



Menu 32: Corp Transmissions

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Menu 32 Corp Transmissions

MENU-32	CORP TRANSMISSION MENU	1 JSS.UPG dbs
20:36:02 13 Apr 1998		
Prices & Costs	Purchase Orders	
-----	-----	
1. Receive Price/Cost Transmission	9. Purchase Order Transmission	
2. Upd Product from Price.Change File	10. Retransmit Purchase Order	
3. List of Items Not Updated	11. Clear PO.Trans File	
Mailer	Vendors	
-----	-----	
4. Mailer Transmission	12. Vendor Buying Transmission	
5. Mailer Transmission List	13. Vendor Returns Transmission	
6. Purge Mailer.Trans.Save		
Flyer & Sales	Other	
-----	-----	
7. Flyer Data Transmission	14. Buyback Maintenance/Transmission	
8. Sales Data Transmission	16. More Transmissions	
enter a menu path or <enter>:		

Figure 32-1. Corp transmissions main menu

Purpose

The purpose of Menu 32 is to 1) send data such as purchase orders and sales data to Johnstone's corporate office (Corp), and 2) to receive data such as prices, costs, and vendor transmissions from Corporate.

32.1 Receive Price/Cost Transmission

Receive price and cost transmissions from Johnstone Corporate. Note that during Corp's bi-annual update of their catalog, Corp mails you diskettes to skip this step and continue with the next one, Menu 32.2.



Before you begin, make sure modem is turned on, connected to the phone line, and no one else is transmitting.

Step 1

Begin the program to receive the price (1) or cost (2) file. The difference between Cost and Price transmissions is as follows:

1. **Price transmission** Selecting this option receives *all* the product information that Corp has available, including product prices, lot prices, costs, catalog page changes, and flyer information. See Menus 12.3.2.9 and 12.3.2.12 for specific fields that Corp is sending with the price transmission. Because this transmission is very lengthy, we suggest running it only once a month.

2. **Cost transmission** This transmission is simple since it contains only cost information—no pricing. Therefore, it is quick and easy to access weekly or as often as needed.

Contact Corp for an updated schedule of the price and cost transmission availability and cutoff dates.

Step 2

Once the transmission is completed and disconnected from Corp, answer the following questions that appear on the screen. The total items transmitted must equal the total items received. If they do not match, retransmit unless only one or two items are off.

1. Answer 'y***' to continue and confirm items received or transmitted.
2. To the next question,

DO YOU WANT A LIST OF NEW PRODUCTS TO MAINTAIN (Y/N)?

answer 'Y' to print a list of new products. This automatically gives you an opportunity to bulk-update the products. If you answer 'n,' the new products report prints with your end-of-day reports until you bulk-maintain them in Menu 5.5.



Bulk update removes a print flag from the product and prevents printing a nightly report with end-of-day. If you do not bulk update, the print flag remains on the product record and the report will print every night until the flag is removed.

3. Type 'y' to the next question and the system checks for items currently on PO's with different costs:

DO YOU WISH TO SEE A LIST OF ALL PO'S THAT HAVE A DIFFERENT COST THAN WHAT WAS JUST RECEIVED (Y/N)?

4. Answer the last question:

DO YOU WANT TO SEE A LIST OF CONTRACT PRICES WITH COST CHANGES (Y/N)?

Type 'y' to list products in the price transmission that are also on a contract. This warns you of any margins that may be changing on your contract so you can adjust them accordingly.

The transmission remains in a hold file until you update it with the next menu below, Menu 32.2.

32.2 Update Product from Price.Change File

Once you download the product price or cost from the preceding menu, activate the new amounts immediately by running an update. Update costs immediately as they come across the price transmission. Flyers can also be updated in advance in the same manner. The following screen displays the default update parameters. The fields marked "N" mean the corresponding lines will not be updated.

Example If Field, or Line 4 has an "N," Each Price is not updated when this program runs.

To add or remove an update option, see Menu 12.3.2.9. (Note that Line 16 should be set to "N" since this field is used in forecasting and is different for each store.) As a general rule, set any field to "N" to prevent Corp's automatic update of a field.

