

## **SALES ORDER**

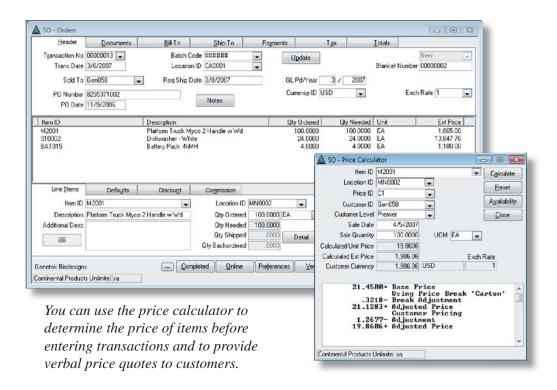
## Order entry, picking, tracking, billing ... and beyond

TRAVERSE® Sales Order offers a host of features to improve your efficiency and increase your flexibility.

Sales Order helps you keep your customers happy by handling their orders promptly and correctly. Remaining inventory quantities appear on the screen. Backorder information is right at your fingertips so you'll know exactly what's ordered and when it will ship. And, you can print an online invoice or picking slip with just a click.

With TRAVERSE Sales Order, you'll have quick lookup based on customer, customer's order number or your transaction number. You can enter, edit, view, and print invoices from a single screen. You will have access to real-time inventory availability if you are interfaced to the TRAVERSE Inventory application. A sophisticated price calculator lets you find the best deal for your customers even before an order is entered.

Much more than just an order entry system, TRAVERSE Sales Order helps you manage the complete transaction life cycle — from quote to order to fulfillment and, if necessary, through the RMA process. Blanket orders can be processed with the addition of the Distribution Requirements Planning (DRP) or Material Requirements Planning (MRP) applications.





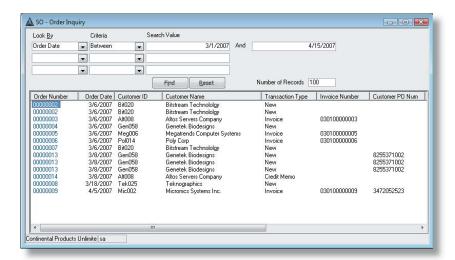
## **Additional Sales Order Features:**

- live item commission split among multiple reps
- Sold to, Bill to, and Ship to for each order
- line item discounting
- convert quotes to live orders
- inquire on backorders
- optional tax-on-freight and/or miscellaneous
- tax-on-tax reporting (for example, GST/PST in Canada)
- plain paper or preprinted picking slip formats
- commissions payable on booked or paid invoices
- two-way split commissions
- multiple tax locations per tax group
- customer comments fields
- comprehensive online help
- scrollable, detailed descriptions for each item
- lot tracking
- link to shippers such as UPS and FedEx for online tracking of shipments
- look up sales order transactions of any status, including orders already posted to history
- maintain separate, unique series numbers for credit memos and invoice numbers
- print, fax or email an order acknowledgement or invoice form
- packing slip with quantity shipped and backordered information
- enter open-ended recurring entries

- price matrices
- user-defined invoice and dunning messages
- quick lookup based on customer or transaction
- invoice entry, editing, and viewing from a single screen
- recurring entries setup
- change distribution code per transaction and cash receipt

## **Sales Order Reports:**

Open Order Report
Recurring Entries List
Backorder Allocation Report
Customer Levels List
Price Structures List
Customer Pricing List
Promotional Pricing List



Click on an order number and connect to the shipping method's website to track your shipment.

