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Document Email Indicator

Cavallo Support - 2024-11-22 - [Sales](#)

Overview

When you email a document from Sales Document Search, Purchase Order Search, or Sales Monitor, an EM code shows up in the status column to indicate that the document has been emailed.

Usage

Open the "Sales Document" search screen (go to Sales Documents and click search). For sales document # DC 1285 , notice the EM code in the status column on the far right of the page. This indicates the document has been emailed.

The screenshot shows the Sales Documents search interface. The search criteria are: Document #: [empty], Document ID: [empty], Selected Documents Only: [unchecked], Customer: [empty], PO#: [empty], Sales Person ID: [empty]. The search results table is as follows:

Sales Doc T...	Sales Doc N...	Sales Doc ID	Doc Date	Source	Sales Batch	Customer...	Country Code	Customer P...	Status	Master Num	Created On	Created By
INVOICE	STDINV2267	STDINV	8/17/2018	History	sa	AARONFIT...	US		FP EM	414	8/17/2018	test
INVOICE	STDINV2260	STDINV	4/12/2017	History	SOP INVOI...	AARONFIT...			FP	339	3/2/2014	sa
INVOICE	STDINV2252	STDINV	4/12/2017	History	sa	AARONFIT...			FP	83	4/12/2017	sa
INVOICE	STDINV2228	STDINV	4/12/2017	History	WMS BATCH	AARONFIT...			FP	204	4/12/2017	sa
INVOICE	STDINV2227	STDINV	4/12/2017	History	MAYORD	AARONFIT...			FP	83	4/12/2017	sa
INVOICE	STDINV2222	STDINV	3/30/2017	History	sa	AARONFIT...			FP	310	4/12/2017	sa
INVOICE	STDINV2220	STDINV	3/28/2017	History	sa	AARONFIT...			FP	308	4/12/2017	sa
INVOICE	STDINV2219	STDINV	3/27/2017	History	sa	AARONFIT...			FP	307	4/12/2017	sa
INVOICE	STDINV2203	STDINV	3/14/2017	History	sa	AARONFIT...			FP	291	4/12/2017	sa
INVOICE	STDINV2202	STDINV	3/14/2017	History	sa	AARONFIT...			FP	290	4/12/2017	sa
INVOICE	STDINV2190	STDINV	3/4/2017	History	sa	AARONFIT...			FP	278	4/12/2017	sa
INVOICE	STDINV2189	STDINV	3/4/2017	History	sa	AARONFIT...			FP	277	4/12/2017	sa
INVOICE	STDINV2176	STDINV	2/25/2016	History	sa	AARONFIT...			FP	264	4/11/2017	sa
INVOICE	STDINV2166	STDINV	2/19/2016	History	sa	AARONFIT...			FP	254	4/11/2017	sa
INVOICE	STDINV2145	STDINV	1/24/2017	History	sa	AARONFIT...			FP	233	4/9/2017	sa
INVOICE	STDINV2144	STDINV	1/23/2017	History	sa	AARONFIT...			FP	232	4/9/2017	sa
INVOICE	STDINV2131	STDINV	1/8/2017	History	sa	AARONFIT...			FP	219	4/8/2017	sa

You can also view the EM code from the "Sales Monitor" screen. Click **Sales Monitor** and **Refresh**. You will notice the EM in the status column for order # D 6855 .

Customer: [AARONFIT001] Aaron Fitz Electrical | Security Editor | Settings | (ORDER) ORDST2284 | Sales Documents | Sales Monitor

Close Refresh Hide Auto Queues Expand All Collapse All Refresh Manually Last Refresh: 11:11 AM Search: Sales Rep: (all)

ALL ORDERS (SPECORD) ORDERS (STDORD)

ID	Count	Doc#	Doc Date	Customer	Req Ship Date	Total	Rep	Status
ENDING	1	Batch: NEW ORDER						
_SP_ORDER	1	ORDST2265	08/03/2018	Aaron Fitz Electrical	08/03/2018	0.00	PAUL W.	ZL FPD
DOCS	1	ORDST2266	08/03/2018	Aaron Fitz Electrical	08/03/2018	0.00	PAUL W.	ZL FPD
EMAIL	3	ORDST2267	08/03/2018	Aaron Fitz Electrical	08/03/2018	21.40	PAUL W.	FP
NEW WHATEVER	1	ORDST2268	08/07/2018	Aaron Fitz Electrical	08/07/2018	21.40	PAUL W.	FP
ORDERS4/12	1	ORDST2269	08/07/2018	Aaron Fitz Electrical	08/07/2018	0.00	PAUL W.	FP FPD
READY TO PICK	21	ORDST2270	08/15/2018	Aaron Fitz Electrical	08/15/2018	20.00	PAUL W.	BO PBO PP
WMSORDER ORDER		ORDST2271	08/15/2018	Aaron Fitz Electrical	08/15/2018	20.00	PAUL W.	FP
ORDER	2	ORDST2272	08/29/2018	Aaron Fitz Electrical	08/29/2018	0.00	PAUL W.	ZL FPD
BKORD BACKORDER		ORDST2273	08/29/2018	Aaron Fitz Electrical	08/29/2018	0.00	PAUL W.	ZL FPD
SALES BACKORDER	2	ORDST2274	08/30/2018	Aaron Fitz Electrical	08/30/2018	0.00	PAUL W.	FP FPD
CAINV INVOICE		ORDST2275	08/31/2018	Aaron Fitz Electrical	08/31/2018	20.00	PAUL W.	FP
FULORD INVOICE		ORDST2276	08/31/2018	Aaron Fitz Electrical	08/31/2018	20.00	PAUL W.	FP
POSINV INVOICE		ORDST2277	09/04/2018	Aaron Fitz Electrical	09/04/2018	20.00	PAUL W.	BO PBO PP
RMAINV INVOICE		ORDST2279	09/04/2018	Aaron Fitz Electrical	09/04/2018	518.95	PAUL W.	FP FPD
SERVINV INVOICE		ORDST2280	09/05/2018	Aaron Fitz Electrical	09/05/2018	114.169	PAUL W.	FP
CONTRACTS	40	ORDST2281	09/06/2018	Aaron Fitz Electrical	09/06/2018	0.00	PAUL W.	ZL FPD
SPECINV INVOICE		ORDST2282.2	09/07/2018	Aaron Fitz Electrical	09/07/2018	38.80	PAUL W.	EM
STDINV INVOICE		ORDST2283	09/13/2018	Aaron Fitz Electrical	09/13/2018	19.40	PAUL W.	BO FBO
_INVOICE	1	ORDST2284	10/01/2018	Aaron Fitz Electrical	10/01/2018	19.40	PAUL W.	BO FBO
SLS SEP FULFILL	1	ORDST2285	09/17/2018	Aaron Fitz Electrical	09/17/2018	0.00	PAUL W.	ZL FPD
INVOICE	2							
NEW ORDER	2							
SVCZERO INVOICE								
CARTN RETURN								
RMARTN RETURN								
	127					853.519		