

## Products

Monday, May 11, 2009

Products and services you purchase or sell are entered in the Products screen. Make sure you have properly set the Inventory Control module first as instructed in the 'IC-001 Inventory Setup' chapter.

From the Inventory Control menu, select Products.

The screenshot shows the 'Products' window with the following details:

- Code:** A-208
- Name:** ss "imagine" amythest, anklet
- Navigation Tabs:** Main (selected), Accounting, Cost, Price, Bill of Materials, Serial Numbers, Locations, Activity, Picture, IDs, Notes, Graphs
- UPC:** 749020059581
- Measure:** Unit
- Weight:** (empty)
- Intro Date:** NOV 15 02
- Group:** New Release A
- Category:** (empty)
- Level:** (empty)
- Assembly:**
- Serialized:**
- Multi-Size Item:**
- Discontinued:**
- On-Order:** (empty) +
- On-Hand:** 157.00 +
- Orders:** Allocated (empty) Non Allocated (empty) -
- Available:** 157.00 =
- Min/Max:** 15 | 100

00: FAR FETCHED INC.

### BUTTONS

The buttons at the top of the screen include the Navigator as well as the New, Delete, Edit, Search, and Print buttons.

Once a product has been added to a transaction document and therefore shows some activity, it can no longer be deleted and its ID won't be able to be edited.

## Products

Monday, May 11, 2009

### Search

Clicking on the Search button displays the list of all products in the data file.

Code	Vendor	Name
BRL-077		ss " sisters" café leather bracelet w/ss clasp
BRL-078		ss "love faith hope" café leather bracelet w/ss clasp
BRL-079		ss "live in the moment" café leather bracelet w/ss clasp
BRL-080		ss "friends" café leather bracelet w/ss clasp
BRL-081		ss "belive in yourself" café leather bracelet w/ss clasp
C-007	NC	18" ss box chain necklace
C-025	NC	16" ss 1.5mm ball chain necklace
C-026	NC	18" ss 1.5mm ball chain necklace
C-027	NC	24" ss 1.5mm ball chain necklace
C-038	NC	16" ss snake chain necklace
C-039	NC	18" ss snake chain necklace
C-040	NC	24" ss snake chain necklace
C-044	NC	16" ss box chain necklace
C-045	NC	24" ss box chain necklace
C-046	NC	16" ss fine snake chain necklace
C-047	NC	18" ss fine snake chain necklace
C-048	NC	24" ss fine snake chain necklace
C-078	MEXICO	leather bracelet, black
C-079	MEXICO	leather bracelet, cafe'
C-081	MEXICO	wide leather band w snaps café
C-082	MEXICO	wide leather band w snaps black
C-087	BEADALON	16" leather cord
C-088	BEADALON	18" leather cord
C-089	NC	16" ss 2.2mm rollo chain neck
C-090	MEXICO	1" ss fine extender
C-091	MEXICO	2" ss fine extender
C-092	MEXICO	1" ss heavy extender
C-093	MEXICO	2" ss heavy extender
C-094	MEXICO	10" ss cable chain/anklet
C-095	NC	18" ss 2.2 rollo chain neck
C-096	MEXICO	ss end caps with lobster claw clasp for leather bracelets
C-097	MEXICO	ss end caps with lobster claw clasp for 9mm leather bracelets
CD-FEE		Custom Design/Tooling Fee
CS-CO		Closeout sale - 2005
CS-CO6		closeout sale 2006
CS-FF		Free Freight
CS-RO		rack off-set invoice
CS-SP		Spring Promo 2005 - 10% disc, net 60 terms
D-250		ss, montana night pony
D-251		ss, mountain sunrise pony
E-006	MEXICO	ss,b love letter wire
E-006/N	MEXICO	ss,b love letter pendant/16" ball chain
E-008	MEXICO	ss,c gift of love wire
E-008/N	MEXICO	ss,c gift of love pendant/16" ball chain
E-010	MEXICO	ss,b luv latte wire

The list is sorted by ID. To sort it by Vendor or by Name click on the appropriate column header.

Double-clicking on any item from the list will load the selected record in the Products window.

## Products

Monday, May 11, 2009

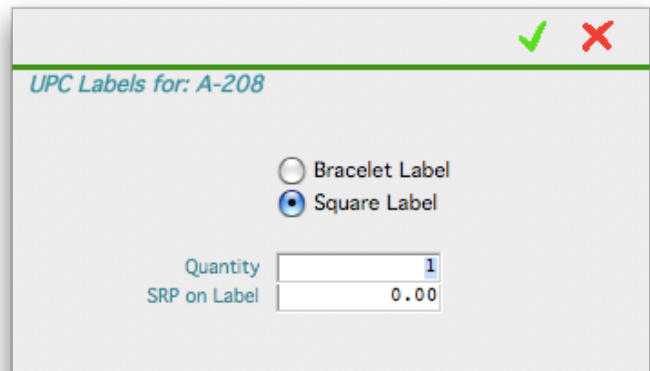
### Print

The Print button is used to print UPC Labels.

Either Bracelet or Square formats may be used depending of the product physical characteristics.

You may also specify how many copies of the label you wish and if you wish to print a Manufacturer's Suggested Retail Price on it.

VisionX creates a text file that can be used with the a bar code generator software such as Bartender and a label printer such as Zebra printers.



### FIELDS

In addition to the Product ID and Name, the displayed product information is broken down in separate 11 tabs:

- Main: Default tab displaying the item characteristics, current quantities, and desired minimum and maximum levels.
- Accounting: Displays the General Ledger posting accounts for the transactions where this product is involved.
- Cost: Displays the standard and average costs as well as the current purchase cost from a list of vendors.
- Price: Displays the product resale price under a list of pre-defined price lists.
- Bill of Materials: Displays the components list if the product has been designed as an Assembly. Assemblies can also be designated as a Bundle or a kit.
- Serial Numbers: Displays the list of Serial Numbers you wish to track. This option allows to tie a serial number to a customer or user once sold.
- Locations: Displays the current inventories quantities in each of your storage locations.
- Activity: Summary of quantity movements, sales, orders, and purchases during the last 5 years.
- Picture: Displays the pictures of the product in full and thumb size.
- IDs: Displays a list of IDs used for this product by various customers.
- Notes: Displays a note field that may be used to store internal information about the product.

## Products

Monday, May 11, 2009

### MAIN

The Product ID and Name fields are always visible at the top of the screen. The ID may have up to 20 alphanumeric characters.

The user editable fields on the Main screen are:

- UPC Code: This code is used to print UPC labels.
- Unit of Measure: Choose a value from the list built in the Lookup Files screen.
- Weight: Uses for shipping cost calculation with automated shipping systems such as UPS and Fedex.
- Into Date: Introduction date of the product.
- Group: Choose a product group from the list built in the Lookup Files screen. The Group code is used as a main sorting field in most reports.
- Category: Used as a secondary sorting to differentiate products. Choose a product category from the list built in the Lookup Files screen.
- Level: This is the Manufacturing Level for Manufacturing inventory tracking. Choose a product level from the list built in the Lookup Files screen.
- Min/Max: These are the Minimum and Maximum inventory amounts you wish to keep for the selected product.

