

CHAPTER 43 - PALLET TRACKING2

INTRODUCTION.....	2
SETTING UP A CUSTOMER	2
Customer Default Setting	2
LOAD/LOAD INFO	3
LOAD/PALLET TRACKING	4
PALLET INVENTORY	5
LOOKUP/PALLET INVENTORY TOTALS	5
PALLET INVENTORY ADJUSTMENTS	7
PALLET HISTORY	7
LOOKUP/PALLET INVENTORY HISTORY	8
REPORTS.....	8
PALLET TRACKING PRINTED REPORT SAMPLES.....	9
Carrier Report (PltTrkCarr).....	9
Consignee Report (PltTrkCons)	10
Customer Report (PltTrkCust).....	11
ADDITIONAL NOTES.....	11

CHAPTER 43 - PALLET TRACKING

Introduction

Pallet Tracking allows the system to track physical pallets in and out of a facility by pallet type and customer.

If Pallet Tracking is enabled for the customer, the Pallet Tracking tab on the Load screen will be used to record the net increase or decrease in pallets caused by the receipt or shipment of the load. This is required at load close. Any necessary adjustments to the Pallet Inventory can be made using the Pallet Inventory Adjustments screen. Totals for each type of pallet can be viewed in the Pallet Inventory Total screen while the history of pallet transactions is available in the Pallet Inventory History screen. In addition, three reports are available.

Setting up a Customer

Pallet Tracking entries are required before a load can be closed if the Pallet Tracking option has been checked during Customer setup. The customer setup screen can be accessed by selecting Setup/Customer/Customer Maintenance. Place a check mark in the Track Pallets box to enable Pallet Tracking for the customer.

The screenshot shows the 'Customer BP-Better Pets' setup screen. The 'Handling' tab is selected. Key visible fields include:

- Customer ID:** BP
- Status:** Active
- Name:** Better Pets
- Lookup:** BP
- Contact:** Pattie Johnson
- Address:** 1234 W Washington
- City:** Indianapolis
- State/Province:** IN
- Postal Code:** 45644
- Country:** USA
- Master Account:** [empty]
- Manufacturer UCC Code:** [empty]
- Recent Order Days:** [empty]
- Min O-Qty Weight:** [empty]

Under the 'Handling' tab, the following checkboxes are checked:

- Track Pallets
- Collect Pro Numbers
- Allow Pick Passing
- Use Expanded WebSynapse fields
- Suppress Anniversary Date
- Require Cycle Count Item
- Aggregate Inventory
- Require Cycle Count Lot
- Use Labels
- Allow Extra Picking
- Require Physical Inventory Item
- Allow Load Assignment
- Require Physical Inventory Lot

Other settings include:

- Duplicate Order Reference Allowed: Yes
- Unique Order Identifier: Reference
- Reduce Order Qty By Cancel Amount: Default

At the bottom, it says: LINUX2TEST Facility ZET (Last Update by SWINCHELL at 7/16/2012 01:57 PM)

Customer Default Setting

The customer field will be pre-filled on the pallet tracking tab of the load screen if there is only one customer associated with the load based on the defaults set up in the Pallet Tracking Defaults area of the Setup/Customer/Shipping/Options – 2 screen.

Default quantity for the customer must be > 0, for the Generate Default Quantities Button to be illuminated on the load screen.

Load/Load Info

From the Load screen,

Click on the Pallet Tracking tab.

The screen will display as follows:

LINX2TEST Facility ZET (Last Update by SWINCHELL at 11/22/2011 2:45:23 PM)

Stop	Shipment	Stop Status	Stop Stage Loc.	Order ID	ShipID	Order Status	Customer ID	Order Qty.	Rcvd. Qty.	Ship Qty.	To Facility	Order Ship To	From Facility	Stop Ship To	Order Type	PO	Weight Ship - L
► 1	BP	1 Full Release		368467	1	Picked	BP	1	0	0	00001SAN	ZET			Outbound		

Load/Pallet Tracking

LINX2TEST Facility ZET (Last Update by JSTANCYK at 9/25/2013 10:38:32 PM)

