



Cloud/WMS

Ver3.1

Operation Manual (Common)

Jan 21, 2019

Version 10

LOGISTEED Solutions, Ltd.

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<<Version History>>

11/11/2014	Ver. 1	Initial Release
2/28/2015	Ver. 2	“Item Master Upload” added, misc. screens and reports revised
7/1/2015	Ver. 3	Update version release
10/16/2015	Ver. 4	Update version release
1/27/2016	Ver. 5	Update version release
12/1/2016	Ver. 6	Update version release
1/1/2017	Ver. 7	Update version release
8/31/2017	Ver. 8	Update version release
5/29/2018	Ver. 9	Update version release
1/21/2019	Ver. 10	Improve wording, etc.

Introduction

This document explains the operating procedures, description of each screen, etc. for the use of ONEsLOGI Cloud WMS.

The following is used, for your convenience, to explain steps in operating procedures:

[NAME]	Square brackets represent button names
<NAME>	Angle brackets represent screen names
SD	Smart Device

Please review **Operation Manual (PC)** for explanation of all standard WMS functions.

For troubleshooting tips, please review **Operation Manual (Help)** or contact your system administrator for further assistance.

Common Features

A solid pink horizontal bar spanning the width of the page, positioned below the 'Common Features' header and above the page number.

Common Features Overview

This document explains the various common features used throughout the system.

These are features not described in **Operation Manual (PC)**.

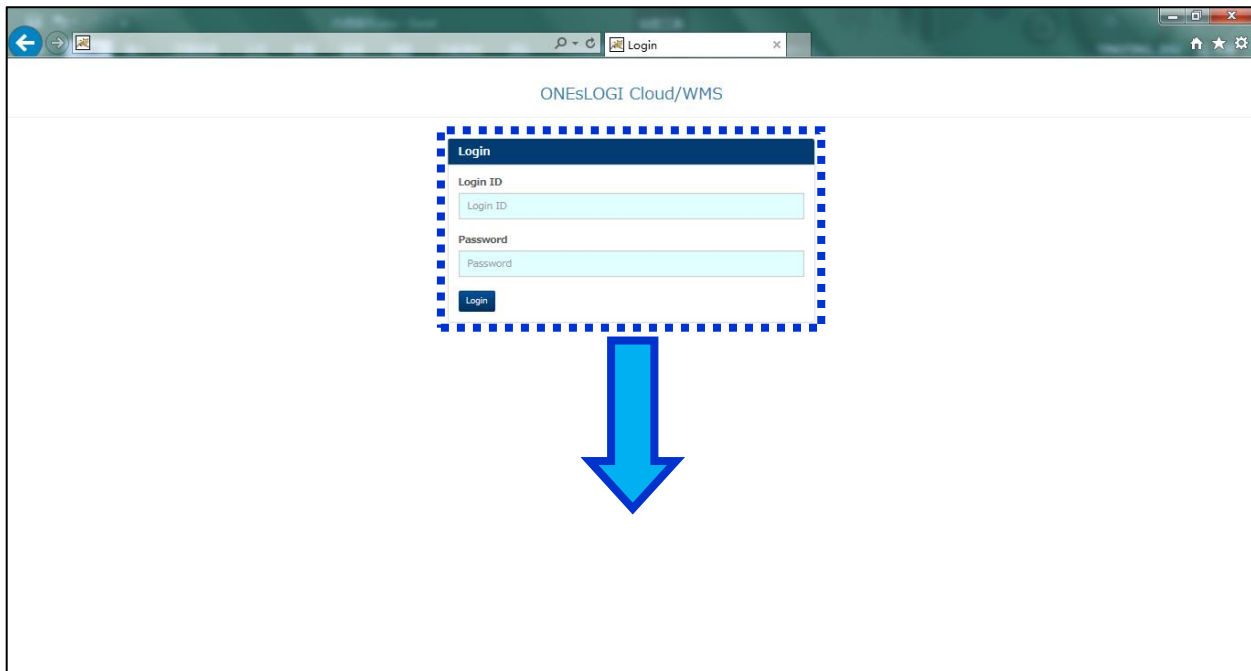
1. Login

1.1. How to login

This section explains the steps to login and access the WMS.

Contact your system administrator for an address to the login screen.

(1) Open the login screen.

A close-up view of the login form. It has a dark blue header with the word 'Login' in white. Below the header, there are two text input fields. The first is labeled 'Login ID' and has a light blue placeholder text 'Login ID'. The second is labeled 'Password' and has a light blue placeholder text 'Password'. At the bottom of the form is a dark blue button with the word 'Login' in white.

(2) Enter your user credentials in “Login ID” and “Password”, then click [Login].

If you do not know your login ID and password, please contact your system administrator.

2. Basic Screen Functions

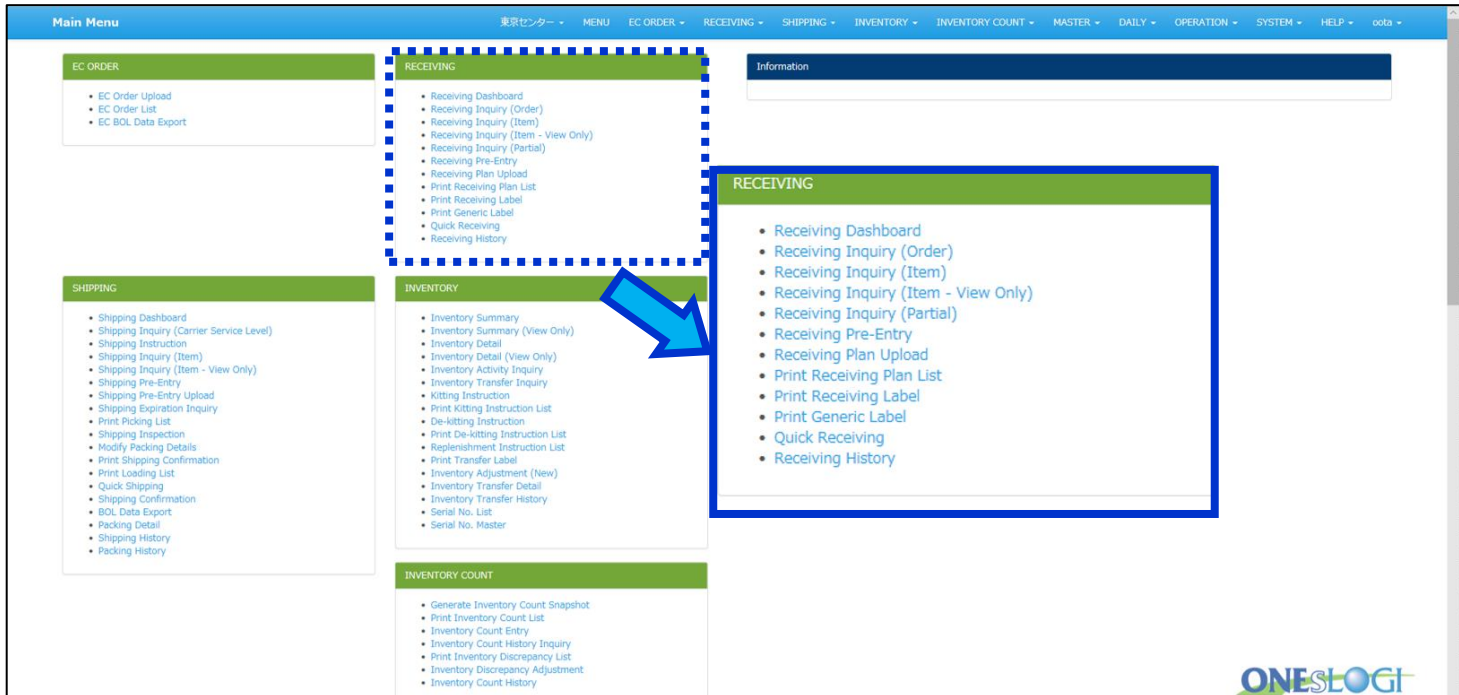
2.1. System Limitations

Please be aware of the following actions when using ONEsLOGI Cloud/WMS.

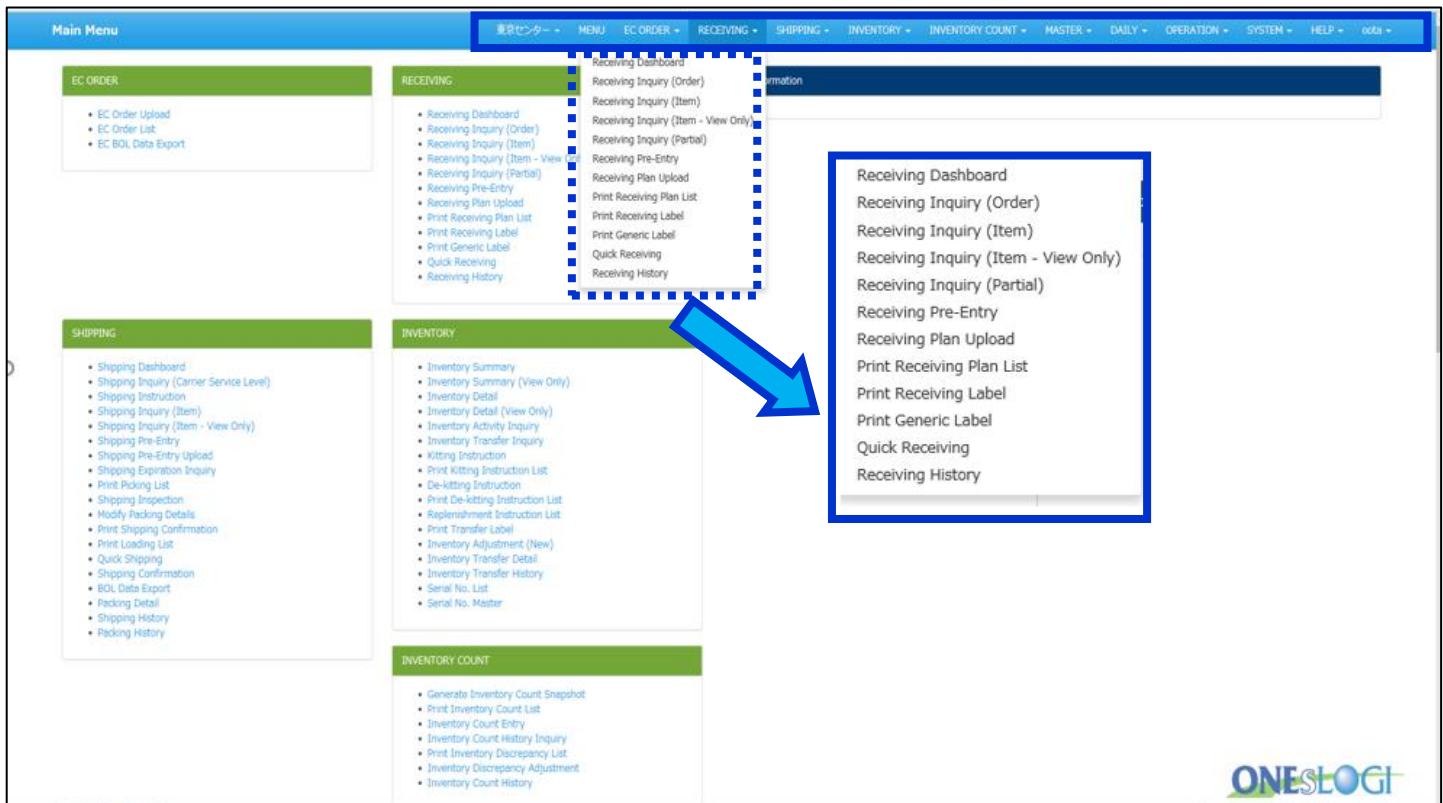
- (1) When a button is clicked, wait until the process is complete before performing the next operation.
There is a possibility the process will perform twice when a button is clicked twice.
- (2) Hitting (F5) on your keyboard or clicking the browser refresh button will reset the screen back to its original state. Any unsaved data will be lost.
- (3) A process that has started after a button is clicked, cannot be cancelled by hitting the browser back [←] button or close [×] button and will continue to process even after the screen changes.
To cancel/amend a process, review the particular function in Operation Manual (PC). Contact your system administrator if the issue cannot be resolved.

