

# Advanced Landed Cost For Sage 100 ERP 2013

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## **Installation Instructions and Cautions**

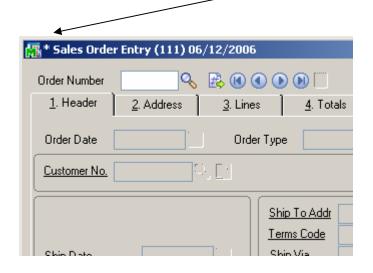
**PLEASE NOTE:** SAGE 100 ERP must already be installed on your system before installing any IIG enhancement. If not already done, perform your SAGE 100 ERP installation and setup now; then allow any updating to be accomplished automatically.

Once SAGE 100 ERP installation and file updating is complete, you may install your IIG enhancement product by following the procedure below.

## Wait! Before You Install - Do You Use CUSTOM OFFICE?

THIS IS AN IMPORTANT CAUTION: If you have Custom Office installed, and if you have modified any SAGE 100 ERP screens, you must run Customizer Update after you do an enhancement installation.

But wait! BEFORE you run Customizer Update, it is very important that you print all of your tab lists. Running Customizer Update will clear all Tab settings; your printed tab list will help you to reset your Tabs in Customizer Update. Custom Office is installed on your system if there is an asterisk in the title bar of some of the screens. The asterisk indicates that the screen has been changed.



An *asterisk* in a window's title bar indicates that the screen has been modified. This means that **Custom Office** is installed.

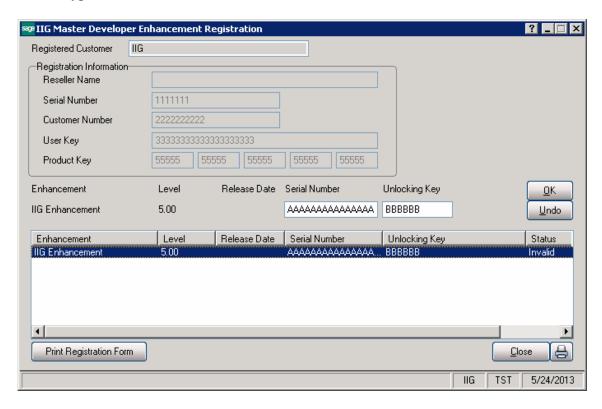
Follow all the instructions on this page before you run Customizer Update!

## Registering IIG products

IIG Enhancement should be registered to be able to use it. If registration is not performed, the enhancement will work in a demo mode for a limited time period. The registration can be still done during the demo period.

Select the **IIG Product Registration** program under the **Library Master Setup** menu of the SAGE 100 ERP.

If this option is not listed under the Library Master Setup menu, go to the main menu, and select **Run** from the **File** menu. Type in SVIIGR and click **OK**.



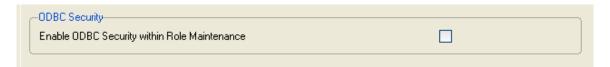
Enter **Serial Number** and **Unlocking Key** provided by IIG, and click **OK**.

If multiple IIG Enhancements are installed, Serial Numbers and Unlocking Keys should be entered for each enhancement.

Use the **Print Registration Form** button to print IIG Registration Form.

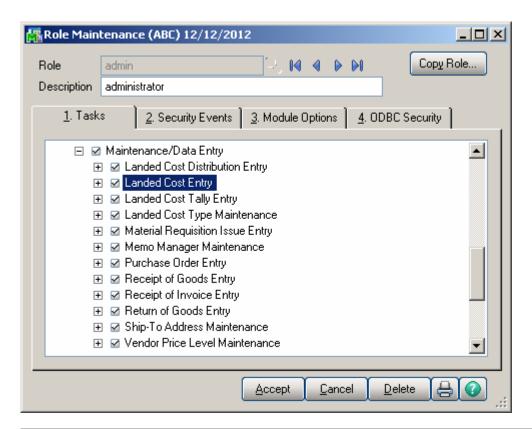
## **ODBC Security**

After installing an **IIG Enhancement**; it is **very important to verify** whether or not the **Enable ODBC Security within Role Maintenance** check box is selected in the **System Configuration** window of your system. If it is selected you must assign ODBC security permissions and allow access to custom data tables/fields for the Roles defined in your system.



## **Role Maintenance**

After installing an **IIG Enhancement**, permissions must be configured for newly created Tasks and Security Events.



## Introduction

The **Advanced Landed Cost** enhancement allows allocating landed cost to different purchase order lines, and also different types of landed cost to all the selected lines

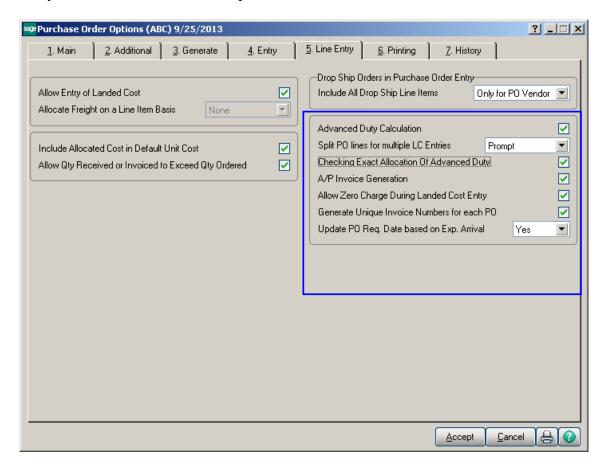
Receipts of Goods are generated directly from Landed Cost Entries.

The Advanced Landed Cost enhancement requires the following Sage 100 ERP modules installed and set up: Inventory Management, Accounts Payable, Purchase Order.

The Advanced Landed Cost enhancement supports Vendor and Item Delete/Renumber/Merge.

## **Purchase Order Options**

Before using the Allocated Cost Enhancement, the Allow Entry of Landed Cost box should be checked on the Line Entry tab of the Purchase Order Options screen.



The standard **Allow Qty Received or Invoiced to Exceed Qty Ordered** option is applied also to the Shipped Quantity in the Landed Cost Entry.

Check the **Advanced Duty Calculation** box to allow calculation of additional advanced Duty for Landed Cost.

The **Split PO lines for multiple LC Entries** option can be set to **Yes**, **No**, or **Prompt**. When splitting is allowed, the program will split an incompletely shipped line to two lines, so that remaining quantity can be shipped on a different Landed Cost Entry.

If the Checking Exact Allocation Of Advanced Duty box is checked, the Invoiced Duty Amount field becomes visible on the Totals tab of the Landed Cost Entry program.

If the **A/P Invoice Generation** option is specified, the Vendor No., G/L Account, Invoice No fields become visible on the Totals tab of the Landed Cost Entry. The Vendor No. and the G/L Account data can be entered manually or selected through the Lookup button. The A/P Invoice Generation check box allows generating Invoices while generating Landed Costs.

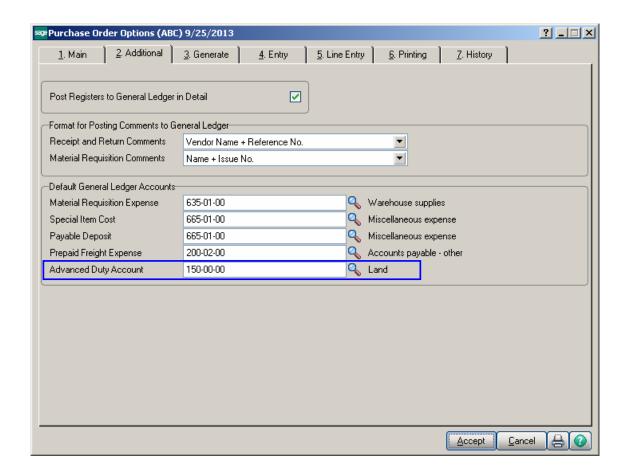
Check the **Allow Zero Charge During Landed Cost Entry** box to be able to Accept the Landed Cost Entry without setting any Landed Cost charge.

Select the **Generate Unique Invoice Numbers for each PO** checkbox to generate unique invoice numbers (by adding suffixes from A-Z to the original supplier Invoice number) in case more than one Receipt of Goods is generated for the Landed Cost Entry.

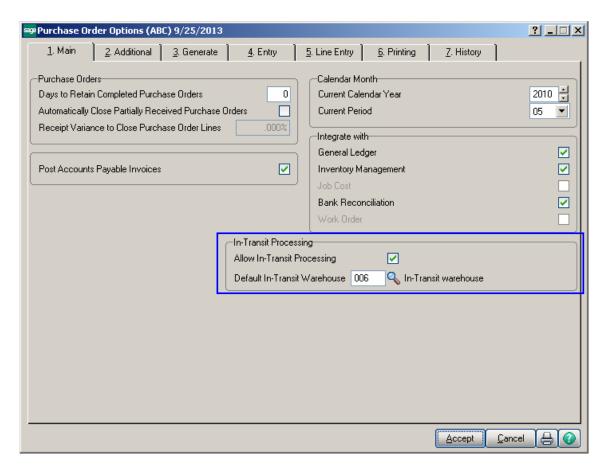
If unchecked all ROG-s generated for current Landed Cost Entry will have the same Invoice number.

The **Update PO Req. Date based on Exp. Arrival** dropdown box with **No, Yes** and **Prompt** options allows the users to update the PO **Req. Date** on the PO line with the **Expected Arrival** date set on the **Landed Cost Entry Header**. See <u>Update PO Req. Date</u> for details

If the **Advanced Duty Calculation** box is checked on the Line Entry tab, the Advanced Duty Account field becomes visible on the Additional tab. Specify the account to be used for Advanced Duty postings.



Click the **Main** tab.

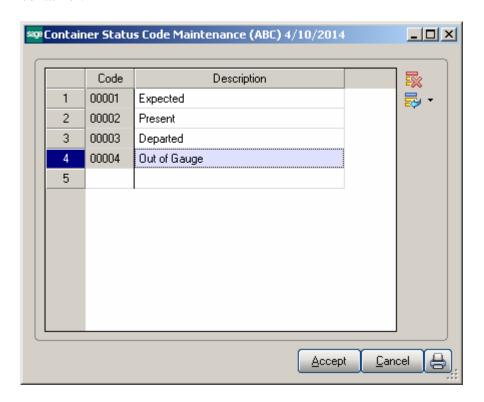


Check the **Allow In-Transit Processing** box to enable working with In-Transit warehouses.

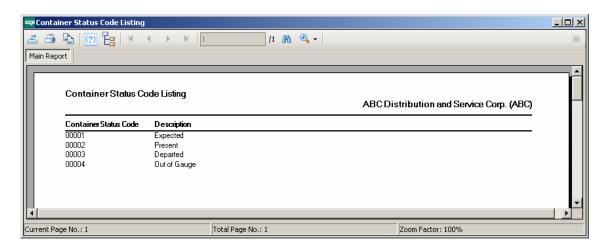
Select the **Default In-Transit Warehouse** to be used in the Purchase Orders. Only Warehouses set as In-Transit in the Warehouse Code Maintenance can be selected as Default In-Transit Warehouse.

## **Container Status Maintenance**

The Container Status Maintenance has been added under the Purchase Order Setup menu to allow setting up status codes with respective descriptions. The Status Codes setup here are assigned to the Container number in the Landed Cost Entry to allow tracking the status of container.

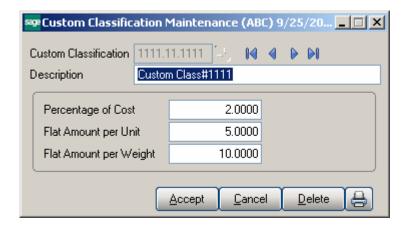


Press the **Print** button to print the Status Code listing.



## **Custom Classification Maintenance**

The Custom Classification Maintenance program has been added under the Inventory Management Setup menu.



The **Custom Classification** allows calculation of mixed duty for landed cost.

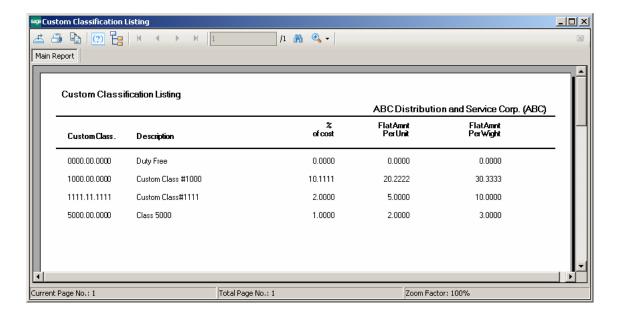
**Percentage of Cost** is the percent of the Unit Cost of the item.

