

A RETAILER'S BEST FRIEND.



Using Committed

Version 8

<https://youtu.be/X2aEzvBXMSE>

The committed feature allows you to quickly see if an item is on a Purchase order, Transfer order or a Sales order.

To view the Committed window:

1. Insure you are in inventory Item View. Highlight the item you want to look at, then click the COMMITTED button on the side menu.

The screenshot shows the 'Retail Pro Merchant Edition' window with the 'Inventory [900]' view. The main table lists various items with columns for Item#, Vend Code, Desc 1, Desc 2, Attr, Size, Inven PS, Cost, Ord CS, Mrg%, Margin \$, Tax, Max Disco..., and Inven PS*. Item 109 is highlighted in blue. On the right side, the 'Committed' button is selected in the side menu.

Item#	Vend Code	Desc 1	Desc 2	Attr	Size	Inven PS	Cost	Ord CS	Mrg%	Margin \$	Tax	Max Disco...	Inven PS*
108	KEE	1007970 BRN S-T FLINT LOW	06 MALCOLM S.-SHEF...	EE	12	105.03	55.00	55.00	48	50.03	Taxable	0	120.0
109	KEE	1007970 BRN S-T FLINT LOW	06 DERECK H.-SHEFFE...	D	10	105.03	55.00	55.00	48	50.03	Taxable	0	120.0
110	KEE	1007976 BRN 6 S-T MILWAULKEE		EE	10.5	154.05	80.00	80.00	48	74.05	Taxable	0	176.0
111	CAR	101745-412 NV MANDAN LS PLAID	BR TABCO-MARK	REG	LG	29.76	25.00	25.00	16	4.76	Taxable	0	34.0
112	CAR	101959-235 LT BRN BUTTON S/S	BR TABCO-MARK	REG	LG	18.38	15.00	15.00	18	3.38	Taxable	0	21.0
113	CAR	100632-472 N NAVY RAIN DEFND	BR WEARMAGIC	REG	MD	46.39	39.00	39.00	16	7.39	Taxable	0	53.0
114	DG	LEATHER GLOVES 2015	W/PURCHASE OF DG ...			15.75	5.00	5.00	68	10.75	Taxable	0	17.0
115	DG	2015 FLEECE DG BLANKETS	W/PURCHASE OF DG ...			15.75	5.00	5.00	68	10.75	Taxable	0	17.0
116	CAR	100393-412 NAVY L/S T	BR TABCO-MARK	REG	LG	18.38	15.00	15.00	18	3.38	Taxable	0	21.0
117	CAR	100617-472 NEW NV ZIP HD SW	BR TABCO-MARK	REG	LG	42.01	36.00	36.00	14	6.01	Taxable	0	48.0
118	CAR	100617-472 NEW NV ZIP HD SW	BR TABCO-MARK	REG	XL	42.01	36.00	36.00	14	6.01	Taxable	0	48.0
119	CAR	100617-472 NEW NV ZIP HD SW	BR TABCO-MARK	REG	XXL	42.01	36.00	36.00	14	6.01	Taxable	0	48.0
120	CAR	K503-BLK 1/4 ZIP MOCK SWEAT	BR TABCO-MARK	REG	LG	28.88	24.00	24.00	17	4.88	Taxable	0	33.0
121	CAR	K503-BLK 1/4 ZIP MOCK SWEAT	BR TABCO-MARK	REG	XL	28.88	24.00	24.00	17	4.88	Taxable	0	33.0
122	CAR	K503-BLK 1/4 ZIP MOCK SWEAT	BR TABCO-MARK	REG	XXL	28.88	24.00	24.00	17	4.88	Taxable	0	33.0
123	CAR	K503-OLV 1/4 ZIP MOCK SWEAT	BR TABCO-MARK	REG	LG	28.88	24.00	24.00	17	4.88	Taxable	0	33.0
124	HH	DH9760	03 JESSE CHAPMAN	EE	11.0	248.58	130.00	0.00	48	118.58	Taxable	0	284.0
125	UAR	1275045-001 TANK	04 RAE JEAN		XL	14.00	11.87	11.87	15	2.13	Taxable	0	16.0
126	UAR	1275045-090 TANK	04 RAE JEAN		XL	14.00	11.87	11.87	15	2.13	Taxable	0	16.0
127	UAR	1275045-100 TANK	04 RAE JEAN		XL	14.00	11.87	11.87	15	2.13	Taxable	0	16.0
128	UAR	1273504-001 SPORT BRA	04 RAE JEAN		LG	14.00	11.87	11.87	15	2.13	Taxable	0	16.0
129	UAR	1271835-488 FISH T	04 RAE JEAN		MD	16.63	14.25	14.25	14	2.38	Taxable	0	19.0
130	SP	39-720 RACE INSOLES	04 RAE JEAN		8/9	20.13	17.50	17.50	13	2.63	Taxable	0	23.0

You will see this window popup:

Committed - Store 900 [Item #109]

Location 900: 0

COMMITTED				
Source	Qty	Plan Avail	O/H Avail	When
Total Committed:		None		

INCOMING				
Document	Qty	Plan Avail	O/H Avail	When
PO # 12116-SHEFFER	1	1	1	1/21/2016
Total Incoming:		1	1	1/21/2016

Next available: 1 Current

Lead time (days): 0

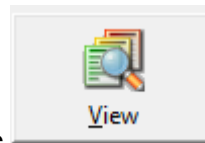
O/H other locations: 0

2. Orders for the default location are displayed. If you want to see All orders for COMPANY, press the COMPANY button.



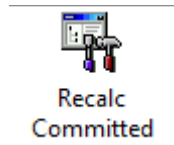
3. In the upper half of the window you will see any sales OR outgoing transfer orders pending for this item and the date expected.

In the lower half you will see any purchase OR incoming transfer orders that are pending for this item and the date expected.



4. If you want to view either any order, highlight the document and click the View Button. This will show you the form view of the document, when you are ready to exit the document, press <ESC>.

5. PLEASE NOTE: if the COMMITTED values do not look correct, they can be recalculated using the RECALC COMMITTED utility. You will find this under TOOLS>MORE from the main menu.



6. Click on the RECALC COMMITTED button, and wait for the program to finish.