



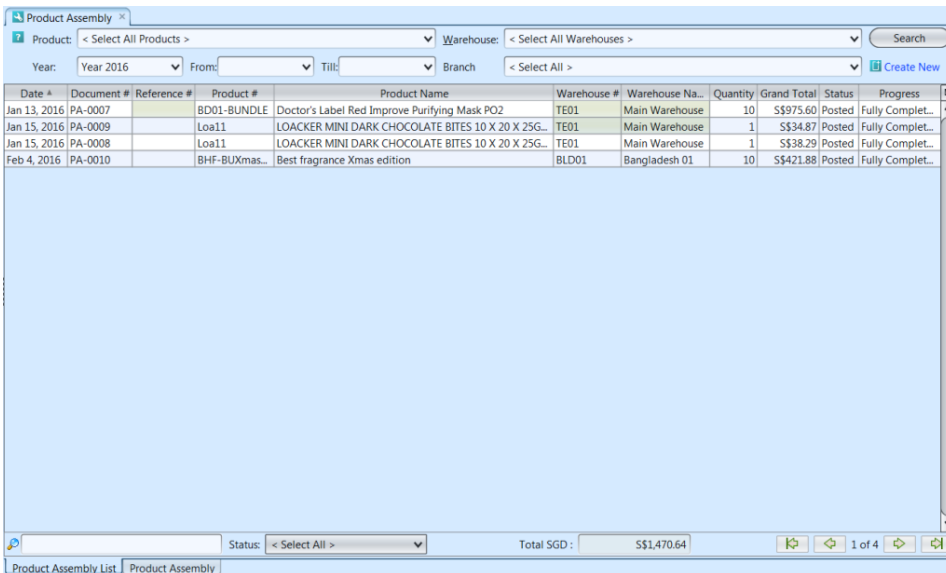


# Product Assembly

The Product Assembly view allows user to process assembling of products into another product at the warehouse. Below are available actions for the user from **“Product Assembly”** view:

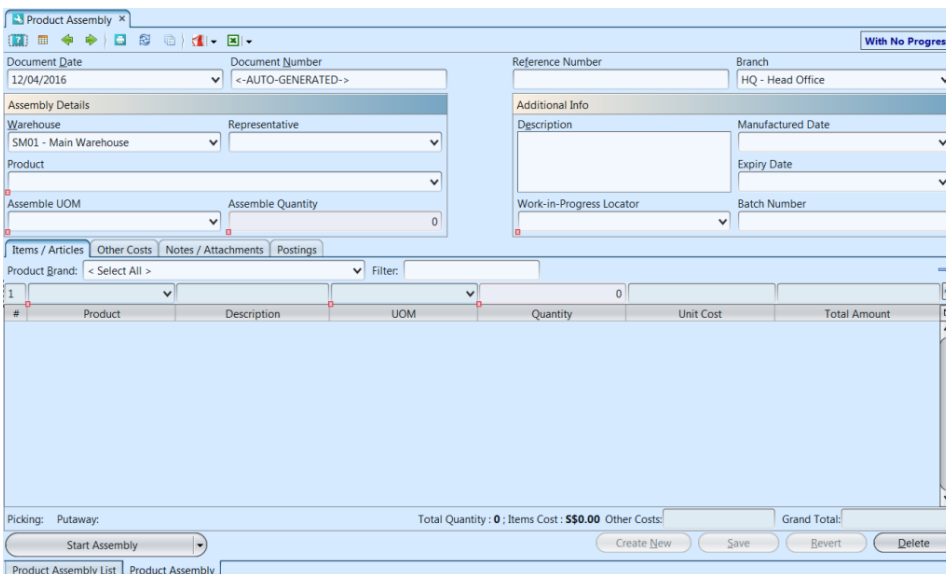
-  Start new product assembly
-  Update product assembly details
-  Delete product assembly
-  View and search for product assembly details



The screenshot shows the 'Product Assembly List' interface. At the top, there are filters for Product, Warehouse, Year (Year 2016), From, Till, and Branch. A 'Create New' button is visible. Below the filters is a table with columns: Date, Document #, Reference #, Product #, Product Name, Warehouse #, Warehouse Na..., Quantity, Grand Total, Status, and Progress. The table contains three rows of data.

