



Report Capture

Training Guide

MDS Report Capture Training Guide
e



Introduction

- How to use Report Capture
- How to Design Report Templates

MDS Report Capture

7 1



Agenda

- Function Key Definitions
 - Report Functions for Existing Reports
- Designing Report Templates
 - Manual Method
 - Visual Method

MDS Report Capture

7

Master Distributor System - Operator Maintenance

Operator Code

15.#	Processing Codes	Update
23.	RA	F
24.	WC	F
25.	FA	F
26.	PA	F
27.	EI	F
28.	AD	F
29.	SU	F
30.	IS	F

Enter Function Key Number to change, 0 to Accept :

PAGE 2 OF 3

HELP	OK/END	INSERT	_DELETE	>PREV PG	NEXT PG	NQUIRY	CANCEL
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Account:BASE.12 Port:014 Menu:MENU **Capture:On**

Master Distribution System

Release 12.12

Main System Selector

- 1. Order Entry and Invoicing
- 2. Order Entry Reports
- 3. Accounting Registers
- 4. Accounts Receivable
- 5. Price Maintenance/Price Books
- 6. Costing/Inventory Evaluation
- 7. Purchasing
- 8. Inventory/Warehouse Procedures
- 9. Physical Inventory Procedures
- 10. Inventory Management
- 11. Sales Analysis
- 12. File Maintenance
- 13. Accounts Payable
- 14. General Ledger

- 15. End of Day Processing
- 16. End of Month Processing
- 17. End of Year Processing
- 18. Inquiries
- 19. Utilities
- 20. Recall Generator
- 21. Special Programs
- 22. Electronic Mail
- 23. Purge and Fix Programs
- 24. EDI Menu
- 25. Service Menu
- 26. Raw Materials
- 27. Tele-Marketing Menu

Enter Selection or END :

HELP	CONTACTS OK/END	MAINT INSERT	DRILL _DELETE	EXECING PREV PG	NEXT PG	CAPT OFF NQUIRY	VIEW CANCEL
------	--------------------	-----------------	------------------	--------------------	---------	---------------------------	-----------------------

User : johnsenr Archive :

#	Report Name	Date	Time	Size	St
1.	Stock Status--Sales Report	08/27/02	02:10:35	15267	
2.	Picker, Packer Productivity Report	08/27/02	02:10:20	1136	
3.	Daily Non-Stock Report	08/27/02	02:10:16	880	
4.	Price Hold Report	08/27/02	02:10:06	39531	
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					

Enter Line# to View, DELETE to Delete or END :YYYYYY

All Rpts	Range	DelRange	Comm/User	Copy	Flat	Fax	EMail
HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT

User : johnsenr Archive :

#	Report Name	Date	Time	Size	St
1.	Stock Status--Sales Report	08/27/02	02:10:35	15267	
2.	Picker, Packer Productivity Report	08/27/02	02:10:20	1136	
3.	Daily Non-Stock Report	08/27/02	02:10:16	880	
4.	Price Hold Report	08/27/02	02:10:06	39531	
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					

Enter Line# to View, DELETE to Delete or END :XXXXXX

All Rpts	Range	DelRange	Comm/User	Copv	Flat	Fax	EMail
HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT

Report Master View Help

n	- Move to Line n
Down Arrow	- Move Down One Line
Up Arrow	- Move Up One Line
<F5>	- Move Up the Page
<F6>	- Move Down the Page
Right Arrow	- Shift Right
Left Arrow	- Shift Left
<SHIFT F1>	- Move to Top of Report
<SHIFT F2> or \$	- Move to End of Report
/pattern	- Find Pattern
/	- Repeat Last Find - Forward
^pattern	- Find Pattern - Backward
^	- Repeat Last Find - Backward
SHIFTnn	- Change Column shift to 'nn'
SELECT or S	- Select Printer other than Default
<SHIFT F3> or V80	- View 80 columns of data
<SHIFT F4> or V132	- View 132 columns of data
<SHIFT F5> or P	- Print All or Part of Report
<SHIFT F6> or FAX	- FAX All or Part of Report
<SHIFT F7> or MAIL	- e-Mail All or Part of Report
<SHIFT F8> or MARK	- Mark block of report
(or use Mouse)	

User : johnsenr Archive :

#	Report Name	Date	Time	Size	St
1.	Stock Status--Sales Report	08/27/02	02:10:35	15267	
2.	Picker, Packer Productivity Report	08/27/02	02:10:20	1136	
3.	Daily Non-Stock Report	08/27/02	02:10:16	880	
4.	Price Hold Report	08/27/02	02:10:06	39531	
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					

Enter Line# to View, DELETE to Delete or END :XXXXXX

All Rpts	Range	DelRange	Comm/User	Copy	Flat	Fax	EMail
HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT

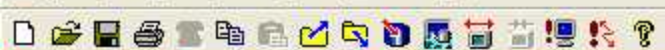
Report Master - Report Summary CAPTURED

User : johnsenr Archive :

#	Report Name		Date	Time	Size	St
1.	Salesman Sales Summary	(SALES.5	09/17/02	05:23:14	1364	
2.	Stock Status--Sales Report		09/17/02	12:08:06	15267	
3.	Vendor Rebate Request Report and Update		09/13/02	01:52:29	4738	
4.	Vendor Rebate Request Report		09/13/02	11:34:19	4835	
5.	Twelve Month Customer Sales Analysis		09/13/02	10:11:40	15460	
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						

Copy to (C)ommon, (F)ile, (D)ownload Path, or (A)rchive:

All Rpts HELP	Range END	DelRange INSERT	comm>User LDELETE	Copy PREV PG	Flat NEXT PG	Fax INQUIRY	EMail ABORT
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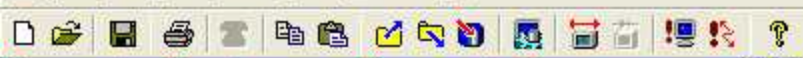
Report Master - Report Summary CAPTURED

User : johnsenr Archive :

#	Report Name	Date	Time	Size	St
1.	Salesman Sales Summary (SALES.5	09/17/02	05:23:14	1364	
2.	Stock Status--Sales Report	09/17/02	12:08:06	15267	
3.	Vendor Rebate Request Report and Update	09/13/02	01:52:29	4738	
4.	Vendor Rebate Request Report	09/13/02	11:34:19	4835	
5.	Twelve Month Customer Sales Analysis	09/13/02	10:11:40	15460	
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					

Enter ITEM KEY to copy Report : SALES SUMMARY.XLS_

All Rpts HELP	Range END	DelRange INSERT	Comm/User LDELETE	Copy PREV PG	Flat NEXT PG	Fax INQUIRY	EMail ABORT
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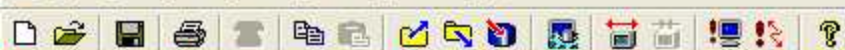
Report Master - Report Summary CAPTURED

User : johnsenr Archive :

#	Report Name	Date	Time	Size	St
1.	Stock Status--Sales Report	09/24/02	05:04:37	2581	
2.	Fill Rate Report	09/24/02	03:52:11	668	
3.	Fill Rate Report	09/24/02	03:43:34	668	
4.	Fill Rate Report	09/24/02	01:27:17	668	
5.	Update Aging to Customer File	09/24/02	01:25:56		
6.	Source Upgrade Instructions	09/23/02	11:20:27	765	
7.	Source Upgrade Instructions	09/20/02	02:38:20	773	
8.	Salesman Sales Summary (SALES.5	09/17/02	05:23:14	1364	
9.	Stock Status--Sales Report	09/17/02	12:08:06	15267	
10.	Vendor Rebate Request Report and Update	09/13/02	01:52:29	4738	
11.	Vendor Rebate Request Report	09/13/02	11:34:19	4835	
12.	Twelve Month Customer Sales Analysis	09/13/02	10:11:40	15460	
13.					
14.					
15.					

