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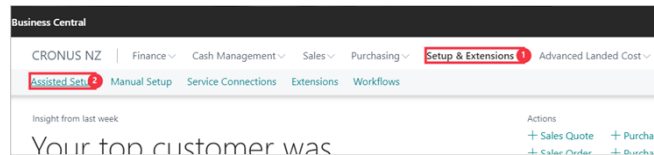
1. Setup

1.1. Landed Cost Setup

1.1.1.1.1. Setup Wizard

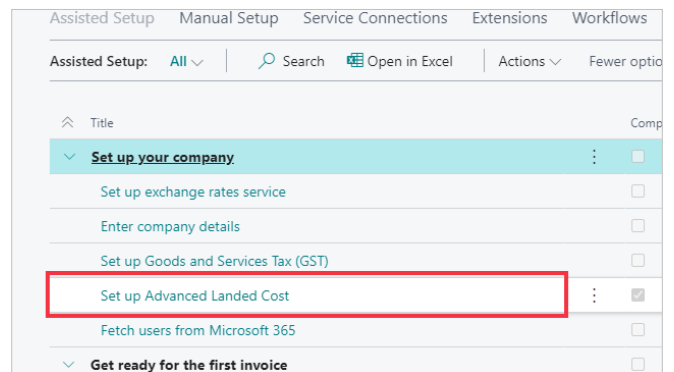
1.1.1.1.1.1. Open Setup Wizard

To set up Advanced Landed Cost, run through the Advanced Landed Cost Setup Wizard.



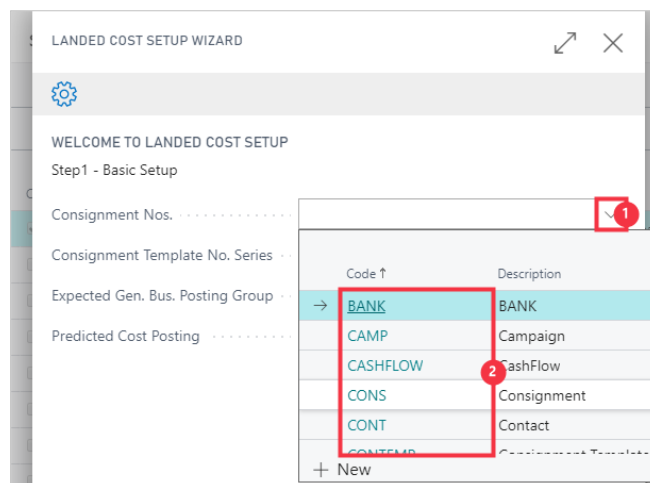
1. Click on the navigation menu item popup **Setup & Extensions**
2. Click on the navigation menu item **Assisted Setup**

Click on the cell **Title** with the value **Set up Advanced Landed Cost**

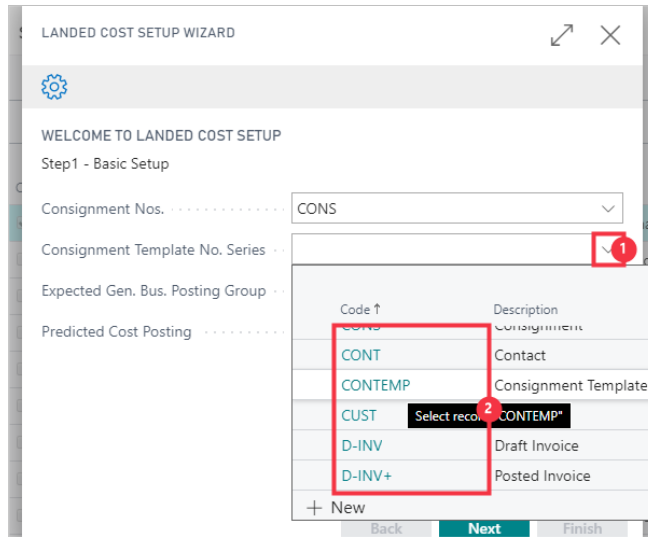


1.1.1.1.1.2. Basic Setup

The first step in the wizard is to set up the default Number Series (No. Series) codes to be used for your Consignments and Consignment Templates.

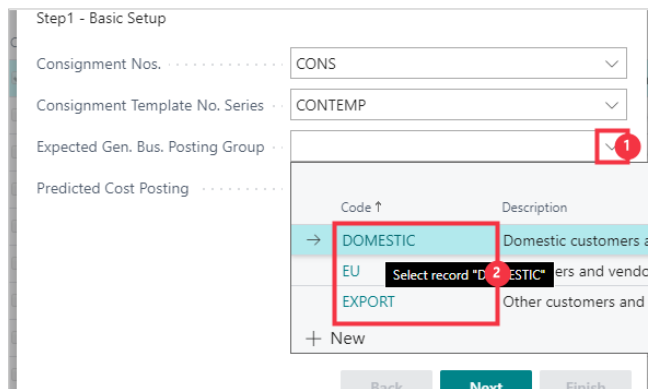


1. Click on the lookup button **Consignment Nos.**
2. Click on the link in the cell **Code** on the No. Series **Code** you wish to use. You can create a new **Code** at this step by clicking +New



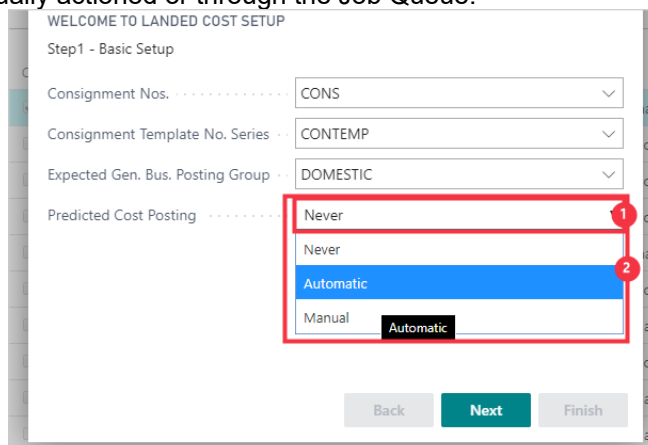
1. Click on the lookup button **Consignment Template No. Series**
2. Click on the link in cell **Code** on any row

Advanced Landed Cost supports Predicted Cost Posting for expected landing charges (when set to Manual or Automatic). If used, you must specify the Expected Gen. Bus Posting group for the posting of these expected landing charges.



1. Click on the lookup button **Expected Gen. Bus. Posting Group**
2. Click on the link in cell **Code** on any row

You can turn on Predicted Cost Posting to be Automatic, or Manually run (through a Job Queue Entry). Select: Never for no posting of Predicted Costs. Automatic to immediately post Predicted Costs. Manual to delay the posting until manually actioned or through the Job Queue.



1. Click on the field **Predicted Cost Posting**
2. Select the **Predicted Cost Posting** type

Click on the button **Next**

Consignment Nos. CONS
Consignment Template No. Series CONTEMP
Expected Gen. Bus. Posting Group DOMESTIC
Predicted Cost Posting Automatic

Back **Next** Finish

1.1.1.1.3. Compulsory Field Selection

Next set up which standard fields on the Consignment Card you would like to be compulsory.

If a field is to be compulsory, you select the earliest point to validate that the field has been entered. Latter validation points will recheck each time for that field containing a value. Leaving the Compulsory field blank leaves that field as optional.

Landed Cost Setup Wizard

Step 2 - Select which fields must be filled for standard Consignment document.

Compulsory Fields | Manage

Field Name	Compulsory
→ Departure Date	Order Validate
Arrival Date	
Expected Receipt Date	
Shipping Agent No.	
Vessel Name	
Shipment Method	
Waybill No.	
Delivery Instructions	

Back **Next** Finish

1. Click on the cell **Compulsory** on any row
2. Click on an option from the list

Repeat for all compulsory fields, then click on the button **Next**

Compulsory Fields | Manage

Field Name	Compulsory
Departure Date	Order Validate
Arrival Date	
Expected Receipt Date	Predicted Cost Post
Shipping Agent No.	
Vessel Name	Finalise Consignment
Shipment Method	
→ Waybill No.	Actual Cost Post
Delivery Instructions	

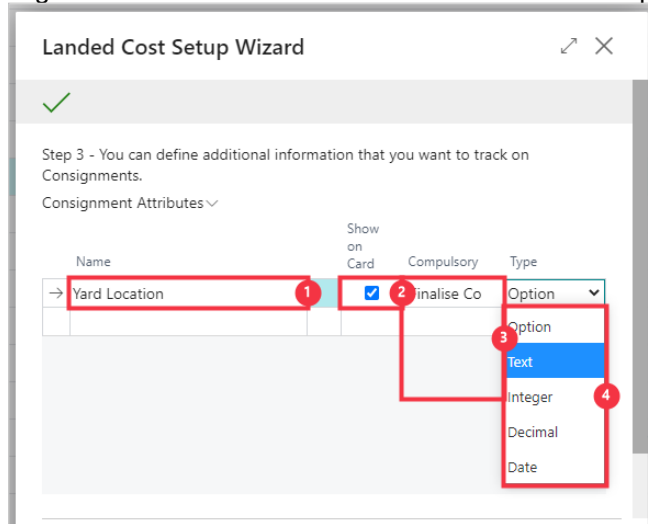
Back **Next** Finish

1.1.1.1.4. Consignment Attributes

Consignment Attributes are additional fields that you can specify and add to your Consignments allowing for customisable information to be captured.

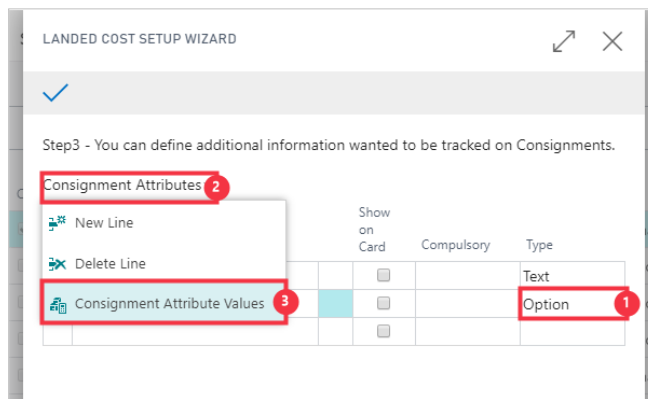
You can set up to 5 attributes to show on the Consignment Card, the rest will be available on the Consignment Attributes secondary page accessed from the Consignment Card.

An attribute can be one of the following types: Text - This allows the user type free text, allowing up to 100 characters. Integer - whole numbers only, positive and negative. Decimal - numerical values with decimal places. Date - date format, and will display the date picker. Option - option drop list, which you specify each option. This will use the 'Consignment Attribute Values' table to hold each of the options.

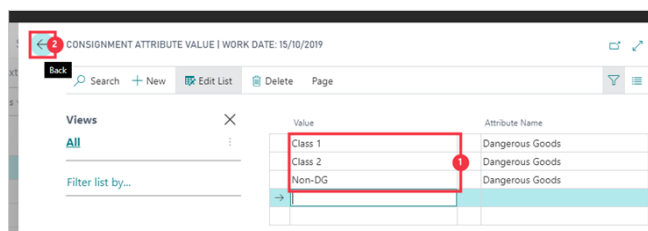


1. Click on the cell **Name** - Enter **Name**.
2. Click on **Show on Card** to display this attribute on the main Consignment Card page.
3. Click on the cell **Compulsory** to specify the validation point. Leave blank to make the attribute optional.
4. Click on an option from the list

For attributes of Type Option, specify the options to use on the Consignment Attribute Values page.



1. For **Type** Option
2. Click on the link **Actions for Consignment Attributes**
3. Click on the menu item **Consignment Attribute Values**

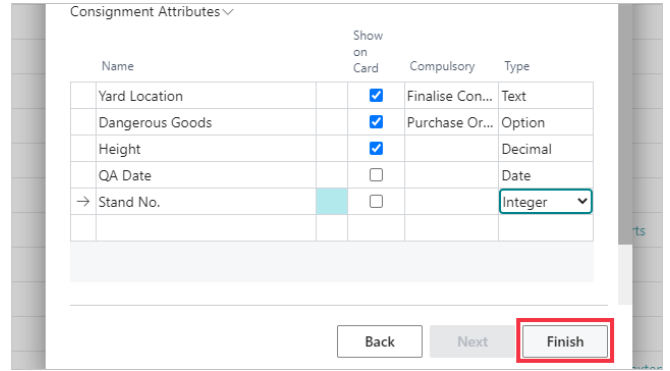


1. Specify the options to display for the attribute, each as a separate Value. You must specify at least one Value.
2. Click on the back button

Specify all Consignment Attributes, and any options.

This setup can be accessed again and further attributes added if required.

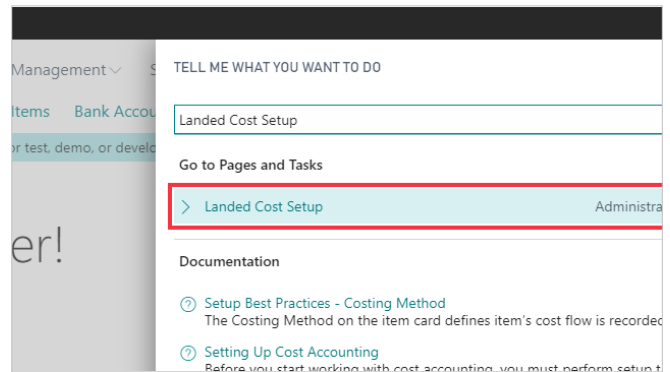
Click on the button **Finish**



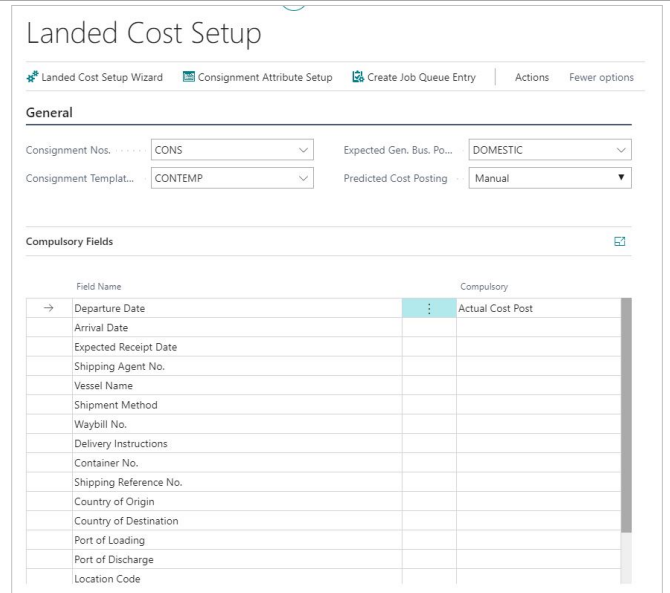
1.1.1.1.2. Landed Cost Setup Administration

For any further administration you can access and update the Landed Cost Setup page at any time.

Search in the Tell Me and click on **Landed Cost Setup Administration**



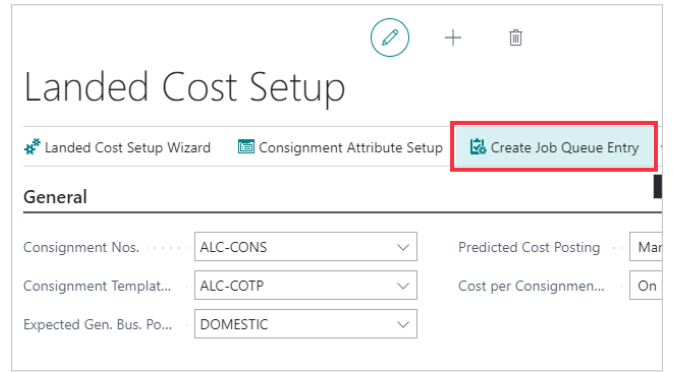
All settings from the Setup Wizard are available here, as well the Create Job Queue Entry button for Manual Predicted Cost Posting.



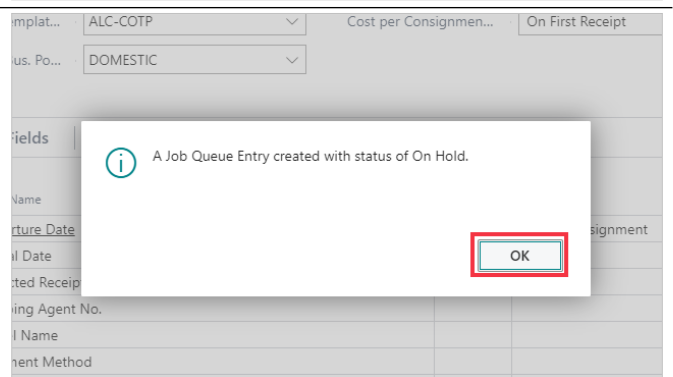
1.1.1.1.3. Post Predicted Cost Manual option - Job Queue

If you have set up your Predicted Cost Posting as 'Manual' then there is an option to schedule the Posting using the Job Queue functionality. This function will automatically create a Job Queue Entry in the Job Queue Entries list, for you to then activate as required.

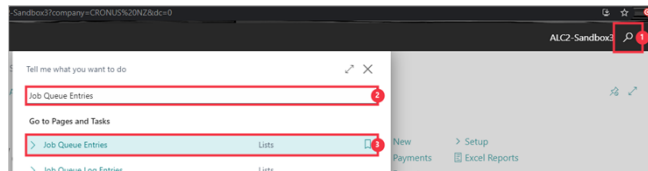
From the Landed Cost Setup page, click on the navigation menu item **Create Job Queue Entry**



Click on the button **OK**



Access the standard Job Queue Entries list.

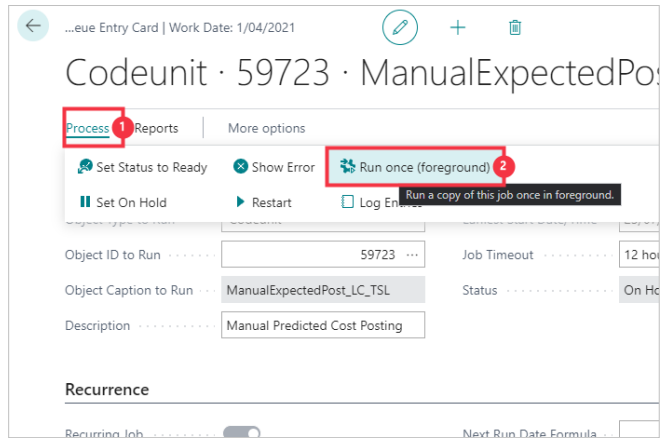


1. Click on the search button
2. Click on the field **Tell me what you want to do** - Enter the text **Job Queue Entries**.
3. Click on **Job Queue Entries Lists**

Object Type to Run	Object ID to Run	Object Caption to Run	Description	Job Queue Entry Category
Codeunit	1350	Telemetry Management		
Codeunit	6700	O365 Sync. Management	Auto-created for retrieval of new d...	
Report	1511	Delegate Approval Requests	Auto-created for sending of deleg...	
Codeunit	59723	ManualExpectedPost_LC_TSL	Manual Predicted Cost Posting	

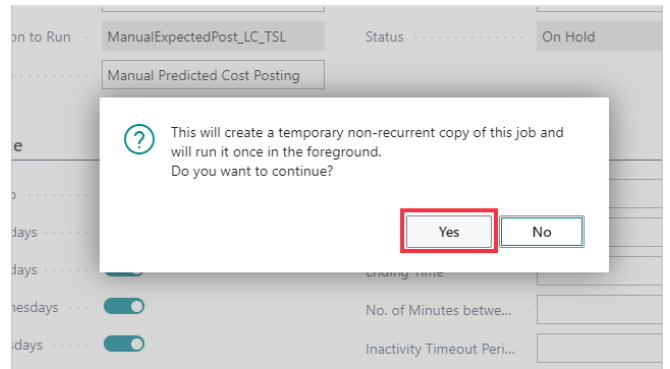
1. Click on the cell **Description** with the value **Manual Predicted Cost Posting**
2. Click on **Edit**

This step will run the Manual Predicted Cost Posting to post your entries now, with it running in the foreground. Skip this if you want to run in the background, or to set the entry to any schedule or recurrence.

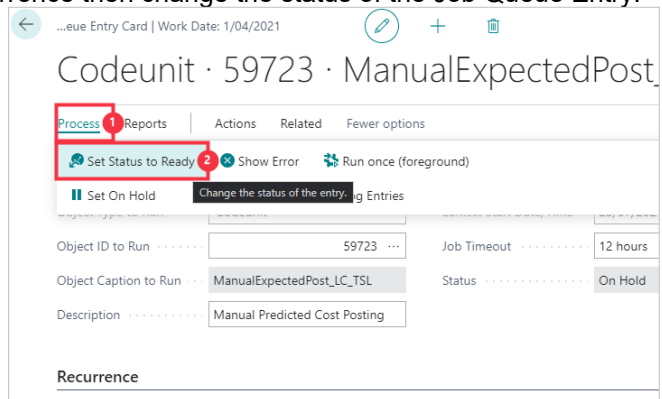


1. Click on the navigation menu item popup **Process**
2. Click on the navigation menu item **Run once (foreground)**

Click on the button **Yes**



Or set the schedule or recurrence then change the status of the Job Queue Entry.

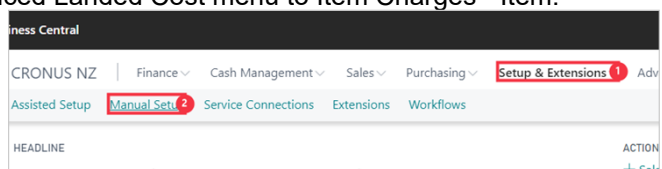


1. Click on the navigation menu item popup **Process**
2. Click on the navigation menu item **Set Status to Ready**

1.1.1.1.4. Item Charges - Items

In the case of charges relating to 'Duty' the 'Item Charge - Items' will need to be set up per Item or Item Category with its related HTS code (Harmonised Tariff Schedule) and tariff percentage for each Item Charge to be apportioned by Duty or Amount + Duty.

These can be defined per Item or per Item Category and can be set from the standard Item Charges setup as below or through the Advanced Landed Cost menu to Item Charges - Item.



1. Click on the navigation menu item popup **Setup & Extensions**
2. Click on the navigation menu item **Manual Setup**

Click on the link in cell **Name** with the value **Item Charges**

Name	Extension Name
Intercompany Chart of Accounts	Base Applicatio
Intercompany Dimensions	Base Applicatio
Intercompany Partners	Base Applicatio
Intercompany Setup	Base Applicatio
Inventory Setup	Base Applicatio
Item Charges	Base Applicatio
Job Resp	Open record "Item Charges"
Jobs Setup	Base Applicatio
Languages	Base Applicatio
Locations	Base Applicatio

Select the Item Charge you want to assign Item HTS codes, where HTS must be applied when using the Duty Assignment Method.

Item Charge	Description	Method	Posting Group	Posting Group	Description
LC-SPECIAL	Freight Charge (JB-Spedition)	SERVICES	GST15	FREIGHT CHA...	
LC-SPECIAL	Special Handling	SERVICES	GST15	SPECIAL HAN...	
P-ALLOWANCE	Purchase Allowance	SERVICES	GST15	PURCHASE A...	
P-FREIGHT	Misc. Freight Charoe.(Purch.)	SERVICES	GST15	MISC. FREIGH...	

1. Click on the cell **No.** selecting the Item Charge you want to assign a duty and/or HTS code.
2. Click on the navigation menu item popup **Related**
3. Click on the link **Item Charge**
4. Click on the navigation menu item **Item Charge - Items**

To define a duty against a whole Item Category Code.

Item Charge No. ↑	Source Type ↑	Source No. ↑	HTS Code
LC-SPECIAL	Category		

Code	Description
FURNITURE	Office Furniture
CHAIR	Office Chair
DESK	Office Desk

1. Click on the cell **Source Type** with the value **Category Item**
2. Click on the lookup button in the cell **Source No.**
3. Click on the cell **Code** with the Item Category Code you wish to define.

Source No. ↑	HTS Code	HTS Tariff %
CHAIR	HTS123	

1. Click on the cell **HTS Code** - Enter **HTS Code**.
2. Click on the cell **HTS Tariff %** - Enter **HTS Tariff %**. Press the **Enter** key.

To define a duty against a specific Item Code.

Item Charge No. ↑	Source Type ↑	Source No. ↑
LC-SPECIAL	Category	CHAIR
LC-SPECIAL	Category	
	Category	
	Item	

1. Click on the cell **Source Type**
2. Click on the item **Item** in the list

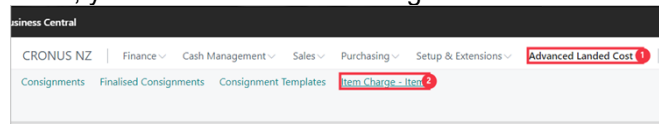
Source Type ↑	Source No. ↑	HTS Code
Category	CHAIR	HTS123
Item		
	No. ↑	Description
	→ 1000	Boat Face
	1001	BMBF Boat Bow Number
	1002	BMBF Antifouling - Ablative
	1896-S	THENS Desk

1. Click on the cell **Source No.**
2. Click on the cell **No.** with the specific Item Code you wish to define.

Item Charge No. ↑	Source Type ↑	Source No. ↑	HTS Code	HTS Tariff %
LC-SPECIAL	Category	CHAIR	HTS123	10.00
LC-SPECIAL	Item	1896-S	HTS456	

1. Click on the cell **HTS Code** - Enter **HTS Code**.
2. Click on the cell **HTS Tariff %** - Enter **HTS Tariff %**. Press the **Enter** key.

To see all the defined HTS codes, you can access them through the Advanced Landed Cost menu.



1. Click on the navigation menu item popup **Advanced Landed Cost**
2. Click on the navigation menu item **Item Charge - Items**

Here you can add, delete or edit your Item Charge - Items.

Note that apportionment will only respect the HTS Tariff % for charges of the same Item Charge No.. Therefore repeat the HTS Code and % for all Item Charge No.s that will use Duty or Amount + Duty apportionment.

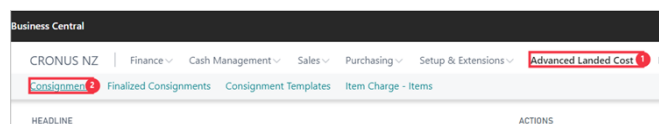
Item Charge No. ↑	Source Type ↑	Source No. ↑	HTS Code	HTS Tariff %
LC-SPECIAL	Category	CHAIR	HTS123	10.00
LC-SPECIAL	Item	1896-S	HTS456	20.00
S-FREIGHT	Item	1900-S	456	2.00

- To **Edit List** click on the navigation menu item **Edit List**

2. Consignment Creation

2.1. Creating a Consignment

You can create new Consignments directly as described in this section, or you can create them from a Purchase Order to inherit some data and instantly link the Consignment to the Purchase Order.



1. Click on the navigation menu item popup **Advanced Landed Cost**
2. Click on the navigation menu item **Consignments**

Depending on the No. Series defined in the setup for Consignment numbers, clicking away or enter/tab to automatically default the next available number from the No. Series on the Landed Cost Setup, or can be entered manually if allowed on the No. Series. This example uses the default setup.

The screenshot shows the 'General' tab of a Consignment form. The 'No.' field is highlighted with a red box. Other fields include 'Status' (Open), 'Shipping Reference No.', and 'Waybill No.'.

1. Click on the field **No.** - Press the **Enter** key.

2.1.1.1. Consignment Header Values

The fields in the Consignment are optional by default, but can be set as compulsory (and at which point to validate) in the Landed Cost Setup. See Compulsory and Customisable Consignment Fields for further information.

You can define the container numbers for the consignment. These container numbers can then be individually assigned to each Purchase Order Line to define which lines are in which container.

The screenshot shows the 'General' tab of a Consignment form. The 'Containers' field is highlighted with a red box and contains a hyphen (-). The 'No.' field contains 'LC000001'. Other fields include 'Status' (Open), 'Shipping Reference N...', 'Waybill No.', 'Vessel Name', and 'Shipping Agent No.'.

1. **Open details for "Containers" ""**

You can define as many container numbers as required.

The screenshot shows a dialog box titled 'Container No. ↑'. It contains a table with two rows: 'ABC12345' and 'DEF67890'. The 'DEF67890' row is highlighted with a red box and has a red circle with the number '1' next to it. An 'OK' button with a red circle and the number '2' is at the bottom right.

1. Click on the cell **Container No.** - Enter **Container No..**

2. Click on the button **OK**

NO.	LC000001	...
Status	Open	
Shipping Reference N... ..	SR273645	1
Waybill No.	AWB99887766	2
Containers	ABC12345 DEF67890	
Vessel Name		3
Shipping Agent No.		

1. Click on the field **Shipping Reference No.** - Enter **Shipping Reference No.**.
2. Click on the field **Waybill No.** - Enter **Waybill No.**.
3. Click on the field **Vessel Name** - Enter **Vessel Name**.

