

NETSUITE WAREHOUSE MANAGEMENT SYSTEM (WMS)

WALK THRU 2

NAVIGATION

- Login
- Search Box
- Favorites

SETUP

- Bundles
 - Roles
 - Employees
 - Chart of Accounts
 - Donors-Customers
 - Vendors
 - Company
 - Locations
 - Items
- Pick Strategy
 - Putaway Strategy
 - Standard Cost Version
 - Zones
 - Warehouse
 - Bins
 - Assembly Bill of Materials

IMPORTS

- Chart of Accounts (external ID)
- Bins
- Inventory Items
- Preferred Bins
- Standard Cost
- Inventory Revaluation
- Inventory Adjustment

TRANSACTIONS

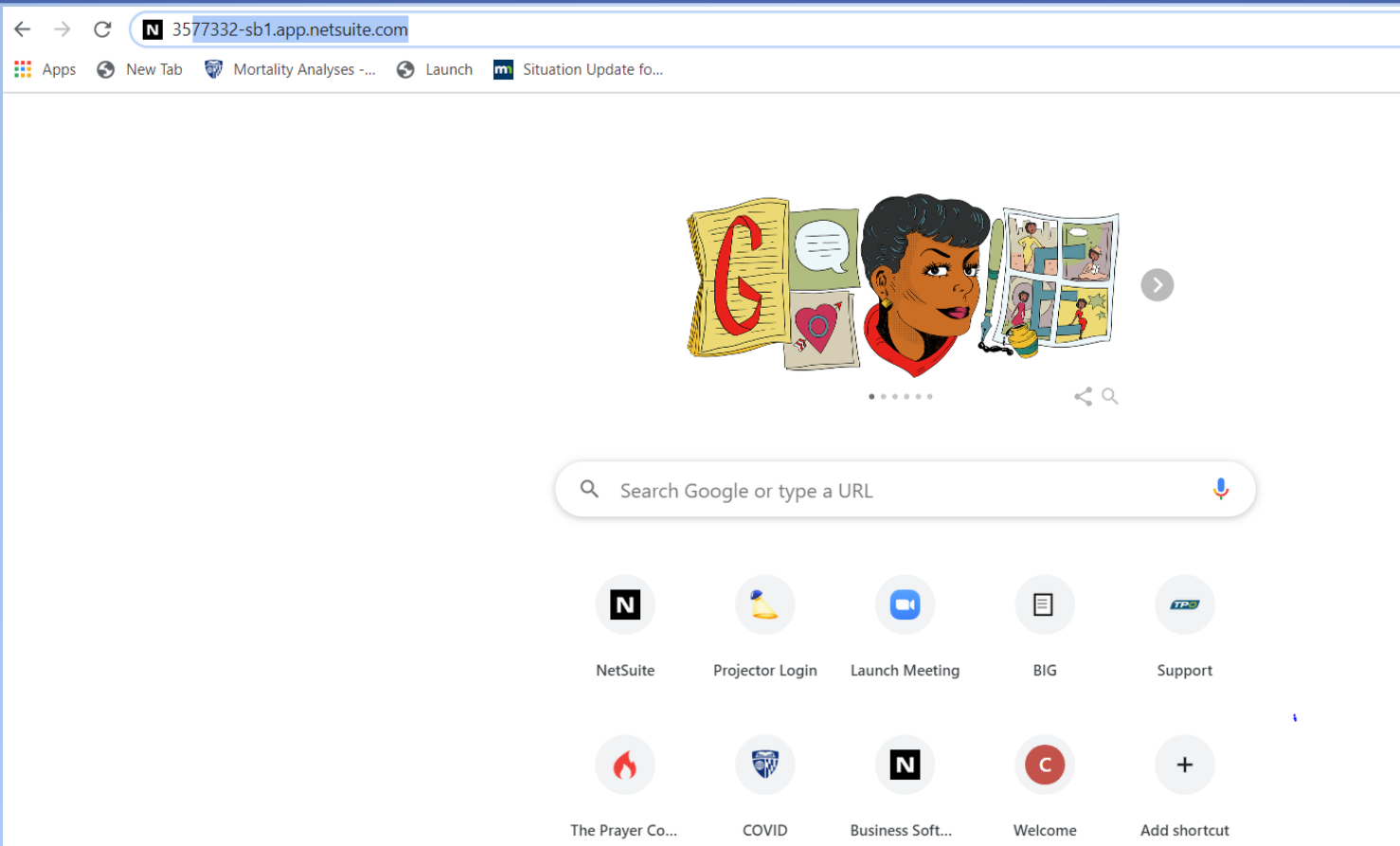
- Purchase Order
 - Receiving Exception Processing (Donor Items)
- Sales Order
- Work Order Exception Processing (Substitute Items)
 - Pick, Pack, Ship
- Transfer Order
- Order Items
- Cycle Count
- Bin Transfer
- Bin replenishment

NAVIGATION

- Login
- Search Box
- Favorites

LOGIN

3577332-SBI.APP.NETSUITE.COM



LOGIN

USERNAME/PASSWORD

3577332-sb1.app.netsuite.com/pages/customerlogin.jsp?c=3577332_SB1&whence=

ORACLE NETSUITE

☐ Remember Me
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[Forgot your password?](#)
[Go to the visitor home page](#)



INTRODUCING NETSUITE

Release 2020.2

[Learn more](#)

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Education Services

NetSuite Education helps increase user productivity and optimize your NetSuite solution. Click here to learn how we can enable your success!

[Learn more about NetSuite Training](#)

Featured Apps



YayPay

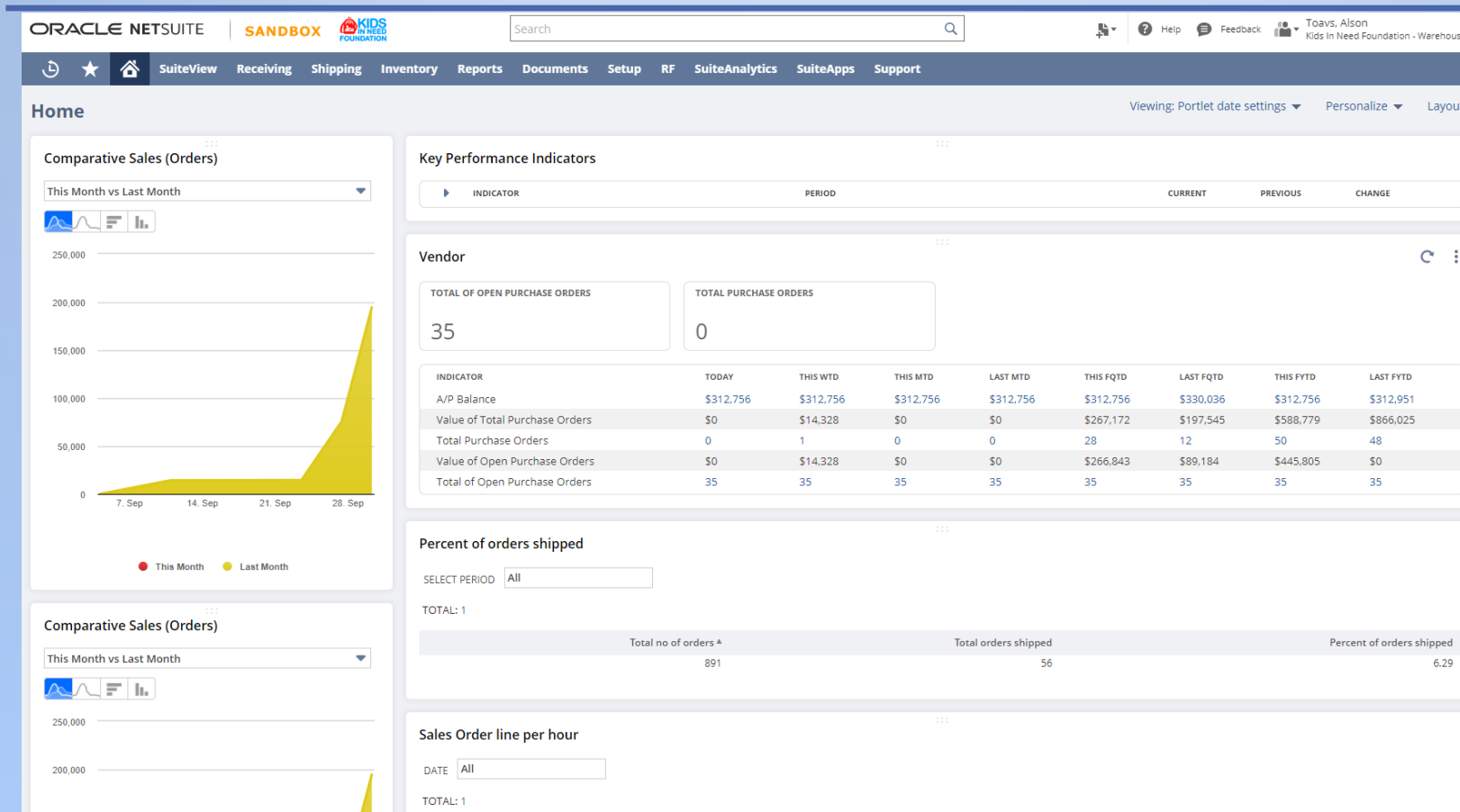
YayPay: Smart A/R for Smart Teams
A cloud-based predictive automation solution that makes accounts receivables process faster, easier, and more efficient.

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**KIDS IN NEED
FOUNDATION**
School Supplies. Changing Lives.™

LOGIN HOME PAGE (BASED ON ASSIGNED ROLE)



HOME PAGE RECEIVING

Setup Manager - NetSuite (Kids) x Inventory Item - NetSuite (Kids) x Home - NetSuite (Kids In Need F x

3577332-sb1.app.netsuite.com/app/center/card.nl?sc=-29&whence=

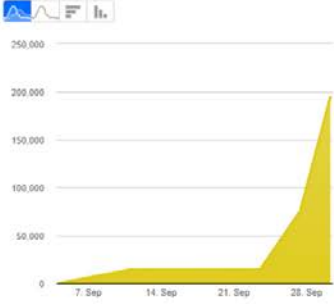
ORACLE NETSUITE **SANDBOX**  Search

SuiteView Receiving Shipping Inventory Reports Documents Setup RF SuiteAnalytics SuiteApps Support

Home

Receiving Overview
Receiving >
Post Item Receipt >

Comparative Sales (Orders)
This Month vs Last Month

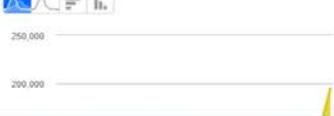


250,000
200,000
150,000
100,000
50,000
0

7 Sep 14 Sep 21 Sep 28 Sep

● This Month ● Last Month

Comparative Sales (Orders)
This Month vs Last Month



250,000
200,000

7 Sep 14 Sep 21 Sep 28 Sep

● This Month ● Last Month

Key Performance Indicators

INDICATOR PERIOD CURRENT PREVIOUS CHANGE

Vendor

TOTAL OF OPEN PURCHASE ORDERS
35

TOTAL PURCHASE ORDERS
0

INDICATOR	TODAY	THIS WTD	THIS MTD	LAST MTD	THIS FQTD	LAST FQTD	THIS FYTD	LAST FYTD
A/P Balance	\$312,756	\$312,756	\$312,756	\$312,756	\$312,756	\$330,036	\$312,756	\$312,951
Value of Total Purchase Orders	\$0	\$14,328	\$0	\$0	\$267,172	\$197,545	\$588,779	\$866,025
Total Purchase Orders	0	1	0	0	28	12	50	48
Value of Open Purchase Orders	\$0	\$14,328	\$0	\$0	\$266,843	\$89,184	\$445,805	\$0
Total of Open Purchase Orders	35	35	35	35	35	35	35	35

Percent of orders shipped

SELECT PERIOD All

TOTAL: 1

Total no of orders *	Total orders shipped	Percent of orders shipped
891	56	6.29

Sales Order line per hour

DATE All

TOTAL: 1

Viewing: Portlet date settings Personalize Layout

11:46 AM
Tuesday
9/1/2020



HOME PAGE

SHIPPING

Setup Manager - NetSuite (Kids) x Inventory Item - NetSuite (Kids) x Home - NetSuite (Kids In Need F x

3577332-sb1.app.netsuite.com/app/center/card.nl?sc=-29&whence=

ORACLE NETSUITE | SANDBOX KIDS IN NEED FOUNDATION

Search

Help Feedback Toavs, Alson Kids In Need Foundation - Warehouse

SuiteView Receiving Shipping Inventory Reports Documents Setup RF SuiteAnalytics SuiteApps Support

Home

Shipping Overview

Shipping

Mark as Packed

Mark as Shipped

Picking

Packing

Quick Ship

Comparative Sales (Orders)

This Month vs Last Month

250,000

200,000

150,000

100,000

50,000

0

7 Sep 14 Sep 21 Sep 28 Sep

This Month Last Month

Performance Indicators

INDICATOR PERIOD CURRENT PREVIOUS CHANGE

Indicator

TOTAL OF OPEN PURCHASE ORDERS 35

TOTAL PURCHASE ORDERS 0

INDICATOR	TODAY	THIS WTD	THIS MTD	LAST MTD	THIS FQTD	LAST FQTD	THIS FYTD	LAST FYTD
A/P Balance	\$312,756	\$312,756	\$312,756	\$312,756	\$312,756	\$330,036	\$312,756	\$312,951
Value of Total Purchase Orders	\$0	\$14,328	\$0	\$0	\$267,172	\$197,545	\$588,779	\$866,025
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Percent of orders shipped

SELECT PERIOD All

TOTAL: 1

Total no of orders *	Total orders shipped	Percent of orders shipped
891	56	6.29

Sales Order line per hour

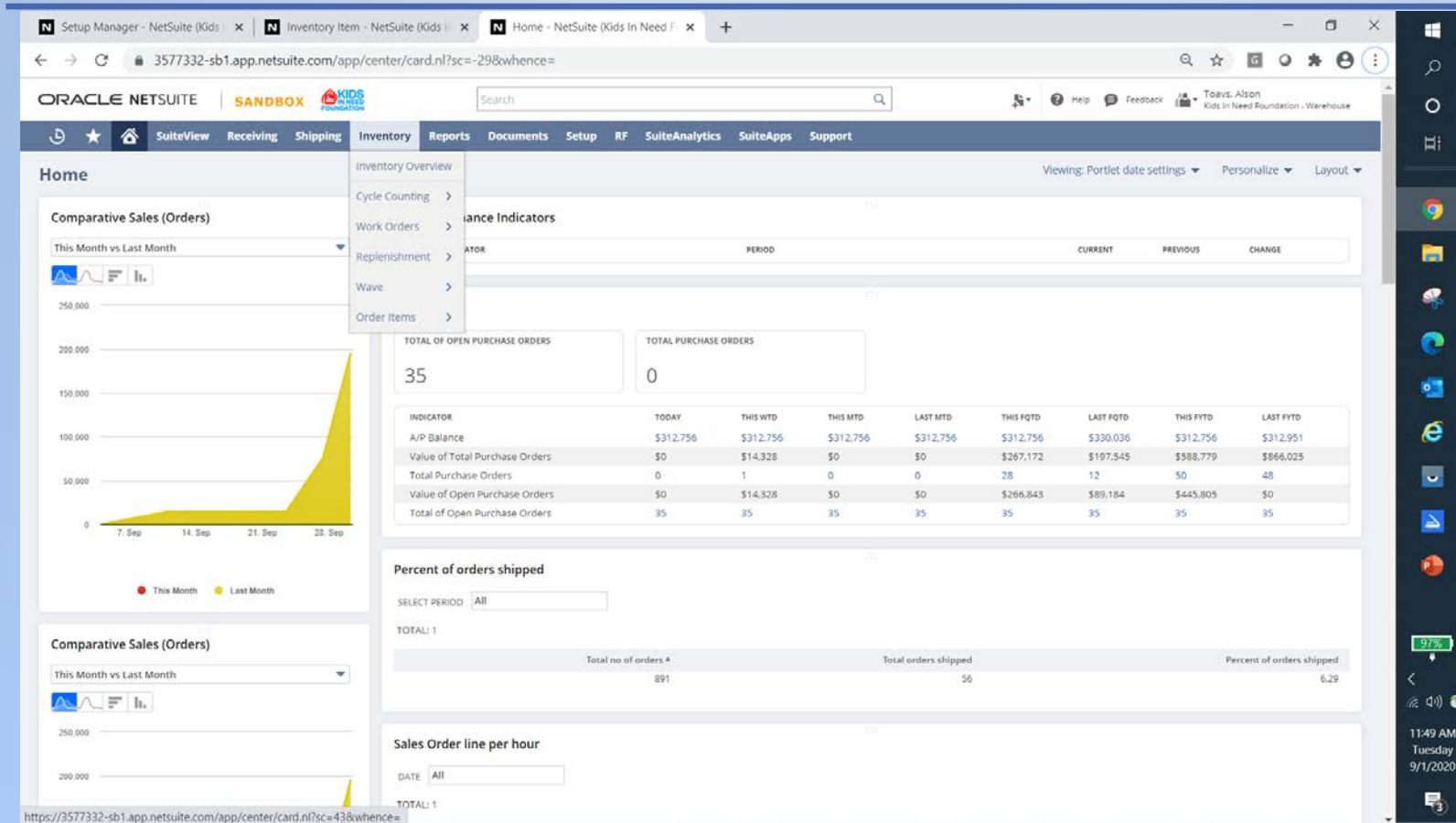
DATE All

TOTAL: 1

https://3577332-sb1.app.netsuite.com/app/center/card.nl?sc=38&whence=



HOME PAGE INVENTORY



HOME PAGE REPORTS

Oracle NetSuite Home Page Reports Overview

Setup Manager - NetSuite (Kids) x Inventory Item - NetSuite (Kids) x Home - NetSuite (Kids In Need F x

