

*myridas*TM *User Guide*

Version 7.7 for Great Plains 7.5

Catchweights



Trinity Computer Services Limited

November 2003

Contents

CONTENTS	2
USING THIS GUIDE.....	4
ABOUT MYRIDAS.....	5
CATCHWEIGHTS	6
<i>Catchweights Glossary</i>	<i>7</i>
<i>Dual Quantities.....</i>	<i>7</i>
<i>Lot Tracked Catchweight Items</i>	<i>7</i>
CATCHWEIGHT SETUP AND MAINTENANCE.....	8
1. CATCHWEIGHT SETUP WINDOW	8
1.1 <i>Setting Up Catchweights.....</i>	<i>8</i>
2. CATCHWEIGHT MAINTENANCE WINDOW	9
2.1 <i>Creating and Editing Catchweights.....</i>	<i>10</i>
3. ASSIGN CATCHWEIGHT TO ITEM NUMBER WINDOW.....	12
3.1 <i>Assigning Catchweight Schedules to Individual Items</i>	<i>12</i>
4. ASSIGN ITEMS TO CATCHWEIGHTS WINDOW	13
4.1 <i>Assigning Items to Catchweights</i>	<i>13</i>
5. CATCHWEIGHT ALLOCATION RANGE WINDOW	14
5.1 <i>Assigning a Range of Items to a Catchweight.....</i>	<i>15</i>
CATCHWEIGHT PURCHASING.....	16
6. PURCHASE ORDER PROCESSING – CATCHWEIGHTS VERSION	16
7. PURCHASE ORDER CATCHWEIGHT DETAILS WINDOW.....	17
7.1 <i>Applying Catchweight Details to Purchase Orders.....</i>	<i>17</i>
8. RECEIVINGS TRANSACTION PROCESSING – CATCHWEIGHTS VERSION	18
9. RECEIVINGS TRANSACTION CATCHWEIGHT DETAILS WINDOW	19
9.1 <i>Applying Catchweight Details to Receivings Transactions</i>	<i>19</i>
9.2 <i>Receiving Lot Controlled Catchweight Items</i>	<i>21</i>
10. PURCHASING SERIES POSTING CATCHWEIGHT ERRORS WINDOW	23
10.1 <i>Adding Actual Weight Quantities Prior to Transaction Posting</i>	<i>23</i>
CATCHWEIGHT INVENTORY TRANSACTIONS.....	25
11. ITEM TRANSACTIONS PROCESSING - CATCHWEIGHTS VERSION	25
12. TRANSACTION ENTRY CATCHWEIGHT DETAILS WINDOW	26
12.1 <i>Entering Item Transactions for Catchweight Items</i>	<i>26</i>
12.2 <i>Entering Item Transactions for Lot Controlled Catchweight Items.....</i>	<i>27</i>
13. STOCK COUNT ENTRY – CATCHWEIGHTS VERSION	29
14. CATCHWEIGHT UNIT OF MEASURE ENTRY WINDOW	30
14.1 <i>Entering Stock Counts for Catchweight Items</i>	<i>30</i>
14.2 <i>Entering Stock Count Lot Number Information for Catchweight Items</i>	<i>32</i>
CATCHWEIGHT SALES PROCESSING	33
15. SALES ORDER PROCESSING – CATCHWEIGHTS VERSION	33
16. SALES TRANSACTION CATCHWEIGHT DETAILS WINDOW	34
16.1 <i>Applying Catchweight Details to Sales Transactions.....</i>	<i>34</i>
16.2 <i>Entering Sales Transactions for Lot Controlled Catchweight Items</i>	<i>36</i>
17. SALES RETURNED CATCHWEIGHT QUANTITIES ENTRY WINDOW	38
17.1 <i>Entering Returns for Catchweight Items.....</i>	<i>38</i>
18. ACTUAL QUANTITY BREAKDOWN WINDOW	39

18.1 <i>Entering Actual Weight Quantities</i>	39
19. BASE RETURN ON INVOICE - ITEM SELECTION CATCHWEIGHT DETAILS WINDOW	40
19.1 <i>Entering Catchweight Details for Returns Based on Invoices</i>	40
20. UNCONFIRMED CATCHWEIGHT REPORT	41
20.1 <i>Printing Unconfirmed Catchweight Reports</i>	42
21. PICKING TICKETS FOR CATCHWEIGHT ITEMS	42
22. SALES TRANSACTION CATCHWEIGHT ENQUIRY WINDOW	43
22.1 <i>Enquiring about Catchweight Details</i>	43
CATCHWEIGHT ENQUIRIES AND ALTERNATE WINDOWS	44
23. CATCHWEIGHT ENQUIRY WINDOW	44
23.1 <i>Enquiring About Catchweight Item Transactions</i>	44
24. CATCHWEIGHT ITEM ENQUIRY WINDOW	45
24.1 <i>Enquiring About Catchweight Items</i>	45
25. CATCHWEIGHT LOT NUMBER ENQUIRY WINDOW	46
25.1 <i>Enquiring About Dual Quantity Catchweight Lot Numbers</i>	46
26. ITEM STOCK INQUIRY WINDOW - CATCHWEIGHTS VERSION	47
27. AVAILABLE TO PROMISE WINDOW – CATCHWEIGHTS VERSION	48
28. TEMPLATE SELLING – CATCHWEIGHTS VERSION	49
29. ORDER HISTORY WINDOW – CATCHWEIGHTS VERSION	50
APPENDIX A.....	51
ACCESS TO MYRIDAS WINDOWS.....	51
<i>Catchweights</i>	51
APPENDIX B.....	54
ALTERNATE GREAT PLAINS WINDOWS	54
APPENDIX C.....	55
MODIFIED MYRIDAS WINDOWS WITH ADDITIONAL MODULES	55
APPENDIX D.....	56
MYRIDAS REPORTS	56
<i>Catchweight Report Functions</i>	56
APPENDIX E.....	58
SUPPORT TOOLS	58
<i>Reconciling Dual Quantity Allocations</i>	58
<i>Adjustments</i>	60
<i>Reconcile</i>	61
INDEX	62

Using this Guide

The graphics in this document are best viewed or printed with Adobe Acrobat Reader version 4.0 or above.

This guide provides user notes for the Myridas Catchweights module:

- Catchweights



The mouse symbol has been used throughout the manual to help guide you to the location of windows in the software. See [Appendix A](#) for a list of Myridas windows and their location in the software.

A full range of tutorials is also available on our website, <http://www.trinitypartner.com>.

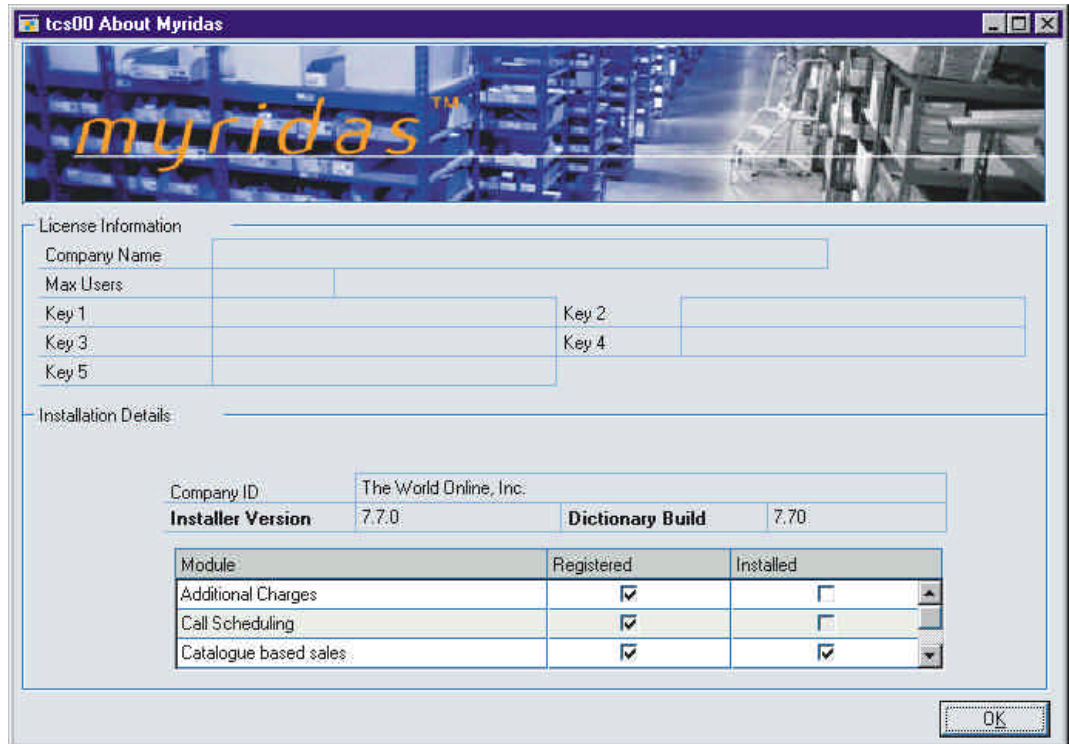
About Myridas



Cards >> Myridas Setup >> About Myridas

Use the About Myridas window to check your license information and installation details. The window will tell you which Myridas modules you are registered to use and which have been installed on your system.

The About Myridas window



Catchweights

The Myridas Catchweights module allows additional controls to be applied to numerous standard Great Plains and Myridas windows. Several new windows are also available to implement Catchweight functionality. The focuses of Catchweight functionality are the sales, purchasing and inventory functions.

Catchweights items are items that require quantities to be tracked in more than one unit of measure, where there is no fixed relation between the units of measure. This will usually be the case where the base unit of measure is a weight, with variable units of measure being the units of measure in which the item is bought or sold.

