Multimicro Systems

Keep track of who has your samples

Lookup inventory for samples to see what you have in stock

Show which Salesperson is responsible for each sample

Keep track of Estimated Return and Action Dates for each sample

Create reports by Salesperson to be able to follow up on samples

Track the status of samples you have sold to make sure you receive payment

Sample Control System

The Sample Control System is designed to manage and control the inventory and distribution of your Samples. Entries in the Sample Control System allow you to keep track of what samples you have on hand, who has your samples, and who has purchased samples. The system tracks the salesperson in charge of each customer as well as what kind of sample they have.

Maintain a Sample Inventory

- Easily add and delete items from the sample inventory
- Easily check in and out samples to customers
- Easily lookup MFG code, salesman and customers when entering samples
- Easily track the value of your sample inventory by setting a cost for each sample

Keep track of the customers who have your samples

- Track the salesperson responsible to follow-up with each customer
- Track the date a sample was assigned to a customer
- Track estimated return date and action date for each assigned sample
- Track history of which customers had a sample in the past
- Track who you have billed for samples and if they have paid

Run reports to help maintain your sample inventory

- Print reports for salesman to be able to follow-up with a customer who has a sample
- Print reports to be able to follow-up on customers who you have billed for a sample, but have not paid
- Print a report of the total value of all samples in stock and assigned out

Read more about the Sample Control System at: www.multimicrosystems.com
Email your comments to: contact@multimicrosystems.com

# Sample Control System

Add Inventory

Click on the Add Sample Inventory menu option. Enter the MFG, Description and a Quantity. All other fields are not required, Click on Save.

Sample Lookup

Use the Lookup tab to find an in stock sample to check out. Search by salesman, customer, mfg or description. Click the record selector on the far left of the grid to display a record on the Sample Check In/Out tab.

Sample Check In/Out
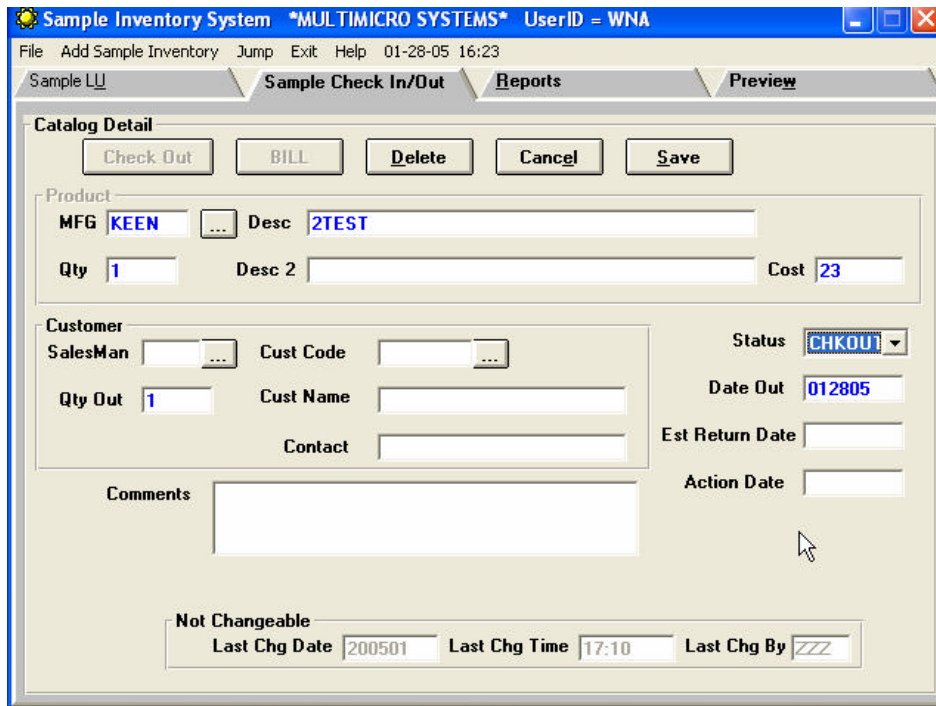
Use the Sample Check In/Out tab to make changes to the sample inventory. When you pull up a STOCK item, click on the Check Out button to be able to enter the Customer information. Click Save to make sure all changes are saved to the sample database.

Reports
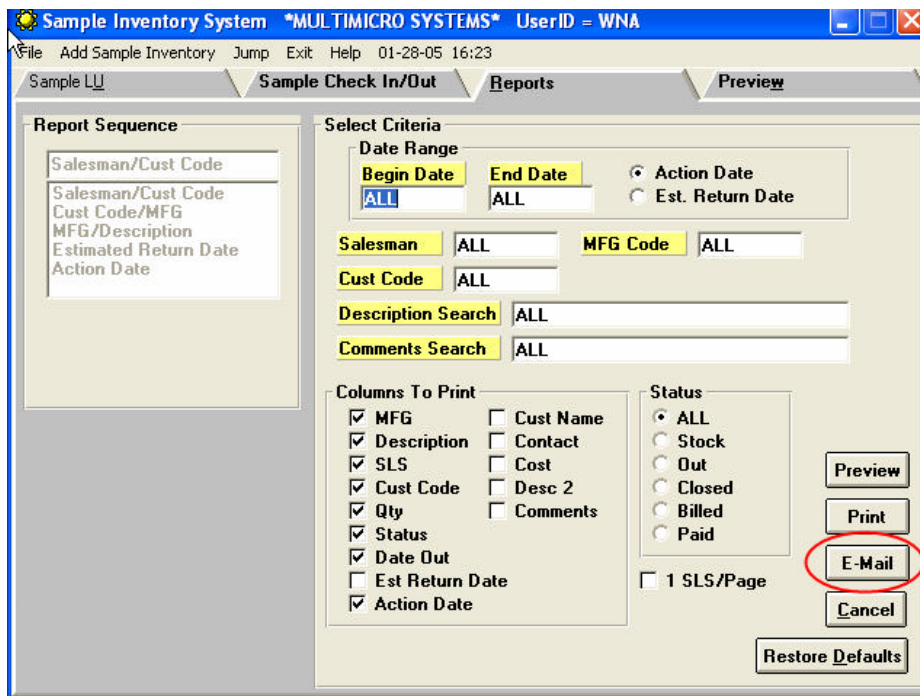
Run a report by salesman to be able to follow-up with customers that have borrowed samples. Click on the E-Mail button to send reports using the Sales Assistant E-Mail system in MS Excel, Notepad or Wordpad.