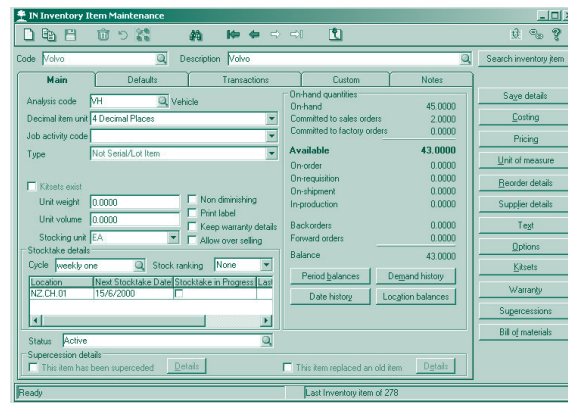


Inventory

Greentree[®]
BUSINESS-BUILDING SOLUTIONS

"very, very, responsive!"

Providing excellent customer service while maintaining minimum inventory levels and accurate costing information has never been easier. With Greentree's Inventory module, effectively managing the wealth of information about your inventory is simplified with flexible and extensive analysis tools, both on-screen and report based. Combine this with the accuracy of inventory costing and flexible pricing structures and you have all the information needed for the management decisions required to gain maximum profitability and competitive advantage.



Key Benefits

Internet Enabled

Greentree is enabled for Internet deployment, out of the box, using its thin client technology. This allows remote offices or travelling executives to obtain secure access to the complete functionality of Greentree via an Internet Service Provider.

Inventory Management

Inventory items can be located by a wide variety of search criteria, including code, any word within the item description, barcode, alias and over 20 other criteria. This applies throughout the system, wherever inventory items are used, ensuring the correct inventory item can be found quickly and easily.

Inventory items may belong to an unlimited number of analysis groups or categories that provide for user defined structures for inventory pricing, reporting and management analysis. Inventory categories are also used to define common information such as the General Ledger posting accounts for pricing and discount structures. This saves time by eliminating the need to maintain these details at an individual inventory item level (although you can also maintain details at an individual item level if you need to).

Inventory items may also be referred to and accessed by an unlimited number of alias codes or barcodes, allowing your staff to refer to items using a suppliers or customers part number or other meaningful codes. This saves time during data entry by allowing staff to use whichever codes they are most familiar with.

Easy Access to Accurate Information

Your customer service and warehouse management staff need quick access to key information in order to respond to queries or evaluate trends more effectively. Greentree combines this information into a comprehensive enquiry facility and provides a range of filtering tools to assist in locating the required details. Individual transactions may be “drilled down on” to view source documents, quickly and effectively.

The on-screen enquiry facility also shows inventory movements, outstanding orders, cost and selling prices, valuation details, outstanding sales and purchase orders as well as history. Sales history, which is retained for each inventory location and at a summary level, is on a quantity basis for the past 13 periods. This ensures that trends and seasonal fluctuations are easily highlighted.

Multiple Price Books

Greentree’s base Inventory system allows up to six selling price books to be defined against each inventory item. In addition, each price book may have combinations of pricing by unit of measure, location, analysis code, currency, date ranges, and quantity breaks, or items can simply be priced at cost plus markup. A default price book (such as wholesale, trade or retail) is assigned to each of your customers and is automatically used during data entry. The advanced pricing module provides many more options.

Multiple Inventory Locations

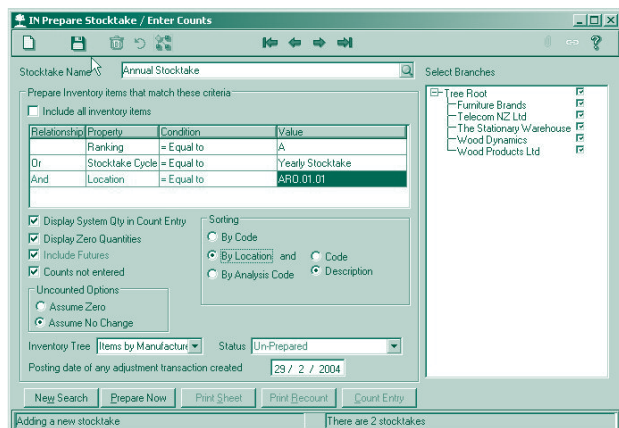
An unlimited number of inventory locations may be defined that reflect the way each of your warehouses, branches or other locations are managed. Your warehouses may be grouped by geographic location or branch for reporting purposes and within each warehouse inventory may be tracked in multiple locations, down to a bin level if required. This information is easily available for use in Sales Order Entry as items are sold, or via enquiry screens. Selling and cost prices may also be defined for each location, or held at the inventory item level for all warehouses.

