



# GLOBALBAKE CRITICAL CHECKLIST FOR DEPLOYMENT

## EXISTING REPORTS

PULL DATAPAX REPORTS  
PULL EXISTING REPORTS USED

## COMPANY DETAILS

Order Handling and Screen Workflow  
Production Options  
Invoice Designer  
CUSTOMER Credit Limits and Colors

## CUSTOMER

\*\*GL Information if necessary  
\*\*Customer Type  
\*\*Account Number  
Customer Addresses Contact Info Alpha key, Name, Postal Address, Delivery Address, Phone.  
Contact Information/Optional  
Standing or Shadow Orders  
Specialized Pricing -- Price Books  
Route Number  
Invoice and Statement Frequency, and Terms  
Head Office Accounts Relationships  
Internal or Sales Sample Accounts  
Sales History for Forecasting  
Keep or Delete Inactive Customers  
Accuracy of Data  
Change Customer Status

## ROUTES

\*\*Sales Area  
\*\*Route Number  
Route Delivery Days: 7 Days a week  
Customer Delivery Days

## VENDORS (GL REQUIRED)

Vendor information

## ACCOUNTS RECEIVABLE

TRAINING AND OPEN BALANCES  
OPEN INVOICES

## GO CODES AND LICENSES

LICENSE REQUIRED FOR TRAINING

## INGREDIENT INFORMATION

\*\*Groups  
\*\*Item Codes  
\*\*Descriptions  
\*\*Stock Units Definitions of UNITS needs to be provided  
Recipe Units Definitions of UNITS needs to be provided  
Recipe Units Per Stock Unit Definitions of UNITS needs to be provided  
Weight Per Recipe Unit Definitions of UNITS needs to be provided  
Cost Type  
Nutritional 100 Gram Analysis  
Allergens Qualifications

## MUI & PIP'S - CANNOT EXIST WITHOUT A RECIPE TIED TO MUI OR PIP

\*\*Item Code  
\*\*Group  
\*\*Units  
\*\*Recipe Code  
\*\*Bake Units Number of times to execute RECIPE to YIELD one unit of this product

## FINISHED PRODUCT

\*\*Item Codes  
\*\*Product Groups  
Descriptions  
Base Selling Price  
Selling Units Definitions of UNITS needs to be provided  
Bake Unit Definitions of UNITS needs to be provided  
UPC if required  
Per Tray Information  
On-Plan or Demand Based  
Nutritional Serving Info If Required

## RECIPES - HEADER

\*\*Recipe Code Unique Identifier for the recipe  
\*\*Yield Field Number Required. Eaches. Ball of dough --- Dependent on Reprinting requirements  
\*\*Bake Type  
*Figuring out production flow and Location  
WorkCenter - Mixing, Shaping, Forming, Baking, Finishing, Cooling, Packaging, etc...  
Who needs what type of information on the floor*  
Department  
Min or Max Batch Weight  
Fixed or Variable Man Minutes  
Estimated Price Information  
Moisture Loss  
Batch Adjustment Adjusting the overall yield of Recipe

## LINKING - RECIPE LINES Can be Ingredients, MUI'S, PIP'S, or Finished Products

Product Lines on Recipe Weights and Quantities  
Waste  
Water Line  
Flour Line