



General

P-Ex Mobile Stock is an application for Windows Mobile 6.0/6.5 devices which allows users to create stocktakes, stock transfers and various kinds of receipts and issues in (almost) real time on a hand-held device. It does not involve exporting or importing any data to or from files.

Communication with the back-end database is via Wi-Fi (or via cradle or USB connection where there is no Wi-Fi). The raw data imported from the device is converted to transactions by the P-Ex Automation program.

NOTE: Do not buy hardware without speaking to us first.

Installation

Before you start, ensure that your system administrator has set up everything described in the System Requirements section (Appendix 1).

To install the software, follow the instructions in Appendix 2.

To set up the application, follow the instructions in Appendix 3.

Current version

The program will currently only work for the database company 'MAIN'.

The first release of this program only supports the following transaction types:

- Stocktakes
- Stock transfers
- GRNs – against POs which were raised in P-Ex or with no PO
- External stock issues (to clients)
- Internal stock issues (internal use or scrappage)
- Internal stock receipts (internal returns to store or miscellaneous returns from jobs)

It does not support receiving goods against purchase orders created in other systems. It does not yet support despatch notes against sales orders created in P-Ex Trader or other systems.

External Issues can only be made to customers.

It requires the entry of job numbers on external issues and on internal issues/receipts) so that they can be linked to jobs in other systems. The job number field in P-Ex Trader must be reference 1.

If a purchase order has the same item on it multiple times, receipts will only be created against the first instance of that item on the order.

Only single-level accounts codes (nominal masks) are as yet supported.

Batch numbers / serial numbers are supported for stock, as are asset tags and calibration dates for tools, but stock condition and best before dates have not yet been implemented.

Using Mobile Stock

The application will automatically start when you start your device.

The first screen you see on normal use is:

	<p>This is the 'home' screen from where you decide what sort of transaction you are doing and create the transaction, prior to adding items.</p> <p>You need to select one of the six 'radio' buttons at the top of the screen. Ticking 'reverse transaction' will give you options for returns. Once an option is selected, information about the transaction type will appear in the centre of the screen.</p> <p>Select the main location you are working at (which could be a warehouse or a van fleet). This will always start as the default location you selected in 'Options', but can be changed for any transaction.</p> <p>If you tick 'Work offline', you won't have access to any real-time lookups like stock balances, outstanding orders, etc.</p> <p>Click 'Start' to get going.</p>
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The Tools menu has three options:

- The Credentials menu on which you set and test your database connection credentials, and synchronise master data with the server. You can also clear transactions.
- The Options menu where you decide which of the transaction types you will be using, of those your user group has access to. You also set your device ID code, the internal 'company' name and set your default main location.
- The Sync menu, which sends your saved transactions to the server. If working offline where there is no Wi-Fi, you need to be connected to the PC and 'connected' in Mobile Device Centre to sync data.

The About menu tells you about the program.

NOTE: When you get back to this screen, and if you have finished for the time being, press Tools -> Sync.



Other screens in P-Ex Mobile Stock

Apart from the 'home' screen (above) there are 5 other data processing screens in the application:

More Info (Transaction)

This screen allows you to enter additional transaction header data:

- 'To' location: required for stock transfers;
- Department: required only if your system settings require it;
- Division: required only if your system settings require it;
- Job No: required for all stock issues and receipts and for any other documents where no parent document is selected. Not required for stocktakes and transfers.

Some fields will accept scanned data – these are shaded and have an additional 'Go' button next to them. These fields will be enabled only when needed. All enabled fields are mandatory.

Select Order

Used with GRNs and despatches (or supplier/customer returns) this screen allows you to select the parent document number. To select an order you have three options:

- Enter a PO number including its 4-letter prefix, e.g. PORD1435 (at the moment this is not validated).
- Tick to say it's a manual transaction – i.e. there is no parent document. If you do this you will be prompted to select a supplier or customer (as below).
- Select an order from the list. This system is under development and should only be used when the number of open orders is 100 or less. In a future build we will add a function to store lists of outstanding orders on the device and have this data update itself when the device is docked.

Select Supplier / Select Customer

This screen allows you to enter a customer or supplier. It will appear when necessary. You can select one from a dropdown or enter an account number.

If your system settings define it, the list will be restricted to suppliers which are mapped to an external system (in the current version this means having a value in Account reference 1).



Select Item

On this screen you enter the items on the transaction.

- Sublocation: required for all transactions;
- Item ID: required for all transactions;
- Quantity: required for all transactions;
- Asset Tag: optional (used for tools and equipment rather than stock). This updates the item master.

This screen includes the option to add another item to the transaction.

