



**MOLSON POINT**  
**v2.1**

Product Ordering &  
Inventory Net Tool

User Manual



**Revision 3.4: January 21, 2005**

## **Table of Contents**

<b>Objectives.....</b>	<b>5</b>
<b>Overview.....</b>	<b>6</b>
<b>CoorsNet Background.....</b>	<b>8</b>
<b>Logging on to CoorsNet.....</b>	<b>9</b>
<b>CoorsNet - The First Page.....</b>	<b>10</b>
<b>Your Personal Settings .....</b>	<b>11</b>
<b>How to Create a CoorsNet Logon ID.....</b>	<b>12</b>
<b>Logging on to Molson POINT.....</b>	<b>13</b>
<b>Data Input Process.....</b>	<b>14</b>
<b>Molson POINT Home Page.....</b>	<b>15</b>
<b>Preferences Page.....</b>	<b>16</b>
<b>Distributor Product Preference Page.....</b>	<b>17</b>
<b>Upload File.....</b>	<b>19</b>
<b>File Guidelines and Specifications .....</b>	<b>20</b>
<b>Upload File: Error Messages .....</b>	<b>21</b>
<b>Arrivals Page.....</b>	<b>22</b>
<b>Sales &amp; Inventory Page .....</b>	<b>24</b>
<b>Forecasting.....</b>	<b>25</b>
<b>Forecasting and Inventory Worksheet .....</b>	<b>26</b>
<b>Beer Order Process .....</b>	<b>29</b>
<b>Orders Homepage.....</b>	<b>30</b>
<b>Create a New Order .....</b>	<b>31</b>
<b>Change Existing Order.....</b>	<b>33</b>
<b>Change Requested Ship Date .....</b>	<b>35</b>
<b>Reports.....</b>	<b>36</b>
<b>Support.....</b>	<b>41</b>
<b>Appendix A: Upload File Format .....</b>	<b>42</b>

This page left intentionally blank

## Objectives

### Overall Objectives:

- This document provides the process and information to utilize the Molson POINT tool effectively

### Detailed Objectives:

- Describe the MUSA beer ordering process
- Describe the background and purpose of Molson POINT
  
- Logon to CoorsNet
- Access and navigate Molson POINT
- Perform an Upload (optional)
  
- Report Arrivals
- Report Sales and Inventory
- Forecast for up to 8 weeks in advance
- Enter new orders
- Change an existing orders
- Change the requested arrival date
- Generate standard system reports
  
- Understand the support mechanisms – Who to call?
- Review the information in the Appendices

## Overview

### What is Molson POINT?

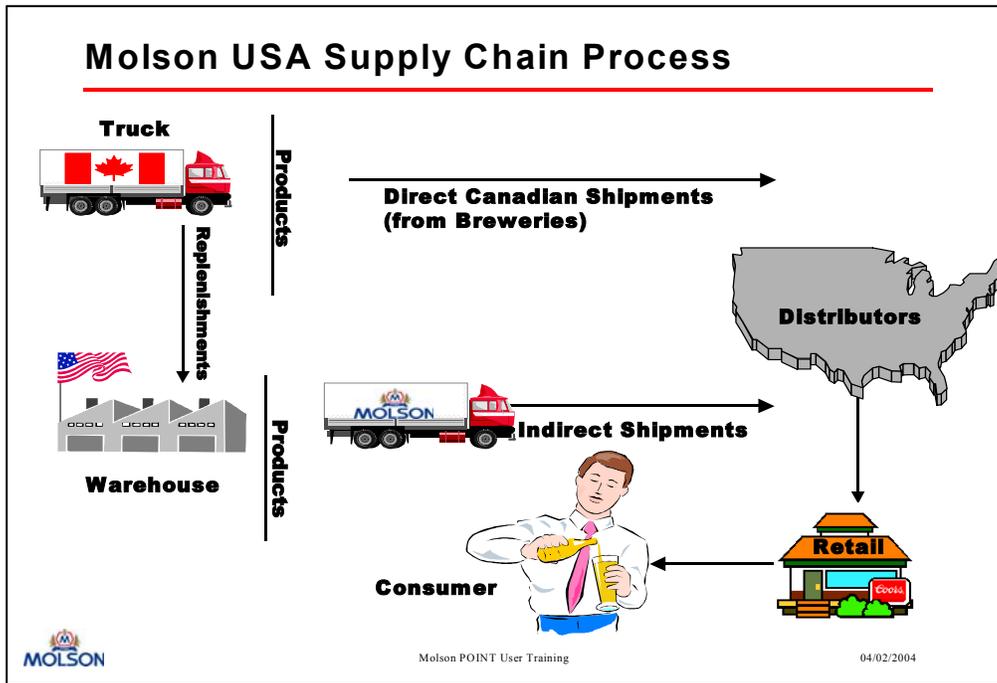
POINT stands for Product Ordering & Inventory Net Tool. Molson POINT is an interactive web-based tool to enable communication between Molson USA and distributors. This system provides functionality for distributors to:

- Record Arrivals, Sales and Inventory
- Enter Forecasts
- Plan Inventory Flow
- Create New Orders
- Change Existing Orders
- Change Requested Ship Date
- Generate Reports
- Monitor Days Of Inventory (DOI)

### Key Terms

Term	Definition
<b>Molson POINT</b>	Molson Product Ordering & Inventory Net Tool
<b>Order</b>	Distributor's request for product in a specific week
<b>Sales/Removals</b>	Identifies sales to retailers and other customers (excluding other Molson wholesalers)
<b>Order #</b>	Number generated and assigned by Molson POINT after the order has been saved
<b>Product #</b>	Unique MUSA product number (5-digit number)
<b>Shipment #</b>	Number assigned by the system to each US DC sourced shipment. For Canadian sourced shipments (Plant and Canadian DC) shipment # represents the Bill of Lading (BOL) Number

# Molson USA Supply Chain



## Key elements of the Molson USA Supply Chain:

- A service team focused on meeting your product supply needs, including a Customer Service Analyst (CSA) as your single point of contact, ensuring product availability close to your market.

## CoorsNet Background

### What is CoorsNet?

CoorsNet is your 'one stop shopping' web site for electronic communications within Coors and Molson USA. It provides connectivity to all applications by acting as the central application through which all other applications are accessed. CoorsNet is the home for all new Coors-related and Molson USA related computer contact with our distributor network.

CoorsNet supports multiple users for distributorships. Coors encourages you to request IDs for every key individual within your organization. In this manner, you can ensure that information can be sent directly to the person who needs it.

### Why CoorsNet?

To corral all Internet applications that serve distributors and field sales users to provide:

- Faster access to Information flow
- Single point of entry
- Reduced training effort
- Consistent technology

### Benefits of using CoorsNet

- Dramatically enhance Coors Brewing Company's and Molson USA's communications potential with distributors and Field Business Areas
- Centralized communication to and from CBC and Molson USA
- No duplicates of email, postal mail, phone requests, or reports from CBC, and Molson USA

## Logging on to CoorsNet

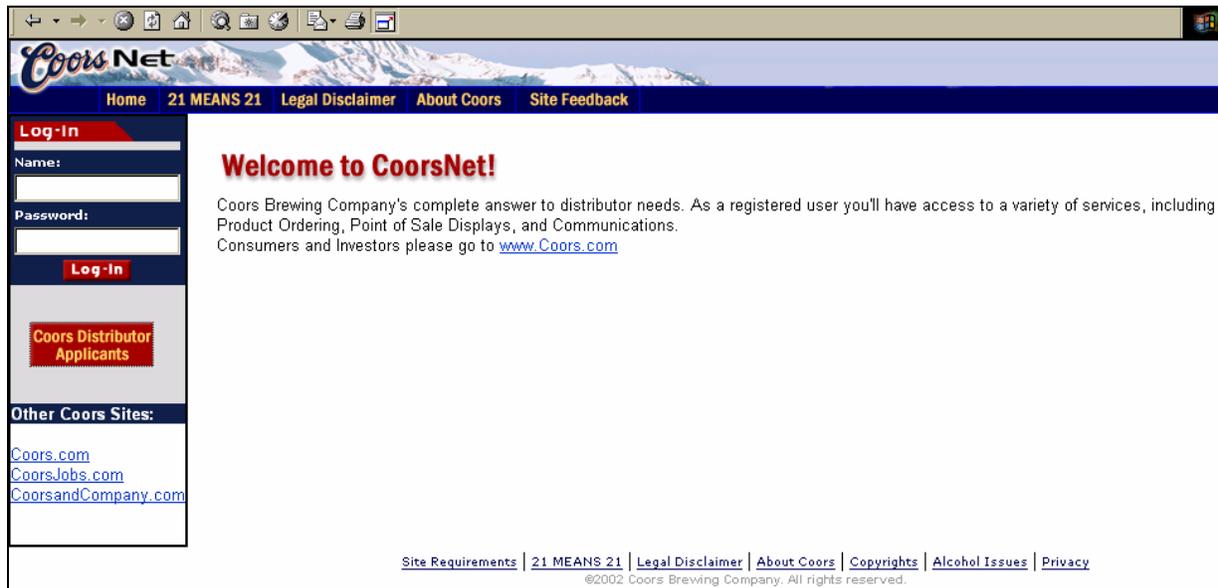
Access to CoorsNet and Molson POINT requires a connection to the Internet and Internet Explorer:



After logging into your Internet Service Provider (ISP):

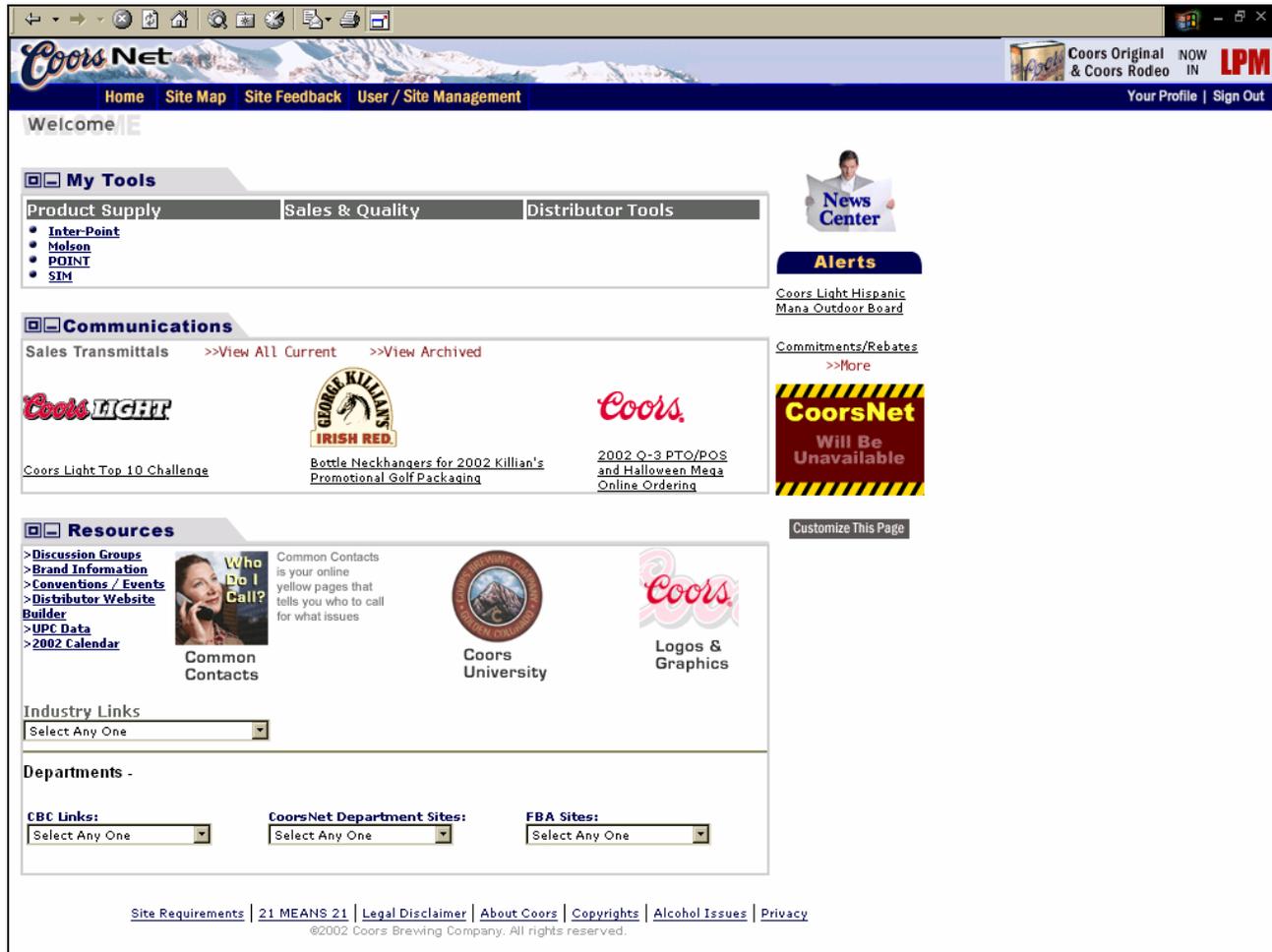
ACTION	FIELD NAME
1. Enter	<a href="http://www.coorsnet.com">www.coorsnet.com</a> in address field

The following page will appear:



ACTION	FIELD NAME
1. Enter	User name in 'Name:' field
2. Enter	Password
	<b>Note:</b> For security reasons, we recommend you do NOT select the option to save this password in your password list, if prompted to do so by your browser.
3. Click	The Log-in button

## CoorsNet - The First Page



### My Tools

These are links to the different product ordering management tools.

### Communications

These links take you to current Molson USA promotions and LPMs.

### Resources

This folder contains links to Distributor Message Boards, Product Information, MUSA Calendars, Department links and Selected Industry pages.

### Your Profile

The user preferences and data page is where you can update distributor contact information as well as change passwords.

## Your Personal Settings

The screenshot displays the 'Your Personal Settings' page on the CoorsNet website. The page header includes the CoorsNet logo and navigation links: Home, Site Map, Site Feedback, User / Site Management, Your Profile, and Sign Out. The main content area contains a form for updating personal information. The form fields are as follows:

- Title: Mr. (dropdown menu)
- First Name: Brain
- Last Name: Buggme
- Job Title: (empty text box)
- Address 1: (empty text box)
- Address 2: (empty text box)
- City: (empty text box)
- State: (empty text box)
- Zip Code: (empty text box)
- Country: usa
- Phone Number: (empty text box)
- Phone Extension: (empty text box)
- FAX Number: (empty text box)
- Exchange Folder Address: (empty text box)
- E-mail Address: (empty text box)
- National ID or SSN: (empty text box)
- Mother's Maiden Name: (empty text box)
- Status:  Active  Inactive
- Last Login Date: 07/10/02 02:39:12 PM
- Modify Login Date
- Last Modification Date: 07/10/02 02:39:15 PM
- User's System Configuration: Microsoft Internet Explorer version 4.0 (compatible; MSIE 6.0; Windows NT 5.0)
- New Password: (empty text box)
- Re-confirm New Password: (empty text box)

By clicking the Your Profile link in the top section of your page, you can modify your personal settings. The following important information is maintained in your personal settings:

### Email address:

Your email address is an important means to send important information. Make sure that your address is always correct

### Password:

This is the only location to change your password for CoorsNet and all other applications accessed via CoorsNet including Molson POINT

## How to Create a CoorsNet Logon ID

ACTION	FIELD NAME
1. Go to	<p><a href="http://www.coorsnet.com">www.coorsnet.com</a> on your Internet browser</p> <p>The 'Welcome to CoorsNet' page appears, locate the Login box in the upper left portion of the page</p>
2. Enter	<p>Newcnid in the Name field</p> <p><b>Note:</b> For security reasons, Do not select the option to save this password in your password list</p>
3. Enter	Newcnid in the Password field
4. Click	<p>Red Log-in button</p> <p>A new box will appear. Again, type in newcnid for the User Name and newcnid for the Password</p>
5. Click	'OK' button
6.	<p>When the form 'Request a New CoorsNet User ID' appears on the page, fill in all required information:</p> <ul style="list-style-type: none"> <li>• Last 4 digits of your Social Security or National ID Number (this is used for the security check if you should forget your password)</li> <li>• First Name</li> <li>• Last Name</li> <li>• Phone Number</li> <li>• Distributor Number</li> <li>• Country</li> <li>• E-Mail Address</li> <li>• Click the button marked 'Submit'</li> <li>• Coors will e-mail you a personalized response that includes your secure CoorsNet user name and CoorsNet password. You will then be able to access CoorsNet!</li> </ul>

## Logging on to Molson POINT

After Logging on to CoorsNet, Click on the Molson POINT link located on the left side of the page:



ACTION	FIELD NAME
--------	------------

- |          |  |
|----------|--|
| 1. Click | Molson link located on left side of page |
|----------|--|

### Molson POINT Helpful Hints

- Within any page, click on Help, located in the upper portion of the page, to receive on-line help documentation
- Within any page, click on Preferences, located in the upper portion of the page, to change default or previously set preferences
- When moving within fields, use the TAB key
- All standard input fields are outlined in RED
- The Message area of the home page will indicate any system messages such as downtime that you need to be aware of. Please refer to the Message area often
- Click on the large tabs to reach a specific page
- SAVE Buttons are located on the bottom of the pages. You may have to scroll down to display them

## Data Input Process

The order that data is entered into the Molson POINT tool is extremely important. As Molson POINT calculates expected inventories and DOIs: the current inventories, removals, and arrivals must be entered prior to visiting the worksheet or order pages.

