# CONSIGNMENT TAG UPDATE APP

## USER DOCUMENT

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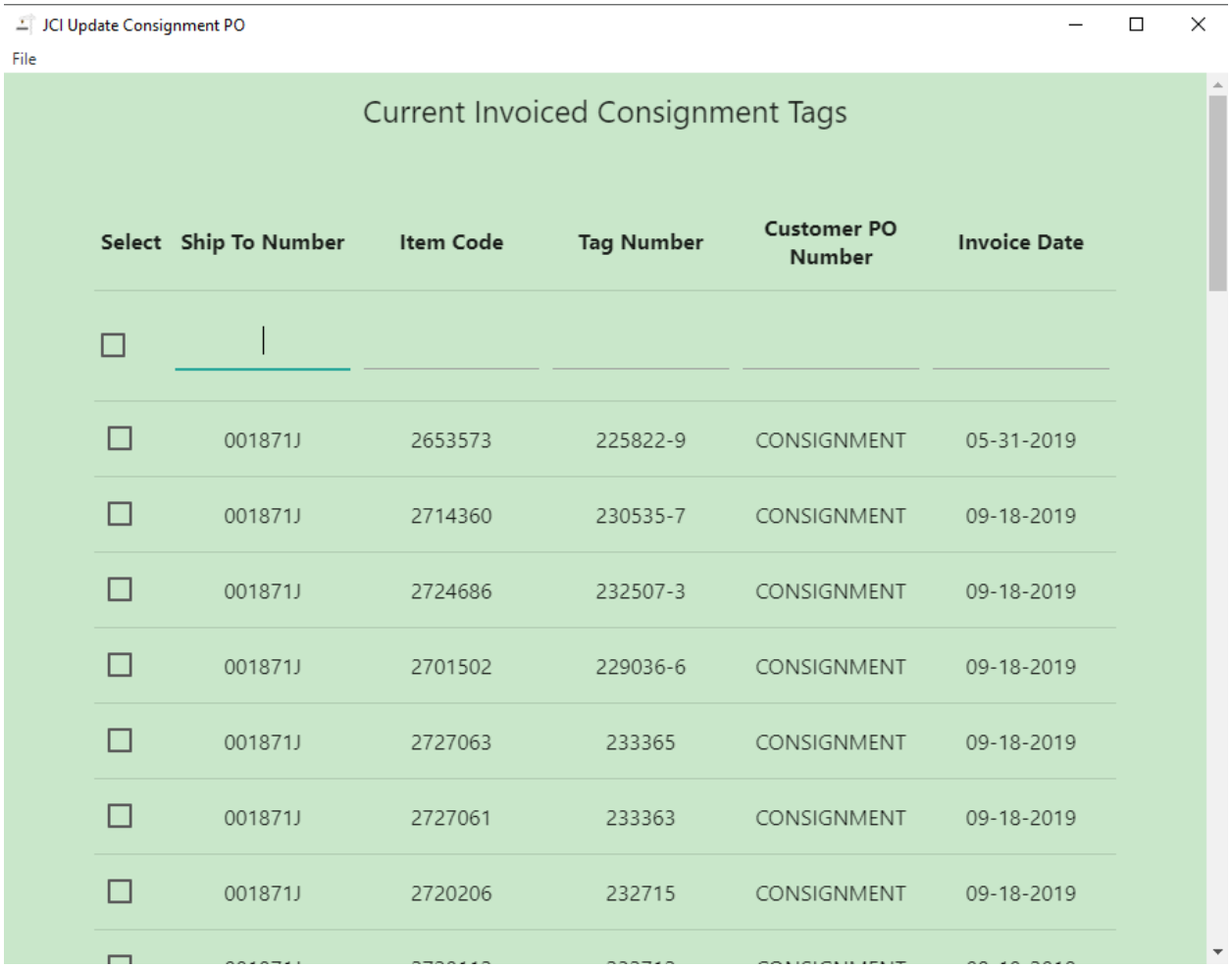
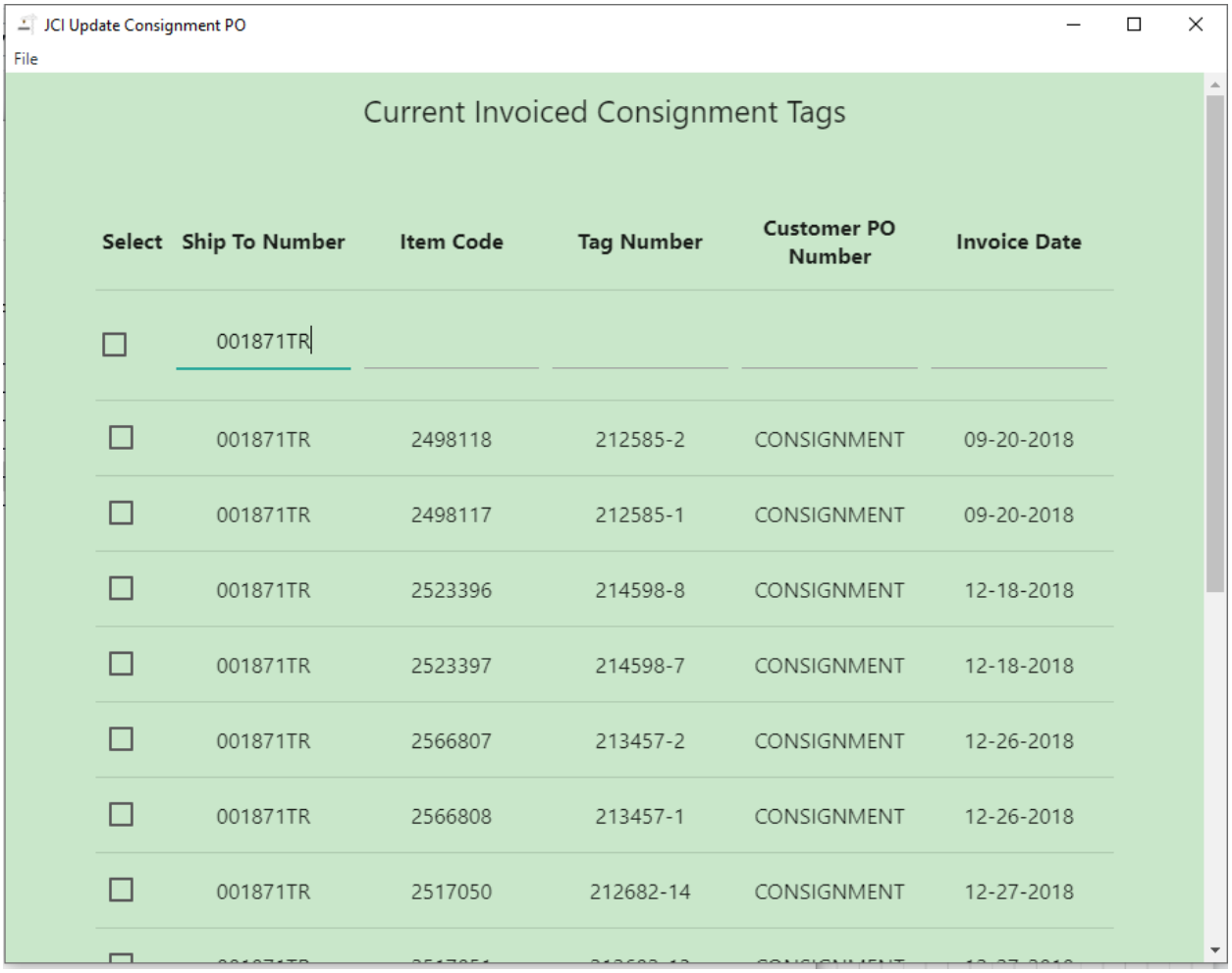
# MAIN PAGE

