
DELMIAWorks

System Parameters Setup

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System Parameters Setup

Setting up the System Parameters

The System Parameters module contains information used by the entire **EnterpriseIQ** system. It is used to set up the company information, default GL accounts, default forms, report locations, and other options. This section discusses setting up your system parameters and all lists.

System Parameters can be accessed from the **EIQ Launcher Bar** by clicking on **System Setup** or from the **GL/Chart of Account Maintenance** screen under **Options|System Parameters**.

Company File Information

The company name and address information should match your own company information.

Each field shown on the Company Information screen are explained in detail below.

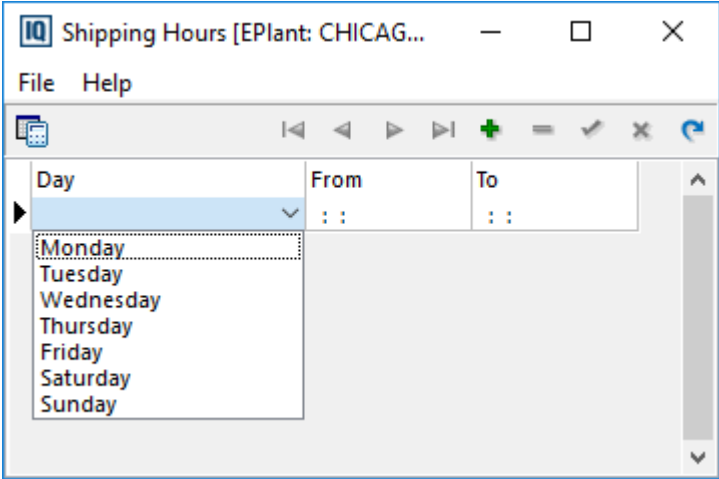
Name	Company name (30 characters). The name entered in this field will be used on reports and screens for a header block.
Address1	The first line of your mailing address (30 characters).
Address2	Second line of a mailing or street address (30 characters).
Address3	Third line of a mailing or street address (30 characters).
City	City (30 characters).
State or Region	Region or State code must be selected from the drop down list.
Postal Code	Postal or Zip code and optional 4 digit code.
Country	The country code must be selected from the drop down list.

Use USA Mask	This check box is used for phone and fax numbers. If the box is checked, it maintains a mask for standard US style phone numbers (7 or 10 digits). If the box is left unchecked, the US mask is removed and foreign phone and fax numbers can be entered.
Telephone	Main voice phone number (25 digits).
Fax	Main Fax number (25 digits).
Federal Tax ID	Optional. Informational purposes only.

Application Tab

Automatically clear user settings after system update	<p>If checked, when updates are made to the system the user will receive a notification upon login that the user settings will be cleared to enhance performance and be given an OK button to continue. If the parameter is unchecked, users will be given the choice of Yes or No to reset their user settings. Note: Choosing No is not recommended, as it may alter performance of system updates.</p> <p>Note: The system retains check box settings when updating to a new version. This version check and reset option will not touch check boxes.</p>
Control # Format	<p>This setting allows users to control the format for the Control # on BOMs and Quotes. If this field is blank it will default to -MM-DD-RRRR-HH24:MI:SS (e.g. Username 03-16-2010-16:56:35). The user name is always the prefix.</p> <p>The format must start with a dash (-) . But the order of the 'RRRR', 'MM', 'DD', HH24, MI or SS can be changed as well as punctuation.</p> <p>Ex 1: -MI:SS:HH24-RRRR-MM-DD</p> <p>Ex 2: -RRRR-MI:SS:HH24-MM-DD</p> <p>Ex 3: -DD-RRRR-MI:SS:HH24-MM</p> <p>Ex 4: -RRRR.MM.DD-HH24:MI:SS</p>
Default to USA Mask	<p>If this option is checked, when inserting records 'USA Mask' will automatically be checked and used in the following places: Customer Maintenance - Customer/Credit tab, Contacts tab, Ship To tab, Bill To tab and Consolidators under the options menu; Bank Maintenance; System Parameters - Ship to tab, Distribution Centers and Imports from the Lists menu; Manual Packing Slips; CRM - Partner Central General and Contacts tabs, Customer Central Quick Add form and General Tab, Vendor Central Quick Add form and General Tab; Shipping Manager third party addresses under options menu; and Vendor Maintenance - Vendor Information tab, Remittance tab and Contact tab.</p>
Division	<p>Creating Divisions/Warehouses is another way to separate your facility beyond cells. Users can determine the terminology used through out the system to be either division or warehouse. It is suggested to use Warehouse if the facility is truly a warehouse. If there is production at the "facility" then the division option should be used.</p> <p>This feature mostly only affects the label text in the system except in Inventory Availability where filtering can only be done if the Warehouse option is selected.</p> <p>For additional information please see the Divisions/Warehouses section.</p>


<p>Enable Electronic Signature Signoff</p>	<p>If this is checked the user will be required to enter their user name and password in various areas of the system that use the Evaluate Workflow functionality, such as PO Approvals and Quality modules.</p> <p>It is also used to require employees to select their user name and enter their password to access Quick Inspection.</p> <p>From workflows for quality modules (e.g. CAR, Document Control, etc) and PO Approvals the user will see this electronic signature box after they select authorize or reject. They will be required to enter their login name and password.</p> <div data-bbox="453 506 1143 961" style="border: 1px solid #ccc; padding: 10px; margin: 10px 0;"> <p style="text-align: center;">Authentication required</p> <p style="text-align: center;">http://localhost</p> <p>Username <input style="width: 150px;" type="text"/></p> <p>Password <input style="width: 150px;" type="password"/></p> <p style="text-align: center;"> <input style="background-color: #007bff; color: white; padding: 5px 15px;" type="button" value="Log in"/> <input style="padding: 5px 15px;" type="button" value="Cancel"/> </p> </div> <p>If it is not selected the above form will not appear.</p> <p>Note: Users will not get the message asking to save the password on the web approval page in all browsers, therefore the password will not auto-complete for compliance purposes.</p>
<p>Heijunka/Kanban Scheduling</p>	<p>Select this option to enable Heijunka/Kanban scheduling. Once this option is checked, the user will need to log out of DELMIAworks and log back in to see the Heijunka Box icon on the Manufacturing tab.</p>
<p>Hide Mouse Cursor image in touch-screen applications</p>	<p>With this checked the mouse image will be hidden in the touch-screen applications (Shop Data and FabData). This setting is also available in Shop Data in Options->Configure Shop Data->Controls. The setting can be overridden by pressing F4.</p>
<p>Incorporate Virtual Work Centers / Work Orders</p>	<p>With this option checked, work centers in DELMIAworks can be set up as virtual work centers. This enables the user to schedule and run the same manufacturing number on several work centers at one time. The system will recognize that the actual work centers are associated to a virtual work center and will divide the quantity to manufacture across the associated work centers.</p>
<p>Launcher Color</p>	<p>Select a color from the drop down list to be the color for the launcher bar. This will allow non EPlant installations to designate between a test server connection and production server connections.</p> <p>Note for EPlant users: The software will first consider the EPlant assigned color. If not assigned then it will use this assigned color.</p>

<p>Pick lists wait for prompt</p>	<p>With this checked all of the information in the pick lists throughout the system will not automatically come up until prompted. This can be a time saving feature as the pick lists grow.</p> <p>If this option is not checked here it can be checked on individual pick lists. This setting is retained after a software update.</p>
<p>Pick Lists are case insensitive</p>	<p>If this is checked all pick lists in the system will ignore the case when searching. Also, the 'Case insensitive' check box will not be visible on pick lists.</p> <p>If this option is not checked users will be able to select the 'Case insensitive' option on individual pick lists. This setting is retained after a software update.</p> <p>Note: This setting also applies to pick lists in IQRF/WMSIQ.</p>
<p>Postings Require Tax Code Assignment</p>	<p>If this is checked the system will not allow postings in A/R and A/P if there is not a sales tax associated with the detail items.</p> <p>Note: This parameter setting is ignored for AR and AP Prior invoices.</p>
<p>Shipping Hours</p>	<p>Select the Shipping Hours button to bring up a 'Shipping Hours' form where valid days and hours can be specified for when the company is able to ship product. When calculating the Must Ship Date on the Sales Order Release, the system will look at the Shipping Hours settings and if the calculated date is not valid, it will back it up to a valid Shipping Hour. To add shipping hours select the insert + button and select a day of the week from the drop down list. Enter the from and To shipping hours in the corresponding fields. Continue this process for other days where shipping hours are relevant.</p> <p>The Must Ship Date for all orders can be recalculated based on the shipping hours information by selecting the speed button at the top of this form.</p>  <p>The button on the Company File Information tab affects Sales Orders created in View All. There is also a Shipping Hours' button on the Enterprise tab to assign shipping hours to specific EPlants. The settings in that form will affect Sales Orders created in that EPlant.</p>
<p>Use 1000 separator for numeric fields</p>	<p>With this checked the numeric fields throughout the system will use the 100 separator. For example, if a field has a value of ten thousand it will be displayed as 10,000. With this options not checked it will display as 10000.</p> <p>Note: If this is checked, in EDI Orders, Forecast and Sales Orders then a 0 value does not always display, it may appear null.</p>

User Defined Dropdown Text Only	<p>With this option checked the system will only allow text defined in the drop down list to be entered on user defined drop down fields (drop downs with the blue arrow indicating user defined). This prevents users from typing data in a 'drop-down' type user field.</p> <p>This is the global value. It can be overridden on each specific Edit User Defined List option by selecting an option from the 'Select DropDown Style' list (Drop Down - free form data entry, Drop Down List - Predefined Text), or System Default).</p>
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Note: When checking/un-checking options on the application tab users will get a message stating 'Reducing the decimal precision of the inventory usage calculations could cause rounding variances in post inventory transactions', if the Decimal Precision setting on the inventory Setup tab is less than 6.

Email Tab

Email Application: Use Microsoft Outlook	<p>If the 'Use Microsoft Outlook' option is checked the system will place a 'Sent' email in the users email box when they email DELMIAWorks reports.</p> <hr/> <p>Note: This option only works with Microsoft Office 2013 and below.</p> <p>Note: This does not apply to emails sent when evaluating workflow, with possible exception of Document Control.</p> <hr/> <p>Profile Name - If the 'Use Microsoft Outlook' option is checked, a 'Profile Name' may be entered. This is the Microsoft Outlook profile to use when accessing email. The Profile Name is the name of the Microsoft Outlook profile to load when connecting to Microsoft Outlook. Normally, this setting will not need to be provided. If it is not provided, then the default profile will be loaded. The default profile is the one that connects when you open Outlook from your local shortcut. However if network administrators need to indicate a specific profile to be used, the setting is available. For instance, if Outlook is accessed through terminal services, then sometimes a default profile is unavailable or cannot be accessed. If a specific profile needs to be loaded, then the setting in System Parameters can be used. There is a single profile setting for the company to allow all clients on a network to connect the same way. Although the profile may be the same for the company, each client connects to Outlook using the same profile name, but loading the individual user's data.</p> <p>Send Test Email - Select the Send test Email button  to test the email settings. The test email will be titled 'DELMIAworks Test email' with the message body 'DELMIAWorks test email settings test'.</p> <hr/> <p>Note: When the Use Microsoft Outlook option is checked in System Parameters, but Outlook has not yet been setup, when selecting an email recipient from the report destination tab, users will receive the message, 'Cannot complete the operation. You are not connected.' Once Outlook has been setup, the user will not receive this message when adding email recipients.</p>
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<p>SMTP</p>	<p>Sender Email - Email server address. This is required if users wish to email reports through DELMIAworks using SMTP. Select the 'Edit email' button to enter the address. It is also required to complete web orders in Web Direct during submission of order. If the Sender Email address is not entered users will receive a message, 'One or more valid recipient e-mail addresses are required. The e-mail could not be sent'.</p> <p>Always use this sender email address - If this is checked, the system email address will be used as the sender on all outgoing emails, regardless of which user is logged in. When using Enable TLS/SSL with Authenticate Email (example: SMTP through Office365), the Sender Email address must be used and match the Authenticate Email address with exception noted below for Office 365 setup.</p> <p>Note: The 'From' email address used in sending workflow emails hierarchy:</p> <ul style="list-style-type: none"> ▪ The system will use the email address in 'Sender Email' in System Parameters>Enterprise>Contact (for the EPlant the user is logged into) if 'Always use this sender email address' is checked below it. ▪ If it is not checked, it will use the email address in 'Sender Email' in System Parameters>Company Info>Email if 'Always use this sender email address' is checked below it. ▪ If not checked, it will use the email address found in Security Inspector for the user logged into DELMIAworks or IQAlert/EServer. ▪ If not found, it will use the email address in 'Sender Email' in System Parameters>Enterprise>Contact (for the EPlant user is logged into). ▪ If not found, it will use the email address in 'Sender Email' in System Parameters>Company Info>Email. <p>Global Email BCC - If provided, the email address is automatically added as a BCC to any email sent from DELMIAworks. Select the 'Edit email' button to enter the address.</p> <p>SMTP Server - The SMTP Server address. This is required with SMTP Port to send emails for workflow evaluation.</p> <p>Example #1: SMTP Server = mail.iqms.com with default SMTP Port 25.</p> <p>Example #2: SMTP Server = smtp.office365.com using Port 587 (for TLS/SSL with Email Authentication).</p> <p>SMTP Port - Default = 25. Required with SMTP Server to send emails for workflow evaluation. May be used in conjunction with Email Authentication (see below).</p> <p>Enable TLS/SSL - DELMIAworks supports both TLS (Transport Security Layer) and SSL (Secure Sockets Layer) for secure, email communications. Check the "Enable TLS/SSL" check box if your mail server expects a TLS/SSL protocol over the specified port when sending SMTP emails. Whether or not TLS/SSL may be used will be determined by your mail server. Before setting this option, verify that your mail server supports either TLS or SSL over the given port. DELMIAworks uses "explicit" SSL, and not the older, "implicit" SSL. If the mail server does not support TLS or "explicit" SSL, an error will display when attempting to send an SMTP email: "Error sending SMTP email. Server does not support secure connections." This message indicates that your mail server either does not support the TLS/SSL cryptographic protocols, or that it only supports the older, "implicit" SSL. Note: IQAlert must be closed and re-launched after "Enable TLS/SSL" has been changed. In addition, ensure Java version is updated to allow sending authenticated email without error by applying files found in the Utilities folder of the update DVD as follows: Copy and paste javax.mail.jar and JavaMail_Updater.bat in the same directory (or desktop) on the Oracle server, double-click on the batch file and run against the database using 'sys' password (window will close when finished). These two files are NOT version specific for DELMIAworks, and can be run on any version.</p>
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	<p>Setup Notes for Office365 when not using 'Always use this sender email address'. This setup will display individual user's email 'From' address in SMTP emails sent (ex: workflow) instead of the Authenticated user's email address:</p> <ul style="list-style-type: none"> ▪ Office365 setup: Log into Office365 admin account > Admin > Users > Active Users > select user's email account (ex: Test User) > Edit > Mailbox permissions > in the 'Send email from this mailbox' section, start typing the authenticated email address in search box > click to select > Save. ▪ DELMIAworks setup: In Security Inspector > Users tab > ensure Email address is entered for logged-in user. In System Parameters > Company File Info tab, Email sub-tab (and Enterprise tab, Contacts sub-tab if applicable for Eplants) > select 'Authenticate Email' w/email address and password entered, SMTP Server = smtp.office365.com, SMTP Port = 587, select 'Enable TLS/SSL', Sender Email and checkbox are not used. For non-SMTP on Company File Info, Email sub-tab > select 'Use Microsoft Outlook', Profile Name = Office365. <p>Request Return Receipt - When users email from within DELMIAworks, the person who sent the email will receive a receipt email. This is a global setting for all users. Currently this function works with all modules except CRM.</p> <hr/> <p>Note: Whether the person sending the email gets a return receipt also depends on the receiver's email application and email server settings.</p> <hr/> <p>Enable Oracle Email Processing - Check this box to use Oracle procedures for email processing in IQAlert and eServer. Note: In order for this to work certain scripts must be run. Please contact DELMIAWORKS for more information.</p>
Email Authentication	<p>A global email address (or windows user with domain name, example: iqms/username or username@iqms.com) can be specified for email authentication. This is optional, but should be setup at sites where authentication is in use. Type the email address or windows username to be used for authentication in the User Name field, then select the 'Assign/Change Email Password' button to enter the password. The password for the email authentication is stored in the database but is not encrypted.</p>
Mass Mail Tracking	<p>Check this box to have Mass Mailings tracked. After emails are opened or read, the system will track the activity in CRM Mailing History in the 'Tracked First Read' and 'Tracked Last Read' fields.</p> <p>In order for this to function, this box must be checked and the IIS Server URL and IIS Port settings on the web tab must be populated.</p>
Shipping Manager-> Failed Email	<p>If licensed for Shipping Manager this field will be visible. In Shipping Manager->Shipment Options and Package Options the system will automatically populate the 'Failed Email Address' field with this address in the following areas:</p> <ul style="list-style-type: none"> ▪ Quantum View ▪ Quantum View->Recipients button ▪ UPS Returns Exchange <p>This field is also available on the Enterprise->Shipping Manager tab for specific EPlants. The system will first pull from the EPlant (if setup), otherwise it will use the address entered on the Company File Information->Email tab.</p>

Web Tab

IIS Server URL and Port	<p>This information is used for web applications such as WebIQ and RealTime Process Monitor module.</p> <p>If applicable, enter the Internet Information Services (IIS) Server URL and Port. The IIS Port can be left blank, it will default to 80.</p> <p>For EPlant users: This information can be set up at the EPlant level on the Enterprise tab. If they are not set up at the EPlant level, the system will default to using the information from the Company File Information tab.</p>
Internet	Optional. Hyperlink to the company website.
Smart Page Default Browser URL	<p>This field can be populated with a global URL for the Smart Page browser element. For EPlant users this can be set up on the Enterprise->Miscellaneous tab. The system will first look for a default URL for the EPlant, if there is not one, then it will use this global default. If this field is not filled in then it will default to www.iqms.com.</p>

**WebDirect
Settings (button)**

Select this button  to access the WebDirect Settings form.

In the **User Defined Cart Message** field a messages can be created that will appear in the Checkout Area to inform customers of important information they need to know prior to submitting an order.

Override Default Checkout Area Freight Message - Information can be entered in this field and will override the default checkout area freight message. The default message is: '(Freight not included. Freight will be calculated and added to the final invoice or credit card payment)'.

Require Releases - Check this option to require customers to enter at least one release for items ordered through WebDirect.

Enforce Selling Multiples Of Qty - If this is checked and the item being ordered in WebDirect B2B has a value in the Selling Multiples of field in inventory, the system will enforce that quantity during ordering. At the order entry form, if the user attempts to add a release that does not meet the multiples of, a message surfaces stating, 'The release quantity ##### does not conform to the mandatory container quantity, #####, for Inventory Item XXXX. Would you like to change it to the suggested qty of #####'. If OK is selected the release quantity will be changed to the suggested quantity, even if it's greater than the blanket quantity. If Cancel is selected the release quantity will be set to null for the customer to enter a different value.

Waterfall Price Breaks - Default to Hidden - When this option is checked, only the waterfall price breaks marked 'show' (in AR Discount Tiers) in WebDirect B2B will display. If this option is checked there will be two additional options.

- Show Minimum Sell Qty when Minimum Sell Qty is less than Selling Multiples Of - If this is checked and the item being ordered in WebDirect B2B has a minimum sell quantity less than the Selling Multiples Of quantity, then the Minimum Sell quantity and the corresponding price break will be shown.
- Always show Selling Multiples Of - If this is checked then the Selling Multiples Of will always be shown as a price break.

Vendor WebDirect - User Defined Login Message - Text can be entered in this field and when a vendor logs into WebDirect they will see this message.

Employee Portal - Auto Logout Time - A value can be entered in this field to automatically log out an employee from the Employee Portal if they have been idle for this amount of time. The time must be greater than 60 seconds. If a time is entered that is less than 60 an error will appear stating, 'Invalid Employee Portal auto logout time specified. The entered value must be zero or null (unlimited) or greater than or equal to 60.' This will override the users Auto Shut Off time if it is lower. The system will use the least value for the timeout between the user and this global option.

Credit Card Merchant Tab

These accounts are considered the 'default' system merchant accounts without an association to an EPlant. These accounts can be setup when logged in as 'View All' or a specific EPlant and by default will be created as a null EPlant account. Specific EPlant accounts are set up on the Enterprise tab in System Parameters. Use the toggle button to change from form to table views. There is also a Hide/Show Archived button.

When the Credit Card Charge screen is selected, the system will select the merchant account based on:

- EPlant
- Currency
- The 'Default' check box or the first record
- If no merchant account exists for these criteria, then the default or first system merchant account will be used (no EPlant filter)

Description	Enter a description of the credit card merchant record.
Gateway	Select the gateway that your company uses from the drop down list.
Merchant Name	This field will populate automatically with the Company name (IQSYS.COMPANY) but it can be modified. When adding a new transaction, the "Merchant Name" field on the transaction record is updated with the account merchant name.
Bank Account	Select the bank account from the drop down list.
Currency	Users of Multi-Currency can associate a specific currency to a merchant account by selecting it from the drop down list. This will be used in the hierarchy to determine which merchant account should be used when charging a credit card. Note: For the Moneris Canada and Moneris USA gateway account settings, the Currency field is visible on this tab but is not applicable as it is defined at the merchant account level with the gateway. It is the currency agreed upon with Moneris.
Default	Select this box to mark a merchant account as the default account to be used.
Archived	If a merchant account becomes inactive this option can be selected to mark the account as archived. Archived merchant account information can still be viewed by selecting the 'Show Archived Accounts' toggle button. Archived accounts will display in yellow.
Account Settings	Select the Account Settings button to bring up the form to enter all of the merchant information such as merchant number and merchant name. The fields in the Account Settings form vary based on the selected Gateway.
Advanced	Select the Advanced button to enter the Gateway's Production and Test URL and Port information.
Accepted Credit Cards	Click the button to access the Accepted Credit Cards form. Click on the Add (+) button and select the Credit Card type from the drop down list. DELMIAWORKS is certified to support Visa, MasterCard, American Express, Discover, and JCB. Of the supported credit cards, only Visa, MasterCard, and American Express support Level 3 processing. This form is also available from the Lists menu in System Parameters.

Encryption	To encrypt the data such as credit card number and zip code select the Encryption button to access the Credit Card Data Encryption Wizard. Encryption keys are used to secure credit card data against unauthorized access which can help your company be “compliant” with the PCI Credit Card Data Security Standard.
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Note: For detailed information on using Credit Cards in DELMIAworks, please see the Credit Card documentation which can be accessed from the Settlement module's Help/Contents menu or from the MyIQMS website (*Credit Cards https://my.iqms.com/cfs-file.ashx/___key/HelpFile/15.3/Credit-Cards.pdf*).

User Fields Tab

This tab has four user defined alpha fields and four user defined numeric fields. These fields may be used for reporting purposes. To change the label description, right click on the User# and click on the Define Label Text box. Type in the description you want for the field in the New Value field.

Documents Tab

Internal and External documents, and Email Correspondence can be associated to the Company record.


When finished with the entries on this screen, remember to click on the OK button before exiting.

Editing the Company Name and Address Information

To **EDIT** the company name and address information select the **field** to edit by highlighting or double clicking on it. Then, type in the change and press [**Tab**] to go onto the next field to edit. Click on the [**OK**] button to save changes or the Cancel button to abort the changes.

Validate Address

Addresses can be verified in the Company File Information tab, Ship To/Remit To tab, and Enterprise tab. The addresses are used by the Avalara Tax Web Services when calculating taxes. The address hierarchy used by Avalara is: Default Address listed on Ship To tab > EPlant address > Company Information address.

Select the Validate Address button . If the address is valid a confirm message will appear stating. 'Address Validated'. If the address is validated but there are suggested formatting changes users may see a screen similar to the following:

Incomplete Address

The address has been validated with some suggested changes. Hit the left arrow to accept the changes.

Company	IQ MANUFACTURING SYSTEMS	Suggested Changes:	IQ MANUFACTURING SYSTEMS
Address 1	2231 WISTERIA LANE		2231 Wisteria Ln
Address 2			
Address 3		←	
City	PASO ROBLES		Paso Robles
State or Region	CA		CA
Postal Code	93446		93446-9820
Country	UNITED STATES OF AMERICA		
Telephone #	805-227-1122		

To accept the changes select the green arrow button.

If the address is incomplete, or if an invalid zip code is entered the user will receive an error stating what the missing information is and then an Incomplete Address form will appear with the field(s) that need to be corrected highlighted in red. If the selected address validation service cannot find a close enough match, it may return the originally entered address (depending on the service), but the field(s) will be highlighted in red to inform the user that changes may need to be made. (UPS and USPS will return the original address where FedEx will return a Null value.) Please see the Address Validation section for more information.

The Packing Slip Shipping Address is incomplete. Please enter the required values (bold). A postal code is required for Canada and the United States of America, and may be required by other countries.

Company	IQ MANUFACTURING SYSTEMS
Address 1	12454 HURON STREET
Address 2	
Address 3	
City	PASO ROBLES
State or Region	CA
Postal Code	93446 ⚡
Country	UNITED STATES OF AMERICA
Telephone #	805-555-1212

OK Cancel

Sequential Numbering

The Sequential Numbering tab is used to set the initial values used by EnterpriseIQ to automatically assign numbers to packing slips, purchase orders, invoices, etc. The items shown here use sequential numbering. The values shown in the fields on this screen are the last numbers used.

If you plan to use the default numbering, you do not need to make any entries and EnterpriseIQ will automatically begin assigning numbers beginning with one. However, if you prefer to start your invoices at 1,000, then enter 999 here. The next invoice generated will be invoice #1000.

Note: For EPlant users the sequential numbering is set up for each EPlant on the Enterprise tab in System Parameters.

	Current Number	Reset To ...	
Packing Slips	14		<input checked="" type="checkbox"/> Use this sequence for all EPlants
Accounts Receivable Invoices	56849		<input checked="" type="checkbox"/> Use this sequence for all EPlants
Purchase Orders	47		
PO Receipts	0		
Order Entry	3686		
Returned Material Authorizations	0		
MRO Work Orders	371		
System-Generated RFQ #	500		<input checked="" type="checkbox"/> Enable
System-Generated JobShop RFQ #	6		<input checked="" type="checkbox"/> Enable
System-Generated Inventory #	65001		<input checked="" type="checkbox"/> Enable
System-Generated BOM #	120518		<input checked="" type="checkbox"/> Enable
System-Generated BOL #	0		
Project Manager, Project #	99		
Sales Quotation, RFQ #	1033		
MRO, Equipment #	5401		<input checked="" type="checkbox"/> Enable
CAR	0		
Accounts Payable Invoices	0		
			<input checked="" type="checkbox"/> System-Generated Customer #
			<input checked="" type="checkbox"/> System-Generated Vendor #

Field Descriptions

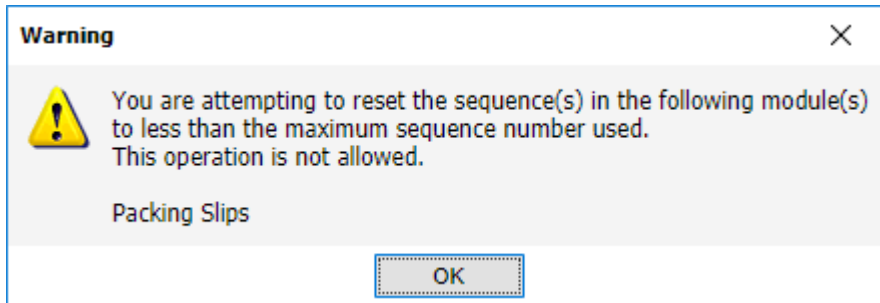
<p>Packing Slips</p>	<p>Packing slips are stored independently of the invoicing system and therefore have their own numbering system. Enter the last packing slip number used if you are going to use the packing slip feature of the EnterpriseIQ system.</p> <p>For packing Slips there is an additional options for EPlant users called 'Use this sequence for all EPlants'. When this option is checked, the system will use the global sequential numbering instead of the EPlant sequential numbering (Note: It will still use the EPlant suffix). If this is checked, in System Parameters > Enterprise tab > Sequences tab > the Packing Slip sequence field will be grayed out.</p>
<p>Accounts Receivable Invoices</p>	<p>Enter the last AR invoice number. EnterpriseIQ will automatically store the next available invoice number.</p> <p>Note: Whether an invoice is created or canceled, any time the [+] key is depressed, the system always increments to the next available number.</p> <p>For AR Invoices there is an additional options for EPlant users called 'Use this sequence for all EPlants'. When this option is checked, the system will use the global sequential numbering instead of the EPlant sequential numbering (Note: It will still use the EPlant suffix). If this is checked, in System Parameters > Enterprise tab > Sequences tab > the AR Invoice sequence field will be grayed out.</p>
<p>Purchase Orders</p>	<p>Enter the number of the last purchase order issued. EnterpriseIQ keeps track of all purchase orders and will allow you to receive incoming shipments from the original PO. EnterpriseIQ will automatically store the next available PO number after each ordering session.</p>
<p>PO Receipts</p>	<p>This is the number for the receipts posted when receiving product in.</p>
<p>Order Entry</p>	<p>Enter the last order number. EnterpriseIQ will automatically store the next available order number after each order entry session.</p>
<p>Return Material Authorizations</p>	<p>Enter the last RMA number. This number will automatically be incremented each time an RMA is filled out.</p>
<p>MRO Work Orders</p>	<p>The MRO module uses this number to increment the next work order. To reset the value enter the MRO work order number in the Reset To field.</p>
<p>System Generated RFQ #</p>	<p>EnterpriseIQ supports automatically incrementing the RFQ number when adding quotes to the system (the other method is to manually enter the RFQ number). Click here to enable this feature and enter a starting numeric value.</p>
<p>System Generated JobShop RFQ #</p>	<p>The JobShop quote number can be controlled by the user or generated by the system. If the "Enable" box is unchecked, all JobShop RFQ numbers are user-defined. If the "Enable" box is checked, the system will use sequential quote numbers. To use the system generated RFQ numbers enter in a starting number in this field and check the box.</p>

System Generated Inventory #	<p>The Inventory number can be controlled by the user or generated by the system. If the “Enable” box is not checked, all inventory numbers are user-defined. If the “Enable” box is checked, the system will use sequential inventory numbers starting with the value entered in the ‘reset to’ box. When checked it applies to:</p> <ul style="list-style-type: none"> ▪ Adding a new item in Inventory ▪ When adding a new item to BOM in Item Details ▪ In Engineering Quotes when converting to BOM or BOM/Sales Order
System Generated BOM #	<p>The Bill of Manufacture number can be controlled by the user or generated by the system. If the “Enable” box is not checked, all BOM numbers are user-defined. If the “Enable” box is checked, the system will use sequential BOM numbers starting with the value entered in the ‘reset to’ box.</p>
System Generated BOL#	<p>Enter the starting Bill of Lading number for use in the multiple packing slip BOL module. This number will automatically be incremented each time a BOL is created.</p>
Project Manager, Project #	<p>Enter the last Project number. The Project Manager module uses this number to increment the next project.</p>
Sales Quotation, RFQ#	<p>Enter the last CRM RFQ number. The CRM Quotation module uses this number to increment the next CRM RFQ#.</p>
MRO, Equipment #	<p>The MRO Equipment number can be controlled by the user or generated by the system. If the “Enable” box is not checked, all MRO Equipment numbers are user-defined. If the “Enable” box is checked, the system will use sequential MRO Equipment numbers starting with the value entered in the ‘reset to’ box.</p>
CAR	<p>Enter the last Corrective Action Report number.</p>
Accounts Payable Invoices	<p>A sequence number can be added to an AP Invoice. This will populate in the AP Seq. field on the AP Invoice. Enter the last sequence number used.</p>
System-Generated Customer #	<p>Check this box if you would like the system to use generated numbers when new customers are created in customer maintenance, customer central, sales orders, CRM and engineering quotes as well as outsource central. Once this option is checked additional fields will display showing the current number and a field to reset the next number. When a new customer is created the Customer # field will automatically populate with the next sequential number. (Note: This can only be set to a numeric value, alpha characters are not allowed).</p> <p>This setting can be overridden at the EPlant level (Enterprise->Miscellaneous tab).</p>
System-Generated Vendor #	<p>Check this box if you would like the system to use generated numbers when new vendors are created in vendor maintenance, outsource central and vendor central. Once this option is checked additional fields will display showing the current number and a field to reset the next number. When a new vendor is created the Vendor # field will automatically populate with the next sequential number. (Note: This can only be set to a numeric value, alpha characters are not allowed).</p> <p>This setting can be overridden at the EPlant level (Enterprise->Miscellaneous tab).</p>

Reset To

Use **Reset To** to change the numbering sequence of the “last number used.” Changes made to this field will not be available until after the next posting. Click on **[Apply]** to apply any changes that were made.

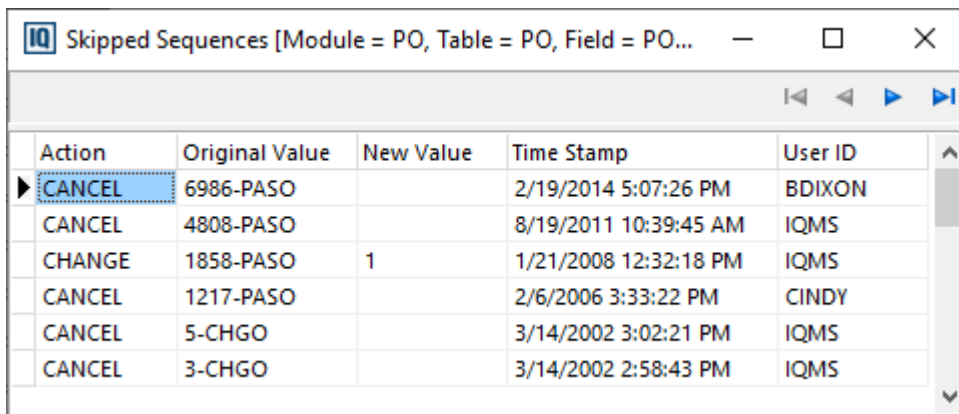
The *Reset To* cannot be used to reset the numbering sequence to regenerate numbers that have already been assigned. If the numbering sequence is changed to a lesser value than the maximum used a warning will appear and the entry will not be saved.



- Press **[OK]** and go back to the Sequential numbering screen.
- Change the *Reset To* field to the correct value and reapply the change. Press **[OK]** to exit.

“Burned” numbers log

To avoid using a number that has already been used the system provides a “Burned” numbers log for Packing Slips, Accounts Receivable Invoices, Purchase Orders, RMA’s, Inventory, CAR, and Accounts Payable Invoices. This log shows form numbers that have been used. To see this log click on the magnifying glass next to the “reset to” field. The log heading will show the Module, Table, and Field relevant to the form.

A screenshot of a software window titled "Skipped Sequences [Module = PO, Table = PO, Field = PO...". The window contains a table with the following data:

Action	Original Value	New Value	Time Stamp	User ID
CANCEL	6986-PASO		2/19/2014 5:07:26 PM	BDIXON
CANCEL	4808-PASO		8/19/2011 10:39:45 AM	IQMS
CHANGE	1858-PASO	1	1/21/2008 12:32:18 PM	IQMS
CANCEL	1217-PASO		2/6/2006 3:33:22 PM	CINDY
CANCEL	5-CHGO		3/14/2002 3:02:21 PM	IQMS
CANCEL	3-CHGO		3/14/2002 2:58:43 PM	IQMS

The log includes the following columns:

Action	The action that burned the record. This will be Cancel, Change, or Delete.
Original Value	The original burned value.
New Value	The new value if a change action took place.
Time Stamp	The date and time of the action.

User ID	The user ID that performed the action.
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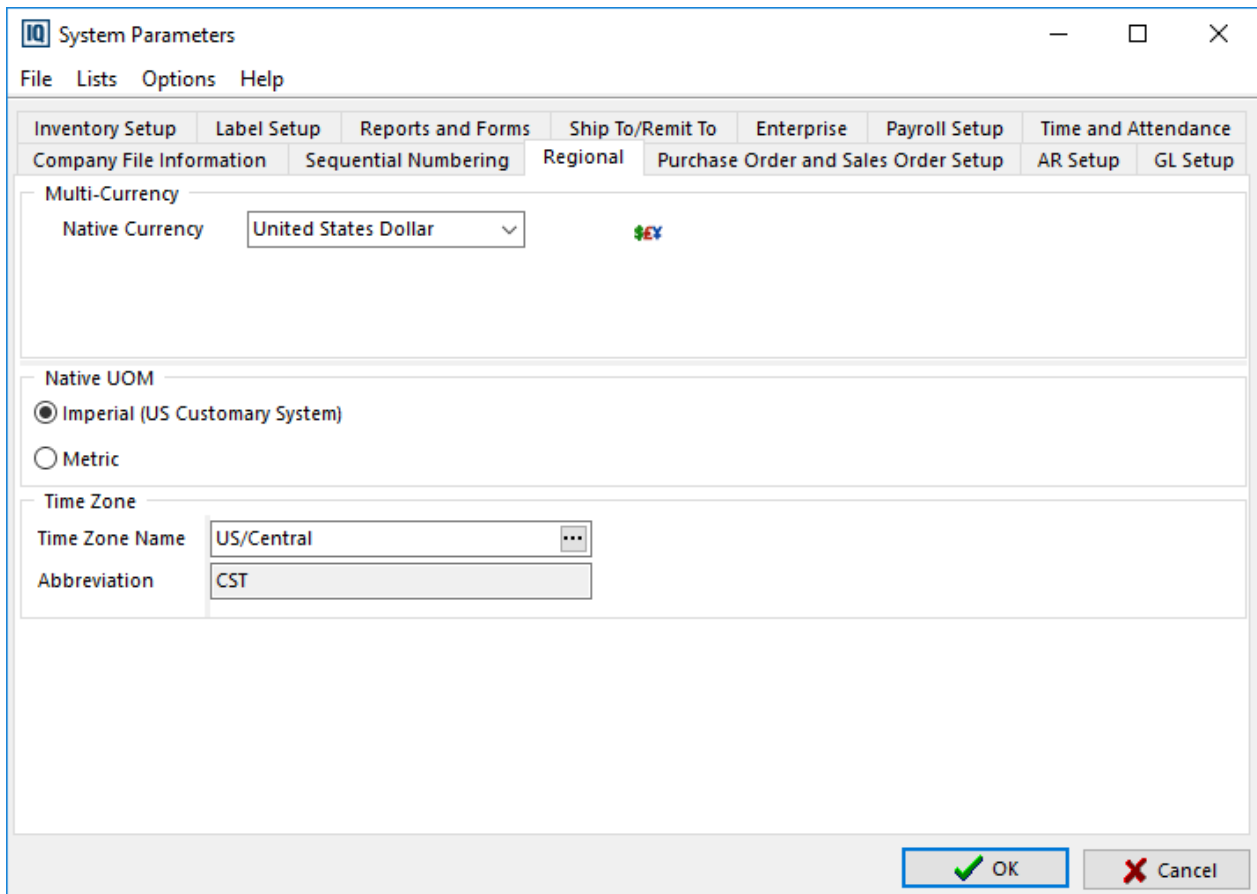
Regional

From the Regional tab the user can set up the Multi Currency function, set the Native unit of measure and Time Zone.

Multi Currency

The Multi-Currency feature enables the user to conduct international transactions and handle financial information in both native and foreign currencies. When a transaction takes place the system records the transaction currency, then compares the transaction currency to native currency to determine the exchange rate that should be used based on the rate type. During transaction processing, the default currency code associated to the vendor/customer will be the transaction currency. The system will compare the transaction currency to the native currency to determine the exchange rate. It will use the exchange rate with an effective date that is on or before the date used for the transaction (i.e. the Date field on the invoice). If no effective date exists that is on or before the transaction date, then the system will use the most recent exchange rate available. If no native to foreign currency relationship exists at all, then an error message will surface indicating that the transaction cannot be posted. The system will record the value in the native and transaction currency.

- Select the tab entitled 'Regional' The following screen will appear.



The screenshot shows the 'System Parameters' dialog box with the 'Regional' tab selected. The 'Multi-Currency' section is expanded, showing 'Native Currency' set to 'United States Dollar'. The 'Native UOM' section has 'Imperial (US Customary System)' selected. The 'Time Zone' section has 'Time Zone Name' set to 'US/Central' and 'Abbreviation' set to 'CST'. The 'OK' button is highlighted.

Section	Field	Value
Multi-Currency	Native Currency	United States Dollar
	Native UOM	Imperial (US Customary System)
Time Zone	Time Zone Name	US/Central
	Abbreviation	CST

- Enter in the Native Currency Code such as USD (United States Dollar) or CDN (Canadian Dollar).

You can also access the Multi-Currency Maintenance screens from this form by clicking on the Multi-Currency Maintenance icon. Please see Multi Currency for a complete description on how to use the multi currency option.

Native UOM

EnterpriseIQ supports both Imperial (US Customary System such as lbs., feet, and ounces) measurements, as well as, Metric (such as KGs, meters, and grams). Selecting one of these options defines how many of the screens will be presented. You can override several displays, regardless of how this is set.

The Native UOM can be established for a specific EPlant (Enterprise tab->Miscellaneous) which will override this setting, allowing for different UOM's for different EPlants.

Notes: The material exceptions will be in the EPlant's UOM regardless of how the item is setup in inventory. For example: The Native UOM for the EPlant is metric and an inventory item's UOM is LBS, the material exceptions will be in KG. However, there is an option in Inventory (Main Inventory tab) to override this for specific items called 'Use This UOM for MRP'. Select this box to indicate the item's UOM as the one to be used in MRP (Material Exceptions).

When changing from imperial to metric in system parameters, users will need to recalculate the RFQ in order for the changes to take effect.

Time Zone

Select the appropriate Time Zone for your system. This value is used to establish the location where your Oracle server resides.

A utility is available to allow users to verify the information Oracle uses to calculate time zones, change the time zone, or view the abbreviation for the database time zone for a selected date. Place the IQOraTZupdt.exe and OraTZFiles.zip (do not unzip this) in the local home on the Oracle server. These files can be found in the Utilities folder for a release. Launch the executable from the local home directory. Update the time zone files by clicking on the Update button and select the time zone to apply to the Oracle server. The database will need to be restarted for these changes to take effect. For additional information, see the 'TimeZone_Instructions.rtf' file in the Utilities folder.

EDI users who need to include the oracle time zone in outbound templates, should use this utility to ensure they are getting the correct oracle time zone. Example SQL to obtain the time zone abbreviation:
select misc.getdbtimezone from dual.

- Select [OK] when finished.

Date Formats

Enterprise IQ has validated the following short date formats: M/d/yyyy, M/d/yy, MM/dd/yyyy, dd-MMM-yy.

Purchase and Sales Order Setup

The Purchase Order and Sales Order Setup tab is used to set up specific parameters used in the Purchase Order/Requisition, Sales Order and Outsource Central modules. For example, parameters to determine whether PO's and SO's can be closed when the amount received or shipped is within a certain percentage of the amount ordered, and to set up discount pricing options.

The screenshot shows the 'System Parameters' dialog box with the 'Purchase Order and Sales Order Setup' tab selected. The dialog has a menu bar (File, Lists, Options, Help) and a tabbed interface. The 'Purchase Order' section includes fields for 'Close Purchase Orders Short Within %' (set to 2) and 'Purchase Order/Budget Percentage'. It contains several checked options: 'Freight included in Standard Cost', 'AP Inv. from PO: Enable selection by receipts only', 'Auto Designate Vendor EPlant', 'Use PO Workflow Templates', and 'Allow Requisition Approval'. Other options include 'Auto Populate Request & Promise Date based on Lead Time', 'Require GL Acct. on Misc Items', 'Do not allow changes to a Closed PO Line', 'Allow Void PO Receipt', and 'Do not auto-approve Requisition or PO'. A 'Misc PO Item Def. Acct.' field is also present. The 'Sales Order' section includes 'Close Sales Orders Short Within %' (set to 2) and 'Calculate aggregate pricing method based on'. Checked options include 'Overwrite Header Discount'. Other options include 'AKA pricing override Tier discount pricing', 'Customer discount % comparison', 'Use Historical PO Number for Historical Sales Transactions', 'Sales Order Workflow is Mandatory', 'Sales Orders Pending Approval are on Hold', 'Use SN Labels to Control MTO Dispositions', and 'Apply Shipments to Releases Regardless of the Date Sequence'. The 'Requisitions' section has 'Do Not Display PO#' and 'Enable Buyer Validation'. The 'Outsource Central' section has radio buttons for 'Work Order Based', 'Inventory Based', and 'PO Based', along with 'Only Firm the Outsource Work Order'. The 'Pending ASN Receipts' section has 'Silent Mfg'd Item Receipt'. At the bottom right are 'OK' and 'Cancel' buttons.

Purchase Order Parameters:

Close PO's Short Within %	<p>Enter the percent value to close purchase orders. For example, if you want to close PO's when they are within five percent (5%) of the blanket quantity ordered, enter a 5 in the Close PO's Short Within% field. Enter the specified percentage in each field and click [OK] to save changes. There is not a warning for PO's, the system will automatically mark the line item closed.</p> <p>Note: PO Types can have a specific 'Close PO Type Short Within %' assigned to it. The system will look first to the PO Type's close short % when posting the receipt to see if it should be closed. If it is null then the system will use the 'Close PO's Short Within %' in System Parameters->Purchase Order and Sales Order Setup tab. There is not a warning for PO's, the system will automatically mark the line item closed.</p>
Purchase Order/Budget Percentage	<p>This is used in conjunction with the Budget Comparison feature in Requisitions/POs. After entering the item(s) including their release dates, the user can click on the 'Budget Comparison' button to evaluate if the item being purchased will go over budget for the GL account. If over budget, both the Request Date in the PO release section and the GL Account on the PO detail line will be marked in red. If the line item amount is greater than the GL Budget amount * 'Purchase Order/Budget Percentage' value entered here, then the Request Date in PO releases and GL Account in the PO detail line will appear in yellow - 'Caution'. For example, if the budget for the GL account is 10,000, and the PO/Budget % is 95, if a requisition is entered for more than 9,500, the fields will appear in yellow.</p>
Freight included in Std Cost	<p>This is a global setting. If checked, the freight dollar amount is included in the purchase price variance (PPV) calculation. If this is not checked, the freight charge is excluded from the PPV calculation.</p>
AP Inv. from PO: Enable selection by receipts only	<p>With this global option checked all users will be required to select particular receipt(s) from the lower section to bring over to the AP voucher. If this option is not checked globally it can be set per work station in the PO for Vendors screen under options. (See Enter From PO in the Creating an Invoice (Voucher) section for more information).</p>
Automatically Designate Vendor EPlant	<p>With this option checked the system will assign the EPlant the user is logged into when adding a new vendor record. If it is not checked no EPlant will be assigned to the new vendor record. The user can manually assign or unassign the EPlant by selecting the Assign EPlant button next to the EPlant field in Vendor Maintenance.</p>
Use PO Workflow Templates	<p>Select this option to use PO Workflow Templates for the PO Approval process rather than the original approval method which utilizes the set up in Security Inspector. Please see the Option 2: Using PO Workflow Templates section in Purchase Orders for more information.</p>
Allow Requisition Approval	<p>If the 'Use PO Workflow Templates' option is checked this option is available. When a Requisition is created from the PO Requisitions module the Status field will not change automatically to approved even when the user has a high enough PO Limit. If this option is checked, if the user has a high enough PO Limit, a workflow will not be created and the requisition can be approved or denied when the checkmark button is selected.</p> <p>If this is not checked the requisition cannot be manually changed to approved using the checkmark button from the Requisition module. The button in this case is used to display the workflow. If a user with a high enough limit enters a requisition a workflow will not be created and therefore cannot be approved via the workflow process. In this case, the user should create the PO directly from the PO module and not the requisition module to avoid this issue.</p>


<p>Auto Populate Request & Promise Date based on Lead Time</p>	<p>With option selected when adding a PO release using the '+' sign, dragging and dropping, or the Generate Releases option, the release dates populate using the item's Lead Days added to 'today's' date, taking into account the first receiving day found from Vendor Maintenance. System looks first at AKA lead days when applicable, and if none uses the main item's lead days. If no applicable Lead Days exist for the item, the release dates are not automatically populated.</p> <p>When using the Generate Releases option and selecting Overwrite the system will use the following rules:</p> <ul style="list-style-type: none"> ▪ If the Start Date is further out than the lead time, the system will use the date specified. ▪ If the Start Date is before the lead days, a confirmation displays, 'Start Date is less than Lead Time. Is this correct?' There is security on the confirmation and a 'Do not show next time' checkbox. <ul style="list-style-type: none"> ▪ If 'Yes' is selected, the Request and Promise Date = Date specified ▪ If 'No' is selected, the Request and Promise Date = today's date + lead days ▪ When creating a PO manually using drag and drop or the +, the Request and Promise Date = today's date + lead days. <p>The Auto Populate Dates feature also applies when creating POs from Material Exceptions. The system will add the lead days to today's date then compare that to the 'Should Arrive By' date to determine the promise date.</p> <ul style="list-style-type: none"> ▪ If the 'Should Arrive By' date < to today's date + leads days then the Request and Promise Date = (Today's Date + lead days) <ul style="list-style-type: none"> ▪ Ex: 7/1/2020 < 6/1/2020 + 60 days (8/1/2020) use 8/1/2020 (i.e. If the Must Order Date is earlier than Today's date, then use today's date + lead Days). ▪ This applies when the PO is created from the top grid and the middle grid, Ideal vs Existing, and Raw Material Below Min. ▪ If the 'Should Arrive By' date >= to today's date + leads days then the Request and Promise Date is populated based on the following: <ul style="list-style-type: none"> ▪ If the PO is created from the top grid or Raw Material Below Min = today's date + lead days. ▪ If the PO is created from middle grid or Ideal vs Existing = Should Arrive By date. (i.e. If the Must order by date is today or later than today, the system will use the 'Should Arrive by' date for the Request and Promise Date).
<p>Require GL Acct. on Misc Items</p>	<p>When adding a Misc Item in PO Requisitions, if this option is checked, a pop up warning 'GL Acct is required' will surface. The system will not allow the detail line to be posted until a GL account has been entered.</p>
<p>Do not allow changes to a Closed PO Line</p>	<p>If this option is checked, if a PO line item is closed (PO_DETAIL.CLOSED = Y) then the system will not allow users to change that line item and it's corresponding releases. If a user tries to change the closed PO Line or releases a warning message appears, 'System parameters prevent modifying a closed PO line. Check with your DBA.' The user can only select OK to exit from the message. This applies to changes to an individual record or when the 'Apply to all items on order' option is checked when using the Generate Releases feature.</p> <p>If it is not checked changes can be made to the closed PO line and releases.</p>

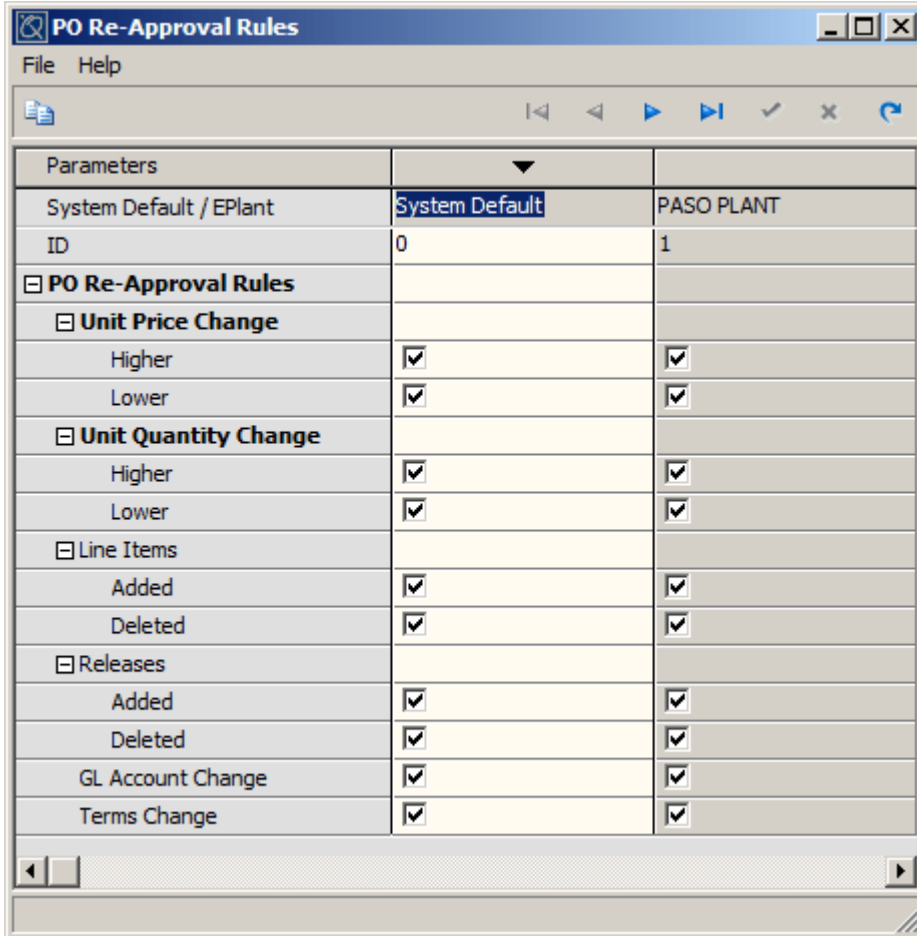
Allow Void PO Receipt	<p>If the 'Do not allow changes to a Closed PO Line' option is checked, this option will become available. When checked the system will allow users to void a PO receipt even when the line item is closed. This applies to all types of receipt voids including: Drop Ship, SIC, Non-SIC, Outsource, and regular receipts.</p> <p>If the 'Do not allow changes to a Closed PO Line' option is checked and this option is not checked, when attempting to void a receipt for a PO line item that is closed, users will receive a message "System parameters prevent modifying a closed PO line", and the user will not be able to void the receipt unless the line is reopened manually.</p>
Do not auto-approve Requisition or PO	<p>This option is to prevent an Auto Eform PO email being sent to the vendor prematurely. If it is not checked, a PO/Requisition will be approved immediately if the user has a high enough limit, which may cause Auto EForm records to be generated earlier than expected or not at all. This is due to a status change from Not Approved to Approved is required to generate the Auto EForm record creation, and is applicable to both Routing and Template workflow methods. When this option is selected, in the PO module users are able to manually select the status checkmark when ready to approve if their PO Limit is high enough for the PO amount. From the Requisition module, approval still needs to be processed with workflow when using the template method.</p>
Misc PO Item Def. Acct	<p>Users can enter assign default GL accounts that will be used when adding a miscellaneous item to a PO. Select the default GL accounts for each by selecting one from the pick list accessed by selecting the search button next to the field. If there is a different GL account associated to the miscellaneous item this default gets overwritten.</p>

Requisitions:

Do Not Display PO#	<p>Check this option to ensure the PO # does not display in Requisitions. Below describes what the user will see when this option is selected:</p> <ul style="list-style-type: none"> ▪ Requisition module – the form and pick list display the Requisition# (PO.ID) instead of the PO#. ▪ Purchase Order module – the form displays the Requisition# (PO.ID) for unapproved POs. Approved POs display the PO# as usual. The 'PO#' column in the PO module pick list will display the PO# for approved POs, and will be blank for non-approved POs. ▪ Not Approved PO's screen – the upper grid displays a Requisition# column instead of PO#. ▪ Workflow emails display a Requisition# in both the subject line and the web approval page.
Enable Buyer Validation	<p>If this option is checked, when a user creates a new PO/Requisition and they are a Buyer (the 'PO Buyer' box is checked for the user on the PO Limit tab in Security Inspector), the system will populate the Buyer field with their employee name.</p> <p>If the user is not a Buyer, the system will not populate the Buyer field automatically. Instead upon creation of new PO/Requisition, after the user selects the Vendor, the Buyer pick list will open to allow the user to select a Buyer. If the user selects Cancel, a warning appears, 'Buyer is not assigned - operation aborted.' and new the PO/Requisition is aborted.</p>

PO Re-Approval Rules:

Select the PO Re-Approval Rules button  to access the form to establish re-approval rules for approving POs when changes have been made. The rules can be established for the system and per EPlant. By default all rules will be checked. If a new EPlant is created the system default parameters can be assigned by selecting the 'Assign...' button at the top of the form.



Parameters		
System Default / EPlant	System Default	PASO PLANT
ID	0	1
<input type="checkbox"/> PO Re-Approval Rules		
<input type="checkbox"/> Unit Price Change		
Higher	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Lower	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Unit Quantity Change		
Higher	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Lower	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Line Items		
Added	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Deleted	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Releases		
Added	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Deleted	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
GL Account Change	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Terms Change	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

With all rule boxes checked a PO reverts to un-approved when the quantity is increased/decreased, when the price is changed higher/lower, adding or deleting a line item, adding or deleting releases, GL Account changed, or Terms changed. This applies if the 'Use PO Workflow Templates' system parameter is checked or unchecked.

Also, this applies to all users regardless of their PO Limit. When a user with a high enough PO Limit makes a change that requires re-approval, such as adding a line item, the PO will be marked not approved. However, if they have a high enough limit they can self approve the PO.

Note: In order for the rules to work correctly, the 'Do not auto-approve Requisition or PO' system parameter should be checked.

Note: When using the re-approval rules, the user will have to let the system know when the purchase order has been finalized by clicking the checkmark next to the status field on the PO. At that point the system will go through its checks, if the user is below their limit the PO will self-approve, if it is above their limit it will be set to not approved and either the workflow or the routing method approval will be started.

Unit Price Change	Check the desired box(es) to require re-approval if the price is changed to a higher or lower price on the PO.
Unit Quantity Change	Check the desired box(es) to require re-approval if the quantity is changed to a higher or lower value on the PO.
Line Items	Re-approval can be required if line items are added or deleted by checking the corresponding box.
Releases	Re-approval can be required if line items are added or deleted by checking the corresponding box.
GL Account Change	Check this box to require re-approval if the GL account is changed.
Terms Change	Check this box to require re-approval if the Terms are changed.

Note:The Y/N drop downs in the Unit Price Change, Unit Qty Change, Line Items, and Releases rows do not affect the settings, only the check boxes do.

