

Dear Customers,

This is our new email program called Clear Facts. This new program will provide relevant information to help you receive better results from your Clear Sky Food & Beverage inventory software. Clear Facts will focus on one topic at a time and is intended to be short, concise, and to-the-point. I hope you will find Clear Facts helpful. Below is this week's topic.

### **Requisition and Issue – There IS a Difference**

Clear Sky Food & Beverage provides functions for “moving” products from one location to another. This is referred to as **Issue** in the system. However there is another function that complements the Issue function but is called **Requisition**. The Requisition function allows users to create REQUESTS for products for a particular location but does NOT actually “move” product from one location to another. Its purpose is basically to replace paper-based requisitions.



If you have created Requisitions in Clear Sky Food & Beverage, there are a few ways to view requisitions and determine if they have been fulfilled or not. One way is to run the Issue Request History report. On a desktop running Clear Sky Food or Beverage, click on the Reports button, then select the Issue Request History report, enter your desired date/time range, location, and product mix, then click the Preview button. Any Requisitions on this report will be identified by the word CREATE under the Type column. If these same Requisitions have been fulfilled, they will be identified by the word ISSUE under the Type column.

Remember the Requisition function is intended to replace “paper reqs” and save time for the associate fulfilling “reqs”. However it is perfectly acceptable to skip the Requisition function and go directly to the Issue functions. The Issue functions are the tools for moving product from one location to another.

For additional support on the above topic contact the Clear Sky Software Help Desk at 704-554-6300 or [support@clearskysoftware.com](mailto:support@clearskysoftware.com)

For sales inquiries contact Jay Williams at 704-568-5544 or [jay@clearskysoftware.com](mailto:jay@clearskysoftware.com)

The information provided in Clear Facts pertains to the new software Clear Sky Beverage and Clear Sky Food. If you are using the BICS system you should convert to Clear Sky Beverage and purchase Clear Sky Food. If you have a current Software Maintenance Program (SMP) you are entitled to Clear Sky Beverage at no additional cost.