

# Upgrade U2005.1 Documentation

## Menu 1

## Order Entry and Invoicing

### 1.2 Sales Order Inquiries

There is now a way in which counter or sales people will be alerted when an item has been quoted to a customer and put into the Database system.

When accessing a customer account, if that item has been entered in as a quote, a message saying, "This item is still open on quote number (8 digit number)" will appear at the bottom of the screen.

```

CUSTOMER 7177  PHONE 859-269-7244  DE CD 01  WISE 001  ORD DATE 0
BUYER          SPECIAL INST:
BILL JOHN D. SISLER, JR.  SHIP 1. JOHN D. SISLER, JR.  ORDER
ID: 145 JESSELM DRIVE    ID: 2. 146 JESSELM DRIVE    NEW
                               3.                               REL
                               4.                               001
                               5. LEXINGTON          KY 40503
                               SUBTOTAL
-----
--ITEM NUMBER--  -----QUANTITIES-----  -----PRICING-----
LN  DESCRIPTION  ORDER INVC D PICK  B/O  PRICE DISC%  DPRICE  TX F
001 cp124-1#####

This item is still open on QUOTE 01104440 - <ENTER>
END-F1  XREF-F2  OFF-F3  INO-F4  CASHT-F5  CASH-F6  CODT-F7  COD-F

```

At this point, two things can occur. You can back out of the order, look up that quote, convert that quote to an order and proceed, or you can continue in order entry with the order. However, if you do not go back afterwards and cancel the quote, every time that one part number is entered in that specific account, the message will come up telling you that it is still on a quote.

\*\*Refer to [http://dstdocs.sitemax.com/param\\_35\\_9.asp](http://dstdocs.sitemax.com/param_35_9.asp) for instructions on turning this message off.

## 1.2 Order Entry Customer Discount Percentage

When the discount percentage is changed in line 3 of the order entry header screen, an email notification will be sent to the email address in menu 35.19.4 Price Override.

### 1.11 Quote Reprint

Users now have the ability to re-print quotes. This is a non-html quote reprint feature.

#### 1.20.10 Phone Long Distance Maint.

This menu is used to specify LOCAL area codes that do NOT require the '1' when dialing.

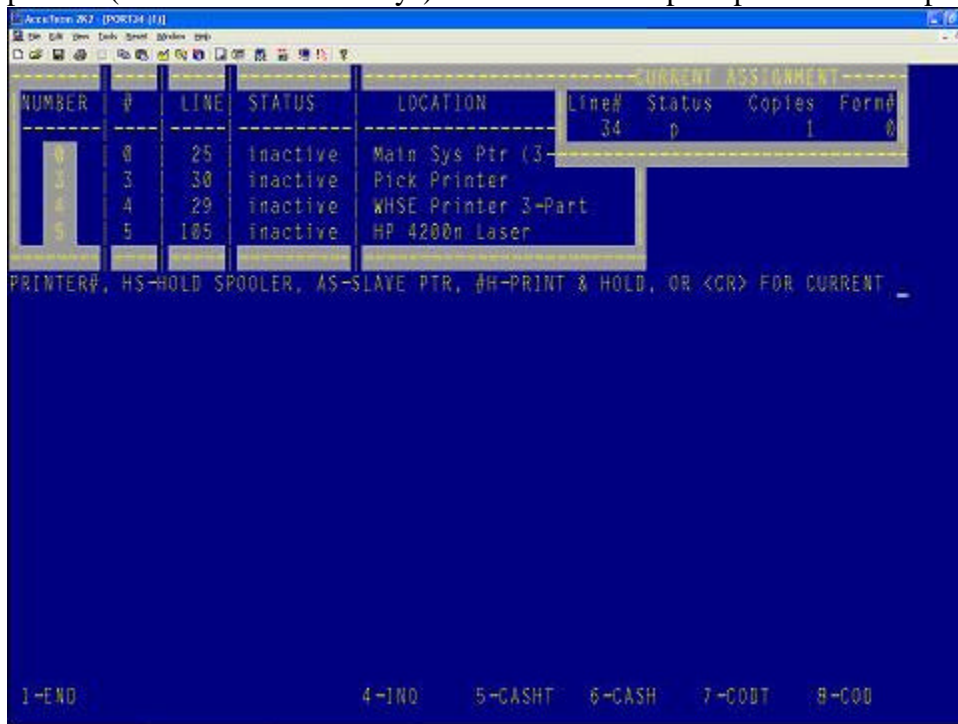
Enter the area code, then enter an 'N'.

