

**Parts Exercise:**

Stock Order arrival steps with clerk:

CDK Function step 1 Account FA-I

Step 2 CDK Function: RA

Step 3 CDK Function: Selected Parts

Step 4 CDK Function: Selected Order S9990429 to Review (input Part #71135-TX4-A00ZZ)

Performed single entry, and All orders

Bill of lading was recorded with time/date

Filed in received orders file folder to be delivered to business office

Business office posts the invoices daily to account 2600 stock, and 2670 for cores.

Invoices are filed in the business office

Service advisor was notified (if part was on order for specific client)

CDK Function step 3

**Part Exercise outside purchase:**

**Service RO#363628**

Log in CDK Function FA-I

CDK Function CPO with login credentials

PO# enter New for new PO

PO type -M for miscellaneous

Enter Vendor # Allied Auto Parts

Quantity 1

Price cost \$9.69

Retail \$37.75

Enter

I for Invoice

Invoice #01CK0073

ACCT 2600

Double check to ensure we have the correct vendor location

F for File

Enter Vendor #

Quantity 1

Price \$9.69

Retail \$37.75

P- Print (printer 2)

Attach invoice and PO together and put on Parts Manager's desk to turn in to the office

Now receive part in the RO

CDK Function = PRO

Type Add for New

Description type of part purchase in this case (oil filter)

Apply cost of \$9.69

Quantity 1

Retail price \$37.75

Type S for sale

Part is handed to technician for installation

RO invoiced by advisor

Payment is collected via total customer connect for online service payments

CDK Function = PRO

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**Perpetual Inventory Bin Counts:**

CDK Function: PCR to pull inventory

We choose Bin FR-42 and FR-42 side by side bins

Ran the Bin check reporting

Inventory all items inside the bins

Found part #14401-R40-A01 OH Shows 1 but we have zero (invoiced but not sent due to backorder)

Found part #14551-RCA-a01 OH shows 16, but we have zero (invoiced but not received due to backorder)

Inventory adjustment will be made by the parts manager to correct the variance

Received inventory

CDK Function

We choose Bin FR-42 and FR-42 side by side bins

Ran the Bin check reporting

Inventory all items inside the bins

Found part #14401-R40-A01 OH Shows 1 but we have zero (invoiced but not sent due to backorder)

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Inventory adjustment will be made by the parts manager to correct the variance

BIN CHECK

BIN.....	.....PART DESCRIPTION.....	SO..	SS	O.H.	COST..	N.O.H.
FR-42	14400-R9P-A01	BELT (197YU20 DP	100		3 / 71.83	_____
FR-42	14400-RCA-A01	BELT, TIMING	100		9 / 72.39	_____
FR-42	14401-R40-A01	CHAIN (176L)	100		(1) / 99.49	<del>_____</del>
FR-42	14510-P8A-A01	ADJUSTER	100	AP	1 / 115.97	_____
FR-42	14510-PRB-A01	TENSIONER, CAM C	100		2 / 82.57	_____
FR-42	14510-R40-A01	TENSIONER, CAM C	100		1 / 43.77	_____
FR-42	14510-RCA-A01	ADJUSTER	100		0 / 99.91	_____
FR-42	14520-P8E-A01	ADJUSTER, AUTOMA	100		3 / 142.97	_____
FR-42	14520-RCA-A01	TENSIONER	100		9 / 127.41	_____
FR-42	14550-P8A-A01	IDLER, TIMING BE	100	AP	1 / 56.90	_____
FR-42	14550-PGE-A01	IDLER, TIMING BE	100	AP	1 / 45.05	_____
FR-42	14550-RCA-A01	IDLER, TIMING BE	100		0 / 44.40	_____
FR-42	14551-RCA-A01	BOLT	100		(16) / 5.01	<u>13</u>
FR-42	14559-RCA-305	TAPER SHIM	100	AP	4 / 17.69	_____
FR-42	15100-R70-A02	PUMP ASSY., OIL	102	AP	0 / 181.71	_____
FR-42	15100-R72-A02	PUMP ASSY., OIL	100		2 / 155.74	_____
FR-42	15100-RCA-A03	PUMP ASSY., OIL	100		1 / 147.76	_____
FR-42	15100-RDM-A03	PUMP ASSY, OIL	100	AP	1 / 173.91	_____
FR-42	15100-RYE-A11	PUMP ASSY., OIL	100		1 / 177.61	_____
FR-42	15115-P8A-A01	GASKET, OIL HOLE	100	AP	MEMO 2.57	_____
FR-42	15115-P8A-A02	GASKET, OIL HOLE	100		1 / 2.57	_____
FR-42	15115-R70-A11	GASKET, OIL HOLE	100		3 / 2.57	_____
FR-42	15221-RYE-A01	O-RING	100		2 / 2.21	_____
FR-42	15302-5G0-A00	GASKET	100		2 / 4.32	_____
FR-42	15420-RSR-E01	FILTER ASSY., OI	100		1 / 21.54	_____
FR-42	15610-RAA-A01	CAP, OIL FILLER	100		1 / 11.67	_____
FR-42	15610-REZ-A00	CAP, OIL FILLER	100		1 / 5.60	_____

