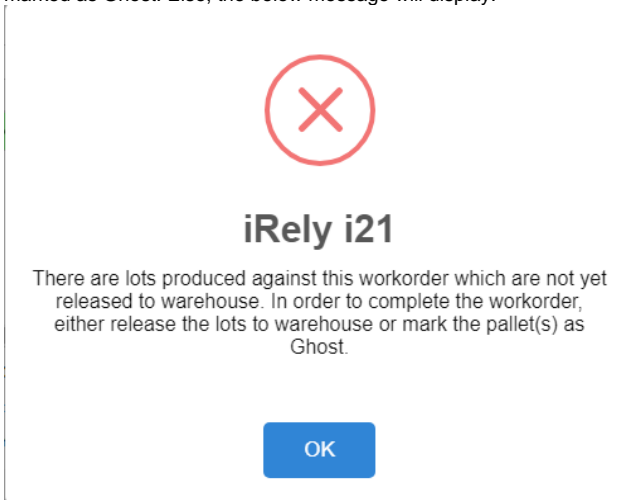


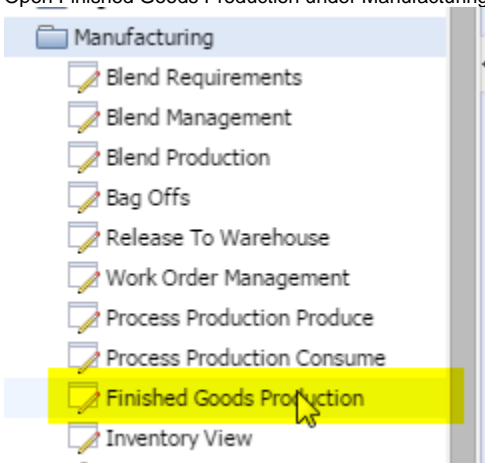
How to start a WO, Undo Start, Create pallet, Undo create pallet and Complete the Finished Goods workorder?

1. Open Finished Goods Production under Manufacturing Folder.
2. Finished Good production screen will be shown
3. Select the Production Line and WOs if any will load.
4. Usually Work orders will display in Released State.
5. If not started, click on Start button to start the Work Order. The status of the WO will be "Started".
6. Produced Qty will show the value based on calculation in Item Maintenance. It is the multiplication of Cases Per Unit with Unit per Cases.
7. If you have started the WO by mistake, you can always Undo by clicking on Undo Start button.
8. If you want to pause the started WO, then you can click on Pause button.
9. Click on Create Pallet button will produce pallet based on "Produced Qty Calculation"
10. After you click on Create Pallet button, a pallet/lot will be created as shown below. Based on produced qty, balance qty will get calculated automatically.
11. The status of the lot depends on the value of the attribute named "Produced Lot Status". If the value set is ACTIVE, then lots produced will be Active. If set as Quarantine, then produced lot will be automatically set as Quarantine.
12. If you produced a lot by mistake, then you can always undo it by clicking on Undo Create button. Undoing will make the Qty of the lot as zero and the lot will not show anymore in the Lot grid.
13. If a lot produced was a waste and of no use, you can mark it as Ghost by selecting the required lot and clicking on **Mark as Ghost** Status of the Lot will be On-Hold and Ghost check box will be ticked automatically, stating that the lot is marked as Ghost and also the button Mark as Ghost will display as "Undo Ghost". Undoing Ghost will make the lot as Quarantine.
14. Then you can continue to create pallets.
15. If you wish to complete the WO, then you can click on Complete button.
16. Before completing a WO, all the lots need to be in Active state. It can done by releasing the lot to warehouse. Whichever lots are waste, can be marked as Ghost. Else, the below message will display.



17. After finally all the lots are made active, click on complete button to complete the WO.

- Open Finished Goods Production under Manufacturing Folder.