Flat Amount per Unit is the amount for each Standard Unit of Measure (Standard Unit is specified for item in the Item Maintenance).

Flat Amount per Weight is the amount for each pound.

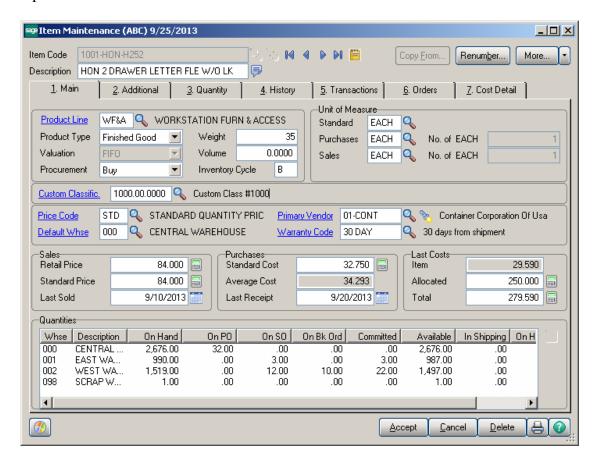
If all the components are zeroes, the item with such Custom Classification is considered as duty-free.

Print button allows for printing the **Custom Classification Listing**:



## Item Maintenance

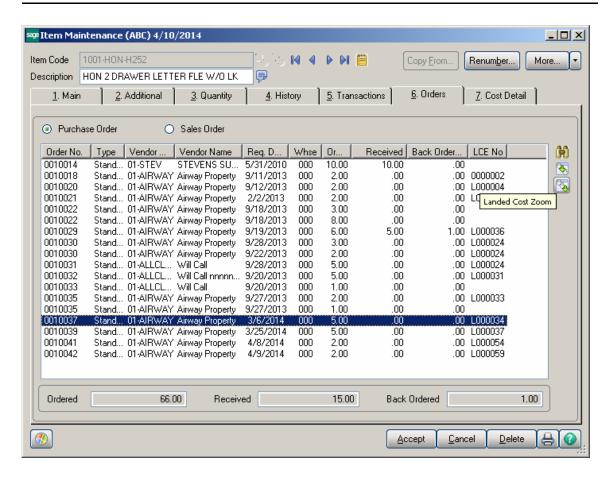
The **Custom Classific.** field becomes visible on the Main tab of the **Item Maintenance** screen if the **Advanced Duty Calculation** box is checked in the Purchase Order Options:



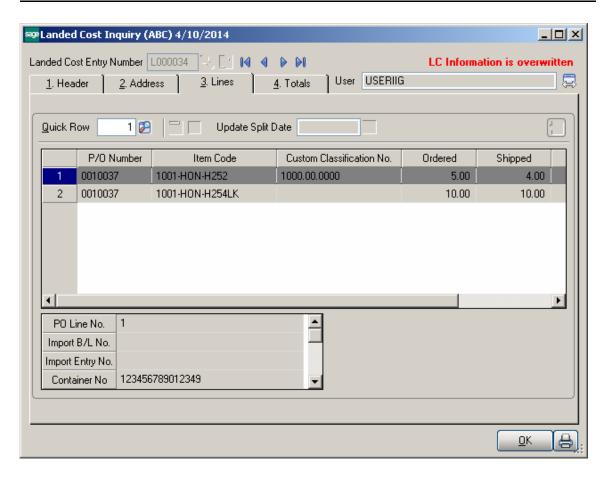
By default the specified Custom Classification will be used for current item in the Landed Cost Entry.

#### Landed Cost Inquiry

The LCE No field and the Zoom button added in the Orders grid allows the user to see the number of Landed Cost on which the selected Item exists and drill-down to the Landed Cost Inquiry.



The Zoom button is enabled only for a Purchase Order line processed through the **Landed Cost Entry.** 

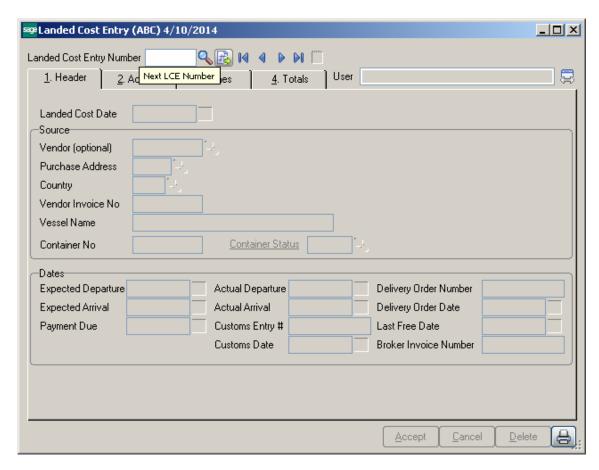


Only Active Landed Cost entries are available.

## **Landed Cost Processing**

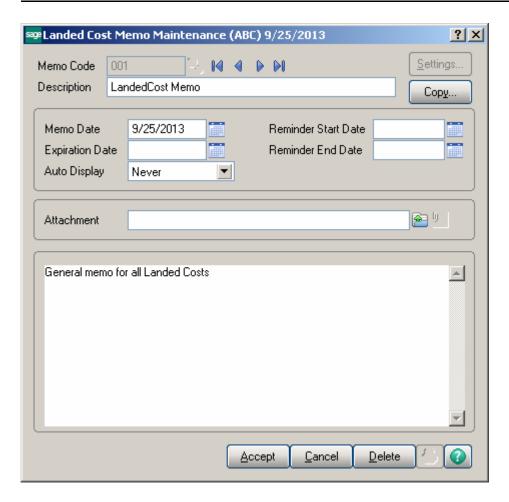
## Landed Cost Entry

The **Landed Cost Entry** program has been added to the **Purchase Order Main** menu to allow allocating landed cost to Purchase Order(s) lines.



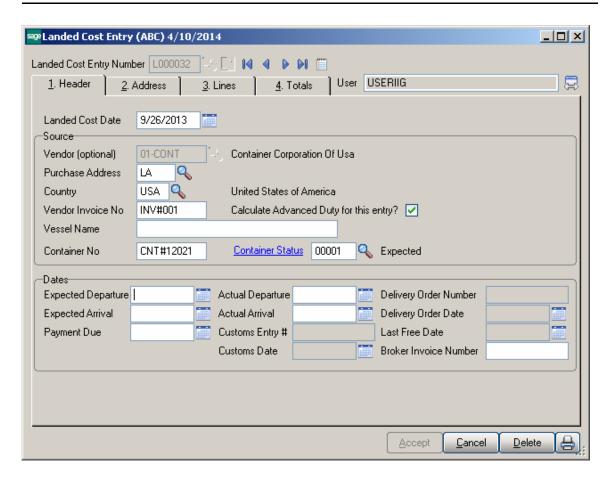
Select the **Landed Cost Entry Number** from the Lookup list or click the Next Number button to create a new entry. The Date and User are current system date and the user logged in

The **Landed Cost Memo** button is enabled to allow entering/viewing memos if the Landed Cost type memo is setup for current user's role in the Memo Manager Maintenance.



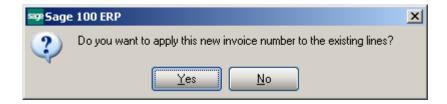
Here the user can select a memo code already entered or create a new one.

On the Header tab, select Vendor, if necessary, Purchase Address and Country.



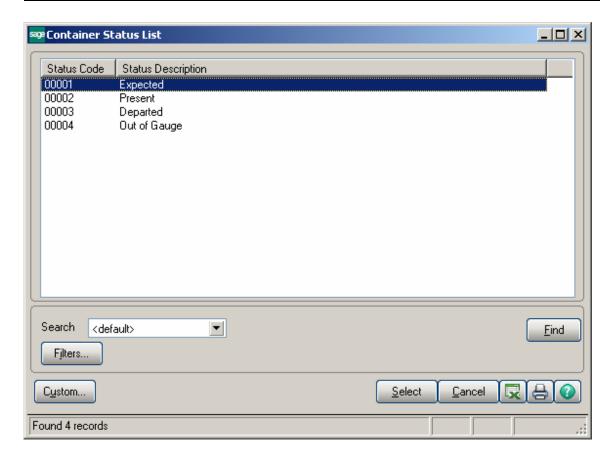
The **Vendor Invoice Number** field has been added to the Header tab of **Landed Cost Entry** to default to Supplier Invoice Number field on the lines.

Upon changing/adding Vendor Invoice number on the Landed Cost already having PO lines entered in the lines tab the following message will appear:



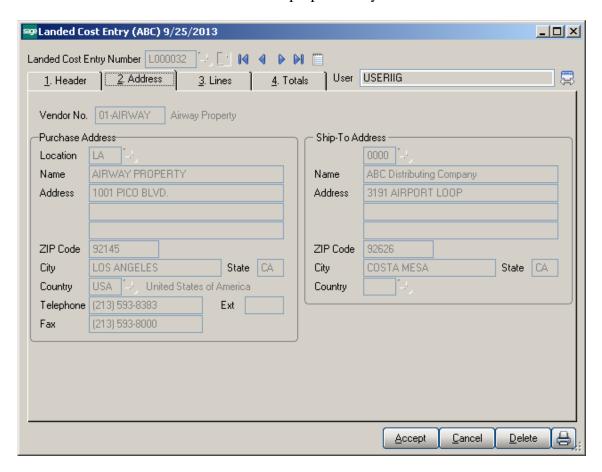
Selecting **Yes** will apply the entered Invoice number to the lines.

Enter the **Container Number** and assign respective status by selecting from the **Container Status List.** 



The **Container Status** hyperlink field allows for launching the Container Status Maintenance and adding new status code or changing the description of existing codes if needed.

Enter Dates for Expected and Actual Departure and Arrival, Payment Due, Customs Entry No., Delivery Order information, and Broker Invoice Number. The **Address tab** displays the **Purchase** and **Ship To Addresses**. This screen is for information purposes only.



On the **Lines** tab, enter the **Purchase Order Number** or select it from the lookup list. Only **Standard Orders** are allowed in the **Landed Cost Entry**.

The **Supplier Invoice Number** field has been added to the Lines tab of Landed Cost Entry. This field is the Invoice Number in generated ROG during ROG generation. If the grid includes same P/O Numbers with different Supplier Invoice No, then the ROG program will not allow updating and will request to set same Supplier Invoice Numbers.

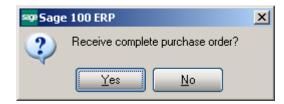
The lookup list displays the Purchase Orders of the Vendor selected in the first tab. If no vendor is selected, the lookup list will include all existing orders.

A Landed Cost Entry can contain lines from multiple purchase orders.

Different lines of the same purchase order can be shipped on different Landed Cost Entries.

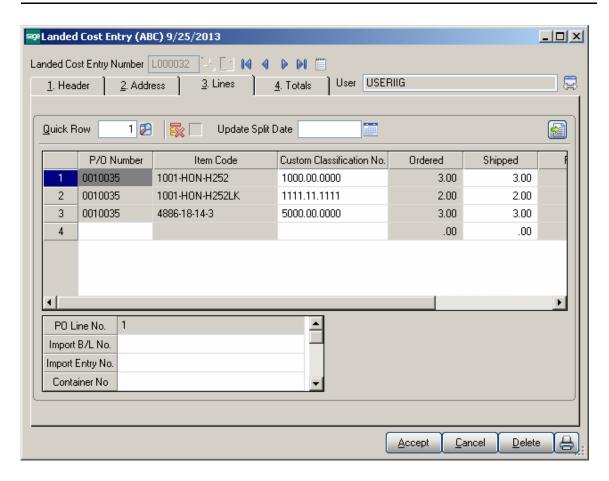
If incomplete quantity of a line has been shipped, you will be able to ship the remainder on another Landed Cost Entry only if Split PO lines option is set in the Purchase Order Options.

When a Purchase Order is selected, a message is displayed prompting to receive complete purchase order.

