

**Paragon  
Parts Counter Guide  
July 2005  
FSW709**

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# Chapter 1    **Parts Inquiry and Availability**

## **Introduction**

In this chapter, you will learn how to:

- Inquire about a part
- Compare freight rates based on different shipping methods
- Create a new order
- Run the Sales Order Overview report from the Parts Inquiry and Availability screen

## **Terms**

Refer to the paragon glossary for terms used in this chapter.

## **Business Process**

In paragon, a part is referred to as a material.

Dealers and customers use the Parts Inquiry and Availability screen to do the following tasks:

- Look up pricing and availability of a part.
- Look up the general dimensions, weight, and other general information to decide which carrier to use for a specific part.
- Look up supersession information for a part.
- Compare rates for different shipping methods.
- Create an order
- Run an Order Overview report

## **What's New**

The Parts Inquiry and Availability screen provides the following features to streamline paragon workflow:

- Shipping conditions (see page 5)
- Improved supersedure navigation (see page 6)
- Access to order creation (see page 6)
- Access to sales order overview (see page 6)

## **Shipping conditions**

You can change the shipping method on the Parts Inquiry and Availability screen to compare freight rates, and then use this information to help you decide how to ship a part.

**Improved  
supersedure  
navigation**

You can navigate forward and backward through a part supersession chain, one part at a time.

**Access to order  
creation**

You can create an order from the Parts Inquiry and Availability screen using the material that you enter in the Material field.

**Access to sales  
order overview**

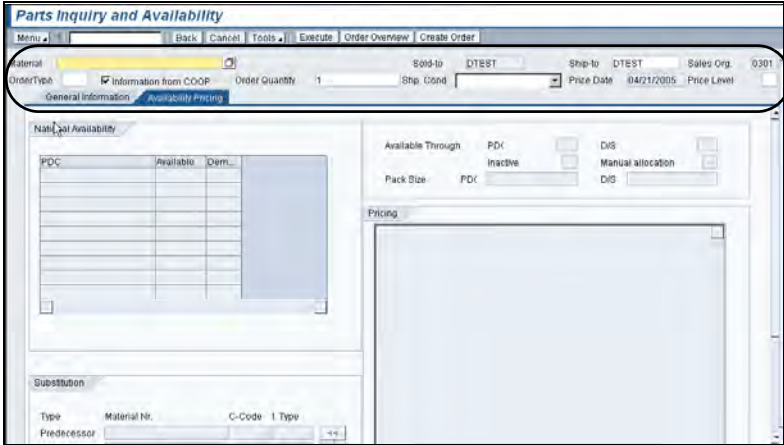
You can run an Order Overview report from the Parts Inquiry and Availability screen to view a list of existing orders that were created for the material that is being viewed.

# Transaction Procedures

## Open the Parts Inquiry and Availability screen

This section describes how to inquire about a part and compare rates for different shipping methods.

Follow these steps to open the Parts Inquiry and Availability screen:

1	On the User menu, double-click <b>Reports and Overviews</b> .
2	<p>Double-click <b>Parts Inquiry and Availability</b>.</p> <p>The Parts Inquiry and Availability screen appears.</p>  <p><b>NOTE</b> The dealer or customer code defaults in the <b>Sold-to</b> field.</p>
3	<p>On the Parts Inquiry and Availability screen, enter data as follows:</p> <ul style="list-style-type: none"> <li>■ <b>Material:</b> Part number</li> <li>■ <b>Ship-to.</b> If no entry is made in the <b>Ship-to</b> field, the primary ship-to address is the default. To view pricing for a specific customer, use the Possible Entries function.</li> <li>■ <b>Order Quantity:</b> If no entry is made, a quantity of 1 defaults.</li> </ul>
4	To view availability only in paragon PDCs, deselect <b>Information from COOP</b> (optional).
5	To view shipping charges, in the <b>Shp. Cond.</b> field, enter the shipping method (optional).
6	To view pricing for customers, select the appropriate entry in the <b>Price Level</b> field (optional).

7 Click **Execute**.

The Parts Inquiry and Availability screen appears with availability, pricing, and supersession information for the part.

**Parts Inquiry and Availability**

Material: GRO H9420 CLEAR GLD BEAM BUILD Sold-to: FCVCD Ship-to: FCVCD Sales Org: 0001

Order Type: Order Quantity: 1 Ship. Cond: Price Date: 04/19/2005 Price Level:

General Information Availability Pricing Substitution

**National Availability**

PDC	Available	Dem
FL02-Munich PDC	4	-
FL07-Chicago PDC	0	-
FL20-Atlanta PDC	9	-
FL24-Brisport PDC	11	-
FL27-Toronto PDC	0	-
FL43-Reno PDC	7	-
FL52-Calgary PDC	16	02
SUM	42	

Available Through: PDC: Y DIS: Y  
Inactive: N Manual allocation: N

Pack Size: PDC: 1 DIS: 0

**Pricing**

Wholesale: 29.38 Core charge: N/A

**PDC PRICE DETAIL**

Best price: 21.75 Best price qty: N/A

Cust. emp: 21.75 Cust. stock: 21.75

Eq. Pfr. charge: N/A Min. Pfr.: N/A

Target price (stock): N/A Price level: N/A

Bulk price detail: N/A Target price (emp): N/A

**D/S PRICE DETAIL**

Program min: 1.000 Minimum type: V

Break type:

Freight Policy Freight is prepaid on orders of 4400.00 or more

Level: Price:

**Substitution**

Type	Material Nr	C-Code	I Type
Predecessor	PUR H9420	C22	A

**NOTE** You can enter a different material or pricing level, and then click **Execute** to see different information, but you cannot change the entry in the **Shp. Cond.** field. To change the entry in the **Shp. Cond.** field, click **Back**.



## View availability and pricing information

Follow these steps to view the information for the part:

1 In the **National Availability** area, view the following details:

- **Available:** Availability by PDC.
- **Dem:** Demand information.
  - o = No demand
  - 9 = High demand

PDC	Available	Dem...
FL02-Memphis PDC	4	-
FL07-Chicago PDC	0	-
FL20-Atlanta PDC	9	-
FL24-Bridgeport PDC	11	-
FL27-Toronto PDC	0	-
FL43-Reno PDC	2	-
FL52-Calgary PDC	16	03
SUM	42	

**NOTE** If **Information from COOP** was deselected, only paragon PDCs display.

- 2 View the sourcing, standard pack size, and manual allocation information:

PDC	Available	Dem
FL03-Memphis PDC	4	-
FL07-Chicago PDC	0	-
FL20-Atlanta PDC	8	-
FL34-Birmingham PDC	11	-
FL27-Toronto PDC	9	-
FL43-Memphis PDC	2	-
FL53-Calgary PDC	16	03
SUM	40	

Available Through: PDK ☐ Inactive, D/G ☒ Y

Manual allocation: ☐ N

Pack Size: PDK ☐ 1, D/G ☐ 0

Pricing:

Part is included in a supersession chain - please check general information tab.

Currency: CAD Unit of measure: EA  
 List price: 66.01 Fleet price: 31.49  
 Wholesale: 29.30 Core charge: N/A

PDC PRICE DETAIL:  
 Best price: 21.75 Best price qty: N/A  
 Cust emp: 21.75 Cust stock: 21.75  
 Eq Frt charge: N/A Min Frt: N/A

Target price (stock): N/A Target price (emp): N/A  
 Bulk price detail:  
 Level: Price:  
 Program min: 1,000 Minimum type: V

Entries in the fields are:

- Y = Yes
- N = No

- 3 In the Pricing area view pricing and freight charges.

Available Through: PDK ☐ Inactive, D/G ☒ Y

Manual allocation: ☐ N

Pack Size: PDK ☐ 1, D/G ☐ 0

Pricing:

Part is included in a supersession chain - please check general information tab.

Currency: CAD Unit of measure: EA  
 List price: 66.01 Fleet price: 31.49  
 Wholesale: 29.30 Core charge: N/A

PDC PRICE DETAIL:  
 Best price: 21.75 Best price qty: N/A  
 Cust emp: 21.75 Cust stock: 21.75  
 Eq Frt charge: N/A Min Frt: N/A

Target price (stock): N/A Target price (emp): N/A  
 Bulk price detail:  
 Level: Price:  
 Program min: 1,000 Minimum type: V

**NOTE** If a part is PDC only, Direct Ship prices do not appear. If a part is Direct Ship only, PDC prices do not appear.

**NOTE** If the amount shown in Eq Frt Charge is lower than the amount shown in Min Frt, the amount charged will be the amount shown in Min Frt.

## View supersession information

If there is a supersession chain for the material, you can view the supersession information in the Parts Inquiry and Availability transaction.

- 1 Review the supersession information in the **Substitution** area.
  - The **Predecessor** field displays the previous material number in the chain.
  - The **Successor** field displays the next material number in the chain.
  - The **Together With** indicator is activated if the part has been replaced by a kit containing one or more materials.
  - The **Supersession Active** indicator field indicates the beginning or end of a supersession chain by the removal of the check mark in the field.