PRICE UPDATE PARAMETER DISPLAY	
PART NUMBER : DEFAULT	
1. DO YOU WANT ANY FIELD UPDATED	17. SEASON CODE N
2. CORP VENDOR # (W/AOC CODE)	18. PRODUCT CLASS N
3. CATALOG PAGE NUMBER	19. HAZARDOUS CODE N
4. EACH PRICE	20. FREIGHT CODE N
5. LOT 1 & 2 (QTY'S & PRICES)	21. VENDOR BARCODES N
6. LOT A & B (QTY'S & PRICES)	
7. DISTRIBUTORS PRICE (BEST PRICE)	
8. BRANCH COST	
9. DIRECT VENDOR QTY'S & COSTS	
10. STND PK ('P' FOR ONLY CORP PK)	
11. DESCRIPTION	
12. VENDOR PART NUMBER	
13. WEIGHT	
14. 'DISCONTINUED FLAG	
15. FLYER	
16. PROD.DET VENDOR N	32. CUSTOM PRICING
Fields marked N above will NOT be updated!	
Hit RETURN to continue with update or END to quit	

Figure 32-2. Price Update Parameter

Step 1

Enter to proceed with the update or '*end.*'

Step 2

Choose from one of the update options:

- 1. UPDATE PRODUCT FILE WITH PRICE TRANSMISSION**
Updates everything but fields flagged "N," not to update, including prices, costs, catalog pages, any description changes, and flyer prices (takes old items off flyer and flags new items on new flyer). This update is part of the end-of-month processing if the question is answered to do so.
- 2. UPDATE PRODUCT FILE WITH COSTS**
Updates only costs: branch and direct.
- 3. UPDATE PRODUCT FILE WITH FLYER PRICES ONLY**
This update applies only to flyer prices. Because the flyers for the coming month are delivered a week or two in advance, running an update before that time keeps the old flyer prices on file with the flags, and corrects the prices on the new

products coming on the next flyer. Run this any time after you receive the price transmission.

4. **UPDATE PRODUCT FILE WITH OTHER CHANGES**
Avoid using this option without prior DBS direction.
5. **UPDATE PRODUCT FILE WITH CATALOG PAGES ONLY**
Updates the catalog pages in advance.

The update processes and returns to Transmissions menu.

32.3 List of Items Not Updated

Prints a list of items *not updated* during the transmission update in Menu 32.2 because of "N" flags set in Menu 12.3.2.9.

- Choose one of two options:
PRICES BLOCKED DURING TRANSMISSION UPDATE
 1. PRICE TRANSMISSION PRICE CHANGES (25TH)
 2. COST TRANSMISSION PRICE CHANGES (5TH)
- ENTER 1 OR 2 ?

32.4 Mailer Transmission

Transmit updated mailer records to Corporate. This program searches and selects all records flagged (new, change, or deleted) to transmit to Corp.

Step 1

At prompt

RE-TRANSMIT PREVIOUS UNSUCCESSFUL TRANSMISSION (Y/N) ?

enter 'y' to automatically send the *last* transmission, regardless of its status. To send a brand new transmission, type 'n.'

Step 2

If you want a printout of your transmission, enter 'y.' Then, choose a printer destination.

Step 3

Enter to proceed with the transmission.

MAILER RECORDS TRANSMITTED TO CORP							
20:45:55 13 Apr 1998							
NOTE:ASTERISK MEANS BLANK FIELD WAS SENT							
MAILER#...	NAME.....	ADDRESS.....	CITY.....	ST	ZIP.....	ATTN.....	ACT CUST. CAT
500003	1234 TEST	700 N. HAYDEN ISLAND	PORTLAND	OR	97217	MARA	C 1 *
500006	JOHN JAY	123 OVER SOUTH ST.	DALEN	MA	12121	JAKE	C 2 *

Figure 32-3. Mailer Records Transmitted to Corp—sample report

32.5 Mailer Transmission List

Prints report of mailer items transmitted to Corporate.

Step 1

Select printer destination.

Step 2

Enter date of transmission to print (mm/dd/yy). The program returns to Transmission main menu after processing.

32.6 Purge Mailer.Trans.Save

Purge and delete a saved list after Corp confirms a successful transmission of the mailer. This avoids the re-transmission of a previously successful transmission.

- Enter as-of date of the purge (mm/dd/yy).

