

How to create a new Pick Lot?

Here are the steps on how to create a Pick Lot:

- 1. Go to **Logistics module> Pick Lots**. If there's an existing Pick Lots batch, **Search Pick Lots** screen will open. Otherwise, **New Pick Lots** screen will open automatically.
- 2. Click on the new button of Pick Lot search screen and a new fresh Pick Lots screen will open.

Pick Lots

NewSaveSearchDeleteUndoFetchPickClose

Details

Reference No:

Created on Save

Location:

Coffee Traders

Weight Unit:

Pick Date:

03/22/2016

Commodity:

Origin:

Customer:

Warehouse:

Item:

Pick

Picked

Audit Log (0)

Comments (0)

Sales Orders

Layout

Filter Records (F3)

SO Number	SO Seq	PO Number	PO Seq	Origin	Item	Position	Alloc. Qty	Available	Pick Qty	UOM	Weight	End Period
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Inventory Lots

Layout

Filter Records (F3)

Lot Number	Receipt No.	PO Number	PO Seq	Item	Mark	Container No.	Available	Pick Qty	UOM	Weight	Status
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- 3. Select the Pick Date, Customer, Location, Commodity, Warehouse, Weight unit, Item in the header portion. (**Note-** The Pick Lot Ref# will be system generated.)