Release Version U2003.5

Option to pull up online catalog page from order entry
AccuTerm 2k2 Users Only
Menu 1.2 – Order Entry
You can now access the online catalog page, www.johnstonesupply.com from the order entry
screen. Enter the item, at the quantity prompt, enter "U" <enter>, the online catalog page will
display. To return to order entry, click on the RETURN button at the bottom of the catalog page.

New option to reprint an invoice on plain paper
Menu 1.30 – Reprint Invoice on Plain Paper
This reprint program works just like menu 1.10 – Reprint Invoice. Menu 1.10 allows the use of
pre-printed invoice paper. Menu 1.30 prints on plain paper and will print both the logo and
lines. Menu 1.30 will be the base invoice print program for signature capture at the counter.

Example Invoice re-printed with Menu 1.10   *Example Invoice re-printed with menu 1.30*

New report showing customer discounts
Menu 5.23 – Customer Discount Listing
This new report will list customer number, customer name, co#, class, product, vendor
and customer discount; based on discounts entered in menu 5.3 -Customer Discounts. To
run, use menu 5.23, select the printer number to print to or 'FT' for file transfer, press <enter> to
print or file transfer the report.

Inventory Adjustment Value Report
Menu 8.4A - Inventory Adjustment Value Report
Additional options have been added to this report. Options include selecting by warehouse and
by vendor.

```
        INVENTORY ADJUSTMENT VALUE REPORT
        *************************************


    HIT RETURN TO CONTINUE, 'END' TO EXIT :


 ENTER STARTING DATE TO SELECT (MM/DD/YY) :06/01/03


ENTER ENDING DATE TO SELECT (MM/DD/YY) :06/30/03

ENTER WAREHOUSE (3N) OR [ENTER] FOR ALL ?001

ENTER AOC VENDOR (IE A391) OR [ENTER] FOR ALL ?A630
```

Customer Activity Analysis - print only active customers
Menu 11.2.1 Customer Activity Analysis
This report has been modified, only customers with sales activity during the proceeding 24-
months will be printed.

New List of items sold report
Menu 11.15 – List of Items Sold by Customer (FT Only)
This non-printed report lists the customer name, city, state, customer number, part numbers,
descriptions, category, sold price and quantities sold for the specified period. It is saved as a file
on your PC called 'ft.txt' in a folder called PICK on your C: / drive (manually created.)

```
LIST OF ITEMS SOLD BY CUSTOMER


ENTER COMPANY (2N) OR <CR> FOR ALL ?01

ENTER CUSTOMER NUMBER ?1005

ENTER BEGINNING DATE (MM/DD/YY) ?01/01/03

ENTER ENDING DATE (MM/DD/YY) ?06/01/03

HEADING OPTIONS:
  1) JAN - MAR
  2) JAN - JUN
  3) JAN - SEP
  4) JAN - DEC
ENTER 1 2 3 OR 4 ?2_
```

Headings are printed as Qty1, Qty2, Qty3 Etc…(For Jan, Feb, Mar etc…)

Email address - added to Customer Master Maintenance
Menu 12.2.2.2 – Customer Master Maintenance
Field 17- Email Address - currently this field can be used only for reference. In the future, use this field when Signature Capture is enabled. Invoices will be emailed to the recipient listed in field 17.

```
14.PP FRT LB                              32.AUTH BUY REQ
15.FLYER FLAG                             33.VIP REPORTING
16.NO PRICES                              34.SPLIT CREDIT MEMO
17.EMAIL ADDR tammi.frank@johnstonesupply.com
```

New flags for invoice faxing and emailing at EOD
Menu 12.2.2.2 – Customer Master Maintenance
In field 31 – Fax Inv at EOD new options have been added for future use with *Signature capture, and ♦Xpedite – all options include:
F = Fax Invoice at EOD and Statement at EOM (Using Xpedite)
♦I = Fax Invoice at EOD only
♦FS = Fax Statement at EOM only
N = Do not print Statement
*FE = Fax and Email Invoices at EOD and Fax Statement at EOM

Customer Detail Maintenance Listing
All companies combined on Report.
Menu 12.2.24 Customer Detail Maintenance Listing
Previously this report listed the total sales year-to-date. The report has been changed to list all companies and the total sales for the last 12-months combined.

Print Listing of Customers ABCD Ranking
Menu 12.2.40 Customer ABC Report
All customers have been assigned an A, B, C or D ranking according dollars. It is flashed on the screen in order entry after you put in the customer number but before the first screen is displayed. Customers are ranked based on total annual purchases from all branches. Customer will be ranked as an
"A" Sales dollars are greater than $10,000/year,
"B" Sales dollars are $5,000- $9,999/year,
"C" Sales dollars are $1,000-$4,999/year,
"D" Sales dollars are less than $1,000/year.
Customers will be ranked as an "N" if they have been a customer for less than one-year and sales dollars remain under $5,000. To run, select menu 12.2.40, select printer number to print. Select A, B, C, D, N or <enter> for all.

Print Listing of all Corp. Product Categories
Menu 12.3.34 Product Category Listing
To run, select menu 12.3.34, select printer number to print, "C" to continue, a numerical listing of all Corp. Product Categories will print.

Screen resorted

Menu 19.1 – Customer Orders Not Purged

This screen has been re-sorted to show open orders by date first, then completed orders by date. Previously this screen sorted only by date requiring the users to scroll through all orders to find an open order.

Option to pull up online catalog page from stock status

Menu 19.6 – Stock Status

AccuTerm 2k2 Users Only

With a catalog item on the stock status screen, press 'U' <enter> to display the catalog page from www.johnstonesupply.com. Currently only Johnstone Catalog items are listed. Once the url (web address) is known non-catalog items can be added.

Menu 27   **PO Forecasting Menu**

Print ABC ranking and Seasonal Flag

Menu 27.4 Report Forecast

Report will now display the ABC Ranking and Seasonal Flags

Menu 32   **Corp Transmissions**

Address 3 line added to PO transmission

Menu 32.9 – Purchase Order Transmissions

Previously when transmitting a PO to Corporate, the only Address 1, Address 2, City, State and Zip code were transmitted to Corp. The Address 3 line is now included.

New option to bypass OE open order check

Menu 35.9 – Order Entry Open Order Check

Parameter to bypass specified customers for the Open Order check in Order Entry. Enter the customer number, select line 1 Flag, and enter an 'N' if you do not want that customer to check open orders for this customer.

You can enter "DEFAULT" at the customer prompt on this screen and enter "N" in field 1 and the system will NOT check open orders or open quotes.

```
CUSTOMER:   ---------------              NAME:
1. FLAG
```

New parameter for receiving and updating vendor information

Menu 35.10, field 5 – Receive and Update Vendor Buying during EOD

Parameter to choose whether or not to receive and update the Vendor Master (12.4.1.2) information. "Y" to Receive and Update, "N" not to Receive and Update. Vendor Buying information (Menu-12.4.1.5 and 12.4.1.6) will always be updated for viewing in Notes.

```
                        EOD Update Parameter Maintenance
    1. Print List of New Products to Maintain          N
    2. Bulk Maintain New Products                      Y
    3. List PO's with Differenct Costs than Received   Y
    4. List of Contract Prices with Cost Changes       Y
    5. Receive and Update Vendor Buying during EOD     Y




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