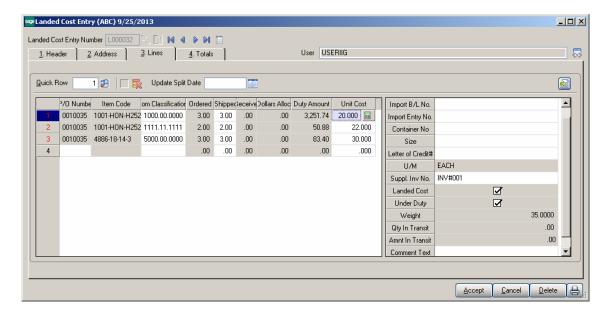


If user chooses to receive complete, all the lines are included with the Quantities Shipped equal to the corresponding Quantities Ordered. The Quantity Ordered and Received fields display the information of the Purchase Order. For an already added line, select it and change the Quantity Shipped.

The **PO Line No** field shows the number of current PO line.



If the **Advanced Duty Calculation** box is checked in the Purchase Order Options, the **Unit Cost**, **Custom Classification** and **Duty Amount** fields become visible.



**Unit Cost** displays the cost of the item, and can be changed for the current Landed Cost Entry.

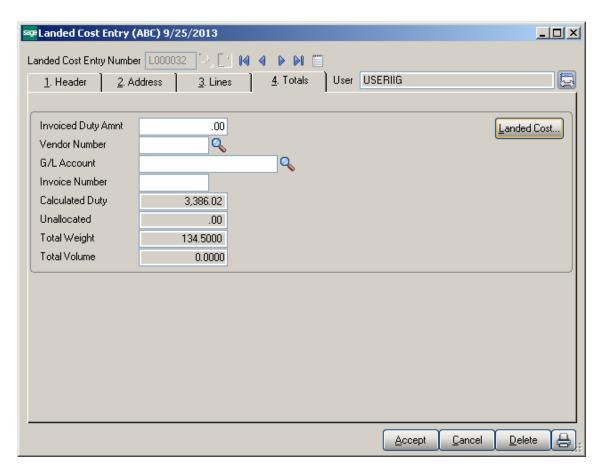
**Custom Classification** displays the setting of the Item Maintenance, and can be changed.

The **Duty Amount** is calculated from the Unit Cost, quantity of standard Units, and Weight, according to the Custom Classification specified.

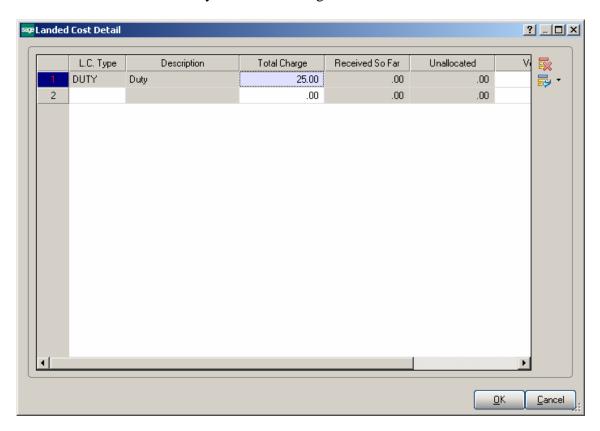
The **Landed Cost** field displays **Y** for lines that have the **Landed Cost** checkbox selected in the Purchase Order. Landed cost will be allocated only to the lines with Y in the **Landed Cost** field.

The **Dollars Allocated** column remains empty before you enter charge in the Totals tab.

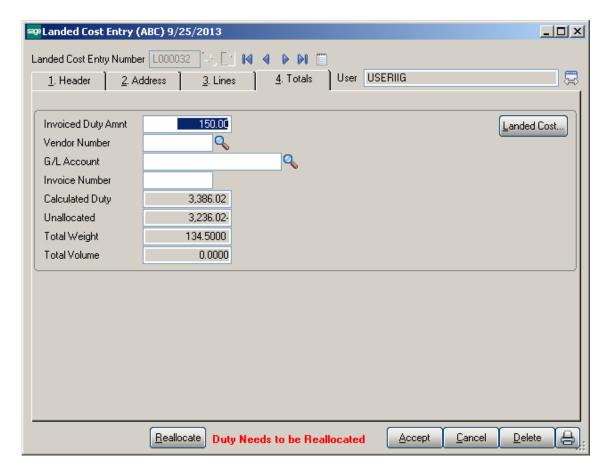
On the **Totals** tab press the **Landed Cost** button to open the **Landed Cost Detail** screen.



If the **Use in Landed Cost Entry** check box is selected for a Cost type in the **Landed Cost Type Maintenance** that Cost will be automatically loaded into the grid.



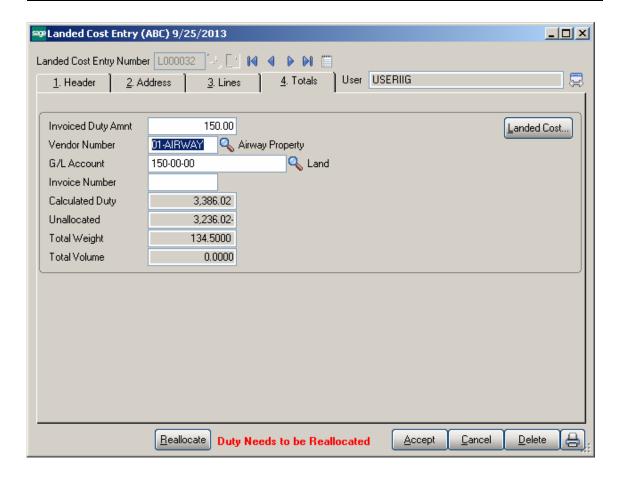
Select the L.C Type and enter the **Total Charge**.



If the A/P Invoice Generation box is checked in the Purchase Order Options, the Invoiced Duty Amount, Vendor Number, G/L Account, Invoice Number, Calculated Duty and Unallocated fields become visible.

The **Calculated Duty** field displays the sum of the Duties calculated for the lines.

Enter **Invoiced Duty Amount**, which can be different from the Calculated Duty.



**Unallocated** displays this difference.

Note: If Invoiced Duty Amnt is 0 then unallocated amount is set to 0 and no allocation will be needed. Duty Amount value for lines will be recalculated based on Custom Classification.

If the Checking Exact Allocation Of Advanced Duty and the A/P Invoice Generation options are selected on the Additional tab of the Purchase Order Options, select Vendor No. on the Totals tab. The G/L Account will be loaded, but can be changed. Enter A/P Invoice Number to be generated, or leave it empty to use the automatic invoice number.

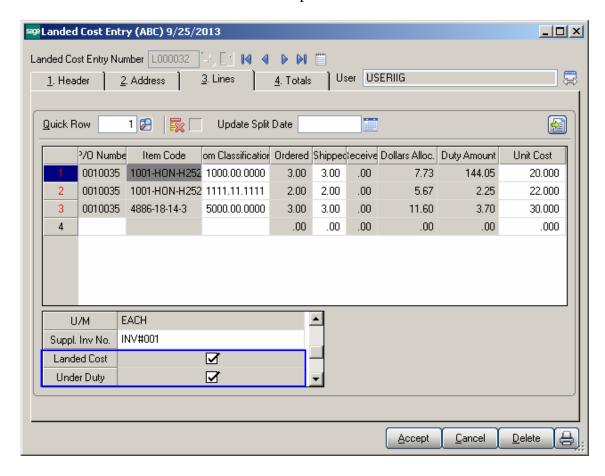
A/P Invoice will be generated with the Invoiced Duty Amount for the selected Vendor.

Duty is not allocated to the items with **Landed Cost** flag turned off, and to the duty-free items (based on the Custom Classification). Duty is allocated only to the inventory items.

If the Checking Exact Allocation Of Advanced Duty is selected in the Purchase Order Options, the Invoiced Duty Amnt is calculated and validated to be the sum of items' allocated costs after reallocation.

If the **Unallocated** on the **Totals** tab is not zero, the **Duty Needs to be Reallocated** text is displayed in red at the bottom of the screen.

Click the **Reallocate** button next to that text, to recalculate the Duties on the lines. The recalculation for each line is done based on the **Custom Classification** specified for it.



On the **Lines** tab, the Duty Amount set in the **Totals** tab is allocated to the items with the **Landed Cost** and **Under Duty** checkboxes selected.

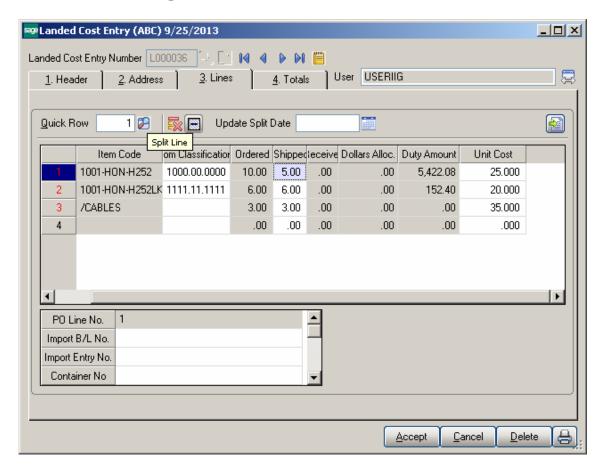
If the **Split PO lines for multiple LC Entries** flag is set to **Yes** or **Prompt** in the **Purchase Order Options**, the original purchase order line can be split into two separate

lines, each of which can be included on a different landed cost entry.

If the **Split PO lines for multiple LC Entries** is set to **No**, a line already included on a Landed Cost Entry, cannot be added on another Entry, even if there is unshipped quantity.

A Landed Cost Entry cannot be accepted with non-zero Unallocated amount.

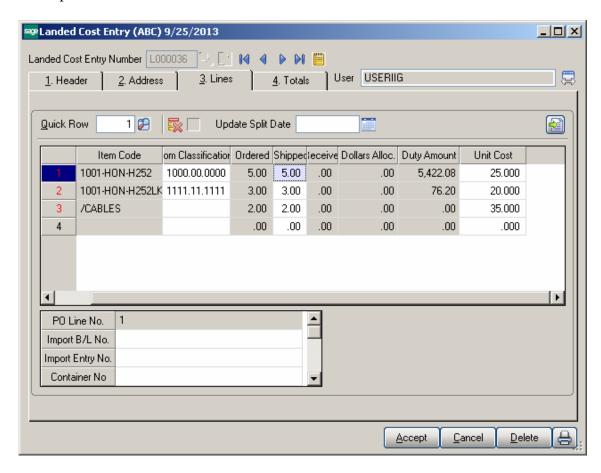
The **Split Line** button becomes visible if the **Qty Shipped** is less than **Qty Ordered** and the **Split PO lines for multiple LC Entries** option is set to **Yes** or **Prompt** in the **Purchase Order Options**.

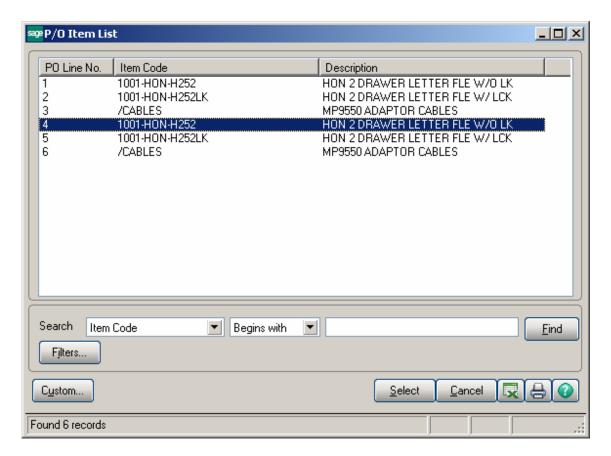


If the **Split PO lines for multiple LC Entries** is set to **Yes**, the line is split automatically upon clicking the **Split** button and the following message appears if the Split Option is set to **Prompt**:



Click **Yes** to split the order line into two lines. The **Qty Ordered** for the first of the new lines will be set to the **Qty Shipped** (which is entered on the Landed Cost Entry), the remainder will be assigned to the second line of the purchase order.

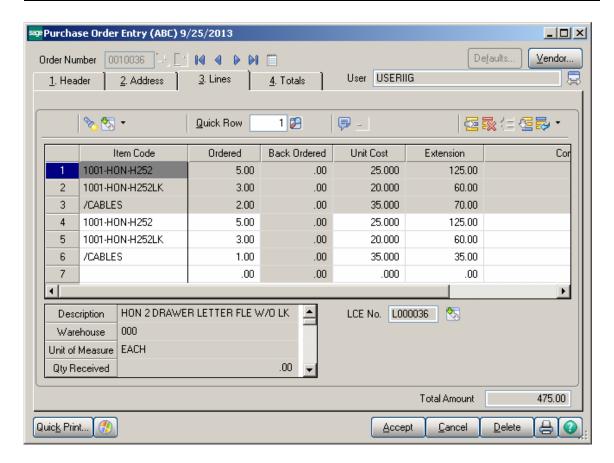




Upon selecting a Purchase Order for which Landed Cost Entry has been created; a message appears warning the user about it.