Stop	Shipment	Stop Status	Stop Stage Loc.	Order ID	ShipID	Order Status	Customer ID	Order Qty.	Rcvd. Qty.	Ship Qty.	To Facility	Order Ship To	From Facility	Stop Ship To	Order Type	PO	Weight Ship - L
► 1	BP	1 Full Release		368467	1	Picked	BP	1	0	0	00001SAN	ZET			Outbound		

The user can add a new entry to the Pallet Tracking grid by clicking on the add button, and selecting the Customer, Pallet Type and Order ID, and Ship ID from the pull-down lists. The user must fill in a Count in either or both the In or Out fields (any positive integer including zero) before approving the record with a check mark.

- If receiving pallets, enter the number of pallets received in the "In" field. This will increase the number of pallets in inventory.
- If shipping pallets, enter the number of pallets being shipped in the "Out" field. This will decrease the pallet inventory.

NOTE: Entries to pallet tracking can only be added if the Load has not been closed and the Track Pallets option has been enabled for the customer.

Default quantity for the customer must be > 0, for the Generate Default Quantities Button to be illuminated on the load screen.

Pallet Inventory

There are several screens used to look up or adjust pallet inventory information.

From the Lookup menu, select Pallet Inventory Total.

The screen will display as follows:

The screenshot shows a Windows application window titled "Pallet Inventory Totals". On the left, there is a search interface with fields for "Facility" (containing "ZET") and "Customer ID", and buttons for "Edit", "Delete", and "Search". Below this is a section for "Pallet Type" with radio buttons for "Include" and "Exclude", and a list box for selecting types. To the right of the search area is a table with columns: Facility, Cust ID, Pallet Type, and Pallet Count. The main right side of the window contains a large, empty grid table with columns: Facility, Customer, Pallet Type, Adj Reason, Load No, Carrier, Order ID, Ship ID, In Pallets, Out Pallets, and Last Updated. The entire window has standard Windows-style scroll bars on the right and bottom.

Lookup/Pallet Inventory Totals

To view pallet inventory information, enter a Facility and Customer ID. To limit the amount of information, you can specify one or more Pallet Type(s) and whether they should be included or excluded. To select pallet type(s), double click in the Pallet Type field to view the list. Double click on each pallet type to be included/excluded. They will be highlighted in green to show your selection(s). Click on the button to carry the information over to the Pallet Inventory Totals screen.

The screen will display as follows:

Pallet Inventory Totals

Facility:	Customer ID:	Facility	Cust ID	Pallet Type	Pallet Count																						
ZET																											
Pallet Type																											
<input checked="" type="radio"/> Include <input type="radio"/> Exclude		CHEP,WOOD																									
<table border="1"> <thead> <tr> <th>Facility</th> <th>Customer</th> <th>Pallet Type</th> <th>Adj Reason</th> <th>Load No</th> <th>Carrier</th> <th>Order ID</th> <th>Ship ID</th> <th>In Pallets</th> <th>Out Pallets</th> <th>Last Updated</th> </tr> </thead> <tbody> <tr> <td></td> </tr> </tbody> </table>						Facility	Customer	Pallet Type	Adj Reason	Load No	Carrier	Order ID	Ship ID	In Pallets	Out Pallets	Last Updated											
Facility	Customer	Pallet Type	Adj Reason	Load No	Carrier	Order ID	Ship ID	In Pallets	Out Pallets	Last Updated																	

NOTE: If selecting multiple pallets to be included/excluded, you will notice separating commas as seen in the above example.

Once the appropriate information is entered, click on the  search button to display the information.

