



BROOM STREET SOFTWARE, LLC

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## **White Paper – WITS** **(Wireless Inventory Transaction System).**

*This White Paper presents selected inventory system transactions. The Broom Street WITS system can be personalized to perform as many MFG/Pro transactions as required. We offer a turnkey solution that satisfies both software and hardware business requirements.*

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## USER NAVIGATION

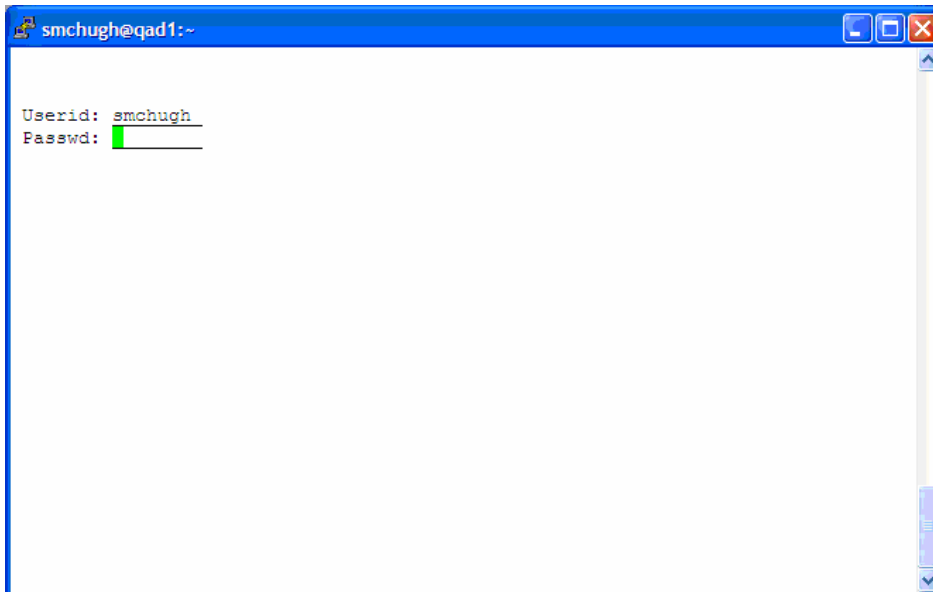
**The following keyboard strokes will be universally applied in the WITS RF System**

- 1) F1= GO**
- 2) F2= Help**
- 3) F3= Insert-Mode**
- 4) F4= END**
- 5) F8=Clear**
- 6) Enter=Next Field (Acts as (F1)-GO on Last Field in Frame)**

## Error Handling

**When transactions are processed thru the WITS system the system checks if they interface with the host MFG/PRO system. If the host accepts the transaction, A message "PROCESS OK" will appear on the users scanner. If the hosts rejects the transaction then a "TRANSACTION FAILED MESSAGE" will appear and wait for the user to press a key. If this message appears the user MUST contact a supervisor to research the problem.**