- Finished Good production screen will open

The screenshot shows the 'Finished Goods Production' window. At the top, there are icons for Save, Refresh, Inventory, and Close. Below them is a 'Production Line' dropdown menu. A 'Filter Records (F3)' button is next to it. A table with the following columns is visible: Production Line, Work Order No., Item No., Description, Current Status, Quantit..., Balance Qty to Produce, UOM, Sch. Start Date, Due Date, D.E.O, and Comm. Below the table, there are input fields for Work Order No., Work Order Qty, Storage Bin, Item No., Produced Qty, and Print Pallet Slip. To the right of these fields are buttons for Start, Undo Start, Pause, Create Pallet, Undo Create, and Complete. At the bottom, there is a 'Pallet Lot Creation' section with buttons for Print Pallet Slip, Mark as Ghost, Quality Capture, and Lot Details. A table with columns Lot ID, Qty Produced, UOM, Status, and Ghost is also present.

- Select the Production Line and WOs if any will load.

The screenshot shows the 'Finished Goods Production' window with data loaded. The 'Production Line' dropdown is set to 'Packaging'. The table now contains one row: Packaging, WO-92, 10075, Taco Seasoning 50 LB, Released, 1000, 1000, 50 L..., 24-Jul-2015, 24-Jul-2015, 1. Below the table, the input fields are populated: Work Order No. is WO-92, Work Order Qty is 1,000, Storage Bin is Finished Goods, Item No. is 10075, Produced Qty is 60, and Print Pallet Slip is unchecked. The buttons for Start, Undo Start, Pause, Create Pallet, Undo Create, and Complete are still present. The 'Pallet Lot Creation' section at the bottom is also visible.

- Usually Work orders will display in Released State.
- If not started, click on Start button to start the Work Order. The status of the WO will be "Started".

The screenshot shows the 'Finished Goods Production' window with the 'Start' button highlighted in yellow. The 'Production Line' dropdown is still set to 'Packaging'. The table now shows the status of the Work Order as 'Started'. The input fields and buttons remain the same as in the previous screenshot.

- Produced Qty will show the value based on calculation in Item Maintenance. It is the multiplication of Cases Per Unit with Unit per Cases.

Work Order No: WO-92 Work Order Qty: 1,000 Storage Bin: Finished Goc

Item No: 10075 Produced Qty: 60 Print Pallet Slip: ☐

Description: Taco Seasoning 50 LB

Pallet Lot Creation

Print Pallet Slip Mark as Ghost Quality Capture Lot Details

Lot ID	Qty Produced	UOM	Status	Ghost

- If you have started the WO by mistake, you can always Undo by clicking on Undo Start button.

Start Undo Start Pause Create Pallet Undo Create Complete

Product Specs Route Status BOM

Save Delete Print Specification Print GTIN View Authorization

Parameter Value

- If you want to pause the started WO, then you can click on Pause button.

Start Undo Start Pause Create Pallet Undo Create Complete

Product Specs Route Status BOM

Save Delete Print Specification Print GTIN View Authorization

Parameter Value

- Click on Create Pallet button will produce pallet based on "Produced Qty Calculation"

Start Undo Start Pause Create Pallet Undo Create Complete

Product Specs Route Status BOM

Save Delete Print Specification Print GTIN View Authorization

Parameter Value

- After you click on Create Pallet button, a pallet/lot will be created as shown below. Based on produced qty, balance qty will get calculated automatically.

