# **Open Call Entries**

Consumption Site Search screen > Open Orders display the lists of active sites that has open call entries.

Here is how to view the open order details.

1. Open the Consumption Site Search screen and navigate to Open Orders tab. Customer, order and product details will be displayed.

Close	Cos												
Cons	sumption Sites Open Orders Work Order Leak/Gas Check Inactive Sites And all the Toms												
D o	en Selected 🕞 Ex	port • 🔲 Columns • 🔠 Vie		es 💮 Export Prices 💮 Export Quar	obles 💮 Least Cost Routing 💮 Pr	rint Tickets							33 records
٩	ocation ~	Contains Y		Add Filter									X Clear Fitters
L	ocation	Customer Number + Custome	Name Site Number	Description	Address	City	Driver	Order Status	Priority	Call In Date	Requested Date	Dispatch Date	Product
	001-Fort Wayne	000000020 Meredith	Srey 0001	Test Site	1611 Plummer Street	Los Angeles	jeff the Driver	Generated		01/04/2019	01/06/2019		Propane

2. Filter specific records using the Advance Filter (magnifying glass icon) to list the records needed for the report.

Close						
Consumption Sites Open O	ders Work Order Leak/Gas	Check Inactive Sites	Find all the Toms			
Dpen Selected 🕞 Export	•	$\hat{\varsigma}^{n}_{u \vartheta}$ Recalculate Prices	$\left\{ \stackrel{n}{\underset{\scriptstyle 0}{\overset{\scriptstyle 0}{\atop 0}}{\overset{\scriptstyle 0}{\overset{\scriptstyle 0}{\overset{\scriptstyle 0}{\overset{\scriptstyle 0}{\atop 0}}{\overset{\scriptstyle 0}{\overset{\scriptstyle 0}{\overset{\scriptstyle 0}{\overset{\scriptstyle 0}{\overset{\scriptstyle 0}{\overset{\scriptstyle 0}{\atop }}{\overset{\scriptstyle 0}{\overset{\scriptstyle }{\atop 0}{\overset{\scriptstyle 0}{\overset{\scriptstyle 0}{\overset{\scriptstyle 0}{\atop }{\atop \\ 0}{\overset{\scriptstyle }{\overset{\scriptstyle }{\atop }}{\overset{\scriptstyle }{}}}{\overset{\scriptstyle }{\overset{\scriptstyle 0}{\overset{\scriptstyle 0}{\atop }}{\overset{\scriptstyle 0}{\overset{\scriptstyle 0}{\overset{\scriptstyle 0}{\atop }{\atop \\ }}{\overset{\scriptstyle }{\overset{\scriptstyle }{}{\atop }{\atop }}{\overset{\scriptstyle }{}}{\overset{\scriptstyle {}}{\overset{\scriptstyle 0}{\overset{\scriptstyle }{}{}}{\overset{\scriptstyle }{}}{\overset{\scriptstyle }{}}{\overset{\scriptstyle {}}{\atop }{\overset{\scriptstyle }{}}{}}{}}}{}}}}}}}}}}}}}}}}}}}}}$	င့္မ်ိဳး Export Quantities	င်္မို့ Least Cost Routing	😳 Print Tickets
Requested Date Y Be	tween ~ 01/01/2019	and 01/31/2019	🗐 🕂 Add Filt	er		

3. Select the record on grid and click Export button. The report can be exported and viewed via CSV, Text, Excel or PDF file.

CSV (Comma Delimited)
Text (Tab Delimited)
Excel
PDF

4. Below is the preview of the report as exported via PDF:

Sites								iRely LLC Tuesday, January B, 201											
Customer Number Cus 0000000020 Men	stomer Name redith Grey	Site Number 0001	Description Test Site	Address 1611 Plummer Street	City Los Angeles	Driver Jeff the Driver	Order Status Generated	Priority	Call In Date 04/01/2019 12:00:00 AM	Requested Date 1/6/2019 12:00:00 AM	Dispatch Date	Product Propane	Percent Left 60	Quantity 00	Price 200	Total 1.350000	Entered By 283.50 irelyadmin	Comments test	Leak Check False

### A Note

Open Call Entries report has been obsoleted in 15.4 and higher version. Information that is being displayed by the report can be filtered in **Cons** umption Site Search screen > Open Orders tab.

This report will display the lists of active sites that have open call entries.

Here is how to use and preview this report.