Here are the lines of the purchase order after split:

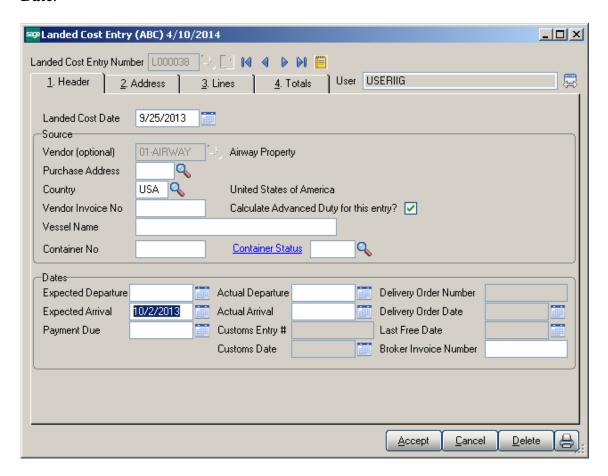


For the lines shipped through the **Landed Cost Entry** the **LCE No** field is enabled with corresponding number filled in. The Zoom button allows for drill down to the **Landed Cost Inquiry**.

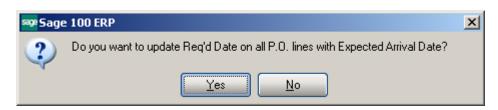
The second line of the order can be added to any other Landed Cost Entry.

#### **Update PO Required Date**

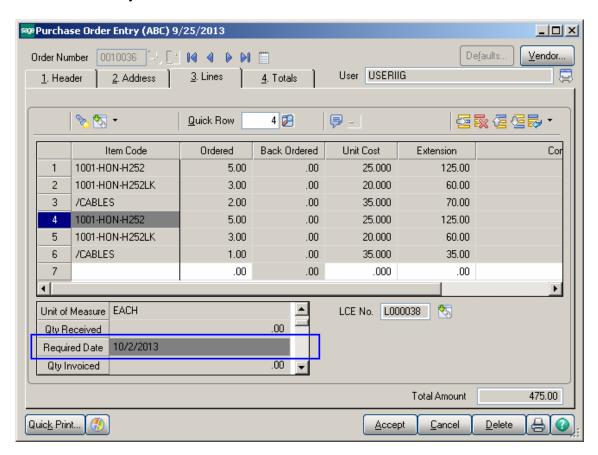
If there is an **Expected Arrival** date set on the **Landed Cost Entry** header the PO Requested Date may be
updated automatically upon accepting the Landed Cost
Entry. If the **Update PO Req. Date based on Exp. Arrival** drop-down box is set to **Yes** the **PO Req Date**will be automatically updated with the **Expected Arrival Date**.



The user is prompted about updating the Req. Date on the PO lines if **Prompt** is selected in the PO options.

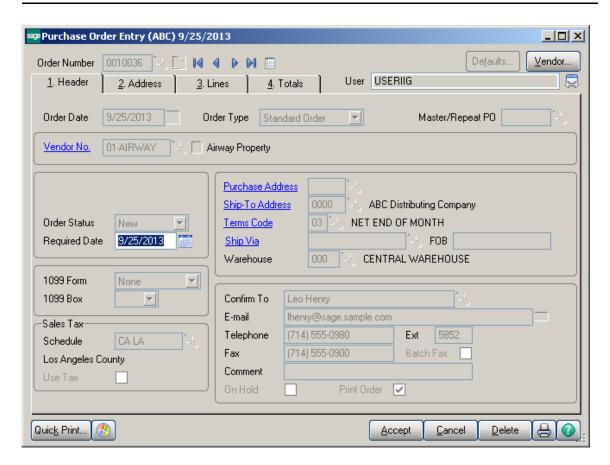


Upon selecting **Yes** the **Required Date** field is automatically updated on PO lines referenced to current Landed Cost Entry.



The lines' Required Date is updated automatically without prompting the user about it if the **Update PO Req. Date based on Exp. Arrival** option is set to **Yes** in the PO Options.

The **Required Date** field on the Header of the Purchase Order having Landed Cost entries is enabled for editing.



Upon changing the **Required Date** a message is popup to prompt the user about applying new date to the PO lines.



Upon selecting **Yes** the **Required Date** on the PO Lines is updated with new one for the lines not having associated Landed Cost Entry.

The **Update Split Date** added on the Lines tab of the Landed Cost Entry is intended for updating the **Required Date** of the lines created due to line split. If the **Update Split Date** is not blank at the time of line splitting, it is set as the **Required Date** of the line being split:

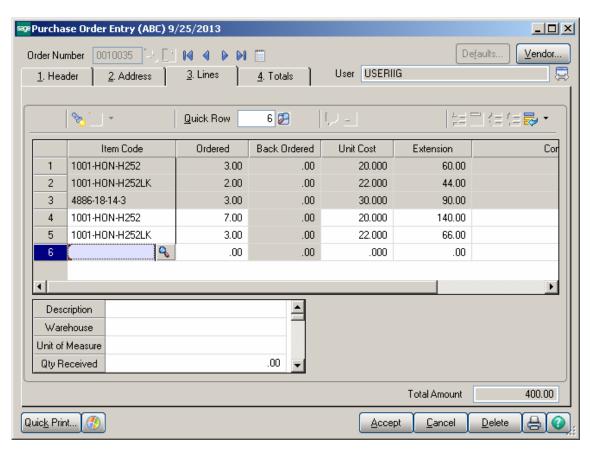
#### **Edit Purchase Order Shipped on Landed Cost Entry**

The **PO** Entry has been modified to allow addition of new lines into the Purchase Order shipped through the Landed Cost Entry.

The following message is displayed when trying to open a PO having lines shipped in the Landed Cost Entry and in transit.



Select **OK** to terminate the program, or select **Continue** to open the PO in the inquiry mode. Here you cannot modify the lines already shipped through Landed Cost Entry, you can add only new lines.

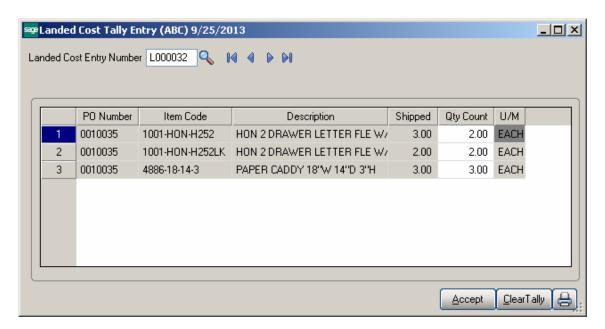


#### Landed Cost Tally Entry

**Landed Cost Tally Entry** program is used to enter the quantities actually received.



Enter the Landed Cost Number. A message is appeared to confirm complete shipping. If Yes is selected the Landed Cost Entry lines are loaded in the grid with **Qty Count** equal to the **Qty Shipped** in the **Landed Cost Entry**:



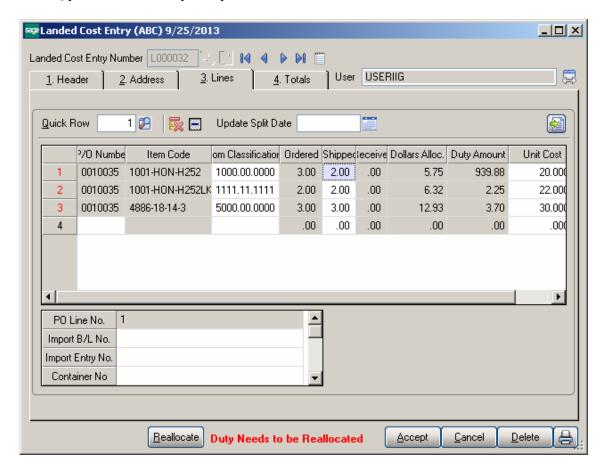
Selecting No will load the lines with 0 Qty Count allowing the user to enter the quantities manually.

The **Import Tally** button is enabled for Landed Cost Entries shipped through **Landed Cost Tally Entry.** Use the **Import Tally** button to import item shipped count from **Landed Cost Tally Entry** where counts have been entered.

The following message will appear upon pressing the button:



If Yes is selected, the Qty Shipped is updated respectively with Qty Counted in Tally Entry::

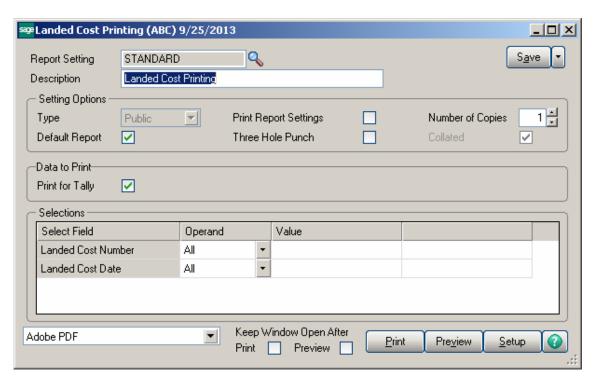


If Yes is selected and there is no Quantity Count to import, the following message is displayed:



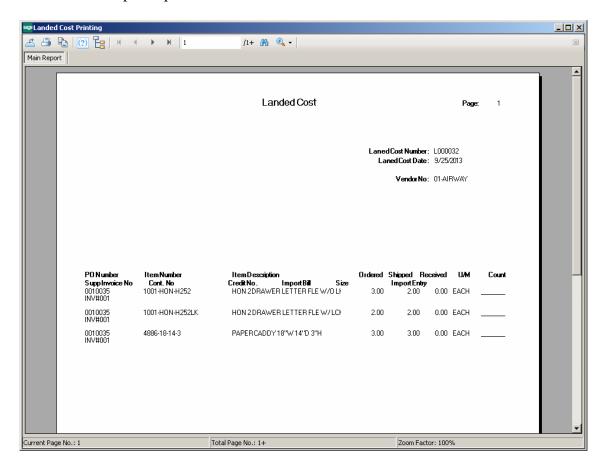
#### Landed Cost Printing

The **Landed Cost Printing** program prints Landed Cost Entry information.



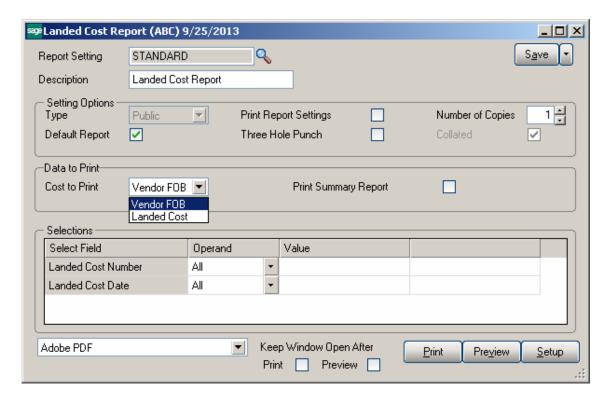
The **Print for tally** option is selected by default. If this check box is not selected the same Landed Cost Printing is printed, and if it is selected the Landed Cost Printing is printed just with the following difference: lines are displayed in the **Count** column for manual entry.

Here is an example of printout:



# Landed Cost Report

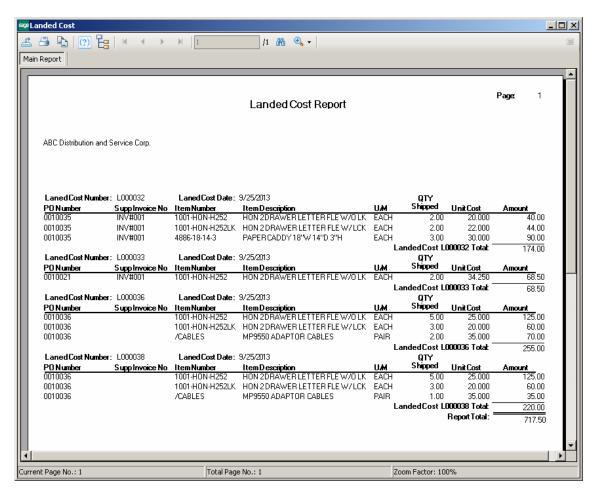
Landed Cost Report added to the Purchase Order Reports menu includes Landed Cost Number, Landed Cost Date selections, Cost to Print dropdown with "Vendor FOB" and "Landed cost" values, and Print Summary Report option.



