RIMSS

WinNetStar Advanced Enterprise System

CSPS Surplus Returns (Buybacks)

Instructions for Submitting CSPS Buyback (Surplus Return)

Software Development

RIMSS Business Systems Technology

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Buybacks (formally known as **Surplus Returns**, were submitted via an IR / Bill with negative quantities). These Buybacks are now submitted via a Purchase Order. Quantities are still entered with a negative quantity.

The same CSPS rules apply to Buybacks as applied to Orders, you must **Simulate** them first.

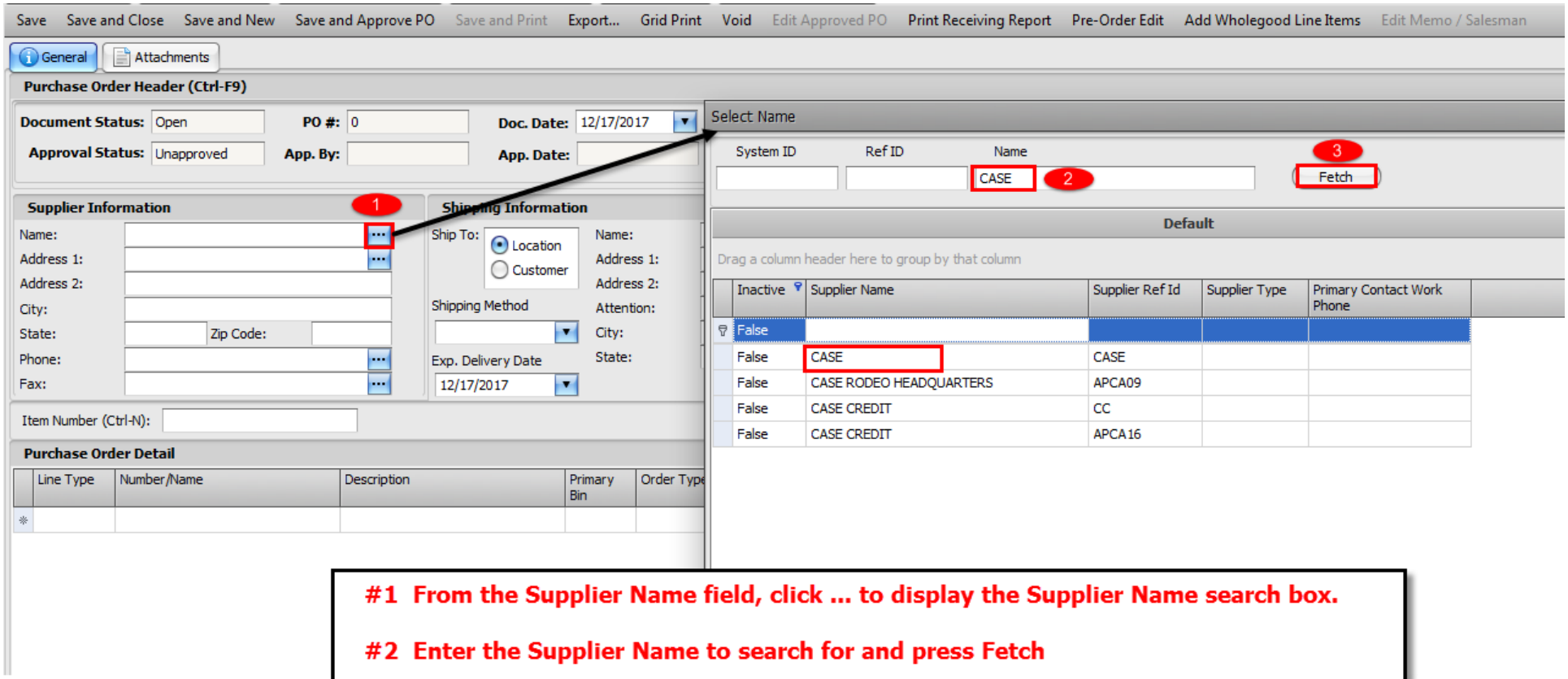
After your Purchase Order has been created, click the **Export** button, and select **CSPS Buyback Order** from the drop down.

See the following pages for instructions to Simulate the Buyback Purchase Order

There are two (2) ways to create a Purchase Order for the Buyback.

1. Manually create the Purchase Order by manually entering all Part Numbers and negative quantities required for the Buyback.
2. If you are an AMAX dealer, the Purchase Order can be created from the AMAX Pick List.

