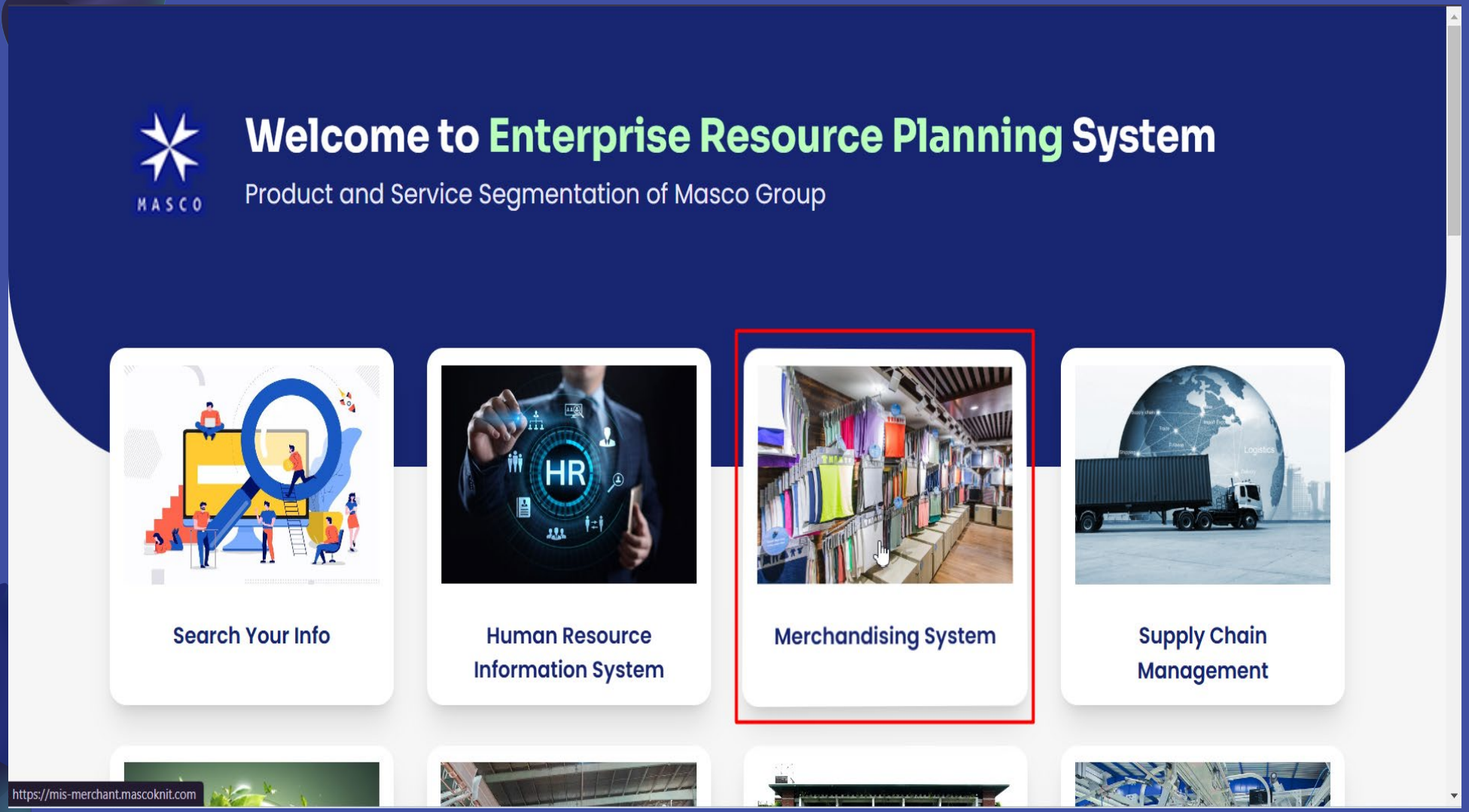
Merchandising & Marketing

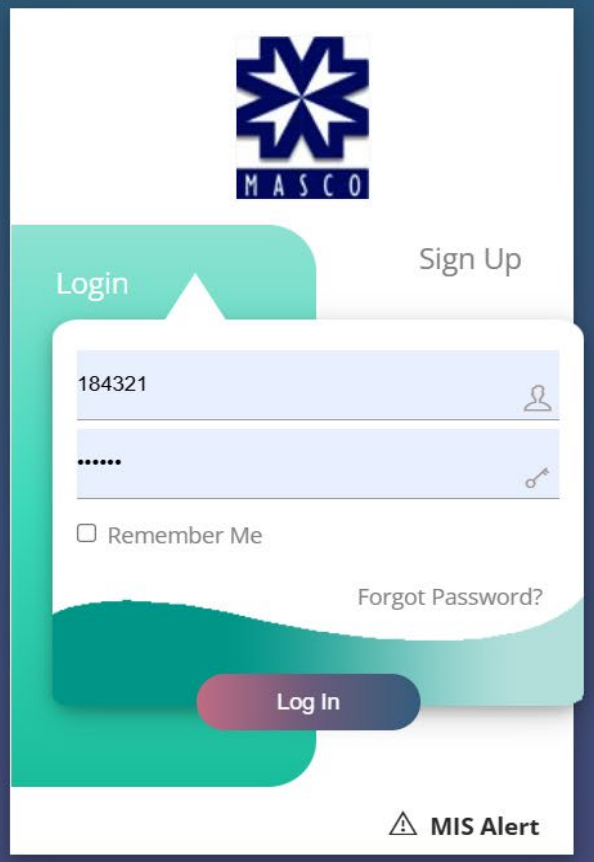
Job Creation with OCR Process