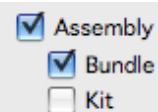
Other user selectable options:

Assembly: An Assembly is a manufactured product or a combination of several products.

Bundle: This option allows for the creation of a fictitious product that represents a group of actual products.

A Bundle cannot be purchase and VisionX won't track on-hand quantities. The program will however tabulate how many of the bundles have been ordered by customers and sold. The program will also tracks all movements of the Bundle components.

An example of a bundle for a computer retail store could be something advertised as a 'Holiday Business Computer Special'; the Holiday Special is not a product per se but a combination of actual products such as a Computer, a Printer, an Office software pack, and a Yearly Service Contract.



## Products

Monday, May 11, 2009

**Kit:** A Kit is also a Bundle, however it is an actual product. Therefore VisionX tracks all movements from both the Kit and its components. A kit may be purchased as it is an actual product. However purchasing a kit doesn't increase the components inventory; the kit and its components are completely independent. The Kit option could be used, as an example, for a marketing action such as 'Holiday Bonus: Buy a Computer and receive a free Printer'; each time a computer is added to a Sales Order or to an Invoice VisionX will automatically add the list of the Kit components (with their quantity and price) below the Kit.

**Serialized:** Used to specify that each item has an unique serial number. You may then track this number for future reference or customer service.

**Multi-Size Item:** Allows for the tracking and selling of the product in various sizes or colors.

**Discontinued:** This option allows for keeping the product in the product list but prevents its purchases or sales once the inventory quantity on-hand falls to zero.

### Fields updated by VisionX that cannot be edited by the user:

**On-Order:** Quantity of units on current Purchase Orders. These units have been ordered but you are still waiting for their arrival.

**On-Hand:** Quantity currently in stock, or in your possession.

**Orders:** Quantity currently on-order from your customers. These units have been entered into Sales Orders and are waiting to be shipped and invoiced.

**Allocated:** Orders from customers that could be allocated against stock or on-order values.

**Non-Allocated:** Orders that surpass the amounts currently on-hand and on-order.

## Products

Monday, May 11, 2009

### ACCOUNTING

Code: A-208  
Name: ss "imagine" amethyst, anklet

Accounting | Cost | Price | Bill of Materials | Serial Numbers | Locations | Activity | Picture | IDs | Notes | Graphs

Profit Center:

Bar Code

Posting Accounts

Inventory	12000
Sales/Disc/Ret.	30000
Sales/Disc/Ret.	30000
Sales/Disc/Ret.	30000
COS	40027
Discount	40027

Applicable Taxes

Sales Tax

00: FAR FETCHED INC.

**Profit Center:** In most situations Profit Centers to transaction line items. This field allows you to assign a default Profit Center to a product making sure that transactions involving this product are always posted to the desired income/expense center.

**Posting Accounts:** These are the General Ledger accounts where the product transactions will be posted.

**Applicable Sales Taxes:** In the USA sales taxes apply to most products. Some products or services may however be exempted from these taxes. Such can be the case for services or food products. Please consult your Accountant for confirmation. Other countries, such as Canada, may have several Sales Taxes; in this case Federal Tax and Provincial Tax. Make sure to check the proper box(es) for each product.

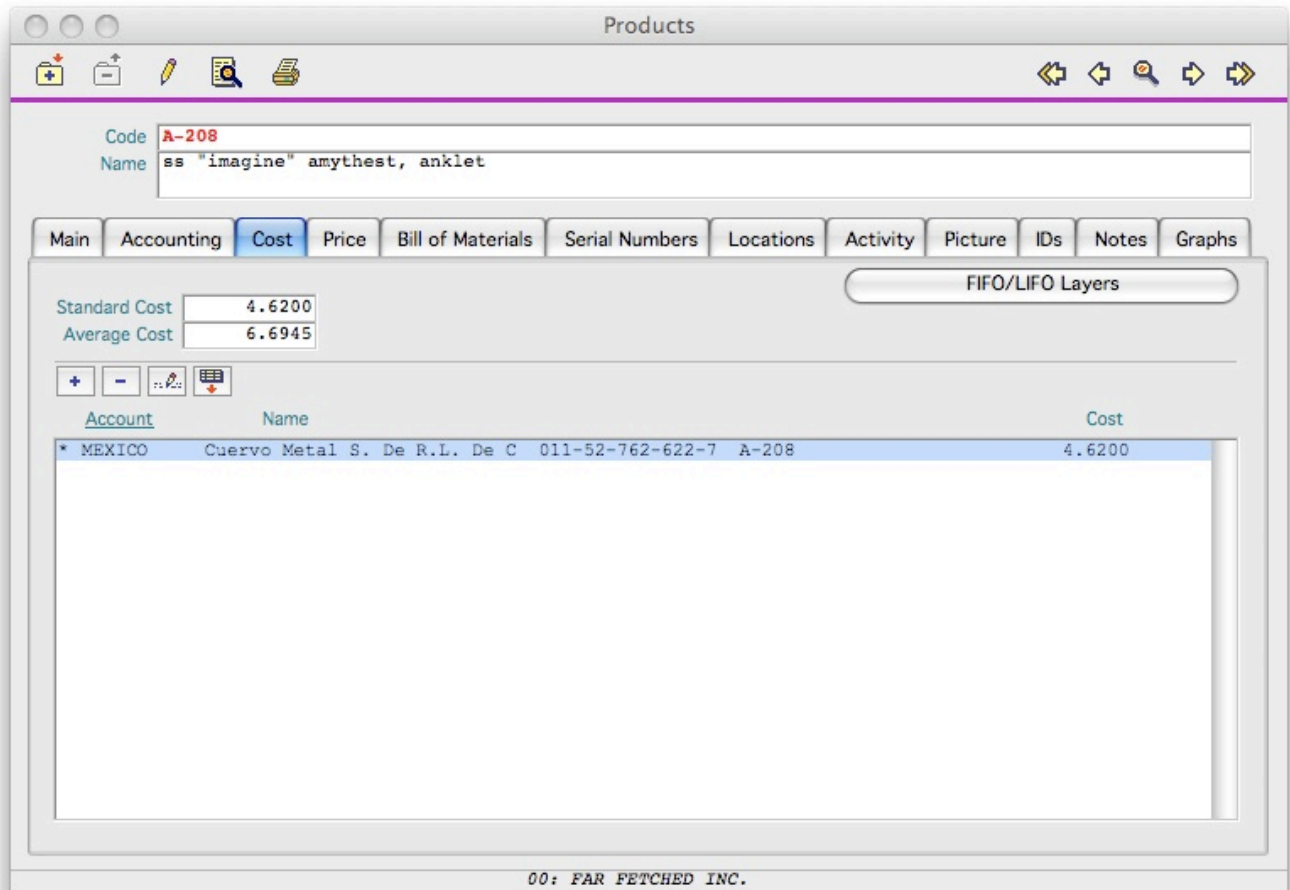


## Products

Monday, May 11, 2009

**Bar Code:** This is a field that displays the image of the Bar Code for this product if a jpeg file has been placed in the folder designated in the Parameters section of the Inventory Control module.

