How to Create a Recipe

The following will guide you through the process of creating a Recipe.

- 1. Before you proceed with the succeeding steps, make sure that:
 - a. Ingredients are properly configured, see How to Add Inventory Type Item to be used as Ingredient in a Recipe.
 - b. Finished Good item is properly configured, see How to Add Item Finished Good Type.
- 2. From Inventory > Maintenance > click on Recipe. If you are From Manufacturing > Maintenance > click on Recipes.
- 3. The Search screen for Items will be shown. Click New toolbar button.

▲ If this is the first record you are creating, it will automatically open a new Recipe screen.

- 4. This will open a new Recipe screen.
- 5. In the **Details tab**, fill in or select the ff.

Recipe - AB1 - A	B1													
Details Substitute Activides (0) Attachments (0) Audit Log (0)										_				
Customer	Apple Spice Sales	~	Version *			1	Туре	By Quantity			 Cost Type 		~	
Recipe Name	AB1		Quantity 🔺			1	Farm				✓ Margin By		~	
Location	0001 - Fort Wayne	~	UOM	lb1			One Line Print				✓ Margin			
Item No	AB1	Q	Process	Blending		~	Active	~			Discount (96)			
Add Input Iter	m													
× Remove	∽ Move Up – ⊽ Move D	own Report 88	View Filter	(F3)										5.7 2 V
Group Nar	me Item No*	Description			Quantity	UOM	Lower	Tolerance (* Up	pper Tolerance (Shrinkage (%)	Scaled	Substitute	Consumpt	tion Method
	A1	A1 desc			0.6	Ib1		0	0	0			FIFO	
~	B1	B1 desc			0.4	lb1		0	0	(FIFO	
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Item No	Description		Quantity		Lower Toleran				(ve) Consur	nption Required	Cost Allocation Pe	rcentage (%)		
AB1	AB1 desc	\checkmark		1 161		0		0		\checkmark				

a. Select Customer.

By selecting a customer in the **Customer** field, you are making the recipe specific to the customer. This recipe will not be available to other customers, else make this blank.

- b. Enter Recipe Name.
- c. Select a Location.
- d. In the Item No field select the finished good item.
- e. In the Quantity field enter the Quantity to produce/manufacture.
- f. In the Process field select the manufacturing process defined from your finished good item.
- g. In the Type field select how do you want the proportion of your ingredients be calculated, either By Percentage or By Quantity.
- h. In the Add Input Item grid, select your ingredients.

Recipe - AB1 - AB1 - AB1												
Details Substitute Activities (0) Attachments (0) Audit Log (0)												
Customer	Apple Spice Sales	~ V	ersion *		1	Туре	By Quantity		 Cost Type 		~	
Recipe Name 🔺	AB1	ç	uantity 🔺		1	Farm			 Margin By 		~	
Location	0001 - Fort Wayne	~ U	OM Ib1			One Line Print			 Margin 			
Item No	AB1	Q, P	rocess Bler	ending	~	Active	~		Discount (%)			
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Group Name	e Item No*	Description		Quantity	UOM	Lower	Tolerance (* Upper	Tolerance (Shrinkage (9) Scaled	Substitute	Consumption Me	ethod*
	A1	A1 desc		0.	.6 Ib1		0	0	0		FIFO	
	B1	B1 desc		0.	.4 lb1		0	0	0 🔽		FIFO	
4												
<u> </u>					1							-
Add Output Iten × Remove Rep		(52)										6.7 6.9
Item No		Mandatory	Quantity U	UOM Lower Tole	rance (%)	Upper Tolerance ((6) Scrap (96)	Consumption Require	Cost Allocation Pe	rrentare (%)		К.Я
AB1	AB1 desc		1 10		0		0		Cost Allocation Pe	reentage (10)		
	ADTOESC	×	1 10	101	0		0	×				

- i. In the Item No field select the item that will serve as your ingredient in a the recipe.
- ii. In the Quantity field,
 - 1. If **Quantity** is selected from Type field in the header, then enter the quantity needed to make the recipe.
 - 2. If Percentage is selected from the Type field in the header, then enter the percentage to make the recipe.
- iii. In the Consumption Method, select from the following consumption methods:
 - 1. By Location
 - 2. By Lot
 - 3. FIFO
 - 4. None
- iv. The Valid From field is defaulted to first day of Fiscal Year. Select any date as necessary.
- v. The Valid To field is defaulted to last day of Fiscal Year. Select any date as necessary.
- vi. Fill in or select other information as needed.

i. The Add Output Item grid will automatically show the finished good item selected from Item No in the header.

