3.2.2 Order Manager Path

.3.2.2 Order Manager Path

.3.2.2.1 Discussion

We will describe the process but not details of each step here. For a detailed description of the many screens and associated fields in the Order Manager, see the Manager Reference: Order.

.3.2.2.2 Customer order entry process begins.

.3.2.2.2.1 First screen with customer specified.

Order Entry begins with this screen. Using the top portion labeled "Sales Order," identify the Party placing the order, either with their User Login ID or their Party ID. The search tool can help when you only have their name.

.3.2.2.2.2 Sales Order vs. Purchase Order
Disregard the Purchase Order section of this screen. That is only used when you (as a representative of your company) are ordering product or services from another vendor for your company's use.

.3.2.2.2.3 Product Store
It is probable that your CSR (Customer Service Representative) is processing orders for more than one 'Store' which could be an actual physical presence or a virtual shopping center seen on-line by the customer. Confirming the correct Store at this point is critical.

.3.2.2.2.4 Sales Channel
How did this order reach you? Here are some possibilities:

1.) The customer is standing in front of you at your terminal, probably in an actual store front - POS Channel.

2.) The customer called in the order and you are on the phone with them at this time - phone channel.

3.) You are reading from a fax sheet, an e-mail printout, a letter or order form - FAX channel, e-mail channel, or snail mail channel, as appropriate.

4.) Some other party gathered one or more orders together and has forwarded a consolidated order to you - affiliate channel.

5.) You are not taking the order but it is being processed through the ecommerce website - defaults the category to web channel.

.3.2.2.3 Add products to the order.

.3.2.2.3.1 Primary order entry screen is complex.

Promotion/Coupon Codes

[   ] [Add Code]

Manual Promotions

[▼]
[▼] [Run Promotions]

Special Offers

Details Spend more than $100 on your favorite widgets and gizmos and get a free Micro Chrome Widget!

Details 10% off entire purchase

Details Spend more than $150 on your favorite gizmos (all products in Gizmo [100] or sub-category) and get a free Open Gizmo!

[View All Promotions]

You might also be interested in :

Massive Gizmo
The biggest gizmo ever
GZ-7000 List Price: $999.99 **Your Price: $599.99** Save: $400.00 (40%)

[1] [Add to Cart]

Tiny Gizmo
The smallest gizmo in town.
GZ-1000 Your Price: $15.99

[1] [Add to Cart]

Open Gizmo
Gizmo based on open standards - Usually ships in **12** Days!
GZ-1006 List Price: $5.99 **Your Price: from $1.99** Save: $4.00 (66%)

[Choose Variation...]

Promotion Information:

Promotions Applied:
Promotion [Details] - Total Value $27.00
Promotion [Details] - Total Value $1.99
Promotion [Details] - Total Value $1.99
Promotion [Details] - Total Value $59.99

Cart Item Use in Promotions:
Item # 1 [GZ-8544] - 1/1 Used - 0 Available
 - 1 Used as Qualifier of Promotion [Details]
Item # 2 [GZ-1006-1] - Is a Promotional Item
Item # 3 [GZ-1006-1] - Is a Promotional Item
Item # 4 [WG-1111] - Is a Promotional Item

The Order screen after one item has been entered; promotional items were added automatically. Each section is discussed below.

.3.2.2.3.2 Order Header Info

Before proceeding with the order entry, confirm that the Party is correctly identified, and that the Currency is in the correct denomination.

Click on the Party ID number to go to the Party Manager for confirming or updating information about the Party.

A running total of the current order is displayed for quick reference.

.3.2.2.3.3 Shortcuts

.3.2.2.3.3.1 Quotes

If the customer refers to a quotation submitted to them from your company, go here to locate the Quote.

.3.2.2.3.3.2 Create New Quote From Cart

Use the items accumulated in the Shopping Cart and, rather than fulfilling an order, prepare a Quotation for the customer. This Quote would go into the system established for Quotes as discussed under the Order Manager.

