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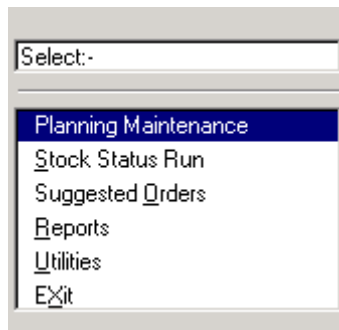
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## Introduction to Materials Planning



The Materials Planning module was developed by Economic Data Services Ltd (EDS) using the Sage Line 100 Retrieve 4GL language and is completely compatible with other Line 100 modules.

The module integrates with the Sovman Bill of Materials, Works Orders and Sales Forecasts modules and the Line 100 Stock Control, Sales Order Processing and Purchase Order Processing modules.

Materials' planning explodes inputs (see below) multi-level through the Sovman BOM producing a time-phased requirements plan.

Materials' planning uses a calendar identifying the financial week, manufacturing week and the actual week. The calendar can indicate holidays and shutdowns. The 'periods may be days and/or weeks e.g. daily for 2 weeks, weekly thereafter. The calendar may be specified for up to any number of years ahead.

Inputs to the Materials Requirement Planning (MRP) run are taken from a number of sources:

Any 'to follow' order quantities for manufactured items from sales order processing.

Any works orders raised through the Sovman works order module.

Any planned production entered through the Requirements Planning function within materials planning.

Any sales forecast entered through the Sovman sales forecasts module.

Requisitions raised through the re-order function within Materials Planning.

The plan may be projected for a planning horizon specified in days or weeks.

If the Sovman sales forecasts module is not present, sales forecast may be directly entered into the plan as a weekly forecast for a projected number of weeks.

Inputs are exploded and netted against stock and WIP/on order to produce the materials plan.

The plan can be viewed on the screen with drill down windows displaying the actual transaction details for any column e.g. purchase order details for on order.

The plan may also be printed as a report with selections on product group, item and depot.

Materials Planning uses re-order levels, re-order quantities and top-up quantities to recommend requisitions within the plan. For works order items, these may be converted to production plan (planned inputs) dynamically through the planning screen. These inputs can be immediately exploded and the effect can be viewed.

Re-order reports may be produced for purchase orders, works orders and sub contract orders.

The Suggested Orders function will allow you to automatically generate works orders and purchase orders:

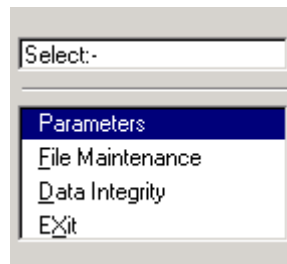
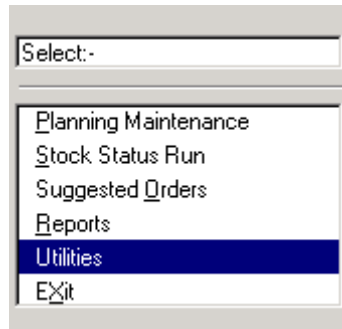
Requisitions may be converted to Line 100 purchase orders using the Suggested Orders function.

Production plan may be created from requisitions using the Suggested Orders function.

Production plan may be converted into works orders using the Suggested Orders function.

Materials planning will also highlight items that are potentially over-stocked within the horizon, thus indicating purchase orders that may be cancelled or re-scheduled.

## Parameters



Use this program to set up the options and defaults of your Material Planning module before you begin. As with all Line 100 modules, the utilities are an important first step that must be taken before any further processing is attempted.

## Options

Options	Horizons	Decimals	Calendar	Security	Text	Exclude Depot	Release Depot
Stock Status Options (1 of 3)							
Automatic creation of temporary indexes within SSR (Y/N)? <input type="button" value="Yes"/>							
Use average usage on variable BOMS for SSR run (Y/N)? <input type="button" value="No"/>							
Explode planned inputs down multi level (Y/N)? <input type="button" value="No"/>							
Zeroise negative actual stock values for SSR (Y/N)? <input type="button" value="No"/>							
"A"ctual/"F"inancial weeks/periods displayed in SSR (A/F)? <input type="text" value="Actual"/>							
Short Planned Input Window (Y/N)? <input type="button" value="No"/>							
Daily calendar required in SSR (Y/N)? <input type="button" value="No"/>							
Number of working days for daily calendar <input type="text" value="0"/>							
Use new explosion routine for SSR run (Y/N)? <input type="button" value="No"/>							
Lead time on stock file in working days (Y/N)? <input type="button" value="No"/>							

When you select the Utilities option, the screen displays a menu with Options as the first choice.

The following options simply require a single response:

### SSR Options

**Automatic creation of temporary indexes within SSR (Y/N)?** The materials plan or stock status run (SSR) can be enquired upon through the Requirements Planning function. This allows details for each column e.g. purchase orders, to be displayed as 'pop-ups'. The SSR run will create the indexes for these enquiries automatically unless this parameter is set to No, when the indexes will be created the first time the enquiry is used. These indexes are required for access to Line 100 sales and purchase orders. If these volumes are low, then the parameter should be set to Yes. If volumes are particularly high, then setting the option to No will allow the indexes to be created when the actual enquiry function is selected.

Set to Y - indexes will be created.

Set to N - indexes are not created and are created when needed.

**Use average usage on variable BOMS for SSR run (Y/N)?** Components within a BOM may be specified as variables. This means that the actual quantity required is not known until a specific works order is raised. However, when generating requirements through the stock status run, some basis for calculating the quantity required is needed. The Sovman BOM module has an average quantity that may be entered manually or calculated from past history of usage. This parameter determines whether this average quantity is used in the stock status run or the variable item is ignored.

Set to Y - When the stock status run is performed, the quantity for variable items within the BOM will be taken as an average quantity and exploded

	<p>down to further levels for the requirement plan.</p> <p>Set to N - Variable items within the BOM are ignored for further explosion within the stock status run (SSR).</p>
Explode planned inputs down multi level (Y/N)?	<p>The Requirements Planning function can be used to create or amend planned production i.e. works orders that are planned and not yet released into work-in-progress. Materials planning will automatically explode the plan down through the Bill of Material structure multi-level, reflecting the effect of the plan at lower levels, when the stock status function is run. The requirements generated from the plan can then be viewed through the 'Reqt's' enquiry within Requirements Planning.</p> <p>This parameter can be used to explode entered plan in real-time i.e. as the plan is entered or amended. You will normally set this to No.</p> <p>Set to Y - planned works orders will be exploded multi-level as they are entered i.e. in real-time.</p> <p>Set to N - planned works orders will not explode multi-level in real-time. The effect at lower levels can only be viewed by running a stock status run.</p>
Zeroise negative actual stock values for SSR (Y/N)?	<p>If there are any negative actual stocks within the Line 100 stock control file, this option can be used to ignore them within the MRP run.</p> <p>Set to Yes - negative stocks are zeroised for the MRP netting</p> <p>Set to No - the negative stock figure is included in the MRP netting</p>
"A"ctual/"F"inancial weeks/periods displayed in SSR (A/F)?	<p>The material requirement plan is displayed within the Materials Planning module in weeks. Each week is given a week number. This option determines which week number is used.</p> <p>Set to A - the actual (i.e. calendar) week number is displayed</p> <p>Set to F - the financial week number and the actual week number are displayed</p>
Short Planned Input Window (Y/N)?	<p>When entering production plan the plan window will over-write the normal planning screen. Use this option to display a smaller window so that the planning screen can also be viewed.</p>
Daily calendar required in SSR (Y/N)	<p>The materials planning run uses the calendar defined within the parameters function. This allows you to define the weeks for which the materials plan will operate. You can also define holidays and weekends within the calendar.</p> <p>This parameter allows you to automatically create a daily calendar for a specified number of days (see below). The days are automatically created using the working days specified within the calendar.</p>
Number of working days for daily calendar	<p>The daily calendar (see above) may be automatically created for a specified number of days.</p>
Use new explosion routine for SSR run (Y/N)?	<p>This will explode each individual transaction rather than totals for each item. See parameter below.</p>

Lead time on stock file in working days (Y/N)

When entering the lead times on the Line 100 stock control file, this may be specified in actual or working days. If working days are specified, Sovman will offset requirements by the lead times and take into account actual working days as specified by weekends and holidays in the calendar. This will also be done for any daily horizon that is set e.g. first two weeks in days.

If actual days are specified, Sovman will ignore weekends or holidays except for the daily horizon.