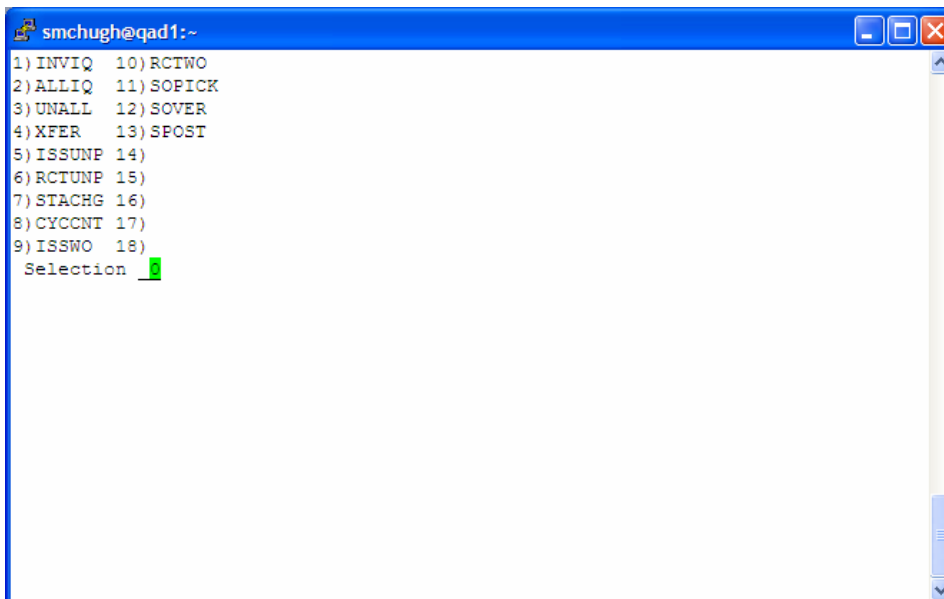
## LOGIN AND MAIN MENU



**Userid:** Enter your MFG/PRO Userid Signon

**Passwd:** Enter your MFG/PRO Password.

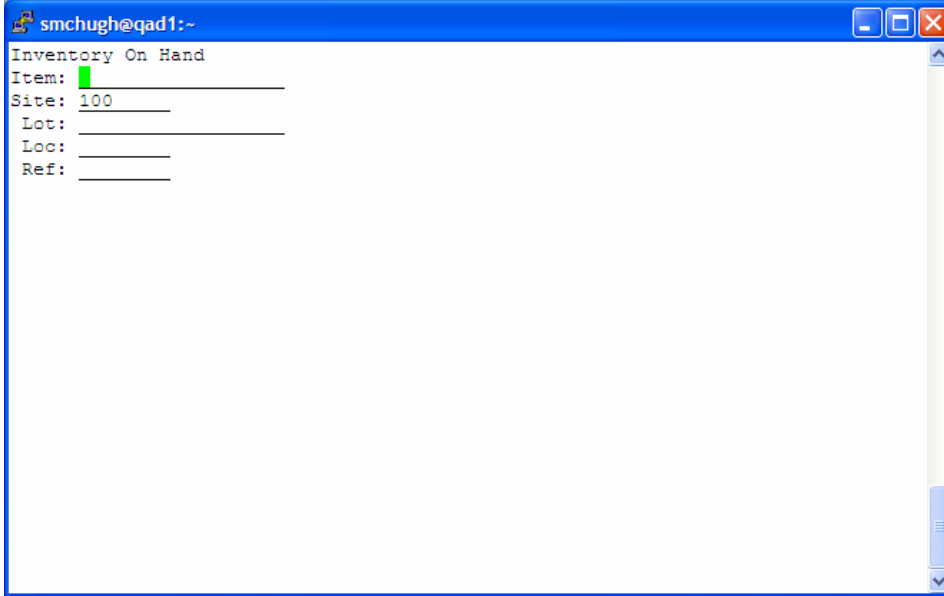
When a successful match occurs you will see the following menu



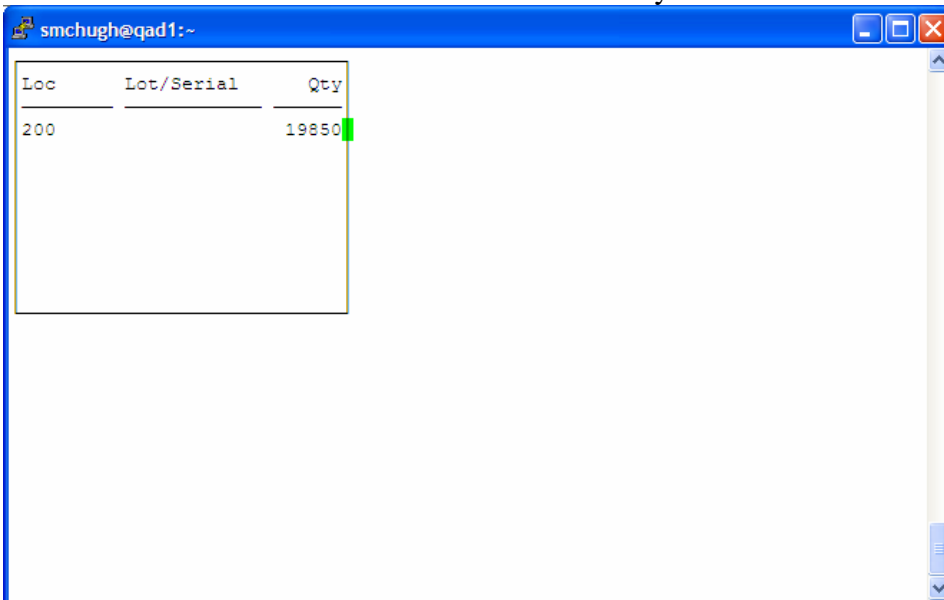
Once at this menu select the option you wish to choose by entering in the menu number of the selection.

### Inventory On Hand (OPTION 1 INVIQ)

This option is used to show inventory on hand at available inventory locations by item number. An item number must be entered for the system to show the data.



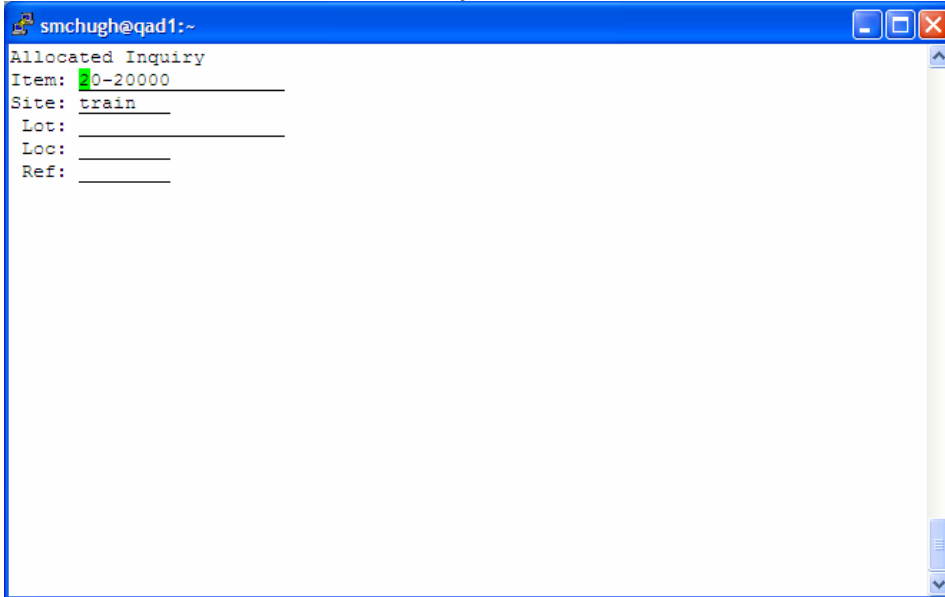
- Item:** Enter the MFG/PRO Item where you wish to search inventory for
- Site:** Enter the MFG/PRO Site for the item where you wish to search inventory for
- Lot:** Enter the MFG/PRO Lot number for the item you wish to view inventory for
- Loc:** Enter the MFG/PRO Location for the item you wish to view inventory for
- Ref:** Enter the MFG/PRO Reference for the item you wish to view inventory for