Sales Order Parameters:

Close SO's Short Within %	<p>Enter the percent value to close sales orders. For example, if you want to close SO's when they are within five percent (5%) of the total, enter a 5 in the Close SO's Short Within% field. Enter the specified percentage in each field and click [OK] to save changes. In SO's, during normal use of the system, a warning will appear asking if you would like to close the sales order.</p> <hr/> <p>Note: A value can be entered in the Undership % field in Customer Maintenance->Miscellaneous tab which will be used instead of this percentage.</p>
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<p>Calculate aggregate pricing method based on:</p>	<ul style="list-style-type: none"> ▪ Product Code - In sales orders the user can calculate the price for items based on product codes. If items with the same product codes are added to a sales order the user can choose to calculate the aggregate pricing and adjust the pricing based on the volume of items ordered. ▪ Tier Discount - The tier discount method will calculate pricing based on the Tier discount prices set up in the Tier pricing table. ▪ Product Code / AKA Pricing / Price Book - If this is checked the system will use a hierarchy to determine the aggregate pricing. It will first check to see if the item has Price Book pricing and if so it will use that for the aggregate calculation. If not then it will look at the AKA pricing, and if found it will use that. If not, then it will use product code pricing for aggregate calculation. <p>Please See Tier Pricing in the Inventory section in the help files for more information.</p>
<p>Overwrite Header Discount</p>	<p>If this option is selected the discount associated to the customer (Customer Maintenance->Credit Status tab) will be overwritten when assigning an item with a tier discount. For example, the customer has a discount of 10%. This value will populate the Discount % field in the header section of the sales order, and by default all items sold to that customer get a discount of 10%. If this Overwrite option is checked, the system will use the Tier discount instead of the customer's discount.</p> <p>If it is not checked the system will use the discount from the header of the sales order.</p> <p>If the 'Discount Tier Price' option is checked for the customer (Credit Status tab in Customer Maintenance), and the 'Overwrite Header Discount' option is also checked, the system will look at the customer tier type and the item tier type combination in the Tier Tables and discount the associated Tier price, whether it is based on 'Price based on Std. Price' or 'Price based on Price Breaks', by the customer discount percent.</p> <p>If any of this criteria is not filled in, such as: customer type, item type, or one of the based on pricing options (tier price breaks or Std. Price), the discount is ignored.</p> <hr/> <p>Note: The 'Discount Tier Price' option is designed to be used when pricing is entered in the Tiers table (discount price breaks or Std. Prices), and not discount percentages (price break discount percent or a tier discount percent). With the 'Tier Price Based on' set to price breaks, if a 'Tier Discount %' is entered, the system will also use that discount on top of the customer discount. For example: The customer discount is 15%, the 'Tier Discount %' is 5%. If the price is 150.00 it will be discounted by 15% = 127.50, then discounted again at 5% = 121.125 which will be the sales order price.</p> <hr/> <p>If the Overwrite option is not checked and there is a discount associated to the customer that discount takes precedence over all Tier table discounts.</p>

AKA Pricing override Tier discount pricing	<p>If this is checked, during order entry the system will look at the AKA pricing first and then the tier discount pricing when the Customer and item has a tier type. The following hierarchy will be used:</p> <ol style="list-style-type: none"> 1. AKA Pricing on inventory item 2. If AKA pricing has expired then use Tier Price 3. If Tier Price does not exist or has expired use Buy/Sell Pricing 4. If Buy/Sell Pricing has expired or does not exist use Std. Item Price <p>(This applies to EDI generated orders as well).</p> <hr/> <p>Note: If an AKA Price exists, the system will use that price only with no further discounting</p>
Use Historical PO Number for Historical Sales Transactions	<p>If this is checked the system will use the PO number found in the history tables (c_ship_hist, Arprepost_detail and Arinvoice_detail) for posted invoices. This will ensure the PO number on the sales order is retained on posted invoices, even if the PO number is changed on the sales order at a later date. If this is not checked any change to the Sales Order PO number is reflected in posted AR invoices.</p>
Customer discount % comparison	<p>If this is checked, and the customer has a discount % filled in (Customer Maintenance->Credit Status tab), the system will compare the selling price on the Buy/Sell pricing tab in inventory for the quantity on the order to the Standard Item Price multiplied by the customer discount %, and will use the lowest price. If an AKA price is populated the system will use that price. If the customer does not have a discount % the system will use the standard pricing hierarchy. <i>Note:</i> Tier discount pricing is not used, and instead the Discount % on the customer record Credit Status tab is used (whether there is one set there or not).</p>
Misc OE Item Def. Acct.	<p>Users can enter assign default GL accounts that will be used when adding a miscellaneous item to a Sales Order. Select the default GL accounts for each by selecting one from the pick list accessed by selecting the search button next to the field. If there is a different GL account associated to the miscellaneous item this default gets overwritten.</p>
Sales Order Workflow is Mandatory	<p>If this option is checked all sales orders will be required to go through the workflow approval process. The Required box in the header of the sales order form will automatically be checked. It cannot be manually un-checked. If this is not checked users can manually check the Required check box in a sales order to have it go through the workflow process for approval.</p>
Sales Order Pending Approval are on Hold	<p>If this option is checked, and the Required checkbox is checked on a sales order, all line items will automatically be placed on hold. When the Sales Order Workflow is approved all line items will be taken off hold.</p>

Use SN Labels to Control MTO Dispositions	<p>When this option is checked, MTO releases will be combined on work orders rather than getting a work order for each release (including multiple customers/orders). All other allocation functions of MTO will remain the same, only bucketing is different. When printing labels, the Order # drop down will reflect the customer for that order on the label.</p> <p>This can also be set for specific Manufacturing Types (Manufacturing Types->General tab) which will override the default established here.</p> <p>Note: When this option is enabled and the user floor dispositions by serial, the system places the inventory into an MTO inventory location associated to the MASTER_LABEL.ORD_DETAIL_ID on the serial. If the setting is off, the system uses the MTO information on the work order instead, if the information is applicable.</p>
Apply Shipments to Releases Regardless of the Date Sequence	<p>When this option is checked the system will use the RELEASES_ID in C_SHIP_HIST to designate which releases have been shipped. This is the same method that is currently used for RAN #s. RAN #s will override this setting if used.</p>

Outsource Central:

Outsource Central	<p>There are three options for how the system will handle Outsource items. For more information please refer to the Outsource Central help file.</p> <ul style="list-style-type: none"> ▪ Work Order Based - This is the standard method, where the flow of the system is determined by actual demand. ▪ Inventory Based - This option will allow shipments to vendors regardless of demand. Shipments off of the Ship Orders will not mark dependent work orders as Firm. ▪ PO Based - With this option selected in in System Parameters->Purchase Order and Sales Order Setup tab, the Outsource work orders drive the outsource POs. The PO line item is created when the outsource WO is firm. When Capacity Planning runs (either with Update Schedule or on demand from Material Requirement Exception List), or when users select the calculator button in Outsource Central>Ship Order form, all outsource POs are evaluated to determine the child item and vendor compared against the current in-transit inventory on hand for the child item at the vendor. The difference between the current in-transit on hand inventory and the total of all the POs plus the minimum on hand quantity based on the reorder point in Outsource Central -> File ->'Set Reorder Point for Child Item / Vendor' are added to a child item Ship Order going to the outsource vendor. <p>Note: If a user attempts to switch the Outsource Central setting and inventory exists in InTransit locations originating from outsource (Origin=3) a warning will appear stating, 'Switching between Work Order Based, Inventory Based or PO Based is not allowed until all Outsourced InTransit inventory is received.' This is to prevent users from switching when InTransit inventory exists because it cannot be consumed if the user switches prior to receiving back the InTransit inventory.</p>
Only Firm the Outsource Work Order	<p>If this option is checked, the system will only firm the Outsource Work Order instead of all the work orders above and below the Outsource Work Order.</p>

Pending ASN Receipts:

Silent Mfg'd Item Receipt	If this is checked the system will not bring up the backflush form to backflush the WIP items previously sent to the Vendor. If it is not checked the backflush form will display in the Pending ASN Receipts module. Note: This setting does not affect receiving in IQRF/WMS. In IQRF and WMS the system will always perform a silent backflush for the WIP items.
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AR Setup

The Accounts Receivable (AR) setup screen allows for the specification of a Finance Charge percentage, a Minimum Finance Charge, Finance Charge Threshold, a Restocking% Charge, and RMA Suffix.

- Enter the specified percentage in each field, if desired, and click [OK] to save changes.

System Parameters

File Lists Options Help

Inventory Setup Label Setup Reports and Forms Ship To/Remit To Enterprise Payroll Setup Time and Attendance
Company File Information Sequential Numbering Regional Purchase Order and Sales Order Setup AR Setup GL Setup

Charges

Finance Charge % 15

Minimum Finance Charge 200

Finance Charge Threshold 30

Restocking % Charge 15

RMA Suffix RMA

Automatically Designate Customer EPlant

Auto Email Invoices upon Batch Post

Break out Discounts upon Post

Edit Only Individual User

Default AR Cash Account

Use Invoice Custom Formats

For CIA, Post Tax Liability at: Quick Invoice

OK Cancel

Below is a field listing, better defining each field shown on this screen.

Finance Charge%	<p>This is a parameter used in conjunction with creating Finance Charge invoices. The system can create finance charge invoices to be applied to customers whose invoices are more than XX days overdue. The Finance Charge Threshold value determines the amount of days overdue. EnterpriseIQ sums all overdue invoices that are equal to or greater than the Finance Charge Threshold value and then multiplies that total by the Finance Charge%. Invoices are then created via a Generate Finance Charges routine found in the Customer Maintenance module, 'Customer Maintenance / Options / Generate Finance Charges'. With the Finance Charges check box checked for the customer the system will generate a Finance Charge Invoice for the customer based on the settings in System Setup for all overdue invoices for the customer.</p> <p>Note: This is not a global setting each customer must be processed individually.</p>
Minimum Finance Charge	<p>When the Finance Charge routine is run, if the calculated Finance Charge is less than the dollar amount listed in this field, this amount will be used instead.</p>
Finance Charge Threshold	<p>This is a parameter used in conjunction with creating Finance Charge invoices. The threshold is how many days overdue is the invoice compared to today. For example, if you input 60 days, invoices overdue by 60 days or more will have finance charges applied to them.</p>
Restocking% Charge	<p>The Return Authorization system allows you to apply a restocking charge to be applied to each returned item. If the item was returned to Inventory prior to issuing a Credit Memo, the system will prompt the user to apply restocking charges (Yes or No). The restocking charge is calculated as quantity returned * original sales price * restocking%. This will be added as a second line item on the Credit Memo.</p>
RMA Suffix	<p>The RMA Suffix is used in conjunction with the RMA module. It is a user defined alphanumeric field that will be used at the time of issuing a Credit Memo against the RMA. The RMA suffix will be added at the end of the next sequential invoice number.</p>
Automatically Designate Customer EPlant	<p>With this option checked the system will assign the EPlant the user is logged into when adding a new customer record. If it is not checked no EPlant will be assigned to the new customer record. The user can manually assign or unassign the EPlant by selecting the Assign EPlant button next to the EPlant field in Customer Maintenance.</p> <p>Throughout the system customer pick lists are soft filtered. When a user is logged into a specific EPlant they will only see the Customers associated to that EPlant in pick lists plus those that are not associated with any EPlant. When logged in as View All, the user will see all Customers in pick lists throughout the software.</p>
Auto Email Invoices upon Batch Post	<p>If this option is checked the system will perform the Auto Email function at the time the invoices are posted instead of when they are printed. This applies to all types of customer contacts (i.e. Ship To). A message will display on the Print Prepost Invoices screen indicating this option is checked, 'Auto Email Invoices upon Batch Post (in System Parameters) is set to 'Y' report will not be Auto Emailed.' This message will not show in the Print Posted Invoices screen since the invoice is already posted. The system will allow users to Auto-Email a posted invoice.</p>
Break out Discounts upon Post	<p>If this box is checked, upon posting of AR invoices, the system will post the full amount to the sales GL (list price * Qty) and then debit the Discounts GL account from system parameters (AR discount GL account) as the offset (list_Price * qty * discount%). All tax calculations and commission calculations will remain the same.</p>

Edit Only Individual User	If this option is selected, users will not be allowed to edit or delete an AR Pre-Post Invoice where ARPREPOST.USERID does not match their user ID. If a user attempts to edit the header or detail section of an AR invoice and their user ID does not match the user ID on the invoice, a message stating, 'User logged in does not match User ID of Invoice. Cannot Edit or delete'. This setting applies to ALL users except DBAs.
Default AR Cash Account	Optionally select a GL Account from the pick list (accessed by clicking the search button next to the field) which displays all GL accounts associated with bank accounts. If this default is populated, in cash receipts this account is used instead of current default. If this field is not populated the system will use the default Cash account in System Parameters.
Use Invoice Custom Formats	When this option is checked, posted AR Invoices can have a custom invoice number generated. From the 'AR Invoice Numbers Setup' form accessed in AR Invoices->Options menu, users can create various numbering schemes using Fiscal Year, Sequence Number, and Custom segments. The default format will automatically populate in the 'Number Format' field on the pre-posted AR invoice. Once an invoice is posted the invoice number will be in the selected format.
For CIA, Post Tax Liability at:	This drop down field option is used to define when the Tax Liability is posted to the GL in conjunction with Cash In Advance invoices. The drop down choices are Quick Invoice, Cash Receipts and CIA Invoice. See below for examples of GL postings for each option.

CIA Invoice Tax Liability examples

From the drop down field 'For CIA, Post Tax Liability at:' there are three options available to select, each one producing a different affect to the General Ledger. All the options will apply to both VAT and Non-VAT taxes. The default selection is 'Quick Invoice'. The options can be set globally from the AR Setup tab in System Parameters or at the EPlant level on the Miscellaneous tab of a selected EPlant on the Enterprise tab.

Options:

Quick Invoice option posts to Customer Prepayment account, the Taxes Payable account and the Accounts Receivable account at the time of Quick Invoice posting.

Quick Invoice	Debit	Credit
Accounts Receivable	\$110	
Customer Prepayments		\$100
Taxes Payable		\$10

Cash Receipt	Debit	Credit
Cash	\$110	

Accounts Receivable		\$110
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CIA Invoice	Debit	Credit
Customer Prepayments	\$100	
Sales		\$100

Cash Receipt option posts Customer Prepayment and Tax Liability at the time the Customer payment (Cash Receipt). The Customer Prepayments account is cleared at the time of the CIA Invoice, and the Sales account is affected when posting against the Customer Packing Slip. Note that no GL posting takes place at the time of the time of the Quick Invoice.

Quick Invoice	Debit	Credit
NO GL ENTRY		

Cash Receipts	Debit	Credit
Cash	\$110	
Customer Prepayments		\$100
Taxes Payable		\$10

CIA Invoice	Debit	Credit
Customer Prepayments	\$100	
Sales		\$100

CIA Invoice option posts Customer Prepayment at the time the customer submits payment (Cash Receipt). The Customer Prepayments account is cleared at the time of the CIA Invoice, and the Sales account and Tax Payable account are also affected when posting the CIA invoice against the Customer Packing Slip. Note that no GL posting takes place at the time of the Quick Invoice.

Quick Invoice	Debit	Credit
NO GL ENTRY		

Cash Receipt	Debit	Credit
Cash	\$110	
Customer Prepayments		\$110

CIA Invoice	Debit	Credit
Customer Prepayments	\$110	
Sales		\$100
Taxes Payable		\$10

Note: If the 'For CIA, Post Tax Liability at:' drop down option is changed the user will receive a warning alerting that all Cash in Advance processes should be completed before changing methods.

GL Defaults Setup

EnterpriseIQ requires that several default accounts be created and assigned before becoming operational. Without this information, various posting routines cannot be completed. Default GL accounts will be used by the system in activity postings if individual GL accounts are not assigned elsewhere. Click on the **GL Setup** tab and the following screen will appear.

PLEASE NOTE: Upon first entering this screen, no information will be contained in the Description, Account, or Type fields.

System Parameters

File Lists Options Help

Label Setup Reports and Forms Ship To/Remit To Enterprise Payroll Setup Time and Attendance
 Company File Information Sequential Numbering Regional Purchase Order and Sales Order Setup AR Setup **GL Setup** Inventory Setup

Default GL Accounts

Category	Description	Base Account	Type	EPlant Account
A/P	ACCOUNTS PAYAB	2011-00-00-00	ACCOUNTS PAYAB	2011-10-00-00
A/P Discount	ACCOUNTS PAYAB	7200-00-00-00	OTHER INCOME/C	7200-10-00-00
A/R	ACCOUNTS RECEIV	1130-00-00-00	ACCOUNTS RECEIV	1130-10-00-00
A/R Discount	ACCOUNTS RECEIV	1131-00-00-00	ACCOUNTS RECEIV	1131-10-00-00
Accrued Commissions	ACCRUED COMMI	2114-00-00-00	CURRENT LIABILI	2114-10-00-00
Accrued Freight				
Accrued Receipts	RECEIPTS AWAITIN	2015-00-00-00	CURRENT LIABILI	2015-10-00-00
Amortization	SALES - EXTRA CH/	4015-00-00-00	SALES - OTHER	4015-10-00-00
Cash	CASH/CHECKING -	1030-00-00-00	CASH	1030-10-00-00
Cost of Goods	RAW MATERIAL SH	5015-00-00-00	SHIPPED	5015-10-00-00
Customer Pre-Payments				
Disposition Labor	LABOR ABSORBEC	5197-00-00-00	MFG OVERHEAD \	5197-10-00-00
Disposition Overhead	OVERHEAD ABSOF	5297-00-00-00	MFG OVERHEAD \	5297-10-00-00
Extra Charges	SALES - EXTRA CH/	4015-00-00-00	SALES - OTHER	4015-10-00-00
Finance Charges				
Finish Process WIP Variat				
Freight	FREIGHT	5040-00-00-00	COST OF GOODS	5040-10-00-00
Freight Revenue				
Freight Variance				
Interplant Sales	INTERPLANT SALES	4035-00-00-00	SALES - OTHER	4035-10-00-00
Interplant Transfer				
Interplant Transfer Var.				
Intransit				
Inventory	FINISHED GOOD II	1150-00-00-00	INVENTORY	1150-10-00-00
Inventory Cost Revalue	INVENTORY COST I	5035-00-00-00	INVENTORY REVAL	5035-10-00-00
Inventory Return RMA	RECEIPTS AWAITIN	2015-00-00-00	CURRENT LIABILI	2015-10-00-00
Inventory Scrap	SCRAP	5034-00-00-00	MATERIAL/INVENT	5034-10-00-00
Mfg Production Variance	WIP USAGE VARIA	5031-00-00-00	MATERIAL/INVENT	5031-10-00-00
Physical Inventory Varian	PHYSICAL/CYCLE C	5036-00-00-00	MATERIAL/INVENT	5036-10-00-00
Production Variance	RM USAGE VARIA	5030-00-00-00	MATERIAL/INVENT	5030-10-00-00

Default Year: 2019 Use Inter-Company Accounting Setup Account Structure

FRx Reports Program: C:\Program Files\FRx Financial Reporting\FRx32 Define Periods


Do Not Create Temporary Accounts

Plug AP Detail Taxes when in View All

OK Cancel

EnterpriseIQ pre-defines several default GL account categories. The Chart of Accounts must be setup prior to assigning the account information. All accounts listed here are posting accounts.

To ENTER the account information:

- Place the cursor on the description or account number field and double click.
- Click on the pick list function key .
- Select the appropriate **account** from the pick list and choose [**Select**] when finished. Upon selecting the account number from the pick list, the Description and Type fields will automatically fill in. If the user is logged into an EPlant the 'EPlant Account' column is displayed which shows the plugged Default account numbers.
- Continue entering the GL account numbers until all default categories have been assigned an account number. These account numbers will be used by **EnterpriseIQ** to make postings to the General Ledger. Each field must contain a valid account number. Once an account is populated, the field cannot be made null again but a different account can be assigned.

Default GL Setup Descriptions

The accounts set up in the GL Setup screen are **default accounts** that can often be overridden throughout the system. Below is a listing of the accounts and if applicable where the user can over-ride the default GL accounts:

AP	This is the default Accounts Payable account that will be used when posting an AP Invoice. It can be changed at the time of preparing an AP invoice by clicking on the search button in the AP Account field in the header section.
AP Discount	This is the account that the AP discount will post to by default. It can be changed at the time of preparing a Cash Disbursement by selecting a different account from the drop down list in the 'Discount GL Account' field found in the bottom section.
AR	This is the default Accounts Receivable account that will be used when posting an AR Invoice. It can be changed at the time of preparing an AR invoice by clicking on the search button in the AR Account field in the header section.
AR Discount	This is the default AR Discount account. It can be changed at the time of preparing Cash Receipt by selecting a different account from the pick list in the 'Disc. Account' field found in the bottom section.
Accrued Commissions	If the Option 'Use accrued commissions when posting' is selected in the Salesperson(s) module this is the default account that the accrued commissions will post to. A specific accrued account can be associated with the sales person that will override the default. Select the account from the drop down list in the 'Accrued Account' field in the Salesperson(s) module.
Accrued Freight	This is used in the Allocated Freight module for posting freight paid for customer shipments. See Accrued Freight for Customer Shipments for details.
Accrued Receipts	This is used for posting Accrued Receipts. It can be overridden in the Cost Elements Table > Accrued Receipts GL Account column. (This is the same field listed on the Inventory Setup tab in System Parameters, if it is changed in one place, it will be changed in the other).

Amortization	This default account is used in AR Invoicing. Users can create an item detail for amortizations by right clicking in the detail section of an AR invoice and selecting 'Add Amortization Item'. This account will populate the Sales GL Account but it can be overridden by choosing another account from the drop list in that field.
Cash	The default cash account. It can be changed at the time of preparing Cash Receipt or Cash Disbursement by clicking on the search button next to the Bank Account field in the first section of the forms.
Cost of Goods	Used when posting inventory transactions. It can be overridden in the Cost Elements Table in the Ship GL Account column.
Customer Pre-Payments	This is used when checking the 'On Acct' box on the Charge Card form when charging from a sales order. A prepost Cash Receipt will be made On Account for the charge using this account. Please see the Credit Card documentation for more information.
Disposition Labor and Overhead	Used when posting inventory transactions. It can be overridden in the Cost Elements Table in the Recv / Dispo GL Account column.
Extra Charges	Used in conjunction with miscellaneous line items on AR Invoice; change this account at the time of preparing an AR invoice in the item detail section > Sales GL Account column.
Finance Charges	When a Finance Charge invoice is generated in Customer Maintenance (Options menu), the GL account for the invoice detail line uses this GL account. It can be overridden by choosing another account from the drop list in the Sales GL Account field. If a default account is not specified the system will use the Sales account.
Finish Process WIP Variance	This GL Account is used to post variances that occur when using a Substitute BOM during Final Assembly. When a substitute BOM is used for an ASSY1/2/3 BOM, upon reporting Final Assembly, the variance will be forced to the default Finish Process WIP Variance GL account in System Parameters. If this account is not filled in, the default Production Variance Account is used.
Freight	This is the default account for freight on AR and AP Invoices. This can be overridden in the Ship via Maintenance list (in the GL Account # field for AR and the GL Account AP # field for AP).
Freight Revenue	A revenue GL account for shipping charges based on percent of freight cost. This account will be used in AR Invoicing if the FOB on the invoice has the check box 'Subject to Freight Revenue' checked and the Ship To address has a 'Freight revenue %' filled in. The account can be changed in the Freight Revenue GL Account field in the AR Invoice detail section. If a default account is not specified the system will use the Freight Variance Account.
Freight Variance	This is the freight variance account used when posting AP invoices for freight costs, paid by your company for shipments made to your customers from the Allocated Freight module. See Accrued Freight for Customer Shipments for details.
Interplant Sales	This is the default account used for Interplant Inventory Transfers. It can be overridden in the Inventory Module/Options/Inventory Accounts.

	<p>Note: If this GL Account is not assigned an error message 'Default Interplant Sales GL Account not assigned. Please assign in System Parameters.' surfaces upon entering the Intercompany Transaction module and the user is prevented from accessing the module.</p>
Interplant Transfer	<p>This is the default account used for interplant transfers. This applies to manufactured and purchased inventory items.</p> <p>Note: Accounts must be assigned for items in all EPlants that may undergo an interplant transfer.</p> <p>Accounts can be assigned in Inventory Groups and in Inventory on the 'Buy/Sell Pricing' tab, and in the Miscellaneous menu->Modify GL Accounts form.</p>
Interplant Transfer Var.	<p>This is the default variance account used for interplant transfers. This applies to manufactured and purchased inventory items.</p> <p>Note: Accounts must be assigned for items in all EPlants that may undergo an interplant transfer.</p> <p>Accounts can be assigned in Inventory Groups and in Inventory on the 'Buy/Sell Pricing' tab, and in the Miscellaneous menu->Modify GL Accounts form.</p>
Intransit	<p>This is the default intransit account used for intra-plant transfers. This applies to manufactured and purchased inventory items.</p> <p>Note: Accounts must be assigned for items in all EPlants that may undergo an interplant transfer.</p> <p>Accounts can be assigned in Inventory Groups and in Inventory on the 'Buy/Sell Pricing' tab, and in the Miscellaneous menu->Modify GL Accounts form.</p>
Inventory	<p>This is the default account used when posting inventory transactions. For Manufactured items is can be overridden in the Inventory Module/Options/Inventory Accounts/Inv. Acct. column or go to the Pricing Tab and click on the Modify GL Accounts button. For Raw Material Items the override is in the Cost Elements Table in the Recv / Dispo GL Account column.</p>
Inventory Cost Revalue	<p>This is used when posting standard cost changes. The account can be overridden on the General Journal entry.</p> <p>It is also used in AR invoicing if there is a difference between the standard cost at the time of shipment and the time of invoicing. The difference between the old and new std cost at the time of AR Invoicing is posted to this account.</p> <p>If a default account is not specified the system will use the RM Usage Variance Account.</p>
Inventory Return RMA	<p>This account will be used in PIT->Receiving transactions when the Tr. reason is Vendor RMA. It is also used when creating a debit memo from Vendor RMA. If this field is empty the system will use the current GL accounts.</p> <p>If a default account is not specified the system will use the following accounts: PIT uses a WIP Usage Account, and Debit Memo uses a RM Inventory Account from PO.</p> <p>Note: This should be the Accrued Receipts account for standard cost and actual cost users.</p>

Inventory Scrap	<p>This account is the default account used when a manufactured item is manually removed from inventory and the 'scrap' check box is selected. This is used in conjunction with standard costing and the Scrap transaction type in post inventory transactions. The account can be overridden on the General Journal entry.</p> <p>Note: If this GL Account is not assigned an error message displays upon posting a scrap (scrap box is checked) transactions in the Remove From Locations form, 'Default Inventory Scrap GL Account not assigned. Please assign in System Parameters'. The user will not be able to continue and they must cancel the transaction.</p>
Mfg Production Variance	<p>This is the default account for variance between Actual vs Standard WIP Item usage. To override it go to the Inventory Module/Options/Inventory Accounts/Prod. Variance Account column or go to the Pricing Tab and click on the Modify GL Accounts button.</p> <p>Note: If this GL Account is not assigned an error message displays upon bringing in a PIT Transaction in the Post Inventory Transactions at Standard module, 'Default MFG Production Variance GL Account not assigned. Please assign in System Parameters'.</p>
Pallet Charge	<p>This account is used at the time of AR Invoice when 'Use Pallet Charge' is enabled on a customer Sales Order and pallet charges are captured on a customer Packing Slip.</p> <p>This account can be overwritten at the Inventory Group and Inventory Item level.</p>
Physical Inventory Variance	<p>Default Account for Physical Inventory Gain/Loss. If this is populated it will be the default account used for Physical Inventory valuation in the PIT module, otherwise the Production Variance account will be used.</p>
Production Variance	<p>This is the Default account for Variance between Actual vs Standard on Raw Materials/Labor/Overhead. It can be overridden in the Cost Elements Table in the Prod Variance GL Account column.</p> <p>Note: If this GL Account is not assigned an error message displays upon bringing in a PIT Transaction in the Post Inventory Transactions at Standard module, 'Default Production Variance GL Account not assigned. Please assign in System Parameters'.</p>
Purchase Price Variance	<p>This is the account used for the difference between the A/P voucher price and the Standard Cost except when 'Realize PPV at time of Receipt' option is checked in System Parameters/Inventory Setup. When 'Realize PPV at time of Receipt' option is checked, the difference between the A/P voucher and the PO price is used and the PPV between the PO price and the Standard Cost is processed through PIT. The account can be overridden in the Inventory Module/Options/Inventory Accounts in the PPV Acct. column. This account is not used unless Standard Costing is turned on.</p>
RMA Credit Memo	<p>This account will be used to populate the Sales GL Account field on the AR Invoice when creating a credit memo from the Customer RMA module. It can be changed in the detail section of the AR Invoice. If a default account is not specified the system will use the Sales account.</p>

Realized Gain/Loss	The system uses this account as a default account during postings of Cash Receipts and Cash Disbursement transactions with Multi-currency enabled. For Cash Receipts this account will capture the difference between the AR Invoice and Cash Receipt Multi-currency rates. For Cash Disbursements the account will capture the reversal of the amount posted to Unrealized Gain/Loss at the time of AP Invoice as well as any difference in Multi-currency rates between the time of AP Invoice and the Cash Disbursement. See Multicurrency for more information.
Rounding	<p>This account will be used to capture any amounts that result from rounding while posting the following:</p> <ul style="list-style-type: none"> ▪ Accounts Receivable Invoice ▪ Accounts Payable Invoice ▪ Cash Receipts ▪ Cash Disbursements <p>Note: If this account is not set and an out of balance transaction occurs in any of the types above, the transaction will not post and a warning will surface alerting the user to assign the Rounding Account.</p> <p>Note: A new Event Log Class of Batch Rounding has been created in the Event Log to capture information on all transactions that affect the Rounding Account.</p>
Sales	Default Account for Sales. It can be overridden in the Inventory Module/Options/Inventory Accounts in the Sales Acct. column or Pricing Tab and click on the Modify GL accounts. button.
Sales Tax	Default sales tax account. Tax Codes Maintenance list should be created to define the specific tax codes. Specific GL accounts can be set up for the tax codes. See Tax Codes for details.
Sample Cost of Goods	For Items on sales orders that have the 'Sample' box checked, when the item is invoiced the system will use this account as the offset to inventory GL Account. All cost elements will go to this Sample COGS account instead of the cost element COGS GL account.
Sample Sales	For Items on sales orders that have the 'Sample' box checked this sales account will populate the sales order GL Account (ORD_DETAIL.GL_ACCT).
Shipments Pending Invoicing	This is the default account used when posting shipments awaiting invoicing using the 'Shipments' transaction type in Post Inventory transactions. The system will look for Packing Slip - Out transactions. This can be overridden by the Shipments GL account associated to the manufactured item. If a default account is not specified the system will use the FG Inventory Acct as the Debit and Credit.
Unrealized Gain / Loss	This is the default account used when the Multi-currency exchange rate changes between PO Receipt and AP Invoice posting. Amounts captured here will be reversed out at the time of Cash Disbursement with an offset of the Realized Gain/Loss account. See Multicurrency for more information.
Use Tax	Use tax can be associated to AP Invoices. The system will use this account as the offset to the AP Invoice detail expense account like sales tax.

WIP Process	<p>This is used for items associated to ASSY BOMs. As items are reported complete for a certain process they will go into inventory and post to this WIP Process account. It can be overridden from the Inventory Module/Options/Inventory Accounts or Pricing Tab and click on the Modify GL accounts button.</p> <hr/> <p>Note: In order to have this account affected by ASSY3 items, the 'Backflush Each Process' option must be checked within the Manufacturing Type.</p>
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- **Default Year** - This is the default year used for posting purposes. This can be overridden at the time of posting.
- **FRx Reports exe** - If you have FRx software enter in the path to the executable then the speed button on the GL tab in EnterpriseIQ will take you directly to FRx.
- **Do Not Create Temporary Accounts** - When this option is checked, the system will not generate new accounts (temporary accounts that become permanent upon posting), and will only allow use the predefined accounts that have been created beforehand.
- **Plug AP Detail Taxes when in View All** - When this is checked, if an AP Invoice is created while in View All, the GL Account on the line item is changed to an EPlanted account, and the GL Accounts associated to the Sales and Use Tax will use the EPlant plugged account. Note: This does not apply when account split is used.
- **Use Inter-Company Accounting Setup** - When this option is checked, the system checks for defined inter-company eplant relationships when IACJ processes interplant transfers and posts records to the appropriate GL accounts. If no defined inter-company eplant relationship exists, the system defaults to the interplant default account.
- **Account Structure** - This will open the Account Structure form. See Account Structure for details.
- **Define Periods** - This will open a pick list of GL periods. See Defining the GL Year / Periods for more information.

Inventory Setup

Clicking on the tab *Inventory Setup* will bring up the following screen:

The screenshot shows the 'System Parameters' window with the 'Inventory Setup' tab selected. The window is divided into several sections:

- General:** Contains several checkboxes:
 - Price Breaks are per 1000
 - Break out Labor costs including Setup
 - Exclude Overhead from Setup Cost Calculation
 - Exclude Efficiency Factor from Cost Calculation
 - Allow only one user into PIT
 - Do not set SN Dispo flag to N on Shipments
 - Use Pickticket/Packslip Date for Transactions
 - Show OEM item numbers
 - Disable GJ Prepost for Accr. Freight (ICT)
 Below these are input fields for 'Average Cost Calc Range (days)', 'Decimal Precision' (set to 4), and a dropdown for 'Default FIFO Method' (set to 'In Date'). A 'Transaction Rules' button is also present.
- Standard Cost Postings:** Contains checkboxes:
 - Use Standard Cost During Post Transactions
 - Include Overhead and Labor variance
 - Exclude Raw Material Variance
 - Realize PPV at time of Receipt
 - Exclude Substitution Components Variances
 - Prevent Batch Detail Edit in GJE
- Actual Cost Postings:** Contains checkboxes:
 - Use Actual Cost during Post Transactions
 - Do not use Average or Standard Cost for Transactions
- General Cost Postings:** Contains checkboxes:
 - Post Non Inventory to Accrued Receipts
 - Expense PPV
 - Post Shipments Awaiting Invoicing / PIT
- Physical Inventory Variance:** A table of account numbers:

Physical Inventory Variance	5036-00-00-00	
Accrued Receipts Account	2015-00-00-00	
PPV Account	5020-00-00-00	
Disposition Overhead Account	5297-00-00-00	
Disposition Labor Account	5197-00-00-00	
- Alternate Item #:** Contains radio buttons:
 - Alternate item is applied to substitute BOM
 - Alternate item is applied to work order allocation

At the bottom right, there are 'OK' and 'Cancel' buttons.

General Values

Price Breaks are per 1000	<p>This global option sets a default price break value per thousand. Once this option is enabled, all prices for new items will be entered as per 1,000 and converted down during invoicing.</p> <hr/> <p>NOTE: This value should be set at the item level instead of using this global feature.</p>
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Break out Labor costs including Setup	<p>If this option is checked the system will use the GL Accounts associated to the Cost Element for the employee level, and the setup Labor will be broken out on the standard cost of a manufactured item. When activated, the user will add a cost element and type to an employee level. There are two supported types: Setup and Production. When the standard cost is calculated the system will check to see if this option is on and if so will break out the labor costs to the cost elements attached to any employee levels on the BOM. For “Production” types, the calculation will remain the same = Labor Rate * (1 / (Net Cycles per Hour * Standard Cavities)) * Number of Operators.</p> <p>For “Setup” types, the system will look at the number of setup hours 1 on the BOM multiply by the number of operators for that type then multiply by the rate for the level then divide by the standard run quantity = ((Setup Hrs x # of Operators) x Employee Level Rate)/Std Run Qty.</p> <p>Note: Without both the parameter checked and setup type employee level labor, setup labor will be calculated like normal labor.</p>
Exclude Overhead from Setup Cost Calculation	<p>When this box is checked the system will not add the work center rate times the setup hours to both the RFQ Calculation and the Inventory Cost Calculation.</p>
Exclude Efficiency Factor from Cost Calculation	<p>When this box is checked, the system will exclude the efficiency factor when calculating standard overhead and labor costs. The system will use an efficiency factor of 100 when calculating the Net Cycles Per Hour rather than the BOMs efficiency factor. (Net Cycles Per Hour will be calculated: 3600 / Cycle Time * (1 - scrap/100) * 100 / 100).</p> <p>Note: There is a check box in the Estimating module for this as well, Miscellaneous menu->Rates and Parameters->Default tab. When checked the system will not include the efficiency factor when calculating the costs on the quote.</p>
Allow only one user into PIT	<p>When checked, only one user can have PIT open at the same time. This will prevent double posting or not having entries post properly when multiple users are in the module at the same time and are looking at the same data. When a second user in the same or different EPlant attempts to open PIT, they will receive message 'Failed to acquire exclusive lock. Possible cause – (USERNAME) is using PIT. Please try again later.'</p> <p>If this option is unchecked, multiple users can log into PIT at the same time.</p>
Do not set SN Dispo flag to N on Shipments	<p>If this option is checked, when a serial number is shipped, the system will leave the MASTER_LABEL.DISPO_SCAN = Y. If this is not checked the system will change this field to N.</p>
Use Pickticket/Packslip Date for Transactions	<p>If this is checked, when converting from a pick ticket to a packing slip, the system will use the ship date (PS_ticket.ship_date) for the transaction date in the transaction log (translog.trans_date), not the system date. When posting a packing slip to the shipment table, or voiding a packing slip, the system will use the ship date (shipments.ship_date) for the transaction date in the transaction log. This enables users to manually adjust the date from the pick ticket or the packing slip and have it carried to Translog.</p> <hr/> <p>Note: The Pick Ticket parameter 'Use sysdate for shipdate on convert' cannot be checked for this option to work.</p>
Show OEM items numbers	<p>When this option is checked, when creating a requisition and the user selects Add or Edit from AKA Items the pick list will display the vendors OEM items. instead of the standard AKA item pick list.</p>

Avg Cost Calc Range in Days	The user can set the days to calculate the average cost for an item. The system will take the system date and minus back the number of days entered into the 'Average Cost Calc Range in days' field to average the cost of purchased items rather than using the default of 'beginning of fiscal calendar year'.
Decimal Precision	<p>Set the number of decimal places that should be used when rounding the raw materials during dispositioning. The maximum is 6 decimal places and the minimum is zero. The user can round the material usage to the nearest whole number. This setting also controls the decimal precision in PO Receipts.</p> <p>This is the same setting that is available in Production Reporting Parameters, if it is changed here it will also be changed there and vice versa.</p> <hr/> <p>Note: It is recommended to never set the decimal precision to less than one. Doing so may cause inventory levels and post inventory transactions to be inaccurate.</p> <p>Note: If this is set to 4, 5 or 6, the label quantity in Master Label is limited to four decimals. This ensures the quantity for the location matches the labels quantity on SIC items. The system will use what the decimal precision is set to if it is 1, 2 or 3.</p>
Rounding Offset %	This field is used in conjunction with Inventory Rounding Offset account in GL Setup. When large quantities are dispositioned and rounding occurs, the system may post to the Inventory Rounding Offset account. The Rounding Offset % is used when calculating the out of balance amount in relation to the total value of the transaction. If the out of balance amount percentage is greater than this set value, it will post to the Inventory Rounding Offset account. It is recommended that this value be set at 0.01%.
Default FIFO Method	<p>This is the default FIFO method used in Pick Tickets and WMS processing. Select from the drop down list:</p> <ul style="list-style-type: none"> ▪ In-Date - This will use the In-Date to determine FIFO ▪ Lot Date - This will use the Lot Date to determine FIFO ▪ Expiry Date - This will use the Expiry Date to determine FIFO ▪ Lot # Based FIFO - This will use the Lot # to determine FIFO <p>If nothing is selected In Date will be used. This can be overridden from Inventory Groups or for a specific inventory item on the Additional tab. To clear the field, select it and hit the 'delete' key.</p> <hr/> <p>Note: VMI, IN Transit, MTO, Hard Allocated, Non Conform, and No Ship locations are excluded from Lot # Based FIFO.</p>
Inventory Transaction Rules	This applies to users with the Advanced WMS license. Select the button to access the pick list of Inventory Transaction Rules.

Alternate Item #	<p>There are two options available for Alternate Items. These options are mutually exclusive:</p> <ul style="list-style-type: none"> ▪ Alternate Item# Applied to Substitute BOM - (Default method). If this option is selected alternate items can be substituted on sales orders or from material exceptions. When substituted in material exceptions, the system will attempt to create a substitute BOM. ▪ Alternate Item# Applied to Work Order Allocation - If this option is selected users can substitute alternate items from material exceptions for specific work orders. The associated WO becomes firm. A substitute BOM is not created, instead the alternate item shows on the Material Allocation screen. <p>See the Alternate Items section for more details.</p>
Disable GJ Prepost for Accr. Freight (ICT)	<p>When checked, this setting will disable pre-posts in the General Journal for accrued freight, and will disable the 'Generate Accrued freight record' button when completing an intercompany transfer within IACJ.</p>

Standard Cost Postings

Use Standard Cost During Posting Transaction	<p>Select this option to post transactions based on standard costs rather than actual cost. This option will only be available if the 'Use Actual Cost during Post Transactions' is not checked. When this is checked only the Post Inventory Transactions at Standard Cost module will be visible on the Process Cost tab (the Post at Actual button will be hidden). With this checked the system will post inventory to GL accounts as a result of various inventory transactions. If checked, the system will do automatic postings from AR to cost of goods sold and from AP to standard for Purchase Price Variance (PPV). (See the Standard Costing section).</p>
Include Overhead and Labor variance	<p>If checked you will get overhead & labor variance compared to standard in post inventory transactions on disposition transactions.</p> <hr/> <p>Note: If using IACJ for Standard Costing, "Include Overhead and Labor variance" is assumed on, regardless of the condition of the check box.</p>
Exclude Raw Material Variance	<p>If checked this feature will exclude the raw material variance from posting to the GL when you do standard cost posting transactions.</p> <p>If it is not checked, the system will calculate material consumption variances and affect the GL accordingly for transactions, including Manual Transactions.</p> <hr/> <p>Note: If using IACJ for Standard Costing, "Exclude Raw Material Variance" is assumed off, regardless of the condition of the check box.</p>

<p>Realize PPV at time of Receipt</p>	<p>With this option checked the purchase price variance between the Standard Cost and the PO Price will be realized through PIT when the item(s) are received versus when the A/P voucher is created. The difference between the A/P voucher and the PO price will still be posted at the time of vouchering.</p> <p>Note: There must be a cost element associated to the item or you will get an out-of-balance transaction. The system needs to know the offset for accrued receipts. (The item can have a zero standard cost).</p> <p>Note: Receipts of items with a cost element linked but with zero standard cost or with no cost element, when the 'Realize PPV upon receipt' option is checked, the system will place the entire PO cost to PPV and accrued receipts. Also the item number will be highlighted in purple. If there is no cost element and there is a GL Account associated on the PO then the GL Account on the PO will be used in AP Invoicing causing accrued receipts not to be cleared. With the 'Realize PPV...' option off, the transaction is zero and does not affect any GL accounts.</p> <p>Note: For Receiving transactions with Realize PPV at time of receipt checked, if the item has a landed cost it is removed before comparing to actual cost on the PO.</p>
<p>Exclude Substitution Components Variances</p>	<p>This will turn off variances caused by substitutions on labor, overhead, and raw materials.</p> <p>With this option not checked, the system will pick up any consumed MFG items and take those out of GL inventory and put the other cost elements to the variance GL associated to the cost element.</p> <p>Note: With this option checked, if the labor from the translog (translog.cost_element) does not match the MFG Type cost_element (for example, the MFG Type labor cost element is null), or there is no labor posted from Time & Attendance, then there is no calculation for labor variance even if 'Include OH and Labor variance' is checked. The system finds no match to compare to. If the labor cost elements match and the actual labor is zero, the standard labor would go to variance.</p> <p>Note: If using IACJ for Standard Costing, "Exclude Substitution Component Variances" is assumed off, regardless of the condition of the check box.</p>
<p>Prevent Batch Detail Edit in GJE</p>	<p>If this option is checked, the system will not allow users to edit the GJE Details created from Post Inventory transaction (PIT). If a user attempts to make changes to the detail a message will appear stating, 'Prevent Batch Detail Edit in GJE in System Params is checked. Cannot edit or Delete.'</p> <p>If it is not checked users will be able to edit the GJE details.</p>

Note: If any of the Cost Posting options are checked or un-checked, a Confirm message will appear stating, "Please contact DELMIAworks Technical Support (DELMIAWORKS.SUPPORT@3ds.com) prior to applying or clearing any of the selected options. Neglecting to do so may cause costing issues. Do you want to continue?" The message box has a Yes and No option. If the user clicks Yes a new record is added to the Event Log (for the 'Inv Cost Parms' class) stating what parameter was changed. For example: "Settings for the Standard Cost Postings have been modified by the user. Do not use Average or Standard Cost for Transactions was turned On." Also, when Yes is selected another pop up message displays asking if the user wants to send an email to DELMIAworks Support indicating the Costing Option that was changed. This form also has Yes and No buttons. Both messages include a 'Do not show next time' check box. Security can be placed on the buttons and the check box. Users cannot disable the form (FrmSysCostChangeSendEmail) through security by design, because the warning message must display every time a change is made. If a user attempts to disable the message from security an insufficient rights error message will pop up.

Actual Cost Postings

<p>Use Actual Cost during Posting Transaction</p>	<p>Select this option to post transactions based on actual costs rather than standard cost. This option will only be available if the 'Use Standard Cost during Post Transactions' is not checked. When this is checked only the Post Inventory Transactions at Actual module will be visible on the Process Cost tab (the Post at Standard button will be hidden).</p>
<p>Do not use Average or Standard cost for Transactions</p>	<p>This option should be checked. When checked the system will use the location's cost (FGMULTI.ACT_COST) when doing a manual or disposition type transaction for In and Out 'MANUAL', 'MANUAL/BACKFLUSH', 'MOVE_LOCATION', and 'MANUAL/ASSOCIATED, and DISPOSITION transaction types regardless if a location is at \$0.00. This removes the hierarchy when checked.</p> <p>If this option is not checked (default) the system will update the location's cost field, if \$0.00, with the inventory item's average cost and if \$0.00 then it will use the standard cost. If there are items with locations at \$0.00 and this is unchecked, the perpetual to GL will not be in balance when performing In and Out 'MANUAL', 'MANUAL/BACKFLUSH', 'MOVE_LOCATION', and 'MANUAL/ASSOCIATED, and DISPOSITION transactions because the new location(s) will follow the hierarchy and populate the cost with the inventory item's average cost or the standard cost and not the \$0.00.</p> <hr/> <p>Note: This is only applicable if 'Use Actual Cost during Posting Transaction' is checked. It does not apply to Standard Costing.</p>

Note: A pop up appears when mousing over the Use Standard Cost or Use Actual Cost options that states, 'If initializing or switching costing methods please see the help files for information on initializing Costing Reports. After the System Parameter costing option is changed the user must reassign the default report to pickup the correct report name based on the switch. The correct report is assigned by clicking on the Properties button on the Print Prepost Report box and selecting the green arrow 'Reset to default' button. If the 'Use Actual Cost during Post Transactions' System Parameter is checked then the default report should point to PCPREC_ACT.rpt. If the 'Use Standard Cost during Post Transactions' System Parameter is checked then the default report should point to PCPREP.rpt).

General Cost Postings

Post Non Inventory to Accrued Receipts	<p>If this option is selected all purchases will go through accrued receipts, not just master inventory items. All items received will be included in post inventory transactions posting to accrued receipts.</p> <p>If this option is checked users will not get the message, stating it is a non-material item and no location is assigned, when posting a receipt.</p>
Expense PPV	<p>This option will only be available if the 'Post Non Inventory to Accrued Receipts' is enabled. If this option is checked, when posting an AP Invoice, if there is a PPV for the miscellaneous item the system will post the PPV to the expense account on the PO. If this option is not checked the variance will post to the PPV account.</p>
Post Shipments Awaiting Invoicing / PIT	<p>This option will post shipments awaiting invoicing using the 'Shipments' transaction type in Post Inventory transactions.</p> <p>The system will look for Packing Slip - Out transactions. A journal entry will credit the items Inventory account and debit the Shipments account associated to the item if there is one, and if not it will debit the Shipments Pending Invoicing GL account in system parameters.</p> <p>If this is checked the when returning items to inventory from a Customer RMA, the system will create a PIT->Shipments transaction record for the RMA inventory transaction. The GL Distribution will be credit to the default Shipment Pending GL Account and a debit to Inventory. Upon posting the credit memo created from Returns (RMA) the system will debit the Shipment Pending Account.</p> <p>If 'Post Shipments Awaiting Invoicing/PIT' is checked, for both Standard and Actual Costing, VOID RMA transactions will pull into PIT. The void transaction will debit the default Shipment Pending GL Account and credit Inventory.</p>

Default account numbers can be set up for the following. Select the accounts from the pick list accessed from the search button:

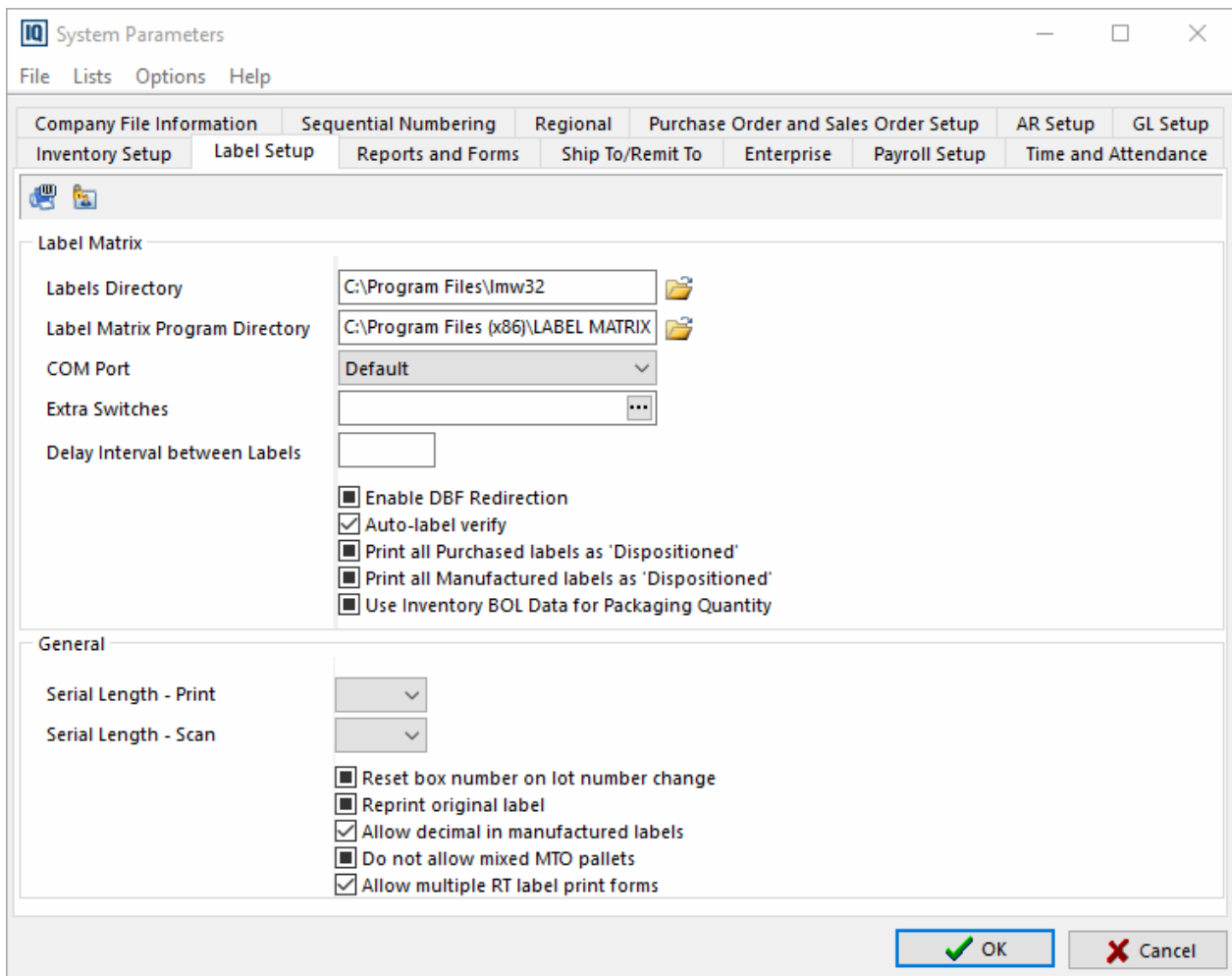
- **Physical Inventory Variance** - Physical Inventory Variances
- **Accrued Receipts Account** - Receipts awaiting an invoice.
- **PPV Account** - Purchase Price Variance accounts can be established for raw materials. This field establishes a default, though you can set up specific accounts as needed.
- **Disposition Overhead and Disposition Labor Accounts** - Used when posting inventory transactions or completing dispositioning.

Label Setup

Labels can be created using Label Matrix or Crystal Reports. Both support various types of data on your label, including text, bar codes, and graphics.

Printing a label is handled from within EnterpriseIQ. Simply go to the location where you wish to print the label, select the item, and EnterpriseIQ gathers the data and directs the output to the printer.

NOTE: Please see Labels in the Manufacturing manual for more information about setting up and using Label Matrix within EnterpriseIQ.



Label Matrix Settings

Labels Directory	To set up the Labels Directory, click on the Folder button next to the Labels Directory field. The program should automatically default to the Label Matrix folder on your local drive. If it does not, you will need to manually make the change to locate the application. To select the Labels directory path, double click on the Label Matrix folder and click on [OK] to return to the Label Setup screen.
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Label Matrix Program Directory	To set up the Label Matrix Program Directory , click on the Folder button next to the field. The program should again default to the Label Matrix folder. Double click on Label Matrix folder and browse through the folder contents until you locate the Label Matrix executable. Select the .exe and click on [OK] to return to the Label Setup screen.
COM Port	Select the correct printer port the labels will be output to by clicking on the arrow down button next to the COM Port field.
Extra Switches	This option enables users to add in-line switches to handle error messages automatically rather than requiring a user to address the message manually. For example, the command line switch /G ignores error messages with the option to write them to a log using /G=<logfile>. Command line switch is /Z is used to control database reanalyzing. This switch requires an argument, and the options are /Z=1 (check, reanalyze automatically if necessary without displaying a user interface), /Z=2 (do not check, do not reanalyze), and /Z=3 (always reanalyze, always display a user interface). /Z=1 and /Z=2 will suppress a user interface and allow the label printing process to complete thus allowing the next instance of 'lmwprint' to execute and potentially print a label even if some instances are unable to print labels.
Delay Interval between Labels	With a numerical value entered in seconds, this adds a time delay between how often a user can print labels. The time delay is used to prevent accidental double-printing of labels throughout the system. Note: This value will only be used for printing labels from modules other than the Print Label Assistant. The Label Printing Assistant module has its own 'Print Interval' parameter.
Enable DBF Redirection	The label redirection is used so that you can share the DBF. The DBF is ½ the portion of the label, the QDF is the other half. The QDF is the design portion from Label Matrix. DBF is the data portion from EIQ. If two users try and print the same label at the same time only one will be able to. The other will get locked out. With this option checked the system will create an X file DBF from it so each user will get the DBF. These X files will be in the same location as the DBFs and QDFs. Note: This option can also be used for single users that print labels very rapidly in succession to ensure individual serial numbers generate correctly on the printed labels.
Auto Label Verify	This option will automatically reanalyze Label Matrix labels if the check box is checked and the user is using LM v. 7.0.2.0.2 or greater. If the check box is checked and the user is using an older version of LM, an error will surface 'invalid switch'.
Print all Purchased labels as 'Dispositioned'	This is a global feature to set the printing of all purchased labels as dispositioned (the Master Label table will show the printed label as dispo scan = Y). Note: Since this effects all labels printed within the software, serialized inventory items will need to be received through EnterpriseIQ's PO Receiving and not through the scanners. Within PO Receiving, before posting the receipt, click on the Print Labels icon drop-down and select 'Prepare for Multiple Labels'. When posted the user can choose a location and link the labels to the quantity and location in inventory (Data Dictionary tables and Fgmulti_id will be populated). Note: If this option has never been selected (displays a gray checkmark), MASTER_LABEL.DISPO_SCAN will be null for purchased item labels printed from Transactions and Locations, which applies to non-serialized items only. If the option has been checked and then un-checked (displays a white checkbox), then MASTER_LABEL.DISPO_SCAN will = N for purchased item labels printed from Transactions and Locations.

Print all Manufactured labels as 'Dispositioned'	This is a global feature to set the printing of all manufactured labels as dispositioned (the Master Label table will show the printed label as dispo scan = Y).
Use Inventory BOL Data for Packaging Quantity	When printing labels, if this option is checked the information in Inventory>Options>BOL Data is used instead of the BOM to determine the default quantity in the Box/PK Unit Quantity field of the label printing dialog. It will use the Case Info ->Items per Case for the Label Packaging Quantity. If the Label Kind = Pallet it will use the Pallet Info ->Items per Pallet.


General Options

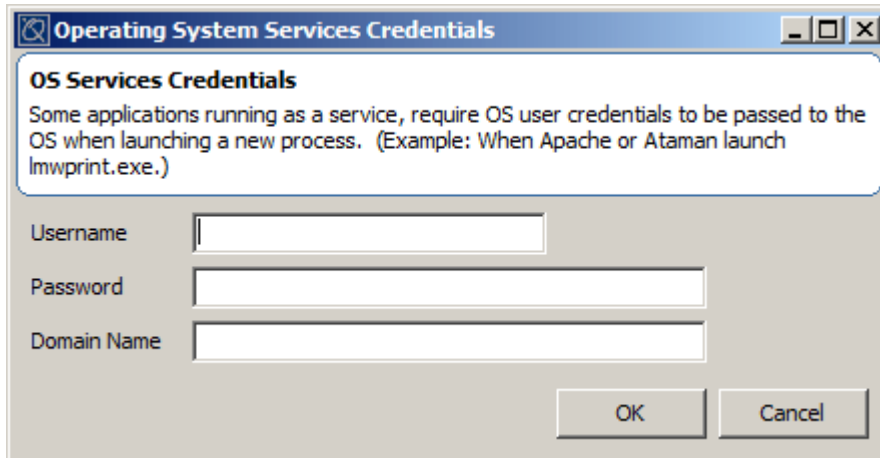
Serial Length - Print	<p>Select the number of digits to be used when creating the unique serial number on the label. The default value is 9 but can be changed to 7 or 8. Regardless of serial length the system will look at the last X number of digits counting, from right to left, and verify there is a correct prefix or lack thereof. For example, the serial number could be 005610276, the user can enter 3S77777005610276 and it finds the serial number/item.</p> <hr/> <p>Note: If the serial length of a label is not equal to or greater than the Serial Length entered in System Parameters > Label Setup, the serial number cannot be found using a scanner (ex: Query Label, Moves) unless the serial is queried manually without the 'S' prefix. A suggestion for vendor labels is to utilize the Vendor Portal, in which the system alleviates this issue by automatically generating serial numbers according to the length specified in the Serial Length field. Vendor labels through the scanners allow a serial length less than or equal to the Serial Length entered in System Parameters, and may optionally include alpha characters.</p>
Serial Length - Scan	Select the number of digits to be used when scanning the unique serial number on the label. The value can be set to a number in the range of 7 - 50. The default value is 9. Regardless of serial length the system will look at the last X number of digits counting, from right to left, and verify there is a correct prefix or lack thereof.
Reset Box Numbers	Check the box next to this field if you wish the Box number to reset back to one (1) each time the Lot Number is changed. If the box is not checked, the system will automatically increment the box numbers each time a label is printed for a particular item.
Reprint Original Label	<p>If this option is checked the system will reprint the label based on the Master_Label.LM_Labels_ID when reprinting from throughout the software (see exceptions noted below). If this is NOT checked the system will reprint the label based on the label hierarchy (See Hierarchy of Labels in the Labels section for more information). For older labels where the LM_Labels_ID is not filled in, the label hierarchy will be used.</p> <p>If this option is checked but the Master_Label.LM_Labels_ID is null the system will do the following:</p> <p>In RF/WMS an exception, will display 'Original label unavailable' and then the system will use the current label printing hierarchy. The exception will be written to the Event Log.</p> <hr/> <p>Note: This setting does not apply to label reprinting in Serial Number Tracking, or Shipping Labels printed during pick ticket creation (optional setup on the Ship To tab in Customer Maintenance).</p>
Allow decimal in manufactured labels	With this option checked the user can enter box quantities for a manufactured item with a decimal (up to 2 decimal precision).

Label Maintenance

Select the  speed button to access to the Label Maintenance module.

OS Service Credentials

Select the  speed button to access the OS Service Credentials form, or this can be accessed from the Options menu in System Parameters. This form is used to enter the username, password, and domain name required in situations where user credentials must be passed to the OS when launching a new process. For example, this is required for Ataman to launch the Label Matrix application.





The screenshot shows a dialog box titled "Operating System Services Credentials". Inside the dialog, there is a section titled "OS Services Credentials" with the following text: "Some applications running as a service, require OS user credentials to be passed to the OS when launching a new process. (Example: When Apache or Ataman launch lmwprint.exe.)". Below this text are three input fields: "Username", "Password", and "Domain Name". At the bottom right of the dialog are "OK" and "Cancel" buttons.

EIQ Label Designer

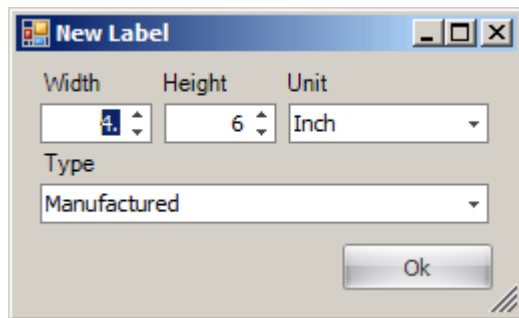
Labels can be designed using the EIQ internal label designer. This is a WYSIWYG label editor that allows users to create labels that include text items, data fields, barcodes, graphics, and shapes.

Designing a New Label

The EIQ Label Designer is accessed from the Labels Maintenance module (accessed by clicking the Labels Maintenance button  from System Parameters->Label Setup tab, or the New Label button  from a print label form).

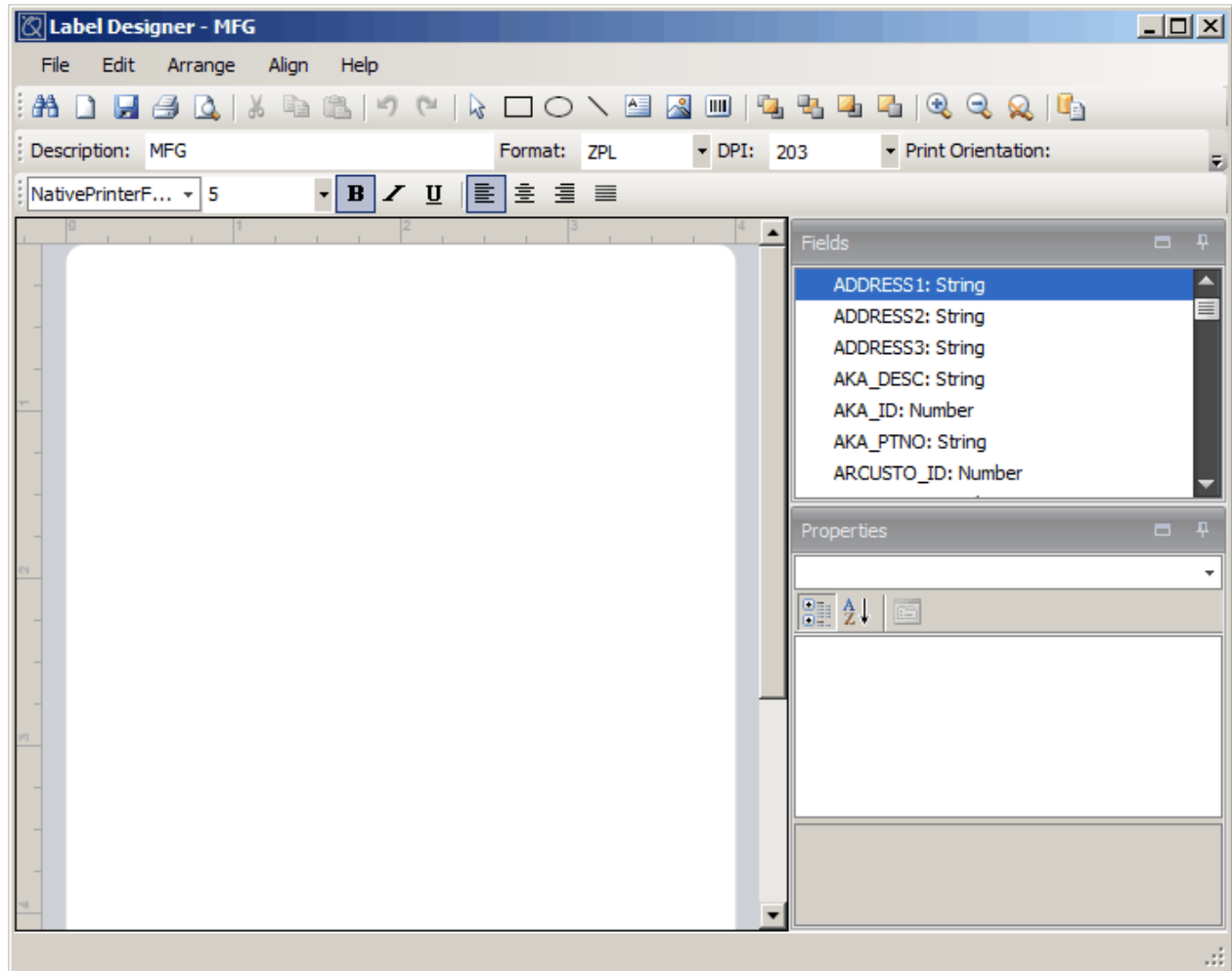
Select 'Label Designer' from the Edit menu and a pick list of existing labels will appear. Select an existing label to edit, or select the New button to create a new label.