NB: New explosion routine = Yes, means Sovman will take account of actual working days when offsetting, otherwise Sovman only rounds up to nearest week. If lead-time in w/days = Yes, Sovman will take account of holidays etc, (1 week = 5days). If No, lead-time should be 1 week = 7 days, this will consider weekends but not holidays. The most accurate setting is lead-time in working days = Yes, Use new explosion routine = Yes (lead time 1 week=5days). The next most accurate is lead-time in working days = Yes, use new explosion routine = No, but this does not consider holidays (lead time 1 week=7days).

Options	Horizons	Decimals	Calendar	Security	Text	Exclude Depot	Release Depot
Stock Status Options (2 of 3)							
Raise requisitions if available stock falls below ....							
						Reorder level (Y/N)?	<input checked="" type="checkbox"/> Yes
						Minimum stock level (Y/N)?	<input type="checkbox"/> No
						Zero (Critical) (Y/N)?	<input type="checkbox"/> No
Explode requisitions if ....							
						Always (Y/N)?	<input checked="" type="checkbox"/> Yes
						Future available stock < reorder level (Y/N)?	<input type="checkbox"/> No
						Future available stock < minimum stock (Y/N)?	<input type="checkbox"/> No
						Future available stock < zero (Y/N)?	<input type="checkbox"/> No
						Explode requisitions for unverified BOMs (Y/N)?	<input checked="" type="checkbox"/> Yes

Raise requisitions if available stock falls below.... Requisitions are raised by materials planning for both manufactured and purchased items. This parameter determines how requisitions are raised.

Reorder level (Y/N) Requisitions are raised if the projected available stock is less than the re-order level.

Minimum stock level (Y/N) Requisitions are raised if the projected available stock is less than the minimum stock level.

Zero (Critical) Y/N Requisitions are raised if the projected available stock is less than zero.

Explode requisitions if available stock falls below.... Requisitions for manufactured items are exploded in the stock status run to produce requirements at the next level. This parameter determines how these requisitions exploded.

Always (Y/N) If this parameter is set to Yes, requisitions for manufactured items are always exploded. If the projected available stock within the horizon actually covers any requirement e.g. a future production plan or purchase order, you may not require the requisition quantity to explode further.

The following 3 parameters are only available if Always (above) is set to No and determine how 'covered' is defined: -

Future available stock < reorder level (Y/N) Requisitions will not be exploded if the available stock in the future period (i.e. at the end of the horizon) is greater than or equal to the reorder level.

Future available stock < minimum stock (Y/N) Requisitions will not be exploded if the available stock in the future period (i.e. at the end of the horizon) is greater than or equal to the minimum stock.

Future available stock < zero (Y/N) Requisitions will not be exploded if the available stock in the future period (i.e. at the end of the horizon) is greater than or equal to the zero

Explode requisitions for unverified BOMs (Y/N) If you are using the verification function within the Sovman BOM module, this parameter determines whether BOM items that are not verified are exploded within the stock status run.

<b>Options</b>	Horizons	Decimals	Calendar	Security	Text	Exclude Depot	Release Depot
Stock Status Options (3 of 3)							
P/L account for items without main/alternative supplier <input type="text" value="9999"/>							
Create suggested orders file during SSR run (Y/N)? <input type="button" value="Yes"/>							
Create suggested works orders during SSR run (Y/N)? <input type="button" value="Yes"/>							
Sub assembly suggested works orders created (Y/N)? <input type="button" value="No"/>							
Override expected price with standard cost (Y/N)? <input type="button" value="No"/>							
Extract supplier refs to P/O if exists in stock xrefs (Y/N)? <input type="button" value="No"/>							
Override lead time from supplier xrefs (Y/N)? <input type="button" value="No"/>							
Create requisition suggestions if ....							
Always (Y/N)? <input type="button" value="Yes"/>							
Future available stock < reorder level (Y/N)? <input type="button" value="No"/>							
Future available stock < minimum stock (Y/N)? <input type="button" value="No"/>							
Future available stock < zero (Y/N)? <input type="button" value="No"/>							

P/L Account for items without main/alternative supplier	This option allows a default purchase ledger account to be specified where there is no main or alternative supplier account number within the stock record. The search facility can be used to access the Line 100 purchase ledger. You must specify a default supplier so that items without a specified supplier appear on the suggested orders report.	
Create suggested orders file during SSR run (Y/N)	This option will create a file of suggested purchase orders within the stock status run. This file may then be reported using the suggested orders function.	
Create suggested works orders during SSR run (Y/N)	This option will create a file of suggested works orders within the stock status run. This file may then be reported using the suggested orders function.	
Sub assembly suggested works orders created (Y/N)?	A sub assembly is an assembly within a higher-level assembly. When producing suggested works order reports, all assembly and sub-assembly requisitions may be listed or just the higher level assemblies. You may not wish to see the sub-assembly requirements for when a works order is raised, it will automatically create lower level works orders if the multi-level parameter is set. This option can be used to include or exclude sub assemblies requisitions from the report.	
Override expected price with standard cost (Y/N)	When a purchase order is raised within Materials Planning, the last price paid is picked up from the Line 100 stock record. If there is a purchase price within the Supplier Reference file for this item, this price will be used. If this parameter is set to Yes, then the Line 100 standard cost will be used as the purchase price.	
Extract supplier refs to P/O if exists in stock refs (Y/N)	When creating Line 100 purchase orders using the materials planning, suggested orders, create orders function, any supplier references that exist within the Sovman supplier x-reference file may be output to the purchase order as a text line using this parameter.	
Override lead time from supplier xrefs (Y/N)	When creating suggested orders, the lead-time is normally taken from the Line 100 stock file. This parameter will allow you to use the lead-time that is specific to that item and supplier as defined within the Sovman x-ref file. If no supplier reference record exists the Line 100 lead-time is used.	
Create requisitions suggestions if....	The following parameters are linked and determine what requisitions are output to the suggested orders file for re-order reports. This applies to both manufactured and purchased items.	
	Always	All requisitions are output to the suggested orders file.
	Future available stock < reorder level (Y/N)	Requisitions are output if the projected available stock in the future period of the horizon is less than the re-order level.
	Future available stock < minimum stock (Y/N)	Requisitions are output if the projected available stock in the future period of the horizon is less than the minimum stock.
	Future available stock < zero (Y/N)	Requisitions are output if the projected available stock in the future period of the horizon is less than zero

## Horizons

Options	Horizons	Decimals	Calendar	Security	Text	Exclude Depot	Release Depot
PLANNING HORIZONS							
Maximum Planning Horizon		16	Weeks				
Requisitions Creation Horizon		16	Weeks				
Weekly Forecast Horizon		16	Weeks				
Suggested Orders Horizon		16	Weeks				
Analyse Usage by		13	Weeks				

This parameter determines the various horizons in weeks for the materials planning functions. The horizon is the number of future weeks, up to 52, that the requirements planning functions will operate over.

Maximum Planning Horizon	This is used by Materials Planning to determine how many future weeks to consider when generating the plan. Obviously the longer the horizon, the longer the planning run will take to run.
Requisitions Creation Horizon	This is the horizon for the raising of requisitions by the materials planning module.
Weekly Forecast Horizon	If a weekly forecast is entered for an item using the BOM stock maintenance function within the Sovman BOM module, the forecast will be treated as a requirement if the actual requirements are less than the forecast for any period. This horizon determines how many weeks the forecast is used over. The forecast quantity will be replicated over the horizon within the requirements planning function. The forecast is shown in the requirements column with an "f" alongside.
Suggested Orders Horizon	The is the number of future weeks over which purchase orders will be raised using the suggested orders function.
Analyse Usage by	If the Sovman sales forecasts module is present, materials planning will display average usage statistics through the Monthly Usage function (see below). This parameter determines how many past weeks are used to calculate the average weekly usage.

