

Analysis Tools: What is the procedure to adjust pending Purchase Order and pending Sale Order?

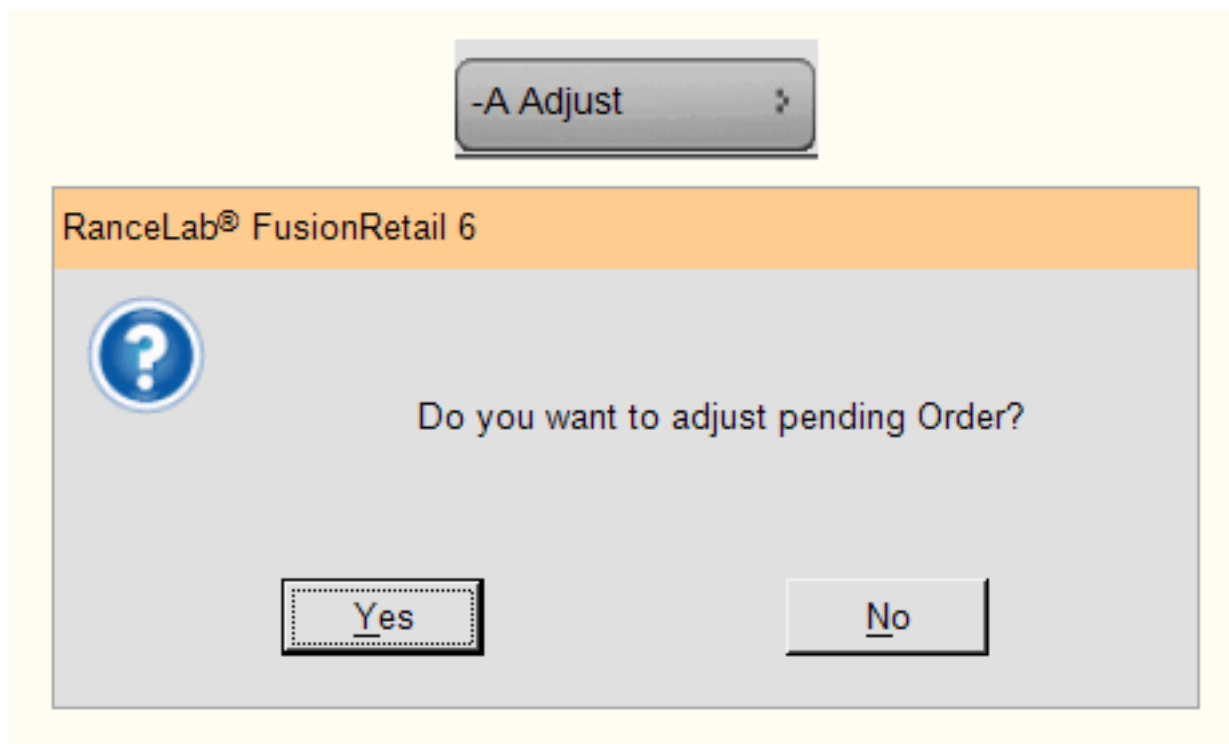
It might happen that some of the PO or SO is no more required to be executed, however these order will keep showing in the pending order list.

You might want a way to mark these order so that they do not appear in the pending order list.

You can adjust those pending Purchase and Sale Order in FusionRetail 6.

Please follow the steps to adjust the pending orders:

1. Go to the [Sale Order Register](#) or [Purchase Order Register](#).
2. Select the order numbers you want to adjust.
3. Click on Adjust button (**Alt + A**)



For more information please view:

- http://www.rancelab.com/help/fr6_purchase_order_register.htm
- http://www.rancelab.com/help/fr6_sales_order_register.htm

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