



Order Entry Business Forms

Comprehensive specifications are quickly input and processed with Plantrol's Order Entry system. Reorders and combination orders are quickly entered with our duplication process. Finally, order history is tracked, including shipping, billing, and cost.

Data Entry

Tabbed format allow quick entry of all types of production information, all types of printing, collating, binding, shipping, and free-form special instructions. Shortcuts and speed keys allow easy keyboard entry. An unlimited number of shipping addresses can be captured, shared with the shipping process, and saved for reorders.

Order Entry Documents

Work order, ship-to list, and customer acknowledgment are included. Barcodes can speed shop floor data entry. Acknowledgments are easily faxed, emailed or printed from the desktop.

Standard Features

- Shorthand Keys for Frequently Used Words and Features
- Automatically Assigned Job Numbers (if desired)
- Easy Duplication of Order Specifications
- Free-form Special Instructions
- Job chain inquiry locates most recent reorder
- Historic data base for analysis
- Captures unlimited number of shipping addresses
- Handles combination orders

Optional Features

- Order planning** - Automatically calculates material requirements and schedules departmental due dates, includes printed Material Requisition.
- Order Status** - Quickly determine an order's current status for customer inquiries. This feature requires a Job Cost interface. With Shop Floor Data Collection the information is updated in real time.
- Estimating Interface** - By integrating Order Entry with Price Book or Cost Estimating, most order specifications can be transferred from the Estimating system, eliminating a good share of the data entry. The order number is attached to the estimate number facilitating hit ratio analysis and quote follow up price book or cost estimating.
- Integrated Pricing** - Calculate pricing based on specifications entered during the order entry process.
- Raw Material Inventory Interface** - Available materials are checked in real time and paper, carbon, cartons, and other materials are immediately allocated.
- Job Cost Interface** - As production steps are completed, status inquiries are updated with current information. Backlog and scheduling reports are available.
- Shipping Interface** - When the shipper inputs or scans the job number, all order information is immediately displayed, including description, shipping addresses and routing information. When the shipment has been processed, status inquiries display shipping status and tracking numbers.

Part Number	Paper Roll Width	Paper Color	Paper Weight	Paper Grade	Number Across	Paper Width/Length (Across Web)	Paper Depth (Around Web)	Waste Percent	Face PMS 1	Face Color 1	Face Pnt as
1 19	WHITE	16.0	BP-CB	2 9-1/2	11	10.0	Blk				
2 19	CANARY	14.5	BP-CFB	2 9-1/2	11	10.0	Blk				
3 19	WHITE	14.5	BP-CFB	2 9-1/2	11	10.0	Blk				
4 19	WHITE	15.0	CF	2 9-1/2	11	10.0	Blk				

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Available System Interfaces

- Estimating
- Raw Material Inventory
- Job Cost
- Shipping
- Billing

Order Entry

Business Forms

Demo - Order Entry

File Edit User Inquiries Reports Tools Window

Job Number: J 82102 Quantity: 50000 Overrun: 10 %

Ship To: AAI AUTOMATION, ROAD 1, SUITE 2, HORSHAM, PA 19044

Customer Purchase Order Number: 125690

Special Shipping Instructions: Ground

Ship Via: UPS Collect or Prepaid P PPD Inside or Platform: I Inside

Part	Paper Roll Width	Paper Color	Paper Weight	Paper Grade	Number Across	Paper Width/Length (Across Web)	Paper Depth (Around Web)	Waste Percent	Face PMS 1	Face Color 1	Face PRT as 1	Back PMS
1	19	WHITE	15.0	BP-CB	2	9-1/2	11	10.0	Blk			
2	19	CANARY	14.5	BP-CFB	2	9-1/2	11	10.0	Blk			
3	19	WHITE	14.5	BP-CFB	2	9-1/2	11	10.0	Blk			
4	19	WHITE	15.0	CF	2	9-1/2	11	10.0	Blk			

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Demo - Order Entry

File Edit User Inquiries Reports Tools Window

Job Number: J 82102 Quantity: 50000 Overrun: 10 %

Form Name and Number: Auto Form Price: 45.83 M/L

Disc %: 3.0

Run With: Ship With: Foot to Gripper (X=Yes):

