



First, go to the quote you'd like to convert to an order. One way to do this, if you know the quote number, is to search for it in the global search field here.



Welcome Cetec ERP Support! (You Are On The **LITE** Support Plan)

[SELL EXISTING STOCK](#) [BUILD A PART](#) [BUY FROM A VENDOR](#)

OPEN ORDER BACKLOG

Open Order Lines: 192

Total Resale: \$1,608,718.92

Total GP: \$799,119.37

Order #	Line #	Customer	Part #	Resale	Ship Date
632.1	2	Applied Materials, Inc.	ZZZEXCESS MATERIAL CHARGE	\$900.00	
9.1	1	Products & More	FIGPRODUCT	5,000.00 MXN	2019-06-28
103.1	1	Products & More	RAW2847199	\$0.38	2019-07-30
117.1	2	Stanford University	BOMPAGE-1	\$1,500.00	2019-08-22
114.1	2	Edge Products	FIG-123124	\$933.00	2019-08-27
114.1	4	Edge Products	NEU1234	\$48.70	2019-08-27

(Go To Order)

Go

[View All Orders](#)

[Backlog by Customer](#)

INVOICE VALUES

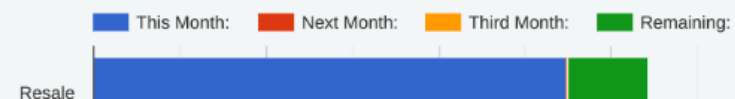
	Ext Resale ⁱ	Cost	GP Value	GM %
Yesterday	\$0.00	\$0.00	\$0.00	0 %
Today	\$0.00	\$0.00	\$0.00	0 %
MTD	\$14,683.78	\$6,899.32	\$7,784.46	53 %
Prior MTD	\$1,764.20	\$714.40	\$1,049.80	59 %
Prior Year MTD	\$2,038.30	\$1,548.07	\$490.23	24 %
Prior Month	\$70,810.40	\$12,742.62	\$58,067.78	82 %
YTD	\$485,018.84	\$323,648.97	\$161,369.87	33 %
Prior YTD	\$24,978.76	\$3,409.76	\$21,569.01	86 %
Prior Year	\$4,497,169.68	\$370,575.48	\$4,126,594.20	91 %

Update

BOOKED VALUES

	Ext Resale	Cost	GP Value	GM %
Yesterday	\$0.00	\$0.00	\$0.00	0 %
Today	\$0.00	\$0.00	\$0.00	0 %
MTD	\$0,174.85	\$0,120.00	\$0,044.85	23 %

OPEN SALES ORDERS ⁱ



T Type your quote number.

CETEC ERP

SALES PARTS PURCHASING WAREHOUSE ACCOUNTING PRODUCTION ADMIN

6

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Welcome Cetec ERP Support! (You Are On The LITE Support Plan)

SELL EXISTING STOCK BUILD A PART BUY FROM A VENDOR

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View All Orders

Backlog by Customer

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OPEN SALES ORDERS

This Month:

Next Month:

Third Month:

Remaining:

Resale



Then choose the quote from the drop-down list.

CETEC ERP

SALES PARTS PURCHASING WAREHOUSE ACCOUNTING PRODUCTION ADMIN

658

Quote 658 (PO 203923443)

SELLER VENDOR

Welcome Cetec ERP Support! (You Are On The LITE Support Plan)

OPEN ORDER BACKLOG

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(Go To Order) Go [View All Orders](#)

Backlog by Customer

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OPEN SALES ORDERS

This Month: Next Month: Third Month: Remaining:

Resale



If your quote is ready to be converted to an order, you can either click the "Commit to Order" link on the left side menu or

CETEC ERP

SALES PARTS PURCHASING WAREHOUSE ACCOUNTING PRODUCTION ADMIN

QUOTES ORDERS INVOICES CUSTOMERS LEADS OPPORTUNITIES FORECASTS REPORTS

Quote/Order Worksheet 658

Sales Editing: Cetec ERP Support

VIEW & EDIT

SEND +

COMMIT TO ORDER

QUOTING TOOLS +

COMMISSION

DOCUMENTS (0)