2.2. Main Menu

Various operation functions are accessible from the <Main Menu> screen.



The menu is also accessible from the top navigation bar within any operation function.



2.3. Input Validation

Some fields are validated for their input to ensure data integrity. An error message will be displayed below any fields that do not meet the input requirements.

The following is a list of validation types:

- (1) Required: Input field is required and cannot be left blank.

: Screen Example :

Item Code <input type="text"/> Required	Consignment <input type="text"/> Required
--	--

- (2) Number of Digits: Input value cannot exceed a defined maximum.

: Screen Example :

Total Adjusted Qty <input type="text" value="99999999"/> Integer up to 7 digit(s)
--

- (3) Input Type: Input character must be the correct type.

: Screen Example :

* Entering an alpha character in a numeric only field

Piece Qty to Adjust <input type="text" value="ABC"/> Numeric values only

* Entering a 2-byte character in a 1-byte alpha character field

Plan Customer Rcv. No. <input type="text" value="A"/> Alphanumeric characters and "-" only

- (4) Input Format: Input character must follow a defined format.

: Screen Example :

* Entering a date that does not exist

Put-away Date (From) <input type="text" value="13/11/2018"/> Invalid date format: MM/dd/yyyy

* Entering an incomplete date

Put-away Date (From) <input type="text" value="13/11/201"/> Invalid date format: MM/dd/yyyy
--

(5) Master Does Not Exist: Value that does not exist in the master cannot be entered/selected.

Screen Example

* Entering a code that does not exist in the master

Item Code	
XYZ	Q
Does not exist	

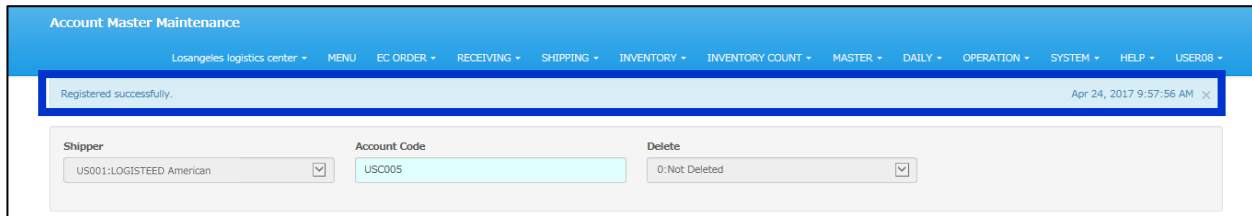
* Selecting a combination not defined in the master

Warehouse	Zone
TKH:Tokyo Center Warehouse 1	Z1:Zone Z1
Does not exist	

2.4. Process Result Status Message

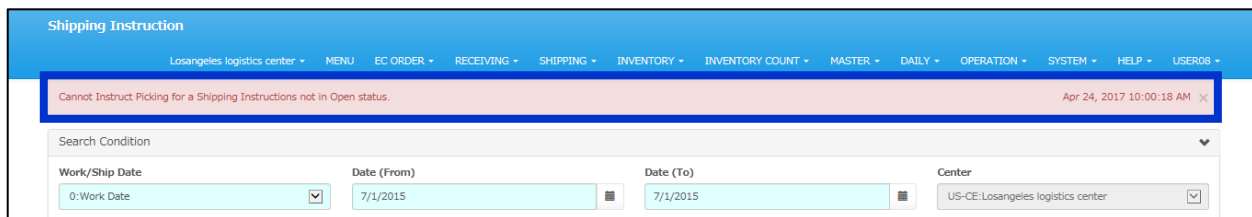
A status message is displayed at the top of the screen upon completion of a process.

(1) Success: Process completed successfully. Message is displayed in blue.



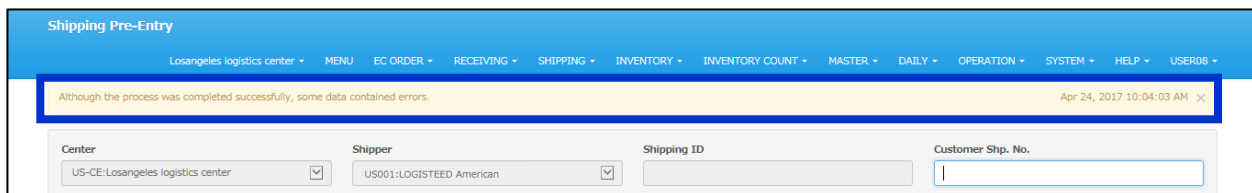
The screenshot shows the 'Account Master Maintenance' application window. At the top, a blue navigation bar contains the text 'Losangeles logistics center' followed by a series of menu items: MENU, EC ORDER, RECEIVING, SHIPPING, INVENTORY, INVENTORY COUNT, MASTER, DAILY, OPERATION, SYSTEM, HELP, and USER08. Below the navigation bar, a blue message bar displays the text 'Registered successfully.' on the left and 'Apr 24, 2017 9:57:56 AM' with a close icon on the right. The main content area contains three input fields: 'Shipper' with the value 'US001:LOGISTEED American' and a dropdown arrow, 'Account Code' with the value 'USC005', and 'Delete' with the value '0: Not Deleted' and a dropdown arrow.

(2) Error: Process did not complete successfully. Description of error is displayed in red.



The screenshot shows the 'Shipping Instruction' application window. At the top, a blue navigation bar contains the text 'Losangeles logistics center' followed by a series of menu items: MENU, EC ORDER, RECEIVING, SHIPPING, INVENTORY, INVENTORY COUNT, MASTER, DAILY, OPERATION, SYSTEM, HELP, and USER08. Below the navigation bar, a red message bar displays the text 'Cannot Instruct Picking for a Shipping Instructions not in Open status.' on the left and 'Apr 24, 2017 10:00:18 AM' with a close icon on the right. The main content area contains a 'Search Condition' section with four input fields: 'Work/Ship Date' with the value '0: Work Date' and a dropdown arrow, 'Date (From)' with the value '7/1/2015' and a calendar icon, 'Date (To)' with the value '7/1/2015' and a calendar icon, and 'Center' with the value 'US-CE: Losangeles logistics center' and a dropdown arrow.

(3) Warning: Process completed but with warnings. Description of warning is displayed in yellow.



The screenshot shows the 'Shipping Pre-Entry' application window. At the top, a blue navigation bar contains the text 'Losangeles logistics center' followed by a series of menu items: MENU, EC ORDER, RECEIVING, SHIPPING, INVENTORY, INVENTORY COUNT, MASTER, DAILY, OPERATION, SYSTEM, HELP, and USER08. Below the navigation bar, a yellow message bar displays the text 'Although the process was completed successfully, some data contained errors.' on the left and 'Apr 24, 2017 10:04:03 AM' with a close icon on the right. The main content area contains four input fields: 'Center' with the value 'US-CE: Losangeles logistics center' and a dropdown arrow, 'Shipper' with the value 'US001:LOGISTEED American' and a dropdown arrow, 'Shipping ID' with an empty text box, and 'Customer Shp. No.' with an empty text box.

(4) When there are multiple messages, the number of messages will be displayed on the right side.

Click the number to display all messages.

Shipping Instruction Tokyo Center MENU EC ORDER RECEIVING SHIPPING INVENTORY INVENTORY COUNT MASTER DAILY OPERATION SYSTEM HELP slsa

The search did not return any results. Jan 20, 2021 5:25:27 PM 2

Search Condition

Work/Ship Date Date (From) Date (To) Center

0:Work Date 01/19/2021 01/19/2022 C001:Tokyo Center

Shipping Instruction Tokyo Center MENU EC ORDER RECEIVING SHIPPING INVENTORY INVENTORY COUNT MASTER DAILY OPERATION SYSTEM HELP slsa