Production Line: Packaging

Production Line	Work Order No.	Item No.	Description	Current Status	Quantit...	Balance Qty to Produce	UOM	Sch. Start Date	Due Date	D.E.O	Comm
Packaging	WO-92	10075	Taco Seasoning 50 LB	Started	1000	940	50 L...	24-Jul-2015	24-Jul-2015		1

Work Order No: WO-92 Work Order Qty: 1,000 Storage Bin: Finished Goc
 Item No: 10075 Produced Qty: 60 Print Pallet Slip: ☐
 Description: Taco Seasoning 50 LB

Pallet Lot Creation

Lot ID	Qty Produced	UOM	Status	Ghost
LOT-1261	60.00	50 lb bag	Active	<input type="checkbox"/>

- The status of the lot depends on the value of the attribute named "Produced Lot Status". If the value set is ACTIVE, then lots produced will be Active. If set as Quarantine, then produced lot will be automatically set as Quarantine.
- If you produced a lot by mistake, then you can always undo it by clicking on Undo Create button. Undoing will make the Qty of the lot as zero and the lot will not show anymore in the Lot grid.

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Start Undo Start Pause Create Pallet **Undo Create** Complete

Product Specs Route Status BOM

Save Delete Print Specification Print GTIN View Authorization

Parameter Value

- If a lot produced was a waste and of no use, you can mark it as Ghost by selecting the required lot and clicking on **Mark as Ghost**

Work Order No: WO-92 Work Order Qty: 1,000 Storage Bin: Finish
 Item No: 10075 Produced Qty: 60 Print Pallet Slip: ☐
 Description: Taco Seasoning 50 LB

Pallet Lot Creation

Print Pallet Slip **Mark as Ghost** Quality Capture Lot Details

Lot ID	Qty Produced	UOM	Status	Ghost
LOT-1261	60.00	50 lb bag	Active	<input type="checkbox"/>

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Are you sure you want to mark the pallet as Ghost?

Yes No

Work Order No: WO-92 Work Order Qty: 1,000 Storage Bin: Finishe

Item No: 10075 Produced Qty: 60 Print Pallet Slip: ☐

Description: Taco Seasoning 50 LB

Pallet Lot Creation

Print Pallet Slip Undo Ghost Quality Capture Lot Details

Lot ID	Qty Produced	UOM	Status	Ghost
LOT-1261	60.00	50 lb bag	On Hold	<input checked="" type="checkbox"/>

Status of the Lot will be On-Hold and Ghost check box will be ticked automatically, stating that the lot is marked as Ghost and also the button Mark as Ghost will display as "Undo Ghost". Undoing Ghost will make the lot as Quarantine.

Work Order No: WO-92 Work Order Qty: 1,000 Storage Bin: Finished

Item No: 10075 Produced Qty: 60 Print Pallet Slip: ☐

Description: Taco Seasoning 50 LB

Pallet Lot Creation

Print Pallet Slip Mark as Ghost Quality Capture Lot Details

Lot ID	Qty Produced	UOM	Status	Ghost
LOT-1261	60.00	50 lb bag	Quarantine	<input type="checkbox"/>

- Then you can continue to create pallets.

