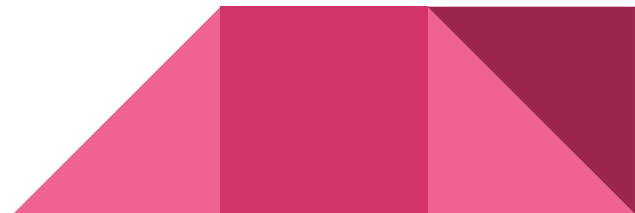


AMAST Sales Manual

Distributor Management System (DMS)

Version History

Version / Date	What's New	Author
1. 2022.03.01	First Release	NurJazli Wada'ah
2. 2022.03.25	Update latest listing menu for data downloads	NurJazli Wada'ah
3. 2022.04.26	<ul style="list-style-type: none">• Add another section of Admin Reports• Introduce live chat function for an assistant	NurJazli Wada'ah



Data Access Control

Components	Functions	Superadmin	HQ admin	HQ user	Admin (supervisor)	Warehouse admin	Warehouse manager	Finance	Salesman
Inventory	Inventory	RW	RW	R		RW	R		RW
	Transfer in	RW	RW	R		RW	R		RW
	Transfer out	RW	RW	R		RW	R		RW
	Surplus	RW	RW	R		RW	R		RW
	Write-off	RW	RW	R		RW	R		RW
Operation	Van Allotment	RW	RW	R		RW	RW		
	Picklists	RW	RW	R		RW	RW		
	Van Request	RW	RW	R		RW	RW		
	Van Return	RW	RW	R		RW	RW		
	Stock Reconciliation	RW	RW	R		RW	R		
	Cash Reconciliation	RW	RW	R		RW	R		
	Warehouse Closing	RW	RW	R		RW	R		
Data Review	Van Photos	RW	RW	R	RW				
	New Outlet Request	RW	RW	R	RW				
Finance	Invoice	RW	RW	R				R	
	Receipt	RW	RW	R				R	
	Credit Note	RW	RW	R				R	
	Void	RW	RW	R				R	
	Refund	RW	RW	R				R	
	Debit Note	RW	RW	R				R	
	Statement of Account	RW	RW	R				R	
Master Data	Users	RW	RW	R	RW				
	Vans	RW	RW	R	RW				
	Device Management	RW	RW	R	RW				
	Principals	RW	RW	R	R				
	Price	RW	R	R	R			R	
	Sites	RW	R	R	R				
	Products/SKUs	RW	RW	R	R				R
Data Config	Van Allotment Plan	RW	RW	R	RW				
	Credit Outlet	RW	RW	R	RW			RW	
	Visit Plan	RW	RW	R	RW				
	Key Account Delivery	RW	RW	R	RW				
	LOV	RW	RW	R	R				
	RMO	RW	RW	R	R				
Data Downloads	Price Checker	RW	RW	R				R	
	Daily Sales	RW	RW	R					
	Weekly Sales	RW	RW	R					
	Daily Closing Inventory	RW	RW	R					
	Daily Finance Report	RW	RW	R				RW	
	SoA Listing	RW	RW	R				RW	

Master Data Maintenance



Master Data



Principal



Sites



Outlets



Vans



Users



Product



Price

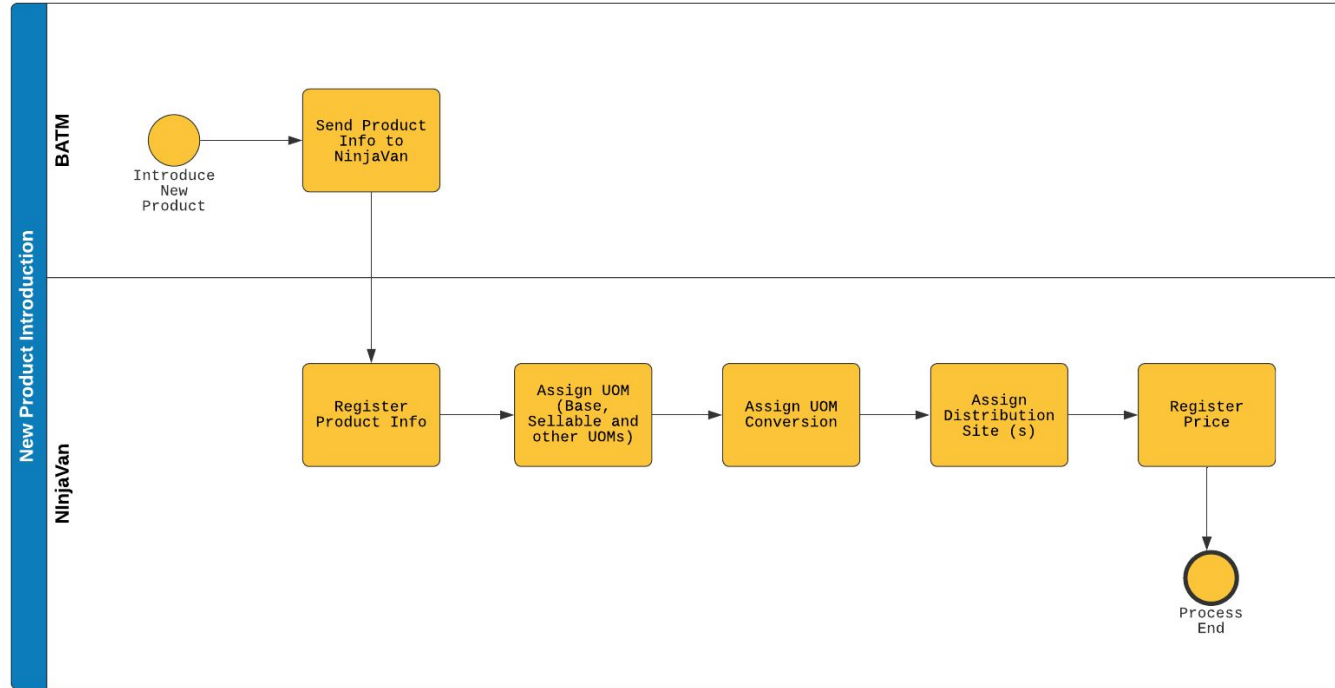


Device Management

Maintain Customer Information


User Management

New Product Introduction - Process Flow



Maintain Product

In the context of BATM products, new product creation is initiated from BATM side. The following are the steps for registering new products in AMAST Sales:










1. Define the high-level product information. *It is important that the Salesforce ID is also assigned at this step.*
 2. Assign the available UOMs for the Product. Every product must have 1 base UOM and maximum of 2 sellable UOMs.
 3. Assign the UOM conversion of all the defined UOMs in step 2)
 4. Assign which distributors are allowed to distribute the SKUs
- 

Register Product

- For the “Assign UOM” and “UOM Conversion”, user should register the UOM accordingly from the smallest UOM -> biggest UOM. *(Please refer next slide, slide 9 for example)
- **Sellable** -> definition of the product is sellable on android, visible for salesman



Register Product UI



Home > Products

Summary

SKU ID	<input type="text"/>	Category	<input type="text" value="Select Option"/>
SKU Name	<input type="text"/>	Sub Category	<input type="text" value="Select Option"/>
Active	<input type="checkbox"/>	Base UOM	<input type="text" value="Select Option"/>
Salesforce ID	<input type="text"/>	SAP Material No	<input type="text"/>
Principal	<input type="text" value="Select Option"/>	Sequence	<input type="text" value="1"/>
Family	<input type="text" value="Select Option"/>		

SKU Distribution

2X

3X

4X

5X

6X

6Y

7W

7X

7Y

HQ

MR

Select All

Deselect All

Register Product UI

The screenshot displays two sections of a product registration interface. The left sidebar contains icons for various system functions. The main content area is divided into two sections, both highlighted with red circles.

Assign UOM

UOM	Sellable	Primary	Secondary
Pack	<input checked="" type="checkbox"/>	<input type="radio"/>	<input checked="" type="radio"/>
Carton	<input checked="" type="checkbox"/>	<input checked="" type="radio"/>	<input type="radio"/>

UOM Conversion


From UOM	To UOM	Multiplication
Pack	Stick	20
Carton	Pack	10




Maintain Price

A new product must be assigned with selling prices before it can be sold. Note that price can be defined in multiple UOMs but minimum of one selling UOM must be defined for every product.











