

SERIES³

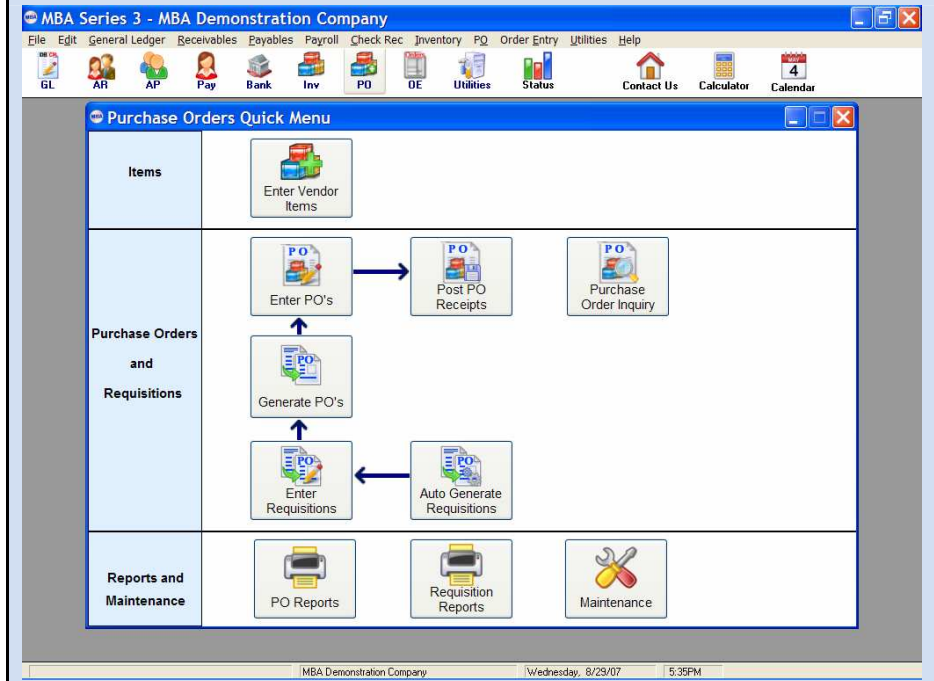
ACCOUNTING SOFTWARE
FOR WINDOWS™

REPORTS:

Reports may be printed, previewed, written to PDF files, or written to text files

- PO Information
- Commitment Schedule
- Incoming Material
- Past Due Material
- Item Status
- Outstanding Item Requisition
- Item Purchase Catalog
- EOQ Comparison

PURCHASE ORDERS



The MBA Purchase Order module helps you to create, print, and receive purchase orders. You can manage your items and costs faster and more accurately.

Many PO reports are available to provide you with the information necessary to maintain a good handle on your purchase activity. PO's may be printed, previewed, or written to PDF files for emailing to your vendors. PO's can also be reprinted and reviewed after they are closed.

Requisitions may be generated automatically and purchase orders created from them. Automatic requisitions are based upon on-hand, on-order, requirements and reorder point criteria. You can also enter manual PO's.

Multiple vendors can be set up for each part number in your PO item file. Default vendors may be set up, but can be overridden.

When PO's are received, the inventory on-hand/ on-order quantities are automatically updated. Partial receipts are supported.

Purchase Orders integrates with MBA Accounts Payable (required) and Inventory modules (required).



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