Enter ITEM KEY or Return to keep Capture ID :

All Rpts HELP	Range END	DelRange INSERT	Comm/User LDELETE	Copy PREV PG	Flat NEXT PG	Fax INQUIRY	EMail ABORT
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Report Master - Report Summary CAPTURED

User : johnsenr Archive :

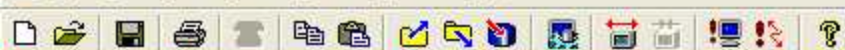
#	Report Name	Time	Size	St
1.	Stock Status--S	05:04:37	2581	
2.	Fill Rate Repor	03:52:11	668	
3.	Fill Rate Repor	03:43:34	668	
4.	Fill Rate Repor	01:27:17	668	
5.	Update Aging to	01:25:56		
6.	Source Upgrade	11:20:27	765	
7.	Source Upgrade	02:38:20	773	
8.	Salesman Sales	05:23:14	1364	
9.	Stock Status--S	12:08:06	15267	
10.	Vendor Rebate R	01:52:29	4738	
11.	Vendor Rebate R	11:34:19	4835	
12.	Twelve Month Cu	10:11:40	15460	
13.				
14.				
15.				

Report Master Archive File Lookup Screen

Line#	Archive Filename
1.	tmp directory hold
2.	Local capture
3.	specific capture
4.	TEST1
5.	Download reports

Enter ITEM KEY or Return to keep Capture ID :

All Rpts HELP	Range END	DelRange INSERT	Comm/User LDELETE	Copy PREV PG	Flat NEXT PG	Fax INQUIRY	EMail ABORT
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Report Master - Report Summary CAPTURED

User : johnsenr Archive :

#	Report Name	Date	Time	Size	St
1.	Overdue A/R Report	09/24/02	05:20:17	28313	
2.	Stock Status--Sales Report	09/24/02	05:04:37	2581	
3.	Update Aging to Customer File	09/24/02	01:25:56		
4.	Source Upgrade Instructions	09/23/02	11:20:27	765	
5.	Source Upgrade Instructions	09/20/02	02:38:20	773	
6.	Salesman Sales Summary (SALES.5	09/17/02	05:23:14	1364	
7.	Stock Status--Sales Report	09/17/02	12:08:06	15267	
8.	Vendor Rebate Request Report and Update	09/13/02	01:52:29	4738	
9.	Vendor Rebate Request Report	09/13/02	11:34:19	4835	
10.	Twelve Month Customer Sales Analysis	09/13/02	10:11:40	15460	
11.					
12.					
13.					
14.					
15.					

Enter TEMPLATE to use, RETURN for Standard, or 'NEW' :

XX

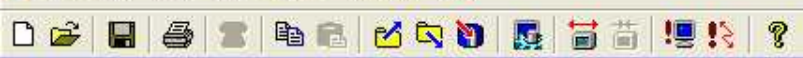
ALL Rpts HELP	Range END	DelRange INSERT	Comm/User LDELETE	Copy PREV PG	Flat NEXT PG	Fax INQUIRY	EMail ABORT
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Report Master - Report Summary CAPTURED

User : johnsenr Archive :

#	Report Name	Date	Time	Size	St
Report Flatfile Templates					
1.0	Template name	Type	05:20:17	28313	
2.S	STOCK.STATUS	STD	05:04:37	2581	
3.U	LK.STOCK.STAT	USER	01:25:56		
4.S	STOCK.STAT2	USER	11:20:27	765	
5.S	LORI.TEMP	USER	02:38:20	773	
6.S	STOCK.STATRJ	USER	05:23:14	1364	
7.S			12:08:06	15267	
8.V			01:52:29	4738	
9.V			11:34:19	4835	
10.T			10:11:40	15460	
11.					
12.					
13.					
14.					
15.					

All Rpts HELP	Range END	DelRange INSERT	Comm/User LDELETE	Copy PREV PG	Flat NEXT PG	Fax INQUIRY	EMail ABORT
------------------	--------------	--------------------	----------------------	-----------------	-----------------	----------------	----------------



Send Email Entry

1.Sender: Sales@tshinc.com

2.Recipient(s): johndoe@abc.com

3.Subject: July sales

4.Message:

This report will show all sales figures for July 2002.

Enter Line#, ABORT, '0' or 'END' to Send E-Mail:XXXXXX

TOP Rpt HELP	END Rpt END	View 132 INSERT	Title LDELETE	SCR Edit PREV PG	E-Mail NEXT PG	Delhdr INQUIRY	Delimit ABORT
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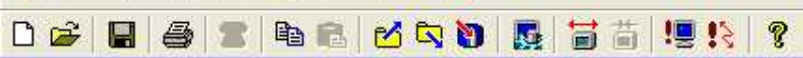
RC Fax Function

Report Master FAX Format

Set Laser Printer to Landscape Format
Set Laser Printer to Portrait Format
Laser Form (PO, INVOICE, etc)

MDS Report Capture

7 1



Report Master - Report Summary CAPTURED

Us

FAX Information Entry

- 1.FAX Phone Number: 973-777-3063
- 2.Attach Coversheet (Y/N): Y

COVERSHEET INFORMATION

3.Company: 01
 THE SYSTEMS HOUSE, INC
 1033 ROUTE 46 EAST

-OR- 4.Sender Name:
 5.Sender Phone:
 6.Sender Fax:

BLIFTON NJ 07013

7.Message: July 2002 Sales

- 8.Deliver to: John Doe
- 9.To Company: Doe Enterprises

Enter Line# to change or 0 to send FAX:XXXXXX

All Rpts HELP	Range END	DelRange INSERT	Comm/User LDELETE	Copy PREV PG	Flat NEXT PG	Fax INQUIRY	Email ABORT
------------------	--------------	--------------------	----------------------	-----------------	-----------------	----------------	----------------



Send Email Entry

1.Sender: Sales@tshinc.com

2.Recipient(s): johndoe@abc.com

3.Subject: July sales

4.Message:

This report will show all sales figures for July 2002.

