

SIS 10 User Guide





INDEX

Add New Items to Inventory	28
Add Parts to a Close Repair Order	26
Create and Edit Repair Orders	22
Create Barcodes for Inventory	29
Create Purchase Orders Manually	30
Customer Help Desk on the Internet .	37
Customer Registration	10
Data Conversion	8
Install SIS 10	3
Main Screen and Tool Bars	16
Manual Update	14
Print Invoices	25

Receive Items to a Purchase Order Set up a SIS 8.x or 9.x Customer Set up Customer Information	. 32 2 9 21
Set up a SIS 8.x or 9.x Customer Set up Customer Information	2 9 21
Set up Customer Information	9 21
	21
Set up Insurance Companies.	
SIS Activation	12
Software & Hardware Installation	2
Software Set Up'	19
Statistics and Reports	35
Tools	33
Trouble Shooting	38
Update SIS 10 Software	13



SIS10 User Guide

1. Set up a SIS 8.x or 9.x Customer

Your SIS software must be Version 8.3.6 or Version 9.x for the data conversion tool to work. The new version of the software will automatically ask if you want to convert the data upon installation.

You must complete all Open Repair Orders in the old version of the SIS Software before doing the data conversion.

Purge the Repair Orders by clicking on the button in the Invoicing Menu in the older versions of SIS.

Back up the Data Files for the old version of SIS to a folder called SIS backup. You are now ready to install SIS 10.

The old laminated sheets from SIS 9 WILL NOT WORK WITH SIS 10. The techs must enter a QTY on the scanner. DO NOT USE THE LAMINATED SHEETS from SIS Version 9.x or lower.

2. Software & Hardware Installation

To hook up the Phaser:

- a. Insert the cable underneath the cradle.
- b. Plug in the power underneath the cradle and plug the other end into the wall





3. Install SIS 10

Insert CD into CD Drive. The software will automatically start to load.





This next step will ask you where you want to install the SIS 10 Software. If you have a previous version of SIS already on your computer, you may want to change the destination to SIS10.



If you already have data in the selected destination, the software will show a warning and close.

You will have to begin the installation process over.



If you are successful in your installation, this next screen will appear.



You will next be asked to choose a language. Click NEXT

Please select the language in which the SIS - Software is to be installed. Language selection	Please select the language in which the SIS Software is to be installed. Language selection English		
Language selection English	Language selection English	5IS -	Please select the language in which the SIS Software is to be installed.
		~	_anguage selection

Choose the location of the SIS Program and files. It is usually best to locate them in a program group called SIS. This will place an icon on your desktop for easy access.

📲 SIS - Software	
	Choose Shortcut Folder
Introduction Choose Installation	Where would you like to create product icons?
Choose Install Folder	O In a new Program Group: SIS - Software
Choose Shortcut - Folder	
SummaryInstalling	🔿 In the Start Menu
Install Complete.	On the Desktop
	Other: Choose
	🔘 Don't create icons
	Create Icons for All Users
InstallAnywhere by Zero G	·
Cancel	Previous Next

The next screen will give you information about the installation and how much disk space is required...

SIS - Software		
	Pre-Installation Sun	nmar
Introduction	Please Review the Following Before Continuing:	
Choose Installation	C:\Program Files\sis10.01	~
Choose Install Folder		
Choose Shortcut - Folder	Shortcut Folder:	
Summary	C:\Documents and Settings\lross\Start	
Installing	Menu\Programs\SIS	
Install Complete.	Feature Set:	
	Full installation	
	Java VM Installation Folder:	≡
	C:\Program Files\sis10.01\jre	
	Disk Space Information (for Installation Target):	
	Required: 197,271,116 bytes	
	Available: 26,584,354,816 bytes	~

To complete the installation, click on INSTALL

The software will begin the installation and the installation screen will be displayed.

When the installation is complete, click DONE



The software will load and ask you if you want to merge data from a previous version of SIS.

	Image: Sister	
Execute: start_	programm.Start Cancel Ready	
🥂 Start 🛛 🔯 🥭	🔯 🚱 🕐 🔯 Inbox - Microso 🗀 2 Windows E 🖣 🕅 SIS 10 User Gui 😰 (Unsaved Publ 😔 Program up 🖉 😨 😰 🗘 ኛ ĸ 🟦 💇	3:27 PM

If you choose not to merge the data, click NO and READY.

If you choose to merge your data, make sure you have completed all Repair Orders in the old system and you have purged your Data. If you want to begin the data conversion for earlier versions of SIS to SIS 10, click YES.

4. Data Conversion

The data converter will appear and begin the process.

Start:

<i>(</i>		
SIS 8.x & 9.x Converter	- Version 1.1.0 (5/19/2004)	
5/19/2004, 9:49:46 AM: Import Fold	er: c:\sis\	🔪 Close
5/19/2004, 9:49:46 AM: Export Fold	er: c:\temp\	
5/19/2004, 9:49:46 AM: Converting	Wurth Item File	
5/19/2004, 9:49:46 AM: Reading c:\	sis\WURTH.DAT	
5/19/2004, 9:49:46 AM: Reading c:\	temp\ITEM.data	
5/19/2004, 9:49:47 AM: Item (Updat	ed): 150099014, VACUUM CAP 1/4	
5/19/2004, 9:49:47 AM: Item (Updat	ed): 150099018, VACUUM CAP 1/8	
5/19/2004, 9:49:47 AM: Item (Updat	ed): 1500990316, VACUUM CAP 3/16	
5/19/2004, 9:49:47 AM: Item (Updat	ed): 150099038, VACUUM CAP 3/8	
5/19/2004, 9:49:47 AM: Item (Updat	ed): 1500990516, VACUUM CAP 5/16	
5/19/2004, 9:49:47 AM: Item (Updat	ed): 150099067, VACUUM CONN 1/4 STRAIGHT	
5/19/2004, 9:49:47 AM: Item (Updat	ed): 150099070, VACUUM CONN 3/16 STRAIGHT	
5/19/2004, 9:49:47 AM: Item (Updat	ed): 150099073, VACUUM Y CONN 3/16	
5/19/2004, 9:49:47 AM: Item (Updat	ed): 150099075, VACUUM L 3/16-3/16 90DEG	
5/19/2004, 9:49:47 AM: Item (Updat	ed): 150099095, VACUUM TEE 3/16	
5/19/2004, 9:49:47 AM: Item (Updat	ed): 150099115, VACUUM TEE 3/16 4WAY CROS	
5/19/2004, 9:49:47 AM: Item (Updat	ed): 150099116, VACUUM TEE 3/16 4-WAY 90D	
5/19/2004, 9:49:47 AM: Item (Added): 1500991414, VACUUM ELBOW 1/4 -1/4	
5/19/2004, 9:49:47 AM: Item (Updat	ed): 150099322, VACUUM TEE 1/8	
5/19/2004, 9:49:47 AM: Item (Updat	ed): 150099323, VACUUM TEE 5/32	
5/19/2004, 9:49:47 AM: Item (Updat	ed): 150099325, VACUUM TEE 5/16	
5/19/2004, 9:49:47 AM: Item (Updat	ed): 150099327, VACUUM TEE 3/8	
5/19/2004, 9:49:47 AM: Item (Updat	ed): 150099353, VACUUM TEE 1/4	
5/19/2004, 9:49:47 AM: Item (Updat	ed): 150099360, VACUUM TEE 3/16 X1/8X 1/8	
5/19/2004, 9:49:47 AM: Item (Updat	ed): 150099448, VACUUM CONN 5/16 STRAIGHT	~
		·
	× •	

End:

SIS 8.x & 9.x Converter - Version 1.1.0 (5/19/2004)	_ 🗆 🔀
5/19/2004, 9:52:16 AM: RO: 12622, 664766005503, 1, 6, 2004/04/1	Close
5/19/2004, 9:52:16 AM: RO, Part not found: 13601, 111564297	
5/19/2004, 9:52:16 AM: RO: 13601, 15864310, 5, 13, 2004/04/1	
5/19/2004, 9:52:16 AM: RO: 4, 051144014408, 1, 4, 2004/04/1	
5/19/2004, 9:52:16 AM: RO: 13598, 400, 1, 4, 2004/04/1	
5/19/2004, 9:52:16 AM: RO: 13734, 089191035, 1, 8, 2004/04/1	
5/19/2004, 9:52:16 AM: RO: 13596, 089191035, 1, 13, 2004/04/1	
5/19/2004, 9:52:16 AM: RO: 13813, 50051131049029, 1, 4, 2004/04/1	
5/19/2004, 9:52:16 AM: RO: 13665, 07201321, 1, , 2004/04/1	
5/19/2004, 9:52:16 AM: RO: 13859, 07201321, 1, 8, 2004/04/1	
5/19/2004, 9:52:16 AM: RO: 12622, 053916 25, 2, 6, 2004/04/1	
5/19/2004, 9:52:16 AM: RO: 13858, 053910 16, 2, 6, 2004/04/1	
5/19/2004, 9:52:16 AM: RO: 13644, 012948 16, 4, 3, 2004/04/1	
5/19/2004, 9:52:16 AM: RO: 12622, 05398 12, 4, 6, 2004/04/1	
5/19/2004, 9:52:16 AM: RO: 13598, 17200194, 2, 4, 2004/04/1	
5/19/2004, 9:52:16 AM: RO: 13632, 17200194, 1, 4, 2004/04/1	
5/19/2004, 9:52:16 AM: 1489 lines read	
5/19/2004, 9:52:16 AM: Data file creation done	
5/19/2004, 9:52:16 AM: Creating Purchase Order File	
5/19/2004, 9:52:16 AM: Reading c:\temp\ITEM.data	
5/19/2004, 9:52:18 AM: PO: 0, 4011231702898, 1, 02003/12/13	
5/19/2004, 9:52:18 AM: 1 lines read	
5/19/2004, 9:52:18 AM: Data file creation done	
5/19/2004, 9:52:18 AM: Conversion done.	

5. Set up Customer Information

The Customer Information screen will automatically come up after installation of SIS 10. Please fill out the information exactly as it is on the customer profile and invoices. This must match SAP information exactly.

J	Client Information			X
	Client Information		, 🕈	
			$\mathbf{\Gamma}$	
	Name:			
Ì	Address 1:			
	Address 2:			
	City, State, ZIP:			
	Country:	USA		
1	Phone:			
	Fax:			
	eMail			
	Business License:			
	Standard Tax:	0 %		
	Standard Markup:	100 %		
1				
		-	0ł	(

All fields except fax and email must be completed.

In this box, you can set up the first mark up for the products. This will be the first default mark up. (The option to mark up by insurance company and by specific products is also available in other areas of the program)

To find this information again, click on File and on Program and Settings then on Client Information. You can make corrections or changes in these fields and change the mark up or sales tax.

6. Customer Registration

SIS10 comes with a free 30 day trial period. At the end of 30 days, the customer must register the software.

Apply for Registration in SIS

In SIS, go to menu File $\$ Registration and hit the button "Register"

				X
Registration Status	Registration Form	Select License		
				. * .
1		Registration Date	Expiration Date	
Activated Registration				
Requested Activation				
SIS Software	02.04.2	2004		
Activation Code				Delete
-	-		•	
Client Number	✓Activate Registrat	ion		
¢ Close	Register			

Enter the customer's data, including the Client number (Wurth customer number). Click NEXT

Registration Stat	us Registration Form	Select Licens	e	
*Client Number *Company *Addross	JPTEST JP			<u>s</u>
*City State 7ID:	10100 85th Ave N	Franc		
Country	USA STOLE	- 55326		
*Contact	Jan Pöhland			
*Phone	763 493 0811			
Fax	763 493 0800			
eMail	Jan.Poehland@wuerth-phoenix.c	om		
Pagistration Code				
tu-	SIS-341-016-541-167745-5233118			
Username	sis "Pa	ssword sis		
* - REQUIRED FIELDS				
Deck Back	Next			

Registration Statu	IS Registration Form	Select License		
				/ † /
*Profile Description	Select Profile	•		
*Products	Select Time			
			Add	/ • /=
			🗍 Remove	
Line It Product Num		Description		
1. 1999747	SIS Software - Open License			
* - REQUIRED FIELDS				
🗢 Back	🗐 Print			

Select a profile and a product and hit the button "Add"

You will get the following registration form which needs to be sent to Wurth USA Fax to 888-258-0158 and the Help Desk will fax you back an activation code



The SIS Help Desk will fax back an activation confirmation and code

int	100%			•	С
	_	() ()			
	_				
	Leslie	Ross			
	Leslie	Ross			
	14861	3 Cedar Street			
	Ontar	io, CA 91761			
	Fax 8	88-258-0158			
			- 127		
			Date Marce 14, 2004		
			Way 14, 2004		
	Dear S	Sir/Madam			
	You h	ave successfull	w registered your conv of SIS. Please find attached your activation code		
	Tour	110 5 0000551 00	y nganota you copy or bio. I alan, fan analisa you antraisin coas.		
	(lient number:	LESLIE1		
		User name:	leslie		
		Password:	leslie		
	Line	Description			
	1.	19990026 SIS	Software - Annual Subscription		
		0378834-4dr	*: zi.262u.2222.2222.2222.2222-20050514-618618-9988678		
	Please	enter your act	ivation code and your client number into the SIS registration form. Use		
	capita	l and lower cas	e letters as printed!		
	To act	ivate your cop:	y of SIS hit the "Activate Registration" button.		
	If you	, should have a	ny questions, please call us at 1 800 864 6561 x 2746.		

