inbound >>Consignment Note Type

This link enable the administrator to view the list of consignment note type, other functionality includes Search on consignment note type, Edit and Add New consignment note type.

**Edit Consignment Note Type:**

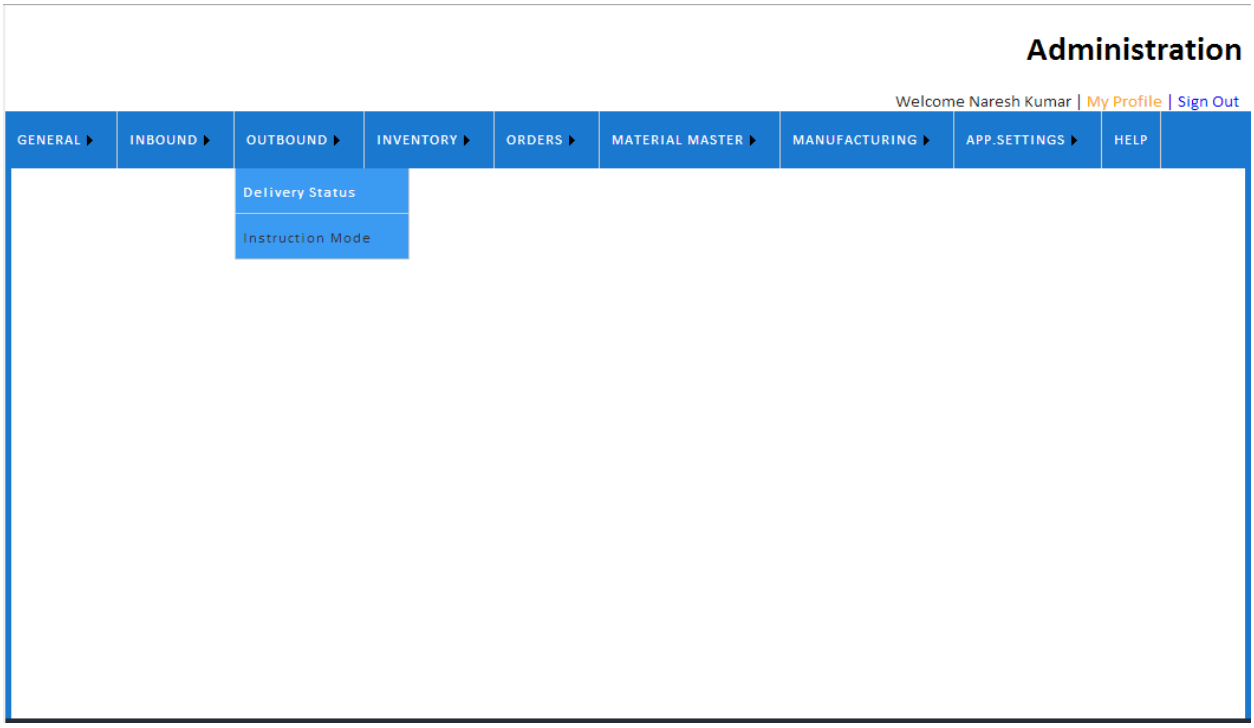
Administrators can edit consignment note type from this data grid displayed. consignment note type state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and consignment note type can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Consignment Note Type:**

Administrators can add consignment note type by giving the consignment note type and code (as like in the above user role screen shot)

## 3. OUTBOUND

The following screen displays the options available with Outbound feature of the system.




### 3.1. Delivery Status

Link: Outbound >> Delivery Status

This link enable the administrator to view the list of delivery status, other functionality includes Search on delivery status, Edit and Add New Delivery Status.

**Edit Delivery Status:**

Administrators can edit delivery status from this data grid displayed. Delivery status state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and delivery status can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Delivery Status:**

Administrators can add delivery status by giving the delivery status (as like in the above user role screen shot)

### 3.2. Instruction Mode

Link: Outbound >> Instruction Mode

This link enable the administrator to view the list of instruction mode, other functionality includes Search on instruction mode, Edit and Add New Instruction Mode.

**Edit Instruction Mode:**

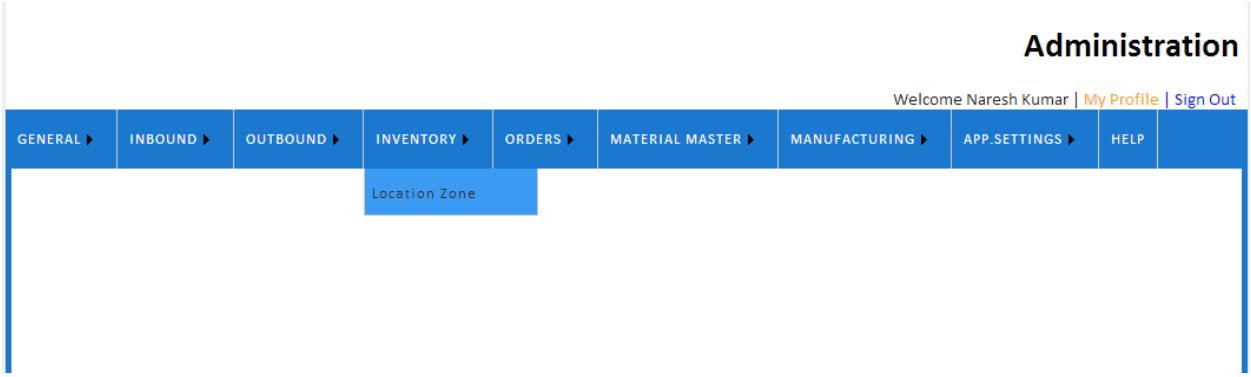
Administrators can edit instruction mode from this data grid displayed. Instruction Mode state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and instruction mode can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Instruction Mode:**

Administrators can add instruction mode by giving the instruction mode (as like in the above user role screen shot)

## 4. INVENTORY

The following screen displays the options available with inventory feature of the system.




### 4.1. Location Zone

Link: Inventory >> Location Zone

This link enable the administrator to view the list of location zone, other functionality includes Search on location zone code, Edit and Add New Location Zone.