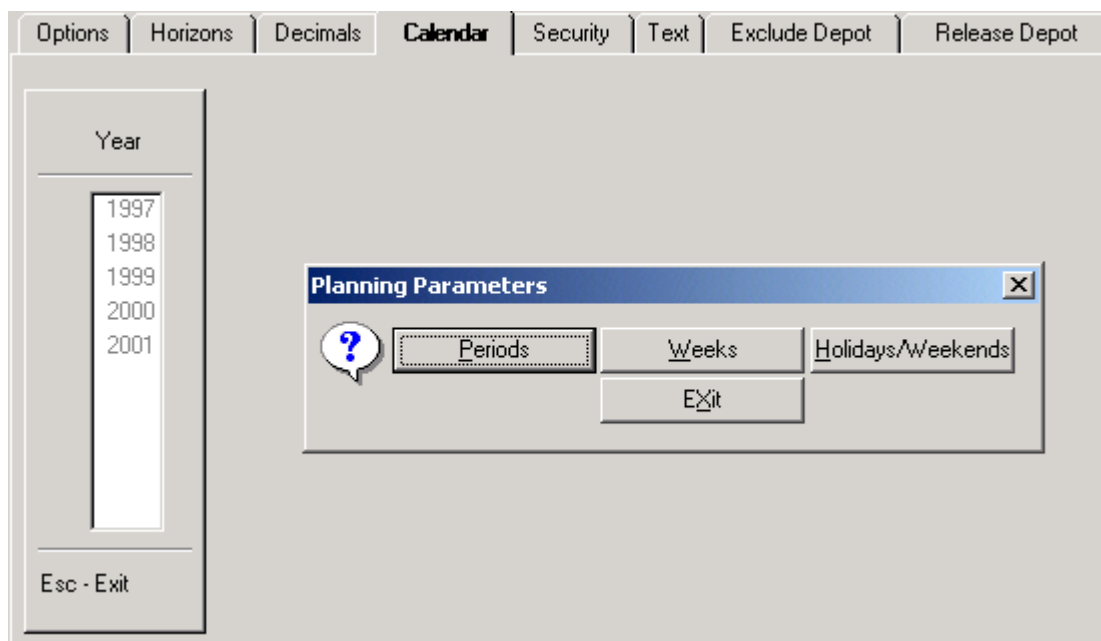
## Decimals

Options	Horizons	<b>Decimals</b>	Calendar	Security	Text	Exclude Depot	Release Depot
---------	----------	-----------------	----------	----------	------	---------------	---------------

Default Decimals for Planning Screen/Report (0 - 4)?

The quantities used within the planning function can be generated for between 0 and 4 decimal places. This parameter can be used where factoring is a consideration and planning quantities need to be displayed accordingly.

## Calendar



The requirements plan or stock status run (SSR) is produced on a daily/weekly basis using the calendar created within this function.

Upon selection the year is selected. To create a new year, simply enter on the next available entry and input the year number.

After selection of the year, the system prompts for Periods, Weeks and Holidays / Weekends.

<b>Periods</b>	This function is used to create a monthly calendar. For each period, you are asked to input: -
<b>Last Day</b>	The last working day of the period. This defaults to the end of the month.
<b>Days</b>	The number of working days within the period. This may be used as information to calculate capacity loading within the Sovman Capacity Planning module.
<b>Comment</b>	A comment field may be entered relating to the period.

The periods are used within materials planning to show the corresponding period for any week. Up to 13 periods may be entered for any year.

<b>Weeks</b>	The weekly calendar is the basis of the time phasing of requirements. Up to 72 weeks may be specified for any year. Weeks may be treated as any planning period (e.g. dates) by simply specifying any appropriate dates. For each week, you are asked to enter: -
<b>Week</b>	The week number is calculated by the system after the first week number is entered, although you may use the weeks as any time period.

<b>Last Day</b>	The first date must be entered. The system then displays the date by adding 7 days to the previous date. You may amend this to reflect the last working day of the week or period.
<b>Actual</b>	The actual calendar week corresponding to the manufacturing week may be entered.
<b>Comment</b>	A comment field may be entered for the week.

**Holidays/Weekends** Once a calendar has been created for a year, you may use this function to record actual working days and holidays/weekends. You are presented with a default working week that you may amend. This will create the weekends. You may then add holidays by selecting the next available day and inputting the date (of the holiday) and comment (e.g. Christmas day).

To delete a year, simply delete the year entry.

## Security Level

Options	Horizons	Decimals	Calendar	<b>Security</b>	Text	Exclude Depot	Release Depot
---------	----------	----------	----------	-----------------	------	---------------	---------------

Planned input level for user access (0 - 255)?

Buying/Selling price user access (0 - 255)?

### Planned Input level

The Materials Planning, Requirements Planning screen allows you to enter planned production in the 'Inputs' column. This parameter will record the user security access level in Line 100 that is necessary to input production.

### Buying/Selling price

Using the 'Levels' function on the Requirements Planning screen, you may view different aspects of the stock record. This parameter will record the user security access level in Line 100 that is necessary to view prices.

## Text

Options	Horizons	Decimals	Calendar	Security	<b>Text</b>	Exclude Depot	Release Depot
---------	----------	----------	----------	----------	-------------	---------------	---------------

To amend, move cursor to narrative, and press Enter.(P/O STD Comments)

Press Esc for menu.	<table border="1"><tr><td></td><td></td></tr></table>		

Standard Narrative

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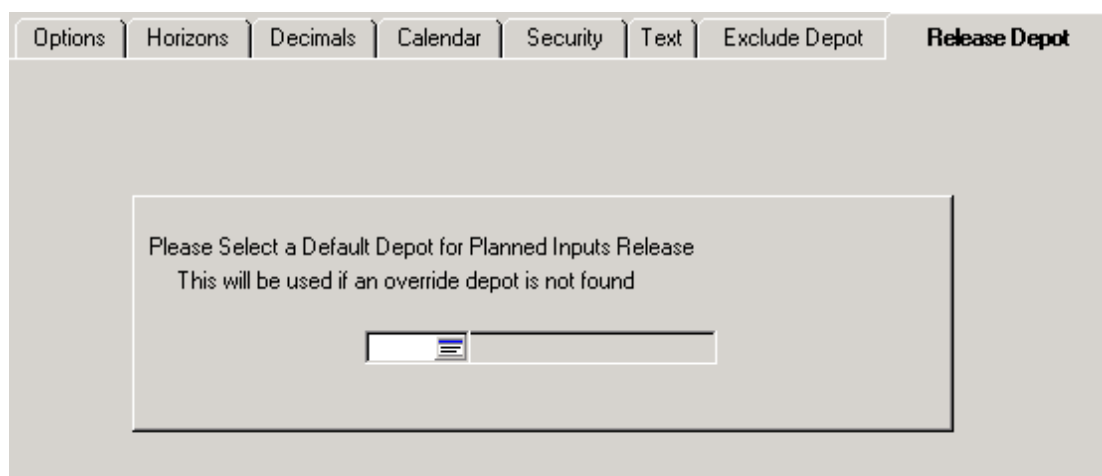
When creating Line 100 purchase orders using the "create suggested orders function", you may add standard text items from this text table. To create a text entry, press Enter, enter a text code, followed by the text entry.

## Exclude Depot

Options	Horizons	Decimals	Calendar	Security	Text	<b>Exclude Depot</b>	Release Depot																		
<table border="1"><thead><tr><th>Code</th><th>Depot Name</th><th>Exclude</th></tr></thead><tbody><tr><td>FAC</td><td>Factory</td><td>No</td></tr><tr><td>FACQ</td><td>Quarantine</td><td>Yes</td></tr><tr><td>WHS1</td><td>Main Warehouse</td><td>No</td></tr><tr><td>WHS2</td><td>Cramlin Lane Whouse</td><td>No</td></tr><tr><td>WIP</td><td>Work in Progress</td><td>No</td></tr></tbody></table>								Code	Depot Name	Exclude	FAC	Factory	No	FACQ	Quarantine	Yes	WHS1	Main Warehouse	No	WHS2	Cramlin Lane Whouse	No	WIP	Work in Progress	No
Code	Depot Name	Exclude																							
FAC	Factory	No																							
FACQ	Quarantine	Yes																							
WHS1	Main Warehouse	No																							
WHS2	Cramlin Lane Whouse	No																							
WIP	Work in Progress	No																							

The Materials Planning module consolidates requirements across all depots. A depot may be excluded from the planning run using this option e.g. for quarantine stock. The depots in use within Line 100 stock control are displayed for selection. When a depot is selected the exclude field may be set to Yes or No. Any stock within this depot is then ignored for the planning run but displayed in the 'Exc'd' field on the planning display.

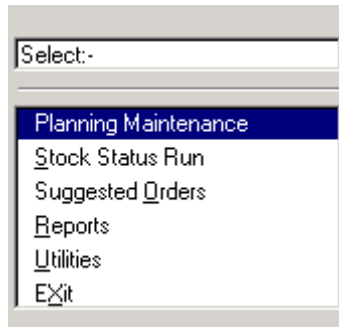
## Release Depot



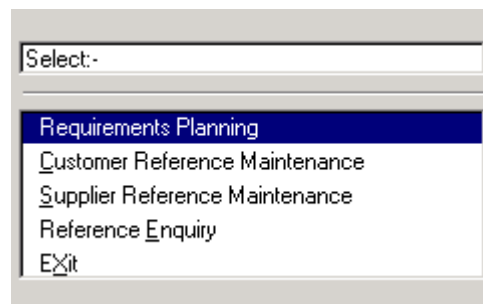
The screenshot shows a software window titled "Release Depot". At the top, there is a navigation bar with several tabs: "Options", "Horizons", "Decimals", "Calendar", "Security", "Text", "Exclude Depot", and "Release Depot". The "Release Depot" tab is currently selected. The main area of the window contains a text box with the following text: "Please Select a Default Depot for Planned Inputs Release" and "This will be used if an override depot is not found". Below this text is a dropdown menu with a small icon on the left and a long empty text field to its right.

