

#### BookWorks

- Book & Product Fulfillment
- Order Entry & Fulfillment
- Reporting & Analysis
- Job Costing
- Customer Service
- Royalties & Subsidiary Rights
- Marketing & Campaign Management
- A/R & Credit Control
- e commerce
- Sales Prospector
- Publishing Accounting Systems

The Media Services Group, Ltd.

# BookWorks

## Order Entry & Fulfillment

### Module

The BookWorks Order Entry was designed for quick and comprehensive entry of orders for shipment. Seamlessly integrated with the MSG unified Customer, product fulfillment and accounting modules all pertinent information flows into your order as its being entered

#### Order Entry features:

- Quick order entry screen
- Includes separate sold-to, bill-to and multiple-ship-to's on a single order
- Drop shipping
- Automatically default customer's shipping rules including:
  - Preferred shipping method
  - Back-order release cancellation rules
  - Forced PO
- User-defined Order Type to control work flow, royalties, accounting
- Maintains perpetual inventory.
- Checks product availability and commits for shipment immediately upon entry
- Flag to automatically display related products for up-selling
- Display product description for telesales.
- Automatic price and discount calculation based on customer, product, and volume ordered.
- Automatic calculation of taxes (including Canadian and VAT), freight and handling costs.
- Standing order processing, including advanced notices
- Nonstock entry for special sales
- Comprehensive on-line order and payment history
- Credit card order processing
- Quick credit memo processing
- On-line order updating and adjustments
- Pre-publication processing and special pricing
- Full returns processing including optional RMA generation

#### Backorders

- Updating of files based on order processing
- Pre and post bill invoicing for backorders
- Automatic splitting for warehouses based on availability
- Allocation of backorders for release based upon order, customer and age criteria
- Quantity and date-related customer release rules

#### Model & electronic orders

- Create an order type and use for all orders
- Automatic freight & handling of model orders
- New ship to entry during model order handling
- EDI support module, including ordering,

#### Course Adoption

- Linkage between university bookstores and schools
- Professor entry
- CMG tapes for updating professor files
- Auto sampling generator

#### Invoices & packing lists

- Automatic freight and handling calculations
- Free shipping with cash
- Optional summary billing by chain
- Split shipment pack lists for multiple warehouse shipments
- Auto consolidation of orders for optimum shipping

Ship to	Whse	F/B	Product	Title	Qty	Unit Price	Disc. %	Amount		
			00102624	0000	00148	RETURN ON INVESTME	10	69.95	5.00	664.52
						BOOK COMPANY, INC	10			66.45
			00102624	0000	0201-6	CHINA'S ROAD TO DISAS	25	66.00	5.00	1643.75
						BOOK COMPANY, INC	0	29		61.75
			00102624	0001	0201-6	CHINA'S ROAD TO DISAS	24	65.00	5.00	1482.00
						BOOK COMPANY, INC	0	24		61.75
			00102624	0001	01105-2	JEWELS OF CHINA - VOL II	12	69.95	5.00	797.43
						BOOK COMPANY, INC	12		0	66.45

Product Code	Title	Description
0000-6	CRISIS OF CONSERVATISM & THE	
0201-6	CHINA'S ROAD TO DISASTER	



**BookWorks includes comprehensive product control with dozens of standard and user-defined fields that allow you to track all the information you need to manage your products and inventory.**

**Product Maintenance:**

- User controlled id of any length
- Title and Subtitle of any length
- ISBN number with check-sum
- Multiple company, division
- Table-driven product types
- Major and minor discipline
- Multiple (and unlimited) interest codes
- Multiple (and unlimited) standing order codes
- Series code
- Inventory control fields include:
  - Case qty
  - ABC positioning
  - Minimum Order qty
  - Warehouse Action Level
  - Cycle Count
  - Allowable warehouses for shipment
  - Digital printing minimum
  - Allowable digital printing facilities
  - Reserve quantity
  - Historical, Current and Future book pricing
  - Set processing

**Pricing:**

- Historical, Current and Future book pricing
- Discount by product and product type
- Discount by Customer and customer type
- Volume discount based on number of units or total \$

**Inventory Control:**

- Multiple (and unlimited) warehouses
- Maintain and display:
  - On-hand qty
  - Committed qty
  - Damaged qty
  - Lost
  - Back ordered qty
  - Reserved qty

**Warehouse management:**

- Multiple (and unlimited) warehouses
- Warehouse mapping of aisles, bins
- Forward pick and bulk location