### COST



The Cost tab displays the Standard and Average Costs of the program. These fields are updated by VisionX when this product is part of Purchase Receipts.

The Standard Cost is the last purchase price you paid to a vendor.  
 The Average Cost is the average cost of each of the units you currently have in stock (on-hand).

## Products

Monday, May 11, 2009

For those instances when your accounting inventory cost is based on a LIFO (Last In First Out) or a FIFO (First In First Out) basis VisionX builds a table of each receipt, their date, and cost. This table can then be viewed by clicking on the FIFO/LIFO Layers button.

The bottom of the screen displays a list of vendors you can buy this product from and their prices.

The list is updated via its own New, Delete, Edit, and Import buttons.

Using the New and Edit button allows you to specify the vendor, his coding for the product, the date of the last cost update, and up to ten (10) quantity/cost combinations.

By clicking the Main Vendor checkmark you tell VisionX to use this vendor by default when entering this product into Purchase Orders.

**Edit Product Cost - A-208**

Main Vendor

Vendor: MEXICO  
Cuervo Metal S. De R.L. De C.V.

Product/UPC: A-208

Date: NOV 19 02

Quantity	Cost	Quantity	Cost
1.00	4.6200		

The Import function allows you to directly import a price list received as a text file from your vendor.

The Add New Products to File option prompts VisionX to create new records to the Products file if an item of the import file doesn't exist in your system yet.

The file has to be a TAB Delimited text file with the following fields and in the following order:

- UPC Code
- Suggested Retail Price
- Cost
- Product ID
- Product Name

If the file received from your vendor doesn't match the above specifications you can first re-arrange it using a spreadsheet software such as Microsoft Excel.

**Import Product Cost from Vendor**

Vendor: [Text Field]

Price List: [Dropdown Menu]

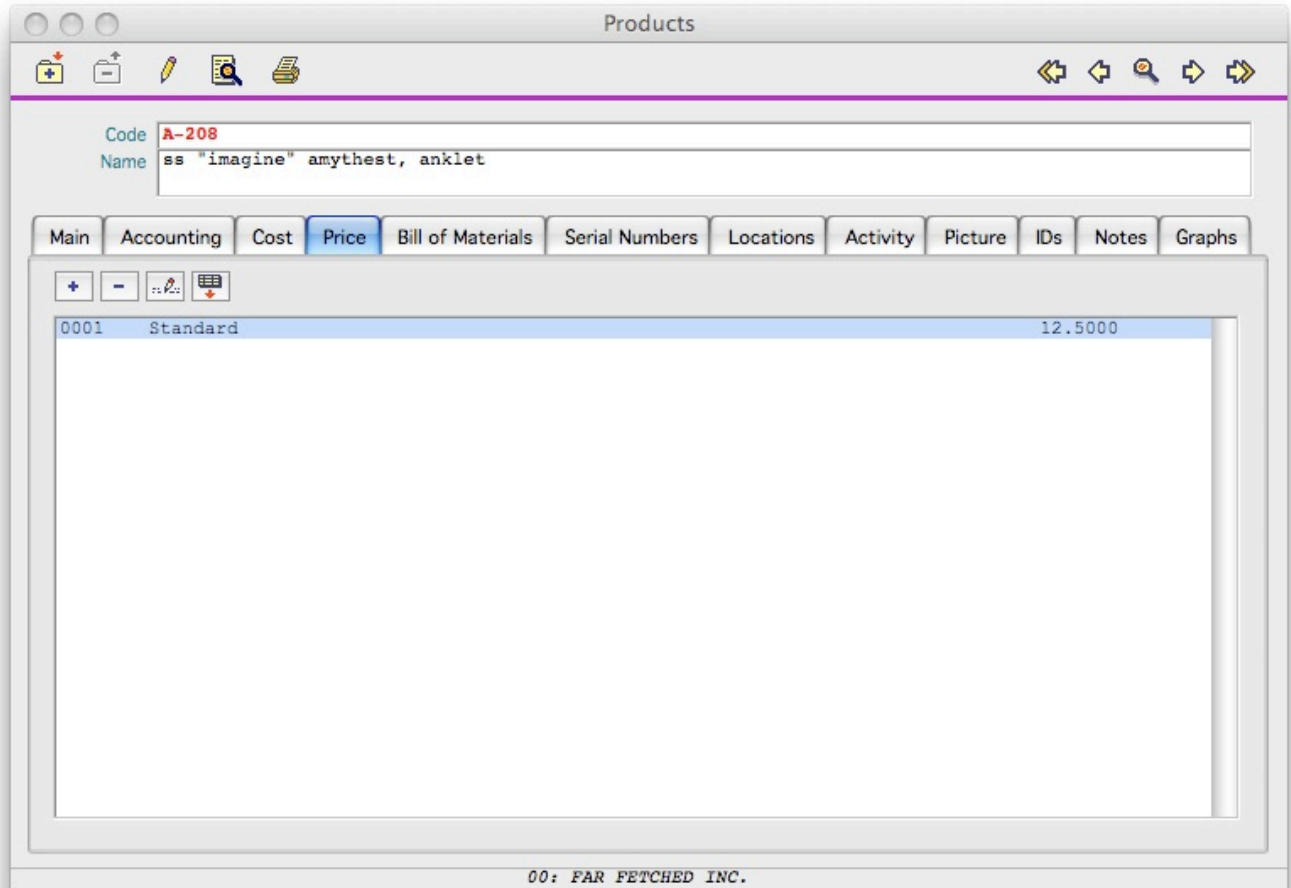
Add New Products to File



## Products

Monday, May 11, 2009

### PRICE



The Price screen displays the list of your predefined Price Lists that apply to this product. Make sure you first define your various Price Lists in the Lookup Files section of the Inventory Control module.

The list is updated via its own New, Delete, Edit, and Import buttons.

## Products

Monday, May 11, 2009

Using the New and Edit button allows you to specify the price list, up to ten (10) quantity/price combinations, and commission and royalty parameters.

Commission may be paid as a percentage of the sale price, as a percentage of the net profit made (price minus cost), or as a fix amount. Depending of your choice enter the percentage or amount value into the appropriate field.

Repeat the same type of setup for royalties if applicable.

Quantity	Price	Quantity	Price
	12.9900		
10.00	10.9900		

Commission  
 Pay Commission  
 % of Sales:   
 % of Profit:   
 Fix Amount:

Royalty  
 Pay Royalty  
 Author:   
 % of Sales:   
 % of Profit:   
 Fix Amount:

The Import function allows you to directly import a price list you prepared into a spreadsheet program and saved as a text file.