**Note:** Any orders that have NOT arrived, will be considered "In Transit."

Data Input Process - Step-by-Step	
<b>Step 1</b>	What has already happened? <ul style="list-style-type: none"> <li>• What shipments have been received? (Arrivals page)</li> <li>• What you sold last week? (Sales &amp; Inventory page)</li> <li>• What your inventory is at the end of the week? (Sales &amp; Inventory page)</li> </ul>
<b>Step 2</b>	What do you plan for future weeks? <ul style="list-style-type: none"> <li>• Forecasted to sell (Forecasts page)</li> </ul>
<b>Step 3</b>	What products do you want to order? <ul style="list-style-type: none"> <li>• In order to fulfill your sales forecast (Inventory Worksheet)</li> <li>• In order to maintain the appropriate level of inventory (Inventory Worksheet)</li> </ul>
<b>Step 4</b>	Adjust order quantities to max out vehicles and submit order (Order page) <p><b>Note:</b> When an order has been submitted, an order number will be displayed. Changes to the Worksheet will not update an order.</p>

## Molson POINT Home Page

Arrivals Sales & Inv Forecasts Worksheet Orders Reports

HELP LOG OUT  
PREFERENCES

Distributor: 010140--AL, MONTGOMERY, Allstate Bevera

Ship To: 010141--AL, DEMOPOLIS, Allstate Bevera, 2760 Highway 43

Messages  
There are no messages to display at this time

**Welcome to the Molson Ordering System**

**Upload**  
Upload File (optional)  
*Upload your weekly Sales and Inventory records from a local file.*

**Arrivals**  
Arrivals  
*Report loads that have been received, unloaded and included in your Ending Inventory.*

**Sales & Inv**  
Sales & Inventory Reconciliation  
*Enter weekly Sales and Inventory for each product.*

**Forecasts**  
Forecast Entry  
*Data entry screen for entering forecast by distributor.*

**Worksheet**  
Forecasting & Inventory Worksheet  
*Adjust forecasts and review affect on projected inventory levels and sales trends.*

**Orders**  
Order Creation  
*Create or edit orders for Molson Products.*

**Reports**  
Order Status Reports  
*View up-to-date order status information.*

The Home Page above will appear after logging on to the network. To return to the home page simply click the 'HOME' hyperlink, located in the upper right hand corner of the blue field.

- Within any page, click on Help, located in the upper portion of the page, to receive on-line help documentation
- Within any page, click on 'Preferences', located in the upper portion of the page, to change default or previously set preferences (see next page)
- When moving within fields, use the TAB key
- The Message area will indicate any system messages for which you need to be aware. Please refer to the Message area often
- Click on the large buttons and tabs to reach a specific page directly
- Distributor - Identifies who the product is 'sold to'. Usually only one distributor will appear for a distributor user
- Ship To - All authorized warehouse locations for which product can be shipped.  
**Note:** Please enter Forecasts and Sales & Inventory by Ship To location (product sold from that specific location and ending inventory at that same location)

## Preferences Page

Arrivals | Sales & Inv | Forecasts | Worksheet | Orders | Reports
HOME | HELP | LOG OUT  
PREFERENCES

Distributor: 400100--RI, CRANSTON, Wayne Distribut  
 Ship To: 400100--RI, CRANSTON, Wayne Distribut,45 Sharpe Drive

Preference Name	Value	
# of Historical Weeks Displayed in Worksheet Screen	Weeks 4	<input type="button" value="Save"/>
# of Historical Days Displayed in Arrivals Screen	Days 4	<input type="button" value="Save"/>
# of Historical Days Displayed in Reports	Days 14	<input type="button" value="Save"/>
Distributor Product Preference	<input type="button" value="View Preferences"/>	
Paging Preference	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="button" value="Save"/>

December 13,2004

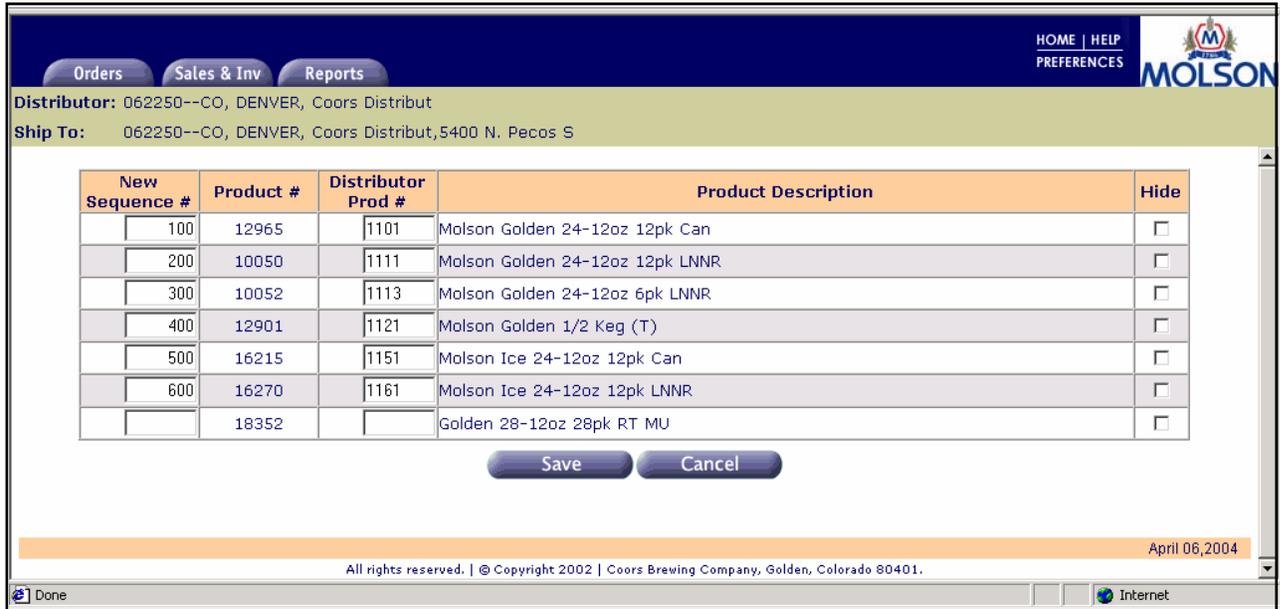
All rights reserved. | © Copyright 2002 | Coors Brewing Company, Golden, Colorado 80401

The Preferences page allows the distributor to customize Molson POINT.

Preference	Description
# of Historical Weeks displayed in Worksheet Screen	Preference setting to control the number of historical weeks displayed in the Worksheet Screen
# of Historical Days displayed in Arrivals Screen	Preference setting to control the number of days after a shipment has been received it will be displayed on the arrivals page
# of Historical Days displayed in Reports	Preference setting to control the number of historical days displayed on the reports page
Distributor Product Preference	Update the sequence and distributor assigned product codes
Paging Preference	Only 10 products per page will be displayed to increase download speed

**Note:** Remember to click the 'Save' button after editing the preferences, and before exiting the Preferences page. Changes to the preferences will not be recorded unless the 'Save' button has been clicked.

## Distributor Product Preference Page



The Distributor Product Preference page allows the distributor to control the product display on all other pages. Sequence number functionality is still available but with improvements such as the ability to create and maintain Distributor Product numbers and the ability to hide selected products.

