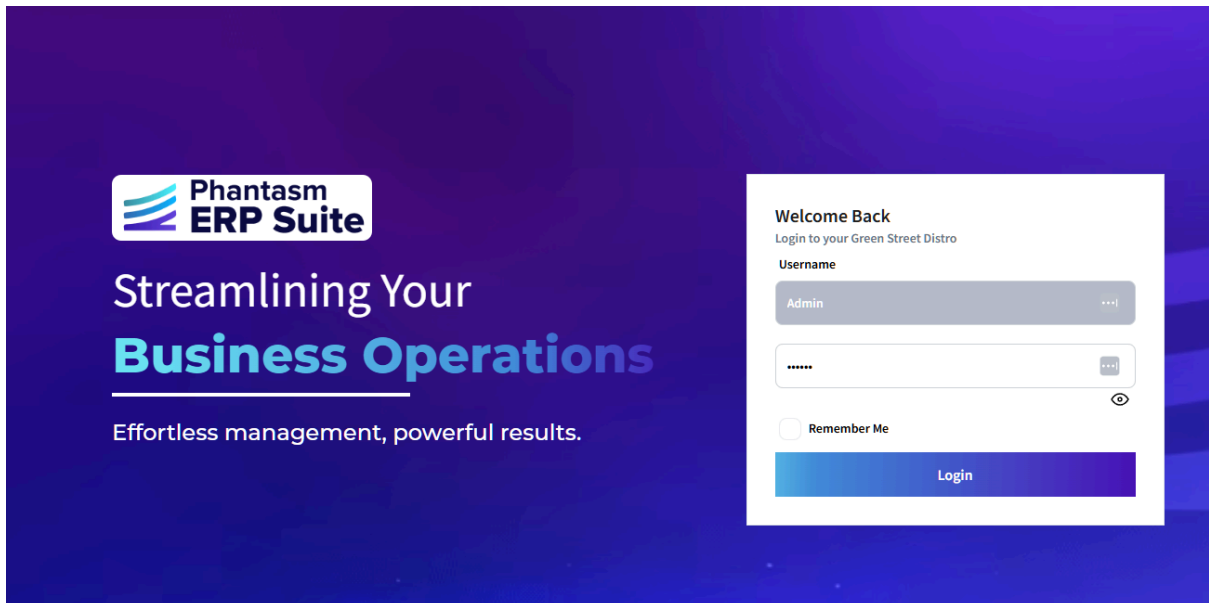


# GSD Order fulfilment - Demo Overview

1. Login to the **Green Street Distro ERP** backend with Admin Credentials with the link below

<https://begsd.phantasm.digital/>

With the Username and Password



**Phantasm ERP Suite**

Streamlining Your  
**Business Operations**

Effortless management, powerful results.