The Add New Products to File option prompts VisionX to create new records to the Products file if an item of the import file doesn't exist in your system yet.

Price List:

Add New Products to File

The file has to be a TAB Delimited text file with the following fields and in the following order:

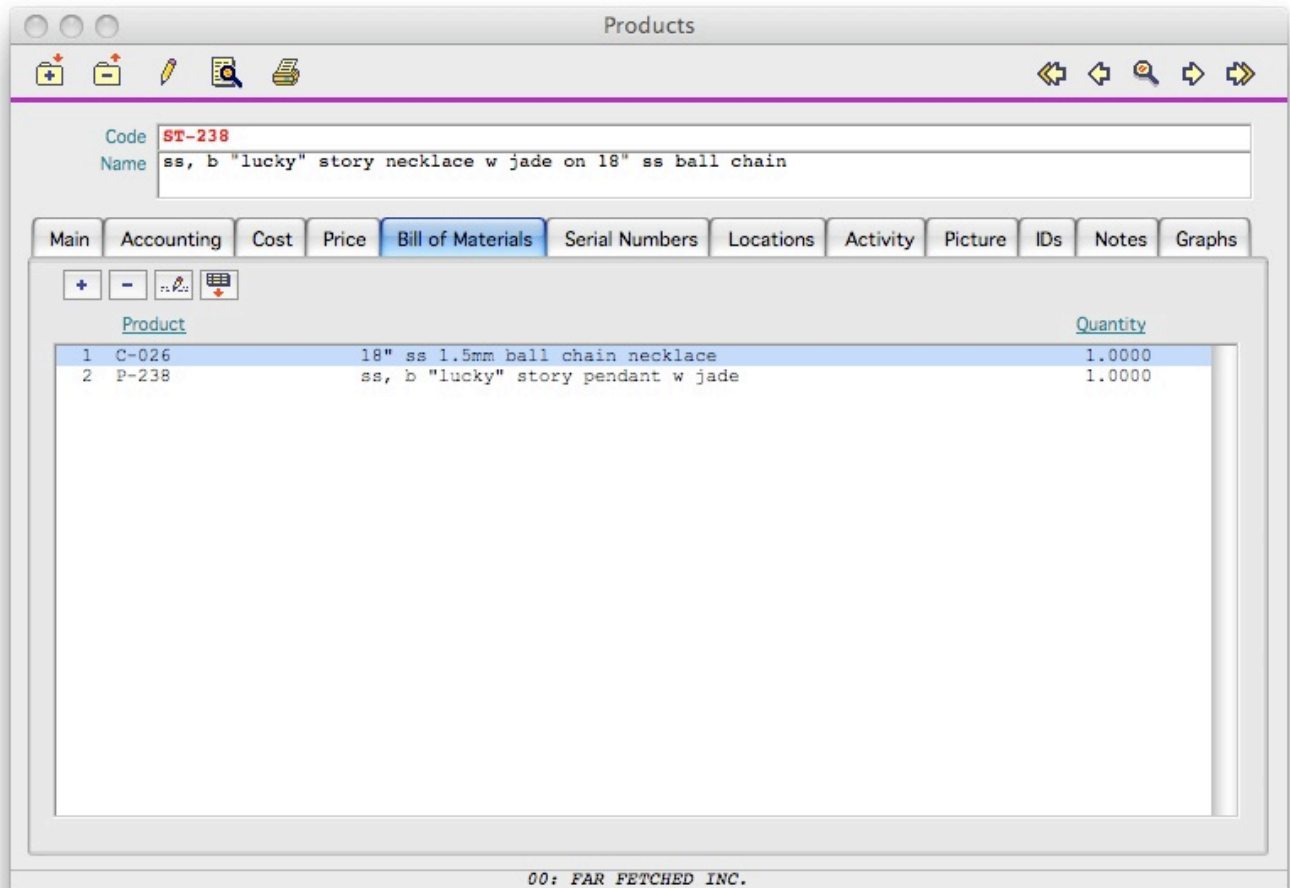
- Group Code
- Product ID
- Product Name
- Selling Price
- Purchase Cost
- Minimum Stock Level
- Maximum Stock Level
- Main Vendor ID
- Vendor Product ID
- UPC Code
- Category Code
- First Component ID (If Assembly)
- First Component Quantity
- Second Component ID
- Second Component Quantity
- .../... (repeat ID and Quantity fields for each additional component)

## Products

Monday, May 11, 2009

### BILL OF MATERIALS

The Bill of Materials tab is activated when a product has been designated as an Assembly.



The tab has its own New, Delete, Edit, and Import buttons that are used to build the list of components attached to the Assembly.

A component is a regular product that needs to be entered in the Products file before being included into an assembly.

## Products

Using the New and Edit button allows you to specify:

- the component ID
- the quantity of the component included in the assembly
- the component order in the list
- if the component is itself an assembly and create via a Work Order.
- if the component is itself an assembly but produced outside your organization by a contractor.

**Edit Part - ST-238**

Product:  18" ss 1.5mm ball chain necklace

Quantity:

Priority:

Work Order Supply

Supplied by Sub-Contractor

The Import function allows you to directly import a list of components from a file you prepared into a spreadsheet program and saved as a text file.

The file has to be a TAB Delimited text file with the following fields and in the following order:

- Vendor ID
- Product ID
- Product Name
- Quantity
- Purchase Cost
- Group Code
- Unit of Measure
- Manufacturing Level
- Category Code