NOTES (0)

PREPAY

CREATE PQUOTE

Build Process 1 2 3 4 5

2. Commit Order

Customer

South Austin Sports Medicine (72)

South Austin Sports Medicine Joe Smith 100 Main Street Austin, TX 78734

Contact

Cust PO #

203923443

Owner

techx

Status

Open

Notifier Options

Normal

Inside Sales

Outside Sales

More Options

Add Line

Change All Lines

Show Open Lines

Submit

+/- Columns

#	PRC	Part	Ship Date	Qty	Cost	Resale	Ext. Resale	Final Resale
---	-----	------	-----------	-----	------	--------	-------------	--------------



Click **Commit Order** here in the header.

CETEC ERP

SALES PARTS PURCHASING WAREHOUSE ACCOUNTING PRODUCTION ADMIN

QUOTES ORDERS INVOICES CUSTOMERS LEADS OPPORTUNITIES FORECASTS REPORTS

Quote/Order Worksheet 658

Sales Editing: Cetec ERP Support

VIEW & EDIT

SEND +

COMMIT TO ORDER

QUOTING TOOLS +

COMMISSION

DOCUMENTS (0)

NOTES (0)

PREPAY

CREATE PQQUOTE

Build Process 1 2 3 4 5

2 Commit Order

Customer

South Austin Sports Medicine (72)

South Austin Sports Medicine Joe Smith 100 Main Street Austin, TX 78734

Contact

Cust PO #

203923443

Owner

techx

Status

Open

Notifier Options

Normal

Inside Sales

Outside Sales

More Options

Add Line

Change All Lines

Show Open Lines

Submit

+/- Columns

#	PRC	Part	Ship Date	Qty	Cost	Resale	Ext. Resale	Final Resale
---	-----	------	-----------	-----	------	--------	-------------	--------------

 Click **Commit Order**.

CETEC ERP

SALES

PARTS

PURCHASING

WAREHOUSE

ACCOUNTING

PRODUCTION

ADMIN

Q

☰

QUOTES ▾

ORDERS ▾

INVOICES ▾

CUSTOMERS ▾

LEADS ▾

OPPORTUNITIES ▾

FORECASTS ▾

REPORTS ▾

Quote/Order Worksheet 658

Sales Editing: Cetec ERP Support ▾

VIEW & EDIT

SEND +

COMMIT TO ORDER

QUOTING TOOLS +

COMMISSION

DOCUMENTS (0)

NOTES (0)

PREPAY

CREATE PQUOTE

Build Process 1 2 3 4 5

2. Commit Order

Commit Order

Create Separate Order For Each Quote Line? ☐

3 Order Notices (Doesn't Prohibit Order Entry) ▶

Customer	South Austin Sports Medicine (72)		Contact
	South Austin Sports Medicine Joe Smith 100 Main Street Austin, TX 78734		
Cust PO #	203923443	Owner	techx
		Status	Open
Notifier Options	Normal	Inside Sales	Outside Sales
		More Options ▾	

Help



You've now converted your quote to an order.

CETEC ERP

SALES PARTS PURCHASING WAREHOUSE ACCOUNTING PRODUCTION ADMIN

QUOTES ORDERS INVOICES CUSTOMERS LEADS OPPORTUNITIES FORECASTS REPORTS

Order 658.1

VIEW

EDIT

DETAILS/SERIALS

INVOICE/SHIP

CLOSE LINE/ALL

MERGE

PDF (QUICK)