BIN CHECK

BIN.....	.....PART DESCRIPTION.....	SO..	SS	O.H.	COST..	N.O.H.
FR-42	15815-RAA-A02	FILTER, SPOOL VA	100		6 / 3.88	_____
FR-42	15825-P08-005	FILTER, SPOOL VA	100		1 / 19.45	_____
FR-42	15825-P8A-A01	FILTER, SPOOL VA	100		2 / 12.86	_____
FR-42	15825-PR3-005	FILTER, SPOOL VA	100		2 / 19.45	_____
FR-42	15832-PNA-023	O-RING	100		1 / 4.88	_____
FR-42	16010-R9P-305	INJECTOR SET, FU	100		21028.60	_____
FR-42	16012-R9P-315	PIPE SET, FUEL J	100		1 / 67.75	_____
FR-42	16450-RBB-003	INJECTOR ASSY.	100	AP	1 / 168.94	_____
FR-42	16450-RCA-A01	INJECTOR ASSY.,	100		6 / 60.70	_____
FR-42	16450-RWC-A01	INJECTOR ASSY.,	100		4 / 56.43	_____
FR-42	16790-RLV-305	PUMP ASSY.	100	AP	MEMO 413.47	_____
FR-42	17055-R9P-A01	GASKET, FR.	100		1 / 11.91	_____
FR-42	17065-R9P-A01	GASKET, RR.	100		1 / 11.91	_____
FR-42	17105-P72-004	GASKET, IN. MANI	100		1 / 13.15	_____
FR-42	17105-R9P-A01	GASKET, IN. MANI	100		1 / 20.90	_____
FR-42	17112-5G0-A01	GASKET (UPPER)	100		1 / 31.93	_____
***						
FR-201 FR-9	08U45-TYA-200A	TRAY, TRUNK	102		2 96.60	_____
***						
FR-207 BULK-2	71110-TZ5-A00	GARNISH, FR.	100		2 133.73	_____
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FR-211 DOCK	08P05-TYA-250	BSM *B588P*	102	AP	1 166.98	_____
FR-211 DOCK	08P05-TYA-280	BSM *R568P*	102	DEL	DEL 166.98	_____