**Import BOM**

ST-238  
ss, b "lucky" story necklace w jade on

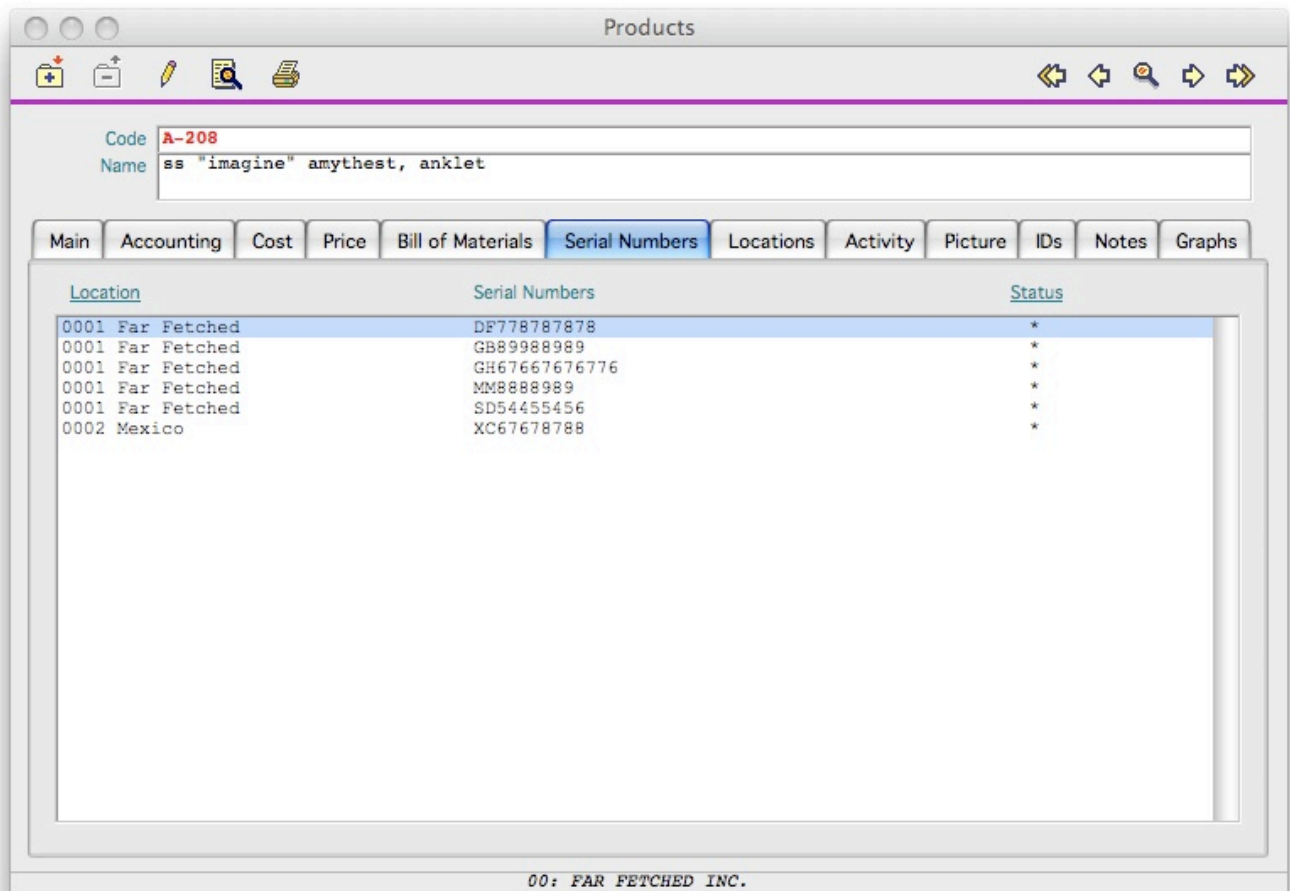
Category:

## Products

Monday, May 11, 2009

### SERIAL NUMBERS

The Serial Numbers tab is activated when a product has been designated as Serialized.



The tab displays of all Serial Nunbers you dealt with in VisionX, either by receiving them from a vendor or by creating them in a Production document.

The Status column may have the following values:

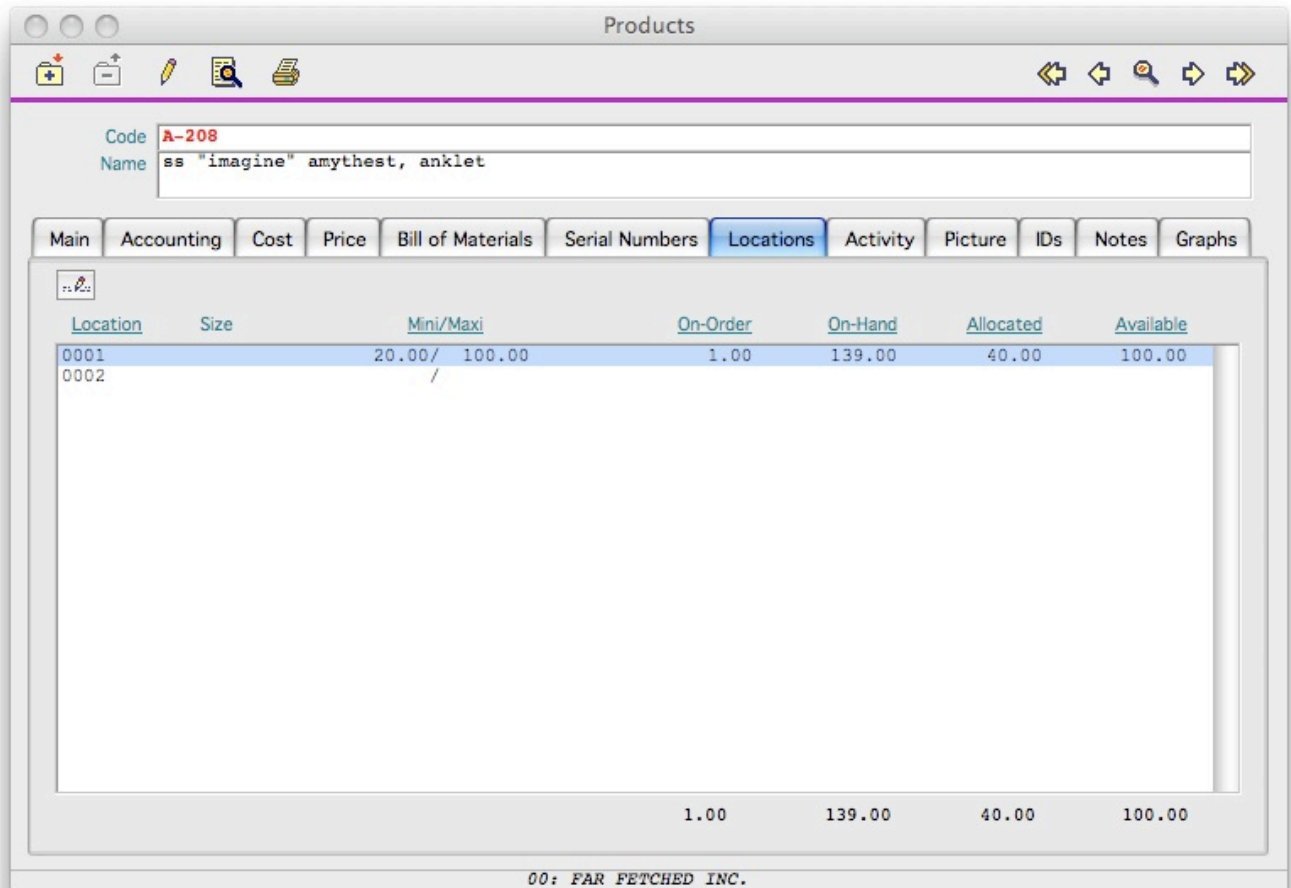
- \* Available (for sale)
- A Allocated
- S Sold
- D Damaged
- B Destroyed
- R In-Repair

## Products

Monday, May 11, 2009

### LOCATIONS

The Locations tab is activated when you have specified more than one Inventory Locations in the Lookup Files screen of the Inventory Control module.





## Products

Monday, May 11, 2009

This tab has its own Edit button and displays the current quantities in each inventory location you are maintaining.

You have the option to specify the General Ledger posting account as well as a minimum and a maximum inventory level for each location. You may do so by clicking on the Edit button.