**Welcome Back**  
Login to your Green Street Distro

Username

Admin

\*\*\*\*\*

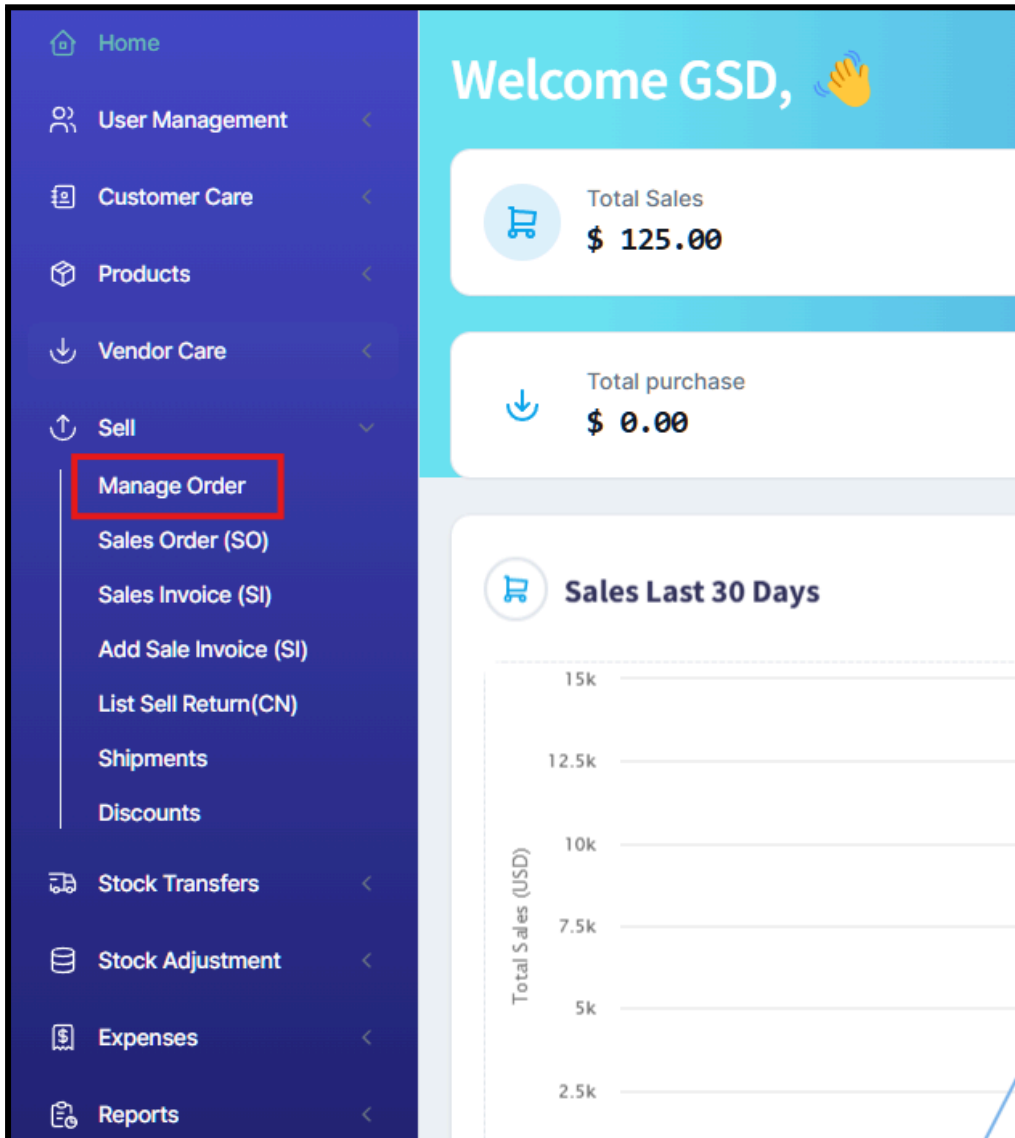
Remember Me

Login

## 2. Accessing Orders in Backend

To begin processing orders:

- Navigate to the **Manage Orders** section



- You will see a list of incoming orders

**Manage Orders** History

Pending
Processing
Packing
Cancelled

Show 25 entries

[Filters](#)
[Export CSV](#)
[Export Excel](#)
[Print](#)
[Column visibility](#)
[Assign Picker](#)
[Priority](#)

Sales Order	Name	Final Total	Status	Payment Status	Paid Amount	Sale Date	Picking Status	Action
SO2025/0017	Mr. User test Charas Shark	0.0000	Ordered	Due		2025/03/25	Not Assigned	Cancel
SO2025/0018	Mr. User test Charas Shark	0.0000	Ordered	Due		2025/03/25	Not Assigned	Cancel
SO2025/0021	Mr. Mayank Shukla Backend pvt	342.5000	Ordered	Due		2025/03/25	Not Assigned	Cancel
SO2025/0023	Mr. Mayank Shukla Backend pvt	270.0000	Ordered	Due		2025/03/25	Not Assigned	Cancel
SO2025/0024	Mr. Mayank Shukla Backend pvt	270.0000	Ordered	Due		2025/03/25	Not Assigned	Cancel
SO2025/0025	Mr. User test Charas Shark	280.0000	Ordered	Due		2025/03/25	Not Assigned	Cancel
SO2025/0026	Mr. User test Charas Shark	400.0000	Ordered	Due		2025/03/25	Not Assigned	Cancel
SO2025/0028	Mr. User test Charas Shark	400.0000	Ordered	Due		2025/03/25	Not Assigned	Cancel
SO2025/0029	Mr. Mayank Shukla Backend pvt	777.5000	Ordered	Due		2025/03/25	Not Assigned	Cancel
SO2025/0030	Mr. Mayank Shukla Backend pvt	160.0000	Ordered	Due		2025/03/25	Not Assigned	Cancel
SO2025/0032	Mr. Mayank Shukla Backend pvt	106.9800	Ordered	Due		2025/03/25	Not Assigned	Cancel
SO2025/0033	Mr. Abhisek Test Charas Mark	150.0000	Ordered	Due		2025/03/25	Not Assigned	Cancel

