

How do I close a Work Order?

1. After you have consumed the input lot and produced the FG lot and other by product lots, go to work order management screen and open the required Work Order.

The screenshot shows the 'Work Order Management' application window with the 'Details' tab selected. The window has a toolbar with icons for New, Save, Search, Delete, Undo, Release, Start, Pause, Close Order, and Close. Below the toolbar are tabs for Details, Consumption Details, Cycle Count, Production Details, Specification, and Yield. The main area contains various fields for work order information:

WIP Location:	WIP Sub Location	Required Date:	06/26/2015
Work Order No:	WO-8	Transfer To:	FG Storage Location
Order Date:	06/26/2015	Qty Produced:	3,000.00
Item No:	10148	Status:	Started
Description:	WM ADE Premix - Large 50lb Bag	Customer:	Western Milling, LLC
Type:	Make To Order	Sales Order:	
Ingredient Available:	<input type="checkbox"/>	Sales Rep:	
Parent Work Order:		Planned Date:	06/26/2015
Execution Order:	2	Planned Shift:	Shift2
Vendor Lot No:		Remarks:	
Lot No:		Special Instructions:	
Department Code:			
Production Line:	Bag Line Mfg Cell		
Quantity:	1,111.00		
UOM:	pound	Supervisor:	SSIADMIN

The status bar at the bottom shows 'Ready' and 'Page 1 of 1'.

2. Go to Consumptions details to see the lots which are consumed

The screenshot shows the 'Work Order Management' application window with the 'Consumption Details' tab selected. The window has a toolbar with icons for New, Save, Search, Delete, Undo, Release, Start, Pause, Close Order, and Close. Below the toolbar are tabs for Details, Consumption Details, Cycle Count, Production Details, Specification, and Yield. The main area shows a table of consumed lots:

Consumed Date	Consumed Shift	Input Item No.	Description	Lot ID	Quantity	UOM	Consumed From	Reversed
29-Jun-2015	Shift2	10002	WM ADE Premix - Bulk	LOT-1050	449.00	pound	Production Line	<input type="checkbox"/>

3. Go to Production Details tab to see all the lots produced.

The screenshot shows the 'Work Order Management' application window with the 'Production Details' tab selected. The window has a toolbar with icons for New, Save, Search, Delete, Undo, Release, Start, Pause, Close Order, and Close. Below the toolbar are tabs for Details, Consumption Details, Cycle Count, Production Details, Specification, and Yield. The main area shows a table of produced lots:

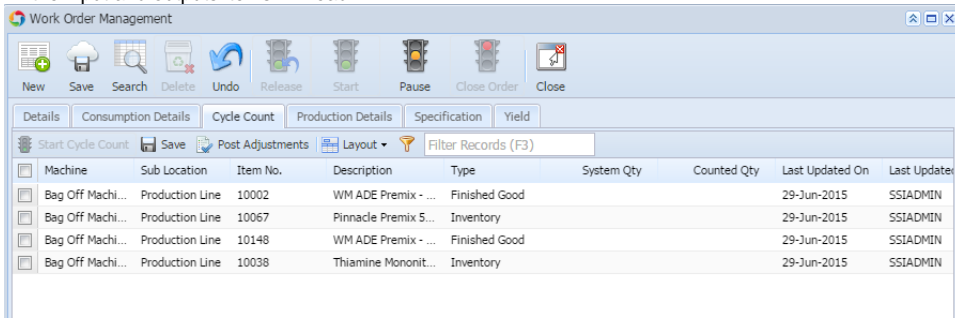
Item No.	Description	Production Date	Shift	Lot ID	Quantity	UOM	Container	Storage Bin	Reversed
10148	WM ADE Premix - Large 50...	29-Jun-2015	Shift2	LOT-1115	1,000.00	pound		FG Storage Loc...	<input type="checkbox"/>
10148	WM ADE Premix - Large 50...	29-Jun-2015	Shift2	LOT-1116	2,000.00	pound		FG Storage Loc...	<input type="checkbox"/>