**Edit Location Zone:**

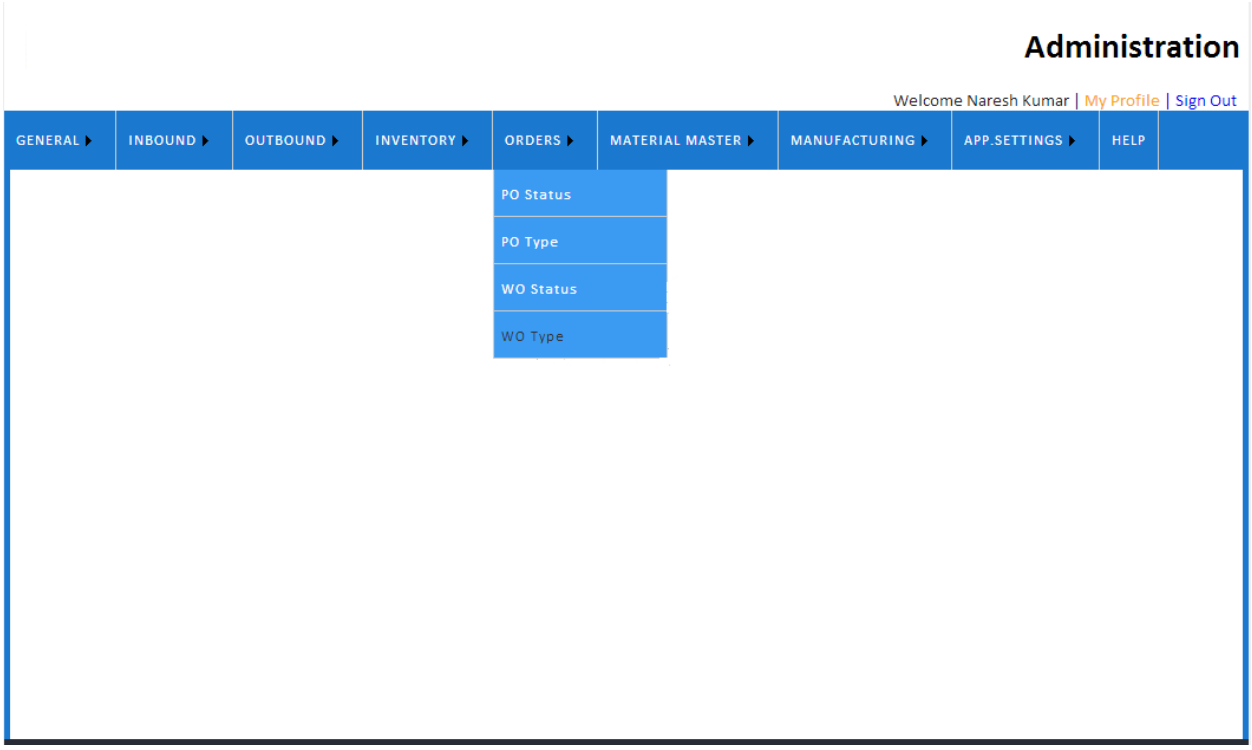
Administrators can edit location zone from this data grid displayed. Location zone state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and location zone can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Location Zone:**

Administrators can add location zone status by giving the location zone code, Max Aisle, Max Bay, Max Beam, Max Location and selecting the warehouse with Description (as like in the above user role screen shot)

## 5. ORDERS

The following screen displays the options available with orders feature of the system.




### 5.1. Purchase Order (PO) Status

Link: Orders >> PO Status

This link enable the administrator to view the list of po status, other functionality includes Search on po status, Edit and Add New PO Status.

**Edit PO Status:**

Administrators can edit po status from this data grid displayed. PO status state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and PO status can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add PO Status:**

Administrators can add po status by giving the status name and description (as like in the above user role screen shot)

### 5.2. Purchase Order (PO) Type

Link: Orders >> PO Type

This link enable the administrator to view the list of po type, other functionality includes Search on po type, Edit and Add New PO Type.

**Edit PO Type:**

Administrators can edit po type from this data grid displayed. PO type state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and PO type can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add PO Type:**

Administrators can add po type by giving the po type (as like in the above user role screen shot)

### 5.3. Work Order (WO) Status

Link: Orders >> WO Status

This link enable the administrator to view the list of wo status, other functionality includes Search on wo status, Edit and Add New WO Status.

**Edit WO Status:**

Administrators can edit po status from this data grid displayed. WO status state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and WO status can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add WO Status:**

Administrators can add po status by giving the status name and description (as like in the above user role screen shot)

### 5.4. Work Order (WO) Type

Link: Orders >> WO Type

This link enable the administrator to view the list of wo type, other functionality includes Search on wo type, Edit and Add New WO Type.

**Edit WO Type:**

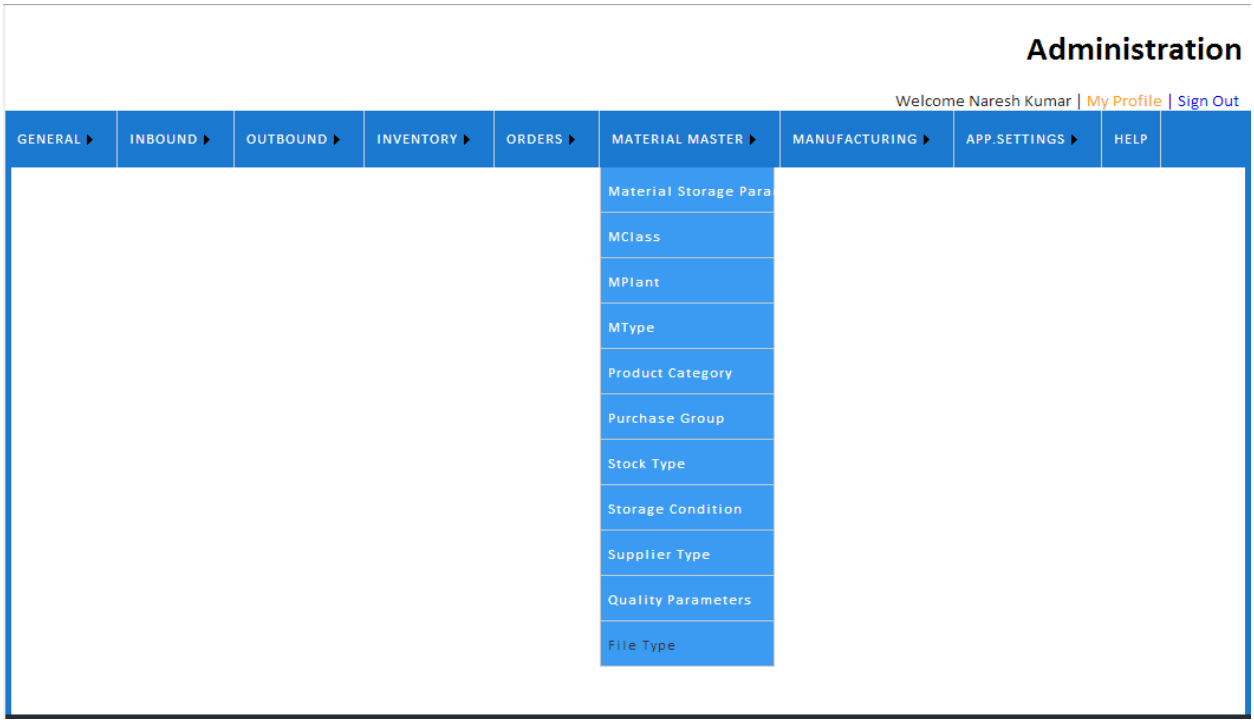
Administrators can edit wo type from this data grid displayed. WO type state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and WO type can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add WO Type:**

