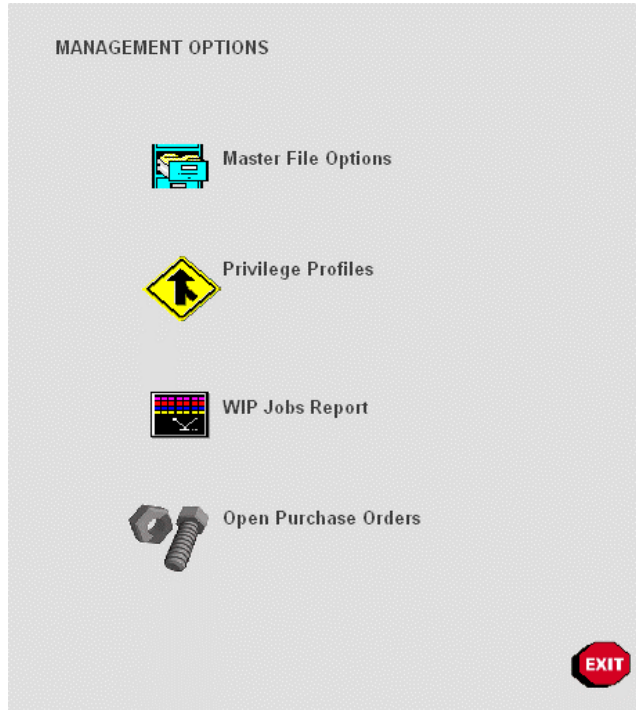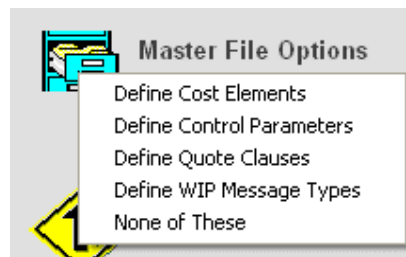# MOD: Management Options

The Management Options for MOD include Master File Options, a link to the MOD Privilege Profiles, a WIP Jobs report, and the Open Purchase Orders Reports.

Master File Options

Master File options are restricted to Users who have defined access thereto specified on their MOD Profiles, and include the following: -

: Cost Elements

Cost Elements are defined for use directly on MOD Sheets, as input Costs, and for use on Purchase Orders, as Landed Costs. Examples of Cost Elements used on the main MOD Sheet may include items like Telephone, Brokerage and others, while Cost Elements used on Purchase Orders may include items like Courier, Freight Charges, etc.

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If a default Rate is specified on the Cost Element master record, then this Rate is automatically loaded when the Cost Element is included on the MOD Sheet, or on a Purchase Order, but it may be amended if necessary.

It is mandatory to specify Allocation Accounts, 1 or more, with the total Allocation % = 100, and these Transactions are automatically generated for internal re-charging when included as part of the MOD Sheet Input Cost Elements.

For Purchase Orders, the Cost Elements included form part of the Landed Cost Budgets, but the Allocation Accounts are not used in that case. When Landed Costs are processed, the User will indicate either a Supplier or Ledger CC Account to Credit.

: Control Parameters

The primary control parameters for MOD include the following: -

- o CRM Integration – By listing the CRM Event Codes created for MOD, the system will automatically integrate these events, as they take place, with the Customer Relationship management system.
- o Work in Progress Accounts – 1 or more Accounts may be listed, and these are the General Ledger backend Accounts that track all Transactions on the MOD Jobs. Each MOD Sheet must be linked to a WIP Account.
- o Margin Allocation Accounts – 1 or more Margin Allocation Accounts may be listed. When a MOD Job is complete, the margin (profit or loss) must be allocated to a Margin Allocation Account, otherwise the WIP Account will still include that margin, which is highly undesirable.

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o Duty % - The most common import duty % is specified here, which enables the system to automatically budget for the bulk of Import Duties when Purchase Orders are placed on cross-border Suppliers. Duty % may of course be amended on any Purchase Order, as necessary.
o Job Cost Types – All MOD Sheets are connected to Jobs, one Sheet = 1 Job, and Job Costing provides superior management Information by analysing Transactions through Cost Types. You may list the Cost Types to use here for various Transaction types executed from MOD Sheets.
o Mother Job – A single Mother Job needs to be specified, to which all MOD Jobs (automatically generated by the system) will link into in the Job Costing hierarchy.
o Department – It is essential to specify the internal Department to which the MOD Jobs 'belong'.

: Quotation Clauses

Quotation Clauses may be pre-specified as standard Clauses for inclusion on Quotations, by selection. This does not do away with the option to include very specific once-off conditions on any Quotation, but it certainly relieves the work with regards to inclusion of recurring Clauses, when preparing new Quotations.

Below we show the definition of a standard Clause, of which you may have as many as required.

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: WIP Message Types

WIP Messages are the spice of managing MOD Sheets, and they convey messages between Authorizers, Controllers and MOD Users (See also the User Manual on 'Intra Communication: WIP Notes'). All WIP Messages are categorized by Type, which makes it easier for the User to spot Messages that demand immediate attention, and others which are only relevant next time you work with a particular Sheet, and so on. The system comes with 3 indispensable types, i.e. 'Approval Request', 'Note' and 'Information'. While these 3 should not be changed, you may define further types that suit your operation, as necessary.

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Privilege Profiles

This is a convenience link to the option for definition of MOD Profiles. User Access Profiles, whether Menus or Business Profiles, are always accessed from the 'Access Profiles' Module. This link is provided for convenience, in order that the User, if he / she has access to that option, can link directly from here, without leaving MOD.

WIP Jobs Report

The WIP Jobs Report provides a Management listing of all current Work In Progress Sheets.

Open Purchase Orders

Open Order No GRV by Commodity
Open Order no GRV by Buyer
Open Order no GRV by Supplier
Open Order no GRV by Originator
Open Order No GRV by Dept
Open Order no Inv by Commodity
Open Order no Inv by Buyer
Open Order no Inv by Supplier
Open Order no Inv by Originator
Open Order no Inv by AuthDate
Open Order no Inv by Dept
Open Indent no Invoice
Open Indent not fully Received
None of These

The Open Purchase Order Reports are useful for gleaning which Orders have outstanding Items not yet Delivered / Received or Invoiced.

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