The Power of User Defined Trees and Fields

Greentree’s powerful tree structures allow you to define an unlimited number of inventory item groupings for analysis and reporting purposes. Each inventory item may be assigned to a particular “branch” in each tree, which can be used to help to view and analyse your inventory usage and sales trends more effectively. These same tree structures can be used to create special pricing rules using Advanced Pricing. In addition, an unlimited number of user defined fields may be defined for inventory items, allowing you to capture and report on specific information that is relevant to your company or industry. Examples of use for this can include, recording a hotlink URL to reference the supplier’s website details for a particular item.

Streamlined Stocktaking

Regular stocktakes are an essential check that ensures items unaccounted for are identified and processed promptly. Greentree provides the tools to enable you to easily define the frequency and controls required for stocktake cycles in each of your locations. This helps minimise the potential for inventory errors by ensuring each item is checked on a regular basis that is appropriate to its value and turnover.



Flexible Inventory Adjustments

Every distribution business is different and the types of inventory adjustments you require may be specific to your organisation. Greentree provides user defined transaction types that allow you to define what adjustments are allowed, how these impact your inventory levels, as well as which accounts in the General Ledger should be updated. Adjustment transactions that may be defined could include: Goods Returned, Warranty Claims, Damaged Inventory, Wastage Recovered, Quarantine Movements, Inter-warehouse Transfers, etc.

Managing Non-Saleable Items

Not all inventory items defined in your system may be available for sale and it is important that controls are in place to ensure these are not accidentally ordered or sold. Greentree provides the facility for a range of user defined “status codes” to be created, and automatically applies a set of rules about how each is to be managed. This allows you to effectively manage inventory that has been superseded, is being held but not available for sale, or are perhaps supplier’s inventory code details for reference purposes (i.e. the items are not being purchased or sold).

User-Defined Text

A range of text “messages” may be defined against each inventory item, which could subsequently be used on forms or reports in your organisation. These messages may include safety or technical instructions, and could be used on picking slips, order confirmations, invoices, or other forms you may use.

Multiple Costing Methods

Three costing methods are available: standard cost, last cost and average cost. Your preferred costing method is defined centrally and automatically implemented across the system. Cost prices, selling prices and quantities may optionally be tracked with up to four decimal places. Cost and selling prices may also be maintained and tracked centrally or separately for each inventory location.

Managing Suppliers

Any number of suppliers can be recorded against each inventory item. Information relating to supplier cost prices (in their currency if the Foreign Currency module is used), the quoted lead time, and their own inventory code may also be recorded. A preferred supplier can be nominated for each inventory item, allowing the automatic creation of inventory re-orders into the Purchase Orders module. This can use either forecasting formulae or more simple minimum and maximum inventory levels, on a per location basis. Purchase quantity break pricing and pricing by effective date can be recorded against each inventory item, ensuring that you are getting the best buy price from your suppliers.

Multiple Units of Measure

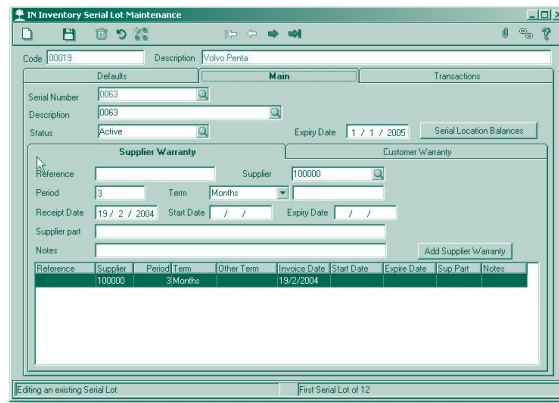
Multiple units of measure (such as pallets, boxes, outers, kilograms, metres etc) may be defined against each inventory item, including the conversion rate from one unit to another. Items may be purchased, transferred, or sold in any unit of measure and Greentree will take care of the conversions for you. Each unit of measure may also have a selling price defined, per stocking location, allowing volume prices to automatically apply if a customer purchases a larger quantity.

