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2.2 Print Menu

3. MAIN MENU

STOREFREIGHT

4. Stock Control

4.2 Stock In

Stock in is based on 2 screens, firstly the general details about the owner of the goods, then the second screen where the details of the goods are entered.

4.3 Stock Out

As with the rest of the system, booking out a new job is staro

Be aware many additional buttons and fields can be applied to the screen on the

4.4 Stock Adjustments

4.8 Stock Enquiry

4.9 Export Jobs

4.9.1 Export to RoadFreight

This screen will displayo Q EMC /P 51 3270g71 0 0 1 227.adiwilgcl(T)11(h)16(it)18

6. Addresses

The address database stores all addthe known client,suppliers & delivery point addresses. New addresses can be added using

8. Invoiing

There are 4 financial functions, a basic invoice, a credit note, an auto invoice, and the transfer of data to any accounting package that will accept an electronic Sales or Purchase file.

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8.1 Invoice

8.4 Accounts File Transfer

This screen creates a .CSV file that can be imported in the format required by

9. Search

11. Parent Company

This part of the system allows the User to change the basic details about their company. The details, held on this screen reflects though-out the system, the most obvious manifestations being on the printed reports. Changing address or phone details on this screen will change the header on most of the documents.

Much more can be written but we hope the guide co(t)18ers the main points and allow you to start to takt ad(t)18antage of the functionality we can pro(t)18ide.