Containers	ABC12345 DEF67890	COST
Vessel Name	BMBF Venus MV	Total
Shipping Agent No.		1
Shipping Agent Name ..		
Shipment Method	→ DHL	DHL System
Delivery Instructions ...	FEDEX	Federal Exp
	NZPOST	2 NZ Post
	OWN LOG.	Own Logist
	UPS	UPS - Fliwa
Shipping	+ New	

1. Click on the lookup button **Shipping Agent No.**
2. Click on the link in cell **Code** on any row

Shipping Agent No.	DHL	Total
Shipping Agent Name ..	DHL Systems, Inc. NZ	Total
Shipment Method		1
Delivery Instructions ...		
	→ CFR	Cost and Freight
	CIF	Cost Insurance
Shipping	CIP	2 Carriage and In
	CPT	Carriage Paid to
Country of Origin	DAF	Delivered at Fro
Port of Loading		Delivered Dut
	+ New	

1. Click on the lookup button **Shipment Method**
2. Click on the link in cell **Code** on any row

Vessel Name	BMBF Venus MV	Tc
Shipping Agent No.	DHL	Tc
Shipping Agent Name	DHL Systems, Inc. NZ	Tc
Shipment Method	CIF	D
Delivery Instructions	D	

Shipping

1. Click on the textarea **Delivery Instructions** - Enter **Delivery Instructions**.

Document Date	1/04/2021
Departure Date	<input type="text"/>
Arrival Date	<input type="text"/>
Expected Receipt Date	<input type="text"/>
Cost per Consignmen...	<input type="text"/>

July 2021

Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18

1. Click on the link **Open the date picker for Departure Date**
2. Click on a date in the calendar

Departure Date	1/07/2021
Arrival Date	<input type="text"/>
Expected Receipt Date	<input type="text"/>
Cost per Consignmen...	<input type="text"/>
Total Costs (Items)	<input type="text"/>
Total Costs (Charge It...	<input type="text"/>
Total Costs	<input type="text"/>

July 2021

Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1. Click on the link **Open the date picker for Arrival Date**
2. Click on a date in the calendar

Arrival Date	28/07/2021
Expected Receipt Date	<input type="text"/>
Cost per Consignmen...	<input type="text"/>
Total Costs (Items)	<input type="text"/>
Total Costs (Charge It...	<input type="text"/>
Total Costs	<input type="text"/>
Dangerous Goods Cu...	<input type="text"/>

July 2021

Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1. Click on the link **Open the date picker for Expected Receipt Date**
2. Click on a date in the calendar

Saying No will hold the date in the consignment but not affect any Purchase Order Lines. This date can be updated multiple times from the consignment to allow for updating the Purchase Order Lines with the latest Expected Receipt Date.

ABC12345 DEF67890	Cost per Consignmen...	On First Rece
BMBF Venus MV	Total Costs (Items)	
DHL	Total Costs (Charge It...	
DHL Systems, Inc. NZ	Total Costs	
CIF	Dangerous Goods Cu...	

1. You can updated the Expected Receipt Date all Purchase Order Lines associated with this consignment by clicking **Yes**.

2.1.1.2. Customisable Consignment Attribute Values

This next section is where any custom Consignment Attributes are entered. These are defined on the Landed Cost Setup > Consignment Attribute Setup, and the ones displayed on the page are set as 'Show on Card'. A maximum of 5 can show on the page.

See Compulsory and Customisable Consignment Fields for further information.

Dangerous Goods is an example of a Consignment Attribute set up as an option field.

Total Costs	8,725.00
Dangerous Goods
Total Conatiner Weight (MT)	Review or update the value fo
Yard Notes	

- Click on the custom attribute option field **Dangerous Goods**
- Click on the link **Review or update the value for Dangerous Goods**

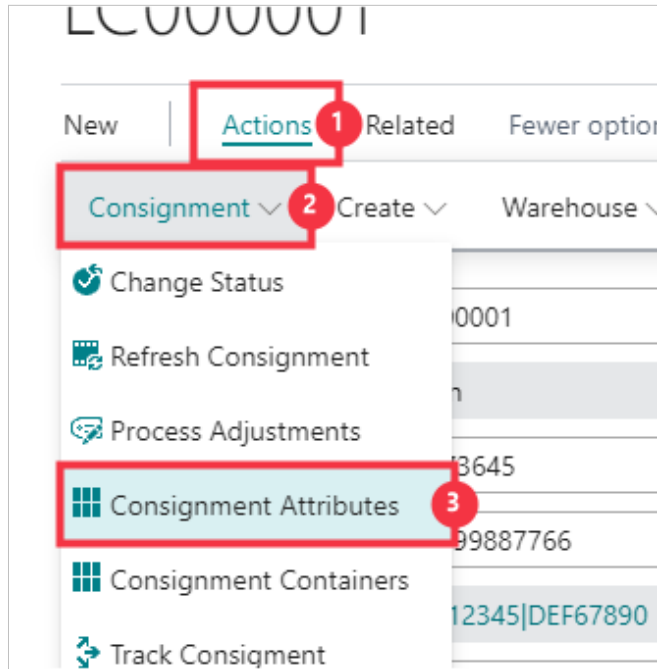
Click on the link in cell **Value** on any row

Value	Attribute I
→ Non-DG (No Class-Not Dangerous Goods)	Dangerc
Class 1 (Explosives)	Dangerc
Class 2 (Gases)	Dangerc
Class 3 (Liquids)	Dangerc
Class 4 (Solids)	Dangerc
Class 5 (Oxidising)	Dangerc
Class 6 (Toxic)	Dangerc
Class 7 (Radioactive)	Dangerc
Class 8 (Corrosive)	Dangerc
Class 9 (Misc.)	Dangerc

Expected Receipt Date	6/30/2020
Dangerous Goods	Class 1
Yard Location	Back Left 1
Height	2 2

1. Click on the custom attribute text field **Yard Location** - Enter **Yard Location**.
2. Click on the custom attribute decimal field **Height** - Enter **Height**.

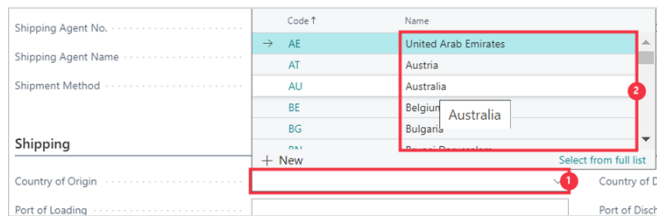
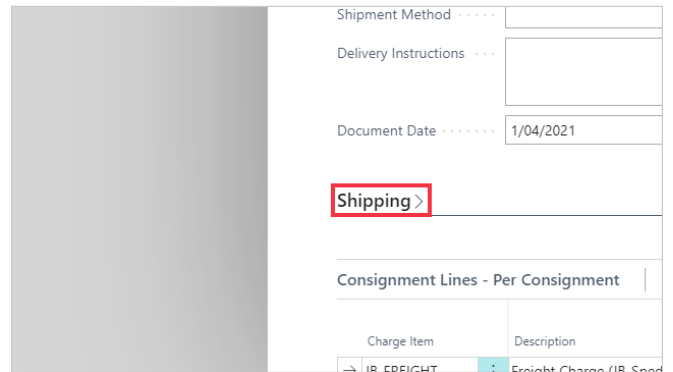
To access all Consignment Attributes defined for Consignments, including any not set to 'Show on Card'.



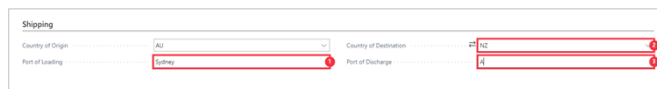
1. Click on the navigation menu item popup **Actions**
2. Click on the link **Consignment**
3. Click on the navigation menu item **Consignment Attributes**

2.1.1.3. Consignment Shipping Values

Click on **Shipping**



1. Click on the field **Country of Origin**
2. Click on the cell **Name** on any row



1. Click on the field **Port of Loading** - Enter **Port of Loading**.
2. Click on the field **Country of Destination** - Enter **Country of Destination**.
3. Click on the field **Port of Discharge** - Enter **Port of Discharge**.

Your Consignment is now created! Next start linking your Consignment to your Purchase Orders. See Linking Consignments and Purchase Orders.

2.1.1.4.

Consignment Lines

Consignment Lines are the Charge (Item) costs to be apportioned over the Consignment. If you are using Consignment Templates, the predicted Consignment Lines are added to the Consignment once it is linked to Purchase Order Lines. Creating the Consignment from the Purchase Order will instantly link the Consignment and Purchase Order therefore inserting the predicted Consignment Lines immediately. The system supports the ability to set up Charge Item costs on a Per Consignment or a Per Item basis. Per Consignment lines are cost charges designed to be applied to an entire consignment. However it will still only apply to Purchase Order lines that are valid for that application method. For example, if you have any items in the consignment that have no weight specified on the Item Card, then any Per Consignment charges apportioned by Weight will not apply to those lines. Per Item Consignment lines are cost charges designed to be applied to specific order lines only, and are calculated at a per unit cost, multiplied by the quantity of the order line. These can be set to apply to certain items from templates, or manually selected lines.

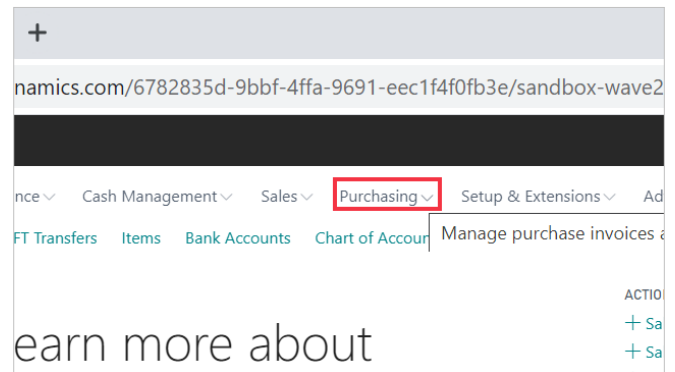
Charge Item	Description	Assignment Method	Vendor No.	No. of Order Lines	Total Template Amount	Total Predicted Amount (2017)	Vendor Currency Code
(There is nothing to show in this view)							

Charge Item	Description	Unit of Measure Code	Unit Cost (2017)	Unit Cost (2017)	Vendor No.	Weight Category Code	No. of Order Lines	Total Template Amount	Total Predicted Amount (2017)
(There is nothing to show in this view)									

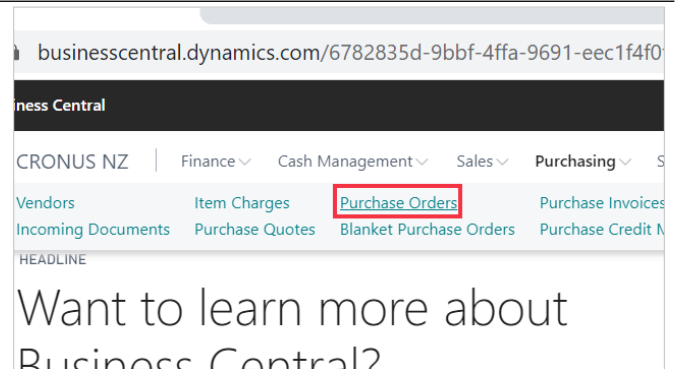
- See Adding Consignment Lines to manually add Consignment Lines to your Consignment.

2.2. Linking Consignments and Purchase Orders

Click on the navigation menu item popup **Purchasing**



Click on the navigation menu item **Purchase Orders**



Click on the link in cell **No.** with the value **106001**

No. ↑	Buy-from Vendor No.	Buy-from Vendor Name	Vendor Author. No.
106001	10000	Fabrikam, Inc.	
106002	20000	First Up Consultants	
106003	40000	Wide World Importers	
106004	30000	Graphic Design Institute	
106005	V00010	Test	

First step is assign the Consignment code to the Purchase Order header

Click on the field **Consignment No.**

Posting Order Request Approval Print/Send Navigate More options

10000 ▾ Due Date ...

Fabrikam, Inc. ... Vendor Invoice ...

Look up value ▾ Purchaser Co ...

10 Drummond Street ... No. of Archiv ...

Atlanta ... Order Date ...

Quote No. ...

Vendor Order ...

Click on the link in cell **No.** with the value **LC000059**

No. ↑	Shipping Reference No.	Shipping Agent No.	Shipping
LC000056	SHIPREF11	DHL	
LC000057	SHIP REF112	DHL	
LC000058	SHIP-REF123	DHL	
LC000059	TEST	DHL	

+ New

CT000011 ...

Krystal York ...

Document Date 4/8/2019

Once the Consignment has been added to the header, the individual lines can be assigned to specific Containers setup against the Consignment card.

Click on the cell **Type** with the value **Item**

Type	No.	Description	Loc
Item	1896-S	ATHENS Desk	
Item		PARIS Guest Chair, black	
Item		ATHENS Mobile Pedestal	

Click on the navigation menu item popup **Line**

Contact Krystal York

Document Date 4/8/2019

Posting Date 4/8/2019

Type	No.	Description	Loc
Item	1896-S	ATHENS Desk	
Item	1900-S	PARIS Guest Chair, black	
Item	1906-S	ATHENS Mobile Pedestal	

Click on the navigation menu item **Assign Consignment Containers**

The screenshot shows a software interface with a navigation menu at the top. The menu items are 'Status' (set to 'Open') and 'Order Type'. Below the menu, there are several icons and labels: 'Document LineTracking', 'Attachments', 'Assign Consignment Containers' (highlighted with a red box), 'Deferral Schedule', and 'Split Line'. At the bottom, there is a table with two rows of data:

LC0000059	172.36			10
LC0000059	380.17			13

Click on the link in cell **Consignment No.** with the value **LC0000059**

The screenshot shows a 'CONTAINER NUMBERS' popup window. At the top, there is a reminder: 'Reminder: your work date is 10/15/2019 Use today | Change to... | Turn off remind'. Below this, there is a search bar labeled 'Consignment No. ↑' with the value 'LC0000059' entered and highlighted in a red box. A dropdown menu is open below the search bar, showing 'LC0000059' and a tooltip that says 'Select record "LC0000059"'. The background shows a list of items with columns for 'Type', 'No.', and 'Description'.

Click on the cell **Type** with the value **Item**

The screenshot shows a table with columns: 'Lines', 'Manage', 'Line', 'Functions', 'Order', 'Page', and 'Fewer options'. Below these columns, there is a table with columns: 'Type', 'No.', 'Description', and 'Loc'. The 'Type' column has three rows: 'Item', 'Item', and 'Item'. The first 'Item' is highlighted in a red box. The 'No.' column has values '1896-S', '1900-S', and '1906-S'. The 'Description' column has values 'ATHENS Desk', 'PARIS Guest Chair, black', and 'ATHENS Mobile Pedestal'.

Click on the navigation menu item popup **Line**

The screenshot shows a software interface with a navigation menu at the top. The menu items are 'Contact' (set to 'Kystal York'), 'Document Date' (set to '4/8/2019'), and 'Posting Date' (set to '4/8/2019'). Below the menu, there are several icons and labels: 'Document LineTracking', 'Attachments', 'Line' (highlighted with a red box), 'Deferral Schedule', and 'Split Line'. At the bottom, there is a table with two rows of data:

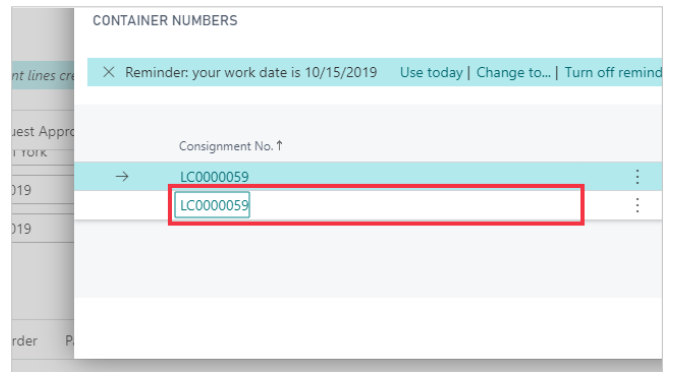
Item	1896-S	ATHENS Desk	
Item	1900-S	PARIS Guest Chair, black	
Item	1906-S	ATHENS Mobile Pedestal	

Click on the navigation menu item **Assign Consignment Containers**

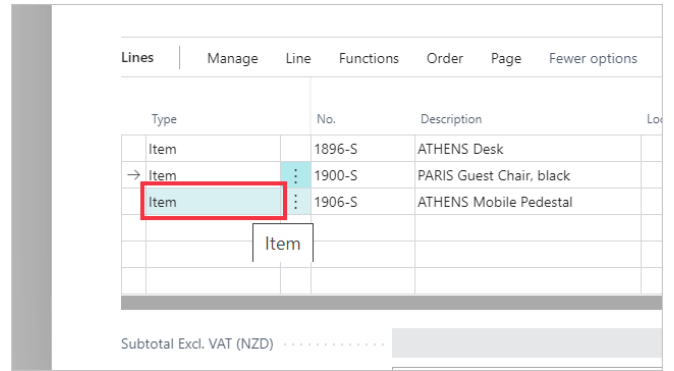
The screenshot shows a software interface with a navigation menu at the top. The menu items are 'Status' (set to 'Open') and 'Order Type'. Below the menu, there are several icons and labels: 'Document LineTracking', 'Attachments', 'Assign Consignment Containers' (highlighted with a red box), 'Deferral Schedule', and 'Split Line'. At the bottom, there is a table with two rows of data:

LC0000059	172.36			10
LC0000059	380.17			13

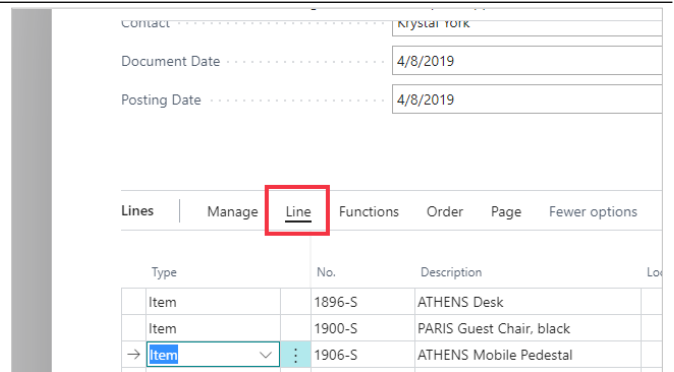
Click on the link in cell **Consignment No.** with the value **LC0000059**



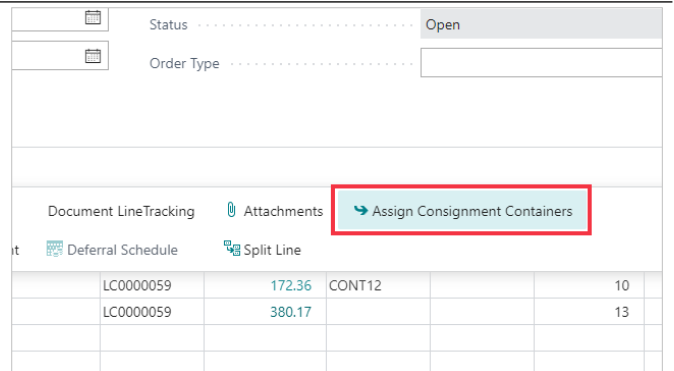
Click on the cell **Type** with the value **Item**



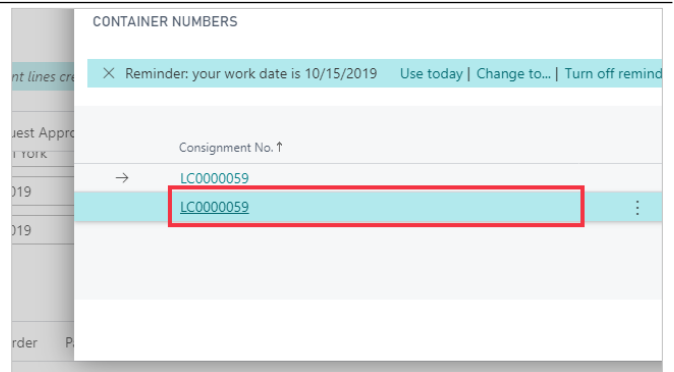
Click on the navigation menu item popup **Line**



Click on the navigation menu item **Assign Consignment Containers**



Click on the link in cell **Consignment No.** with the value **LC0000059**



You can view which Containers have been assigned to the line in the Container No. field.

Click on the cell **Container No.** with the value **CONT11**

Location Code	Consignment No.	Total Charge Cost Excl. VAT (LCY)	Container No.	Bin Code	Quantity
	LC0000059	151.59	CONT11		7
	LC0000059	172.36	CONT12	CONT11	10
	LC0000059	380.17	CONT12		13

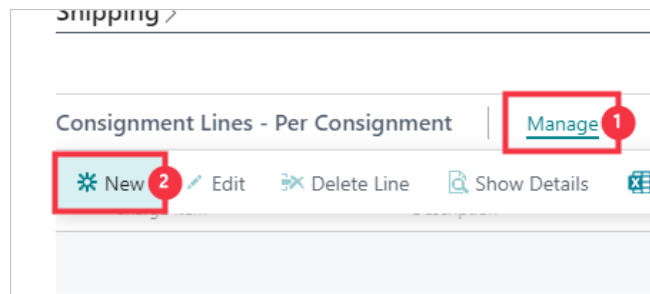
2.3. Adding Consignment Lines

Consignment Lines are the Charge (Item) costs to be apportioned over the Consignment.

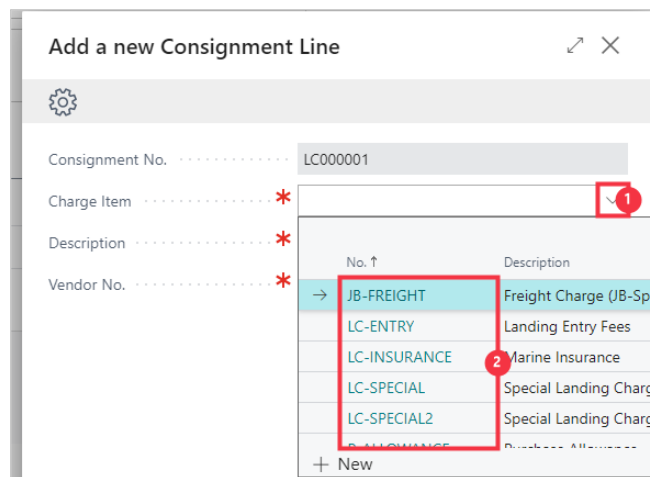
The system supports the ability to set up Charge Item costs on a Per Consignment or a Per Item basis.

2.3.1.1. Adding Consignment Lines - Per Consignment

Per Consignment lines are cost charges designed to be applied to an entire consignment. However it will still only apply to Purchase Order lines that are valid for that application method. For example, if you have any items in the consignment that have no weight specified on the Item Card, then any Per Consignment charges apportioned by Weight will not apply to those lines.

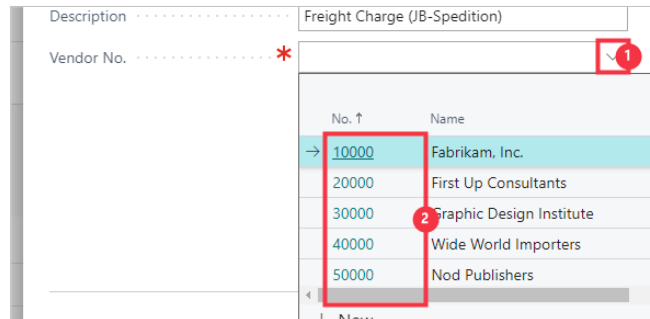
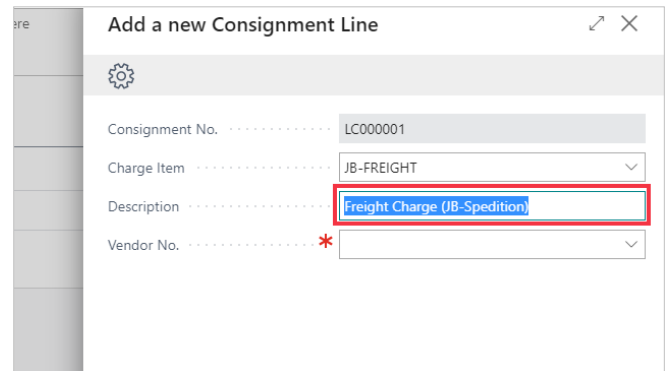


1. Click on the navigation menu item popup **Manage**
2. Click on the navigation menu item **New**



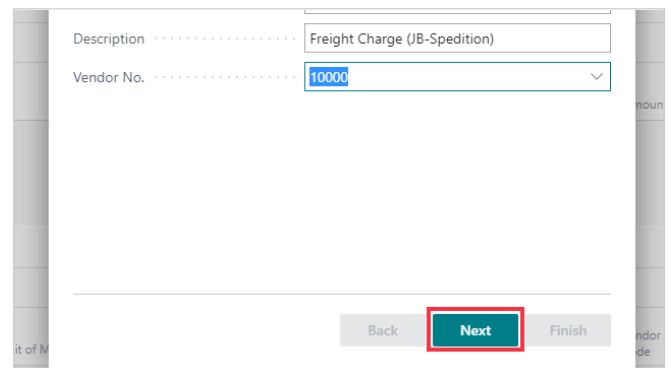
1. Click on the lookup button **Charge Item**
2. Click on the link in cell **No.** on any row

Click on the field **Description** and update if required

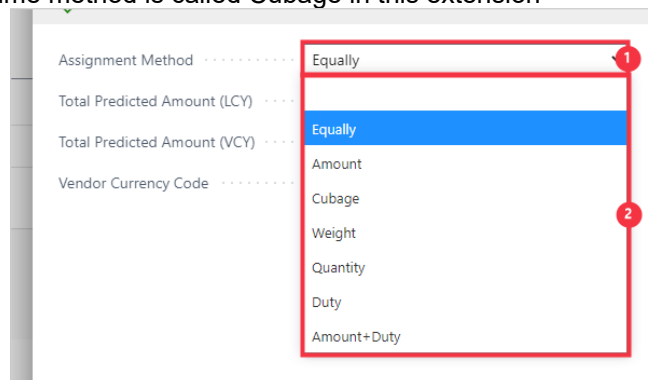


1. Click on the lookup button **Vendor No.**
2. Click on the cell **No.** on any row

Click on the button **Next**



See Per Consignment Calculations for more information on the Assignment Methods.
Note that the standard Volume method is called Cubage in this extension



1. Click on the field **Assignment Method**
2. Click on an option from the list

This is the initial predicted cost. The actual cost value can be updated on invoicing.

- Click on the field **Total Predicted Amount (LCY)**
- Enter **Total Predicted Amount (LCY)**. Press the **Enter** key.

This is the predicted cost held in a foreign currency if the Vendor has a Currency Code specified. If nothing is entered here for a Vendor with a Currency Code, the LCY figure will be converted to the Vendor's FCY with current exchange rates on creation of the Charge Invoices

- Click on the field **Total Predicted Amount (VCY)**
- If the selected Vendor has a Currency Code specified the **Vendor Currency Code** displays the Currency Code here. This is not editable

Click on the button **Finish**

If you have linked to a Purchase Order and have automatic cost posting, then you will see that the predicted cost posting has run. Click on **OK**

2.3.1.2. Adding Consignment Lines - Per Item

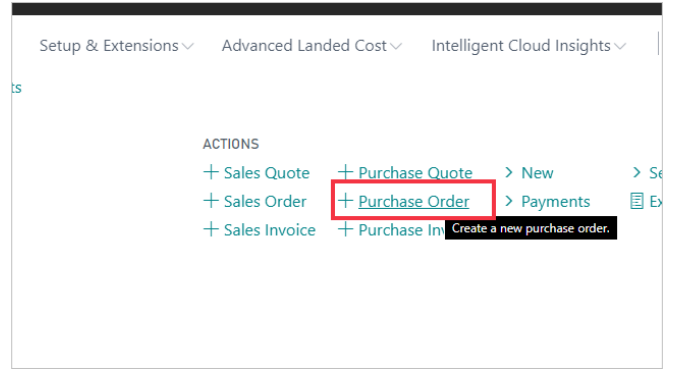
Per Item Consignment lines are cost charges designed to be applied to specific order lines only, and are calculated at a per unit cost, multiplied by the quantity of the order line. These can be set to apply to certain items from templates, or manually selected lines.

2.4. Create a Consignment from PO

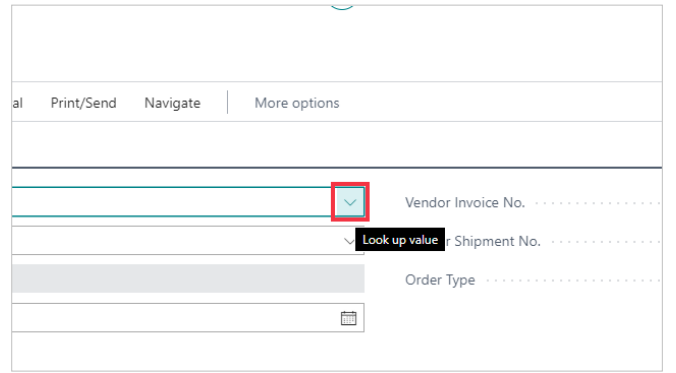
This covers creating consignments directly from a Purchase Order. The first part covers the standard

process for creating a Purchase Orders.

