



# Busy Order Desk?

**SAMICO**  
Building business and technology relationships.

...works for you

**POWERACCOUNTING**

- **Speed up orders**
- **Supports many business types**
- **Total back order control**
- **Supports multiple warehouses**
- **Complete invoice history**
- **Multi-site option available**
- **One or two-step billing**
- **Both recurring and blanket orders**

## Features & Benefits

- Enter or edit orders and credit memos directly. Recurring orders are activated later, and used for "blanket orders". Select groups of recurring orders
- Include items from several warehouses on one order, each item with its own ship date
- Speed up data entry with *Turbo Entry* and reduce keystrokes by "skipping" fields not normally used
- Enter, print, and save quotes for future use. Convert quotes into orders, invoices, or cancelled. Print a report of quotes, and quotes do not commit inventory
- Enter, print, and save RMAs (Returned Merchandise Authorizations), and convert them into credit memos or cancelled. RMAs do not return items to inventory
- Add new customers or items "on the fly" during either invoicing or order entry
- Integration with Inventory Plus supports contract pricing, warehouse pricing/costing, separate tax handling by warehouse and/or by line item, serial and lot number tracking, alternate units, sale prices, bar codes, loose kit item processing, and more
- Attach unlimited notes to orders for internal use
- Display work orders in Inventory Plus on the line item screen, including total quantity on work order

## Features & Benefits (continued)

- Enter transaction amounts up to \$999 million, and order quantities up to 99 million units (or 99,999,999.99 if fractional units are enabled)
- Print picking tickets, customized shipping labels, waybills, and tag labels printed with the order, or at time of invoicing
- Generate invoices immediately, as well as all shipping documents and labels
- Consolidate multiple orders for a customer into one

## More Features and Benefits

- Link to Accounts Receivable and Inventory Plus automatically
- Create personalized invoices and forms using pre-designed report formats
- Print all forms in summary or detail using line types
- Calculate commissions by line item, based on price or margin. Report commission by percentages linked either to customer or sales rep
- View many line items per order, and locate by sequence number, item number, or item description
- Display alternate item numbers and their availability when entering line items. Also display the availability of an item if multiple warehouses are used in each stocking warehouse
- Print or reprint invoices for all or selected orders

Order Entry

## More Features and Benefits (continued)

- Retain, view or print full invoice history on demand by: customer; invoice; item; order; or customer PO. View invoice history in Accounts Receivable through the customer's account status
- Replenish back-orders as inventory becomes available and prioritize by ship date. Print picking tickets automatically for filled backorders
- Enter and print unlimited lines of free-form text for an order and line items
- Search items by item number, bar code, vendor, category, and even keywords contained within the item's description. Set up to 15 user-defined fields from which information is copied to an order and printed
- Enter orders from clients using item numbers by utilizing the customer item cross-reference feature of inventory
- Attach additional notes to orders for reference purposes
- Maintain separate bill-to and ship-to addresses for each order
- Display or hide assembly and sub-assembly items, and sub-components for kit items during order entry
- Calculate the total weight or volume of the order using the weights entered for item in Inventory Plus
- Edit printed invoices. Void and track the original invoice
- Enable multiple order entry clerks simultaneously entering distinct invoice and/or order numbers, company name/address, or tax registration numbers
- Use warehousing locations for companies with multiple facilities

## Reporting

<b>Orders Report</b>	A flexible report showing outstanding orders. Pre-determine the format for relevant information for the report.
<b>Back Order Reporting</b>	See what is on back order by item or by customer. Once the back orders are filled, print shipment reports by customer or by item.
<b>Invoice History</b>	Choose from a complete set of invoice history reports by customer, by customer/invoice, by invoice, by item, recurring by item, and recurring by invoice.
<b>Void Invoices Report</b>	Track invoices that have been printed and then voided.
<b>Profitability Report</b>	See problem orders, and quotes before they are a problem. Order Entry Plus acts as the front end sales manager for Inventory Plus and Accounts Receivable. Much of the sales and inventory reporting is done through those modules.

