

Shipping with JOBZ!

JOBZ! makes it easy for a sales rep to produce delivery instructions. Simply select a company name and then a person name from the pop-up list, which displays contacts in your address database. The contact's delivery address and phone, plus any standard delivery notes, pop into the delivery instructions screen.

JOBZ! tracks the quantity specified for each destination, and compares it with the quantity ordered. Each destination can be set automatically with the job's ship and due dates. Add a further note if you like. Carrier type can be specified.

The instructions can be printed as part of the Sales Order to Production, by themselves as a standalone document, or as part of the JOBZ! Ticket. They can also be exported as an Excel spreadsheet.

And now, the Shipping Department can use JOBZ! to produce carton labels, packing lists and shipping summaries.

Click the Shipping button, and a screen appears that scrolls through each destination that the sales rep has specified. Simply enter the carton number and quantity in the carton, for as many cartons as it takes to make a complete shipment. A running total is kept for the destination and a grand total for all the destinations. Optionally enter notes that will appear on the packing list. Then click the Labels button.

Using standard stationery store 6-up shipping labels, as many labels will print as you have specified. Each label displays the carton number, carton count and quantity in the carton, as well as the sales-entered address, job title, job number, PO number, and your plant's return address and company logo.

Click the Packing List button and produce a document for each destination that summarizes the shipment, and provides a delivery receipt. Then click the Summary button and produce a report that documents all of the shipments.

The interface is simple and intuitive, the sales-entered information is leveraged, clerical errors are eliminated, and the shipping department saves a lot of time.

"Everything in writing, without the paperwork."

Below is the Shipping screen. Following page is the sales input screen, and example documents follow that.

<input type="button" value="Order"/> <input type="button" value="Labels"/> <input type="button" value="P. Lists"/> <input type="button" value="Sum"/>		Ordered 10,000 Destined 10,150 Shipped 10,150	Job # 826-1521 Customer 11 by Seventeen Job Title Like a Rolling Stone	PO# 1112445																					
<input type="button" value="3 Destinations"/>																									
Destination 11 by Seventeen Antioch Store #40 408-354-5877 19000 Old Vineyard Road Antioch KY 12456		<table border="1"> <thead> <tr> <th>Ctn #</th> <th>Qty</th> <th></th> </tr> </thead> <tbody> <tr><td>1</td><td>1,000</td><td>X</td></tr> <tr><td>2</td><td>1,000</td><td>X</td></tr> <tr><td>3</td><td>1,000</td><td>X</td></tr> <tr><td>4</td><td>1,000</td><td>X</td></tr> <tr><td>5</td><td>1,000</td><td>X</td></tr> <tr><td></td><td></td><td>X</td></tr> </tbody> </table>	Ctn #	Qty		1	1,000	X	2	1,000	X	3	1,000	X	4	1,000	X	5	1,000	X			X	Sales Instructions General Delivery Notes These notes apply to all shipments, and the notes below apply to the individual destinations.	
Ctn #	Qty																								
1	1,000	X																							
2	1,000	X																							
3	1,000	X																							
4	1,000	X																							
5	1,000	X																							
		X																							
Packing List Notes <input type="button" value="Insert Sales Destination Note"/>		<table border="1"> <thead> <tr> <th>Ship</th> <th>Due</th> <th>Via</th> </tr> </thead> <tbody> <tr> <td>12/2</td> <td>12/3</td> <td>Best Way</td> </tr> </tbody> </table>			Ship	Due	Via	12/2	12/3	Best Way															
Ship	Due	Via																							
12/2	12/3	Best Way																							
These notes appear on the Packing List. Sales-entered notes appear to the right. Scroll through the destinations that sales specified. Enter a carton number and carton quantity for each carton. Then click the Labels button.		Destination Note Antioch Store #40 Call for receiving appointment. Receiving hours 9 am to 4 pm weekdays only. Max. weight per carton 40 lbs. Part# and PO# on all cartons. Copy all bills of lading to Central Receiving, 11 by Seventeen.																							
		5 Ctns. 5,000 Total	<input type="text" value="5,000"/>	<input type="text" value="Qty."/>																					
<input type="button" value="←"/> <input type="button" value="→"/>		Enter a Carton Number and Quantity for each carton to a Destination, then print Labels and Packing Lists. Browse Destinations using the arrows.																							
		10,150 Shipped to 3 Destinations																							

