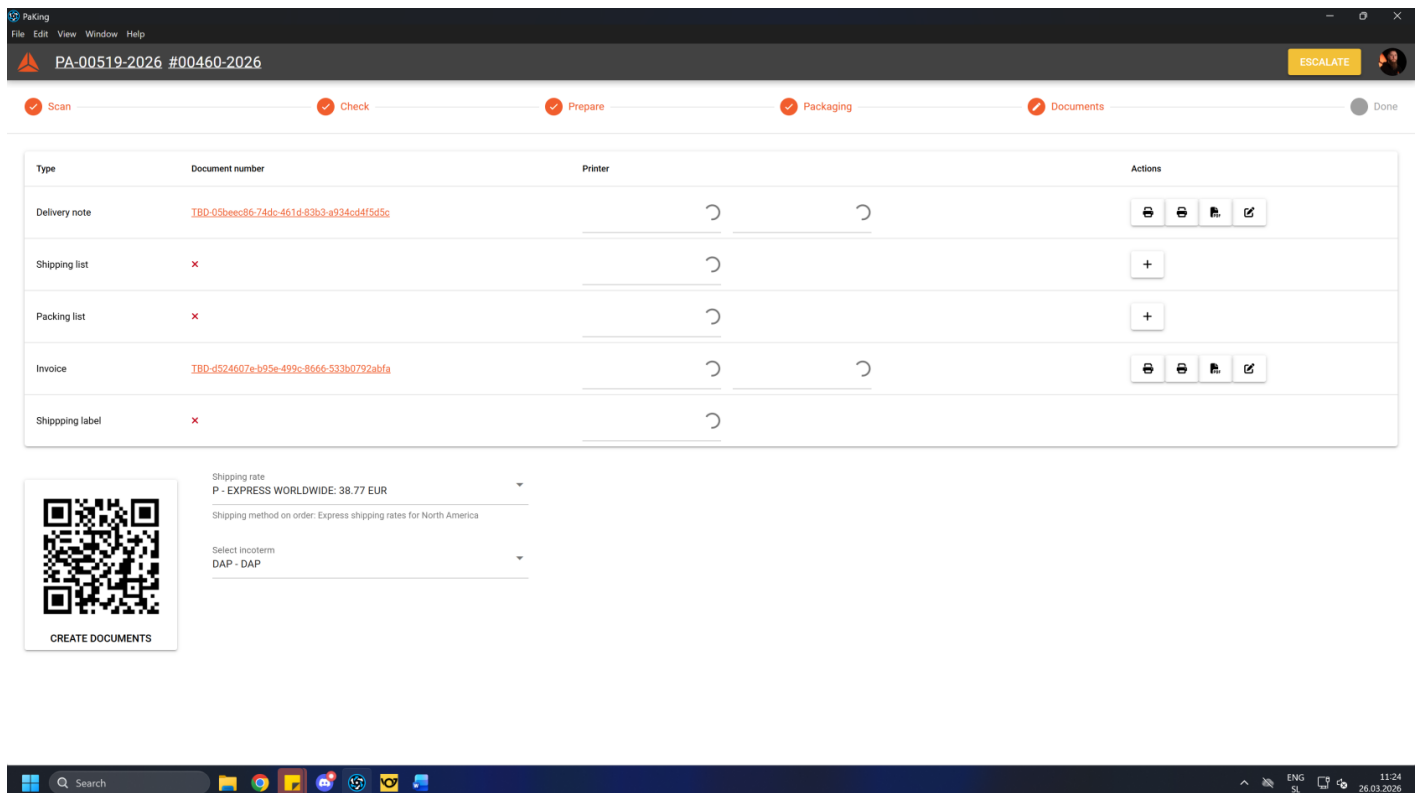


Step 5: Documentation

Create documents

First, click/scan the "**Create documents**" button. This will generate packing documentation for the current packing work order.

Clicking/scanning the button creates **delivery note, shipping list, packing list** etc. for the current packing work order.



Type	Document number	Printer	Actions
Delivery note	TBD-02beec86-74dc-461d-83b3-a934oddf5d5e		   
Shipping list	x		
Packing list	x		
Invoice	TBD-d524607e-b95e-499c-8666-533b0792abfa		   
Shipping label	x		

Shipping rate
P - EXPRESS WORLDWIDE: 38.77 EUR

Shipping method on order: Express shipping rates for North America

Select Incoterm
DAP - DAP

CREATE DOCUMENTS

Once all the documents are created, **print** 2 copies of **delivery notes**, 2 copies of order's **invoice**, 1 copy of the **packing list** and 1 copy of **AWB** (air waybill, also known as a consignment note).

PA-00519-2026 #00460-2026

ESCALATE

Scan

Check

Prepare

Packaging

Documents

Done

Type	Document number	Printer		Actions
Delivery note	DN-01065-2026	KONICA MINOLTA Pakimica	KONICA MINOLTA Pakimica	
Shipping list	SL-01429-2026	KONICA MINOLTA Pakimica		
Packing list	PCK-01005-2026	KONICA MINOLTA Pakimica		
Invoice	INV-01509-2026	KONICA MINOLTA Pakimica	KONICA MINOLTA Pakimica	
Shipping label		ZDesigner GK420t Pakimica		

PRINT ALL

NEXT

Document sent to printer

Search

ENG SL

11:25 26.03.2026

Make sure that all products in the packing work order have stock tracking by serials enabled.

All products should be assigned into packing boxes.

Once finished and all requirements have been fulfilled, you can click/scan the **"Next"** button to complete the process.

After the process in the PacKing app is completed, take the package(s) to the pick-up location.

Revision #6

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