7. SIS Activation

Enter the activation code and the client number (Wurth customer number) into the registration form

Registration Status	Registration	Form Select License		
				/*
		Registration Date	Expiration Date	
Activated Registration			ik.	
Requested Activation				
SIS Software		02.04.2004		
				i Print
Activation Code				Print
Activation Code 5233918 - 4dqi262u22222	22222222222	. 20050407 . 370370 .	0781050	Print
Activation Code 5233918 - 4dqi262u22222 Client Number	22222222222	. 20050407 . 370370 .	0781050	i Print
Activation Code 5233918 - 4dqi262u22222 Client Number JPTEST	2222222222	- 20050407 - 370370 -	0781050	Print
Activation Code 5233918 - 4dqi262u22222 Client Number JPTEST	2222222222 Activate	- 20050407 - 370370 - Registration	0781050	Print

Click on "Activate Registration"

8. Update SIS 10 Software

From time to time, there will be updates made to the software to enhance performance to resolve bugs in the system. To update the program by the internet, click on FILE and click on UPDATE.

🏦 Main Screen							
Program Settings and O	ptions :eiving						
M Registration							
III Barcodes		10009 - Wurth USA	-				
III Barcode Collector		Show Open And Closed RO's					
CA Update							
* Network Version							
Exit							
U Delete							
🖕 Cancel 丨							
X Close							
🗃 Print	Part Number	Description		Order Q	uantity	Total Received Quantity	Extended
	0035110114	MS PH PAN USS 10-24 1/4		0.00	-	0.00	\$0.00
	00351101	MS PH PAN USS 10-24X1		0.00		0.00	\$0.00
	0013404222	'ANHD WWWASH PHBLKZN8X7/8		0.00		0.00	\$0.00
	00000000891700312	TELESCOPIC GUN		0.00		0.00	\$0.00
Browse Parts						E tour la t	
						External Cost:	
Add Part F	Part Number:	0035110114	External (Cost	\$0.00		
D. Edit Online	Part Description:	MS PH PAN USS 10-24 1/4	Total Rec	eived Qua	0.00		
Z Eait Order.	and a competition.						
☑ Edit Receiving							
	Order Quantity:	0.00	Received	Quantity:	0.00		
Save							
Delete							
A Council							

A screen will appear that says "ONLINE UPDATE". Click on the START button. The customer must be registered to download updates.



A message from the server will appear in the message box. This message will show that the update is successful. If the software is not registered or if the activation code is entered in wrong, the message will show that the update failed as shown below. If this message appears, register your software or if you have, re-enter your activation code. Pay close attention to all the numbers and letters in the activation code.

sis 10						6	ÐX
File Master Data ROs, In	woices, Purchasing, Tool	s Statistics and Reports H	elp				
	****	******	*****	*****		******	******
Welcome To	Part Number	OEM Number	Description 1	Description 2	Location	Supplier	
-#-	00000000891700312		TELESCOPIC GUN			Wurth USA	
()(0013404222		ANHD WWASH PHBLKZN8X7/8			Wurth USA	1000
	00351101		MS PH PAN USS 10-24X1			Wurth USA	
	0035110 Online Updat	e				Wurth USA	
	0035110					Wurth USA	
	0035110 Online	e Update				Wurth USA	
	0035112					Wurth USA	
	0035112					Wurth USA	-
O Oranh	Trying to c	onnect to server					
Search	Connection	n to server successfully est	ablished				
\$ Get Price	Quick error 30002	: Error identifying!					
- -	Part Nu Update fail	ed!			-		
					-		
	Repair						
New New	RC					Comment	
Fdit							
Print Invoices							
🔄 Data Upload							
							_
	2		0%				
	Parts E				-	1	
Reate POs	Part N		Try A	Again Close	um Quantity	/ Supplier	
							_
	B 10 or (a)					and \land	41 54
						<u><u></u><u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u></u></u>	:41 PM

9. Manual Update

To update the program on a computer that does not have internet access, obtain the latest release on CD from your WURTH Sales Professional or call 1-800-864-6561. Place the CD in your CD Drive. The CD will begin the automatic installation.

The first screen to appear is the Introduction screen. Click on the NEXT button.



The next screen to appear will ask if you want to do a FULL INSTALLATION or UPDATE.



Click on UPDATE and click on NEXT. The system will search for existing versions of SIS on your computer. Choose the version you wish to update and click on SELECT, This update only applied to SIS10 and will not effect older versions of SIS..

Se ocaren ne	instanted bib - bore		
Search fe	or installed SIS	- Software ver	rsions
One/several po Tound. Please s	ssible installation(s) of select the appropriate e	the SIS - Software has ntry and continue with	/have been 'Select'.
C: IProgram Files C: IProgram Files	\sis		
C: Program Files	\sis10		
C: Program Files	\sis_client		
C: Program Files	\sis_clienttest		
		P	'osition



The next screen shows the information on the update and how much disk space is required.

Click on INSTALL. When the update is complete, a dialog box will ask you to restart your software. Click on YES.

10. Main Screen and Tool Bars

The Main Screen has three sections. The first section is Quick Check. This allows the customer to check prices on their products. This section shows the List and the cost.

To Search for a Price, Either click on a number from above or enter a product number and hit search. You can scroll through the database by clicking on Prior 100 or Next 100.



If you do not know the part number, you can click on the description column and it will sort this alphabetically

		05000				1	0
- 10-	Part Number	OEM Number	Description	on 1	Description 2	Location	Supplier
	0893109		ZINC WELD PRIMER 400	JML			Wurth USA
	196400009		ZINC PAN HD SHT MTL	SCREW 1200			Wurth USA
	964407		ZINC METRIC FLAT WA	SHER ASST			Wurth USA
	X0893114		zinc bright u label				Wurth USA
	X893114		ZINC bright				Wurth USA
	0603300133		ZEBRAF HHS BIMETAL	SAVV BLADES			Wurth USA
	060330013		ZEBRAR HHS BIMETAL	SAVV BLADES			Wurth USA
	0893166		ZEBRAR CLAY				Wurth USA
Search	II Prior 100	🛄 Next 100					
1							
Get Price	Quick Price Check						
	Part Number	Quantity	y:	Price:		-	
				Retail Pric	e:	-	
New	RO Number	Claim Number	Customer Name	Insu	urance Company		Comment
Edit	20011	- NU	ne -	- Norie -			
Drint Invision	20012	- 140	11C -	- NOR6 -			
nnt invoices							
Data Unload							
Data Upload							
Data Upload							
Data Upload							
Data Upload	Parts Below Minimu	ım Quantity:	Description		On the store state	Minimum Ourself	our la
Data Upload	Parts Below Minimu Part Number	im Quantity: Description 1	Descript	ion 2	On Hand Quantity	Minimum Quantit	y Supplie
Data Upload	Parts Below Minimu	um Quantity: Description 1	Descript	ion 2	On Hand Quantity	Minimum Quantit	y Supplie
Data Upload	Parts Below Minimu Part Number	ım Quantity: Description 1	Descript	ion 2	On Hand Quantity	Minimum Quantit	y Supplie
Oata Upload	Parts Below Minimu Part Number	ım Quantity: Description 1	Descript	ion 2	On Hand Quantity	Minimum Quantii	y Supplie
Data Upload	Parts Below Minimu Part Number	ım Quantity: Description 1	Descript	ion 2	On Hand Quantity	Minimum Quantif	y Supplie

The second section is Open Repair Orders. You will see a list of Open Repair Orders that are waiting to be invoiced. You can create new Repair Orders, Edit existing Repair Orders or Print Invoices.

To Create a New Repair Order from the main screen, click on New. If you would like to edit a repair order, select a repair order from the grid by clicking on the number and clicking on EDIT. To print invoices for one or several RO's, you can select an RO by clicking on the number in the grid and holding down the Control Key on your keyboard, you can click on other RO numbers.

Walson	ma Ta							
weico	Part Nur	mber	OEM Number	Description 1	Descripti	on 2 Loc	ation Supplier	
	0000000089170	00312		TELESCOPIC GUN			Wurth USA	
	0013404222			'ANHD WWWASH PHBLKZNE	3X7/8		Wurth USA	
	00351101			MS PH PAN USS 10-24X1			Wurth USA	
	0035110114			MS PH PAN USS 10-24 1/4	2	1	Wurth USA	
	003511012			MS PH PAN USS 10-24X1/2			Wurth USA	
	003511034			MS PH PAN USS 10-24X3/4			Wurth USA	
	00351121			MS PH PAN USS 12-24X1			Wurth USA	
	0035112114			MS PH USS ZN 12-24X11/4			Wurth USA	_
🔍 Sear	rch 🚆 Prior 100	0 📃	Next 100					
\$ Get P	Price Quick Price C	Check						
	Part Number		Quantity:		Price:	-		
	0025110114		1		Retail Price:	20		
	0033110114							
	Repair Orders	s and Invoices						
Net	Repair Orders	s and Invoices	Number	Customer Name	Insurance Comp	any	Comment	
Ner	W 20014	s and Invoices per Claim	Number None	Customer Name	Insurance Comp - None -	any	Comment	
L Ner ∠ Ed	W Repair Order: W 20014	s and Invoices per Claim	Number - None	Customer Name e -	Insurance Comp - None -	any	Comment	
 Ner Ed Print Im Data U 	w Repair Order: RO Numb 20014	s and Invoices per Claim	Number None	Customer Name e -	Insurance Comp - None -	any	Comment	
 Ner Ed Print Im Data U 	w Repair Orders Repair Orders RO Numb 20014	s and Invoices ber Claim	Number - Non	Customer Name e -	Insurance Comp - None -	any	Comment	
₽ Ner 2 Ed 3 Print Im 1 Data U	w Repair Order Repair Order 20014 20014 20014	s and Invoices per Claim Minimum Quan	Number - Non	Customer Name e -	Insurance Comp - None -	any	Comment	
Ner Ed Print Im Data U	w POs Parts Below I	s and Invoices per Claim Minimum Quan	Number - Non - Non tity: escription 1	Customer Name e - Description 7	Insurance Comp - None - 2 On Hand Qu	anty	Comment I Quantity Supplic	er
Ne Ed Print Im Data U	w Parts Below I POs Part Number 0049625	s and Invoices ber Claim Minimum Quan	Number - Non - Non tity: ascription 1 I CTSK 6X25	Customer Name e - Description 2	Insurance Comp - None - 2 On Hand Qu: 0.00	antity Minimum 4	Comment I Quantity Suppli Wurth USA	er
Ner Ed Print Im Data U Kā Create	w Repair Order Repair Order RO Numb 20014 20014 Pos Parts Below I Parts Below I Part Number 0049625 069000021	s and Invoices per Claim Minimum Quan M SCR OV HD PH RTV SILICONE BL	Number - Noni - Noni tity: escription 1 I CTSK 6X25 ACK 30Z.	Customer Name e - Description 2	Insurance Comp - None - 2 On Hand Qua 0.00 0.00	anty Minimum 4 3	Comment Duantity Supplin Wurth USA Wurth USA	er
L Ner C Ed Print Im t⊒ Data U t⊒ Create	w Repair Order: Repair Order: RO Numb 20014 20014 20014 Pos Parts Below I Part Number 0049625 005900021 0890030	s and Invoices per Claim Minimum Quan M SCR OV HD PH RTV SILICONE BL STONEGUARD SI	Number - Non tity: ascription 1 CTSK 6x25 ACK 302. KS BLACK	Customer Name e - Description 2	Insurance Comp - None - 2 On Hand Qu: 0.00 0.00 0.00	anty Minimum 4 3 3	Comment Ouantity Supplie Wurth USA Wurth USA Wurth USA	er

Highlighted the repair orders you want to print invoices. Click on the PRINT INVOICES button. A dialog box will appear asking you want to print all or selected.

File Master Data ROs,	Invoices, Purchasing, Tools Sta	tistics and Reports	: Help				- 🗆 י
Welcome To	Part Number	OEM Number	Description 1	Description 2	Location	Supplier	010101010
	0893109		ZINC WELD PRIMER 400ML			Wurth USA	
()(196400009		ZINC PAN HD SHT MTL SCREW 1200			Wurth USA	100
	964407		ZINC METRIC FLAT WASHER ASST			Wurth USA	
	X0893114		zinc bright u label			Wurth USA	
	X893114		zinc bright			Wurth USA	
	0603300133		ZEBRAF HHS BIMETAL SAW BLADES .			Wurth USA	
	060330013		ZEBRAF HHS BIMETAL SAW BLADES .			Wurth USA	
	0893166		ZEBRAr CLAY			Wurth USA	-
Q Search	Prior 100	Next 100					
\$ Get Price	Quick Price Check Part Number			×	-		
		Print Selected?			2		
New Edit Print Invoices	R0 Number Clair 20011 20012	nt V Yes	X No Cancel	nce Company		Comment	
	Parts Below Minimum Qua	ntity:					
🔏 Create POs	Part Number	Description 1	Description 2	On Hand Quantity	Minimum Quantity	/ Supplier	

To print the highlighted Items click on YES. If you want to print all the invoices for all the Open Repair Orders, click on NO.