Register Price UI



 3XW001


Home > Price





Create Price


SKU	<input type="text" value="B&H 20"/>	Price	<input type="text"/>
UOM	<input type="text" value="Piece"/>	Effective Date	<input type="text" value="dd/mm/yyyy"/>
Price Group	<input type="text" value="Retailer"/>		

Price UI









Home > Price

Price

Create



















Search

Search By: SKU ID

Price Group: All


Effective At: Any time




1-20 of 926

SKU ID	UOM	PRICE GROUP	PRICE	EFFECTIVE AT	ACTION
DHCLASARS	Pack	Distributor Price	16.100	2022-03-16	 
DHCLASARS	Pack	Key Account (K)	16.312	2022-03-16	 
DHCLASARS	Pack	Key Account (L)	16.312	2022-03-16	 
DHCLASARS	Pack	Retailer	16.312	2022-03-16	 
DH SPECTRA	Pack	Distributor Price	16.100	2021-11-30	 
DH SPECTRA	Pack	Key Account (L)	16.312	2021-11-30	 
DH SPECTRA	Pack	Key Account (K)	16.312	2021-11-30	 
DH SPECTRA	Pack	Retailer	16.312	2021-11-30	 
PSM	Pack	Key Account (L)	14.948	2021-11-03	 

Online

Device Management UI



 3XW001

Home > Device Management


Create Device


Free-form Snip


Device ID	<input type="text"/>	Site ID	<input type="text" value="3X"/>
IME ID	<input type="text"/>	Tel No	<input type="text"/>
Year Purchased	<input type="text" value="2021"/>	Made	<input type="text" value="Samsung Phone"/>
Model	<input type="text" value="Samsung XCover 5"/>	Van ID	<input type="text" value="Select Option"/>
Status	<input type="text" value="Active"/>		


Warehouse Management

Inventory UI







 3XW001





Home > Inventory



Inventory

[Print](#)

Select a site

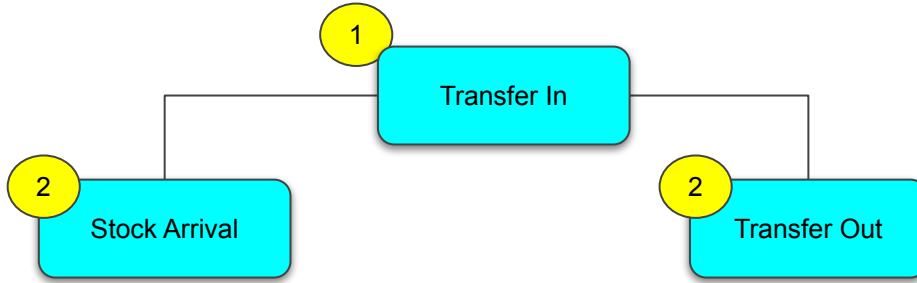
3X

Inventory Status as of 2022-04-27

SKU LIST							
CATEGORY	SUB_CATEGORY	SKU ID	UOM	FRESH	DAMAGED	OLD	RECALLED
Tobacco	Cigarettes	B DHBOOST	PK	1147	0	0	0
Tobacco	Cigarettes	B DHMIX	PK	1213	0	22	0
Tobacco	Cigarettes	B DHSWITC	PK	67	0	72	0
Tobacco	Cigarettes	B DHZEST	PK	1311	0	62	0
Tobacco	Cigarettes	BHF20P6	PK	1022	0	48	0
Tobacco	Cigarettes	DH SPECTRA	PK	2953	0	0	0
Tobacco	Cigarettes	DHCLASARS	PK	990	0	0	0
Tobacco	Cigarettes	EMPDKSID	PK	89575	0	24	0

Online

Stock Transfer & Arrival



The inbound inventory can come from 2 different sources:

- Through Transfer between Site to Site (Transfer Out)
- Direct from the HQ (Stock Arrival)

For a new site, one of the above activities must be performed for the site to have an initial opening inventory.

Transfer In UI

AMAST SALES

3XW001

1

Create Transfer In

Select a site

3X

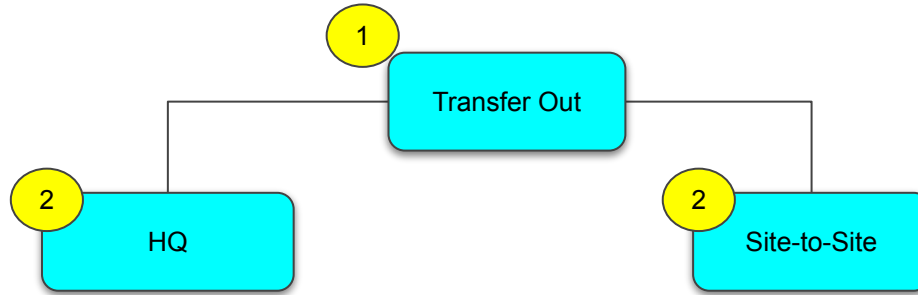
Select reference type

2

Stock Arrival

Transfer


Transfer Out Flow













- The outbound inventory can be transfer to 2 destinations:


- Between Site to Site
- Direct to the HQ

Transfer Out UI



3XW001



 **Create Transfer Out**

1

Select source site

3X

Select destination site

2

2K

4X

5N

5X

6J

8F

8I

9W

HQ


Stock Adjustment


There is no specific stock adjustment function in AMAST Sales. If adjustment is required, the following 2 functions can be used depending on whether a reduction of stock or addition of stock is required:



- Write-off - to reduce a specific stock to a required quantity
- Surplus - to add a specific stock to a required quantity













Write Off UI



 3XW001



 **View Write Off** 



DETAILS

Write Off ID	WO_3X_51
Site ID	3X
Date	2021-12-09
Remark	Test for stock write off
Requested by	3XW001
Status	approved


SKU LIST


SKU ID	UOM	FRESH	DAMAGED	OLD	RECALLED
B DHBOOST	PK	10	0	0	0



STATUS HISTORY









-  **Approved** by 3XMGR
2021-12-09 (Thu) 7:36PM
-  **Requested** by 3XW001
2021-12-09 (Thu) 7:34PM


Surplus UI




 3XW001



 **View Surplus**




DETAILS

Surplus ID	SP_3X_10
Site ID	3X
Date	2021-12-04
Remark	test 0412
Requested by	3XW001
Status	approved


SKU LIST

SKU ID	UOM	FRESH	DAMAGED	OLD	RECALLED
EMPDKSID	PK	20	0	0	0
PMF	PK	10	0	0	0
PML	PK	10	0	0	0
PMM	PK	10	0	0	0
PSPLAIN	PK	10	0	0	0
S DKS20	PK	0	0	10	0