.3.2.2.3.3.3 Create a Request for Quote

This more formal process provides a vehicle to identify products of interest to the Customer and assemble a Quotation based upon the Request initiated here. The Request is initially based upon products identified in the Customers Cart, and is created for this named Customer. To follow through on this, see the Requests tab under the Order Manager.

.3.2.2.3.3.4 Find Party

Takes you to the Party Manager - Find Party screen.

.3.2.2.3.3.5 Create Customer

If this Order is for a new Customer, here is the link to the Party Manager to establish the information needed in the system.

.3.2.2.3.3.6 Change Party

Cancels the current Sales Order process and takes you to the initial Order Entry screen where you need to identify the Party.

.3.2.2.3.3.7 Create New Product

If your customer asks for a product which has not yet been established in the system, and you know you can get it for them, this link allows you to quickly create the product identity within OFBiz before proceeding with the order.

.3.2.2.3.3.8 Quick Add

Let's say that you are dealing with a customer who knows what he wants and you do not need many of the features and links given on this particular screen. By choosing [Quick Add] you are taken to a simplified ordering screen (shown below) where the order taking can be quickly accomplished. Compare this screen (as shown above) with the Quick Add screen (below) to visualize the differences.

.3.2.2.3.3.8.1 Quick Add Screen

The Quick Add screen removes many of the links and features of the full Order Entry screen, but may be easier to use.

.3.2.2.3.3.9 Shopping List

.3.2.2.3.3.9.1 Table of existing Shopping lists for this Party

Create Sales Order			Clear Order	Recalculate Order	Quick Finalize Order	Finalize Order
Shopping List	List Type	Description		
Sherry's List	Frequent Purchases		View List	Quick Add All
New Shopping List	Wish List		View List	Quick Add All
auto-save	Special Purpose		View List	Quick Add All
New Shopping List	Wish List		View List	Quick Add All
New Shopping List	Wish List		View List	Quick Add All

A click on the Shopping List link brings up a table of this Party's existing Lists. [Quick Add All] brings all of the items on a selected List into this current Order.

.3.2.2.3.3.9.2 Choose single items from a selected Shopping List

Create Sales Order									Clear Order	Recalculate Order	Quick Finalize Order	Finalize Order
Shopping List Id	Shopping List Item Seq Id	Product	Quantity	Reserv Start	Reserv Length	Reserv Persons	Quantity Purchased	
10030	00001	GZ-9290 - A set of his/her gizmos	1		0	0		Add 1.0 to Order
10030	00002	GZ-5005 - The stylish gizmo	1		0	0		Add 1.0 to Order
10030	00003	WG-1111 - Micro Widget - Chrome Colored	1		0	0		Add 1.0 to Order

Quick Add All

Return

This screen appears if you select and click on a [View List] link. Individual items from this Shopping List can be added to the Order by a click in the RH column.

.3.2.2.3.4 Choose Catalog
Your customer might be ordering from your Spring catalog, your Outdoor Specials catalog, or whatever Catalog you may have placed into his hands. Establish the Catalog here so that prices reflect the Catalog he sees. This will also govern what products, special offers, discounts, and other details of the marketing process are presented in this screen and for the order itself.

.3.2.2.3.5 Search Catalog
While talking with the customer, this will give you access to the Catalog to help him locate what he wants.

.3.2.2.3.6 Browse Categories
Here is another way to find products within categories.

.3.2.2.3.7 Create Sales Order section

.3.2.2.3.7.1 Links to processes
Across the top bar are these link buttons:

Clear Order which removes all data from the screen except the Party ID.

Recalculate Order which is selected when a quantity or other adjustment has been made.

Quick Finalize Order which consolidates several steps into one screen for faster completion. Finalize Order which should not be selected until all entries have been made on this page. This one takes you to the next step in the order process.

