# Defining Picking Plan Options for a Business Unit

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Begin by navigating to the <strong>Setup Fulfillment</strong> page. Click the <strong>Inventory</strong> link.</td>
</tr>
<tr>
<td>2.</td>
<td>Click the <strong>Fulfill Stock Orders</strong> link.</td>
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<tr>
<td>3.</td>
<td>Click the <strong>Setup Fulfillment</strong> link.</td>
</tr>
<tr>
<td>4.</td>
<td>Enter the desired information into the <strong>Business Unit</strong> field. Enter a valid value e.g. &quot;US010&quot;.</td>
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<tr>
<td>5.</td>
<td><strong>Setup Fulfillment</strong> Click the <strong>Search</strong> button.</td>
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<tr>
<td>6.</td>
<td>Use the <strong>Setup Fulfillment</strong> page to select default options for reservations, backorders, interunit transfers, picking, and shipping. In this exercise, accept the default selections on this page.</td>
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<tr>
<td>7.</td>
<td>Click the <strong>Order Release</strong> tab.</td>
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<tr>
<td>8.</td>
<td>Use the <strong>Order Release</strong> page to define parameters and defaults for the Order Release process to release orders to picking.</td>
</tr>
<tr>
<td>9.</td>
<td>Use the <strong>Lead Days</strong> field to enter the lead days and the picking plan option. The picking plan includes demand lines scheduled to ship on or before today's date plus the specified picking lead time. Click in the <strong>Lead Days</strong> field.</td>
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<tr>
<td>10.</td>
<td>Enter the desired information into the <strong>Lead Days</strong> field. Enter a valid value e.g. &quot;3&quot;.</td>
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<tr>
<td>11.</td>
<td>The <strong>Action</strong> field defines the action to be taken by the Order Release process.</td>
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<tr>
<td>12.</td>
<td>The <strong>Location Option</strong> field contains a list of picking options. The system uses these options to determine the locations from where you will pick the material. Click the <strong>Location Option</strong> list.</td>
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<tr>
<td>13.</td>
<td>Click the <strong>Fixed Pick Location</strong> list item.</td>
</tr>
<tr>
<td>14.</td>
<td>The <strong>Picking Notes</strong> field is used to select a message to print at the top of each page of the Picking Plan report. Note that the default value is Broken Pallet First which instructs the picker to pick any broken pallets first.</td>
</tr>
</tbody>
</table>
### Step | Action
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15. | Select the **Order Unit of Measure** option if you are using either the default putaway location or fixed pick location rule in the picking plan. The picking plan will search for a picking location in which the stocking unit of measure matches the ordering unit of measure to facilitate picking.
   
   Click the **Order Unit of Measure** option.

16. | Click the **vertical** scrollbar.

17. | Click the **Save** button.

18. | You have successfully defined picking plan options for a business unit. **End of Procedure.**