



Your business in mind.



## SAGE MAS 500

## PURCHASE ORDER

### BUSINESS INSIGHTS

Sage MAS 500 takes inquiry, drill-down, monitoring, and data analysis to a whole new level with out-of-the-box business intelligence tools, including Business Insights Analyzer, Business Insights Explorer, Alerts, Crystal Reports®, Web Reports, and integration with desktop productivity tools.

### REPORTING FEATURES

- Maintain custom form layouts for printed forms.
- Tailor forms to your organization's design requirements.
- Export any report data to an external file. Data types supported include ASCII text, delimited, Excel, Lotus 1-2-3, XML, PDF, HTML, RTF, or Microsoft Word.
- Output any report to the screen, a printer, or a variety of file formats.
- Create customized, presentation-quality reports through Crystal Reports software.

### REPORTS

- Open Purchase Orders
- Open Purchase Order Items
- Purchases Journal
- Purchase Price Variance
- Change Order
- Back Ordered Purchase Orders
- Expected Delivery
- Standard Cost Analysis
- Purchases Clearing
- Blanket Purchase Orders
- Vendor Performance
- Purchase Order Status
- Purchase Analysis
- Tagged Orders

### SAGE MAS 500 SOLUTIONS

- CRM and E-business
- Financials and Project Accounting
- Distribution and Manufacturing
- Human Resources and Payroll
- Customization and Integration
- Business Intelligence

Item	Qty Requested	UDM	Unit Cost	Extended Amt (USD)	Vendor	Request Date
1 GatewayP5	4.0000		430.0000	1,720.0000	ACS	06/05/2004
2 EthernetHub	1.0000		75.0000	75.0000	ACS	06/05/2004
3 Keyboard	1.0000		25.0000	25.0000	ACS	06/05/2004
4						

### Increase Accuracy Throughout Your Purchasing Process

The Sage MAS 500 ERP Purchase Order module helps you save time, reduce costs, and automate processes through supply chain management tools. Purchase Order provides you with the functionality to simplify your purchasing and receiving processes, while ensuring greater order accuracy. Because you can create a requisition quickly and easily without prior knowledge of your vendors or buying practices, the system enables you to enjoy the efficiency of flexible purchasing workflows. Purchase Order also tightly controls buyers' spending limits and provides complete audit tracking for maximum accountability.

When purchases are received, the system can automatically capture important vendor metrics. This includes information about correct item and quantities shipped, damaged goods, even labeling and packaging. This information is combined with delivery timing and cost variance data in a valuable Vendor Performance report. Purchase Order can also maximize warehouse efficiencies by guiding receiving personnel to designated preferred stock put-away bins.

A variety of system features use the power of automation to minimize costly quantity and pricing errors, as well as errors in receipt of goods. You can create vouchers that automatically default from the related purchase order. You can tie a purchase order to a sales order so that incoming products are correctly allocated to your priority customers. And you'll save time and maximize productivity by using the system's extensive drill-down and drill-around capabilities to track transactions step by step back to their origins.