3577332-sb1.app.netsuite.com/app/center/card.nl?sc=-29&whence=

ORACLE NETSUITE | SANDBOX KIDS IN NEED FOUNDATION

Search

SuiteView Receiving Shipping Inventory Reports Documents Setup RF SuiteAnalytics SuiteApps Support

Home

Comparative Sales (Orders)

This Month vs Last Month

250,000
200,000
150,000
100,000
50,000
0

7 Sep 14 Sep 21 Sep 28 Sep

This Month Last Month

Vendor

Reports Overview
Inventory/Items
Order Management
Configuration
Scheduler Status Report

Viewing: Portlet date settings Personalize Layout

PERIOD CURRENT PREVIOUS CHANGE

TOTAL OF OPEN PURCHASE ORDERS
35

TOTAL PURCHASE ORDERS
0

INDICATOR	TODAY	THIS WTD	THIS MTD	LAST MTD	THIS FQTD	LAST FQTD	THIS FYTD	LAST FYTD
A/P Balance	\$312,756	\$312,756	\$312,756	\$312,756	\$312,756	\$330,036	\$312,756	\$312,951
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Total Purchase Orders	0	1	0	0	28	12	50	48
Value of Open Purchase Orders	\$0	\$14,328	\$0	\$0	\$266,843	\$89,184	\$445,805	\$0
Total of Open Purchase Orders	35	35	35	35	35	35	35	35

Percent of orders shipped

SELECT PERIOD All

TOTAL: 1

Total no of orders *	Total orders shipped	Percent of orders shipped
891	56	6.29

Sales Order line per hour

DATE All

TOTAL: 1

11:50 AM Tuesday 9/1/2020



HOME PAGE FAVORITES

Oracle NetSuite Home page for Kids in Need Foundation. The page displays various metrics and navigation options.

Navigation Links: SuiteView, Receiving, Shipping, Inventory, Reports, Documents, Setup, RF, SuiteAnalytics, SuiteApps, Support.

Key Performance Indicators:

INDICATOR	PERIOD	CURRENT	PREVIOUS	CHANGE				
Vendor								
TOTAL OF OPEN PURCHASE ORDERS		35						
TOTAL PURCHASE ORDERS		0						
INDICATOR	TODAY	THIS WTD	THIS MTD	LAST MTD	THIS FQTD	LAST FQTD	THIS FYTD	LAST FYTD
A/P Balance	\$312,756	\$312,756	\$312,756	\$312,756	\$312,756	\$330,036	\$312,756	\$312,951
Value of Total Purchase Orders	\$0	\$14,328	\$0	\$0	\$267,172	\$197,548	\$588,779	\$866,025
Total Purchase Orders	0	1	0	0	28	12	50	48
Value of Open Purchase Orders	\$0	\$14,328	\$0	\$0	\$266,843	\$89,184	\$445,805	\$0
Total of Open Purchase Orders	35	35	35	35	35	35	35	35

Percent of orders shipped

SELECT PERIOD: All

TOTAL: 1

Total no of orders *	Total orders shipped	Percent of orders shipped
891	56	6.29

Sales Order line per hour

DATE: All

TOTAL: 1

KIDS IN NEED FOUNDATION
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HOME PAGE

SEARCH BOX WORK ORDER

ORACLE NETSUITE

SANDBOX



Work Order

?

Help

Feedback

Toavs, Alson

Kids In Need Foundation - Warehouse

SuiteViewReceivingShippingInventoryReportsDocumentsSetupRF SuiteAnalyticsSuiteAppsSupport

Global Search: Results

FILTERS

EDIT | VIEW

TYPE

NAME/ID

ADDITIONAL INFO 1

ADDITIONAL INFO 2

CUSTOM FIELDS

Edit View	Module	2.7.4 Work Order Creation			
Edit View	Module	2.7.5 Work Order Release and Management			
Edit View	Module	2.7.7 Work Order Traveler Generation			
Edit View	Module	2.7.8 Work Order Material Issuance			
Edit View	Module	2.7.9 Work Order Completion			
Edit View	Page	Enter Work Orders			
Edit View	Page	Mass Create Work Orders			
Edit View	Page	New WMS work Order Bin List Restlet			
Edit View	Page	New WMS work Order Bin validate Restlet			
Edit View	Page	New WMS Workorder Assembly Build Order List			
Edit View	Page	New WMS Workorder Picking Order List			
Edit View	Page	New WMS Workorder Picking Order Validate			
Edit View	Page	WMS work Order Bin List Restlet			
Edit View	Page	WMS work Order Bin validate Restlet			
Edit View	Page	WMS Workorder Assembly Build Order List			
Edit View	Page	WMS Workorder Picking Order List			
Edit View	Page	WMS Workorder Picking Order Validate			
Edit View	Page	Work Orders			
Edit View	Pick Strategy	KINF Pick Work Order	KINF Pick Work Order		
Edit View	Search	WMS Open Task Work Order Go To Stage Check	Custom	Pellakuru, Geetha	
Edit View	Search	WMS OpenTask Component StageDetails for Work order	Custom	Pellakuru, Geetha	
Edit View	Search	WMS Work order Assembly Build OT Search	Custom	Pellakuru, Geetha	
Edit View	Search	WMS Work Order Picking Order List	Transaction	Pellakuru, Geetha	
Edit View	Search	WMS Work Order Picking Order Validate	Transaction	Pellakuru, Geetha	

TOTAL: 41



SETUP

- Bundles
 - Enable Features
 - Roles
 - Employees
 - Chart of Accounts
 - Donors-Customers
 - Vendors
 - Company
 - Locations
 - Items
- Pick Strategy
 - Putaway Strategy
 - Standard Cost Version
 - Zones
 - Warehouse
 - Bins

SETUP – MANAGER

Search

Help Feedback Toavs, Alson Kids In Need Foundation - Administrator

Activities Transactions Lists Reports Analytics Documents Setup Customization Administration & Controls Implementation NFP Solution Center SuiteApps Support

Setup Manager

More

SEARCH

SETUP TASKS

- Company
- Accounting
- Tax Audit Files
- Sales
- Marketing
- Support
- Site Builder
- SuiteCommerce Advanced
- Import/Export
- Users/Roles
- Customization
- Integration
- Custom
- Navigation Portlet
- Dashboard Tiles

Welcome to the Setup Manager

The Setup Manager provides a central location where you can easily access the pages you need to set up your NetSuite account.

Use the links in the left pane to set preferences and edit information for the features important to your business. Click each block below to view help for a specific aspect of your account.

[Company Setup Overview](#)
Learn how to get started with NetSuite, set up company information and preferences, and more.

[CRM Setup Overview](#)
Learn how to set up Marketing, Sales Force Automation, Support Management, and more.

[ERP Setup Overview](#)
Learn how to set up Accounting, Items, Inventory, Order Management, and more.

[Web Site Setup Overview](#)
Learn how to set up your Web site or Web store, and more.





SETUP – BUNDLES – SEARCH AND INSTALL

1 to 25 of 34737									
NAME	BUNDLE ID	VERSION	MANAGED	COMPANY NAME	PUBLISHER ID	CREATED ON	AVAILABILITY	SUITEAPP.COM	NO. INSTALLS
Last Sales Activity	53195	1.11.4.b	Yes	NetSuite Platform Solutions Group - Last Sales Activity		23-APR-14	Public		98,740
Enhanced Sales Center	58416	2.00.0		NetSuite Platform Solutions Group - Enhanced Sales Center migrate		11-AUG-14	Public		28,919
Application Performance Management	67350	1.11.0	Yes	NetSuite Platform Solutions Group - Application Performance Management		20-JAN-15	Public		16,360
Dashboard Tiles	185219	1.06.1	Yes	NetSuite Platform Solutions Group - Dashboard Tiles	com.netsuite	14-JUN-17	Public		13,169
Navigation Portlet	186103	1.04.1	Yes	NetSuite Platform Solutions Group - Navigation Portlet	com.netsuite	20-JUN-17	Public		12,975
Subsidiary Navigator	44281	2.00.0	Yes	NetSuite Platform Solutions Group - Subsidiary Navigator		13-OCT-13	Public		12,787
NetSuite One Implementation Bundle	39609	v3.0.1		PMO US OneWorld (Implementation Dashboard)		11-JUN-14	Public		11,657
International Tax Reports	43003	3.116.0	Yes	NetSuite Platform Solutions Group - International Tax Reports		08-SEP-13	Public		10,029
Tax Audit Files	47492	1.78.0.a	Yes	NetSuite Platform Solutions Group - Tax Audit Files		19-DEC-13	Public		8,934
NetSuite Approvals Workflow	240841	2.00.0.a	Yes	NetSuite ERP Platform - NetSuite Approvals Workflow (5112204)		17-JUN-18	Public		8,891
File Drag and Drop	41309	2.01.0	Yes	NetSuite Platform Solutions Group - SuiteLabs File Drag and Drop		05-AUG-13	Public		7,673
Supplementary Tax Calculation	123426	1.12.0	Yes	NetSuite Platform Solutions Group - Supplementary Tax Calculation		23-MAY-16	Public		7,657
NetSuite SuiteApps License Client	116144	1.04.0	Yes	NetSuite Platform Solutions Group - NetSuite SuiteApps License Client		28-MAR-16	Public		6,456
Supply Chain Management	47193	5.00.10	Yes	NetSuite ERP Platform - Supply Chain Management (3834147)		09-DEC-13	Shared		4,598
Campaign Assistant	58023	1.01.0	Yes	NetSuite Platform Solutions Group - Campaign Assistant		25-JUL-14	Public		4,584
Pivot Reports BETA	17447	1.02	Yes	NetSuite Platform Solutions Group - Pivot Reports BETA		11-OCT-11	Public		4,378
Employee Directory	112469	1.07.1.a	Yes	NetSuite Platform Solutions Group - Employee Directory SDF	com.netsuite	01-MAR-16	Public		4,026
Celigo Integrator.io	20038	1.13.0.0	Yes	Celigo Deployment		07-FEB-12	Public	SuiteApp.com	3,205
Payment Gateway	47196	4.02.3.a	Yes	NetSuite Platform Solutions Group - Payment Gateway Plugins		09-DEC-13	Public		3,072
1099 Vendor Payment Report - Yearli	199464	1.00.1	Yes	NetSuite Platform Solutions Group - 1099 Vendor Payment Report - Yearli/Greatland	com.netsuite	05-SEP-17	Public		2,717
StickyNotes	49018	2.00.1	Yes	NetSuite Platform Solutions Group - StickyNotes		15-JAN-14	Public		2,636
SuiteCommerce Configuration	311614	2020.1.0	Yes			18-DEC-19	Public		2,391
Withholding Tax	47459	1.44.3	Yes	NetSuite Platform Solutions Group - Withholding Tax		18-DEC-13	Public		2,210
Reference Product Lists Records	53051	1.03.0	Yes	NetSuite Platform Solutions Group - Reference Product Lists Records		15-APR-14	Public		1,871
Administrator Role - Customizable	1251			Classic RR + ARM +MB [TSTDTRV328910]		15-FEB-08	Public		1,692





SETUP – ENABLE FEATURES

Enable Features

[Save](#)[Cancel](#)[Reset](#)

More

Subsidiary Feature: After enabling this feature, you must enable and set preferences for individual subsidiaries using the [Subsidiary Settings Manager](#).

Company

Accounting

Tax

Transactions

Items & Inventory

Employees

CRM

Analytics

Web Presence

SuiteCloud

Classifications

DEPARTMENTS

☒

TRACK ACTIVITY BY DEPARTMENT, DIVISION OR OTHER CATEGORY. DEPARTMENTS CAN BE RENAMED TO SUIT YOUR NEEDS.

LOCATIONS

☒

TRACK ACTIVITY BY LOCATION. LOCATIONS CAN BE RENAMED TO SUIT YOUR NEEDS.

CLASSES

☒

TRACK ACTIVITY BY CATEGORIES. CLASSES CAN BE RENAMED TO SUIT YOUR NEEDS.

Projects

PROJECTS

☒

TRACK PROJECTS INDEPENDENTLY FROM CUSTOMERS INCLUDING ACTIVITIES, TIME TRACKING, AND BILLING.

PROJECT MANAGEMENT

☒

TRACK PROJECTS DURING YOUR SALES PROCESS, DEFINE AND MANAGE PROJECT PLANS, ASSIGN RESOURCES, AND INTEGRATE PROJECT ACTIVITY INTO YOUR ORDER-TO-CASH PROCESS.

PLANNED WORK

☐

CREATE FIXED PROJECT PLANS TO TRACK PLANNED VERSUS ACTUAL WORK.

ADVANCED PROJECT PROFITABILITY

☐

PROJECT PROFITABILITY REPORT BASED ON ACCOUNTS AND ITEMS WITH ADVANCED CUSTOMIZATION CAPABILITIES.

ACTIVITY CODES

☐

ACTIVITY CODES ENABLE YOU TO CATEGORIZE ACTIVITIES INTO LOGICAL GROUPS. YOU CAN CREATE GLOBAL ACTIVITY CODES TO ORGANIZE PROJECT ACTIVITIES ACROSS ALL PROJECTS WITHIN AN ORGANIZATION.