When a works orders is created using the Sovman works order module and you are using depots within Line 100, the default depot is picked up from the first depot in the stock record for the assembly item. When creating works orders from planned inputs (planned production), there may be items without a depot attached. This parameter allows you to define the default depot to be used. **You must have a default depot to create works orders automatically.**

## Planning Maintenance



## Requirements Planning



The results of the stock status run (SSR) i.e. the materials requirement plan may be viewed using this function.

If you have not selected the automatic creation of indexes within the parameters, you are prompted to create them now.

Item No	rm1	Main Supp		
Desc	raw material 1	Alt. Supp		
P/Group	RM raw materials	Min.	0.0000	Max. 0.0000
Stocked	01 Each 1.0000000	Reorder Lvl	0.0000	L/T 0 Days
Bin Loc		Order Qty	0.0000	Round No
		Top Up Qty	0.0000	Value 0.0000
Overall	2824.00	Alloc'd	1874.00	Excl'd 0.00 Free 950.00

Period/Week	Available	Reqs	Fwd Ord	On Ord	Inputs	WIP+Rel	Reqs
Oct	0Due 950.00						
	200140 950.00						
	200141 950.00						
	200142 950.00						
	200143 950.00						
Nov	200144 950.00						
	200145 950.00						
	200146 950.00						
	200147 950.00						

The top window displays the following details of the item: -

Item No, Description, Product Group, Stocked In, Bin Locations, Main Supplier, Alternative Supplier, Min and Max stock, Reorder Level, Lead Time, Order Quantity.

All these fields come from the Line 100 stock control file.

**Round, Round Value** If the item is a component within a BOM, it may be specified as having a quantity-per that is to be rounded up to a value e.g. boxes rounded to 1. This information is displayed from the Sovman BOM file.

**Top Up** This is the additional minimum reorder quantity to be used where the reorder quantity does not cover the requirements. The top up quantity is entered within the BOM Stock Maintenance within the Sovman BOM module.

There are five display boxes, the requirements planning screen, the stock availability screen and the prices screen. Each screen can be viewed using the Levels function on the menu bar at the foot of the screen (displayed when 'Esc' is pressed). For the requirements planning screen, the following fields are displayed: -

**Overall Stock** The actual stock of the item from the stock control file. This is real-time within the planning screen.

**Allocated** The current quantity of stock allocated to sales/works orders. This is real-time within the planning screen.

**Excl'd** This shows the quantity of stock held in depots that have been excluded from the planning run (see parameters).

**Free** The current free stock. This is real-time within the planning screen.

For each period from the weekly calendar, including overdue, the following columns are displayed: -

**Period** The month number from the calendar. This is either the actual month or the financial month (year/month) depending on the Actual/Financial parameter.

**Week** The week number(s) from the calendar. The week displayed depends on the setting of the Actual/Financial weeks parameter. This displays either the actual and financial week numbers or just the actual week number.

If you have opted to create a daily calendar, the actual day and date for each day is displayed.

**Available** The system calculates the available stock for the period from: -

Available (this week) = available (last week) +On Order +Inputs +(WIP+Rel)  
- Reqts - Fwd Ord

Reqts	<p>This column records the requirements for this item in this week. The requirements come from: -</p> <p>a) Requisitions raised from the stock status run for any higher level items. These are not real-time, requirements being updated from requisitions only when a stock status run is performed. These requisitions are usually generated from: - Sales orders for finished product items below re-order level. Sales forecasts entered either through the weekly sales forecast field within the Sovman BOM stock maintenance or from sales forecasts entered through the Sovman sales forecasts module. Forecasts are displayed with an “f” alongside.</p> <p>b) The explosion of works order inputs i.e. production plan for higher level items. This is real-time (unless the option is set not to explode inputs) and the requirements are updated each time an input is generated.</p>
Fwd Order	<p>This column records any forward order quantities from sales order processing for this item from the Line 100 sales order processing module. This is real-time, reflecting any sales orders added to the system.</p>
On Ord	<p>This column records any purchase orders for this item from the Line 100 purchase orders module. This is real-time reflecting any purchase orders added to the system.</p>
Inputs	<p>This column records any planned production for this item i.e. works orders that are planned only and not yet released. This is real-time; any changes to inputs being exploded down and reflected in the plan (unless the option is set not to explode).</p>
WIP+Rel	<p>This column records any works orders that are released or in work in progress for this item. This is real-time, any works orders released or moved into work in progress being exploded down and reflected in the plan for lower level items.</p>
Reqns	<p>This is the recommended requisition quantity from the stock status run. This is exploded down to produce requirements for lower level items. The requisition is raised when the available stock falls below the re-order level. The order quantity and top up quantity are used to calculate a requisition quantity. This is re-calculated each time to reflect changes within the plan.</p>

If the Escape key is entered, a bar menu is displayed with the following functions:

Forward Orders	<p>Selection of this option displays the details of any sales or works orders for future weeks for this stock item. You are presented with four options: -</p>
Sales Fwd Orders	<p>This displays details of Sage Line 100 sales orders for this item with a forward order quantity.</p>
Works Fwd Orders	<p>This displays details of Sovman works orders for any released works orders for higher level items that create a shortage for this component in the particular week.</p>
Works Possibles	<p>These are for items that are sub-assemblies within the Sovman BOM and are also designated as variables within higher level BOMs. Works possibles are therefore potential works orders raised for these sub-assemblies based on the variable average quantity.</p>

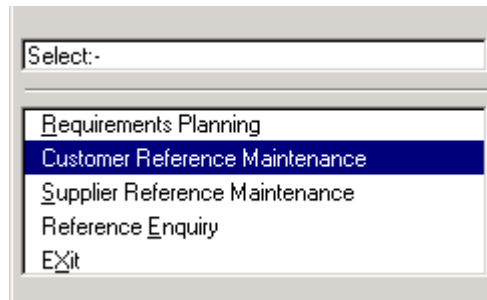
	Main Menu	This returns you to the main bar menu.
Allocations		Selection of this function displays the details of any allocations of stock for this item. You are presented with four options: -
	Sales Allocations	This displays details of Sage Line 100 sales orders for this item with an allocated quantity.
	Works Allocations	This displays details of Sovman works orders for any released works orders for higher level items that create allocations for this component in the particular week.
	Purchase Allocations	These are for items within the Sage Line 100 purchase order processing module that have had a return note raised.
	Main Menu	This returns you to the main bar menu.
WIP/Released		Selection of this function displays details of any works orders that are released or work in progress.
On Order		Selection of this function displays details of any Sage Line 100 purchase orders for this item.
Item		Selection of this function allows other stock items to be selected and viewed. The menu prompts for: -
	Next Item	Use next item to scroll forward through the stock file.
	Previous Item	Use previous item to scroll backward through the stock file.
	User Items List	Use User Items List to display the last ten items accessed within the Requirements Planning screen in this session. You can select any item to return to it.
	Enter Item	Use enter item to select any other stock item. The '/' character may be used to search the stock control file.
	Recreate Indexes	Use recreate indexes to update the sales order and purchase order indexes to reflect any changes that may have occurred to the plan during the enquiry.
	Main Menu	This returns you to the main bar menu.
Reqs	Requirements	Selection of this function displays details of the source of requirements for future weeks for this item. Requirements come from either requisitions raised by the stock status run for higher level items or planned production for higher level items. These requirements are off-set by the lead times of the assemblies. In each case, the stock code of the source assembly (i.e. BOM) and quantity (requisition or plan) is displayed.
	Forecast Master	If the Sovman Sales Forecasting module is present, this function gives you a list of specific forecasts entered through the forecasting module. If the module is not present, this function is not available.

