production e textile software n quality software documen ibuyer.hk company n apparel

inventory system cotton mill costing software factory evaluation software AQL inspection system sample & sourcing software product development system yarn woven knit fabric costing inventory software garment merchandising system raw material resources planning system software wholesaler inventory system order system export trading shipping document system catalog software trading invoice software stock management software warehouse movement system garment software for merchandiser production tracking software export



# Welcome to the MaterialNet specific manual – this is a step by step illustration of using MaterialNet

- This is a specific instruction for MaterialNet V3.58 onward. For earlier version please refer to the old manual.
- For installation instruction, please refer to the separate installation guide.
- For the general instruction of our software, please refer to the ibuyer.hk general software manual.
- For the platform, database structure and design change of software, please refer to the technical manual

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### Target user of MaterialNet

The MaterialNet aimed at manufacturer, ODM factory with product line, factory with own design end product, Workshop and material procurement department. The MaterialNet is simply saying an inventory system for raw material management.

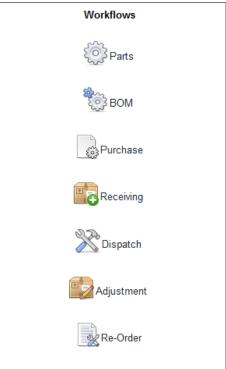
# Design concept of MaterialNet

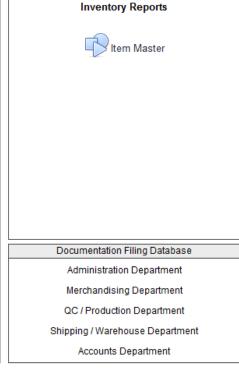
It manage the logistic, movement of raw material, trims, accessories and parts from the warehouse till dispatch to the workshop. The workflow is;

- 1. Parts; gather the parts, accessories, trims and raw material information
- 2. BOM Bills of Material; parts list required to produce an end product
- 3. Purchasing; purchase raw material, parts
- 4. Receiving; when supplier deliver parts to your warehouse
- 5. Dispatch; distribute the parts to workshop
- 6. Adjustment; record damages, lost, stolen, stock count or return items
- 7. Re-order; for procurement or purchasing department to issue re-orders

When you open the MaterialNet, you will see the dashboard.







It's not only a dashboard, it also serve the purpose of the workflow for everyone to follow.

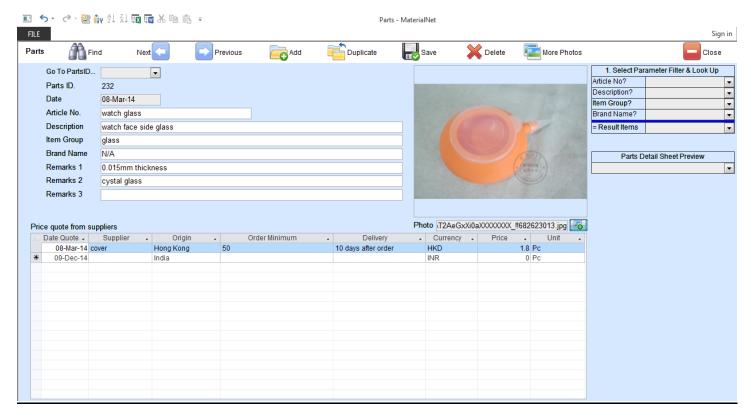
Please follow the workflows buttons, left to right, top to bottom to input, input & edit the information to the database.

Simply saying the workflows is parts, BOM, purchase, receiving, dispatch, adjustment and re-order



#### **Parts**

Parts modules is used to gather all the parts, accessories, trims and raw material information from the supplier. Which can be re-used in the rest of the MaterialNet modules. Suppose you have a watch glass parts for making a watch in your factory. You may ask all of your supplier to quote a price to you and keep the detail information here. There is a price quote comparison report which pull out all the parts with same item group or brand name for price compare. This could find out the cheapest supplier of the same parts and help the purchasing department to get the best cost element.



#### BOM - Bills of Material Modules

This is the most important modules of MaterialNet.

It holds the BOM of all the end products of your factory and all the parts breakdown were listed on sub-table.