More Info (Item)

This screen allows you to enter additional transaction detail data:

- 'To' sublocation: required for stock transfers;
- Department: required only if your system settings require it;
- Reference: required only if your system settings require it;
- Batch/serial: required for any item where batch tacking is mandatory, and available for any item where batch tracking is optional;
- Condition: required for a batch if your system settings require it;
- Best before date (BBD): required for a batch if your system settings require it;
- Calibration Date: optional e.g. for tools if your system settings allows it. This updates the item master.

Some fields will accept scanned data – these are shaded and have an additional 'Go' button next to them. This screen includes the option to add another item to the transaction. All enabled fields are mandatory.



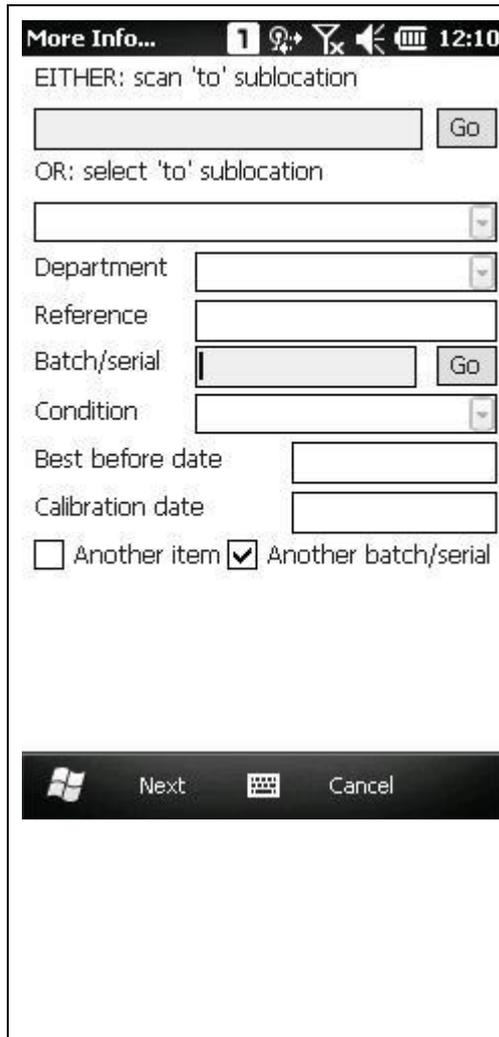
Stocktake

The stocktake is the most basic function. Having selected the stocktake option on the home screen and pressed 'Start' you will see the 'Select Item' screen:

	<p>With the cursor in the first shaded box, scan the barcode label for the sublocation, by pressing the device's yellow button or by pressing the top 'Go' button. On a successful scan the dropdown preselects the scanned sublocation. Alternatively you can just select the sublocation from the dropdown.</p> <p>With the cursor in the second shaded box, scan the barcode label for the item, by pressing the device's yellow button or by pressing the second 'Go' button. On a successful scan the item ID is confirmed in the 4th box. Alternatively you can just type the item ID into the 4th box.</p> <p>Enter the quantity in the box, using the keypad or the onscreen keyboard.</p> <p>You can add an asset tag here if necessary – note that this applies to tools etc, because it applies to the item.</p> <p>Optionally tick 'Add another item' to return to this screen after processing.</p> <p>Click 'Finish' at the bottom of the screen.</p>
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If you have selected an item which requires a batch/serial number, or if your configuration requires it, you will be taken to the 'More Info (Item)' screen as shown below. Otherwise the process will complete.

More Info (Item)



With the cursor in the first shaded box, scan the barcode label for the 'to' sublocation, by pressing the device's yellow button or by pressing the top 'Go' button. On a successful scan the dropdown preselects the scanned 'to' sublocation. Alternatively you can just select the 'to' sublocation from the dropdown.

- Select a department (mandatory if enabled).
- Enter a reference (mandatory if enabled).

If the field is enabled, with the cursor in the second shaded box, scan the batch number or serial number for the batch, by pressing the device's yellow button or by pressing the second 'Go' button.

- Select a condition (mandatory if enabled).
- Enter a best before date (mandatory if enabled).
- Enter a calibration date (if required and if enabled).

Optionally tick 'Another item' to return to this screen after processing.

Optionally tick 'Another batch/serial' and press 'Next' to add this batch or serial number to the document and stay on this screen to add another one. When you have added them all, untick 'Another batch/serial' and continue as below.

Click 'Finish' at the bottom of the screen.



Stock Transfers

Stock transfers require additional information. Having selected the transfer option on the home screen and pressed 'Start' you will see the 'More Info (Transaction)' screen:

	<p>Unless your settings require it, the only field you need to complete is the 'to' location.</p> <p>The 'to' location isn't a rack or sublocation, but is the destination main location. If you are merely moving items from one sublocation to another at the same location you should select the same as the main location you selected on the 'home' screen.</p> <p>Select a department (mandatory if enabled).</p> <p>Select a division (mandatory if enabled).</p> <p>Job numbers are not used on transfers.</p> <p>Click 'Next' at the bottom of the screen.</p>
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You will be taken to the 'Select Item' screen as for a stocktake.

