

# SmartScan

By Baus Systems

## *SmartScan Invoice Verification Demo*

*Add the power of barcoding to QuickBooks*

An instructional and reference overview of  
using SmartScan **Invoice Verification**  
with QuickBooks



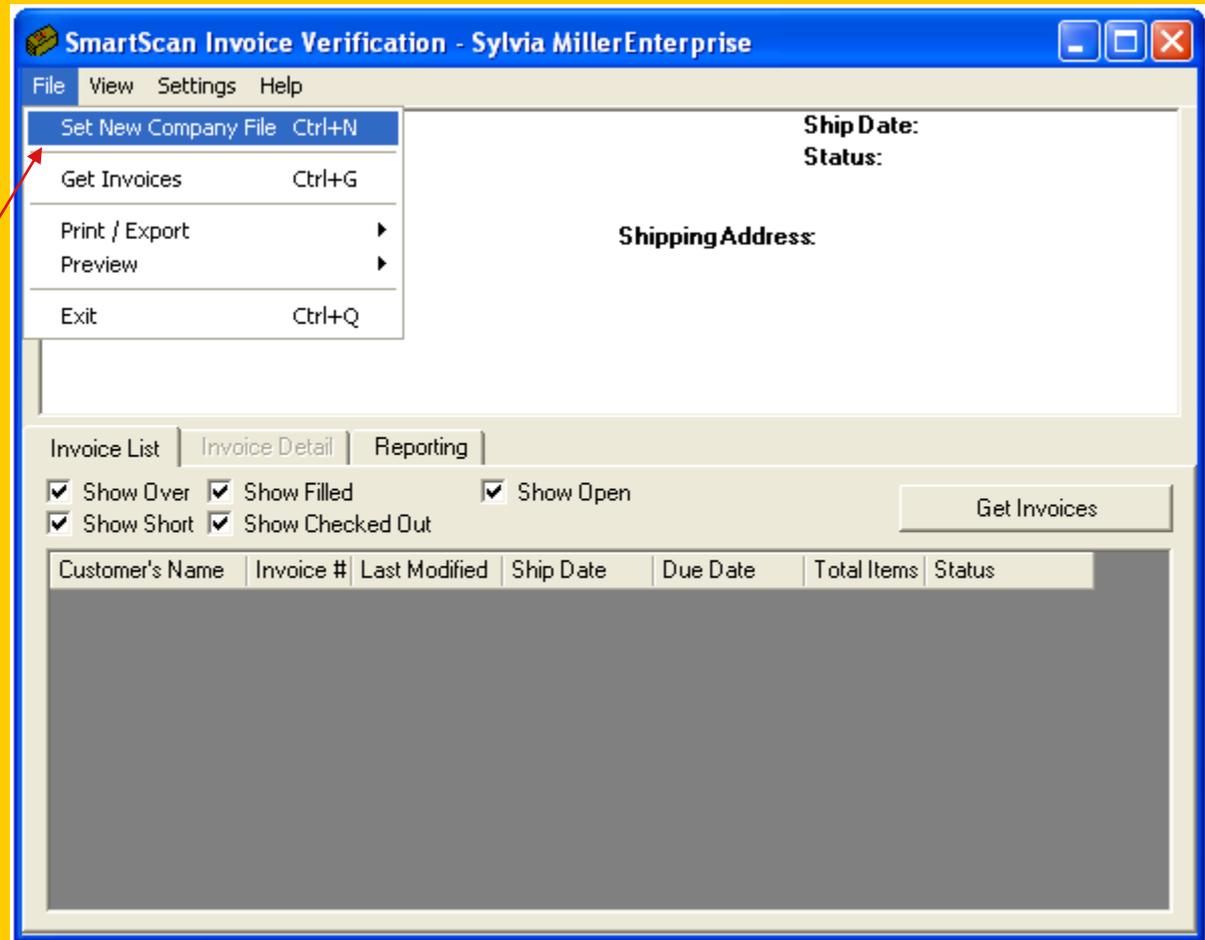
See system requirements for version information

[www.baus-systems.com/smartsan.html](http://www.baus-systems.com/smartsan.html)

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# SmartScan Invoice Verification