If your factory has 200 end products, then you have to create 200 BOM, those BOM sheet has all the parts that required to reproduce it and listed on sub-table.

First fill in parts information and then create BOM by using the parts information.

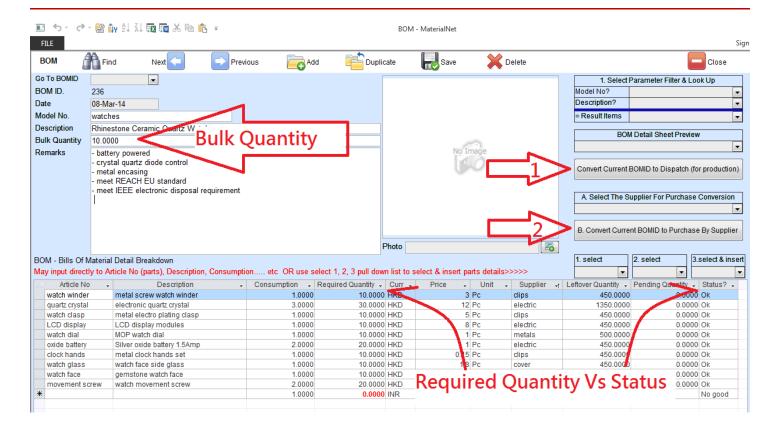
User are supposed to use the BOM to control the dispatch, purchase of parts by the BOM modules.

There is 2 button to achieve this purpose;

- 1. Convert BOM to dispatch button
- 2. Convert BOM to purchase button

Please see below screenshot





#### Convert BOM to dispatch

For example, if the factory want to start the production of an end product, they can use the BOM modules to review the parts inventory information before doing so. This could help the workshop and production department to know the where about of the parts before making a go or no go decision.

If workshop is looking for JIS – a just in time production as their goal, this modules could be very helpful to them.

Once they have decided to start with the job order, they can simply click the convert current BOMID to dispatch button, then the MaterialNet will convert the current BOM to a dispatch information with the dispatch parts and the dispatching quantity.

So that warehouse stock keeper can prepare the parts for production of the required job order.

In case of re-production of any end product, they just need to change the bulk quantity of the new job order, then the MaterialNet Will re-calculate the parts required quantity according to the new bulk quantity. Such that it helps the production department to oversee the full picture of the parts situation and if it has enough parts to start with. Before converting it to a dispatch record for the warehouse stock keeper to arrange dispatching the relevant parts.

The status field will automatically check the warehouse inventory and see if the required quantity (parts) is good enough to carry out the production of the new job order.

#### Convert BOM to purchase

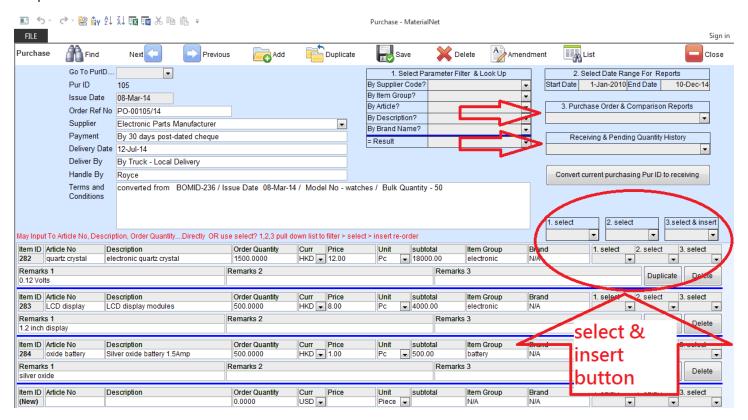
The purchasing officer, procurement officer or production manager can use this to review the inventory level of the parts

That required to start the production of a particular job order. First to determine whether the warehouse have sufficient parts to finish the job order or replenishment is required. If it is insufficient, they can convert it to a purchase order.



#### Purchase

You have to issue purchase order for parts, raw material and so your supplier will deliver it to your warehouse. (The item selection will only show up on receiving & dispatch if it has created an ItemID with it) Click the purchase button and follow purchase form will be opened.



