

INV-14 Create a Pick Wave

Purpose

The purpose of this Quick Reference Guide (**QRG**) is to provide a step-by-step explanation on how to Create a Pick Wave in the North Carolina Financial System (**NCFS**).

Introduction and Overview

This QRG covers explanation on how to create pick wave in NCFS.

Create Pick Wave

To create a pick wave in NCFS, please follow the steps below. There are 11 steps to complete this process.

Step 1. Log in to the NCFS portal with your credentials to access the system.

Step 2. On the **Home** page, under the **Supply Chain Execution** tab, click the **Inventory Management** app.

Image

Good afternoon, Training Super User 1!

Sales

Contract Management

Supply Chain Execution

Receivables

Supply Chain Plan >

QUICK ACTIONS



Manufacturing Work Definitions



Manage Inspections



Manage Quality Issues



Manage Quality Actions



Manage Problem Reports

APPS



Work Definition



Quality Management



Inventory Management



Cost Accounting



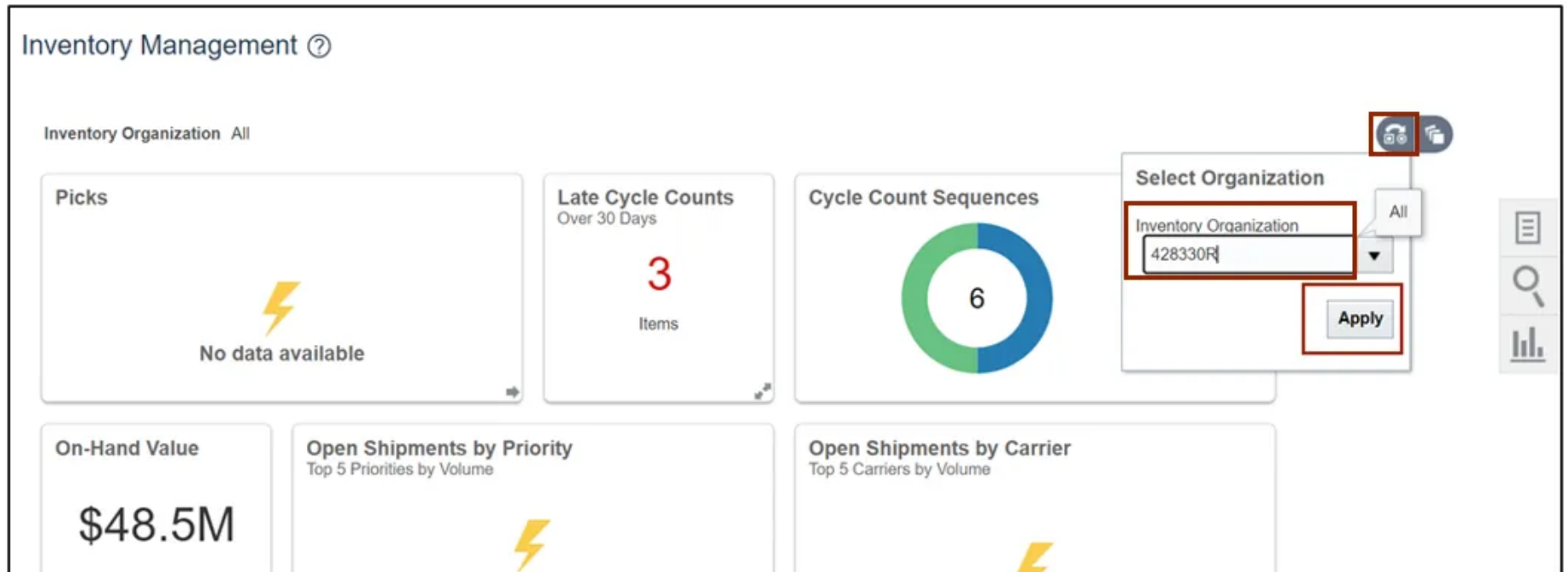
Receipt Accounting



Supply Orchestration

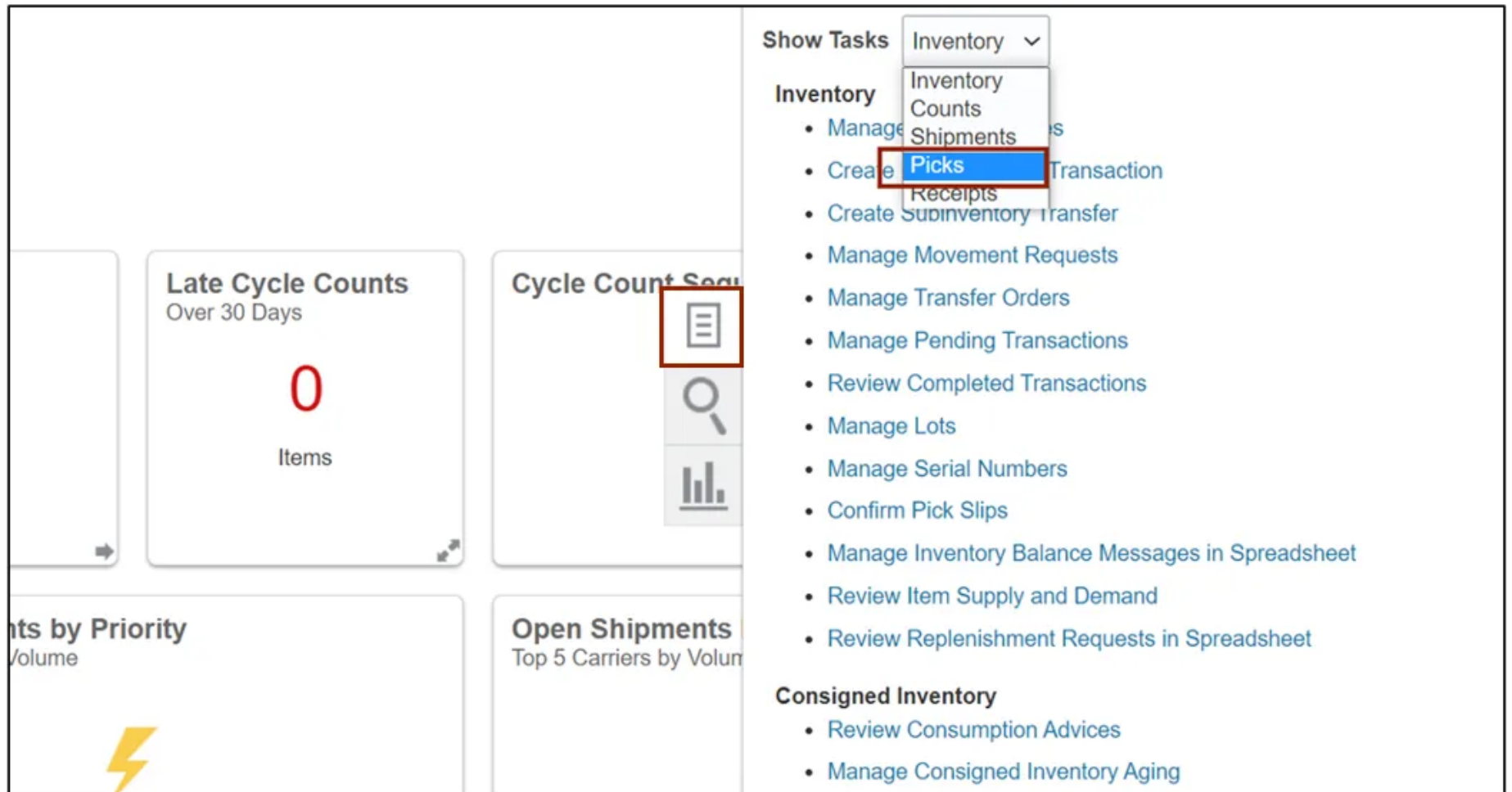
Step 3. On the **Inventory Management** page, click the **View by** icon and enter the **Organization ID**. Click the **Apply** button.

