Inter-Site Transfers
User Guide

Version 18.2 for Dynamics GP 18.2

Document version: 18

Date: April 1st, 2020

Contents

Inter-Site Transfers

The Trinity Inter-Site Transfers module provides the functionality for carrying out stock transfers between sites. When physically transferring items between sites, there is a period when items are not at either site. The Inter-Site Transfers module allows you to set up "In-Transit" sites so that stock transferred between sites can be continually tracked.

The main features of Inter-Site Transfers are:

- The facility to transfer stock between sites while maintaining permanent visibility
- The facility to define In-Transit sites
- The facility to set up internal customers and vendors
- The facility to create purchase orders for inter-site transfers
- Underlying processing automatically creates corresponding sales orders for all internal purchase orders

Note that when carrying out Inter-Site Transfers on Serial Tracked Items, the Serial Numbers may not be longer than nineteen characters. This limitation should be taken into account when setting up Serial Tracking on Items that may be involved in Inter-Site Transfers.

In-Transit Sites

Multiple In-Transit sites can be set up in the Inter-Site Details Maintenance window. In-Transit sites are used solely for the allocation of Inter-Site Transfers and represent the period during which Items are at neither the purchasing nor the selling site.

Internal Customers and Vendors

Internal Customers and Vendors are used primarily in sales and purchasing transactions where customers and vendors must be entered. All sites involved in Inter-Site transfers should have Internal Customer and Internal Vendor values assigned to them in the Inter-Site Details Maintenance window.

The Inter-Site Transfer cycle

Status	Action	Item Location
0	New Internal purchase order created by the ordering site (Site B) against the Internal Vendor ID representing the sending site (Site A)	Site A
1	Purchase Order released	Site A
2	Corresponding Sales Order automatically created against the Internal Customer ID representing the ordering site (Site B)	Site A
3	Sales Order transferred to Invoice and Posted	In-Transit Site
4	Corresponding Receivings Transaction posted	Site B

Automatic Creation of Sales Orders

Two mechanisms are available for the automatic creation of inter-site Sales Orders:

1. eConnect – available from Trinity 11.0.4 onwards – see Appendix B for details

2. Nolan Business Solutions Sales Order Import – see Appendix C for details

The method to be used is specified on the Inter-Site Transfers Setup window.

1. Inter-Site Transfers Setup Window

Tools >> Setup >> Trinity >> Inter-Site Transfers >> Inter-Site Transfer Setup

Use the Inter-Site Transfers Setup window to:

1. Set up Inter-site transfer options

1.1 Setting Up Inter-Site Transfer Parameters

To set up Inter-Site Transfer options in the Inter-Site Transfers Setup window:

Stock "transferred" to In-Transit Sites is assigned to the next sequential Batch ID. If you do not set up details in this window, then the first inventory Batch ID automatically defaults to IST000000000001.

1. Enter an Inter-Site Batch Prefix. All Inter-Site Transfer generated inventory adjustments are assigned to batches beginning with this prefix, for example, IST0000000001.
2. Enter the Inter-Site Batch Next Number. This number begins the numbered sequencing of the Inter-Site Batches.
3. Choose the method to be used to Create Sales Orders. The available options are eConnect (see Appendix B for details) and Nolans SOP Import (see Appendix C for details).
4. If using eConnect to create Sales Orders, specify the default Batch ID to be used. This Batch ID is used if a Batch ID is not specified against the sending Site in the Inter-Site Details Maintenance window.
5. Select the Item History Summary Updates for IST's checkbox if you want the Microsoft Dynamics™ GP Item History window to display details of Inter-Site Transfers.
   If you do not select this option, Inter-Site Transfer details are not displayed in the Item History window.
6. Select the Ignore Order Method for IST's within PO Generator checkbox if you want any order methods set up in the Purchase Order Generator Item Maintenance window to be ignored when generating internal purchase orders.
7. Select the IST Receipt Validation option if you import POP Receivings transactions through econnect or another integration tool and would like the associated Inter-site

transfer cross-reference information to be generated before posting. See Validating Imported Receipts for more details.

8. If you choose the Record Transaction History option, when an Inter-site transfer receipt is posted, any related in-transit records (tcsSOPTB00029_IST_InTrns table) are transferred to a history table. The Clear Transaction History button can be used to remove old records from the history table. When you click the button, a window opens, allowing you to remove all records or records older than a specified date.