There is three way to create a purchase order

- Add a new purchase order and fill in the part directly. (by the select & insert button on right end)
- Convert from the BOM modules. (by the convert button on right side)
- Convert from the re-Order modules. (by the convert button on right top)

After you have fill in or convert a purchase information, may print preview the purchase order or comparison report by the right hand side pull down list. Another receiving & pending history list will show you the actual receiving quality and outstanding quantity of the current purchase order by clicking it.

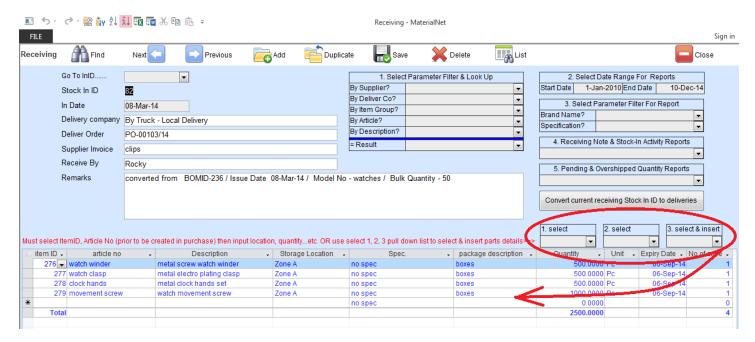
Please be reminded that a parts must be created in the purchase form (with an ItemID No.) in order to show up in the selection pull down-list of the receiving, dispatch and adjustment form sub-table.

If you are using the MaterialNet at the very beginning, you need to prepare an opening stock for the existing warehouse item. This can be done by creating a purchase record with all the existing parts and then convert it to a receiving record. Pretended that the existing items all went through a purchase and receiving. As a result, all the existing items will have a valid inventory record in the MaterialNet system.



#### Receiving

When a supplier deliver goods to your warehouse, stock keeper will process stock in (receiving) procedure. By that time, they need to fill in records of receiving. When you open the receiving form, you will see following screen.



Stock keeper may create a receiving record by

- Add a new receiving and fill in the stock in part directly. (by the select & insert button on right end)
- Convert from the purchase modules. (by the convert button on right side)

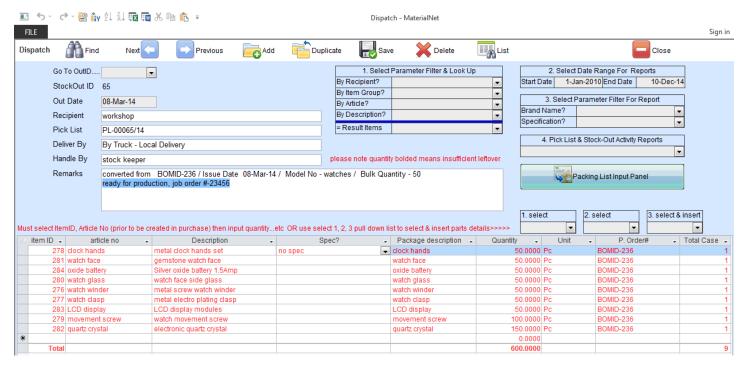
Once selected & inserted, you have to fill in the rest details;

- storage location
- Spec.; specification of the goods, color, size, weight, volume, lot, shade, EAN#, IMIE# and etc.
- package description
- Quantity; quantity of the stock in goods
- Expiry date; expiry date of the goods
- No of case; total case number, carton box, packs, pallets description.



### Dispatch

When the production department wanted to start a job order and move parts to workshop for production.



Production department may create a dispatch record by

- Add a new dispatch and fill in the stock out part directly. (by the select & insert button on right end)
- Convert from the BOM modules. (by the convert button on right side)

Converting a dispatch from the BOM modules is strongly recommended. As the production department can review the inventory situation before converting and they had a better idea of which parts are good enough or insufficient. Such that they can arrange purchase of the insufficient parts right away.

