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<b>Product</b>	Master	<b>Training</b>	Guid
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### **Product Master Training Guide**

Notes:			

			Prod	uct Related F	iles					
	Maintain						Listing			
1. /	Alpha Product					19. Alp	ha Product			
2. (	Change Alpha	Product#				20. Pr	oduct Maste	er		
3. F	Product / Price	e / Kit				21. Pr	oduct Detail			
4.\	Vendor Produ	ct Maintena	nce			22. Ma	ster Price			
5. F	Foreign Costin	g Report				23. Kit	Master			
6. F	Product Type					24. Pr	oduct Type			
7. F	Product Class					25. Pr	oduct Class			
8. F	Product Categ	огу				26. Pr	oduct Categ	огу		
9. F	Product Subca	ategory				27. Pr	oduct Subca	ategory		
10.	Special Price	(PRICE.1)				28. Sp	ecial Price (	(PRICE.1)		
11.	Tax Matrix					29. Pri	ce Change I	Notification R	pt	
12.	Inventory Rea	son Code				30. lnv	entory Reas	son Code		
13.	Unit of Measu	ire				31. Un	it of Measur	re		
14.	Picker / Pack	ег				32. Kit	s - Where U	lsed Listing		
15.	<b>Location Mas</b>	ter				33. Lo	cation Mast	er		
16.	Group Master					34. Gr	oup Master	9		
17.	Warranty Mai	ntenance				35. Wa	arranty List	by Inv. Dt.		
18.	Environment l	Master				36. Em	vironment N	Master		
						37. Co	st Changes	Report		
		Enter Sele	ction or END							
	CONTACTS	MAINT	DRILL	EXECINQ	REPORTS	CAPT OFF	VIEW	CRM.MENU	VRM.MENU	
Р	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off		

### Notes:

### **Product Master Training Guide**

This guide describes how to create product references, enter product tax specifications, enter serial and warranty specifications, locations and run product specific reports.

From the main system selector go into File Maintenance, and then Product Related Files Menu.



### Notes:

### Product Related File Maintenance Function Keys

The first 8 function keys on your keyboard (F1-F8) are reserved for special functions in the MDS master file maintenance programs. They appear on the last line of the screen as follows:

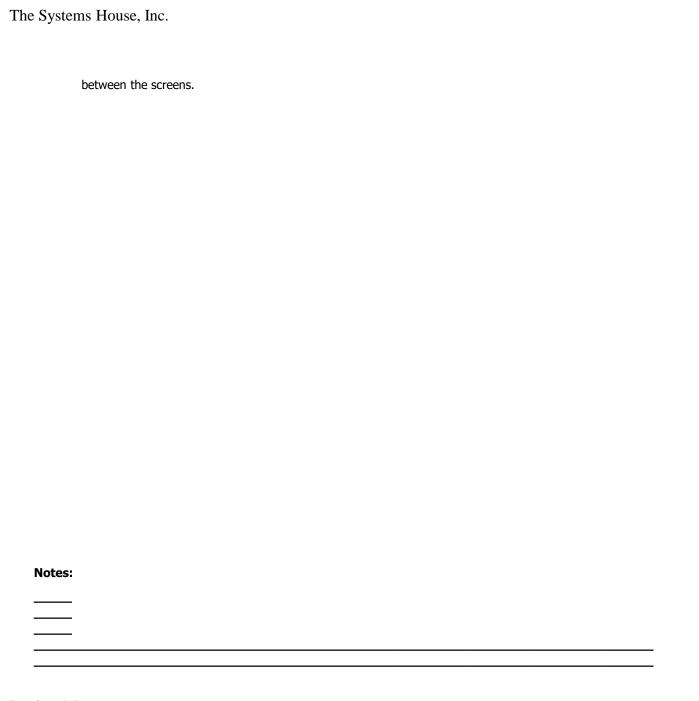
**HELP** - The HELP function is available by clicking on the **'HELP'** icon or by pressing the 'F1' function key. Help text is setup as two layers. By pressing 'F1' at the first field on the screen, an overall description of the master file will be displayed. If 'F1' is pressed at a specific field within the master file, a detailed description of the field and its' use will be displayed.

**OK/END** – The OK/END function is available by clicking on the '**OK/END'** icon, pressing the 'F2' function key, or by typing in the word 'END' and hitting <ENTER>. This function acts as an "accept" within a record.

**INSERT** – The INSERT function is available by clicking on the **'INSERT'** icon or by pressing the 'F3' function key. The INSERT mode feature allows insertion of letters or numbers into existing text. For example, if in the master file and you wish to insert additional words into a description field or correct a spelling error, you may use the insert function to do so, rather than retype the text.

**LDELETE** – The LINE DELETE function is available by clicking on the **'LDELETE'** icon or by pressing the 'F4' function key. The LDELETE function allows you to delete a line from the master file. Simply bring the cursor to the line you wish to delete, and click or press 'F4'.

**PREV PAGE** — The PREVIOUS PAGE function is available by clicking on the **'PREV PG'** icon or by pressing the 'F5' function key. This function would be used for master files which contain multiple input screens and will allow easy paging to additional screens. This function can be used simultaneously with the PREV PG function to move back and forth





## Notes:

### Product Related File Maintenance Function Keys

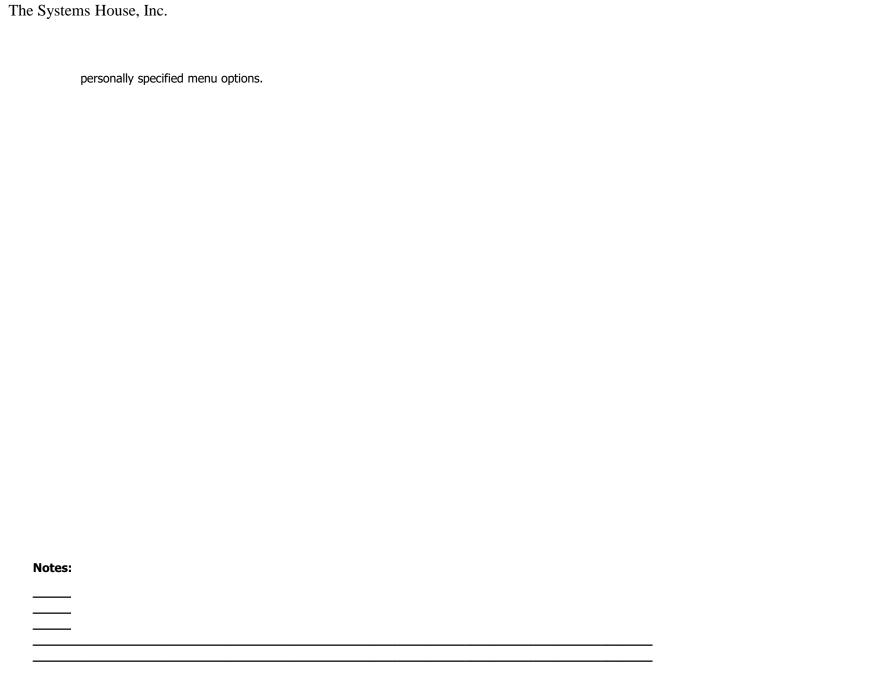
**NEXT PG** – The NEXT PAGE function is available by clicking on the **'NEXT PG'** icon or by pressing the 'F6' function key. This function would be used for master files which contain multiple input screens and will allow easy paging to additional screens. This function can be used simultaneously with the PREV PG function to move back and forth between the screens.

**INQUIRY** – The INQUIRY function is available by clicking on the 'INQUIRY' icon or by pressing the 'F7' function key. This function allows the operator the flexibility to display items in the master file already entered and to display other master files used within the file being created. Example: The Product Master file. At the first prompt for product number, if the operator clicks on the 'INQUIRY' icon or 'F7' is pressed the inquiry can be made to display products on file (to eliminate duplication). If you click on the 'INQUIRY' icon or press the 'F7' function key at another field, for example, product type (which is another master file) the system will display product types on file to help the operator in selecting which product type best fits the product being created. As you can see the inquiry function can be a very useful tool when creating or maintaining master files.

**CANCEL** – The CANCEL function is available by clicking on the **'CANCEL'** icon or by pressing the 'F8' function key. This function is used to end a program without applying changes or additions made and should only be used if you DO NOT want the changes to be updated to the file. If used, the record will be filed as it was before the operator accessed it, in other words, as though no changes were made.

**Off** – The Off function is available by clicking on the **'Off'** icon or by pressing the 'F9' function at any menu. This function will disconnect your session from WinMDS.

**Popup** – The Popup function is available by clicking on the **'Popup'** icon or by pressing the 'F12' function key. This function will bring up a custom menu with





### Notes:

### **Product Related File Maintenance Function Keys**

The top row function keys on your keyboard <Shift>+(F1-F8) are reserved for special functions in the MDS master file maintenance programs.

These function keys change in each of the programs that you are in. For example, Product File Price Maintenance's top row of function keys will be different than Batch Price Changes – by Vendor's top row of function keys.

**CONTACTS** - The CONTACTS function is available by clicking on the **'CONTACTS'** icon or by pressing the Shift+'F2' function key. This will bring the user to the Contacts inquiry.

**MAINT** - The MAINTENANCE function is available by clicking on the **'MAINT'** icon or by pressing the Shift+'F3' function key. This will bring the user to the File Maintenance menu.

**DRILL** - The DRILL function is available by clicking on the '**DRILL**' icon or by pressing the Shift+'F4' function key. This will bring the user to the Drill Down menu.

**EXECINQ** - The EXECUTIVE INQUIRY is available by clicking on the **'EXECINQ'** icon or by pressing the Shift+'F5' function key. This will bring the user to the Executive Inquiry.

**REPORTS** – The REPORTS module is available by clicking on the **'REPORTS'** icon or by pressing the Shit+'F6' function key.

**CAPT OFF** - The CAPTURE OFF function is available by clicking on the **'CAPT OFF'** icon or by pressing the Shift+'F7' function key. This will disable all available reports from going to Report Capture.

**VIEW** - The VIEW function is available by clicking on the '**VIEW**' icon or by pressing the Shift+'F8' function key. This will forward the user to Report Capture and display all reports previously ran.

**CRM.MENU** – The CRM.MENU function is available by clicking on the **'CRM.MENU'** icon or by pressing the Shift+'F9' function key. This will forward the user to the Customer Relationship Management menu.

**VRM.MENU** – The VRM.MENU function is available by clicking on the **'VRM.MENU'** icon or by pressing the Shift+'F10' function key. This will forward the user to the Vendor Relationship Management menu.

лі рна п	PRODUCT MAI	INTENAN	CE					
ALFIIA F	KODUCT MAI	NIENAN	CE					
PRODUCT N	UMBER	XXX	XXXXXXXXX	(XXXXXXXXX	XXX	-		
A INTERNAL PROPUCT	F#					_		
1.INTERNAL PRODUCT								
2.PRODUCT TYPE COL								
3.NEW ALPHA PRODU								
4.TEMPORARY PRODU								
5.PRODUCT IMAGE NA	ME							

### Notes:

### Alpha Product Maintenance

This file contains the alphanumeric product which is used as the primary access method to obtain the Product Master and detail records. The input alpha product number may be any of the following:

- **P** Regular Customer
- C Customer Product Number
- M Manufacturer's Product Number
- **S** Superseded Product Number

In addition, the new product number to be used in the case of a superseded product is stored in this file.

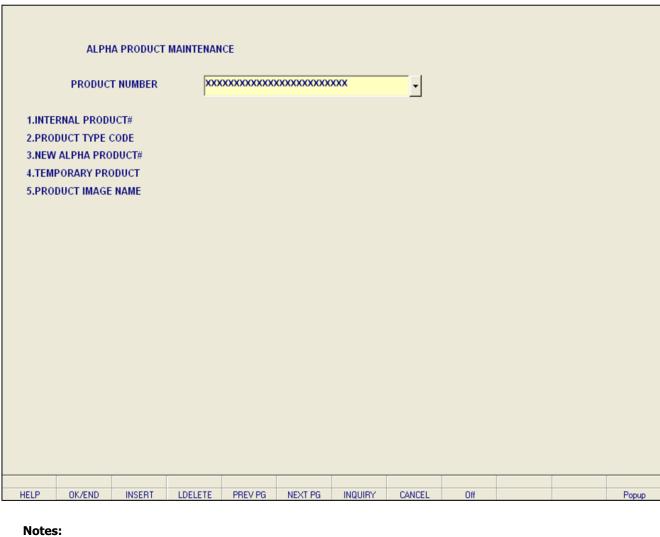
A temporary product is also noted here so that it can be deleted at end of month.

**Product Number** – At the product number prompt you can enter the product number, enter the beginning product number to initiate the lookup routine, click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to search for the product.

**Internal Product#** - Enter the six digit internal product number. Must already exist on PROD.MAST file.

**Product Type Code** - Allowable entries are **C**, **M**, **P**, and **S**.

- C Customer Product Number
- M Manufacturer's Product Number
- P Our Product Number
- S Superseded Product Number



### Alpha Product Maintenance

New Alpha Product# - Enter a new alpha product number. You can enter the beginning product number to initiate the lookup routing, click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to search for the product. This will only be used if the product type code is 'S' Superseded.

**Temporary Product Flag** - Enter  $\Upsilon'$  if this item will be a temporary product.

**Product Image Name -** If applicable, enter image file filename for this product. (Must be in known image format – .jpg, .gif, .pdf, etc.)

### ENTER LINE # TO CHANGE, DELETED TO DELETE, 0 TO ACCEPT

Enter a Zero (0) to accept, click on the 'OK/END' icon, press the 'F2' function key, or type in the word 'END' and hit <ENTER> to accept this entry.

The user can also enter Line Number to make desired changes.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to cancel out.

Enter 'DELETE' followed by \*\*\* to delete an existing record.

Notes:

C1										
Cha	inge Exterr	nal Product	Number Ma	iintenance						
1.0ld Pi	roduct Num	ber	J				<b>-</b>			
Inte	ernal	Number								
Des	cription									
2.New F	Product Nur	nber								
HELP	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off		Popup

## Notes:

### Change External Product Number Maintenance

This file is used to change the alphanumeric product number which is used as the primary access method to obtain the Product Master and Detail records.

**Old Product Number** - Enter the old product number. You can also enter the beginning product number to initiate the lookup routine, click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to search for the product.

