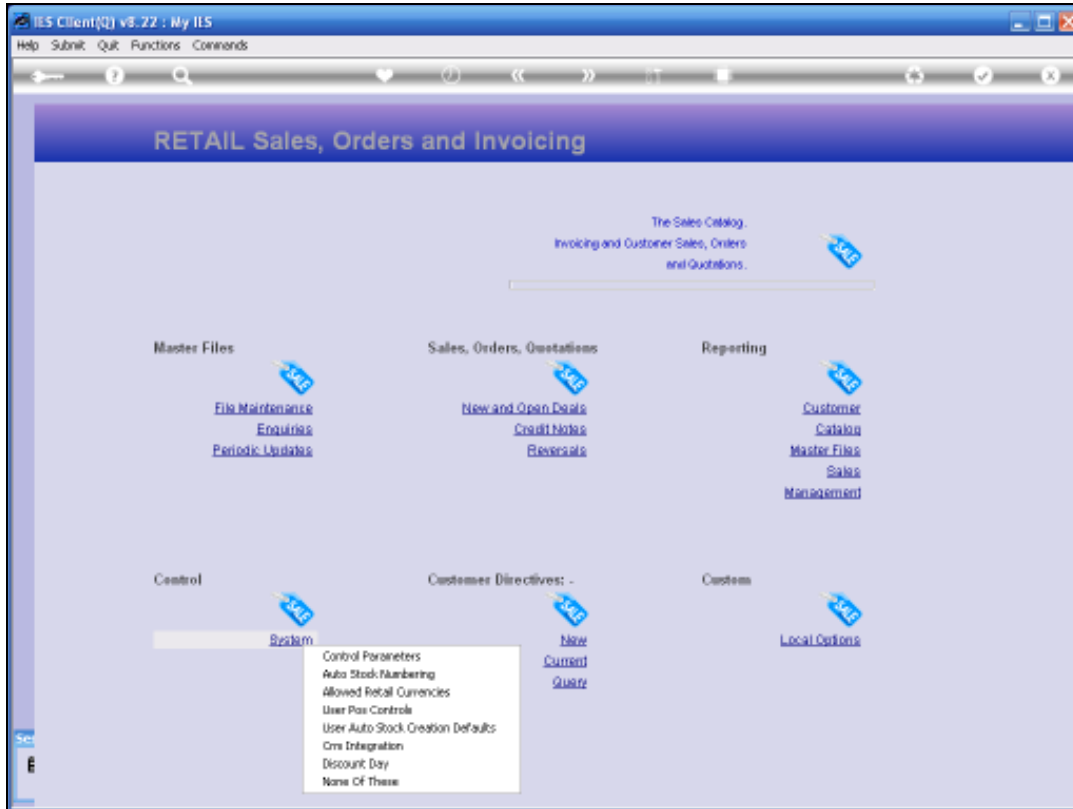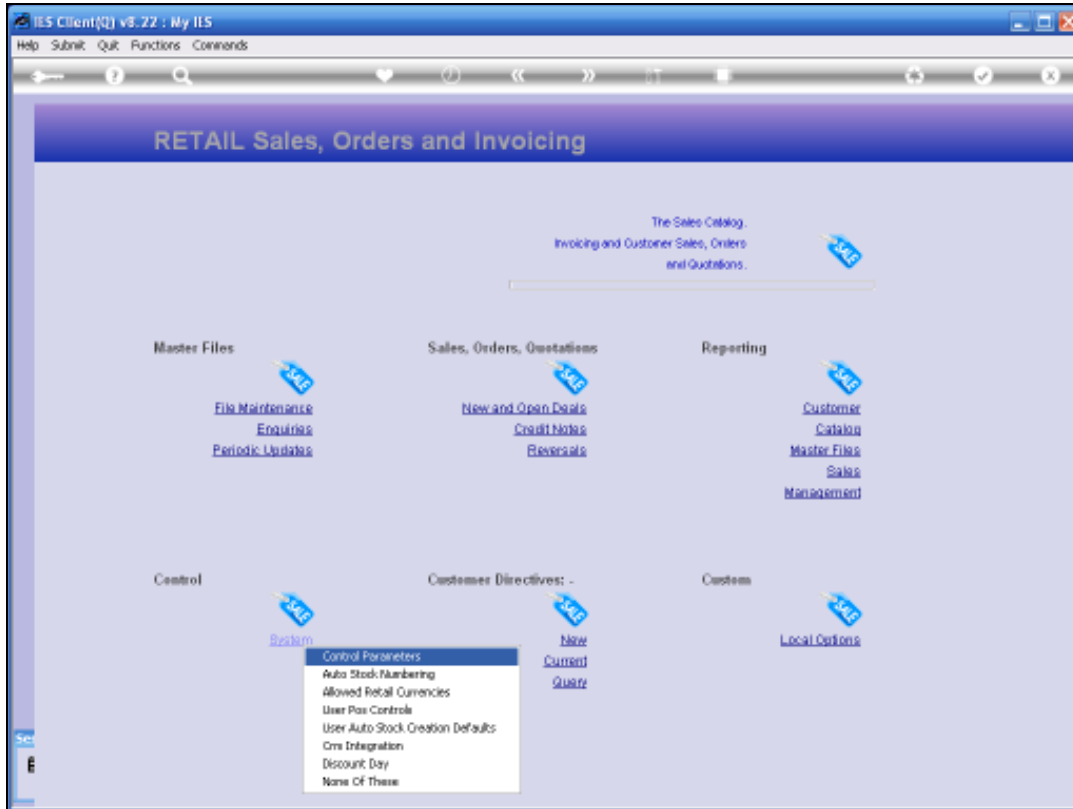Slide 1

