



RF/BAR

<Customer Company Name>

Picking: Multiple Sales Orders & Multiple Pickers

Introduction

The RF/BAR Online SO Dispatching feature provides the method of choosing from a list of all sales orders eligible to pick. They are sequenced on this list with the earlier the Due Date of the earliest Sales Order Line Item Due Date, the higher on the list. Having this dynamic list of pickable orders is efficient.

This advanced version of the Pick Dispatching feature expands the picking capabilities by:

1. Making it easy for one picker to pick one Sales Order at a time.
2. Making it easy for one picker to simultaneously pick multiple smaller Sales Orders.
3. Making it easy for multiple pickers to share the picking of a single, larger Sales Order.

On-Screen-Picking-Dispatch-List

Shippable Orders	Ln#
1	sof10008 09/22 2
2	sof10024 11/18 2
3	sof10025 11/18 2
4	sof10027 11/24 2
5	sof10028 11/24 2
6	sof10031 12/10 4
7	sof10031 12/10 2

Enter Seq# to Pick

The choice of picking method is made by the picker as they choose the next Sales Order to pick from the list of "Shippable Orders" shown here.

1. If a picker chooses just one "smaller" SO to pick, they will pick the entire order by themselves.
2. If a picker chooses more than one SO to pick, they will pick entire multiple smaller sales orders simultaneously. The sequence of Line-Items displayed on the screen is sorted by Inventory Location regardless of which SO it is on. (The picker should keep the picks separate by SO, e.g., by placing one order on each shelf on their cart, et cetera.
3. If a picker chooses to work on picking a larger SO, they choose a segment of larger SOs, each segment appears on the dispatch list sequentially. Notice there are two "order-segments" displayed for the larger Sales Order = sof10031. The maximum "size" of each SO "segment" is defined by the Generalized Code "RFBAR-SO-

MAXLINES" (see appendix) = the maximum number of SO Line-Items in each picker's "segment". SO sof10031 has a total of 6 line-items, segmented into a full segment of 4 line-items & the remainder segment of 2 line items. Since the picks are sequenced by Inventory Location, the remainder segment of sof10031 will take up picking location beginning with the next inventory location after the last line-item's location in the preceding segment. If a picker sees this sof10031 situation of a total of 6 line-items, he may choose to pick both segments together.

If there are more than 12 Sales Order (Segments), you can see the next page of Orders (Segments) by entering a "Seq#" of 0. Notice that the Shippable Orders are sequenced by the earliest line-item due date on each order, and that due date is displayed as mm/dd (month/day).



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On-Screen PickList

Once the order(s) being picked have been chosen, the sequencing of the picks is by allocated picking location. This Location-sequenced mechanism for issuing finished goods inventory to the sales order(s) is more efficient than the standard QAD method of sequencing the picks by Sales Order Line Item on the printed pick list (as shown below). The reading of Product + Lot/Serial Bar-Coded Item labels, as well as reading of Site + Location Bar-Coded labels, helps make the picking as accurate as possible.

Ln	Item Number	Site T Location	Lot/Serial	Qty Open Qty to Ship	UM	Due Shipped
1	22-100 Revision: AA CORD, POWER, UK	10000		980.0	EA	08/30/11
		100		980.0	()	
2	44-8000 Table Std Legs 4'	10000		10.0	EA	08/30/11
		100		10.0	()	

With the RF/BAR wirelessly dispatched order picking program, you do not need to manually find the oldest order to pick from the piles of “vanilla” QAD paper picklists. When you use our Sales Order Picking program, you have visibility of all eligible orders, and once you have selected an order (or more) to pick, the online pick list is presented -- sequenced by Pick Location and FIFO Lot#.

You must still “print” the standard QAD Packing List Print program [7.9.13], but now you can choose to print all pick lists to a file (eg, “junk”) and save a tree!

To assure that the highest priority sales orders display as eligible to ship, Customer Service should change their (line-item) due dates to REALISTIC dates (we suggest you measure shipping accuracy by noting how close to customer’s due date you actually ship each line item on each order). If an order needs to be rushed, simply enter the order number -- without changing the due date – and the program will pick the order, if it meets all shippable sales order criteria described above.

