

Hyphen Solutions, Ltd.

SupplyPro
8.3 Release Notes
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Contacting Customer Care

Support for SupplyPro is available from the Customer Care Center and online.

Telephone 877-508-2547

After Hours
877-508-2547 or 972-728-8180

Hours You can reach the Customer Care Center Monday through Friday, 7 A.M. to 7 P.M., Central Standard Time.

Email support@hyphensolutions.com

Mail Hyphen Solutions™, Ltd.
16301 Quorum Dr., Suite 100A
Addison, TX 75001

Hyphen Solutions, Ltd. For more information about Hyphen Solutions or the other products offered by Hyphen Solutions, visit our web site www.hyphensolutions.com or call **800-To-Build** (800-862-8453).

7231 – View Account Status

Affected users

System Admin (SA) users

Module information

None.

Description

Provide the ability for users with the SA security role to view their SupplyPro account status and invoices online in SupplyPro.

Page Location

Job Super Report

The Billing Information link on the Manager tab provides the current account status for the supplier's account. The Total Amount Due is displayed near the top of the page along with the aging of the amount due. Clicking on an Invoice Date will allow the user to view a PDF copy of the selected invoice

1. Click on the Manager tab.
2. Click on the Billing Information link

The screenshot displays the 'Manager' tab in the SupplyPro application. The 'Billing Information' section shows the company name 'Big Supplier' and a 'Total Amount Due' of \$1,081.99. Below this is an 'Aging Analysis' table and a list of 'Invoices' with columns for Invoice Date, Document/Invoice Number, Amount, and Payment Status. The 'Invoices' table shows a list of invoices from 2007 to 2008, with the most recent one being 'Late'.

Aging Analysis				
1-30 Days	31-60 Days	61-90 Days	91-120 Days	121+ Days
\$ 1,081.99	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

Invoice Date	Document/Invoice Number	Amount	Payment Status
11/1/2008	0064092718	\$1,081.99	Late
10/1/2008	0064089750	\$1,081.99	Paid
9/1/2008	0064086869	\$1,081.99	Paid
8/1/2008	0064084319	-\$0.75	Paid
8/1/2008	0064084516	\$1,081.99	Paid
7/1/2008	0064080997	\$1,081.99	Paid
6/1/2008	0064077342	\$1,044.68	Paid
5/1/2008	0064074825	\$1,044.68	Paid
4/1/2008	0064071820	\$1,044.68	Paid
3/1/2008	0064071683	\$74.62	Paid
2/1/2008	0064069070	\$970.06	Paid
1/1/2008	0064066585	\$970.06	Paid
12/15/2007	0064066418	\$37.31	Paid
12/1/2007	0064063333	\$932.75	Paid
11/1/2007	0064058705	\$932.75	Paid

6488 – Optional BuildPro Survey

Affected users

All users.

Module information

None.

Description

Issue Description.

Page Location

Job Super Report

This orders list displays two option questions for users to rate the accuracy of the information on an order and to provide feedback about whether the jobs site was ready when your crew showed up to perform the task or deliver the materials ordered.

1. Click on the Orders tab.
2. Select Received or To Do from the Order Status filter
3. Click Yes or No for each of the questions
4. Select the orders to be “rated” and actions to be performed on
5. Select an action
6. Click on the Execute button

The screenshot shows the SUPPLYPRO interface for 'Received Orders'. The top navigation bar includes Home, Orders, Reports, Lien Docs, and Manager. The date is Thursday, December 04, 2008. The user is logged in as 'Big Supplier System Admin'. The left sidebar contains various navigation options like 'Orders Received To Do', 'Alerts', and 'Manual Order Entry'. The main content area shows a search criteria form with fields for Account, Subdivision, Job Address, Order Status, and Order Type. Below the search form is a table of orders with columns for Builder, Supplier, Account, Subdivision Phase, Lot / Block Plan/EV/Swing, Job Address, Task Task Filter, Total Excl Tax, Request Acknowledged Actual, and Order Status Builder Status. Two orders are listed, each with an 'Optional Survey' section containing two questions: 'Was the information on this order accurate?' and 'Was the site ready for you when you arrived?'. At the bottom, there are links for 'Select All', 'Clear All', and an 'Execute' button.

The optional survey may also be performed for an individual order independent of any “action” by clicking on the order number of an order (see next page).

Page Location Job Super Report

1. Click on the Orders tab.
2. Select Received or To Do from the Order Status filter.
3. Click on a Builder Order Number
4. Click on the Yes or No checkbox for each of the two questions in the Optional Order Survey section of the Order Detail page
5. Click on the Submit Survey button for the order.

Home Orders Reports Lien Docs Manager Thursday, December 04, 2008

SUPPLYPRO **Big Supplier** System Admin Sign Out Help

Order Management Receive Order

Big Builder

Builder's Account Number: 490000-3729614 Order Type: PurchaseOrder [View Schedule](#)
 Builder's Order Number: 4795676-000 Order Status: Received [View Documents](#)
 Builder Status: Permit Number: 89012-06 [View Printable](#)
 Job: [21222 Keller Springs Drive](#) [View BuildPro Format](#)
 Job Start Date: 10/3/2008

Detail	Notes	History	Change Requests	Options	
Job Address		Billing Information		Shipping Information	
21222 Keller Springs Drive Dallas, TX 75999		Maple Estates 550 Red Oak Road Dallas, TX 75999		21222 Keller Springs Drive Dallas, TX 75999	
Plan / Elevation / Swing: 6252 / A / R		Contact Information: (972) 728-8100 mail:osbcted@hyphenolutions.com?subject=Requirdng%20Order%204795676-000		Contact Information: System Admin (972) 728-8100 mail:osbcted@hyphenolutions.com?subject=Requirdng%20Order%204795676-000	
Subdivision / Phase: Maple Estates / Phase 0					
Lot / Block: Lot P111 / Block A					
Supplier Information					
Supplier's Order Number: <input type="text"/>		Update Supplier Info			
Task Filter: <input type="text"/>					
Detail					
Task: Install Cabinets					
Requested Start Date: 12/11/2008		End Date: 12/11/2008			
Acknowledged Start Date: 12/11/2008 <input checked="" type="checkbox"/>		End Date: 12/11/2008 <input checked="" type="checkbox"/>			
Note to Builder: <input type="text"/>					
<input type="checkbox"/> CC Me on Acknowledgement					
SKU	Description	Order	Received	Unit Price	Total
12-121212	Cabinets	1	0	\$1,500.00	\$1,500.00
				Subtotal:	\$1,500.00
				Tax:	\$0.00
				Total:	\$1,500.00