

Creating an Order

1. Click + and select Order from the Order Type

Order Entry

Order | Shipping | Financial | General | Notes

Order Number:

Order Type:

Customer:

Site:

Measurement Type:

Ship To:

Order Date:

Required Date:

Ack Date:

Ship Date:

Invoice Date:

Terms:

PO Number:

Customer Ref:

Order Contact:

Salesperson:

Sales Code:

Discount:

| Qty | Category | Part | Height | Thickness | Price | SqFt Price | Discount | Total | Commands | Image |
|-----|----------|------|--------|-----------|-------|------------|----------|-------|----------|-------|
|-----|----------|------|--------|-----------|-------|------------|----------|-------|----------|-------|

Item Comment:

Order Comment:

Summary

| | |
|-------------------|--------|
| Surcharge: | \$0.00 |
| Subtotal: | \$0.00 |
| Tax: | \$0.00 |
| Non-Taxable Misc: | \$0.00 |

2. Select the customer and hit TAB

Order Entry

Order | Shipping | Financial | General | Notes | User Defined

Order Number: 66

Order Type: Order

Customer: LA Tempering - 23

Site: LA Tempering - 23

Measurement Type: Imperial

Ship To: 6550 NW 82 ave
Miami, FL 33166
Ship Via: Vortex Truck

Order Date: 1/29/2022

Required Date:

Ack Date:

Ship Date:

Invoice Date:

Terms: NET 30

PO Number:

Customer Ref:

Order Contact:

Salesperson: Julio, Humberto E

Sales Code:

Discount:

| Qty | Category | Part | Customer Ref | Width | Height | Thickness | Price | SqFt Price | Discount | Total | Commands | Image |
|-----|----------|------|--------------|-------|--------|-----------|-------|------------|----------|-------|----------|-------|
|-----|----------|------|--------------|-------|--------|-----------|-------|------------|----------|-------|----------|-------|

- Fill out Required Date (when customer needs the order), PO Number and Customer Ref (if customer provides such information, and Order Contact (if you want to add the name of the person who sent you the order)

Order Entry

Order Number: 67
 Order Type: Order
 Customer: LA Tempering - 23
 Site: LA Tempering - 23
 Measurement Type: Imperial
 Ship To: 6550 NW 82 ave
 Miami, FL 33166
 Ship Via: Vortex Truck

Order Date: 1/29/2022
 Required Date: []
 Ack Date: []
 Ship Date: []
 Invoice Date: []
 Terms: NET 30

PO Number: []
 Customer Ref: []
 Order Contact: []
 Salesperson: Juliao, Humberto E
 Sales Code: []
 Discount: []

| Qty | Category | Part | Customer Ref | Width | Height | Thickness | Price | SqFt Price | Discount | Total | Commands | Image |
|-----|----------------|-----------------------|--------------|-------|--------|-----------|--------|------------|----------|--------|----------|-------|
| 1 | TEMPERED GLASS | TP-MONO - TEMPERED MC | | 24 | 36 | | \$0.00 | \$0.00 | 0.0000% | \$0.00 | Options | |

- Click anywhere in the details section to start adding the items. Then specify Qty, Category, Part, Width, Height, Thickness and click Options. (For IG units, enter the overall thickness)

Note that the following Parts will require additional options:

- AN-MONO – ANNEALED GLASS
- MIRROR – MIRROR
- TP-MONO – TEMPERED GLASS
- LAMI – LAMINATED GLASS
- LS-CUT – LAMI CUT STOCK GLASS
- IG-COMPLEX – INSULATED – LAMI GLASS
- IG-SIMPLE – INSULATED GLASS SIMPLE