MIS and System Development

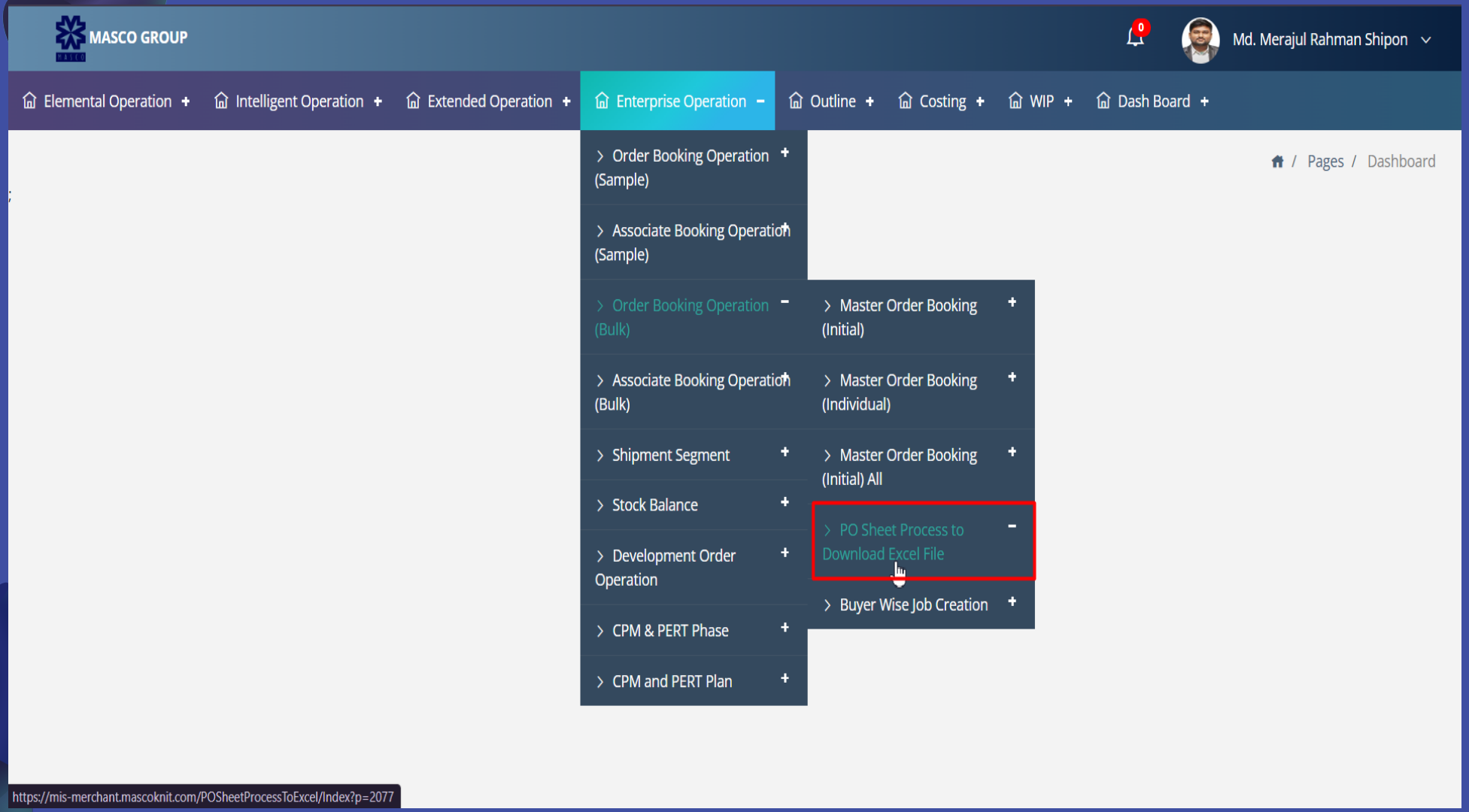
Go To Merchandising and Marketing Module