Requested Ship Date: 09-05-02 Off Line Date: Projected Ship: 09-09-02

Label Side x Side: Width: 9-1/2 Depth: 11 Cylinder: 22.0 Printer: Burster: # Wide: 2 Press No: 501

Part	Paper Roll Width	Paper Color	Paper Weight	Paper Grade	Number Across	Paper Width/Length (Across Web)	Paper Depth (Around Web)	Waste Percent	Face PMS 1	Face Color 1	Face PRT as 1	Back PMS
1	19	WHITE	15.0	BP-CB	2	9-1/2	11	10.0	Blk			
2	19	CANARY	14.5	BP-CFB	2	9-1/2	11	10.0	Blk			
3	19	WHITE	14.5	BP-CFB	2	9-1/2	11	10.0	Blk			
4	19	WHITE	15.0	CF	2	9-1/2	11	10.0	Blk			

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Create job from Quote: 1012-

Quote Lookup: Quote Number: 1012 Suffix: Lookup

Quantities: 2500, 5000, 10000, 20000, 50000

Account Number: 90003

Distributor Name: WORKFLOW SOLUTIONS-JL

Ship To:

Form Number: #3

Form Name:

Distributor PO:

Product: Unit Set

Next Job:

Starting Number:

Order Quantity: 10000

Number of Jobs in Combination: 1

New Order Number:

Preserve Job Chain

Exact Repeat

Save Previous Job

Add Add/Edit Exit Clear

Order Entry (Order Entry #P: 11270)

File Edit Debug Mode User Inquiries Reports Tools Window

Summary Order Distributor Proof Composition Pt to Pt Marginal Press Room Add Parts Fastening Drilling

Numbering Die Cut Integrated Products Mailer Packaging Ship To Misc. Charges Notes Compo Pricing

Price Book: CCC Quantity: 2000 Quote: 13766

Order Number: P-011270 Re-Quote 08/14/2007 16:03:20

Prt #	Rule	Description	# Comb	Flat	# Run	Run	Minimum	Override	Override Code	Override Reason
2		Prefigured (2000)				101.00		R		
205		New Order	1					P		
305		Standard Ink	2					P		
315		PMS Match Ink	1	27.30				P		
405		Light/Neg Supplied/Camera	1	8.20				P		
705		ODT Panto			1			P		
806		2 Full Horizontal Perfs	1	19.12				P		

	Percent	Flat	Flat / M	Running / M	Per M Price
Base Prices		121.51	60.76	118.38	179.14
Misc. Prices			0.00	0.00	0.00
Product Discounts					0.00
Customer Discounts	0.00				0.00
Additional Discounts					0.00
Discounted Per M					8.96
Void Panto	5.00				
Additional Nets	5.00	49.84			

Price Book	Per M
Base Per M	188.10
Total Discounts Per M	0.00
Final Per M/ Lot Price	188.10
Price Override	
Additional Nets	59.94
Total Order	436.14

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Demo - Order Entry

File Edit User Inquiries Reports Tools Window

Job Number: J 82102 Quantity: 50000 Waste %: 1.00 Overrun %: 10 % Product: TM

PAPER: 22IN-2C-501 22.0 2 4

CARBON: 8-CRIMP-22-601 1 1

Job Number	Part Number	Paper Color	Paper Weight	Paper Width/Length	Paper Grade	Number Across	Paper Roll Width	Estimated Pounds	Paper Quantity on Hand	Paper Quantity on Order	Total Allocations	Paps. Code
82102	1	WHITE	15.0	9-1/2	BP-CB	2	19	541	106	0	5065	SHT
82102	2	CANARY	14.5	9-1/2	BP-CFB	2	19	491	243	0	2700	SHT
82102	3	WHITE	14.5	9-1/2	BP-CFB	2	19	491	490	0	99	SHT
82102	4	WHITE	15.0	9-1/2	CF	2	19	508	1960	0	3668	SHT

Job Number	Job Suffix	Part Number	Carbon Color	Carbon Grade	Carbon Size	Carbon Roll Width	Estimated	Carbon Quantity on Hand	Carbon Allocated	Carbon Quantity on Order	Carbon Code
82102		1									
82102		2									
82102		3									
82102		4									

Change Mode 1/3/2002 2:04:03 PM 7/30/2002 1:45:26 PM laedem Record: 99 CAPS NUM INS