Administrators can add wo type by giving the wo type (as like in the above user role screen shot)

## 6. MATERIAL MASTER

The following screen displays the options available with material master feature of the system.




### 6.1. Material Storage Parameter

Link: Material Master >> Material Storage Parameter

This link enable the administrator to view the list of material storage parameter, other functionality includes Search on parameter name, Edit and Add New Material Storage Parameter.

**Edit Material Storage Parameter:**

Administrators can edit material storage parameter type from this data grid displayed. MSP state can be set active/ inactive by giving the value ‘1’ or ‘0’ with the label ‘Active’ and MSP can be delete by giving the value ‘1’ or ‘0’ with the label ‘Delete’.

**Add Material Storage Parameter:**

Administrators can add MSP by giving the parameter name, data source, display name, min. & max. tolerance and by selecting data type, usage type, control type (as like in the above user role screen shot)

### 6.2. MClass

Link: Material Master >> MClass

This link enable the administrator to view the list of material class, other functionality includes Search on mmclass, Edit and Add New MClass.

**Edit MClass:**

Administrators can edit mclass from this data grid displayed. MClass state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and MClass can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add MClass:**

Administrators can add po status by giving the mclass (as like in the above user role screen shot)

### 6.3. MPlant

Link: Material Master >> MPlant

This link enable the administrator to view the list of mplant, other functionality includes Search on plant, Edit and Add New MPlant.

**Edit MPlant:**

Administrators can edit mplant from this data grid displayed. MPlant state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and MPlant can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add MPlant:**

Administrators can add mplant by giving the plant and description (as like in the above user role screen shot)

### 6.4. MType

Link: Material Master >> MType

This link enable the administrator to view the list of material type (MType), other functionality includes Search on mtype, Edit and Add New MType.

**Edit MType:**

Administrators can edit mtype from this data grid displayed. MType state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and MType can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add MType:**

Administrators can add mtype by giving the mtype and description (as like in the above user role screen shot)

### 6.5. Product Category

Link: Material Master >> Product Category

This link enable the administrator to view the list of product category other functionality includes Search on product category, Edit and Add New Product Category.

**Edit Product Category:**

Administrators can edit product category from this data grid displayed. product category state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and product category can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Product Category:**

Administrators can add product category by giving the product category name (as like in the above user role screen shot)

### 6.6. Purchase Group

Link: Material Master >> Purchase Group

This link enable the administrator to view the list of purchase group other functionality includes Search on purchase group code, Edit and Add New Purchase Group.

**Edit Purchase Group:**

Administrators can edit purchase group from this data grid displayed. Purchase group state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and purchase group can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Purchase Group:**

Administrators can add purchase group by giving the purchase group code and purchase group (as like in the above user role screen shot)

### 6.7. Stock Type

Link: Material Master >> Stock Type

This link enable the administrator to view the list of stock type, other functionality includes Search on stock type, Edit and Add New Stock Type.

**Edit Stock Type:**

Administrators can edit stock type from this data grid displayed. Stock type state can be set active/ inactive by giving the value ‘1’ or ‘0’ with the label ‘Active’ and stock type can be delete by giving the value ‘1’ or ‘0’ with the label ‘Delete’.

**Add Stock Type:**

Administrators can add stock type by giving the stock type and stock type code (as like in the above user role screen shot)

### 6.8. Storage Condition

Link: Material Master >> Storage Condition

This link enable the administrator to view the list of storage condition, other functionality includes Search on storage condition, Edit and Add New Storage Condition.

**Edit Storage Condition:**

Administrators can edit storage condition from this data grid displayed. Storage condition state can be set active/ inactive by giving the value ‘1’ or ‘0’ with the label ‘Active’ and Storage condition can be delete by giving the value ‘1’ or ‘0’ with the label ‘Delete’.

**Add Storage Condition:**

Administrators can add storage condition by giving the storage condition (as like in the above user role screen shot)

### 6.9. Supplier Type

Link: Material Master >> Supplier Type

This link enable the administrator to view the list of supplier type, other functionality includes Search on supplier type, Edit and Add New Supplier Type.

**Edit Supplier Type:**

Administrators can edit supplier type from this data grid displayed. Supplier type state can be set active/ inactive by giving the value ‘1’ or ‘0’ with the label ‘Active’ and supplier type can be delete by giving the value ‘1’ or ‘0’ with the label ‘Delete’.

**Add Supplier Type:**

Administrators can add supplier type by giving the supplier type (as like in the above user role screen shot)

### 6.10. Quality Parameters

Link: Material Master >> Quality Parameters

This link enable the administrator to view the list of quality parameters, other functionality includes Search on parameter name, Edit and Add New Quality Parameters.