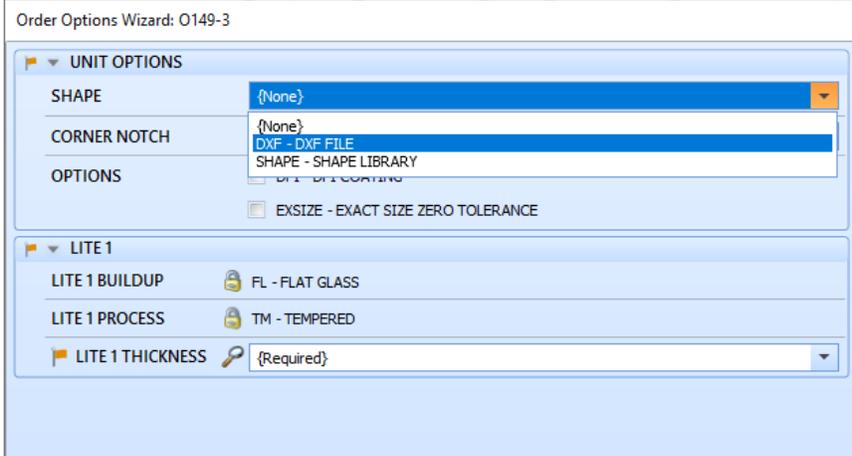
Order Number: 67
 Order Type: Order
 Customer: LA Tempering - 23
 Site: LA Tempering - 23
 Measurement Type: Imperial
 Ship To: 6550 NW 82 ave
 Miami, FL 33166
 Ship Via: Vortex Truck

Order Date: 1/29/2022
 Required Date: []
 Ack Date: []
 Ship Date: []
 Invoice Date: []
 Terms: NET 30

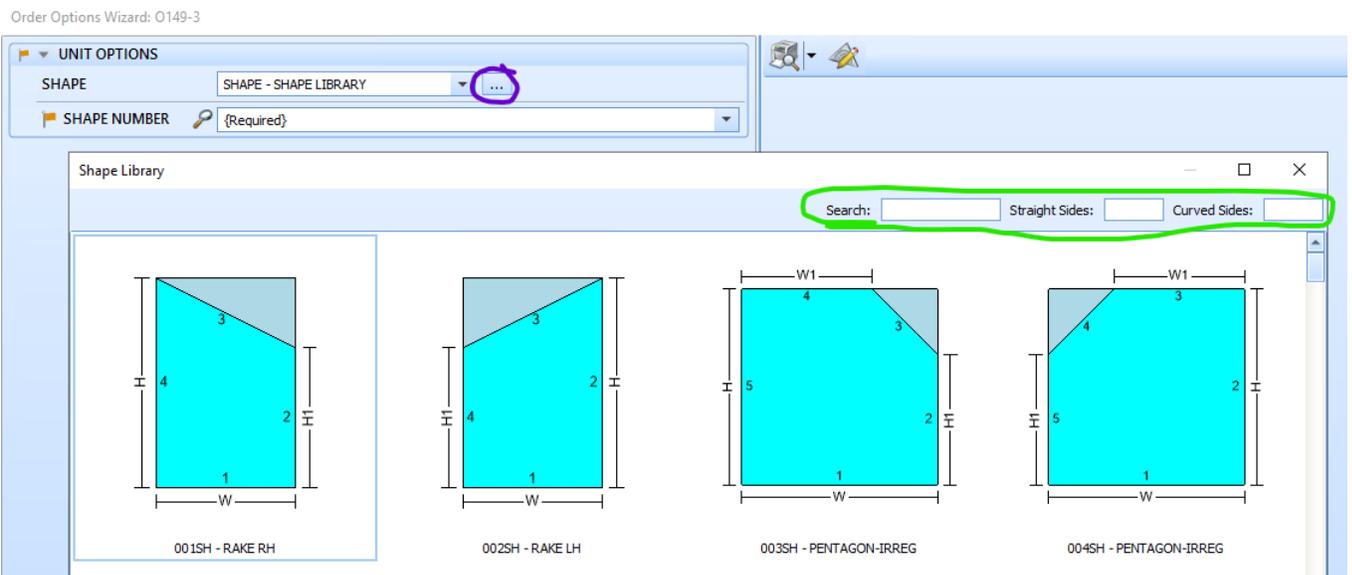
PO Number: []
 Customer Ref: []
 Order Contact: []
 Salesperson: []
 Sales Code: []
 Discount: []

| Qty | Category | Part | Width | Height | Thickness | Price | SqFt Price | Discount | Total |
|-----|----------------|-----------------------|-------|--------|-----------|--------|------------|----------|--------|
| 1 | TEMPERED GLASS | TP-MONO - TEMPERED MC | 24 | 36 | | \$0.00 | \$0.00 | 0.0000% | \$0.00 |