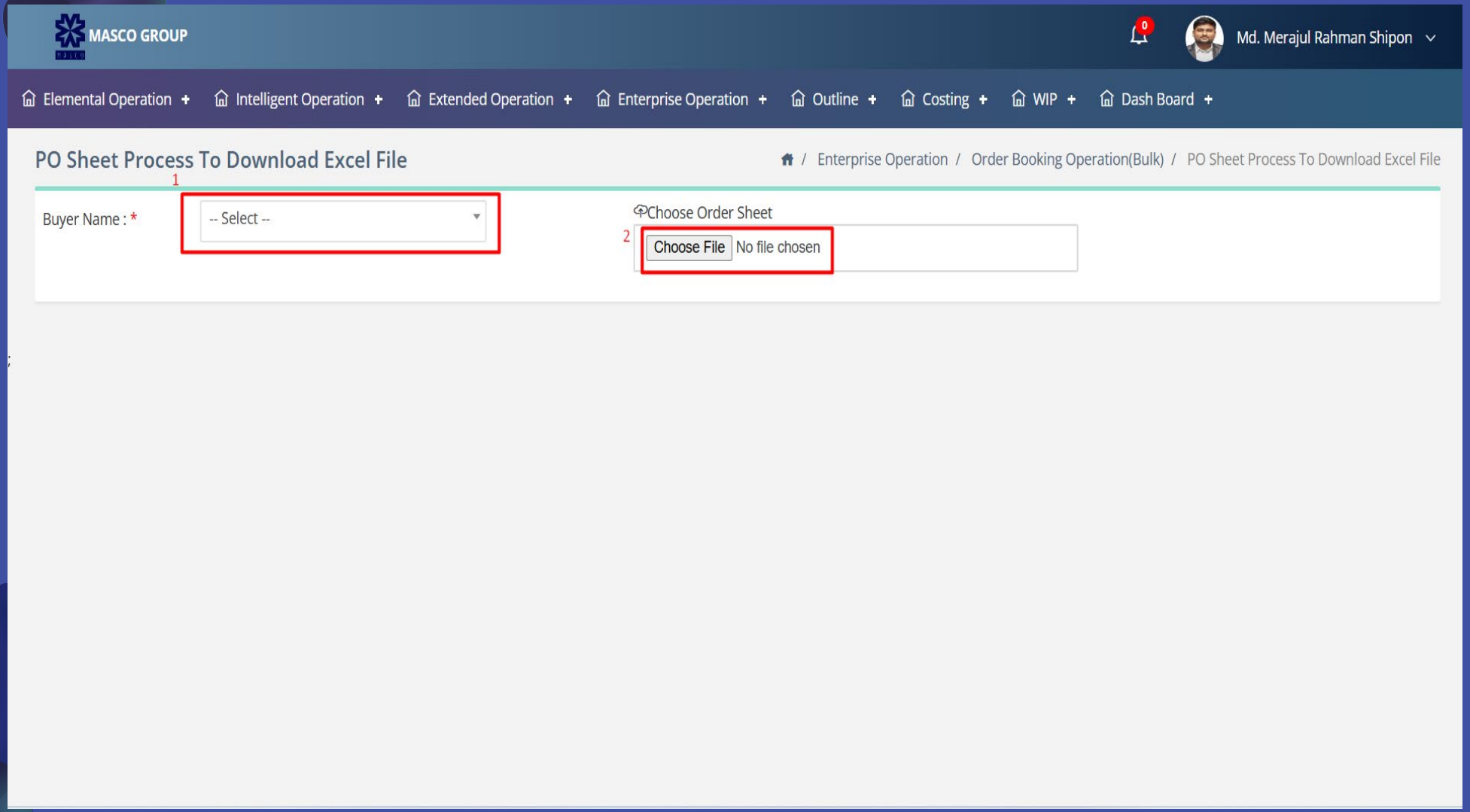
Log in to your account



From Enterprise Operation → Order Booking Operation → Go to PO Sheet Process to Download Excel File



1. Select Buyer Name.
2. Click on Choose file and Select your PO.
3. The System will convert your PO in Excel format and the Excel file will be automatically downloaded.

