

Recorded Dates

SYSPRO 8

Reference Guide

Published: March 2020



CONTENTS

Recorded Dates

Exploring	1
Starting	2
Solving	3
Using	4

Recorded Dates

Exploring

Where it fits in?

The **Recorded Dates** feature lets you better manage the life-cycle of your products by enabling you to record several industry-specific dates against items.

The dates are captured and saved against specific lots, allowing you to manage the shelf life and expiration dates of your products. Dates include: use by date, sell by date, internal expiry date, manufacturing date, dispatch date and best before date.

Navigation

The programs related to this feature are accessed from the **Program List** pane of the SYSPRO menu:

- *Program List > Lot Traceability*
- *Program List > Inventory*
- *Program List > Purchase Orders*
- *Program List > Work in Progress*

Starting

Prerequisites

To use this feature, the following module(s) must be installed according to the terms of your software license agreement:

- Lot Traceability

Security

You can secure this feature by implementing a range of controls against the affected programs. Although not all these controls are applicable to each feature, they include the following:

- You can restrict operator access to *activities* within a program (configured using the **Operator Maintenance** program).
- You can restrict operator access to the *fields* within a program (configured using the **Operator Maintenance** program).
- You can restrict operator access to *functions* within a program using passwords (configured using the **Password Definition** program). When defined, the password must be entered before you can access the function.
- You can restrict access to the eSignature *transactions* within a program at operator, group, role or company level (configured using the **eSignature Setup** program). Electronic Signatures provide security access, transaction logging and event triggering that gives you greater control over your system changes.
- You can restrict operator access to *programs* by assigning them to groups and applying access control against the group (configured using the **Operator Groups** program).
- You can restrict operator access to *programs* by assigning them to roles and applying access control against the role (configured using the **Role Management** program).

Restrictions and Limits

- This facility only applies to lot traceable items.

Solving

FAQs

Where do I capture expiry, sell-by and manufacturing dates?

You can use the following programs to capture these dates:

- Inventory Movements
- Job Receipts
- Shipment Receipt
- Purchase Order Receipts
- Purchase Order Inspection
- Bins, Lots & Serial capture



In order to use the **Bins, Lots & Serial capture** program to capture these dates, the **ASSOCIATE SERIALS BY BIN** setup option must be enabled.

Where do I view expiry, sell-by and manufacturing dates?

You can view these dates in the following programs:

- Traceability Query
- Lot Number Maintenance
- Bins, Lots & Serial capture
- Job Receipts
- WIP Inspection
- WIP Inspection Document Print

Why can't I use the Bins, Lots & Serial capture program to capture recorded dates?

You can only use the **Bins, Lots & Serial capture** program to capture recorded dates if the following configurations are in place:

- The **ASSOCIATE SERIALS BY BIN** setup option is enabled (*Setup Options > Configuration > Distribution > Inventory*).
- The **NUMBERING METHOD** for **LOTS** is defined as **Manual** (*Setup Options > Keys > Distribution - Inventory*).
- The **CAPTURE LOTS AT END OF WIP INSPECTION** setup option is enabled (*Setup Options > Configuration > Manufacturing > Work in Progress*).

Using

Affected Programs

The following indicates areas in the product that may be affected by implementing this feature:



These fields are mostly not displayed by default. Select the **Show Captions** option from the context-sensitive menu to add the fields to the form.

Lot Maintenance

The following date fields were added to the **Lot information** section of the program:

- Use by date
- Sell by date
- Internal expiry date
- Manufacturing date
- Dispatch date
- Best before date

Bins, Lots & Serial capture

The following date fields were added to the **Dates** section of the program:

- Use by date
- Sell by date
- Internal expiry date
- Manufacturing date
- Dispatch date
- Best before date

Purchase Order Receipts

The following date fields were added to the **Lot details** section of the **Purchase Order Receipt** pane (displayed when selecting the **Receipt Line** or **Receipt Order** options from the toolbar).