STATUS HISTORY



Approved by 3XMGR
2021-12-04 (Sat) 8:47PM



Requested by 3XW001
2021-12-04 (Sat) 8:44PM

Daily Operation

Daily Operation Scenario



INVENTORY
MANAGEMENT



STOCK ALLOCATION



VAN ORDER TAKING

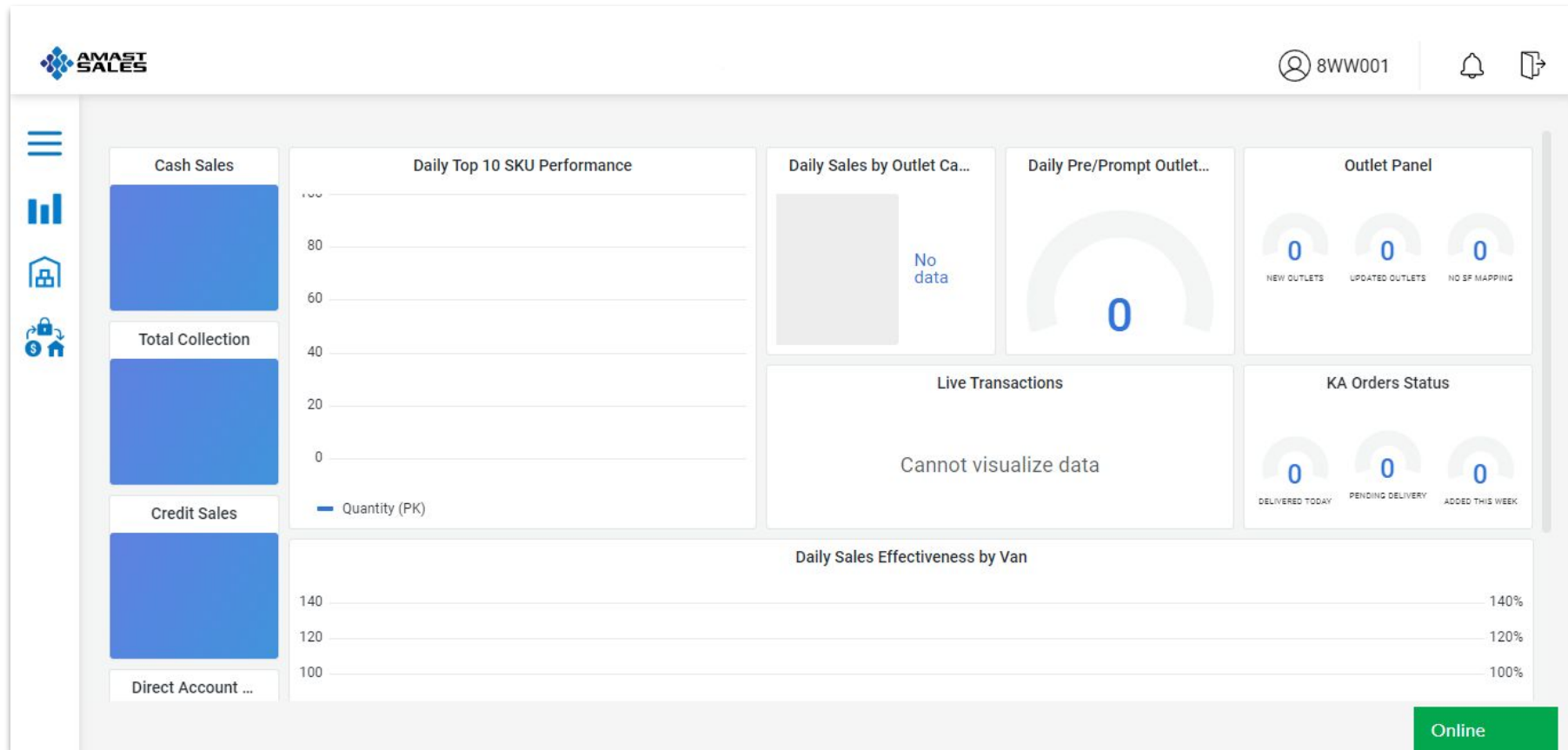


WAREHOUSE
CLOSING

Daily Operation Workflow - Warehouse Admin

Initial Preparation	Start of Business (AM)	End of Business (PM)
<ul style="list-style-type: none">• Setup standard allotment for vans (one-time off preparation)	<ul style="list-style-type: none">• Create Van allotments:<ul style="list-style-type: none">○ Plan allotment○ Salesmen request (optional)○ Delivery Order (optional)○ Additional allotment (optional)• Create Picklist - Warehouse admin• Print Picklist - Warehouse admin <p><u>Note: The allotment may or may not be revised depending on the ATP check result</u></p>	<ul style="list-style-type: none">• Perform Cash Reconciliation• Perform Stock Reconciliation• Perform day-end closing

Dashboard UI



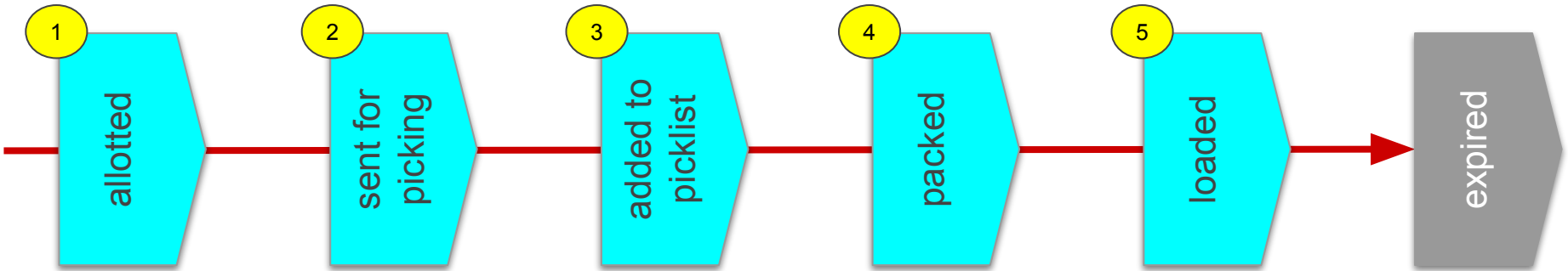
Online

Terminology Definition

Allotment	<p>Allotment represents the issuance of stocks to the salesmen. Allotment can be issued or created from 4 different sources:</p> <ol style="list-style-type: none">1) Allotment plan2) Salesmen request3) Additional issuance4) Delivery orders
Picklist	<p>Picklist is a document which represents a single or a collection of allotment. It is used by the Storekeeper to perform stock picklist from the warehouse inventory.</p> <p>A picklist cannot exist on its own. It takes input from the allotment.</p>

Allotment Status Life-cycle

An allotment may go through the following life-cycle depending on the situation:



- Initial status upon creation
- Allotment type consist of 2 types:
 - Plan
 - Previous Balance (from van)

Allotted is selected for picking


- Allotment is added to a picklist. If no picklist exists a new one will be created else it will add on to the existing one.
- The system will also perform an Available to Promise (ATP) check. If the stock is insufficient, the user is blocked from proceeding until the allotment is revised.




When the picklist is successfully created

When the picklist is successfully loaded to the van. This requires a download action from the SFA.





When allotment is created but not utilized. The status will be changed to expired upon day-end closing

Create Allotment UI



 7WW001

Create Allotment




Select a site

7W


Select allotment type

Plan

Select allotment date

09 / 03 / 2022 

Select vans

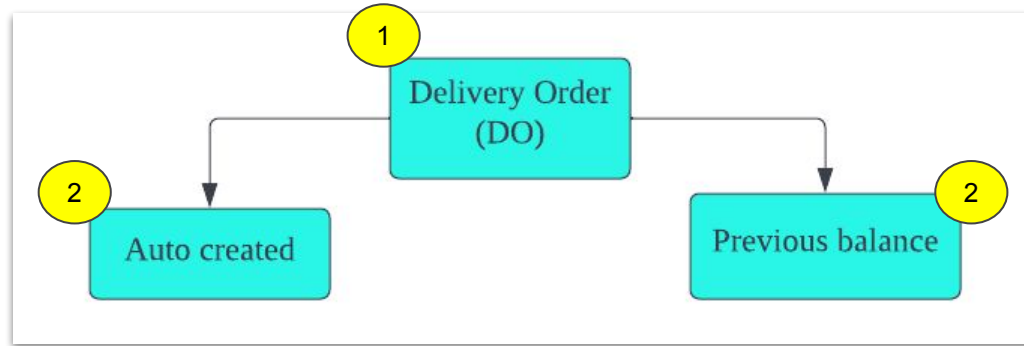
V7WV005 

Enter allotment quantity

ALLOTMENT			
SKU ID	UOM	INVENTORY QTY	ALLOTMENT
B DHBOOST	PK	968	0
B DHMIX	PK	264	0

Create Allotment

Delivery Order (DO)



- ❖ When user uploaded the document of list for the Key Account

- ❖ Create Allotment based on previous balance that the van holds.

Delivery Order (DO)


- For Delivery Order (DO), the user will need to upload the file that consist of list of outlet and procust through the system under Data config > Key Account Delivery (accessible only for HQ admin)



*Note that, all the allotment will auto created under Van Allotment once the list successfully uploaded on system, so the user should upload the list after respective warehouse closing following the DO date.

- **Create DO allotment using previous balance:** admin might need to double check the automated create for current date DO allotment and add up with the previous balance DO from previous day.




Key Account Delivery UI





Home > Key Account Order Listing

Delivery Order

 [Download](#) [Order vs Delivery Download](#) [Upload](#)

Site ID: All

Search By: PO ID

PO Date: Any time

Delivery Date: Any time

Status: All

☐

1-20 of 793

	SITE ID	PO DATE	DELIVERY DATE	VAN ID	ACCOUNT NAME	OUTLET ID	PO ID	STATUS
<input type="checkbox"/>	5X	2022-07-03		V5XV001	7-Eleven	783350	5034788074	new
<input type="checkbox"/>	5X	2022-07-03	2022-03-21	V5XV002	7-Eleven	368702	5034787672	delivered
<input type="checkbox"/>	5X	2022-07-03		V5XV002	7-Eleven	819513	5034788297	new
<input type="checkbox"/>	5X	2022-07-03	2022-04-07	V5XV002	7-Eleven	727210	5034788014	delivered
<input type="checkbox"/>	5X	2022-07-03	2022-03-17	V5XV003	7-Eleven	784028	5034787850	delivered
<input type="checkbox"/>	5X	2022-07-03		V5XV002	7-Eleven	802301	5034788104	new
<input type="checkbox"/>	5X	2022-07-03		V5XV002	7-Eleven	662024	5034787490	Online

> Example of Key Account Delivery Order Upload format


po_no	site_id	outlet_id	po_date	sku_id	quantity
P20220421001	8W	816911	2022-04-20	B DHBOOST	1
P20220421001	8W	816911	2022-04-20	BLEND11	1
P20220421002	8W	816911	2022-04-20	BISON15	1



PYYYYMMDD

YYYY-MM-DD

- Admin must follow the format for them to successful upload the *.csv file for the Key Account Delivery Order list.