When the New button is selected the New Label pop up will display to choose the size and type.



This defaults to 4 x 6" set to Manufactured. Use the up/down arrow buttons to change the width and height, and select a unit of measure from the drop down list (Cm, Inch, Mm, DotsPerInch, Point, Pica, or Mils). Select Manufactured or Purchased from the Type list.

The Label Designer form will appear.




Enter the description of the label in the **Description** field. Select the Format, DPI, and Print Orientation from the drop down lists.

Format: Choose from ZPL, EPL, or Laser (the label designer supports all Zebra Thermal Printers with ZPL® or ZPL II® (Zebra Programming Language) and EPL2 (Eltron Programming Language)).

DPI: Choose from 203, 300, 600 (When printing, both built-in fonts of ZPL and EPL will produce almost identical outputs if using 203 dpi printers. For EPL, the outputs at 300 or 600 dpi will be identical to the output at 203 dpi. But for ZPL, the outputs at 300 or 600 dpi will differ a bit from the output you get at 203 dpi. For ZPL printers at 300 or 600 dpi, you will notice that the font used in those printers features characters glyph which look a bit thinner (in their strokes) than the one used at 203 dpi. However, in ALL cases, the height and width of the characters will be very close).

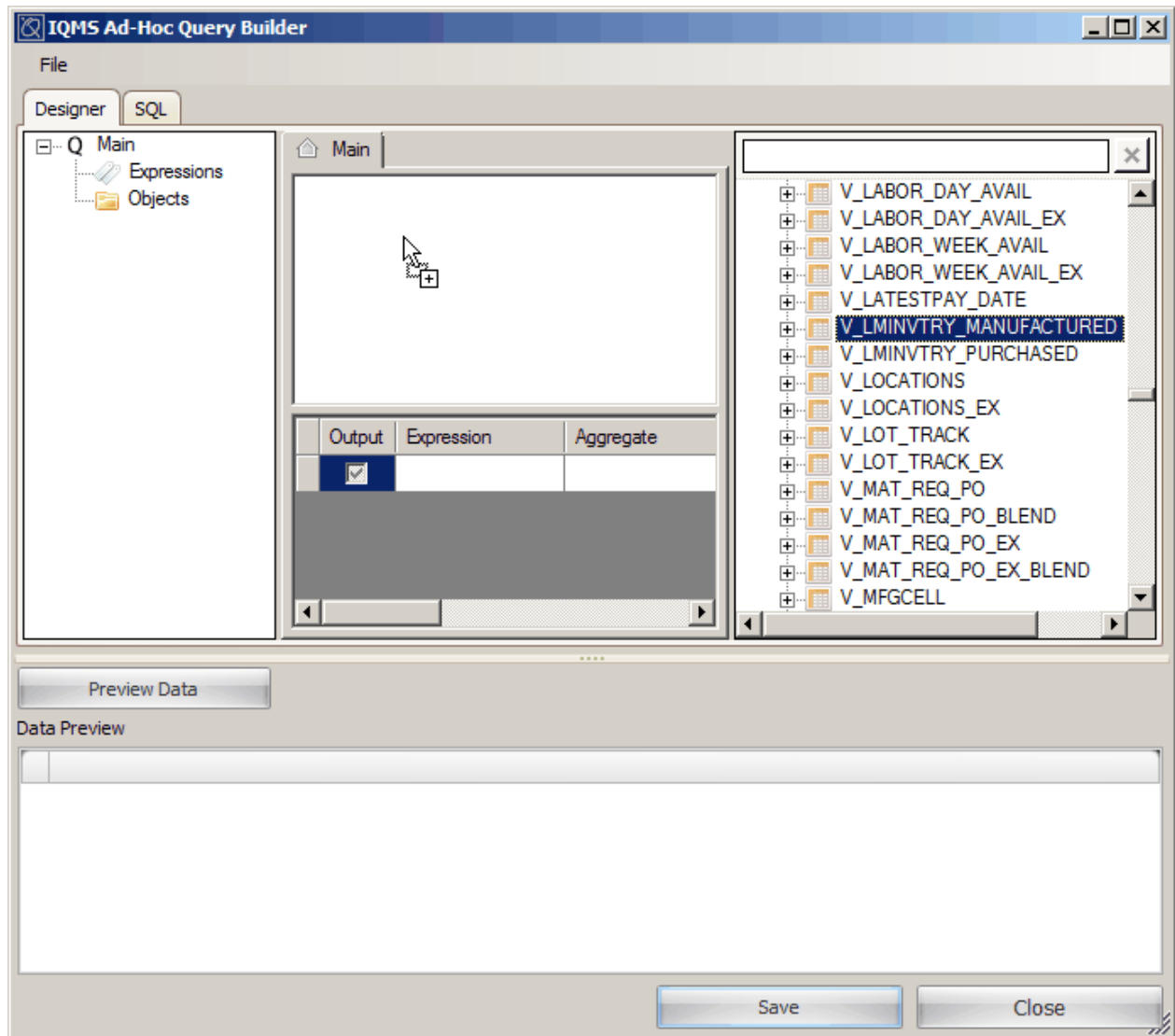
Print Orientation: Choose from Portrait, Landscape (90), Portrait (180), or Landscape (270). The number value represents the degrees rotation. When changing the Print Orientation the display will also change to reflect the selection.

Edit SQL Query

Select the Edit SQL Query button  to associate a view to the label. The IQMS Ad-Hoc Query Builder form will appear.

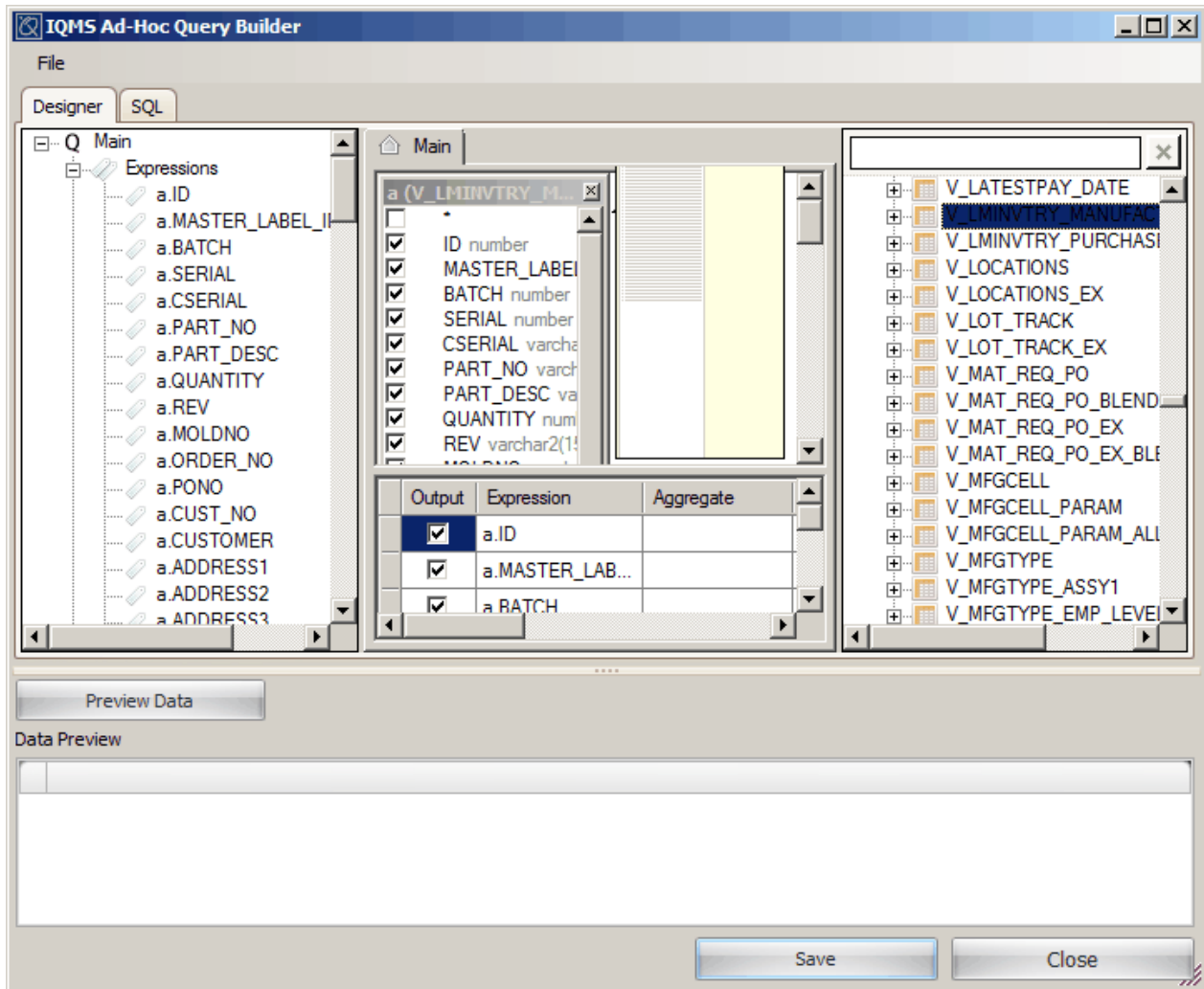
Note: Non-IQMS users with permissions to view tables (ex: Crystal report writer) are able to view tables in the Ad-Hoc Query Builder.

Note: The user must be logged in as IQMS (or a DBA) to view data by clicking the Preview Data button. For users without permissions to Preview Data (i.e. any non-IQMS user), when clicking on the Preview Data button a message "ORA-00942: table or view does not exist" will appear.



Manufactured labels use V_LMINVTRY_MANUFACTURED as the SQL, and purchased labels use the V_LMINVTRY_PURCHASED view as the SQL. When creating a new label the corresponding view will automatically populate the SQL Designer based on the Type selected (Manufactured, or Purchased). The query can be modified and users may link in other tables or views.

From the Designer tab, highlight the desired view and drag it into the Main section. To add all of the fields in the view as expressions to choose from for the label, right click and select 'Check All'. The system will place a check next to each field and add them to the left grid under Expressions. Select the Preview Data button to view the data.



The SQL text can be viewed and edited on the SQL tab. When changes are made to the SQL the post and cancel buttons become enabled. Once the change is posted it gets committed to the designer, then the designer will parse it and throw any errors found or display the parameter error if parameters are detected in the query. Any changes to the query made from the designer will instantly get pushed to the sql tab and will overwrite anything currently in there.

The screenshot shows the 'IQMS Ad-Hoc Query Builder' window with the 'SQL' tab selected. The SQL text area contains the following column list:

```
V_LMINVTRY_MANUFACTURED.MASTER_LABEL_ID,
V_LMINVTRY_MANUFACTURED.BATCH,
V_LMINVTRY_MANUFACTURED.SERIAL,
V_LMINVTRY_MANUFACTURED.CSERIAL,
V_LMINVTRY_MANUFACTURED.PART_NO,
V_LMINVTRY_MANUFACTURED.PART_DESC,
V_LMINVTRY_MANUFACTURED.QUANTITY,
V_LMINVTRY_MANUFACTURED.REV,
V_LMINVTRY_MANUFACTURED.MOLDNO,
V_LMINVTRY_MANUFACTURED.ORDER_NO,
```

Below the SQL text is a 'Preview Data' button and a 'Data Preview' section containing a table with the following data:

ID	MASTER_LABEL_ID	BATCH	SERIAL	CSERIAL	PART_NO	PART_DESC	QUANTITY
1421	4440	402	4440	000004440	NOK-101	PHONE COVER-BLACK	1
1422	4441	402	4441	000004441	NOK-101	PHONE COVER-BLACK	1
1419	4438	402	4438	000004438	NOK-101	PHONE COVER-BLACK	1
1423	4442	402	4442	000004442	NOK-101	PHONE COVER-BLACK	1
1424	4443	402	4443	000004443	NOK-101	PHONE COVER-BLACK	1
1420	4439	402	4439	000004439	NOK-101	PHONE COVER-BLACK	1

At the bottom of the window are 'Save' and 'Close' buttons.

Once completed, select the Save button.

Select the Close button to exit the form. If changes were made and not saved yet (using either Save button, or checkmark on the SQL tab) prior to exiting the form, a pop up confirm message will appear stating, "You have unsaved changes, would you like to save them?", with Yes, No and Cancel buttons.

Barcode Prefixes and Other Field Edits

Barcode Prefixes

To add a prefix to barcode fields for scanning the field's expression is modified. If the fields are not already displayed on the Ad-Hoc Query Builder form, from the Designer tab within view added in Main section, select checkbox next to field(s) to add as an Expression (or right-click to select all fields), which in turn makes these fields available to preview data and add to the label itself. Next manually modify characteristics of selected field(s) in the Expression column, from original value. For example to change the 'a.QUANTITY' field to include a Q prefix use the format: 'Q' || ' ' || a.QUANTITY and save the changes. Click on 'Preview Data' to display the new value that includes the prefix in modified column header. Close SQL Query after saving changes.

Note: If the original field without a prefix will also be used in the label design, in Ad-Hoc Query Builder re-select checkbox for this field to add it back again as an expression.

For existing labels where expressions display viewname.fieldname instead of a.fieldname, the modified value can just be added at the beginning of the expression.

Expression: V_LMINVTRY_MANUFACTURED.QUANTITY

Modified for prefix: 'Q' || ' ' || V_LMINVTRY_MANUFACTURED.QUANTITY

IQMS Ad-Hoc Query Builder

File

Designer SQL

Q Main

Expressions

- a.ID
- a.MASTER_LABEL_ID
- a.BATCH
- a.SERIAL
- a.CSERIAL
- a.PART_NO
- a.PART_DESC
- 'Q' || a.Q
- a.REV
- a.MOLDNO
- a.ORDER_NO
- a.PONO
- a.CUSTOMER
- a.ADDRESS1
- a.ADDRESS2
- a.CITY_STATE
- a.ZIPCODE
- a.MATERIAL

Main

a (V_LMINVTRY M...)

- ID number
- MASTER_LABEL_ID
- BATCH number
- SERIAL number
- CSERIAL varchar
- PART_NO varchar
- PART_DESC varchar
- QUANTITY number
- REV varchar(21)
- MOLDNO varchar
- ORDER_NO varchar

Expression	Aggregate	Alias
a.PART_NO		
a.PART_DESC		
'Q' a.Q		
a.REV		

Tables

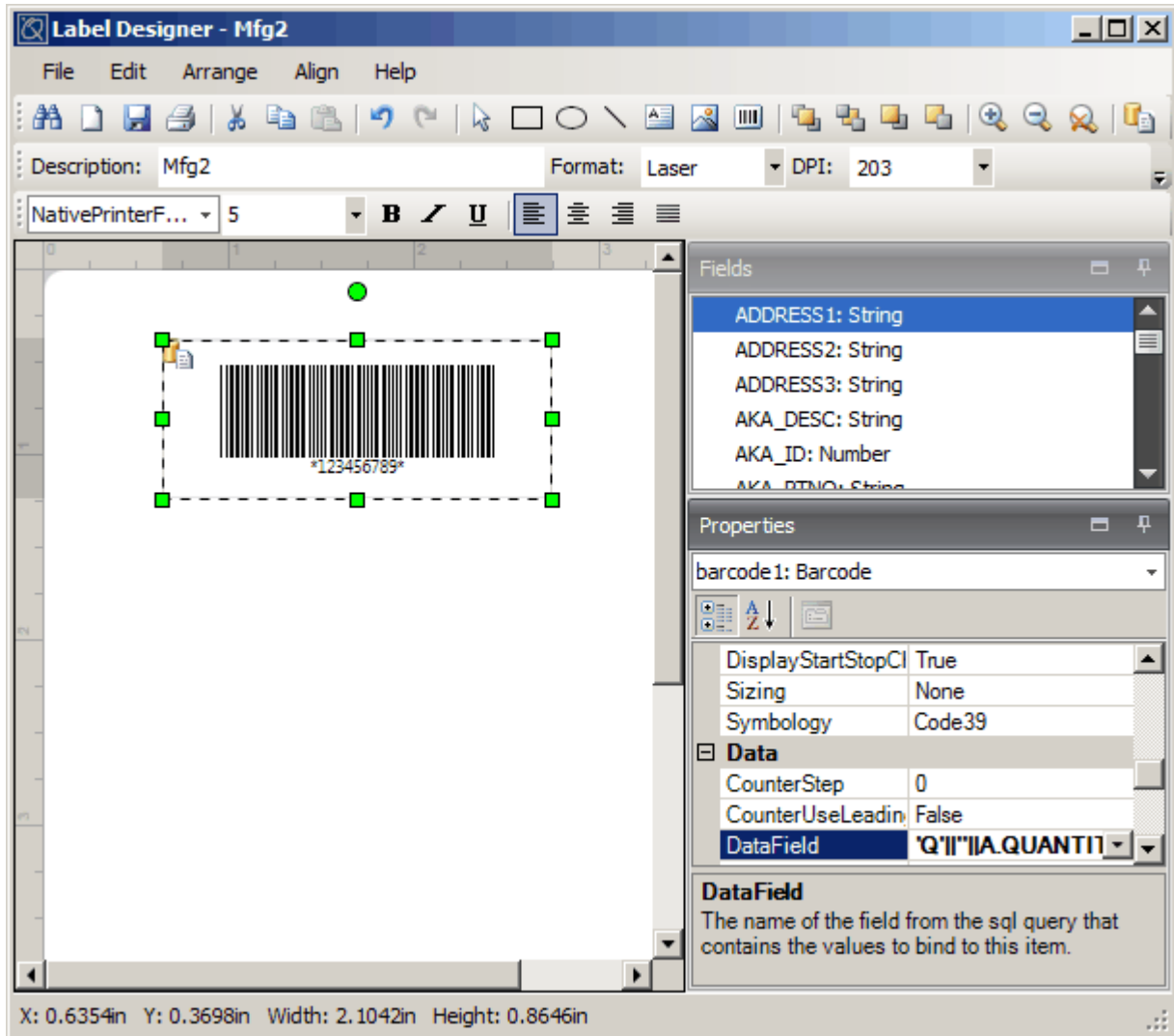
- ACCRUED_FREIGHT
- ACCRUED_FREIGHT
- ACCRUED_FREIGHT
- AKA
- AKA_BREAKS
- AKA_COMMOD
- AKA_DOCS
- AKA_FLEX_RULES
- ALC_CAB_TYPE
- ALC_COMPLETE
- ALC_CUT_PALLET
- ALC_DAILY_SHIP
- ALC_DAILY_SHIP
- ALC_DRIVE_TYPE
- ALC_PACKET_ITEM
- ALC_PENDING
- ALC_REPACK_ARM
- ALC_TRUCK_CODE
- ALC_TRUCK_LOAD

Preview Data

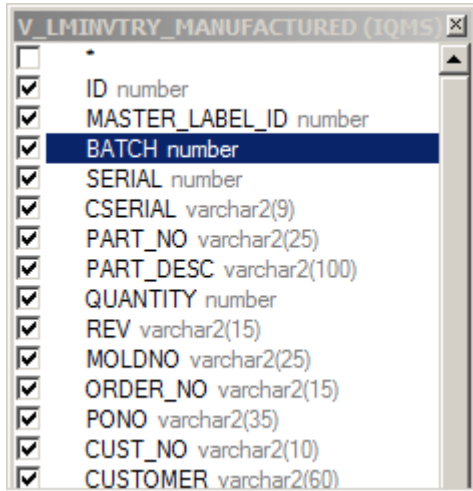
ID	MASTER_LABEL_ID	BATCH	SERIAL	CSERIAL	PART_NO	PART_DESC	'Q' a.Q	QUANTITY
1476	4532	436	4532	000004532	05543-101	VOLUME CUP	Q1000	1000
1477	4533	437	4533	000004533	05543-101	VOLUME CUP	Q1000	1000

Save Close

Users can add/edit the fields on the label itself as needed using the modified field name and ensure matching DataField selection in Properties section.



Note: When any fields are selected for expressions, the BATCH field must be selected as well. The BATCH field is required to find a record in the view when printing the label (ex: V_LMINVTRY_MANUFACTURED). All fields can be unchecked (i.e. none added as expressions) and data will still populate on the label, however if the checkbox for any field is selected for an expression then BATCH must be selected as well otherwise no data values are found when printing the label.



Other Field Edits

From within the SQL Editor, fields can be edited on the designer tab using any basic SQL formatting within the expression field. When a change is made on the designer tab, it populates to the SQL tab, and vice versa.

For example:

- The a.SERIAL field was modified to join two fields with a space between (a.SERIAL || ' ' || a.CSERIAL)
- A 'Q' was added as a prefix to the a.CSERIAL field ('Q' || a.CSERIAL)
- The PART_NO field was modified to take only the first five characters of the field (SubStr(a.PART_NO, 1, 5)).

The screenshot shows the IQMS Ad-Hoc Query Builder interface. The Designer tab is active, displaying a query grid with the following expressions:

Output	Expression	Aggregate	Alias	Sort
<input checked="" type="checkbox"/>	a.SERIAL ' ' a.CSERIAL			
<input checked="" type="checkbox"/>	'Q' a.CSERIAL			
<input checked="" type="checkbox"/>	SubStr(a.PART_NO, 1, 5)			
<input checked="" type="checkbox"/>	a.PART_DESC			

The Data Preview section shows the following data:

ID	MASTER_LABEL_ID	BATCH	A.SERIAL ' ' A.CSERIAL	'Q' A.CSERIAL	SUBSTR(A.PART_NO, 1, 5)	PART_DESC	QUANTITY	REV	MOLDN
1589	5166	508	5166 000005166	Q 000005166	D5200	SMALL X BRACE	50		
1590	5167	508	5167 000005167	Q 000005167	D5200	SMALL X BRACE	50		

The screen below shows the SQL tab, and an example of joining two fields into one.

The screenshot shows the 'IQMS Ad-Hoc Query Builder' window. The 'SQL' tab is active, displaying the following query:

```
SELECT a.ID || a.BATCH,  
a.MASTER_LABEL_ID,  
a.BATCH,  
a.SERIAL || ' ' || a.CSERIAL,  
'Q ' || a.CSERIAL,  
SubStr(a.PART_NO, 1, 5),  
a.PART_DESC,  
a.QUANTITY,  
a.REV,  
a.MOLDNO,  
a.ORDER_NO,  
a.PONO,  
a.CUST_NO,
```

Below the query editor is a 'Preview Data' section with a 'Preview Data' button. The data preview table is as follows:

A.ID A.BATCH	MASTER_LABEL_ID	BATCH	A.SERIAL ' ' A.CSERIAL	'Q' A.CSERIAL	SUBSTR(A.PART_NO
> 1589508	5166	508	5166 000005166	Q 000005166	D5200
1590508	5167	508	5167 000005167	Q 000005167	D5200

At the bottom of the window are 'Save' and 'Close' buttons.

Label Items

Text items support including multi-line, content alignment, sizing, Unicode, RTL (Hebrew, Arabic, etc.), Custom and installed Windows TTF files, White Text On Black, rotation, horizontal alignment, counters, and text masking.

Barcode items support most popular Linear (1D), Postal & 2D Standards/Symbologies including Code 39, Code 128, GS1-128, GS1 DataBar (RSS-14), EAN 13 & UPC A, Postal (USPS, British Royal Mail, Australia Post, DHL, etc.), Data Matrix, QR Code, PDF 417, UPS MaxiCode, Micro QR Code, ALL EAN/UPC Composite Barcodes (CC-A, CC-B & CC-C) and many more.

Picture items support formats: GIF, JPG/JPEG, BMP, and PNG. There are also monochrome conversion features like Threshold and Floyd-Steinberg algorithms and reversing; sources image like files, base64 as well as binary content.

Shape items support including lines (horizontal, vertical, and diagonals), rectangles with rounded corners, circles and ellipses.

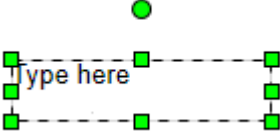
Editing shortcuts:

Action/Operation	Keyboard Shortcut
Clipboard Copy	CTRL + C or CTRL + INSERT
Clipboard Cut	CTRL + X or SHIFT + DELETE
Clipboard Paste	CTRL + V or SHIFT + INSERT
Undo	CTRL + Z
Redo	CTRL + Y
Select All Items	CTRL + A
Delete Selected Items	DELETE
Move Selected Items (Small Step)	ARROW KEYS
Move Selected Items (Long Step)	CTRL + ARROW KEYS
Edit Text Item	F2
Zoom In	CTRL + PLUS SIGN
Zoom Out	CTRL + MINUS SIGN
Zoom 100%	CTRL + 0 (ZERO)

Add Text



Select the Add Text button then with the mouse drag a text box into the place on the label where you want it to print. The text box can be moved and resized. The designer form will display the X, Y, Width and Height of the box at the bottom.



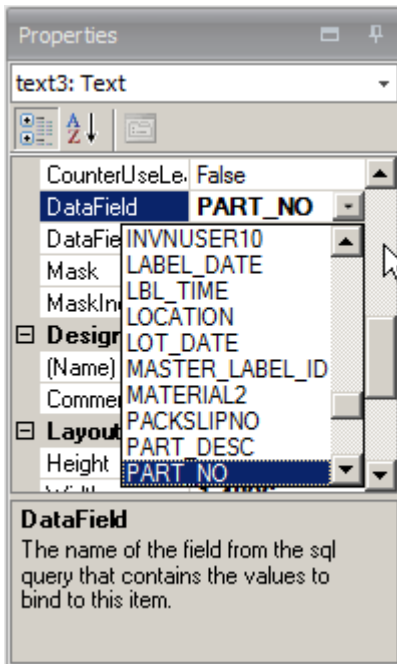
To enter text in the box double click, use the F2 key, or enter the text in the 'Text' field in the Properties box on the right. Fonts, sizes and attributes such as bold can be selected using the options in the bar above the label area.

Note: Labels with white text overlapping a black background shape print solid black in the overlapped area. This behavior cannot be changed due to white converts to transparent when printing. Use the Print Preview button to view how a label will look when printed.

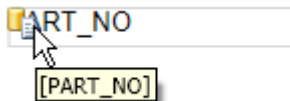
Note: When a user inserts a text box into a label, he or she will have the option to specify the "Font Threshold." The "Font Threshold" field only accepts values from 0-100.

Add Data

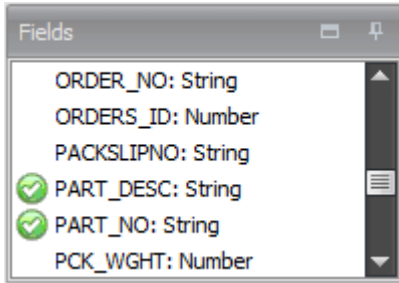
A Data field can be added in the same manner as a text field, but rather than entering text in the box, from the Properties section the user can select a 'DataField' from the list based on the SQL Query added in the Add-Hoc Query Builder.



The text field will display the selected data field.



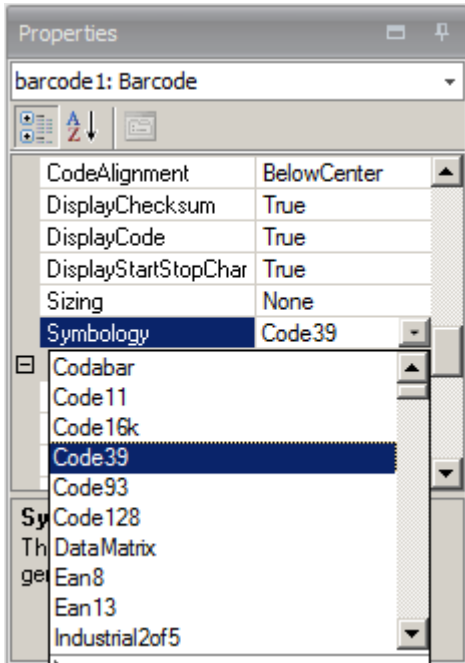
An green check mark icon will appear next to a field in the Fields section that has been added to the label.



Add Barcode



Select the Add Barcode button to add a barcode to the label. With the mouse drag a barcode box into the place on the label where you want it to print. Select the barcode type from the Symbology drop down list in the Properties section. There are many options available. The symbology defaults to Code39. The font should not be modified from the default set by Label Designer since the font is derived from the symbology. The property grid for a barcode field will only show the fields applicable to the type of barcode selected.



Select the Data Field associated to the barcode by selecting a field from the list in the DataField (as described above).

Add Picture



Select the Picture button and drag a picture box into the place on the label where you want it to print. Right click on the box and select 'Set picture'. Select the image from the Open form. Supported formats are: GIF, JPG/JPEG, BMP, and PNG.

To use an image attached to a specific inventory item the image path must be set in IQStatus and the image associated to the inventory item.

Setting the Path

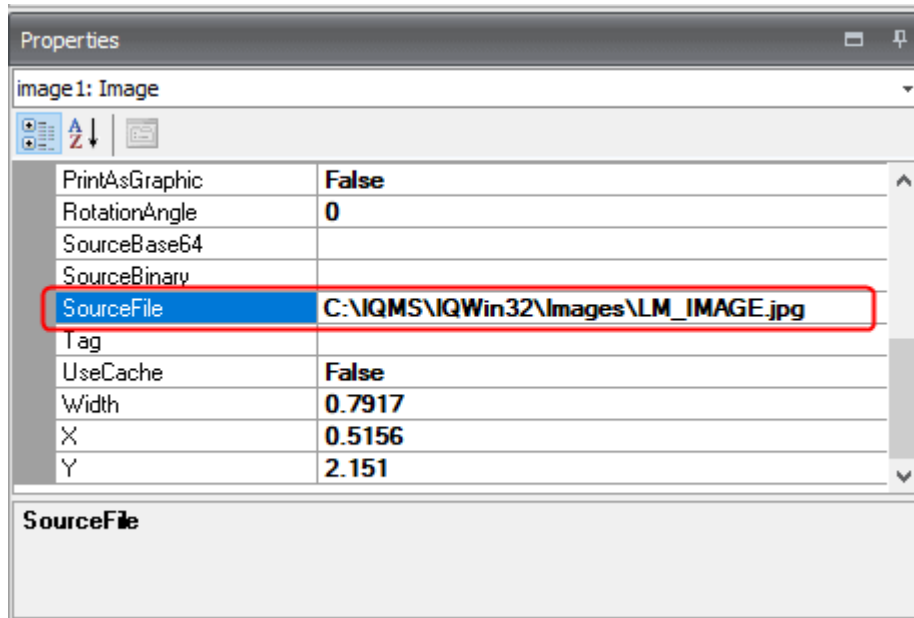
- Open Windows Explorer.
- Find the EnterpriseIQ Master Home directory (i.e. \\IQMS\IQWin32), and create a subfolder called Images. The images stored within this file should be in *.jpg or *.bmp format only. Any other file format will create a system error.
- Next, copy all images that will be used over to this directory.
- Open IQStatus and set up the Images path to point to where the main image files reside on the network by selecting Directories, highlighting the Images Property, and selecting the Modify button.
- Find the Images folder that was created and click [OK]. The Value field will now contain the path to the images.
- Select File | Exit to close this screen.

Attaching Images to the FG Item

- Access the Inventory module from EIQ and select an item that labels will be created for from the picklist.
- From the Label Image field on the Additional tab select the 'Assign Picture File Name...' button to assign the correct image to the item. The system will automatically default to where all the images are stored on the Network. If it does not, make necessary adjustments.
- Select the image that matches this item. As mentioned before, images stored here should be in *.jpg or *.bmp format only to prevent system errors.
- Select Open to continue the selection process. The image file to print out with the item will now be shown in the Label Image field.
- Save changes before exiting.

Adding the Picture on the Label

Select the Picture button and drag a picture box into the place on the label where you want it to print. Next, enter the Image File directory established in IQStatus in the 'SourceFile' property field and point to one of the LM_IMAGE files. Users can also right click and select 'Set Picture...' to access the label file. The system will use the image assigned to the inventory item.

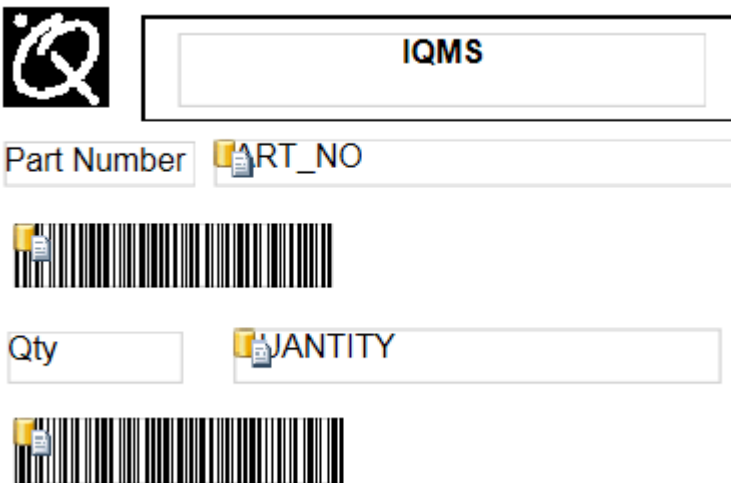


Shapes

Shapes can be added to the label by selecting one of the Shape buttons: Rectangle, Ellipse, or Line.

Save Label

Once the label is completed, select the Save button. A simple example with data, text, barcodes, image, and a shape is shown below.



Additional Options

File Menu:

- **New** - Select this to create a new label. A message stating, 'Clear current template and create a new one?' will appear. Select Yes to create a new label, or No to return to the current label. Users can also select the New button to create a new label.
- **Save** - If edits have been made to the label this option is available to save it. Users can also select the Save button to save a label.
- **Delete** - Select this to delete a label. A warning will appear, choose Yes to delete the label or No to not delete it.
- **Import** - .xml label templates can be imported. Select this option and browse to the desired template.
- **Export** - Once a label is created it can be exported in .xml format to a selected location.
- **Exit** - This option will exit the EIQ Label Designer.

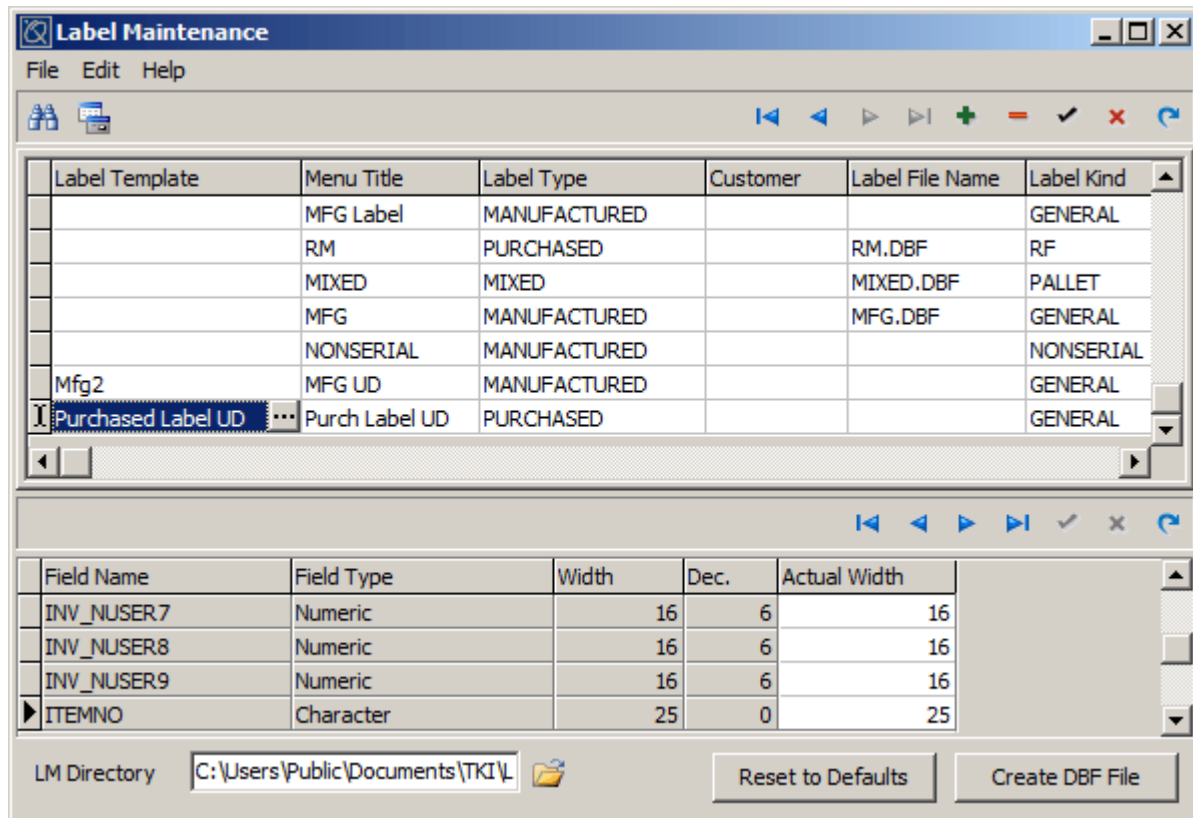
Search - To open a different label select the Search button to bring up a pick list of existing labels.

Print Test Label - Select the printer button to print a test label.

Preview Label - Select the Print Preview button to view how the label will actually look when printed.

Adding the Label in Label Maintenance

Once the label has been designed it can be added to Label Maintenance. Select the insert button, enter a Menu Title and make the selections for Label Type, Label Kind, etc (refer to the Label Maintenance Form section for details). Next associate the designed label by selecting the ellipsis button in the Label Template field to access the pick list of the labels designed in the EIQ Label Designer.



Keyboard Shortcuts in Label Designer

In Label Designer, users can use keyboard shortcuts to use certain basic functions more quickly and easily.

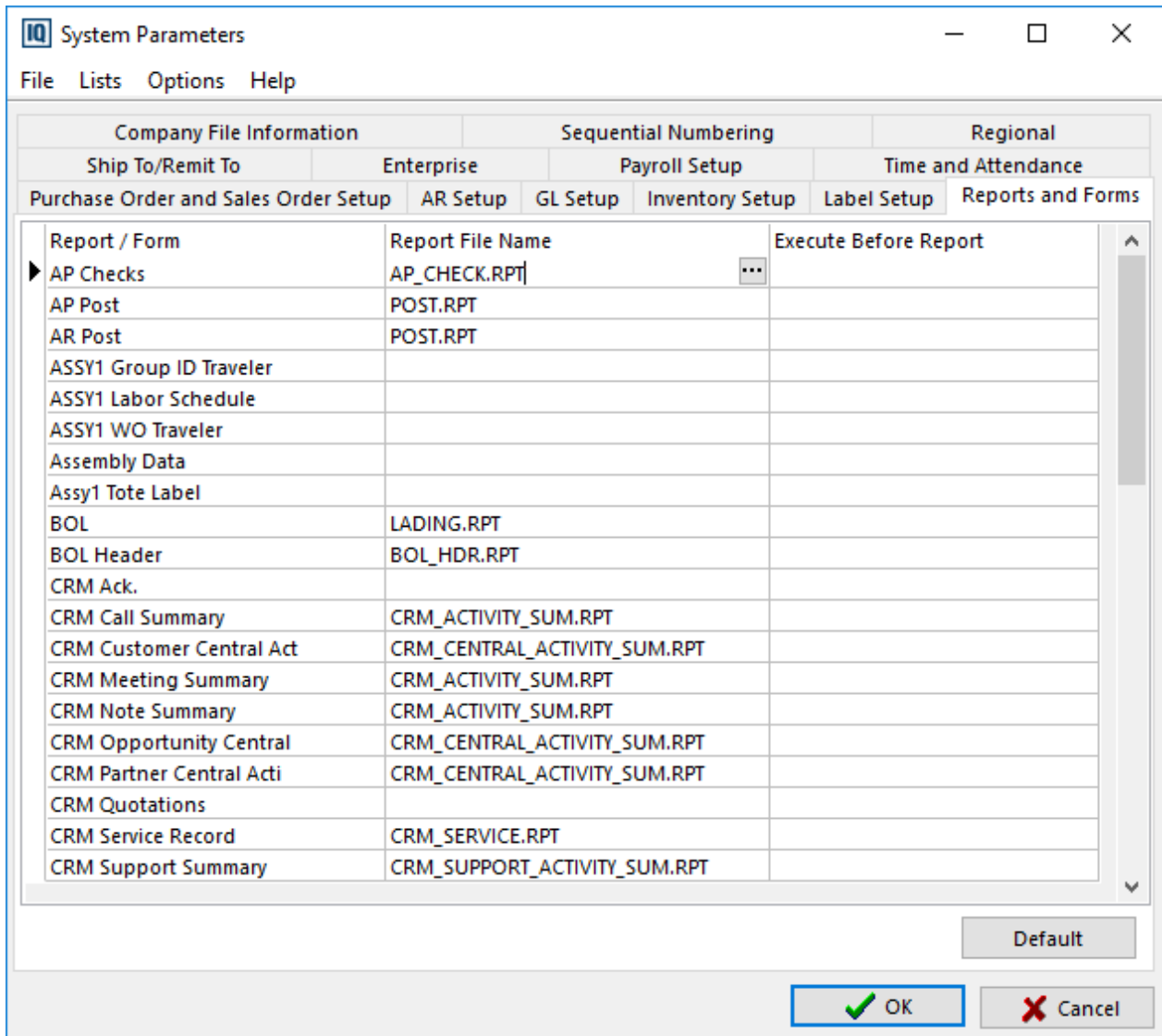
The available keyboard shortcuts are listed below:

Del	Clear the selected object from the label.
------------	---

Reports/Forms

The Reports/Forms screen shows a listing of all default posting reports and forms currently being used by **EnterpriseIQ**. The initial settings specify the default reports provided with the system. To use a customized report created in Crystal Reports, change the mapping using this screen and the procedures outlined below.

- Click on the **Reports/Forms** tab and the following screen will appear.



- To change any of the default reports or forms in this section, click on the ellipsis button in the report file name field and a screen will come up with the available reports.
- Find and select the new or modified report from the reports directory.
- Select [**OPEN**] to accept the change(s) or [**Cancel**] to escape.

WARNING: If you modified one of the default **EnterpriseIQ** reports, please remember to **rename** it before adding it back to the list. If you do not rename it and **EnterpriseIQ** updates your reports, your modifications to this report will be overwritten.

To revert back to the default reports and forms provided by **EnterpriseIQ**, click on the [**Default**] button and all the selections will automatically revert to the defaults.

- **Execute Before Report** field is used when a pre written procedure should be run before the report is processed. For example: In order to get an accurate schedule report EIQ runs a procedure to update the date on all of the work centers.

This field will only have to be changed if you are creating your own reports. To get a list of the procedures select the ellipsis button in the field.

NOTE: A default Pick Ticket report can be set up per EPlant. To assign a different default pick ticket report to an EPlant select the 'Assign...' button (next to the ellipsis button) in the report file name field. An EPlant Profile form will appear to link the EPlant with the default pick ticket report. This is useful if different EPlants require a different language or style of report. Note the report that displays as the default system report in the Pick Ticket -> print speed button -> properties, may not necessarily be the report for the EPlant the user is logged in to.

Ship To/Remit To in System Parameters

Use this section to set up Ship To address (these addresses show up on the Purchase Order). DELMIAworks supports unlimited Ship To addresses.

The screenshot shows the 'System Parameters' window with the 'Ship To/Remit To' tab selected. The 'Company' field is filled with 'IQ MANUFACTURING SYSTEMS BILL PAY'. Address fields are filled with 'P.O. BOX 437856', 'LOS ANGELES', 'CA', and '90215'. The 'Country' is 'UNITED STATES OF AMERICA'. Telephone and Fax are both '805-227-1122'. The 'Default Remit To Address' checkbox is checked. The 'Web URL' is 'www.iqms.com'.

Below is a field listing for the Ship To tab:

Company	Company name (30 characters) associated with the Ship To address.
Address1	The first line of your ship to address (30 characters).
Address2	Second line of a ship to address (30 characters).
Address3	Third line of a ship to address (30 characters).
City	City (30 characters).
Region/State	Select the Region or State code (2 characters).
Post/Zip	Post or Zip code and optional 4 digit code.
Country	Select the country from the drop down list.

Use USA Mask	This check box is used for phone and fax numbers. If the box is checked, it maintains a mask for standard US style phone numbers (7 or 10 digits). If the box is left unchecked, the US mask is removed and foreign phone and fax numbers can be entered.
Phone	Main voice phone number (25 digits).
Fax	Main Fax number (25 digits).
Tax Code	Tax code associated with the Ship To address. Choose this from the drop down menu. If a tax code is populated and a vendor marked as Taxable, the system will use this tax code as the default if one is not set up on the vendor.
Tax Usage Type	This will be used with the Avalara Tax Web Service in future versions. The Avalara tax call will use the code set on the Ship To address for AP Invoices. This list is created from the Options menu in the Web Service Settings screen accessed from the Tax Codes Maintenance list. Refer to the <i>Avalara Tax Web Service TechNote</i> https://my.iqms.com/cfs-file.ashx/__key/Technote/Avalara-Tax-Web-Service.pdf for details.
Default Ship To Address	Click the Default Ship To box on the address you want as the default.
Default Remit To Address	Click the Default Remit To box on the address you want as the default. If checked, when creating a Customer Bill To the system will populate the Remit To with the default company.
EPlant	The EPlant this Ship To is associated with. This field is used to be able to populate a label with the correct Ship From address.
Division/ Warehouse	The Division/Warehouse this Ship To is associated with. This field is used to be able to populate a label with the correct Ship From address. NOTE: This will only work if the EPlant and Division from the company table matches the EPlant and division from Ship_to table. When a Requisition/PO has a Ship To with a division the system will automatically populate the division field for the line items.

Email/Web URL

Email	Email address associated with the Ship To address.
Web URL	Web URL associated with the Ship To address.

User Fields Tab

This tab has four user defined alpha fields and four user defined numeric fields. These fields may be used for reporting purposes. To change the label description, right click on the User# and click on the Define Label Text box. Type in the description you want for the field in the New Value field.

Shipping Manager


This tab will be visible if licensed for the Shipping Manager module. A **Failed Email** address can be entered that will automatically populate the Failed Email Address field in the following areas in Shipping Manager->Shipment Options and Package Options:

- Quantum View
- Quantum View->click on the Recipients button
- UPS Returns Exchange

The system will first pull from the EPlant (if setup), otherwise it will use the email address from the ship to.

Validate Address

Ship To addresses can be verified in the Company File Information tab, Ship To/Remit To tab, and Enterprise tab. The address are used by the Avalara Tax Web Services when calculating taxes. The address hierarchy used by Avalara is: Default Address listed on Ship To tab > EPlant address > Company Information address.

Select the Validate Address button . If the address is valid a confirm message will appear stating. 'Address Validated'. If the address is validated but there are suggested formatting changes users may see a screen similar to the following:

Incomplete Address

The address has been validated with some suggested changes. Hit the left arrow to accept the changes.

Company	IQ MANUFACTURING SYSTEMS	Suggested Changes:	IQ MANUFACTURING SYSTEMS
Address 1	2231 WISTERIA LANE		2231 Wisteria Ln
Address 2			
Address 3		←	
City	PASO ROBLES		Paso Robles
State or Region	CA		CA
Postal Code	93446		93446-9820
Country	UNITED STATES OF AMERICA		
Telephone #	805-227-1122		

To accept the changes select the green arrow button.

If the address is incomplete, or if an invalid zip code is entered the user will receive an error stating what the missing information is and then an Incomplete Address form will appear with the field(s) that need to be corrected highlighted in red. If the selected address validation service cannot find a close enough match, it may return the originally entered address (depending on the service), but the field(s) will be highlighted in red to inform the user that changes may need to be made. (UPS and USPS will return the original address where FedEx will return a Null value.) Please see the Address Validation section for more information.

Incomplete Address

The Packing Slip Shipping Address is incomplete. Please enter the required values (bold). A postal code is required for Canada and the United States of America, and may be required by other countries.

Company	IQ MANUFACTURING SYSTEMS
Address 1	12454 HURON STREET
Address 2	
Address 3	
City	PASO ROBLES
State or Region	CA
Postal Code	93446 ⚡
Country	UNITED STATES OF AMERICA
Telephone #	805-555-1212

OK Cancel

Enterprise (EPlant)

Multiple site companies that require the ability to centralize certain functions providing better economics of scale and uses of resources are best suited for the Enterprise (EPlant) functionality. For example, centralizing the purchasing function allows the buyer to take advantage of aggregate purchases, while shipping to each site only the materials needed there. When purchased items are received, the system should have the ability to centralize the payments for those items.

If separate financial statements (specifically the balance sheet) are a requirement then EPlant is a must. If you use the same Balance Sheet for multiple sites, then you can separate the financial statements by division and not go to the extreme of setting up EPlants.

The table below describes the differences between EPlant and Divisions to help better understand which direction would be best for your specific scenario:

	EPlant	Division
Accounting/ Financials	Automatic plugging into GL based on the EPlant login. With auto plugging, you get separate income statement per EPlant.	No automatic plugging Can develop income statement manually but no automatic financials
Accounts Payable	AP Invoices are EPlant filtered and specific.	AP Invoices are not filtered or specific to a Division
Accounts Receivable	AR Invoices are EPlant filtered and specific.	AR Invoices are not filtered or specific to a Division
Auto MRP	Because inventory items are EPlant specific, Auto MRP is EPlant specific. All Auto-MRP orders will appear on one sales order, regardless of EPlant specificity.	Auto-MRP can be associated to a specific Division. Auto-MRP orders will be split by Division (one sales order per Division).
BOM	Bills of Material are EPlant specific	Divisions are not associated to Bills of Material. However, Divisions can be tied to Mfg Cells and Mfg Cells are associated to BOMs.
Customer Maintenance	Main Customer is can be EPlant specific. Customer Ship To addresses are EPlant specific.	Main Customer is not Division specific. Customer Ship To addresses are Division specific.
"Feel"	Makes you look like separate little companies	Lets you filter some screen information into smaller groups but are still one company
Filtering	User specific filtering to only show specific EPlant (and information associated) assigned to user. Reports are auto filtered by EPlant by login specifics	Limited areas to view for specific Division. Reports must manually be filtered

Interplant Transfers	Handled through interplant sales and transfers with automatic journal entry	No automatic financial impact. Will have to figure out manual JE
Inventory	Inventory is EPlant specific and filtered.	Divisions are not associated to inventory item master.
Locations	Locations are EPlant specific and filtered	Locations can be associated to a Division and manually filtered on reports only
Mfg Cells	Mfg Cells are EPlant specific (Manufacturing Cells are a mandatory requirement for EPlant)	Divisions can be associated to Mfg Cells
Multi-Currency	Individual EPlants can have different native currency	Divisions are all use native currency (or native to Eplant).
Production Reporting	If using RealTime, Production Reports will be created by Mfg Cell which is assigned to a specific EPlant. If not using RealTime, Production Reports can be created by Mfg Cell (manually) which is assigned to a specific EPlants. Work centers and BOMs available are EPlant filtered.	Divisions are not associated to Production Reports per se. However, Divisions can be tied to Mfg Cells and Mfg Cells can be associated to Divisions. All work centers are available to associate to a production report though – no filtering.
Purchase Orders	Purchase Orders are filtered out by EPlant	While purchase orders are not filtered by Division, PO line items can be associated to a specific Division.
RealTime	RealTime has the ability to filter work centers by Mfg Cell which are assigned to specific EPlants.	RealTime could have some ability to be filtered by Division if Divisions are tied to specific Mfg Cells.
Sales Orders	Sales orders are filtered out by EPlant.	While sales orders are not filtered out automatically by Division, Divisions are tied to Customer Ship To addresses which are then applied to sales orders.
Scheduling	Scheduling has the ability to filter work centers by Mfg Cell which are assigned to specific EPlants. Update Schedule is not EPlant specific	Scheduling could have some ability to be filtered by Division if Divisions are tied to specific Mfg Cells. Update schedule is not Division specific.
Security	Some, can lock users out of other EPlants	None
Sequence Numbers	Each EPlant can have its own set of sequence numbers for i.e. po's, sales orders, etc.	No sequence numbers per Division

Shipping / Pick Tickets	Pick Tickets are EPlant specific	Pick Tickets can be filtered by Division
Work Centers	Work Centers are EPlant specific	Divisions are not associated to Work Centers. However, Divisions can be tied to Mfg Cells and Mfg Cells are associated to work centers.

EPlant allows companies to centralize the order entry function, but have the ability to manufacture the ordered parts at any number of facilities. Once the product is shipped, the system can centralize invoicing and AR.

Please Note: DELMIAworks highly recommends calling Technical Support before implementing EPlant to let us know what day you will perform the required steps, so we can ensure that a support person is available to assist you. Also, DELMIAworks will need to send you a custom script to populate your existing records with an EPlant ID. For step by step instructions on implementing EPlant please refer to the *EPlant Setup* https://my.iqms.com/cfs-file.ashx/_key/Technote/EPlant_2D00_Set_2D00_up_2D00_for_2D00_New_2D00_Users.pdf TechNote.

Below lists the field descriptions for the Enterprise form. Click on the 'Enterprise' tab and the following screen will appear.

The screenshot shows the 'System Parameters' window with the 'Enterprise' tab selected. The window title is 'IQ System Parameters'. The menu bar includes 'File', 'Lists', 'Options', and 'Help'. The main area is divided into several sections:

- Company File Information:** Includes 'Company' (IQ MANUFACTURING SYSTEMS, INC), 'Address1' (640 Winters Avenue), 'Address2', and 'Address3'.
- Plant Segments:** Includes 'Rep. Manager', 'EPlant Segment' (DIVISION), and 'Division Segment' (DIVISION).
- Plant List:** A table with columns 'ID' and 'Plant Name':

ID	Plant Name
17	CANADA PLANT
4	CHICAGO PLANT
16	MEXICO PLANT
15	MEXICO USD PLANT
1	PASO PLANT
- Address Fields:** Address 1 (1100 NATIONAL ROAD), Address 2, Address 3, City (TORONTO), Country (CANADA), State or Region (ON), Postal Code (MSB 2H1), Time Zone Name, and Abbreviation.
- Shipping Hours:** A button labeled 'Shipping Hours'.
- Options:** 'Use Intercompany' (checked) and 'EPlant batch numbers' (unchecked).
- Buttons:** 'OK' and 'Cancel' buttons at the bottom right.

Plant Segments

A segment of the account structure that will be used to differentiate the companies or plants from each other.

Plant Segments	Rep. Manager
EPlant Segment	DIVISION
Division Segment	DIVISION

EPlant Segment	Select the Account Segment that should be used as the Plant identifier for Accounting purposes.
Division Segment	Optional. The division segment is not used by the system, it is informational only. The EPlant segment above is the one the system uses to auto-plug based on which EPlant the user is logged into when a transaction is done.

Rep Manager

Rep Manager is only used with ECode which has been replaced with the EPlant technology. Test database link speed button is also used for ECode only.

EPlant Code Information

Only Company needs to be setup for EPlant. This tells the system that the EPlants are linked to this one database. The database can then be divided into multiple EPlants.

Note: Only the Company needs to be filled in. Ignore all other columns in the ECode grid. **DO NOT** create multiple ECode entries.

Company	Enter the name of the Company. It is highly advised to not include any special characters (including hyphens), particularly before updating to the 2012 version.
Address 1, 2, 3	Optional. Used for ECode only.
City	Optional. Used for ECode only.
State	Optional. Used for ECode only.
Zip	Optional. Used for ECode only.
Country	Optional. Used for ECode only.
Telephone	Optional. Used for ECode only.
Fax	Optional. Used for ECode only.
Email	Optional. Used for ECode only.
GL Plug Value	Used for ECode only.

Individual EPlant information

This section is used for the individual EPlant setup information. Enter the different companies/plants into the table to the left and the corresponding details for each plant on the tabs to the right.



Allows the user to quickly copy the main Company name and address.

Address	Contact	Sequences	Credit Card	Miscellaneous	Shipping Manager	User Fields
Address 1	3601 ALGONQUIN ROAD					
Address 2	SUITE 326					
Address 3						
City	ROLLING MEADOWS					
Country	UNITED STATES OF AMERICA					
State or Region	IL					
Postal Code	60008					
Time Zone Name	CST					
Abbreviation	CST					
	Shipping Hours					

Company/Plant Name

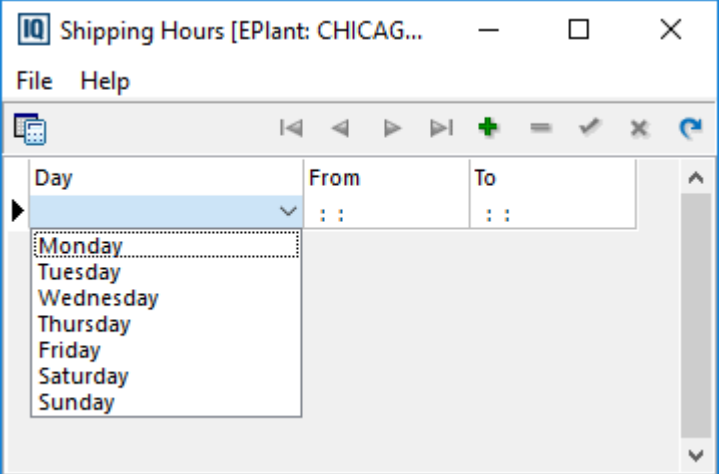
ID	System generated ID number. This cannot be changed.
Company Name	<p>Enter the name of each company or plant.</p> <p>When a user attempts to save an entry with special characters included in the Plant Name or Company Name fields, this surfaces an error message (example: "Invalid character '-' in Plant Name column." or "Invalid character '-' in Company column.") indicating which character is invalid and needs a correction. The same error surfaces when attempting to Quick Copy from the Company field in top grid into the Plant record if invalid characters are included.</p> <p>Special characters not allowed are ~!@#%&^*()-+={[}] \;:"<>?/ and ' (apostrophe). The system allows entry of alphanumeric characters and _., (underscore, comma, and period) in the Plant Name and Company Name fields.</p>
Plant Name	Enter each plant name. (NOTE: See above for special characters limitations). This must be unique. If a duplicate name is entered the user will receive an error stating, 'Duplicate plant name. Please enter a unique plant name.'
Fed Tax ID	The federal tax identification number associated with the EPlant.
Native Currency	Select the native currency for the EPlant from the drop down list.
Inactive	Select this if the EPlant is no longer active. Licensing will be based on Active EPlants only.

User Fields	There are four alphanumeric and four numeric user fields for additional information.
Mileage Rate	<p>A specific mileage rate can be associated to each EPlant. This is used in the Expense Reports module to calculate the mileage. The mileage rate used is based on the following hierarchy.</p> <ul style="list-style-type: none"> ▪ Expense Report User ▪ Default Mileage Rate (EPlant Level) ▪ Default Mileage Rate (No EPlant) <p>The individual users rates are setup in the Mileage Rate field in the Expense Report Users module. The default mileage rate (not EPlant specific) is setup in the Options menu in Expense Report Users.</p>
Reporting Currency Code	<p>This is used in Spreadsheet Server for reporting in a different Currency than Native to Plant/Company. When the user posts any transaction that effects the GL Batch (AP/AR/CD/CR/FX/PR) the system will look at the currency that is being used and translate into the reporting currency.</p> <p>If the Transaction Currency does not match the reporting currency, the system will look up the current active spot rate, populate the Currency Code of the Transaction, the reporting Currency code, the spot rate in effect at the time of the Transaction, and also populate either the debit or the credit for the account in the Reporting Currency Amount.</p> <p>If the transaction currency is the same as the reporting currency, the system will populate the transaction and Reporting Currency code the same and populate the spot rate at 1 and either the debit or credit for the reporting field would equal the transactions debit or credit.</p> <p>Notes:</p> <p>When doing manual journal entries, it is best to keep credits and debits in the same currency so that the converted credits and debits stay in balance.</p> <p>When AR/AP Invoicing and recording Cash Receipt(s)/Cash Disbursement(s), it is best to keep the Cash Receipt/Cash Disbursement in the same currency that the invoice was recorded in. This keeps the converted credits and debits in balance.</p>

Address

The address section contains the information for each EPlant entered.

Address 1	Enter the street address information for the plant.
Address 2	Enter the street address information for the plant.
Address 3	Enter the street address information for the plant.
City	Enter the city of the plant.
State	Enter the state of the plant, if applicable.
Zip	Enter the zip code for the plant
Country	Enter the country the plant is located.

<p>Time Zone</p>	<p>A Time Zone can be associated to an EPlant by selecting it from the pick list accessed from the ellipsis button. Once selected the Time Zone Name and Abbreviation will populate these fields. When rows are inserted into Translog from the EPlant the Transaction Date will be offset from the System Date (Oracle Server time) by the time zone difference. Also refer to the Regional time zone setting in the Regional section.</p>
<p>Shipping Hours</p>	<p>Select the Shipping Hours button to bring up a 'Shipping Hours' form where valid days and hours can be specified for when the EPlant is able to ship product. When calculating the Must Ship Date on the Sales Order Release, the system will look at the Shipping Hours settings and if the calculated date is not valid, it will back it up to a valid Shipping Hour. To add shipping hours select the insert + button and select a day of the week from the drop down list. Enter the from and To shipping hours in the corresponding fields. Continue this process for other days where shipping hours are relevant.</p> <p>The Must Ship Date for all orders can be recalculated based on the shipping hours information by selecting the speed button at the top of this form.</p>  <p>The 'Shipping Hours' button on the Enterprise tab is used to assign shipping hours to specific EPlants. The settings in this form will affect Sales Orders created in that EPlant. There is also a Shipping Hours button on the Company File Information tab that affects Sales Orders created in View All.</p>

Contact

Contact information can be entered for each EPlant.