## LIST OF CONSIGNMENT TAGS

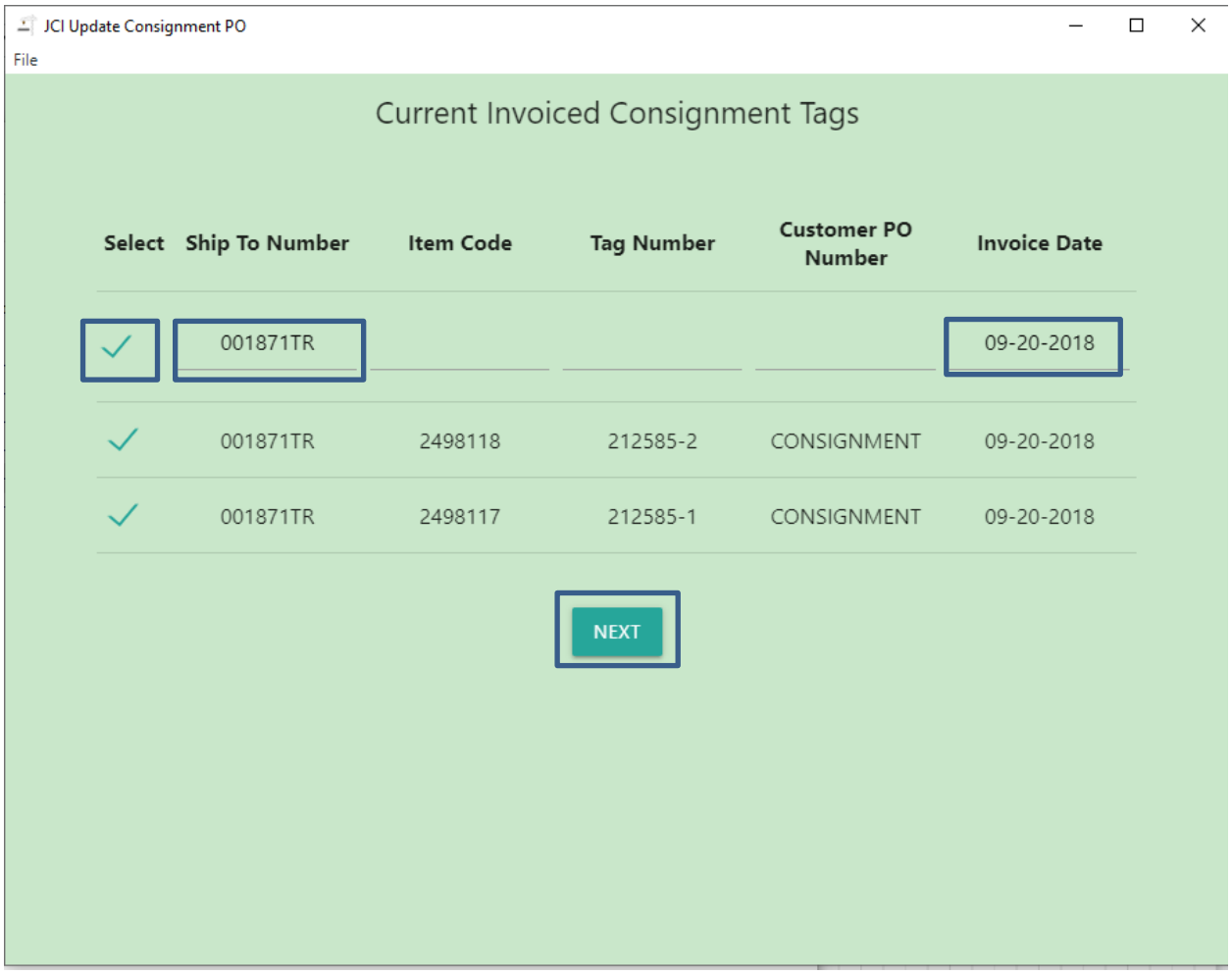
When you first open the application, a list of tags will be presented.




You can filer the list by typing under the field and pressing enter. For Example: typing '001871TR' will filter for all consignment tags for Trion.