Key Account Returns UI





Home > Key Account Returns

Key Account Returns

[Download](#) [Upload](#)

Site ID: All

Search By: PO ID

Date: Any time

Status: All

☐

1–19 of 19

	SITE ID	RO DATE	VAN ID	ACCOUNT NAME	OUTLET ID	PO ID	STATUS
<input type="checkbox"/>	3X	2022-04-10	V3XV001	7-Eleven (West)	671690	R20220411-02	new
<input type="checkbox"/>	3X	2022-04-10	V3XV001	7-Eleven (West)	659002	R20220411-01	new
<input type="checkbox"/>	5X	2022-04-07	V5XV002	7-Eleven (West)	337340	R20220401-01	new
<input type="checkbox"/>	5X	2022-04-07	V5XV002	7-Eleven (West)	368702	R20220401-02	collected
<input type="checkbox"/>	5X	2022-04-07	V5XV001	7-Eleven (West)	783350	R20220401-03	new
<input type="checkbox"/>	5X	2022-04-07	V5XV001	7-Eleven (West)	777488	R20220401-04	new
<input type="checkbox"/>	3X	2022-03-28	V3XV002	7-Eleven (West)	671692	20220331-R	Online

> Example of Key Account Return Order Upload format

grn_no	grn_date	site_id	outlet_id	sku_id	condition	quantity
RN20220421	2022-04-21	8I	55086	KYORED	Old	1
RN20220421	2022-04-21	8I	600847	KYORED	Damaged	2


Diagram illustrating the format of the Key Account Return Order Upload data:


- The **grn_no** column follows the format: "RNYYYMMDD" (where Y represents a digit).
- The **grn_date** column follows the format: "YYYY-MM-DD".


- Admin must follow the format for them to successful upload the *.csv file for the Key Account Return Order list.


*Refer slide 35 as reference on how to set the date format in the cell








Picklist UI




 3XW001

 1





 **View Picklist**

DETAILS

Picklist ID	P133
Site ID	3X
Created Date	2022-01-06

STATUS HISTORY

1

Opened

by 3XW001
2022-01-06 (Thu) 9:34PM

BATCH PICKLIST

SKU ID	UOM	ALLOTTED QTY
B DHBOOST	PK	111
B DHZEST	PK	110
EMPDKSID	PK	120
EMPDKSIDP2	PK	120
KYORED	PK	130
KYORIGINAL	PK	130

ALLOTMENT ID	VAN ID	STATUS
A0000000585	V3XV001	added to picklist
A0000000588	V3XV001	added to picklist

3

Delete Picklist

2

Send for Picking

Print

> Insufficient Stock Scenario

- This situation might occur when the quantity stock allotted for the van is more the inventory stock available.
- When this happens, user have 3 options can be apply which are:
 - Edit the quantity allotted
 - Remove the allotment from picklist
 - Request Transfer In from other warehouse or HQ.



***Please refer previous slides under warehouse management for Transfer In steps and method**

>How to encounter the scenario

AMAST SALES

7WW001

View Picklist

Delete Picklist Send for Picking Print

DETAILS	
Picklist ID	P375
Site ID	7W
Created Date	2022-03-09

BATCH PICKLIST				
SKU ID	UOM	AVAILABLE QTY	RESERVED QTY	ALLOTTED QTY
KENT20P6	PK		0	3

STATUS HISTORY

Opened by 7WW001
2022-03-09 (Wed) 12:58PM

ALLOTMENT ID	VAN ID	STATUS
A0000002363	V7WW005	added to picklist

- Click on the allotment ID row (as in circle)

>How to encounter the scenario

AMAST SALES (DEV) 7WW001

View Picklist

DETAILS

Picklist ID

Site ID

Created Date

STATUS HISTORY

Opened by 7WW001
2022-03-09 (Wed) 12:00

ALLOTMENT ID VAN ID

A0000002363 V7

Allotment A0000002363

Print Edit

DETAILS	
Allotment ID	A0000002363
Van ID	V7WW005
Date	2022-03-09
Tag	planned
Status	added to picklist
Delivery Order ID	-

ALLOTMENT		
SKU ID	UOM	QUANTITY
KENT20P6	PK	3

2

Remove From Picklist

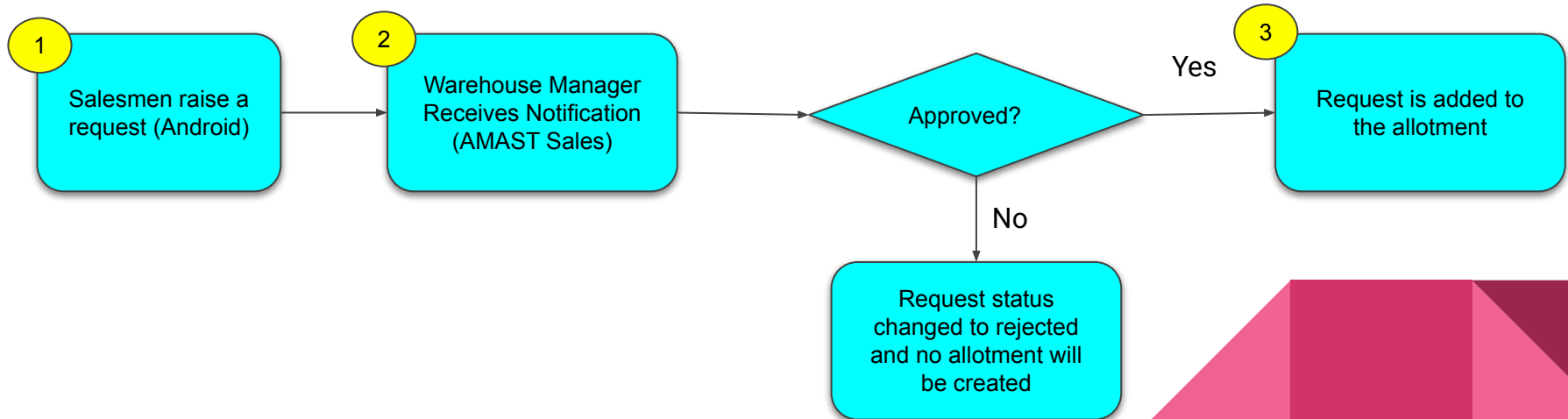
- Click on edit OR remove from picklist as choices to amend the stock quantity allotted or remove the allotment for the respective van

Terminology Definition


Van Adhoc	<p>Van Adhoc is an action where stocks are requested or return by the van from/to warehouse. Only can be approved by admin/manager. 2 categories of Van Adhoc are:</p> <ol style="list-style-type: none">1) Van Adhoc Request - Van request stocks from warehouse2) Van Adhoc Return - Van return stocks to warehouse
Reconciliation	<p>Reconciliation is an act of balance either the amount of stocks or cash. Consists of 2 categories, which are:</p> <ol style="list-style-type: none">1) Stock Reconciliation2) Cash Reconciliation
Warehouse Closing	<p>An action that need to be done by the end of the day</p>


Salesmen Request


Any additional request of stock initiated by the Salesmen (via the Frontend Android) requires an approval by the Warehouse Manager:






Van Adhoc Request UI



 3XW001





 **View Van Adhoc Request** 

DETAILS

Van Adhoc Request ID	VI_0000000070
Van Allot ID	A0000000565
Date	2021-12-30
Description	AdHoc Stock-In Request
Status	allotted

SKU LIST

SKU ID	UOM	REQUESTED QTY
KENT20P6	PK	10

STATUS HISTORY

Loaded by V3XV002
2021-12-30 (Thu) 4:20PM

Packed by 3XMGR
2021-12-30 (Thu) 4:20PM

Sent for picking by 3XMGR
2021-12-30 (Thu) 4:20PM

Approved by 3XMGR
2021-12-30 (Thu) 4:19PM

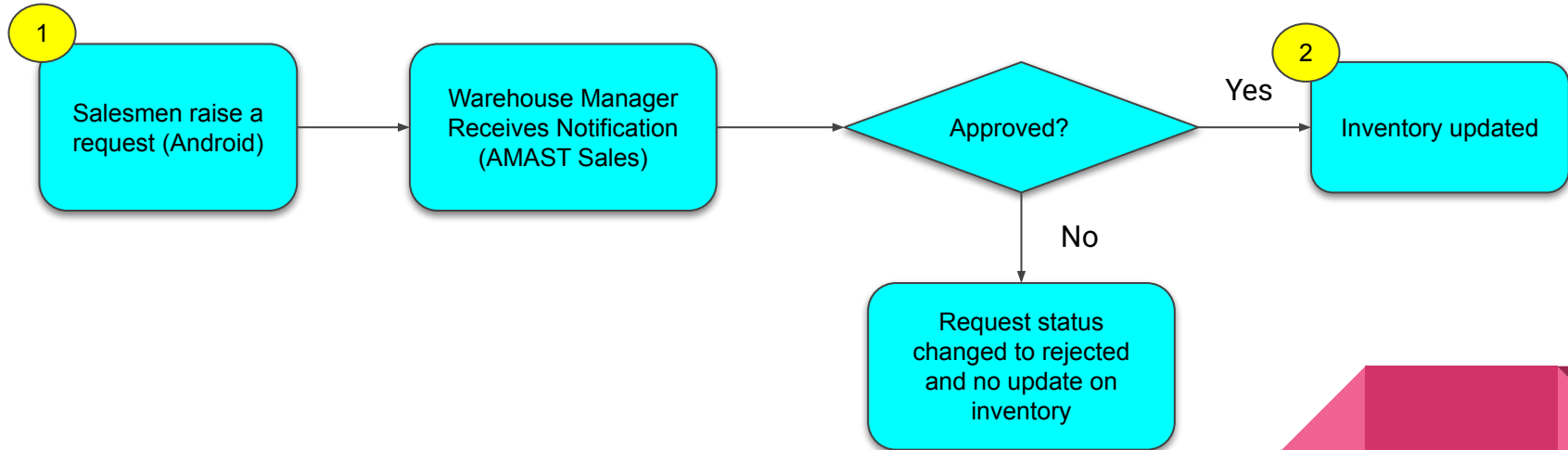
Requested by V3XV002
2021-12-30 (Thu) 4:16PM