Enter Line#, ABORT, '0' or 'END' to Send E-Mail:XXXXXX

TOP Rpt
HELP

END Rpt
END

View 132
INSERT

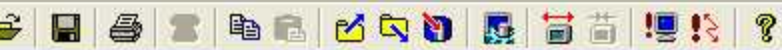
Title
LDELETE

SCR Edit
PREV PG

EMail
NEXT PG

Delhdr
INQUIRY

Delimit
ABORT



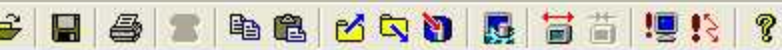
INVENTORY STOCK STATUS BY BRANCH BY PROD

WHSE: 001--NEW YORK

ITEM NO	BEGIN!	RECEIPTS!	SALES!	RETURNS!	ADJUSTS!	CON
PRODUCT DESCRIPTION	!	& PROD!	MTD !	!	!& TRANS!	&
TEST	0!	13222!	84!	-36!	0!	
PRODUCT CLASS: 001	0	13222	84	-36	0	
ULTRA BROWN PLASTIC DESK	0!	4!	44!	0!	-5!	
ULTRA GREEN PLASTIC DESK	0!	0!	0!	0!	0!	
PRODUCT CLASS: 101	0	4	44	0	-5	

Report Master (1,1)

- RPT
- END RPT
- VIEW 80
- VIEW 132
- PRINT
- FAX
- EMAIL
- MARK
- LP
- END
- INSERT
- LDELETE
- PREV PG
- NEXT PG
- INQUIRY
- ABORT



PAGE 1

INVENTORY STOCK STATUS BY BRANCH BY PROD

WHSE: 001--NEW YORK

ITEM NO	BEGIN!	RECEIPTS!	SALES!	RETURNS!	ADJUSTS!	CON
PRODUCT DESCRIPTION	!	& PROD!	MTD !	!	!& TRANS!	&
TEST	0!	13222!	84!	-36!	0!	
PRODUCT CLASS: 001	0	13222	84	-36	0	
ULTRA BROWN PLASTIC DESK	0!	4!	44!	0!	-5!	
ULTRA GREEN PLASTIC DESK	0!	0!	0!	0!	0!	
PRODUCT CLASS: 101	0	4	44	0	-5	

Select Printer, 'A' auxiliary Port or <Return> For Default Printer :

END RPT	VIEW 80	VIEW 132	PRINT	FAX	EMAIL	MARK
END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT



PAGE 1

INVENTORY STOCK STATUS BY BRANCH BY PROD

WHSE: 001--NEW YORK

ITEM NO	BEGIN!	RECEIPTS!	SALES!	RETURNS!	ADJUSTS!	CON
PRODUCT DESCRIPTION	!	& PROD!	MTD !	!	& TRANS!	&
TEST	0!	13222!	84!	-36!		0!
PRODUCT CLASS: 001	0	13222	84	-36		0
	!	!	!	!		!

ULTRA BROWN PLAS

ULTRA GREEN PLAS

PRODUCT CLASS: 1

MDS Printer Queue Inquiry

10

13

2



RC View Print Options

Report Master Print Options

Print Entire Report

Print the CURRENT page only
Print from current page to BOTTOM
Cancel Print

Report Master Print Format

Set Laser Printer to Landscape Format
Set Laser Printer to Portrait Format
Do Not Change Format

MDS Report Capture

7 1



RC View Email Function

Report Master e-Mail Options

e-Mail Entire Report

e-Mail the CURRENT page only

e-Mail from current page to BOTTOM

Cancel e-Mail

MDS Report Capture

7 1



Send Email Entry

1.Sender: Sales@tshinc.com

2.Recipient(s): johndoe@abc.com

3.Subject: July sales

4.Message:

This report will show all sales figures for July 2002.

Enter Line#, ABORT, '0' or 'END' to Send E-Mail:XXXXXX

TOP Rpt
HELP

END Rpt
END

View 132
INSERT

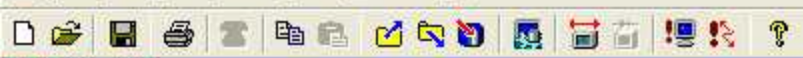
Title
LDELETE

SCR Edit
PREV PG

EMail
NEXT PG

Delhdr
INQUIRY

Delimit
ABORT



ITEM NO	BEGIN	RECEIPTS	SALES	RETURNS	ADJUSTS	CON
PRODUCT DESCRIPTION	!	& PROD!	MTD !	!	& TRANS!	&

102	!	!	!	!	!	!
BLUE PLASTIC DESK	0!	-8961!	112!	-4!	9!	

*** PRODUCT CLASS: 101		-8961	112	-4	9	
------------------------	--	-------	-----	----	---	--

*** WAREHOUSE 001 TOTALS ***		-8961	112	-4	9	
------------------------------	--	-------	-----	----	---	--

PAGE 2

INVENTORY STOCK STATUS BY BRANCH BY PRO

WHSE: 002--CHICAGO

ITEM NO	BEGIN	RECEIPTS	SALES	RETURNS	ADJUSTS	CON
PRODUCT DESCRIPTION	!	& PROD!	MTD !	!	& TRANS!	&

102	!	!	!	!	!	!
-----	---	---	---	---	---	---

Report Master (1,5)

TOP RPT	END RPT	VIEW 80	VIEW 132	PRINT	FAX	EMAIL	MARK
HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT



***** VOUCHER MAINTENANCE BY VENDOR *****

VENDOR#: A10000 UNION ATHLETIC WEAR A/P BALANCE: 1733.55
 CO#: A

LN#	VOUCHER#	VENDOR-INVOICE#	INV-DATE	DUE-DATE	GROSS-AMT	DISC-AMT	NET/OPEN
	MISC.	DESCRIPTION			BANK#	PAY-STAT	SING-CHK
1	01000130	555	12/19/01	12/19/01	100.00	0.00	100.00
		EXPRESS MERCHANDISE			100	P	N
2	01000151	333333	12/24/01	12/24/01	100.00	0.00	100.00
					100	P	N
3	01000152	333334	12/24/01	12/24/01	200.00	0.00	200.00
					100	P	N
4	01000153	333333B	12/24/01	12/24/01	-15.00	0.00	-15.00
		ORDER CREDIT- PER LF			100	P	
5	01000154	333456	12/30/01	12/30/01	549.54	0.00	549.54
		END OF YEAR SPECIALS			100	P	N
6	01000155	333459	12/31/01	01/01/02	799.01	0.00	799.01
					100	N	N

ENTER LINE# TO CHANGE , '0' TO ACCEPT OR 'C' TO CANCEL THIS SESSION: XXXXXX

HELP END INSERT LDELETE PREV PG NEXT PG INQUIRY ABORT

Mark (S)tarting point, (E)nding point, or (C)lear Marks:

ITEM NO	BEGIN!	RECEIPTS!	SALES!	RETURNS!	ADJUSTS!	CON
PRODUCT DESCRIPTION	!	& PROD!	MTD !	!	& TRANS!	&
107	0!	13222!	84!	-36!	0!	
*** PRODUCT CLASS: 001	0	13222	84	-36	0	
101	0!	20891!	486!	-175!	6!	
102	0!	-8936!	127!	-5!	9!	
103	0!	258!	17!	0!	5!	
104	0!	15546!	172!	0!	10!	
105	0!	2703!	26!	0!	0!	

Report Master (1,3)

TOP RPT	END RPT	VIEW 80	VIEW 132	PRINT	FAX	EMAIL	MARK
HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT

ITEM NO	PRODUCT DESCRIPTION	BEGIN!	RECEIPTS!	SALES!	RETURNS!	ADJUSTS!	CON
		!	& PROD!	MTD !	!	!& TRANS!	&
107	TEST	0!	13222!	84!	-36!		0!
***	PRODUCT CLASS: 001	0	13222	84	-36		0
101	RED PLASTIC DESK	0!	20891!	486!	-175!		6!
102	BLUE PLASTIC DESK	0!	-8936!	127!	-5!		9!
103	BROWN PLASTIC DESK	0!	258!	17!	0!		5!
104	ULTRA RED PLASTIC DESK	0!	15546!	172!	0!		10!
105	ULTRA BLUE PLASTIC DESK	0!	2703!	26!	0!		0!