Terms	Descriptions
<b>New Sequence #</b>	A distributor assigned sequence number <ul style="list-style-type: none"> <li>• Displays products in ascending order</li> <li>• The sequence number must be numeric and less than 9999</li> <li>• No duplicates are allowed but they do not need to be sequential</li> <li>• Leave gaps between sequence numbers to allow for new products</li> <li>• Any product without a sequence number will be placed at the bottom of the list and sequenced by product number</li> </ul>
<b>Product #</b>	Unique MUSA product number
<b>Distributor Product #</b>	Allows the distributor to assign a product code to MUSA products authorized for that distributor. The distributor can manage Molson POINT using the distributor's product numbers
<b>Product Description</b>	Brand, units-size, retail wrap, and container e.g. Molson Golden 24-12oz 12pk LNNR
<b>Hide</b>	Checkbox allowing distributor to hide product on Molson POINT pages

## Distributor Product Preference Page (continued)

HOME | HELP  
PREFERENCES

Orders Sales & Inv Reports

Distributor: 062250--CO, DENVER, Coors Distribut

Ship To: 062250--CO, DENVER, Coors Distribut,5400 N. Pecos S

New Sequence #	Product #	Distributor Prod #	Product Description	Hide
100	12965	1101	Molson Golden 24-12oz 12pk Can	<input type="checkbox"/>
200	10050	1111	Molson Golden 24-12oz 12pk LNNR	<input type="checkbox"/>
300	10052	1113	Molson Golden 24-12oz 6pk LNNR	<input type="checkbox"/>
400	12901	1121	Molson Golden 1/2 Keg (T)	<input type="checkbox"/>
500	16215	1151	Molson Ice 24-12oz 12pk Can	<input type="checkbox"/>
600	16270	1161	Molson Ice 24-12oz 12pk LNNR	<input type="checkbox"/>
	18352		Golden 28-12oz 28pk RT MU	<input type="checkbox"/>

Save Cancel

April 06, 2004

All rights reserved. | © Copyright 2002 | Coors Brewing Company, Golden, Colorado 80401.

Done Internet

### Distributor Product Preference Page: Step by Step

ACTION	FIELD NAME
1. Enter	New Sequence #
2. Enter	Distributor Product #
3. Check	On the hide checkbox if you want to hide the product on other pages
4. Click	'Save' button at the bottom of the page

**Note:** Remember to click 'Save' at the bottom of the page or the changes will not be reflected.

## Upload File

The purpose of the file upload page is to provide you with the capability to import data into Molson POINT from an export file created from your 'route accounting system'. If you do not have this capability, you will not be able to use this functionality of Molson POINT.

Other software may be used to create the import files, that software must be able to create text files with the proper file specifications as detailed on the next page. Please contact your Route Accounting vendor or your Information Technology (IT) support staff for more information.

### Upload File: Step-by-Step

ACTION	FIELD NAME
1. Select	Fields to load into database
2. Type	File path and name of the file to Upload or locate the file via the Browse button.
3. Click	'Process File Now' button

**Note:** A confirmation will be displayed that summarizes the number of records that have processed successfully, the number of records that have failed, and the reason for the failure.

## File Guidelines and Specifications

- **Only MUSA product numbers will be accepted.** System will display errors if Distributor product numbers are submitted.
- **Only sustaining product numbers will be accepted.** All products should be reported using the 'sustaining' product code. When there are special promotional graphics, these products will often have different codes, however, distributors will still order and report sales and inventory under the normal product code.

**Note for the distributors:** Ensure that the file exported from your route accounting system includes the sustaining Molson USA product code **not** the distributor assigned product code.

This is the required format of the file to be uploaded to Molson POINT. Please note that each field has a required character type, width and position. Errors will occur if the data does not meet the required format standards.

### File Specifications

#### Sales and Ending Inventory Records by Product - This record includes sales and ending inventory at the sustaining SKU level

1 record per product - 69 bytes fixed length (including one (1) character for the CR/LF)

FIELD	FIELD NAME	TYPE	WIDTH	POSITION	VALUE
1	Record Type	Char	1	1	'1'
2	Product Code	Num	8	2-9	
3	Sales	Num	6	10-15	
4	Inventory	Num	6	16-21	
5	Filler	Num	48	22-69	

#### Totals Record - This record includes totals for sales and ending inventory

1 record - 61 bytes fixed length (including one (1) character for the CR/LF)

FIELD	FIELD NAME	TYPE	WIDTH	POSITION	VALUE
1	Record Type	Char	1	1	'2'
2	Sales	Num	6	2-7	
3	Inventory	Num	6	8-13	
4	Filler	Num	48	14-61	

Please contact your software vendor if you have any questions about whether or not your local system can provide the information in the required format.

## Upload File: Error Messages

The confirmation message may display error messages, like the following:

### File Upload

ERROR MESSAGE	DESCRIPTION
ERROR! Please enter a file name to upload.	If the user does not enter a file name:
ERROR! Please select at least one field to upload – Sales and/or Inventory.	If the user fails to select any of the fields available for upload:

### Validation of uploaded file

ERROR MESSAGE	DESCRIPTION
Line is too long.	If the file contains lines (rows) that are shorter than the specified file format.
Line is too short.	If the file contains lines (rows) that are longer than the specified file format.
Material Number does not exist for this location.	If the line (row) contains a Product code that the distributor is not segmented to receive.
Record type is invalid.	If the line (row) contains a record type code that is not a valid record type.
Sales Qty is not in proper format.	If the line (row) contains a sales quantity value that does not contain valid characters.
Inventory Qty is not in proper format.	If the line (row) contains an inventory quantity value that does not contain valid characters.
The file you uploaded is not in proper format.	If the file uploaded was not in a format that the system could not recognize.
The uploaded file was empty.	If the file uploaded did not contain any values.

## Arrivals Page

Arrivals
Sales & Inv
Forecasts
Worksheet
Orders
Reports

[HOME](#) | [HELP](#) | [LOG OUT](#)  
[PREFERENCES](#)

Distributor: 010760--AL, BIRMINGHAM, Birmingham Beve

Ship To: 010760--AL, BIRMINGHAM, Birmingham Beve,211 Citation Co

Shipment #	Origin	Mode	Carrier	Vehicle #	Actual Ship Date	Tran Days	Est Arrival Date	Actual Arrival Date
Current Week Number: 51								
								Arrival Date: (MM/DD/YYYY) <input style="width: 80px;" type="text" value="12/13/2004"/>
Shipment #	Origin	Mode	Carrier	Vehicle #	Actual Ship Date	Tran Days	Est Arrival Date	Actual Arrival Date
<a href="#">1054</a>	Montreal DC	T	ABC Trucking	Booking	12/20/2004	0	12/20/2004	Arrived On <input style="width: 40px;" type="text"/>
<a href="#">1053</a>	Montreal DC	T	ABC Trucking	Booking	12/20/2004	0	12/20/2004	Arrived On <input style="width: 40px;" type="text"/>
<a href="#">1052</a>	Montreal DC	T	ABC Trucking	Booking	12/20/2004	0	12/20/2004	Arrived On <input style="width: 40px;" type="text"/>
<a href="#">M2933942</a>	Montreal DC	T	MARK VII TRANSPORTATION CO INC		07/04/2003	0		Arrived On <input style="width: 40px;" type="text"/>

First Previous Next Last  
Save Cancel

December 13, 2004

All rights reserved. | © Copyright 2002 | Coors Brewing Company, Golden, Colorado 80401

The Arrivals page is used to report the arrival date of the shipments. This page displays all shipments that have been loaded and are in-transit.

- Use Preferences to control the number of days displayed after a shipment has been received. Range is from 0 to 31 days.
- Link to Order Details: When the shipment # is clicked, it will open a separate window where the shipment details will be displayed. This window will provide the following information on the selected shipment:
  - Shipment Number
  - Distributor Product Code
  - Molson Product Code
  - Molson Product Description
  - Shipment Quantity
- Arrived On Button: This button will input the Arrival Date, at the top of the table, into the "Actual Arrival Date" field.

**Note:** Molson USA may have the "Auto-Arrivals" function enabled. This function will automatically populate the Actual Arrivals Date with the Actual Ship Date once Molson POINT receives information that an order has shipped. You may choose to override this date with the procedure outlined on the next page.