	SOP	Find...	Sort	List	Edited Today	Forms	Confirmations		
Delivery Instructions	email 1 SOP	SPEX	QUOTE	ORDER	SCHEDULE	AC'S	INVOICE	ADMIN	
Confirmation			1	2	3	4	+ Mail	Production	Delivery

Working 11 by Seventeen - Like a Rolling Stone - 24 pages + fold-out

Job # 826-1521 **Customer PO #** 1112445
Sales Samples 100 for Sales Rep **Customer Samples** 150 **Qty. Allow.** 5/0% **Rev.**
FOB Point FOB Origin **Freight Charges** Freight Additional

Clear Schedule	Auto >	1
Files Due	Fri 11/27/09	4
Proofs	Mon 11/30/09	1
On-press	Tue 12/1/09	
Mail		?
December Ship	Wed 12/2/09	1
1st Deliv		
1st Deliv Qty		
Bal Deliv	Thu 12/3/09	2
December Invoice	Fri 12/4/09	

General Delivery Notes
 These notes apply to all shipments, and the notes below apply to the individual destinations.

10,000 Order
 10,150 Destined 3 Destinations
 -150 Difference

SAMPLES & DELIVERY DESTINATIONS

Shipping

QTY / NOTE	(COMPANY)	(ATTN)	COMPANY-ATTN-PHONE-ADDRESS	SHIP	DUE	VIA	
150	11 by Seventeen	Paige Turner	11 by Seventeen Paige Turner 408-395-8183 2538 22nd Street Suite A5 Opa City WI 54956	Dec 2	Dec 3	Sales Rep	
Samples							
Delivery Notes			Store Paige Turner's special instructions regarding deliveries in her ADDRESS record, and they will be inserted into this field when specifying her as a destination.				
5,000	11 by Seventeen	Central Receiving	11 by Seventeen Central Receiving 510-837-4500 1536 Valley Parkway Stockton CA 97524	Dec 2	Dec 3	Truck	
Qty.							
Delivery Notes			Central Receiving is the destination for any allowable over-runs. Do not deliver overs to any other location. Max. weight per carton 40 lbs. Part# and PO# on all cartons.				
5,000	11 by Seventeen	Antioch Store #40	11 by Seventeen Antioch Store #40 408-354-5877 19000 Old Vineyard Road Antioch KY 12456	Dec 2	Dec 3	Best Way	
Qty.							
Delivery Notes			Antioch Store #40 Call for receiving appointment. Receiving hours 9 am to 4 pm weekdays only. Max. weight per carton 40 lbs. Part# and PO# on all cartons. Copy all bills of lading to Central Receiving, 11 by Seventeen.				
Delivery Notes							

Customer: 11 by Seventeen
Job Title: Like a Rolling Stone

Est #: 826-1521
Job #: 826-1521
Proj #: 826-1521
PO #: 1112445

Rep: Jim Taylor
Date: Nov 25, 2009

Sales Samples: 100 for Sales Rep **Customer Samples:** 150

General Delivery Notes: These notes apply to all shipments, and the notes below apply to the individual destinations.

Order Qty: 10,000 (+/- 5/0%)
Destined: 10,150
Difference: -150

Customer Contact:

11 by Seventeen
Paige Turner
2538 22nd Street Suite A4
Opa City WI 54956
408-395-8183

Proofs ATTN:

Database Testing, Inc.
Aart Major
18338 Las Major Road Los Majoros CA 95033
408 395-8183 carpedata@verizon.net

Invoice ATTN:

Accounts Payable
11 by Seventeen
2538 22nd Street Suite A4
Opa City WI 54956

Samples & Delivery Destinations

150 Samples Ship: 12/2/2009 Due: 12/3/2009 Via: Sales Rep

11 by Seventeen
Paige Turner 408-395-8183
2538 22nd Street Suite A5
Opa City WI 54956

Store Paige Turner's special instructions regarding deliveries in her ADDRESS record, and they will be inserted into this field when specifying her as a destination.