### 3. Viewing Order Details

Click on the order you wish to fulfill. You will be able to view:

- Order ID
- Product Details (Name, Quantity, Price)
- Total Bill
- Due Amount (If the payment was placed “on account”)

**Order No.:** #SO2025/0017  
**Status:** Ordered

**Business Name:** Charas Shark  
**Customer name:** Mr. User test

**Address:** Charas Shark, Mr. User test, 410 Trousdale Pl, Beverly Hills, CA 90210, USA, Beverly Hills, CA, US, 90210  
**Mobile:** 0000000000  
**Email:** dalixo3398@eligou.com

**Shipping:** shippin address

[Sells Note](#)
[Activity](#)
[Columns](#)

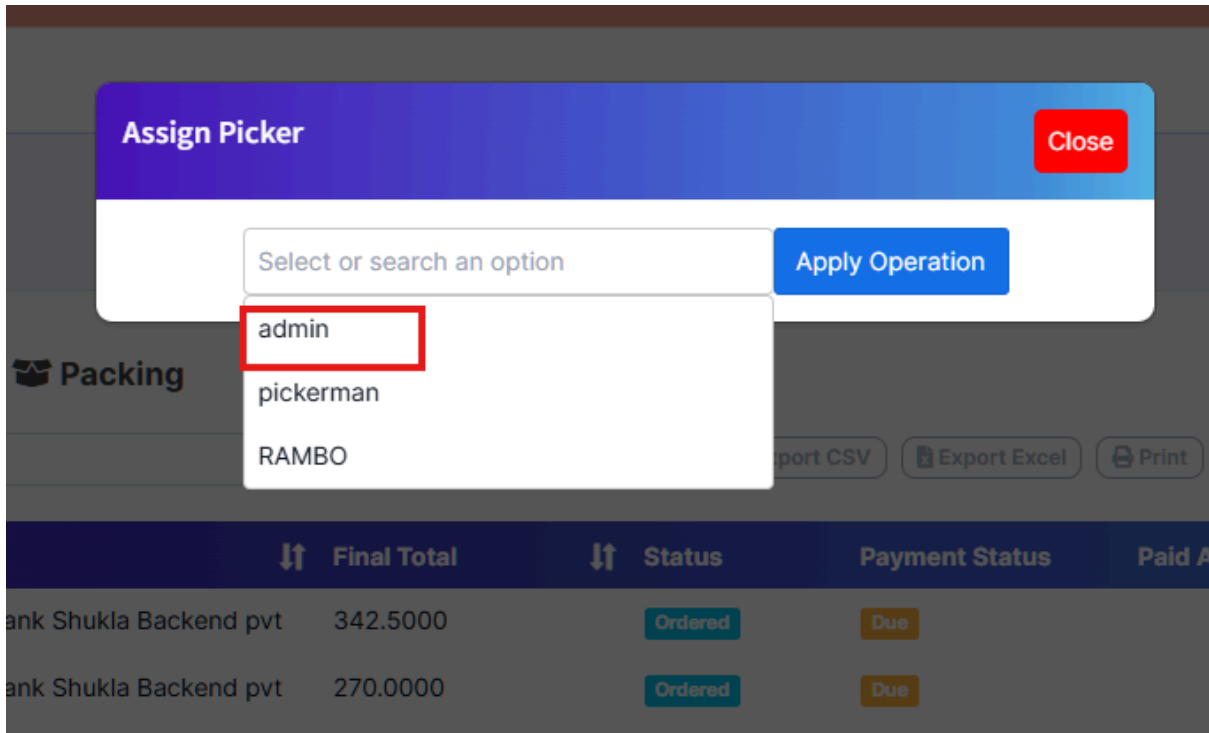
#	Product	Quantity Remaining	Action	Unit Price	Quantity	Discount	Tax	Price Inc. tax	Subtotal
1	HALF BAK'D PURI FRYD DIAMONDS THC-A SAUCE 2GM DABS 6CT/ BOX - Flavor - STRAWBERRY COUGH (SATIVA), vari-8010- , Half Bakd	1.00 Pct(s)	<a href="#">Item History</a>	0.00	1	0.00	\$ 0.00	\$ 0.00	\$ 0.00
2	HALF BAK'D PURI FRYD DIAMONDS THC-A SAUCE 2GM DABS 6CT/ BOX - Flavor - LEMON KUSH (HYBRID), vari-8011- , Half Bakd	1.00 Pct(s)	<a href="#">Item History</a>	0.00	1	0.00	\$ 0.00	\$ 0.00	\$ 0.00
3	TRINITY HEMP SPIN IT SWITCH IT D8 + THCA + HHC + LIVE RESIN 6GM DUAL FLAVOR DISPO SCT BOX - Flavor - PINK PANTIES + MAJU WOWIE, vari-7948- , Trinity Hemp	1.00 Pct(s)	<a href="#">Item History</a>	0.00	1	0.00	\$ 0.00	\$ 0.00	\$ 0.00
4	TRINITY HEMP SPIN IT SWITCH IT D8 + THCA + HHC + LIVE RESIN 6GM DUAL FLAVOR DISPO SCT BOX - Flavor - APPLE FRITTER + BUBBA KUSH, vari-7950- , Trinity Hemp	1.00 Pct(s)	<a href="#">Item History</a>	0.00	1	0.00	\$ 0.00	\$ 0.00	\$ 0.00

