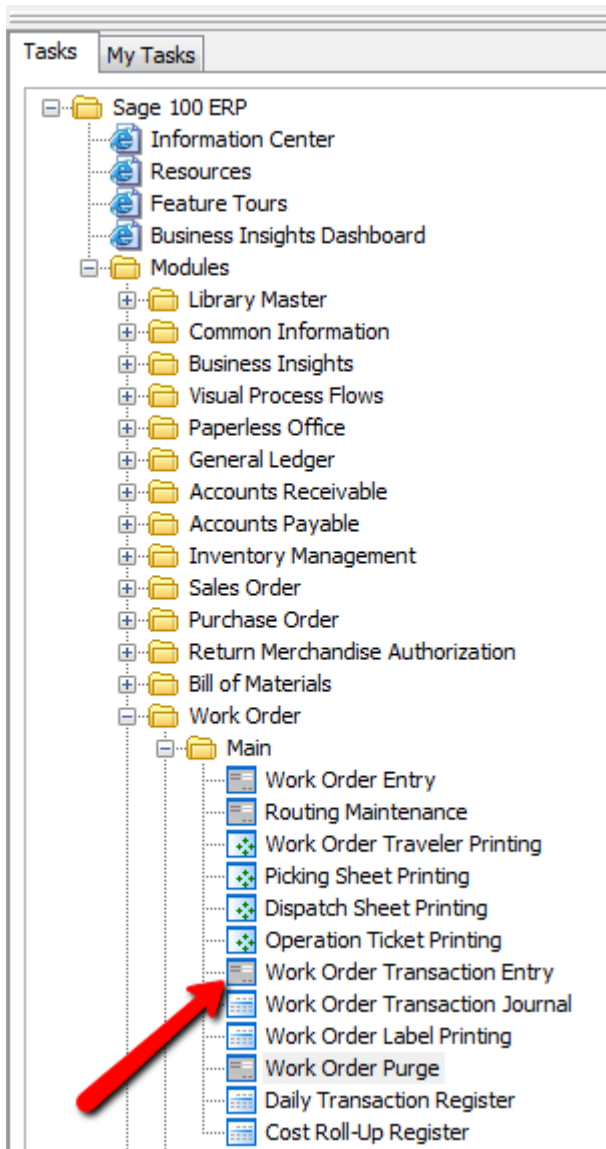

Completion of a Work Order

CONFIDENTIAL & FOR INTERNAL USE ONLY

Department(s): Packaging

Once the item has been physically made the **completion transaction** will be entered.

1. Select **Work Order Transaction Entry**



4. Next Batch # - OK
5. Next Transaction No.
6. Type: Select **Completion**

Work Order Transaction Entry

Transaction No. 0012434 Type Completion Batch 06523 Defaults...

1. Header 2. Lines

Transaction Date 07/22/2014

Accept Cancel Delete

Enter Transaction Date STA MTC 7/22/2014

7. **Lines** Tab

8. Select/ Enter **Work Order No.**

9. Add **Quantity** that was **made**

10. Enter **MTC Lot number** of the item

• Note: When multiple lot numbers are created under the same WO they are all to be entered in the same transaction entry.

SINGLE LOT#

Work Order Transaction Entry

Transaction No. 0012434 Type Completion Batch 06523

1. Header | 2. Lines

Original Item Number: 9532S-3CP Description: EPP FI Vial ScrwSil/PtSlitClr

Work Order No. 0005329 Complete to: Inventory

Complete Item Number: 9532S-3CP Quantity: 30.00 U/M: PK Warehouse: 000 Costing Lot: 0714-203-15

Line	Work Order	Complete to	Item Number	Whse	Quantity	U/M

Enter the Lot Number to be completed

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MULTIPLE LOTS

Transaction No. 0012434 Type Completion Batch 06523 Defaults...

1. Header | 2. Lines

Total (30) being made with (2) different Lot #

Original Item Number: 9532S-3CP Description: EPP FI Vial ScrwSil/PtSlitClr

Work Order No. 0005329 Complete to: Inventory

Complete Item Number: 9532S-3CP Quantity: 0.00 U/M: PK Warehouse: 000 Costing Lot: 1213-364-02

Complete Item Description: EPP FI Vial ScrwSil/PtSlitClr

Line	Work Order	Complete to	Item Number	Whse	Quantity	U/M
1	0005329	Inventory	9532S-3CP	000	15.00	PK
2	0005329	Inventory	9532S-3CP	000	15.00	PK

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11. **Accept**

12. Once this **completion has been accepted a material issue will be created**. A pop up will come up to inform the Transaction Entry Material issue number.

13. **OK**