9. If using eConnect to create Sales Orders, by default, the orders are created in the Batch specified against the sending site in the Inter-Site Details Maintenance window. If no batch has been specified against the site, the default eConnect Batch ID (above) is used. To override this with a sequential or user-ID based Batch ID, select the Override Site Batch checkbox.
    *If using Nolan's SOP Import to create Sales Orders, by default, orders are created with the Batch ID specified as the Import Batch in the Import Definitions Maintenance window. To override this with a sequential or user-ID based Batch ID, select the Override SOP Import Batch checkbox.

10. If you have chosen to override the Site Batch (or SOP Import Batch), you must select to use either a Sequential Batch Number or a User ID Based Batch.

11. If you have chosen to override the Site Batch (or SOP Import Batch), enter an Import Batch Prefix, i.e., "IST."

12. If you have chosen to use a sequential Batch Number, the first Batch Number/Seq defaults to 000000000001, but you can change this if you wish. The Batch ID used for inter-site sales orders is made up of the Batch Prefix followed by the sequential number, i.e., IST000000000001.

    If you have chosen to use a user-ID based Batch, the Batch ID used for inter-site sales orders is made up of the Batch Prefix, followed by the user ID, i.e., IST-user1.

13. Select to use Current Date or PO Required date as the Requested Ship Date on the Imported Order. This entry determines how the requested ship date is set when the inter-site sales order is created.

14. Click OK.

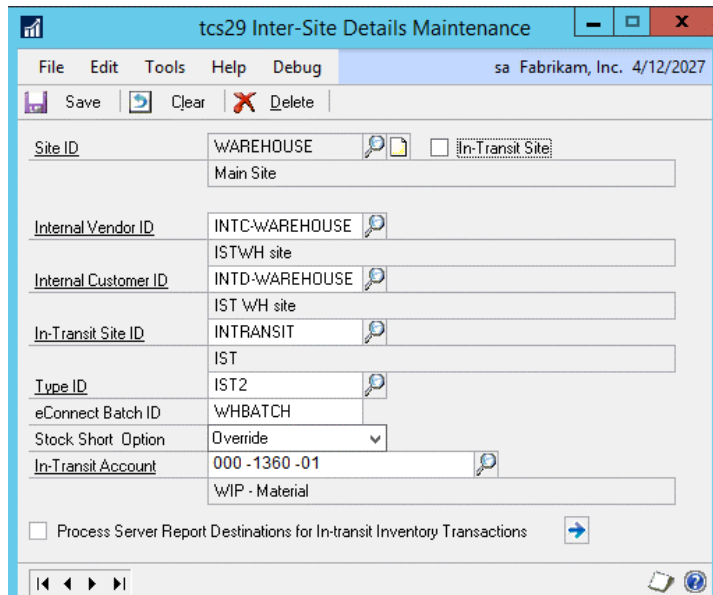## 2. Inter-Site Details Maintenance Window

Tools >> Setup >> Trinity >> Inter-Site Transfers >> IST Site Setup

Use the Inter-Site Details Maintenance window to:

- Set up In-Transit Sites
- Set up and maintain sites for Inter-Site Transfers

Note that this window is also available as an Additional option through the Microsoft Dynamics™ GP Site Maintenance, Customer Maintenance, and Vendor Maintenance windows.

2.1 Setting Up In-Transit Sites

To set up In-Transit Sites in the Inter-Site Details Maintenance window:

1. Enter a Site ID or select one using the lookup.

   If you enter a Site that does not already exist, then you are asked if you want to create the Site. If you click Yes, the Site Maintenance window is displayed.

   It is recommended that a different In-Transit Site is set up for every site used for Inter-Site Transfers to enable more straightforward verification of stock balances.

2. Mark the In-Transit Site checkbox. All other fields are voided automatically.

   ⚠ Note that if the Site you have selected is attached to an Internal Customer or Vendor, or has outstanding sales or purchasing transactions against it, then you are unable to select it as an It-Transit Site. A warning is displayed, and you should amend your selection accordingly.

3. Click Save.

To delete an In-Transit Site, click the Delete button. You cannot delete an In-Transit Site with current transactions against it.

Note that you can click Clear at any point to clear your selection from the window.

2.2 Setting Up Sites for Inter-Site Transfers

To set up Sites for Inter-Site Transfers in the Inter-Site Details Maintenance window:

1. Enter a Site ID or select one using the lookup.

   If you enter a Site that does not already exist, you are asked if you want to create the Site. If you click Yes, then the Site Maintenance window is displayed.

   Note that all sites can be set up for Inter-Site Transfers except for sites that have been selected as In-Transit Sites.

2. Enter an Internal Vendor ID or select one using the lookup. The Internal Vendor ID is the Site from which Items are transferred when you set up an Inter-Site purchase order.