.3.2.2.3.7.2 Product ID

.3.2.2.3.7.2.1 Enter the Product ID

.3.2.2.3.7.2.2 Quick Lookup link

Create Sales Order				Clear Order	Recalculate Order	Quick Finalize Order	Finalize Order
Product ID	Brand Name	Internal Name	Quantity - Amount - Desired Delivery Date	
GZ-8544		Big Gizmo				
	Add To Order			

Especially useful for preparing Quotes, this pop-in screen gives more control over the order creation process.

.3.2.2.3.7.2.3 Popup Search tool finds products quickly.

	Brand Name	Internal Name	Product Type Id	
GZ-1000		Tiny Gizmo	FINISHED_GOOD	
GZ-1001		Nan Gizmo	FINISHED_GOOD	
GZ-1004		Rainbow Gizmo	FINISHED_GOOD	
GZ-1005		.NIT Gizmo	FINISHED_GOOD	
GZ-1006		Open Gizmo	FINISHED_GOOD	Variants
GZ-1006-1		Open Gizmo (LGPL)	FINISHED_GOOD	
GZ-1006-2		Open Gizmo (GPL)	FINISHED_GOOD	
GZ-1006-3		Open Gizmo (BSD)	FINISHED_GOOD	
GZ-1006-4		Open Gizmo (MIT)	FINISHED_GOOD	
GZ-2002		Square Gizmo	FINISHED_GOOD	
GZ-2644		Round Gizmo	FINISHED_GOOD	
GZ-5005		Purple Gizmo	FINISHED_GOOD	
GZ-7000		Massive Gizmo	FINISHED_GOOD	
GZ-8544		Big Gizmo	FINISHED_GOOD	
GZ-9290		His/Her Gizmo	FINISHED_GOOD	
GZ-BASKET		Auto-Explode Gizmo Basket	FINISHED_GOOD	
GZ-KIT		Pre-Assembled Gizmo Kit	FINISHED_GOOD	

Use the popup search tool to find your products quickly. Select by clicking on Product ID.

.3.2.2.3.7.3 Quantity
How many are wanted?

.3.2.2.3.7.4 Desired delivery date
Note that this does not say Promised delivery dated. If the customer indicates a date when he would like to have the delivery, this date can serve as a guide to when to process the order in house. It also guides you to recommend the appropriate shipping method, ensuring compliance with this date but at the lowest cost to the customer.

Use the popup calendar to find the date.

Use as default desired delivery date for next entry, if checked, will keep this date for all the items ordered.

.3.2.2.3.7.5 Comment
Be judicious what you write here: this may appear on paperwork reaching the customer such as packing slips, invoices, etc.

This may be the place for comments such as 'wrap each item separately' when several units of the same item are being sent in an order to the same address but are intended for different recipients, for example.

If the comment applies to more than this item in the order, check the box labeled Use as default comment for next entry

.3.2.2.3.7.6 Add To Order
This button should not be clicked until all details in this section are confirmed: quantity, product, dates, etc. It updates the totals and enters particulars into the next section. It does NOT clear the fields, however, so if it is pressed twice the order will be doubled.

.3.2.2.3.8 Add Order Items to Shopping List
First select a list from the drop-down box, then click on [Add To Shopping List]. All of the ordered items to that point will be added to the selected List, in the quantity ordered.

.3.2.2.3.9 Order Items section

.3.2.2.3.10 Promotion/ Coupon Codes
Enter the code number from other Promotions or Coupons and click on [Add Code]. Appropriate discounts or promotional consideration will be

calculated into the order if the Code is currently valid.

.3.2.2.3.11 Special Offers

.3.2.2.3.11.1 Details

Details brings up this working screen where you can present the offer to the customer, offer him his choices and then enter the quantity. Upon clicking [Add to Cart], you are returned to the main Order Entry screen.

.3.2.2.3.11.2 View All Promotions

Create Sales Order　　　　Clear Order | Recalculate Order | Finalize Order

Special Offers

[Details] Get $500 off any item in the Small Gizmos [101] category, limit 1 per order, 2 per customer, 3 for entire promotion promotion. Discount not to exceed the price of the item.

