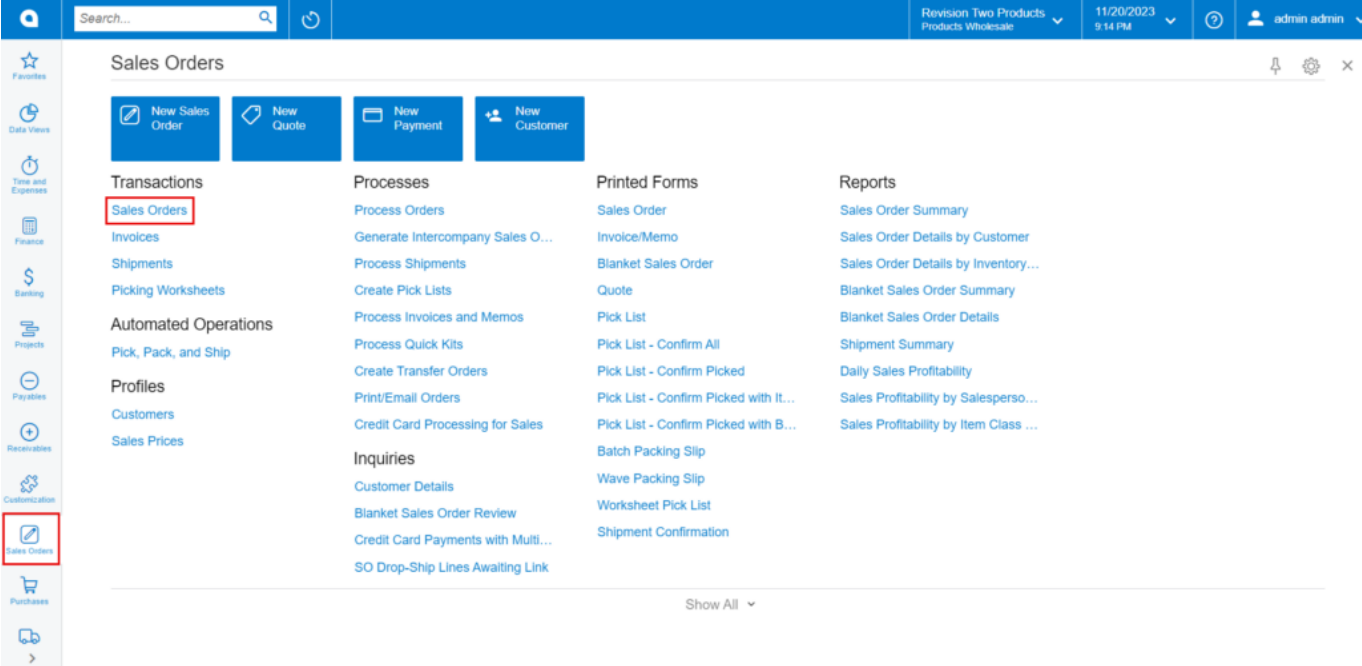


Sales Orders

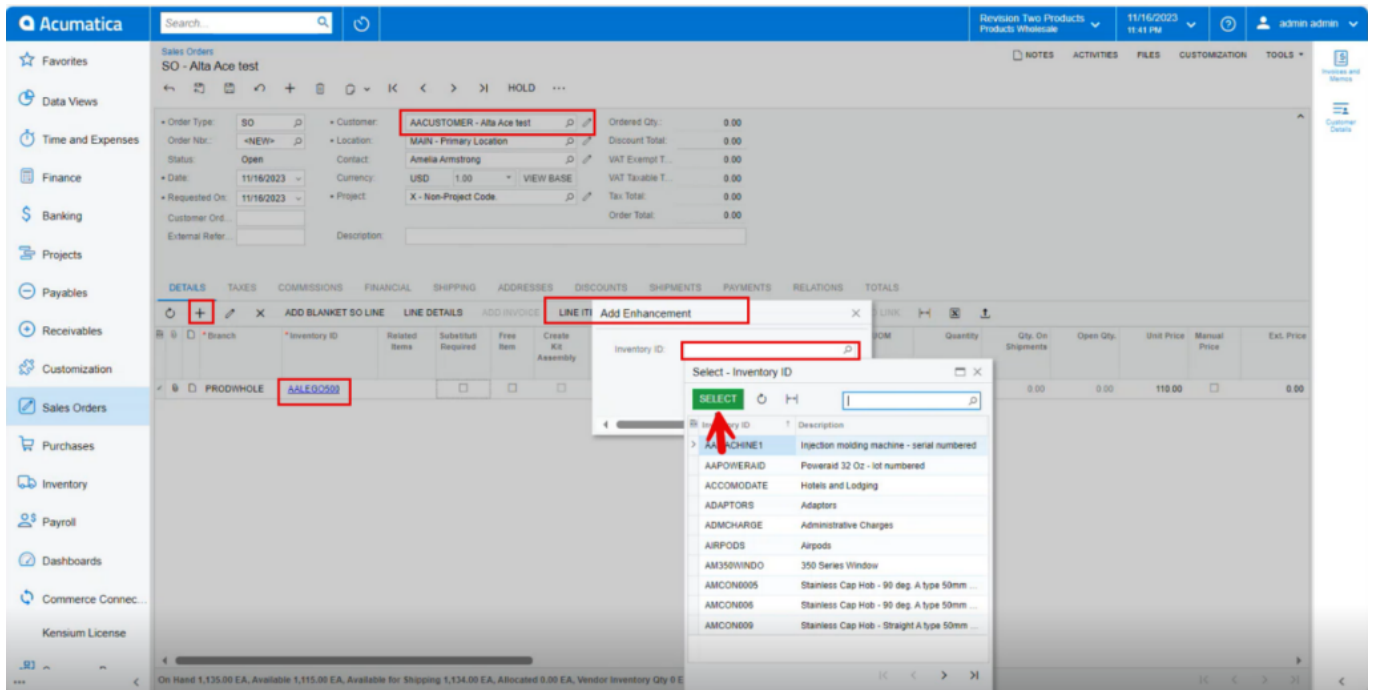


- You must navigate to the left panel of Acumatica and click on **[Sales Orders]** and then click on **[Sales Orders]** under **[Transactions]**.