## Menu 4

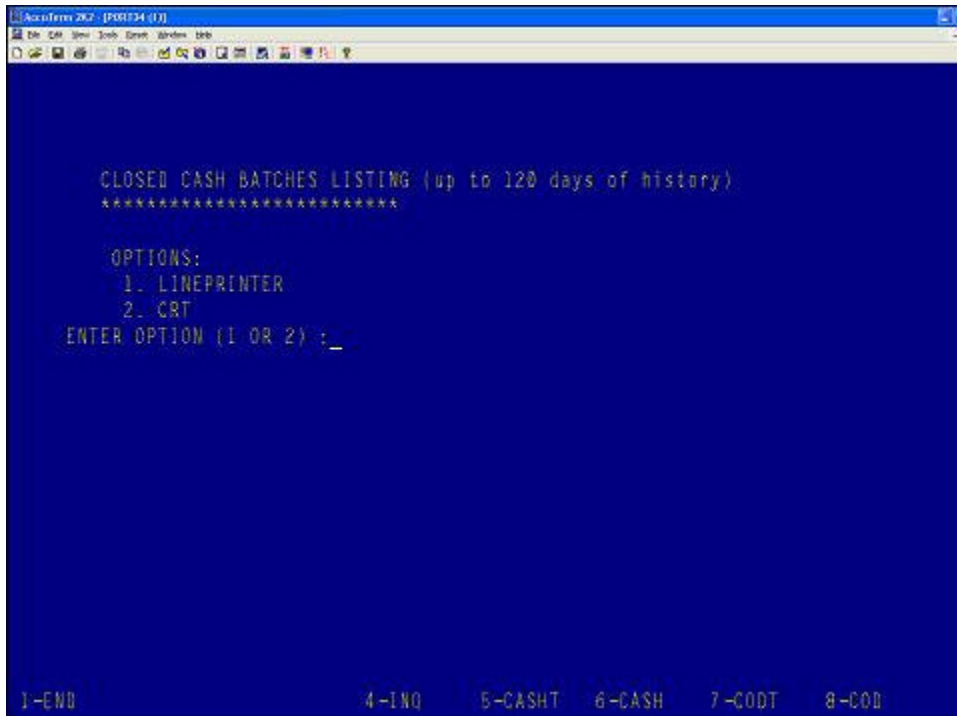
## Accounts Receivable

### Menu Option 4.2.39 Past Month's Batches

The purpose of this new menu path is to allow users access to AR batches from previous periods (within the last 120 days). The user is first prompted to enter a printer selection:



Or can chose a screen option to view the results:

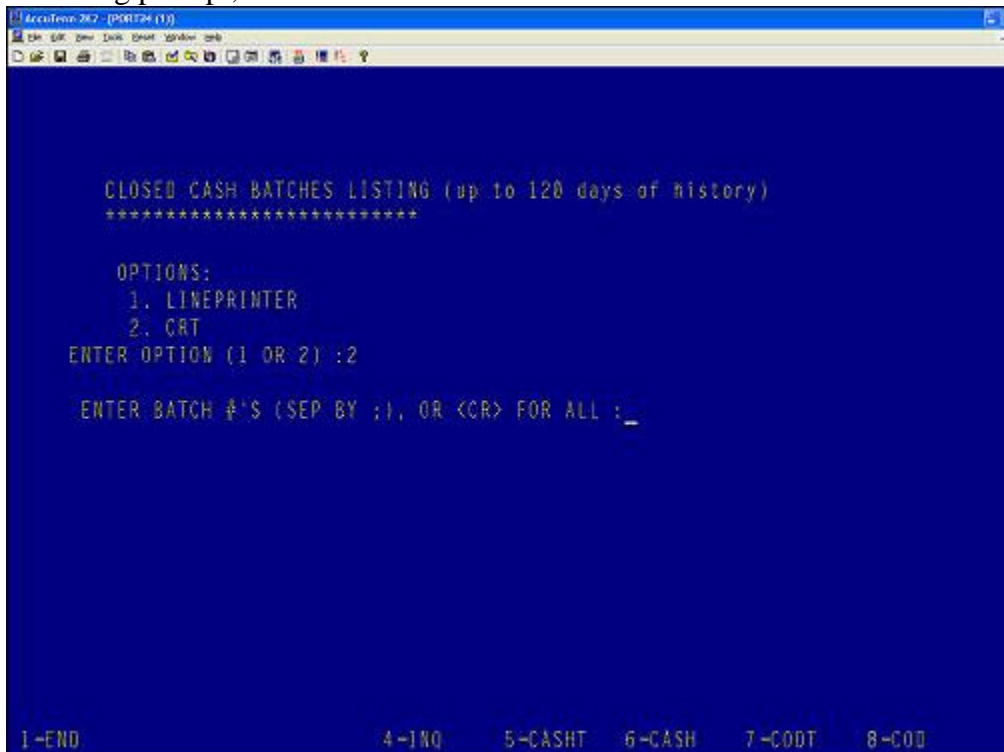


```
AcuTerm 262 - (P00134 (1))
CLOSED CASH BATCHES LISTING (up to 120 days of history)
*****

OPTIONS:
 1. LINEPRINTER
 2. CRT
ENTER OPTION (1 OR 2) :_

1-END          4-INV          5-CASHT        6-CASH         7-CODT        8-COD
```

If you are inquiring about a specific batch, you can enter the batch number at the following prompt, or hit return for ALL:



```
AcuTerm 262 - (P00134 (1))
CLOSED CASH BATCHES LISTING (up to 120 days of history)
*****

OPTIONS:
 1. LINEPRINTER
 2. CRT
ENTER OPTION (1 OR 2) :2

ENTER BATCH #'S (SEP BY ;), OR <CR> FOR ALL :_

1-END          4-INV          5-CASHT        6-CASH         7-CODT        8-COD
```

You may also further narrow the report, by selecting one customer, multiple customers (separated by a semicolon) or ALL customers:

```

AcuTerm 262 (PORT4 [1])
CLOSED CASH BATCHES LISTING (up to 120 days of history)
*****

OPTIONS:
  1. LINEPRINTER
  2. CRT
ENTER OPTION (1 OR 2) :2

ENTER BATCH #'S (SEP BY ;), OR <CR> FOR ALL :

ENTER CUST #'S (SEP BY ;), OR <CR> FOR ALL :

1-END                4-INV    5-CASHT  6-CASH  7-CODT  8-COD

```

The next prompt gives the user the option for summary or detailed data. Summary data will produce output limited to the batch number, the batch total and the write off amounts:

```

AcuTerm 262 (PORT4 [1])
06:52:47 08 Mar 2005    CLOSED CASH BATCHES LISTING    PAGE 1
BATCH# AMT..... WO.AMT...
-----
002871  10291.59      0.00
-----
002872   6576.81      0.00
-----
002873   4266.30      0.00
-----
002874   4574.45      21.50
-----
002875    872.60      0.00
-----
002876  11980.07      0.00
-----
002877  12473.05      0.00
-----
002878    51.47      0.00
-----
002879   8048.33      0.05
-----
1-END                4-INV    5-CASHT  6-CASH  7-CODT  8-COD