[Details] Buy $50 of your favorite gizmos (all products in Gizmo [100] or sub-category) get a free Open Gizmo! Limit 2 per order.

[Details] Spend more than $150 on your favorite gizmos (all products in Gizmo [100] or sub-category) and get a free Open Gizmo!

[Details] Spend more than $1000 in any 12 months on our fabulous Widgets and Gizmos and get a 5% discount.

[Details] Buy 4 items for $50 from Purple Gizmo [GZ-5005], Rainbow Gizmo [GZ-1004], Round Gizmo [GZ-2644] or Square Gizmo [GZ-2002] limit 2 per customer

[Details] Spend more than $100 on your favorite widgets and gizmos and get a free Micro Chrome Widget!

[Details] 20% off any one item, either GZ-1005 (.NIT Gizmo) or GZ-1006 (Open Gizmo) with a limit of 1 per order

[Details] 10% off entire purchase

[Details] $10 off entire purchase of $50 or more with promo code [9000], limit use of code to one per customer, limit for three uses total for the code

[Details] Buy 3 Get 2 Free in the Widgets [200] or any sub-category (except the Small Widgets [201] category and sub-categories, but always including the Micro Widgets [20111] category), limit to two per order

[Details] Buy 1 Big Gizmo [GZ-8544] or Massive Gizmo [GZ-7000] Get 1 Purple Gizmo [GZ-5005] At 50% off with promo code [9001] (must be associated with Party or Email), no limit

---

View All Promotions brings up this overlay on the Create Sales Order section where you can select from any of the current promotions. Click on [Details] to bring up the screen previously discussed. Click the [Order Entry] tab to return to the current order.

.3.2.2.3.12 You might also be interested in

Strictly a promotional tool, here is a selection of items which you can offer to the customer before moving past this screen. Simply enter the quantity and [Add to Cart] when he indicates acceptance.

.3.2.2.3.13 Promotion Information

In the left-hand portion of this section, all those Promotions which have been applied to the order are given. Select [Details] to obtain more information.

In the right-hand portion, the ordered items which made the customer eligible for a promotion are given. Promotion opportunities not yet applied are also indicated. Every item being shipped as a promotional giveaway is listed as well.

.3.2.2.4 Finalize Order

.3.2.2.4.1 Shipping

.3.2.2.4.1.1 Ship To address

| Accounting | Catalog | Content | Facility | Manufacturing | Marketing | Order | Party | Shark | WebTools | WorkEffort |

Order Manager Application

| Requests | Quotes | Find Orders | Order Entry | Returns | Requirements | Order Tasks | | Stats | Reports | Logout |

Sales Order : Order Entry Ship-To Settings   Order Items | Shipping | Options | Payment | Parties | Review Order | Continue

[Create New]

To: Sherry Shopper
123 Center Street
Pleasant Grove
UT
84055
USA

[Update]

W3C css   W3C XHTML 1.0

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Click the radio button beside the address to which the order will be shipped, then click on [Continue]. If the ship-to is different, click on [Create New], complete the address, then press [Continue].

.3.2.2.4.2 Options

.3.2.2.4.2.1 Additional details about the order

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Welcome THE ADMINISTRATOR!
2005-07-08 20:13:21.528

English (United States)   Set

Accounting | Catalog | Content | Facility | Manufacturing | Marketing | Order | Party | Shark | WebTools | WorkEffort

Order Manager Application

Requests   Quotes   Find Orders   Order Entry   Returns   Requirements   Order Tasks   Stats   Reports   Logout

Sales Order : Order Option Settings   Order Items | Shipping | Options | Payment | Parties | Review Order | Continue

○ UPS Guaranteed Next Day - $22.60
○ UPS Air - $12.20
◉ UPS Ground - $6.60
○ USPS Express
○ USPS Standard
○ No Shipping - $0.00

Ship all at once, or 'as available'?
◉ Please wait until the entire order is ready before shipping.
○ Please ship items I ordered as they become available (you may incur additional shipping charges).