Related SuiteApps

[Project Task Manager](#)





CUSTOMIZATION

- Add Class as required to Purchase Order
- Add Location to Purchase Order
- Enable Standard Cost

SETUP OR MODIFY – ROLES

MISSION IMPACT – DEVELOPMENT

A/p — Publisher < > TOTAL: 92				
EDIT	NAME ▲	CUSTOM/STANDARD	CENTER TYPE	FROM BUNDLE
Edit	KINF - A/R Clerk	Custom	Accounting Center	
Edit	KINF - CEO	Custom	Executive Center	
Edit	KINF - Controller	Custom	Accounting Center	
Edit	KINF - Integ	Custom	System Administrator Center	
Edit	KINF A/P Clerk	Custom	Accounting Center	
Edit	KINF A/R Clerk	Custom	Accounting Center	
Edit	KINF Buyer	Custom	Accounting Center	
Edit	KINF CEO	Custom	Executive Center	
Edit	KINF CFO	Custom	Accounting Center	
Edit	KINF Controller	Custom	Accounting Center	
Edit	KINF Development Director	Custom	Sales Center	
Edit	KINF Employee Center	Custom	Employee Center	
Edit	KINF Grant Administrator	Custom	Sales Center	
Edit	KINF Program Director	Custom	Sales Center	
Customize	Marketing Administrator	Standard	Marketing Center	
Customize	Marketing Assistant	Standard	Marketing Center	
Customize	Marketing Manager	Standard	Marketing Center	
Customize	Mobile - Administrator	Custom	Mobile Administrator Center	319683
Edit	NetSuite Implementation Team	Custom	NetSuite PS MFG Implementation	39609
Edit	NetSuite Project Administrator	Custom	NetSuite PS MFG Implementation	39609
Customize	NFP - A/P Clerk	Custom	Accounting Center	223212
Customize	NFP - A/R Clerk	Custom	Accounting Center	223212
Customize	NFP - CEO	Custom	Executive Center	223212

SETUP – ROLES - PERMISSIONS

PERMISSION *	LEVEL
Access Payment Audit Log	View
Adjust Inventory	Full
Audit Trail	View
Bin Transfer	Full
Build Assemblies	Full
Count Inventory	Full
Create Inventory Counts	Full
Distribute Inventory	Full
Find Transaction	View
Fulfill Orders	Full
Generate Statements	Full
Invoice	Full
Item Fulfillment	Full
Item Receipt	Full
Purchase Order	Full
Receive Order	Full
Receive Returns	Full
Return Authorization	Full
Sales Order	Full
Sales Order Approval	Full
Track Time	Full
Transfer Inventory	Full
Transfer Order	Full
Transfer Order Approval	Full
Unbuild Assemblies	Full
View Payment Events	View
Wave	Full
Work Order	Full

SETUP – EMPLOYEES – ASSIGNED TO ROLE(S)

Manage Users

FILTERS

ROLE

Alapati, — Toavs, Alson

TOTAL: 68

NAME	EMAIL	ROLE	PHONE
		Administrator	
		Warehouse	
		Mobile - Administrator	
		Warehouse Manager	
		Consultant	
		WMS Mobile Operator	
		NetSuite Implementation Team	
		KINF Employee Center	(937) 296-1230 x203
		KINF Employee Center	(612) 465-0135 x951
		Administrator	
		Warehouse	
		WMS Warehouse Manager	
		WMS Mobile Operator	
		KINF CEO	
		NetSuite Project Administrator	
		Administrator	
		KINF Employee Center	(612) 389-1836
		KINF Employee Center	(937) 296-1230 x206
		Administrator	(937) 296-1230 x206
		SCIS Clerk	
		Administrator	
		SCIS Store Manager	



SETUP – EMPLOYEES – PURCHASING APPROVAL

Expense and Purchasing

EXPENSE LIMIT

EXPENSE APPROVER

EXPENSE APPROVAL LIMIT

PURCHASE LIMIT 5,000.00

PURCHASE APPROVER Toavs, Alson

PURCHASE APPROVAL LIMIT 2,500.00

ACCOUNT

DEFAULT ACCOUNT FOR CORPORATE CARD EXPENSES

Subordinates • Supervisor Change Hist. • Work Status • Emergency Contacts Education Personal •

IMAGE	NAME	JOB TITLE	LOCATION	DEPARTMENT	SUBSIDIARY	CONTACT INFO
	Petrasek, Geoff	Fulfillment and Inventory Coordinator			Kids in Need Foundation	geoffp@kinf.org

SETUP – CHART OF ACCOUNTS – ASSET ACCOUNTS

					TOTAL: 20
EDIT VIEW	NAME A	DISPLAY NAME	ACCOUNT TYPE	DESCRIPTION	BALANCE
Edit View	0980 Inventory Asset	0980 Inventory Asset	Other Current Asset		0.00
Edit View	0980.0010 Inventory Asset : ADHESIVES	0980.0010 Inventory Asset : ADHESIVES	Other Current Asset	Adhesives	2,500.00
Edit View	0980.0020 Inventory Asset : ART SUPPLIES	0980.0020 Inventory Asset : ART SUPPLIES	Other Current Asset	Art Supplies	0.00
Edit View	0980.0030 Inventory Asset : BOOKS	0980.0030 Inventory Asset : BOOKS	Other Current Asset	Books	0.00
Edit View	0980.0040 Inventory Asset : BINDERS	0980.0040 Inventory Asset : BINDERS	Other Current Asset	Binders	0.00
Edit View	0980.0050 Inventory Asset : COMPUTER ACCESSORIES	0980.0050 Inventory Asset : COMPUTER ACCESSORIES	Other Current Asset	Computer Accessories	0.00
Edit View	0980.0060 Inventory Asset : CLEANING SUPPLIES	0980.0060 Inventory Asset : CLEANING SUPPLIES	Other Current Asset	Cleaning Supplies	0.00
Edit View	0980.0070 Inventory Asset : DESK ACCESSORIES	0980.0070 Inventory Asset : DESK ACCESSORIES	Other Current Asset	Desk Accessories	0.00
Edit View	0980.0080 Inventory Asset : FURNITURE	0980.0080 Inventory Asset : FURNITURE	Other Current Asset	Furniture	0.00
Edit View	0980.0090 Inventory Asset : HOUSEWARES	0980.0090 Inventory Asset : HOUSEWARES	Other Current Asset	Housewares	0.00
Edit View	0980.0100 Inventory Asset : INCENTIVES	0980.0100 Inventory Asset : INCENTIVES	Other Current Asset	Incentives	0.00
Edit View	0980.0110 Inventory Asset : LOCKER ACCESSORIES	0980.0110 Inventory Asset : LOCKER ACCESSORIES	Other Current Asset	Locker Accessories	0.00
Edit View	0980.0120 Inventory Asset : MATH TOOLS	0980.0120 Inventory Asset : MATH TOOLS	Other Current Asset	Math Tools	0.00
Edit View	0980.0130 Inventory Asset : NOTEBOOKS	0980.0130 Inventory Asset : NOTEBOOKS	Other Current Asset	Notebooks	8,629.88
Edit View	0980.0140 Inventory Asset : OFFICE SUPPLIES	0980.0140 Inventory Asset : OFFICE SUPPLIES	Other Current Asset	Office Supplies	10,379.80
Edit View	0980.0150 Inventory Asset : PAPER PRODUCTS	0980.0150 Inventory Asset : PAPER PRODUCTS	Other Current Asset	Paper Products	177,694.75
Edit View	0980.0160 Inventory Asset : SCHOOL SUPPLIES	0980.0160 Inventory Asset : SCHOOL SUPPLIES	Other Current Asset	School Supplies	6,444,483.91
Edit View	0980.0170 Inventory Asset : WEARABLES	0980.0170 Inventory Asset : WEARABLES	Other Current Asset	Wearables	566.37
Edit View	0980.0180 Inventory Asset : WRITING INSTRUMENTS	0980.0180 Inventory Asset : WRITING INSTRUMENTS	Other Current Asset	Writing Instruments	77,523.92
Edit View	0980.0190 Inventory Asset : FINISHED GOODS	0980.0190 Inventory Asset : FINISHED GOODS	Other Current Asset	Finished Goods	32,567.00

SETUP – CHART OF ACCOUNTS – EXPENSE ACCOUNTS

						TOTAL: 13
EDIT VIEW	NAME ▲	DISPLAY NAME	ACCOUNT TYPE	DESCRIPTION	BALANCE	
Edit View	5840 In-Kind : Valuation Adjustment	5840 In-Kind : Valuation Adjustment	Expense		0.00	
Edit View	5840.0010 In-Kind : Valuation Adjustment : Gain/Loss	5840.0010 In-Kind : Valuation Adjustment : Gain/Loss	Expense	Gain/Loss	0.00	
Edit View	5840.0020 In-Kind : Valuation Adjustment : Bill Quantity Variance Account	5840.0020 In-Kind : Valuation Adjustment : Bill Quantity Variance Account	Expense	Bill Quantity Variance Account	-95,701.55	
Edit View	5840.0030 In-Kind : Valuation Adjustment : Price Variance Account	5840.0030 In-Kind : Valuation Adjustment : Price Variance Account	Expense	Price Variance Account	-5,555,004.17	
Edit View	5840.0040 In-Kind : Valuation Adjustment : Bill Of Exchange Account	5840.0040 In-Kind : Valuation Adjustment : Bill Of Exchange Account	Expense	Bill Of Exchange Account	0.00	
Edit View	5840.0050 In-Kind : Valuation Adjustment : Unbuild Variance Account	5840.0050 In-Kind : Valuation Adjustment : Unbuild Variance Account	Expense	Unbuild Variance Account	0.00	
Edit View	5840.0060 In-Kind : Valuation Adjustment : Vendor Return Variance Account	5840.0060 In-Kind : Valuation Adjustment : Vendor Return Variance Account	Expense	Vendor Return Variance Account	0.00	
Edit View	5840.0070 In-Kind : Valuation Adjustment : Donor Return Variance	5840.0070 In-Kind : Valuation Adjustment : Donor Return Variance	Expense	Donor Return Variance	0.00	
Edit View	5840.0080 In-Kind : Valuation Adjustment : Inventory Count Account	5840.0080 In-Kind : Valuation Adjustment : Inventory Count Account	Expense	Inventory Count Account	536,244.02	
Edit View	5840.0090 In-Kind : Valuation Adjustment : Production Quantity Variance	5840.0090 In-Kind : Valuation Adjustment : Production Quantity Variance	Expense	Production Quantity Variance	0.00	
Edit View	5840.0100 In-Kind : Valuation Adjustment : Production Price Variance	5840.0100 In-Kind : Valuation Adjustment : Production Price Variance	Expense	Production Price Variance	-12.20	
Edit View	5840.0110 In-Kind : Valuation Adjustment : Purchase Price Variance Account	5840.0110 In-Kind : Valuation Adjustment : Purchase Price Variance Account	Expense	Purchase Price VariANCE	-675,700.80	
Edit View	5840.0120 In-Kind : Valuation Adjustment : Inventory Cost Revaluation Account	5840.0120 In-Kind : Valuation Adjustment : Inventory Cost Revaluation Account	Expense	Inventory Cost Revaluation	-371.04	

SETUP – ACCOUNTING PREFERENCES (DEFAULTS)

GeneralItems/TransactionsOrder ManagementTime & ExpensesApproval Routing

Accounts

PURCHASE DISCOUNT ACCOUNT5740 Purchase Discount Account

* SALES DISCOUNT ACCOUNT6000 Revenue from General Contributions

DEFAULT EXPENSE ACCOUNT5070 Nonpersonnel Expenses : Product Purchase

DEFAULT INCOME ACCOUNT6000 Revenue from General Contributions

DEFAULT RECEIVABLES ACCOUNT1150 Accounts Receivable : Accounts Rec - SRS

DEFAULT COGS ACCOUNT5810 In-Kind : Distribution to Network & Partners

DEFAULT ASSET ACCOUNT0980.0160 Inventory Asset : SCHOOL SUPPLIES

DEFAULT PAYMENT ACCOUNT1020 CASH : Cash/Bank - Merrill Lynch - new

DEFAULT GAIN/LOSS ACCOUNT5840.0010 In-Kind : Valuation Adjustment : Gain/Loss

DEFAULT BILL QUANTITY VARIANCE ACCOUNT5840.0020 In-Kind : Valuation Adjustment : Bill Quantity Variance

DEFAULT BILL PRICE VARIANCE ACCOUNT5840.0030 In-Kind : Valuation Adjustment : Price Variance Accour

DEFAULT BILL EXCHANGE RATE VARIANCE ACCOUNT5840.0040 In-Kind : Valuation Adjustment : Bill Of Exchange Acco

DEFAULT UNBUILD VARIANCE ACCOUNT5840.0050 In-Kind : Valuation Adjustment : Unbuild Variance Acc

DEFAULT VENDOR RETURN VARIANCE ACCOUNT5840.0060 In-Kind : Valuation Adjustment : Vendor Return Variar

DEFAULT DONOR RETURN VARIANCE ACCOUNT5840.0070 In-Kind : Valuation Adjustment : Donor Return Varianc

DEFAULT PRODUCTION QUANTITY VARIANCE ACCOUNT5840.0090 In-Kind : Valuation Adjustment : Production Quantity \

DEFAULT PRODUCTION PRICE VARIANCE ACCOUNT5840.0100 In-Kind : Valuation Adjustment : Production Price Vari

DEFAULT PURCHASE PRICE VARIANCE ACCOUNT5840.0030 In-Kind : Valuation Adjustment : Price Variance Accour

DEFAULT INVENTORY COST REVALUATION ACCOUNT5840.0120 In-Kind : Valuation Adjustment : Inventory Cost Reval

DEFAULT INVENTORY COUNT ACCOUNT5840.0080 In-Kind : Valuation Adjustment : Inventory Count Acco

ANYONE CAN SET ITEM ACCOUNTS☒

DEFAULT DROPSHIP EXPENSE ACCOUNT5070 Nonpersonnel Expenses : Product Purchase

* PLEDGE WRITEOFF ACCOUNT5710 Business Expenses : BAD DEBT EXPENSE

SETUP – DONORS (CUSTOMERS) USED TO CREATE SALES AND WORK ORDERS

3Mgives 001U000000ASJVHIA5

Edit

Back

Accept Payment

Actions

Drop files here. Click for more options.

Primary Information

DONOR ID 3Mgives 001U000000ASJVHIA5

COMPANY NAME 3Mgives

CATEGORY

TYPE Company

Email | Phone | Address

EMAIL

PHONE (651) 733-1421

FAX (617) 737-3061

ADDRESS 3Mgives
3M Center Bldg 225-01-S-23
St. Paul MN 55144-1000
United States Map

Classification

PRIMARY SUBSIDIARY Kids in Need Foundation

PEACHTREE ID 3M FOUNDATION

W-9 SENT ☐

DONOR BOARD MEMBER ☐

LAST SALES ACTIVITY

Relationships

Communication

Address

Support

Financial

Preferences

System Information

Custom

Other Info

Giving Summary

SuiteCommerce Extensions

OTHER RELATIONSHIPS

NEW RELATIONSHIP

Use if Constituent exists in Netsuite.