**Parts Inquiry and Availability**

Material: VEE X23556115 VALVE KIT Sold to: FCVCD Ship to: FCVCD Sales Org: 0901  
 OrderType: Information from CO/IF Order Quantity: 1 Ship. Cond: Price Date: 04/20/2005 Price Level:

**General information** **Availability Pricing**

**National Availability**

PDC	Available	Dem.
FL02-Memphis PDC	606	-
FL07-Chicago PDC	347	-
FL20-Memphis PDC	232	-
FL24-Bridgeport PDC	454	-
FL 77-Trenton PDC	0	-

**Substitution**

Type	Material Nr.	C-Code	I. Type
Predecessor	16-14319-000	C32	A
Successor			

☒ Together With ☐ Supersession Active

**Pricing**

Unit prices shown are based on the quantity entered

Best price: \$5.09 Best price qty: N/A

Unit eq: \$5.09 Unit stock: \$5.09

Eq Fte charge: N/A Min. Fte: N/A

Target price (stock) N/A Target price (eq) N/A

Bulk price detail:

Level: Price:

0/3 PRICE DETAIL

Program min: 0.000 Minimum type:

Break type:

Freight Policy

Level: Price:

- 2 To view the previous or next part in the supersession chain, click the << or >> buttons.

#### Supersession codes:

- C22: The ordered part has been modified. Depending on the **I Type** (Info Type), the new version may be delivered.
- C23: The ordered part has been modified. We will deliver the new version, together with supplementary parts listed under C99.
- C37: The delivered part had a predecessor. Stocks of the previous part can be exhausted, but it should not be used as a replacement for the new one.
- C38: The delivered part had a predecessor. The old part should not be installed.
- C99: Additional parts connected with C23 (see above).

The following list shows the Info Types that are used in SAP to describe supersession restrictions:

- A: Normal straight Sub, no restrictions. Old part is used until stock is depleted.
- AE: Straight Sub, restrictions going back. Old part is used for Sales until stock is depleted, but new part is used for Purchasing.
- AV: Straight Sub forward only, restrictions going back. Old part no longer used.
- RE: Straight Sub, restrictions going back. Multiple parts replaced by a single part.
- AEZ: Together with Sub, restrictions going back. Create BOM.

- 3 To view the availability of materials in the supersession chain, do one of the following and then click **Execute**:
- Type the material number in the **Material** field
  - Select the material in the **Material Nr.** field for the predecessor or successor part and use **Ctrl C** to copy and **Ctrl V** to paste the number into the **Material** field.

Compare freight rates

Follow these steps to compare freight rates by changing the shipping condition:

1

Click **Back**.

The screen changes to allow entry in the **Shp. Cond** field.

2

Click in the **Shp. Cond.** field, and then select a different shipping condition.

Parts Inquiry and Availability

Menu

BackCancelToolsExecuteOrder OverviewCreate Order

Material

VEE XX023556115

VALVE KIT

Order Type

Order Quantity

15

Shp. Cond

UPG Ground

Ship To

OTEST

Sales Org

0301

General Information

Availability Pricing

National Availability

PDC	Available	Dem.
FL02-Memphis PDC	4,242	-
FL07-Chicago PDC	643,464	-
FL10-Atlanta PDC	875,344	-
FL24-Bridgeport PDC	2,456	-
FL27-Toronto PDC	10,000	-
FL43-Reno PDC	100,324	-
FL52-Calgary PDC	10,000	-
SUM	1,645,831	-

Available Through

PDC

Y

DIS

N/A

Pack Size

PDC

0

DIS

0

Pricing

Their prices shown are based on the quantity entered

List prices

\$5.00

Net prices

\$0.75

Wholesale

\$2.45

Cost charge

N/A

PDC PRICE DETAIL

Best price

39.35

Best price qty

N/A

Cost eqgt

39.35

Cost stock

39.35

Eq Frt charge

7.12

Min Frt

N/A

Target price (stock)

N/A

Target price (eqgt)

N/A

Bulk price detail

Level

Price

D/S PRICE DETAIL

Program min

0.000

Minimum type

Break type

Substitution

Type	Material No.	C-Code	I. Type
Interchange	1K12118.000	C72	A

3

Click **Execute**.

The new values appear.

**NOTE** If the amount shown in **Eq Frt Charge** is lower than the amount shown in **Min Frt**, the amount charged will be the amount shown in **Min Frt**.

## View general information

The General information tab displays the following data:

- General material information
- Measurements
- Item notes
- Recent sales

Follow these steps to view general information for the part:

- 1 Click the General information tab.

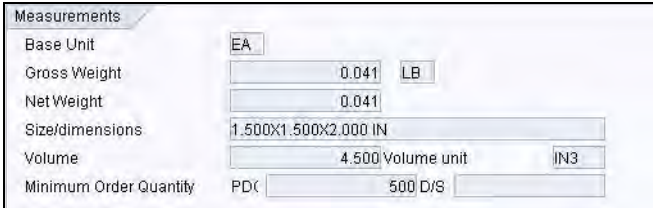
The General material information area appears.

The screenshot displays the 'Parts Inquiry and Availability' window in SAP. The 'General Information' tab is selected, showing various fields for material information. The material number 'VEE X23556115' is entered in the 'Material' field. The 'Order Quantity' is set to '1'. The 'General material information' section includes fields for 'Available Through', 'Return', 'Stocking', 'Special Treatment', 'Lead Time (Stock)', 'Lead Time (Emergency)', 'Lead Time (Critical)', 'Direct Ship Program', 'Core Part', and 'Franchise Codes'. The 'Item Notes' section is also visible, showing a list of notes. The 'Measurements' section at the bottom shows 'Base Unit' as 'EA'. The 'Recent Sales' button is located at the bottom right.

2	<p>View the following in the <b>General material information</b> area:</p> <ul style="list-style-type: none"> <li>■ Entries in the fields are: Y = Yes N= No N/A = not applicable</li> <li>■ <b>Return:</b> Indicates whether or not the part can be returned.</li> <li>■ <b>Stocking:</b> Indicates whether this part is a stocking item.</li> <li>■ <b>Special Treatment:</b> Lists additional information that is required for the part when you create an order, such as serial numbers.</li> <li>■ <b>Direct Ship Program:</b> If the part is available through Direct Ship, the name of the Direct Ship program is shown here. If the material is on an Expedited Direct Ship program, this is indicated by an entry in the <b>Exped.</b> field.</li> <li>■ <b>Franchise Codes:</b> Lists the franchise codes that are assigned to the part.</li> <li>■ <b>Hazardous Good:</b> Indicates whether the part is a hazardous material.</li> </ul> <p>The <b>Item Notes</b> contain information provided about the part by Parts Support.</p>
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## View weight and dimensions

Follow these steps to view weight and dimensions for the part:

1	<p>Scroll down to the <b>Measurements</b> area.</p> 
2	<p>View the measurements information for the part:</p> <ul style="list-style-type: none"> <li>■ Base unit of measure</li> <li>■ Gross weight and Net weight</li> <li>■ Dimensions</li> <li>■ Minimum order quantity</li> </ul>


## View recent sales

Follow these steps to view recent sales information.

- 1 Click the **Recent Sales** button.

The Parts Inquiry and Availability dialog box appears with recent sales information.

[illegible]

- 2** Click the  to close the dialog box.



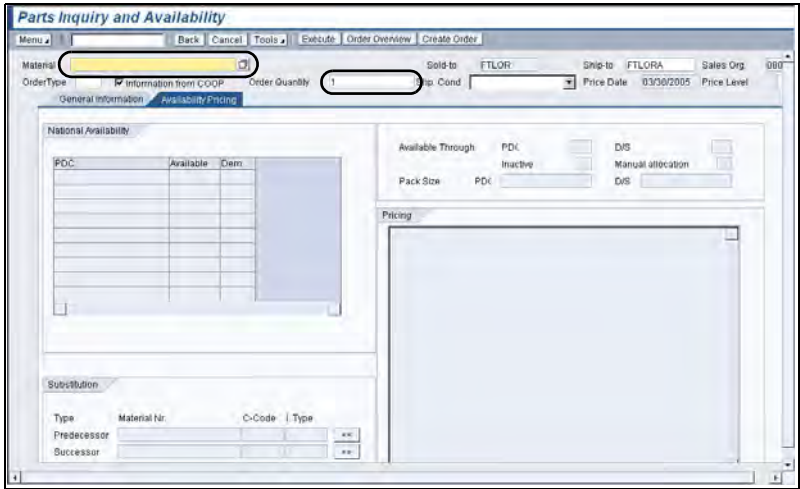
Create a new order from the Parts Inquiry and Availability screen

You can create a new order from the Parts Inquiry and Availability screen for the material that you enter in the Material field.

1

Enter data as follows:

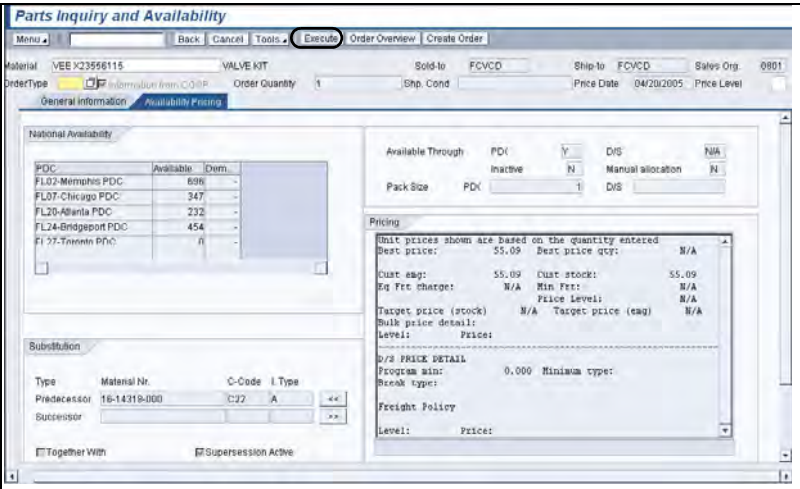
- Material: Part number
- Order Quantity: defaults to 1
- Shp. Cond



2

Click **Execute**.

