



Triumph|ERP



Integrated software solutions to help your business grow.

Triumph Sales Order Entry/Standing Order Course Outline

This course runs through the 'basics' of the Sales Order module, then looks into the more advanced features and interfaces with other modules. It is suitable for beginners to the Sales Order module as well as those who have been using it for a while. The attendee will be given an insight on the possibilities of sales ordering.

Purpose

Aims to provide participants with the skills needed to make sales using Triumph's Sales order module.

Audience

Aimed at a Triumph user that wants to improve their knowledge of the Sales order module.

Pre-requisites

Completed Triumph Introduction & General Knowledge course, or has prior experience with the program.

Basics:

- Introduction
- Sales order cycle: Enter a sales order; print picking slips; confirm picked quantities; print delivery dockets; Create invoices
- Sales order entry and quote entry – converting quotes; different line types

Advanced features and interface with other modules:

- Paperless picking overview
- Advanced order entry features
- Order deposits
- Direct Debit Payment
- Backorder cycle
 - ✓ back-order release; back-to-back ordering with purchase requisitions
- Standing orders
 - ✓ Sales order setup options
- Multi-location/division transfers – stock requisitions
- Debtor maintenance – working with delivery codes
- Emailing orders and invoices
- Interaction with other modules:
- Inventory overview – discounts; warranties; bill of materials; pricing; catalogues
- Point of sale overview – creating a sales order through point of sale
- eCommerce overview – having your customers create their own orders through a web interface
- GL overview – Tax codes and the BAS

Sales analysis overview – Viewing sales figures from different perspectives

- General data entry tips for the latest version of Triumph