Far Fetched	
Posting Account	12000
Minimum	20.00
Maximum	100.00

## Products

Monday, May 11, 2009

### ACTIVITY

The Activity tab is where you can view the product movements summarized in an easy to read table or in detail.

The screenshot shows the 'Products' window with the 'Activity' tab selected. The product code is A-208 and the name is 'ss "imagine" amethyst, anklet'. The 'Activity' tab is active, showing a table of activity data for the years 2004 through 2009. The table has columns for 'Period', '2004', '2005', '2006', '2007', '2008', and '2009'. The data is summarized as follows:

Period	2004	2005	2006	2007	2008	2009
1	6.00	51.00				
2	21.00	70.00	90.00			
3	6.00	50.00				
4	5.00	1.00				
5	15.00	50.00				
6	19.00	50.00	3.00			
7	9.00	40.00				
8	2.00					
9	58.00	30.00	36.00			
10		140.00	63.00			
11	50.00	170.00		80.00		
12	84.00					
<b>Totals:</b>	<b>275.00</b>	<b>652.00</b>	<b>192.00</b>	<b>80.00</b>		
<b>Average:</b>	<b>22.92</b>	<b>54.33</b>	<b>16.00</b>	<b>6.67</b>		
<b>Variation:</b>		<b>377.00</b>	<b>-460.00</b>	<b>-112.00</b>	<b>-80.00</b>	<b>0.00</b>
<b>% Variation:</b>		<b>137.09</b>	<b>-70.55</b>	<b>-58.33</b>	<b>-100.00</b>	

The interface also shows a search button and a 'Last Rec'd/Sold' date range from DEC 18 08 to NOV 7 07. The footer of the window reads '00: FAR FETCHED INC.'

The tab has its own Search button for looking at the detailed activity of a selected period of time.

The summarized activity is presented as a table with one line for each month of the fiscal year and one column for the current, last four (4) previous years, as well as for the next fiscal year. VisionX allows you to run a full new fiscal year before closing the Current one thus preventing any interruption in the life of your business while your accountant(s) finalize the closing year books.

## Products

Monday, May 11, 2009

The summarized data presents several sub-tabs to display:

Sales	Sales from all invoices generated in VisionX
Special Sales	Sales to Customers designated as Special Sales customers
Orders	Orders from all Sales Orders generated in VisionX
Special Orders	Orders from Customers designated as Special Sales customers
Receipts	Receipts generated from VisionX
Transfers/Production	Movements from all Transfer and Production documents
Summary	Movements from all VisionX transactions.

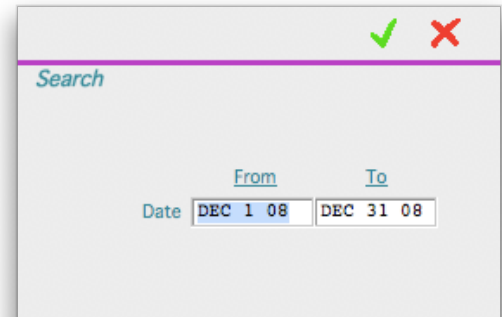
By clicking on the Search button or double-clicking on a line from the list you can view the detail of the transactions making the summary amount.

## Products

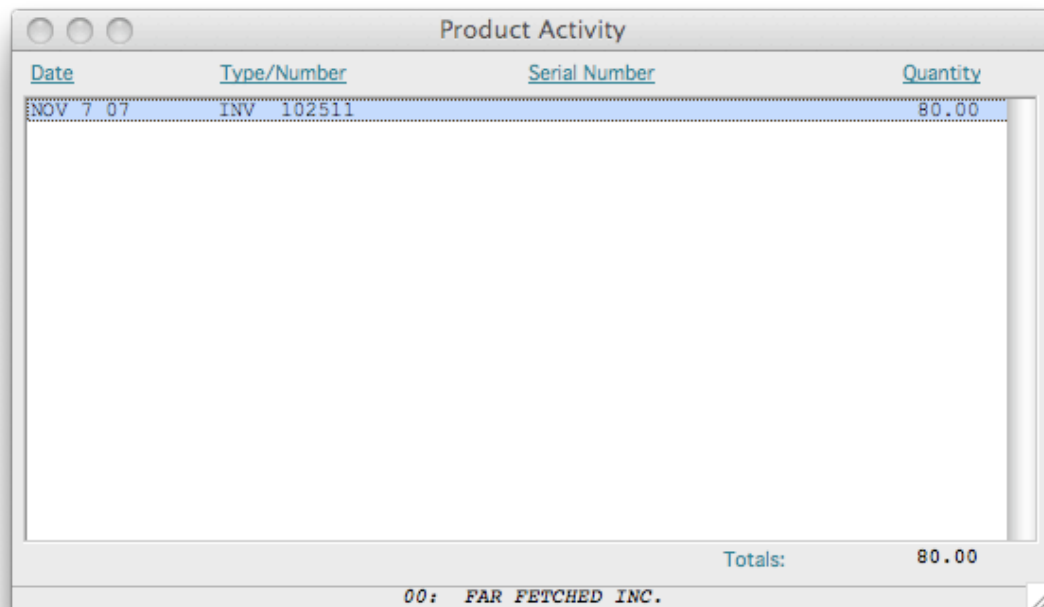
Monday, May 11, 2009

By default the date range represents the month you selected on the list. You may change the range anyway you want for a wider or narrower time period to review.

Click the OK button (green check mark) to start the search progress and display the list of transactions that occurred during the time period you specified.



A search dialog box titled "Search" with a green checkmark and a red X in the top right corner. It contains two date input fields: "From" with the value "DEC 1 08" and "To" with the value "DEC 31 08".



A window titled "Product Activity" showing a table of transactions. The table has four columns: Date, Type/Number, Serial Number, and Quantity. The first row shows a transaction on NOV 7 07 with Type/Number INV 102511 and a quantity of 80.00. A Totals row at the bottom right shows a total quantity of 80.00. The footer of the window reads "00: FAR FETCHED INC."

Date	Type/Number	Serial Number	Quantity
NOV 7 07	INV 102511		80.00
Totals:			80.00

The Product Activity window list transactions involving the current product. Depending what the original list displayed on the Activity tab, this list may include Sales only, or all transaction, or any other single type of inventory movement.

## Products

Monday, May 11, 2009

By double-clicking of a transaction you can view its original document such as the Invoice below.