The third section of the Main Screen is for Parts Below Minimum Quantity and Creating Purchase Orders.

You can select the items listed in the grid by selecting the first item you want to purchase and by holding down the Control Key on your keyboard and clicking on the next item. Holding the Shift Key down on your keyboard and clicking on the last item will select all items in the grid. When you have all the items you want on your purchase order, click on CREATE PO. This will take you to the Purchase Order Screen.

On the PURCHASE ORDER screen, to edit the quantity of the items to order, click on the part number in the gird and click on the EDIT ORDER button on the bottom left hand side.

Purchase Orders an	d Receiving					
Purchase 0	rders and Receiving					-
New	PO No.:	10009 - Wurth USA	-			
		Show Open And Closed RO's				
Edit						
Save						
🗊 Delete						
de Concel						
Cancer						
X Close						
A Print	Part Number	Description	0	der Quantity	Total Received Quantity	Extended C
	0035110114	MS PH PAN USS 10-24 1/4	0.00	10	0.00	\$0.00
	00351101	MS PH PAN USS 10-24X1	0.00		0.00	\$0.00
	0013404222	ANHD WWWASH PHBLKZN8X7/8	0.00		0.00	\$0.00
	00000000891700312	TELESCOPIC GUN	0.00		0.00	\$0.00
Drowse Parts	6				External Cost:	
DAUDA	D IN I	0005440444	E 1 10 1	60.00		
Add Part	Part Numper:	0035110114	External Cost	\$0.00		_
A Edit Order	Part Description:	MS PH PAN USS 10-24 1/4	Total Received G	lua 0.00		
Edit Receiving						
Sava	Order Quantity:	0.00	Received Quantit	ty: 0.00		
Un Unvo						
D D L L						
Uelete						

11. Software Set Up'

Set up Technicians, Print Technician Barcodes, and Set up Insurance Companies must be done before Repair Orders are entered or scanning data.

To enter a Technician	, click on	MASTER	DATA then	click on	TECHNICIANS
-----------------------	------------	--------	-----------	----------	-------------

	ry 🛛	000000000000000000000000000000000000000					
🔐 Custom	iers	art Number	OEM Number	Description 1	Description 2	Location	Supplier
🖬 Supplie	rs	00891700312		TELESCOPIC GUN			Wurth USA
őt Technic	ians	222		'ANHD WWWASH PHBLKZN8X7/	/8		Wurth USA
P. Popair	Groupe	1		MS PH PAN USS 10-24X1			Wurth USA
		1114		MS PH PAN USS 10-24 1/4			Wurth USA
	ce companies	112		MS PH PAN USS 10-24X1/2			Wurth USA
	00351	1034		MS PH PAN USS 10-24X3/4			Wurth USA
	00351	121		MS PH PAN USS 12-24X1			Wurth USA
	00351	12114		MS PH USS ZN 12-24X11/4			Wurth USA
Q Search		Prior 100	🛄 Next 100				
\$ Get Price	Quick	k Price Check					
	Part N	Number	Quantity:	Pr	rice:	-	
			1	Re	etail Price:	-	
New	Кера	RO Number	Claim Number	Customer Name	Insurance Company	1	Comment
21				0.0000000000000000000000000000000000000	integrative electriparty		e entimente
The second second							
📝 Edit							
Edit	s						
Edit Print Invoice	s						
Edit Print Invoice	s						
☑ Edit ☑ Print Invoice ☑ Data Upload	e e e e e e e e e e e e e e e e e e e						
Edit Print Invoice Data Uploar	2						
 Edit Print Invoice Data Uploar 	5						
 Edit Print Invoice Data Uploar 	s Parts	Below Minimu	m Quantity:				
Edit Edit Print Invoice Data Uploar Create POs	s Parts Parts	Below Minimu tNumber	m Quantity: Description 1	Description 2	On Hand Quantity	Minimum Quanti	y Supplie
Edit Edit Print Invoice Data Uploar Create POs	s Parts Parts	Below Minimu	m Quantity: Description 1	Description 2	On Hand Quantity	Minimum Quanti	y Supplie
Edit Edit Print Invoice Data Uploa	s Parts Parts	Below Minimu Number	m Quantity: Description 1	Description 2	On Hand Quantity	Minimum Quanti	y Supplie
Edit Edit Print Invoice Data Uploar	s Parts Part	Below Minimu Number	m Quantity: Description 1	Description 2	On Hand Quantity	Minimum Quanti	y Supplie
Edit Edit Print Invoice Data Uploar	s Parts Part	Below Minimu Number	m Quantity: Description 1	Description 2	On Hand Quantity	Minimum Quanti	y Supplie

The Technician Screen will appear. Click on NEW and assign a number to your tech. When done, Click on SAVE

 New ≧ Edit Save □ Delete ↓ Cancel X Close 	Technician No.: 30 Name: Ce Department:	slie	•
Print List	Technician No.	Name	Department

To help the techs scan their tech numbers, you should create a Technician Barcode Scan Sheet. To Print Technician Barcodes, choose the tech from the grid and click on the PRINT BARCODE. Button. Continue down the list until you have completed this task for all Technicians. A barcode collector will appear.

			Barcode Colle	ector	button
Technicians	;		Type	Description	BARCODES
New New	Technician No.:	4 Datti	Technician Technician	Joe Amy	on the
Edit Save	Department:		lechnician	Lësilë	Barcode
🗊 Delete					Collector.
Cancel					Regular
X Close			<u>i</u>	☐ Barcodes X Close	Avery Labe
Print List	Technician No 1	o. Name Leslie		Department	5160 for
Print Barcode	2 3	Joe Amy			laser
-	4	Patti			printers o
					8160 for l
					Jet printer
					To print t
					Scan Shee
					you can u
					a plain sh
	Prior 100	Next 100			of paper

12. Set up Insurance Companies.

******	master Data ROS, I	woices, Purchasing, Too	is Statistics and Reports	s Help				
	™ Inventory	000000000000000000000000000000000000000						
	AR Customers	lart Number	OEM Number	Descriptio	n 1	Description 2	Location	Sunnlier
		00891700312	CEMINATION	TELESCOPIC GUN		Description 2	Location	Wurth USA
	Taskulaiaua	222		ANHD WWWASH PHBLK	ZN8X7/8			Wurth USA
		11		MS PH PAN USS 10-24X	1			Wurth USA
	🖼 Repair Groups	1114		MS PH PAN USS 10-24 1	/4			Wurth USA
	http://www.compare.com	oanies ₁₁₂		MS PH PAN USS 10-24X	1/2			Wurth USA
		003511034		MS PH PAN USS 10-24X	3/4			Wurth USA
		00351121		MS PH PAN USS 12-24X	1			Wurth USA
		0035112114		MS PH USS ZN 12-24X1	1/4			Wurth USA
0	Coord	Drior 100	Novt 100					
_	Search	Phor 100						
5	Get Price	Quick Price Check						
-		Part Number	Quantity:		Price:		-	
			1		Retail Pri	ce:	2	
		D						
	Name 1	Repair Orders and I	nvoices	Our de norme Manuel	1		1	A
*	I New	RU Number	Claim Number	Customer Name	Ins	urance Company		Comment
1	Edit	20001	- NUR	s - De Cuetomer	- None			
75	Drint Invoisoo	20002	11115-15	s a customer	- NONE -			
-	Finit invoices							
	Data Unload							
1	🗿 Data Upload							
t	🖥 Data Upload	_						
t	🚽 Data Upload							
1	Data Upload	Parts Below Minimu	m Quantity:					
1	Data Upload	Parts Below Minimu Part Number	m Quantity: Description 1	Descripti	on 2	On Hand Quantity	Minimum Quantii	y Supplier
	Data Upload	Parts Below Minimu Part Number 003511012 MS PH	m Quantity: Description 1 PAN USS 10-24X1/2	Descripti	on 2 0	On Hand Quantity	Minimum Quantil	y Supplier Wurth USA
1	Data Upload	Parts Below Minimu Part Number 003511012 MS PH	m Quantity: Description 1 PAN USS 10-24X1/2	Descripti	on 2	On Hand Quantity	Minimum Quantii 3	y Supplier Wurth USA
	Data Upload	Parts Below Minimu Part Number 003511012 MS PH	I m Quantity: Description 1 PAN USS 10-24X1/2	Descripti	on 2	On Hand Quantity 0	Minimum Quantii 3	y Supplier Wurth USA
	Data Upload	Parts Below Minimu Part Number 003511012 MS PH	I m Quantity: Description 1 PAN USS 10-24X1/2	Descripti	on 20	On Hand Quantity	Minimum Quantif	y Supplier Wurth USA
	Data Upload	Parts Below Minimu Part Number 003511012 MS PH	I m Quantity: Description 1 PAN USS 10-24X1/2	Descripti	on 2 0	On Hand Quantity	Minimum Quantif	y Supplier Wurth USA
	Data Upload	Parts Below Minimu Part Number 003511012 MS PH	I m Quantity: Description 1 PAN USS 10-24X1/2	Descripti	on 2 0	On Hand Quantity 00	Minimum Quantif	y Supplier Wurth USA

Click on Master Data then click on Insurance Companies.

Click the NEW button to set up a new Insurance Company. . You can set the MARKUP on an individual insurance company if you have a contract with them that only allows a certain markup.

SIS 10 Master Data ROs,	Invoices, Purchasing, 1	ools Statistics and Re	ports Help						_ 🗆 ×	This ma	ark Srri
nsurance Companies	,								c, X		:111
Insurance Co	ompanies								-	all othe	٢
New	Name:	Progressive Insuran	ce Company							markup	os.
Edit	Address 1:	111 Main Street			_						
Save	Address 2:		1.00000		_						
Delete	City, State, ZIP:	Anywhere	USA	111111							
Cancel	Markun:	USA	-							Click o	n
Close			- a							Save af	to
						1	r	1 2	· · · · · · ·	Javean	ie
Print List	Name State Farm	Address		ess 2	City	State	ZIP	USA USA	Markup	you hav	ve
	State Firm		_					USA		comple	t D
									_	compie	
									_	your er	۱tr
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	Prior 100	🛄 Next 100]						_		
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13. Create and Edit Repair Orders

To create Repair Orders using the scanner, follow the instructions below:

- 1. Display Reads "1. Repair Order" Hit Red Enter Button
- 2. Display Reads "Technician Number" Scan your Tech Number
- 3. Display Reads "Repair Order" Type Repair Order Number
- 4. Scan Part
- 5. Enter Qty Hit Red Enter Button
- 6. Continue to scan until completed
- 7. Hit Blue Function (Func) button and then the Star (*) Key

To create Repair Orders Manually:

- 1. Click on the Heading ROs, Invoices, Purchasing, Tools
- 2. Click on REPAIR ORDERS AND INVOICES

(i) SIS 10									- 🗆 ×
File Master Data ROs, In	voices, Purchasing, Too	Is Statistics and I	Reports I	lelp					
Received the Recei	epair Orders and Invoice	s							101010101010101
We 🤗 Pi	urchase Orders and Rec	eiving OEM Num	nber	Description 1		Description 2	Location	Supplier	
	ool Tracking			TELESCOPIC GUN				Wurth USA	
	0013404222			ANHD WWWASH PHBLKZN8	X7/8			Wurth USA	101
	00351101			MS PH PAN USS 10-24X1				Wurth USA	
	0035110114			MS PH PAN USS 10-24 1/4				Wurth USA	
	003511012			MS PH PAN USS 10-24X1/2				Wurth USA	
	003511034			MS PH PAN USS 10-24X3/4				Wurth USA	
	00351121			MS PH PAN USS 12-24X1				Wurth USA	
	0035112114			MS PH USS ZN 12-24X11/4				Wurth USA	-
Search	Prior 100	🛄 Next 100							
	Part Number	Qu	antity:		Price:		-		
		1			Retail P	rice:			
	Repair Orders and I	voices							
New	RO Number	Claim Number	News	Customer Name	In	isurance Company	Çi	omment	
A Edit	20001		- None -		- None -				_
	20002		- None -		- None -				
Print Invoices									
🚰 Data Upload									
	-								_
	Parts Below Minimu	m Quantity:							
la≣ Create PΩs	Part Number	Description	1	Description 1	,	On Hand Quantity	Minimum Quantity	Supplier	r []
*2 Cleater Us	003511012 MS PH	PANTISS 10-24X1/2		Description 2			3.00	Wurth LISA	
	0035112114 MS PH	USS 7N 12-24X11/4				0.00	4.00	Murth USA	_
		000 211 12 210 111				0.00	1.00	rial in oort	_
									_
					_				_
	-	ľ.		11	_	1			
🐮 Start 🛛 🖏 🎒 💽 🚱	🕑 🛛 🖉 SIS - Mi	🖬 2 Micr 👻 🛁	2 SAP	- SIS 10 🗁 B	onus	Microso	2 2 2 7	« 🄏 💆 🖸 🤉	2:34 PM

Click on the NEW button. Enter your corresponding repair order number. At this time, you may if you choose, assign an insurance company, enter the claim number, enter the customer name, and give a brief description of the car. Click on the SAVE button when complete.