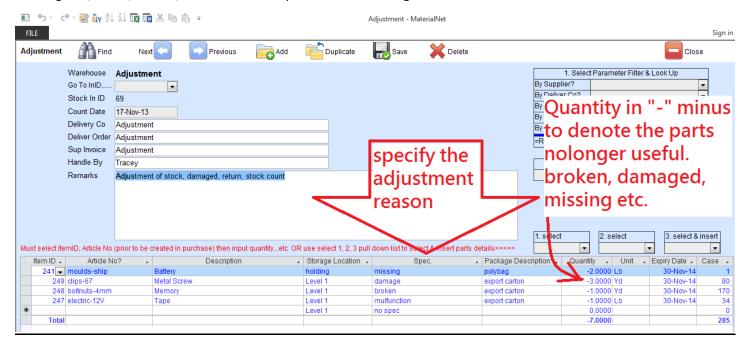
After creating a dispatch, the stock keep can arrange a dispatch of the parts to workshop ready for production by the pick list.





### Adjustment

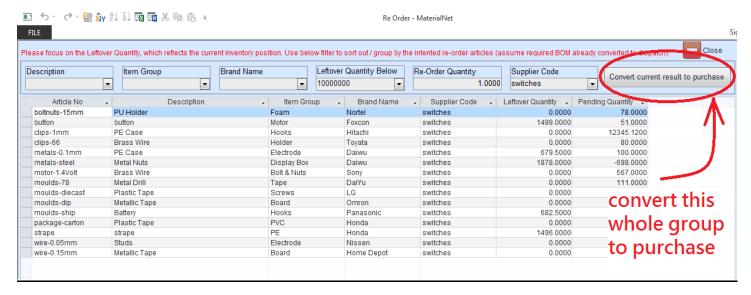
From time to time, the stock keeper need to do some adjustment on the warehouse record. This could be missing, stolen, damage, broken goods, return, on hold, malfunction of the parts after stock taking.



Stock keeper may use this adjustment form to fill in and record these parts into the database

## Re-Order

The procurement or purchasing department may issue re-orders easily by this. It has a list of all the parts and list out both the leftover quantity and pending quantity (outstanding, non-delivering parts) current inventory position.

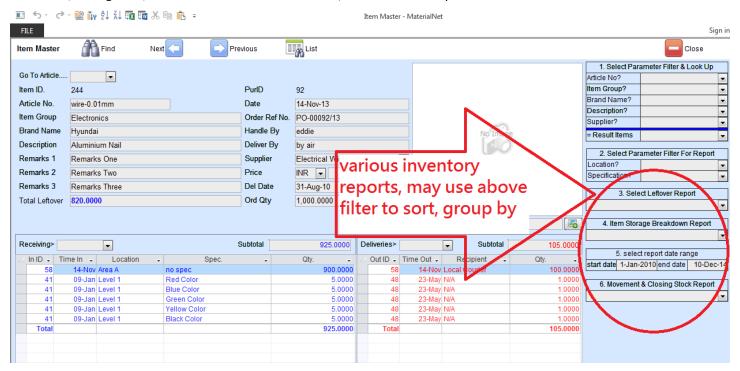


The purchasing officer may use the filter to sort out parts by their group natures. Either by description, item group, brand name, leftover quantity or supplier code. After reviewing the inventory position, convert the whole group to a purchase record by the convert button.



### <u>Inventory report – item master</u>

The item master will display a summary of an item one by one. With all the inventory reports help you to get leftover, storage, movement, closing stock, low level and current item stock in / stock out summary.



The item master shows all the parts that you purchased and show up one by one. With the most recent record being shown on top together with leftover quantity, stock-in and stock-out summary. So that management can see every single item in one screen, you can navigate record to see the rest parts inventory. The item master is a read only panel, user is not supposed to carry out any input or edit of the inventory information in this form. It's only a read only module to show you a summary of every item inside your warehouse with receiving & deliveries detail. Stock keeper can use this panel to find, search for any item or group of items.

Management can have overall reports of the inventory leftover in real time with the help of this item master.



# Closing stock report

In the year end, the accounts department needs to perform an audit on the value of the leftover inventory. The old fashion way is to carry out a stock taking for the entire warehouse, this is very labor intensive and time consuming. However, you may print this closing stock report to list out the total leftover quantity and the total value. The closing stock report will be grouped by currency with the total value. Make it easier for both stock keeper and accounts.