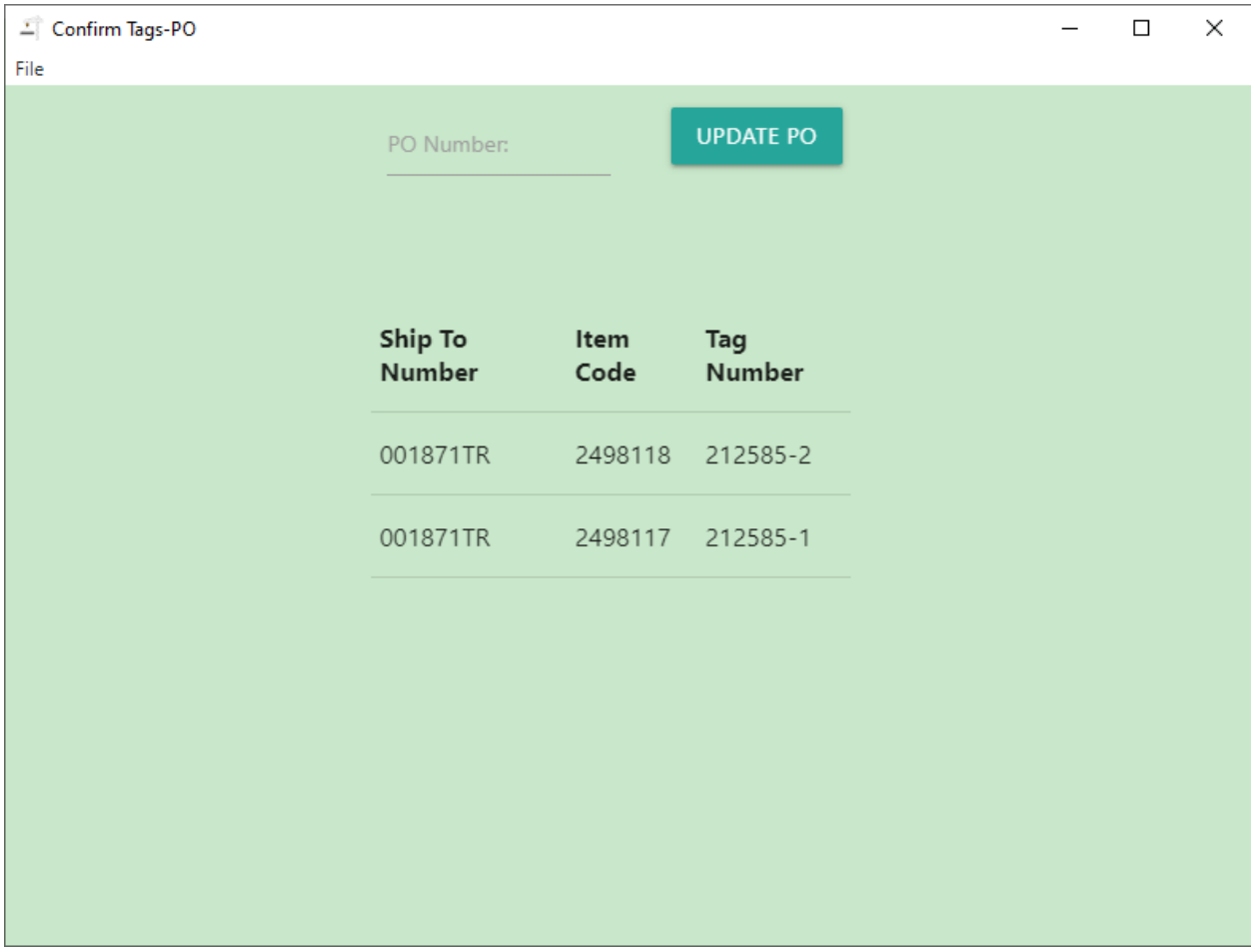


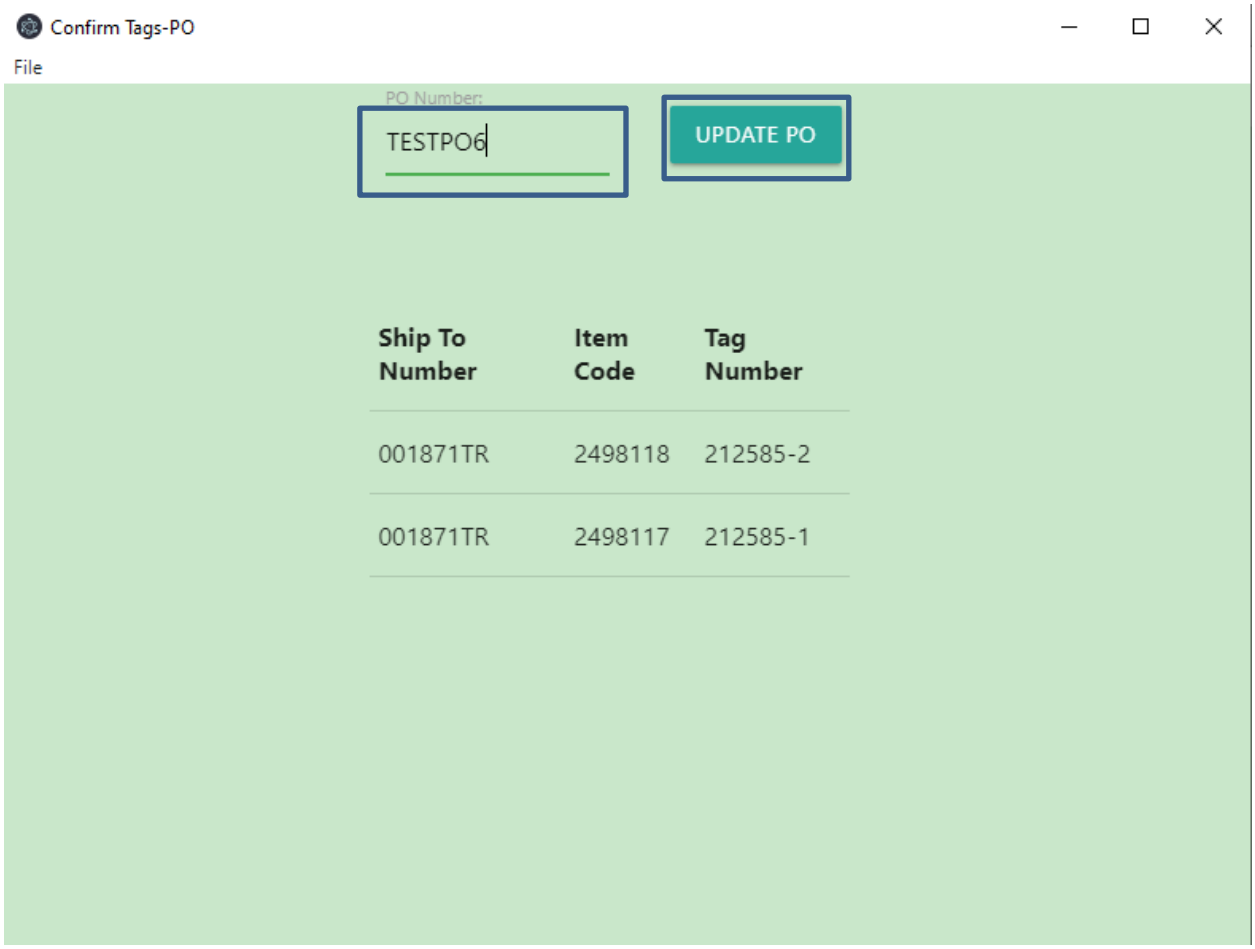

You can use multiple filters, to get a desired list, for example using a shipto filter and invoice date filter, and using the select all to select all displayed tags and press next to proceed to the apply PO screen.