Address	Contact	Sequences	Credit Card	Miscellaneous	Shipping Manager	User Fields
Telephone	<input type="text" value="847-253-9912"/>					
Fax	<input type="text" value="847-253-9776"/>					
Sender Email	<input type="text"/>					
	<input checked="" type="checkbox"/> Always use this sender email address					
Global Email BCC	<input type="text"/>					
SMTP Server	<input type="text"/>					
SMTP Port	<input type="text"/>					
	<input checked="" type="checkbox"/> Enable TLS/SSL					
Email Authentication						
	<input checked="" type="checkbox"/> Authenticate Email					
User Name	<input type="text" value="iqms"/>					

Telephone	Enter the phone number for the plant.
Fax	Enter the fax number for the plant.
Email Address	Enter the email address for the plant.
Global Email BCC	If provided, the email address is automatically added as a BCC to any email sent from DELMIAworks.
SMTP Server SMTP Port	Optional. Enter the Email server address and port. If this field is populated the system will use this address as the Email server.
Email Authentication	Optional. A user name and password can be specified for email authentication for a specific EPlant. This is optional, but should be setup at sites where authentication is in use.

Sequences

This form allows the user to start many of the automatic numbering sequences - such as sales orders and invoices at a specific number, relevant to the site. When the EPlant record is created and posted (using the check mark icon on the navigator), DELMIAworks will create the list of sequences. Highlight the record of choice, then click on the Assign Sequence button. Enter a starting value. This value, once saved, is NOT displayed on the main sequential numbering grid. However, DELMIAworks will use this new value to start numbering your forms. If the user attempts to set an EPlant sequence value to a number prior to the current sequence, a warning message will appear stating, 'You are attempting to reset the sequence(s) in the following module(s) to less than the maximum sequence number used. This operation is not allowed'. If the 'Use this sequence for all EPlants' option is checked for Packing Slips or AR Invoices on the Sequential Numbering tab in System Parameters, the corresponding module will be grayed out for the EPlant sequences.

Module Name	Last Value	Sequence Name
AF	0	S_EPLANT_AF_4
AP Invoice	0	S_EPLANT_AP_4
AR Invoice	2	S_EPLANT_AR_4
BOL	0	S_EPLANT_BOL_4
PO	6	S_EPLANT_PO_4
PO Receipt	0	S_EPLANT_PO_REC_4
Packing Slip	0	S_EPLANT_PS_4
Physical Inventory	0	S_EPLANT_PHYS_4
RFQ	0	S_EPLANT_RFQ_4
RMA	0	S_EPLANT_RMA_4
Sales Order	4	S_EPLANT_SO_4

Module Name	System entered modules where the starting form numbers can be changed.
Last Value	Change the EPlant last form number used by the system, if needed.
Sequence Name	System generated information. This can not be changed by the user.

Credit Card

Each EPlant can have multiple merchants associated to them. The system will first look at a merchant account associated to an EPlant when determining the gateway to be used. In Credit Card Settlement, when settling a transaction, transactions will be grouped by merchant account and settled in turn. The settlement processes may occur in multiple sweeps if transactions use different merchant accounts.

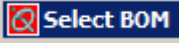
Description	Enter a description of the merchant account.
Gateway	Select the gateway that your company uses from the drop down list.
Bank Account #	Select the bank account from the drop down list.
Currency	If using Multi-Currency, users can associate a specific currency to a merchant account by selecting it from the drop down list. This will be used in the hierarchy to determine which merchant account should be used when charging a credit card.
Default	Select this box to mark a merchant account as the default account to be used.
Archived	If a merchant account becomes inactive this option can be selected to mark the account as archived. Archived merchant account information can still be viewed by selecting the 'Show Archived Accounts' toggle button. Archived accounts will display in yellow.

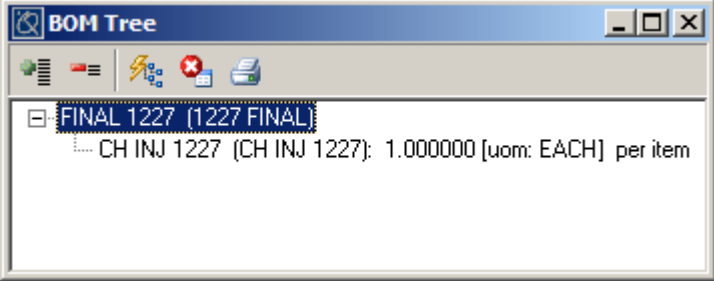
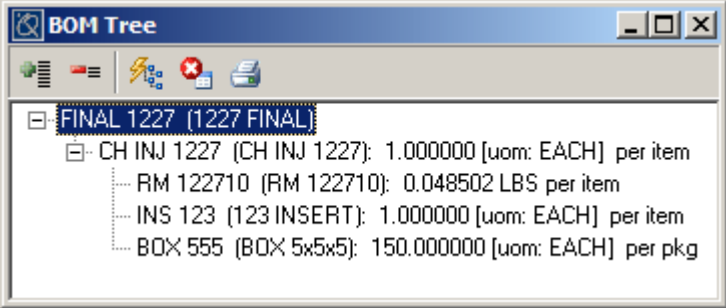
For more information please refer to the Credit Card documentation.

Miscellaneous

Address	Contact	Sequences	Credit Card	Miscellaneous	Shipping Manager	User Fields	Organizational Structure
Plug Value	<input type="text" value="50"/>						
Suffix	<input type="text" value="CAD"/>						
Launcher Color	<input type="checkbox"/> Button Face						
Application Icon							
<input checked="" type="checkbox"/> Separate Fiscal Year Native UOM <input type="radio"/> Imperial (US Customary System) <input type="radio"/> Metric							
Smart Page Default Browser URL	<input type="text"/>						
IIS Server URL	<input type="text"/>						
IIS Port	<input type="text"/>						
Email Profile Name	<input type="text"/>						
System Generated Customer #	<input type="text"/>						
System Generated Vendor #	<input type="text"/>						
Hide BOM from other EPlants	<input checked="" type="checkbox"/>						
Exemption #	<input type="text"/>						
For CIA, Post Tax Liability at:	Quick Invoice						

Plug Value	Numeric Plug value assigned to each EPlant used for GL Accounting postings. Enter the numeric value used to identify this EPlant. This Plug Value is used within the GL Account number to uniquely identify any postings for this plant. The Plug Value determines what numbers the system will “plug” into the Eplant segment of the Account Structure based on which plant your users are logged into. A typical Plug Value will look like the following: 05 for Plant 1 & 10 for Plant 2.
Suffix	This character string will appear after invoice numbers, sales orders & etc. for this Eplant. You can use up to four numbers or letters. It is suggested that you set the suffix the same as the plug value for ease of use. For example, when selecting invoices for cash receipts by invoice number, you can then use the 10-key on your keyboard without having to use the character keys as well. Another option would be to abbreviate the plant name or city it is located in, such as “PASO” or “CHGO”. Invoice # 10000 for an eplant with a plug value and suffix of 01, would be numbered as 10000-01. If “PASO” is used for the suffix, the invoice would be 10000-PASO.
Launcher Color	<p>This option allows the user to change the color of the launcher bar for each EPlant to more easily differentiate which EPlant a user is logged into.</p> <p>Highlight the Plant Name on the left and then select a Launcher Color from the drop down menu. The launcher bars background will be this color for the associated EPlant.</p> <p>To change the launcher bar color back to the default color select ‘Button Face’.</p>

<p>Application Icon</p>	<p>A unique icon can be set for an EPlant. The icon will display on the top left of each form replacing the standard IQMS logo icon. This will help users with multiple DELMIAworks sessions open with differing EPlants to differentiate between them more easily.</p>  <p>To associate an application icon to an EPlant select the button next to this field and choose an icon file (*.ico) from the Open form. DELMIAworks provides several icons which are in the EIQ_ICONS folder in the master home directory.</p> <p>To remove an icon, right click and select 'Clear Icon'.</p> <p>The icon that displays in the taskbar is dependent on the Task Bar properties, see the notes below:</p> <ul style="list-style-type: none"> ▪ Always combine, hide labels – Each program appears as a single button, even when multiple windows for a program are open. The taskbar button will always use the default icon. ▪ Combine when taskbar is full – Each window will appear as an individual button. The taskbar button will use the custom application icon. When the taskbar becomes crowded, programs with multiple open windows collapse into a single program button. The taskbar button then changes to the default icon. ▪ Never combine – The taskbar buttons will never collapse into a single button regardless of how many windows are open. The taskbar button will use the custom application icon. <p>The icon files DELMIAworks distributes contain 48x48, 32x32, and 16x16. If an icon (.ICO) contains these sizes, then it will look good in the Windows Explorer regardless of the list view type.</p>
<p>Separate Fiscal Year</p>	<p>Each EPlant can have a separate fiscal year. In determining the period to post to, the system will always work off the EPlant the user is logged into. Where a separate Fiscal Year is indicated for an EPlant the GL period will be specific to that EPlant and must exist for posting to continue.</p>
<p>Native UOM</p>	<p>Select the EPlants native unit of measure (Metric or Imperial). The EPlant setting will take precedence over the Regional setting.</p> <p>Note: The material exceptions will be in the EPlant's UOM regardless of how the item is setup in inventory. For example: The Native UOM for the EPlant is KG and an inventory item's UOM is LBS, the material exceptions will be in KG.</p>
<p>Smart Page Default Browser URL</p>	<p>This field can be populated with a an EPlant specific URL for the Smart Page browser element. A global value can be set up on the Company File Information->Web tab. The system will first look for a default URL for the EPlant, if there is not one, then it will use the global default. If neither field is filled in then it will default to www.iqms.com.</p>
<p>IIS Server URL and IIS Port</p>	<p>This information is used for the RealTime Process Monitor module. For more information please see the <i>RT Process Monitoring TechNote</i> https://my.iqms.com/cfs-file.ashx/___key/Technote/RealTime_2221_-Process-Monitoring.pdf.</p> <p>If applicable to the EPlant, enter the Internet Information Services (IIS) Server URL and Port. The IIS Port can be left blank, it will default to 80.</p> <p>If this information is not set up at the EPlant level, the system will default to using the information from the Company File Information tab.</p>

Email Profile Name	<p>If the Use Microsoft Outlook option is checked in Company File Information->Email tab, a Profile Name specific to the EPlant may be entered here. This is the Microsoft Outlook profile to use when accessing email. The Profile Name is the name of the Microsoft Outlook profile to load when connecting to Microsoft Outlook. Normally, this setting will not need to be provided. If it is not provided, then the default profile will be loaded. The default profile is the one that connects when you open Outlook from your local shortcut. However if network administrators need to indicate a specific profile to be used, the setting is available. For instance, if Outlook is accessed through terminal services, then sometimes a default profile is unavailable or cannot be accessed. If a specific profile needs to be loaded, then the setting in System Parameters can be used. There is a single profile setting for the company to allow all clients on a network to connect the same way. Although the profile may be the same for the company, each client connects to Outlook using the same profile name, but loading the individual user's data.</p>
System Gen. Customer/Vendor #	<p>These two fields are used to establish whether you would like the system to use generated numbers when new customers and/or vendors are created for a specific EPlant. The global value is set on the System Parameters->Sequential Numbering tab but can be overridden here by selecting an option from the drop down list: System Default (this will use the settings from the Sequential Numbering tab), No (users will have to enter the new vendor/customer #), or Yes (the system will generate the vendor/customer # automatically).</p>
Hide BOM from other EPlants	<p>With this option checked for an EPlant, this hides that EPlant's BOM materials from users logged into any other EPlant. Users logged in as 'View All' will still be able to see this EPlant's BOM materials. For example, when viewing a BOM Tree or Visual Routing Diagram that includes a BOM from the EPlant with this option checked, users will not be able to see the materials attached to that BOM.</p> <p>When logged into other EPlant the BOM Tree would not display the attached materials:</p>  <p>If logged into 'View All' it will show all attached materials:</p> 
Exemption #	<p>This field is for the Exemption number.</p>

For CIA, Post Tax Liability at:	This drop down field option is used to define when the Tax Liability is posted to the GL in conjunction with Cash In Advance invoices originating from the EPlant the option is selected for. The drop down choices are Quick Invoice, Cash Receipts and CIA Invoice. See CIA Invoice Tax Liability examples for examples of GL postings for each option.
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Shipping Manager

Shipping Manager-> Failed Email	<p>If licensed for Shipping Manager this tab will be visible. In Shipping Manager->Shipment Options and Package Options the system will automatically populate the 'Failed Email Address' field with this address in the following areas:</p> <ul style="list-style-type: none"> ▪ Quantum View ▪ Quantum View->Recipients button ▪ UPS Returns Exchange <p>This field is also available on the Company File Information-Email tab. The system will first pull from the EPlant (if setup), otherwise it will use the address entered on the Company File Information->Email tab.</p>
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User Fields

User Text	Four user text fields for additional information. To change the label of the field, right click and select 'Define Label Text', and enter the name of the field in the New Value field. The field label will be the same for all EPlants, but the information in each field is unique for each EPlant
User Numeric	Four user numeric fields for additional information. To change the label of the field, right click and select 'Define Label Text', and enter the name of the field in the New Value field.

Additional Options:

Use Intercompany	<p>Check this box if you want an automatic offsetting transaction to occur when an interplant transaction is posted. When the transaction is posted the system will use the Offset GL account found in the Intercompany Setup for each EPlant based on which EPlant the transaction is being posted from. This will keep the ledgers of the Corporate and EPlants in balance.</p> <p>Please See Intercompany Setup for more information.</p>
EPlant batch numbers	<p>With this option checked, when users are logged into a specific EPlant the GL batches will include a batch sequence specific to that EPlant and module. The batch sequence will populate in the batch_sequence field in the GLBATCHID table. For example, the EPlant ID is 1, when the first AR batch is posted the batch sequence will be GLBATCH_AR_1_1, the next one would be _2 and so on. When a user is logged in as View All, the batch sequence would be GLBATCH_AR_0_1.</p> <p>If this option is not checked, then the batch sequence is not populated.</p>

Organizational Structure

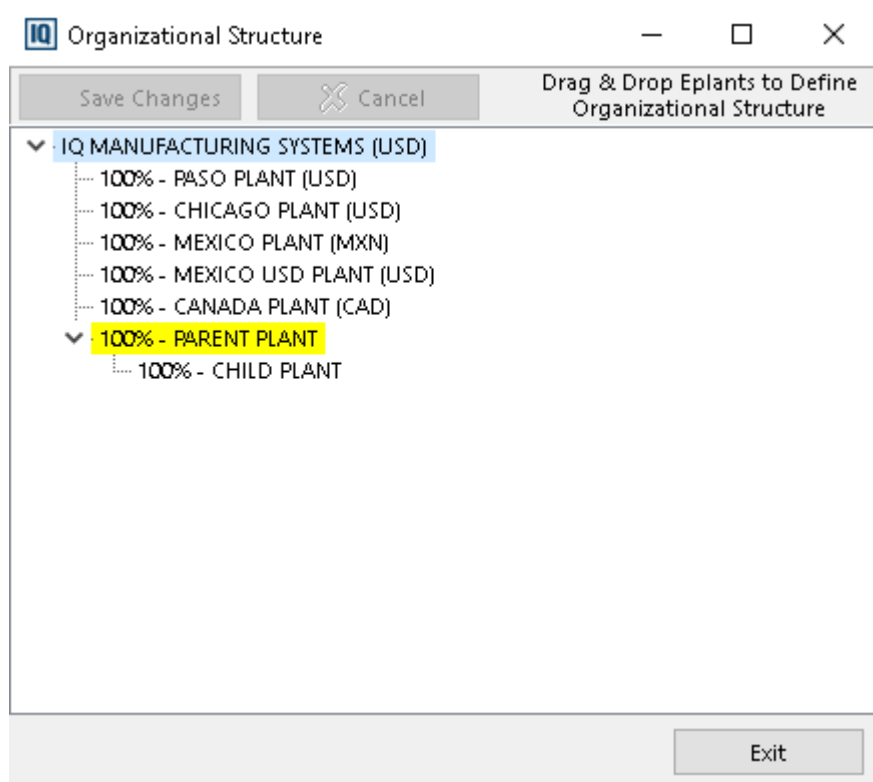
The screenshot shows the 'System Parameters' window with the 'Organizational Structure' tab selected. The window is divided into several sections:

- Company File Information:** Includes fields for Company (IQ MANUFACTURING SYSTEMS, INC), Address1, and Address2.
- Plant Segments:** Includes dropdowns for Rep. Manager, EPlant Segment (DIVISION), and Division Segment (DIVISION).
- Plant List:** A list of plants with columns for Plant Name and Company. The 'FINANCIAL' plant is selected.
- Configuration Fields:**
 - Financial EPlant
 - Parent EPlant: View All
 - Parent Ownership Percentage: 100
 - Organizational Structure: (Empty field)
- Options:**
 - Use Intercompany
 - EPlant batch numbers

For companies that utilize a more complex Organizational Structure, a Financial EPlant can be used in defining a Consolidation Structure. When creating an EPlant, the option will surface to create a regular EPlant or a Financial EPlant. If Financial EPlant is selected upon EPlant creation, the box will be checked denoting Financial EPlant. Financial EPlants are used as reconciliation EPlants, and can be selected as the Parent EPlant of regular EPlants. See the Financial Consolidations topic for more information.

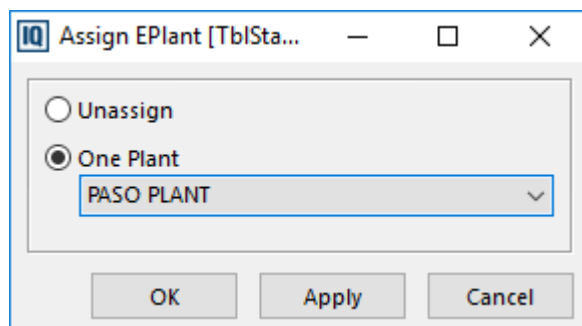
Parent EPlant	In the Organizational Structure, if this EPlant is a child of a Financial EPlant or View All, it will list here.
Parent Ownership Percentage	To be used in the Organizational Structure when the child EPlant ownership is divided amongst multiple Parent EPlants.

Organizational Structure allows the user to view and edit, via drag and drop, the Organizational Structure EPlants. Please note, a Financial EPlant will always be a Parent EPlant.



Selecting an EPlant on a Specific Record

Once EPlants are set up, throughout the software a specific EPlant is assigned to records such as inventory items and BOMs. When new records are created the EPlant the user is logged into will populate the EPlant field automatically. In many areas an EPlant can also be changed manually by clicking on the 'Assign Plant' button near the field. Select the EPlant from the drop down list in the One Plant field. Select the 'Apply' button to update the field and automatically post it. If the 'OK' button is selected the change is made, but requires a manual post by the user (by selecting the Post Edit button on the navigator). Select the 'Unassign' option to remove an EPlant from being associated to the record.



ECode

ECode is used for multiple servers linked together across a WAN. This type of data storage/usage is no longer recommended. The EPlant technology has replaced the ECode system.

Rep. Manager

ECode Segment	Select the Account Segment that should be used as the Code identifier for each unique server/company.
Company Code	Company identifier linked to the ECode account segments.



Test database Link - To test the database link for each code entered, click on the Test Database speed button located above the Plant Segment field. If the database link is valid, a message verifying the link will be returned. If the link is not valid, an error box specifying the problem with the link will be returned. This should be done for each line in the table to test each link.

Payroll Setup in System Parameters

Default Payroll Cash Account - The drop down menu gives you a list of the checking accounts from your chart of accounts.

Multiple Federal Tax ID's - If you are using EnterpriseIQ's Payroll and you have multiple employer tax identification numbers check the box. This enables the user to report payroll taxes for multiple EIN's. (Please see the Payroll Manual for more information).

Auto Adjust Salaried Pay based on Hire or Termination Date - With this box checked the system will check to see if a salaried employee has a hire or termination date within the paid work period. The system will adjust the total hours and total pay based on the Date Hired or Date Terminated entered on the employee in Employee Maintenance. The payment will include pay for days through their termination date.

Social Security # is optional - If this option is checked the system will allow a blank entry in the SSN field in employee maintenance. This should only be checked if you are not using the Payroll or Workforce modules.

For Employee Portal users: There is a field ('**Employee Portal Electronic W-2 Consent Message**') to enter a consent message that will display on the W-2 section of Employee Portal to allow employees to consent or not consent to receiving their W-2 electronically. Please see the **Employee Portal TechNote** https://my.iqms.com/cfs-file.ashx/___key/Technote/Employee-Portal.pdf for more information.

Time and Attendance in System Parameters

Time and Attendance is a separate module which is used to keep track of employees punch in and outs as well as track hours they have worked on specific tasks.

Options

The options are displayed on the screen based on whether they apply to the Time Clock, the Task Clock, or General Settings. The table below lists all of the options in alphabetical order.

Adjust task clock in out times based on Shift Settings	This will adjust the first and last task clock in and out times based on employees shift setting based on what rounding and grace period was associated to the punch clock shift.
Append Training Sessions when Updating Employee Training Records	When this is not checked, the system will overwrite the Employee Training records with the most current information. When this option is checked, upon clicking on the 'Update Employee Records' button, the training items will append to the Employee Training Records. A new record will be added for that Sessions training item and the old training items will not be overwritten. This is a global setting that will affect all sessions.
Auto Log Off Task Clock In/Out screen (in seconds)	If a value is entered in this field, when a user does not log off the Tasks Clock In/Out form and the screen sits idle for the amount of seconds entered, the user will automatically be logged out of the form.

Clock in Errors	If an invalid punch occurs the system will generate a sound based on the attached WAV file and display an error message with the background color selected. To select the error's background color select it from the drop down list next to the Error Form Color field. To attach a WAV file select the folder button next to Error WAV File field and select the WAV file from the Open form.
Clock out of all tasks without reporting production when punching out of the Time Clock	If this option is checked, when punching out of the Time Clock, the employee will automatically be clocked out of all tasks and the task clock. If this is not checked when an employee attempts to clock out for the day from the Time Clock while still clocked into a task, the task clock in/out screen will appear to allow the user to clock out of the tasks and enter good parts/rejects. If the employee selects Close without closing the tasks, a warning will appear, 'Not all good parts have been reported against the process. You have not clocked out.' and the employee will not be clocked out.
Default to Select Task on Task Clock In	With this option checked when an employee clocks into a task, the 'Select Task' field will be highlighted for user entry rather than the 'Select Task Class' field.
Disable Clock In Employee Pick List	If this is checked the system will not display the Employee pick list at Clock In. If it is unchecked or Null employees can access the pick list. This applies to Clock In through EIQ, IQ_Clock standalone, RTStation and ShopData.
Display OK button when clocking in/out	If checked the OK button will display on the clock in/out screen.
Display Who is clocked in	If this option is checked a grid will display the employees that are currently clocked in in the Punch-in Clock module available in Time & Attendance, ShopData, and ASSYData. This also applies to the IQClock.exe. It displays their Name, Last Name, and Time in. The grid is sorted by Time In by default. A pick list is available to search for specific employee. Once a Clock In record, has a corresponding Clock Out record, it is removed from the grid.
Do Not Allow Employees to Task Clock In to Multiple Tasks	If this option is checked and an employee is task clocked in to a task, upon clocking into another task, the system will automatically clock the employee out of the previous record and will populate the time out in TA_LABOR.TIME_OUT with the current time. Checking this option will also expose the 'Allow supervisor override' option. If it is not checked employees can clock into multiple tasks.
Allow supervisor override	If 'Do Not Allow Employees to Task Clock in to Multiple Tasks' is enabled, this option will appear. When checked, a supervisor may allow an employee to clock into multiple tasks.
Do Not Require TA Clock In before Task Clock In	If this is checked employees will not be required to punch into the Time Clock prior to punching into the Task Clock. This applies wherever an employee can clock into a task: IQClock, ShopData, AssyData, and RTStation.
Edit via supervisor hierarchy	With this option checked when a user enters Clock In/Out Maintenance the list will automatically filter and show only employees which report directly to them. If it is not checked all employees will display, but the list can be manually filtered by clicking on the Employees/Supervisors button. The supervisor hierarchy is set up in Employee Maintenance on the Misc. tab using the Supervisor check box and Employee Supervisor fields.

	<p>Note: Supervisors must also have the pay group(s), that are associated to the employees they are the supervisor of, assigned to them in Security Inspector.</p> <p>Note: If the IQMS user is not a supervisor they are still allowed access to Time and Attendance forms, without any employee information, in order to establish security.</p>
Enable Final Assembly In/Out (Global)	This is the Global setting for enabling the Final Assembly speed button on all work stations. When enabled, IQ_Clock and Clock In/Out screens will have access to the Final Assembly speed button on all work stations.
Enable Final Assembly In/Out (Local)	This enables the Final Assembly speed button for an individual work station. For IQClock standalone, hit the Alt-shift-P keys. A pop up will appear with this parameter 'Enable Final Assembly (Local)'. To disable the task clock hit the Alt-shift-P keys and un-check the option. Enabling or disabling from System Parameters will also enable or disable the option in the shift-alt-p menu on the Clock In/Out screen and vice versa.
Enable Task Clock In/Out (Global)	This is the Global setting for enabling the task clock. If you enable Task Clock In/Out when an employee clocks in to work the Task clock will automatically come up for them to clock into a particular task.
Enable Task Clock In/Out (Local)	This enables the task clock for an individual work station. For IQClock standalone, hit the Alt-shift-P keys. A pop up will appear with this parameter 'Enable Task Clock in/out (Local)'. Check the option and you will see a small clock icon appear on the screen. This will allow the user to clock into and out of tasks. To disable the task clock hit the Alt-shift-P keys and un-check the option.
Mask Badge #/Emp # when Clocking I/O	If checked this will hide the badge or employee number when the employee is clocking in or out of Time & Attendance or in Shop Data.
Prevent Users from Clock In/Out within x seconds of Last Clock In/Out	If a value is entered for this option, when a user clocks In/Out the system will check to see if they have already done so within the parameter time. If so the user will receive the error 'Invalid interval between Clock IN/OUTs'. The error has an OK button, but will go away after 5 seconds if the user does not have an input device. The system will clear the previously entered badge/employee number from the field in order to prevent users from having Clock in/out records with blank seconds. NOTE: This parameter defaults to null and will not change how the software functions currently.
Prompt Setup Clock In for Work Orders	<p>If this option is checked, for all Mfg types except ASSY1/ASSY2/ASSY3, when the employee select a work order (WO), the system will pop up a confirmation asking 'Clock In as Setup?' with Yes/No buttons (defaults on the No button).</p> <ul style="list-style-type: none"> ▪ If No is selected, the employee will be clocked in as usual. ▪ If Yes is selected, the system will clock in the employee and mark TA_LABOR.IS_SETUP = Y.
Require Percent Complete for Project Tasks	If this is checked when an employee clocks out of a TL task they will be required to enter a percent complete.
Separate Pick lists for Projects and Tasks	With this checked, when an employee clocks into a TL, PM, AS, WO for ASSY, or JS type task they will first see the Project or work order pick list. Once a record is selected a pick list of tasks or processes associated to that record will appear. If this option is not checked only one pick list will appear containing both project and task information for all projects.

	<p>Note: If this option is unchecked, when clocking into a TL, PM, WO, or JS type task users that are not certified for the job/process will be able to log into certified processes through Time and Attendance Task Clock. Employees will receive the error if they are not certified when clocking into an AS type task because this setting does not apply as the system does not bring up the pick list. This also applies to Line Clearance required feature in AssemblyData.</p>
Supervisor may not edit own Timecard	<p>With this option checked the supervisor cannot insert, edit, or delete clock in and out details on their own record. If they try to make a change, a message pop message appears stating, 'Editing own timecard is not allowed.' Note: This does not impact the employee portal feature where employees sign off on their timecard, that function is still allowed.</p>
Supervisor must approve Timecards	<p>When this option is checked the system will only include approved clock in and outs in Time and Attendance Prepost Log calculations.</p>
Task Class is included as a prefix to the task barcode	<p>If the 'Default to Select Task on Task Clock In' option is checked then this option also becomes available. If it is checked, a single barcode can be used to put in the WO Class then the WO # all in one scan. After accepting the task scan, the system will parse the scan and apply the task prefix so the correct pick list will appear.</p>
Time allowed on task clock in before shift change (in minutes)	<p>This option helps to prevent the task time for employees who clock into a task early and just prior to shift change from being shown on the incorrect production shift. Enter the value in minutes for the time an employee is allowed to clock in early before a shift change. When the shift does change, the posted task time will be posted to that shift. Before the shift change, any tasks clock in times that may have been indicated with a 'Y' for the CLOCK_IN_EARLY column, will be converted to a 'N' at shift change so that the task time will be reported for that shift (after being calculated/posted for that shift prior to shift change).</p>
Time before automatically closing touch-screen message box (in seconds)	<p>This is used to indicate the number of seconds the punch clock confirmation form will display indicating whether an employee punched in or out. Default time is zero as a global option.</p>
Use Badge # for Clock I/O	<p>This allows the employee to log in to Time and Attendance or clock in/out through Shop Data using a badge number instead of the employee code.</p>
Use fingerprint for Clock In/Out	<p>This feature is obsolete.</p> <p>Please refer to the Time and Attendance Input Device Information TechNote.</p>

Other Basic Data Tables

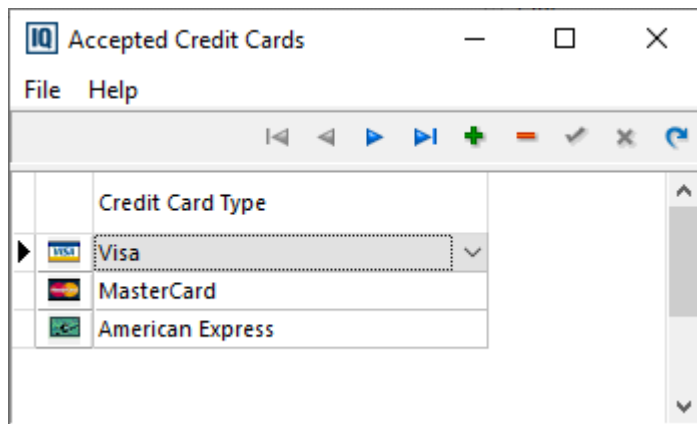
“Lists” Menu Option

The **Lists menu** displays many of the basic “lists” of data that should be filled in before using the system. Included in the list are items such as the reject, downtime, non-conform and non-allocate codes, access to cost elements, terms and tax codes, etc. All of these items can be accessed in other ways throughout the system. The list in System Parameters is comprehensive and is provided for easy access.

Following is **brief** information on all of the tables in the list. Please see specific chapters for a more detailed explanation of each list:

Accepted Credit Cards

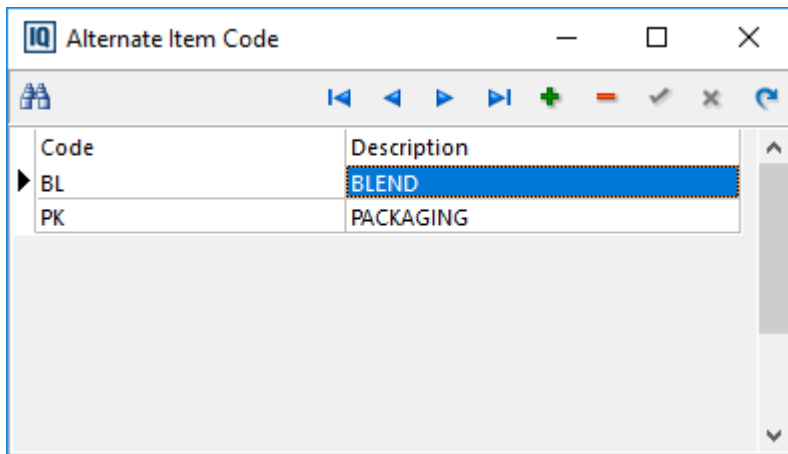
From System Parameters->Lists menu users can access the Accepted Credit Cards list. This is a list of the credit cards that are accepted by your company.



Click on the ADD (+) button and select the Credit Card type from the drop down list.

Alternate Item Codes

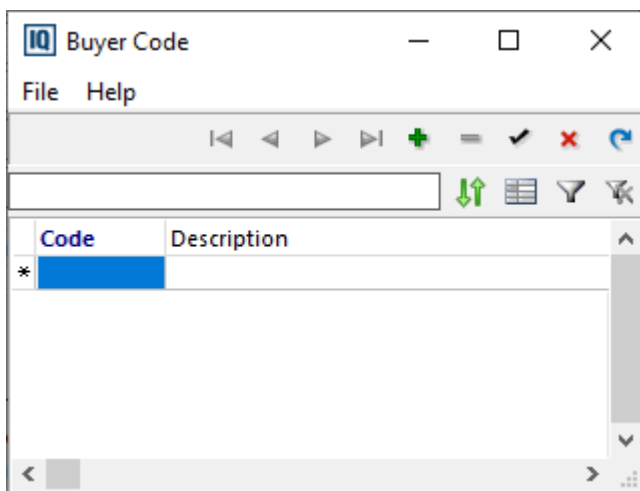
Alternate Item Codes are used when substituting items from Material Exceptions when the Alternate Item # option 'Alternate item is applied to work order allocation' is selected in System Parameters->Inventory Setup tab. When this option is selected users can substitute alternate items from material exceptions for specific work orders. The associated WO becomes firm. A substitute BOM is not created, instead the alternate item shows on the Material Allocation screen.



See Alternate Items for more information.

Buyer Code

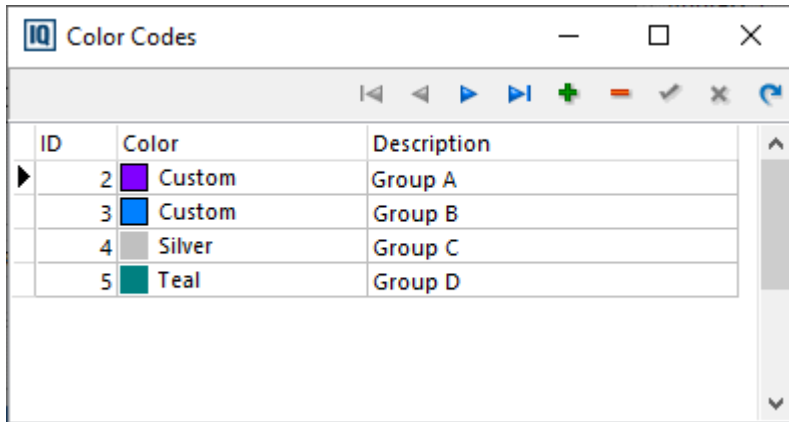
From System Parameters->Lists menu users can access the Buyer Code list. This list is used to assign a buyer code to an inventory item. The code associated with the inventory item is displayed in the Material Exceptions and Daily Projected Material requirements. These forms can be filtered to display only items associated to a specific Buyer Code.



To add buyer codes, select the ADD (+) button and enter a Code and Description. Codes can only be deleted if they are not assigned to any inventory item.

Color Group Codes

From System Parameters->Lists menu users can access the Color Group Codes list.



ID	Color	Description
2	Custom	Group A
3	Custom	Group B
4	Silver	Group C
5	Teal	Group D

Inventory items can be associated to a color group to be used on the GVS Schedule to display the work orders in the color associated to the main material of the BOM. This allows users to quickly identify like materials for grouping on the schedule.

Select the Add (+) button to create a new Color Group Code. Enter the description and click on the ellipsis button on the Color field to access the color chart. Select the desired color from the chart and press OK. Once the list is created the user can associate inventory items to a color code in Inventory->Additional tab->Color Group Code. Select the Color Group code from the drop down list. The Color Group Codes list can also be accessed from the Miscellaneous menu in inventory.

Cost Elements

From System Parameters->Lists menu users can access the Cost Elements list.

Element Description	Type	COGS GL Account #	Production Variance GL Account #	Receive / Dispo GL Account #	Accrued Receipts GL Account #
Raw Material		5015-00-00-00	5030-00-00-00	1155-00-00-00	
Components		5016-00-00-00	5030-00-00-00	1157-00-00-00	
Overhead	Overhead	5298-00-00-00	5299-00-00-00	5297-00-00-00	
Labor	Labor	5198-00-00-00	5199-00-00-00	5197-00-00-00	
Packaging		5017-00-00-00	5030-00-00-00	1156-00-00-00	
Out Sourced	Outsource	5010-00-00-00	5030-00-00-00	1150-00-00-00	
Tooling Labor	Labor	5198-00-00-00	5199-00-00-00		
Material-Tooling		5015-00-00-00	5030-00-00-00		
Design Labor	Labor	5198-00-00-00	5199-00-00-00		
Other Labor	Labor	5198-00-00-00	5199-00-00-00		
Other - Maintenance		5205-00-00-00			
Fixed Overhead	Fixed Overhead	5298-00-00-00	5299-00-00-00	5297-00-00-00	
SETUP LABOR	Labor	5198-00-00-00	5199-00-00-00		

Cost Elements are used in standard costing. Basic cost elements are created with COGS, Variance, Receive/Dispo, and Accrued Receipts GL accounts assigned to them. These cost elements are then assigned to manufactured and purchased inventory items. To add or delete cost elements use the **Add (+)** and **Minus (-)** buttons on the navigator bar. Note: Cost Elements cannot be deleted if they are attached to inventory records.

For additional information Cost Elements in the **Standard and Actual Costing Manual**.

Country List

This is a default list of Countries with applicable ISO 3166 information. This is the list that will display when entering a Country in areas such as Customer and Vendor Maintenance.

There is a default list provided that is ISO 3166 compliant, but new countries can be added by selecting the insert record button and entering the details for the country. The default list may be modified as well, if needed.

This list includes the following fields:

#	Sequential number. The sequence of the countries can be changed by using the up and down arrow buttons.
Country Name	Country Name

ISO Alpha-2 Code	ISO two character code
ISO Alpha-3 Code	ISO three character code
ISO Numeric Code	ISO numeric code (2 or 3 digits)
Default Spelling?	When checked the system will use the default spelling of the Country Name.
Hide from Pick Lists	Check this box to hide the country code from any pick lists.
ISO Short Name	The abbreviated country name per the ISO 3166 specifications.
ISO Full Name	The full country name per the ISO 3166 specifications.

The lower section displays the subdivisions of the country such as States and Regions.

Cycle Count Codes

From System Parameters->Lists menu users can access the Cycle Count Codes list. This is a user defined list used in Physical Inventory to perform Cycle Counts for items. To create the list click on the ADD (+) button and enter the Code, Description, Sales Rank %, and Counted Per Year.

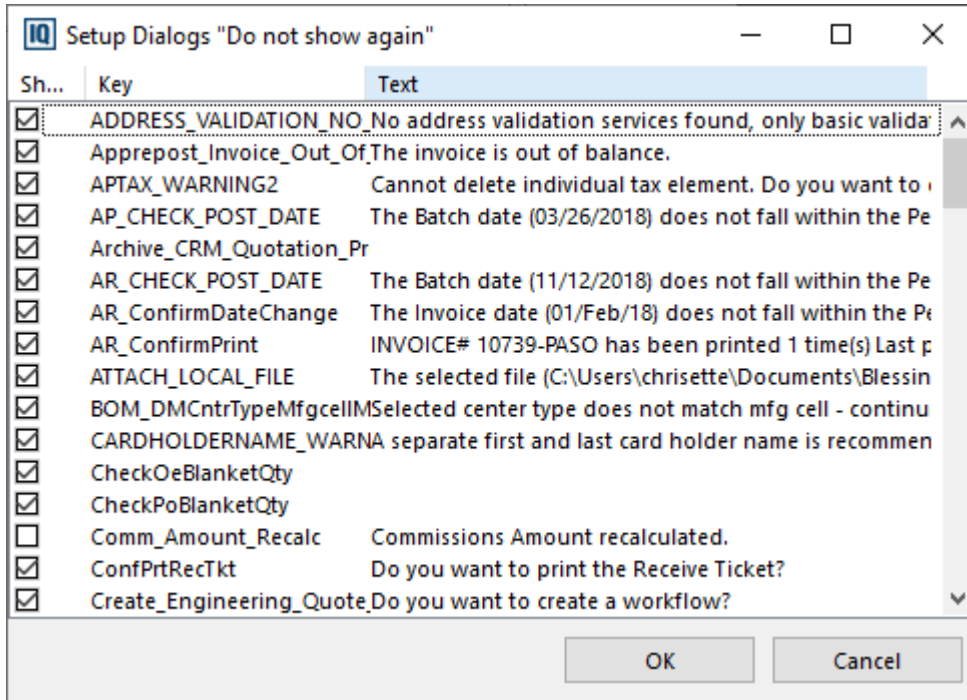
The screenshot shows a window titled 'Cycle Count' with a menu bar containing 'File' and 'Help'. Below the menu bar is a section labeled 'Ranking Based On' with a dropdown menu currently set to 'Sales'. Below this is a toolbar with navigation and action icons. The main area contains a table with the following data:

Seq #	Code	Description	Rank %	Counted Per Year	Cycle Count Code Date Based On
1	A	PRIORITY COUNT	30		
2	B	HIGH COUNT	25		
3	C	MEDIUM COUNT	20		
4	D	LOW COUNT	15		
5	E	MINIMAL COUNT	10		

Please refer to the Cycle Count Codes section for details.

Dialog Check Boxes

From System Parameters->Lists menu users can access the Dialog Check Boxes form.



Dialog check boxes are used to specify if you want certain messages in the software to show or not. To have the message show, click the show box. If you do not want to see the message, un-check the box. This can also be accessed from the Options menu on the launcher bar.

Note: After updating IQ to a new version this form may appear blank until the area of the software where a 'Confirm message' appears or would appear has been accessed. The 'Show' setting is remembered.

This option is also available from the Options menu on the IQ Launcher Bar.

Discount Tiers

From System Parameters->Lists menu users can access the Discount Tiers.

The screenshot shows the 'AR Discount Tiers' application window. The top table lists various discount tiers with columns for Tier Discount, Tier Price based on, Aggregate, Customer Type, Item Type, Discount Price, and Item Class. The bottom table shows the 'Waterfall Level' table with columns for Waterfall Level, Discount Percentage, Inactive Date, Effective Date, and WebDirect - Show.

Tier Discount...	Tier Price based on...	Aggregate	Customer Type	Item Type	Discount Price	Item Class
5	Price based on Price Break	<input type="checkbox"/>	DIRECT	AUTOMOTIVE	50	
10	Price based on Price Break	<input type="checkbox"/>	OEM	RESELL		
10	Price based on Price Break	<input type="checkbox"/>				
15	Price based on Price Break	<input type="checkbox"/>	DISTRIBUTOR	RESELL		
	Price based on Price Break	<input type="checkbox"/>	BOGO CUST	BOGO		
	Price based on Std. Price	<input type="checkbox"/>	OEM	AUTOMOTIVE		

Waterfall Level	Discount Percentage	Inactive Date	Effective Date	WebDirect - Show
1	5			<input type="checkbox"/>
2	10			<input type="checkbox"/>
3	15			<input type="checkbox"/>
4	20			<input type="checkbox"/>
5	25			<input type="checkbox"/>

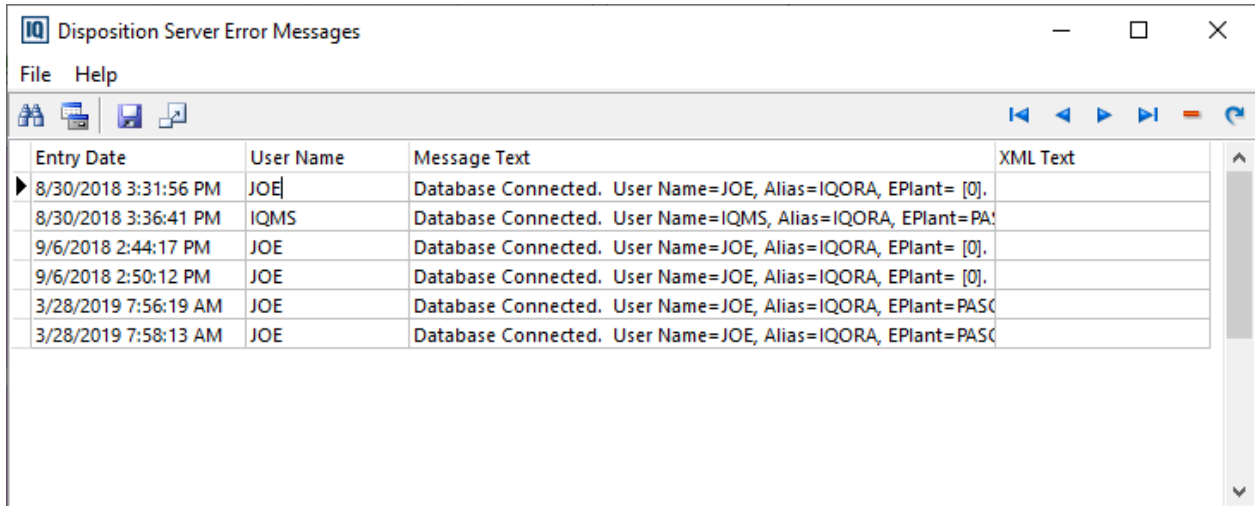
In many cases, proprietary manufacturers need to offer different pricing structures to different types of buyers. The system supports the concept of Tier Level pricing, designed to provide a flexible mechanism for handling unique pricing levels.

Pricing is based on the existing price structure supported in the system. This serves as the basic price list. Discounts are applied against this list during Order Entry, and are automatically reflected on the order during entry.

To set up tier pricing the user needs to create Customer types, Item types, then create the tier table. For a detailed explanation see Creating the Tier Types Table in the inventory section.

Disposition Server Error Messages

From System Parameters->Lists menu users can access the Disposition Server Error Messages.

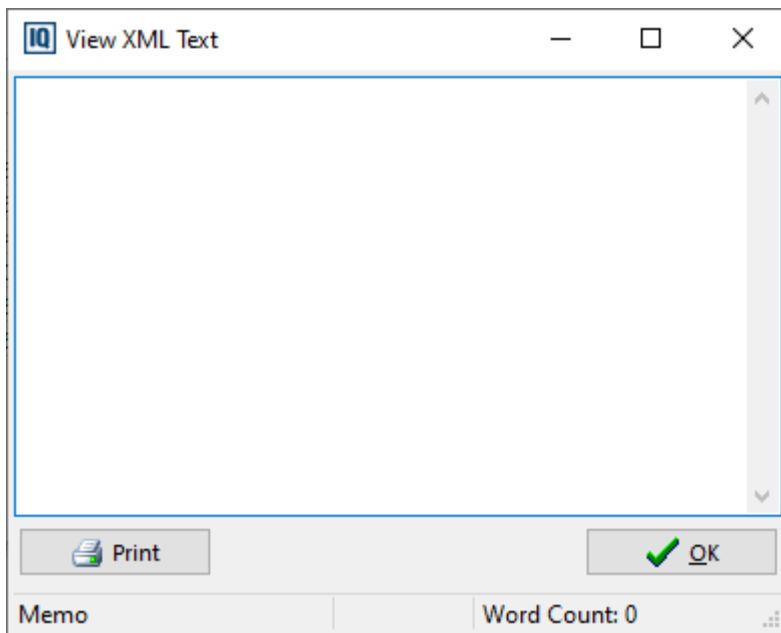


Entry Date	User Name	Message Text	XML Text
8/30/2018 3:31:56 PM	JOE	Database Connected. User Name=JOE, Alias=IQORA, EPlant= [0].	
8/30/2018 3:36:41 PM	IQMS	Database Connected. User Name=IQMS, Alias=IQORA, EPlant=PA	
9/6/2018 2:44:17 PM	JOE	Database Connected. User Name=JOE, Alias=IQORA, EPlant= [0].	
9/6/2018 2:50:12 PM	JOE	Database Connected. User Name=JOE, Alias=IQORA, EPlant= [0].	
3/28/2019 7:56:19 AM	JOE	Database Connected. User Name=JOE, Alias=IQORA, EPlant=PASC	
3/28/2019 7:58:13 AM	JOE	Database Connected. User Name=JOE, Alias=IQORA, EPlant=PASC	

This log displays any Disposition Server error messages. The error log also saves the XML file that IQRF sent to Dispo Server which can be saved, printed and reprocessed to complete the faulty disposition.

Save XML - Select the disc icon, right click, or select 'Save XML to File' from the File menu to save te XML. Name the file and select the location in the pop up form.

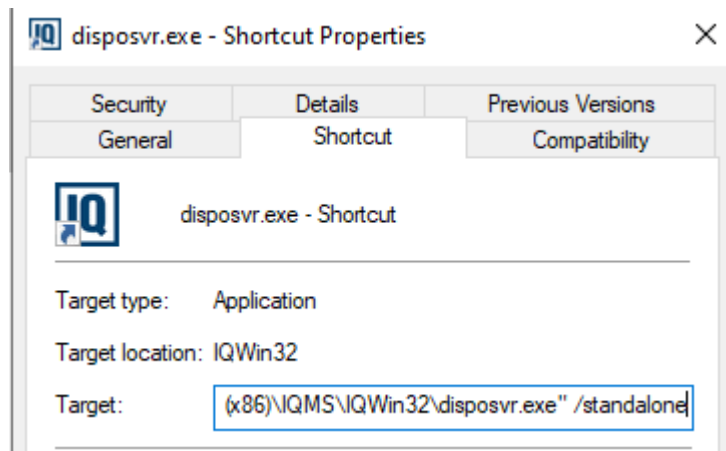
Zoom XML - Select the Zoom button or select Zoom XML from the File menu to view the XML Text. The XML text can be printed by selecting the Print button.



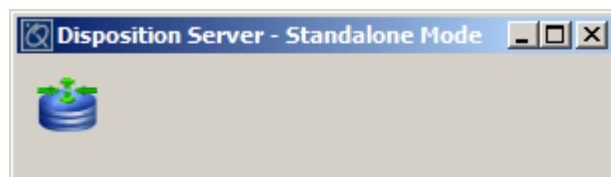
Purge Records - Select this option from the File menu to Purge error messages.

Disposition Server

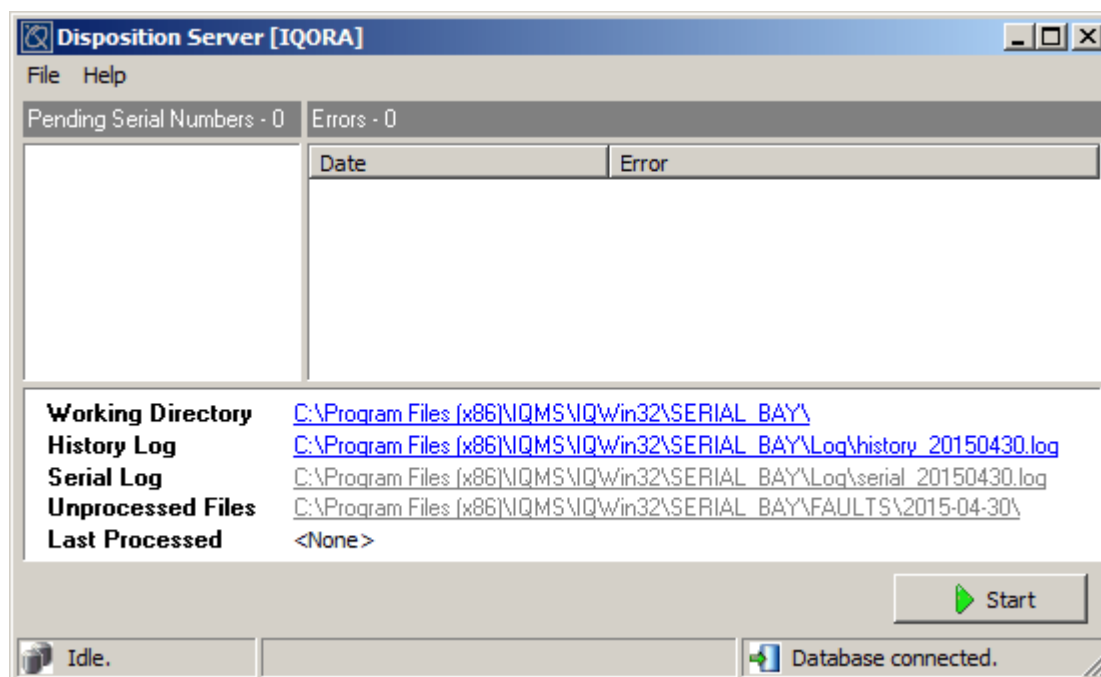
Disposition Server can be opened on the desktop by putting ' /standalone' in the target line of the DispoSvr shortcut.



Double click the shortcut and the Disposition Server - Standalone Mode launcher will open.



Click the Disposition Server button and the module will open.



File Menu:

- Add Test List - Allows users to add a serial test list in the pop up form.
- Disposition Server Error Messages - Opens the error message form (same form accessed from System Parameters)
- Start Up
- Shut Down

Distribution Centers

From System Parameters->Lists menu users can access the Distribution Centers list. Distribution Centers can be attached to any ship to address for multiple customers. The distribution center is attached to the Ship To address in the Customer Maintenance module on the Ship To tab in the Distribution Info section. This is then used by the multiple packing slip bill of lading (BOL) module. The BOL will use the distribution center address rather than the shipping address and group all shipments to the same distribution center onto one BOL. This address can be used across different customers.

Company	DC ONE	Contact	
Address 1	12345 W. 66th AVE	<input type="checkbox"/> Use USA mask	
Address 2		Telephone #	
Address 3		Fax #	
City	DENVER	Extension	
Country		EPlant	PASO PLANT
State or Region			
Postal Code	80215		

Click on the ADD (+) button and enter the information in the fields.

For additional information please see Bill of Lading for Multiple Packing Slips.

Divisions/Warehouses

Creating Divisions/Warehouses is an additional means to distinguish business entities beyond Manufacturing Cells. EnterpriseIQ requires the user to select either Divisions or Warehouses for their facilities. Warehouses are recommended for facilities used for inventory storage, while Manufacturing Divisions are recommended for facilities where production occurs. Divisions and Warehouses' primary purpose is to affect the field label text in the system, with the exception being in querying Inventory Availability, where filtering can only be done if the Warehouse option is selected. (This TechNote will describe this functionality using the term warehouse).

In facilities that have EPlants, Warehouses are attached to an EPlant, and Manufacturing Cells are attached to Warehouses. An EPlant can have unlimited Warehouses, with each Warehouse having unlimited Manufacturing Cells. The user attaches Warehouses to Master Locations in Inventory (as opposed to the items themselves) and they are also attached to the Customer Ship-To addresses. Material will flow through the system based on a specified Warehouse.

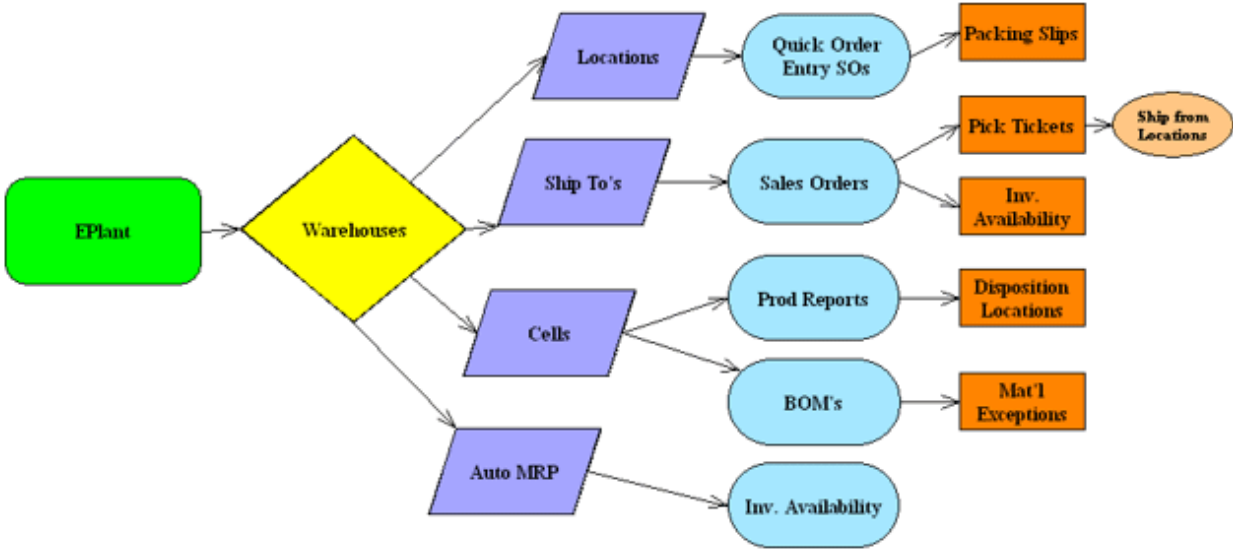
Since the Warehouse is associated with a Manufacturing Cell, all of the BOM's associated to that cell will reference that Warehouse. This will affect any material exceptions for the items associated to the BOM, therefore affecting both the purchase orders and receiving functions. Eventually the items are housed in a location associated to the Warehouse.

Manufacturing Cells that reference a Warehouse will also effect the production dispositioning function. When production reporting for a specific cell, the system will only add/remove items to and from locations associated with the corresponding Warehouse.

The Customer Ship-To address associated to the Warehouse will carry forward to any Sales Orders and system-generated Work Orders allowing the user to view the inventory availability filtered by Warehouse. In addition, the pick ticket function can be filtered to see only what is available to ship, based on a Warehouse.

Auto MRP can also be set up for a specific Warehouse, which will create work orders assigned to the Warehouse, and will affect both inventory availability and dispositioning.

Below is a flowchart showing how the use of Warehouses flows through the system:



Note: Users are strongly encouraged to go ‘all in, or all out’ in their setup for divisions, including Mfg Cell setup by division for BOMs and Work Center scheduling, Locations with specified divisions for inventory transactions, etc.

Set Up

Division or Warehouse Label

Users can choose to have the system display 'Warehouse Division' or 'Manufacturing Division' through its selection on the Company File Information (Application tab) screen in Sys Setup->System Parameters.

Selecting 'Warehouse Division' over 'Manufacturing Division' will only affect the function of the system in Inventory Availability. If the 'Warehouse Division' is selected, the user will be able to filter availability based on a Warehouse. Otherwise the system uses this setting to determine the field label wherever the division filter is available. Throughout the modules and in report generation, 'Warehouse' will be displayed if 'Warehouse Division' is selected, and 'Division' will be displayed if 'Manufacturing Division' is chosen.

Create List of Divisions/Warehouses:

You can create your customized list of Manufacturing Divisions or Warehouses by bringing up the following pop-up screen from System Parameters, and under Lists, choosing Divisions/Warehouses.

Name	Description	EPlant	Override Serialized Inventory Control	Plug Value	User Text 1	User Text 2	User Text 3
A	WAREHOUSE A	PASO PLANT	<input type="checkbox"/>				
B	WAREHOUSE B	PASO PLANT	<input type="checkbox"/>				

EPlant - The EPlant field will populate with the EPlant the user is currently logged into. It can be changed by clicking the ellipsis button in the field and then selecting the correct EPlant from the list in the Assign EPlant form.

Plug Value - The Plug Value field is used for informational purposes only.

User Text - The three User Text fields are field selections in the account structure for the Division table and can be used to meet specific business requirements.

Use the search field to find a specific record by typing text in the white box. This form also includes 'Filter dataset' functionality.

Override Serialized Inventory Control (SIC) - If this is checked the system will allow the following transactions within the Division/Warehouse to occur without selecting specific serial numbers.

- Inventory Transactions/Locations - The system will allow drag and drop between locations for a serialized inventory control items (SIC) that are attached to a division that is set to override SIC. If trying to drag and drop to another Division/Warehouse that is not checked, the user will receive 'Override Serialized Inventory Control mismatch detected - Transaction aborted.' message. The user will not be allowed to move the items.
- Pick Ticket - SIC processing is not required during pick ticket creation if the Division/Warehouse is set on the pick ticket header or the Ship To is attached to a Division/Warehouse and that Division/Warehouse is set to Override SIC. In IQRf or WMS, the user can switch to Item # to complete the pick ticket process.
- Receive Intercompany Shipments - If the Receiving Division/Warehouse is set to Override SIC, the system will not require serial numbers to receive into a location assigned to the Division/Warehouse.
- Physical Inventory - The system overrides the SIC restrictions for SIC items in a location associated to a Division/Warehouse with the Override SIC option checked. When posting the physical inventory, users can continue through the process without receiving any errors.

Once these Warehouses have been created, they can be associated to Inventory Locations, Customer Ship-To addresses, and to Manufacturing Cells.

Areas in EnterpriseIQ with Warehouse/Division

Inventory Locations

From the System Parameters screen select Lists, then Locations to bring up the list of Master Locations. New locations can be created using the Insert (+) button and then have a warehouse attached to it by selecting the correct Warehouse from the drop down list

To assign a warehouse to an existing location, highlight the location and select the correct Warehouse from the drop down list. Once a warehouse is assigned to an existing location a message will appear stating, "Items attached to this location will now be assigned to the specified division and warehouse."

Note: When associating a Warehouse to a *new* location, that the user will not see the Confirm message above.

Manufacturing Cells


Each Manufacturing Cell can be associated to a specific Warehouse. From the System Parameters screen select Lists, then Mfg Cells. Highlight the desired Mfg Cell and select the Warehouse to associate to the cell from the drop down list.

Manufacturing Cells can be associated to specific Bill of Manufacture's (BOM's) and each Manufacturing Cell can be associated to a Warehouse. When a Sales Order is entered against an item with a BOM, the system looks up the Warehouse on the Manufacturing Cell and allocates raw material inventory based on locations with a matching Warehouse. This information flows through to the Material Exception reports and allows the user to filter the exceptions based on a Warehouse.

Inventory PO Parameters by Division

For purchased items only users can set up the PO Inventory Parameters per Warehouse/Division. This functionality allows users to enter specific settings for situations where different Warehouses/Divisions have different needs. For example, you may need to carry 100000 of item A in your main manufacturing facility because you are producing items that use this item in a large quantity. However, in another division you may only want to have 200 on hand to cover repairs.