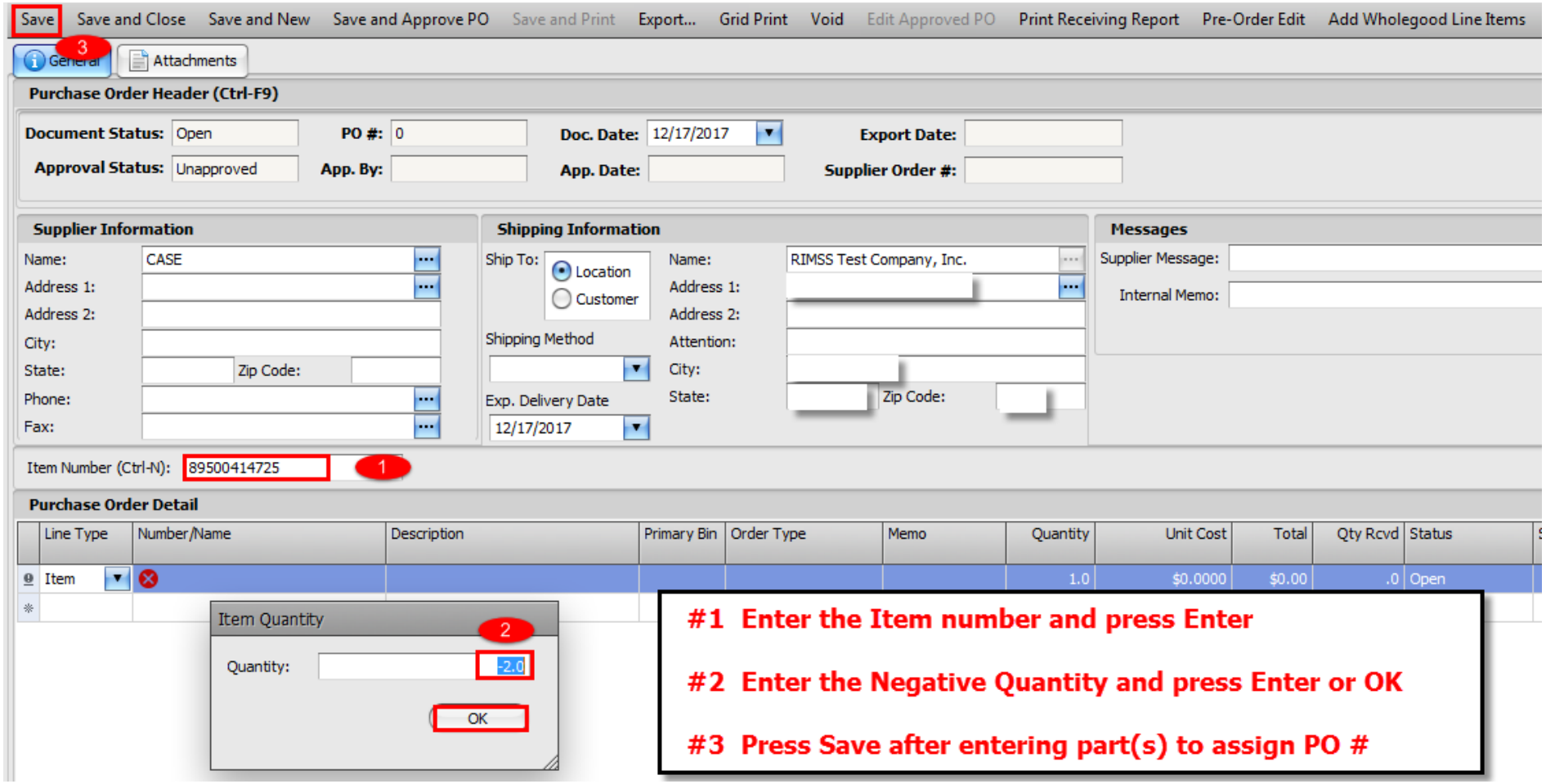
Instructions for manually creating a Purchase Order



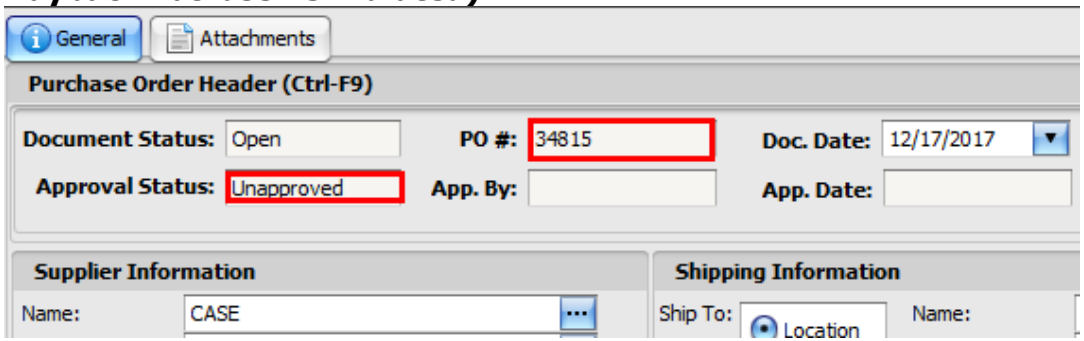
#1 From the Supplier Name field, click ... to display the Supplier Name search box.

