

Summary

Creating a Bill of Lading for a Delivery document is a straightforward process.

Step by Step Guide

First, be sure to open the Delivery document you wish to create the Bill of Lading from. Next, select the File tab in the upper left corner of the screen (1) and select "Preview Layouts" (2).

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Layout	
A/R Delivery Note (Item) - CR (US) (System)	
Delivery Including Batch/SN (System)	
Orchestrated Bill of Lading DO	
Orchestrated Delivery	33
Packing List - CR (US) (System)	
Packing List (EhP) (System)	
Packing List (System)	
Packing Slip (EhP) (System)	*

Next, within the Choose Layout pop-up window select Orchestrated Bill of Lading DO.

Lastly, this will generate a Crystal Reports style Bill of Lading that you can print or save to your computer.

You can also generate a Pick & Pack Bill of Lading, a Warehouse Transfer Bill of Lading and a Warehouse Transfer Request Bill of Lading.