





Import Order / Goods Receipt Lines

Get items from purchase order / goods receipt

Menu

-  Add to import preview
-  Delete selected preview line
-  Apply preview

Add to import preview

This transfers all selected lines to the import preview. Selected lines are represented by a green check mark .

Delete selected preview line

This removes all selected lines from the import preview.

Apply preview

This transfers all lines from the import preview to the document to be validated. You have the choice whether these lines should replace the SQUEEZE positions or be appended at the end.

Areas

Order number

Order No.

330021789

...

The order number read out is displayed here. If several order numbers have been read out, the corresponding list can be opened via the three dots.

	Line No. ↑		Value
→	<u>10000</u>	:	330021789
	20000		330022500

OK

Cancel

Order & Deliveries

In this area the order and all its lines are listed, as well as all related deliveries and their lines.

	Docume... Type	Added	Document No.	Document Line No.	Description	Type	No.	
>	Order		330021789					^
→	Receipt	:	107039					
	Receipt	✓	107039	10000	Lemon Phone Y12	Item	70085	
	Receipt		107039	20000	RACER Monitor '24	Item	70086	
	Receipt	✓	107039	30000	Headset ZXT 2020	Item	70087	
	Receipt	✓	107039	40000	Laptop FOX 2230	Item	70088	
	Receipt	✓	107039	50000	HDMI Kabel 5m	Item	70089	
	Receipt	✓	107039	60000	HDMI Kabel 10m	Item	70090	
	Receipt		107039	70000	Maus FOX 2100	Item	70091	
	Receipt		107039	80000	Mousepad FOX 3188	Item	70092	
	Receipt		107039	90000	Handyhülle Lemon C12	Item	70093	
	Receipt		107039	100000	Displavschutz A98	Item	70094	▼

Import preview

All selected items are listed in this area.

Type	No.	Description	Quantity	Unit of Measure	Direct Unit Cost	Line Ar	
→ <u>Item</u>	:	70085	Lemon Phone Y12	6	STÜCK	545,00	3.2
Item		70087	Headset ZXT 2020	6	STÜCK	45,00	2
Item		70088	Laptop FOX 2230	4	STÜCK	742,00	2.9
Item		70089	HDMI Kabel 5m	10	STÜCK	5,50	
Item		70090	HDMI Kabel 10m	5	STÜCK	9,90	

Revision #3

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