<b>Order Tax:</b>	(+)	<b>ML Tax -</b>	\$ 0.00
<b>Shipping:</b>	(+)		\$ 0.00
<b>Round Off:</b>			\$ 0.00
<b>Discount:</b>	(-)		0.00
<b>Total:</b>			\$ 0.00

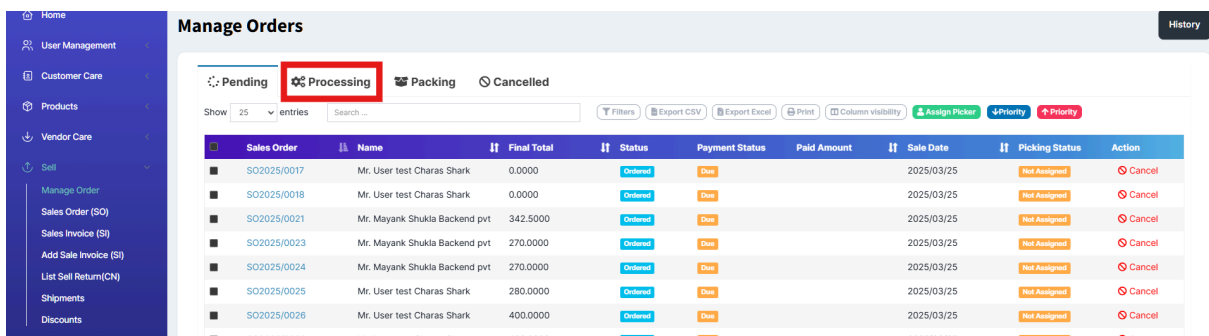
### 3. Assigning a Picker

To begin fulfillment:

- Select the order
  - Assign a **Picker** from the dropdown
- In this example, "Admin" was assigned as the picker



- The order status will automatically move to **Processing**



## 4. Picking the Order

- From the stock quantity, input the **picked quantity** matching the order
- Click **Finish Picking**
- Once complete, the system will show **100% Picking Quantity**

The screenshot displays a picking interface with a table of products and a 'Finish Picking' button. The table has columns for Product, SKU, Barcode, Stock, Ordered, and Picked. The 'Picked' column contains input fields with minus and plus buttons. A '100.00%' progress indicator is visible in the top right corner, and the 'Finish Picking' button is highlighted in the bottom left corner.

