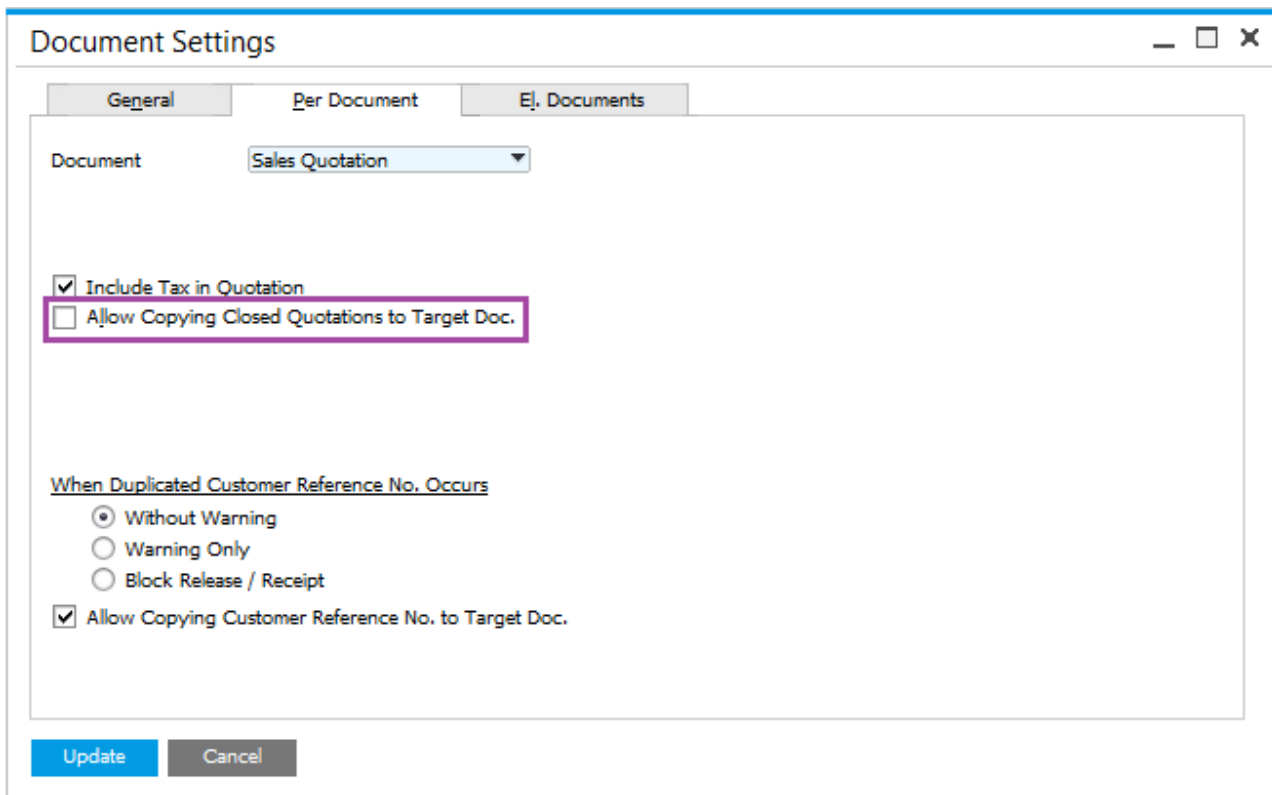


Closed Sales Quotations Can Be Copied Forever

Created a sales quotation last month, copied to a sales order and delivered the goods. The sales quotation is closed, it's a new month and you have to do it all over again... Not anymore! SAP Business One enables you to skip the first step, save effort and maintain your company database size. You can define whether closed sales quotations can be copied to target documents.

In Administration > System Initialization > Document Settings > Per Document tab, select "Sales Quotation" and then select the checkbox "Allow Copying Closed Quotations to Target Doc."



The screenshot shows the 'Document Settings' dialog box in SAP Business One. The 'Per Document' tab is selected, and the 'Document' dropdown is set to 'Sales Quotation'. The checkbox 'Allow Copying Closed Quotations to Target Doc.' is highlighted with a red box. Other visible options include 'Include Tax in Quotation' (checked), 'When Duplicated Customer Reference No. Occurs' (radio buttons for 'Without Warning', 'Warning Only', 'Block Release / Receipt'), and 'Allow Copying Customer Reference No. to Target Doc.' (checked). The 'Update' and 'Cancel' buttons are at the bottom.

Now whenever you display a sales quotation with status "Closed" the "Copy To" button is enabled, letting you copy the closed sales quotation to target document of your choice, as many times as required.

Available in SAP Business One, version for SAP HANA and SAP Business One.