



Print Putaway Report

Megan De Freitas - 2024-11-22 - Miscellaneous

Overview

The Print Putaway Report (formerly called Print Bulk PO Report) allows users to print a putaway report consisting of multiple, non-sequential purchase orders from the console, using reports created in the Report Manager.

PO Number	Line Seq	Item Number	Item Description	Vendor ID	Qty Ordered	Qty Shipped
PO0997		16384 PSHN-ATT-530C	Cardless-Attractive 5352 Black	ADVANCED0001	1	0
PO1004		16384 HDVR-GVM-5100	Switching Module (1100)	CIRCUIT0001	1	0
PO1004		32768 HDVR-SPG-0001	Surge Protector Panel	CIRCUIT0001	6	0
PO1006		16384 PSHN-ATT-530C	Cardless-Attractive 5352 Blue	ATTRACT0001	10	0
PO1006		32768 PSHN-ATT-530C	Cardless-Attractive 5352 Black	ATTRACT0001	10	0
PO1007		16384 HDVR-LDS-0001	Network I/O Card	CAPITALP001	2	0
PO1007		32768 HDVR-FPS-0001	Ring Generator	CAPITALP001	1	0
PO1007		49152 HDVR-FPS-4662	Processor 486/25MHz	CAPITALP001	2	0
PO2082		16384 A100	Audio System	WOODGROV0001	10	0
PO2085		16384 A100	Audio System	WOODGROV0001	5	0
PO2100		16384 A100	Audio System	ACETRAVE0001	0	0
PO2102		16384 WISE-MSC-0001	Multi conductor wire	ACETRAVE0001	50	0
PO2112		16384 A100	Audio System	ACETRAVE0001	5	5
PO2116		16384 2005G	Green Phone	ACETRAVE0001	3	3
PO2117		32768 A100	Audio System	ACETRAVE0001	10	10
PO2118		16384 A100	Audio System	ACETRAVE0001	3	3
PO2118		32768 WISE-MSC-0001	Multi conductor wire	ACETRAVE0001	3	3
PO2118		49152 1005G	Green Phone	ACETRAVE0001	3	3
PO2121		16384 128 SDRAM	128 meg SDRAM	ACETRAVE0001	20	20
PO2122		16384 A100	Audio System	ACETRAVE0001	3	3
PO2127		16384 A100	Audio System	ACETRAVE0001	5	5
PO2128		16384 A100	Audio System	ACETRAVE0001	50	50
PO2129		16384 WISE-MSC-0001	Multi conductor wire	ACETRAVE0001	50	50
PO2130		16384 WISE-MSC-0001	Multi conductor wire	ACETRAVE0001	50	50
PO2135		16384 2005G	Green Phone	ACETRAVE0001	5	5
PO2135		32768 WISE-MSC-0001	Multi conductor wire	ACETRAVE0001	50	50
PO2136		16384 A100	Audio System	ACETRAVE0001	50	50
PO2137		16384 A100	Audio System	ACETRAVE0001	3	12
PO2138		16384 A100	Audio System	ACETRAVE0001	5	5
PO2149		16384 WISE-MSC-0001	Multi conductor wire	WOODGROV0001	50	0

Usage

1. Enter your search terms (PO Number, Item Number, Vendor ID, or any combination of the three) and click the **Search** button. If left blank, DataCollection will attempt to return all existing purchase orders. Any purchase orders matching the search terms you entered will be displayed.
2. Click on one or more purchase orders to select them. Multiple purchase orders can be selected by using Ctrl + click.
3. Click the **Print** button to open the following dialog:

Print Item Labels

Printer		Labels		
Printer: <input type="text" value="Send To OneNote 2013"/>		PO Number	Item Number	Line Number
Layout		▶ PO2178 100XLG 3		
Layout: <input type="text" value="Putaway"/>		PO2176 100XLG 4		
User Data		PO2160 100XLG 2		
Field	Value	▶ PO2158 100XLG 3		
▶ User		PO2153 100XLG 2		
Note		PO2152 100XLG 2		
		PO2145 100XLG 3		
		PO2144 100XLG 2		
		PO2135 100XLG 1		
		PO2118 100XLG 3		
		PO2116 100XLG 1		

Preview

4. Select a printer, a report layout (which must be created in the Report Manager prior to using this feature) and any user data to be entered, and click **OK** to print your document.

Security

Print Putaway Report - Grants access to the Print Putaway Report module.