The system will display all locations/lot where the item exists. The system then waits for the user to hit any key before going back to the main menu

## Un-Allocated Inquiry (OPTION 2 UNALL)

**This option is used to shows un-allocated inventory by item number. An item number must be entered for the system to show the data.**



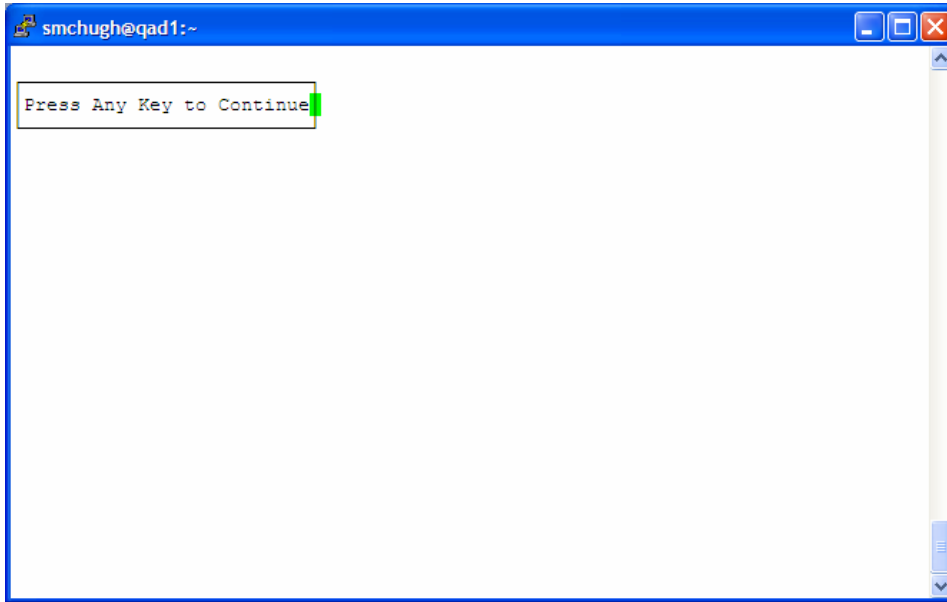
**Item:** Enter the MFG/PRO Item where you wish to search un-allocated inventory for

**Site:** Enter the MFG/PRO Site for the item where you wish to search un-allocated inventory for

**Lot:** Enter the MFG/PRO Lot number for the item you wish to search un-allocated inventory for

**Loc:** Enter the MFG/PRO Location for the item you wish to search un-allocated inventory for

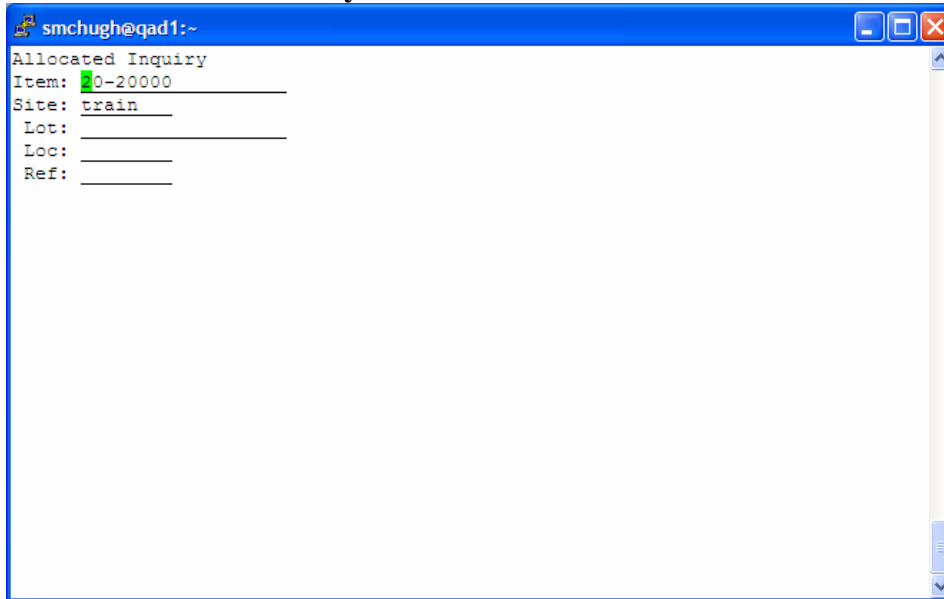
**Ref:** Enter the MFG/PRO Reference for the item you wish to search un-allocated inventory for



**The system will display all locations/lot where the item exists that has not been allocated. The system then waits for the user to hit any key before going back to the main menu**

