





## PREFACE

This manual is written for CRiSTAL Warehouse Management System Release 5.395.1a

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This document aims to provide the users with step-by-step instructions on the functionality of each of the menu options. However, it is not meant as a substitution to the comprehensive training that is conducted as part of the implementation process.

For an overall understanding of CRiSTAL Warehouse Management System, please contact your implementation consultant for assistance or contact CRiSTAL Solutions Pte Ltd at:

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# 1. GET STARTED

Computerised warehousing system has modernised and assists warehouse operation to achieve the level of accuracy and productivity that have long been sought by many warehouse management.

However, the introduction of computer into any operation often result apprehension among the operation floor personnel due to complexity of the system, perceived or otherwise.



CRISTAL Warehouse Management System is conceptualised and designed to overcome the apprehension of the floor personnel by ensure that the front end of the system is as friendly and ease of use as possible.

This is achieved by simplifying the user interfaces with the system and minimise data entry as much as possible, thereby making it simple for the floor personnel.

The system is designed as a user configurable rule-based system that allows the warehouse management and system administration to define and set up the system in accordance to the operational requirement.

The system bases on the defined parameters in directing the operation of the warehouse. However, as it is with any computer system, it is no replacement to the warehouse management. Rather it helps the warehouse management to take care of the routine operation like where a pallet of a specific product is to be stored.

This frees the warehouse management to take care of exceptions and perform the planning required to keep the warehouse operation at its optimal effectiveness and efficiency.





CRISTAL is a GUI based system that incorporated the legacy of text-based system to achieve the friendliness and ease of use that often missing from many other GUI based system. This is achieved by the combined use of the point-and-click approach introduced by Windows and the function keys legacy of text-based system.

Users have the choice of using whichever methods they are more comfortable with.

However, it is important to note that CRISTAL is conceptualised, designed and built on Windows GUI platform rather than being ported from a text-based system that is the origin of many other system. As such, it does not face the ambiguity and inconsistency that is faced by other system.

Although the system is designed to be friendly and ease of use, the System Administrator must first define its parameters.

## 1.1. Version Type

This user manual is prepared for CRiSTAL WMS Release 5.395.1a. To familiar CRiSTAL WMS and User Manual, it is advised that user to check what's the current system version first. This is done on System -> System -> About.



Depending on the upgrading version, Users can still find this User Manual useful should newer version of CRiSTAL WMS is used.





# 1.2. Logging in

To use CRiSTAL Warehouse Management System, a user needs to have a user account and password.

Each user is assigned to a particular Access Group, which control the menu options that user is to have access.

It is the function of the System Administrator to set up and manage the user accounts.



When setting up a User account, the password is allocated by the system automatically or specify by the System Administrator. The Password can be specified as to be required to be changed regularly to enhance system security or be set to non-expiring for the convenient of the user.

On starting the system, the user is prompted to enter the User ID and Password. Each user is given 3 attempts to login. If a user failed to login within the 3 attempts, the User ID will be locked and need to be re-activated by the System Administrator. This configuration is adopted to minimise unauthorised entry.

Users are advised to logout whenever they are not using their workstation.





# 1.3. Action Keys

The action keys for the system is standardised for the whole system, shown on the right vertical of the above screen, to make it easy for the users:

Command Button	Function Key				
1. Clear	F6				
2. Find	F7				
3. Save	F8				
4. Delete	F9				
5. Print	F10				
6. Preview	F11				
7. Return	F12				

Although all the action keys are shown on every options of the menu, not all of them will be available. Those keys that are functional in the module shall be in black while those not available will be greyed.

### 1.3.1. Clear (F6)

**Clear** or press the F6 function key will clear the data displayed of the last selection or input in any screen.

If the displayed data are freshly entered it will lost.

If the displayed data are retrieved from the database, any amendment will not be updated.

## 1.3.2. Find (F7)

**Find** or press the F7 function key will cause the system to retrieve data related to selection criterion specified in search field and display the related information.

## 1.3.3. Save (F8)

Any data entered in any of the WMS windows, whether for a new record or amendment to an exiting record is held in memory buffer at the workstation.

It is updated and saved into the database when the Save button is clicked on or the function key F8 is pressed.

Failure to click *SAVE* and proceed to the next activity will result in the loss of the data displayed on the screen.



Clear - F6



## 1.3.4. Delete (F9)

**Delete** or press F9 function key in any option erases the data or record that is display or selected.

## 1.3.5. Print (F10)

**Print** or pressing F10 prints the selected information in a pre-formatted report template.

## 1.3.6. Preview (F11)

Preview or pressing F11 displays on screen the selected report.

## 1.3.7. Return (F12)

Selection of **Return** or pressing F12 function key causes the screen to return to the main menu screen.

WARNING: If Return is selected before an entry is SAVE, the last input data will be lost.

## 1.4. Navigate Modules and Sub Modules

In CRiSTAL WMS, it facilitate easy search of various functions with the various modular tiers system. When in use, double click the main module, the sub tier shall be expanded with a single click on the + or - box. Alternatively, double click on the sub module. Select the required function with a single click.

This multi-tier system provides a neat orientation of the overall functionality and user access.







## **1.5. Field Name and Control Convention**

In CRiSTAL WMS, fields that are system defaulted are usually with beige background.

If no input is required, the field are usually greyed.

A warning message will be given when saving if any of the mandatory fields is left blank.

The term "click" used in the manual is to be interpreted as pointing with the mouse pointer and click the left button. Alternatively, user can use the equivalent function key.

Menu or command button name when greyed are not applicable to the windows they appear with or not authorised to the user.





# 2. SYSTEM

Under the main System Module, there are sub-module comprises of:

- 1. System
  - ✓ About
  - ✓ System Exit
  - ✓ System Login
  - ✓ System Logout
- 2. Others
  - ✓ Change Password
  - ✓ Messages
- 3. Help
  - ✓ Get Started
  - ✓ How to
  - ✓ Manual



# 2.1. System

## 2.1.1. About

**About** provides information of the authorised licensee, licensor, its contacts and release number. It is important to know which release is the WMS so to facilitate support by Cristal Solutions.

### Step:

- 1. Double click System (main module)
- 2. Double click System (sub-module)
- 3. Select About (Function)







## 2.1.2. System Exit

System Exit provides a one step log-out from the Window. To log into CRiSTAL WMS, click CRiSTAL WMS icon.

## 2.1.3. System Login

System Login provides a one step log-out from CRiSTAL WMS but the system prompts for the user ID and password.

The user must input a valid user ID and password when login in the form as shown:

	STAL Wareh Manag Release	ouse jement System je 5.395 Build 1a						
User ID		ок						
Password		Cancel						
	Database: CRISTAL WMS DEMO							
Copyright ©	1997 - 2007, CRISTAL Solution All Rights Reserved	s Pte Ltd, Singapore.						

Click on the OK button after entering the input. Each character of Password entry will be reflected as asterisk '\*'.

If the user decided not to proceed with the login, he is then to Cancel the login. The system returns to the Window.

## 2.1.4. System Logout

System Logout provides a quick log out from CRiSTAL WMS but the system does not prompt for user ID and password. To proceed, click the "X" on the extreme right corner to return to Window.







# 2.2. Others

## 2.2.1. Change Password

Change Password allow the user to change their password as and when desired. If a user login is the first time or after a password reset by the system administrator, he will be prompted to change his password by the form below

CRISTAL WMS DEMO (DEMO	)				_ 2
SYSTEM System About		Dem	o Syster	n	Clear - F
<ul> <li>System Exit</li> <li>System Login</li> <li>System Logout</li> </ul>					Pind - F
Y Others     Schange Password     Wessloges		000			Save - F
Belp Set Started When To When Values	Change Password	CR	SIZ.		Brint - F
INQUIRY     OPERATION     STOCK MANAGEMENT     DULING	Enter Old Password Enter New Password				Rreview -
REPORTS     IMPORT / EXPORT     ADMINISTRATION	ReEnter New Password	IV	lanagemer	nt System	Delete -
ACCOUNTS       OUSTOMER SERVICE       WII       DEVELOPMENT	Abort	OK Clear			
		This pro CRISTA	duct is licensed to: L Solutions Pte Ltd		
		CRISTAL V Copyi CRISTAL So All Website: V	/MS (Release 5.395.1a) ight © 1999 - 2007 utions Pte Ltd, Singapore Right Reserved www.cristalsolutions.com		
		For sup CRIST Tel: +65 6289 Email : supp	port, please contact: AL Solutions Pte Ltd 7838 Fax: +65 6383 8854 ort@cristalsolutions.com		<u>e</u>
					Return - I
rrent User: Cristal Solutions 1	Change Password	Language: CRISTAL	frmMenuLogo	Database: cwms_demo	

Enter the current password and the new password in the respective field and click OK button. If the user decided not to proceed with the password change, he can





click Abort. If user is not certain about what they have key into the password, Clear to provide quick removal.

### 2.2.2. Messages

This Messages provide notifies and reminds user of messages whereby operation may have failed or to take note. Typical the message (if any) would appears whenever the user log into CRiSTAL WMS otherwise, user can click Message to retrieve the messages.

STEP:

- 1. Click Messages under the System sub-module. System displays any available messages.
- 2. User can Print, Delete All, Delect Select or Remind Me Later. In Remind Me Later, message will appear in the next user log in.

## 2.3. Help

The Help Sub-module provides users with 1<sup>st</sup> level and immediate assistance in an event of doubt.

### 2.3.1. Get started

When double click Get Started, it opens the Window Explorer which display a write-up to assist user to get started. The write up is in PDF format.

### 2.3.2. How To

When double click How To, it opens the Window Explorer which display a write up on Frequent-Ask-Question on mainly operational queries. The write up is in PDF format.

### 2.3.3. Manual

When double click Manual, it opens the Window Explorer which display a write up on User Manual. The write up is in PDF format. It may be expected that the release version of User Manual may not match the same as the actual system release or in some cases, not make available.





# **3. INQUIRY**

Various inquiry functions are provided under the Inquiry menu to facilitate the users to gather and search for information for better management of the warehouse. It does not allow any edit or entry of information into the database.

Under the Inquiry Module, there are sub-module comprises of:

- 1. Inbound
  - ✓ PO Receipt History Query
  - ✓ Purchase Order Query
  - ✓ Receipt Orders Query
- 2. Outbound
  - ✓ Delivery Orders Query
  - ✓ Invoice Query
  - ✓ Sales Orders Query
- 3. Warehouse
  - ✓ Operator Activities Status Query
  - ✓ Real Time Alert
  - ✓ Transport Order Query
  - ✓ Warehouse Operations Status Query
  - ✓ Warehouse Orders Summary Query
  - ✓ Warehouse Utilisation Query
  - ✓ Work Orders Query
- 4. Stock Status
  - ✓ Item Inventory Query
  - ✓ Location History Query
  - ✓ Pallet Histroy Query
  - ✓ Product Definition Query
  - ✓ Product Image Query
- 5. Quality Assurance
  - ✓ QA Query
- 6. Interface
  - ✓ Import / Export Messages







Query

## 3.1. Inbound

Inbound provides information pertaining to creation of inbound data (or Purchase order) and goods receiving.

The inquiries are allowed at both summary or header and details level. User is required to specify the Client that they are making inquiry on.

For user that is authorised to access to only 1 Client, the Client will be defaulted. The user will not be allowed to select other Clients.

The **Print** and **Preview**, when enabled, allow user to print a copy of the queried data that are displayed.

To access Inbound module

STEPS:

- 1. Double click Inquiry to access Inbound sub module
- 2. Double click Inbound to access Inbound functions

## 3.1.1. PO Receipt History Query

PO Receipt History Query provides information of transaction status of all purchase order in the WMS by Product level. Transaction status show includes PO that is available but not released for warehouse, PO that has been released and PO that has been received.





関 CRISTAL Wa	rehouse Manager	ment System	(Demo)									
🚺 PO Receipt	History Query											
Client				F	roduct							Clear - Fb
UNITED		D HOME ENTE	RTAINMENT C	0., LTD	JHE-502	8	5028	Barney is F	Pajama Party			🚧 Find - F7
Purchase Ord	ler											
PO#	Supplier	Company			Referer	nce	UOM		PO Qty	Recei	pt Qty Last R	Save - F8
00000002	UNITED	United Supp	lier		PO		PC		2000		7/18/2	-
0000003	UNITED	United Suppl	lier		PO REF	DEMO 10.12.07	PC		2		12/10,	Print - F10
00000004	UNITED	United Suppl	lier		PO REF	DEMO 10/12 V2	PC		3		12/10,	R
'												Preview - F11
<											>	
Receipt Deta	ils		P									Delete - F9
Trx Date	R	efNo	Warehouse	Location	Pa	allet		UOM		Qty	Qty Mo\	
												_
<											>	Return - F12
												<u></u>
Current User: Crista	al Solutions 1	PO Receipt Histo	ory Query			Language:	CRISTAL	frmQuer	yPOreceipt	Databa	se: cwms_demo	//
🛃 start	2 Windows E	. 🔹 🐻 CRIS	TAL WMS	Enquiry.doo		関 CRISTAL Ware.	Unus	ed Desktop S	hortcuts »	100% -	🖛 🔇 🐻 🔍 🖬	😼 11:48 AM

- 1. Click PO Receipt History Query under the Inbound sub module
- 2. Select Client and Product, using the stroll down.
- 3. Click Find F7 to display the list of all purchase order. To view the Receipt Detail, double click the PO#. If there is not receipt, system will prompt "There is no Receipt against PO".

### 3.1.2. Purchase Order Query

Purchase Order Query provides information of transaction status of all purchase order in the WMS by Client level. Transaction status show includes all purchase order for this selected client.





関 CRISTAL WM	S DEMO (DEMO)								_ & X
🚺 Purchase Or	ders Query								
Client	Order #	¢			Γ	Summary	Details	Delivery Info	Clear - F6
UNITED	- I	•							Find-F7
PO#	Supplier	Reference	Scheduled Receipt	Last Receipt	Status	Order Type	Remarks		
0000002	UNITED	PO			DATA ENTRY	ADHOC			Save - F8
0000003	UNITED	PO REF DEMO 10.12.07			WAITING	ADHOC			
0000004	UNITED	PO REF DEMO 10/12 V2			DATA ENTRY	ADHOC			Print - F10
0000005	PRODUCTION				WAITING	PRODUCTION			
KP00000005	UNITED	TEST			DATA ENTRY	ADHOC	:		Preview - F11
									Delete - F9
								>	Return - F12
Current User: Crista	al Solutions 1	Purchase Orders Query			Language: CRIS	TAL frmQuery		Database: cwms_demo	
🐉 start	3 Windows E>	🤐 👻 CRISTAL WMS U.	🔯 Enquiry	.doc - Mi	CRISTAL WMS I	Unused Deskto	op Shortcuts 🂙	100% - 🔳 🔿 👔	1:05 PM

1. Click Purchase Orders Query under the Inbound sub module

2. Select Client and Order # (optional), click Find-F7. If user select Order #, only such order shall be displayed, otherwise all purchase order under this Client shall be displayed.

3. Double click the PO # line to view the product details under this purchase order.

## 3.1.3. Receipt Order Query

Receipt Order Query provides quick information of all purchase order in the WMS by status level.





関 CRiSTAL War	ehouse Management	System (Demo)						- 7 🛛
🚺 Receipt Orde	ers Query							
Client	Order #	Stat.	as	Date	Cummer	Details	Dolivory Info	Clear - Fb
UNITED	•			12/10/2007 🔹	Summary			🐴 Find - F7
Receipt #	Receipt Date	Doc Ref DAT WAI PUT CLO	A ENTRY ITING AWAY SED	ier Warehouse	Receiving Station Ord	ler Type Operator	Shipment	Save - F8
								Brint - F10
								Preview - F11
								Delete - F9
								E Return - F12
Current User: Crista	Solutions 1 Red	eipt Orders Query		Language: Cl	RISTAL frmQue	ery Da	atabase: cwms_demo	
🛃 start 🔰	3 Windows Ex	- 💽 CRISTAL WM	15 U 🔯 Enquiry.c	doc - Mi 👔 CRISTAL Wa	reho Unused De	esktop Shortcuts 🏾 🎽	100% - 💼 🔿 🔥	1:13 PM

1. Click Receipt Orders Query under the Inbound sub module

2. Select Client, Order # (optional) and Status that the user wish to search by, click Find-F7. If user select Order #, only such order shall be displayed, otherwise all purchase order under this Client shall be displayed based on the Status selected.

3. Double click the PO # line to view the product details under this purchase order.

## 3.2. Outbound

Under Outbound, the system provides query pertaining to all outbound matter incuding Delivery Order, Invoicing, Sales Order Query

## 3.2.1. Delivery Order Query

Delivery Order Query provides information of the delivery status based on Delivery order. Delivery order number is created after picking is done and Delivery Order is confirmed





🔋 CRiSTAL Ware	house Managemei	nt System (Demo)						- 7 🛛
Delivery Orde	rs Query							0
Client	Order #							Clear - F6
UNITED	-	•		Summary	Details	Delivery In	to	M
								Find - F7
Delivery Note	Customer	Name	Delivery Date	Despatch Date	Delivered Date	Delivered Time		
0000003	UNLIMITED	Unlimited Pte Ltd	2/9/2007	2/9/2007	2/9/2007	14:04:39	Ŀ	Save - F8
00000004	UNITED	UNITED HOME ENTERTAINMENT CO., LTD	2/12/2007	11/8/2007			Ē.	
00000005	UNLIMITED	Unlimited Pte Ltd	2/9/2007	11/8/2007				Print - F10
0000006	UNITED	UNITED HOME ENTERTAINMENT CO., LTD	2/13/2007	6/19/2007			<b>-</b>	
0000007	UNLIMITED	Unlimited Pte Ltd	2/10/2007	4/10/2007	4/10/2007	14:53:07	F.	Preview - E11
0000008	UNLIMITED	Unlimited Pte Ltd	2/11/2007	6/19/2007			F.	
0000009	UNLIMITED	Unlimited Pte Ltd	1/25/2007	6/19/2007			F .	
00000010	UNITED	UNITED HOME ENTERTAINMENT CO., LTD	4/11/2007	7/3/2007			F .	Delete - F9
00000011	UNITED	UNITED HOME ENTERTAINMENT CO., LTD	4/17/2007	7/3/2007			F .	
00000012	UNLIMITED	Unlimited Pte Ltd	3/27/2007	7/3/2007			Ē.	
00000013	UNLIMITED	Unlimited Pte Ltd	4/11/2007	7/3/2007			Ē.	
00000014	UNLIMITED	Unlimited Pte Ltd	2/13/2007	7/3/2007			Ē.	
00000015	UNLIMITED	Unlimited Pte Ltd	2/13/2007	7/3/2007			Ē.	
0000016	UNITED	UNITED HOME ENTERTAINMENT CO., LTD	2/11/2007	7/3/2007			Ē.	
00000017	UNLIMITED	Unlimited Pte Ltd	1/18/2007	7/10/2007			Ē.	
00000018	UNITED	UNITED HOME ENTERTAINMENT CO., LTD	3/27/2007	7/10/2007			Ē.	
00000019	UNLIMITED	Unlimited Pte Ltd	4/10/2007	7/10/2007			-	
00000020	UNLIMITED	Unlimited Pte Ltd	5/6/2007	7/10/2007			ī	
00000021	UNITED	UNITED HOME ENTERTAINMENT CO., LTD	5/6/2007	5/6/2007	7/3/2007	00:00:01	Ē.	
00000022	UNLIMITED	Unlimited Pte Ltd	5/6/2007	7/10/2007			•	E
<						>		Return - F12
Current User: Cristal S	Solutions 1 De	elivery Orders Query	Language: CP	RISTAL frmQu	iery	Database: cwms_	demo	
🛃 start	🛅 3 Windows Explo	orer 🔹 🔣 🛚 Micr 🔽 oft Word fo 🔹 👔 CRISTAL V	varehouse	Unused [	esktop Shortcuts	» 87% - 📻		0 📕 2:06 PM

- 1. Click Delivery Order Query under the Outbound sub module
- 3. Select Client and Order # (optional). Order # refers to delivery order number. Click Find-F7. If user leaves Order # as blank, all delivery order shall be displayed.

## 3.2.2. Invoice Query

Invoice Query provides information of the invoice on Client level.







関 CRiSTAL War	ehouse Managemen	t System (Demo)	)						- 7 ×
🚺 Invoices Que	ry								Clear - F6
	Order #					Summary	Details	Delivery Info	
	- 00000099				т			J]	<b>69</b> Find - F7
Invoice No	Invoice date	Invoice Status	Customer	Name		Delivery Order	Sales Order	Delivered Dat	
00000099	4/11/2007	CLOSED	UNLIMITED	Unlimited Pte Ltd		0000005	GLS00002		Save - F8
, in the second s									Print - F10
									Preview - F11
									Delete - F9
								٤	Return - F12
Current User: Crista	Solutions 1	voices Query			Language: CRI	STAL frmQue	ry	Database: cwms_demo	,
🐉 start	3 Windows Explor	rer 🕞 👿 3 Mi	crosoft Word fo	<ul> <li>CRISTAL Wareh</li> </ul>	ouse			92% - 🖝 🔇	2:45 PM

- 1. Click Invoice Query under the Outbound sub module
- 4. Select Client and Order # (optional). Order # refers to Invoice Number. Click Find-F7. If user leaves Order # as blank, all invoice number shall be displayed.

### 3.2.3. Sales Order Query

Sales Order Query provides information of the sales order on Client level.







🔋 CRiSTAL Wareh	ouse Managemen	it System (Demo)						- 7×
🚺 Sales Orders Qi	uery							
Client	Order #	Status	Date		Summary	Details	Delivery Info	Clear - F6
UNITED	<u>•</u>		IRY ▼ 12/10/	2007 💌				<b>∦4</b> Eind - E7
so#	Customer	Name	Pick Date	Delivery Date	Despatch Station	Route	Reference Sta	
GLS00058	UNLIMITED	Unlimited Pte Ltd	10/1/2007	10/1/2007	W101		DA'	Save - F8
								Print - F10
						Ą		Preview - F11
								Delete - F9
								Ē
							>	Return - F12
Current User: Cristal So	lutions 1 Sa	les Orders Query		Language: CR	ISTAL frmQ	uery	Database: cwms_demo	
🛃 start 🔰	🛅 3 Windows Explo	rer 🛛 🗕 🗰 3 Microsoft W	ord fo 👻 👩 CRISTAL W.	arehouse	Unused	Desktop Shortcuts	94% 🖃 🔂 🗟	2:48 PM

- 1. Click Sales Orders Query under the Outbound sub module
- 2. Select Client and Order # (optional). User may select specific status to facilitate easy search. Date option is provided. Click "tick" to specify the date required, otherwise system shall list all items before the date specify.
- 3. Click Find–F7 to list the requested search
- 4. Double click the SO# to list the details.

## 3.3. Warehouse

Inquiry under warehouse sub module includes operational enquiry such as operator activities, warehouse operation status, warehouse utilisation, work order status etc

## 3.3.1. Operator Activities Status Query

Operator Activities Status Query provides every minute update of the operator(s) activities in the form of Bar Chart or table.







関 CRiSTAL Warehouse Manag	gement System (Demo)					_ 7 🛛
Operator Activities Status	Query					Clear - E6
Warehouse Star WHSE1 12/	t Date End Date 10/2007 12/10/2007	Auto Refra	esh Approx. Every Minute 10 15:00:44	il <b>i</b> Bar Chart	Refresh	Find - F7
Check In	Putaway Re	eplenishment	Relocation	Picking	Others	Save - F8
Operator	Movement		Assigned	Completed	TOTAL	
	Picking		0	3	3	Print - F10
						Rreview - F11
						X Delete - F9
						Return - F12
Current User: Cristal Solutions 1	Operator Activities Status Que	ery	Language: CR	ISTAL frmKPIOperator	Database: cwms_demo	
🛃 start 📄 3 Window	is Explorer 🔹 👿 3 Microsoft	Word fo 🔹 関	CRISTAL Warehouse	Unused Desktop Short	cuts * 99% - 🔳 🔿 🚮	з 📕 3:00 РМ

- 1. Click Operator Activities Status Query under the Warehouse sub module. The system shall display the todate's status page.
- 2. Select Warehouse, Start Date and End Date. Click Refresh. The system displays the operators activities and the various warehouse operation in the table.
- 3. Click Bar Chart, the system display the activities of the various operators per the activities specified.







## 3.3.2. Real Time Alert

The primary objective of Real Time Alert is to monitor the database for new receipt and sales orders in an operation where the receipt ASN and sales orders are being updated via EDI.

In addition, the function can be configured to send an email to a user to alert him / her of incoming orders. (Build 5.394.33 and later)

In addition, it assist the warehouse operation to monitor on a real time basis sales orders that are due for picking and trigger supervisors for required actions by playing an audio sound.

The function provides information on the number of orders that is awaiting further actions:

- 1. Receipts
  - a. Receipt ASN received
  - b. Incoming shipment that is currently in Receiving
  - c. Receipt that is checked in pending Putaway
- 2. Sales Orders
  - a. Waiting for picking
  - b. In the Picking process
  - c. Picked waiting for creation delivery order





- 3. Delivery Notes
  - a. Waiting for loading
  - b. Loaded waiting for despatch Despatching
  - c. Despatched waiting for confirmation

関 CRiSTAL Warehouse Man	agement System (Demo)						
🚺 Real Time Alert							
Client		12		Incoming	NEW or	lers	Clear - H6
ALL	•	R#STAL	Туре	Client	Order Numb	er D	Find - F7
Warehouse	10 D	ecember 2007				i.	Save - F8
WHSE1	•	•					Print - F10
Last Update		141					Preview - F11
3:13:00 PN	M	15:13:15 6 1					Delete - F9
Dessints	Calas Ordara	Delivery Neter				>	
ASN	Waiting	Waiting	S	ales Orders	DUE for F	Picking	
			Туре	Client	Order Numb	er D	
1	1	39	S	CANON HI-T	KSO000006	) 2	
Receiving	Picking	Despatching				i.	
3	1	0					
Putaway	Picked	Despatched					
3	0	24					
			<			>	Return - F12
Database : cwms_demo	True						
Current User: Cristal Solutions 1	Real Time Alert		Langu	age: CRISTAL frmF	RealTimeAlert	Database: cwms_demo	11.
🛃 start 📄 🗈 🕯 Windo	ws Explorer 🛛 👻 3 Micros	oft Word fo 👻 🚺 CRISTAL	Warehouse	Unuse	d Desktop Shortcuts ×	100% - 🔳 🔇	🕤 📕 3:13 PM

The analogue clock show the current time based on the workstation clock setting. The date shown in the clock is today date and at the lower right corner is the time interval in minutes that the system refreshes the screen display.

The New Orders lists new receipt ASN and sales orders that have been created in the 30 minutes (default – user configurable).

The Sales Orders DUE are sales orders in WAITING that is due to be picked, taking into consideration the advance picks that the operation practise. (Default 1 day in advance – user configurable)

### STEPS:

- 1. Click Real Time Alert under the Warehouse sub module. The system shall display all orders that are due to be performed as of 'todate".
- 2. Select Client (optional) and Warehouse (optional), otherwise, system is defaulted to All Client and pre-selected Warehouse.





3. Click the required overdue activities and the right column shall display the header.

Receipts	Sales Orders	Delivery Notes	Receipts - ASN
ASN	Waiting	Waiting	Type Client Order Number D
1	1	39	R UNITED GL000027 7
Receiving	Picking	Despatching	
3	1	0	
Putaway	Picked	Despatched	
3	0	24	

Click the header and an inquiry screen shall pop out to display the detail of such due order

				CRISTAL Warehos	se Managemer	rt System (De	mo)							
				Receipt Orders Q	uery									_ D_
				Client	Order #		Status	Date		- 9. mm3	~ 0	white (	Telsery Infr	Child-PB
	1,000			UNITED	■ GL000027		DATA ENTRY	■ □12/	10/2007 💌	1				A Findu F7
				Receipt #	Receipt Date	Doc Ref	Status	Suppler	Warehouse	Receiving	Order Type	Operator	Shipment	
Type	Client	Order Number		GLC00027	7/18/2807	ASN	AGN ENTRY		weeks	W101	MANUAL			Saver FB
1.15		or der Hamber												45
		CI 000027	5											Print - F10
ĸ	UNITED	GLOUUU27	1											D.
		N												Preview - F11
														Delete - FR
				10.00									2	neud - P12
			>	Current User : Cristal Solut	tona 1 Res	alpt Orders Qu	rγ		Language: G	RISTAL F	inQuery	Datub	ane: crvms_dano	
			_	 🐮 start 👘	Notice Follow		Menned time in	- Maria	Washings	10	rand Tanàtan S	hortouts <sup>10</sup>	05 -	S. S. Server

NOTE: Avoid keeping the function running in the background as it is resource intensive due to the requirement to constantly monitor change to the database.

## 3.3.3. Transport Orders Query

Transport Order Query provides the details on transported goods and transporter information





関 CRiSTAL Ware	house Management	System (Demo)					
Transport Orc	lers Query						
Client	Order #				Dataila	Delivery Jefe	Clear - F6
UNITED	•	•		Summary	Details	Derivery Into	M
							Find F7
Transport Order	s Order Status	Pickup Name	Deliver Name		Pickup Date/Time	e Deliver Da	
0000006	DATA ENTRY	Test	Test		25/06/2007 12:3	3 25/06/200	Save - F8
0000007	DATA ENTRY	Test	Test		05/11/2007 00:0	0 05/11/200	
0000008	DATA ENTRY	Warehouse 1	United Supplier				Print - F10
0000009	DATA ENTRY	Warehouse 1	Unlimited Pte Ltd		15/11/2007 00:0	0 01/10/200	
00000010	DATA ENTRY	Warehouse 1	Unlimited Pte Ltd		15/11/2007 00:0	0 07/05/200	Rreview - F11
00000011	DATA ENTRY	Warehouse 1	Unlimited Pte Ltd		15/11/2007 00:0	0 07/05/200	
							Delete F9
							Delete - Fo
							<b>E</b>
						>	Return - F12
Current User: Cristal S	Solutions 1 Tran	sport Orders Query	Language: CRI	STAL frmQue	ry D	atabase: cwms_demo	11.
🛃 start	a Windows Explorer	r 👻 🐺 3 Microsoft Word fo 👻	CRISTAL Warehouse	Unused D	esktopShortcuts 🎽	100% - 💼 🔇	3:43 PM

- 1. Click Transport Orders Query under the Warehouse sub module.
- 2. Select Client and Order # (optional) and click Find-7, otherwise, system shall display all order.
- 3. Double click the Transport orders line and the system display the details automatically.

## 3.3.4. Warehouse Operations Status Query

Warehouse Operations Status Query provides the status on the various warehouse operations namely Check In, Putaway, Picking, Replenishment, relocation and others based on the warehouse and the date range determined by the user.









- 1. Click Warehouse Operations Status Query under the Warehouse sub module. The system shall display current operational status based on the defaulted warehouse.
- 2. Select Warehouse, Start Date and End Date of the required parameter. Click Refresh to load the new display. The screen auto refreshes every one minute.
- 3. Click Chart Off to view the operational status in table form.







CRiSTAL Warehous	e Manageme	ent System (D	emo)						
🚺 Warehouse Operat	tions Status	Query							Closer, F6
Warehouse	Start Da	te	End Date	Auto Refresh	Approx. Every Minute		<b>u</b> ,	à	
WHSE1	12/10/2	2007	12/10/2007	▼ 10 Dec 2007	16:13:03 -		Chart On	Refresh	Find - F7
-Warehouse Tasks	Summary (	Specific)					Purchase Order	s (All Whses)	
Warehouse Activi	ities	Unassig	ned Assigned	d Completed	TOTAL		Data Entry	3	Save - F8
DESPATCH			0	0 0	0		Waiting	2	4
PICKING			0	2 3	5		Receiving	0	Print - F10
PUT AWAY			0 1	1 1	12		Closed	0	Review F1
							TOTAL	5	
							Sales Orders (S	pecific)	Delete - E9
							Data Entry	1	
							Waiting	1	
							Back Order	1	
							Closed [	0	
	(6)	·C-)					TOTAL	3	
-work Urders Sum	Mary (Speci Assigned	micj In	Progress	Closed	TOTAL		Delivery Orders	(Specific)	
Putaway		2	1		0	з	Plts Pending	0	
Picking		1	0		3	4	Plts Delivering	65	
Replenishment			0	,	0	0	Plts Delivered	0	
Relocation			0		0	0	DO Delivered	0	Ē.
									Return - F12
Eurrent User: Cristal Solutio	ons 1 V	/arehouse Opera	tions Status Query		Language: CRISTAL	frm	KPIWhseActivity	Database: cwms_demo	
🛃 start 🔰 🗀 s	Windows Expl	orer 🚽 👿	3 Microsoft Word fo	CRISTAL Warel	nouse	Unuse	ed Desktop Shortcuts	» 100% - 🔳 🔇	🔥 📕 4:13 PM

## 3.3.5. Warehouse Orders Summary Query

Warehouse Order Summary Query provides the summary status on the various orders pertaining to the warehouse operations namely Purchase, Receipt, Sales, Delivery and Transport orders. Once again, it is based on the selected warehouse, client and the date range determined by the user.