**Arrivals Page (continued)**

Terms	Descriptions
<b>Shipment #</b>	Unique, non-intelligent number assigned to the shipment by the system
<b>Origin</b>	The point of origin for each shipment (e.g. Montreal DC, Portland or Jackson)
<b>Mode</b>	Mode of transportation (e.g. rail, truck or intermodal)
<b>Carrier</b>	Name of the carrier
<b>Vehicle #</b>	Carrier assigned Vehicle Identification Code
<b>Actual Ship Date</b>	Date the shipment was loaded
<b>Tran Days</b>	Number of days it will take the shipment to arrive at the distributor
<b>Estimated Arrival Date</b>	A calculated arrival date equal to the Actual Ship date plus the Transit days
<b>Actual Arrival Date</b>	Date the shipment arrives at the distributor location

**Arrivals Page: Step by Step**

ACTION	FIELD NAME
1. Locate	Arrived order number(s)
2. Click	"Arrived On" button to insert 'Arrival Date' or
3. Edit	'Arrival Date' (mm/dd/yyyy) then click "Arrived On" button or
4. Enter	'Actual Arrival Date' manually
5. Click	"Save" button at the bottom of the page

## Sales & Inventory Page

Distributor: 062250--CO, DENVER, Coors Distribut  
Ship To: 062250--CO, DENVER, Coors Distribut,5400 Test Pecos

Reporting for Week Number 47

Dist Prod #	Product #	Product Description	Sales	Ending Inventory
DIST10050	10050	Molson Gldn 24-12oz 12PK LNNR		
DIST10052	10052	Molson Gldn 24-12oz 6PK LNNR		
DIST10054	10054	Molson Gldn 24-12oz 24PK LNNR		
DIST10931	10931	Canadian 24-12oz 12PK Can		
DIST10932	10932	Canadian 24-12oz 24PK Can		
DIST10941	10941	Canadian 1/2 Keg		
DIST10998	10998	Canadian 12-24oz Can		
DIST18179	18179	Canadian 24-12oz 12PK LNNR		
Totals			0	0

Save Cancel

The Sales & Inventory page is used to report the previous week's sales and ending inventory.

Terms	Descriptions
<b>Distributor Product #</b>	The distributor assigned product number from the Distributor Product Preferences page
<b>Prod #</b>	Unique MUSA product number
<b>Product Description</b>	Brand, units-size, retail wrap, and container e.g. Molson Gldn 24-12oz 12pk LNNR
<b>Sales</b>	Identifies sales to retailers and other customers (excluding Molson wholesalers) between Monday through Sunday of the prior week. The unit of measure is in cases or kegs
<b>Ending Inventory</b>	Ending inventory figures by product at the end of the prior week

### Sales & Inventory Page: Step-by-Step

ACTION	FIELD NAME
1. Locate	Product to report
2. Enter	Previous weeks 'Sales'
3. Enter	Previous weeks 'Inventory'
4. Click	'Save' button at the bottom of the page

**Note:** Distributors should only report their sales to retail and other customers. Do **NOT** include sales to other wholesalers, or damaged or out of date product removed from inventory.

## Forecasting

Arrivals
Sales & Inv
Forecasts
Worksheet
Orders
Reports

[HOME](#) | [HELP](#) | [LOG OUT](#)  
[PREFERENCES](#)

Distributor: 014151--AL, BIRMINGHAM, Supreme Beverag

Ship To: 014150--AL, HUNTSVILLE, Supreme Beverag,2100-a Jackson

Distr	CBC	Product Description	Week 51	Week 52	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6
Prod#	Prod#		12/13	12/20	12/27	01/03	01/10	01/17	01/24	01/31
Reporting for Week Number: 50										
Distr	CBC	Product Description	Week 51	Week 52	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6
Prod#	Prod#		12/13	12/20	12/27	01/03	01/10	01/17	01/24	01/31
	11322	Canadian Mix 36-12oz 36pk Can								
	11357	Canadian Light 24-12oz 6pk LNNR								
52225	18157	Canadian 24-12oz 12pk LNNR								
52215	18161	Canadian 24-12oz 6pk LNNR								
<b>Totals</b>			0	0	0	0	0	0	0	0

Save
Cancel

December 13, 2004

All rights reserved. | © Copyright 2002 | Coors Brewing Company, Golden, Colorado 80401

## Forecasting: Step-by-Step

ACTION	FIELD NAME
1. Enter	Forecasted Sales quantities for each product code for each of the 8 weeks into the future  <b>Note:</b> This data feeds the corresponding 'Distributor Sales Act/Forecast' field in the Forecast and Inventory Worksheet. If data is changed in either of these Pages the change will flow through to both Pages.
2. Click	"Save" button to record forecasts

### Forecasting Tips

- The most important aspect of becoming a better forecaster is: **COMMUNICATION**
- Conduct weekly or bi-weekly meetings to discuss market activity
  - Involve Sales, Draft, Chain, Category, Promotions and Beer Order/ Forecasting and Special Events personnel.
- Review historical data.
  - For example, the promotion schedule (this year vs. last), 52-week trends, 8-week trends, and 8-week removal history.
- Remember special events, holidays, and seasonal products that may result in volume spikes.
- Account for upcoming retail activity.
  - Has a grocery chain just approved an ad feature? How many stores are involved?
- Adjust forecasts daily, weekly as needed to ensure proper inventory levels and package availability.
-

## Forecasting and Inventory Worksheet

Arrivals
Sales & Inv
Forecasts
Worksheet
Orders
Reports

[HOME](#) | [HELP](#) | [LOG OUT](#)  
[PREFERENCES](#)

Distributor: 010140--AL, MONTGOMERY, Allstate Bevera

Ship To: 010141--AL, DEMOPOLIS, Allstate Bevera, 2760 Highway 43

Product: 11-11313-Molson Mix 2x12-12oz/11.5oz Bottles

Ship To: 010141--AL, DEMOPOLIS

Reporting for Week Number: 50

Product: 11-11313-Molson Mix 2x12-12oz/11.5oz Bottles

Calendar		Prior Year Sales		Current Year Sales		Arrivals		Distr Order (unit qty)		Inventory		
CBC Week	Monday Date	Sales	Price Promo	Distr Act / Forecast	Price Promo	Actual	Scheduled	Frozen	Open	Actual / Projected	Variance	Actual DOI
<b>Prior Weeks</b>												
46	11/08	0								0	0	0
47	11/15	0								0	0	0
48	11/22	0		24	*					0	0	0
49	11/29	0								12	0	0.7
<b>Last Week</b>												
50	12/06	0		122						12	122	2.5
<b>Forecast Weeks</b>												
51	12/13	0		33			0	0	2,940	2,919		7.5
52	12/20	0		88			849	2	56,194	59,876		69.6
1	12/27	0		40,000						19,876		62.6
2	01/03	0		55						19,821		55.6
3	01/10	0					17,640			37,461		73.2
4	01/17	0							1,008	38,469		67.6
5	01/24	0								38,469		60.6
6	01/31	0								38,469		53.6

Sales Trend Comparison (% vs. YAG)	
Actual Weeks	
Last 52	Last 8
-100.0%	-100.0%

Sales Trend Comparison (% vs. YAG)	
Forecast Weeks	
Next 4	Next 8

Save & Next
Save
Cancel

December 13, 2004

All rights reserved. | © Copyright 2002 | Coors Brewing Company, Golden, Colorado 80401

The Forecasting and Inventory Worksheet brings all the information together on one page. It is the best place to plan volatile products. This is because the distributor can view sales, arrivals, inventory, forecasts and orders all on the same page.

**Note:** Actual sales, ending inventory and all forecasts must be entered before 'Projected Inventory' and 'DOI' will be calculated correctly

**Note:** Orders must be saved on the Order page for distributors to receive an order #. An order # indicates that an order has been created and saved.