	Sales Schedules	If the Sovman Sales Forecasting module is present, this function gives you a list of specific sales schedules entered through the forecasting module. If the module is not present, this function is not available. This function is not yet available.
	Main Menu	This returns you to the main bar menu.
Plans		<p>Works orders may be planned using the planning screen. Planned inputs may only be entered for assembly i.e. BOM header items.</p> <p>If the security level for Planned Input is set (see parameters) and the user access level is less than this level, you will not be able to enter plan.</p> <p>You may enter a production plan for an item using this option. A plan may subsequently be amended or converted into a works order. Plan is exploded dynamically through the BOM (unless the option is set not to explode) and the requirements generated for the lower level items. Inputs are exploded multi-level through the BOM structure. Plan is displayed in the Inputs column for the appropriate week.</p> <p>You are presented with a screen to enter the quantity and due date for each plan entry. The corresponding day for the due date is displayed from the calendar.</p> <p>You are then given the option to replicate the plan for a specified number of periods. You may specify the number of periods and frequency i.e. days, weeks or months. The plan is replicated and the due date incremented by the appropriate number of days for each entry.</p> <p>When you select an existing plan entry, you are prompted to: -</p> <p>Amend Plan      You may amend a plan by selecting the entry and choosing 'Amend Plan'. A plan may be deleted by deleting the quantity.</p>

Release Plan	<p>A plan may be converted into a Sovman works order using this option. Simply select the plan and release it. You are taken into the works order release screen (see the Sovman works order manual). After release the plan quantity will be deleted and show in the 'WIP &amp; Rel' column.</p> <p>When this option is selected, the system displays the works order creation screen. The screen is processed as per the works order release function (see the Sovman Works Order manual).</p> <p>The Qty Ordered may be any quantity less than or equal to the planned input quantity.</p> <p>If there are any variable items within the BOM for this item, you are prompted to enter the variable quantity required. This defaults to the quantity on the BOM.</p> <p>You are then prompted to add any additional comments to the works order.</p> <p>Once the order is released, the following options are displayed: -</p> <table border="0" style="margin-left: 20px;"> <tr> <td style="padding-right: 20px;">Continue</td> <td>If this option is selected, the works order is released with the shortages. Stock will remain allocated and the status of the works order set to 'RS'.</td> </tr> <tr> <td style="padding-right: 20px;">View Shortages</td> <td>Selection of this function displays any shortages occurring for this works order.</td> </tr> <tr> <td style="padding-right: 20px;">Deallocate Order</td> <td>Selection of this function will de-allocate the works order. Stock previously allocated will be de-allocated. The user is then prompted to add the quantity back to the original planned input. Enter 'Y' to return the plan or 'N' to remove the plan.</td> </tr> </table>	Continue	If this option is selected, the works order is released with the shortages. Stock will remain allocated and the status of the works order set to 'RS'.	View Shortages	Selection of this function displays any shortages occurring for this works order.	Deallocate Order	Selection of this function will de-allocate the works order. Stock previously allocated will be de-allocated. The user is then prompted to add the quantity back to the original planned input. Enter 'Y' to return the plan or 'N' to remove the plan.
Continue	If this option is selected, the works order is released with the shortages. Stock will remain allocated and the status of the works order set to 'RS'.						
View Shortages	Selection of this function displays any shortages occurring for this works order.						
Deallocate Order	Selection of this function will de-allocate the works order. Stock previously allocated will be de-allocated. The user is then prompted to add the quantity back to the original planned input. Enter 'Y' to return the plan or 'N' to remove the plan.						
More	Use this option to view more functions.						
Levels	Selection of this function toggles between the stock details screen, the stock availability screen, the prices screen and the requirements planning screen for this item. If the security level for prices is set (see parameters) and the user access level is less than this level, you will not be able to view the prices screen.						
Print	Selection of this parameter will print a copy of the stock status availability report for this item.						
BOM	If this item is an assembly, this parameter will list the BOM details for this item, otherwise the option is ignored. Selection of any item on the BOM list will allow the user to display the planning screen for this item.						

Where Used	Selection of this parameter displays the where used list for this item. Selection of any item on the where used list will allow the user to display the planning screen for this item.
Monthly Usage	<p>This function is not available if the Sovman sales forecasts module is not present. This function displays the last 12 months usage/sales plus average usage for the last 3, 6 and 12 months.</p> <p>The total usage for the last XX weeks with an average weekly usage plus the forecast usage for the next XX weeks and average is also displayed. The number of weeks (XX) is defined in the Analyse Usage by parameter. The usage may include any combination of actual sales, stock adjustments or works order (BOM) issues. These are determined by the product group parameters in the Sovman sales forecasts module (see sales forecasts manual).</p>
Main Menu	This option returns the user to the other options on the bar menu.

## Customer Reference Maintenance



The Materials Planning module allows a customer cross reference data base to be maintained for any stock item. This may be used to hold customer reference (i.e. stock codes) against Sage Line 100 stock codes. These can then be accessed through sales order processing. The database can also hold special prices for customers and stock items.

Upon selection of this function, the user is prompted for the Item Number (Line 100 stock code), followed by the Customer Account Number within the Line 100 sales ledger.

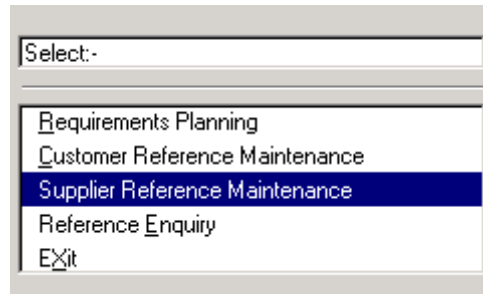
Once the item and customer has been identified, the cross reference details are displayed. If this is the first entry for this item and customer, the customer part reference is entered within the Customer Reference field. You are then prompted to create the cross reference or to re-enter the customer reference. For each reference entry you can enter the following fields:

Customer Price	This is the price of the item to this customer. The foreign currency of the customer is displayed.
Start and Stop Date	These fields are for information only and show the dates this price is effective.
Comment	A line of comment.

If a cross reference exists for an item and customer, the '/' character will display all references. Any number of references may be created for an item and customer although there would normally be only one.

Selection of an existing reference will allow the record to be amended or deleted.

## Supplier Reference Maintenance



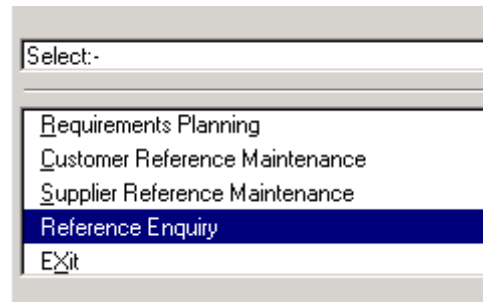
The Materials Planning module also allows a supplier/item cross reference data base to be maintained.

This is a similar function to the customer cross reference data base except for the following fields: -

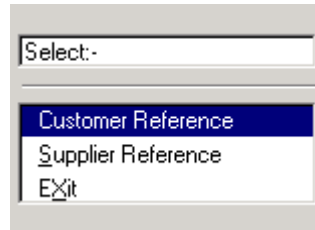
Purchase Price            This is the expected purchase price of the item from this supplier.

Lead Time                This is the expected lead time in days for this item from this supplier.

## Reference Enquiry



The customer and supplier item cross references may be enquired upon using this function.

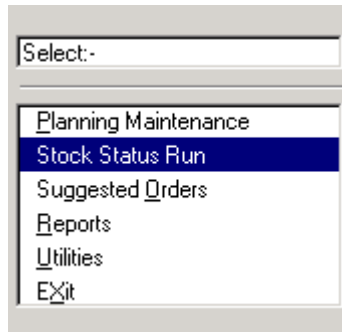


### Customer Reference

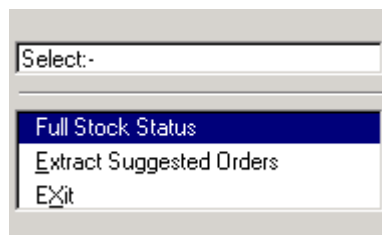
Selection of this function allows the customer cross references to be displayed. The screen displays the following prompts: -

Find Reference	The reference may be located from the customer part number, or by searching all cross references using the '/' key.  The option is displayed to then enquire on the Line 100 stock record or the Requirement Planning screen for this item.
Item Scan	This enables the item to be located from scanning the Line 100 stock control file. You may then view the Line 100 stock record, the Requirement Planning screen or the references for this item.
Supplier Reference	Selection of this function allows the supplier cross references to be displayed. This operates as per the Customer reference above.

## Stock Status Run



## Full Stock Status



Selection of this function will perform the Materials Requirement Planning (MRP) run.

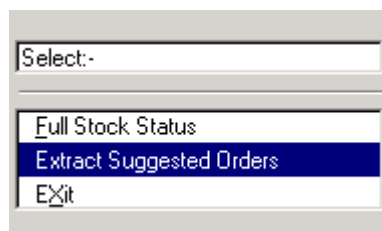
Planned inputs and requisitions are exploded multi-level through the BOM structure to produce an updated requirements plan.

As the run may take some time, the user is prompted to confirm that the run is required. If selected, a percentage bar at the foot of the screen displays the progress of the run.

Depending on the volumes and timing, it is recommended that this procedure is run daily to maintain an up-to-date plan that may be viewed through the Requirements Planning function.

Any errors occurring during the explosion are reported.