PRO FORMA PDF

COMMISSION

RELEASE TO WH

WORKORDER VIEW + PREPAY

PROGRESS BILLING

PACKING SLIP

PACKING LABEL

FULL ORDER PLATE

QUOTE 658

CREATE WO

CREATE QUOTE

Build Process 1 2 3 4 5

3. Pick Parts/Material **Line 1**

Hide Warnings

Customer	South Austin Sports Medicine (72)	Location	MN	Ordered On	2022-04-12
Buyer		P.O. Number	203923443	Assembly?	Yes
Ship Via	UPS Ground	Customer Email		Carrier Account #	
Tax Group	(0%)	Terms	NET30	FOB/Incoterms	S - Shipment
Order Type	Scheduled	Ship Type	Partial	Status	New (0)
More Options ▾					

+/- Columns

#	Qty	Description	Cost	Reorder	Work Start Date	Ship Date	Status	Est. Reorder
---	-----	-------------	------	---------	-----------------	-----------	--------	--------------

Success: Created Order MN658.1

Help



If you need to see the quote, you can click the link here in the left side menu. That's it!

CETEC ERP

SALES PARTS PURCHASING WAREHOUSE ACCOUNTING PRODUCTION ADMIN

QUOTES ORDERS INVOICES CUSTOMERS LEADS OPPORTUNITIES FORECASTS REPORTS

Order 658.1

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FULL ORDER PLATE

QUOTE 658

CREATE WO

CREATE QUOTE

Build Process 1 2 3 4 5

3. Pick Parts/Material **Line 1**

Hide Warnings

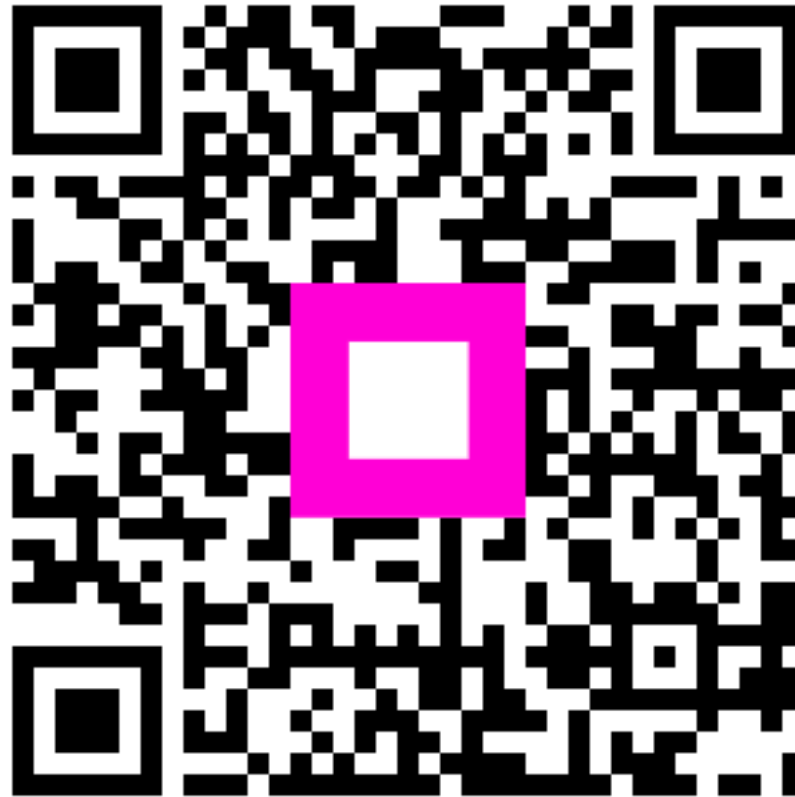
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Tax Group	(0%)	Terms	NET30	FOB/Incoterms	S - Shipment
Order Type	Scheduled	Ship Type	Partial	Status	New (0)
More Options ▾					

+/- Columns

#	Qty	Description	Cost	People	Work Start Date	Ship Date	Status	Est. People
---	-----	-------------	------	--------	-----------------	-----------	--------	-------------

Success: Created Order MN658.1

Help



Scan to go to the interactive player