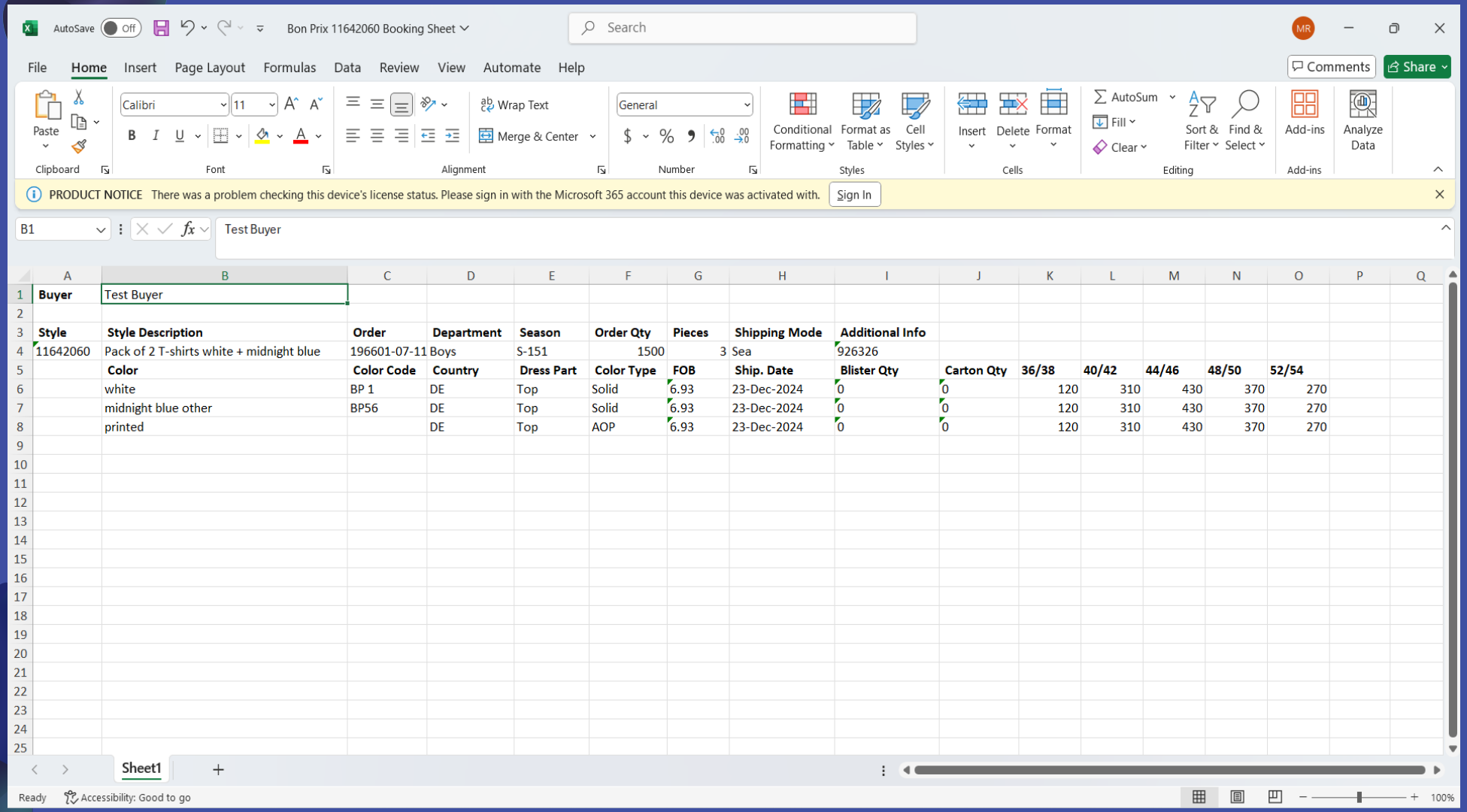


1. Open the downloaded Excel File.

2. Check if all the data are correct.

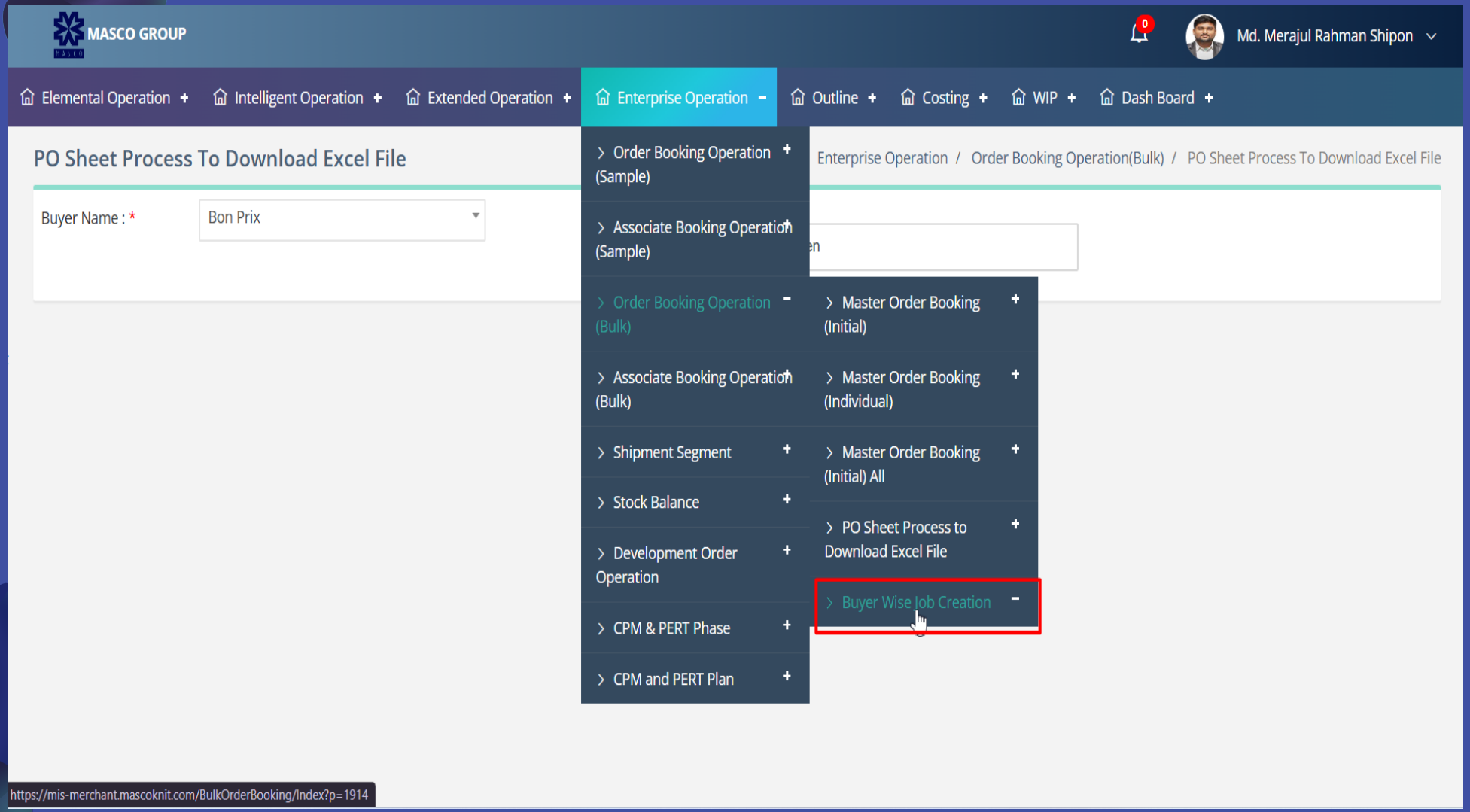
3. Make any changes if necessary.