Invoices

+ + ✎ ✎ ↶ 🔍 🖨

↶ ↷ 🔍 ↶ ↷

Number	102511	<div style="border-bottom: 1px solid gray; padding: 2px;"> <span style="font-size: small;">Sold-To/Ship-To/Parameters/Comments/Payment/Tracking/</span> </div> <div style="padding: 2px;">                     Astral Direct                      1600 W. Jackson  <hr/>                     Ozark <span style="float: right;">MO 65721</span>  <hr/> <span style="float: right;">Accounts Payable</span>                      417/447-5800 <span style="float: right;">417/581-1827</span> </div>	
Date	NOV 7 07		
Customer	A0828	<input type="checkbox"/> Direct Sale	
Purchase Order	161652		
FOB	Sebastopol		
Ship Via	Collect		
Requested/Promised	OCT 26 07		
Sales Order/Cancel	82037 DEC 8 07	<input type="checkbox"/> Fax Invoice <input type="checkbox"/> E-Mail Invoice	

Ordered	Shipped	Product	Net Unit	Extended
1	80.00	80.00 A-208 ss "imagine" amythest, anklet	13.9500	1,116.00

Sub-Total/Discount	Weight/Shipping-Handling	Sales Tax	Total
1116.00			1116.00

00: FAR FETCHED INC.

## Products

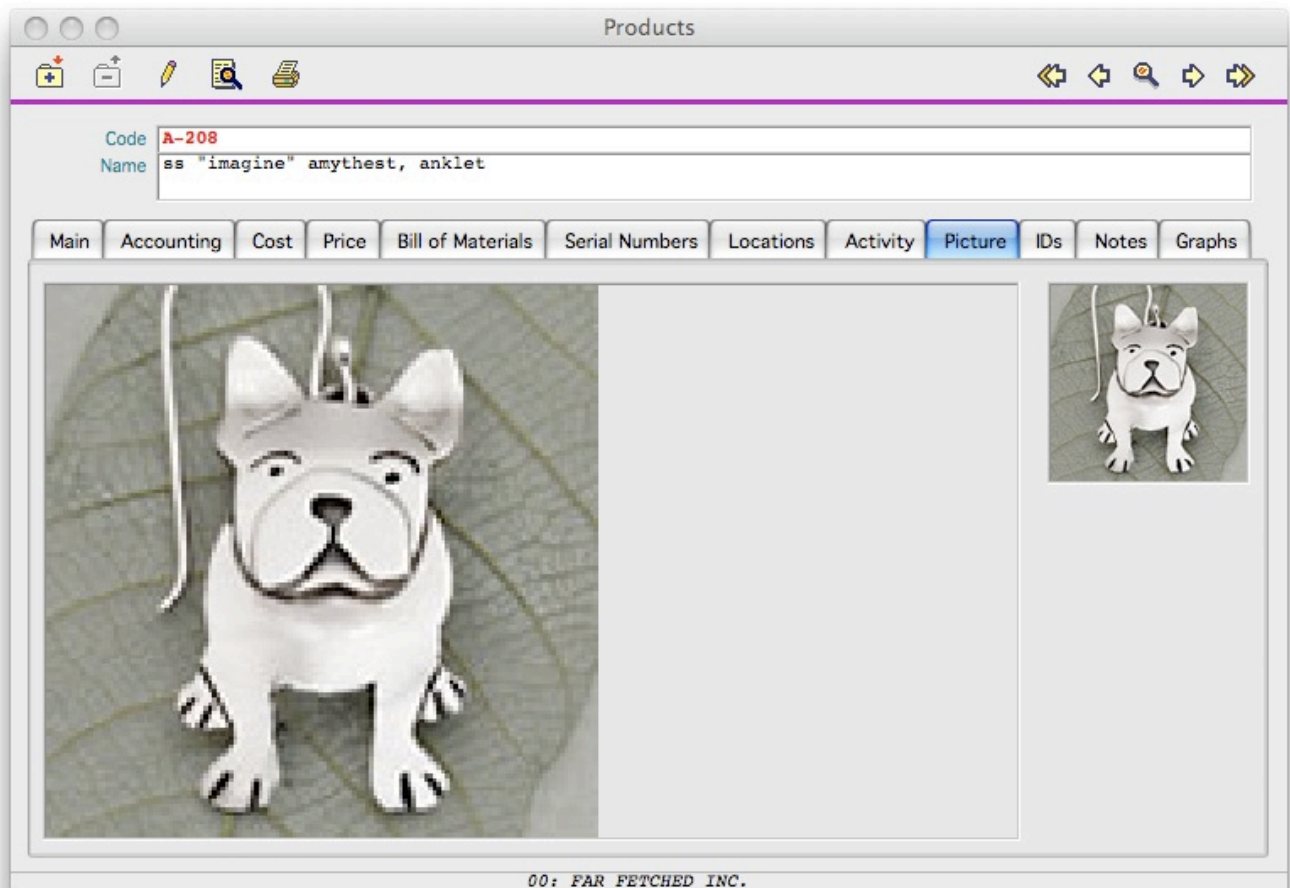
Monday, May 11, 2009

### PICTURE

The Picture tab is for display only. Please review the chapter regarding working with Pictures in VisionX in the System Setup section.

If a location has been specified in the Parameters screen of the Inventory Control menu VisionX will try to locate the full size image of the product as well as its thumbnail image within the location drive and folder. If the files exist they will both be presented on the screen. Note that these images must be saved as jpeg compressed files (.jpg).

The images are not loaded into the VisionX data file, they are just called by the program for display purpose only thus they do not increase the data file size or penalize the system performances.