Note: When information is set up by division the PO parameters section on the main Inventory form will be grayed out and the system will use the division parameters or global parameters only. The system will default to the global parameters for PO Safety, PO Scope and/or PO Range if the Division settings are null or 0. It will allow for mix and match, for instance you could have PO Safety and PO Scope specified for a division while PO Range = 0, which would then default to global PO Range.

To enter this information select the button above the 'Min Order' field . A form will appear to enter the six parameters per Warehouse/Division. Select the Warehouse/Division from the pick list accessed by clicking the ellipsis button in the Warehouse/Division field. (Note: The name of this field will either be Warehouse or Division based on the Division setting on the Company File Information->Application tab in System Parameters). Enter the values in the Min Order, Max Order, Reorder Point, PO Safety, PO Scope, and PO Range that pertain to this item for the specific Warehouse/Division. The system will use these values in material exceptions.

Note: The system will separate the requirements based on the division associated to the MFG Cell on the BOM or the work center. If the BOM has a MFG Cell with a division the material requirements will be separated for the specific division if the work order is not scheduled or scheduled on a work center with a division associated to the MFG Cell. If it is scheduled on a work center without a division linked to a MFG Cell, the requirements will be included in the non division requirements. If the BOM does not have a MFG Cell with a division the material requirements will only be separated for a division if the work order is scheduled on a work center with a MFG Cell with a division.

Material Exceptions

The Material Exceptions reports can be filtered to display requirements for a specific Warehouse. When filtered, the requirements will only display information for materials associated to a BOM with a Mfg Cell linked to the selected Warehouse. If the filter is not selected, the material exception report will display multiple line items for a single raw material based on the various Warehouses.

The following screenshot depicts an example of this workflow:

Material Exception List

File Reports Help

Projected Exception | Requirements on Past-Due PO's | Raw Material Below Minimum | Ideal vs. Existing

Item #	Description	On Hand	Class	Revision	UOM	Warehouse	Total Exception	Left To Order	EPlant ID
101508 I	101508 INJ		FG		EACH		5000.00	5000.00	1
103007FG	103007 FG	2396.00	FG		EACH		12600.00	12600.00	1
103007PL	103007 PL		PL		LBS	WHSE 1	964.39	964.39	1
103007PL	103007 PL		PL		LBS	WHSE 2	267.51	267.51	1
103007PL	103007 PL	-322.14	PL		LBS		786.57	0.00	1
10A	10a		FG		EACH		4000.00	4000.00	1

Must Order By	Must Arrive By	Should Arrive By	Order Quantity	Vendor #	Company
10/6/2008	10/14/2008	10/13/2008	224.30	AMP00	AMERICAN POLY
10/7/2008	10/15/2008	10/14/2008	691.59	AMP00	AMERICAN POLY
10/20/2008	10/28/2008	10/27/2008	44.57	AMP00	AMERICAN POLY
10/21/2008	10/29/2008	10/28/2008	3.93	AMP00	AMERICAN POLY

Work Order #	Date	Quantity	Order #	Item #	Description	Release Date	Release Quantity	Customer
147843	10/15/200	224.30	819-PASO	103007FG	103007 FG	6/10/2008 2:33	5000.00	PLP00
147843	10/16/200	691.59	819-PASO	103007FG	103007 FG	5/24/2008 2:33	5000.00	PLP00

Filter: EPlant_ID <> Null and EPlant_ID = 1

Item # 103007PL is listed twice, once for WHSE1 and once for WHSE2. The 103007 FG is produced in a Mfg Cell associated to WHSE1. The On Hand quantity displays only the amount available in a location associated to WHSE1. The same applies to WHSE2.

For purchased items the amount to order is calculated using only the on hand quantity for the associated warehouse (based on the Manufacturing Cell associated to the parent item through the BOM). The system will not look at on hand inventory for another warehouse to meet the requirements for the purchased item.

The Warehouse will be automatically associated to a Purchase Order created from Material Exceptions. When the item is received, only those locations associated to the Warehouse will be available in the pick list. This ensures the received items are put into a location in the correct Warehouse.

Production Reporting

When Manufacturing Cells are associated to a Warehouse, the BOM's associated to that cell are linked to the Warehouse. When a Production Report is created based on a Manufacturing Cell associated to a Warehouse, all items dispositioned will be added/removed from locations associated to the Warehouse. If the disposition by *Selected Item* is chosen, only locations associated to the Warehouse will be available in the pick list. During Auto-Disposition, the system will only disposition to locations associated to the applicable Warehouse. If no location exists in the correct Warehouse, the system will warn the user and create one based on the hierarchy.

For example, if the Work Center has a disposition location associated to it, labeled ST-1, but that location is not assigned to the Warehouse, the system will create a new location called ST-1 – "Warehouse Name" and mark it the default. If no default disposition locations currently exist, the system will create one called Temporary-"Warehouse Name" and mark it as default.

Customer Ship To

The Customer Maintenance module is where users can associate a specific Warehouse to a Customer Ship-To address. When a Sales Order is created for a Ship-To address with a Warehouse linked to it, the system will associate that Warehouse to the generated Work Order and make this information available in the filtered inventory availability module. (**Note:** The setting in System Parameters must be set to Warehouse Division in order to filter Inventory Availability).

To associate a specific Warehouse to a Customer Ship-To address, select the Customer Maintenance button on the AR tab. From the Ship To tab, select the desired Ship-To address. From the Details tab at the bottom of the form select the Warehouse from the drop down list.

Auto MRP

Auto MRP can be set up for inventory items based on a specific Warehouse. Select the desired manufactured item from Inventory, and from the File menu, select Auto-MRP. Each manufactured inventory item can have the Auto-MRP set up as a default or Warehouse specific.

Note: Only set up Auto-MRP for either Warehouse specific or default for each individual item, but not both default and by Warehouse. Users can utilize both types within the system but not for a single item.

To setup Auto-MRP for an item by Warehouse select the ADD (+) button in the lower section of the screen. Select the Warehouse from the drop down list and fill in the values for the Mfg Order Point, Qty to Mfg, etc. Upon saving the entry (by clicking on the checkmark (a), the Order # will automatically populate with the system's internal Sale Order number. Additional Auto-MRP information may be created for other Warehouses by selecting the Add (+) button again and repeating this process.

Once inventory in the specific division for an item falls below the Mfg Order Point, and Update Schedule is run, a Work Order will be generated with the associated Warehouse. Auto MRP by division creates work orders that are a special order type in PTAllocate. These orders are not combined with planned or forecast work orders. The dynamic allocation by update schedule will only allocate on-hand from that division to that work order. This type of Auto MRP is used to re-stock parts back into that division. The work order and production reporting will still look at the BOM warehouse when determining where to put the product at time of dispositioning. The product will disposition to the BOM division and then will have to be 'moved/shipped' to the Auto MRP re-stock division.

(Refer to to the Auto-MRP topic in the help files for additional information).

Work Orders

Work orders will display the correctly associated Warehouse when either created for a Sales Order having a Ship-To address associated with the Warehouse, or when Auto MRP triggers a Sales Order specific to a Warehouse. The Warehouse will display in the bottom right 'Delivery Qtys' section. This information will populate automatically when the Work Order is generated through the Update Schedule process.

By default Non Auto MRP work orders are not generated separately based on a Warehouse. A single Work Order may have multiple Warehouses associated to it. The Warehouse designator on a Work Order is informational only and reflects the Warehouse associated to the ship to address on the sales order. During update schedule the system will consider inventory from all locations in determining the work order quantity, not just locations associated to the warehouse.

However, there is an option in Scheduling Parameters called Allocate By Division. With this option checked, manufactured items are allocated by division. Manufactured items associated to a division on a sales order will be allocated to that division during the update schedule process. Inventory locations with a division will be allocated to the corresponding division from the sales order. Inventory items in a location not associated to a division will be allocated to a division requirement based on requested date. There is no cross over between divisions. Essentially, the rules are: division inventory ONLY allocates to orders for that division, and inventory in a location without a division allocates to division orders based on date.

For example, a sales order is created with a division 1 ship to address for 20000 items. There are 3000 items in a division 1 location, 2000 in a location without a division, and 1500 in a division 2 location. If this option is checked the work order will be created for 15000 pieces ($20000 - (3000 + 2000)$), since the on hand in division 2 is not considered to meet the demand. If this option is not checked the work order would be created for 13500 pieces ($20000 - (3000 + 2000 + 1500)$), since the on hand from division 2 will also be allocated to the demand.

Locations and Transactions

The Transactions screen can be filtered to show On Hand quantities based on a specific warehouse. Select the Filter button and choose a warehouse from the list. The top section will display the warehouse caption on the top of the box "Warehouse = xxxxx" or "Warehouse = All" if the Division filter is not set.

Inventory Availability


Inventory can be viewed by warehouse/division in Inventory. From the Sales/Dist tab select the Inventory Availability button.

The middle grid displays the current On Hand, ICT On Hand, Outsource On Hand, Ship Staging On Hand, Non Allocate On Hand, and Non Conform On Hand for the item and broken down based on Division(s).

For the Item Summary Level, the Available to Promise calculation will use the Total On Hand available in the all warehouses less any VMI. It is calculated: (Total on hand for all warehouses + scheduled WO's for specific warehouse) – (Backlog for specific warehouse).

Pick Tickets

In Inventory Availability mode, users can filter the Pick Ticket module to only display items 'Ready for Shipping' for a specific warehouse, all warehouses, or ones where no warehouse is assigned. To first filter the Pick Tickets for a specific division/warehouse select the filter button at the top of any pick ticket.

From the Sales/Dist tab select the Pick Ticket button. From the main form select the Filter button  and select the desired Warehouse from the pop up form. Select All Warehouses, No Warehouse Assigned, or a specific division/warehouse from the drop down list.

If a warehouse is selected, the 'Ready for Shipping' screen will only display items ready to ship for the selected Warehouse. (The filter setting is in red at the bottom of the form).

Select the item(s) to ship. If you are not using the default shipping designator option, select the locations to relieve the inventory from.

On Pick Tickets, the Warehouse associated to a customer's 'Ship To' determines the location inventory will be relieved from. Only locations associated with the Warehouse will appear in the pick list.

Note: The pick ticket module will only recognize new Sales Orders with a Customer Ship-To address associated to a Warehouse. It will not recognize a Sales Order that was created before the Warehouse was associated to the Customer Ship-To address.

Creating Packing Slips from Sales Orders

Multiple Pack Slips by Division

If the 'Quick Order Entry' and 'Pick On Hand Inventory to Ship' options are selected in the Sales Order module, users can select 'Multiple Pack Slips by Division' from the drop down on the Create Packing Slip speed button, and the system will create a Packing Slip for each Warehouse/Division represented in the sales order detail line items.

When the Pick On Hand Inventory to Ship option is checked, instead of just entering the quantity in the field, users will select the location(s) to be used to fill the order. After selecting an item, the 'Assign Quantity and Locations' form will display for the user to enter the Pick Quantity in the desired locations. Users can select the Filter button to exclude: In Transit, Hard Allocated, Expired, Non-Allocate, Non-Conform, VMI, and Make To Order locations.

The system sums the user picks by the warehouses/divisions associated to the selected locations. The first warehouse/division is populated in the Warehouse/Division field for the Line item along with the Pick Qty. If more than one warehouse/division is selected, an additional line will be created to sum the pick quantity for that warehouse/division. For example, if the user made two picks from inventory from two different warehouse/divisions, there would be two line items for the same Item#.

When the item(s) are ready to ship select the Multiple Pack Slips by Division option from the drop next to the Create Packing Slip speed button on the Sales Order to have the packing slips created automatically. A Confirm message will appear with a Yes and No button (security can be placed on the Yes button). Once Yes is selected a form will appear listing the generated packing slips. Notes that appear when creating a packing slip using the standard method, such as the packing slip note and the close order pop up, will still appear when creating multiple packing slips with this method.

This form will list the packing slips generated by the system and includes the Division Name, Packing Slip #, Ship Date, Company information and more. User can right click and select 'Jump to Packing Slip' to open the highlighted packing slip.

Downtime Codes

From System Parameters->Lists menu users can access the Down Codes.

Code	Description	EPlant ID	Is Chargeable	Planned Down	Setup	Inactive	CUSER1	CUSER2
MELEC	ELEC PROBLEM		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
MHYDR	HYDRAULIC PROBLEM		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
MOILL	OIL LEAK		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
MPME	SCHED PM ELEC		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
MPMH	SCHED PM HYDR		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
MWAIT	WAITING FOR MAINT		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
PIDLE	IDLE/NO WORK		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
PMAT	NO MATERIAL		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
PNOP	NO OPERATOR		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
PSET1	SETUP JOB		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
PSET2	TEARDOWN JOB		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
PSYS	SYSTEM FAILURE		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Downtime codes are used to specify the reason for downtime during production. These codes are used in Production Reporting and RealTime. This selection allows the user to give a reason as to why a work center was down. This will only apply to unscheduled downtime. Unscheduled downtime is determined by RealTime as not receiving a cycle typically after 3 times the standard cycle time has past. At this point RealTime will open a DOWNTIME INTERVAL and keep track of how long the machine was down. As long as the machine is down, it is referred to as an OPEN INTERVAL. When RealTime receives a cycle, it closes the downtime interval. The downtime is now referred to as a CLOSED INTERVAL.

Select **Add** [+] from the Navigator bar and enter the information in the following fields:

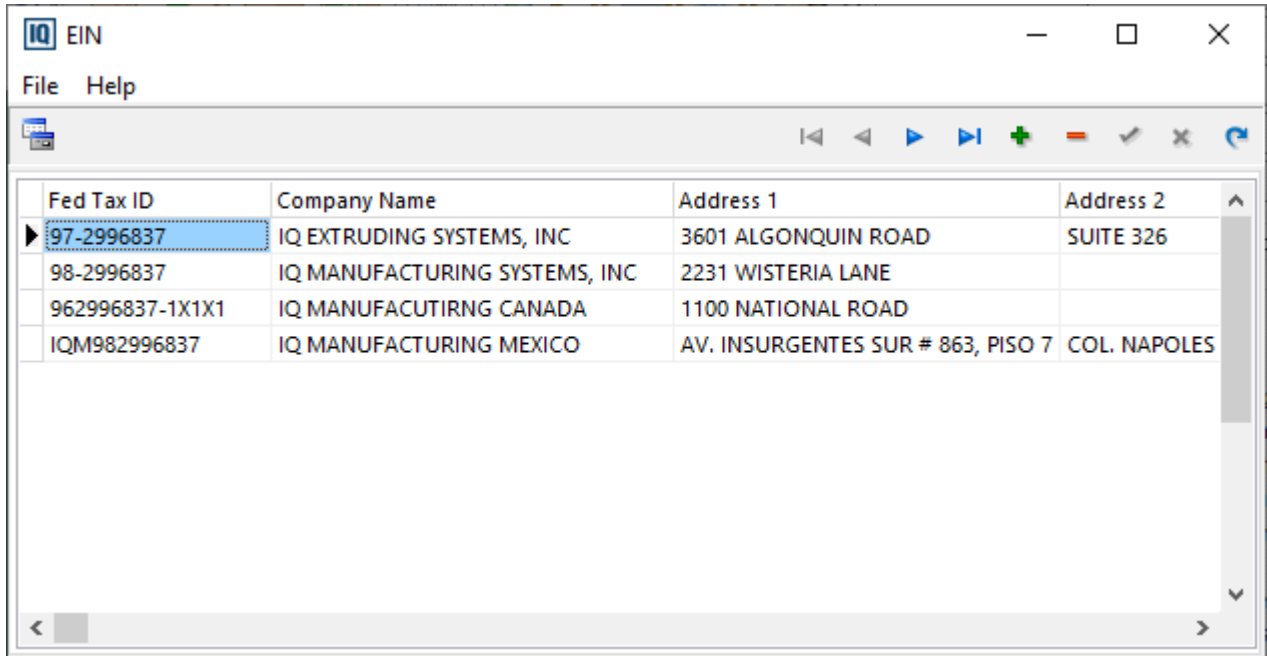
Code	The code may be a combination of both letters and numbers, up to five characters.
Description	The description of the downtime code.
EPlant ID	Downtime codes can be EPlant specific. The EPlant ID will be automatically assigned based on the EPlant the user is logged into at the time it is created or can be manually changed by selecting the ellipsis button in the field and selecting the EPlant from the Assign EPlant form. When accessing downtime codes the system uses a soft filter - where users will see codes associated to the EPlant they are logged in as as well as codes without an EPlant assigned.
Is Chargeable	The Is Chargeable field can be checked in order to include the downtime as a chargeable cost in production. Chargeable downtime will be included in the actual overhead cost calculation during dispositioning and flow through to post inventory transactions. (See Production Variance Calculations in the Post Inventory Transaction Examples section for more information).
Planned Down	Check this box if the downtime code is considered planned downtime. The system distinguishes between planned and non planned downtime for the OEE calculations on the RealTime™ Monitoring views. Planned downtime is subtracted from the Available time calculation. Also, it will not be considered as Unplanned Down in RT Meter and the Realtime Plant Efficiency View.
Setup	Check this box if the downtime code is setup related. When the production report is created, the system will populate the SU Hrs with the sum of time RealTime captured for any Downtime Code that is marked Setup.
Inactive	Check the Inactive box to mark Downtime Codes as inactive. This will hide them from drop down lists throughout the system.
CUser 1 CUser2	These User Fields can be used to provide additional information about the downtime codes. Double click the column heading to enter a user defined caption. Right click on the field to enter a User Defined List to be used to populate the fields.

To **edit** a Downtime Code highlight the code or description that needs to be changed and make the changes. (A downtime code can be edited and the original code will be maintained in the reject table).

To **delete** a Downtime code, press the DELETE [-] key located on the Navigator bar. A prompt will appear asking for confirmation prior to deleting the record. Click on [OK] to continue or [CANCEL] to exit.

EIN Maintenance

From System Parameters->Lists menu users can access the EIN list.



The screenshot shows a software window titled "IQ EIN" with a menu bar containing "File" and "Help". Below the menu bar is a toolbar with navigation icons: a left arrow, a double left arrow, a right arrow, a double right arrow, a plus sign, a minus sign, a checkmark, an 'x', and a refresh icon. The main area contains a table with the following data:


Fed Tax ID	Company Name	Address 1	Address 2
▶ 97-2996837	IQ EXTRUDING SYSTEMS, INC	3601 ALGONQUIN ROAD	SUITE 326
98-2996837	IQ MANUFACTURING SYSTEMS, INC	2231 WISTERIA LANE	
962996837-1X1X1	IQ MANUFACTURING CANADA	1100 NATIONAL ROAD	
IQM982996837	IQ MANUFACTURING MEXICO	AV. INSURGENTES SUR # 863, PISO 7	COL. NAPOLES

This form is used to establish the multiple Employer Identification Numbers associated with your facility. This is used in the Payroll module to create tax reports for separate tax ID numbers. A company address can be associated to a tax ID for reporting purposes.

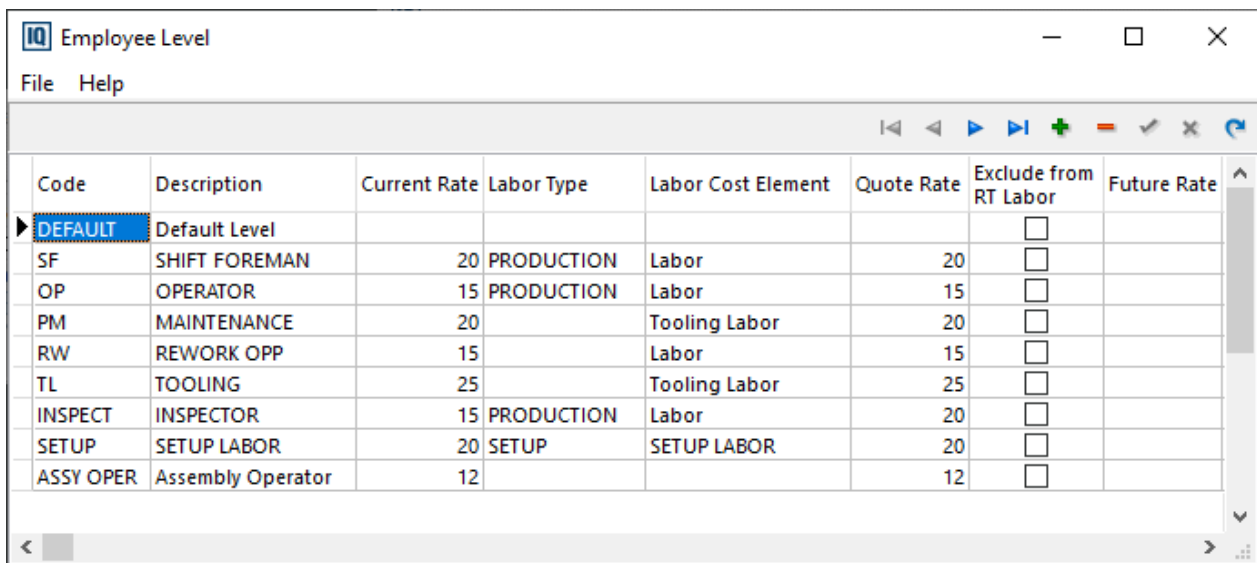
For more information please see the Payroll manual.

Employee Level

From System Parameters->Lists menu users can access the Employee Level list.

This list can also be accessed by clicking the button  from the following areas. (Security is available on this button).

- System Setup tab on the Launcher bar
- BOMs->BOM Labor
- Assembly Process->Standard Cost tab->Operators-> Process Labor form
- GL tab on the Launcher bar



Code	Description	Current Rate	Labor Type	Labor Cost Element	Quote Rate	Exclude from RT Labor	Future Rate
▶ DEFAULT	Default Level					<input type="checkbox"/>	
SF	SHIFT FOREMAN	20	PRODUCTION	Labor	20	<input type="checkbox"/>	
OP	OPERATOR	15	PRODUCTION	Labor	15	<input type="checkbox"/>	
PM	MAINTENANCE	20		Tooling Labor	20	<input type="checkbox"/>	
RW	REWORK OPP	15		Labor	15	<input type="checkbox"/>	
TL	TOOLING	25		Tooling Labor	25	<input type="checkbox"/>	
INSPECT	INSPECTOR	15	PRODUCTION	Labor	20	<input type="checkbox"/>	
SETUP	SETUP LABOR	20	SETUP	SETUP LABOR	20	<input type="checkbox"/>	
ASSY OPER	Assembly Operator	12			12	<input type="checkbox"/>	

The Employee Level list defines the various levels of employees that you want to assign to Bill's of Manufacture to determine the standard labor costs associated with running a particular BOM. A Default level is automatically defined. The default level will use the default labor rate associated with the manufacturing type or cell. Additional employee levels may be added by clicking on the ADD(+) button and entering in the Code, Description, and Labor Rate. This list is available from the BOM screen when entering the standard labor. By creating multiple employee levels the user will be able to enter multiple levels and rates for each BOM to determine the standard labor cost.

Labor Type	<p>This field is used to establish the type of labor the employee level is. The labor type can be Production or Setup. The user has the choice to have the setup labor broken out on the standard cost for a manufactured item. To separate the setup labor select the 'Break out Labor Costs including Setup' option in System Setup->System Parameters->Inventory Setup tab and create Employee Levels as Setup types. Without both these settings, setup labor will be calculated like normal labor.</p> <p>When the standard cost is calculated the system will check to see if this option is on and if so will break out the labor costs to the cost elements attached to any employee levels on the BOM. For "Setup" types, the system will look at the number of setup hours on the BOM X the number of operators for that type X the rate for the level / the standard run qty.</p>
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Labor Cost Element	Each employee level can have a specific cost element associated to it which can be used in standard costing. The system will use the various GL accounts associated to employee levels if the System Parameters -> Inventory Setup tab -> 'Break out setup costs' option is checked.
Quote Rate	This is the rate that will be used when calculating a quote. If this is null the system will use the Default Labor Rate in the RFQ module.
Exclude from RT Labor	Check this box to exclude this type of labor from being displayed in RealTime Monitoring forms that have the labor column. The labor column in RealTime will only total labor from the BOM if they are not marked 'Exclude from RT Labor'.
Future, Budget, and Forecast Rates	Rates can be entered for Future, Budget, and Forecast that will be used when calculating the standard cost of an inventory item. If these are not populated the system will use the employee level rate.

Deleting Employee Levels - To Delete an Employee Level select the minus button on the table. If the Employee Level is associated to a BOM it cannot be deleted (a constraint error message will appear).

Employee List

From System Parameters->Lists menu users can access the Employee Maintenance module. This opens the basic Employee Maintenance module. It does not include all of the options that are available when accessing the Payroll Employee Maintenance module, or the HR Employee Maintenance module.

There are three levels of the Employee Maintenance module depending on where it is accessed from:

- System Parameters - This includes the basic information. It does not include the following tabs: Human Resources, Wages, Taxes, Direct Deposit, Workflow, and Deductions.
- Workforce tab (HR Employee Maintenance module). This module does not include the following tabs: Wages, Taxes, and Direct Deposit. This allows users who do not have the payroll module to have access to all the HR functionality. This module also includes a Workflow tab for the HR Employee Workflow functionality.
- Payroll tab - This includes all available tabs except Workflow.

The screenshot shows the 'Employee Maintenance' application window. The title bar reads 'Employee Maintenance' with standard window controls. The menu bar includes 'File', 'Options', 'Reports', and 'Help'. Below the menu bar is a toolbar with various icons. The main content area is divided into two sections: 'General Info' and 'Employment Info'.

General Info

Emp.#:	012162	Address1:	500 TOWNSPOINT ROAD	Phone:	805-555-0470
SSN	012-19-62	Address2:		Mobile:	- -
First:	GABBY	City:	PASO ROBLES	Pager:	
Middle:		Country:	UNITED STATES OF AMERICA	Email:	gtaylor@iqms.com
Last:	TAYLOR	Region/State:	CA	Badge#	012162
Suffix:		Post/Zip:	93446		

Employment Info

Nickname:		Date Hired:	
Plugin Entity:		Next review date:	
Labor Indicator:		Last review date:	
Employee Level:		Date Terminated:	
Charge Rate:	25	Employment Status:	
Job Title:		Hide from pick lists	<input type="checkbox"/>
Job Description:	SUPERVISOR	Currency	
Department:	ASSEMBLY	Curr. Language	
Mfg Type:	ASSY1		
Mfg Cell:	PASO ASSY1		

If users are only licensed for the Time and Attendance module (not Payroll or Workforce) the Employee Maintenance module must be opened from the System Setup tab or System Parameters->Lists menu.

If you are not using EnterpriseIQ Payroll this form may be completed in as much detail as desired, but with the minimum of employee number, employee name, Social Security Number, and charge rate. The list of employees is used in various areas of the software. Besides Payroll, it is mainly used for labor reporting in production reports, Project Manager, JobShop, and Preventative Maintenance. The charge rate of each employee is used to determine actual labor costs.

To add employees, click on the **Add (+)** button on the navigator bar and enter in the information on the employee.



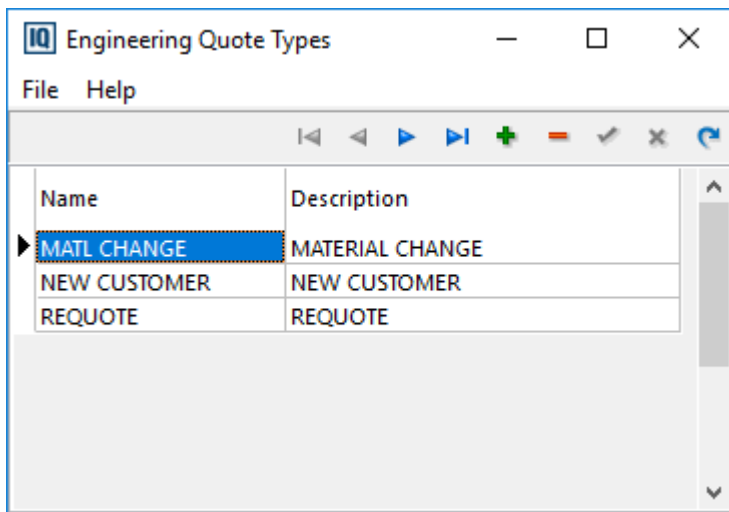
Employee Portal Message - Select this button to send a message to the employee that will be visible to them from Employee Portal. The 'To' field will populate with the employee's name based on the open record. Select the Search button to add additional employees. Enter the Subject, Add Attachments using the file button if desired, and enter the message in the Text box. Once the information is entered, select the 'Send Message' button at the top of the form. A confirm message will appear stating the message was sent successfully. Employees will be able to see messages from the 'Messages' menu item in Employee Portal. Please see the **Employee Portal TechNote https://my.iqms.com/cfs-file.ashx/___key/Technote/Employee-Portal.pdf** for more information.

Note: For a complete discussion on all of the fields please see the payroll help file accessed by selecting Contents from the Help menu on this form.

Engineering Quote Types

This is a user-defined list of quote types. Quote Types are associated to Engineering Quote workflow approval templates, and are required to be entered on a quote. This enables the system to automatically create a workflow for the correct template. Having a quote type associated to a specific template provides functionality to apply specific business logic to specific quotes, such as situations where different approvers are required for certain business lines, or specific templates may be needed based upon the estimator preparing the quote.

To access the Quote Types list select 'Engineering Quote Types' from the System Parameters->List menu by selecting 'Engineering Quote Types'. This list can also be accessed from Options menu in Engineering Quotes.



For more information on Engineering Quote Workflows please refer to Engineering Quote Workflow in the Quoting section.

FOB

From System Parameters->Lists menu users can access the F.O.B. list.

FOB	Exclude from freight charge	Deduct from Invoice Total	Code	Third Party Billing	Subject to Freight Revenue	Inactive
DEST.	<input type="checkbox"/>	<input type="checkbox"/>	DEST.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ORIGIN	<input type="checkbox"/>	<input type="checkbox"/>	ORIGIN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
THIRD PARTY	<input type="checkbox"/>	<input type="checkbox"/>	THIRD PARTY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>


The FOB chart is a list of FOB terms for your business. FOB terms are assigned to Customers and Vendors and used in the system for sales orders, packing slips, and purchase orders. Enter a FOB code in the Code field and use the FOB field as a description of the code.

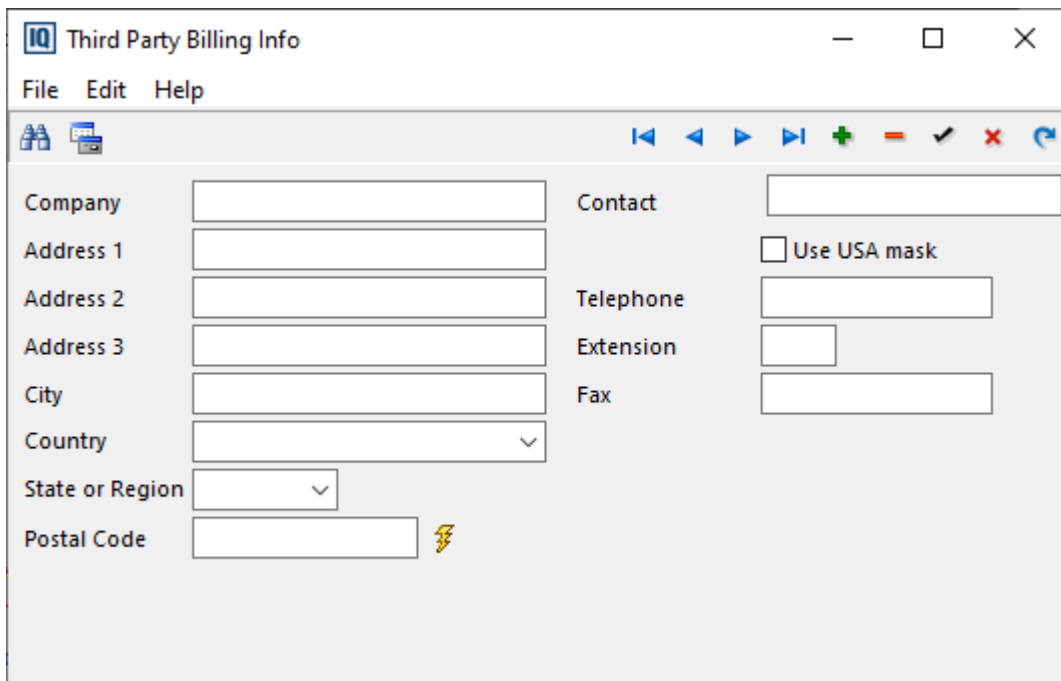
The FOB types can be marked '**Exclude from Freight Charge**'. Packing Slips associated with a FOB with this option checked will not have freight charges applied when using Shipping Manager or ShipperLink. When this is checked the rating in Shipping Manager will be suppressed and the shipment cost will be \$0.00.

The '**Deduct from Invoice Total**' option will allow the freight amount to be deducted from the invoice total before commissions are calculated. The system will automatically add a miscellaneous line item to the AR invoice for the freight amount (negative) with the description 'Offset Freight Amount'. The same salesperson and commission % will be assigned to this line item preventing paying commissions on the freight.

Subject to Freight Revenue - Select this box if the FOB is subject to freight revenue. During AR Invoicing if the FOB on the invoice has this option checked and the Ship-To address in Customer Maintenance has a 'Freight revenue %' filled in the Freight revenue amount will be calculated: Freight Charge * Freight Revenue %. The Total Price on the AR Invoice will equal the Freight Charge + the Freight Revenue Amount. The Freight Revenue amount will post to the Freight Revenue GL Account setup in System Parameters.

Check the **Third Party Billing** box if applicable. When this is checked when the user selects an FOB with the third party box checked the FOB Third Party pick list will display to choose from.

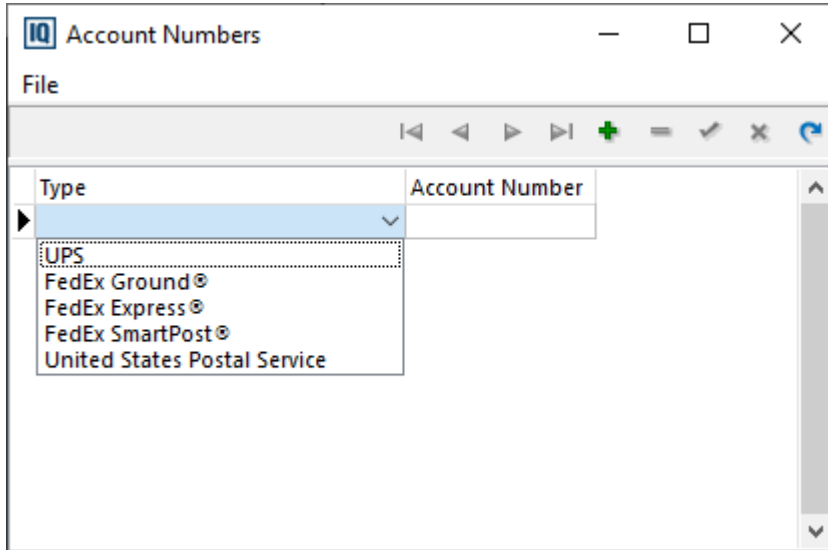
To create Third Party Billing Information select Third Party Billing button at the top of the FOB module . Select the New button on the pick list and a form will display to enter the address. **Note:** The Country is a required field.



Company	<input type="text"/>	Contact	<input type="text"/>
Address 1	<input type="text"/>	<input type="checkbox"/> Use USA mask	
Address 2	<input type="text"/>	Telephone	<input type="text"/>
Address 3	<input type="text"/>	Extension	<input type="text"/>
City	<input type="text"/>	Fax	<input type="text"/>
Country	<input type="text" value="v"/>		
State or Region	<input type="text" value="v"/>		
Postal Code	<input type="text"/>		

When adding a FOB marked as Third Party, any where in the system where the FOB can be designated, the pick list of Third party Billing Information will appear for users to choose a specific address for the third party billing. A Third Party FOB with an address can be associated to a Ship To address in Customer Maintenance and will carry over to sales orders and packing slips. When a BOL is created (from the BOL module) the third party FOB's address will carry over to the BOL automatically.

The account numbers for carriers can be added to the Third Party Billing info from Edit -> Account Numbers. This will pull through to the Shipping Manager if the FOB marked Third Party matches the same FOB marked Third Party on the Carrier.



Note: The FOB list will be sorted alphabetically. If an * is used it will be sorted to the top of the list. An underscore will sort to the bottom of the list. This list will also be displayed alphabetically in the drop down list in Sales Orders, Pick Tickets, and Packing Slips.

Note: FOB records can be marked inactive to hide them from pick lists and drop down lists.

Importers

From System Parameters->Lists menu users can access the Importers list. This is the list of Importers that can be associated with Ship To addresses for informational purposes only. This list can also be accessed from the Options menu in Customer Maintenance. This list of importers can also be used in the Shipping Manager module. An importer can be selected for the Invoice when shipping internationally.

The screenshot shows a software window titled "Importers" with a menu bar containing "File" and "Help". Below the menu bar is a toolbar with icons for home, print, and navigation. The main area of the window is a form with the following fields:

Company	<input type="text"/>	Contact	<input type="text"/>
Address 1	<input type="text"/>	<input checked="" type="checkbox"/> Use USA mask	
Address 2	<input type="text"/>	Telephone	<input type="text"/>
Address 3	<input type="text"/>	Extension	<input type="text"/>
City	<input type="text"/>	Fax	<input type="text"/>
Country	<input type="text" value="v"/>	EPlant	<input type="text"/>
State or Region	<input type="text" value="v"/>		
Postal Code	<input type="text"/>		

Inter-Company Accounting Setup

From System Parameters->Lists menu users can access the Inter-Company form. This form is for Inter-Company setup. This allows users to setup accounts that will be used when transferring inventory from one facility to another rather than going through the invoicing procedures (PO's and AR Invoices are not used). It is also used in other various accounting transactions between EPlants.

In this grid users will enter in the accounts they want the system to post to when crossing from Corporate (no EPlant) to an EPlant or from EPlant to EPlant. This will keep the ledgers of the Corporate and EPlants in balance. The system will use these accounts when the 'Use Intercompany' option is checked on the Enterprise tab in System Parameters.

Set Up Information

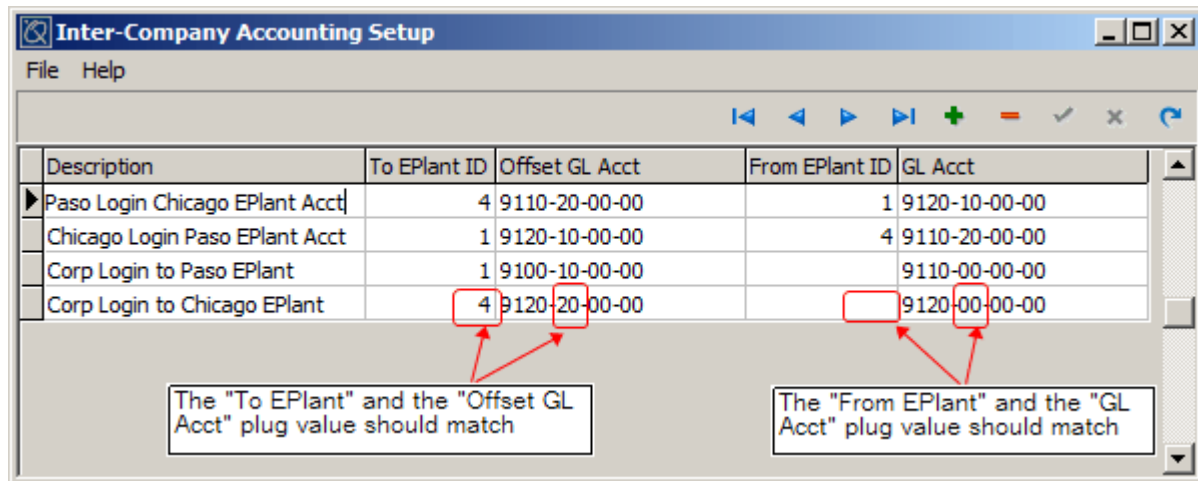
In System Parameters->Enterprise tab select the 'Use Intercompany' option. Also note the plug values for the EPlants.

The screenshot shows the 'System Parameters' application window with the 'Enterprise' tab selected. The interface includes a menu bar (File, Lists, Options, Help) and a toolbar with navigation icons. The main area is divided into several sections:

- Company File Information:** A table with columns for Code, Company, BDE Alias, Password, and Ad. The first row shows Code '01' and Company 'IQMS PRODUCTION SYSTEMS'.
- Plant Segments:** Includes dropdowns for 'Rep. Manager', 'EPlant Segment' (set to 'DIVISION'), and 'Division Segment' (set to 'DIVISION').
- Plant List:** A table with columns for ID and Plant Name. The first row is selected and highlighted: ID '4', Plant Name 'CHICAGO PLANT'. Other rows include ID '26' for 'JUAREZ' and ID '1' for 'PASO PLANT'.
- Configuration Fields:** Fields for 'Plug Value' (set to 20), 'Suffix' (set to 'CHGO'), 'Launcher Color' (set to 'Sky Blue'), and 'Application Icon'. There are also checkboxes for 'Separate Fiscal Year' and 'EPlant batch numbers'.
- Native UOM:** Radio buttons for 'Imperial (US Customary System)' (selected) and 'Metric'.
- Options:** At the bottom, the 'Use Intercompany' checkbox is checked and highlighted with a red box.
- Buttons:** 'OK' and 'Cancel' buttons are at the bottom right.

Inter-Company Accounting Setup

In this grid users will enter in the accounts they want the system to post to when crossing from Corporate (no EPlant) to an EPlant or from EPlant to EPlant. This will keep the ledgers of the Corporate and EPlants in balance. The 'To EPlant ID' and the 'Offset GL Acct' plug value should match; and the 'From EPlant ID' and the 'GL Acct' plug value should match. In the example below the Chicago EPlant (4) has a plug value of 20 (see screen shot above) and the from EPlant is corporate so the EPlant ID value is null and the plug value is 00.



Description	To EPlant ID	Offset GL Acct	From EPlant ID	GL Acct
Paso Login Chicago EPlant Acct	4	9110-20-00-00	1	9120-10-00-00
Chicago Login Paso EPlant Acct	1	9120-10-00-00	4	9110-20-00-00
Corp Login to Paso EPlant	1	9100-10-00-00		9110-00-00-00
Corp Login to Chicago EPlant	4	9120-20-00-00		9120-00-00-00

The "To EPlant" and the "Offset GL Acct" plug value should match

The "From EPlant" and the "GL Acct" plug value should match

Bank Manager

Establish a Corporate Bank Account (CR-Deposits) in Bank Manager that is not assigned to any EPlant.

The screenshot shows the Bank Manager application window. The top menu bar includes File, Options, Reports, and Help. Below the menu is a toolbar with icons for home, print, and navigation. The main area is divided into several sections:

- Bank Information:** Fields for Bank (BANK OF CALIFORNIA), Address1 (1564 SPRING ST), Address2, Address3, City (PASO ROBLES), Country, State or Region (CA), and Postal Code (93446). There is a checked checkbox for "Inactive".
- Contact:** Fields for Contact (CHRIS SANDERSON), Title (VP OPERATIONS), Telephone (805-227-4411), and Fax (805-227-4000). A checked checkbox for "Use USA mask" is present.
- EC Information:** Fields for ABA Transit Routing # (12323654), Immediate Destination (2365412331), Immediate Origin (32-5444878), Company Identification (10), and Bank Identification/Swift #.

At the bottom, there is a table with the following columns: Bank Account #, EPlant ID, GL Account, Description, Last Check #, and Currency. The table contains five rows, with the row for Bank Account # 170007-10 highlighted by a red rectangle.

Bank Account #	EPlant ID	GL Account	Description	Last Check #	Currency
16 1007703-23	1	1030-10-00-10	CASH-CHECKING/CANADIAN		Canadian Dollar
16 1017702-36	1	1030-10-00-00	CASH-CHECKING/US	6466	US Dollar
16 1007703-43	1	1030-10-00-20	CASH-CHECKING/MEXICAN		Mexican Peso
170007-10		1031-00-00-00	CORP CASH (DEPOSIT)		US Dollar
235435	4	1030-20-00-00	Cash mexican		

Examples

The sections below describe various transactions and the resulting GL postings.

Cash Receipt (View All)

An AR Invoice was created logged into the Chicago EPlant.

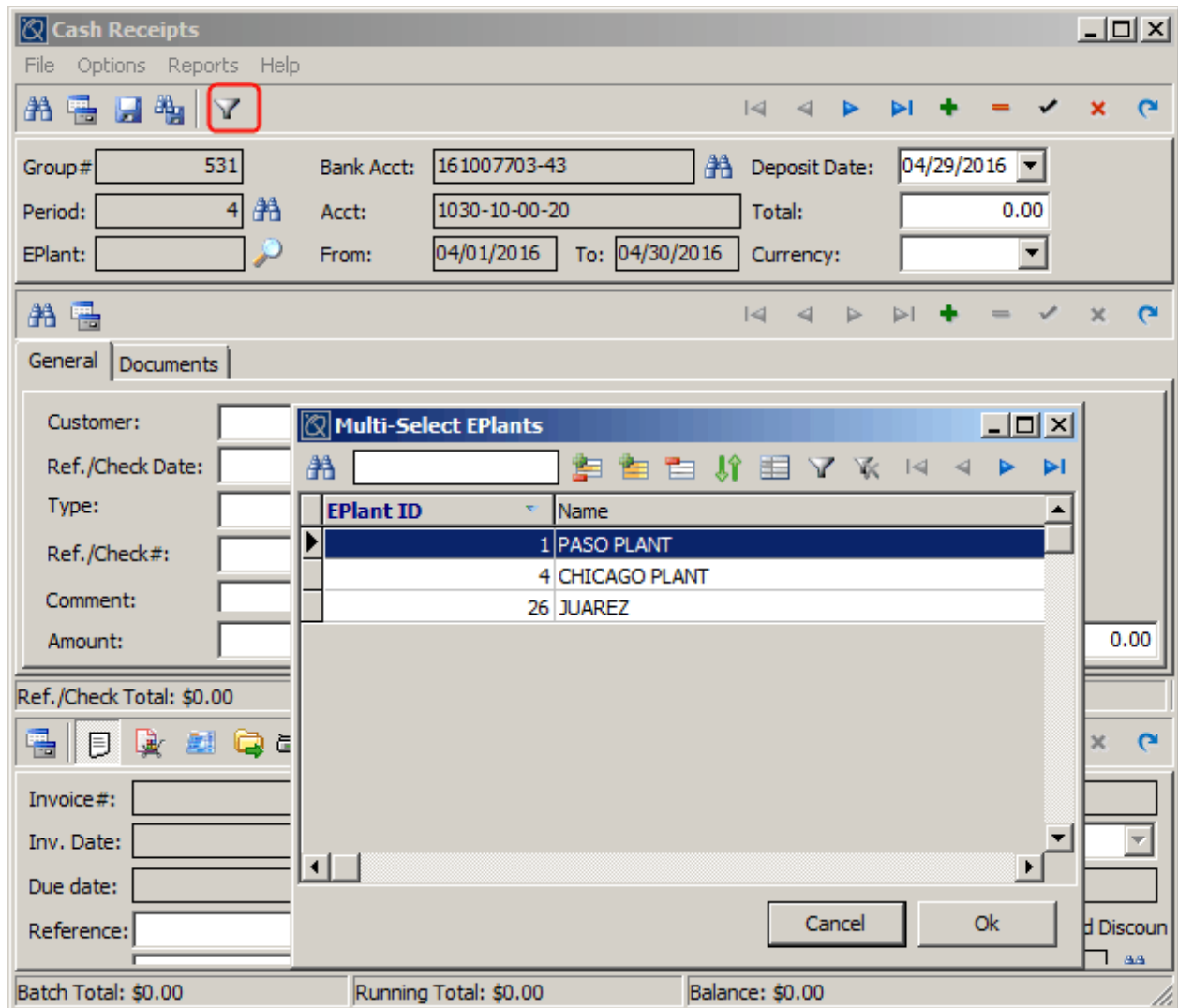
The screenshot shows the 'View Posted Invoices' window with the following details:

Customer #	BAH00	Invoice Date	04/29/2016	Period	4	Invoice #	6-CHGO
Bill To	BAHL PLASTICS	Terms	NET 45	Currency	USD	EPlant	[4] CHICAGO PLAN
Addr1	1 BAHL DR.	Due Date	06/13/2016	Batch #	686		
Addr2		Dunning Level	0	User ID	IQMS		
Addr3		<input type="checkbox"/> Exclude from Dunning		User ID Posted	IQMS		
City State	IL	ZIP	29970	# Supp. Docs			
AR Account	1130-20-00-00	Balance Due	750.00			Void	
Exclude from finance charge	<input type="checkbox"/>						

Miscellaneous Description	Item #	Revision	Class	Quantity	Unit Price	Tax Code	GL Account	Total
PALLETS				50	15		4015-20-00-00	

Invoice Note	Sales Order Note	Shipment Note	PackSlip#		
				Subtotal	0.00
				Tax	0.00
				Freight	0.00
				Total	750.00

Log into View All. Then in Cash Receipts optionally use the EPlant filter to filter Invoices to only display invoices belonging to specific EPlants.



Choose the invoice(s) to receive payment for.

Cash Receipts

File Options Reports Help

Group#: 531 Bank Acct: 170007-10 Deposit Date: 04/29/2016
Period: 4 Acct: 1031-00-00-00 Total: 750.00
EPlant: From: 04/01/2016 To: 04/30/2016 Currency: USD

General Documents

Customer: BAH PLASTICS Foreign Exchange
Ref./Check Date: 04/29/2016 Cust#: BAH00 Currency: USD
Type: Check Exchange Rate: 1
Ref./Check#: 58799 Bank Chrg. Acct:
Comment: Bank Charge
Amount: 750.00 Bank Dep. Amount (Native) 750.00

Ref./Check Total: \$750.00 Applied so far: \$750.00 Left to apply: \$0.00 Tot. Appl. C

Invoice #: 6-CHGO Cust#: BAH00 Customer: BAH PLASTICS
Inv. Date: 04/29/2016 Curr. Bal.: 750.00 Adj./Dep. Acct:
Due date: 06/13/2016 Amount: 750.00
Reference: Ref. Code: Avail. Discount: 0.00 Applied Discount: 0.00
Comment: Terms: NET 45 Disc. Account: 1131-20-00-00
Note 1: ACCOUNTS RECEIVABLE - DISCOUNT
Note 2: Pending Bal. Due: 0
Note 3: Packing Slip#

Batch Total: \$750.00 Running Total: \$750.00 Balance: \$0.00

The Pre-Posting Batch Review report shows the balanced transaction that will be posted to the GL using the Inter-Company GL accounts.

**Cash Receipts
Pre-Posting Batch Review**

04/29/2016 4:55PM
Page: 1

Period 4 From 04/01/2016 To 04/30/2016

Group # 531 Bank Account 170007-10
Date: 04/29/2016
Control Total 750.00

USD									
CheckReference #	Check Date	Check Amount	Invoice #	Applied	Discount	G/L Account	Description	Debits	Credits
BAH00 BAH PLASTICS									
58799	04/29/2016	750.00	6-CHGO	750.00		1130-20-00-00	ACCOUNTS RECEIVABLE - L	0.00	750.00

Group GL Account Summary Distribution

GL Account	Account Description	DEBIT	CREDIT
1130-20-00-00	ACCOUNTS RECEIVABLE - USD	0.00	750.00
1031-00-00-00	CORP CASH IC DEPOSIT	750.00	0.00
9120-00-00-00	CORPORATE INTER-COMPANY (FROM CHICAGO)	0.00	750.00
9120-20-00-00	CHICAGO INTER-COMPANY	750.00	0.00
Total Debits/Credits		1,500.00	1,500.00

When posting to the GL below shows the results from within Account Activity:

Description	Debit	Credit	Account #	Account Description
GRP# 531, REF# 58799, CUST# BAH00 [BAHL PLASTICS], CR INV# 6-CHGO	0.00	750.00	1130-20-00-00	ACCOUNTS RECEIVABLE - USD
Intercompany post	0.00	750.00	9120-00-00-00	CORPORATE INTER-COMPANY (FROM CHIC
Intercompany post	750.00	0.00	9120-20-00-00	CHICAGO INTER-COMPANY
GRP# 531, REF# 58799, CUST# BAH00 [BAHL PLASTICS]	750.00	0.00	1031-00-00-00	CORP CASH IC DEPOSIT

1500.00 1500.00

Cash Receipts (Not in View All)

The only way to pull in an invoice belonging to another EPlant is by using the selection option called "Enter by Invoice #".

The screenshot displays the 'Cash Receipts' application window. At the top, there is a menu bar with 'File', 'Options', 'Reports', and 'Help'. Below the menu bar is a toolbar with various icons. The main form area contains several input fields:

- Group#: 532
- Bank Acct: 170007-10
- Deposit Date: 05/02/2016
- Period: 5
- Acct: 1031-00-00-00
- Total: 107.81
- EPlant: [4] CHICAGO PI
- From: 05/01/2016
- To: 05/31/2016
- Currency: USD

Below these fields are two tabs: 'General' and 'Documents'. The 'General' tab is active, showing:

- Customer: JS COMPANY
- Ref./Check Date: 05/02/2016
- Cust#: JS123
- Type: Check
- Ref./Check#: (empty)
- Comment: (empty)
- Amount: 107.81
- Bank Dep. Amount (Native): 107.81

Summary statistics are shown below the form:

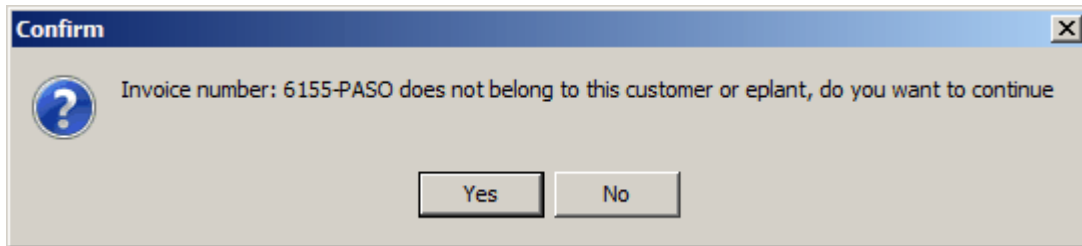
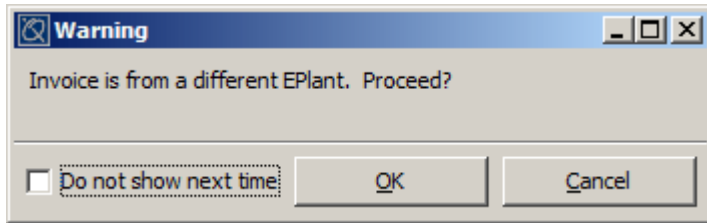
- Ref./Check Total: \$107.81
- Applied so far: \$0.00
- Left to apply: \$107.81

A red box highlights an icon in the toolbar, which is the source of a red arrow pointing to a dialog box titled 'Invoice number'. The dialog box contains the text 'Please enter Invoice number' and a text input field with the value '6155-PASO'. There are 'OK' and 'Cancel' buttons at the bottom of the dialog box.

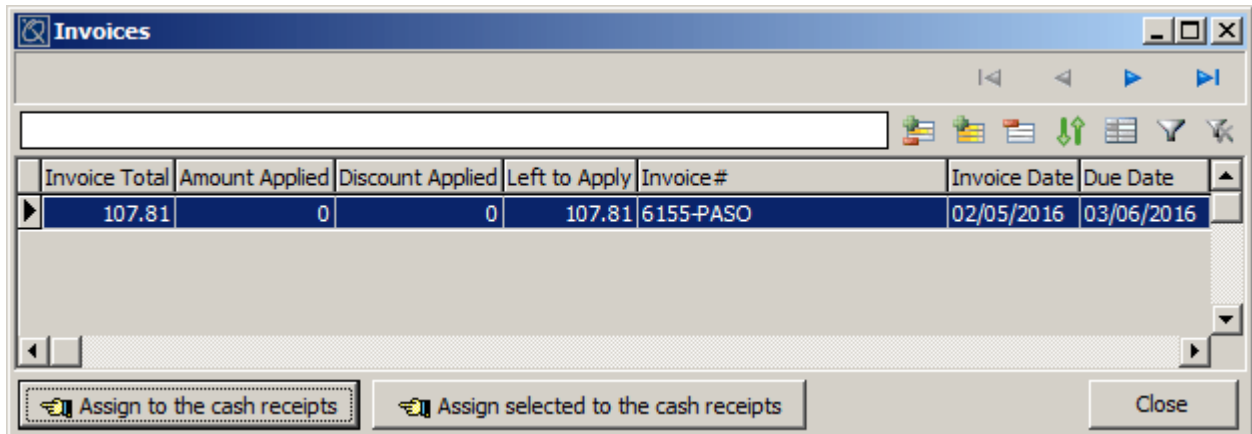
At the bottom of the application window, there is a status bar with the following information:

- Batch Total: \$107.81
- Running Total: \$107.81
- Balance: \$0.00

The user will receive a warning and a confirm message. The warning also includes a 'Do not show next time' check box. Select Yes to both the warning and the confirm message.



Then a form opens to select the invoice and assign it to the cash receipt.



Below is the Pre-Post Batch review and the information from Account Activity once posted.

**Cash Receipts
Pre-Posting Batch Review**

05/02/2016 10:39 AM
Page 1

Period 5 From 05/01/2016 To 05/31/2016

Eplant: IQMS EXTRUDING SYTEMS, INC

Group #: 533 Bank Account: 235435
Date: 05/02/2016
Control Total: 107.81

USD									
Check/Reference #	Check Date	Check Amount	Invoice #	Applied	Discount	G/L Account	Description	Debits	Credits
JS123 JS COMPANY	05/02/2016	107.81	6155-PASO	107.81		1130-10-00-00	ACCOUNTSRECEIVABLE - I	0.00	107.81

Group GL Account Summary Distribution

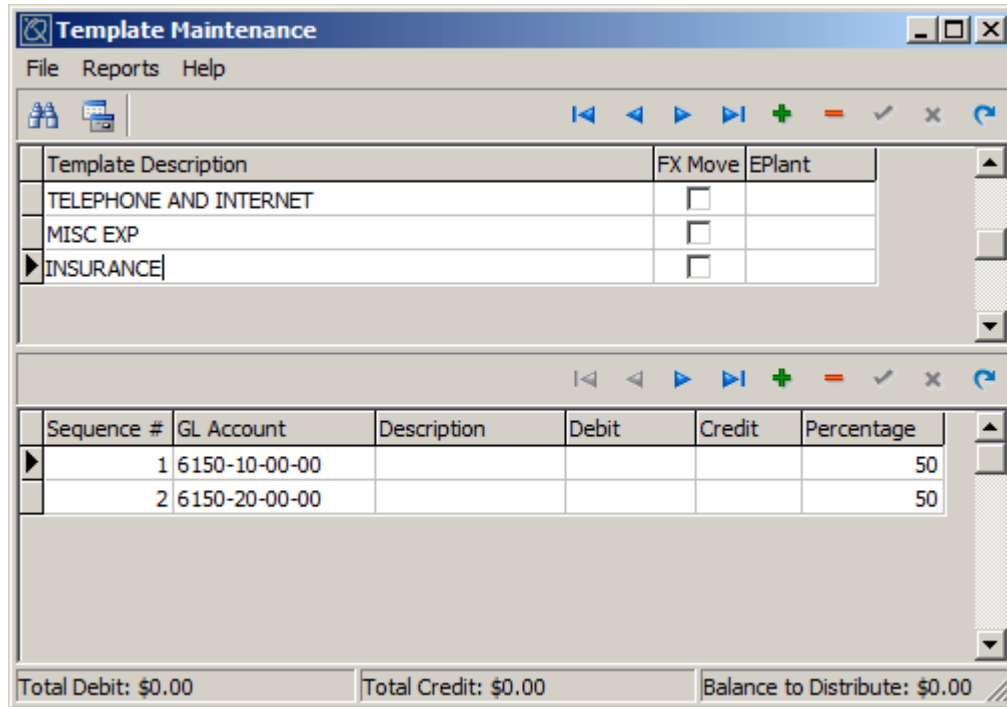
GL Account	Account Description	DEBIT	CREDIT
1130-10-00-00	ACCOUNTSRECEIVABLE - USD	0.00	107.81
1030-20-00-00	CASH/CHECKING - USD	107.81	0.00
9120-10-00-00	PASO INTER-COMPANY	107.81	0.00
9110-20-00-00	CHICAGO INTER-COMP PROC	0.00	107.81
Total Debits/Credits		215.62	215.62

Description	Debit	Credit	Account #	Account Description
GRP # 533, CUST # JS123 [JS COMPANY]	107.81	0.00	1030-20-00-00	CASH/CHECKING - USD
GRP # 533, CUST # JS123 [JS COMPANY], CR INV # 6155-PASO	0.00	107.81	1130-10-00-00	ACCOUNTS RECEIVABLE - USD
Intercompany post	107.81	0.00	9120-10-00-00	PASO INTER-COMPANY
Intercompany post	0.00	107.81	9110-20-00-00	CHICAGO INTER-COMP PROC

215.62 215.62

Accounts Payable Invoice

The only way to pull in another EPlant's GL account is to use Account Templates in Vendor Maintenance (Options Menu). These should be set up while logged into View All in order for GL Accounts belonging to all EPlants to display for selection.



The screenshot shows the 'Template Maintenance' window with a menu bar (File, Reports, Help) and a toolbar. The main area contains two tables. The first table lists templates with columns for 'Template Description', 'FX Move', and 'EPlant'. The second table lists GL accounts with columns for 'Sequence #', 'GL Account', 'Description', 'Debit', 'Credit', and 'Percentage'. A summary bar at the bottom shows 'Total Debit: \$0.00', 'Total Credit: \$0.00', and 'Balance to Distribute: \$0.00'.

Template Description	FX Move	EPlant
TELEPHONE AND INTERNET	<input type="checkbox"/>	
MISC EXP	<input type="checkbox"/>	
INSURANCE	<input type="checkbox"/>	

Sequence #	GL Account	Description	Debit	Credit	Percentage
1	6150-10-00-00				50
2	6150-20-00-00				50

Total Debit: \$0.00 Total Credit: \$0.00 Balance to Distribute: \$0.00

The template is then assigned to the Vendor (Vendor Maintenance->Accounting tab->GL Template field).

