6.5. Reports

6.5.1. Open documents report

The screen can be reached via: Produmex > Reports > Open Documents Report. On the Open documents report screen open PMX documents can be seen grouped by the document type.

Adjust the settings of the Open documents report on the Open documents screen controller. On the controller the sorting order can be selected for each document type. The view and grid localization for the document types can be also customized on the controller.

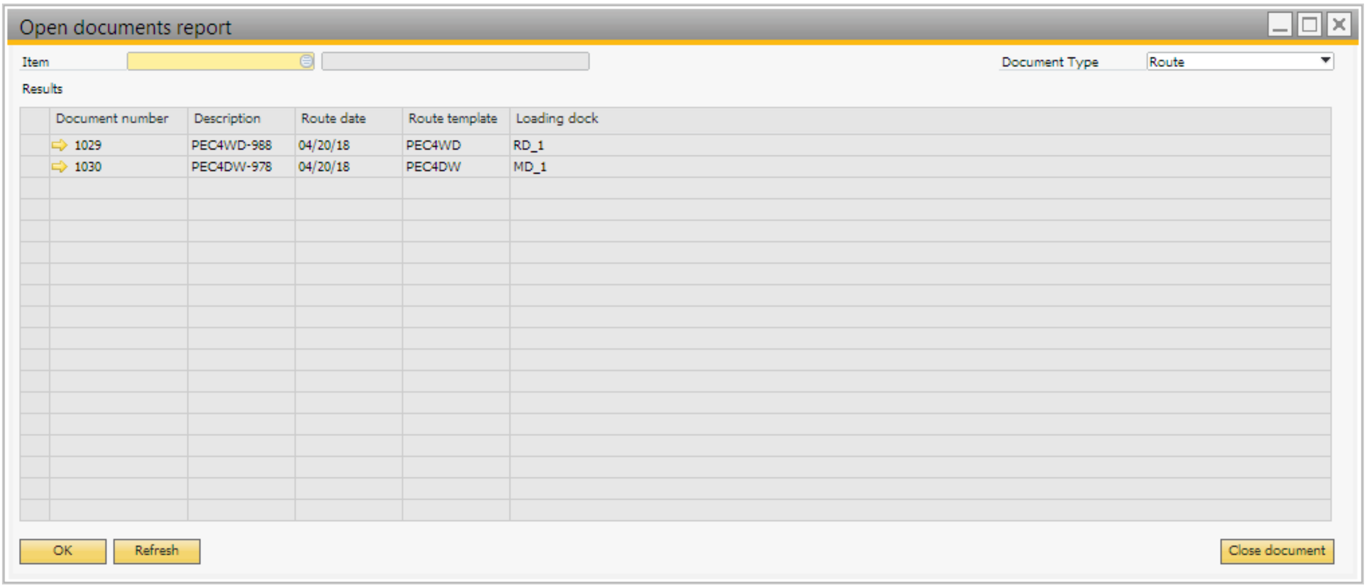
Select a ‘Document type’ from the dropdown menu. The following document types can be selected:

- Route
- Pick list
- Pick list proposal
- Move order
- PMX Sales shipping
- Container
- Weigh order

Item:
It is possible to filter the list based on the item. Enter the item code or select an item from the list.

Click on the ‘Ok’ button to close the screen.
Click on the icon on the Menu Bar to refresh the screen.
Click on the ‘Close document’ button to close the document(s) on the selected line(s).

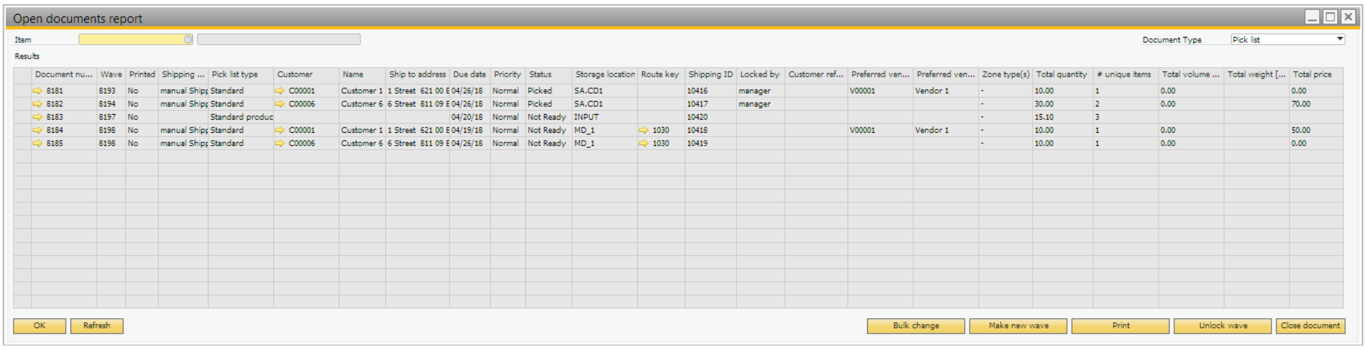
6.5.1.1. Route



- *Document number:* The route number.

- *Description:* The route description.
- *Route date:* The due date of the route.
- *Route template:* The route template number. The field is only filled if the route was created from a template.
- *Loading dock:* The code of the loading dock assigned to the route.