The screen will display as follows:

Pallet Inventory Totals

Facility:	Customer ID:	Facility	Cust ID	Pallet Type	Pallet Count																																																																																																																																																																					
ZET	BP	ZET	BP	(TOTAL)	13																																																																																																																																																																					
		ZET	BP	CHEP	1																																																																																																																																																																					
		ZET	BP	WOOD	12																																																																																																																																																																					
<table border="1"> <thead> <tr> <th>Facility</th> <th>Customer</th> <th>Pallet Type</th> <th>Adj Reason</th> <th>Load No</th> <th>Carrier</th> <th>Order ID</th> <th>Ship ID</th> <th>In Pallets</th> <th>Out Pallets</th> <th>Last Updated</th> </tr> </thead> <tbody> <tr> <td>ZET</td> <td>BP</td> <td>WOOD</td> <td>Outbound</td> <td>200824</td> <td>3WAY</td> <td>368467</td> <td>1</td> <td>0</td> <td>1</td> <td>9/25/2013 10:40:26 F</td> </tr> <tr> <td>ZET</td> <td>BP</td> <td>CHEP</td> <td>Outbound</td> <td>200984</td> <td>905L</td> <td>368854</td> <td>1</td> <td>0</td> <td>0</td> <td>11/1/2011 10:54:56 F</td> </tr> <tr> <td>ZET</td> <td>BP</td> <td>CHEP</td> <td>Outbound</td> <td>201042</td> <td>905C</td> <td>369028</td> <td>1</td> <td>0</td> <td>0</td> <td>12/20/2011 4:07:51 F</td> </tr> <tr> <td>ZET</td> <td>BP</td> <td>CHEP</td> <td>Inbound</td> <td>201058</td> <td>3WAY</td> <td>369078</td> <td>1</td> <td>1</td> <td>0</td> <td>1/12/2012 5:47:49 PM</td> </tr> <tr> <td>ZET</td> <td>BP</td> <td>CHEP</td> <td>Inbound</td> <td>201085</td> <td>3WAY</td> <td>369130</td> <td>1</td> <td>1</td> <td>0</td> <td>1/26/2012 4:05:48 PM</td> </tr> <tr> <td>ZET</td> <td>BP</td> <td>CHEP</td> <td>Inbound</td> <td>201085</td> <td>3WAY</td> <td>369130</td> <td>1</td> <td>0</td> <td>0</td> <td>1/26/2012 3:51:15 PM</td> </tr> <tr> <td>ZET</td> <td>BP</td> <td>CHEP</td> <td>Outbound</td> <td>201113</td> <td>3WAY</td> <td>369179</td> <td>1</td> <td>0</td> <td>1</td> <td>2/15/2012 11:00:07 F</td> </tr> <tr> <td>ZET</td> <td>BP</td> <td>CHEP</td> <td>Inbound</td> <td>200997</td> <td>AANM</td> <td>368819</td> <td>2</td> <td>0</td> <td>0</td> <td>11/14/2011 3:52:01 F</td> </tr> <tr> <td>ZET</td> <td>BP</td> <td>CHEP</td> <td>Outbound</td> <td>201022</td> <td>3WAY</td> <td>368976</td> <td>1</td> <td>0</td> <td>0</td> <td>11/22/2011 4:43:35 F</td> </tr> <tr> <td>ZET</td> <td>BP</td> <td>CHEP</td> <td>Outbound</td> <td>201093</td> <td>3WAY</td> <td>369152</td> <td>1</td> <td>0</td> <td>1</td> <td>2/2/2012 3:15:51 PM</td> </tr> <tr> <td>ZET</td> <td>BP</td> <td>CHEP</td> <td>Inbound</td> <td>200931</td> <td>A&I</td> <td>368692</td> <td>1</td> <td>1</td> <td>0</td> <td>3/19/2012 11:19:09 F</td> </tr> <tr> <td>ZET</td> <td>BP</td> <td>CHEP</td> <td>Outbound</td> <td>201152</td> <td>3WAY</td> <td>369342</td> <td>1</td> <td>0</td> <td>1</td> <td>3/22/2012 10:46:04 F</td> </tr> <tr> <td>ZET</td> <td>BP</td> <td>WOOD</td> <td>Outbound</td> <td>200822</td> <td>4SEA</td> <td>368457</td> <td>1</td> <td>0</td> <td>0</td> <td>11/2/2011 1:05:41 PM</td> </tr> <tr> <td>ZET</td> <td>BP</td> <td>CHEP</td> <td>XX</td> <td></td> <td></td> <td></td> <td></td> <td>1</td> <td>0</td> <td>11/10/2011 2:31:35 F</td> </tr> </tbody> </table>						Facility	Customer	Pallet Type	Adj Reason	Load No	Carrier	Order ID	Ship ID	In Pallets	Out Pallets	Last Updated	ZET	BP	WOOD	Outbound	200824	3WAY	368467	1	0	1	9/25/2013 10:40:26 F	ZET	BP	CHEP	Outbound	200984	905L	368854	1	0	0	11/1/2011 10:54:56 F	ZET	BP	CHEP	Outbound	201042	905C	369028	1	0	0	12/20/2011 4:07:51 F	ZET	BP	CHEP	Inbound	201058	3WAY	369078	1	1	0	1/12/2012 5:47:49 PM	ZET	BP	CHEP	Inbound	201085	3WAY	369130	1	1	0	1/26/2012 4:05:48 PM	ZET	BP	CHEP	Inbound	201085	3WAY	369130	1	0	0	1/26/2012 3:51:15 PM	ZET	BP	CHEP	Outbound	201113	3WAY	369179	1	0	1	2/15/2012 11:00:07 F	ZET	BP	CHEP	Inbound	200997	AANM	368819	2	0	0	11/14/2011 3:52:01 F	ZET	BP	CHEP	Outbound	201022	3WAY	368976	1	0	0	11/22/2011 4:43:35 F	ZET	BP	CHEP	Outbound	201093	3WAY	369152	1	0	1	2/2/2012 3:15:51 PM	ZET	BP	CHEP	Inbound	200931	A&I	368692	1	1	0	3/19/2012 11:19:09 F	ZET	BP	CHEP	Outbound	201152	3WAY	369342	1	0	1	3/22/2012 10:46:04 F	ZET	BP	WOOD	Outbound	200822	4SEA	368457	1	0	0	11/2/2011 1:05:41 PM	ZET	BP	CHEP	XX					1	0	11/10/2011 2:31:35 F
Facility	Customer	Pallet Type	Adj Reason	Load No	Carrier	Order ID	Ship ID	In Pallets	Out Pallets	Last Updated																																																																																																																																																																
ZET	BP	WOOD	Outbound	200824	3WAY	368467	1	0	1	9/25/2013 10:40:26 F																																																																																																																																																																
ZET	BP	CHEP	Outbound	200984	905L	368854	1	0	0	11/1/2011 10:54:56 F																																																																																																																																																																
ZET	BP	CHEP	Outbound	201042	905C	369028	1	0	0	12/20/2011 4:07:51 F																																																																																																																																																																
ZET	BP	CHEP	Inbound	201058	3WAY	369078	1	1	0	1/12/2012 5:47:49 PM																																																																																																																																																																
ZET	BP	CHEP	Inbound	201085	3WAY	369130	1	1	0	1/26/2012 4:05:48 PM																																																																																																																																																																
ZET	BP	CHEP	Inbound	201085	3WAY	369130	1	0	0	1/26/2012 3:51:15 PM																																																																																																																																																																
ZET	BP	CHEP	Outbound	201113	3WAY	369179	1	0	1	2/15/2012 11:00:07 F																																																																																																																																																																
ZET	BP	CHEP	Inbound	200997	AANM	368819	2	0	0	11/14/2011 3:52:01 F																																																																																																																																																																
ZET	BP	CHEP	Outbound	201022	3WAY	368976	1	0	0	11/22/2011 4:43:35 F																																																																																																																																																																
ZET	BP	CHEP	Outbound	201093	3WAY	369152	1	0	1	2/2/2012 3:15:51 PM																																																																																																																																																																
ZET	BP	CHEP	Inbound	200931	A&I	368692	1	1	0	3/19/2012 11:19:09 F																																																																																																																																																																
ZET	BP	CHEP	Outbound	201152	3WAY	369342	1	0	1	3/22/2012 10:46:04 F																																																																																																																																																																
ZET	BP	WOOD	Outbound	200822	4SEA	368457	1	0	0	11/2/2011 1:05:41 PM																																																																																																																																																																
ZET	BP	CHEP	XX					1	0	11/10/2011 2:31:35 F																																																																																																																																																																