The Parts Inquiry and Availability screen appears with pricing and availability information for the part.



**NOTE** You can enter a different material, and then click **Execute** to see its availability, but you cannot change the entry in the **Shp. Cond.** field. To change the entry in the **Shp. Cond.** field, click **Back**.

- 3 Enter the order type in the **Order type** field. Use the selection list to view order types.

The screenshot shows the 'Parts Inquiry and Availability' window. At the top, there's a menu bar with 'Menu', 'Back', 'Cancel', 'Tools', 'Execute', 'Order Overview', and 'Create Order'. Below this, the 'Material' field contains 'VEE K2356115' and 'VALVE KIT'. The 'OrderType' field is highlighted with a yellow box and a red circle. The 'Order Quantity' is '1'. The 'Ship. Cond' is 'FCVCD'. The 'Price Date' is '04/20/2005'. The 'Price Level' is '0801'. The 'Availability Pricing' tab is selected, showing a table of 'National Availability' with columns 'PDC', 'Available', and 'Dem.'. The 'Pricing' tab is also visible, showing 'Unit prices shown are based on the quantity entered' and 'Best price: 55.09'. The 'Substitution' section shows 'Type', 'Material Nr.', 'C-Code', and 'Type' fields.

- 4 Click **Create Order**.  
The **Create [Type] Order: Overview** screen appears. Follow the standard order creation process to complete the order.

## Run an Order Overview Report from the Parts Inquiry and Availability screen

From the Parts Inquiry and Availability report, you can display the Sales Order Overview report for the material entered on the Parts Inquiry and Availability screen.

- 1 In the **Material** field, enter the material number.

The screenshot shows the 'Parts Inquiry and Availability' window. At the top, there's a menu bar with 'Menu', 'Back', 'Cancel', 'Tools', 'Execute', 'Order Overview', and 'Create Order'. Below this, the 'Material' field is highlighted with a yellow box and a red circle. The 'OrderType' field is 'FCVCD'. The 'Order Quantity' is '1'. The 'Ship. Cond' is 'FCVCD'. The 'Price Date' is '03/30/2005'. The 'Price Level' is '0801'. The 'Availability Pricing' tab is selected, showing a table of 'National Availability' with columns 'PDC', 'Available', and 'Dem.'. The 'Pricing' tab is also visible, showing 'Unit prices shown are based on the quantity entered' and 'Best price: 55.09'. The 'Substitution' section shows 'Type', 'Material Nr.', 'C-Code', and 'Type' fields.

- The Parts Inquiry and Availability screen appears with pricing and availability information for the part.

Parts Inquiry and Availability																																																																															
Menu		Back		Cancel		Tools		Execute		Order Overview		Create Order																																																																			
Material		VEE X23556115				VALVE KIT		Sold to		FCVCD		Ship to		FCVCD		Sales Org.		0901																																																													
OrderType		<a href="#">Information Item</a>		Order Quantity		1		Ubp. Cond				Price Date		04/02/2005		Price Level																																																															
General information										Availability Pricing																																																																					
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p><b>National Availability</b></p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th>PDC</th> <th>Available</th> <th>Dem.</th> </tr> </thead> <tbody> <tr> <td>FL02-Memphis PDC</td> <td>696</td> <td>-</td> </tr> <tr> <td>FL07-Chicago PDC</td> <td>347</td> <td>-</td> </tr> <tr> <td>FL20-Atlanta PDC</td> <td>232</td> <td>-</td> </tr> <tr> <td>FL24-Longport PDC</td> <td>454</td> <td>-</td> </tr> <tr> <td>FL 77-Toronto PDC</td> <td>0</td> <td>-</td> </tr> </tbody> </table> </div> <div style="width: 50%;"> <p><b>Available Through</b></p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th>PD&lt;</th> <th>Y</th> <th>D/S</th> <th>N/A</th> </tr> </thead> <tbody> <tr> <td>Inactive</td> <td>N</td> <td></td> <td></td> </tr> </tbody> </table> <p><b>Pack Size</b></p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th>PD&lt;</th> <th>1</th> <th>D/S</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table> </div> </div> <div style="margin-top: 10px;"> <p><b>Pricing</b></p> <p>Unit prices shown are based on the quantity entered</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tbody> <tr> <td>Best price:</td> <td>55.09</td> <td>Best price qty:</td> <td>N/A</td> </tr> <tr> <td>Unit wgt:</td> <td>55.09</td> <td>Unit stock:</td> <td>55.09</td> </tr> <tr> <td>Ex Fct charge:</td> <td>N/A</td> <td>Min Fct:</td> <td>N/A</td> </tr> <tr> <td></td> <td></td> <td>Price Level:</td> <td>N/A</td> </tr> <tr> <td>Target price (stock)</td> <td>N/A</td> <td>Target price (wgt)</td> <td>N/A</td> </tr> <tr> <td colspan="4">Build price detail:</td> </tr> <tr> <td>Level:</td> <td colspan="3">Price:</td> </tr> </tbody> </table> <p><b>D/S PRICE DETAIL</b></p> <p>Program bld: 0.000 Minimum type:</p> <p>ProcM type:</p> <p><b>Freight Policy</b></p> <p>Level: Price:</p> </div>																				PDC	Available	Dem.	FL02-Memphis PDC	696	-	FL07-Chicago PDC	347	-	FL20-Atlanta PDC	232	-	FL24-Longport PDC	454	-	FL 77-Toronto PDC	0	-	PD<	Y	D/S	N/A	Inactive	N			PD<	1	D/S				Best price:	55.09	Best price qty:	N/A	Unit wgt:	55.09	Unit stock:	55.09	Ex Fct charge:	N/A	Min Fct:	N/A			Price Level:	N/A	Target price (stock)	N/A	Target price (wgt)	N/A	Build price detail:				Level:	Price:		
PDC	Available	Dem.																																																																													
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PD<	1	D/S																																																																													
Best price:	55.09	Best price qty:	N/A																																																																												
Unit wgt:	55.09	Unit stock:	55.09																																																																												
Ex Fct charge:	N/A	Min Fct:	N/A																																																																												
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Target price (stock)	N/A	Target price (wgt)	N/A																																																																												
Build price detail:																																																																															
Level:	Price:																																																																														

**Substitution**

Type	Material Nr.	C-Code	I-Type
Predecessor	16-14319-000	C22	A
Successor			

☐ Together With

☐ Supersession Active

- The Order Overview Report screen appears with a list of orders that contain the material number that you entered.

Order Overview Report									
Menu		Back	Cancel	Tools	Details	Sort in ascending order	Sort in descending order		
Order Lines with Details									
*Sales doc.	Cust. PO no.	Ord. type	Item	Part	Ord. Qty.	ItCa	Conf. Q.	Bo Qty.	Shipping St.
2801	1FV 0816-450	ZFSO	10	PBD XX123	1,000	ZTAX	0,000	0,000	Referred to COOP
	1FV 0816-450	ZFSO	11	PBD XX321	1,000	ZFSI	0,000	0,000	Referred to COOP
	1FV 0816-450	ZFSO	20	.AXX - LX33	2,000	ZTAX	0,000	0,000	
	1FV 0816-450	ZFSO	21	.AXX - LX33	2,000	ZFSI	2,000	0,000	Confirmed
	1FV 0816-450	ZFSO	30	TXX M75TM20X	6,000	ZFSI	6,000	0,000	Confirmed
	1FV 0816-450	ZFSO	40	TXX M60TM30X	12,000	ZFSI	0,000	0,000	Referred to COOP
	1FV 0816-450	ZFSO	50	TXX M50TM10X	12,000	ZFSI	0,000	0,000	Referred to COOP
	1FV 0816-450	ZFSO	60	.RTT 042TOM6	2,000	ZFSI	0,000	0,000	Referred to COOP
	1FV 0816-450	ZFSO	70	.ABX 005X12	4,000	ZFSI	4,000	0,000	Confirmed

- |   |                                      |
|---|--------------------------------------|
| 5 | Click <b>Yes</b> to exit the report. |
|---|--------------------------------------|



# Chapter 2    **Creating a Critical Order**

## **Introduction**

In this chapter, you will learn how to create a critical order.

## **Terms**

Refer to the paragon glossary for terms used in this chapter.

## **Business Process**

Critical orders take priority over emergency and stock orders. Critical orders are shipped the same day, if they are received prior to the PDC critical order cutoff time. Freight charges and critical surcharges apply to critical orders.

On a critical order, you can designate the PDC that will ship the order.

