

Highlights: Distribution

SYSPRO 8

Reference Guide

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Distribution

The following provides a summary of the newly-developed features and functionality available in **SYSPRO 8**.



Anticipating marketplace disruptors, SYSPRO ensures governance and improved business efficiencies.

Ongoing improvement and continuous innovation provides industry-built capabilities that evolve with your needs.

2020-R2

New business objects

Inventory Stock Take Tickets

This business object generates stock take tickets for items you are counting within a warehouse and prints the report using the **Stock Take Tickets** program.

Sales Order Label Print

This business object generates and prints up to 9999 labels for every selected sales order or dispatch note using the **SO Label Print** program.

Inventory Label Print

This business object generates and prints up to 9999 labels for every selected stock code using the **Inventory Label Print** program.

Intrastat Triangulation

Intrastat Triangulation occurs when three EU states are involved in a transaction, where one orders goods from a second while goods are sourced from a third.

- The state receiving goods records an Intrastat arrival.
- The state dispatching goods records an Intrastat dispatch (declaring the ordering state as a recipient).
- The intermediary or agent state records nothing for Intrastat purposes.

When a requisition, purchase order or sales order is created, the triangulation role of agent, supplier or customer is selected, as well as the dispatch and destination states. These details are specified at order line level for stocked and non-stocked goods. The triangulation information is recorded on the dispatch note and when receipting into stock from inspection.

You can view and change tariffs on the Intrastat triangulation transactions using the **Maintain Intrastat Dispatches** and **Maintain Intrastat Arrivals** programs. Intrastat transaction values are recorded in the **EC Triangulation Transactions - Dispatch** and **EC Triangulation Transactions - Arrivals** reports.

Point of Sale

Crediting Kit Receipts

SYSPRO Point of Sale capabilities have been extended so that customers can now process credits against all kit type items directly in **SYSPRO Point of Sale** (previously this would have to be performed manually in the core SYSPRO product).

Kit types can now be credited either from the original invoice, or manually in the **Credit Note** program (available from the **Store** menu) or **Manage Credit Notes** program (available from the **Store Management** menu).

Requirements:

- Default bins must be defined in SYSPRO for parent and component lines for the warehouse.
- The `ShowKitComponentLines` element in the `SystemConfig.xml` file must be enabled (i.e. its value must be defined as `true`).

Limitations:

- This doesn't apply to the **Point of Sale**, **Manage Quotes** and **Exchanges** programs (available from the **Store** menu).
- Lot, bin and serialized items in kits are not supported. Therefore, this does not apply if the **MULTIPLE BINS** option is enabled.
- Kit type **F** is not supported, so you cannot enable the **Ship from default bin** option in **SYSPRO Point of Sale**.



Kit optional components are always added in ***SYSPRO Point of Sale***.

Template Design with SYSPRO Reporting Services

The print template design process in ***SYSPRO Point of Sale*** has been simplified to use ***SYSPRO Reporting Services*** to support custom documents. This replaces the previous printing designer (**Stimulsoft**).

Petty Cash Transaction Governance

SYSPRO Point of Sale lets you monitor, control and report on all petty cash transactions to improve governance at branch level.

Petty Cash Query

The new **Petty Cash Query** program (accessible from the **Query** menu) lets you query, review and reprint petty cash transactions. You can search petty cash transactions by branch, document number, or date range.

Petty Cash Transactions

The existing **Petty Cash** transaction screen improves traceability for petty cash transactions by including petty cash document numbers for all petty cash transaction types.

Petty Cash Report

The existing **Petty Cash Report** caters for petty cash document numbers, as well as a reprint capability.

To enable the printing of the new receipt numbers, you need to update the petty cash template with the latest default template or dictionary and add the field onto the existing report.

