The following index is provided as a quick reference aid for locating particular COMPTRON® functions through the hierarchy of menus and submenus. The right-hand column lists menu/option topics alphabetically, followed by the full "path" of menu option numbers that you would type to reach that subject, starting from the main Comptron Menu. (NOTE: Paths starting with 3- refer to the Management area, which would actually be shown as Option 4 on the main menu if your store also uses Comptron Data s Finance and Insurance (F&I) Sales module.) You will find that each primary topic appears several times in the list, according to the different possible key words in its title that you may think of using to search for it. The left-hand column provides additional terms to clarify the primary topics on the right.

Related Terms	Primary Topic	Path
Zip Code Maintenance	About the ZipCode Book	1-0-A-2
Order Receiving	Accept Purchase Order in Entirety	1-6-4-1
Service	Access Levels (Defaults)	3-3-3-3
Management Reports	Account File Changes Report	3-2-6
System Reports	Account File Prints	1-9-0
Print Listing by	Account Number (Account File)	1-9-0-1
Quick Listing by	Account Number	1-9-0-4
Account File Prints	Accounts with Limits and Balances (Report)	1-9-0-5
System Utilities	Add a Price Book	1-0-0-7
Parts/Inventory Menu	Add or Change Parts	1-5-1
Zip Code Maintenance	Add/Update ZipCode Book	1-0-A-1
Print Vendor Name and	Address by Name	1-9-2-4
Print Vendor Name and	Address by Vendor	
List Service Completed	All Completed (RO Reports)	2-4-4-2-1
List	All Hold Tickets	1-9-9-1
Print Parts Labels	All Labels for Vendor	1-4-1-1
Reprint Inventory Changes Rpt:	All Part Numbers	1-5-2-6-1/ 1-8-6-1/ 1-0-0-3-4-1
Reprint Work Sheet:	All Part Numbers	1-5-2-4-1/ 1-8-4-1/ 1-0-0-3-3-1
Print	All Transactions (System Reports)	1-9-B-1
Print Estimate Transactions	All Transactions (Management Reports)	3-2-10-1
Special Order Processing	All Types	1-3-1
Tech Schedule	Appointment List	2-4-5
Tech Schedule	Appointment List by Name	2-4-5-2
Tech Schedule	Appointment List by Tech-ID	2-4-5-1
Service	Appointments	2-1
Calculate Extended Cost Using:	Average Cost (Extended Price Report)	3-2-9-x-2
System Utilities	Back Up the System	1-0-0-1
Special Orders	Backordered (Report)	1-9-6-6

Related Terms	Primary Topic	Path
Cancel Outdated	Backorders	1-6-2-A
Order Reports	Backorders by Vendor	1-6-3-1
Print Labels: Custom	Barcodes	1-4-5
Accounts with Limits and	Balances (Report)	1-9-0-5
Print Parts Labels for	Block of Numbers	1-4-1-2
Add a Price	Book (System Utilities)	1-0-0-7
Master	Book (System Utilities)	1-0-0-8
Update Stock File from	Books	3-4
Price	Books (Stock Reports)	1-9-1-5
Print Price	Books by Category	1-9-1-5-1
Print Price	Books by Code	1-9-1-5-4
Print Price	Books by Part Number	1-9-1-5-3
Print Price	Books by Vendor	1-9-1-5-2
Print Repair Order Summary:	Both (Completed & Finalized)	2-4-4-3-3
Open the	Cash Drawer	1-0-0-2
System Reports	Cash-Out Sheet	1-9-D
Management Reports	Cash Out Sheet by Operator (Report)	3-2-14
End of Day Reprints	Cash Out Work Sheet	1-0-0-3-5-4
Create Work Sheet by	Category	1-5-2-4-2/ 1-8-1-2
Cross-Reference Inventory by	Category	1-2-1-1
Extd. Price Stock File Prints by	Category (Management)	3-2-9-3
History Graph of Inventory by	Category	1-9-5-2-1
Print Price Books by	Category	1-9-1-5-1
Print Stock Report by	Category	1-9-1-3
Suggested Order by	Category	1-6-2-6
Total Inventory Report by	Category (Management)	3-2-7-2
System Reports	Category Print	1-9-7
System Reports	Category Print by Category Name	1-9-7-2
System Reports	Category Print by Category Number	1-9-7-1
Stock Reports	Category Stock Report by Description	1-9-1-3-1
Stock Reports	Category Stock Report with History	1-9-1-3-2
Stock Reports	Category Stock Reports: "ZZ" Report	1-9-1-3-3
Maintenance	Change Customer File	1-0-3/ 2-5-1
Management	Change Defaults	3-3
Add or	Change Parts	1-5-1
Management	Change Parts Defaults	3-3-2
Management	Change Service Defaults	3-3-3

Related Terms	Primary Topic	Path
Other Order Options	Change Stock Level & Reorder Point	1-6-2-8
Account File	Changes Report (Management)	3-2-6
Repair Order Parts	Changes Report	3-2-12
Special Order File	Changes Report	3-2-4
Inventory	Changes Report	1-5-2-6/ 1-8-6/ 1-0-0-3-4
Set Handling	Charge (Management)	3-5
Print Customer (List) by	City	1-9-3-2/ 2-4-1-2
Print Customer Mailg Labels by	City	1-4-2-2
Create Work Sheet by	Code	1-5-2-4-3/ 1-8-1-3
Cross-Reference Inventory by	Code	1-2-1-2
Extd. Price Stock File Prints by Vendor &	Code	3-2-9-2
Order by	Code	1-6-2-3
Print Customer Labels by	Code	1-4-2-5
Print History Graphs by	Code	1-9-5-2-2
Print Price Books by	Code	1-9-1-5-4
Print Stock Report by Vendor &	Code	1-9-1-2
Prnt WkCode File by Model/Wk	Code	2-4-3-1
Suggested Order by	Code	1-6-2-3
Maintain Work	Code File	2-5-3
Print Work	Code File	2-4-3
Print	Code List	1-9-1-6
Print Work Code File by Work	Code/Model	2-4-3-2
Change Defaults (Management)	Company ID	3-3-7
Service	Completed (Repair Order Reports)	2-4-4-2
Service	Completed: All Completed	2-4-4-2-1
Service	Completed: Internal	2-4-4-2-3
Repair Order Summary:	Completed (Not Ended)	2-4-4-3-1
Service	Completed: Retail	2-4-4-2-2
Service	Completed: Warranty	2-4-4-2-4
Calculate Extended	Cost (Extended Price Report)	3-2-9-x
Calc. Ext. Cost Using: Average	Cost	3-2-9-x-2
Calculate Ext. Cost Using: Last	Cost	3-2-9-x-3
Calc.Ext.Cost Using: Replacemt	Cost	3-2-9-x-1
Maintenance	Cost Matrix File	1-0-8
Print	Cost Matrix (System Reports)	1-9-8

Related Terms	Primary Topic	Path
Reprint Work Sheet: Not	Counted (Parts)	1-5-2-4-2/ 1-8-4-2/ 1-0-0-3-3
Parts Menu	Counter Operations	1-1
Special Order Processing	Counter Ticket	1-3-2
Reprint	Counter Tickets	1-0-0-3-1
Enter Inventory	Counts	1-5-2-3/ 1-8-3
System Utilities	Create (Master Book)	1-0-0-8-1
Counter Operations	Create Ticket	1-1-1
Physical Inventory	Create Special Work Sheet	1-5-2-2/ 1-8-2
Physical Inventory	Create Work Sheet	1-5-2-1/ 1-8-1
Physical Inventory	Create Work Sheet by Category	1-5-2-1-2/ 1-8-1-2
Physical Inventory	Create Work Sheet by Code	1-5-2-1-3/ 1-8-1-3
Physical Inventory	Create Work Sheet by Part Number	1-5-2-1-1/ 1-8-1-1
Physical Inventory	Create Work Sheet by Vendor	1-5-2-1-4/ 1-8-1-4
Parts Menu	Cross-Reference	1-2
Parts Menu	Cross-Reference by History	1-2-1
Parts Menu	Cross-Reference Inventory by Category	1-2-1-1
Parts Menu	Cross-Reference Inventory by Code	1-2-1-2
Parts Menu	Cross-Reference Inventory by Description	1-2-1-4
Parts Menu	Cross-Reference Inventory by Part Number	1-2-1-3
Print Labels	Custom Barcodes	1-4-5
Print Labels	Custom-Designed Labels	1-4-4
Print	Customer Discount Report	3-2-8
Print	Customer Discount Report by Customer No.	3-2-8-2
Print	Customer Discount Report by Name	3-2-8-1
Print	Customer (File)	1-9-3/ 2-4-1
Maintenance	Customer File	1-0-3/ 2-5-1
Print	Customer File by City	1-9-3-2/ 2-4-1-2
Print	Customer File by Name	1-9-3-1/ 2-4-1-1
Print	Customer File by State	1-9-3-4/ 2-4-1-4

Related Terms	Primary Topic	Path
Print	Customer File by Zip Code	1-9-3-3/ 2-4-1-3
Print	Customer Mailing Labels	1-4-3
Print	Customer Mailing Labels by City	1-4-2-2
Print	Customer Mailing Labels by Code	1-4-2-5
Print	Customer Mailing Labels by Name	1-4-2-1
Print	Customer Mailing Labels by State	1-4-2-4
Print	Customer Mailing Labels by Zip Code	1-4-2-3
Print Deleted Repair Orders by	Customer Name	3-2-11-2
Print Vehicle File by	Customer Name	1-9-4-2/ 2-4-2-2
Print Customer Discount Rpt.by	Customer Number	3-2-8-2
Print Labels for	Customers by City	1-4-2-2
Print Labels for	Customers by Code	1-4-2-5
Print Labels for	Customers by Name	1-4-2-1
Print Labels for	Customers by State	1-4-2-4
Print Labels for	Customers by Zip Code	1-4-2-3
Print Veh.File by Next Srvc.Due	Date	1-9-4-3/ 2-4-2-3
Print Veh.File by Warranty Exp.	Date	1-9-4-4/ 2-4-2-4
RO Parts Changes by	Date (Report)	3-2-12-1
Sold Items NOT in Stock by	Date (Report)	3-2-13-1
Order for Spring	Dating	1-6-2-4
End of	Day Defaults	3-3-6
End of	Day/Month (Parts Menu)	1-7
End of	Day Report (Reprint)	1-0-0-3-5-1
End of	Day Reprints	1-0-0-3-5
Follow-Up	Dealer ID (Sales Defaults)	3-3-4-2
Change	Defaults (Management)	3-3
Company ID	Defaults	3-3-7
Device	Defaults	3-3-5
Disclosures	Defaults	3-3-9
End of Day	Defaults	3-3-6
History	Defaults	3-3-1-5
Parts	Defaults	3-3-2
Reports	Defaults	3-3-8
Sales	Defaults	3-3-4
Service	Defaults	3-3-3
System	Defaults (from System Defaults Menu)	3-3-1-1