The search did not return any results. Jan 20, 2021 5:25:27 PM 2

Updated successfully. Jan 20, 2021 5:25:27 PM

Search Condition

Work/Ship Date Date (From) Date (To) Center



0:Work Date 01/19/2021 01/19/2022 C001:Tokyo Center

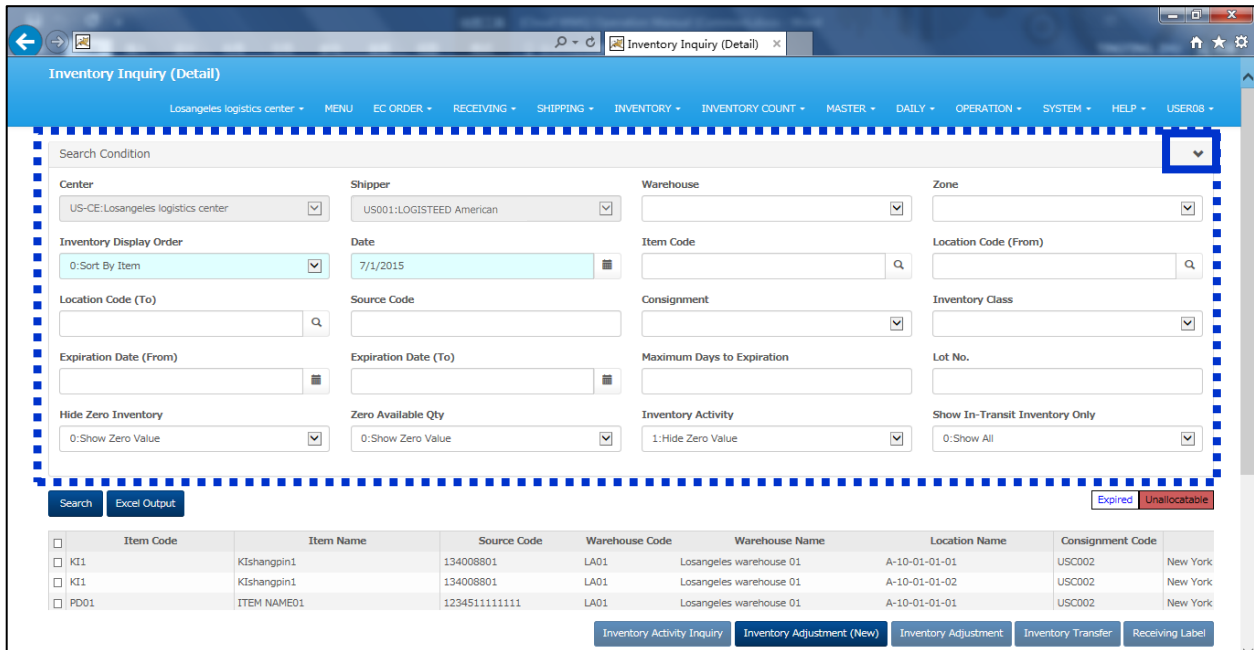


Note

- * To clear the message, click on the [×] located to the right of the message.
 - * The message will persist until the next message is displayed if not cleared.
 - * The message will clear upon navigating to another screen.
 - * Any process that automatically redirects to another screen, will display the result in a pop-up dialog box. Clicking [OK] will transfer you to the next screen.
- Ex: <Shipping Inquiry (Item)>→[Modify Instruction]→<Shipping Plan Entry>, then click [Submit] to automatically transfer to <Shipping Inquiry (Item)>

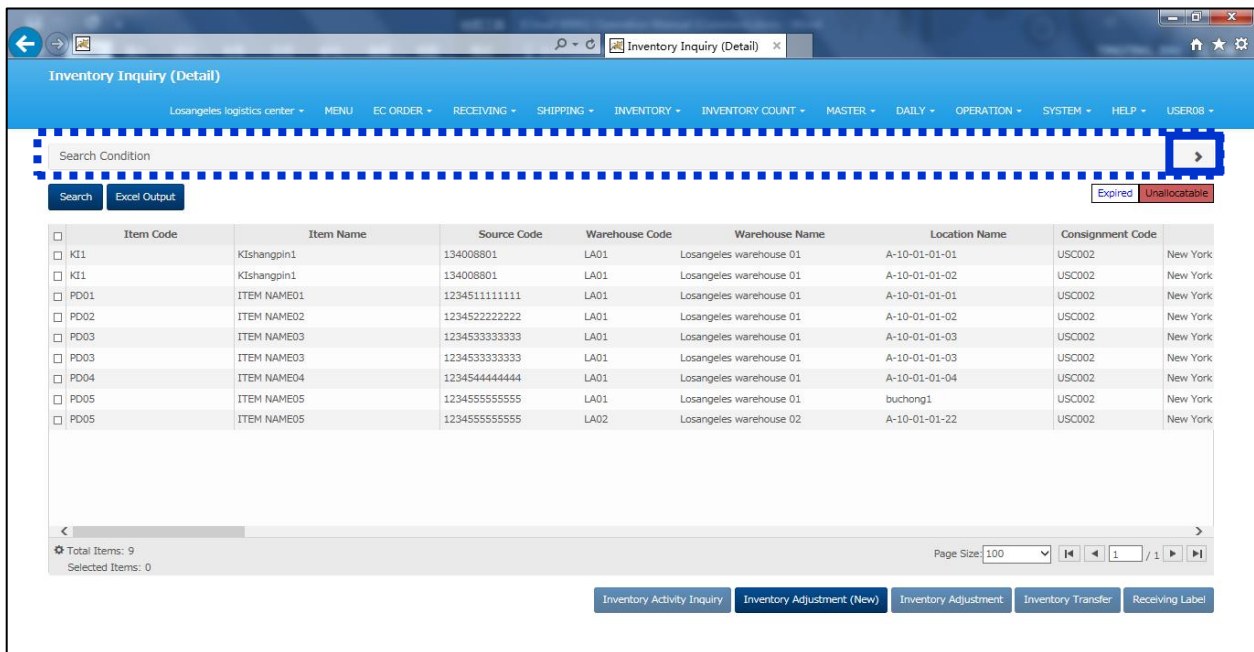
2.5. Expandable/Collapsible Panels

Clicking on   buttons will expand or collapse the panel group. Use this to maximize the grid on the screen.



The screenshot shows the 'Inventory Inquiry (Detail)' window. The 'Search Condition' panel is expanded, showing various search criteria. The 'Search' button is highlighted. The table below shows the search results.

Item Code	Item Name	Source Code	Warehouse Code	Warehouse Name	Location Name	Consignment Code	
KI1	KIshangpin1	134008801	LA01	Losangeles warehouse 01	A-10-01-01-01	USC002	New York
KI1	KIshangpin1	134008801	LA01	Losangeles warehouse 01	A-10-01-01-02	USC002	New York
PD01	ITEM NAME01	1234511111111	LA01	Losangeles warehouse 01	A-10-01-01-01	USC002	New York




The screenshot shows the 'Inventory Inquiry (Detail)' window. The 'Search Condition' panel is collapsed, and the table below shows the search results. The 'Search' button is highlighted.

Item Code	Item Name	Source Code	Warehouse Code	Warehouse Name	Location Name	Consignment Code	
KI1	KIshangpin1	134008801	LA01	Losangeles warehouse 01	A-10-01-01-01	USC002	New York
KI1	KIshangpin1	134008801	LA01	Losangeles warehouse 01	A-10-01-01-02	USC002	New York
PD01	ITEM NAME01	1234511111111	LA01	Losangeles warehouse 01	A-10-01-01-01	USC002	New York
PD02	ITEM NAME02	1234522222222	LA01	Losangeles warehouse 01	A-10-01-01-02	USC002	New York
PD03	ITEM NAME03	1234533333333	LA01	Losangeles warehouse 01	A-10-01-01-03	USC002	New York
PD03	ITEM NAME03	1234533333333	LA01	Losangeles warehouse 01	A-10-01-01-03	USC002	New York
PD04	ITEM NAME04	1234544444444	LA01	Losangeles warehouse 01	A-10-01-01-04	USC002	New York
PD05	ITEM NAME05	1234555555555	LA01	Losangeles warehouse 01	buchong1	USC002	New York
PD05	ITEM NAME05	1234555555555	LA02	Losangeles warehouse 02	A-10-01-01-22	USC002	New York


Total Items: 9
Selected Items: 0

2.6. Search Assist Button

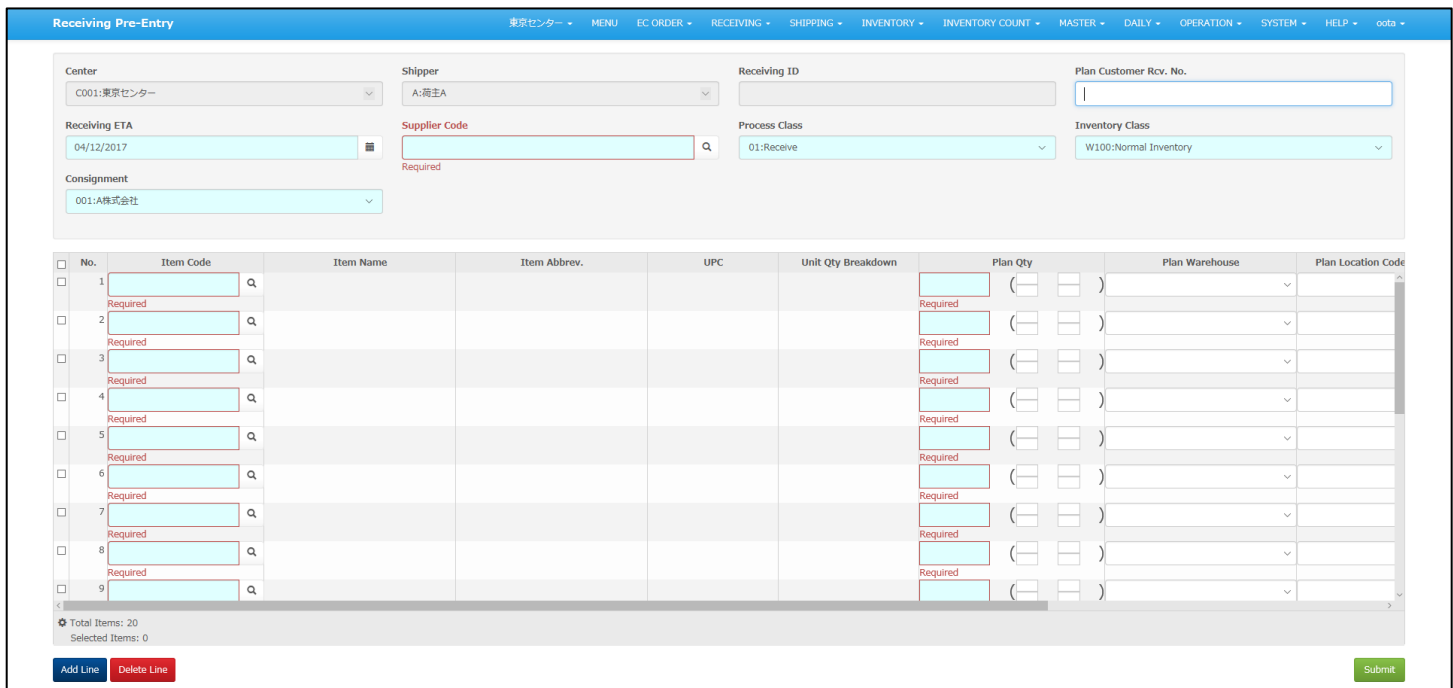
[] is a lookup function for various master data.

The following 6 types of master data are available for lookup. A lookup modal for the appropriate master data will display with search conditions to narrow down the results.