Repair Orde	ers and Invoices					
D New	Renair Order No	5069	Claim Number			
E Helt	Ropan Crasi Ho.	Show Open And Closed RO's	Customer Name:	Leslie Ross	.	
	Invoice No.:	All	Insurance Company:	State Farm	•	
Dave	Description:	2004 Mini Cooper S	Closed:			
Uelete	_					
Cancel	-	•				
New Custom						5/14/04 2:3
1 Data Export	Part Number	Description	Quantity Technici	an Price	Total Price	Supplier
Print Barcode						
A Repair Order						
Call training and						
A Print Invoices						
Print Invoices						
Print Invoices Add Repair						
 Print Invoices Add Repair. Browse Parts 				Total Price:		
 Print Invoices Add Repair Browse Parts Add Part 	Part Number:		Part Description:	Total Price:		
 Print Invoices Add Repair. Browse Parts Add Part Edit 	Part Number: Technician:	- None -	Part Description: Supplier:	Total Price:		
 Print Invoices Add Repair Browse Parts Add Part Edit Save 	Part Number: Technician: Quantity:	- None -	Part Description: Supplier:	Total Price:		
 Print Invoices Add Repair. Browse Parts Add Part Edit Save Delete 	Part Number: Technician: Quantity:	- None -	Part Description: Supplier:	Total Price:		

To Edit this information in the repair order click the EDIT button.

There are two ways to add parts manually to a repair order. The first is to click on the Add Part button, enter the part number, hit the ENTER keyn on your keyboard and enter the technician number. Hit the ENTER key on your keyboard again and enter the quantity. Hit the ENTER button on your keyboard and this part will be added to the repair order. Continue to add parts until completed and click on the SAVE button when completed.

If you do not know the part number, but have a partial description, click on the BROWSE PARTS button. This will take you to the Inventory Screen.

a Inventory							
New	Part No.:		Desc.	Hex Bolt			
Edit	OEM No.:		Desc. 2:				
Save	Cost:		Markup:		Location:		
Delete	Sell:		Usage Size:		Barcode:		
Cancel	On Hand Qty.:		Min. Qty.:				
Search	On Order Qty.:		Max. Qty.:		Supplier:	All	
•	Taxable:		Billable:		Active:		
Close]						
New Supplier	Part Number Of	EM Number	Description 1	Description 2	Location	Supplier	Cost
	00000000000	TELE	SCORE GUN			Month LISA	\$17.00
	0000000891		SCOFIC ODIN			Waith 03A	φ17.80
New Repair.	0013404222	`ANH	ID WWWASH PHBLKZN8X7/8			Wurth USA	\$0.29
New Repair.	00000000891 0013404222 00351101	`ANH MS P	HD WWASH PHBLKZN8X7/8 H PAN USS 10-24X1			Wurth USA Wurth USA	\$0.29 \$0.12
New Repair. Print List	000000000000000000000000000000000000000	`ANI MS P MS P	H PAN USS 10-2411 H PAN USS 10-24X1			Wurth USA Wurth USA Wurth USA	\$0.29 \$0.12 \$0.11
New Repair. Print List Set Markup	000000000397 0013404222 00351101 0035110114 003511012	`ANI MS P MS P MS P	ID WWASH PHBLKZN8X7/8 H PAN USS 10-24X1 H PAN USS 10-24 1/4 H PAN USS 10-24 1/4 H PAN USS 10-24X1/2			Wurth USA Wurth USA Wurth USA Wurth USA	\$0.29 \$0.12 \$0.11 \$0.10
Vew Repair. Print List Set Markup	000000000591 0013404222 00351101 0035110114 003511012 003511034	`ANH MS P MS P MS P MS P	D WWASH PHBLKZN8X7/8 H PAN USS 10-24X1 H PAN USS 10-24 1/4 H PAN USS 10-24X1/2 H PAN USS 10-24X3/4			Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	\$0.29 \$0.12 \$0.11 \$0.10 \$0.10
New Repair. Print List Set Markup Print Barcode	00000000000000000000000000000000000000	`ANF MS P MS P MS P MS P MS P	ID WWWASH PHBLKZN8X7/8 HPAN USS 10-24X1 HPAN USS 10-24 1/4 HPAN USS 10-24X1/2 HPAN USS 10-24X3/4 HPAN USS 10-24X3/4 HPAN USS 12-24X1			Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	\$0.29 \$0.12 \$0.11 \$0.10 \$0.10 \$0.10 \$0.12
New Repair. Print List Set Markup Print Barcode	00000000000000000000000000000000000000	`ANF MS F MS P MS P MS P MS P MS P	boons our h pan USS 10-24X1 h pan USS 10-24X1 h pan USS 10-24 1/4 h pan USS 10-24X1/2 h pan USS 10-24X3/4 h Pan USS 12-24X1 h USS ZN 12-24X11/4			Warth USA Warth USA Warth USA Warth USA Warth USA Warth USA Warth USA	\$0.29 \$0.12 \$0.11 \$0.10 \$0.10 \$0.10 \$0.12 \$0.12
New Repair. Print List Set Markup Print Barcode	0000000022 00351101 003511014 003511014 003511012 003511014 00351121 003511214 003511212	`ANI MS F MS P MS P MS P MS P MS P MS P	boons our https://www.skith.phelik.t2N8x7/8 https://www.skith.t2 https://wwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwww			Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	\$0.29 \$0.12 \$0.11 \$0.10 \$0.10 \$0.10 \$0.12 \$0.12 \$0.12 \$0.24
New Repair. Print List Set Markup Print Barcode	00000000222 00351101 003511014 003511012 003511014 003511014 00351121 003511214 003511214 003511214	`ANI MS F MS P MS P MS P MS P MS P MS P MS P	boone our https://www.skit.preschem. https://wwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwww			Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	\$0.29 \$0.12 \$0.11 \$0.10 \$0.10 \$0.10 \$0.12 \$0.12 \$0.12 \$0.24 \$0.24 \$0.15
Vew Repair. Print List Set Markup Print Barcode	00000000297 00351101 00351101 003511012 003511012 00351121 003511214 003511212 003511214 003511212 003511234	`AN MS F MS P MS P MS P MS P MS P MS P MS P	boons our https://www.skith.phbLkZN8X7/8 https://wwwwwww.skith.phbLkZN8X7/8 https://www.skith			Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	\$0.29 \$0.12 \$0.11 \$0.10 \$0.10 \$0.10 \$0.12 \$0.12 \$0.12 \$0.12 \$0.24 \$0.15 \$2.07
Vew Repair. Print List Set Markup Print Barcode	00030000000000000000000000000000000000	`ANI MS F MS P MS P MS P MS P MS P MS P MS I	born our by WWASH PHELKZN8X7/8 H PAN USS 10-24X1 H PAN USS 10-24X1/2 H PAN USS 10-24X1/2 H PAN USS 10-24X3/4 H PAN USS 10-24X1/2 H PAN USS 10-24X1/2 H USS ZN 12-24X11/4 H USS ZN 12-24X11/2 H USS ZN 12-24X3/4 H USS ZN 12-24X3/4 H USS ZN 12-24X3/4 H PAR USS 10-24X3/4 H PAR USS 10-24X3/4 H PAR US 11-224X3/4 PH_PAN HD. 14-20X1			Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	\$0.12 \$0.12 \$0.11 \$0.10 \$0.10 \$0.10 \$0.12 \$0.12 \$0.12 \$0.12 \$0.24 \$0.15 \$2.07 \$2.07
New Repair. Print List Set Markup Print Barcode Add To RO	00000000891 0013404222 003511011 003511012 003511012 00351121 003511211 003511212 003511212 003511212 003511214 0035114112 0035114112	`ANI MS F MS F MS P MS P MS P MS P MS MS I MS I	Storte Guil by WWASH PHELKZN8X7/8 H PAN USS 10-24X1 H PAN USS 10-24X14 H PAN USS 10-24X3/4 H PAN USS 10-24X3/4 H PAN USS 10-24X3/4 H USS ZN 12-24X11/4 H USS ZN 12-24X12 H USS ZN 12-24X3/4 H USS ZN 12-24X3/4 PH PAN US 10-24X3/4 PH PAN LD, 14-20X1 PH PAN HD, 14-20X1 PH PAN HD, 14-20X1 PH PAN HD, 14-20X1			Wurth USA Wurth USA	\$0.29 \$0.12 \$0.11 \$0.10 \$0.10 \$0.12 \$0.12 \$0.12 \$0.12 \$0.12 \$0.24 \$0.24 \$0.24 \$0.24 \$0.24 \$0.24 \$0.24 \$0.24 \$0.24 \$0.24 \$0.24 \$0.24 \$0.24 \$0.24 \$0.25
New Repair. Print List Set Markup Print Barcode Add To RO	0000000022 00351101 003511014 003511012 003511014 00351121 003511214 003511214 003511214 003511214 00351124 003511414 0035114112	"ANI MS F MS P MS P MS P MS P MS P MS I MS I MS I	Storte Guil by WWASH PHBLKZN8X7/8 H PAN USS 10-24X1 H PAN USS 10-24X14 H PAN USS 10-24X1/2 H PAN USS 10-24X3/4 H PAN USS 12-24X1 H USS XI 12-24X14 H USS ZN 12-24X14 H USS ZN 12-24X3/4 PH.PAN HD. 14-20X1			Wurth USA Wurth USA	\$0.29 \$0.12 \$0.11 \$0.10 \$0.10 \$0.10 \$0.12 \$0.12 \$0.12 \$0.24 \$0.15 \$2.07 \$2.07 \$2.07 \$3.31
New Repair. Print List Set Markup Print Barcode Add To RO	00000000222 00351101 003511011 003511012 003511012 003511211 003511211 003511212 003511214 003511214 003511234 0035114112 0035114112 003511412 003511412	"ANI MS F MS P MS P MS P MS P MS P MS I MS I MS I	Storte Gun DVWASASH PHBLKZN8X7/8 H PAN USS 10-24X1 H PAN USS 10-24X14 H PAN USS 10-24X1/2 H PAN USS 10-24X1/2 H PAN USS 12-24X1 H USS X12-24X1 H USS X12-24X1 H USS X12-24X14 H USS X12-24X174 H USS X12-24X174 H USS X12-24X174 H USS X112-24X374 PHPAN HD. 14-20X1 PHPAN HD. 14-20X3/4			Wurth USA Wurth USA	\$0.29 \$0.12 \$0.11 \$0.10 \$0.10 \$0.10 \$0.12 \$0.12 \$0.12 \$0.24 \$0.15 \$2.07 \$2.07 \$2.07 \$3.31 \$0.08

Type in a partial description (see example) and click on the SEARCH button. This will bring up all the Hex bolts and their part numbers that are in the database.