   ⚠ If you select an Internal Vendor ID that has outstanding purchase orders against it, or it has been assigned as Internal Vendor to another Site, then you are not able to make this selection, and a warning is displayed accordingly.

   If you enter a Vendor ID that does not already exist, then you are asked if you want to create it. If you click Yes, then the Vendor Maintenance window is displayed.

   Note that when creating an Internal Vendor ID, it is recommended that the name is set up to be closely identified with the Site ID, for example:

Site ID	London
Internal Vendor ID	INTCREDLON
Name	Internal Vendor ID for London Site

3. Enter an Internal Customer ID or select one using the lookup. The Internal Customer ID is the Customer ID that is assigned to sales orders when you have entered an Inter-Site Transfer purchase order with this Site as the Site ID.

⚠️ If you select an Internal Customer ID that has outstanding sales orders against it, or that has been assigned as Internal Customer to another Site, then you are not able to make this selection, and a warning is displayed accordingly.

If you enter a Customer ID that does not already exist, then you are asked if you want to create it. If you click Yes, then the Customer Maintenance window is displayed.

Note that when creating an Internal Vendor ID, it is recommended that the name is set up to be closely identified with the Site ID, for example:

Site ID	London
Internal Customer ID	INTDEBTLON
Name	Internal Customer ID for London Site

4. Enter an In-Transit Site ID or select one using the lookup. You can only select a Site that has been defined as an In-Transit Site.

When an IST sales invoice is posted from this Site ID, then the stock is transferred to this In-Transit Site until it is received into the Receiving Site.

5. Enter the Type ID or select one using the lookup; this is the Type ID that Inter-Site Transfer sales orders are created with when they are automatically generated when the purchase order is released.

Note that it is recommended that for Inter-Site Transfers, you create a new Sales Type ID and Invoice Type ID, for example, ISTORD and ISTINV, to recognize them as internal documents.

6. If using eConnect to create Sales Orders, enter the Batch ID to use; this is the default Batch ID and is overridden if the Override Site Batch option on set on the Inter-Site Transfers Setup window.

7. If using eConnect to create Sales Orders, select the Stock Shortage option to use when an inter-site sales order is created.

8. If using Nolan's SOP Import to create Sales Orders, enter an SOP Import ID, which must be an Import Definition ID that you have set up in the Nolan Business Solutions Import Definitions Maintenance window (see Appendix C).

Note that it may aid document storage if different SOP Import IDs are set up and assigned to each Site ID used for Inter-Site Transfers as this retains site documents within Site-specific folders on your system.

9. Enter an In-Transit Account or select one using the lookup. This account is linked to the sending Site ID. You must also enter this In-Transit Account as the Accrued Purchases account (see Cards >> Purchasing >> Vendor) for the Internal Vendor that is transferring Items from this Site.

10. If you are using Process Server, click the expansion button to display the Report Destination window where you must select printing destinations for the Inventory

Transaction Journal, Transaction GL Register, and Cost Variance Journal. Once print destination options have been selected, the Process Server Report Destinations for In-transit Inventory Transactions option is checked.

11. Click Save.

Note that before making any Inter-Site Transfers, you should ensure that the relevant Item Numbers have been assigned to the Internal Vendor ID and the In-Transit Site. You are not able to create an Inter-Site purchase order if the Item Numbers have not been assigned to these locations.

To delete Inter-Site details, click the Delete button. You cannot delete Inter-Site details where there are current Inter-Site transactions against the Site ID.

Note that you can click Clear at any point to clear your selection from the window.

3. Purchase Order Entry - Inter-Site Transfers

Transactions >> Purchasing >> Purchase Order Entry

Use the Purchase Order Entry window to:

- Enter purchase orders

Sending Site (Internal Vendor)

Receiving Site (Internal Customer)

The Microsoft Dynamics™ GP Purchase Order Entry window has been given added functionality by the Inter-Site Transfers module to create purchase orders for Inter-Site Transfers. Inter-site purchase orders can also be generated automatically using the Microsoft Dynamics™ GP Generate Suggested Purchase Orders window.

Note that you can't create inter-site purchase orders for Dual Quantity Catchweight Items that are Lot Controlled.

3.1 Creating Purchase Orders for Inter-Site Transfers

To create purchase orders for Inter-Site Transfers in the Microsoft Dynamics™ GP Purchase Order Entry window:

The purchase order should be entered following the standard Microsoft Dynamics™ GP procedure. However, several adapted procedures should be followed for Inter-Site Transfers.