Branch Settings

New options were added to the **Petty Cash** tab of the **Branch Settings** program that let you define transaction limits for petty cash expenditure and receipts, as well as configure whether supervisor authorization is required when limits are exceeded. The options are disabled by default:

- Enforce Petty Cash Expenditure
- Petty Cash Expenditure Limit
- Enforce Petty Cash Receipt Limit
- Petty Cash Receipt Limit

SCT Access Control

The existing access control within ***SYSPRO Point of Sale*** lets administrators more closely control various aspects of supply chain transfer functionality to improve governance at store level.

The following functions within the **Manage SCT's** program can now be controlled at Branch, Role, User and Device level:

- Add Item
- Edit Item
- Add Other
- Delete Item
- Allocate B/O
- Release B/O
- Invoice SCT
- Cancel SCT
- Update Header

Access Control

The new **Access Control** program (available from the **Setup** menu) serves as the interface for all newly added or existing access control items that have been enhanced. It lets administrators define the following types of visibility and/or functionality where relevant:

■ Visibility

These options let administrators define what functions (i.e. controls) are visible to operators, by selecting one of the following permission levels:

- Collapsed: The function is hidden from the operator.
- Visible: The function is visible to the operator.
- Inherit: The system must check higher up in the access control hierarchy to determine the function's visibility.



All current controls default to `Visible`, but any new controls added in future will default to `Collapsed`.

■ Functionality

These options let administrators define the functionality available to operators, by selecting one of the following permission types:

- Deny: The function is disabled.
- Allow: The function is enabled and requires no supervisor authorization to proceed.
- Allow (Auth req): The function is enabled but requires supervisor authorization to proceed.
- Inherit: The system must check higher up in the access control hierarchy to determine

the function's accessibility.



All current controls default to `Allow`, but any new controls added in future will default to `Deny`.

Increased stock & bin visibility when adding orders and quotes

The following programs in **SYSPRO Point of Sale** have been enhanced to assist operators to quickly identify stock availability and bin locations when adding a sales order or quote:

- **Manage Orders** (available from the **Store Management** menu)
- **Point of Sale** (available from the **Store** menu)
- **Manage Quotes** (available from the **Store** menu)
- **Exchanges** (available from the **Store** menu)

Administrators can now define an operator's visibility access (within the **Access Control** program) for the following display fields when adding sales orders or quotes:

- Quantity on hand
- Default bin



The **Visibility** permission for these functions defaults to `Collapsed`.

This increased visibility provides operators with vital information when they need it.



If you installed hotfix KB8050234 in the **SYSPRO 8 2020 R1** release (which let you view these fields by defining the `<QtyOnHandAndDefaultBinIsVisible>` setting in the `SystemConfig.xml` file) then you will need to reconfigure the access to these fields using the new **Access Control** program.

Return Merchandise

Sales order discounts on RMAs

You can now automatically apply the discounts given on the original sales order when processing an exchange or cross shipment of an RMA.

When adding RMA cross shipment details, the discounts from the original invoice are displayed by default at header or line level, as per the original sales order. If the RMA is not linked to an invoice, the discounts set up against the customer are displayed by default. These can then be accepted or updated when generating the sales order for replacement goods.

When an item was returned, and the sales order is created for the replacement goods, the discounts from the original invoice are applied to sales order by default. The discounts can then be accepted or changed.

Securing transactions

New eSignatures can be applied to RMA transactions to improve governance and control, enabling a workflow for managing and securing the RMA process:

- Add RMA
- Change RMA
- Add RMA Line
- Change RMA Line
- Receipt RMA Line
- Credit RMA Line

Security access can be controlled by:

- Denying access to a function
- Password entry
- Transaction logging
- Event triggering (e.g. email notifications)

2020-R1

Request for Quote System

The **Request for Quote System** feature has been enhanced:

- Improvements to the governance of the RFQ process ensures that an RFQ can be sent directly to suppliers using the **SYSPRO Supply Chain Portal**. Once you end the RFQ, you can email it to suppliers, inviting them to submit a quote via the portal.
- You can use the **Send Email** program to configure the RFQ invitation email template that is sent to suppliers.