Contacts • Subdonors Other Relationships Sub_Constituent Sublist Household Members

CONTACT

ROLE

* VIEW

Default

New Contact

Attach

Update Primary

Customize View

EDIT	NAME ▲	COMPANY	JOB TITLE	PHONE	EMAIL	ROLE	REMOVE
Edit	Altena, Brett 0031O00003amne0QAA						Remove
Edit	Bartholomew, Stephanie 0031O00003amnq5QAA						Remove
Edit	Brannan, Alexis 0031O00003VvEoNQAV				ambrannan@mmm.com		Remove
Edit	Romsos, Jason 0031O00003amnqCQAQ						Remove
Edit	Sequist, Anne 003U000000kQNmulAG				asequist@mmm.com		Remove

Edit

Back

Accept Payment

Actions



SETUP – VENDORS

USED TO CREATE PURCHASE ORDERS

Vendors

List Search Audit Trail

VIEW

General

Customize View

New Vendor

Submit

FILTERS

SHOW INACTIVES

EDIT

QUICK SORT

TOTAL: 747

INACTIVE	EDIT VIEW	ID	NAME *	DUPLICATE	CATEGORY	PRIMARY SUBSIDIARY	PRIMARY CONTACT	PHONE	EMAIL	LOGIN ACCESS	UEN	BRN
☐	Edit View	623	3c STUDIOS INC			Kids in Need Foundation		(800) 691-2584		No		
☐	Edit View	743	3M Gives - CyberGrants			Kids in Need Foundation				No		
☐	Edit View	2	4IMPRINT			Kids in Need Foundation				No		
☐	Edit View	6	A D Sutton & Sons Inc			Kids in Need Foundation		(212) 695-7070	ashalom@adsutton.com	No		
☐	Edit View	3	A GIFT FOR TEACHING			Kids in Need Foundation				No		
☐	Edit View	173	Abarca, Juana			Kids in Need Foundation				No		
☐	Edit View	734	Abby Fraser		1099 contractor	Kids in Need Foundation				No		
☐	Edit View	4	Abolt, Lisa			Kids in Need Foundation				No		
☐	Edit View	726	AC Moore			Kids in Need Foundation				No		
☐	Edit View	5	ACCO Brands			Kids in Need Foundation				No		
☐	Edit View	616	Accountemps			Kids in Need Foundation		(800) 776-3770		No		
☐	Edit View	708	ACCOUNTING PRINCIPALS			Kids in Need Foundation		(888) 301-3621		No		
☐	Edit View	174	Acosta, Eliviva			Kids in Need Foundation				No		
☐	Edit View	605	AD MARKETING, LLC			Kids in Need Foundation				No		
☐	Edit View	175	Adams, Bethany			Kids in Need Foundation				No		
☐	Edit View	176	Adler, Robin			Kids in Need Foundation				No		
☐	Edit View	646	Adobe			Kids in Need				No		



SETUP – COMPANY

Company Information

[Save](#)[Cancel](#)[Reset](#)

* COMPANY NAME	Kids In Need Foundation
LEGAL NAME	Kids In Need Foundation
TAXONOMY REFERENCE	Standard Chart of Accounts
COMPANY LOGO (FORMS)	KINF_Logo_GSuite2.png
COMPANY LOGO (PAGES)	KINF_Logo_NS_Sm.png
DISPLAY LOGO INTERNALLY	☒
WEB SITE	http://www.kinf.org
* COUNTY/STATE/PROVINCE	Minnesota
COUNTRY	United States
* RETURN EMAIL ADDRESS	beckys@kinf.org
FAX	937-296-1235
EMPLOYER IDENTIFICATION NUMBER (EIN)	821078462

SSN OR TIN (SOCIAL SECURITY NUMBER, TAX ID NUMBER)	821078462
CURRENCY LOCALE	United States (English)
FORMAT SAMPLE	\$1,234.56
OVERRIDE CURRENCY FORMAT	☐
* FIRST FISCAL MONTH	January
TIME ZONE	(GMT-05:00) Eastern Time (US & Canada)
ACCOUNT ID	3577332_SB1

Addresses

Company URLs

System Notes

ADDRESS	Becky Shaw Kids In Need Foundation 2719 PATTON ROAD ROSEVILLE MN 55113 United States	Map Edit
SHIPPING ADDRESS	Kids In Need Foundation 2719 PATTON RD Roseville MN 55113 United States	Map Edit

RETURN ADDRESS	Becky Shaw Kids In Need Foundation 3055 Kettering Blvd 119 Moraine OH 45439 United States	Map Edit
----------------	---	----------

[Save](#)[Cancel](#)[Reset](#)

SETUP – LOCATION - WAREHOUSE

Location

← → List Search

Edit

Back

Search

Actions ▼

LOCATION IS INACTIVE ☐

NAME Twin Cities Warehouse DC

SUBLOCATION OF

SUBSIDIARY Kids in Need Foundation

BRANCH ID

WMS ACCOUNT#

WMS MAKE WH SITE ☒

SCIS SERVICE HOURS

DEFAULT ORDER LOCATION Twin Cities Warehouse DC

SCIS STORE SAFE ACCOUNT

SCIS CASH DRAWER DIFFERENCE

LOCATION TYPE Warehouse

TIME ZONE (GMT-06:00) Central Time (US & Canada)

LATITUDE

LONGITUDE

DOCUMENT NUMBER PREFIX

LOGO

USE BINS ☒

MAKE INVENTORY AVAILABLE ☒

MAKE INVENTORY AVAILABLE IN WEB STORE ☒

USE WAREHOUSE MANAGEMENT ☒

INTERNAL ID 50

Address

Document Numbers

Workflow

Translation

System Notes

ADDRESS Twin Cities Warehouse DC
2719 Patton Rd.
Roseville MN 55113
United States Map

RETURN ADDRESS Customer Returns
Kids In Need Foundation
2719 Patton Road
Roseville MN 55113
United States Map

Edit

Back

Search

Actions ▼



SETUP – LOCATION – RESOURCE CENTER (STORE)

Location

[←](#) [→](#) [List](#) [Search](#)

[Edit](#) [Back](#) [Search](#) [Actions](#)

LOCATION IS INACTIVE ☐

NAME Twin Cities Kids in Need RC

SUBLOCATION OF

SUBSIDIARY Kids in Need Foundation

BRANCH ID

WMS ACCOUNT#

WMS MAKE WH SITE ☐

SCIS SERVICE HOURS

DEFAULT ORDER LOCATION [Twin Cities Warehouse DC](#)

SCIS STORE SAFE ACCOUNT [Twin Cities Kids in Need RC Safe Account](#)

SCIS CASH DRAWER [Twin Cities Kids in Need RC Differences](#)

DIFFERENCE [Account](#)

LOCATION TYPE [Store](#)

TIME ZONE [\(GMT-05:00\) Eastern Time \(US & Canada\)](#)

LATITUDE

LONGITUDE

DOCUMENT NUMBER [TCRC](#)

PREFIX

LOGO

USE BINS ☐

MAKE INVENTORY AVAILABLE ☒

MAKE INVENTORY AVAILABLE IN WEB STORE ☒

USE WAREHOUSE MANAGEMENT ☐

INTERNAL ID [43](#)

[Address](#) [Document Numbers](#) [Workflow](#) [Translation](#) [System Notes](#)

ADDRESS [Twin Cities Kids in Need RC](#)
[2719 Patton Road](#)
[Roseville MN 55113](#)
[United States Map](#)

RETURN ADDRESS [Customer Returns](#)
[Twin Cities Kids in Need](#)
[2719 Patton Road](#)
[Roseville MN 55113 Map](#)

[Edit](#) [Back](#) [Search](#) [Actions](#)



**KIDS IN NEED
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SETUP – ZONES

Zone

ListSearchAudit Trail

VIEW

Default

Customize View

New Zone

FILTERS

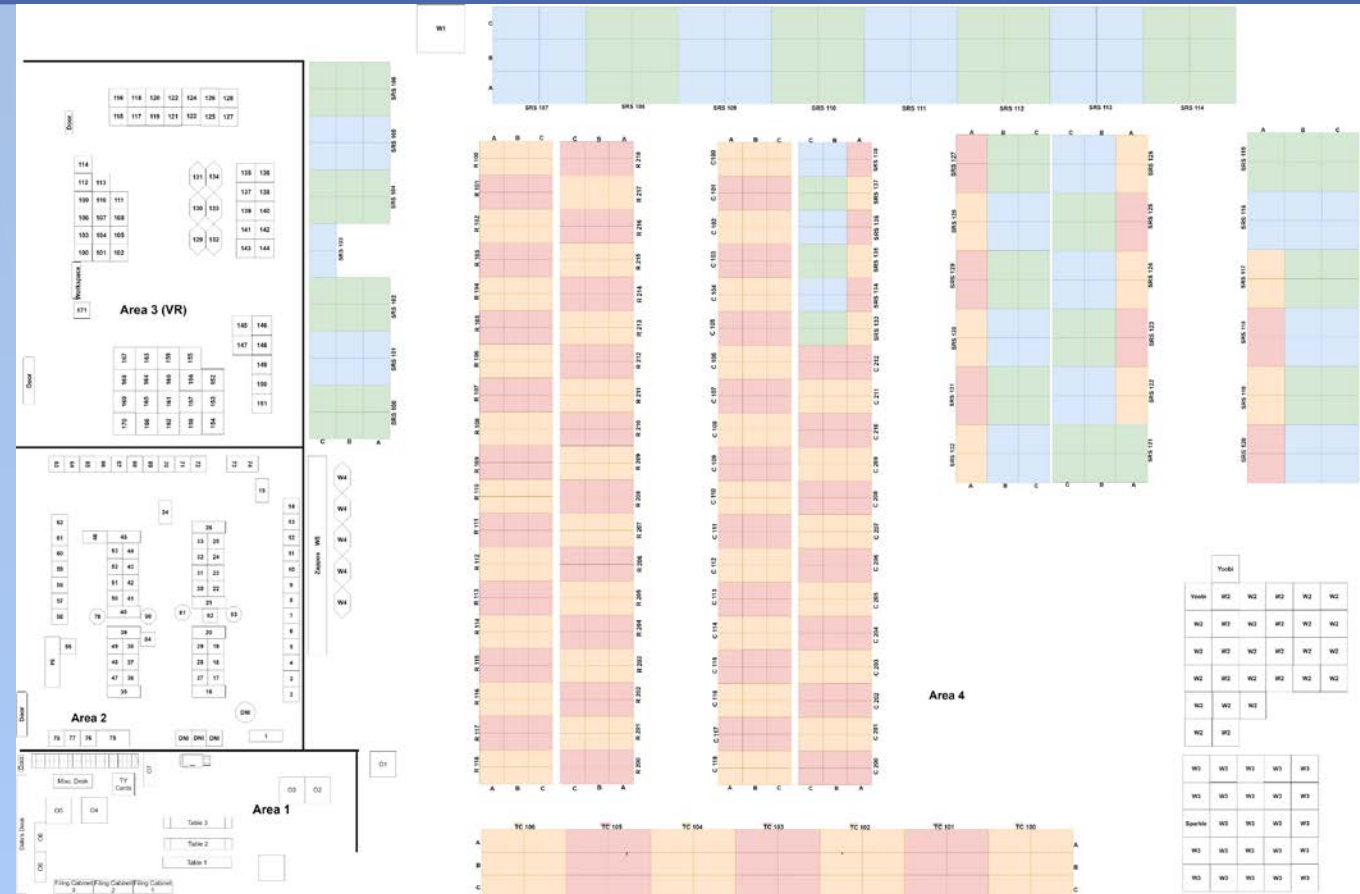
SHOW INACTIVES

QUICK SORT

TOTAL: 5

EDIT VIEW	NAME	DESCRIPTION	LOCATION ▲
Edit View	Damaged Products Zone		Damaged Location
Edit View	Inbound Staging Zone	Inbound Staging Area	Twin Cities Warehouse DC
Edit View	Outbound Staging Zone	Outbound Staging	Twin Cities Warehouse DC
Edit View	Warehouse	Main Warehouse	Twin Cities Warehouse DC
Edit View	WIP Zone	Volunteer Room	Twin Cities Warehouse DC

SETUP – WAREHOUSE



SETUP – WAREHOUSE AISLES/BINS

- A A-100-A01 A-100-B01 A-100-C01 thru
- A A-125-A01 A-125-B01 A-125-C01
- B B-100-A01 B-100-B01 B-100-C01 thru
- B B-137-A01 B-137-B01 B-137-C01
- C C-100-A01 C-100-B01 C-100-C01 thru
- C C-124-A01 C-124-B01 C-124-C01

SETUP – WAREHOUSE AISLES/BINS

- D D-100-A01 D-100-B01 D-100-C01 thru
- D D-115-A01 D-115-B01 D-115-C01
- E E-100-A01 E-100-B01 E-100-C01 thru (North Wall)
- E E-107-A01 E-107-B01 E-107-C01
- F F-100-A01 F-100-B01 F-100-C01 thru (South Wall)
- F F-108-A01 F-108-B01 F-108-C01

SETUP –BINS

Bins

VIEW

Bin Numbers

Customize View

New Bins

FILTERS

A-000-a01 — A-108-a01

TOTAL: 1308

EDIT VIEW	BIN NUMBER A	LOCATION	MEMO	WMS AISLE
Edit View	A-000-A01	Twin Cities Warehouse DC	Paper File	A
Edit View	A-100-A01	Twin Cities Warehouse DC	Accessible	A
Edit View	A-100-A02	Twin Cities Warehouse DC	Accessible	A
Edit View	A-100-B01	Twin Cities Warehouse DC	Ladder Required	A
Edit View	A-100-B02	Twin Cities Warehouse DC	Ladder Required	A
Edit View	A-100-C01	Twin Cities Warehouse DC	Lift Required	A
Edit View	A-100-C02	Twin Cities Warehouse DC	Lift Required	A
Edit View	A-101-A01	Twin Cities Warehouse DC	Accessible	A
Edit View	A-101-A02	Twin Cities Warehouse DC	Accessible	A
Edit View	A-101-B01	Twin Cities Warehouse DC	Ladder Required	A
Edit View	A-101-B02	Twin Cities Warehouse DC	Ladder Required	A
Edit View	A-101-C01	Twin Cities Warehouse DC	Lift Required	A
Edit View	A-101-C02	Twin Cities Warehouse DC	Lift Required	A
Edit View	A-102-A01	Twin Cities Warehouse DC	Accessible	A
Edit View	A-102-A02	Twin Cities Warehouse DC	Accessible	A
Edit View	A-102-B01	Twin Cities Warehouse DC	Ladder Required	A
Edit View	A-102-B02	Twin Cities Warehouse DC	Ladder Required	A
Edit View	A-102-C01	Twin Cities Warehouse DC	Lift Required	A
Edit View	A-102-C02	Twin Cities Warehouse DC	Lift Required	A
Edit View	A-103-A01	Twin Cities Warehouse DC	Accessible	A
Edit View	A-103-A02	Twin Cities Warehouse DC	Accessible	A
Edit View	A-103-B01	Twin Cities Warehouse DC	Ladder Required	A
Edit View	A-103-B02	Twin Cities Warehouse DC	Ladder Required	A
Edit View	A-103-C01	Twin Cities Warehouse DC	Lift Required	A
Edit View	A-103-C02	Twin Cities Warehouse DC	Lift Required	A
Edit View	A-104-A01	Twin Cities Warehouse DC	Accessible	A
Edit View	A-104-A02	Twin Cities Warehouse DC	Accessible	A



SETUP – ITEM

- Item Families
- Item Process Families
- Item Process Group
- Item

SETUP – ITEM FAMILIES

WMS Item Family List

VIEW

Default

Customize View

New WMS Item Family

FILTERS

SHOW INACTIVES

EDIT

QUICK SORT

TOTAL: 18

EDIT VIEW	NAME ▲
Edit View	ADHESIVES
Edit View	ART SUPPLIES
Edit View	BINDERS
Edit View	BOOKS
Edit View	CLEANING SUPPLIES
Edit View	COMPUTER ACCESSORIES
Edit View	DESK ACCESSORIES
Edit View	FURNITURE
Edit View	HOUSEWARES
Edit View	INCENTIVES
Edit View	LOCKER ACCESSORIES
Edit View	MATH TOOLS
Edit View	NOTEBOOKS
Edit View	OFFICE SUPPLIES
Edit View	PAPER PRODUCTS
Edit View	SCHOOL SUPPLIES
Edit View	WEARABLE

The logo for the Kids in Need Foundation, featuring a stylized orange and red circular graphic with a white 'K' inside, and the text 'KIDS IN NEED FOUNDATION' in bold, with the tagline 'School Supplies. Changing Lives.' below it.