'S'elect Printer, 'A'uxiliary Port or <Return> For Default Printer :

TOP RPT	END RPT	VIEW 80	VIEW 132	PRINT	FAX	EMAIL	MARK
HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT

ITEM NO	PRODUCT DESCRIPTION	BEGIN!	RECEIPTS!	SALES!	RETURNS!	ADJUSTS!	CON
		!	& PROD!	MTD !	!	!& TRANS!	&
107	TEST	0!	13222!	84!	-36!		0!
***	PRODUCT CLASS: 001	0	13222	84	-36		0
101	RED PLASTIC DESK	0!	20891!	486!	-175!		6!
102	BLUE PLASTIC DES						
103	BROWN PLASTIC DE						
104	ULTRA RED PLASTI						
105	ULTRA BLUE PLASTIC DESK	0!	2703!	26!	0!		0!

MDS Printer Queue Inquiry

LAND3

LAND4

LAND4000

ITEM NO	PRODUCT DESCRIPTION	BEGIN!	RECEIPTS!	SALES!	RETURNS!	ADJUSTS!	CON
		!	& PROD!	MTD !	!	& TRANS!	&
107	TEST	0!	13222!	84!	-36!	0!	

*** PRODUCT CLASS: 001

Report Master Print Options

Print Entire Report

Print the CURRENT page only

Print from current page to BOTTOM

Print marked section of report

Cancel Print

101	RED PLASTIC DESK				-175!	6!	
-----	------------------	--	--	--	-------	----	--

102

ULTRA BLUE PLASTIC DESK	0!	2703!	26!	0!	0!
-------------------------	----	-------	-----	----	----

- TOP RPT HELP
- END RPT END
- VIEW 80 INSERT
- VIEW 132 LDELETE
- PRINT PREV PG
- FAX NEXT PG
- EMAIL INQUIRY
- MARK ABORT

ITEM NO	BEGIN!	RECEIPTS!	SALES!	RETURNS!	ADJUSTS!	CON
PRODUCT DESCRIPTION	!	& PROD!	MTD !	!& TRANS!	&	
107	!	!	!	!	!	!
TEST	0!	13222!	84!	-36!	0!	

Report Master Print Format

Set Laser Printer to Landscape Format
Set Laser Printer to Portrait Format
Do Not Change Format

ULTRA BLUE PLASTIC DESK 0! 2703! 26! 0! 0!

- TOP RPT END RPT VIEW 80 VIEW 132 PRINT FAX EMAIL MARK
- HELP END INSERT LDELETE PREV PG NEXT PG INQUIRY ABORT

ITEM NO	PRODUCT DESCRIPTION	BEGIN!	RECEIPTS!	SALES!	RETURNS!	ADJUSTS!	CON
		!	& PROD!	MTD !	!	!& TRANS!	&
107	TEST	0!	13222!	84!	-36!		0!

*** PRODUCT CLASS: 0

Report Master FAX Format

Set Laser Printer to Landscape Format

Set Laser Printer to Portrait Format

Laser Form (PO, INVOICE, etc)

101	RED PLASTIC DESK				-175!		6!
102	BLUE PLASTIC DES				-5!		9!
103	BROWN PLASTIC DESK	0!	258!	17!	0!		5!
104	ULTRA RED PLASTIC DESK	0!	15546!	172!	0!		10!
105	ULTRA BLUE PLASTIC DESK	0!	2703!	26!	0!		0!

Report Master (1,3)

TOP RPT	END RPT	VIEW 80	VIEW 132	PRINT	FAX	EMAIL	MARK
HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT

ITEM NO	PRODUCT DESCRIPTION	BEGIN!	RECEIPTS!	SALES!	RETURNS!	ADJUSTS!	CON
		!	& PROD!	MTD !	!	!& TRANS!	&
107	TEST	0!	13222!	84!	-36!		0!

Report Master FAX Options

- FAX Entire Report
- FAX the CURRENT page only
- FAX from current page to BOTTOM
- FAX marked section of report
- Cancel FAX

103	BROWN PLASTIC DESK	0!	258!	17!	0!		5!
104	ULTRA RED PLASTIC DESK	0!	15546!	172!	0!		10!
105	ULTRA BLUE PLASTIC DESK	0!	2703!	26!	0!		0!

Report Master (1,3)

TOP RPT	END RPT	VIEW 80	VIEW 132	PRINT	FAX	EMAIL	MARK
HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT



Report Master - Report Summary CAPTURED

Us

#

FAX Information Entry

1.FAX Phone Number: 973-777-3063

2.Attach Coversheet (Y/N): Y

COVERSHEET INFORMATION

3.Company: 01
THE SYSTEMS HOUSE, INC
1033 ROUTE 46 EAST-OR- 4.Sender Name:
5.Sender Phone:
6.Sender Fax:

BLIFTON NJ 07013

7.Message: July 2002 Sales

1 8.Deliver to: John Doe

1 9.To Company: Doe Enterprises

1 Enter Line# to change or 0 to send FAX:XXXXXX

All Rpts
HELPRange
ENDDelRange
INSERTComm/User
LDELETECopy
PREV PGFlat
NEXT PGFax
INQUIRYEMail
ABORT



RC View Function Keys

- E-mailing a Marked Section
 - E-mail Options

Report Master e-Mail Options

e-Mail Entire Report
e-Mail the CURRENT page only
e-Mail from current page to BOTTOM
e-Mail marked section of report
Cancel e-Mail

MDS Report Capture

7 1



Send Email Entry

1.Sender: Sales@tshinc.com

2.Recipient(s): johndoe@abc.com

3.Subject: July sales

4.Message:

This report will show all sales figures for July 2002.

Enter Line#, ABORT, '0' or 'END' to Send E-Mail:XXXXXX

TOP Rpt
HELP

END Rpt
END

View 132
INSERT

Title
LDELETE

SCR Edit
PREV PG

EMail
NEXT PG

Delhdr
INQUIRY

Delimit
ABORT

RC Flatfile Templates Overview



MDS Report Capture

7 . . . 1

Custom Report Flatfile Template Maintenance

Template ID: LORI.TEST

Report: RC.FAX.CONFIRM010

Report-Heading-Deletion-Parameters

- 1.Heading Type: P PAGE LENGTH
- 2.Page Length: 57
- 3.Heading Length: 8
- 4.Column Header Lines: Y
Begin: 7 End: 7
- 5.Delete (records listed): Y
- 6.Remove Blank Lines: Y
- 7.Use Column Descriptions:

Flatfile-Definition-Parameters

- 8.Field Delimiter: 009
- 9.Record Delimiter:
- 10.Trim Blanks Option: B
- 11.File: TMP
- 12.Item: FAXX
- Data SAVE Overrides

Column-Definition-Parameters

DETAIL LINES

13.Number of DETAIL lines: 1

14.Column	Begin	Ending	Line	Trim
1	1	30	1	
2	32	46	1	
3	48	56	1	
4	58	67	1	
5	69	80	1	

HEADER LINES

15.Number of HEADER lines: 1

16.Column	Begin	Ending	Line	Depth	Trim
1	1	11	01		1
2	32	40	01		1
3	48	56	01		1
4	58	63	01		1
5	69	80	01		1

ENTER LINE # TO CHANGE,DELETE TO DELETE,0 TO ACCEPT :XXXXXX PAGE 1 OF 3

VISUAL HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT
-------------	-----	--------	---------	---------	---------	---------	-------

Custom Report Flatfile Template Maintenance

Template ID: LORI.TEST

Report: RC.FAX.CONFIRM010

Report-Heading-Deletion-Parameters

- 1.Heading Type: P PAGE LENGTH
- 2.Page Length: 57
- 3.Heading Length: 8
- 4.Column Header Lines: Y
Begin: 7 End: 7
- 5.Delete (records listed): Y
- 6.Remove Blank Lines: Y
- 7.Use Column Descriptions:

Flatfile-Definition-Parameters

- 8.Field Delimiter: 009
- 9.Record Delimiter:
- 10.Trim Blanks Option: B
- 11.File: TMP
- 12.Item: FAXX
- Data SAVE Overrides

Column-Definition-Parameters

DETAIL LINES

13.Number of DETAIL lines:	1			
14.Column	Begin	Ending	Line	Trim
1	1	30	1	
2	32	46	1	
3	48	56	1	
4	58	67	1	
5	69	80	1	

HEADER LINES

15.Number of HEADER lines:	1					
16.Column	Begin	Ending	Line	Depth	Trim	
1	1	11	01		1	
2	32	40	01		1	
3	48	56	01		1	
4	58	63	01		1	
5	69	80	01		1	

ENTER LINE # TO CHANGE,DELETE TO DELETE,0 TO ACCEPT :XXXXXX PAGE 1 OF 3

VISUAL HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT
-------------	-----	--------	---------	---------	---------	---------	-------

Custom Report Flatfile Template Maintenance

Template ID: LORI.TEST

Report: RC.FAX.CONFIRM010

Report-Heading-Deletion-Parameters

- 1.Heading Type: P PAGE LENGTH
- 2.Page Length: 57
- 3.Heading Length: 8
- 4.Column Header Lines: Y
Begin: 7 End: 7
- 5.Delete (records listed): Y
- 6.Remove Blank Lines: Y
- 7.Use Column Descriptions:

Flatfile-Definition-Parameters

- 8.Field Delimiter: 009
- 9.Record Delimiter:
- 10.Trim Blanks Option: B
- 11.File: TMP
- 12.Item: FAXX
- Data SAVE Overrides

Column-Definition-Parameters

DETAIL LINES

13.Number of DETAIL lines: 1

14.Column	Begin	Ending	Line	Trim
1	1	30	1	
2	32	46	1	
3	48	56	1	
4	58	67	1	
5	69	80	1	

HEADER LINES

15.Number of HEADER lines: 1

16.Column	Begin	Ending	Line	Depth	Trim
1	1	11	01		1
2	32	40	01		1
3	48	56	01		1
4	58	63	01		1
5	69	80	01		1

ENTER LINE # TO CHANGE,DELETE TO DELETE,0 TO ACCEPT :XXXXXX PAGE 1 OF 3

VISUAL HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT
-------------	-----	--------	---------	---------	---------	---------	-------

Custom Report Flatfile Template Maintenance

Template ID: LORI.TEST

Report: RC.FAX.CONFIRM010

Report-Heading-Deletion-Parameters

- 1.Heading Type: P PAGE LENGTH
- 2.Page Length: 57
- 3.Heading Length: 8
- 4.Column Header Lines: Y
Begin: 7 End: 7
- 5.Delete (records listed): Y
- 6.Remove Blank Lines: Y
- 7.Use Column Descriptions:

Flatfile-Definition-Parameters

- 8.Field Delimiter: 009
- 9.Record Delimiter:
- 10.Trim Blanks Option: B
- 11.File: TMP
- 12.Item: FAXX
- Data SAVE Overrides

Column-Definition-Parameters

DETAIL LINES

13.Number of DETAIL lines: 1

14.Column	Begin	Ending	Line	Trim
1	1	30	1	
2	32	46	1	
3	48	56	1	
4	58	67	1	
5	69	80	1	

HEADER LINES

15.Number of HEADER lines: 1

16.Column	Begin	Ending	Line	Depth	Trim
1	1	11	01		1
2	32	40	01		1
3	48	56	01		1
4	58	63	01		1
5	69	80	01		1

ENTER LINE # TO CHANGE,DELETE TO DELETE,0 TO ACCEPT :XXXXXX PAGE 1 OF 3

VISUAL HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT
-------------	-----	--------	---------	---------	---------	---------	-------

Custom Report Flatfile Template Maintenance

Template ID: CREDIT.HOLD.RPT

Report: CREDIT.HOLD.RPT011

BREAK COLUMN DEFINITION

#	17.Identifier	Col	Lines	Process
1	CUST	3	2	A
2	***	1	1	R
3				
4				

TOTALS COLUMN DEFINITION

#	19.Identifier	Col	Lines	Process
1	COM	1	1	R
2	TOT	1	1	R
3	CUST	1	1	R
4				

18.Column	Begin	Ending	Line	Trim	ID
1	1	11	2		1
2	12	41	2		1
3	43	61	2		1
4	63	74	2		1

20.Column	Begin	Ending	Line	Trim	ID
-----------	-------	--------	------	------	----

ENTER LINE # TO CHANGE,DELETE TO DELETE,0 TO ACCEPT :XXXXXX PAGE 2 OF 3

VISUAL HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT
-------------	-----	--------	---------	---------	---------	---------	-------

Custom Report Flatfile Template Maintenance

Template ID: CREDIT.HOLD.RPT

Report: CREDIT.HOLD.RPT011

BREAK COLUMN DEFINITION

#	17.Identifier	Col	Lines	Process
1	CUST	3	2	A
2	***	1	1	R
3				
4				

TOTALS COLUMN DEFINITION

#	19.Identifier	Col	Lines	Process
1	COM	1	1	R
2	TOT	1	1	R
3	CUST	1	1	R
4				

18.Column	Begin	Ending	Line	Trim	ID
1	1	11	2		1
2	12	41	2		1
3	43	61	2		1
4	63	74	2		1

20.Column	Begin	Ending	Line	Trim	ID
-----------	-------	--------	------	------	----

ENTER LINE # TO CHANGE,DELETE TO DELETE,0 TO ACCEPT :XXXXXX PAGE 2 OF 3

VISUAL HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT
-------------	-----	--------	---------	---------	---------	---------	-------

Custom Report Flatfile Template Maintenance

Template ID: CREDIT.HOLD.RPT

Report: CREDIT.HOLD.RPT011

BREAK COLUMN DEFINITION

#	17.Identifier	Col	Lines	Process
1	CUST	3	2	A
2	***	1	1	R
3				
4				

TOTALS COLUMN DEFINITION

#	19.Identifier	Col	Lines	Process
1	COM	1	1	R
2	TOT	1	1	R
3	CUST	1	1	R
4				

18.Column	Begin	Ending	Line	Trim	ID
1	1	11	2		1
2	12	41	2		1
3	43	61	2		1
4	63	74	2		1

20.Column	Begin	Ending	Line	Trim	ID
-----------	-------	--------	------	------	----

ENTER LINE # TO CHANGE,DELETE TO DELETE,0 TO ACCEPT :XXXXXX PAGE 2 OF 3

VISUAL HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT
-------------	-----	--------	---------	---------	---------	---------	-------

Template ID: LORI.TEST

Report: RC.FAX.CONFIRM010

COLUMN DESCRIPTION MAINTENANCE

TITLE DEFINITION

COL#	21.Column Description
1	REPORT NAME
2	TIME SENT
3	DATE SENT
4	STATUS
5	FAX P
6	
7	
8	
9	
10	
11	
12	
13	
14	

22.TITLE ROW	BEGIN	END
4	1	45

23.MANUAL TITLE:

ENTER LINE # TO CHANGE,DELETE TO DELETE,0 TO ACCEPT :XXXXXX PAGE 3 OF 3

VISUAL HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT
-------------	-----	--------	---------	---------	---------	---------	-------

LINE:1.....|.....2.....|.....3.....|.....4.....|.....5.....|.....6.....|.....7.....

