

Recommended Routines SOLO

Note that you will find detailed instructions on how to practically go about all the routines mentioned below via our How To Guides on our website - Promosoft.nu

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1. Over view Routines

Routines	Frequency
1. Initial Forecast New Articles	When nessecary
2. Control and adjust Forecast Errors	Once per period
3. Optimization group & classification	Once per period
4. Control of lead times and lead time deviation	Once a year
5. Suppliers Performance	Once a year
6. Schedule Purchase Order Suggestion	When necessary
7. Season Simulation and Analysis	Once a year

SOLOs Periods

Because SOLO divides its periods into 28 days a year consists of thirteen periods. Regardless of the year the period breakdown looks as follows:

Period	Dates
01	1 Jan - 28 Jan
02	29 Jan - 25 Feb
03	26 Feb - 25 March
04	26 March - 22 April
05	23 April - 20 May
06	21 May - 17 June
07	18 June - 15 July
08	16 July - 12 Aug
09	13 Aug - 9 Sept
10	10 Sept - 6 Oct
11	7 Oct - 3 Nov
12	4 Nov - 1 Dec
13	2 Dec - 31 Dec

2. Initial Forecast – New Articles

New articles that are imported to SOLO does not receive a forecast automatically and therefor needs to be adjusted manually.

Note that if you buy initial volumes of added items, the long-term demand will eventually generate a forecast in SOLO, though it may take a couple of periods before an accurate forecast is generated and it is therefore advisable to add a forecast manually. The exception is if you buy a volume which is expected to last at least a couple of 4-week periods.

3. Control and adjust Forecast Errors

In order to quickly catch items that has increased/decreased in sales, SOLO has a function which helps you identify these topical articles. For SOLO to be able to present a purchase proposal as relevant as possible – you need to analyze and adjust any forecast errors that might occur after a shift in periods.

Tip!

By analyzing your forecast errors you are able to quickly determine which, if any, articles that could be phased out if demand is below what is desired. And vice versa, you are also able to identify any items that has had a significant increase in demand recently and thereby take relevant action.

4. Optimization group & Classification

The demand for an article often change over time, additional to that you most likely have articles new to the assortment as well as those that has been inactivated.

To ensure that your assortment is well represented via optimization groups, these needs to be re-calculate at a regular basis to make sure articles are categorized accordingly. This is to ensure that the articles, based on the new conditions, have the correct service levels.

Tip.

Start by searching for newly added *Order Items* and place them in correct optimization group.

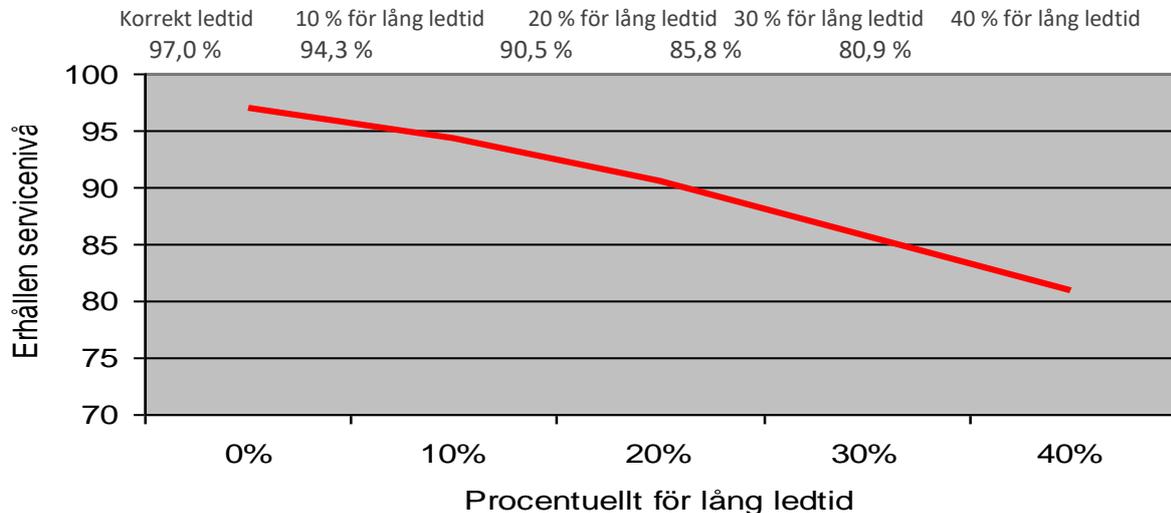
In the optimization group for order items – search for items with a handling code Blocked and/or Inventory and move them to topical optimization group.