A Inventory							
New New	Part No.:		Desc. 1:				
Edit	OEM No.:		Desc. 2:				
Save	Cost:		Markup:		Location:		
	Calle		Linear Cines				
Delete	Sell.		Usage Size.		Barcode:		
🗢 Cancel	On Hand Qty.:		Min. Qty.:				
Q Search	On Order Qty.:		Max. Qty.:		Supplier:	All	
	Tavabla		Billable:		Active:		
Clear Results	Taxable.						
Clear Results X Close	Takabie. 🖵		+				
Clear Results X Close	Part Number OEM	Number	Description 1	Description 2	Location	Supplier	Cost
Clear Results X Close	Part Number OEM	Number	Description 1 HEAD BOLT SX12 SS	Description 2	Location	Supplier Wurth USA	Cost \$0.32
Clear Results X Close	Part Number 0EM 0091512 0091620	Number HEX	Description 1 HEAD BOLT SX12 SS HEAD BOLT 6X20 SS	Description 2	Location	Supplier Wurth USA Wurth USA	Cost \$0.32 \$0.50
Clear Results X Close Q New Supplier X New Repair.	Part Number OEM 0091512 0091630	Number HEX HEX HEX	Description 1 HEAD BOLT 5X12 SS HEAD BOLT 6X20 SS HEAD BOLT 6X30 SS	Description 2	Location	Supplier Wurth USA Wurth USA Wurth USA	Cost \$0.32 \$0.50 \$0.96
Clear Results X Close 2 New Supplier X New Repair. 3 Print List	Part Number OEM 0091512 0091620 0091630 0091640	Number HEX HEX HEX HEX	Description 1 HEAD BOLT 5X12 SS HEAD BOLT 6X20 SS HEAD BOLT 6X30 SS HEAD SS	Description 2	Location	Supplier Wurth USA Wurth USA Wurth USA Wurth USA	\$0.32 \$0.50 \$0.96 \$1.16
Clear Results X Close Rew Supplier New Repair. Print List Set Markup	Part Number OEM 0091512 0091520 0091530 0091530 0091540 00951045	Number HEX HEX HEX HEX USE	Description 1 HEAD BOLT 5X12 SS HEAD BOLT 6X20 SS HEAD BOLT 6X30 SS HEAD BOLT 6X30 SS HEAD BOLT 6X40 SS	Description 2	Location	Supplier Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	Cost \$0.32 \$0.50 \$0.96 \$1.16 \$0.00
Clear Results X Close Alway Supplier New Repair. Print List Set Markup	Part Number OEM 0091512 0091630 0091630 0091640 00951045 00951240	Number HEX HEX HEX USE HEX	Description 1 HEAD BOLT 5X12 SS HEAD BOLT 5X12 SS HEAD BOLT 5X30 SS HEAD BOLT 78X40 SS 00061045 HEX HD BOLT A2 M10x4 HD BOLT 78X40	Description 2	Location	Supplier Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	Cost \$0.32 \$0.50 \$0.96 \$1.16 \$0.00 \$0.84
X Close New Supplier New Repair. Print List Set Markup Print Barcode	Part Number OEM 0091512 0091520 0091620 0091630 00951040 00951045 00951260	Number HEX HEX HEX USE HEX HEX	Description 1 HEAD BOLT 5X12 SS HEAD BOLT 6X20 SS HEAD BOLT 6X30 SS HEAD BOLT 6X40 SS D00661454 HEX HD BOLT A2 M10X4 HD BOLT A2 M12X40 HD BOLT SA W12X40 PT	Description 2	Location	Supplier Warth USA Warth USA Warth USA Warth USA Warth USA Warth USA	Cost \$0.32 \$0.50 \$0.96 \$1.16 \$0.00 \$0.84 \$0.92
Clear Results X Close Alws Supplier New Repair. Print List Set Markup Print Barcode	Part Number OEM 0091512 009152 0091520 0091630 0091630 00951045 00951240 00951240 00951250 00953260	Number HEX HEX HEX USE HEX HEX	Description 1 HEAD BOLT 5X12 SS HEAD BOLT 5X12 SS HEAD BOLT 6X20 SS HEAD BOLT 6X40 SS 00061045 HEX HD BOLT A2 M10x4 HD BOLT 5S M12X60 PT HD BOLT SS M12X60 PT HD BOLT SS M12X10	Description 2	Location	Supplier Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	Cost \$0.32 \$0.50 \$0.96 \$1.16 \$0.00 \$0.84 \$0.92 \$0.18
X Close A New Supplier New Repair. Print List Set Markup Print Barcode	Part Number OEM 0091512 0091520 0091530 0091630 00951045 00951240 00951240 00951240 00951240 00951240	Number HEX HEX HEX HEX USE HEX HEX HEX	Description 1 HEAD BOLT 5X12 SS HEAD BOLT 5X12 SS HEAD BOLT 5X30 SS HEAD BOLT 78X40 SS D0061045 HEX HD BOLT A2 M10x4 HD BOLT 78X40 HD BOLT 75 M12X60 PT HD BOLT SS M12X60 HD BOLT SS M12K16	Description 2	Location	Supplier Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	Cost \$0.32 \$0.96 \$1.16 \$0.90 \$0.84 \$0.84 \$0.92 \$0.18 \$17.90
Clear Results X Close A New Supplier New Repair. → Print List → Set Markup A Print Barcode	Part Number OEM 0091512 009152 0091620 0091630 00951045 00951045 00951260 0095312 00954 16 999 00954 25 999	Number HEX HEX HEX HEX HEX HEX HEX	Description 1 HEAD BOLT 5X12 SS HEAD BOLT 6X20 SS HEAD BOLT 6X30 SS HEAD BOLT 6X40 SS HEAD BOLT 5X12 MIDx4 HD BOLT SS MI2X60 PT HD BOLT SS MI2X60 PT HD BOLT SS MIX10 HD BOLT SS MIX260	Description 2	Location	Supplier Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	Cost \$0.32 \$0.50 \$0.96 \$1.16 \$0.00 \$0.84 \$0.92 \$0.18 \$17.90 \$17.90
Clear Results X Close New Supplier New Repair. Print List Set Markup Print Barcode	Part Number OEM 0091512 0091512 0091520 0091630 0091630 00951045 00951240 00951260 00951250 0095416 00951260 0095510 00954 15 999 00955 10 999	Number HEX HEX HEX HEX HEX HEX HEX HEX	Description 1 HEAD BOLT 5X12 SS HEAD BOLT 5X12 SS HEAD BOLT 6X20 SS HEAD BOLT 6X40 SS 00361045 HEX HD BOLT A2 M10x4 HD BOLT 5X M2X0 PT HD BOLT SS M3X10 HD BOLT SS M4X16 HD BOLT SS M4X16 HD BOLT SS M4X10	Description 2	Location	Supplier Warth USA Warth USA Warth USA Warth USA Warth USA Warth USA Warth USA Warth USA	\$0.32 \$0.50 \$0.96 \$1.16 \$0.00 \$0.84 \$0.92 \$0.18 \$17.90 \$17.90 \$17.90
Clear Results X Close A New Supplier X New Repair. → Print List Set Markup X Print Barcode	Part Number OEM 0091512 009152 0091620 0091620 0091620 00951045 00951240 00951240 00951250 00951260 009551260 00955129 009551299 00955129 009551299 00955129 009551299 00955129	Number HEX HEX HEX USE HEX HEX HEX HEX HEX	DESCRIPTION 1 HEAD BOLT 5X12 SS HEAD BOLT 5X12 SS HEAD BOLT 5X30 SS HEAD BOLT 5X30 SS HEAD BOLT 5X40 SS D0061045 HEX HD BOLT 5X M10x4 HD BOLT SS M12X60 PT HD BOLT SS M12X60 PT HD BOLT SS M12X16 HD BOLT SS M12X16 HD BOLT SS M5X10 HD BOLT SS M5X10 HD BOLT SS M5X22	Description 2	Location	Supplier Warth USA Warth USA Warth USA Warth USA Warth USA Warth USA Warth USA Warth USA Warth USA Warth USA	Cost \$0.32 \$0.50 \$0.96 \$1.16 \$0.96 \$0.92 \$0.84 \$0.92 \$0.18 \$17.90 \$17.90 \$17.90 \$17.90
Clear Results X Close A New Supplier New Repair. Print List Set Markup Print Barcode Add To BO	PartNumber OEM 0091512 009152 009152 0091620 0091630 0095104 00951240 00951240 00951260 0095310 00954 16 999 009552 999 009552 999 0095523 0095525 163499 00955124	Number HEX HEX HEX USE HEX HEX HEX HEX HEX USE	Description 1 HEAD BOLT 5X12 SS HEAD BOLT 6X20 SS HEAD BOLT 6X30 SS HEAD BOLT 5X12 SS HEAD BOLT 5X12 SS HEAD BOLT 5X12 SS HEAD BOLT SX12 SS HEAD SS SX10 HO BOLT SX MX10	Description 2	Location	Supplier Warth USA Warth USA	Cost \$0.32 \$0.50 \$0.96 \$1.16 \$0.00 \$0.84 \$0.92 \$0.84 \$0.92 \$0.18 \$17.90 \$17.90 \$17.90 \$17.90
Clear Results Clear Results Close New Supplier New Repair. Print List Set Markup Print Barcode Add To RO	Part Number OEM 0091512 0091512 0091520 0091630 00951045 00951045 00951200 0095120 0095145 0095120 0095151 0095120 0095125 00999 0095515 10 999 0095522 009555163493 00951020 0095120	Number HEX HEX USE HEX HEX HEX HEX HEX USE	Description 1 HEAD BOLT 5X12 SS HEAD BOLT 5X12 SS HEAD BOLT 5X03 SS HEAD BOLT 7X03 SS HEAD BOLT 7X40 SS 00081045 HEX HD BOLT 7X 4W10x4 HD BOLT 7X 4W12x40 HD BOLT 7S M12x40 HD BOLT SS M12x40 HD BOLT SS M12x40 HD BOLT SS M42x5 HD BOLT SS M4X16 HD BOLT 7S SM4X16 HD BOLT SS M5X10 H	5	Location	Supplier Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	Cost \$0.32 \$0.50 \$0.96 \$1.16 \$0.00 \$0.84 \$17.90 \$17

Click on the part number you want and it will highlight the part. By holding down the Control key on your keyboard, you may select several items. By holding down the Shift key on your keyboard you may select a block of items. When you have finished selecting the item, click the ADD TO RO button.

Occasionally, you will need to edit a quantity or a part. To edit a part, open the repair order and click on the part number in the grid. This will highlight the part. Click on the Edit button in the lower left corner of the repair order.

🚗 Repair Orde	rs and Invoices						
New]	Repair Order No.:	5069 - 2004 Mini Cooper S 🔹 🤊	 Claim 	Number:			
Edit		□ Show Open And Closed RO's	Custor	mer Name:	Leslie Ross		
	Invoice No.:	All	 Insura 	nce Company:	State Farm		
Save	Description:	2004 Mini Cooper S	Closer	4.			
🗊 Delete	Description.		010360	<i>a</i> .			
🖕 Cancel							
New Custom.							5/14/04
🖅 Data Export	Part Number	Description	Quantity	Technic	ian Price	Total Price	Supplie
	003511212	MS PH USS ZN 12-24X1/2	1.00	- None -	\$0.48	\$0.48	Wurth USA
Print Barcode	0035112114	MS PH USS ZN 12-24X11/4	1.00	- None -	\$0.24	\$0.24	Wurth USA
🖪 Repair Order	00351121	MS PH PAN USS 12-24X1	1.00	- None -	\$0.24	\$0.24	Wurth USA
<u></u>	003511034	MS PH PAN USS 10-24X3/4	1.00	- None -	\$0.20	\$0.20	Wurth USA
📑 Print Invoices	003511012	MS PH PAN USS 10-24x1/2	1.00	- None -	\$0.20	\$0.20	Wurth USA
	0035114114	M/S PH.PAN HD. 14-20X1 1/4	1.00	- None -	\$4.13	\$4.13	Wurth USA
	0035114112	M/S PH.PAN HD. 14-20X1 172	1.00	- None -	\$4.13	\$4.13	Wurth USA
🔊 Add Repair	003511234	M/S PH.PAN HD. 14-20X1 MS PH USS ZN 12-24X3/4	1.00	- None -	\$0.29	\$0.29	Wurth USA
Browse Parts					Total Price:		
Add Part	Part Number:	003511012	Part De	escription:	MS PH PAN USS	10-24X1/2	
D Edit	Technician:	- None -	Supplie	er:	Wurth USA		
	Quantity:	1.00					
Save	8						
Save							

This will allow you to edit the technician or qty. You can also delete a part that doesn't belong on the repair order by clicking on the Delete Button on the lower left hand side of the screen. You can enter partial quantities of products in the Quantity area by simply entering .75 or .25.

To print a barcode for the Repair Order, click on the button PRINT BARCODE. Repair Order barcodes can be used to label incoming parts for cars and for the technician to scan.

14. Print Invoices

There are two ways to print invoices. The first is from the Main Screen. See Section 5. Main Screen/Toolbars. The second is from the Repair Order itself.

Once you have printed an invoice, you can not add additional parts to the Invoice. The SIS system will create another invoice for the new parts. SIS will print a separate invoice for each supplier.

If you click on PRINT INVOICES button from the repair order, you will print all the invoices that are assigned to this repair order. This allows reprinting of invoices. Each invoice assigned to the repair order will be given a different number.

15. Add Parts to a Close Repair Order

Once all the invoices are printed on a Repair Order, the repair order is "Closed" in the system. If you need to reactivate a Repair Order, there are two ways to achieve this.

Scan a part to the repair order. This will automatically reopen the repair order.

Click on the Heading ROs, Invoices, Purchasing, Tools

Click on REPAIR ORDERS AND INVOICES

Click on the box SHOW OPEN AND CLOSED RO's

(if, SIS 10					- 🗆 ×
File Master Data ROs, I	nvoices, Purchasing, Tool oices	s Statistics and Reports Help			c X
Repair Order	s and Invoices				
New New	Repair Order 1 - :	•	Claim Number:		
Edit		Show Open And Closed RO's	Customer Name:		
Save	Invoice No.:		Insurance Company:		
Delete	Description:		Closed:		
Cancel					
🔊 New Custom		-			
Ma Data Export	Part Number	Description	Quantity Technici:	an Price Total Price	Sunnlier
Print Barcode	T dit radiniser	Description	- reconnext		Gappirei
Repair Order					
Print Invoices					
_					
Add Repair.					
Browse Parts				Total Price:	\$0.00
Add Part	Part Number:	Nana	Part Description:		
Edit	Quantity:	- None -	Supplier.		
Save					
Delete	Price:		Total Price:		
Cancel					
🏘 Start 🛛 🚳 🧔 🙆	🕑 🛛 🖉 SIS - Microso	ft 🗐 SIS10 User Guid 🗐 Joe	e Castro - Mi SIS	10 🧷 🖉 😨 🗘	« 🏂 🗊 🚺 3:29 PM

Select from the pull down menu the repair order you wish to edit.