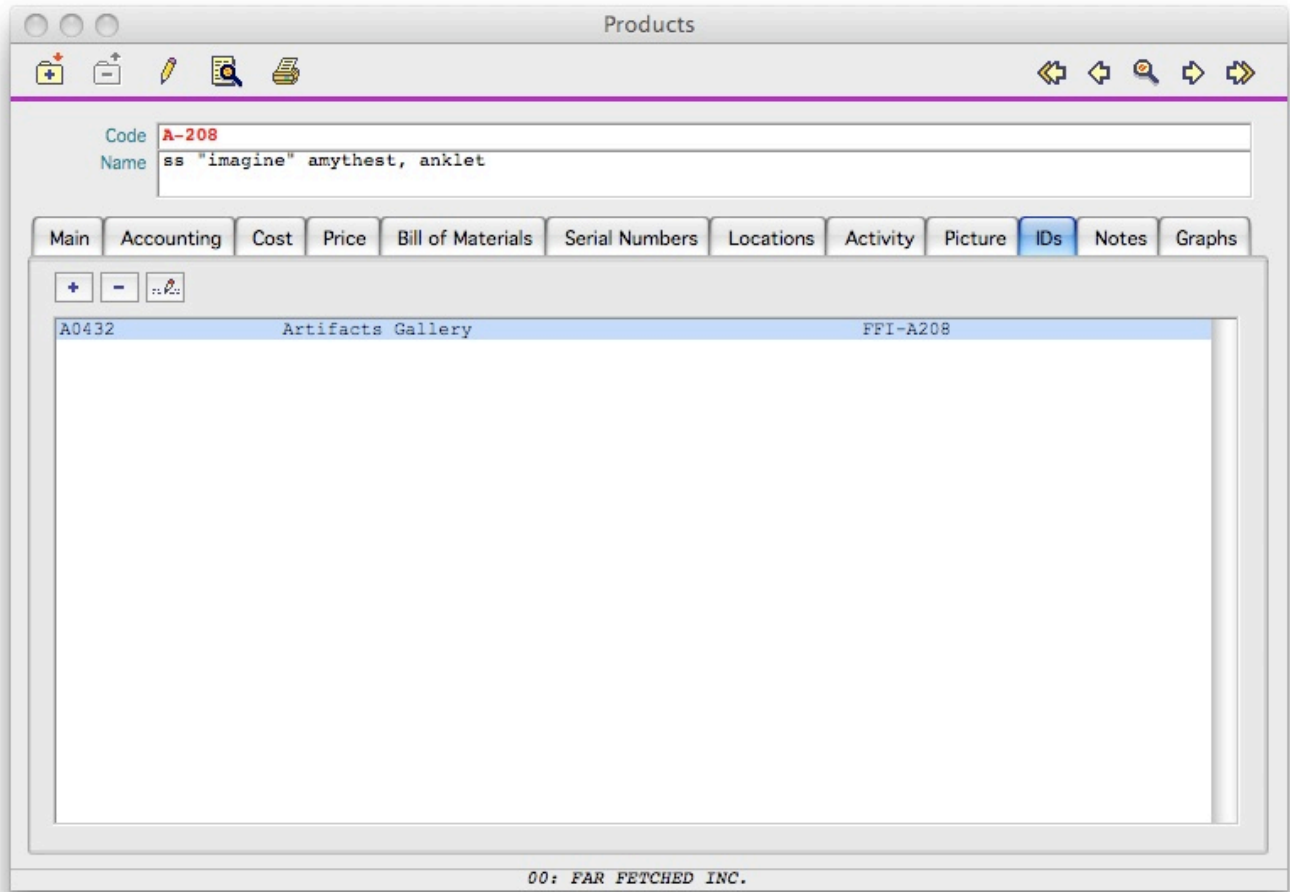


## Products

Monday, May 11, 2009

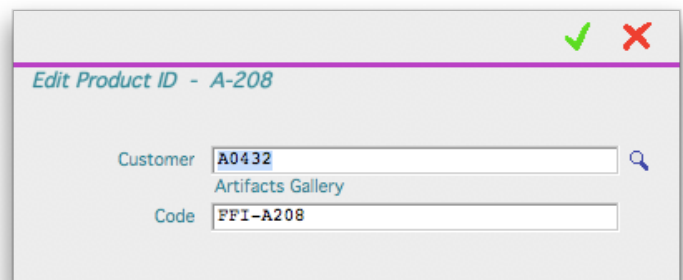
### IDs

The IDs tab is used to store a list of IDs used by your customers to identify this product.



The tab offers its own New, Delete, and Edit buttons to update the list.

The New and Edit functions present the screen at right where you specify the Customer ID and his own identification for the present product.

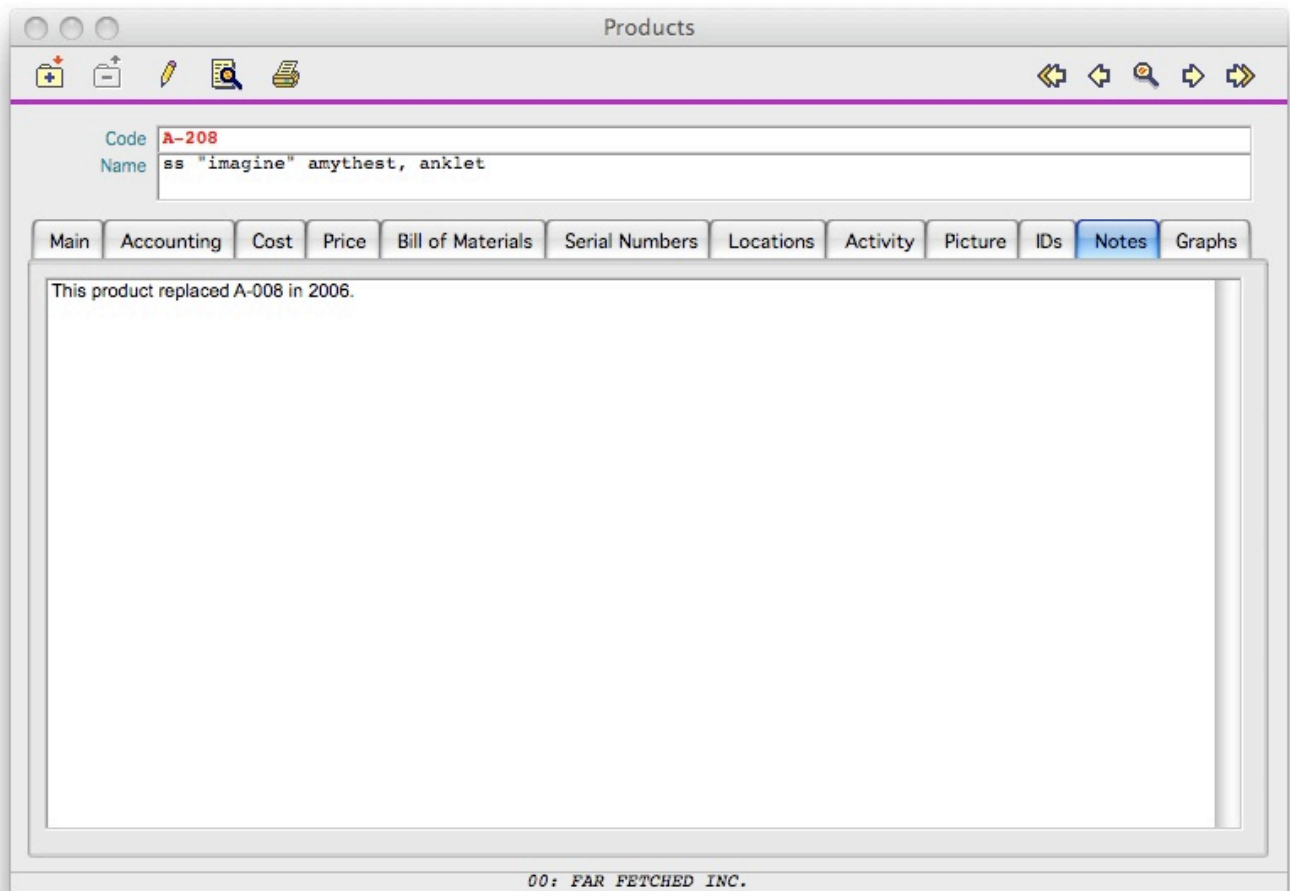


## Products

Monday, May 11, 2009

### NOTES

The Notes tab is used stored anything of interest you want to remember or share about the product.



## Products

Monday, May 11, 2009

### GRAPHS

The Graphs tab displays on-the-fly bar graphs of current Orders and Sales figures of the selected Product. The Monthly options display comparative monthly Orders or Sales totals for the last five (5) years, or six (6) years if your previous fiscal year has not been closed yet.