5000 Qty. Ship: 12/2/2009 Due: 12/3/2009 Via: Truck

11 by Seventeen
Central Receiving 510-837-4500
1536 Valley Parkway
Stockton CA 97524

Central Receiving is the destination for any allowable over-runs. Do not deliver overs to any other location. Max. weight per carton 40 lbs. Part# and PO# on all cartons.

5000 Qty. Ship: 12/2/2009 Due: 12/3/2009 Via: Best Way

11 by Seventeen
Antioch Store #40 408-354-5877
19000 Old Vineyard Road
Antioch KY 12456

Antioch Store #40 Call for receiving appointment. Receiving hours 9 am to 4 pm weekdays only. Max. weight per carton 40 lbs. Part# and PO# on all cartons. Copy all bills of lading to Central Receiving, 11 by Seventeen



San Francisco Manufacturing
1250 6th Street
San Francisco CA 94043

Description Job # 826-1521 11/25/09

Like a Rolling Stone

PO# 1112445

11 by Seventeen
Antioch Store #40 408-354-5877
19000 Old Vineyard Road
Antioch KY 12456

Qty. 1,000 Carton 1 of 5



San Francisco Manufacturing
1250 6th Street
San Francisco CA 94043

Description Job # 826-1521 11/25/09

Like a Rolling Stone

PO# 1112445

11 by Seventeen
Antioch Store #40 408-354-5877
19000 Old Vineyard Road
Antioch KY 12456

Qty. 1,000 Carton 4 of 5



San Francisco Manufacturing
1250 6th Street
San Francisco CA 94043

Description Job # 826-1521 11/25/09

Like a Rolling Stone

PO# 1112445

11 by Seventeen
Antioch Store #40 408-354-5877
19000 Old Vineyard Road
Antioch KY 12456

Qty. 1,000 Carton 2 of 5



San Francisco Manufacturing
1250 6th Street
San Francisco CA 94043

Description Job # 826-1521 11/25/09

Like a Rolling Stone

PO# 1112445

11 by Seventeen
Antioch Store #40 408-354-5877
19000 Old Vineyard Road
Antioch KY 12456

Qty. 1,000 Carton 5 of 5



San Francisco Manufacturing
1250 6th Street
San Francisco CA 94043

Description Job # 826-1521 11/25/09

Like a Rolling Stone

PO# 1112445

11 by Seventeen
Antioch Store #40 408-354-5877
19000 Old Vineyard Road
Antioch KY 12456

Qty. 1,000 Carton 3 of 5



San Francisco Manufacturing
1250 6th Street
San Francisco CA 94043

Description Job # 826-1521 11/25/09

Like a Rolling Stone

PO# 1112445

11 by Seventeen
Paige Turner 408-395-8183
2538 22nd Street Suite A4
Opa City WI 54956

Qty. 150 Carton 1 of 1



San Francisco Manufacturing
1250 6th Street
San Francisco CA 94043

November 25, 2009

Packing List

Job 826-1521

Like a Rolling Stone

PO# 1112445

11 by Seventeen
Antioch Store #40 408-354-5877
19000 Old Vineyard Road
Antioch KY 12456

Notes

These notes appear on the Packing List. Sales-entered notes appear to the right. Scroll through the destinations that sales specified. Enter a carton number and carton quantity for each carton. Then click the Labels button.

Number of Cartons	Total Qty
5	5,000

Receipt

Job 826-1521

Like a Rolling Stone

PO# 1112445

11 by Seventeen
Antioch Store #40 408-354-5877
19000 Old Vineyard Road
Antioch KY 12456

San Francisco Manufacturing
1250 6th Street
San Francisco CA 94043

Number of Cartons	Total Qty
5	5,000

X

Received By

Date & Time



San Francisco Manufacturing
1250 6th Street
San Francisco CA 94043

November 25, 2009

Shipping Summary

Job 826-1521

Like a Rolling Stone

PO# 1112445

Ordered 10,000

Destined 10,150

Total Shipped to 3 Destinations 10,150

Shipped To		Number of Cartons	Qty
11 by Seventeen	Opa City WI	1	150
11 by Seventeen	Stockton CA	5	5,000
11 by Seventeen	Antioch KY	5	5,000
Total Shipped to 3 Destinations			10,150