32.7 Flyer Data Transmission

Transmit sales information pertaining to flyer data to Corporate. Use this only with Corp's request.

- Enter the year/month to transmit (yy/mm).

32.8 Sales Data Transmission

Transmit last 12 months of sales data to Corporate at their request. This process may already be part of your month-end job stream.

Step 1

Enter a warehouse number.

Step 2

Be sure the modem is on, connected and free of transmissions.

32.9 Purchase Order Transmission

Transmit purchase orders to Corporate using vendor number 001 only. To send a PO to a different vendor, fax the form using Menu 7.7.

Step 1

Enter eight-digit purchase order numbers (separated by ';'). The program automatically verifies that the PO number is valid.

Step 2

For an emergency order type 'y.' Then enter a two-digit shipping code.

Example **01=ups ground,08=ups next day,09=ups 2nd day**

Step 3

Select the transmission line: PO or regular. The regular line is the main line to Corp, where all transmissions are routed through for prices, costs, mailers, and so on. The PO Only line is to for PO transmissions only. PO's are easily transmitted through either line.

32.10 Retransmit Purchase Order

Re-transmit the last unsuccessful transmission without reentering the PO numbers.

- Select Regular or PO Only line and the Corp number is automatically dialed.

32.11 Clear PO.Trans File

Clears the last transmission to prevent it being accidentally re-sent.

- One step: enter 'y' to proceed with the process; otherwise enter '*n*.'

32.12 Vendor Buying Transmission

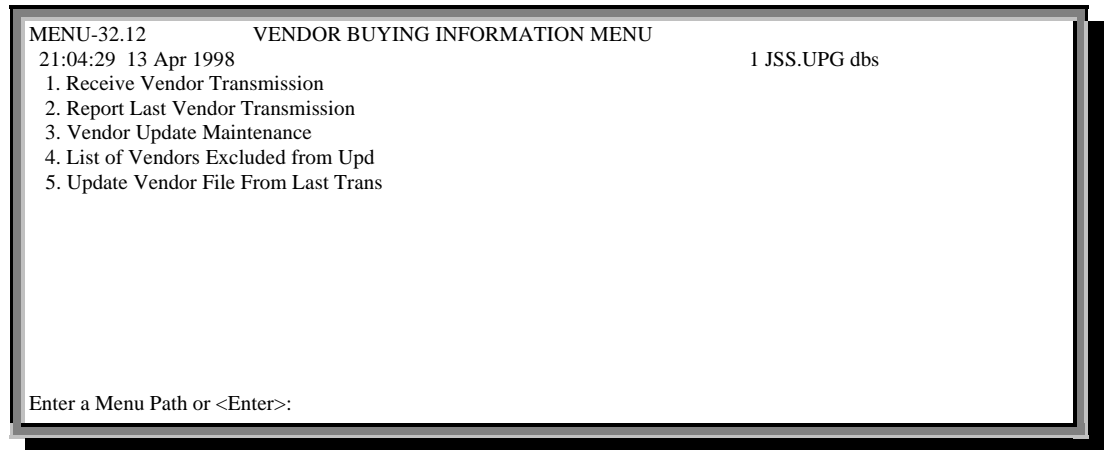


Figure 32-4. Vendor Buying Information main menu

32.12.1 Receive Vendor Transmission

Automatically dials Corp to receive the latest vendor information. Actual update occurs in a later menu.

32.12.2 Report Last Vendor Transmission

Review the data from the transmission in the previous menu, Menu 32.12.1, before updating it in the next menu.

- a. **Enter** to proceed with the process.
- b. Choose a printer destination.
- c. Enter the oldest date of the *last* update or **Enter** for all.

32.12.3 Vendor Update Maintenance

Review and update vendor information on the last transmission. Block--by inserting '*n*'--specific vendors or their data fields from updates (new information) coming from subsequent transmissions.

