GET INTO A MODERN ERP

SAGE X3 FOR WHOLESALE DISTRIBUTORS

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SAGE ENTERPRISE MANAGEMENT FOR *DISTRIBUTION*

Sage Enterprise Management ERP (SEM) distribution functionality is comprised of three domains—Sales, Purchasing, and Inventory. SEM Sales enables you to monitor all information concerning customers or prospects, manage sales force assignment, and monitor corresponding targets and commissions. This module provides a quick look at information concerning products, price lists, discounts, or carriers, among others. You can issue customer quotations, book orders and transmit order acknowledgements, manage contracts, display and allocate goods from stock, and manage the dispatch and loan of goods prior to invoicing.

SEM Purchasing covers the purchasing process from end to end, starting with management of requests for quotes (RFQs), input and follow-up of replies, and integration into the price list base. This is followed by purchase requests, orders raised and delivery monitoring, subcontract orders, buyer workloads, and management of signature circuits through to incoming goods reception and verification of invoices.

Analytical tools are used to monitor exchanges with suppliers to meet the main objectives of the purchasing department in terms of quality assurance, compliance with delivery dates, and purchase cost. Integration into the accounting system is automatic through preliminary and firm commitments. This provides operational budget control from purchase requests to the issue of orders. Actual data is integrated automatically through management of invoices receivable and de-

finitive invoices. Accounting procedures involving averaging of expenses in relation to service provision periods are also available.

SEM Inventory ensures optimum coherence and realtime monitoring of inventory status data. Inventory control is fully user-definable on each site with the application of the multisite, multiwarehouse and multilocation management. The module also incorporates some powerful quality control functions, also providing for total traceability of inventory quantities in real time, both upstream and downstream, by material flow management.

READ ON TO LEARN ABOUT:

- Sales
- Purchasing
- Inventory

The optional Freight Management Interface add-on enables rate shopping at order entry and seamless data exchange between SEM and the most popular parcel shipping systems such as FedEx Ship Manager®, UPS Worldship®, USPS Shipping Assistant, and LTL carriers.

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SAGE ENTERPRISE MANAGEMENT FOR SALES

BUSINESS PARTNERS AND PRODUCTS

Sage Enterprise Management ERP (SEM) accesses the latest data about business partners and products. Sold-to, ship-to, bill-to, and pay-by information is defaulted on sales documents while customer product-level information can be accessed to assure a personalized, customer-driven order entry environment. Supporting information—such as product substitutes and supersessions, notes, previous orders and prices, and special customer packaging—can either be displayed automatically or by user request. SEM also supports sales kits with fixed components or as special configurations using variants and options. Shipping functions use customer-specific information to schedule deliveries on the right day and to enforce complete shipments of orders or line items as required.

FLEXIBLE PRICING RULES

SEM promotes innovative, flexible pricing that helps companies achieve an appropriate mix of customer value and profits. By combining key elements from customer and product master data, companies can exploit a wide variety of pricing methods like contracts, promotions, sales channel prices, and variable kit pricing. Special features include the ability to

price by groups of lines and to add free products or quantities if predefined thresholds are met. Discounts and charges can be automatically factored into net price or broken out and tracked separately.

FLEXIBLE ORDER ACCEPTANCE & PROCESSING

SEM supports a variety of ways to facilitate building and optimizing long-term relationships with business partners. Quotes can easily be turned into orders, contracts can be defined, and releases scheduled for fixed and long-term planning horizons. User-defined order types assure that only data supporting the appropriate order mode is prompted, allowing companies to vary order acceptance easily to phone, order form, counter sales, and electronic environments. Other productivity-enhancing features include the ability to duplicate previous orders easily and to revise existing orders by populating changes in order date, carrier, or location across multiple line items.

Secure credit card processing is provided through a seamless connected service utilizing Sage Exchange, Sage's payment solutions platform.

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SAGE ENTERPRISE MANAGEMENT FOR SALES

INVENTORY ALLOCATION & DELIVERY SCHEDULING

Inventory can be allocated to orders immediately or deferred to a separate process that allocates based on user-defined criteria. SEM also supports the ability to reserve inventory for key customers in advance of receiving their orders and to allocate by lot number as required. Ship-to addresses, shipping sites, carriers, and delivery dates can be set by order line, eliminating the need to create separate orders.