```

If you choose detailed output, the batch number, the invoice number, the customer, number, the customer name, the reference number, and the posted amount will display. This is best viewed on the printer instead of the screen. If you choose screen display, CTRL-X will terminate the report. Output for the detailed report, on the printer, will display as:

06:54:54 00 Mar 2005		CLOSED CASH BATCHES LISTING		PAGE 6						
HCASHPT.HOLD	BATCH#	IN#	ALPHA CUST	CUST.NAME	REF.DATA	TYPE	AMT	CODE	NO.	AMT
341535	002074	01156013	02505	AGUAS FRESCAS FESTIVAL	9410	PMT	790.95			
341536	002074	01156014	02505	AGUAS FRESCAS FESTIVAL	9410	PMT	137.71	2		0.02
Customer Total							2304.22			
02505										
341537	002074	01155904	37370	JC BUILDING SYSTEMS	300	PMT	41.61			
341538	002074	01156070	37370	JC BUILDING SYSTEMS	300	PMT	79.01			
Customer Total							121.42			
37370										
341539	002074	01156267	12909	COAST PLUMBING, HTG & AIR	100000	PMT	490.20	2		10.01
341540	002074	01156322	12909	COAST PLUMBING, HTG & AIR	100000	PMT	126.71	2		2.59
341541	002074	01156319	12909	COAST PLUMBING, HTG & AIR	100000	PMT	157.04	2		3.21
Customer Total							774.03			
12909										
BATCH TOTL 002074							4574.45			
341542	002075	01155602	04403	SENIORCARE	2750	PMT	150.01			
341543	002075	01156153	04403	SENIORCARE	2750	PMT	441.00			
Customer Total							571.01			
04403										
341544	002075	01155626	05201	ORANGE FINANCIAL CENTER	16157024	PMT	301.59			
Customer Total							301.59			
05201										
BATCH TOTL 002075							872.60			
341593	002076	01903569	30770	MAGGIANO'S LITTLE ITALY	254479	PMT	6.29			
Customer Total							6.29			
30770										
341594	002076	01154941	10022	CAPISTRANO UNIFIED SCHOOL	60057736	PMT	5795.74			
341595	002076	01156174	10022	CAPISTRANO UNIFIED SCHOOL	60057736	PMT	332.09			
341596	002076	01156175	10022	CAPISTRANO UNIFIED SCHOOL	60057736	PMT	722.11			
DIST										

## Menu 5 Price Maintenance

### 5.33 New Customer Pricing Matrix

Users now have the choice of Customer Program or Customer Class. The 'C' (Customer Class) will pull from Menu 12.2.2.2 Screen 2, field 4.

## Menu 11 Sales Analysis

### 11.18 Invoice Totals by Operator

This menu displays invoice totals by operator or salesman #, by company and by select period.

- 1) Select a printer
- 2) Enter Company (2n) or <enter> for all?
- 3) Enter Beginning Period (YYYYMM)?
- 4) Enter Ending Period (YYYYMM)?
- 5) Sort by – 1)Operator 2)Salesman ?

Invoice Totals by Operator or Salesman

Enter Company (2n) or <enter> for all ?04

Enter Beginning Period (YYYYMM) ?200503

Enter Ending Period (YYYYMM) ?200503

Sort by - 1)Operator 2)Salesman ?2

## Results...

11:59:36 04 Mar 2005 Invoice Totals by Operator Page 1  
for period 200503 thru 200503

co# opname..... sale.amt..

BRUCE SCHAEFER		2682.89
CUSTOMER DIALUP	1174.60	
DAN SCHRECK		4.99
JEFF COLLIER	2539.59	
JEFF_MILLER	520.57	
JOSH GOODMAN	92.29	
RON-II		20.63
RYAN LEWIS		80.95
TIM ADLER		256.70
TONY KURTZ	196.70	
04	7569.91	
	7569.91	

[405] 52 items listed out of 52 items

## Menu 12

## File Maintenance

### 12.3.2.3 Product Detail Maintenance

To allow your system to accept the Corp transmitted information for either the Serialized Product or the Taxable Flag, set the parameter to "Y" on m-35.6 screen 2, Fields 15 and 16. Go to menu 35.6 - Parameter File Maintenance to view the complete instructions.

### 12.3.6 Hazardous Ship Code Maintenance

The hazardous ship codes are now being transmitted daily from Corp.

### 12.2.2.2 Flagging of Customers that do not want prices printed on Pick packs or Invoices

Use Menu 12.2.2.2, field 16 if you have customers that prefer not to have pricing on their pick packs or invoices. Enter a 'P' in field 16 if you do not want pricing to appear on a customer pick packs. Enter 'I' if you do not want prices to print on invoices. Enter 'B' if you do not want prices to print on pick packs or invoices.

## Menu 15

## Warranty

### 15.8 Aged Warranty Receivables Report - Combining All Stores

Use Menu 15.8 to view this report that combines Aged Warranty Receivables for "all" of your store.

1. Select the printer number that you want the report to print on.
2. Then ENTER VENDOR NUMBER(S). SEPERATE MULTIPLES WITH ';' <CR> FOR ALL>



