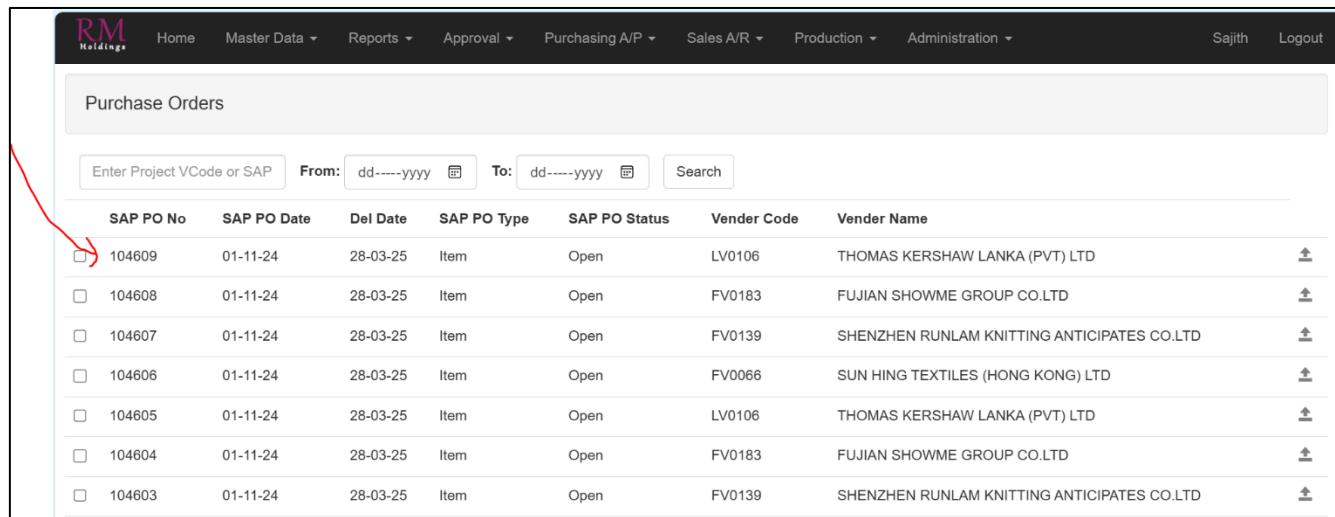


How to generate the Barcode through the SAP Purchase Order

In this Add-on has a facility to generate barcodes related to the items in the Purchase Order before it takes into the stocks.

1st by referring to the Purchase Order, the PO number is important to get the item details and to decide what needs to be printed in the Barcode Sticker.

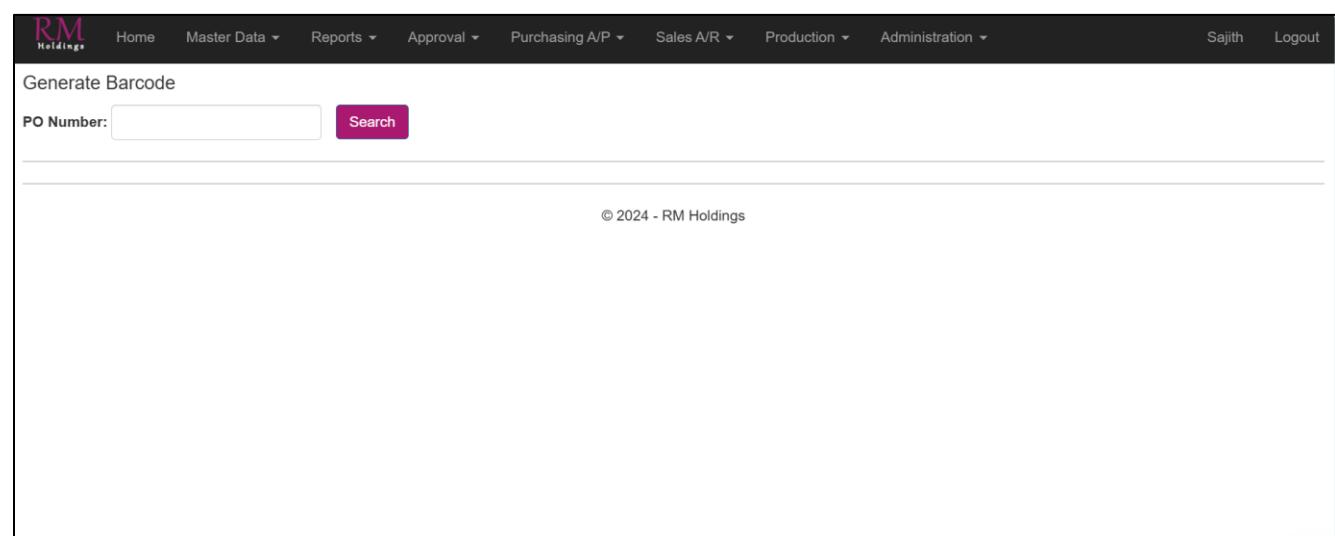
Go to the SAP Purchase Orders under the Purchasing AP in the Add-on and copy the PO Number or remember the PO number.