1. The Type selected should be Standard. You cannot select the Type Drop-Ship for an Inter-Site Transfer.
2. The Vendor ID entered should be the Internal Vendor ID set against the Site (see Setting Up Sites for Inter-Site Transfers) **from** which you want to transfer Items.
3. Only Items on the Inventory can be added to an Inter-Site Transfer purchase order. Kit Items cannot be included on an Inter-Site transfer purchase order.
4. The Site ID selected should be the Site that you want to transfer Items **to**.
   Note that you can't select an In-Transit Site as the Site ID.
   The Site selected (the receiving Site) cannot be the same as the Site to which the Internal Vendor ID on the purchase order has been assigned (the sending Site).
   The Site selected must have been set up to incorporate Inter-Site Transfer functionality in the Inter-Site Details Maintenance window.
   When you have entered a Site ID, all other Item lines on the purchase order must have the same Site ID.
5. Click Save to save the purchase order.

   When viewing an Inter-Site Transfer purchase order that has been released, you can select Inter-Site Sales Orders under Additional to view the corresponding sales order in the Microsoft Dynamics™ GP Sales Transaction Inquiry Zoom window.

   ⚠ Also note that if you amend a purchase order, where it has been released, and a corresponding sales order created, then a warning is displayed indicating that you also need to amend the corresponding sales order.

   ⚠ If you attempt to amend a purchase order where the corresponding sales order has been transferred to the invoice, a warning that the sales order has already been posted and the stock may not exist In Transit appears. It is highly recommended that you not amend Inter-Site purchase orders where the corresponding invoice has been posted.
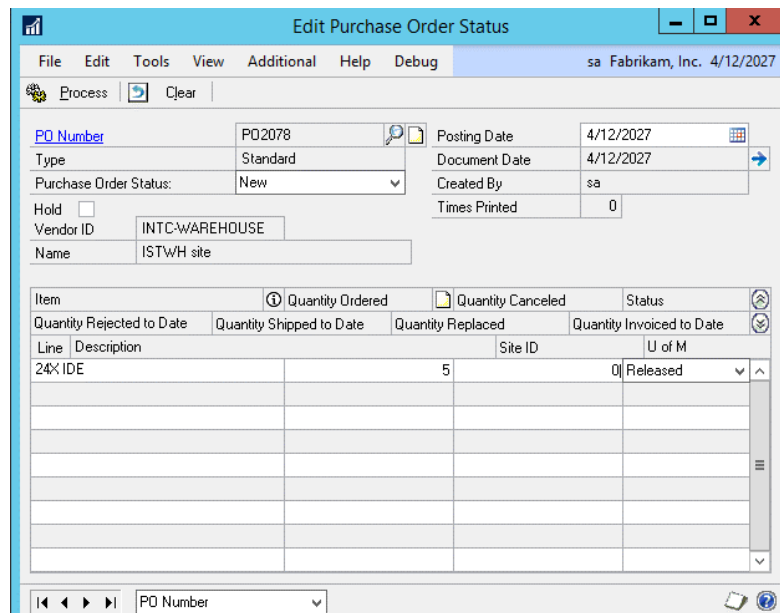
4. Edit Purchase Order Status window - Inter-Site Transfers

Transactions >> Purchasing >> Edit Purchase Orders

Use the Microsoft Dynamics™ GP Edit Purchase Order Status window to:

• Edit purchase order statuses

When an Inter-Site Purchase Order is released using the Edit Purchase Order Status window, an Inter-Site Sales Order is created in the Receiving site.

Note that the same functionality is achieved by printing the purchase order from the Microsoft Dynamics™ GP Purchase Order Entry window.

4.1 Releasing Purchase Orders for Inter-Site Transfers

To release purchase orders for Inter-Site Transfers in the Microsoft Dynamics™ GP Edit Purchase Order Status window:

1. If you want to create a corresponding sales order to your Inter-Site purchase order, you should set the Purchase Order Status to Released, then click Process. The purchase order is processed, and the sales order automatically generated.

    If using the eConnect option to create Sales Orders, any errors are displayed in the tcs29 Inter-site processing – Error window (errors are displayed in the Inet Processing window if using Nolan's SOP Import option).

    If an error occurs, the purchase order is reset to a status of new. No corresponding sales order is created. You should amend the purchase order to resolve the cause of the error before re-releasing it.

2. If you amend the status of a line item on the purchase order, where the sales order has already been created, then a warning is displayed indicating that you should also amend the corresponding sales order.

    When viewing an Inter-Site Transfer purchase order that has been released, you can select Inter-Site Sales Orders under Additional to view the corresponding sales order in the Microsoft Dynamics™ GP Sales Transaction Inquiry Zoom window.