The screenshot shows the 'Vendor: -' window with the 'Accounting' tab selected. The 'GL Template' field is highlighted with a red rectangle and contains the value 'INSURANCE'. Other fields in the Accounting tab include Credit Limit (20000), Tax ID, VAT Registration #, 1099 Name, 1099 Category, and GL Account (6150-00-00-00). The Vendor Information tab shows details for Vendor # ALL00, Company ALLSTATE INSURANCE, inc., and Address 1 460 MARSH ST., CHICAGO, IL 60601.

Field	Value
Vendor #	ALL00
EPlant	
Company	ALLSTATE INSURANCE, inc.
Address 1	460 MARSH ST.
Address 2	
Address 3	
City	CHICAGO
Country	UNITED STATES OF AMERICA
State or Region	IL
Postal Code	60601
Attention	Attention
Primary Contact	KATHY
Use USA mask	<input checked="" type="checkbox"/>
Telephone	210-325-7564
Fax	210-325-7500
Fax 2	
Email	
URL	
OEM	<input checked="" type="checkbox"/>
Credit Limit	20000
Currency	US Dollar
Tax ID	
Curr. Language	
VAT Registration #	
Terms	NET 30
Bank Account	
Tax Code	
GL Template	INSURANCE
1099 Name	
1099 Category	
GL Account	6150-00-00-00

When creating the AP Invoice the Template is automatically pulled over and the GL account is highlighted in blue indicating a template is being used. The template may be edited on the invoice (right click->Accounts Split) and the GL account list will display all GL accounts regardless of the EPlant they are assigned to and the plug value.

When items are transferred between EPlants, the posting transaction will use the offset GL accounts found in the Inter-Company Setup for each EPlant based on which EPlant the transaction is being posted from. In Post Inventory Transactions (PIT) when the 'InterPlant Transfers' transaction type is posted the receiving EPlant inventory account is debited and the shipping EPlant inventory account is credited. If there is a difference in standard costs it posts to the intercompany sales account.

The screenshot displays the 'Accounts Payable - Invoices' window. The 'General' tab is active, showing invoice details for 'ALLSTATE INSURANCE, inc.' with an amount of 5,000.00. The 'AP Account Split' dialog box is open, showing a table of GL accounts and their descriptions. The selected account is '6150-10-00-00 TRAVEL & CASUALTY INS' with a 50% percentage and an amount of 2500.00.

Percentage	GL Account	Amount	GL Account Description
50	6150-10-00-00	2500	TRAVEL & CASUALTY INS
50	Account		Description
	6150-10-00-00		TRAVEL & CASUALTY INS
	6150-20-00-00		TRAVEL & CASUALTY INS
	6210-00-00-00		BAD DEBTS
	6210-10-00-00		BAD DEBTS
	6210-20-00-00		BAD DEBTS
	6230-00-00-00		PROPERTY & CASUALTY I
	6230-10-00-00		PROPERTY & CASUALTY I
	6230-20-00-00		PROPERTY & CASUALTY I

Below is the Pre-Post Batch review and the information from Account Activity once posted.

Period- 5 From 05/01/2016 to 05/31/2016

InvoiceNumber	Invoice Amount	Invoice Date	Due Date	Terms	Distribution Account	Description	Amount
Currency: US Dollar							
Vendor: ALL00 ALLSTATE INSURANCE, inc.							
0771770-588	5,000.00	05/02/2016	06/01/2016	NET 30			
					6150-10-00-00	TRAVEL & CASUALTY INSURANCE	2,500.00
					6150-20-00-00	TRAVEL & CASUALTY INSURANCE	2,500.00

Total 5,000.00

G/L Account Summary Distribution

G/L Account	Account Description	DEBIT	CREDIT
2011-20-00-00	ACCOUNTS PAYABLE -USD	0.00	5,000.00
6150-10-00-00	TRAVEL & CASUALTY INSURANCE	2,500.00	0.00
6150-20-00-00	TRAVEL & CASUALTY INSURANCE	2,500.00	0.00
9110-20-00-00	CHICAGO INTER-COMP PROC	2,500.00	0.00
9120-10-00-00	PASO INTER-COMPANY	0.00	2,500.00
Total Debits/Credits		7,500.00	7,500.00

Description	Debit	Credit	Account #	Account Description
INV#0771770-588, VEND#ALL00 [ALLSTATE INSURA] ITEM#	2,500.00	0.00	6150-10-00-00	TRAVEL & CASUALTY INSURANCE
INV#0771770-588, VEND#ALL00 [ALLSTATE INSURA] OFFS	0.00	5,000.00	2011-20-00-00	ACCOUNTS PAYABLE -USD
INV#0771770-588, VEND#ALL00 [ALLSTATE INSURA] ITEM#	2,500.00	0.00	6150-20-00-00	TRAVEL & CASUALTY INSURANCE
INV#0771770-588, VEND#ALL00 [ALLSTATE INSURA] INTE	0.00	2,500.00	9120-10-00-00	PASO INTER-COMPANY
INV#0771770-588, VEND#ALL00 [ALLSTATE INSURA] INTE	2,500.00	0.00	9110-20-00-00	CHICAGO INTER-COMP PROC
7500.00		7500.00		

Cash Disbursements and Accounts Payable Invoices

These transactions cannot be processed for one EPlant while logged into another EPlant. For Cash Disbursements the user will need to be logged into View All and the header record of the Cash Disbursement must not have an EPlant populated in order to select invoices for multiple EPlants. However, the Bank GL account may be changed to use an EPlant's GL account number with its matching plug value.

View AP Invoices

File Reports Help

On Hold

General Documents

Vendor # 000000002 Vendor MCMaster CARR Remit to MCMaster CARR

Addr1 600 N County Line Rd

City ELMHURST State IL ZIP 60126

EPlant [1] PASO PLANT Group Batch# 436

User ID IQMS Batch Time 05/02/2016 4:49:18 PM

User ID Posted IQMS

Note 1
Note 2
Note 3

Comment
Period 4
AP Account 2011-10-00-00
Paid 0.00 Void
Terms NET 30
Invoice # 2343564 Inv Date 04/01/2016
Amount 324.00 Due Date 05/02/2016
Currency USD Disc Date 02/18/2016
Supp. Docs 0
AP Seq. 119-PASO
1099 Category
Include in 1099 Approved Approval Required

Amount	Qty Invoiced	Unit Cost	Standard Cost	Exp. Account	Item #	Description	PO #	Refe
324.00	100	3	5	2015-10-00-00	304 SS	304 STAINLESS STEEL	4408-PASO	

Cash Disbursements

File Options Reports Help

Filter Vendors by Currency

Group # Bank Account Period

Date Account Currency

Due Date EFT Remittance Type

EPlant EFT Pay. Type

Check for Discount Discount Date

Select Enterprise Plant

View All
 One Plant

OK Cancel

User: IQMS Default: PASO PLANT [1]

Enter AP On Account

Amount Paid	Ex. Amount Paid	Discount Taken	Ex. Discount Taken	Invoice #	Balance Due	Ex. Balance Due	Due Date	Discount D
1000	1,000.00	0	0.00	2342342	1000	1,000.00	02/14/2013	01/15/2013

Cash Disbursements

File Options Reports Help

Filter Vendors by Currency

Group # Bank Account Period

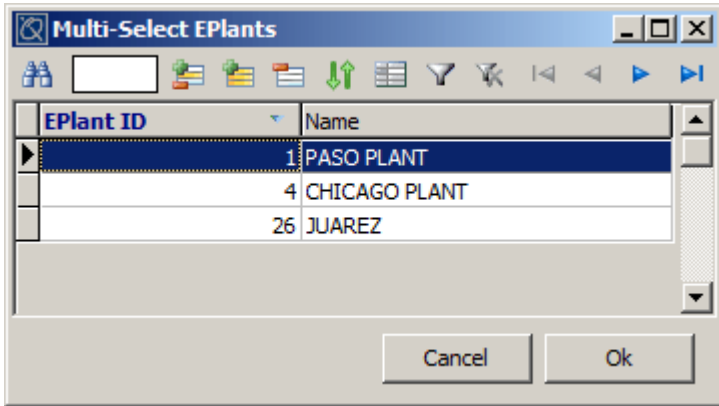
Date Account Currency

Due Date EFT Remittance Type

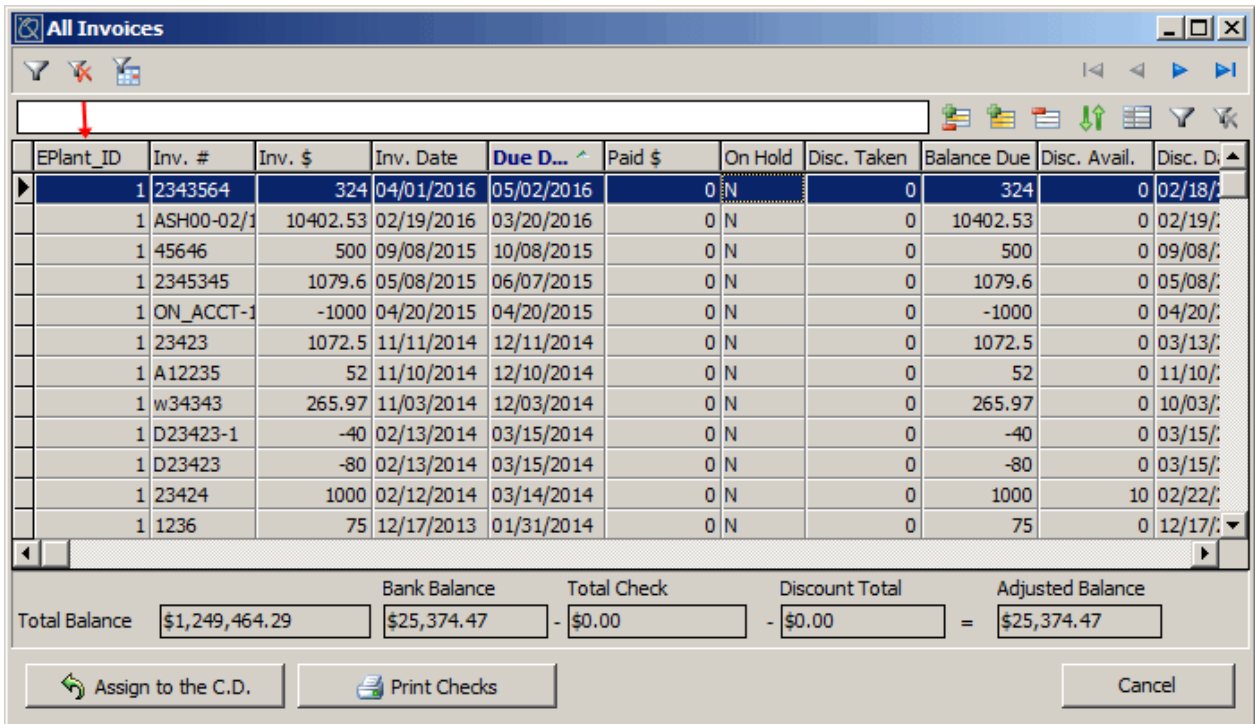
EPlant EFT Pay. Type

Check for Discount Discount Date

The EPlant filter (optional) may be used to set a filter to only display certain EPlant's invoices



When selecting from all invoices notice the EPlant column that displays the EPlant the invoices belong to:



Prepost batch review:

Cash Disbursements		05/02/2016 5:08:54PM	
Select For Payment / PrePost Review		Page: 1	
Pre Posting Batch #: 390			
Period: 5			
Selection Date: 05/16/2016			
		USD	
Vendor #	Payable To	Check Total	Check #
0000000002	MCMaster CARR	324.00	
Invoice #	Due Date	Balance Due	Disc. Taken
2343564	05/02/2016	324.00	0.00
		This Payment	
		324.00	
USD Batch Total		324.00	
Total Number of Checks:		1	
G/L Account Summary Distribution			
G/L Account	Description	Debit	Credit
2011-10-00-00	ACCOUNTSPAYABLE - USD	324.00	0.00
1030-20-00-00	CASH/CHECKING - USD	0.00	324.00
9120-10-00-00	PASO INTER-COMPANY	0.00	324.00
9110-20-00-00	CHICAGO INTER-COMP PROC	324.00	0.00
		648.00	648.00

Even though the user is logged into "View All", because the Bank account belongs to an EPlant, the system will use the correct Inter-Company GL account setup.

Batch# 224, Source CD				
Description	Debit	Credit	Account Description	Account #
AMOUNT FOR CHECK# 1 MCMaster CARR	0.00	324.00	CASH/CHECKING - USD	1030-20-00-00
OFFSET AMOUNT FOR CHECK# 1 MCMaster CARR	324.00	0.00	ACCOUNTS PAYABLE - USD	2011-10-00-00
Intercompany post	0.00	324.00	PASO INTER-COMPANY	9120-10-00-00
Intercompany post	324.00	0.00	CHICAGO INTER-COMP PROC	9110-20-00-00
	648.00	648.00		

General Journal Entry Logged Into View All

There is no EPlant ID assigned to the Header record of the GJ entry. It belongs to the EPlant the user is currently logged into. To create an inter-plant journal entry simply create a balanced entry from one EPlant to the other. The interplant accounts will automatically be used once posted to the General Ledger.

The screenshot displays the 'General Journal Entries' application window. The main header section shows the following details:

- Group ID:** 1136
- Description:** Transfer from EPlant to EPlant
- Group Type:** FREE FORM
- Supp. Documents:** (Empty field)
- User ID:** IQMS

Below the header, the entry is marked as 'On Hold' and dated '05/01/2016' for period '2016 - 5'.

The 'Journal Entry Details' section contains a table with the following data:

Sequence #	GL Account	Description	Date	Debit	Credit	R
1	1035-10-00-00	Transfer from EPlant to EPlant		15,000.00	0.00	
2	1035-20-00-00	Transfer from EPlant to EPlant	05/02/2016	0.00	15,000.00	

At the bottom of the window, a summary bar shows:

- Total Debit: \$15,000.00
- Total Credit: \$15,000.00
- Balance to Distribute: \$0.00

General Journal
Pre-Posting Batch Review

05/02/2016 5:35:42PM
Page: 1

Period 5 From 05/01/2016 To 05/31/2016

Group #: 1136
Type: FREE FORM

GL Account	Ref Code	Description	Date	DEBIT	CREDIT	Reference
1035-10-00-00		INVESTMENTS Transfer from EPlant to EPlant		15,000.00		
				15,000.00		
1035-20-00-00		INVESTMENTS Transfer from EPlant to EPlant	05/02/2016		15,000.00	
					15,000.00	
Total Debits/Credits				15,000.00	15,000.00	

Since the GJ entry belongs to "View All" the corporate interplant transfer account is used in addition to the Paso and Chicago Inter-Company accounts.

The screenshot shows a software window titled "View GL Batches (Source: GJ)". It has a menu bar with "File", "Reports", and "Help". Below the menu bar are navigation icons and a "GL Batch" tab. The main area contains a form with the following fields:

- Batch #: 684
- Period: 5
- Batch Date: 05/02/2016
- Start Date: 05/01/2016
- System Date: 05/02/2016
- End Date: 05/31/2016
- GJ User ID Created: IQMS
- User ID Posted: IQMS

Below the form is a "Batch Details" section with a table:

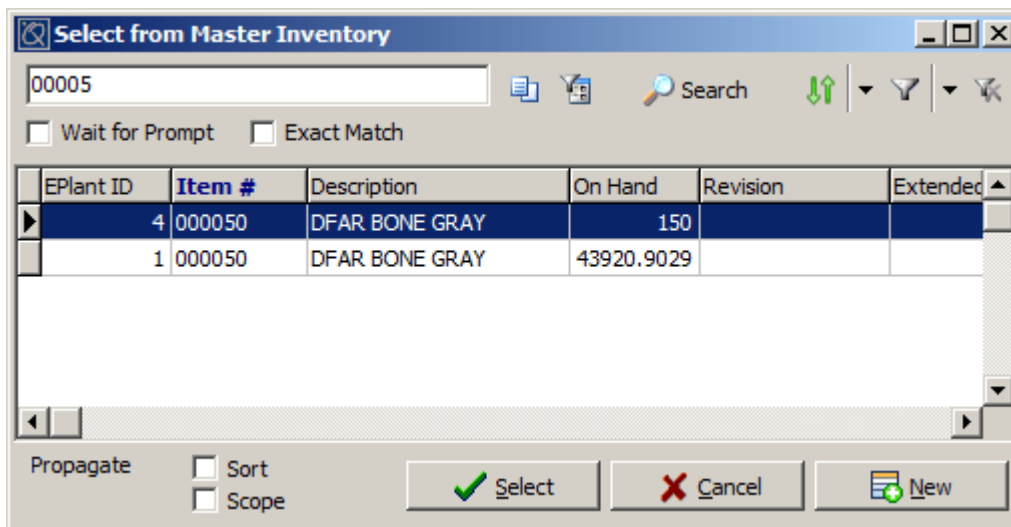
GL Account	Account Description	Debit	Credit	Description
1035-10-00-00	INVESTMENTS	15,000.00	0.00	Transfer from EPlant to EPlant
1035-20-00-00	INVESTMENTS	0.00	15,000.00	Transfer from EPlant to EPlant
9110-00-00-00	CORP INTER-COMP PROC PASO	15,000.00	0.00	Intercompany post
9100-10-00-00	PASO INTER-COMP PROC FROM CORP	0.00	15,000.00	Intercompany post
9120-00-00-00	CORPORATE INTER-COMPANY (FROM CHIC	0.00	15,000.00	Intercompany post
9120-20-00-00	CHICAGO INTER-COMPANY	15,000.00	0.00	Intercompany post

Standard Costing and Inter-Company Setup (Post Inventory Transactions- InterPlant Transfers)

All Inter-Company accounts need to be established, (described in the set up information section above), in order for the InterPlant Transfer GJ entry to pick up the inter-company accounts including the plug values for both the transferring and receiving EPlant.

When transferring product from one EPlant to another, if the standard cost is higher in the receiving EPlant than the sending EPlant then the difference will book to the InterPlant Sales GL Account set up in System Parameters-GL Setup tab. Note that there is an override for this GL account in Inventory (Options->Inventory Accounts), and on the Inventory Item Group. The hierarchy is: (1) Inventory, (2) Inventory Item Group, (3) System Parameters->GL Setup.

Inventory item example: Two parts exist in both EPlants. Class, Itemno and Rev are the same but the EPlant is different. There is no BOM defined for either item. Product is transferred from Paso EPlant (EPlant ID 1) to the Chicago EPlant (EPlant ID 4).



The item in the receiving EPlant (Chicago) has a higher standard cost (0.72) than the item in the transferring Paso EPlant (0.67) which will trigger an inter-company sale between the two EPlants.

While logged into the Paso EPlant the item is transferred to Chicago. (Note that a location must be attached to the item belonging to the receiving EPlant before a transfer can be made).

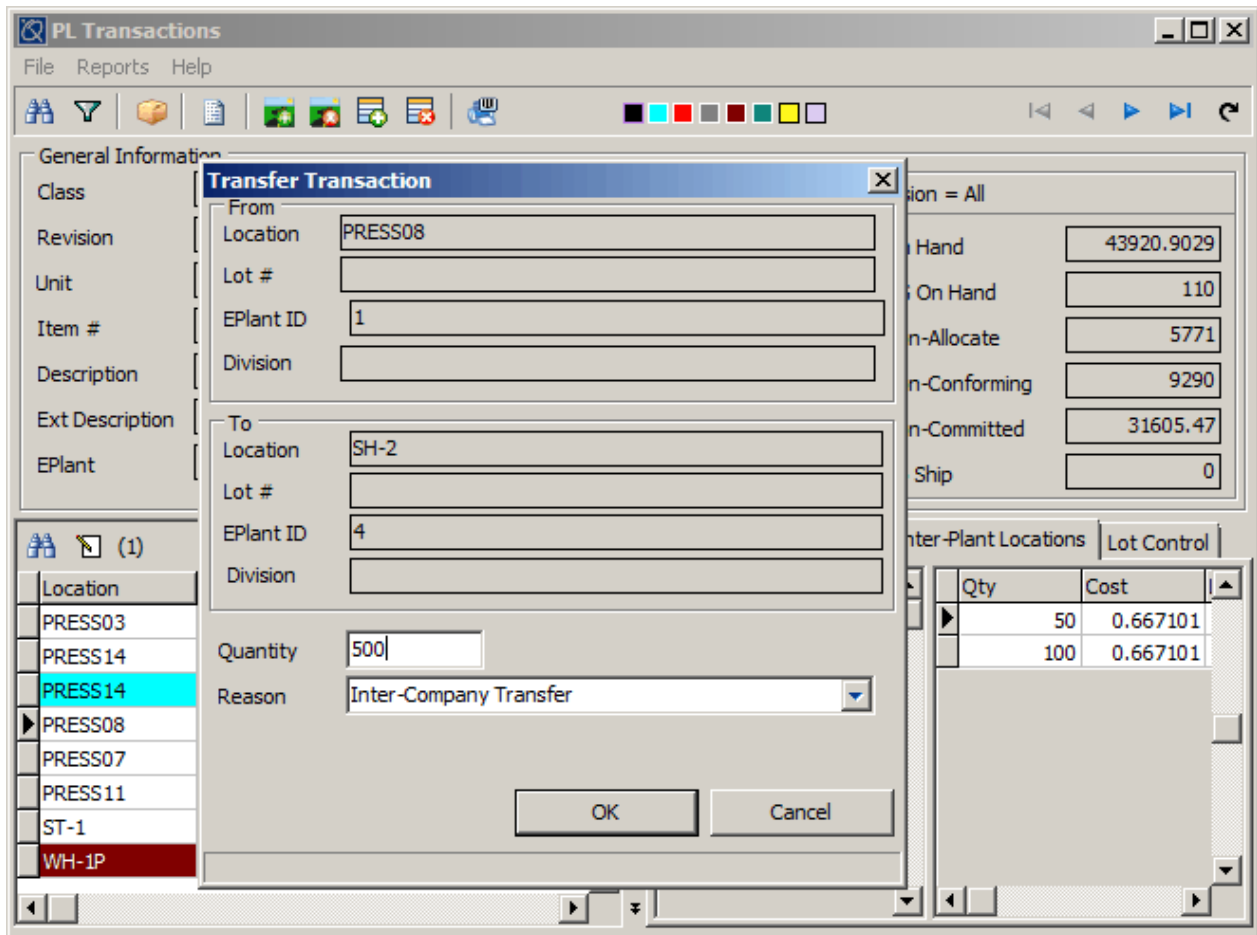
Select a location on the left and drag it to the Chicago location on the right hand side.

The screenshot displays the SAP 'Inter-Plant Locations' window. On the left, a table lists various locations with their respective lot numbers, actual costs, quantities, and in dates. The 'PRESS14' row is highlighted in cyan, and its 'Actual Cos' cell (0.667101) is selected. A red arrow points from this cell to the 'Qty' column of the 'CHICAGO PLANT' row in the table on the right. The right-hand table shows the destination plant's details, including a quantity of 100 and a cost of 0.667101.

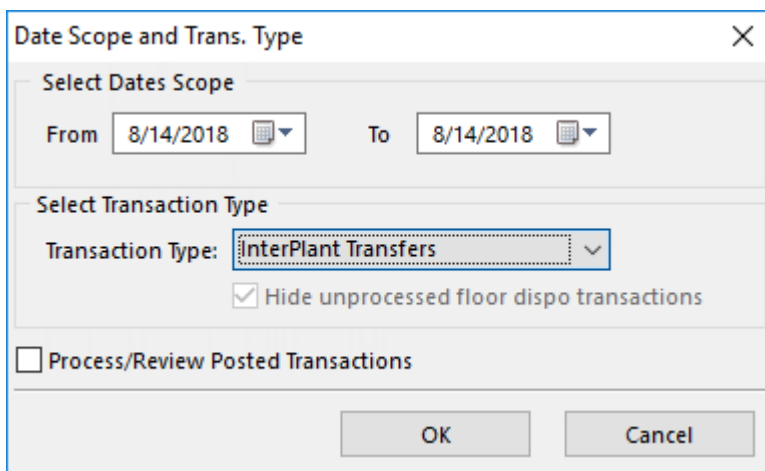
Location	Lot #	Actual Cos	Quantity	In Date
PRESS03		0.667101	184.88	10/20/2
PRESS14		0.667101	1307.69	04/08/2
PRESS14		0.667101	875.749	04/08/2
PRESS08		0.667101	512.81	05/13/2
PRESS07		0.667101	34.23	05/13/2
PRESS11		0.667101	174.64	06/10/2
ST-1		0.667101	10	10/01/2
WH-1P		0.667101	6760	10/21/2

EPlant Name	Qty	Cost
[4] CHICAGO PLANT	50	0.667101
	100	0.667101

Enter the quantity to transfer and optionally a reason in the pop up form.



The InterPlant PIT transaction is available as soon as the transfer is made to the other EPlant. Note: Users must be logged into View All to prepare an InterPlant Transfer PIT transaction. A warning stating, 'Cannot be logged into an EPlant to do InterPlant PIT transactions' will appear if the user is logged into a specific EPlant.



The inter-company accounts do not display in the Post Inventory Transactions screen. They will surface once the general journal entry is prepared.

Transaction Log Std Cost

File Options Reports Help

InterPlant Transfers, Date Scope: 8/14/2018 - 8/14/2018 (pit_hdr_id = 902)

Transl...	Class	Item#	Rev.	Description	In/Out	Qty.	Date	Tr. Type	Locatio
1121877	PL	000050		DFAR BONE GRAY	OUT	110	8/14/2018 1	INTERPLANT XFER	ST-1
1121878	PL	000050		DFAR BONE GRAY	IN	110	8/14/2018 1	INTERPLANT XFER	PRESSO

Account	Description	Debit	Credit
1155-10-00-00	RAW MATERIAL INVENTORY	\$0.00	\$73.39
1155-20-00-00	RAW MATERIAL INVENTORY	\$73.39	\$0.00
		\$73.39	\$73.39

Prepare General Journal Entries

IQ General Journal Entries

File Options Reports Help

General Journal Documents

Group ID 1225 **Description** Inter-Plant
Group Type FREE FORM **Supp. Documents** User ID IQMS
Native Currency USD **Transaction Currency** USD Exchange Rate 1

Period 2018 - 8
 Date 8/1/2018
 On Hold

Journal Entry Details

Sequence #	GL Account	GL Account Description	Date	Transaction Debit	Transaction Credit
▶ 1	1155-10-00-00	RAW MATERIAL INVENTORY	8/14/2018	0.00	73.39
2	7643-10-00-00	INTERCOMPANY TRANSFER	8/14/2018	73.39	0.00
3	1155-20-00-00	RAW MATERIAL INVENTORY	8/14/2018	73.39	0.00
4	7643-20-00-00	INTERCOMPANY TRANSFER	8/14/2018	0.00	73.39

Total Debit		Total Credit		Balance to Distribute
Transaction: 146.78	Native: 146.78	Transaction: 146.78	Native: 146.78	Transaction: 0.00

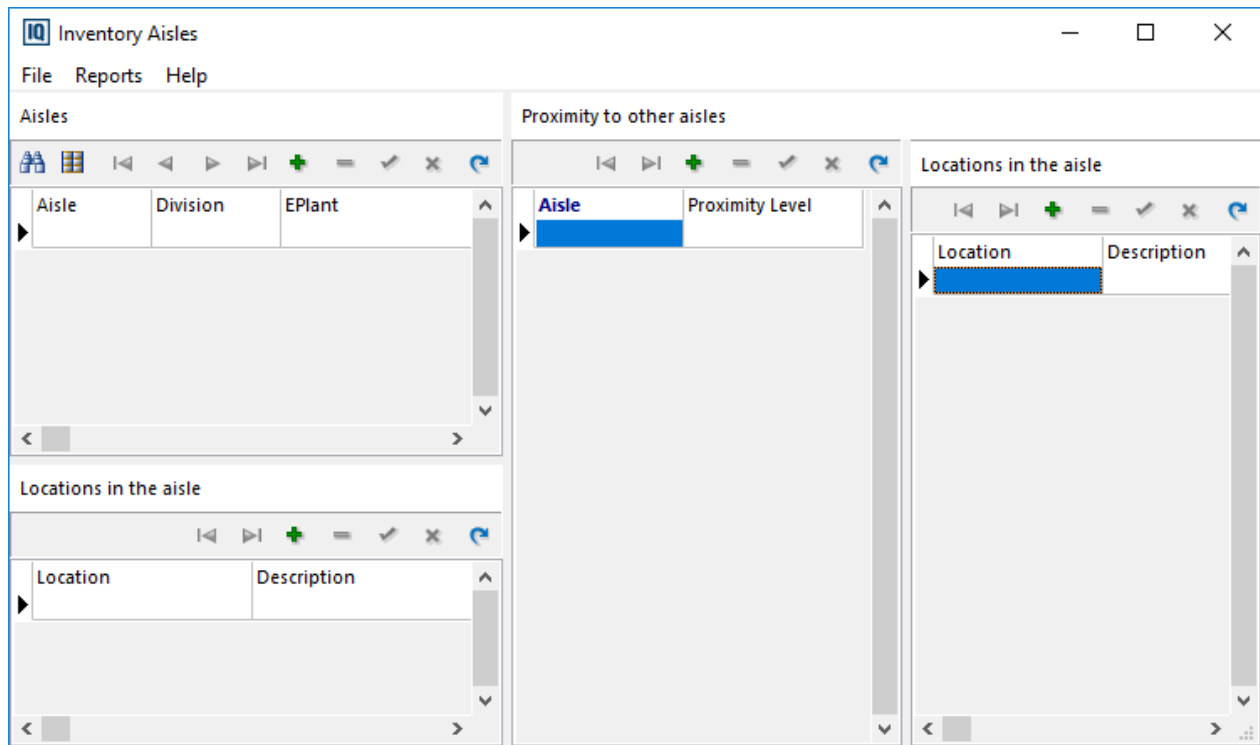
Note: The system will not allow entries to be made between EPlants that have different defined GL Years. An error will display: 'Intercompany cannot affect accounts of companies that have different GL years'.

Note: The C_TRANS_DRILL_ACCT populates with the Inter-Company Transfer records and can be used for reporting.

Inventory Aisles

This option is only available if licensed for 'Advanced WMS'.

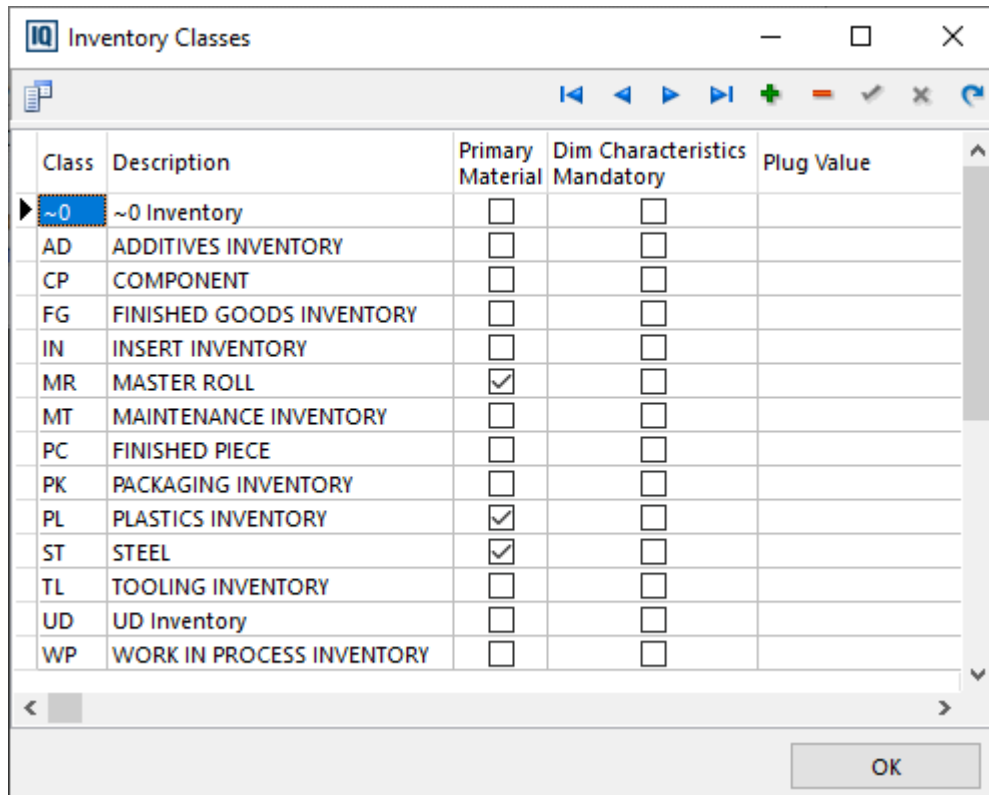
Aisles can be accessed from System Parameters > Lists > Inventory Aisles, Inventory > Miscellaneous > Inventory Location Info > Inventory Aisles, or from the File menu in Inventory Transaction Rules on the WMS Control tab.



See Inventory Aisles for details.

Inventory Classes

From System Parameters->Lists menu users can access the Inventory Class list.



Class	Description	Primary Material	Dim Characteristics Mandatory	Plug Value
~0	~0 Inventory	<input type="checkbox"/>	<input type="checkbox"/>	
AD	ADDITIVES INVENTORY	<input type="checkbox"/>	<input type="checkbox"/>	
CP	COMPONENT	<input type="checkbox"/>	<input type="checkbox"/>	
FG	FINISHED GOODS INVENTORY	<input type="checkbox"/>	<input type="checkbox"/>	
IN	INSERT INVENTORY	<input type="checkbox"/>	<input type="checkbox"/>	
MR	MASTER ROLL	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
MT	MAINTENANCE INVENTORY	<input type="checkbox"/>	<input type="checkbox"/>	
PC	FINISHED PIECE	<input type="checkbox"/>	<input type="checkbox"/>	
PK	PACKAGING INVENTORY	<input type="checkbox"/>	<input type="checkbox"/>	
PL	PLASTICS INVENTORY	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
ST	STEEL	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
TL	TOOLING INVENTORY	<input type="checkbox"/>	<input type="checkbox"/>	
UD	UD Inventory	<input type="checkbox"/>	<input type="checkbox"/>	
WP	WORK IN PROCESS INVENTORY	<input type="checkbox"/>	<input type="checkbox"/>	

The inventory is class-based and supports the following classes although it is possible to create additional classes.

These classes are:

- **FG** - Finished Goods. **EnterpriseIQ** uses this same designation for any part in process as well. An item with an FG class can be shippable or not.
- **PL** - Plastics or base resins. This class is also used in environments other than plastics to classify the main material consumed during production.
- **PK** - Packaging (boxes, bags, etc.)
- **IN** - Inserts or purchased components used in the final production or assembly of the item.
- **MT** - Maintenance items (Preventative Maintenance)
- **TL** - Tooling items (Preventative Maintenance)
- **UD** - User Defined

To create additional classes click on the **Add (+)** button and type the Class and Description. For additional information see Inventory Classes in the **Manufacturing manual**.

Inventory Location Types

This option is only available if licensed for 'Advanced WMS'.

Location Types can be accessed from System Parameters > Lists > Inventory Location Types, Inventory > Miscellaneous > Inventory Location Info > Location Types, or from the File menu in Inventory Transaction Rules on the WMS Control tab.

Location ID	Location Name	Description	EPlant	Division	Active	Locati
-------------	---------------	-------------	--------	----------	--------	--------

See Location Types for more information.

Inventory Zones

Zones can be accessed from System Parameters > Lists > Inventory Location Zones, Inventory > Miscellaneous > Inventory Location Info > Location Zones, or from the File menu in Inventory Transaction Rules on the WMS Control tab.

The screenshot shows the 'Inventory Zones' application window. The title bar includes the 'IQ' logo and the text 'Inventory Zones'. Below the title bar is a menu bar with 'File' and 'Help'. A toolbar contains icons for home, list, back, forward, add, equals, checkmark, delete, and refresh. The main area is divided into two columns of input fields. The left column contains: Code (text box), Description (text box), Zone Type (dropdown menu), Division (dropdown menu), and EPlant (text box with a dropdown arrow). The right column contains: Allocatable (checkbox), Cases per Aisle (text box), Current Aisle (text box), Current Count (text box), and Pallets per Aisle (text box). Below the input fields is another toolbar with the same icons as above. At the bottom is a table with the following columns: Location ID, Location Name, Description, EPlant, and Divis. The table body is currently empty.

Location ID	Location Name	Description	EPlant	Divis
-------------	---------------	-------------	--------	-------

See Inventory Zones for more information.

Inventory Locations

From System Parameters->Lists menu users can access the Master Locations list.

The screenshot displays the 'Master Locations' configuration window. The top section contains a grid of fields for location details:

- Location:** FG-1
- Description:** FINISHED GOODS WHAREHO
- EPlant:** PASO PLANT
- Building:** (dropdown)
- Warehouse:** (dropdown)
- Status:** P-Picking
- Reservation:** (text field)
- Locating Zone:** (text field)
- Allocating Zone:** (text field)
- Drop Zone:** (text field)
- Work Zone:** (text field)
- Pick Path:** (text field)
- Location Type:** (text field)
- Plug Value:** (text field)
- Length (ft):** (text field)
- Width (ft):** (text field)
- Height (ft):** (text field)
- Weight:** (text field)
- Pallet Count:** (text field)
- Inactive:**

The 'General' tab is selected, showing additional configuration options:

- Aisle:** (text field)
- Bay:** (text field)
- Level:** (text field)
- Items per Location:** (dropdown)
- Allow Mixed Lots:**
- Max Case Stack:** (text field)
- Max Pallet Stack:** (text field)
- Allocate Sequence:** (dropdown)
- User Text 1:** (text field)
- User Text 2:** (text field)
- Last Cycle Count:** (text field)
- VMI:**
- Non Conform:**
 - Allocatable:**
 - Default Code:** (text field)
 - Non Allocatable:**
 - Ship Designator:**
 - Receive Designator:**
 - Disposition Designator:**
 - Shipping/Receiving Dock:**
 - No Ship:**
 - No Backflush:**
 - Transit Location:**
 - Disable Auto Delete:**
 - Do Not Process Shelf Life 2:**

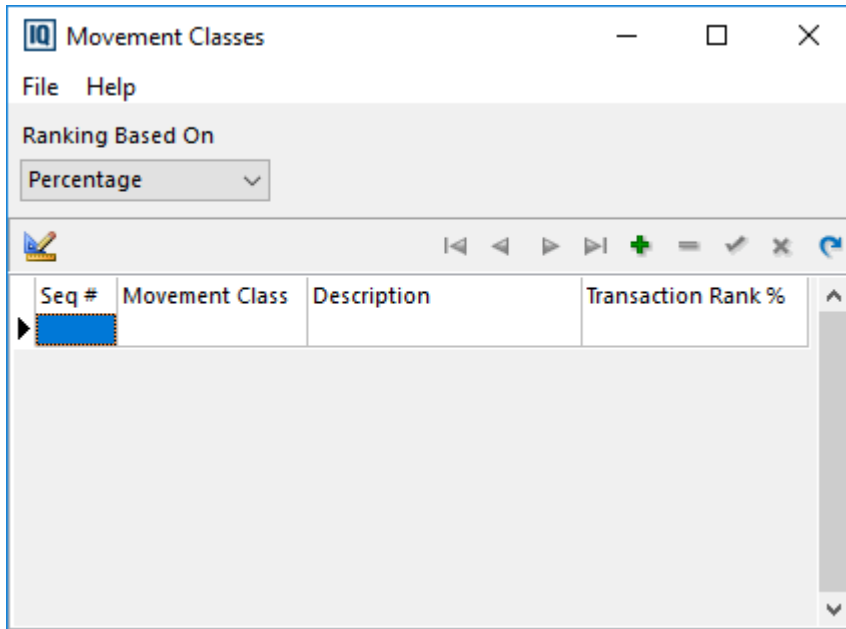
The Master location list is a list of all locations where inventory is stored. All inventory items are kept in a specific location. **EnterpriseIQ** supports unlimited locations per inventory item. Each location may have a unique lot number and cost. Locations may be marked as VMI (a Vendor Managed Inventory location), Non Conform, Ship Designator (for Pick Tickets), Receive Designator, No Ship, No Backflush, or as a Transit Location.

For additional information see **Inventory Locations** in the **Manufacturing manual**.

Inventory Movement Class

This option is only available if licensed for 'Advanced WMS'.

Movement Classes can be access from System Parameters > Lists > Inventory Movement Class, Inventory > Miscellaneous > Inventory Location Info > Movement Class Maintenance, or from the File menu in Inventory Transaction Rules on the WMS Control tab.

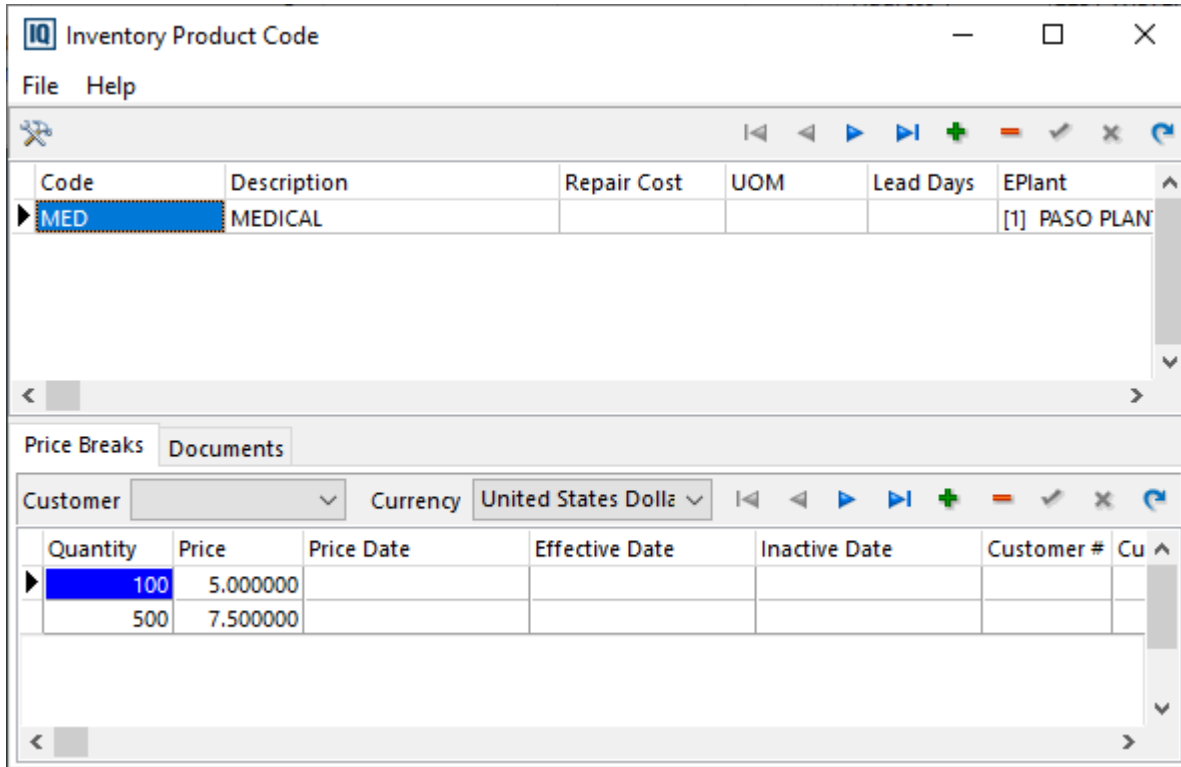


Inventory Movement Classes describe the frequency of transactions for the item. It is used in Inventory Transaction Rules for driving product to various locations and how pick rules or locating rules may be assigned. Each inventory item should be assigned a movement class for it's loose, case, and/or pallet movement. This movement class may be the same and should be based on the variations in the movement of the item.

See Movement Class Maintenance for more information.

Inventory Product Codes

From System Parameters->Lists menu users can access the Inventory Product Codes list. Inventory Product Codes are used to group like products. This list defines the product groupings that have the same price breaks used to determine the volume discounts. These product codes are then linked to inventory items.

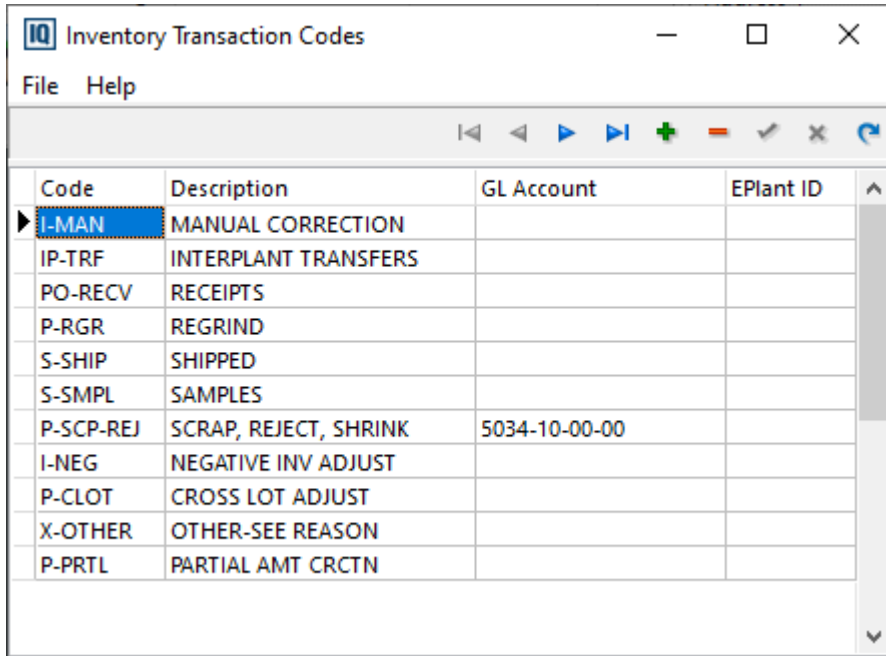


To create a new product code, select Inventory Product Codes from the Misc menu in Inventory. Click on the ADD (+) button on the top navigator bar and enter the information in the related fields.

For additional information See Inventory Product Codes in the Volume Pricing in EnterpriseIQ section.

Inventory Transaction Codes

From System Parameters->Lists menu users can access the Inventory Transaction Codes.



Code	Description	GL Account	EPlant ID
I-MAN	MANUAL CORRECTION		
IP-TRF	INTERPLANT TRANSFERS		
PO-RECV	RECEIPTS		
P-RGR	REGRIND		
S-SHIP	SHIPPED		
S-SMPL	SAMPLES		
P-SCP-REJ	SCRAP, REJECT, SHRINK	5034-10-00-00	
I-NEG	NEGATIVE INV ADJUST		
P-CLOT	CROSS LOT ADJUST		
X-OTHER	OTHER-SEE REASON		
P-PRTL	PARTIAL AMT CRCTN		

Inventory Transaction Codes are used when doing manual transactions in inventory. Transaction codes can be attached to transactions and will then appear in the Transaction Log for the item.

GL account numbers may also be attached to the code which is used in posting GL inventory transactions for standard costing.

Note: When doing a manual transaction in inventory, including manual transactions for Inventory Blend Items, and a transaction code is assigned with a GL account, if the 'Include Materials Backflush' is checked, the system will use the appropriate GL Account for the component inventory, OH and Labor, as if Transaction Code had not been selected.

An **EPlant** can be associated to a code by selecting the ellipsis button in the EPlant field and selecting a plant from the list. The system uses a soft filter in pick lists to allow selection of transaction codes belonging to the logged-in user's EPlant and codes with a null EPlant.

To add transaction codes, click on the **Add (+)** button and enter the Code, Description, EPlant (optional), and GL Account (optional). GL accounts can be selected from the drop down list or right click and select 'Assign Acct# via pick list' to access a pick list of accounts.

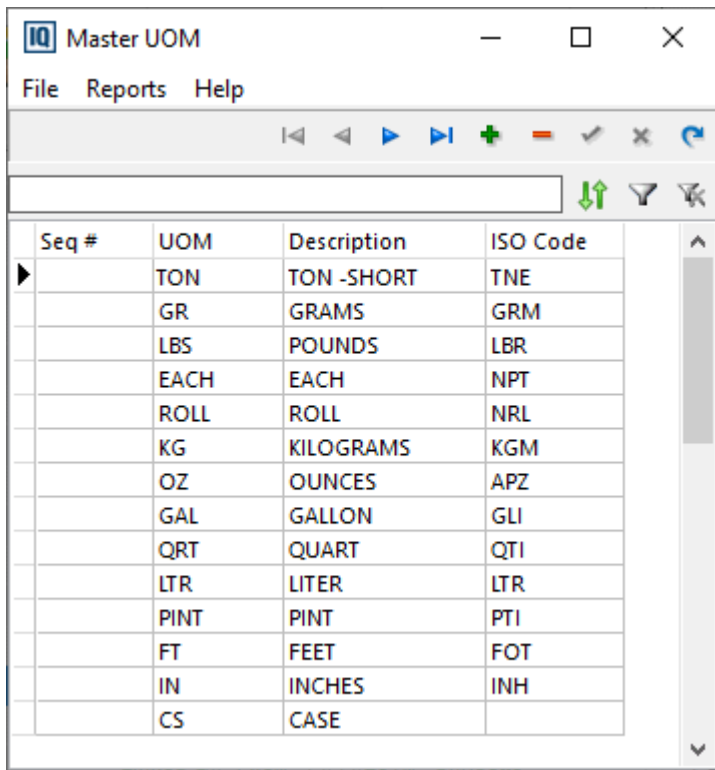
Inventory Transaction Rules

This option is only available if licensed for 'Advanced WMS'.

Inventory Transaction Rules are the driving factor for how product would be located and picked. Each rule set can have an unlimited amount of detail rule sequences to use for locating product. Rules are unique based on the following fields: Kind (Locating or Picking), Source Module, Movement Class, EPlant, and Division. There can be many Rule Groups and a Rule Code will be called based on the source module and movement class. The form is divided into two tabs: Locating Rules and Picking Rules. Locating rules are used to direct items to specific regions in the warehouse. Picking rules are used during the picking process in finding product to pick.

Unit of Measure for Inventory

From System Parameters->Lists menu users can access the Master UOM list by selecting Inventory Unit of Measure.



The screenshot shows a software window titled "Master UOM" with a menu bar (File, Reports, Help) and a toolbar with navigation icons. Below the toolbar is a search field and a list of units of measure. The list has four columns: Seq #, UOM, Description, and ISO Code. The first row is selected.

Seq #	UOM	Description	ISO Code
▶	TON	TON -SHORT	TNE
	GR	GRAMS	GRM
	LBS	POUNDS	LBR
	EACH	EACH	NPT
	ROLL	ROLL	NRL
	KG	KILOGRAMS	KGM
	OZ	OUNCES	APZ
	GAL	GALLON	GLI
	QRT	QUART	QTI
	LTR	LITER	LTR
	PINT	PINT	PTI
	FT	FEET	FOT
	IN	INCHES	INH
	CS	CASE	

The inventory UOM list allows for multiple units of measure to be created. To add additional UOM's, click on the Add (+) button and enter the UOM and Description. The Seq # field will automatically populate with the next sequence number. The Seq # field can be modified to enable users to control the sorting (i.e. put the most used UOMs at the top). The ISO Code is used in credit cards for Level III processing. The ISO Code can be selected from the pick list accessed from the ellipsis button. For example, for the UOM of each the ISO Code defaults to NPT (Number of Parts).

To remove UOM's, click on the Minus (-) button and confirm deletion.

Note: The UOM of GR should never be deleted even if none of the manufacturing types utilize grams.

For additional information Units of Measure in the Inventory section.

Inventory UPC Codes

Multiple UPC (Universal Product Codes) can be entered for an inventory item. From the List menu in System Parameters select Inventory UPC Codes, or the Miscellaneous menu in Inventory select Edit UPC Codes and the following form will appear:

The screenshot shows a software window titled "UPC Codes". On the left, there is a list of "Inventory Items" with columns for "Item #" and "Description". The item "05543-101 VOLUME CUP" is selected. On the right, there is a table with columns "Sequence #", "UPC Code", and "Quantity". The table contains one row: Sequence # 1, UPC Code 123456789, and Quantity 2000. Above the table are buttons for adding (+), deleting (-), and refreshing.

Item #	Description
000050	DFAR BONE GRAY
000100	T-4500 BLACK
021119 FG	021119 FG
0242SD	DR POCKET ASSEMBLY
040219 FG	040219 FG
050114	RACK, WHITE
▶ 05543-101	VOLUME CUP
08092-102	RETAINER CLIP
081318 FG	081318 FG

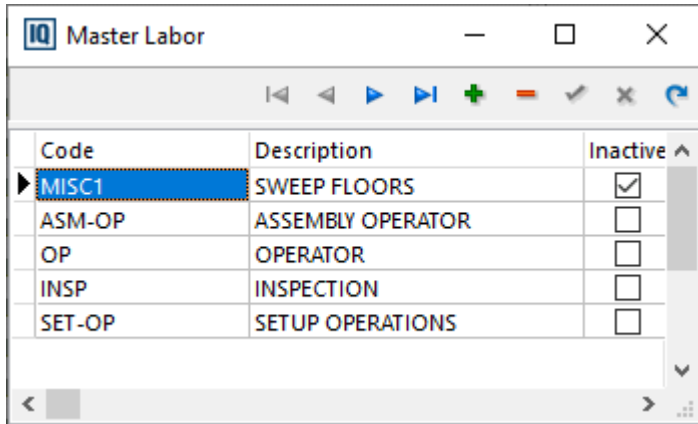
Sequence #	UPC Code	Quantity
1	123456789	2000

The left side displays all of the items in Master Inventory. This list can be sorted by any column. Use the white box to type the known information to locate the desired item. To enter UPC Codes select the ADD (+) button and enter the UPC Code and quantity. The Qty field indicates the quantity of inventory this UPC code represents. The sequence number will automatically fill in based on the order the UPC Codes are entered or it can be manually typed in.

The first two UPC codes, sequence 1 and 2, will be captured in Master Label, the dbf and LMINVTRY. The fields are UPC_Code and UPC_Code2 respectively.

Labor Codes

From System Parameters->Lists menu users can access the Master Labor Codes



Code	Description	Inactive ^
MISC1	SWEEP FLOORS	<input checked="" type="checkbox"/>
ASM-OP	ASSEMBLY OPERATOR	<input type="checkbox"/>
OP	OPERATOR	<input type="checkbox"/>
INSP	INSPECTION	<input type="checkbox"/>
SET-OP	SETUP OPERATIONS	<input type="checkbox"/>

Labor Codes are used in production reporting and as user defined tasks in Time and Attendance. Labor hours for a specific employee may be associated with a line item on a production report and a labor code may be assigned as well. This field can then be added to reports.

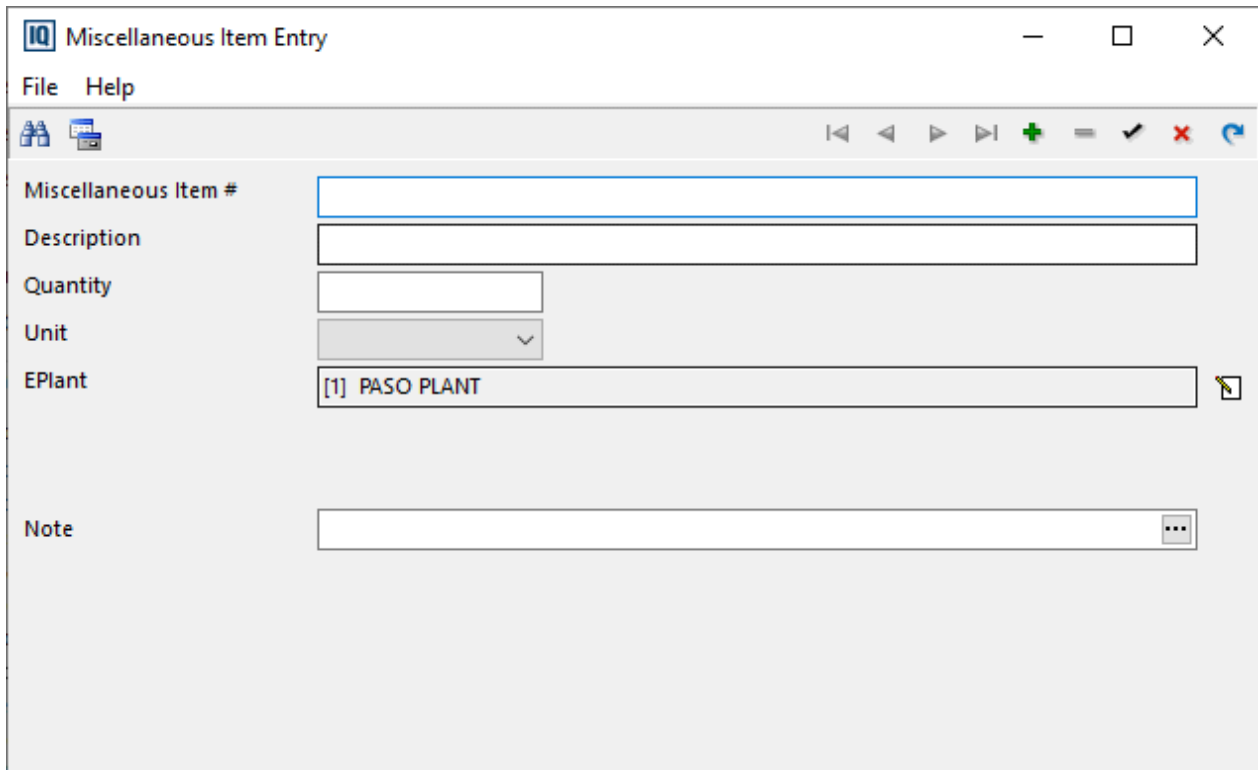
In Time and Attendance the Labor Codes are used to describe user defined tasks that an employee can clock into on the Task Clock screen.

To add a Master Labor Code, click on the **Add (+)** button and type in a user defined code and description.

Labor codes can be marked inactive which will hide them from lists where labor is reported.

Manual PS Miscellaneous Items List

- This list is used to add miscellaneous items to Manual Packing Slips. When the miscellaneous button is selected on manual packing slips this list will appear for the user to choose from. This list can also be accessed from the Options menu in the Manual Packing Slip module.
- To create a new miscellaneous item enter the Miscellaneous Item #, Description, default Quantity, then choose a unit of measure from the drop down list. The EPlant will populate with the current logged in EPlant but can be changed by clicking the 'Assign EPlant' button. A Note can also be added which will carry over to the Note field on the Manual Packing Slip.



The screenshot shows a software window titled "Miscellaneous Item Entry". The window has a standard Windows-style title bar with minimize, maximize, and close buttons. Below the title bar is a menu bar with "File" and "Help" options. A toolbar is located below the menu bar, containing icons for save, print, back, forward, add, equals, checkmark, delete, and refresh. The main area of the window contains a form with the following fields:

- Miscellaneous Item #
- Description
- Quantity
- Unit (dropdown menu)
- EPlant (text input field containing "[1] PASO PLANT" and an "Assign EPlant" icon)
- Note (text input field with a "..." icon)

Manufacturing Cells

From System Parameters->Lists menu users can access the Manufacturing Cells list.

View Manufacturing Cells
— □ ×

File Help
⏪ ⏩ + - ✓ ✕ ↻

Manufacturing Cell	Description	Manufacturing Type	EPlant Name	Warehouse
▶ PASO INJ	INJECTION	INJECTION	PASO PLANT	
PASO GENERIC	ASSEMBLY	GENERIC	PASO PLANT	
CHICAGO INJ	INJECTION	INJECTION	CHICAGO PLANT	
CHICAGO GENERIC	ASSEMBLY	GENERIC	CHICAGO PLANT	
PASO OV	OUTSOURCED VENDOR	OUTSOURCE	PASO PLANT	
CHICAGO OV	OUTSOURCED VENDOR	OUTSOURCE	CHICAGO PLANT	
PASO EXT	EXTRUSION BY LENGTH	EXTRUSION	PASO PLANT	
CHICAGO EXT	EXTRUSION	EXTRUSION	CHICAGO PLANT	
PASO BLW	BLOWMOLDING	BLOWMOLD	PASO PLANT	
PASO STAMP	STAMPING	STAMPING	PASO PLANT	
PASO EXT-WT	EXTRUSION BY WEIGHT	EXTRUSION2	PASO PLANT	
PASO BLND	BLENDING	BLENDING	PASO PLANT	
PASO TFORM	THERMOFORM - RIM	THERMOFORM	PASO PLANT	
PASO TFORM2	TFORM2 - RM IN SHEET	TFORM2	PASO PLANT	
PASO ASSY1	ASSY1 PROCESSES	ASSY1	PASO PLANT	
PASO EXT-EA	EXTRUSION BY EACH	EXTRUSION3	PASO PLANT	
PASO MBATCH	MASTER BATCH/CO	MBATCH	PASO PLANT	
PASO THERMOSET	THERMOSET	THERMOSET	PASO PLANT	
REWORK	REWORK	REWORK	PASO PLANT	
PASO ASSY2	ASSY2 PROCESS/LINE	ASSY2	PASO PLANT	
PASO ASSY3	ASSY3 LINE	ASSY3	PASO PLANT	
PASO TL	TOOLING	PM	PASO PLANT	
PASO MT	MAINTENANCE	PM	PASO PLANT	
PASO SFOAM	STRUCTURAL FOAM	SFOAM	PASO PLANT	
PASO SLITTING	SLITTING	SLITTING	PASO PLANT	
PASO COMPLEX	COMPLEX	COMPLEX	PASO PLANT	
PASO TREAT	TREATMENT	TREATMENT	PASO PLANT	
CAD EXT2	CAD EXT2	EXTRUSION2	CANADA PLANT	

Production Reporting

Reporting Method

Actual Cost

Disposition Parameters

IN Location

OUT Location

Disposition all Hard Allocated raw material when work order is marked "Prod Finished"

System Default

Freeze consumption beyond hard allocated

Labor

Current Rate

Future Rate

Budget Rate

Forecast Rate

Labor posted from Time & Attendance

Include manual labor from PRS

Rejects

Component rejection location is mandatory

Manufacturing Cells are used to designate separate areas in your facility. Separate scheduling and production reporting is done for each cell. Users may choose to create MFG Cells based on:

- Location - i.e., plant 1, plant 2
- Product Line - i.e., medical, automotive
- Process - i.e., secondary, assembly, blending

Manufacturing Cells result in:

- Scheduling - separate production schedules by cell
- RealTime - monitor and enter production data by cell
- Production Report - separate shift reports by cell
- Shop Calendar - define available production hours by cell
- Different labor rates can be associated to each cell

Once this function has been set up in the system, the user will need to group work centers to a cell, group BOMs to a cell, and setup the Shop Calendar by cell. The user can then schedule these standards to run on work centers for each cell and report the production being made by each.