Every time the program is run by each picker, it marks the orders that are being picked so that they do not show up on another picker’s list of eligible orders. This feature provides the dynamic, FIFO picking capability of the program.



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Step 1. Select "6" on the Fact-WMS Menu [9.2]

```
FACT-WMS MENU 1208
1.Calc WO Replens
2.Calc SO Replens
3.Calc RC Replens

4.Disptch Replenishs
5.Disptch WO Picks
6.Disptch SO Picks
6
```

Step 2. Display "Pickable" Sales Orders

```
Shippable Orders Lns
1 sof10008 09/22 2
2 sof10024 11/18 2
3 sof10025 11/18 2
4 sof10027 11/24 2
5 sof10028 11/24 2
6 sof10031 12/10 4
7 sof10031 12/10 2
```

The program starts by displaying the oldest-due-date screen-full of Shippable Sales Orders eligible for picking. Each order's displayed "Due date" is the earliest Line-Item Due Date, used to sequence the orders on the screen. The number of line-items (**Lns**) on each order is also displayed

To choose a Sales Order to pick, enter the sequence number in the left-hand column (e.g., "2"), or scan/type the Sales Order Number (e.g., "sof10008").

If your company has a lot of Sales Orders ready for picking, you may have to search more screenfulls of orders -- by entering "0" and pressing the Enter-key to see the next screen full of 12 orders.

```
Enter Seq# to Pick
6
```

You can try to pick a sales order that is not displayed by entering the Sales Order Number instead of a sequence#. (Remember that eligible Orders must be eligible for picking as described in this User Guide Introduction.)



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If the Sales Order number or Seq# you enter is not found to be eligible to be picked (or doesn't exist), the error message "Cannot Find Order" is displayed. Press Spacebar to Continue.

```

Shippable Orders Lns      Shippable Orders Lns
1 sof10008 09/22 2        1 sof10008 09/22 2
2 sof10024 11/18 2        2 sof10024 11/18 2
3 sof10025 11/18 2        3 sof10025 11/18 2
4 sof10027 11/24 2        4 sof10027 11/24 2
5 sof10028 11/24 2        5 sof10028 11/24 2
6 sof10031 12/10 4        6 sof10031 12/10 4
7 sof10031 12/10 2        7 sof10031 12/10 2

Enter Seq# to Pick      Enter Seq# to Pick
8                          sof10029
Cannot Find Order        Cannot Find Order

```

Picking Single or Multiple-Simultaneous SO's

Step 3. Enter the Sales Orders you want to simultaneously pick.

```

Shippable Orders Lns
1 sof10008 09/22 2
2 sof10024 11/18 2
3 sof10025 11/18 2
4 sof10027 11/24 2
5 sof10028 11/24 2
6 sof10031 12/10 4
7 sof10031 12/10 2

```

For multiple orders, enter an order Seq# or SO#, then enter another. When you are finished, press the F4-key to end selecting.

For larger orders, enter the order Seq# or scan the SO#, then press F4-key to begin picking.

```

Enter Seq# to Pick
1

```



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```

FACTIVITY-RF SOPICK1213
Ord: sof10008 Ln: 2
Due: 09/22/11
P/N: 44-8000
TOpn: 65 TIss: 0
Site: 10000
Locn: 100
Lot#:
LOpn: 11 LIss: 0
Part:
Lot#:
Pckd:
Scan Site+Loc
F4 Exit

```

Once you have chosen the eligible-to-be-picked Sales Order, the recommended picking sequence for the selected SO is displayed as an online picklist (see field labels), starting with the lowest-named picking location for lowest named Item being picked in this Location (e.g., part 44-8000 at location = "100" in site "10000" in this example).

*****NOTE*** Depending on how you have set up the Generalized Codes, you are picking either by "Quick-Pick" inventory locations & lot/serials, or are picking by "Allocated" inventory locations & lot/serials.**

Step 2. Scan the picking [Site + Location] you are picking the current Item-Lot from:

```

FACTIVITY-RF SOPICK1213
Ord: sof10008 Ln: 2
Due: 09/22/11
P/N: 44-8000
TOpn: 65 TIss: 0
10000 100
Site: 10000
Locn: 100
Lot#:
LOpn: 11 LIss: 0
Part:
Lot#:
Pckd:
Scan Site+Loc
F4 Exit

```

Scan the Allocated/QuickPick Inventory Location (Site: + Locn:) (the two values should be separated with a blank-space on their entry-line, shown in the example as Site = 10000 and Location = 100).