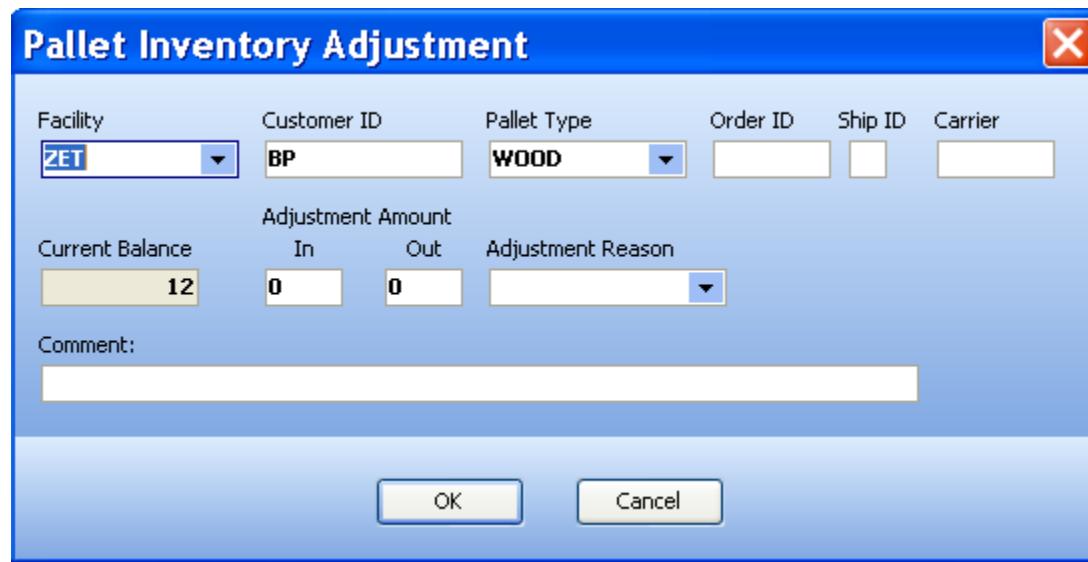
NOTE: This screen is also providing pallet history information specific to the customer in the lower white grid area.

