

18.2 Multi-Store Enhancements

Introduction

[Levels](#), [Purchase Orders](#), and [Reorder Form/Report](#) have been overhauled for improved multi-store support. It is now possible to manage styles by company (all stores) or per store. Purchase Orders can also now be designated for specific stores. This document outlines the changes; see the Help (F1) documentation for more information on using these features together.

Levels

The **Levels** feature now displays in an interactive grid and will break down stock levels by store.

Vendor	Style #	Store	Min	Max	# In Stock	On Order	Avg Days On Hand	MR Received	# Sold	Avg Days To Sale	MR Sold	# SPO	Retail	Cost	# Other	Do Not Reorder	Discontinued	Description	
OA	AN07:33	Totals	10	20	4	1	812	11/23/2016	47	72	1/23/2017	5	\$999.00	\$468.38	0	<input type="checkbox"/>	<input type="checkbox"/>	0.33ct tdw 14kg Diamond Anniversary Ring w/ [1]	
		HQ	0	0	0	0			0			0	0	0	0	<input type="checkbox"/>	<input type="checkbox"/>		
		Transfer	1	5	10	4	1	812	11/23/2016	17	98	8/13/2016	1	\$999.00	\$468.38	0	<input type="checkbox"/>	<input type="checkbox"/>	
		2	5	10	0	0		11/23/2016	30	56	1/23/2017	4	\$999.00	\$465.71	0	<input type="checkbox"/>	<input type="checkbox"/>		
		3	0	0	0	0			0			0	0	0	0	<input type="checkbox"/>	<input type="checkbox"/>		
OA	AN07:50	All	4	4	4	0	924	2/1/2017	23	102	12/14/2016	8	\$1,349.00	\$537.30	0	<input type="checkbox"/>	<input type="checkbox"/>	0.50ct tdw 14kg Diamond Anniversary Band w/ [1]	
OA	AN07:75	All	2	2	4	0	1081	2/1/2017	10	353	1/28/2017	2	\$1,849.00	\$756.69	0	<input type="checkbox"/>	<input type="checkbox"/>	0.75ct tdw 14kg Diamond Anniversary Ring Se	

Styles are condensed to one line showing all stores combined. Use the button to show breakdown by store.

The button will only appear on lines where there are items currently in stock. It can be used to transfer these items to other stores.

Use the button in the top right to unlock the **Min** and **Max** levels fields. Style levels can be set at the company level or individually for each store.

Vendor	Style #	Store	Min	Max	# In Stock	On Order
OA	AN07:50	Totals	10	20	4	0
		HQ	<input type="text" value="0"/>	<input type="text" value="0"/>	0	0
		Transfer	<input type="text" value="1"/>	<input type="text" value="5"/>	10	4
		2	<input type="text" value="5"/>	<input type="text" value="10"/>	0	0
		3	<input type="text" value="0"/>	<input type="text" value="0"/>	0	0

Vendor	Style #	Store	Min	Max	# In Stock	On Order
OA	AN07:50	Totals	<input type="text" value="10"/>	<input type="text" value="20"/>	4	0
		HQ	<input type="text" value="0"/>	<input type="text" value="0"/>	0	0
		Transfer	<input type="text" value="1"/>	<input type="text" value="5"/>	10	4
		2	<input type="text" value="5"/>	<input type="text" value="10"/>	0	0
		3	<input type="text" value="0"/>	<input type="text" value="0"/>	0	0

The button will toggle between and when clicked to let you choose between setting levels for the whole company or by store for this style.

After setting levels, make sure you click the button in the top right to save your changes.

The **Store** drop-down at the top of the window lets you filter by store. **Note that only styles that have individual levels set will display. Styles managed by company will not display.**

Purchase Orders

Purchase Orders now include drop-downs allowing you to select the store. On the top right of the PO form you can choose which store the PO is for as well as which store to ship the order to. While available, it is not necessary to specify a store. POs without a store designation will be marked "Unassigned."