User interface changes

- The **Expiry date** wording was changed to **Closing date**. The supplier can submit a quote on or before the closing date of the RFQ and a quote can only be accepted after the closing date.
- The supplier cannot change the pricing unit of measure (i.e. the supplier must quote in the unit of measure provided).
- Only requisitions of type **Normal** can be accepted for RFQs using the **Requisition Entry** program.

The **Accept for RFQ** tool is disabled if the requisition type is **Issue** or **Transfer**, as these are used for stock and/or warehouse management.

SYSPRO Supply Chain Portal improvements

SYSPRO's portal architecture now caters for dedicated **PORTAL SUPPLIER** and **PORTAL CUSTOMER** fields against each operator.

Previously, when a portal user logged into the **SYSPRO Supply Chain Portal**, the system used the **DEFAULT SUPPLIER** code entered in the **E.net** pane of the **Operator Maintenance** program as the supplier code.

The new **PORTAL USER** fields are maintainable within the **Options** pane of the **Operator Maintenance** program.



The **PORTAL CUSTOMER** field is currently not in use and will only become relevant with a later release of SYSPRO.



If you configured RFQ portal users prior to this change, the supplier codes are seamlessly migrated as part of the upgrade to the **SYSPRO 8 2020 R1** release. No additional configuration is required.

Quick Quotes

The **Quick Quotes** functionality has been enhanced to allow you to add the quick quote number field to the **Quick Sales Order Entry** program. This lets you search for quick quotes, as well as view the quick quote number on various sales order and printing programs once the quote has been converted.

The quote reference number is auto-generated according to the defined **QUICK QUOTES** setup options (*Setup Options > Keys > Distribution - Sales Management*).

Affected Programs

- SO Quotes
- Document Print
- Sales Order Entry
- Sales Order Query
- AR Branch Maintenance
- SO Document Formats



The **Quick quote number** field is hidden by default. You can reinstate it using the **Field Selector** option from the context-sensitive menu (displayed by right-clicking any field in the pane). Simply select the field from the **Sales Order Quote Header** and drag it onto the pane.

Order Picking - L&F Account

The **Order Picking** feature has been extended to let you configure how you want to account for stock shortages in the warehouse. Stock shortfalls can be processed as stock adjustments using inventory journals, or missing stock can be transferred to a separate lost and found warehouse. When using a lost and found warehouse, you can offset shortages when stock is found during stock takes or cycle counts.

A sales order and order line that is in status **R - RELEASED TO PICKING** or **P - IN PICKING** can't be invoiced, as the picking cycle hasn't been completed. Once picking is completed, the sales order status returns to **1 - OPEN ORDER LINE** for invoicing.

Affected Programs

- Warehouse Maintenance

The **ACCOUNTING FOR SHORTAGES** option lets you select whether you want to process stock shortfalls as an adjustment against the warehouse or place the missing stock items in a separate warehouse.

- Sales Order Entry

When stock can't be picked because of shortages, the quantity on the sales order is not adjusted, as the stock quantity is placed in back order.

- Pick Maintenance
- Pick Review
- Lost and Found Warehouse Review

This program lets you view and manage the stock items placed in a lost-and-found warehouse during order picking and cycle counting.

Cycle Counting - L&F Account

The **Cycle Count** feature has been extended to let you manage stock surpluses discovered during cycle counting. You can also capture cycle count information from within the **Browse on Cycle Counts** program.

Affected Programs

- Cycle Count Review and Confirm

You can review and transfer surplus stock by selecting the **Review** link in the **Lost and Found warehouse/Increasing** column. The selected stock will be transferred from the lost and found warehouse to the bin that was counted during cycle counting using the **Lost and Found Warehouse Review** program.

The Review link is only displayed if *surplus* stock was captured for the cycle count.
- Browse on Cycle Counts

You can capture counted quantities by selecting the **Action** link at the **Functions** column and choosing **Capture a cycle count**. The **Cycle Count Capture** program is displayed.
- Inventory Lost and Found Warehouse Query

This new business object lets you view all items in the lost and found warehouse.

GIT Amendment Journals

This enhancement lets you view goods in transit information.