Related Terms	Primary Topic	Path
User-	Defined Fields (System Utilities)	1-0-0-6
System Utilities	Delete (Master Book)	1-0-0-8-3
Print Deleted Repair Orders by	Delete Operator	3-2-11-3
Other Order Options	Delete Suggested Stock Order	1-6-2-9
Physical Inventory	Delete Work Sheet	1-5-2-5/ 1-8-5
Print	Deleted Repair Orders (Management Report)	3-2-11
Print	Deleted Repair Orders by Customer Name	3-2-11-2
Print	Deleted Repair Orders by RO Number	3-2-11-1
Print	Deleted Repair Orders by Delete Operator	3-2-11-3
Category Stock Report by	Description	1-9-1-3-1
Cross-Reference Inventory by	Description	1-2-1-4
Print Work Code File by	Description	2-4-3-3
Print Custom	Designed Labels	1-4-4
Device (Printer)	Destinations (Defaults)	3-3-5-2
Change Defaults (Management)	Device	3-3-5
Device Defaults Menu	Device (Printer) Destinations	3-3-5-2
System	Diagnostics	1-0-0-4
Repair Order	Disclaimer (Default)	3-3-3-7
Change Defaults (Management)	Disclosures	3-3-9
Print Customer	Discount Report	3-2-8
Print Customer	Discount Report by Customer Number	3-2-8-2
Print Customer	Discount Report by Name	3-2-8-1
Open the Cash	Drawer	1-0-0-2
Print Veh. File by Next Service	Due Date	1-9-4-3/ 2-4-2-3
Special Order	Duplication Information Report	1-9-6-4
Enter Quantities for	Each Item (Received)	1-6-4-2
Other Order Options	Edit Stock Order	1-6-2-7
Standard Orders	Edit Stock Order	1-6-1-3
System Utilities	Edit Store Headers	1-0-0-5
Change Defaults (Management)	End of Day	3-3-6
Reprint	End of Day	1-0-0-3-5
Reprint	End of Day Report	1-0-0-3-5-
Reprint	End of Month (Report)	1-0-0-3-6
Parts Menu	End of Day/Month 1-7	
RO Summary: Completed (Not	Ended)	2-4-4-3-1
Order Receiving	Enter Exceptions to Purchase Order	1-6-4-3
Physical Inventory	Enter Inventory Counts	1-5-2-3/ 1-8-3

Related Terms	Primary Topic	Path
Order Receiving	Enter Quantities for Each Item	1-6-4-2
Order Receiving	Enter Single Items	1-6-4-5
Accept Purchase Order in	Entirety	1-6-4-1
Print	Estimate Transactions (Report)	3-2-10
Disclosure Defaults	Exceptions	3-3-9-2
Enter	Exceptions to Purchase Order	1-6-4-3
Tax	Exempt Sales Names (Sales Defaults)	3-3-4-1
Print Veh. File by Ext. Warranty	Expiration	1-9-4-5/ 2-4-2-5
Print Vehicle File by Warranty	Expiration Date	1-9-4-4/ 2-4-2-4
Calculate	Extended Cost	3-2-9-x
System Reports	Extended Price Report	3-2-9
System Reports	Extd. Price Stock File Prints by Category	3-2-9-3
System Reports	Ext. Price Stock File Prints by Ven.& Code	3-2-9-2
System Reports	Ext.Price Stock File Prints by Ven.& Part #	3-2-9-1
Print Vehicle File by	Extended Warranty Expiration	1-9-4-5/ 2-4-2-5
Other Order Options	Fast Moving Order by Vendor	1-6-2-1
History (System Reports)	Fast Moving Parts Report	1-9-5-1-1 1-9-1-7-1
User-Defined	Fields (System Utilities)	1-0-0-6
Change Name Vehicle	Fields (Service Defaults)	3-3-3-4
Maintenance	File (Service)	2-5
Operator	File (System Reports)	1-9-A/3-1
Print Technician	File (Service)	2-4-6
Print Vehicle	File (Service)	1-9-4/ 2-4-2
Print Work Code	File (Service)	2-4-3
Print Vehicle	File by Customer Name	1-9-4-2/ 2-4-2-2
Print Work Code	File by Description	2-4-3-3
Print Vehicle	File by Extended Warranty Expiration	1-9-4-5/ 2-4-2-5
Print Vehicle	File by Model and Year	1-9-4-1/ 2-4-2-1
Print Vehicle	File by Next Service Due Date	1-9-4-3/ 2-4-2-3
Print Vehicle	File by Warranty Expiration Date	1-9-4-4/ 2-4-2-4
Print Operator	File by Name	1-9-A-1
Print Technician	File by Name	2-4-6-2

Related Terms	Primary Topic	Path
Print Operator	File by Operator Number	1-9-A-2
Print Technician	File by Tech-ID	2-4-6-1
Print Work Code	File by Work Code/Model	2-4-3-2
Account	File Changes Report (Management)	3-2-6
Special Order	File Changes Report	3-2-4
Stock	File Changes Report	3-2-5
Update Stock	File from Books	3-4
Print Appointment	File (List)	2-4-5
Print Appointment	File (List) by Name	2-4-5-2
Print Appointment	File (List) by Tech-ID	2-4-5-1
History	File Print (Report)	1-9-5
Account	File Prints (Reports)	1-9-0
Extended Price Stock	File Prints (Reports)	3-2-9
Special Order	File Prints (Reports)	1-9-6
Extended Price Stock	File Prints by Category	3-2-9-3
Extended Price Stock	File Prints by Vendor and Code	3-2-9-2
Extended Price Stock	File Prints by Vendor and Part Number	3-2-9-1
Print Repair Order Summary:	Finalized	2-4-4-3-2
Counter Operations	Find Hold Ticket	1-1-2
Sales Defaults	Follow-Up Dealer ID	3-3-4-2
Standard Orders	Forced Stock Order	1-6-1-5
Type Repair Order	Form (Service Defaults)	3-3-3-5
Order for	Future Sales	1-6-2-5
Report	Generator (System Reports)	1-9-C
History	Graph of Inventory by Category	1-9-5-2-1
History	Graph of Inventory by Code	1-9-5-2-2
History	Graph of Inventory by Part Number	1-9-5-2-3
History	Graph of Inventory by Vendor	1-9-5-2-4
History	Graphs	1-9-5-2
Set	Handling Charge (Management)	3-5
Edit Store	Headers	1-0-0-5
Category Stock Report with	History	1-9-1-3-2
Fast Moving Parts	History (System Reports)	1-9-5-1-1/ 1-9-1-7-1
Number Months	History (Default)	3-3-3-6
Part Movement (3yr	History)	1-9-5-1-4/ 1-9-1-7-4
Repair Order	History	2-5-4-1
Service Files	History	2-5-4

Related Terms	Primary Topic	Path	
Service Orders	History	2-5-4-2	
Slow Moving Parts	History (System Reports)	1-9-5-1-2/ 1-9-1-7-2	
System Maintenance	History (File)	1-0-5	
Searching for Service Orders	History by Purchase Order Number	2-5-4-2-2	
Searching for Service Orders	History by Repair Order Number	2-5-4-2-1	
Searching for Service Orders	History by Vendor/Part Number	2-5-4-2-3	
System Defaults Menu	History Defaults	3-3-1-5	
System Reports	History File Print	1-9-5	
History File Print	History Graph of Inventory by Category	1-9-5-2-1	
History File Print	History Graph of Inventory by Code	1-9-5-2-2	
History File Print	History Graph of Inventory by Part Number	1-9-5-2-3	
History File Print	History Graph of Inventory by Vendor	1-9-5-2-4	
History File Print	History Graphs	1-9-5-2	
Find	Hold Ticket	1-1-2	
System Maintenance	Hold Ticket	1-0-9	
Special Order Processing	Hold Ticket	1-3-3	
Print	Hold Ticket Totals	1-9-9-5	
List All	Hold Tickets (System Reports)	1-9-9-1	
Print	Hold Tickets (System Reports)	1-9-9	
File Maintenance (Service)	Holiday (File)	2-5-7	
Service Defaults	Hourly Labor Rates	3-3-3-2	
Appointment List by Tech-	ID	2-4-5-1	
Print Technician File by Tech-	ID	2-4-6-1	
Company	ID (Default)	3-3-7	
Follow-Up Dealer	ID (Sales Defaults)	3-3-4-2	
Duplication	Information (Special Order Prints)	1-9-6-4	
List Service Completed	Internal	2-4-4-2-3	
Cross-Reference	Inventory	1-2-1	
Parts/	Inventory	1-5	
Physical	Inventory	1-5-2/1-8	
Cross-Reference	Inventory by Category	1-2-1-1	
Cross-Reference	Inventory by Code	1-2-1-2	
Cross-Reference	Inventory by Description	1-2-1-4	
Cross-Reference	Inventory by Part Number	1-2-1-3	
Physical Inventory	Inventory Changes Report	1-5-2-6/ 1-8-6/	
System Reprints	Inventory Changes Report	1-0-0-3-4	
Enter	Inventory Counts	1-5-2-3/ 1-8-3	

