It would be simplest for us if the View version and edit version are the same, only difference being that some fields (in grey) are editable. Fine to switch between view and edit versions by clicking on edit icon at top

Dfs or SC

Credit Note reference ID for one or more credit notes issued against this order/invoice

Credit Note reference ID for one or more credit notes issued against this order/invoice

Edit Order Page

View/Edit Order

Order Details | Customer Details | Product Details | Shipping Details | History

Order No | Order Date | Date Modified | Status

Sales Region | Website | Complete

Invoice No | CN1 No | CN2 No

DfS Order Notes

Update

First level of customer type

We won't normally need to change any of this data (which comes from the customer database). However we may occasionally need to edit the data on the order – to change the invoice address, terms etc. Any changes won't affect the customer database.

Order Details | **Customer Details** | Product Details | Shipping Details | History

Customer No | Type 1 | Type 2 | Type 3

Organisation | Official Order

Name | Telephone

Email | Alt telephone

Inv address 1 | VAT number

Inv address 2

City | Post code

State | Country

Voucher 1 | Disc Amt 1 | Voucher 2 | Disc Amt 2

Terms | Prepay % | Credit Days | Payment Method

Promo Code | Discount | Discount Group | Status

Fixed Price | Private | Personal/Org | Hold

These are the customer's comments on the order – when, where to deliver etc

Customer instructions

These are DfS internal comments about the customer

Dfs Customer Comments

This is the country of the IP address.

IP Address | Country | Language

Borowser etc

Update

To delete product from order

To edit product quantity or supply-from warehouse region

As existing OC add product

As existing OC add voucher

These is the estimated unpacked weight of all the products in the order. Kg-est-nett

These is the estimated packed weight of all the products in the order. Kg-est-packed

These is the estimated unpacked volume of all the products in the order. Vol-est-nett

These is the estimated packed volume of all the products in the order. Vol-est-packed

This is the calculated cost from the shipping module

Total of all consignment weights for the order

Total of all consignment volumes for the order

Total of all consignment costs for the order

Tabs to switch between each dispatch record (there may be one or more dispatches per order)

Actual cost of consignment

Date of dispatch of consignment

Actual weight of consignment

Actual volume of consignment

Order Details | Customer Details | **Product Details** | Shipping Details | History

Supply from		Product Name	Tax Rate	Unit Price	Qty	Order Price	Customer Discount	Quantity Discount	Voucher Discount	Product Subtotal	Tax Subtotal	
IDN		10 Player Gamelan Budget 7 Key Starter Pack V-g7s30 5+ Years 5 Instruments • 5 Players • 10 Buddies	0%	£99,999.00	9,999	£99,999.00	£99,999.00	£99,999.00	£99,999.00	£99,999.00	£99,999.00	-- i
IDN		Dundun Set - Large (Doundoun, Djundjun) V-ddsetbL 5+ Years 5 Instruments • 5 Players • 10 Buddies	20%	£99,999.00	9,999	£99,999.00	£99,999.00	£99,999.00	£99,999.00	£99,999.00	£99,999.00	-- i
IDN		Class Percussion 30 Player Pack V-ddsetbL 5+ Years 5 Instruments • 5 Players • 10 Buddies	0%	£99,999.00	9,999	£99,999.00	£99,999.00	£99,999.00	£99,999.00	£99,999.00	£99,999.00	-- i

btotal	£99,999.00	£99,999.00	£99,999.00	£99,999.00	£99,999.00
Voucher Discount 2				£99,999.00	£99,999.00
Order Discount				£99,999.00	£99,999.00
Subtotal Goods				£99,999.00	£99,999.00

+ Add Product

+ Add Voucher

Update

Order Details | Customer Details | Product Details | **Shipping Details** | History

Calc Nett Kg | Calc Packed Kg | Calc Nett Vol | Calc Packed Vol | Calc Shipping Cost

Actual Packed Kg | Actual Packed Vol | Actual Shipping Cost

1 | 2 | 3 | 4

Shipping Date | Weight | Volume | Actual Shipping Cost

Courier | Dfs Notes

Tracking Numbers

Customer Comments

All address and contact fields default to order delivery address etc but maybe edited, e.g. to allow for an order being sent to multiple customer locations.

Organisation

Name | Telephone

Email | Alt telephone

Del address 1

Del address 2

City | Post code

State | Country

Update

As current OC tab

Order Details | Customer Details | Product Details | Shipping Details | **History**

Date	Status	Notify	Comment

Order Status | Notify Customer

Comment

+ Add Comment