6.5.1.2. Pick list



- *Document number:* The pick list number.
- *Wave:* The wave number.
- *Printed:* Possible values: Yes/No
- *Shipping Type (Document):* The shipping type of the base document.
- *Pick list type:* The pick list type.
- *Customer:* The card code of the customer.
- *Name:* The name of the customer.
- *Ship to address:* The ship-to address.
- *Due date:* The due date of the base document.
- *Priority:* The priority of the pick list.
- *Status:* The status of the pick list.
- *Storage location:* The destination of the picking.
- *Route key:* The route number the pick list belongs to. When the pick list is not assigned to a route, this field is empty.
- *Shipping ID:* The shipping ID of the pick list.
- *Locked by:* The user who started the picking.
- *Customer ref.no.:* Customer reference number.
- *Preferred vendor:* The card code of the preferred vendor.
- *Preferred vendor name:* The name of the preferred vendor.
- *Zone type(s):* The zone type.
- *Total quantity:* The total quantity of the pick list.
- *#unique items:* The number of the items on the pick list.
- *Total volume (m3):* The total volume of the pick list displayed in m3.
- *Total weight (kg):* The total weight of the pick list displayed in kg.
- *Total price:* The total amount of the pick list proposal.

Create a new wave

Click the `Make new wave` button to create a new wave from the selected picklists.

Note: Make sure that the wave contains picklists related to the same warehouse. Waves with picklists related to different warehouses are not supported.

Print

Click on the button to print the selected pick lists.

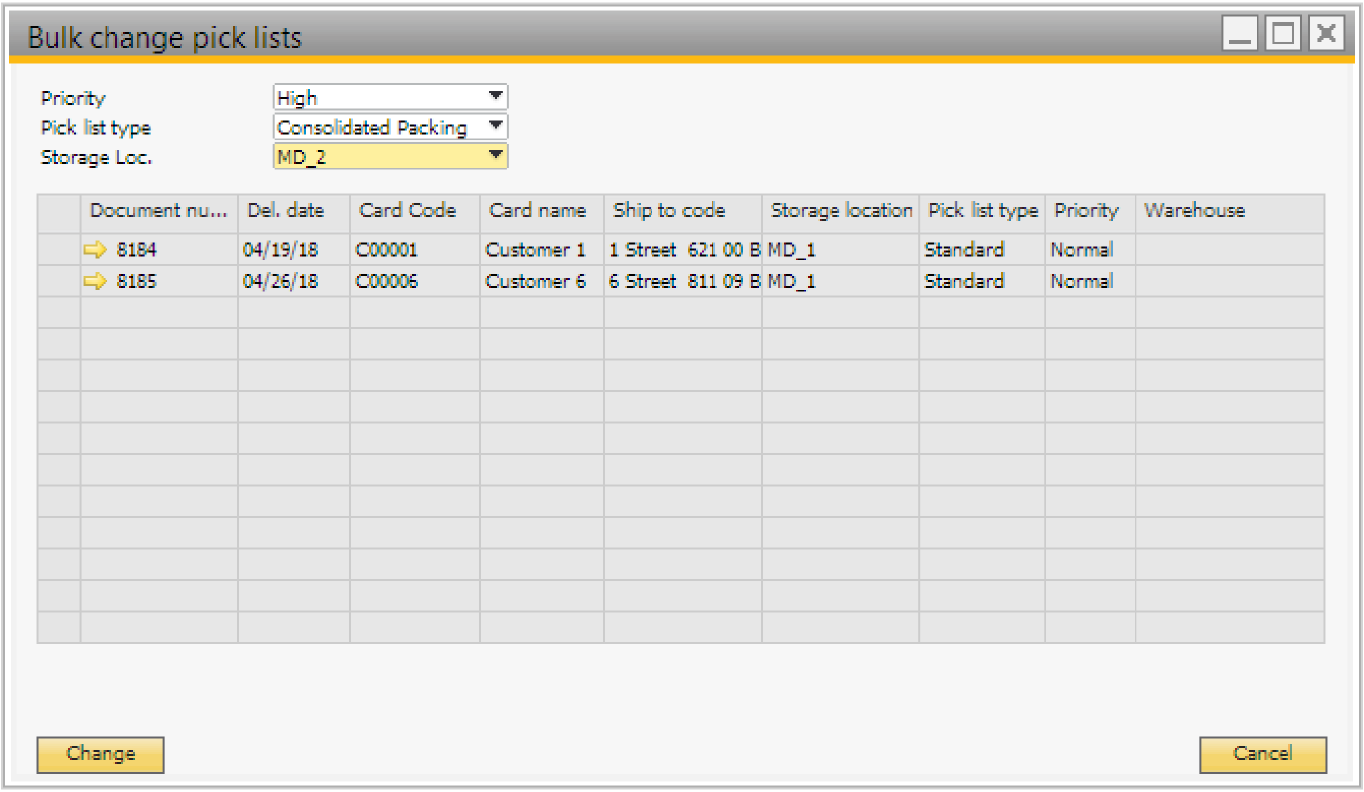
After printing the pick list, the status is converted to Ready.

Unlock wave

Click the button to remove the user locking from the wave linked to the selected line.

Bulk change

To change certain values for multiple pick list, select the pick lists and click on the 'Bulk change' button.



Adjust the values on the opening 'Bulk change pick lists' screen. The following values can be changed:

1. *Priority*
   Select a priority level from the dropdown list.
2. *Pick list type*
   Select a pick list type from the dropdown list. The pick list type can only be changed if the type of the base document is the same for every selected pick list. Every Produmex pick list type

that is not used for production can be selected.

