


Printing the Outstanding Parts Report

- Select Stock/Parts
- Select Outstanding Parts Report

Sort List By	<input type="text" value="J"/>	<S>upplier, <O>rder, <J>ob
Job Number	<input type="text"/>	
Supplier Account	<input type="text"/>	
Include Returned Parts	<input type="text" value="Y"/>	
Include In House Stock	<input type="text" value="N"/>	Supplier = 'STOCK Or INHOUSE'
Include Only Live Jobs	<input type="text" value="Y"/>	Not Deleted, Not Written Off
Include Jobs Not Live	<input type="text" value="N"/>	Jobs Not Yet In Progress, Not Started
Include Parts Not	<input type="text" value="D"/>	<D>elivered, <P>riced
Include Completed Jobs	<input type="text" value="N"/>	Jobs Marked Completed
Ignore Order Before	<input type="text"/>	
Parts Price At Zero	<input type="text" value="S"/>	<S>elling, <P>urchase
Job Source Analysis	<input type="text"/>	
Ignore Orders After	<input type="text" value="21/03/2007"/>	

- Enter O to print by Order or J to print by Job.
- Set "Include In House Stock" to Y.
- Set "Include Completed Jobs" to Y.
- Enter the date you want to go back to, in the "Ignore Orders Before" field.
- Click the  to print. The report will be printed to screen using Adobe Acrobat and can then be printed or emailed as required.