Special Instructions

[   ]

PO Number [   ]

Is This a Gift? ◉ Yes ○ No

Gift Message

Happy birthday, my husband.

Love, Sherry Shopper

Ship Before Date : [2005-07-14 00:00:00.0]
Ship After Date : [   ]

Complete all applicable Options before clicking on [Continue].

.3.2.2.4.2.2 Shipping methods
Select the radio button for the preferred shipping method. Consider the customer's desired delivery date, the availability of product, your order processing time, and the transportation time required before agreeing with the customer to a specific mode of shipping.

Note how the cost of each method is already determined and displayed for you. Let the customer know the cost involved and obtain his consent to the cost.

.3.2.2.4.2.3 Single or multiple shipments
Sometimes the customer needs to have all parts of the order available at the same time; they will elect to wait until all of the items are available before shipping. Others want whatever items are available immediately and prefer not to wait for the rest. Select the radio button to match their preference, but explain that an additional shipping cost might be incurred.

.3.2.2.4.2.4 Special Instructions
If you get them, record any special instructions here. These will appear on the Pick Sheets.

.3.2.2.4.2.5 PO Number

If this order is being completed from a numbered Purchase Order, enter that number here. Otherwise, disregard.

.3.2.2.4.2.6 Gift? / Gift Message

The Yes radio button selection will direct packers to Gift Wrap if that was requested in the order. Also, it directs them to attach the Message which follows in the next section.

.3.2.2.4.2.7 Ship Before / After Date

The customer could have any one of many different reasons for wanting the order to be shipped before or after a specific date. For example, budget that must be spent within a certain quarter would require the order be fulfilled before the end of the quarter. Similarly, if the item is not budgeted until next quarter, but they want to receive it early within that quarter, they might specify the first day of the next business quarter.

Use the popup calendar to identify and insert the date, else enter with the format: yyyy-MM-dd 00:00:00.0

.3.2.2.4.3 Payment

.3.2.2.4.3.1 How will they pay?

Select the radio button to correspond with the payment method preferred by the customer.

.3.2.2.4.3.2 Offline / Payment Received

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English (United States) ▾ | Set

| Accounting | Catalog | Content | Facility | Manufacturing | Marketing | Order | Party | Shark | WebTools | WorkEffort |

Order Manager Application

Requests | **Quotes** | **Find Orders** | **Order Entry** | **Returns** | **Requirements** | **Order Tasks** | | **Stats** | **Reports** | **Logout**

Sales Order : Order Entry Payment Settings | Order Items | Shipping | Options | Payment | Parties | Review Order | Continue

☐ Billing address is the same as the shipping address

To Name	Sherry Shopper
Attention Name	
Address Line 1	*
Address Line 2	
City	*
State/Province	▾
Zip/Postal Code	*
Country	United States ▾ *

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Billing information is completed here when credit card or eft payments are not used.

.3.2.2.4.3.3 Credit/Debit card

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| Accounting | Catalog | Content | Facility | Manufacturing | Marketing | Order | Party | Shark | WebTools | WorkEffort |

Order Manager Application

Requests | Quotes | Find Orders | Order Entry | Returns | Requirements | Order Tasks | | Stats | Reports | Logout

Sales Order : Order Entry Payment Settings   Order Items | Shipping | Options | Payment | Parties | Review Order | Continue

☐ Billing address is the same as the shipping address

To Name	Sherry Shopper
Attention Name	
Address Line 1	*
Address Line 2	
City	*
State/Province	▾
Zip/Postal Code	*
Country	United States ▾ *

Company Name on Card	
Prefix on Card	Select One ▾
First Name on Card	*
Middle Name on Card	
Last Name on Card	*
Suffix on Card	Select One ▾
Card Type	Visa ▾ *
Card Number	*
Expiration Date	▾ ▾ *

W3C CSS W3C XHTML 1.0

Credit (or debit) card information can be obtained at this point and will be posted to the Order Manager DB.