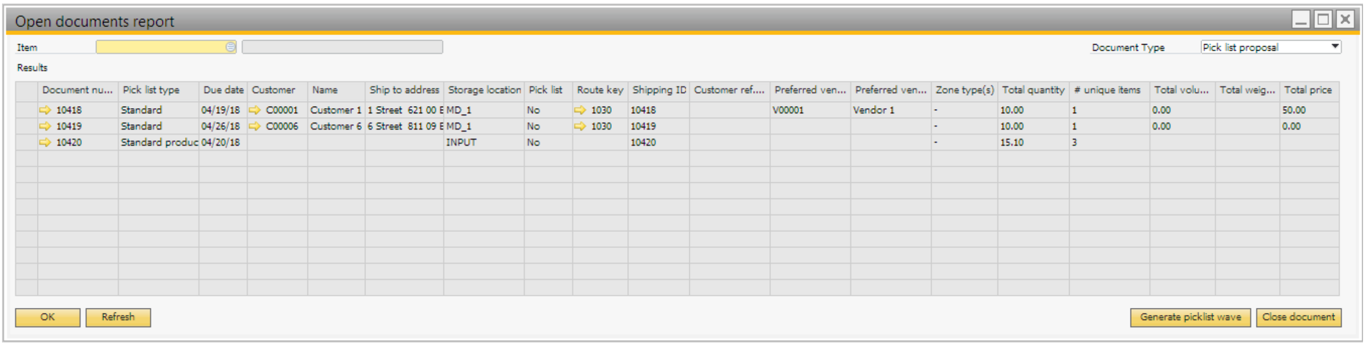
3. *Storage location*
   Select a storage location from the dropdown list. Active unloading docks and active locations that can be the destination for picking are listed. The storage location can only be changed if every selected pick list needs to be picked from the same warehouse.

On the grid every selected pick list is listed.

Press the ‘Change’ button to adjust the values for every selected pick list. Only fields where a value has been selected will be adjusted.
Press the ‘Cancel’ button to close the screen without changing any value.

6.5.1.3. Pick list proposal

On this screen, every open pick list proposal is listed. Pick list proposals with open pick list are displayed based on the setting for the *‘Show proposals with pick lists on open doc. report?’* option on the Pick List Proposal generator.

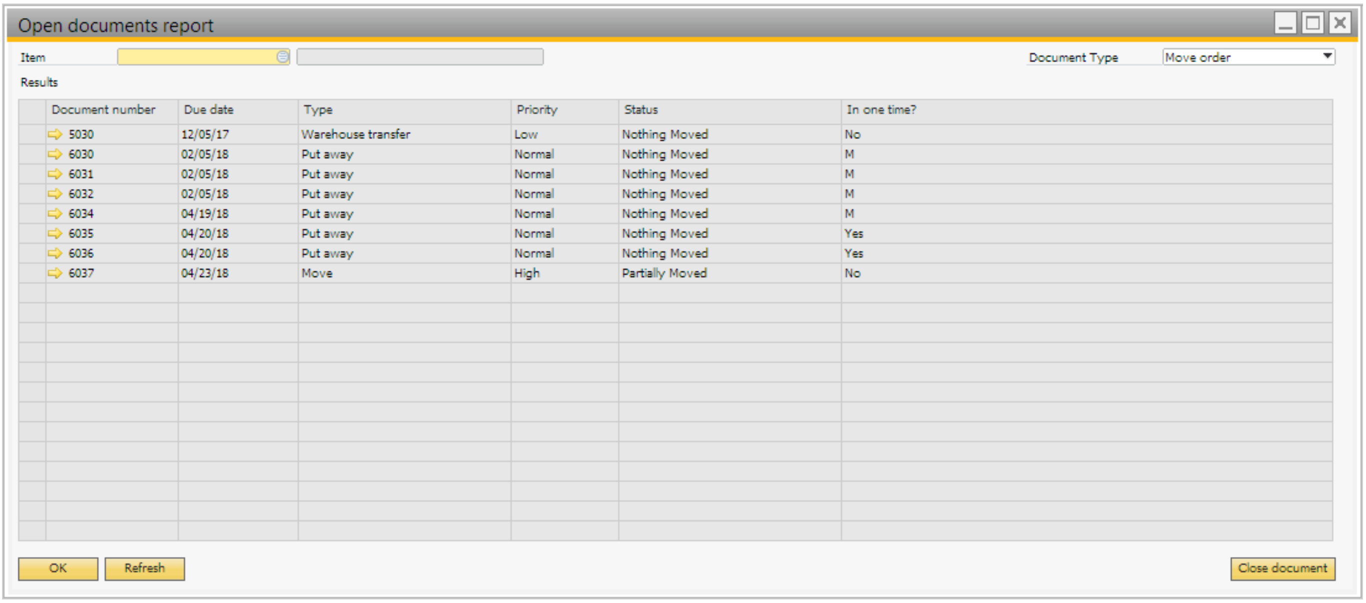


- *Document number:* The pick list proposal number.
- *Pick list type:* The pick list type.
- *Due date:* The due date of the base document.
- *Customer:* The card code of the customer.
- *Name:* The name of the customer.
- *Ship to address:* The ship-to address.
- *Storage location:* The destination of the picking.
- *Pick list:* Indicates whether a pick list was created based on the proposal or not.
- *Route key:* The number of the route the pick list belongs to.
- *Shipping ID:* The shipping ID of the pick list proposal.
- *Customer ref.no.:* The customer reference number copied from the sales order.
- *Preferred vendor:* The card code of the preferred vendor.
- *Preferred vendor name:* The name of the preferred vendor.
- *Zone type(s):* The zone type.
- *Total quantity:* The total quantity of the pick list proposal.
- *#unique items:* The number of the items on the pick list proposal.
- *Total volume (m3):* The total volume of the pick list proposal displayed in m3.
- *Total weight (kg):* The total weight of the pick list proposal displayed in kg.
- *Total price:* The total price of the pick list proposal.