**Edit Quality Parameters:**

Administrators can edit quality parameters from this data grid displayed. Quality parameter state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and quality parameter can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Quality Parameters:**

Administrators can add quality parameter by giving the parameter name, display name and by selecting parameters data type, parameter usage type, control type (as like in the above user role screen shot)

### 6.11. File Type

Link: Material Master >> File Type

This link enable the administrator to view the list of file type, other functionality includes Search on file type, Edit and Add New File Type.

**Edit File Type:**

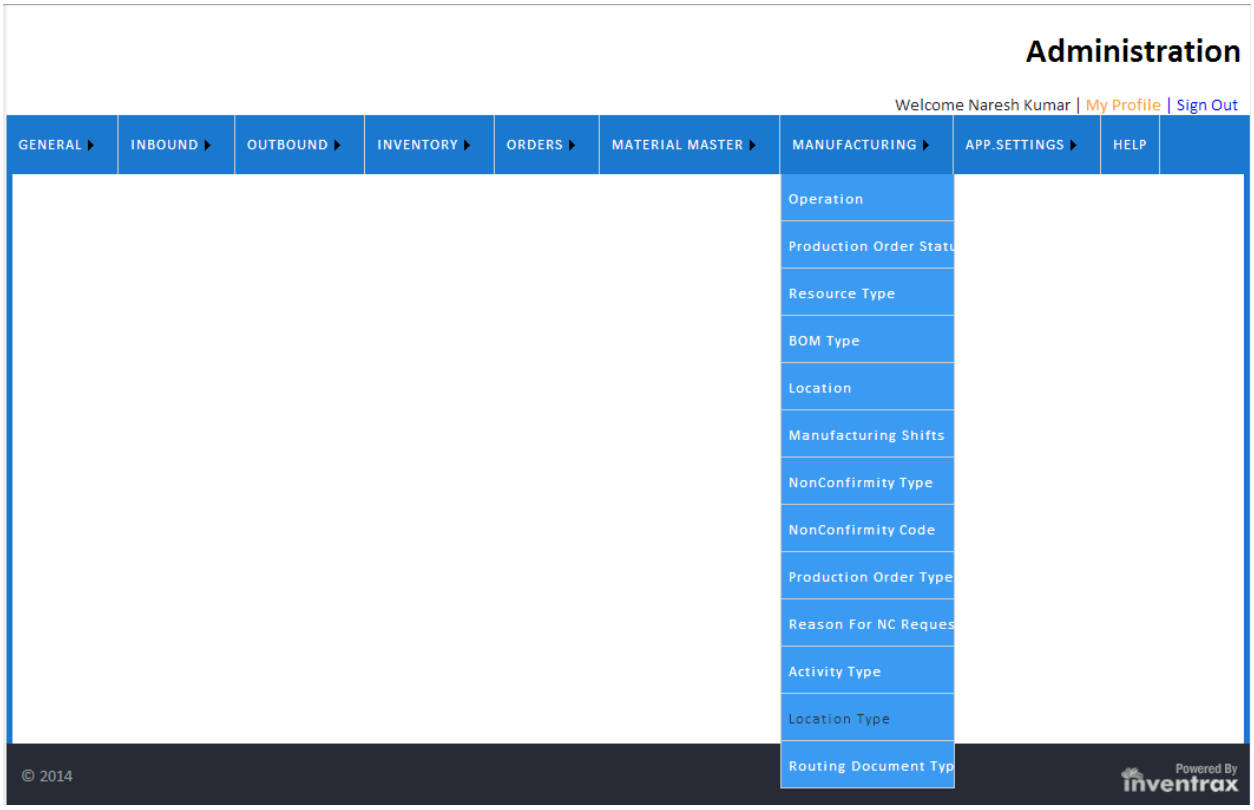
Administrators can edit file type from this data grid displayed. File type state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and file type can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add File Type:**

Administrators can add file type by giving the file type, file name and description (as like in the above user role screen shot)

## 7. MANUFACTURING

The following screen displays the options available with manufacturing feature of the system.




### 7.1. Operation

Link: Manufacturing >> Operation

This link enable the administrator to view the list of operation codes, other functionality includes Search on operation code, Edit and Add New Operation.

**Edit Operation:**

Administrators can edit operation codes from this data grid displayed. Operation codes state can be set active/ inactive by giving the value ‘1’ or ‘0’ with the label ‘Active’ and operation codes can be delete by giving the value ‘1’ or ‘0’ with the label ‘Delete’.

**Add Operation:**

Administrators can add operation codes by giving the operation code and description (as like in the above user role screen shot)

### 7.2. Production Order Status

Link: Manufacturing >> Production Order Status

This link enable the administrator to view the list of production order status, other functionality includes Search on production order status, Edit and Add New Production Order Status.

**Edit Production Order Status:**

Administrators can edit production order status from this data grid displayed. Production order status state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and production order status can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Production Order Status:**

Administrators can add production order status by giving the production order status name and description (as like in the above user role screen shot)

### 7.3. Production Order Type

Link: Manufacturing >> Production Order Type

This link enable the administrator to view the list of production order type, other functionality includes Search on production order type, Edit and Add New Production Order Type.

**Edit Production Order Type:**

Administrators can edit production order type from this data grid displayed. Production order type state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and production order type can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Production Order Type:**

Administrators can add production order type by giving the production order type and description (as like in the above user role screen shot)

### 7.4. Resource Type

Link: Manufacturing >> Resource Type

This link enable the administrator to view the list of resource type, other functionality includes Search on resource type, Edit and Add New Resource Type.

**Edit Resource Type:**

Administrators can edit resource type from this data grid displayed. Resource type state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and resource type can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Resource Type:**

Administrators can add resource type by giving the resource type (as like in the above user role screen shot)

### 7.5. BOM Type

Link: Manufacturing >> BOM Type

This link enable the administrator to view the list of BOM type, other functionality includes Search on BOM type, Edit and Add New Resource Type.

**Edit BOM Type:**

Administrators can edit BOM type from this data grid displayed. BOM type state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and BOM type can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add BOM Type:**

Administrators can add BOM type by giving the BOM type and description (as like in the above user role screen shot)

### 7.6. Location

Link: Manufacturing >> Location

This link enable the administrator to view the list of locations, other functionality includes Search on location name, Edit and Add New Location.

