

Track Special Orders with ease, and keep your customers happy with attentive service and successful follow-through.



DRS SO Tracker™ v2

for Microsoft® Retail Management System

DRS SO Tracker allows retailers to track special orders in Store Operations from initial order entry through delivery to the customer. SO (Special Order) Tracker runs within Store Operations POS while a Special Order Report in Manager can be used to monitor and manage orders. Users can also run SO Tracker in Manager or in standalone mode to view special orders in progress.

SO Tracker is designed to work with Store Operations or Store Operations in a HeadQuarters environment. SO Tracker is installed on all register PCs and any stations where specials orders are managed and tracked, such as Purchasing and Receiving stations.

A Special Order Report included with SO Tracker lists all orders in progress, indicating items to be ordered (work orders, layaways and backorders). This report helps manage to-do lists for purchasing, service, sales and delivery personnel.

Active Report: Special Order Report

**Tailspin Toys
Special Order Report**
Generated On 07/06/06

Type	Ord#	Customer	Acct#	Date	ILC	Description	Sales Rep	Prom	QOH	Avail	On PO	RTD	PO #	Placed	PO Status
B/O	7	Simpson, David	0000003	03/16/2006	100CL002002	Pajamas - Small Red Bears			2	3	-2	5	5 0000025	04/04/2006	Closed
B/O	8	Tibbot, Diane	0000002	03/17/2006	100CL002002	Pajamas - Small Red Bears			1	3	-2	5	5 0000025	04/04/2006	Closed
Lay	9	Simpson, David	0000003	03/26/2006	100CL001010	Pajamas - Small Yellow Bears			1	1	-10	1	1 0000025	04/04/2006	Closed
Work	10	Weber, Gregory	0000001	04/05/2006	5007R001	R/C Train			1	0	-1				
Work	11	Simpson, David	0000003	04/05/2006	405SP003	Soccer ball			4	0	-8	2	0 DS-0000002	05/15/2006	Open
Work	12	Weber, Gregory	0000001	04/05/2006	SO_4255550129	Special R/C Glider			3	0	-3				
Work	12	Weber, Gregory	0000001	04/05/2006	100CL001005	Pajamas - Small Blue Kitten			2	-2	-4				

SO Tracker™ POS

Database Setup About

Customer: Gregory Weber All Customers Phone: (425) 555-0129 Email: test@testing.com

Description: Custom widget Est. Price: 99.00 Qty: 1 Supplier: <Unassigned> Reorder Number: Add to Sale

<All Types> <All Items> SO items only Received items only Include stocked items

Date	Type	Customer	Description /	Size	Color	Style	Ordered	Recvd	Req	Avail	On PO	Price
05/15/06	WO20	Weber, Grego...	Pajamas - Medium Blue...	Medium	Blue	Moons	06/24/06	10	-10	30		\$12.99
04/05/06	WO12	Weber, Grego...	Pajamas - Small Blue Ki...	Small	Blue	Kitten		2	-4	24		\$12.99
04/05/06	WO12	Weber, Grego...	Pajamas - Small Blue M...	Small	Blue	Moons	04/05/06	2	6	0		\$12.99
05/15/06	WO19	Weber, Grego...	Pajamas - Small Yellow...	Small	Yellow	Bears	04/04/06		10	-10	30	\$12.99
04/05/06	WO10	Weber, Grego...	R/C Train					1	-1	12		\$149.99
04/05/06	WO12	Weber, Grego...	Special R/C Glider					3	-3	3		\$189.00

Order Details

Customer: Weber, Gregory 9392 Ninth Ave Redmond, WA 93893 (425) 555-0129 Called (425) 555-0129 Faxed test@testing.com

Contact Log: 05/13/06 03:46pm C1 Called: Left voicemail message that his customized glider will be shipped from manufacturer for delivery to him on Wed or Thu next week (UPS)

Order Type # Prev. Deposit Balance Due Date Reference
Workorder # 12 \$67.07 \$603.58 04/20/2006

Comment:

Item Lookup Code /	Description	R.T.D	Req	Price	Extended	Tax	Rep
100CL001005	Pajamas - Small Blue Kitten	0	2	\$12.99	\$25.98	Y	
100CL001006	Pajamas - Small Blue Moons	0	2	\$12.99	\$25.98	Y	
SO_4255550129	Special R/C Glider	0	3	\$189.00	\$567.00	Y	

Help History Item Detail Supplier Info Close

Allocation - Print Labels

Mark All Select the labels you want to Print by checking the Print Column.

Print	Customer	Item Description	Req	Allocated	Labels
<input checked="" type="checkbox"/>	Simpson, David	Pajamas - Small Yellow Be...	1	1	1
<input checked="" type="checkbox"/>	Simpson, David	Pajamas - Small Red Bears	2	1	1
<input checked="" type="checkbox"/>	Tibbot, Diane	Pajamas - Large Red Bears	1	1	1
<input type="checkbox"/>	Tibbot, Diane	Pajamas - Small Red Bears	1	1	1
<input type="checkbox"/>	Weber, Gregory	Pajamas - Small Blue Moons	2	2	2

Help Selected: 3 Print Remove Close

DRS SO Tracker will:

- Monitor all open work orders, layaways, and backorders with out of stock items
- Quickly create on-the-fly special order items in Store Operations POS
- View supplier information including phone, email and website link
- Track action items on sales orders including deposit, order status, need to order, receipt status, and delivery
- Maintain a customer contact log of phone, email or fax attempts
- Track special orders by store location when used in an HQ environment.
- List view filters for Deliverable, On PO, Need to Order, Drop Ship
- Color-coded list views identify action items
- View and recall any customer order to POS
- Add line item comments or extended descriptions; print ext. description on PO
- Generate standard, drop ship, or special order purchase orders
- Auto-allocate received stock to orders
- Label incoming stock with customer account and order information
- Enhanced Special Order report
- View all open orders including stocked items
- **AutoGen** is included when SO Tracker is purchased for an HQ environment
- Status Window for POS with order alerts

Positive Systems Solutions: Tel: 01 6266501 Web: www.pss.ie E-mail: info@pss.ie