

## **2026 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

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

#### **Day 2: Tuesday:**

Time (ALL TIMES EASTERN)

Topic

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

#### **Day 3: Wednesday:**

Time (ALL TIMES EASTERN)

Topic

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

**Day 4: Thursday:**

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