#2 Enter the Supplier Name to search for and press Fetch

#3 Double click the Supplier Name to select

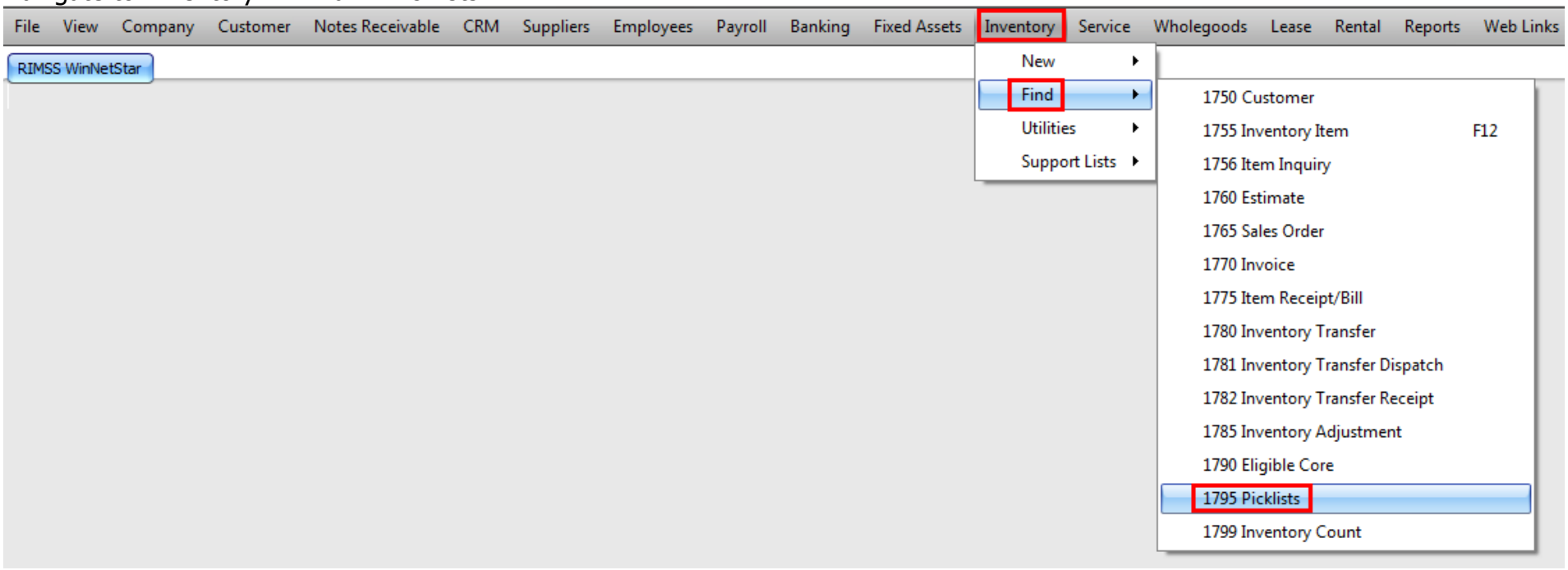


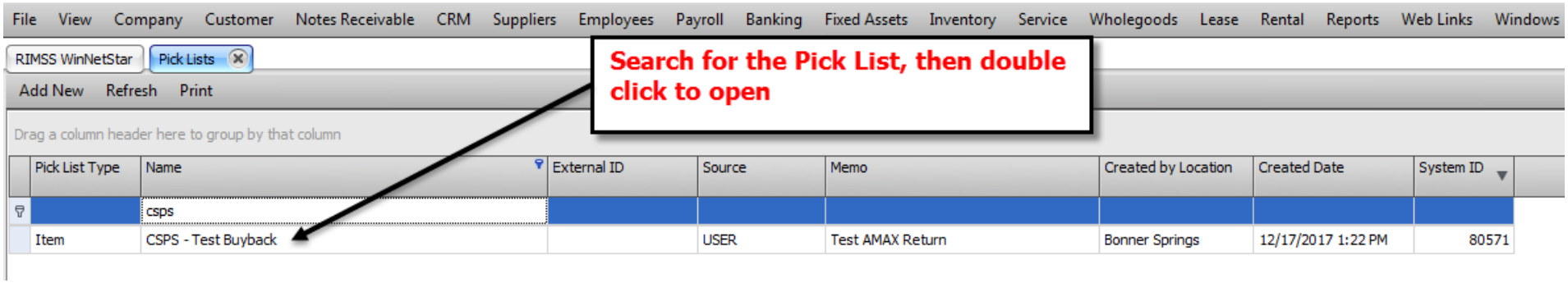
After entering all of the required parts, press the Save button to assign the Purchase Order number.
(Note: It is recommended that the PO is saved, instead of Save and Approve PO, to correct any parts once the Buyback has been Simulated)



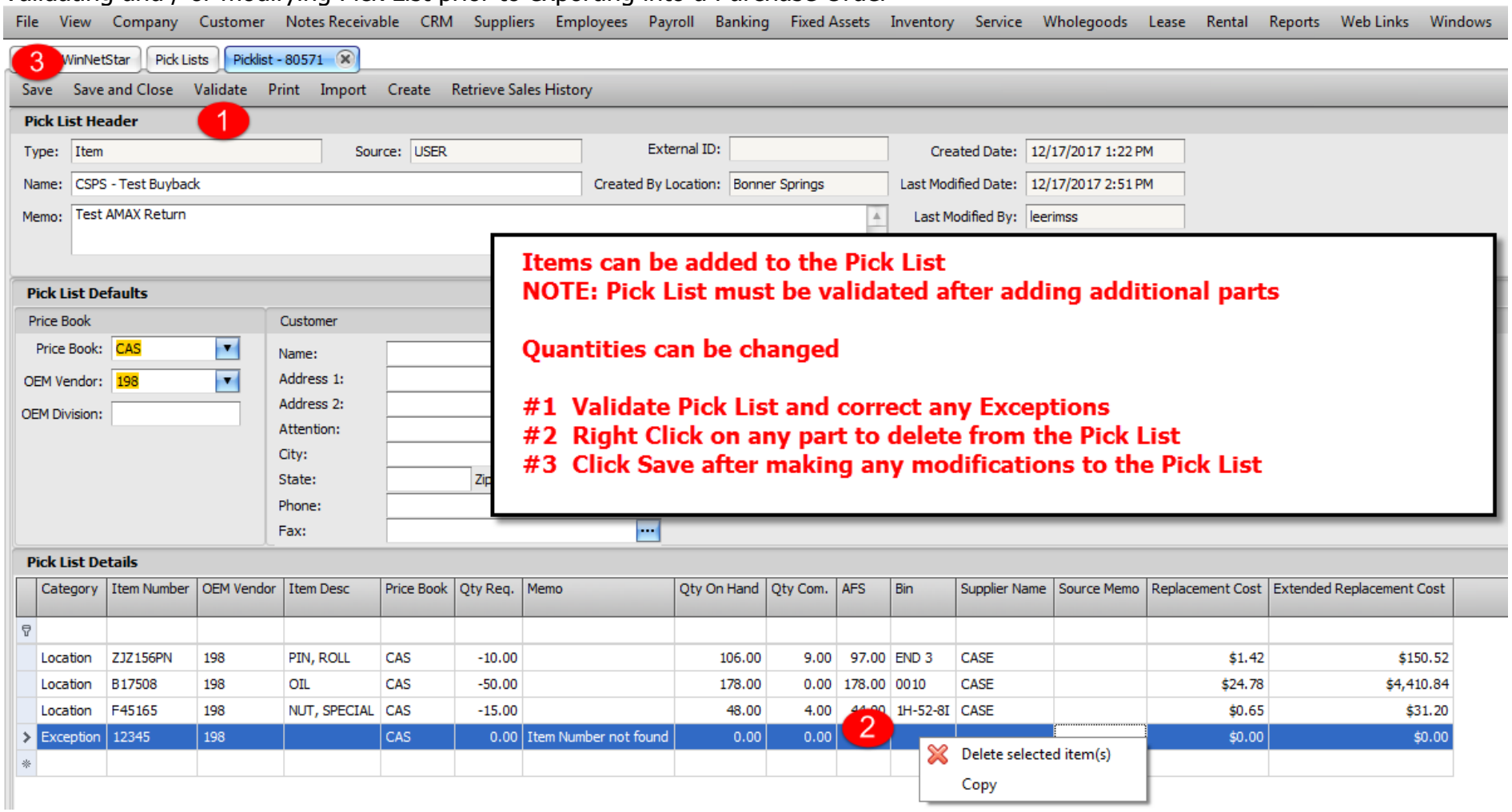
Instructions to create Purchase Order from AMAX Pick List