**Forecasting and Inventory Worksheet (continued)**

Terms	Descriptions
<b>CBC Week</b>	Week number on the Molson USA calendar
<b>Monday Date</b>	Monday date corresponding to the week #
<b>Prior Year Sales</b>	Reported sales removals history by week and product
<b>Price Promo</b>	Indicator that Molson USA has offered a price promotion for the weeks indicated
<b>Distr Act / Forecast</b>	Forecasted removals; this field may already be populated from the Forecasting page
<b>Actual Arrivals</b>	Quantity that has been marked as received on the Arrivals page
<b>Scheduled Arrivals</b>	Products scheduled to arrive that week but not yet marked as received on the Arrivals page
<b>Distr Order Frozen (In units)</b>	Order quantity that was frozen, but not yet scheduled
<b>Distr Order Open (In units)</b>	Anticipated Orders (Data entry fields which are outlined in green) If quantity exists then it can be changed through the 'Change Existing Order' function on the Order page
<b>Actual/Projected Inventory</b>	A view of the weekly reported ending inventory with the projected ending inventory based on the forecasted removals and scheduled arrivals
<b>Variance</b>	Calculated inventory variance for the week
<b>Actual DOI</b>	The number of days of inventory based upon the forecasted removals. The Actual DOI is restated with actual removals when they are available

## Forecasting and Inventory Worksheet (continued)

Sales Trend Comparison (% vs. YAG)	
<b>Actual Weeks - Last 52</b>	Displays the change in sales figures for the past 52 weeks starting from the current week number of the current year versus the same 52 weeks of the previous year
<b>Actual Weeks - Last 8</b>	Displays the change in sales figures for the past 8 weeks starting from the current week number of the current year versus the same 8 weeks of the previous year
<b>Forecast Weeks - Next 4</b>	Displays the change in sales figures (forecasted) for the next 4 weeks starting form the current week number of the current year versus the actual sales figures for the same 4 weeks of the previous year
<b>Forecast Weeks - Next 8</b>	Displays the change in sales figures (forecasted) for the next 8 weeks starting from the current week number of the current year versus the actual sales figures for the same 8 weeks of the previous year

### What do the colors in the Sales Trend Comparison charts mean?

The Sales Trend Comparison Actual Weeks - Last 52 and Last 8 become the benchmarks for coloring coding the forecast trends.

- RED**            When the Sales Trend Comparison Forecast Weeks is less than the Actual Weeks
- GREEN**        When the Sales Trend Comparison Forecast Weeks is greater than the Actual Weeks
- REGULAR**      When the Sales Trend Comparison Forecast Weeks is equal to the Actual Weeks

### Forecasting and Inventory Worksheet: Step-by-Step

ACTION	FIELD NAME
1. Select	'Product' to forecast
2. Enter	'Distr. Act/Forecasts' if not already done so on the 'Forecasting' page
3. Enter	'Distr. Requested Orders'
4. Click	"Save & Next" to advance the page to the next product or Click the "Save" button
<b>Note:</b>	Actual sales, ending inventory and all forecasts must be entered before 'Projected Inventory' and 'DOI' will be calculated correctly

## Beer Order Process

What	When	How
<b>Order:</b> Order beer for next arrival window - Future weeks are allowed	By 8 PM MT Monday	Molson POINT
<b>Report:</b> arrivals, sales, inventory, and forecasts	By 5 PM MT Tuesday	Molson POINT
<b>Change:</b> Emergency situations or exceptions, after order deadline	Through the Shipment week until the requested ship date.	Customer Service
<b>Change:</b> Requested Orders	Until they become frozen	Molson POINT



### Key Changes for Beer Order Process:

- Reduction in DC/warehouse sourced loads from five weeks to order this week for shipment next week.
- Reduction in direct orders cycle times from the Molson Canada breweries from five weeks to four.
- Elimination of multiple sales order numbers. With the new Molson POINT tool, the Web request ID = sales order number.

## Orders Homepage

The Orders Home page allows the distributor to select one of three options:

- New – Create new order
- Change Existing Order – Modify order quantities on an existing order
- Change Req Ship Date – Modify the requested ship date for an existing order

**Note:** The order page will always default to the New Order selection.

After the Order Action drop down list is activated, the displayed fields will change to reflect the action selected.

Fields	Description
<b>Order Action</b>	This is a drop down list of the three possible order actions: New, Change Existing Order, Change Req Ship Date
<b>Distributor PO # (Optional)</b>	Distributor assigned Purchase Order number
<b>Previous Orders</b>	Displays previous orders entered by the distributor that are not frozen and can be changed
<b>Ship From Location</b>	Displays 'Direct' for orders sourced from a Molson Canadian manufacturing facility. Otherwise, the Ship From Location field will display the name of the warehouse from which the order will ship
<b>Req Ship Date</b>	Date the order is requested to ship

## Create a New Order

To create a new order, enter the Distributor PO #, select the Ship From Location from the drop down list, select a Req Ship Date from the drop down list, and click 'Continue'

The new order page will be displayed:

Fields	Description
<b>Distributor Product #</b>	The distributor assigned product number from the Distributor Product Preferences page
<b>Prod #</b>	Unique MUSA product number
<b>Product Description</b>	Brand, units-size, retail wrap, and container e.g. Molson Gldn 24-12oz 12pk LNNR
<b>Pallets</b>	Number of pallets for each product <b>Note:</b> If the 'Ship from Location' is 'Direct' then Molson POINT will limit the number of products allowed for the order. If the 'Ship from Location' is 'Warehouse' then there is no limit to the number of different products included in the order.
<b>Units/Pallet</b>	Number of units (cases/kegs) that make up a full pallet
<b>Extended Units</b>	Number of total units ordered (pallets x units/pallets)
<b>Total Pallets</b>	Number of pallets in the order <b>Note:</b> This cannot exceed one truck load
<b>Load Weight</b>	Calculated weight of the order in pounds (this weight includes the weight of the pallet) <b>Note:</b> This cannot exceed the truck weight limit



## Change Existing Order

Selecting 'Change Existing Order' from the Order Action drop down list will display the following fields:

Fields	Description
<b>Distributor PO # (Optional)</b>	Distributor assigned Existing Purchase Order number
<b>Previous Orders</b>	Displays previous orders entered by the distributor that are not frozen and can be changed
<b>Ship From Location</b>	Displays 'Direct' for orders sourced from a Molson Canadian manufacturing facility. Otherwise, the Ship From Location field will display the name of the warehouse from which the order will ship
<b>Requested Ship Date</b>	Date the order is requested to ship

Select the previous order from the drop down list and click 'Continue' to display the order details.

## Change Existing Order (continued)

Arrivals
Sales & Inv
Forecasts
Worksheet
Orders
Reports
HELP
LOG OUT

Distributor: 062250--CO, DENVER, Coors Distribut

Ship To: 062250--CO, DENVER, Coors Distribut,5400 Pecos Stre

Distr PO #: 03-31-2003

Req Ship Date: 03-31-2003

Ship From Location: Jackson DC Jackson Distributio-

Order Number: 0020001105

Distr. Prod #	Product #	Product Description	Pallets	Current Pallet	Units /Pallet	Extended Units
1101	12965	Molson Golden 24-12oz 12pk Can	0	0	120	0
1111	10050	Molson Golden 24-12oz 12pk LNNR	2	2	84	168
1113	10052	Molson Golden 24-12oz 6pk LNNR	3	3	84	252
1121	12901	Molson Golden 1/2 Keg (T)	1	1	16	16
1151	16215	Molson Ice 24-12oz 12pk Can	0	0	120	0
1161	16270	Molson Ice 24-12oz 12pk LNNR	1	1	84	84
1163	16272	Molson Ice 24-12oz 6pk LNNR	1	1	84	84
1181	18161	Canadian 24-12oz 6pk LNNR	2	2	84	168
1183	18157	Canadian 24-12oz 12pk LNNR	1	1	84	84
1191	18139	Canadian 1/2 KEG (T)	5	5	16	80
1193	10931	Canadian 24-12oz 12pk Can	0	0	120	0
1195	10998	Canadian 12-24oz 12pk Can	0	0	126	0
1197	18198	Canadian 28-12oz 28pk LN	0	0	63	0
1211	12223	Molson Exel 24-12oz 6pk LNNR	0	0	84	0

Load Weight: 43,016
Delete
Save
Cancel
Total Pallets: 16

Update the Pallets field to the new order qty and click 'Save'

### Change Existing Order: Step-by-Step

ACTION	FIELD NAME
1. Select	'Change Existing Order' from the Order Action drop down list
2. Select	Previous Order from the drop down list
3. Click	'Continue' button
4. Enter	Number of pallets into the RED 'Pallet' input field
5. Validate	Load Weight and Total Pallets do not exceed one truckload
6. Click	'Save' button



## Change Requested Ship Date

The screenshot shows the top navigation bar with buttons for Arrivals, Sales & Inv, Forecasts, Worksheet, Orders, and Reports. On the right, there are links for HELP, LOG OUT, and PREFERENCES, along with the Molson logo. Below the navigation bar, the 'Distributor' field is set to '062250--CO, DENVER, Coors Distribut' and the 'Ship To' field is '062250--CO, DENVER, Coors Distribut,5400 Test Pecos'. The 'Order Action' dropdown menu is open, showing 'Change Req Ship Date' as the selected option. Below the dropdown are 'Continue' and 'Cancel' buttons. At the bottom right, the date 'November 26, 2002' is displayed.

