

Automatic Purchase Records

Automatic Purchase Records

Purpose and when to use this record

Review a system-generated replenishment proposal and the purchase orders it created from reorder demand.

At a glance

- **Identify it by:** the identifying information shown on the screen.
- **Why care:** Warehouse, item, unit, quantity, and cost must describe the same physical movement. A wrong warehouse or unit can make availability and valuation misleading.

Before you begin

You need the Brisk permission for the action you are taking on automatic purchase records. If a Create, Edit, or Delete control is absent, do not work around it with another user's account; ask an administrator to review your role.

Delete an Automatic Purchase Record

Delete this Automatic Purchase Record only when it was entered by mistake and no downstream history depends on it. Use a reversal, void, credit, counter-adjustment, or status correction for a real event that later changed.

Before confirming, check for related **Purchase Orders**. Brisk may refuse deletion when another record depends on this one; resolve the duplicate or use the supported correction workflow instead of breaking the trail.

On the confirmation page, verify the identifying information shown on the screen. After confirmation, return to the Automatic Purchase Records list and make sure only the intended

Automatic Purchase Record was removed.

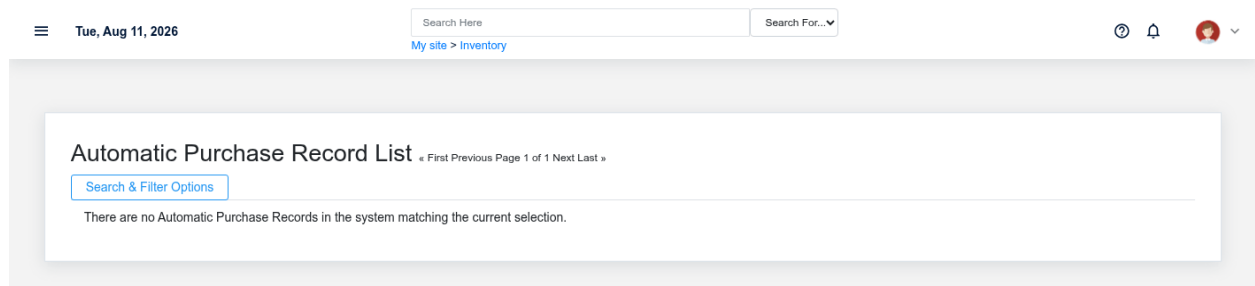
Review Automatic Purchase Record details

Use the detail page as the shared record of what this Automatic Purchase Record currently means. Verify the identifying information shown on the screen before relying on it for a decision.

Compare the Automatic Purchase Record with its source document or approved setup request before deciding that it needs correction.

Next check: Open the linked purchase orders and confirm vendors, warehouses, quantities, and costs before sending commitments to suppliers.

Find and review automatic purchase records



The Automatic Purchase Records list screen in the Brisk documentation demo.

Use the Automatic Purchase Records list to find the correct record before opening or changing it. Compare the identifying information shown on the screen. Compare the full identifier rather than relying on a similar name.

Open the Automatic Purchase Record whose the identifying information shown on the screen match the task. If it is missing, clear the list filters and recheck the identifying information shown on the screen rather than creating a replacement immediately.

Fields and business rules

Brisk stores 0 user-relevant fields for this Automatic Purchase Record, including 0 linked-record selections and 0 controlled-choice fields. Create and edit screens may hide calculated or workflow-managed values from this full reference.

Field	Required	What it controls
-------	----------	------------------

What happens next

Open the linked purchase orders and confirm vendors, warehouses, quantities, and costs before sending commitments to suppliers.

Common mistakes and troubleshooting

- **The values look right but the result is wrong:** Compare this Automatic Purchase Record with the source document or approved setup decision, then check the downstream screen where it is used.