### Allocated Inquiry (OPTION 3 ALLIQ)

**This option is used to shows allocated inventory by item number. An item number must be entered for the system to show the data.**



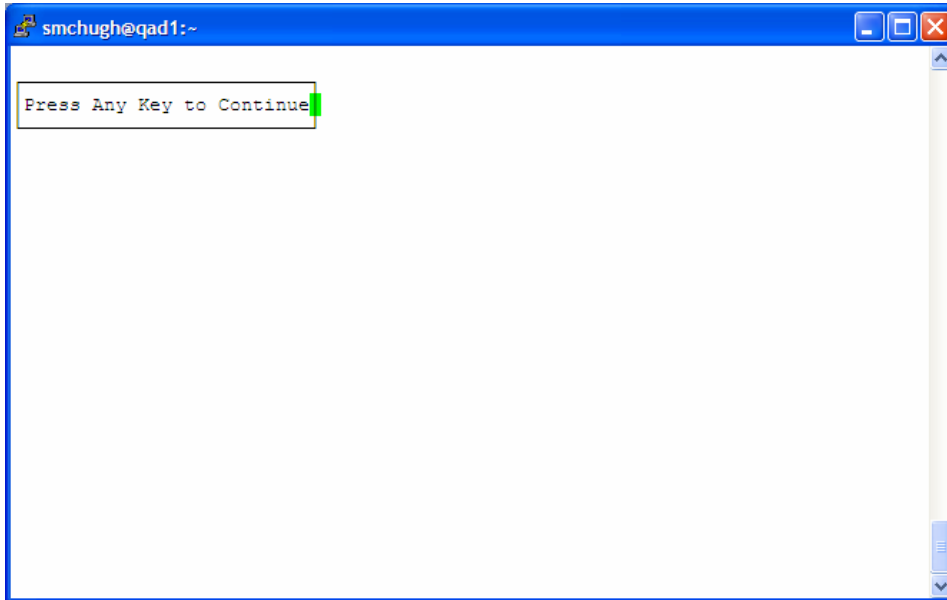
**Item:** Enter the MFG/PRO Item where you wish to search allocated inventory for

**Site:** Enter the MFG/PRO Site for the item where you wish to search allocated inventory for

**Lot:** Enter the MFG/PRO Lot number for the item you wish to search allocated inventory for

**Loc:** Enter the MFG/PRO Location for the item you wish to search allocated inventory for

**Ref:** Enter the MFG/PRO Reference for the item you wish to search allocated inventory for



The system will display all locations/lot where the item exits. The system then waits for the user to hit any key before proceeding back to the main menu

#### Transfer Inventory(OPTION 4 XFER)

Use this function to transfer lots/items from one physical location to another. The system prompts for the site/ Location From and Location To. It then expects the user to scan multiple lot numbers which will be transferred to the new location.



**Site:** Enter the MFG/PRO Site that you are transferring inventory for

**Loc To:** Enter the location you wish to transfer inventory to

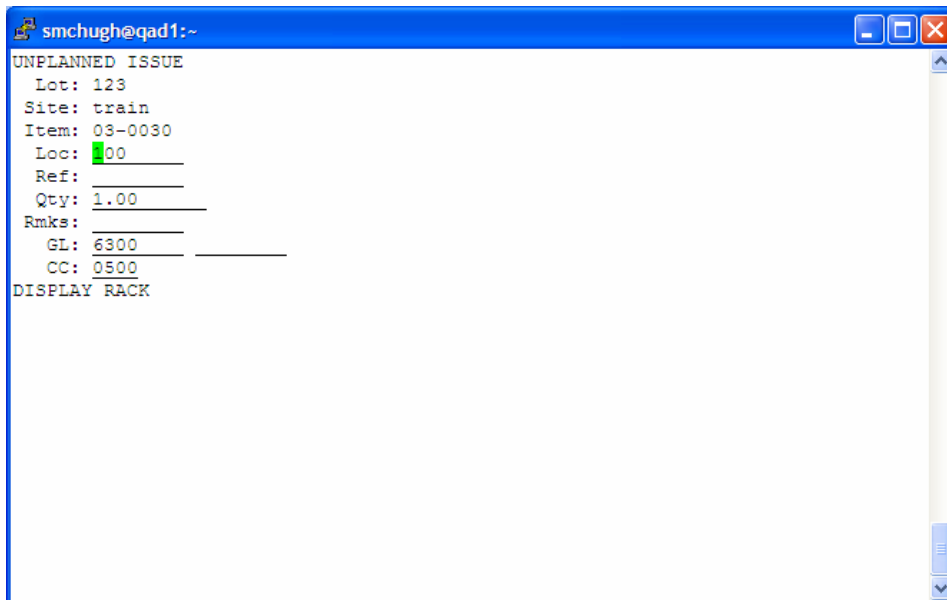
**Loc Fr:** Enter the location you wish to transfer inventory from  
**Lot:** Scan/Enter the lot number that you wish to transfer  
**Ref:** If there are multiple detail references for this lot it will prompt-for reference  
**Item:** If the lot does not exist or more then one item exists for this lot then the system will prompt for the item  
**Qty:** If the lot was scanned the quantity defaults to 1, If keyed in the system allows you change the Quantity

After Hitting F4, to leave the lot section of the program the system will display if the transaction went thru correctly.