The Myridas Catchweights module allows items to be purchased, inventoried and sold by units that do not have an exact conversion factor to the weight unit of measure used for inventory balances. For example, a company may purchase legs of lamb by the crate, with an average crate weight of 20 kilograms. However, the actual weight of each leg of lamb will vary, and as such so will the actual weight of the crate. The Catchweights module allows the user to correctly and accurately value their stock, by valuing the stock in base unit of measure whilst purchasing and selling in a variable unit of measure.

Use the Myridas Catchweights module to:

- Create and edit variable unit of measure schedules (Catchweight Schedules)
- Assign Catchweight Schedules to specific items or multiple items
- Set up Dual Tracking for a Catchweight Schedule so that items can be tracked through ALL transactions
- Produce Purchase Orders and Receivings transactions based on actual weight quantities, for orders and receipts entered in an estimated weight
- Provide accurate invoicing of actual weight quantities for orders entered in an estimated weight
- Perform stock counts on actual weight quantities

Note that the Catchweights module is not currently compatible with the multi-bin, drop-ship or Manufacturing functionality of Great Plains.

Catchweights Glossary

When setting up Catchweight Unit of Measure Schedules it is important that the user is fully conversant with the relevant terms and definitions. Below is a glossary of key terms.

Base Unit of Measure	The unit of measure in which an item is held on the inventory.
Variable Unit of Measure	A unit of measure defined on a Catchweight Unit of Measure Schedule. An item may be bought and sold in a variable unit of measure. The variable unit of measure estimated equivalence to the estimated base U of M will be used to convert the unit of measure for transactions.
Catchweight Base Unit of Measure	When setting up dual quantity catchweights, you may have multiple catchweight units of measure based on one variable unit of measure. This variable unit of measure is the catchweight base unit of measure.
Actual Weight	The literal weight of each individual item
Estimated Weight	The system held estimate of the standard weight for a type of item – this is calculated using the equivalence estimated between the variable unit of measure and the base unit of measure

Dual Quantities

A Catchweight Schedule may be defined as having Dual Quantities (see the [Catchweight Maintenance window](#)). For this type of schedule there will be two base units of measure; the standard base unit of measure and the catchweight base unit of measure (see above). Further units of measure may be set up but they must be multiples of the catchweight base unit of measure. For example, if you have a catchweight base unit of measure of Whole, then you could set up further units of measure of Box and Case, which would be multiples of the Whole unit of measure. When carrying out sales, purchasing and inventory transactions on dual quantity items, the actual rather than estimated figures can always be viewed.

Lot Tracked Catchweight Items

If an organisation tracks items by lots, the lot-tracked items can be assigned to a Catchweight Schedule. Lots are used to track items with shared characteristics, and may have specified attributes such as a use by date. Lot-tracked catchweight items combine the functionality of catchweights with the control of lot tracking.

Catchweight Setup and Maintenance

1. Catchweight Setup window



Cards >> Myridas Setup >> Catchweights >> Catchweight Setup

Use the Catchweight Setup window to:

- Enter system parameters for Catchweights

*The
Catchweight
Setup window*

1.1 Setting Up Catchweights

To set up Catchweights in the Catchweight Setup window:

1. Enter the Catchweight percentage variance that you require. For example, you may set the Catchweight Percentage Variance to be 10%. If an actual weight for an item is ever entered into the system that is greater or lesser than 10% of the estimated weight (the system held standard weight for an item), then a warning will be displayed.
2. Click to select Before or After for SOP Options and POP Options.

The Add Text option in the [Catchweight Maintenance window](#) allows you to incorporate the Catchweight description into the items transaction description. This gives you greater visibility of item details when performing transactions.

If you select to Add Text in the Catchweight Maintenance window then selecting to Add Unit of Measure Description Before or After will decide whether the Catchweight details are displayed before or after an item on a transaction line.

3. Selecting the Order By Weight option will give functionality to enter catchweight details for sales order by entering a specific weight quantity.

Note that this will apply to sales order type documents only (See the [Sales Transaction Catchweight Details window](#) for further details).

4. Selecting the Allow Auto-Allocation of Lots option will enable catchweights to attempt to automatically allocate lots during sales transaction entry.
5. Click OK to save your system parameter settings.

2. Catchweight Maintenance window



Cards >> Myridas Setup >> Catchweights >> Catchweight Maint.

Use the Catchweight Maintenance window to:

- Create and edit Catchweight Unit of Measure Schedules

The Catchweight Maintenance window

U Of M	Estimated kilo	SOP		POP		Info
		Confirm	Add Text	Confirm	Add Text	
kilo	1.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Whole	0.50	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

2.1 Creating and Editing Catchweights

To create and edit catchweights in the Catchweight Maintenance window:

1. Enter a Catchweight Unit of Measure Schedule or select one using the lookup.
2. If creating a new Catchweight enter the required description into the Description field.
3. If you want to set up a Dual Quantities Catchweight Schedule click to select Dual Quantities.

Selecting this option will give you the facility to track items in two Base Units of Measure throughout their life cycle (one of these will be the Catchweight Base Unit of Measure - see the [Catchweights Glossary](#)). Any further Units of Measure set up must be multiples of the Catchweight Base Unit of Measure. For example, if you have a Catchweight Base Unit of Measure of Whole, then you could set up further Units of Measure of Box and Case, which would be multiples of the Whole Unit of Measure. Increased functionality is given, for example, in inventory transactions to provide superior item tracking with actual, rather than estimated, quantities.

4. Select the required Quantity Decimals (the number of decimal places to which the Catchweight will run), and the Base Unit of Measure. The Selected Base U of M will automatically be displayed in the U of M scrolling window with a value of 1.

Note that the Base U of M will be displayed after Estimated above the scrolling window. This will be the base equivalent for all subsequent variable units of measure that are created for the Catchweight (excepting Dual Quantity Catchweights).

Note also that to assign an item to a Catchweight Unit of Measure schedule they must share the same Base Unit of Measure and Quantity Decimals.

5. In the U of M scrolling window enter each required Unit of Measure and their Estimated quantity value to the Base Unit of Measure.

For example, you may order Lobster by the kilogram, and wish to have both a kilogram Unit of Measure and a whole Lobster Unit of Measure. You would first enter Kilo, with an Estimated weight value of 1. You would then enter Whole with the required Estimated weight value, for example 0.5. This is the number of Kilo's that the average whole Lobster would be equivalent to.



Note that if you are entering Units of Measure for a Dual Quantity Catchweight then equivalences will be relative to the Catchweight Base Unit of Measure (see above), which is denoted by a marked Information field.

6. For each line Unit of Measure entered you must click to Confirm or Add Text to both Sales Order Processing and Purchase Order Processing.

Clicking to Add Text will display the Catchweight details on the transaction line. Clicking Confirm will require you to enter an actual weight against a transaction line before the items on the document can be confirmed as picked.

Note that for Dual Quantity Catchweight Schedules you are required to select Confirm for the non-Base Unit of Measure.

7. For Main Selling Unit select the default Unit of Measure that you require items to be sold in.
8. For Main Purchasing Unit select the default Unit of Measure that you require items to be purchased in.
9. From the CW Quantity Decimals drop-down menu select the number of decimal places that can be entered against catchweight quantities in transactions. This will be applicable for all transaction types.
10. Click Save to save any changes you have made to the Catchweight.

You may click Sort to display your entered details by Unit of Measure or by Equivalence.

Click the Assign button to display the [Assign Items to Catchweights window](#) where you can assign items to a Catchweight Unit of Measure Schedule.

You can copy details of one Catchweight onto a new Catchweight. To do this enter a new Catchweight and description then click Copy to display the Catchweight Unit of Measure Schedules window. Select a Catchweight to copy. Note that the number of decimal places on the schedule being copied must be less than or equal to those on the schedule being created. A warning will be displayed if this is not the case with your selections. You may edit the number of decimal places in your new schedule to fit these parameters.

Deleting Catchweights

Click Delete to delete the Catchweight Schedule. Note that you cannot delete a Catchweight Schedule that is assigned to items.

3. Assign Catchweight to Item Number window



Cards >> Myridas Cards >> Catchweights >> Assign Ind. Item to CW

Use the Assign Catchweight to Item Number window to:

- Assign individual items to a Catchweight Schedule

*The Assign
Catchweight to
Item Number
window*

Note that this window is also available as an Extras option from the Great Plains Item Maintenance window.

Note that you can re-assign items to an alternative Catchweight Schedule. If you are assigning an item from a non-Dual Quantity to a Dual Quantity Catchweight Schedule it is recommended that you first run a stock count as all catchweight quantities will be set to zero.

3.1 Assigning Catchweight Schedules to Individual Items

To assign a Catchweight Schedule to an item in the Assign Catchweight to Item Number window:

1. Enter the required Item Number or click the lookup button to select an Item Number from the Items window.
2. Enter the required Catchweight Schedule or click the lookup button to select a Catchweight Schedule from the Catchweight Unit of Measure Schedules window.
3. Click Save to assign the selected item to the Catchweight Schedule.

*Deleting items
from a
Catchweight*

Click Delete to unassign an item from a Catchweight Schedule.

Note that you can choose to clear your selection at any point by clicking the Clear button.

4. Assign Items To Catchweights window



Cards >> Myridas Cards >> Catchweights >> Assign Items to CW

Use the Assign Items to Catchweights window to:

- Assign items to a Catchweight Unit of Measure Schedule

*The Assign
Items to
Catchweights
window*

Note that you can re-assign items to an alternative Catchweight Schedule. If you are assigning an item from a non Dual Quantity to a Dual Quantity Catchweight Schedule it is recommended that you first run a stock count as all catchweight quantities will be set to zero.

4.1 Assigning Items to Catchweights

To assign items to Catchweights Schedules in the Assign Items to Catchweights window:

1. Enter the required Catchweight Schedule or click the lookup to select a Catchweight Schedule from the Catchweight Unit of Measure Schedules window.
2. In the Item Number scrolling window enter the items that you want to assign to a Catchweight Schedule, or click the lookup to select items from the Items window.
3. Click Save to assign your selected Item Numbers to the Catchweight Schedule.

