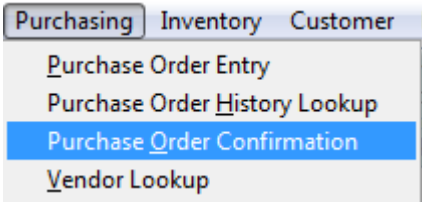
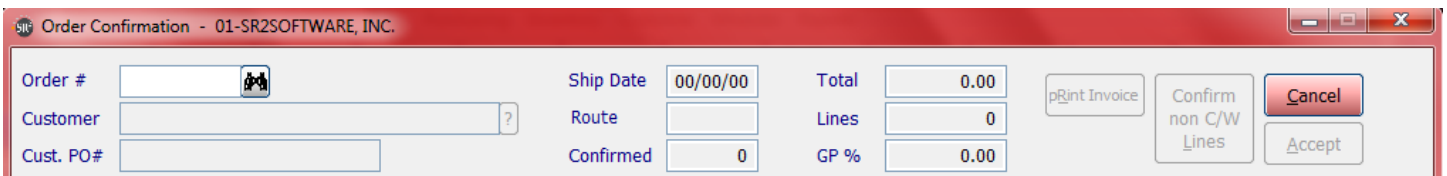



# Purchase Order Confirmation

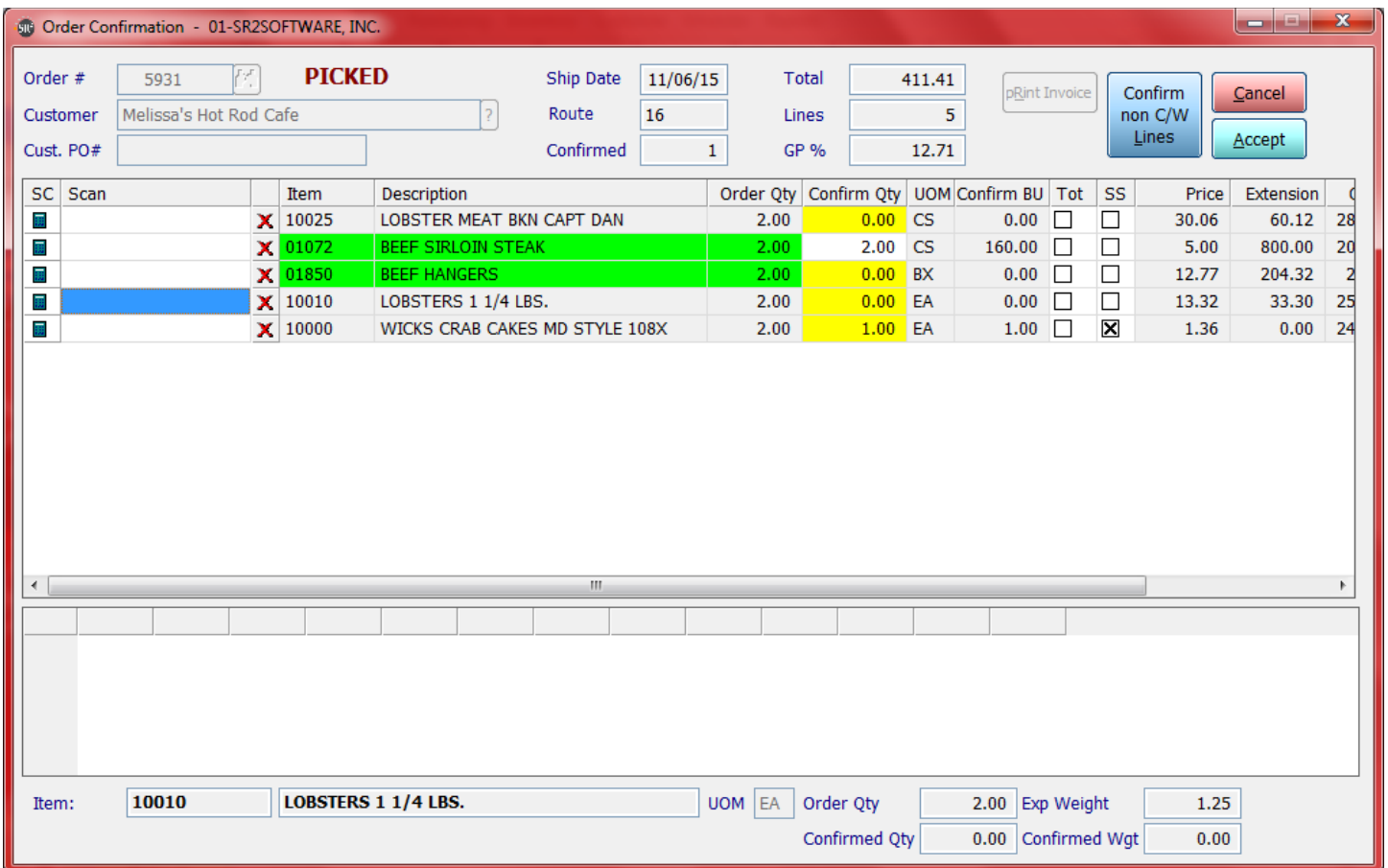


Purchase Order confirmation is used by the warehouse workers to scan or weight the items as they are receiving the items into inventory.


You will be scanning the Bar Codes on the packages to automatically enter in weights in the Order Confirmation Screen. If you have a scale connected to a computer you can weigh the items in the Purchase Order Confirmations screen also.
















If you know the purchase order number enter it in or you can click the  to search for the order.




The Confirm Qty will be highlighted yellow. You scan the items in the order they appear on the screen or you can randomly scan the Bar Codes for the order.

If you have a scale connected to the computer and you want to confirm a catch weight item that does not have a barcode, place the item on the scale and then click the scale icon  in the first column of the item line. The system will then place the weight of the item at the bottom of the screen.


If you are using barcodes just simple scan the barcode and the system will confirm the item and weight.

SC	Scan	Item	Description	Order Qty	Confirm Qty	UOM	Confirm BU	Tot	SS
		X 20650	EXCEL BONELESS RIBEYES	2.00	2.00	CS	83.00	<input type="checkbox"/>	<input type="checkbox"/>
		X 40102	BONELESS CC PORK LOINS	1.00	0.00	CS	54.00	<input type="checkbox"/>	<input type="checkbox"/>
		X 75033	RED A SIZE POTATOE RQ	1.00	0.00	CS	0.00	<input type="checkbox"/>	<input type="checkbox"/>
		X 75470	FRESH CELERY	1.00	0.00	CS	0.00	<input type="checkbox"/>	<input type="checkbox"/>
		X 10833	SALMON FILLETS FRESH 3/4	1.00	0.00	CS	35.00	<input type="checkbox"/>	<input type="checkbox"/>