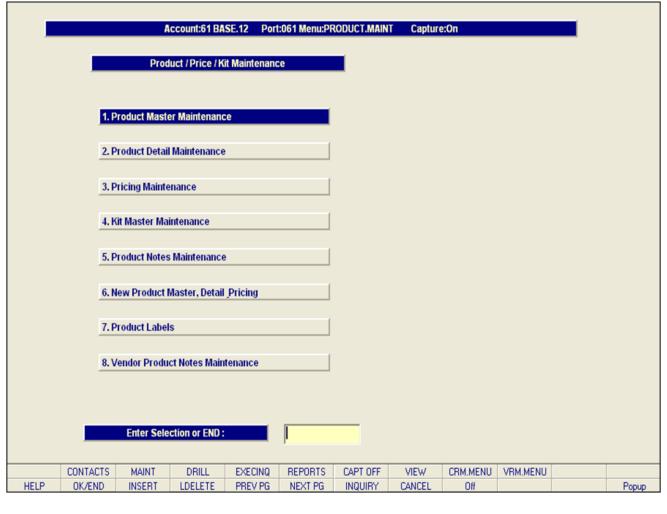
**Internal Number** - Displays the internal number listed for the old product number.

**Description -** Displays the description from the Product Master file.

**New Product Number** - Enter the new product number that will replace the old product number.

### OK to change product numbers (Y/N):

Enter 'Y' and 3 \*'s (\*\*\*) to accept the 'New Product Number' or 'N' to reject it.



### **Product/ Price/ Kit Maintenance**

Utilizing the alphanumeric product number, you can use the product/ price/ kit maintenance menu to enter more detailed information about a product, including detailed descriptions, pricing, unit of measurements, backorder status, minimum sell quantities, kit components, inactivity, printable product labels, product notes and vendor product notes.

Notes:

Product#	AP-9	699				INT PROD	#	101033			
1.Description 1		SING	LE SD SWING AF	RM ALUM		0.Cash%			0.00		
2.Description 2						21.Discour	ntable		Y		
3.Vendor#		A111				22.Taxable	e		Y		
4.Vendor Item#						23.Discont	inued		N		
5.Purch Agent						24.Accept	B/0		Y		
6.Unit Pack			1			25.Partial	Ship		N		
7.Box Quantity			1			26.Inv Byp	ass		N		
8.Case Quantity			1			27.Stock S	tatus		Y		
9.Stocking UM		EA	QTY	1		28.Produc	t Line				
0.Prc/Cost UM		EA	QTY	1		29.Produc	t Class		010		
1.Std Sell UM		EA	QTY	1		30.Produc	t Type		007		
12.Alt Sell UM		EA	QTY	1		31.Unit We	eight			15.0	
13.Purchasing U	M	EA	QTY	1		32.Packing	g Cube			0.0000	
4.Min Sell Qty			1			33.Block	Гier				
5.List Price			1000.0	00		34.0wning	Co#		01		
6.Standard Cos	t		100.0	00		35.Substitu	ite Ind		Y		
7.Current Cost			100.0	36.5	Substitute Pro	duct#		AP-9696			
8.Show Cost			1000.0	00							
9.P0 Cost			1000.0	00 N.		37.Sub Pri	ce Ind		0		
						38.Inactive	Flag				
NTER LINE # TO	CHANG	E,DELETE 1	TO DELETE,0 T	O ACCEPT:			X	XXXXX	P.	AGE 1 0F 4	
						NOTES					Userfile
HELP OF	(/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off			Popup

Notes:	

### **Product Master File Maintenance**

The Product Master file contains one entry for each product carried by the company. Access is through the Alpha Product file. Basic descriptive information regarding the product is stored in this record.

**Product#** - Enter the product number. You can also enter the beginning product number to initiate the lookup routine, click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to search for the product.

**Description 1** – Enter the first line of description (25 character limit). You can also select the camera icon at end of field to acquire an image from a scanner or capture device, or load a file or image from a folder.

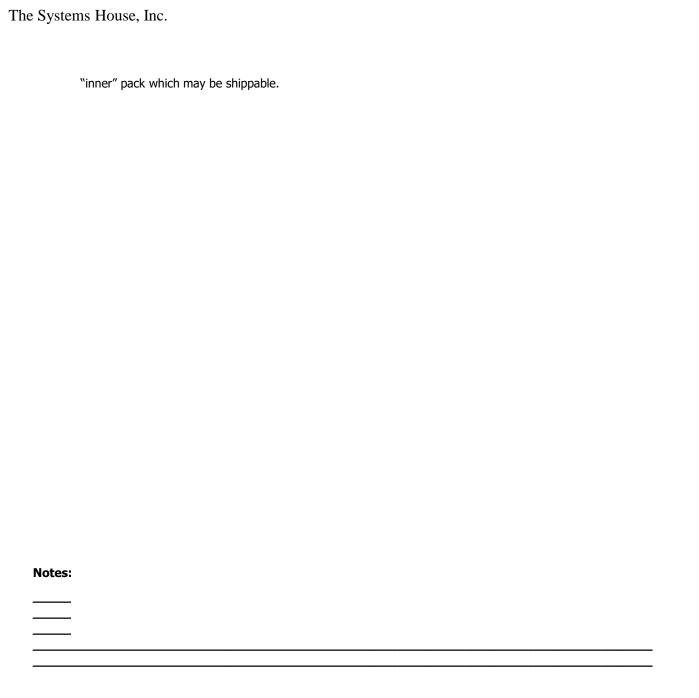
**Description 2** - Enter the second line of the product description (25 character limit).

**Vendor#** - The vendor number prompt is available for recording the "main" vendor for this product, or, if the product is a drop ship item, the drop ship vendor number is stored here. The vendor ID entered must exist on the Vendor Master file. You can also click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to search for the vendor.

**Vendor Item#** - Enter the vendor item number. This field will be picked up by the purchase order subsystem for printing on the P/O. If this field is not present, description 1 will be used.

**Purch Agent** – Enter the purchasing agent for this item.

**Unit Pack** - Enter the unit pack. This is the quantity that corresponds to the unit of measure "PK". It is designed to be used for products that have an



Product#	AP-9699	)				INT PROD	#	101033			
1.Description 1		SINGL	E SD SWING ARI	M ALUM		0.Cash%			0.00	0	
2.Description 2						21.Discour	ntable		Y		
3.Vendor#		A111				22.Taxabl	e		Y		
4.Vendor Item#						23.Discont	inued		N		
5.Purch Agent						24.Accept	B/0		Y		
S.Unit Pack			1			25.Partial	Ship		N		
7.Box Quantity			1			26.Inv Byp	ass		N		
8.Case Quantity			1			27.Stock S	tatus		Y		
9.Stocking UM		EA	QTY	1		28.Produc	t Line				
10.Prc/Cost UM		EA	QTY	1		29.Produc	t Class		010		
11.Std Sell UM		EA	QTY	1		30.Produc	t Туре		007		
12.Alt Sell UM		EA	QTY	1		31.Unit We	eight			15.0	
13.Purchasing UM	l	EA	QTY	1		32.Packing	g Cube			0.0000	
4.Min Sell Qty			1			33.Block	Гier				
5.List Price			1000.00			34.0wning	Co#		01		
6.Standard Cost			100.00			35.Substitu	ite Ind		Y		
7.Current Cost			100.00	36.5	ubstitute Pro	duct#		AP-9696			
18.Show Cost			1000.00	R							
9.P0 Cost			1000.00	"		37.Sub Pri	ce Ind		0		
						38.Inactive	Flag				
NTER LINE # TO	CHANGE,	ELETE T	O DELETE,O TO	ACCEPT:			X	XXXXX	P	AGE 1 0F 4	
							,				
						NOTES					User
	END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off			Pop

Notes:		

### **Product Master File Maintenance**

**Box Quantity** - The box quantity contains the quantity that corresponds to the unit of measure "BX".

**Case Quantity** - The case quantity prompt contains the quantity that corresponds to the unit of measure "CS".

MDS has the ability to support differing stocking, selling, and purchasing units of measure. To support this capability, the following fields are provided in the Product Master file:

**Stocking UM** – Enter the unit of measure in which inventory of this product is maintained.

**Prc/Cost UM** – Enter the unit of measure that this product is price and costed by for order entry.

**Std Sell UM** - Enter the standard selling unit of measure that this product is normally sold in for order entry.

**Alt Sell UM** - Enter the alternate selling unit of measure in which this product is sold.

**Purchasing UM** – Enter the purchasing unit of measure that this product is normally purchased in for purchase order entry.

For all unit of measure prompts you can click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to search for available options.

**Min Sell Qty** – Enter the minimum sell quantity. This field will prevent an order line from being accepted if the quantity ordered is below the stated level. Default is 1.

**List Price** - Enter the list or retail price for this product.

Product#	AP-90	699				INT PROD	#	101033			
1.Description 1		SINGLE	E SD SWING ARI	ALUM		0.Cash%			0.00		
2.Description 2						21.Discour	ntable		Y		
3.Vendor#		A111				22.Taxabl	e		Y		
4.Vendor Item#						23.Discont	inued		N		
5.Purch Agent						24.Accept	B/0		Y		
6.Unit Pack			1			25.Partial	Ship		N		
7.Box Quantity			1			26.Inv Byp	ass		N		
8.Case Quantity			1			27.Stock S	itatus		Y		
9.Stocking UM		EA	QTY	1		28.Produc	t Line				
10.Prc/Cost UM		EA	QTY	1		29.Produc	t Class		010		
1.Std Sell UM		EA	QTY	1		30.Produc	t Туре		007		
12.Alt Sell UM		EA	QTY	1		31.Unit W	eight			15.0	
13.Purchasing UI	M	EA	QTY	1		32.Packin	g Cube			0.0000	
4.Min Sell Qty			1			33.Block	Tier				
5.List Price			1000.00			34.0wning	Co#		01		
6.Standard Cost	t		100.00			35.Substit	ute Ind		Y		
7.Current Cost			100.00	36.S	ubstitute Pro	duct#		AP-9696			
8.Show Cost			1000.00	R							
9.PO Cost			1000.00	-//		37.Sub Pr	ice Ind		0		
						38.Inactiv	Flag				
NTER LINE # TO	CHANG	E,DELETE TO	O DELETE,0 TO	ACCEPT:			X	XXXXX	P	AGE 1 0F 4	
						NOTES					Userfile

Notes:		

### **Product Master File Maintenance**

**Standard Cost** - Enter the standard cost for this product. This field is manually entered and maintained. Depending on values established in the Parameter record, it may be used during inventory valuation procedures.

**Current Cost** - Enter the current cost of the product. This field is entered when the product is initially created, and is updated by the receiving subsystem to reflect the last cost paid. Depending on values set up in the Parameter record, it may be used during inventory valuation procedures.

**Show Cost** – Enter the show cost of the product. This field is used as the cost of an item for calculating salesman's commissions on gross profit.

**PO Cost** - Enter the purchase order cost of the product. This field is entered when the product is initially created, and is updated by the receiving subsystem.

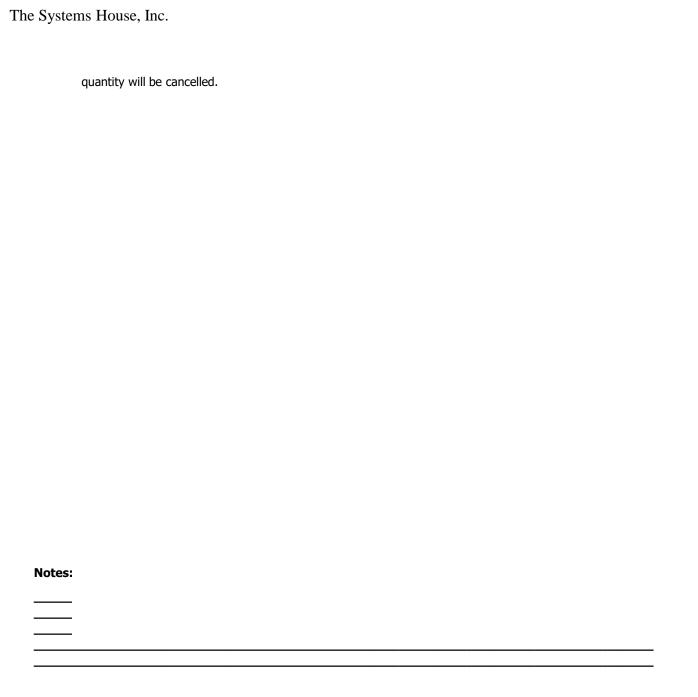
**Cash%** - Enter the cash discount percent if a cash discount is calculated on a product by product basis.

**Discountable** – Enter 'Y' or 'N' if the item is discountable. This field is used in order entry to determine whether or not a trade discount is applicable.

**Taxable** – Enter 'Y' if the item is taxable. Enter 'N' if the item is non-taxable. 'N' is the default code.

**Discontinued** – Enter 'Y' to indicate that the item is discontinued. Discontinued items will not appear on the inventory reports, and no backorders can be entered for the product. The order entry module will alert the operator if an item entered is discontinued, and will only allow entry for the item until the inventory is exhausted.

**Accept B/O** – Enter 'N' in this field if backorders will not be created for this product. Any non-shipped



Product#	AP-9699					INT PROD	#	101033			
1.Description 1		SINGL	E SD SWING AR	M ALUM		0.Cash%			0.00		_
2.Description 2						21.Discour	ntable		Y		
3.Vendor#		A111				22.Taxabl	е		Y		
4.Vendor Item#						23.Discont	inued		N		
5.Purch Agent						24.Accept	B/0		Υ		
6.Unit Pack			1			25.Partial	Ship		N		
7.Box Quantity			1			26.Inv Byp	ass		N		
8.Case Quantity			1			27.Stock S	tatus		Υ		
9.Stocking UM		EA	QTY	1		28.Produc	Line				
0.Prc/Cost UM		EA	QTY	1		29.Produc	t Class		010		
1.Std Sell UM		EA	QTY	1		30.Produc	Туре		007		
2.Alt Sell UM		EA	QTY	1		31.Unit We	eight			15.0	
3.Purchasing U	M	EA	QTY	1		32.Packing	J Cube			0.0000	
4.Min Sell Qty			1			33.Block	Γier				
5.List Price			1000.00			34.0wning	Co#		01		
6.Standard Cos	t		100.00			35.Substitu	ite Ind		Y		
7.Current Cost			100.00	36.S	ubstitute Pro	duct#		AP-9696			
8.Show Cost			1000.00	<b>₽</b>							
9.P0 Cost			1000.00			37.Sub Pri	ce Ind		0		
						38.Inactive	_				
NTER LINE # TO	CHANGE, DE	LETE T	O DELETE,O T	ACCEPT:			X	XXXXX	P/	AGE 1 OF 4	
						NOTES					Userfi
HELP OI	K/END IN	SERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off			Popu

Notes:		

### **Product Master File Maintenance**

**Partial Ship** – Enter a 'N' in this field if orders for this product must be shipped in full. If insufficient quantity is available to ship the entire amount ordered, a backorder may result. (See backorder indicator)

**Inv Bypass** – A 'Y' in this field will prevent the product from going on backorder. The on hand quantity will not be checked during order entry. Allowable entries are Y or N.