Work Order No: WO-92 Work Order Qty: 1,000 Storage Bin: Finished Go

Item No: 10075 Produced Qty: 60 Print Pallet Slip: ☐

Description: Taco Seasoning 50 LB

Pallet Lot Creation

Print Pallet Slip Mark as Ghost Quality Capture Lot Details

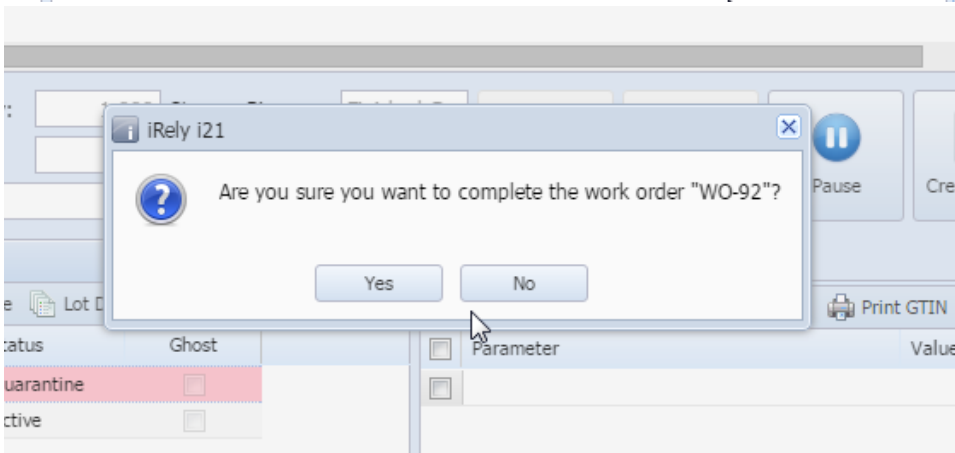
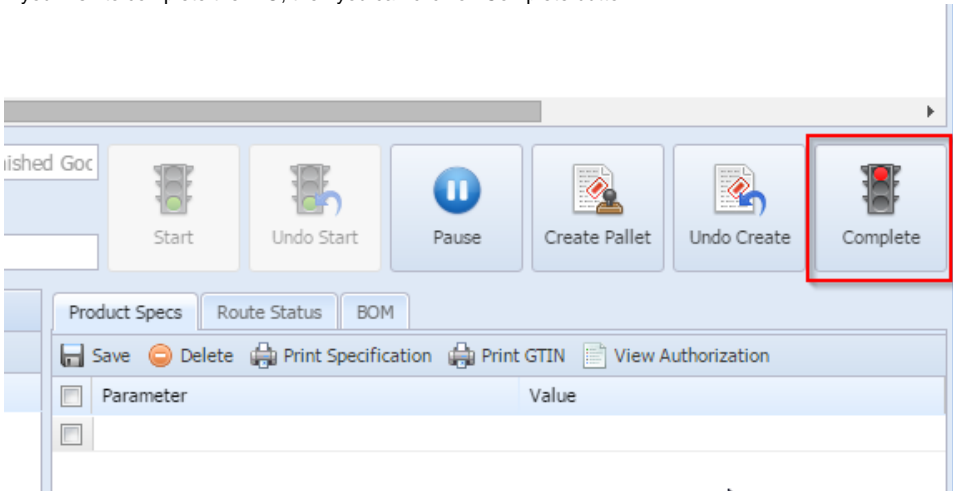
Lot ID	Qty Produced	UOM	Status	Ghost
LOT-1261	60.00	50 lb bag	Quarantine	<input type="checkbox"/>
LOT-1262	60.00	50 lb bag	Active	<input type="checkbox"/>

Product Specs Route Status BOM

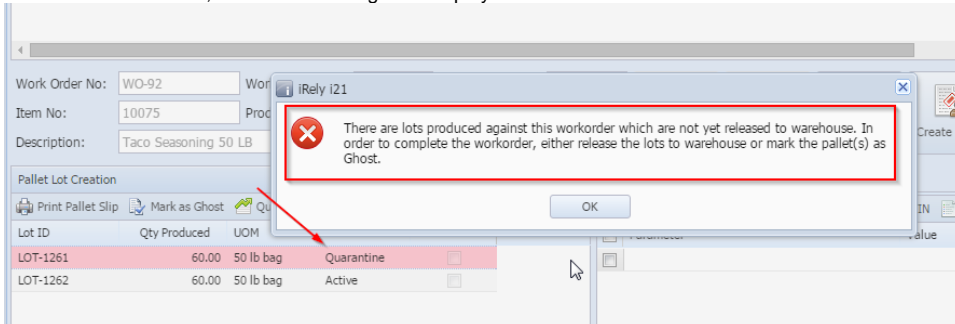
Save Delete Print Specification Print GTIN View Authorization

Parameter Value

- If you wish to complete the WO, then you can click on Complete button.



- Before completing a WO, all the lots need to be in Active state. It can be done by releasing the lot to warehouse. Whichever lots are waste, can be marked as Ghost. Else, the below message will display.



- After finally all the lots are made active, click on complete button to complete the WO.