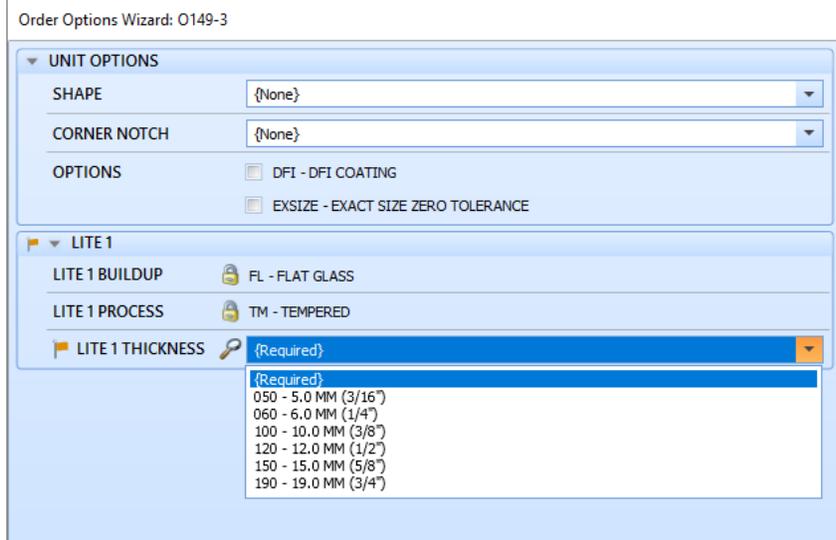
5. If the glass is a Shape or DXF File then select it from the drop down list:



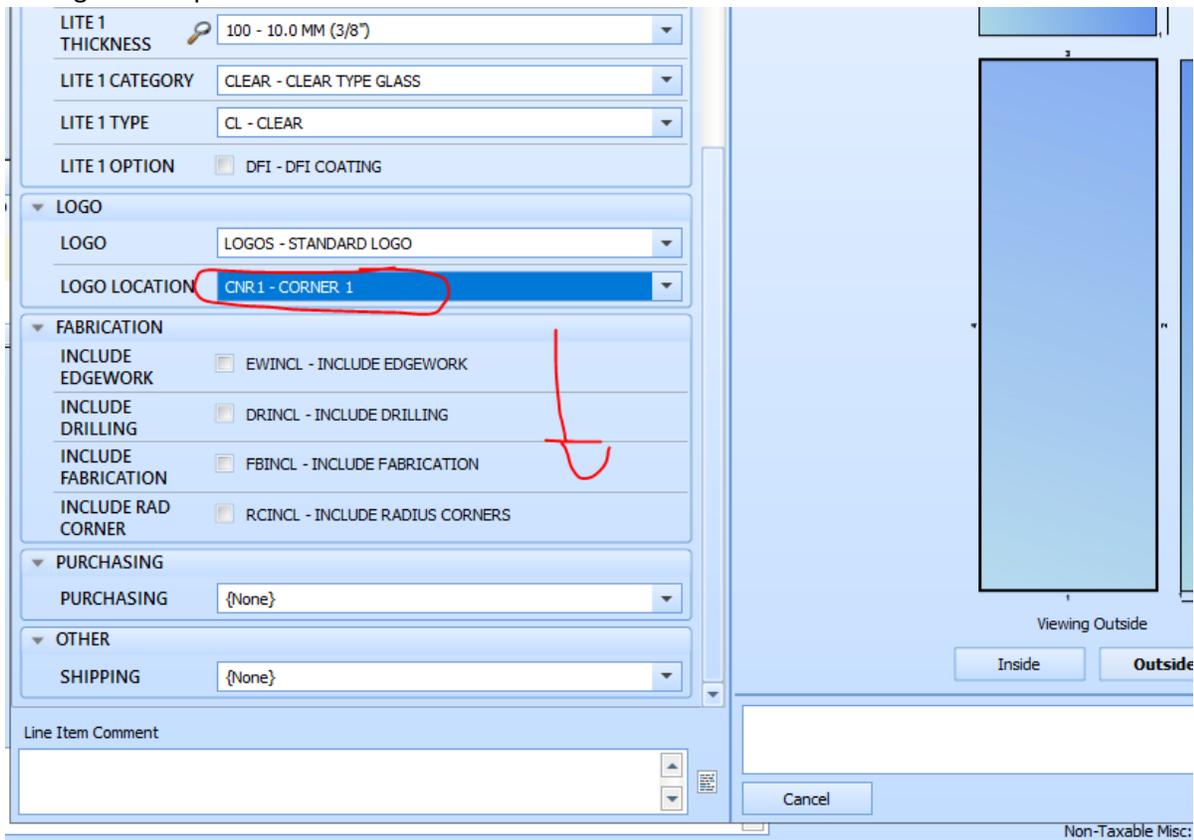
6. Open the Shape Library by clicking on the ... Button and then use the filter fields to find it quicker