Total Inventory Report by Category 3-2-7-2 Total Inventory Report by Code 3-2-7-3 Total Inventory Report by Part Status 3-2-7-4 Total Inventory Report by Vendor 3-2-7-1 Total Inventory Report (Value) 3-2-7 Create Special Inventory Work Sheet for Vendor 2 1-5-2-2-1/1-8-2-2 Create Special Inventory Wk. Sheet for Ven.3 by 5-Digit # 1-5-2-2-1/1-8-2-1 Reprint Inventory Work Sheets 1-5-2-4-1/1-8-2-1 Reprint Inventory Work Sheets 1-5-2-4-1/1-8-2-1 Receive Stock from Invoice - No Purchase Order 1-6-4-4 Disclosure Defaults Invoicing 3-3-9-1 Enter Quantities for Each Item (Received) 1-6-4-2 Enter Single Item (Received) 1-6-4-5 Sold Items NOT in Stock by Date 3-2-13-1 Sold Items NOT in Stock by Operator 3-2-13-2 Sold Items NOT in Stock by Vendor Part 3-2-13-3 Sold Items NOT in Stock (Report) 3-2-13 Parts-Labor Sales Tax
Total Inventory Report by Part Status 3-2-7-4 Total Inventory Report by Vendor 3-2-7-1 Total Inventory Report (Value) 3-2-7 Create Special Inventory Work Sheet for Vendor 2 1-5-2-2-2/1-8-2-2 Create Special Inventory Wk. Sheet for Ven.3 by 5-Digit # 1-5-2-2-1/1-8-2-1 Reprint Inventory Work Sheets 1-5-2-4-1/1-8-4-1/1-9-0-3-3 Receive Stock from Invoice – No Purchase Order 1-6-4-4 Disclosure Defaults Invoicing 3-3-9-1 Enter Quantities for Each Item (Received) 1-6-4-2 Enter Single Items (Received) 1-6-4-5 Sold Items NOT in Stock by Date 3-2-13-1 Sold Items NOT in Stock by Operator 3-2-13-2 Sold Items NOT in Stock by Vendor Part 3-2-13-3 Sold Items NOT in Stock (Report) 3-2-13-3 Parts-Labor Sales Tax Kits 3-3-1-4-3-2 Parts-Misc Sales Tax Kits 3-3-1-4-5-2 Parts Sales Tax Kits 3-3-1-4-6-2 R/O-Labor Sales Tax Kits <td< td=""></td<>
Total Inventory Report by Vendor 3-2-7-1 Total Inventory Report (Value) 3-2-7 Create Special Inventory Work Sheet for Vendor 2 1-5-2-2-2/1-8-2-2 Create Special Inventory Wk. Sheet for Ven.3 by 5-Digit # 1-5-2-2-1/1-8-2-1 Reprint Inventory Work Sheets 1-5-2-4-1/1-8-2-1 Reprint Inventory Work Sheets 1-5-2-4-1/1-8-4-1/1-0-0-3-3 Receive Stock from Invoicing 3-3-9-1 Enter Quantities for Each Item (Received) 1-6-4-4 Enter Single Item (Received) 1-6-4-5 Sold Items NOT in Stock by Date 3-2-13-1 Sold Items NOT in Stock by Operator 3-2-13-2 Sold Items NOT in Stock by Vendor Part 3-2-13-3 Sold Items NOT in Stock (Report) 3-2-13-3 Parts-Labor Sales Tax Kits 3-3-1-4-3-2 Parts-Misc Sales Tax Kits 3-3-1-4-5-2 Parts Sales Tax Kits 3-3-1-4-6-2 R/O-Labor Sales Tax Kits 3-3-1-4-6-2 Stock Reports Kits 3-3-1-4
Total Inventory Report (Value) 3-2-7 Create Special Inventory Work Sheet for Vendor 2 1-5-2-2-2/1-8-2-2 Create Special Inventory Wk. Sheet for Ven.3 by 5-Digit # 1-5-2-2-1/1-8-2-1 Reprint Inventory Work Sheets 1-5-2-4-1/1-8-2-1 Reprint Inventory Work Sheets 1-6-2-2-1/1-8-2-1 Receive Stock from Invoice - No Purchase Order 1-6-4-4 Disclosure Defaults Invoicing 3-3-9-1 Enter Quantities for Each Item (Received) 1-6-4-2 Enter Single Items (Received) 1-6-4-5 Sold Items NOT in Stock by Date 3-2-13-1 Sold Items NOT in Stock by Vendor Part 3-2-13-2 Sold Items NOT in Stock (Report) 3-2-13-3 Sold Items NOT in Stock (Report) 3-2-13-3 Parts-Labor Sales Tax Kits 3-3-1-4-3-2 Parts-Misc Sales Tax Kits 3-3-1-4-5-2 Parts Sales Tax Kits 3-3-1-4-6-2 R/O-Labor Sales Tax Kits 3-3-1-4-6-2 Stock Reports Kits 3-3-1-4
Create Special Inventory Work Sheet for Vendor 2 1-5-2-2-2/1-8-2-2 Create Special Inventory Wk. Sheet for Ven.3 by 5-Digit # 1-5-2-2-1/1-8-2-1 Reprint Inventory Work Sheets 1-5-2-4-1/1-8-4-1/1-10-0-3-3 Receive Stock from Invoice – No Purchase Order 1-6-4-4 Disclosure Defaults Invoicing 3-3-9-1 Enter Quantities for Each Item (Received) 1-6-4-2 Enter Single Items (Received) 1-6-4-5 Sold Items NOT in Stock by Date 3-2-13-1 Sold Items NOT in Stock by Operator 3-2-13-2 Sold Items NOT in Stock by Vendor Part 3-2-13-3 Sold Items NOT in Stock (Report) 3-2-13-3 Sold Items NOT in Stock (Report) 3-2-13-3 Parts-Labor Sales Tax Kits 3-3-1-4-3-2 Parts-Misc Sales Tax Kits 3-3-1-4-5-2 Parts Sales Tax Kits 3-3-1-4-2-2 R/O-Labor Sales Tax Kits 3-3-1-4-2-2 Stock Reports Kits 3-3-1-4-6-2 Stock Reports Kits/Rates 3-3-1-4
1-8-2-2 Create Special Inventory Wk. Sheet for Ven.3 by 5-Digit # 1-5-2-2-1/ 1-8-2-1 Reprint Inventory Work Sheets 1-5-2-4-1/ 1-8-4-1/ 1-8-4-1/ 1-0-0-3-3 Receive Stock from Invoice - No Purchase Order 1-6-4-4 Disclosure Defaults Invoicing 3-3-9-1 Enter Quantities for Each Item (Received) 1-6-4-2 Enter Single Items (Received) 1-6-4-5 Sold Items NOT in Stock by Date 3-2-13-1 Sold Items NOT in Stock by Operator 3-2-13-2 Sold Items NOT in Stock by Vendor Part 3-2-13-3 Sold Items NOT in Stock (Report) 3-2-13 Parts-Labor Sales Tax Kits 3-3-1-4-3-2 Parts Sales Tax Kits 3-3-1-4-5-2 Parts Sales Tax Kits 3-3-1-4-5-2 R/O-Labor Sales Tax Kits 3-3-1-4-6-2 Stock Reports Kits 3-3-1-4-6-2 Stock Reports Kits 3-3-1-4 Tax Pkgs/ Kits/Rates 3-3-1-4 Print Parts Labels 1-4-1
Table Tabl
1-8-4-1/
Disclosure Defaults Invoicing 3-3-9-1 Enter Quantities for Each Item (Received) 1-6-4-2 Enter Single Items (Received) 1-6-4-5 Sold Items NOT in Stock by Date 3-2-13-1 Sold Items NOT in Stock by Operator 3-2-13-2 Sold Items NOT in Stock by Vendor Part 3-2-13-3 Sold Items NOT in Stock (Report) 3-2-13 Parts-Labor Sales Tax Kits 3-3-1-4-3-2 Parts-Misc Sales Tax Kits 3-3-1-4-5-2 Parts Sales Tax Kits 3-3-1-4-5-2 R/O-Labor Sales Tax Kits 3-3-1-4-6-2 Stock Reports Kits 1-9-1-A Tax Pkgs/ Kits/Rates 3-3-1-4 Print Labels 1-4 Print Parts Labels 1-4-1
Enter Quantities for Each Enter Single Items (Received) Items (Received) Items NOT in Stock by Date 3-2-13-1 Sold Items NOT in Stock by Operator 3-2-13-2 Sold Items NOT in Stock by Vendor Part 3-2-13-3 Sold Items NOT in Stock (Report) 3-2-13-3 Farts-Labor Sales Tax Kits 3-3-1-4-3-2 Parts-Misc Sales Tax Kits 3-3-1-4-5-2 Parts Sales Tax Kits 3-3-1-4-5-2 R/O-Labor Sales Tax Kits 3-3-1-4-6-2 Stock Reports Kits 1-9-1-A Tax Pkgs/ Kits/Rates 1-4-1 Print Labels Labels 1-4-1
Enter Single Items (Received) 1-6-4-5 Sold Items NOT in Stock by Date 3-2-13-1 Sold Items NOT in Stock by Operator 3-2-13-2 Sold Items NOT in Stock by Vendor Part 3-2-13-3 Sold Items NOT in Stock (Report) 3-2-13 Parts-Labor Sales Tax Kits 3-3-1-4-3-2 Parts-Misc Sales Tax Kits 3-3-1-4-5-2 Parts Sales Tax Kits 3-3-1-4-5-2 R/O-Labor Sales Tax Kits 3-3-1-4-6-2 R/O-Misc Sales Tax Kits 3-3-1-4-6-2 Stock Reports Kits 1-9-1-A Tax Pkgs/ Kits/Rates 3-3-1-4 Print Labels 1-4 Print Parts Labels 1-4-1
SoldItems NOT in Stock by Date3-2-13-1SoldItems NOT in Stock by Operator3-2-13-2SoldItems NOT in Stock by Vendor Part3-2-13-3SoldItems NOT in Stock (Report)3-2-13Parts-Labor Sales TaxKits3-3-1-4-3-2Parts-Misc Sales TaxKits3-3-1-4-5-2Parts Sales TaxKits3-3-1-4-5-2R/O-Labor Sales TaxKits3-3-1-4-6-2R/O-Misc Sales TaxKits3-3-1-4-6-2Stock ReportsKits1-9-1-ATax Pkgs/Kits/Rates3-3-1-4PrintLabels1-4Print PartsLabels1-4-1
Sold Items NoT in Stock by Operator 3-2-13-2 Sold Items NoT in Stock by Vendor Part 3-2-13-3 Sold Items NoT in Stock (Report) 3-2-13 Parts-Labor Sales Tax Kits 3-3-1-4-3-2 Parts-Misc Sales Tax Kits 3-3-1-4-5-2 Parts Sales Tax Kits 3-3-1-4-5-2 R/O-Labor Sales Tax Kits 3-3-1-4-2-2 R/O-Misc Sales Tax Kits 3-3-1-4-6-2 Stock Reports Kits 3-3-1-4-6-2 Stock Reports Kits 1-9-1-A Tax Pkgs/ Kits/Rates 3-3-1-4 Print Labels 1-4 Print Parts Labels 1-4-1
Sold Items NOT in Stock by Vendor Part 3-2-13-3 Sold Items NOT in Stock (Report) 3-2-13 Parts-Labor Sales Tax Kits 3-3-1-4-3-2 Parts-Misc Sales Tax Kits 3-3-1-4-5-2 Parts Sales Tax Kits 3-3-1-4-5-2 R/O-Labor Sales Tax Kits 3-3-1-4-6-2 R/O-Misc Sales Tax Kits 3-3-1-4-6-2 Stock Reports Kits 1-9-1-A Tax Pkgs/ Kits/Rates 3-3-1-4 Print Labels 1-4 Print Parts Labels 1-4-1
Sold Items NOT in Stock (Report) 3-2-13 Parts-Labor Sales Tax Kits 3-3-1-4-3-2 Parts-Misc Sales Tax Kits 3-3-1-4-5-2 Parts Sales Tax Kits 3-3-1-4-5-2 R/O-Labor Sales Tax Kits 3-3-1-4-2-2 R/O-Misc Sales Tax Kits 3-3-1-4-6-2 Stock Reports Kits 1-9-1-A Tax Pkgs/ Kits/Rates 3-3-1-4 Print Labels 1-4 Print Parts Labels 1-4-1
Parts-Labor Sales Tax Kits 3-3-1-4-3-2 Parts-Misc Sales Tax Kits 3-3-1-4-5-2 Parts Sales Tax Kits 3-3-1-4-2-2 R/O-Labor Sales Tax Kits 3-3-1-4-6-2 R/O-Misc Sales Tax Kits 3-3-1-4-6-2 Stock Reports Kits 1-9-1-A Tax Pkgs/ Kits/Rates 3-3-1-4 Print Labels 1-4 Print Parts Labels 1-4-1
Parts-Misc Sales Tax Kits 3-3-1-4-5-2 Parts Sales Tax Kits 3-3-1-4-2-2 R/O-Labor Sales Tax Kits 3-3-1-4-4-2 R/O-Misc Sales Tax Kits 3-3-1-4-6-2 Stock Reports Kits 1-9-1-A Tax Pkgs/ Kits/Rates 3-3-1-4 Print Labels 1-4 Print Parts Labels 1-4-1
Parts Sales TaxKits3-3-1-4-2-2R/O-Labor Sales TaxKits3-3-1-4-4-2R/O-Misc Sales TaxKits3-3-1-4-6-2Stock ReportsKits1-9-1-ATax Pkgs/Kits/Rates3-3-1-4PrintLabels1-4Print PartsLabels1-4-1
R/O-Labor Sales Tax Kits 3-3-1-4-4-2 R/O-Misc Sales Tax Kits 3-3-1-4-6-2 Stock Reports Kits 1-9-1-A Tax Pkgs/ Kits/Rates 3-3-1-4 Print Labels 1-4 Print Parts Labels 1-4-1
R/O-Misc Sales TaxKits3-3-1-4-6-2Stock ReportsKits1-9-1-ATax Pkgs/Kits/Rates3-3-1-4PrintLabels1-4Print PartsLabels1-4-1
Stock ReportsKits1-9-1-ATax Pkgs/Kits/Rates3-3-1-4PrintLabels1-4Print PartsLabels1-4-1
Tax Pkgs/Kits/Rates3-3-1-4PrintLabels1-4Print PartsLabels1-4-1
Print Labels 1-4 Print Parts Labels 1-4-1
Print Parts Labels 1-4-1
Print Parts Labels for Block of Numbers 1-4-1-2
Zuotio foi bioek of framotio
Print Parts Labels for Single Numbers 1-4-1-3
Print Customer Mailing Labels 1-4-2
Print Vendor Mailing Labels 1-4-3
Print Customer Mailing Labels by City 1-4-2-2
Print Customer Mailing Labels by Code 1-4-2-5
Print Customer Mailing Labels by Name 1-4-2-1
Print Vendor Mailing Labels by Name 1-4-3-1
Print Customer Mailing Labels by State 1-4-2-4
Print Vendor Mailing Labels by Vendor (Number) 1-4-3-2
Print Customer Mailing Labels by Zip Code 1-4-2-3