When the **GOODS IN TRANSIT AMENDMENT JOURNAL** setup option is enabled, amendment journals are created when GIT detail records are added or updated (*Setup Options > Preferences > Distribution > Inventory*). This occurs in a variety circumstances (e.g. processing a transfer in, creating or printing a transfer out, updating a transfer due date, etc).

The **GTR Detail Amendment Journals** program displays a list of amendment journals and the corresponding before and after values.

Business objects for consolidating dispatch notes

A new **SO Dispatch Note Consolidation** business object lets you consolidate dispatch notes for invoicing.

You can use this business object to merge printed dispatch notes into a single invoice. You can consolidate dispatch notes that are either linked to a specific sales order or to a specific customer.

Once consolidated, the dispatch note status is updated to status **8 - CONSOLIDATED FOR INVOICING**.

Business objects for kit component lines

Business objects for credit note and sales order lines of a kit component can now be maintained.

The **SO Credit Note Change Kit Component Lns** business object lets you maintain credit note lines of a kit component, while the **SO Sales Order Change Kit Component Lns** business object lets you maintain sales order lines of a kit component.

Both business objects maintain the following:

Components of a kit type **K**:

- The price, price code and discount on optional and mandatory components.
- The quantity on optional components.
- The description on optional and mandatory components.
- The product class on optional and mandatory components.

Components of a kit type **S**:

- The quantity on optional components.
- The description on optional and mandatory components.
- The product class on optional and mandatory components.

2019-R2

Dispatch Note business objects

SO Change Dispatch Status

This new business object lets you change the status of dispatch notes.

Current status	Can be changed to:
Entered	<ul style="list-style-type: none"> ■ Suspense ■ Hold
Dispatch note printed	<ul style="list-style-type: none"> ■ Released to invoice ■ Suspense ■ Hold
Released to invoice	<ul style="list-style-type: none"> ■ Suspense ■ Hold
Suspense	<ul style="list-style-type: none"> ■ The last status of the dispatch note before it was put in suspense.
Hold	<ul style="list-style-type: none"> ■ The last status of the dispatch note before it was put on hold.

SO Consolidate Dispatch Invoice Calculation

This new business object lets you post invoices against consolidated dispatch notes.

The **Dispatch Note Consolidation** program creates the consolidation records against the invoice. When the invoice is posted, all required transactions and calculations are processed and saved to the SYSPRO database.

A copy of the invoice information is stored and can be printed/reprinted using the **SO Consolidated Dispatch Inv Doc Query** business object or the **Document Print** program.

SO Dispatch Note Maintenance

This new business object lets you reduce the dispatch quantity for a stocked or non-stocked sales order line.

When the dispatch quantity is reduced, the back order quantity against the sales order line is automatically increased.

Allocations for traceable or serialized stock items must be de-allocated in the stocking unit of measure. Stock allocations against the dispatch line can be reduced or deleted, but can't be changed to a different lot, bin or serial.

Request for Quote System

The **Request for Quote System** feature forms part of the procurement process and extends collaboration to your suppliers by automating the quote process and servicing of the RFQ by the supplier.

Suppliers are invited to bid or quote for stocked and non-stocked products. Once the potential supplier's quotation is received, it is either accepted (a purchase order can be created and submitted to the supplier) or rejected.

This feature is designed to be used with the **SYSPRO Supply Chain Portal**, which allows suppliers to submit their quotations online.

Return to Supplier

The **Return to Supplier** feature facilitates the return of goods or services to suppliers as a result of defects or other reasons for dissatisfaction.

It simplifies the process of returns and provides an efficient method of controlling items leaving site for returns or repairs. This ensures visibility and tracking of the item until the process is concluded.