5. Sales Transaction Entry - Inter-Site Transfers

Transactions >> Sales >> Sales Transaction Entry

Use the Sales Transaction Entry window to:

- Enter a sales order

Sending Site
(Internal Vendor)

Receiving Site
(Internal Customer)

The Microsoft Dynamics™ GP Sales Transaction Entry window has been given added functionality by the Inter-Site Transfers module so that sales orders are generated automatically when an Inter-Site purchase order is created.

All Items on Inter-Site sales orders have the selling price and tax set to zero. The cost on the sales invoice is set as standard.

Also, note that you can follow standard Microsoft Dynamics™ GP procedures to generate purchase orders for back-ordered Items by clicking the Purchase button in the Sales Transaction Entry window. Any items that cannot be included on an automatically generated purchase order through this method are displayed in the SOP P/Order I.S.T. Validation window.

If an Inter-Site sales order contains Lot Controlled Item Numbers, the Lot Numbers are automatically assigned to the order, regardless of whether you have selected to auto-assign Lot Numbers in the Microsoft Dynamics™ GP Sales Order Processing Setup Options window.

5.1 Processing Inter-Site Sales Orders

To process Inter-Site sales orders in the Microsoft Dynamics™ GP Sales Transaction Entry window:

Sales orders should be processed following standard Microsoft Dynamics™ GP procedure. However, several adapted procedures should be followed for Inter-Site sales orders.

1. All Inter-Site sales orders are automatically generated when an Inter-Site purchase order is released. Use the Document No. lookup button in the Sales Transaction Entry window to select the required sales order document.

    You cannot enter an Internal Customer ID into a new sales order. Automatically generated sales orders may be amended as detailed in Amending Inter-Site Sales Orders (see below).

2. The Internal Customer on the sales order is the Internal Customer assigned to the Site ID selected in the Microsoft Dynamics™ GP Purchase Order Entry window.

    The displayed Default Site is the Site to which the Internal Vendor on the purchase order is assigned.

3. Transfer the sales order to an invoice following standard Microsoft Dynamics™ GP procedure.

4. Process the Invoice Batch following standard Microsoft Dynamics™ GP procedure in the Microsoft Dynamics™ GP Sales Batch Entry window. When you have posted the invoice, the item quantity on the invoice is automatically transferred to the In-Transit Site selected in the Inter-Site Details Maintenance window.

    Lot and Serial Numbered Items have the Lot/Serial details created in the In-Transit Site as in the Site from which they are being sent. When Serial Numbered Items are transferred to the In-Transit Site, an X is added to the end of the serial number. This X is removed when the item is in the Microsoft Dynamics™ GP Receivings Transaction Entry window.

    Note that if you select to backorder some of the sales order quantity, then more than one invoice is produced from the sales order. When you are receiving the invoice in the Microsoft Dynamics™ GP Receivings Transaction Entry window, you can view and select available In-Transit records using the In-Transit Receipts window.

Note that you can select Inter-Site Purch Orders under Additional to view the corresponding purchase order in the Microsoft Dynamics™ GP Purchase Order Inquiry Zoom window. This option is also available from the Sales Transaction Inquiry Zoom window.

5.2 Amending Inter-Site Sales Orders

To amend Inter-Site sales orders in the Microsoft Dynamics™ GP Sales Transaction Entry window:

Sales order amendments should be performed following the standard Microsoft Dynamics™ GP procedure. However, several adapted procedures should be followed for Inter-Site sales orders.

1. If you amend an Inter-Site sales order, a warning is displayed that you should also amend the corresponding purchase order. The purchase order is not amended automatically.

2. If you add line items to an existing Inter-Site sales order, the same warning is displayed. However, Kit Items and Non-Inventoried Items cannot be added to the sales order.

3. You can delete an Inter-Site sales order using the Delete button. A warning is displayed that you should also delete the corresponding purchase order.

   Note that if you have already canceled the purchase order, this warning is not displayed.

   Also, note that you can't amend an Inter-Site **purchase order** once the sales order has been transferred to an invoice.

6. Receivings Transaction Entry - Inter-Site Transfers

Transaction >> Purchasing >> Receivings Transaction Entry

Use the Receivings Transaction Entry window to:

- Receive a Shipment

Sending Site
(Internal Vendor)

Receiving Site
(Internal Customer)

The Microsoft Dynamics™ GP Receivings Transaction Entry window has been given added functionality by the Inter-Site Transfers module so that Inter-Site Transfers can be received.

Note that the Extended Cost is calculated by multiplying the Unit Cost by the Quantity Shipped (and where appropriate the Unit of Measure value).

