

# Introduction to MS Dynamics

**NAV XXVIII.** (Reservations-basics)

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# Reservation-benefits

- Required items are not used for different operations (unexpected sales or consumption in production)
- Due date performance is higher because either production managers or salesperson have in the right time exactly what they need.

# Reservations

Sales Order.

Description	Quantity	Location Code	Unit of Measure Code	Qty. to Ship	Reserved Quantity	Qty. to Invoice	Requested Delivery Date
250MB Disks/2pack	250	BLUE	PCS	250	250	250	

Reservation entries

Reservation Status	Item No.	Location Code	Quantity (Base)	Reserved For	Reserved From	Entry No.	Transfer... from Ent...
Reservation	80214	BLUE	-100	Sales Order 1019	Item Ledger Entry 389	56	0
Reservation	80214	BLUE	-150	Sales Order 1019	Purchase Order 106049	57	0

# Item card

S1 Seat\_SIZE\_XXL - Item Card

General Invoicing Replenishment Planning Foreign Trade Item Tracking E-Commerce Warehouse

No. . . . . S1    Search Description . . . SEAT\_SIZE\_XXL

Description . . . . . Seat\_SIZE\_XXL    Inventory. . . . . 0

Base Unit of Measure . . . PCS    Qty. on Purch. Order . . . 0

Bill of Materials . . . . .     Qty. on Prod. Order . . . 0

Shelf No. . . . .    Qty. on Component Lines    0

Automatic Ext. Texts . . .     Qty. on Sales Order . . . 0

Created From Nonstoc...     Qty. on Service Order . . . 0

Item Category Code. . . MISC    Service Item Group . . .

Product Group Code. . . SUPPLIERS    Blocked . . . . .

Last Date Modified . . . . . 03.12.14

Item Purchases Functions Help

Work Date

Work Date . . . . . 03.12.14

OK Cancel Help

# Item card-Planning tab

S1 Seat\_SIZE\_XXL - Item Card

General Invoicing Replenishment **Planning** Foreign Trade Item Tracking E-Commerce Warehouse

Reordering Policy . . . . Fixed Reorde...  
Include Inventory . . . .   
Reserve . . . . . Optional  
Order Tracking Policy . . . . None  
Stockkeeping Unit Exists .   
Critical . . . . .

Reorder Cycle. . . . . 1W  
Safety Lead Time . . . .  
Safety Stock Quantity . . . . 0  
Reorder Point. . . . . 0  
Reorder Quantity . . . . 0  
Maximum Inventory . . . . 0  
Minimum Order Quantity . . . . 0  
Maximum Order Quantity . . . . 0  
Order Multiple. . . . . 0

Item Sales Purchases Functions Help

# Purchase Order 1 and 2

Purchase Order header 1 (was delivered 3.12.2014)

Type	No.	Description	Location Code	Quantity	Reserved Quantity	Unit of Measure ...	Direct Unit Cost Excl. VAT	Line Amount Excl. VAT	Line Disc	Item Information
*▶ Item	S1	Seat_SIZE_XXL	BLUE	10		PCS	8,00	80,00		<ul style="list-style-type: none"> <li>Item Card </li> <li>Availability (0)</li> <li>Purchase Prices (0)</li> <li>Purchase Line Di... (0)</li> </ul>



Purchase Order header 2 (will be delivered 5.12.2014)

Type	No.	Description	Location Code	Quantity	Reserved Quantity	Unit of Measure ...	Direct Unit Cost Excl. VAT	Line Amount Excl. VAT	Line Disc	Item Information
Item	S1	Seat_SIZE_XXL	BLUE	12		PCS	8,00	96,00		<ul style="list-style-type: none"> <li>Item Card </li> <li>Availability (22)</li> <li>Purchase Prices (0)</li> <li>Purchase Line Di... (0)</li> </ul>



3.12.  
Inventory

5.12.  
PO Planned Receipt

10.12. SO  
Date of Delivery

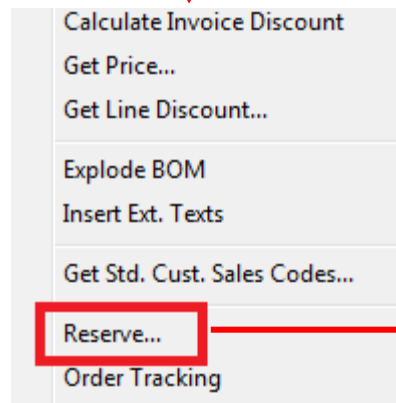
# Reservations (SO-PO)

