The entire sales process from quoting through receiving customer payments is handled by the Sales Module. Innovative approaches are applied to solve commonly experienced inefficiencies in a sales process.

Sales Orders

Nine different order types are available in the Sales module: Quotes; Sales Order, Sales Invoice; Consignment; Returns; Credit Memo; Blanket; Recurring; and Price Contract.

The innovations start with selecting an order type which can be done from the ribbon menu or by simply opening an order screen and setting the order type. This optimizes clicks among menu choices.

A second difference is having the ability to save an order as a pending order or to accept it. Being able to save an order in this manner allows incomplete or partially entered orders to avoid cancellation, which skips having to re-enter them later. As a pending order they can still be fully edited including lines added, changed or deleted. Some companies use pending orders to stage orders in advance to be released as groups. Pending orders can be accepted one-at-a-time or mass released. This adds a great deal of flexibility to the order process.

Each individual line on a sales order can be a sale, a drop ship, a return, or a credit. This additional flexibility permits one order to handle multiple sales functions instead of having to create several separate orders.
Net negative orders can be converted directly into credit memos. Those credit memos can be converted directly to a payable to easily produce a refund.

Using embedded scanner links, items on an order can be entered grocery cart style.

Even the shipping process contains innovative options. Whole or partial orders can be invoiced without being shipped so payment can be received before releasing the order. Orders can be shipped without being invoiced. This permits multiple separate shipments to be made, and then consolidated into one invoice.

Shipping and invoicing can be done at the same time. Shipping may be reversed!

The entire sales process from quote to cash receipts is documented, with drill down, on an *Activity* tab together with all related general ledger activity on *GL Posting* tabs.

The *Price Contract* order type acts as an extension to pricing rules. It acts as a contract between a company and its customer and consists of a negotiated price list that has an expiration date. At that time, it may be renegotiated or cancelled.

A *Consignment Order* type is designed to transfer and replenish inventory to a consignment location being maintained for a customer's use.

Sales Inquiry

A *Sales Inquiry* screen uses Treevision to list of all sales related documents.

Each line on the screen displays the type of document (for example, invoices) and the net outstanding value.

Drill down can be done on a line to see a list of the individual order documents and their balances.

The list may be filtered by order type and status.

Specifying a company will list all sales documents linked to that company.

An order number may be entered as a search criterion.

A sales graph will graphically display trends for quotes, sales, shipments, and invoices at different resolutions.

Trends for specific customers, items and whole product classes can be displayed.

Prior year comparisons are available as part of the trending analysis.

Customers

Customer contact information, sales data, account balances, locations, and settings are all available on the customer screen.

Customer order activity can be filtered by order type, status, and date range right on the customer screen. Order amounts and source documents are included, along with the ability to hyperlink directly to the document record.

Items, and their last price, sold to a customer, are part of the customer screen.

Customer part numbers and internal part numbers are cross-referenced so that customers who prefer to order items using their own part numbers can do so.

Pricing Rules

For most companies setting pricing for customers can be a difficult task. Not so in ALERE.

As many pricing rules as required can be easily defined.

Each rule provides control of everything from all customers, to groups of customers, right down to a specific customer.

The same control extends to items and locations on the rule.

If the rule is only good for certain dates, those dates can be entered.

Pricing tiers apply discounts to different quantities or extended prices. The number of tiers can be extended by adding additional pricing rules.

Since many companies end up with complex pricing rules that leads to the problem of making sure the rules operate as intended with all the possible overlap and interactions. ALERE allows the rules to be tested before placing them into service. The testing will show each rule that applies in order of the lowest price to the highest. This is also a great way to quickly give a customer a price, while also advising them of price breaks at different quantity levels.

Mass Processes

To save time processing orders, ALERE supports mass acceptance of pending orders.

Selected orders can be mass shipped.

The task of preparing monthly customer statements is simplified by mass emailing, them saving time and the expenses of envelopes, labels and postage.

Recurring orders can be reviewed and released on one screen.

Finance charges can also be reviewed and mass released from a single screen.

Cash Receipts

All payment, debit and credit activities are handled by one screen with payment history support for each customer transaction.

AR/Cash Receipts
AR/Cash Receipts - NEW

Receipts	Deposits	Activity	GL Posting

Account	Description	Date	Deposit ID
11040-STD	Primary Checking Account	06/02/2017	02JUN2017

Co ID	Location	Company Name	Receipt Type	Amount	Currency	Fee (base)
CC01	MAIN	Custom Colours, Inc.	Check	250.00	USD	

Check No.	Reference	Card Type	Credit Card Number	Expires	Card Holder Name
12569				/	

Apply To
- ⦿ AR Invoice / Debit Memo
- ○ Non-Invoice Receipt
- ○ Sales Order Prepayment
- ○ Customer Account

Apply	Invoice	Open Amount	Disc Date	Discount	Amount	Payment
☐	DM 204	30.00	/ /	0.00	0.00	
☐	DM 208	60.00	/ /	0.00	0.00	
☐	CM 505	-4.00	/ /	0.00	0.00	
☐	AR 10073	765.00	04/04/2016	0.00	0.00	Single
☐	AR 10077	114.00	04/15/2016	0.00	0.00	Single
☐	AR 10081	743.75	04/08/2017	0.00	0.00	Single
☐	AR 10086	18.50	05/12/2017	0.00	0.00	Single

☐ Include Unapproved Payables
☐ Show Customer PO Number
☐ Show Amounts in Base Currency
☐ Include Multiple Locations
Red = Order Amount is NOT in the Selected Currency

Total	0.00
Unapplied Credit	250.00

Exit Save F9 Del Bwd Get F8 Fwd Add F7 Find All None Auto Correct

The activities include receiving prepayments and associating them with invoices, handling non-invoice receipts, offsetting open payables and credit memos with open invoices and debit memos, and even accounting for fees involved in transactions such as credit cards.

Customer purchase order numbers may be displayed along with the matching invoice.

One payment may be applied to more than one invoice.

A single payment may also be distributed to receivables from multiple customer locations.

Improperly applied payments may be corrected and reapplied.

Bank deposits can be created and managed, including printing a deposit ticket which details the items in the deposit.

Remote Sales Order Entry

Use Single Purpose Apps on mobile tablets or laptops to enter orders from anywhere by anyone! Instead of your dealers or customers sending in purchase orders that have to be entered into sales or calling or emailing orders, allow them to enter a sales order directly in your company. Save time and increase accuracy! The orders appear immediately in ALERE as pending orders where they can be reviewed and accepted. Reduce the burden on your sales staff and keep them focused on quickly processing orders with Single Purpose Sales Apps.