Navigate to Inventory → Find → Picklists

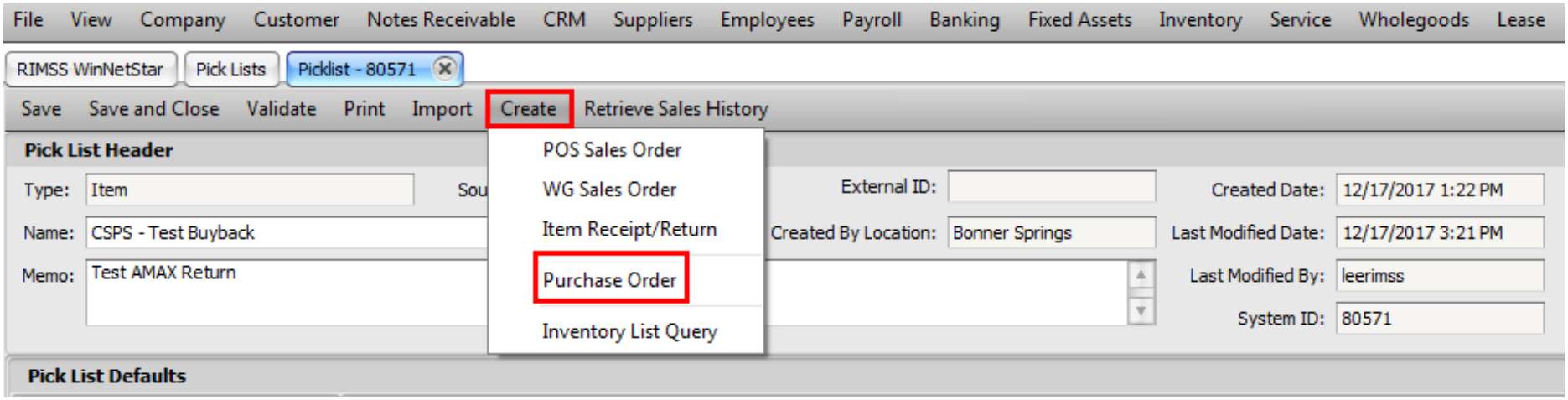




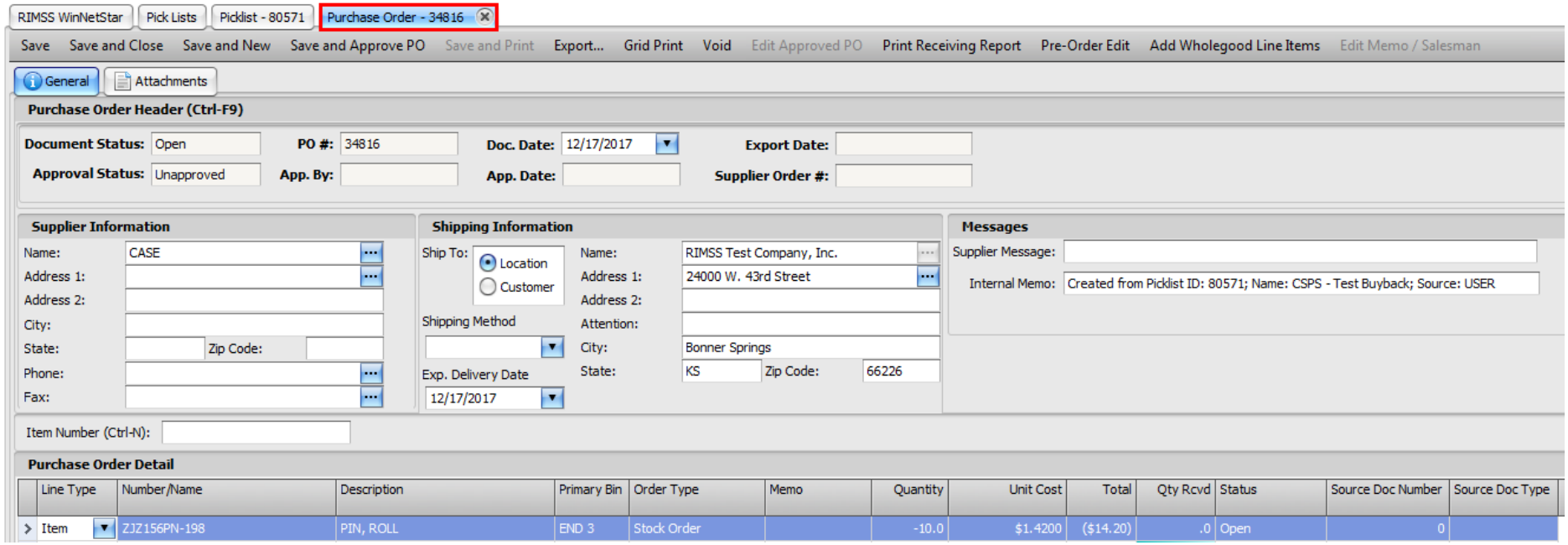
Validating and / or modifying Pick List prior to exporting into a Purchase Order



