



# **PRODUCT DEVELOPMENT**

## **170 – Prototype and sample development**

### **172 - Sample and Component Order Management**

#### **Process Manual**

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## INTRODUCTION

This module is dedicated to manage orders of samples (styles) and components (materials, trims) during the development process.

Because ordering may occur even before the development process starts, a maximum of flexibility is given in this module; you can order a sample or a component in any color or size from any supplier, even if it is not referenced in the system. For a maximum of flexibility, most of the fields inside the order can be changed manually.

That means that the content of the order may differ considerably from the eventually developed product. A feature called **Snapshot** allows the product data to be reported accurately at any moment, usually at the time of placing the order.

Dates when items were requested and received can be recorded and referenced. This will allow the management and tracking of orders in progress.

## 1. PROCESS

### 1.1 Definition

This process, part of the prototype and sample development process is where the samples and components required for style development are ordered and tracked.

### 1.2 List of tasks

- Send Technical Specification and request sample
- Receive sample and evaluate on mannequin/fit model
- Note changes required for both fit and quality purposes
- Modify technical specification accordingly
- Communicate and track modifications, internally and externally

## 2. ORDERS STRUCTURE: ONE SKU PER ORDER RECORD

The order record opens in the order form. Each record allows defining one size, one color, one supplier of the ordered product. By configuration, orders can be related to product SKU. In that case, when we pick a product, the default SKU will populate the related attributes in the Order form. Ordering a sample in 2 colors in the same size, the same supplier will require two different order records.



The SKU can be configured according to the customer needs. The SKU which is used in the Order is defined with the Enterprise configuration application. In the standard setup this is the ColorApproval SKU which is used for orders (ColorApproval use the color and supplier attributes).

See *Enterprise Solutions Configuration Guide* for details.

Two different categories can be configured with different product classifications; the order detail part is updated when the user chooses the product category.

- Convention: Order records with same order identity (free text field) belong to the same order. If there is a need to order a style in 3 colors and 4 sizes to a supplier, this will result in  $3 \times 4 = 12$  orders records having the same order identity.
- When orders are searched, they can be grouped by order identity to provide a list of all orders with that identity.

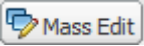



- There is no "Order" object. Therefore, the only way to get the complete order content is by searching order records and grouping them by order identity.
- There will be a change tracking line on an order record only if change tracking is set to **Local** or if all records have the same order identity if set to **Global**.
- The best way to generate a complete order is to **Save as...** an order record to create the next one. Mass edit feature allows also modifying several orders records at once. For instance, this is very useful for changing supplier information or the expected dates.

### 3. WORKING WITH SAMPLE AND COMPONENT ORDER MANAGEMENT

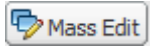
When a new order is created, the process starts with an empty form. Only order identity is mandatory. The user selects a Style/Component that will automatically populate the attributes inside the order from default related SKU provided it exists. The user can change any attribute value (**Color**, **Size**, and **Supplier** ...) and then any related value will be populated. Any order record field, supplier information, quantity, prices, and product classification can be changed after they have been automatically populated.

**Note:**


- Any change in the original product record will not affect the order, as the data has been copied from the product and can be modified manually within the order record.
- If custom fields are defined in the product and displayed in an order record, the same behavior is managed; i.e. data is copied from custom fields onto the order record.
- That means that the order gets its data from a product at a given time. This data can become very different between the product and the order, due to changes in the product data that take place during the development process. This flexibility is required for a sample order management where you order early prototypes when product details are not always clearly defined and are liable to change.
- Price information comes from the selected SKU that is configured (by default ColorApproval) in the product (if that exists), otherwise it comes from **Product Description/Cost and Margin** (average price).
- A **Mass Edit** feature  is available in the order search windows
- A **where used in order** screen is available from product search.
- **Change Tracking** and **Snapshot**  features are available for each order. This is a useful tool to generate the order report to send to the supplier as the **Snapshot** feature allows the generation of a static report automatically, and the change tracking function allows it to be attached to current order record (**Local**) or a whole order (**Global**), and then be sent by eMail to the supplier.

#### **4. MASS EDITING ORDERS**

From either of the order search windows, check the boxes beside the orders to be edited and click on



. The order record form opens:

- A given field containing the same value in all selected orders records displays this content.
- A given field containing different values in selected records will be displayed empty and with a star  at the end of the field.
- A given field empty in all selected records is displayed empty with no star at the end of the field.

Any change in a field will force this new value in all the selected records when saving.

## **5. USE CASES**

With this module, there are several important benefits which are listed below.

Users are working on a daily basis with the Order Search result, grouping by order identity. The **Order** form is used only to type in some details on a given color, or to add a color. By using the search result, it is possible to manage fitting dates and start a work in progress management organized around the reception of samples. Mass edit facilities allow for efficient management of all the data related to orders such as dates and status.

This module also makes the task of reminding late suppliers much easier.

Internally to the company organization, this order module manages requests from the Design department to Prototype Management.

The **Order** module is sometimes seen as being similar to the **Fitting** module, but for BOM concerns instead of measurements. The Technical binder is updated with each set of fitting results and attached to related orders.

Company managers can easily track collection development progress and collection costs which can be very significant in luxury goods business.

## 6. ANNEX: ORDER RECORD DATA

Hereafter the data contained in a standard order record. Note that the fields list described here can change from one release to another one or in regard to system configuration. The purpose of each field can be redefined through configuration.