Closing												
Currency E	BDT Pur. Order No.	Ham Orang	Brand Name	Nam II	Article No.	Description	Curr	Price	Order Qtv	Leftover	Unit	Total Val
01-Jul-07		Wire	Fox con	6	pins	pins	BDT	1.23	1.550.0000	1.498.0000	Plece	1.842
01-Dec-07		Stuffing	Panasonic	92	metals whitegoid	CPU	BDT	780.00	12,0000	244,0000	Pleas	190.320
	new48 ourchase		Sony	103	switches auto	Metallic Tabe	BDT	2.32	9.0000	1,235,110,8900	Pair	2.865.457
	PO-00075/13	Thread	Hyundal	225	electric-1.5V	Studs	BDT	12.35	1,000,000	81,000,0000	Lb	999.945
	PO-00076/13	Board	Toyata	226	package-tin	Electric Drive	BDT	12.35	1,000,0000	91,000,0000	Lb	1,123,395
10-Nov-13	PO-00077/13	Hooks	Panasonic	228	plastic 003PE	Plastic Cover	BDT	2.22	200.0000	9.330.0000	Pc	20.731
10-Nov-13	PO-00078/13	Electrode	Dalwu	229	motor-1.6Vblt	metal screw driver	BDT	3.33	300.0000	9.300.0000	Pc	30.996
10-Nov-13	PO-00079/13	Screws	Office Depot	231	clos-2.2mm	Metal Hook	BDT	90.85	1.234.9678	922,469,1356	Ytt	83.806.319.
10-Nov-13	PO-00083/13	Hooks	Panasonic	232	moulds-metal	Memory	BDT	12.35	1,000,0000	101,700,0000	Lb	1,255,486
10-Nov-13	PO-00084/13	Hooks	Panasonic	233	clips-0.7mm	Brass Wire	BDT	12.35	1,000.0000	202,000.0000	Lb	2,493,690
10-Nov-13	PO-00086/13	Electrode	Dalwu	234	motor-63	Metal Nuts	BOT	3.33	90,700.0000	90,500.0000	Pc	301,636
10-Nov-13	PO-00091/13	Electrode	Dalwu	235	moulds house	Paper Box	BDT	3.33	12,500.0000	11,997.0000	Pc	39,986
12-Nov-13	PO-00088/13	Electrode	Dalwu	240	metals-0.1mm	PE Case	BDT	90.85	800.0000	679.5000	Yti	61,732
12-Nov-13	PO-00087/13	Hooks	Panasonic	241	moulds-ship	Battery	BDT	12.35	800.0000	682,5000	Lb	8,425
Currency H	нкр									2,767,611.0268		88,199,984
ssue Date	Pur. Order No.	Item Group	Brand Name	Item II	Article No.	Description	Curr	Price	Order Qty	Leftover	Unit	Total Va
17-Nov-13	PO-00080/13	Pins	Panasonic	249	clps-67	Metal Screw	HKD	7.12	8,000.0000	-3.0000	Yti	-21
08-Mar-14	PO-00103/14	metal	N/A	276	watch winder	metal screw watch winder	HKD	3.00	500.0000	450.0000	Pc	1,350
08-Mar-14	PO-00103/14	metal	N/A	277	watch dasp	metal electro plating dasp	HKD	5.00	500.0000	450.0000	Pc	2,250
08-Mar-14	PO-00103/14	metal	N/A	278	clock hands	metal dock hands set	HKD	0.15	500.0000	450.0000	Pc	67
08-Mar-14	PO-00103/14	metal	N/A	279	movement screw	watch movement screw	HKD	0.50	1,000.0000	900.0000	Pc	450
08-Mar-14	PO-00104/14	glass	N/A	280	watch glass	watch face side glass	HKD	1.80	500.0000	450.0000	Pc	810
08-Mar-14	PO-00104/14	glass	N/A	281	watch face	gemstone watch face	HKD	0.75	500.0000	450.0000	Pc	337
08-Mar-14	PO-00105/14	electronic	N/A	282	quartz crystal	electronic quartz crystal	HKD	12.00	1,500.0000	1,350.0000	Pc	16,200
08-Mar-14	PO-00105/14	electronic	N/A	283	LCD display	LCD display modules	HKD	8.00	500.0000	450.0000	Pc	3,600
	PO-00105/14	battery	N/A	284	oxide battery	Silver oxide battery 1.5Amp	HKD	1.00	500.0000	450.0000	Pc	450
08-Mar-14	PO-00106/14	N/A	N/A	285	watch dial	M OP watch dial	HKD	1.00	500.0000	500.0000 6,897.0000	Pc	500 26,993
Currency I	DR											
ssue Date	Pur. Order No.	Item Group	Brand Name	Item II	Article No.	Description	Curr	Price	Order Qty	Leftover	Unit	Total Va
09-Jul-07	tetetet 12344	Magnet	Omron	1	article	desc	IDR	1.23	1,550.0000	1,496.0000	K)	1,840
	Ref-56789	Silicone	Maxwell	4	screws	screws	IDR	1.23	1,550.0000	1,500.0000	Plece	1,845
09-Jul-07	Ref-45678	Electronics	Hyundal	5	nuts	nuts	IDR	3.28	1,550.0000	1,496.0000	Plece	4,906
09-Jul-07	Ref-56789	Capacitor	Sony	7	tapes	tapes	IDR	3.28	1,550.0000	1,495.0000	Plece	4,903
01-Jul-07	Ref-23456	Motor	Nortel	10	metal	metal	IDR	12.34	1,550.0000	1,494.0000	Plece	18,435