4. Save the File.

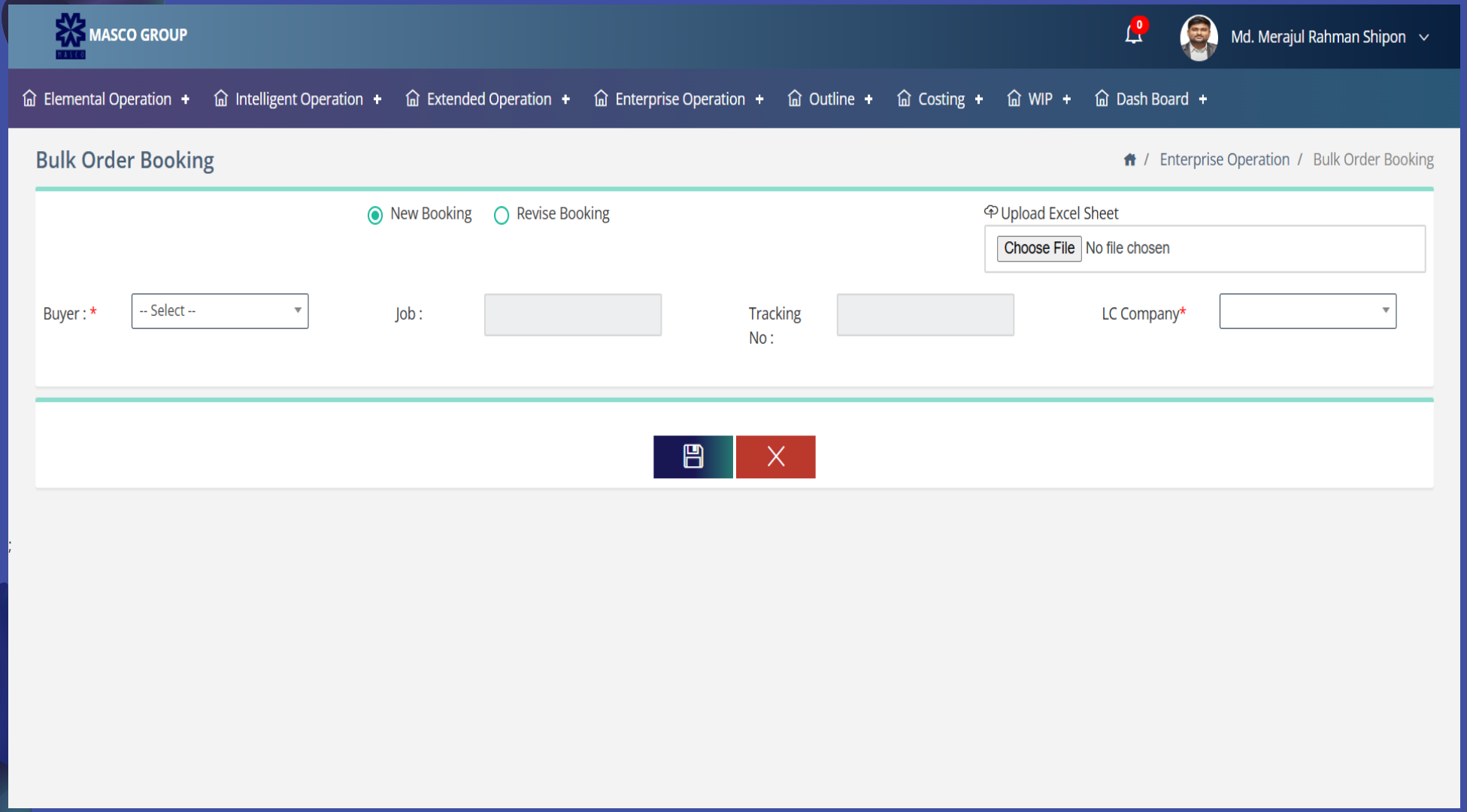


Buyer	Test Buyer													
Style	**Style Description**	**Order**	**Department**	**Season**	**Order Qty**	**Pieces**	**Shipping Mode**	**Additional Info**						
11642060	Pack of 2 T-shirts white + midnight blue	196601-07-11	Boys	S-151	1500	3	Sea	926326						
	Color	**Color Code**	**Country**	**Dress Part**	**Color Type**	**FOB**	**Ship. Date**	**Blister