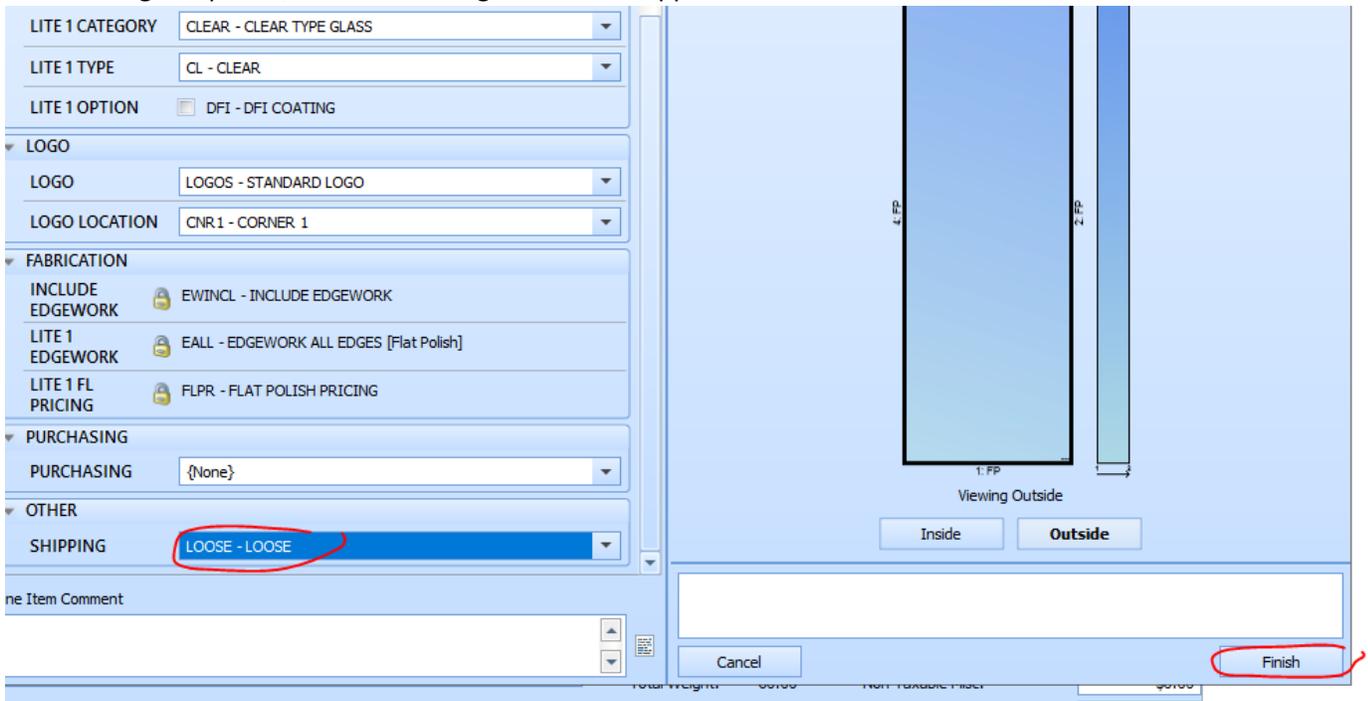
7. If Thickness was not entered in the details, then Select the Thickness so that other options start appearing:



8. It is necessary to specify the logo location or No logo, so that the Fabrication options are displayed. By default the logo will be positioned in the bottom left corner.