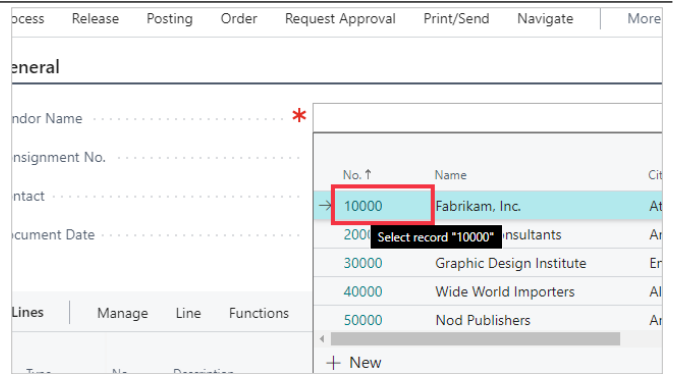
Click on the navigation menu item **Purchase Order**



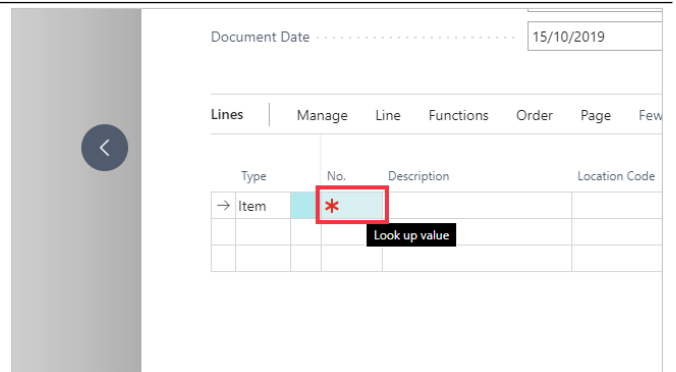
Click on the lookup button **Vendor Name**



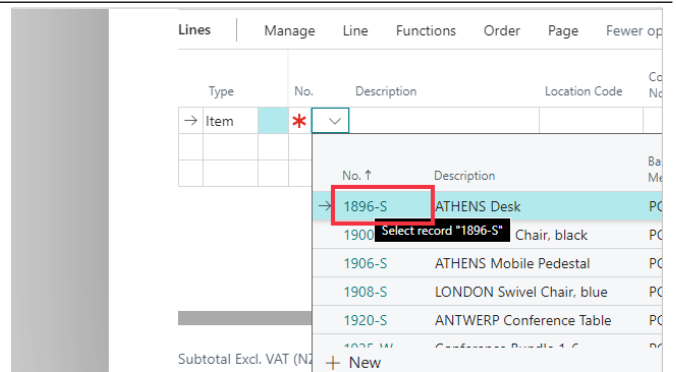
Click on the link in cell **No.** with the value **10000**



Click on the cell **No.**



Click on the link in cell **No.** with the value **1896-S**



Click on the cell **Quantity**

Container No.	Bin Code	Quantity	Reserved Quantity	Unit of Measure Code
		*	-	PCS

Enter **Quantity**.

Container No.	Bin Code	Quantity	Reserved Quantity	Unit of Measure Code
		* 10	-	PCS

Click on the cell **No.**

Document Date: 12/10/2019

Type	No.	Description	Location Code
→ Item	1896-S	ATHENS Desk	

Click on the link in cell **No.** with the value **1906-S**

Type	No.	Description	Location Code
→ Item	1896-S	ATHENS Desk	
→ Item	*	▼	

- No. ↑ Description
- 1896-S ATHENS Desk PCS
- 1900-S PARIS Guest Chair, black PCS
- 1906-S ATHENS Mobile Pedestal PCS
- 1908-S Select record "1906-S" Mel Chair, blue PCS
- 1920-S ANTWERP Conference Table PCS
- 1925-S Conference Table 1.0 PCS

Subtotal Excl. VAT (NZ) ...

Inv. Discount Amount ...

Invoice Discount % ...

Click on the cell **Quantity**

Container No.	Bin Code	Quantity	Reserved Quantity	Unit of Measure Code
		10	-	PCS
		*	-	PCS

Enter **Quantity**.

Item	Container No.	Bin Code	Quantity	Reserved Quantity	Unit of Measure Code
			10	-	PCS
			<input type="text" value="10"/>	-	PCS

Now create a new Consignment linked to the Purchase Order

Click on the lookup button **Consignment No.**

Print/Send | Navigate | More options

Vendor Invoice No.

Vendor Shipment No.

Look up value

Fewer options

Click on the link **New**

Vendor Name Fabrikam, Inc.

Consignment No.

Contact

Document Date

+ New

Type	No.	Description	Location Code	Consignment No.	Total Charge (Excl. VAT)
Item	1896-S	ATHENS Desk			
Item	1906-S	ATHENS Mobile Pedestal			

Enter **New**.

Shipping Reference No. ...

Waybill No.

Container No.

Vessel Name

Shipping Agent No.

Shipping Agent Name

Shipping

Country of Origin

Click on the field **Waybill No.**

General

No. LC0000027

Status Open

Shipping Reference No. ShipRef119732

Waybill No.

Container No.

Vessel Name

Shipping Agent No.

Shipping Agent Name

Enter **Waybill No.**..

A screenshot of a 'General' form. The 'Waybill No.' field contains the text 'BOL' and is highlighted with a red rectangular box. Other fields include 'No.' (LC0000027), 'Status' (Open), 'Shipping Reference No.' (SHIPREF119732), 'Container No.' (empty), 'Vessel Name' (empty), 'Shipping Agent No.' (dropdown), and 'Shipping Agent Name' (empty).

Click on the field **Container No.**

A screenshot of a 'General' form. The 'Waybill No.' field contains 'BOL38763878' and the 'Container No.' field is empty and highlighted with a red rectangular box. Other fields are the same as in the previous screenshot.

Click on the navigation menu item **New**

A screenshot of a navigation menu. The '+ New' button is highlighted with a red rectangular box. A tooltip above it says 'Create a new entry.'. The page title is 'CONTAINER NUMBERS' and there is a 'Container No.' header.

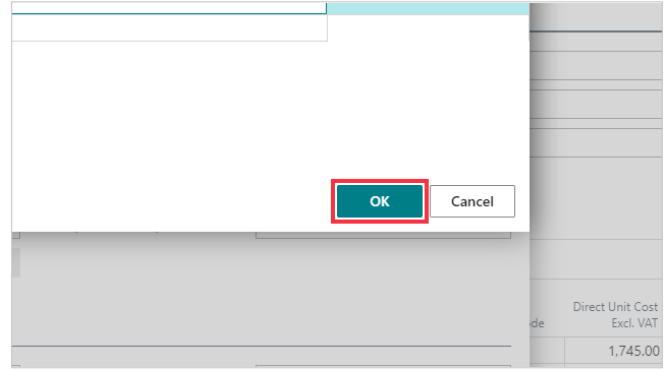
Click on the cell **Container No.**

A screenshot of a table with one row. The 'Container No.' cell is highlighted with a red rectangular box. The table header is 'CONTAINER NUMBERS' and the column header is 'Container No. ↑'. There is a right-pointing arrow in the first column.

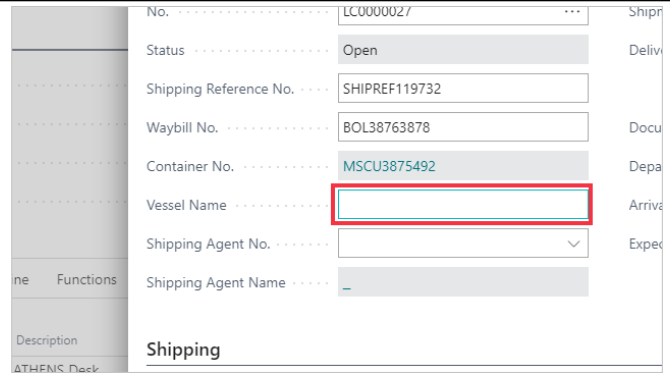
Enter **Container No.**..

A screenshot of a table with one row. The 'Container No.' cell contains the text 'IM' and is highlighted with a red rectangular box. The table header is 'CONTAINER NUMBERS' and the column header is 'Container No. ↑'. There is a right-pointing arrow in the first column.

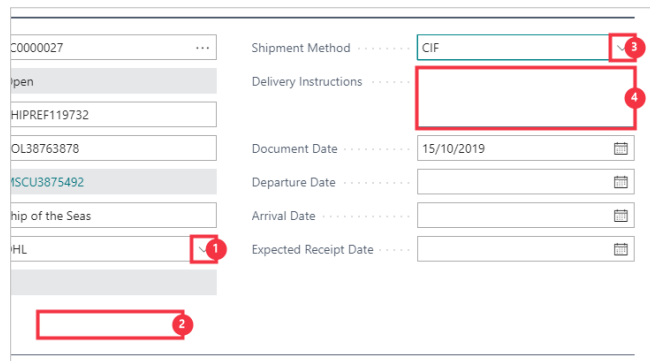
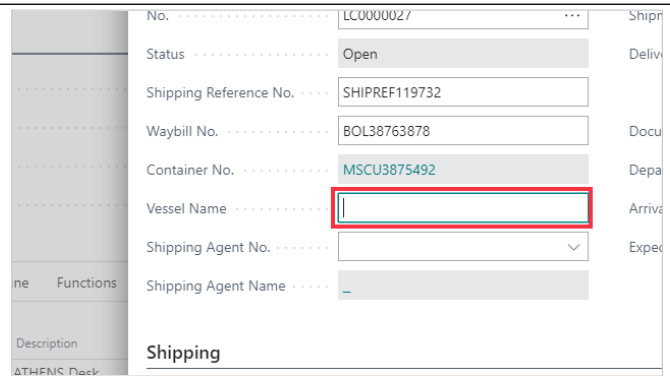
Click on the button **OK**



Click on the field **Vessel Name**



Enter **Vessel Name**.



1. Click on the lookup button **Shipping Agent No.**
2. Click on the link in cell **Code** with the value **DHL**
3. Click on the lookup button **Shipment Method**
4. Click on the textarea **Delivery Instructions, (Blank)**

Enter **Delivery Instructions, (Blank)**.

Method CIF

Instructions N

Arrival Date 15/10/2019

Departure Date

Expected Receipt Date

Click on the link **Open the date picker**

Method CIF

Instructions Notify Ops Manager on arrival

Arrival Date 15/10/2019

Departure Date

Expected Receipt Date

Open the date picker

Click on a date in the calendar

Arrival Date 15/10/2019

Departure Date

Expected Receipt Date

Country of Destination

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Today Done

Click on the link **Open the date picker**

Method CIF

Instructions Notify Ops Manager on arrival

Arrival Date 15/10/2019

Expected Receipt Date 1/11/2019

Country of Destination

Open the date picker

Click on a date in the calendar

Departure Date 1/11/2019

Arrival Date

Expected Receipt Date

Country of Destination

Port of Discharge

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Today Done

Click on the link **Open the date picker**

A screenshot of a shipping form. The 'Receipt Date' field is highlighted with a red box, and a small calendar icon next to it is also highlighted with a red box. A tooltip with the text 'Open the date picker' is visible next to the icon. Other fields include 'Notify Ops Manager on arrival', '15/10/2019', '1/11/2019', and '13/11/2019'. A table at the bottom right shows 'Direct Unit Cost Excl. VAT' and 'Line Amount Excl. VAT' with values 1,745.00, 756.00, 17,450.00, and 7,560.00.

Click on a date in the calendar

A screenshot of a calendar for November 2019. The date '15' is highlighted with a red box. The calendar is part of a form with fields for 'Receipt Date' (13/11/2019) and 'Expected Receipt Date'. A table at the bottom right shows 'Direct Unit Cost Excl. VAT' and 'Line Amount Excl. VAT' with values 1,745.00, 756.00, 17,450.00, and 7,560.00.

Click on the lookup button **Country of Origin**

A screenshot of a shipping form. The 'Country of Origin' dropdown menu is highlighted with a red box, and a small downward arrow icon next to it is also highlighted with a red box. Other fields include 'Ship or the seas', 'Arrival Date' (13/11/2019), 'Expected Receipt Date' (15/11/2019), and 'Country of Destination'. A table at the bottom right shows 'Direct Unit Cost Excl. VAT' and 'Line Amount Excl. VAT' with values 1,745.00, 756.00, 17,450.00, and 7,560.00.

Click on the link in cell **Code** with the value **AU**

A screenshot of a dropdown menu for 'Country of Origin'. The 'AU' option is highlighted with a red box. The menu lists various countries with their codes and names: AE (United Arab Emirates), AT (Austria), AU (Australia), BE (Belgium), BG (Bulgaria), and BA (Bosnia and Herzegovina). A tooltip with the text 'Select record "AU"' is visible next to the 'AU' option. Other fields include 'Country of Origin', 'Port of Loading', and 'Consignment Lines'.

Click on the field **Port of Loading**

A screenshot of a shipping form. The 'Port of Loading' field is highlighted with a red box. Other fields include 'Shipping Agent No.' (DHL), 'Shipping Agent Name', 'Country of Origin' (AU), and 'Country of Destination'. A table at the bottom right shows 'Assignment Method' and 'Per Con...'.

Enter **Port of Loading**.

The screenshot shows a shipping form with the following fields: Shipping Agent No. (DHL), Shipping Agent Name, Country of Origin (AU), and Port of Loading (M). The 'Port of Loading' field is highlighted with a red box. Below the form is a table with columns: Charge Item, Description, Assignment Method, and Per Con....

Click on the lookup button **Country of Destination**

The screenshot shows a form with a 'Country of Destination' dropdown menu open. The dropdown list includes: NO (Norway), NZ (New Zealand), PH (Philippines), PL (Poland), and PT (Portugal). The 'NZ' option is highlighted with a red box. A tooltip 'Look up value' is visible over the dropdown arrow.

Click on the link in cell **Code** with the value **NZ**

The screenshot shows a dropdown menu with the following options: NO (Norway), NZ (New Zealand), PH (Philippines), PL (Poland), and PT (Portugal). The 'NZ' option is selected and highlighted with a red box. A tooltip 'Select record "NZ"' is visible over the 'NZ' option.

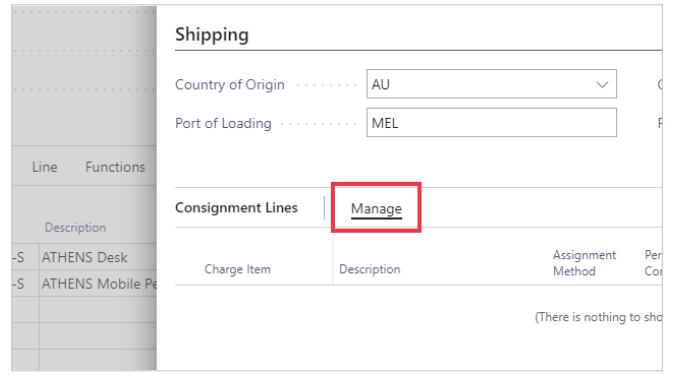
Click on the field **Port of Discharge**

The screenshot shows a form with the following fields: Expected Receipt Date (15/11/2019), Country of Destination (NZ), and Port of Discharge. The 'Port of Discharge' field is highlighted with a red box. Below the form is a table with columns: Assignment Method, Per Con..., Unit of Measure Code, Unit Cost (LCY), Vendor No., and No. of Orc Lin.

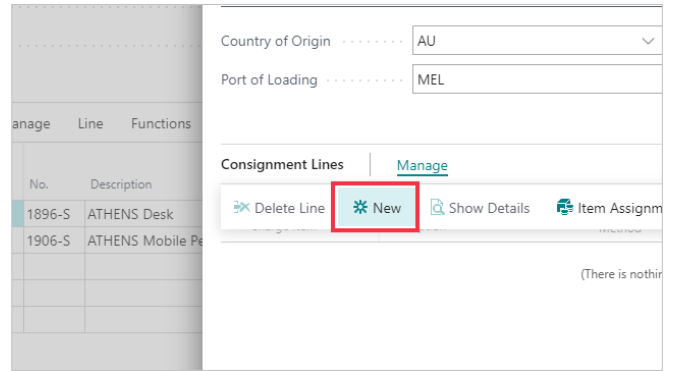
Enter **Port of Discharge**.

The screenshot shows a form with the following fields: Expected Receipt Date (15/11/2019), Country of Destination (NZ), and Port of Discharge (A). The 'Port of Discharge' field is highlighted with a red box. Below the form is a table with columns: Assignment Method, Per Con..., Unit of Measure Code, Unit Cost (LCY), Vendor No., and No. of Orc Lin.

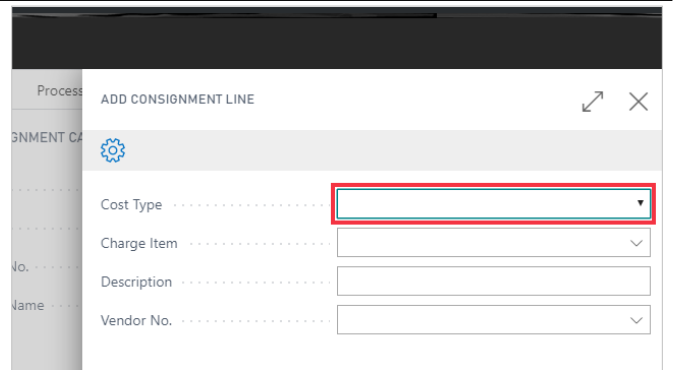
Click on the navigation menu item popup **Manage**



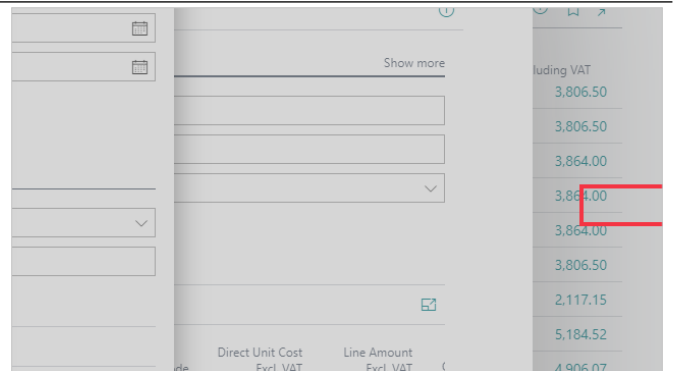
Click on the navigation menu item **New**



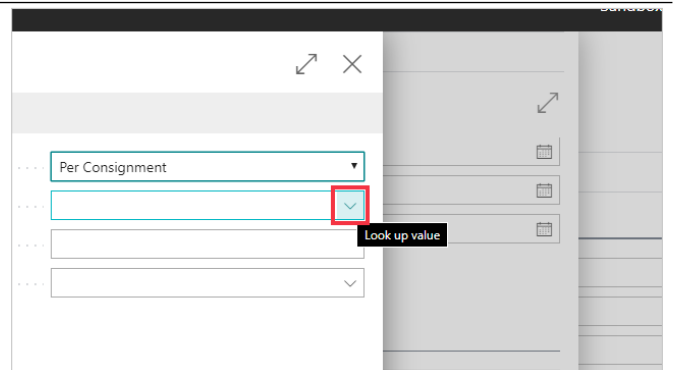
Click on the field **Cost Type**



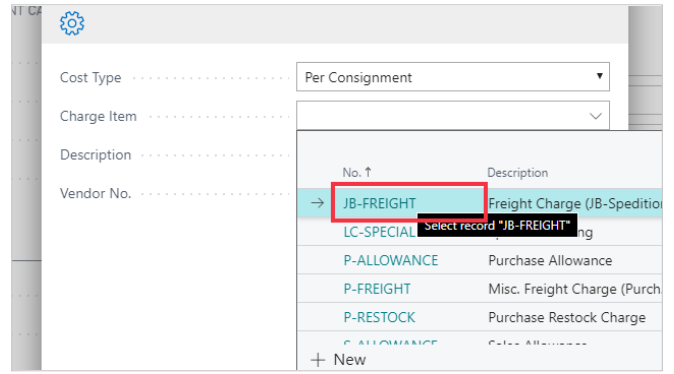
Click on the field **Cost Type**



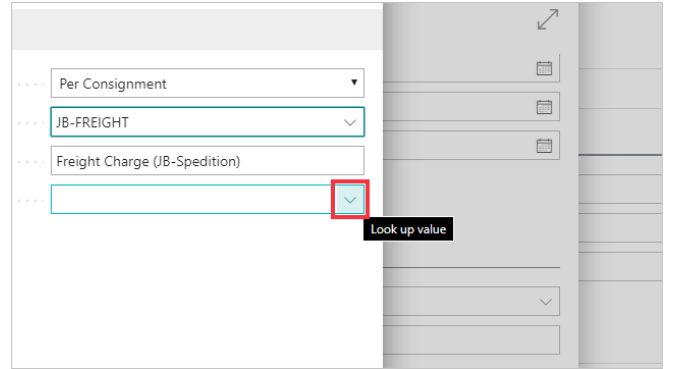
Click on the lookup button **Charge Item**



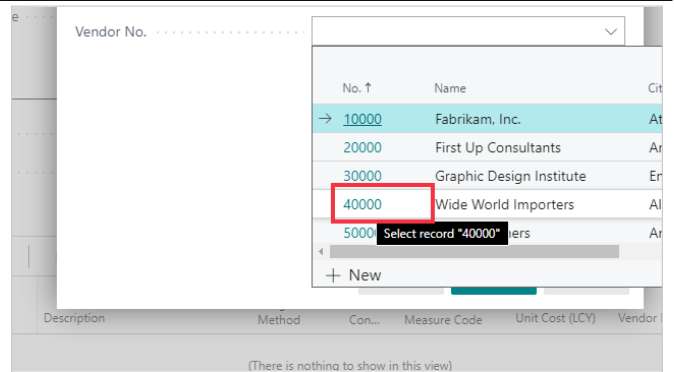
Click on the link in cell **No.** with the value **JB-FREIGHT**



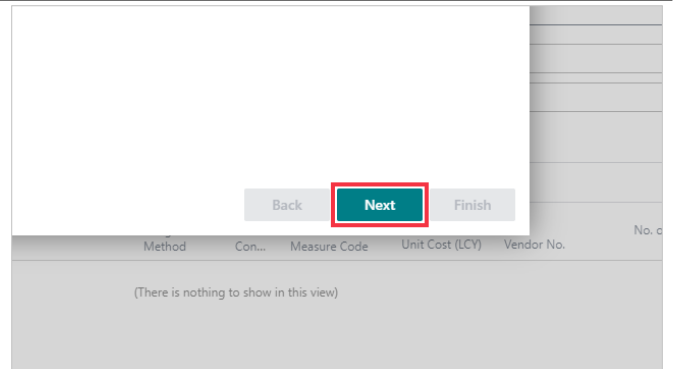
Click on the lookup button **Vendor No.**



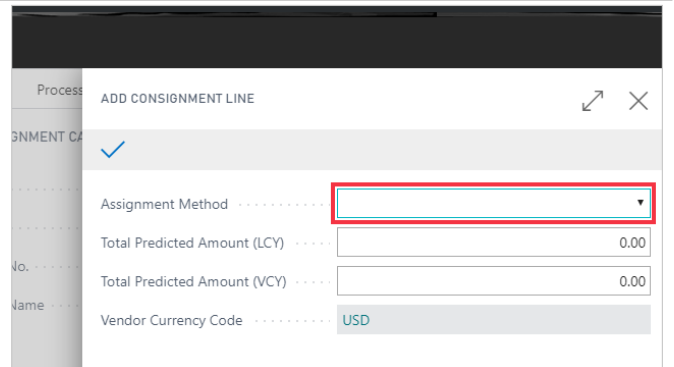
Click on the link in cell **No.** with the value **40000**



Click on the button **Next**



Click on the field **Assignment Method**



Click on the field **Total Predicted Amount (LCY)**

Process ADD CONSIGNMENT LINE

Assignment Method Weight

Total Predicted Amount (LCY) 0.00

Total Predicted Amount (VCY) 0.00

Vendor Currency Code USD

Enter **Total Predicted Amount (LCY)**.

Process ADD CONSIGNMENT LINE

Assignment Method Weight

Total Predicted Amount (LCY) 10.00

Total Predicted Amount (VCY) 0.00

Vendor Currency Code USD

Click on the field **Total Predicted Amount (VCY)**

Process ADD CONSIGNMENT LINE

Assignment Method Weight

Total Predicted Amount (LCY) 100.00

Total Predicted Amount (VCY) 0.00

Vendor Currency Code USD

Click on the field **Vendor Currency Code**

Assignment Method Weight

Total Predicted Amount (LCY) 100.00

Total Predicted Amount (VCY) 0.00

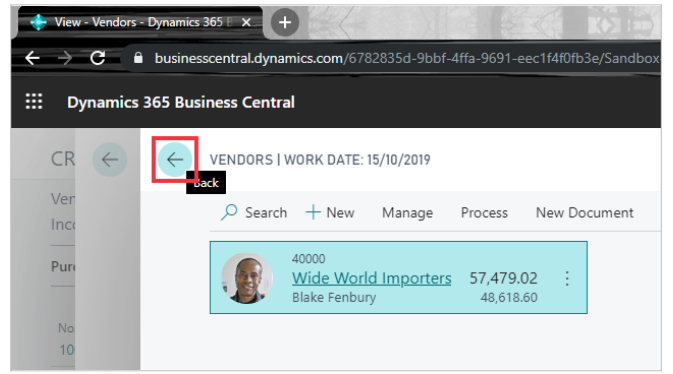
Vendor Currency Code USD

Open details for "Vendor Currency Code" "USD"

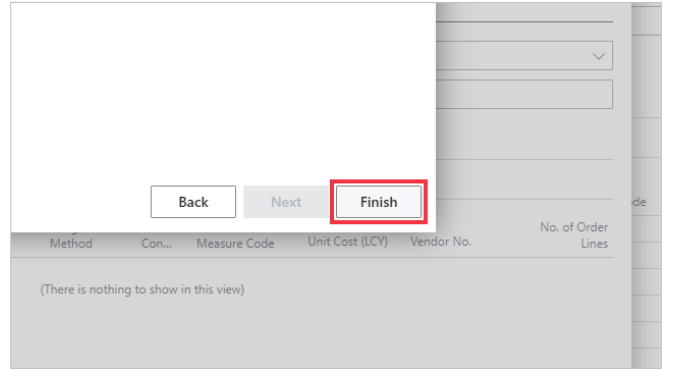
Click on the button **OK**

OK Cancel

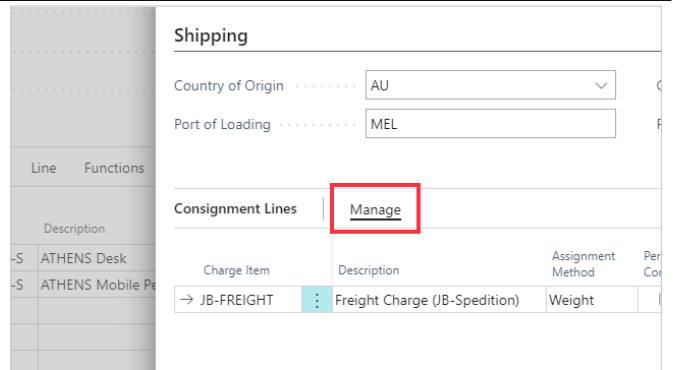
Click on the back button



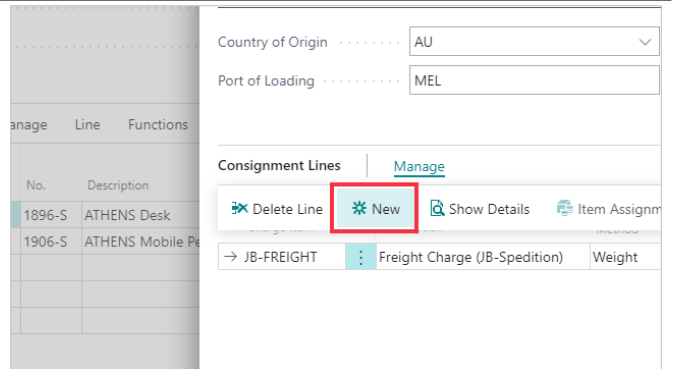
Click on the button **Finish**



Click on the navigation menu item popup **Manage**

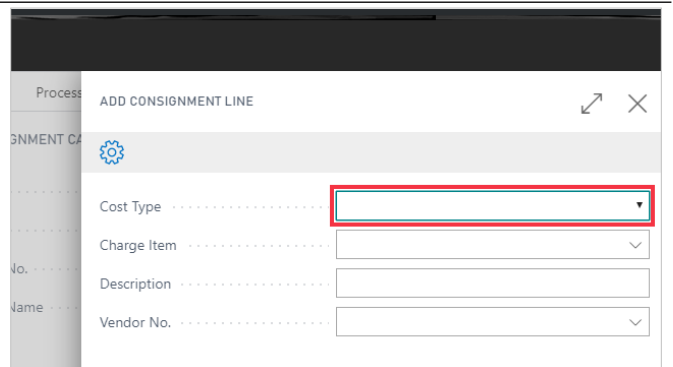


Click on the navigation menu item **New**

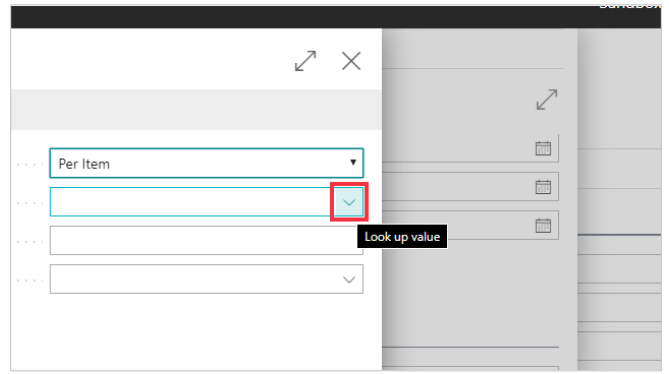


Example on assigning consignment costs per item

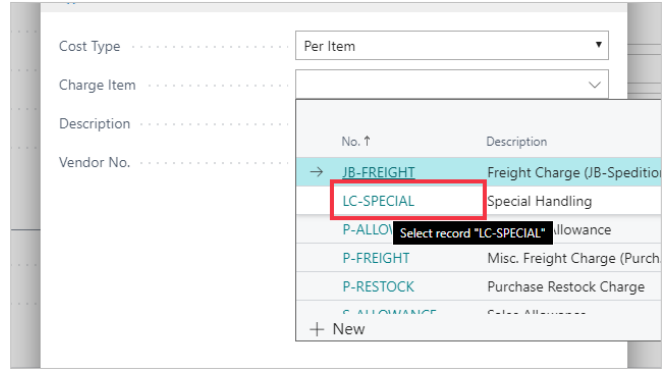
Click on the field **Cost Type**



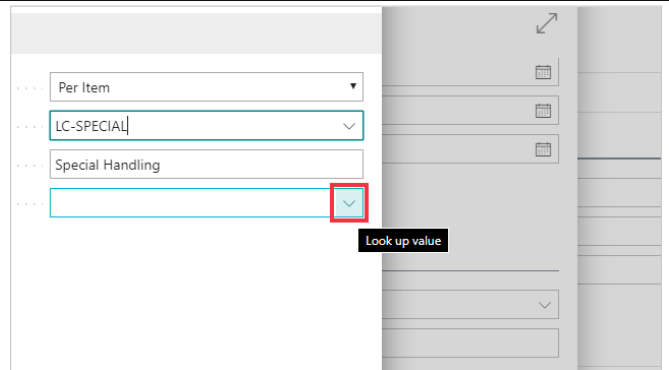
Click on the lookup button **Charge Item**