		X 80265	KENS HONEY MUSTARD DRESSIN	1.00	0.00	CS	0.00	<input type="checkbox"/>	<input type="checkbox"/>
		X 80255	KENS THOUSAND ISLAND DRESS	1.00	0.00	CS	0.00	<input type="checkbox"/>	<input type="checkbox"/>
		X 70319	POLLY O RICOTTA CHEESE	1.00	0.00	CS	0.00	<input type="checkbox"/>	<input type="checkbox"/>
		X 75006	TOMATOES 5X6 RQ	1.00	0.00	CS	0.00	<input type="checkbox"/>	<input type="checkbox"/>
		X 75361	FRESH EGGPLANT	2.00	0.00	CS	0.00	<input type="checkbox"/>	<input type="checkbox"/>
		X 75059	GREEN SQUASH RQ	1.00	0.00	CS	0.00	<input type="checkbox"/>	<input type="checkbox"/>
		X 75641	BROCCOLI CROWNS	1.00	0.00	CS	0.00	<input type="checkbox"/>	<input type="checkbox"/>
		X 50280	ATHENOS FETA CHEESE 9# TUB	1.00	0.00	CS	0.00	<input type="checkbox"/>	<input type="checkbox"/>
		X 70150	EGGS LG LOOSE WHITE 15 DZ	1.00	0.00	CS	0.00	<input type="checkbox"/>	<input type="checkbox"/>
		44.00	39.00						

If you need to short ship an item simple click on the SS column checkbox for that item.

		X 75361	FRESH EGGPLANT	2.00	1.00	CS	1.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	27.62
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If you have non-weighted items or items with no barcode you will need to enter in the quantity manually. In the Scan field Type in a slash / enter in the Quantity and then press the Enter Key.

	/2	X 75992	CALIF. SPINACH	2.00	0.00	CS	0.00	<input type="checkbox"/>	<input type="checkbox"/>	29.35	0.00
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Once you have confirmed all the items on the order click the **Accept** button to save the confirmations.

Order Confirmation - 01-SR2SOFTWARE, INC.

Order #	5931	<b>PICKED</b>	Ship Date	11/06/15	Total	411.41
Customer	Melissa's Hot Rod Cafe		Route	16	Lines	5
Cust. PO#			Confirmed	1	GP %	12.71

Print Invoice