0001:
0002:
0003:

COMPANY 01

CUSTOMER CREDIT HOLD REPORT (ORDE

CUST #	CUSTOMER NAME	CONTACT NAME	PHONE NO
CORBIN	CORBIN CORP	AL PALMER	212-858-250

ORD # 200011	ORDER \$	448.80	OPEN \$	448.80	IN-PICK \$	0.00	ORD
ORD # 110836	ORDER \$	62.40	OPEN \$	62.40	IN-PICK \$	0.00	ORD

CUSTOMER TOTALS --- 511.20 511.20 0.00

CUST #	CUSTOMER NAME	CONTACT NAME	PHONE NO
IDEAL	IDEAL DISTRIBUTION CO	RICHARD GALVIN	201-444-454

ORD # 127917	ORDER \$	262.50	OPEN \$	262.50	IN-PICK \$	0.00	ORD
--------------	----------	--------	---------	--------	------------	------	-----

CUSTOMER TOTALS --- 262.50 262.50 0.00

: Report View (1,1)

TOP Rpt	END Rpt	View 132	Title			Delhdr	Delimit
---------	---------	----------	-------	--	--	--------	---------

Enter TEMPLATE to use, RETURN for Standard,
 or 'NEW' : XX:

#	Report Name	Date	Time	Size	St
Report Flatfile Templates					
1.	Template name				
2.	STOCK.STATUS				
3.	LK.STOCK.STAT				
4.	STOCK.STAT2				
5.	LORI.TEMP				
6.	STOCK.STATRJ				
7.					
8.					
9.					
10.					

Enter FILE NAME to copy Report : TMP

Enter ITEM KEY to copy Report : ST.STAT.RJ.XLS

All Rpts HELP	Range END	DelRange INSERT	Comm/User LDELETE	Copy PREV PG	Flat NEXT PG	Fax INQUIRY	Email ABORT
G4HELP	G0 G4END	G0 G4INSERT	G0				

0002:
0003: WHSE: 001--NEW YORK
0004:

ITEM NO	BEGIN	RECEIPTS	SALES	RETURNS	ADJUS
PRODUCT DESCRIPTION	& PROD	MTD			& TRA
107	0	13222	84	-36	

*** PRODUCT CLASS: 001	0	13222	84	-36	
101	0	20896	486	-177	
102	0	-8936	749	-9	
103	0	258	917	0	
104	0				

:
TOP Rpt END Rpt View 132 Title SCR Edit EMail Delhdr Delimit
HELP END INSERT LDELETE PREV PG NEXT PG INQUIRY ABORT
G4HELP G0 G4END G0 G4INSERT G0

Report View (1,1)

Report Master Modify Help

- <F2> OR 'END' - Save this modified version
- 'EDIT' - Edit using PICK editor
- n - Move to Line n
- Down Arrow - Move Down One Line
- Up Arrow - Move Up One Line
- <F5> - Move Up the Page
- <F6> - Move Down the Page
- Right Arrow - Shift Right
- Left Arrow - Shift Left
- <SHIFT F1> - Move to Top of Report
- <SHIFT F2> or \$ - Move to End of Report
- /pattern - Find Pattern
- / - Repeat Last Find - Forward
- ^pattern - Find Pattern - Backward
- ^ - Repeat Last Find - Backward
- SHIFTnn - Change Column shift to 'nn'
(Default shift is 15).
- 'RESTORE' - Restore original record before header deletion

- <SHIFT F3> - Toggle view 80/132 columns
- V80 - View 80 columns of data
- V132 - View 132 columns of data
- <SHIFT F4> - Define Title lines
- <SHIFT F5> - Screen edit data
- <SHIFT F6> - E-Mail Delimited File
- <SHIFT F7> - Automatic Header Deletion
- <SHIFT F8> - Tag and Delimit Columns

SCREEN EDIT MODE:

- Down Arrow - Move Down One Line
- Up Arrow - Move Up One Line
- Right Arrow - Move Right
- Left Arrow - Move Left
- <F5> - Move Up the Page
- <F6> - Move Down the Page

- <F3> - Insert/Replace text mode
- <ctrl>D - Delete character
- <F4> - Delete a line
- <SHIFT-F5> - Report View Mode

Hit <RETURN> to Continue , OR PREVIOUS PAGE _

LINE: |1..... |2..... |3..... |4..... |5..... |6..... |7.....

0001:
0002: SALES BY COMPANY BY SALESMAN 11/19/02

0003:
0004: COMPANY: 01 THE SYSTEMS HOUSE

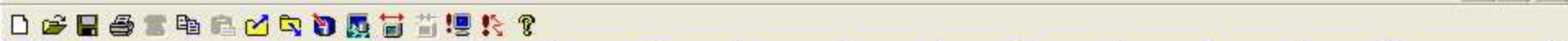
0005:
0006: SALESMAN: 001 JIM BRANCA

0007:
0008: P/C DESCRIPTION JAN FEB MAR APR MAY JUN

P/C	DESCRIPTION	JAN	FEB	MAR	APR	MAY	JUN
0010:	REPORT TITLE DEFINITION PARAMETERS						
0011:	****						*****
0012:	001 1.Report Line Starting Column	Ending Column		01	975		
0013:	ROOM 5	25	55	36	334		
0014:	****						*****
0015:	002 2.REPORT TITLE:						47 6566
0016:	CARP						85 2668
0017:	****						*****
0018:	013						155
0019:	SUTU	Enter Line# to Change or 0 to Accept:XXXXXX					33
0020:	****						*****
0021:	700 SL						31

Report View (1,1)

TOP Rpt	END Rpt	View 132	Title	SCR Edit	Email	Delhdr	Delimit
HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT



LINE:1.....2.....3.....4.....5.....6.....7.....

0001:
0002: 11/19/02

REPORT HEADING DELETION PARAMETERS

Heading Type: CONTROL CHAR

1. Page Length 57

2. Heading length: 6

3. Column Header Lines: N
 Start: End:
 Use Column Descriptions: Y

4. Delete (records listed): Y

5. Remove Blank Lines Y

Enter Line# to Change or 0 to Accept: XXXXXX

AY JUN

01 975

36 334

47 6566

85 2668

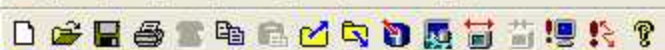
155

33

0021: 700 SL 31

Report View (1,1)

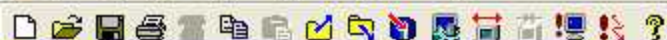
TOP Rpt HELP	END Rpt END	View 132 INSERT	Title LDELETE	SCR Edit PREV PG	Email NEXT PG	Delhdr INQUIRY	Delimit ABORT
G4HELP	G0 G4END	G0 G4INSERT	G0				



LINE:	1	2	3	4	5	6	7	
P/C	DESCRIPTION	JAN	FEB	MAR	APR	MAY	JUN	
0003:	001	SL	1265	4039	1510	3101	975	
0004:	ROOM DEODORIZERS	GP	586	1871	699	1436	334	
0006:	002	SL	8410	6221	7488	4147	6566	
0007:	CARPET CLEANERS	GP	3416	2527	3042	1685	2668	
0009:	013	SL					155	
0010:	SUTURES	GP					33	
0012:	700	SL					31	
0013:	** INVALID **	GP					12	
0015:	710	SL					4016	
0016:	SUTURES	GP					707	
0018:	SALESMAN: 001	SL	9674	10260	8998	7040	11743	
0019:	TOTAL	GP	4002	4398	3741	2634	3753	
0020:	P/C	DESCRIPTION	JAN	FEB	MAR	APR	MAY	JUN