**Edit Location:**

Administrators can edit location from this data grid displayed. Location state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and location can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Location:**

Administrators can add location by giving the location name, code, description and by selecting location type, work center group (as like in the above user role screen shot)

### 7.7. Manufacturing Shifts

Link: Manufacturing >> Manufacturing Shifts

This link enable the administrator to view the list of manufacturing shifts, other functionality includes Search on shift name, Edit and Add New Manufacturing Shift.

**Edit Manufacturing Shift:**

Administrators can edit manufacturing shift from this data grid displayed. Manufacturing shift state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and Manufacturing shift can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Manufacturing Shift:**

Administrators can add manufacturing shift by giving the shift name, to & from time (as like in the above user role screen shot)

### 7.8. Non-Conformity Type

Link: Manufacturing >> Non-Conformity Type

This link enable the administrator to view the list of non-conformity type, other functionality includes Search on non-conformity type, Edit and Add New Non-Conformity Type.

**Edit Non-Conformity Type:**

Administrators can edit non-conformity type from this data grid displayed. Non-conformity type state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and non-conformity type can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Non-Conformity Type:**

Administrators can add non-conformity type by giving the non-conformity type and description (as like in the above user role screen shot)

### 7.9. Non-Conformity Code

Link: Manufacturing >> Non-Conformity Code

This link enable the administrator to view the list of non-conformity code, other functionality includes Search on non-conformity code, Edit and Add New Non-Conformity Code.

**Edit Non-Conformity Code:**

Administrators can edit non-conformity code from this data grid displayed. Non-conformity code state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and non-conformity code can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Non-Conformity Code:**

Administrators can add non-conformity code by giving the non-conformity code and description (as like in the above user role screen shot)

### 7.10. Reason for NC Request

Link: Manufacturing >> Reason for NC Request

This link enable the administrator to view the list of NC request reasons, other functionality includes Search on reason for NC request, Edit and Add New NC request reason.

**Edit Reason for NC request:**

Administrators can edit reason for request from this data grid displayed. Reason for NC request state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and reason for NC request can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Reason for NC request:**

Administrators can add reason for NC request by giving the reason for NC request (as like in the above user role screen shot)

### 7.11. Activity Type

Link: Manufacturing >> Activity Type

This link enable the administrator to view the list of activity type, other functionality includes Search on activity type, Edit and Add New Activity Type.

**Edit Activity Type:**

Administrators can edit activity type from this data grid displayed. Activity type state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and Activity type can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Activity Type:**

Administrators can add activity type by giving the activity type and code (as like in the above user role screen shot)

### 7.12. Location Type

Link: Manufacturing >> Location Type

This link enable the administrator to view the list of location type, other functionality includes Search on location type, Edit and Add New Location Type.

**Edit Location Type:**

Administrators can edit location type from this data grid displayed. Location type state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and location type can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Location Type:**

Administrators can add location type by giving the location type (as like in the above user role screen shot)

### 7.13. Routing Document Type

Link: Manufacturing >> Routing Document Type

This link enable the administrator to view the list of routing document type, other functionality includes Search on routing document type, Edit and Add New Routing Document Type.

**Edit Routing Document Type:**

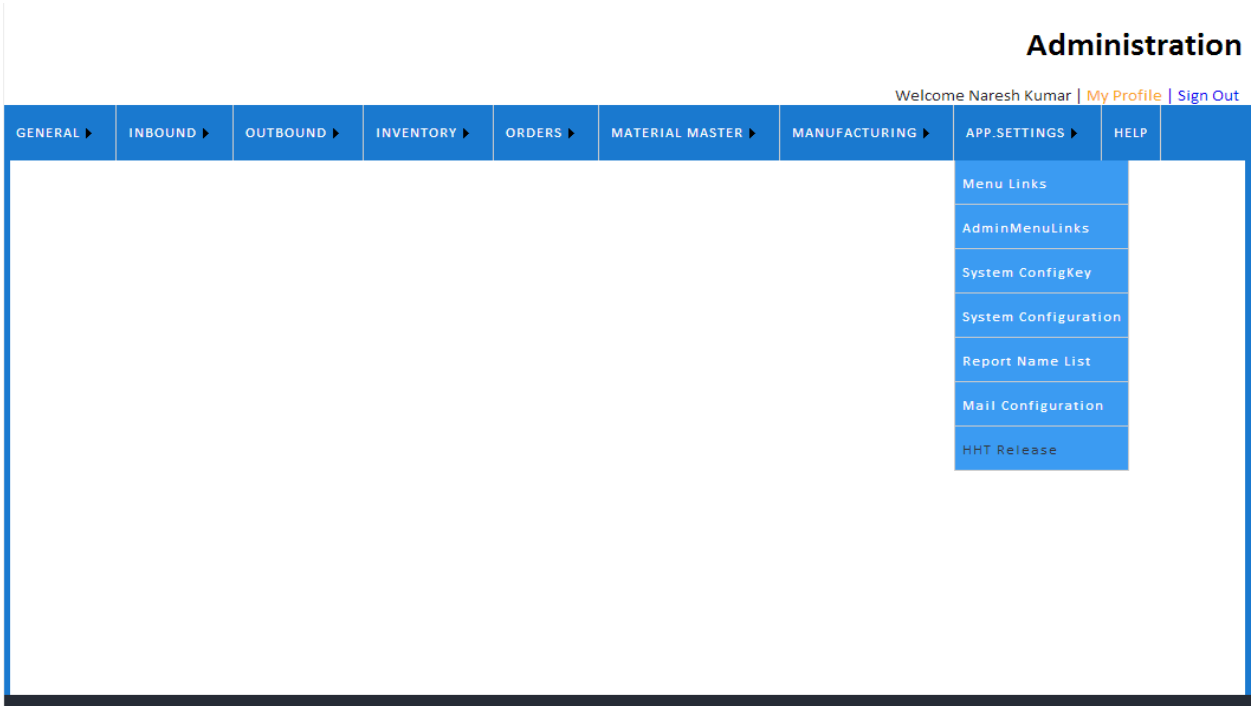
Administrators can edit routing document type from this data grid displayed. Routing document type state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and Routing document type can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Routing Document Type:**

Administrators can add routing document type by giving the routing document type and description (as like in the above user role screen shot)

## 8. APP.SETTINGS

The following screen displays the options available with app.settings (configuration) feature of the system