The screenshot shows the same interface as above, but now the 'Order Action' dropdown is closed. A table of orders is displayed with the following data:

Order #	Distr PO #	Ship From Location	Requested Ship Date	Update Requested Ship Date
0020001174	062250-49-1	Jackson DC-	12-05-2002	12-09-2002

Below the table are 'Save' and 'Cancel' buttons. At the bottom right, the date 'November 26, 2002' is displayed.

Selecting 'Change Req Ship Date' from the Order Action drop down list will hide the other fields on the Orders home page.

Click 'Continue' to generate a list of orders that may be modified. The requested ship date may be updated within the list of acceptable values – Use the drop down to select a date and click 'Save'

### Change Requested Ship Date: Step-by-Step

ACTION	FIELD NAME
1. Select	'Change Req Ship Date' from the Order Action drop down list
7. Click	'Continue' button
2. Verify	Distributor and Ship To locations are correct
3. Verify	Order Number and Distributor PO #
4. Select	Update Requested Ship Date from the drop down list
5. Repeat	Steps 1 through 3 for all orders to be changed
6. Click	'Save' button

## Reports

### Molson POINT Report Options

There are three different reports that may be generated with Molson POINT:

- **Order Status Reports** - A snapshot view of submitted and frozen orders
- **Demand Fulfillment by Product Number** - Displays quantity ordered versus actual shipments by product number.
- **Orders by Order Number** - Requested, scheduled and shipped orders sorted by 'Order Number'
- **Orders by Product Number** - Requested, scheduled and shipped orders sorted by 'Product Number' Note: If a distributor has assigned their own product number to a Molson product (using Product Preferences), the system will sort products by the distributor product number

ACTION	FIELD NAME
1. Click	On the report name to generate (the link is blue and underlined)
2. View	Report online or print by clicking the print icon on the browser's toolbar

## Order Status Report

Arrivals
Sales & Inv
Forecasts
Worksheet
Orders
Reports
HELP
LOG OUT

Distributor: 062250--CO, DENVER, Coors Distribut  
 Ship To: 062250--CO, DENVER, Coors Distribut,5400 N. Pecos S

**Order Status Report**  
 062250, Coors Distributing Company    Run Date: 04-08-2004 03:01

**Submitted Orders**

Order #	Distr PO #	Order Due Date	Ship Week	Order Type	Order Status
<a href="#">0020032160</a>	MB41901	05-05-2004	19	Internet Order	OPEN
<a href="#">0020028428</a>	MB42203	05-02-2004	18	Internet Order	OPEN
<a href="#">0020028425</a>	MB42202	05-02-2004	18	Internet Order	OPEN
<a href="#">0020028424</a>	MB42201	05-02-2004	18	Internet Order	OPEN
<a href="#">0020031141</a>	MB41802	04-26-2004	18	Internet Order	OPEN
<a href="#">0020031135</a>	MB41801	04-23-2004	17	Internet Order	OPEN
<a href="#">0020030444</a>	MB41701	04-19-2004	17	Internet Order	OPEN

**Frozen Orders**

Order #	Distr PO #	Order Due Date	Ship Week	Order Type	Order Status
<a href="#">0020029680</a>	MB41601	04-16-2004	16	Internet Order	In Execution
<a href="#">0020030615</a>	MB41502	04-05-2004	15	Internet Order	In Execution
<a href="#">0020028422</a>	MB41501	04-05-2004	15	Internet Order	In Execution
<a href="#">0020027410</a>	MB41302	03-22-2004	13	Internet Order	In Execution
<a href="#">0020026519</a>	MB41301	03-22-2004	13	Internet Order	In Execution

The Order Status Report contains information regarding which orders have been submitted and can be changed and which orders have been frozen and cannot be changed/deleted 'on-line'.

Column	Description
<b>Order #</b>	Number generated and assigned by Molson POINT once the order has been created and saved.
<b>Distributor PO #</b>	Distributor assigned Purchase Order number
<b>Order Due Date</b>	Date the order is requested to arrive
<b>Ship Week</b>	Week the order is requested to arrive
<b>Order Type</b>	Displays type of order: <ul style="list-style-type: none"> <li>Internet Orders</li> <li>Manual Orders</li> <li>Manual Third Party</li> </ul>
<b>Order Status</b>	Displays current order status

## Demand Fulfillment by Product Report

Arrivals
Sales & Inv
Forecasts
Worksheet
Orders
Reports

[HOME](#) | [HELP](#) | [LOG OUT](#)  
[PREFERENCES](#)



**Distributor:** 010140--AL, MONTGOMERY, Allstate Bevera

**Ship To:** 010141--AL, DEMOPOLIS, Allstate Bevera,2760 Highway 43

**Demand Fulfillment By Product**  
**010141, Allstate Beverage Company, Inc. Run Date: 12-13-2004 10:03**

Distr Prod #	CBC Prod #	Prod Descr	Order #	Distr PO #	Order Due Date	Qty Ordered	Actual Shipment	Order vs. Actual Variance
11	11313	Molson Mix 2x12-12oz/11.5oz Bottles	0020059311		12/13/2004	851	849	-2
22	12230	Molson Exel 24-12oz 6pk Dep	0020059181	kll	12/13/2004	7,056	7,056	0
66	12923	Molson Golden 1/4 Keg (M)	0020059287		12/13/2004	500	499	-1
	12965	Molson Golden 24-12oz 12pk Can	0020059287		12/13/2004	4,080	4,080	0
	12976	Molson Golden 24-12oz 24pk Can	0020059287		12/13/2004	5,400	5,400	0
	16215	Molson Ice 24-12oz 12pk Can	0020059166	test30nov1	12/13/2004	6,000	6,000	0
	16251	Molson Ice 18-12oz 18pk Can	0020059287		12/13/2004	8,400	8,400	0
	16269	Molson Ice 12-40oz 08pk LNNR	0020059287		12/13/2004	3,375	3,374	-1
	16278	Molson Ice 12-21.4 12pk Btl	0020059287		12/13/2004	2,880	2,880	0
			0020059301	Order	12/13/2004	640		-640
43	18157	Canadian 24-12oz 12pk LNNR	0020059146	test29nov3	12/13/2004	8,400	8,400	0
			0020059165	test30nov	12/13/2004	16,800	16,799	-1

December 13, 2004

All rights reserved. | © Copyright 2002 | Coors Brewing Company, Golden, Colorado 80401

The Demand Fulfillment by Product Report displays quantity ordered versus actual shipments by product number.

Column	Description
<b>Distributor Product #</b>	The distributor assigned product number from the Distributor Product Preferences page
<b>Molson Product #</b>	Unique Molson product number
<b>Prod Descr</b>	Description of the product
<b>Order #</b>	Non-intelligent number generated when the order is created
<b>Distributor PO #</b>	Distributor assigned Purchase Order number during order submission
<b>Order Due Date</b>	Date the order is frozen
<b>Quantity Ordered</b>	Quantity of the product on the order
<b>Actual Shipment</b>	Quantity of the product on the actual shipment
<b>Order vs. Actual Variance</b>	Variance between the quantity ordered and the planned shipment quantity

## Orders by Order Number Report

Arrivals
Sales & Inv
Forecasts
Worksheet
Orders
Reports
HELP
LOG OUT

Distributor: 062250--CO, DENVER, Coors Distribut

Ship To: 062250--CO, DENVER, Coors Distribut,5400 Test Pecos

**Orders by Order Number**

062250, Coors Distributing Companys Run Date 11-26-2002 04:56

Order #	Distr PO #	Shipment #	Ship Location	Requested Ship Date	Distr Prod #	Prod #	Product Description	# of Pallets	Extended Units
0020001174	062250-49-1		Jackson DC-	12-05-2002	DIST10052	10052	Molson Gldn 24-12oz 6PK LNNR	10	700
					DIST18161	18161	Canadian 24-12oz 6PK LNNR	6	420

