Receiving with Lots Report Training Guide

This guide will help with navigation of the Longtail WMS – Receiving Report

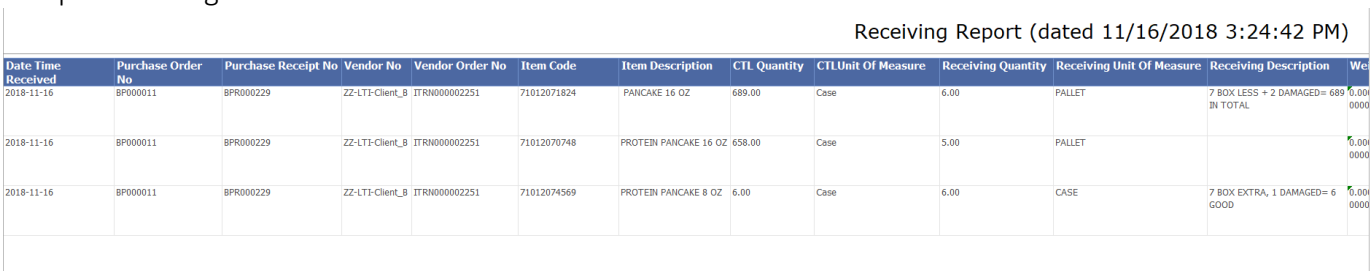
How do I get this File?

Contact your Account Manager to set-up delivery to an FTP site or to have the report emailed to you at your desired frequency (daily, weekly, etc).

What's Included in the File?

The Receiving file is as an acknowledgement providing detailed information about what is being received into Longtail.

Sample File image:



Receiving Report (dated 11/16/2018 3:24:42 PM)

Date Time Received	Purchase Order No	Purchase Receipt No	Vendor No	Vendor Order No	Item Code	Item Description	CTL Quantity	CTLUnit Of Measure	Receiving Quantity	Receiving Unit Of Measure	Receiving Description	We
2018-11-16	BP000011	BPR000229	ZZ-LTI-Client_B	ITRN000002251	71012071824	PANCAKE 16 OZ	689.00	Case	6.00	PALLET	7 BOX LESS + 2 DAMAGED= 689 IN TOTAL	0.00 0000
2018-11-16	BP000011	BPR000229	ZZ-LTI-Client_B	ITRN000002251	71012070748	PROTEIN PANCAKE 16 OZ	658.00	Case	5.00	PALLET		0.00 0000
2018-11-16	BP000011	BPR000229	ZZ-LTI-Client_B	ITRN000002251	71012074569	PROTEIN PANCAKE 8 OZ	6.00	Case	6.00	CASE	7 BOX EXTRA, 1 DAMAGED= 6 GOOD	0.00 0000

What data is communicated in the file?

Date Time Received	Date Shipment is received into Longtail
Purchase Order No	Longtail Internal Receiving number
Purchase Receipt No	Longtail Internal Receiving number
Vendor No	Longtail's Internal Client ID
Vendor Order No	Client's Reference
Item Code	Item Number (usually UPC Code)
Item Description	Item Description

CTL Quantity	Quantity Received
CTL Unit Of Measure	Unit of Measure Received (usually box or case)
Receiving Quantity	Quantity Received
Receiving Unit Of Measure	Unit of Measure Received (usually pallet or case)
Receiving Description	Client's internal item number
Weight	UOM weight per piece
Lot Nos	Client's Lot number
Expiration	Expiration date of product
Product Group Code	Longtail's Internal Client ID
Item Line Comment	Any comments about specific product noted
Posting Comment	Any comments about non-conforming product or damages noted
Receipt Indicator	Was an ASN received? Is the product conforming or non-conforming?
Qty on Box	Is the quantity visible on the box?
Labeled w Item No	Is the box/case labeled correctly?