

---

# DSO092 Forward Order Release by Priority

---

Overview	Forward orders can be released by Release Priority on a FIFO (first in first out) basis, once their release date has been reached. Orders with the highest release priority will be released first.
Purpose	This panel allows you to: Forward Order Release by Priority

---

## Explanation

After retrieving those forward orders whose release date has been reached, the system then checks the release priority entered on the Order Header during Order Entry. Those orders with the highest release priority are released first. This can be specified by warehouse.

After entry of the customer number and new release date, the selection screen displays, showing all the forward orders of the selected customer. The release date can then be changed individually or collectively.

Enter the warehouse the backorders are to be released from and the current date. Only orders with release date prior to, or equal to the current date, are retrieved.

This process is subject to User Access Restrictions. Refer to User Access/Restrictions documentation for more information on this feature.

---

## Examples

This section illustrates examples concerning:

[Example 1: Forward Order Release by Priority](#)

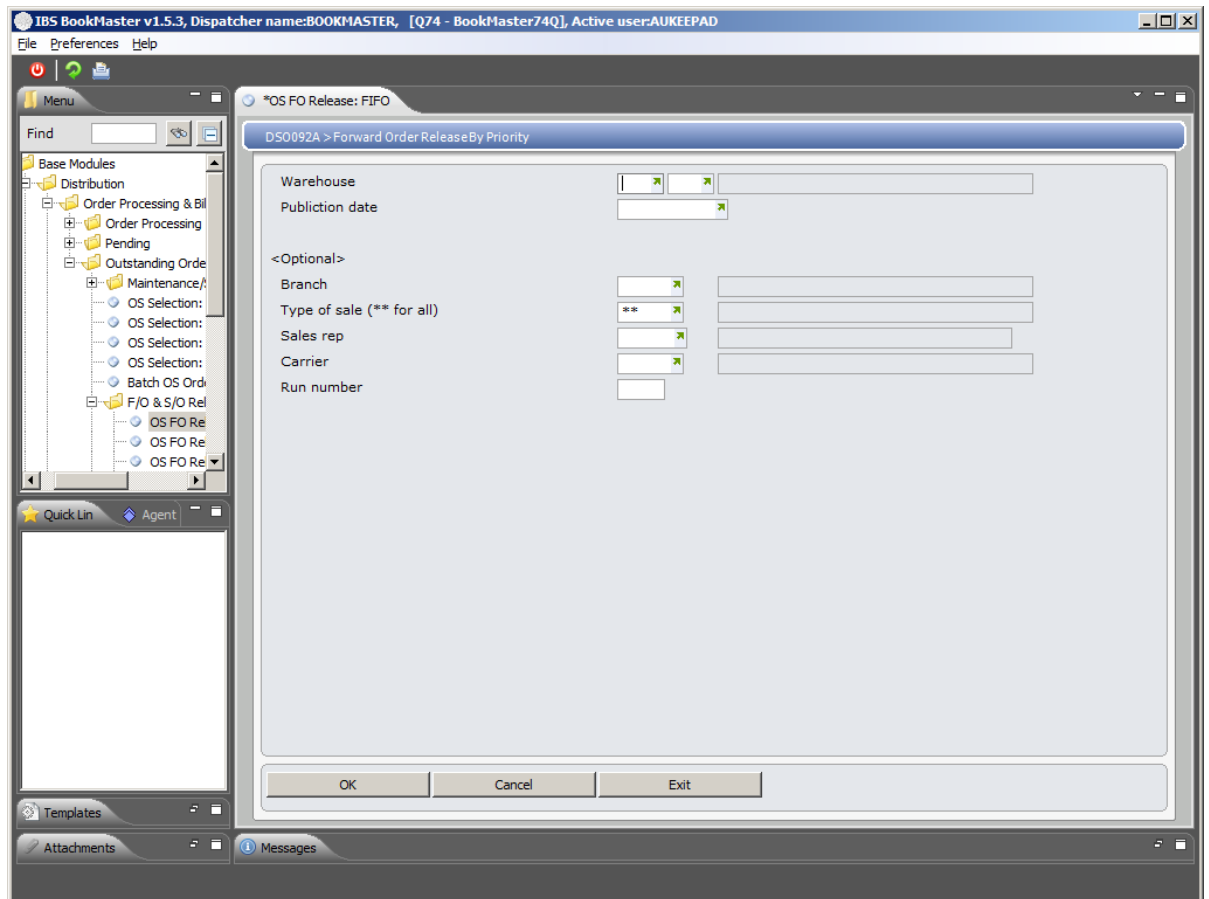
---

### Example 1: Forward Order Release by Priority

This example describes how to release a forward order by priority.

1. Select menu option **OS FO Release: FIFO** from Base Modules>Distribution>Order Processing & Billing>Outstanding Orders>F/O & O/S Release menu.

**DSO092 Forward Order Release by Priority** panel is displayed.



## Relevant Fields

**Warehouse**

The warehouse in which the orders for release are stored.

**Publication date**

The date the orders are due to be released.

**Branch**

An optional branch code for the customer's orders to release.

**Type of sale**

Defaults to \*\* = All but can be overridden.

**Sales rep**

An optional sales rep code for the orders to release.

**Carrier**

An optional carrier code for the orders to release.

**Run number**

An optional entry to assign the order to a freight delivery run.

## 2. Key in required fields and click **OK**.

The orders will be retrieved from the system and will list in order of priority for release. Select whether to run the report in a batch print at the end of day, or allocate it to spool file.