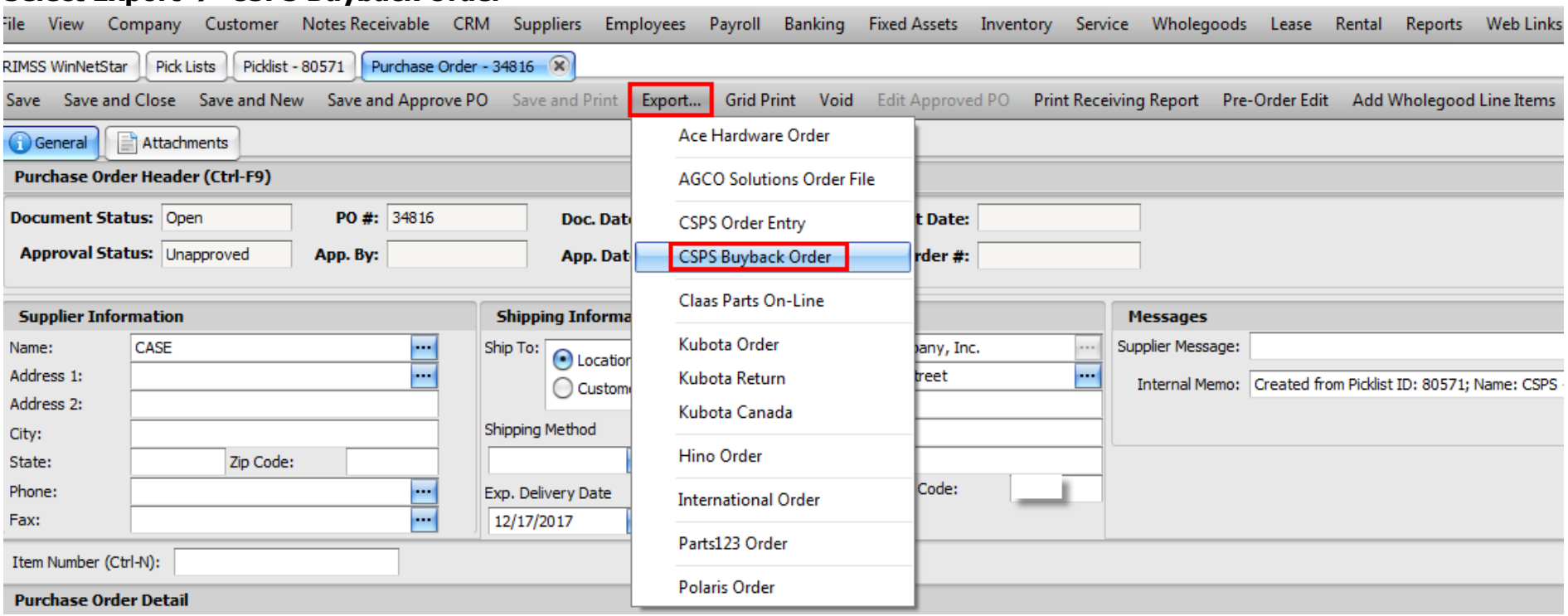
Creating a Purchase Order from Pick List



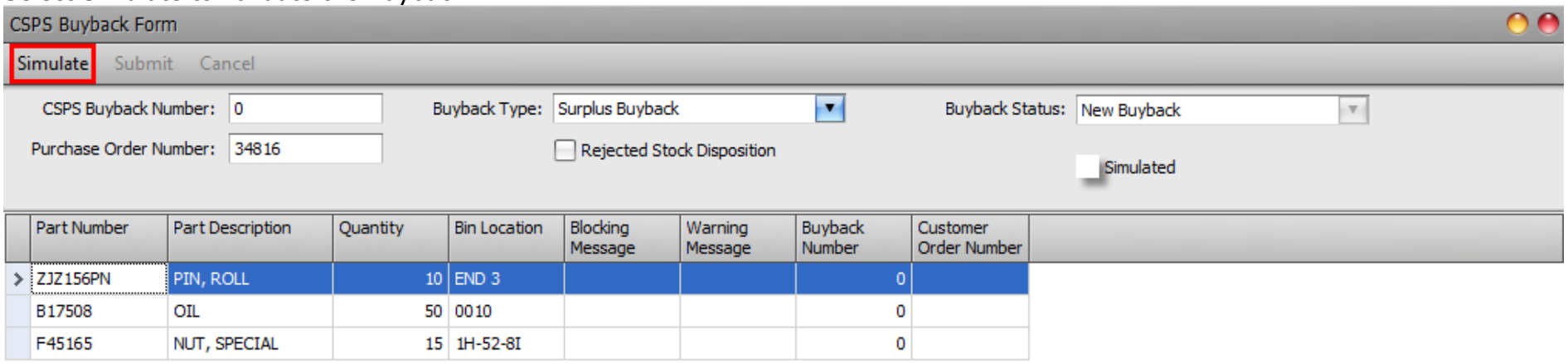
Once Purchase Order has been created, it will automatically open on a new tab