Slide notes: Retail Invoices and Delivery Notes are automatically numbered by the system, but we have some choices in how the numbers are generated.
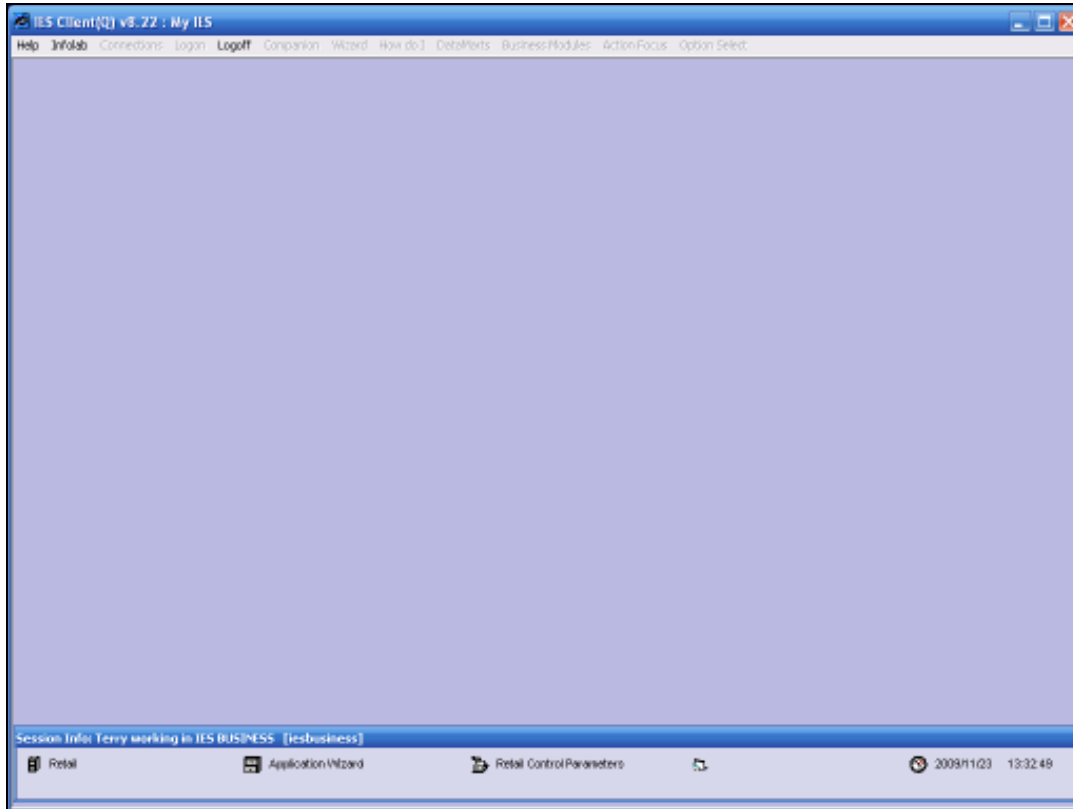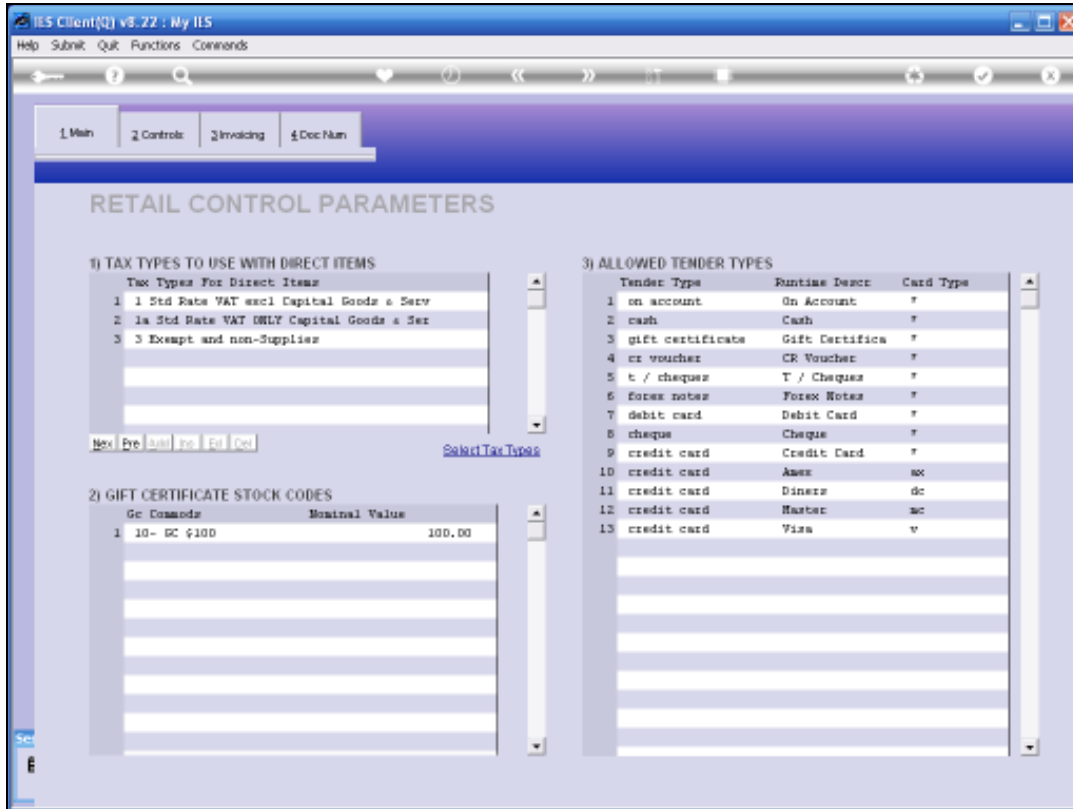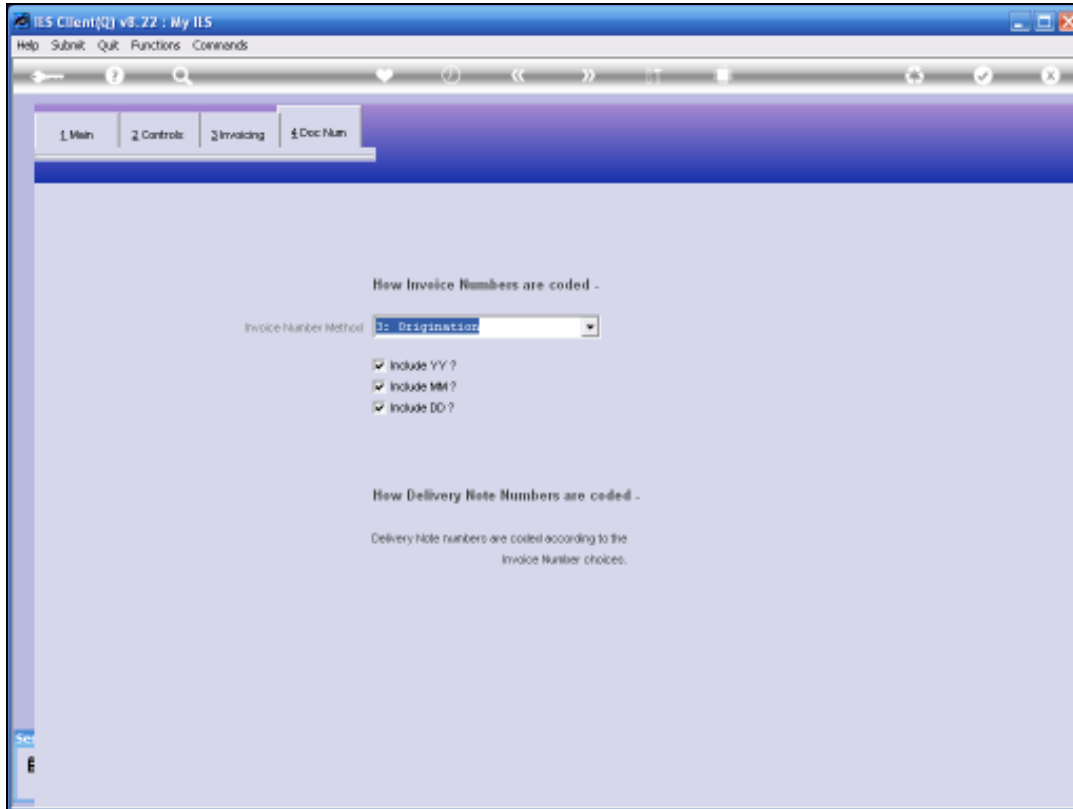
Slide 2
Slide notes:

Slide 3

Slide notes: We go to the Retail Control Parameters to state our preferences.
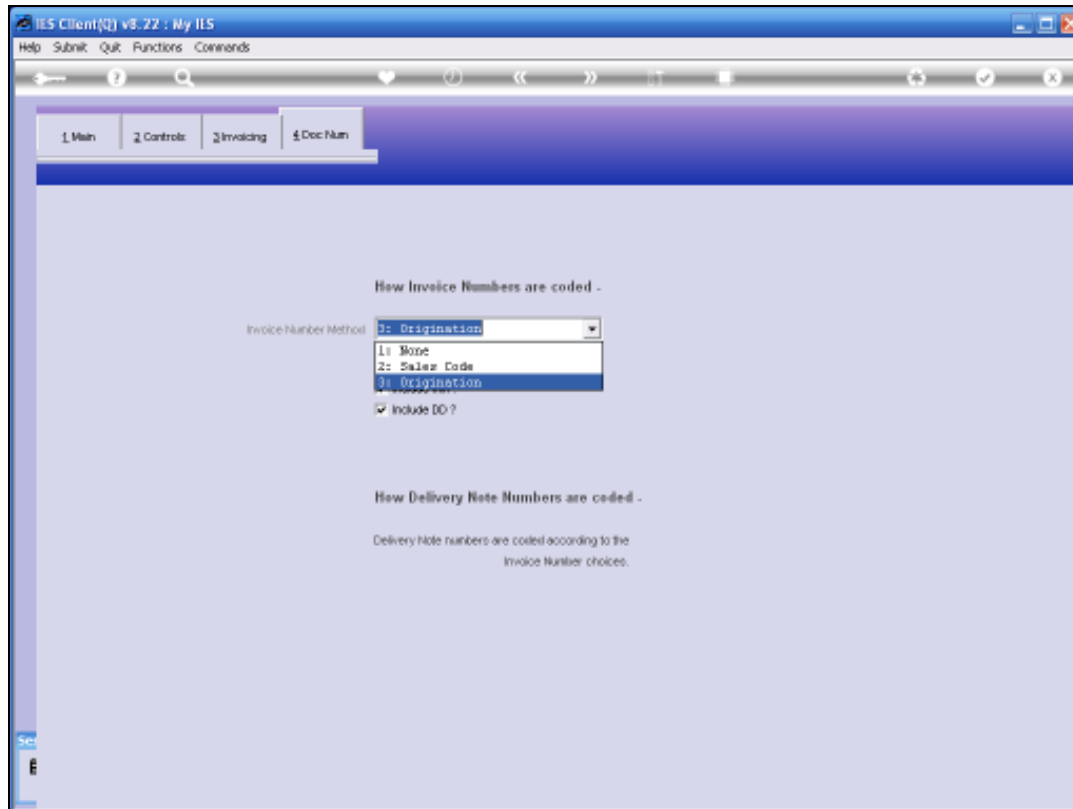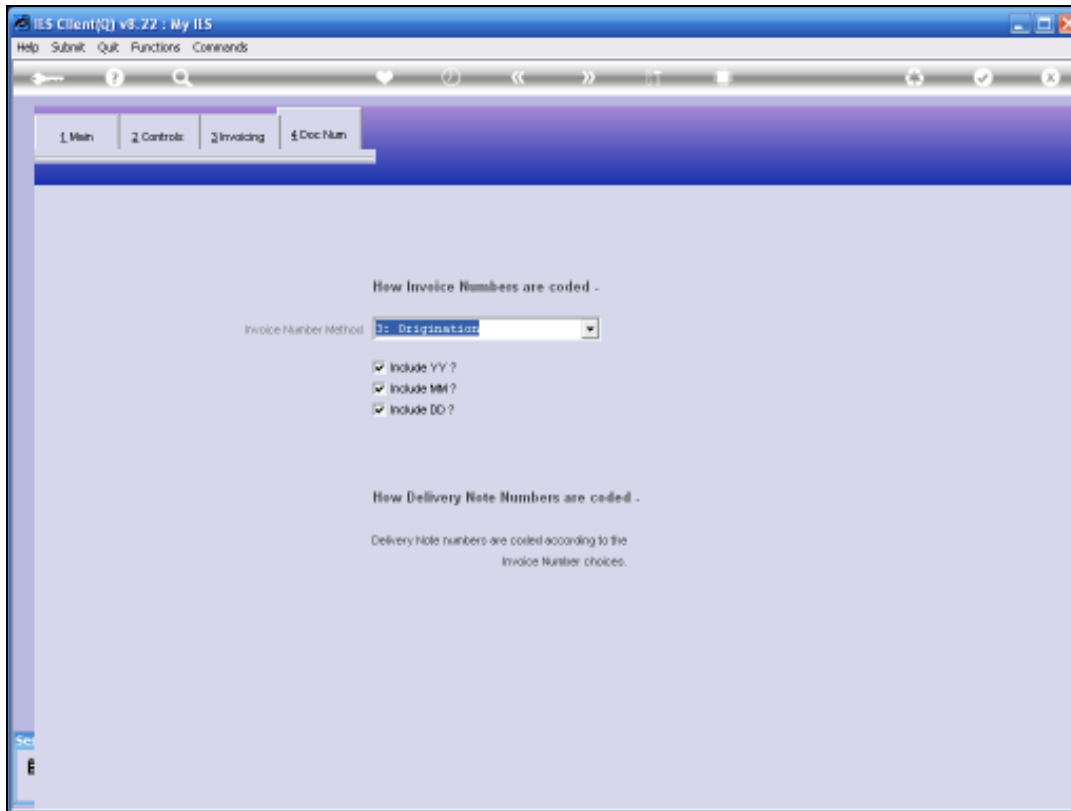
Slide 4
Slide notes:

Slide 5
Slide notes:

Slide 6

Slide notes: At the 'Doc Num' tab we find the settings for Invoice and Delivery Note numbering.
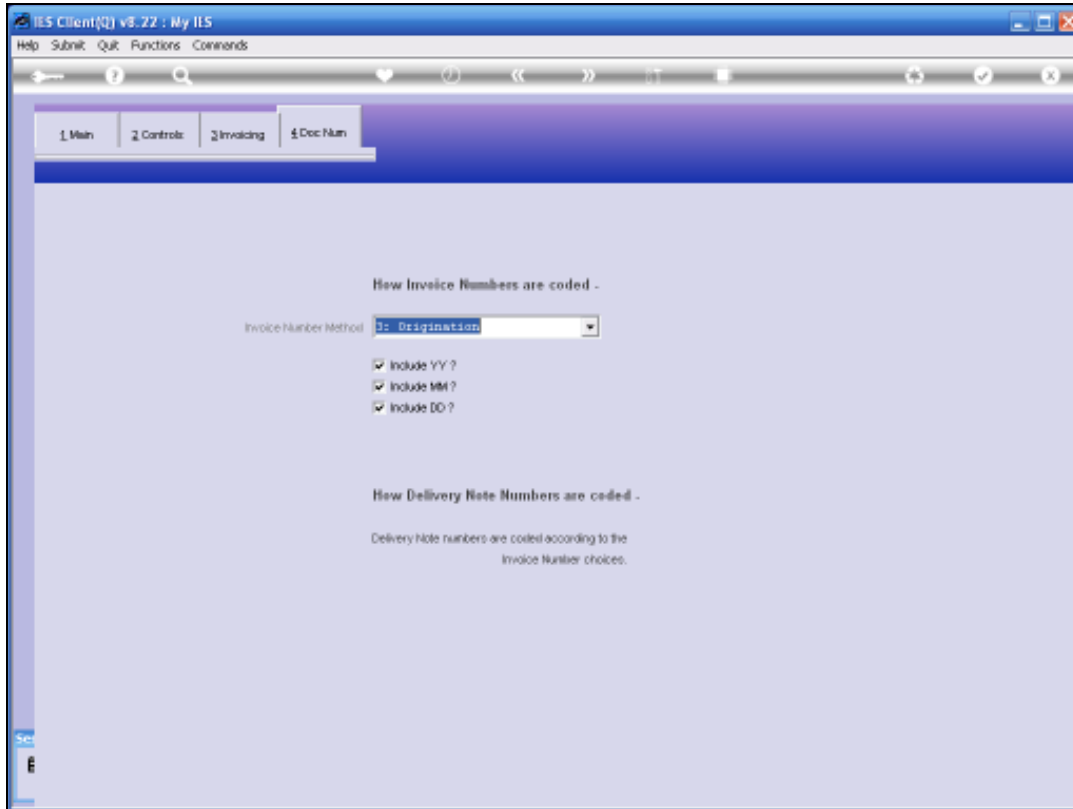
Slide 7