Click on the ‘Generate pick list wave’ button to create pick list(s) that are grouped in a wave from the selected line(s).

Click on the ‘Generate pick list’ button to create pick list(s) from the selected line(s). Each generated pick list has its separate wave.

6.5.1.4. Move order

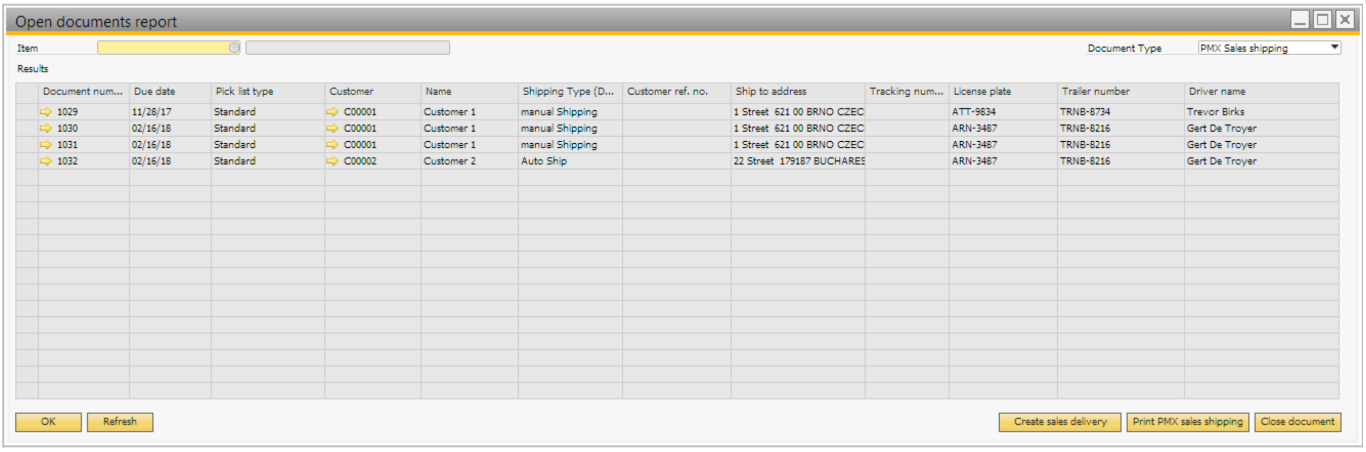


- *Document number:* The number of the move order.
- *Due date:* The due date of the move.
- *Type:* The move type. Possible values: *Move*, *Put away*, *Replenishment*, *Warehouse transfer*.
- *Priority:* The code of the priority.
- *Status:* The status of the move order. Possible values: *Nothing Moved* and *Partially Moved*.
- *In one time?:* Indicates whether the move order can/must be moved in one time or not. Its value can be set in the process of Move SSCC. Possible values displayed in the column:
  - No - Cannot be moved in one time
  - Y - Can be moved in one time
  - M - Must be moved in one time

6.5.1.5. PMX Sales shipping

When the *‘Use Pmx sales shipping?’* option is enabled on the Sales delivery note generator, the delivery will be booked in a PMX Sales Shipping document.

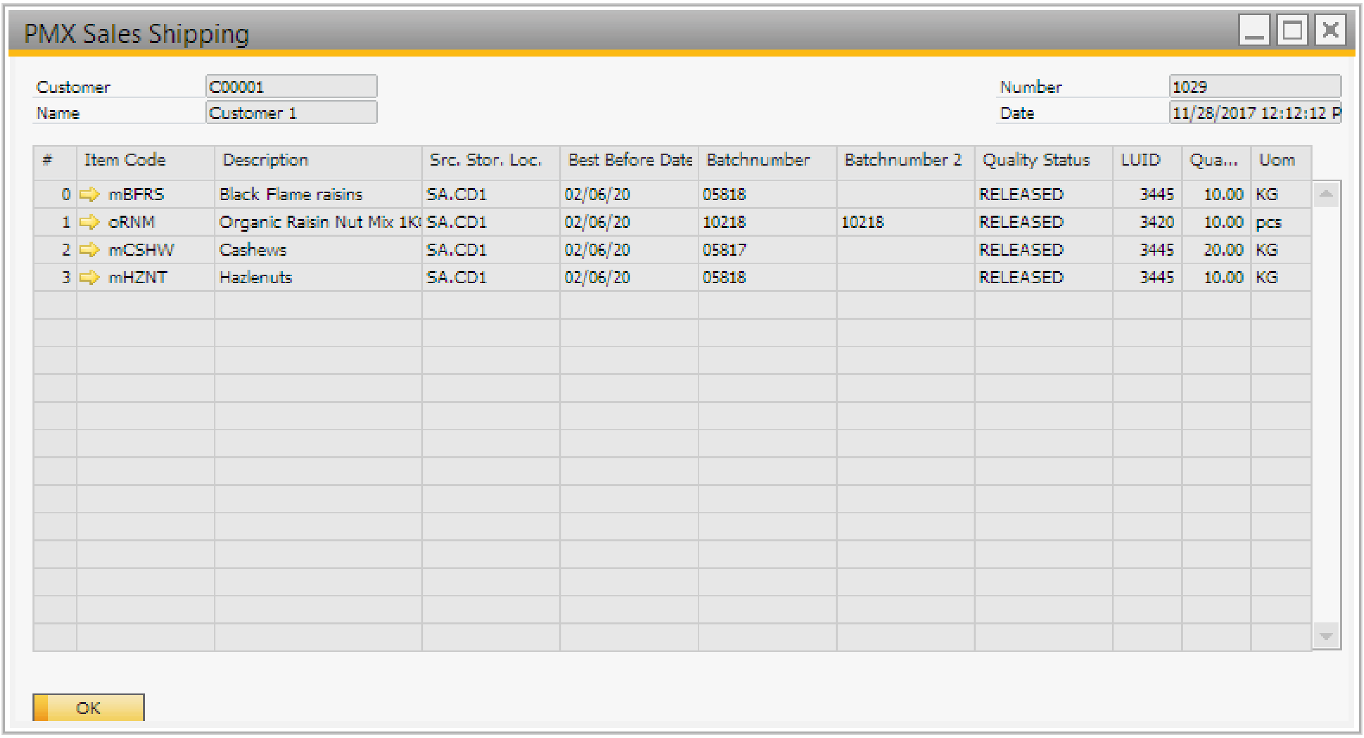
The SAP sales delivery can be created based on the PMX Sales Shipping Document through the Sales Delivery Tool, or manually on the Open Documents report.