3. CHOOSE (S)UMMARY OR (D)ETAILED REPORT>
4. If you want to combine all store onto one report type 'C' and hit return.

**Menu 16** **End-of-Day Processing**

**16.5 EOD Report X-ref**

**New EOD report #124 "UNFINALIZED ORDERS - REINVOICED AT A DIFFERENT TOTAL"**

This new report not only shows you the invoices that were unfinalized the day before, but also if they were re-invoiced with a different dollar amount.

```

17:56:47  11 Mar 2005  UNFINALIZED ORDERS - REINVOICED AT A DIFFERENT TOTAL
RELEASE   RELEASE AUDIT TRAIL                                     PRODUCT NO  ORD QTY  TOT
AMT  CASH RECD  CUST NO
02263295001 WILL 14:34:56  11 Mar 2005 - 85 'PI'          L38-330      1
163.70      163.70  220879
          WINSTON 14:37:47  11 Mar 2005 - 51 'UNF'          L88-214      7
          WILL 14:43:54  11 Mar 2005 - 85 'PI'          L37-765      1
          L88-176      1
          B82-023      1
          L38-174      1
          L38-173      1
          H25-245      1
02263295001 WILL 14:34:56  11 Mar 2005 - 85 'PI'          L38-330      1
136.01      136.01  220879
          L88-214      7
          L37-765      1
          L88-176      1
          B82-023      1
*****
02263054001 KARL 09:33:04  09 Mar 2005 - 82 'PP'          B81-977      1
216.37      216.37  220123
          WILL 11:02:37  11 Mar 2005 - 81 'PP'          M. CANCELLED LINE
          BRANDON 11:13:01  11 Mar 2005 - 81 'PI'
          WINSTON 11:15:42  11 Mar 2005 - 51 'UNF'
          KARL 11:41:00  11 Mar 2005 - 82 'PI'
02263054001 KARL 09:33:04  09 Mar 2005 - 82 'PP'          B81-977      1
287.63      0.00  220123
          WILL 11:02:37  11 Mar 2005 - 81 'PP'          L96-327      1
          BRANDON 11:13:01  11 Mar 2005 - 81 'PI'

```

Each release is separated by the line (\*\*\*\*\*)  
The first time the release is shown is the re-finalized release.  
The second time the release is shown is the originally finalized release.  
As you can see on this example, after the first release was unfinalized, several items were added to it before it was re-finalized.

**16.6 End of Day Open Bar Code Receivers Report**

This report will list any bar code receivers that were left open and not received into the system before day end started.

1. Go to menu 16 "Day End". Enter DE password.
2. Choose Menu 6 EOD Report Xref File Listing. Then choose the printer number that you want it to print on. It will list the following menu:

## **EOD Report Xref File Listing**

Enter Company (2n) or <enter> for all ? For example choose store 01. (this will print out all the end of day reports assigned to store #01. Pull the report and look for "list of open bar code receiver". It will have a number beside it. Record that number (i.e. 01-169).

Now choose Menu 16.5 "EOD Report Xref Maintenance". The screen will look like the following:

EOD.XREF ID        ----- (Enter CO#-rpt#)

1. RPT.NAME.....:
2. Email.Addr1.:
3. Email.Addr2.:
4. Email.Addr3.:
5. Email.Addr4.:
6. Printer#.....:
7. No.Copies...:
8. Font size...:

The cursor will be flashing beside "EOD.XREF ID". Here is where you will enter the store number, a dash, then the report number that you recorded earlier. For instance 01-169. See below:

EOD.XREF ID        01-169 (Enter CO#-rpt#)

1. RPT.NAME.....: List of open bar code receiver
2. Email.Addr1.:dennis.putman@johnstonesupply.com
3. Email.Addr2.:
4. Email.Addr3.:
5. Email.Addr4.:
6. Printer#.....: 3
7. No.Copies...: 1
8. Font size...:

Fill out the appropriate printer or email address where this report should be sent. Then hit '0' to accept. (Do the same procedure above if you want to apply it to your other stores i.e. stores 02 etc...)

A notification will now be sent if any bar code receivers are left open when the day end starts.

## **EOD Lost Sales Report – Additional Information**

Two additional fields have been added to the Lost Sales report created during End-of-Day. The report will now show the ROP for the part as well as the Sales Dollars for the last 12 month period.



WHSE PRODUCT #..... PROD.DESC..... VEND DATE1... QTY.. ROP.. SALES.12MO.. OPER.NAME..... PORT

001	B10-099	SLD8-5SVHH DRYER	480	03/07/05	1	0	0.00	Bob P	53
001	B12-299	ASD-35F5-VV 049170 DRIER	483	03/07/05	1	0	53.27	Bob P	53
001	B14-052	SFD13F5VV 060248 DRIER	483	03/07/05	1			Bob P	53
001	X89-625	2702-321P VENT MOTOR	615	03/07/05	1			Joey C	50

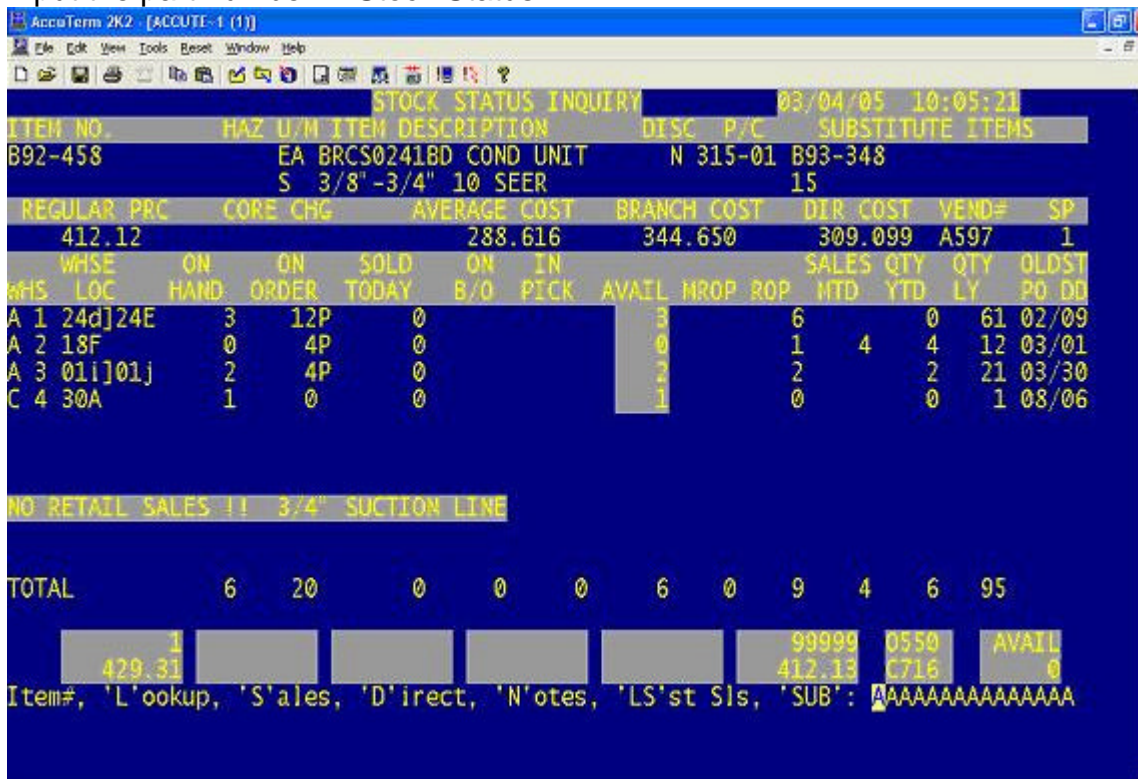
4[405] 4 items listed out of 4 items.