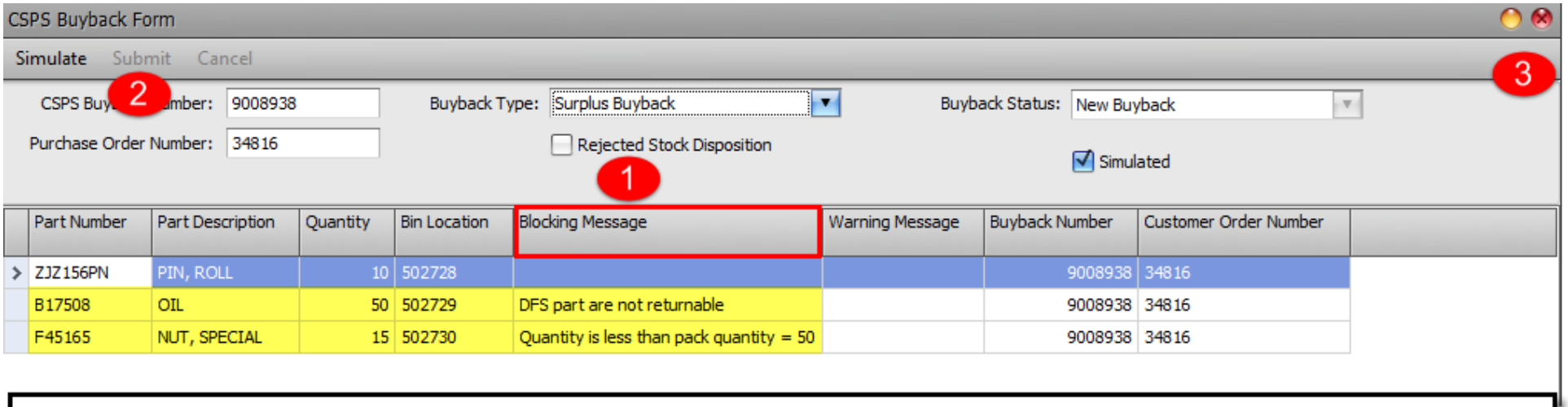
Select Export → CSPS Buyback Order



Select Simulate to validate the Buyback



Part Number	Part Description	Quantity	Bin Location	Blocking Message	Warning Message	Buyback Number	Customer Order Number
ZJZ156PN	PIN, ROLL	10	END 3			0	
B17508	OIL	50	0010			0	
F45165	NUT, SPECIAL	15	1H-52-8I			0	



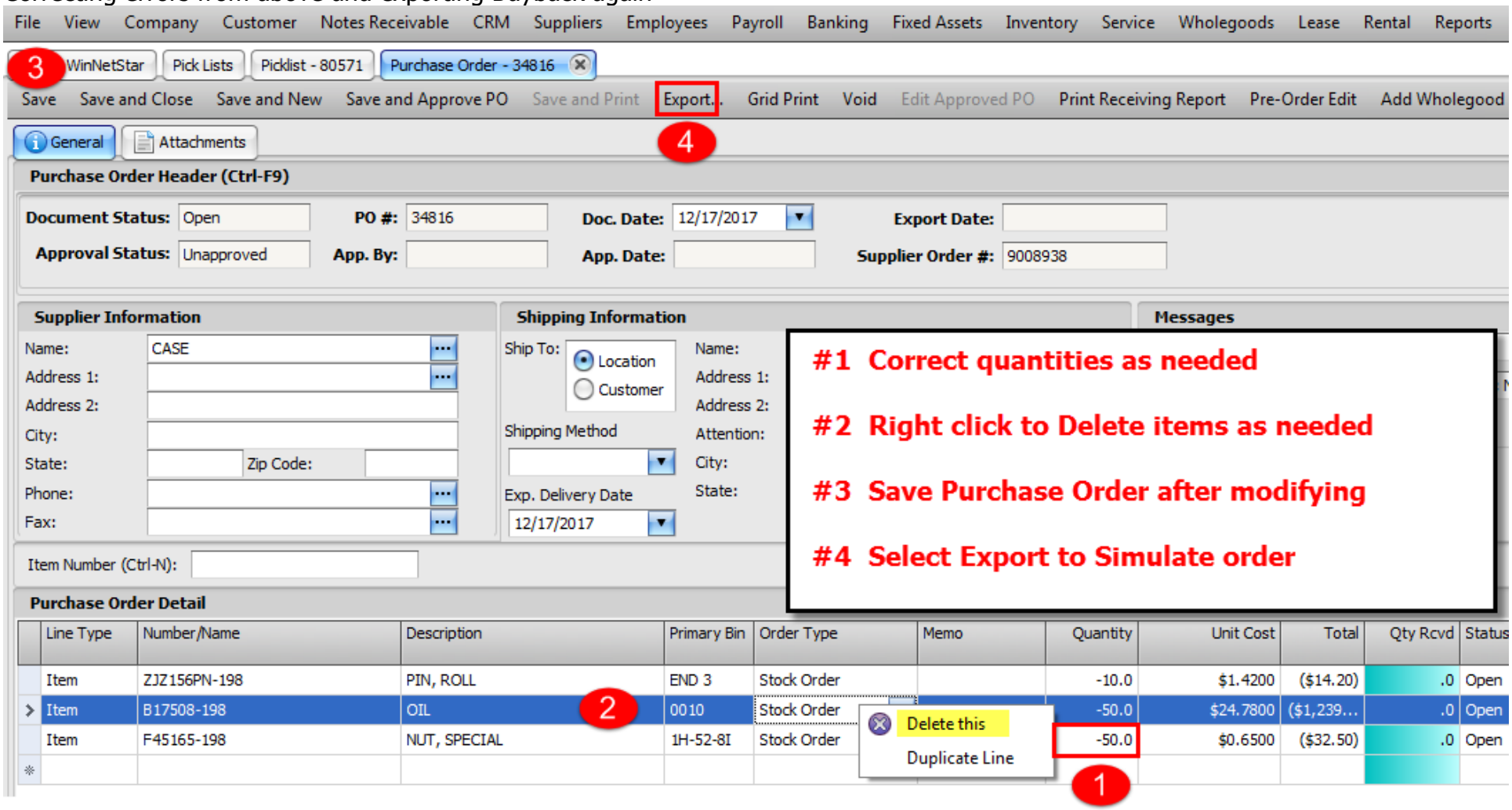
#1 Note any message in the Blocking Message area. These items will either need to be corrected or deleted from the Purchase Order.

