

Category	Inventory
Course	Ordering
Version	1.0
Client	Generic
Software	2.13.104.3

Hints and Tips

- ✓ Contact your Supervisor if you can't access this function.
- ✓ **Presentation Quantity (PQ)** is the number of shelf facing's to 'look presentable' – e.g. two deep per facing.
 - You don't have to set a multiple of the case quantity.
 - Edit PQ as layout changes, or during a season transition until average daily sales catches up (or edit the order instead).
 - Your auto-ordering may be set to ignore products with [o] PQ.
- ✓ **Desired Stock Levels (DSL)** is the quantity of stock (units) that you want to replenish back to. Once the SOH falls half a case or more below the DSL, SUREfire suggests an automatic order of [DSL – SOH – SOO + o/override].
 - Include any **presentation quantity** in the value entered.
- ✓ **Order Override** is a one-off extra number of **cases** added to the next automatic order based on DSL. This is useful when ordering for promotions. For example, if:
 - C.Qty = 12 units, DSL = 36 units
 - Order O/ride = 8 cases
 - SOH = 0 units
 - Suggested order is 11 cases.
- ✓ **Oversupply/Owing units:** SOH minus DSL; a negative value indicates that SOH is under the desired stock quantity.

✓ **Field definitions:**

Supp	default supplier's code
S/Code	ordering code for the default Supplier
SOO	Stock On Order (cases)
SOH	Stock On Hand (units)
UPP	Units Per selling Pack
C.Qty	units per order case

Presentation Quantity & Desired Stock

If you create an automatic order in the BOS based on:

- projected sales, you can adjust the suggested order to include **presentation quantities** you've set for products
- Desired Stock Levels (DSL), you must set a **desired stock** for every product you'll order using this method. You can also set a one-off 'artificial spike' **order override**.

Procedure to Set PQ, DSL, and Order Overrides

1.	From the main screen on the device, double-tap the SUREfire Internet program.											
2.	Enter your Operator ID and PIN , and press Login .											
3.	Press Auto-ordering .											
4.	Scan the EAN barcode or stock code on the product or ticket. <i>*Alternatively, key the code (or the TUN or the Manufacture Code) and press [>>] or Ent.*</i>											
5.	If required, press History to display the last 12 days or weeks unit sales. <i>*Refer to the PRO-2g View Product Details and History (Mobile) Fact Sheet.*</i> <i>*Press Back to return and continue.*</i>											
6.	<table border="1"> <tr> <th>To:</th> <th>Then:</th> </tr> <tr> <td>set a presentation quantity</td> <td>in the PQ field, enter the required units. <i>*If PQ is more than the DSL, the DSL also increases to match it.*</i></td> </tr> <tr> <td>set a desired stock quantity</td> <td>in the DSL field, enter the required units. <i>*If DSL is less than the PQ, the PQ also decreases to match it.*</i></td> </tr> <tr> <td>set an order override</td> <td>in the Order O/ride field, enter the required extra cases.</td> </tr> <tr> <td>cancel this product</td> <td>click in the EAN field. Return to step 4.</td> </tr> </table>	To:	Then:	set a presentation quantity	in the PQ field, enter the required units . <i>*If PQ is more than the DSL, the DSL also increases to match it.*</i>	set a desired stock quantity	in the DSL field, enter the required units . <i>*If DSL is less than the PQ, the PQ also decreases to match it.*</i>	set an order override	in the Order O/ride field, enter the required extra cases .	cancel this product	click in the EAN field. Return to step 4.	
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