

Quotations

DataWeld's QUOTATION SYSTEM eliminates the tedious task of handling customer quotations. There's no need to rummage through folders or filing cabinets searching for that quote you gave last week. Once the quotation is entered into the system it remains there until you delete it or turn it into an order.

IS THE QUOTATION SYSTEM EASY TO USE?

The QUOTATION SYSTEM has all the powerful functions of DataWeld's Invoicing/Order Entry System and operates in an identical manner. If you can enter an order then you already know how to enter a quotation. Don't know a customer's number? No problem, just enter the first part of the customer name and scan the customer file alphabetically selecting the customer you want with a keystroke. Use the same technique to enter a stock item. As a matter of fact, you can process an entire quotation without having to know a customer number or a single stock number.

As you enter an item into the quote, availability of that item is shown. In addition, the price that customer paid for that item the last time they purchased it is displayed, as well as the date the transaction took place. Out of stock on the item you just entered? A substitute stock number is conveniently displayed to assist you.

To aid in retrieving a quotation from the system, a special quote comment line is entered with each quotation. The comment line allows you to enter a brief one line description of the quotation. Using the Quotation Inquiry program, you can quickly scan all of the quotes for a selected customer, salesman, or branch. Of course if you know the quotation number you can access the quote

by it as well. The inquiry will show you the quotation number, date, customer number and name, salesman, quotation amount, and the unique quote comment line. This information allows you to quickly pinpoint the quote you are looking for.

This same inquiry information is available in printed format. It becomes a very useful tool when you need to review outstanding quotes to see if they need a follow-up call or if they should be deleted from the system. This hard copy feature also aids in analyzing quotes for a particular customer, a selected salesman or a branch office.

HOW DO I TURN THE QUOTE INTO AN ORDER?

Gone are the days of re-keying a quotation into the system to generate an order. With DataWeld's QUOTATION SYSTEM you simply need to identify the quote you want to change into an order. If there are no changes or additions to the quote, a single keystroke turns the quote into an order and prints a delivery ticket. If an alteration is necessary just change the item needing to be changed. Delete a line item if you wish or quickly add additional line items. When you're finished, one keystroke creates an order. This simple procedure speeds customer service, reduces errors, and greatly shortens the valuable time required by your employees to process quoted orders.

WHAT PRINT OPTIONS ARE AVAILABLE?

The quotation can be printed at the time of creation or if you need another copy weeks later you can easily reprint the quote. When you print the quote you have several pricing options to choose from. You can print the quote with prices on each line item and choose

to extend the prices or not extend them. Or you can print the quote with a grand total only and no line item pricing.

The DataWeld QUOTATION SYSTEM simplifies the entire quotation process. From quick automated entry of a quote to turning that quote into a successful and profitable order. DataWeld's QUOTATION SYSTEM is designed to increase your efficiency. Wouldn't you like to simplify your quotation headaches?