- Item Master
- Supplier Master
- Ship To Master
- Location Master
- Postal Code Master
- Carrier Service Level Master

The following explains the usage of []

(1) Navigate to a screen. (Ex:<Receiving Pre-Entry>)



No.	Item Code	Item Name	Item Abbrev.	UPC	Unit Qty Breakdown	Plan Qty	Plan Warehouse	Plan Location Code
1	<input type="text"/>					<input type="text"/> (<input type="text"/>)	<input type="text"/>	
2	<input type="text"/>					<input type="text"/> (<input type="text"/>)	<input type="text"/>	
3	<input type="text"/>					<input type="text"/> (<input type="text"/>)	<input type="text"/>	
4	<input type="text"/>					<input type="text"/> (<input type="text"/>)	<input type="text"/>	
5	<input type="text"/>					<input type="text"/> (<input type="text"/>)	<input type="text"/>	
6	<input type="text"/>					<input type="text"/> (<input type="text"/>)	<input type="text"/>	
7	<input type="text"/>					<input type="text"/> (<input type="text"/>)	<input type="text"/>	
8	<input type="text"/>					<input type="text"/> (<input type="text"/>)	<input type="text"/>	
9	<input type="text"/>					<input type="text"/> (<input type="text"/>)	<input type="text"/>	

(2) Click on the [🔍] next to the Supplier Code field.

Receiving Pre-Entry

東京センター MENU EC ORDER RECEIVING SHIPPING INVENTORY INVENTORY COUNT MASTER DAILY OPERATION SYSTEM HELP oota

Center: C001:東京センター Shipper: A:商主A Receiving ID: Plan Customer Rcv. No.:
Receiving ETA: 04/12/2017 Supplier Code: Required Process Class: 01:Receive Inventory Class: W100:Normal Inventory
Consignment: 001:A株式会社

No.	Item Code	Item Name	Item Abbrev.	UPC	Unit Qty Breakdown	Plan Qty	Plan Warehouse	Plan Location Code
1	Required					()		
2	Required					()		
3	Required					()		
4	Required					()		
5	Required					()		
6	Required					()		
7	Required					()		
8	Required					()		
9	Required					()		

Total Items: 20
Selected Items: 0

Add Line Delete Line Submit

(3) <Supplier Code Search> modal will display.

Enter a search condition and click [Search] to display the results.

Search Condition

Shipper: US001:LOGISTEED American Supplier Code: Supplier Name:

Search

Supplier Code	Supplier Name	Supplier Abbrev.	Address 1	Postal Code	Telephone Number
---------------	---------------	------------------	-----------	-------------	------------------

Total Items: 0 Page Size: 100 1 / 1

Select Close

(4) Click to highlight the record to use then click [Select] or simply double-click the record.

Search Condition

Shipper: A:荷主A Supplier Code: Supplier Name:

Search

Supplier Code	Supplier Name	Supplier Address	Address 1	Postal Code	Telephone Number	Shipment Code
001	A株式会社	A株式会社	東京都	1030027		A 荷主A
102	仕入先B社	仕入先B社	茨城県	3100831	029-444-4444	A 荷主A
103	仕入先C社	仕入先C社	大阪府	5300001	06-5858-5858	A 荷主A
104	仕入先D社	仕入先D社	兵庫県	6510095	078-658-6565	A 荷主A
105	仕入先E社	仕入先E社	愛知県	4600026	052-676-6767	A 荷主A

Total Items: 6 Page Size: 50 1 / 1

Select Close

(5) Upon returning to the original screen, the selected record will appear in the field.

Receiving Pre-Entry

Center: C001:東京センター Shipper: A:荷主A Receiving ID: Plan Customer Rcv. No.:

Receiving ETA: 04/12/2017 Supplier Code: 001 Process Class: 01:Receive Inventory Class: W100:Normal Inventory

Consignment: 001:A株式会社

No.	Item Code	Item Name	Item Abbrev.	UPC	Unit Qty Breakdown	Plan Qty	Plan Warehouse	Plan Location Code
1	Required					()		
2	Required					()		
3	Required					()		
4	Required					()		
5	Required					()		
6	Required					()		
7	Required					()		
8	Required					()		
9	Required					()		

Total Items: 20 Selected Items: 0

Add Line Delete Line Submit



Note

- * The [🔍] located in the grid is used the same way as above to obtain code/names.
- * Value in the lookup field is used as a search condition to filter the results accordingly.

2.7. Search Result Grid Paging


At the bottom of the search result grid contains information about the search results.


The standard search result grid has the option to specify page size and jump to a particular page.

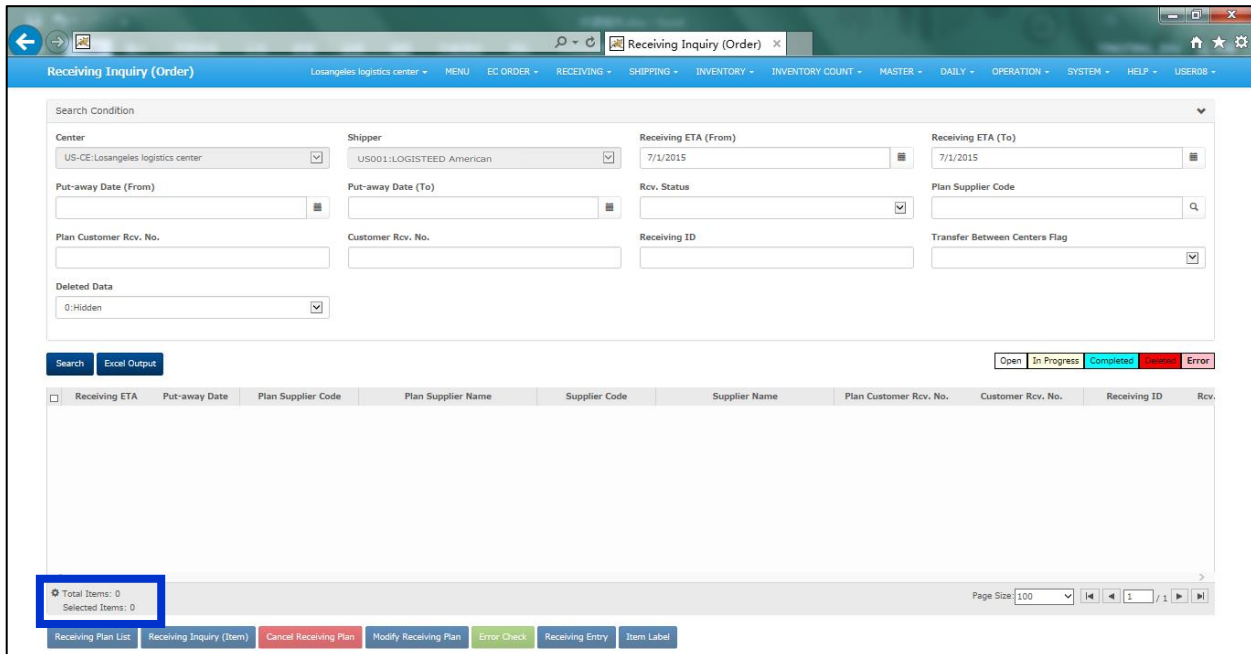
The following explains the features in detail.

(1) Total number of records	The total number of records in all pages of search
(2) Page size	<p>Select a page size from the drop-down list to show the number of records per page.</p> <p>Search results are cleared out when page size is changed and must be resubmitted.</p>
(3) Page navigation	◀ : Jump to first page.
	▶ : Jump to last page.
	Jump to the page number entered.
	▶ : Move to the next page.
	◀ : Move to the previous page.

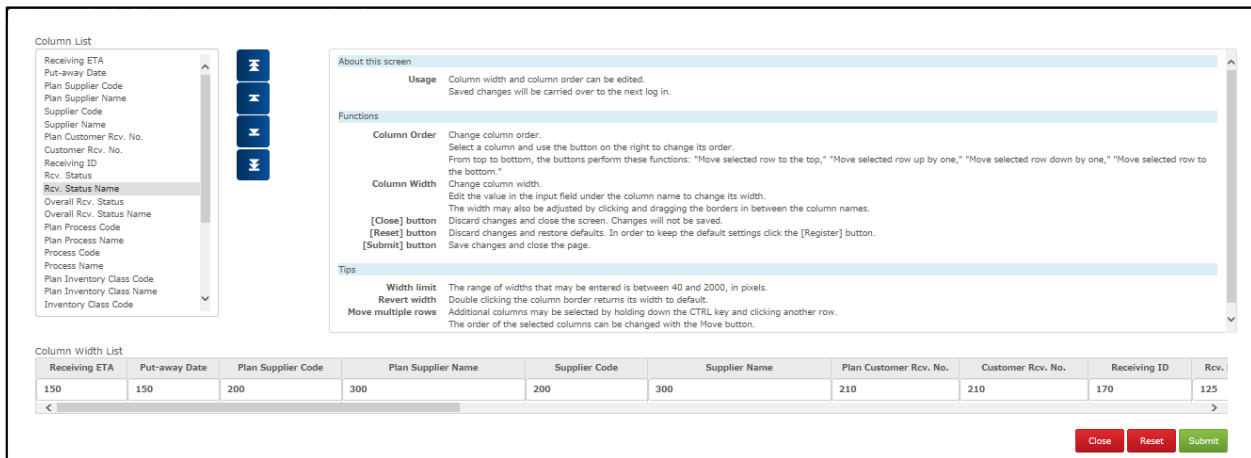
2.8. Search Result Grid Columns

Clicking [] will open a modal to edit the grid column display.

(1) Click [] in the left lower corner of the grid.



(2) A pop-up modal to change column order and width of columns will display.