Related Terms	Primary Topic	<u>Path</u>
Print Parts Labels: All	Labels for Vendor	1-4-1-1
Parts	Labor	3-3-1-4-3
Change Hourly	Labor Rates (Service Default)	3-3-3-2
Calculate Ext. Cost Using	Last Cost (Extended Price Report)	3-2-9-x-3
Change Stock	Level & Reorder Point	1-6-2-8
Service Access	Levels (Default)	3-3-3-3
Accounts with	Limits and Balances (Report)	1-9-0-5
Print Code	List (Stock)	1-9-1-5
Appointment	List (Service Menu)	2-4-5
Appointment	List by Tech-ID	2-4-5-1
Appointment	List by Name	2-4-5-2
Print Hold Tickets	List All Hold Tickets	1-9-9-1
Repair Order Reports	List Service Completed	2-4-4-2
Account File Prints	Listing by Account Number	1-9-0-1
Quick (Account File)	Listing by Account Number	1-9-0-4
Account File Prints	Listing by Name	1-9-0-2
Quick (Account File)	Listing by Name	1-9-0-3
Special Order Reports	Listing by Name	1-9-6-2
Special Order Reports	Listing by Operator	1-9-6-4
Print Hold Tickets	Listing by Operator	1-9-9-4
Print Hold Tickets	Listing by Ticket Number	1-9-9-3
Print Hold Tickets	Listing by Vendor	1-9-9-2
Special Order Reports	Listing by Vendor	1-9-6-3
Management Reports	Lost Sales Report	3-2-2
Print Customer	Mailing Labels	1-4-2
Print Customer	Mailing Labels by City	1-4-2-2
Print Customer	Mailing Labels by Code	1-4-2-5
Print Customer	Mailing Labels by Name	1-4-2-1
Print Customer	Mailing Labels by State	1-4-2-4
Print Customer	Mailing Labels by Zip Code	1-4-2-3
Print Vendor	Mailing Labels	1-4-3
Print Vendor	Mailing Labels by Name	1-4-3-1
Print Vendor	Mailing Labels by Vendor (Number)	1-4-3-2
Service	Maintenance (Service)	2-5
	Maintenance (Parts)	1-0
Total Inventory Report by	Major Units	3-2-7-5
	Management	3
	Management Reports	3-2
System Utilities	Master Book	1-0-0-8

Related Terms	Primary Topic	Path
Print Cost	Matrix (System Reports)	1-9-8
Cost	Matrix File	1-0-8
Parts	Menu (shortcut to)	1-1-8
Service	Menu (shortcut to)	1-1-7
Parts	Misc	3-3-1-4-5
R/O	Misc 3	-3-1-4-6
Print Wk.Code File by Wk.Code/	Model	2-4-3-2
Print Work Code File by	Model/Work Code	2-4-3-1
Print Vehicle File by	Model and Year	1-9-4-1/ 2-4-2-1
End of Day/	Month (Parts Menu)	1-7
Reprint End of	Month (Report)	1-0-0-3-6
Part Movement (3yr	Monthly) Report	1-9-5-1-5 1-9-1-7-5
Number	Months History (Service Defaul	ts) 3-3-3-6
Part	Movement (3yr History)	1-9-5-1-4 1-9-1-7-4
Part	Movement (3yr Monthly)	1-9-5-1-5 1-9-1-7-5
Fast	Moving Parts Report	1-9-5-1-1 1-9-1-7-1
Slow	Moving Parts Report	1-9-5-1-2 1-9-1-7-2
Print Appointment List by	Name	2-4-5-2
Print Customer Discount Rpt by	Name	3-2-8-1
Print Customer File by	Name	1-9-3-1/ 2-4-1-1
Print Deleted ROs by	Name	3-2-11-2
Print Labels for Customers by	Name	1-4-2-1
Print Labels for Vendors by	Name	1-4-3-1
Print Operator File by	Name	1-9-A-1
Print Technician File by	Name	2-4-6-2
Print Listing by	Name (Account File)	1-9-0-2
Print Quick Listing by	Name (Account File)	1-9-0-3
Print Vehicle File by Customer	Name	1-9-4-2/ 2-4-2-2
Special Order Listing by	Name	1-9-6-2
Print Vendor	Name and Address by Name	1-9-2-4
Print Vendor	Name and Address by Vendor	1-9-2-3
Print Vendor	Name and Phone Number by Na	ame 1-9-2-2
Print Vendor	Name and Phone Number by Ve	endor 1-9-2-1

Related Terms	Primary Topic	Path
Change Service Defaults	Name Vehicle Fields	3-3-3-4
Tax Exempt Sales	Names (Sales Defaults)	3-3-4-1
Stock File	Negative Quantity Report	1-9-1-8
Print Vehicle File by	Next Service Due Date	1-9-4-3/ 2-4-2-3
Receive Stock from Invoice -	No Purchase Order	1-6-4-4
Reprint Work Sheet:	Not Counted (Parts)	1-5-2-4-2/ 1-8-4-2/ 1-0-0-3-3
Repair Ord.Summary: Completd	Not Ended (Report)	2-4-4-3-1
Repair Order Totals	Not Ended (Report)	2-4-4-4
Sold Items	NOT in Stock (Report)	3-2-13
Sold Items	NOT in Stock by Date	3-2-13-1
Sold Items	NOT in Stock by Operator	3-2-13-2
Sold Items	NOT in Stock by Vendor Part	3-2-13-3
Special Order Parts	Not Ordered (Report)	1-9-6-1
Reprint Inventory Changes Rpt:	Not Printed	1-5-2-6-2/ 1-8-6-2/ 1-0-0-3-4
Extended Price Stock File Prints by Vendor & Part	Number (System Reports)	3-2-9-1
Listing by Account	Number (Account File Prints)	1-9-0-1
Quick Listing by Account	Number (Account File Prints)	1-9-0-4
Create Special Work Sheet for Vendor 3 by 5-Digit	Number	1-5-2-2-1/ 1-8-2-1
Create Work Sheet by Part	Number	1-5-2-1-1/ 1-8-1-1
Cross-Reference Invntry by Part	Number	1-2-1-3
Customer Discount Rpt.by Cust	Number	3-2-8-2
Ext. Price Rpt.by Vendor & Part	Number	3-2-9-1
History Graph of Invntry by Part	Number	1-9-5-2-3
Print Deleted ROs by RO	Number (Report)	3-2-11-1
Print Est.Transactions by Ticket	Number	3-2-10-2
Print Hold Ticket Listg by Tickt	Number (Report)	1-9-9-3
Print Operator File by Operator	Number	1-9-A-2
Print Price Books by Part	Number	1-9-1-5-3
Print Stock Rpt by Vendor &Part	Number	1-9-1-1
Print Transactions by Ticket	Number (Report)	1-9-B-2
RO Parts Changes by RO	Number	3-2-12-3
Repair Order	Number (Service Defaults)	3-3-3-1
Searching for Service Orders History by Purchase Order	Number	2-5-4-2-2