Note that you can click the Ranges button to open the Catchweight Allocation Range window where you can assign a range of items to a Catchweight Schedule.

Deleting Items from a Catchweight

Click Delete to unassign items from a Catchweight Schedule.

Note that you may click the Sort button to alter the displayed sequence of your selected items in the scrolling window.

5. Catchweight Allocation Range window



Cards >> Myridas Cards >> Catchweights >> Assign Items to CW >> Ranges button

Use the Catchweight Allocation Range window to:

- Assign a range of items to a Catchweight Schedule

The Catchweight Allocation Range window

Item Number	Item Description
LOBSTER	Red Lobster

Note that you can re-assign items to an alternative Catchweight Schedule. If you are assigning an item from a non Dual Quantity to a Dual Quantity Catchweight Schedule it is recommended that you first run a stock count as all catchweight quantities will be set to zero.

5.1 Assigning a Range of Items to a Catchweight

To assign a range of items to a Catchweight Schedule in the Catchweight Allocation Range window:

The Catchweight Allocation Ranges window will open with details of the current Catchweight Schedule selection. You can click the lookup button to select an alternative Catchweight Schedule from the Catchweight Unit of Measure Schedules window.

Item ranges are assigned by item number, generic description and Class ID.

1. Click All to assign all records or From to assign a selection of records for Item Number, Generic Description and Class ID. If you select From, enter To and From values to specify a range, or use the lookups.

2. To specify items to be added to the Catchweight Schedule:

- 2.1. Select the Unassigned check box to add unassigned items only to the Catchweight Schedule.

Note that items previously assigned to different Catchweight Schedules will not be reassigned to the new Catchweight Schedule.

- 2.2. Select the Any check box to add items previously assigned to any Catchweight Schedule, or unassigned items, to the new Catchweight Schedule.

- 2.3. Select the Specified check box to add items previously assigned to a specified Catchweight Schedule. Enter the required Catchweight Schedule or click the lookup to select a Catchweight Schedule from the Catchweight Unit of Measure Schedules window.

3. Click the Preview button to verify your selection in the scrolling window. The item number and item description of each item to be assigned will be listed. Click the Show button to display the generic description, class ID, current Status Code and Status Code description (where relevant).
4. Click the Transfer button to assign your item selection to the Catchweight Schedule. Click OK to close the Transfer Completed Successfully dialog box.
5. Click OK to return to the Assign Items to Catchweights window.



Catchweight Purchasing

6. Purchase Order Processing – Catchweights Version



Transactions >> Purchasing >> Purchase Order Entry

Use the Purchase Order Entry window to:

- Enter or edit a Purchase Order

The Purchase Order Entry window

Purchase Order Entry

Save Delete Void

Type: Standard Hold
 PO Number: PO2082
 Buyer ID:
 Date: 17/10/02
 Allow Sales Documents Commitments

Creditor ID: ATLANTIC BEST
 Name: Atlantic Best Catches Ltd
 Currency ID: Z-US\$

Creditor Item	U of M	Quantity Ordered	Unit Cost
LOBSTER	Kilo	5.00	\$10.00
[10xWhole] Red Lobster	WAREHOUSE	0.00	\$50.00
		0.00	\$0.00
		0.00	\$0.00

Remaining PO Subtotal: \$50.00

Purch Addr Tax Sched: COMPANYPUR

Comment ID:
 Subtotal: \$50.00
 Trade Discount: \$0.00
 Freight: \$0.00
 Miscellaneous: \$0.00
 Tax: \$0.00
 Total: \$50.00

PO Number: PO Status: New Revision: 0

The Purchase Order Entry window is given added functionality by the Myridas Catchweights module. Entering an item with a Catchweight Unit of Measure Schedule will display the [Purchase Order Catchweight Details window](#).

7. Purchase Order Catchweight Details window



Transactions >> Purchasing >> Purchase Order Entry

Use the Purchasing Order Catchweight Details window to:

- Enter Catchweight quantities, units and actual weight

*The
Purchase
Order
Catchweight
Details
window*

Creditor Item	Catchweight Schedule	CW U of M	Catchweight Qty
Creditor Description	U of M	Estimated kilo	Actual kilo
LOBSTER	SHELLFISH	Whole	10
Red Lobster	kilo	5.00	5.00

This window will also be displayed if you enter purchase lines individually through the Purchasing Item Detail Entry window.

7.1 Applying Catchweight Details to Purchase Orders

To apply Catchweights to purchase orders in the Purchase Order Catchweight Details window:

The transaction should initially be entered following standard Great Plains procedure.

1. Click into the quantity field in the Purchase Order Entry scrolling window to open the Purchase Order Catchweight Details window.
2. The Main Purchasing Unit from the Catchweight Unit of Measure Schedule will be displayed in the CW U of M field. Select an alternate unit of measure from the drop-down menu as required.
3. Enter the Catchweight Quantity. This is the quantity of the item to be purchased, measured in the displayed Catchweight U of M.

The Estimated weight quantity will be amended relative to your selected Catchweight Unit of Measure.

For example, the item Lobster may have a Base Unit of Measure of Kilo, and a selected Catchweight Unit of Measure of Whole, with 1 Whole Lobster equalling 0.5 kilos. If you enter 10 into the Catchweight Quantity scrolling window then the Estimated Kilo displayed will be 5.

9. Receiving Transaction Catchweight Details window



Transactions >> Purchasing >> Receiving Trn Entry

Use the Receiving Transaction Catchweight Details window to:

- Enter Catchweight quantities, units and actual weight

*The
Receiving
Transaction
Catchweight
Details
window*

Creditor Item	Catchweight Schedule	CW U of M	Catchweight Qty
Creditor Description	U of M	Estimated kilo	Actual kilo
LOBSTER	SHELLFISH	Whole	10
Red Lobster	kilo	5.00	5.00

This window will also be displayed if you enter receiving lines individually through the Receiving Item Detail Entry window.

9.1 Applying Catchweight Details to Receiving Transactions

To apply Catchweights to receiving transactions in the Receiving Transaction Catchweight Details window:

The transaction should initially be entered following standard Great Plains procedure.

1. Click into the quantity field in the Receiving Transaction Entry scrolling window to display the Receiving Transaction Catchweight Details window.
2. The Main Purchasing Unit from the Catchweight Unit of Measure Schedule will be displayed in the CW U of M scrolling window. Select an alternate unit of measure from the drop-down menu as required.
3. Enter the Catchweight Quantity. This is the quantity of the item to be received, measured in the displayed Catchweight U of M.

The Estimated weight quantity will be amended relative to your selected Catchweight Unit of Measure.

For example, the item Lobster may have a Base Unit of Measure of Kilo, and a selected Catchweight Unit of Measure of Whole, with 1 Whole Lobster equalling 0.5 kilos. If you enter 10 into the Catchweight Quantity scrolling window then the Estimated Kilo displayed will be 5.



Note that the Base U of M quantity, for example kilo, will be displayed in the Receiving Transaction Entry scrolling window. If you have set the Catchweight (in the [Catchweight Maintenance window](#)) to Add Text then you can click the Show button to display, for example, the number of whole Lobsters the quantity entered is equivalent to.

4. Enter the Actual Quantity in Base Unit of Measure for the Item Number. The Actual Quantity is used to confirm the weight of the transaction line and is based on the Base U of M.

Note that the Actual Quantity may be entered at a later date, for example, after the received items have been weighed. If you do not enter the Actual Quantity now a warning will be displayed that the Actual Quantity needs setting before the transaction can be posted. A warning will also be displayed if you attempt to Save the transaction in the Receiving Transaction Entry window.

In both instances you may proceed without entering the Actual Quantity, but will be unable to Post a transaction until the Actual Quantity has been set.

Note that if you have not selected the Confirm POP option in the Catchweight Maintenance window then you need not enter an Actual Quantity. The Estimated Quantity will be used instead.



Also note that the Actual Quantity should be within the percentage variance (the difference between the Estimated and Actual Quantity) set in the Catchweight Setup window. If you enter an Actual Quantity greater than the percentage variance then you will receive a warning. Click OK to continue with the transaction.

5. Click OK to confirm the details and return to the Receiving Transaction Entry window. Proceed as per standard Great Plains procedure.

9.2 Receiving Lot Controlled Catchweight Items

To enter a receipt for lot controlled catchweight items:

You should enter the receipt as described in 9.1. You will have entered catchweight details in the Receiving Transaction Catchweight Details window and returned to the Great Plains Receiving Transaction Entry window.

1. When you tab out of the Qty. Shipped field (or click the Qty. Shipped Expansion button) the Great Plains Purchasing Lot Number Entry window will be displayed.



Note that this window will open automatically when you click the Auto-Rcv button in the Receiving Transaction Entry window and lot controlled items are entered for the receipt.

The Purchasing Lot Number Entry window has been enhanced for Catchweights to enable you to enter catchweight details.

*The Purchasing
Lot Number
Entry window*

Lot Numbers Selected	kilo	Whole
LOT134	2.48	0
Total Quantity Selected		2.48
		0

2. Enter a lot number.
3. Enter the Catchweight Selected quantity and Actual quantity that you want to add to the lot number.

Note that you may add the complete received quantity to one lot, or distribute it between multiple lots.

Also note that the Catchweight Qty entered cannot be greater than the Catchweight Remaining to Select quantity. The Actual Qty cannot be greater than the Actual Remaining to Select quantity. You cannot make entries that would leave either the actual or catchweight remaining quantities as a negative value.

If required you can select an alternate catchweight unit of measure from the CW U of M drop-down menu.

