Create a Production Order

How to Create a Production Order in Muhasib ERP

Overview

This guide will help you create a production order with an initiated status and approved production scope.

Muhasib assigns a transaction number and stores the order for nested production processing.

Who can do this

You need access to ProductionOrderAdd plus category, product, fiscal-year, and related master.

Before you start

Confirm active fiscal year, category, document/reference, dates, products, quantities, BOMs, locations, 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.

Create a Production Order

Step 1: Select New Record

Step 2: Confirm the default Initiated status

Step 3: Enter document number/reference, dates, category, and comments

Step 4: Add each item for production

Step 5: Review planned quantities and required details

Step 6: Select Save once

Check your work

Reopen the order and confirm transaction/document numbers, status, category, dates, products, quantities, and creator.

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

If something goes wrong

- Define an active fiscal year before transacting.
- Do not rely on deletion as a correction method.

Related guides

- Add a Product to a Production Order
- Update or Correct a Production Order
- Review Production Orders

What to do next

> **Add a Product to a Production Order**.

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