Related Terms	Primary Topic	Path
Searching for Service Orders History by Repair Order	Number	2-5-4-2-1
Searching for Service Orders History by Vendor/Part	Number	2-5-4-2-3
Stock Reports by Vendor & Part		1-9-1-1
Print Vendor Name and Phone	Number by Vendor	1-9-2-1
Service Defaults Menu	Number Months History	3-3-3-6
Print Parts Labels for Block of	Numbers	1-4-1-2
Print Parts Labels for Single	Numbers	1-4-1-3
Reprint Inv.Chgs Rpt: All Part	Numbers	1-5-2-6-1/ 1-8-6-1/ 1-0-0-3-4-1
Reprint Work Sheet: All Part	Numbers	1-5-2-4-1/ 1-8-4-1/ 1-0-0-3-3-1
Standard Orders	On-Line Ordering	1-6-1-4
System Utilities	Open the Cash Drawer	1-0-0-2
Counter	Operations	1-1
Cash Out Sheet by	Operator (Report)	3-2-14
Print Deleted ROs by Delete	Operator	3-2-11-3
Print Estimate Transactions by	Operator	3-2-10-3
Print Hold Ticket Listing by	Operator	1-9-9-4
Print Transactions by	Operator (System Reports)	1-9-B-3
Repair Order Parts Changes by	Operator (Management Report)	3-2-12-2
Sold Items NOT in Stock by	Operator (Management Report)	3-2-13-2
Special Order Listing by	Operator (Special Order Reports)	1-9-6-4
Management	Operator File	3-1
Print	Operator File	1-9-A
Print	Operator File by Name	1-9-A-1
Print	Operator File by Operator Number	1-9-A-2
Other Order	Options	1-6-2
Cancel Purchase	Order	1-6-2-0
Delete Suggested Stock	Order	1-6-2-9
Edit (Standard) Stock	Order	1-6-1-3/ 1-6-2-7
Enter Exceptions to Purchase	Order	1-6-4-3
Forced Stock	Order	1-6-1-5
Recv Stock fr. Invoice-No Purch	Order	1-6-4-4
Repair	Order (Service Menu)	2-3
Repair	Order (Special Order Processing)	1-3-4
Suggested	Order by Category	1-6-2-6

Related Terms	Primary Topic	Path
Suggested	Order by Code	1-6-2-3
Suggested	Order by Part Status	1-6-2-2
Fast Moving	Order by Vendor	1-6-2-1
Special	Order by Vendor	1-6-1-2
Stock	Order by Vendor	1-6-1-1
Change Repair	Order Disclaimer (Default)	3-3-3-7
Maintain Special	Order File	1-0-6
Special	Order File Changes Report	3-2-4
Other Order Options	Order for Future Sales	1-6-2-5
Other Order Options	Order for Spring Dating	1-6-2-4
Change Type Repair	Order Form (Service Default)	3-3-3-5
Repair	Order History	2-5-4-1
Accept Purchase	Order in Entirety	1-6-4-1
Special	Order Listing by Name	1-9-6-2
Special	Order Listing by Operator	1-9-6-4
Special	Order Listing by Vendor	1-9-6-3
Repair	Order Number (Service Defaults)	3-3-3-1
Searching for Service Orders History by Purchase	Order Number	2-5-4-2-2
Searching for Service Orders History by Repair	Order Number	2-5-4-2-1
Other	Order Options	1-6-2
Repair	Order Parts (shortcut to)	1-1-6
Repair	Order Parts Changes (Report)	3-2-12
Repair	Order Parts Not Ordered (Report)	1-9-6-1
Repair	Order Payment	1-1-5
Special	Order Prints	1-9-6
System Defaults Menu	Order Priorities	3-3-1-3
Parts Menu	Order Processing	1-6
Stock File Changes from	Order Processing (Report)	3-2-5-2
Order Processing	Order Receiving	1-6-4
Special	Order Reminder	1-6-3-4
Stock	Order Reminder	1-6-3-3
Order Processing	Order Reports	1-6-3
Repair	Order Reports	2-4-4
Repair	Order Summary: Both (Compltd & Finalizd)	2-4-4-3-3
Repair	Order Summary: Completed (Not Ended)	2-4-4-3-1
Repair	Order Summary: Finalized	2-4-4-3-2
Special	Order Totals (Report)	1-9-6-7

Related Terms	Primary Topic	Path
Cancelled Parts	Ordered (Report)	3-2-3
Special Order Parts Not	Ordered (Report)	1-9-6-1
On-Line	Ordering	1-6-1-4
Outstanding Stock	Orders (Report)	1-6-3-2
Print Deleted Repair	Orders (Management Report)	3-2-11
Reprint Purchase	Orders	1-0-0-3-2
Special	Orders (shortcut to)	1-1-4
Standard	Orders	1-6-1
Special	Orders Backordered (Report)	1-9-6-6
Service	Orders History	2-5-4-2
Searching for Service	Orders History by Purchase Order Number	2-5-4-2-2
Special	Orders Received (Report)	1-9-6-5
Order Processing	Other Order Options	1-6-2
Cancel	Outdated Backorders	1-6-2-A
Order Reports	Outstanding Stock Orders Report	1-6-3-2
Stock Reports	Overstock Report	1-9-1-9
Tax	Packages	3-3-1-4-1
Sold Items NOT in Stock by Vendor	Part (Report)	3-2-13-3
History/Stock File Print	Part Movement (3yr History)	1-9-5-1-4/ 1-9-1-7-4
History/Stock File Print	Part Movement (3yr Monthly)	1-9-5-1-5/ 1-9-1-7-5
Create Work Sheet by	Part Number	1-5-2-1-1/ 1-8-1-1
Cross-Reference Inventory by	Part Number	1-2-1-3
Extended Price Stock File Prints by Vendor &	S Part Number (System Reports)	3-2-9-1
History Graph by	Part Number	1-9-5-2-3
Print Price Books by	Part Number	1-9-1-5-3
Searching for Service Orders History by Vendor/	Part Number	2-5-4-2-3
Stock Report by Vendor and	Part Number	1-9-1-1
Reprint Inv. Changes Rpt: All	Part Numbers	1-5-2-6-1/ 1-8-6-1/ 1-0-0-3-4-1
Reprint Work Sheet: All	Part Numbers	1-5-2-4-1/ 1-8-4-1/ 1-0-0-3-3-1
Order by	Part Status	1-6-2-2
Total Inventory Report by	Part Status	3-2-7-4

Related Terms	Primary Topic	Path
History/Stock File Print	Part Status by Vendor (Part Movement)	1-9-5-1-3/ 1-9-1-7-3
Add or Change	Parts	1-5-1
Change Defaults (Management)	Parts	3-3-2
Fast Moving	Parts (History File Print)	1-9-5-1-1/ 1-9-1-7-1
Device (Printer) Destinations	Parts (Defaults)	3-3-5-2-1
Printer Defaults	Parts	3-3-5-1-1
Repair Order	Parts (shortcut to)	1-1-6
Slow Moving	Parts (History File Print)	1-9-5-1-2/ 1-9-1-7-2
Sales Tax Maintenance	Parts	3-3-1-4-2
Repair Order	Parts Changes (Report)	3-2-12
Parts Menu	Parts/Inventory	1-5
Print	Parts Labels	1-4-1
Print	Parts Labels for Block of Numbers	1-4-1-2
Print	Parts Labels for Single Numbers	1-4-1-3
Sales Tax Maintenance	Parts Labor	3-3-1-4-3
Counter Operations	Parts Menu (shortcut to)	1-1-8
Sales Tax Maintenance	Parts Misc	3-3-1-4-5
Special Order Prints	Parts Not Ordered (Report)	1-9-6-1
Cancelled	Parts Ordered (Report)	3-2-3
Returned	Parts Report	3-2-1
Received	Parts Report (End of Day Reprints)	1-0-0-3-5-3
Account	Payment (or Refund)	1-1-3
Repair Order	Payment (or Refund)	1-1-5
Stock Reports	Percent Profit Report	1-9-1-0
Print Vendor Name and	Phone Number by Name	1-9-2-2
Print Vendor Name and	Phone Number by Vendor	1-9-2-1
Parts/Inventory Menu	Physical Inventory	1-5-2/1-8
Tax	Pkgs/Kits/Rates	3-3-1-4
Change Stock Level & Reorder	Point	1-6-2-8
Add a	Price Book (System Utilities)	1-0-0-7
Print	Price Books by Category	1-9-1-5-1
Print	Price Books by Code	1-9-1-5-4
Print	Price Books by Part Number	1-9-1-5-3
Print	Price Books by Vendor	1-9-1-5-2
Stock Reports	Price Books (Report)	1-9-1-5
Extended	Price Report	3-2-9
Extended	Price Report by Category	3-2-9-3