## Sales Order header (Shipment planned to 10.12.2014)

Type	No.	Description	Location Code	Reserved Quantity	Quantity	Unit of Measu...	Unit Price Excl. VAT	Line Amount Excl. VAT	Line Disco...	Qty. to Ship	Quantity Shipped	Qty. to Invoice	Item Information
Item	S1	Seat_SIZE XXL	BLUE	15		PCS	12,00	180,00		15		15	<ul style="list-style-type: none"><li>Item Card (7)</li><li>Availability (0)</li><li>Substitutions (0)</li><li>Sales Prices (0)</li><li>Sales Line Qi... (0)</li></ul>



10 (stock) + 12(PO) =22 and 22-15 (SO)=7



# Reservations (SO-PO)

Order 1031 S1 - Reservation

General Filters

Item No. . . . . S1 Quantity to Reserve. . . 15  
Shipment Date . . . . . 10.12.14 Reserved Quantity . . . 0  
Description . . . . . Unreserved Quantity . . . 15

Summary Type	Total Qua...	Total Res...	Qty. Alloc...	Total Ava...	Current R...
Item Ledger Entry	10			10	
Purchase Line, Order	12			12	

Line Functions Help

**Before reservation**

- Auto Reserve
- Reserve from Current Line**
- Cancel Reservation from Current Line

Order 1031 S1 - Reservation

General Filters

Item No. . . . . S1 Quantity to Reserve. . . 15  
Shipment Date . . . . . 10.12.14 Reserved Quantity . . . 15  
Description . . . . . Unreserved Quantity . . . 0

Summary Type	Total Qua...	Total Res...	Qty. Alloc...	Total Ava...	Current R...
Item Ledger Entry	10	10		10	
Purchase Line, Order	12	5		7	5

Line Functions Help

**After reservation**



# SO and reservation entries

## Sales Order header (Shipment planned to 10.12.2014)

Type	No.	Description	Location Code	Quantity	Reserved Quantity	Unit of Measu...	Unit Price Excl. VAT	Line Amount Excl. VAT	Line Disco...	Qty. to Ship	Quantity Shipped	Qty. to Invoice	Item Information
Item	S1	Seat_SIZE_XXL	BLUE	15	15	PCS	12,00	180,00		15		15	<ul style="list-style-type: none"><li>Item Card (7)</li><li>Availability (7)</li><li>Substitutions (0)</li></ul>

Drill down to reservation entry (F6)

Reservation Status	Item No.	Location ...	Quantity ...	Reserved For	Reserved From	Entry No.
Reservation	S1	BLUE	-10	Sales Order 1031	Item Ledger Entry 382	6
Reservation	S1	BLUE	-5	Sales Order 1031	Purchase Order 106043	7

Functions Help

Cancel Reservation

You can cancel reservation from entries

# Cancel of the reservation

The screenshot shows the 'Order 1031 S1 - Reservation' window. The 'General' tab is active, displaying reservation details:

- Item No.: S1
- Quantity to Reserve: 15
- Shipment Date: 10.12.14
- Reserved Quantity: 15
- Description: (empty)
- Unreserved Quantity: 0

Below the details is a table with columns: Summary Type, Total Qua..., Total Res..., Qty. Alloc..., Total Ava..., and Current R... The table contains the following data:

Summary Type	Total Qua...	Total Res...	Qty. Alloc...	Total Ava...	Current R...
Item Ledger Entry	10	10			10
Purchase Line, Order	12	5		7	5

At the bottom of the window, there are three buttons: 'Line', 'Functions', and 'Help'. A red arrow points from the 'Functions' button to a dropdown menu. The dropdown menu contains three options: 'Auto Reserve', 'Reserve from Current Line', and 'Cancel Reservation from Current Line'. The 'Cancel Reservation from Current Line' option is highlighted with an orange border.