関 CRiSTAL Ware	house Managem	ent System (D	emo)										
🚺 Warehouse Or	ders Summary (	Query											
Warehouse	Client	s	tart Da	ate	En	d Date		Auto Refresh .	Approx	. Every Minut	be [		Clear - Fb
WHSE1	▼ ALL	•	12/10/2	2007	▼ 11	2/10/2007	•	10 Dec 2007	16:14	:46	[ 	fresh	两
Ľ							_						FING - F7
Order Summa	ry												
Document Type	Order Type	Number of Order		<sup>70</sup> T								70	Save - F8
PURCHASE	DATA ENTRY	3										- 60	Brint - E10
PURCHASE	WAITING	2		۳T									
RECEIPT	ASN ENTRY	1										50	
RECEIPT	DATA ENTRY	3		" T								- 30	Preview - F11
RECEIPT	PUTAWAY	3	ders	40								40	X
SALES	BACK ORDER	1	of On	70 T									Delete - F9
SALES	DATA ENTRY	1	per	30 L				_				- 30	
SALES	DESPATCHED	28	E N	" Т									
SALES	DESPATCHING	38		20 L								- 20	
SALES	PICKING	1		20 T								20	
SALES	WAITING	1										10	
DELIVERY	LOADED	24		" T									
DELIVERY	WAITING	40											
TRANSPORT	DATA ENTRY	6		0 †	PURCHASE	RECEIPT		SALES	1	DELIVERY	TRANSPORT	. † "	
				DATA	ENTRY	F	ICKED	IN TRANSIT		DELETED	)		
				WAIT	ING / BACK ORD	ER C	ESPAT	CHED / LOADED					
				PICKI	NG / PUTAWAY (		LOSEE	I					E F12
·													retum - r 12
Current User: Cristal S	iolutions 1	Warehouse Order	s Summ	ary Qu	iery		Langu	age: CRISTAL	frm	<pre>KPIOrder</pre>	Database	e: cwms_demo	
🛃 start	🗎 3 Windows Exp	lorer 👻 👿	3 Micro	osoft W	/ord fo 👻	関 CRISTAL Wareh	ouse		Unuse	ed Desktop Shor	tcuts » 100	% <mark>- 🔳 🔇</mark>	0 4:15 PM

- 1. Click Warehouse Order Summary Query under the Warehouse sub module. The system shall display current order status based on the defaulted warehouse.
- 2. Select Warehouse, Client, Start Date and End Date of the required parameter. Click Refresh to load the new display. The screen auto refreshes every one minute.

## 3.3.6. Warehouse Utilisation Query

Warehouse Utilisation Query provides the user the overall view of its selected warehouse utilisation by Aisle, Zone, Location and Summary level.









- 1. Click Warehouse Utilisation Query under the Warehouse sub module. The system shall display current order status based on the defaulted warehouse.
- 2. Select Warehouse and choice of Aisle, Zone, Location and Summary and click Refresh. The screen auto refreshes every one minute.

## 3.3.7. Works Order Query

Works Order Query provides the work order status of the warehouse. The work order refers to the Picking and putaway tasks,





関 CRiSTAL Wa	rehouse Manager	nent System (Demo)						
🚺 Works Orde	rs Query							
Warehouse	Order (	#				Detaile	Daliumu Iafa	Clear - F6
WHSE1	•	•			Summary		Derivery Info	#
								Find - F7
wo#	Assigned To	Max Tasks	Tasks Assigned	Status	Date Created	_		
00000084	CRISTAL1	2	2	IN PROGRESS	5/11/2007	_		Save - F8
00000118	CRISTAL1	99	2	ASSIGNED	10/1/2007	_		<b>4</b>
00000126	CRISTAL1		6	ASSIGNED	11/30/2007			Print - F10
00000129	CRISTAL1		4	ASSIGNED	11/30/2007			
								Preview - F11
								Nelete - E9
								E Deturn E13
Current User: Crista	al Solutions 1	Works Orders Query		Language: (	CRISTAL frmQuer	y C	atabase: cwms_demo	
🛃 start	3 Windows E>	plorer 👻 👿 3 Microsofi	t Word fo 👻 関 CR	iSTAL Warehouse	Unused De	sktop Shortcuts 🏾 🌺	100% - 💼 🔇	🕁 📕 4:39 PM

- 1. Click Works Orders Query under the Warehouse sub module.
- 2. Select Warehouse and Order # (optional). Click Find-F7.
- 3. Double Click selected WO# to display the details of the work order.

## 3.4. Stock Status

Under Stock Status, it provides search features for items inventory, location history, pallets etc

## 3.4.1. Item Inventory Query

Item Inventory Query provides stock information, details and transaction summary.





🖲 CRISTAL WMS DEMO (DEMO)										
🚻 Item Inventory Query										
Client Item	Code				Stock S	tatus	Stock De	tail	Matrix	
				-	Trx De	tail	Trx Summ	ary P	urchase Detail	64) Find - F7
Item Description					Receipt I	Detail	Sales Ord	lers A	ttribute Query	
					Serial Q	uery	US Pick	·s	US Putaway	Save - F8
Start Date End Date		_ O Sor	t by Qty		🖲 Sort by Dat	e	Customer		~	
12/1/2007 12/11/2	007	🚽 <sub>© Sor</sub>	t by Locati	on (	C Sort by Loc	ation			~	Print - F10
				1	1					
Item Description	UOM	Quantity	01	02	B01	DMGD	EX			Preview - F1
										Delete - F9
										Ē
										Return - F12
Current User: Cristal Solutions 1	Item Invento	rv Ouerv			Lani	uage: CRIST.	AL frmOuer	vītem	Database: cwms. demo	
y start 🔐 Window	2 Wind.		Micro 👻	Connecti		AL Unu	sed Desktop Short	cuts <b>* 98%</b>		🗐 🌮 11:27 AM

- 1. Click Item Inventory Query under the Stock Status sub module.
- 2. Select Client and Item Code using the drop down bar. A list of items for the client selected shall be displayed. Click required item and Select.





関 CRISTAL	WMS DEMO (DEMO)									_ = ×
🚺 ltem Inv	ventory Query									
Client	Item	Code			Stock Status		Stock Detail		Matrix	Clear - F6
UNITED	ITEM Help List			X				1	🔀 Detail	4
Item Des	Item Code	De	escription				Alternate Co	ode	Query	Find - F7
	2345PRO	Pro	oduct 23455							Save - F8
Start Date	AI-13791	AI	-13791						-	
12/1/20	CHT-1650	PD	XMA IP6220D	USCD1.0						Print - F10
	PROD001	PR	OD001							
Itom Desc	PROD002	PR	OD002				BLNCCU			Preview - F11
Terribesc	SERIAL01	Se	rial Number (	Control 01					_	
	SERIAL02	Se	rial Control 0	2					_	
	SET00001	SE	T 00001						_	Delete - F9
	UHE-5028	50	28 Barney is l	Pajama Parl	ty				_	
	UHE-5373	53	73 He Loves I	Me He Love	s Me No 34				_	
	UHF-2143	Th	is is a Rock						_	
	Selected Value									
							s	elect		
							C	ancel		
				_		_		_		
										Return - F12
Current User:	Cristal Solutions 1	Item Inventory Que	ry		Language: (	CRISTAL	frmQueryItem		Database: cwms_demo	
🐉 start	🔠 🤼 Window	🗀 2 Wind 🔹	👿 2 Micro 👻	Connecti	関 CRISTAL		sktop Shortcuts 🂙	98%		🗐 🍻 11:26 AM

User can continue to use features such as Stock Details, Transaction Details etc make available on the right top of screen

CRISTAL WMS DEMO (DEMO)										_ 7
i Item Inventory Query					/					3 0
Client Iter	n Code				Stock S	tatus	Stock D	etail	Matrix	Clear - I
	-5028			•	Trx De	tail	Trx Sum	mary	Purchase Detail	14
Item Description					Receipt	Detail	Sales Or	ders	Attribute Query	Find - f
5028 Barney is Pajama Party					Serial Q	uery	OS Pic	ks	OS Putaway	
Start Date End Date 12/1 /2007	19 2007	C Sor	rt by Qty rt by Locatio	on (	© Sort by Da	ie <b>s</b> ation	Customer	Γ		Save - Print - F
Item Description	UOM	Quantity	01	02	B01	DMGD	EX		ر ا	Preview
ON HAND	PC	1976	1898	48			30			X
AVAILABLE	PC	1918	1840	48			30			Delete -
FREE (for new orders)	PC	1918	1840	48			30			
ON ORDER	PC	2005	2005							
IN TRANSITS / ASN	PC	1500	1500							
RECEIVING / Checking In	PC	0								
Awaiting PUTAWAY	PC	210	210							
RESERVED for customers	PC	0								
SALES / Customer Orders	PC	0								
Allocated for PICKING	PC	58	58							
PICKED awaiting despatch	PC	0								
										Return -
urrent User: Cristal Solutions 1	Item Invento	ry Query			Lan	guage: CRIST	AL frmQu	eryItem	Database: cwms_demo	_
🛃 start 💦 😣 Window	2 Wind.		Micro +	Connecti	🛛 関 CRIST	AL Unu	ised Desktop Sho	rtcuts »	98% - 🗰 🔇 🖬 🖏 🍢	🗐 🍰 11:27





## 3.4.2. Location History Query

Location History Query provides information of the location status and history transaction of the specified storage location. For search by Status, user can use the main search category such as All, Occupied, Empty and PickFace options whereas search by History, the system provides the Start and End Date so that user can specify the period of history to be searched.



Broadly speaking, under the Status search, the screen is divided into 2 search method, namely the graphical representation on the left column and buttons on the top right of the screen. The graphical search method allow user to click and zoom down to the specific location and display its content whereas the button method allows user to view the summary of the general category.






Location History Query				Day	ton onti			Clas
Query Option Ware	nouse	Locatio	on (pattern)	Required Locat	tion Status	n		
Status History WHSt	1	•			Occupied	Empty	PickFace	Fin
WHSE1 Warehouse	S/No	Location	Client	Product	Qty Received	Qty Available	Qty Booked	7
	1	3A010301	UNITED	PROD002	50	46		1—
	2	3A010501	UNITED	SET00001	2		0	Print
representation	3	3A010502	UNITED	UHE-5028	300	300	0	
🖆 🏭 ZA Aisle		3A010502	UNITED	UHE-5373	500	333	0	Dravi
	5	3A010502	UNITED	UHE-5373	290	290	0	Previ
	6	3A010502	UNITED	UHF-2143	200	200	0	
	7	3A020101	UNITED	UHE-5028	30	30	0	Delet
	8	3A020101	UNITED	UHE-5373	200	190	0	
	9	3A020102	UNITED	UHE-5373	300	300	0	
	1	3A030201	UNITED	PROD002	30	4	0	
	1	3A030401	UNITED	2345PRO	50	50	0	
	12	AA010101	UNITED	CHT-1650	300	266	0	
	13	AA010102	CANON HI-T	NEW ITEM	69	39	0	
	14	AA010201	UNITED	PROD001	60	58	0	
	15	AA010201	UNITED	UHE-5028	50	50	0	
	16	AA010502	UNITED	UHE-5373	20	20	0	
	17	AA010601	UNITED	SERIAL01	2	1	0	
	18	AA010702	UNITED	PROD001	100	100	0	
	19	AA010702	UNITED	PROD001	100	67	0 🗸	
							>	Retu
	[							

- 1. Click Location History Query under the Stock Status sub module.
- 2. Select either the Status or History depending what the user wish to search by

If search for location Status using Button option

3. Click Status, select Warehouse and choice of category of status (i.e All, Occupied, Empty or Pickface option), click FindF-7

If search for location Status using Graphical representation,

3. Click choice of location on the left and the details of the storage shall be display on the right





ocation History Query									Clear - F6
Juery Option Ware	ehouse	Location	n (pattern)		Required Locat	ion Status			
Status History WH9	3E1	•		•	All	Occupied	Empty	PickFace	🐴 Find - F7
WHSE1 Warehouse	s,	/No Location	Client	Product		Qty Received	Qty Available	Qty Booked	Save - F8
3,310101 (0)		1 3A010301	UNITED	PRODUC	12	50	46	0	
3A010102 (0)		2 3A010501	UNITED	SETOOO	01	2	2	0	Drint F1
3A010201 (0)		3 3A010502	UNITED	UHE-502	28	300	300	0	
- 👍 3A010301 (<25)		4 3A010502	UNITED	UHE-53	73	500	333	0	Q
		5 3A010502	UNITED	UHE-53	73	290	290		Preview -
3A010401 (0)		6 34010502		UHE-214	43	200	200		
🚽 3A010501 (<25)		7 34020101		UHE-502	28	30	30		Delete - F
		9 24020101			70	200	100		
3A020102 (<100)		0 24020102			70	200	200		
- 🔔 3A020201 (0)		9 34020102			no	300	300		
3A020202 (0)		10 3A030201			~	30	4		
3A020302 (0)		11 3AU3U4U1	UNITED	2345PR		50	50	0	
- 🛄 3A020401 (0)		12 AA010101	UNITED	CHT-16	50	300	266		
3A020402 (0)		13 AA010102	CANON HI-T	NEW IT	EM	69	39	0	
3A020502 (0)		14 AA010201	UNITED	PRODUC	1	60	58	0	
		15 AA010201	UNITED	UHE-502	28	50	50	0	
3A030102 (0)		16 AA010502	UNITED	UHE-53	73	20	20	0	
		17 AA010601	UNITED	SERIALO	01	2	1	0	
- 🛄 3A030301 (0)	:	18 AA010702	UNITED	PRODUC	1	100	100	o	
		19 AA010702	UNITED	PRODUC	1	100	67	0 🗸	Ē
3AU30401 (<25)	~ <							>	Return - F
ent Licer: Cristal Solutions 1	Locatio	n History Query			Language: C	PISTAL frmO	ervl ocation	Database: cums domo	
ne oson enservoiduons I	Locatio		-	_	Language: C		Jory Location		

Under the History search, the system provides the Start and End Date for the user to specify the history period.







関 CRiSTAL Warehouse N	lanagement System	(Demo)					
Location History Quer	ту						Clear - F6
Query Option	Warehouse	Location		Start Date	End Date	Sort By	
Status History	WHSE1	▼ 3A010502	•	11/11/2007 -	· 12/11/2007	Date	Item Find - F7
WHSE1 Warehouse	Trx Date		Product	UOM	Qty	Qty Moved Moven Type	ent Save - F8
AA Asie     AB Aisle     BB Aisle     OA Aisle							Print - F10
⊡- <b>III</b> ZA Aisle							Preview - F1
							Delete - F9
							Return - F12
Current User: Cristal Solutions 1	1 Location Histo	ry Query		Language: CRISTAL	frmQueryLocation	Database: d	wms_demo
🛃 start 🛛 🔮 🕬	Documents a 🛛 🥪 i	5() ()	🚺 CRISTAL Wareh	CRISTAL WMS U	Unused Desktop Sho	ortcuts <b>* 97%</b>	- 💶 🔇 🖬 🔂 2:29 PM

1. Select the Warehouse, location and Start and End Date, click Find F-7. Alternatively, click on the graphical representation.

# 3.4.3. Pallet History Query

Pallet History Query provides information of the current pallet status and history transaction of the specified pallet. The system displays the items being stored on the pallet specified.





🔋 CRiSTAL Warehouse Managem	ient Systen	(Demo)						- 7 🛛
Pallet History Query								Clear - F6
Query Option Warehous	e	Pallet #						
Status History WHSE1	•	3A010301	-	1				<i>M</i>
		- ,		4				Find - F7
WHSE1 Warehouse	A Iter	n No	UOM	Status	Qty Avail	Qty Rcvd	Qty Booked Rece	
3A010301								Save - F8
	PRO	D002	PC	AVAIL	46	50	0 1/30	
								Brint F10
😭 UNITED000211								D.
- 🕤 UNITED000212								Preview - E
UNITED000213								
UNITED000215	=							
								Delete - FS
UNITED000238								
- 🗊 UNITED000239								
🗂 UNITED000242								
- 😭 UNITED000245								
- 🗊 UNITED000246								
- 10 UNITED000252								
UNITED000253								
UNITED000254								
UNITED000258								
UNITED000259								
- 🕤 UNITED000260								
😭 UNITED000261								Ē
UNITED000262	✓ < < < < < < < < < < < < < < < < < < <						>	Return - F12
Surrent Licer: Cristal Solutions 1	Dallet History	Ottany		Language: C	DISTAL frmC	uaryDallat	Database: sums demo	.]
tamenic oser: cristal bolutions 1	Fallet history	Query		Language: C		ueryrallet	Database: twins_demo	
Start 🔡 C:\Documents	sa 🛛 🥯	E:\	CRISTAL Wareh	CRISTAL WI	MS U Unused		97% 🖓 – 💶 🔍 🚽	= 💽 2:37 PM

#### Search by Status

STEPS:

- 1. Select Status.
- 2. Select Warehouse and pallet #, click Find F-7. Alternatively, click from the graphical representation.

#### Search by History

- 1. Select History
- 2. Select Warehouse and pallet #. Select the Start Date and End Date, click Find F-7. Alternatively, click from the graphical representation





🔋 CRiSTAL Wareh	iouse Management S	System (Demo)					_ 7 🗙
Pallet History (	Query						D
Oursey Oution	të lavala e va a	Dellet #		Charth Date	End Data	Canthu	Clear - F6
Query Uption	vvarenouse	Pallet #		Start Date	End Date		44
Status Histo	BRY IVVHSET		<b>_</b>	11/11/2007	12/11/200/	Date Item	Find - F7
WHSE1 Wareh				November 20	07 .		
- 3A010301	10030	Trx Date	Item No	Sun Mon Tue Wed Th	ul Fri Sat Qty	Qty Moved Movemen	Save - E8
- 🕄 3A010501				28 29 30 31 1	2 3		
	0199			4 5 6 7 8	9 10		4
	1203			18 19 20 21 22	2 23 24		Print - F10
	0211			25 26 27 28 29	9 30 1		
- 🗊 UNITEDOOD	0212			2 3 4 5 6	7 8		Proview - F11
	0213			<b>O</b> Today: 12/11/2	2007		
	1215						X
	1224						Delete - F9
UNITEDOOC	1233						
- 🕄 UNITEDOOC	1236						
	1238						
	J239 1949						
	1245						
UNITEDOOC	1246						
- 🕄 UNITEDOOC	1252						
	)253						
	)254 )255						
	1256						
UNITEDOOC	0257						
- 🕄 UNITEDOOC	)258						
	1259						
	J26U						<b>•</b>
	1262					>	Return - F12
_							
Current User: Cristal Sc	olutions 1 Pallet	: History Query		Language: CRISTAL	frmQueryPallet	Database: cwms_demo	
🛃 start	😬 C:\Documents a	🧇 E:\	関 CRISTAL Wareh	CRISTAL WMS U	Unused Desktop Shortcuts	» 97% - 🚘 🔇 📲	2:40 PM

# 3.4.4. Product Definition Query

Product Definition Query allow users to view how are the product being configured into the WMS and its set up. It is particularly useful when in an event, the user has any difficulties to manage the product during receiving, putaway and picking logic etc. The system therefore blocks the SAVE as it does not accept edit in the Inquiry Module.

Search is by Product ONLY. User can find useful information concerning the searched products such in its Basic Product Definition; Inventory Management Parameters and Pick Faces, Bar Code Conversion.





Product Definiti	on Query								
Client	Item Code			[	Mandatory	Advand	ed	Advanced 2	Clear - F6
UNITED	▼ UHE-5028			•					44
Item Description				_	Picktaces	Preter Loo	ation	UDF Attribute	Find - F7
5028 Barney is Pa	ajama Party			-	Stock Owners	Supplier	SKU	Stock Query	
Mandatory Prod	luct Definition ——			-Stock Cor	ntrol Parameters		Assigne	d Storage Zones	Save - F8
Product Class	Alternate Co	de		E Batch T	iracking 🔲 Mfg Da	ate			
ASSEMBLY	•		▼ ?	Lot Tra	cking 🔽 Expiry	Date	Zone		Print - F10
Product Status	Substitute Ite	em		T Item Si	ze Shelf Life	Pre Alert	GENERAL		
ACTIVE	•			E Item Co	720	60	HP		Preview - F1
Receipt Grade	Density Sequ	ience Stad	k Factor	E Item Cl	ass 🗖 Multi F	PrePack Otv			
01	▼ 192901	•	1		r E Countr	w of Origin			Delete - F9
Bonded Prod	Net Weight (	Unit) Nest	ting Factor	E Stock C	wner	y or origin	Available 3	Zones	
		0.7 1.0	00 •	E Dimons	viene Serial Nu	mber Elaci		•	
I Auto Zoning				) Dimens					
				C Weight			Remov	/eAdd	
Packaging UOM I	Definition 1. All me	asurements pe	r unit Packing	2.UOM (	cannot be changed wi	hen active —			
Packing	Qty UOM	Height (mm)	Width (mm)	Depth (m	im) Volume (m3	i) Wei	ght (kg)	Level Level	
PALLET	12 CTN	1800	1200	12	200 2.592000	0	1000	Calculata	
CTN	30 PC	500	600	ť	500 0.180000	0	20	Calculate	
PC	1 PC	150	200	:	120 0.003600	0 0.5	000000	Remove	
								Update	
Packaging	Pkg Quantity U	OM	Height (mm)	Width (	mm) Depth (mm)	Volume (cu.	m)	Weight (kg)	
-		-							Return - E12
rrent User: Cristal Solu	itions 1 Produc	t Definition Ouerv			Language: CRIST	AL frmProd	uct	Database: cwms demo	-1
		,							

# 3.4.5. Product Image Query

Product Image Query allows user to view the pictures of the product that they select. It also provides the option of viewing the Stock details of the selected item.







Liproduct Image Query     Client     Product     Description     Standard View     Clear. FB     United     Standard View   Clear. FB     United     Standard View     Clear. FB     United     Standard View     Clear. FB        Clear. FB <th>関 CRiSTAL Wa</th> <th>rehouse Management System</th> <th>ı (Demo)</th> <th></th> <th></th> <th></th> <th>- 7 🛛</th>	関 CRiSTAL Wa	rehouse Management System	ı (Demo)				- 7 🛛
Client Product Description     Standard View Classic View     Standard View <th>Product Ima</th> <th>ge Query</th> <th></th> <th></th> <th></th> <th></th> <th></th>	Product Ima	ge Query					
Image lie   Sheedo/SHI-0166.jrg     Sheedo/SHI-0166.jrg     Image lie     Image lie     Sheedo/SHI-0166.jrg     Image lie     Image l	Client	Product	Description		Standard View	Classic View	Clear - F6
Image File   Shitesida/SHI-0166.jpg     Sitesida/SHI-0166.jpg	UNITED	▼ UHE-5028	5028 Barney is Pajama	Party	Lein I		44
SheeddySH-0166.pg	Image File						Find - F7
Show only items with images   Image: Cristal Solutions 1     Point: Fill     Show only items with images     Image: Cristal Solutions 1     Point: Fill     Image: Cristal Solutions 1  <	Shiseido/SHI-C	)166.jpg				RY 3	Save - F8
Site ILAPUS throw Grig         Image: Site ILAPUS throw Grig         Image: Site ILAPUS throw Grig         Image: Site Status         Other Status         Other Order         Stock Details   Turrent User: Cristal Solutions 1          Yodut Image Query       Language: CRISTAL       Image: Detabase; coms_demo							Print - F10
Image: Cristal Solutions 1       Product Image Query       Image: CRISTAL       Frage: Cristal Solutions 1       Patabase: cumms_demo		Sitt of Life	UC ITAND BAG	6			Preview - F11
Image Status       Show only items with images         Item Stock Status       Qty On Order         Qty Available       Qty Receiving         Qty Available       Qty Awaits Despatch         Qty Picking       Qty Awaits Despatch         Qty Free for Order       Stock Details         Image Query       Language: CRISTAL       rmQryItemImage       Database: cwms_demo				1. Percia			Delete - F9
Item Stock Status         Qty On Hand       Qty On Order         Qty Available       Qty Receiving         Qty Available       Qty Receiving         Qty Picking       Qty Awaits Despatch         Qty Picking       Qty Awaits Despatch         Qty Picking       Stock Details         Return - F12         Zurrent User: Cristal Solutions 1       Product Image Query         Language: CRISTAL       rmQryItemImage       Database: cwms_demo		01			Show only items with the second se	h images	
Qry On Hand       Qry On Order         Qty Available       Qty Receiving         Qty Available       Qty Receiving         Qty Picking       Qty Awaits Despatch         Qty Picking       Qty Awaits Despatch         Qty Free for Order       Stock Details         Zurrent User: Cristal Solutions 1       Product Image Query         Language: CRISTAL       rmQryItemImage       Database: cwms_demo	S.	4 h			Item Stock Status –	Oti Or Orter	
Qty Available       Qty Receiving         Qty Available       Qty Receiving         Customer Ordered       Reserved         Qty Picking       Qty Awaits Despatch         Qty Free for Order       Stock Details         Current User: Cristal Solutions 1       Product Image Query	11	Margin Margin			guy On Hanu		
Qty Picking       Qty Awaits Despatch         Qty Picking       Qty Picking         Qty Picking       Qty Picking         Qty Picking       Qty Picking         Qty Picking       Qty Picking         Qty Picking	YL 1/	The second			Dtv Available	Oty Receiving	
Customer Ordered Reserved Qty Picking Qty Awaits Despatch Qty Picking Qty Awaits Despatch Qty Free for Order Stock Details Customer Ordered Reserved Qty Picking Qty Awaits Despatch Return - F12 Customer Ordered Reserved Qty Picking Qty Awaits Despatch Dty Picking Qty Awaits Despatch Return - F12 Customer Ordered Reserved Qty Picking Qty Awaits Despatch Return - F12 Customer Ordered Reserved Qty Picking Qty Awaits Despatch Return - F12		1017	THE PARTY OF	11 1			
Qty Picking       Qty Awaits Despatch         Qty Free for Order       Stock Details         Return - F12         Zurrent User: Cristal Solutions 1       Product Image Query         Language: CRISTAL       frmQryItemImage       Database: cwms_demo	the In				Customer Ordered	Reserved	
Qty Picking       Qty Awaits Despatch         Qty Free for Order       Stock Details         Qty Free for Order       Stock Details         Current User: Cristal Solutions 1       Product Image Query         Language: CRISTAL       frmQryItemImage       Database: cwms_demo		2					
Qty Free for Order     Stock Details       Image: Cristal Solutions 1     Product Image Query       Language: CRISTAL     frmQryItemImage       Database: cwms_demo	T I				Qty Picking	Qty Awaits Despatch	
Qty Free for Order     Stock Details       Image: Cristal Solutions 1     Product Image Query       Language: CRISTAL     frmQryItemImage       Database: cwms_demo				The second second			
Current User: Cristal Solutions 1 Product Image Query Language: CRISTAL frmQryItemImage Database: cwms_demo					Uty Free for Urder	Stock Details	Ē
Current User: Cristal Solutions 1 Product Image Query Language: CRISTAL frmQryItemImage Database: cwms_demo	<						Return - F12
Current User: Cristal Solutions 1 Product Image Query Language: CRISTAL frmQryItemImage Database: cwms_demo							
	Current User: Crista	al Solutions 1 Product Ima	ge Query	Language: CRISTAL	frmQryItemImage	Database: cwms_demo	

- 1. Click Product Image Query under the Stock Status sub module
- 2. Select Client, Product and click Find F-7.
- 3. Alternatively, click Standard View and zoom down to the product, the system automatically display the picture of the product (assuming that they have been updated to the WMS.
- 4. To view the Stock Details of the product selected, click Stock Details button at the bottom of screen





🚺 CRiSTAL Ware	ehouse Mai	nagement Sy	rstem (Demo)						_ 7 🗙
Product Imag	e Query								
Juery - Stock Attri	ibutes							×	Clear - F6
Oty On Hand		Client	Item	) Code					M
	1976	UNITED	UHE	-5028					Find - F7
Qty Available		Consta	Quantity.	Dessist Def	Rear int Date	0		Datela 🔼	
	1918	Grade	Quantity	Receipt Ref	Receipt Date	Owner	LUC	Battin	Dave - Ho
Oty On Order		01	100	TEST	1/19/2007				
	2005	01	3	TEST	2/6/2007				Print - F10
Oty Receiving		01	20	TEST	2/9/2007				
	210	01	50	TEST CUSTOM	2/13/2007				Preview - F11
	210	01	50	TEST	3/23/2007				
Sales Order		01	200	TEST	3/27/2007				Delete - F9
	0	02	48	TEST2	3/27/2007	UNLIMITED			
Qty Reserved		01	381	TEST	4/10/2007				
	0	01	9	TEST	4/12/2007				
Qty Picking		01	50	TEST	6/6/2007				
	58	EX	30	TEST	7/13/2007				
Oty Pending De	snatch	01	300	NEW	8/26/2007			✓	
	0							>	
Qty Free								Select	
	1918							Close	
<						×	Qty Free for Order	Stock Details	E Return - F12
Current User: Cristal	Solutions 1	Produc	t Image Query			Language: CRISTA	L frmQryItemImage	Database: cwms_demo	-,
🛃 start	🛅 3 Wind	lows Ex 👻	関 CRISTAL Wareh.	CRISTAL	L WMS U	Run time error1	Unused Desktop Shorto	uts 🎽 🦻 97% 🕛 ा 🔿	3:59 PM

# **3.5. Quality Assurance**

Quality Assurance provides queries to product/items under quality control category

# 3.5.1. QA Query

QA Query allows user to make query on their QA stock in the system. Users can search by Pallet Location or by Item Code







CRiSTAL Warehouse Ma	inagement Sy	stem (Demo)					EP
QA Query							Clear - F6
Query Option		Client		Item Code		Stock Grade	
Pallet Location	Item Cod		•		•		Find F7
Item No		Warehouse	Location F	Pallet	UOM	02 B01 BD	an Save - F6
						BO1 DMGD EX OA	Print - F10
							Preview - F
							Delete - F
							Return - F
rent User: Cristal Solutions 1	QA Que	ry		Language: CRISTAL	frmQAQuery	Database: cwms_c	lemo
y start 🔰 🗀 3 Win	idows Ex 👻	関 CRISTAL Wareh	CRISTAL WMS U	Run time error1	Unused Desktop Shortc	ıts » 97% - 📻	🔇 📕 🔂 4:00 Pf

1. Click QA Query under the Quality Assurance sub module

Depending on the search mode, user can select Pallet Location or Item Code.

2. Select Pallet Location or Item code, then Client, Item Code and Stock Grade. Click Find F-7.

# 3.6. Interface

Interface module produces user to view its Electronic Data Interfact status

## 3.6.1. Import / Export Message Query

The Import and Export Query provides information pertaining to the EDI Interface status. This is particularly applicable if there is any EDI interface between other system to and from CRiSTAL WMS.







8	CRiSTAL Ware	house M	anagemei	nt System (	(Demo)										_ 7 🛛
	Import / Expo	rt Messa	ges Query	,										X	D
C	luery Type				Query Met	hod		Statu	s						Clear - F6
ĺ.	Message Qu	ery _	Archive	Query	By Refer	ence	By Date	1	<b>A</b> II	Success	Failed		Resubmit		MA Nod - E7
Γ	Client											Referer	ice Number		Find - F7
	UNITED	•		HOME ENT	ERTAINMENT	CO., LTD							•		Save - F8
			Data												
	File Name		Туре	Status	Commer	nts						C	reated Date	L	Print - F10
														L	
														L	Preview - F11
														L	Delete F9
														L	Delete - 1 3
														L	
														L	
														L	
														L	
														L	
														L	
														L	
														L	
														L	Ē
															Return - F12
		Caladian d											Databasa ang 1		
	start	Solutions 1	In ndows Ex	nport / Export	RiSTAL Wareh	W CR	ISTAL WMS U.,.	Run tim	ge: CRISTA	. Unused	Desktop Sho	rtcuts »	97%	emo	4:06 PM





# 4. OPERATION

Operation modules are the operational function in CRiSTAL WMS. It includes data entry, work creation and completion by the various stages of warehousing function such as receiving, putaway, picking, stock taking, packing etc.

