

Tuna Assist System Purchase Feed Orders

Step 1. Enter Feed Purchase Orders

The screenshot shows a software window titled "Purchase Feed Orders" with a standard Windows-style title bar (minimize, maximize, close buttons). The window has three tabs: "Details" (selected), "Delivery Details", and "Accounts Payable".

Under the "Details" tab, the following fields are visible:

- Order No**: A text input field.
- Order Date**: A date picker showing "01/02/2005".
- Supplier Name**: A text input field with a search icon (?) to its right.
- Status**: A dropdown menu currently set to "(None)".
- Expected Delivery Date**: A date picker showing "01/02/2005".
- Item Ordered Cost**: A yellow text box showing "\$0.00".
- Freight Cost**: A yellow text box showing "\$0.00".
- Total Cost**: A cyan text box showing "\$0.00".
- Currency**: A yellow text box.
- Total Qty kg**: A yellow text box showing "0.00".
- Total Delivered kg**: A yellow text box showing "0.00".
- Total Remaining kg**: A yellow text box showing "0.00".
- Over Delivered kg**: A yellow text box showing "0.00".
- Archive**: A dropdown menu set to "No".

Below these fields is the "Order Items:" section, which contains a table with two columns: "Supplier Name" and "Stock Name". The table is currently empty. To the right of the table are three buttons: "Add", "Edit", and "Delete". Below the table is a scroll bar and a "(0)" indicator.

At the bottom of the window, there is a "Create Purchase Order" button. Below that is a row of navigation buttons: "K", "<", ">", and ">|". At the very bottom is a row of action buttons: "Save", "Find", "Delete", "Reset", "Print", "Refresh", "Cancel", "Help", and "Import".

Order No

The Order No is usually the number that is assigned from the Accounting System, else it can represent any internal unique identifier ie the date etc.

Order Date

The date when the order was placed with the supplier

Supplier Name

This is the name of the supplier and is selected using the Supplier Look Up List. You can also add new suppliers by clicking on the add button.

Status

Represents the status of the order.

Active is order has been placed

Cancelled is order has been cancelled by the user

Completed is order has been received

Create a Purchase Order Button

Once you have selected and created the Feed Order Items with this order you can click on this button to create a fax of the order details to send to your supplier.

Step 2 Enter a Feed Order Item

The screenshot shows a software window titled "Purchase Feed Order Item". It contains several input fields and buttons. At the top, there are fields for "Order No", "Supplier Name", and "Stock Name", each with a question mark icon. Below these are "Order Date" (a date picker set to 01/02/2005), "Qty Ordered (kg)", "Over Ordered kg" (0.00), "Qty Delivered" (0.00), "Qty Undelivered" (0.00), and "Qty Remaining" (0.00). Further down are "Product Size", "Package Size", "Package Type", "Product Length", "Head Office Code", "Cost Price Per kg exc GST", "Currency" (a dropdown), "Exchange Rate to AUD", "Exchange Date" (a date picker set to 01/02/2005), "Cost Price" (\$0.00), "Status" (a dropdown set to "None"), "Expected Delivery Date" (a date picker set to 01/02/2005), "Freight Cost" (\$0.00), "Use By Date" (a date picker set to 01/02/2005), "Delivery Method", and "Vessel Name". At the bottom left is an "Archive" dropdown set to "[-]". Below the main fields are two buttons: "Deliverys" and "Order Locations". At the very bottom is a row of buttons: "Save", "Find", "Delete", "Reset", "Print", "Refresh", "Cancel", "Help", and "Import".

Stock Name

Stock Name is the feed name that you are ordering and is selected from the Supplier Stock Item screen, which links the supplier and feed

name together to distinguish between many suppliers supplying the same feed names.

Supplier Stock Item

Supplier Name ?

Stock Name ?

Stock Item Type

Product Size Package Size

Package Type Product Length

Head Office Code

Cost Price Currency

Qty Received 0.00

Order Items:

Order No	Order Date	Qty Ordered (kg)	Cost Price Per kg exc GST

(0)

Its very important to create this record as you wont be able to select a stock item to order without having to select this record.