**Stock Status** – Enter a 'Y', if this product will be included on the stock status reports. If set to an 'N' it will be excluded.

**Product Line** – Enter the product line associated with this product (It is used in inventory management).

**Product Class** – Enter the product class. It may be used for pricing and /or for determination of taxable status (via the Tax Matrix file.) It is also available for general use, with classes as assigned by the user.

**Product Type** – Enter the product type. This field is available for general use, with types as assigned by the user. Sales may be updated to the general ledger by product type.

You can also click on the 'INQUIRY' icon or press the 'F7' function key which displays all classes or types and the operator can select the needed one.

Product#	AP-9699	)				INT PROD	#	101033			
1.Description 1		SINGL	E SD SWING AR	M ALUM		0.Cash%			0.0	0	
2.Description 2						21.Discour	ntable		Y	_	
3.Vendor#		A111				22.Taxable	е		Y		
4.Vendor Item#						23.Discont	inued		N		
5.Purch Agent						24.Accept	B/0		Y		
6.Unit Pack			1			25.Partial	Ship		N		
7.Box Quantity			1			26.Inv Byp	ass		N		
8.Case Quantity			1			27.Stock S	tatus		Y		
9.Stocking UM		EA	QTY	1		28.Product	Line				
10.Prc/Cost UM		EA	QTY	1		29.Product	t Class		010		
11.Std Sell UM		EA	QTY	1		30.Product	Туре		007		
12.Alt Sell UM		EA	QTY	1		31.Unit We	eight			15.0	
13.Purchasing UI	M	EA	QTY	1		32.Packing	J Cube			0.0000	
14.Min Sell Qty			1			33.Block_T	Tier				
15.List Price			1000.00	)		34.0wning	Co#		01		
16.Standard Cost	t		100.00	)		35.Substitu	ite Ind		Y		
17.Current Cost			100.00	36.S	ubstitute Pro	duct#		AP-9696			
18.Show Cost			1000.00	<i>\ \ \ \ \ \ \ \ \ \</i>							
19.PO Cost			1000.00	) "		37.Sub Pri	ce Ind		0		
						38.Inactive	Flag				
ENTER LINE # TO	CHANGE,	DELETE T	O DELETE,0 T	ACCEPT:			X	XXXXX	- 1	PAGE 1 OF	4
							,				
						NOTES					Us
HELP OK	VEND	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off			Po

Notes:			
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	 		•

### **Product Master File Maintenance**

**Unit Weight** – Enter the unit weight for this product.

**Packing Cube** – Enter the packing cube dimensions used for this product.

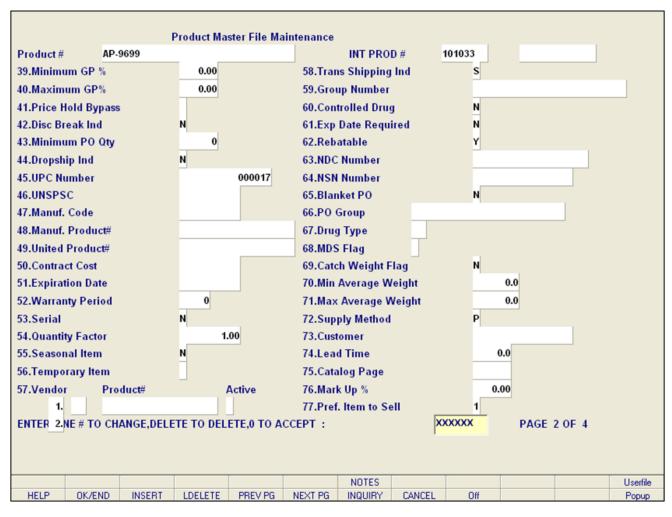
**Block\_Tier** – Enter the pallet arrangement – NN x NN.

**Owning Co#** - Enter the number of the company who owns the product. You can also click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to search for companies.

**Substitute Ind** – Enter the substitute indicator. This is an indicator used by the order entry subsystem to control the type of substitution processing used. A 'Y' will initiate automatic substitution whenever insufficient quantity is available. An 'R' will result in display of listed substitutes for operator decision. A null in this field means that substitution is not used. Allowable entries are Y and R.

**Substitute Product#** – If either form of substitution is used, you must enter the external product number or substitute product number in this field. The substitute must be on file in the Product Master file. Additional substitutions may be entered using the substitute product maintenance program on the same selector. You can also click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to search for the product.

**Sub Price Ind** – Enter the substitute price indicator for the pricing of substitute lines during order entry. An 'O' will use the price from the original product, regardless of what the substitute's price was. An 'S' will use the price from the substitute product, and an 'L' will use the lowest of the two prices. Allowable entries are O, S and L.



Notes:		

### Product Master File Maintenance

**Inactive Flag** – Enter a Y if the product is inactive. Default is N (for product being active). Allowable entries are Y and N.

**Minimum GP%** - Enter the minimum gross profit percentage. This will be used during order entry to determine if the line on the order should be put on price hold. (Used in conjunction with Parameter (4) price hold indicator.

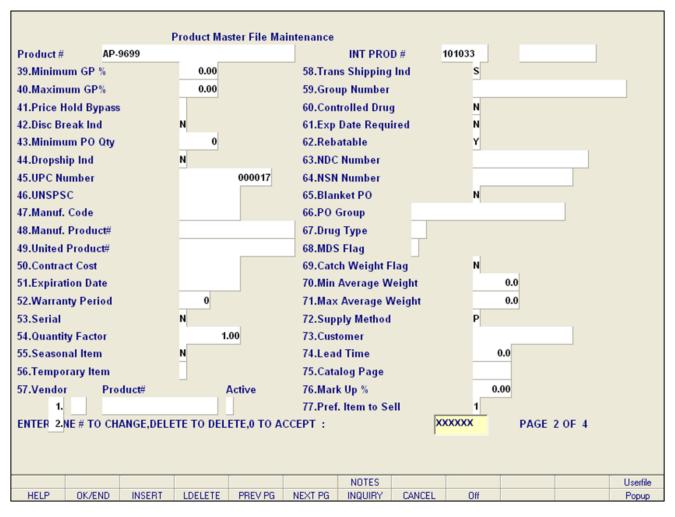
**Maximum GP%** - Enter the maximum gross profit percentage. If present, this value along with the minimum gross profit percent will be used to determine if a line item in order entry should be put on price hold. If not present, then the min/max valued from Product Class are used. If there are no min/max values in Product Class then the min/max values from the Parameter record are used.

**Price Hold Bypass** – You can enter 'Y' for price hold bypass to have this item bypass any Price Hold checks. Allowable entries are Y and N.

**Disc Break Ind** – Enter the discount break indicator allowable entries are Y and N.

**Minimum PO Quantity** – Enter the minimum PO quantity. This field allows you to enter the minimum quantity that can be entered for this product on a purchase order.

**Dropship Ind** – Enter 'Y or N' for the dropship indicator to specify whether or not the item may be drop shipped.



Notes:	

### Product Master File Maintenance

**UPC Number** - Enter the manufacturer UPC Code for the product, or a Parameter created UPC Code. This number must be 12 digits in length.

**UNSPSC -** Enter the United Nations Standard Products and Services Code. (8 characters maximum).

**Manuf. Code** — Enter the manufacturer code. You can also click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to search for vendors.

**Manuf. Product#** - Enter the manufacturer product number. This field allows you to enter the product number the manufacturer uses for this product.

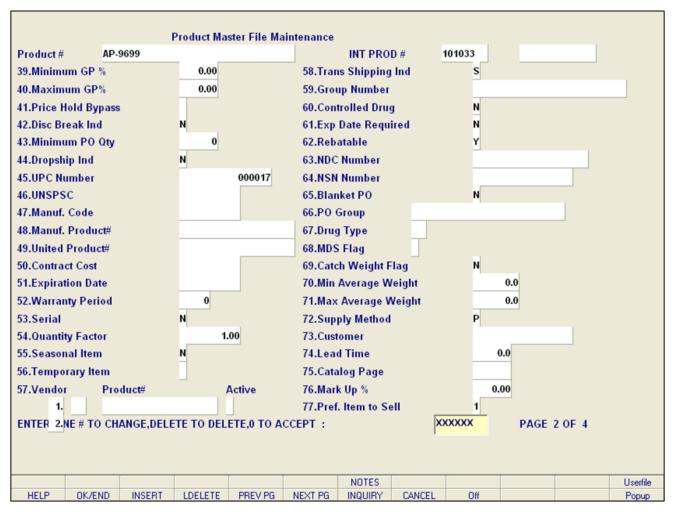
**United Product#** - Enter the product number that United uses for this product.

**Contract Cost** – Enter the contract cost amount in this field.

**Expiration Date** - Enter the expiration date for the contract cost.

**Warranty Period** – Enter the length of the warranty in days. There is a 4 number limit for this field.

**Serial** – The serial field allows you to enter 'Y or N' for whether or not the item is a serial number product.



Notes:		

### Product Master File Maintenance

**Quantity Factor** – The quantity factor lets you enter the quantity factor for this product.

**Seasonal Item** – The seasonal item field allows you to enter 'Y or N' if this item will be a seasonal product. This will be used for inventory management. This flag can be overridden at the product detail level.

**Temporary Item** - Enter a T or N. Entering a 'T' in the temporary item field will flag this product for deletion during periodic (usually monthly/yearly) housekeeping. The temporary flag is automatically set to 'T' as a result of the non-stock product addition procedure during order entry. Allowable entries are T and N.

**Vendor** - The vendor prompt allows you to enter vendors that this product can be auto-ordered from:

UN - United

ST - Stationers

Allowable entries are only UN and ST

**Product#** – Allows you to enter the product number for auto-order of this item.

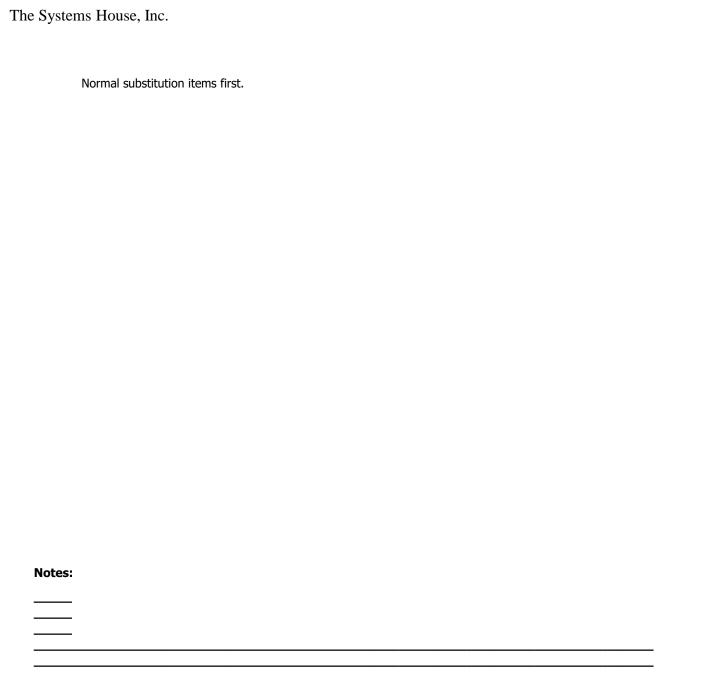
**Active -** The active field allows you to enter a 'Y' if this vendor should currently be set to auto-order this product. Only one vendor can be active at a time. If no vendor is specified as active, this product will not be auto-ordered. Allowable entries are Y and N.

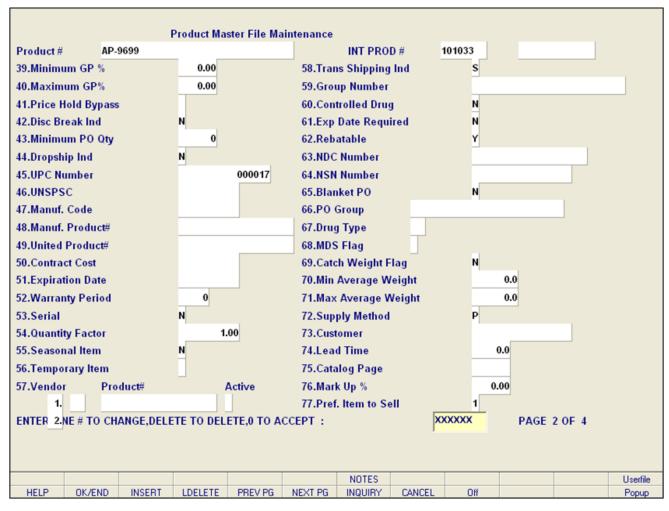
**Trans Shipping Ind** - The transit shipping indicator field allows only three options:

W – Use string of valid warehouses for availability

S – Use normal substitution

B – Use both methods of substitution, displaying





Notes:	

### Product Master File Maintenance

**Group Number** - If this product is part of an order entry group, enter the group number. The group number must validate to the GROUP.MAST file. You can also click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to search for a group number.

**Controlled Drug** – Enter Y or N if the product is a controlled drug.

**Exp Date Required** - Enter Y or N to specify if the expiration date required.

**Rebatable** – Enter Y or N to specify if the item is rebatable.

**NDC Number** – Enter the NDC number. This is used to tie products to Medi-Span update tapes.

**NSN Number** – Enter the National Stocking Number for this product.

**Blanket PO** – Enter Y or N to make blanket PO allowable for this product.

**PO Group** –Enter the PO group for this product and is used for group pricing.

**Drug Type** - DEA Schedule Type - 2 A/N Enter the DEA type in the Product Master file and the Customer Master file. Order entry process will verify that a customer can buy this product.