Under the Operation Module, there are sub-module comprises of:

- 1. Inbound
  - ✓ Advance Ship Notice Entry
  - ✓ Material Returns Advice
  - ✓ Purchase Orders Entry
  - ✓ Purchase Orders Manage
  - ✓ Receipt Check-In
  - ✓ Receipt Costing
- 2. Outbound
  - ✓ Delivery Confirmation
  - ✓ Delivery Orders
  - ✓ Despatch Packing
  - ✓ Invoice manage
  - ✓ Load Planning
  - ✓ Product Invoicing
  - ✓ Sales Order Entry
  - ✓ Sales Order Manage
  - ✓ Truck Loading
- 3. Warehouse
  - ✓ Replenishments Manage
  - ✓ Warehouse Tasks
  - ✓ Works Orders manage
- 4. Quality Assurance
  - ✓ QA Inspection
  - ✓ QA Onhold
  - ✓ QA Release
- 5. Others
  - ✓ Airwaybill Entry
  - ✓ Customer Requirement Entry





- ✓ Gate Controller
- ✓ Jobs Costing
- ✓ Kitting Order
- ✓ Sales Campaign Entry
- ✓ Sales Forecast Document
- ✓ SAP Material Documents
- ✓ Scan Pack
- ✓ Shipping Instruction Entry
- ✓ Transport Orders Entry
- ✓ Transport Orders Manage

# 4.1. Inbound

This is an operational function that concerns all incoming of goods ranging from Advance ship notice to receiving of goods.

# 4.1.1. Advance Ship Notice Entry

Advance Ship Notice entry allows user to re-enter ASN into the system so to facilitate later receiving.







CRiSTAL Ware	nouse Manage	ement System (Demo)						
Advance Ship I	Notice Entry							Clear - F6
UNITED		ITED HOME ENTERTAINME	NT CO., LTD		- He	eader	Item Details	#4
Receipt Number	Rec	eipt Type Rece	ipt Date	Status ASN ENTRY	Iten	n Label	Release For CheckIn	Find - F7
				J				Save - F8
WARNING: DO	not mix man	ual and system putawa	y pallets in one rec	eipt.				
Document Refer	rence	Snipment #	Supplier ▼	Suppli	er Name			Print - F10
, Purchase Order	#	, Shipping Mode	Vessel / Flight	Airwa	Bill (AWB)	House	Airway Bill (HAWB)	Preview - F1
Warehouse		l Carrier / Forwarder	Container	Bill of	ading Reference	ETA D	ate	× Delete - F9
WHSE1	• 1	Trucker	Customer	 Custor	ner Name	12	/12/2007	
W101	-		-	<b>V</b>				
Storage Zone		Vehicle Number	Sales Order	X	Detail Export	1		
Remarks	24		_		Detail Export			
								E
								Return - F12
lurrent User: Cristal S	olutions 1	Advance Ship Notice Entry		Language:	CRISTAL frmF	ReceiptASN	Database: cwms_demo	,
🛃 start 🔰	a Windows	🔹 関 CRISTAL War	3 Microsoft	Connecting C		hortcuts »	97% 🏼 💼 🌾 🖬 🔂 🍢	i 11:59 AM

- 3. Click Advance Ship Notice Entry under the Inbound sub module.
- 4. Enter Document Reference and click Save-F8. The system shall automatically generate a Receipt Number unless user specifies a Receipt Number.





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## **User Guide** Version 5.395.1b

🔋 CRiSTAL Warehouse Manage	ment System (Demo)					_ @ 🗙
Advance Ship Notice Entry						
				Header	Item Details	Clear - F6
Respired Number Ress		Data Status	<u> </u>			🚧 Find - F7
		007  ASN ENTRY		Item Label	Release For CheckIn	
					]]	Save - F8
WARNING: Do not mix manu	ual and system putaway pa	allets in one receipt.				
Document Reference	Shipment #	Supplier	Supplier Nar	ne		Print - F10
ASN DEMO 111207	•					
Purchase Order #	Shipping Mode	Vessel / Flight	Airway Bill (	AWB) House	e Airway Bill (HAWB)	Preview - F11
	Carrier / Ferwarder	Container	nul est estine	Poforonco ETA I	Data	X
WHSE1	Carrier / Por Warder	Warehouse Managemen	t System  🛛		2/12/2007	Delete - F9
Check In Station	Trucker	Cu: (2) Update NEW recei	pt?	ne		
W101 •	•					
Storage Zone	Vehicle Number	Sal Ves	No			
<b>•</b>			De	tail Export		
Remarks						
						E Return - F12
Current User: Cristal Solutions 1	Advance Ship Notice Entry	L	anguage: CRIST	AL frmReceiptASN	Database: cwms_demo	
🛃 start 📄 2 Windows .	🝷 関 CRISTAL War	🗰 3 Microsoft 👻 📃 Connecti	ng C Unu	sed Desktop Shortcuts 🎽	97% - 🔳 🔿 🛼 🖣	) 🎲 12:09 PM

5. Fill in the rest of necessary data for this ASN's header and click Item Details to create the item line(s).

関 CRiSTAL Warehouse Management Sys	tem (Demo)				- 7 🛛
ሕ Advance Ship Notice Entry					D
	E ENTERTAINMENT CO., LTD	<b>_</b>	Header	Item Details	Clear - F6
Receipt Number Receipt Type	Receipt Date	Status	Item Label	Release For CheckIn	Find - F7
	■ 12/12/2007	ASN ENTRY			
	1				Save - Fo
Line # Item #	Description	UOM	Quantity Grade	Lot #	Print - F10
					Preview - F11
					×
					Delete - F9
<				2	
Line # _ Burchase Order	Itom Codo	Item Grade B	atch Number E	Evpiny Date	
				12/12/2007	
Item Description	ـــــــــــــــــــــــــــــــــــــ		.ot Number N	Afg Date	
	•	Γ		12/12/2007 🔽	
UOM Quantity	Attribute List	S	Stock Owner C	Country of Origin	
	1 2	ſ	•	•	E Poturn F12
Current User: Cristal Solutions 1 Advance	e Ship Notice Entry	Language: CRIST/	AL frmReceiptASN	Database: cwms_demo	1
🛃 start 📄 2 Windows 🔹 🕅	CRISTAL War	Connecting C Unu:	ised Desktop Shortcuts **	97%	12-10 PM





- 6. Enter the Item code or Select the item using the drop down bar. Note: Only items registered in the system can be selected.
- 7. Enter the Quantity (base on the UOM selected).
- 8. Click Save F8 to create into the Item Details
- 9. Repeat step 4 to 6 to add other items if available
- 10. User should click Release for CheckIn once the goods arrived so that this will be released as a task for the Receipt Check-In function.

# 4.1.2. Material Returns Advice

Material Return Advice allow system to capture returns of material and follow up action such as returning to stock.

🔋 CRiSTAL War	ehouse Manageme	ent System (Demo	)						- 7 🛛
🐜 Material Reti	ırns Advice								
Client	MRA R	eference	Date	Status		Header	Details		Clear - F6
UNITED	•	•	12/26/2007		Y	Authorise	for Action		Find - F7
Collection Au	thorisation	Collection In	Struction Number						Save - F8
Customer	Deliver	y Note		Instructio	n			_	
	•	•							Print - F10
Customer Nan	18			•					
Delivery Code									Preview - F11
	•								X Delete - F9
Address									
				_					
				_					
				-					
State	Countro	1	Postal Code						
Contact			Telephone						
			Class						
									Return - F12
									<u> </u>
Current User: Crista	Solutions 1	Material Returns Advic	e 🕅 Rup time e	M CRISTAL	Language: CRIST	TAL FrmMRA	Database: cwms_	demo	3:24 DM
Start	C.(Docume	L. Work O	Kurramere	E CRUSTAC	CRISTAL W			~ <b>\</b>	Jacob Starting

- 1. Click Material Returns Advice under the Inbound sub-module.
- 2. Select Customer of which the materials are returned from. The system automatically retrieves the records.
- 3. Click Save-F8 to create a MRA Reference number for the Header.
- 4. Click Details to create the item(s) return.





CRISTAL Wa	rehouse Ma	nagement Systen	ı (Demo)						_ @ 🗙
🗞 Material Re	turns Advice								Clear - F6
Client UNITED	•	MRA Reference	Date	9 77	Status DATA ENTRY		Authorise for	r Action	Find - F7
Line Ite	m Code		Description			иом	Quantity	Remarks	Save - F8
									Print - F10
									Preview - F1
									X Delete - F9
<								>	
Line # Ite	m Code		Descriptio	on					
		LION			l in a Taraka sakina			<b>-</b>	
01	- -		- Quantity						
Line Delivery	Note	Currency	Unit Price						
	•		•						Return - F12
Eurrent User: Crist	al Solutions 1	Material Retu	Irns Advice		Language: C	RISTAL fr	nMRA	Database: cwms_demo	_
🛃 start	Canal 2 Wind	lows Ex 🔹 🖼	Run time error1	CRISTAL W	MS U 👔 CRISTAL Wa	reho Unus	ed Desktop Shortcuts	· * 100% - 🖝 🤇	📕 🔂 3:26 PM

- 5. Select the Item Code either by entering the code or select from the drop down bar.
- 6. Enter the Quantity.
- 7. Click Save-F8 to create the item into the detail.
- 8. Repeat step 5 to 7 if there are more items.
- 9. Return to Header and Click Authorise for Action. System prompt MRA Memo released and message shall be forwarded to the authoriser for their information.

Authorise for Action allow system to follow up action

## 4.1.3. Purchase Order Entry

CRiSTAL WMS is designed as a stand-alone system and therefore has a Purchase Order Entry to facilitate receiving of goods based on the purchases made. However, CRiSTAL WMS also has EDI function to automate data transfer from 3<sup>rd</sup> party application.







Purchase Orders F	Entry					
Client					_	Clear - Fl
UNITED		FERTAINMENT CO., LTD		Order Header	Order Detail	#
P O Number	Order Type	PO Date	Status			Find - Fi
	ADHOC	✓ 12/26/2007	DATA ENTRY	Release 1	fo Warehouse	Save - F
Document Reference	ρ	Payment Term	Shipping Instruc	tion Shi	pment Information	
						Print - F1
l Supplier Code	Cupplior Name			Corrier	Initiated By	
						Preview -
Address			Ship From	Ship To	Approval Level	×
			-	-	N	Delete -
			Shipping Instruction			
,			_			
J Town / City		State				
			—   I			
, Country	Postal code	Phone	Remarks			
, Attention of	,	Fax				
			—   I			
,			Generate Purchases From	n Sales Forecast		
Entered By	Last Updated	Updated By	Brand	Department		
			-	-	Generate	Return
ent liker: Cristal Solutio	Durchase Orde	arc Fohry	Languages CPT	STAL frmPOEntry	Database: swms. demo	-1
				,,		

- 1. Click Purchase Order Entry under the Inbound sub-module.
- 2. Enter or select the Supplier from the list of registered suppliers.
- 3. Enter the Document Reference (or typically the PO reference) and click Save F-8. The system auto generate a Purchase Order number
- 4. Enter other information in the header if needed
- 5. Click Order Detail







M Pulchase Olu	love Entry					
Client	lers tilliy					Clear - F6
UNITED		ENTERTAINMENT CO., LTD		Order Header	Order Detai	
P O Number	Order Type	PO Data	Status			Find - F7
KP00000005	▼ ADHOC	<ul> <li>▼ 1/31/2007</li> </ul>	DATA ENTRY	Release T	o Warehouse	
		,	,			Save - F8
Line # Schedu	le Product	Desc	ription	UOM (Loose)	Qty (Loose) Cur	Print - F10
						Preview - F1
						Delete - F9
					2	
<ir>     Eine # Item</ir>	n Code	Attributes List	Lot Number	Batch Number	Line Status	
Line # Item	n Code	Attributes List	tack	Batch Number	Line Status	
Cine # Item	n Code	Attributes List	tock Lot Number	Batch Number	Line Status Customer Owner	
Line # Item	n Code n	Attributes List	tock Lot Number Expiry Date	Batch Number Mfg Date	Line Status Customer Owner	
Line # Item	n Code	Attributes List	tock Lot Number Expiry Date 12/26/2007 Item Size	Batch Number Mfg Date I 12/26/2007	Line Status Customer Owner	
Line # Item Item Descriptio Item Grade	n Code n UOM	Attributes List	tock Lot Number Expiry Date I 12/26/2007 Item Size	Batch Number Mfg Date I 12/26/2007  Item Color	Line Status Customer Owner Item Class	Return - F12
Item     Item Grade	n Code n UOM	Attributes List	tock Lot Number Expiry Date Intern Size	Batch Number Mfg Date	Line Status Customer Owner Item Class	Return - F12

- 6. Enter or select the Item Code from the list of items created in the system.
- 7. Enter the Quantity (per the UOM specify)
- 8. Click Save-F8 to create the item into the Order Detail
- 9. Repeat step 6 to 8 if there are more items.
- 10. Return to the Order Header







CRiSTAL Wareho	use Management System (De	mo)				ĒĒX
Purchase Order	s Entry					Clear - F6
Client					n n n n n n n n n n n n n n n n n n n	
UNITED		TAINMENT CO., LTD		Order He	ader Urder Detail	<b>#1</b>
P O Number	Order Type	PO Date	Status			
KP00000005	ADHOC	▼ 1/31/2007	DATA ENTRY	Re	elease To Warehouse 📓	Save - F8
				Rele	ease to Warehouse for Receipt	
Document Refere	nce	Payment Term	Shipping Instru	ction	Shipment Information	Drive E10
TEST			Shipping Instruction -			
Supplier Code	Supplier Name		Shipping Mode	Carrier	Initiated By	<u>D</u> .
UNITED	United Supplier		-		•	Preview - F11
Address			Ship From	Ship To	Approval Level	X
Supplier Street			- I		• N	Delete - F9
			Shipping Instruction			
			-			
Town / City		State				
		_	- 1			
Country	Postal code	Phone	Remarks			
THAILAND		_	-			
Attention of		Fax				
		_	- 1			
			Generate Purchases Fro	m Sales Forecast-		-   ·
Entered By	Last Updated	Updated By	Brand	Department		
CRISTALI	31 Jan 2007 16:24	PRISTALL	_ <u>_</u>		Generate	Return - F12
Current User: Cristal Solu	utions 1 Purchase Orders E	intry	Language: CR	ISTAL frmPOEn	try Database: cwms_den	no
👭 start 🔰 🚺	2 Windows Ex 🕅 Run	time error1	L WMS U 🚺 CRISTAL War	eho Unused Des	ktop Shortcuts * 100% - 🖅 🤇	<ul> <li>3:28 PM</li> </ul>

11. Once PO is completed, click Release to Warehouse so that user can perform Receipt Check-In when goods arrive. Otherwise, user can leave the PO as it is and add other items into this PO # at later stage.

# 4.1.4. Purchase Orders Manage

Purchase Order Manage provides a quick access for user to manage their purchase orders i.e to close the job, to release PO from data entry to prepare for receiving or simply to view the list of order details.





関 CRISTAL Wa	rehouse Managem	ient System (Demo)						- 7 🛛
🔑 Purchase Or	ders Manage							
Client						rder Number		Clear - F6
UNITED		ED HOME ENTERTAINMENT	r co., ltd		ī		List Order Detail	确 Eind - E7
					,			
PO#	Supplier	Reference	Scheduled Receipt	Last Receipt	Status	Order Type	Remarks	Save - F8
0000003	UNITED	PO REF DEMO 10.12.07			WAITING	ADHOC		
00000004	UNITED	PO REF DEMO 10/12 V2		12/13/2007	CHECK IN	ADHOC		Print - F10
0000005	PRODUCTION				WAITING	PRODUCTION		
KP00000005	UNITED	TEST			DATA ENTRY	ADHOC		Preview - F11
								Delete - F9
								2
			Deineit			( # of Orders	Coloriad	
Close Job	C	ALL	Priorio	VDdate Priorit	List SELEC	TED TED	Start Job	
								Return - F12
Current User: Crista	al Solutions 1	Purchase Orders Manage			Language: CRIST/	AL frmManage	Database: cwms_der	no
🐉 start	2 Windows Ex	🤐 👻 🐻 Run time error1.	🛛 🕅 CRISTA	L WMS U 🔋	CRISTAL Wareho	Unused Deskto	op Shortcuts <sup>»</sup> 100% <mark>-  (</mark>	🗘 📕 🔂 3:28 PM

- 1. Click Purchase Orders Manage under the Inbound sub-module
- 2. Select Client (which is normally defaulted to the last used)
- 3. Select the PO# by clicking on the line. The line shall be highlighted and display on the Order Number header. User can select multiple PO lines. If user select multiple line, the # of Orders Selected shall display the number accordingly
- 4. Click Close Job or Start Job. For PO under Data Entry, a Start Job shall release the order for receiving task
- 5. Click List Order Details if user wishes to view the details under the PO selected.

# 4.1.5. Receipt Check-In

Receipt Check-In refers to receiving of goods in the inbound area. The system provides flexibility whereby depending on the Receipt Type used, the item inventory can be putaway immediately to location or hold in a putaway holding area for later putaway.







Receipt Check-In									- n
Client			9	Status		Deserved Userved		Receipt Deteile	Clear - F8
	UNITED HOME EN	FERTAINMENT CO	., LTD 🔽	DATA ENTRY		кесерт неас	ier	Receipt Details	<b>ÅÅ</b>
Receipt Number	Receipt Type	Receipt Da	te L	ocation Assign		Carton Labe	ls	Pallet Label	Find - F7
I 1 -	MANUAL	12/26/200	17 💌	MANUAL	-	VA Service:	s   (	Confirm Receipt	
									Save - F
WARNING: Do not mix	manual and syste	m putaway palli	ets in one rece	ıpt.					
Document Reference	Customs Dec	laration Type	Supplier		Supplier Name				Print - F1
	▼ IMPORT	•		•	]				L L
Purchase Order #	Customs Dec	laration No	Vessel / Flight		Airway Bill (AWI	в)	House Airv	vay Bill (HAWB)	Preview -
	•		 		 		J		×
Warehouse	Shipment #		Container		Bill of Lading		ETA Date		Delete - F
		<u> </u>	 		) Taulas		12/20/	2007	
Check in Station	Shipping Mod		Carrier / Forwar	aer 🚽	Trucker		Venicie inu	moer	
Storage Zone	Sales Order		) Oustomer		l Customer Name		1		
Storage zone				-					
Remarks					1				
-ile Attachment				_			Operator		
				▼ View	Job Cost	ing Update	CRISTAL1	-	Return - F
ent User: Cristal Solutions 1	Receipt Check	-In		La	nguage: CRISTAL	frmReceipt		Database: cwms_demo	-1
start	ndows Ex 👻 🐼 F	up time error1	CRISTAL WM	su 🕅 o	RISTAL Wareho	Unused Desktor	Shortcuts	100%	- <b>3</b> -3-29 P

- 1. Click Receipt Check-In under the Inbound sub module
- 2. Select Client, enter a Document Reference and specify Receipt Type.







CRiSTAL Wareho	ouse Ma	nagement System (Dei	no)							
Receipt Check-I	In									3 . D
Client				Statu	s		Descript Here		Dessint Details	Clear -
UNITED	•	UNITED HOME ENTER	AINMENT CO., LTD		A ENTRY		кесеірт неа	aer	Receipt Details	
Receipt Number		Receipt Type	Receipt Date	Locat	ion Assign		Carton Lab	els	Pallet Label	Find -
	•	MANUAL	12/26/2007	MAN	UAL	Ŧ	VA Service	is (	Confirm Receipt	
		DROPSHIP IW_TRANSFER								Save -
WARNING: DO N	ot mix i	MANUAL	away pallets in	one receipt.						
Document Refere	nce	NORMAL PICK PACK	n Type Suppl	ier	s	upplier Nam	ne			Print - f
		RETURNS TRANSIT	•		•					
Purchase Order #	#	Customs Declara	tion No Vesse	l / Flight	A	irway Bill (A	AWB)	House Airv	vay Bill (HAWB)	Preview
		•								
Warehouse		Shipment #	Conta	iner	B	ill of Lading		ETA Date		Delete
WHSE1		•	•		<u> </u>			12/26/	2007 💌	
Check In Station		Shipping Mode	Carrie	r / Forwarder	т	rucker		Vehicle Nu	mber	
ST1		<b>•</b>	<b>-</b>		<u> </u>		<b>-</b>			
Storage Zone		Sales Order	Custo	mer	C	ustomer Na	ime			
		~	<b>~</b>		<b>Y</b>					
Remarks										
File Attachment								Operator		
				•	View	Job C	osting Update	CRISTAL1	•	Ē
										Return -
rent Liser: Cristal Sol	utions 1	Receipt Check-In			Lang	uage: CRISTA	frmReceipt		Database: cwms. demo	
Lotart			me errort	DICTAL WMC II			Upused Dealth	n Shortquite X	100%	) <b>III Ba</b> raaa

- 3. If receipt is performed under IW\_Transfer, Normal or Return, this allows the user to chose either manual or system putaway. This means that user could perform later as a Warehouse Task. If otherwise are chosen, the system shall prompt for putaway location.
- 4. Click Save-F8 to create a New Receipt header. System shall promote Update NEW receipt. Click Yes.
- 5. Enter other information into the available field.
- 6. If receive tally to any Purchase Order created or make available in the system, select the PO using the drop down bar. This way, receiving takes reference to the PO which is released to the Check-In.
- 7. Click Receipt Details







Receipt Check-In Client				Status							Clear - F6
UNITED 🗾 UNITED	HOME ENTERTA	INMENT CO., L1	rd 🔻	DATA ENTRY		Receipt	Header	R	eipt Details		AA
Receipt Number Receipt	Туре	Receipt Date		Location Assign		Carton	Labels	Pal	llet Label		Find - F7
GLO00042 VORMA	iL 💌	12/13/2007	•	MANUAL	•	VA Se	rvices	Confi	irm Receipt		
							1				Save - F8
.ine # Pallet #	Item #			UOM	Quanti	ty Grade	Lot #	Batch	:h #	Sup	Brint - F10
1 UNITED000296	UHE-5028			PC		2 01				-1	<u> </u>
										L	Preview - F
											×
											Delete - F9
										L	Delete - F9
										l	Delete - FS
										>	Delete - FS
	Province Ma			Batch Murpher		t Murahar		Stack Own	or	>	Delete - FS
Line # Purchase Order #	Receive Me	ethod Attrib	ute List	Batch Number	Lot	t Number		Stock Own	er		Delete - FS
Line # Purchase Order #	Receive Me	ethod Attrib Item 1	ute List	Batch Number		t Number		Stock Owne	er Origin	>	Delete - FS
Line # Purchase Order #	Receive Me Pallet Item Code	ethod Attrib Item 1	ute List	Batch Number	Lot	t Number g Date	7	Stock Own Country of	er Origin	•	Delete - FS
Line # Purchase Order # Pallet Number	Receive Me	əthod Attrib Itəm 1	ute List 2 3	Batch Number Expiry Date	Lot Mf	t Number g Date ]12/26/200	7 _	Stock Owned Country of	er Origin	•	Delete - FS
Line # Purchase Order #	Receive Me	ethod Attrib Item 1	ute List 2 3	Batch Number Expiry Date	Lot Mf	t Number g Date ]12/26/200	7 _	Stock Owne Country of Location	ier Origin	•	Delete - FS
Line # Purchase Order #	Receive Me	ethod Attrib Item 1	ute List 2 3	Batch Number Expiry Date	Loo Mf	t Number g Date ]]12/26/200	7 _	Stock Owner Country of Location	er Origin	> - -	Delete - FS
Line # Purchase Order #	Receive Me	ethod Attrib Item 1	ute List 2 3	Batch Number Expiry Date 12/26/2007 Serial Numl	Loi Min	t Number ig Date ]12/26/200 Attribute	7 <b>•</b>	Stock Own Country of Location	ier	•	Delete - FS
Line # Purchase Order #	Receive Me Pallet Item Code	ethod Attrib Item 1 Quantity	ute List 2 3 • E • U	Batch Number Expiry Date 12/26/2007 Serial Num	Loi Min	t Number ig Date ]12/26/200 Attribute	7 <u></u>	Stock Own Country of Location	ier Origin	<ul> <li>T</li> <li>T</li> <li>T</li> </ul>	Delete - F!
Line # Purchase Order #	Receive Ma Pallet Item Code	ethod Attrib Item 1	ute List 2 3 • E	Batch Number Expiry Date 12/26/2007 Serial Num	Loi Mf	t Number ig Date ]12/26/200 Attribute	7 <b>y</b>	Stock Owni Country of Country of	er Origin	•	Delete - F!

For Receipt without PO reference, user has to create the detail item.

- 1. key the Item Code or select using the drop down bar. If drop down bar is selected, all the product item for this client shall be displayed.
- 2. Enter the received quantity based on the UOM specify.
- 3. if user has earlier specify Receipt Type that does not require System Location Assign, then specify the actual Location where items are stored. In system assigned, this step is not necessary

For Receipt with PO reference,

- 1. User can tally the PO item or click the Item Code drop down bar to select those items created in the PO.
- 2. Enter the received quantity based on the UOM specify.
- 3. if user has earlier specify Receipt Type that does not require System Location Assign, then specify the actual Location where items are stored. In system assigned, this step is not necessary
- 8. Return to Receipt Header and click VA Services (Value Adding Services) if available to select the kind of services that may be perform during receiving.
- 9. Confirm Receipt to update inventory





# 4.1.6. Receipt Costing

Receipt Costing allows the user to specify the costing of every receiving of goods. This is for the purpose of valuation, costing and invoicing purposes for and on behalf of the client if such services are required.

8	CRiSTAL Warehouse Ma	anagement System (Demo)						- 7 🛛
à	Receipt Costing							Clear - F6
	Client	Client Name		Supplier	Local Currency	Exchange	Rate	
	JNITED	UNITED HOME ENTERTAINM	ENT CO., LTD 🗾 🔻		•	•	1	Find - F7
	Receipt Number	Receipt Date Sta	tus	Invoice Total	Services Char	ges	k	
	-					Post	t Costing	Save - F8
	Receipt Detail	1						🗃 Print - F10
	Line # Type	Item #	UOM	Quantity Gr	ade Currency	Unit Cost	Document Reference	
		1						Preview - F11
								X Delete - F9
	Line #	Itom Codo		Description			>	
	Product	Service	-	Description				
	Document Reference			Ouantity	Currency	Unit Price		
			-			•		Ē
	,	,		,	,	,		Return - F12
	in entetri i							
Cu	rrent User: Cristal Solutions 1	Receipt Costing		Lang	uage: CRISTAL FrmRed	eiptCosting Data	abase: cwms_demo	E. oor Bu
- 4		Run time erro	CRISTAL W	mbru 👩 CRis	Unused D	esktop Shortcuts		3:31 PM

STEPS:

- 1. Click Receipt Costing under the Inbound sub module
- 2. Select the client and the Receipt Number using the drop down bar. The system auto generates a Receipt Data costing reference number.
- 3. Click ok and system list the items for this receipt.
- 4. Select the line item and enter the necessary Doc ref, Currency and Unit Price, click Save-F8.
- 5. Click Post Costing. Note: Version 5.395.1a under development

# 4.2. Outbound

Outbound module in CRiSTAL Warehouse Management System consists of functions pertaining outbound activities such as namely Delivery Confirmation, Invoice management, Load and Truck loading and Sales Management etc.

Stock deducted from the warehouse at this stage. However, CRiSTAL WMS allows site to decide whether the stock is to be deducted

- 1. At the point of generation of delivery order, or
- 2. At Delivery Confirmation





If the site configuration is the former, then Delivery Confirmation is an optional process in the warehousing / distribution with CRiSTAL WMS.

The use of Delivery Confirmation is therefore depend on the operational requirement of individual site.

# 4.2.1. Delivery Confirmation

Delivery Confirmation is the final stage of the warehouse / distribution process in which the delivery is made and accepted by the customer. This closes the loop of the physical distribution function.

In CRiSTAL WMS, depending on site configuration, Delivery Confirmation may be an optional function.

🛛 CRiSTAL Wareh	ouse Management System (Demo)				- 7 🛛
🖥 Delivery Confir	mation				
Client	Order Type	Order Number	Delivery Status	SO Details	Clear - F6
UNITED	Delivery Sales Transnort	<b>_</b>	DO Datalla		AN Eind E7
	Client Code	·	DU Details	VA Services	FINU - F7
Waiting	oaded Pending Closed All	Sales Order #	Delivery Order #	Status	Save - F8
Order No	Customer	Delivery Date	Delivered Date	Delivered Time	Brint - F10
0000028	UNITED HOME ENTERTAINMENT CO., LTD		12/26/2007	3 :34:34 PM	
00000033		Decentrich Date	Invoice #	Invoice Data	Proview - E1
0000034	Unlimited Pte Ltd	Despatch Date			
0000035	UNITED HOME ENTERTAINMENT CO., LTD			12/20/200/	
00000036	UNITED HOME ENTERTAINMENT CO., LTD	Acknowledged by	Name		Delete - F9
00000037	Unlimited Pte Ltd		]		
00000038	UNITED HOME ENTERTAINMENT CO., LTD	Shipper			
0000039	Unlimited Pte Ltd	<b>_</b>	J		
00000040	Unlimited Pte Ltd	Billing Party			
00000041	UNITED HOME ENTERTAINMENT CO., LTD	<b>~</b>			
00000042	Unlimited Pte Ltd	Pickup Point			
00000044	Unlimited Pte Ltd	<b>_</b>			
00000045	Unlimited Pte Ltd	Customer			
00000046	Unlimited Pte Ltd	<b>_</b>			
00000047	UNITED HOME ENTERTAINMENT CO., LTD	Remarks			
00000048	Unlimited Pte Ltd				
00000049	UNITED HOME ENTERTAINMENT CO., LTD				Boturn E13
Current User: Cristal So	olutions 1 Delivery Confirmation	Language: CRI	STAL frmDeliveryConfirm	Database: cwms_demo	-1
🛃 start	늘 2 Windows Ex 🔹 👜 Run time error 1 🔯 CRISTAL	WMS U 👩 CRISTAL Ware	ho Unused Desktop Shor	tcuts 🤌 100% 🖳 💽	📕 👩 3:34 PM

- 1. Click Delivery Conformation under the Outbound sub-module.
- 2. Specify the Client
- 3. Select the Order Type by clicking the either Delivery, Sales or Transport buttons and the Oder Number #.
- 4. User can also list the order based on the status i.e Waiting, Loaded, Pending, Closed or All.
- 5. Once selected, the system displays the information.
- 6. User can select the DO details to view the items to confirm item.





関 CRiSTAL Warehouse Management S	ystem (Demo)				_ @ 🗙
P Delivery Confirmation					Clear - E6
Client Order Type		Order Number	Delivery Status	SO Details	
UNITED   Delivery	Sales Transport	t 00000028 💌	DO Details	VA Services	Find - F7
Delivery Order Details			~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~		Save - F8
Line # Pallet	Item Number	Description	UOM	Qty Grade	
1 UNITED-000000690	SET00001	SET 00001	EA	8 01	Print - F10
2 UNITED-000000690	SET00001	SET 00001	EA	2 01	P
					Preview - F11
					Delete - F9
				2	Return - F12
Current User: Cristal Solutions 1 Delive	ry Confirmation	Language: CRIST	FAL frmDeliveryConfirm	Database: cwms_demo	
🛃 start 📄 2 Windows Ex	Run time error1 🔯 CRIS	ITAL WMS U 🙀 CRISTAL Wareho	o Unused Desktop Shortcuts	» 100% - 🔳 🔇 📲	🐌 3:35 PM

- 7. Update the Delivered Date and Delivered Time. Enter Acknowledgement and Name of the recipient.
- 8. Click Save-F\* to close the Sales Order.

# 4.2.2. Delivery Orders

Delivery Orders module is an operation used after picking is made from a Sales Order. This module facilitate user to combine all items picked for the same client to be consolidated based on its Customer, Consignment, Despatch Grid or Delivery Date.







O 1100 E14									
enveryo	rders					election Metho	de		Clear - F6
/arehouse	WHSE1	-	Warehouse 1		°		 Consignment	Despatch Grid	
lient					'	Customer	Delivery Date		Find - F7
	1								
Sales Orde	ers Palle	et-Item	Delivery Addr	hipping Mark	Repacking		Selected SO		Save - F8
ales Orde	rs List ——								6
Sel Sa	iles Order	Customer	Delivery Date	Checksum Qty	Est Volume	Est. Weight	Desp. Grid Carrie	er Route	Print - F1U
		<u></u>							Preview - F
									Delete - FS
		1				1			
				Report Op	Jtions Des	patch Label	Packing List	Delivery Notes	+
Update D	elivery Data								Return - F1
Update D	elivery Data								Return - F1:
Update D nt User: Cris	elivery Data stal Solutions 1	Delivery	/ Orders		La	nguage: CRISTAL	frmDeliveryOrder	Database: cwms_demo	Return - F1

- 1. Select Delivery Orders under the Outbound sub-modules
- 2. Select Warehouse, Client and Selection Method.
- 3. Click Find-F7. The system list all picked item based on the Selection Method.
- 4. Select the Sales Order by double-clicking the line. The system allow user to select more than one Sales Orders.