```

FACTIVITY-RF SOPICK1117
Ord: sof10024 Ln: 2
Due: 11/18/11
P/N: 22-100
TOpn: 24 TIss: 0
10000 10
Site: 10000
Locn: 100
Lot#:
LOpn: 24 LIss: 0
Part:
Lot#:
Pckd:
Wrong Location
F4 Exit

```

If the scanned site & location does not match the Allocated site & location (displayed immediately above the data entry line), the error message "Wrong Location" is displayed. After pressing any key, you are returned for re-scanning or manual entry of the correct Site + Location.



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Step 4. Scan bar-coded Product Part-Number (P/N:) + (Optional) Lot/Serial (Lot#:)

```

FACTIVITY-RF SOPICK1213
Ord: sof10008 Ln: 2
Due: 09/22/11
P/N: 44-8000
TOpen: 65 TIss: 0

Site: 10000
Locn: 100
Lot#:
LOpn: 11 LIss: 0
44-8000
-----
Part:
Lot#:
Pckd: 0
Scan Part+Lot

F4 Exit

```

Scan or type the [Product + (optional)Lot/Serial]. If there is no Lot/Serial, the Item Label will contain only the Product ID.

If the product does not match the displayed product, the error message "Product does not match" is displayed. Press any key to return for re-entry.

Step 5. Manually enter the quantity being picked for this Item/Lot/Location

```

FACTIVITY-RF SOPICK1213
Ord: sof10008 Ln: 2
Due: 09/22/11
P/N: 44-8000
TOpen: 65 TIss: 0

Site: 10000
Locn: 100
Lot#:
LOpn: 11 LIss: 0
44-8000
-----
Part:
Lot#:
Pckd: 1
Scan Part+Lot

F4 Exit

```

The Lot-Quantity-Open (**LOpn**) is displayed. Type the quantity being picked for this Product + Lot + Location.

If you enter a picked quantity that is greater than the quantity allocated, then the error message "Picked is > Allocated" is displayed, and you will be re-prompted for a valid pick quantity.



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```
FACTIVITY-RF SOPICK1213  The screen will prompt for the next Site+Location & Product+Lot.
Ord: sof10008 Ln: 1
Due: 09/22/11
P/N: 44-5000
TOpn: 65 TIss: 11

Site: 10000
Locn: fact01
Lot#:
LOpn: 11 LIss: 0
44-5000
-----
Part:
Lot#:
Pckd: 1
Scan Part+Lot

F4 Exit
```

Step 6. When all Products have been picked, you will be asked if it is OK to ship SO?"

```
sof10008 1 PICKED:
44-5000
11.0
sof10008 2 PICKED:
44-8000
11.0

Ship Orders? Yes/No
y
-----
F4 Exit.
```

When you have completed the picks on all eligible line items, the items & quantities that have been picked are displayed, and you are asked "Ship Order". Enter "Y" for Yes to complete the SO's pick, or Enter "N" for No and all picks are erased, and you must start over on picking this SO.



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You use Generalized Code [36.2.13] to maintain the maximum number of line-items (on larger sales orders) that are displayed in each “segment” of larger orders.

mgcodemt.p 1+	36.2.13 Generalized Codes Maintenance	12/14/11
Field Name: FACTIVITY-RF-SO-MAXLINE		
Value:		
Comments: 4		

You use Generalized Codes [36.2.13] to maintain the prefix of sales orders that are eligible to be dispatched.

mgcodemt.p 1+	36.2.13 Generalized Codes Maintenance	12/14/11
Field Name: FACTIVITY-RF-SO-PREFIX		
Value:		
Comments: S		

You use Generalized Codes [36.2.13] to maintain the prefix of Material Orders that are eligible to be Dispatched, if this feature has been implemented.

mgcodemt.p 1+	36.2.13 Generalized Codes Maintenance	12/14/11
Field Name: FACTIVITY-RF-MO-PREFIX		
Value:		
Comments: MO		