Related Terms	Primary Topic	Path
Extended	Price Report by Vendor and Code	3-2-9-2
Extended	Price Report by Vendor & Part Number	3-2-9-1
History File	Print	1-9-5
Print Parts Labels	Print All Labels for Vendor	1-4-1-1
System Reports	Print All Transactions	1-9-B-1
Management Reports	Print All Transactions (Estimate)	3-2-10-1
Tech Schedule	Print Appointment List	2-4-5
Tech Schedule	Print Appointment List by Name	2-4-5-2
Tech Schedule	Print Appointment List by Tech-ID	2-4-5-1
Service	Print Appointments	2-1
Stock Reports	Print by Category	1-9-1-3
Category	Print by Category Name	1-9-7-2
Work Code File	Print by Category Name	1-9-7-2
Category	Print by Category Number	1-9-7-1
Vehicle File	Print by Customer Name	1-9-4-2/ 2-4-2-2
Work Code File	Print by Description	2-4-3-3
Vehicle File	Print by Extended Warranty Expiration	1-9-4-5/ 2-4-2-5
Vehicle File	Print by Model and Year	1-9-4-1/ 2-4-2-1
Category File	Print by Model/Work Code	2-4-3-1
Vehicle File	Print by Next Service Due Date	1-9-4-3/ 2-4-2-3
Stock Reports	Print by Vendor and Code	1-9-1-2
Stock Reports	Print by Vendor and Part Number	1-9-1-1
Vehicle File	Print by Warranty Expiration Date	1-9-4-4/ 2-4-2-4
Work Code File	Print by Work Code/Model	2-4-3-2
Stock Reports	Print Code List	1-9-1-6
System Reports	Print Cost Matrix	1-9-8
Print Labels	Print Custom Barcodes	1-4-5
Print Labels	Print Custom-Designed Labels	1-4-4
System/Service Reports	Print Customer (List)	1-9-3/ 2-4-1
System/Service Reports	Print Customer by City	1-9-3-2/ 2-4-1-2
System/Service Reports	Print Customer by Name	1-9-3-1/ 2-4-1-1
System/Service Reports	Print Customer by State	1-9-3-4/

Related Terms	Primary Topic	Path
System/Service Reports	Print Customer by Zip Code	1-9-3-3/ 2-4-1-3
Management Reports	Print Customer Discount Report	3-2-8
Management Reports	Print Customer Discount Rpt. by Customer #	3-2-8-2
Management Reports	Print Customer Discount Report by Name	3-2-8-1
Print Labels	Print Customer Mailing Labels	1-4-3
Print Labels	Print Customer Mailing Labels by City	1-4-2-2
Print Labels	Print Customer Mailing Labels by Code	1-4-2-5
Print Labels	Print Customer Mailing Labels by Name	1-4-2-1
Print Labels	Print Customer Mailing Labels by State	1-4-2-4
Print Labels	Print Customer Mailing Labels by Zip Code	1-4-2-3
Management Reports	Print Deleted Repair Orders (Report)	3-2-11
Management Reports	Print Deleted ROs by Customer Name	3-2-11-2
Management Reports	Print Deleted Repair Orders by RO Number	3-2-11-1
Management Reports	Print Deleted ROs by Delete Operator	3-2-11-3
Management Reports	Print Estimate Transactions (Report)	3-2-10
Management Reports	Print Estimate Transactions by Operator	3-2-10-3
Management Reports	Print Estimate Transactions by Ticket No.	3-2-10-2
System Reports	Print History Graphs	1-9-5-2
System Reports	Print Hold Tickets (List)	1-9-9
System Reports	Print Hold Ticket Totals	1-9-9-5
Hold Ticket File	Print Listing by Operator	1-9-9-4
Hold Ticket File	Print Listing by Ticket Number	1-9-9-3
Hold Ticket File	Print Listing by Vendor	1-9-9-2
Parts Menu	Print Labels	1-4
Vendor	Print Menu	1-9-2
System Reports	Print Operator File (List)	1-9-A
System Reports	Print Operator File by Name	1-9-A-1
System Reports	Print Operator File by Operator Number	1-9-A-2
Print Labels	Print Parts Labels	1-4-1
Print Labels	Print Parts Labels for Block of Numbers	1-4-1-2
Print Labels	Print Parts Labels for Single Numbers	1-4-1-3
Stock Reports	Print Price Books by Category	1-9-1-5-1
Stock Reports	Print Price Books by Code	1-9-1-5-4
Stock Reports	Print Price Books by Part Number	1-9-1-5-3
Stock Reports	Print Price Books by Vendor	1-9-1-5-2
Stock Reports	Print Price Books (Report)	1-9-1-5
Repair Order Reports	Print Repair Order Summary	2-4-4-3

Related Terms	Primary Topic	Path
Repair Order Reports	Print RO Summary: Both (Completed & Finalized)	2-4-4-3-3
Repair Order Reports	Print RO Summary: Completed (Not Ended)	2-4-4-3-1
Repair Order Reports	Print Repair Order Summary: Finalized	2-4-4-3-2
Order Reports	Print Special Order Reminder	1-6-3-4
Order Reports	Print Stock Order Reminder	1-6-3-3
Service Reports	Print Technician File	2-4-6
Service Reports	Print Technician File by Name	2-4-6-2
Service Reports	Print Technician File by Tech-ID	2-4-6-1
System Reports	Print Transactions	1-9-B
System Reports	Print Transactions by Operator	1-9-B-3
System Reports	Print Transactions by Ticket Number	1-9-B-2
System Reports	Print Vehicle File by Customer Name	1-9-4-2/ 2-4-2-2
System Reports	Print Vehicle File by Ext. Warranty Expirat'n	1-9-4-5/ 2-4-2-5
System Reports	Print Vehicle File by Model and Year	1-9-4-1/ 2-4-2-1
System Reports	Print Vehicle File by Next Service Due Date	1-9-4-3/ 2-4-2-3
System Reports	Print Vehicle File by Warranty Expir. Date	1-9-4-4/ 2-4-2-4
Print Labels	Print Vendor Mailing Labels	1-4-3
Print Labels	Print Vendor Mailing Labels by Name	1-4-3-1
Print Labels	Print Vendor Mailing Labels by Vendor (#)	1-4-3-1
Service Reports	Print Work Code File	2-5-3
Service Reports	Print Work Code File by Description	2-4-3-3
Service Reports	Print Work Code File by Model/Work Code	2-4-3-1
Service Reports	Print Work Code File by Work Code/Model	2-4-3-2
Inventory Changes Report Not	Printed (Reprint)	1-5-2-6-2/ 1-8-6-2/ 1-0-0-3-4
Device Defaults Menu	Printer Types	3-3-5-1
Account File	Prints	1-9-0
Extended Price Stock File	Prints (System Reports)	3-2-9
Extended Price Stock File	Prints by Category (System Reports)	3-2-9-3
Extended Price Stock File	Prints by Vendor & Code (System Reports)	3-2-9-2
Extended Price Stock File	Prints by Vendor & Part No.(System Rpts)	3-2-9-1
Order	Priorities (System Defaults)	3-3-1-2
Order	Processing (Parts Menu)	1-6
Special Order	Processing (Parts Menu)	1-3

Related Terms	Primary Topic	Path
Stock File Changes from Order	Processing (Report)	3-2-5-2
Special Order	Processing: All Types	1-3-1
Special Order	Processing: Counter Ticket	1-3-2
Special Order	Processing: Hold Ticket	1-3-3
Special Order	Processing: Repair Order	1-3-4
Percent	Profit Report (Stock Reports)	1-9-1-0
Cancel	Purchase Order (Other Order Options)	1-6-2-0
Enter Exceptions to	Purchase Order (Order Receiving)	1-6-4-3
Receive Stock from Invoice- No	Purchase Order (Order Receiving)	1-6-4-4
Accept	Purchase Order in Entirety (Order Recvg)	1-6-4-1
Searchg for Srvc.Orders Hist.by	Purchase Order Number	2-5-4-2-2
Reprint	Purchase Orders	1-0-0-3-2
Enter	Quantities for Each Item (Received)	1-6-4-2
Negative	Quantity Report (Stock File)	1-9-1-8
Account File	Quick Listing by Account Number	1-9-0-4
Account File	Quick Listing by Name	1-9-0-3
Sales Tax Maintenance	R/O Labor	3-3-1-4-4
Sales Tax Maintenance	R/O Misc	3-3-1-4-6
Parts Sales Tax	Rates	3-3-1-4-2-1
Parts-Labor Sales Tax	Rates	3-3-1-4-3-1
Parts-Misc Sales Tax	Rates	3-3-1-4-5-1
R/O-Labor Sales Tax	Rates	3-3-1-4-4-1
R/O-Misc Sales Tax	Rates	3-3-1-4-6-1
Tax Pkgs/Kits/	Rates	3-3-1-4
Hourly Labor	Rates (Service Defaults)	3-3-3-2
System Utilities	Rebuild (Master Book)	1-0-0-8-2
Order Receiving	Receive Stock fr.Invoice-No Purchase Order	1-6-4-4
Special Orders	Received (Report)	1-9-6-5
End of Day Reprints	Received Parts Report	1-0-0-3-5-3
Order	Receiving	1-6-4
Cross	Reference (Parts Menu)	1-2
Cross	Reference by History	1-2-1
Cross	Reference Inventory by Category	1-2-1-1
Cross	Reference Inventory by Code	1-2-1-2
Cross	Reference Inventory by Description	1-2-1-4
Cross	Reference Inventory by Part Number	1-2-1-3
Special Order	Reminder (Order Reports)	1-6-3-4
Stock Order	Reminder (Order Reports)	1-6-3-3
Change Stock Level &	Reorder Point (Other Order Options)	1-6-2-8

Related Terms	Primary Topic	Path
Service Menu	Repair Order	2-3
Special Order Processing	Repair Order	1-3-4
Change Service Defaults	Repair Order Disclaimer (Default)	3-3-3-7
Type	Repair Order Form (Service Defaults)	3-3-3-5
History File	Repair Order History	2-5-4-1
Change Service Defaults	Repair Order Number (Default)	3-3-3-1
Searchg for Srvc.Orders Hist.by	Repair Order Number	2-5-4-2-1
Counter Operations	Repair Order Parts (shortcut to)	1-1-6
Management Reports	Repair Order Parts Changes Report	3-2-12
Counter Operations	Repair Order Payment (or Refund)	1-1-5
Service Reports	Repair Order Reports	2-4-4
Repair Order Reports	Repair Order Summary	2-4-4-3
Repair Order Reports	Repair Order Totals (Not Ended)	2-4-4-4
Print Deleted	Repair Orders (Management Report)	3-2-11
Print Deleted	Repair Orders by Customer Name	3-2-11-2
Print Deleted	Repair Orders by Delete Operator	3-2-11-3
Print Deleted	Repair Orders by RO Number	3-2-11-1
Calculate Extended Cost Using:	Replacement Cost (Extended Price Report)	3-2-9-x-1
Account File Changes	Report (Management)	3-2-6
Accounts w/ Limits & Balances	Report (Account File Prints)	1-9-0-5
All Transactions	Report (System Reports)	1-9-B-1
Cancelled Parts Ordered	Report (Management)	3-2-3
Cash-Out Sheet by Operator	Report (Management)	3-2-14
Customer Discount	Report (Management)	3-2-8
Spec.Order Duplication Info.	Report (Special Order File Prints)	1-9-6-4
Estimate Transactions	Report (Management)	3-2-10
Extended Price	Report (Management)	3-2-9
Fast Moving Parts	Report (History/Stock Files)	1-9-5-1-1/ 1-9-1-7-1
Hold Ticket Totals	Report (System Reports)	1-9-9-5
Inventory Changes	Report	1-5-2-6/ 1-8-6/ 1-0-0-3-4
Lost Sales	Report (Management)	3-2-2
Negative Quantity	Report (Stock File)	1-9-1-8
Overstock	Report	1-9-1-9
Part Movement (3yr History)	Report (History/Stock Files)	1-9-5-1-4/ 1-9-1-7-4
Part Movement (3yr Monthly)	Report (History/Stock Files)	1-9-5-1-5/ 1-9-1-7-5

