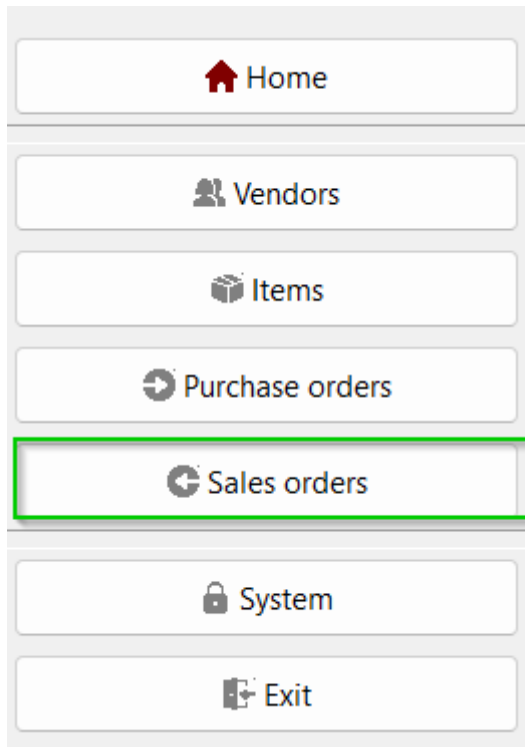


Sales and picking items

Select sales order



Creating or editing sales orders

Search for existing or create a new entry

Sales order search

Quick Filter

Reference

Item ID

None

Search for existing or create a new entry

+ New

✎ Edit

✖ Delete

↻ Refresh

Record limit

1000

☒ Auto search

🔍 Search

↺ Reset

Order Date	Order Reference	Order By	Order Compl	Total ...	Total ...	Total ...	Orde...	Orde...	Orde...	Sales...
28/01/2025		stockie Admini	1	2	2	0	1	2025	1	1

Enter order details and items

Sales order details

Print

Audit log

Pick stock

Pick history

Reference

Order date

Order by

Order number

13/02/2025

3

Items

Documents

Item ID

Qua

Enter order details and add order items and quantities. Items will auto complete.

10.0Fx10CM

1

Save

Cancel

Delete

10.0Fx10CM

1001780-HC

1001782-HC

1005357H

1009664

1010480-H

1010481-H

1010482-H

Print sales order

Sales Order: 3

Reference

Orderedby

stockie Administrator

Ordereddate

13/02/2025

Qty	Item ID	Description
10	10.0Fx10CM	CATHETERS Introducer Sheath

Pick stock

When stock has been picked

Clicking in the quantity field will automatically apply the back-order quantity, adjust this value as needed.

Values less than the expected quantity will be highlighted yellow. Values high than the quantity will not be allowed.

The screenshot shows a 'Pick stock' window with a header bar containing 'Sales order', 'Picked date', 'Picked time', and 'Reference'. Below this is a table with columns: 'Itemid', 'Description', 'Quantity', 'Back Order Quantity', and 'Order Quantity'. The first row shows '10.0Fx10CM', 'CATHETERS Introducer Sheath', '5', '10', and '10'. The 'Quantity' field '5' is highlighted in yellow. A green box with an arrow pointing to the '5' contains the text: 'Click on quantity entry to automatically apply the back order quantity. Adjust this value as needed.' At the bottom of the window, there are three buttons: 'Pick all' (with a green checkmark icon), 'Save' (with a green checkmark icon), and 'Cancel' (with a red X icon). A green box with an arrow pointing to the 'Pick all' button contains the text: 'Quickly pick all items and save'.

Sales order	Picked date	Picked time	Reference
3	13/02/2025	2:09:04 PM	

Itemid	Description	Quantity	Back Order Quantity	Order Quantity
10.0Fx10CM	CATHETERS Introducer Sheath	5	10	10

Click on quantity entry to automatically apply the back order quantity.
Adjust this value as needed.

Quickly pick all items and save

Pick all Save Cancel

If the order was incomplete and items are still on back order, when stock arrives press "Receive stock" again. Only the pending items will be displayed.

Pick stock

Sales order

Picked date

Picked time

Reference

3

13/02/2025

2:14:10 PM

Itemid	Description	Quantity	Back Order Quantity	Order Quantity
1005357H	Unknown Whisper MS 0.014x190		2	4

Pick all

Save

Cancel

Pick history

Select Pick history to view picking list history.

Sales order details

Print

Audit log

Pick stock

Pick history

Pick stock history

Refresh

Close

Itemid	Quan...	Picked Date	Picked Time	Picked By	Picked Reference
10.0Fx10CM	10	13/02/2025	2:09 PM	stockie Administrat	

Revision #2

Created 13 February 2025 05:52:56 by Tristan Marlow

Updated 13 February 2025 06:14:43 by Tristan Marlow