3


1


Salesman Return


Any additional stocks return request by the Salesmen (via the Frontend Android) requires an approval by the Warehouse Manager:











Van Adhoc Return UI





 3XW001







 **View Van Adhoc Return** 


DETAILS

Van Adhoc Return ID	VO_0000000115
Date	2021-12-24
Van ID	V3XV002
Description	AdHoc Stock-Out Request
Status	received

SKU LIST


SKU ID	UOM	REQUESTED QTY
BISON15	PK	50
BISON50	PK	50
BLEND11	PK	50

STATUS HISTORY



Received by superadmin
2021-12-24 (Fri) 11:00AM

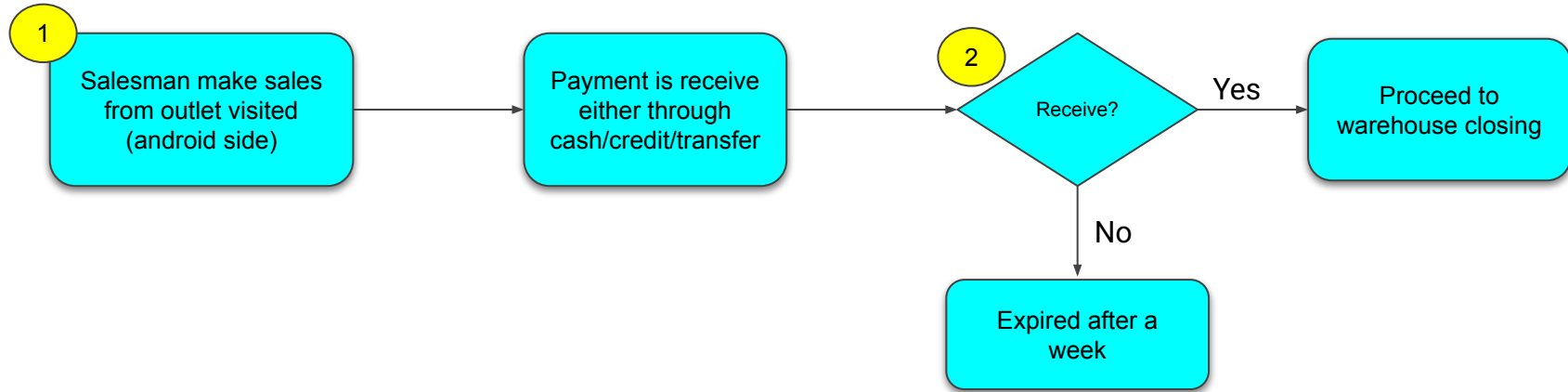
2



Requested by V3XV002
2021-12-24 (Fri) 10:54AM


1




Stock Reconciliation











- For Stock Reconciliation activity, all payment of sales made will be recorded in the list.
- Before admin can receive the stock reconciliation, salesman MUST clock-out account (android side)
- Warehouse admin need to check and receive the stock sales made in order to balance in and out of the stocks.

Stock Reconciliation UI



 3XW001



← Stock Recon - RCS_V3XV001_41

DETAILS

Site ID	3X
Van ID	V3XV001
Sales Date	2022-01-02
Confirmed At	-
Status	ready

SALES SUMMARY

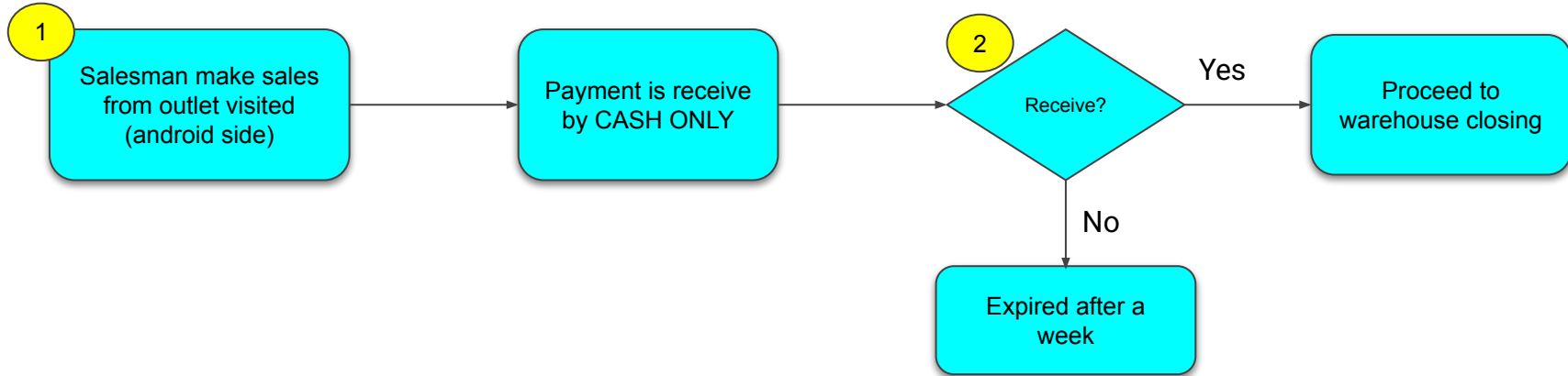
SKU ID	UOM	OPENING	SALES	FRESH	VAN ADHOC RETURN	CLOSING
B DHBOOST	PK	10	-10	0	0	0
B DHSWITC	PK	25	-25	0	0	0
DH SPECTRA	PK	50	-50	0	0	0

PHYSICAL QUANTITY

SKU ID	UOM	RECEIVED
B DHBOOST	PK	0
B DHSWITC	PK	0
DH SPECTRA	PK	0


2 Receive




Cash Reconciliation



- For Cash Reconciliation, only successful cash payment received by salesman will be recorded.
- Warehouse admin need to check and receive the cash sales made in order to balance in and out of the cash value.


Cash Reconciliation UI







 3XW001  



Home > Cash Reconciliation



Cash Reconciliation

Search 


Site ID: All  Date: Any time  Status: all 

☐  2
Confirm all

1-2 of 2  

	SITE ID	ID	SALES DATE	PLANNED UPLOAD DATE	VAN ID	SYSTEM AMOUNT	PHYSICAL AMOUNT	STATUS	ACTION
<input checked="" type="checkbox"/>	3X	RCC_V3XV001_41	2022-01-02	2022-01-03	V3XV001	570.90	570.90	ready	
<input type="checkbox"/>	3X	RCC_V3XV002_42	2022-01-02	2022-01-03	V3XV002	26.25	26.25	pending	