CRISTAL	L Warehouse Ma	anagement Syste	em (Demo)							_ B 🛛
Deliver	y Orders									
					s	election Metho	ids			
Wareho	use WHSE1	- V	Varehouse 1			All Orders	Consignm	nent De	espatch Grid	#4
Client	UNITED	•	INITED HOME ENT	ERTAINMENT CO	., LTD	Customer	Delivery D	Date	•	Find - F7
Sales (	Orders Pall	let-Item De	elivery Addr S	hipping Mark	Repacking		Selecte	d SO JIWT	00007	Save - F8
Sales O	rders List									-
Sel	Sales Order	Customer	Delivery Date	Checksum Qty	Est Volume	Est. Weight	Desp. Grid	Carrier	Route	Print - F10
1	IWT00007	UNITED	12/17/2007	2	0.0070000	1	W101			Review - F1
N	IWT00008	UNITED	12/17/2007	1	0.0040000	0.500	W101			
										Nelete - E9
2 1									X	
Updat	te Delivery Data			Report O	ptions Des	patch Label	Packing List	De	livery Notes	Return - F12
rent User:	: Cristal Solutions 1	Delivery O	rders		La	nguage: CRISTAL	frmDeliveryOr	der D-	atabase: cwms_demo	1
star	t 📄 2 Wir	idows Ex +	Run time error1	. 🔯 CRISTAL V	wmsu 🛐 c	RISTAL Wareho	Unused Desktop	Shortcuts »	100% - 📻 🔬	3:36 PM

- 5. Proceed to Pallet-Item.
- 6. Proceed to Delivery Addr. Select the customer of which the delivery shall be made.
- 7. Proceed to Shipping Mark to update the marking
- 8. Proceed to Repacking if there is a need to repack the items for shipment
  - a. In Repacking, the system allow user to Reconfigure Pallets and quantity
    - i. Select the Source Pallet and add the Destination Pallet. Indicate the quantity To Move to the Destination Pallet.
- 9. Click Delivery Notes of the Report Option and Print / Preview to close the Delivery Order.

## 4.2.3. Despatch Packing

Despatch Packing allows user to re-pack their cartons after based on its Sales Order or Delivery Order being generated







🖲 CRiSTAL Warehouse Management System (Demo)			J 🗙
🗃 Despatch Packing			)
Client Customer SC	DO Remark	Lindata Shinoing Data	- F6
	00028	Find -	F7
Shipment Packing No Shipment Date Status		Close Shipment	1
00000003 • 4 /7 /2007 • PATA	ENTRY	Save -	- F8
Item Code Pallet Number	Plt Height Plt Width	Pit Depth Pit Weight Brint -	5 F10
I CARTON I	IIII 1200 1200      Box Height Box Width	Pay Depth Roy Weight Ship Racking	
CARTON 1	<ul> <li>✓ 1 600 600</li> </ul>	400 200 AMBIENT - Preview	k v - F11
Line Item Code OOM Quantity C		Imper Line No Item Code OUIVI Delete	- F9
⊠			
	<b></b>	E Return	- F12
Current User: Cristal Solutions 1 Despatch Packing	Language: Cf	RISTAL frmDeliveryPacking Database: cwms_demo	
🛃 start 📄 2 Windows Ex 🔹 📓 Run time error 1	📓 CRISTAL WMS U 関 CRISTAL Wa	areho Unused Desktop Shortcuts 🎽 100% 🖣 🖅 🔇 📕 🏠 3:37	7 PM

- 1. Click Despatch Packing from the Outbound sub-module
- 2. Select Client and its customers.
- 3. Choose either the SO (Sales order) or DO (Delivery order). Specify the SO or DO from the valid list using the drop down bar.
- 4. For further clarification, seek CRiSTAL WMS consultant.

## 4.2.4. Invoice Manage

Invoice Manage allows user to collect payment on behalf of their client when delivery is made for the client. This module allows both user and their client to track the payment status and details.







関 CRiSTAL Ware	house Managemer	nt System (Demo)	ļ						- 7 🛛
🔑 Invoices Mana	ige								Clear - F6
Client		HOME ENTERTAI	VMENT CO., LTD		Ord	der Number 000099	List	Order Detail	<b>/4</b> Find - F7
Invoice No	Invoice date	Invoice Status	Customer	Name	Deliv	ery Order S	Sales Order	Delivered Dat	Save - F8
<mark>00000099</mark>	4/11/2007	CLOSED	UNLIMITED	Unlimited Pte Lto	1 0000	00005 (	GLS00002		Print - F10
2	×								Preview - F1
									Delete - F9
								>	
Customer	Bank		Check Number	Date	c	heck Amount			
UNLIMITED		•		12/26/	2007		Pc	ost Payment	E Return - F12
Current User: Cristal 9	Solutions 1 In	voices Manage			Language: CRISTAL	frmManage	D	atabase: cwms_demo	
🛃 start 🔰	2 Windows Ex	- 💌 Run time	error1 🔟 C	RISTAL WMS U	関 CRISTAL Wareho	Unused Deskto	p Shortcuts »	100%	3:38 PM

- 1. Click Invoices Manage under the Outbound sub module.
- 2. Select Client. A list of invoice shall be displayed.
- 3. Select the desired Invoice No. The screen reflects the customer of which the invoice is made.
- 4. Enter the Bank, Check Number, Date and Check Amount.
- 5. Click Post Payment. System shall update system.
- 6. The system also allows user to view the Order Details by clicking the List of Order Details.







🔋 CRISTAL	Warehouse Manag	ement System (Demo)							∎₽⊠
🔑 Invoice:	: Manage								Clear - F6
Client		JITED HOME ENTERTAIN	MENT CO., LTD			Order Number		List Orders	Find - F7
Order D	etails						Lis	t Orders	Save - E8
Invoice Line #	Product	UOM	Qty	Unit Price	Line Amount	Discount Amount	Line Net	Line GST	
1	UHE-5028	PC	37	2.51	92.87	0	92.87	0	Print - F10
2	UHE-5373	PC	25	0	0	0	0	0	Preview - F11
									Delete - F9
Custome	r Ba	nk C	heck Number	Date		Check Amount			
	ED	•		12/26	5/2007 <u>·</u>	•	F	Post Payment	Return - F12
Current User:	Cristal Solutions 1	Invoices Manage			Language: CRI	5TAL frmMan	age	Database: cwms_demo	
🐉 start	📄 🗋 2 Window	s Ex 🔹 📓 Run time e	rror1 🕅 CRI	STAL WMS U	🚺 CRISTAL Ware			100% 🖳 💼 🔇	📕 🔂 3:38 РМ

# 4.2.5. Load Planning

Load Planning facilitate user to plan their release of Sales Order (for items that have not been assigned but release) for picking in such as way whereby they could be picked at the same period. This facilitates despatch planning.





R CRISTAL Warehouse Management System (Demo)	- 7 🗙
👂 Load Planning	Clear - E6
Client Customer	
	🚧 Find - F7
Warehouse Despatch Grid Sort / Pack Station Customer Group Delivery Date Route	
	Save - F8
Trip Number Carrier / Forwarder Vehicle Number Tem Count Est. Weight Est. Volume	
	Print - F10
Load Arder Selection Selected Order Detail Release	R
PENDING Sales Orders SELECTED Sales Orders	Preview - F11
S O # Customer Name Delive S O # Customer Name Delive	Delete - F9
	Return - F12
Current User: Cristal Solutions 1 Load Planning Language: CRISTAL frmLoadPlan Database: cwms_demo	
🛃 Start 📄 🖆 2 Windows Ex 🔹 🔤 Run time error1 🚳 CRISTAL WMS U 🔋 CRISTAL Wareho Unused Desktop Shortcuts 🎽 100% P 🚛 🌾	3:41 PM

- 1. Select Load Planning under Outbound sub-module.
- 2. Select Client and Click Find-F7. The system display all sales order that has been released, awaiting assignment.
- 3. Click Trip Number on the top and system auto assign a Trip Number.
- 4. Click checked on the Item Count so that system helps to consolidate all the selected weight and volume for loading plan purposes.
- 5. Select the SO# on the left column by double click or use the "to-right" button. Continue this step until it reaches truck's allocated space.
- 6. Click Release and system prompts "Selected order processed for picking

Note: This assignment of picking is made available under Warehouse Tasks and all selected SO (per step 5) will be scheduled for picking according to the load plan.

# 4.2.6. Product Invoicing

Product Invoicing function allows user to print invoices based on the product of the Delivery Order.





🔋 CRiSTAL Ware	house Management !	öystem (Demo)							_ @ 🗙
🔑 Product Invoi	icing							×	
Client		DME ENTERTAINM	1ENT CO., LTD		Order Number	List	Order Detail		Find - F7
Sales Order	Delivery Order	Customer	Name	DO Status	Planned Delivery	Despatch Date	Order Type		Save - F8
GLS00004	0000008	UNLIMITED	Unlimited Pte Ltd	LOADED	2/11/2007	6/19/2007	ADHOC		Ē
GLS00005	0000016	UNITED	UNITED HOME ENTERTAINMENT	LOADED	2/11/2007	7/3/2007	ADHOC		Print - F10
GLS00006	00000004	UNITED	UNITED HOME ENTERTAINMENT	LOADED	2/12/2007	11/8/2007	ADHOC		
GLS00007 🛣	0000006	UNITED	UNITED HOME	LOADED	2/13/2007	6/19/2007	ADHOC		Preview - F1
GLS00008	00000014	UNLIMITED	Unlimited Pte Ltd	LOADED	2/13/2007	7/3/2007	ADHOC		
GLS00009	00000015	UNLIMITED	Unlimited Pte Ltd	LOADED	2/13/2007	7/3/2007	NORMAL		Delete FR
GLS00010	00000012	UNLIMITED	Unlimited Pte Ltd	LOADED	3/27/2007	7/3/2007	ADHOC		Delete - Fo
GLS00010	00000052	UNLIMITED	Unlimited Pte Ltd	WAITING	3/27/2007	9/21/2007	ADHOC		
GLS00011	00000018	UNITED	UNITED HOME ENTERTAINMENT	LOADED	3/27/2007	7/10/2007	ADHOC		
GLS00012	00000019	UNLIMITED	Unlimited Pte Ltd	LOADED	4/10/2007	7/10/2007	ADHOC		
GLS00013	00000013	UNLIMITED	Unlimited Pte Ltd	LOADED	4/11/2007	7/3/2007	ADHOC		
GLS00014	0000010	UNITED	UNITED HOME ENTERTAINMENT	LOADED	4/11/2007	7/3/2007	ADHOC		
GLS00015	00000011	UNITED	UNITED HOME ENTERTAINMENT	LOADED	4/17/2007	7/3/2007	ADHOC		
GLS00016	0000020	UNLIMITED	Unlimited Pte Ltd	LOADED	5/6/2007	7/10/2007	ADHOC		
GLS00018	0000022	UNLIMITED	Unlimited Pte Ltd	LOADED	5/6/2007	7/10/2007	ADHOC		
	0000000		I Inlimited Dto I td		5 /6 /2007	דחחמ כמי ס			
	Desek ALL	Sort Sequer	nce Priority Upda	ity List SE	LECTED # of Ord	ers Selected	Start Job		E Return - F12
Current User: Cristal :	Solutions 1 Prod	ict Invoicing		Language: CR	ISTAL frmMan	age C	)atabase: cwms_dem	10	
🛃 start	2 Windows Ex	- 🕅 Run time err	or1 🕅 CRISTAL WMS U	CRISTAL War	eho Unused De	sktop Shortcuts »	100% - 💼 🤇		🚡 3:41 PM

- 1. Click Product Invoicing under the Outbound sub-module.
- 2. Select Client. System displays a list of Delivery Order.
- 3. Select the Sales order / Delivery Order line and click Start Job. System prompts SUCCESS.
- 4. System can be configured to print the invoice.

## 4.2.7. Sales Orders Entry

Sales Order Entry is an edit function to allow user to enter the sales order of their client in preparation of picking from the warehouse.

This function can be EDI from external sources using CRiSTAL EDI function.







Sales Orders Entry								3 D
Client	Customer Code	Customer Name				)rder Header	Order Details	Clear - Fl
						1		jind Ei
Salas Order #	Order Type	Order Data		Order Status		lmage Query	Duplicate Orders	
Jales Order #		<ul> <li>✓ 12/26/2007</li> </ul>		DATA ENTRY		Picks Assign	Release To Whse	Save - F
Sales Order Header	·			-Click Button for req	uired page			
Delivery Date	Warehouse	Despatch Station		Instructions	Delivery	Transport	t Billing	Print - F1
12/26/2007	WHSE1	▼ ST1	•					
Document Refere	Invoice #	🗌 Back Order		Consignment		Customs Decl	aration Type	Preview -
		Full Pick Only				EXPORT - BC	I	
Delivery Code				Shipment #		Customs Decl	aration No	Delete - I
	•		Мар			•		
Address				Delivery Instruction	ns			
1								
State	Country	Postal Code						
1	1	1			User ID	Date a	ind Time	
Contact Person		Telephone		Last Modified				
				Picks Confirmed				E.
					,	,		Return - F
mark the second second second					CDICTAL	functoria	Database minutes	_
rent user: Cristal Solution	s 1 Sales Orders E	ntry		Langua	Je: CRISTAL	rrmsOEntry	Database: cwms_demo	

STEPS:

- 1. Click Sales Order Entry under the Outbound sub-module.
- 2. Select Client, Customer, Document Reference and click Save-F8.
- 3. System prompts Create New Sales Order. Click Yes and system auto generate a new Sales Order #.
- 4. Fill in the relevant fields. Click Order Details to create line items.







関 CRiSTAL Warehouse M	anagement Sys	tem (Demo)								_ & X
🗞 Sales Orders Entry										
Client	Customer Cod	e Customer	Name			Order	Header	Ord	Details	
UNITED	UNLIMITED	✓ Unlimited	Pte Ltd		-	Image	Query	 Duplic	ate Orders	Find - F7
Sales Order #	Order Type	Order Dat	8	Order Status	=	Picks	Assign	Relea	se To Whse	
		10/1/200	·							Save - F8
Line # Product		Product Description		UOM	Quantity	Grade	Lot #	Batch	# Exp	Print - F10
1 SERIAL01		Serial Number Contr	ol 01	EA	10	01				Preview - F1
										×
										Delete - F9
			-						>	
Line # Item Code		Attributes	List	Lot Number	Expir	ry Date		Item Size		
			2 Stock		<u> </u>					
Description				Batch Number	Man	ufacturing	Date	Item Color		
l New Oracle		0		1	<b>_</b>			]	-	
01 •		Quantity	<b>_</b>					Item Class		E Boturn 512
Current User: Cristal Solutions 1	Sales Or	ders Entry		L	anguage: CRISTAL	frms	iOEntry	Dat	abase: cwms_demo	<b>—</b> 1
🛃 start 🔰 🛅 2 w	indows Ex 👻	Run time error1	CRISTAL W	MS U 👔	CRISTAL Wareho	Unused	l Desktop Sho	ortcuts » 1	100% 🖣 📺 🤇	) 📕 🔂 3:42 PM

- 5. Select item from Item Code and Quantity. Click Save-F8
- 6. If inventory holds less than requested Sales quantity, system shall prompt insufficient message for further action.
- 7. Continue step 5 to 6 until sales order completes.
- 8. Return to Order Header.

User can decide to release sales order to warehouse for picking or to leave it as Data Entry status for later update.

To release to Warehouse for picking, continue

9. Click Release to Whse. System prompts acknowledgement and ask if Pick task is to be generated in Sales Order function or Warehouse Task.







CRiSTAL Warehou	se Ma	nagement Syste	m (Demo	)							_ 6
a Sales Orders Entr	у										Clear - I
Client		Customer Code		Customer Name				Order	· Header	Order Details	
UNITED	Ŧ	UNLIMITED	~	Unlimited Pte Ltd			-	Imag	e Ouerv	Duplicate Orders	Find - F
Sales Order #		Order Type		Order Date		Order Status					
GLS00058	-	ADHOC	•	10/1/2007		DATA ENTRY		Picks	Assign	Release To Whse	Save -
-Sales Order Head	er					Click Button for req	uired p	age	Release	e Sales Order To Warehouse f	or Picking
Delivery Date		Warehouse		Despatch Station		Instructions	De	elivery	Transport	Billing	Print - F
10/1/2007	•	WHSE1	•	ST1	-						D.
Document Reference	e	Invoice #		🗹 Back Order		Consignment			Customs Declar	ation Type	Preview -
				🗌 Full Pick Only					EXPORT - BOI	•	X
Delivery Code						Shipment #			Customs Declar	ration No	Delete -
UNLIMITED	•	Unlimited Pte Lt	d		Мар			•			
Address						Delivery Instruction	าร				
Bendeemer											
State		Country		Postal Code		1					
		SINGAPORE					Llear	ID	Data an	d Timo	
Contact Person				Telenhone		Last Modified	CRIS	TAL1	15 Nov	2007 20:46	
						Picks Confirmed	-		'		<b>E</b>
1							1		1		Return -
		[a] a)									
urrent User: Cristal Soluti	ons 1	Sales Order	's Entry			Langua	ge: CRIS	STAL frn	iSOEntry	Database: cwms_demo	

The system allows user to Picks Assign the picking immediately.

- 10. Click Pick Assign
- 11. Select Operator and click Generate Picks Order. System displays the items and location to be picked from and to.
- 12. Once picking is performed, click Confirm Picks Order

## 4.2.8. Sales Orders Manage

Sales Order Manage allows user to manage the Sales Order on an ad-hoc basis.




関 CRiSTAL War	ehouse Managemen	t System (Demo)							_ = = 🔀
🔑 Sales Orders	Manage								Clear - F6
Client		HOME ENTERTAINMENT CO., LTD	Order Number		List Order Detail		Find - F7		
SO#	Customer	Name	Pick Date	Delivery Date	Despatch Station	Route	Reference	Sta	Save - F8
GLS00003	UNLIMITED	Unlimited Pte Ltd	2/10/2007	2/10/2007	W101		R\EST	BAC	Print - F10
	⊽								Preview - F11
	4								Delete - F9
Sales Orders L	isting Option	Pick Option				Selecte	d Orders	_	
All Orders Day plus 1	Past Due To Day plus 2 There	day Discrete Batch Pick Re eafter Batch BP000236	f Rou	te Option	Delive Informa	ry tion KG		-	
Close Job	Des	elect Sort Sequence P	riority U	pdate iority	ECTED # of O	ders Selected	O Start Job	,	E Return - F12
Current User: Crista	Solutions 1 Sa	les Orders Manage		Language: CR	ISTAL frmMa	anage	Database: cwms	_demo	1
🦺 start	C Windows Ex	→ 💌 Run time error1	RISTAL WMS U	関 CRISTAL War	eho Unused I	Desktop Shortcut	s <sup>»</sup> 100% <sup>p</sup> -(	- <	🖬 🔂 3:43 PM

- 1. Click Sales Order Manage under Outbound sub-module
- 2. Select Client and system displays all sales order that has been released to warehouse that has not been assigned.
- 3. The system provides the option to user to select their Sales Order by All Orders, Past Due, Today, Day plus 1, Day plus 2 or Thereafter.
- 4. Select the SO# to be managed by clicking on the sales order line. The system displays the consolidated M3 and KG for information useful for later despatch purposes.
- 5. Click Start Job to release this Sales Order for picking in the Warehouse Task.

## 4.2.9. Truck Loading

This is based on Release 5.398 Build 657

Truck Loading allows user.

- To optimise their truck space by selecting and consolidate pending Delivery Order prior loading
- Print Load Manifest, Load Summary and invoices for shipping document purposes.





• Truck Loading is an optional process and must be activated in Client Profiles | Configuration

CRISTAL Ware System Favorites	eho Ir	use Manag Iquiry Oper	ement Sys ations Imp	tem (5.39 ort/Export	8.0 Bui Stock M	l <b>d 657)</b> anagement	Servic	es Billing	Reports Bas	ic Accounting	Customer	Service	
Remote Warehouse	e F g	'assenger Co	ntrol Admir	histration D	evelopme	ent							D
Select Options		-Load Refer	ence Inform	ation	L	oaded Summa	ary —						Clear - F6
Warehouse		Load Referen	nce Des	spatch Date	N	umber of DO	Unit C	Count	Item Count	Volume (m	3) Weigh	t (kg)	<i>#</i> 4
WHSE1	•	00000048	▼ 11	.05.2012	5			854		6	2,665	453,765	Find - F7
Client		Pending Del	ivery Orders	6				Loading De	elivery Order	5			Save - F8
Customer	•	Client	Delivery Order	Delivery Date	Custome	r Sales Or		Client	Delivery Order	Delivery Date	Customer	Sales Order	Print - F10
	•	UNITED	00000123	28.07.2008	NEXTOUS	T GLS000		UNITED	00000117	30.06.2008	UNLIMITED	GLS00125	<u>à</u>
, Despatch Station		UNITED	00000125	01.08.2008	UNLIMIT	ED GLS0010		UNITED	00000119	10.07.2008	UNITED	GLS00127	Preview - F1
W101	-	UNITED	00000126	01.08.2008	UNITED	GLS0013		UNITED	00000120	10.07.2008	UNLIMITED	GLS00128	$\times$
Davida ID	_	UNITED	00000127	11.08.2008	UNITED	GLS0013		UNITED	00000121	22.07.2008	UNITED	GLS00086	Delete - F9
	_	UNITED	00000129	11.08.2008	UNITED	GLS0014		UNITED	00000122	22.07.2008	UNLIMITED	GLS00058	
	<u> </u>	UNITED	00000130	12.08.2008	UNLIMIT	ED2 GLS0013							
Debuery Dete		UNITED	00000131	20.08.2008	UNLIMIT	ED GLS0013							
Delivery Data		UNITED	00000132	20.08.2008	UNLIMIT	ED GLS0014							
Carrier		UNITED	00000133	23.08.2008	UNITED	GLS0015							
1		UNITED	00000134	25.08.2008	UNITED	GLS0015							
Vehicle Number		UNITED	00000135	27.08.2008	UNITED	GLS0015							
		UNITED	00000136	08.09.2008	UNLIMIT	ED GLS0015							
Container Number		UNITED	00000137	27.09.2008	UNITED	GLS0013	-						
		UNITED	00000138	29.09.2008	UNITED	GLS0012							
Load Volume Limit		<	00000.000		l		-	< -				>	
Load Weight Limit		SELECT	UNSELEC	г				GLS00058	Print O Manifes Pallet	ption st 0	Invoice	0 +	
		]				Connote	•	Dimensi	ons Carrier	Order 0	Summary	0 🕂	E Return - F1:
urrent: Default Admin ID		Truck Lo	ading				CRISTA	L.	frmTruck	Loading	Database:	cristalwms	

- 1. Click Truck Loading under the Outbound sub-module.
- 2. Select Client and click Find
  - a. System displays pending Delivery Order based option such as All Orders, Despatch, Customer or Routes.
- 3. Select the pending DO by clicking on the DO line on the left column. The selected DO line shall be transfer to the right column indicating the desired loading.
- 4. System auto generate Load Reference number.
- 5. Continue step 3 until it optimise the truck space.
- 6. After completion the selection, user can select to print following by specifying the number of copy required:
  - a. Load Manifest
  - b. Carrier Order
  - c. Invoice
  - d. Load Summary
    - i. Status of the selected Sales Orders shall be updated to DESPATCHED if Load Summary is printed





## 4.3. Warehouse

Under Warehouse, this sub module allows user to call for warehouse operation i.e Replenishments and Warehouse tasks

## 4.3.1. Replenishments Manage

In Replenishment Manage, the system retrieves pickface replenishment and allow user to Start Job to create as warehouse task so that user can perform picking and transfer items to pickface location.

関 CRi	STAL Ware	house M	anagement Sys	tem (Demo)									- 7 🛛
🔑 Re	plenishmen	ts Mana	ge										Clear - F6
Clie	nt							Order	Number			1	
UN	ITED	-		E ENTERTAINMENT (	CO., LTD			Y		List	t Order Detail		的 Find - F7
											, ,		
Sele	ect Wareho	use	Pickface	Product		Grade	UOM	Replenish Level	Qty in Pickface	Replenish Qty	Qty in Reserve	L	Save - F8
Y	WHSE1		AB060101	UHE-5028		01	PC	30	0	300	2571		
N	YTW		AG030101	CHT-1650		01	PC	100	0	400	5890		Print - F10
												L	Preview - F11
	X											L	Delete - F9
	close Job		Deselect ALL		Priorit	y	Update	List SELECTED	# of Orders 5	ielected 0	Start Job		Return - F12
Current	User: Cristal S	Solutions 1	Replenis	hments Manage			Langu	Jage: CRISTAL	frmManage		Database: cwms_d	emo	
🦊 s	tart	🛅 2 W	indows Ex 👻	Run time error1	CRISTA	L WMS U	🛛 🔋 🕄 CRIS	TAL Wareho			100% p-(	۲	3:46 PM

**STEPS**:

- 1. Click Replenishments Manage under Warehouse sub-modules
- 2. Select Client and system list all items required for replenishment.
- 3. Click the Product line.
- 4. Click Start Job.

## 4.3.2. Warehouse Tasks

In Warehouse Tasks, the system generates warehouse tasks from its work pool and assign to the operator that is authorised to perform warehouse task.







🛛 CRiSTAL Warehou	se Management System (Den	no)							
🖁 Warehouse Tasks									
Operator	Works Order #	Status		Client		Task Ty	De .	Receipt #	Clear - Po
CRISTAL1	• 00000084 •	ASSIGNED		UNITED		S - Put	Away	GL000018	Find - F7
Task # Activity	Pallet #	Location From	Product		UO	M (L)	Qty (L)	Pallet To	Save - F8
2 1	UNITED000236		UHE-5028	3	PC		200	UNITED000236	
									Print - F10
									Preview - F1
									Delete - F9
		_		_	_		_	2	
Task / Activity #	Source Pallet			Batch Numb	er	Receipt D	ate	Warehouse	
2 1	JNITED000236	1 2	2 R			5/11/200	7	WHSE1	
Destination Pallet	Item Code			Lot Number Customer Owner			Location		
UNITED000236	UHE-5028		•				<b>~</b>	AA040102	
Item Description				Expiry Date		Supplier		Zone / Area	
5028 Barney is Paja	ima Party			4/30/2009			Ψ	GENERAL	
Item Grade	UOM (Loose)	Quantity (Loose	9)	Mfg Date			1	Check Digit	
01	PC	200				Seria	l Numbers		
Print Label	Print Consol WO	Label Ut	ility			Cor	firm Task	Confirm ALL	Return - F12
Current User: Cristal Solut	ions 1 Warehouse Tasks				Language: CR	ISTAL	frmWhseTask3	Database: cwms_demo	
🏭 start 💦 🗈	2 Windows Ex 🔹 🔯 Run ti	me error1 🕅		WMS U	CRISTAL Ware	eho L	nused Desktop Shor	rtcuts * 100% - ा	) 📕 🔂 3:46 PM

- 1. Click Warehouse Tasks under the Warehouse sub-module
- 2. Ensure that the user is authorised to perform warehouse task. Select Operator and click Find-F7. The system generate warehouse task which could be either putaway, picking, replenishment etc depending on the operator's task allocation.
- 3. User may print the warehouse task as part of paper-based warehouse operation.
- 4. In the warehouse task, operator may be required to enter some of the control parameter such as Batch Number, Lot Number, Expiry etc depending on the product configuration.
- 5. Once the operation complete, click Confirm Task (for individual line item) or Confirm All for complete items. System acknowledge task complete and continue to issue next tasks.

## 4.3.3. Works Orders Manage

In Work Orders Manage, it provides a list of pending assigned work tasks. User can select single or multiple WO# and allocate Priority to release to the Warehouse Tasks





🔋 CRiSTAL Warehou	ise Manag	ement Sy	stem (Der	no)					_ 7×
🔑 Works Orders Ma	inage								
Talanahan yaa									Clear - F6
vvarenouse							Lia	st Order Detail	<i>d</i> Å
Journer	<u> </u>					Jooo			Find - F7
wo#	Task #	Priority	Task Type	Pallet	Client	Sales Order	Product	Descriptio	Save - F6
00000138	1	50	Р	WHSE1-AA010102	CANON HI-T	00000014	NEW ITEM	new item	
00000129	1	50	S	UNITED000280	UNITED		PROD001	PROD001	Print - F10
00000129	2	50	S	UNITED000282	UNITED		PROD001	PROD001	
00000129	З	50	S	UNITED000283	UNITED		PROD001	PROD001	Preview - F11
00000129	4	50	S	UNITED000283	UNITED		UHE-5373	5373 He L	
00000126	1	50	S	UNITED000228	UNITED		UHE-5028	5028 Barr	Delete - E9
00000126	2	50	S	UNITED000229	UNITED		SET00001	SET 0000	
00000126		50	S	UNITED000229	UNITED		UHE-5373	5373 He	
00000126	4	50	S	UNITED000230	UNITED		CHT-1650	PIXMA IP6	
00000126	5	50	S	UNITED000230	UNITED		PROD001	PROD001	
00000126	6	50	S	UNITED000231	UNITED		AI-13791	AI-13791	
00000084	2	50	S	UNITED000236	UNITED		UHE-5028	5028 Barr	
								٢	
Close Job		Deselect ALL		Priority	Update Priority	List SELECTED	D # of Orders Selected	Start Job	Return - F12
Current User: Cristal Solut	tions 1	Works C	orders Mana	ge	Lang	Jage: CRISTAL	frmManage	Database: cwms_demo	
🏄 start 🔰 🖻	2 Windows	s Ex 🔹	🔊 Run ti	me error1 🕅 🕅 CRISTAL WM	IS U 🛛 関 CRIS	TAL Wareho	Unused Desktop Shortcuts **	100% 🖃 💼 🔇 📲	3:46 PM

- 1. Click Works Orders Manage under the Warehouse sub-module
- 2. Select Warehouse. System display all pending assigned job
- 3. Select the WO# and assign Update Priority. Click Start Job to release as Warehouse Tasks.





# 5. STOCK MANAGEMENT

Stock Management modules acts as a "house keeping" function whereby it perform Stock Take, Adjustment, Item and pallet transfer and adjustment etc.

Under the Stock Management Module, there are sub-module comprises of:

- 1. Stock / Cycle Count
  - ✓ Stock / Cycle Count Entry
  - ✓ Stock Count Management
  - ✓ Stock Status Export
- 2. Stock Management
  - ✓ Inter Warehouse Transfer
  - ✓ Items Re-labelling
  - ✓ Items Relocation
  - ✓ Ownership / Item Code Transfer
  - ✓ Pallet Relocation
  - ✓ Serial Numbering Maintenance
  - ✓ Stock Adjustments



# 5.1. Stock / Cycle Count

CRiSTAL Warehouse management system incorporates cycle counting and stocktaking to facilitate housekeeping in the warehouse.

It also facilitates stocktaking or stock comparison at host system by exporting stock balance for upload to the host system.

## 5.1.1. Stock Count Management

In Stock Count Management, CRiSTAL WMS enables Count by Cycle Count of Stock Take. Each allows counting to be carry out either by Item Code (SKU) or by location





CRiSTAL Warehouse Management System (Demo)		_ @ 🛛
Stock Count Management		Clear - F6
Client	Warehouse	
UNITED UNITED HOME ENTERTAINMENT CO., LTD	WHSE1	Eind - E7
	,	
Cycle Count Stock Count Ref	Stock Take Reports	Sovo F8
Stock Take 00000096 🔻	Description	Dave - 1 0
	Count Tag	
Lycle Count Management	Count WorkSheet	
By Itome By Locations 8/22/2007 ACTIVE	NO physical count report	<u>a</u>
By rems by couldn's provide	Stock valuation Report (Detail)	Preview - F
Item Code Description	Stock valuation Report (Item)	$\mathbb{X}$
AT-12701	Stockcount Variance Report	Delete - F9
Post Count Variance Cancel Stock Count Setup Stock Count		Raturo, F
		Return - F1
rent User: Cristal Solutions 1 Stock Count Management Language: CRIST	TAL frmStockTakeInit Database: cwms_demo	
🖌 Start 🔰 📄 2. Windows Ex , 📓 Run time error 1 📓 CRISTAL WMS U 👔 CRISTAL Wareh	o Unused Desktop Shortcuts 🎽 100% - 🚛 🌏 🚽	3:50 PM

## **CYCLE COUNT**

## Setting Up Cycle Count

For SKU based cycle count, the cycle count can be based on activity, value or combination.