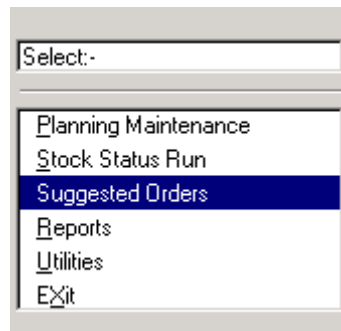
## Extract Suggested Orders



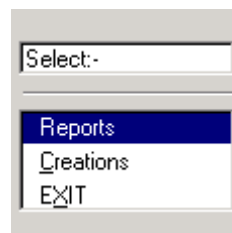
This function will calculate requisitions to raise suggested orders. These orders are output to a suggested orders file for subsequent processing and printing. Orders are raised for purchase orders, sub-contract orders and works orders.

This function will run automatically with the stock status run if the parameter is set to create requisition suggestions. You may wish to run it independently if for instance you wish to report on works order suggestions for top level items (this does not require a stock status run).

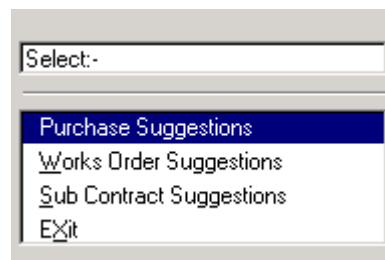
## Suggested Orders



## Reports



## Purchase Suggestions

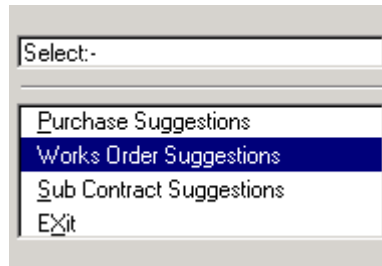


This option allows you to report on suggested purchase orders created from the stock status run. A report template is displayed as per standard Line 100 to allow you to change selections or sequence of the report. See the Line 100 manuals regarding the use of the template.

When you select print, you are presented with an option for Future Demand Line Printed Y/N. If you select Yes, this will print any future demand or coverage outside of the horizon selected.

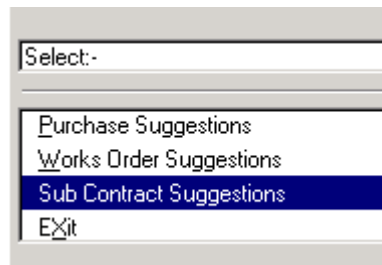
You may then select either page break (one page per supplier) or packed (multiple suppliers per page).

## Works Order Suggestions



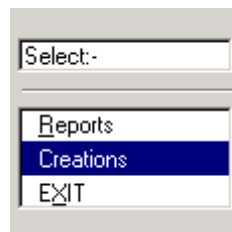
This option allows you to report on suggested works orders created from the stock status run. A report template is displayed as per standard Line 100 to allow you to change selections or sequence of the report. See the Line 100 manuals regarding the use of the template.

## Sub Contract Suggestions

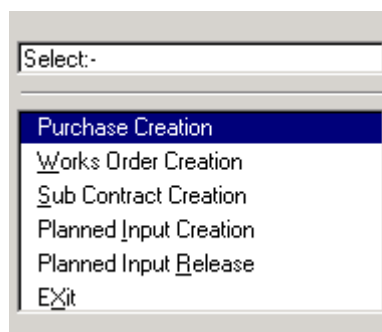


This option allows you to report on suggested sub contract orders created from the stock status run. A report template is displayed as per standard Line 100 to allow you to change selections or sequence of the report. See the Line 100 manuals regarding the use of the template.

## Creations



## Purchase Creation



This option will allow you to review and amend the suggested Line 100 purchase orders from the requisitions raised within the stock status run. Purchase orders are raised according to the re-order rules within the stock status run. When the free stock falls below the re-order level, a re-order quantity will be raised as a requisition. If the re-order quantity does not cover the requirement, the top-up quantity is added to the re-order quantity until the requirement is covered. Items are only included in the creation of purchase orders if the 'omit suggested' field within the BOM stock maintenance is set to No (see Sovman BOM manual). Orders are raised within the suggested orders horizon. The supplier is taken from the Line 100 main supplier. If this is not specified, the alternative supplier is used. If this is not specified, the default supplier specified within the materials planning parameters is used.

The user is prompted to select a supplier. The Line 100 purchase ledger may be searched on account number or name. You are then prompted to display the suggested orders in item number or due date sequence.

The display shows all items recommended for re-order. The following fields are displayed: -

Item Number

Description

Recommended            The recommended re-order quantity from the requisition raised within materials planning.

Exp/Price                The expected price of the item. This is either the last price paid (from the Line 100 stock control record), the supplier reference price (if it exists) on the Sovman supplier cross reference file or the standard cost (if the parameter is set to use this).

Order Date              The date the order needs to be placed by. This is calculated from the required due date minus the lead time of the item.

Due Date                 This is the last day of the week required as specified within the calendar.

Cv                         If the re-order quantity is covered by inputs (e.g. purchase orders) in future weeks within the suggested orders horizon, this field is set to 'Cv'. If the parameter is set not to extract orders for items covered within the horizon, there will be no items of this nature.

If the reorder quantity is simply to cover an item that has fallen below re-order level and there are no specific requirements for this item, the flag is set to 'Ur'.

When the orders are displayed, the following options are given:

Select items             This option allows you to select the items for order creation.

Relist                     All selections will be cleared and you may re-select.

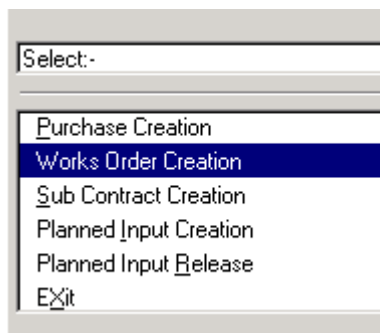
Amend details            This function will allow you to amend the suggested order details for an item. Only the quantity, price or due date may be amended.

If you choose 'Select Items', the following options appear: -

Manual Selection            Manual selection allows you to select the items manually.

Automatic Selection	Automatic selection will select all items. You can then de-select items from this list using manual selection.
	After you have selected items for automatic ordering, you are given the above options and two more options: -
Purchase Creation	You will be prompted to create the Line 100 purchase order for the selected supplier and items. The order will be created and the purchase order displayed. You may enter a second reference field.
Transfer Items	This option allows you to select another supplier for the selected items only. When the supplier is selected, the items are transferred and you may then relist the items for this supplier or transfer to the selected supplier.

## Works Order Creation



This function will automatically create Sovman works orders from requisitions raised within the stock status run for works order items.

If the parameter is set to create sub assembly works orders, you should set the 'Allow multi level explosions' parameter in works orders to No, otherwise Sovman may generate works orders for sub-assemblies through both functions.

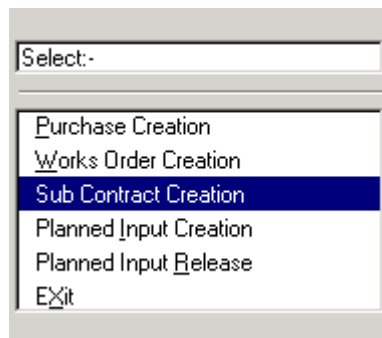
You cannot create works orders from requisitions using this function unless you have defined a default release depot within the Materials Planning parameters.

You are given a template to select a range of stock items.

If the parameter is set within the Sovman works order module to allocate across depots and override exclusion depots at run time, you are prompted to select the depots to allocate from (see the works order manual).

Finally, you are given the option to create works orders using the actual required quantity or the recommended quantity. The required quantity is generated from the 'Reqts' column on the planning screen (i.e. actual requirements). The recommended quantity is generated from the 'Reqns' column on the planning screen (i.e. re-order quantity).

## Sub Contract Creation



This function will automatically create Sovman sub contract orders from requisitions raised within the stock status run for works order items.

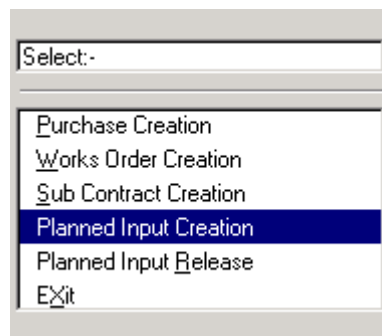
You cannot create sub contract orders from requisitions using this function unless you have defined a default release depot within the Materials Planning parameters.

You are given a template to select a range of stock items.

If the parameter is set within the Sovman works order module to allocate across depots and override exclusion depots at run time, you are prompted to select the depots to allocate from (see the works order manual).

Finally, you are given the option to create sub contract orders using the actual required quantity or the recommended quantity. The required quantity is generated from the 'Reqt's' column on the planning screen (i.e. actual requirements). The recommended quantity is generated from the 'Reqns' column on the planning screen (i.e. re-order quantity).

