Create a Production Order Category

How to Create a Production Order Category in Muhasib ERP

Overview

This guide will help you create an approved category for organizing production orders.

The category becomes available in allowed Production Order entry and reporting.

Who can do this

You need access to ProductionOrderCategoryAdd; update/delete rights are separate.

Before you start

Confirm unique name, reporting purpose, supported attributes, and approval.

> Before saving, check that the correct company is open and that you have permission to complete this task.

Where to find it

Back Office → Manufacturing → Production Order Category.

Create a Production Order Category

Step 1: Search for an equivalent category

Step 2: Select New Record

Step 3: Enter the approved name and details

Step 4: Confirm it supports a lasting reporting distinction

Step 5: Save once

Check your work

Reopen it and confirm it appears in the Production Order selector.

> Take a moment to check your work before closing the window. This small check can save time later.

If something goes wrong

- Avoid categories that duplicate statuses or work processes.
- Retire rather than remove historically used categories where possible.

Related guides

- Create a Production Order
- Review Production Orders
- Retire a Manufacturing Setup Record Safely

What to do next

> **Create a Production Order**.

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