4. Click Insert.
5. If you are assigning the received items to more than one lot number, then continue entering lot numbers for the item (steps 2 to 4). The Total Quantity Selected must equal the item's extended quantity before you can move to the next line item in the Receiving Transaction Entry window or the Receiving Item Detail Entry window.
6. Click OK to confirm the details and return to the Receiving Transaction Entry window.

10. Purchasing Series Posting Catchweight Errors window



Transactions >> Purchasing >> Series Post >> Click on a Batch ID where Actual Quantities have not been entered for one or more items in a transaction

Use the Purchasing Series Posting Catchweight Errors window to:

- Identify and amend receivings transactions requiring the addition of Actual Quantities

The Purchasing Series Posting Catchweight Errors window

Receipt Number	Type	Vendor Doc. No
RCT1016	Shipment	

10.1 Adding Actual Weight Quantities Prior to Transaction Posting

To identify and amend receivings transactions requiring the addition of Actual Quantities in the Purchasing Series Posting Catchweight Errors window:

1. If you click on a Batch ID in the Great Plains Purchase Series Posting window, where not all required Actual Quantities have been added, then the Purchasing Series Posting Catchweight Errors window will be displayed.
2. All transactions requiring the addition of Actual Quantities will be displayed in the scrolling window. Click on a line then click Select. The selected transaction will be displayed in the Receivings Transaction Entry window.

3. Add the required Actual Weight then click Save and close the window to return to the Purchasing Series Posting Catchweight Errors window.
4. Repeat these steps for all transactions that require the addition of Actual Quantities.
5. Click OK to return to the Great Plains Purchase Series Posting window.

Catchweight Inventory Transactions

11. Item Transactions Processing - Catchweights version



Transactions >> Inventory >> Transaction Entry

Use the Great Plains Item Transaction Entry window to:

- Entering an adjustment or variance transaction

The Great Plains Item Transaction Entry window

Item Number	U of M	Quantity	Unit Cost	Site ID
LOBSTER	Kilo	3.00	\$10.00	WAREHOUSE
Red Lobster		0.00	\$0.00	WAREHOUSE

The Item Transaction Entry window is given added functionality by the Myridas Catchweights module. Entering an item with a Catchweight Unit of Measure Schedule will display the [Transaction Entry Catchweight Details window](#).

Note that all Catchweight functionality described for the Item Transaction window is also available when making Catchweight item transfers in the Great Plains Item Transfer window.

12. Transaction Entry Catchweight Details window



Transactions >> Inventory >> Transaction Entry

Use the Transaction Entry Catchweight Details window to:

- Enter Catchweight quantities, units and actual weight

*The
Transaction
Entry
Catchweight
Details
window*

Item Number	Catchweight Schedule	CW U of M	Catchweight Qty
Description	U of M	Estimated kilo	Actual kilo
LOBSTER	SHELLFISH	Whole	3
Red Lobster	kilo	1.500	1.490

This window will also be displayed if you enter catchweight item transfers through the Item Transfer Entry window.

12.1 Entering Item Transactions for Catchweight Items

To enter transactions for Catchweight items in the Transaction Entry Catchweight Details window:

The transaction should initially be entered following standard Great Plains procedure.

Note that it is recommended that if you want to make adjustments to the Catchweight Quantity only, you first subtract the entire Catchweight and Actual Quantities then add them back at the required quantities.

1. Click into the quantity field in the Item Transaction Entry scrolling window to display the Transaction Entry Catchweight Details window.
2. The Main Selling Unit from the Catchweight Unit of Measure Schedule will be displayed in the CW U of M scrolling window. Select an alternate unit of measure from the drop-down menu as required.
3. Enter the Catchweight Quantity. This is the quantity of the item to be adjusted, measured in the displayed Catchweight U of M.

The Estimated weight quantity will be amended relative to your selected Catchweight Unit of Measure.

For example, the item Lobster may have a Base Unit of Measure of Kilo, and a selected Catchweight Unit of Measure of Whole, with 1 Whole Lobster equalling 0.5 kilos. If you enter 10 into the Catchweight Quantity scrolling window then the Estimated Kilo displayed will be 5.

Note that the Base U of M quantity, for example kilo, will be displayed in the Item Transaction Entry scrolling window.



Also note that if you do not enter a Catchweight Quantity then adjustments will be made to the Actual Quantity only.

4. Enter the Actual Quantity in Base Unit of Measure for the Item Number. The Actual Quantity is used to confirm the weight of the transaction line and is based on the Base U of M.

Note that you must enter an Actual Quantity. Not entering an Actual Quantity will result in a warning message being displayed.

5. Click OK to confirm the details and return to the Item Transaction Entry window. Proceed as per standard Great Plains procedure.

12.2 Entering Item Transactions for Lot Controlled Catchweight Items

To enter a transaction for lot controlled catchweight items:

You should enter the transaction as described in 12.1. You will have entered catchweight details in the Transaction Entry Catchweight Details window and returned to the Great Plains Item Transaction Entry window.

1. When you tab out of the Site ID field the Great Plains Item Lot Number Entry window will be displayed.

The Great Plains Item Lot Number Entry window

Available	Quantity Selected	Quantity Available	Bin

Selected	Quantity	Bin
LOB4	3.00	E01S3

2. Enter a lot number.

- Pressing Tab or clicking Insert will display the Item Transaction Lot Entry Catchweight Details window.

*The Item
Transaction Lot
Entry
Catchweight
Details window*

Extended CW Qty	Catchweight Schedule	CW U of M	Catchweight Qty
Remaining To Select	U of M	Estimated kilo	Actual kilo
2.00	SHELLFISH	Whole	2.00
2.00	kilo	1.00	1.00

Lot Number: LOB14

Buttons: OK, Cancel

- Enter the Catchweight Quantity and Actual Quantity that you want to add to the lot number.

Note that you may add the complete transaction quantity to one lot, or distribute it between multiple lots.

Also note that the Catchweight Qty entered cannot be greater than the Remaining to Select quantity. The Actual Qty cannot be greater than the Actual Remaining Qty (not displayed). You cannot make entries that would leave either the actual or catchweight remaining quantities as a negative value.

- Click OK to return to the Item Lot Number Entry window. The Actual Quantity selected will be displayed in the Quantity Selected field.
- Click Insert.
- If you are assigning the transaction items to more than one lot number, then continue entering lot numbers for the item (steps 2 to 6). The Quantity Selected must equal the items extended quantity before you can move to the next line item in the Item Transaction Entry window or the Item Transfer Entry window.
- Click OK to confirm the details and return to the Item Transaction Entry window.

Note that you can click Cancel at any point prior to clicking the OK button to close the Item Transaction Lot Entry Catchweight Details window.

13. Stock Count Entry – Catchweights Version

The Great Plains Stock Count Entry facility has been given added functionality by the Myridas Catchweights module to account for stock counts on Catchweight items.

Clicking the Counted Quantity Expansion button on Catchweight items will open the Catchweight Unit of Measure Entry window.

*The Great
Plains Stock
Count Entry
window*

The screenshot shows the 'Stock Count Entry' window with the following fields and table:

Stock Count ID: SHELLFISH COUNT
 Description:
 Status: Started
 Document Date: 00/00/00
 Autopost Stock Count Variances
 Reuse Stock Count
 Sort By: Site ID / Bin / Item Number

Item Number	U of M	Counted Qty	Variance Qty	Verified
CRAB	Kilo	0.00	0.00	<input type="checkbox"/>
LOBSTER	Kilo	0.00	0.00	<input type="checkbox"/>

Buttons at the bottom: Distribution, Serial/Lot, Unposted Trn, Trx History

displayed in the scrolling window. The stock count results **must** be entered in this Unit of Measure.

Also note that you cannot delete or change a Unit of Measure once selected. If the current Catchweight Schedule is **not** Dual Quantity then you can delete the row (Edit >> Delete Row) and re-enter the Unit of Measure.

4. Enter the quantity that has been counted into the Unit Counted scrolling window, in the displayed Unit of Measure.



Note that you can click the Show button to view the Unit Captured. This is the quantity of the item held on the system at the start of the stock count, in the displayed Unit of Measure.

5. For **Dual Quantity** items:

Enter the Base U of M Counted quantity

For **non-Dual Quantity** items:

The Base U of M Counted quantity will be calculated automatically.

6. Repeat step 3 to 5 until you've entered all count results for the item-site combination. As you move off each line, the extended quantity—the equivalent in the base unit of measure, according to the assigned unit of measure schedule—is calculated and displayed.

Note that only one line can be entered for dual Quantity Catchweight items.

7. The Total Extended Counted Qty will be automatically calculated.
8. Click OK to return to the Stock Count Entry window.

Repeat these steps for each Catchweight item on the stock count.

Note that for any lot controlled catchweight items you must also enter lot number information (see below).

14.2 Entering Stock Count Lot Number Information for Catchweight Items

To enter stock count lot number information for Catchweight items in the Great Plains Stock Count Lot Number Entry window:

The stock count should initially be entered following standard Great Plains procedure in the Stock Count Entry window, and Entering Stock Counts for Catchweight Items (see above).

1. Open the Stock Count Lot Number Entry window.

(Transactions >> Inventory >> Stock Count Entry >> put insertion point in a line in the scrolling window for a lot-numbered item >> Serial/Lot button)

Alternatively the window will open automatically when you move off the scrolling window line in the Stock Count Entry window.

*The Enterprise
Stock Count Lot
Number Entry
window*

Lot Number	Captured	On Hand	Allocated	Counted	Variance	Verified
LOB4		5.00	5.00	0.00	0.00	<input type="checkbox"/>
		0.00	0.00	0.00	0.00	<input type="checkbox"/>

Lot Number Counted Qty: 0.00 Lot Number Variance: 0.00
 Item Counted Qty: 0.00 Item Variance: (5.00)

Unposted Trn Trx History OK

2. To enter count results for lots listed in the scrolling window, enter the counted quantity in the appropriate line in the scrolling window.
3. To enter count results for lots not listed in the scrolling window, enter the lot number in the first blank line in the scrolling window, and then enter the count quantity.
4. If you need to verify any variance quantities then follow standard Great Plains procedure.
5. Click OK to return to the Stock Count Entry window.