The following date fields were added to the **Lot details** section of the **Purchase Order Receipt** pane (displayed when selecting the **Receipt Line** or **Receipt Order** options from the toolbar), as well as the **Receipt into Inspection** and **Apportion Quantity** panes.

- Use by date
- Sell by date
- Internal expiry date
- Manufacturing date
- Dispatch date
- Best before date

Inventory Movements

The following date fields were added to the **Transaction details** section of the **Receipts** pane of the program:

- Use by date
- Sell by date
- Internal expiry date
- Manufacturing date
- Dispatch date
- Best before date

Traceability Query

The following date fields were added to the **Lot Numbers** pane of the program:

- Use by date
- Sell by date
- Internal expiry date
- Manufacturing date
- Dispatch date
- Best before date

Job Receipts

The following date fields were added to the **Job details** pane of the program:

- Use by date
- Sell by date
- Internal expiry date
- Manufacturing date
- Dispatch date
- Best before date

Shipment Receipt

The following date fields were added to the **Shipment Receipt** window (displayed when you select **Post** on the **Posting Details** pane).

The following date fields were added to the **Shipment Receipt** window (displayed when you select **Post** on the **Posting Details** pane) and to the **Receipt into Inspection** pane.

- Use by date
- Sell by date
- Internal expiry date
- Manufacturing date
- Dispatch date
- Best before date

Bins, Lots & Serial Allocation

The following date fields were added to the **Allocation Capture Details** window (displayed when you select the **Post** option from the toolbar):

- Use by date
- Sell by date
- Internal expiry date
- Manufacturing date
- Dispatch date
- Best before date

Purchase Order Inspection

The following date fields were added to the **Inspection Details** and the **Receipt into Stock** panes.

- Use by date
- Sell by date
- Internal expiry date
- Manufacturing date
- Dispatch date
- Best before date



The **Lot Expiry Date** icon has been removed from the toolbar, as you can enter the expiry date on the **Inspection Details** pane.

WIP Inspection

Additional dates for lots are only displayed if they were captured when received into inspection.

WIP Inspection Document Print

Additional lot dates are printed on the WIP inspection documents.

Lot Maintenance

The following date elements were added to the business object:

- UseByDate
- SellByDate
- InternalExpiryDate
- ManufactureDate
- DispatchDate
- BestBeforeDate

PO Purchase Order Receipts

The following date elements were added to the business object:

- UseByDate
- SellByDate
- InternalExpiryDate
- ManufactureDate
- DispatchDate
- BestBeforeDate

PO Landed Cost Receipts

The following date elements were added to the business object:

- UseByDate
- SellByDate
- InternalExpiryDate
- ManufactureDate
- DispatchDate
- BestBeforeDate

Job Receipts

The following date elements were added to the business object:

- UseByDate
- SellByDate
- InternalExpiryDate

- ManufactureDate
- DispatchDate
- BestBeforeDate

Inventory Movements (Receipts)

The following date elements were added to the business object:

- UseByDate
- SellByDate
- InternalExpiryDate
- ManufactureDate
- DispatchDate
- BestBeforeDate

Lot Traceability Query

The following date elements were added to the business object:

- UseByDate
- SellByDate
- InternalExpiryDate
- ManufactureDate
- DispatchDate
- BestBeforeDate

WIP Inspection Accept into Stock

The following date elements were added to the business object:

- UseByDate
- SellByDate
- InternalExpiryDate
- ManufactureDate
- DispatchDate
- BestBeforeDate



Additional lot dates entered in the XML are only taken into consideration if the **CAPTURE LOTS AT END OF WIP INSPECTION** setup option is enabled (*Setup Options > Configuration > Manufacturing > Work in Progress*).

Factory Documentation Format

The following date elements were added to the business object:

- UseByDate
- SellByDate
- InternalExpiryDate



- ManufactureDate
- DispatchDate
- BestBeforeDate



www.syspro.com

Copyright © Syspro. All rights reserved.
All brand and product names are trademarks or
registered trademarks of their respective holders.

