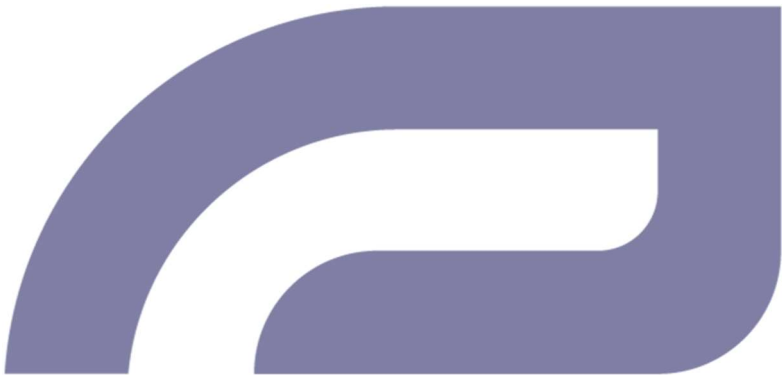




9.4 Release Notes



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Front Office

Account Management

- **Barcodes on the Account Management Excel Export**

The export from the Accounts grid has been updated to use the Code 39 barcode font by default for barcode columns.

Please note: You must have the Code 39 barcode font installed on your computer to display these as scannable barcodes. They will otherwise show as follows:
12345678

You may need to work with your IT team to install the font. A link to the font is available on the ID Cards page within the Account Management module.

Account Management > Accounts > Advanced tab > Export

Back Office

Inventory

- **Internal Vendor Contract Updates**

To better support the setup process for internal vendors, a few additions have been made to the Contract configuration. The **Delivery Groups** now include an **Unassigned** group to which sites can be assigned. The Unassigned group allows sites to be entirely excluded from placing orders to the internal vendor. Any sites in the Unassigned group will be excluded from the Shipping Schedule and Ordering Conditions to simplify the contract configuration process further.

On the **Shipping Group** side of the contract configuration, the **Default** group has been similarly enhanced. The system will now consider the presence of a shipping schedule as an indication of whether the Default group is being used. If no schedule is present, the system will highlight any items associated with the Default group and provide a warning, encouraging users to either set a schedule for the Default group or assign those items to a different shipping group.

Inventory > Management > Vendors (Internal) > Contracts

• Distribution Quantities Report

The Quantities Report has been added to the Distribution tool. This super report allows users to generate different combinations of item quantities for review and comparison. By default, the Custom report format is selected, allowing users to choose which columns to include in the report. Up to 3 columns can be selected, including a 'Discrepancy' column to show the difference between two quantity values. The Picking Variance and Sent vs. Received report formats will simply select the columns on behalf of the user, as these are pre-configured reports.

Beyond these parameters, the report also includes an option to either sum up the quantities across all site orders or to separate each order into its own report page. Lastly, the report has an option to group items by Item Category to separate items for report readability.

Inventory > Distribution

Inventory > Distribution

SCBO Warehouse - 09/26/2025 Distribution

REVIEW
ASSIGN & PICK
SHIPPING

Distribution Plan
Picking

Distribution Site: (1212) SCBO Warehouse

Distribution #: 1010

Status: Picking Started

Distribution Items

Item #	Item Description	Available Quantity	Quantity Assigned
Storage Category: Dry			
LI-0474	100% Orange Juice From Concentrate, Frozen (INV)	64 Case, 0 Cup	13 Case
LI-0971	40/6.75 OZ TREE TOP 100% APPLE JUICE CASE (INV)	71 Case, 0 Pack, 0 Juice Box	13 Case
LI-0954	Applesauce Cup - SK (INV)	41 Case, 0 4.5oz Cup	13 Case
LI-0406	Cereal, Chex, Blueberry, 2oz Bowl (INV)	63 Case, 0.00 Each	11 Case
LI-0396	Gatorade (INV)	20 Case, 0.00 Each	13 Case
LI-0465	Honey Cheerios Cereal Bowl (INV)	92 Case, 0 Each	11 Case
LI-0081	Peanut butter, light cream pack, solids and liquids (CN 9)	53 Case, 0.00 Can	3 Case

BACK TO CALENDAR
There are 7 items to be picked for the Distribution, all showing sufficient quantities

Quantities Report Options

Report Format:

☒ Custom
☐ Picking Variance
☐ Sent vs. Received

Quantity Columns (select up to 3)

☒ Ordered Quantity
☐ Assigned Quantity
☒ Picked Quantity
☐ Received Quantity
☒ Discrepancy/Difference (between 2 Quantity Columns)
☒ Only show items with discrepancies

Report Detail Options:

☐ Item Summary
☒ Site Order Details

Display Options:

☐ Group by Item Category

CLOSE
GENERATE