Catchweight Sales Processing

15. Sales Order Processing – Catchweights Version



Transactions >> Sales >> Sales Trx Entry

Use the Sales Transaction Entry window:

- To enter details of sales orders, invoices, quotations and returns

The Sales Transaction Entry window

The Sales Transaction Entry window is given added functionality by the Myridas Catchweights module. Entering an item with a Catchweight Unit of Measure Schedule will display the [Sales Transaction Catchweight Details window](#).

You can also use the Extras option to display the Sales Transaction Catchweight Enquiry window.

Note that if there is a shortage of stock then you can select either the Override Shortage option or the Back Order **All** option; it is recommended that you **do not** select to Back Order Balance, to avoid stock irregularities. Note that if the Override Quantity Shortages option is not selected in the Sales Order Processing Setup Options window, and a catchweight quantity greater than the quantity available is entered in the Sales Transaction Catchweight Details window, the user will be unable to close the window until the quantity entered is amended.

If you have enabled the Allow All Back Ordered Items to Print on Invoice option in the Sales Order Processing Setup window, then Back Ordered Catchweight items will appear on relevant invoices, with the quantity of 0. The Qty. to Back Order shown on the printed invoice will be an estimated quantity. However, you will not be able to alter the quantity of the Back Ordered item on the invoice in the Sales Transaction Catchweight Details window. Likewise you cannot amend item quantities where you have selected to Override Shortage on the order.

16. Sales Transaction Catchweight Details window



Transactions >> Sales >> Sales Trn Entry

Use the Sales Transaction Catchweight Details window to:

- Enter Catchweight quantities, units and actual weight

The Sales Transaction Catchweight Details window

Item Number	Catchweight Schedule	CW U of M	Catchweight Qty
LOBSTER	U of M	Estimated kilo	10
Red Lobster	SHELLFISH	Whole	5.00
Red Lobster	kilo	5.00	5.00

This window will also be displayed if you enter sales lines individually through the Sales Item Detail Entry window.

Note that if you selected the Order By Weight option in the Catchweight Setup window, and are entering a sales **order** for a catchweight item, then an additional order by quantity field will be displayed.

Ordered By Amount field

Ordered kilo

Enter the quantity you want to order in the base unit of measure in this field. The Catchweight Quantity will be calculated automatically.

16.1 Applying Catchweight Details to Sales Transactions

To apply Catchweight details to Sales Transactions in the Sales Transaction Catchweight Details window:

The transaction should initially be entered following standard Great Plains procedure.

1. Click into the quantity field in the Sales Transaction Entry scrolling window to open the Sales Transaction Catchweight Details window.
2. The Main Selling Unit from the Catchweight Unit of Measure Schedule will be displayed in the CW U of M scrolling window. Select an alternate unit of measure from the drop-down menu as required.

Note that if you enter a non-existent Catchweight U of M a message will be displayed asking if you want add it to the Catchweight. Click Yes to display the [Catchweight Maintenance window](#) where you can manually add the unit of measure. This does not apply to Dual Quantity Catchweight items.

3. Enter the Catchweight Quantity. This is the quantity of the item to be received, measured in the displayed Catchweight U of M.

The Estimated weight quantity will be amended relative to your selected Catchweight Unit of Measure.

For example, the item Lobster may have a Base Unit of Measure of Kilo, and a selected Catchweight Unit of Measure of Whole, with 1 Whole Lobster equalling 0.5 kilos. If you enter 10 into the Catchweight Quantity scrolling window then the Estimated Kilo displayed will be 5.



Note that the Base U of M quantity, for example kilo, will be displayed in the Sales Transaction Entry scrolling window. If you have set the Catchweight (in the Catchweight Maintenance window) to Add Text then you can click the Show button to display, for example, the number of whole Lobsters the quantity entered is equivalent to.

4. Enter the Actual Quantity in Base Unit of Measure for the Item Number. The Actual Quantity is used to confirm the weight of the transaction line and is based on the Base U of M. This may be entered at a later date, for example, after the items have been picked.



You can click the Expansion button to open the Actual Quantity Breakdown window, where you can enter Actual Qty details.



If you attempt to Confirm Picking of items that have not had an actual quantity entered against them then a warning will be displayed indicating that an item or items require actual quantities to be set.

Also note that the Actual Quantity should be within the percentage variance (the difference between the Estimated and Actual Quantity) set in the [Catchweight Setup window](#). If you enter an Actual Quantity greater than the percentage variance then you will receive a warning. Click OK to continue with the transaction.

If the Confirm option was not selected then you do not need to enter an Actual Quantity.

5. Click OK to confirm the details and return to the Sales Transaction Entry window. Proceed as per standard Great Plains procedure.

If the document type you are entering is a Return and you are not using the Myridas Returns Management module then the Sales Returned Catchweight Quantities Entry window will be displayed when you click OK.

Note that if you are using the Returns Management module then the quantity will be allocated to "Return" quantity type, unless you are editing an existing line in which case the [Sales Returned Catchweight Quantities Entry window](#) **will** be displayed.

Note that you can choose to clear entered details at any point by clicking the Clear button.

16.2 Entering Sales Transactions for Lot Controlled Catchweight Items

To enter a sales transaction for lot controlled catchweight items:

You should enter the transaction as described in 16.1. You will have entered catchweight details in the Sales Transaction Catchweight Details window and returned to the Great Plains Sales Transaction Entry window.

1. When you tab out of the Quantity Ordered field the Great Plains Sales Lot Number Entry window will be displayed.

The Sales Lot Number Entry window

Note that this window will open automatically when you enter a lot-numbered item in the Sales Transaction Entry window or Sales Item Detail Entry window if you didn't mark the Auto-Assign Lot Numbers option in the Sales Order Process Setup Options window, and you're not using a separate fulfillment process. If you did mark that option, this window won't open automatically, and lot numbers will be automatically assigned. However, you can change the lot number that was assigned at the time it was fulfilled.

Available	Whole Available	Whole Selected	Actual kilo	kilo Available
LOT134	20	20	10.00	10.00

Selected	kilo	Whole	Bin

2. Enter a lot number.

Note that for Dual Quantity Catchweight Lot Numbered items in sales orders and invoices you cannot enter a Lot Number. You must select one from those displayed in the scrolling window by tabbing down to the Lot Number you require.

3. Enter the Catchweight Selected quantity and Actual quantity that you want to assign to the lot number.

Note that you may assign the complete transaction quantity to one lot, or distribute it between multiple lots.

Also note that the Catchweight Qty entered cannot be greater than the Catchweight Remaining to Select quantity. The Actual Qty cannot be greater than the Actual Remaining to Select Qty. You cannot make entries that would leave either the actual or catchweight remaining quantities as a negative value.

4. Click Insert.
5. If you are assigning the transaction items to more than one lot number, then continue entering lot numbers for the item (steps 2 to 4). The Quantity Selected must equal the items extended quantity before you can move to the next line item in the Sales Transaction Entry window.
6. Click OK to confirm the details and return to the Sales Transaction Entry window.

17. Sales Returned Catchweight Quantities Entry window



Transactions >> Sales >> Sales Trn. Entry >> Sales Transaction Catchweight Details >> OK button (when entering a return document)

Use the Sales Returned Catchweight Quantities Entry window to:

- Enter details of customer returned catchweight items

The Sale Returned Catchweight Quantities Entry window

Return Quantity Type:	
On Hand	0.00
Returned	5.00
In Use	0.00
In Service	0.00
Damaged	0.00
Total	0.00

Note that if you are using the Returns Management module then the quantity will be allocated to "Return" quantity type, unless you are editing an existing line in which case the Sales Returned Catchweight Quantities Entry window **will** be displayed.

17.1 Entering Returns for Catchweight Items

To enter returns for catchweight items in the Sale Returned Catchweight Quantities Entry window:

1. The window will be displayed with the Quantity displayed in the Catchweight Unit of Measure.
2. Enter the quantity breakdown into the Return Quantity Type fields. You will not be able to proceed until the entire Quantity has been assigned to Return Quantity Types.

Note that clicking Documents will display the Receivables Transaction Enquiry - Debtor window.

3. Click OK to return to the Sales Transaction Entry window.

Note that you can click Cancel at any point to return to the [Sales Transaction Catchweight Details window](#).

18. Actual Quantity Breakdown window



Transactions >> Sales >> Sales Transaction Entry >> Sales Transaction Catchweight Details window >> Expansion button

Use the Actual Quantity Breakdown window to:

- Enter Actual quantities of picked items

The Actual Quantity Breakdown window

Occurrence of Whole	Actual Breakdown in kilo
1	0.49
2	0.51
3	0.48
4	0.50
5	0.50
6	0.51

Catchweight Qty	10
Catchweight U of M	Whole
Actual kilo	3.00
Estimated kilo	5.00

Note that this window can also be viewed by clicking the expansion button on the [Sales Transaction Catchweight Enquiry window](#).

18.1 Entering Actual Weight Quantities

To enter actual weight quantities into the Actual Quantity Breakdown window:

1. The number of Occurrence fields will match the Catchweight Qty. For example, if you have entered a Catchweight Qty of 6, then there will be 6 Occurrence fields.
2. Enter the actual quantity of each picked item into the Actual Breakdown scrolling window. The Base Unit of Measure will be displayed after Actual Breakdown in – actual quantities should be entered in this unit of measure.

The total of all entered quantities will be displayed in the Actual quantity field. The Estimated quantity will display the system-estimated quantity in this selected unit of measure.

- When you have entered actual quantities for all your picked items click the OK button.

Note that you can click Clear at any point to remove any entries that you have made.