The auditor may also ask for a certain parts movement in the warehouse within a certain period. To find out this item movement between the particular period would be very time consuming or even impossible. But we have a movement and closing stock report between a data range could help solve this problem.

IVIOVE	ement and Cit	osing Stock Be	tween Above Pe	eriod And Parameter	Start Date	17-Jan-10	End Da	ate 02	2-Oct-14
ItemID	ArticleNo	ItemGroup	BrandName	Description	Order Qty	Total Stock In	Total Stock Out	Leftover	Pending
103	switches-auto	Eyelets	Sony	M etallic Tape	9.0000	1,234,938.67	-172.22	1,235,110.89	1,234,929.67
105	clips-1.2mm	Clips	Home Depot	Electric Drive	12.0000	20.00		20.00	8.00
106	motor-1.2Volt	Bolt & Nuts	Nortel	Plastic Cover	123.0000	9,090.00	201.00	8,889.00	8,967.00
107	wire-0.21mm	Electronics	M itsubitsu	Studs	12,345.1200	24,000.00	3,820.00	20,180.00	11,654.88
108	clips-1.1mm	Motor	Samsung	Switches	12.3400		2,469,134.00	-2,469,134.00	-12.34
109	moulds-knob	Thread	AEL	Magnesim Cover	12.3400			0.00	-12.34
110	package-unit	PE	DaiYu	PlasticTape	1,000.0000			0.00	-1,000.00
111	boltnuts-45mm	Silicone	Foxcon	CPU	90.0000			0.00	-90.00
112	metals-steel	Display Box	Daiwu	M etal Nuts	1,380.0000	2,078.00	200.00	1,878.00	698.00



# Workgroup user name and password

Our database software by nature is being used by multiple user over a company network in order to get the most benefit of its information sharing purpose, thus a structural database is very powerful for business operation. On top of sharing data beyond merchandisers, user right control is also important to limit individual staff to access any sensitive information. In this connection, we have designed our database software with build-in user right workgroup to achieve this goal. Listed below is the build-in user name, password and their right.

By default, all users password is 123 for all logon names.

•	•	_
<u>User name</u>	password	<u>right</u>
Ibuyer.hk	6691144911	project designer
VP	123	admin
CEO	123	admin
Boss	123	admin
GM	123	all data user
MM	123	all data user
ReadOnly	123	read only
AddOnly	123	add data only
EditOnly	123	edits data only
Purchaser	123	purchasing modules
Purchaser01	123	purchasing modules
Purchaser02	123	purchasing modules
Purchaser03	123	purchasing modules
Purchaser04	123	purchasing modules
Sales	123	sales modules
Sales01	123	sales modules
Sales02	123	sales modules
Sales03	123	sales modules
Sales04	123	sales modules
Keeper	123	stock modules
Keeper01	123	stock modules
Keeper02	123	stock modules
Keeper03	123	stock modules
Keeper04	123	stock modules
Shipping	123	shipping modules
Shipping01	123	shipping modules
Shipping02	123	shipping modules
Shipping03	123	shipping modules
Shipping04	123	shipping modules