The screenshot shows the 'Purchase Order Add' window. At the top, there are fields for Vendor (AB Vendor), PO #, Ship Via, ETA (11/12/2018), and Note. On the right side, there are two dropdown menus: 'PO Store' and 'Ship To Store', both of which are highlighted with a red rectangular box. Below these fields is a table with columns: Source, Store, Qty, Vendor Style, Style Note, Status, ETA, Description, Category, and Cost.

Each PO line item can also be assigned to a store.

This screenshot shows the same 'Purchase Order Add' form, but with the 'PO Store' and 'Ship To Store' dropdowns set to 'HQ'. Below the header fields is a table with two line items. The 'Store' dropdown for each item is highlighted with a red box. The first item is '0.26 CT IDEAL CUT DIAMOND, SI2 CLARITY AND H COLOR' with a quantity of 1 and a cost of \$251.00. The second item is '27TDW PRINCESS DIAMOND STUD EARRINGS WITH AND 00 VS2-SI1 CLARITY AND G-I COLOR' with a quantity of 1 and a cost of \$279.00.

When using **Rcv Invoice**, the items will automatically allocate to the store they were assigned on the PO.

The screenshot shows the 'Rcv Invoice' window for Vendor 'AB Vendor'. It includes fields for Invoice #, Date Received (11/5/2018), and 'Allocate to this Store'. Below these are two line items. The 'Allocations: Store #1(1)' and 'Allocations: Store #2(1)' dropdowns are highlighted with a red box. The first item is '0.26 CT IDEAL CUT DIAMOND, SI2 CLARITY AND H COLOR' with a cost of \$251.00. The second item is '27TDW PRINCESS DIAMOND STUD EARRINGS WITH AND 00 VS2-SI1 CLARITY AND G-I COLOR' with a cost of \$279.00.

The **Find Orders** and **Ordered Items** filters have also been updated to allow you to search by store.

The screenshot shows the 'Purchase Order Find' dialog box. It has fields for PO Number, Vendor, Date Ordered, and ETA. Under 'Purchase Order Status', there are checkboxes for Entered, Ordered, Partially Filled, Filled, and Canceled. A 'Store' dropdown menu is highlighted with a red box. There are 'Presets...', 'OK', and 'Cancel' buttons at the bottom.

The screenshot shows the 'Find Items on Order' dialog box. It has fields for PO #, Vendors, and Categories. Under 'Status', there are checkboxes for Queued Items, Entered Items, On Order, and Canceled. Under 'Item Type', there are checkboxes for Special Orders and Stock. A 'Store' dropdown menu is highlighted with a red box. There are 'Presets...', 'OK', and 'Cancel' buttons at the bottom.

Reorder Form/Report

The **Reorder Form** and **Reorder Report** now have the option to be run by company (all stores) or by store.

Reorder Form by Company

Reorder Form																		Check All Suggested	Check None
Checked	Vendor	Style	Suggested	# Ordering	Reason	In Stock	Avg Days On Hand	Queued	On Order	# Sold This Year	# Sold	Fast Sellers	SPO	MR Cost	MR Sold Price	Avg Days To Sell	Min	Max	
<input type="checkbox"/>	AB	ABC-101A	6	6	Fast. < Min	4	37	0	0	1	1	1	0	\$150.00	\$350.00	21	6	10	14k Gold Wedding Ban
<input type="checkbox"/>	AB	DEF-109x	6	2	Fast. < Min	2	26	0	0	2	2	2	0	\$500.00	\$1,250.00	16	3	6	Lady's White 24 Karat F

Reorder Form by Store

Reorder Form																		Check All Suggested	Check None	
Checked	Vendor	Style	Store	Suggested	# Ordering	Reason	In Stock	Avg Days On Hand	Queued	On Order	# Sold This Year	# Sold	Fast Sellers	SPO	MR Cost	MR Sold Price	Avg Days To Sell	Min	Max	
<input checked="" type="checkbox"/>	AB	ABC-101A	All	6	6	Fast. < Min	4	37	0	0	1	1	1	0	\$150.00	\$350.00	21	6	10	14k Gold Wed
<input type="checkbox"/>	AB	ABC-101A		0	0		0	0	0	0	0	0	0	0	\$0.00	\$0.00				
<input type="checkbox"/>	AB	ABC-101A	1	3	3	Fast. < Min	1	101	0	0	1	1	1	0	\$150.00	\$350.00	21	2	4	14k Gold
<input type="checkbox"/>	AB	ABC-101A	2	3	3	< Min	3	16	0	0	0	0	0	0	\$150.00	\$0.00		4	6	14k Gold
<input type="checkbox"/>	AB	ABC-101A	3	0	0		0	0	0	0	0	0	0	0	\$0.00	\$0.00				
<input checked="" type="checkbox"/>	AB	DEF-109x	All	6	2	Fast. < Min	2	26	0	0	2	2	2	0	\$500.00	\$1,250.00	16	3	6	Lady's White
<input type="checkbox"/>	AB	DEF-109x		0	0		0	0	0	0	0	0	0	0	\$0.00	\$0.00				
<input type="checkbox"/>	AB	DEF-109x	1	0	0		2	26	0	0	0	0	0	0	\$500.00	\$0.00				Lady's Wh
<input type="checkbox"/>	AB	DEF-109x	2	2	2	Fast	0	0	0	2	2	2	2	0	\$500.00	\$1,250.00	16			Lady's Wh
<input type="checkbox"/>	AB	DEF-109x	3	0	0		0	0	0	0	0	0	0	0	\$0.00	\$0.00				

Reorder Report by Company

	Suggest	Reason	In Stock	Avg Days On Hand	In Process	Sold Yr	# Sold	Fast	SPO	Margin	MR Cost	MR Sold Price	Avg Days To	Min	Max
Vendor 'AB' - Alpha Beta															
Category 110															
	ABC-101A					14k Gold Wedding Band									
	6	Fast. < Min	4	37	0	1	1	1	0	57.14	150	350	21	6	10
	DEF-109x					Lady's White 24 Karat Full Anniversary Wedding Band Size6									
	6	Fast. < Min	2	26	0	2	2	2	0	60.00	500	1250	16	3	6
Category Total ...															
	12		6	33	0	3	3	3	0	59.65			18		
Vendor Total ...															
	12		6	33	0	3	3	3	0	59.65			18		
Grand Total ...															
	12		6	33	0	3	3	3	0	59.65			18		

Reorder Report by Store

	Store	Suggest	Reason	In Stock	Avg Days On Hand	In Process	Sold Yr	# Sold	Fast	SPO	Margin	MR Cost	MR Sold Price	Avg Days To	Min	Max
Vendor 'AB' - Alpha Beta																
Category 110																
	ABC-101A						14k Gold Wedding Band									
	Total	6	Fast. < Min	4	37	0	1	1	1	0	57.14	150	350	21	6	10
	HQ	0		0	0	0	0	0	0	0	0	0	0			
	1	3	Fast. < Min	1	101	0	1	1	1	0	57.14	150	350	21	2	4
	2	3	< Min	3	16	0	0	0	0	0		150	0	4	6	
	3	0		0	0	0	0	0	0	0	0	0	0			
	DEF-109x						Lady's White 24 Karat Full Anniversary Wedding Band Size6									
	All	6	Fast. < Min	2	26	0	2	2	2	0	60.00	500	1250	16	3	6
	HQ	0		0	0	0	0	0	0	0	0	0	0			
	1	0		2	26	0	0	0	0	0		500	0			
	2	2	Fast	0	0	0	2	2	2	0	60.00	500	1250	16		
	3	0		0	0	0	0	0	0	0	0	0	0			
Category Total ...																
	12			6	17	0	3	3	3	0	0.00			9		
Vendor Total ...																
	12			6	17	0	3	3	3	0	0.00			9		
Grand Total ...																
	12			6	17	0	3	3	3	0	0.00			9		

More Information

For instructions on using these new features in a multi-store environment see:

[Multi-Store Levels](#)

[Multi-Store Reorder](#)

[Multi-Store Purchase Orders](#)