If you have selected an item which requires a batch/serial number, or if your configuration requires it, you will subsequently be taken to the 'More Info (Item)' screen as shown under Stocktakes. Otherwise the process will complete.

Goods Received Notes (GRNs)

GRNs need a parent order or a supplier. Having selected the GRN option on the home screen and pressed 'Start' you will see the 'Select Parent Order' screen:

	<p>Enter the PO number you want to receive goods from. Note that in the current version this data is not validated.</p> <p>Alternatively tick to indicate that there isn't one.</p> <p>Alternatively tick to show a list of outstanding orders (number and supplier). Select one in the table (not shown), which may take some time to populate. Note that this option is not available if working offline.</p> <p>Click 'Next' at the bottom of the screen.</p>
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If you have ticked 'no order', you will be asked to select a supplier (as overleaf).

	<p>Pick a supplier, or type the account number, if you know it.</p> <p>Press 'Next' at the bottom of the screen.</p>
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After selecting a parent order or a supplier, you will be taken to the 'Select Item' screen as for a stocktake.

If you have selected an item which requires a batch/serial number, or if your configuration requires it, you will subsequently be taken to the 'More Info (Item)' screen as shown under Stocktakes. Otherwise the process will complete.

External Issues

External Issues need a customer. Having selected the External Issue option on the home screen and pressed 'Start' you will see the 'Select Customer' screen:

	<p>Pick a customer, or type the account number, if you know it.</p> <p>Press 'Next' at the bottom of the screen.</p>
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You will be directed to the 'More Info (Transaction)' screen, as for a transfer, where you will need to enter a Job Number. Then you will be taken to the 'Select Item' screen as for a stocktake.

If you have selected an item which requires a batch/serial number, or if your configuration requires it, you will subsequently be taken to the 'More Info (Item)' screen as shown under Stocktakes. Otherwise the process will complete.



Internal Issues

Internal Issues need a job number. Having selected the Internal Issue option on the home screen and pressed 'Start' you will see the 'More Info (Transaction)' screen:

	<p>Unless your settings require it, the only field you need to complete is the Job Number.</p> <p>Select a department (mandatory if enabled).</p> <p>Select a division (mandatory if enabled).</p> <p>Enter a Job Number.</p> <p>Click 'Next' at the bottom of the screen.</p>
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If you have selected an item which requires a batch/serial number, or if your configuration requires it, you will subsequently be taken to the 'More Info (Item)' screen as shown under Stocktakes. Otherwise the process will complete.



Internal Receipts

Internal Receipts need a job number. Having selected the Internal Receipt option on the home screen and pressed 'Start' you will see the 'More Info (Transaction)' screen:

	<p>Unless your settings require it, the only field you need to complete is the Job Number.</p> <p>Select a department (mandatory if enabled).</p> <p>Select a division (mandatory if enabled).</p> <p>Enter a Job Number.</p> <p>Click 'Next' at the bottom of the screen.</p>
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If you have selected an item which requires a batch/serial number, or if your configuration requires it, you will subsequently be taken to the 'More Info (Item)' screen as shown under Stocktakes. Otherwise the process will complete.



Supplier returns

These are not yet implemented, but will follow the same process as GRNs, but you will need to select a GRN not a purchase order.

Despatch Notes

These are not yet implemented, but will follow the same process as GRNs, but you will need to select a customer not a supplier, and a sales order, not a purchase order.

Customer Returns

These are not yet implemented, but will follow the same process as GRNs, but you will need to select a despatch note, not a sales order.

External Receipts

These are not yet implemented, but will follow the same process as External Issues, but you will need to select a supplier not a customer.



Appendix 1 – System Requirements

Hardware

The program requires Cipherlab hardware. It has been developed on a Cipherlab CP30 running Windows Mobile 6.5, and it has been tested and implemented on a Cipherlab CP9200 running Windows Mobile 6.5.

Databases

To allow Mobile Stock to work, your P-Ex system needs to be configured as follows:

1. Default Sales and Purchase ledgers must be set in P-Ex Trader.
2. Database update required for Mobile Stock. In the current version this is an implementation task.
3. Settings controlling your use of the program need to be configured. In the current version this is an implementation task. Settings include:
 - a. Use of department, division and job ref on header.
 - b. Use of department, BBD, condition, calibration date, reference on details.
 - c. Allow/prevent user seeing stock balances.
 - d. The templates to be used for the transaction types.
 - e. Option to restrict customers/suppliers to those with a non-null Account Reference 1.
4. All items to be scanned need to have the barcode field completed on the item master.

You require the 'Suddensource' system database in addition to your P-Ex Trader database. This holds details of the Mobile Stock users.