**Menu 19** **Inquiries**

**19.6 View Quotes from Stock Status**

Users now have the ability to view quotes from Menu 19.6 Stock Status

Input the part number in Stock Status



Input 'Q' at the prompt and a list of all open quotes for that part will appear.

```

AccuTerm 2K2 - [ACCUTE-1 (1)]
File Edit View Tools Reset Window Help
QUOTE #. CUST.NAME..... ORD DATE A.PROD.NO..... ORD.QTY VALUE...
01104180 EMPLOYEE PURCHASE ACCOUNT 01/06/05 B92-458      1  404.88
01104227 EMPLOYEE PURCHASE ACCOUNT 01/22/05 B92-458      1  404.88
02213153 EMPLOYEE PURCHASE ACCOUNT 02/28/05 B92-458      1  429.31
01189488 MC DERMOTT SERVICE COMPAN 02/07/05 B92-458      1  351.32
Y
02213118 RHAA                      02/21/05 B92-458      1  429.31
01104248 VATTEROTT COLLEGE-N CNTY  01/31/05 B92-458      1  351.48
01104297 VATTEROTT COLLEGE-N CNTY  02/21/05 B92-458      1  351.48

[405] 7 items listed out of 1470 items.
Enter Quote Number (8N) or <ENTER> █

```

Enter the quote number (8N) to go into the quote. The system will also prompt for an operator code after entering the quote number.

### 19.6 Stock Status "Web"

In stock status, when you type "Web," you can now see the inventory available at the Allentown Distribution Center in addition to the Memphis and Portland Distribution Centers. The bottom of the screen shows the last time that the inventory screen was updated.

```

AccuTerm 2K2 - [work (1)]
File Edit View Tools Reset Window Help
MIDEAST STOCK STATUS INQUIRY 03/18/05 10:56:35
ITEM NO. HAZ U/M ITEM DESCRIPTION DTSC P/C SUBSTITUTE ITEMS
b12-266 EA 047614 EK-163S LQDRIER N 317-01 B14-398]B10-126
BR# STORE LOCATION ABC AVL OVS BR# STORE LOCATION ABC AVL OVS
**MDC Memphis...1563 **PDC Portland...867 **ADC Allentown...1431
142 IN Evansville A 369 8 MI Muskegon 168
74 IN Fort Wayne A 22 254 MI Romulus B 11
235 IN Highland 1 234 MI Traverse City 4
10 IN Indianapolis A 6 95 MI Troy A 6
255 IN Kokomo B 12 188 OH Akron 24
117 IN South Bend A 110 90 OH Brooklyn Heights 18
197 IN Terre Haute B 5 101 OH Cincinnati A 337
163 KY Bowling Green B 4 102 OH Cincinnati A 88
161 KY Florence A 48 77 OH Columbus 13
126 KY Lexington B 3 116 OH Dayton 89
184 KY Louisville A 9 151 PA Butler A 11
226 MI Detroit B 10 148 PA Monaca A 10
168 MI Grand Rapids 15 149 PA Pitts. Babcock A 19
153 MI Holland 25 249 PA Pitts. East A 24
285 MI Kalamazoo 22 150 PA Pitts. Bethel Park A 5
227 MI Lansing A 18 212 WV So. Charleston A 60

Last Update from Corp 03/18/2005 07:00:31 PT - 'N'ext, 'U'pdate or <Enter> ?_

```

### 19.6 Stock Status Last Cost Changes



The dates of Cost and Price changes that post to the file maintenance history (menu 12.7), for example manual updates to product master maintenance (12.3.2.2), will be displayed in stock status on the lower part of the screen. It is helpful to know when the last time a cost or price was updated when quoting a price to a customer. (See example below)

Corp transmissions, Uploads through menu 5.9 or programmer updates through TCL are excluded from displaying this information because they are not posted to file maintenance history.

If no changes have been made in product master maintenance, then "NO CHANGES FROM MENU 12.3.2.2" will be displayed on the screen.

STOCK STATUS INQUIRY										03/25/05 12:59:48			
ITEM NO.	HAZ	U/M	ITEM DESCRIPTION				DISC	P/C	SUBSTITUTE ITEMS				
JMC-DB1		EA	475 1X48X120				N	230					
		B	SHEET										
REGULAR	PRC	CORE CHG		AVERAGE COST		BRANCH COST		DIR COST	VEND#	SP			
31.78				17.573		19.067		19.067	1032	6			
WHSE	ON	ON	SOLD	ON	IN	CON		SALES QTY QTY					
WHS	LOC	HAND	ORDER	TODAY	B/O	PICK	AVAIL	IP	EQ	ROP	MTD	YTD	LY
A 1	2WF1	157	0	0		0	109	48	12	28	36	111	995
C 2	W20	0	0	0		0	0			0		0	12
A 3	OS2]wh30	472	0	0		0	470	2	12	30	-23	687	957
A 4	ea	196	0	0	0	12	178	6	36	210	303	884	2269
A 5	W2F1	171	0			6	165		12	30	18	47	453
A 6		260	0	37	0	1	259		36	221	221	659	1054
A 7	WH3	125	0	1	0	12	113		0120		71	212	524
N 8	wh6	91	0	1	0	0	91		6	8	6	33	49
TOTAL		1472	0	39	0	31	1385	56	647	632	2633	6313	
Last changes:		PRICE	06/11/03	COST	08/18/04	DIRECT	08/18/04						
	1	31.78	6	31.68								AVAIL	109
Enter Item#, 'L'ookup, 'S'ales, 'D'irect, 'N'otes, 'LS'st Sls: AAAAAAAAAAAAAAAAAA													