9. After adding all options, select how the glass will be shipped and hit Finish



10. When adding a corner notch it is better to add it on the Options Wizard top section for Corner Notch

Order Options Wizard: O120-1

UNIT OPTIONS

SHAPE: {None}

CORNER NOTCH: **NOTCH - CORNER NOTCH**

NOTCH SIDE: NTCHL - LEFT SIDE NOTCH

NOTCH UPPER/LOWER: NTCHLO - LOWER CORNER NOTCH

NOTCH DIMENSIONS

- H - DIMENSION H: 35 5/8
- R - DIMENSION R: 1/2
- W - DIMENSION W: 5 9/16

OPTIONS

- DFI - DFI COATING
- EXSIZE - EXACT SIZE ZERO TOLERANCE
- SAMPLE - SAMPLE

LITE 1

LITE 1 BUILDUP: FL - FLAT GLASS

LITE 1 PROCESS: TM - TEMPERED

LITE 1 THICKNESS: 100 - 10.0 MM (3/8")

LITE 1 CATEGORY: CLEAR - CLEAR TYPE GLASS

LITE 1 TYPE: CL - CLEAR

LOGO

LOGO: LOGOS - STANDARD LOGO

Line Item Comment

Viewing Outside

Buttons: Inside, Outside

Buttons: Cancel, Finish

11. To understand how price is calculated, double-click the price to open the Price breakdown window

Order Date: 1/29/2022 | PO Number: | Available

Required Date: 2/8/2022

Ack Date:

Ship Date:

Invoice Date:

Terms: NET 30

| ht | Thickness | Customer Ref | Price | SqFt Price |
|----|-----------|--------------|---------|------------|
| 72 | 3/8 | Options | \$90.00 | \$7.50 |

Price Breakdown: 67-1

| Qty | Item | Size | Price Book |
|-----|----------------------------|---------------------|------------|
| 1 | 1: TP-MONO - TEMPERED MONO | 24 W X 72 H X 3/8 T | MONO |

Part Prices

| Item | List Price | Disc |
|----------------------------|------------|------|
| 1: TP-MONO - TEMPERED MONO | \$0.00 | |

Option Prices {Priced}

| Question | Code | Description | Value | List Price | Disc |
|-------------------|--------|---------------------|-------------|------------|------|
| LITE 1 BUILDUP | FL | FLAT GLASS | | \$0.00 | |
| LITE 1 PROCESS | TM | TEMPERED | | \$0.00 | |
| LITE 1 THICKNE... | 100 | 10.0 MM (3/8") | | \$0.00 | |
| LITE 1 CATEGORY | CLEAR | CLEAR TYPE GLASS | | \$0.00 | |
| LITE 1 TYPE | CL | CLEAR | | \$75.00 | |
| LOGO | LOGOS | STANDARD LOGO | | \$0.00 | |
| LOGO LOCATION | CNR1 | CORNER 1 | | \$0.00 | |
| INCLUDE EDGE... | EWINCL | INCLUDE EDGEWORK | | \$0.00 | |
| LITE 1 EDGEWO... | EALL | EDGEWORK ALL EDGES | Flat Polish | \$0.00 | |
| LITE 1 FL PRICING | FLPR | FLAT POLISH PRICING | | \$15.00 | |
| SHIPPING | LOOSE | LOOSE | | \$0.00 | |