### Unplanned Issue (OPTION 5 ISSUNP)

Use this function to remove inventory from the system when it becomes necessary to do so.

The system will ask for a lot number and the quantity that you wish to remove from the system. The user may also key in remarks and the general ledger reason for removing the system from inventory.



**Lot :** Scan/Enter Lot number that you wish to remove from inventory  
**Site:** Enter Site of Lot number that you wish to remove from inventory  
**Loc:** Enter Location of Lot number that you wish to remove from inventory  
**Ref:** Enter Reference of Inventory that you wish to remove from Inventory  
**Qty:** Enter Quantity of Inventory that you wish to remove from Inventory  
**Rmks:** Enter reason for removing inventory  
**GL:** Enter Account/Sub Account for GL Effect of transaction  
**CC:** Enter Cost Center Associated with this transaction

Pressing Enter , F1 will then commit the transaction into the system and return you to the top

### Unplanned Receipt (OPTION 6 RCTUNP)

Use this function to receive inventory from the system when it becomes necessary to do so.

The system will ask for a lot number and the quantity that you wish to receive into the system. The user may also key in remarks and the general ledger reason for receiving inventory into the system .

```

smchugh@qad1:~
UNPLANNED RECEIPT
  Lot: 123
  Site: train
  Item: 03-0030
  Loc: 300
  Ref: _____
  Qty: 1.00
  Rmks: found
  GL: 6300
  CC: 0500
DISPLAY RACK

Enter data or press F4 to end.

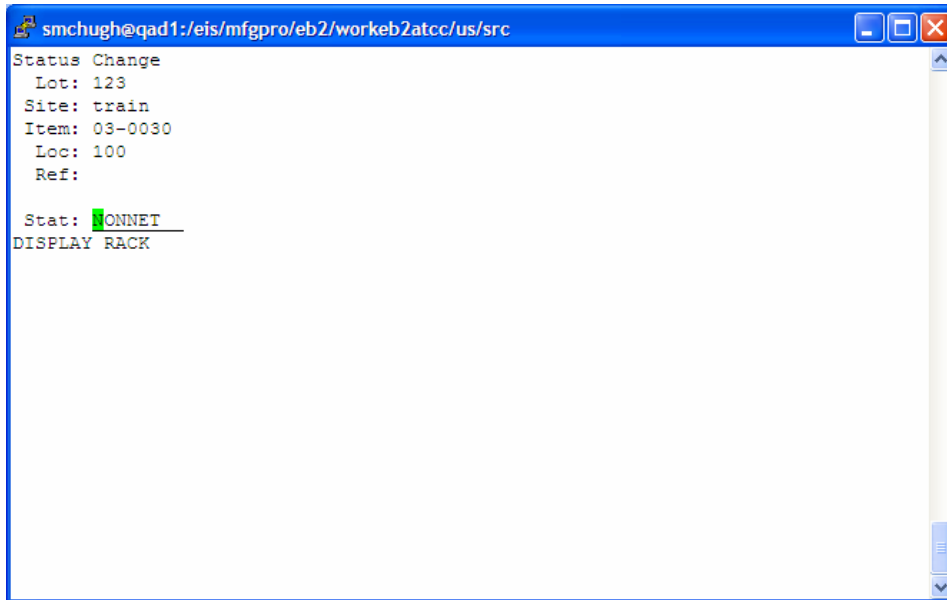
```

- Lot :** Scan/Enter Lot number that you wish to receive into inventory
- Site:** Enter Site of Lot number that you wish to receive into inventory
- Loc:** Enter Location of Lot number that you wish to receive into inventory
- Ref:** Enter Reference of Inventory that you wish to receive into inventory
- Qty:** Enter Quantity of Inventory that you wish to receive into inventory
- Rmks:** Enter reason for receiving inventory
- GL:** Enter Account/Sub Account for GL Effect of transaction
- CC:** Enter Cost Center Associated with this transaction

Pressing Enter , F1 will then commit the transaction into the system and return you to the top

### Status Change (OPTION 7 STACHG)

**Use this function to change the status of inventory from one code to another. It would be used to change the lot status from "DI" to "QA" . It will change the total quantity for that lot/site/location/ref/item combination to the new status**