		Product Mas	ter File Ma	nintenance						
Product#	AP-9699				INT PRO	) #	101033			
39.Minimum (	SP %	0.00		58.Tran	s Shipping	Ind	s			
40.Maximum	GP%	0.00		59.Grou	p Number					
41.Price Hold	Bypass			60.Cont	rolled Drug		N			
42.Disc Break	Ind	N		61.Exp	Date Requi	red	N			
43.Minimum F	PO Qty	0		62.Reb	ntable		Y			
44.Dropship lı	nd	N		63.NDC	Number					
45.UPC Numb	ег		000017	64.NSN	Number					
46.UNSPSC				65.Blan	ket PO		N			
47.Manuf. Coo	de			66.PO	Group					
48.Manuf. Pro	duct#			67.Drug	Туре					
49.United Pro	duct#			68.MDS	Flag					
50.Contract C	ost			69.Catc	h Weight F	ag	N			
51.Expiration	Date			70.Min	Average W	eight		0.0		
52.Warranty F	Period	0		71.Max	Average W	eight		0.0		
53.Serial		N		72.Sup	oly Method		P			
54.Quantity F	actor	1.0	00	73.Cust	omer					
55.Seasonal I	tem	N		74.Lead	l Time			0.0		
56.Temporary	Item			75.Cata	log Page					
57.Vendor	Product#	A	ctive	76.Marl	Up %		0	.00		
1.				77.Pref.	Item to Se	II _	1			
ENTER 2.NE # TO CHANGE, DELETE TO DELETE, 0 TO ACCEPT : XXXXXX PAGE 2 OF 4										
					NOTES					Userfile
HELP 0	K/END INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off			Popup

Notes:			

### **Product Master File Maintenance**

**MDS Flag** – Enter Y or N for the Medical Data Sheet Flag.

**Y** - Customer will receive MDS sheet every time he orders this particular product. If flagged as 'Y' then it will update to the SALES.8 file.

**N** – Customer will only receive MDS sheet one time.

**Catch Weight Flag** – Enter a 'Y' if the item is a catch weight item. During verification you will be prompted to enter all Catch Weights. A catch weight item has a different weight each case. Valid entries are Y/N.

**Min Average Weight** - The minimum average weight field allows you to enter the minimum average weight for this product.

**Max Average Weight** - The maximum average weight field allows you to enter the maximum average weight for this product.

**Supply Method** - If a component is flagged as 'P' or 'M' the operator can change the acquisition from 'P' to 'M' or vice versa. A 'C' product cannot be changed. The backorder reports for the work order module will use this acquisition flag to determine if the product should appear on the 'manufactured backorder report' or the 'purchase backorder report'. If the product is customer supplied, a customer number will be required. This will ensure that a customer supplied product is not sold to another customer. The allowable options for this field are as follows:

**P** – Purchase Product

M - Manufactured Product

**C** – Customer Supplied Product

		Product Mas	ter File Ma	nintenance						
Product#	AP-9699				INT PROD #	1010	033			
39.Minimum G	P %	0.00		58.Trans	Shipping In	d	S			
40.Maximum	SP%	0.00		59.Group	Number					
41.Price Hold	Bypass			60.Contro	olled Drug		N			
42.Disc Break	Ind	N		61.Exp D	ate Require	d	N			
43.Minimum P	O Qty	0		62.Rebat	able		Y			
44.Dropship In	d	N		63.NDC N	lumber					
45.UPC Number	er		000017	64.NSN N	lumber					
46.UNSPSC				65.Blank	et PO		N			
47.Manuf. Cod	e			66.P0 Gr	oup					
48.Manuf. Pro	duct#			67.Drug	Гуре					
49.United Prod	luct#			68.MDS I	lag					
50.Contract Co	st			69.Catch	Weight Flag	g	N			
51.Expiration	Date			70.Min A	verage Wei	ght	0.	.0		
52.Warranty P	eriod	0		71.Max A	verage Wei	ght	0.	.0		
53.Serial		N		72.Suppl	y Method		P			
54.Quantity Fa	ctor	1.0	0	73.Custo	mer					
55.Seasonal It	em	N		74.Lead	Time		0.0			
56.Temporary	ltem			75.Catalo	g Page					
57.Vendor	Product#	A	ctive	76.Mark	Jp %		0.00			
1.				77.Pref. l	tem to Sell		1			
ENTER 2.NE # TO CHANGE, DELETE TO DELETE, 0 TO ACCEPT : XXXXXX PAGE 2 OF 4										
						,				
					NOTES					Userfile
HELP OK	ZEND INSERT	LDELETE	PREV PG	NEXT PG		CANCEL	Off			Popup

Notes:			

### **Product Master File Maintenance**

**Customer** – This field displays the customer.

**Lead Time -** The lead time field allows you to enter the Purchasing Lead Time, or lead time needed when order this product. Enter time using a fraction of a month. Ex: **1 month** -1.0 or  $\frac{1}{2}$  month -5.5

**Catalog Page** – Enter the catalog page for this item.

**Mark Up%**- Enter the markup percent. The standard markup percentage will be stored in each product record to be used in the intercompany transactions.

**Pref. Item to Sell** – Enter the preferred item to sell. You can enter any single alpha/numeric character to flag items to sell either because of margin, availability, relationship, etc. This will mark the item as the preferred substitute item to sell.

**Environment Code Flag** - Enter the environment code flag. It is an optional field used to indicate if there are any special environmental considerations for this product. You can also click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to search for available options.

**Combo Code** – Enter the combo code. This is an alphanumeric value to allow products to be grouped together for the purpose of cost breaks. You can click on the 'INQUIRY' icon or press the 'F7' function key to display all available codes on file.

roduct#	AP-9699					10	01033		
78.Environmen	nt Code Flag								
79.Combo Cod	e								
80.PO Combo	Code								
81.Qualify for F	Free Freight								
82.Promotiona	l Price				Beg Date		E	nd Date	
83.Country of C	Origin		000	U.S.A.					
84.Internationa	al Description								
85.Wild Card									
RemoteNet									
86.Product Ass	oc Codes	99				88.Web C	atalog Cod	es	
87.Catalog Pro	duct	Y				Prod	Prod	Product	Product
89.Image Xref						Туре	Class	Category	Subcatg
90.Datasheet X	(ref					1	8	8	2
91.Small Desc	for Web								
92.Large Desc	for Web								
NTER LINE # TO	CHANGE, DELETE T	O DELETE,0 TO	ACCEPT:			XXX	(XXX	PAGE 3	OF 4
						,			
					NOTES				

Notes:		

### **Product Master File Maintenance**

**PO Combo Code** – Enter the PO combo code. This is an alphanumeric value to allow products to be grouped together for the purpose of cost breaks. If you give products the same PO Combo Code then when you enter a PO, all the products with same PO Combo Code will be re-costed using the aggregate quantity when checking for Vendor Cost Breaks. You can click on the 'INQUIRY' icon or press the 'F7' function key to display all available codes on file.

**Qualify for Free Freight** – Enter 'Y' or 'N' if the product qualifies for free freight.

**Promotional Price** - Enter the promotional price. This field allows you to enter the promotional price for the product as well as the begin date and end date of the promotion.

**Country of Origin** - Enter the country of origin code. The country description will print on the invoice for an international customer. The default code is 000 for USA. You can click on the 'INQUIRY' icon or press the 'F7' function key to display all available countries.

**International Description** - Enter the international description. The international description field allows you to enter a note that will print on the invoice for international customers. If this field is left blank, the default value printed on the invoice will be the Product Class description. The character limit is 25.

**Wildcard** - Enter the wildcard. This field is a free form field which can be used for additional product identification. When using product lookup, the Wild Card data will be searched as Description. The character limit is 25.

Product#	AP-9699					10	01033		
78.Environmen	nt Code Flag								
79.Combo Cod	le								
80.PO Combo	Code								
81.Qualify for I	Free Freight								
82.Promotiona	l Price				Beg Date		E	nd Date	
83.Country of	Origin		000	U.S.A.					
84.Internationa	al Description						,		
85.Wild Card									
RemoteNet									
86.Product Ass	oc Codes	99				88.Web C	atalog Cod	les	
87.Catalog Pro	duct	Y				Prod	Prod	Product	Product
89.lmage Xref						Туре	Class	Category	Subcatg
90.Datasheet X	(ref					1	8	8	2
91.Small Desc	for Web								
92.Large Desc	for Web								
ENTER LINE # TO	CHANGE, DELETE T	O DELETE,0 TO	ACCEPT:			XXX	CXXX	PAGE 3	OF 4
					NOTES				
					NUTES				

Notes:			

### Product Master File Maintenance

**Prod Assoc Codes** – Enter the product association code. This code allows you to enter multiple association code values from 01 to 99. Use code 99 if you wish all customers to view and order this product. This value is used in conjunction with the Customer Association Code to restrict customers from ordering products on the RemoteNet website.

Catalog Product - Enter the catalog product. Enter a 'Y' if you wish this product to be included in the RemoteNet Online Catalog. A value of Y requires input of a product type, class, category, and subcategory value. Enter an 'N' if you do not wish to make this product available for browsing in the RemoteNet Online Catalog. The default value is 'N'. You can click on the 'INQUIRY' icon or press the 'F7' function key to display all acceptable values.

**Image Xref** - Enter the image xref. This field allows you to enter the name of the image for this item for use in RemoteNet.

**Datasheet Xref** – Enter the datasheet xref field allows you to enter the name of the datasheet (material or medical safety sheet) for this item for use in RemoteNet.

**Small Desc for Web** – Enter a small description for this item for use in RemoteNet. There is a 40 character limit per row and there only two rows.

**Large Desc for Web** – Enter a large description for this item for use in RemoteNet. There is a 40 character limit per row and there only two rows.

Product#	AP-969	9				101033				
Desc	1 SINGLE	SD SWING ARM	ALUM							
Desc 2	2									
02 Taut Infan										
93.Text Infor	mation									
					Λ.					
					- No					
ENTER LINE	# TO CHAN	GE,DELETE TO	DELETE.0 TO	ACCEPT :		XXXXX	PA	GE 4 0F 4		
		,				)=				
HELP	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	NOTES INQUIRY	CANCEL	Off		Userfile
HELF	UK/END	INSERT	LUELETE	rnev ru	NEALFU	INQUINT	CANCEL	UII		Popup

Notes:			

### **Product Master File Maintenance**

**Web Catalog Codes** – Enter the web catalog codes. They must consist of four catalog levels to be used with RemoteNet online. The catalog levels are as follows:

**Prod Type** – Enter the product type.

**Prod Class** – Enter the product class.

**Product Category** – Enter the product category.

**Product Subcatg** – Enter the product subcategory.

**Text Information** – Enter the text information. This field provides you with an excess amount of rows that will allow you to add more information about the product.

### ENTER LINE # TO CHANGE, DELETE TO DELETE, 0 TO ACCEPT:

Enter a Zero (0) to accept, click on the 'OK/END' icon, press the 'F2' function key, or type in the word 'END' and hit <ENTER> to accept this entry.

The user can also enter Line Number to make desired changes.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to cancel out.

Enter 'DELETE' followed by \*\*\* to delete an existing record

Warehouse	e #	<b>∑</b> NN →	Proc	luct Detail Ma	aintenance						
Product#											
10.Solid Ca 11.Solid Ca 12.Primary 13.Primary 14.Solid Ca	t entive Ind c Ind Select Qty	e Pick numum ximum Minumum					16.Loc	ations	1	Loc Гуре	
HELP	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off			Popup

# Notes:

### Product Detail Maintenance

The Product Detail file contains an entry for each product/warehouse in which an item is sold or stocked. This file contains basic inventory, product, and product sales movement and history.

**Warehouse** # – Enter the warehouse number. You can also click on the 'INQUIRY' icon or press the 'F7' function key which displays all warehouses and the operator can select the needed warehouse.

**Product Number #** - Enter the product number you will be associating with this warehouse record. You can click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to search for the product.

**Last Cost** – Enter the last cost. This field may be used instead of the current cost in the Product Master File, if cost information is to be kept on a warehouse basis.

**Std Cost** - Enter the standard cost. Like last cost, it may be kept in the Product Detail file instead of the Product Master file if the costing is to be done on a warehouse basis.

**Message** - Enter a message. This field allows you to enter text that will be printed on the order document immediately beneath the order line. Optionally, it may be displayed on the order entry screen as a message to the operator instead.

Warehouse	#	001 CLIFTO	ON								
Product#		AP-9699					SINGLE SD S	WING ARM AL	JM		
1.Last Cost											
2.STD Cost											
3.Message											
4.OH Nega			Y								
5.Lot Logic			N							Loc	
6.Auto Lot							16.Loc	cations		Гуре	
7.Unit/Len	Qty		U							21	
8.Cycle Co								1. A-100		P	
-	ation Pick in	ı Use						2.			
10.Solid Ca	se Pick in U	se						3.			
11.Solid Ca	se Maximun	n Pick						4.			
-	Location Mi										
_	Location Ma										
	se Location										
15.Solid Ca	se Location	Maximum									
								00004			
Enter Line#	to Change,	Delete to del	ete, UK to Ac	cept:			<u>20</u>	(XXXX	PAGE 1	OF Z	
HELP	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off			Popu
	01112112	11102117	20020.0	1112113	712777.0	111401111		0			, spa

### Product Detail Maintenance

**OH Negative Ind** – Enter the on-hand negative indicator. This is an indicator field that is used during updates to inventory on-hand fields. A 'Y' in this field means that the on-hand figure will be allowed to go negative. An 'N' will change all negative on-hand values to zero. The update to on-hand will give a negative result whenever the operator enters a shipped quantity that is greater than the on-hand figure currently in the system. This situation arises when, for example, inventory has been received into the warehouse but the transaction has not yet been posted, or any other time when the operator 'knows' that a particular quantity of merchandise was actually shipped. If a receiver is to be posted later, obviously, a negative on-hand is desirable. Otherwise the inventory quantity will be out of balance. Therefore, this field is 'Y' for products where the on-hand figure is expected to be correct, or for products which are to be tracked through the inventory management subsystem. There may be cases, however, where management does not want to track inventory. For these items, the field should be 'N'. Allowable entries are Y or N only.