Summary

Total Quantity: 1

Total SqFt: 12.00

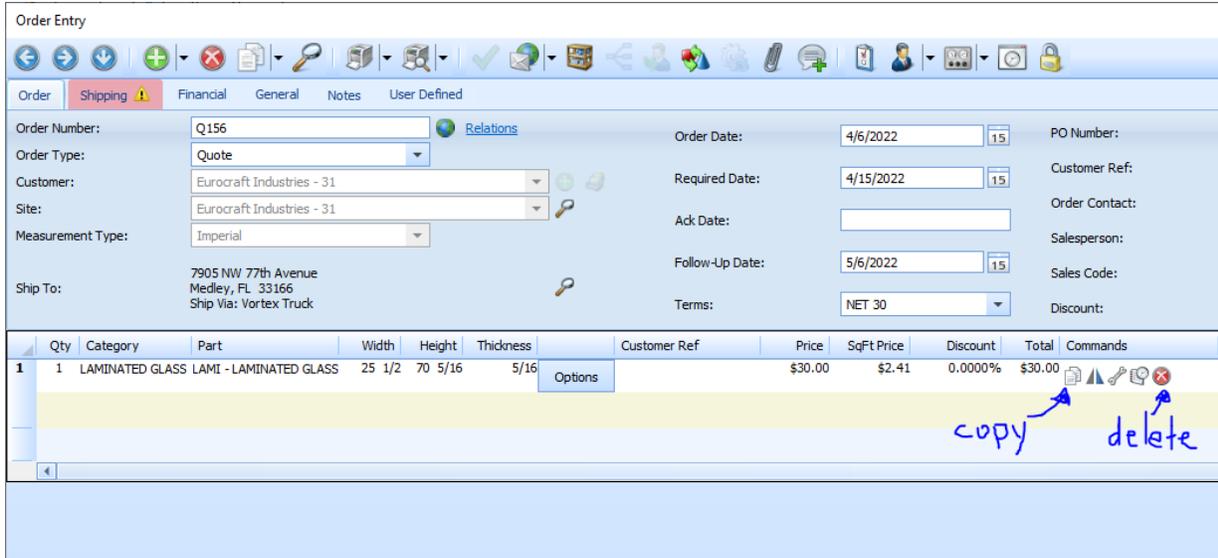
Total Weight: 60.00

Item Weight: 60.00 | Item Cost: \$0.0000 | Item SqFt Price: \$0.0000

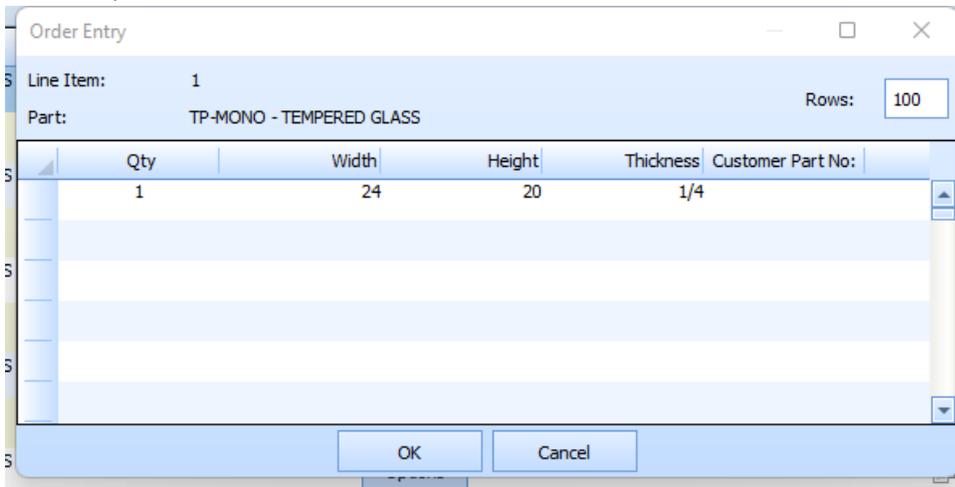
Overall Weight: 60.00 | Overall Cost: \$0.0000 | Overall SqFt Price: \$0.0000

Buttons: OK, Cancel

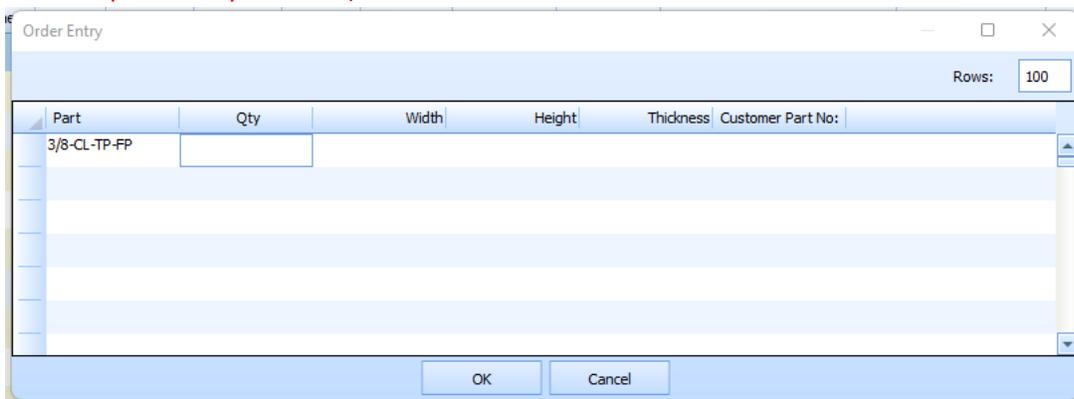
12. To Copy or Delete lines on the Order Entry use these buttons



