Slide 1

Slide notes: When the Truck is back from its round of Deliveries, we enter the Cash Up stage of the Dispatch processing. Now, we may process first of all any Customer Returns, and also if any Orders have not been delivered, we will want to take action on those. For example, if an Order has not been delivered for whatever reason, we need to release it from the Dispatch so that we will not process the Delivery into our Cash Account. Therefore, we will apply the steps to release such an Order from the Dispatch, and then it will be either cancelled or included in a future Dispatch, depending on the reason why it was not delivered in the 1st place.

Slide 2

Slide notes: For each Order on our Dispatch, we have an indication of the expected Amount collected or charged to Account. For each C.O.D. Order, the Amount will be listed in the Cash column, and once we process those Deliveries, we will expect that Cash to be in the Cash Account for the Truck.
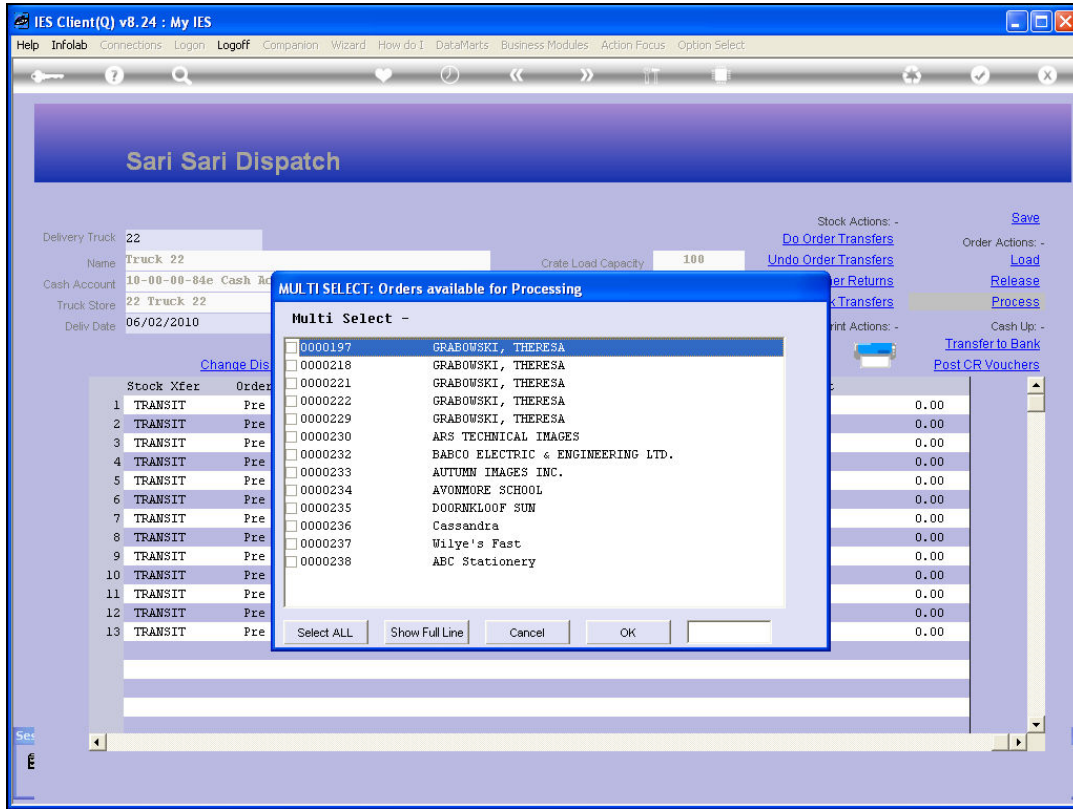
Slide 3