- a. Enter a vendor number.

```
VENDOR UPDATE PARAMETER MAINTENANCE

VENDOR NUMBER : 001      JOHNSTONE SUPPLY, INC.
                        PO BOX 3010

1. DO YOU WANT ANY FIELD UPDATED
2. VENDOR NAME.....
3. VENDOR ADDRESS 1.....
4. VENDOR ADDRESS 2.....
5. CITY, STATE.....
6. ZIPCODE.....
7. PO NAME.....
8. PO ADDRESS 1.....
9. PO ADDRESS 2.....
10. PO CITY, STATE.....
11. CONTACT.....
12. TELEPHONE#.....
13. VENDOR CLASS (A,O OR C).....
14. FREIGHT CUTOFF.....
15. FAX#.....
16. CORP BUYER CODE.....

Enter Line#, Backout, DELETE, Edit, 0 to Accept
```

Figure 32-5. Vendor Update Maintenance

- b. Edit the fields as necessary.
- c. '0' to accept.
- d. Enter the next vendor number or '*end*'.

32.12.4 List of Vendors Excluded from Update

Print report of all vendors *excluded* from the update in the previous menu, Menu 32.12.3.

- a. Enter to proceed with the process.
- b. Choose to print to a printer or to the screen.

32.12.5 Update Vendor File from Last Transaction

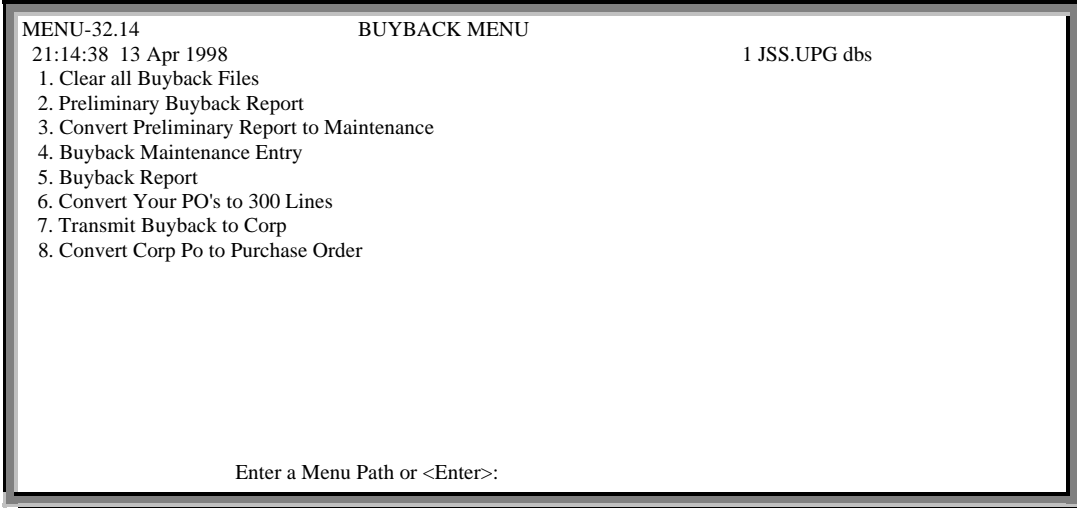
Update the vendor file from the last Corporate transmission; updates all information from Menu 32.12.1 minus information blocked from Menu 32.12.3.

- One step: **Enter** to process.

32.13 Vendor Returns Transmission

Automatically receives the latest vendor return information from Corporate and updates the files. Review this information in Menu 19.14.12 and maintain it in Menu 12.4.1.7.

32.14 Buyback Maintenance/Transmission



```
MENU-32.14          BUYBACK MENU          1 JSS.UPG dbs
21:14:38 13 Apr 1998
1. Clear all Buyback Files
2. Preliminary Buyback Report
3. Convert Preliminary Report to Maintenance
4. Buyback Maintenance Entry
5. Buyback Report
6. Convert Your PO's to 300 Lines
7. Transmit Buyback to Corp
8. Convert Corp Po to Purchase Order

Enter a Menu Path or <Enter>:
```

Figure 32-6. Buyback main menu

Setting Corp as Customer

Before you begin a buyback maintenance or transmission, you must set up Corp as a customer for inventory buyback in Menu 12.2.2.3. This must be done for each branch separately. Contact DBS with the customer number before continuing, or else the rolldown program will not work. Depending on your general ledger, you have two options for the setup.

1. Set the INV.XFER flag (Field 17) to "1" for the following effects:
 - a. Invoice(s) to this customer does *not* show on the Invoice and Credit Memo register, and does *not* figure in the Gross Profit Reports.
 - b. Accounts Receivable is *not* created.
 - c. General Ledger is *not* automatically updated. This means you will need to make a journal entry to relieve your inventory, or carry the amount in your inventory G/L account until you get the credit from Corp. Also, your sales G/L account will not be affected.
 - d. Sales Analysis files are *not* updated so these sales do not show in your sales figures; however, Menus 19.7A and 19.7B are updated so these transactions appear in the inventory history.
 - e. You get a report in your end-of-day and end-of-month reports showing the dollar amount shipped to this customer.
2. Leave the INV.XFER field blank but set the INCLUDE S2 flag (Field 10) to "N" for the following:
 - a. Invoice(s) for this customer show on the Invoice and C/M Register and in the gross profit reports.

- b. An accounts receivable item is created that will need to be cleared when the credit is received.
- c. General Ledger is updated as with regular customers, so A/R is debited, Sales is credited, Cost of Sales is debited, and Inventory is credited.
- d. Sales analysis files—except SALES.2 (rop calculating)—are updated.

For a complete buyback process, follow the next eight menus in order and end with the ninth step on page 11: Rolldown to OE (Menu 7.1A)

32.14.1 Clear All Buyback Files

Clears all data left over from previous buybacks. Run this menu just before starting the buyback process. Remember that all buyback files are cleared, including those at individual stores.

- One step: Enter 'y****' to clear or 'n' to return to Buyback menu.

32.14.2 Preliminary Buyback Report

Prints report of items that may be eligible for the buyback program.. It is selectable by warehouse, create date, items with an "A" or "C" vendor, valid Johnstone catalog page number, products not discontinued, quantity on-hand, and quantities not sold in the last 12 months. These criteria may be customized; call DBS for quote.

- a. Select a printer destination.
- b. Enter a company number.
- c. Enter the product creation date or **Enter** for all. This date is for weeding out relatively new products. Inserting a date selects all products older than the input date.
- d. Choose a sort method: by alphabetic product number (*p*) or by descending inventory value (*v*), which is quantity onhand x average cost.

32.14.3 Convert Preliminary Report to Maintenance

Convert the products from the preliminary buyback report (preceding menu) into a maintainable list (next menu) without having to input every product.



It may be easier to input the products you want rather than to delete the products you do not want to return.

- a. The first prompt line:

ARE YOU RUNNING THIS FOR YOUR BRANCH ONLY OR FOR ALL YOUR BRANCHES (O/A):

To run this only for *your* branch, enter 'o'; to run for *all* the branches enter '**a**.'
- b. Enter your company number. A purchase order number is automatically assigned; record this number to use in the next menu and then **Enter**.

32.14.4 Buyback Maintenance Entry

Edit, add or delete buyback information such as products and quantities in preparation for the transmission of lists to Corp.

- a. Enter a purchase order number from the conversion program or if you are entering products by hand. Or, enter from the previous menu. A valid PO number automatically fills in the product numbers and quantities.
- b. Enter a company number.
- c. Enter a part number.
- d. Enter the quantity to return to Corp.
- e. Continue entering part numbers then quantities, or **Esc** to display the prompt line.



To clear a line, type an asterisk '*'. Both the product and the corresponding quantity are deleted.

BUYBACK TRANSMISSION MAINTENANCE - SCREEN 1	
PO NUMBER :	111111 COMPANY NUMBER : 01
PART NUMBER	QUANTITY
1. b10-120	19. 2
2.	20.
3.	21.
4.	22.
5.	23.
6.	24.
7.	25.
8.	26.
9.	27.
10.	28.
11.	29.
12.	30.
13.	31.
14.	32.
15.	33.
16.	34.
17.	35.
18.	36.
Enter Line#, Backout, DELETE, Edit, 0 to Accept, More Last	

Figure 32-7. Buyback Transmission Maintenance

32.14.5 Buyback Report

Print a report of products and quantities entered in Buyback Maintenance Entry after PO's have been maintained. Use this report to confirm that the products and quantities entered are correct. This is the last report before the PO's are converted and sent to Corp.

- a. Select a printer destination.
- b. Enter purchase order number(s) or **Enter** for all.

32.14.6 Convert your PO's to 300 Lines

Purchase orders in Menu 32.14.4 may be over 300 lines, which Corp does not accept. This program converts your original PO from 700 lines to two 300-line and one 100-line PO's before giving you the option to delete the original one.

Example **Your original PO # 01100001 is 700 lines long. This menu would convert it into PO #'s 01100002, 01100003, and 01100004, and then prompt to delete the original one.**

- a. Enter an eight-digit purchase order.
- b. Enter the PO number at the prompt. To delete, type 'y***' and **Enter**.

32.14.7 Transmit Buyback to Corporate

Send buyback PO's to Corporate.

- One step: enter purchase order number(s).

After Corp receives your transmission they send you a fax informing you of the products and quantities they will buy back from you. When you receive the fax, call Corp to let them know you are ready to have the PO.TX file transmitted to you. You must provide Corp with your dial-up (modem) number, logon, and any passwords needed to get log onto your system.

32.14.8 Convert Corp PO to Purchase Order

After receiving the PO.TX file, run this program to convert the file into an online PO. This also prints a copy of the PO.

- a. Select a printer destination.
- b. Enter your operator code.
- c. Enter the customer number to which to ship.
- d. Enter a warehouse number.
- e. Enter a "required date to appear on the PO (mm/dd/yy) or **Enter** to bypass this.
- f. Enter the "ship via" information or **Enter** to bypass.
- g. Enter "terms" information or **Enter** to bypass.

Rolldown to OE (Menu 7.1A)

This converts the PO to pick tickets using the customer number setup for Corp. After you have your pick tickets, cancel the PO's using Menu 7.1, and make any changes or adjustments to the tickets. Finalize using Menu 1.2.

32.16 More Transmissions

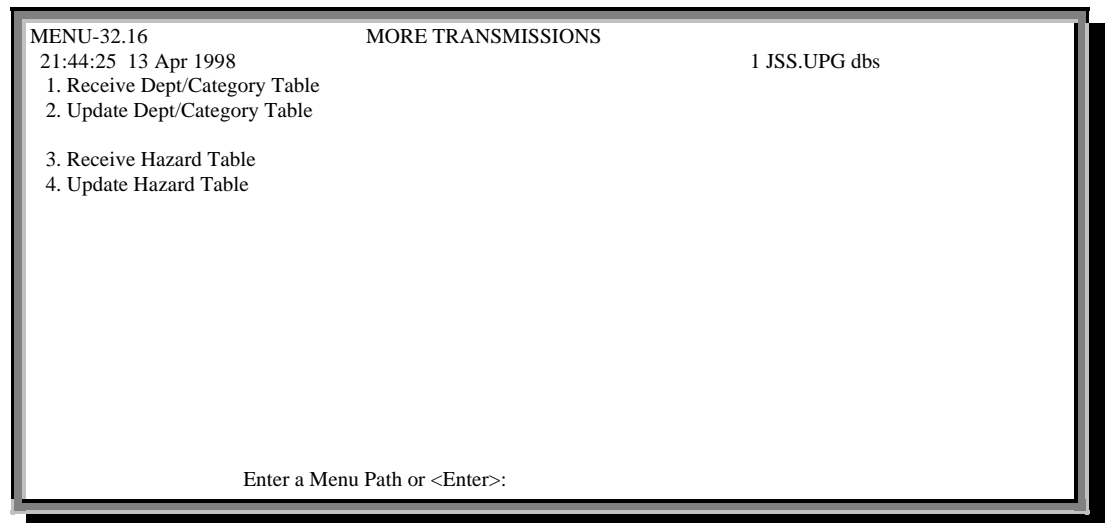


Figure 32-8. More Transmissions main menu

32.16.1 Receive Dept/Category Table

Automatically accesses Corporate to retrieve the department and category table. Simply **Enter** at the prompt.

32.16.2 Update Dept/Category Table

Update category and department files from the transmission in the preceding menu.

- One step: **Enter** to proceed.

32.16.3 Receive Hazard Table

Automatically accesses Corporate to retrieve the hazard table in Menu 19.14.9. Simply **Enter** at the prompt.

32.16.4 Update Hazard Table

Update the hazard file from the last transmission.

- One step: **Enter** to proceed.

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