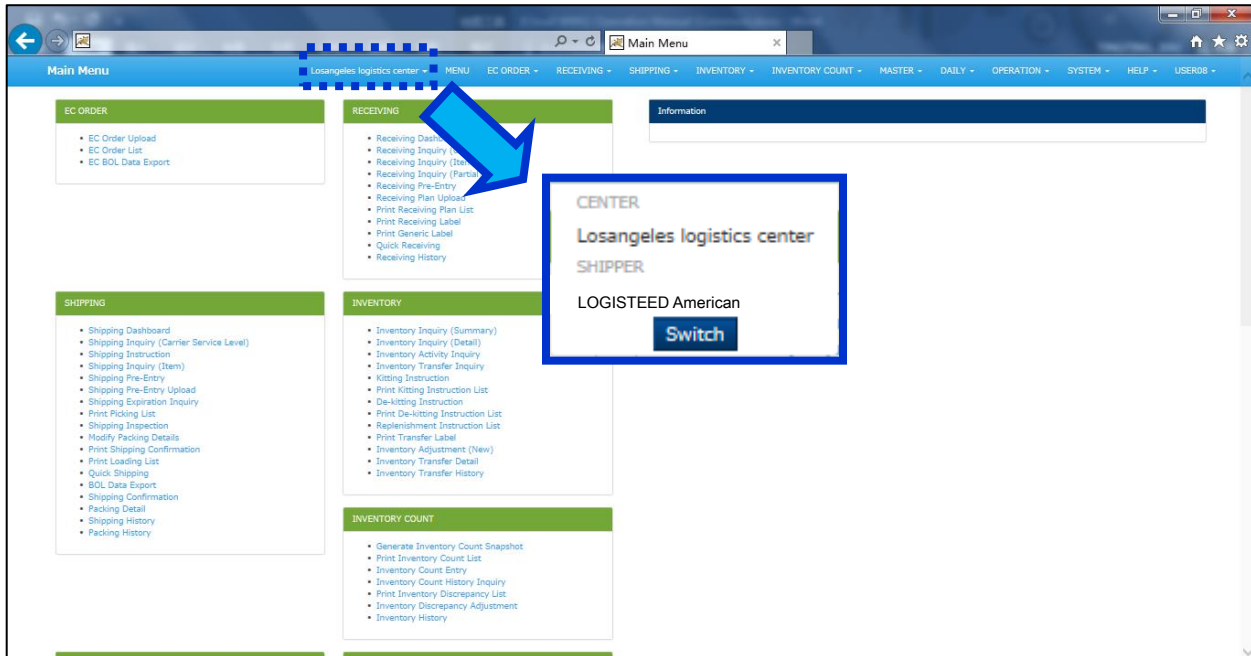
(3) To save your changes, click [Submit] to return to the original screen. The changes will take effect immediately. These changes are effective per grid and saved only for the current user.

2.9. Switching Centers/Shippers

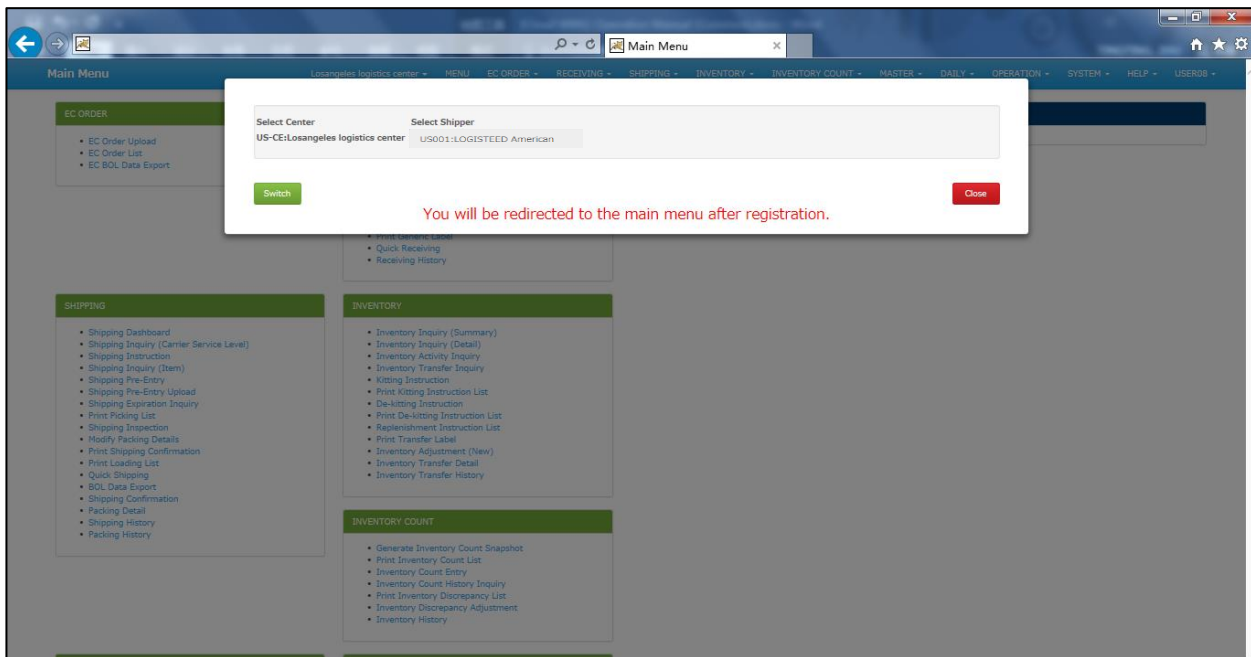
Once inside into the system, you can switch center/shipper to one different from your login.

The following steps shows how to switch to another center/shipper.

(1) Click on the currently displayed center name, then [Switch].



(2) Select center and shipper in the modal then click [Switch]. All subsequent processes will take effect on the switched center/shipper.



2.10. Double-click Features

Line items inside a grid can be double-clicked to perform specific features.

Double-clicking a line item will transfer you to another screen.

The destination/action depends on what process is being performed and is described in further detail under the appropriate process section within **Operation Manual (PC)**.

2.11. Checkbox in Search Result Grids

Line items inside a grid may contain a checkbox field to the left of every row.

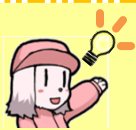
Receiving ETA	Put-away Date	Plan Supplier Code	Plan Supplier Name	Supplier Code	Supplier Name	Plan Customer Rcv. No.	Customer Rcv. No.	Rece.
1/2015	7/1/2015	USC001	Losangeles Logistics Center	USC001	Losangeles Logistics Center	00000000	00000000	00000000
1/2015	7/1/2015	USC001	Losangeles Logistics Center	USC001	Losangeles Logistics Center	00000000	00000000	00000000
1/2015	7/1/2015	USC001	Losangeles Logistics Center	USC001	Losangeles Logistics Center	00000000	00000000	00000000
1/2015	7/1/2015	USC001	Losangeles Logistics Center	USC001	Losangeles Logistics Center	00000000	00000000	00000000
1/2015	7/1/2015	USC001	Losangeles Logistics Center	USC001	Losangeles Logistics Center	00000000	00000000	00000000

Select 1 row

Ex: Modify Receiving Plan, Inventory Adj. – to only process one row

Select multiple rows

Ex: Shipping Instruction, Upload data, etc. – to process multiple rows at once



Note

- * Click the checkbox in the column header (shown in gray) to check all rows at once.
- * Click a second time, while all rows are checked, to uncheck all rows.

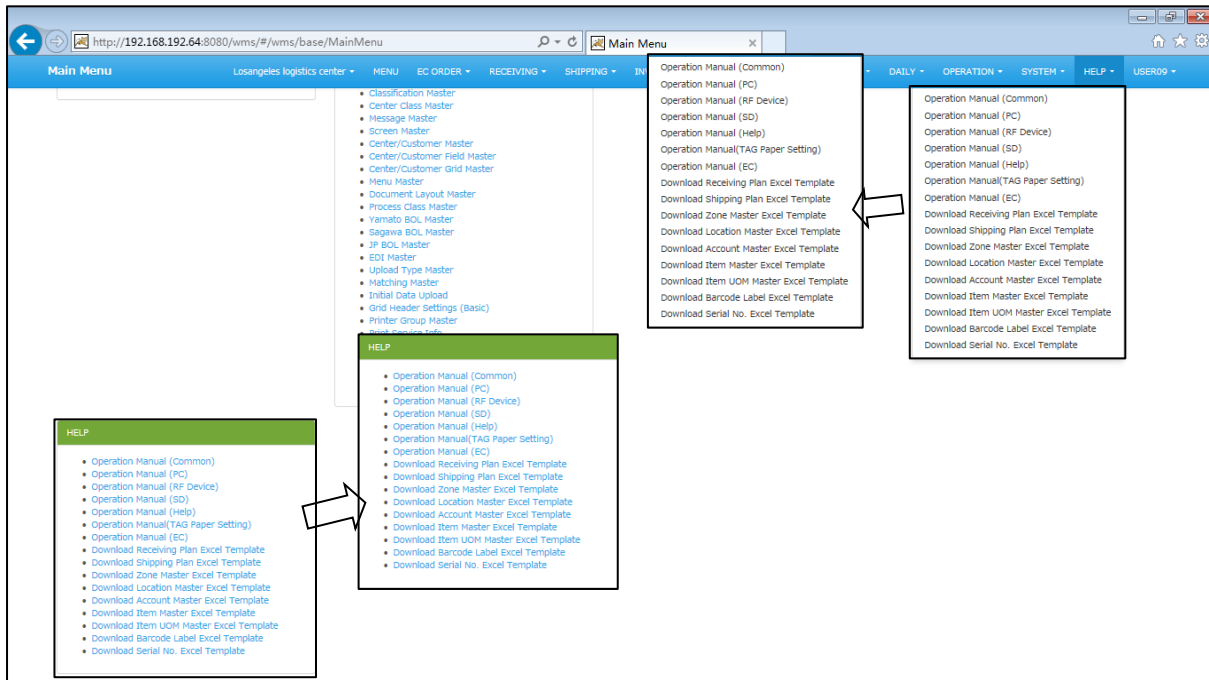
2.12. Excel Format for Data Uploads

All Excel templates can be downloaded from the Help menu section.

The following are the download steps from <Main Menu>.

(1) The following Excel templates are available for download from the help menu section:

- “Download Receiving Plan Excel Template”
- “Download Shipping Plan Excel Template”
- “Download Zone Master Excel Template”
- “Download Location Master Excel Template”
- “Download Account Master Excel Template”
- “Download Item Master Excel Template”
- “Download Item UOM Master Excel Template”
- “Download Barcode Label Excel Template”
- “Download Serial No. Excel Template”



(2) Download the file. Select [Open] immediately open the file or [Save] to save to a location on the local machine.



(3) Edit the contents and save the file. Find the appropriate screen to upload: <Receiving Plan Upload><Shipping Plan Upload><Zone Master><Location Master Upload><Account Master Upload><Item Master Upload><Item UOM Master Upload><Batch Output Barcode Label><Serial No.>.

2.13. Browser Back Button

Click on the browser back button [←] to return to the previous page.