SEM calculates the shipping dates needed to meet each customer's delivery date and automatically backorders quantities that are not available at the needed time. Users have easy access to time-phased, Available-To-Promise information, as well as online visibility into different warehouses to help determine the most appropriate shipping point for filling orders. Alternatively, orders can be sourced by shipping directly from suppliers, by transferring products from other sites or by creating production orders. SEM provides the ability to create purchase orders (POs) to preferred suppliers automatically for prespecified products, such as nonstocks.

ORDER/SHIPMENT PREPARATION

Shipment Preparation provides a flexible process for managing warehouse and customer order deliveries. Orders can be processed individually or grouped. These options allow customers to tailor the process to maximize their return on warehouse personnel and equipment.

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FEATURES & FUNCTIONALITY

ORDER ENTRY

- User-defined order types for varying prompts, displays, and event sequencing

- Special orders for loans, transfers, and consignments

- Fuzzy search customer locator

- Add new customers online during order entry

- Order products by customer product number and default customer-specific information on order line

- Order substitutes and products that supersede obsolete products vary ship-tos, shipping sites, carriers, and delivery dates by order line

- Order kits with variants and options

- Check minimum gross margin and low price thresholds, and block or accept further entry according to rules

- User-defined order holds with allocation control

- Sales order revision control with ability to replicate one change across multiple line items

- Automatically close unfilled orders and lines within predefined tolerance

- Automatic intercompany transaction management

CONTRACTS

- Vary contract terms, validity dates, and prices by line

- Schedule releases over user-defined firm and planning time horizons

AUTOMATICALLY GENERATE PURCHASE ORDERS

- Nonstock purchases

- Automatically order predefined minimum quantities from preferred supplier

- Supports direct and cross-docked orders

QUOTES

- Enter quotes for customers or prospects with full expiration date control Produce hard copy quotations

- Track probability of converting quotes into orders Easily convert quotes into sales order

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SALES DOCUMENTS

- Order acknowledgements
- Sales quotes
- Contracts
- Packing slips
- Bill of lading

- Certificate of analysis

INVOICING

- Produced automatically or by user request
- Define invoicing rules according to customer preference—one per order, shipment, bill of lading, or period
- Consolidate invoices based on customer-preferred frequencies— daily, weekly, monthly, and more
- Supports counter sale environments
- Issue and track prepayment requests and payments
- Multiple payment terms and methods, including scheduled due dates per invoice and recurring invoicing
- Automatically use alternate payment terms if amount is less than predefined minimum
- Pro forma invoicing

SUPPORTING INQUIRIES

- Inquire during or outside of entry functions
- Last prices and price reasons
- Customer account information
- Current and projected stock levels by site or all sites
- Zoom to detailed information—locations, lots, serial numbers, and more

REMINDERS/DUNNING LETTERS

- Supports multiple successive levels of reminder according to severity of past due condition
- Block account activity based on user-defined criteria

PRICING

- Automatic pricing by line item according to pricing rules with ability to edit
- Maintains gross and net price on order line with option to view price reasons and last prices
- Automatically factor discounts and charges into net price or break out separately
- Adds free products or quantities if predefined thresholds are met
- Recalculates prices for groups of related products if predefined threshold is met
- Calculates differential between kit components selected during order entry
- Definition of restricted price books

INVENTORY ALLOCATIONS

- Allocate manually during order entry or separately using a batch process with options
- Allocate by site, lot, or consignment location
- Reserve inventory for customers (preorder)
- Deallocate inventory
- Allocate by customer shipping route and priority Automatically allocate backorders upon receipt
- Ability to "preassign" inbound inventory to existing operational activities

CUSTOMER DELIVERY SCHEDULING

- Default shipping sites by ship-to delivery address
- Maintain shipping lead times between sites and ship-to addresses
- Calculate shipping date for meeting requested delivery date based on lead time
- Maintain customer availability days and dates and round delivery date to next work day
- Multiple fulfillment methods—from stock, vendor direct, buy-in, transfer order

SHIPPING CONFIRMATION

- Produce picking tickets and packing slips
- Record serial numbers for end-user tracking Combine multiple orders on a single shipment
- Automatic or manual shipping confirmation Interfaces available for UPS and FedEx

SALES COMMISSIONS

- Multiple sales reps per order line
- Commission calculations based on user-defined formulas

CUSTOMER RETURNS

- Link return to original shipment
- Track return, expected return, and expiration dates

- Automatically or manually assign RMA numbers
- Track return reasons by line item
- Process returns for loans
- Produce credit memos