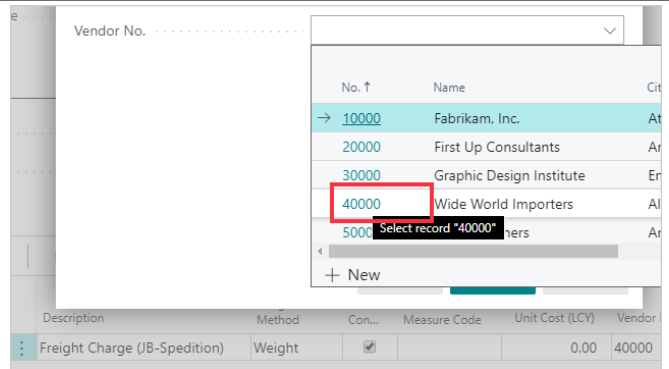
Click on the link in cell **No.** with the value **LC-SPECIAL**



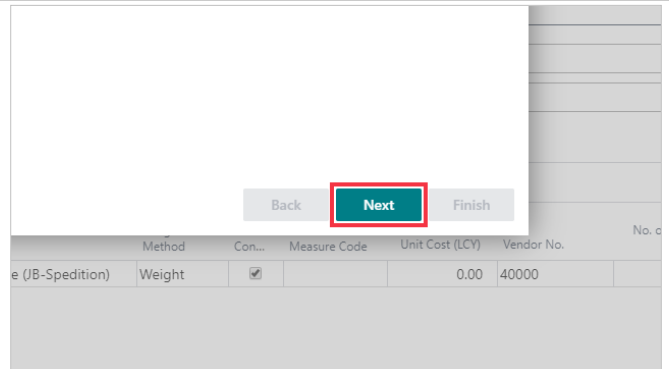
Click on the lookup button **Vendor No.**



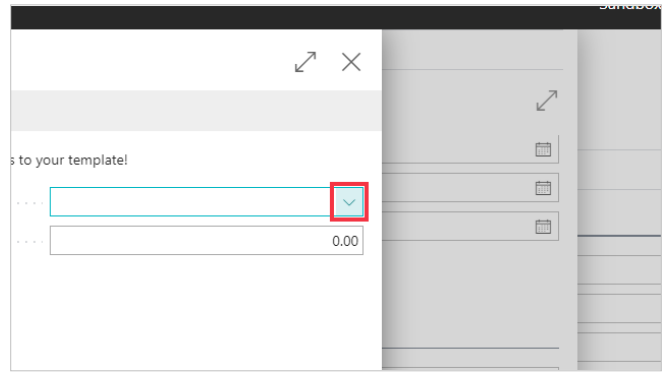
Click on the link in cell **No.** with the value **40000**



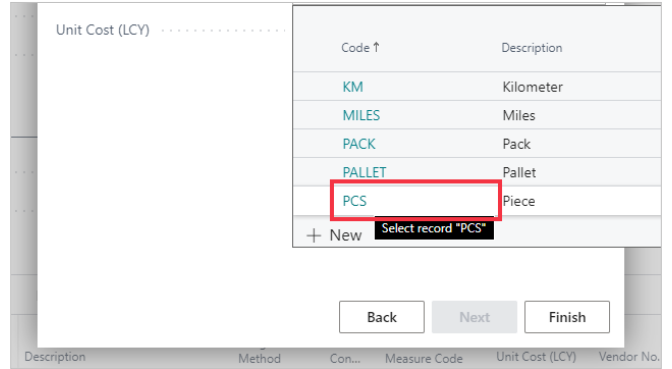
Click on the button **Next**



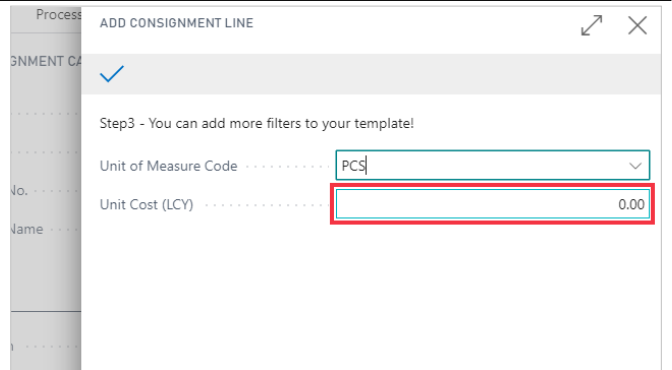
Click on the lookup button **Unit of Measure Code**



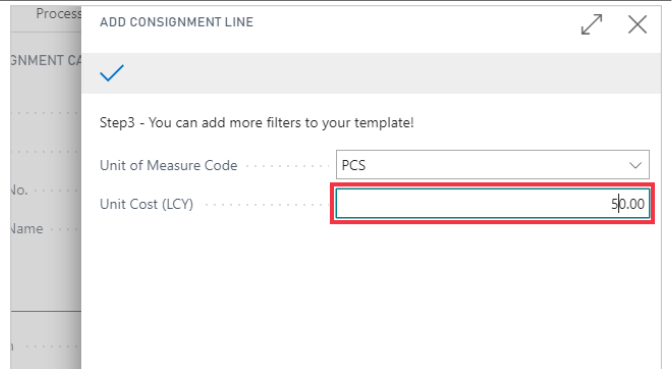
Click on the link in cell **Code** with the value **PCS**



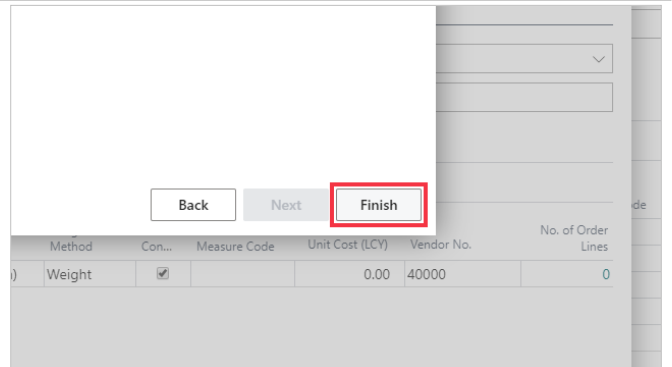
Click on the field **Unit Cost (LCY)**



Enter **Unit Cost (LCY)**.



Click on the button **Finish**

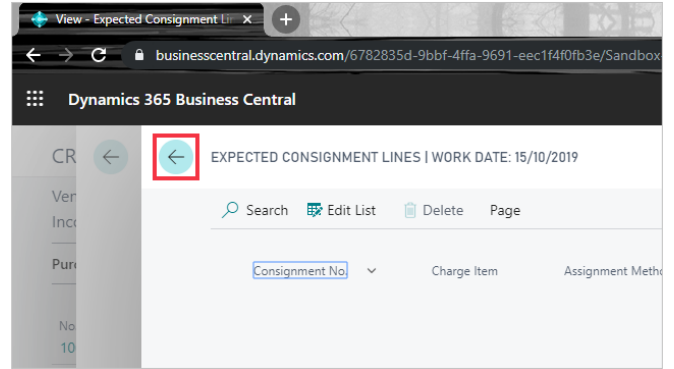


Click on the link in cell **Total Charge Cost Excl. VAT (LCY)** with the value **0.00**

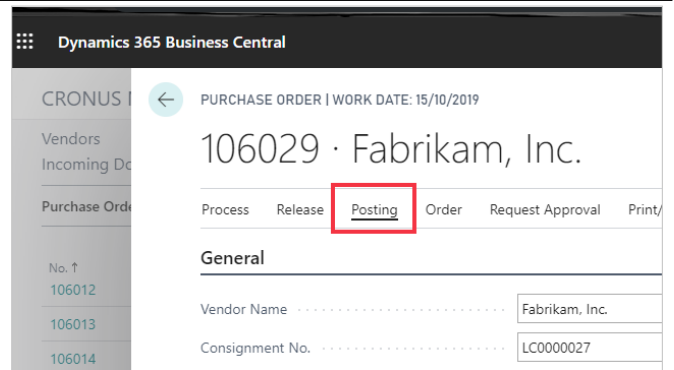
Location Code	Consignment No.	Total Charge Cost Excl. VAT (LCY)	Container No.	Bin C
ask	LC0000027	0.00	MSCU3875492	
obile Pedestal	LC0000027	0.00	MSCU3875492	

Open record "0.00"

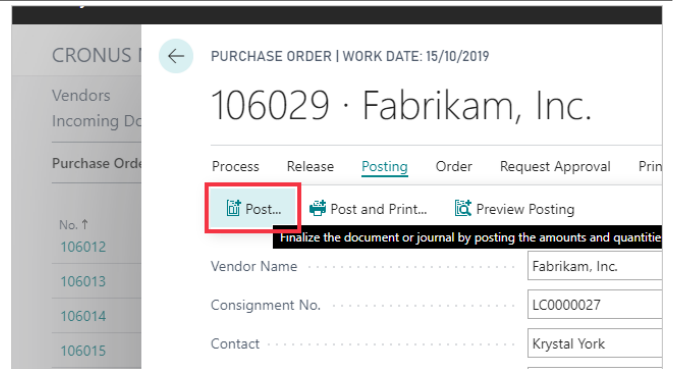
Click on the back button



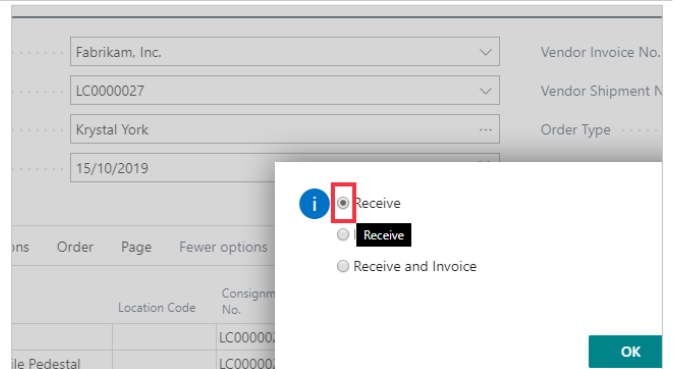
Click on the navigation menu item popup **Posting**



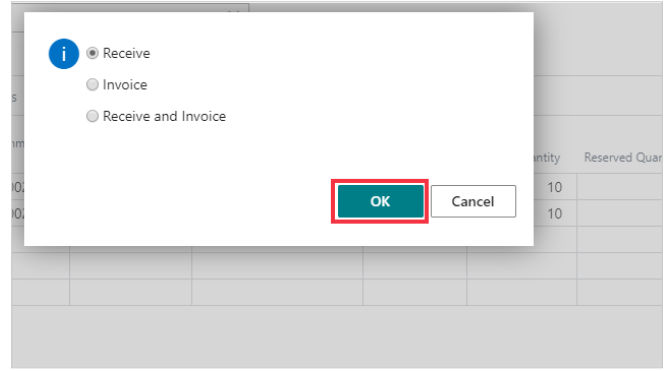
Click on the navigation menu item **Post...**



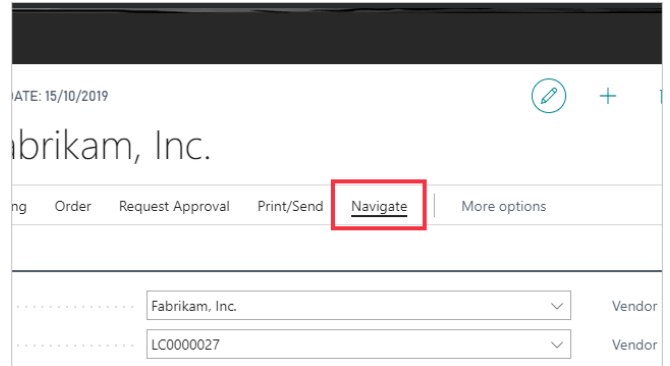
Click on the field **null**



Click on the button **OK**

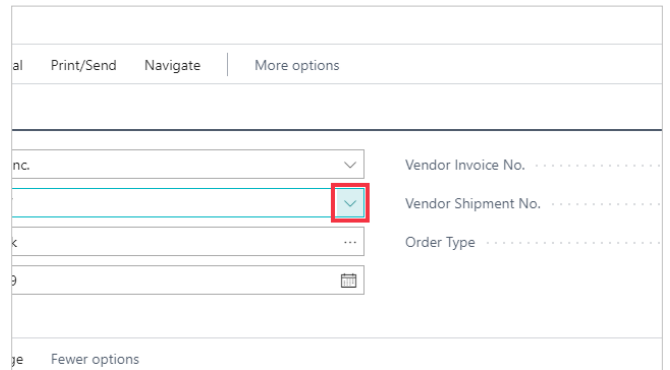


Click on the navigation menu item popup **Navigate**

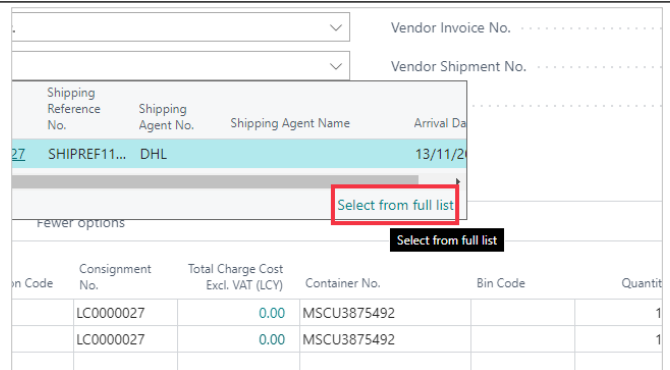


At this point in the process you can generate Landed Cost Invoices for the Consignment Vendors.

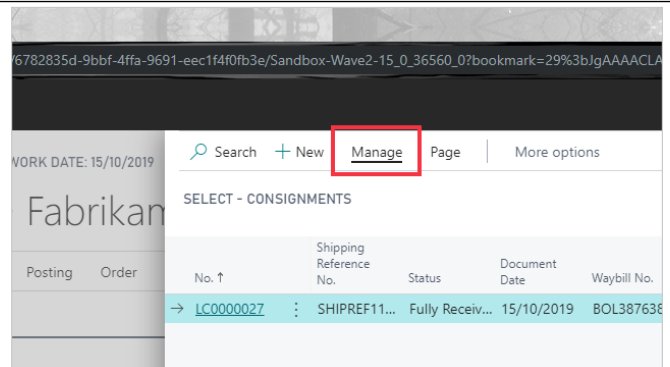
Click on the lookup button **Consignment No.**



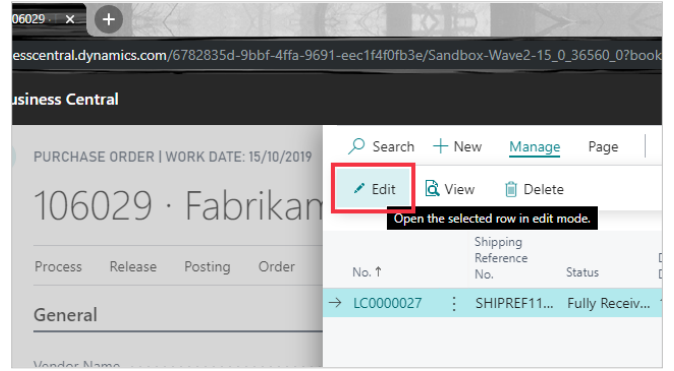
Click on the link **Select from full list**



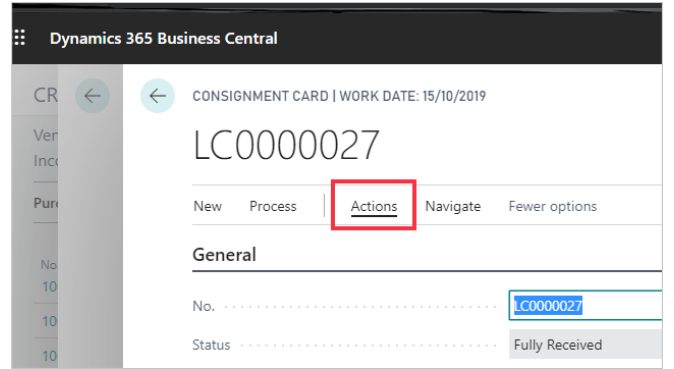
Click on the navigation menu item popup **Manage**



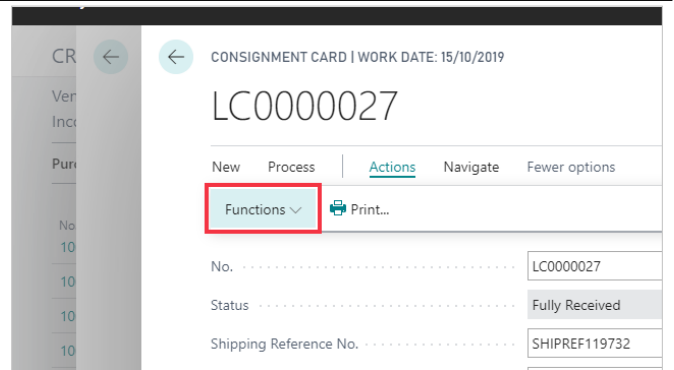
Click on the navigation menu item **Edit**



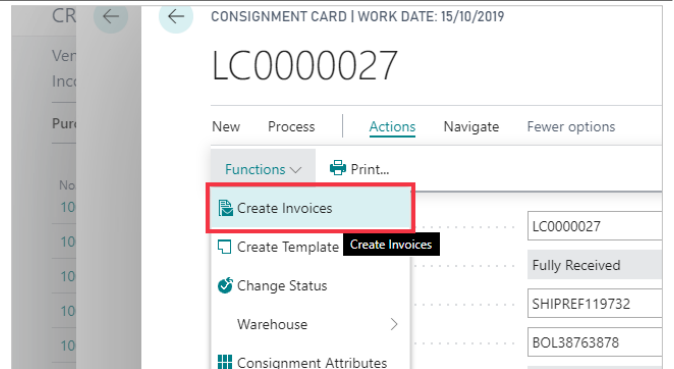
Click on the navigation menu item popup **Actions**



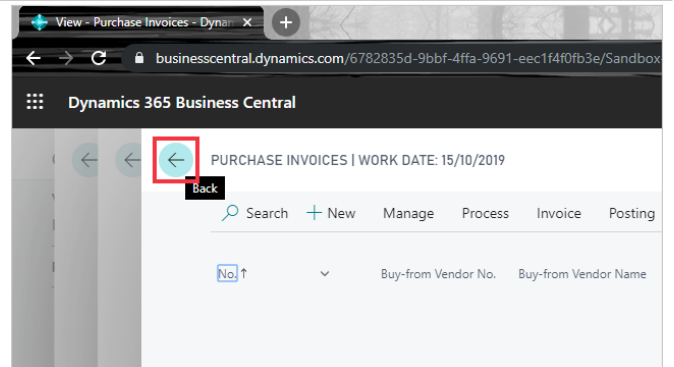
Click on the navigation menu item popup **Functions**



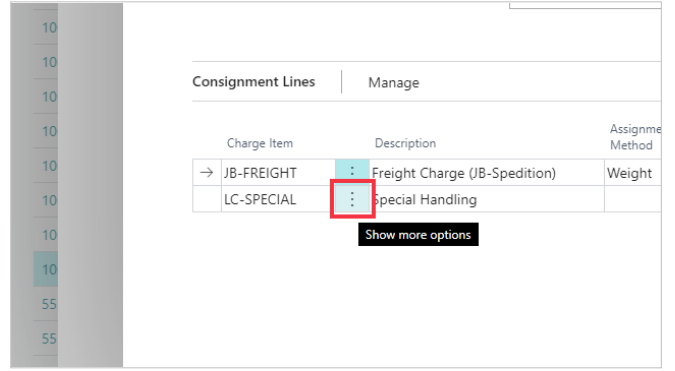
Click on the navigation menu item **Create Invoices**



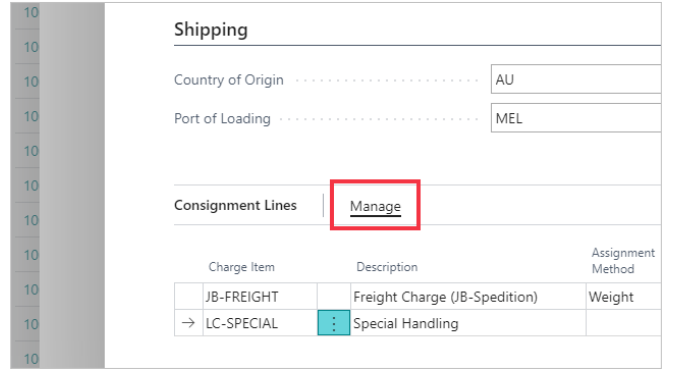
Click on the back button



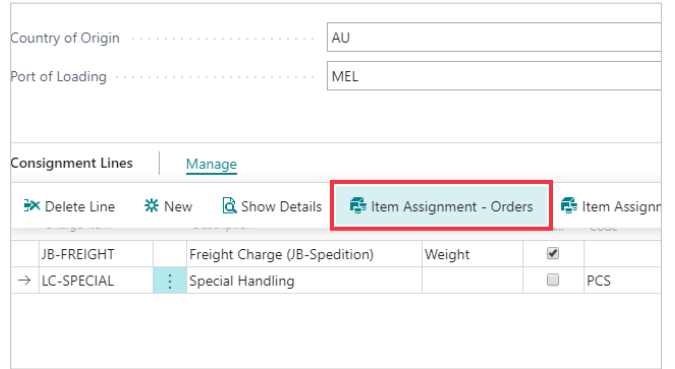
Click on the row menu button



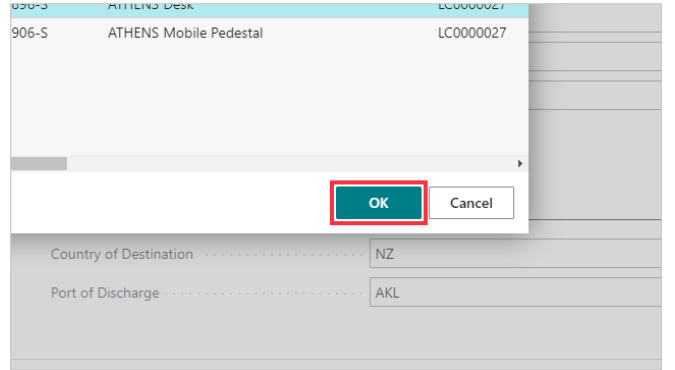
Click on the navigation menu item popup **Manage**



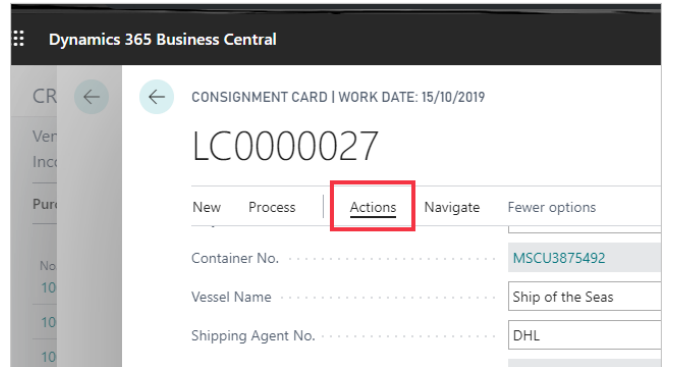
Click on the navigation menu item **Item Assignment - Orders**



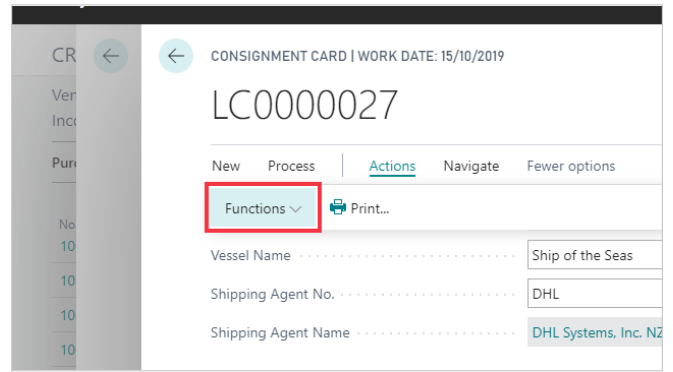
Click on the button **OK**



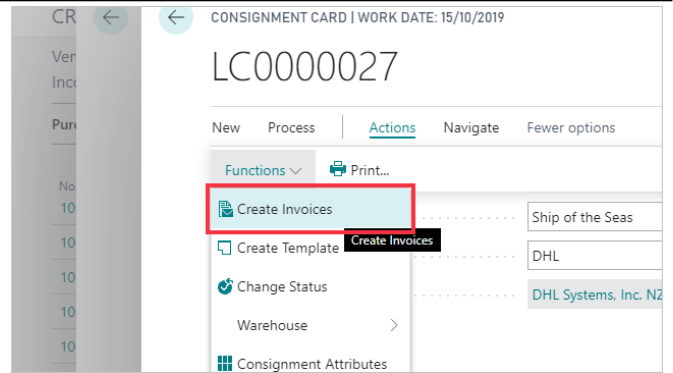
Click on the navigation menu item popup **Actions**