**Lot Logic Ind** – Enter the lot logic indicator. The lot inventory maintained field is an indicator field that is used to indicate if this product, for this warehouse, is maintained by lot. As a result, lot control can be implemented by product, and can also be handled on a warehouse by warehouse basis. Allowable Entries are Y or N.

**Auto Lot Select** – Enter the auto lot select. This field allows you to enter a Y if this product should allow for Auto Lot Selection (if Lot Logic Ind is Y and parameter 102 is set to Y). Otherwise you can enter N if there should be no Auto Lot Selection for this product. You can click on the 'INQUIRY' icon or press the 'F7' function key to display the allowable options Y or N.

Notes:			

### **Product Detail Maintenance**

**Unit/Len Qty** – Enter the unit/length quantity. Enter 'U' to force lot kit components to match quantity or 'L' for over/under ship ability. (Used with lot/kit logic only).

**Cycle Count Code** - Enter the cycle count code this product is associated with. (Used for physical inventory).

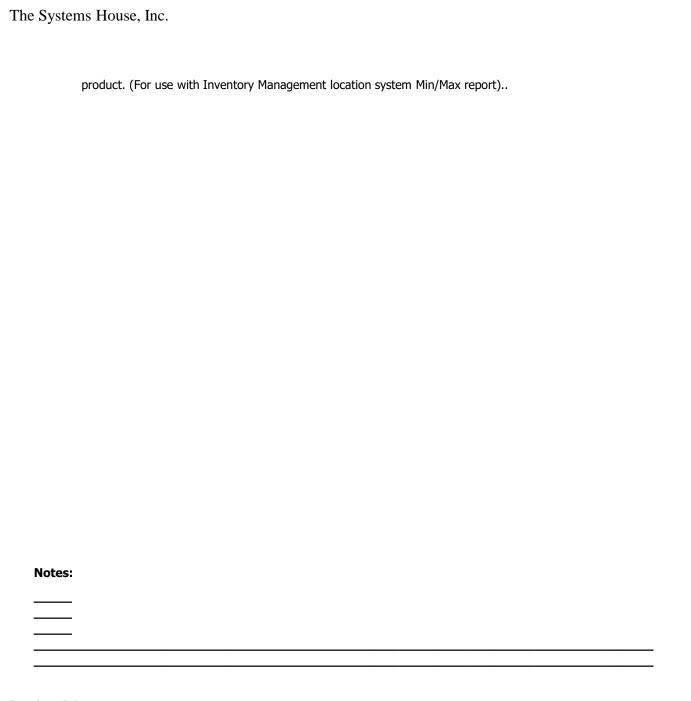
**Multi-Location Pick in Use** – Enter 'Y' or 'N' to specify whether or not an item is eligible for Multi-Location Picking. Default is 'Y.

**Solid Case Pick in Use** – Enter 'Y' or 'N' specify whether or not an item has a solid primary case pick location in use. Default is 'N'. You can click on the 'INQUIRY' icon or press the 'F7' function key to display the allowable options Y or N.

**Solid Case Maximum Pick** - Enter the solid case maximum pick. This field is used to designate the maximum quantity to be picked from the solid case primary pick location. The quantity will be in stocking unit of measure. No entry to this field will mean there is no maximum.

**Primary Location Minimum** – Enter the primary location minimum. This field allows you to enter the minimum quantity for the primary location for this product. (For use with Inventory Management location system Min/Max report).

**Primary Location Maximum** – Enter the primary location maximum. This field allows you to enter the maximum quantity for the primary location for this



		Pro	duct Detail Ma	aintenance						
Warehouse #	001 CLI	FTON								
Product#	AP-9699					SINGLE SD S	WING ARM ALI	<b>JM</b>		
1.Last Cost										
2.STD Cost										
3.Message										
4.0H Negative Ind		Y								
5.Lot Logic Ind		N							Loc	
6.Auto Lot Select						16.Loc	ations		Туре	
7.Unit/Len Qty		U								
8.Cycle Count Code							1. A-100		P	
9.Multi-Location Pick	in Use						2.			
10.Solid Case Pick in	Use						3.			
11.Solid Case Maxim	ım Pick						4.			
12.Primary Location I	linumum									
13.Primary Location I										
14. Solid Case Locatio	n Minumum									
15.Solid Case Locatio	n Maximum									
Enter Line# to Chango	e, Delete to d	lelete, OK to Ac	cept:			<b>2</b>	XXXX	PAGE	1 OF 2	
HELP OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off			Popu
TILLE UNITEND	INSENT	LUCLETE	FREVEU	NEATEG	INQUINT	CANCEL	UII			гори

Notes:		

### Product Detail Maintenance

**Solid Case Location Minimum** – Enter the solid case location minimum. This field is used to designate the minimum on hand quantity in the solid case primary pick location and is used to initiate replenishment from the backup locations.

**Solid Case Location Maximum** – Enter the solid case location maximum. This field is used to designate the maximum storage quantity of the solid case primary pick location and is used by the replenishment programs to determine the quantity to replenish.

**Locations** – Enter the primary picking location for this product. Picking documents or summary picking reports may be printed in location sequence. You can click on the 'INQUIRY' icon or press the 'F7' function key to display the allowable options Y or N.

**Loc Type** – Enter the location type. This field allows you to enter the warehouse location type as follows:

**P** – Primary

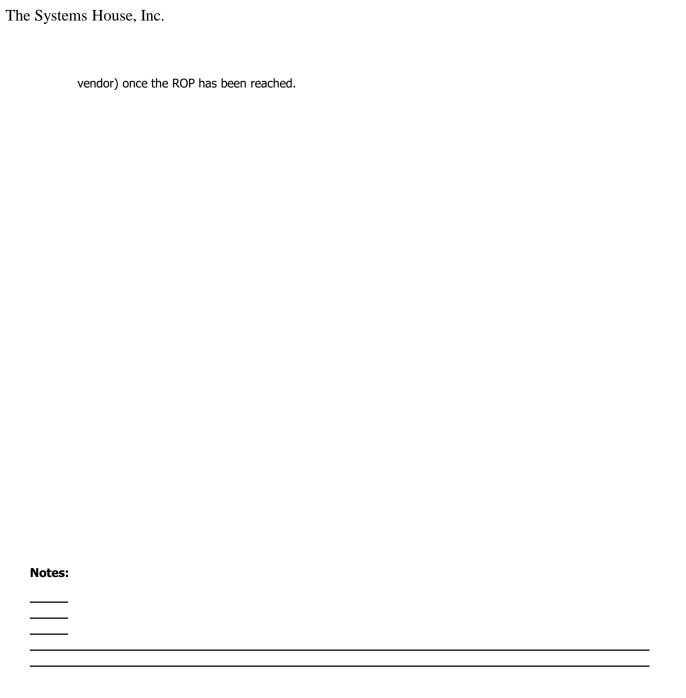
**S** – Solid Case Primary Pick (If Solid Case Pick Use Flag is 'Y')

"" - Backup

**Usage Override** – Enter the usage override.

**ROP Override** - Enter the manual ROP override. This is one of the fields used to make a low stock determination. The ROP value, whether calculated by the inventory management subsystem, or manually entered, is the trigger which should initiate a purchasing cycle.

**ROQ Override** – Enter the manual ROQ override. Whether manually entered or calculated, it represents the quantity to be ordered (from the



				uct Detail Ma	aintenance							
Warehouse	#	001 CLIFTO	N									
Product#	į	AP-9699				SINGLE SD SWING ARM ALUM						
Inventory M	lanagement F	Fields										
	*** N	lanual Overri	des ***									
17.Usage O	verride				Reas	on						
18.ROP 0ve	erride											
19.ROQ 0v	erride				Date							
20.Safety S	tock				Expi	ration						
21.PLT Ove	rrride		0.0									
22.Line Pt (	Override											
23.Stocked	at Whse		<u> </u>		29.Replen	ish Flag	00	00				
24.Velocity		D	30.Environment									
25.Trend Source			31.Raw Material			N						
26.Seasonal				32.Ship M	ethod							
27.Replen Method												
28.PO Cost Override		0.00										
									PAGE 2	OF 2		
UELD	OKIEND	INCERT	IDELETE	DDEV DC	NEVT DO	MOUNDS	CANCE	0"			D.	
HELP	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off			Popu	

Notes:			
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### Product Detail Maintenance

**Safety Stock** - Enter the safety stock amount. This is used to handle the chance that, despite the predefined inventory management determinations, the quantity on hand will reach zero before replenishment merchandise is received. The higher the safety stock level, the lower chance and out-of-stock condition will arise.

**PLT Override** - Enter the PLT override. This field is for you to enter the manual purchase lead time. The value entered here will override the PLT as calculated in the purchase order system. PLT can also be overridden at the IM.PARAM level.

**Line Pt Override** – Enter a line point override. With this field you can set a manual override at the Line Point. The value entered here will be the manual override of line point quantity, determined by the inventory management subsystem.

**Stocked at Whse** - Enter 'Y' or 'N' to indicate whether or not the item is stocked at this warehouse.

**Velocity** - Enter the velocity. Although it may be a manually assigned value, the velocity code is often a computed value, determined by the inventory management subsystem. The different velocity codes represent the value placed on an item- usually specified as A, B, C, or D, and relate to the risk that is acceptable in determining safety stock.

**Trend Source** – Enter the trend source. This is the method of computing the trend on seasonal items:

I – Use usage data at the item level

**P** – Use the aggregate trend percentage from Product Line file, PLINE (25)

**C** – Use the aggregate trend percentage from the company as stored in the IM.PARAM record, IM.PARAM (18)

The aggregate trend percentages are calculated during the inventory management sales update. This field can also be set at the product line and at the company level. (IM.PARAM). Allowable entries are **I**, **P**, **and C**.

28

	#	001 CLIFT	ON								
Product # AP-9699							SINGLE SD SWING ARM ALUM				
Inventory M	lanagement	Fields									
	***	Manual Overr	ides ***								
17.Usage Override				Reas	Reason						
18.ROP Override											
19.ROQ Override			Date								
20.Safety Stock				Expiration							
21.PLT Ove	rrride		0.0								
22.Line Pt (	Override										
			_								
23.Stocked at Whse			ĭ		29.Replenish Flag		000	)			
24.Velocity						ironment					
25.Trend Source			31.Raw Material			N	ı				
26.Seasona					32.Ship M	ethod					
27.Replen I											
28.PO Cost	Override		0.00								
									PAGE 2	NE 2	
									FAGE 2	01 2	
							CANCEL				

### **Product Detail Maintenance**

**Seasonal** — Enter Y or N if this is a seasonal product. This flag can also be set at the Product Master Level.

**Replen Method** – Enter the replenishment method field allows you to enter one of the following options regarding replenishment:

- 1 Use EOQ/Line Point
- 2 Inventory Class
- 3 Minimum/Maximum

**PO Cost Override** – Enter the purchase order cost override for this item. This is the cost of issuing a PO for this time and is set at the IM.PARAM level (IM.PARAM 40). Only enter a value here if this product has an unusual purchase order cost.

Replenish Flag – Enter the replenish flag. This is used to determine how the demand is to be adjusted. The default value of 000 indicates the product will be replenished from the vendor. Otherwise the flag will be for a specific whse and the demand for this whse will be added to the demand calculated from the Product Detail record.

**Environment** – Enter the warehouse environment. The environmental flag is used to determine if the product has any special environmental considerations.

**Raw Material** – Enter 'Y' if the product is a raw material product, or 'N' if it is not.

			Product D	etail Mainten	ance					
Warehouse #	001	CLIFTON								
Product#	AP-96	99				9	SINGLE SD SWING	ARM ALUM		
Inventory Management Fields										
	*** Manua	ol Overrides	***							
17.Usage Overrio	le				Reason					
18.ROP Override										
19.ROQ Override					Date					
20. Safety Stock					Expirati	on				
21.PLT Overrride			0.0							
22.Line Pt Overri	ide									
23.Stocked at Wi	hse	Y		29.	Replenish	Flag	000			
24.Velocity		D			Environme					
25.Trend Source				31.	Raw Mater	ial	N			
26.Seasonal				32.	Ship Metho	d				
27.Replen Metho										
28.P0 Cost Overi	ride		0.00							
ENTER LINE # TO	CHANGE DE	LETE TO DE	LETE 0 TO ACC	CEPT .			<b>∑</b> OOO	'Y	PAGE 2 OF 2	
ENTER EINE # 10	CHANGE,DE	LLIL TO DE	LETE, O TO AC	CLI I .			<b>2</b> 000		TAGE Z OF Z	
	K/END II	NSERT	LDELETE F	PREV PG N	IEXT PG	INQUIRY	CANCEL	Off		

Notes:			

#### Product Detail Maintenance

**Ship Method** - Enter the ship method that will be used in Order Entry if the product needs to be shipped via a specific method.

You can click on the 'INQUIRY' icon or press the 'F7' function key to display all available options for these fields

# ENTER LINE # TO CHANGE, DELETE TO DELETE, 0 TO ACCEPT:

Enter a Zero (0) to accept, click on the 'OK/END' icon, press the 'F2' function key, or type in the word 'END' and hit <ENTER> to accept this entry.

The user can also enter Line Number to make desired changes.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to cancel out.

Enter 'DELETE' followed by \*\*\* to delete an existing record.

Notes:

PRICE MAIN	ITENANCE									
Product	<b>∑</b> xxxxxx	xxxxxxxxxx	XXXXXXX		•					
1.Line	Pr	ice U/I	M Qty Bre	ak Dis	sc% Comn	1%				
2.Line#	UM	+/-Percent		+/- Amount	Method		ing by UM * for UM to A	pply Price to )		
HELP	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off		Popup
HEL	ONLIN	IIIOLIII	COLLECT C	THEFT	HENT I'M	quiii	CHITOLE	Oil		1 opop

#### Price Maintenance

This program allows entry and maintenance of the price, discount, and commission, fields stored in the Product Master file. It also facilitates the entry of quantity breaks optionally used in order entry. The quantity ordered is compared with the 'QTY BREAK' fields. When the quantity ordered is less than or equal to the quantity amount stored in the file, the price, discount and commission for that level is used.