4. Go to Start Cycle Count tab and click on start Cycle Count

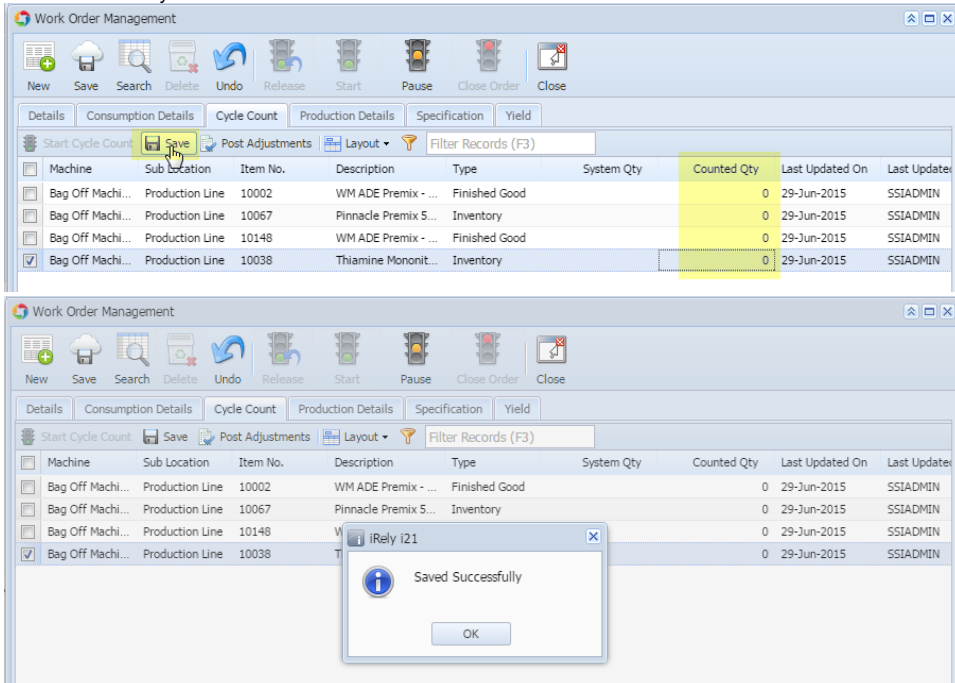
The screenshot shows the 'Work Order Management' application window with the 'Cycle Count' tab selected. The window has a toolbar with icons for New, Save, Search, Delete, Undo, Release, Start, Pause, Close Order, and Close. Below the toolbar are tabs for Details, Consumption Details, Cycle Count, Production Details, Specification, and Yield. The main area shows a table for cycle counting:

Machine	Sub Location	Item No.	Description	Type	System Qty	Counted Qty	Last Updated On	Last Update
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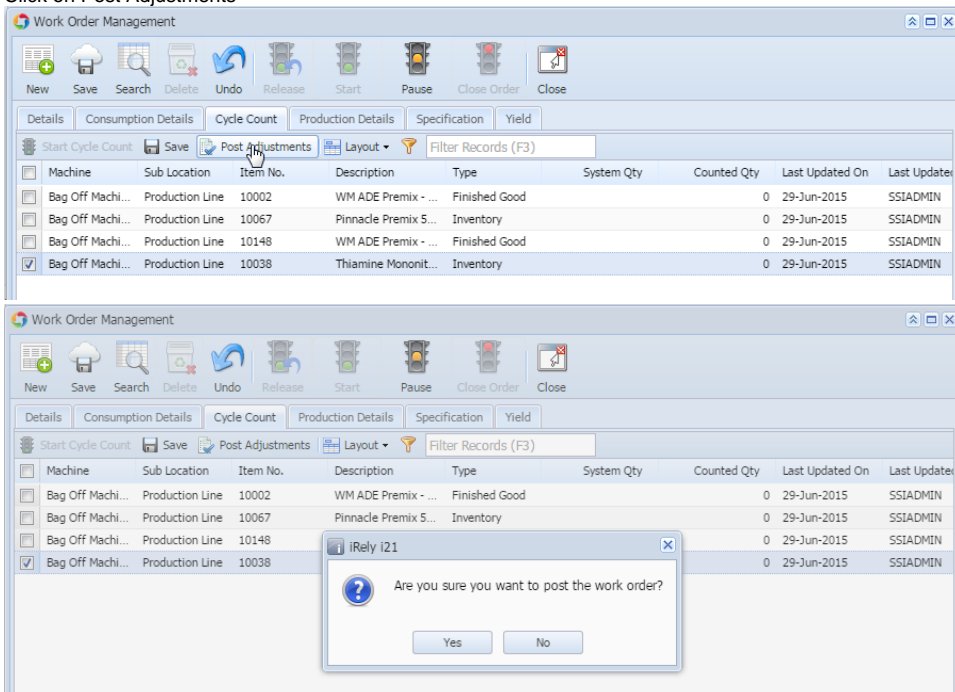
5. All the input and outputs items will load.



