

# SO-2-PO Classic for VisionPoint\*

## **For VisionPoint 2000 and VisionPoint 10**

Do you want to convert VisionPoint sales order line items to purchase orders?

If you do, add **SO-2-PO Classic** to your VisionPoint system. **SO-2-PO Classic** lets you convert sales order line items to purchase orders and tie the generated purchase order to the original sales order. **SO-2-PO Classic** works with VisionPoint 2000, build 905 and higher, and VisionPoint 10, all builds.

### **Regular use of SO-2-PO Classic...**

- < Saves time by writing purchase orders automatically from sales order line items
- < Keeps inventory stocked at its minimum level.
- < Ties your customer's orders to your vendor purchases

### **SO-2-PO Classic saves money by...**

- < Reducing the likelihood of missed orders.
- < Reducing the need to keep costly inventory on hand.
- < Tying sales orders to purchase orders.

### **SO-2-PO Classic is...**

- < **Reliable!** **SO-2-PO Classic** is performing flawlessly for satisfied users around the world.
- < **Discreet!** Although fully integrated into SBT's Purchase Orders, only six SBT program file are modified to accommodate **SO-2-PO Classic**.
- < **Available now!** For VisionPoint 2000 and VisionPoint 10.

## **WHO NEEDS SO-2-PO Classic?**

Distributors who buy from many manufacturers.

Retailers who take special orders.

Sales organizations which 'flip' sales orders to purchase orders.

Anyone who is serious about managing inventory.

## **FEATURES of SO-2-PO Classic**

Converts sales order line items into purchase orders automatically.

Ability to review prospective purchase orders before conversion including header, detail and comment maintenance.

Support for multiple vendors.

Fully integrated in SBT Sales Orders and Purchase Orders.

Easy-to-use interface conforms to SBT VisionPoint 2000 standards.

## **Also from Lefkowitz Systems**

SO-2-PO Pro for SBT ProSeries

## **Need to know more?**

Lefkowitz Systems, Inc.  
1485 Bayshore Boulevard, Suite 379  
San Francisco, CA 94124 USA

Tel: 415/657-9900  
Fax: 415/657-9902  
E-mail: [mlefkowitz@sprintmail.com](mailto:mlefkowitz@sprintmail.com)  
Web: [www.lefkowitz-sys.com](http://www.lefkowitz-sys.com)

# How to Convert Sales Orders to Purchase Orders with SO-2-PO Classic!

Enter Sales Orders

Sales Order Entry for Customer => ADG1 / Praxis Products, Incorporated

Ln#	Item	PO	Description	Unit Cost	Unit Price	Disc %	Reg Date	Tax	Sls/Cost	Extended Price
A2EW	2	P	Analog II Exterior Wafer	52.350	89.95	0.000	10/13/99	Y	DOM/DOM	179.90
AIRC	1		Analog Interface RAM Card	129.000	215.00	0.000	10/13/99	Y	DOM/DOM	215.00
ASSC	4		Analog Super Segment Cable	24.350	49.95	0.000	10/13/99	Y	DOM/DOM	199.80

Buttons: Add, Edit, Save, Cancel, **SO-2-PO**

1: Click "SO-2-PO" to start the process...

Enter Sales Orders

Edit Detail of Current Sales Order  
Customer Number / Name => ADG1 / Addison, Dutton and Grant, Inc.

Ln#	Item	PO	Description	Unit Cost	Unit Price	Disc %	Reg Date	Tax	Sls/Cos	Extended Price
A2EW	2		Analog II Exterior Wafer	52.350	89.95	0.000	10/13/99	Y		

Vendor Number: ACP1 Company AMERICAN CHEMICAL PRODUCTS

OnHand= 125 OnOrder= 0 Proj Stock = 118

2: Enter or accept the PO line item information...

Enter Sales Orders

Edit Detail of Current Sales Order  
Customer Number / Name => ADG1 / Addison, Dutton and Grant, Inc.

SO ship-To address copied to the PO ship-to address

Buttons: OK

Optionally, copy the SO ship-to address to the PO ship-to address to make a drop-ship PO.

Enter Sales Orders

Edit Detail of Current Sales Order  
Customer Number / Name => ADG1 / Addison, Dutton and Grant, Inc.

Ln#	Item	PO	Description	Unit Cost	Unit Price	Disc %	Reg Date	Tax	Sls/Cos	Extended Price
A2EW	2		Analog II Exterior Wafer	52.350	89.95	0.000	10/13/99	Y	8.64	104.70

Buttons: Return to SO, Edit PO, PO Header, PO Comment, Copy Ship To, **Convert PO**

3: Click the "Convert to PO" button...

Enter Sales Orders

Edit Detail of Current Sales Order  
Customer Number / Name => ADG1 / Addison, Dutton and Grant, Inc.

Convert Proto-POs to Purchase Order?

Buttons: Yes, No

4: Confirm that you want to generate POs...

Enter Sales Orders

Edit Detail of Current Sales Order  
Customer Number / Name => ADG1 / Addison, Dutton and Grant, Inc.

Tag Vendor for conversion to POs

Vendor	Company	Selected
ACP1	American Chemical Products	Yes

5: Tag the pending PO(s) to generate...

Confirm PO

PO Number | 1044

Vendor ACP1 : \$113.34

American Chemical Product

Esc-Cancel

6: Accept the next PO number or enter a new one...

Enter Sales Orders

Edit Detail of Current Sales Order  
Customer Number / Name => ADG1 / Addison, Dutton and Grant, Inc.

Purchase order 1044 to vendor ACP1 for \$113.34 created.

Buttons: OK

That's it! You have created a PO from a sales order!