.3.2.2.4.3.4 Electronic Fund Transfer

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Accounting | Catalog | Content | Facility | Manufacturing | Marketing | Order | Party | Shark | WebTools | WorkEffort

Order Manager Application

Requests | Quotes | Find Orders | Order Entry | Returns | Requirements | Order Tasks | Stats | Reports | Logout

Sales Order : Order Entry Payment Settings   Order Items | Shipping | Options | Payment | Parties | Review Order | Continue

☐ Billing address is the same as the shipping address

To Name   Sherry Shopper
Attention Name
Address Line 1   *
Address Line 2
City   *
State/Province
Zip/Postal Code   *
Country   United States   *

Name on Account   *
Company Name on Account
Bank Name   *
Routing Number   *
Account Type   *
Account Number   *

W3C CSS✓   W3C XHTML 1.0✓

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To one-time debit the customer's bank account, complete the form here.

.3.2.2.4.4 Parties

There may be reasons for associating another Party or Group with the order. For example, the person placing the order might be a member of an existing customer group, such as a shopping club, or they might be a purchasing agent for a company and need to be identified with that company.

When you select to identify another group or individual for association, a process will be followed. You will be returned automatically to complete the rest of the order.

.3.2.2.4.5 Review Order

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Accounting | Catalog | Content | Facility | Manufacturing | Marketing | Order | Party | Shark | WebTools | WorkEffort

Order Manager Application

Requests | Quotes | Find Orders | Order Entry | Returns | Requirements | Order Tasks | Stats | Reports | Logout

Sales Order : Order Confirmation   Order Items | Shipping | Options | Payment | Parties | Review Order | Create Order

Destination   To: Sherry Shopper
               123 Center Street
               Pleasant Grove, UT 84055
               USA

Method   UPS Ground

Splitting Preference	Please wait until the entire order is ready before shipping.				
Gift??	This order is a gift				
Gift Message	Happy birthday, my husband. Love, Sherry Shopper				
Ship Before Date	2005-07-14 00:00:00.000				

Payment Information

Offline Payment

Order Items

Product	Quantity	Unit Price	Adjustments	Sub.Total
WG-9943-S3 - Giant Widget S3	1	$440.00	$0.00	$465.30
Adjustment: Sales Tax Jurisdiction: Utah [UT] (in: United States [USA]) **Rate: 0.048**				$20.90
Adjustment: Sales Tax Jurisdiction: Not Applicable [_NA_] **Rate: 0.01**				$4.40
GZ-8544 - Big Gizmo	1	$269.99	$0.00	$285.51
Adjustment: Sales Tax Jurisdiction: Utah [UT] (in: United States [USA]) **Rate: 0.048**				$12.82
Adjustment: Sales Tax Jurisdiction: Not Applicable [_NA_] **Rate: 0.01**				$2.70
GZ-1006-1 - Open Gizmo (LGPL)	1	$1.99	($1.99)	$0.00
Adjustment: Promotion				($1.99)
Adjustment: Sales Tax Jurisdiction: Utah [UT] (in: United States [USA]) **Rate: 0.048**				$0.00
GZ-1006-1 - Open Gizmo (LGPL)	1	$1.99	($1.99)	$0.00
Adjustment: Promotion				($1.99)
Adjustment: Sales Tax Jurisdiction: Utah [UT] (in: United States [USA]) **Rate: 0.048**				$0.00
WG-1111 - Micro Chrome Widget	1	$59.99	($59.99)	$0.00
Adjustment: Promotion				($59.99)
Adjustment: Sales Tax Jurisdiction: Utah [UT] (in: United States [USA]) **Rate: 0.048**				$0.00
Adjustment: Sales Tax Jurisdiction: Not Applicable [_NA_] **Rate: 0.01**				$0.00

Sub.Total	$709.99
Promotion	($71.00)
Shipping and Handling	$6.60
Sales Tax	$40.82
Grand Total	$686.41

If there are any discrepancies in the order, this is the time to fix them. Click on the appropriate link to the right of Sales Order : Order Confirmation to be returned to the applicable screen. When everything meets with the customer's approval, then click on [Create Order].