Kitsets

The Kitset function is designed to allow the assembly of a “parent” inventory item from multiple components at the time of sale, or to pre-assemble parent items into inventory for future sale. The feature is generally used to support businesses where products may require some element of customisation to suit customer needs, such as where the “parent” item can be made up of multiple components which are inter-changeable.

Serial and Lot Tracking

Greentree's serial and lot (batch) tracking functions provide you with greater accuracy in managing your inventory, with easy tracing options available to track down individual items. Serial or lot tracking may be implemented for just the items that require allocation. Expiry date management is provided to ensure that perishable items that have passed their "use by date" are not able to be sold. The availability of individual items may also be tracked via a status code such as "damaged", "in service", "on loan", "available", etc.



Related Modules

Foreign Currency

If the Foreign Currency module is being used, international price lists can be created and maintained in the currencies of your customers. Alternatively, overseas prices can be calculated during order or invoice entry, based on domestic prices and current exchange rates.

Import Costing

Greentree's Import Costing module allows additional costs such as freight, insurance, or customs duty to be added to a "shipment", which may include items from multiple purchase orders. Duty can be defined as a percentage, dollar value, or combination of both. Minimum and maximum values per item can also be specified. Individual inventory items or inventory group codes can then be assigned the appropriate class of duty. When receipting, these costs are then automatically apportioned by weight, volume or value across each of the inventory items in a shipment to calculate an accurate landed cost for each item. Additional costs may be from a number of different suppliers on different invoices and even in different currencies (if the foreign currency module is in use). This powerful facility provides an easy method of managing shipments from overseas suppliers, or shipments from local suppliers that may include full or partial supply of multiple purchase orders.

Advanced Pricing

With unlimited price books (the base system only allows up to six), and the ability to define special prices or discounts for a combination of customer, inventory item, inventory item group, customer group, and price book, almost any special pricing arrangement can be catered for. In addition, prices can be made effective for only a specified date range and include quantity breaks that will automatically be detected and implemented by the system during data entry. If multiple discount or price structures exist, the system can either locate the "best price" for the customer or work through a user-defined hierarchy to locate the appropriate price to apply.

Inventory Transaction Analysis

This module extends the powerful capability provided by the General Ledger Transaction Analysis module to allow inventory items to be categorised by transaction analysis trees and for these to be captured during data entry for inventory transactions within Accounts Receivable and Accounts Payable invoices, Purchase Orders, Purchase Order receipts, and Purchase Order shipments.

Supercessions

The Supercession module has been designed to complement the standard Greentree Inventory functionality by allowing for the management of inventory where an existing item is replaced by one or multiple new items. User defined supercession rules determine the optional automatic transfer of inventory item static information, outstanding purchase or sales orders, as well as transaction history from the superceded item to its replacement.

Advanced Reordering

The Advanced Reordering module has been designed to provide a sophisticated way of forecasting future inventory requirements based on historical sales, purchase order cycle-time and delivery lead-time information, using either linear regression or cyclical curve fitting statistical methods. Trend lines are established for expected future sales, with the system moving forward from the current inventory holding, subtracting expected sales and adding expected deliveries accordingly. The period that inventory requirements are predicted for begins at the planned delivery time for the current purchase order (if any exists) to the expected delivery time for the following order. In this manner, predicted “stock out” situations can be avoided as can “over-stocking”.