Related Terms	Primary Topic	Path
Part Status by Ven.(Part Movemt)	Report (History File)	1-9-5-1-3
Parts Not Ordered	Report (Special Order File Prints)	1-9-6-1
Percent Profit	Report	1-9-1-0
Repair Order Parts Changes	Report (Management)	3-2-12
Repair Order Summary	Report	2-4-4-3
Repair Order Totals (Not Ended)	Report	2-4-4-4
Repair Order Summary: Both	Report	2-4-4-3-3
RO Summary: Completed	Report	2-4-4-3-1
RO Summary: Finalized	Report	2-4-4-3-2
Returned Parts	Report (Management)	3-2-1
Service Completed: All Compl.	Report (RO Reports)	2-4-4-2-1
Service Completed: Internal	Report (RO Reports)	2-4-4-2-3
Service Completed: Retail	Report (RO Reports)	2-4-4-2-2
Service Completed: Warranty	Report (RO Reports)	2-4-4-2-4
Slow Moving Parts	Report (History/Stock Files)	1-9-5-1-2 1-9-1-7-2
Sold Items NOT in Stock	Report (Management)	3-2-13
Special Order File Changes	Report (Management)	3-2-4
Special Orders Backordered	Report (System Reports)	1-9-6-6
Special Orders Received	Report (System Reports)	1-9-6-5
Status of Service	Report (Repair Order Reports)	2-4-4-1
Stock File Changes	Report (Management)	3-2-5
Total Inventory	Report (Management)	3-2-7
Transactions by Operator	Report (System Reports)	1-9-B-3
Transactions by Ticket Number	Report (System Reports)	1-9-B-2
Zero Stocking	Report (System Reports)	1-9-1-4
Extended Price	Report by Category (Management)	3-2-9-3
Stock	Report by Category (System Reports)	1-9-1-3
Total Inventory	Report by Category (Management)	3-2-7-2
Total Inventory	Report by Code (Management)	3-2-7-3
Category Stock	Report by Description	1-9-1-3-1
Customer Discount	Report by Customer Number (Management)	3-2-8-2
Customer Discount	Report by Name (Management)	3-2-8-1
Total Inventory	Report by Major Units (Management)	3-2-7-5
Total Inventory	Report by Part Status (Management)	3-2-7-4
Total Inventory	Report by Vendor (Management)	3-2-7-1
Extended Price	Report by Vendor and Code (Management)	3-2-9-2
Stock	Report by Vendor and Code (System Repts)	1-9-1-2
Extended Price	Report by Vendor and Part Number	3-2-9-1

Related Terms	Primary Topic	Path
Stock	Report by Vendor and Part No.(Systm Repts)	1-9-1-1
Stock File Changes	Report from Order Processing (Managemt)	3-2-5-2
Stock File Changes	Report from Stock Maintenance (Managemt)	3-2-5-1
System Reports	Report Generator	1-9-C
Category Stock	Report with History (System Reports)	1-9-1-3-2
Account	Reports (System Reports)	1-9-0
Change Defaults:	Reports (Management)	3-3-8
End of Day/Month	Reports (Parts Menu)	1-7
History	Reports (System Reports)	1-9-5
Management	Reports	3-2
Repair Order	Reports (Service Menu)	2-4-4
Service	Reports	2-4
Service Completed	Reports (Repair Order Reports)	2-4-4-2
Special Order	Reports (System Reports)	1-9-6
Stock	Reports (System Reports)	1-9-1
System	Reports	1-9
Transactions	Reports (System Reports)	1-9-B
Category Stock	Reports: "ZZ" Report	1-9-1-3-3
System Reprints	Reprint Counter Tickets	1-0-0-3-1
System Reprints	Reprint End of Day	1-0-0-3-5
System Reprints	Reprint End of Month	1-0-0-3-6
Physical Inventory	Reprint Inventory Changes Report	1-5-2-6/ 1-8-6
System Reprints	Reprint Inventory Changes Report	1-0-0-3-4
Physical Inventory	Reprint Inv.Changes Rpt: All Part Numbers	1-5-2-6-1/ 1-8-6-1
System Reprints	Reprint Inv. Changes Rpt: All Part Nmbrs	1-0-0-3-4-1
Physical Inventory	Reprint Inv.Changes Rpt: Not Printed	1-5-2-6-2/ 1-8-6-2
System Reprints	Reprint Inv. Changes Rpt: Not Printed	1-0-0-3-4-2
System Reprints	Reprint Inventory Work Sheets	1-0-0-3-3
System Reprints	Reprint Purchase Orders	1-0-0-3-2
Physical Inventory	Reprint Work Sheet: All Part Nmbrs	1-5-2-4-1/ 1-8-4-1
Physical Inventory	Reprint Work Sheet: Not Counted (Parts)	1-5-2-4-2/ 1-8-4-2
Physical Inventory	Reprint Work Sheet: Skipped (Parts)	1-5-2-4-3/ 1-8-4-3
End of Day	Reprints: Cash Out Work Sheet	1-0-0-3-5-4
End of Day	Reprints: End of Day Report	1-0-0-3-5-1
End of Day	Reprints: Received Parts Report	1-0-0-3-5-3

Related Terms	Primary Topic	Path
End of Day	Reprints: "ZZ" Report	1-0-0-3-5-2
List Service Completed:	Retail	2-4-4-2-2
Print Deleted Repair Orders by	RO Number (Management Reports)	3-2-11-1
Order for Future	Sales (Other Order Options)	1-6-2-5
Change Defaults:	Sales (Management)	3-3-4
Device Destinations (Defaults):	Sales (F&I)	3-3-5-2-3
Tax Exempt	Sales Names (Sales Defaults)	3-3-4-1
Lost	Sales Report (Management)	3-2-2
Service	Schedule	2-2
Technician	Schedule	2-4-5
Change Defaults:	Service (Management)	3-3-3
Device Destinations (Defaults):	Service	3-3-5-2-2
Service Defaults	Service Access Levels	3-3-3-3
List	Service Completed (Repair Order Reports)	2-4-4-2
List	Service Completed: All Completed	2-4-4-2-1
List	Service Completed: Internal	2-4-4-2-3
List	Service Completed: Retail	2-4-4-2-2
List	Service Completed: Warranty	2-4-4-2-4
Print Vehicle File by Next	Service Due Date	1-9-4-3/ 2-4-2-3
Counter Operations	Service Menu (shortcut to)	1-1-7
File Maintenance	Service Orders History	2-5-4-2
Status of	Service Report (Repair Order Reports)	2-4-4-1
Service Menu	Service Reports	2-4
Service Menu	Service Schedule	2-2
Management	Set Handling Charge	3-5
Enter	Single Items (Order Receiving)	1-6-4-5
Print Parts Labels for	Single Numbers	1-4-1-3
Reprint Work Sheet:	Skipped (Parts)	1-5-2-4-3/ 1-8-4-3
History/Stock File Prints	Slow Moving Parts Report	1-9-5-1-2/ 1-9-1-7-2
Management Reports	Sold Items NOT in Stock (Report)	3-2-13
Create	Special Inventory Work Sheet for Vendor 2	1-5-2-2-2/ 1-8-2-2
Create	Special Inv.Wk.Sheet for Ven.3 by 5-Digit#	1-5-2-2-1/ 1-8-2-1
Maintenance	Special Order	1-0-6
Standard Orders	Special Order by Vendor	1-6-1-2
Management	Special Order File Changes Report	3-2-4

Related Terms	Primary Topic	Path
Special Order Reports	Special Order Listing by Name	1-9-6-2
Special Order Reports	Special Order Listing by Operator	1-9-6-4
Special Order Reports	Special Order Listing by Vendor	1-9-6-3
System Reports	Special Order File Prints	1-9-6
Special Order Reports	Special Order Parts Not Ordered (Report)	1-9-6-1
System Defaults Menu	Special Order Priorities	3-3-1-2
Parts Menu	Special Order Processing	1-3
Order Reports	Special Order Reminder	1-6-3-4
Special Order Reports	Special Order Totals (Report)	1-9-6-7
Parts Menu	Special Orders (shortcut to)	1-1-4
Special Order Reports	Special Orders Backordered (Report)	1-9-6-6
Special Order Reports	Special Orders Received (Report)	1-9-6-5
Order for	Spring Dating (Other Order Options)	1-6-2-4
Order Processing	Standard Orders	1-6-1
Print Customer File by	State	1-9-3-4/ 2-4-1-4
Print Customer Mailg Labels by	State	1-4-2-4
Suggested Order by Part Status	Status (Other Order Options)	1-6-2-2
Total Inventory Report by Part	Status (Management Reports)	3-2-7-4
Part	Status by Vendor Report (Part Movement)	1-9-5-1-3 1-9-1-7-3
Repair Order Reports	Status of Service Report	2-4-4-1
Sold Items NOT in	Stock (Report)	3-2-13
Sold Items NOT in	Stock by Date (Report)	3-2-13-1
Sold Items NOT in	Stock by Operator	3-2-13-2
Sold Items NOT in	Stock by Vendor Part	3-2-13-3
Management Reports	Stock File Changes from Order Processing	3-2-5-2
Management Reports	Stock File Changes Report	3-2-5
Management Reports	Stock File Changes Rpt from Stock Maint.	3-2-5-1
Update	Stock File from Books	3-4
Extended Price	Stock File Prints by Category (Managemt)	3-2-9-3
Extended Price	Stock File Prints by Vendor & Code	3-2-9-2
Extended Price	Stock File Prints by Vendor & Part Number	3-2-9-1
Receive	Stock from Invoice - No Purchase Order	1-6-4-4
Change	Stock Level & Reorder Point	1-6-2-8
Stock File Changes from	Stock Maintenance (Management Reports)	3-2-5-1
Delete Suggested	Stock Order (Other Order Options)	1-6-2-9
Edit	Stock Order (Other Order Options)	1-6-2-7
Edit	Stock Order (Standard Orders)	1-6-1-3