Inventory Inquiry (Detail)

Search Condition

Center: US-CE:Losangeles logistics center

Shipper: US001:LOGISTEED American

Warehouse:

Zone:

Inventory Display Order: 0: Sort By Item

Date: 7/1/2015

Item Code:

Location Code (From):

Location Code (To):

Source Code:

Consignment:

Inventory Class:

Expiration Date (From):

Expiration Date (To):

Maximum Days to Expiration:

Lot No.:

Hide Zero Inventory: 0: Show Zero Value

Zero Available Qty: 0: Show Zero Value

Inventory Activity: 1: Hide Zero Value

Show In-Transit Inventory Only: 0: Show All

Search Excel Output

Expired Unallocatable

	Item Code	Item Name	Source Code	Warehouse Code	Warehouse Name	Location Name	Consignment Code	Consignment Name
<input type="checkbox"/>	KI1	KIshangpin1	134008801	LA01	Losangeles warehouse 01	A-10-01-01-01	USC002	New York Logistics Center
<input type="checkbox"/>	KI1	KIshangpin1	134008801	LA01	Losangeles warehouse 01	A-10-01-01-02	USC002	New York Logistics Center
<input type="checkbox"/>	PD01	ITEM NAME01	12345111111111	LA01	Losangeles warehouse 01	A-10-01-01-01	USC002	New York Logistics Center
<input type="checkbox"/>	PD02	ITEM NAME02	12345222222222	LA01	Losangeles warehouse 01	A-10-01-01-02	USC002	New York Logistics Center
<input type="checkbox"/>	PD03	ITEM NAME03	12345333333333	LA01	Losangeles warehouse 01	A-10-01-01-03	USC002	New York Logistics Center
<input type="checkbox"/>	PD03	ITEM NAME03	12345333333333	LA01	Losangeles warehouse 01	A-10-01-01-03	USC002	New York Logistics Center
<input type="checkbox"/>	PD04	ITEM NAME04	12345444444444	LA01	Losangeles warehouse 01	A-10-01-01-04	USC002	New York Logistics Center

Inventory Activity Inquiry Inventory Adjustment (New) Inventory Adjustment Inventory Transfer Receiving Label

3. [Excel Output] Export

Clicking [Excel Output] will export search results in Excel format.

The following are the steps to export and save an Excel file.

(1) Enter search conditions to filter, then click [Search]. (Ex: <Inventory Inquiry>)

Verify search results exist, then click [Excel Output].

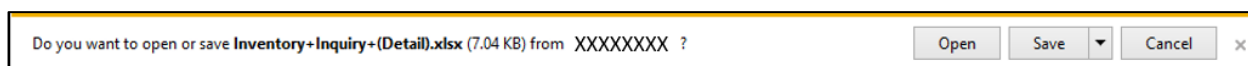
Item Code	Item Name	Source code	Warehouse Code	Warehouse Name	Location Name	Consignment Code	Consignment Name
KI1	Kishangpin1	134008801	LA01	Losangeles warehouse 01	A-10-01-01-01	USC002	New York Logistics Center
KI1	Kishangpin1	134008801	LA01	Losangeles warehouse 01	A-10-01-01-02	USC002	New York Logistics Center
PD01	ITEM NAME01	12345111111111	LA01	Losangeles warehouse 01	A-10-01-01-01	USC002	New York Logistics Center
PD02	ITEM NAME02	12345222222222	LA01	Losangeles warehouse 01	A-10-01-01-02	USC002	New York Logistics Center
PD03	ITEM NAME03	12345333333333	LA01	Losangeles warehouse 01	A-10-01-01-03	USC002	New York Logistics Center
PD03	ITEM NAME03	12345333333333	LA01	Losangeles warehouse 01	A-10-01-01-03	USC002	New York Logistics Center
PD04	ITEM NAME04	12345444444444	LA01	Losangeles warehouse 01	A-10-01-01-04	USC002	New York Logistics Center
PD05	ITEM NAME05	12345555555555	LA01	Losangeles warehouse 01	buchong1	USC002	New York Logistics Center
PD05	ITEM NAME05	12345555555555	LA02	Losangeles warehouse 02	A-10-01-01-22	USC002	New York Logistics Center



Note

* Clicking [Excel Output] will export all search results, regardless of results being visible or not on screen.

(2) Select Open or Save, if prompted, to begin downloading the file.



Note

- * Open: Automatically opens the file upon download.
- * Save▼Save: Saves the file to the default download location.
- * Save▼Save as: A prompt to specify a location and filename will display.
- * Save▼Save and open: Saves the file to the default download location then automatically opens the file.

(3) Sample Excel export data

Item Code	Item Name	Item Abbrev.	Barcode	Warehouse Code	Warehouse Name	Location Name	Consignment Code	Consignment Name	Inventory Class Code	Inventory Class Name	Lot No.	Expiry
6512406-01	Bottle Opener	Bottle Opener	4959169126327 TKH	Tokyo Center Warehouse 1	Tokyo Center Warehouse 1	10-01-01-01-01	00001	LOGISTEED Solutions	W100	Normal Inventory	00000001	
6512406-01	Bottle Opener	Bottle Opener	4959169126327 TKH	Tokyo Center Warehouse 1	Tokyo Center Warehouse 1	10-01-01-01-01	00001	LOGISTEED Solutions	W100	Normal Inventory	L001	
6512406-02	Wine Cooler	Wine Cooler	4959169126372 TKH	Tokyo Center Warehouse 1	Tokyo Center Warehouse 1	10-01-01-01-02	00001	LOGISTEED Solutions	W100	Normal Inventory	L002	
PD01	Product Name 01	Product 01	1111111111111 TKH	Tokyo Center Warehouse 1	Tokyo Center Warehouse 1	10-01-01-01-01	00001	LOGISTEED Solutions	W100	Normal Inventory		
PD01	Product Name 01	Product 01	1111111111111 TKH	Tokyo Center Warehouse 1	Tokyo Center Warehouse 1	10-01-01-01-10	00001	LOGISTEED Solutions	W100	Normal Inventory		
PD02	Product Name 02	Product 02	1234567890123 TKH	Tokyo Center Warehouse 1	Tokyo Center Warehouse 1	10-01-01-01-01	00001	LOGISTEED Solutions	W100	Normal Inventory		
PD03	Product Name 03	Product 03	3333333333333 TKH	Tokyo Center Warehouse 1	Tokyo Center Warehouse 1	10-01-01-01-12	00001	LOGISTEED Solutions	W101	Defective Inventory	1	
PD04	Product Name 04	Product 04	4444444444444 TKH	Tokyo Center Warehouse 1	Tokyo Center Warehouse 1	11-01-01-01-01	00001	LOGISTEED Solutions	W100	Normal Inventory	1	
PD04	Product Name 04	Product 04	4444444444444 TKH	Tokyo Center Warehouse 1	Tokyo Center Warehouse 1	11-01-01-01-01	00001	LOGISTEED Solutions	W100	Normal Inventory	3	
PD04	Product Name 04	Product 04	4444444444444 TKH	Tokyo Center Warehouse 1	Tokyo Center Warehouse 1	12-01-01-01-08	00001	LOGISTEED Solutions	W100	Normal Inventory	1	
PD04	Product Name 04	Product 04	4444444444444 TKH	Tokyo Center Warehouse 1	Tokyo Center Warehouse 1	12-01-01-01-08	00001	LOGISTEED Solutions	W100	Normal Inventory	2	
PD04	Product Name 04	Product 04	4444444444444 TKH	Tokyo Center Warehouse 1	Tokyo Center Warehouse 1	12-01-01-01-08	00001	LOGISTEED Solutions	W100	Normal Inventory	3	
PD04	Product Name 04	Product 04	4444444444444 TKH	Tokyo Center Warehouse 1	Tokyo Center Warehouse 1	12-01-01-01-08	00001	LOGISTEED Solutions	W100	Normal Inventory	30	



Note

- * Change the cell format/background color/borders to your preference.

4. [File Upload] Function

Clicking [File Upload] imports data from an Excel file(or a CSV file) into the grid to be saved into the system.

The following explains the process to upload the data from a file.

(1) Click [File Upload] to select a file to upload. (Ex: <Zone Master>)

Uploaded data will be shown in the search result grid.

See **Operation Manual (PC)** for remaining process after data is in the search result grid.

The screenshot displays the 'Zone Master' web application. At the top, there is a navigation bar with various menu items. Below this, a search condition section includes dropdown menus for 'Center' (set to 'US-CE:Losangeles logistics center'), 'Warehouse', 'Zone Code', and a 'Delete' dropdown (set to '0:Not Deleted'). Below the search filters are 'Search' and 'Excel Output' buttons. The main area contains a table with the following data:

Warehouse	Zone Code	Zone Name	Picking Priority	Delete
LA01:Losangeles warehouse 01	E1	East Area1	1	0:Not Dele
LA01:Losangeles warehouse 01	E2	East Area2	2	0:Not Dele
LA02:Losangeles warehouse 02	W1	West Area1	1	0:Not Dele
LA02:Losangeles warehouse 02	W2	West Area2	2	0:Not Dele

At the bottom left, it shows 'Total Items: 4' and 'Selected Items: 4'. At the bottom, there are buttons for 'File Upload', 'Add Line', 'Delete Line', and a 'Submit' button on the right.



Note

- * Uploaded data can be modified directly in the search result grid.
- * All uploaded data will be marked with a checkbox by default.
- * Submitting existing data will update the existing record while new data will create the record in the system.
- * It is not necessary to match the order of rows in the search grid to the file.

5. Issuing Documents

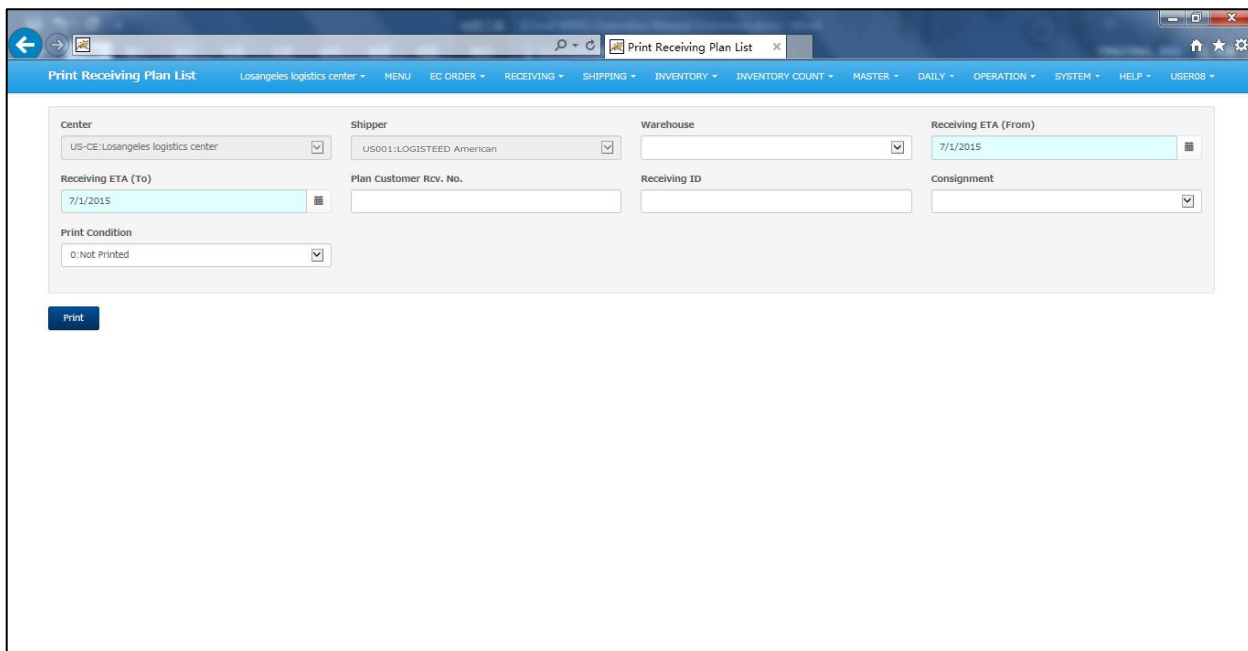
5.1. Preview and Download

You can preview and download documents that are issued from the system.