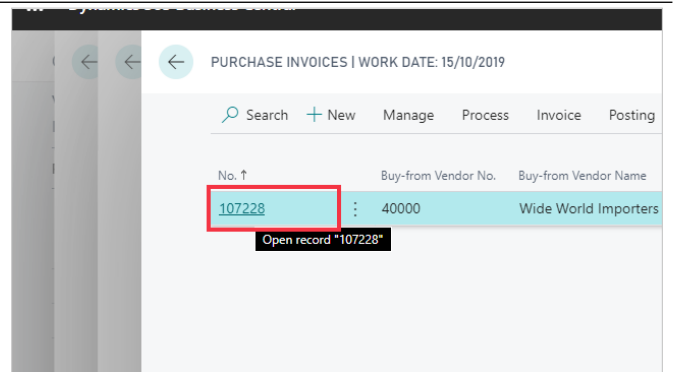
Click on the link **Functions**



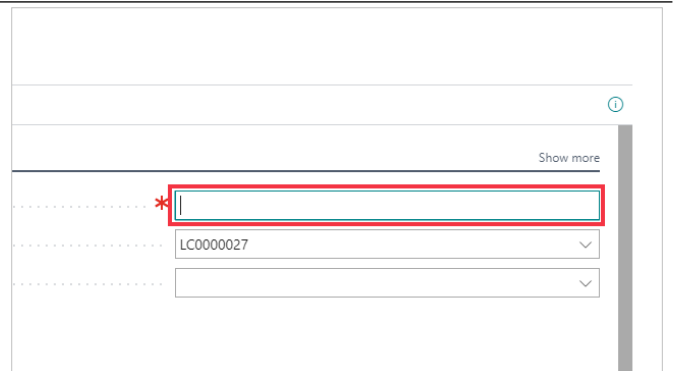
Click on the link **Create Invoices**



Click on the link in cell **No.** with the value **107228**



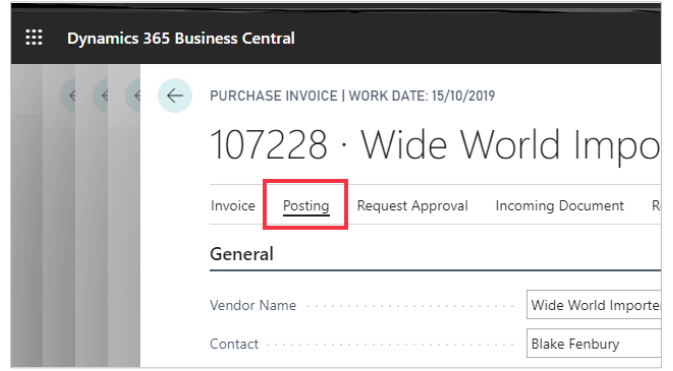
Click on the field **Vendor Invoice No.**



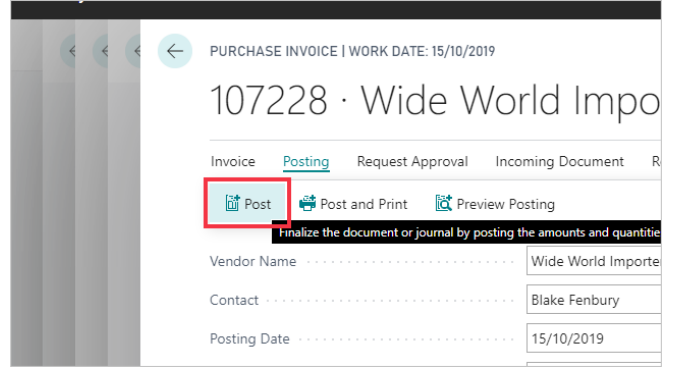
Enter **Vendor Invoice No.**



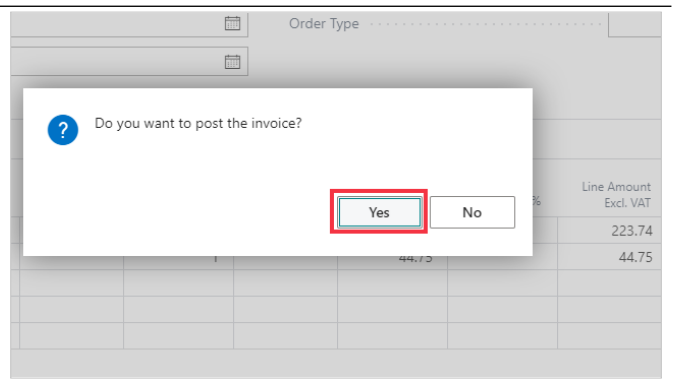
Click on the navigation menu item popup **Posting**



Click on the navigation menu item **Post**

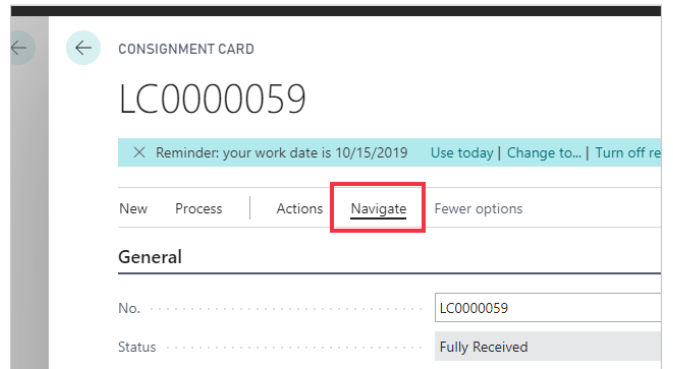


Click on the button **Yes**

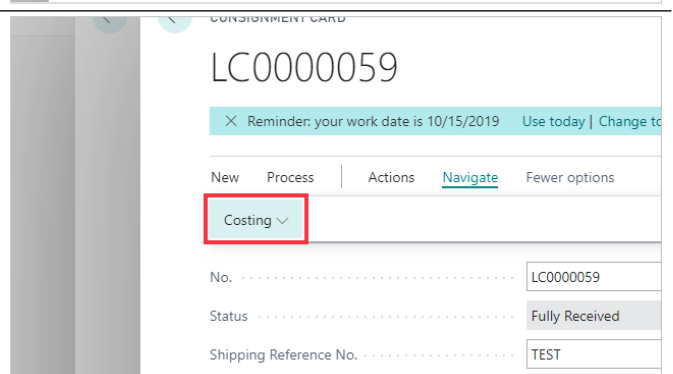


To access the Posted Invoice from the Consignment Card

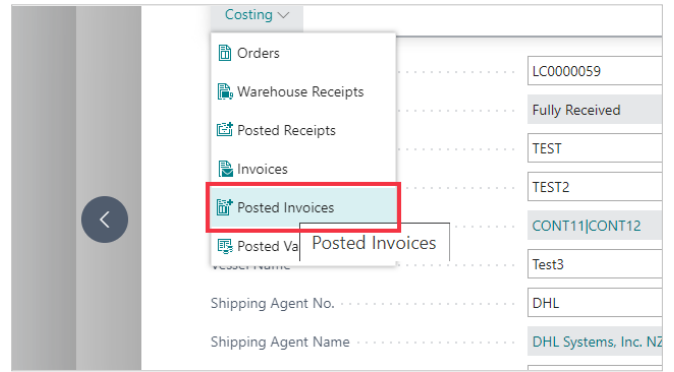
Click on the navigation menu item popup **Navigate**



Click on the link **Costing**



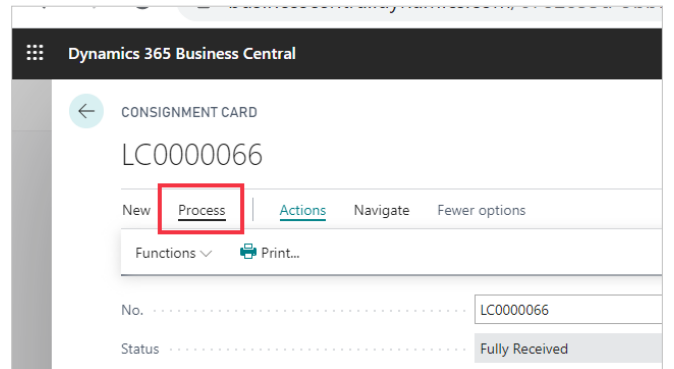
Click on the navigation menu item **Posted Invoices**



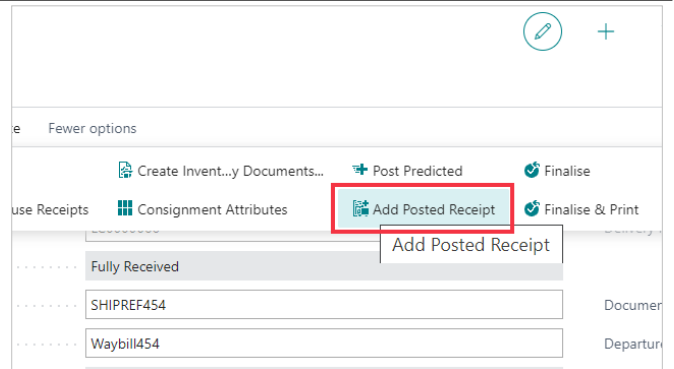
2.5. Adding Additional Receipts

Additional Posted Receipts can be added to a Consignment. This is done from the Consignment Card.

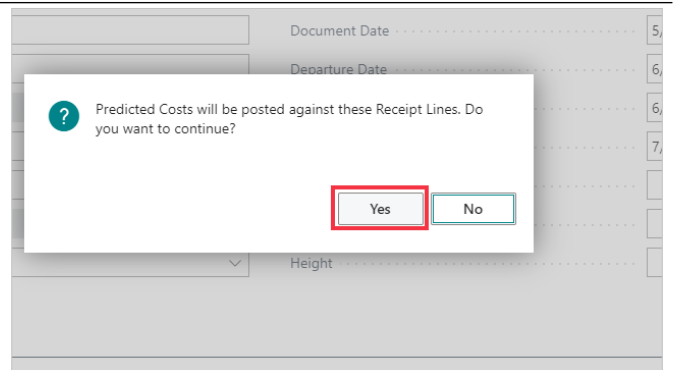
Click on the navigation menu item popup **Process**



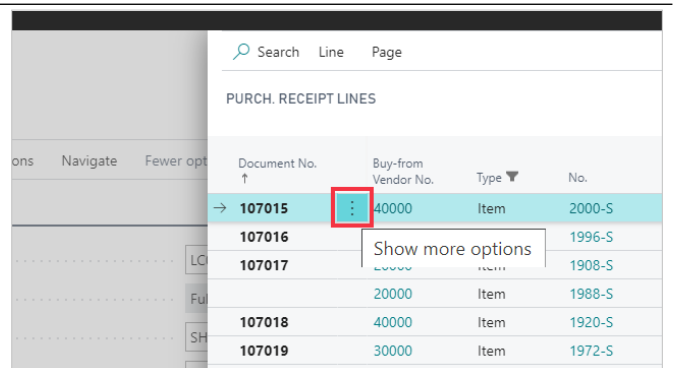
Click on the navigation menu item **Add Posted Receipt**



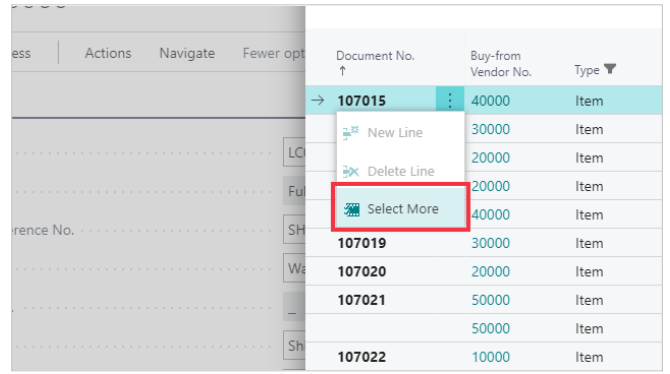
Click on the button **Yes**



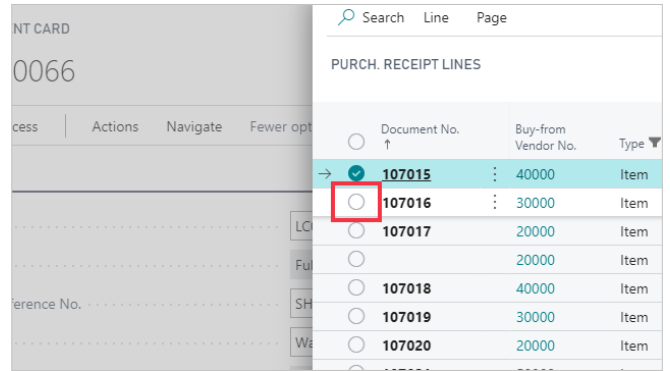
Click on the row menu button



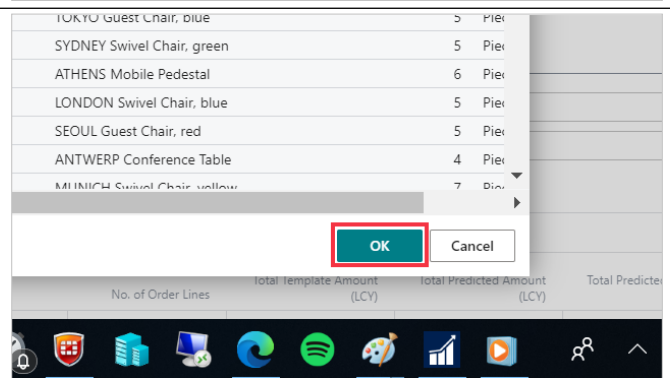
Click on the menu item **Select More**



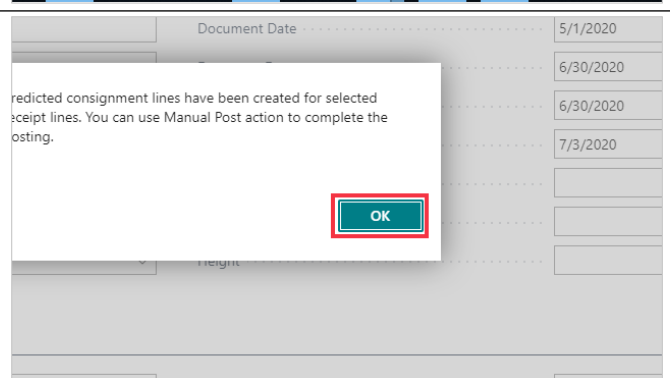
One or more Purchase Receipt lines can be added by checking next to the required lines.



Click on the button **OK**

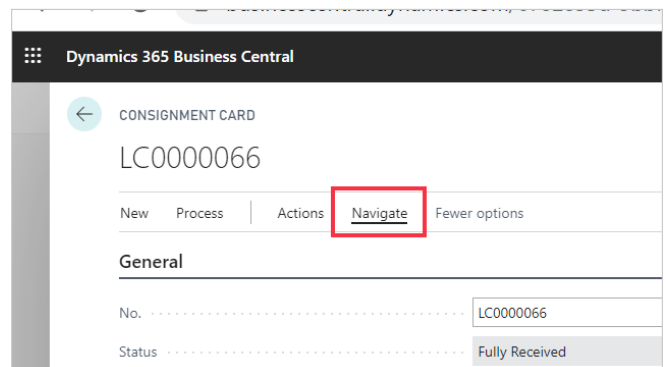


Click on the button **OK**

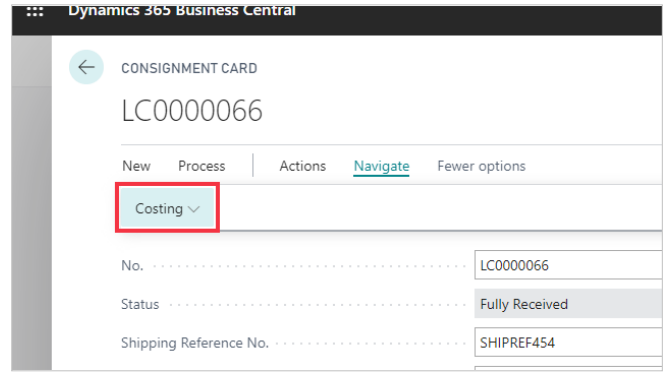


You can now review the newly updated Receipts

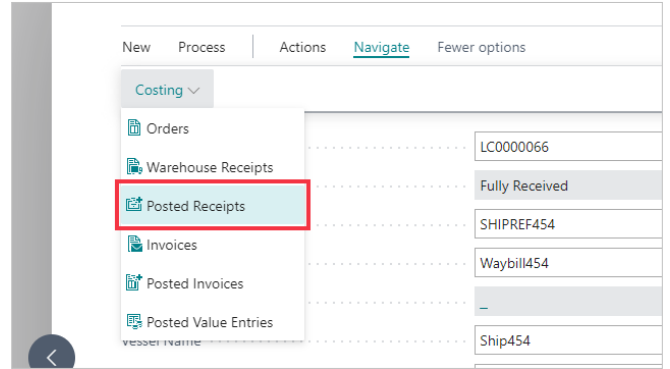
Click on the navigation menu item popup **Navigate**



Click on the link **Costing**

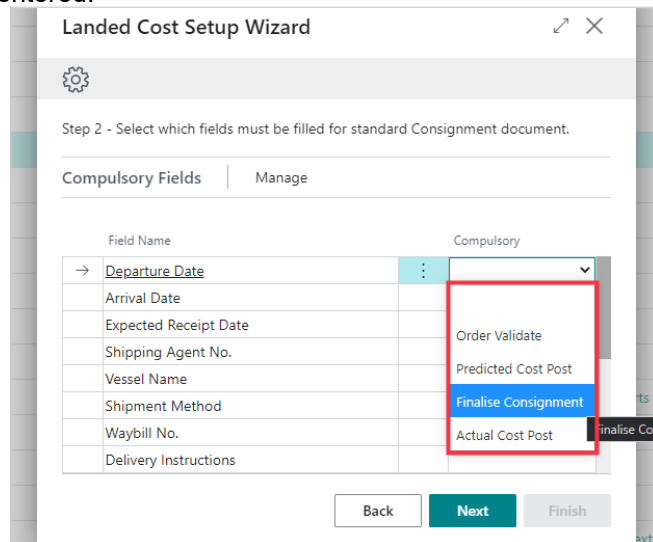


Click on the navigation menu item **Posted Receipts**



2.6. Compulsory and Customisable Consignment Fields

During setup certain fields on the consignment can be set to be compulsory, and the earliest point at which to validate the field has been entered.

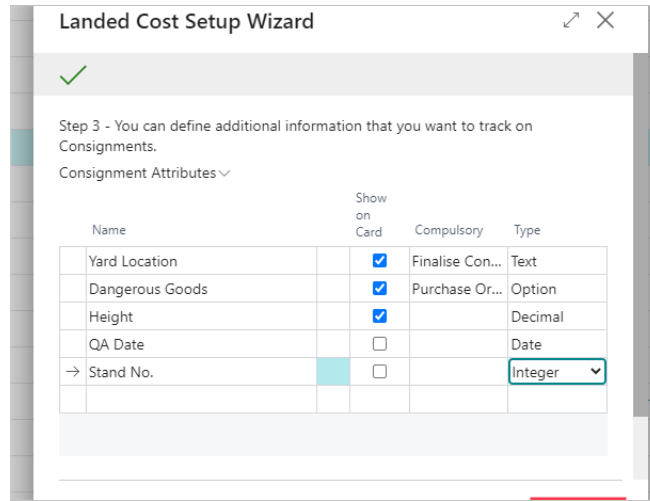


- If a field is to be compulsory, you select the earliest point to validate that the field has been entered. Latter validation points will recheck each time for that field containing a value. Leaving the Compulsory field blank leaves that field as optional.

Also during setup, there are customisable fields that can be added as Consignment Attributes that you specify, allowing for customisable information to be captured.

These fields can be set as Compulsory also, using the same validation points as above.

An attribute can be one of the following types: Text - This allows the user type free text, allowing up to 100 characters. Integer - whole numbers only, positive and negative. Decimal - numerical values with decimal places. Date - date format, and will display the date picker. Option - option drop list, which you specify each option. This will use the 'Consignment Attribute Values' table to hold each of the options.

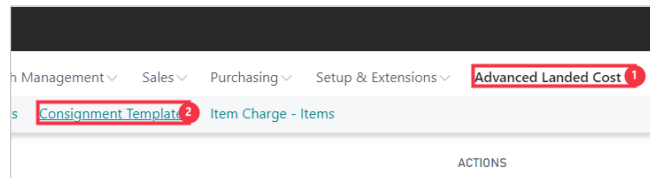


- Up to 5 attributes can be set to show on the Consignment Card, the rest will be available on the Consignment Attributes secondary page accessed from the Consignment Card.

3. Consignment Templates

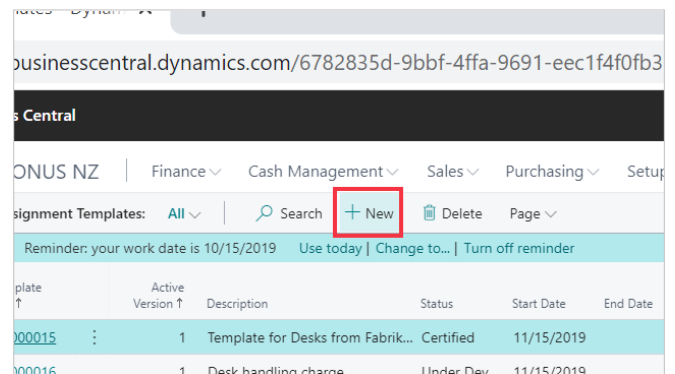
3.1. Creating a Per Consignment Template

Per Consignment Templates are cost charge templates designed to be applied to an entire consignment. However it will still only apply to Purchase Order lines that are valid for that application method. For example, if you have any items in the consignment that have no weight specified on the Item Card, then any Per Consignment charges apportioned by Weight will not apply to those lines.



1. Click on the navigation menu item popup **Advanced Landed Cost**
2. Click on the navigation menu item **Consignment Templates**

Click on the navigation menu item **New**



1. Click on the field **Template No.** - Press the **Enter** key.

2. Click on the field **Description** - Enter **Description**.

On the Template you can set up the start and/or end dates for when the template will be valid. If the dates are left blank then the Template is always valid.

1. Click on the link **Open the date picker**
2. Click on a date in the calendar

1. Click on the field **End Date**
2. Click on a date in the calendar

Select the **Template Type** that you need. In this example we are setting up **Per Consignment**.

On the template you can set the following filters to specify when the template should apply. If no filters (or dates) are set, it will always apply.

Code ↑	Name
→ AE	United Arab Emirates
AT	Austria
AU	Australia
BE	
BG	

1. Click on the field **Country Code**
2. Click on the link in the cell **Code** with the value **AU** to apply this template to orders being sent from **AU**.

Country Code	AU
Shipment Method	<input type="text"/>
Shipping Agent	
Shipping Agent Name	
Vendor No.	
Location Code	

Code ↑	Description
→ CFR	Cost and Freight
CIF	Cost Insurance and Freight
CIP	Select record "CIF" and Insurance Paid
CPT	Carriage paid to

1. Click on the field **Shipment Method**
2. Click on the link in the cell **Code** with the value **CIF** to apply this template to Purchase Orders with **CIF** Shipment Method

Shipment Method	CIF
Shipping Agent	<input type="text"/>
Shipping Agent Name	
Vendor No.	
Location Code	

Code ↑	Name
→ DHL	DHL Systems, Inc. NZ
FEDEX	Federal Express Corporation
NZPD	Select record "FEDEX"

1. Click on the field **Shipping Agent**
2. Click on the link in the cell **Code** with the value **FEDEX** to apply this template to Purchase Orders with **FEDEX** Shipment Agent

Shipping Agent Name	
Vendor No.	<input type="text"/>
Location Code	

No. ↑	Name	City
→ 10000	Abrikam, Inc.	Atlanta
20000	Select record "10000"	Annes Br

1. Click on the field **Vendor No.**
2. Click on the link in the cell **No.** with the value **10000** to apply this template to Purchase Orders with Vendor **10000**

Vendor No.	10000
Location Code	<input type="text"/>

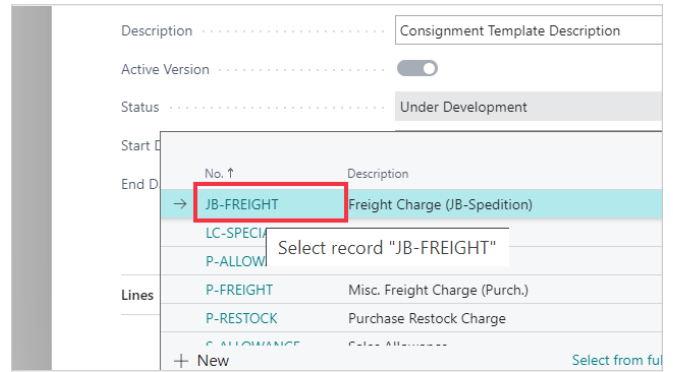
Code ↑	Name
→ EAST	East Warehouse
MAIN	Select record "EAST" use
OUT	

1. Click on the field **Location Code**
2. Click on the link in the cell **Code** with the value **EAST** to apply this template to Purchase Order lines with Location Code **EAST**

Now we add the **Charge Item**'s for this template. Click on the cell **Charge Item** to show the list.

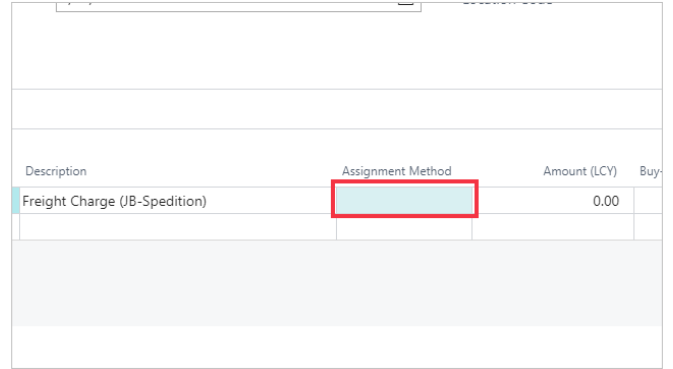
Charge Item	Description
→ <input type="text"/>	

Click on the link in cell **No.** with the desired Charge Item **No.** to assign to the template

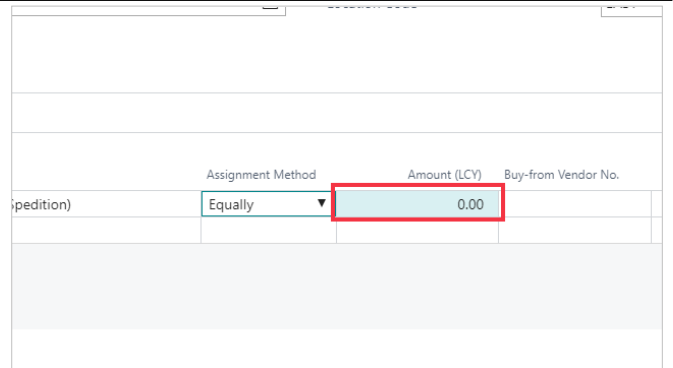


Click on the cell **Assignment Method** with the desired apportionment from **Equally**

Amount
Cubage
Weight
Quantity
Duty
Amount+Duty



Click on the cell **Amount (LCY)** and enter the value of the charge.

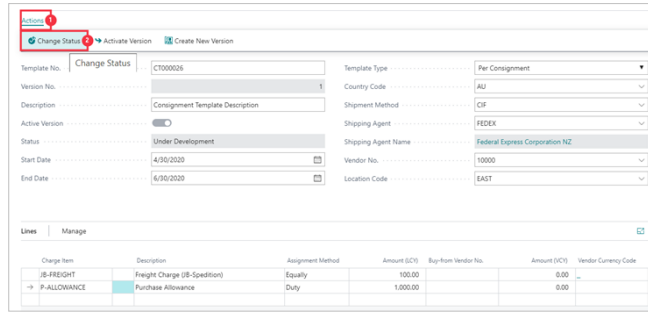


The Buy-from Vendor No. for each charge specifies the Vendor that the charge invoice will be raised against. This is mandatory once on an actual consignment, but can be left blank on Templates to allow the actual vendor to be specified later.

Charge Item	Description	Assignment Method	Amount (LCY)	Buy-from Vendor No.
JB-FREIGHT	Freight Charge (JB-Spedition)	Equally	100.00	
→ P-ALLOWANCE	Purchase Allowance	Duty	0.00	

1. Now we add a second **Charge Item** to this template. Click on the cell **Charge Item** to show the list.
2. Click on the cell **Assignment Method** with the value **Equally Amount Cubage Weight Quantity Duty Amount+Duty**
3. Click on the cell **Amount (LCY)** with the value **0.00** - Enter **Amount (LCY)**.

The Template will initially be set to Under Development. While in this state it cannot be used. When all changes are complete, the Status must be changed to Certified to activate the Template for use. Conversely the Status must be changed to Under Development to make changes to the template.

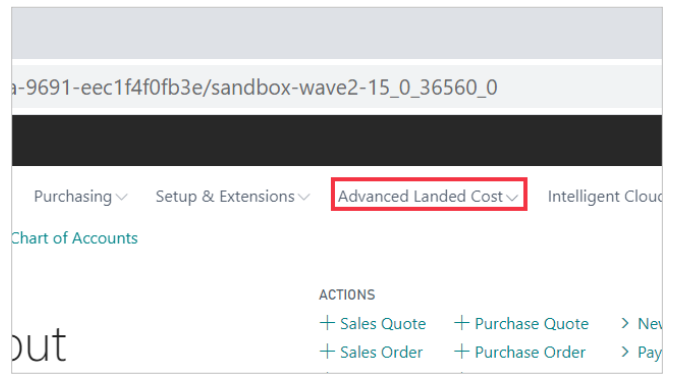


1. Click on the navigation menu item popup **Actions**
2. Click on the navigation menu item **Change Status**

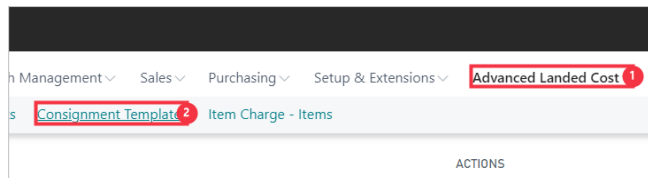
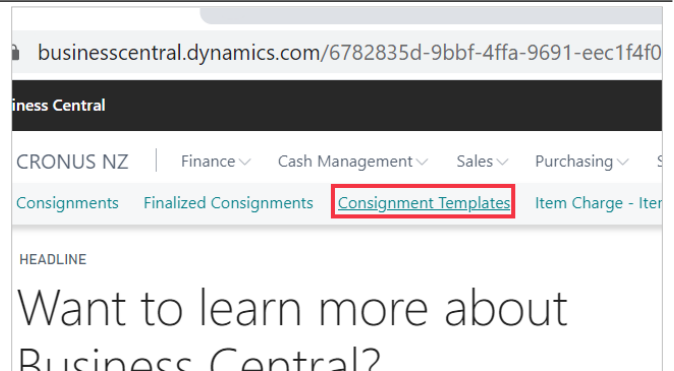
3.2. Creating a Per Item Template

Per Item Templates are cost charge templates designed to be applied to specific items in a consignment, rather than the whole consignment.

Click on the navigation menu item popup **Advanced Landed Cost**

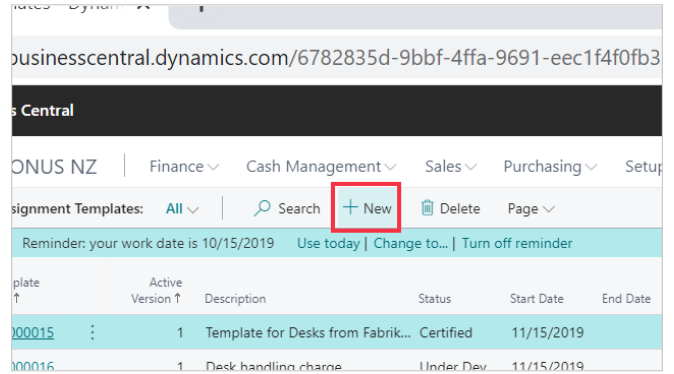


Click on the navigation menu item **Consignment Templates**



1. Click on the navigation menu item popup **Advanced Landed Cost**
2. Click on the navigation menu item **Consignment Templates**

Click on the navigation menu item **New**



General

Template No. CT000026 1

Version No. 1

Description 2

Active Version

1. Click on the field **Template No.** - Press the **Enter** key.
2. Click on the field **Description** - Enter **Description**.

On the Template you can set up the start and/or end dates for when the template will be valid. If the dates are left blank then the Template is always valid.

Status Under Development

Start Date 1

End Date 2

Lines | Manage

April 2020

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Go to today Done

1. Click on the link **Open the date picker**
2. Click on a date in the calendar

Start Date 4/30/2020 1

End Date 2

Lines | Manage

April 2020

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Go to today Done

1. Click on the field **End Date**
2. Click on a date in the calendar

After the selection of 'Per Item' additional fields become visible on the Consignment page allowing for more detailed Item filters for when this template is to apply.

Template Type 1

Country Code 2

Shipment Method 2

Shipping Agent 2

Per Consignment

Per Consignment

Per Item

Per Item

1. Click on the field **Template Type**
2. Click on the item **Per Item** in the list

On the template you can set the following filters to specify when the template should apply. If no filters (or dates) are set, it will always apply.

A screenshot of a filter configuration form. At the top right, there is a button labeled 'show less' which is highlighted with a red box. Below it, there are several dropdown menus for filtering: Location Code, Item Category, Item, Variant Code, Item Attribute 1, Item Attribute 2, Item Attribute 3, Item Attribute 4, and Item Attribute 5. The 'Item Attribute 1' dropdown is also highlighted with a red box.

- Click on the button **Show more** to see Item Attributes to also filter on
- Specify any Item Attribute filters

A screenshot of a 'Country Code' dropdown menu. The dropdown is open, showing a list of countries with their codes and names. The 'AU' row, representing Australia, is highlighted with a red box and has a red circle with the number '2' next to it. The dropdown menu itself is highlighted with a red box and has a red circle with the number '1' next to it.

Code ↑	Name
→ AE	United Arab Emirates
AT	Austria
AU	Australia
BE	Belgium

1. Click on the field **Country Code**
2. Click on the link in the cell **Code** with the value **AU** to apply this template to orders being sent from **AU**.

A screenshot of a 'Shipment Method' dropdown menu. The dropdown is open, showing a list of shipment methods with their codes and descriptions. The 'CIP' row, representing Carriage and Insurance Paid, is highlighted with a red box and has a red circle with the number '2' next to it. The dropdown menu itself is highlighted with a red box and has a red circle with the number '1' next to it.

Code ↑	Description
→ CFR	Cost and Freight
CIF	Cost Insurance and Freight
CIP	Carriage and Insurance Paid
CPT	Carriage Paid to

1. Click on the field **Shipment Method**
2. Click on the link in the cell **Code** with the value **CIP** to apply this template to Purchase Orders with **CIP** Shipment Method

A screenshot of a 'Shipping Agent' dropdown menu. The dropdown is open, showing a list of shipping agents with their codes and names. The 'NZPOST' row, representing NZ Post, is highlighted with a red box and has a red circle with the number '2' next to it. The dropdown menu itself is highlighted with a red box and has a red circle with the number '1' next to it.

Code ↑	Name
→ DHL	DHL Systems, Inc. NZ
FEDEX	Federal Express Corporation
NZPOST	NZ Post
OV	Select record "NZPOST" ics

1. Click on the field **Shipping Agent**
2. Click on the link in the cell **Code** with the value **NZPOST** to apply this template to Purchase Orders with **NZPOST** Shipment Agent

No. ↑	Name	City
10000	fabrikam, Inc.	Atlanta
20000	Select record "10000"	Annes Br
30000		Ex

1. Click on the field **Vendor No.**
2. Click on the link in the cell **No.** with the value **10000** to apply this template to Purchase Orders with Vendor **10000**

Click on the link in the cell **Location Code** with the value to apply this template to Purchase Order lines with that Location Code

Code	Description
CHAIR	Office Chair
DESK	Select record "CHAIR"
TABLE	

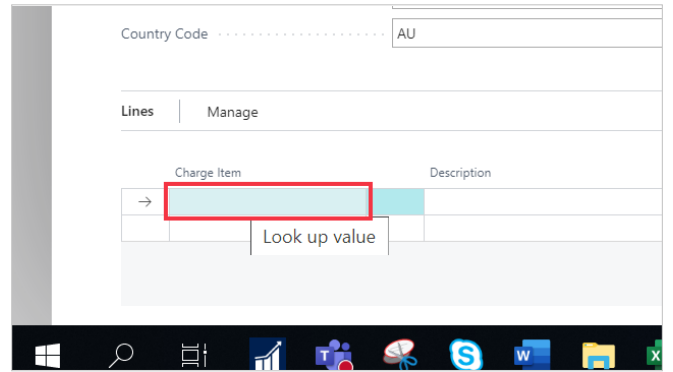
1. Click on the field **Item Category**
2. Click on the link in the cell **Code** with the value **CHAIR** to apply this template to Purchase Order lines with Item Category **CHAIR**

Click on the link in the cell **Item** with the value to apply this template to Purchase Order lines with that Item Code. This will only apply to the mentioned code(s) here, so all other filters specified need to apply to the item code(s) mentioned or else it will not apply.

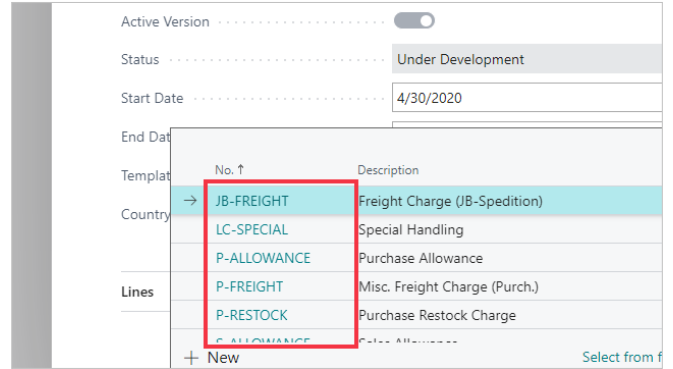
Click on the link in the cell **Variant Code** with the value to apply this template to Purchase Order lines with the specified Item Code Variant.

Now we add the Charge Item's for this template.

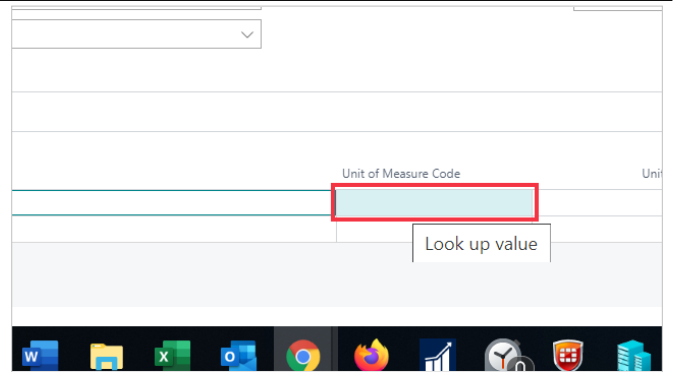
Now we add the **Charge Item**'s for this template. Click on the cell **Charge Item** to show the list.



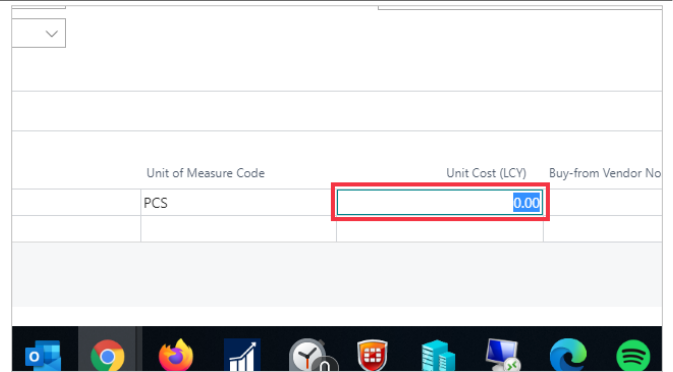
Click on the link in cell **No.** on any row



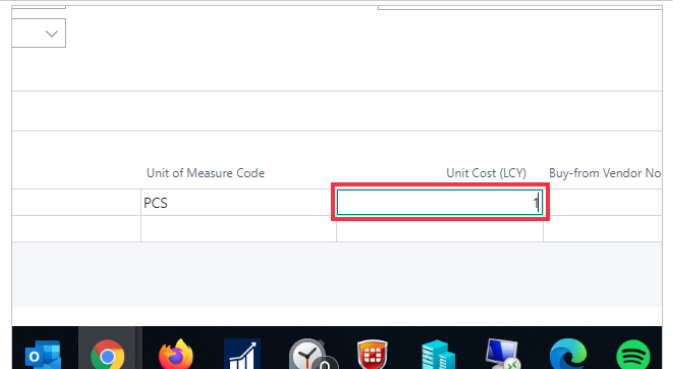
Click on the cell **Unit of Measure Code** and select the Code that represents the units for the Unit Cost. This can be left blank to allow for multiple **Unit of Measure Codes** - Calculations will be based on Purchase Unit of Measure Code for each item if blank.



Click on the cell **Unit Cost (LCY)** with the value **0.00**



Enter **Unit Cost (LCY)**.



The Buy-from Vendor No. for each charge specifies the Vendor that the charge invoice will be raised against. This field is mandatory once on an actual consignment, but can be left blank on Templates to allow the actual vendor to be specified later.

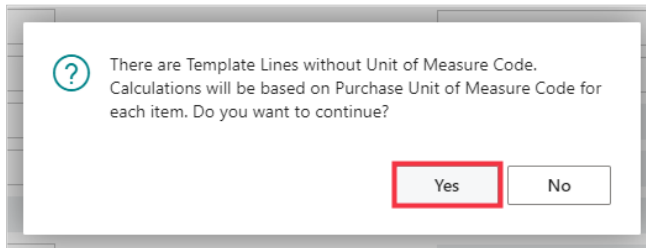
Charge Item	Description	Unit of Measure Code	Unit Cost (LCY)	Buy From Vendor No.
JB-FREIGHT		PCS	12.39	
→ LC-SPECIAL	Special Handling	PCS	5.45	

1. Now we add a second **Charge Item** to this template. Click on the cell **Charge Item** to show the list.
2. Click on the cell **Description** - Enter **Description**.
3. Click on the cell **Unit of Measure Code**
4. Click on the cell **Unit Cost (LCY)** with the value **0.00** - Enter **Unit Cost (LCY)**. Press the **Enter** key.

The Template will initially be set to Under Development. While in this state it cannot be used. When all changes are complete, the Status must be changed to Certified to activate the Template for use. Conversely the Status must be changed to Under Development to make changes to the template.

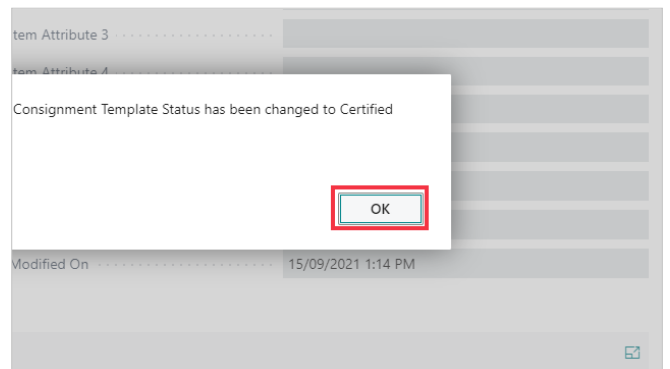
1. Click on the navigation menu item popup **Actions**
2. Click on the navigation menu item **Change Status**

If you have a blank Unit of Measure Code on any charge lines in the template, you will be given this message to confirm that the Purchase Unit of Measure will be used instead. Click No to go back to add any Unit of Measure Codes missed.

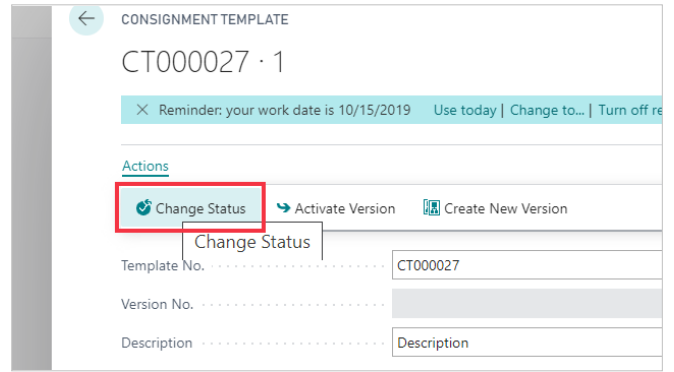


- Click on the button **Yes**

Click on the button **OK**



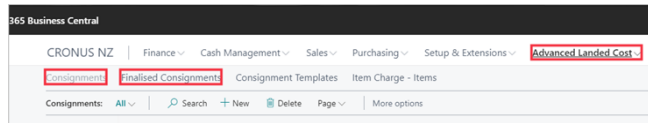
Click on the navigation menu item **Change Status**



If you have a blank Unit of Measure Code on any charge lines in the template, you will be given a message at this point asking

3.3. Creating Consignment Templates from an Existing Consignment

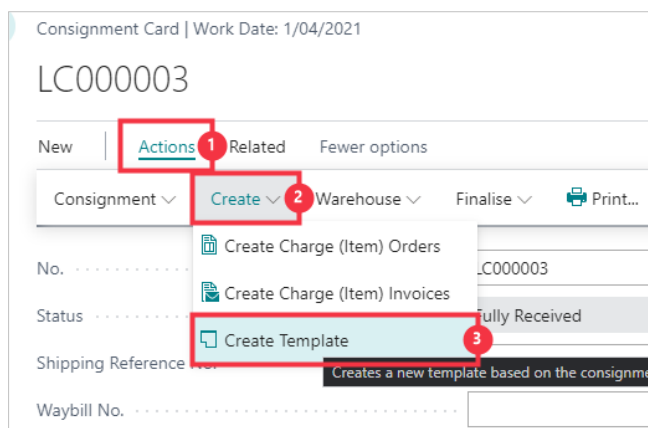
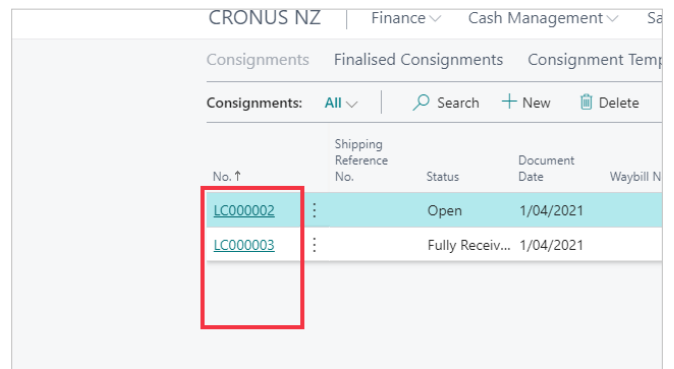
Consignment Templates can be created from existing Consignments, Finalised and Open, to inherit the details used in the Consignment.



- Click on the navigation menu item popup **Advanced Landed Cost**
- Click on the navigation menu item **Consignments**
- Or click on the navigation menu item **Finalised Consignments**

3.3.1.1. Creating Per Item - Consignment Templates

Click on the link in cell **No.** to select the Consignment to create the template from



1. Click on the navigation menu item popup **Actions**
2. Click on the navigation menu item popup **Create**
3. Click on the navigation menu item **Create Template**

On the Template you can set up the start and/or end dates for when the template will be valid. If the dates are left blank then the Template is always valid.

Template Generator

Welcome to Template Generator

Step1 - Please select the template type and the dates this template will be valid for.

Start Date 15/09/2021

End Date

Template Type

September 2021

Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Go to today Done

Back Next Finish

1. To update **Open the date picker for Start Date**
2. Click on a date in the calendar

Specify **End Date** if required

Welcome to Template Generator

Step1 - Please select the template type and the dates this template will be valid for.

Start Date 15/09/2021

End Date

Template Type Per Consignment

Template Generator

Welcome to Template Generator

Step1 - Please select the template type and the dates this template will be valid for.

Start Date 15/09/2021

End Date

Template Type Per Consignment

Per Consignment

Per Item

Back Next Finish

1. Set the Template Type by clicking on **Per Item** in the list
2. Click on the button **Next**

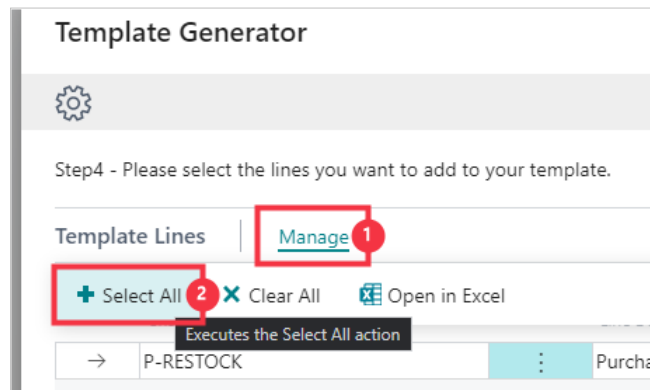
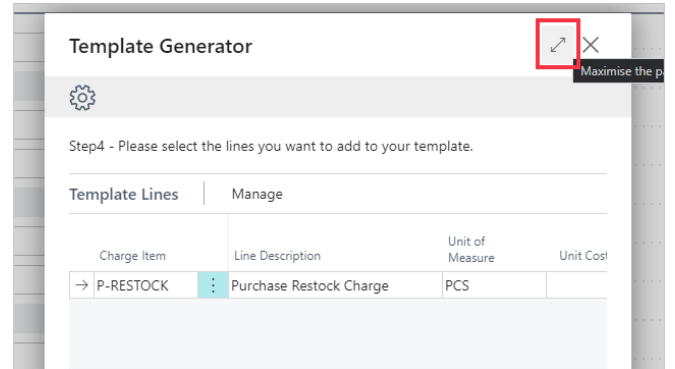
These details are brought through from the current consignment, and can all be updated or deleted before carrying over to the new Template Header Values

1. Specify **Country Code** if required
2. Specify **Shipment Method** if required
3. Specify **Shipping Agent** if required
4. Specify **Location Code** if required
5. Specify **Vendor No.** if required
6. Specify **Next** if required

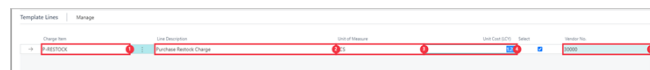
These are further Item specific details, and are again brought through from the current consignment, and can all be updated or deleted before carrying over to the new Template Header Values

1. Specify **Item Category** if required
2. Specify **Item** if required
3. Specify **Variant Code** if required
4. Specify **Item Attribute 1** if required
5. Specify **Item Attribute 2** if required
6. Specify **Item Attribute 3** if required
7. Specify **Item Attribute 4** if required
8. Specify **Item Attribute 5** if required
9. Click on the button **Next**

Click on the button **Maximise the page**

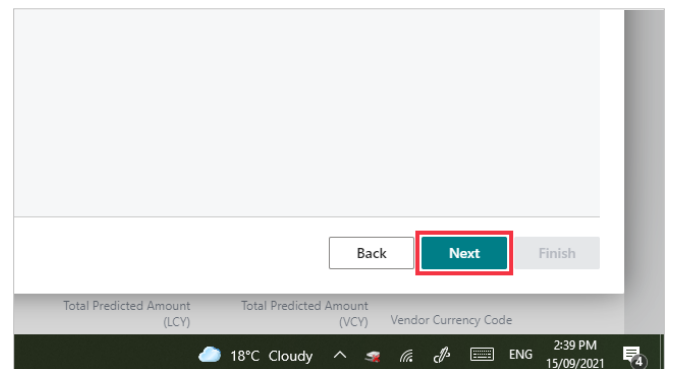


1. Click on the navigation menu item popup **Manage**
2. Click on the navigation menu item **Select All** to select all items, or click Clear All to then manually select the required Charge Item lines.

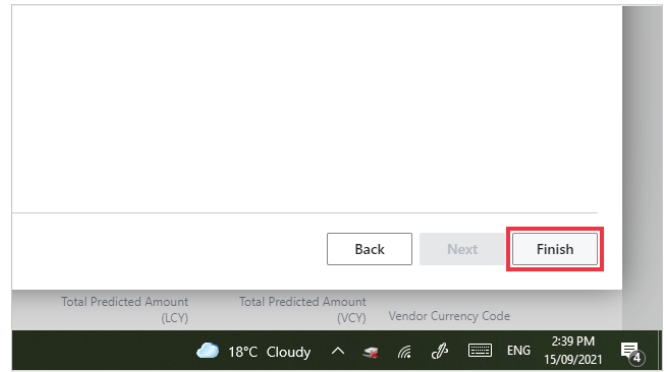


1. Click on the cell **Charge Item** to update the value, if required.
2. Click on the cell **Line Description** to update the value, if required.
3. Click on the cell **Unit of Measure** to update the value, if required.
4. Click on the cell **Unit Cost (LCY)** to update the value, if required.
5. Click on the cell **Vendor No.** to update the value, if required.

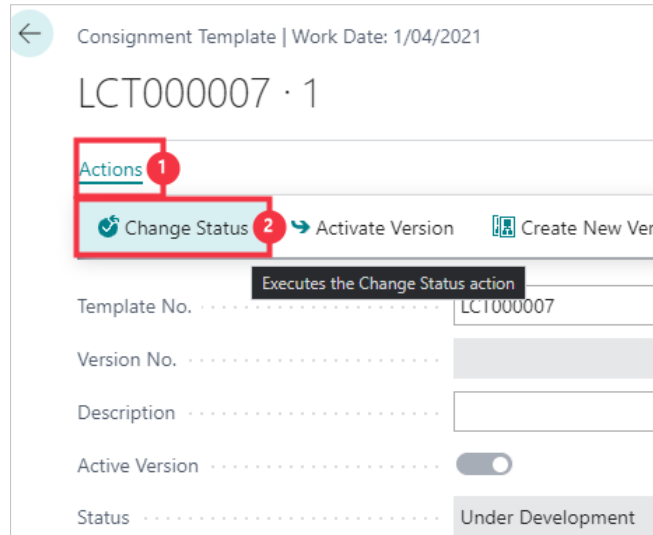
Click on the button **Next**



Click on the button **Finish**

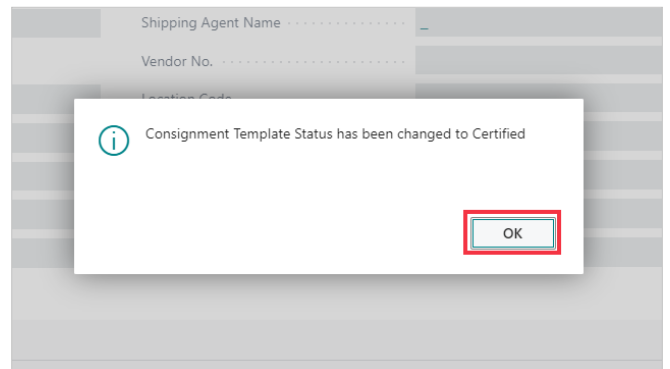


This now takes you to your newly created Template, in the Under Development state. To activate the template for use:



1. Click on the navigation menu item popup **Actions**
2. Click on the link **Change Status**

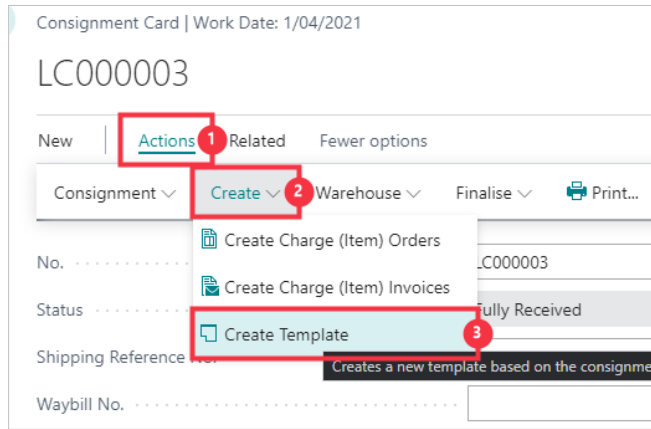
Click on the button **OK**



3.3.1.2. Creating Per Consignment - Consignment Templates

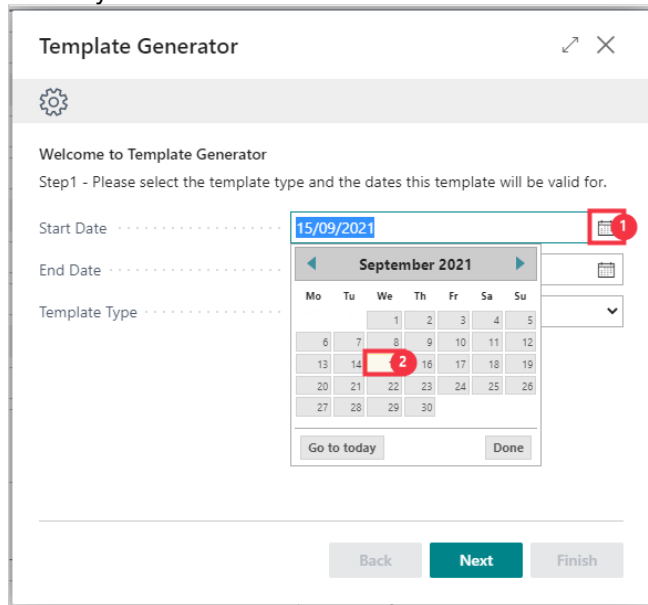
Click on the link in cell **No.** to select the Consignment to create the template from

No.↑	Shipping Reference No.	Status	Document Date	Waybill No.
LC000002	:	Open	1/04/2021	
LC000003	:	Fully Receiv...	1/04/2021	



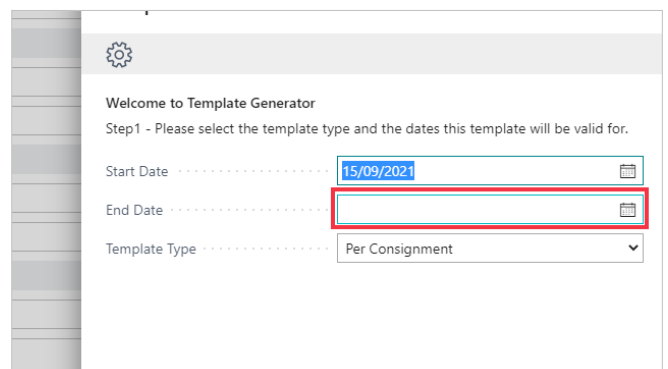
1. Click on the navigation menu item popup **Actions**
2. Click on the navigation menu item popup **Create**
3. Click on the navigation menu item **Create Template**

On the Template you can set up the start and/or end dates for when the template will be valid. If the dates are left blank then the Template is always valid.



1. To update **Open the date picker for Start Date**
2. Click on a date in the calendar

Specify **End Date** if required



Template Generator

Welcome to Template Generator
Step1 - Please select the template type and the dates this template will be valid for.

Start Date 15/09/2021

End Date

Template Type Per Consignment

Per Consignment
Per Item Per Consignment

Back **Next** Finish

1. Set the Template Type by clicking on **Per Consignment** in the list
2. Click on the button **Next**

These details are brought through from the current consignment, and can all be updated or deleted before carrying over to the new Template Header Values

Template Generator

Step2 - Please select the Template Header Values you want to carry over.

Country Code US

Shipment Method

Shipping Agent

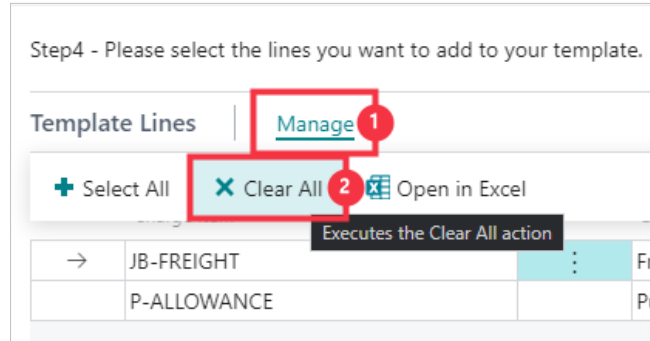
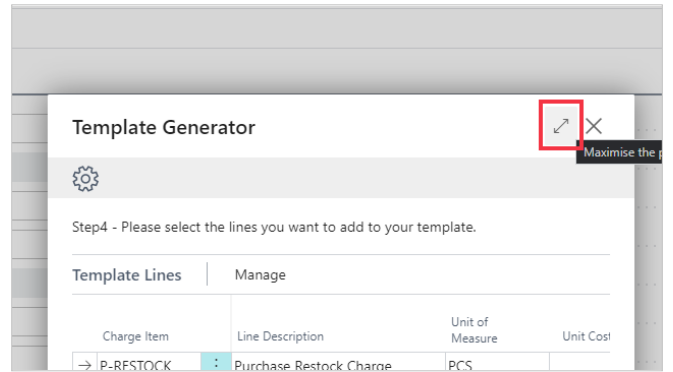
Location Code

Vendor No.

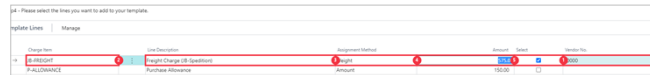
Back **Next** Finish

1. Specify **Country Code** if required
2. Specify **Shipment Method** if required
3. Specify **Shipping Agent** if required
4. Specify **Location Code** if required
5. Specify **Vendor No.** if required
6. Specify **Next** if required

Click on the button **Maximise the page**

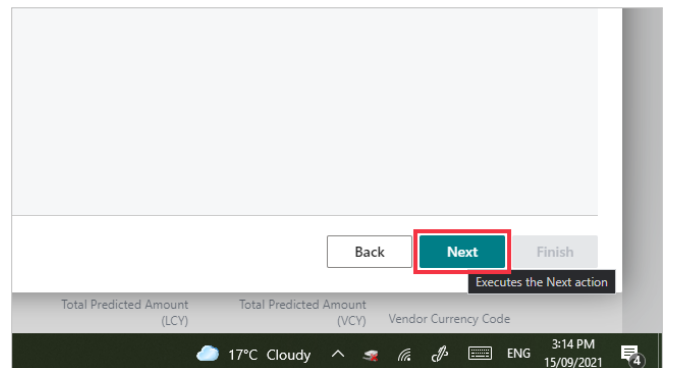


1. Click on the navigation menu item popup **Manage**
2. Click on the navigation menu item **Clear All** to clear all selected, to then manually select the required Charge Item lines, or click Select All for all.

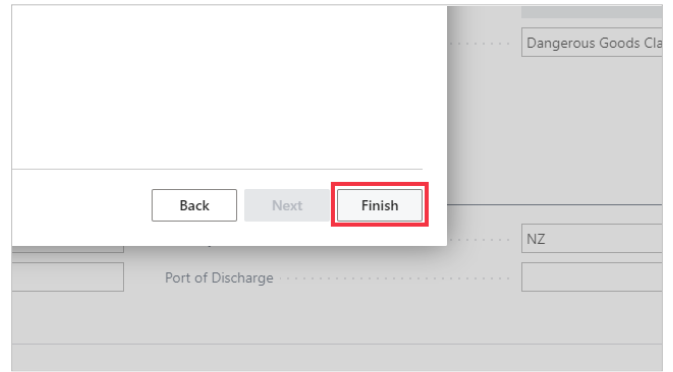


1. Click on **Select** to choose the Charge Items to add to the Template
2. Click on the cell **Charge Item** to update the value, if required.
3. Click on the cell **Line Description** to update the value, if required.
4. Click on the cell **Assignment Method** to update the value, if required.
5. Click on the cell **Amount** to update the value, if required.
6. Click on the cell **Vendor No.** to update the value, if required.

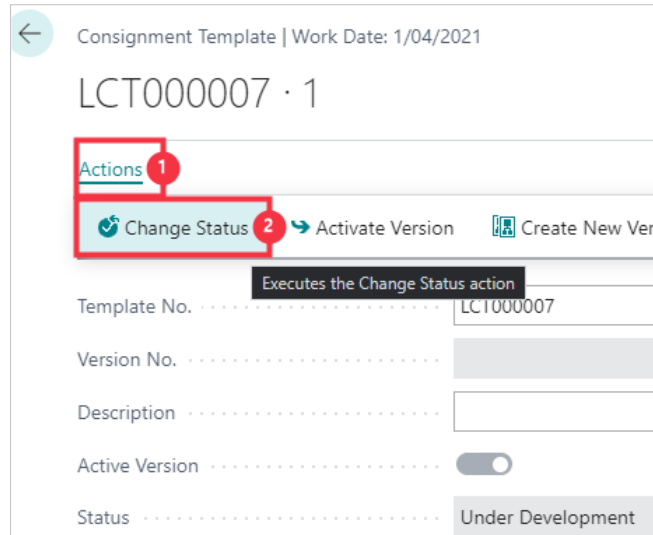
Once all required Charges are updated and selected, click on the button **Next**



Click on the button **Finish**

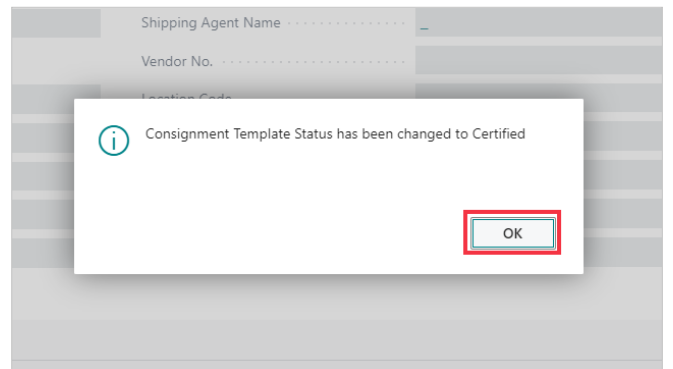


This now takes you to your newly created Template, in the Under Development state. To activate the template for use:



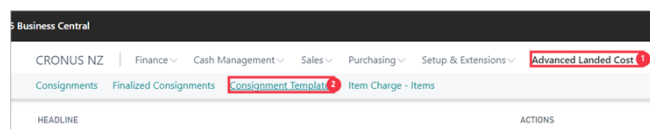
1. Click on the navigation menu item popup **Actions**
2. Click on the link **Change Status**

Click on the button **OK**



3.4. Create Consignment Template Versions

Multiple Versions of a Template can be created and managed. This allows for historic versions to be held, or future versions to be entered awaiting activation.



1. Click on the navigation menu item popup **Advanced Landed Cost**
2. Click on the navigation menu item **Consignment Templates**

Click on the link in cell **Template No.** to open the desired Template

CT000021	1		Unv
CT000022	1		Unv
CT000023	1		Cer
CT000024	1	per Item -DB	Cer
CT000025	1	Test Template	Cer
CT000026	:	1	Consignment Template Descrip... Cer

Open record "CT000026"

CONSIGNMENT TEMPLATE

CT000026 · 1

Reminder: your work date is 10/15/2019 Use today | Change to... | Turn off reminder

Actions 1

Change Status Activate Version **Create New Version** 2

Template No. CT000026 Create New Version

Version No. 1

1. Click on the navigation menu item popup **Actions**
2. Click on the navigation menu item **Create New Version**

Once the new version has been generated you will notice that it is marked as 'Under Development'. As it is based on a copy of the main template, at this point you can make any changes required to the specific fields required. In this example the differences are the Description and Pricing.

General

Template No. CT000026 Template Type Per Consignment

Version No. 2 Country Code AU

Description **Consignment Template Description - Version 2** 1 Shipment Method CIF

Active Version Under Development Shipping Agent FEDEX

Status Under Development Shipping Agent Name Federal Express Corporation NZ

Start Date 4/30/2020 Vendor No. 10000

End Date 6/30/2020 Location Code EAST

Lines Manage

Charge Item	Description	Assignment Method	Amount (LCY)	BuyFrom Vendor No.	Amount (FCY)	Vendor Currency Code
IB-FREIGHT	Freight Charge (IB-Speedion)	Equality	200.00		0.00	
P-ALLOWANCE	Purchase Allowance	Duty	1,000.00		0.00	

1. Click on the field **Description** - Enter **Description**.
2. Click on the cell **Amount (LCY)** with the value **100.00** - Press the **Backspace** key. Enter **Amount (LCY)**. Press the **Enter** key.
3. Click on the cell **Amount (LCY)** with the value **1,000.00** - Press the **Backspace** key. Enter **Amount (LCY)**. Press the **Enter** key.

CT000026 · 2

Reminder: your work date is 10/15/2019 Use today | Change to... | Turn off reminder

Actions 1

Change Status 2 Activate Version Create New Version

Change Status

Template No. CT000026

Version No. 2

Description Consignment Template Description - Version 2

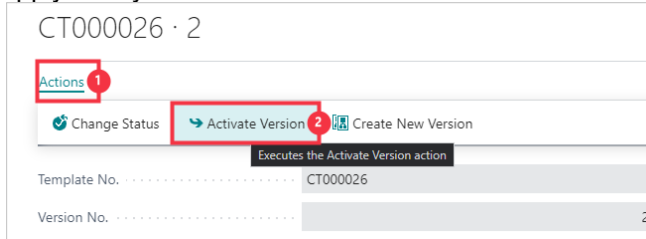
1. Click on the navigation menu item popup **Actions**
2. Click on the navigation menu item **Change Status**

This has now certified this Version, but has not yet Activated the version.

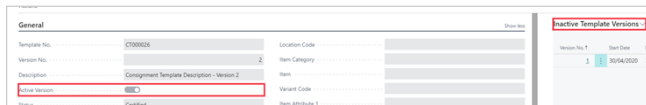


- The displayed version shows if it is active in the **Active Version** field. This example is NOT active.
- You can see the full list of Inactive Versions under **Inactive Template Versions**

Only the active Version will apply at any one time. To activate this version for use now:



1. Click on the navigation menu item popup **Actions**
2. Click on the navigation menu item **Activate Version**

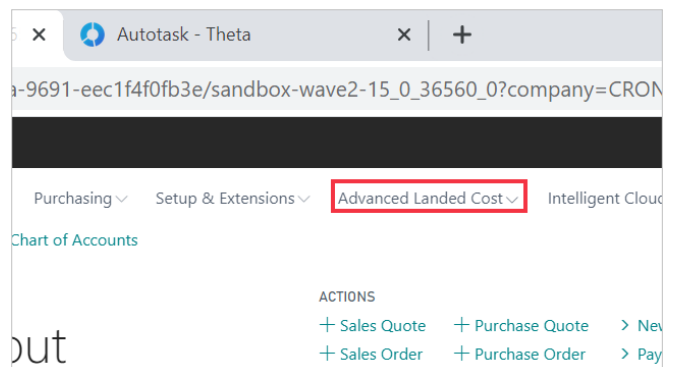


- The Template now shows it is the **Active Version**
- Now Version 1 shows in the **Inactive Template Versions**

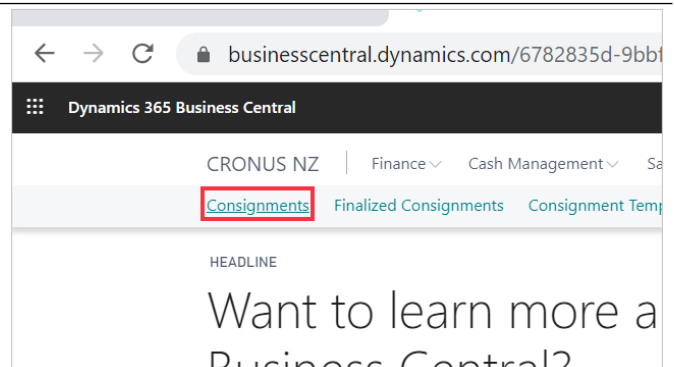
4. Invoicing Consignments and Predicted Costs

4.1. Invoicing a Consignment

Click on the navigation menu item popup **Advanced Landed Cost**



Click on the navigation menu item **Consignments**



Click on the link in cell **No.** with the value **LC0000066**

LC0000059	TEST	Fully Receiv...	10/15/2019	TEST2
LC0000060	SHIP123	Fully Receiv...	10/15/2019	Way123
LC0000061	TEST123	Fully Receiv...	10/15/2019	Test123
LC0000062	TES444	Fully Receiv...	10/15/2019	TES666
LC0000063	TEST353	Open	10/15/2019	Test354
LC0000064	TEST3	Open	10/15/2019	Test3
LC0000065	TEST5454	Open	10/15/2019	
LC0000066	SHIPREF454	Fully Receiv...	5/1/2020	Waybill4

To be able to process Invoices against the Consignment, the status must be 'Fully Recieved'.

is 10/15/2019 Use today | Change to... | Turn off reminder

ns Navigate Fewer options

LC0000066

Fully Received

SHIPREF454

Waybill454

Ship454

This process is finalized when the Consignment Invoice is processed.

Click on the navigation menu item popup **Process**

Dynamics 365 Business Central

← CONSIGNMENT CARD

LC0000066

New **Process** Actions Navigate Fewer options

General

No. LC0000066

Status Fully Received

Click on the navigation menu item **Create Invoices**

Dynamics 365 Business Central

← CONSIGNMENT CARD

LC0000066

New Process Actions Navigate Fewer options

Create Invoices Change Status Create Invent...y Docu

Create Te Create Invoices arehouse Receipts Consignment Attribut

Status Fully Received

Shipping Reference No. SHIPREF454

Click on the link in cell **No.** with the value **107287**

← PURCHASE INVOICES

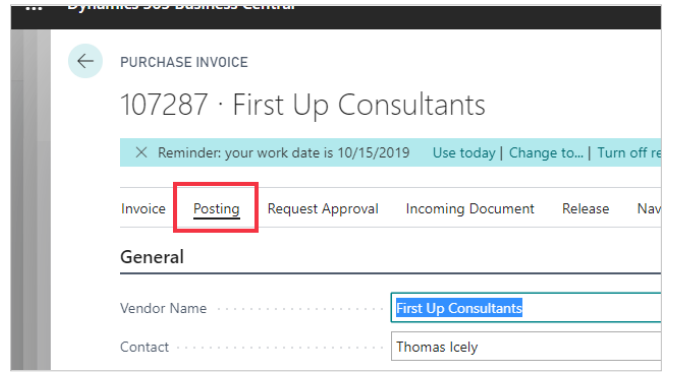
× Reminder: your work date is 10/15/2019 Use today | Change to... | Turn off re

Search + New Manage Invoice Posting Release Navigate

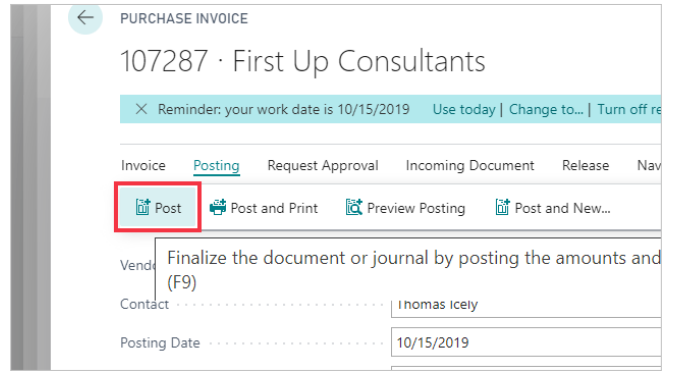
No. ↑	Buy-from Vendor No.	Buy-from Vendor Name
107287	20000	First Up Consultants

Open record "107287"

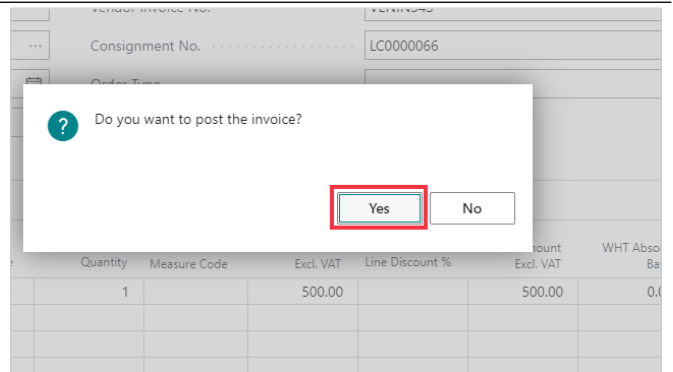
Click on the navigation menu item popup **Posting**



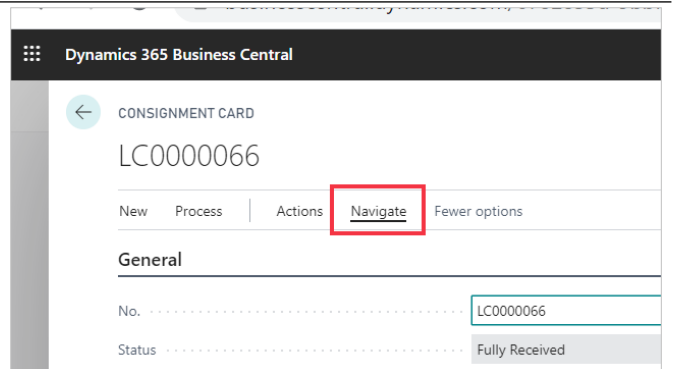
Post the Invoice



Click on the button **Yes**

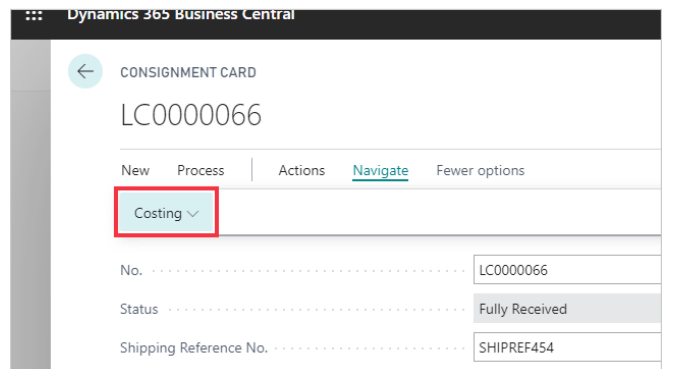


Click on the navigation menu item popup **Navigate**

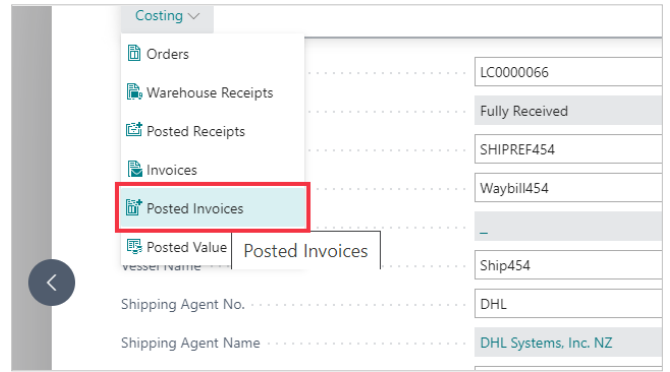


To review the Posted Invoice

Click on the link **Costing**



Click on the navigation menu item **Posted Invoices**



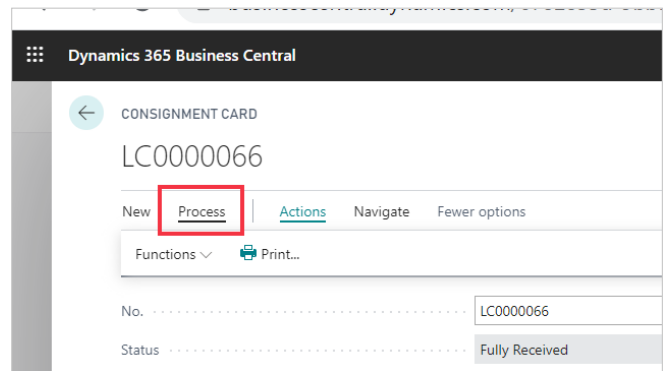
You can now review Consignment Invoices posted.

VIEW - POSTED PURCHASE INVOICES										
No.	Vendor Invoice No.	Vendor No.	Vendor	Currency Code	Amount	Amount Including VAT	Location Code	No. Printed	Due Date	Remaining Amount
108244	VENIN343	20000	First Up Consultants		500.00	575.00		0	11/30/2019	575.00

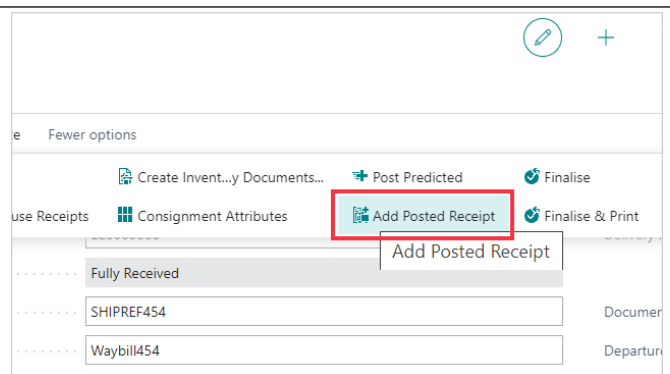
4.2. Adding Additional Receipts

Additional Posted Receipts can be added to a Consignment. This is done from the Consignment Card.

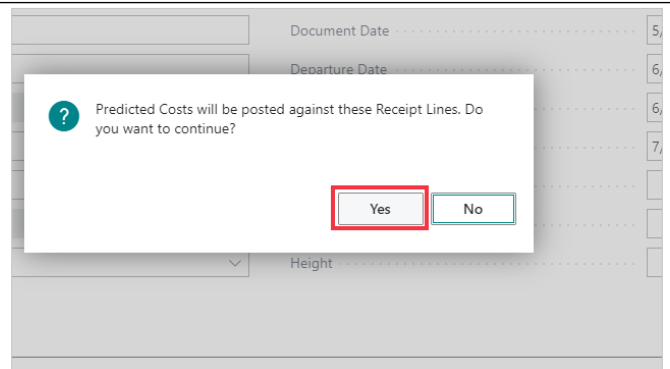
Click on the navigation menu item popup **Process**



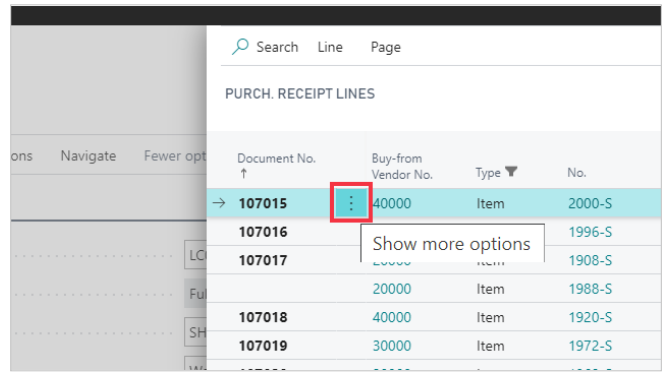
Click on the navigation menu item **Add Posted Receipt**



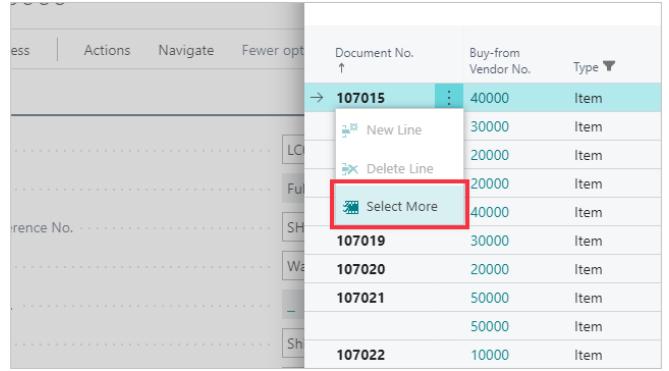
Click on the button **Yes**



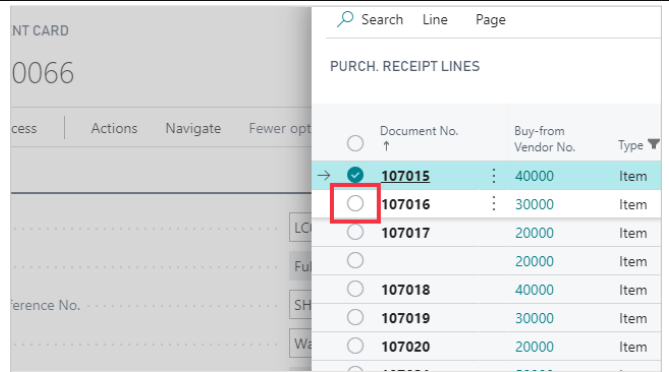
Click on the row menu button



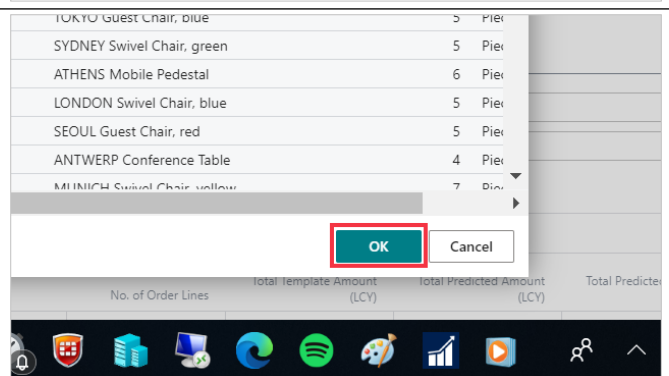
Click on the menu item **Select More**



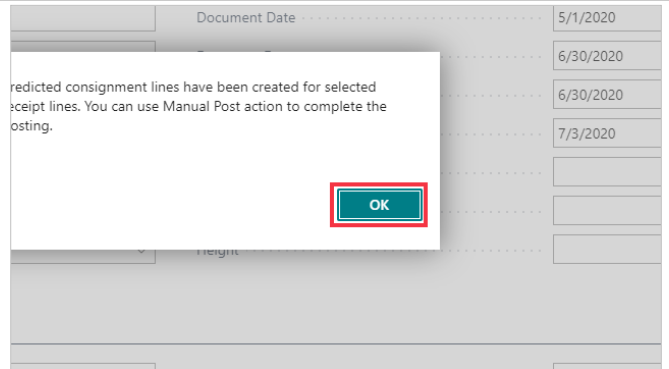
One or more Purchase Receipt lines can be added by checking next to the required lines.



Click on the button **OK**

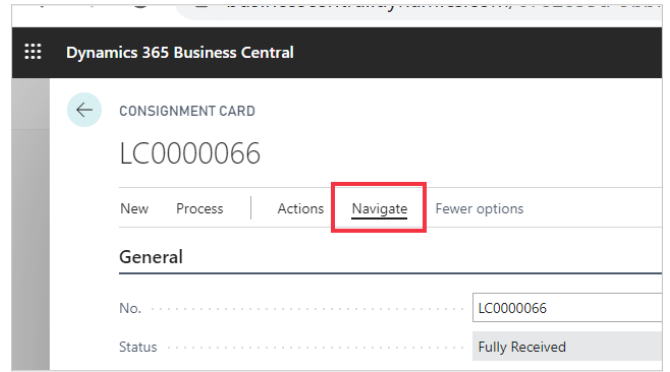


Click on the button **OK**

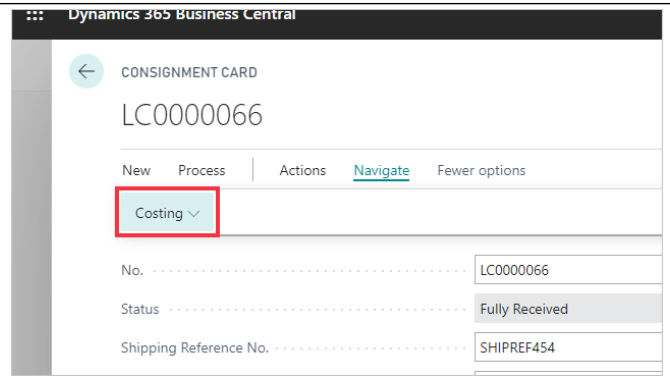


You can now review the newly updated Receipts

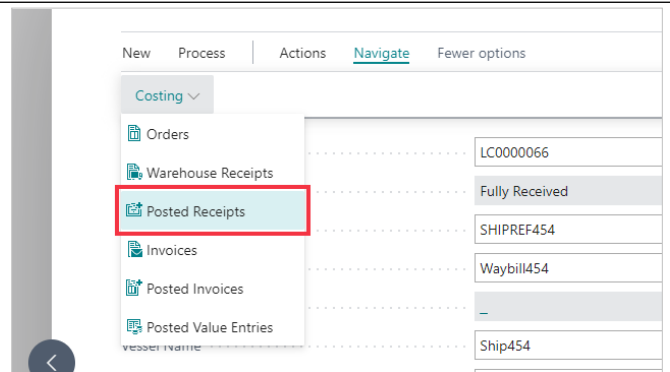
Click on the navigation menu item popup **Navigate**



Click on the link **Costing**



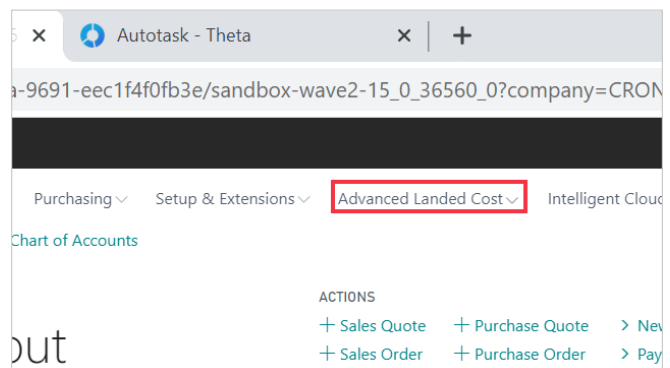
Click on the navigation menu item **Posted Receipts**



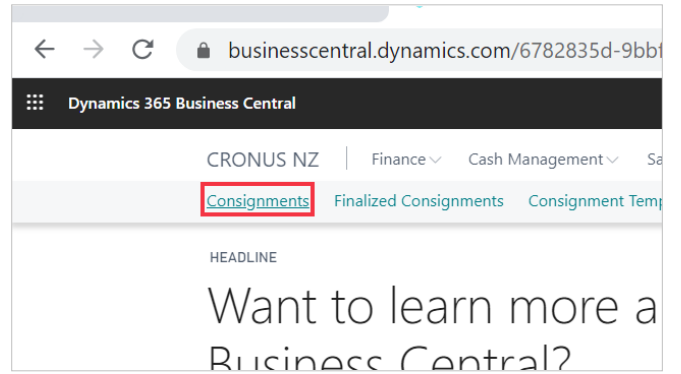
4.3. Predicted Cost Process

The system can process Predicted Cost posting where required. On the Landed Cost Setup this can be set to Manual, Automatic or Never. In this section we will cover the processing of Manual Predicted Costs.

Click on the navigation menu item popup **Advanced Landed Cost**



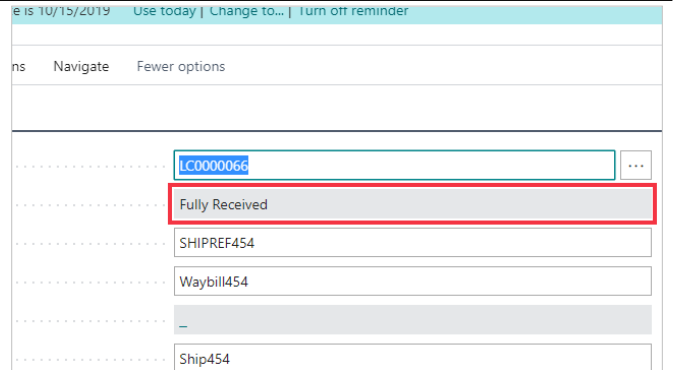
Click on the navigation menu item **Consignments**



Click on the link in cell **No.** with the value **LC000066**

LC0000059	TEST	Fully Receiv...	10/15/2019	TEST2
LC0000060	SHIP123	Fully Receiv...	10/15/2019	Way123
LC0000061	TEST123	Fully Receiv...	10/15/2019	Test123
LC0000062	TES444	Fully Receiv...	10/15/2019	TES666
LC0000063	TEST353	Open	10/15/2019	Test354
LC0000064	TEST3	Open	10/15/2019	Test3
LC0000065	TEST5454	Open	10/15/2019	
LC0000066	SHIPREF454	Fully Receiv...	5/1/2020	Waybill4

To be able to process Predicted Costs the Consignment must be 'Fully Received'.

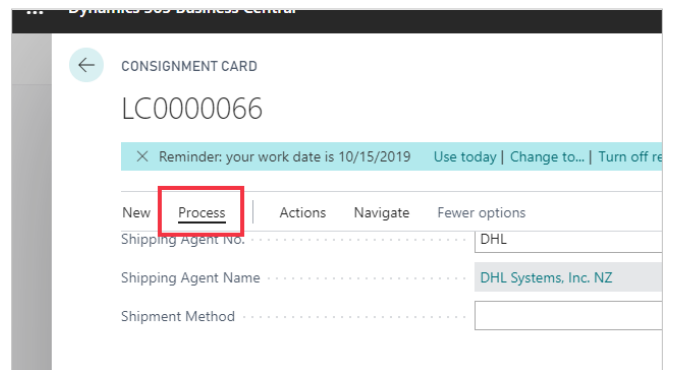


For this example the Per Consignment Cost is set for Cubage and avalue of 500.

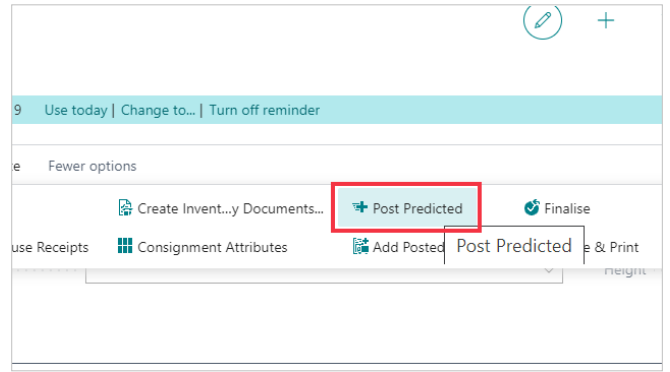
Charge Item	Description	Assignment Method	Vendor No.	No. of Order Lines	Total Template Amount (LCY)	Total Predicted Amount (LCY)	Total Predicted Amount (VCY)
P-ALLOWANCE	Purchase Allowance	Cubage	20000	1	500.00	500.00	500.00

When ready to process the Predicted Cost

Click on the navigation menu item popup **Process**

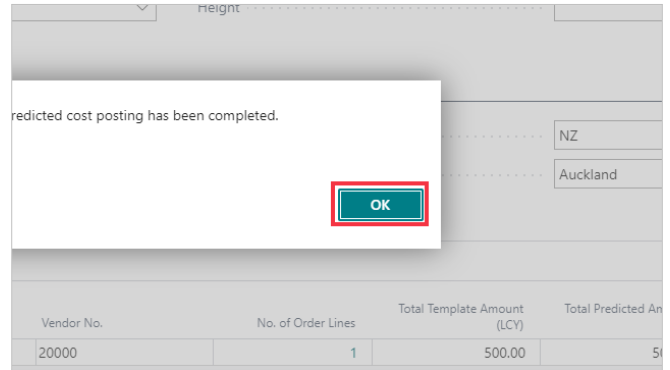


Click on the navigation menu item **Post Predicted**



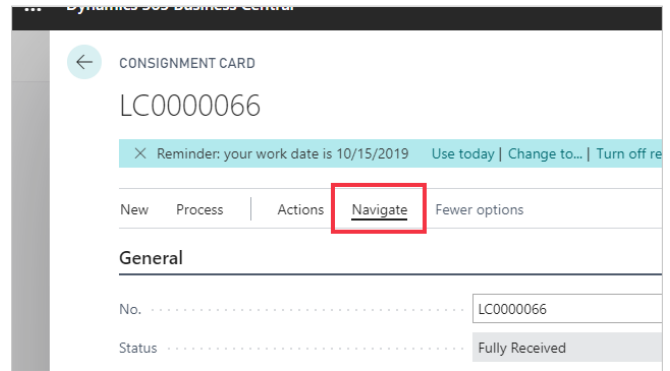
This will now post Predicted Costs to the Value Entries of the Items on the linked Purchase Order.

Click on the button **OK**

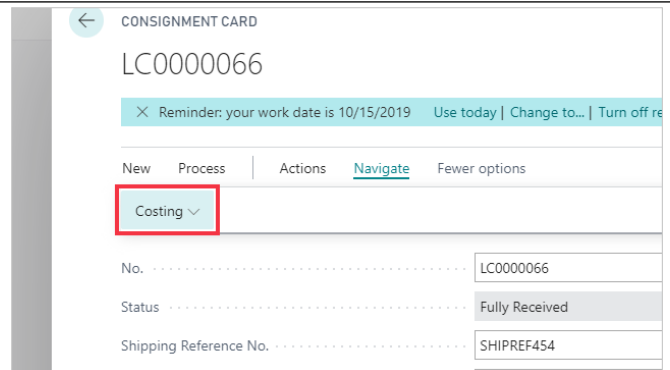


To review the Predicted Entries Posted

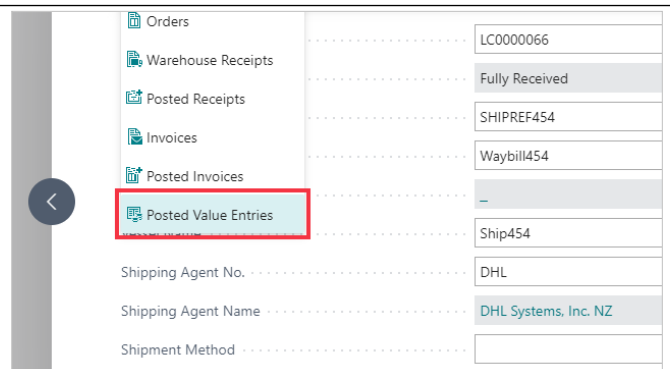
Click on the navigation menu item popup **Navigate**



Click on the navigation menu item popup **Costing**



Click on the navigation menu item **Posted Value Entries**



This will display the Posted Predicted Value Entries

POSTED PREDICTED VALUE ENTRY

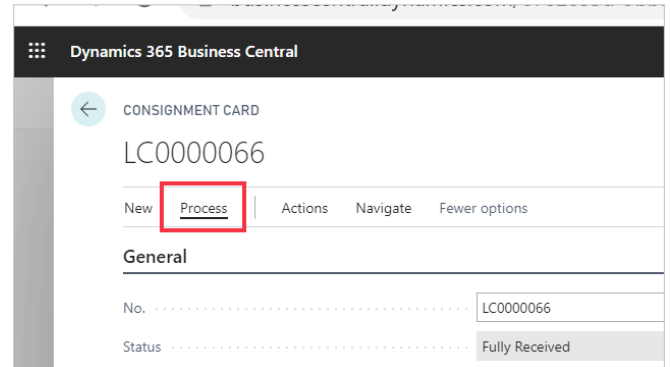
Reminder: your work date is 10/15/2019 Use today | Change to... | Turn off reminder

Search Page

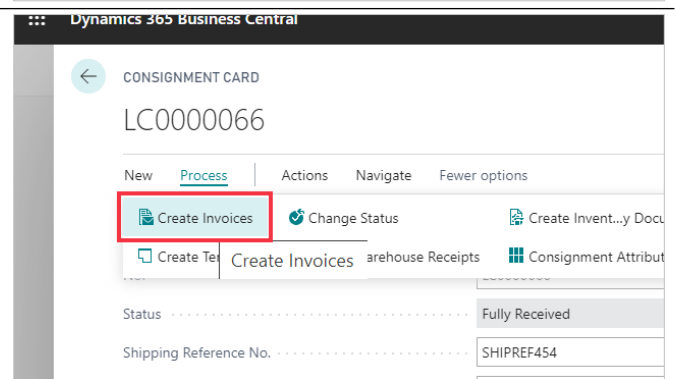
Entry No. ↑	Item No.	Posting Date	Item Ledger Entry Type	Source No.	Document No.	Description	Location Code	Inventory Posting Group	Source Posting Group	Item Ledger Entry No.	Valued Quantity	Item Ledger Entry Quantity	Invoiced Quantity	Cost per Unit
1059	1896-S	10/15/2019	Purchase	10000	107281	Predicted - Purchase Allo...	EAST	RESALE	FOREIGN	709	1	0	0	500.00

This process is finalized when the Consignment Invoice is processed.

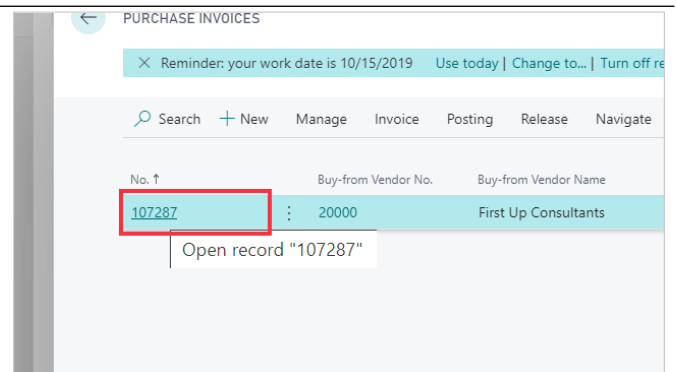
Click on the navigation menu item popup **Process**



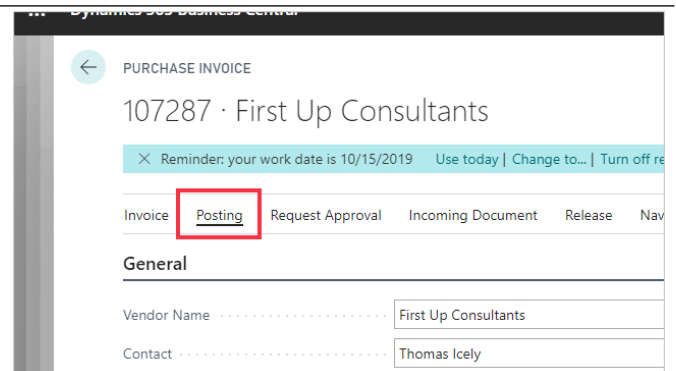
Click on the navigation menu item **Create Invoices**



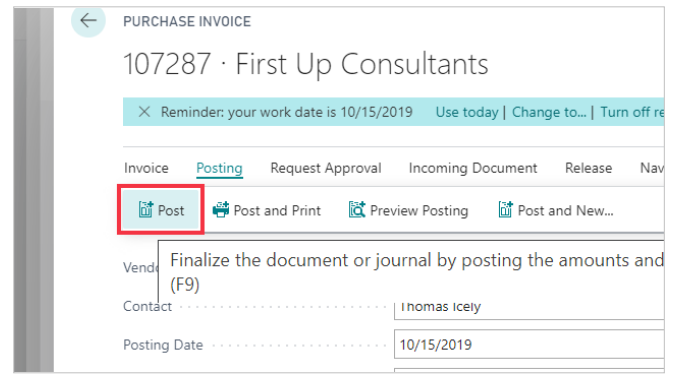
Click on the link in cell **No.** with the value **107287**



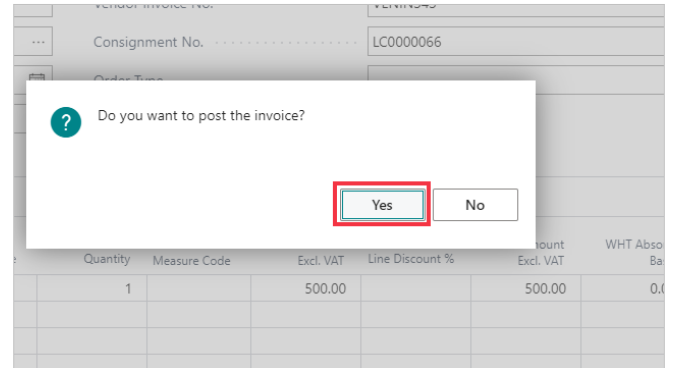
Click on the navigation menu item popup **Posting**



Post the Invoice

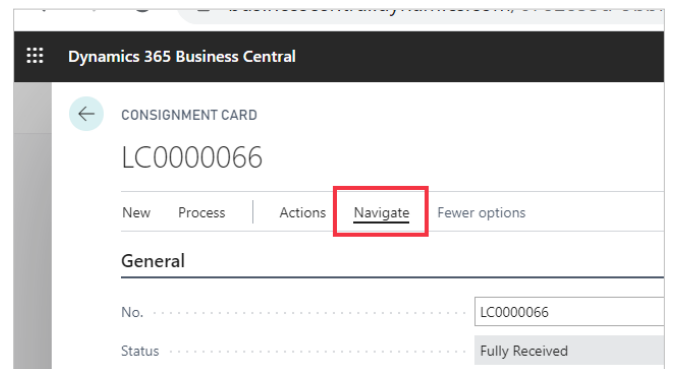


Click on the button **Yes**

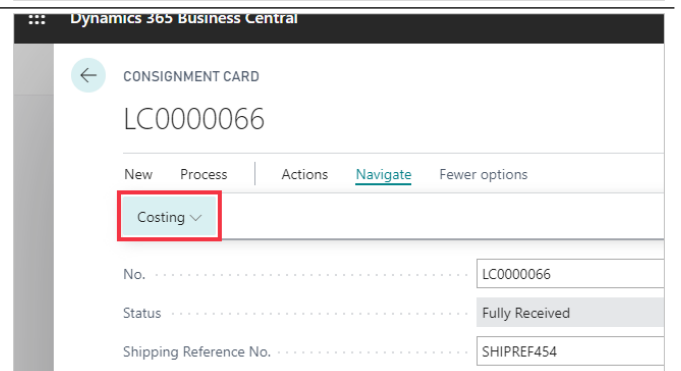


Once the Consignment has been fully invoiced you can review the updated Predicted Value Entries to Actuals.

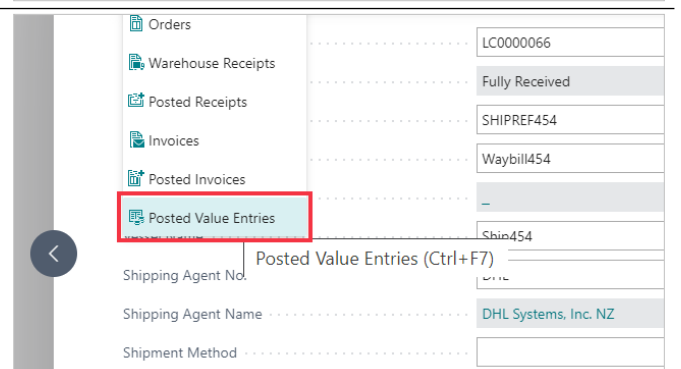
Click on the navigation menu item popup **Navigate**



Click on the navigation menu item popup **Costing**



Click on the navigation menu item **Posted Value Entries**



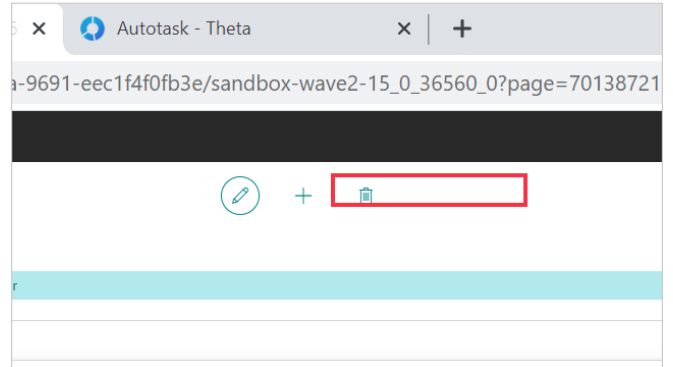
The Predicted Costs have been reversed.

Entry No.	Item No.	Posting Date	Item Ledger Entry Type	Source No.	Document No.	Description 1	Location Code	Inventory Posting Group	Source Posting Group	Item Ledger Entry No.	Valued Quantity	Item Ledger Entry Quantity	Invoiced Quantity	Cost per Unit
1059	1896-S	10/15/2019	Purchase	10000	107281	Predicted - Purchase Allo...	EAST	RESALE	FOREIGN	709	1	0	0	500.00
1061	1896-S	10/15/2019	Purchase	20000	108244	Predicted - Purchase Allo...	EAST	RESALE	DOMESTIC	709	1	0	0	-500.00

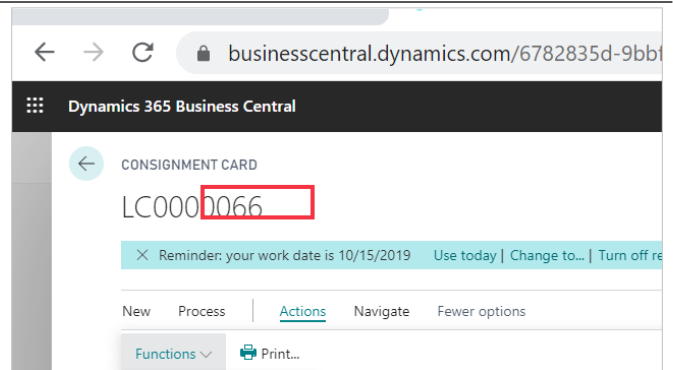
4.4. Review Unposted and Posted documents against a Consignment

You can review Open Orders and Invoices linked to the consignment as well as Posted Documents from the Consignment.

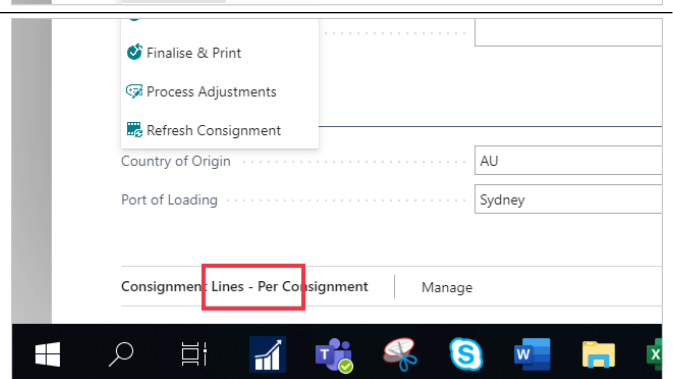
Click on the navigation menu item popup **Advanced Landed Cost**



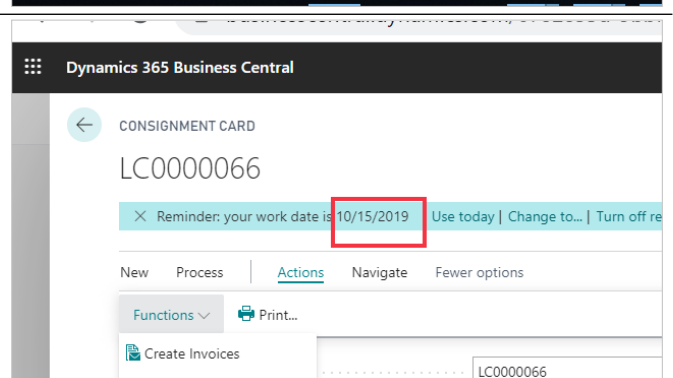
Click on the navigation menu item **Consignments**



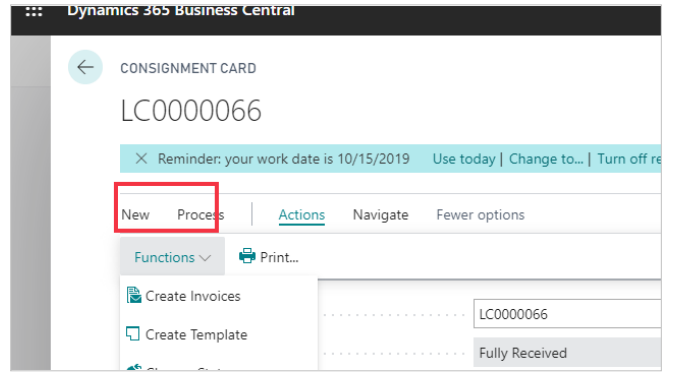
Open the Consignment to review



Click on the navigation menu item popup **Navigate**

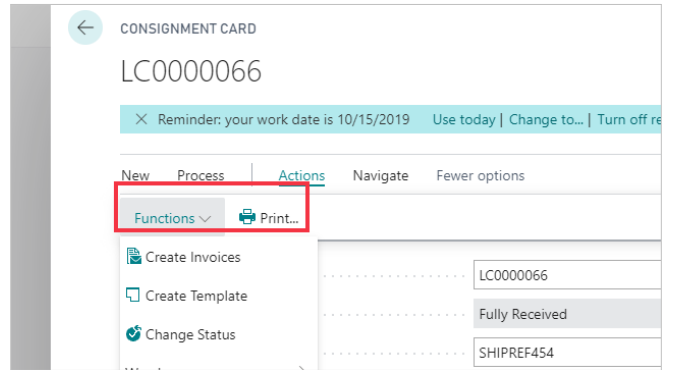


Click on the navigation menu item popup **Costing**



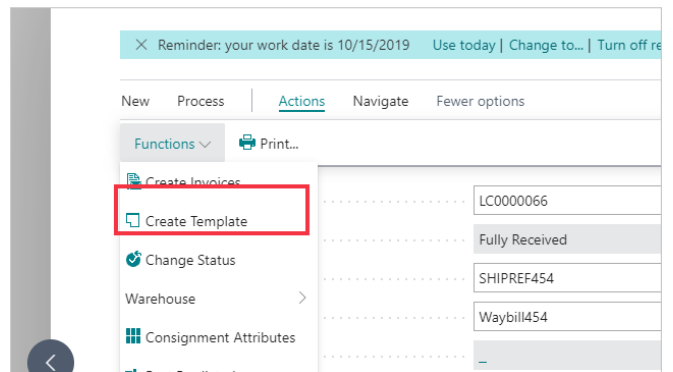
The Orders option will show all open Purchase Orders linked to the Consignment.

Click on the navigation menu item **Orders**



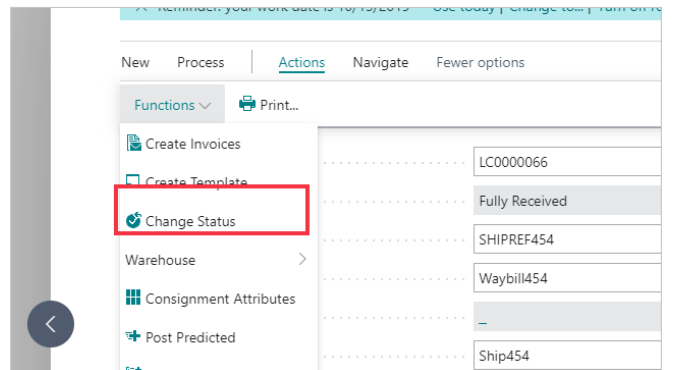
The Posted Receipts will show all Posted Purchase Receipts posted against the Purchase Orders linked to the Consignment

Click on the navigation menu item **Posted Receipts**



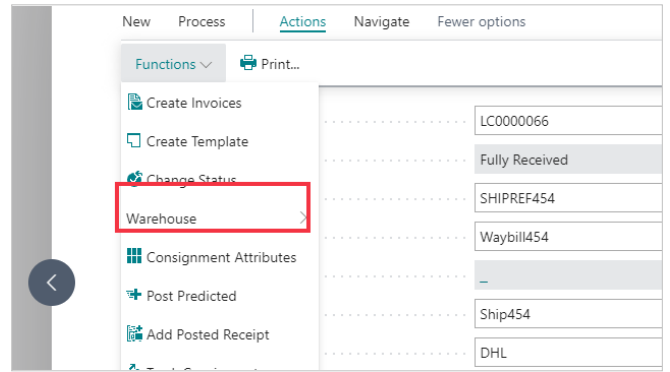
The Invoice option will display all unposted Consignment Purchase Invoices.

Click on the navigation menu item **Invoices**



The Posted Invoice displays all Posted Consignment Invoices. Note that this does not display Posted Purchase Invoices against the Purchase Order.

Click on the link **Posted Invoices**



This displays all the posted Predicted Value Entries.

Click on the navigation menu item **Posted Value Entries**