## **What's New**

Paragon offers several new features to help you to submit orders:

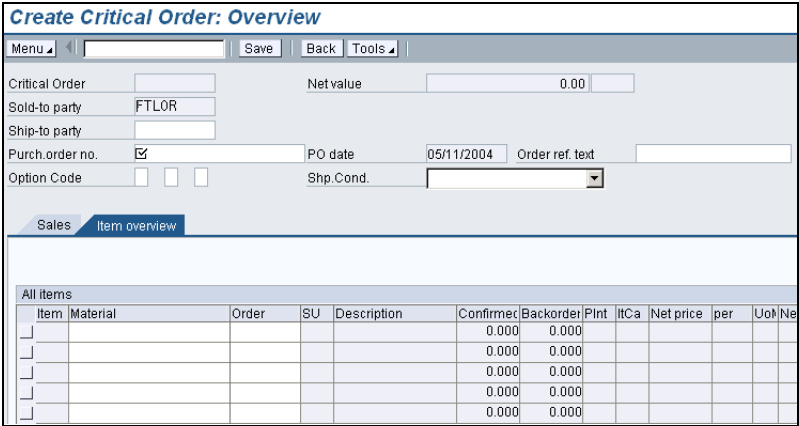
- Paragon is Internet-based and accessed through the Access Freightliner Web site. When you save an order in paragon, it is immediately entered in the Freightliner system.
- To save an order and continue making changes, you can set a pending delivery block. When you decide that the order is complete, you remove the delivery block, and then save the order to send it to Freightliner.
- Paragon validates order information when you click **Save**. You receive an error message for any errors the system finds. Correcting the order when it is created helps to avoid delays when the order is processed.
- In addition to error messages, paragon also sends informational and warning messages. These messages must be cleared before you can continue with an order.
- When the order is filled by a paragon PDC, the packing list is sent via e-mail.

# Transaction Procedures

## Create a critical order

The procedure to create a critical order includes the following steps.

Follow these steps to display the **Create Critical Order: Overview** screen:

1	On the User menu, double-click <b>Online Order Creation</b> .
2	<div>Double-click <b>Create Critical Order</b>. The <b>Create Critical Order: Overview</b> screen appears.</div> <div></div> <div><b>NOTE</b> The dealer or customer code defaults in the <b>Sold-to party</b> field.</div>

Enter the header information on a critical order

The header fields apply to the entire order. Any selection you make in these fields is applied to all items on the order.

Follow these steps to enter header information:

Create Critical Order: Overview

Menu

Save

Back

Tools

Critical Order

Net value

0,00

Sold-to party

FTLOR

Ship-to party

Purch.order no.

☒

PO date

11.05.2004

Order ref. text


Option Code

☐

☐

☐

Shp.Cond.

1	In the <b>Purch. order no.</b> field, enter your purchase order number, and then press <b>ENTER</b> .	
2	Enter the location where you want the order shipped:	
	If ...	Then ...
	<div>The ship-to party is one of your standard locations</div> <div>You want to send the item to the customer location.</div> <div><b>NOTE</b> This location must be within your area of responsibility (AOR).</div>	<div>The standard location defaults in the <b>Ship-to party</b> field.</div> <div><b>a</b> On the menu bar, click <b>Menu   Goto   Header   Partner</b>. The <b>Partner Selection</b> dialog box appears.</div> <div><b>b</b> Click <b>Enter</b>. The <b>Create Critical Order Header Data</b> screen appears.</div> <div><b>c</b> On the <b>Create Critical Order Header Data</b> screen, click the <b>Ship-to party</b> line item, and then click .</div> <div><b>d</b> Enter the address information.</div> <div><b>e</b> Click <b>Enter</b>. If you change the ship-to party address, taxes on the order may be re-determined based on the new address. If an <b>Information</b> dialog box appears, click <b>Enter</b>.</div> <div><b>f</b> Click <b>Back</b>.</div>

3	<p>To enter an option code for the entire order, in the first <b>Option Code</b> field, select one of the following:</p> <ul style="list-style-type: none"> <li>■ <b>Blank</b>: Ship available, backorder remainder. This is the default.</li> <li>■ <b>C</b>: Cancel if total line not available (in any PDC). Code C is not available until after coexistence.</li> <li>■ <b>P</b>: If an item is not available, put the entire order on backorder. Ship the entire order when available (in any PDC).</li> </ul> <p><b>NOTE</b> Use only the first <b>Option Code</b> field per header or line item. To assign an option code for the entire order, enter it in the header. To assign an option code to a specific line item, enter it in the line item.</p>
4	<p>In the <b>Shp. Cond.</b> field, select a shipping method. If you select <b>Special</b>, enter additional information about the shipping condition in the <b>Order ref. text</b> field. The description in this field must not exceed 25 characters.</p> <p><b>NOTE</b> Comments in the <b>Order ref. text</b> field that exceed 25 characters delay order processing.</p> <p>If you do not select a shipping condition, <b>Dlr Assigned Carrier</b> defaults in this field. The <b>Dlr Assigned Carrier</b> is the preferred carrier that you identified for each PDC. The PDC uses this carrier to ship all critical orders unless you select another shipping method.</p>



## Enter the line item information and save a critical order

Each part is entered as a separate line item. The information for each line item applies only to the material entered there.

Follow these steps to enter line item information:

**Create Critical Order: Overview**

Menu  Save Back Tools

Critical Order  Net value

Sold-to party

Ship-to party

Purch.order no. ☒ PO date  Order ref. text

Option Code ☐ ☐ ☐ Shp.Cond.

Sales **Item overview**

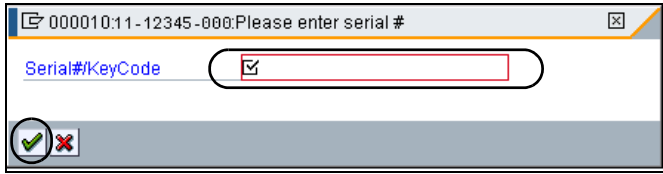
All items

Item	Material	Order	SU	Description	Confirmed	Backorder	Pint	ItCa	Net price	per	Unit	Net
<input type="checkbox"/>					0,000	0,000						
<input type="checkbox"/>					0,000	0,000						
<input type="checkbox"/>					0,000	0,000						

- 1** In the **Material** field, enter the part number of the material that you want to order.

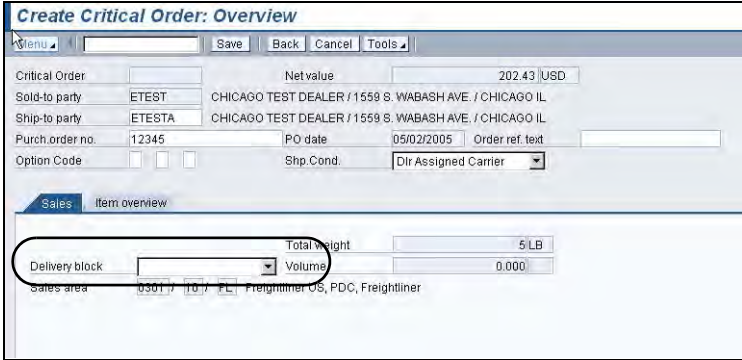
**NOTE** The material number is the FTL part number from the material master in paragon. If you know that the number you have entered for a part is correct and you receive a message telling you that the material does not exist, enter **ZZ[space][space]Temp** in the **Material** field and the known part number in the **Turnaround** field. This allows your order to be saved and processed even though the material number does not exist in paragon. The **ZZ Temp** item will appear on the **Exception Report**. The material planners verify the material, create it in paragon, and update your order.
- 2** In the **Order quantity** field, enter the quantity you wish to order for the part.
- 3** To enter an option code for a line item, in the first **Option Code** field, select one of the following:

  - **Blank:** Ship available, backorder remainder. This is the default.
  - **C:** Cancel if total line not available (in any PDC). Code C is not available until after coexistence.
  - **P:** If an item is not available, put the line on backorder. Ship when available (in any PDC).

4	<p>In the <b>Turnaround</b> field, enter information about where this part should be routed when it arrives at your location. For example, enter the bin location or the name of the customer. Information entered in this field appears on the packing list under <b>Customer Info</b>. The <b>Turnaround</b> field is optional.</p> <p><b>NOTE</b> This field can contain anything that is important to you. However, it is not seen by the PDC, so do not enter information in this field that you need the PDC to see. To enter information for the PDC, click <b>Menu   Goto   Header   Texts</b>, and then enter the information in the <b>Header note</b> field.</p>
5	<p>To display availability and pricing information, press <b>ENTER</b>.</p> <p>If the material entered is part of a supersession chain:</p> <ul style="list-style-type: none"> <li>■ <b>ZTAX, ZTAD, or ZTAP</b> appears in the <b>Item Category</b> field.</li> <li>■ An additional line item appears with the current material number.</li> </ul> <p>If the material number you entered is the current part in the supersession chain:</p> <ul style="list-style-type: none"> <li>■ Both line items display the same material number.</li> <li>■ The available or backorder quantities appear on the additional line item.</li> </ul>
6	<p>If a material requires a serial number, the <b>Please enter serial #</b> dialog box appears. Enter the serial number, and then click <b>Enter</b>.</p> 
7	<p>To create the order, click <b>Save</b>.</p>

## Place a pending block and save a critical order

If you want to open an order in the morning and keep adding to it until the PDC cutoff time, follow these steps to set a pending block:

1	<p>Click the Sales tab.</p> 
2	<p>In the <b>Delivery Block</b> field, select <b>Pending-Resrv</b>.</p> <p>The <b>Pending - Resrv</b> delivery block is used for emergency and critical orders. This delivery block reserves stock in the PDC. If this pending delivery block is not removed within 24 hours, the block is changed to <b>Pending-NResrv</b>. The order stays in the system but stock is no longer reserved.</p>
3	<p>To create the order, click <b>Save</b>.</p> <p><b>NOTE</b> Placing a pending delivery block keeps the order open. To send the order to Freightliner, you must remove the pending delivery block and save the order again. For instructions about removing the pending delivery block, see <b>“Changing a Sales Order” on page 31</b>.</p>

## Designate the PDC

Follow these steps to override the default PDC and designate a specific PDC when placing a critical order:

1	<p>In the <b>Material</b> field, enter the part number of the material that you want to order.</p> <p><b>NOTE</b> The material number is the FTL part number from the material master in paragon.</p>
2	<p>In the <b>Order quantity</b> field, enter the quantity you wish to order for the part.</p>

<b>3</b>	<p>In the <b>Plnt</b> field, enter the code for the PDC that has inventory for the material.</p> <p><b>NOTE</b> You should override the PDC only if there is stock in the paragon PDC that will be designated. Use the <b>Parts Inquiry and Availability</b> report to determine stock availability.</p>
<b>4</b>	<p>In the first <b>Option Code</b> field at the line item level, select <b>R</b>.</p> <p><b>CAUTION</b> It is important that the option code <b>R</b> is entered at the line item level and not in the header level. When you enter <b>R</b> in the option code field at the line level, that line item will not be referred. If the option code <b>R</b> is entered at the header level, the entire order will not be referred.</p>
<b>5</b>	<p>In the <b>Turnaround</b> field, enter information about where this part should be routed when it arrives at your location. For example, enter the bin location or the name of the customer. The <b>Turnaround</b> field is optional.</p> <p><b>NOTE</b> This field can contain anything that is important to you. However, it is not seen by the PDC, so do not enter information in this field that you need the PDC to see. To enter information for the PDC, click <b>Menu   Goto   Header   Texts</b>, and then enter the information in the <b>Header note</b> field.</p>
<b>6</b>	To display availability and pricing information, press <b>ENTER</b> .
<b>7</b>	To create the order, click <b>Save</b>

## Troubleshoot Orders

Use this information to troubleshoot your orders:

If ...	Then ...	
You have a specific material number that you know is a valid material number but this material number is not in paragon	<b>1</b>	In the <b>Material</b> field, enter <b>ZZ[space][space]Temp.</b>
	<b>2</b>	In the <b>Turnaround</b> field, enter the material number.  As a result, a new material is created in paragon based on the valid material number. Your order is updated to reflect the new material number.
You want to open an order in the morning and keep adding to it all day.	<b>1</b>	Enter at least one line item.
	<b>2</b>	Click the <b>Sales</b> tab.
	<b>3</b>	In the <b>Delivery Block</b> field, select <b>Pending - Resrv.</b>
	<b>4</b>	Save the order.
	<b>5</b>	Use the <b>Change Sales Order</b> transaction to add to the order throughout the day.
	<b>6</b>	At the end of the day, click the <b>Sales</b> tab, and then remove the <b>Pending Resrv</b> from the <b>Delivery Block</b> field.
	<b>7</b>	Save the order.
The material has unique specifications, such as color or size	<b>1</b>	Click the box to the left of the item that has the unique specifications.
	<b>2</b>	On the <b>Menu</b> bar, click <b>Menu   Goto   Item   More functions   Additional data B.</b>
	<b>3</b>	Enter the unique specifications.
	<b>4</b>	Click <b>Back</b> to return to the sales order.

If ...	Then ...	
To specify special delivery instructions	<b>1</b>	In the <b>Shipping cond.</b> field, click <b>Special</b> .
	<b>2</b>	In the <b>Order ref. text</b> , enter the special instructions. (The description in this field must not exceed 25 characters.)
The message <b>Quantity exceeds the MOQ of (number)</b> appears and the quantity is correct.		Press <b>ENTER</b> . and continue with order entry.
The message <b>Quantity exceeds the MOQ of (number)</b> appears and the quantity is not correct.	<b>1</b>	Press <b>ENTER</b> until all messages are cleared.
	<b>2</b>	Select line item and delete line item entry.
	<b>3</b>	Re-enter part number with correct quantity.

# Chapter 3 Changing a Sales Order

## Introduction

In this chapter, you will learn how to:

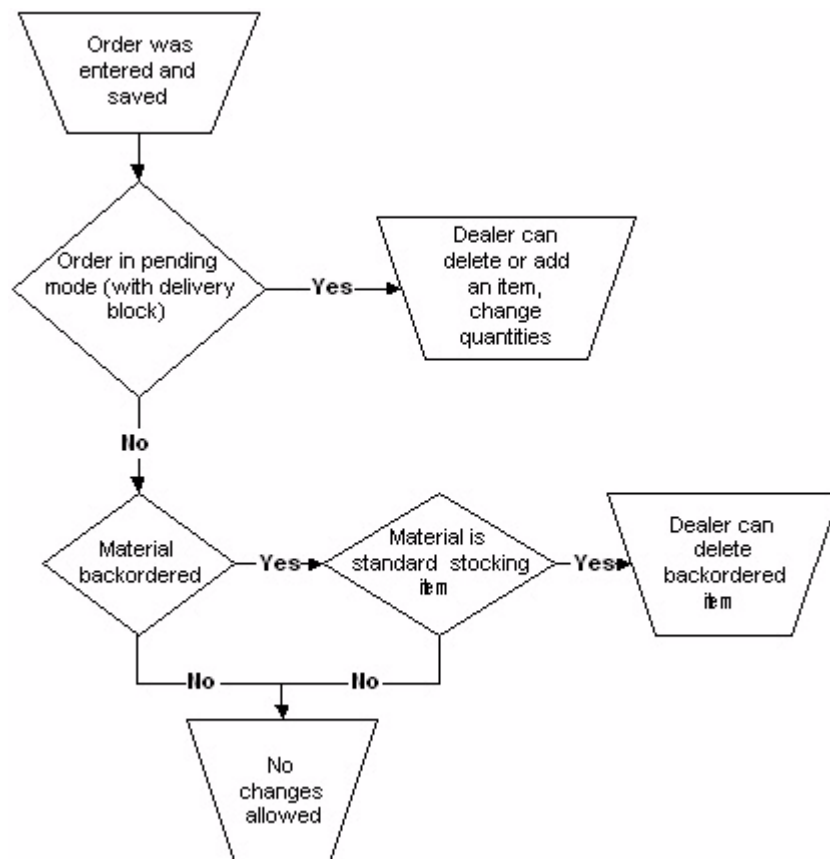
- Change a sales order by deleting and adding line items.
- Remove a pending delivery block to enable an order to be processed in paragon.

## Terms

Refer to the paragon glossary for terms used in this chapter.

## Business Process

The following is the process for changing an order:



If an order is in pending mode with a delivery block, you can continue to add or delete line items.

Once the delivery block has been removed, you cannot make any changes to the line item unless it is on backorder.

## **What's New**

In paragon, you can:

- Delete or add a material number to the order while the order is in pending mode.
- Delete a backordered line item for a standard stocking item.



# Transaction Procedures

Follow these steps to change a sales order.

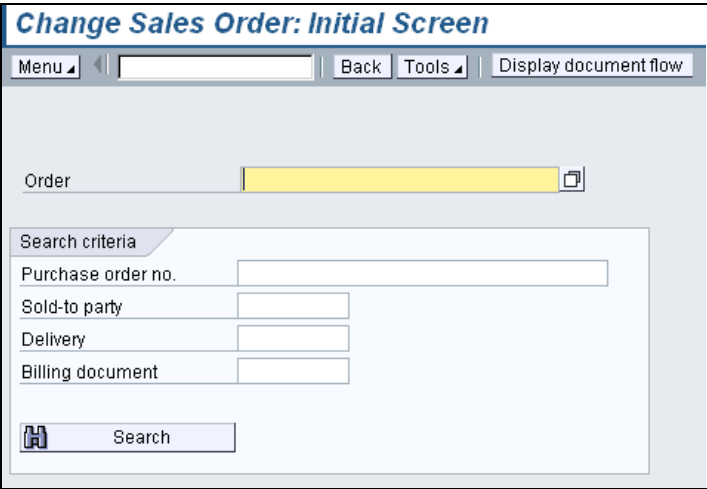
CAUTION

!

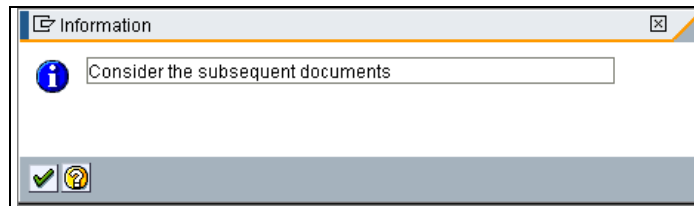
**CAUTION** Do not change default values or enter data in empty fields unless the data is needed to perform the transaction. This will help to avoid error messages. In paragon, some fields can be left blank.

## Locate the sales order

Follow these steps to locate a sales order to be changed:

1	On the User menu, double-click <b>Display and Change Orders &amp; Returns</b> .
2	<div>Double-click <b>Change Sales Order</b>.</div> <div>The <b>Change Sales Order: Initial Screen</b> appears.</div> <div></div>
3	<div>In the <b>Order</b> field, enter the system-assigned number that identifies the document to be changed, and then press <b>ENTER</b>.</div> <div><b>NOTE</b> If you do not know the order number, enter information in the <b>Search criteria</b> area, and then click <b>Search</b>.</div>

- 4 If the **Information** dialog box appears, read the message, and then click **Enter** to close the dialog box.