Date	Document #	Reference #	Product #	Product Name	Warehouse #	Warehouse Na...	Quantity	Grand Total	Status	Progress
Jan 13, 2016	PA-0007		BD01-BUNDLE	Doctor's Label Red Improve Purifying Mask PO2	TE01	Main Warehouse	10	\$975.60	Posted	Fully Complet...
Jan 15, 2016	PA-0009		Loa11	LOACKER MINI DARK CHOCOLATE BITES 10 X 20 X 25G...	TE01	Main Warehouse	1	\$34.87	Posted	Fully Complet...
Jan 15, 2016	PA-0008		Loa11	LOACKER MINI DARK CHOCOLATE BITES 10 X 20 X 25G...	TE01	Main Warehouse	1	\$38.29	Posted	Fully Complet...
Feb 4, 2016	PA-0010		BHF-BUXmas...	Best fragrance Xmas edition	BLD01	Bangladesh 01	10	\$421.88	Posted	Fully Complet...

At the bottom of the table, there is a status filter set to '< Select All >', a total SGD of \$51,470.64, and a page indicator '1 of 4'.



The screenshot shows the 'Product Assembly' detail view. It includes a 'With No Progress' indicator. The form is divided into several sections: Document Date (12/04/2016), Document Number (<-AUTO-GENERATED->), Reference Number, and Branch (HQ - Head Office). There are sections for 'Assembly Details' (Warehouse: SM01 - Main Warehouse, Representative, Product, Assemble UOM, Assemble Quantity: 0) and 'Additional Info' (Description, Manufactured Date, Expiry Date, Work-in-Progress Locator, Batch Number). Below these is a table for 'Items / Articles' with columns: #, Product, Description, UOM, Quantity, Unit Cost, and Total Amount. The table is currently empty. At the bottom, there are buttons for 'Start Assembly', 'Create New', 'Save', 'Revert', and 'Delete', along with a 'Picking: Putaway:' field and a 'Grand Total:' field.

Product Assembly x

Document Date: 12/04/2016 | Document Number: <-AUTO-GENERATED-> | Reference Number: | Branch: HQ - Head Office

**Assembly Details**

Warehouse: SM01 - Main Warehouse | Representative: | Product: | Assemble UOM: | Assemble Quantity: 0

**Additional Info**

Description: | Manufactured Date: | Expiry Date: | Work-in-Progress Locator: | Batch Number:

Items / Articles | Other Costs | Notes / Attachments | Postings

**Other Costs Applicable**

#	Account	Currency	Description	Amount	Base Amount
1					

Picking: Putaway: | Total Quantity: 0 | Items Cost: \$50.00 | Other Costs: | Grand Total:

Start Assembly | Create New | Save | Revert | Delete

Product Assembly List | Product Assembly

Product Assembly x

Document Date: 12/04/2016 | Document Number: <-AUTO-GENERATED-> | Reference Number: | Branch: HQ - Head Office

**Assembly Details**

Warehouse: SM01 - Main Warehouse | Representative: | Product: | Assemble UOM: | Assemble Quantity: 0

**Additional Info**

Description: | Manufactured Date: | Expiry Date: | Work-in-Progress Locator: | Batch Number:

Items / Articles | Other Costs | Notes / Attachments | Postings

Title	File Size	By User	On Date

Title: | Description: | File Name: | Size: bytes [1]

Create New | Save | Revert | Delete

Picking: Putaway: | Total Quantity: 0 | Items Cost: \$50.00 | Other Costs: | Grand Total:

Start Assembly | Create New | Save | Revert | Delete

Product Assembly List | Product Assembly

Product Assembly x

Document Date: 12/04/2016 | Document Number: <-AUTO-GENERATED-> | Reference Number: | Branch: HQ - Head Office

**Assembly Details**

Warehouse: SM01 - Main Warehouse | Representative: | Product: | Assemble UOM: | Assemble Quantity: 0

**Additional Info**

Description: | Manufactured Date: | Expiry Date: | Work-in-Progress Locator: | Batch Number:

Items / Articles | Other Costs | Notes / Attachments | Postings

Journal: | Date: | Document #: | Reference #:

Account #	Account Name	Entity Type	Memo	Due Date	Debit	Credit	Base Amount

Picking: Putaway: | Total Quantity: 0 | Items Cost: \$50.00 | Other Costs: | Grand Total:

Start Assembly | Create New | Save | Revert | Delete

Product Assembly List | Product Assembly

Field Name	Explanation	Mandatory Information
Document Date	Creation date of the document	Y
Document Number	Document number of the product assembly	Y

Reference Number	Code for easy reference search of the document	N
Branch	Name of company's branch	Y
Warehouse	The warehouse of which to assemble product	Y
Representative	Name of staff assigned to do the product assembly	N
Product	Select an assembled product from the list	Y
Assemble UOM	Type of the assembled product	Y
Assemble Quantity	Quantity of the product to be assembled	Y
Description	Additional information in regard to the product assembly document	N
Work-in-Progress Locator	Locator of product assembly	Y
Batch Number	Batch Number for the assembled product	N
Manufactured Date	Manufactured Date of the assembled product	N
Expiry Date	Expiry Date of the assembled product	N
Items / Articles		
Product Brand	Select product brand(s) to filter products	N
Filter	Enter keyword(s) to filter / search for products	N
Product	Product code of the item to be assembled	Y
Description	Description of the item	Y
UOM	Type of the item (Unit of Measure)	Y
Quantity	Amount of item required for the product assembly	Y
Unit Cost	Cost per item	Y
Total Amount	Total value for the quantity of the item for the product assembly	Y
Other Costs		
Account	Select account to charge applicable cost	Y – if there is other cost
Currency	Currency of account	Y – if there is other cost
Description	Description of other costs	Y – if there is other cost
Amount	Amount of other costs in account's currency	Y – if there is other cost
Base Amount	Amount of other costs in company's base currency	Y – if there is other cost
Other Costs	Total of other costs for the product assembly document	Y
Grand Total	Total cost for all the items on the product assembly document	Y

## Start New Product Assembly:

1. Click on **“Create New”** at the top right of screen of **“Product Assembly List”** tab, it will open **“Product Assembly”** tab with empty form
2. Fill up product assembly's information on the top half of screen. User to enter batch information for product with FEFO (First Expiry, First Out) picking method

**Note:** Product assembly type requires user to tick **"Has Bill of Materials"** checkbox for the product in **"Inventory- (Masters) Products"** view and the product's parts defined under **"BOM"** tab. The product will then be available for product assembly's selection in the product assembly's **"Product"** drop-down list

Bom Item # ^	Bom Item Name	Stock Uom	Quantity	Description
Loa06	LOACKER MOCHA CHOCOLATE BAR 12 X 20 X 50GRAMS	Each	4	
Loa07	LOACKER DARK CHOCOLATE BAR 10 X 15 X 100GRAMS	Each	2	

3. Click **"Save"** button at the bottom right side of screen to save
4. Click on **"Other Costs"** tab at the middle of screen to add other applicable cost for the product assembly
5. Click on **"Notes / Attachments"** tab at the middle of screen to add notes or files attachment for the product assembly
6. Click on **"Save"** button at the bottom right of screen to save
7. Click on **"Start Assembly"** button at the bottom of screen to start the product assembly. A link to picking document will then show up above **"Complete Assembly"** button at bottom left of screen. Picking process must be completed before user can

complete the product assembly process. Click on the Picking link to process it and pick the required items

The screenshot shows the 'Product Assembly' window. At the top right, a red box highlights the text 'With No Progress'. The interface includes several input fields for document information, assembly details (Warehouse, Product, Assemble UOM, Assemble Quantity), and additional info (Description, Manufactured Date, Expiry Date, Work-in-Progress Locator, Batch Number). Below these fields is a table with columns for #, Product, Description, UOM, Quantity, Unit Cost, and Total Amount. The table contains three rows of data. At the bottom, there are buttons for 'Start Assembly', 'Create New', 'Save', 'Revert', and 'Delete'. A summary bar at the bottom shows 'Total Quantity : 60 ; Items Cost : \$518.55 Other Costs: Grand Total: \$518.55'.

