



Serialized Operations Manager Next-Gen Overview Job Aid

Use this guide to receive products using SOM as well as search and review submitted receiving operations.



How To Receive Using SOM

1. Log in to *opus.tracelink.com*.
2. Select **My Networks** from the **Main Menu** .
3. Select the **Serialized Operations Management** network from the Network drop-down.
4. Select the appropriate partner or location name from the second drop-down.
5. Click **GO**.
6. In the side menu, expand **Inbound Shipment**, then select **Receive Products**.
7. Scan or Enter the serial number you want to receive in the **Scan or Enter Serial Number** field.
 - a. In **Last Scan Status** section, review the message to confirm that the system successfully validated the barcode.
 - b. In **Product Identification** section, confirm the encoded barcode details., such as **GTIN**, **Lot Number**, **Expiration Date**, **Serial Number**, **Product Description**, and **NDC** (if available).
8. Continue to Scan or Enter the serial numbers until you are ready to submit the results.
9. Click **Receive**.



How To Monitor Receive Operations in SOM

1. Select **My Networks** from the **Main Menu** .
2. Select the **Serialized Operations Management** network from the Network drop-down.
3. Select the appropriate partner or location name from the second drop-down.
4. Click **GO**.
5. In the side menu, expand **Inbound Shipment**, then select **Receiving Operations**.
6. Click **Filter**.
 - a. In the Filters panel, enter or select one or more search criteria to narrow the results. Available Filters include: **Operation ID**, **Status**, **Shipment Number**, **Performed By**, and **Performed Date**.
 - b. Click **Apply**.
7. Click the **Operation ID** hyperlink from the "Search Receiving Operations" page for the receiving operation you want to review.

Note: View the Received Quantity versus Expected Quantity to confirm that all serial numbers have been received.