

FIND RECEIVINGS FILTER Job Aid

- Select **RECEIVING > FIND RECEIVINGS**
- Click on **CUSTOMER** and **FACILITY**
- Put **1000** on **LIMIT TO FIRST** box

Add to Favorites Help Feature Request Support Logout Powered by 3PL Central

User: Masoom Siddiqui Customer: Sale for Distribution and Communication Ltd. Warehouse: SMSA Express Warehouse

Shipping Receiving Purchase Orders Returns Assemblies Adjustment Reports Documents Items Home

Create Receiving Manage Open Receivings Find Receivings Import ASN Send Receipt Advice Setups

FIND AND MANAGE RECEIVINGS Customer: Sale for Distribution and Communication Ltd.

[Please Read: Find Receivings Help](#)

Find Receivings

Customer: Sale for Distribution and Communication Ltd. (auto find)
 Facility: SMSA Express Warehouse (auto find)

Note contains:
 ASN #:
 PO #:
 Trailer #:
 Reference #:

Status: open closed either
 Receipt Advice: not sent sent either
 Incomplete: show hide

Date Range: created expected
 arrival
 Begin: 12
 End: 14

Transaction Range: Begin End

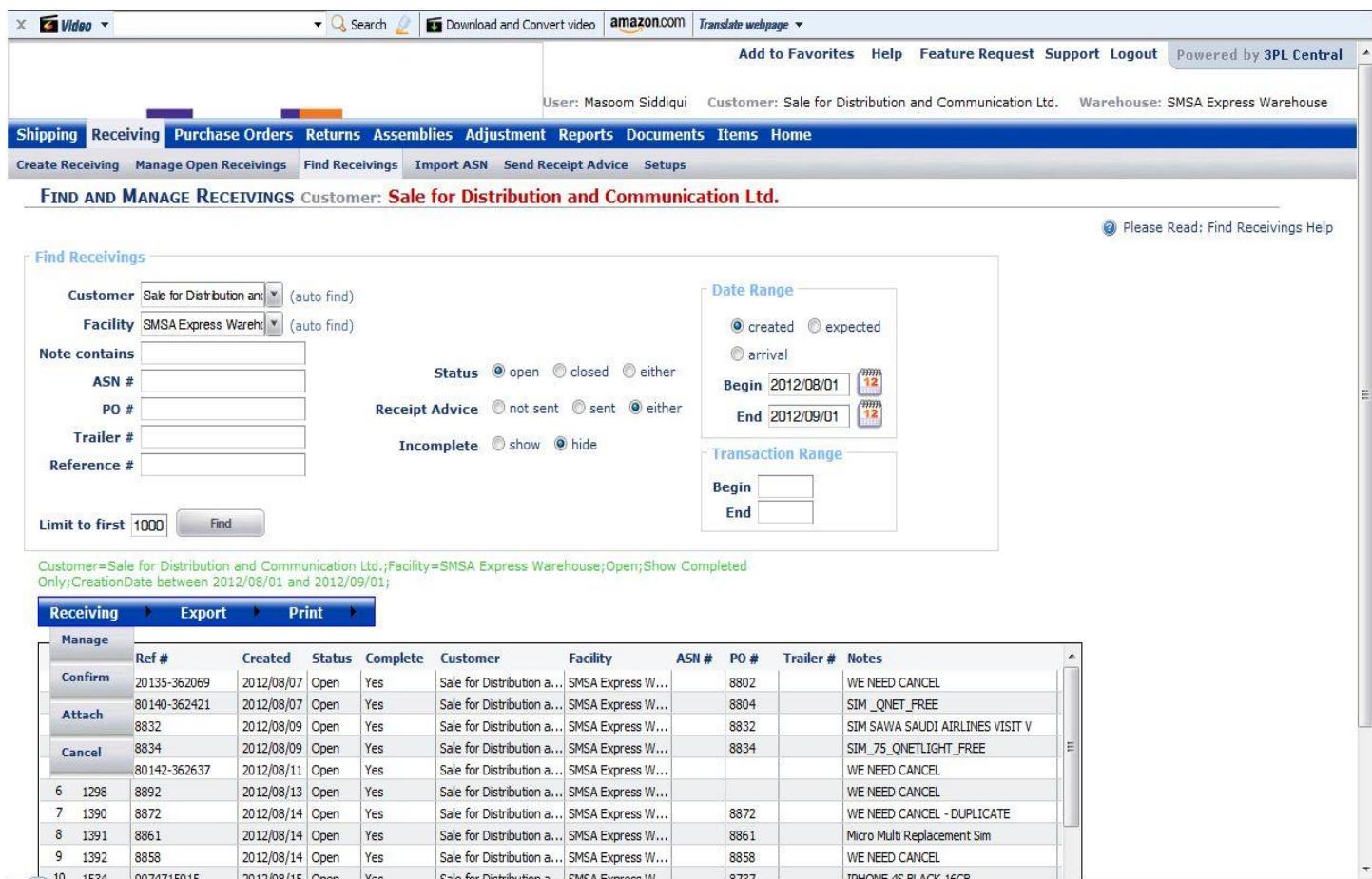
Limit to first: 1000

Customer=Sale for Distribution and Communication Ltd.; Facility=SMSA Express Warehouse; Open; Show Completed Only;