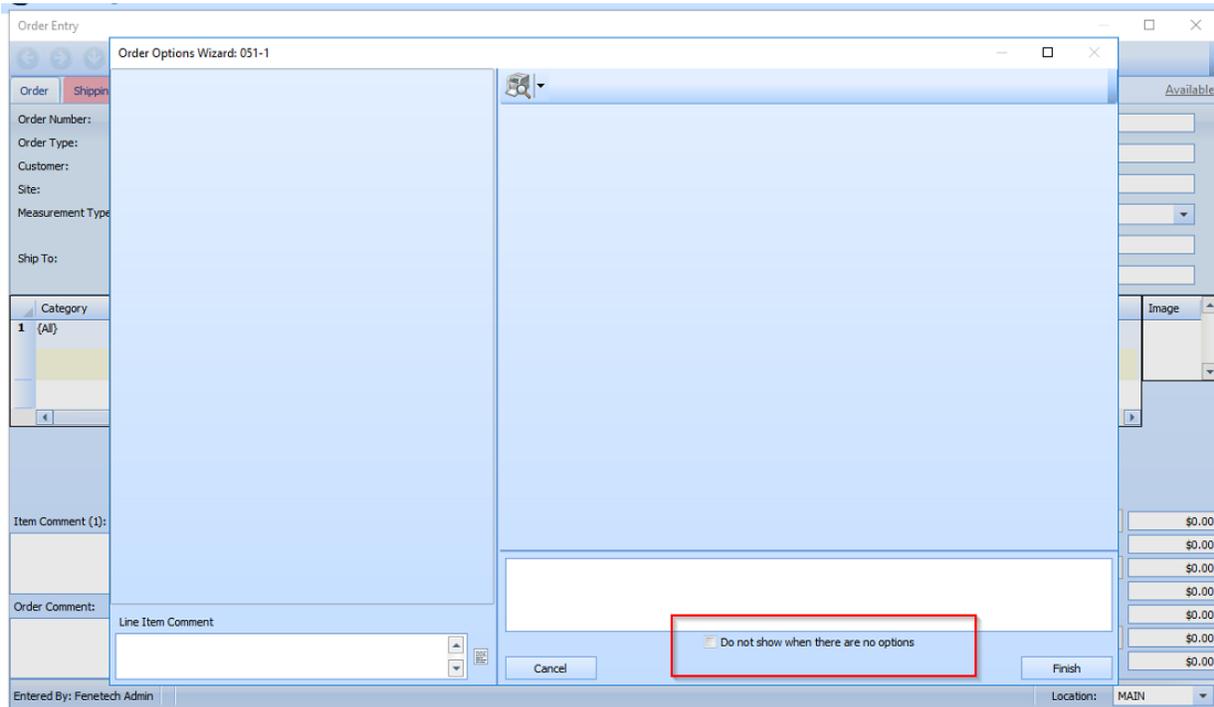
13. To Copy from Excel Right click the first line and select Copy Item. Then right click and select Paste Special. In the new window, paste the Qty, Width, Height, Thickness, and/or Customer Ref from Excel. This is useful when all parts are the same. (Make sure the columns in fenetech are in the same sequence as your excel)



14. To Add multiple pre-defined items from Excel, right click and select Bulk Add. This windows will have the part number in order to specify a different part for each line item. (Make sure the columns in fenetech are in the same sequence as your excel)



15. To avoid the Options window to pop-up on items without options (like "Freight"), check the box below.



16. To put an order On Hold for orders that have not been released to production, click the Available Status. Then Add Policy and select the On Hold policy.