Qty**	**Carton Qty**	**36/38**	**40/42**	**44/46**	**48/50**	**52/54**
	white	BP 1	DE	Top	Solid	6.93	23-Dec-2024	0	0	120	310	430	370	270
	midnight blue other	BP56	DE	Top	Solid	6.93	23-Dec-2024	0	0	120	310	430	370	270
	printed		DE	Top	AOP	6.93	23-Dec-2024	0	0	120	310	430	370	270

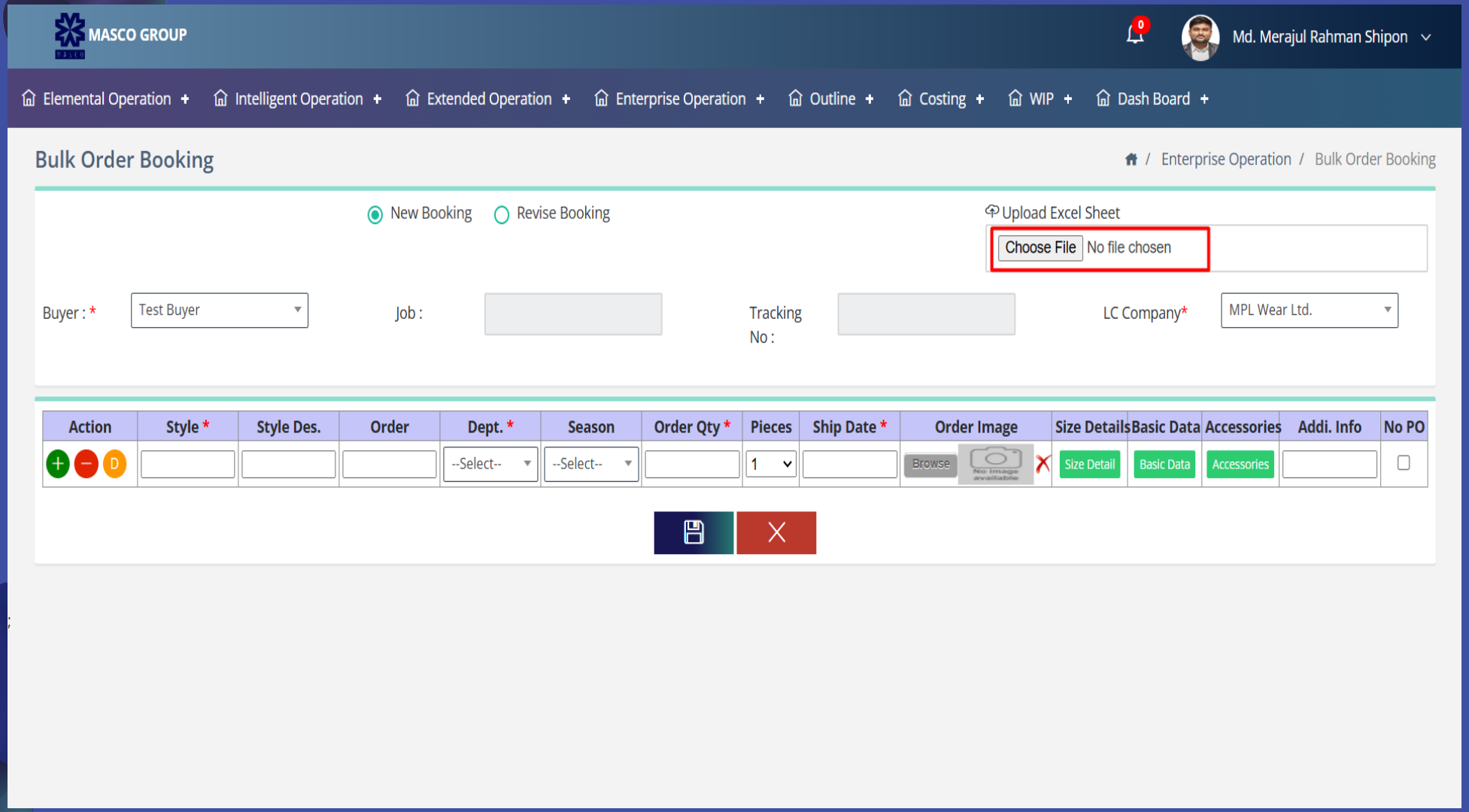
From Enterprise Operation → Order Booking Operation → Go to **Buyer Wise Job Creation**