The following explains the process to issue documents.

(1) Navigate to one of the document issuing screen. (Ex: <Print Receiving Plan List>)

Specify the issuing conditions and click [Print].



(2) Click [Preview] in the <Preview> modal to display the document.



Note

* Click [Close] to cancel without issuing the document.

(3) The document is displayed in another screen. Reprinted documents will be marked with [Copy].

a) Example of a newly issued document

Receiving Plan List										Jun 25, 2018 9:36 AM PAGE: 1 / 1	
Shipper	A : A			Receiving ID	0000000000001						
Center	C001 :			Plan Customer Rcv. No.							
Receiving ETA	Apr 12, 2017	Consignment	001 : A	Process Class	01 : Receive	Inventory Class	W100 : Normal Inventory				
Supplier	001 : A										
No.	Item Code Item Name	Put-away Location	Customer P.O. No.	Source Code	Expiration Date Lot No.	Qty	Breakdown Qty-IN	Check			
1	A	[A01-01]				130pc	5cs, 1bl, 4pc 1cs=4bl, 1bl=6pc	<input type="checkbox"/>			
2	D	[A01-03]				20pc	0cs, 3bl, 2pc 1cs=4bl, 1bl=6pc	<input type="checkbox"/>			
Grand Total (Planned)						150					
Grand Total (Actual)						()					

b) Example of a reprinted document

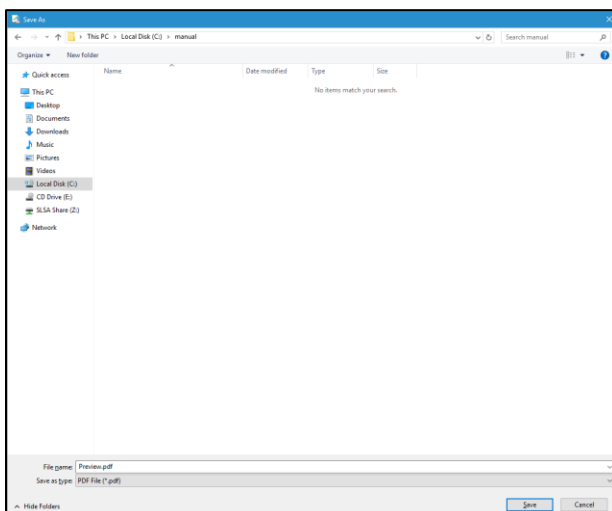
Receiving Plan List										<div>Copy</div> Jun 25, 2018 9:36 AM PAGE: 1 / 1	
Shipper	A : A			Receiving ID	0000000000001						
Center	C001 :			Plan Customer Rcv. No.							
Receiving ETA	Apr 12, 2017	Consignment	001 : A	Process Class	01 : Receive	Inventory Class	W100 : Normal Inventory				
Supplier	001 : A										
No.	Item Code Item Name	Put-away Location	Customer P.O. No.	Source Code	Expiration Date Lot No.	Qty	Breakdown Qty-IN	Check			
1	A	[A01-01]				130pc	5cs, 1bl, 4pc 1cs=4bl, 1bl=6pc	<input type="checkbox"/>			
2	D	[A01-03]				20pc	0cs, 3bl, 2pc 1cs=4bl, 1bl=6pc	<input type="checkbox"/>			
Grand Total (Planned)						150					
Grand Total (Actual)						()					



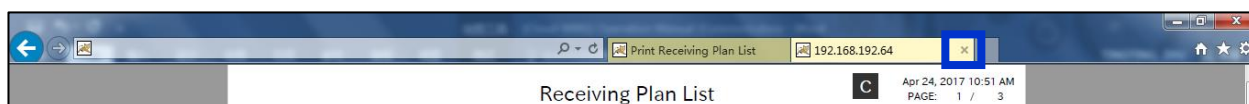
Note

* To reprint a document, change the “Print Condition” to either “Printed” or “All” then click [Print].

- (4) To download, select “Save As” from your browser File menu, then specify a location and file name to save the file.



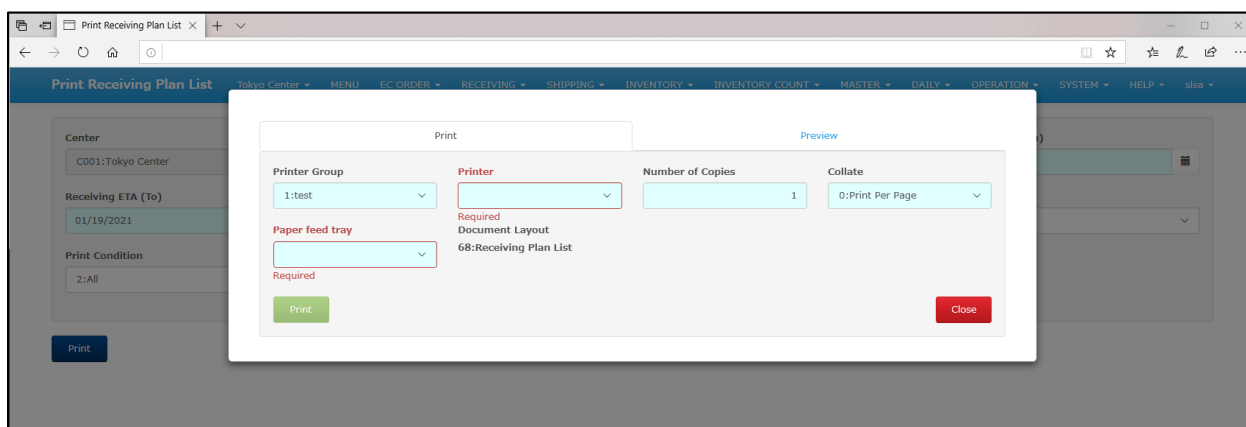
- (5) After you finished previewing or downloading, close the tab that automatically opened by clicking on the [X] button.



Note

- * Even if you click the return button [↵] on the browser with document displayed, please click the close button [X] on the tab.

- (6) To print, select “Print” from your browser menu then select a printer.



Note


- * Documents are created to fit a Letter size paper. Please check your printer settings before printing.

5.2. Contents of Certain Fields in Documents

Documents used in warehouse operation may contain abbreviated names in place of full names.

Output Ex:

Document

Shipper	US001:LOGISTEED American	Receiving ID	 0000000000301
Center	US-CE : LA logistics center	Plan Customer Rcv. No.	
Receiving ETA	Jul 1, 2015	Inventory Class	W100 : Normal Inventory
Consignment	USC003 : Wash Logistics Center	Process Class	01 : Receive
Supplier	USC001 LA Logistics Center		

Screen Information

Account Master

Losangeles logistics center ▾ MENU EC ORDER ▾ RECEIVING ▾ SHIPPING ▾ I

Search Condition

Shipper

US001:LOGISTEED American ▾

Supplier Flag

▾

Account Code

One Time Flag

▾

Search

Excel Output

Account Code	Account Name	Account Abbrev.	Ship-To Flag C
USC001	Losangeles Logistics Center	LA Logistics Center	1
USC002	New York Logistics Center	N Y Logistics Center	1
USC003	Washington Logistics C		1
USC005	Washington Logistics C		1

This column is not displayed

6. Announcement Feature

In <Main Menu> there is an “Information” section to display a message.

The following explains the steps to use Announcement Master.

(1) Navigate to the <Announcement Master> screen:

<Main Menu> → Master menu section → <Announcement Master>

(2) Enter search conditions in the appropriate fields, then click [Search] to display the results in <Announcement Master>.

The screenshot shows the 'Announcement Master' web application. The top navigation bar includes 'Los Angeles logistics center' and various menu items like 'MENU', 'EC ORDER', 'RECEIVING', 'SHIPPING', 'INVENTORY', 'INVENTORY COUNT', 'MASTER', 'DAILY', 'OPERATION', 'SYSTEM', 'HELP', and 'USER08'. The main content area has a 'Search Condition' section with three input fields: 'Announcement Date (From)' (containing '4/24/2017'), 'Announcement Date (To)', and 'Past Announcement Display' (a dropdown menu set to '1:Hidden'). Below these fields are 'Search' and 'Excel Output' buttons. A table with columns 'Announcement Detail', 'Start Date', and 'End Date' is shown, but it is empty. At the bottom, there are 'New', 'Update', and 'Delete' buttons. The status bar at the bottom indicates 'Total Items: 0' and 'Selected Items: 0', along with a 'Page Size: 100' and pagination controls.

(3) Click [New] or select an existing record and click [Update].

Enter the announcement contents and specify a start and end date, then click [Submit].

The screenshot shows the 'Announcement Master' web application. The browser window has a single tab titled 'Announcement Master'. The application header is blue with the title 'Announcement Master' and a navigation menu: 'Los Angeles logistics center', 'MENU', 'EC ORDER', 'RECEIVING', 'SHIPPING', 'INVENTORY', 'INVENTORY COUNT', 'MASTER', 'DAILY', 'OPERATION', 'SYSTEM', 'HELP', and 'USER08'. Below the header, there are 'Search' and 'Excel Output' buttons. A table displays announcement records with columns for 'Announcement Detail', 'Start Date', and 'End Date'. One record is shown: 'please prioritize shipping operation' with start and end dates of '7/1/2017'. Below the table, it shows 'Total Items: 1' and 'Selected Items: 1'. A form section below the table allows editing an announcement, with fields for 'Announcement Detail', 'Start Date', and 'End Date', each containing the same data as the table. A green 'Submit' button is to the right of the form. At the bottom, there are 'New', 'Update', and 'Delete' buttons.