(CRISTAL Warehouse Management System (Demo)		
Stock Count Management		Charry Ef
Client	Warehouse	
UNITED UNITED HOME ENTERTAINMENT CO., LTD	WHSE1	<i>i</i> 4
Stock Count Options Stock Count Def	Stock Take Reports	Find - F7
Cycle Count Stock Take	Description	
Selection Method	Count Tag	Save - F8
	Count WorkSheet	
Product Location Random	NO physical count report	Print - F10
Product s	Stock valuation Report (Detail)	
s	Stock valuation Report (Item)	D
Product Group Product Grade ABC - Movement ABC - Value S	Stockcount Variance Report	Preview - E11
Category		X
		Delete - F9
-l oration		
Zone Location (pattern)		
(eq. A%, A 01%, AB01%)		
-Random		
Item Count Total Items Selected		
		<b>A</b>
		Return - E12
Post Count Variance Cancel Stock Count Setup Stock Count		
Current User: Cristal Solutions 1 Stock Count Management La	anguage: CRISTAL frmStockTakeInit	Databas





In cycle count, it is necessary to define the cycle count period (in number of working days) in which a count cycle is to be completed – namely every thing are counted as required.

The cycle count period is defined in the System Configuration:

関 CRiSTAL Warehouse Manage	ment System (Demo)		
System Configuration			Ē
Line Control Control	- User Casternable Brassdow	c Fite Linearce and Sustem Setting	Clear - F6
User Configurable Settin	g Oser Colligurable Procedure	s Site Litence and System Setting	
Changes to System Configuration intended changes.	on will affect the functionalities of the syste	m. User must be aware of the impacts of	<b>649</b> Find - F7
– Site Configuration Parameters			
Configuration Group A	otion	Value	Save - F8
AUTHORISATION Clear D	Despatch Grid Stock ON Despatch	Y	
BILLING Clear I	tem and Attributes on Next Item	N	
DATA FORMAT Clear I	item field on Next Item	N	Print - F10
EMAIL_SETTING Clear L	.ogs	N	
KPI Color 6	Teding Chatary Date	v.	E
MSO Cycle	Count Period	245	Preview - F11
PRIM Cycle (	Count Realtime Stock Update	N	
PRODUCT Data D	Ispiay Format CURRENCY	<del>*,**</del> U.#U	*
PURCHASE ORDER Data D	isplay Format - NUMERIC	#,##0.##0	Delete - F9
QA Data D	)isplay Format - VOLUME	#,##0.#####0	
RECEIPT Days P	rior Delivery Date - Pick Task Creation	2	
SALESORDER Defaul	t Base UOM	PC	
STOCK MGT Defaul	t Customer AS Stock Owner	Y	
	istis d	1.000 IV	
Description			
Cycle Count Period			
Configuration Code	Configuration Value	Update	E Dahuma E10
CYCLE_COUNT_PERIOD	245	YES Value • Change	Return - F12
Current User: Cristal Solutions 1 Syst	em Configuration	Language: CRISTAL frmSystemConfig	Databas

In addition, the Cycle Count Realtime Stock Update flags whether stock adjustment is to on realtime – adjust on updating of physical or otherwise.

If it is flagged as 'N', the physical count entry will be posted to a table in the system for review before posting.

In Cycle Count, the module allows count by Items or by Location. The system identifies item codes to be cycle-counted based on the Count Frequency, as specified in Product Definition for each item code and the Last Count date. The Last Count date is automatically updated by the 'Setup Stock Count' in the Stock Management.

Note: The Last Count date is not reverted when a Stock Count is cancelled instead of posted as skipping a count will result in Cycle Count not being completed in the specified cycle.





🕅 CRiSTAL Warehouse Management System (Demo)	
🖋 Stock Count Management	🛛 D
Client Warehouse	Clear - F6
UNITED VILLED HOME ENTERTAINMENT CO., LTD	1 44
- Stack Count Online	Find - F7
Stock Count Options Stock Count Ref	
Cycle Count Stock Take Description	Save - E8
Cycle Count Management Count Tag	
Cycle Count Option Count Date Status Count WorkSheet	
By Items By Locations 2007-04-15 WAITING NO physical count report	Print - F10
Stock valuation Report (Detail)	
Item Code Description Stock valuation Report (Item)	
Stockcount Variance Report	Preview - F11
	×
	Delete - F9
	L Behurp - E12
Post Count Variance Cancel Stock Count Setup Stock Count	Kotum-F12
Current User: Cristal Solutions 1 Stock Count Management Language: CRISTAL frmStockTakeIni	t Databas

#### **Setting Up Cycle Count Frequency**

To facilitate the definition of the Count Frequency of the items, an utility is provided in the Administration | Miscellaneous Maintenance Tools -> ABC Class and Cycle Count Update.

The item codes are to be classified in ABC class by movements (Pick Frequency) and product value basing on FOB Cost.

(Refer to Miscellaneous Utilities documentation for details.)

#### Cycle Count by Items

Cycle count by Items is available by selecting the Item Code. When Item Code is triggered, the system computes the available Product. Select Product.

#### **Cycle Count by Location**

Cycle count by location is available at Warehouse level only.

When the location cycle count is triggered, the system computes the total number of 'AVAIL' locations in the warehouse and divides it by the cycle count period to compute the number of locations to be counted.

The locations are then identified from the locations matrix basing on the walk sequence in the warehouse. Empty location will also be selected.

The count task is then created based on the selected locations for items that are in the locations.





🛚 CRiSTAL Warehous	e Management S	ystem (Demo	)				
🔑 Stock Count Mana	gement						D .
Warehouse					Wa	rehouse	Clear - Po
WHSE1 -	Warehouse 1					-	<i>6</i> 4
,,					Charles Pressed		Find - F7
		Stock Count Re	f		Stock Take Reports		
Cycle Count	Stock Take		-		Description		
- Cycle Count Manage	ment				Count Tag		Save - Fo
Cycle Count Option		Count Date		Status	Count WorkSheet		
By Items	By Locations	2007-04-15		WAITING	NO physical count report		Print - F10
,,		-		-	Stock valuation Report (D	etail)	
Warehouse	Location		Zone		Stock valuation Report (I	tem)	B
					Stockcount Variance Repo	ort	Preview - F11
							Lelete - F9
Back Count Variation	co Concel C	took Count		atun Stack Court			E Return - F12
Post count Varian		LUCK LUUNC		εταρ στοτκ τουπτ	J		
Eurrent User: Cristal Solutio	ons 1 Stock Count	Management			Language: CRISTAL	frmStockTakeInit	Databas

## **Starting Cycle Count**

After selecting the Cycle Count Option, click on the button Setup Stock Count.

The system will based on the option specified and select the items or location to be counted.





#### Stock take

👹 CRiSTAL Warehouse Management System (Demo)	
Stock Count Management	Clear - F6
Warehouse Client	
WHSE1 VIITED VIITED HOME ENTERTAINMENT CO., LTD	44
Stock Count Initiation Stock Count Ref	Find - F7
Cycle Count Stock Take 00000003   Description	Save - F8
Selection Method	
Count WorkSheet	A
NO physical count report	Print - F10
Stock valuation Report (Detail)	
Stock valuation Report (Item)	
Product Group Product Grade ABC - Movement ABC - Value Stockcount Variance Report	Preview - F11
Category	y Delete - F9
Location	
Zone Location (pattern)	
(eq. A%, A 01%, AB01%)	
Random	
	Ē
Post Count Variance Cancel Stock Count Setup Stock Count	Return - F12
L Current User: Cristal Solutions 1 Stock Count Management Language: CRISTAL frmStock	TakeInit Databas

CRiSTAL WMS provide for various options in carrying out a stocktake:

- 1. Product
  - a. User is further allowed to select a specific
    - i. Product code
    - ii. Product Group
    - iii. Product Grade
    - iv. ABC Movement group
    - v. ABC Value group
    - vi. Category
  - b. Or combination of above
  - c. Or none which mean all Products
- 2. Location
  - a. User has the options of
    - i. Warehouse
    - ii. Zone
    - iii. Location or prefix of the location address
  - b. Or combination of above
    - i. user need to ensure it is a valid else no location will be selected
- 3. Random





- a. A variation of the stocktake take product code in which user specify the number of product code to be checked while the system select the product codes to check
- b. The selection may include product code that has no stock.

#### **Conducting a Stocktake**

To start and conduct a stocktake:

- 1. Specify the warehouse
- 2. Select the Client
- 3. Select the Stock Take option
- 4. Specify the option and select criteria
- 5. Click Setup Stock Count
- 6. Print the required worksheet
  - a. Count Tag 1 page per location (see appendix)
  - b. Count Worksheet by aisle (see appendix)
- 7. Perform the physical count
  - a. Record item found in location not in the worksheet in the space provided.
- 8. Input the count (see next section)
- 9. On completion of the count entry, generate the following reports to confirm the count and verify the variance
  - a. NO physical count report
    - i. Check for location that have not been counted or missing count entry
  - b. Stockcount Variance Report
- 10. If stock count is correct, print
  - a. Stock valuation Report (Detail), or
  - b. Stock valuation Report (Item)
- 11. On confirmation of acceptance of the stock count variance, click Post Count Variance
  - a. This synchronises the system stock balance with the physical stock count
  - b. Stock Adjustment entries are created in the movement history for all adjustments.





## 5.1.2. Stock Count Entry

The next step in the stocktaking or cycle count is the stock count entry.

# 5.2. Batch Mode

The stock count entry as described here is the batch mode count – stock counts are captured in a separate table. Reports of variances can be printed and reviewed. Recounts can be made till the management is satisfied and approved the count.

関 CRiSTAL Warehouse Ma	nagement S	ystem	(Demo)					
Stock / Cycle Count En	try		Shaelitaka Dafi - Wax		Lassier			Clear - F6
	HOME ENTERI			SE1	■ 3A030201	•	Variance Only	
WH5E1 Whse	Rec Num	Count #	Pallet	Product		иом	System	Find - F7
AA Aisle	1366	0	WHSE1-3A030201	PRODO	02	PC		Save - F8
AA010102 AA020101 AA020102 AA020102 AA030102								Print - F10
AA040101 AA050101 🖃 🗞 AB Aisle - 📕 AB040302								Preview - F11
AB050101							>	X Delete - F9
	Rec Num	Pallet WHSE	1-3A030201	Page	Grade	Lot Nu	mber	
	Item Code	e			UOM	Batch I	Number	
	Descriptio	- n			Count Qty	Expiry	Date	
	PROD002 Remarks	2			Owner	30 Manufa	acturing Date	£
						<b>V</b>		Return - F12
Current User: Cristal Solutions 1	Stock / Cycle	Count E	ntry		Language: CRISTA	L frr	nStockCount	Databas //

To input the stock counts:

STEPS:

- 1. Select the location / item
- 2. Input the Count Qty
- 3. Click 'Save'
- 4. Repeat till all counts are updated

# 5.3. Stock Management

In Stock Management module, it allows user to house keep the warehousing on a Warehouse, item to pallet level.

## 5.3.1. Inter Warehouse Transfer

Inter Warehouse Transfer allows user to transfer inventory from a warehouse to another warehouse where both are maintained under one CRiSTAL WMS. In this module, it creates a Transfer Order reference and specifies the product





detail. The job is subsequently released into the Warehouse Task to perform the actual transfer.

Ø	CRiSTAL Wareh	ouse Management !	System (Demo)					- 7 🛛
1	Inter Warehous	e Transfer						
ſ	Client					-	1	Clear - F6
	UNITED		OME ENTERTAINMENT CO.	LTD	Transfer Order	Transfe	er Detail	14
	Transfer Referer	nce Date	Status					Find - F7
		▼ 12/26/200	7 DATA ENT	RY	Pro	ICESS		
	-Source Wareh	nuse		Destir	ation Warehouse			Save - F8
		- Warehous	o 1					
	Christ		81	Church				Print - F10
	Address 1							<u>A</u>
	Building			Buildin	-			Preview - F11
	Building 1				3			X
	Country		Postal Code	Countr	w.	Postal Code		Delete - F9
	SINGAPORE	•			·			
	, Despatch Grid		J	Check	 In Station	1		
	ST1	•			•			
	Remarks	_		,	_			
	1							Return - F12
CL	urrent User: Cristal So	lutions 1 Inter	Warehouse Transfer		Language: CRISTAL frmI	nterWhseTransfer	Database: cwms_demo	
1	🛃 start 🔰	🛅 2 Windows Ex	• 🕅 Run time error1	CRISTAL WMS U	関 CRISTAL Wareho Unused	Desktop Shortcuts »	100% <mark>- 🔳 🔇</mark>	📕 👩 3:53 PM

- 1. Click Inter Warehouse Transfer under the Stock Management sub module.
- 2. Select the Source Warehouse and Destination Warehouse. Click Save F-8 to generate a Transfer Reference.
- 3. Select Transfer Details to create the Item of which inventory shall be transferred.







	arehouse Transfer								
lient									
JNITED		EENTERTAINMEN	VT CO., LTD	Trar	nster Order		Transfer	Detail	<i>4</i> 4
ransfer	Reference Date	Stat	us					1	Find - Fi
WT0000	09 🔹 12/26/2007	DAT	A ENTRY			Process			
									Save - F
Line #	Item Code	Description		U	юм	Quantity	Grade	Batch No	
1	UHE-5028	5028 Barney	is Pajama Party	P	с	2	01		Print - F
							X		Preview -
									I leiete -
									Delete -
									Delete -
									Delete -
									Delete -
								۶	Delete -
) <mark></mark>	Item Code			Batch Number	Expiry	Date	Item Size	2	Leiete -
ine	Item Code		1 2	Batch Number	Expiry	Date	Item Size	2	Uelete -
ine escriptio	Item Code		¥ 1 2	Batch Number	Expiry Manufa	Date acturing Date	Item Size	ж Ж	Uelete -
ine Iescriptic	Item Code		1 2	Batch Number	Expiry Manufa	Date acturing Date	Item Size	2 3 37	Delete -
ine Hescriptic	Item Cade	Quan	1 2 	Batch Number	Expiry Manufa	Date acturing Date	Item Size	> * * *	Uelete -
ine escription rade	Item Code	Quan	▼ 1 2  ttty ?	Batch Number	Expiry Manufa Supplie	Date acturing Date ar	Item Size	х з	Delete -
ne escriptio	Item Code on UOM	Quan	• 1 2  ttty ?	Batch Number	Expiry Manufa Supplie	Date acturing Date ar	Item Size	> * *	Delete -

- 4. Select the Item Code and enter the Quantity.
- 5. Entry the necessary product parameter such as Batch Number, Expiry Date, Lot Number etc depending on the control requirement configured for this product.
- 6. Click Save-F8 to add to the list.
- 7. Repeat step 4 to 6 until the list is completed.
- 8. Return to Transfer Order
- 9. Click Process to release the transfer as Pick tasks.

Go to Warehouse Task to perform the actual transfer. Note: the job may be in sequence accordingly to all pending tasks on hand.

#### 5.3.2. Items Re-labelling

Items Re-labelling allows user to change the select inventory attributes on item level but stored in the same warehouse and pallet location. The attributes includes it control parameter such as Lot Number, Batch number, expiry date etc depending on its product definition configuration. It does not adjust the overall quantity.







🤁 CRISTAL Warehouse Management System (Demo)	
P Items Re-Labelling	Clear - F6
Client Document Reference	
UNITED UNITED HOME ENTERTAINMENT CO., LTD N R S	→  Å Å
Source Destination Items In Dallat	
Whee WHSE1	
	Save - F8
	Print - F10
Item ?	Preview - F1
General Fashion Dimensions Bonded	Delete - F9
Common Stock Control Attributes Original Attributes Lot No	
Batch No Item Grade	-
Expiry Date UOM	 ㅋ
Mfg Date Quantity	
Receipt Date	
	≟   .
Supplier	
Country	E Datum F12
	Return - F12
Current Liker: Cristal Solutions 1 Trems Re-Labelling Language: CRISTAL frmStrickMaintenance Database: rums	demo
👔 start 📄 🖆 2 Windows Ex 🔹 🗿 Run time error1 🚳 CRISTAL WMS U 🔞 CRISTAL WASH Unused Desktop Shortcuts » 100% 🖓 📹	🔇 📕 👩 3:57 PM

- 1. Click Items Re-labelling under the Stock Management sub module.
- 2. Select the Pallet using the drop down bar. The system displays all products that are stored on this pallet.
- 3. Select the Item No that requires re-labelling.
- 4. Change the label on the Revised Attributes column in accordance to General, Fashion, Dimensions and Bonded. Only those fields that allow to be revised will not be blocked by the system.
- 5. Enter the Reason Code using the drop down bar. Reason codes are generated under the Administration->System->System Parameter Maintenance->Reason Codes.
- 6. Click Save-F8 upon complete.

## 5.3.3. Item Relocation

Item Relocation allows user to relocate the item to a new location.





items Rel	location								
Client							Document Reference	B	Clear - F
UNITED			NTERTAINMENT	CO., LTD			NRS	•	<b>åå</b> Eind - F
	Source		Destination		Items In F	allet			
Vhse	WHSE1	•	WHSE1	-	Item No				Save - F
allet		•		•					
ocation	₩	•		•					Print - F
em	, 		,	▼ ?					<u> </u>
					1				Preview ·
Gen	eral	Fashion D	imensions	Bonded					Delete -
	Out-	to all a secole care of	Devidenced A						
ot No atch No	Orig	inal Attributes	Revised A	ttributes	Item Grade	<b>_</b>			
ot No atch No xpiry Dat	Orig	inal Attributes	Revised A	ttributes	Item Grade	E		•	
ot No atch No xpiry Dat 1fg Date	Orig	inal Attributes	Revised A	ttributes	Item Grade UOM Quantity			·	
ot No atch No xpiry Dat 1fg Date eceipt Da	Orig	inal Attributes	Revised A	ttributes	Item Grade UOM Quantity Reason Code			• • •	
ot No atch No xpiry Dat Ifg Date eceipt Da wner	Orig	inal Attributes	Revised A	ttributes	Item Grade UOM Quantity Reason Code Remarks			•	
ot No atch No «piry Dat Ifg Date eceipt Da wner upplier	te	inal Attributes	Revised A	ttributes	Item Grade UOM Quantity Reason Code Remarks			• • •	
ot No atch No xpiry Dat lfg Date eceipt Da wner upplier ountry	e Contraction of the second se	inal Attributes	Revised A	ttributes	Item Grade UOM Quantity Reason Code Remarks			• • •	E Return -

- 1. Click Item Relocation under the Stock Management sub-module.
- 2. Click the Source Pallet whereby the items shall be transferred.
- 3. Select the Destination Location using the drop down bar. The system automatically uses the Destination Pallet as the new pallet number.
- 4. Click Save-F8 to effect the change.

## 5.3.4. Ownership/Item Code Transfer

Owner / Item Transfer is designed as a productive tools to assist users in converting stock owned by one client to another or convert a product with one item code to another.

Typically when stock is transfer from one client to another, the stock have to be picked and then re-check in and putaway to some other storage location. Similarly when changing one item from one item code to another.

The Owner / Item Transfer function is designed to carry out a system transfer. Namely, no physical is required. The system effects the transfer by creating within the system the activities that is involved in a transfer – pick, check in and putaway into the original locations.

#### **Ownership Transfer**





👖 CRiSTAL Warehouse Management System (Demo)		_ 7 🛛
🔑 Ownership / Item Code Transfer		
Original Client (FROM)	Destination Client (TO)	Jear - Fb
UNITED VINITED HOME ENTERTAINMENT CO., LTD	UNITED UNITED HOME ENTERTAINMENT CO., LTD	<b>åÅ</b> Eind - E7
Transfer Order # Date Status	Remarks	r ing - r 7
▼ 12/26/2007 DATA ENTRY		Save - F8
Line # Scr Client Scr Item UOM	Qty Grade Owner Dest. Client Dest It	Print - F10
N)	Pi	review - F11
	D	)elete - F9
Line # Item Code Attributes List	Batch Number Lot Number	
▼ 1 2 Stock		
Description	Expiry Date Production Date Supplier	
?		
Grade UOM Quantity	Owner Currency Price	
Destinated Item Code Customer Stock Owner		- 1
· · ·	Remove         Process         New Item         Add / Update         Red	eturn - F12
Current User: Cristal Solutions 1 Ownership / Item Code Transfer	Language: CRISTAL frmStkOwnerTransfer Database: cwms_demo	
🐉 start 🗎 😂 2 Windows Ex 🔹 🗟 Run time error1 🙆 CRISTAL	WMS U 🔋 CRISTAL Wareho Unused Desktop Shortcuts 🎽 100% 🔮 🚛 🗞	3:59 PM

- 1. Click Ownership/Item Code Transfer under the Stock Management submodule.
- 2. Select the Original Client (From) and Destination Client (To) whereby the owner of the goods shall be transferred.
- 3. Enter the Item Code and Quantity.
- 4. Select the Destinated Item code. Note: the Destinated Item code must belong to the Destinated Client.
- 5. Click Add/Update.
- 6. Repeat step 3 to 5 to complete the list.
- 7. Click Process. The job shall be added to the Warehouse Task

#### Item Code Transfer

- 1. Click Ownership/Item Code Transfer under the Stock Management submodule.
- 2. Select the Original Client (From) and use the same for Destination Client (To).
- 3. Enter the Item Code and Quantity.





- 4. Select the Destinated Item code.
- 5. Click Add/Update.
- 6. Repeat step 3 to 5 to complete the list.
- 7. Click Process. The job shall be added to the Warehouse Task

## 5.3.5. Pallet Relocation

Pallet Relocation allows user to transfer the whole pallet from one location (Source) to another (Destination).

🔋 CRISTAL 1	Warehous	se Management	System (Demo)						- 7 🛛
🔑 Pallet Re	location								D
Client							Document Reference	æ	Clear - F6
UNITED			OME ENTERTAINMENT	CO., LTD			NRS	•	<i>#</i> 4
	Courses		Destination		Itoms In Dall	ot	,		Find - F7
Whse	WHSE1		WHSE1	-	Items in Pail	81			
Pallet					Item No				Save - Fo
1 canetica									Brint E10
Location			<b>_</b>						
Item				▼ ?					Review - F11
Gen	eral	Fashion	Dimensions	Bonded					X Delete - F9
Common	Stock Co	ntrol Attribute							
Connor	Orig	jinal Attributes	Revised A	ttributes					
Lot No									
Batch No					Item Grade			•	
Expiry Dat	te 🗌				UOM			•	
Mfg Date	, 		(		Quantity		(		
Receipt Da	ate 🗌		12/26/2007		Reason Code				
Quinor			12/20/2007		Bomorko				
Owner				<b></b>	Remarks				
Supplier				•					
Country				•					E Poturn F12
Current User: C	Iristal Solutio	ons 1 Palle	t Relocation		Langu	age: CRISTAL	frmStockMaintenance	Database: cwms_demo	1
🛃 start		2 Windows Ex	• Run time error1	. 🛛 🕅 CRISTAL WI	MS U 関 CRIS'	TAL Wareho	Unused Desktop Shortcuts	» <mark>100% <mark>- (</mark>≣= 🔇 ∎</mark>	4:00 PM

- 1. Click Pallet Relocation under the Stock Management sub-module.
- 2. Select the Client.
- 3. Select the Pallet using the drop down bar. The system display the list of products stocked for this pallet.
- 4. Select the Location of the Destination Pallet using the drop down bar.
- 5. Click Save-F8 to update the transfer.





## 5.3.6. Stock Adjustment

Stock Adjustment allows user to adjust the stock of the inventory based on the pallet or location.

関 CRISTAL W	Varehouse Management Sy	ystem (Demo)					_ 7 🛛
🔑 Stock Adji	ustments						Clear - F6
Client					Document Referenc	e	
UNITED		ME ENTERTAINMENT CO	, LTD		NRS	•	MA Find - F7
S	Bource	Destination		Items In Pallet			
Whse	WHSE1	WHSE1	<b>_</b>	Item No			Save - F8
Pallet			<u> </u>				Brint E10
Location		•	•				Print - FTU
	<u></u>		<u> </u>				Preview - F11
Gene	Fashion	Dimensions	Bonded				Delete - F9
-Common S	Stock Control Attributes						
	Original Attributes	Revised Attr	butes				
LOUNO							
Batch No				Item Grade		•	
Expiry Date	•			UOM		•	
Mfg Date				Quantity			
Receipt Dat	te	12/26/2007	•	Reason Code		•	
Owner			•	Remarks			
Supplier			•				
Country			•	ļ			E Return - F12
Current User: Cri	istal Solutions 1 Stock A	Adjustments		Language: CRISTAL	frmStockMaintenance	Database: cwms_demo	
👭 start	2 Windows Ex 🔸	Run time error1	CRISTAL WMS	U RISTAL Wareho	Unused Desktop Shortcuts	100% - 🖬 🔬 📕	4:00 PM

- 1. Click Stock Adjustment under the Stock Management sub-module
- 2. Select Client, Source Whse and Pallet of which the inventory is stored. The system display a list of inventory kept on this pallet.
- 3. Select the Item No and system display the details.
- 4. Enter the Quantity to be adjusted and select Reason Code.
- 5. Click Save-F8 to update the adjustment. Only system is adjusted, there is no physical movement.





# 6. REPORTS

All reports in CRISTAL WMS are formatted with Seagate Crystal Reports.

CRiSTAL WMS is implemented with a comprehensive range of reports. Although there are over 120 report templates, CRiSTAL Solutions does not expect this to meet the requirement of all users. Also the reports may not be in the format of user requirement

Users are therefore given the right to customise and the templates to suit their own requirement. However, CRiSTAL Solutions do not cover support for modified report templates under the standard maintenance agreement.

A User Defined Reports function is incorporated in the Reports menu, which enable user to format their own reports using Seagate Crystal Reports.

Under the Reports Module, there are sub-module comprises of:

- 1. Reports Menu
- 2. Labels Utility



## 6.1. Report Menu

In Report Menu, this provides warehouse related report that is available under CRiSTAL WMS.

To help users to search for appropriate report, this Report Menu provides Grouping and Alphabetic search method.

Under Grouping, the classification is grouped under the functional aspect whereas under Alphabetical, it is grouped name of the template but in alphabetic order.





🚯 CRiSTAL Warehouse Man	agement S	ystem (Demo)					- 7 🛛
Reports Menu							Clear - F6
Grouping ACCOUNTING REPORTS		Alphabetic		REPORTS			Find - F7
Billing BILLING REPORTS			Template				
<ul> <li>(9) KPI <sup>1</sup><sup>N</sup></li> <li>(9) MANAGEMENT REPORTS</li> <li>(9) Miscellaneous</li> <li>(9) MISCELLANEOUS FORMS</li> </ul>	5		Notes				Print - F10
MISCELLANEOUS LISTS     OPERATIONAL REPORTS     Operations - Inbound	6						Preview - F11
Operations - Miscellaneo     Operations - Outbound     PLANNING REPORTS     Products	ous						Delete - F9
Quality Assurance     Security     SECURITY REPORTS							Email - F4
(P)       Stock / Cycle Count         (P)       System         (P)       System         (P)       Warehouse         (P)       Zero Rated Warehouse							
			-Output Prin	ter			
			Acrobat PDF	Writer		<u> </u>	Return - F12
Current User: Cristal Solutions 1	Report	ts Menu		Language: CRISTAL	frmReport2	Database: cwms_demo	]
🛃 start 🔰 🛅 2 Windo	ows Ex 👻	Run time error1	CRISTAL WMS U	CRISTAL Wareho	Unused Desktop Shortcuts	» 100% - 🔳 🔇 🛛	4:01 PM

- 1. Click Report Menu
- 2. Select either Grouping or Alphabetic method to search for report template.
- 3. Click the required report type.
- 4. Fill the necessary information required by each template type and click Review to view or Print to print the report. User has the option of using Window's printing option by clicking the Output Printer's drop down bar.

Under Reports Menu, an additional Action Key is provide for Email. Click Email-F4 and system prompt for message box. Fill the necessary information and lick Send.





🖲 CRiSTAL Warehouse Management	System (Demo)						∎₽×
Reports Menu							n
Grouping	Alphabetic		Report Name				Clear - F6
ARC Applyoin			INVENTORY F	EPORTS			(Å)
Account Pavable - Outstanding (Dr	etail)		Template				Find - F7
Account Payable - Outstanding (Si	ummary)						
Account Payable (Detail) - DATE			1				
Account Payable (Detail) - REFERE	ENCE		Notes				Save - F8
🔤 Account Payable (Summary) - DA'	TE						
Account Payable (Summary) - REF	FERENCE						
Account Receivable Summary							Print - F10
Account Receivable Summary by (	Client						
Activities Charges - UOM							
Activities Charges - Vol/Wt							Preview - F11
Advance Receipt Report							H21H21
Annual Summary - Picks by Opera	ator						Delete FR
Annual Summary - Receipt by Sup	upiter						Delete - F5
Balance Sheet (Draff)							
Bank Transaction Report							
Billable Activity by Debit Note							Email - F4
Bonded Stock Movements							
Bonded Stock Movements Report							
Carrier List							
Cashflow Projection (Rolling 12 M	ionths)						
🔤 Check List							
Client Activity Summary							
Client Activity Summary - Day							
Client Activity Summary (2)							
Client Group List							
Client List							
Client List - Active			Output Dates				
Customer Parts List				r			
Customers of Client List			Acrobat PDFW	riter		•	<b>E</b>
		~					Return - F12
Current User: Cristal Solutions 1 Repo	orts Menu			Language: CRISTAL	frmReport2	Database: cwms_demo	,
🛃 start 📄 2 Windows Ex	<ul> <li>Run time error1</li> </ul>		RISTAL WMS U	関 CRISTAL Wareho	Unused Desktop Shortcuts	» 100% - 🔳 🔇	4:02 PM





# 7. IMPORT / EXPORT

Import / Export module provides user quick import and export of data from other folder into CRiSTAL's database.

Under the Import/Export, we have the following:

- 1. Auto Batch Upload
- 2. Export Files Manual
- 3. Import Files Manual
- 4. UDF Data Export



# 7.1. Import / Export

## 7.1.1. Auto Batch Upload

For automated host interfacing, please refer to the vendor or implementation consultant. Automated host interfacing is only available in the Enterprise version of CRiSTAL WMS.

## 7.1.2. Export Files - Manual

The manual host interfacing function is designed to enable to import or export data to/from the CRiSTAL WMS on an ad hoc basis.

Export is designed to upload data directly from WMS. Current version allows uploading of:

- 1. Export Stock Count
- 2. Export Stock Status







関 CRiSTAL War	ehouse Management :	System (Dem	0)								_ # X
## Export Files	- Manual										Clear E6
Client											
UNITED			AINMENT CO	., LTD							<b>64</b> Find - F7
Interface Opt	ons	Data S	tructures -							ו	
Files Export		Seq	Field Name	F	ield Type	Field Size	Remark				Save - F8
EXPORT STOC	K COUNT										Brint E10
EXPORT STOC		-									Finit - Filo
	ß										Preview - F1
											Nelete - F9
		Descript	ion					File Ty	/pe		
		l File Lees	- 41					EXCEL			
			ation								
		1.763									
		Select F	ile to Export	То							
			View						Go		Return - F12
Current User: Crista	Solutions 1 Expo	rt Files - Manual	1		l	anguage: CRIS1	TAL frmInterfaceMa	inual	Database: cwms_demo	>	
🥙 start	2 Windows Ex	👻 🚳 Run tim	ne error1	CRISTAL W	/MS U 🛛 関	CRISTAL Wareho			100% - 💼 🤇	)	4:06 PM

- 1. Click Export Files Manual under the Import/Export sub-module.
- 2. Select Client and type of Interface option.
- 3. Select the File Location whereby the exported files will be stored in the computer.

User can click View or Go to activate the Import process.