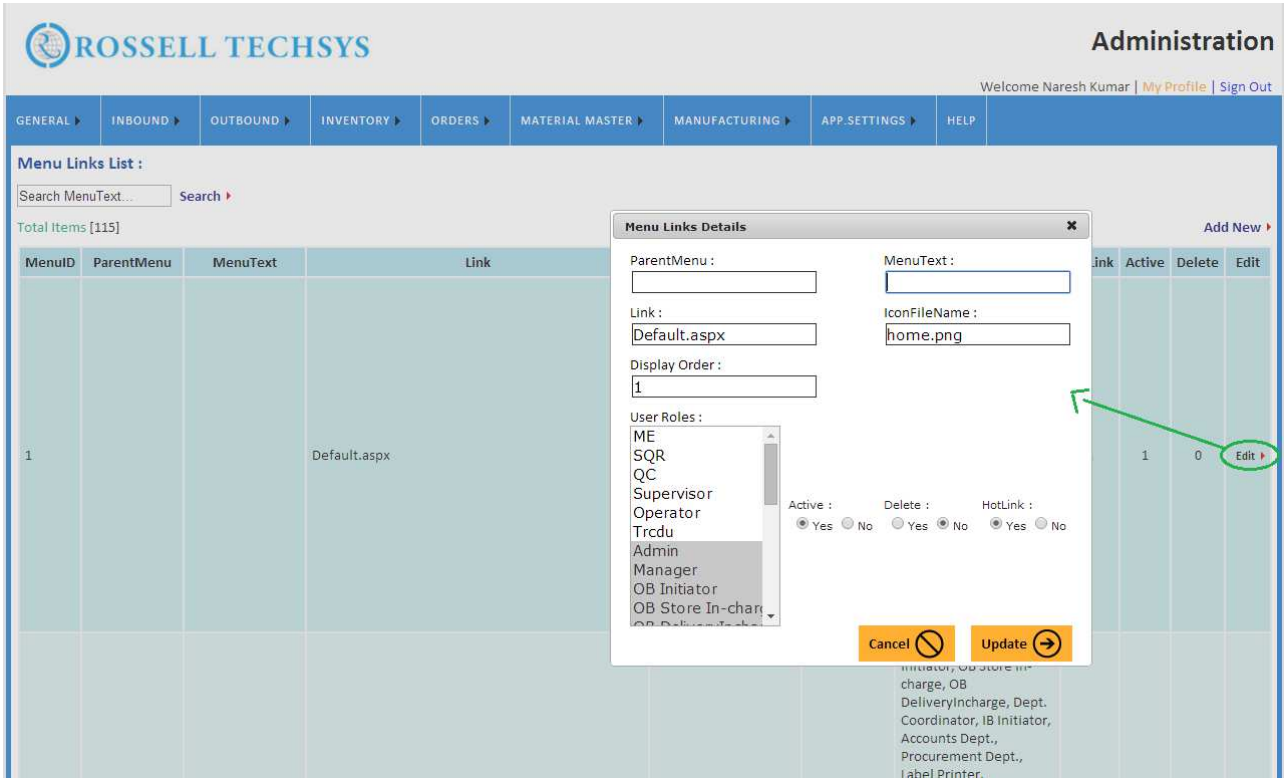
## 8.1. MenuLinks

Link: App.Settings >> MenuLinks

This link enable the administrator to view the list of menulinks configured in system, other functionality includes Search on menutext, Edit and Add New Menulink.

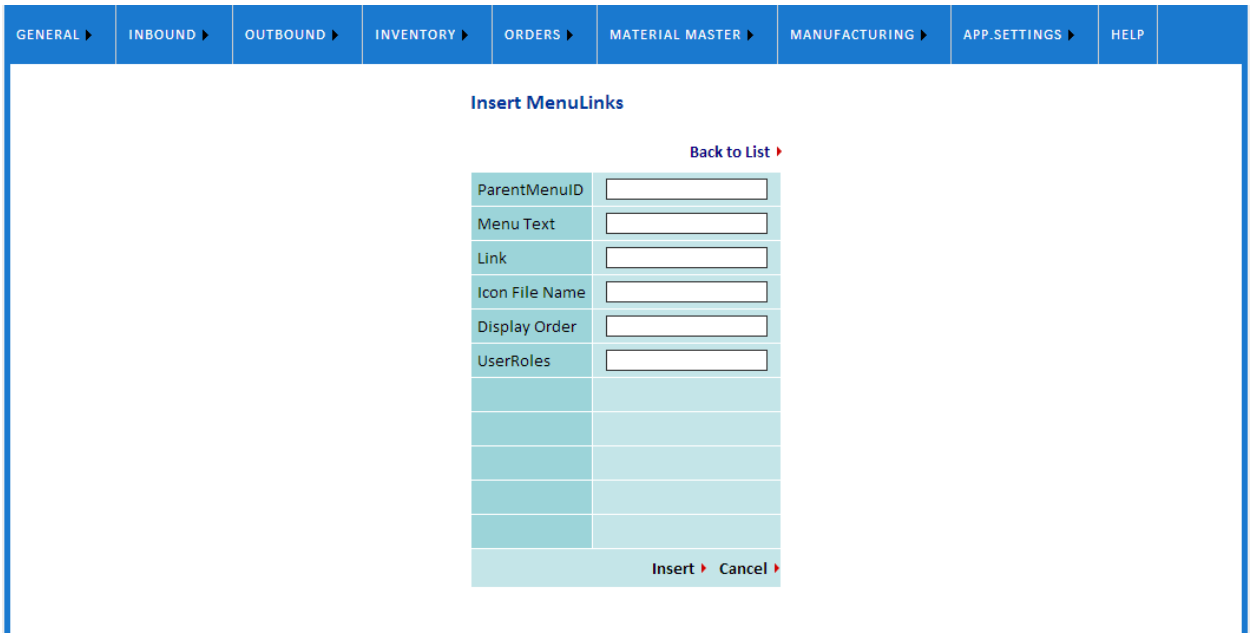
**Edit MenuLink:**

Administrators can edit menulink from this data grid displayed. Menulink state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and menulink can be delete by giving the value '1' or '0' with the label 'Delete'.




**Add MenuLink:**

Administrators can add/ configure menulink(s) by giving the values of parentmenuID, menu text, link, icon file name, display order, user roles as shown in below screen. To active this new menulink map the user roles in edit mode.



