

Ticket – Flagging Ready Or Printed AV Ref # 266

About:

On the Ticket Lookup screen, you can quickly flag tickets Ready or Printed so everyone can see at a glance what a tickets status may be.

Retail Use: The Ready flagged can be used to indicate which vehicles are ready for pick up.

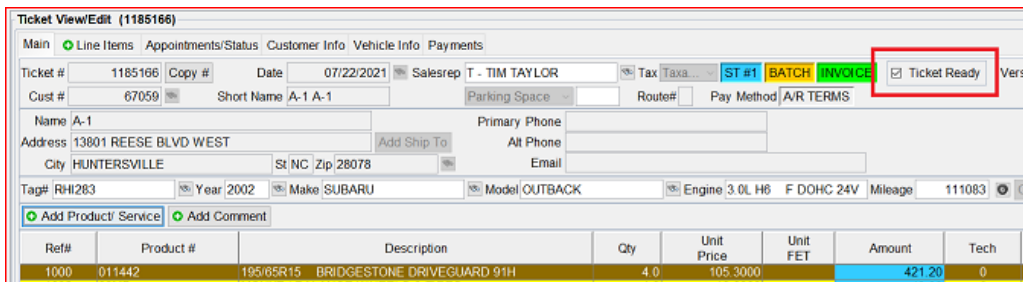
Wholesale Use: After pulling orders, the flag is used to indicate those tickets ready for loading and delivery. When used in combination with Route entry, a dealer can effectively check to see when all the orders for a route have been pulled just by glancing at the screen.

How:

You have 2 different options to flag a ticket as “Ready”.

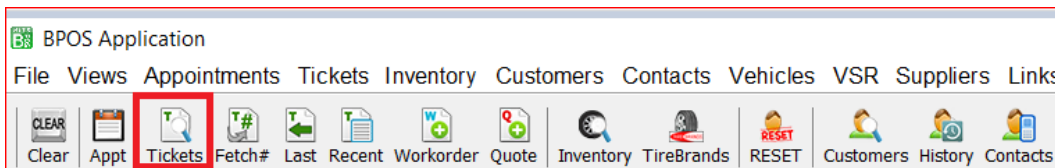
Option #1:

1. Access the ticket you want to mark as **Ready**
2. On the **Main Tab**, check the box beside **Ticket Ready**



Option #2:

1. Click on the **Tickets** icon on your toolbar:



2. **Ticket is ready** – **Right-click** on the ticket you wish to flag as ready and select **Toggle Ready Status**. This will flag the ticket with the green ‘ready’ flag.

- Ticket has been printed** – the system defaults to flagging a ticket with the blue ‘printed’ flag but should you need to flag a ticket manually, **right-click** on the ticket you wish to flag as printed and select **Toggle Print Status**.

Ticket #	T	A	*	SR#	Cust #	Short Name	Name	Tag#	Date
2	W/O		O	B	162216	NOLAN	TAMMI NOLAN	4EVRFAN3	02/16/2017
8	N/O		O		12	LN CASH	LN CASH ACCOUNT		02/18/2017

#2

#3

Indicates Tickets with a Store Date of 12/31/32.
Ticket is ready.
Ticket has been printed.