



Day 5 – Project Implementation Form

Sales orders, Cancellations and Replacements
Version: K3|pebblestone Cloud 1.0

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1. Customer and Project Data

Customer Name	
Implementing Consultant	
Date	
Project & Activities	Sales orders, Cancellations and Replacements
Time Scheme	We estimate a seven-hour duration to discuss the topics listed below.

2. Attendees by Functional Area

		Name of K3 pebblestone users per functional area
KEY	Key user	
SD	Sales Department	
PD	Purchase Department	
WD	Logistics / Warehouse Department	
FD	Finance Department / Accounting	
ALL	All K3 pebblestone users	

These will be the users that will have a role in the implementation of K3|pebblestone. It is important that they attend to the sessions for their functional area. When the necessary users don't attend, this could cause serious delays for further implementations.

3. Targets for the End of the 5th Day

- Presales and NOOS ordering
- Ordering for Distributors
- Presales plan
- Create Replacements and Cancellations

4. Pre-requisites Day 5

To make sure that we cover all the topics planned for day 5, it is essential to watch the following E-learning videos and make sure that you prepare questions if you have any.

- Demo Videos:
 - Sales ordering within K3|pebblestone
 - K3|pebblestone Presales Plan
 - Cancellations and Replacements within K3|pebblestone
- Online Academy
 - Sales
 - Order Type
 - Sales Order creation
 - Batch op and release Sales Orders
 - Purchase
 - Cancellations and Replacements
 - End of Season Cancellations

5. Customer form Day 5 – Sales orders, Cancellations and Replacements

To deliver a clear and complete implementation within the set timeframe it is important that the tasks are completed within the estimated time.

Tasks	Estimated time (mins)	Attendees on functional area	Completed	N/A
Answering the questions from day 4, or from watching the videos to prepare for day 5.	30	KEY		
Order Type	30	SD		
Create Presales orders	30	SD		
Small Break	15			
Create Presales orders	30	SD		
Create NOOS order	60	SD		
Lunch Break	30			
Ordering for distributors	30	SD		
Open/ Release Sales orders	30	SD		
Presales plan	30	SD/ PD		
Small Break	15			
Presales plan	30	SD/ PD		
Creation of Replacement and Cancellation	60	SD/ PD		
Review day 5				
Total hours spent	7 hours			

Additional time spent on (to be invoiced)	Minutes

Tasks for the customer	Deadline

Tasks for the implementor	Deadline

Remarks

Dates	
Signature for acceptance	

Disputes concerning the time spent and the subjects discussed must be announced to COMPANYNAME within 3 business days after the visit of the implementer.