

## Part Number Inquiry Functions

From the Main Menu select the following options:

# 1 Sales

# 3 Part Number Inquiry

Type in Sales Person Number

Type in Customer Number – Defaults to Cash Customer Number

Type in Part Number, Field Exit

Following Screen is displayed:

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Part Number / Level. SPN CD ENVELOPE / 2
Description..... BURLINGTON CD ENVELOPE
QTY On Hand..... 0
QTY Allocated.....
QTY Available.....
Core Value.....
Selling Price
List Price..... 6.99
Net Selling Price... 7.20
Bin Location.
QTY On Order.
Order Point..
Sub Part Nbr.

Minumum Order Qty...
Primary Vendor..... STAPLES CREDIT PLAN
Qty For Totals.....

LOCATION CARTON INFO
Location Carton | UM 50 EA
NonStd Qty Available
Core Value.....
Selling Price
List Price..... .14
Selling Price..... .14

ENTER TO CONTINUE (+)
F7 - EXIT PROGRAM
F8 - VIEW PRICING LEVELS
F9 - VIEW WORK ORDERS
F10 - VIEW PURCHASE ORDERS
F20 - VIEW 24 MONTH HISTORY
F24 - VIEW ALL LOCATIONS

Nonstd Qty For Total .....
    
```

From this screen you have the following options available:

F8 - View Pricing Levels : Lists all pricing levels from 1 – 6 and M – R

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Part Number / Level. SPN CD ENVELOPE / 2
Description..... BURLINGTON CD ENVELOPE

Display of Pricing Matrix
Part Number---: SPN CD ENVELOPE BURLINGTON CD ENVELOPE
Current Cost--: 3.98 (Basis for Selling Price)
Average Cost--: 3.98
Promo Cost--: ( to )
Jobber-----: 5.38 Jobber to Cost Percent: .2600
Dealer-----:
W.D.-----:

Levl Sell Price Gross Prft Prf Pct Levl Sell Price Gross Prft Prf Pct
1 6.40 2.42 .3781 M
2 7.20 3.22 .4472 N
3 6.50 2.52 .3877 O
4 6.50 2.52 .3877 P
5 6.99 3.01 .4306 Q
6 6.45 2.47 .3829 R

PRESS ENTER TO CONTINUE
    
```

F9 - View Work Orders : Allows you to view all open work orders associated with

this part number

F10 - View Purchase Orders: Allows you to view all open purchase orders associated with this part number

F20 - View 24 Month History: Lists total sales by month for previous 24 months

The screenshot displays a terminal window with a black background and green text. The left side shows inventory details for 'SPN CD ENVELOPE' at 'BURLINGTON CD EN'. The right side shows a '24 Month Sales History' table. The inventory section includes fields for QTY On Hand (0), QTY Available (0), List Price, Net Selling Price, Minimum Order Qty (No), Primary Vendor (STAPLES CREDIT P), and Location Carton (LOCATION CARTON 50). The sales history table lists months from 08/2003 to 09/2001, with a total of 2 units sold in 01/2002. The terminal also displays instructions for viewing sales by month/year and a prompt to press enter to continue.

| SPN CD ENVELOPE    | (Your Location) |
|--------------------|-----------------|
| 08/2003            | 08/2002         |
| 07/2003            | 07/2002         |
| 06/2003            | 06/2002         |
| 05/2003            | 05/2002         |
| 04/2003            | 04/2002         |
| 03/2003            | 03/2002         |
| 02/2003            | 02/2002         |
| 01/2003            | 01/2002         |
| 12/2002            | 12/2001         |
| 11/2002            | 11/2001         |
| 10/2002            | 10/2001         |
| 09/2002            | 09/2001         |
| Total--: Total-: 2 |                 |

F24 - View All Locations: If you have multiple store locations, you can check part availability at all locations

If you need additional assistance, email [support@southpoint.net](mailto:support@southpoint.net) or call our office.