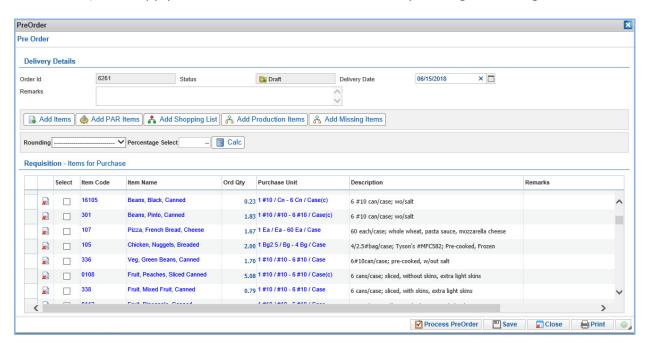# pcs|traknow
Menus Procurement Inventory

AUTOMATIC ORDERING

Solutions for Ordering Based on Menu Portions Forecast, Pars, and Pre-made Shopping Lists
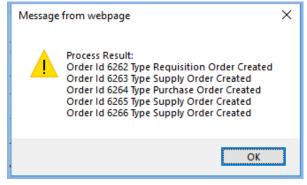
Document Management for Pre-Order Processing, Approvals, and Receiving

Pre-Order function facilitates every type of ordering from one screen

Via a simple, easy-to-use pre-order process, orders can automatically reflect forecast menu needs, par and re-order points, filtered by class, category, supplier or location. Or users can access simple lists and shopping lists with quantities already entered. Site managers can edit and round up or down to the nearest purchase or usage unit. Once the manager is happy with the order he/she presses one button and the order is split into Requisitions for district or supervisor approval, Purchase Orders direct to vendors (in draft, for later editing and submission), and Supply Orders to the warehouse, all based pre-assigned setting in each item.

PreOrder

Pre Order

Delivery Details

Order Id	6261	Status	Draft
Remarks		Delivery Date	06/15/2018

Add Items | Add PAR Items | Add Shopping List | Add Production Items | Add Missing Items

Rounding [-------------] Percentage Select [ ] Calc

Requisition - Items for Purchase

Select	Item Code	Item Name	Ord Qty	Purchase Unit	Description	Remarks
☐	16105	Beans, Black, Canned	0.23	1 #10 / Cn - 6 Cn / Case(c)	6 #10 can/case; wo/salt	
☐	301	Beans, Pinto, Canned	1.83	1 #10 / #10 - 6 #10 / Case(c)	6 #10 can/case; wo/salt	
☐	107	Pizza, French Bread, Cheese	1.67	1 Ea / Ea - 60 Ea / Case	60 each/case; whole wheat, pasta sauce, mozzarella cheese	
☐	105	Chicken, Nuggets, Breaded	2.00	1 Bg2.5 / Bg - 4 Bg / Case	4/2.5#bag/case; Tyson's #MFC582; Pre-cooked, Frozen	
☐	336	Veg, Green Beans, Canned	1.70	1 #10 / #10 - 6 #10 / Case	6#10can/case; pre-cooked, w/out salt	
☐	0108	Fruit, Peaches, Sliced Canned	5.08	1 #10 / #10 - 6 #10 / Case(c)	6 cans/case; sliced, without skins, extra light skins	
☐	338	Fruit, Mixed Fruit, Canned	0.79	1 #10 / #10 - 6 #10 / Case	6 cans/case; sliced, with skins, extra light skins	

Process PreOrder | Save | Close | Print

Processing the Pre-order automatically creates Requisitions for District or Supervisor Approval, Supply Orders to the warehouse, central kitchen, or base kitchen, and Purchase Orders to outside vendors. Electronic interfaces send orders to participating vendors automatically on a real time or determined schedule.

Message from webpage ✕

⚠ Process Result:
Order Id 6262 Type Requisition Order Created
Order Id 6263 Type Supply Order Created
Order Id 6264 Type Purchase Order Created
Order Id 6265 Type Supply Order Created
Order Id 6266 Type Supply Order Created