Announcement Detail	Start Date	End Date
please prioritize shipping operation	7/1/2017	7/1/2017

Total Items: 1
Selected Items: 1

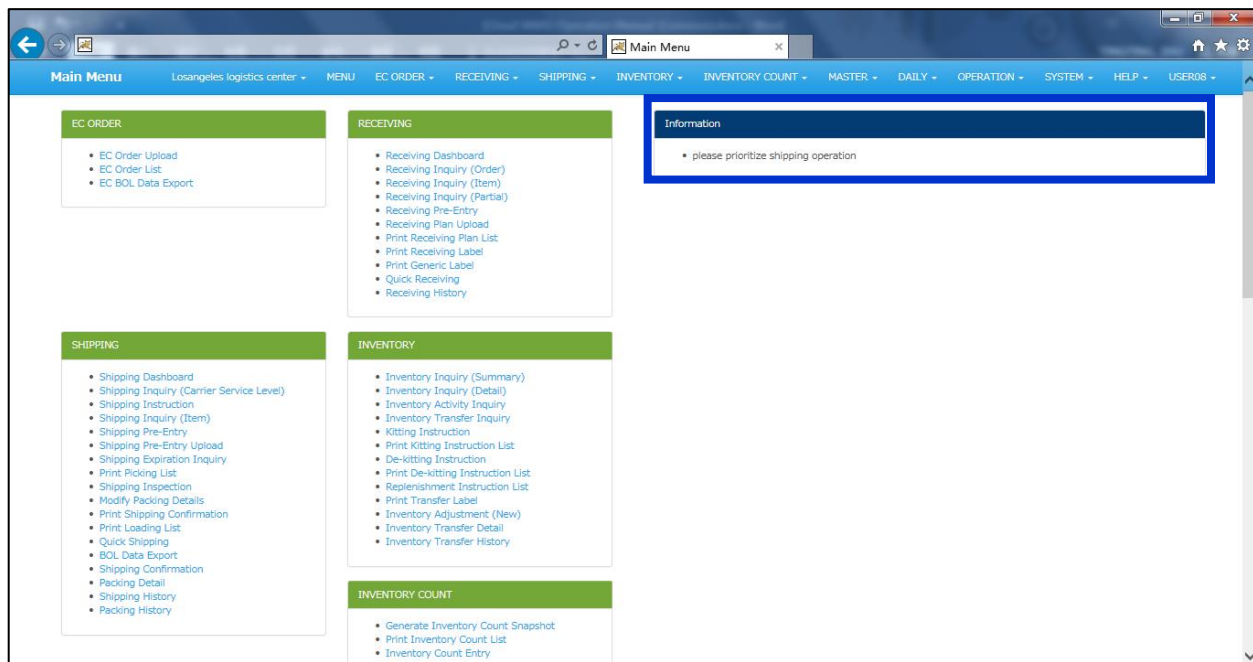
Page Size: 100 / 1

Announcement Detail: please prioritize shipping operation
Start Date: 7/1/2017
End Date: 7/1/2017

Submit

New Update Delete

(4) Return to the <Main Menu> to see announcement.



Note

* Announcements before the start date or after the end date will not be displayed.

7. Master Maintenance (Shipper, Center)

Shipper and Center are configured during initial setup.

To modify, add, or delete any of the information, please contact your system administrator.

The following is for reference only.

7.1. Shipper Master

(1) Navigate to the <Shipper Master> screen:

<Main Menu> → Master menu section → <Shipper Master>

(2) Enter search conditions in the appropriate fields, then click [Search] to display the results in <Shipper Master>.

The screenshot shows the 'Shipper Master' screen in a web browser. The browser's address bar shows 'Shipper Master'. The page has a blue header with navigation tabs: 'Los Angeles logistics center', 'MENU', 'EC ORDER', 'RECEIVING', 'SHIPPING', 'INVENTORY', 'INVENTORY COUNT', 'MASTER', 'DAILY', 'OPERATION', 'SYSTEM', 'HELP', and 'USER08'. Below the header is a search form with fields for 'Shipper Code', 'Shipper Name', and 'Delete' (with a dropdown menu set to '0:Not Deleted'). There are 'Search' and 'Excel Output' buttons. Below the search form is a table with columns: 'Shipper Code', 'Shipper Name', 'Shipper Abbrev.', and 'Delete'. The table contains 8 rows of data. At the bottom of the table, it says 'Total Items: 8' and 'Selected Items: 0'. There are 'Add Line', 'Delete Line', and 'Submit' buttons at the bottom of the screen.

Shipper Code	Shipper Name	Shipper Abbrev.	Delete
<input type="checkbox"/> D1235	株式会社ロージーコービー	ロージーコービー (略)	<input type="checkbox"/> 0:Not Dele
<input type="checkbox"/> HS001	LOGISTEED	LOGISTEED	<input type="checkbox"/> 0:Not Dele
<input type="checkbox"/> MK001	LOGISTEED	LOGISTEED	<input type="checkbox"/> 0:Not Dele
<input type="checkbox"/> S8001	ワンスマート横浜店	ワンス横浜店(略称)	<input type="checkbox"/> 0:Not Dele
<input type="checkbox"/> S8002	ワンスマート舞浜店	ワンス舞浜店(略称)	<input type="checkbox"/> 0:Not Dele
<input type="checkbox"/> S8003	ワンスマート吉祥寺店	ワンス吉祥寺店(略)	<input type="checkbox"/> 0:Not Dele
<input type="checkbox"/> S8004	ワンスマート豊洲店	ワンス豊洲店(略称)	<input type="checkbox"/> 0:Not Dele

7.2. Center Master

(1) Navigate to the <Center Master> screen:

<Main Menu> → Master menu section → <Center Master>

(2) Enter search conditions in the appropriate fields, then click [Search] to display the results in <Center Master>.

The screenshot displays the 'Center Master' application window. At the top is a blue navigation bar with the title 'Center Master' and a menu bar containing: 東京センター, MENU, EC ORDER, RECEIVING, SHIPPING, INVENTORY, INVENTORY COUNT, MASTER, DAILY, OPERATION, SYSTEM, HELP, and a user icon. Below the navigation bar is a 'Search Condition' section with three input fields: 'Center Code', 'Center Name', and 'Delete' (a dropdown menu currently showing '0:Not Deleted'). Below these fields are two buttons: 'Search' and 'Excel Export'. The main area contains a table with the following data:

Center Code	Center Name	Center Abbrev.	Culture Code	Time Zone Code	Delete Flag Code	Delete Flag Name
C001	東京センター	東京センター			0	Not Deleted
C002	大阪センター	大阪センター			0	Not Deleted

At the bottom of the screen, there is a status bar showing 'Total Items: 2', a 'Page Size' dropdown set to '50', and pagination controls showing '1 / 1'. There are also 'New' and 'Update' buttons at the bottom right.

- (3) Click [New], select an existing record and click [Update] or double-click an existing record to be transferred to the <Center Master Maintenance> screen.

The screenshot shows a web browser window with the URL `localhost:8080/wms/wms/master/CenterMasterEdit?mode=1¢erId=1`. The page title is "Center Master Maintenance". The interface includes a navigation menu with items like "MENU", "EC ORDER", "RECEIVING", "SHIPPING", "INVENTORY", "INVENTORY COUNT", "MASTER", "DAILY", "OPERATION", "SYSTEM", and "HELP". The main form contains several input fields: "Center Code" (C001), "Center Name" (東京センター), "Center Abbrev." (東京センター), "Culture" (a dropdown menu), "Time Zone" (a dropdown menu), and "Delete" (0:Not Deleted). Below the form is a table with 9 columns: "Shipper Code", "Shipper Name", "Put-away No. Control Flag Code", "Put-away No. Control Flag Name", "Put-away No. Merge Class Code", "Put-away No. Merge Class Name", "Put-away Date Flag Code", "Put-away Date Flag Name", and "Transaction Retention Period". The table contains two rows of data. At the bottom of the page, there is a status bar showing "Total Items: 2", a "Page Size" dropdown set to 50, and a pagination control showing "1 / 1". There are also buttons for "New", "Update", and "Submit".

Shipper Code	Shipper Name	Put-away No. Control Flag Code	Put-away No. Control Flag Name	Put-away No. Merge Class Code	Put-away No. Merge Class Name	Put-away Date Flag Code	Put-away Date Flag Name	Transaction Retention Period
A	荷主A	1	Control	02	Auto-Merge	1	Control	90
B	荷主B	0	Uncontrolled	00	Do Not Merge	0	Uncontrolled	90

- (4) Click [New], select an existing record and click [Update] or double-click an existing record to be transferred to the <Parameter Master Maintenance> screen.

The screenshot shows a web browser window with the URL `localhost:8080/wms/wms/master/ParameterMasterEdit?mode=1&clientCenterId=1&mcCenterId=1¢erCd=C001&clientCd=A`. The page title is "Parameter Master Maintenance". The interface includes a top navigation bar with links like "MENU", "EC ORDER", "RECEIVING", "SHIPPING", "INVENTORY", "INVENTORY COUNT", "MASTER", "DAILY", "OPERATION", "SYSTEM", "HELP", and "code". The main content area is divided into several sections:

- Center**: A dropdown menu showing "C001:東京センター".
- Shipper**: A dropdown menu showing "A:海主A".
- Delete**: A dropdown menu showing "Track Deleted".
- Inventory Management**:
 - Put-away No. Control Flag**: A dropdown menu showing "1:Control".
 - Put-away No. Merge Class**: A dropdown menu showing "02:Auto-Merge".
 - Put-away Date Flag**: A dropdown menu showing "1:Control".
- Day End Closing Process**:
 - Transaction Retention Period**: A text input field with the value "90".
 - History Retention Period**: A text input field with the value "180".
 - Deletion Retention Period**: A text input field with the value "15".
- HT/SD**:
 - HT/SD Over Receiving Flag**: A dropdown menu showing "0:Disable".
 - HT/SD Allow Past Dates Flag**: A dropdown menu showing "0:Disable".
 - HT/SD Case Pick Flag**: A dropdown menu showing "1:Used".
 - HT Character Recognition Flag**: A dropdown menu showing "1:Used".
 - HT Lot Input Type**: A text input field.
 - HT Serial Input Type**: A text input field.
- Picking**:
 - Multi-Picking Calculation Class**: A dropdown menu showing "1:Multi-Picking Calculation Enabled".
 - Bucket Rows**: A text input field with the value "1".
 - Bucket Columns**: A text input field with the value "1".
 - Case Pick Flag**: A dropdown menu showing "1:Case Pick Specified".
 - SD Inspection Label Output Flag**: A dropdown menu showing "1:Output".

A green "Submit" button is located at the bottom right of the form.



Note

- * Specifying a Case UOM allows items to be managed at the case level.

8. System Requirements

To use the system at its intended state, we recommend the following system specifications.

Display Size	HD 1080P (1920 × 1080) This system is designed in an environment using HD 1080P display at 100% zoom level and normal font size. Different settings may result in poor user experience, such as: <ul style="list-style-type: none">* Menu being cutoff* Buttons becoming hidden* Overlapping scroll bars and fields
OS	Windows 10 or later
Browser	Microsoft Edge



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