Product	SKU	Barcode	Stock	Ordered	Picked
D8FLIGHT EXOTICS D8 + D9 + THCv + THCA LIQUID DIAMONDS 3000MG GUMMIES 10CT BAG	prod-7875		498.0000	2	2
HALF BAK'D PURI FRYD DIAMONDS THC-A SAUCE 2GM DABS 6CT/ BOX	vari-8010-		514.0000	4	4
HIGH HEMP ORGANIC WRAPS POUCHES 2 CT/25 PK	prod-6246		496.0000	4	4
NORTH VISION 15ML 15,000 PUFFS DISPOSABLE VAPE - DISPLAY OF 5	prod-7260		497.0000	3	3
TORCH HULK D9 + THCP LIVE RESIN 15,000MG GUMMIES 20CT JAR	prod-7799		495.0000	5	5
TWISTED HEMP CONES PRE-PRICED 2PK (0.99c) 10CT POUCH	vari-6297-		499.0000	1	1
TWISTED HEMP FULLY TWISTED PREMIUM ROLLING PAPER 10 CT BOX	vari-6303-		495.0000	4	4

## 5. Move to Packing

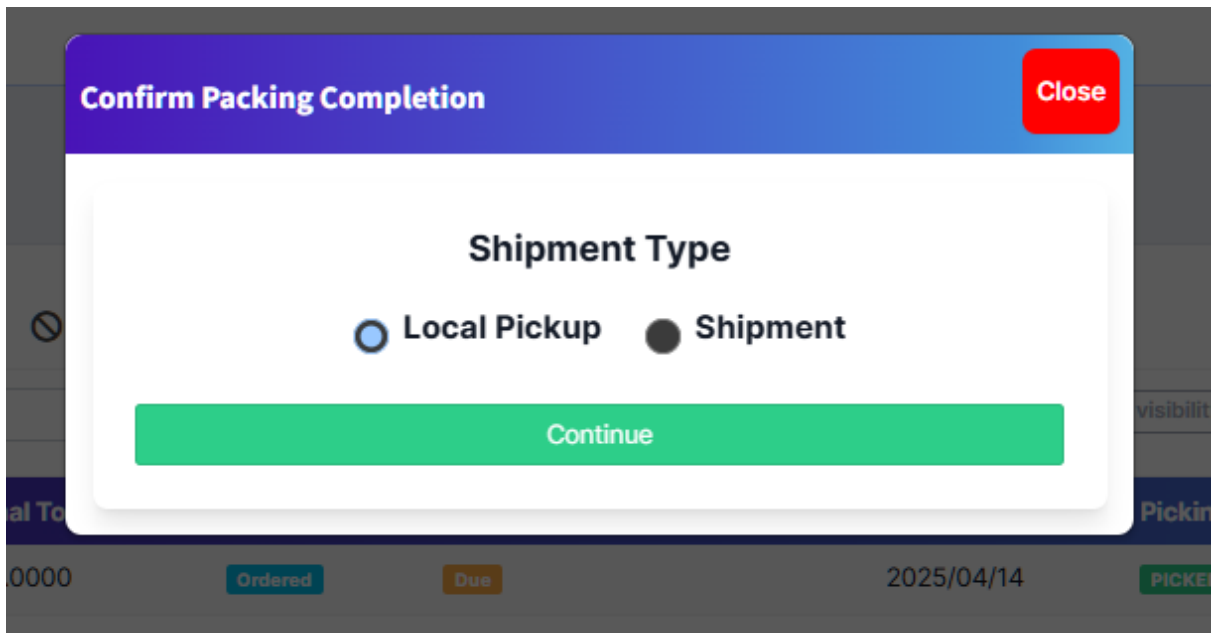
- Select the picked order
- Click to **Move to Packing**
- The order will now appear in the **Packing** stage

The screenshot displays the Order Management interface with the 'Packing' stage selected. The table shows a single order with columns for Sales Order, Name, Final Total, Status, Payment Status, Paid Amount, Sale Date, Picking Status, Picking Time, Picked Qty, Qty Amount, and Action. The 'Picking Status' is 'PICKED' and the 'Action' is 'Make Shipment'.