- *Document number:* The number of the PMX Sales Shipping document.
- *Due date:* The date when the document was created.
- *Pick list type:* The type of the base pick list.
- *Customer:* The card code of the customer.
- *Name:* The name of the customer.
- *Shipping type:* The shipping type of the base sales order.
- *Customer reference number:* The customer reference number copied from the sales order.
- *Ship to address:* The ship-to address.
- *Tracking number:* The tracking number. Based on the shipping type, the user might have to add the tracking number during the picking.
- *License plate:* The license plate.
- *Trailer number:* The trailer number.
- *Driver name:* The name of the driver. Based on the general settings for the company and the shipping type, the user might have to add the license plate, the trailer number and the name of the driver during the shipping.

Click on the ‘Create Sales Delivery’ button to create a sales delivery document based on the selected PMX Sales Shipping document.
Click on the ‘Print PMX Sales Shipping’ button to print the selected document. On the opening ’Select report and printer’ screen select the report and the printer. Only *‘PMX Sales shipping report (PSSH-RPT)’* type reports can be selected. Please note: It is not possible to print multiple PMX Sales Shipping document simultaneously.

PMX Sales Shipping



Header

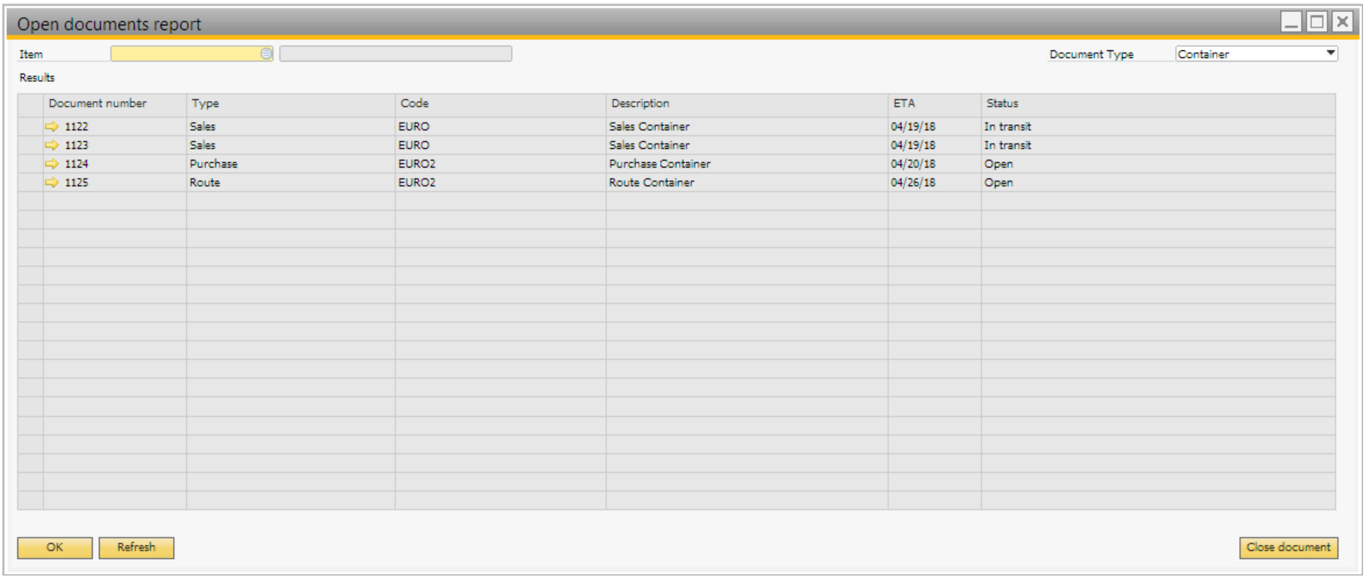
- *Customer:* The Card Code of the customer.
- *Name:* The name pf the customer.
- *Number:* The number of the PMX Sales Shipping document.
- *Date:* The date and time of the creation.