**You can cancel reservation from reservation window**

# Reservation-Requisition worksheet

1032 The Cannon Group PLC - Sales Order

General Invoicing Shipping Foreign Trade E-Commerce Prepayment

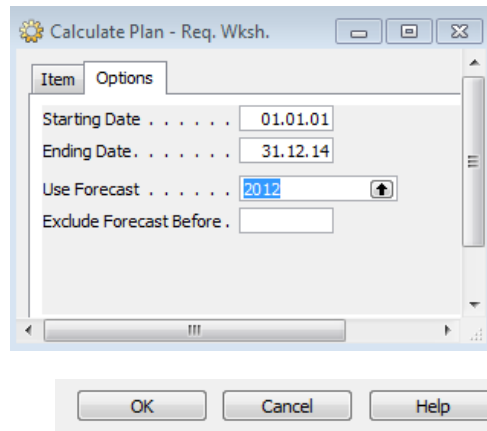
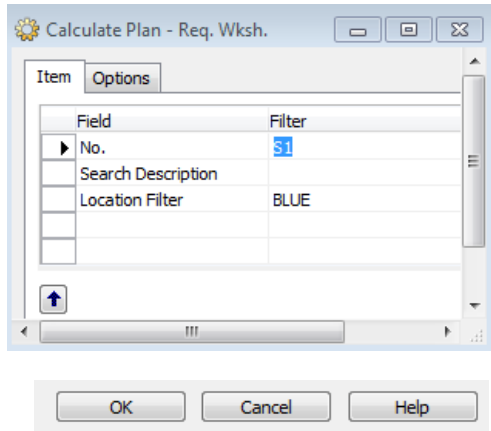
No. . . . . 1032 [edit]  
Sell-to Customer No. . . . . 10000 [up]  
Sell-to Contact No. . . . . CT000001 [up]  
Sell-to Customer Name . . . . . The Cannon Group PLC  
Sell-to Address . . . . . 192 Market Square  
Sell-to Address 2 . . . . .  
Sell-to Post Code/City . . . . . B27 4KT [up] Birmingham [up]  
Sell-to Contact . . . . . Mr. Andy Teal  
No. of Archived Versions. . . . . 0  
Posting Date . . . . . 07.12.14  
Order Date . . . . . 07.12.14  
Document Date . . . . . 07.12.14  
Requested Delivery Date  
Promised Delivery Date . . . . .  
Quote No. . . . .  
External Document No. . . . .  
Salesperson Code . . . . . PS [up]  
Campaign No. . . . . [up]  
Opportunity No. . . . . [up]  
Responsibility Center . . . . . BIRMINGHAM [up]  
Assigned User ID . . . . . [up]  
Status . . . . . Open

Customer Information  
Sell-to Customer [edit]  
• Ship-to Addresses (2)  
• Contacts (5)  
• Sales History  
Bill-to Customer  
• Avail. Credit 0

Type	No.	Description	Location Code	Reserved Quantity	Unit of Measu...	Unit Price Excl. VAT	Line Amount Excl. VAT	Line Disco..
Item	S1	Seat SIZE XXL	BLUE	33	PCS	12,00	396,00	

Item Information  
• Item Card [edit]  
Availability (-26)  
• Substitutions (0)  
• Sales Prices (0)  
• Sales Line Di... (0)

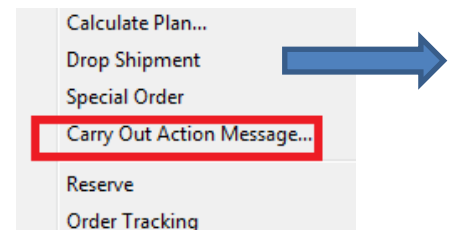
# RQ Worksheet



Name . . . . . DEFAULT

Type	No.	Action Message	Accept Action Message	Description	Location Code	Original Quantity	Quantity	Unit of Measure Code	Direct Unit Cost	Original Due Date	Due Date
Item	S1	Resched. & Chg. Qty.	✓	Seat_SIZE_XXL	BLUE	12	38	PCS	0,00	05.12.14	07.12.14

Inventory=10, Sales Order total = 48=15 (SO1) + 33 (SO2), Purchase Order =12  
 Suggested quantity = 48 – 10=38



# Calculations

- System rewritten current Purchase Order from Current Qty=12 and Reservation Quantity=5 to the new document where Qty=38 and Reservation Quantity=5 in order to block (reserve) items for SO1 as it was created before.
- $38 \text{ on a new PO} + 10 \text{ (inventory)} - 15 \text{ (SO1)} = 33$ , which was suggested in order to cover fully SO2 (33 items ordered)