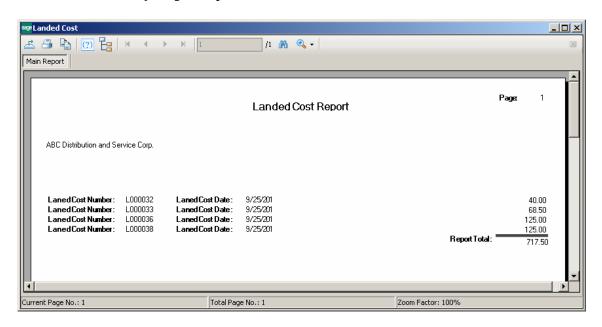
If **Vendor FOB** is selected the Cost will be taken from PO, and if **Landed Cost** is selected the Cost will be taken from Landed Cost Entry.

If the **Print Summary Report** check box is not selected detail report is printed, and if it is selected summary report will be printed.

Here is the printout with **Vendor FOB** selected as **Cost to Print**, and **Print Summary Report** option unchecked.



Here is the report with **Cost to Print** option set to **Landed Cost**, and **Print Summary Report** option checked.



## Landed Cost Receipt Generation

This program enables generating Receipts of Goods for Landed Cost Entries.



Select a Landed Cost Entry and click Proceed.

A message box displays the number of generated receipt.

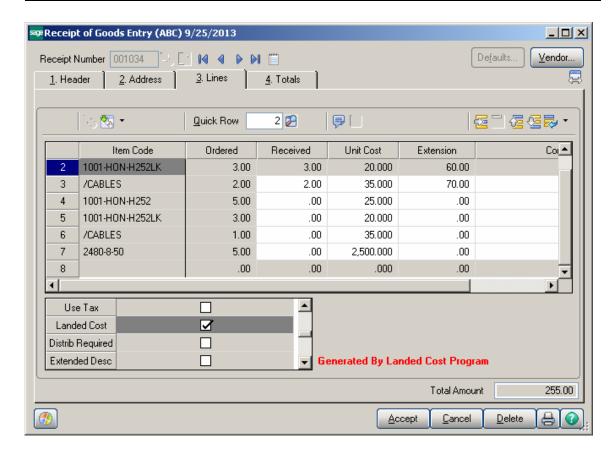


If you open the Landed Cost Entry for which you have generated a receipt, the Lines and Totals tabs will only display the information. You are not allowed to make any changes here.

Receipt Of Goods cannot be generated for a Landed Cost Entry, if another Receipt Of Goods has already been generated for any line of the included Purchase Orders.

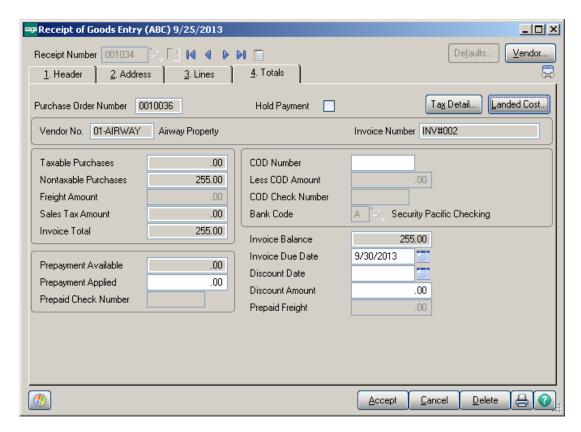


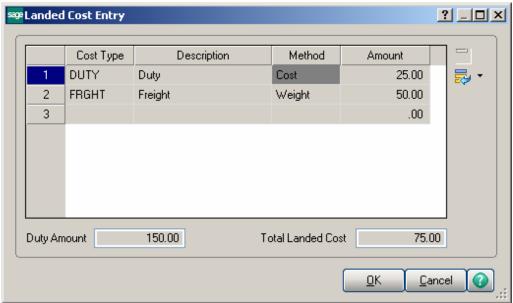
The Header tab of the Receipt of Goods contains a new LCE Number field displaying the number of the Landed Cost Entry from which the Receipt was generated. Here is the Lines tab of the generated Receipt:



The Receipt Of Goods generated by the Landed Cost Receipt Generation program will have the **Landed Cost** box checked for the lines which have it checked in the corresponding Purchase Order. The **Landed Cost** check box is a display-only field, and cannot be checked or cleared in the generated Receipt of Goods Entry.

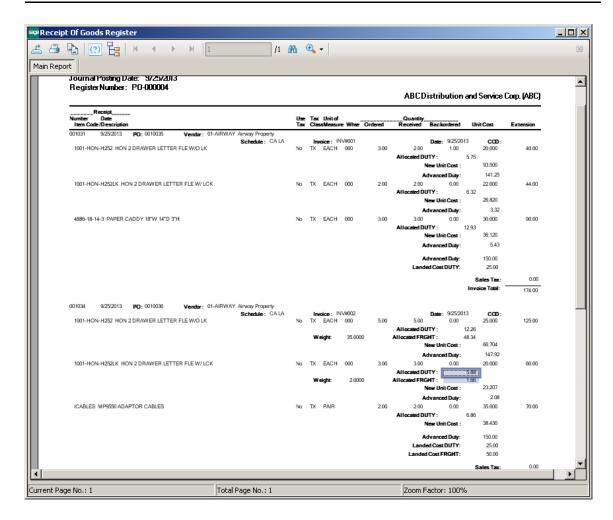
Click the Landed Cost button in the Totals tab of the Receipt to see the details of the allocated landed costs:





After running Daily Receipt Registers/Update the Landed Cost Entry is deleted and remains only in the History.

The printout of the Receipt Register includes allocated landed cost information:

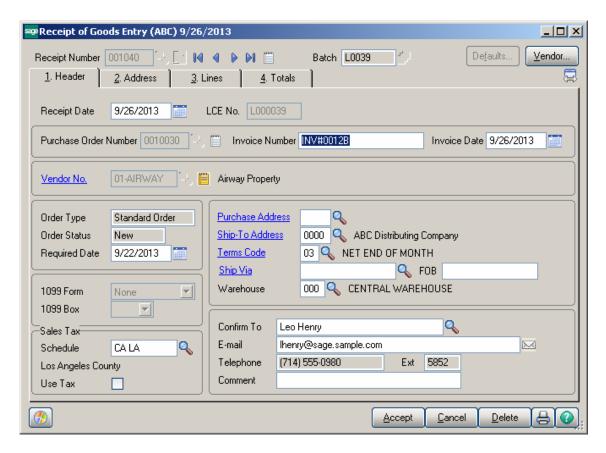


If Batch **Processing** is enabled for **Receipt Entry** in the **Purchase Order Options** all generated Receipt Of Goods Entries will be created in a batch with batch number formed as: "L"+ < last four digits of landed cost entry number>.



If there is Vendor Invoice number specified on the Landed Cost Entry the generated Receipt of Good Entry will take that Invoice number. If more than one ROG is generated for the Landed Cost Entry the first ROG will take the original Invoice number, with a suffix (from A to Z) added to the invoice number as follows: if the original Invoice number size is 10 characters then the next Invoice number is formed as InvNo

(starting from the 2-nd character) + 'A' and in case the original Invoice number contains less than 10 characters the next Invoice number will be formed as InvNo + 'A'.



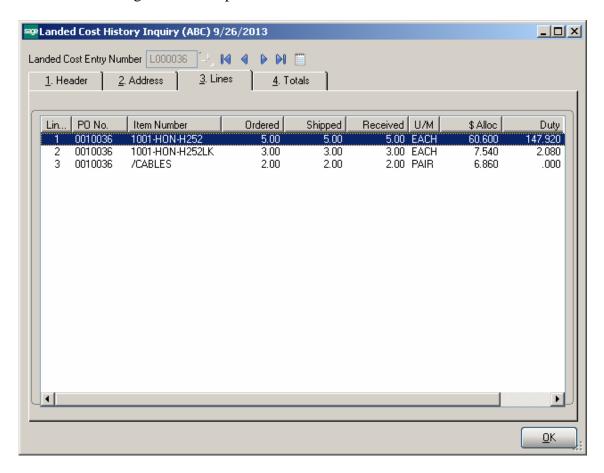
In case more than 27 Purchase orders with the same Supplier Invoice Number are found on the Landed Cost for which Receipt is generated the user is prompted to correct Invoice Numbers manually.

This feature is available only if the **Generate Unique Invoice Numbers for each PO** checkbox is selected in the **Purchase Order Options**.

## Landed Cost History Inquiry

Open **Landed Cost History Inquiry** under Purchase Order Inquiries menu.

Select Landed Cost Entry Number from the lookup list. The Lines tab displays the Quantities Received as indicated in the registered Receipt of Goods.

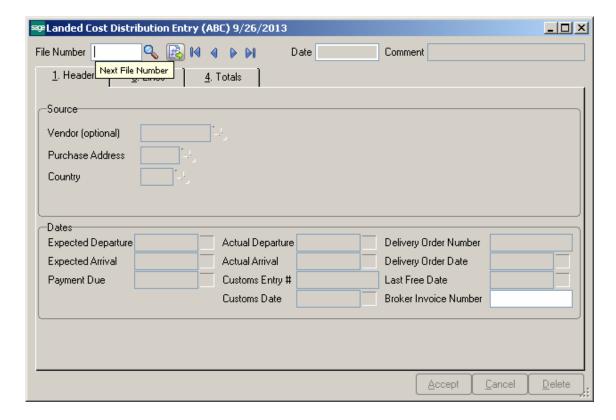


The Period End Processing program under Purchase Order Period End menu will delete the updated and deleted Landed Cost Entries from the Landed Cost History, if the Purchase Order Receipt History is Purged.

#### Landed Cost Distribution

The **Landed Cost Distribution Entry** has been developed to allow the user to distribute landed costs for the specified landed cost entries.

Each Landed Cost Entry has landed costs that are entered in the Total tab of Landed Cost Entry and allocated by the lines. Sometimes the Customer is billed an invoice for a landed cost type, which is for different Landed Cost Entries. And in such cases the bill needs to be distributed first by the Landed Cost Entries and then by the lines of each Landed Cost Entry. The Landed Cost Distribution program is used to distribute the landed costs automatically.

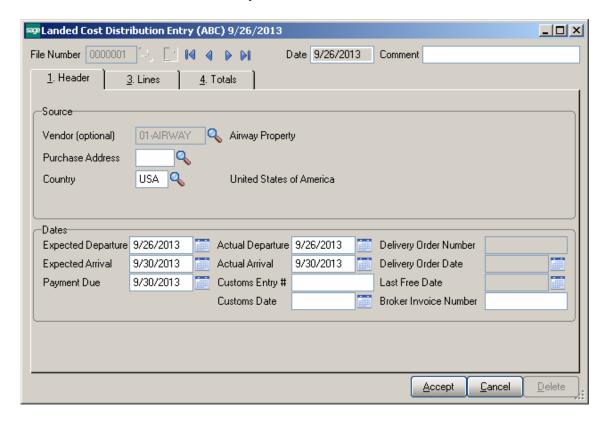


The **Next File Number** button is intended for entry of a new distribution file number (up to 7 digits). The **Lookup** button is used for selecting an existing distribution file number.

The **Date** field is defaulted to the current Accounting Date set for Purchase Order module.

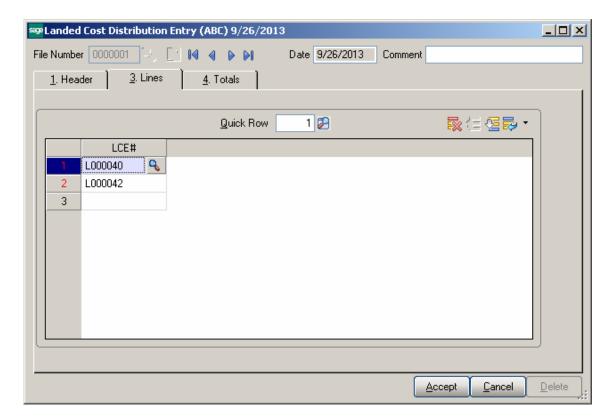
Up to 30 alphanumeric characters can be entered in the **Comment** field.