#2 The Submit option will be grayed out until the Buyback passes the simulation process

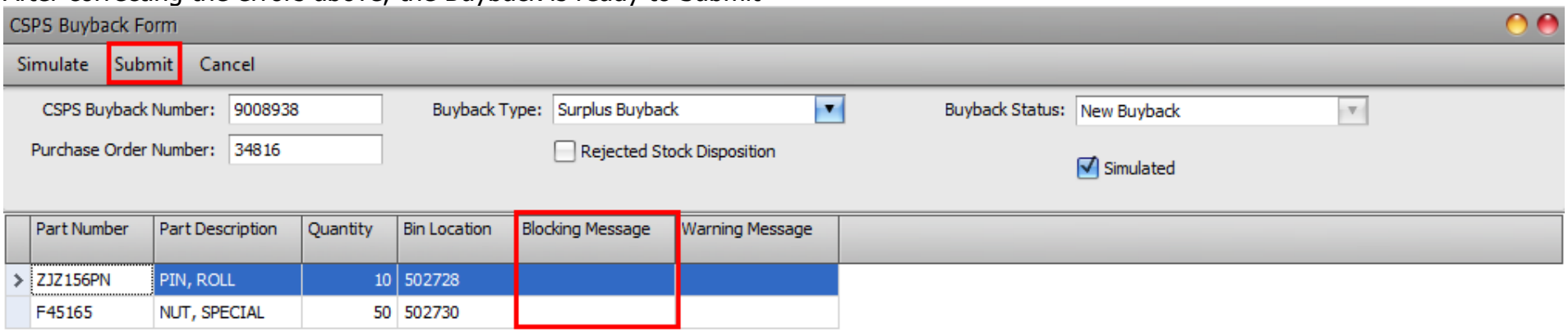
#3 Click the Red X (upper right) to close the Simulate screen and return to the Purchase Order to correct items as required.