Image



Step 4. Click the **Tasks** icon and select **Picks** from the *Show Tasks* drop-down choice list.

Image



Step 5. Click **Create Pick Wave**.

Image

Inventory Organization 428330R [Change Organization](#)

Release Now

Add to Release Schedule

Cancel

Create Pick Wave [?](#)

Select a release rule or enter selection criteria to create a pick wave.

Release Rule 428330R-Pick Wave Release Rule ▼

Selection Criteria [Show More](#)

Ship-from Organization 428330R ▼

Order Type Transfer order ▼

Order 52003 ▼

Customer aaovyaao fe y aavxvaheqd 🔍

Shipping Method ▼

Release Status All ▼

From Scheduled Ship Date m/d/yy h:mm a 📅

To Scheduled Ship Date 5/10/23 11:59 PM 📅

Step 7. A *Confirmation* pop-up appears. Click the **OK** button.

Image

Confirmation

Pick wave 70003 was released. Number of pick slips: 1 and number of picks: 1.

Number of Shipment Lines Selected for Processing: 1

Number of shipment lines for which the item was substituted: 0.

Number of shipment lines canceled: 0.

Number of shipment lines backordered: 0.

Number of shipment lines released to warehouse: 1.

Number of shipment lines staged: 0.

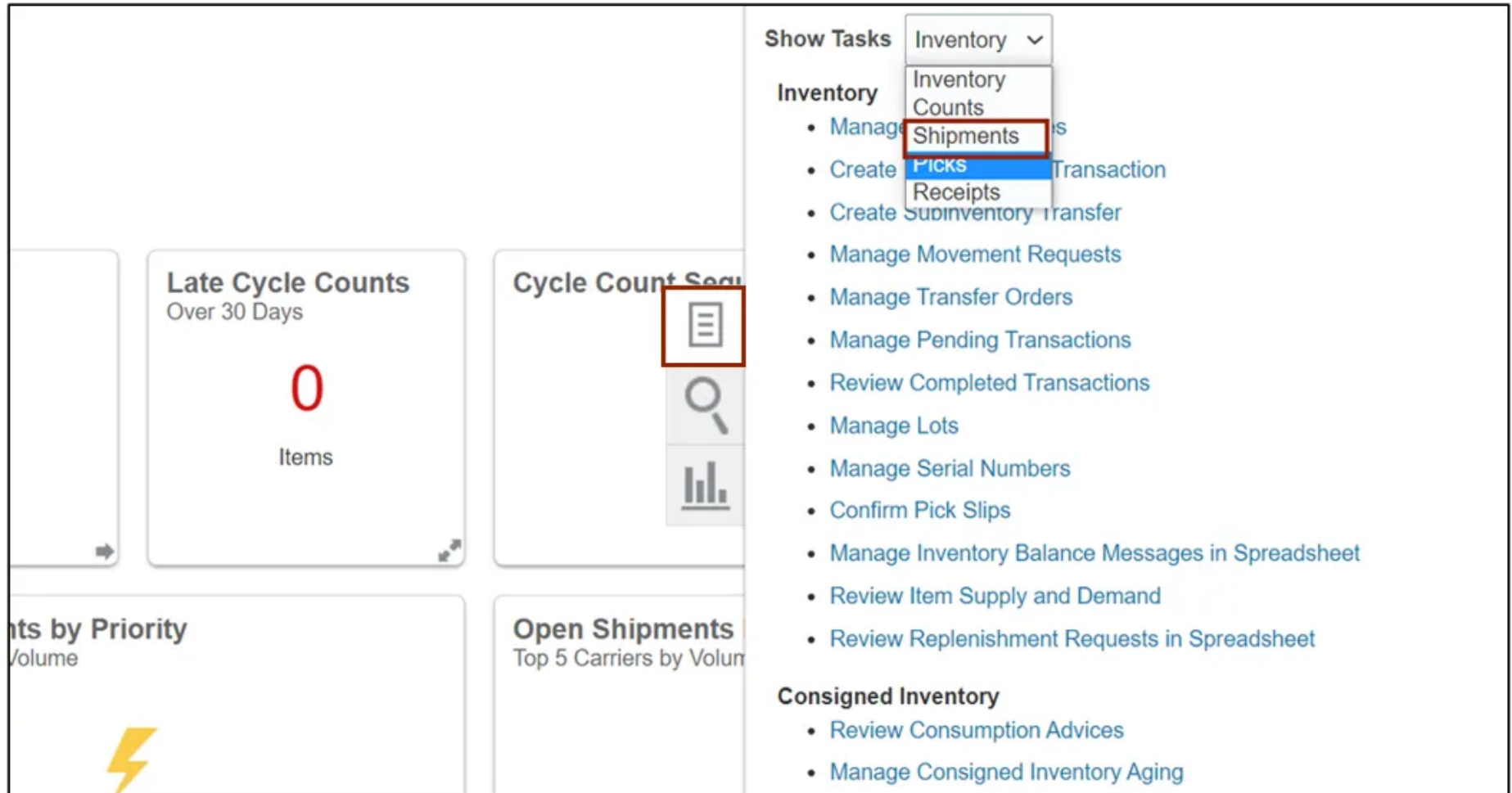
Number of shipment lines shipped: 0.