The fields of the **Source** and **Dates** sections are same as the fields of the **Landed Cost Entry** Header tab.



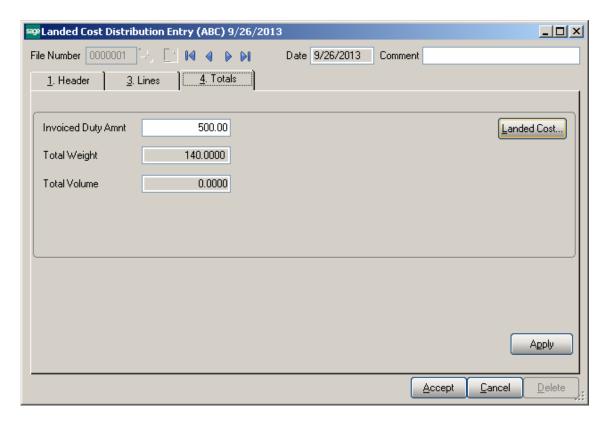
The **Lines** tab is intended for selecting / entering Landed Cost Entries to which the distribution data needs to be applied.

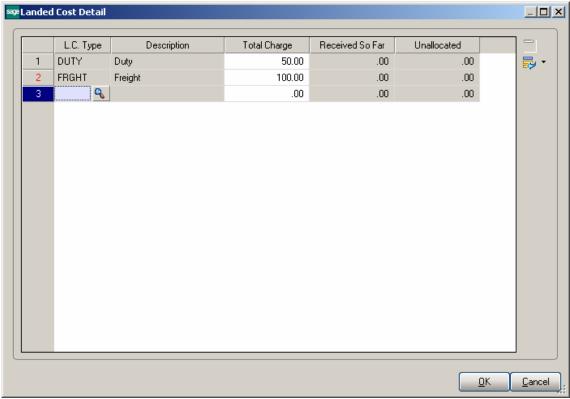
Only active Landed Cost Entries can be entered / selected.



If a Receipt is generated after the Landed Cost Entry has been entered in the distribution file, that Landed Cost Entry number will be disabled and cannot take part in the next distribution process.

The **Totals** tab is used to enter the Invoiced Duty Amount and the Landed Costs. All Landed Cost Types set up for using in the Landed Cost entry are automatically loaded upon pressing the Landed Cost button:





After the Landed Cost Entries are entered in the Lines tab and the landed cost charges are specified for L.C. type the user can click the **Apply** button to distribute landed costs charges and Duty amounts by the selected landed cost entries.

Upon clicking the **Apply** button a message is popup:

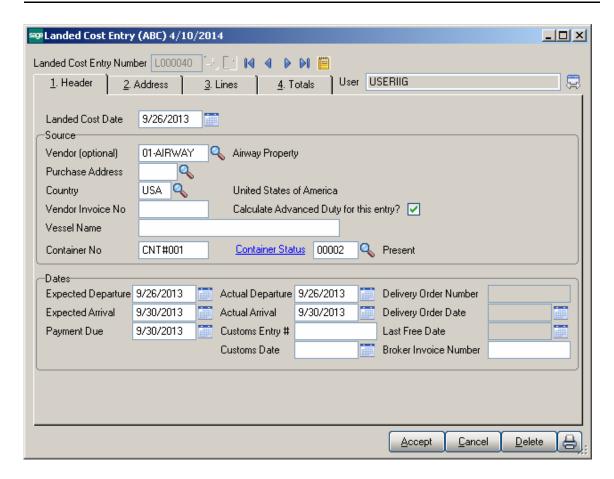


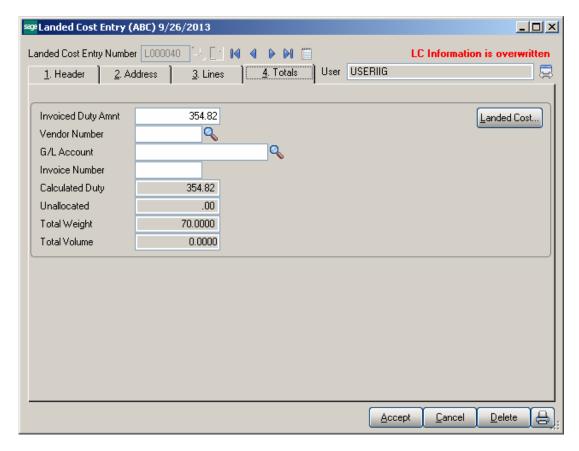
Selecting **Yes** will apply also the data from the Dates section of the Header tab to the selected Landed Cost Entries.

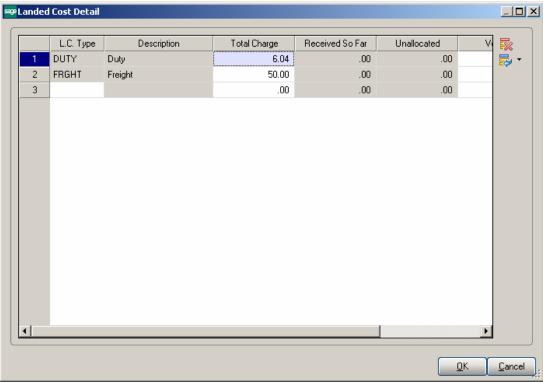
If **No** is selected only the landed costs and duty amount will be applied.

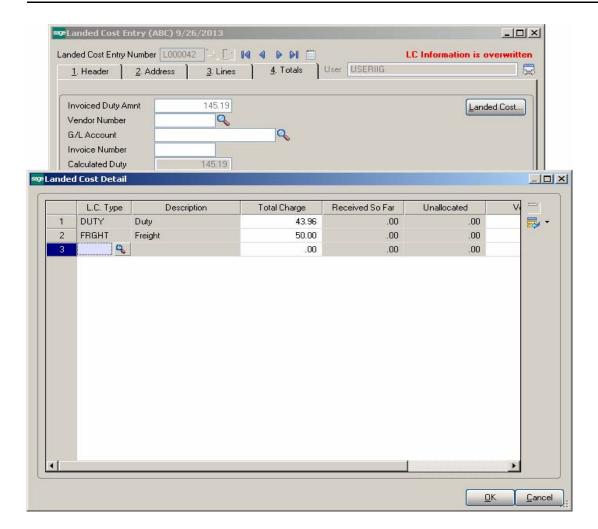
The charges of landed costs will be applied based on corresponding allocation method and the Landed Cost Entry proportion.

Below is an example demonstrating how the Landed Cost type "FRGHT" =100\$ (Allocation method is "by Weight") and "DUTY"=50\$ (Allocation method is "By Cost") are distributed by the selected Landed Cost Entries (L000040, L000041).





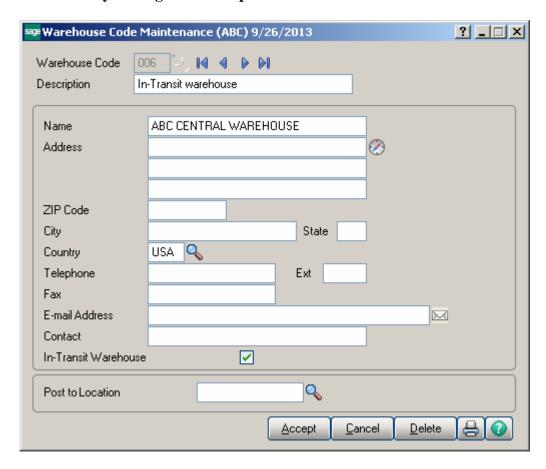




## **In-Transit Warehouse Processing**

#### Warehouse Code Maintenance

Select the **Warehouse Code Maintenance** program under the **Inventory Management Setup** menu.

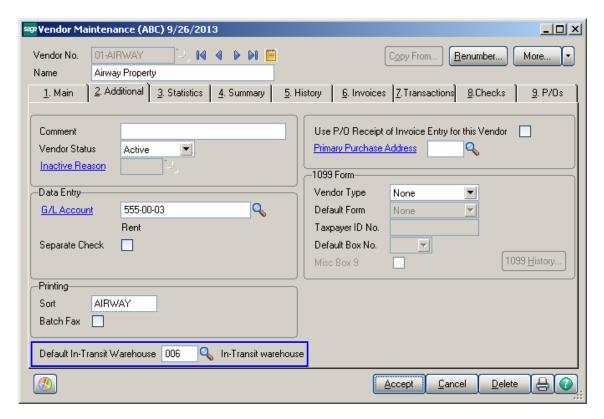


Check the **In-Transit Warehouse** box to designate the warehouse as In-Transit.

Note: The In-Transit Warehouse check box is disabled and cannot be cleared for the Default In-Transit Warehouse (specified in the Purchase Order Options program).

#### Vendor Maintenance

Select the **Vendor Maintenance** program in the **Accounts Payable Main** menu.

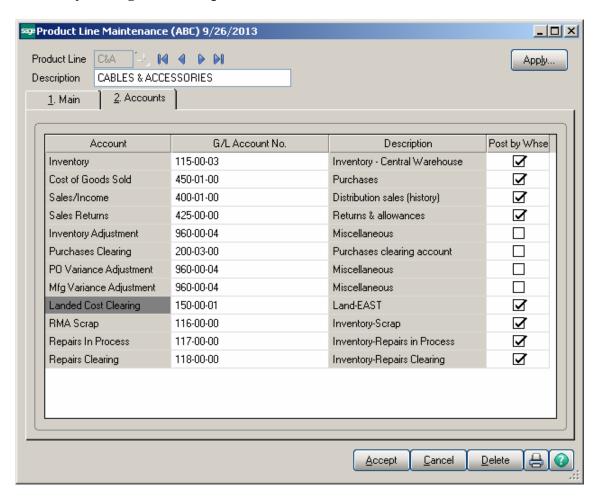


Select the **Default In-Transit Warehouse** to be used in the Purchase Orders for the selected Vendor.

If no default warehouse is specified for the vendor, the program will use the default warehouse set in the Purchase Order Options program.

#### Product Line Maintenance

Select the **Product Line Maintenance** program under the **Inventory Management Setup** menu.

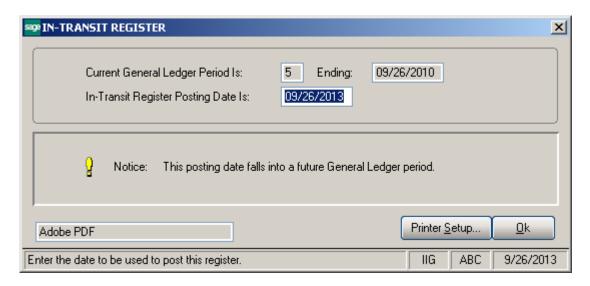


Enter the **Landed Cost Clearing** account number from the G/L Account List for this product line.

This account is debited when items are registered as intransit. During the **Daily Transaction Register**, the amounts for In-Transit items are added to the account set in the Purchase Order, and subtracted from the Landed Cost Clearing account. After a Receipt of Goods is created for the Purchase Order, during the **Daily Receipt Registers/Update**, the same amounts are balanced back – subtracted from the Purchase Order account and added to the Landed Cost Clearing account. (See the **In-Transit Processing** section of the document for a detail example.)

## In-Transit Register

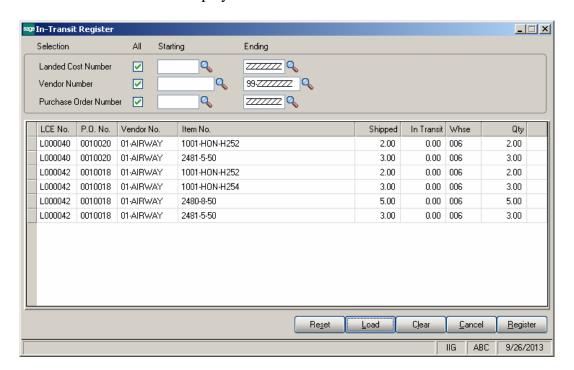
Select the **In-Transit Register** program in the **Purchase Order Main** menu.



Click **Ok** to proceed to the **In-Transit Register** screen.

Select Landed Cost Entry ranges by Landed Cost Number, Vendor Number, Purchase Order Number.

Click the **Load** button to display the selected lines.



Only lines with regular items will be displayed, because only regular items can be registered in transit.

After loading items by certain selections, new selections can be made, and clicking the **Load** button again will display the newly selected lines in addition to previously displayed.

