

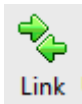
Sage 50 Manufacturing

Linking Recommendations to a Sales Order



Learn how to link an unlinked WO to a SO

1. Open the Orders module of Sage 50 Manufacturing.
2. In the Works Order Processing - List window, click Link.



3. The Link Works Order window appears.

The Link Works Order dialog box contains the following fields and controls:

- Works Order Number: A text field with a dropdown arrow.
- BOM Reference: A text field.
- Description: A text field.
- This Works Order is currently tagged to: (NONE) with a Change... button.
- OK and Cancel buttons at the bottom.

4. Enter a Works Order number manually or select the down arrow to see all unlined works orders.

The Select Works Order dialog box displays a table of works orders:

W.Order No.	Reference	O/S Quantity	Status	Printed
WO5044	DRAWB	10.000	Entered	No
WO5045	TEAK	100.000	Entered	Yes
WO5046	2.DEO	10.000	Entered	No
WO5054	2.DEO	10.000	Issued	No
WO5055	2.DEO	1.000	Part Complete	No

OK and Cancel buttons are at the bottom.

5. Select the Works order you wish to link and click OK.



- You will then see that the WO is not currently linked to any SO, to link this works order click the "Change" button

- A window will appear with all open SO for the product, select the SO you wish to link the WO to and click "OK"

S.Order No.	A/C	Name	Product Code	Description	Due Date	Quantity	Cust.Ord.No
20	SMI001	Smith Ltd.	TEAK	Office Desk - Teak	14/03/2015	50.00	

- Review the information and click "OK", then "Yes" to save changes.

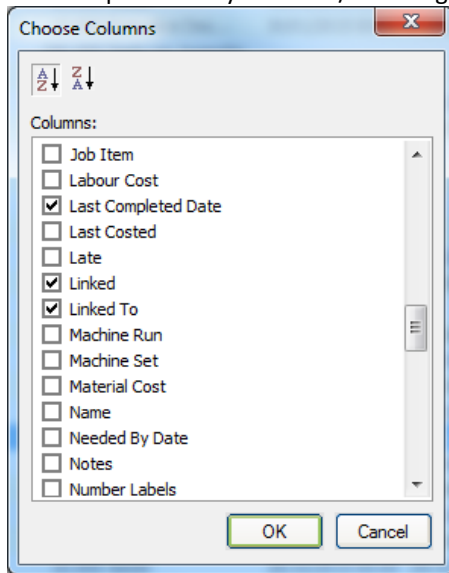
- The sales order's Link status is updated as Yes in the Linked column of the line item.
 - Linked
 - Displays a Yes or No flag as to whether the sales order is identified as Linked.
 - Linked To
 - Displays either blank, or the SO number linked to.

To view the status of the linked item, ensure that you have displayed the Linked and Linked To column. To display a data column, see Resizing and hiding data columns.

7. To do this right click on the table header and click “more”

Completed	Link	
22/10/2015	No	Works Order No.
/ /	No	Reference
/ /	No	Period
/ /	Yes	O/S Quantity
/ /	No	Status
30/06/2015	No	Printed
19/10/2015	No	Qty Required
02/09/2015	No	BOM Description
16/06/2015	No	Start Date
16/06/2015	No	End Date
16/06/2015	No	Entered
16/06/2015	No	Completed
16/06/2015	No	Linked
16/06/2015	No	Linked To
16/06/2015	No	More...
29/05/2015	No	Use Defaults
16/06/2015	No	
16/06/2015	No	

8. Select “Linked” and Linked To” from the list of categories and then “Ok” (You can sort the list alphabetically from A-Z/Z-A using the buttons at the top of the window)



9. You can then easily see if a recommendation is linked or not, and is so what to.

Linked	Linked To
No	
No	
No	
Yes	20
No	
No	

For further information or a demonstration please contact Red Business Systems
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