Note: Number of shipment lines canceled, backordered, released to warehouse, staged, and shipped can include lines split from the original shipment lines. This could be for reasons such as partial allocations, multiple lots, serial number control, and item substitutions.

OK

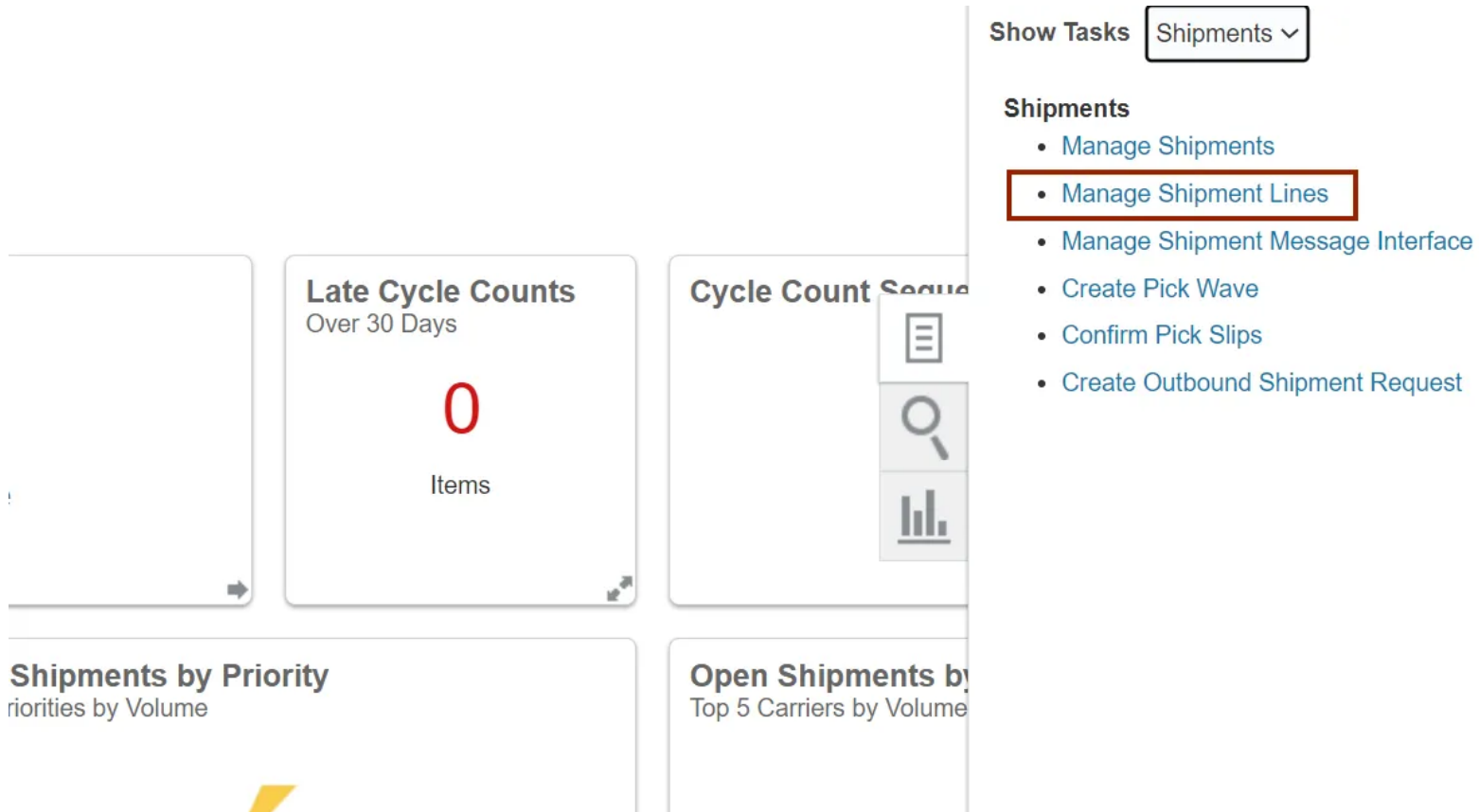
Step 8. To verify the pick wave was released, on the **Inventory Management Page**, click the **Tasks** icon and select **Shipments** from the *Show Tasks* drop-down choice list.