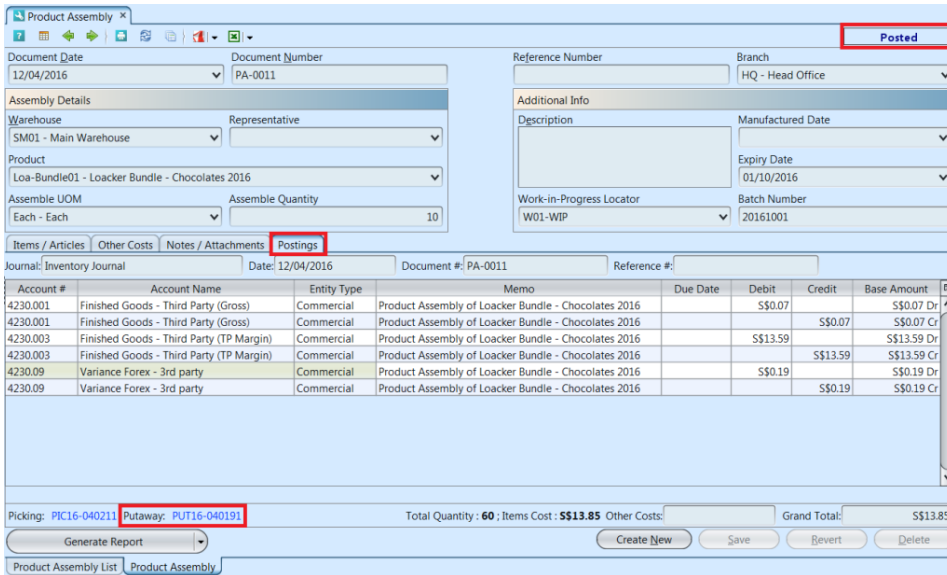
#	Product	Description	UOM	Quantity	Unit Cost	Total Amount
2	Loa06	LATE BAR 12 X 20 X 50GRAMS	Each - Each	40	\$0.335579	\$13.42
1	Loa07	LOACKER DARK CHOCOLATE ...	Each	20	\$0.256398	\$5.13
2	Loa06	LOACKER MOCHA CHOCOLA...	Each	40	\$0.335579	\$13.42

This close-up shows the 'Picking: PIC16-040211 Putaway: ---' text. Below it is a button labeled 'Complete Assembly' with a dropdown arrow. At the bottom, there are two tabs: 'Product Assembly List' and 'Product Assembly'.

8. Click on **“Complete Assembly”** button at the bottom of screen when the product assembly is completed to confirm the document

9. Click on **“Post Product Assembly”** button at the bottom of screen to post the product assembly to accounts. Journal entries for the product assembly will be automatically created under **“Posting”** tab for posted document. A link to putaway document will show up above **“Generate Report”** button at bottom left of screen. Click on the Putaway link to process it and to complete the Product Assembly process

This close-up shows the 'Picking: PIC16-040211 Putaway: ---' text. Below it is a button labeled 'Post Product Assembly' with a dropdown arrow. At the bottom, there are two tabs: 'Product Assembly List' and 'Product Assembly'.

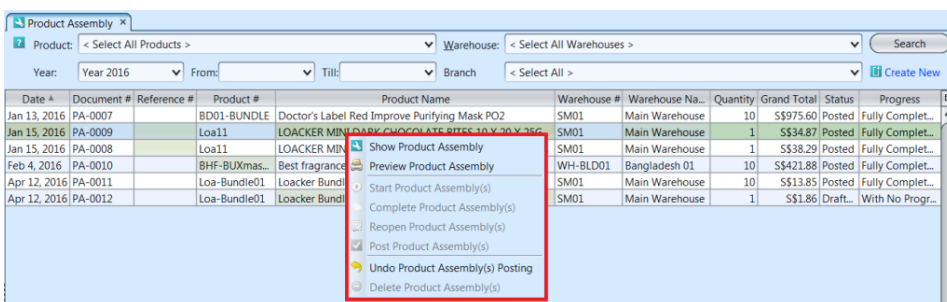


## Update Product Assembly Details:

1. Click on **"Product Assembly List"** tab at the bottom of screen
2. Double click on product assembly to be updated, it will bring up the details on **"Product Assembly"** tab for the selected assembly. If a product assembly's status is **"Partially Completed"** or **"Fully Completed"**, right click on the order and reopen / undo posting of the document first.