Warehouse Closing UI

 AMAST SALES

3XW001

1

Home > Warehouse Closing

Warehouse Closing - 3X

Sales Date
2022-01-02

Transfer In
1

Van Adhoc Request
0

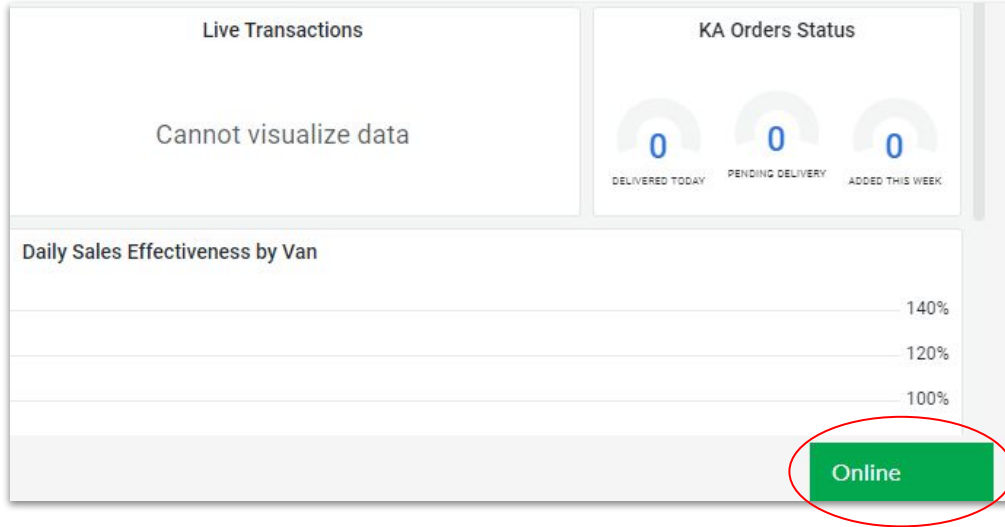
Van Adhoc Return
0

Day End Closing

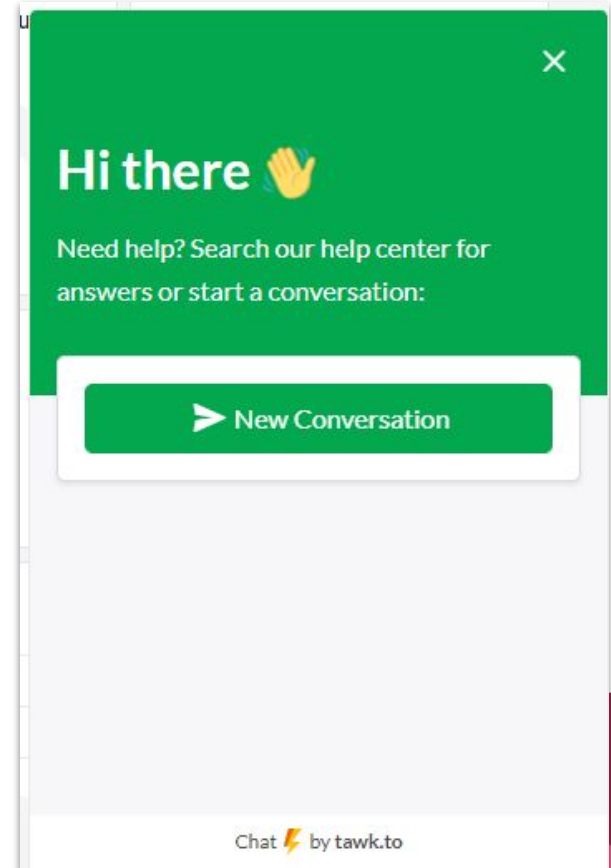
1-2 of 2 < >

SITE ID	VAN ID	NAME	PHONE	TARGET UPLOAD DATE	VAN TERRITORY	STOCK RECON STATUS	CASH RECON STATUS
3X	V3XV001	SYAHROL NIZAM BIN BAHAROM	011-53557970	2022-01-03	Local	received	confirmed
3X	V3XV002	ASRUL NIZAM BIN MUHAMMAD	011-40704631	2022-01-03	Local	pending	pending

Live Chat UI



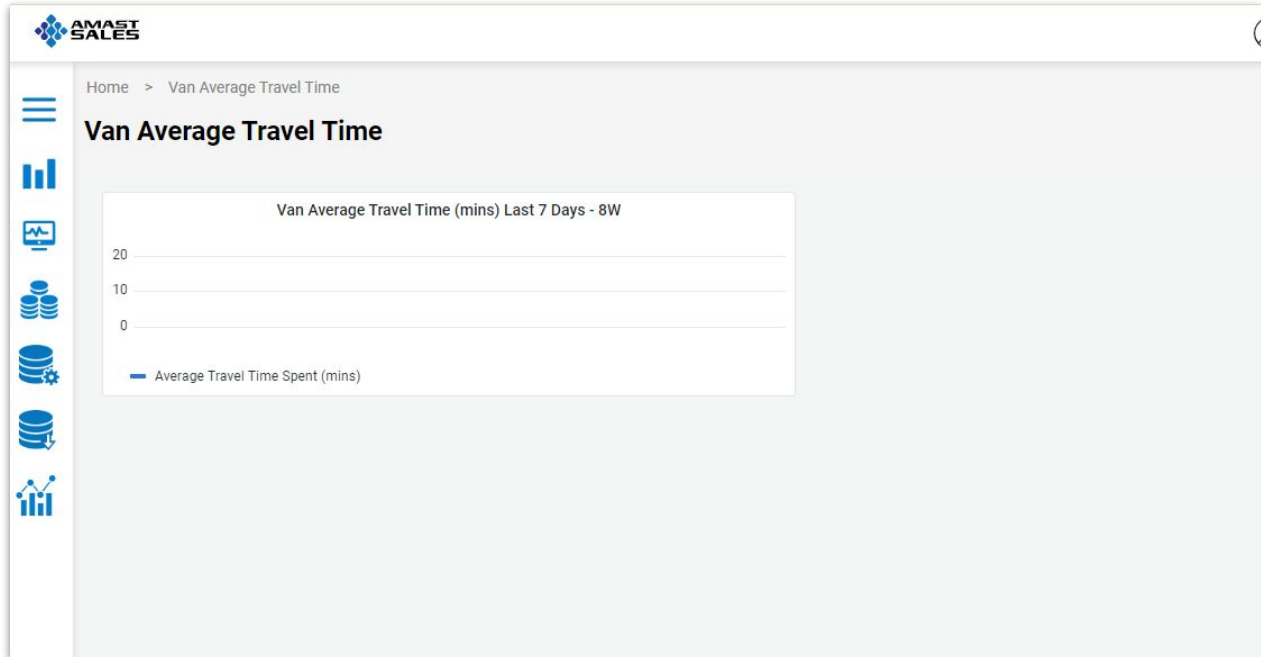
- Click on the “**Online**” tab (at right and below of page) to have a live conversation with our help center.



Admin Reports


Van Average Travel Time UI


- This report provide the average travel time made by salesman.
- Admin be able to track the performance of the salesman according to the travel time and sales made.




Remote Check-In UI

- Admin would be able to track the salesman check-in activity through this report according to the sites and outletID





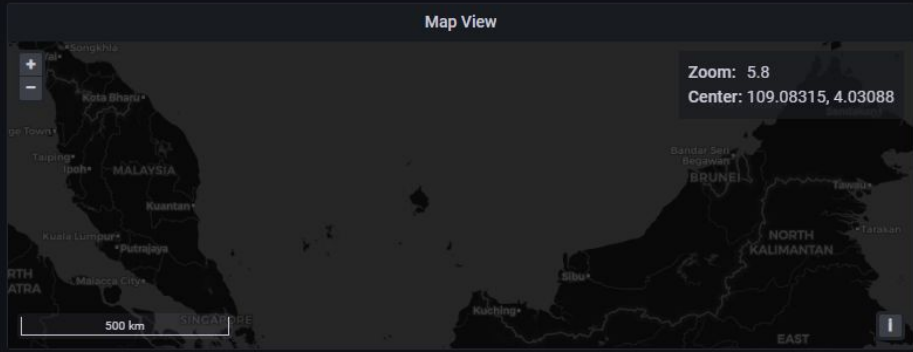
23



Home > Remote Check-In

Remote Check-In

Map View




Zoom: 5.8
Center: 109.08315, 4.03088

Outlets Without Geo-tag...

1268

Check-in Image



Nothing to display...

Total Remote Check-in

42

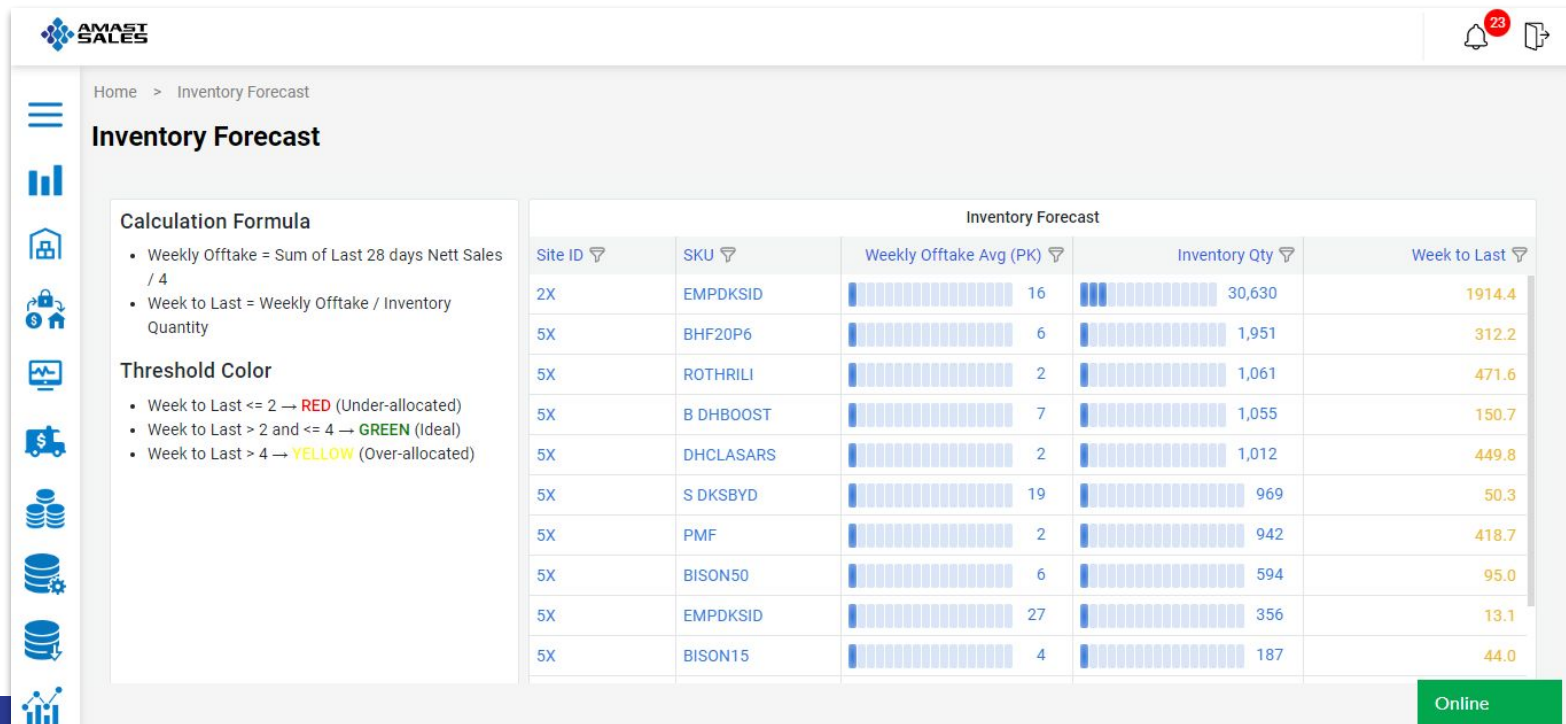
Remote Check-in Listing (Last 7 Days) > 0.5 KM