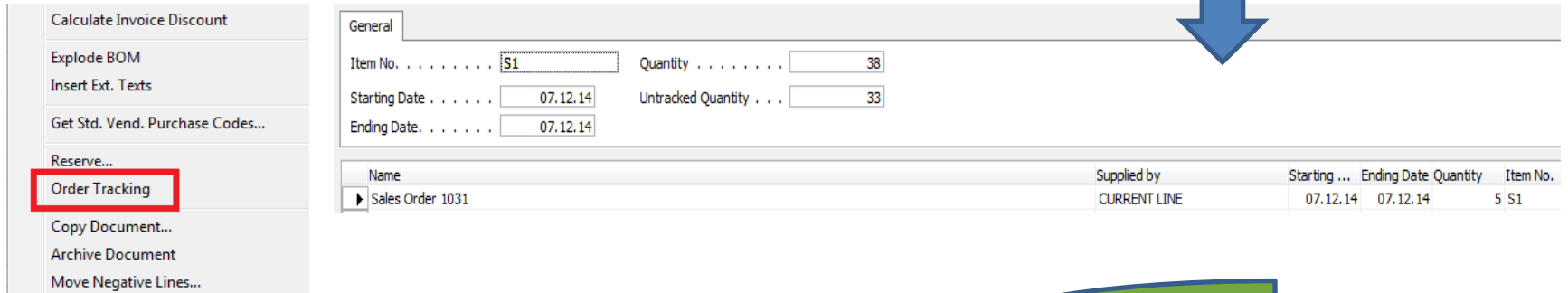


**See next slide**



# Order tracking

- From PO->button function you will get to Order tracking functionality and...

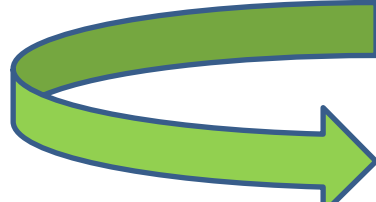



Calculate Invoice Discount  
Explode BOM  
Insert Ext. Texts  
Get Std. Vend. Purchase Codes...  
Reserve...  
**Order Tracking**  
Copy Document...  
Archive Document  
Move Negative Lines...

General

Item No. . . . . . S1 Quantity . . . . . 38  
Starting Date . . . . . 07.12.14 Untracked Quantity . . . . . 33  
Ending Date. . . . . 07.12.14

Name	Supplied by	Starting ...	Ending Date	Quantity	Item No.
▶ Sales Order 1031	CURRENT LINE	07.12.14	07.12.14	5	S1



Purchase Order

S1 38 5

Functions

Calculate Invoice Discount  
Explode BOM  
Insert Ext. Texts  
Get Std. Vend. Purchase Codes...  
**Reserve...**  
Order Tracking

See next slide

# Reservation from PO

Order 106043 S1 - Reservation

General Filters

Item No. . . . . . S1 Quantity to Reserve. . . 38  
Shipment Date . . . . . 07.12.14 Reserved Quantity . . . 5  
Description . . . . . Unreserved Quantity . . 33

Summary Type	Total Quantity	Total Reserved Quantity	Qty. Allocated in Warehouse	Total Available Quantity	Current Reserved Quantity
▶ Sales Line, Order	48	15		33	-5

Line Functions Help

- Auto Reserve
- Reserve from Current Line
- Cancel Reservation from Current Line



# Reservation from PO

Order 106043 S1 - Reservation

General Filters

Item No. . . . . S1 Quantity to Reserve. . . 38  
 Shipment Date . . . . . 07.12.14 Reserved Quantity . . 38  
 Description . . . . . Unreserved Quantity . . 0

Summary Type	Total Quantity	Total Reserved Quantity	Qty. Allocated in Warehouse	Total Available Quantity	Current Reserved Quantity
▶ Sales Line, Order	48	48			-38

Line Functions Help

## Sales Order 2 header

Type	No.	Description	Location Code	Quantity	Reserved Quantity	Unit of Measu...	Unit Price Excl. VAT	Line Amount Excl. VAT	Line Disco...	Qty. to Ship	Quantity Shipped	Qty. to Invoice
Item	S1	Seat_SIZE_XXL	BLUE	33	33	S	12,00	396,00		33		33

End of the section XXVIII.