**NOTE** The message **Consider the subsequent documents** indicates that there are supporting documents, such as a quotation or an invoice, already in the system. To view the supporting documents, use the document flow function. This function is covered in **Running an Order Overview Report - Displaying an Order**.

The Change [order type and number]: Overview screen appears.

**Change Stock Order 583: Overview**

Menu

Stock Order: 583 Net value: 18,56 CAD

Sold-to party: FCD CD CALGARY FREIGHTLINER / 3444 - 44TH AVENUE S.E. / CALGAF

Ship-to party: FCD CD CALGARY FREIGHTLINER / 3444 - 44TH AVENUE S.E. / CALGAF

Purch.order no.: 1234 PO date: 14.05.2004 Order ref. text:

Option Code: D ☐ ☐ Shp. Cond.: Motor Freight

Sales **Item overview**

Req. deliv.date: D 14.05.2004

Item	Material	Order	SU	Description	Confirmed	Backorder	Plnt	ItCa	Net price	per	UoM	Ne
10	99-11555-555	1	EA	BOLT, HOLD DOWN	0	1	FL52	ZFSI	5,86	1	EA	
20	BOA 99337	10	EA	SEAL, SUCTION SID	10	0	FL52	ZFSI	1,27	1	EA	
					0,000	0,000						
					0,000	0,000						
					0,000	0,000						

- 5 To verify that a delivery block has been set, click the **Sales** tab, and then note whether **Pending - NResrv.** or **Pending - Resrv.** appears in the **Delivery Block** field.

## View header text fields

Follow these steps to view text fields at the header level:

<b>1</b>	Select <b>Menu   Goto   Header   Texts</b> . The <b>Change (Order Type) Order (Order number): Header Data</b> screen appears.
<b>2</b>	Click <b>Back</b> to return to the Order Overview screen.

## View line item text fields

Follow these steps to view text fields at the line item level:

<b>1</b>	Click to select the line item, then select <b>Menu   Goto   Item   Texts</b> . The <b>Change (Order Type) Order (Order number): Item Data</b> screen appears with the <b>Texts</b> tab displayed.
<b>2</b>	Double click on a text type in the <b>Txt. ty.</b> list to view text details. For example, if shipping status of order shows “Investigation Complete” double-click <b>Item Note</b> to view reasons why the order did not release.
<b>3</b>	Click <b>Back</b> to return to the Order Overview screen.

## Delete a line item

Follow these steps to delete a line item:

- 1 Click the box to the left of the item that you want to delete.

**Change Stock Order 583: Overview**

Menu  Save Back Cancel Tools

Stock Order 583 Net value 10,56 CAD

Sold-to party FCD CD CALGARY FREIGHTLINER / 3444 - 44TH AVENUE S.E. / CALGAF

Ship-to party FCD CD CALGARY FREIGHTLINER / 3444 - 44TH AVENUE S.E. / CALGAF

Purch.order no. 1234 PO date 14.05.2004 Order ref. text

Option Code D Shp.Cond. Motor Freight

Sales Item overview

Req. deliv.date D 14.05.2004

All items

Item	Material	Order	SU	Description	Confirmed	Backorder	Plnt	ItCa	Net price	per	Unit
<input checked="" type="checkbox"/>	10 99-11555-555	1	EA	BOLT, HOLD DOWN	0	1	FL52 ZFSI		5,86		1 EA
<input type="checkbox"/>	20 BOA 99337	10	EA	SEAL, SUCTION SID	10	0	FL52 ZFSI		1,27		1 EA
<input type="checkbox"/>					0,000	0,000					
<input type="checkbox"/>					0,000	0,000					
<input type="checkbox"/>					0,000	0,000					
<input type="checkbox"/>					0,000	0,000					

- 2 Click Delete Item.  
The Delete Order Processing dialog box appears.

Delete Order Processing

Do you want the selected item(s) to be deleted?

Yes No Cancel

- 3 Click Yes.

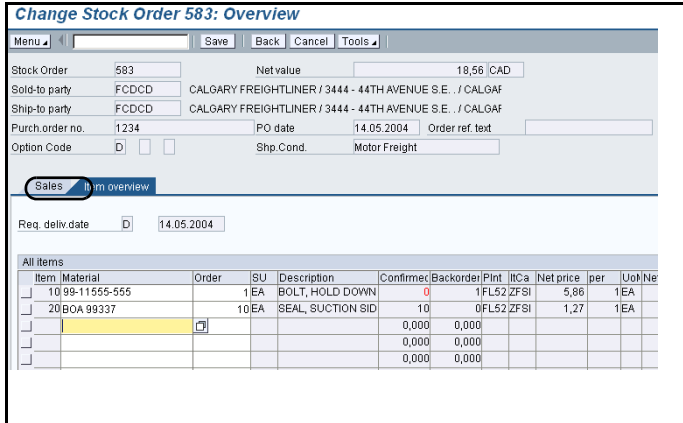
## Add a line item

Follow these steps to add a line item:

1	<p>In the <b>Material</b> field of the next available line, enter the material number that you want to order.</p> <p><b>NOTE</b> The material number is the FTL part number from the material master in paragon. If you know that the number you have entered for a part is correct and you receive a message telling you that the material does not exist, enter <b>ZZ[space][space]Temp</b> in the <b>Material</b> field and the known part number in the <b>Turnaround</b> field. This allows your order to be saved and processed even though the material number does not exist in paragon. The <b>ZZ Temp</b> item will appear on the <b>Exception Report</b>. The material planners verify the material, create it in paragon, and update your order.</p>
2	In the <b>Order quantity</b> field, enter the quantity of this part that you wish to order.
3	<p>Press <b>ENTER</b>.</p> <p>Information about availability and pricing appears.</p>
4	In the <b>Turnaround</b> field, enter information about where this part should be routed when it arrives at your location. For example, enter the bin location or the name of the customer. This field can contain anything that is important to you. Information entered in this field appears on the packing list under <b>Customer info</b> . It is not seen by the PDC.

## Remove a delivery block and save the order

Removing a delivery block takes your order out of pending mode and sends it to Freightliner for order processing. Follow these steps to remove a delivery block and save your order:

1	<p>Click the <b>Sales</b> tab.</p> 
---	---

<b>2</b>	In the <b>Delivery Block</b> drop-down list, click the “blank” selection at the bottom of the list.
<b>3</b>	Click <b>Save</b> .  A message confirming that the order has been saved appears in the status bar.
<b>4</b>	Click <b>Tools   Exit</b> to return to User Menu. The order is released.

## Troubleshoot Changing an Order

When working in the **Change Sales Order** transaction, it is important to follow the process outlined above:

- Keep the pending delivery block on the order while making your changes.
- Once you are satisfied that you have made all the necessary changes to the order, remove the delivery block and save the order again.
- Saving the order without a delivery block sends the order immediately to Freightliner.
- When the delivery block has been removed, you cannot make any further changes to the order, except to delete a backordered stocking item.





# Chapter 4    **Running the Pricing Validation Report**

## **Introduction**

In this chapter, you will learn how to run the Pricing Validation report.

## **Terms**

Refer to the paragon glossary for terms used in this chapter.

## **Business Process**

Use the Pricing Validation report to:

- Look up the information required to prepare multi-line quotes for insurance claim adjustment purposes.
- To display prices for a list of parts.

## **What's New**

The Pricing Validation report in paragon allows you to:

- Enter a range of material numbers.
- Upload material numbers from a spreadsheet.

# Transaction Procedures

Follow these steps to run a Pricing Validation report.

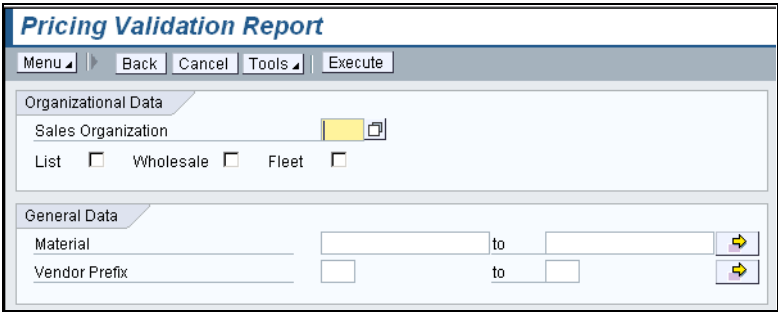
CAUTION

!

**CAUTION** Always define data for report screens when working in a production system. The system does not require you to enter data in the fields on the screen; however, running a report request without data defined results in slow system response time and impacts other users.