CREDIT CHECKING

- Online credit checking with ability to hold customers that fail credit check
- Bypass credit checking for specified customers
- Customer credit inquiries

REPORTING & STATISTICAL ANALYSIS

- Standard reports or user-defined reporting using Crystal Reports®
- User-defined formulas for calculating ABC rankings for customers and products
- Standard tools for business intelligence and user-defined inquiries

SALES TAX CALCULATIONS

- Supports North American and VAT taxing
- Option to calculate prices with or without taxes
- Integration with third-party vendor for complex tax environments

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SAGE ENTERPRISE MANAGEMENT FOR PURCHASING

BUSINESS PARTNERS AND PRODUCTS

Sage Enterprise Management ERP accesses the latest data about business partners and products. Buy-from, pay-to, and bill-from information is defaulted on purchasing documents, while specific product-level information can be used for sending documents to suppliers using their own nomenclature to facilitate error-free transactions. Supporting information—such as supplier performance metrics, notes, previous purchase prices, and current promotions—can be displayed automatically or by user request. Buyers can easily access product information supporting a variety of purchasing needs related to raw materials, nonstocks, supply items, and services. A special purchase order workplan facility is available for buyers to pull in all open purchase requirements from MRP and other purchase requests, make any adjustments, and automatically create POs.

FLEXIBLE PRICING RULES

With SEM, companies can easily maintain the latest supplier prices, terms, and promotions. Catalog prices, vendor quotes, and contracted prices can be used automatically on purchasing documents, while discounts and charges can either be factored into net price or broken out separately. Financial rewards like free freight can be achieved by ordering groups of related products that meet predefined thresholds.

PURHASE PLANNING & ORDERING

SEM supports the entire RFQ process, including entering products, issuing RFQs to vendors, sending follow-up notices, registering responses, and automatically generating pricing records to use on purchase orders. Purchase requests can be entered manually or generated automatically by MRP or non-MRP replenishment. Contracts can be defined and releases scheduled for both fixed and long-term planning horizons. Purchase orders can be entered manually or created automatically from sales orders, buyer workplans and purchase requests. SEM also supports encumbrance accounting, which allows companies to precommit at the time of request—and formally commit at the time of purchase—expenditures against predefined budgets.

DELIVERY SCHEDULING & RECEIVING

SEM provides the ability to schedule an order quantity for multiple receipt points and delivery dates on one purchase order, thereby reducing the number of POs and allowing price breaks for total purchase quantities. A receipt entry function provides the ability to record carrier information, assign inventory to warehouse locations based on predefined put away rules, and move quality-controlled products to and from QC areas based on user-defined inspection rules. Accepted quantities are immediately available for allocating to orders. Lot numbers and serial numbers can be recorded and subsequently tracked to their final destination, while expiration dates are calculated as required. Rejected products can be scheduled for supplier return with the option to reinstate the PO or request credit. Supplier invoices can be loaded from POs or receipts and three-way-matched prior to acceptance and payment.

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PURCHASING FEATURES & FUNCTIONALITY

PURCHASED PRODUCT CATEGORIES

- Raw materials
- Products purchased for resale
- Supplies and capital equipment
- Services and recurring items (for example, maintenance)
- Nonstocks
- Subcontracted products

PURCHASING MODES

- Centralized and decentralized purchasing sites
- Deliver to internal sites, consignment locations, and customers (direct shipments)

PO CREATION METHODS

- Manually enter POs or duplicate a previous PO
- Copy from purchase requests and vendor quotes
- Automatically generate POs from sales orders and buyer workplans

PURCHASE REQUESTS

- Enter manually or generate automatically from replenishment requirements

- Precommit amounts against budgeted expenditures (encumbrance accounting)
- Optional multilevel approval cycle

REQUEST FOR PROPOSAL

- Enter manually or copy from purchase requests
- Issue RFQs to any number of vendors
- Send follow-up reminders to vendor
- Record vendor quotes, terms, and conditions
- Automatically generate pricing records

PURCHASE ORDER ENTRY

- User-defined order types for varying prompts, displays, and event sequencing
- Vary receiving sites and delivery dates by line item
- Access previous purchase prices during entry
- Enter and default product information by supplier product
- Track product group price thresholds for obtaining free freight
- Issue purchase orders—hard copy or electronic

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SAGE ENTERPRISE MANAGEMENT PURCHASING FEATURES & FUNCTIONALITY

- Order status inquiries by PO, supplier, and product

- PO revision control with ability to replicate one change across multiple line items