Date ▼	Site ID ▼	Van ID ▼	Outlet ID ▼	Outlet Name/ Van ID ▼	Distance (KM) ▼
02-Apr-2022	7X	V7XV002	408232	KEDAI RUNCIT NORSUHAIDA	171
02-Apr-2022	7X	V7XV002	408232	KEDAI RUNCIT NORSUHAIDA	171

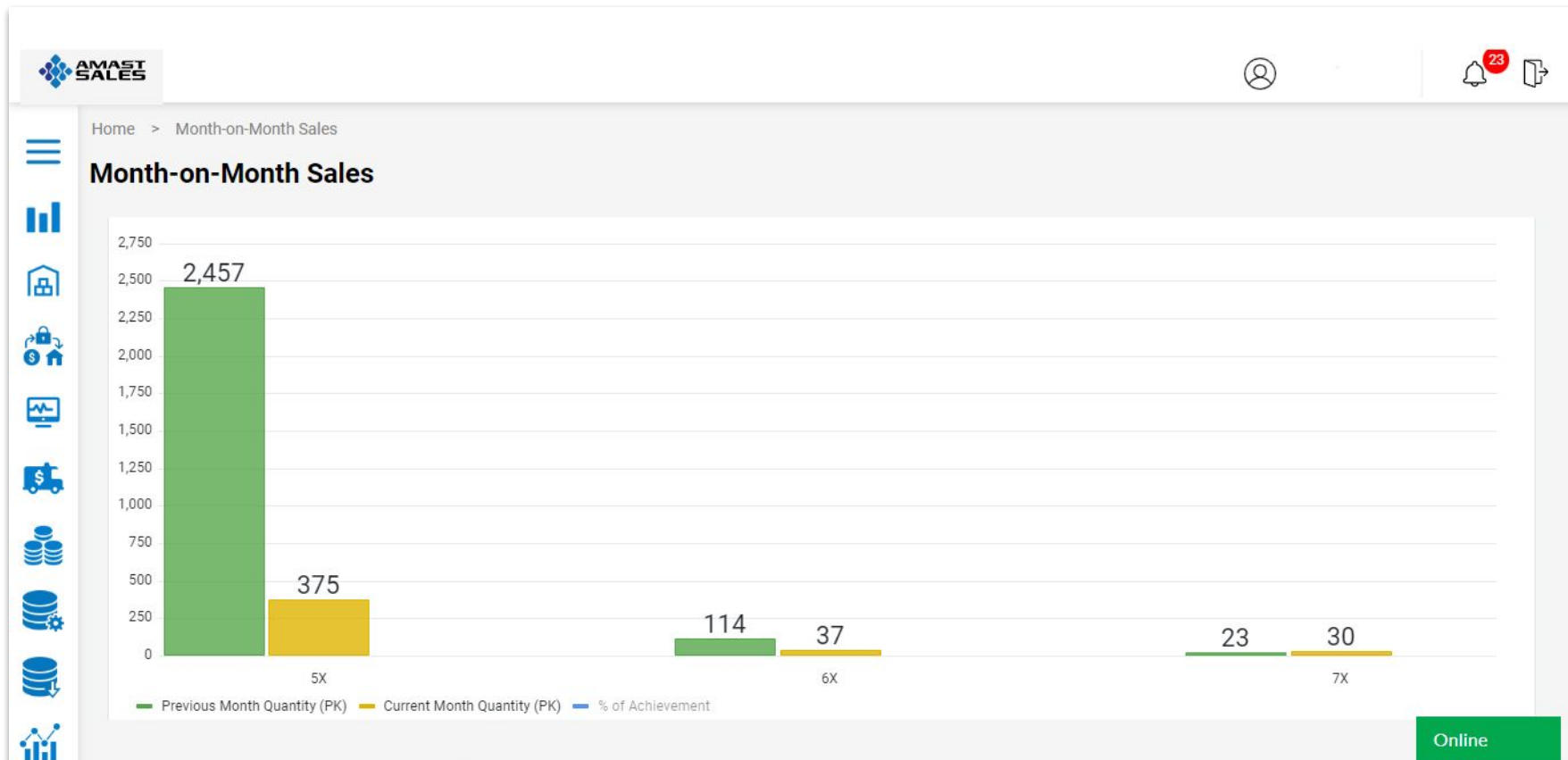
Online

Inventory Forecast UI

- The purpose of the forecast is to have a look ahead prediction for the stock in the inventory for each sites based on the performance of sales for the latest 28 days.
- Therefore, HQ could monitor and ready with right amount of products needed for each site's inventory.



Month-on-Month Sales UI



Finance Reports

*Steps to download finance report:



Finance



Invoice



Receipt



Credit Note



Void



Refund



Debit Note



Statement of Account


Select the report
from the listing

1



Click Print

2

- ★ Finance report also can be downloaded as bulk, depends on which finance admin filtered to:



7YC001



Home > Invoice

Invoice

Search

1-9 of 9

SITE ID	ID	DATE	OUTLET ID	VAN ID	GRAND TOTAL	STATUS	VOIDED
7Y	IV03008V7YV001-2203	2022-03-03	71403180	V7YV001	163.10	printed	false
7Y	IV03007V7YV001-2203	2022-03-03	634860	V7YV001	916.95	printed	false
7Y	IV03006V7YV001-2203	2022-03-03	818695	V7YV001	5365.20	printed	false
7Y	IV03005V7YV001-2203	2022-03-03	813951	V7YV001	81.55	printed	false
7Y	IV03004V7YV001-2203	2022-03-03	488752	V7YV001	326.25	printed	false
7Y	IV03003V7YV001-2203	2022-03-03	488752	V7YV001	432.40	printed	false
7Y	IV03002V7YV001-2203	2022-03-03	813951	V7YV001	1101.56	printed	false
7Y	IV03001V7YV001-2203	2022-03-03	71402139	V7YV001	467.47	printed	false
7Y	IV03000V7YV001-2203	2022-03-03	71402104	V7YV001	281.70	printed	false

Search the Site ID and set the Date range before downloading

Download Check



Credit Outlet



7YC001



Home > Credit Outlet

Credit Outlet

[To Outlet](#)

Download

Batch Upload

Search



Search By: Outlet ID



Site ID: All



1-20 of 74



SITE ID	OUTLET ID	OUTLET NAME	PAYMENT TERMS	CREDIT LIMIT	OUTSTANDING CREDIT	CREDIT BALANCE
7Y	811292	MEGA RAYA ENTERPRISE SDN.BHD	3	6000	0	0
7Y	820053	7 ELEVEN STORE 2658	0	0	0	0
7Y	788150	7-ELEVEN STORE 2257	0	0	0	0
7Y	346124	7-ELEVEN STORE # 1146	0	0	0	0
7Y	350103	7-ELEVEN STORE # 1166	0	0	0	0
7Y	516873	7-ELEVEN STORE # 1350	0	0	0	0
7Y	526931	7-ELEVEN STORE # 1366	0	0	0	0



RMO

> Creating Dynamic/Predefined RMO

- ★ RMO consist of 2 types:
 - **Predefined RMO** -> determined by HQ depends on the historical sales volume of the outlet
 - **Dynamic RMO** -> Headquarters(HQ) set target for the particular outlet
- ★ After creating the RMO, user MUST update the saved RMO by uploading .csv docx for the list of outlets involve with respectives cap amount and target volume.
- ★ After that, invalid details will be automatically downloaded into device for user to check whether any invalide input was inserted.