**Lot:** Scan/Enter lot number you wish to change the status for

**Site:** Enter Site number you wish to change status for

**Item:** If lot exists for more then one item then the system will prompt for the item.

**Loc:** Enter Location you wish to change status for

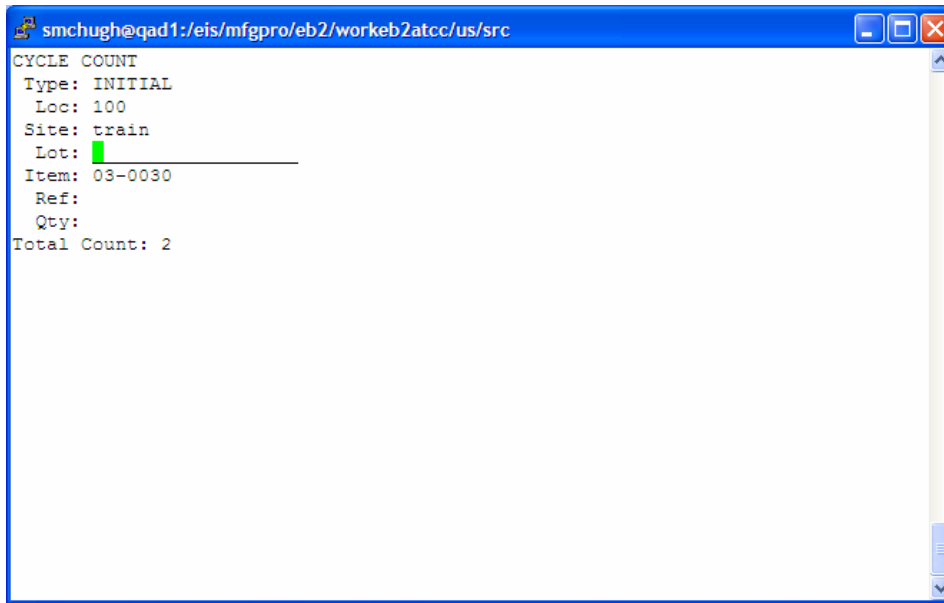
**Ref:** Enter Reference you wish to change status for

**Stat:** Enter the new status you wish to make this inventory.

Pressing Enter, F1 will then commit the transaction into the system and return you to the top

## Cycle Count (OPTION 8 CYCCNT)

Use this screen to cycle count a particular inventory location. The system expects you to scan multiple lot numbers as you are counting. The system will provide a running total of that item counted in a specific location while you are counting.



**Type:** Enter if this is an initial cycle count or recount

**Loc:** Enter the location you wish to count

**Site:** Enter the Site you wish to count

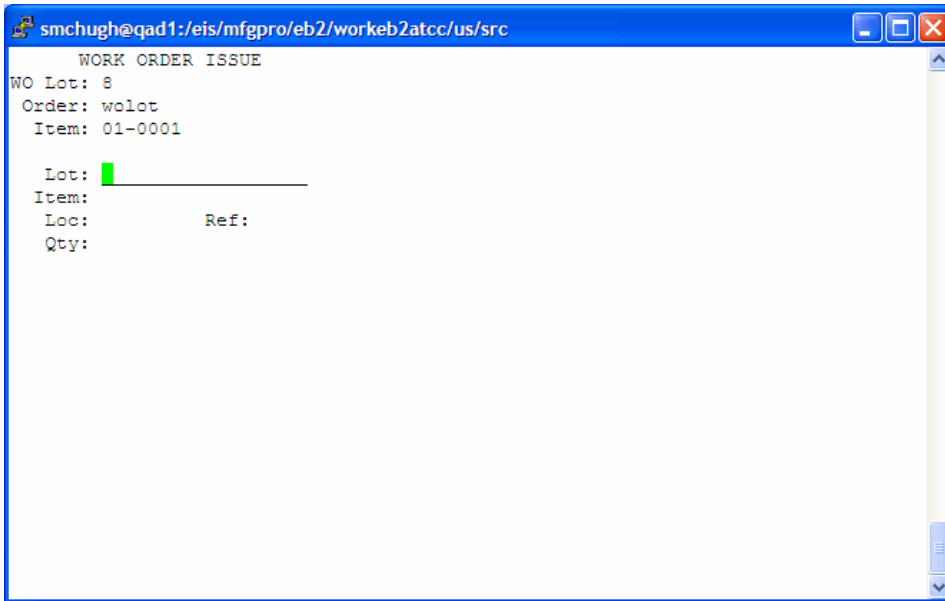
**Lot:** Scan/Enter the Lot number you wish to count, If scanned qty assumed to be 1

**Qty:** If not scanned enter the quantity counted

Pressing F4, To Leave will commit the transaction to QAD

## Work Order Issue (OPTION 9 ISSWO)

Use this screen to issue component materials to a work order. The system will verify what you are issuing to the work order is already been picked to the work order. The system expects you to scan multiple lot numbers to the order. The system will provide a running total of quantities issued by lot/item.



**Wo Lot:** Enter/scan the work order id

**Order:** Enter the work order number

**Item:** The item on the work order will display

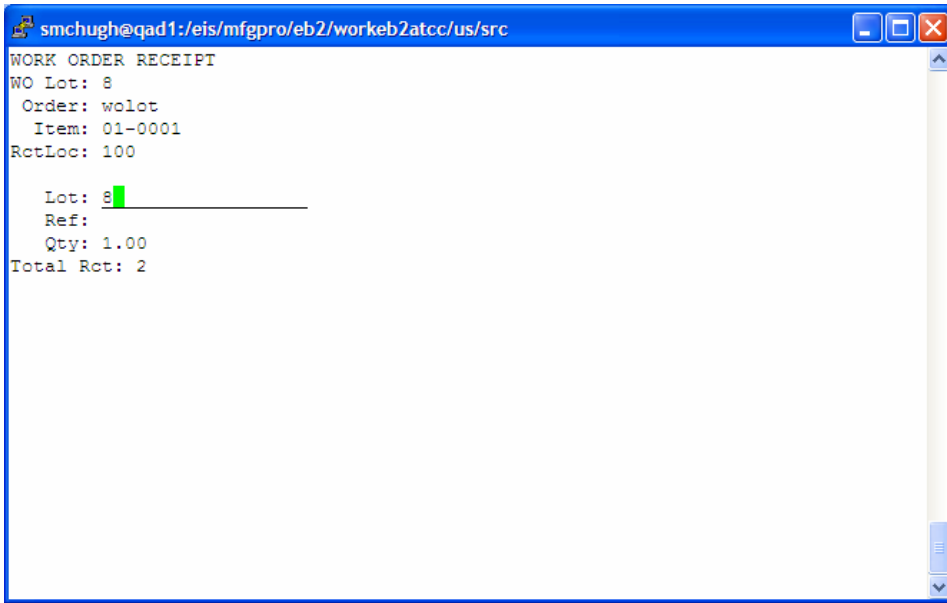
**Lot:** Scan/Enter the lot number used in this work order. If not scanned the system will prompt-for a quantity, otherwise assuming a quantity of 1.