Receiving Export Print

ID	Ref #	Created	Status	Complete	Customer	Facility	ASN #	PO #	Trailer #	Notes
1 404	20135-362069	2012/08/07	Open	Yes	Sale for Distribution a...	SMSA Express W...	8802			WE NEED CANCEL
2 555	80140-362421	2012/08/07	Open	Yes	Sale for Distribution a...	SMSA Express W...	8804			SIM_QNET_FREE
3 719	8832	2012/08/09	Open	Yes	Sale for Distribution a...	SMSA Express W...	8832			SIM SAWA SAUDI AIRLINES VISIT V
4 721	8834	2012/08/09	Open	Yes	Sale for Distribution a...	SMSA Express W...	8834			SIM_75_QNETLIGHT_FREE
5 991	80142-362637	2012/08/11	Open	Yes	Sale for Distribution a...	SMSA Express W...				WE NEED CANCEL
6 1298	8892	2012/08/13	Open	Yes	Sale for Distribution a...	SMSA Express W...				WE NEED CANCEL
7 1390	8872	2012/08/14	Open	Yes	Sale for Distribution a...	SMSA Express W...	8872			WE NEED CANCEL - DUPLICATE
8 1391	8861	2012/08/14	Open	Yes	Sale for Distribution a...	SMSA Express W...	8861			Micro Multi Replacement Sim
9 1392	8858	2012/08/14	Open	Yes	Sale for Distribution a...	SMSA Express W...	8858			WE NEED CANCEL
10 1534	9074715915	2012/08/15	Open	Yes	Sale for Distribution a...	SMSA Express W...	8737			IPHONE 4S BLACK 16GB

- Status should be **Open**
- Receipt Advice should be **Either**
- Incomplete should be **Hide**
- Date Range filter to **Aug. 1 until Present Day** (*if sure that previous day/s prior to current day are all cleared, one can select a shorter date range*)
- Click **Find**



FIND AND MANAGE RECEIVINGS Customer: Sale for Distribution and Communication Ltd.

Please Read: Find Receivings Help

Find Receivings

Customer: Sale for Distribution and Communication Ltd. (auto find)
 Facility: SMSA Express Warehouse (auto find)

Note contains:
 ASN #:
 PO #:
 Trailer #:
 Reference #:

Status: open closed either
 Receipt Advice: not sent sent either
 Incomplete: show hide

Date Range: created expected
 arrival
 Begin: 2012/08/01
 End: 2012/09/01

Transaction Range: Begin End

Limit to first: 1000

Customer=Sale for Distribution and Communication Ltd.; Facility=SMSA Express Warehouse; Open; Show Completed Only; CreationDate between 2012/08/01 and 2012/09/01;

Receiving	Export	Print								
Manage										
Confirm	Ref # 20135-362069	Created 2012/08/07	Status Open	Complete Yes	Customer Sale for Distribution a...	Facility SMSA Express W...	ASN # 8802	PO #	Trailer #	Notes WE NEED CANCEL
Attach	80140-362421	2012/08/07	Open	Yes	Sale for Distribution a...	SMSA Express W...	8804			SIM_QNET_FREE
Cancel	8832	2012/08/09	Open	Yes	Sale for Distribution a...	SMSA Express W...	8832			SIM SAWA SAUDI AIRLINES VISIT V
	8834	2012/08/09	Open	Yes	Sale for Distribution a...	SMSA Express W...	8834			SIM_75_QNETLIGHT_FREE
	80142-362637	2012/08/11	Open	Yes	Sale for Distribution a...	SMSA Express W...				WE NEED CANCEL
6 1298	8892	2012/08/13	Open	Yes	Sale for Distribution a...	SMSA Express W...				WE NEED CANCEL
7 1390	8872	2012/08/14	Open	Yes	Sale for Distribution a...	SMSA Express W...	8872			WE NEED CANCEL - DUPLICATE
8 1391	8861	2012/08/14	Open	Yes	Sale for Distribution a...	SMSA Express W...	8861			Micro Multi Replacement Sim
9 1392	8858	2012/08/14	Open	Yes	Sale for Distribution a...	SMSA Express W...	8858			WE NEED CANCEL
10 1524	2012/08/15	Open	Yes	Sale for Distribution a...	SMSA Express W...	8727				TOWING AC BLACK 1000

***** This should now show all open receivings which have not yet been completed/closed for the date range specified**