Order #	Distr PO #	Shipment #	Origin	Est / Act Load	Distr Prod #	Prod #	Product Description	# of Pallets	Extended Units
0010000095	123		Portland DC-		DIST10052	10052	Molson Gldn 24-12oz 6PK LNNR		10
0010000096			Portland DC-			10052	Molson Gldn 24-12oz 6PK LNNR		10
0020000444	062250-1		Portland DC-			10052	Molson Gldn 24-12oz 6PK LNNR	16	1,120
0020000447	062250-2	0000001071	Jackson DC-	11-13-2002		10052	Molson Gldn 24-12oz 6PK LNNR	10	700
						18161	Canadian 24-12oz 6PK LNNR	6	420
0020001123	062250-3		Jackson DC-		DIST10052	10052	Molson Gldn 24-12oz 6PK LNNR	10	700
					DIST18161	18161	Canadian 24-12oz 6PK LNNR	6	420
0020001124	062250-4		Molson Canada Direct-		DIST10052	10052	Molson Gldn 24-12oz 6PK LNNR	16	1,120
0020001143	062250-47D		Molson Canada Direct-		DIST10052	10052	Molson Gldn 24-12oz 6PK LNNR	16	1,120
0020001175	062250-49D-1		Molson Canada Direct-		DIST10052	10052	Molson Gldn 24-12oz 6PK LNNR	16	1,120
0020001186	062250-51D-1		Molson Canada Direct-		DIST10052	10052	Molson Gldn 24-12oz 6PK LNNR	16	1,120

November 26, 2002

All rights reserved. | © Copyright 2002 | Coors Brewing Company, Golden, Colorado 80401.

The Orders by Order Number report displays the products requested, scheduled (Planned shipments) and shipped (Actual shipments). Once the shipment leaves the Plant/DC the load date reflects an actual date instead of an estimated date.

**Note:** Jackson & Portland – Update at the time of shipment. Direct shipments from plant and warehouse shipments from Canada are updated every night.

Column	Description
<b>Order #</b>	Number generated and assigned by Molson POINT once the order has been created and saved.
<b>Distributor PO #</b>	Distributor assigned Purchase Order number
<b>Shipment #</b>	Number assigned by the system to each US DC sourced shipment. For Canadian sourced shipments (Plant and Canadian DC) shipment # represents the Bill of Lading (BOL) Number. Once the order has shipped, the shipment number may be used for trace ability purposes
<b>Ship Location / Origin</b>	Displays 'Direct' for orders sourced from a Molson Canadian manufacturing facility. Otherwise, the origin field will display the name of the warehouse from which the order will ship
<b>Requested Ship Date</b>	Date the order is requested to ship
<b>Est / Act Load</b>	Estimated date the shipment will be loaded or the Actual date the order has already shipped
<b>Distributor Product #</b>	The distributor assigned product number from the Distributor Product Preferences page
<b>Prod #</b>	Unique MUSA product number
<b>Product Description</b>	Brand, units-size, retail wrap, and container e.g. Molson Gldn 24-12oz 12pk LNNR

## Orders by Product Number Report

Arrivals
Sales & Inv
Forecasts
Worksheet
Orders
Reports

[HELP](#) [LOG OUT](#)  
[PREFERENCES](#)

Distributor:

Ship To:

**Orders by Product Number** Run Date 11-26-2002 04:58

062250, Coors Distributing Companys

Requested Orders - By Product #

Distr Prod #	Prod #	Product Description	Order #	Distr. PO #	Shipment #	Ship Location	Requested Ship Date	# of Pallets	Extended Units
DIST10052	10052	Molson Gldn 24-12oz 6PK LNNR	0020001174	062250-49-1	N/A	Jackson DC-	12-05-2002	10	700
DIST18161	18161	Canadian 24-12oz 6PK LNNR	0020001174	062250-49-1	N/A	Jackson DC-	12-05-2002	6	420

Scheduled or Shipped Orders - By Product #

Distr Prod #	Prod #	Product Description	Order #	Distr. PO #	Shipment #	Origin	Est / Act Load	# of Pallets	Extended Units
DIST10052	10052	Molson Gldn 24-12oz 6PK LNNR	0010000095	123		Portland DC-			10
			0010000096			Portland DC-			10
			0020000444	062250-1		Portland DC-		16	1,120
			0020000447	062250-2	0000001071	Jackson DC-	11-13-2002	10	700
			0020001123	062250-3		Jackson DC-		10	700
			0020001124	062250-4		Molson Canada Direct-		16	1,120
			0020001143	062250-47D		Molson Canada Direct-		16	1,120
			0020001175	062250-49D-1		Molson Canada Direct-		16	1,120
			0020001186	062250-51D-1		Molson Canada Direct-		16	1,120
			18161	Canadian 24-12oz 6PK LNNR	0020000447	062250-2	0000001071	Jackson DC-	11-13-2002
0020001123	062250-3				Jackson DC-		6	420	

November 26, 2002

All rights reserved. | © Copyright 2002 | Coors Brewing Company, Golden, Colorado 80401.

The Orders by Product Number report displays the products requested, scheduled (Planned shipments) and shipped (Actual shipments). Once the shipment leaves the Plant/DC the load date reflects an actual date instead of an estimated date.

**Note:** Jackson & Portland – Update at the time of shipment. Direct shipments from plant and warehouse shipments from Canada are updated every night.

Column	Description
<b>Distributor Product #</b>	The distributor assigned product number from the Distributor Product Preferences page
<b>Prod #</b>	Unique MUSA product number
<b>Product Description</b>	Brand, units-size, retail wrap, and container e.g. Molson Gldn 24-12oz 12pk LNNR
<b>Order #</b>	Number generated and assigned by Molson POINT once the order has been created and saved.
<b>Distributor PO #</b>	Distributor assigned Purchase Order number
<b>Shipment #</b>	Number assigned by the system to each US DC sourced shipment. For Canadian sourced shipments (Plant and Canadian DC) shipment # represents the Bill of Lading (BOL) Number. Once the order has shipped, the shipment number may be used for trace ability purposes
<b>Ship Location / Origin</b>	Displays 'Direct' for orders sourced from a Molson Canadian manufacturing facility. Otherwise, the origin field will display the name of the warehouse from which the order will ship
<b>Requested Ship Date</b>	Date the order is requested to ship

## Support

### Always Refer to Training Material First

Contact the appropriate resource depending upon your type of questions:

#### **Business Process or Order Questions?**

- Deadlines
- New Product
- Order variances
- Product Supply

Please contact your Customer Service Analyst

#### **Molson POINT Tool Questions?**

- Availability
- Technical Issues

Please contact the Coors Help Desk at 1-303-277-HELP (4357) or  
1-800-922-7727

### **Important Reminder: Order Timing for ALL Distributors on Molson POINT**

What	When
Order beer for shipment next week	Monday by 8 PM Mountain Time
Report arrivals, sales, inventory and forecasts	Tuesday by 5 PM Mountain Time

## Appendix A: Upload File Format

The Upload function is designed to allow you to upload your Sales and Ending Inventory information from another software package into Molson POINT. To perform the upload, the software package must be able to create an upload file in the exact format specified below.

The file must contain valid sustaining SKU product numbers. The system will perform a check of the information you are attempting to upload to verify the product numbers are correct. If the system does not recognize the product number, it may need to be input manually. The Upload Function will only recognize products at the sustaining product code level and will not recognize or allow an upload on promotional product codes. If you try to upload Inventory/ Sales information for promotional product codes the import system will display those as errors.

### File Specification

#### Sales and Ending Inventory Records by Product

1 record per product

69 bytes fixed length (including one (1) character for the CR/LF)

FIELD	FIELD NAME	TYPE	WIDTH	POSITION	VALUE
1	Record Type	Char	1	1	'1'
2	Product Code	Num	8	2-9	
3	Sales	Num	6	10-15	
4	Inventory	Num	6	16-21	
5	Filler	Num	48	22-69	

#### Totals Record

1 record

61 bytes fixed length (including one (1) character for the CR/LF)

FIELD	FIELD NAME	TYPE	WIDTH	POSITION	VALUE
1	Record Type	Char	1	1	'2'
2	Sales	Num	6	2-7	
3	Inventory	Num	6	8-13	
4	Filler	Num	48	14-61	

Please contact your software vendor if you have any questions about whether or not your local system can provide the information in the required format.