.3.2.2.5 Create Order

.3.2.2.5.1 Order confirmation screen

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Welcome THE ADMINISTRATOR!
2005-07-08 21:03:14.841

English (United States)   Set

Accounting | Catalog | Content | Facility | Manufacturing | Marketing | Order | Party | Shark | WebTools | WorkEffort

Order Manager Application

Requests | **Quotes** | **Find Orders** | **Order Entry** | **Returns** | **Requirements** | **Order Tasks** | | **Stats** | **Reports** | **Logout**

Order Confirmation #WS10010

Destination	**To:** Sherry Shopper 123 Center Street Pleasant Grove, UT 84055 USA
Method	UPS Ground
Splitting Preference	Please wait until the entire order is ready before shipping.
Gift??	This order is a gift
Gift Message	Happy birthday, my husband. Love, Sherry Shopper
Ship Before Date	2005-07-14 00:00:00.000

Payment Information

Offline Payment

Please Send Payment To::
Company XYZ
2003 Open Blvd
Open City, CA 999999
USA

Be sure to include your order #

Order Items

Product	Quantity	Unit Price	Adjustments	Sub.Total
WG-9943-S3 - Giant Widget S3	1	$440.00	$0.00	$465.30
Adjustment: Sales Tax Jurisdiction: Utah [UT] (in: United States [USA]) **Rate:** 0.048				$20.90
Adjustment: Sales Tax Jurisdiction: Not Applicable [_NA_] **Rate:** 0.01				$4.40
GZ-8544 - Big Gizmo	1	$269.99	$0.00	$285.51
Adjustment: Sales Tax Jurisdiction: Utah [UT] (in: United States [USA]) **Rate:** 0.048				$12.82
Adjustment: Sales Tax Jurisdiction: Not Applicable [_NA_] **Rate:** 0.01				$2.70
GZ-1006-1 - Open Gizmo (LGPL)	1	$1.99	($1.99)	$0.00
Adjustment: Promotion				($1.99)
Adjustment: Sales Tax Jurisdiction: Utah [UT] (in: United States [USA]) **Rate:** 0.048				$0.00
GZ-1006-1 - Open Gizmo (LGPL)	1	$1.99	($1.99)	$0.00
Adjustment: Promotion				($1.99)
Adjustment: Sales Tax Jurisdiction: Utah [UT] (in: United States [USA]) **Rate:** 0.048				$0.00
WG-1111 - Micro Chrome Widget	1	$59.99	($59.99)	$0.00
Adjustment: Promotion				($59.99)
Adjustment: Sales Tax Jurisdiction: Utah [UT] (in: United States [USA]) **Rate:** 0.048				$0.00
Adjustment: Sales Tax Jurisdiction: Not Applicable [_NA_] **Rate:** 0.01				$0.00

Sub.Total	$709.99
Promotion	($71.00)
Shipping and Handling	$6.60
Sales Tax	$40.82
Grand Total	$686.41

Be sure to give the customer his Order Confirmation number. The appearance of this form indicates that all internal processes for processing the order have been completed up to but not including order approval.

.3.2.2.5.2 Order Entry is now completed.

Congratulations! You have completed all the aspects of entering an order into the system. Be sure the customer receives the Order Confirmation number. You might wish to mail or fax a copy of this screen to the customer for their reference.

Work has just begun behind the scenes for processing the order, however. The next step will be giving Acceptance and/or Approval for the order which will trigger the processes needed to get the product out the door.