SETUP – ITEM PROCESS FAMILIES

Item Process Family

VIEW

Default

Customize View

New Item Process Family

LIST

SEARCH

AUDIT TRAIL

FILTERS

SHOW INACTIVES

QUICK SORT

TOTAL: 18

EDIT VIEW	NAME ▲	DESCRIPTION
Edit View	ADHESIVES	ALL GLUE PRODUCTS, TAPE, HANGING, STRIPS/HOOKS, TAPE DISPENSERS, MOUNTING STRIPS
Edit View	ART SUPPLIES	ALL GLUE PRODUCTS, TAPE, HANGING, STRIPS/HOOKS, TAPE DISPENSERS, MOUNTING STRIPS
Edit View	BINDERS	3 RING BINDERS, POLY BINDERS
Edit View	BOOKS	NEW BOOKS, USED BOOKS, DICTIONARIES, REFERENCE BOOKS
Edit View	CLEANING SUPPLIES	BRUSHES, SCRUBBERS, 3M SCOTCH BRITE, SANITIZERS, GLASS CLEARNER, PAPER TOWELS, TOILET PRODUCTS, BROOMS, DUST PANS, WORK/LATEX GLOVES, ETC
Edit View	COMPUTER ACCESSORIES	PRINTERS, SCANNERS, MOUSE, I POD CHARGER, LAP TOP DESK, HEADPHONES, BLANK MEDIA, TONERS, INK CARTRIDGES
Edit View	DESK ACCESSORIES	STAPLERS, STAPLES, PINS, CLIPS, LABELS, POST-IT NOTES, MAGNETS, RUBBER BANDS, HOLE PUNCH, DESK ORGANIZERS
Edit View	FURNITURE	DESKS, CHAIRS, FILING CABINETS
Edit View	HOUSEWARES	KITCHEN SUPPLIES, PERSONAL HYGIENE PRODUCTS, GLASSES, FOOD CONTAINERS, FLASHLIGHTS, BAND AIDS, TOOLS, LAMPS, BATTERIES, ETC
Edit View	INCENTIVES	TOYS, TRAVEL WALLETS, MESSENGER BAGS, DUFFEL BAGS, STUFFED ANIMALS, JUMP ROPES, CD'S, DVD'S, FOOD
Edit View	LOCKER ACCESSORIES	LOCKER SHELVES, LOCKS, STORAGE
Edit View	MATH TOOLS	PROTRACTORS, COMPASS, RULERS, CALCULATORS
Edit View	NOTEBOOKS	SPIRAL, FILLER PAPER, GRAPH PAPER, LEGAL PADS, COMPOSITION BOOKS, NOTE PADS
Edit View	OFFICE SUPPLIES	AVERY PRODUCT, PLANNERS, PAD FOLIOS, CORK BOARD, DRY ERASE BOARD, WHITE OUT
Edit View	PAPER PRODUCTS	SKETCH BOOKS, DRAWING TABLETS, CONSTRUCTION PAPER, ART PAPER, COLORING/ACTIVITY BOOKS, COPY PAPER
Edit View	SCHOOL SUPPLIES	PENCIL SHARPENERS, ERASERS, FOLDERS, REPORT COVERS, PORTFOLIOS, PENCIL BOXES/POUCHES, INDEX CARDS, FLASH CARDS, PENCIL GRIPS, LUNCH BAGS, SCISSORS, BOOK COVERS
Edit View	WEARABLE	BACKPACKS, BACK SACKS, BLANKETS SHIRTS, HATS, WINTER GLOVES, SCARVES, SLIPPERS, SOCKS, TOTES
Edit View	WRITING INSTRUMENTS	MARKERS, PENCILS, PENS

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SETUP – ITEM PROCESS GROUP

SUBSET OF ITEM FAMILY

Item Process Group

ListSearchAudit Trail

VIEWDefaultCustomize ViewNew Item Process Group

FILTERS

SHOW INACTIVES

QUICK SORT

TOTAL: 18

EDIT VIEW	NAME ▲	DESCRIPTION
Edit View	Backpack	
Edit View	Box	
Edit View	Crayon	
Edit View	Eraser	
Edit View	Folder	
Edit View	Glue	
Edit View	KINF	
Edit View	KINF Product	
Edit View	Marker	
Edit View	Note	
Edit View	Notebook	
Edit View	Pen	
Edit View	Pencil	Pencils to include #2 yellow, Mechanical, Jumbo, Colored
Edit View	Pouch	
Edit View	Ruler	
Edit View	Scissors	
Edit View	Sharpener	
Edit View	Test Item Group	

SETUP – ITEMS

PRIMARY – CLASSIFICATION – PURCHASING/INVENTORY

Inventory Item

089305577004

Edit

Back

Print Label

Actions

Drop files here. Click for more options.

Primary Information

INTERNAL ID	995	VENDOR NAME/CODE		SALE UNITS	Each
ITEM NAME/NUMBER	089305577004	UNITS TYPE	EA_BX24	CONSUMPTION UNIT	Each
UPC CODE	089305577004	STOCK UNITS	Each	BASE UNIT	EA
DISPLAY NAME/CODE	Backpack AD Sutton	PURCHASE UNITS	Each	SUBITEM OF	

Classification

SUBSIDIARY	Kids in Need Foundation	CLASS		FUND/PROGRAM	
INCLUDE CHILDREN	☒	LOCATION	Twin Cities Warehouse DC	REVENUE TYPE	
DEPARTMENT		ITEM PROCESS FAMILY	WEARABLE	REVENUE SUBTYPE	
		ITEM PROCESS GROUP		RESTRICTION	
EVENT DATE		SCIS TAX CATEGORY			
FAIR MARKET VALUE		PALLET QTY			
EXCLUDE FROM SCIS	☐				

Purchasing/Inventory

Item/Cost Detail

COSTING METHOD	Standard	PURCHASE PRICE	5.00 per EA	STOCK DESCRIPTION	Backpack AD Sutton
COST CATEGORY	Default Cost Category	LAST PURCHASE PRICE	per EA	DROP SHIP ITEM	☐
TOTAL VALUE		PURCHASE DESCRIPTION	Backpack AD Sutton	SPECIAL ORDER ITEM	☐
Quantity On Hand, Reorder Point, Quantity On Order, and Quantity Committed are in EA		COPY FROM SALES ORDER	☐	MATCH BILL TO RECEIPT	☐
AVERAGE COST	per EA				



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SETUP – ITEMS

INVENTORY MANAGEMENT - MANUFACTURING - SHIPPING

Inventory Management			
USE BINS ☒	LEAD TIME	DAYS AUTO-CALCULATE ☐	EXPECTED DEMAND CHANGE
PREFERRED STOCK LEVEL AUTO-CALCULATE ☐	SAFETY STOCK LEVEL EA	DAYS	TRANSFER PRICE 5.00 per EA
REORDER MULTIPLE	SEASONAL DEMAND ☐		ROUND UP QUANTITY AS COMPONENT ☐
REORDER POINT AUTO-CALCULATE ☐			
Manufacturing			
MANUFACTURER	MPN	MANUFACTURER COUNTRY	
Shipping			
CARRIER	SHIPPING METHODS	DEFAULT SHIPPING METHOD	

SETUP – ITEMS

VENDOR BILL MATCHING - LOCATIONS

Vendor Bill Matching

VENDOR BILL - PURCHASE
ORDER QUANTITY
TOLERANCE

VENDOR BILL - PURCHASE
ORDER QUANTITY
DIFFERENCE

VENDOR BILL - ITEM
RECEIPT AMOUNT
TOLERANCE

VENDOR BILL - PURCHASE
ORDER AMOUNT
TOLERANCE

VENDOR BILL - ITEM
RECEIPT QUANTITY
TOLERANCE

VENDOR BILL - ITEM
RECEIPT QUANTITY
DIFFERENCE

Locations ()

PREFERRED LOCATION Twin Cities Warehouse DC

▼ Locations

LOCATION	QUANTITY ON HAND	QUANTITY ON HAND (BASE UNIT)	VALUE	AVERAGE COST	LAST PURCHASE PRICE	REORDER POINT	PREFERRED STOCK LEVEL	DEFAULT RETURN COST	STANDARD COST	INVENTORY COST TEMPLATE	QUANTITY ON ORDER	QUANTITY COMMITTED	QUANTITY AVAILABLE	QUANTITY AVAILABLE (BASE UNIT)	QUANTITY BACK ORDERED	QUANTITY IN TRANSIT	LAST COUNT DATE
Atlanta Kids in Need RC													0	0			
Twin Cities Warehouse DC : Damaged Location													0	0			
Back to School Teachers Store													0	0			
Classroom Central													0	0			
Cleveland Kids in Need RC													0	0			
Crayons to Classrooms													0	0			
Crayons to Computers													0	0			



SETUP – ITEMS

BIN NUMBERS – VENDOR(S) – INVENTORY DETAIL

Bin Numbers ()

LOCATION	BIN NUMBER	ON HAND	AVAILABLE	LOCATION ACTIVE	PREFERRED (PER LOCATION)
Twin Cities Warehouse DC	A-100-A01			Yes	Yes

Vendors ()

▼ Vendors

VENDOR	CODE	SUBSIDIARY	PURCHASE PRICE	SCHEDULE
6 A D Sutton & Sons Inc		Kids in Need Foundation		

Inventory Detail

* VIEW

Bin On Hand

▼

* LOCATION

Twin Cities Warehouse DC

▼

Customize View

BIN NUMBER	ON HAND	AVAILABLE
No records to show.		



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SETUP – ITEMS

SALES – SHIPPING – PRICING – PRICE LEVEL(S)

Sales / Pricing

Sales

SALES DESCRIPTIONBackpack AD Sutton

BILLING SCHEDULE

EA ENFORCE MINIMUM INTERNALLY☒

MINIMUM QUANTITY

MAXIMUM QUANTITYEA

Shipping

ITEM WEIGHTper EA

SHIPS INDIVIDUALLY☐

HANDLING COSTper EA

PACKAGE

SHIPPING COSTper EA

SCHEDULE B NUMBER

Pricing

QUANTITY PRICING SCHEDULE

CALCULATE QUANTITYBy Line Quantity

PRICING GROUP

USE MARGINAL RATES☐

DISCOUNTS

Price Levels (5)

PRICE LEVEL	DEFAULT DISCOUNT %	QTY 0	QTY	QTY
Default Discount %				
Base Price				
Alternate Price 1				
Alternate Price 2				
Alternate Price 3				
Online Price				

SETUP – ITEMS SALES – SHIPPING – PRICING – PRICE LEVEL(S)

Accounting

Accounts

COGS ACCOUNT	5810 In-Kind : Distribution to Network & Partners	PRICE VARIANCE ACCOUNT	5840.0030 In-Kind : Valuation Adjustment : Price Variance Account	VENDOR RETURN VARIANCE	5840.0060 In-Kind : Valuation ACCOUNT Adjustment : Vendor Return Variance Account
ASSET ACCOUNT	0980.0170 Inventory Asset : WEARABLES	QUANTITY VARIANCE	5840.0020 In-Kind : Valuation ACCOUNT Adjustment : Bill Quantity Variance Account	PURCHASE PRICE VARIANCE	5840.0030 In-Kind : Valuation ACCOUNT Adjustment : Price Variance Account
INCOME ACCOUNT	6000 Revenue from General Contributions	EXCHANGE RATE VARIANCE	5840.0040 In-Kind : Valuation ACCOUNT Adjustment : Bill Of Exchange Account	DROPSHIP EXPENSE	5070 Nonpersonnel Expenses : Product ACCOUNT Purchase
GAIN/LOSS ACCOUNT	5840.0010 In-Kind : Valuation Adjustment : Gain/Loss	CUSTOMER RETURN	5840.0070 In-Kind : Valuation VARIANCE ACCOUNT Adjustment : Donor Return Variance		

Tax /Tariff

TAX SCHEDULE NT



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SETUP – ITEMS - SCIS

WEB STORE – SUITE COMMERCE IN STORE

Web Store

Web Store Display

DISPLAY IN WEB STORE ☒

CHARGES MAY APPLY

WEB STORE DESCRIPTION Backpack AD Sutton
[Preview Html](#)

FEATURED DESCRIPTION Backpack AD Sutton
[Preview Html](#)

PAGE TITLE

WEB STORE DISPLAY NAME Backpack AD Sutton

DETAILED DESCRIPTION Backpack AD Sutton
[Preview Html](#)

ITEM DRILLDOWN TEMPLATE

ITEM DISPLAY IMAGE

ITEM DISPLAY THUMBNAIL

Stock and Pricing Behavior

OUT OF STOCK BEHAVIOR - Default -

OUT OF STOCK MESSAGE

VARIABLE AMOUNT ☐

SHOW DEFAULT AMOUNT ☐

MAXIMUM VARIABLE AMOUNT

DON'T SHOW PRICE ☐

NO PRICE MESSAGE

Search Engine and Feeds

META TAG HTML

URL COMPONENT Backpack-AD-Sutton_2

SEARCH KEYWORDS

EXCLUDE FROM SITEMAP ☐

SITEMAP PRIORITY Auto

PRODUCT FEED

SHOPPING.COM CATEGORY

SHOPZILLA CATEGORY ID

NEXTAG CATEGORY

Associated Images (0)

NAME	ALT IMAGE TAG	SITES
No records to show.		

Web Site Categories ()

SITE	SITE CATEGORY	PREFERRED CATEGORY	DESCRIPTION
SuiteCommerce InStore	Home		

SETUP – ITEMS – NS WMS

TASKS – ITEM SUBSTITUTION

NS WMS

WMS MIX LOTS IN BINS ☐

WMS ITEM GROUP

WMS REPLEN MIN QTY

SHELF LIFE IN DAYS

WMS Open Task ()

* VIEW

Default View

WMS OPEN TASK

New WMS Open Task

Attach

Customize View

EDIT	NAME	ID	ACTUAL BEGIN DATE	ACTUAL END DATE	ACTUAL QUANTITY	BATCH #	COMPANY	CONTAINER LP #	SKU DESCRIPTION	EXPECTED QTY	LINE NO	WMS STATUS FLAG	TASK TYPE	UPDATED USER #	ACTUAL BEGIN LOCATION	ACTUAL END LOCATION
No records to show.																

Item Substitution

Item Substitute ()

* VIEW

Default View

ITEM SUBSTITUTE

6

New Item Substitute

Attach

Customize View

EDIT	SUBSTITUTE ITEM	SALES DESCRIPTION
No records to show.		

Edit

Back

Print Label

Actions

ITEM NAMING CONVENTIONS

- Item Name: Eye Readable UPC
- UPC: Scannable
- Exceptions
 - Blusource UPC prefix 0 77304 (zip code) remove B
 - 0 77304 16002 3 Sharpeners
 - Alias to identify BI6002
 - Yoobi
 - 0 90245 96624 7 UPC prefix 0 90245 (zip code) phone letters for yoobi
 - Kids In Need Items UPC prefix 5 77332 Right 6 of NetSuite Account
 - 5 77332 01000 2 Backpack Assembly Bill of Materials
 - 5 77332 00001 0 Ace Insert for Supply a Teacher Bill of Materials

PICK STRATEGY

Pick Strategy

ListSearch

ACTIVE

EditBackActions

Primary Information

NAMEGeneric Pick Strategy

DESCRIPTION

SEQUENCE NUMBER1

INACTIVE☐

Classification

TRANSACTION TYPESales Order

LOCATIONTwin Cities Warehouse DC

Item Criteria

ITEM PROCESS GROUP

ITEM PROCESS FAMILY

ITEM

UNITS

ITEM CLASSIFICATION

Order Criteria

ORDER TYPE

DONOR

Recommended Bin Filter

INCLUDE INBOUND☐

STAGING BINS

WorkflowPick ZonesSystem Information

SEQUENCE NUMBER

ZONE

1Warehouse

EditBackActions

PUTAWAY STRATEGY

WMS Putaway Strategies

← → List Search

KINF Putaway

EditBackPrintAdd Actions

NAME KINF Putaway

INACTIVE ☐

ITEM

ITEM FAMILY

ITEM GROUP

ABC VELOCITY

ZONE Warehouse

SEQUENCE

LOCATION Twin Cities Warehouse DC

CLASS

DEPARTMENT

UNITS

Drop files here. Click for more options.

NotesFilesWorkflow

User NotesSystem Notes

* VIEW Default

New NoteCustomize View

EDIT	DATE	AUTHOR	TITLE	MEMO	DIRECTION	TYPE	REMOVE
No records to show.							

