



2025 Partner Outbound Warehouse Request and ACE Warehousing **Class Syllabus**

4 Day Course

11:00 a.m. – 4:00 p.m. Eastern daily

Day 1: Monday:

Time (ALL TIMES EASTERN)

Topic

11:00 – 11:15 a.m.	Welcome and Introductions
11:15 – 11:30 a.m.	Introduction to Outbound Warehouse Request
11:30 – 1:00 p.m.	Installing and Configuring the OWR App and Print Queue
1:00 – 2:00 p.m.	Break
2:00 – 3:00 p.m.	Pick To Order, Combined Pick, Wave Picking, Pick By Zone Extra Pick
3:00 – 4:00 p.m.	Statistics, Replenishments and Movements, Action Entries, Prioritized Picking, Batching, Limits, Quick Filters

Day 2: Tuesday:

Time (ALL TIMES EASTERN)

Topic

11:00 – 11:30 a.m.	OWR Filter Codes, Assemble-To-Order
11:30 – 1:00 p.m.	Pick Request
1:00 – 2:00 p.m.	Break
2:00 – 2:15 p.m.	Introduction to ACE Warehousing
2:15 – 4:00 p.m.	Installing and Configuring ACE Warehousing

Day 3: Wednesday:

Time (ALL TIMES EASTERN)

Topic

11:00 – 12:00 p.m.	Receiving and Put-Away
12:00 – 1:00 p.m.	Movements and Replenishment
1:00 – 2:00 p.m.	Break
2:00 – 3:00 p.m.	Picking and Packing
3:00 – 4:00 p.m.	Physical Inventory and Bin Counts

Day 4: Thursday:

<u>Time (ALL TIMES EASTERN)</u>	<u>Topic</u>
11:00 – 12:00 p.m.	Unit of Measure Handling
12:00 – 1:00 p.m.	Warehouse Item Tracking and Item Identifiers
1:00 – 2:00 p.m.	Break
2:00 – 3:00 p.m.	Production and Consumption Posting
3:00 – 4:00 p.m.	License Plating

***Lanham Associates certifies individuals rather than companies.** There are certification exams on each subject matter.

***Helpful hints, suggestions, and Q&A given and received throughout the duration of class.**