### 6.1 Description bloc

Order identification.

General information about the order record:

Field	Type	Role
Order Ident	Text	Identify orders records. Same Order Identity means same order.
Order Status	Lookup	Order record tracking status. Is the Order record sent, received, approved...?
Order Status Modified on	Date	Status modification date. Automatically set.
Order Type	Lookup	Purpose of the order record ("Fitting", "Sampling"...)
Session	Integer	For Sample Order only. Automatically calculated = number of orders where the SKU has been ordered in the current season.
Launch Type	Lookup	For Sample Order only. Free usage, related to where you want to affect your ordered products.
Launch Segment	Lookup	For Sample Order only. Free usage, related to where and when you want to affect your ordered products.
Fitting Date	Date picker	For Sample Order only. When the fitting has been done or will be done.
Analytical Code	Text	For Component only. Order codification for further analysis.
Delivery Place	Lookup	For Component only. Where to deliver the ordered material.
Person To Contact	Lookup	For Component only. Person in charge of this order record.



## 6.2 Supplier information

From Sample/Component default supplier.

Can be modified manually:

Field	Type	Role
Supplier/Vendor	Lookup	Identify orders records. Same Order Ident means same order.
Supplier Contact	Text	Person to contact at supplier site.
Technical Code	Text	Supplier Technical Code.
Supplier Address	Text	Supplier address.
Supplier Phone	Text	Supplier contact phone #.
Supplier Fax	Text	Supplier contact fax #.
Supplier Mail	Text	Supplier contact email.
Particular Conditions	Text	Any comment related to the order with this supplier.
Comments	Text	Any comment related to order.

## 6.3 Record order progress information

In order to track dates and where is physically the product:

Field	Type	Role
Sent Date	Date picker	When order record has been sent to supplier.
Supplier Sent Date	Date picker	When supplier has sent the product ordered.
Expected Delivery Date	Date picker	When delivery is expected.
Delivery Date	Date picker	When delivery occurred.
Control Date	Date picker	When delivery has been controlled.
Last Snapshot	Date	When last snapshot has been done on this record.
Model Control	Lookup	For Sample Order only. Required control.
Sent to Workshop	Check box	For Sample Order only. If not checked, product not received or

		still in control area. If checked, product delivered to final user.
Enable Reception	Check box	For Component Order only. If checked, available in warehouse.
Reception Quantity	Number	For Component Order only. Quantity delivered.
Piece Number	Text	For Component Order only. Reference of delivered piece.
Reception Number	Text	For Component Order only. Reference of delivery pack.

## 6.4 Price bloc

Field	Type	Role
Quantity	Number	Ordered quantity.
Purchase Unit	Lookup	Contains buying unit (meter, box of 1000...).
Currency	Lookup	Currency used for the price.
Col. Unit Price	Number	Unit Price defined for collection development.
Unit Price	Number	Unit Price defined for production.
Col. Total Price	Number	Quantity * Col. Unit Price = Col. Total Price.
Prod. Total Price	Number	Quantity * Unit Price = Prod. Total Price.

## 6.5 Order Detail bloc

Definition of the product to order in the right size, color and variant:

Field	Type	Role
<b>Product identity</b>		
Type	Lookup	Product category (Style, Material, Trim...)
Technical Code	Text	Editable for auto completion. Product selection. Gets the Product's Technical Code.
Design Code	Text	Not editable. Product's Design Code.
Lifecycle State	Lookup	Not editable. Product's Lifecycle state.
Description	Text	Not editable. Product's description.

<b>Product classification</b>		
Season	Lookup	Product's Season.
Brand	Lookup	Product's Brand.
Division	Lookup	Product's Division.
Theme	Lookup	Product's Theme.
Business Category	Lookup	Product's Business Category.
<b>Color</b>		
Marketing Color Name	Lookup	Set with name of default marketing color of ordered product. Allows selecting color from product attributes or from marketing colors table. Selected color will then populate related data into following fields.
Technical Code	Text	Not editable. Marketing color's Technical Code.
Design Code	Text	Not editable. Marketing color's Design Code.
Technical Color Name	Text	Not editable. Technical color's name.
Technical Code	Text	Not editable. Technical color's Technical Code.
Design Code	Text	Not editable. Technical color's Design Code.
Image	Image	Not editable. Color thumbnail.
<b>Component/Prototype orders product attributes</b>		
Option	Lookup	Set with default option of ordered product. Changeable.
Final Sizes (Sample) or Sizes (Component)	Lookup	Set with default size name of ordered product. Changeable.
Main Fabric Color	Lookup	For Sample Order only. This is a short cut to select style Colorway from main fabric color. Pick here a color from color attributes of fabric first line in BOM. Then, related to BOM color combination, the related style Colorway is populated in order record.
Main Fabric Code	Lookup	For Sample Order only. Not editable. Technical code of first line of fabric in BOM.

Supplier Reference	Lookup	For component Order only. Reference of component + color in supplier's organization. Populated from selected component SKU. Changeable.
SKU Status	Lookup	For component Order only. Status of ordered SKU. Populated from selected component SKU. Changeable.

## 6.6 Composition bloc

- Link to product composition. This is just a display of composition content of related product. Not editable. Will be updated if related product's composition changes.

## 6.7 BOM details bloc

- Link to product BOM. This is just a display. Not editable except for one additional comment field per line dedicated to ask for instance replacement of not available fabrics or trims.