Pallet Inventory Adjustments

If necessary, pallet inventory can be adjusted.

To make an adjustment, double click on one of the pallet entries in the Pallets Inventory Total screen (located in the upper white grid).

The following screen will appear:



The dialog box is titled "Pallet Inventory Adjustment". It contains fields for Facility (ZET), Customer ID (BP), Pallet Type (WOOD), Order ID, Ship ID, and Carrier. Below these are fields for Current Balance (12), In (0), Out (0), Adjustment Reason (a dropdown menu), and Comment (a text area). At the bottom are OK and Cancel buttons.

Enter an adjustment amount to the appropriate In or Out field, select an Adjustment Reason from the pull-down list, and type an optional comment. If you want to associate the adjustment to a specific order, you must enter the Order ID. Click on the **OK** button to save the adjustment information.

NOTE: Entering Order ID information will automatically fill in the Carrier and Ship ID Fields once the information has been saved.

Pallet History

This screen is used to view Pallet History. From the Lookup menu, select Pallet History.

The screen will appear as follows:

Pallet History

Facility	Customer ID	
ZET	BP	
Pallet Type	Load Number	
WOOD	201141	
Adjustment Reason	Order ID	Ship ID
OUTBOUND	368851	1
Carrier	Incoming Pallets	Outgoing Pallets
AACT	0	1
Comment		

LINUX2TEST Facility ZET (Last Update by JOEL at 3/16/2012 1:26:07 PM)

Lookup/Pallet Inventory History

The use of the arrows will allow inspection of each transaction affecting the Pallet History. Entries with a blank load number are the result of Pallet Inventory Adjustments.

NOTE: Detailed pallet history information can be viewed by using the Pallet Inventory Total screen or a report can be requested.