(i), SIS 10	nala Statistica and Danasta Usla		- 🗆 X
Repair Orders and Invoices	Jois Statistics and Reports Help		<u>د ک</u>
Repair Orders and Invoices			
New Repair Order No.: Edit Invoice No.: Delete Description: New Custom Invoice No.:	20001 - 20002 - 20003 - 2204 Mini Cooper 20004 - 2005 Altima 5069 - 2004 Mini Cooper S	Claim Number: Customer Name: Insurance Company: Closed:	
Data Export Part Number Print Barcode Repair Order Print Invoices Add Repair.	Description	Quantity Technician Price Total Price	Supplier
Add Part Part Number: Edit Cancel Price:	- None -	Total Price: Part Description: Supplier: Total Price:	\$0.00
🐮 Start 🛛 🖏 🥭 🖸 🚱 📀 🖉 🖉 SIS - Micro	soft 🗐 SIS10 User Guid 🗐 .	Joe Castro - Mi 🎼 SIS 10 🛛 🤌 😰 🕄 ኛ 🛛 📽	3:30 PM

Click the EDIT button and uncheck the CLOSED box on the repair order. Click on the SAVE button.

🚗 Repair Orde	ers and Invoices						-
New New	Repair Order No.:	5069	Claim	Number:	4		-
Edit		☑ Show Open And Closed RO's	 Custor	mer Name:	Leslie Ross		•
	Invoice No.:	All	Insura	nce Company:	State Farm		•
Jave	Description:	2004 Mini Cooper S	Closed	ł:			
📑 Delete							
d Cancel							
+ ouncer					-		
New Custom							5/14/04 3
Deta Evnart	Derthlumbe	Description	Quentitu	Tashnisi	ion Drice	Total Drise	Quantier
T Data Export	P 003511212	MS PH LISS 7N 12-24X1/2	1 00	- None -	\$0.48	\$0.48	Wurth USA
📑 Print Barcode	P 0035112114	MS PH USS ZN 12-24X11/4	1.00	- None -	\$0.24	\$0.24	Wurth USA
-	P 00351121	MS PH PAN USS 12-24X1	1.00	- None -	\$0.24	\$0.24	Wurth USA
📑 Repair Order	P 003511034	MS PH PAN USS 10-24X3/4	1.00	- None -	\$0.20	\$0.20	Wurth USA
A Drink Investore	P 003511012	MS PH PAN USS 10-24X1/2	1.00	- None -	\$0.20	\$0.20	Wurth USA
- Fint monces	P 0035114114	M/S PH.PAN HD. 14-20X1 1/4	1.00	- None -	\$4.13	\$4.13	Wurth USA
	P 0035114112	M/S PH.PAN HD. 14-20X1 1/2	1.00	- None -	\$4.13	\$4.13	Wurth USA
	P 00351141	M/S PH.PAN HD. 14-20X1	1.00	- None -	\$4.13	\$4.13	Wurth USA
Add Repair.	P 003511234	MS PH USS ZN 12-24X3/4	1.00	- None -	\$0.29	\$0.29	Wurth USA
Browse Parts	I.				Total Price:		
Add Part	Part Number:		Part De	scription:			
A Edit	Technician:	- None -	Supplie	ir:			
Save	Quantity:						
ी Delete							

16. Add New Items to Inventory

Some customers like to keep track of their inventory. Some even track shop supplies such as paper towels and sandpaper. To add a new item to inventory, click on MASTER DATA and click on INVENTORY.

BR Customers	'art Numbe	r OEM Number	Description 1	Description 2	Location	Supplier
M Suppliers	0089170031	2	TELESCOPIC GUN			Wurth USA
M Technicians	-222		`ANHD WWVASH PHBLKZN8X	7/8		Wurth USA
2 Poppir Groupe	11		MS PH PAN USS 10-24X1			Wurth USA
	1114		MS PH PAN USS 10-24 1/4			Wurth USA
an insurance Comp	anies 112		MS PH PAN USS 10-24X1/2			Wurth USA
	003511034		MS PH PAN USS 10-24X3/4			Wurth USA
	00351121		MS PH PAN USS 12-24X1			Wurth USA
	0035112114		MS PH USS ZN 12-24X11/4			Wurth USA
O Search	Prior 100	Next 100	1			
Search	# 1101100		1			
\$ Get Price	Quick Price Cher	:k				
	Part Number	Quantit	y: F	Price:	-	
		1	F	Retail Price:	2	
	Repair Orders ar	d Invoices				
D New	RO Number	Claim Number	Customer Name	Insurance Company	C	omment
*	20003		odolomoritanio	incarance company		ommont
Z Edit	20004	- N	one -			
(3 Distance)						
Print Invoices						
Print Invoices						
Print invoices						
Data Unioad						
🗃 Print Invoices						
🗃 Print Invoices						
🗃 Print Invoices						
🗃 Print Invoices	Parts Below Mini	mum Quantity:				
Print Invoices Data Upload Create POs	Parts Below Mini	mum Quantity:	Description 2	On Hand Quantiti	Minimum Quantity	Supplier
 Print invoices Data Upload Create POs 	Parts Below Mini Part Number 003511012 MS	mum Quantity: Description 1 : PH PAN USS 10-24X1/2	Description 2	On Hand Quantity	Minimum Quantity	Supplier Wurth USA
Print involces Data Upload	Parts Below Mini Part Number 003511012 MS 003512114 MS	mum Quantity: Description 1 PH PAN USS 10-24X11/2 PH USS Zh12-24X11/4	Description 2	On Hand Quantity 0.00 0.00	Minimum Quantity	Supplier Wurth USA Wurth USA
Print Invoices Data Upload Create POs	Parts Below Mini Part Number 003511012 MS 0035112114 MS	mum Quantity: Description 1 PH PAN USS 10-24X1/2 PH USS ZN 12-24X11/4	Description 2	On Hand Quantity 0.00 0.00	Minimum Quantity 3.00 4.00	Supplier Wurth USA Wurth USA
Print Invoices Data Upload Create POs	Parts Below Mini Part Number 003511012 MS 0035112114 MS	mum Quantity: Description 1 PH PAN USS 10-24X1/2 PH USS ZN 12-24X11/4	Description 2	On Hand Quantity 0.00 0.00	Minimum Quantity 3.00 4.00	Supplier Worth USA Worth USA
Print Invoices Data Upload Create POs	Parts Below Mini Part Number 00351102 MS 0035112114 MS	mum Quantity: Description 1 PH PAN USS 10-24X112 PH USS ZN 12-24X11/4	Description 2	On Hand Quantity 0.00 0.00	Minimum Quantity 3.00 4.00	Supplier Worth USA Worth USA

Click on the NEW button and fill out all the information. Be sure to choose a supplier. Click Save when complete,

A Inventory				-			
New New	Part No.:	11111	Desc. 1:	This is a New Part			
Edit	OEM No.:		Desc. 2:				
Save	Cost:	3.00	Markup:	100	Location:		
Delete	Sell:		Usage Size:	1	Barcode:		
Cancel	On Hand Qty.:	Þ	Min. Qty.:	3	_	7	
Q Search	On Order Qty.:		Max. Qty.:	4	Supplier:	This is non W	/URTH su
	Taxable:	Ľ	Billable:	Ľ	Active:	V	
X Close							
A New Supplier	Part Number	OEM Number	Description 1	Description	2 Location	Supplier	Co
A New Supplier	Part Number 0000000891	OEM Number TELE	Description 1 SCOPIC GUN	Description	2 Location	Supplier Wurth USA	Co \$17.90
A New Supplier	Part Number 000000000891 0013404222	OEM Number TELE	Description 1 SCOPIC GUN HD WWASH PHBLKZN8X7/8	Description	2 Location	Supplier Wurth USA Wurth USA	<u>Co</u> \$17.90 \$0.29
New Supplier New Repair. Print List	Part Number 00000000891 0013404222 00351101	OEM Number TELE `ANI MS F	Description 1 ESCOPIC GUN HD WWWASH PHBLKZN8X7/8 HP PAN USS 10-24X1 NDRNUSS 10-24X1	Description	2 Location	Supplier Wurth USA Wurth USA Wurth USA	Co \$17.90 \$0.29 \$0.12
 ▲ New Supplier ★ New Repair. ✓ Print List 	Part Number 00000000891 0013404222 00351101 0035110114 0035110114	OEM Number TELE `ANI MS F MS F	Description 1 SCOPIC GUN HD WWWASH PHBLKZN8X7/8 HPAN USS 10-24X1 HPAN USS 10-24 1/4 PAN USS 10-24 2	Description	2 Location	Supplier Wurth USA Wurth USA Wurth USA Wurth USA	Co \$17.90 \$0.29 \$0.12 \$0.11 \$0.10
New Supplier New Repair. Print List Set Markup	Part Number 00000000891 0013404222 00351101 0035110114 003511012 003511034	OEM Number TELE 'ANI MS F MS F MS F	Description 1 SCOPIC GUN ID WWASH PHBLKZN8X7/8 IM PAN USS 10-24X1 IM PAN USS 10-24 1/4 IM PAN USS 10-24 1/4 IM PAN USS 10-24 1/2 IM PAN USS 10-24/3/2 IM PAN USS 10-24/3/2	Description	2 Location	Supplier Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	Co \$17.90 \$0.29 \$0.12 \$0.11 \$0.10 \$0.10
New Supplier New Repair. Print List Set Markup	Part Number 00000000891 0013404222 00351101 003511014 003511014 003511034 00351124	OEM Number TELE `ANI MS F MS F MS F MS F	Description 1 SCOPIC GUN 10 WWASH PHBLKZN8X7/8 14 PAN USS 10-24X1 14 PAN USS 10-24 1/4 14 PAN USS 10-24X1/2 14 PAN USS 10-24X1/2 15 PAN USS 10-24X1/2 16 PAN USS 10-24X1/2 17 PAN USS 10-24X1	Description	2 Location	Supplier Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	Co \$17.90 \$0.29 \$0.12 \$0.11 \$0.10 \$0.10 \$0.10
New Supplier New Repair. Print List Set Markup Print Barcode	Part Number 000000000851 0013404222 003511011 0035110114 0035110112 003511014 003511211 0035112114	OEM Number TELE 'AN' MS F MS F MS F MS F MS F MS F	Description 1 SCOPIC GUN 1D WWASH PHBLKZN8X7/8 2H PAN USS 10-24X11 2H PAN USS 10-24 1/4 2H PAN USS 10-24X1/2 2H PAN USS 10-24X3/4 2H PAN USS 10-24X3/4 2H PAN USS 12-24X11 2H USS 7N 12-24X11 2H USS	Description	2 Location	Supplier Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	Co \$17.90 \$0.29 \$0.12 \$0.11 \$0.10 \$0.10 \$0.10 \$0.12 \$0.12
New Supplier New Repair. Print List Set Markup Print Barcode	Part Number 00000000891 0013404222 003511011 003511014 003511012 003511034 003511211 003511212	OEM Number TELE 'AN MS F MS F MS F MS F MS F MS F MS F	Description 1 SCOPIC GUN The WWASH PHBLKZN8X78 TH PAN USS 10-24X1 TH PAN USS 10-24X12 TH PAN USS 10-24X12 TH PAN USS 10-24X14 TH PAN USS 10-24X14 TH USS ZN 12-24X114 TH USS ZN 12-24X17	Description	2 Location	Supplier Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	Co \$17.90 \$0.29 \$0.12 \$0.11 \$0.10 \$0.10 \$0.12 \$0.12 \$0.12 \$0.24
New Supplier New Repair New Repair Set Markup Print Barcode	Part Number 00000000891 0013404222 003511011 0035110114 003511012 003511012 003511211 0035112114 0035112114 003511212	OEM Number TELE 'ANI MS F MS F MS F MS F MS F MS F	Description 1 SCOPIC GUN ID WWASH PHBLKZN8X7/8 IM PAN USS 10-24X1 IM PAN USS 10-24X12 IM PAN USS 10-24X12 IM PAN USS 10-24X3/4 IM PAN USS 12-24X12 IM PAN USS ZN 12-24X11/4 IM USS ZN 12-24X12 IM US	Description	2 Location	Supplier Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	\$0.29 \$0.12 \$0.11 \$0.10 \$0.10 \$0.10 \$0.12 \$0.12 \$0.12 \$0.12 \$0.12 \$0.24
New Supplier New Repair. Print List Set Markup Print Barcode	Part Number 00000000891 0013404222 003511011 0035110114 003511012 003511034 00351121 0035112114 003511212 003511234 00351141	OEM Number TELE 'ANI MS F MS F MS F MS F MS F MS F MS F MS F	Description 1 SCOPIC GUN 4D WWASH PHBLKZN8X7/8 4H PAN USS 10-24X1 4H PAN USS 10-24X12 4H PAN USS 10-24X12 4H PAN USS 10-24X3/4 4H PAN USS 12-24X11 4H USS ZN 12-24X172 4H USS ZN 12-24X172 4H USS ZN 12-24X3/4 4H USS ZN 12-24X3/4 4H PAN US	Description	2 Location	Supplier Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	Co \$17.90 \$0.29 \$0.12 \$0.11 \$0.10 \$0.10 \$0.10 \$0.12 \$0.12 \$0.12 \$0.24 \$0.15 \$2.07
New Supplier New Repair. Print List Set Markup Print Barcode	Part Number 00000000891 0013404222 003511011 003511012 003511012 00351121 003511212 003511212 003511212 003511214 003511214 0035114112	OEM Number TELE 'AN MS F MS F MS F MS F MS F MS F MS F MS MS F MS MS MS F MS MS MS MS MS MS MS MS	Description 1 ISCOPIC GUN 10 WWASH PHBLK2N8X7/8 IM PAN USS 10-24X1 IM PAN USS 10-24X1 IM PAN USS 10-24X14 IM PAN USS 10-24X3/4 IM PAN USS 12-24X11 IM USS X112-24X11 IM USS X112-24X14 IM USS X112-24X14 IM USS X112-24X3/4 PH PAN HD. 14-20X112 IM PAN US2 X112 IM PAN US2 X112 IM US2 X12 IM	Description	2 Location	Supplier Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	Co \$17.90 \$0.29 \$0.12 \$0.11 \$0.10 \$0.10 \$0.12 \$0.12 \$0.12 \$0.24 \$0.24 \$0.24 \$0.24 \$0.24 \$0.24
New Supplier New Repair. Print List Set Markup Print Barcode	Part Number 00000000891 0013404222 003511011 003511014 003511014 003511034 003511214 003511214 003511214 003511234 003511234 0035114110	OEM Number TELE 'AN MS F MS F MS F MS F MS F MS MS MS MS MS MS	Description 1 SCOPIC GUN HD WWASH PHBLKZN8X7/8 HPAN USS 10-24X1 HPAN USS 10-24X1 HPAN USS 10-24X1/2 HPAN USS 10-24X1/2 HPAN USS 2N 12-24X1 HUSS ZN 12-24X1/2 HUSS ZN 12-24X1/2 HUSS ZN 12-24X1/2 HUSS ZN 12-24X1/2 HPAN HD. 14-20X1 HPAN HD. 14-20X1 HD. 14-2	Description	2 Location	Supplier Wurth USA Wurth USA	Co \$17.90 \$0.29 \$0.12 \$0.11 \$0.10 \$0.10 \$0.12 \$0.12 \$0.12 \$0.24 \$0.12 \$0.24 \$0.12 \$0.24 \$0.10 \$2.07 \$2.07
New Supplier New Repair New Repair Set Markup Print Barcode	Part Number 00000000851 0013404222 003511011 0035110114 003511012 003511034 003511211 0035112114 003511212 003511234 003511411 0035114112	OEM Number TELE 'ANI MS F MS F MS F MS F MS F MS F MS MS MS MS MS MS	Description 1 SCOPIC GUN 4D WWASH PHBLKZN8X7/8 4H PAN USS 10-24X1 4H PAN USS 10-24X12 4H PAN USS 10-24X12 4H PAN USS 10-24X3/4 4H PAN USS 12-24X12 4H USS ZN 12-24X14 4H USS ZN 12-24X14 4H USS ZN 12-24X14 4H USS ZN 12-24X14 4H PAN HD, 14-20X1 PH PAN HD, 14-20X1 PH PAN HD, 14-20X1 1/4 PH PAN HD, 14-20X1	Description	2 Location	Supplier Wurth USA Wurth USA	Co \$17.90 \$0.29 \$0.12 \$0.11 \$0.10 \$0.10 \$0.10 \$0.12 \$0.12 \$0.24 \$0.15 \$2.07 \$2.07 \$2.07 \$3.31