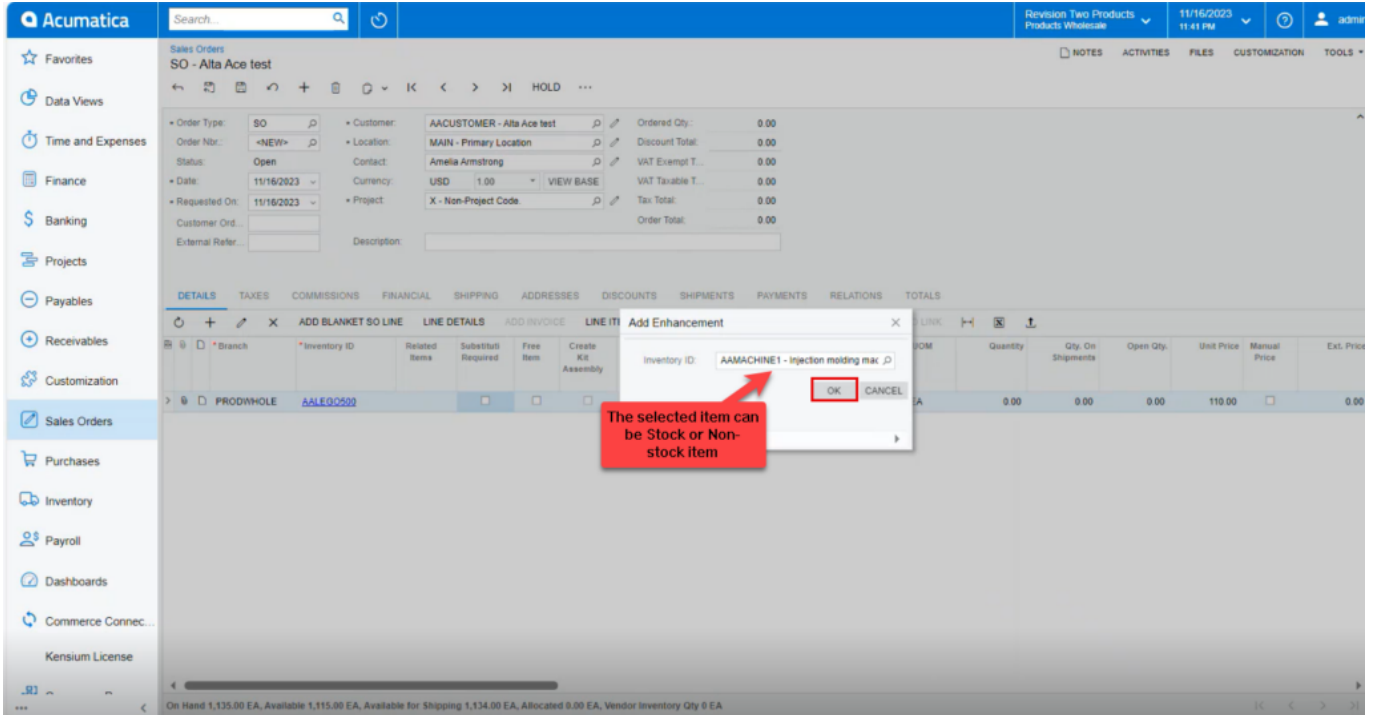
Sales Orders

- Click on the **[+]** icon, then you will be redirected to the Sales Orders screen.
- You need to search for **[Customer]**.
- Click on **[+]** icon under **[Details]** and search for the created **[Inventory ID]**.