## Planned Input Creation



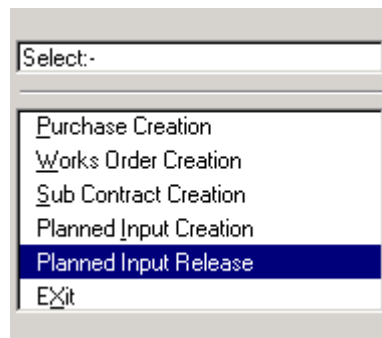
This function will automatically create Sovman planned inputs (i.e. production plan) from requisitions raised within the stock status run for works order items.

Planned inputs represent production plan or a production schedule. They generate requirements within the stock status run but are not committed works orders until they are released through Materials Planning.

You are given a template to select a range of stock items.

Finally, you are given the option to create planned input using the actual required quantity or the recommended quantity. The required quantity is generated from the 'Reqt's' column on the planning screen (i.e. actual requirements). The recommended quantity is generated from the 'Reqns' column on the planning screen (i.e. re-order quantity).

## Planned Input Release

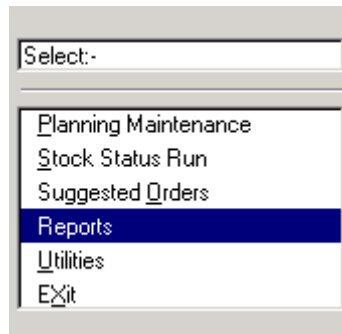


This function will automatically create Sovman works orders from planned inputs.

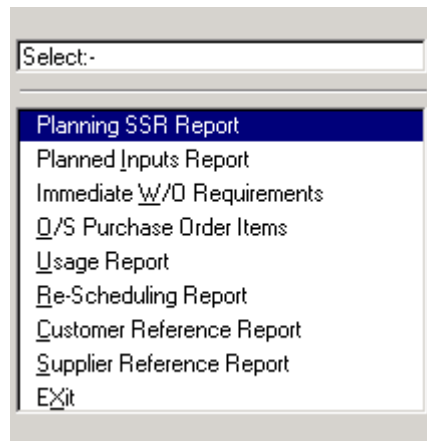
Planned inputs represent production plan or a production schedule. They generate requirements within the stock status run but are not committed works orders until they are released through Materials Planning. This function will release them and create works orders.

You are given a template to select a range of stock items and dates. The date is based on the production start date which is the planned input due date minus the manufacturing lead time.

## Reports



## Planning SSR Report



The results of the stock status run can be printed using this function. This effectively prints the planning screen information for each item.

You are given a template to select a range of stock items.

Assemblies or components may be reported separately e.g. for planning works orders.

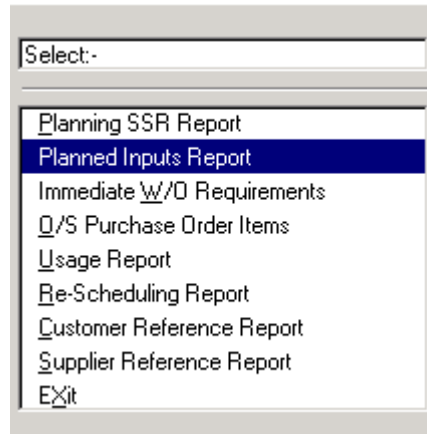
You may print the report horizontally or vertically.

You may specify a 132 character wide report for the vertical format.

A selection is also available to report only those items with shortages in any period.

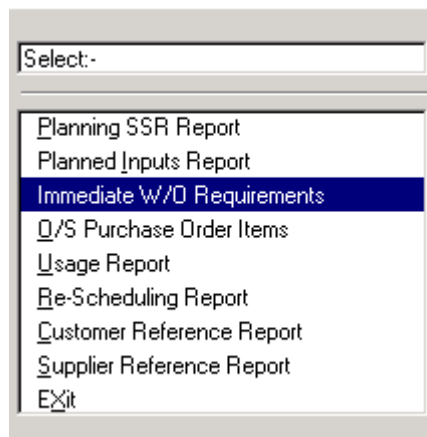
Finally options are displayed to select either fixed or variable items from the BOMs.

## Planned Inputs Report



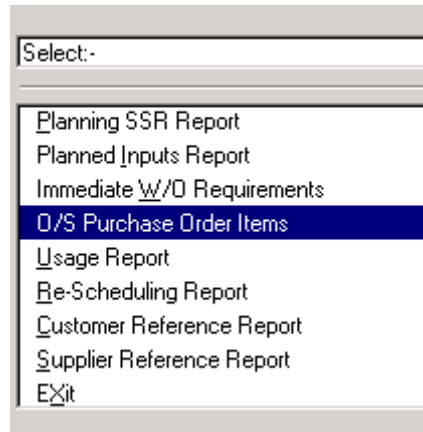
Planned inputs are production plan entered within the 'Inputs' column on the planning screen. This function reports on the planned inputs. You are given a template to select a range of stock items.

## Immediate W/O Requirements



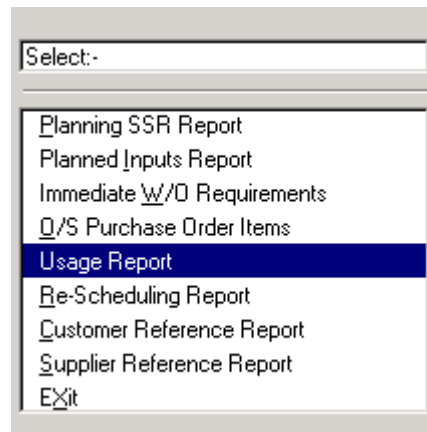
This report reports on only those items that have to follow quantities within Line 100 sales orders. The report shows the potential stock i.e. free stock plus work in progress (works orders issued) plus planned (works orders released but not issued) for those items that have sales demand in to follow. You are given the option to print all items or only those with shortages.

## O/S Purchase Order Items



This report shows outstanding items on purchase orders. You may select a supplier and a date range for the outstanding items.

## Usage Report



The usage report analyses existing stock control levels for minimum, maximum and re-order levels against the average weekly usage or forecast. The latter is based on the average weekly demand over the 'Analyse Usage by' within the horizons parameter e.g. 13 weeks.

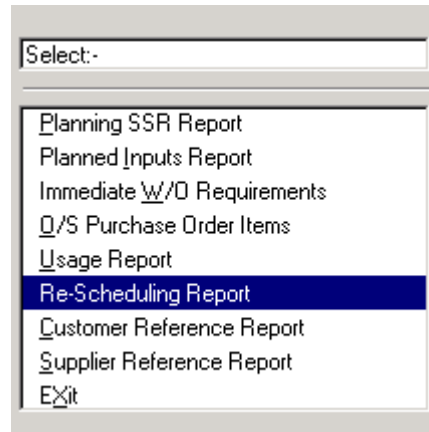
You are presented with a template to select a range of items. Upon selecting print, you may choose: -

Historic/Estimated	The average weekly usage is either based on past demand (historical) or forecast demand (estimated). Materials planning calculate the forecast demand.
Minimum	Enter Y to select this field. You may then enter the number of weeks usage e.g. report on all stock items where the minimum stock is greater than one weeks average usage.
Reorder	Enter Y to select this field. You may then enter the number of weeks usage e.g. report on all stock items where the reorder level is greater than four weeks average usage.

**Maximum** Enter Y to select this field. You may then enter the number of weeks usage e.g. report on all stock items where the maximum stock is greater than twelve weeks average usage.

The report shows the historic and estimated usage in total and as a weekly average. For each category (minimum, reorder and maximum) the report shows the actual level and the equivalent weeks expressed as a factor of the historical or estimated usage.

## Re-Scheduling Report



The re-scheduling report is used to show stock items that are potentially over stocked within the horizon. This could be due for instance to cancelled sales orders for finished product resulting on purchase orders for components that are no longer required.

You are given a template to select a range of items. You are then prompted for: -

Greater than zero	This reports on items where the available stock within the horizon is greater than zero.
Greater than re-order level	This reports on items where the available stock within the horizon is greater than the re-order level.
Greater than maximum stock	This reports on items where the available stock within the horizon is greater than the maximum stock.
Select item if level is zero (Y/N)?	If you have selected greater than re-order level or maximum stock, this parameter will ignore items where the re-order level or maximum stock is zero.
Print on order/requirements	You may choose to print purchase order (on order) and requirement details
Print all details	You may also choose to print all other transactions including sales orders and works orders.
Print items with no details	This parameter may be used to suppress items with no associated transactions (sales, purchase, works orders or requirements)
Maximum stock percentage threshold	If you enter a % here, the comparison of available stock against the maximum stock will include this as a positive or negative threshold.