Details Substitute Activities (0) Attachments (0) Audit Log (0)										
Customer Appl	Spice Sales	~ Version	Туре	By Quantity		 Cost Type 		~		
Recipe Name 🔺 AB1		Quantity	/ •	1	Farm			 Margin By 		~
Location 0001	- Fort Wayne	~ UOM	lb1		One Line Print			 Margin 		
Item No AB1		Q, Process	Blending	~	Active	~		Discount (%)		
Add Input Item										
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Group Name	Item No*	Description		Quantity UOM	Lower	Tolerance (⁶ Upper T	olerance (Shrinkage (%)	Scaled	Substitute	Consumption Method*
	A1	A1 desc		0.6 lb1		0	0 0	V		FIFO
~	B1	B1 desc		0.4 lb1		0	0 0) 🗸		FIFO
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Add Output Item										
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Item No			antity UOM	Lower Tolerance (%)	Upper Tolerance (6) Scrap (96)	Consumption Required	Cost Allocation Per	centage (%)	5.2
AB1	AB1 desc	2	1 161	0		0	~		0.1.1	
		hd								

- j. Click Save. k. Click Close.

Navigate to Manufacturing --> Recipes. <u>Recipe Manager screen is loaded.</u>

Image: New View Refresh Close Isourt • ? ? Filter Records (F3) 18 records Item No Description Quantity UOM Version No Active Location Work Center Process Name Customer	
Item No Description Quantity UOM Version No Active Location Work Center Process Name Customer	
10001 WM Milk Cow Tr 2000 pound 1 Pinnacle Premix Mixer Mfg Cell Mixer Process 1000076	
10002 WM ADE Premix 2000 pound 1 V Pinnacle Premix Mixer Mfg Cell Mixer Process 1000076	
10004 WM Selenium 0 2000 pound 1 Pinnacle Premix Mixer Mfg Cell Mixer Process 1000076	
10003 WM Calf Trace 2000 pound 1 V Pinnacle Premix Mixer Mfg Cell Mixer Process 1000076	
10039 Cobalt Sulfate 2000 pound 1 V Pinnacle Premix Mixer Mfg Cell Mixer Process 1000076	
10061 Vitamin D3 Sup 2000 pound 1 Vitamin C3 Sup 2000 pound 1 Vitamin C3 Sup	
🔟 10084 Premix Flush # 2000 pound 1 📝 Pinnacle Premix Mixer Mig Cell Mixer Process 1000076	

Click on New button.
 Recipe detail screen is loaded.

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Details Substitute											
tem No:		¥	Description:				Process:		¥	Imp. Override:	
ersion:			Customer:			¥	Location:		v	Auto Blend:	
uantity:			Farm:			¥	Mfg. Cell:		v	Active:	V
OM:			Field:			¥	Cost Dist. Method:		v		
Add Input Item											
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	Item No	Description				Quantity	UOM	Lower Toleranc	Upper Toleran	Shrinkage	(%)
	Item No	Description				Quantity	UOM	Lower Toleranc	Upper Toleran	Shrinkage	(%
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	Item No	Description				Quantity	UOM	Lower Toleranc	Upper Tolerand	Shrinkage	
4	Item No	Description				Quantity	UOM	Lower Toleranc	Upper Toleran	Shrinkage	
Add Output Item						Quantity	UOM	Lower Toleranc	Upper Tolerans	Shrinkage	
Add Output Item	out • 🍸 Filter	r Records (F3)					UOM				
Group Name Add Output Item Remove Item No It				Q	uantity		UOM		Upper Tolerand	Shrinkage Upper T)

5. Entering the Recipe Header details

A. Select the Item No from the drop down.

Item No:	10001	✓ Description: WM Milk Cow Trace Mine
Version:	Item No	Description
Quantity:	10037	Biotin 2%
~ ,	10042	Calcium Iodate 63.5%
UOM:	10038	Thiamine Mononitrate 99%
Add Input Item	10039	Cobalt Sulfate 7.5% - Bulk
C Remove H Lay	10040	Vitamin B12 Supplement 1%
	10041	Folic Acid 95%
Group Name	10051	Magnesium Oxide 54%
	10052	Rice Hulls
	10036	Calcium Pantothenate
	10035	Choline Chloride 60%
	10034	Riboflavin Supplement 80%
	10033	Niacin 99%
•	10029	Ferrous Sulfate 30% 👻 🚽

6. Select the Process from the drop down.
 7. Select the Customer from the drop down.
 8. Select the Location from the drop down.
 9. Enter the Quantity.
 10. Select the Mfg. Cell from the drop down.