Select Buyer name



Click on Choose File and Select the downloaded Excel file.

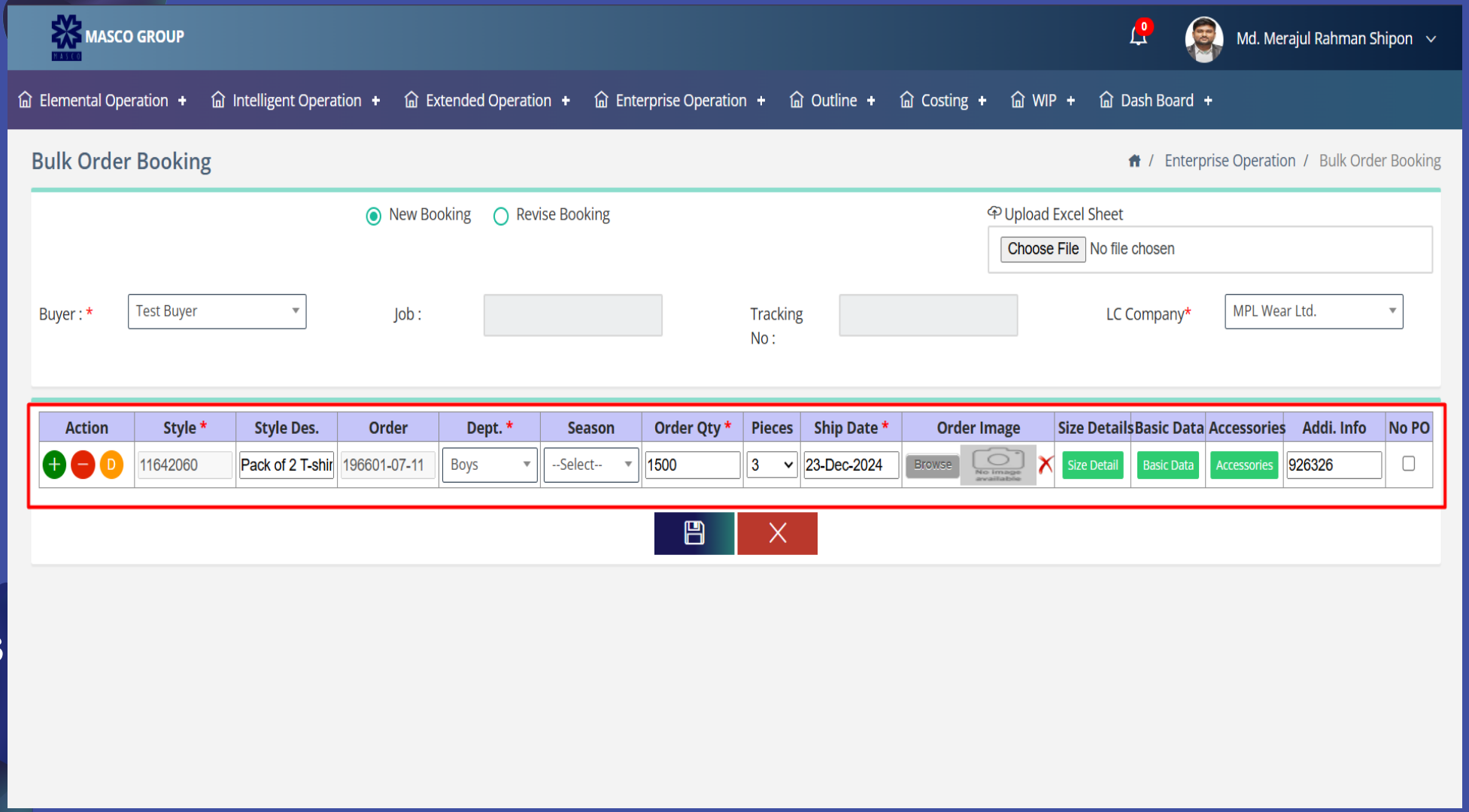


All this information will be automatically loaded from the Excel file.