ACURA OF FREMONT  
 MONTHLY SUMMARY REPORT

Grand Total

	NBR OF PARTS	PERCENT	PARTS PIECES	PERCENT	PARTS COST	PERCENT
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Inventory Balance	10,296		204,486		852,891.87	
Active Parts	2,092	20.31	187,813	91.84	604,440.20	70.86
NS Parts	6,441	62.55	465	0.22	31,304.25	3.67
MO Parts	352	3.41	10,715	5.23	116,007.35	13.60
AP Parts	1,392	13.51	5,493	2.68	101,140.07	11.85
DP Parts						
SP Parts						
DEL Parts	19	0.18				
Parts With No Cost	28	0.27	5	0.00		
Parts With Negative On-Hand	17	0.16	346		-13,951.51	
Core/Exchange	31	0.30	74	0.03	3,655.00	
Memos On File	838					
Parts Added	587	5.70	76	0.03	4,449.75	0.52
Active Parts	3	0.51	19	25.00	868.20	19.51
NS Parts	584	99.48	57	75.00	3,581.55	80.48
MO Parts						
AP Parts						
DP Parts						
SP Parts						
Parts & Memos Deleted	536					
Inventory Movement - Sales						
0 to 3 Months	4,431	43.03	191,910	93.84	687,974.64	80.66
4 to 6 Months	1,410	13.69	8,722	4.26	51,155.09	5.99
7 to 12 Months	1,925	18.69	2,492	1.21	48,415.57	5.67
Over 12 Months	991	9.62	1,118	0.54	52,623.12	6.16
New Parts No Sales	1,539	14.94	244	0.11	12,723.45	1.49
Inventory Movement - Receipts						
0 to 3 Months	4,258	41.35	91,048	44.52	406,175.09	47.62
4 to 6 Months	1,544	14.99	77,878	38.08	229,983.29	26.96
7 to 12 Months	2,005	19.47	18,092	8.84	75,520.46	8.85
Over 12 Months	1,103	10.71	17,411	8.51	140,208.43	16.43
New Parts No Receipts	1,386	13.46	57	0.02	1,004.60	0.11
Outstanding Orders	537	5.21	1,306		81,563.26	
Stockorders	89	16.57	248	18.98	8,206.49	10.06
Supplemental Orders						
Customer Orders	276	51.39	477	36.52	47,751.60	58.54
Backorders	217	40.40	581	44.48	25,605.17	31.39
Stockorder Backorders	151	28.11	434	33.23	19,262.16	23.61
Supplmntl Backorders						
Customer Backorders	70	13.03	147	11.25	6,343.01	7.77
Outstanding Forced Orders						

ACURA OF FREMONT  
 MONTHLY SUMMARY REPORT

Grand Total

	NBR OF PARTS	PERCENT	PARTS PIECES	PERCENT	PARTS COST	PERCENT	TRANS COUNT
	-----	-----	-----	-----	-----	-----	-----
Gross Sales							
Regular	1,963	19.06	17,708		318,686.80		9,783
No History	1,963	100.00	17,708	100.00	318,686.80	100.00	9,783
Drop Ship							
Wholesale							
Wholesale No History							
Wholesale Drop Ship							
Warranty							
Warranty No History							
Warranty Drop Ship							
Lost Sales	12	0.11	106		788.46		14
Return Sales							
Regular	509	4.94	4,361		81,402.91		937
No History	509	100.00	4,361	100.00	81,402.91	100.00	937
Defective							
Wholesale							
Wholesale No History							
Wholesale Defective							
Warranty							
Warranty No History							
Warranty Defective							
Receipts							
Stockorders	1,620	15.73	22,133		264,005.94		2,206
Supplemental Orders	392	24.19	2,062	9.31	58,450.30	22.13	655
Customer Orders	1,233	76.11	2,162	9.76	130,367.99	49.38	1,436
Emergency Purchases	6	0.37	7	0.03	322.98	0.12	8
Other Receipts	81	5.00	17,902	80.88	74,864.67	28.35	107
Overages							
Net Adjustments							
Plus	156	1.51	1,010		-1,528.17		202
Minus	33	21.15	706	69.90	10,237.11		70
	123	78.84	304	30.09	-11,765.28		132
Factory Returns							
Net Appreciation							
Positive	1,640	15.92	161,315	78.88	27,724.85		8,293
Negative	1,631	99.45	161,295	99.98	27,817.43		8,281
	9	0.54	20	0.01	-92.58		12
Parts Updated With Cost	3	0.02					
Parts With Comments	2						3
Misc & Sublet Items							
Gross Sales							
Lost Sales							
Return Sales							
Parts Not On File, But Sold							
Gross Sales			196		18,441.79		100
Lost Sales							
Return Sales			38		3,086.26		15