Use the **Clear** button to clear the lines meeting the current selections.

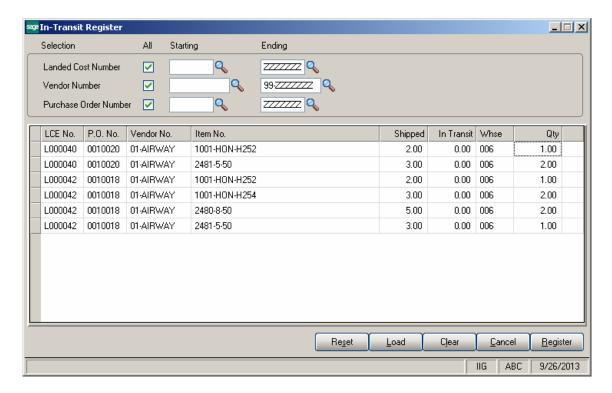
Click the **Reset** button to load maximum available for register quantities.

Click the **Cancel** button to clear all the displayed lines.

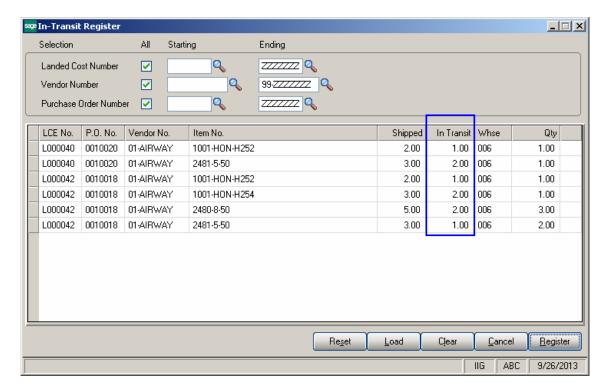
The Default **Warehouses** are displayed, and can be changed.

Enter the **Quantities** for the lines to be registered as In-Transit. The quantities cannot exceed the difference of Shipped and In-Transit quantities.

Entered quantities before clicking **Register**:



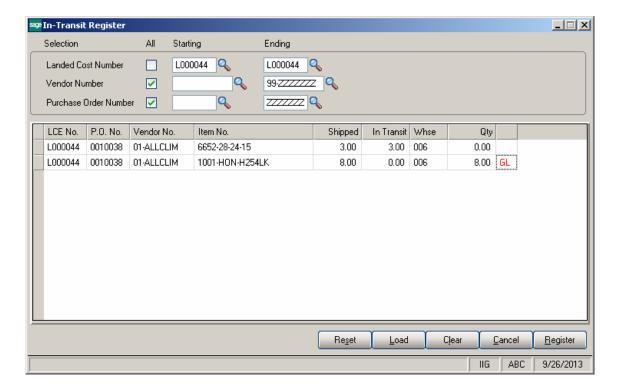
Click the **Register** button to register the entered quantities to the specified in-transit warehouses.



If there is invalid data on the items to be registered as intransit, the program will not be able to process such lines and a message will appear upon pressing the Register button:



In the grid, successfully registered lines will display the quantity in-transit, while the lines not registered will display the reason codes in red.



The reasons may be the following:

**GL** – invalid or missing G/L account for Inventory or Landed Cost Clearing (in Product Line Maintenance),

**PO** – Purchase Order Header,

**POL** – Purchase Order Line,

LC - Landed Cost Header,

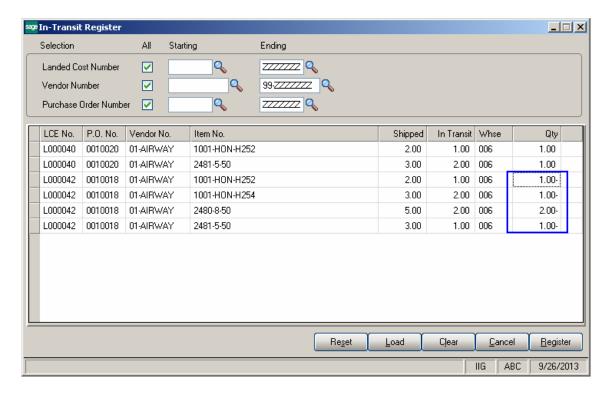
LCC – Landed Cost Line.

Quantity shipped can be divided among different in-transit warehouses. Select a warehouse for the line and enter the necessary quantity. After registering this quantity, select different warehouse for the same line, enter quantity, and click the **Register** again.

The registered quantities will be printed on the report when closing the **In-Transit Register** screen.

#### Reversing of "In Transit" Quantities

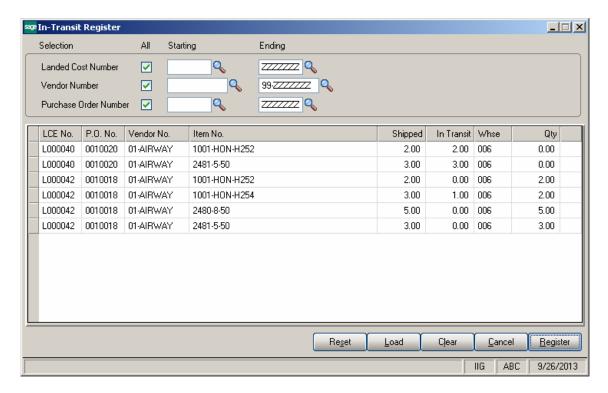
After the **In Transit** quantities have been registered the user is allowed reversing those quantities:



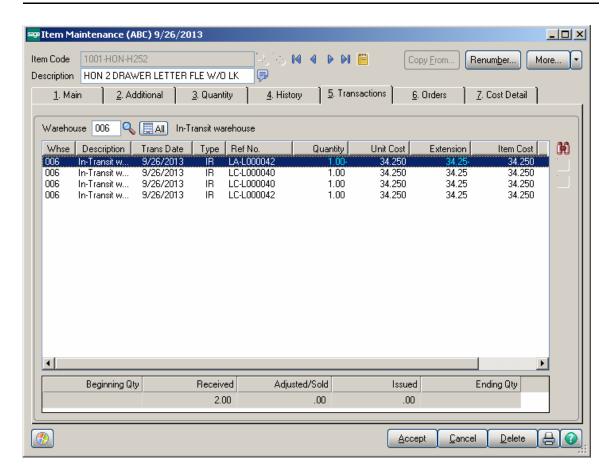
It is necessary to enter the quantity to be taken off from In Transit (its absolute value cannot be greater than the quantity "In Transit") in the Qty field and click the Register button.

The quantity In Transit is calculated as Shipped + Qty.

Click the **Register** button.

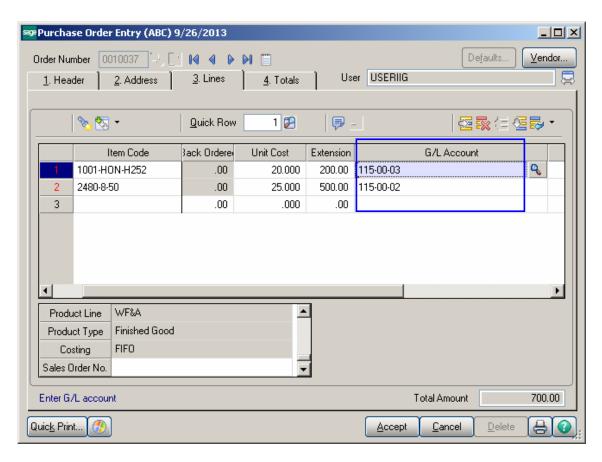


Thus the quantities formerly registered in the In Transit warehouse will be reduced respectively. The quantity will be taken off from the In Transit warehouse through the Adjustment transaction generated upon registering the quantities.

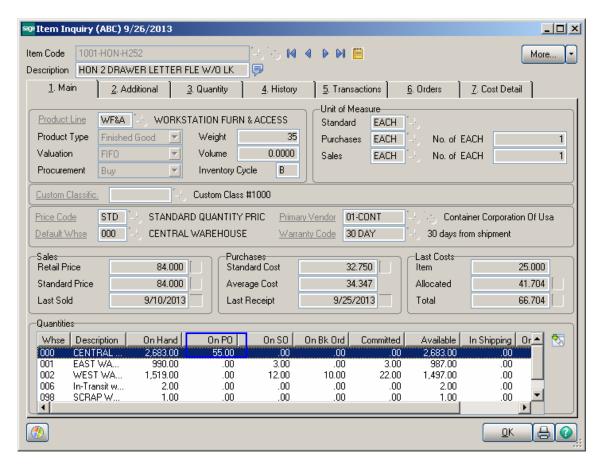


# In-Transit Processing

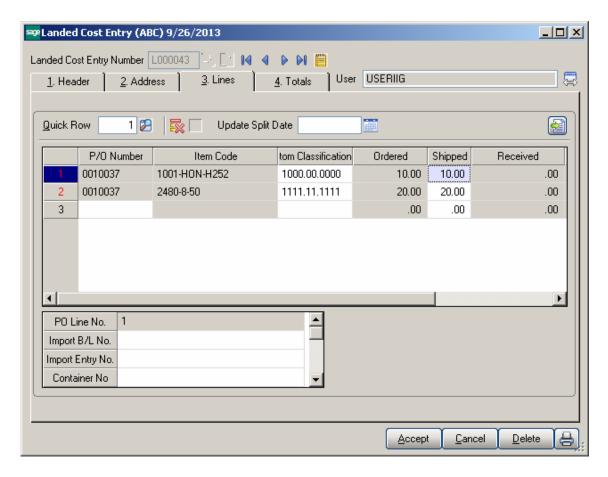
Enter a Purchase Order with items having different G/L Accounts.



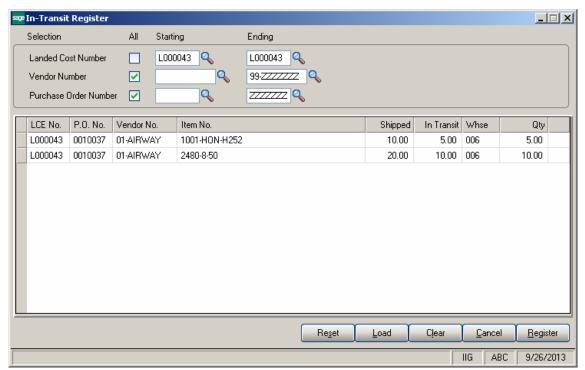
The quantity ordered is added to the Qty on Purchase Order for the specified Warehouse:



Enter a Landed Cost Entry with the lines of that Purchase Order.

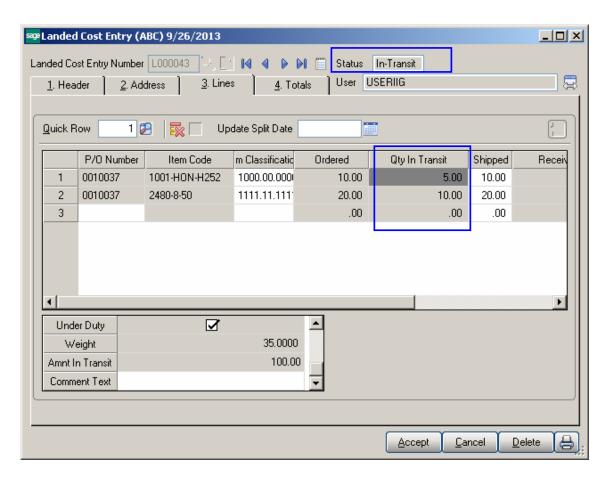


Run the In-Transit Register program and register some quantities for that Landed Cost Entry as In-Transit.

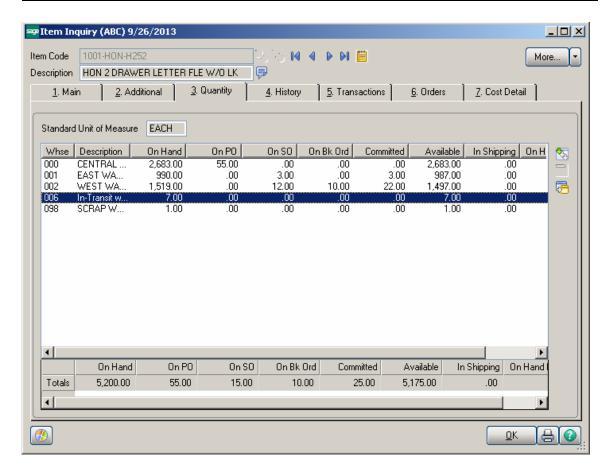


Now that the Landed Cost Entry has quantity in transit, the **Status** field is enabled and displays **In-Transit**, in the top right corner of the screen.