Grid

- *Item Code:* The item code.
- *Description:* The item description.
- *Src.Stor.Loc.:* The code of the loading dock.
- *Best Before Date:* The best before date of the stock to ship.
- *Batchnumber:* The batch number linked to the stock to ship.
- *Batchnumber2:* The second batch number linked to the stock to ship.
- *Quality Status:* The quality status of the stock.
- *LUID:* The LUID.
- *Quantity:* The quantity to ship.
- *Uom:* The unit of measurement.

Click on the ‘Ok’ button to close the screen.

6.5.1.6. Container



- *Document number:* The number of the container.
- *Type:* The container type. The possible values are: *'Sales'*, *'Purchase'*, *'Route'*.
- *Code:* The code of the container.
- *Description:* The description of the container.
- *ETA:* The estimated time of arrival.
- *Status:* The status of the container. The possible values are: *'Open'*, *'In transit'*, *'Delivered'*, *'Closed'*.

6.5.1.7. Weigh order

- *Doc. Number:* The document number of the weigh order.
- *Due Date:* The due date of the weigh order.
- *Priority:* The priority of the weigh order.
- *Weighing room:* The weighing room assigned to the order.
- *Prod.order:* Link to the base production order.
- *Prod.doc.number:* The document number of the base production order.
- *Item code:* The item code of the main product.
- *Item name:* The item name of the main product.
- *Weighing strategy:* The weighing strategy of the main product that was defined on the Produmex Production tab of the Item Master Data.
- *Status:* The status of the weigh order.

Click on the 'Print' button to print the weigh order report for the selected weigh orders.

6.5.2. Audit trail

The "Audit trail" function in the Produmex Office module allows to document the change history of relevant Organizational Structure Elements or relevant aspects or characteristics of items, business partners, etc.

6.5.3.1. Prerequisites

Set the changes to track on the History config tab of the Organizational Structure before starting to use the Audit trail function. Changes made in the following tables can be tracked:

TABLE	TABLE NAME
Audi	PMX_AUDI
Can be lined up	PMX_CBLU
Document locking	PMX_DOLL
History table	PMX_HCOH
History column	PMX_HCOL
Item shelf life for partner	PMX_ICSL
Inventory locking	PMX_INLD
Item zone type	PMX_ITZT
Current lined up location	PMX_LIUP
Logistic unit	PMX_LUID
Link zone – zone type	PMX_LZZT
Bin	PMX_OSBI
Company	PMX_OSCO
Dock	PMX_OSDO
Ose element	PMX_OSEL
Moveable location	PMX_OSML
Packing line	PMX_OSPA
Production line	PMX_OSPL
Printer	PMX_OSPR
Ose storage location	PMX_OSSL
Silo/Tank	PMX_OSST
Thin client	PMX_OSTC
Pmx Warehouse	PMX_OSWH
Zone	PMX_OSZO
Page size	PMX_PGSZ
Print report events	PMX_PRRP
Production step list	PMX_PSLH
Production step list line	PMX_PSLL
Quality status transition	PMX_QSTT
Quality status	PMX_QYST
Reasons	PMX_REAS
Report	PMX_RPRT
Route template	PMX_RTTH
Route template line	PMX_RTTL
Fixed item on location	PMX_SLIT
SSCC	PMX_SSCC
Zone type	PMX_ZOTY

Limitation:

For some tables to run you will need to adjust additional tables in the History config tab.

The reason for the additional adjustments for specific tables are some of the tables are dependent on one another. If a table is a child table and during the parent adjustment, the *Audit system* checks the parent's settings. If there is no setting for the parent it will not generate the child table.

The following list of tables will require extra additional configuration to work:

Tables	Additional Configuration
Can be lined up - **PMX_CBLU**	Production line - **PMX_OSPL**
History column - **PMX_HCOL**	History table - **PMX_HCOH**
Link zone – zone type - **PMX_LZZT**	Zone - **PMX_OSZO**
Production step list line - **PMX_PSLL**	Production step list - **PMX_PSLH**
Quality status transition - **PMX_QSTT**	Quality status - **PMX_QYST**
Route template line - **PMX_RTTL**	Route template - **PMX_RTTH**

For the “Fixed item on location” table you will have more options to work with:

Table
Fixed item on location - **PMX_SLIT**

PMX_SLIT needs one of the following tables:
Automated Storage Table - **PMX_OSAS**
Bin - **PMX_OSBI**
Silo/Tank - **PMX_OSST**
Warehouse Automation Table - **PMX_OSWA**

EXAMPLE: **Route template lines**
In the example we will track the changes in route templates.
First we set the **PMX_RTTL** and **PMX_RTTH** tables - as previously explained we need to adjust both the child and parent tables to run the required route templates table - to track on the History config window.

For the sake of the example, we updated a route template:
We removed the Customer 3 with the ‘Turkey _Istanbul’ shipping code and added Customer 5 instead. We also changed the route sequence.

6.5.3.2. Audit trail search

To see the change history of the tables you set to track on the History config tab of the Organizational Structure, open the Audit trail search window via the following path: Produmex > Reports > Audit trail.

On this windows filters for the Audit trail can be added.

- *Table*: The filer will get changes only from the selected table. Please note: every table that can be tracked will be listed, not only the ones that are set to track.
- *Column*: When a table is selected, it is possible to select a column from a dropdown list. Every column from the table is listed. The filter will get changes only from the selected column(s) of the table.
- *User*: The filter will only get changes made by the added user.
- *From*: The filter will get changes made from the selected date.
- *Till*: The filter will only get changes made until the selected date.

Press the ‘Update’ button to see the details of the Audit trail. The *Audit trail details* window will open up. In case the user makes no selection, an overview of the complete audit trail will be shown.

