

Print and Apply User Guide

1. Ask Distribution Team to create a separate batch for print & apply orders.
2. Go to Wholesale Batch Mgt to generate pick list. Make sure **Pick by Routing Sheet** is checked.

	Routing No.	Ship To	Cartons	Weight(LB)	Cube	Adjusted Percent(%)	Adjusted Cube	Actual Ship Date
<input type="checkbox"/>	R201805241149311	6030A	17	84.27	17.09	7.00	18.29	05/28/2018
<input type="checkbox"/>	R201805241149335	7034A	62	363.40	79.62	7.00	85.19	05/28/2018
<input type="checkbox"/>	R201805241149336	7034A	2	9.70	0.72	7.00	0.77	05/28/2018
<input type="checkbox"/>	R201805241149347	7034R	9	116.64	18.45	7.00	19.74	05/28/2018
<input type="checkbox"/>	R201805241149348	7035A	202	1472.13	305.99	7.00	327.41	05/28/2018
<input type="checkbox"/>	R2018052411493510	7035R	18	233.28	36.90	7.00	39.48	05/28/2018

Note:

- Only allow to select a maximum of 10 routing sheets/POs to generate the pick list
- Make sure all other pick list group has been finished print & apply, Group status=Completed

3. Click Print & Apply button on Wholesale Batch Mgt page.

Notes	Batch No.	Customer	Customer PO No.	E&E SO No.	Order Cnt.	Batch Status	Routing Status	Pick List Creation Status	Stock Status
<input checked="" type="checkbox"/>	B20180523081141	WALMART	1004203586, 1404196011, 1954196252, 2104384273, 3156897885 ...	4650501, 4650514, 4650530, 4650531, 4650536 ...	10	PL Created	Routed	Partial	

4. Assign lane to each Routing Sheet/PO.

Customer PO No.: Customer: Item No.:
 Lane: Loc: Ship To:
 Feed: Batch No.: B20180523081141 Routing No.:
 Group Status: Group ID: Carton ID:

Items:33 Page number:1/1 Paginal:100 items

Group ID	Lane Assignment					No.
<input checked="" type="checkbox"/> 204704	Assign					
<input type="checkbox"/> 204704	Lane Status: Open					
<input type="checkbox"/> 204704						
<input type="checkbox"/> 204705	<input type="checkbox"/>	SV2	02	2	Lane 2	0
<input type="checkbox"/> 204705	<input type="checkbox"/>	SV2	06	6	Lane 6	0
<input type="checkbox"/> 204705						
<input type="checkbox"/> 204705						
<input type="checkbox"/> 204705						
<input type="checkbox"/> 204705						

Note:

- Lane assignment is on routing sheet/PO level, each Routing sheet/PO can only assign one lane
- The Lane Status option is Open/Assigned and will default to Open. Assigned means the lane has already be assigned to pick list group that has not been completed.

Lane Assignment

Assign

Lane Status:

	Loc	Door	Lane	
<input type="checkbox"/>	SV2	02	2	Lane 2
<input type="checkbox"/>	SV2	06	6	Lane 6

5. Click **Feed** to feed the data.

Customer PO No.: Customer: Item No.:
 Lane: Loc: Ship To:
 Feed: Batch No.: B20180523081141 Routing No.:
 Group Status: Group ID: Carton ID:

Items:33 Page number:1/1 Paginal:100 items

Group ID	Group Status	Feed	Routing No.	Customer	Loc
<input type="checkbox"/> 204704	Picking	No	R201805241149311	WALMART	SV2 60
<input type="checkbox"/> 204704	Picking	No	R201805241149335	WALMART	SV2 70
<input type="checkbox"/> 204704	Picking	No	R201805241149348	WALMART	SV2 70

Note: it must be finished at least 20 minutes before physical picking, so EEC service can has enough time to feed the data to conveyor system.

6. Click Complete to delete the divert failed cartons.

Customer PO No.:	<input type="text"/>	Customer:	<input type="text" value=""/>	Item No.:	
Lane:	<input type="text"/>	Loc:	<input type="text" value=""/>	Ship To:	
Feed:	<input type="text" value=""/>	Batch No.:	<input type="text" value="B20180523081141"/>	Routing No.:	
Group Status:	<input type="text" value=""/>	Group ID:	<input type="text" value=""/>	Carton ID:	
<input type="button" value="Lane"/> <input type="button" value="Feed"/> <input type="button" value="Complete"/> <input type="button" value="History"/>					

Items: 33 Page number: 1/1 Pagina: 100 items

<input type="checkbox"/>	Group ID	Group Status	Feed	Routing No.	Customer	Loc
<input type="checkbox"/>	204704	Picking	No	R201805241149311	WALMART	SV2
<input type="checkbox"/>	204704	Picking	No	R201805241149335	WALMART	SV2
<input type="checkbox"/>	204704	Picking	No	R201805241149348	WALMART	SV2

Note: This must be done before you start the next wave of orders, otherwise, the label will mess up.