Simulate Buyback again after correcting parts on the Purchase Order

Correcting errors from above and exporting Buyback again

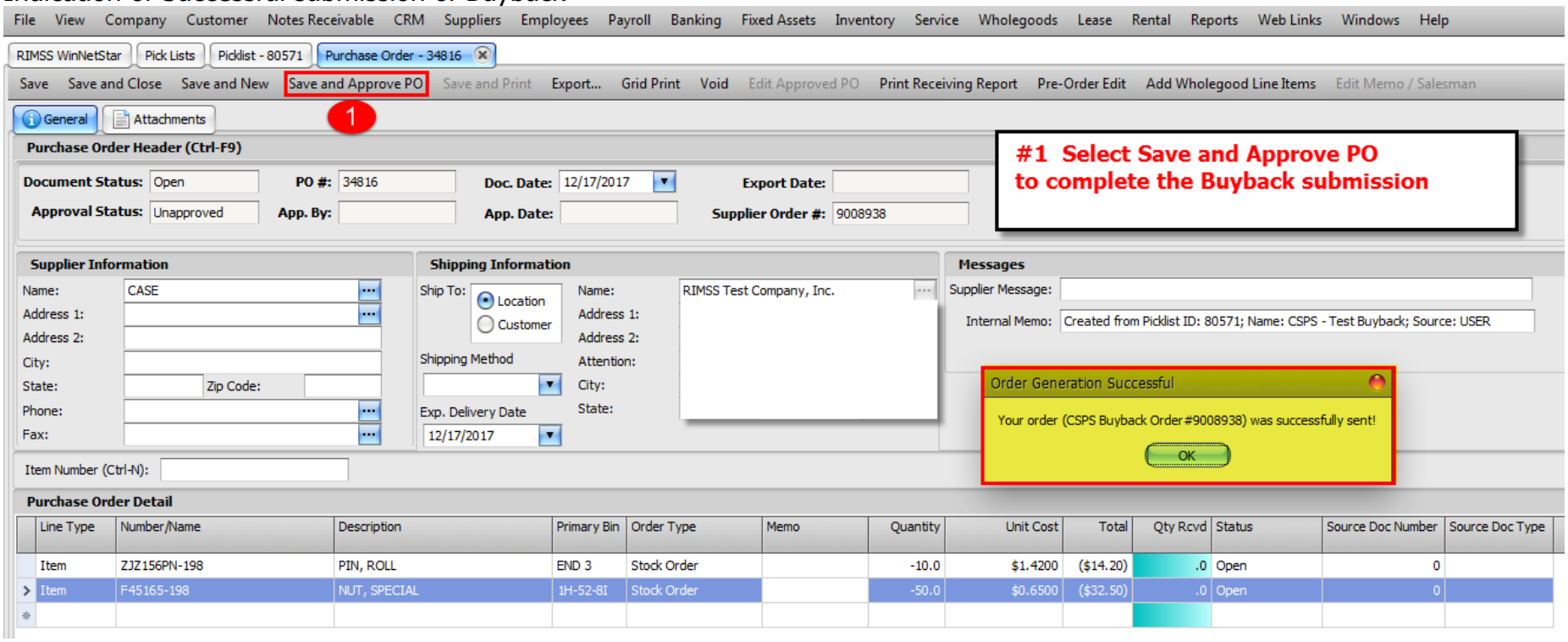


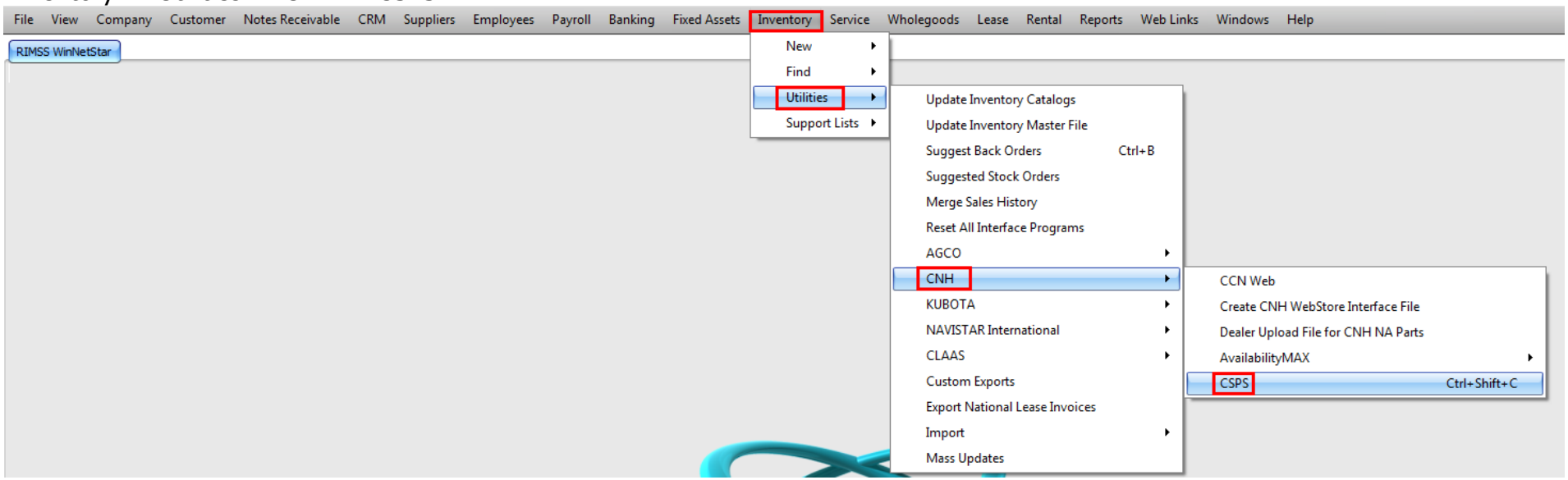
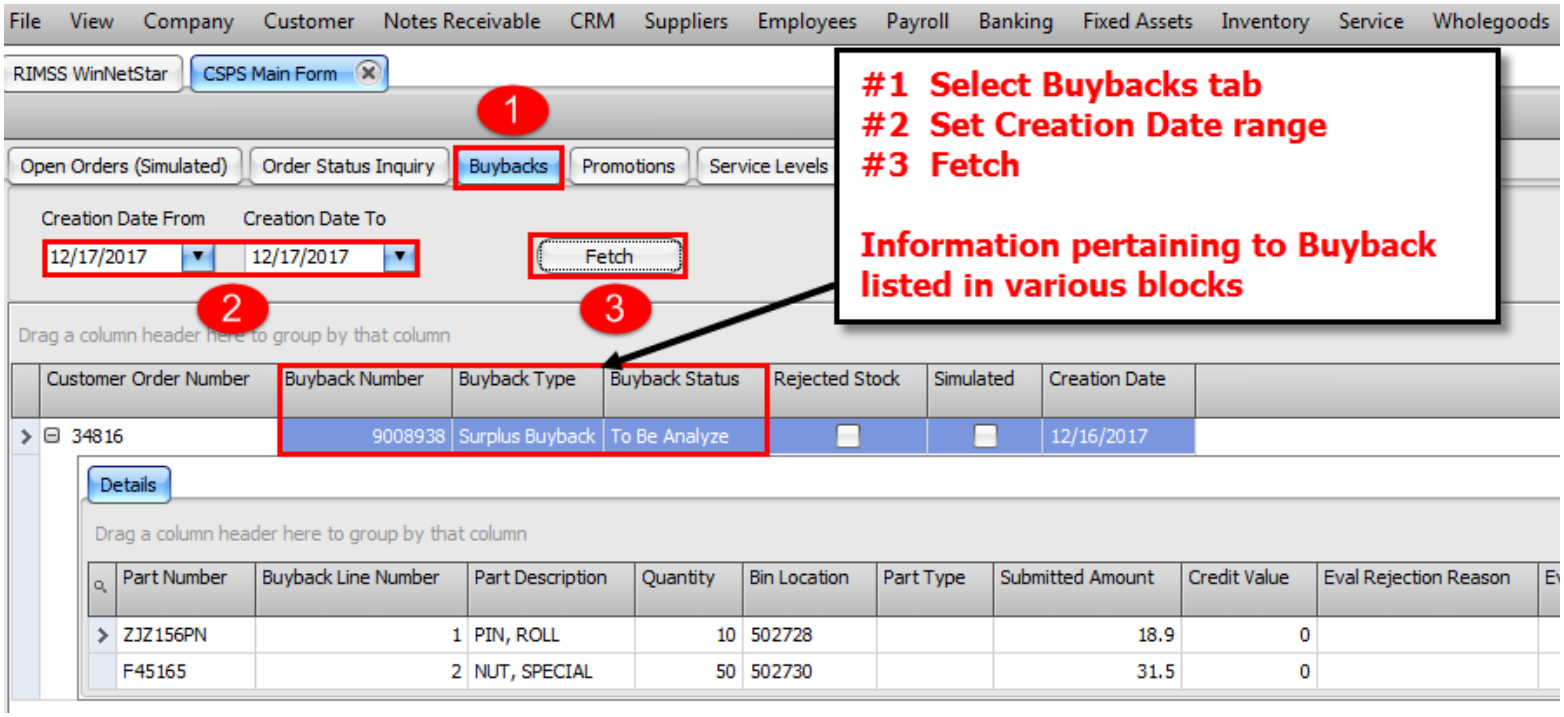
After correcting the errors above, the Buyback is ready to Submit



No errors in Blocking Message indicating Buyback is ready to Submit

Indication of Successful submission of Buyback



After Buyback has been submitted, you can review the Status by navigating to the following menu selections

Inventory → Utilities → CNH → CSPS