Network/PC

Your network requires:

1. Wireless access in all areas where the program is to be used in real time.
2. P-Ex Automation running the Mobile Stock service, on a recommended frequency of between 5 and 20 minutes.

Your PC needs the Windows Mobile Device Centre installed.

Barcodes

Your barcode labels should be 'Code 128' format. We use what is in effect the default barcode format.

You need labels for sub-locations and items.



Appendix 2 – Installing and Upgrading

Connect the device to your PC and ensure it is 'Connected' in the Mobile Device Centre.

The program is supplied as a CAB file. Find the folder on your desktop called something like "Documents on My CP30" and drop the CAB file into that folder.

In Mobile Device Centre, press the small green 'Sync' button and wait till it has synchronised.

On the device, navigate to My Documents (or USER DATA as necessary) and click the CAB file to install the software.

Note: To uninstall this program, you need to use the option the Mobile Device Centre:

- Go into Programs and Services
- Click 'More...'
- Click on 'Add/Remove programs'
- Un-tick the box next to 'P-Ex Mobile Stock' and press OK.

Appendix 3 – Getting Started

The device must be configured to use your organisation’s wireless network before you can use the program.

Connect the device to your PC and ensure it is ‘Connected’ in the Mobile Device Centre.

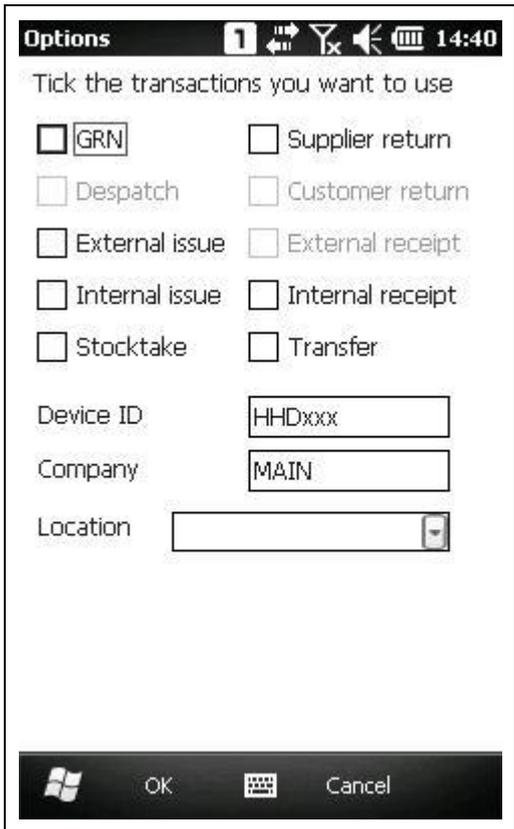
The small database the application uses on the device has certain default entries in it which must be altered before you can use the program.

Start your device. The application will start automatically and you will see this screen:

	<p>Change the user name from ‘USERNAME’ to the name given to you by your administrator.</p> <p>Change the database from ‘DATABASE’ to the name given to you by your administrator.</p> <p>Change the server name from ‘SERVER’ to the name given to you by your administrator.</p> <p>Click ‘Test’.</p> <p>If you get a success message then click ‘Get master data’. This will take several minutes, during which time you will see four coloured dots moving round telling you the device is busy.</p>
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Once that is done, Click ‘OK’ on the menu at the bottom of the screen.

The next screen you will see is your options settings:

	<p>Tick the required document types. The ones greyed out are ones your user group has no access to.</p> <p>We recommend that you only tick these in this release:</p> <ul style="list-style-type: none">• Stocktake• Transfer• GRN• External Issue• Internal Issue• Internal Receipt <p>Then:</p> <ul style="list-style-type: none">• Change the device name from 'HHDxxx' to the name given to you by your administrator.• Ensure the company setting is set to 'MAIN'.• Select your default location from the dropdown. This can be changed on any transaction.
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Once that is done, Click 'OK' on the menu at the bottom of the screen to return to the home screen.



Appendix 4 – Troubleshooting

If something goes wrong, please tell support:

- The last screen you were on
- The last thing you did.
- The error message you received.

Sending Screenshots

We can give you a program called CapSure which will enable you to capture a screenshot. The image will be saved in My Documents on the device and will synchronise to the folder on your desktop called something like “Documents on My CP30”. You can then send them to support.



Appendix 5 – Platforms and Versions

Version 1.x is built using the .NET 2.0 compact framework in Visual Studio 2005, and uses a SQL Server Compact 2005 database. Version 2.x will be the first version created if and when a new platform is used.

Version 1.1.x is the first database schema for this platform. Version 1.2.x will require a database update as well as a program update.

The third digit in the sequence is not used.

Version 1.1.0.1 is the first build for the above platform and database schema. Version 1.1.0.2 will be the next build on this platform/schema.