Slide notes: The 3 primary methods available are 'None', i.e. no Prefix to the sequential number, or a differentiation either by Sales Code or Origination. The Sales Code refers to the Sales Person, and if this option is used, then all Invoices can readily be connected to the Sales Person. More commonly, the Origination option is used as the primary indicator. For example, when differentiating Invoices by Division, then the allowed Divisions are listed as Origination Codes and the Origination Code selected for the Retail Deal is then included in the Invoice Number as well as for any Delivery Note Numbers on the Deal.
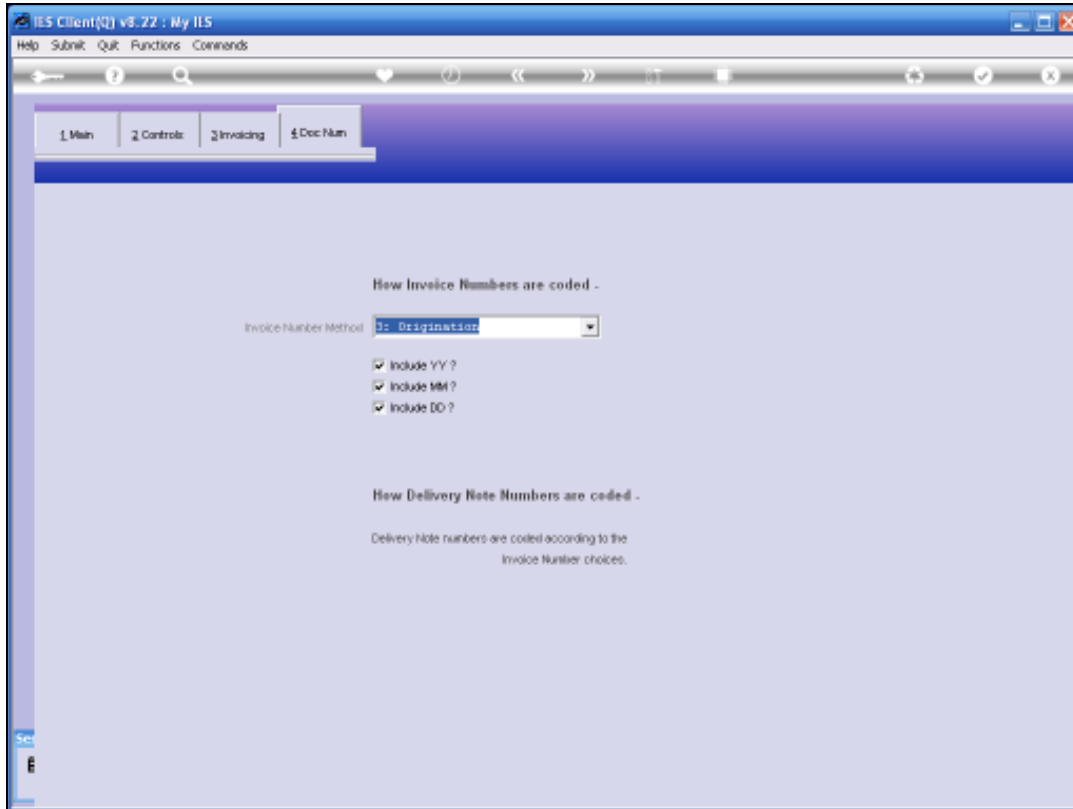
Slide 8

Slide notes: We may also choose to include any or all of Year, Month and Day in the Invoice and Delivery Note numbers.

Slide 9

Slide notes: The Delivery Notes are numbered based upon the same structure as selected for the Invoice Numbers.

Slide 10
Slide notes: