

## Implementing a Direct Vendor Cost Change

- 1) Generate spreadsheet of Product numbers and Branch Cost/Direct Cost/List Price. You can use Menu 12.3.38 Product Pad (FT) for this.

```
Enter Warehouse (EX: 001) or <CR> for ALL :001
Enter Beginning Product Prefix or <CR> to select ALL (EX: B10)
-----
Enter Ending Prod Prefix or <CR> for ALL prefixes greater
than the beginning prefix :
Enter Season Codes (A/S/W) or <CR> for ALL :
Include Discontinued Items? (Y/N=<CR>) :y
Enter Vendor#'s (;) or <CR> for ALL vendors
EX: (544) :1032
Quantity Selection
-----
1. OH < ROP
2. Available is 0 or less
3. Available is greater than 2 X ROP
4. Complete Stock Listing
5. Items with Sales MTD
6. Items with Sales Last 12 Months
7. No Sales last 12 months
8. Items currently on Flyer
9. Items on Future Flyer
10. Items to be Discontinued
```

- 2) Send a copy of this spreadsheet with just the product numbers included to your vendor and have them provide you with the NEW costs. If this is a Corp Vendor – there may be an adder involved. You will want to verify that they are giving you the new costs with or without the adder if applicable.
- 3) Once you have the spreadsheet with the new costs you must make a decision if you are going to update the Each and List Prices. IF so, update on the spreadsheet accordingly.
- 4) Use Menu 5.20.1 to Update Direct/Branch/List and Each Prices as necessary – see documentation below.

- 5) Review any contract/customer specific pricing for changes.

### Menu 5.20.1 - Auto Update Costs/Prices from a Spreadsheet (Old Menu 5.9)

This program allows you to change or create pricing from a spreadsheet (file or program pricing). This program is **VERY** specific from the way the spreadsheet is created to where it is saved on the computer. Here are the specifics to use when creating this spreadsheet:

Use Excel to create the file, taking care that the following information is in the specified columns. Do NOT include column headings or extra notes.

- **Column A = Program name** (or type 'NONE' (without quotes) in cell A1 if not updating a program)
- **Column B = Product number** (Johnstone Stock Number or vendor part number\*)
- **Column C = Program price (no \$)** (leave this column blank if not updating program price)
- **Column D = Expiration date** (Must be in the MM/DD/YY format. Leave this column blank if not updating a program.)
- **Column E = Each price (no \$)** (Leave this column blank if not updating each price.)
- **Column F = Retail (no \$)** (Leave this column blank if not updating retail price)
- **Column G = Direct cost (no \$)** (Leave this column blank if not updating direct cost)
- **Column H = Direct Quantity** (If left blank it will not change any direct qtys already existing.)
- **Column I = Branch Cost** (Leave this column blank if not updating branch cost.)
- **Column J = Program qty break price** (Leave this column blank if not updating a program.)
- **Column K = Program qty break** (Leave this column blank if not updating a program.)
- **Column L = Quantity Break 1** M-12.3.2.4, field 1\*\*
- **Column M = Quantity Price 1** M-12.3.2.4, field 6\*\*
- **Column N = Quantity Break 2** M-12.3.2.4, field 2\*\*
- **Column O = Quantity Price 2** M-12.3.2.4, field 7\*\*
- **Product Master Update**
  - **Column P = 12.3.2.2 1.DESC. 1** (item description)
  - **Column Q = 12.3.2.2 3.CVEND#** (vendor #)
  - **Column R = 12.3.2.2 28.PROD CLASS** (prod class)
  - **Column S = 12.3.2.2 29.PROD TYPE** (prod type)
- **Product Detail Update**
  - **Column T = 12.3.2.3 15. STANDARD PACK** (standard pack)
  - **Column U = 12.3.2.3 16. VENDOR NUMBER** (vendor number)
- **Product Master Transmission Fields**
  - **Column V = 12.3.2.12 CATEGORY** (category)
- **Product Master Update**
  - **Column W = M-12.3.2.2, field 4. VEND DESC**

\*Must match exactly what is in Product Master field #4, vendor description.

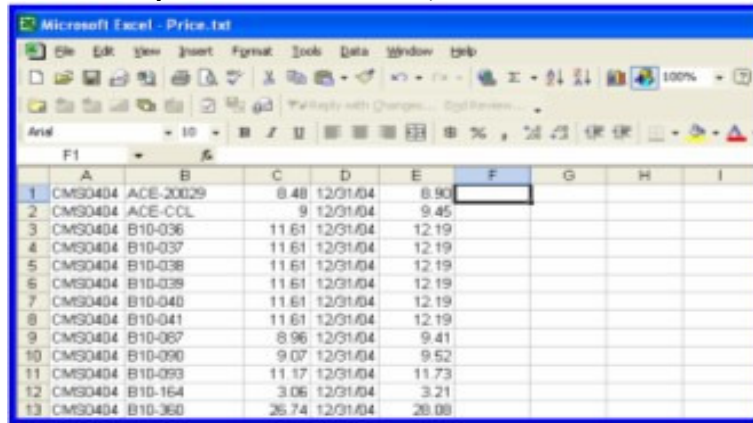
\*\*Columns L & M and N & O. \*\*One thing to note, that there needs to be a value in L & M together...i.e. if something is in M it needs to have a corresponding qty in L.