Report View (1,1)

TOP Rpt	END Rpt	View 132	Title	SCR Edit	Email	Delhdr	Delimit
HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT
G4HELP	G0 G4END	G0 G4INSERT	G0				



LINE:	1	2	3	4	5	6	7
0003: 001	SL	1265	4039	1510	3101	3101	975
0004: ROOM DEODORIZERS	GP	586	1871	699	1231	1436	334
0005:	*****						
0006: 002	SL	8410	6221	7488	3940	4147	6566
0007: CARPET CLEANERS	GP	3416	2527	3042	1403	1685	2668
0008:	*****						
0009: 013	SL						155
0010: SUTURES	GP						33
0011:	*****						
0012: 700	SL						31
0013: ** INVALID **	GP						12
0014:	*****						
0015: 710	SL						4016
0016: SUTURES	GP						707
0017:	*****						
0018: SALESMAN: 001	SL	9674	10260	8998	7040	7248	11743
0019: TOTAL	GP	4002	4398	3741	2634	3121	3753
0020: P/C DESCRIPTION		JAN	FEB	MAR	APR	MAY	JUN
0021:	*****						
0022: 001	SL	1958	2244	2611	367	2244	557

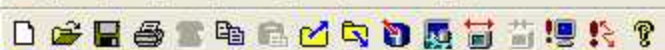
COLUMN: 1 - Company

MARK BEGINNING OF COLUMN

(DETAIL LINE: 1)

Column Definition (1,3)

DECC	View 132	Process	DLM Rec	Define	SCR View
HELP	END	PREV PG	NEXT PG	INQUIRY	ABORT
G4HELP	G0 G4END	G0 G4INSERT	G0		



LINE:	1	2	3	4	5	6	7
0003: 001	SL	1265	4039	1510	3101	3101	975
0004: ROOM DEODORIZERS	GP	586	1871	699	1231	1436	334
0005:	*****						
0006: 002	SL	8410	6221	7488	3940	4147	6566
0007: CARPET CLEANERS	GP	3416	2527	3042	1403	1685	2668
0008:	*****						
0009: 013	SL						155
0010: SUTURES	GP						33
0011:	*****						
0012: 700	SL						31
0013: ** INVALID **	GP						12
0014:	*****						
0015: 710	SL						4016
0016: SUTURES	GP						707
0017:	*****						
0018: SALESMAN: 001	SL	9674	10260	8998	7040	7248	11743
0019: TOTAL	GP	4002	4398	3741	2634	3121	3753
0020: P/C DESCRIPTION		JAN	FEB	MAR	APR	MAY	JUN
0021:	*****						
0022: 001	SL	1958	2244	2611	367	2244	557

COLUMN: 1 - Company

(DETAIL LINE: 1)

DEFINE: 1-DETAIL, 2-BREAK, 3-TOTALS (1-3):

Desc	View 132	Process	DLM Rec	Define	SCR View
HELP	END	INSERT	LDELETE	PREV PG	NEXT PG
G4HELP	G0 G4END	G0 G4INSERT	G0		

LINE:	1	2	3	4	5	6	7
0003: 001	SL	1265	4039	1510	3101	3101	975
0004: ROOM DEODORIZERS	GP	586	1871	699	1231	1436	334

0006: 002	SL	8410	6221	7488	3940	4147	6566
0007: CARPET CLEANERS	GP	3416	2527	3042	1403	1685	2668

0009: 013	SL						155
0010: SUTURES	GP						33

0012: 700	SL						31
0013: ** INVALID **	GP						12

0015: 710	SL					4016	
0016: SUTURES	GP					707	

0018: SALESMAN: 001	SL					11743	
0019: TOTAL	GP					3753	
0020: P/C DESCRIPTION						AY JUN	

0022: 001	SL					557	

BREAK SECTION 1

Identifier: COMPANY:

Starting Column: 1 48 11743

Number of Lines: 1 21 3753

Process Code: I AY JUN

Enter line# or 0 to ACCEPT:XXXXXX

Desc HELP View 132 END LDELETE Process DLM Rec Define SCR View

G4HELP G0 G4END G0 G4INSERT G0

PREV PG NEXT PG INQUIRY ABORT



LINE:	1	2	3	4	5	6	7	
0033: COMPANY:	01	SL	21886	14462	14258	11094	15252	22021
0034: TOTAL		GP	9075	6233	6027	4302	6501	7893
0035: P/C	DESCRIPTION		JAN	FEB	MAR	APR	MAY	JUN
0036: GRAND		SL	21886	14462	14258	11094	15252	22021
0037: TOTAL		GP	9075	6233	6027	4302	6501	7893
0038:								
0039:								
0040:								
0041:								
0042:								
0043:								
0044:								
0045:								
0046:								
0047:								
0048:								
0049:								
0050:								
0051:								
0052:								

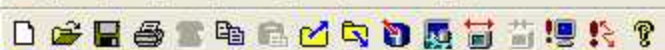
COLUMN: 1 - Company

MARK BEGINNING OF COLUMN

(BREAK: 1, LINE: 1)

Column Definition (1,3)

TOP Rpt	END Rpt	View 132	Title	Process	DEL Rec	Define	SCR View
HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT
G4HELP	G0 G4END	G0 G4INSERT	G0				



LINE:	1	2	3	4	5	6	7	
0033: COMPANY:	01	SL	21886	14462	14258	11094	15252	22021
0034: TOTAL		GP	9075	6233	6027	4302	6501	7893
0035: P/C	DESCRIPTION		JAN	FEB	MAR	APR	MAY	JUN
0036: GRAND		SL	21886	14462	14258	11094	15252	22021
0037: TOTAL		GP	9075	6233	6027	4302	6501	7893
0038:								
0039:								
0040:								
0041:								
0042:								
0043:								
0044:								
0045:								
0046:								
0047:								
0048:								
0049:								
0050:								
0051:								
0052:								

COLUMN: 1 - Company

(BREAK: 1, LINE: 1)

MARK BEGINNING OF COLUMN

Column Definition (1,3)

TOP Rpt	END Rpt	View 132	Title	Process	DLM Rec	Define	SCR View
HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT

G4HELP	G0	G4END	G0	G4INSERT	G0
--------	----	-------	----	----------	----

LINE:	1	2	3	4	5	6	7
0003: 001	SL	1265	4039	1510	3101	3101	975
0004: ROOM DEODORIZERS	GP	586	1871	699	1231	1436	334
0005:	*****						
0006: 002	SL	8410	6221	7488	3940	4147	6566
0007: CARPET CLEANERS	GP	3416	2527	3042	1403	1685	2668
0008:	*****						
0009: 013	SL						155
0010: SUTURES	GP						33
0011:	*****						
0012: 700	SL						31
0013: ** INVALID **	GP						12
0014:	*****						
0015: 710	SL						4016
0016: SUTURES	GP						707
0017:	*****						
0018: SALESMAN: 001	SL	9674	10260	8998	7040	7248	11743
0019: TOTAL	GP	4002	4398	3741	2634	3121	3753
0020: P/C DESCRIPTION		JAN	FEB	MAR	APR	MAY	JUN
0021:	*****						
0022: 001	SL	1958	2244	2611	367	2244	557