19. Base Return on Invoice - Item Selection Catchweight Details window



Transactions >> Sales >> Sales Trn Entry >> Click the Item Number lookup

Use the Base Return on Invoice - Item Selection Catchweight Details window to:

- Enter catchweights details for returns based on invoices

*The Base
Return On
Invoice - Item
Selection
Catchweight
Details window*

Item Number	Invoice Qty	Posted Returns	On Collections	Returnable	Whole To Return
LOBSTER	10.00	0.00	0.00	10.00	10.00
Red Lobster			5.00	5.00	5.00

Note that this window is only available if you have access to the Myridas Returns Management module.

19.1 Entering Catchweight Details for Returns Based on Invoices

To enter catchweight details for returns based on invoices in the Base Return on Invoice - Item Selection Catchweight Details window:

The Base Return On Invoice - Item Selection Catchweight Details window will display the Item Number with quantity details in the base unit of measure. The window will be displayed automatically when you click the Item Number lookup in the Sales Transaction Entry window.

- The window will be displayed with details of the currently selected item Number.
- Enter the Catchweight Quantity to Return. This should be greater than zero but not greater than the returnable quantity.

The Estimated weight quantity will be amended relative to your selected Catchweight Unit of Measure.

For example, the item Lobster may have a Base Unit of Measure of Kilo, and a selected Catchweight Unit of Measure of Whole, with 1 Whole Lobster

equalling 0.5 kilos. If you enter 10 into the Catchweight Quantity scrolling window then the Estimated Kilo displayed will be 5.

3. Enter the Actual Quantity. This should be greater than zero but not greater than the Returnable Actual Quantity.
4. Click OK to confirm the details and return to the Base Return on Invoice - Item Selection window.

Note that you can choose to clear your selection at any point by clicking the Clear button.

20. Unconfirmed Catchweight Report



Reports >> Myridas Reports >> Catchweights >> Unconf. CW Report

Use the Unconfirmed Catchweight Report to:

- Identify Catchweight invoices where lines have not had an actual weight entered against them

*The
Unconfirmed
Catchweight
Report
window*

20.1 Printing Unconfirmed Catchweight Reports

To print an Unconfirmed Catchweight Report from the Unconfirmed Catchweight Report window:

1. Click All to include all Document ID's or click From to include a range of Document ID's. If you click From you must enter From and To Document ID's, or use the lookups to select Document ID's from the Sales Type ID's window.
2. Click All to include all Debtor ID's or click From to include a range of Debtor ID's. If you click From you must enter From and To Debtor ID's, or use the lookups to select Debtor ID's from the Debtors and Prospects window.
3. Click whether you want to include All lines or Unconfirmed lines only on the print.
4. Click Print to produce the Unconfirmed Catchweight Report.

To clear your selections at any point click the Clear button.

21. Picking Tickets for Catchweight Items

When Picking Tickets are printed for Catchweight items, the Catchweight Unit of Measure and quantity will be displayed.

A space is left under Picked Quantity where the actual quantity picked may be entered. This quantity should then be entered into the actual quantity field in the Sales Transaction Catchweight Details window.

*Sample
Picking
Ticket for
Catchweight
items*

Picking Ticket INV4139		The World Online, Inc. 4277 West Oak Parkway Chicago IL 60601-4277		Page: 1 18/02/02
Bill To: Adroit Foods Ltd 20 Food Parkway Drew NE		Ship To: Adroit Foods Ltd 20 Food Parkway Drew NE		
Debtor ID	Shipping Method	Purchase Order No.	Master No.	Delivery Date
ADROIT FOODS			233	19/02/02
Item Number	Bin Location	Pick Qty.	U of M	Picked Qty.
LOBSTER (20xWhole) Red Lobster	LOBST12	20.00 10.00 5.00	Whole kilo	

22. Sales Transaction Catchweight Enquiry window



Transactions >> Sales >> Sales Transaction Entry >> Extras >> Catchweight Enquiry

Use the Sales Transaction Catchweight Enquiry window to:

- Enquire about Catchweight details in Sales Transactions

The Sales Transaction Catchweight Enquiry window

Item Number	Catchweight Qty	Quantity Ordered	Unit Price
LOBSTER	10	5.00	\$2.00
[10xWhole] Red Lobster	Whole	KILO	\$10.00
	0.00	0.00	5.00

Subtotal	\$10.00
Trade Discount	\$0.00
Freight	\$0.00
Miscellaneous	\$0.00
Tax	\$0.00
Total	\$10.00

22.1 Enquiring about Catchweight Details

To enquire about Catchweight details in the Sales Transaction Catchweight Enquiry window:



1. The window will be displayed with details of all items in the relevant sales transaction. Click the Show button to display full details.

Non Catchweight items will have no information displayed in the Catchweight Quantity, Catchweight Unit of Measure and Actual Quantity scrolling windows.

2. Click OK to return to the Sales Transaction Entry window.

Note that you can click the expansion button to open the Actual Quantity Breakdown window where you can view the actual quantities of Catchweight items.



Catchweight Enquiries and Alternate Windows

23. Catchweight Enquiry window



Enquiry >> Sales >> Sales Documents >> Click on line containing Catchweight item >> Click Document Number zoom >> Click on Catchweight line >> Click the Expansion button >> Sales Item Detail Enquiry Zoom window

Use the Catchweight Enquiry window to:

- Enquire about Catchweight item transactions

*The
Catchweight
Enquiry
window*

Item Number	Catchweight Schedule	CW U of M	Catchweight Qty
Description	U of M	Estimated kilo	Actual kilo
LOBSTER	SHELLFISH	Whole	10.00
Red Lobster	kilo	5.00	5.00

23.1 Enquiring About Catchweight Item Transactions

To enquire about Catchweight transactions in the Catchweight Enquiry window:

1. The Catchweight Enquiry window will be displayed at the bottom of the Sales Item Detail Enquiry Zoom window when you select a Catchweight item in the Sales Transaction Enquiry Zoom window.

Note that the Catchweight Enquiry window is also available for inventory, purchasing and receivings transactions. To display the window for these types of transactions, simply proceed to the window via the appropriate inventory, purchasing or receivings transactions windows as required.

24. Catchweight Item Enquiry window



Enquiries >> Myridas Enquiries >> CW Enquiries >> CW Item Enquiry

Use the Catchweight Item Enquiry window to:

- Enquire about Catchweight items

*The
Catchweight
Item Enquiry
window*

	Catchweight U Of M	Base U Of M
On Hand	100	50.000
Allocated	20	10.000
Available	80	40.000
Sold	0	0.000
Returned	0	0.000
In Use	0	0.000
In Service	0	0.000
Damaged	0	0.000
Back Ordered	0	0.000
On Order	0	0.000

24.1 Enquiring About Catchweight Items

To enquire about Catchweight Items in the Catchweight Item Enquiry window:

1. Enter the Item Number that you want to view or select it using the lookup.
2. Select to view All Sites or click Site ID and use the Browse buttons or click the lookup to select a specific site to view.
3. Select a Catchweight U of M from the drop-down menu.
4. Quantity variations for each Unit of Measure will be displayed.
5. Click OK to close the window.

25. Catchweight Lot Number Enquiry window



Enquiries >> Myridas Enquiries >> CW Enquiries >> Catchweight Lot Enquiry

Use the Catchweight Lot number Enquiry window to:

- Enquire about Dual Quantity Catchweight lots

*The
Catchweight
Lot Number
Enquiry
window*

Lot Number	Date	Cost	Qty.	Type	Site ID
LOB1	11/02/02	\$10.00	On Hand	WAREHOUSE	
5.50		0.00	0.00	5.50	
10.00		0.00	0.00	10.00	
LOB2	12/02/02	\$10.00	On Hand	WAREHOUSE	
5.00		0.00	0.00	5.00	
10.00		0.00	0.00	10.00	
LOB2	13/02/02	\$10.00	On Hand	WAREHOUSE	
2.00		0.00	0.00	2.00	
0.00		0.00	0.00	0.00	

Quantities	On Hand	Allocated	Available
kilo	19.00	2.75	16.25
Whole	35.00	5.00	30.00

25.1 Enquiring About Dual Quantity Catchweight Lot Numbers

To enquire about Dual Quantity Catchweight Lot Numbers in the Catchweight Lot Number Enquiry window:

1. Enter the Item Number that you want to view or select it using the lookup.
2. Select to view All Sites or click Site ID and use the Browse buttons or click the lookup to select a specific site to view.
3. Click to display All Lots or only Available Lots.
4. Select to display Lot Numbers from All dates or click From and enter a date range for which Lot Numbers will be displayed.
5. For Sorted By click to display Lot Numbers by Date or by Lot (in alphanumeric order).

- All Lot Numbers for the Item Number within the selection range will be displayed in the scrolling window with quantity details.

Total quantities for the selection range will be displayed in the lower scrolling window.

Note that if you change your selection criteria you can click redisplay to show the new Lot Number range.

- Click OK to close the window.

26. Item Stock Inquiry window - Catchweights version

The Item Stock Inquiry window is a feature of the Great Plains Advanced Distribution module, used to calculate and trace stock balances.

Added functionality is provided by the Catchweights module, allowing the user to calculate balances based on Catchweight alternative Units of Measure.

All Units of Measure assigned to a Catchweight item will be displayed in the drop-down Units of Measure list.

To view stock balances by a Catchweight Unit of Measure:

- Select a Catchweight Unit of Measure from the Display Unit of Measure drop-down menu. This will display stock balances based upon the selected Unit of Measure.

The Item Stock Card window - catchweights version

The screenshot shows the 'Item Stock Inquiry' window for item 'LOBSTER' (Red Lobster). The 'Display Unit of Measure' is set to 'Whole'. A table below shows transaction history:

Doc. Date	Document Type	Document Number	QTY In	QTY Out	Balance
17/10/02	Adjustment	0000000000000041	0.00	20.00	10.00
17/10/02	Adjustment	0000000000000040	10.00	0.00	30.00

27 Available to Promise window – Catchweights Version

The Available to Promise window is a feature of the Great Plains Available to Promise module, used to enquire about free stock.

