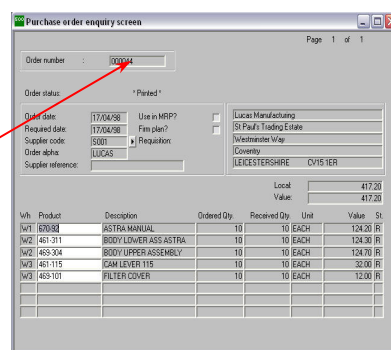


By a click of the mouse, purchase orders created in Excel update the Sage database with full control and validation that follow the Sage business rules.

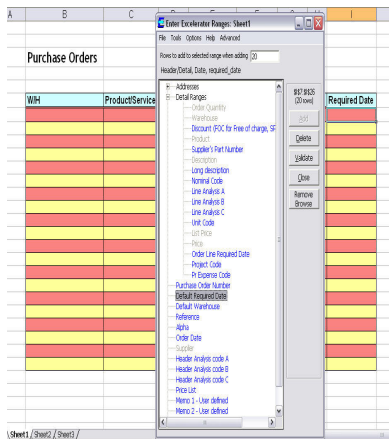


This is done by a simple right click of the mouse on the field to be looked up. The search can be based on a number of fields and can also be used to create conditional criteria for the search.

**Don Collishaw,**  
**RSPCA**

# Purchase Orders

An easy-to-use Spreadsheet Designer is provided to create user-defined spreadsheet formats for data entry and upload to Sage. This can be used as an organisation's standard Purchase Order form.



The Spreadsheet designer is also used to create purchase orders from existing spreadsheets in an ad-hoc manner.

A very useful feature of the software is the ability to input several purchase orders from different suppliers in one easy to use worksheet.

Purchase Orders Excelerator® is considered to be the interactive purchase order creation software.

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ACME

PURCHASE ORDER

Acme Housing Inc

12-28 Braithorn Avenue

London

Middlesex

EC4 5TY

0207 345 6678

Purchase Order Number

Supplier

Alpha

Order Date

Required Date

Reference

000044

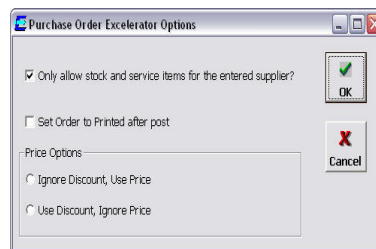
5001

LUCAS

17/04/1998

17/04/1998

Warehouse	Product	Quantity	Description	Units	List Price	Price
W1	670-92	10.00	ASTRA MANUAL	EACH	12.42	124.20
W2	461-311	10.00	BODY LOWER ASS ASTRA	EACH	12.43	124.30



The tool has provided significant and measurable efficiency improvements by streamlining business operations that just was not possible prior to the introduction of the software.

# Key Features

- Send an existing Purchase Order to an alternative supplier without having to re-key the detail product lines
- May be used as an Excel based Purchase Order Requisition system
- Create Purchase Orders for a number suppliers from one sheet

