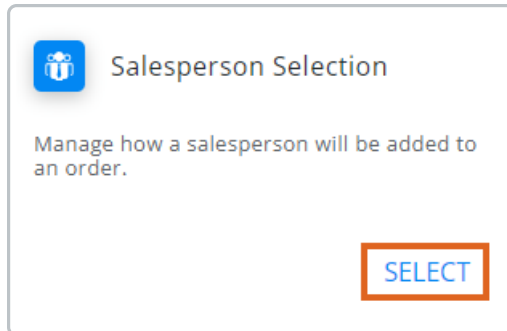


Salesperson Selection

Last Modified on 10/06/2023 10:25 am CDT

Manage how a Salesperson will be added to an Order in SKY Admin under *Order* in the left navigation panel.

Choose **Select** on the *Salesperson Selection* card.



Choose to either *Use SKY salesperson on order* or *DO NOT use SKY salesperson on order*.

Use SKY salesperson on order

When using a SKY salesperson on an order, the salesperson will be chosen for new orders on creation in the following order:

1. Salesperson linked to SKY user
2. Ship To department override
3. Ship To
4. Customer department override
5. Customer

DO NOT use SKY salesperson on order

When NOT using a SKY salesperson on an order, the salesperson will be chosen for new orders on creation in the following order:

1. Ship To department override
2. Ship To
3. Customer department override
4. Customer

- **Use SKY salesperson on order** – When using a SKY Salesperson on an Order, the Salesperson will be chosen for new Orders on creation in the following order:
 - Salesperson linked to SKY User
 - Ship To Department override
 - Ship To
 - Customer Department override
 - Customer
- **DO NOT use SKY salesperson on order** – When NOT using a SKY Salesperson on an Order, the Salesperson will be chosen for new Orders on creation in the following order:
 - Ship To Department override
 - Ship To
 - Customer Department override

◦ Customer