17. Create Barcodes for Inventory.

Click on a part in the grid. By using the Control key on the keyboard or the Shift key on the keyboard, you can either select a few or a block of items.

A Inventory						-
New	Part No.:	Desc. 1:				
Edit	OEM No.:	Desc. 2:				
Save	Cost:	Markup:		Location:		
T Delete	Sell:	Usage Size:		Barcode:		
Cancel	On Hand Qty.:	Min. Qty.:				
Q Search	On Order Qty.:	Max. Qty.:		Supplier:	All	
	Taxable:	Billable:		Active:		
V AL						
A Close					7	
A Close	Part Number OEM Numb	er Description 1	Description 2	Location	Supplier	Cost
A Close	Part Number OEM Numb	er Description 1 TELESCOPIC GUN	Description 2	Location	Supplier Wurth USA	Cost \$17.90
A Close A New Supplier Wew Repair	Part Number OEM Numb 00000000891 0013404222	er Description 1 TELESCOPIC GUN "ANHD WWASH PHBLKZN8X7/8 MC BH BANUSS 10, 2421	Description 2	Location	Supplier Wurth USA Wurth USA	Cost \$17.90 \$0.29
∧ Close QNew Supplier ≫New Repair Print List	Part Number OEM Numb 000000000891 0013404222 00351101	er Description 1 TELESCOPIC GUN 'ANHD WWASH PHBLKZN8X7/8 MS PH PAN USS 10-24X1 MS PH PAN USS 10-24X1	Description 2	Location	Supplier Wurth USA Wurth USA Wurth USA	Cost \$17.90 \$0.29 \$0.12
A Uose A New Supplier Wew Repair. A Print List	Part Number OEM Numb 00000000081 0013404222 00351101 0035110114 0035110114	er Description 1 TELESCOPIC GUN "ANHD WWWASH PHBLKZN8X7/8 MS PH PAN USS 10-24X1 MS PH PAN USS 10-24 1/4 MS PH PAN USS 10 24 1/4	Description 2	Location	Supplier Wurth USA Wurth USA Wurth USA Wurth USA	Cost \$17.90 \$0.29 \$0.12 \$0.11 \$0.10
A Close A New Supplier ≫New Repair. Print List Set Markup	Part Number OEM Numb 00000000891 0013404222 00351101 003511014 003511012 003511034	er Description 1 TELESCOPIC GUN 'ANND WWASH PHELKZN8X7/8 MS PH PAN USS 10-24X1 MS PH PAN USS 10-241/4 MS PH PAN USS 10-24X1/2 MS PH PAN USS 10-24X1/2	Description 2	Location	Supplier Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	Cost \$17.90 \$0.29 \$0.12 \$0.11 \$0.10 \$0.10
A Close A New Supplier ≫ New Repair → Print List → Set Markup	Part Number OEM Numb 000000000891 0013404222 00351101 0035110114 003511012 003511034 003511034	er Description 1 TELESCOPIC GUN 'ANHD WWASH PHBLKZN8X7/8 MS PH PAN USS 10-24X1 MS PH PAN USS 10-24X1/2 MS PH PAN USS 10-24X1/2 MS PH PAN USS 10-24X3/4 MS PH PAN USS 10-24X3/4	Description 2	Location	Supplier Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	Cost \$17.90 \$0.29 \$0.12 \$0.11 \$0.10 \$0.10 \$0.10 \$0.10
A Close A New Supplier ≫New Repair A Print List A Set Markup A Print Barcode	Part Number OEM Numb 000000000891 0013404222 00351101 003511014 003511012 003511034 003511211 0035112114	Description 1 TELESCOPIC GUN `ANHD WWASH PHBLKZN8X7/8 MS PH PAN USS 10-24X1 MS PH PAN USS 10-24X1 MS PH PAN USS 10-24X1/2 MS PH PAN USS 10-24X1/2 MS PH PAN USS 10-24X1/4 MS PH PAN USS 10-24X1/4 MS PH PAN USS 10-24X1/4	Description 2	Location	Supplier Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	Cost \$17.90 \$0.29 \$0.12 \$0.11 \$0.10 \$0.10 \$0.10 \$0.12 \$0.12
A Close A New Supplier New Repair Print List Set Markup A Print Barcode	Part Number OEM Numb 000000000891 0013404222 00351101 00351101 003511014 003511012 003511034 00351121 003511214 003511214	Description 1 TELESCOPIC GUN 'ANHD WWASH PHBLKZN8X7/8 MS PH PAN USS 10-24X1 MS PH PAN USS 10-24X1 MS PH PAN USS 10-24X12 MS PH PAN USS 10-24X1/2 MS PH PAN USS 10-24X1/4 MS PH PAN USS 2N 12-24X11/4 MS PH USS ZN 12-24X12	Description 2		Supplier Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	Cost \$17.90 \$0.29 \$0.12 \$0.11 \$0.10 \$0.10 \$0.10 \$0.12 \$0.12 \$0.12 \$0.24
 ∧ Close ▲ New Supplier ◆ New Repair ④ Print List ④ Set Markup ▲ Print Barcode 	Part Number OEM Numb 000000000001 0013404222 003511011 003511014 003511012 003511034 003511211 003511214 003511212 003511234	er Description 1 TELESCOPIC GUN *ANHD WWASH PHBLKZN8X7/8 MS PH PAN USS 10-24X1 MS PH PAN USS 10-24X1/4 MS PH PAN USS 10-24X1/2 MS PH PAN USS 10-24X3/4 MS PH PAN USS 12-24X1/4 MS PH USS ZN 12-24X1/2 MS PH USS ZN 12-24X3/4	Description 2		Supplier Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	Cost \$17.90 \$0.29 \$0.12 \$0.11 \$0.10 \$0.10 \$0.10 \$0.12 \$0.12 \$0.12 \$0.24 \$0.15
A Close A New Supplier ≫New Repair Print List Set Markup A Print Barcode	Part Number OEM Numb 00000000091 0013404222 00351101 00351101 0035110114 003511012 003511012 003511014 00351121 00351121 00351121 00351121 00351121 00351121 00351121 00351121 00351121 00351121 003511234 00351141	er Description 1 TELESCOPIC GUN `ANHD VWWASH PHBLKZN8X7/8 MS PH PAN USS 10-24X1 MS PH PAN USS 10-24 1/4 MS PH PAN USS 10-24X1/2 MS PH PAN USS 10-24X3/4 MS PH PAN USS 12-24X1 MS PH USS ZN 12-24X1/2 MS PH USS ZN 12-24X1/2 MS PH USS ZN 12-24X1/2 MS PH PAN HD 14-24X1	Description 2	Location	Supplier Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA Wurth USA	Cost \$17.90 \$0.29 \$0.12 \$0.11 \$0.10 \$0.10 \$0.10 \$0.12 \$0.12 \$0.12 \$0.24 \$0.24 \$0.15 \$2.07
A Close A New Supplier New Repair Print List Set Markup A Print Barcode	Part Number OEM Numb 000000000891 0013404222 00351101 0035110114 003511012 003511014 00351121 003511211 003511212 003511214 003511214 003511214 003511414 003511214 003511414	er Description 1 TELESCOPIC GUN 'ANND WWASH PHELKZN8X7/8 MS PH PAN USS 10-24X1 MS PH PAN USS 10-24X14 MS PH PAN USS 10-24X14 MS PH PAN USS 10-24X344 MS PH PAN USS 12-24X1 MS PH USS ZN 12-24X14 MS PH USS ZN 12-24X1/2 MS PH PAN HD, 14-20X1 MS	Description 2		Supplier Wurth USA Wurth USA	Cost \$17.90 \$0.29 \$0.12 \$0.11 \$0.10 \$0.10 \$0.12 \$0.12 \$0.12 \$0.12 \$0.24 \$0.15 \$2.07
A Close A New Supplier New Repair Print List Set Markup A Print Barcode	Part Number OEM Numb 000000000091 0013404222 00351101 00351101 003511012 003511012 003511014 00351121 003511214 003511214 003511214 003511214 003511214 003511212 003511214 003511414 0035114112 0035114114	Description 1 TELESCOPIC GUN `ANHD WWASH PHBLKZN8X7/8 MS PH PAN USS 10-24X1 MS PH PAN USS 10-24X1 MS PH PAN USS 10-24X1/2 MS PH PAN USS 11-24X1/2 MS PH PAN USS XN 12-24X1/4 MS PH USS ZN 12-24X1/2 MS PH PAN HD 14-20X1 MS PH-PAN HD, 14-20X1	Description 2		Supplier Wurth USA Wurth USA	Cost \$17.90 \$0.29 \$0.12 \$0.11 \$0.10 \$0.10 \$0.10 \$0.12 \$0.12 \$0.12 \$0.12 \$0.24 \$0.15 \$2.07 \$2.07
A Close A New Supplier New Repair A Print List A Set Markup A Print Barcode	Part Number OEM Numb 000000000000000000000000000000000000	er Description 1 TELESCOPIC GUN `ANHD WWASH PHBLKZN8X7/8 MS PH PAN USS 10-24X1 MS PH PAN USS 10-24X1/2 MS PH PAN USS 10-24X1/2 MS PH PAN USS 10-24X3/4 MS PH PAN USS 12-24X3/4 MS PH USS ZN 12-24X3/4 MS PH USS ZN 12-24X3/4 MS PH PAN HD, 14-20X1 MS PH PAN HD, 14-20X1 1/2 MS PH PAN HD, 14-20X1 1/4 MS PH PAN HD, 14-20X1 1/4	Description 2		Supplier Wurth USA Wurth USA	Cost \$17.90 \$0.29 \$0.12 \$0.10 \$0.10 \$0.10 \$0.10 \$0.12 \$0.24 \$0.15 \$2.07 \$2.07 \$3.31

Click on the PRINT BARCODE button. This will add these items to the Barcode Collector to be printed on Avery 5160 for Laser labels or 8160 for Inkjet labels.

18. Purchase Orders

Purchase Orders can be issued from the SIS software for any Inventory Item. This feature allows you to receive inventory using the scanner as well as manually creating and receiving purchase orders.