Sales Order	Name	Final Total	Status	Payment Status	Paid Amount	Sale Date	Picking Status	Picking Time	Picked Qty	Qty Amount	Action
SO2025/0145	Mr. Uma Sahni Backend pvt	63.0000	Ordered	Due		2025/04/14	PICKED	N/A	1	63.00	Make Shipment

## 6. Creating the Shipment

- From the Packing stage, proceed to create the shipment
- Update shipping method from **Local Pickup** to **Shipment**



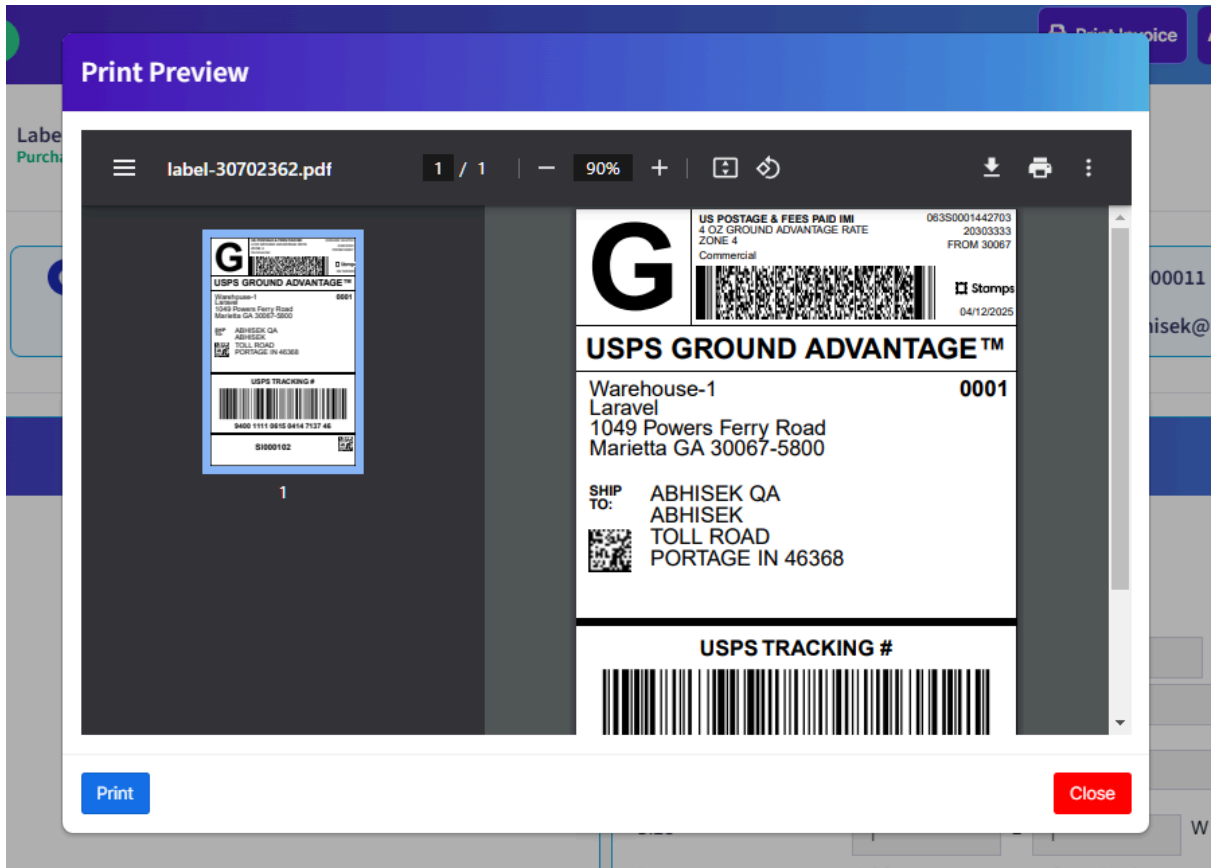
→ ⚠ You will see a precautionary warning before changing the method

- Enter shipment details including:
  - Warehouse
  - Weight
  - Parcel Service
  - Package Size

Shipment		Apply Preset
Shipment Date	<input type="text" value="04/18/2025"/>	
Ship From	Warehouse-1	
Weight	<input type="text" value="0"/> (lb) <input type="text" value="1.00"/> (oz)	
Service	<input type="text" value="UPSC Parcel Select Ground"/>	
Package	<input type="text" value="Package"/>	
Size	<input type="text" value="1"/> L <input type="text" value="1"/> W <input type="text" value="1"/> H	
Rate	4.08 <a href="#">Cost Review</a>	
Delivery	----	