Also, note that from the Goods Received Inquiry window, you can select **Additional >> Inter-Site Sales Document Inquiry** to view originating sales invoices in the Sales Document Inquiry Zoom window.

6.1 Receiving Inter-Site Sales Orders

To receive Inter-Site orders in the Microsoft Dynamics™ GP Receivings Transaction Entry window:

Inter-Site receivings transactions should be processed following standard Microsoft Dynamics™ GP procedure. However, several adapted procedures should be followed for receiving Inter-Site sales orders.

1. The total amount received in the transaction can't be greater than the quantity currently available in the In-Transit Site/Purchase Order combination. If you enter a quantity higher than that available, then a warning message is displayed, and the quantity defaults to the greatest available quantity.

   Note that the Site ID and Unit of Measure cannot be amended once you have selected a Vendor Item.

2. The sales order may have been split into more than one invoice. This occurrence would lead to more than one In-Transit Receipt record. When you enter the Vendor Item, if there is more than one In-Transit Receipt record held against the selected purchase order, then the In-Transit Receipts window is displayed when you tab off the Quantity Shipped field.

   Click Select to choose the In-Transit Receipt line to enter into the receivings transaction. The quantity left on each In-Transit Receipt is displayed. You cannot enter more than this quantity on each receipt line.

   Note that more than one line can be entered into the receivings transaction so that all invoiced lines can be entered into the same receivings transaction.

Also, note that if you are receiving Lot/Serial Numbered Items, you need to enter details through the Lot Number Entry or Serial Number Entry windows.

6.2 Auto-Receiving Inter-Site Transfers

Inter-Site Transfers can also be received by clicking the Auto-Rcv button and following standard Microsoft Dynamics™ GP procedure. While all valid lines are received, lines where there is not enough stock in the In-Transit Site, or where there is more than one receipt for the purchase order/item number combination, are not be received, and a warning is displayed.

Note that you can click the Auto-Rcv button before entering a vendor ID in the Receivings Transaction Entry window. However, internal purchase orders cannot be selected in the Select Purchase Orders window.

7. Lot Number Select Window

Transactions >> Purchasing >> Receivings Transaction Entry >> Qty Shipped Expansion button

Use the Lot Number Select window to:

- Enter receivings details of Lot Controlled Inter-Site Transfers

Note that the window displays either Vendor Item or Item Number, depending on the Options selected in Receivings Transaction Entry window.

Also, note that this functionality is available through the Microsoft Dynamics™ GP Receivings Item Detail Entry window, as well.

7.1 Entering Receivings Details for Lot Controlled Inter-Site Transfers

To enter receivings details for Lot Controlled Inter-Site Transfers in the Lot Number Select window:

The Lot Number Select window is displayed automatically when you tab off the Qty Shipped field in the Receivings Transaction Entry window, or when you click the Qty Shipped

Expansion button (where you are entering a receipt for Lot Controlled Items). Available Lots for the selected receiving line is displayed in the Lot Numbers For Receipt scrolling window.

Note that new Lot Numbers can't be selected for Inter-Site Transfers; you must receive the displayed Lot Numbers to which the items are assigned.

1. Click on a Lot Number in the Lot Numbers For Receipt scrolling window.

    The Quantity field displays the quantity in this Lot Number that is left to allocate.

2. In a multi-bin environment, enter the bin where the stock is received; this takes its default value from the default Goods Received bin for the site.

3. Click Insert to add the Lot Number to the Selected scrolling window. The full quantity assigned to the Lot Number (or the Remaining To Select quantity if this is less than the quantity left in the selected Lot Number) is transferred to the Quantity Selected scrolling window.

    Note that if you do not want to receive the full quantity against a specified Lot Number, enter the quantity you require into the Quantity field then Insert the Lot Number as per step 2. However, the Quantity Selected must equal the item's Extended Quantity before you can move to the next line item in the Receivings Transaction Entry window or the Receivings Item Detail Entry window.

    You cannot insert a quantity that is greater than the Remaining To Select Quantity.

    Alternatively, you can click the Insert All button. Lots are automatically allocated until the quantity remaining has been fulfilled.

4. Continue inserting Lot Numbers for the item as required.

    If you want to remove a Lot Number from the Lot Numbers Selected scrolling window, select it then click Remove. You can remove all Lot Numbers by clicking Remove All.

5. Choose OK to return to the Receivings Transaction Entry window.

    Note that if you have entered a total quantity that is less than the Remaining To Select quantity, a warning is displayed when the window closes, and the receivings transaction is not completed.