EditBackPrintAdd Actions

STANDARD COST VERSION

Standard Cost Version

← → List Search

Edit

Back

Actions ▾

Primary Information

SUBSIDIARY Kids in Need Foundation

NAME Version 3

LOCATION Twin Cities Warehouse DC

INVENTORY STANDARD Item Default

COST

PLANNED STANDARD COST

Planned Standard Cost

VIEW

Planned Standard Cost

Customize View

New Planned Standard Cost

FILTERS

EDIT VIEW	SUBSIDIARY ▲	STANDARD COST VERSION	LOCATION	ITEM
Edit View	Kids in Need Foundation	Version2	Twin Cities Warehouse DC	INV 16698
Edit View	Kids in Need Foundation	Version2	Twin Cities Warehouse DC	INV 2053
Edit View	Kids in Need Foundation	Version2	Twin Cities Warehouse DC	INV 2227
Edit View	Kids in Need Foundation	Version2	Twin Cities Warehouse DC	INV 2421244
Edit View	Kids in Need Foundation	Version2	Twin Cities Warehouse DC	INV 336
Edit View	Kids in Need Foundation	Version2	Twin Cities Warehouse DC	INV 33893
Edit View	Kids in Need Foundation	Version2	Twin Cities Warehouse DC	INV 40985
Edit View	Kids in Need Foundation	Version2	Twin Cities Warehouse DC	INV 4718
Edit View	Kids in Need Foundation	Version2	Twin Cities Warehouse DC	INV 559
Edit View	Kids in Need Foundation	Version2	Twin Cities Warehouse DC	INV 763
Edit View	Kids in Need Foundation	Version2	Twin Cities Warehouse DC	INV 76350
Edit View	Kids in Need Foundation	Version2	Twin Cities Warehouse DC	INV 785
Edit View	Kids in Need Foundation	Version1	Twin Cities Warehouse DC	INV B16009
Edit View	Kids in Need Foundation	Version2	Twin Cities Warehouse DC	INV B17004
Edit View	Kids in Need Foundation	Version2	Twin Cities Warehouse DC	INV k1000
Edit View	Kids in Need Foundation	Version2	Twin Cities Warehouse DC	INV B16008
Edit View	Kids in Need Foundation	Version2	Twin Cities Warehouse DC	INV B17003
Edit View	Kids in Need Foundation	Version2	Twin Cities Warehouse DC	INV B13002
Edit View	Kids in Need Foundation	Version2	Twin Cities Warehouse DC	INV B17001
Edit View	Kids in Need Foundation	Version2	Twin Cities Warehouse DC	INV B16002
Edit View	Kids in Need Foundation	Version2	Twin Cities Warehouse DC	INV B16009
Edit View	Kids in Need Foundation	Version1	Twin Cities Warehouse DC	SCIS 5 subject notebook
Edit View	Kids in Need Foundation	Retail Store Version	Twin Cities Kids in Need RC	SCIS 5 subject notebook
Edit View	Kids in Need Foundation	Retail Store Version	Twin Cities Kids in Need RC	SCIS Notebook
Edit View	Kids in Need Foundation	Version 3	Twin Cities Warehouse DC	1 92234 92094 3
Edit View	Kids in Need Foundation	Version 3	Twin Cities Warehouse DC	0 89305 57700 4
Edit View	Kids in Need Foundation	Version 3	Twin Cities Warehouse DC	0 71662 06924 7

PLANNED STANDARD COST BY VERSION

Custom Planned Standard Cost by Cost Version					
LOCATION	STANDARD COST VERSION: NAME	RETAIL STORE VERSION	VERSION 3	VERSION 1	VERSION 2
		Cost	Cost	Cost	Cost
INV 700	Twin Cities Warehouse DC Version2				\$3.20
INV 1225	Twin Cities Warehouse DC Version2				\$0.38
INV 2053	Twin Cities Warehouse DC Version2				\$0.54
INV 2227	Twin Cities Warehouse DC Version2				\$0.49
INV 4718	Twin Cities Warehouse DC Version2				\$0.21
INV 16698	Twin Cities Warehouse DC Version2				\$0.25
INV 33893	Twin Cities Warehouse DC Version2				\$0.50
INV 40985	Twin Cities Warehouse DC Version2				\$0.76
INV 76350	Twin Cities Warehouse DC Version2				\$2.99
INV k1000	Twin Cities Warehouse DC Version2				\$0.00
INV B13002	Twin Cities Warehouse DC Version2				\$0.39
INV B15003	Twin Cities Warehouse DC Version2				\$0.66
INV B16002	Twin Cities Warehouse DC Version2				\$0.07
INV B16008	Twin Cities Warehouse DC Version2				\$0.75
INV B17001	Twin Cities Warehouse DC Version2				\$0.15
INV B17003	Twin Cities Warehouse DC Version2				\$0.38
INV B17004	Twin Cities Warehouse DC Version2				\$3.80
INV 2421244	Twin Cities Warehouse DC Version2				\$5.79
0 71662 06924 7	Twin Cities Warehouse DC Version 3		\$2.99		
0 89305 57700 4	Twin Cities Warehouse DC Version 3		\$5.00		
1 92234 92094 3	Twin Cities Warehouse DC Version 3		\$5.00		

IMPORTS

- Chart of Accounts (external ID)
- Bins
- Inventory Items
- Preferred Bins
- Standard Cost
- Inventory Revaluation
- Inventory Adjustment

IMPORTS CHART OF ACCOUNTS

SCAN AND UPLOAD CSV FILE

Import AssistantCopy to Account (Be

STEPS

1 Scan & Upload CSV File

2 Import Options

3 File Mapping

4 Field Mapping

5 Save mapping & Start Import

Scan & Upload CSV File

IMPORT TYPEAccounting

Choose the category of data to import.

RECORD TYPEChart of Accounts

Choose the record type of data to import.

CHARACTER ENCODINGWestern (Windows 1252)

Choose another character encoding format if you use an international or Macintosh version of Microsoft Excel, or if you typically use special characters.

CSV COLUMN DELIMITERComma

Select the symbol to be used as a column separator in the CSV files you import. This setting overrides the column separator preference specified at Home > Set Preferences.

CSV File(s)

ONE FILE TO UPLOAD☒

MULTIPLE FILES TO UPLOAD☐

Select...COA_External ID.csvx REMOVE

IMPORTS CHART OF ACCOUNTS

IMPORT OPTIONS

Import Assistant

More

STEPS

✓ 1 Scan & Upload CSV File

2 Import Options

3 File Mapping

4 Field Mapping

5 Save mapping & Start
Import

Import Options

Data Handling

ADD ☐

UPDATE ☒

ADD OR UPDATE ☐

▸ Advanced Options

Cancel

< Back

Next >



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IMPORTS CHART OF ACCOUNTS FIELD MAPPING

Import Assistant

STEPS

✓ 1 Scan & Upload CSV File

✓ 2 Import Options

✓ 3 File Mapping

4 Field Mapping

5 Save mapping & Start Import

Field Mapping

Your Fields

COA_External ID.csv

Display Name

Account Type

Description

Balance

Internal ID

External ID

Description	↔	Account : Description	⊗
External ID	↔	Account : ExternalId	⊗
Internal ID	↔	Account : Internal ID	⊗
⊗	↔		⊗
⊗	↔		⊗
⊗	↔		⊗
⊗	↔		⊗
⊗	↔		⊗
⊗	↔		⊗
⊗	↔		⊗

NetSuite Fields

Account

1099-MISC Category

Bank Account Number

Date

Default Unit

Deferral Account

Description

ExternalId

Inactive

Include Children

Internal ID

Name

Number

Restrict to Class

Restrict to Department

Restrict to Location

Subaccount of

Subsidiaries

Track Billable Expenses in

Type

Unit Type

Account Localization

Reset

Cancel

< Back

Next >

IMPORTS CHART OF ACCOUNTS

SAVE MAPPING & START IMPORT

Import Assistant

STEPS

✓ 1 Scan & Upload CSV File

✓ 2 Import Options

✓ 3 File Mapping

✓ 4 Field Mapping

5 Save mapping & Start Import

Save mapping & Start Import

Your CSV files are ready to be imported into your NetSuite account.
You can save your Field Mapping to be used again later (optional). To work with a saved import, go to the "saved Imports" page under the Setup > Import/Export Tab.

IMPORT MAP NAME

Provide a unique Import Map name to save the current mapping choices for future imports.

DESCRIPTION

(Optional) Provide a useful description for this Import Map.

ID

(Optional) Provide a unique ID to identify this Import Map in SuiteScript.
Your entry here is prefixed with CUSTIMPORT.

Cancel

< Back

Save & Run



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IMPORTS CHART OF ACCOUNTS CONFIRMATION – PROCEED TO VIEW IMPORT STATUS



✓ Confirmation
CSV Import "COA_EXTERNAL_ID" has been saved.
Import Job "Chart of Accounts - COA_External ID.csv - ato@vms@msn.com" is in process.
Click to view the [Import Job Status](#).

Import Assistant

STEPS

- ✓ 1 Scan & Upload CSV File
- ✓ 2 Import Options
- ✓ 3 File Mapping
- ✓ 4 Field Mapping
- ✓ 5 Save mapping & Start Import

Finished

Quick Links
[View Saved Imports](#)
Click this link to review the list of saved imports. You may start another Import job from this page.
[Share Import](#)
[Start Another Import](#)
Click this link to return to the beginning of the import assistant and start another import.



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IMPORTS CHART OF ACCOUNTS

JOB STATUS –VIEW CSV RESPONSE FOR ERROR CORRECTION

Job Status

[New](#)[Refresh](#)[+ FILTERS](#)

TOTAL: 1

DATE ▲	JOB NAME	STATUS	PERCENT COMPLETE	MESSAGE	CSV RESPONSE	CANCEL
9/3/2020 11:23 am	Chart of Accounts - COA_External ID.csv - atoavs@msn.com	Complete	100.0%	31 of 31 records imported successfully	CSV Response	



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IMPORTS BINS FIELD MAPPING

Import Assistant

More

STEPS

✓ 1 Scan & Upload CSV File

✓ 2 Import Options

✓ 3 File Mapping

4 Field Mapping

5 Save mapping & Start Import

Field Mapping

2020_08_05_Bin_Load.csv

Bin

Location

Zone

Type

Put Sequence

Pick Sequence

memo

Zone

WMS MAX QTY

WMS MIN QTY

WMS REPLEN QTY

Aisle

WMS ROUND QTY

Level

Stage Direction

WMS Zone

WMS_Location

Sequence

WMSBinLocationType

Bin	↔	Bin : Bin Number	ⓧ
Aisle	↔	Bin : WMS Aisle	ⓧ
WMSBinLocationType	↔	Bin : WMS Bin Location Type	ⓧ
Level	↔	Bin : WMS Level	ⓧ
Pick Sequence	↔	Bin : WMS Pick Seq No	ⓧ
Put Sequence	↔	Bin : WMS Put Seq No	ⓧ
0	↔	Bin : WMS REPLEN MIN QTY	ⓧ
WMS REPLEN QTY	↔	Bin : WMS REPLEN QTY	ⓧ
WMS Zone	↔	Bin : WMS Zone	ⓧ
Location	↔	Bin : Location	ⓧ
memo	↔	Bin : Memo	ⓧ
Sequence	↔	Bin : Sequence Number	ⓧ
Type	↔	Bin : Type	ⓧ
Zone	↔	Bin : Zone	ⓧ
	↔		ⓧ

NetSuite Fields

Bin

Bin Number

ExternalId

Inactive

Internal ID

Location

Memo

Sequence Number

Type

WMS Aisle

WMS Bin Location Type

WMS Level

WMS Pallet Position

WMS Pick Seq No

WMS Put Seq No

WMS REPLEN MAX QTY

WMS REPLEN MIN QTY

WMS REPLEN QTY

WMS REPLEN ROUND QTY

WMS Stage Direction

WMS Zone

Zone

Reset

Cancel

< Back

Next >

IMPORTS INVENTORY ITEMS FIELD MAPPING

Import Assistant

STEPS

- ✓ 1 Scan & Upload CSV File
- ✓ 2 Import Options
- ✓ 3 File Mapping
- 4 Field Mapping**
- 5 Save mapping & Start Import

Field Mapping

Your Fields

2020_08_21_CoreProductLoad.csv

- itemID
- name
- upcCode
- displayName
- vendorName
- parentRef
- isOnline
- offerSupport
- isInactive
- availableToPartners
- subsidiary
- includeChildren
- departmentRef
- classRef
- locationRef
- Fund/Program
- Revenue Type
- Revenue Subtype
- Restriction
- Functional Expense
- Region
- purchaseDescription
- cogsAccountRef
- salesDescription

reorderMultiple	↔	Item : Reorder Multiple	ⓧ
salesDescription	↔	Item : Sales Description	ⓧ
shipIndividually	↔	Item : Ships Individually	ⓧ
shipPackage	↔	Item : Package	ⓧ
shippingCost	↔	Item : Shipping Cost	ⓧ
stockDescription	↔	Item : Stock Description	ⓧ
stockUnit	↔	Item : Stock Units	ⓧ
storeDescription	↔	Item : Web Store Description	ⓧ
storeDetailedDescription	↔	Item : Detailed Description	ⓧ
storeDisplayName	↔	Item : Web Store Display Name	ⓧ
subsidiary	↔	Item : Subsidiary	ⓧ
Tax Schedule	↔	Item : Tax Schedule (Req)	ⓧ
totalValue	↔	Item : Total Value	ⓧ
transferPrice	↔	Item : Transfer Price	ⓧ
unitType	↔	Item : Units Type	ⓧ
upcCode	↔	Item : UPC Code	ⓧ
useMarginalRates	↔	Item : Use Marginal Rates	ⓧ
vendorName	↔	Item : Vendor Name/Code	ⓧ
weight	↔	Item : Item Weight	ⓧ
	↔		ⓧ

NetSuite Fields

Item

- Additional UPCs
- Asset Account
- Auto-Calculate Lead Time
- Auto-Calculate Preferred Stock Level
- Auto-Calculate Reorder Point
- Billing Schedule
- COGS Account
- Calculate Quantity Discounts
- Carrier
- Class
- Code of Supply
- Commodity Code
- Consumption Unit
- Copy from Sales Order
- Cost Category (Req)
- Costing Method
- Days
- Days
- Default Shipping Method
- Department
- Detailed Description
- Display Name/Code
- Display in Web Store
- Don't Show Price

IMPORTS PREFERRED BINS FIELD MAPPING

Import Assistant

STEPS

✓ 1 Scan & Upload CSV File

✓ 2 Import Options

✓ 3 File Mapping

4 Field Mapping

5 Save mapping & Start Import

Field Mapping

Your Fields

WMS-Item Preferred Bins (ERP).csv

Item Internal ID

Item Name

Warehouse Location

Bin Location

Preferred

UPC

Description

Item Internal ID	↔	Item : Internal ID	ⓧ
Item Name	↔	Item : Item Name/Number	ⓧ
Warehouse Location	↔	Item : Location	ⓧ
Bin Location	↔	Item Bin Numbers 1 : Bin Number	ⓧ
Preferred	↔	Item Bin Numbers 1 : Preferred (per Location)	ⓧ
	↔		ⓧ
	↔		ⓧ
	↔		ⓧ
	↔		ⓧ
	↔		ⓧ
	↔		ⓧ

Get help with creating Field Mapping

NetSuite Fields

Vendor Bill - Item Receipt Quantity Tolerance

Vendor Bill - Purchase Order Amount Tolerance

Vendor Bill - Purchase Order Quantity Difference

Vendor Bill - Purchase Order Quantity Tolerance

Vendor Name/Code

WMS Item Family

WMS Item Group

WMS MIX ITEMS IN BINS

WMS MIX LOTS IN BINS

WMS Replen Max Qty

WMS Replen Min Qty

Web Store Description

Web Store Display Name

Weight Unit

Item Pricing

Item Bin Numbers

Item Bin Numbers 1

Bin Number

Location

Preferred (per Location)

Item Vendors

Item Locations

Item Presentation Items

Item Site Category

Item Translation



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IMPORTS STANDARD COST FIELD MAPPING

Import Assistant

More

STEPS

- ✓ 1 Scan & Upload CSV File
- ✓ 2 Import Options
- ✓ 3 File Mapping
- 4 Field Mapping**
- 5 Save mapping & Start Import

Field Mapping

Your Fields

2020_09_03_StandardCost.csv

- ItemID
- name
- Location
- Standard Cost

ItemID	Item : Item Name/Number
Standard Cost	Item Locations 1 : Standard Cost
Location	Item Locations 1 : Location

Get help with creating Field Mapping

NetSuite Fields

- WMS Item Group
- WMS MIX ITEMS IN BINS
- WMS MIX LOTS IN BINS
- WMS Replen Max Qty
- WMS Replen Min Qty
- Web Store Description
- Web Store Display Name
- Weight Unit
- + Item Pricing
- + Item Bin Numbers
- + Item Vendors
- + Item Locations
 - Item Locations 1
 - Classification
 - Count Interval
 - Default Return Cost
 - Inventory Cost Template
 - Location
 - Next Count Date
 - Preferred Stock Level
 - Reorder Point
 - Standard Cost
- + Item Presentation Items
- + Item Site Category
- + Item Translation

Reset

Cancel

< Back

Next >

IMPORTS INVENTORY REVALUATION FIELD MAPPING

Import Assistant

More

STEPS

✓ 1 Scan & Upload CSV File

✓ 2 Import Options

✓ 3 File Mapping

4 Field Mapping

5 Save mapping & Start Import

Field Mapping

Your Fields

KINF_InventoryRevaluation template.csv

*Adjustment Account

Class

*Date

Department

ExternalID

*Item

*Location

Memo

Posting Period

Ref. No.