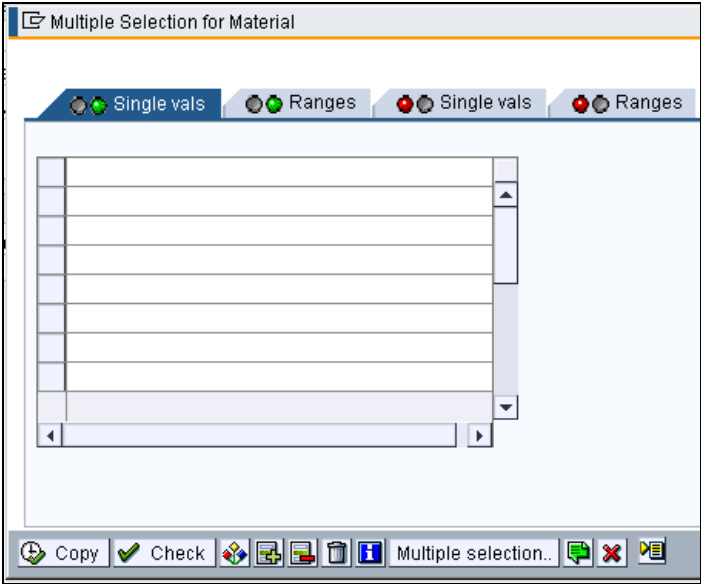
## Open the report screen

Follow these steps to open the Pricing Validation Report screen:


1	On the User menu, double-click Reports and Overviews.
2	<div>Double-click Pricing Validation Report.</div> <div>The Pricing Validation Report screen appears.</div> <div></div>
3	<div>In the Organization Data area, select from the following:</div> <div><ul style="list-style-type: none"><li>■ Sales Organization<ul style="list-style-type: none"><li>0301 for Freightliner US</li><li>0801 for Freightliner Canada</li></ul></li><li>■ Select the pricing to be displayed. If no selections are made, all prices are shown:<ul style="list-style-type: none"><li>List</li><li>Wholesale</li><li>Fleet</li></ul></li></ul></div>

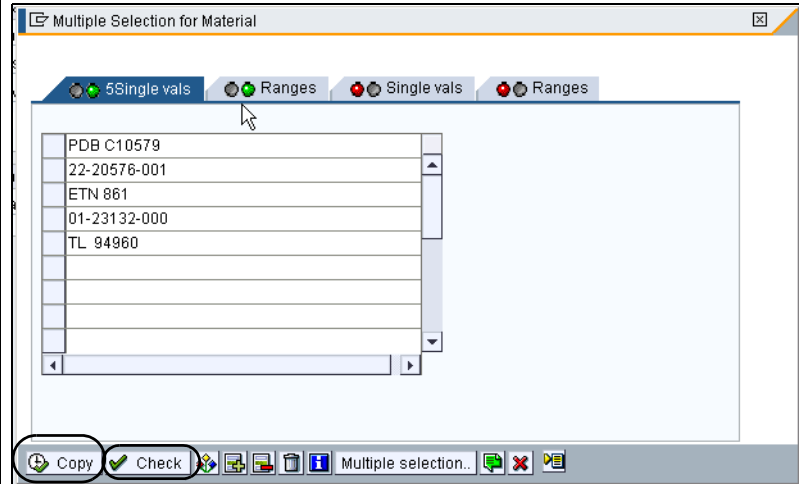
**Enter a list of materials manually**

Materials can be entered in the Pricing Validation report manually or as an upload from a spreadsheet. Follow these steps to enter a list of materials manually:

1	<p>In the <b>General Data</b> area, in the <b>material</b> field, enter a material number or a range of material numbers.</p> <p><b>CAUTION</b> To avoid system delays, do not enter more than fifteen materials.</p>
2	<p>To enter a list of material numbers, to the right of the <b>Material</b> field, click .</p> <p>The <b>Multiple Selection for Materials</b> dialog box appears. The <b>Single vals</b> tab is selected by default.</p> <div data-bbox="571 730 1268 1310"></div> <p><b>NOTE</b> Use the <b>Single vals</b> tab with the green button to enter materials to be included in the report. Use the <b>Single vals</b> tab with the red button to enter materials to be excluded from the report.</p>

3 Enter each material to include in the report.


To view a list of possible entries, click in one of the fields, and then click .

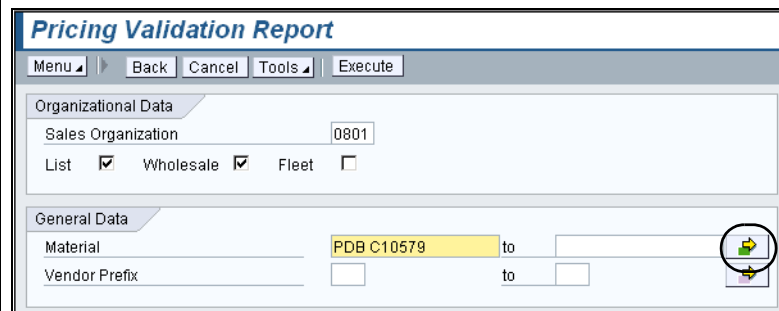


The dialog box titled "Multiple Selection for Material" has tabs for "Single vals" and "Ranges". The "Single vals" tab is active, showing a list of materials: PDB C10579, 22-20576-001, ETN 861, 01-23132-000, and TL 94960. A list icon is visible in the bottom right corner of the list area. The bottom toolbar includes buttons for Copy, Check, and Multiple selection..

4 To verify that the data is valid, click Check.

5 To add the list of materials to your selection criteria, click Copy.

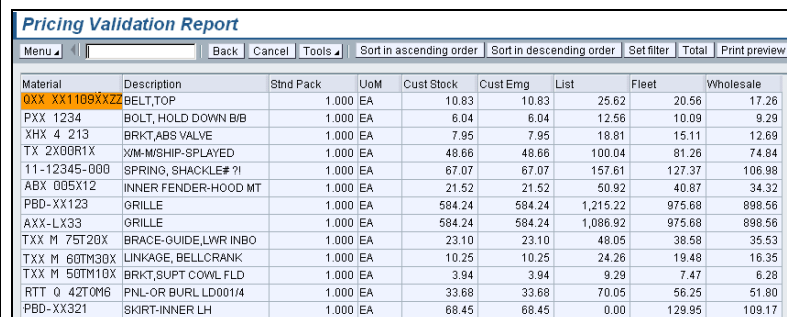
The **Pricing Validation Report** screen appears. The first number in the material list appears in the first field. The  button changes to indicate that you entered a list of values.



The "Pricing Validation Report" screen shows organizational data (Sales Organization: 0801, List: ☒, Wholesale: ☒, Fleet: ☐) and general data (Material: PDB C10579, Vendor Prefix: ). A list icon is visible in the bottom right corner of the general data section.

6 Click Execute.

The **Pricing Validation Report** screen appears. Display results are determined by selections made on the initial screen.




The "Pricing Validation Report" screen displays a table of results. The table has columns for Material, Description, Stnd Pack, UoM, Cust Stock, Cust Emg, List, Fleet, and Wholesale. The first row is highlighted in orange.

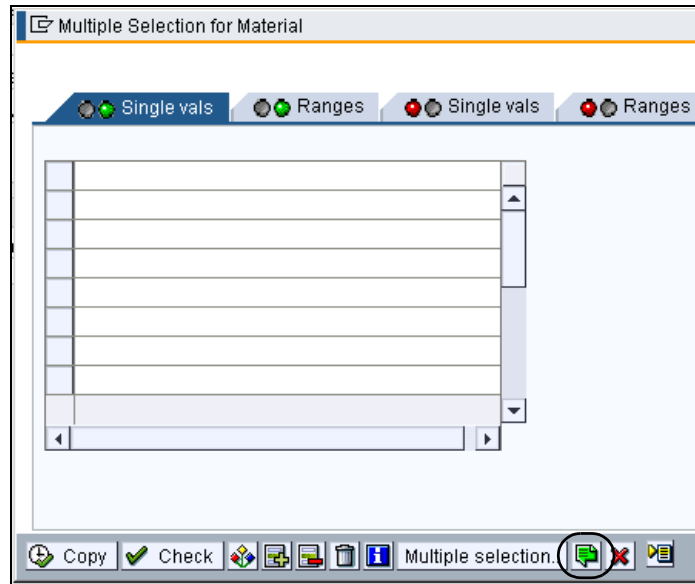
Material	Description	Stnd Pack	UoM	Cust Stock	Cust Emg	List	Fleet	Wholesale
0XX-XX1109XX2	BELT,TOP	1.000	EA	10.83	10.83	25.62	20.56	17.26
PXX 1234	BOLT, HOLD DOWN B/B	1.000	EA	6.04	6.04	12.56	10.09	9.29
XHX 4 213	BRKT,ABS VALVE	1.000	EA	7.95	7.95	18.81	15.11	12.69
TX 2X00R1X	X/M-MSHIP-SPLAYED	1.000	EA	48.66	48.66	100.04	81.26	74.84
11-12345-000	SPRING, SHACKLE# ?I	1.000	EA	67.07	67.07	157.61	127.37	106.98
ABX 005X12	INNER FENDER-HOOD MT	1.000	EA	21.52	21.52	50.92	40.87	34.32
PBD-XX123	GRILLE	1.000	EA	584.24	584.24	1,215.22	975.68	898.56
AXX-LX33	GRILLE	1.000	EA	584.24	584.24	1,086.92	975.68	898.56
TXX M 75T20X	BRACE-GUIDE,LWR INBO	1.000	EA	23.10	23.10	48.05	38.58	35.53
TXX M 60TM30X	LINKAGE,BELLCRANK	1.000	EA	10.25	10.25	24.26	19.48	16.35
TXX M 50TM10X	BRKT,SUPT COWL FLD	1.000	EA	3.94	3.94	9.29	7.47	6.28
RTT Q 42TM6	PNL-OR BURL LD001/4	1.000	EA	33.68	33.68	70.05	56.25	51.80
PBD-XX321	SKIRT-INNER LH	1.000	EA	68.45	68.45	0.00	129.95	109.17

## Upload from a spreadsheet

Follow these steps to upload a list of materials from a spreadsheet:

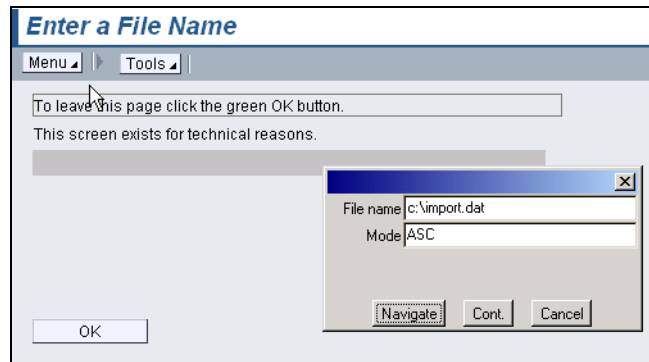
- 1 To upload a list of material numbers from a spreadsheet, to the right of the **Material** field, click .