There are 99 available levels for quantity, price, discount, and commission breaks. The price point, discount point, and commission pointers in the Customer Detail file also look to this file for individual pricing. For example, if customer "ABC" is to get the price designated on line 2 of this file, then the Customer Detail record for customer "ABC" would contain '2' in the price pointer field. The same would also apply for use with discount percentages and commission percentages. (See Customer Detail Maintenance)

	AP-9699			SINGLE	SD SWING AR	RM ALUM		
1.Line	Price	U/M (	Oty Break	Disc%	Comm%			
1. 2. 3.	#####.##							
3. 4. 5.								
6. 7.								
8. 9.								
10.								
			+/- Amo	unt	Method	Pricing by UM		
1.	UM +/-Per	0.0	0			(Enter * for UM to Ap	oply Price to )	
1. 2. 3.	UM +/-Per	0.00	0 0			(Enter * for UM to Ap	oply Price to )	
	UM +/-Per	0.0	0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0			(Enter * for UM to Ap	oply Price to )	

Notes:			
	 	 	_
	 		•

#### Price Maintenance

**Product** - Enter the product number for the item you wish to complete Price Maintenance for. You can also click on the 'INQUIRY' icon or press the 'F7' function key to display product numbers listed on file.

**Price** – Enter the price for the item. The U/M field will automatically appear.

**Qty Break** – Enter a quantity break from 0 to 9999999.

**Disc%** - Enter the discount percent. This should be the discount percent for this product.

**Comm%** - Enter the commission percent for this product.

**UM** – Enter a '\*' for unit of measure to apply price to ALL or enter a valid unit of measure.

+/- Percent – Enter the +/- percent. This field allows you to enter the percent added/subtracted from cost when determining a price. A negative number must be preceded with a '-' (minus) sign. Do not use a '+' (plus) sign for positive numbers.

+/- Amount— Enter the +/- amount. This field allows you to enter the dollar amount to add/subtract from cost when determining a price. A negative amount must be preceded with a '-' (minus) sign. Do not use a '+' (plus) sign for positive numbers.

PRICE MAINT	ENANCE									
Product	AP-9699			SIN	GLE SD SWING A	RM ALUM				
1.Line 1. 2. 3.	Price	U/M	Oty Break	Disc9	6 Comm%					
4. 5. 6.										
7. 8. 9.										
2.Line# 1. 2.	UM +/-	(	0.00	- Amount	Method		ng by UM * for UM to Ap	ply Price to )		
3. 4. 5. 6.			0.00 0.00 0.00							
ENTER LINE #	TO CHANGE,DE	ELETE TO DEI	ETE,0 TO A	CCEPT :			<b>⊠</b> ×	XXXX		
HELP	OK/END I	INSERT I	DELETE	PREV PG	NEXT PG	NQUIRY	CANCEL	Off		Popup

# Notes:

#### **Price Maintenance**

**Method** – Enter the method for this product. The three possible methods you can apply to the method field are C, D or G:

C and G use the cost in determining price

D uses the List Price to determine actual price

C – Cost plus dollar amount entered

D - Discount percent of List Price

G – Gross Margin; Cost plus gross margin percent

Example: Price = Cost / (1 – entered percent)

If percent entered is 20, the cost \$10.00 the calculation is:

If percent entered is 20, the cost \$10.00 the calculation is:

Price = 10.00 / (1 - .20)

Price = 10.00 / (.80)

Price = 12.50

You can also click on the 'INQUIRY' icon or press the 'F7' function which opens the pop-up inquiry box to search the acceptable values listed on file.

# ENTER LINE # TO CHANGE, DELETE TO DELETE, 0 TO ACCEPT:

Enter a Zero (0) to accept, click on the 'OK/END' icon, press the 'F2' function key, or type in the word 'END' and hit <ENTER> to accept this entry.

The user can also enter Line Number to make desired changes.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to cancel out.

Enter 'DELETE' followed by \*\*\* to delete an existing

systems	s House, Inc.			
ro	ecord.			
re	ecora.			
otes:				

roduct#	<b>∑</b> XXXXXXXXXXXXXXX	XXXXXXXXXXXX	ΚΧ	•				
Com	ponent Product#		De	escription		Stk/UM	Component Qty	

### Kit Master Maintenance

This file contains the component masters contained in each kit item. Within the record are quantities required of each component to assemble the full kit. i.e. Product 123456 (Gift package containing various cheeses)

The kit master for this product would contain the items within the package and quantities of each needed:

- 1. Component 1 123455
- 2. Component 1 QTY 3
- 3. Component 2 123457
- 4. Component 2 QTY 3
- 5. Component 3 987551
- 6. Component 3 QTY 2

Notes:

Kit Maste	r Maintenar	nce							
Product #	# AF	2-9699			SINGLE S	D SWING ARM	ALUM		
	Component	t Product#		De	scription			Stk/UM	Component Oty
1. 2.									
3.									
4.									
5.									
6.									
7.									
8.									
9. 10.									
11.									
12.									
13.									
14.									
15.									
01033 not	on file, Cre	ate it (Y/N)							
HELP	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off	Popul
HELP	UK/END	INSERT	LUELETE	rhev ru	NEXT PU	INQUINT	LANCEL	Ull	Рорц

Notes:		

#### Kit Master Maintenance

**Product#** - Enter the product number. This allows you to enter the item number for the kit or you can also click on the 'INQUIRY' icon or press the 'F7' function key to display all product numbers currently on file.

**Component Product#** – Enter the component product number. This is for the item or items contained in this kit. You can also click on the 'INQUIRY' icon or press the 'F7' function key to display all product numbers currently on file

The Description and Stk/UM fields will be automatically populated once the component product number is entered.

**Component Quantity** – Enter the component quantity needed for this kit. This is the quantity of items necessary for this kit.

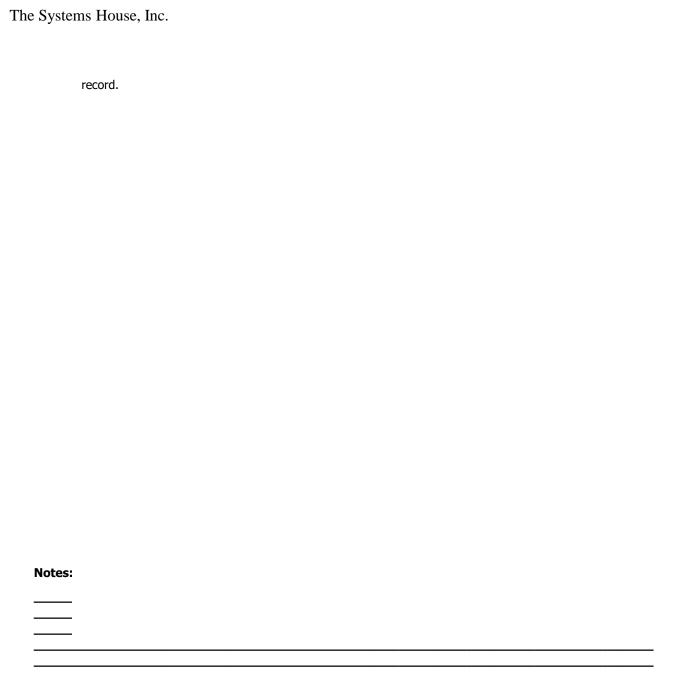
# ENTER LINE # TO CHANGE, DELETE TO DELETE, 0 TO ACCEPT:

Enter a Zero (0) to accept, click on the 'OK/END' icon, press the 'F2' function key, or type in the word 'END' and hit <ENTER> to accept this entry.

The user can also enter Line Number to make desired changes.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to cancel out.

Enter 'DELETE' followed by \*\*\* to delete an existing



Product#	AP-969 SINGLE		Product	Notes	Maintenance		Ρ.	Output  All Syst  Purchasing  Customer	tems		
1.Notes	Note C/U Sell	P	Product			Date		Output	Expires	Warehouse	
1.	<b>}</b>										
2.											
3.											
4.											
5.											
6.											
HELP	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off			Popup

Notes:		

#### **Product Notes Maintenance**

Enter product note(s). Order Entry and/or Purchasing operators will have the ability to view on screen any Product Notes that are specific to this product.

**Product#** - Enter the product number. You can also click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box.

**Note -** Enter a brief note in this field. The character limit for this field is 35.

**Date** – Enter start date of this note. You can select the drop-down arrow to view a calendar and select a date.

**Output** – Enter an output code. This code refers to the notes and to whom they are available to be viewed by. Valid Output Codes include the following:

A - All Systems

**P** – Purchasing

**C** – Customer Service

**Expires**– Enter the date that this note 'Expires'. You can select the drop-down arrow to view a calendar

**Warehouse** – Enter what warehouse does this note apply to. Enter ALL for all warehouses. The default is all.

**C/U Sell** – Allowable entries include 'C' to cross sell, 'U' to up sell, or 'N'.

# ENTER LINE # TO CHANGE, DELETE TO DELETE, 0 TO ACCEPT:

Enter a Zero (0) to accept, click on the 'OK/END' icon, press the 'F2' function key, or type in the word 'END' and hit <ENTER> to accept this entry.

The user can also enter Line Number to make desired changes.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to cancel out.

Enter 'DELETE' followed by \*\*\* to delete an existing record.

Product#	AP-9699			INT PROD #	101033		
.Description 1		SINGLE SD SWING ARM	ALUM	0.Cash%		0.00	
2.Description 2				21.Discountable		Y	
3.Vendor#		A111		22.Taxable		Y	
1.Vendor Item#				23.Discontinued		N	
5.Purch Agent				24.Accept B/O		Y	
6.Unit Pack		1		25.Partial Ship		N	
7.Box Quantity		1		26.Inv Bypass		N	
8.Case Quantity		1		27.Stock Status		Y	
9.Stocking UM		EA QTY	1	28.Product Line			
0.Prc/Cost UM		EA QTY	1	29.Product Class		010	
1.Std Sell UM		EA QTY	1	30.Product Type		007	
2.Alt Sell UM		EA QTY	1	31.Unit Weight		15.0	
3.Purchasing UM		EA QTY	1	32.Packing Cube		0.0000	
4.Min Sell Qty		1		33.Block_Tier			
5.List Price		1000.00		34.0wning Co#		01	
6.Standard Cost		100.00		35.Substitute Ind		Y	
7.Current Cost		100.00	36.Substitute Pro	duct#	AP-9696		
B.Show Cost		1000.00					
.PO Cost		1000.00		37.Sub Price Ind		0	
				38.Inactive Flag			
ITER LINE # TO C	CHANGE, DEL	ETE TO DELETE,0 TO	ACCEPT:		XXXXXX	PAGE 1 OF 4	

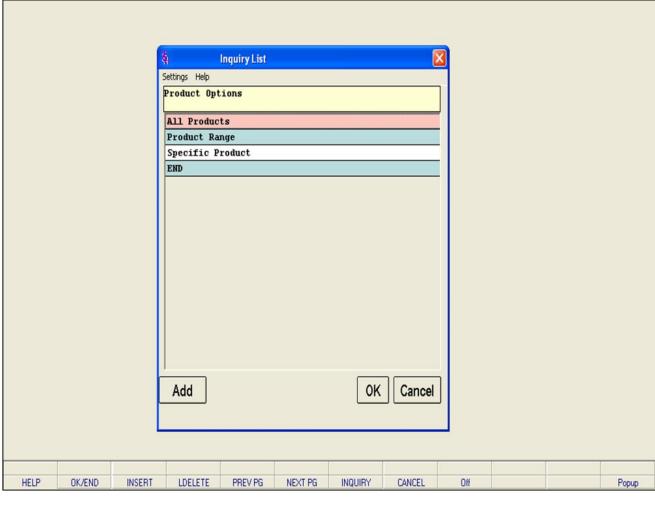
# Notes:

# **New Product Master, Detail Pricing** Maintenance

This allows you an easier option for entering the necessary information for a combination of Product Maintenance Files including the following:

Product Master File Maintenance Product Detail Maintenance Price Maintenance

Each field included in the three maintenance categories mentioned, are present from this combo menu.



# **Product Labels**

The Product Labels Menu allows you to print labels for products.

The operator has the option of selecting 'All Products', 'Product Range', 'Specific Products' or end out of report.

Notes:

Vendor N		SHER SHER AP-96	WOOD MEDIC	CAL					Print on		
Line  1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12.	Note								PO		
HELP	OK/E	ND	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off		Popup

Notes:			
·	 	 	
·	 	 	

#### Vendor Product Notes Maintenance

Enter vendor product note(s). The operator has the ability to have these notes print on purchase orders for the specified vendor and product.

**Vendor No** - Enter the vendor number for these notes. You can also click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to search for vendors.

**Product** - Enter the product or item number for this record. You can also click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to search for the product.

If this is the first vendor product note listed for this customer, you will see a prompt appear confirming this vendor/product not on file, Create it (Y/N)

**Note** - Enter a line or more of vendor/product notes. These notes will be copied to Purchase Orders that have this vendor/product combination. Purchase Order entry operators will be able to view these notes.

**PO** – Enter 'Y' to print the current line of notes on the purchase order for this vendor/product.

# ENTER LINE # TO CHANGE, DELETE TO DELETE, 0 TO ACCEPT:

Enter a Zero (0) to accept, click on the 'OK/END' icon, press the 'F2' function key, or type in the word 'END' and hit <ENTER> to accept this entry.

The user can also enter Line Number to make desired changes.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to cancel out.

Enter 'DELETE' followed by \*\*\* to delete an existing record



# Parameter File Settings associated with Vendor Product Files

# Parameter File Settings

- Are you using foreign purchasing?
- How do you wish to allocate freight and miscellaneous costs?

