

Using Order Entry

The purpose of this topic is to describe how to process orders and payments in Aptify. This topic also includes background information about the Order Entry application and descriptions of the forms used by the related services.

This topic contains the following sub-topics on the Order Entry system:

- [How to Create An Order](#)
- [Taking Orders](#)
- [Shipping Orders and Placing Back Orders](#)
- [Processing Payments](#)
- [Cancelling Orders](#)
- [Entering and Fulfilling Standing Orders](#)
- [Administering Order Entry](#)
- [Understanding Order Entry](#)