#### 1. Open Report Parameters screen of Open Call Entries report.

Report Parameters - Open Ca	II Entries						^ □ ×
Preview Defaults Save Clos	se						
X Remove 🔠 Layout 🛛	Filter Records (F3)				Report Options		
Field Name	Condition	From	То	Join	Description		Apply
Desired Quantity	Between			And			
Product Id	Between			And			
Substitute Product Id	Between			And			
Requested Date	Between			And			
Driver ID	Between			And			
Call In Date	Between			And			
Entered By	Equal To			And			
					Sort Options		
					× Remove Filter:		
					Sort Field Name	Sort Directio	n
						Ascending	
🕐 🕼 💡 🖂 Ready							

- 2. Fill out report's parameter section.
   Desired Quantity This filter refers to the Desired Quantity field of Consumption Site's Call Entry tab. This is a user input field.
   Product ID You can select from the combo box list, or type one in. Use this to filter the report by consumption site's product.
   Substitute Product You can select from the combo box list, or type one in. This filter refers to the Substitute Product on Consumption Sites' Call Entry tab.

  - Requested Date You can use the date picker button to select a date, or manually type one in.
    Driver ID Shows driver shown in the Driver combo box on the Site tab on the Consumption Site screen. You can use the combo box button to select a value, or manually type one in.
  - Call In Date You can use the date picker button to select a date, or manually type date.
  - Created By This field is a user input. You can use this field to type in the User's ID who created the Call Entry.

Preview the report by clicking the **Preview** toolbar button. Preview Task List form will display and will be followed by the report which looks like this:

Preview Task	c List				^ X
× Remove	🗋 Archive	문 Layout Q	Filter Recor	ds (F3)	
Report Na	ame		Status	Download	Details
Open Call	Entries		t a	<u>.+</u>	

## **Open Call Entries**

i21 Demo Setup Company(Source)

Monday, April 25, 2016 03:59:57 PM

Customer Number	Name	Consumption Site Number	Address	Description
0001005078	Customer A	0001	1234 Main St., Fort Wayne, IN, 46801	Tank A
	Product: LPG Propane	Substitute Pr	roduct: [	Desired Quantity: 0.00
	Driver: 0001005080 Customer C	Requested [	Date: 04/25/2016	
	Comments: sample call entry			
	Call In Date: 04/25/2016	Created By:	irelyadmin	

	Pa	arameters		
Desired Quantity	From		То	
Substitute Produc Id	r From		То	
Substitute Produc Id	r From		То	
Requested Date	From		То	
Driver ID	From		То	
Call In Date	From		То	
User Name	From		То	

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🛜 R	Report Parameters - Open Call Entries										
Pre	view Defaults Save	Close									
0	Remove   💡 Filter Rec	ords (F3)	Report Options								
	Field Name	Condition	From	То	Join	Description	Apply				
	Desired Quantity	Between			And						
	Product Id	Between			And						
	Substitute Product Id	Between			And						
	Requested Date	Between			And						
	Driver ID	Between			And						
	Call In Date	Between			And						
	Entered By	Equal To			And						
						Sort Options					
						Remove Filter:					
						Sort Field Name	Sort Direction				
							Ascending				
0	🧕 🤉 Ready										

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Preview Ta	SK LIST				
C Remove	Archive	Filter:		×	
Report Na	me		Status	Download	Details
Open Call	Entries		٢		
2					
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Report Viewer Open Call Entries 🛞					
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Report Viewer Open Call Entries (*) (*) Open Call E Tuesday, March 24, 01:16:49 PM	Entries	Page 1	▼ of 1 F	odf 🔹 💽 🚺	d Ag Co

Customer Number	r Name		Site Number	Address	Description
000000010	000000010 UNIOIL PETROLEUM		0001	MAIN STREET, CAMBRIDGE, 1 55008	MN, Sample Site
	Product: 1130 USE	PROPANE - HOME	Substitute P	roduct:	Desired Quantity: 0.00
	Driver: CO Comp Comments: This is	any s a sample call entry.	Requested I	Date: 03/24/2015	
	Call In Date: 03/24	4/2015	Created By:	AGADMIN	

	Pa	arameters		
Desired Quantity	From		То	
Substitute Produc Id	t From		То	
Substitute Produc Id	t From		То	
Requested Date	From		То	
Driver ID	From		То	
Call In Date	From		То	
User Name	From		То	