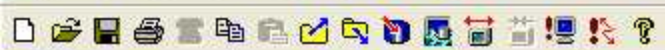
COLUMN: 1 - Company

(DETAIL LINE: 1)

MARK BEGINNING OF COLUMN

Column Definition (1,3)

TOP Rpt	END Rpt	View 132	Title	Process	DLM Rec	Define	SCR View
HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT
G4HELP	G0 G4END	G0 G4INSERT	G0				



LINE:	1	2	3	4	5	6	7
0003:	001	SL	1265	4039	1510	3101	975
0004:	ROOM DEODORIZERS	GP	586	1871	699	1231	334
0005:	*****						
0006:	002	SL	8410	6221	7488	3940	6566
0007:	CARPET CLEANERS	GP	3416	2527	3042	1403	2668
0008:	*****						
0009:	013	SL					155
0010:	SUTURES	GP					33
0011:	*****						
0012:	700	SL					31
0013:	** INVALID **	GP					12
0014:	*****						
0015:	710	SL					4016
0016:	SUTURES	GP					707
0017:	*****						
0018:	SALESMAN: 001	SL				48	11743
0019:	TOTAL	GP				21	3753
0020:	P/C DESCRIPTION					AY	JUN
0021:	*****						
0022:	001	SL				44	557

TOTAL SECTION 1

Identifier: GRAND

Starting Column: 1

Number of Lines: 2

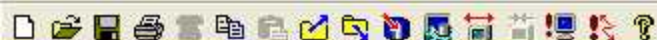
Process Code: R

Enter line# or 0 to ACCEPT: XXXXXX

COLUMN: 1 - Company

1)

TOP Rpt	END Rpt	View 132	Title	Process	DLM Rec	Define	SCR View
HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT
G4HELP	G0	G4END	G0	G4INSERT	G0		



REPORT DELIMITED FILE CREATION

Template ID LORI.PCO.SALES Type USER

1.Field Delimiter 009 Data Save: File &HOLD&
 2.Record Delimiter Key REP.PROK.PCO.SALES.M
 3.Trim BLANKS Option B 4.Save New Template ID RJ.PCO.SALES

DETAIL COLUMN DEFINITION

5.Number of Detail Lines: 2

6.Column Begin Ending Line Trim

4	1	19	1
5	1	19	2
6	22	30	1
7	22	30	2
8	31	38	1
9	31	38	2

HEADER COLUMN DEFINITION

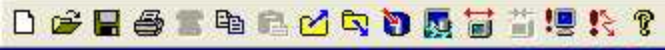
Number of Header Lines:

7.Column Begin Ending Line Depth Trim

Enter Line# to Change, or 0 to Accept :XXXXXX

PAGE 1 OF 3

HELP END INSERT LDELETE PREV PG NEXT PG INQUIRY ABORT
 G4HELP G0 G4END G0 G4INSERT G0



REPORT DELIMITED FILE CREATION

Template ID LORI.PCO.SALES Type USER

BREAK COLUMN DEFINITION				
#	9.Identifier	Col	Lines	Process
1	COMPANY:	1	1	I
2	SALESMAN:	1	1	I
3	P/C	1	1	R
4	*****	1	1	R

TOTALS COLUMN DEFINITION				
#	12.Identifier	Col	Lines	Process
1	GRAND	1	2	R
2	TOTAL	1	1	R
3				
4				

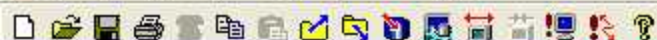
10.Column	Begin	Ending	Line	Trim	ID
1	9	15	1		1
2	17	70	1		1
3	17	49	1		2

13.Column	Begin	Ending	Line	Trim	ID
-----------	-------	--------	------	------	----

ENTER LINE # TO CHANGE,DELETE TO DELETE,0 TO ACCEPT :XXXXXX PAGE 2 OF 3

HELP END INSERT LDELETE PREV PG NEXT PG INQUIRY ABORT

G4HELP G0 G4END G0 G4INSERT G0



REPORT DELIMITED FILE CREATION

Template ID LORI.PC0.SALES Type USER

COLUMN DESCRIPTION DEFINITION

TITLE DEFINITION

COL# 15.Column Description

16.TITLE ROW BEGIN END
5 25 55

1 Company
2 Company Name
3 Salesman
4 Prod Number
5 Description
6 Jan SL
7 Jan GP
8 SL FEB
9 GP FEB

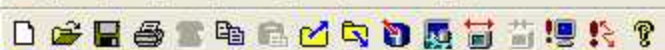
17.MANUAL TITLE:

10
11
12
13
14

ENTER LINE # TO CHANGE,DELETE TO DELETE,0 TO ACCEPT :XXXXXX PAGE 3 OF 3

HELP END INSERT LDELETE PREV PG NEXT PG INQUIRY ABORT

G4HELP G0 G4END G0 G4INSERT G0



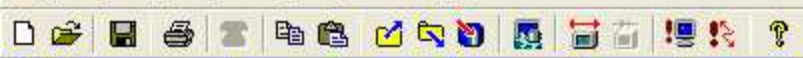
```

LINE: .....|.....1....|.....2....|.....3....|.....4....|.....5....|.....6....|.....7....
0001: Company~Company Name~Salesman~Prod Number~Description~Jan SL~Jan GP~SL FE
0002: ~~~001~ROOM DEODORIZERS~1265~586~4039~1871..
0003: ~~~002~CARPET CLEANERS~8410~3416~6221~2527..
0004: ~~~013~SUTURES~~~~..
0005: ~~~700~** INVALID **~~~~..
0006: ~~~710~SUTURES~~~~..
0007: ~~SL 9674 10260 8998~~~~..
0008: ~~~001~ROOM DEODORIZERS~1958~907~2244~1040..
0009: ~~~002~CARPET CLEANERS~10253~4165~1958~796..
0010: ~~~013~SUTURES~~~~..
0011: ~~SL 12211 4202 5261~~~~..
0012: 01~SL 21886 14462 14258 11094 15252 22021~~~~..
0013:
0014:
0015:
0016:
0017:
0018:
0019:
0020:
0021:

```

Delimited Record (1,1)

TOP Rpt	END Rpt	View 132	Title	Process	SRC Rec	Define	SCR View
HELP	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	ABORT
G4HELP	G0 G4END	G0 G4INSERT	G0				



LINE: |1..... |2..... |3..... |4..... |5..... |6..... |7.....

Report Master Column Delimit Help

- Right Arrow - Move Right
- Left Arrow - Move Left
- Down Arrow - Move down definition line
- Up Arrow - Move up definition line

- <SHIFT-F1> - Change Column Description
- <SHIFT-F5> - Process Delimited file
- <SHIFT-F6> - Toggle between Source and Delimited Records
- <SHIFT-F7> - Change Column Definition Section:
Detail, Header, Break, Totals
- <SHIFT-F8> - Return to VIEW mode

- [- Mark start of column
-] - Mark end of column
- TAB or > - Define next column
- < - Define prior column
- 'EMAIL' - E-mail delimited record

N &
D E
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P 2
RIN

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DTY
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P~
~.

Hit <RETURN> to Continue

TOP Rpt HELP	END Rpt END	View 132 INSERT	Title LDELETE	Process PREV PG	SRC Rec NEXT PG	Define INQUIRY	SCR View ABORT
G4HELP	G0 G4END	G0 G4INSERT	G0				



Where to Get More Information

- Other Training Sessions
- Support Call 973-777-8050

MDS Report Capture

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