6. Enter Counted Qty and click on Save

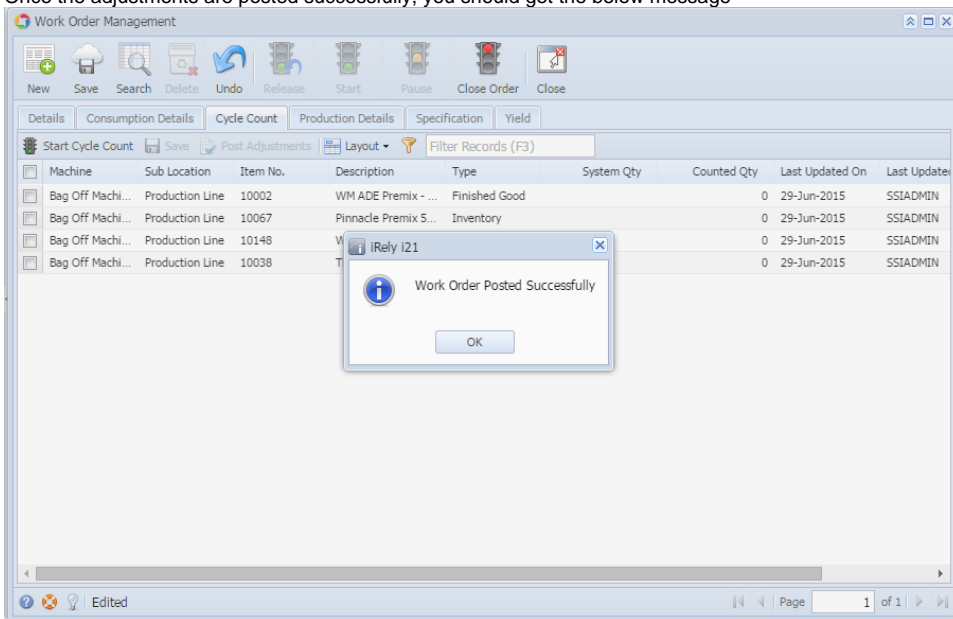


7. Click on Post Adjustments



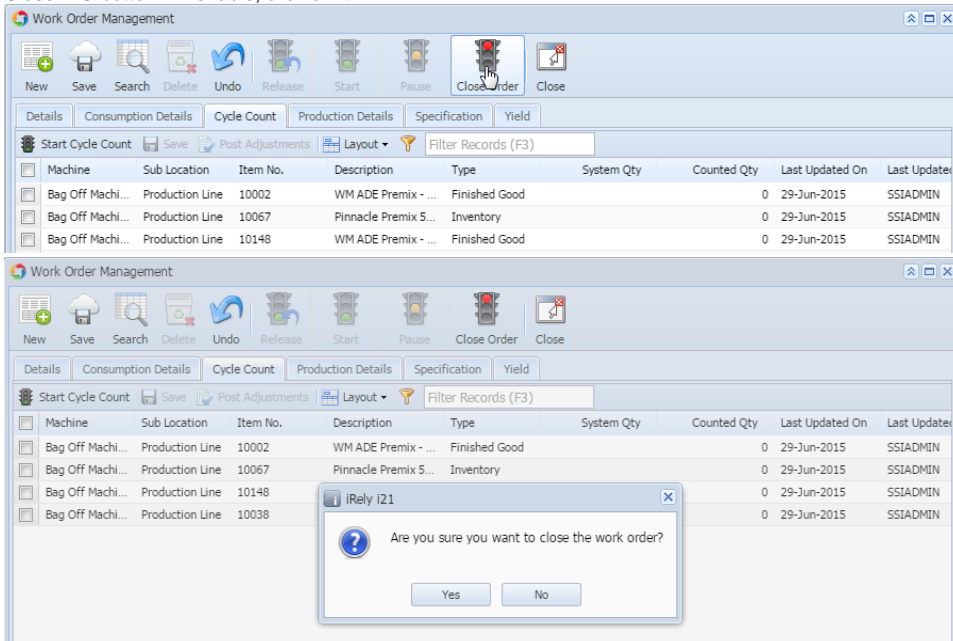
8. Click on Yes.

9. Once the adjustments are posted successfully, you should get the below message



10. Click on OK

11. Close WO button will enable, click on it.



12. Click on Yes

13. Work Order will be closed and removed from WO Management screen.