## 7. Cost Review & Shipping Label

- Click **Review Cost** to see shipping estimates by day and rate
- Once reviewed, click **Create and Print Label**
- An invoice will be generated automatically



## 8. Reviewing Invoice and Payment Status

- Go to the **Sales Invoice** section
- View invoice details:
  - Quantity
  - Pricing
  - Payment Status
- If the payment was made on account, the **status will remain “Due”**

Sell Details ( Invoice No. : SI000114 )  
Date: 04/18/2025

[Packing Slip](#)
[Print Invoice](#)
[Save](#)
[Close](#)

<b>Invoice No. :</b> #SI000114 <b>Status:</b> Final <b>Payment Status:</b> Due	<b>Sales Orders:</b> <b>Sales Order</b> <b>Date</b> SO2025/0016    03/25/2025 10:49 AM	<b>Business Name:</b> Charas Mark <b>Customer name:</b> Mr. Abhisek Test	<b>Address:</b> Charas Mark, Mr. Abhisek Test, 415 5th Ave, New York, NY 10016, USA, New York, NY, US, 10016 Mobile: 1111111111 Email: abhisek@phantasm.co.in	<b>Shipping:</b> shipping address
--	--	--	--	--------------------------------------

Products:

[Add](#)    [Add Note](#)    [Activity](#)    [Columns](#)

#	Product	Action	Unit Price	Quantity	Discount	Tax	Price Inc.	Subtotal
1	HIGH HEMP ORGANIC WRAPS POUCHES 2 CT/25 PK - Flavor - FUZZY PEACH, prod-6246 , High Hemp	<a href="#">Item History</a>	0.00	4	0.00	\$ 0.00	\$ 0.00	\$ 0.00
2	TORCH HULK D9 + THCP LIVE RESIN 15,000MG GUMMIES 20CT JAR - Flavor - WATERMELON LEMONADE, prod-7799 , Torch	<a href="#">Item History</a>	0.00	5	0.00	\$ 0.00	\$ 0.00	\$ 0.00
3	TWISTED HEMP FULLY TWISTED PREMIUM ROLLING PAPER 10 CT BOX - Flavor - LEMON OG, vari-8303 - , Twisted Hemp	<a href="#">Item History</a>	0.00	4	0.00	\$ 0.00	\$ 0.00	\$ 0.00
4	NORTH VISION 15ML 15,000 PUFFS DISPOSABLE VAPE - DISPLAY OF 5 - Flavor - BLUEBERRY WATERMELON, prod-7260 , North	<a href="#">Item History</a>	0.00	3	0.00	\$ 0.00	\$ 0.00	\$ 0.00
5	HALF BAK'D PURI FRYD DIAMONDS THC-A SAUCE 20M DABS 6CT/ BOX - Flavor - STRAWBERRY COUGH (SATVA), vari-8010 - , Half Baked	<a href="#">Item History</a>	0.00	4	0.00	\$ 0.00	\$ 0.00	\$ 0.00
6	DBFLIGHT EXOTICS D8 + D9 + THCV + THCA LIQUID DIAMONDS 3000MG GUMMIES 10CT BAG - Flavor - PASSION FRUIT, prod-7875 , D8 flight	<a href="#">Item History</a>	0.00	2	0.00	\$ 0.00	\$ 0.00	\$ 0.00
7	TWISTED HEMP CONES PRE-PRICED 2PK (0.99c) 10CT POUCH - Flavor - BLUE BANANA, vari-8297 - , Twisted Hemp	<a href="#">Item History</a>	0.00	1	0.00	\$ 0.00	\$ 0.00	\$ 0.00

Payment Info:	Total Payable:\$ 0.00	Total paid:\$ 0.00	Total remaining:\$ 0.00
---------------	-----------------------	--------------------	-------------------------

#	Date	Reference No	Amount	Payment mode	Payment note	Order Tax:	ML Tax - \$ 0.00
						(+)	
						(+)	\$ 0.00
							\$ 0.00
							\$ 0.00
						(-)	0.00 %
							\$ 0.00