Delivery Order – Goods Delivery Process

This video will show users the process to create from Delivery Order – Goods Delivery Process

Navigate to Sales, Proforma Invoice, Open Approved Proforma.
Click Delivery Order Link.

STEP-BY-STEP:
1. Go to Sales menu
2. Double click to open an approved Proforma Invoice document view
3. Click on the Delivery Order link to view the Delivery Order in the Inventory module.
4. Click on Create Picking button. Click OK button in the creation dialog window.
5. Click Start Picking after verifying the picking lines.
6. Click Post Picking button to post the inventory for the outbound order.
7. Click on the Show Packing link to view the Packing document.
8. Click Confirm Packing when done editing.
9. Click Complete Packing to complete the packing process.
10. Click on Create Goods Delivery button. Click OK button in the creation dialog window.
11. Click Confirm Goods Delivery when done editing
12. Click Post To Accounts button to post the entries.
The stock status will be outbound in-transit for the warehouse, until the Sales Invoice for this order is posted.
13. Summary of the Delivery Order Goods Delivery process:
Proforma Invoice – Delivery Order – Picking – Packing – Goods Delivery