### 19.11 & 19.13 Display change

The display has changed on menu's 19.11 and 19.13. The old view of 19.11 allowed you to view the Vendor Open Purchase Order Inquiry by listing the purchase orders under store number i.e. store 01, 02, etc.... The new display change now allows you to view the Vendor Open Purchase Order Inquiry by the actual "Johnstone" store number i.e. store 88.

Menu 19.13 now allows you to view the Open Purchase Order by Item by the "Johnstone" store number i.e. 88.

## Menu 25 Printer Options

### 25.5 Abort Default Laser Printer(s)

This new program is to abort a print job on the default laser printer. The default laser printers are specified in Menu 35.12, field 10 for Signature Capture EOD Invoice printer and Menu 35.14, field 2 for Laser Statement printer. First, you will be prompted to enter the company number, this is because the default laser printers are different depending on the company.

Next it lists the two default laser printers and prompts for which one to abort (stop.)

```
Laser Printers for Johnstone Supply
```

1. Default EOD Printer (inv160\_1)
2. Default STMT Printer (inv044\_3)

```
Enter Printer# or 'END' to quit: 2
```

Select the line number for the printer you wish to abort and press <enter>  
You will see the following messages on the screen

```
Now killing print job on default STMT printer
```

```
Now executing !rsh sig044 lprm -P inv044_3 -
```

Finally, you'll be prompted to turn the printer off and back on. Press <enter> when finished.

```
Please power the printer off and back on...  
<CR> to continue
```

## Menu 27

## PO Forecasting

### 27.1 Reorder Point Menu

ROP's for items marked as exceptional will be updated immediately rather than waiting for the next automatic ROP calculation. Exceptional sales can be marked in the following menus:

- Menu 1.2 – Order Entry – Enter the quantity, followed by an E
- Menu 16.9 – Stock Status (E option)
- Menu 27.5 – PO Forecast (SE option)
- Menu 27.1.2 – Flag Exceptional Sales

The purpose of this change is to decrease the likelihood of an item being reordered based on a bogus ROP that was calculated before the sale was marked as exceptional. For example, there is an exceptional sale on Friday that was not marked as exceptional at the time of the sale. The ROP is calculated during the weekend, then on Monday, after reviewing the possible exceptional sales report, the sale is marked as exceptional. At this point, before this upgrade, the ROP would remain, including the exceptional sale, until the following week-end recalc. With the new upgrade, the ROP will be recalculated immediately after the sale is marked as exceptional.

#### 27.1.21.12 Use EOQ in Forecasting

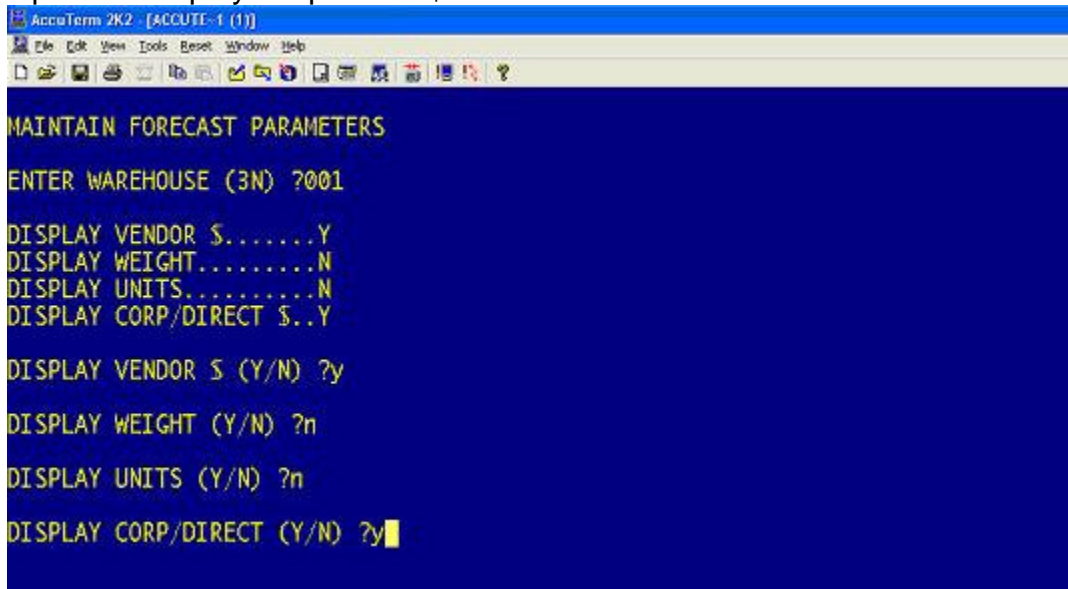
Use Menu 27.1.21.12 to turn off the EOQ functionality and sets inventory at a minimum level. This happens immediately after the next day end. You may want to turn off EOQ a month before physical inventory to set your inventory at a minimum level.