Benefits:

- **Enables Quality Management**
Enables quality management of raw materials or finished goods by facilitating seamless returns to suppliers when defects are identified.
- **Streamlines Workflows and Business Processes**
Provides complete visibility of returned inventory throughout the returns process and improves the associated record keeping or document management. It provides the ability to return defective goods immediately - isolating and removing them from any process.
- **Helps Manage Inventory**
Ensures that items to be returned to the supplier are removed from the available stock and held in a review area while the terms for return are negotiated. Non-stocked items can be added on-the-fly during the review process.
- **Facilitates Financial Control**
Tracks variances between cost of item and credit received. Allows for the creation of a GRN which can be matched against a supplier's credit note, and a purchase order for expected replacement items.

SYSPRO Supply Chain Portal

The **SYSPRO Supply Chain Portal** allows users beyond a SYSPRO site to connect, interact and transact using the **SYSPRO Avanti** HTML5 user interface.

Adding Portal users to your SYSPRO configuration provides external user access to specific functionality (using a dedicated user interface and menu system) based on the portal features available.

Features currently available from the **SYSPRO Supply Chain Portal**:

- Request for Quote System:
This lets you collaborate with your suppliers by automating the quote process and enabling suppliers to action an RFQ.

Cycle Count

The **Cycle Count** feature lets you perform partial stock counts at specific intervals without disrupting daily operations.

This feature is designed to be used with the **SYSPRO Scheduler** to allow for the planning and scheduling of specific cycle-counts for particular areas in the warehouse.

The *Benefits*:

- Increased stock accuracy by continuously assessing your inventory.
- Limit the amount of disruption in your warehouse by shortening the time between your counting processes.
- Fewer stock write-offs by reducing inventory variances.
- Ongoing insight into inventory accuracy, resulting in better governance and timely adjustments.
- Convenient scheduling ahead of time.

2019-R1

Order Picking

The **Order Picking** feature provides picking routines to improve order book fulfillment and the management of the pick processes.

It is an extension of the multi-bin functionality that is currently available in SYSPRO.

Benefits:

- Better stock visibility by tracking items and locations.
- Improved fulfillment times for sales functions.
- Picking tailored to suit your business based on your requirements for batch, wave, or order picks.
- Standardized receiving, put-away, and picking processes.
- Batch transactions based on locality for improved efficiency of location visits.
- Reduced cycle times for larger orders using coordinated team picking.
- Work-to-lists provide clear visibility into resource demands by discipline, locality and date/-time-based requirements.

Purchase Order Bulk Emailing

The new Purchase Order Bulk Email functionality lets you email multiple purchase orders to corresponding suppliers in a single process.

Benefits:

- Improved purchasing efficiencies
- Quicker processing time

Custom Forms for Warehouse Inventory Control

The **Warehouse Maintenance** program lets you add and save custom forms for a warehouse.

2018-R1

Preferred Supplier

The **Preferred Supplier** feature lets you configure and manage sourcing policies for your stock codes.

A sourcing policy determines who is the preferred supplier of a stock item and helps a company stay competitive by ensuring that purchasing agreements and policies are upheld when creating requisitions and purchase orders.

A purchasing strategy benefits buyers and suppliers - suppliers have guaranteed sales, while buyers can negotiate favorable terms.

Benefits:

- Improved value-to-price relationship (i.e. achieve cost reductions while maintaining or improving quality and service).
- Understanding of category buying and management processes to identify improvement opportunities.
- Examination of supplier relationships across the entire organization.
- Leveraging the entire spend of the organization.
- Developing and implementing multi-year contracts with standardized terms and conditions across the organization.
- Sharing best practices across the organization.

Bin to Serial Linkage

The **Bin to Serial Linkage** feature lets you accurately determine where (from a bins perspective) serialized items reside in a warehouse.

This provides efficient traceability of stock serial tracking across warehousing functions. You can now find and use serials in a more timely manner, as any stock movement can be traced at bin level for serialized stock codes. You can also view the specific bin location of the serial when receipting, issuing or selling serialized items.

Benefits:

- Improve Traceability:
An improved method of tracking serials linked to bins provides for better visibility into serialized stock items in specific warehouses.

Bulk sales order release

The **Sales Order Release** function lets you release large quantities of sales orders from suspense.



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