[OK]

pcs
Revenue Control Systems

560 Sylvan Ave. Englewood Cliffs, NJ 07632
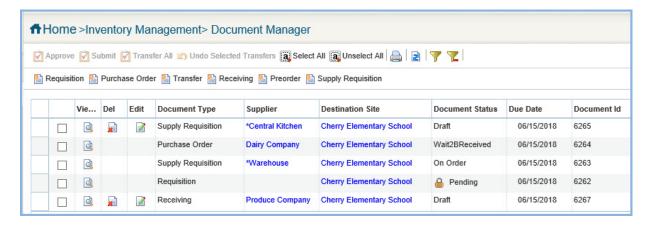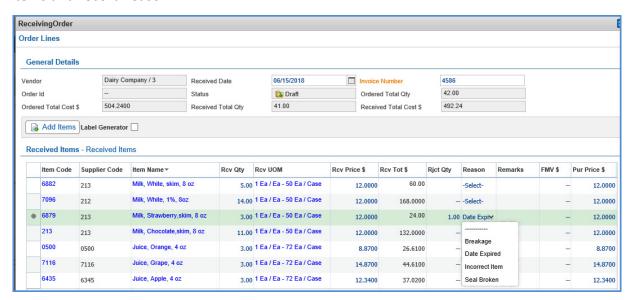800-247-3061 • www.pcsrcs.com • info@pcsrcs.com

Document Manager

Users can control and monitor all ordering and receiving activity in the Document Manager. View, delete, edit (if still in draft mode) and cancel or reverse. Suppliers and due dates are clearly marked. Click the top of any column to sort by column heading.

Home >Inventory Management> Document Manager

☑ Approve ☑ Submit ☑ Transfer All ↻ Undo Selected Transfers 🔤 Select All 🔤 Unselect All 🖨 | 🔁 | 🌪 🌪 |

📄 Requisition 📄 Purchase Order 📄 Transfer 📄 Receiving 📄 Preorder 📄 Supply Requisition

	Vie...	Del	Edit	Document Type	Supplier	Destination Site	Document Status	Due Date	Document Id
☐	🔍	❌	📝	Supply Requisition	*Central Kitchen	Cherry Elementary School	Draft	06/15/2018	6265
☐	🔍			Purchase Order	Dairy Company	Cherry Elementary School	Wait2BReceived	06/15/2018	6264
☐	🔍			Supply Requisition	*Warehouse	Cherry Elementary School	On Order	06/15/2018	6263
☐	🔍			Requisition		Cherry Elementary School	🔒 Pending	06/15/2018	6262
☐	🔍	❌	📝	Receiving	Produce Company	Cherry Elementary School	Draft	06/15/2018	6267

Receiving Screen

Enter the invoice number, check the vendor item code, edit any amounts received that are different than the amount ordered, add last minute ordered items, reject broken or spoiled items and record reason.

ReceivingOrder

Order Lines

General Details

Vendor	Dairy Company / 3	Received Date	06/15/2018	Invoice Number	4586
Order Id	--	Status	📂 Draft	Ordered Total Qty	42.00
Ordered Total Cost $	504.2400	Received Total Qty	41.00	Received Total Cost $	492.24

📄 Add Items Label Generator ☐

Received Items - Received Items

Item Code	Supplier Code	Item Name▼	Rcv Qty	Rcv UOM	Rcv Price $	Rcv Tot $	Rjct Qty	Reason	Remarks	FMV $	Pur Price $
6882	213	Milk, White, skim, 8 oz	5.00	1 Ea / Ea - 50 Ea / Case	12.0000	60.00		-Select-		--	12.0000
7096	212	Milk, White, 1%, 8oz	14.00	1 Ea / Ea - 50 Ea / Case	12.0000	168.0000	--	-Select-		--	12.0000
6879	213	Milk, Strawberry,skim, 8 oz	3.00	1 Ea / Ea - 50 Ea / Case	12.0000	24.00	1.00	Date Expir		--	12.0000
213	213	Milk, Chocolate,skim, 8 oz	11.00	1 Ea / Ea - 50 Ea / Case	12.0000	132.0000	--	---------- Breakage		--	12.0000
0500	0500	Juice, Orange, 4 oz	3.00	1 Ea / Ea - 72 Ea / Case	8.8700	26.6100	--	Date Expired		--	8.8700
7116	7116	Juice, Grape, 4 oz	3.00	1 Ea / Ea - 72 Ea / Case	14.8700	44.6100	--	Incorrect Item		--	14.8700
6435	6345	Juice, Apple, 4 oz	3.00	1 Ea / Ea - 72 Ea / Case	12.3400	37.0200	--	Seal Broken		--	12.3400

Partially received orders automatically create back orders (if allowed by the district) or can be closed by the user.

Rejected items can be recorded and subtracted from the receiving screen along with documentation of reason.