The system will verify that the lot being scanned to the work order has already been detailed allocated.

After all lots have been issued to the work order, the system will prompt-for a "received by". This will be the person who received the material from the picking group.

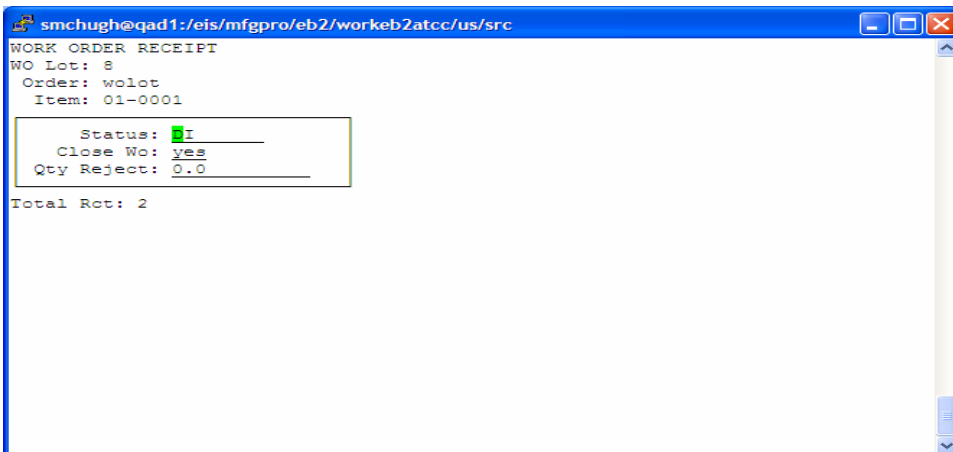
### Work Order Receipt (OPTION 10 RCTWO)

Use this transaction to receive production work orders into the system. The system will prompt-for a work order lot/number. Then you scan multiple lots to receive for this work order. The system will keep a running count of the quantity received on the work order



- Wo Lot:** Scan/Enter the work order id
- Order:** Enter the work order number
- Item:** The item on the work order will display
- Rct Loc:** Enter the inventory location where this material will be received
- Lot:** Scan/Enter the lot number you wish to receive on this work order.

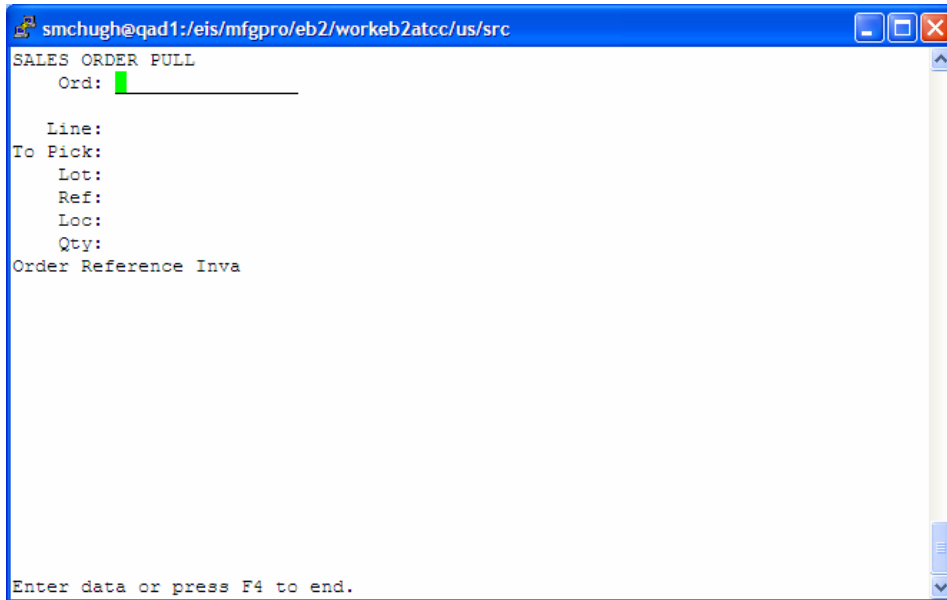
Once you are done scanning/entering lots you press F4 for the transaction to be committed.



For certain work order types you will be prompted for the inventory status/quantity reject and a question to close the work order or not.