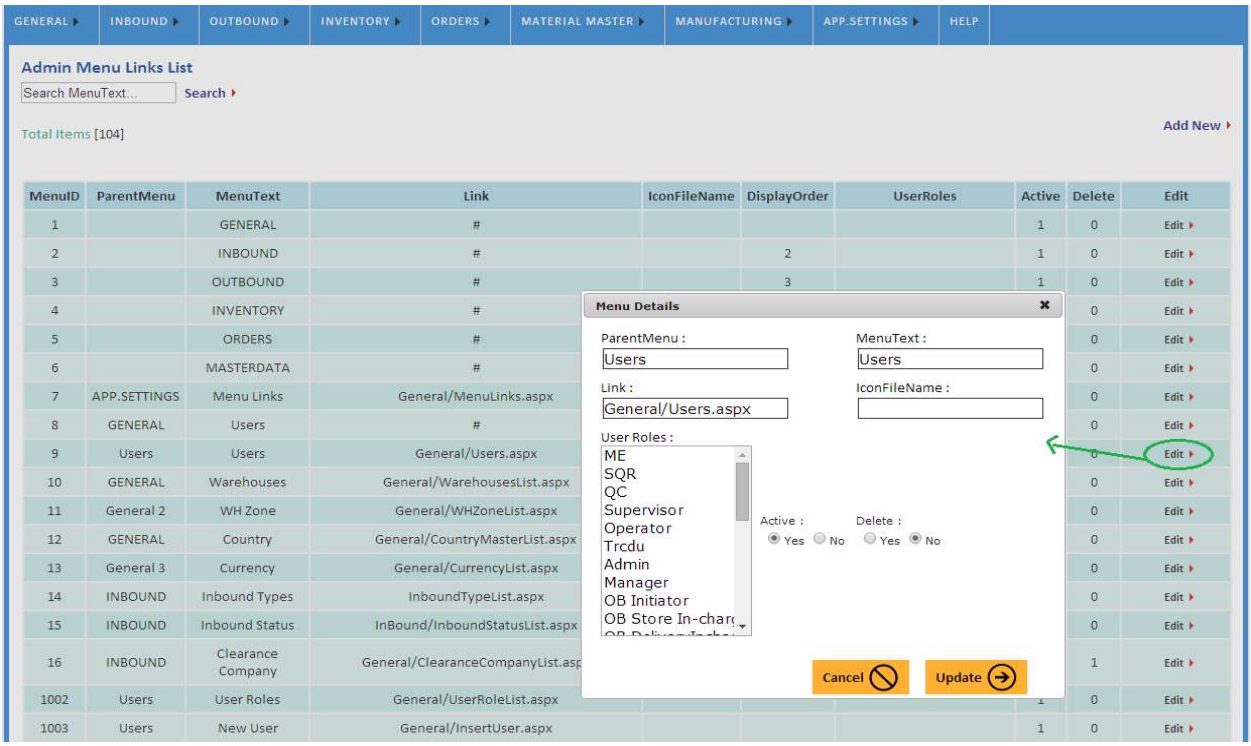

## 8.2. AdminMenuLinks

Link: App.Settings >> MenuLinks

This link enable the administrator to view the list of adminmenulinks configured in system, other functionality includes Search on menutext, Edit and Add New Adminmenulink.

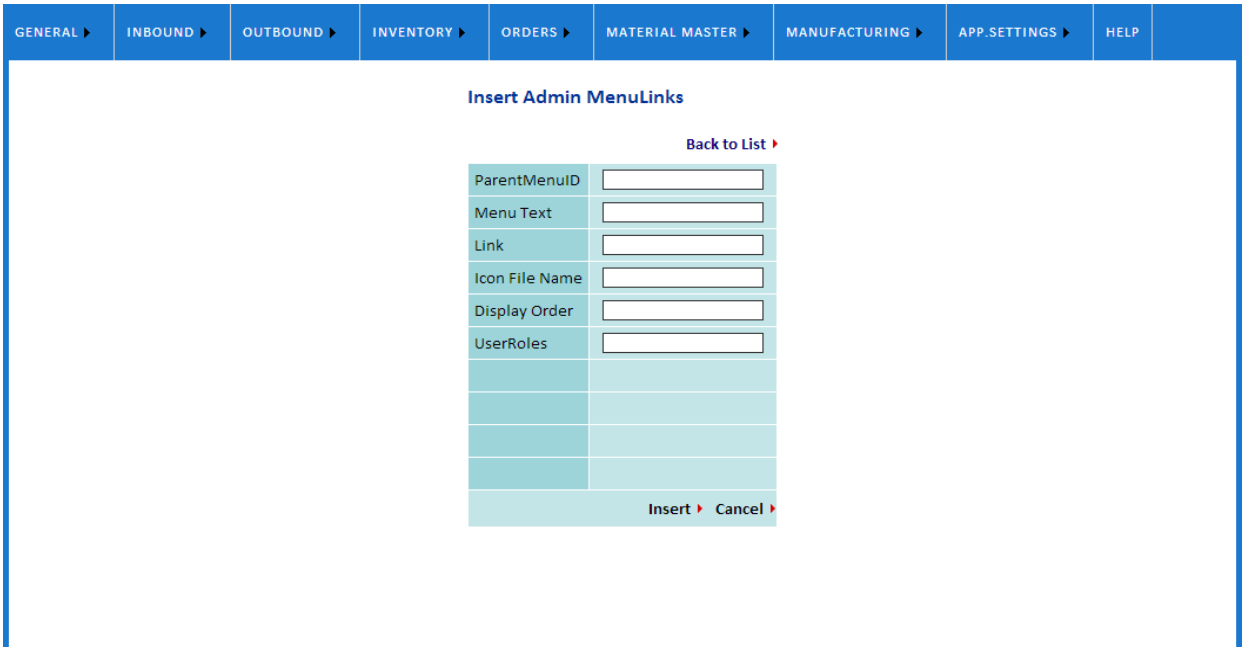
**Edit Admin MenuLink:**

Administrators can edit adminmenulink from this data grid displayed. AdminMenulink state can be set active/ inactive by giving the value ‘1’ or ‘0’ with the label ‘Active’ and menulink can be delete by giving the value ‘1’ or ‘0’ with the label ‘Delete’.