Sales Orders (1)

- Click on **[Line-Item Enhancement]**.
- A pop-up will appear with **[Add Enhancement]** then search for **[Inventory ID]** from the stock items and click on **[Select]**.



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Search

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admin

NOTES ACTIVITIES FILES CUSTOMIZATION TOOLS

Sales Orders
SO - Alta Ace test

Order Type: SO
Order Nbr.: NEW
Status: Open
Date: 11/16/2023
Requested On: 11/16/2023
Customer Ord.:
External Refer.:
Description:

Customer: AACUSTOMER - Alta Ace test
Location: MAIN - Primary Location
Contact: Amelia Armstrong
Currency: USD 1.00
Project: X - Non-Project Code

Ordered Qty: 0.00
Discount Total: 0.00
VAT Exempt T.: 0.00
VAT Taxable T.: 0.00
Tax Total: 0.00
Order Total: 0.00

DETAILS TAXES COMMISSIONS FINANCIAL SHIPPING ADDRESSES DISCOUNTS SHIPMENTS PAYMENTS RELATIONS TOTALS

ADD BLANKET SO LINE LINE DETAILS ADD INVOICE LINE ITEM Add Enhancement

Inventory ID: AAMACHINE1 - Injection molding mac

OK CANCEL

The selected item can be Stock or Non-stock item

On Hand 1,135.00 EA, Available 1,115.00 EA, Available for Shipping 1,134.00 EA, Allocated 0.00 EA, Vendor Inventory Qty 0 EA

Add Enhancement

- Click on **[Ok]**.



Acumatica

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Sales Orders

SO - Alta Ace test

NOTES ACTIVITIES FILES CUSTOMIZATION TOOLS

Order Type: SO Customer: AACUSTOMER - Alta Ace test Order Qty: 0.00

Order No.: ~NEW~ Location: MAIN - Primary Location Discount Total: 0.00

Status: Open Contact: Amelia Armstrong VAT Exempt T.: 0.00

Date: 11/16/2023 Currency: USD 1.00 VIEW BASE VAT Taxable T.: 0.00

Requested On: 11/16/2023 Project: X - Non-Project Code Tax Total: 0.00

Customer Ord. Order Total: 0.00

External Refer. Description:

DETAILS TAXES COMMISSIONS FINANCIAL SHIPPING ADDRESSES DISCOUNTS SHIPMENTS PAYMENTS RELATIONS TOTALS

ADD BLANKET SO LINE LINE DETAILS ADD INVOICE LINE ITEM ENHANCEMENT ADD ITEMS ADD MATRIX ITEMS PO LINK

Branch	Inventory ID	Related Item	Substituted Required	Free Item	Create Kit Assembly	Warehouse	Line Description	UOM	Quantity	Qty. On Hand	Open Qty.	Unit Price	Manual Price	Ext. Price
PROD/WHOLE	AMLEGO050					RETAIL	Lego 500 piece set	EA	0.00	0.00	0.00	110.00		0.00
PROD/WHOLE	AMMACHINE1					WHOLESALE	Injection molding machine - serial numbered	EA	0.00	0.00	0.00	30,000.00		0.00

Add Enhancement(1)

- The new line item will be added below the parent item with **[Associated SKU ID]**.

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Revision Two Products
Products: Wholesale

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NOTES ACTIVITIES FILES CUSTOMIZATION TOOLS

SO - Alta Ace test

Order Type: SO Order Nbr: <NEW> Status: Open Date: 11/16/2023 Requested On: 11/16/2023 Customer Ord. External Refr: Description:

Customer: AACUSTOMER - Alta Ace test Location: MAIN - Primary Location Contact: Amelia Armstrong Currency: USD 1.00 Project: X - Non-Project Code

Ordered Qty: 0.00 Discount Total: 0.00 VAT Exempt T.: 0.00 VAT Taxable T.: 0.00 Tax Total: 0.00 Order Total: 0.00

DETAILS TAXES COMMISSIONS FINANCIAL SHIPPING ADDRESSES DISCOUNTS SHIPMENTS PAYMENTS RELATIONS TOTALS

ADD BLANKET SO LINE LINE DETAILS ADD INVOICE LINE ITEM ENHANCEMENT ADD ITEMS ADD MATRIX ITEMS PO LINK

PO	Drop-Ship PO Line Nbr.	PO Linked	Reason Code	Salesperson ID	Tax Category	Entity Usage Type	Commiss	Blanket SO Ref.	Alternate ID	Project Task	Associated SKU	Child Component of Kit Item	Account	Subaccount
		<input type="checkbox"/>		SP0001	TAXABLE	Default	<input checked="" type="checkbox"/>						40000	CON-000
		<input type="checkbox"/>		SP0001	EXEMPT	Default	<input checked="" type="checkbox"/>				AAL000500		40000	IND-000

On Hand 9.00 EA, Available -4.00 EA, Available for Shipping 6.00 EA, Allocated 0.00 EA, Vendor Inventory Qty 9 EA

Associated SKU ID