Added functionality is provided by the Catchweights module, allowing the user to enquire about free stock based on Catchweight alternative Units of Measure.

All Units of Measure assigned to a Catchweight item will be displayed in the drop-down Units of Measure list. Dual Quantity Catchweight Items will by default be displayed in the Catchweight Unit of Measure.

To view free stock by a Catchweight Unit of Measure:

1. Select a Catchweight Unit of Measure from the Display Unit of Measure drop-down menu. This will display stock balances based upon the selected Unit of Measure.

*The Available
To Promise
window -
catchweights
version*

The screenshot shows the 'Available To Promise' window with the following details:

- Item Number:** LOBSTER (Red Lobster)
- Site ID:** WAREHOUSE
- Description:** Main Site
- Base U of M:** Kilo
- Bin Number:** (empty)
- Display U of M:** Whole (dropdown menu is open showing Kilo and Whole)

Summary statistics:

On Hand	50.00	Pending Recpts.	0.00
Allocated	40.00	Purch. Orders	0.00
Available	10.00	Back Ordered	0.00
W.I.P.	0.00	Unalloc. Orders	0.00
Returns	0.00	Free Forward	10.00

Type	Document	Debtor/Creditor ID	Date	Quantity In	Quantity Out	Balance
				Allocated	Back Ordered	
	ORDST1100	ADROIT FOODS	12/02/02	0.00	0.00	0.00
SINV	INV4138	ADROIT FOODS	12/02/02	0.00	5.00	45.00
SORD	ORDST1116	ADROIT FOODS	16/02/02	0.00	20.00	25.00
	ORDST1118	ADROIT FOODS	19/02/02	0.00	0.00	0.00
SINV	INV4139	ADROIT FOODS	19/02/02	0.00	20.00	5.00

Buttons: Calculate Ship Date (00/00/00), OK, Redisplay

28. Template Selling – Catchweights Version

The Template Select window a feature of the Myridas Template Selling module, has been given added functionality by the Myridas Catchweights module.

With the Catchweights enhancement, clicking on a Catchweight item in the Items scrolling window will display Catchweight Units of Measure and quantities in the Item History scrolling window, if they have been entered for the listed orders.

The Template Select window – Catchweights version

The screenshot shows the 'tcs01 Template Select' window. At the top, there are search and navigation icons. Below that, a form contains the following fields:

- Debtor ID:** BOYLESCO0001 (Boyle's Country Inn's)
- Ship to Address:** PRIMARY (109 Burke)
- Template:** SHELLFISH (Boyle's shellfish template)

The main area is divided into two sections:

Items (LOBSTER)

Sequence No.	Item Number	Description	List Price	QTY Avail
20	LOBSTER	Red Lobster		
40	CRAB	White crab		

Item History

Order Date	Document No.	U of M	Quantity	Price
19/05/99	ORDST1075	Whole	5.00	\$5.00
14/09/01	ORDST1074	Whole	5.00	\$5.00
14/09/01	ORDST1076	Whole	20.00	\$5.00
14/09/01	ORDST1077	Whole	20.00	\$5.00

At the bottom, there is a dropdown menu set to 'by Sequence Number' and 'Select' and 'Cancel' buttons.

29. Order History window – Catchweights Version

The Order History window, a feature of the Myridas Template Selling module, has been given added functionality by the Myridas Catchweights module.



With the Catchweights enhancement, clicking on the Show button will display Catchweight Units of Measure and quantities that have been entered for the listed orders.

The Order History window – Catchweights version



The screenshot shows the 'tcs01 Order History' window. It contains search fields for Debtor ID (BEATRICE0001), Ship To Address (PRIMARY), Document No. (ORDST1079), and Date (14/09/01). Below these is a table with columns for Item Number, U of M, Qty, Price, Item Description, CW U Of M, CW Quantity, and Extended Price. The table lists 'LOBSTER' and 'Red Lobster' with their respective catchweight units and quantities.

Item Number	U of M	Qty	Price	Item Description	CW U Of M	CW Quantity	Extended Price
LOBSTER	kilo	2.00	5.00				
Red Lobster	whole	4.00	20.00				

Appendix A

Access to Myridas Windows

Catchweights

Window Name	 Menu Access	 Other Access
Actual Quantity Breakdown	Transactions >> Sales >> Sales Trn Entry >> Sales Transaction Catchweight Details >> Expansion button	
Assign Catchweight to Item Number	Cards >> Myridas Cards >> Catchweights >> Assign Ind. Item to CW	
Assign Items to Catchweights	Cards >> Myridas Cards >> Catchweights >> Assign Items to CW	Cards >> Myridas Setup >> Catchweights >> Catchweight Maintenance >> Assign button
Base Return On Invoice - Item Selection Catchweight Details	Transactions >> Sales >> Sales Trn Entry >> Click the Item Number lookup	
Catchweight Allocation Range	Cards >> Myridas Cards >> Catchweights >> Assign Items to CW >> Ranges button	
Catchweight Enquiry	Enquiry >> Sales Docs >> Click on line containing Catchweight item >> Click Document Number zoom >> Click on Catchweight line >> Click the Expansion button >> Sales Item Detail Enquiry Zoom window	Purchasing and Receiving transactions

Catchweight Item Enquiry	Enquiries >> Myridas Enquiries >> CW Enquiries >> CW Item Enquiry	
Catchweight Lot Number Enquiry	Enquiries >> Myridas Enquiries >> CW Enquiries >> Catchweight Lot Enquiry	
Catchweight Maintenance	Cards >> Myridas Setup >> Catchweights >> Catchweight Maint.	
Catchweight Setup	Cards >> Myridas Setup >> Catchweights >> Catchweight Setup	
Catchweight Unit of Measure Entry	Transactions >> Inventory >> Stock Count Entry >> Counted Quantity Expansion button	
Item Transaction Lot Entry Catchweight Details	Transactions >> Inventory >> Item Transaction Entry	
Purchase Order Catchweight Details	Transactions >> Purchasing >> Purchase Order Entry	
Purchase Series Posting Catchweight Errors	Transactions >> Purchasing >> Series Post >> Click on a Batch ID where Actual Quantities have not been entered for one or more items in a transaction	
Receivings Transaction Catchweight Details	Transactions >> Purchasing >> Receivings Trn Entry	
Sales Returned Catchweight Quantities Entry	Transactions >> Sales >> Sales Trn. Entry >> Sales Trn Catchweight Details >> OK button (when entering a return document)	

Sales Transaction Catchweight Details	Transactions >> Sales >> Sales Trn Entry	
Sales Transaction Catchweight Enquiry window	Transactions >> Sales >> Sales Trn Entry >> Extras >> Catchweight Enquiry	
Transaction Entry Catchweight Details	Transactions >> Inventory >> Transaction Entry	
Unconfirmed Catchweight Report	Reports >> Myridas Reports >> Catchweights >> Unconf. CW Report	

Appendix B

Alternate Great Plains Windows

Some Great Plains windows have been modified to incorporate Myridas behaviour:

Great Plains Window Name	Series	Myridas Module	Modification
Purchasing Lot Number Entry	Purchasing	Catchweights	Allows entry of catchweight lot details
Sales Lot Number Entry	Sales	Catchweights	Allows entry of catchweight lot details
Sales Transaction Entry	Sales	Catchweights	Displays Catchweight quantities

Appendix C

Modified Myridas Windows with additional modules

Some Myridas windows will have additional functionality when used in conjunction with other Myridas modules:

Myridas Window Name	Module	Additional Myridas Module	Modification
Template Select window	Template Selling	Catchweights	Clicking on a Catchweight item in the Items scrolling window will display Catchweight Units of Measure and quantities in the Item History scrolling window
Order History window	Template Selling	Catchweights	Clicking the Show button will display Catchweight Units of Measure and quantities that have been entered for the listed orders
Base Return On Invoice - Item Selection window	Returns Management	Catchweights	Opening this window when a catchweight item is selected will also display the Base Return On Invoice - Item Selection Catchweight Details window

Appendix D

Myridas Reports

Myridas provides reports to increase information visibility.

Report Name	Module	Functionality
Unconfirmed Catchweight report	Catchweights	Prints details of catchweight invoices where lines have not had an actual weight entered against them, based on the range selection made in the Unconfirmed Catchweight Report window

The Catchweights module can also be used in conjunction with Great Plains Report Writer to provide additional reporting parameters.

Catchweight Report Functions

Overview

There are three CW Report Functions:

1. `rw_tcsSOPFN00020_GetCWDisplayQTY`

Returns the CW Display QTY for the passed SOP Type, SOP Number and Line Item Sequence.

2. `rw_tcsSOPFN00020_GetCWDisplayUOfM`

Returns the CW Display U Of M for the passed SOP Type, SOP Number and Line Item Sequence.

3. `rw_tcsSOPFN00020_GetCWDisplayQTYForInvoicedOrder`

Only used for Invoices. Even though 'SOP Type' is passed, if it is not set to `SOP_INVOICE` then the script will abort.

The report passes an Item Line off an Invoice Document and this function attempts to read in the associated Order and gets the CW Display QTY for it.