#### 27.5 Maintain Forecast

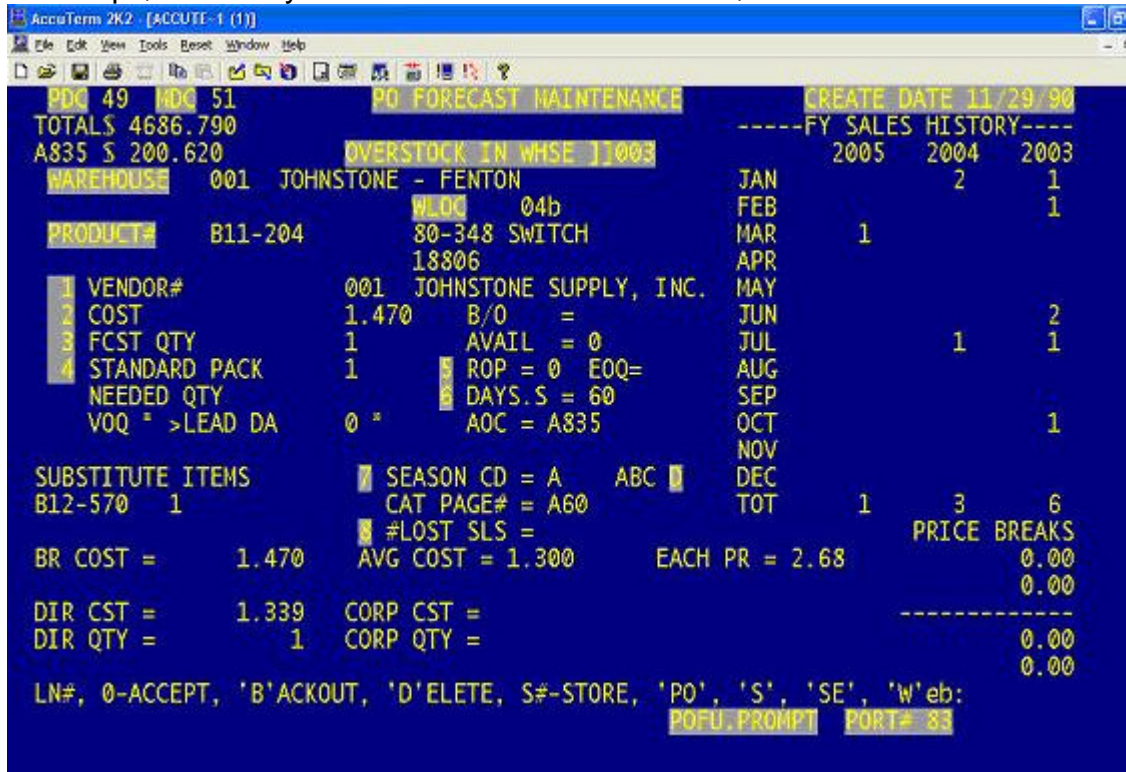
How do you know whether to buy direct of from the DC on 'A' Vendors when processing a Corp order through Menu 27.5?

A running total now appears on Menu 27.5 to show the 'A' vendor direct forecast for each product that is an 'A' vendor item.

To enable this feature go to Menu 27.5C Forecast Parameters and change Option 4 'Display Corp/Direct \$" to a 'Y'



Then go into Menu 27.5 for the warehouse number you are processing. Under the Corp \$ Amount you will see the 'A' vendor total \$



This total will change as you add or delete items for that vendor, just as the Corp total changes.

## Menu 32 Corp Transmissions

32.9 Warning Message for Purchase Orders that have already been transmitted



The system will now warn you if you have already transmitted a purchase order to Corp. When attempting to send a PO that has already been transmitted before from menu 32.9, the system will display the following message:

EDI 850 (PURCHASE ORDER) TRANSMISSION TO CORP SCREEN  
This PO has already been Transmitted on : 03/11/05 at 09:57  
Type a 'y\*\*\*' to retransmit this PO:

**Menu 35** **Paramenter Menu**  
**35.6 Parameter File Maintenance**

New Parameter to control new Corp PTRANS Fields: Serialized Product (m-12.3.2.3 Field 14. SERIALIZED INV) & Taxable flag (m- 12.3.2.3 Field 17. TAX FLAG)

- 15. Update serialized inventory flag from Corp price trans and
- 16. Update taxable product flag from Corp price trans.

If you want to accept Corp.'s transmission, enter a Y. If you want to ignore Corp's transmission, enter an N (or leave blank.)

1. Allow cross-company posting in a/p and g/l	Y
2. Sales.4 file used	Y
3. Sales.5 file used	Y
4. Sales.6 file used	Y
5. Sales.7 file used	Y
6. Update serial numbers at po receipts time	N
7. Processing code to enter purchase order notes	
8. Use DQ editor for credit memo notes (4.1.9)	Y
9. Use DQ editor for telemarketing notes (33.1)	Y
10. Prompt for y*** if posting period does not agree with transaction date	
11. Fax monthly branch sales to Corp	Y
12. Print year-end lifo report	N
13. Lock out system during day-end/month-end	
14. Zero out non-stock items with no sales in 'xxx' days	
15. Update serialized inventory flag from Corp price trans	Y
16. Update taxable product flag from Corp price trans	Y