EXAMPLE: **Route template lines**
On the Audit trail search window we select the ‘PMX_RTTL - Route Template Line’ table.

6.5.3.3. Audit trail details

On the Audit trail details window an overview of the changes is shown. *Displayed information*:

- *Table*: The table where the record was created.
- *Column*: The column of the table where the record was created.
- *PK*: The primary key value of the record of logged table column.
- *Type*: The type of the change. Possible values are: A -Add, U -Update, D -Delete.
- *Old value*: The value before the update.
- *New value*: The value after the update.
- *User*: The user who updated the record.
- *DB User*: The database user name.
- *Host*: The database server.
- *Date*: Date of creation of the record.
- *Time*: Time of creation of the record

The list can be filtered further with the standard SBO Filter table function.

EXAMPLE: **Route template lines**

The overview shows that we deleted ‘Customer 3’ customer from the template, added ‘Customer 5’ to the template then changed the route sequence.

6.5.3. Traceability

The ’Traceability report’ function of the Produmex WMS Office module makes it possible to call up traceability information regarding specific items, batches, production lines and periods.

6.5.2.1. Traceability report search

Open the search screen for the Traceability report via: Produmex>Reports>Traceability report. On this form the parameters of the report can be set.

Possible parameters:

- *Item code*: Gets the selected item only.
- *Barcode*: Gets items with the selected barcode only.
- *Batch number*: Gets the selected batch only.
- *Second batch number*: Gets the batch linked to the selected second batch only.
- *Serial number*: Gets the item(s) that has the added serial number.
- *Production line*: Gets products produced on the selected line.
- *From/Till*: Gets documents only from the defined period.
- *Report type*: The type of the traceability report. Possible values:
  - *Backward*: the tree structure will show the raw materials, sub-products and packaging materials that were used to create the end product.
  - *Forward*: The tree structure will only follow the produced/assembled/packaged product forward through the supply chain.

> The difference between the two report types only applies to items that are produced, assembled and packaged by the company.

Click on the ‘Ok’ button to see the traceability report.

6.5.2.2. Overview of traceability information

On the right side of the window the system shows the search result in a tree structure.

The report type is displayed on the root of the tree.

(1) At this level items that meet the search criteria are listed.
(2) Batches registered for the parent item are listed at this level.
(3) If the report type is ‘Backward’, components and materials that were used during the production/assembly/package of the batch/BBD on the parent level are listed.
(4) If the report type if ‘Backward’, the exact batch(es)/BBD that were used during the production/assembly/package of the batch on the parent level are listed.
(5) If the report type is ‘Forward’, products produced/assembled/packaged using the batch/BBD on the parent level are listed.
(6) If the report type if ‘Forward’, the exact batch(es)/BBD that were produced/assembled/packaged using the batch on the parent level are listed.

The following traceability aspects can be monitored through the ’Traceability Reporting’ function:

1. Goods receipt
2. Deliveries
3. Movements
4. Quality status change
5. Issues
6. Receipts
7. Stock
8. Batch attribute

Click the `Copy to clipboard` button to copy the data from the selected line(s).
Click the `Close` button to close the Traceability report.

Note: Movements performed by the *Return Components* option of the SAP B1 Receipt from Production screen are not monitored by the Traceability Reporting function. Make sure that components released for production are returned to inventory by using the Mobile Client (for example with Ad Hoc Moves).

6.5.2.2.1. Goods receipt

On the ‘Goods receipt’ tab the Goods Receipt PO and the Goods Return documents linked to the selected batch are listed. The system also provides a link to the listed documents.

Displayed information:

- *Type*: The document type
- *Doc Num*: The document number.
- *Creation Date & Time*
- *User*: The user who created the record.
- *Business Partner*: The code and description of the business partner.
- *Quantity*: The inventory difference. If the document is a Goods receipt PO, the quantity is positive, if the document is a Goods return, the quantity is negative.
- *Quantity per Uom*: The conversion factor between the UoM and the base UoM.

- *Uom*
- *Quantity per Uom2*: The conversion factor between the second UoM and the base UoM.
- *Uom2*
- *Batchnumber 1 & Batchnumber 2*
- *Best Before Date*
- *LUID*
- *SSCC*
- *Storage Location*
- *Quality Status*
- *Reason & Reason free text*: The reason and the extra reason linked to the document.
- *Master LUID*
- *Master SSCC*

If the item is managed by serial numbers, the serial numbers linked to the selected document will be displayed in a separate section on the screen.

6.5.2.2.2. Deliveries

On the 'Deliveries' tab the Delivery and the Return documents linked to the selected batch are listed. The system also provides a link to the listed documents.

Displayed information:

- *Type*: The document type
- *Doc Num*: The document number.
- *Creation Date & Time*: The date of the creation.
- *User*: The user who created the record.
- *Business Partner*: The code and description of the business partner.
- *Quantity*: The inventory difference. If the document is a Return, the quantity is positive, if the document is a Delivery, the quantity is negative.
- *Quantity per Uom*: The conversion factor between the UoM and the base UoM.
- *Uom*
- *Quantity per Uom2*: The conversion factor between the second UoM and the base UoM.
- *Uom2*
- *Batchnumber 1 & Batchnumber 2*
- *Best Before Date*
- *LUID*
- *SSCC*
- *Storage Location*
- *Quality Status*
- *Master LUID*
- *Master SSCC*

If the item is managed by serial numbers, the serial numbers linked to the selected document will be displayed in a separate section on the screen.