### Sales Order Pull (OPTION SOPICK)

**Use this transaction to pick the sales order based upon the pick list that you receive. The system will expect that you scan the whole order based upon the pick list. If you do not scan a particular lot number or your quantities do not match the system will prompt for a supervisor over-ride. The goal is to scan the whole order to completion.**



**Ord:** Scan/Enter the Order Reference printed at top of pick list

**Line:** Enter the sales order line number that you are picking.

**Lot:** Scan/Enter in lot numbers that you are picking to the order. The system will keep a running

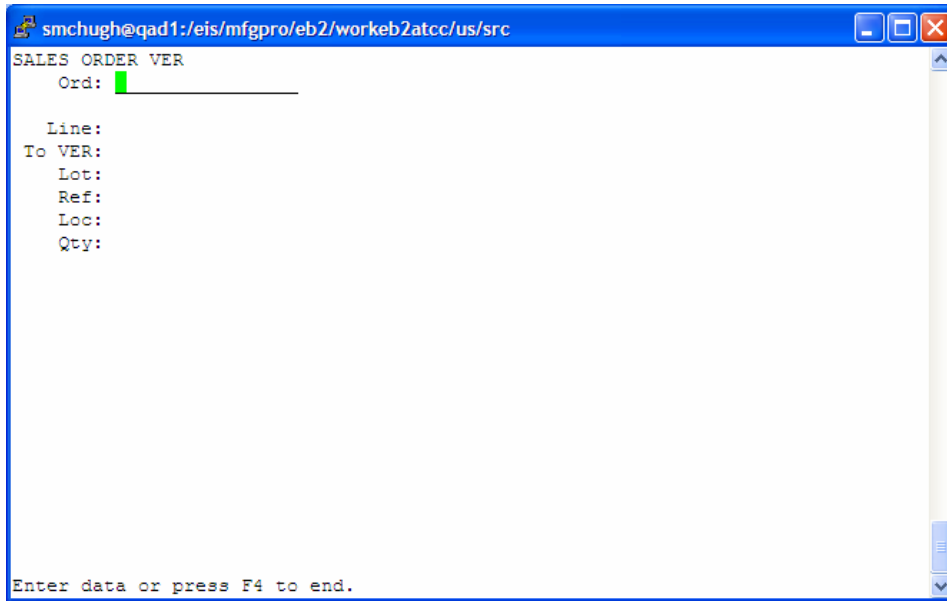
total of items picked for each line item. If you press F4 without scanning all the lots for a particular

sales order line the system will ask for a supervisor over-ride. If you do not scan an item that is

designated as a scan item the system will ask for a supervisor over-ride as well.

## Sales Order Verification (OPTION 12 SOVER)

Use this transaction to verify the sales order to be shipped based upon the pick list that you receive. The system will expect that you scan the whole order based upon the pick list. If you do not scan a particular lot number or your quantities do not match the system will prompt for a supervisor over-ride. The goal is to scan the whole order to completion.



**Ord:** Scan/Enter the Order Reference printed at top of pick list

**Line:** Enter the sales order line number that you are verifying

**Lot:** Scan/Enter in lot numbers that you are verifying to the order. The system will keep a running

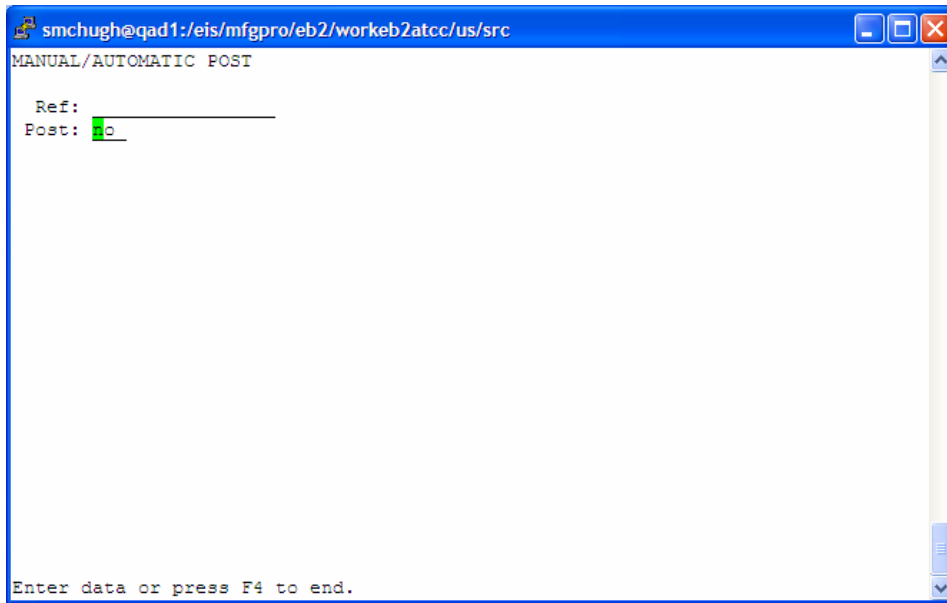
total of items verified for each line item. If you press F4 without scanning all the lots for a

particular sales order line the system will ask for a supervisor over-ride. If you do not scan an item

that is designated as a scan item the system will ask for a supervisor over-ride as well.

## Shipment Post (OPTION 13 SPOST)

Use this function to Post the sales order for transaction completion. The systems prompts for the order/reference number.



**Ref:** Enter the order reference to post

**Post:** Enter yes if you wish to post this order to transaction completion.