Related Terms	Primary Topic	Path
Forced	Stock Order (Standard Orders)	1-6-1-5
Order Reports	Stock Order Reminder	1-6-3-3
Outstanding	Stock Orders (Order Reports)	1-6-3-2
Category	Stock Report by Description	1-9-1-3-1
Category	Stock Report with History	1-9-1-3-2
System Reports	Stock Reports	1-9-1
Category	Stock Reports: "ZZ" Report	1-9-1-3-3
Zero	Stocking Report (System Reports)	1-9-1-4
Edit	Store Headers (System Utilities)	1-0-0-5
Other Order Options	Suggested Order by Category	1-6-2-6
Other Order Options	Suggested Order by Code	1-6-2-3
Delete	Suggested Stock Order	1-6-2-9
Print Repair Order	Summary: Both (Compltd & Finalizd)	2-4-4-3-3
Print Repair Order	Summary: Completed (Not Ended)	2-4-4-3-1
Print Repair Order	Summary: Finalized	2-4-4-3-2
Repair Order	Summary (Repair Order Reports)	2-4-4-3
Back Up the	System (System Utilities)	1-0-0-1
Change Defaults:	System	3-3-1
System Defaults Menu	System Defaults	3-3-1-1
System Utilities	System Diagnostics	1-0-0-4
Parts Menu	System Maintenance	1-0
Parts Menu	System Reports	1-9
System Maintenance	System Utilities	1-0-0
System Defaults Menu	Tax Defaults	3-3-1-2
Sales Defaults Menu	Tax Exempt Sales Names	3-3-4-1
Sales Tax Maintenance	Tax Packages	3-3-1-4-1
System Defaults Menu	Tax Pkgs/Kits/Rates	3-3-1-4
Service Reports Menu	Tech Schedule	2-4-5
Appointment List by	Tech-ID (Tech Schedule)	2-4-5-1
Print Technician File by	Tech-ID	2-4-6-1
File Maintenance (Service)	Technician	2-5-5
Print	Technician File (Service)	2-4-6
Part Movement	(3yr History)	1-9-5-1-4/ 1-9-1-7-4
Part Movement	(3yr Monthly)	1-9-5-1-5/ 1-9-1-7-5
Counter	Ticket (Special Order Processing)	1-3-2
Create	Ticket (Counter Operations)	1-1-1
Find Hold	Ticket (Counter Operations)	1-1-2

Related Terms	Primary Topic	Path
Hold	Ticket (System Maintenance)	1-0-9
Hold	Ticket (Special Order Processing)	1-3-3
Print Estimate Transactions by	Ticket Number (Management Reports)	3-2-10-2
Print Transactions by	Ticket Number (System Reports)	1-9-B-2
Print Hold	Ticket Totals (System Reports)	1-9-9-5
List All Hold	Tickets (System Reports)	1-9-9-1
Print Hold	Tickets (System Reports)	1-9-9
Reprint Counter	Tickets (System Reprints)	1-0-0-3-1
Print Hold	Tickets Listing by Operator	1-9-9-4
Print Hold	Tickets Listing by Ticket Number	1-9-9-3
Print Hold	Tickets Listing by Vendor	1-9-9-2
Management Reports	Total Inventory Report (Value)	3-2-7
Management Reports	Total Inventory Report by Category	3-2-7-2
Management Reports	Total Inventory Report by Code	3-2-7-3
Management Reports	Total Inventory Report by MajorUnits	3-2-7-5
Management Reports	Total Inventory Report by Part Status	3-2-7-4
Management Reports	Total Inventory Report by Vendor	3-2-7-1
Print Hold Ticket	Totals (System Reports)	1-9-9-5
Repair Order	Totals (Not Ended) Report	2-4-4-4
Special Order	Totals Report (Special Order Prints)	1-9-6-7
Print	Transactions (System Reports)	1-9-B
Print All	Transactions (Print Estimate Trans.)	3-2-10-1
Print All	Transactions (System Reports)	1-9-B-1
Print Estimate	Transactions (Management Reports)	3-2-10
Print Estimate	Transactions by Operator	3-2-10-3
Print Estimate	Transactions by Ticket Number	3-2-10-2
Print	Transactions by Ticket Number (Syst.Rpts)	1-9-B-2
Service Defaults	Type Repair Order Form	3-3-3-5
All	Types (Special Order Processing)	1-3-1
Printer	Types (Device Defaults Menu)	3-3-5-1
Total Inventory Report by	Major Units	3-2-7-5
Management	Update Stock File from Books	3-4
Add/	Update ZipCode Book (Maintenance)	1-0-A-1
System Utilities	User-Defined Fields	1-0-0-6
System	Utilities (System Maintenance)	1-0-0
Total Inventory Report (Value) (Management Reports)	3-2-7
Change Name	Vehicle Fields (Service Defaults)	3-3-3-4
File Maintenance (Service)	Vehicle File	2-5-2

Related Terms	Primary Topic	Path
System Maintenance	Vehicle File	1-0-5
Print	Vehicle File by Customer Name	1-9-4-2/ 2-4-2-2
Print	Vehicle File by Extd. Warranty Expiration	1-9-4-5/ 2-4-2-5
Print	Vehicle File by Model and Year	1-9-4-1/ 2-4-2-1
Print	Vehicle File by Next Service Due Date	1-9-4-3/ 2-4-2-3
Print	Vehicle File by Warranty Expiration Date	1-9-4-4/ 2-4-2-4
Backorders by	Vendor (Order Reports)	1-6-3-1
Create Work Sheet by	Vendor (Physical Inventory)	1-5-2-1-4/ 1-8-1-4
Fast Moving Order by	Vendor (Other Order Options)	1-6-2-1
History Graph of Inventory by	Vendor (History File Print)	1-9-5-2-4
Part Status by	Vendor (Part Movement)	1-9-5-1-3/ 1-9-1-7-3
Print All Labels for	Vendor (Print Parts Labels)	1-4-1-1
Print Hold Tickets Listing by	Vendor (System Reports)	1-9-9-2
Print Name and Address by	Vendor (Vendor Print Menu)	1-9-2-3
Print Name & Phone Number by	Vendor (Vendor Print Menu)	1-9-2-1
Print Price Books by	Vendor (Stock Reports)	1-9-1-5-2
Print Vendor Mailing Labels by	Vendor (Number)	1-4-3-2
Special Order by	Vendor (Standard Orders)	1-6-1-2
Special Order Prints: Listing by	Vendor	1-9-6-3
Stock Order by	Vendor (Standard Orders)	1-6-1-1
Total Inventory Report by	Vendor (Management Reports)	3-2-7-1
Create Spec. Inv. Work Sheet for	Vendor 2	1-5-2-2-2/ 1-8-2-2
Create Spec. Inv. Work Sheet for	Vendor 3 by 5-Digit Number	1-5-2-2-1/ 1-8-2-1
Extended Price Report by	Vendor and Code (Management)	3-2-9-2
Print by	Vendor and Code (Stock Reports)	1-9-1-2
Extended Price Report by	Vendor and Part Number (Management)	3-2-9-1
Print by	Vendor and Part Number (Stock Reports)	1-9-1-1
System Maintenance	Vendor File	1-0-2
Sold Items NOT in Stock by	Vendor Part (Management Reports)	3-2-13-3
System Reports	Vendor Print	1-9-2
Searchg for Srvc.Orders Hist.by	Vendor/Part Number (File Maintenance)	2-5-4-2-3
List Service Completed:	Warranty (Repair Order Reports)	2-4-4-2-4

Related Terms	Primary Topic	Path
Print Vehicle File by Extended	Warranty Expiration	1-9-4-5/ 2-4-2-5
Print Vehicle File by	Warranty Expiration Date	1-9-4-4/ 2-4-2-4
Category Stock Report	With History	1-9-1-3-2
Print Work Code File by Model/	Work Code	2-4-3-1
File Maintenance (Service)	Work Code File	2-5-3
Print	Work Code File (Service Reports)	2-4-3
Print	Work Code File by Description	2-4-3-3
Print	Work Code File by Model/Work Code	2-4-3-1
Print	Work Code File by Work Code/Model	2-4-3-2
Cash Out	Work Sheet (End of Day Reprints)	1-0-0-3-5-4
Create	Work Sheet (Physical Inventory)	1-5-2-1/ 1-8-1
Create	Create Work Sheet by Category	1-5-2-1-2/ 1-8-1-2
Create	Work Sheet by Code	1-5-2-1-3/ 1-8-1-3
Create	Work Sheet by Part Number	1-5-2-1-1/ 1-8-1-1
Create	Work Sheet by Vendor	1-5-2-1-4/ 1-8-1-4
Create Special	Work Sheet (Physical Inventory)	1-5-2-2/ 1-8-2
Create Special Inventory	Work Sheet for Vendor 2	1-5-2-2-2/ 1-8-2-2
Create Special Inventory	Work Sheet for Vendor 3 by 5-Digit No.	1-5-2-2-1/ 1-8-2-1
Delete	Work Sheet (Physical Inventory)	1-5-2-5/ 1-8-5
Reprint	Work Sheet (Physical Inventory)	1-5-2-4/ 1-8-4
Reprint	Work Sheet: All Part Numbers	1-5-2-4-1/ 1-8-4-1
Reprint	Reprint Work Sheet: Not Counted (Parts)	1-5-2-4-2/ 1-8-4-2
Reprint	Reprint Work Sheet: Skipped (Parts)	1-5-2-4-3/ 1-8-4-3
Reprint Inventory	Work Sheets (System Reprints)	1-0-0-3-3
Stock Reports	Zero Stocking Report	1-9-1-4
Print Customer File by	Zip Code	1-9-3-3/ 2-4-1-3
Print Customer Mailg Labels by	Zip Code	1-4-2-3
System Maintenance	Zip Code Maintenance	1-0-A