For more information refer to the Manufacturing Cells section in the Introduction to EnterpriseIQ Basics section.

Manufacturing Types

From System Parameters->Lists menu users can access the MFG Types list.

The screenshot shows the 'MFG Types' application window. The main area is a table listing manufacturing types with columns for 'Manufacturing Type', 'DESCRIP', and 'Defat'. The right-hand side of the window contains two sub-panels: 'Report Names' and 'EPlant Specific'.

Manufacturing Type	DESCRIP	Defat
ASSY1	ASSY PROCESSES	
ASSY2	ASSY PROCESSES/LINES	
ASSY3	ASSY LINES	
BLENDING	BLENDING STATION	
BLOWMOLD	BLOW MOLDING	
COMPLEX	COMPLEX	
COMPOUND1	COMPOUND1	
EXTRUSION	EXTRUSION BY LENGTH	
EXTRUSION2	EXTRUSION BY WEIGHT	
EXTRUSION3	EXTRUSION BY EACHES	
GENERIC	GENERIC MFG	
INJ2	INJ2	INJEC
INJECTION	INJECTION MOLDING	
INSPECTION	QUALITY INSPECTION	
JOBSHOP	JOBSHOP	
KITTING	KITTING	GENE
MBATCH	MASTERBATCH	
OUTSOURCE	OUT SOURCED	
PM	PM	
REWORK	REWORK	
SFOAM	Structural Foam	
SLITTING	SLITTING	
STAMPING	METAL STAMPING	
TFORM2	TFORM2 - RM SHEET/EA	
THERMOFORM	TFORM - RM POUNDS	
THERMOSET	THERMOSET	
TREATMENT	TREATMENT	

Report Names	
BOM Default	ASSY1_cnfg.rpt
WO Default	Assy1wrkord.rpt
ASSY1 Labor Schedule	ASSY1_labor_sched.rpt
ASSY1 Traveler	ASSY1_traveler.rpt
Assembly Data	
ASSY1 Tote Label	

EPlant Specific		
EPlant ID	Report	Report File Name

This list specifies the types of manufacturing done in your facility. Each type has a specific BOM and WO report associated with it, which can also be EPlant specific. A Labor and Overhead Cost element are assigned by selecting from the drop down list, also a default labor rate is associated with each manufacturing type.

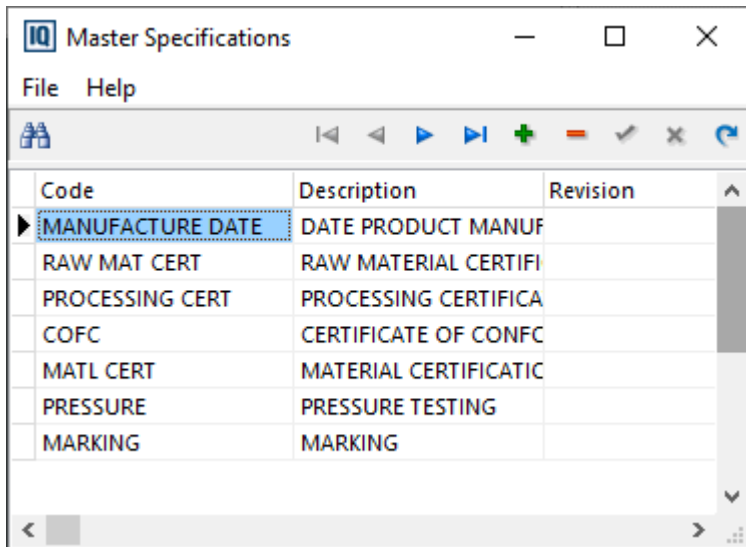
The calculation for Overhead can be based on the Labor rate or the work center rate. If 'Work Center Based' is selected, overhead will be calculated as usual; center rate x prod hours. If 'Labor Based' is selected with a rate filled in then the Overhead cost will be labor hours x labor rate. If a rate isn't filled in, the overhead will be 0. Please refer to the Overhead calculations in the Inventory section.

User defined manufacturing types may be added. Click on the **Add (+)** button on the navigator bar and enter the Mfg Type, Description, specify the reports to be used, labor rate, and cost elements. The format for user-defined MFG types is the same as the Generic MFG type.

For additional information see Modifying Manufacturing Types in the Basic Manufacturing Setup section.

Master Specifications

From System Parameters->Lists menu users can access the Master Specifications list.



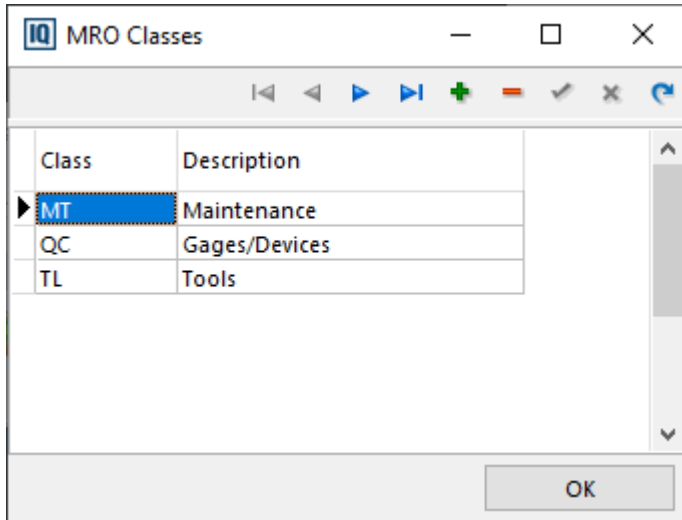
Code	Description	Revision
MANUFACTURE DATE	DATE PRODUCT MANUF	
RAW MAT CERT	RAW MATERIAL CERTIFI	
PROCESSING CERT	PROCESSING CERTIFICA	
COFC	CERTIFICATE OF CONFC	
MATL CERT	MATERIAL CERTIFICATIC	
PRESSURE	PRESSURE TESTING	
MARKING	MARKING	

The Master Specifications screen allows the user to tie any specifications or special codes to a particular item. Master Specifications can be used in user defined reports.

The first step is to create the Master Specifications by clicking on the **Add (+)** button on the navigator bar and entering a code, description, and revision level. The next step is to attach the master specifications to inventory items. For a detailed explanation see Item Specs.

MRO Class List

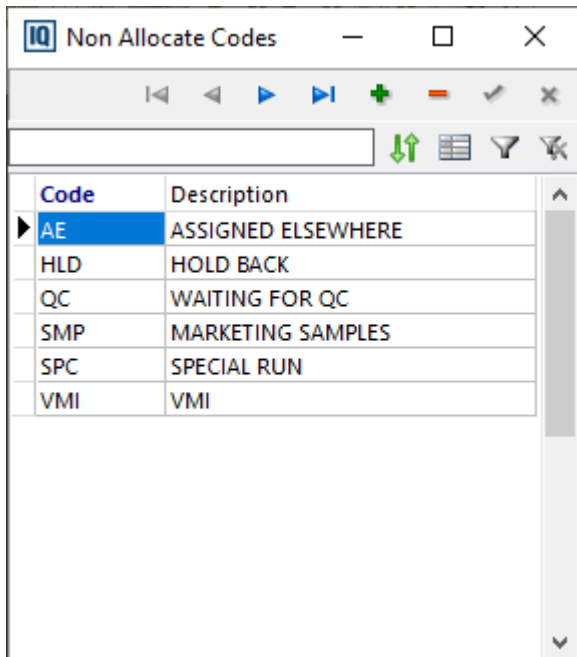
From System Parameters->Lists menu users can access the MRO Class list.



Three classes of equipment come with the system but user defined classes can be created. The three default classes are: Maintenance items (MT), Tooling inventory (TL), and Quality Control (QC). Typically MT items are used by the MRO system for equipment and other machinery. TL items are used in the construction of tooling or for tools themselves. The QC type items are typically quality gages and devices.

Non Allocate Codes

From System Parameters->Lists menu users can access the Non Allocate Codes list.



Non Allocate codes are used in inventory to specify why item(s) in a location are non allocatable. Non allocatable items are not considered for MRP purposes, but they are in the on hand quantity and are valued in inventory. User can sort on either column by clicking the column header. Unused codes can be deleted by selecting the minus button on the navigator bar. If a code has been associated to records it cannot be deleted, a 'unique constraint' error will appear.

For additional information see Material Status in the Inventory section.

Non Conform Codes

From System Parameters->Lists menu users can access the Non Conform Codes list.

Code	Description	Inactive
26	REASON N/A	<input type="checkbox"/>
I-BDM	BAD MATERIAL	<input type="checkbox"/>
I-EXP	SHELF LIFE EXPIRED	<input type="checkbox"/>
I-OBM	OBSOLETE MATERIAL	<input type="checkbox"/>
MISSING	MISSING	<input type="checkbox"/>
P-COS	COSMETIC	<input type="checkbox"/>
P-DMG	DAMAGED	<input type="checkbox"/>
P-PEND	QUESTIONABLE, PENDING REVIEW	<input type="checkbox"/>
P-RWK	REWORK	<input type="checkbox"/>
P-SPC	OUT OF SPEC	<input type="checkbox"/>
REWORK	In Rework	<input type="checkbox"/>

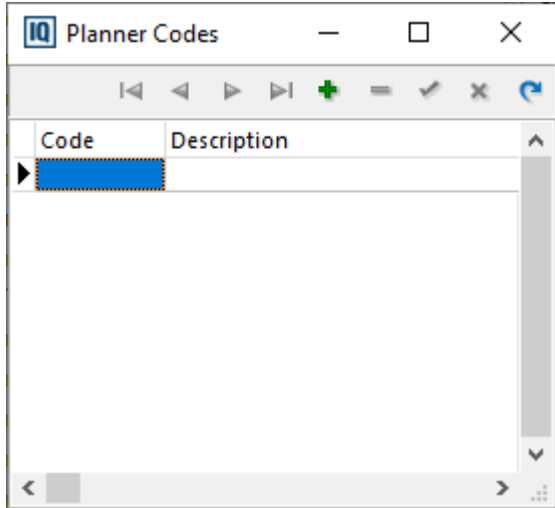
Non Conform Codes are used in inventory to specify why item(s) in a location are non conforming. By default Non Conforming items are not considered for MRP purposes and are taken out of the on hand inventory, unless the allocatable box is checked. Unused codes can be deleted by selecting the minus button on the navigator bar. If a code has been associated to records it cannot be deleted, a 'unique constraint' error will appear. The codes can be marked inactive which will hide them from pick lists throughout the system. To mark a non conform code inactive select the Y from the Inactive drop down field.

The code list can be sorted on the Code or Description column by clicking on the header.

For additional information see 'Non Conform Materials' in the Material Status section.

Planner Code

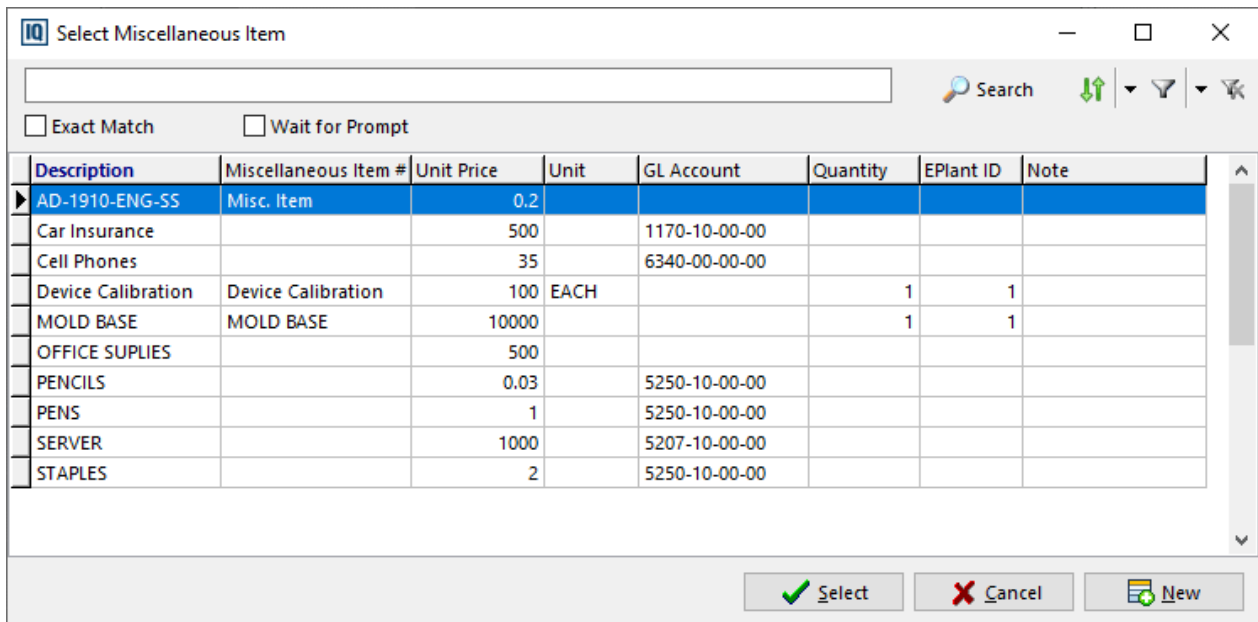
From System Parameters->Lists menu users can access the Planner Codes list. This list does not have any functionality at this time but will be used for future development.



To create Planner Codes select the ADD (+) button and enter the code and description in the fields.

PO Miscellaneous Items List

This is the list of Miscellaneous items added to purchase orders. After selecting this option a pick list of miscellaneous items will appear.



Select an item to view the details or select the New button to enter a new record. This list is also available from the Options menu in Requisitions/POs.

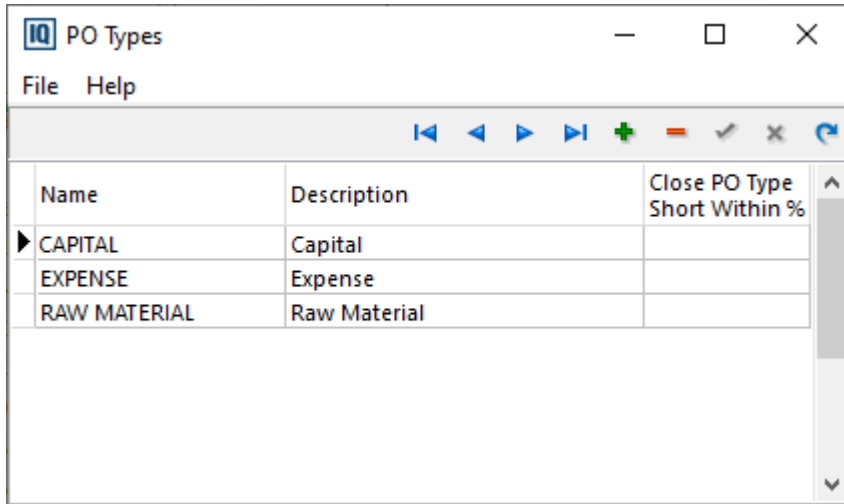
To create a new record enter the information in the fields shown below:

Miscellaneous Item #	Miscellaneous item number (alphanumeric). If this field is left blank it will default to 'Misc. Item'.
Description	The description of the miscellaneous item. This field is required. If it is not entered the miscellaneous item cannot be added to a requisition/PO.
Quantity	The typical order quantity. This will populate the Blanket Quantity field on the Requisition/PO.
Unit Price	The unit price of the item. This will populate the Unit Price field on the Requisition/PO.
Unit	Select the unit of measure from the drop down list. This will populate the UOM field on the Requisition/PO.
GL Account	Select the GL Account from the pick list to be used when the item is added to a Requisition/PO. Through security this field can be disabled and hidden from view. This can be manually changed on the line item without updating the Misc Item's master record.
EPlant	An EPlant can be assigned to the item by selecting the 'Assign EPlant' button. The system will filter the pick list of miscellaneous items based on the logged-in user's EPlant and records with a null EPlant. Through security this field can be disabled and hidden from view.
Receiving Note	Enter a note (up to 255 characters) to pop up when posting the receipt for the miscellaneous item.

When a Requisition/PO is created using the 'Add or Edit Miscellaneous Item' button is selected, this pick list will display for users to choose from.

PO Types

From System Parameters->Lists menu users can access the PO Types list. This is the list of Purchase Order types. The list includes three PO Types supplied by the system: Capital, Raw Material, and Expense. Additional types can be added by selecting the insert record button and entering the Name and Description. When purchase orders are created the user selects the type from the drop down list.



Name	Description	Close PO Type Short Within %
CAPITAL	Capital	
EXPENSE	Expense	
RAW MATERIAL	Raw Material	

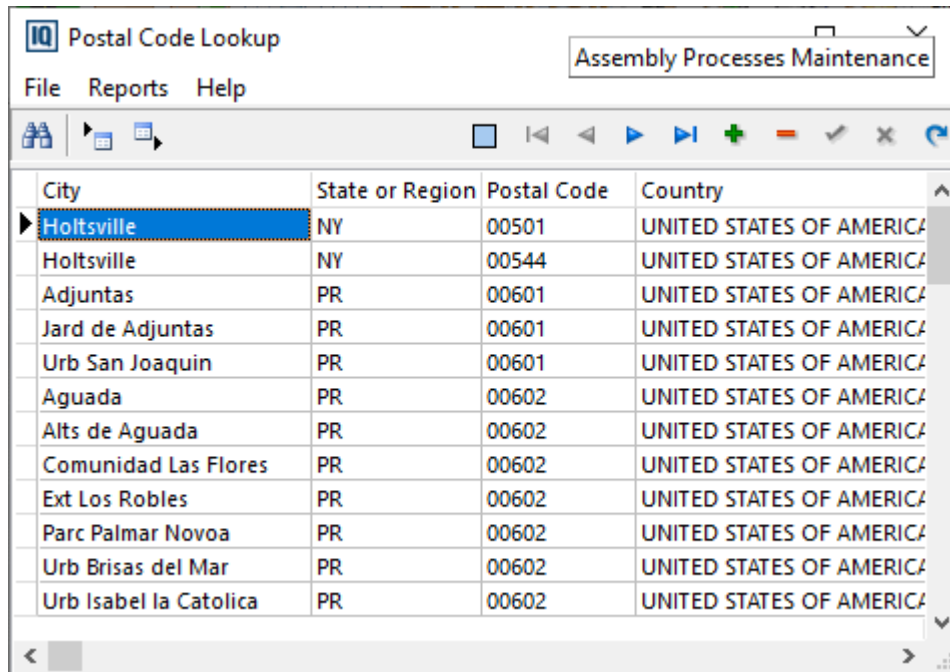
Specific PO Limits can be assigned to users for each of the PO Types in the Security Inspector module. Users can also have a specific PO Type assigned as their default to automatically populate when creating new PO's. (See Lower User Tabs in Security Inspector for details).

Note: The Name and/or Description of any existing PO Type can be modified within this form. If changing the name, users entering PO's may need to manually select the new name from the PO Type drop-down to activate the change (only on the first PO created) unless they have a default PO Type assigned. If PO Templates are used, ensure the modified PO Type is assigned on the associated Approval Template record for creating new workflows.

Each PO Type can have a specific 'Close PO Type Short Within %' assigned to it. Enter the percent value to close purchase orders associated to the PO Type. For example, if you want to close PO's for the Capital PO Type when they are within five percent (5%) of the blanket quantity ordered, enter a 5 in the Close PO's Short Within% field. The system will look first to the PO Type's close short % when posting the receipt to see if it should be closed. If it is null then the system will use the 'Close PO's Short Within %' in System Parameters->Purchase Order and Sales Order Setup tab. There is not a warning for PO's, the system will automatically mark the line item closed.

Postal Code Lookup

From System Parameters->Lists menu users can access the Postal Code Lookup list.



City	State or Region	Postal Code	Country
Holtsville	NY	00501	UNITED STATES OF AMERICA
Holtsville	NY	00544	UNITED STATES OF AMERICA
Adjuntas	PR	00601	UNITED STATES OF AMERICA
Jard de Adjuntas	PR	00601	UNITED STATES OF AMERICA
Urb San Joaquin	PR	00601	UNITED STATES OF AMERICA
Aguada	PR	00602	UNITED STATES OF AMERICA
Alts de Aguada	PR	00602	UNITED STATES OF AMERICA
Comunidad Las Flores	PR	00602	UNITED STATES OF AMERICA
Ext Los Robles	PR	00602	UNITED STATES OF AMERICA
Parc Palmar Novoa	PR	00602	UNITED STATES OF AMERICA
Urb Brisas del Mar	PR	00602	UNITED STATES OF AMERICA
Urb Isabel la Catolica	PR	00602	UNITED STATES OF AMERICA

Postal Code Lookup list is a list of postal codes with their associated city, state and country. This list can be used to automatically fill in the City and State based on the entered Postal Code in the address information areas such as Customer, Vendor and Employee Maintenance. Also in most Postal Code fields throughout the software the user can right click to access the 'Select Zip Code' pick list.

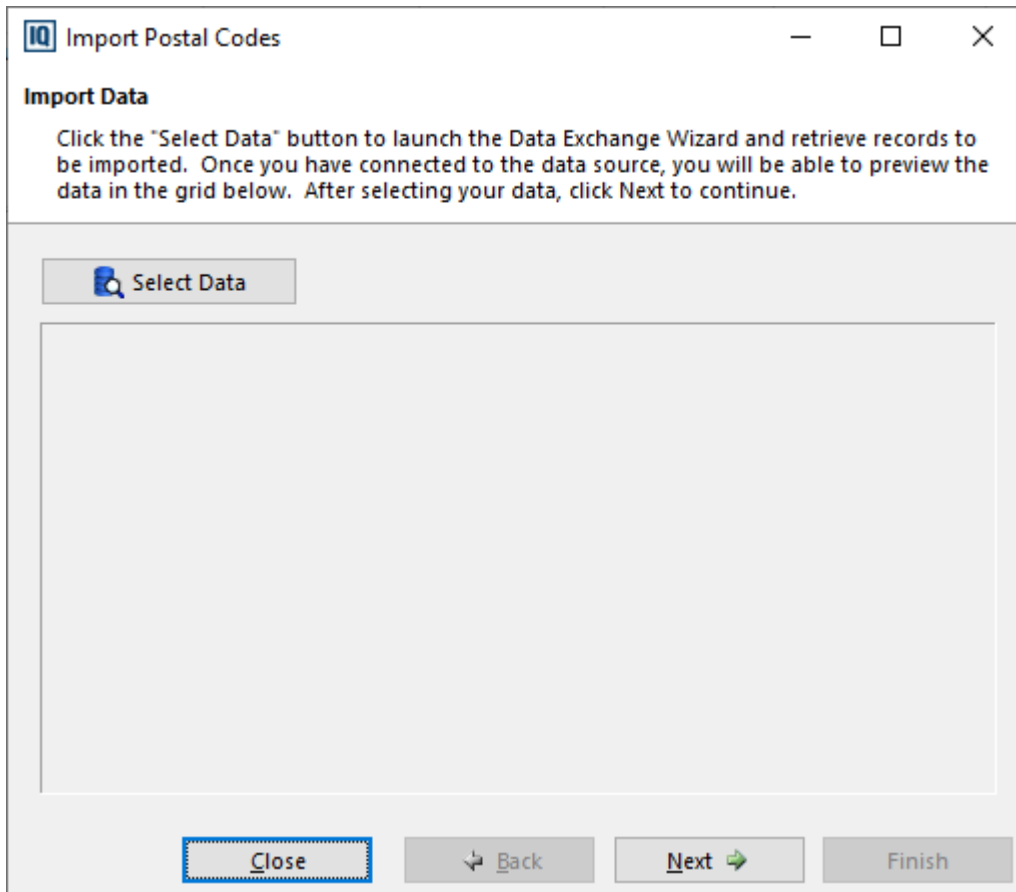
This list can be manually entered using the Insert (+) button or imported. Manual entries will be displayed in blue. Once created the user also has the option to export the file in .dbf format. .

When manually creating the list to import use the following basic file format.

Use the speed buttons on the form to Import or Export.

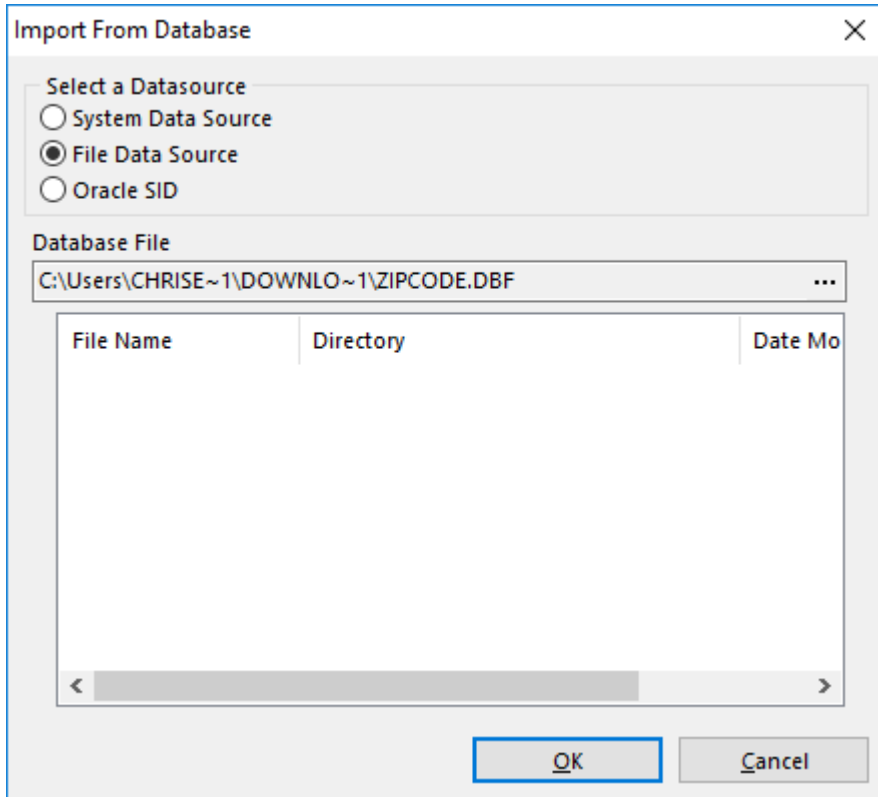
Import Process

Select the Import button and the Import Postal Codes wizard will appear:



Click on the Select Data button and choose the File Data Source options. Then select the ellipsis button and browse to the desired file, and select OK.

Note: IQMS provides Postal Code files for importing. They can be accessed from the IQMS Utilities and Misc folder on MyIQMS (Support->Files-> **US and Canada Zip Codes** <https://my.iqms.com/media/p/8260.aspx>), or from the Utilities folder on the update DVD.



Once the data has been retrieved select Next. The next screen will ask if you want to Replace or Append the existing data. There are three options:

- Replace previously imported data - This option will replace data from previous imports but keep records that were manually entered.
- Replace all data - This option will replace all postal code data.
- Append to existing records - This option will not delete any existing records, it will just add the new records from the import which might produce duplicate records.

Once an option is selected press Next.

To link additional fields highlight the field in the Target List and the field in the Source list that match then click the Link Fields button.

The screenshot shows the 'Import Postal Codes' dialog box with the following components:

- Target Fields:**

Field Name	Data Type
<input checked="" type="checkbox"/> City	Text [30]
<input checked="" type="checkbox"/> Country	Text [100]
<input checked="" type="checkbox"/> Postal Code	Text [20]
<input checked="" type="checkbox"/> State or Region	Text [20]
- Source Fields:**

Field Name	Data Type
<input checked="" type="checkbox"/> CITY	Text [62]
<input checked="" type="checkbox"/> COUNTRY	Text [62]
<input type="checkbox"/> ID	Number [8]
<input checked="" type="checkbox"/> STATE	Text [42]
<input checked="" type="checkbox"/> ZIP	Text [42]
- Selected Fields:**

Link fields by selecting one field from the target list and one field from the source list. Click the Link Fields button. Choose at least one key field.

Buttons:
- Target Dataset:**
 - Postal Code
 - State or Region
 - Country
 - City
- Source Dataset:**
 - ZIP
 - STATE
 - COUNTRY
 - CITY
- Buttons:** Close, Back, Next, Finish

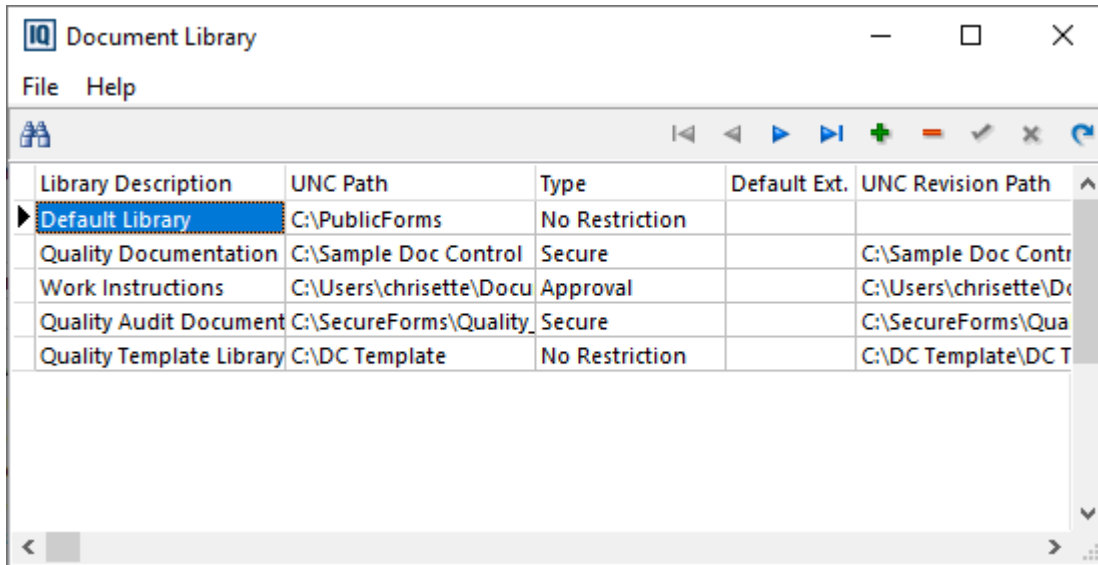
Once all of the fields have been linked as desired, select Next.

Select Finish to import the data. An Importing screen will appear showing the status of the import.

Quality Control

From System Parameters->Lists menu users can access the Quality Control Library list. The Quality Control list references the Document Library(s) created in the Document Control module. The Document Control module is an add on module available as part of the Quality Control system.

If the user has the Document Control module the following screen will appear:



The screenshot shows a window titled 'Document Library' with a menu bar containing 'File' and 'Help'. Below the menu bar is a toolbar with icons for home, back, forward, refresh, add, delete, check, and refresh. The main area contains a table with the following data:

Library Description	UNC Path	Type	Default Ext.	UNC Revision Path
▶ Default Library	C:\PublicForms	No Restriction		
Quality Documentation	C:\Sample Doc Control	Secure		C:\Sample Doc Contr
Work Instructions	C:\Users\chrisette\Docu	Approval		C:\Users\chrisette\Do
Quality Audit Document	C:\SecureForms\Quality	Secure		C:\SecureForms\Qua
Quality Template Library	C:\DC Template	No Restriction		C:\DC Template\DC T

From this screen the user can view the document library(s) and their attributes. No editing is allowed from this screen. Libraries can only be added/edited from the Document Control module.

For users who do not have the Document Control module this will just display the system Default Library. All existing External documents are automatically part of the default library.

Reject Codes

From System Parameters->Lists menu users can access the Reject Codes list.

Code	Description	EPlant ID	Mfg Cell	Inactive	User Text 1	User Text 2	GL Acct	Non Con
P-CON	CONTAMINATION			<input type="checkbox"/>				
T-DEF	NON-MOLDED DEFECTS			<input type="checkbox"/>				
T-DIM	DIMENSIONAL DEFECTS			<input type="checkbox"/>				
QC-SM	SAMPLES(QC & ENG)			<input type="checkbox"/>				QC-1
P-SUS	START UP PARTS			<input type="checkbox"/>				
P-SS	SHORT SHOT			<input type="checkbox"/>				
P-FLS	FLASH			<input type="checkbox"/>				
P-SPL	SPLAY			<input type="checkbox"/>				
P-SNK	SINK MARKS			<input type="checkbox"/>				
P-D/O	DIRT/OIL			<input type="checkbox"/>				
P-W/D	WARP/DISTORTED			<input type="checkbox"/>				
P-DMG	DAMAGED PART			<input type="checkbox"/>			5034-00-00-00	
T-CAV	DAMAGED CAVITY			<input type="checkbox"/>				
P-COL	COLOR VARIATION			<input type="checkbox"/>				
I-IDC	INCORRECT DATE CODE			<input type="checkbox"/>				
P-BRN	BURNS			<input type="checkbox"/>				
P-PG1	PRE-PROD PURGE			<input type="checkbox"/>				
P-PG2	PRODUCTION PURGE			<input type="checkbox"/>				
P-PG3	POST-PROD PURGE			<input type="checkbox"/>				

Reject Codes are used to specify why items produced are rejected. These codes are used in Production Reporting and RealTime.

Select **Add** [+] from the Navigator bar and enter the information in the following fields:

Code	The code may be a combination of both letters and numbers, up to five characters.
Description	The description of the reject code (up to 100 characters).
EPlant ID	Reject codes can be EPlant specific. The EPlant ID will be automatically assigned based on the EPlant the user is logged into at the time it is created or can be manually changed by selecting the ellipsis button in the field and selecting the EPlant from the Assign EPlant form. When accessing reject codes the system uses a soft filter - where users will see codes associated to the EPlant they are logged in as as well as codes without an EPlant assigned.
Mfg Cell	Each Reject Code can also be associated to a Mfg Cell. When entering rejects the system will look up the manufacturing cell on the BOM and only surface the reject codes with a cell that matches the BOM. Reject codes with no manufacturing cell will also display. When adding rejects to a job where the BOM does not have a cell, the system will only surface the reject codes with no cell associated to them.
Inactive	Check the Inactive box to mark Reject Codes as inactive. This will hide them from drop down lists throughout the system.

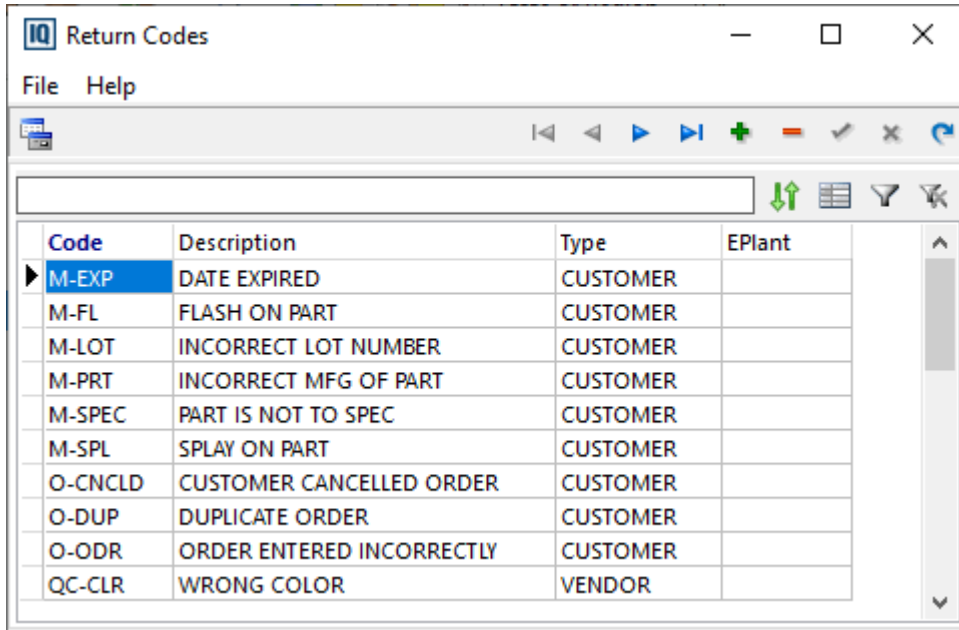
CUser1 CUser2	<p>These User Fields can be used to provide additional information about the reject codes. Double click the column heading to enter a user defined caption. Right click on the field to enter a User Defined List to be used to populate the fields.</p>
GL Account	<p>When processing rejects (components or the MFG Part) within Assembly Track and AssyData the system will debit the account associated to the reject code if there is one otherwise it will debit the variance account.</p> <p>In areas where a Transaction Code can also be entered when entering rejects (i.e. Shop Data), the system will use the GL account associated to the Reject Code first, if the account is not there it will use the Transaction Code GL Account, and if that is not there it uses the default COGS variance account.</p> <p>To associate an account to the reject code, select the ellipsis button in the field and select an account from the pick list. The selected GLACCT ID will populate in the ACCT_ID_REJECT field.</p>
Non Conform Location	<p>A non conform location can optionally be associated to a reject code. Select the ellipsis button in the field to access the pick list of locations marked as non conform in the locations list. When a non conform location is associated to a reject code, the system will do an IN disposition transaction with a reason of 'Non Conform Mfg Rejects' for the quantity rejected into the location associated to the reject code. (This does not update the Floor Dispo column in the production report).</p> <hr/> <p>Note: This field applies to Assembly Track, AssyData, RealTime™, ShopData, IQRF, WMSIQ and RTStation RT Apps only.</p>

To **Edit** a Reject Code highlight the reject code or reject description that needs to be changed and make the changes. (A reject description can be edited and the original reject code will be maintained in the reject table).

To **delete** a reject code, press the DELETE [-] key located on the Navigator bar. A prompt will appear asking for confirmation prior to deleting the record. Click on [OK] to continue or [CANCEL] to exit.

RMA Return Codes

From System Parameters->Lists menu users can access the Return Codes list.



The screenshot shows a software window titled "Return Codes" with a menu bar containing "File" and "Help". Below the menu bar is a toolbar with navigation icons (back, forward, home, refresh) and a search icon. The main area contains a table with the following data:

Code	Description	Type	EPlant
M-EXP	DATE EXPIRED	CUSTOMER	
M-FL	FLASH ON PART	CUSTOMER	
M-LOT	INCORRECT LOT NUMBER	CUSTOMER	
M-PRT	INCORRECT MFG OF PART	CUSTOMER	
M-SPEC	PART IS NOT TO SPEC	CUSTOMER	
M-SPL	SPLAY ON PART	CUSTOMER	
O-CNCLD	CUSTOMER CANCELLED ORDER	CUSTOMER	
O-DUP	DUPLICATE ORDER	CUSTOMER	
O-ODR	ORDER ENTERED INCORRECTLY	CUSTOMER	
QC-CLR	WRONG COLOR	VENDOR	

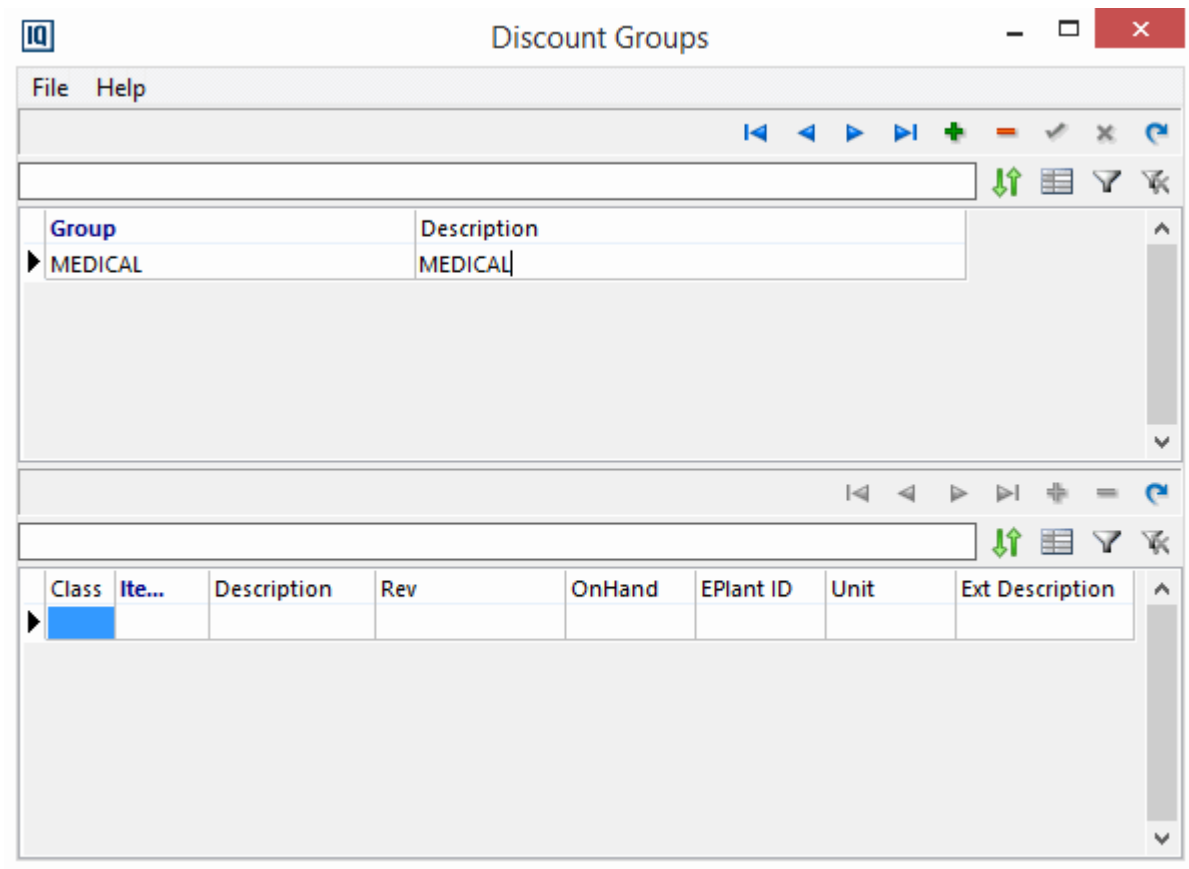
Return Codes are reasons for returning product for Customer RMA's and Vendor RMA's. To add return codes click on the Add (+) button on the navigator bar and enter the Code, Description, and choose from the drop down arrow whether it is a Customer or Vendor return code. An EPlant can also be assigned to the Return Codes. Users will see codes assigned to the EPlant they are logged into or ones without an EPlant assigned.

SAC Discounts Settings in System Parameters

The user has ability to manually add SAC Discounts and process EDI SAC discounts, both at the Order and Item level, to sales orders. These discounts will then be automatically applied to invoices. The system uses the information in the Discount Parameters and Discount Group tables for SAC Discounts for Customers with the 'Use Discount Parameters' option checked (Customer Maintenance > Credit Status tab).

Discount Groups

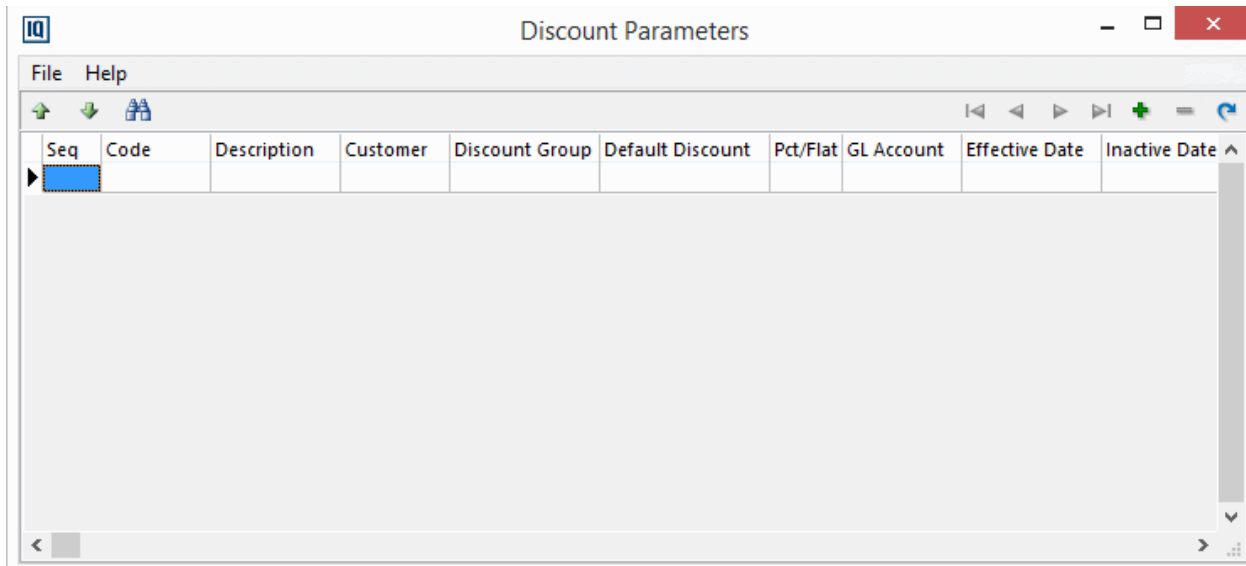
Discount Groups can be created and inventory items can be associated to the Discount Group. To create a Discount Group, select Discount Groups from the SAC Discounts list option (in System Parameters). Click the insert record button in the top section and enter the group name and description. To associate items to the Discount Group select the insert record button in the lower section and choose items from the pick list. Multiple items can be added by highlighting them using the toggle buttons or the Shift/Ctrl keyboard buttons.



Note: A Discount Group can also be applied to an item in the Inventory module (Inventory->Main Inventory tab->Additional tab->Discount Group).

Discount Parameters

This is the list of SAC Discount Parameters. The list contents are shown in sequence order, which is the order in which the discounts will be applied. Discounts can be created for Customers and/or Customer/Discount Group combinations. The Sales Order header discounts are listed first.



The screenshot shows a software window titled "Discount Parameters". The window has a menu bar with "File" and "Help". Below the menu bar is a toolbar with several icons: a green up arrow, a green down arrow, a blue double arrow, and a blue refresh icon. The main area of the window contains a table with the following columns: Seq, Code, Description, Customer, Discount Group, Default Discount, Pct/Flat, GL Account, Effective Date, and Inactive Date. The "Seq" column has a blue selection box next to the first row. The table is currently empty of data.

Seq	Code	Description	Customer	Discount Group	Default Discount	Pct/Flat	GL Account	Effective Date	Inactive Date
-----	------	-------------	----------	----------------	------------------	----------	------------	----------------	---------------

Double-clicking an existing row in the list or clicking the Insert Record button at the top of the list will bring up the Discount Parameter Entry screen to either edit an existing discount or add a new discount. Enter the SAC Discount information in the pop up entry form. Once complete, select the Save button.

Field Listing:

Discount Code and Description	The SAC Discount Code and Description
Customer	A customer is required. Select the customer to associate to the discount from the pick list accessed from the search button. Only customers with the 'Use Discount Parameters' check box checked will be in the list.
Discount Group	A Discount Group can be associated to the SAC Discount by selecting it from the pick list.
GL Account	The GL Account is required. Select the GL Account to associate to the discount from the pick list.
Default Discount	Enter the default discount value. The discount can be set as either a percentage or as a flat discount.
Percentage/Flat	Select Percentage or Flat from the drop down list.

Sequence for this Customer/Inventory Combination	<p>This is the discount sequence. Use the up/down arrows to change the sequence number.</p> <p>Duplicate sequence numbers are allowed and mean that those discounts will be applied to the same price or subtotal. Sequence numbers can be repeated by manually editing the discount.</p> <p>Sequence numbers cannot be skipped.</p> <p>From the Discount Parameters list the discounts in the list can be re-ordered by selecting a row and using the up/down arrows at the top of the screen. A record with sequence 1 within a Customer/Discount Group combination cannot be moved up. A record with the highest sequence number within a Customer/Discount Group combination cannot be moved down. Duplicate sequence numbers which have the highest number in a sequence can be moved down to get a higher sequence number.</p>
Effective and Inactive Dates	<p>Select the Effective and Inactive Dates from the drop down calendars in the corresponding field.</p>

Refer to the SAC Discounts section for more information.

Sales Order Miscellaneous Items List

This is the list of Miscellaneous items added to sales orders. After selecting this option a pick list of miscellaneous items will appear.

Select an item to view the details or select the New button to enter a new record. This list is also available from the Options menu in Sales Orders.

To create a new record enter the information in the fields shown below:

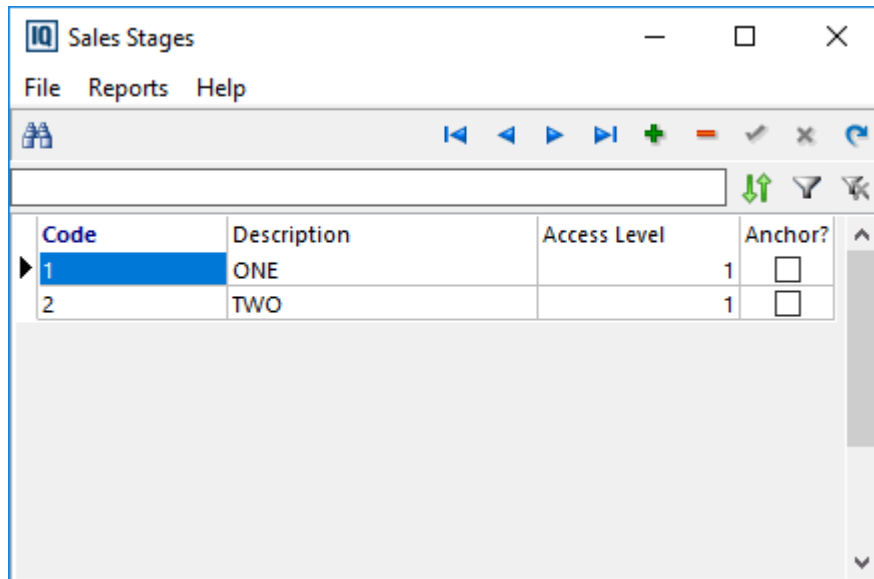
Miscellaneous Item #	Miscellaneous item number (alphanumeric). If this field is left blank it will default to 'Misc. Item'.
Description	The description of the miscellaneous item. This field is required. If it is not entered the miscellaneous item cannot be added to a Sales Order.
Unit Price	The unit price of the item. This will populate the Unit Price field on the Sales Order.
Quantity	The typical order quantity. This will populate the Blanket Quantity field on the Sales Order.
Unit	Select the unit of measure from the drop down list. This will populate the UOM field on the Sales Order.
GL Account	Select the GL Account from the pick list to be used when the item is added to a Sales Order.
EPlant	An EPlant can be assigned to the item by selecting the 'Assign EPlant' button. The system will filter the pick list of miscellaneous items based on the logged-in user's EPlant and records with a null EPlant.

Note	An informational only note can be entered by clicking on the ellipsis button in the field.
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When a Sales Order is created using the 'Add or Edit Miscellaneous Item' button is selected, this pick list will display for users to choose from.

Sales Stages

This is the list of sales stages that are assigned to Opportunity Central records. To create the list select this from the Lists menu in CRM or System Parameters. This list is also available from the File menu in Opportunity Central. This will open the pick list of Sales Stages. Select the New button to add a sales stage.



Enter the information in the fields for the new sales stage.

Code	Enter a code for the sales stage (up to 15 characters).
Description	Enter a description of the territory (up to 25 characters).
Access Level	<p>Enter an access level for the sales stage. A Stage Access Level can be assigned to users in Security Inspector. If a user attempts to change the stage of an opportunity central record that is beyond their level they will get an access denied error.</p> <p>Note: It is recommended to separate each stage by 100 to leave room for stages to be added between other stages. The user may have an access level assigned to them in which they are not allowed to move the opportunity past that sales stage.</p>
Anchor?	Check this box for the sales stage to be assigned as the default stage to the CRM Opportunity when an opportunity is created for a customer/prospect. Only one sales stage can be checked.

Salesperson(s)

From System Parameters->Lists menu users can access the Salesperson(s) list.

Commissions...	Amount to Pay	Closed	Total Commissions	Customer #	PR Posted Total	Invoice Total	PR Prepos
		<input type="checkbox"/>					

The Salesperson(s) list is used to handle commissions. Commissions can be paid to both employees and non-employees (consultants, manufacturers reps, etc.). This form determines how the person is to be paid - either through the Payroll module or via the Vendor Accounts Payable system.

The form used to enter your salesperson(s) also includes a summary of invoices waiting to be processed which include a commissionable amount. You can use this form to summarize commissions due by employee.

For additional information see Salesperson(s) in the Accounting section.

Ship Via

From System Parameters->Lists menu users can access the Ship Via Maintenance list.

Description	GL Account #	GL Account AP #	SCAC IATA	Code Qualifier	Transportation Method Code	Equipment
AIRBORNE	5040-00-00-00	2016-00-00-00				
CUSTOMER CARRIER	5040-00-00-00	2016-00-00-00				
FEDEX GROUND	5040-00-00-00	2016-00-00-00				
FEDEX INTERNATIONAL ECONOMY	5040-00-00-00	2016-00-00-00				
FEDEX PRIORITY OVERNIGHT	5040-00-00-00	2016-00-00-00				
FedEx 1Day® Freight						
FedEx 2Day®						
FedEx 2Day® A.M.						
FedEx 2Day® Freight						
FedEx 3Day® Freight						
FedEx Express Saver						
FedEx Express Saver®						
FedEx First Overnight®						
FedEx First Overnight® Freight						
FedEx Freight® Economy						
FedEx Freight® Priority						
FedEx Ground®						
FedEx Home Delivery®						
FedEx International Economy						
FedEx International Economy						
FedEx International First®						
FedEx International Priority®						
FedEx International Priority®						


The Ship Via Maintenance form is used to set up shipping methods for both incoming and outgoing items. This list is used in Sales Orders, Packing Slips, and Purchase Orders. A default Ship Via may be assigned to Vendors and Customers.

Field Listing:

Carrier Telephone #	Carrier telephone number. This is an optional field used for reports or information only.
Comment	A comment can be entered about the Ship Via. This is an optional field used for reports or information only.
Default Load Time	This is the default time it takes to load a shipment for this carrier. This can be used in the Dock Scheduler module to populate the 'Load Time' field for a pick ticket with the carrier's default load time. (Note: This field is only visible when in 'Form' view.)
Description	Description of the Ship Via.

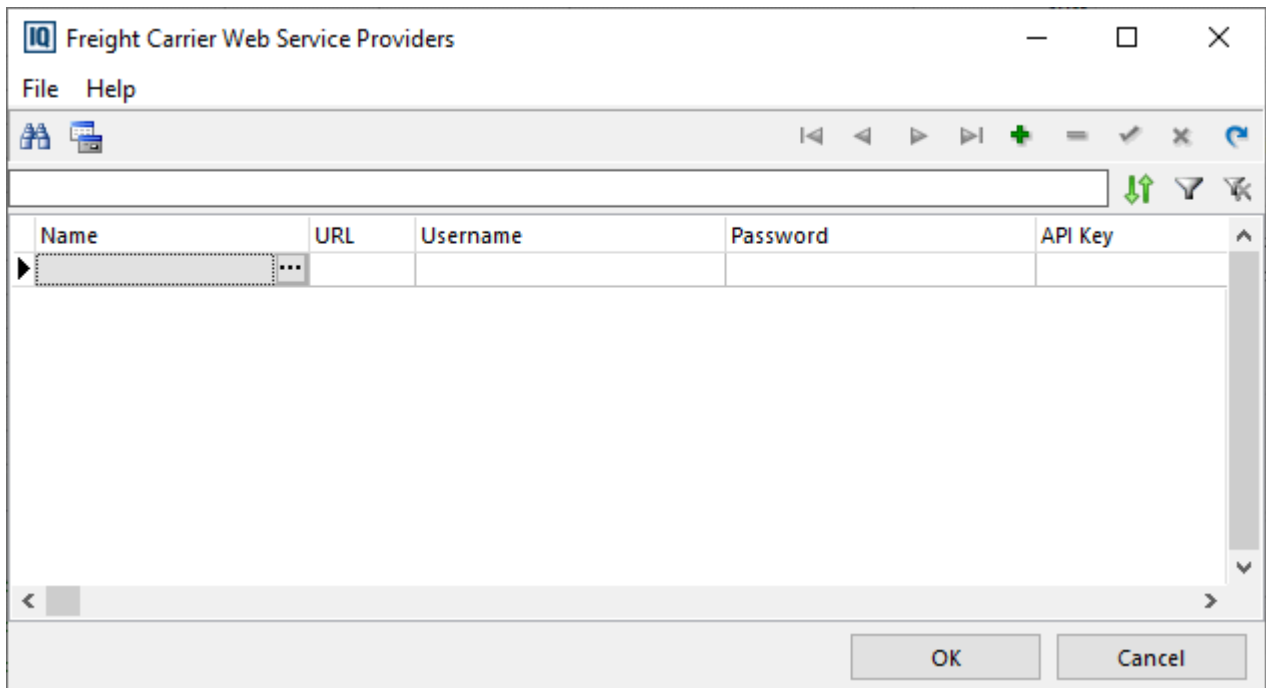
EPlant	An EPlant can be assigned to a Ship Via record. When accessing the Ship Via list throughout the software users will see Ship Via records associated to the EPlant they are logged into or ones without an EPlant.
GL Account #, GL Account AP #	The G/L Acct # field is used for AR Invoices and the GL Acct AP# field is used in AP Invoicing. The user can enter a specific GL expense account numbers for each type of ship via used. If a freight amount is entered on a line item it will be posted to the GL account associated with the selected Freight Company.
Inactive	A ship via can be marked inactive which will hide it from pick lists.
Local Pickup Address	When this check box is select for a specific Ship Via, and that Ship Via is used on a sales order, the Warehouse (Origin) address will be used as the 'Destination' address for Avalara Tax Web Service tax calculations for that sales order. (See the Avalara Tax Web Service TechNote https://my.iqms.com/cfs-file.ashx/___key/Technote/Avalara-Tax-Web-Service.pdf for details).
SCAC/IATA, Code Qualifier, Transportation Method Code, Equipment Owners Code	SCAC/IATA (Standard Carrier Alpha Code or International Air Transport Association code), Code Qualifier, Transportation Method Code, and Equipment Owners Code are all related to EDI (Electronic Data Interchange). They are used in automating the Outbound ASN.
Transit on Weekends	If this is checked the system will use weekend days to determine the must ship date. If it is not checked the system will not count weekends in determining the Must Ship Date. (See Calculating the Must Ship Date for details).
Vendor	A vendor can be assigned to the Ship Via by selecting a vendor from the pick list accessed from the ellipsis button. When creating an Accrued Freight record the system will automatically populate the vendor field on the General tab with the vendor associated to the ship via from the BOL or Packing Slip. (See the Accrued Freight for Customer Shipments section for details).
Web Service Provider Web Service Carrier	There are two fields on the main form to link the carrier's web service. The service provide freight quotes for the Estimate BOL feature in Sales Orders. This information is also used in the Shipping Manager Freight module. See below for set up information.

Web Service Providers

Select the Web Service Providers button at the top of the Ship Via Maintenance form . The Freight Carrier Web Service Providers form will appear. Select the ellipsis button in the Name field to select a carrier from the pick list.

The carriers available are:

- Echo Global Logistics
- GLB/Primus
- RoadRunner Transportation Systems
- Carrier Logistics (Note: Only used in Estimate BOL)



Name	URL	Username	Password	API Key

There are several fields that need to be setup in order to use the 'Get Freight Estimate from Web Service' button in the Estimate BOL module within Sales Orders (See Estimate BOL). To utilize these services users must first create an account with the provider(s) to get a username and password. For GLB and RoadRunner, the required fields are: Web Service Provider, Web Service URL, Web Service Username, and Web Service Password. For Echo, an API Key and Account # are also required (note the user must be in grid format to access those fields).

Once this list is created a web service can be associated to a Ship Via by selecting the ellipsis button in the Web Service Provider field on the Ship Via Maintenance form to access the pick list. When shopping rates, the configured service providers will be queried via web services, and all rate quotes returned and displayed. Any errors or not configured carriers will be highlighted in red if the Show Errors button is enabled, and if one is selected an error message will be displayed.

Note: If a user attempts to delete a ship via record that is associated to a web service an error will appear. In order to delete the ship via the user must first disassociate the web service from the ship via record.