The **Multiple Selection for Materials** dialog box appears. The **Single vals** tab is selected by default.



- 2 On the **Multiple Selection for Materials** dialog box, click **Import from text file**.

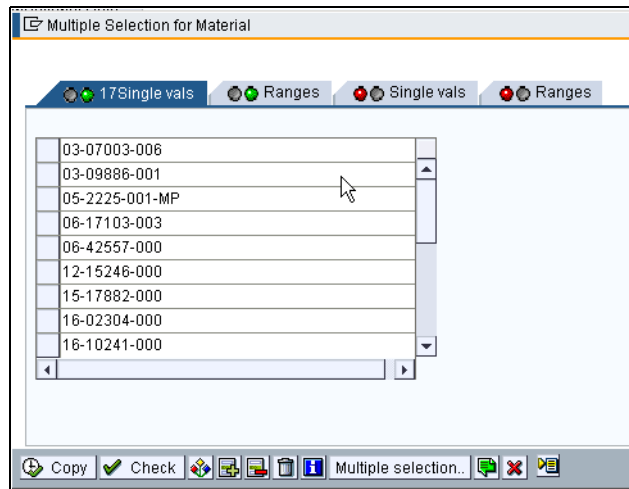
The **Enter a File Name** screen appears, with a dialog box for File name entry.




**NOTE** If the **Security Warning** dialog box appears, click **Yes**.

- 3 In the **File name** field, enter the name of the file or click **Navigate** to locate the file to be loaded.

- 4 Click **Cont.**  
The Multiple Selection dialog box appears, with the materials listed.



- 5 To add the list of materials to your selection criteria, click **Copy**.  
The **Pricing Validation Report** screen appears. The first number in the material list appears in the first field. The  button changes to indicate that you entered a list of values.

**Pricing Validation Report**

Menu Back Cancel Tools Execute

Organizational Data

Sales Organization 0801

List ☒ Wholesale ☒ Fleet ☐

General Data

Material PDB C10579 to

Vendor Prefix to

- 6 Click **Execute**.  
The **Pricing Validation Report** screen appears. Display results are determined by selections made on the initial screen.

**Pricing Validation Report**

Menu Back Cancel Tools Sort in ascending order Sort in descending order Set filter Total Print preview

Material	Description	Stnd Pack	UoM	Cust Stock	Cust Emg	List	Fleet	Wholesale
0XX-XX1109XXZ	BELT,TOP	1.000	EA	10.83	10.83	25.62	20.56	17.26
PXX 1234	BOLT, HOLD DOWN B/B	1.000	EA	6.04	6.04	12.56	10.09	9.29
XHX 4 213	BRKT,ABS VALVE	1.000	EA	7.95	7.95	18.81	15.11	12.69
TX 2X00R1X	X/M-M/SHIP-SPLAYED	1.000	EA	48.66	48.66	100.04	81.26	74.84
11-12345-000	SPRING, SHACKLE# ?I	1.000	EA	67.07	67.07	157.61	127.37	106.98
ABX 005X12	INNER FENDER-HOOD MT	1.000	EA	21.52	21.52	50.92	40.87	34.32
PBD-XX123	GRILLE	1.000	EA	584.24	584.24	1,215.22	975.68	898.56
AXX-LX33	GRILLE	1.000	EA	584.24	584.24	1,086.92	975.68	898.56
TXX M 75T20X	BRACE-GUIDE,LWR INBO	1.000	EA	23.10	23.10	48.05	38.58	35.53
TXX M 60TM30X	LINKAGE, BELL CRANK	1.000	EA	10.25	10.25	24.26	19.48	16.35
TXX M 50TM10X	BRKT,SUPT COWL FLD	1.000	EA	3.94	3.94	9.29	7.47	6.28
RTT Q 42T0M6	PNL-OR BURL LD001/4	1.000	EA	33.68	33.68	70.05	56.25	51.80
PBD-XX321	SKIRT-INNER LH	1.000	EA	68.45	68.45	0.00	129.95	109.17

# Glossary

Following is a glossary of terms used in paragon:

<b>Basic unit of measure</b>	The measure by which a material is sold; for example, a material may be sold by the foot, by the case, or one at a time (each).
<b>Bill of materials</b>	A list of the components that make up a kit or assembly. The list contains the material number quantity, and unit of measure of each component.
<b>Billing document</b>	The system document that identifies an invoice, credit memo, or debit memo.
<b>Buyer code</b>	A code identifying the Freightliner person responsible for procuring an item.
<b>Buyer/Planner</b>	The name of the person responsible for procuring and planning an item.
<b>Create with reference</b>	Allows you to create a document by “referencing” similar data or documents and copying it. In most cases, you can change and add to copied data.
<b>Delivery</b>	A system document containing sales order information that is sent to the warehouse/ Parts Distribution Center (PDC) system.
<b>Delivery block</b>	A setting on an order that prevents the order from being sent to the PDC until the block is removed.
<b>Distribution channel</b>	The method by which products reach the customer; for example, through the PDC or Direct Ship.

<b>Document</b>	The system record of a business transaction in paragon. Documents types include: sales documents, shipping documents, and billing documents.
<b>Document flow</b>	The sequence of system documents for a particular business transaction; for example, a quotation, a sales order, a delivery, and an invoice.
<b>Document type</b>	A classification that distinguishes different types of sales documents; for example, stock order or PAR return. The sales document type determines the sequence of screens that appear.
<b>Drill down</b>	A system function that allows you to view supporting documents by double-clicking the line item or using additional data buttons.
<b>Header fields</b>	Fields that appear at the top of the screen and apply to the entire order. Selections made in these fields apply to all the items on the order.
<b>Item category</b>	Identifies the type of item and how the system processes the item in an order. For example: superseded part.
<b>Line item</b>	The line number of an individual material (part) in a sales order.
<b>Line item fields</b>	Fields that apply only to a specific material (part) in a sales order. Selections made in these fields do not apply to the other materials (parts) on the order.
<b>Material</b>	A part.
<b>Material master</b>	Each material (part) has a material master record containing information about how the material is processed, material price, basic unit of measure, direct ship, or PDC.
<b>Option code</b>	A code defining restrictions that can determine how an order is processed; for example, no back order.



<b>Order number</b>	A unique number that identifies an order in paragon.
<b>Order type</b>	A code identifying the type of sales order, return order, or quotation.
<b>PDC</b>	Parts distribution center, warehouse, or plant.
<b>Planner code</b>	A code that identifies the Freightliner person responsible for planning an item.
<b>Plant</b>	The Parts Distribution Center (PDC).
<b>Promotion</b>	A marketing promotion set up for a specific time frame. For example, a June brake promotion. The pricing, materials, and dealers or customers eligible for the promotion are set up in sales deals.
<b>Quotation</b>	A quotation is a short term pricing concession proposed by the dealer based on competitive pricing.
<b>Return Delivery Document</b>	A return delivery document is the return packing list printed out by the dealer that must accompany a return.
<b>Sales deal</b>	A document that contains the specific organizational data, distribution channel, validity dates, eligible dealers and customers, materials, and discount information to support marketing programs and promotions. Discounts available through a sales deal appear in the Parts Availability screen.
<b>Sales organization</b>	The Freightliner organizational unit responsible for the sale of certain products.
<b>SAP</b>	The application used by paragon to order after-market parts. SAP is an acronym for Systems, Applications, and Programs in Business.
<b>Scrap</b>	The physical or logical transfer of material from stores to disposal point, and the completion of the inventory transaction to remove material from inventory.

<b>Ship-to-party</b>	The system code that identifies the dealer or customer ship-to address.
<b>Shipping condition</b>	The shipping method for the order.
<b>Sold-to party</b>	The dealer or customer who places the order.
<b>Unit of measure</b>	See “Basic unit of measure”.
<b>Valid-from date</b>	The starting date of the time period in which a document (such as a quotation or sales deal) in paragon is valid.
<b>Valid-to date</b>	The ending date of the time period in which a document (such as a quotation or sales deal) in paragon is valid.
<b>Vendor</b>	A business partner to whom a payment for a particular material is owed. This service can be goods delivered, a transferred right, or certain services performed. Sometimes referred to as a “supplier”.

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