*Start by selecting the QuickBooks company file.*



# SmartScan Invoice Verification

The screenshot displays the 'SmartScan Invoice Verification - Sylvia MillerEnterprise' application window. The main window has a menu bar with 'File', 'View', 'Settings', and 'Help'. It contains several input fields: 'Customer's Name:', 'Invoice Number:', 'Billing Address:', 'Ship Date:', 'Status:', and 'Shipping Address:'. Below these fields is an 'Invoice List' table with columns for 'Customer's Name', 'Invoice #', 'Last Modified', 'Ship Date', 'Due Date', 'Total Items', and 'Status'. There are checkboxes for 'Show Over' and 'Show Short'. A 'Get Invoices' button is located in the bottom right of the main window. Two 'Get Invoices' dialog boxes are overlaid on the main window. The top dialog box has tabs for 'By Date' and 'By Invoice #', with 'By Date' selected. It prompts the user to 'Enter date range for invoices.' and has 'From Date:' (3/21/2007) and 'To Date:' (3/22/2007) dropdown menus, along with 'Ok' and 'Cancel' buttons. The bottom dialog box has the 'By Invoice #' tab selected and prompts the user to 'Enter invoice number.' with an 'Invoice #' text box, 'Ok', and 'Cancel' buttons. Red arrows point from the text annotations to the 'Get Invoices' button and the two dialog boxes.