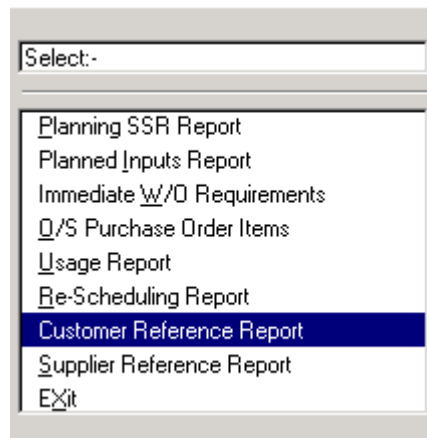
The report will show summary details for each item where the potential stock exceeds the selected threshold.

If you choose to print details, transactions are printed for: -

WOF	Works forward orders i.e. shortages on a works order
RQT	Requirements
POR	Purchase Orders
FCT	Sales forecasts
SOR	Sales Orders
WOR	Works Orders

Transactions that credit potential stock are shown on the left of the report (POR, WOR) and those that debit potential stock on the right.

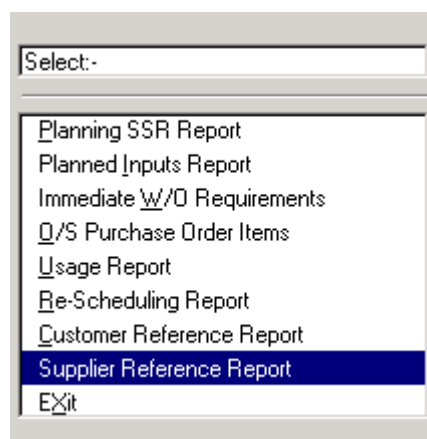
## Customer Reference Report



The customer cross reference data base may be printed using this function.

The report may be printed for all customers or a selection of customers.

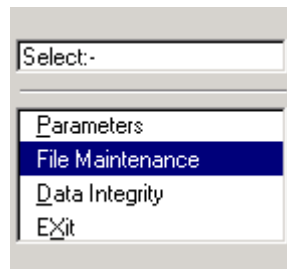
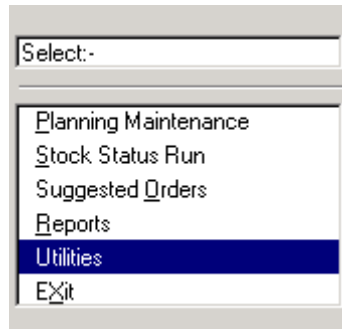
## Supplier Reference Report



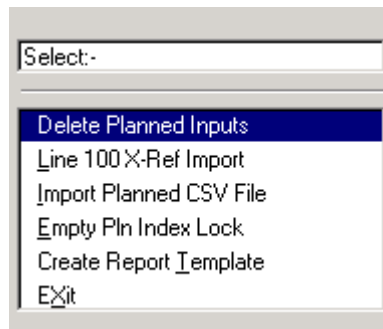
The supplier cross reference data base may be printed using this function.

The report may be printed for all suppliers or a selection of suppliers.

## File Maintenance



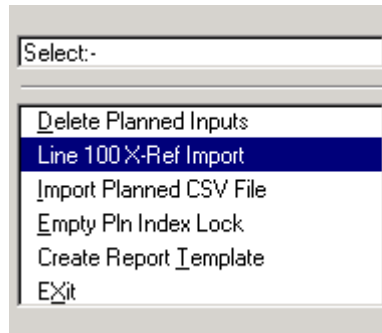
## Delete Planned Inputs



This function deletes planned inputs (production plan) from items within the Materials Planning module.

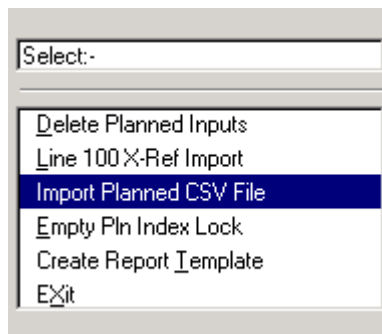
You may select all items or a range of stock codes. You may also select a range of dates.

## Line 100 X-Ref Import



The Sovman Materials Planning module has a supplier X-reference file. This contains details of alternative suppliers for each stock code. This function automatically generates the appropriate reference entries from the Line 100 stock control references.

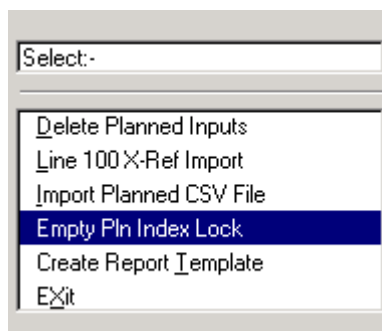
## Import Planned CSV File



This function will create the production planned inputs from a CSV file. The record format is: -

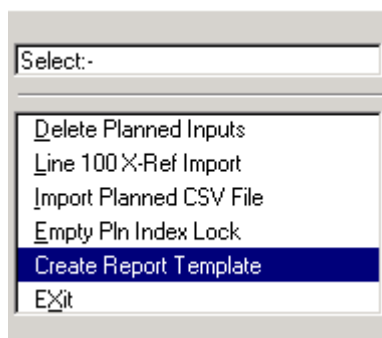
Stock code	20
Quantity	15.4
Date	DDMMCCYY

## Empty Pln Index Lock



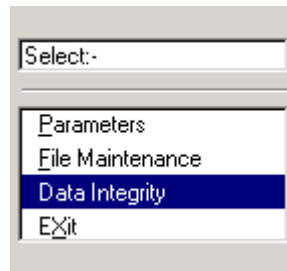
If the parameter is set, materials planning will rebuild indexes on sales and purchase orders automatically. The index files are locked during the rebuild process. This function will clear any locks left open due to system failures.

## Create Report Template



This function will re-create the report template in the event of a system error corrupting the file.

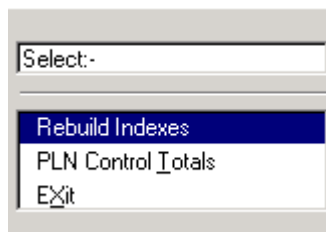
## Data Integrity



This section deals with the housekeeping utilities that are provided to ensure the integrity of your data files is maintained.

The functions include special utilities for recovering from circumstances that might otherwise leave the data files inaccessible, perhaps as a result of a computer or power failure during processing.

## Rebuild Indexes

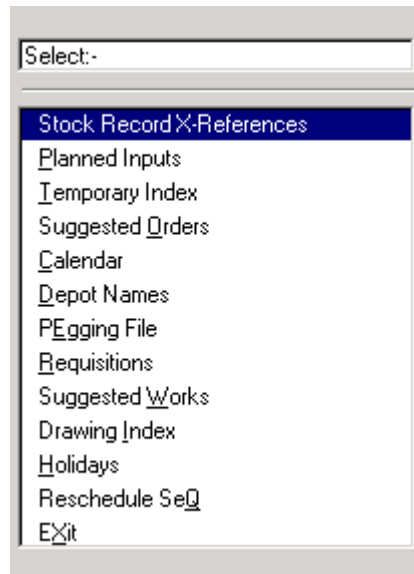


Use this program to recreate a corrupt Materials Planning index file. A symptom of a corrupt file may be one of the following error messages being displayed on the screen: -

- Index has not been created
- Index key not deleted
- Index key not found
- Index not positioned at a record

The routine will delete all or selective indexes and create new ones from existing data files.

When the option is selected, the screen will display a list of the Planning files for which indexes may be corrupted: -



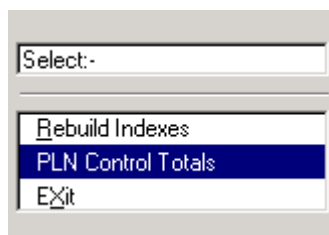
Simply select the file(s) to be re-indexed or exit to the menu.

Once the file has been selected, the screen will display a list of index names for that file. At the foot of the screen, the options are displayed to create all indexes or specified indexes only.

If you choose to recreate all indexes, the system will work sequentially through the index files, displaying each one as initialised when complete.

If you choose to recreate selected indexes, the screen will prompt you to reply Y or N against a 'Create?' prompt, displayed alongside each index name in turn. When all selected indexes have been recreated, press the space bar and the Data Integrity menu is redisplayed.

## PLN Control Totals



Use this program to display the file total details of the Materials Planning module, as normally displayed when you exit from the module main menu.

When selected, the screen displays number of records and the % file space used for each of the Planning files.

To print the totals, select Print or exit to the menu.

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