Notes:			
-	 	 	 

### Parameter File Settings associated with Vendor Product Files

### **143 ALL.FRT.MISC -** Domestic "US" Purchases

Allocate Freight and Miscellaneous Costs across items received in Purchase Order and NON-Purchase Order Receipts Posting

- 0 No Allocation performed
- 1 Allocate by \$ Value of receipt
- 2 Allocate by number of units received
- 3 Allocate by weight of units received
- 4 Allocate by cube of units received
- 5 Operator to input a percentage add-on and then allocate by \$ Value of receipt

### 144 ALL.COSTS.FOR - Foreign Purchases

Allocate Ocean Freight , Insurance , Duty , Brokerage and Inland Freight Costs across items received in Purchase Order and NON-Purchase Order Receipts Posting

- 0 No Allocation performed
- 1 Allocate by \$ Value of receipt
- 2 Allocate by number of units received
- 3 Allocate by weight of units received
- 4 Allocate by cube of units received
- 5 Operator to input a percentage add-on and then allocate by \$ Value of receipt

		Vend	lor Pro	duct	File M	aintenanc	е					
Product	Code	AP-9699			SINGLE SD S	WING ARM	ALUM			Ci	irrency	SPN
Vendor	Code	SHERWO			SHERWOOD	MEDICAL				Purchas	se UM	EA
1.Vendor	ltem#										Cost UM	EA
2.Purchas	sing Agent											
3.Purchas	sing UM					Stk Um			Brea	k		
4.Minimu	m Purchase O	ity			1	EA		12.Ln#	Quanti	ty	Cost	
5.Current	Cost			118.50	6.U/M	EA		1.		0		0.00
7.P0 / Fin	st Cost			50.00		-		2.		0		0.00
Allo	cated Freight	Misc			0.00		0.00	3.		0		0.00
8.Last Qu	ote Date							4.		0		0.00
9.Last Qu	ote Amount				0.00			5.		0		0.00
0.Quote \	Valid Until Dat	te						6.		0		0.00
1.Comme	ents							7.		0		0.00
ast Rept			Lead T		(	0.0		O Qty YTD			0	
			Q	uantity	Receive	ed E	By Mo	onth				
,	Jan Fe	b Mar	Арг	May	Jun	Jul	Au	ıg Se	р (	ct	Nov	Dec
ΓY	0	0 0	0	0	0	0		0	0	0	0	0
.Υ	0	0 0	0	0	0	0		0	0	0	0	0
NTER LIN	IE#TO CHAN	GE,DELETE TO	DELETE,0 TO	ACCEPT :				þ	XXXXXX		PAGE 1	OF 2
						Se	Vend					

Notes:		

#### Vendor Product File Maintenance

The Vendor Product file contains entries for each product and vendor. Vendor specific information regarding the product is stored in this record, including vendor item number, costing and foreign costing.

**Product Code** - Enter the product code. You can also click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to search for the product code.

**Vendor Code**- Enter the vendor code for this product. You can also click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to search for a vendor code.

**Vendor Item#** – Enter the vendor item number. If the product has a different number then enter it here. This vendor item number will print on the purchase order.

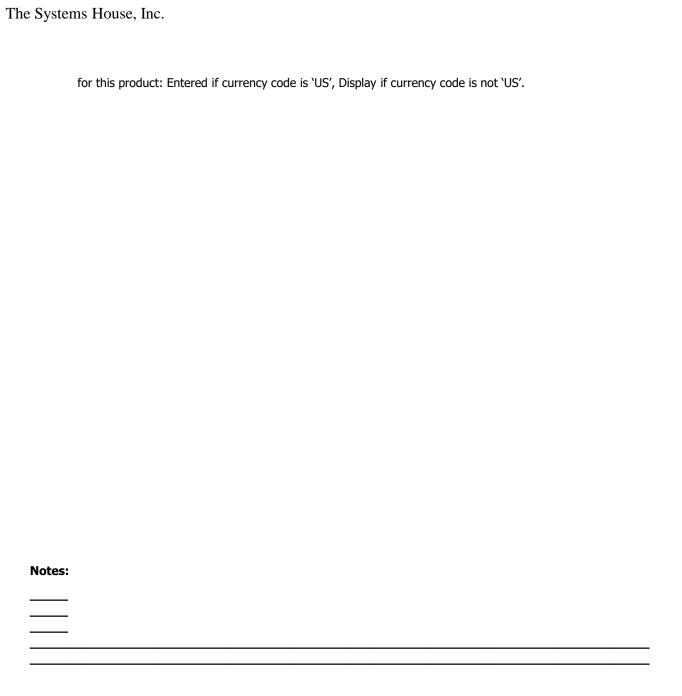
**Purchasing Agent** – Enter the name of the purchasing agent.

**Purchasing UM** – Enter the purchasing unit of measure for the product. You can also click on the 'INQUIRY' icon or press the 'F7' function key to display all available units of measure.

**Minimum Purchasing Qty** – Enter the minimum purchasing quantity for this item.

**Current Cost** - Enter the current cost.

PO/First Cost - Enter the purchase order/first cost



		Vendo	or Prod	luct	File Ma	aintenance						
Product Code	e	AP-9699			SINGLE SD S	WING ARM ALU	М			Curr	ency	SPN
Vendor Code	,	SHERWO			SHERWOOD	MEDICAL			Pui	chase	UM	EA
.Vendor Item	#									Co	st UM	EA
Purchasing A	Agent											
Purchasing U	UM					Stk Um			Break			
.Minimum Pu	irchase Oty				1	EA	12	.Ln#	Quantity		Cost	
.Current Cost				118.50	6.U/M	EA		1.		0		0.00
.PO / First Co	st			50.00				2.		0		0.00
Allocated	freight_Misc	:			0.00	0.0	00	3.		0		0.00
Last Quote D	ate							4.		0		0.00
Last Quote A	Amount				0.00			5.		0		0.00
O.Quote Valid	Until Date							6.		0		0.00
1.Comments								7.		0		0.00
ast Rcpt Dt ast PO Date	_		Lead Tir		0. Receive	.0	PO Ot	OTYTD			0	
Jan	Feb	Mar	Арг	May	Jun	Jul	Aug	Sep	Oct		lov	Dec
Υ 0	0	0	0	0	0	0	0		0 (		0	0
	0	0	0	0	0	0	0		0 (		0	0
Υ 0		FI FTF TO D	ELETE.0 TO	ACCEPT				XX	XXXXX	F	PAGE 10	)F 2
Υ 0	TO CHANGE,D	FLEIF IOD										
Υ 0	TO CHANGE,D	ELETE TO D										
Υ 0	TO CHANGE,D	ELETE TO D				Sel Ver	nd					

Notes:	
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	_

#### Vendor Product File Maintenance

**Last Quote Date** - Enter the last quote date for this product.

**Last Quote Amount** - Enter the last quote amount for this item.

**Quote Valid Until Date** - Enter the quote valid until date for this product.

**Comments** – You can enter unlimited comments regarding the product or vendor here.

**Break Quantity** – Enter a break quantity amount from 0 to 9999999.

**Cost** – Enter a price.

All other fields on this form are automatically updated through other data from within MDS.

**Foreign Cost** – Enter the foreign cost.

**Curr Rate** – Enter the exchange rate for currency.

**Duty Base** – Enter the duty base. This is the price level at which tax on imports, previously declining in price, resists any further decline.

**Duty Rate** % – Enter the duty rate percent. This is the dollar amount at which tax imports is charged.

**Net Weight -** Enter the net weight for the product.

		Vend	or Pro	duct	File Mai	ntenance				
roduct Code		AP-9699			SINGLE SD SW	ING ARM ALUM				
endor Code		SHERWO			SHERWOOD M	EDICAL				
13.Foreign C	ost			0.00	PO /	First Cost			100.00	
Curren	су		US		Oce	an Freight			0.00	
14.Curr Rate			1.0	000000						
					C <u>F</u> (	Cost			0.00	
15.Duty Base				0.00	Insu	rance			0.00	
16.Duty Rate	%		0.00	00						
17.Net Weig	nt			0.0000	CIF	Cost			0.00	
18.Duty Per	.В			0.00	Duty	1			0.00	
19.Duty Amo	unt			0.00	Brol	kerage			0.00	
					Inla	nd Frt			0.00	
20.Foreign F	rt			0.00						
21.Inland Frt				0.00	Lan	ded Cost			0.00	
22.Insurance	%		0.00	00	Sell	Price			0.00	
23.Brokerag	•			0.00	G.P	Amount			0.00	
					G.P.	. %			0.00	
24.Sell Price				0.00						
FER LINE # T(	) CHANGE,DI	ELETE TO I	DELETE,0 T	O ACCEPT :			XX	XXXX	PAGE 2	0F 2
UELD C	V JEND	INICEDI	IDELETE	DDEV DO	NEUT DO	Sel Vend	CANCEL	0"		
HELP C	K/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off		

Notes:	

#### **Vendor Product File Maintenance**

**Duty Per LB** – Enter the duty amount per pound.

**Duty Amount** – Enter the duty amount.

**Foreign Frt** – Enter the foreign freight amount.

**Inland Frt** - Enter the inland freight amount.

**Insurance %** - Enter a percentage of insurance.

**Brokerage Fee** - Enter a brokerage fee.

**Sell Price** - Enter the sell price for this product.

Remaining fields are calculated automatically.

# ENTER LINE # TO CHANGE, DELETE TO DELETE, 0 TO ACCEPT:

Enter a Zero (0) to accept, click on the 'OK/END' icon, press the 'F2' function key, or type in the word 'END' and hit <ENTER> to accept this entry.

The user can also enter Line Number to make desired changes.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to cancel out.

Enter 'DELETE' followed by \*\*\* to delete an existing record

				Foreign Co	sting Report					
Press < RET	URN> to Pro	cess Report,	Line# to Cha	nge, or ABOI	RT:			x	OXXXX	
HELP	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off		Popup

# Foreign Costing Report

The Foreign Costing Report is a report that shows all available Foreign Costing.

# Press <RETURN> to Process Report, Line# to Change, or ABORT:

Press 'RETURN', enter a Zero (0), click on the 'OK/END' icon, or press the 'F2' function key to process the report.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to delete this entry.

Notes:

			PRO	DUCT TYPE I	MAINTENANC	E				
PROD	UCT TYPE	###	·							
1. DES	с									
	ES G/L#									
	T OF GOODS Es RTN GL#	G/L#								
5. TYPE	E IMAGE									
UELD	OF IEMP	INCERT	IDELETE	pprv pc	NEVT DO	Month	CANCEL	0"		Popup
HELP	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off		Ponun

# **Product Type Maintenance**

This file contains the product type descriptions. In addition, if the General Ledger update by product type is selected (see Parameter File), this file is used to store the appropriate sales General Ledger for each product grouping.

1. DESC ROOM DEODORIZERS  2. SALES G/L# 4011-00 EQUIPMENT. COST OF SALES . SHD 3. COST OF GOODS G/L# 4011-00 EQUIPMENT. COST OF SALES . SHD 4. SALES RTN GL# 4011-00 EQUIPMENT. COST OF SALES . SHD  5. TYPE IMAGE		PRODUCT TYPE MAINTENA	NCE		
2. SALES G/L# 4011-00 EQUIPMENT- COST OF SALES - SHD 3. COST OF GOODS G/L# 4011-00 EQUIPMENT- COST OF SALES - SHD 4. SALES RTN GL# EQUIPMENT- COST OF SALES - SHD 5. TYPE IMAGE	PRODUCT TYPE 001				
3. COST OF GOODS G/L# 4011-00 EQUIPMENT- COST OF SALES - SHD 4. SALES RTN GL# 4011-00 EQUIPMENT- COST OF SALES - SHD 5. TYPE IMAGE	1. DESC	ROOM DEODORIZERS			
4. SALES RTN GL#  4011-00  EOUIPMENT- COST OF SALES - SHD  5. TYPE IMAGE					
5. TYPE IMAGE	3. COST OF GOODS G/L#	4011-00	EQUIPMENT- COST OF S	SALES - SHD	
	4. SALES RTN GL#	4011-00	EQUIPMENT- COST OF S	SALES - SHD	
ENTER LINE # TO CHANGE, DELETE, 0 TO ACCEPT:	5. TYPE IMAGE				
	ENTER LINE # TO CHANGE, DELETE TO DELET	E,0 TO ACCEPT:		XXXXXX	
HELD OVEND INCEDE LICEUTE PROVIDE MENTING INCHING OF	HELD OF THE INCENT LOCKE	TE DOEN DO NEVE D	D INDUIDY CA	NCEL 0%	Dec
HELP OK/END INSERT LDELETE PREV PG NEXT PG INQUIRY CANCEL Off Popup	HELP UK/END INSERT LDELE	TE PHEV PG NEXT PI	a INQUIRY CAN	NCEL UII	Popup

# Notes:

# **Product Type Maintenance**

**Product Type** - Enter the product type number. You can also click on the 'INQUIRY' icon or press the 'F7' function key to display all product types currently on file.

**Desc** - Enter a description for this product type. The character limit is 25.

**Sales GL#** – Enter the sales general ledger number.

**Cost of Goods GL#** – Enter the cost of goods general ledger number.

**Sales RTN GL#** – Enter the sales returns general ledger number.

All general ledger numbers must match the format for the company (01-) and is used if G/L update by product type has been selected in the Parameter file.

**Type Image** – Enter an image name (i.e. gif or jpg filename) for RemoteNet to use on your website.

# ENTER LINE # TO CHANGE, DELETE TO DELETE, 0 TO ACCEPT:

Enter a Zero (0) to accept, click on the 'OK/END' icon, press the 'F2' function key, or type in the word 'END' and hit <ENTER> to accept this entry.

The user can also enter Line Number to make desired changes.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to cancel out.

Enter 'DELETE' followed by \*\*\* to delete an existing record.

			PRODUCT O	LASS MAINT	ENANCE					
Product CI	ass	017								
1.Descriptio 2.Advertisin 3.Template 4.Product Ty 5.Gross Prof 6.Gross Prof 7.Class Imag 8.Account N 9.Account N	g Image ID ype fit Min% fit Max% ge		MEDICAL SUF	PPLIES						
ENTER LINE	# TO CHANG	E,DELETE TO	DELETE,0 TO	ACCEPT :			XX	XXXX		
HELP	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off		Popup

Notes:		
		_

#### **Product Class Maintenance**

This file contains the product class descriptions. In addition, gross profit minimum and maximum can be stored for use.

**Product Class** - Enter the product class. You can also click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to search for a product class.

**Description** - Enter the description for this product class.

**Advertising Image** - Enter an image name (i.e. gif or jpg filename) for RemoteNet to use on your website when a product for this class appears on the webpage.

**Template ID** – Enter a template ID name for RemoteNet to use for custom template ordering. This template will be used to order products when the user clicks on the advertising image on the webpage.

**Product Type** – Enter the product type that you wish to associate with this product class. This association is used when browsing your product catalog on the website. You can also click on the 'INQUIRY' icon or press the 'F7' function key to search for a product type.

**Gross Profit Min%** - Enter the gross profit minimum percent. The minimum gross profit calculations uses the minimum gross profit percent from one of three places. In descending order they are: Product Master, Product Class and Parameter Record

**Gross Profit Max%** – Enter the gross profit maximum percent. The gross profit calculations uses the value form this field, if present, to determine if the order line should go on price hold for excessive gross profit. If there is no value in this field then the value from the Parameter record is used.