JCI Update Consignment PO
File
Current Invoiced Consignment Tags
Select
Ship To Number
Item Code
Tag Number
Customer PO Number
Invoice Date
001871TR
09-20-2018
001871TR
2498118
212585-2
CONSIGNMENT
09-20-2018
001871TR
2498117
212585-1
CONSIGNMENT
09-20-2018
NEXT

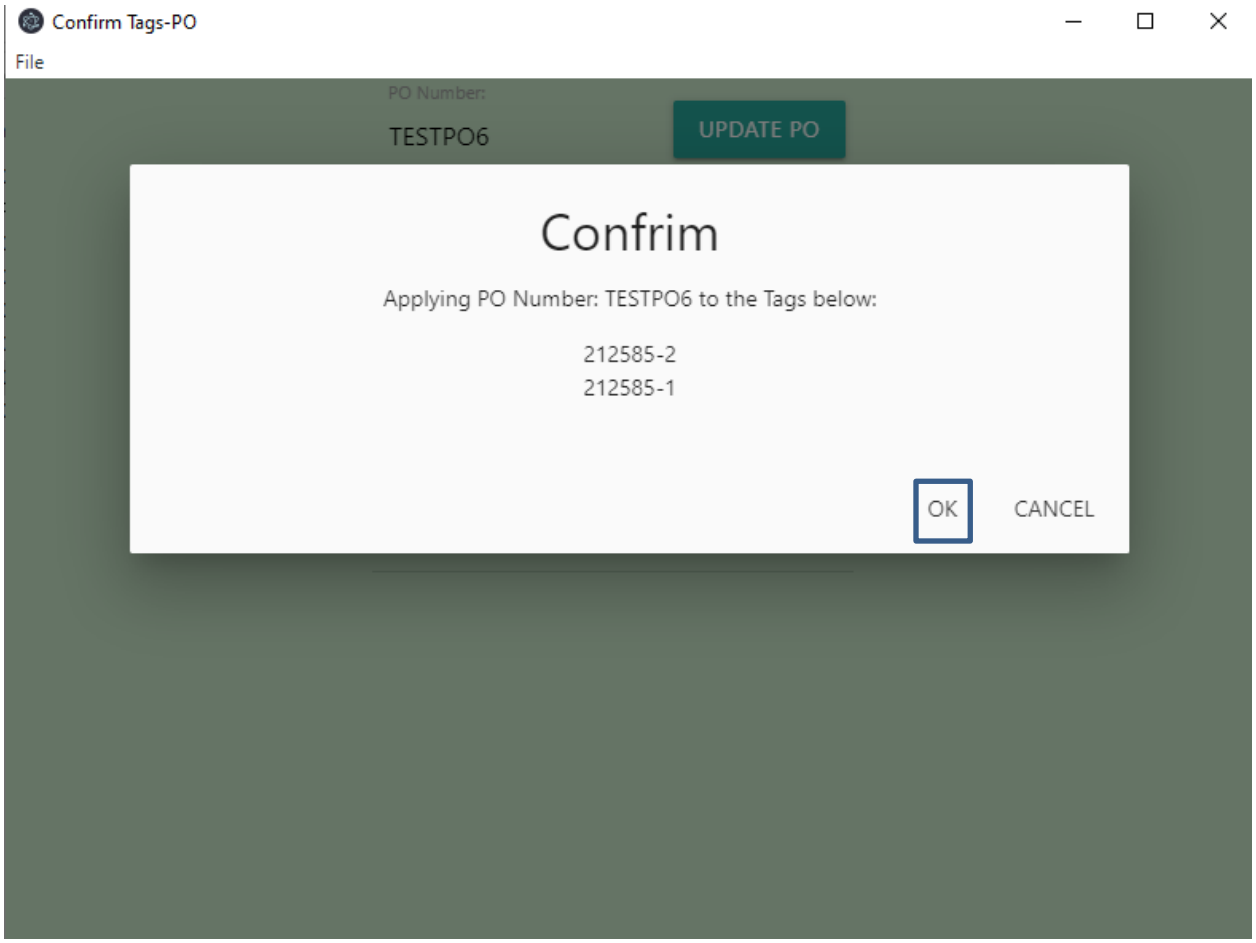
## PO ASSIGNMENT SCREEN

When screen is populated, the list of tags selected in the previous screen will be presented. On top of the screen you will enter the 'PO Number' and press 'UPDATE PO'.