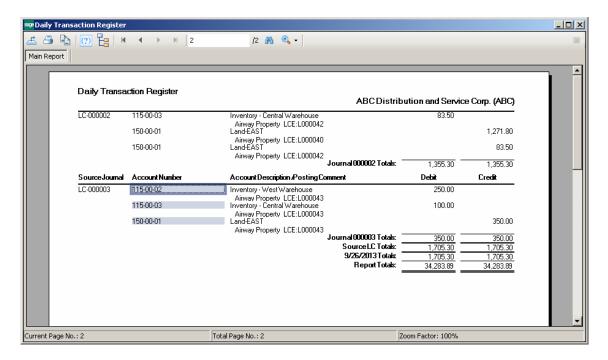
The **In-Transit** field in the Landed Cost Entry displays those registered quantities.



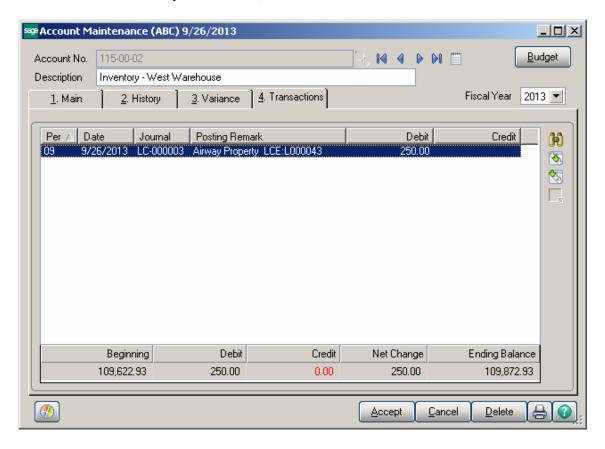
The registered quantity is added to the Qty on Hand for the In-Transit Warehouse:

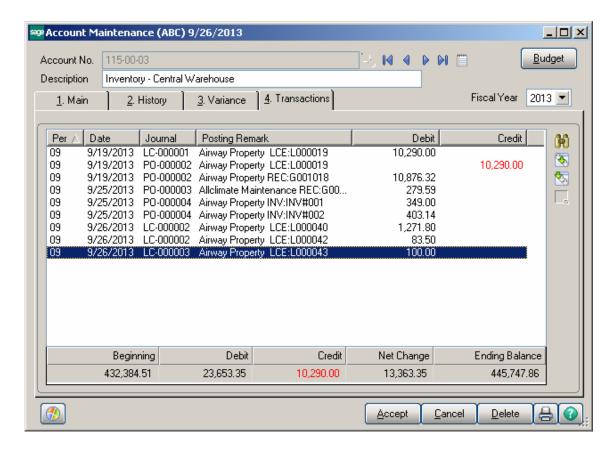


After running the **PO Daily Transactions Register**, the amounts of the items registered as In-Transit, are posted to the G/L accounts of the Lines of the Purchase Order.

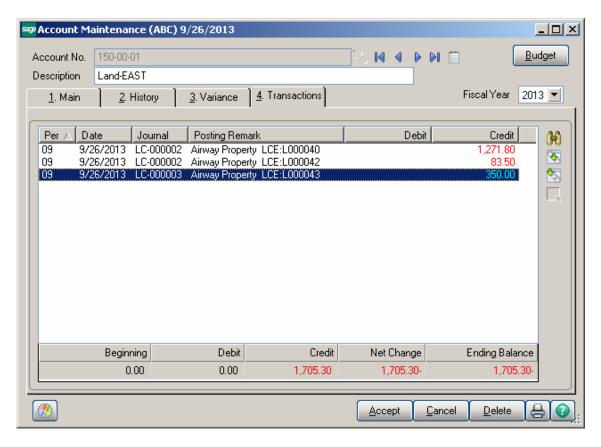


Here are the transactions of these accounts (the postings of the Landed Cost Entry are selected):

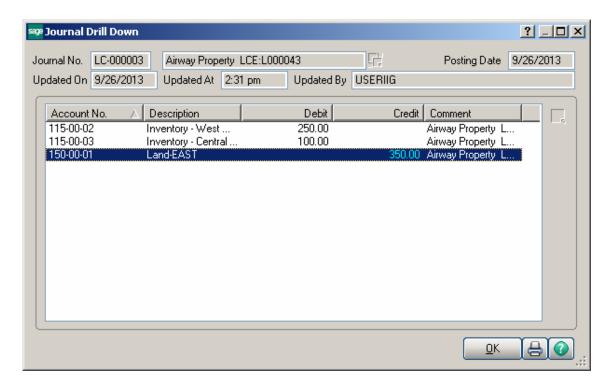




The sum of these amounts is posted from the Landed Cost Clearing account specified in the Product Line Maintenance (selected line):



Click the **Journal Zoom** button to view the **Journal Drill Down** for that selected transaction:



#### Run the Landed Cost Receipt Generation:

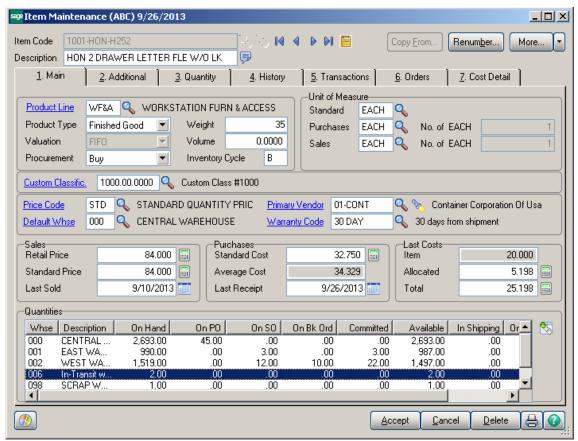


The program generates a Receipt of Goods for the specified Landed Cost Entry:



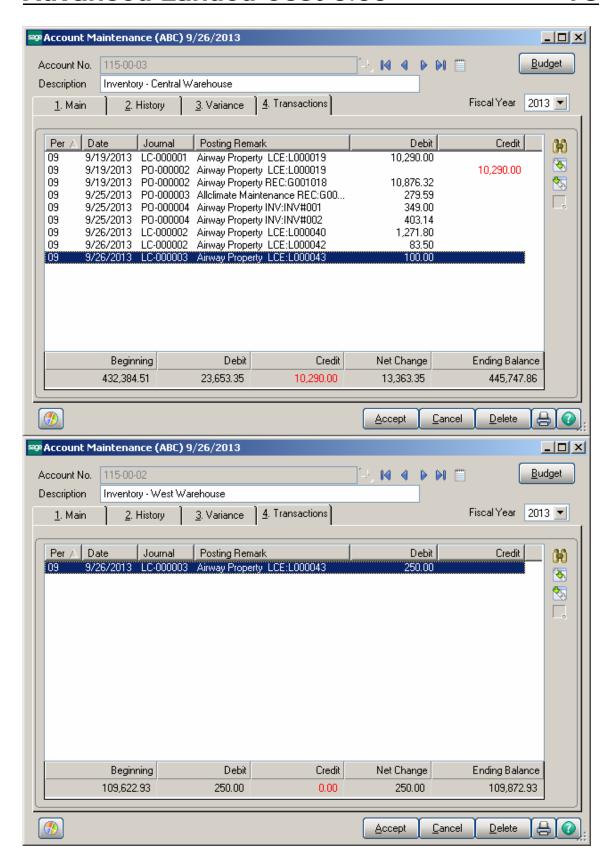
Run the **Daily Receipt Registers/Update**, and then the **Daily Transaction Register**.

The quantities being In-Transit before the update, are subtracted from the Qty on Hand.

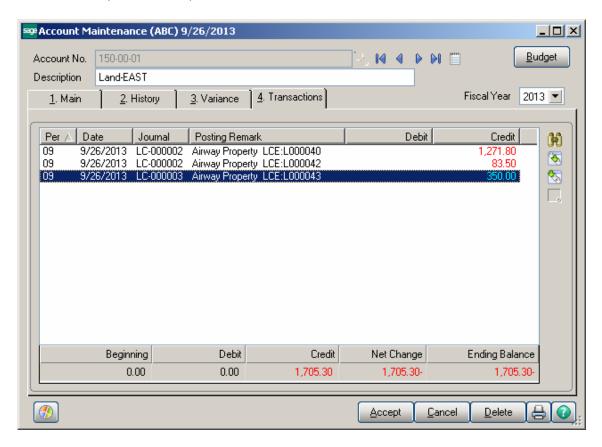


The amounts of the items registered as In-Transit, are posted back from the Lines G/L accounts of the Purchase Order.

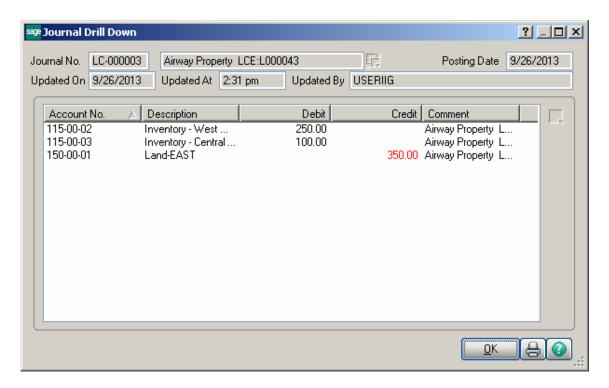
The following are transactions of these accounts (the postings of the Landed Cost Entry are selected):



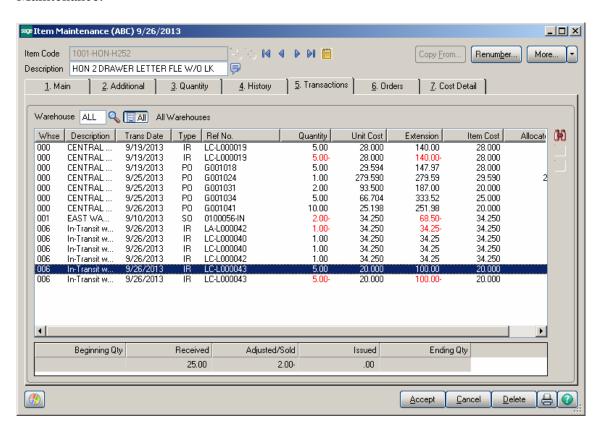
The sum of these amounts is posted to the Landed Cost Clearing account specified in the Product Line Maintenance (selected line):



Click the **Journal Zoom** button to view the **Journal Drill Down** for that selected transaction:



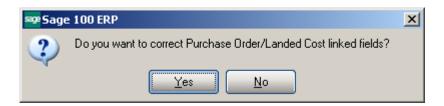
The In-Transit transactions can be viewed from the Item Maintenance.



#### **Correct Purchase Order/Landed Cost Link**

The Correct Purchase Order/Landed Cost Link utility has been added under the Purchase Order Utilities

Menu. This utility is intended for scanning the
PO\_PurchaseOrderDetail file and cleaning the ALC fields if there are not associated Landed Cost Entries on file.



The following message appears if there is any open entry which uses Purchase Order and Landed Cost Header/detail tables:



After closing the open entries just press OK to proceed with correction.

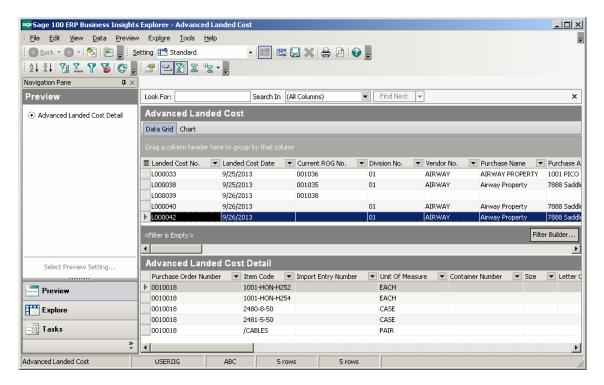


# **Business Insights - Explorer**

#### Landed Cost View

Select the **Landed Cost View** from the Business Insights Explorer menu.

The **Landed Cost Entry Header** and **Lines** data is displayed in the Landed Cost Data View grid.



Select a row to preview the Landed Cost Entry lines in the Landed Cost Detail grid.

The **Landed Cost View** can be run also from the **Purchase Order Explore** menu.