

EPOD ASN Report User Guide

Version: 1.0
Date: 10/02/2017
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Overview

The EPOD ASN report has been published to the EPOD web interface so that you will be able to login and view the ASN for a particular day.

Accessing ASN

Login to EPOD in the usual way



Please Login to the Downton SOUTH EAST DeliveryNET

Username:
Password:

Once you are logged in you will see your normal screen as below

Current User: Menzies Distribution - Maidstone XXXXXXXXXX DeliveryNET 10 February 2017

Wholesalers: Menzies Distribution - Maidstone House: (All Houses) ▼ Distributor: (All Distributors) ▼ Delivery Date: 10 Feb 2017 ▼ Delivery Sequence: (All Sequences) ▼

Magazine	Service	Cov Date	On Sale	Tape	Wrap	Copies	Bundles	Bund Wgt	Odds	Bund Sz	Weight	Sequence
ASB	ASB		ASB									
ASB	ASB		ASB									
ADVANCED CARP FISHING	NTS	MAR 17	14/2/2017	WHITE	CLEAR	1656	82	4.82	1	20	399.10	1
ALDI CHILDREN VALUE PACK	NTS	Go Jet 17	14/2/2017	WHITE	CLEAR	670	111	1.5	1	6	167.50	1
AMATEUR PHOTOGRAPHER	DAYTIME	18/02/17	14/2/2017	White	Clear	2280	76	4.85	0	30	368.60	1
ANGLERS MAIL	DAYTIME	14/21FEB	14/2/2017	White	Clear	5550	111	4.45	0	50	493.95	1

You will also see a new button on the top called ASN Report

ASN Report

If you click this button, it will take you to a new login page as below.

DOWNTON delivers

iMags Login

Username

Password

Login

Log back in using your normal login.

You will then be directed to your ASN Planner Report as below

[Logout](#) ASN Planner

Delivery Date: [View Report](#)