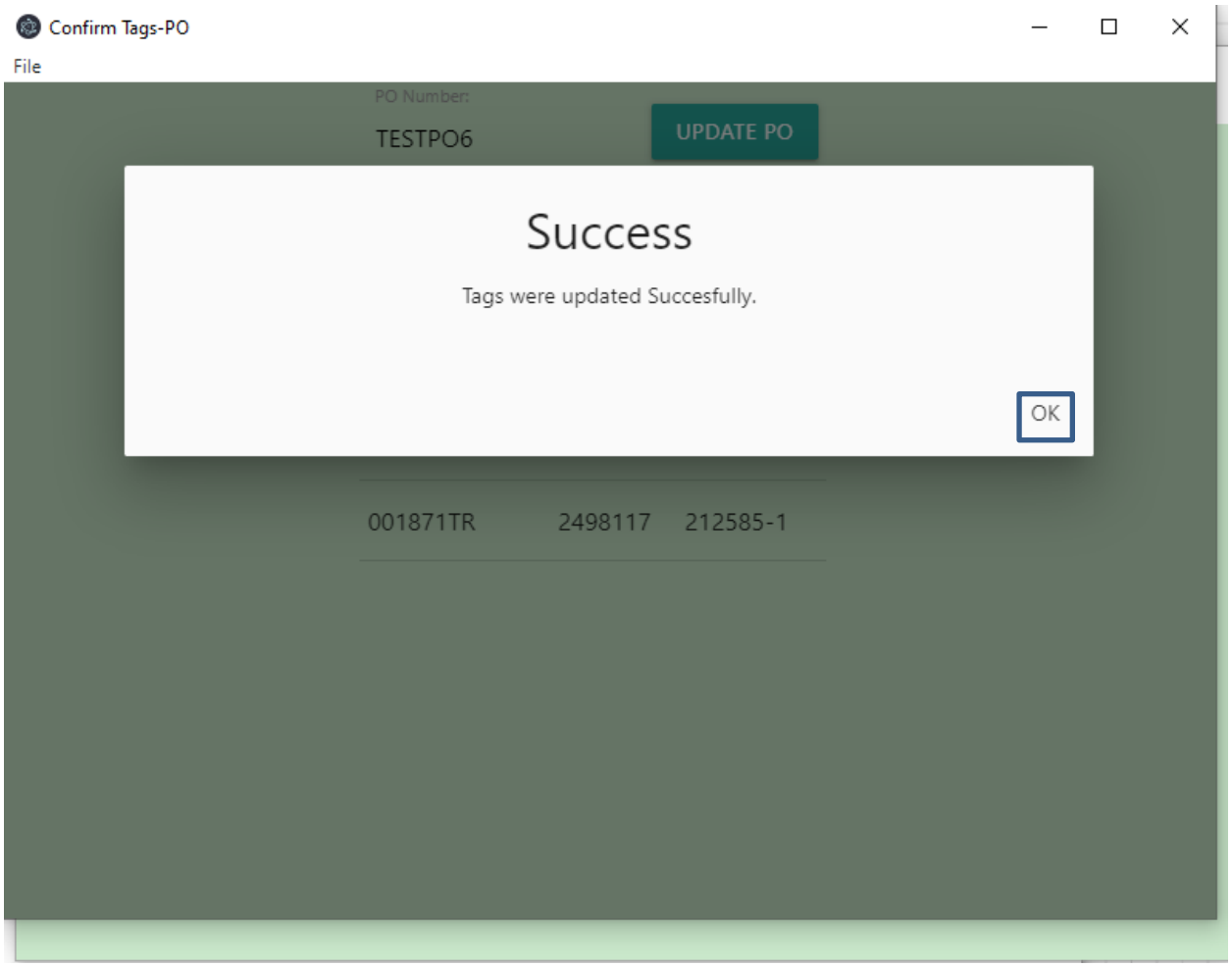





A confirmation screen will appear, confirming the update of the selected tags. Once you press 'OK' the update will take place.




Once the update is complete you will receive a Success message. Once the message is closed it will redirect you to the main page.


Confirm Tags-PO
File
PO Number:
TESTPO6
UPDATE PO
Success
Tags were updated Succesfully.
OK
001871TR
2498117
212585-1