*Subsidiary

Component

*Cost

*Cost Category

quantity

LUOM

*Cost

LUOM Cost

QTY

NetSuite Fields

Inventory Cost Revaluation

Adjustment Account

Class

Date

Department

ExternalID

Internal ID

Item

Location

Memo

Posting Period

Ref. No.

Subsidiary

Inventory Cost Revaluation Cost Components 1

Component

Cost

Cost Category

Quantity

*Adjustment Account	↔	Inventory Cost Revaluation : Adjustment Account	ⓧ
Class	↔	Inventory Cost Revaluation : Class	ⓧ
Department	↔	Inventory Cost Revaluation : Department	ⓧ
ExternalID	↔	Inventory Cost Revaluation : ExternalID	ⓧ
*Item	↔	Inventory Cost Revaluation : Item	ⓧ
Twin Cities Warehouse DC	↔	Inventory Cost Revaluation : Location	ⓧ
Memo	↔	Inventory Cost Revaluation : Memo	ⓧ
Posting Period	↔	Inventory Cost Revaluation : Posting Period	ⓧ
Kids in Need Foundation	↔	Inventory Cost Revaluation : Subsidiary	ⓧ
*Date	↔	Inventory Cost Revaluation : Date	ⓧ
Ref. No.	↔	Inventory Cost Revaluation : Ref. No.	ⓧ
*Cost	↔	Inventory Cost Revaluation Cost Components 1 : Cost	ⓧ
Default Cost Category	↔	Inventory Cost Revaluation Cost Components 1 : Cost Category	ⓧ
	↔		ⓧ

Get help with creating Field Mapping

Reset

Cancel

< Back

Next >

IMPORTS INVENTORY ADJUSTMENT FIELD MAPPING

Import Assistant

More

STEPS

✓ 1 Scan & Upload CSV File

✓ 2 Import Options

✓ 3 File Mapping

4 Field Mapping

5 Save mapping & Start Import

Field Mapping

2020_07_22_Adjustment.csv

*Adjustment Account

Class

*Date

Department

ExternalID

*Item

*Location

Memo

Posting Period

Ref. No.

*Subsidiary

Component

*Cost

*Cost Category

quantity

5840.0020 In-Kind : Valuation Adjustment : Bill Quantity Variance Account

Posting Period

Kids in Need Foundation

*Cost

Twin Cities Warehouse DC

*Item

1

Inventory Adjustment : Adjustment Account

Inventory Adjustment : Posting Period

Inventory Adjustment : Subsidiary

Inventory Adjustment Adjustments : Est. Unit Cost

Inventory Adjustment Adjustments : Location

Inventory Adjustment Adjustments - Inventory Detail : Issue Inventory Number

Inventory Adjustment Adjustments - Inventory Detail : Quantity

Get help with creating Field Mapping

NetSuite Fields

Posting Period

Reference #

Subsidiary

Inventory Adjustment Adjustments

Adjust Qty. By

Class

Department

Est. Unit Cost

Item

Line

Location

Memo

Units

Inventory Adjustment Adjustments - Inventory Detail

Bin

Expiration Date

Inventory Assignment Internal ID

Issue Inventory Number

Pack Carton

Pick Carton

Quantity

Receipt Inventory Number

Staged

Surrogate Subrecord ID

To Bins

Reset

Cancel

< Back

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WALK THRU 2 – DAY I

- Questions
 - Answers and evasions

WALK THRU 2 – DAY 2

- Assembly Bill Of Materials
- Purchase Order
 - ReceivingException Processing (Donor Items)
- Sales Order
- Work Order
 - Pick, Pack, ShipException Processing (Substitute Items)
- Transfer Order
- Order Items
- Cycle Count
- Bin Transfer
- Bin Replenishment

ASSEMBLY BILL OF MATERIALS

BACKPACK ITEM 5 77332 01000 2

Components ()

DISPLAY COMPONENTS ON
TRANSACTIONS ☒

USE COMPONENT YIELD ☐

ITEM	DESCRIPTION	COMPONENT YIELD	BOM QUANTITY	ITEM SOURCE	QUANTITY	UNITS	SCHEDULE	EFFECTIVE DATE	OBSOLETE DATE
0 71662 06924 7	Crayons 24 Crayola			Stock	1	PK	NT		
0 73044 16009 2	Eraser Pink			Stock	1	EA	NT		
0 43100 33893 9	Folder Mead Fashion			Stock	3	EA	NT		
0 26000 00562 3	Stick Glue Elmer			Stock	2	EA	NT		
7 64608 01225 7	Markers			Stock	1	PK	NT		
0 21200 53377 8	Note Post IT			Stock	1	PD	NT		
2 64608 00559 4	Notebook Wide Ruled 70 Sheet			Stock	2	EA	NT		
2 03300 16698 1	Pens Bic Rnd Stick Med Black			Stock	2	EA	NT		
7 64608 00763 7	Pencil #2 Yellow			Stock	1	PK	NT		
0 26487 76350 4	Pouch Pencil			Stock	1	EA	NT		
7 64608 00336 1	Ruler 12"			Stock	1	EA	NT		
7 35854 96716 1	Scissors Pointed Tip			Stock	1	EA	NT		
0 73044 16002 3	Sharpeners			Stock	1	EA	NT		
0 89305 57700 4	Backpack AD Sutton			Stock	1	EA	NT		

ASSEMBLY BILL OF MATERIALS

SUPPLY A TEACHER K-5 ITEM 5 77332 02000 I

Components ()									
DISPLAY COMPONENTS ON ☒ TRANSACTIONS					USE COMPONENT YIELD ☐				
ITEM *	DESCRIPTION	COMPONENT YIELD	BOM QUANTITY	ITEM SOURCE	QUANTITY *	UNITS	SCHEDULE	EFFECTIVE DATE	OBS
0 51131 86564 8	Box 18x18x16			Stock	2	EA	NT		
0 71662 06924 7	Crayons 24 Crayola			Stock	24	PK	NT		
0 73044 16009 2	Eraser Pink			Stock	24	EA	NT		
0 43100 33893 9	Folder Mead Fashion			Stock	24	EA	NT		
0 26000 00562 3	Stick Glue Elmer			Stock	24	EA	NT		
5 77332 00001 0	Insert ACE			Stock	1	SH	NT		
7 64608 01225 7	Markers			Stock	24	PK	NT		
2 64608 00559 4	Notebook Wide Ruled 70 Sheet			Stock	24	EA	NT		
7 64608 00763 7	Pencil #2 Yellow			Stock	24	PK	NT		
2 03300 16698 1	Pens Bic Rnd Stick Med Black			Stock	48	EA	NT		
0 26487 76350 4	Pouch Pencil			Stock	24	EA	NT		
7 64608 00336 1	Ruler 12"			Stock	24	EA	NT		
7 35854 96716 1	Scissors Pointed Tip			Stock	24	EA	NT		
0 73044 16002 3	Sharpeners			Stock	24	EA	NT		

ASSEMBLY BILL OF MATERIALS

SUPPLY A TEACHER 6 - 12 ITEM 5 77332 03000 0

Components ()								
DISPLAY COMPONENTS ON ☐ TRANSACTIONS				USE COMPONENT YIELD ☐				
ITEM*	DESCRIPTION	COMPONENT YIELD	BOM QUANTITY	ITEM SOURCE	QUANTITY*	UNITS	SCHEDULE	EFFECTIVE DATE
0 51131 86564 8	Box 18x18x16			Stock	2	EA	NT	
0 73044 16009 2	Eraser Pink			Stock	24	EA	NT	
0 43100 33893 9	Folder Mead Fashion			Stock	24	EA	NT	
7 35854 03884 7	Highlighter			Stock	24	EA	NT	
5 77332 00001 0	Insert ACE			Stock	24	SH	NT	
0 21200 53377 8	Note Post IT			Stock	48	PD	NT	
2 64608 00559 4	Notebook Wide Ruled 70 Sheet			Stock	24	EA	NT	
7 64608 00763 7	Pencil #2 Yellow			Stock	24	PK	NT	
0 71662 04024 6	Pencils Colored			Stock	24	PK	NT	
2 03300 16698 1	Pens Bic Rnd Stick Med Black			Stock	48	EA	NT	
0 26487 76350 4	Pouch Pencil			Stock	24	EA	NT	
7 64608 00336 1	Ruler 12"			Stock	24	EA	NT	
0 73044 16002 3	Sharpeners			Stock	24	EA	NT	

TRANSACTIONS

- Purchase Order
 - Receiving
- Sales Order
- Work Order
 - Pick, Pack, Ship
- Transfer Order
- Order Items
- Cycle Count

PURCHASE ORDER ENTRY

Purchase Order PO151 49 Depth Communications PENDING RECEIPT

[Save](#) [Reset](#) [Cancel](#) [Void](#) [Actions](#)

Primary Information

PO # PO151

* VENDOR 49 Depth Communications

SUBSIDIARY 49 Depth Communications

MEMO

* CLASS Logistics & Operations

* LOCATION Twin Cities Warehouse DC

* DATE 9/3/2020

RECEIVE BY DATE

* FORM KINF - Purchase Order

Summary

TOTAL	3,000.00
-------	----------

Items **Shipping** **Billing** **Relationships** **Communication** **Related Records** **System Information** **NS WMS**

Items 3,000.00 • Expense 0.00

[Add Multiple](#) [Clear All Lines](#) [Close Remaining Lines](#) [Show Files from Selected Line Item](#)

ITEM *	VENDOR NAME	QUANTITY	DESCRIPTION	RATE	AMOUNT	INVENTORY DETAIL	CONSTITUENT:PROJECT	CLASS	OPTIONS	BILLABLE	SRS #	WR #
1 92234 92094 3		50	Backpack Five Below	60.00	3,000.00							
<Type then tab>							<Type then tab>	<Type then tab>				

[Add](#) [Cancel](#) [Copy Previous](#) [Insert](#) [Remove](#)

[Save](#) [Reset](#) [Cancel](#) [Void](#) [Actions](#)

Zoom_cm_fvusi8k....exe

Show all

Class
Logistics for
orders
Mission Impact
for
Donations

PURCHASE ORDER CONFIRMATION

✓

Confirmation

Transaction successfully Saved

Purchase Order

PO151 49 Depth Communications

PENDING RECEIPT

Edit

Back

Receive

Close

Submit for Approval

Actions

←

→

List

Search

Customize

Drop files here. Click for more options.

Primary Information

PO # PO151

DATE 9/3/2020

VENDOR 49 Depth Communications

RECEIVE BY DATE

SUBSIDIARY Kids in Need Foundation

MEMO

CLASS Logistics & Operations

LOCATION Twin Cities Warehouse DC

Summary

TOTAL

3,000.00

Items

Shipping

Billing

Relationships

Communication

Related Records

System Information

NS WMS

Items 3,000.00 • Expense 0.00

ITEM	VENDOR NAME	QUANTITY	DESCRIPTION	RATE	AMOUNT	INVENTORY DETAIL	CONSTITUENT:PROJECT	CLASS	OPTIONS	BILLABLE	SRS #	WR #
1 92234 92094 3		50	Backpack Five Below	60.00	3,000.00							

Edit

Back

Receive

Close

Submit for Approval

Actions

Zoom_cm_fvusi8k....exe

Show all

×



RECEIVING VIA RF (HANDHELD)

SELECT PURCHASE ORDERS

 Select PO #

Open Purchase Orders  

PO #	VENDOR	LINES
PO151	49	1
PO150	748	3
PO145	23	1
PO144	638	1
PO138	105	1
PO130	598	2
PO120	20	1



RECEIVING PURCHASE ORDERS

SCAN/ENTER ITEM

 Enter Item 

SCAN/ENTER ITEM

ITEM	RECEIVED	REMAINING
<u>1 92234</u>	0	50 BX
<u>92094 3</u>		

☐  Show Completed

 Enter Item

RECEIVING PURCHASE ORDERS

ENTER QUANTITY

 Enter Quantity 

BACK ORDERED QUANTITY
0

QUANTITY REMAINING
50 BX

ENTER QUANTITY *



 Enter Quantity

RECEIVING PURCHASE ORDERS

ENTER BIN

 Enter Bin 

BACK ORDERED QUANTITY
0

SCAN/ENTER BIN

Display UOM: EACH  

BIN	QUANTITY
Inbound Stage Bin	77101.99992

 Enter Bin

RECEIVING PURCHASE ORDERS CONFIRMATION



PO Received



All items for **PO151** have been received and an item receipt has been posted successfully for this order.



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Main Menu

Receive Next PO

PUTAWAY PURCHASE ORDER ITEMS

 Enter Staging Bin/Item

SCAN/ENTER STAGING BIN/ITEM

Staging Bins  

STAGING BIN	ITEMS	QUANTITY
Inbound Stage Bin	12	84301.99992

 Enter Staging Bin/Item

PUTAWAY PURCHASE ORDER ITEMS

ENTER STAGING BIN/ITEM

 Enter Staging Bin/Item

SCAN/ENTER STAGING BIN/ITEM

Staging Bins  

STAGING BIN	ITEMS	QUANTITY
Inbound Stage Bin	12	84301.99992

 Enter Staging Bin/Item

PUTAWAY PURCHASE ORDER ITEMS

SCAN/ENTER ITEM

 Enter Item 

SCAN/ENTER ITEM

ITEM	QUANTITY
1 92234 92094 3	600 EA
INV 1049	7200 EACH
INV 4718	.99992 EACH
INV B15003	14976 Pack
INV B16008	14976 Each
INV B16009	15120 EACH
INV B17001	15120 Each
INV B17003	7440 Each

 Enter Item

PUTAWAY PURCHASE ORDER ITEMS

SCAN/ENTER ITEM

Enter Quantity

ENTER QUANTITY

EA

+

Expected Quantities

ITEM	QUANTITY
1 92234 92094 3	600 EA

1

2

3

-

4

5

6

,

7

8

9

✕

.

0

—

→

PUTAWAY PURCHASE ORDER ITEMS

SCAN/ENTER TO BIN

 Enter To Bin 

SCAN/ENTER TO BIN

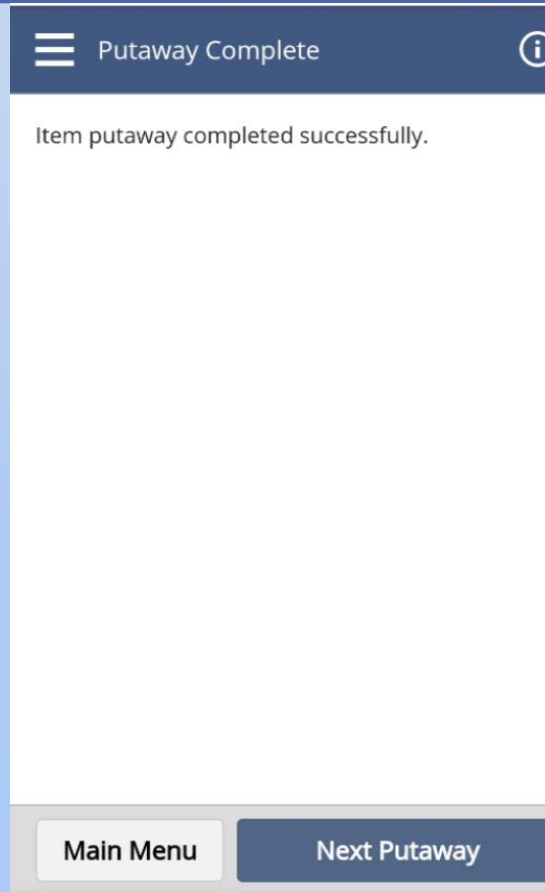
Display UOM: EA  

BIN	QUANTITY
D-102-B01	0
A-104-A01	0
A-105-A02	0
SRS-106-A02	0
A-107-A02	0
A-108-A01	0
A-108-A02	0
A-109-A02	0

 Enter To Bin

PUTAWAY PURCHASE ORDER ITEMS

PUTAWAY COMPLETE



SALES ORDER

Sales Order

Save

Cancel

Auto Fill

Reset

Actions

List Search Customize More

Drop files here. Click for more options.