Then search for items with handling code Blocked and place them in correct optimization group.

In the optimization group for Blocked Items – search for items with a handling code Inventory and/or Transit and move them to topical optimization group.

5. Control of lead time and lead time deviation

Lead times and any deviations should be evaluated once or twice a year to ensure that you have the most recent statistic available in SOLO. For you to reach the set service levels this info needs to be as accurate as possible.



Källa: Mattsson, S-A. (2003): Ledtidens och ledtidvariationens betydelse för säkerhetslagrets storlek, Institutionen för teknisk ekonomi och logistik, Lunds universitet.

You have the possibility to evaluate lead times and any deviations via SOLO Dashboard where statistics on orders which has been placed in SOLO is available. This is possible on a supplier level as well as on specific articles.

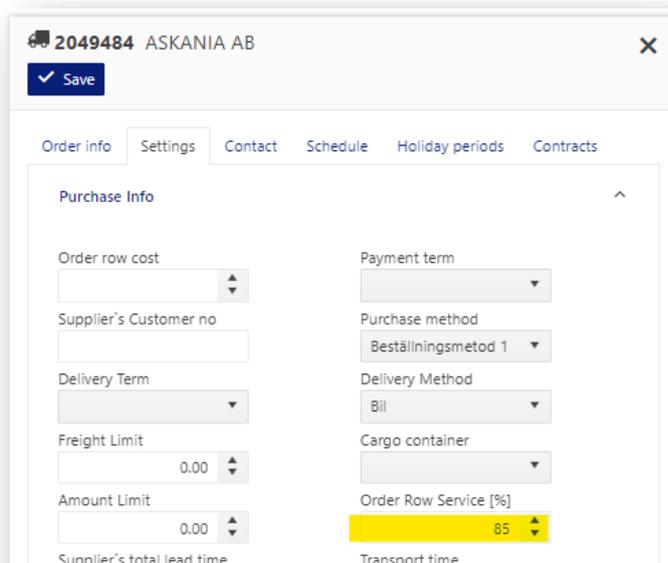
Due to the fact that SOLOs lead time deviation is calculated in relations to actual lead time, it is of importance that you start by adjusting your main lead time before you do anything to the lead time deviation. A recommended routine could also be that you in SOLO filter on your suppliers and make sure none of them has zero in lead time setting.

Please note that even minor changes in lead time deviation can have a significant impact on your safety stock so it is of importance that you have as relevant data as possible.

6. Suppliers Performance

How well a supplier delivers is available for evaluation via SOLO Web as well as SOLO Dashboard. If you then want SOLO to take this into consideration upon creating its Order Proposals, there is a field to be used. This data will affect the Safety Stock (MAD) due to SOLO suggesting a purchase earlier than if service were to be 100%. And by that you are able to meet your potential customer need to a higher degree.

Note that with this said, certain suppliers might perhaps be of bigger importance to evaluate than others.



2049484 ASKANIA AB

Save

Order info Settings Contact Schedule Holiday periods Contracts

Purchase Info

Order row cost

Supplier's Customer no

Delivery Term

Freight Limit 0.00

Amount Limit 0.00

Supplier's total lead time

Payment term

Purchase method Beställningsmetod 1

Delivery Method Bil

Cargo container

Order Row Service [%] 85

Transport time

7. Schedule Purchase Order Suggestion

SOLO presents you the possibility to schedule how often/seldom you wish to receive order proposals on certain suppliers. Besides being a great function for structure and routines – this function also helps you reach set service settings on your optimization groups.

If not scheduled, SOLO might assume that purchase from a certain supplier is possible each and every day, which it seldom is.

8. Season Simulation and Analysis

If you have created a season and linked part of your assortment to it, it is of importance that you re-evaluate it yearly. This is easily done by simulating articles linked to a certain season in SOLO App and then comparing the result (green line below) with the settings made (blue line below).