Save the file in the C:/PICK directory and name it "price.txt" which is a tab delimited file-not an excel file. Make sure you close the spreadsheet before running the program.

Suggestion: You may want to begin blocking the Corp. updates for direct cost, etc... using Menu 12.3.2.9

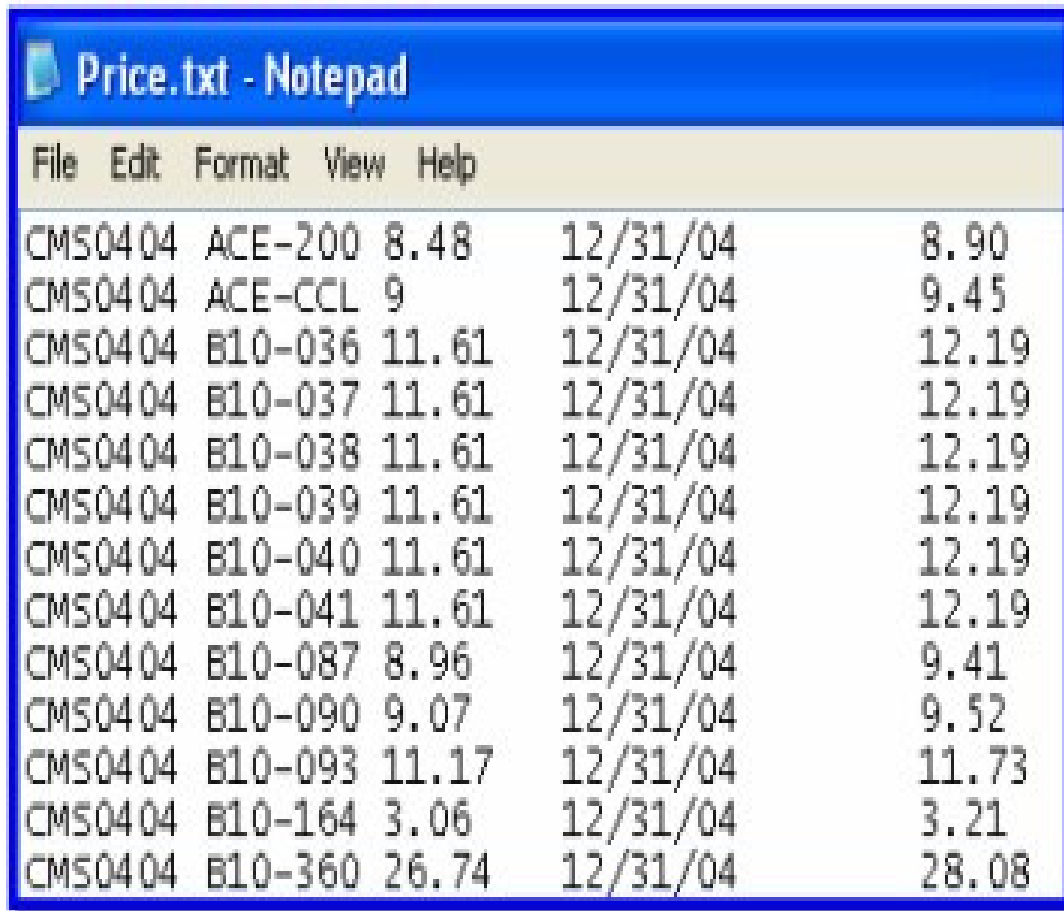
**This program MUST be run from the computer with the 'price.txt' file saved on it or it will not work.**

**Example of the file in Excel, where it is created:**



	A	B	C	D	E	F	G	H	I
1	CMS0404	ACE-20029	8.48	12/31/04	8.90				
2	CMS0404	ACE-CCL	9	12/31/04	9.45				
3	CMS0404	B10-036	11.61	12/31/04	12.19				
4	CMS0404	B10-037	11.61	12/31/04	12.19				
5	CMS0404	B10-038	11.61	12/31/04	12.19				
6	CMS0404	B10-039	11.61	12/31/04	12.19				
7	CMS0404	B10-040	11.61	12/31/04	12.19				
8	CMS0404	B10-041	11.61	12/31/04	12.19				
9	CMS0404	B10-087	8.96	12/31/04	9.41				
10	CMS0404	B10-090	9.07	12/31/04	9.52				
11	CMS0404	B10-093	11.17	12/31/04	11.73				
12	CMS0404	B10-164	3.06	12/31/04	3.21				
13	CMS0404	B10-360	26.74	12/31/04	28.08				

**Example of the file as a text document, after it is saved:**



```
Price.txt - Notepad
File Edit Format View Help
CMS0404 ACE-200 8.48 12/31/04 8.90
CMS0404 ACE-CCL 9 12/31/04 9.45
CMS0404 B10-036 11.61 12/31/04 12.19
CMS0404 B10-037 11.61 12/31/04 12.19
CMS0404 B10-038 11.61 12/31/04 12.19
CMS0404 B10-039 11.61 12/31/04 12.19
CMS0404 B10-040 11.61 12/31/04 12.19
CMS0404 B10-041 11.61 12/31/04 12.19
CMS0404 B10-087 8.96 12/31/04 9.41
CMS0404 B10-090 9.07 12/31/04 9.52
CMS0404 B10-093 11.17 12/31/04 11.73
CMS0404 B10-164 3.06 12/31/04 3.21
CMS0404 B10-360 26.74 12/31/04 28.08
```