Primary Information

CUSTOM FORMKINF - Quote

ORDER #To Be Generated

DONORA Dream Awaits, Inc. 001U00000gkj5tIAA

DATE9/4/2020

STATUSPending Approval

START DATE9/4/2020

END DATE9/10/2020

PO #

MEMO

SUBSIDIARYKids in Need Foundation

CREATED DATE

LAST MODIFIED DATE

DOCUMENT DATE

Summary

SUBTOTAL	0.00
DISCOUNT ITEM	0.00
TAX TOTAL	0.00
SHIPPING COST	0.00
GIFT CERTIFICATE	0.00
TOTAL	0.00

Classification

LOCATIONTwin Cities Warehouse DC

OPPORTUNITY<Type then tab>

ORDER TYPE

ItemsPromotionsShippingBillingRelationshipsCommunicationCustomPledge ScheduleNS WMS PQS

DISCOUNT ITEM

RATE

ENABLE ITEM LINE SHIPPING

Add MultipleUpsell ItemsClear All Lines

ITEM*	QUANTITY	ITEM SUBSTITUTION	ORIGINAL ITEM	INVENTORY DETAIL	DESCRIPTION	RATE	AMOUNT	TAX CODE*	TAX RATE	DROP SHIP / CREATE PO	CLASS	OPTIONS	GIFT CERTIFICATE	REVENUE TYPE	REVENUE SUBTYPE	TIME RESTRICTION
5 77332 01000 2	4		<Type then tab>		Backpack	50.00	200.00	-Not Taxable-	0.0%		<Enter first few letters then tab>			<Type then tab>	<Type then tab>	2020

Add

Cancel

Copy Previous

Insert

Remove



SALES ORDER CONFIRMATION

Confirmation

Transaction successfully Saved

Sales Order

SO1016

A Dream Awaits, Inc. 001U000000gkj5tlAA

PENDING APPROVAL

Edit

Back

Approve

Cancel Order

Create Deposit

Actions

Drop files here. Click for more options.

Primary Information

ORDER #

SO1016

PO #

DONOR

A Dream Awaits, Inc.
001U000000gkj5tlAA

MEMO

DATE

9/4/2020

SUBSIDIARY

Kids in Need Foundation

START DATE

9/4/2020

CREATED DATE

9/4/2020

END DATE

9/10/2020

LAST MODIFIED DATE

9/4/2020

DOCUMENT DATE

Summary

SUBTOTAL

200.00

DISCOUNT ITEM

TAX TOTAL

0.00

SHIPPING COST

0.00

GIFT CERTIFICATE

TOTAL

200.00

Classification

LOCATION

Twin Cities Warehouse DC

ORDER TYPE

OPPORTUNITY

Items

Promotions

Shipping

Billing

Relationships

Communication

Related Records

System Information

Custom

Pledge Schedule

NS WMS

POS

DISCOUNT ITEM

ENABLE ITEM LINE

☐

SHIPPING

ITEM

COMMITTED

PICKED

PACKED

FULFILLED

INVOICED

BACK ORDERED

QUANTITY

ORIGINAL ITEM

INVENTORY DETAIL

DESCRIPTION

RATE

AMOUNT

TAX CODE

TAX RATE

DROP SHIP / CREATE PO

CLASS

OPTIONS

GIFT CERTIF

5 77332

0

0

0

0

0

4

Backpack

50.00

200.00

-Not Taxable-

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SALES ORDER APPROVAL

Approve Sales Orders

Submit

Reset

SUPERVISOR

<Type then tab>

AMOUNT 200.00

FILTERS

SELECT ORDER NUMBER

DATE

All

FROM

TO

Customize

☐	DATE ▾	ORDER #	DONOR/PROJECT NAME	SALES REP	MEMO	ORDER TOTAL	CC NO	CC EXP. DATE	CC STATUS	ORDER TYPE	PAYMENT METHOD	SECURITY MATCH
☒	9/4/2020	SO1016	A Dream Awaits, Inc. 001U0000000gkj5tIAA			200.00				Invoice		

Submit

Reset

SALES ORDER APPROVAL CONFIRMATION



Confirmation

Sales Order successfully Approved

WORK ORDER CREATION

WORK ORDER HANDHELD (RF) PROCESSING PICKING

WORK ORDER HANDHELD (RF) PROCESSING PACKING

WORK ORDER HANDHELD (RF) PROCESSING SHIPPING

TRANSFER ORDER

WAREHOUSE INVENTORY REPLENISHMENT

ORDER ITEMS SELECT LOCATION,VENDOR, ITEMS

Order Items

More

Submit

Reset

* LOCATION

Twin Cities Warehouse DC

* VENDOR

657 Amazon.com

INCLUDE ITEMS WITH NO PREFERRED VENDOR

INCLUDE ITEMS WHERE VENDOR IS NOT PREFERRED

PARENT ITEM

MINIMUM QUANTITY

TO BE PRINTED

TO BE EMAILED

TO BE FAXED

TOTAL

2,084.00

Customize

☐	DEPARTMENT	CLASS	ITEM #	DESCRIPTION	VENDOR	UNITS	AVAILABLE	BACK ORDERED	ON ORDER	REORDER POINT	PREFERRED STOCK LEVEL	QUANTITY	RATE	TOTAL
☒			0 21200 53377 8	Note Post IT	657 Amazon.com	PD	0	0	0	112	560	560	1.00	560.00
☒			0 26000 00562 3	Stick Glue Elmer	657 Amazon.com	EA	0	0	0	144	864	864	0.15	129.60
☒			0 43100 33893 9	Folder Mead Fashion	657 Amazon.com	EA	0	0	0	144	288	288	0.15	43.20
☒			0 71662 04024 6	Pencils Colored	657 Amazon.com	PK	0	0	0	144	288	288	0.44	126.72
☒			2 03300 16698 1	Pens Blc Rnd Stick Med Black	657 Amazon.com	EA	0	0	0	360	720	720	0.03933333	28.32
☒			7 35854 03884 7	Highlighter	657 Amazon.com	EA	0	0	0	128	256	256	0.65	166.40
☒			7 64608 00336 1	Ruler 12"	657 Amazon.com	EA	0	0	0	144	288	288	0.59	169.92
☒			7 80500 01049 1	Pouch Pencil	657 Amazon.com	EA	0	0	0	144	288	288	0.65	187.20
☒			0 26487 76350 4	Pouch Pencil	657 Amazon.com	EA	0	0	0	144	288	288	0.69	198.72
☒			0 71662 06924 7	Crayons 24 Crayola	657 Amazon.com	PK	0	0	0	144	560	560	0.44	246.40
☒			2 64608 00559 4	Notebook Wide Ruled 70 Sheet	657 Amazon.com	EA	0	0	0	288	1,152	1,152	0.03916667	45.12
☒			7 35854 96716 1	Scissors Pointed Tip	657 Amazon.com	EA	0	0	0	240	480	480	0.38	182.40



WAREHOUSE INVENTORY REPLENISHMENT PROCESSED PURCHASE ORDER

**Confirmation**
Transaction successfully Saved

Processed Purchase Orders

Refresh

OK

NAME	STATUS	NUMBER	AMOUNT	APPROVAL STATUS	ERROR MESSAGE
657 Amazon.com	Not Started				
Total					

WAREHOUSE INVENTORY REPLENISHMENT PURCHASE ORDER – WAITING RECEIVING

Purchase Order

PO152

657 Amazon.com

APPROVED BY SUPERVISOR/PENDING RECEIPT

Edit

Back

Receive

Close

Submit for Approval

Actions

←

→

List

Search

Customize

Drop files here. Click for more options.

Primary Information

PO # PO152

DATE 9/9/2020

VENDOR 657 Amazon.com

RECEIVE BY DATE

SUBSIDIARY Kids in Need Foundation

MEMO

CLASS

LOCATION Twin Cities Warehouse DC

Summary

TOTAL2,084.00

ItemsShippingBillingRelationshipsCommunicationRelated RecordsSystem InformationNS WMS

Items 2,084.00 • Expense 0.00

ITEM	VENDOR NAME	QUANTITY	DESCRIPTION	RATE	AMOUNT	INVENTORY DETAIL	CONSTITUENT:PROJECT	CLASS	OPTIONS	BILLABLE	SRS #	WR #	HISTORY
0 21200 53377 8	657 Amazon.com	20	Note Post IT	28.00	560.00								History
0 26000 00562 3	657 Amazon.com	1	Stick Glue Elmer	129.60	129.60								History
0 43100 33893 9	657 Amazon.com	2	Folder Mead Fashion	21.60	43.20								History
0 71662 04024 6	657 Amazon.com	2	Pencils Colored	63.36	126.72								History
2 03300 16698 1	657 Amazon.com	2	Pens Bic Rnd Stick Med Black	14.1599988	28.32								History
7 35854 03884 7	657 Amazon.com	8	Highlighter	20.80	166.40								History
7 64608 00336 1	657 Amazon.com	2	Ruler 12"	84.96	169.92								History
7 80500 01049 1	657 Amazon.com	2	Pouch Pencil	93.60	187.20								History
0 26487 76350 4	657 Amazon.com	2	Pouch Pencil	99.36	198.72								History
0 71662 06924 7	657 Amazon.com	23.33333	Crayons 24 Crayola	10.56	246.40								History
2 64608 00559 4	657 Amazon.com	8	Notebook Wide Ruled 70 Sheet	5.6400005	45.12								History
7 35854 96716 1	657 Amazon.com	2	Scissors Pointed Tip	91.20	182.40								History

Edit

Back

Receive

Close

Submit for Approval

Actions



CYCLE COUNT

CREATE CYCLE COUNT PLAN – AISLE A

Cycle Count Plan← → List Search

Aisle A

EditBackPrintAdd Actions

PLAN NAME Aisle A

INACTIVE ☐

SUBSIDIARY Kids in Need Foundation

LOCATION Twin Cities Warehouse DC

DEPARTMENT

CLASS

MEMO

ACCOUNT 5840.0080 In-Kind : Valuation

Adjustment : Inventory Count Account

ASSIGNED TO

Drop files here. Click for more options.

Items

ITEM CLASSIFICATION

ITEM FAMILY

ITEM GROUP

USE ITEM FREQUENCY ☐

ITEM

Bins

ZONES

COUNT BIN ROWS WITH ZERO QUANTITY ☐

WMS AISLE A

Sort Rows by Bin ☐

BINS

FilesWorkflow

ATTACH EXISTING FILES

AttachNew File

ATTACHED FILES	FOLDER	SIZE (KB)	LAST MODIFIED	DOCUMENT TYPE	REMOVE	EDIT	DOWNLOAD
No records to show.							

EditBackPrintAdd Actions



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CYCLE COUNT

CREATE CYCLE COUNT PLAN – WAREHOUSE ZONE

Cycle Count Plan

Warehouse Zone

EditBack

 Actions

PLAN NAME Warehouse Zone

DEPARTMENT

ACCOUNT 5840.0080 In-Kind : Valuation

INACTIVE ☐

CLASS

Adjustment : Inventory Count Account

SUBSIDIARY Kids in Need Foundation

MEMO

ASSIGNED TO

LOCATION Twin Cities Warehouse DC

Items

ITEM CLASSIFICATION

ITEM FAMILY

ITEM GROUP

USE ITEM FREQUENCY ☐

ITEM

Bins

ZONES Warehouse

WMS AISLE

BINS

COUNT BIN ROWS WITH ZERO QUANTITY ☒

SORT ROWS BY BIN ☐

FilesWorkflow

ATTACH EXISTING FILES

AttachNew File

ATTACHED FILES	FOLDER	SIZE (KB)	LAST MODIFIED	DOCUMENT TYPE	REMOVE	EDIT	DOWNLOAD
No records to show.							

EditBack

 Actions



**KIDS IN NEED
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CYCLE COUNT

CREATE CYCLE COUNT PLAN – WAREHOUSE ZONE

Generate Cycle Count Plan

More

Display

* PLAN NUMBER

Warehouse Zone

COUNT START DATE

9/11/2020

COUNT END DATE

9/9/2020



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CYCLE COUNT

MARK ALL – GENERATE AND RELEASE

Cycle Count Generation and Release

Generate & Release

PLAN NUMBER Warehouse Zone ASSIGNED TO <Type then tab>

SELECT ORDERS 1 to 30

Items

Mark All **Unmark All**

CONFIRM	BIN	ITEM
☐	A-000-A01	INV k1000
☐	A-000-A01	INV 2227
☐	A-100-A01	INV 4718
☐	A-100-A02	INV 33893
☐	A-101-A01	INV 559
☐	A-101-A02	INV 16698
☐	A-102-A01	INV B17004
☐	A-102-A02	INV 336
☐	A-103-A01	INV 763
☐	A-103-A02	INV 31919
☐	A-103-A02	INV 763
☐	A-104-A01	INV 763
☒	A-104-A01	0 21200 53377 8
☐	A-104-A02	INV 2053
☐	A-105-A01	INV 40985
☐	A-105-A01	INV B16009
☒	A-105-A02	0 26000 00562 3
☐	A-105-A02	INV 40985
☐	A-106-A01	INV 76350
☐	A-106-A02	INV 107
☒	A-107-A01	INV 2227
☐	A-107-A02	0 26487 76350 4

CYCLE COUNT

MARK ALL – GENERATE AND RELEASE

Cycle Count success

New Cycle Count

Start Count



Confirmation

Cycle Count record created successfully



**KIDS IN NEED
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CYCLE COUNT

CONFIRM INVENTORY COUNT – START COUNT

 **Confirmation**
Transaction successfully Saved

 **Inventory Count** 

List Search

18 **OPEN**

[Edit](#) [Back](#) [Start Count](#)  **Actions**

 You do not have access to Documents and Files.

BEFORE STARTING THE COUNT, COMPLETE ANY PENDING TRANSACTIONS THAT AFFECT THE INVENTORY OF THE LISTED ITEMS.

TRANSACTION NUMBER INVCOUNT18

SUBSIDIARY Kids in Need Foundation

LOCATION Twin Cities Warehouse DC

DEPARTMENT

CLASS

REF. NO. 18

DATE 9/10/2020

ACCOUNT 5840.0080 In-Kind : Valuation
Adjustment : Inventory Count Account

MEMO

FUND/PROGRAM

GRANT

RESTRICTION

FUNCTIONAL EXPENSE

[Items](#) [History](#) [Workflow](#) [Custom](#) [NS WMS](#) [Pledge Schedule](#)

ITEM	BIN	UNITS	COUNT QUANTITY	COUNT DETAIL	RATE	MEMO
0 21200 53377 8	A-104-A01	PD			1.00	
0 26000 00562 3	A-105-A02	EA			0.15	
INV 2227	A-107-A01	EA			0.49	
0 43100 33893 9	A-108-A01	EA			0.15	
0 71662 04024 6	A-108-A02	PK			0.44	
0 71662 06924 7	A-109-A02	PK			0.45	
0 21200 53377 8	A-110-A01	PD			0.99	

[Edit](#) [Back](#) [Start Count](#)  **Actions**