Creating Predefined RMO UI

Home > RMO

Create PreDefined RMO

RMO Description

Write description

Start Date:  End Date: 

Creating Dynamic RMO UI

AMAST SALES

JEREMY.ONG

12

Home > RMO

Create Dynamic RMO

RMO Description

Write description

Start Date: dd/mm/yyyy

End Date: dd/mm/yyyy

Cancel Save

Discount UOM: Packet

Discount Per UOM:

Product Type: ALL

Cap Per Transaction:

☐ Weekly refresh ☐ Qualifier

→ **Qualifier** : difference of the cap amount set by HQ and the sales amount made from the outlet

> Example of RMO Upload format

→ Predefined RMO

outlet_id	rmo_amt
243402	1.5
244201	2

- Format can be either in decimal points or whole number as in MYR

→ Dynamic RMO

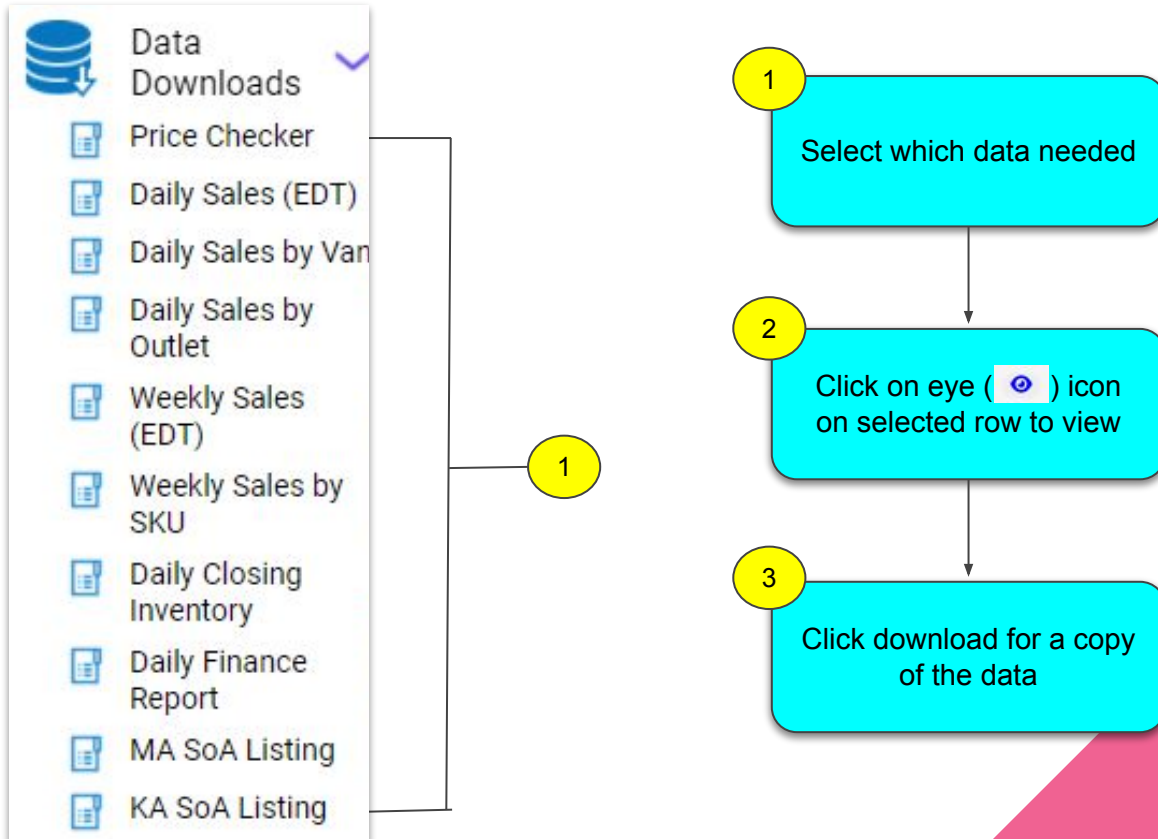
outlet_id	target_vol	cap_amount
244330	5	3
244481	10	4.5

- Format is in whole number as product amount.

- Format can be either in decimal points or whole number as in MYR

Data Download

- A section where admin can download and view the data needed for references and records.





Price Checker



The Price Checker function is used to check the product effective price at a specific date. It is a good practice to always check the selling price before the actual launch date.



Price Checker






3

Home > To Price

Price Checker



[To Price](#)Download











Search By: SKU ID ▾

Price Group: All ▾




Effective At: Any time ▾

1–20 of 926  

SKU ID	UOM	PRICE GROUP	PRICE	EFFECTIVE AT	ACTION
DHCLASARS	Pack	Distributor Price	16.100	2022-03-16	
DHCLASARS	Pack	Key Account (K)	16.312	2022-03-16	
DHCLASARS	Pack	Retailer	16.312	2022-03-16	
DHCLASARS	Pack	Key Account (L)	16.312	2022-03-16	
DH SPECTRA	Pack	Key Account (K)	16.312	2021-11-30	
DH SPECTRA	Pack	Distributor Price	16.100	2021-11-30	
DH SPECTRA	Pack	Retailer	16.312	2021-11-30	
DH SPECTRA	Pack	Key Account (L)	16.312	2021-11-30	



Online



Daily Closing Inventory

















3XW0013

Home > Daily Closing Inventory

Daily Closing Inventory 1

Site ID: All  Date: Any time 

1-14 of 14  

SITE ID	DATE	ACTION
3X	2022-01-01	2  
3X	2021-12-31	 
3X	2021-12-30	 
3X	2021-12-19	 
3X	2021-12-18	 
3X	2021-12-17	 
3X	2021-12-16	 
3X	2021-12-15	 

Daily Sales



3XW001



Home > Daily Sales

1

View **Daily Sales** - 3X,2021-12-15

3

Download

DAILY SALES

DATA_SOURCE_NAME	DATE	LOCAL_CUSTOMER_ID	PRODUCT_ID	UOM_ID	GROSS_QUANTITY	NET_QUANTITY	RETURN_QUANTITY	DISCOUNT_AMOUNT	TAX_AMOUNT
SP_NV02	15/12/2021	00107000005f1pVAAQ	a0e07000000PNiKAAG	MIL	-0.02	-0.02	-0.02	0.00	0.00
SP_NV02	15/12/2021	00107000005f1pVAAQ	a0e07000000PNkRAAW	MIL	-0-00000000.10	-0-00000000.10	0.00	0.00	0.00
SP_NV02	15/12/2021	00107000005evFLAAY	a0e07000000PNiKAAW	MIL	-0.20	-0.20	0.00	0.00	0.00
SP_NV02	15/12/2021	00107000005eopIAAA	a0e07000000PNkTAAW	MIL	0.14	0.14	0.00	0.00	0.00
SP_NV02	15/12/2021	00107000005evFLAAY	a0e07000000PNiKAAG	MIL	-0.02	-0.02	-0.02	0.00	0.00
SP_NV02	15/12/2021	00107000005f1pVAAQ	a0e07000000PNkRAAW	MIL	-0-00000000.10	-0-00000000.10	-0-00000000.10	0.00	0.00
SP_NV02	15/12/2021	00107000005evFLAAY	a0e07000000PcYoAAK	MIL	0.40	0.40	0.00	0.00	0.00
SP_NV02	15/12/2021	00107000005f0i3AAA	a0e07000000PNjIAAG	MIL	0.10	0.10	0.00	0.00	0.00
SP_NV02	15/12/2021	00107000005f1pVAAQ	a0e07000000PNiIAAW	MIL	0.40	0.40	0.00	0.00	0.00
SP_NV02	15/12/2021	00107000005f0i3AAA	a0e07000000PNkRAAW	MIL	-0-00000000.10	-0-00000000.10	-0-00000000.10	0.00	0.00

Note: Default columns not show on screen

Weekly Sales



3XW001



Home > Weekly Sales

View Weekly Sales - 3X

Start Date 06/12/2021



End Date 10/12/2021



Search

Download

WEEKLY SALES

DATA_SOURCE_NAME	TRANS DATE	LOCAL_CUSTOMER_ID	PRODUCT_ID	UOM_ID	GROSS_QUANTITY	NET_QUANTITY	RETURN_QUANTITY	DISCOUNT_AMOUNT	TAX_AMOUNT
SP_NV02	09/12/2021	00107000005ep7rAAA	a0e07000000PNkRAAW	MIL	-0-00000000.10	-0-00000000.10	-0-00000000.10	0.00	0.00
SP_NV02	09/12/2021	00107000005ep7rAAA	a0e07000000PNjIAAG	MIL	-0.02	-0.02	0.00	0.00	0.00
SP_NV02	09/12/2021	00107000005ep7rAAA	a0e07000000PNkRAAW	MIL	0-10	0-10	0.00	0.00	0.00
SP_NV02	09/12/2021	00107000005ep7rAAA	a0e07000000PNikAAG	MIL	-0.02	-0.02	-0.02	0.00	0.00
SP_NV02	10/12/2021	00107000005ero9AAA	a0e07000000PNkRAAW	MIL	0-10	0-10	0.00	0.00	0.00

Note: Default columns not show on screen



AMAST Sales DMS Manual
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