Reports

Three Pallet History transaction reports are available:

- Carrier Report (PltTrkCarr)
- Consignee Report (PltTrkCons)
- Customer Report (PltTrkCust)

From the main menu, select Requests/Report Requests. Select the appropriate report.

The parameters/tabs requested are the subject of the report, (i.e. Customer ID, and the beginning and ending dates.

NOTE: The dates default to today's date.

Pallet Tracking Printed Report Samples

Carrier Report (PltTrkCarr)

Carrier Pallet Report							
<small>Zethcon Test</small>							
<small>Printed on 9/25/2013 10:53PM</small>							
<small>Summary from 9/25/2012 to 9/25/2013</small>							
<small>Carrier 3WAY - 3WAY TRANSPORT</small>							
Date	Reason	Customer	Consignee	Load	Order ID	Reference	Amount
DMJ	Donna J						
CHEP	Chep Pallet						
9/23/2013	Outbound	0206	0002	201593	370146-1	TEST DOOR 04	0
	CHEP					Beginning Balance:	-1
PLASTIC	Formed Plastic Pallet					Ending Balance:	-1
9/23/2013	Outbound	0206	0002	201593	370146-1	TEST DOOR 04	0
	PLASTIC					Beginning Balance:	-1
ZET	Zethcon Corporation					Ending Balance:	-1
BALLOUG	Ballog Smart Pallet					Beginning Balance:	-2
7/17/2013	XX	BP	00001BOD			369003-1	CON
Misc							2
12/10/2012	Outbound	BP	0003	201249	369525-1		0
	BALLOUG					Ending Balance:	-2
WOOD	Wooden Pallet					Beginning Balance:	2
9/25/2013	Outbound	BP	0246145	200824	368467-1	TEST CON	-1
8/13/2013	Outbound	AGCALJAM		201604	368477-1	PALLET	0
Ship Order	WOOD					Ending Balance:	2

Consignee Report (PltTrkCons)

Consignee Pallet Report

Zethcon Test

Printed on 9/25/2013 11:00PM



Summary from 9/25/2012 to 9/25/2013

Consignee: 0002 - Bay Harbor

Date	Reason	Customer	Carrier	Load	Order ID	Reference	Amount
DMJ	Donna J						
	CHEP	Chep Pallet				Beginning Balance:	0
9/23/2013	Outbound	0206	3WAY	201593	370146-1	TEST DOOR 04	-1
	CHEP					Ending Balance:	-1
PLASTIC	Formed Plastic Pallet					Beginning Balance:	0
9/23/2013	Outbound	0206	3WAY	201593	370146-1	TEST DOOR 04	-1
	PLASTIC					Ending Balance:	-1

Customer Report (PltTrkCust)

Customer Pallet Report							SYNAPSE
Zethcon Test							
Printed on 9/25/2013 11:03PM							
Summary from 9/25/2012 to 9/25/2013							
Date	Reason	Customer	CONSIGNEE	Load	Order ID	REFERENCE	Amount
ZET	Zethcon Corporation	BP				Customer: BP - Better Pets	
BALLOUG 12/10/2012	Balough Smart Pallet Outbound	3WAY	0003	ZET Beginning Balance 9/25/2012: 201249 369525-1			0
7/17/2013	XX	3WAY	00001BOD		369003-1	CON	0
Misc	BALLOUG			ZET Ending Balance 9/25/2013			2
WOOD 9/25/2013	Wooden Pallet Outbound	3WAY	0246145	ZET Beginning Balance 9/25/2012: 200824 368467-1	TEST CON		13
	WOOD			ZET Ending Balance 9/25/2013			-1
							12.00

Additional Notes

If CHEP pallet EDI processing is needed, please contact the Zethcon TSD desk for additional information.

To allow flexibility, the "REQUIREPALLETTRACKQTY" system default value exists. SYNAPSE will not require a pallet tracking quantity entry > 0 unless the "REQUIREPALLETTRACKQTY" system default value is set to a "Y".

The "Bill for Pallets" check box on the Customer Maintenance Screen is for informational purposes only. It is not tied to Synapse Billing.