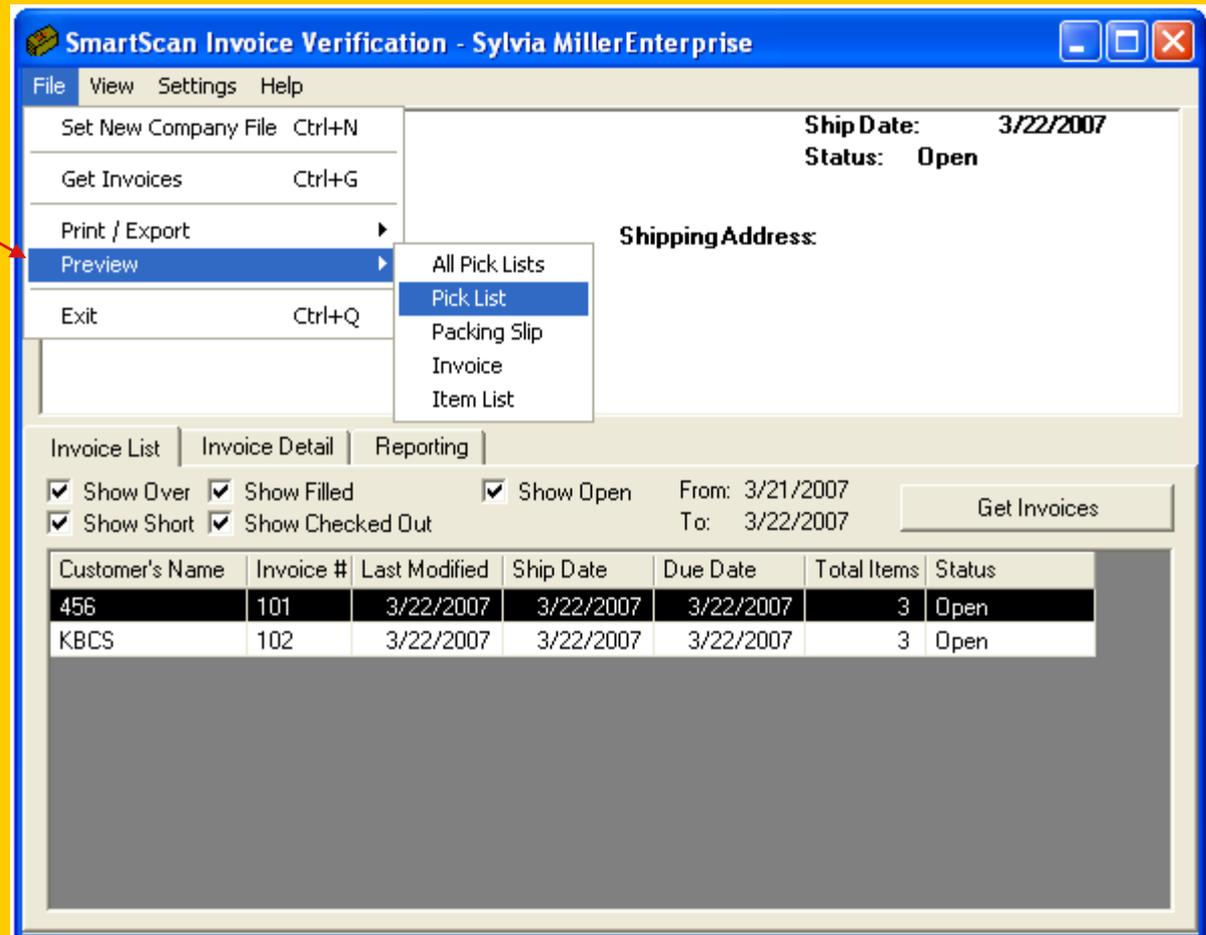
*Click on "Get Invoices."*

*Select the date range or transaction number to receive.*

# SmartScan Invoice Verification

*When the Invoice list appears you can choose to print one pick list for the selected invoice or one pick list for all invoices shown.*

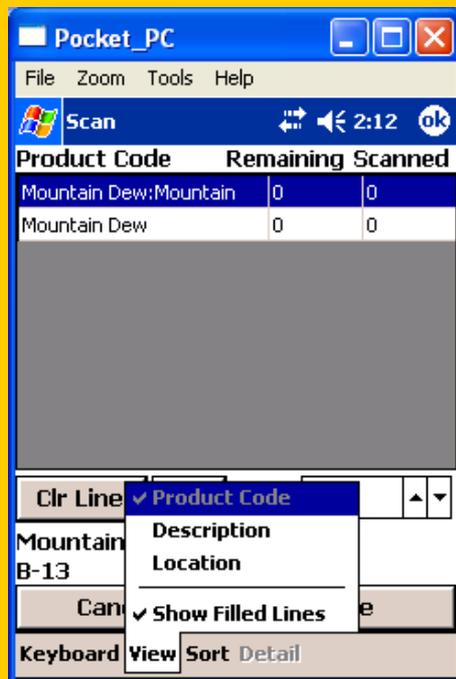
*Mobile Invoice Verification will show an electronic pick list that can be sorted by item name, description or location. (This will be shown later.)*



# SmartScan Invoice Verification

Pick List		Sylvia Miller	Ship Date: 03/22/2007
Invoice#:	101	Customer: 456	
Qty	Item	Description	Location
1.00	Test Inventory for	Vitamin Water	A-11
1.00	Caffeine Free Diet	Caffeine Free Diet Pepsi	B-12
1.00	Test Inventory for	Aquifina	D-07

Page 1 of 1



*The Pick List is sorted by the location you assign in a QuickBooks custom field.*

*The mobile Pick List is displayed on the handheld screen and is sortable by Item name, description or location.*



# SmartScan Invoice Verification

SmartScan Invoice Verification - Sylvia MillerEnterprise

File View Settings Help

Customer's Name: 456 Invoice Number: 101 Ship Date: 3/22/2007 Status: Open

Billing Address: symco Shipping Address:

Invoice List Invoice Detail Reporting

Add Scan Qty: 1 Scan Code: Test Inventory for POs:Vitamin Water Cancel Done

Item Name	Location	Barcode	Qty Invoiced	Filled Qty	To be Filled	Scan Qty	Status
Test Inventory for POs:Aquil	D-07	01215704	1	0	0	1	Filled
Caffeine Free Diet Pepsi	B-12	01249400	1	0	1	0	Open
Test Inventory for POs:Vitar	A-11	786162060006	1	0	-1	2	Over

Errors:  Only Show Errors That Have Not Been Cleared

Item	Message
Test Inventory for POs:Vitamin	Line Is Over

*To fulfill the order click on the Invoice Detail tab and start scanning items in any order. If too many or the wrong item is scanned a notification will appear.*

# SmartScan Invoice Verification

SmartScan Invoice Verification - Sylvia MillerEnterprise

File View Settings Help

Customer's Name: 456 Ship Date: 3/22/2007  
Invoice Number: 101 Status: Open

Billing Address: symco Shipping Address:

Invoice List Invoice Detail Line Item Detail Reporting

Item Detail For: Test Inventory for POs:Aquifina

Value	Message
12345	

Scan Value: 12345

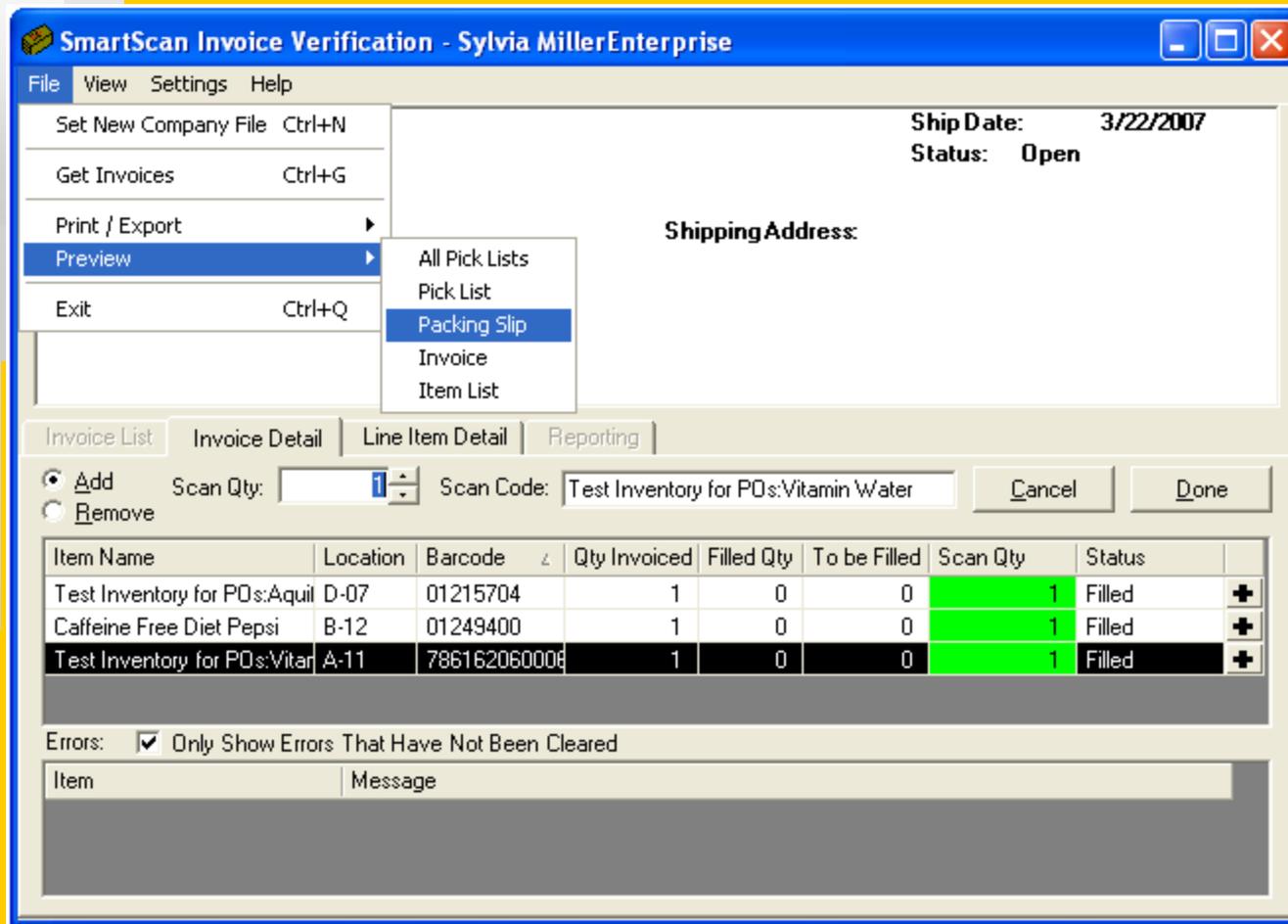
Scan Line Items Details

Clear All Delete

Errors:  Only Show Errors That Have Not Been Cleared

*To assign serial numbers, either scan all items or one at a time then click the Line Item Detail tab. Scan or type in the serial number then press enter.*