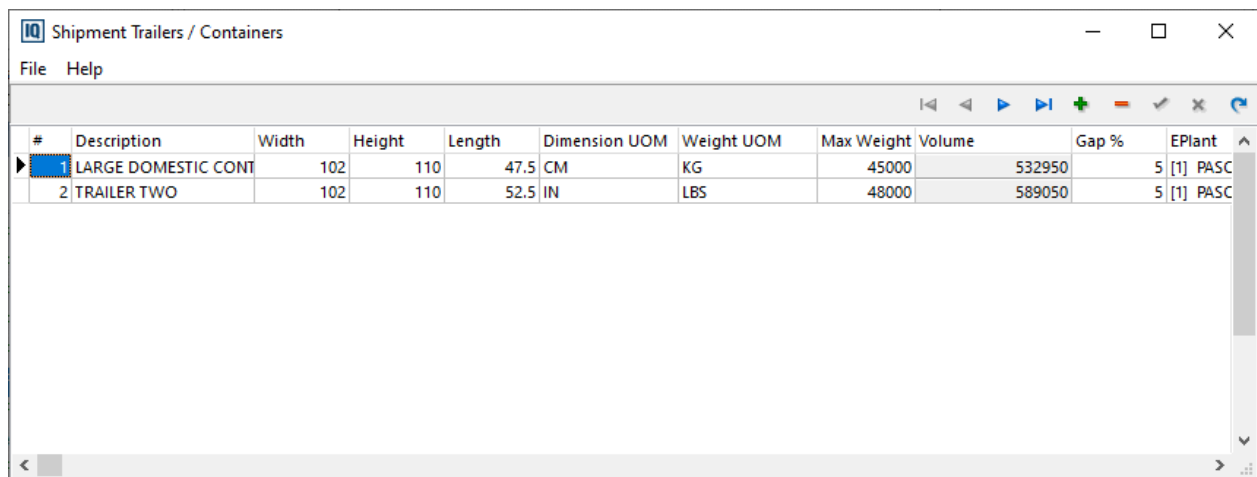
Shipment Trailer/Containers

From System Parameters->Lists menu users can access the Shipment Trailer/Containers list. This list is used as a tool to determine how many boxes and pallets can fit in to the container/trailer before starting a new container/trailer.

This list is also used in Wave Management Sales Order Picking->Create Pick Tickets form for determining the containers volume and weight. The Dimension and Weight unit of measures are used in the calculations.

To utilize this feature:

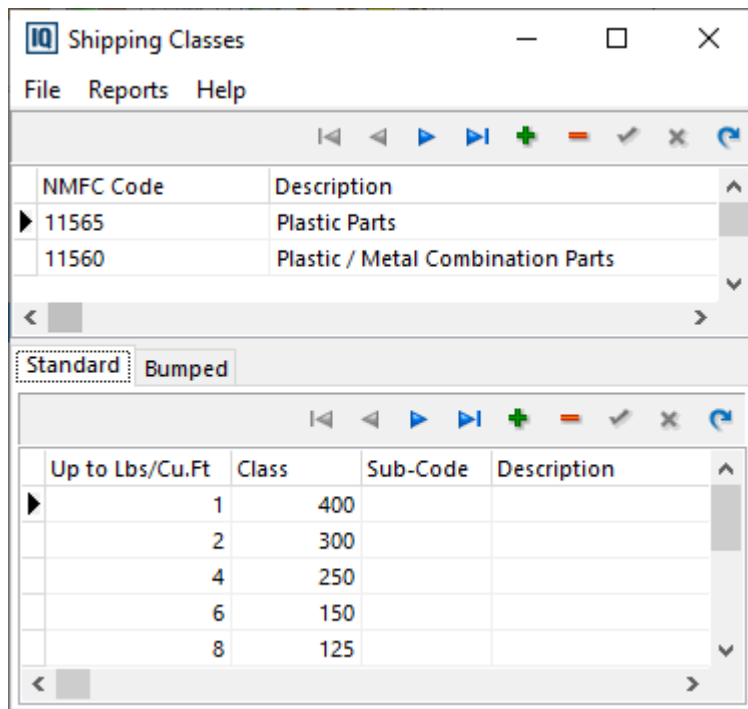
- First this list must be set up (note this list can also be accessed from the Ship Via List under File|Shipment Trailers/Containers).
- Next, the trailer/container will need to be associated to the ship to address in Customer Maintenance.
- The volume, weight, etc. needs to be set up on the inventory item under Option|BOL Data.
- In Pick Ticket parameters, the box 'Enable volume\weight calculations' must be checked. As items are added or removed to the pick ticket the calculations will recalculate to determine the volume and weight.



#	Description	Width	Height	Length	Dimension UOM	Weight UOM	Max Weight	Volume	Gap %	EPlant
1	LARGE DOMESTIC CONT	102	110	47.5	CM	KG	45000	532950	5	[1] PASC
2	TRAILER TWO	102	110	52.5	IN	LBS	48000	589050	5	[1] PASC

Shipping Class Maintenance

From System Parameters->Lists menu users can access the Shipping Class Maintenance list. The Shipping Class Maintenance form is the NMFC information used for bill of ladings. The NMFC chart is created based on information from your freight companies. There is not a standard set in the software. This form can also be accessed from the 'Shipping/Packing Slips' module, select File->Shipping Class Maintenance. The following screen will appear:



The screenshot shows a software window titled "Shipping Classes" with a menu bar (File, Reports, Help) and a toolbar. The main area is divided into two sections. The top section displays a list of NMFC codes and descriptions:

NMFC Code	Description
11565	Plastic Parts
11560	Plastic / Metal Combination Parts

The bottom section has two tabs: "Standard" (selected) and "Bumped". It contains a table with the following data:

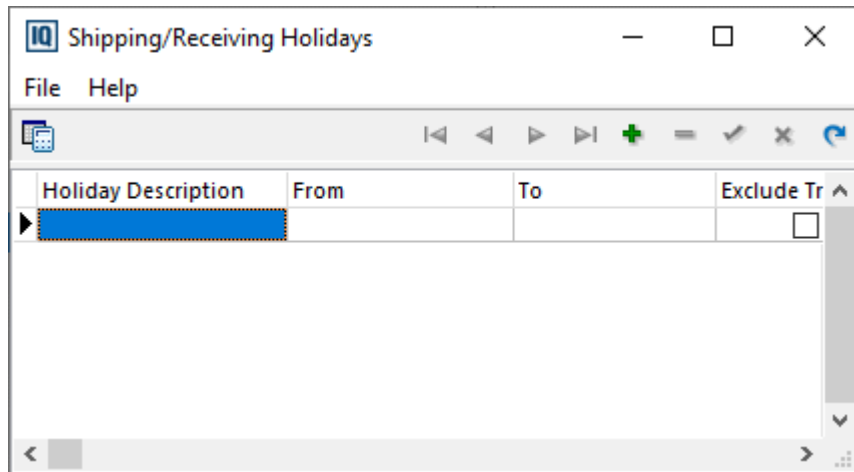
Up to Lbs/Cu.Ft	Class	Sub-Code	Description
	1	400	
	2	300	
	4	250	
	6	150	
	8	125	

Please see Setting up the NMFC Chart and Additional Setup Steps for more information.

Shipping/Receiving Holidays

Access Shipping/Receiving Holidays from the File menu of the Ship Via form or from the Lists menu in System Parameters. This is used to enter dates that will not be available to ship or receive on. This information is used in the following areas:

- The Must Ship date for items shipped to your customers
- For calculating the Must Order By, Must Arrive By and the Should Arrive By dates in Material Exceptions
- In CTP Receiving Days are used for calculating raw material lead time, and Shipping Days are used to determine the next valid shipping day after production is complete



Enter a Description of the Holiday then enter the From and To dates using the drop down calendar. For a one day holiday it is important to add the times as well by arrowing to the right of the date field or enter in two consecutive days without the time information. The system defaults to midnight. For example, for a Holiday on July 4th, the user should enter From July 4 and To July 5. If the same date is used in the From and To with hours added the system will not recognize it as a holiday.

Shipping/Receiving Holidays can be EPlant specific. If the Shipping/Receiving Holidays are for a single EPlant click on the ellipsis button in the field and then select the EPlant from the 'Assign EPlant' form. The system will use the holidays where the EPlant ID is null or where it matches the EPlant ID of the record. For example, the Must Ship Date calculation will use any holidays where the EPlant ID is null or where it matches the EPlant ID of the sales order it is being calculated for.

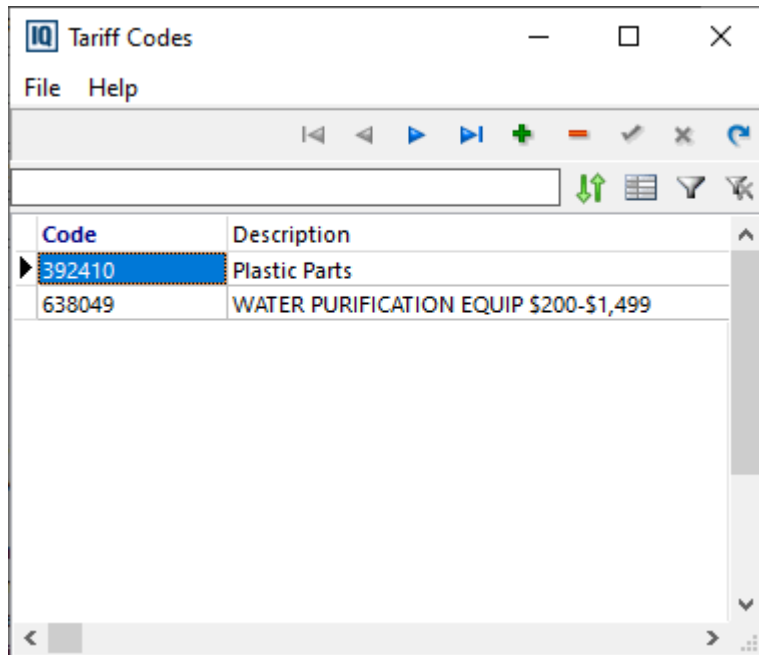
Exclude Transit - If the Exclude Transit box is checked the system will not include these days when calculating the transit time to determine the must ship date.

Note: If changes are made to either list that will effect the Must Ship date calculation the user must select the 'Recalculate Must Ship Date for All Sales Orders' button at the top of either form. If a user forgets to push the button after a change to one of the calendars, then Update Schedule and Processing EDI Orders will also automatically calculate the Must Start Date. However, if the user forgets to push the recalculate button and has not yet run update schedule, the Must Ship Dates may be inaccurate if the releases were affected by any of the calendar changes.

Tariff Codes

From System Parameters->Lists menu users can access the Tariff Codes list. This is the list of Tariff Codes that can be assigned to inventory items in the Tariff Code field on the Miscellaneous tab. A tariff code is a number assigned to each type of product sold internationally. Each tariff code is issued by the World Customs Organization (WCO) through a database called the Harmonized System. The number of digits for each product ranges from six digits for common products to 10 digits for niche items. This information can be added to official shipping documents such as Commercial Invoices and Shippers Export Declaration.

Select Tariff Codes from the Miscellaneous menu in inventory, or this list can also be accessed from Lists menu in System Parameters. From this form enter the Tariff Code and Description (up to 200 characters) for all codes relevant to the products you ship. Select the insert (+) button and enter the code and corresponding description. Continue this process until all codes are created.



Tax Codes

From System Parameters->Lists menu users can access the Tax Codes list.

Tax Code Maintenance

File Reports Help

Tax Codes Tax Elements

la

Tax Code	Description	Total Rate	Include Freight	State
LA	LA COUNTY - SALES TAX	8.25	<input type="checkbox"/>	
NOTAX	NO SALES TAX	0	<input type="checkbox"/>	
SLO	SLO COUNTY - SALES TAX	7.25	<input type="checkbox"/>	

Linked Tax Elements

SEQ	Description	Rate	GL Account	VAT Paid
1	CA STATE SALES TAX	6	2147-00-00-00	<input type="checkbox"/>
2	SLO COUNTY SALES TAX	1	2147-00-00-00	<input type="checkbox"/>
3	SLO LOCAL SALES TAX	0.25	2147-00-00-00	<input type="checkbox"/>

Use this option to create the Tax Code table. You may setup and describe an unlimited number of tax codes to the system. Each rate within the tax code allows the entry of a valid GL account number. To track tax amounts going to the various agencies, enter an appropriate GL account number.

Each Tax Code is made up of one or many Tax Elements. In many cases, a tax element can be re-used within another Tax Code. For example, various counties may have slightly different rates, but each includes a State Tax. This rate is always the same for all counties within the state. Therefore, you will create a single Tax Element called "State" (or any designation you choose), and assign the appropriate tax rate. Then, you will create and assign local, county, city and bond rates.

The final step is to link these tax elements together to form a Tax Code. When assigning a tax rate to an invoice, you will be shown a pick list of available tax codes.

For additional information see Tax Codes.

Note: The Tax Codes can be updated via IQAlert using a licensed tax update service. For more information please contact IQMS Support.

Avalara Tax Web Service

The Avalara Tax Web Service can be set up to enable users to calculate taxes via the service for Sales Quotes, Sales Orders, and AR Invoices. By subscribing to the web service the latest tax information is available from these modules.

The following is a summary of setup steps:

- 1** Sign up for Avalara Tax Service through Avalara and obtain an Account #, License Key, and Company Code
- 2** Contact IQMS to receive and import Avalara Tax Service License
- 3** Set up System Default and EPlant(s), if applicable, configuration(s)
- 4** Populate Customer Usage Types codes and Inventory Tax Classes codes
- 5** Assign applicable Customer Usage Types and/or Exemption #s to Customers
- 6** Assign Applicable Tax Class codes to Inventory records
- 7** Taxes can be calculated in Quotes, Sales Orders, and AR Invoices

Note: If calculating taxes for multiple countries - To enable global functionality when calculating taxes in EIQ:

- 1** Ensure that the Avalara account set up in EIQ has been configured for global functionality by Avalara.
- 2** Select the countries desired for calculation on the Ava Admin Console site > Organization tab > Nexus Jurisdictions.

Please see the **Avalara Tax Web Service TechNote** https://my.iqms.com/cfs-file.ashx/___key/Technote/Avalara-Tax-Web-Service.pdf for details.

Terms Table

From System Parameters->Lists menu users can access the Terms list.

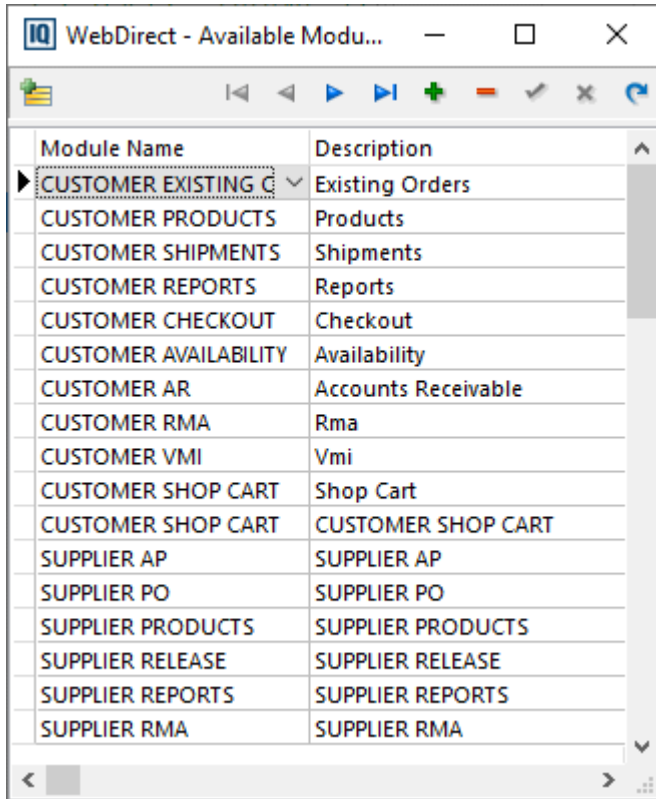
Description	Days	Discoun	Discount Days	Based On	End of Month	Day of Month	Inactive	Cash In Advance	Distributed
NET 45	45			I					
NET 10	10			I					
2% 10, NET 30	30	2	10	I					
NET 30	30			I					
5% 5, NET 30	30	5	5	I					
COD	1			I					
DUE UPON RECEIPT	1			I					
NET 0	1			I					
PAYABLE ON THE 10TH	10			S					
1% 10, NET 30	30	1	10	I					
NET 15	15			I					
NET 20	20			I					
NET 60, END OF MONTH	60			C	Y				
CIA							Y		
DISTRIBUTED	30								Y

The system allows an unlimited amount of terms to be pre-defined. These Terms are used for both Customers and Vendors.

For additional information see Terms Table.

Web Modules

From System Parameters->Lists menu users can access the WebDirect Available Modules list.



The screenshot shows a window titled "WebDirect - Available Modu...". It contains a table with two columns: "Module Name" and "Description". The table lists various modules, with "CUSTOMER EXISTING C" selected and expanded to show "Existing Orders".

Module Name	Description
CUSTOMER EXISTING C	Existing Orders
CUSTOMER PRODUCTS	Products
CUSTOMER SHIPMENTS	Shipments
CUSTOMER REPORTS	Reports
CUSTOMER CHECKOUT	Checkout
CUSTOMER AVAILABILITY	Availability
CUSTOMER AR	Accounts Receivable
CUSTOMER RMA	Rma
CUSTOMER VMI	Vmi
CUSTOMER SHOP CART	Shop Cart
CUSTOMER SHOP CART	CUSTOMER SHOP CART
SUPPLIER AP	SUPPLIER AP
SUPPLIER PO	SUPPLIER PO
SUPPLIER PRODUCTS	SUPPLIER PRODUCTS
SUPPLIER RELEASE	SUPPLIER RELEASE
SUPPLIER REPORTS	SUPPLIER REPORTS
SUPPLIER RMA	SUPPLIER RMA

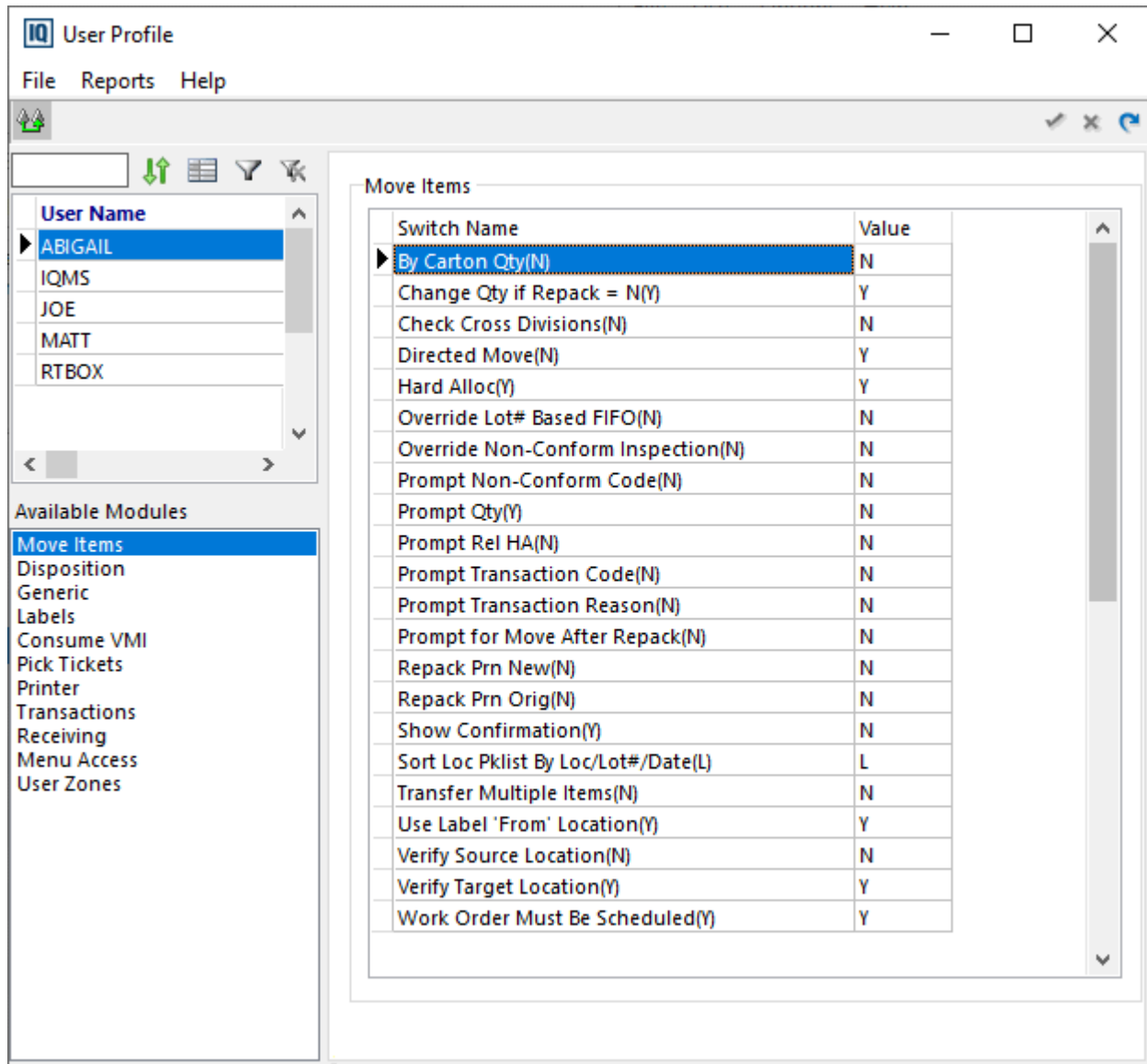
Web modules is the list of available modules for Web Direct. This is the list of modules that can be assigned to a customer for access through WebDirect.

All modules may be added by clicking on the icon at the top left of the form, or they can be added individually by clicking on the **Add (+)** button on the navigator bar and choosing from the drop down list in the Module Name column.

For more information see WebDirect in the Accounting manual.

WMS Profile

From System Parameters->Lists menu users can access the User Profile form.



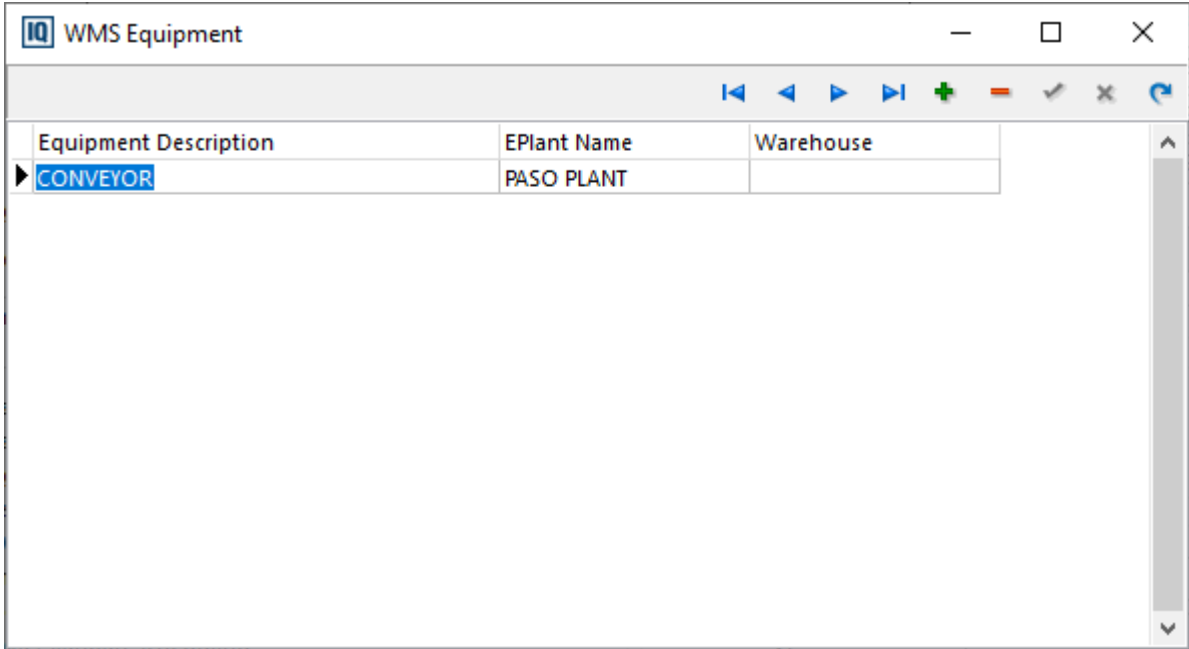
The WMS (Warehouse Management System) Profile form is used to designate the specific profile used for each employee who is using the scanning system. Highlight a User Name to view their profile. This list also includes their WMS Team if applicable. To edit/view the Work Zone associated to an employee select the User Zones option in the Available Modules section.

For additional information setting up individual WMS Profiles please see the WMS/RF documentation accessible from the Help->Contents menu on this User Profile form.

WMS Equipment

This option is only available if licensed for 'Advanced WMS'.

A list of equipment that can be associated to WMS Teams.



Equipment Description	EPlant Name	Warehouse
▶ CONVEYOR	PASO PLANT	

Menu Options

Use the Options menu to access other areas to set up. These include setting up the Performance Analysis tables, Trace tables, and boiler plates.

Performance Analysis

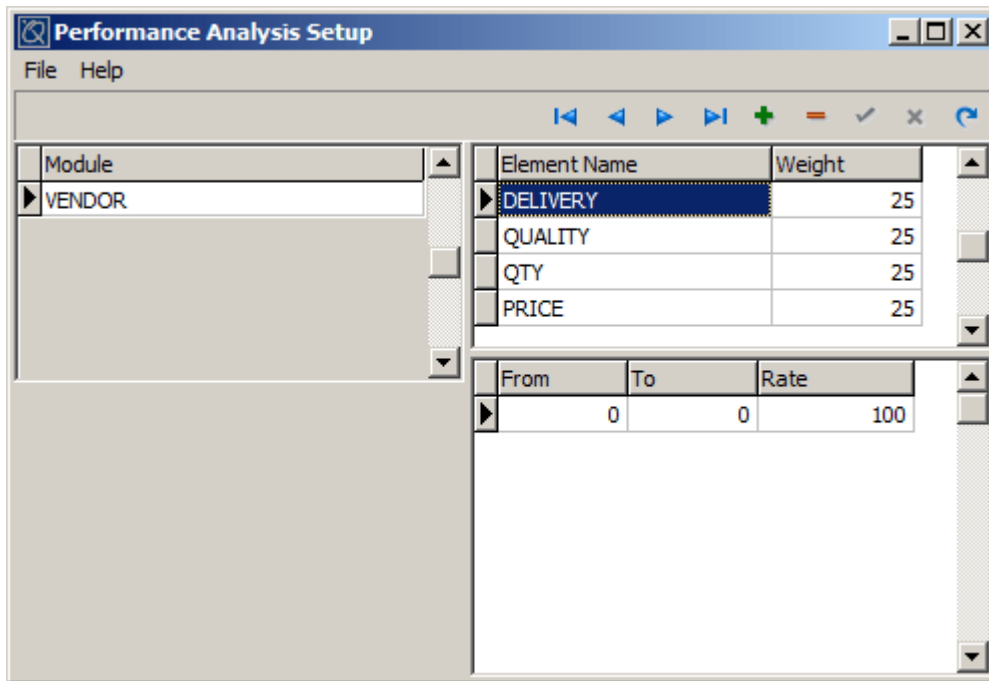
From System Parameters->Options menu users can access the Performance Analysis Setup form. EnterpriseIQ has the ability to analyze vendor performance. The system features the ability to analyze performance against four criteria - delivery, quantity, price and quality. The user has the ability to rank the importance of the four criteria, and provide various levels of approval.

The net result is a system that will show a vendor's performance over a given period of time.

All activity is based on the PO receipt transactions normally made during the receiving of Purchase Orders.

Setting up the Rating System

Open the System Parameters form under the Sys Setup tab. Use the Options menu and open the Performance Analysis Setup option.



The screenshot shows the 'Performance Analysis Setup' window. It has a menu bar with 'File' and 'Help'. Below the menu bar is a toolbar with navigation icons. The main area is divided into two sections. The top section is a table with two columns: 'Element Name' and 'Weight'. The bottom section is a table with three columns: 'From', 'To', and 'Rate'.

Element Name	Weight
DELIVERY	25
QUALITY	25
QTY	25
PRICE	25

From	To	Rate
0	0	100

The system is empty the first time you access this module. Open the File menu and select **Default Modules -> Vendors**. Select Yes at the warning message to continue. The system will add the VENDOR module and create the four criteria, as shown above. Note: The 'Element Names' should not be changed. If the Element Names are modified it causes values not to populate in rating columns of the views used for the reports. The names must be DELIVERY, QUALITY, QTY, and PRICE. Also, VENDOR is the only module that applies, users cannot create additional modules. The navigator buttons are only control the right side of the form.

Ranking the Criteria

The vendor rating system contains four criteria - Delivery Days, Quality %, Qty % and Price %. Each is automatically “weighted” at 25% of the total rating. The weight is a value that tells **EnterpriseIQ** the importance of the criteria to an overall rating. Is delivery more, less or equally important when evaluating a vendors performance? You can modify these values to match your own ranking by editing the values under the Weight column. Note that the total Weight must add up to 100%. The system will not save the data until the total of all weights equals 100.

You can also choose to not include one or several of the criteria by simply entering zero as the weight, then adjusting the others to account for a weight of 100. For example, if quantity was not an issue that you wanted to track, then you could enter 0 under the Weight column, then adjust delivery, price and quality to equal 100.

To delete an entry select the (-) button.

Summary of Rating Criteria

The summary below is provided for quick reference.

<p>Delivery</p>	<p>Stored in Days. EnterpriseIQ compares the promise date found on the PO, with the receipt date (entered using the Receiving function). Calculated as Date Promised + Date Received. The difference between these two dates are treated as an absolute value (always a positive number), meaning the same ranking is applied if the delivery is a day early or a day late.</p> <p>Note: The system uses the PO release promise date until the first receipt is made. Then it uses the PO receipt promise date to ensure it does not change once receipts are made.</p>
<p>Quality</p>	<p>Stored as a percentage. During and after receiving, you can reject any number of items against the PO. EnterpriseIQ compares the total received to the total rejected.</p> <p>This is calculated as (Quantity Rejected / Quantity Received) * 100. This is also an absolute value.</p> <p>If Vendor RMAs are used the vendor RMA must affect the PO in order to be picked up by the Vendor Analysis Reports.</p>
<p>Qty (Quantity)</p>	<p>Stored as a percentage. EnterpriseIQ compares the quantity on the PO release with the amount actually received.</p> <p>This is calculated as (Release Quantity – Quantity Received) / Release Quantity * 100</p> <p>Also based on an absolute value - if you are shipped more or less product than ordered, the vendor rating is affected.</p>

Price	Stored as a percentage. EnterpriseIQ compares the Price on the PO to the standard cost of item. Also based on absolute value – if the PO price is more or less than the item’s standard cost, the vendor rating is affected according to the % difference.
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Note: When a negative value is entered in the 'From' column for a rating, it is treated as a zero. If both From and To values are negative, that rating is ignored and system will look at next rating found with a positive value. An exception is when using negative values to allow for early days with the 'Delivery Allows Early Days' report, see Reports section below.

Scoring a Vendor's Performance

With the criteria ranked, you can tell **EnterpriseIQ** how to score the actual performance. For example, if a shipment is on time, based on the requested date of the PO, you may give your vendor a 100% score. This means your vendor will receive 100% of the criteria weight when evaluating the performance.

For example, assume Delivery is weighted as 30% of the total score. If your vendor delivers an item on time, and you have given that a 100% score, he will receive all 30 points. If your vendor is late 3 days, and you have given this situation a 80% score, he will receive only 24 points.

EnterpriseIQ calculates the total points or each criterion in this manner, then adds the four scores together for an overall rating.

Setting up the Rate Factors

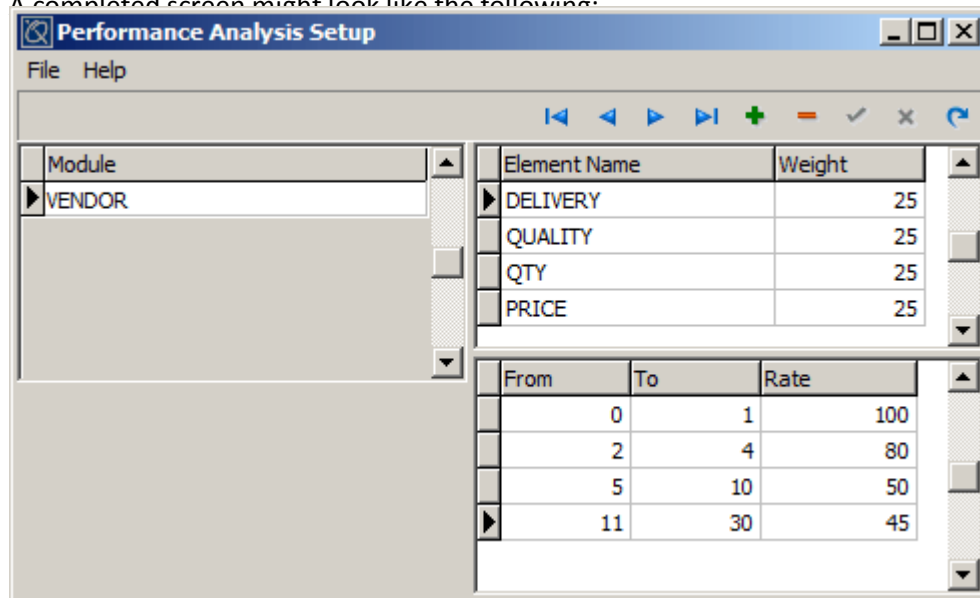
Locate the lower right grid, with the From, To and Rate Columns. Use this table to enter the factors that will be used during performance evaluation. Note that each criterion can have as many factor break points as you require.

Note also that only the Delivery criterion is scored in days. The other criteria are scored using a percentage. For percentage rate factors be sure there are no gaps in the From and To values. The values can be up to 2 decimal places. For example, for Price % enter 3.99 in the 'To' rate if the next 'From' rate is 4.

To specify how to rate the Delivery criterion, place your cursor on the first record under the From column and enter 0. Move your cursor to the To Column and enter another 0. The last column should show the value of 100. This means that any delivery that is neither early nor late will receive 100% of the weight.

Additional entries can be created by selecting the + button.

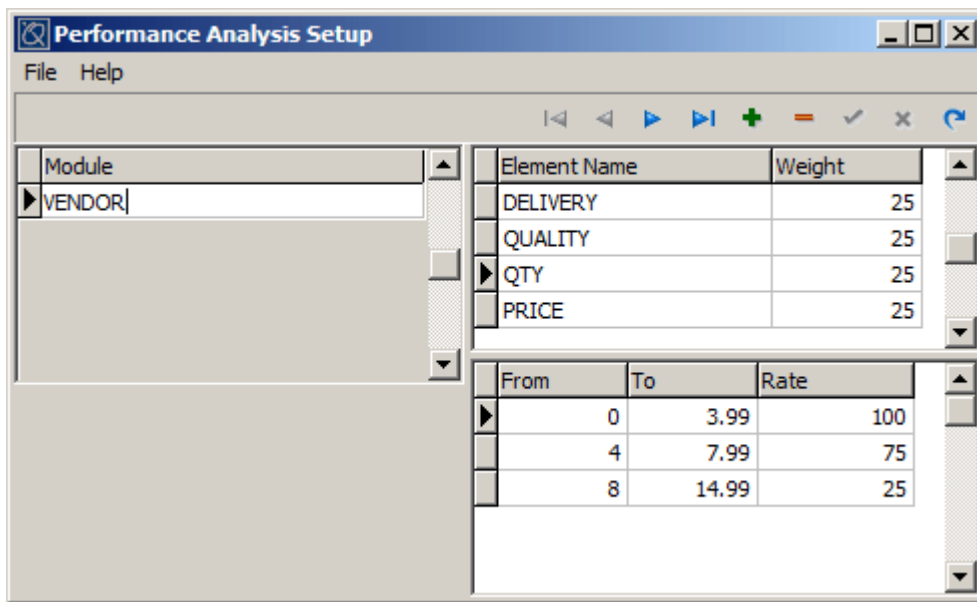
A completed screen might look like the following:



As shown above, enter as many break points as you need. Note that the values are used in absolute form. That is, a delivery coming in a day early is treated the same as a delivery coming in a day late. For example, based on the values entered above, a shipment that came in three days early or late will only receive 80 percent of the total points available (25 x .80 = 20).

Important - if the system does not find any specific criteria in the tables, the vendor will receive no points. In our example above, the vendor would not receive any points if the shipment was delivered 31 or more days early or late.

The Quantity, Price and Quality criteria are handled via percentage. In these cases, enter the percent difference that is acceptable, and an appropriate value. For example, assume you award a vendor total points if his shipments are within 3% of the requested amount. As shown on the grid screen below, you can account for various percentages of accuracy:



In this case, the vendor will receive all points (up to 25) if the total requested and the total received are within 3.99%. However, the vendor would receive no points if the difference were greater than 14.99% from what the PO requested. Like the Delivery criteria, this is an absolute value - meaning the performance is based on the vendor shipping the ordered amount. Too many items or too few might be cause for a lowering of the rating.

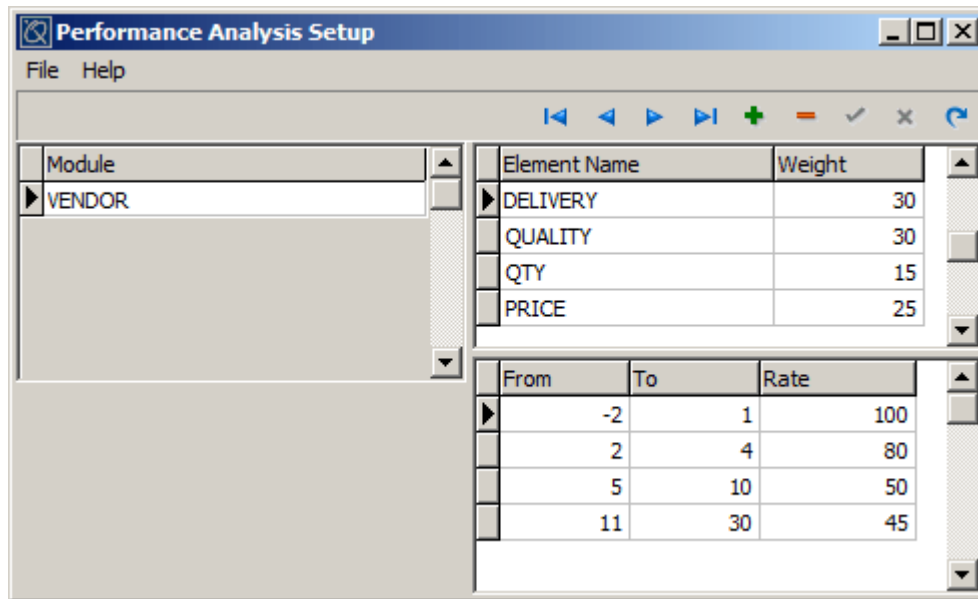
Reports

With the Performance Analysis Setup tables complete, users can print reports to evaluate their vendors. To enable a vendor to be evaluated be sure to check the 'Subject to Rating' option on the Rating tab in Vendor Maintenance. There are three reports available. They are all found in Vendor Maintenance->Reports|Print menu option:

- Vendor Performance Analysis (V_analys.rpt) - The view used in this report captures the promise date at the time of the receipt. This provides a baseline promise date to evaluate the receipt to. If the promise date changes after the first receipt, the next receipt would be compared to the changed date, but it would not effect the delivery factor for the first receipt since the promise date was changed after the first receipt was made.
- Vendor Performance Analysis - Delivery Allows Early Days (V_analys_neg_delfactor.rpt) - Delivery factor in this report allows for early arrivals to be considered as good as on time. The delivery factor is manually calculated by the report. Users must set up negative days in their rating factors to allow for early days. This report does manual calculations on the delivery factor so that vendors do not get penalized for being early. This report also uses the delivery factor calculation based on promise date as of time of receipt.
- Vendor Performance Analysis - Delivery Factor PO Promise Date (V_analys_manual_delfactor.rpt) - This report does not use the promise date at the time of receipt to calculate the delivery factor, it uses the current po_releases.promise date. It is designed for users that want to be able to go back in and change the promise on the release and have the report look at that new promise date and not the promise date that gets stored as it was at the time of receipt.

So if you want to make sure the delivery factor is based on comparing receipt date to promise date as of the time of the receipt use the Vendor Performance Analysis report or the Vendor Performance Analysis - Delivery Allows Early Days. If you want to be able to effect the delivery factor by changing the po_releases.promise_date use the Vendor Performance Analysis - Delivery Factor PO Promise Date report.

For example - Using the Delivery factors set up below:



The Vendor Performance Analysis - Delivery Allows Early Days report would calculate the delivery factor as follows:

PL	103007PL	760-PASO	11/20/2007	3	24.00
	103007 PL		11/23/2007		
PL	103007PL	760-PASO	11/27/2007	-4	0.00
	103007 PL		11/23/2007		
PL	103007PL	760-PASO	12/4/2007	-11	0.00
	103007 PL		11/23/2007		
	tooling materials	785-PASO	4/22/2008	0	30.00
			4/22/2008		
IN	SIC INSERT	785-PASO	4/22/2008	0	30.00
	SIC INSERT		4/22/2008		
IN	SIC INSERT	785-PASO	4/23/2008	-1	30.00
	SIC INSERT		4/22/2008		

Notice the negative days values. The -1 indicates it was one day early which is rated at 100% so it gets a score of 30, where the -4 is scored at 0.

The Vendor Performance Analysis - Delivery Factor PO Promise Date report would calculate the delivery factor as follows:

PL	103007PL	780-PASO	11/20/2007	3	24.00
	103007 PL		11/23/2007		
PL	103007PL	780-PASO	11/27/2007	4	24.00
	103007 PL		11/23/2007		
PL	103007PL	780-PASO	12/4/2007	11	13.50
	103007 PL		11/23/2007		
	tooling materials	785-PASO	4/22/2008	0	30.00
			4/22/2008		
IN	SIC INSERT	785-PASO	4/22/2008	0	30.00
	SIC INSERT		4/22/2008		
IN	SIC INSERT	785-PASO	4/23/2008	1	30.00
	SIC INSERT		4/22/2008		

This is the same data as the above report except the early deliveries are considered as positive values, so the -4 days early is a 4 now which is scored at 80% of 30 = 24.

RollBack Setup

From System Parameters->Options menu users can access the Rollback Setup form.

RB Segment Name	Table Space Name	Init Size	Next Ext.
FRL_POPULATE	RBS	500	500
RB_AR	RBS	500	500
RB_DD	RBS	500	500
RB_PAYROLL	RBS	500	500

This is for advanced users only. It is used to specify a specific rollback segment for a specific process such as populating the FRL's for FRx, for very large payroll processes, or for EDI.

Attached Packaging and Components

From System Parameters->Options menu users can access the Package and Component Maintenance form. This is another place to view/edit all of the attached operations. Attached operations include: Blends, user defined Standard Operations, and Packaging and Component operations (created automatically when adding a component or packaging to a BOM). Please see Adding a new Operation in Attaching Operations.

Boiler Plates

From System Parameters->Options menu users can access Boiler Plates. Boiler plate text can be attached to the line item comments within the purchase order and packing slip forms. Boiler plates are usually short comments or notes that are used over and over. Using boiler plates reduces the amount of typing by storing pre-defined text and adding them quickly to these documents.

You can create PO, Packing Slip, and OE type boiler plates; and edit, delete and retrieve all types of boiler plates from the Boiler Plates Maintenance module.

- Choose the **Options** menu, then **Boiler Plate Maintenance**.

The screenshot shows the 'IQ Boiler Plates' maintenance window. The title bar includes the 'IQ' logo and window controls. The toolbar contains icons for home, back, forward, add, delete, save, and refresh. The form fields are as follows:

Boiler Plate #	1
Type	PO
Description	MSDS

Below the form fields, the boiler plate text is displayed in a large text area:

MSDS REQUIRED
CANNOT RECEIVE SHIPMENT WITHOUT PROPER MATERIAL SAFETY DATA SHEETS INCLUDED WITH PRODUCT|

In the example above, a new boiler plate has been created.

- Click Add (+) to create a new boiler plate. Note that the system assigns an ID number. This field cannot be edited and is used internally to track the individual notes.
- Select the type of boiler plate from the pull down list. Select PO (Purchase Order), Packing slip, or OE (Order Entry).
- Enter a description. This will be shown during subsequent pick lists to help identify the text.
- Enter your text. You can store up to 2000 characters. Spell Checking can be accessed by either pressing F7 to initiate the spell check, or right click and select 'Check Spelling.'
- Save your work by clicking the post button.

You can enter as many boiler plates as needed. You can edit boiler plates from this screen or from both the purchase order and packing slip screens.

You can also create a new boiler plate from within a PO, SO, and Packing slip by directly typing in the note, then using the right mouse click, selecting Save as Boiler Plate. Enter a description in the next dialog box, and the new text will be saved.

Printer Speed Button Boiler Plates

Boiler Plates can also be created for printer speed button reports such as Print Current PO and Print Packing Slip. When the Email destination is selected these boiler plates can be used to automatically populate the body of the email. This type of Boiler Plate is created directly from the Email destination tab of the specific module. These cannot be created from the Boiler Plates Maintenance module but can be edited from there. The speed button Boiler plate is hard coded with the type coming from the form. For example, when printing/emailing a sales order acknowledgement to a customer the type is hard coded to 'TFrmPrintDocsOE_Ack', if you are emailing the sales order, the type is hard coded to TFrmPrintDocs_OE. Only the boiler plates associated to the form will be visible in the pick list when emailing a report. (See Speed Buttons section for details).

IQTrace Tables

From System Parameters->Options menu users can access the IQTrace tables. IQTrace gives the user the ability to track specific user changes. Once set up the system logs any changes made to the specific fields indicated, and makes them available for review. The system can trace the data in fields including large 4000 character memo fields.

The user can tell the system which tables and which fields within the tables should be traced. Each time one or more of the fields is modified, the system writes those changes to a log file. You can import the default tables, or you can manually add your own.

Note: Because this tool can impact performance, caution is urged when deciding which fields should be included in the trace table. It is not recommended to trace records that the system changes such as work orders. The TR_Batch may get quite large. To purge this data please see the ***IQPurge*** https://my.iqms.com/cfs-file.ashx/__key/Technote/IQPurge.pdf TechNote for more information.

Import the default Trace Information

To import the default Trace tables go to Data Dictionary (DD.exe) and import two files; TR_Tab.dbf and TR_Col.dbf to your master home directory. They may be placed under any folder. The .dbf files are located on MyIQMS -> Support _> Files -> IQMS Utilities and Misc.

Open DD and click on the Import menu option. Select IQTrace. Use the browser dialog box to find the above mentioned files. With the proper directory selected, click OK to import the records

DD will import the tables automatically.

Manual Entry of Tables

Under the Options menu select IQTrace Tables.

The following screen shows the table already populated with the default tables.

IQTrace

File Report Help

Traced Tables

Table Name	Tracing Status
AKA BREAKS	ENABLED
ARINVT	ENABLED
ARINVT_BREAKS	ENABLED
FGMULTI	ENABLED
ORD_DETAIL	ENABLED
ORDERS	ENABLED
PARTNO	ENABLED

Traced Columns - AKA_BREAKS

Column Name	Insert	Update	Delete
QPRICE	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
QUAN	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Apply

The upper grid shows the tables available to add a trace to. Note: The IQTrace tables (TR_BATCH, TR_COL, TR_TAB, TR_VALUE) are not in the pick list because when trace is setup on these tables it causes errors throughout the system.

The lower grid shows the columns available to each specific table that a trace log can be kept on.

To add a table click on the Add (+) button in the upper grid. Use the search button to access the pick list or the drop down menu to choose the table you want to add. While that selection is highlighted, click on the apply button to add this table to the trace system.

To add a field highlight the desired table in the top section and click on the Add (+) button in the lower grid. Use the drop down menu to choose the field you want to add. While that selection is highlighted, click on the apply button to add this field to the trace system. Select the action(s) to trace on by checking the box for: Insert, Update, and/or Delete. The Tracing Status will temporarily be marked as Not Available until you click on the apply button and does not indicate tracing is not available on this table.

To remove a Trace highlight on an item from either the Table (upper grid) or the Table Columns (lower grid) and use the - button to delete the table or column. Be sure to click **Apply** for the changes to take effect.

Using Trace throughout the system:

To use IQTrace go to the form in the area you have set up and right click and choose Trace from the pop up menu. The following dialog box appears displaying the table and ID of the record being traced in the top blue bar:

Action	Time	User Name	Program Name
UPDATE	2/17/2017 9:35:16 AM	SSADEGHI	iqwin32.exe
INSERT	2/17/2017 9:35:14 AM	SSADEGHI	iqwin32.exe

Column Name	Old Value	New Value
ORDERNO	3578	1421-PASO

The changes are listed by date and time. An Insert type action is for a new record. An Update type action means there has been a change to an existing record. The top section also includes the user name that performed the action, and the program name the data change was made from (i.e iqwin32.exe, w3wp.exe (when changed from WebIQ), and iqrf.exe).

The Old Value and New Value fields display 4000 characters.

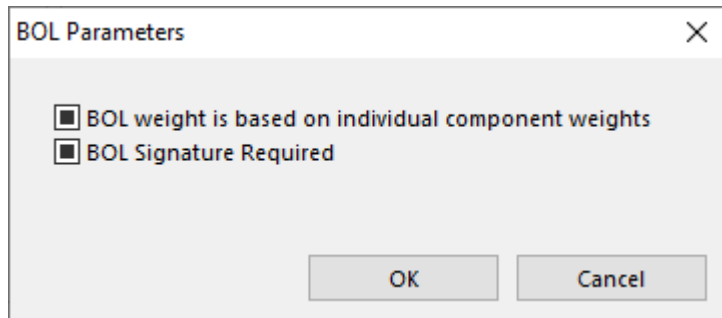
From the Trace form users can right click and select from two options to copy data from the table:

- Copy ID to Clipboard - This copies the ID of the record being traced.
- Copy Table Name to Clipboard - This copies the Table Name being traced.

Note: Trace cannot be set on IQTrace tables (TR_BATCH, TR_COL, TR_TAB, TR_VALUE). Doing so will result in errors throughout the system if changes are made on any other tables that have trace enabled.

BOL Parameters

Users can access the BOL parameters by accessing System Parameters -> Options.



The different BOL parameters are listed below.

BOL weight is based on individual component weights

With this option enabled, the system calculates BOL data based on the weight of each individual component, which can be found on the item's record (Inventory -> Additional tab), listed on the BOM. If the option is not enabled, then the system calculates BOL data according to the hierarchies listed in the BOL Calculations help topic.

If this option is enabled for each item being shipped, the user must enter the weight for the finished good and all its packaging components (Inventory -> Additional tab -> 'Weight' field). The system totals all the values listed in the 'Tare Weight' column for any packaging items and the 'Gross Weight' for the finished good and other components based on the 'Parts Per' in the BOM. To view the BOL calculation details, click the 'Weight' field on the packing slip. Then click the ellipsis - a window will display, allowing the user to add, remove, or edit the BOL information.

Note: The 'Weight' found in the inventory record for a manufactured item is the same as the 'Loose Info Weight' for the item found in its BOL Data.

The following table details the BOL calculation details for the 'BOL weight is based on individual component weights option.' Refer to the BOL Calculations help topic for more details.

<p>2. BOM Based - Individual Components Weight</p> <p>'BOL Weight is Based on Individual Component Weights'</p>	<p>If the 'BOL weight is based on individual component weights' option has been checked in the system's BOL Parameters (System Parameters -> Options -> BOL Parameters), the system uses the BOM's individual components' weights to calculate the cargo item's BOL Data. The system uses the following fields from the BOM's BOL Data to calculate the BOL information for manufactured items.</p> <ul style="list-style-type: none"> ▪ BOL Data (BOM Based) <ul style="list-style-type: none"> ▪ Cargo Item's Loose Info Weight ▪ Components' Loose Info Weights ▪ Packaging Items' Loose Info Weights ▪ Packaging Items' Loose Info Volume for Sequence 1 or 2 ▪ 'Is Pallet' Packaging Items' Loose Info Volume 	<p>Total Volume = (Roundup (Total BOM Item's Loose Info Volume) + (Pallet's Loose Info Volume))</p> <p>Total Weight = (Cargo Item's Loose Info Weights * Components' Loose Info Weights per BOL Line + (Roundup (Total BOM Item's Loose Info Weight) + (Roundup (Packaging Item's Loose Info Weight)))</p> <p>Total Boxes = (Shipped Items / Sequence 1 Item's BOMs' Parts Per)</p> <p>Note: The system always uses the Sequence 1 Parts Per unless the Sequence 1 Packaging is "Non-Pallet". If the Sequence 1 Packaging is "Non-Pallet" Sequence 2 Packaging is used.</p> <p>Pallet Count = Shipped Items / 'Is Pallet'</p> <p>If the BOM includes only packaging on the Pallet:</p> <p>Parts/Package = Items per Case / Parts Per</p> <p>Volume = Round (Ship Qty/Items per Case)</p> <p>Weight = ((Ship Qty * Parts Per) * Components' Loose Info Weights + (Ship Qty/Parts Per) * Packaging Item's Loose Info Weight)</p> <p>Note: If the volume for the packaging is zero, the volume will be zero. If the components' weights have not been specified, the weight will be zero. Use the 'BOL Data' to calculate the weight of the components and packaging.</p> <p>Note: If no packaging item has been specified, the weight will be zero.</p> <p>Note: If there is no packaging on the pallet, the BOL information by this hierarchy will be zero.</p>
---	---	--

BOL Signature Required

This will activate the option for the 'Get Signature' process in the BOL module. The Tablet Signature Capture option provides the ability to electronically capture the signature of the Shipping Companies driver on an electronic clipboard with serial input to a PC within the BOL module. The signature is then stored in the database as a BLOB field (BOL.SIGNATURE_IMAGE) and its image can later be printed on the associated BOL report.

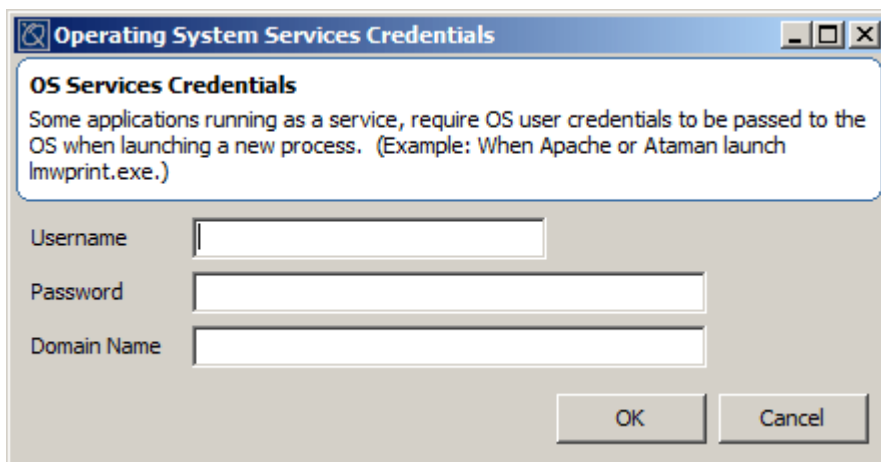
Refer to the **Tablet Signature Capture** https://my.iqms.com/cfs-file.ashx/__key/Technote/tablet_2D00_signature_2D00_capture.pdf TechNote for more details.

IQMS Oracle ODBC DSN

From System Parameters->Options menu users can access the IQMS Oracle ODBC DSN option. This option creates an Oracle DSN for ODBC connections to the Oracle instance. This is to be used for the connection between ShipperLink and UPS WorldShip. The ODBC Data Source will need to be installed on each workstation that will be using FedEx Ship Manager. Ensure the Oracle version is correct and accept the default values that display, unless otherwise instructed.

OS Service Credentials

From System Parameters->Options menu users can access the OS Service Credentials form. This form is used to enter the username, password, and domain name required in situations where user credentials must be passed to the OS when launching a new process. For example, this is required for Apache or Ataman to launch the Label Matrix application.



Operating System Services Credentials

OS Services Credentials


Some applications running as a service, require OS user credentials to be passed to the OS when launching a new process. (Example: When Apache or Ataman launch lmwprint.exe.)

Username

Password

Domain Name

OK Cancel

This can also be accessed by selecting the  speed button on the Label Setup tab in System Parameters.

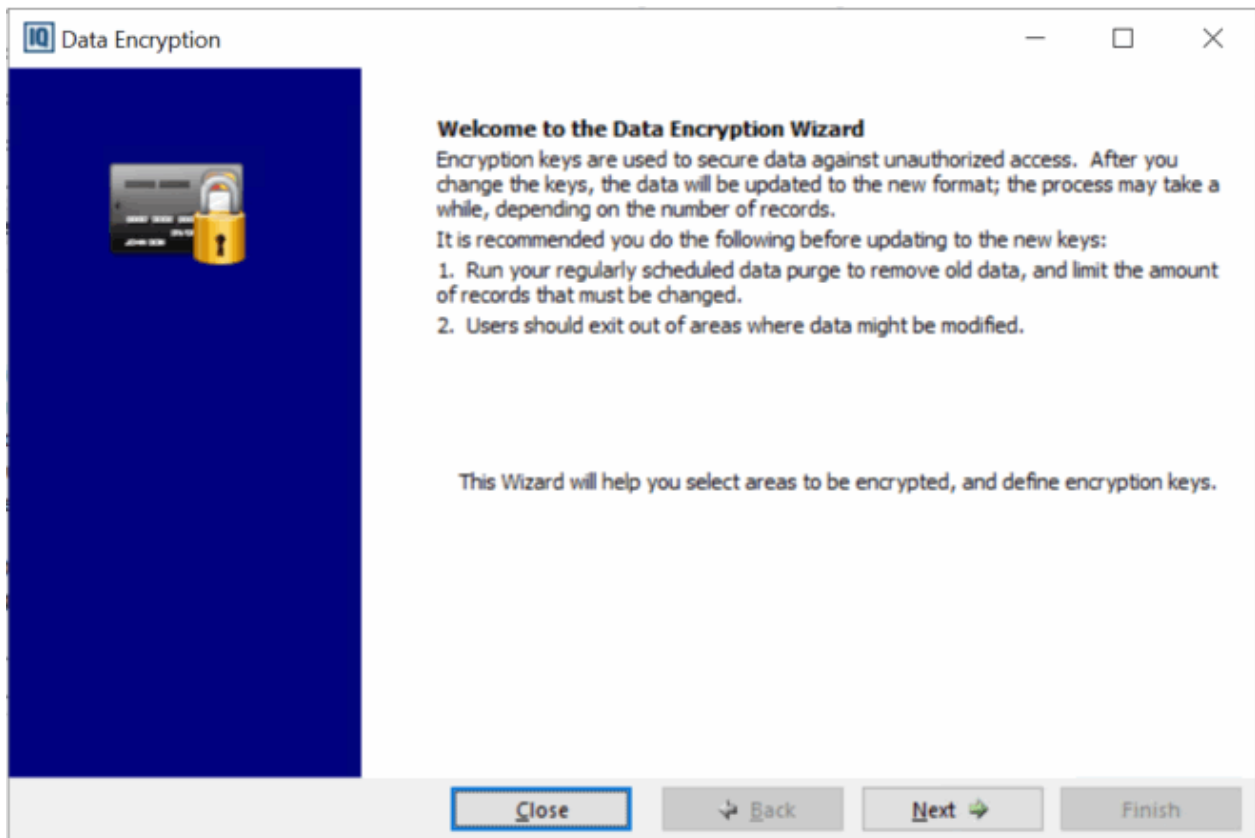
Data Encryption Wizard

It is available to set up encryption and decryption for Credit Cards and Employee Maintenance, via the Data Encryption Wizard. The wizard is found under the Options drop down menu in System Parameters. In order to use the wizard, users must be a DBA and know the passwords (Encryption Keys) necessary to encrypt and decrypt.

Each module (Credit Cards and Employee Maintenance) can be encrypted or decrypted independently using the Data Encryption Wizard.

In Employee Maintenance the Social Security number, Bank Account and Routing Number are available to encrypt. The encryption will mask all but the last four digits in all Employee Screens, reports that display Social Security Numbers and/or Banking Information, and data tables. In Credit Cards, the Card Number will be available to encrypt. The result will be a masking of the digits, displaying only the last four digits. Again, the Card Number will be encrypted on each screen, in reports that surface a Credit Card Number and data tables. If fields need to be edited and the user has rights to change the encrypted data, they can do so by typing over the existing number. The number will be visible until the post edit button is selected. At that point, the number will be shown as encrypted with only the last four digits displayed.

To begin the wizard, select Data Encryption Wizard from the Options drop down in System Parameters.



Upon encrypting the first time, you will be asked to create passwords (Encryption Keys). It is very important that these passwords (Encryption Keys) are kept in a secure location. Each time you enter the wizard, you will be prompted for the three passwords.

Data Encryption

Add or Change Encryption Keys

Enter the passwords that will be used for encryption. Be sure to record the passwords in a secure location because you will need them if you wish to change them or remove encryption at a later date.

Note: Passwords are case-sensitive. They must be from 7 to 30 characters long, and contain both characters and numbers.

	New Password	Confirm New Password
Password 1	<input type="text"/>	<input type="text"/>
Password 2	<input type="text"/>	<input type="text"/>
Password 3	<input type="text"/>	<input type="text"/>

Close Back Next Finish

You will be prompted to enter a number of days before a reminder is sent to change your password. To remain PCI-DSS compliant (Item 3.6.4), you should change your password at a recommended frequency of no more than 90 days.

The next prompt will ask if you want to encrypt Credit Card numbers. If Credit Cards are to be encrypted, check the Add Encryption box. If you are editing, you can remove the check from the box to remove encryption for Credit Cards.

Data Encryption

Credit Card Data Encryption

Encryption of Credit Card Numbers and other sensitive data in compliance with PCI Credit Card Security Standard. Affected areas are Accounts Receivable, Sales Orders, Credit Card Charges, Customer Credit Cards and Credit Card Settlements.

Status: **NOT ENCRYPTED**

Add Encryption

NOTE: Without encryption, sensitive credit card data will be exposed in the Database. Encryption is required to be compliant with the PCI Credit Card Security Standard.

Close Back **Next** Finish

The next prompt is asking about Employee Data Encryption. You can Add Encryption or if you are editing, you can remove the check from the box to remove the encryption of Employee Data.

Data Encryption

Employee Data Encryption
Encryption of Social Security Numbers and Bank Accounts in Employee Maintenance and Payroll areas of the Software

Status: **NOT ENCRYPTED**

Add Encryption

NOTE: Without encryption, sensitive employee data will be exposed in the Database.

Close Back Next Finish

Once a selection has been made, or edits have been done to decrypt, you will be prompted to click finish to complete the process.

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