6.5.2.2.3. Movements

On the ‘Movements’ tab Move and Inventory transfer documents linked to the selected item or batch are listed. The system also provides links to the listed documents.

Displayed information:

- *Doc Entry*: The document number.
- *Creation Date & Time*
- *User*: The user who created the record.
- *From location & To location**
- *Quantity*: The inventory difference.
- *Quantity per Uom*: The conversion factor between the UoM and the base UoM.
- *Uom*
- *Quantity per Uom2*: The conversion factor between the second UoM and the base UoM.
- *Uom2*
- *Batchnumber 1 & Batchnumber 2*
- *Best Before Date*
- *From LUID*
- *From SSCC*
- *To LUID*
- *To SSCC*
- *Master LUID*
- *Master SSCC*
- *Information 1*: Additional information on the move.

* In the case of warehouse moves, the Inventory Transfer document is listed in two separate lines. On the first line only the source location is filled and the quantity is negative. On the second line only the destination location is filled and the quantity is positive.

If the item is managed by serial numbers, the serial numbers linked to the selected document will be displayed in a separate section on the screen.

6.5.2.2.4. Quality status change

The ‘Quality Status Changes’ tab shows all quality status changes that have taken place on the selected batch. The system also provides a link to the document that booked the quality status change.

Displayed information:

- *Doc Entry*: The document number.
- *Creation Date & Time*
- *User*: The user who created the document.
- *From quality status & To quality status*
- *Quantity*: The inventory difference.
- *Quantity per Uom*: The conversion factor between the UoM and the base UoM.
- *Uom*

- *Quantity per Uom2*: The conversion factor between the second UoM and the base UoM.
- *Uom2*
- *Batchnumber 1 & Batchnumber 2*
- *Best Before Date*
- *LUID*
- *SSCC*
- *Reason & Reason free text*: The reason and the extra reason linked to the document.

6.5.2.2.5. Issues

On the ‘Issues’ tab Issue for Production and Goods issue documents linked to the selected batch are listed. The system also provides a link to the listed documents.

Displayed information:

- *Type*: The document type.
- *Doc Num*: The document number.
- *Creation Date & Time*
- *User*: The user who created the document.
- *Quantity*: The inventory difference.
- *Quantity per Uom*: The conversion factor between the UoM and the base UoM.
- *Uom*
- *Quantity per Uom2*: The conversion factor between the second UoM and the base UoM.
- *Uom2*
- *Batchnumber 1 & Batchnumber 2*
- *Best Before Date*
- *LUID*
- *SSCC*
- *Storage Location (The source location)*
- *Quality Status*
- *Reason*: The reason linked to the record.
- *Reason & Reason free text*: The reason and the extra reason linked to the document.

If the item is managed by serial numbers, the serial numbers linked to the selected document will be displayed in a separate section on the screen.

6.5.2.2.6. Receipts

On the ‘Receipts’ tab Receipts from production and Goods receipt documents linked to the selected batch are listed. The system also provides link to the listed documents.

Displayed information:

- *Type*: The document type.
- *Doc Num*: The document number.

- *Creation Date & Time*
- *User*: The user who created the document.
- *Quantity*: The inventory difference.
- *Quantity per Uom*: The conversion factor between the UoM and the base UoM.
- *Uom*
- *Quantity per Uom2*: The conversion factor between the second UoM and the base UoM.
- *Uom2*
- *Batchnumber 1 & Batchnumber 2*
- *Best Before Date*
- *LUID*
- *SSCC*
- *Reason & Reason free text*: The reason and the extra reason linked to the document.
- *Storage Location (The destination location)*
- *Quality Status*
- *Master LUID*
- *Master SSCC*

If the item is managed by serial numbers, the serial numbers linked to the selected document will be displayed in a separate section on the screen.

6.5.2.2.7. Stock

The 'Stock' tab provides information on the current stock level of the item or batch in question.

Displayed information:

- *Item Code*
- *Barcode*
- *Description*
- *Batchnumber1 & Batchnumber2*
- *Best Before Date*
- *LUID*
- *SSCC*
- *Warehouse*: The code of the warehouse where the stock is located.
- *Storage location*
- *Quality status*
- *Quantity*: The quantity measured in the inventory UoM.
- *Uom*
- *Quantity2*: The quantity measured in the second UoM.
- *Uom2*
- *Supplier pallet number*: The specific pallet number belonging the vendor.
- *Gr nr.*: The document number of the Goods Receipt PO that created the inventory record.
- *Gr date*: The Goods Receipt PO document date.
- *Supplier code and name*
- *Master LUID*
- *Master SSCC*

If the item is managed by serial numbers, the serial numbers linked to the selected document will be displayed in a separate section on the screen.

6.5.2.2.8. Batch attributes

The ‘Batch attributes’ tab shows information regarding the batch attributes and the batch attribute value linked to the selected batch.

6.5.4. Print KPI reports

Open the screen via the following path: Produmex > Reports > Print KPI reports.

This screen is used to print KPI reports. Set the criteria for the report on the screen.

Report type:
Select a report type. A following report types can be selected:

- KPI Average time picking report
- KPI lines per picker
- KPI pick item time report
- KPI sum deliveries
- KPI Time management

Report:
Select a report. Every report with the selected report type can be selected.

Printer:
Select a printer.

From – To:
Define the reporting period.

Click on the ‘Preview’ button to see a preview.
Click on the ‘Print’ button to print the report.
Click on the ‘Cancel’ button to close the screen.