#### 7.1.3. Import Files – Manual

Import is designed to upload data directly into the WMS. Current version allows uploading of:

- a. Barcode
- b. Customer (master)
- c. Interface
- d. Picked Data
- e. Picklist (sales order)
- f. Products (master)
- g. Purchase
- h. Receipts
- i. Sales Order
- j. Supplier (master)





k.	etc (a	as made	available	on newer	version)
----	--------	---------	-----------	----------	----------

関 CRiSTAL Warehouse Management Sy	stem (Demo)					- 7 🗙
44 Import Files - Manual						
Client						Clear - F6
	E ENTERTAINMENT CO., LTD					14
						Find - F7
Interface Options	Data Structures					
Files Import	Seq Field Name	Field Type F	ield Size Rem	nark		Save - F8
UPLOAD BARCODE						
UPLOAD CUSTOMER						Print - F1U
UPLOAD INTERFACE						
UPLOAD PICKED DATA - PW						Preview - F11
UPLOAD PICKLIST						
UPLOAD PICKLIST - WITH PACKING						Delete - F9
UPLOAD PRODUCTS						
UPLOAD PURCHASE						
UPLOAD RECEIPTS						
UPLOAD SALES ORDER - BASIC						
UPLOAD SUPPLIER				_		
UPLOAD SUPPLIER XREF	Description			Fil	le Туре	
UPLOAD WHSE TRANSFER					~	
	File Location					
	Select File to Import From					
	View				60	E Roturn E12
				_		
Current User: Cristal Solutions 1 Import	iles - Manual	Lang	uage: CRISTAL	frmInterfaceManual	Database: cwms_demo	1
🛃 start 📄 2. Windows Ex 🔹	💌 Run time error1 💌 CRI	STAL WMS U 👔 CRIS	TAL Wareho	Unused Desktop Shortcut	s 🤌 100% 🤋 🚛 🔇	4:07 PM

- 4. Click Import Files Manual under the Import/Export sub-module.
- 5. Select Client and type of Files to be Imported. Upon clicking the type of import files, system displays the Data Structure for reference/information purpose.
- 6. Select the File Location whereby the imported files are stored in the computer.
- 7. User can click View or Go to activate the Import process.





# 8. ADMINISTRATION

Administration module contains the essential system set up and configuration before CRiSTAL WMS can be operationally functional. It typically requires a one-time set up or create whenever there's a new requirement.

Under the Administration module, there are sub-module comprises of:

- 1. Client Entities
  - ✓ Client Profiles
  - ✓ Customer Profiles
  - ✓ Entity Profiles
  - ✓ Staff Profiles
  - ✓ Supplier Profiles
- 2. Products
  - ✓ Bill of Materials
  - ✓ Customer Item Codes
  - ✓ Product / Item Definition
  - ✓ Product Price Maintenance
  - ✓ QA Specification Setup
  - ✓ Supplier Item Codes
  - ✓ Types of Orders
  - ✓ Unit of Measure
- 3. Billing
  - ✓ Accounts Setup and Maintenance
  - ✓ Bank Account Maintenance
  - ✓ Billable Services Setup
  - ✓ Company Profile Maintenance
  - ✓ Company-Client Relation Maintenance
  - ✓ Fixed Assets Registry
  - 4. Warehouse
  - ✓ Locations Maintenance
  - ✓ Location Setup
  - ✓ Station Maintenance







- ✓ Warehouse Setup
- ✓ Warehouse Tasks Priorities
- ✓ Zones Maintenance
- ✓ Locations Zoning Maintenance
- 5. System
- ✓ Menu Option Group Maintenance
- ✓ Miscellaneous Maintenance Tools
- ✓ Reference Numbers Maintenance
- ✓ Reports Menu Maintenance
- ✓ Support Request
- ✓ System Configuration
- ✓ System Logs Maintenance
- ✓ System Parameters Maintenance
- ✓ UDF Field Caption Maintenance
- 6. Users
- ✓ User Groups
- ✓ User Profiles
- 7. Miscellaneous
- ✓ Currency Exchange Rate
- ✓ Email Reporting Schedule Maintenance
- ✓ Jobs Rates Maintenance
- ✓ UDF Data Export Definition
- 8. Transport
- ✓ Delivery Routes Maintenance
- ✓ Street Name Maintenance
- ✓ Vehicle Maintenance







# 8.1. Client Entity

Client in CRiSTAL WMS refers to the user's clients. In a 3<sup>rd</sup> Party Logistics industry, client would refers to the likely billable customer.

## 8.1.1. Client Profiles

In Client Profiles, this allows user to create Client whereby they authorised the storage of the goods in the warehouse. In this module, the left column reflects the list of client and the right are the particular field.

There are four tabs that requires set up. They are Client's Info, Client Config, Client Billing Info and Stock Owner.

- Client Info inputs the necessary particular of this client.
- Client Config inputs the operational logic for this client
- Billing Info would be the billing address whereby invoices of the user shall be addressed to
- Stock Owner refers to the product owner whereby the goods will be supplied to.

関 CRISTAL W	CRiSTAL Warehouse Management System (Demo)											
🔑 Client Prof	les											
List of Client	5			- Client	: Code			Clear - F6				
Client	Name			UNIT	ED	Client Info	Billing Info	#4				
				EAN C	`omnany Code	Client Config	Stock Owner	Find - F7				
UNITED	UNITED HOME EN	NTERTAINMENT CO., LTD										
						UDF Pa	rameter	Save - F8				
				Client	: Address		Status					
				UNIT	ED HOME ENTERTAI			Print - F10				
				) detec								
				2/4 C	amakkee Prakannha	i Building		Preview - F11				
				Vipha	avadee Rangsit Tung	songhong Lak Si		Delete - F9				
				Bang	<ok< td=""><td></td><td></td><td></td></ok<>							
				State		Country P	ostal Code					
					•	THAILAND 💌 :	10210					
				Telep	hone	Fax Number						
				662-9	9550561-3	662-9550564						
				Conta	ct Person							
				Email								
ALL A B	CDEF	- G Н І Ј К	L M	dlee	ocristalsolutions.com	n.sg						
N O P	QRST	U V W X Y	z o	ľ								
1 2 3	4 5 6 7	789						E Return - F12				
Current User: Cris	al Solutions 1 C	Client Profiles			Language: CRIS	TAL frmClient	Database: cwms_demo	,				
🛃 start	2 Windows Ex	🔹 📴 Run time error1		TAL WMS U	関 CRISTAL Wareh	o Unused Desktop Shortc	uts 🎽 100% 🖣 🚛 🄇 🖡	4:19 PM				

#### STEPS:

In Client Info,

1. Create Client Code. The code can be in Alpha-numeric format. This Code shall be reflected in all the client fields in all operational module





and should therefore be easily identify by the user who is the actual client.

2. Enter the client particular such as the address, status etc. Note: Client Status must be ACTIVE before operation can be performed.

🐰 CRiSTAL Ware	house Management System (Demo)		- C 🛛
🔑 Client Profile	5		
List of Clients		Client Code	Jear - Fo
Client	Name	UNITED Client Info Billing Info	#
		EAN Company Code Client Config Stock Owner	Find - F7
UNITED	UNLIED HUME ENTERTAINMENT CU., LTD	UDF Parameter	Save - F8
		Client Configuration	
		RF Putaway Method Document Ref Series	
		FREE GLOBAL V	mint - Filu
		Pick Method Pick Pack First	
		FEFO-FIFO No YES	review - F11
		Pick Sequence Method Pallet Sequence	×
		WALK SEQ 298 298	elete - F9
		Unique Reference #     Receipt Control	
		VNNNNNNN ?	
		Assign Picking By Order Sales Order Control	
		Product Costing	
		✓ Delivery Confirmation	
		Customer Stock Ownership	
		Interface Files Creation Setting	
		Incoming Shipment	
		None Check In Putaway IS	
AII A B	CDEFGHIJKLM OBSTUVWYYZZ	Outgoing Shipment	
123	456789	None Picked Despatch OS	eturn E13
			etum - F12
Current User: Cristal :	Solutions 1 Client Profiles	Language: CRISTAL frmClient Database: cwms demo	
🛃 start	CRISTAL V	WM5 U 🕅 CRiSTAL Wareho Unused Desktop Shortcuts 🎽 100% 📭 🍙 📻	4:20 PM

#### In Client Config, fill the mandatory field in blue.

- 1. Select the RF Putaway Method, Pick Method, Pick Pack First, Pallet Sequence, Receipt Control and Sales Order Control.
- 2. For the rest of the config, tick according to how this client shall be managed.

In Billing Info,







🚺 CRiSTAL War	ehouse Management System (Demo)		. 🗗 🗙
🔑 Client Profile	is		٥
List of Clients		Client Code	ar-Ho
Client	Name	UNITED Client Info Billing Info	<b>#4</b>
UNITED	UNITED HOME ENTERTAINMENT CO., LTD	EAN Company Code Client Config Stock Owner	IU - 17
		UDF Parameter Sa	ave - F8
		Billing Address	
		Bill to	📾 nt - F10
		2/4 Samakkee Prakannhai Building	view - F11
			×
		Deli	ete - F9
		Bangkok	
		State Country Postal Code	
		BHT	
		Payment Term	
		CASH	
		✓ Logistics Service Billing	
All A B	CDEFGHIJKLM	M	
N O P	Q R S T U V W X Y Z I	0	Ē
1 2 3	4 5 6 7 8 9	Retu	urn - F12
Current User: Crista	Dolucions 1 Client Profiles	Language: CRISTAL IrrmClient Database: cwms_demo	4-20 PM

1. Enter the Billing Address whereby invoices by the user shall be billed to for this client.

In Stock Owner,







<b>Client Profi</b>	les														D
ist of Clients	s										Client Code —			1 1	Clear - F6
Client	Nam	e									UNITED		Client Info	Billing Info	(A) Find - E7
UNITED	UNI	IED HOM	1e ent	ERTAI	NME	NT CO	)., LTI	D			EAN Company (	Code _	Client Config	Stock Owner	
													UDF Pa	rameter	Save - F8
											-Stock Owner				
											Stock Owner	Name			Print - F10
											UNITED	UNITED HOM	1E ENTERTAINMENT CO	)., LTD	R
															Preview - f
															X Delete - f
											Stack Owner	Nam	e		
II A B	С	DE	F	G	Н	I	J	K	L	М	Stock Owner	Nam	e		
II A B I O P	C Q	D E R S 6	FT7		HVQ	IW	J X	KY	L	M	Stock Owner Remark	Nam	ie 	Customer	
II A B ' O P 2 3	C Q 4	D E R S 5 6	F T 7	G B	H V 9	I	J X	KY	LZ	M	Stock Owner	Nam	e	Customer	Return - F

1. Create the list of Stock Owner by creating the Stock Owner code, Name.

User can proceed to Define UDF Parameter value (User Defined Field).





	er		
Client			Clear - F8
	D HOME ENTERTAINMENT CO., LTD		44
Client Control Parameters —			Find - F7
Description	Description	Default f\\ag	Save - F6
Billing Groups	Dangerous Cargo Good	N	
Grade Zoning Storage	Default Billing Group	Y	Print - F10
Interface Parameters	General Cargo Group		
Label Templates			Preview - F
Miscellaneous Parameters			
Report Parameters			Delete - Fi
	Billing Group Descrip	otion	
	Billing Group Descrip	otion	
	Billing Group Descrip	otion	

- 1. Click UDF Parameter. The left column displays the defaulted parameter header.
- 2. Select the Client Control Parameter and the right display the description.

Enter the Parameter Value and click Update (or Remove) accordingly.

#### 8.1.2. Customer Profiles

Customer Profiles belongs the to customer(s) of the client whereby, goods of the client could be deliver to these customers.

The left column displays the list of customer accordingly to the alpha-numeric selection. On the right, it display according to the 6 tabs available. They are Customer Info, Billing Address, Configuration, Special Instruction, Delivery Address and UDF Parameter.



Warehouse Management Systen





Р С	istom	er Pr	ofile	s												Clear - F6
CI	ent													Customer Info Billing Address Configuration	1  -	
U	VITED		_	•		TED H	IOME	ENTE	RTAIN	IMEN.	r co.	, LTD		Special Instructions Delivery Address UDF Parameters	i L	MA Find - F7
Cu	ston	er In	forn	natio	n										5 6	
<b>—</b>														Customer Code Short Name		Save - F8
	Istom	er [	§ C	:ompa	ny Nai	me								JANOTHER JANOTHER		A
A	NOTH	R	F	noth	er Cu	stom	er							Customer Name	ין ר	Print - F10
														Another Qustomer		Dà
														Addrage	1   F	Preview - F1
														Auditess Another Road	.    -	~
															.     1	Delete - F9
														Another Building	-	
														Another Town	· .	
														State Country Postal Code		
														▼ SINGAPORE ▼		
														Telephone Fax		
														Contact Person		
All	A	в	С	D	E	F	G	н	Ι	J	к	L	М	, Email Address		
N	0	Ρ	Q	R	S	т	U	V	w	х	Y	z	0			
1	2	3	4	5	6	7	8	9						1	F	Return - F12
						_										
Irren	rent User: Cristal Solutions 1 Customer Profiles Language: CRISTAL frmCustomer Database: cwms_demo															

In Customer Info,

- 1. Click Customer Profiles under the Client Entity sub module
- 2. Select the Client.
- 3. Create Customer Code and Name.
- 4. Fill other relevant information
- 5. Click Save-F8 to create new customer

In Billing Address,







0	CRISTAL Warehouse Management System (Demo)												- 7 🛛			
P	Cust	tome	r Pro	ofiles												
	lien	t						OME		DTAIN			LTD		Customer Info Billing Address Configuration	Clear-F6
	JINI	EU			<u> </u>			OME	ENTE	KT ALI		100.	, נוט		Special Instructions Delivery Address UDF Parameters	Find - F7
	ust	ome	r Inf	orma	ation										Customer Code Short Name	Save - F8
	ùst)	omer		Co	mpan	ny Nar	ne								ANOTHER	
1	٩NO	THEF	ર	Ar	nothe	er Cus	stome	er	_	_	_	_	_		Bill To	Print - F10
															Another Customer	<u>A</u>
															Billing Address	Preview - F11
															Another Road	× Delete - F9
															Another Building	
															Another Town	
															State Country Postal Code	
															SINGAPORE J	
															Payment Term Price Type	
A	11	A	в	С	D	Е	F	G	н	Ι	J	К	L	М		
Г	1	0	P	Q	R	S	T	U	V	W	х	Y	Z	0		Ē
		2	3	4	5	D	/	8	9							Return - F12
Curr	want Lines Cristal Solutions 1 Customer Defiles Languages (DISTAL FreeCustomer Details and and															
-	rent User: Cristal Solutions 1 Customer Profiles Language: CRISTAL frmCustomer Database: cwms_demo															

1. Enter the billing address of which billing (if any) shall be reflected.

Ø	CRi	STAL	Ware	ehou	se Ma	inage	ment	Syste	em (D	emo)						- 7 🛛
\$	Cu	tome	r Pro	files												D
ſ	Clin	t													Customer Info Billing Address Configuration	Clear - F6
		ITED			•	UNIT	TED H	IOME	ENTE	RTAIN	IMEN	r co.	. LTD			AA Find F7
						1							,		Special Instructions Delivery Address UDF Parameters	1 110 - 17
	-Cus	tome	er Inf	orma	ation										Customer Code Short Name	Save - F8
	Cus	tomer		Co	mpan	ıy Nar	ne								ANOTHER ANOTHER	
	AN	DTHE	२	Ar	nothe	er Cus	stom	er								Brint - F10
															Customer Group EAN Registration Number	
																Preview - F11
															Product Group Document Sequence Group	
															Stock Owner Group Pallet Sequence	Delete - F9
															ANOTHER	
															Preferred Despatch Station Pick Window	
															I → Backorder Sales Order	
															E Pick By Sales Order	
															Full Pick Order	
		_														
	All	A	В	С	D	E	F	G	н	I	J	К	L	М		
	N 1	2	Р 3	Q 4	к 5	6	7	8	9	vv	х	Y	2	U		Ē
	_															Return - F12
												_	_			
CL	urrent	User: •	uristal	soluti	ons 1	douus F	Cus	tomer l	Profiles	time	wror 1		687) /	DISTAL	Language: CRISTAL IrmCustomer Database: cwms_demo	
4	<b>//</b> S	tart			z win	uows E	X	14	e Rur	rdime e	error1.		- <u>m</u>	.RISTAL	WMB U B. CRISTAL Wareho Unused Desktop Shortcuts	■ <b>1)</b> 4:21 PM

## In Configuration,





1. Configure the necessary set up for this customer

## In Delivery,

🚺 CRiSTAL Ware	house Management System (Demo)		- 7 🛛
🔑 Customer Pro	files		
Client		Customer Info Billing Address Configu	ration
UNITED	▼ UNITED HOME ENTERTAINMENT CO.,	LTD Special Instructions Delivery Address UDF Para	ameters Find - F7
Delivery Addr	ess		
Delivery Code	Company Name	ANOTHER Another Customer	Save - F8
ANOTHER	Another Customer	Address	Print - F10
		Another Road	
		Another Building	Preview - F11
			Delete FR
		Another Town	Delete - 1 3
		State Country Postal Code	
		SINGAPORE J	
		Telephone Fax	
		Attention Email Address	
		Map Filename	
			View
		Instruction	
			Return - F12
Current User: Cristal S	Solutions 1 Customer Profiles	Language: CRISTAL frmCustomer Databa	se: cwms_demo
🛃 start 🔰	🚞 2 Windows Ex 🔻 💐 Run time error1	🖥 CRISTAL WMS U 🔋 CRISTAL Wareho Unused Desktop Shortcuts 🎽 100	<mark>% 📲 💽 4:22 PM 🛛 .</mark>

1. Enter the delivery address of this customer. The same address shall be reflected in Sales Order when customer is selected.

## 8.1.3. Staff Profiles

Under Staff Profiles, it keeps the records of all staffs particulars.


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🕅 CRiSTAL Warehouse Management System (Demo)				- 7 🛛
🔑 Staff Profiles				
Company	Staff Information			Clear - F6
CSPL CRISTAL Solutions Pte Ltd	Staff Code	NRIC / Passport No	Status	M
			· ·	Find - F7
Employee Code NRIC / Passport Name	Name			
				Save - F8
	Upadan	Job Data	Missellaoneus	-
	Header		Miscellaenous	Print - F10
	Address			R
	Street			Preview - F11
				X
				Delete - F9
	State	Country	Postal Code	
	•	•		
	Date of Birth	Telephone - Res	Telephone Office	
	2 / 1 /2005			
	Commence Date	Mobile	Fax Number	
	2 / 1 /2005 🔹			
	Email Address			
				Return - F12
Current User: Cristal Solutions 1 Staff Profiles	Language: CRIS	5TAL frmStaff	Database: cwms, demo	1
Start 2 Windows Ex 🗟 Run time error1 🙆 CRISTAL W	MS U 関 CRISTAL Warel	ho Unused Desktop Shor	tcuts * 100% - ा	4:22 PM

### STEPS:

1. Enter all relevant fields and click Save-F8 to create new staff data.

# 8.1.4. Supplier Profiles

In Supplier Profiles, it allows user to create suppliers essentially required for creating of Purchase order in view of later receiving of stocks.



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😢 CRISTAL Warehouse Management System (Demo)	_ 7 ×
Supplier Profiles	
Client Supplier Code Status Address	
UNITED HOME ENTERTAINMENT CO., LTD	Find - F7
Supplier Information	
Supplier Name	Save - F8
	Brint E10
Address	enni - Fiu
	Preview - F11
	×
	Delete - F9
J State Country Postal Code	
Telephone Fax Number	
Contact Person	
l Frail	
AII A BCDEFGHIJKLM	
N O P Q R S T U V W X Y Z O	( )
1 2 3 4 5 6 7 8 9	Return - F12
Current user: Cristal Solutions 1 Supplier Prohies Constant With a structure of the structu	4-22 DM

STEPS:

- 1. Click Supplier Profiles under Client Entities sub-module.
- 2. Select Client whereby the supplier is related to
- 3. Under the Address tab, enter Supplier Code and Supplier Information.
- 4. Click Save-F8 to create supplier into the system.

# 8.2. Products

Under Products module, the functions here allow the user to configure product related set up in CRiSTAL WMS.

# 8.2.1. Bill of Materials

Bill of Materials allows user to set BOM relationship between the "parent" product to its "children" items. By doing so, it allows to system to identify the "parent" BOM while picking is done on the "children" items only.







a ento the materiouse management of stern (serie	P)						- 7 🛛
Bill of Materials				1			D Clear - F6
	INMENT CO.	, LTD		Setcode Inform	mation Cor	mponent Details	Find - F7
Set Code Information		X	/ersion Status	Currency	Set	Cost	Save F8
SET 002		ļ	1 ACTIVE	•	•	0	
Setcode List							Print - F10
BOM Code	Version	Currency	Std Cost	Status	User ID	Updated	Preview - F1
SET 002	1		0	ACTIVE	CRISTAL1	12/18/2007	
SET00001	1	HKD	4.500	ACTIVE	CRISTAL1	12/18/2007	Delete - F9
UHE-5028	1	SGD	4	INACTIVE	CRISTAL1	12/18/2007	
						٤	Return - F12
urrent User: Cristal Solutions 1 Bill of Materials			Language: CRI	STAL frmBOMate	erial D	Database: cwms_demo	

- 1. Click Bill of Materials under the Product sub module.
- 2. Select the Client
- 3. Under the Setcode Information, enter the Set Code Information, Version and Status. Click Save-F8. System acknowledges creation.





関 CRiSTAL Ware	ehouse Management System (Den	10)						- 6 🛛
🔑 Bill of Materi	als							Clear - F6
					Setcode Informati	on Compor	ont Dotails	
								674) Find - F7
-Set Code Info	ormation		Versio	n Status	Currency	Set Cost		
SET00001	▼ SET 00001			1 ACTIVE	▼ HKD	•	4.500	Save - F8
Bill of Materia	als							Print - F10
Product		иом	Quantity	Unit Cost	Total Cost	User ID	Updated	Preview - F1
PROD001		CTN	1	0.500	0.500	CRISTAL1	4/3/2006	
PROD002		PC	2	2	4	CRISTAL1	4/3/2006	Delete - F9
Component		Linit Cost				Rem	DVE	
						Add / L	lpdate	Return - F12
Current User: Cristal	Solutions 1 Bill of Materials			Language: CRISTA	L frmBOMaterial	Databa	ase: cwms_demo	_
🛃 start	🗀 2 Windows Ex 🔹 📓 Run tir	me error1 🔯	CRISTAL WMS U	関 CRISTAL Wareho	. Unused Desktop S	ihortcuts » 100	)% <mark>- =</mark> 🔇	4:23 PM

- 4. Go to Component Details, select Component using the drop down bar. Component is also the Product of the client.
- 5. Enter Quantity of this component, click Add/Update.
- 6. Repeat step 4 and 5 until BOM setup completes.

### 8.2.2. Customer Item Codes

Customer Item Codes allows user to create the client's customer's item code and match to that of the client's product code. This facilitates identification by the customer when delivery is made to them by the client.





Customer Item Code	5			Clear - F6
Client		Customer		#4
UNITED	UNITED HOME ENTERTAINMENT	CO., LTD		Find - F7
Item Code	Description	Customer Item Code	Customer Item Description	Currer Save - F8
				Print - F10
٥	6			Preview - F
				X Delete - FS
				<u>&gt;</u>
Item Code			Currency Unit Price	•
l	<u>•</u> ]			
				Next Item
rent User: Cristal Solutions	1 Customer Item Codes	Language: CRIST	TAL frmProductPartner D	atabase: cwms_demo

- 1. Click Customer Item Codes under Product sub-module.
- 2. Select Client and Customer.
- 3. Select Item Code of the Client using the drop down bar
- 4. Enter the Customer Item Code and Description.
- 5. Click Save-F8 to add to the list.
- 6. Next Item is used to add new Item Code of the client.

### 8.2.3. Product/Item Definition

Product/Item Definition is one of the most important modules in CRiSTAL WMS. This set up provides the dynamism of product management.

Product definition in a Warehouse Management System requires much more details than that in an inventory management system.

In CRiSTAL WMS, apart from the usual data required by inventory management system, addition information such as Storage Zones and Packing Definition or configuration are also needed together with the stock control parameter such as Batch #, Expiry Date...

The Product Definition GUI consists of 9 tabs containing Mandatory, Advanced, Advanced 2, Pickfaces, Prefer Location, UDF Attribute, Stock





Owners, Supplier SKU and Stock Query of which Mandatory tab is the most important page.

関 CRISTAL W	arehouse Ma	nagement Sys	tem (Demo)							- 7×
🔑 Product /	ltem Definitio	n								
Client		Item Code				Mandatory	 Advar	nced	Advanced 2	Clear - F6
UNITED	•	UHE-5028			•	Dickfaces	Prefer Lo	cation	UDF Attribute	
Item Descri	iption					Ficklates				Find - F7
5028 Barne	ey is Pajama P	arty			-	Stock Owners	Supplie	r SKU	Stock Query	
Mandatory	y Product De	finition —			-Stock Co	ntrol Parameters —		Assigne	d Storage Zones	Save - F8
Product Cla	ss	Alternate Code	9		E Batch 1	Fracking 📃 Mfg	Date	Zone		
ASSEMBLY	<b>–</b>	I		<u> </u>	🗌 Lot Tra	acking 🔽 Exp	ry Date	CENEDAL		
Product Sta	itus	Substitute Iter	n		T Item S	ize Shelf L	te Pre Alert	HP	-	
ACTIVE			-		T Item C	olor I /	20   00			Preview - FTT
Receipt Gra		Density Seque	nce Stad	K Hactor	T Item C	lass 🗖 Mul	i PrePack Qty			×
		192901			C Supplie	er 🗖 Cou	ntry of Origin			Delete - F9
🗌 🗖 Bonded	Product	Net Weight (U	nit) Nesi	ting Factor	Stock 0	Owner		Available	Zones	
🗌 Auto Zor	ning	1	0.7 ] 1.0		Dimen:	sions Serial I	lumber Flag	-	<b>_</b>	
					🗖 Weight	t    N _	RT	Remo	ve Add	
Packaging	UOM Definiti	on 1. All mea	surements pe	r unit Packing	g 2. UOM (	cannot be changed	when active —			
Packing	Qty	UOM	Height (mm)	Width (mm)	Depth (n	nm) Volume (i	n3) We	ight (kg)	2 UOM 3 UOM Level Level	
PALLET	12	2 CTN	1800	1200	1	200 2.5920	000	1000	Calculate	
CTN	30	PC	500	600		600 0.1800	000	20	Bamaya	
PC	1	L PC	150	200		120 0.0036	000 0.	5000000		
									Update	
Packaging	Pkg Qi	uantity UO	М	Height (mm)	Width (	(mm) Depth (mm)	Volume (cu	1.m)	Weight (kg)	-
			<u> </u>		J	]			]	Return - F12
Current User: Cri	stal Solutions 1	Product /	Item Definition			Language: CRI	5TAL frmPro	duct	Database: cwms_demo	
🦺 start	🔁 2 Wind	dows Ex 👻	🔊 Run time error	1 📓 CR	ISTAL WMS U	関 CRISTAL Ware	ho Unused D	esktop Shortcu	ts " 100% p-(💼 🔇	4:24 PM

STEPS:

1. Click Product/Item Definition under the Product sub-module.

Under the mandatory tab,

- a. Select the Client and enter the Product code and Description
- b. Specify the Default Product Grade
  - i. This is a mandatory field and is used in the Check-In and Quick Receipt function
- c. Set the "Prod Status" to ACTIVE
- d. Tick "Bonded Goods Indicator" if product is a bonded goods
  - i. Ensure that there is a corresponding bonded zone in warehouse as the WMS will look for bonded zone to putaway the item
- e. Specify the Storage Zones
  - i. If the product is flagged as a bonded goods, the zones assigned must also be a Bonded zone
  - ii. If there is no storage zone that is set up as a Bonded Zone, item that is specified as to be stored in Bonded Zone will NOT be putaway.
- f. Tick the stock control parameters required in the "Required Fields"





- i. Those ticked signify that data is required during receiving and that stock for picking will be allocated accordingly
- g. Define the Packaging UOM Definition.
  - i. Start with the UOM of "PALLET" which is mandatory requirement, for example

Packing	Qty	Unit	Height (mm)	Width (mm)	Depth (mm)	Volume(cu. m)	Weight (kg)
PALLET	45	CA	700	1200	1200	1.008	900
CA	5000	PC	140	220	300	.009	20
PC	1	EA	3	1	1		.001

- ii. The relation of the UOM levels must be hierarchical
- iii. The dimension and weight defined for each line is that of the Packing, not Unit
- iv. Although Packing definition for Qty of 1 is not mandatory, it is good practice defined it too
  - This will enable report to be formatted to report on actual volume and weight and when billing of services and storage is based on net volume and weight

Under the Advanced tab, fill the required fields such as

CRiSTAL Warehouse Manage	ement System (Demo)						- 7 🛛
Product / Item Definition							D
Client Iten	m Code		Man	datory	Advanced	Advanced 2	Clear - F6
	E-5028	•	Pick	faces	Prefer Location	UDF Attribute	AA Find F7
Item Description			Oteal	0	Cumilian OKU	Charle Ourmu	
5028 Barney is Pajama Party	4	<u> </u>		Owners			Sava 59
Advanced Product Definiti	ion	Alternate Language It	em Descript	ion			Save - Fo
Currency Billin	ing Group	Language	Alternate Des	cription			-
	FAULT 💌	•					Print - F10
Maximum Stock HS	Code i	ABC Movement	Image Filena	me			R
123	345 🗾	•	Shiseido/SHI	-0166.jpg		•	Preview - F1
Reorder Level Reg	gion HS Code	ABC Value	Count Freque	incy	OverPick Qty		X
	•	•	12		0		Delete - F9
Dengenous Coode			Pallet Configu	uration			
UN Code Haz	2Chem Code I	IMO Class	D2 x W2 x H	3			
		3.2.C 🔹	Storage An	nbiance			
-Fashion Attributos			° From	° To	Humidity (%)	Ship Packing	
Style Cold	or (	Size	-30	-10			
			Product Cla	ssification			
Cost Prices			Brand		Sub Category	Sub Category 3	
Ex-Work FOB	з і	Landed	LUARA	•	•	· ·	
0			Product Grou	чр	Sub Category 1	Sub Category 4	
Sellina Prices			DV	-	•	•	
Dealer Exp	oort f	Retail	Category		Sub Category 2	Sub Category 5	
0	0			•	•	•	E Return - F12
urrent User: Cristal Solutions 1	Product / Item Definitio	n	L	anguage: CRIS	TAL frmProduct	Database: cwms_demo	,
🛃 start 🛛 🗎 2 Windows	Ex 👻 🔟 Run time	error1 🔞 CRISTAL WM	IS U 👩 (	RISTAL Wareh	o Unused Desktop Short	cuts 🤌 100% 🖬 💼 🔇	4:25 PM

- a. Specify the Billing Group if applicable
- b. Select the billing group the product to be charged with and the Unit of Charge
  - i. This must be first defined under Billing options

c. Specify Product Group, Category, Sub Category and additional subcategories if applicable





ii. These parameters must first be defined under Warehouse Parameters Maintenance

2. Under the Pickfaces tab, select the Product Pickfaces Definition if pick face operation is required for this product.

CRiSTAL War	ehouse Managem	ient System (Dem	0)								- 7 🛛
Product / Ite	m Definition									X	D
Client	Item (	Code			Ma	andatory	1	Advanced	Advanced 2		Clear - F6
UNITED	UHE-S	5028		•	Pi	rkfa\es		Prefer Location	UDF Attribute		ind F7
Item Descripti	on										
5028 Barney	is Pajama Party			•	Stor	ck Uwners		Supplier SKU	Stock Query		
Pickface Loca	ations							Preferred Storag	e Locations ———		Save - Fo
Warehouse	Location	Pick Unit	Replenish Qty	Reple	nish Level	Grade		Warehouse Loo	ation		Brint - F10
WHSE1	AB050101	PC	1000		100	01					
WHSE1	AB030102	PC	300		20	01					Preview - F1
WHSE1	AB060101	PC	300		30	01					
											Delete - F9
Warehouse	Locati	on	Grade	F	Pick Unit		Reple	nish Quantity	Replenish Level		
REDINE	-	-	1	-	PC	-				-	Ē
,	,		,				,		,		Return - F12
urrent User: Cristal	Solutions 1	Product / Item Defini	tion			Language: CRIS	TAL	frmProduct	Database: cwms. de	emo	
an one opon rensed	50/000151	- reduce y ream Denni				Conguego, CRIS			pacabase, civilis_de	ano	

- a. Note: Pickfaces are not appropriate for product have stock ownership
- b. Click the subtrom at the right of Warehouse / Location and select the location to be assigned
  - i. Select the Pick Unit
  - ii. Specify the Replenishment Quantity
  - iii. Specify the Replenishment Level (at which the replenishment is triggered)
  - iv. Specify the Grade that the pickface is to hold
  - v. Click Save-F8 to add to list.





# 8.2.4. Product Price Maintenance

The Product Price Maintenance provides a quick update to the price information for the product. This is useful in the valuation of the stock during stock taking.

関 CRiSTAL Warehouse Management	System (Demo)				- 7 🛛
INQUIRY         INQUIRY           Image: stock management         Image: stock management	B Product Price Mainte	nance		<b>ng</b> ystem	Clear - F6
BILLING     REPORTS     IMPORT / EXPORT     ADMINISTRATION	Client				ind - F7
	Product Code		Status		Save - F8
Profiles     Staff Profiles     Supplier Profiles     Products	Product Description				Print - F10
Bill of Materials     Succession (Customer Item Codes     Product / Item Definition     Product Pride Maintenance	Cost Prices	FOB	Landed		Preview - F11
OA Specification Setup     OA Specification Setup     Supplier Item Codes     Types of Orders     Unit of Measure     Unit of Measure	-Salas Bricas			agement System	Delete - F9
Billing     Accounts Setup and Maintenance     Bank Account Maintenance     Billable Services Setup	Dealer	Export	Retail	-	
Ompany Profile Maintenance     Ompany-Client Relation Mainte     Office Assets Registry      Sized Assets Registry	Product Grouping Brand	Sub Category	Sub Category 3	licensed to: ions Pte Ltd	
Vecations Maintenance     Vecations Setup     Vecation Maintenance     Vecation Maintenance     Vecations Setup	Product Group	Sub Category 1	Sub Category 4	ease 5.395.1a) 999 - 2007 re Ltd, Singapore served served	
Warehouse Tasks Priorities     Sons Maintenance     Locations Zoning Maintenance     System	Category	Sub Category 2	Sub Category 5	ase contact: ase to ste Ltd ax: +65 6383 8854 tax: +65 6383 8854	
Menu Option Group Maintenance Miscellaneous Maintenance Tool					Return - F12
Current User: Cristal Solutions 1 Proc	duct Price Maintenance		Language: CRISTAL	frmPriceMaintain Database: cwms_demo	
🛃 start 📄 2 Windows Ex	✓ ■ Run time error1	CRISTAL WMS U	CRISTAL Wareho	Unused Desktop Shortcuts 🎽 100% 🖣 🖝 🔇 📕	4:27 PM

#### STEPS:

- 1. Click Product Price Maintenance
- 2. Select Client and Product Code.
- 3. Enter price information and click Save-F8.

# 8.2.5. QA Specification Setup

QA Specification setup creates the QA requirement of the product during inbound.







CRiSTAL Warehous	e Management System (Demo)					- 2
QA Specification S	etup					D Clear - F6
Client		Refereen	e Version	Status		
UNITED	UNITED HOME ENTERTAINMENT CO	D., LTD	•	DATA ENTRY	Approve	Find - F7
Product Code	Supplier	Valid From	n Valid To	Appro	ved Date	
	<b>_</b>	12/26/20	07 12/26/200	17 <u>•</u>		Save - F8
Product Description		Remark			Measurement	Print - F10
Sampling Quantity	Drawing Filename	<b>.</b>			Standard	
]						Preview - F
-Inspection Measu	rement Specification					X Delete - F9
Line QA Code	Description	Equip	ment Specification	Value From	Value To	
Inspection Code		Inspection Eq	uipment Spec Descripti	on Value Fro	mValue To	Ē
,		,		,		Return - F
irrent User: Cristal Solutio	ons 1 QA Specification Setup		Language: CRISTAL fr	mQASpecification	Database: cwms_demo	
🛃 start 🔰 🛅	2 Windows Ex 👻 🗃 Run time error1	CRISTAL WMS U	CRISTAL Wareho Unu		° 100% 🖅 🖝 🔇	4:27 PM

- 1. Click QA Specification Setup under the Product sub-module
- 2. Select Client, Product Code, Sampling Quantity and Reference.
- 3. Click Approve. System acknowledges.
- 4. To close the QA specification setup, click Approve again to close and change status.

## 8.2.6. Supplier Item Code

Supplier Item Code works in the same way as the Customer Item Code. In Supplier Item Code, it apply to the inbound where receipt has to tally with the purchase order (to the supplier)





🔋 CRiSTAL Warehouse	Management System (Demo)					JX
🔑 Supplier Item Codes				(	Clear -	- F6
Client		Supplier				_
UNITED	UNITED HOME ENTERTAINMENT CO	D., LTD UNITED	United Supplier		Find -	F7
Item Code	Description	Supplier Item Code	Supplier Item [	Description	Currer Save -	- F8
UHE-5028	5028 Barney is Pajama Party	SUPPLIR CODE	Supplier item o	lescription		) 5-10
				9	Print -	FIU
					Preview	۱ / - F1
					X	. F9
					Delete	-15
Item Code	<b></b>		Currency	Unit Price		
Supplier Item Code			Leadtime (days)			
				Next Item	E Return -	] - F12
Current User: Cristal Solution:	s 1 Supplier Item Codes	Languag	e: CRISTAL frmProduct	Partner Database: c	wms_demo	
🦺 start 🔰 🔁 2	Windows Ex 🔹 💐 Run time error1	🕅 CRISTAL WMS U 🔋 CRISTA	L Wareho Unused Deskt	op Shortcuts 🔌 100% o	- <b></b> ()	8 PM

- 1. Click Supplier Item Code under the Product sub-module
- 2. Select Client and its Supplier
- 3. Select the Item Code, here referring to the Client's product
- 4. Create Supplier Item Code, its description.
- 5. Click Save-F8.

# 8.2.7. Types of Orders

Order type can be Purchase, Receipt, Sales or Transport. It is made available to help user to create ordering pattern or to re-generate itself as setup – weekly, fortnightly...





Types of Orders									Clear - F6
Select Order Cate	egory								
Purchase	Receipt	Sales Transp	port						Find - F7
Order Type	Description				Order Class		Recurring		
ADHOC	Default Ond	e Off Orders			NORMAL		N		Save - F8
BONDED	Bonded On	ce Off Orders			BONDED		N		6
URGENT	Urgent On	ce Off Orders			URGENT		N		Print - F10
									Rreview - F1
									× Delete - F9
R									
Ŀ,									
Order Type	Description	1			Order Class				
Order Type	Description Urgent Onc	1 ie Off Orders			Order Class				
Order Type URGENT Months	Description Urgent Onc	1 Je Off Orders			Order Class	▼ F Rec	curring Orders		
Order Type URGENT Months	Description Urgent Onc	n re Off Orders T Sep	Week in Month	Days in Week	Order Class URGENT	Updatea	curring Orders d By EM}		
Order Type URGENT Months I Jan I Feb	Description Urgent Onc	n re Off Orders F Sep F Oct	Week in Month	Days in Week	Order Class URGENT Friday Saturday	Update (SYSTE Last Up	curring Orders d By EM} dated		
Order Type URGENT Months I Jan I Feb I Mar	Description Urgent Onc May Dun Jun Jun	n le Off Orders I Sep I Oct I Nov	Week in Month	Days in Week	Order Class URGENT Friday Saturday Saturday	Update (SYSTE Last Up 30 Nov	d By EM} dated 2007		
Order Type URGENT Months I Jan I Feb I Mar I Apr	Description Urgent Onc May Jun Jun Jul Lul Aug	e Off Orders	Week in Month Week 1 Week 2 Week 3 Week 4	Days in Week	Order Class URGENT Friday Saturday	Update (SYSTE Last Up j0 Nov	curring Orders d By EM} dated 2007		€ Return - F12
Order Type URGENT Months I Jan I Feb Mar I Apr	Description Urgent Onc May Jun Jun Jul Lul Aug	n le Off Orders IT Sep IT Oct IT Nov IT Dec	Week in Month Week 1 Week 2 Week 3 Week 4	Days in Week Monday Tuesday Wednesday	Order Class URGENT Friday Saturday	Update (SYSTE Last Up (30 Nov	d By M} dated 2007		Return - F12
Order Type URGENT Months I Jan I Feb Mar I Apr	Description Urgent Onc I May I Jun I Jul I Aug	n Le Off Orders I Sep I Oct I Nov I Dec es of Orders	Week in Month Week 1 Week 2 Week 3 Week 4	Days in Week Monday Tuesday Wednesday Thursday Language: CR	Order Class URGENT Saturday Saturday Sunday	Update (SYSTE Last Up (30 Nov	curring Orders d By EM} dated 2007 Database: cwms	_demo	Return - F12

- 1. Select the Order Category, i.e. Purchase, Receipt, Sales or Transport.
- 2. Create Order Type, Description, Order Class and tick Recurring Order if it is a repeating order.
  - a. If it is a recurring order, Tick the appropriate checkboxes in "Month", "Week in Month" or "Day in Week".
    - i. For example, if an order is to be generated on Monday every alternate week of the month, tick checkboxes "Monday", "Week1", "Week 3"

System Administr	System Administration - Parameters Table : Order Types								
Code F	ORTNIGHT 🗾 Regular Orders 🛛								
Description F	ortnightly Order Type								
Updated By		L	ast Updated 🛛		-				
Days in Week ✓ Monday Tuesday ✓ Wednesday	Week in M	onth Week 2	₩eek3	r Week 4					
Thursday	uı TJan	u2 □ Apr	uu3 ∏ Jul	U4					
☐ Saturday	Feb	∏ May	F Aug	□ Nov					
🖵 Sunday	Mar Mar	🦵 Jun	F Sept	F Dec					

2. Click Save

# 8.2.8. Unit of Measure

This function is for adding and maintenance of Unit of Measure (UOM)





関 CRISTAL Ware	ehouse Managem	ent Systen	ı (Demo)									- 7 🛛
🔑 Unit of Measu	ire									L		Clear - F6
List of Unit of I	Measurement C	odes										
UOM Code		Descriptior	ı							Decimal		Find - F7
BOX		Box								N		
СВМ		СВМ								Y		Save - F8
CONTAINER		Container								N		
CTN		Carton								Ν		Print - F10
EA		Each								Ν		
HRS		Hours								Y		Proview - F11
KG		Kilogram								Ν		
МЗ		CUBIC ME	ſER							Ν		X
METRE		Metre								Ν		Delete - F9
PACK		Package								Ν		
PAGE		Page								N		
PALLET		Pallet								N		
PC		Piece								N		
SET		Set								N		
SQFT		Square Fe	et							Y		
TRIP		Trip								N		
UOM Code	Descr	ption					Updated	Ву	Date	Updated		
BOX	Вох				Decimal	s (Max 3)	CRISTA	L1	4/3/2	2006		E Return - F12
Current User: Cristal	Solutions 1	Unit of Meas	ure			Language:	CRISTAL	frmUnitofMeasure	,	Database: rw	ms demo	
A start		and Se		Micros	off Word		Unused Deck	top Shortcute »	999			5 DL 11-50 DM
Start	Capocariterits	and John	CRIDITAL Warehouse	aw meros	oreword		Onuseu Desi	cop anorteats.		<u> </u>		2 X 11.39 PM

- 1. Click Unit of Measure under the Product sub-module.
- 2. Enter the UOM Code and Description
- 3. Tick Decimal if required.
- 4. Click Save

# 8.3. Billing

### 8.3.1. Accounts Setup and Maintenance

In Accounts Setup and Maintenance, this function allows user to create Billing code, Account Code, Financial Year Code and GL Account Code.





CRISTAL Warehouse Mana	igement System (Demo tenance	)				
Transaction Code	General Ledger GL Open Balance		RISTAL Solutions Pte Ltd			Clear - F6
Billing Code	Description		Debit GL Code	Credit GL Code		Find - F7
ACCOUNT_PAYABLE	Account Payable					
BILLING CODE	Description					Print - F10
						Rreview - F
						X Delete - FS
Transaction Codes Maint	enance					
Ledger Type Transa	ction Code	Transaction Description	Debit GL Code	Credit GL Co	de	
AP AR GL BILLIN	G CODE	Description		•	•	E Return - F1
rrent User: Cristal Solutions 1	Accounts Setup and M	aintenance	Language: CRISTAL frm358A	ccountCode Data	base: cwms_demo	

- 1. Click Accounts Setup and Maintenance under the Billing sub-module.
- 2. Select Company.
- 3. Under the Transaction Code, use has the choice of Ledger Type (AP, AR or GL).
  - a. Select the ledger type and create Transaction Code, Description
  - b. Click Save-F8
  - 5. The step to create code for General Ledger, Financial Year and GL Open Balance is similar to Transaction Code.

### 8.3.2. Bank Account Maintenance

In Bank Account Maintenance, user creates the banking information of the company selected.





CRISTAL Wa	arehouse Managem	ent System (Demo)						- 7
Bank Accou	int Maintenance							Clear - F6
-Company II Company	ntormation							
CSPL		CRISTAL Solutions Pt	e Ltd					Find - F7
Bank	Name		Account Nu	mber Account	Туре		Balance 🛛	Save - F8
								Print - F10
								Preview - F1
								Delete - F9
 Bank Code	_		Account Numbe	r Acc	ount Type	_		
POSB	▼ Post O	ffice Saving Bank	012-123456-7	Cu	rrent	💌 🗆 Def	fault Account	E Return - F12
ırrent User: Cris	tal Solutions 1	Bank Account Maintenance		Language: CRISTAL	frm35BBank5	etup	Database: cwms_demo	
🛃 start	C:\Documents	and Se 🚺 CRISTAL Wa	rehouse 🗰 Microsoft W	ord Unused	Desktop Shortcuts	<mark>» 99</mark> %		😒 🕵 12:03 AI

- 1. Click Bank Account Maintenance under the Billing submodule
- 2. Select Company
- 3. Create Bank Code, Description, Account Number and Account Type.
- 4. Click Save-F8

# 8.3.3. Billable Services Setup

Billable Services Setup is the creation of all billable services that the user charges to their clients. CRiSTAL WMS also capitalise this creation to act as Quotation whereby the user offers to their client. As a Quotation, the status should remain as Data Entry until their services become chargable, hence convert into Active.

To set up the computation for a client, a quotation needs to be created.





Dillable Services Setup  Company  Quatation Reference Date  Header  Header  Cerer  Cerer  Cerer  Cerer  Cerer  Company  Currency Valid Till Date Status  Cerer  Company  Company  Company  Company  Company  Cerer  Cerer  Cerer  Company  Company  Company  Cerer  Cerer Cerer  Cerer  Cerer  Cerer  Cerer	🔋 CRiSTAL Warehouse Management System (Demo)		- 7 🛛
Company       Quotation Reference       Date       Header         CSRL       CRISTAL Solutions Pte Ltd       0000006       I/4 / 2007       Details         Client       Currency       Valid Till Date       Status         INITED       UNITED HOME ENTERTAINMENT CO., LTD       SGD       I2/4 / 2007       ACTIVE         Street       Minimum Total       Payment Term       Preview. F11         2/4 Samakkee Prakarphai Building       490       CASH       Preview. F11         Vphavadee Rangsit Tungsonghong Lak Si       Remarks       Preview. F11         Bangkok       10210       Tekephone       Fax Number         fe62-9550561-3       662-9550564       Attention       Activate Quotation         Copy Quotation Lines       Source Quotation Ref       Copy Details from Source Quotation       Activate Quotation	🗞 Billable Services Setup		Clear F6
CSPL CRISTAL Solutions Pie Ltd 00000006 1/4/2007 Details Find - F7    Client Information   Client Currency Valid Till Date Status   VNITED VINITED HOME ENTERTAINMENT CO., LTD SSD 12/4/2007 ACTIVE   Street Minimum Total Payment Term   2/4 Samakkee Prakarphai Building 490 CASH Print - F10   Viphavadee Rangsit Tungsonghong Lak Si Remarks    State   Country Postal Code   Telephone Fax Number   662-9550561-3 962-9550664   Attention    Copy Quotation Lines Source Quotation Ref   Copy Details from    Source Quotation Ref Copy Details from Source Quotation Ref Copy Details from Source Quotation Ref Copy Details from Source Quotation Ref Copy Details from Source Quotation Ref Copy Details from Source Quotation Ref Copy Details from Source Quotation Activate Quotation Return- F12	Company	Ouotation Reference Date Header	Clear - PO
Client Information         Client       Currency       Valid Till Date       Staus         VAITED       UNITED HOME ENTERTAINMENT CO., LTD       ScD       12/4 / 2007       ACTIVE         Street       Minimum Total       Payment Term       Preview - F10         2/4 Samakkee Prakanphai Building       490       CASH       Preview - F11         Viphavadee Rangsit Tungsonghong Lak Si       Remarks       Preview - F11         Banglock       State       Country       Postal Code         State       Country       Postal Code       *         THALLAND       10210       Telephone       Fax Number         f662-9550561-3       662-9550564       Activate Quotation         Attention       Activate Quotation Ref       Copy Details from Source Quotation	CSPL CRISTAL Solutions Pte Ltd	00000006 🔽 / 4 /2007 🛣 🔹 Details	🚧 Find - F7
Client Currency Valid Till Date Status   UNITED UNITED HOME ENTERTAINMENT CO., LTD SGD 12/4 /2007 ACTIVE   Street Minimum Total Payment Term   2/4 Samakkee Prakanphai Building 490 CASH   Viphavadee Rangsit Tungsonghong Lak Si Remarks     State Country Postal Code   THAILAND 10210   Telephone Fax Number   662-9550561-3 662-9550564   Attivate Quotation Lines   Source Company Source Quotation Ref   Copy Quetation Lines   Source Quotation Ref   Copy Details from	Client Information		
UNITED UNITED HOME ENTERTAINMENT CO., LTD SGD 12/4 /2007 ACTIVE   Street  Minimum Total   Payment Term   2/4 Samakkee Prakanphai Building   490   CASH   Viphavadee Rangsit Tungsonghong Lak Si   Remarks   State   Country   Postal Code   THAILAND   10210   Telephone   Fax Number   [662-9550561-3   [662-9550564   Attention     Copy Quotation Lines   Source Quotation Ref   Copy Details from   Source Quotation Ref     Copy Details from     Activate Quotation	Client	Currency Valid Till Date Status	Save - F8
Street Minimum Total Payment Term   2/4 Samakkee Prakanphai Building 490 CASH     Viphavadee Rangsit Tungsonghong Lak Si     Remarks     Bangkok     State   Country Postal Code   THALLAND   10210   Telephone   Fax Number   662-9550561-3   662-9550564     Attention     Copy Quotation Lines   Source Company   Source Quotation Ref   Copy Details from   Source Quotation Ref     Copy Details from     Source Quotation Ref     Copy Details from     Source Quotation Ref	UNITED VIITED HOME ENTERTAINMENT CO., LTD	SGD • 12/4 /2007 • ACTIVE	<u>a</u>
2/4 Samakkee Prakanphai Building 490 CASH     Viphavadee Rangsit Tungsonghong Lak Si     Bangkok     State   Country Postal Code     Telephone   Fax Number   662-9550561-3   662-9550564     Attention     Copy Quotation Lines     Source Company   Source Quotation Ref   Copy Details from     Source Quotation Ref     Copy Details from     Source Quotation     Activate Quotation	Street	Minimum Total Payment Term	Print - F10
Viphavadee Rangsit Tungsonghong Lak Si     Bangkok     State   Country   Postal Code     Telephone   Fax Number   662-9550561-3   662-9550564     Attention     Copy Quotation Lines     Source Company   Source Quotation Ref   Copy Details from   Source Quotation     Activate Quotation     Return - F12	2/4 Samakkee Prakanphai Building	490 CASH 💌	
Bangkok   State   Country   Postal Code   THAILAND   10210   Telephone   Fax Number   662-9550561-3   662-9550564   Attention       Copy Quotation Lines   Source Company  Source Quotation Ref  Copy Details from  Source Quotation  Activate Quotation  Return - F12	Viphavadee Rangsit Tungsonghong Lak Si	Remarks	Preview - F11
Bangkok       Delete - F9         State       Country       Postal Code         THALLAND       10210         Telephone       Fax Number         662-9550561-3       662-9550564         Attention       Attention			×
State Country Postal Code  THAILAND ID210 Telephone Fax Number 662-9550561-3 662-9550564 Attention Copy Quotation Lines Source Company Source Quotation Ref Copy Details from Source Quotation Activate Quotation	Bangkok		Delete - F9
Copy Quotation Lines Source Company Source Quotation Ref Copy Details from Source Quotation	State Country Rostal Code		
Telephone Fax Number [662-9550561-3 662-9550564 Attention Copy Quotation Lines Source Company Source Quotation Ref Copy Details from Source Quotation Lines		-	
Copy Quotation Lines         Source Company       Source Quotation Ref         Copy Details from         Source Quotation	Telenhone Eax Number		
Attention  Copy Quotation Lines  Source Company Source Quotation Ref Source Quotation  Activate Quotation  Refurm - F12	662-9550561-3 662-9550564		
Copy Quotation Lines Source Company Source Quotation Ref Source Quotation Activate Quotation Return - F12	Attention		
Copy Quotation Lines Source Company Source Quotation Ref Copy Details from Source Quotation Activate Quotation Ref Line F12		·	
Copy Quotation Lines     Source Quotation Ref     Copy Details from     Activate Quotation       Source Quotation     Activate Quotation     Refurn - F12	1		
Copy Quotation Lines     Source Company     Source Quotation Ref     Copy Details from Source Quotation     Activate Quotation       Activate Quotation     Activate Quotation     Return - F12			
Source Company Source Quotation Ref Copy Details from Source Quotation Activate Quotation	Copy Quotation Lines		
Activate Quotation	Source Company Source Quotation Ref	1	
Return - F12	Source Quotation	Activate Quotation	. 🖻
			Return - F12
rrent Liser: Cristal Solutions 1 Billable Services Setup Language: CRISTAL frm3SBRillingSetup Database: cums demo	Current User: Cristal Solutions 1 Billable Services Setup	Language: CRISTAL frm3SBBillingSetup Database: cwms. demo	
Start Colonoments and Se B CRISTAL Warehouse Wind University Word University Word Shorton's * 100% - C C - 5 - 5 - 5 - 5 - 5 - 5 - 5 - 5 -	Start C:Documents and Se I CISTAL Warehouse		12:04 AM

- 1. Click Billable Service Setup under the Billing sub-module
- 2. Specify the company that the quotation is prepared under
- 3. Select the client, change any of the data if required
- 4. Select the Valid To date
- 5. Select the currency
- 6. Select the Payment Term
- 7. Click Save
- 8. A quotation reference will be given by the system.

We are now ready to prepare the computation details.

9. Click Details tab.





🤁 CRISTAL Warehouse Management System (Demo)										- 8 🗙
2	Billable	Services Setup								
					0	D-f	D-+-		Header	Clear - Fb
	Company		CRICTAL Colutions D		Quotation	Reference			noudor	酋
	<b>JCSPL</b>	•	CRISTAL Solutions P	roe Loo	Joooooo	· ·	//4/200/		Details	Find - F7
Billable Services - Row are selectable only when Service Detail frame is active										
	Line #	Billing Group	Bill Code	Description		Billing Period	Billing Method	UOM	Service Type	Save - F8
	1	DEFAULT	HANDLING IN	Handling In		WEEKLY	VOLUME	МЗ	SYSTEM	Print - F10
	2	DEFAULT	HANDLING OUT	Handling Out		WEEKLY	VOLUME	МЗ	SYSTEM	
	3	DEFAULT	STORAGE_AMBIAN	Storage Ambiance		DAILY	LOOSE		STORAGE	Preview - F11
	4	DEFAULT	OT_WEEKEND	Overtime Weekend		DAILY	WHOLE		SYSTEM	
	5	DEFAULT	OT_WEEKDAY	Overtime Weekdays		DAILY	LOOSE		SYSTEM	X
	6	DEFAULT	PRICE_TAG	Price Tag		WEEKLY	ORDERLINE	LINE	SYSTEM	Delete - F9
	< ()								>	
	Line No	Service Type	Billing Grou	up	Service Billing Co	ode	Page	Grade	е Туре	
		ADHOC	DEFAULT	-			Service	Rate NON	-BONDED	
	Sorvico	Dotail								
		Detail			Trx Date Ty	pe	Min Charge Opt	tion Minin	num Charge	
					ACTUAL	<b>•</b>		-		
	Billing Pe	riod		Billing Method	UOM		Calculation Meth	od		
		<b>v</b>	🗌 Half Month	UNIT	BOX	-			-	
	Warehou	ise Task	Rate Method	Free Days Option	Bi	ll Factor	Last Computation	n Ne)	t Computation	
		~	EFFECTIVE	▼ NA	-	1		<b>—</b> 1	2/27/2007 🔻	Ē
			,				,	James		Return - F12
Cu	rrent User:	Cristal Solutions 1	Billable Services	Setup		Language: CRIS	5TAL frm35BB	illingSetup	Database: cwms_demo	-
1	y start	C:\Doc	uments and Se	CRISTAL Warehouse	Microsoft Word	d Ur	nused Desktop Short	cuts * 1009	·	🔊 🕵 12:05 AM

- 10. To define the billable services and computation method, select the Service Type
  - 1. Adhoc services
    - a. These services that occurred on an adhoc or on request basis. This needs to be recorded as and when it occurred.
  - 2. System derived services
    - a. Services that can be derived by associating to 1 more of the Warehouse Tasks
  - 3. Storage services

11. To define an Adhoc service, click the 'Adhoc' button under Service Type. Fields that are not required are greyed off.

- 1. Leave Line No blank for new service else select Line by click the required row in the grid box
- 12. Select the Billing Group that the service is to be grouped under
- 13. Select the Service Billing Code
  - a. This must be created first under User Defined Parameters
  - b. The system allows user to define the Billing Code. The onus is no the user to define them intelligently such that it is meaningful to other user.





- 2. Select the UOM that the services is to be charged
- 14. Specify the Minimum Charge if applicable
- 15. Specify Billing Factor
  - a. Leave it as 1
  - b. This is currently applicable to Storage service when the calculation is in Volume, Weight or Revenue Ton
- 16. Select the Free Period method and specify the number of days free
  - c. Leave it as 'NA' as it is currently not activated.
  - d. Leave the Free Days blank

#### 17. The Next Computation is not applicable for Adhoc services

1. Select Rate Setup

(i) CRISTAL Services Billing Module										
Syst	em Ed	lit Process N	lanage Repor	ts Admin Add-On						
Bi	ling -	Billable Serv	vice Setup							Clear - F6
	Iompany	/				Quotation I	Reference Sta	atus		
	CRISTA	L		. Solutions Pte Ltd		00000005	▼ Di	ATA ENTRY		Find - F7
Ī	Header Details									
	Activity	Types								Save - F8
	Line # Billing Group Bill Code Description Billing Period Billing Method UOM Service Type Ca									
	GENERAL CC_DOC Documentation Handling Fee     UNIT BAG ADHOC									Dript - E10
-	2 GENERAL ACSTORAGE_Air-conditioned Storage - Euro Pallet MONTHLY LOOSE STORAGE AC     2 GENERAL CH. UNSTLIEG Container Handling - Lingth fileg. WEEKLY, LOOSE STORAGE AC     SYSTEM SEL									Phile-Pilo
	< []]								>	Delete - F9
3	Service 1	Гуре	Line	No Billing Group	Serv	ice Billing Code			-	
Γ	Adhoc	System S	itorage 1	GENERAL	• CC_	DOC			•	
		Service De	scription	Configuratio	חו		Rate Set	up		
Bill Code Setup         Billing Period       Billing Method       Calculation Method       Warehouse Task         Image: Setup Operation       Image: Setup Operation       Image: Setup Operation       Image: Setup Operation         UOM       Minimum Charge       Billing Factor       Free Days Method       Last Computation       Next Computation         BAG       Image: Setup Operation       Image: Setup Operation       Image: Setup Operation       Image: Setup Operation       Image: Setup Operation									Deburg 510	
Curr	Current User: Cristal Solutions 1 Billing - Billable Service Setup Database: cristalwms_klin;									

- 2. Specify the Tier Greater Than
- 3. Specify the Tier To
- 18. Specify the Unit Rate
  - e. Leave Fixed Amount as 0 as it is not activated.
- 19. Click Add/Update Activity Tier

Repeat steps for next Adhoc service.





CRISTA	L Services Billing	Module Reports Admin (	idd-Op						
Billing - E	Sillable Service Se	tup							Clear - F6
Company					Ouotation F	Reference Sta	atus		
CRISTAL	-	CRISTAL Solutions Pte	Ltd		00000005	▼ DA	ATA ENTRY	_	
								Find - F7	
Header Details									
Activity	Types								Save - F8
Line # Billing Group Bill Code Description Billing Period Billing Method UOM Se									
I GENERAL CC DOC Documentation Handling Feed									
1 GENERAL CC_DOC Documentation Handling Fee     UNI1 BAG AL     2 GENERAL ACSTORAGE TP Alicenoditional Storage Todustrial P MONTHLY LOOSE ST									Print - F10
2 GENERAL ACSTORAGE_P All-conditioned storage industrial Phytometry LOOSE ST									
									Delete - F9
Service T	VDA	Line No. Billion	Croup	Sarviz	re Billing Code			-	
Adhoc	System Storage	2 GEN	ERAL	<ul> <li>ACS1</li> </ul>	FORAGE_IP			ਜ	
Service Description Configuration Rate Setup									
Billable Services Rate									
Tier From         Tier To         Unit Rate         Fixed Amount         Tier Greater Than         Unit Rate         Remove Activity-Tier           0         9         99         99         0         •         0         •         •									
0.000	199,999,999,999,1		0.00]	Tier To 0	Fixed Am	nount	Add / Updato Activity-Tie	e :r	Return - F1
urrent User	: Cristal Solutions 1	Billing - Billable Service	e Setup				D	atabas	e: cristalwms

#### **Defining System Derived Services**

To define a System derived service, click the 'System' button under Service Type. Fields that are not required are greyed off.

- 1. Leave Line No blank for new service else select Line by click the required row in the grid box
- 2. Select the Billing Group that the service is to be grouped under
- 3. Select the Service Billing Code
  - f. This must be created first under User Defined Parameters
  - g. The system allows user to define the Billing Code. The onus is no the user to define them intelligently such that it is meaningful to other user.
- 4. Select the Billing Period
- 5. Select the Billing Method
- 6. Select the Calculation Method
  - a. Only appropriate method will be available for selection
- 7. Specify the Warehouse Task to be associated
- 8. Select the UOM that the services is to be charged, if available or applicable
- 9. Specify the Minimum Charge if applicable
- 10. Specify Billing Factor





- h. Leave it as 1 or redefine as appropriate
  - i. Never specify as ZERO or NEGATIVE as then the service would free or the client will be paid instead
- i. This is currently applicable when the Billing Method is in Volume, Weight or Revenue Ton
- 11. Select the Free Period method and specify the number of days free
  - j. Leave it as 'NA' as it is currently not activated.
  - k. Leave the Free Days blank
- 12. Specified the Next Computation or commencement of the computation
- 13. Select Rate Setup
- 14. Specify the Tier Greater Than
- 15. Specify the Tier To
- 16. Specify the Unit Rate
  - a. Leave Fixed Amount as 0 as it is not activated.
- 17. Click Add/Update Activity Tier
- 18. Repeat 1 to 17 for next System derived service.

0 Sy	CRISTA stem Ec	IL Services F lit Process M	Billing Modul Manage Repor	le ts Admin Add-On						
B	illing -	Billable Serv	vice Setup							Clear - F6
	Company CRISTA	/ L		. Solutions Pte Ltd		Quotation I	Reference Sta	atus ATA ENTRY	_	Find - F7
	Header Details									Save - F8
	Line # Billing Group Bill Code Description Billing Period Billing Method UOM Service Type Ca									
	1         GENERAL         CC_DOC         Documentation Handling Fee         UNIT         BAG         ADHOC         Print           2         GENERAL         ACSTORAGE_         Air-conditioned Storage - Euro Pallet         MONTHLY         LOOSE         STORAGE         AC           3         GENERAL         CH_UNSTUFG         Container Handling - Unstuffing         WEEKLY         LOOSE         SYSTEM         SE									
	3 GENERAL CH_UNSTUFG Container Handling - Unstuffing WEEKLY LOOSE SYSTEM SEP Preview - F1								Preview - F11	
	<								>	Delete - F9
	Service " Adhoc	System S	Line I Storage 3	No Billing Group	Service	e Billing Code NSTUFG			- -	
Service Description Configuration Rate Setup										
Bill Code Setup         Billing Period       Billing Method       Calculation Method       Warehouse Task         WEEKLY <ul> <li>LOOSE</li> <li>SERVICE_LOOSE</li> <li>CHECK IN</li> <li></li></ul>										
	UOM	V	Minimum Charg 29	e Billing Factor Free Days	Method	Last Com	putation N	ext Computatio	n •	Return - F12
L Cu	urrent User: Cristal Solutions 1 Billing - Billable Service Setup Database: cristalwms_klin;									

### **Defining Storage Services**

To define a Storage derived service, click the 'System' button under Service Type. Fields that are not required are greyed off.





Only 1 Storage service should be defined per Billing Group unless specifically required. Otherwise the computation of Storage will be multiply by the number of Storage code defined

- 1. Leave Line No blank for new service else select Line by click the required row in the grid box
- 2. Select the Billing Group that the service is to be grouped under
- 3. Select the Service Billing Code
  - a. This must be created first under User Defined Parameters
  - b. The system allows user to define the Billing Code. The onus is no the user to define them intelligently such that it is meaningful to other user.
  - c. The onus is on the user to specify a storage billing code.
- 4. Select the Billing Period
- 5. Select the Billing Method
- 6. Select the Calculation Method
  - a. Only appropriate method will be available for selection
- 7. Select the UOM that the services is to be charged, if available or applicable

Distantia CRi System	I) CRISTAL Services Billing Module											
Billin	ig - E	Billable Serv	vice Setup									Clear - F6
Company Quotation Reference Status												
CRISTAL CRISTAL Solutions Pte Ltd 00000005 V DATA ENTRY								Find - F7				
Header												
Act	ivity	Types				11						Save - F8
Line # Billing Group Bill Code Description Billing Period Billing Method UOM Service Type Ca												
1 GENERAL CC DOC Documentation Handling Fee												
2 GENERAL CC_DOC Documentation Handling Fee 2 GENERAL ACSTORAGE Air-conditioned Storage - Fire Pallet MONTHLY LLOOSE STORAGE AC									Print - F10			
	3	GENERAL	CH_UNSTURG	Contain	er Handling - Unstuffin	q	WEEKLY	LOOSE		SYSTEM	SEI	'
												Delete - F9
											>	'
Serv	vice T	ype		Vo	Billing Group		Servi	ce Billing Code			_	
Ad	lhoc	System	Storage 2		GENERAL		ACS	TORAGE_EP			-	
		Service De	scription		Config	uration	n		Rate Set	up		
Bill	Bill Code Setup											
Billing Period Billing Method Calculation Method Warehouse Task												
МО	NTHL	.Y 🔽	LOOSE	-	ACCURRED_STORAG	E_LOOS	5E	•			-	
UOM	4		Minimum Charg	е	Billing Factor Free	e Days I	Method	Last Com	putation N	ext Computation	n	
		Y	20		1 NA	1	•		ļ.	• 03/10/2003	•	Return - F12
Current	Current User: Cristal Solutions 1 Billing - Billable Service Setup Database: cristalwms_klip											

8. Specify the Minimum Charge if applicable

- 9. Specify Billing Factor
  - a. Leave it as 1 or redefine as appropriate
    - i. Never specify as ZERO or NEGATIVE as then the service would free or the client will be paid instead





- b. This is currently applicable when the Billing Method is in Volume, Weight or Revenue Ton
- 10. Select the Free Period method and specify the number of days free
  - a. Leave it as 'NA' as it is currently not activated.
  - b. Leave the Free Days blank
- 11. Specified the Next Computation or commencement of the computation
- 12. Select Rate Setup
- 13. Specify the Tier Greater Than
- 14. Specify the Tier To
- 15. Specify the Unit Rate
  - a. Leave Fixed Amount as 0 as it is not activated.
- 16. Click Add/Update Activity Tier
  - a. Repeat 12 to 16 if there is multi-tier
- 17. Repeat 1 to 16 for Storage of next Billing Group

### **Deletion of Details**

To remove a billable code from a quotation, it is necessary to remove the Billable Service Rate. When the last range is removed the Billable Code will be removed from the quotation.

This is done by

- 1. Click the Billable Code row
- 2. Select Rate Setup
- 3. Click on the Billable Service Rate range
- 4. Click on the Remove Activity Tier
- 5. The Billable Service grid box will refresh and the Billable Service Rate will clear.
- 6. Select the Billable Code row again
- 7. Repeat 2 to 6 until all the rate ranges are removed.

#### Activate a Quotation

The background job scheduled in the MS SQL Server will process only 'ACTIVE' quotation. A quotation therefore must be activated once it is approved.

Only 1 quotation an be active at any one time.

Therefore, if there is an existing active quotation, it must be CLOSED before a new quotation can be activated.

Given the constraint, if there are 2 or more different rates are to charged, they are to be under different billing group within the same quotation. This would





be applicable services that are product related – each product would have to be classified into different Billing Group.

On clicking of the Set Quotation to Active button, a pop-up window will prompt for authorisation. The quotation will be activated only if correction authorisation is entered.

#### **Close Active Quotation**

When an active quotation is no longer valid or replaced, it has to be closed. At any one time, only 1 quotation can be active.

On clicking of the Close Active Quotation buttom, a pop-up window will prompt for authorisation. The quotation will be closed only if correction authorisation is entered.

Authorisation							
Close selected	d quotation?						
Authoriser Password							
Clear	Cancel	ok					

#### **Copying Quotation**

Given that an active quotation cannot be amended when there is a minor change to some of the rate, function is provided to facilitate user to copy an active quotation to a new quotation.

This allows amendment to be made in the new quotation. After which, the original quotation is closed and new quotation be activate.

### 8.3.4. Company Profile Maintenance

Company Profile Maintenance allows user to create its particular.





	rofile Maintenance						D
ist of Compa	anies		[	Company Code	EAN Company Code	Profile	Clear - F
Company	Name			CSPL		Contacts	Find - F
SPL	CRISTAL Solutions Pte L	td		UDF	Attributes	Miscellaneous	
'SD	TSD		_	Company Address			Save - F
				Business Registration	GST Registration	GST Rate	🖨 Print - F
				Company Name			
				CRISTAL Solutions Pte	Ltd		Preview
				Address			X Delete -
				26 Hillside Drive #01-0	1		
					Country	Destal Code	
				state	SINGAPORE	▼ 548945	
				Telephone	Fax Numb	Der	
				6289 7838	6383 885	54	
				Remarks			
							E Return -
							Return - I

- 1. Click Company Profile Maintenance under the Billing sub-module
- 2. Create Company Code and the rest of particulars.
- 3. Click Save-F8

### 8.3.5. Company-Client Relation Maintenance

Company-Client Relation Maintenance allows user to assign clients to the selected Company. Note: Ensure that Client has been created so that user can assign it to the Company (user's company).





Ø	CRiSTAL Ware	house Management Syste	m (Demo)								- 7 🛛
۶	Company-Clie	nt Relation Maintenance									
ſ	Unassigned			Company	,						Clear - Fb
	Client	Name	Quot	CSPL	•	CRISTAL SO	lutions Pte Ltd				ind - E7
				A	ssigned -Cor	npany Code					
				C	lient	Name			Q	uota	Save - F8
					EMOCLIENT	Demo Client				-	
				M	IAY	Maycore Pte I	_td			_	Print - F10
					1PO	MPO ASIA CO	)., LTD				
					NITED	UNITED HOM	E ENTERTAINMEN	IT CO., LT	D 00	00(	Preview - F11
											Delete - F9
			2				( and a			>	Return - F12
Cu	rrent User: Cristal S	Solutions 1 Company-C	lient Relation Maintenance	and the second	Langua	je: CRISTAL	hrm35BCompanyCl	100%	atabase: cwms	_demo	hall soor as
4	start	C:\Documents and Se	CRISTAL Warehouse	Microsoft	Word	Unüsed Desl	ktop Shortcuts	100%		0-18	12:07 AM

- 1. Click Company-Client Relation Maintenance Billing sub-module
- 2. Select Company.
- 3. Any unassigned client(s) shall be displayed on the left column. Click right arrow to assign client.

# 8.4. Warehouse

The Warehouse module that is under Administration includes function to allow user to create warehouse, its location, zoning and task etc.

### 8.4.1. Locations Maintenance

Location Maintenance provides a quick maintenance / amendment to location that has been created. This module allows user to select the specified location and make the necessary changes for this location.





Locati	ons Maintenar	ice									
Wareho	use										Clear - F6
WHSE1	-	Warehouse 1			Selec	t All	Select None	e Filt	er 🛛 🗆	Check Digit	M
Select	Warehouse	Location	Loc Type	Zone	Storage Type	Bonded	Physical Height	Physical Width	Physical Depth	Usable 🛆 Heigh 📃	Find F7
N	WHSE1	3A010101	STORAGE	ZONE4	RACKS	N	1000	1000	1000	1000	Save - F8
N	WHSE1	3A010102	STORAGE	BREAKBULK	RACKS	N	1000	1000	1000	1000	
N	WHSE1	3A010201	STORAGE	BREAKBULK	RACKS	N	1000	1000	1000	1000	Print - F10
N	WHSE1	3A010202	STORAGE	BREAKBULK	DDRACKS	N	1000	1000	10001	1000	
N	WHSE1	3A010301	STORAGE	BREAKBULK	DDRACKS	N	1000	1000	10001	1000	Preview - F1
N	WHSE1	3A010302	STORAGE	BREAKBULK	DDRACKS	N	1000	1000	10001	1000	
N	WHSE1	3A010401	STORAGE	BREAKBULK	DDRACKS	N	1000	1000	10001	1000	X In
N	WHSE1	3A010402	STORAGE	BREAKBULK	DDRACKS	N	1000	1000	10001	1000	Delete - F9
N	WHSE1	3A010501	STORAGE	BREAKBULK	DDRACKS	N	1000	1000	10001	1000	
N	WHSE1	3A010502	STORAGE	BREAKBULK	DDRACKS	N	1000	1000	10001	1000 🤜	
<										>	
			P	hysical	Usable			、 、			
Aisie		Location	—— H	eight (mm)	Height (mm)		Weight (k	:g)	Maximum :	SKU	
I		•							1		
Zone		Status	V	/idth (mm)	Width (mm)		# of Palle	ts	_		
		<ul> <li>AVAIL</li> </ul>	<u> </u>								
Stora	ge Type		D	epth (mm)	Depth (mm)						
		- E Bonded Loo	ation					Update Cu	rrent Grid R	ow	
Locat	ion Type	Check Digit	V	olume (M3)	Volume (M3)	)					
		•					-	Update Sele	ected Grid R	ows	E
,		,			,						Return - F12
urrent Use	r: Cristal Solutions	1 Locations	Maintenance			Language: (	RISTAL f	rmLocations	Data	base: cwms_demo	

- 1. Select Location Maintenance under Warehouse sub-module.
- 2. Select Warehouse, followed by either Aisle, Zone, Storage Type or Location Type. The system lists all locations under the selected category. Alternatively, enter the location directly.
- 3. Select the location on the matrix screen and system shows the location attribute on the respectively fields. The Select column will also display the selection from N to Y.





🚺 CRiST/	L Warehouse A	Management Syst	em (Demo	)								- 7 🛛
🔑 Locati	ons Maintenan	ce										Clear - F6
Mucch	- USE	Warabouca 1				Foloci	t All	Coloct Non		tor -		
INHOET		Warenouse I				Jelec		Select Nor			Check Digit	Find - F7
Select	Warehouse	Location	Loc Ty	pe Zone	Sto	rage Type	Bonded	Physical Height	Physical Width	Physica Depth	l Usable 🐴 N Heigh 📃	
N	WHSE1	3A010101	STORA	GE ZONE	A RAC	CKS	N	1000	1000	1000	) 100(	Save - F8
Y	WHSE1	3A010102	STORA	.GE BREA	KBULK RA	CKS	N	1000	1000	1000	1000	
N	WHSE1	3A010201	STORA	GE BREAK	BULK RAC	CKS	N	1000	1000	1000	) 100(	Print - F10
N	WHSE1	3A010202	STORA	GE BREAK	BULK DDF	RACKS	N	1000	1000	10001	. 1000	
N	WHSE1	3A010301	STORA	GE BREAK	BULK DDF	RACKS	N	1000	1000	10001	. 1000	Ereview - E1
N	WHSE1	3A010302	STORA	GE BREAK	BULK DDF	RACKS	N	1000	1000	10001	. 1000	
N	WHSE1	3A010401	STORA	GE BREAK	BULK DDF	RACKS	N	1000	1000	10001	. 1000	X
N	WHSE1	3A010402	STORA	GE BREAK	BULK DDF	RACKS	N	1000	1000	10001	. 1000	Delete - F9
N	WHSE1	3A010501	STORA	GE BREAK	BULK DDF	RACKS	N	1000	1000	10001	. 1000	
N	WHSE1	3A010502	STORA	GE BREAK	BULK DDF	RACKS	N	1000	1000	10001	. 1000 🗸	
											>	
				Physical		Usable			、 、		-	
Aisie		Location		Height (mm	)	Height (mm)		vveight (i	(g)	Maximum	I SKU	
		■  3A010102		1000		1000		1000		μ		
Zone		Status		Width (mm		Width (mm)		# of Palle	ets			
BREAK	BULK	AVAIL	•	1000		1000		6				
Stora	де Туре			Depth (mm	)	Depth (mm)						
RACKS	; ·	- 🗆 Bonded Loc	ation	1000		1000		_	Update Cu	irrent Grid I	Row	
Locat	ion Type	Check Digit		Volume (M	i)	Volume (M3)	)		-			
STOR	AGE	• 0		1		1.0000000		_	Update Sel	ected Grid I	Rows	<b>E</b>
				,								Return - F12
urrent Use	r: Cristal Solutions	1 Locations	Maintenance	•			Language: (	CRISTAL	rmLocations	Dat	abase: cwms_demo	1
Al eta		Decuments and Se		ETAL Warehout		ISTAL WMS LIG	or	Unused Deckte	n Shortcute »	100%		anii 12:10 AM

- 4. Change the attributes as required.
- 5. Click Update Current Grid Row.

However, if there are more changes, user can

- 1. Select more than 1 location. All selected location will display Y on the Select column.
- 2. Amend the necessary fields.
- 3. Click Update Selected Grid Rows. The amendment will apply to all the select with Y.

# 8.4.2. Location Setup

Before a warehouse can be operational with a WMS, it is necessary to be able to identify and label each location. In effect, each location is given an address.

In CRiSTAL Warehouse Management System, location addresses are assigned based their position:

- a. Aisle
- b. Bay (between 2 upright of pallet racking...)
- c. Level





#### d. Slot or pallet position

Each of these components is assigned 2 alphanumeric characters (for Aisle) and 2 numeric digits for each of the other. These are concatenated or joined together to form an 8-character location address.

🔋 CRIST	AL Ware	house Ma	nagemer	nt Syste	em (Den	10)											- 7 🛛
🔑 Locati	ions Set	ир															D
Wareho	ouse	De	scription				Г	Check Digit	:	No check is m	ade on cre	ated	locations. Us	ers have t	o ensure no loca	ation	Clear - F6
WHSE1		- W	arehouse	1						overlap	ping range	else	e overwriting	of attribut	es will occurs.		14
		Start	End	Start	Fnd	Start	End	[		Phyiscal	Phyisca	1	Physical	Usahle	Usahle	Us	Find - F7
Select	Aisle	Bay	Bay	Level	Level	Slot	Slot	Status		Height	Widt	 1	Depth	Height	Width	D	
														<b></b>	L.	6	Save - F8
														Cle	ar Aisie and click Ge	et to list all a	
																	Print - F1U
																	Preview - FTI
																	X Delete - F9
	Pi	ck Face sh	iould be p	oart of t	he Stora	age Loca	tions.		Р	hysical	Us	able				2	
Aisle		Storage	9			econd W	alk Son	uonco	- 1	leight (mm)	He	eight	(mm)	We	ight (kg)		
		-		-		oded	aik obq	acrice									
-Locati	on Rom					k Facor			V	Vidth (mm)	W	idth	(mm)	# 0	f pallets		
LUCAU	Bay	ye Level	Slot	t	Bay	Lev	el	Slot								_	
From									D	epth (mm)	De	epth	(mm)	Ma	kimum SKU		
То	<u> </u>	— (—	— (-			— (-											
					1					'olume (M3)	Va	olum	e (M3)	Zor	ne Area		
			Genera	ate Loo	ations											-	Return - F12
Current Use	er: Cristal :	Solutions 1	Lo	cations S	5etup					Langu	age: CRISTA	L	frmLocation	Setup	Database: cwn	ns_demo	
🛃 sta	rt	C:\Do	cuments ar	nd Se		RISTAL W	arehouse	👿	CRIS	TAL WMS User	Unus	ed De	sktop Shortcuts	; <sup>»</sup> 100	% -== 🔇 =	693	12:12 AM

#### STEPS:

- 1. Click Location Setup under Warehouse sub-module.
- 2. Select the Warehouse and Storage Type.
- 3. Enter the Aisle address
- 4. Enter Starting Bay and Ending Bay
- 5. Enter the Starting Level and Ending Level
- 6. Enter the Starting Slot and Ending Slot
- 7. Specify the Physical and Useable Storage Height of the location (the space between the lower and upper beam less the height of the physical pallet and Clear working space)







- 8. Specify the Width of the pallet
- 9. Specify the Depth of the pallet
- 10. Specify the Max Weight capacity of the location
- 11. Select the Zone that the location is to be assigned
- 12. To designate part of the locations to be created at the same time
  - a. Tick the "Auto Generate Pick Faces" checkbox
  - b. Specify the Starting and Ending of the Bay, Level and Slot of the locations to be assigned
  - c. This step can be skipped if not sure of the pickface requirement they can be assigned later using Admin->Warehouse->Pickfaces
- 13. Similarly for Bonded area
- 14. Click Save when completed
  - a. The system will generate the locations
- 15. Repeat step 1 to 13 to create other locations.

### 8.4.3. Station Maintenance

Station Maintenance allows user to Set up and Maintain station data. Station in CRiSTAL WMS could refer to any "work-station". They could be container loading bay, Receiving Station, Despatch Station, Kitting Station etc.





CRiSTAL Ware	ehouse Managem	ent System (Der	no)							- F
Station Maint	tenance									
Warehouse —										Clear - Fi
WHSE1	▼ Ware	house 1					Maintenance		Setup	<b>64</b> Find - F7
Station	Prefix		Length		Station Status	Shipme	ent Number	Containe	er / Vehicle	Save - N
	WH		2000		AVAILABLE	•				
Station Task	From		Width		Stack Factor			Arrival		Save
MULTI-TASKS	6 <b>•</b> 01		2000		1	🗖 Ass	igned			
Station Type	То		Height					Departu	re	
STATION_TYP	PE1 🔽 10		2000							Preview -
	1									×
Station	Task Function	Station Type	Status	Assigned	Length	Width	Height	Shipment	t # Containe	Delete - f
ST1	MULTI-TASKS	STATION_TYPE	AVAILABLE	N	3000	3000	3000			
ST2	MULTI-TASKS	STATION_TYPE	AVAILABLE	N	3000	3000	3000			
ST3	MULTI-TASKS	STATION_TYPE	AVAILABLE	N	3000	3000	3000			
ST4	MULTI-TASKS	STATION_TYPE	AVAILABLE	N	3000	3000	3000			
ST5	MULTI-TASKS	STATION_TYPE	AVAILABLE	N	3000	3000	3000			
ST6	MULTI-TASKS	STATION_TYPE	AVAILABLE	N	3000	3000	3000			
ST7	MULTI-TASKS	STATION_TYPE	AVAILABLE	N	3000	3000	3000			
ST8	MULTI-TASKS	STATION_TYPE	AVAILABLE	N	3000	3000	3000			
ST9	MULTI-TASKS	STATION_TYPE	AVAILABLE	N	3000	3000	3000			
W101	MULTI-TASKS	40FT	AVAILABLE	N	4000	3500	4000			
W102	MULTI-TASKS	40FT	AVAILABLE	N	4000	3500	4000			
W103	MULTI-TASKS	40FT	AVAILABLE	N	4000	3500	4000		~	Return - F
اللاف ريين										
rrent User: Cristal	Solutions 1	Station Maintenance			Lang	juage: CRISTAL	frmStationMaint	ain	Database: cwms_demo	-1
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STEPS in Setup:

- 1. Click Station Maintenance under Warehouse sub-module.
- 2. Select Warehouse, Station tasks, Station Type.
- 3. Indicate Prefix for the station range. User may consider WH (for warehousing), KT (for kitting station), CB (for container bay) etc
- 4. Indicate the range of station by entering the From and To.
- 5. Enter Length, Width and Height in mm.
- 6. Click Save-F8 and system auto generate the range of location set.

Note:

- a. Stack Factor is defaulted to 1 by system. This means that only 1 pallet/item can be stored in the location. If 2 is used, it means that another pallet/item is stacked over.
- b. Set Station Status to Available once set up completes and ready for tasks.

STEPS in Maintenance:





CRiSTAL Ware	house Manager	nent System (Der	no)							∎₽₽
Station Maint	enance									
Warehouse									1	Clear - Fb
WHSE1	▼ Ware	ehouse 1					Maintenance		Setup	ind - F7
Station	Prefix	(	Length		Station Status	Shipma	ent Number	Container ,	/ Vehicle	
WH01	WH		2000		AVAILABLE	•				Save - Fo
Station Task	From		Width		Stack Factor			Arrival		
MULTI-TASKS	•		2000		1	🗆 Ass	igned			Print - F10
Station Type	То		Height					Departure		E.
STATION_TYP	E1 🔹		2000							Preview - r
Station	Task Function	Station Type	Status	Assigned	Length	Width	Height	Shipment #		X Delete - F9
WHOIT	MULTI-TASKS	STATION TYPE	AVAILABLE	N	2000	2000	2000	-		
WH02	MULTI-TASKS	STATION TYPE	AVAILABLE	N	2000	2000	2000		_	
WH03	MULTI-TASKS	STATION_TYPE	AVAILABLE	N	2000	2000	2000			
WH04	MULTI-TASKS	STATION_TYPE	AVAILABLE	N	2000	2000	2000			
WH05	MULTI-TASKS	STATION_TYPE	AVAILABLE	N	2000	2000	2000			
WH06	MULTI-TASKS	STATION_TYPE	AVAILABLE	N	2000	2000	2000			
WH07	MULTI-TASKS	STATION_TYPE	AVAILABLE	N	2000	2000	2000			
WH08	MULTI-TASKS	STATION_TYPE	AVAILABLE	N	2000	2000	2000			
WH09	MULTI-TASKS	STATION_TYPE	AVAILABLE	N	2000	2000	2000			
WH10	MULTI-TASKS	STATION_TYPE	AVAILABLE	N	2000	2000	2000			
WH11	MULTI-TASKS	40FT	AVAILABLE	N	5000	3500	4500			
WH12	MULTI-TASKS	40FT	AVAILABLE	N	5000	3500	4500		>	E Return - F1
irrent User: Cristal	Solutions 1	Station Maintenanc	•		Lang	juage: CRISTAL	frmStationMaint	ain Dal	tabase: cwms_demo	
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- 1. Select Warehouse.
- 2. Select the station from the display. Display the records on the field.
- 3. Amend the records.
- 4. Click Save-F8

### 8.4.4. Warehouse Setup

In Warehouse setup, user can create multiple warehouses that they manage. STEPS:

- 1. Select Warehouse Setup under Warehouse sub-module.
- 2. Enter Facility Code and particulars.
- 3. Set Status to Active when ready for operation
- 4. Click Save-F8 to add the facilities.

### 8.4.5. Warehouse Tasks Priority

Warehouse Tasks Priority allows user to set priority based on task type.





🔋 CRiSTAL Warehouse Management System (Den	no)				×
🔑 Warehouse Setup					
	_			Clear - F6	
Facility Type Facility	Туре	Description	Check Digit	Auto Zone	
WAREHOUSE REDINE	WAREHOUSE	Redine Warehouse SG	N	N Find - F7	
WHSE1	WAREHOUSE	Warehouse 1	N	N	
				Save - F8	)
				Print - F10	)
				Preview - F	-11
				Delete - F9	9
-Facility Configuration				<u> </u>	
Eacility Code Name		Address			
WHSE1 Warehouse 1		Address 1			
Status Document Reference Si	eries	Puilding 1			
ACTIVE CEFAULT	•				
Host Warehouse	_	Street 3			
Check Digit	🗖 Auto Zone	Town			
' Remark		State Country	Postal Code		
This is the remark		▼ SINGAPORE	<b>-</b>		
		Telephone F-	ascimile		
				Return - F1	12
					-
Current User: Cristal Solutions 1 Warehouse Setup		Language: CRISTAL frmW-	arehouse Databas	e: cwms_demo	
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- 1. Click Warehouse Tasks Priority under Warehouse sub-module. System displays a list of Task Type.
- 2. Select the Task Type. System display task priority on the editable field
- 3. Amend priority accordingly. 99 refers to most important whole 01 refers to least urgent.
- 4. Click Save-F8 to save amendment.

### 8.4.6. Zone Maintenance

In CRiSTAL WMS, the feature of Zoning is also provided to allow user the flexibility to zone the location for easy product group or type of storage.





関 CRISTAL W	arehouse Management S	ystem (D	emo)				_ 7 🗙
🔑 Zones Mair	itenance						
Warehous	e					Zone Code Description -	Clear - F6
WHSE1	▼ Warehouse	91				ZONE4 zone 4	<i>.</i> #
	1					Zone Type	Find - F7
Zone	Description	Default Zone	Zone Type	Avg Period	Pick: Rate	STORAGE	Save - F8
BREAKBULK	Break Bulk Zone	Ν	PICK_PACK			Average Picks Rate per Period	
DG	Dangerous Gooda Zone	Ν	STORAGE			Picking Period Number of Picks Humidity	Drint E10
GENERAL	General Goods Zone	Y	STORAGE			N/A Week Month	Print - FTU
ZONE1	zone 1	N	STORAGE	W	20	MAKE CHANCE ONLY WHEN OPERATION IS HALTED	<u>A</u>
ZONE2	zone 2	N	STORAGE	W	10		Preview - F11
ZONE3	zone 3	N	STORAGE	W	3	Changes made to zone's Check In and Despatch Stations are AUTO updated to the User Group access	×
ZONE4	zone 4	N	STORAGE				Delete - F9
					×	Sel         Check In Station           Y         ST1           Y         ST1           Y         ST2           Y         ST3           Y         ST3           Y         ST4           Y         ST5           N         ST6           N         ST7           N         ST8           N         ST9	Return - F12
Current User: Cris	stal Solutions 1 Zones	Maintenan	ce			Language: CRISTAL frmZoneType Database: cwms_demo	
🛃 start	C:\Documents and S	e 関	CRISTAL Wareho	ouse		IRISTAL WMS User Unused Desktop Shortcuts 🎽 100% 📲 💼 🔍 📚	🍢 12:18 AM

1. Click Zone Maintenance under the Warehouse sib-module. One the left column, it shows a list of all created zone type. To create new zone...

- 2. Enter Zone Code, Description and select Zone Type.
- 3. Select Average Picks Rate per Period.
- 4. Tick Check In and Despatch Station whereby work is transferred to this Zone created.
- 5. Click Save F8. System acknowledges new Zone created.

### 8.4.7. Locations Zoning Maintenance

Locations Zoning Maintenance allows user to maintain/update individual location to be zoned quickly.





CRiSTAL Wareh	ouse l	Aana	geme	ent S	ysten	n (De	mo)															
Locations Zonir	ng Mai	nten	апсе																		3	D
-Warehouse												Re	zonina	of locati	ions will have i	immediat	e impact	t on put	awav and	storade.		Clear - F6
WHSE1		- 10	/areh	ouse	1						-		Adm	inistrato	r must be con	versant w	ith the r	e-zonin	g implicat	ion.		緧
,																					Ľ	Find - F7
							1															
Level	Bay	LVI	Slot	ЗA	AA	AB	BB	OA	ZA													Save - F8
01	01	01	01																		F	A
02	02	01	01																			Print - F10
03	02	01	02																		-	
04	03	01	01																			_ 🔍 _
05	03	01	02																			review - F
06	04	01	02																			X
07	05	01	01			16-															[	Delete - FS
	05	01	02																		-	
	06	01	01																			
	07	01	02																			
Zone	07	01	02																			
	08	01	01																			
BREAKBULK	08	01	02																			
DG	09	01	01		_																	
GENERAL	10	01	01																			
ZONE1	10	01	02																			
ZONE2																						
ZONE3																						
ZONE4																						
																						E
																					F	Return - F1
urrent User: Cristal So	lutions	1	L	ocatio	ons Zo	ning M	lainte	nance						Language	B: CRISTAL	frmLocat	ionZoning		Database:	cwms_demo		
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- 1. Select Locations Zoning Maintenance under the Warehouse submodule.
- 2. Select Warehouse, the level so that the display on the right shall show all locations base on this level. The color code represents the type of Zone.
- 3. Select the Zone of which user wish to maintain.
- 4. Click the location matrix on the right.

# 8.5. Users

In the Users module under Administration, this helps the user to configure the user's group and access rights and individual user's set up.

### 8.5.1. User Groups

In User Group, it allows user to create user group and configure their access rights to the various Menu, Clients, Customers, Works, Brands etc.







🔋 CRISTAL	. Warehouse Managemei	nt System (Demo)			- 7 🛛
🗝 User Gr	oups				D Clear - F6
User Gro	oup			Monus	
Default .	Admin 🔄  S)	rstem Default Administrators			Find - F7
List of N	Menu Options - Double-	click on option to GRANT / REV	/OKE Access	Menu Options Ac	cess Maintenance
Grant	Menu ID	Sub Menu	Description		Save - F8
Y	System	About	About	Customers	Brint - F10
Y	System	Authorise	Authoriser Function		
Y	System	Login	System Login	Works	E.
Y	System	Logout	System Logout		Preview - FTT
Y	System	Logout & Exit	System Exit	[	×
Y	System	Change Password	Change Password	Brands	Delete - F9
Y	System	Message	Messages		
Y	System	Help	Get Started	Product Grp	
Y	System	Help	How To		
Y	System	Help	Manual	Reports	
Y	Query	Items History	PO Receipt History Query		
Y	Query	Purchase Orders	Purchase Orders Query		
Y	Query	Receipt Order	Receipt Orders Query	Utility	
Y	Query	Delivery Orders	Delivery Orders Query		
Y	Query	Invoices	Invoices Query	Department	
Y	Query	Sales Orders	Sales Orders Query		
Y	Query	Order Status	Real Time Alert	Data Export	
Y	Query	Transport	Transport Orders Query	Data Export	Ē
v	10uerv	Whee Status	Onerator Activities Status Ouerv		Return - F12
Current User:	Cristal Solutions 1	ser Groups	Language: CRISTAL frmUserGroup	Database: cwms_demo	
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- 1. Click User Group under User sub-module.
- 2. System display Default Admin under the User Group.
- 3. Click Clear-F6, enter new User Group and User Description.
- 4. Select "Y" under the Grant to allow access for this new user group for the category.
- 5. System allows selection of accesses based on the last user group to allow easier set up or alternatively, user can select individually the access.
- 6. Repeat step 4 to 5 for categories for Menus, Client, Customers, Works etc
- 7. Click Save-F8 to save creation.

### 8.5.2. User Profiles

In User Profiles, this allows user to create new individual user based on their user group selection. This function also security control, and history information of the user login.





🔋 CRiSTAL Warehouse M	ianagement System (Demo)							- 7 🛛
🕶 User Profiles								
		Unan Craum	4.000	Leeia	Disabled			Clear - F6
	Name	User Group	Active	Login	Disabled	Last Login	User	<i>i</i> 4
AUTO_UPLOAD	Cristal Solutions 1	Default Admin	Y	Y	N	12/3/2007	FULL	Find - F7
CRISTAL1	Cristal Solutions 1	Default Admin	Y	Y	N	12/26/2007	FULL	
DANIEL	Daniel	WHSE_MGR	Y	N	N	11/6/2007	FULL	Save - F8
PATRICK	Patrick Tan	Default Admin	Y	Y	N	12/13/2007	FULL	
SYSADMIN	Default Admin ID	Default Admin	Y	N	N	10/31/2007	FULL	Print - F10
								Rreview - F11
								X Delete - F9
User ID	_	Access Cor	ntrol	Contact Da	ta	Login History		
PATRICK	Patrick Tan	-Access and Pas	sword					
User Group		🗖 Disable Acce	ess after days	of inactivity:				
Default Admin	System Default Administrators	Temporary	Access valid fi	or days only:	, T			
Language			uprel changes e	uoru douo (i				
	CRISTAL Default Caption Descriptions		vor a change e	wery uays .	1			
User Type	Operational Status Access Authorisation	Password n	ever expires.					
FULL	ACTIVE System Administrator	System Gen	erated		_	Disable User ID		
				Update Pass	word	Reset Lockout		E Return - F12
Current User: Cristal Solutions 1	User Profiles	Lan	guage: CRISTAL	frmUser	Profile	Database: cwms	_demo	
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- 1. Click User Profiles under User sub-module.
- 2. System displays all users created or available in the system.
- 3. Click Clear-F6 to create new user.
- 4. Enter User ID and Description. Select User Group.
- 5. Select Languages if new language has been created, otherwise remains as CRISTAL's defaulted.
- 6. Click ACTIVE under Operational Status.
- 7. User can increase the security by amending the Access Control.
  - a. Check the necessary boxes under Access and Password.
  - b. System default to System Generated password so that user can issue them to the newly created user. Upon log in, new user can change to his/her preferred password.

END			