The screenshot shows the SAP Purchase Orders screen. At the top, there is a search bar with fields for 'Enter Project VCode or SAP', 'From: dd----yyyy', 'To: dd----yyyy', and a 'Search' button. Below the search bar is a table with the following columns: SAP PO No, SAP PO Date, Del Date, SAP PO Type, SAP PO Status, Vendor Code, and Vendor Name. There are 8 rows of data, each with a checkbox in the first column. A red arrow points to the checkbox for the first row (PO 104609). The data in the table is as follows:

SAP PO No	SAP PO Date	Del Date	SAP PO Type	SAP PO Status	Vendor Code	Vendor Name
104609	01-11-24	28-03-25	Item	Open	LV0106	THOMAS KERSHAW LANKA (PVT) LTD
104608	01-11-24	28-03-25	Item	Open	FV0183	FUJIAN SHOWME GROUP CO.LTD
104607	01-11-24	28-03-25	Item	Open	FV0139	SHENZHEN RUNLAM KNITTING ANTICIPATES CO.LTD
104606	01-11-24	28-03-25	Item	Open	FV0066	SUN HING TEXTILES (HONG KONG) LTD
104605	01-11-24	28-03-25	Item	Open	LV0106	THOMAS KERSHAW LANKA (PVT) LTD
104604	01-11-24	28-03-25	Item	Open	FV0183	FUJIAN SHOWME GROUP CO.LTD
104603	01-11-24	28-03-25	Item	Open	FV0139	SHENZHEN RUNLAM KNITTING ANTICIPATES CO.LTD

2nd Go to the Purchasing AP and Click the Barcode Generation.



The screenshot shows the Generate Barcode screen. At the top, there is a search bar with a field for 'PO Number:' and a 'Search' button. Below the search bar is a copyright notice: '© 2024 - RM Holdings'.

3rd Here you can enter or paste the PO Number and Search for the PO Item's Details

PO.No	Item Group	Item Code	Item Name	Project	Number Of Copies	Reason
<input type="checkbox"/> 104554	Fabric Solid	FBS18727	HYX11237 85% POLYESTER 15% SPANDEX 40D 150CM C/W 200GSM WILD DOVE	ZV000012	1	Reason not required
<input type="checkbox"/> 104554	Fabric Solid	FBS18727	HYX11237 85% POLYESTER 15% SPANDEX 40D 150CM C/W 200GSM WILD DOVE	ZV000012	1	Reason not required

4th Now you can refer to the items and decide what to be selected for printing at the Barcodes. Here you can enter number of “Barcode Sticker Copies” under the Number of Copies field in the window.

And you put a tick on left hand side selection box.

PO.No	Item Group	Item Code	Item Name	Project	Number Of Copies	Reason
<input checked="" type="checkbox"/> 104554	Fabric Solid	FBS18727	HYX11237 85% POLYESTER 15% SPANDEX 40D 150CM C/W 200GSM WILD DOVE	ZV000012	1	Reason not required
<input checked="" type="checkbox"/> 104554	Fabric Solid	FBS18727	HYX11237 85% POLYESTER 15% SPANDEX 40D 150CM C/W 200GSM WILD DOVE	ZV000012	2	Reason not required

5th Finally press the Add button to start the print job.

Now you can see the Barcode and its printing stage.



Now you can finalize the print by pressing the Print button and the Barcode will be printed. Before you press the print button make sure the right printer has been selected.

Finally, Add-on gives a message of print job has been done.

6th If you require another print of the barcode due to the “Printing Error” or “Mistake” then you have to start a new print job and select the reason for the new print. Without selecting the reason, the system doesn’t allow to take a second print.