8. Serial Number Select Window

Transactions >> Purchasing >> Receivings Transaction Entry >> Qty Shipped Expansion button

Use the Serial Number Select window to:

*   Enter receivings details of Serial Numbered Inter-Site Transfers

When performing Inter-Site Transfers on Serial Numbered Items, the Serial Numbers may not be longer than nineteen characters. When Serial Numbered Items are In-Transit, an X is affixed to the end of the Serial Number to denote that they are In-Transit.

Note that the window displays either Vendor Item or Item Number, depending on the Options selected in Receivings Transaction Entry window.

Also, note that this functionality is available through the Microsoft Dynamics™ GP Receivings Item Detail Entry window, as well.

8.1 Entering Receivings Details for Serial Tracked Inter-Site Transfers

To enter receivings details for Serial Tracked Inter-Site Transfers in the Serial Number Select window:

The Serial Number Select window is displayed automatically when you tab off the Qty Shipped field in the Receivings Transaction Entry window, or when you click the Qty Shipped Expansion button (where you are entering a receipt for Serial Tracked Items). Available Serial Numbers for the selected receiving line is displayed in the Serial Numbers For Receipt scrolling window.

Note that new Serial Numbers cannot be selected for Inter-Site Transfers, you must receive the displayed Serial Numbers by which the items are tracked.

1. In a multi-bin environment, enter the bin where the stock is received. This entry takes its default value from the default Goods Received bin for the site.

2. Click on a Serial Number in the Serial Numbers For Receipt scrolling window

   Click Insert to add the Serial Number to the Serial Number Selected scrolling window.

   Note that the Serial Numbers Selected should equal the Extended Quantity before you can move to the next line Item in the Receivings Transaction Entry window or the Receivings Item Detail Entry window.

3. Continue Inserting Serial Numbers for the item as required.

   If you want to remove a Serial Number from the Serial Numbers Selected scrolling window, select it then click Remove. You can remove all Serial Numbers by clicking Remove All.

4. Choose OK to return to the Receivings Transaction Entry window.

   Note that if the total quantities of the Serial Numbers Selected are less than the Remaining To Select quantity, a warning is displayed when the window closes, and receivings transaction is not completed.

9 Validating Imported Receipts

If Receivings Transactions for Inter-Site Purchase Orders are imported using eConnect or another integration tool, the associated inter-site transfer tables may not be updated.

Inter-site transfer tables are checked for required updates when you open an inter-site POP Receiving Transaction in the Receivings Transaction Entry window, but only if you have selected the IST Receipt Validation option in the Inter-Site Transfers Setup window.

If the inter-site transfer tables have not been updated, the Create Missing IST Details window is displayed, showing the receipt lines which require updates.
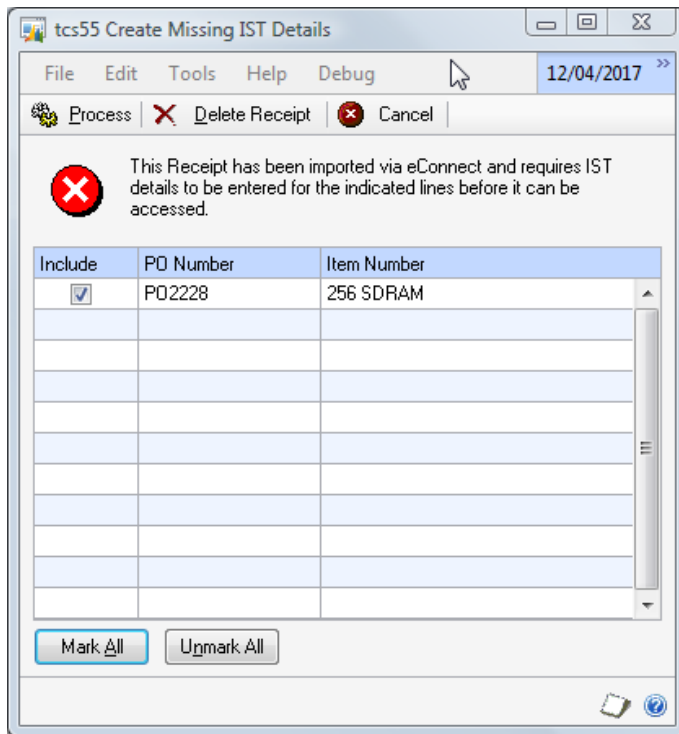
Select Mark All and Process to validate and update the receipt.

The receipt can't be edited or posted until this process is complete. You can delete the receipt by using the Delete Receipt button on the Create Missing IST Details window.

Some lines may require the entry of additional details - i.e., lot numbers - in which case the appropriate window is opened. Any lot numbers or serial numbers created by the integration is discarded.