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Delivery Date	Wholesaler	Title	Cover Date	Service	Tape	Wrap	On Sale Date	Bundle Size	Seq	Bundles	Odds	Copies	Picked	Pallet Barcode	Truck Reg	Trailer	Despatched
10 Feb 2017	MENZIES DIST. MAIDSTONE	ADVANCED CARP FISHING	MAR 17	NTS	WHITE	CLEAR	14 Feb 2017	20	1	82	16	1656	1	39-324022	0	0	0
10 Feb 2017	MENZIES DIST. MAIDSTONE	ALDI CHILDREN VALUE PACK	Go Jet 17	NTS	WHITE	CLEAR	14 Feb 2017	6	1	0	0	612	1	39-320508	0	CMD1623	0
10 Feb 2017	MENZIES DIST. MAIDSTONE	ALDI CHILDREN VALUE PACK	Go Jet 17	NTS	WHITE	CLEAR	14 Feb 2017	6	1	9	4	58	1	39-320512	0	CMD1623	0
10 Feb 2017	MENZIES DIST. MAIDSTONE	AMATEUR PHOTOGRAPHER	18/02/17	DAYTIME [NTS]	White	Clear	14 Feb 2017	30	1	76	0	2280	1	39-324369	0	0	0
10 Feb 2017	MENZIES DIST. MAIDSTONE	ANGLERS MAIL	14/21FEB	DAYTIME [NTS]	White	Clear	14 Feb 2017	50	1	111	0	5550	1	39-324370	0	0	0
10 Feb 2017	MENZIES DIST. MAIDSTONE	ART THERAPY	PART 100	DAYTIME [P]	White	Beige	15 Feb 2017	20	1	16	0	320	1	39-324268	0	CMD1623	0
10 Feb 2017	MENZIES DIST. MAIDSTONE	ART THERAPY 50 MINDFUL PATTERN	PART 10	DAYTIME [P]	White	Beige	15 Feb 2017	30	1	16	0	480	1	39-324268	0	CMD1623	0
10 Feb 2017	MENZIES DIST. MAIDSTONE	AUSTRALIA & NZ MAGAZINE	Mar 17	DAYTIME [R]	White	Clear	14 Feb 2017	15	1	24	0	360	1	39-324024	0	CMD1623	0
10 Feb 2017	MENZIES DIST. MAIDSTONE	AUSTRALIA & NZ MAGAZINE	Mar 17	DAYTIME [R]	White	Clear	14 Feb 2017	15	1	3	0	45	1	39-324024	0	CMD1623	0
10 Feb 2017	MENZIES DIST. MAIDSTONE	CROSS STITCH GOLD	FEB 17/136	NTS	WHITE	CLEAR	14 Feb 2017	20	1	43	0	860	1	39-324272	0	0	0
10 Feb 2017	MENZIES DIST. MAIDSTONE	DIGITAL SLR PHOTOGRAPHY	124 MAR 17	NTS	WHITE	CLEAR	14 Feb 2017	20	1	62	5	1245	1	39-324271	0	CMD1623	0
10 Feb 2017	MENZIES DIST. MAIDSTONE	DRAW THE MARVEL WAY	PART 30	DAYTIME [P]	White	Beige	15 Feb 2017	50	1	7	0	350	1	39-324269	0	CMD1623	0
10 Feb 2017	MENZIES DIST. MAIDSTONE	ESTATES GAZETTE	11/02/17	IMMEDIATE	White	Clear	11 Feb 2017	20	1	0	0	0	0	0	0	0	0
10 Feb 2017	MENZIES DIST. MAIDSTONE	F1 COLLECTION	PART 23	DAYTIME [P]	White	Beige	15 Feb 2017	8	1	0	0	680	1	39-324026	0	CMD1623	0
10 Feb 2017	MENZIES DIST. MAIDSTONE	F1 COLLECTION	PART 23	DAYTIME [P]	White	Beige	15 Feb 2017	8	1	65	5	525	1	39-324027	0	0	0
10 Feb 2017	MENZIES DIST. MAIDSTONE	GT WESTERN RAILWAY JNL	ISSUE 101	NTS	WHITE	CLEAR	14 Feb 2017	50	1	10	18	518	1	39-324023	0	0	0
10 Feb 2017	MENZIES DIST. MAIDSTONE	IMPROVE COARSE FISHING	Issue 321	NTS	WHITE	CLEAR	14 Feb 2017	30	1	120	0	3600	1	39-324270	0	CMD1623	0

Details on the Report

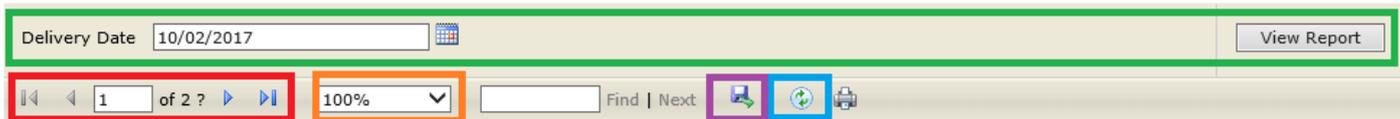
- Picked column will tell you if the title has been picked.
 - If a title is being delivered direct from the printer, then this column will always be 0
- Truck Reg column informs you of the vehicle the will be delivering the magazines
 - This will only be populated once a load has been dispatched
- Trailer column informs you of the trailer number the magazines are loaded on
 - This gets populated as the goods are loaded on to the trailer at the point of goods out
- Despatched column is populated with a 1 at the point the vehicle is set to leave the depot
 - If a title is being delivered direct from the printer, then this column will always be 0

Login Out

If you click the log out button at the top of the ASN page, then you will be directed back to the normal EPOD page

Toolbar

Below will explain the toolbar at the top of the report



- Green – To change the delivery date, click on the calendar next to the delivery date and select a new date then click on View Report button. The report will refresh with the new delivery date.
- Red – Page navigation, by clicking the arrows you will skip between pages on the report
- Orange – to be able to zoom in on the data on the report
- Purple – click on the save icon to down load the report in a format you select
- Blue – Refreshes the data on the report with the current delivery date that is selected