To create a Purchase Order using the Scanner:

- Display Reads "1. Repair Order" Use the White Down Arrow Button till Display Reads "2. Purchase Orders". Hit Red Enter Button
- Display Reads "PO Number" Enter PO Number. Hit Red Enter Button
- Display Reads "Part" Scan Part
- Enter Qty Hit Red Enter Button
- Continue to scan until completed
- Hit Blue Function (Func) button and then the Star (*) Key to reset the scanner.

To create a Receive Goods using the Scanner:

- Display Reads "1. Repair Order" Use the White Down Arrow Button till Display Reads "3. Receiving". Hit Red Enter Button
- Display Reads "PO Number" Enter PO Number. Hit Red Enter Button
- Display Reads "Part" Scan Part
- Enter Qty Hit Red Enter Button
- Continue to scan until completed
- Hit Blue Function (Func) button and then the Star (*) Key to reset the scanner.

19. Create Purchase Orders Manually

Click on the Heading ROs, Invoices, Purchasing, Tools then click on Purchase Orders

SIS 10						_	
File Master Data ROs, I	nvoices, Purchasing, Tools Stati	stics and Reports H	elp				
	Renair Orders and Invoices	*****					200000000
ne T 🚕 🛛	Jurchase Orders and Receiving	OEM Number	Department 1	Departmention 3	Losation	Cumplion	
			ELESCORIC GUN	Description 2	Location	J Supplier	
			ANHD MAMAGED DHRI 1/7N9Y7/9			Volumb USA	88
	00351101		ANNE VWWASTERDERZNOAT/O			Vointh USA	10.00
	0035110114	lv N	45 PH PAN USS 10-2441			Volumb LISA	
	0035110114	NY NY	45 PH PAN USS 10-24 174			Volumb LISA	
	003511032	iv N	45 PH PAN USS 10-24X172			Vointh USA	
	00251101	NY NY	45 PH PAN USS 10-24X3/4			Venth USA	
	00351121	iv N				Marth USA	
	0035112114	IV	15 PH 055 ZIN 12-24X1174			Wurth USA	•
🔍 Search	💴 Prior 100 🛛 🛄	Next 100					
\$ Get Price	Quick Price Check						
	Part Number	Quantity:	Pric	ce:	-		
		1	Ret	ail Price:	-		
	Repair Orders and Invoices						
New	RO Number Claim	Number C	ustomer Name	Insurance Company	Cr	mment	
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A Print Invoices							
A Data Unload							
E Data Opidad							
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	Parts Below Minimum Quan	tity:					
u≡ Create POs	Part Number D	escription 1	Description 2	On Hand Quantity	Minimum Quantity	Sunnlier	
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SIS 10	waisan Purchasing Task	e Statistics and Departs Hole			
Purchase Orders and F	Receiving	s statistics and Reports Help			۲.
Rurchase Ord	ers and Receiving				WURTH
New Edit Save Delete ⊄ Cancel	PO No.:	10001 □Show Open And Closed RO's			Ť
X Close					5/19/04 3:38 P
Browse Parts				External Cost:	\$0
Add Part	Part Number: Part Description:		External Cost Total Received Qua		
	Order Quantity:		Received Quantity:		
			Tiphay - Microsoft Outlook		

Click on NEW. Give the PO a number or use the one already assigned and click SAVE

Begin adding parts by either clicking on ADD PART, if you already know the part numbers, or by clicking on BROWSE PARTS, if you only have a partial number or name.

Filo Ma	10 ester Data ROs	Invoices Durchasing Too	s Statistics and Bonorts Holn	<u>_0×</u>
Purc	chase Orders and	d Receiving		۴ ک
R	Purchase Or	rders and Receiving		
Ð	New	PO No.:	10001 💌	
	Edit		Show Open And Closed RO's	
	Save			
Ì	Delete			
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X	Close		×	5/19/04 3:38 PM
A	Print	Part Number	Add Part	Extended Cost
			want to add.	
🔬 Bri	owse Parts		External Cost:	\$0.00
J.	Add Part	Part Number:	External Cost	
D E	dit Order.	Part Description:	Total Received Qua	
Ed	lit Receiving			
	Save	Order Quantity:	Received Quantity:	
Î	Delete			
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The ADD PART button will bring up a pop up screen. Add your part number and Click OK.

When you are done adding parts, Click on SAVE and PRINT if you wish to have a copy.

🚺 Pri	nt Preview					×				_	
Print	100%					▼ Close					
Γ	WORTH	Pure	hase Order	THE ASS	SEMBLY PROFESSIONALS					-	
	PO Number: PO Date: Supplier: Part Number	10001 May 19, 2004 Wurth USA 1488 E.Cedar Street Ontario, CA 91761 USA Description	Order	Received	d Extended Cost					5/19/04 3:40	PM
	007238214 003511034 002511224	USS HEX BT 3/8X2 1/4 GRD5 MS PH PAN USS 10-24X3/4 MS PH USS 7N 12 24X3/4	1.00	0.00	\$0.99 \$0.20						
	003511212 0035112114 00351121	MIS FH USS ZN 12-247(72 MIS FH USS ZN 12-247(74 MIS FH PAN USS 12-247(7 MIS FH PAN USS 12-247(7	1.00 1.00 1.00	0.00 0.00 0.00 Total:	90.49 90.49 90.24 90.24 \$2.44		<u>r Quantity</u>	Total Re 0.00 0.00 0.00 0.00 0.00 0.00	ceived Quantity	Extended Cos \$0.99 \$0.20 \$0.29 \$0.48 \$0.24 \$0.24 \$0.24	t i2.44
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et a			Mirro III cr	E 10		ov - Microsoft Out	ook		2 1 1 1 2		10.014
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20. Receive Items to a Purchase Order.

Choose a PO# in the drop down menu

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File Master Data ROs,	Invoices, Purchasing, Tool	s Statistics and Reports Help				-r v
Purchase Orders and	ders and Receiving					
8-8 Turchase of						
New New	PO No.:	10004				
Z Edit		10001 - Wurn USA 10002				
Save		10003				
🗊 Delete		10004				
🗢 Cancel						
X Close						5/19/04 3:52 PM
Print 🔄	Part Number	Description	Order Q	uantity	Total Received Quantity	Extended Cost
🚽 Browse Parts					External Cost:	\$0.00
🔬 Add Part	Part Number:		External Cost			
Edit Order	Part Description:		Total Received Qua			
Edit Receiving						
Save	Order Quantity:		Received Quantity:			
Delete						
🗢 Cancel						
🗗 Start 🛛 🕅 🚳 🗖 🔞	SIS 10 User Guide	- Micro	Dinbox - Microsoft Outlook	1	/ P =	≪ 🔊 3:52 PM

Click EDIT and click on a Part Number in the Grid. Click the Button Edit Receiving and enter in quantity' and click SAVE. When all items are received, the PO is considered Closed.

	a Receiving					
Reference Purchase Or	ders and Receiving					
New New	PO No.:	10001				
Edit		□ Show Open And Closed RO's				
Save						
<u>च</u> Delete						
🗢 Cancel						
						5/19/04 3
A Close						0/10/04/0
🖂 Print	Part Number	Description		Order Quantity	Total Received Quantity	Extended
	007238214	USS HEX BT 3/8X2 1/4 GRD5	1.00		0.00	\$0.99
	003511034	MS PH PAN USS 10-24X3/4	1.00		0.00	\$0.20
	003511234	MS PH USS ZN 12-24X3/4	1.00		0.00	\$0.29
	003511212	MS PH USS ZN 12-24X1/2	1.00		0.00	\$0.48
	0035112114	MS PH USS ZN 12-24X11/4	1.00		0.00	\$0.24
	00351121	MS PH PAN USS 12-24X1	1.00		0.00	\$0.24
Browse Parts					External Cost:	
Add Part	Part Number:	00351121	External Cost	\$0.24		
Edit Order	Part Description:	MS PH PAN USS 12-24X1	Total Received	Qua 0.00		
Edit Receiving						_
Save	Order Quantity:	1.00	Received Quant	tity: 0.00]
Curo						
				the second se		

21. Tools

SIS 10 allows shops to track their tools. This feature is useful if a particular tool seems to disappear or is an expensive piece of equipment and needs to be kept well maintained.

To get to the Tool Menu, click on the Heading ROs, Invoices, Purchasing, Tools and click on Tool Tracking.

s 👔	IS 10									
File	Master Data	ROs, Im	voices, Purchasing, Tools St	atistics and Reports	Help					
1000000		🗢 Re	epair Orders and Invoices	400000000000000000000000000000000000000						0000000000
	Welcome T	e Pi	urchase Orders and Receiving	OEM Number	Description 1		Description 2	Location	Supplier	
		0- T	ool Tracking		TELESCOPIC GUN		Description 2	Location	Wurth USA	_
	1 1	<i>i</i> 23 H	10113404222		ANHD WWWASH PHBLK7N8	X7/8			WurthLISA	333
			00351101		MS PH PAN USS 10-24X1				Wurth USA	
			0035110114		MS PH PAN USS 10-24 1/4				Wurth USA	
			003511012		MS PH PAN USS 10-24X1/2				Wurth USA	
	/ /=	-	003511034		MS PH PAN USS 10-24X3/4				Wurth USA	
			00351121		MS PH PAN USS 12-24X1				Wurth USA	
			0035112114		MS PH USS ZN 12-24X11/4				Wurth USA	-
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9	Search		🚆 Prior 100 🔄 🖳	Next 100						
¢	Got Price		Out-In Deine, Charalt							
- 4	Gerrice		Part Number	Quantity:		Price:				
				1		Detail Da		-		
						Retail Pri	ice:	-		
			Repair Orders and Invoice	95						
- Đ	New		RO Number Clai	m Number	Customer Name	Ins	surance Company	C	omment	
	Eait									
- 2	Print Invoice:	s								
t-	Data Upload	4)								
										_
-			Parts Below Minimum Qu	antity:						
*	Create POs		Part Number	Description 1	Description 2	2	On Hand Quantity	Minimum Quantity	Supplier	
	11.00.00	_		11			1			
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Click the NEW button and begin entering your information. You can enter in the location of the tool and the comment section gives you another place to enter any information that is important about the tool.

🛵 Tools					
New 🖌	Tool No.:	40002	Status:	available	
Edit	Name:	Seam Seal Sprayer	Technician:		
Save	Location:	Parts Room First Shelf			
Delete	Comment:				
Delete					
Cancel					
X Close					
Check Out	Tool No.	Name	Location	Status	Technici
Officer Out	40001	DBS Gun	Parts Room Third Shelf	available	
 Print List Usage By Tool Usage By T 					

You can check out a tool simply by clicking on the tool you select from the grid and click on the button CHECK OUT. To check in a tool, click on the tool from the grid and click on RETURN TOOL. Be sure to choose the shop technician when checking in and out tools.

Reports can be run from the TOOLS menu. You can print a list of your tools, a history of the tools usage and a history of tools by technician. This can be useful in deciding what tools need to be purchased or replaced.

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22. Statistics and Reports

From this menu, lists of Open Purchase Order, Open Repair Orders, Below Minimum Quantity reports, and Technician Reports can be printed.

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File Master Data ROs, In	woices, Purchasin <mark>,</mark> Tools	Statistics and Re	ports Help					
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By Selecting Open Purchase Order, Open Repair Orders, Below Minimum Quantity reports, these reports will automatically send a report to the printer without a Print Preview.

The Technician Report gives you options to print by ALL Techs or Individual Techs and it gives you the option to choose which time frame you would like to review.

	×		×
Technician Report Filter		Technician Report	Filter
Technician No.:	- All - - All - - None - 301 This is a tech 302 Joe	Technician No.:	- All - ▼ □ Last Month ☑ All □ By Date
	✓ OK X Cancel		V OK X Cancel

The Technician Report will give you all the Repair Order numbers and each line item the tech has scanned or entered in the given time frame. The report will also show the Gross Profit Dollars and Gross Profit percentage that this technician has generated.

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23. Customer Help Desk on the Internet





The password the customer help desk is SISR10. This will allow the customer to post questions regarding the SIS 10 Software. The SIS Team constantly monitors this site.

24. Trouble Shooting

- 1. Scanner Errors
 - a. Screen popped up with tech#, barcode, quantity and RO. Why?
 - b. Scanner said "Communication error" Possible reasons are:
 - Part not found. Check the inventory to see if the part is in the system.
 If not in inventory add the part. Then manually add the part back to the RO.
 - ii. Check barcode Is it old? If so replace it. Create a new Barcode using the SIS 10 software and Avery Labels.
 - iii. Check technician Is tech set up in the software? If not, add the tech. TECHS MUST BE SET UP FIRST BEFORE USING THE SOFTWARE
- 2. Out of range
 - a. Try scanning again closer to cradle
- 3. The update didn't work
 - a. Is the computer connected to the Internet?
 - b. Is the software registered? If not, go to File Register. See the Installation Instructions available from WURTHSIS.COM or as part of the User Guide.
 - c. Is the client number correct and all fields filled in? Call 800-864-6561 for help with registration or updating the software.
- 4. There is an RO in the list on the main screen that doesn't correspond to a RO number in the shop
 - a. Did the shop tech enter wrong number? If so, follow these steps:
 - i. Print out RO (not invoices)
 - ii. Delete RO
 - iii. Find out which parts belong to which RO
 - iv. Add parts to correct RO