

## **Back Orders by Part Number**

**PROGRAM NAME:** INORDREQ

**MENU OPTION TITLE:** Back Orders by Part Number

**MAIN MODULE:** PARTS/RPTS GENERAL

**HELP KEY ACTIVE:** NO

### **PROGRAM OVERVIEW**

The output of this report is critical data any manager needs, to monitor inventory levels. Information is pulled from active work orders and unshipped orders and fed into the {RAW}, {WIP}, {FIN}, {ASSIGNED}, and {ON ORDER} fields. Net Stock is calculated by adding RAW/WIP/ and FIN quantities, less ASSIGNED. We have also supplied this report with {REORDER POINT} and {FULL STOCK LEVEL} quantities. Now you can compare Net Stock against Minimum and Maximum levels to see if you have enough inventory or too much on hand.

NOTE: We recommend that this report be sent to a wide carriage printer due to the width of the printout.

### **PROGRAM OPERATION**

**SELECT REPORT GROUP or RETURN FOR ALL:** You can select the output by a valid Grouping Code or print the entire list. Simply type in a valid Grouping Code or press <ENTER> for the complete list. Follow the directions on the screen to print the report or type <Q> to quit.

**ENTER VENDOR ID or RETURN FOR ALL:** If you would like the report to include all vendors, press <Enter>. Otherwise, please enter a Vendor ID.

**ENTER BEGINNING PART #:** This is the beginning part number you would like to have in the report.

**ENTER ENDING PART #:** This is the ending part number you would like to have in the report.

**ENTER PRINTER # TO USE:** Enter the Printer Number you would like to use. If you do not remember the number, use the <F3> key.

**We are now ready to print the selected report. Please press any key when you have a printer assigned and the paper loaded. PRESS <Q> TO ABORT THIS PRINTING REQUEST.**