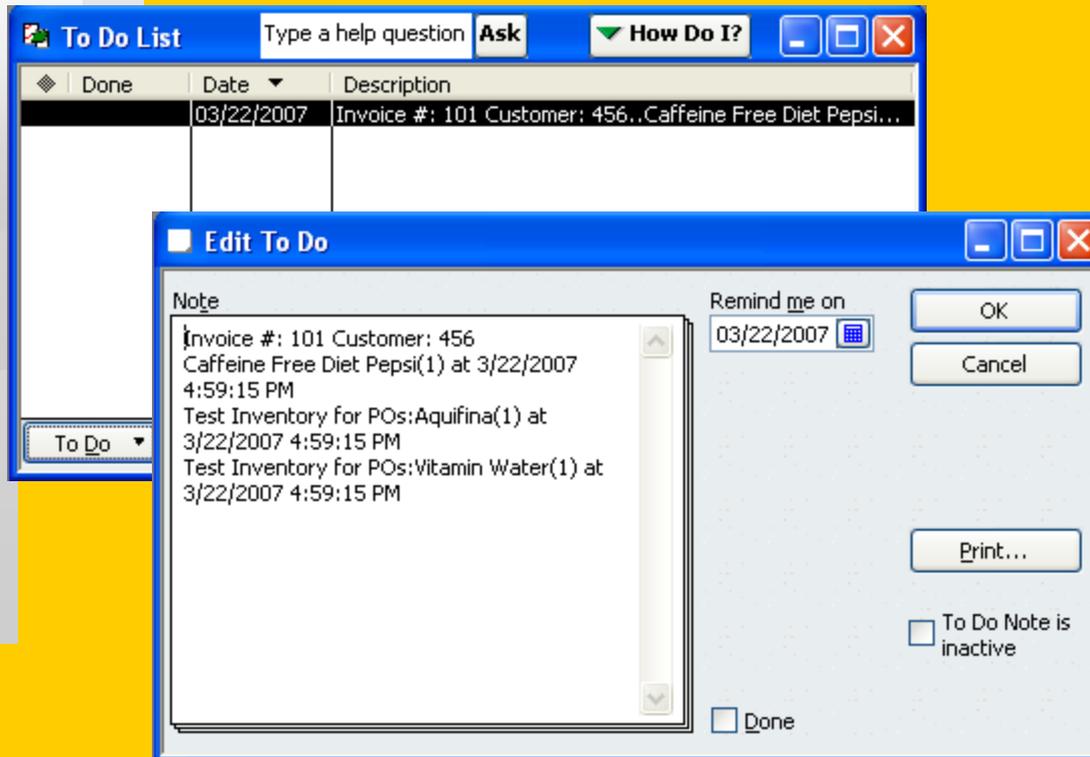
# SmartScan Invoice Verification



*When the order is fulfilled and ready to pack, print a Packing Slip before clicking "Done."*

*Settings can be changed to print a Packing Slip Automatically.*

# SmartScan Invoice Verification



*When “Done” is clicked a ToDo note is sent to QuickBooks to log who fulfilled which order when and what was included.*

*This is helpful for employee accountability and record keeping if order inquiry arises.*

# SmartScan Invoice Verification

SmartScan Invoice Verification - Sylvia MillerEnterprise

File View Settings Help

Cu Item List Ctrl+I  
Inv Search Line Item Details  
Mobile Device Ctrl+T

Billing Address: symco

Shipping Address:

Ship Date: 3/22/2007  
Status: Filled

Invoice List Invoice Detail Line Item Detail Reporting

Show Over  Show Filled  Show Open From: 3/21/2007  
 Show Short  Show Checked Out To: 3/22/2007 [Get Invoices](#)

Customer's Name	Invoice #	Last Modified	Ship Date	Due Date	Total Items	Status
456	101	3/22/2007	3/22/2007	3/22/2007	3	Filled
KBCS	102	3/22/2007	3/22/2007	3/22/2007	3	Open

*To view serial numbers, Search the Line Item Details Lookup Database.*

# SmartScan Invoice Verification

*If QuickBooks is open, click “Show” to see the corresponding transaction in QuickBooks.*

	Ref #	Type	Item	Time Scanned	Customer/Vendor
Show	101	Invoice	Test Inventory for PDs:Aquifina	3/22/2007 4:53:11 PM	456

*Scan or type in the serial number to search.*

*This Verification Details Lookup searchable database logs and combines all serial numbers from Purchase Order Verification, Invoice and Sales Order Verification so you can track incoming and outgoing serial numbers, where they came from and who they went to. It's helpful for returns, warranty issues and recalls.*

# SmartScan

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***[www.baus-systems.com/smartscan.html](http://www.baus-systems.com/smartscan.html)***