Manufacturing

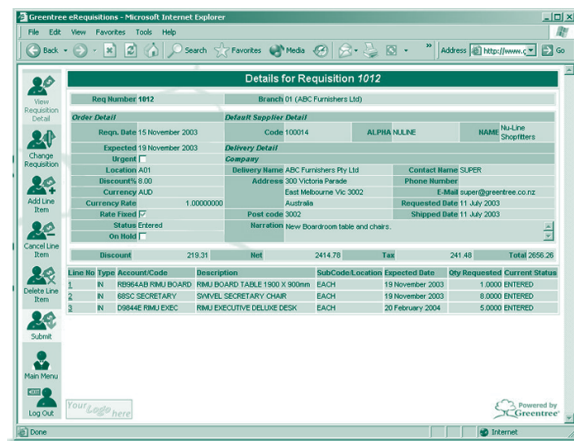
Greentree’s Manufacturing Suite is designed to allow you to easily and accurately manage the assembly of products for “make to order” and “make to inventory” manufacturing requirements. This ensures that you know exactly what materials are required, at what cost, and ensures responsive customer delivery at appropriate pricing and profit margins. At any time, you can measure specific costs associated with materials allowing you to manage costs more effectively and identify new product opportunities faster. Production route plans allow you to define estimated lead times to advise customers in advance on expected delivery dates.

Requisitions

Greentree’s Requisitions module enables staff to enter purchase requests as requisitions. These requisitions can then be reviewed by your purchasing officer for approval and consolidation before raising purchase orders on suppliers.

eRequisitions

eRequisitions allows organisations to roll-out the requisitions functionality to internal or external staff via browser across the Internet.



Analytics

This reporting module harnesses the power of the extensive sales analysis data captured within Greentree and provides a dynamic and flexible reporting structure for reporting sales by a variety of filters, groups, sort sequences and columns.

Catalogues and Sourcing

This module caters for the management of supplier inventory catalogues that can reside independently of your main Greentree Inventory system. In other words, avoid having to “hold” all a supplier’s parts within inventory, but have access to parts details. It can also be used for buying guides for office supplies and consumables, which lead to General Ledger purchase lines on purchase orders. Sourcing is designed to facilitate the decision making process of sourcing inventory and extends the requisitions

capability by introducing an intermediate step, where you can choose to either buy the item in, transfer it from another warehouse or use inventory in the current warehouse.

WebStore

The Greentree WebStore module allows you to publish your inventory to the web for customer self service enquiry and sales order entry and includes the following capabilities:

- User sensitive product details including customer specific pricing
- Configurable options to view inventory availability
- Online entry of sales orders with user specific support for back orders
- Sales order tracking with drill down to specific orders details
- Access to customer account balances with drill down to invoices and receipts
- Automatic packing slip printout with optional email confirmation back to your customer
- Automatic processing of electronically received XML based sales orders

Sales Orders

The Sales Order module automatically allocates inventory to orders as they are entered, and provides complete management of the picking, packing, and distribution process, allowing you a clear focus on customer service levels. Inventory is automatically allocated as orders are entered, and on-screen management of your customer credit and inventory backordering will ensure the potential for lost revenue is minimised.

Purchase Orders

The Purchase Order module will track your supplier commitments as they are made, ensuring optimum cash flow levels, and reducing the potential for disputes over supplier invoices. Prices and discounts that are quoted at the time of ordering can be automatically compared with supplier invoices and quantities received can be checked against ordered quantity.

Sales Order - Purchase Order Linking

This Greentree module provides the ability to link selected sales order lines to one or more purchase order lines (via the PO module). A purchase order can therefore be created within Sales Orders, and allocated to a specific sales order. This is to handle “Indent Orders” where inventory is purchased specifically for a customer order.

Data update from Microsoft Excel

Greentree allows you to create both masterfiles and transactions from within Microsoft Excel. User security is respected, giving a totally secure flow of data from Microsoft Excel to Greentree. This is commonly used to transfer inventory data from legacy systems as well as process supplier pricing and cost updates or inventory adjustments from Excel templates.

Reconciliations

The Inventory Reconciliations module is designed to reconcile and automatically match transactions between the General Ledger and Inventory modules and display any discrepancies, allowing any anomalies to be quickly identified and resolved.

Counter Sales

The Counter Sales module caters for those organisations that require the need to sell their inventory in a Retail or Trade Counter environment.

Workflow Designer

This module provides the ability to define user specific “Workflow desktops” which include Bookmarks, Favourites, and Global Attachments. Attachments can be of any document format, including Microsoft Word, Excel, or Adobe PDF and linked to any inventory item and recalled at any time. This could even include a scanned copy of the customer’s signed order, copies of safety instructions, engineering drawings or photographs.