K8 Summary factsheet

Kerridge Commercial Systems

K8 eReceipts - Key Functionality Summarised

The mobile application (app) which allows a user to book in stock receipts from purchase orders.

Introduction

The K8 eReceipts app, designed for use within a K8 standard branch (non WMS), enables a user to select a purchase order and to confirm receipt of expected lines from that purchase order. It allows for the receipt of various types of product, including:

- Normal products – products that do not require any extra detail to be captured beyond the product and quantity received

- Batch tracked products – the user will be required to capture batch details for the receipt

- Serialised products – the user will be required to capture serial number details for each individual product

- Tally products – normally associated with timber, the user will be required to capture of the tally breakdown if this is mandated for the product

Supported Operating Systems and operating requirements:

Android

- Android 4.4 (Kit Kat) or higher

- Camera (barcode scanning and image capture)

- Photos/Media/Files permission (optional, gallery /camera roll access)

iOS

- iOS 9 or higher

- Camera (barcode scanning and image capture)

Key application features include:

- Allow for the selection of the relevant purchase order by the user within the app. A single purchase order may be processed by the user at any one time.

- Enable multiple users to book in a single purchase order

- Highlight exceptions (e.g. over/under-receipt) to branch staff so that they may resolve. Note that over-receipted lines will not be booked into stock via the app, a notification will be issued to the back office and a suitably authorised user will process the line directly within K8. Lines that have been under-receipted will be booked in to stock via the app and a notification created for information purposes.

- The application will operate in both online and offline modes

Selection of the purchase order to receive and confirmation of receipt require the application to be online.

If goods received match both the supplier's advice document and the purchase order, goods will be booked into stock upon completion of the receipt within the app. Any discrepancies will be captured and will notified to the back office and may then be processed using standard K8 functionality.

Although the initial purchase order identification and final receipt confirmation will require the app to be online, the receipt of order lines will work offline. Products will be identified by either the part number, supplier's part number or related product barcode.

The user can select the product from a list of purchase order lines or key/scan the product(s) or barcode. If scanned, the quantity of the product to be received will be incremented.

Once selected, the user may confirm the receipt of goods within the app. Batch/serial numbers and tally will be captured if mandatory for the product.

Back office users will be notified of any exceptions. Where the receipt is greater than the allowable quantity, as per the K8 configuration rules, then the line receipt will not be updated automatically within K8.

Upon confirmation of the purchase receipt, the user will be presented with a display of the lines that have been received and the respective quantities. They will then be presented with a listing of the products and the bin locations that the product should be placed in, as specified on the branch stock record for each product.

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