PROCESS A BOM FROM A SALES ORDER

## Introduction

This Standard Operating Procedure (SOP) has been developed to provide you with an understanding of how to process a BOM in the NAXT system when not in stock or for a specific order.

This procedure is linked to the following business processes:

* PRT 3.2.1

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## Prerequisite

None

## Terminology and Icons

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| --- | --- |
|  | Important / Note |
|  | Business Rule |

## Steps

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| CREATE THE SALES ORDER | |
|  | Go to the **Sales order** screen and click **New >** **Sales order**   * **GGNZ > Sales and marketing > Common > My sales order** |
|  | Enter the **Customer account** |

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|  | Click the **General** fast tab and complete the following fields:   * Customer reference * Warehouse |
|  | Click the **Shipping** fast tab and complete the following fields:   * Mode of delivery * Delivery terms |
|  | Click **OK** |

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| CREATE THE PRODUCTION ORDER | |
|  | On the **Sales order lines** select the **Item number**, then click **Product and supply** |
|  | Click **Production order** |

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|  | ***Create production order*** *window opens*  Select the **Location** |
|  | *Window appears asking whether you want to change warehouse on the order line to match the production*  Click **Yes** if required |

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| ESTIMATE AND RELEASE THE PRODUCTION ORDER | |
|  | ***Production orders*** *window opens*  Click **Estimate** |
|  | Follow step 7 onwards of the following SOP:   * MFG 2.2(SOP)Create, Estimate, Schedule, Release a Production Order |