CONTRACTS

- Vary terms, validity dates, and prices by line item
- Schedule releases over user-defined firm and planning time horizons

ENCUMBRANCE ACCOUNTING

- Checks budget allowances at time of request and purchase
- Precommits at time of request; commits at time of PO, in fiscal period of order date or due date
- Signature process for approving budget overruns

SIGNATURE MANAGEMENT

- Multilevel approval process: Purchase requests I Purchase orders I Contracts

WORKFLOW

- Controlled by signature management specifically for PO processing
- Available globally based on any significant event trigger

RECEIVING

- Receive by supplier, PO number, or product
- Assign put away locations
- Record lot numbers and serial numbers
- Inspect QC products and calculate expiration dates
- Receive full or partial quantities and products not on PO; option to disallow overreceipts
- Record rejected and disputed receipts

SUPPLIER INVOICE ENTRY

- Vary entry based on user-defined parameters and by invoice type— normal, memo, third-party
- Load lines from original PO or receipt
- Match invoice to PO and receipt information

SUPPLIER RETURNS

- Enter manually or copy from PO or receipt
- Track return reasons and lot numbers
- Option to cancel order or reinstate on same PO line, new PO line, or new PO Inventory

SAGE ENTERPRISE MANAGEMENT FOR INVENTORY

COMPREHENSIVE PRODUCT INFORMATION

Sage Enterprise Management ERP (SEM) Inventory provides a common repository for maintaining product information used in sales, purchasing, warehousing, and production. SEM manages lots, serial numbers, shelf life, expiration dates, and potency. Supported costing methods include standard, average unit, FIFO, LIFO, last, lot, and order cost. Sales information referring to substitutes, supersessions, warranty periods, customer products, and packaging is also provided. Products can be handled in various units of measure including stock, sales, purchasing, and packing, and in different types such as volume and length.

LOCATION MANAGEMENT

Site parameters are used for flexible location numbering format definitions, as well as warehouse receiving, storage, and picking location assignments. Controls are provided to facilitate, delay, or restrict access to locations as needed. Locations can be dedicated to specific items, dynamically assigned, or used to track inventory stored at third-party sites.

INVENTORY BALANCE SNAPSHOTS

SEM allows users to view stock balances by site including on-hand, reserved, available, on-order, in-transit, on backorder, and QC, with further zooms to details at the location and lot levels. Available-to-Promise and projected stock level inquiries help users to visually see—using tables, graphs, or charts—the impact of events like order allocations and planned purchase or production orders.

QUALITY CONTROL AND SAMPLING

Quality control features include forward and backward tracing of all QC-related transactions, as well as managing the disposition of accepted and rejected items. Both normal and lot-controlled items can be tracked from the point of origin—production or supplier—to the subsequent end user. All QC historical transactions are available on a single, easy-to-view window. Quantities in QC may be considered when calculating available stock. Special features are available to control items managed by expiration date, potency, and International Units. QC Sampling logic that supports the ISO 2859 standard is available. Sampling is initiated through multilevel controls and is integrated throughout the QC process.

REPLENISHMENT

Inventory replenishment rules and data are maintained by product and site to help balance customer service and inventory levels, including lead time, safety stock, reorder formulas, and firm and planning time horizons. Replenishment orders can be generated as part of MRP or to reorder buy-for-stock items separately. Multipleorder point and quantity schemes are supported including minimum/ maximum, EOQ, and period coverage. Replenishment orders automatically become open requirements for action by production or purchasing. Internal picking bins are automatically replenished from bulk storage.

STOCK MOVEMENTS

SEM manages all inbound, outbound, and intrasite stock movements. Receipts, shipments, intersite transfers, and returns are tightly integrated with sales and purchasing. Transactions resulting from physical count and other stock adjustments are controlled by parameter-driven entry windows, adaptable to individual user and site policies. All intrasite stock movements to and from the appropriate storage and picking locations are also managed. Simple intersite transfers can be entered without the need to create sales and purchase orders.