Image



Step 9. Click **Manage Shipment Lines**.

Image



Step 10. Enter the **Order Number** and click the **Search** button.

Image

Manage Shipment Lines ?

Save ▼ Cancel

Advanced Search

Saved Search All Lines Due Today ▼

Order Equals ▼ 52003

Shipping Priority Equals ▼ ▼

Scheduled Ship Date Today ▼

Ship-from Organization 428330R ▼

Customer ▼

Lines Assigned to Shipment Include ▼

Line Status ▼

Exception Name ▼

Search Reset Save... Add Fields ▼ Reorder

Step 11. Verify that the **Line Status** is **Release to Warehouse**.

Image

Summary: Item 0001910

Item	0001910	Volume	millilitre
Item Description	ALL GREEN LIMA BEANS, MEDIUM SIZE, 6/#10 CANS/CASE	Shipping Priority	
Line Exceptions	0	Remaining Staged Quantity	
Order	52003	Backordered Quantity	
Order Line	1	Canceled Quantity	
Order Type	Transfer order	Shipping Cost Recorded	0.00 USD +
Line Status	Released to warehouse	Source Subinventory	
Integration Status	Ready to interface	Transportation Planning Status	Not applicable
	— Quick ship status	Transportation Shipment	
Requested Quantity	20 CASE	Transportation Shipment Line	
UOM Conversions		Initial Destination	
Shipped Quantity	CASE	Transportation Planning Date	
Gross Weight	milligram	Trade Compliance Status	Not applicable
Net Weight	milligram	Trade Compliance Reason	
Tare Weight	milligram	Trade Compliance Date	
		Trade Compliance Screening Method	None

Wrap-Up

Create a pick wave using the steps above in NCFS.

Additional Resources

- Virtual Instructor-Led Training (vILT)
 - [INV 101: Warehouse Management](#)
- Web-based Training (WBT)

- [INV 103: Warehouse Staff](#)
- [INV 110: Warehouse Approver](#)

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