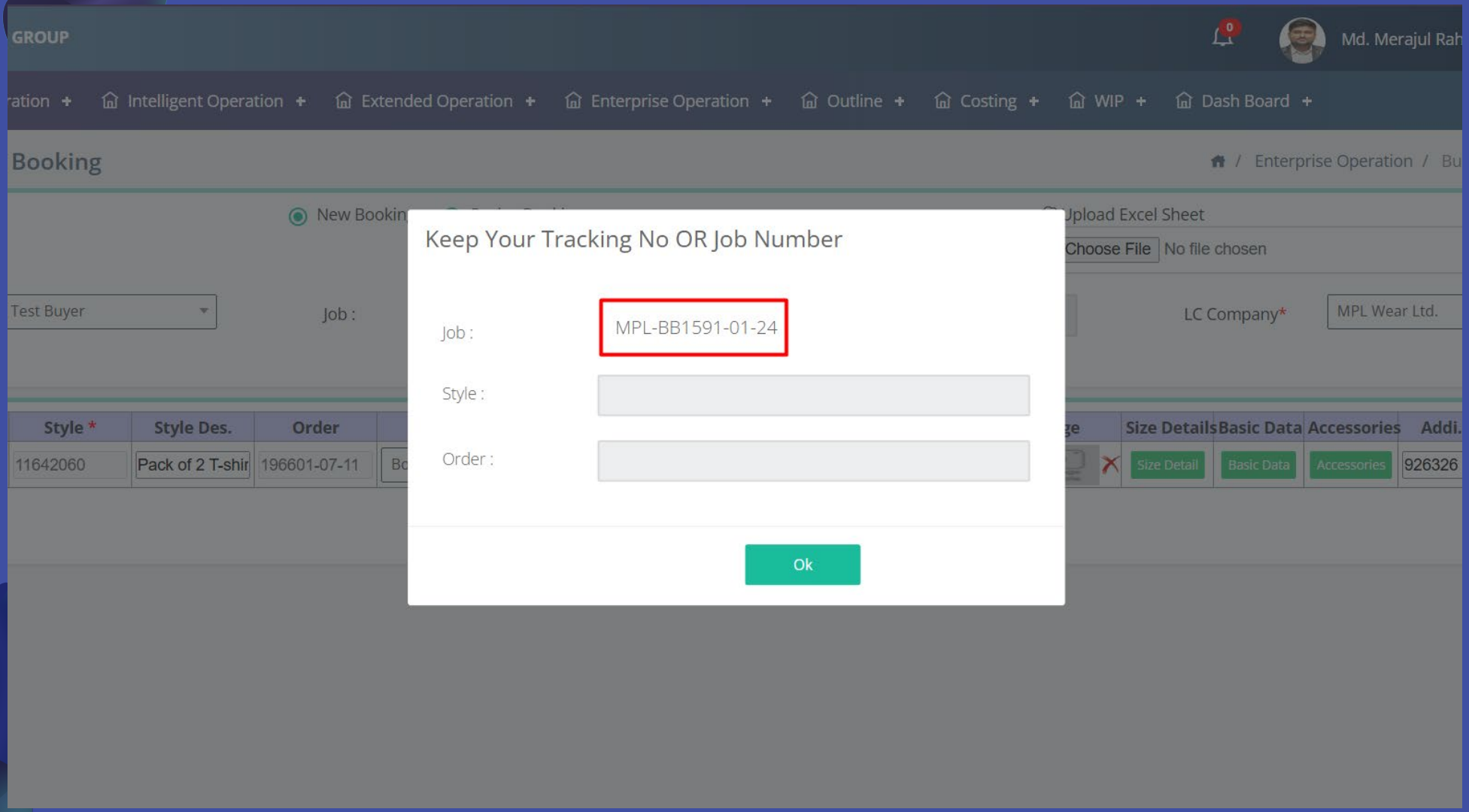
Check if all the information is correct.

You can manually enter the data that was not in Excel file.

Click Save.



Your Job is created. Keep the Tracking/Job Number.



Thank You!