All three functions need the following three parameters passed to them:

- SOP Type
- SOP Number
- Line Item Sequence

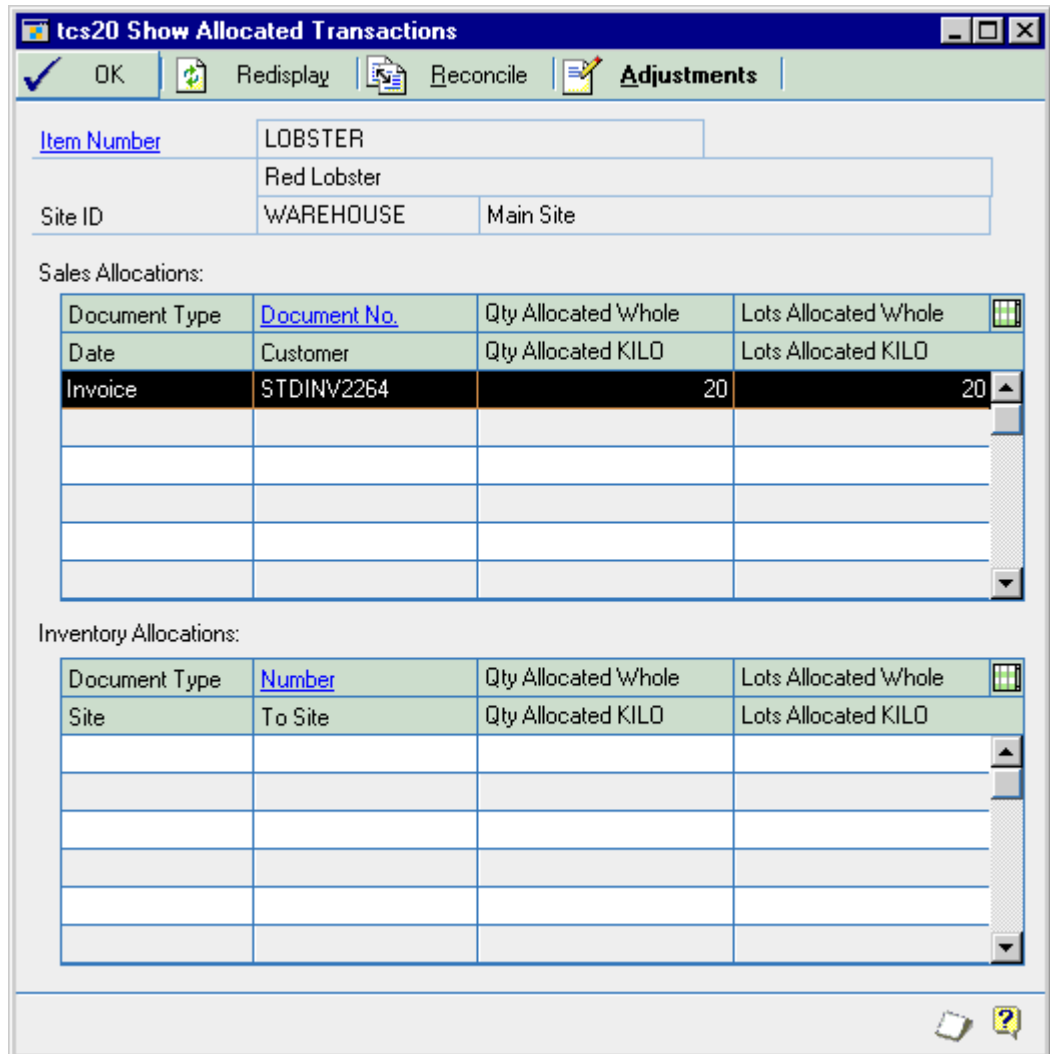
Using in a report

To add the CW Report Functions to a report, follow these steps (note that for this example you will be adding the `rw_tcsSOPFN00020_GetCWDisplayQTY` function):

1. Open the Report Layout window.
2. On the Toolbox window, select Calculated Fields in the drop-down list
3. Click the New Button.
4. Choose a name - for example `CWDisplayQTY`.
5. Result type will vary depending on which CW Report Function you are using:
 - `rw_tcsSOPFN00020_GetCWDisplayQTY` - Currency
 - `rw_tcsSOPFN00020_GetCWDisplayUOfM` - String
 - `rw_tcsSOPFN00020_GetCWDisplayQTYForInvoicedOrder` - Currency
6. Expression Type should be left at Calculated.
7. Select the Functions Tab.
8. Select the User Defined radio button
9. From the Core DDL, select Sales.
10. From the Function DDL, select the relevant Function (`rw_tcsSOPFN00020_GetCWDisplayQTY` in this example).
11. Click the Add Button.
12. You need to pass parameters to the function. It is assumed the report you are creating contains the 'Sales Transaction Amounts Work' table (`SOP_LINE_WORK`).
13. Select the Fields tab.
14. Select 'Sales Transaction Amounts Work' from the Resources DDL.
15. In the Field DDL, select 'SOP Type' and press the Add Button.
16. In the Field DDL, select 'SOP Number' and press the Add Button.
17. In the Field DDL, select 'Line Item Sequence' and press the Add Button.
18. All done, press OK to save the Calculated Field.
19. You may now drag the Calculated Field on to the report.
20. You can now assign formatting as normal to the field.

window. Click OK to close the window or click on a line then click the Allocated zoom button to view specific transactions in the Show Allocated Transactions window.

The Show Allocated Transactions window



- Specific transactions with allocated dual quantities for the selected item number/site combination will be displayed in the in the scrolling windows.

Upper scrolling window	Displays sales transactions with allocated dual quantities
Lower scrolling window	Displays inventory transactions with allocated dual quantities

- Click OK to close the window or select Reconcile or Adjustments (see below).

Adjustments

1. Click on a line and click Adjustments to display the Dual Quantity Adjustments window.

*The Dual
Quantity
Adjustments
window*

Lot Number	Received Whole	Allocated Whole	Sold Whole	Available Whole
Site ID	Received KILO	Allocated KILO	Sold KILO	Available KILO
Site Description			Date	Qty. Type
A	100	20		0
WAREHOUSE	50.000	10.000		0.000
Main Site			18/07/03	On Hand
				\$2.00

Quantities	On Hand	Allocated	Available
Whole	100	20	80
KILO	50.000	10.000	40.000

2. The current item number/site combination will be displayed. Select alternate values as required. Lot specific details are displayed in the upper scrolling window. Site specific details are displayed in the lower scrolling window. Catchweight quantities to be changed for displayed lots.

Note that if you have selected a non-lot numbered catchweight item then catchweight site details will still be displayed in the lower scrolling window.

3. All dates will be selected by default. Click From and enter a date range to view details for specified dates only. Display options enables you to view All or Available Lot details. Select as required. Sorted By enables you to view in Date or Lot order. Select as required. These options apply to lot details in the upper scrolling window only.
4. In the scrolling window catchweight quantities to be changed for displayed lots. On Hand and Allocated quantities can be changed at site level in the lower scrolling window. For lot tracked catchweight items, received and allocated quantities, can be changed for individual lots in the upper scrolling window.
5. Click OK to save any changes made and close the window.

Reconcile

1. Click reconcile and the catchweight allocated quantity at site level is reconciled against all existing transactions for the item. The allocated quantity is recalculated by summing;
 - all sales documents that have catchweight quantities allocated against them
 - any current negative inventory adjustments
 - any current inventory transfers from the site

If the current site allocated quantity is different to the reconciled allocated quantity then it will be adjusted to the recalculated figure.

If the item is lot controlled then a further reconciliation of allocated quantities for individual lots will be done in a similar way. This may result in the allocated figure for individual lots being adjusted.

Index

A

- Actual Quantity Breakdown window . 39
- Adding
 - actual weight quantities prior to transaction posting 23
- Applying
 - catchweight details to sales transactions 34
 - catchweights to purchase orders..... 17
 - catchweights to receivings transactions 19
- Assign Catchweights to Item Number window 12
- Assign Item to Catchweights window 13
- Assigning
 - catchweights to individual items 12
 - multiple items to catchweights..... 13
 - range of items to catchweights..... 15
- Available to Promise window
 - catchweights version 48

B

- Base Return on Invoice - Item Selection Catchweight Details window 40

C

- Catchweight
 - purchasing 16
- Catchweight Allocation Range window 14
- Catchweight Enquiries and Alternate windows 44
- Catchweight Enquiry window 44
- Catchweight Inventory Transactions .. 25
- Catchweight Item Enquiry window 45
- Catchweight Lot Number Enquiry window 46
- Catchweight Maintenance window 9
- Catchweight Sales Processing 33
- Catchweight Setup window 8
- Catchweight Unit of Measure Entry window 30
- Catchweights 6
 - dual quantities 7
 - setup and maintenance 8
- Catchweights Glossary 7
- Creating
 - catchweights 10

D

- Deleting

- catchweights 10
- Dual Quantity Catchweights 7

E

- Editing
 - catchweights 10
- Enquiring
 - about catchweight details.....43
 - about catchweight item transactions44
 - about catchweight items45
 - about dual quantity catchweight lot numbers46
- Entering
 - actual weight quantities39
 - catchweight details for returns based on invoices.....40
 - item transactions for catchweight items26
 - item transactions for lot controlled catchweight items27
 - returns for catchweight items.....38
 - sales transactions for lot controlled catchweight items36
 - stock count lot number information for catchweight items32
 - stock counts for catchweight items 30, 32

I

- Item Stock Inquiry window
 - catchweights version.....47

O

- Order History window
 - catchweights version.....50

P

- Picking list print
 - catchweight items42
- Printing Unconfirmed Catchweight Reports42
- Purchase Order Catchweight Details window 17
- Purchasing Series Posting Catchweight Errors window23

R

- Receiving
 - lot controlled catchweight items21
- Receivings Transaction Catchweight Details window 19

Receivings Transactions Entry window catchweights version	18	Stock Count Entry catchweights version.....	29
S		T	
Sales Returned Catchweight Quantities Entry window	38	Template Selling catchweights version.....	49
Sales Transaction Catchweight Details	34	Transaction Entry Catchweight Details window	26
Sales Transaction Catchweight Enquiry	43	U	
Sales Transaction Entry window catchweights version	33	Unconfirmed Catchweight Report	41
Setting up Catchweights	8		