Alternatively user can reopen / undo posting of the document from the list view. Right-click on the document to show options available for the selected document.

**Note:** Picking and / or Putaway process for the product assembly document need to be reversed first before user able to modify the document



3. Make change(s) on the product assembly information

4. Click on **“Save”** button at the bottom right of screen to save

5. Click on **“Revert”** button at the bottom right of screen or refresh icon at the top of the screen to roll back the changes

6. Click on **“Start Assembly”** button at the bottom of screen to start the product assembly. A link to picking document will show up above

**“Complete Assembly”** button at bottom left of screen. Picking process must be completed before user can complete the product assembly process. Click on the Picking link to process it and pick the required items

7. Click on **“Complete Assembly”** button at the bottom of screen when the product assembly is completed to confirm the document

8. Click on **“Post Product Assembly”** button at the bottom of screen to post the product assembly to accounts. Journal entries for the product assembly will be automatically created under **“Posting”** tab. A link to Putaway document will show up above **“Generate Report”** button at bottom left of screen. Click on the Putaway link to process it and to complete the Product Assembly process

## Delete Product Assembly:

1. Click on **“Product Assembly List”** tab at the bottom of screen

2. Double click on product assembly to be deleted, it will bring up the details on **“Product Assembly”** tab for the selected document. If a product assembly's status is **“Partially Completed”** or **“Fully Completed”**, right click on the order and reopen / undo posting of the document first.

Alternatively user can reopen / undo posting of the document from the list view. Right-click on the document to show options available for the selected

document.

**Note:** Picking and / or Putaway process for the product assembly document need to be reversed first before user able to delete the document

3. Click on **“Delete”** button at the bottom right side of screen

4. Click on **“Yes”** button on the pop-up window to confirm product assembly deletion

## View and Search for Product Assembly Details:

1. Click on **“Product Assembly List”** tab at the bottom of screen

2. Enter search parameter to filter the result, i.e. type in which warehouse to search for in the **“Warehouse”** text field box or select from drop-down list

The screenshot shows a software interface for viewing product assembly details. At the top, there are search filters for Product, Warehouse, Year, From, Title, and Branch. A 'Search' button is located to the right of these filters. Below the filters is a table with the following columns: Date, Document #, Reference #, Product #, Product Name, Warehouse #, Warehouse Na..., Quantity, Grand Total, Status, and Progress. The table contains several rows of data, including entries for 'Doctor's Label Red Improve Purifying Mask PO2', 'LOACKER MINI DARK CHOCOLATE BITES 10 X 20 X 25G...', and 'Best fragrance Xmas edition'. At the bottom of the interface, there is a 'Search Engine' button and a 'Status' dropdown menu. The total SGD is displayed as S\$1,484.49.

Date	Document #	Reference #	Product #	Product Name	Warehouse #	Warehouse Na...	Quantity	Grand Total	Status	Progress
Jan 13, 2016	PA-0007		BD01-BUNDLE	Doctor's Label Red Improve Purifying Mask PO2	SM01	Main Warehouse	10	S\$975.60	Posted	Fully Complet...
Jan 15, 2016	PA-0009		Loa11	LOACKER MINI DARK CHOCOLATE BITES 10 X 20 X 25G...	SM01	Main Warehouse	1	S\$34.87	Posted	Fully Complet...
Jan 15, 2016	PA-0008		Loa11	LOACKER MINI DARK CHOCOLATE BITES 10 X 20 X 25G...	SM01	Main Warehouse	1	S\$38.29	Posted	Fully Complet...
Feb 4, 2016	PA-0010		BHF-BUXmas...	Best fragrance Xmas edition	WH-BLD01	Bangladesh 01	10	S\$421.88	Posted	Fully Complet...
Apr 12, 2016	PA-0011		Loa-Bundle01	Loacker Bundle - Chocolates 2016	SM01	Main Warehouse	10	S\$13.85	Posted	Fully Complet...
Apr 12, 2016	PA-0012		Loa-Bundle01	Loacker Bundle - Chocolates 2016	SM01	Main Warehouse	1	S\$1.86	Draft...	With No Progr...

3. Result can be sorted alphabetically by clicking the fields' columns

4. Double click on product assembly to view full details of the document, it will bring up the details



on ***“Product Assembly”*** tab for the selected document

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