**Add AdminMenuLink:**

Administrators can add/ configure adminmenulink(s) by giving the values of parentmenuID, menu text, link, icon file name, display order, user roles as shown in below screen. To active this new adminmenulink map the user roles in edit mode.



### 8.3. System ConfigKey

Link: App.Settings >> System Configkey

This link enable the administrator to view the list of system configkey, other functionality includes Search on SysConfigKey, Edit and Add New System ConfigKey.

**Edit System ConfigKey:**

Administrators can edit system configkey from this data grid displayed. System configkey state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and system configkey can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add System ConfigKey:**

Administrators can add system configkey by giving the system configkey and default value (as like in the above user role screen shot)

### 8.4. System Configuration

Link: App.Settings >> System Configuration

This link enable the administrator to view the list of system configuration, other functionality includes Search on Sysconfigvalue, Edit and Add New System Configuration.

**Edit System Configuration:**

Administrators can edit system configuration from this data grid displayed. System configuration state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and system configuration can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add System Configuration:**

Administrators can add system configuration by giving the sysconfig value and selected sysconfigkey (as like in the above user role screen shot)

### 8.5. Report

Link: App.Settings >> Report Name List

This link enable the administrator to view the list of reports, other functionality includes Search on report name, Edit and Add New Report.

**Edit Report:**

Administrators can edit report from this data grid displayed. Report state can be set active/ inactive by giving the value '1' or '0' with the label 'Active' and report can be delete by giving the value '1' or '0' with the label 'Delete'.

**Add Report:**

Administrators can add report by giving the report name (as like in the above user role screen shot)

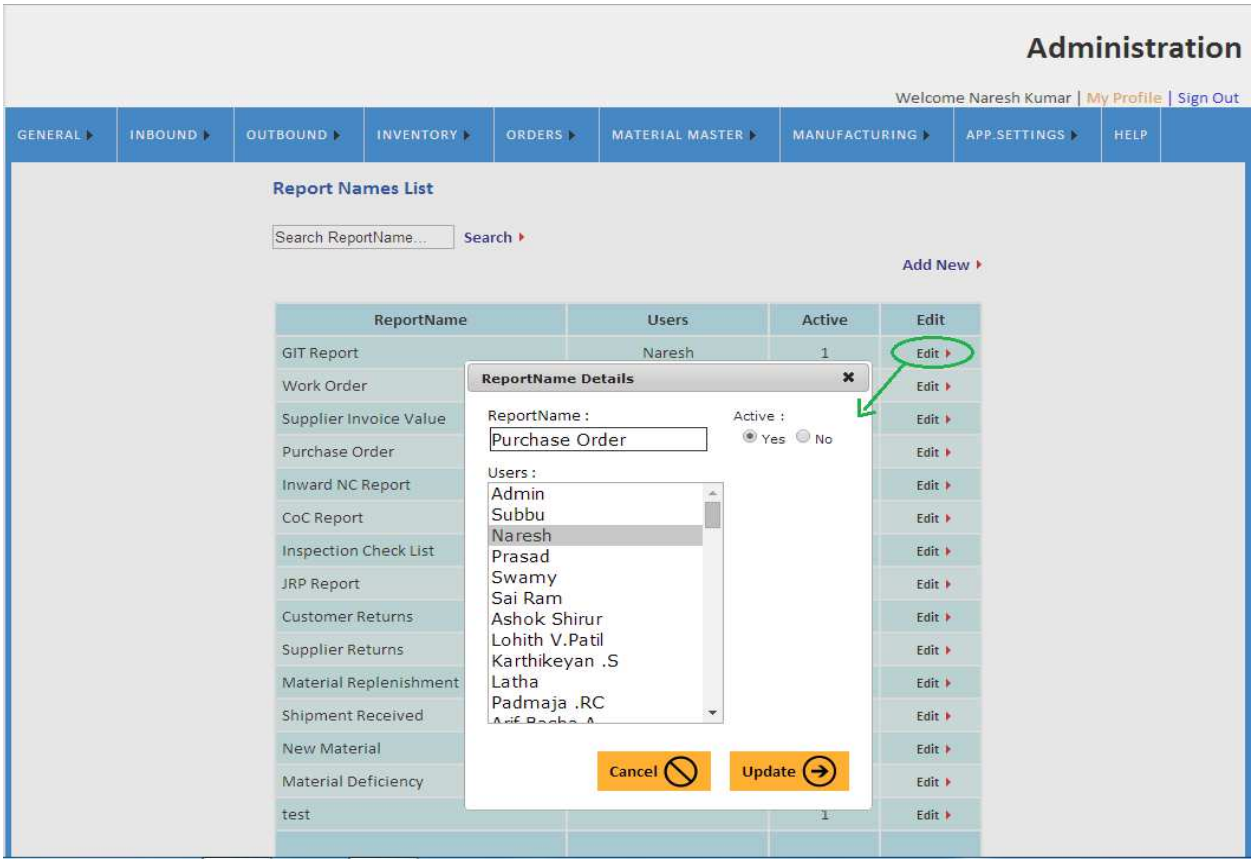
### 8.6. Report Name (Mail Configuration)

Link: App.Settings >> Mail Configuration

This link enable the administrator to view the list of reports name with assigned user(s), other functionality includes Search on report name, Edit and Add New Report.

**Edit Report:**

Administrators can edit report name with user(s) mapping from this data grid displayed. Report state can be set active/ inactive by giving the value '1' or '0' with the label 'Active'.




**Add Report:**

Administrators can add report by giving the report name (as like in the above user role screen shot)

### 8.7. HHT Release

Link: App.Settings >> HHT Release

This link enable the administrator to view the list of handheld release version details, other functionality includes Search on version, Edit and Add New HHT Release.

**Edit HHT Release:**

Administrators can edit hht release from this data grid displayed. HHT release state can be set active/ inactive by giving the value ‘1’ or ‘0’ with the label ‘Active’ and HHT release can be delete by giving the value ‘1’ or ‘0’ with the label ‘Delete’.

**Add HHT Release:**

Administrators can add hht release by giving the version, release date, operating system (OS) with remarks (as like in the above user role screen shot)