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SAGE ENTERPRISE MANAGEMENT INVENTORY FEATURES & FUNCTIONALITY

PRODUCT CATEGORIES

- Manufactured
- Purchased
- Subcontracted
- Phantom
- Internal (supplies and capital equipment)
- Services
- Nonstocked

DESCRIPTIVE PRODUCT INFORMATION

- User-defined numbers, descriptions, and notes
- Embedding of Microsoft® Office documents (Word, Excel®)
- Attached images and documents (such as MSDS)
- Supporting information for sales and purchasing (warranty periods, nonstocks, and substitutes and supersessions)
- Vendor and customer part number cross reference
- Life cycle validity dates
- Multilingual translations

LOCATION MANAGEMENT

- Track inventory by physical location
- Lot numbers and sublots
- Quality status and disposition (accepted, rejected, in QC)

- Serial numbers
- Expiration dates
- Potency
- Issue stock based on first-in or first-expired
- International Units management
- Forward and backward traceability

INVENTORY COSTING METHODS

- Standard
- Revised standard
- Order cost
- Average lot cost
- FIFO
- LIFO
- Average unit cost

INVENTORY BALANCES

- On-hand
- Allocated
- Reserved
- QC
- Available
- On-order
- Backordered
- Transferred
- In-transit

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- Available-to-promise
- Active

QUALITY CONTROL

- Inventory units
- Sales units, by product and customer product
- Purchasing units, by product and supplier product
- Packing units
- Statistical units
- Fixed or variable conversion factors
- Define decimal quantities up to six digits

STOCK INQUIRIES

- Quantities by warehouse
- Stock details by warehouse
- Location contents
- Expired and expiring stock
- Projected stock quantities
- Lots traceability
- Serial numbers
- Available-to-promise
- Stock movements
- Allocation details
- Potency
- Easy download to Excel

PHYSICAL COUNTING

- Cycle, spot, annual, and zero stock counts
- Option to include serial number validation
- Select products based on ABC class
- Enter, review, and validate physical counts
- Maintain last count data by product/size

INVENTORY REPLENISHMENT

- ICalculates reorder points and EOQs
- User-defined safety stock factors
- Calculates periods of coverage and lot sizes
- Use with or without MRP
- Supports minimum/maximum

BILL OF MATERIAL

- Single or multilevel production and sales bills
- Normal components, variants, and options
- Alternate BOM for special customer requirements
- Where-used inquiries
- Copy feature for defining similar BOM structures

INVENTORY MOVEMENTS & TRANSACTIONS

- Intersite (transfers between sites)
- Intrasite (transfers between locations)
- Picking location replenishment suggestions
- Receiving putaway suggestions
- Places locations with expired products on hold
- User-defined allocation and issue rules
- Complete traceability of all movements
- User-defined inventory quantity adjustments

STATISTICS & MANAGEMENT REPORTS

- Inventory accuracy based on count adjustments
- Quality control (rejects, expired products, and others)
- ABC rankings (simulated and actual)
- Supports up to five user-defined statistical product groups (product line, price class, and more)
- Last activity data by product/site

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ABOUT SWK TECHNOLOGIES, INC.

OUR COMPANY

SWK Technologies, Inc. is a technology consulting and services company headquartered in East Hanover, NJ. SWK was established in 1988 and today employs over 190 professionals at our 17 regional, support and sales locations coast-to-coast across the U.S. SWK's parent company, Silver-Sun Technologies, Inc., is traded on the NASDAQ public market under the ticker SSNT.

We help you select and implement the right technology solutions to integrate and unify your systems so your business can run more efficiently.

NEXT STEPS

We're happy to discuss your business needs and evaluate them against your current software and systems. In fact, we routinely provide business direction gap analysis (BDGA) for our customers to help them:

- Improve business performance
- Unify discrete systems
- Improve data quality and accessibility
- Reduce risk
- Generate better reports
- Adhere to regulatory compliance
- Better serve customers
- Compete against companies that have state-of-the-art systems

In addition to a business and software assessment consultation —which includes our executive sales team and subject matter expert consultants—we're happy to show you an SEM demo. After which we can provide you with a detailed proposal.

OUR TEAM

We are a Sage Master Developer since 1989—as a Sage Master Developer, we are approved to access Sage's source code and documentation for the Sage product family*. All SWK custom programming looks and functions as if it is an integral part of the original software.

Our dedicated Sage Enterprise Management (SEM) practice team has nearly 80 years of combined experience implementing and customizing Sage solutions. With over 50 successful SEM implementations, and a multitude of customizations and integrations, not found anywhere else, our SEM team has a history of providing invaluable ERP services to our customers.

* SWK's specialized EDI, MAPADOC, is written in the same code as Sage software. MAPADOC is currently the only EDI endorsed by Sage for SEM, Sage 100 and Sage 500.

CONTACT US TODAY AT:
EM@swktech.com

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