Some lines on the receipt may not be valid inter-site transfer receipts, in which case the appropriate updates cannot be performed. In this situation, the quantity on the line is set to zero.

10. Posting Inter-Site Transfer Receipts

Receipts for Inter-Site Transfers can be posted as Batches through the Microsoft Dynamics™ GP Purchase Series Posting window or by clicking the Post button in the Receivings Transaction Entry window.

Posting a receipt transfers the received items from the In-Transit Site to the Internal Customer Site.

Note that when you post an In-Transit receipt, the record of the transaction should be returned to zero in the In-Transit Account (see Setting Up Sites for Inter-Site Transfers and Microsoft Dynamics™ GP Help for further details).

Once the entire quantity on the originating order has been receipted, the purchase order automatically sets to the status of closed.

Appendix A

Inter-Site Transfers - Access to Windows

Inter-Site Transfers

Window Name	🖱 Menu Access	🖱 Other Access
Create Missing IST Details		Transactions >> Purchasing >> Receivings Transaction Entry >>select a receipt with missing IST details
Inter-Site Details Maintenance	Tools >> Setup >> Trinity >> Inter Site Transfers >> IST Site Setup	Site Maintenance >> Additional >> Inter-Site Setup Customer Maintenance >> Additional >> Inter-Site Setup Vendor Maintenance >> Additional >> Inter-Site Setup
Inter-Site Transfers Setup	Tools >> Setup >> Trinity >> Inter Site Transfers >> Inter Site Transfer Setup	
In-Transit Receipts	Transaction >> Purchasing >> Receivings Transaction Entry >> tab off Qty Shipped field (when there is more than one In-Transit receipt for the line Item)	
Lot Number Select	Transactions >> Purchasing >> Receivings Transaction Entry >> Qty Shipped Expansion button (where the Item is Lot Controlled)	
Serial Number Select	Transactions >> Purchasing >> Receivings Transaction Entry >> Qty Shipped Expansion button (where the Item is Serial Tracked)	

Appendix B

Integration with eConnect

An additional application must be installed to use eConnect to create Inter-Site Sales Orders; this is the **Trinity Extensions** application.

To install, run the ExtensionsSetup.msi installation package, which is found in C:\Program Files (x86)\Trinity Setup\Additional Components\Trinity Extensions or similar, depending on the location of your Trinity installer.

This application should be installed on each machine running a GP client.

Also, Dynamics GP eConnect must be installed, and the eConnect integration service must be started. See Microsoft Dynamics GP documentation for further details.

Appendix C

Integration with Nolan Business Solutions SOP Import

Nolan's SOP Import product must be installed to use Nolan's SOP Import to create Inter-Sales Orders.

For further information on installing Nolan's SOP Import, please refer to the Nolan Business Solutions Sales Order Import documentation.

Before setting up Inter-Site Transfers, use the Import Definitions Maintenance window to create an Import Definition ID.

Cards >> Sales >> SOP Import >> Import Definitions

To set up Import Definitions in the Nolan Business Solutions Import Definitions Maintenance window:

1. Enter an Import Definition ID or select one using the lookup.

2. Enter an Import Description.

3. Enter Immediate as the **Import Type**.

4. Select the Import Format as SOP Import v2.0 from the drop-down menu. Do not select the Import from SQL tables option.

5. Enter the Import, Save, and Reject Filenames as required.

   Note that for the import, you need only enter a Folder location - a File and Filename is created automatically.

   For example:

   Import Filename: **C:Users/gpuser/Documents/importfiles**

   Save Filename: **C:Users/gpuser/Documents/importfiles/savefile.txt**

   Rejects Filename: **C:Users/gpuser/Documents/importfiles/rejectfile.txt**

6. Under Import Files select Never Delete.

7. Under Error Handling, select "Reject whole import file" from the drop-down menu.

   Selecting this option means that where you attempt to Process an Inter-Site purchase order that contains errors, the whole transaction is rejected

8. Enter an Import Batch. This is the Batch ID in which imported sales orders are created unless you select the Override SOP Import Batch option in the Inter-Site Transfers Setup window.

9. Click the Options button and specify the Date Format Mask (i.e., DDMMYYYY) and the Shortage option that should be used for your Inter-Site Sales Orders.

10. Click OK to close the Options window.

11. Click Save.

For further information, please refer to the Nolan Business Solutions SOP Import documentation.

Appendix D

About Trinity

Help >> About Microsoft Dynamics GP >> Additional >> About Trinity Suite

Use the About Trinity Suite window to check your registration information and installation details. The window tells you which Trinity modules you are registered to use and which have been installed on your system.