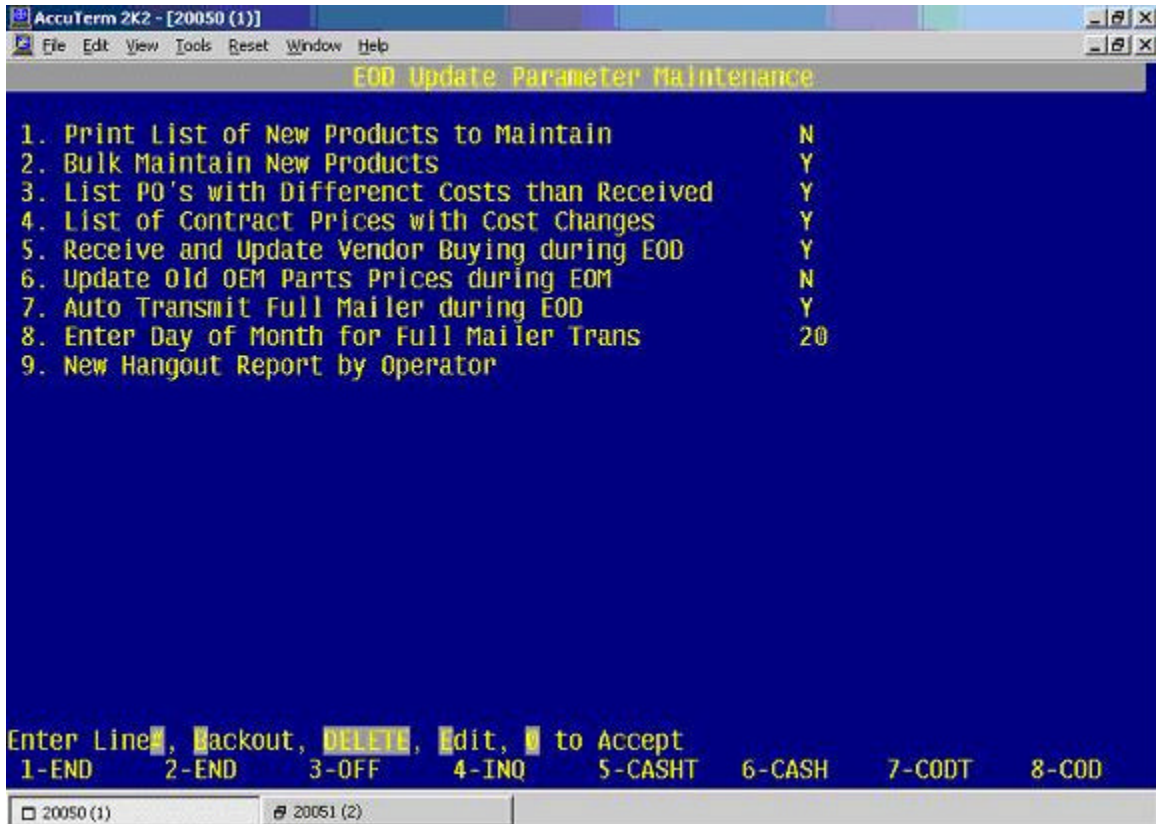
**Important note:** Once the flag is set, it will only update from the current price transmission. If you would like all catalog items to be updated, either set the flag before the full catalog price transmission comes out April 1st, or run menu-32.20.

**35.10 Automatic Monthly FTP of Complete Mailing List**

This will automatically transmit your mailing list to corp. Begin by setting your parameters in menu 35.10. Set Field 7 to "Y" and in Field 8 enter the day of the month you want the mailer to transmit. The mailer will automatically transmit to corp during EOD processes the night after the day entered. Keep in mind that you still need to meet corps deadlines for accepting the mailing list. The date entered needs allow for weekend/holidays situations. DST recommends the 20<sup>th</sup>.

**Note: Contact Karen Krist at Corp before transmitting your first monthly FTP.**





### 35.12 Signature Capture Company Parameters

#### New field to specify signature Capture bypass password

Field 10, enter the password desired. If you leave the field blank it will use the default password of SST.

### 35.10 EOD Update Parameter Maintenance

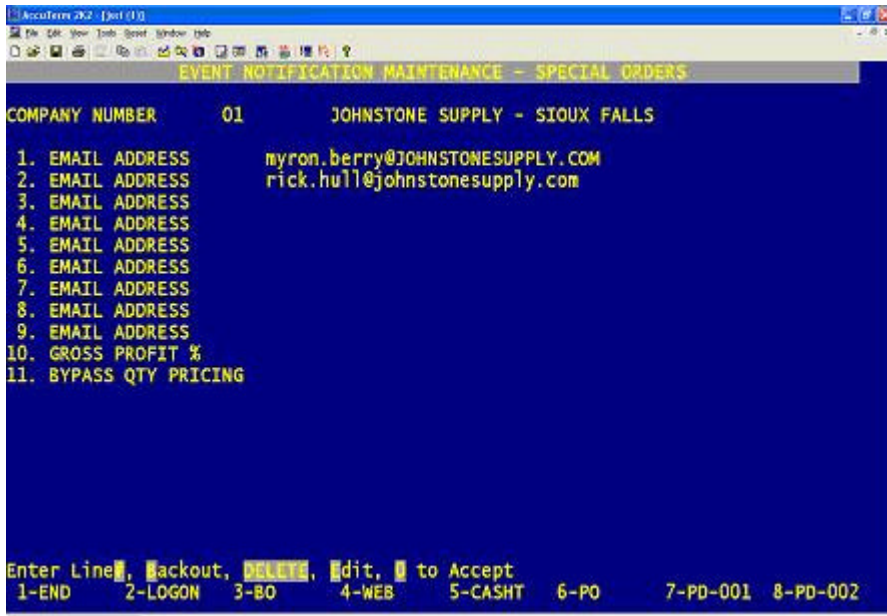
#### New Option for Hangout Report by Operator

This new parameter, field 9, controls whether you will get the original Hangout report sorted by release number, or the new Hangout report, separated by operator. Leaving the field blank, or putting an 'N' will print the original Hangout, Putting a 'Y' will print the new Hangout.

The new Hangout report will print each operator's orders on a separate sheet, and not only will it print the open in pick orders, but it will print the open Backorders as well.

### Menu 35.19.8 Event Notification of customer back orders or special orders to purchasing agent

This program will notify the person you choose (purchasing agent) to receive an email notification of any items back ordered for your customer from anyone taking a customer's order. The notification is immediate so the purchasing agent can react immediately to fill the order.



Begin by going to Menu 35.19.8. Enter the company store number (i.e. 01, 02 or 03) Select the line number and enter the email address of the person you would like notified. You can have multiple recipients. An email will be sent in the following format.