Slide notes: Note that we currently have 13 Orders listed on the Dispatch. From Order Actions, we choose 'Process' to process the Deliveries.
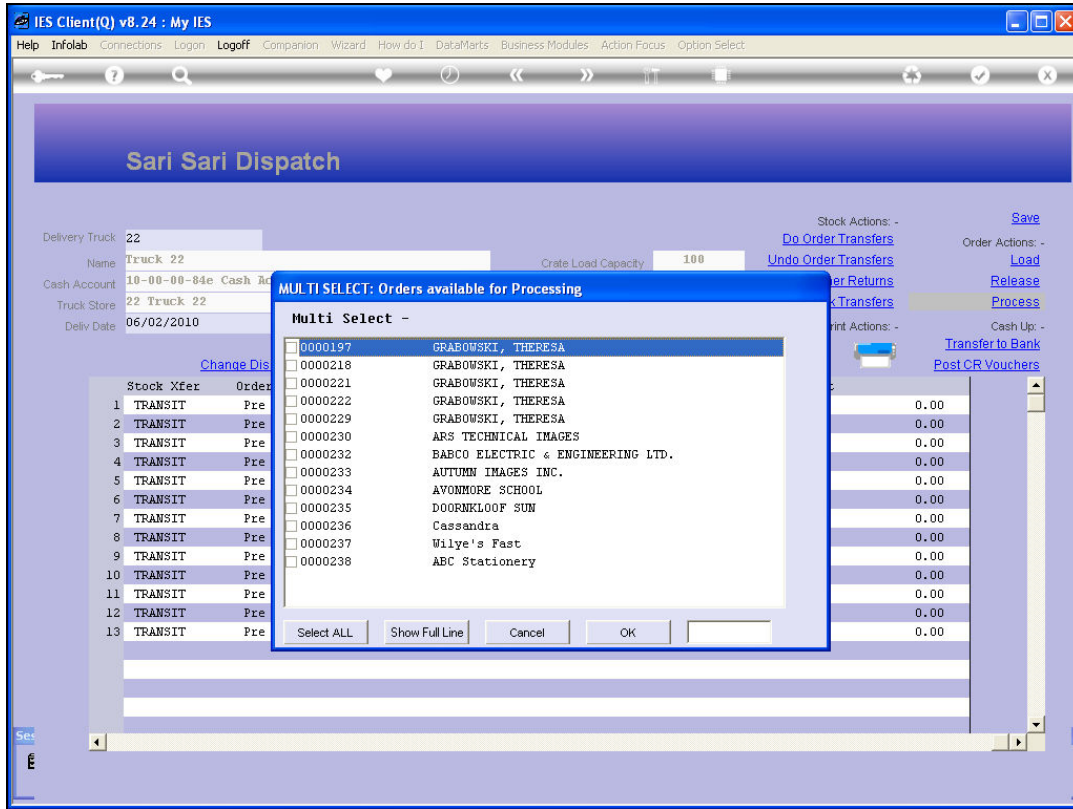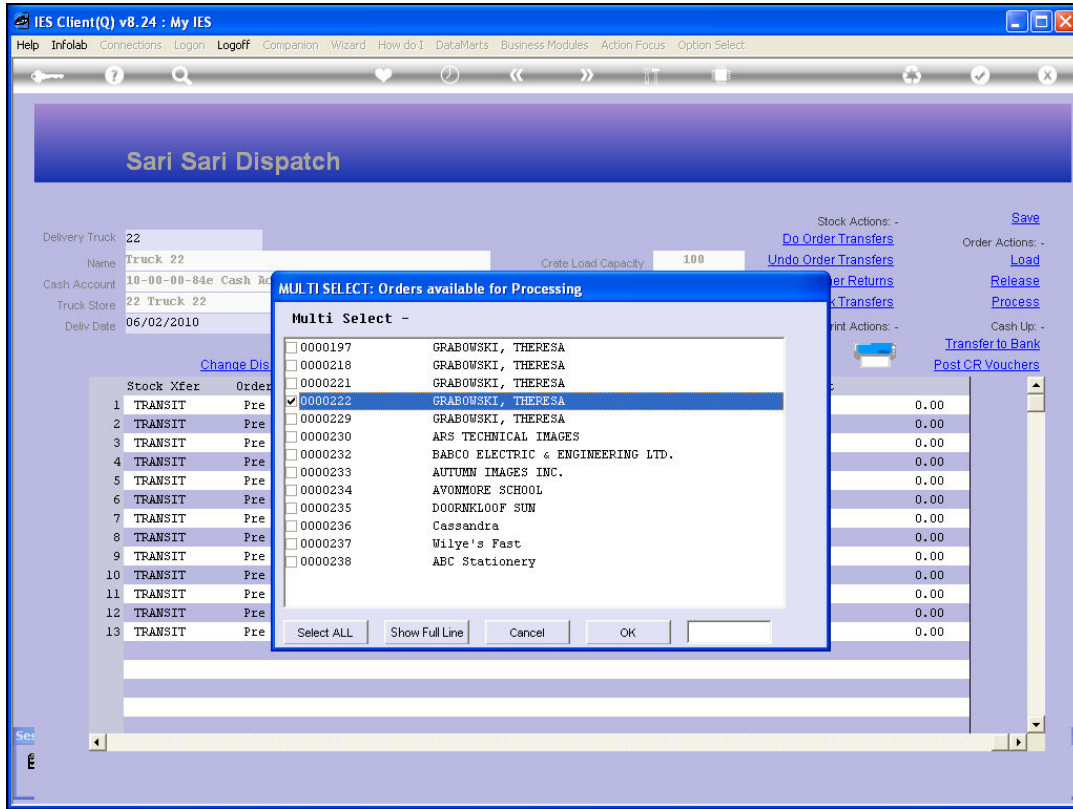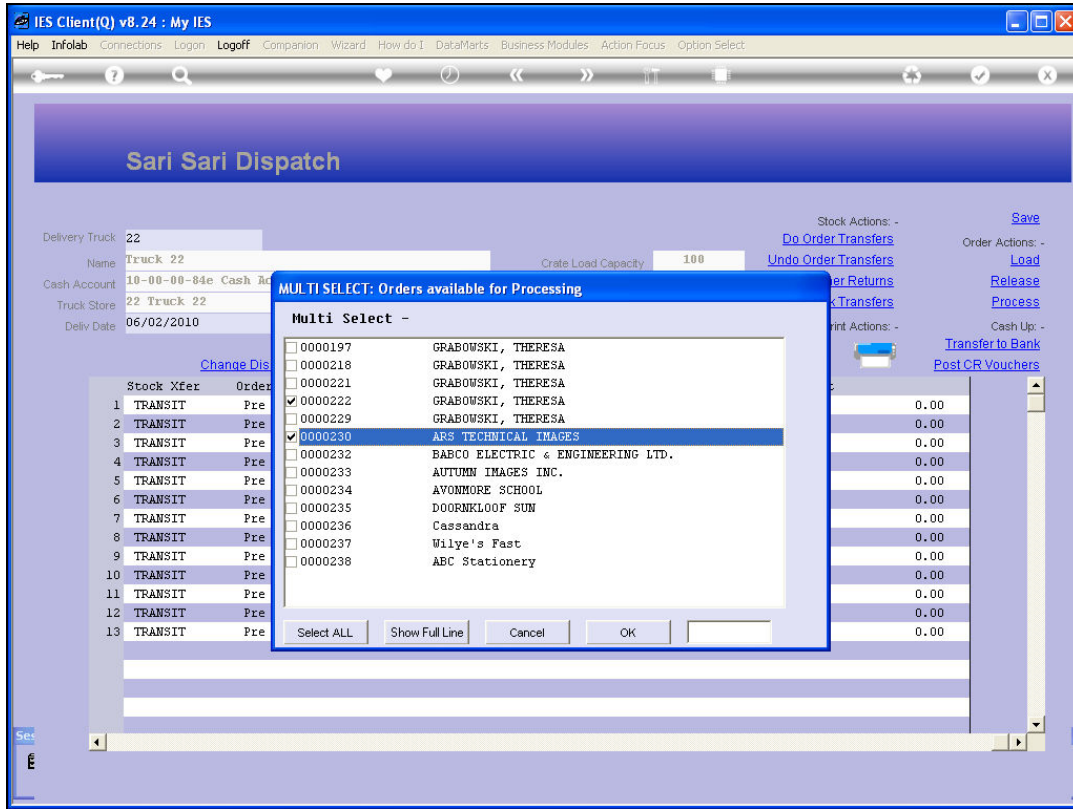
Slide 4

Slide notes: We can do them all at once, or selectively. But as an Order Delivery is processed, it disappears from the Dispatch and after that no further actions can be taken on such an Order.

Slide 5
Slide notes:

Slide 6
Slide notes:

Slide 7

Slide notes: So, in this case, we are selecting 2 Orders for final processing.

Slide 8
Slide notes:

Slide 9
Slide notes:

Slide 10

Slide notes: After processing of the selected 2 Orders, our list of Orders on the Dispatch has now shrunk from 13 to 11.

Slide 11

Slide notes: So, when the Truck is back after a round of deliveries, we are ready for the Cash Up process, and we check first for Orders that should not be processed due to non-delivery, and remove those. We may then also process any Customer Returns, although it is only recommended and not forced and can also be done later. Then we process the Orders that have been delivered. And once we have done that, we will process any Vouchers that have been authorized by Customers for application instead of Cash, otherwise we cannot balance properly on the Cash Up Statement.