		PRODUCT C	LASS MAINTI	ENANCE					
Product Class	017								
1.Description 2.Advertising Image 3.Template ID 4.Product Type 5.Gross Profit Min% 6.Gross Profit Max% 7.Class Image 8.Account Number 1 9.Account Number 2		MEDICAL SUP	PLIES						
ENTER LINE # TO CHANGE,	ELETE TO	DELETE,0 TO	ACCEPT :			X	OOXXX		
HELP OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off		Popup
Notes:									

# Notes:

#### Product Class Maintenance

**Class Image** – Enter an image name (i.e. gif or jpg filename) in the for RemoteNet to use on your website when this product class appears on the webpage.

**Account Number 1** – Enter the account number one to sort the Invoice by account number one and subtotal. The option in customer maintenance for sort invoice by account one must be chosen in order for this to be used.

**Account Number 2** – Enter the account number two in order to sort the invoice by account number two and the subtotal. The option in customer maintenance for sort invoice by account two must be chosen in order for this to be used.

# ENTER LINE # TO CHANGE, DELETE TO DELETE, 0 TO ACCEPT:

Enter a Zero (0) to accept, click on the 'OK/END' icon, press the 'F2' function key, or type in the word 'END' and hit <ENTER> to accept this entry.

The user can also enter Line Number to make desired changes.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to cancel out.

Enter 'DELETE' followed by \*\*\* to delete an existing record.

	PI	RODUCT CA	TEGORY MAIN	TENANCE					
PRODUCT CATEGO	RY 26	614							
1.DESCRIPTION	X	xxxxxxxx	OXXXXXXXXXX	XXX					
2.PRODUCT CLASS									
3.CATEGORY IMAGE									
HELP OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off		Popup

# Notes:

# **Product Category Maintenance**

This file contains the product category descriptions. In addition, product class can be associated to a product category.

**Product Category** - Enter the product category. You can also click on the 'INQUIRY' icon or press the 'F7' function key where you will be prompted to Enter string or hit <CR> Enter (Carriage Return).

**Description** - Enter the description for this category. The character limit is 25.

**Product Class** – Enter the product class that you wish to associate with this product category. This association is used when browsing your product catalog on the website.

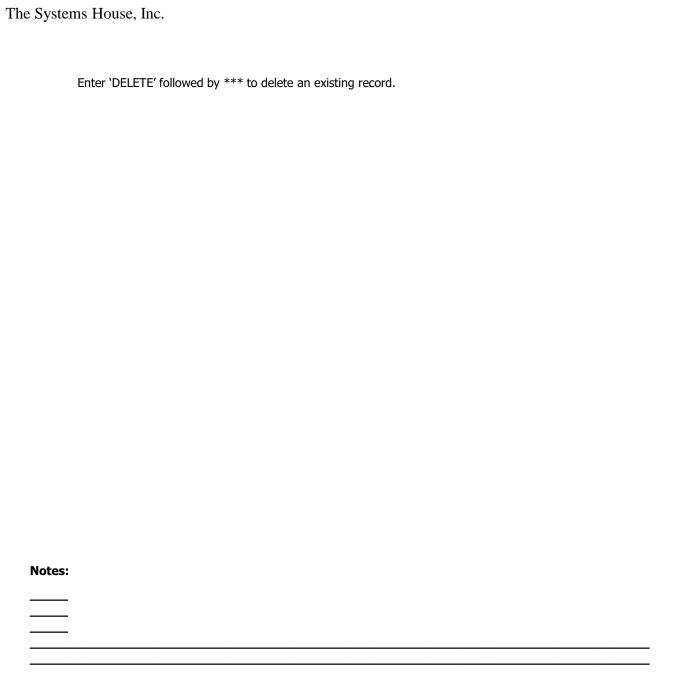
**Category Image** – Enter an image name (i.e. gif or jpg filename) for RemoteNet to use on your website when this product category appears on the webpage.

# ENTER LINE # TO CHANGE, DELETE TO DELETE, 0 TO ACCEPT:

Enter a Zero (0) to accept, click on the 'OK/END' icon, press the 'F2' function key, or type in the word 'END' and hit <ENTER> to accept this entry.

The user can also enter Line Number to make desired changes.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to cancel out.



		PRODUC	T SUBCATEGO	DRY MAINTEN	ANCE				
PRODUCT	SUBCATEGORY	0003							
1.DESCRIPT	ION	Transpar	ent						
2.PRODUCT	CATEGORY	0008	Dressings						
3.SUBCATE	GORY IMAGE								
ENTER LINE	# TO CHANGE,DELE	TE TO DELETE,0	TO ACCEPT:			<b>2</b>	XXXX		
HELP	OK/END INSE	RT LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off		Popup
TICE	ON END INCE	TO LOCALE	THETTO	HENTIG	ingoini	CAROLL	Oil		Горор

# Notes:

# **Product Subcategory Maintenance**

This file contains the product subcategory descriptions. In addition, product category can be associated to a product subcategory.

**Product Subcategory** - Enter the product subcategory. You can also click on the 'INQUIRY' icon or press the 'F7' function key where you will be prompted to Enter string or Enter (Carriage Return).

**Description** - Enter the description for this subcategory. The character limit is 25.

**Product Category** – Enter the product category that you wish to associate with this product subcategory. This association is used when browsing your product catalog on the website.

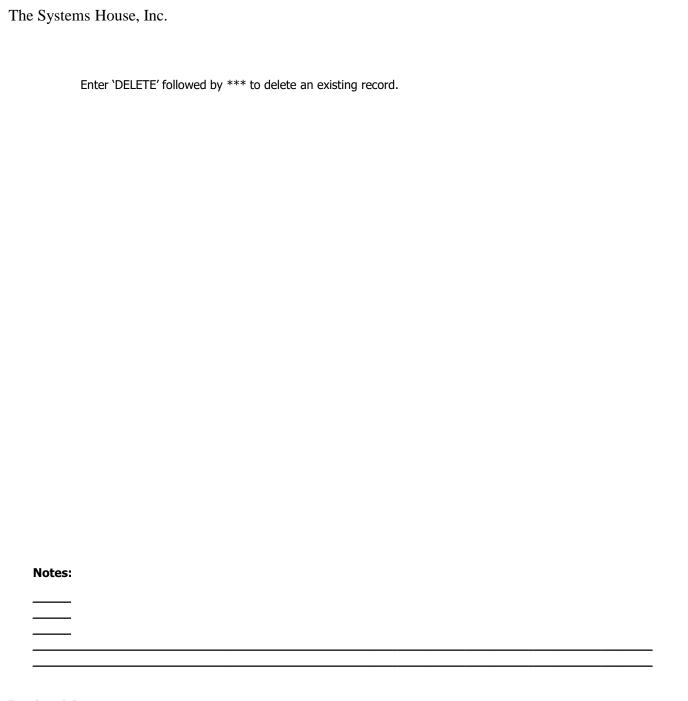
**Subcategory Image** - Enter an image name (i.e. gif or jpg filename) for RemoteNet to use on your website when this product category appears on the webpage.

# ENTER LINE # TO CHANGE, DELETE TO DELETE, 0 TO ACCEPT:

Enter a Zero (0) to accept, click on the 'OK/END' icon, press the 'F2' function key, or type in the word 'END' and hit <ENTER> to accept this entry.

The user can also enter Line Number to make desired changes.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to cancel out.



Notes:

Customer	ABC	ABC C	USTOMER					Pricing	U/M
Product	AP-9699			SINGLE SD	SWING ARM AL	LUM			
1.Begin Date									
2.End Date				1	3.Line	Qty	Pric	e Disc9	6 Comm%
3.Price									
4.0ld Price									
5.Cost									
6.Change Dat	e								
7.Last Sale									
8.New Eff Date	е								
9.New Eff End	Dt								
10.New Price									
11.Customer It	em#								
12.Commissio	1%								
Pricing by UM	(Enter *	for UM to Appl	y Price to ALL	)					
14.LN# U	M +/- Percent	+/- Amou	nt Me	ethod					
100193*101033	not on file, Create it	(Y/N)							
HELP	OK/END INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off		Po
HELF	OKIEND INSERT	LUCLETE	rnevru	NEALL	INQUINT	CANCEL	UII		PO

# **Special File Price Maintenance (PRICE.1)**

The Price.1 file is intended to serve the needs of customers whose pricing policies require the ability to specify a specific price to a specific customer. This would be the case where a specific price has to be guaranteed on a contract basis.

This file may be established on a customer by customer basis, or on a contract basis. Using the contract method, the system allows several customer to share the same set contract prices, as might be the case for an association or governmental agency. The contract number would be stored in the customer master file.

Customer	001	WHSE 1					Pricing U/M	EA
Product	AP-9699		SINGLE	SD SWING ARM ALU	UM			
1.Begin Date		XXXXXXX						
2.End Date				13.Line	Qty	Price	Disc%	Comm%
3.Price				1.			0.00	0.00
4.0ld Price				2.			0.00	0.00
5.Cost		100.00		3.			0.00	0.00
6.Change Date				4.			0.00	0.00
7.Last Sale				5.			0.00	0.00
8.New Eff Date				6.			0.00	0.00
9.New Eff End Dt				7.			0.00	0.00
10.New Price				8.			0.00	0.00
11.Customer Item	#			9.			0.00	0.00
12.Commission%		0.00		10.			0.00	0.00
Pricing by UM  14.LN# UM	(Enter * )	for UM to Apply +/- Amount	Price to ALL)  Method					
1.	0	.00						
2.	0	.00						
3.	0	.00						

Notes:		

#### Special File Price Maintenance (PRICE.1)

**Customer** - At the customer number prompt you can enter the customer number, enter the beginning customer number to initiate the lookup routine, click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to search for the customer.

**Product** - Enter the product number. You can also click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to search for the product.

You can also click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to search for a product or customer.

**Begin Date** - Enter the date you want the special pricing for this customer to begin.

**End Date** – Enter the date you want the special pricing for this customer to end.

**Price -** Enter the price the product will be sold for.

The following fields cannot be updated manually from this menu, they are display fields:

Old Price

Cost

Change Date

Last Sale

**New Eff Date** – The new effective date. This is used to set up pricing for future dates. You have the capability here to set up new contract pricing for future dates if they are known.

**New Eff End Date** – Enter the new effective end date. This field is used to enter the date at which the new price is no longer effective.

**New Price** - Enter the new price or the new contract price which will take effect on the new contract date.

1.Begin Date 2.End Date 3.Price 4.Old Price 5.Cost 6.Change Date 7.Last Sale	AP-9699 XX	100.00	,,,	3.Line	UM Qty	Price	Disc%	Comm%
3.Price 4.Old Price 5.Cost 6.Change Date 7.Last Sale	XX		1	1.	Oty	Price	1	
2.End Date 3.Price 4.Old Price 5.Cost 6.Change Date 7.Last Sale		100.00	1	1.	Qty	Price	1	
4.Old Price 5.Cost 6.Change Date 7.Last Sale		100.00					0.00	
5.Cost 6.Change Date 7.Last Sale		100.00					0.00	0.00
6.Change Date 7.Last Sale		100.00		2.			0.00	0.00
7.Last Sale				3.			0.00	0.00
				4.			0.00	0.00
				5.			0.00	0.00
8.New Eff Date				6.			0.00	0.00
9.New Eff End Dt				7.			0.00	0.00
10.New Price				8.			0.00	0.00
11.Customer Item#				9.			0.00	0.00
12.Commission%		0.00		10.			0.00	0.00
1.	+/- Percent 0.00		Method					
2.	0.00							
3.	0.00	,						
HELP OK/E	END INSERT	LDELETE PREV P	G NEXT PG	INQUIRY	CANCEL	Off		Popu

Notes:		

### Special File Price Maintenance (PRICE.1)

**Customer Item#** – Enter the customer item number for this product.

**Commission%** – Enter the commission percent for this product (Non quantity break) %.

**Qty** – Enter a quantity break from 0 to 9999999.

**Price** – Enter the price for this product.

**Disc%** - enter the discount percent for this product.

**Comm%** - Enter the commission percent for this product.

**UM** - Enter a '\*' for unit of measure to apply price to ALL or enter a valid unit of measure.

- +/- Percent Enter the plus/minus percent. This field allows you to enter the percent added/subtracted from cost when determining a price. A negative number must be preceded with a '-' (minus) sign. Do not use a '+' (plus) sign for positive numbers.
- +/- Amount Enter the plus/minus amount. This field allows you to enter the dollar amount to add/subtract from cost when determining a price. A negative amount must be preceded with a `-' (minus) sign. Do not use a `+' (plus) sign for positive numbers.

Customer	001	WHSE 1						Pricing U/M	EA
Product	AP-9699			SINGLE SD S	WING ARM AL	.UM			
1.Begin Date		XXXXXXX							
2.End Date				13	.Line	Qty	Price	Disc%	Comm%
3.Price					1.			0.00	0.00
4.0ld Price					2.			0.00	0.00
5.Cost		100.00			3.			0.00	0.00
6.Change Date					4.			0.00	0.00
7.Last Sale					5.			0.00	0.00
8.New Eff Date					6.			0.00	0.00
9.New Eff End Dt					7.			0.00	0.00
10.New Price					8.			0.00	0.00
11.Customer Item	¥				9.			0.00	0.00
12.Commission%		0.00			10.			0.00	0.00
Pricing by UM 14.LN# UM	(Enter *	for UM to Apply		thod					
1.		0.00							
2.		0.00							
3.	0	0.00							
HELP OK	END INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off		Popu

Notes:			

### Special File Price Maintenance (PRICE.1)

**Method** – Enter the method. The three possible methods you can apply to the method field are C, D or G:

C and G use the cost in determining price.

D uses the List Price to determine actual price.

- C Cost plus dollar amount entered
- D Discount percent of List Price
- G Gross Margin; Cost plus gross margin percent

# ENTER LINE # TO CHANGE, DELETE TO DELETE, 0 TO ACCEPT:

Enter a Zero (0) to accept, click on the 'OK/END' icon, press the 'F2' function key, or type in the word 'END' and hit <ENTER> to accept this entry.

The user can also enter Line Number to make desired changes.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to cancel out.

Enter 'DELETE' followed by \*\*\* to delete an existing record.

			TAX MATE	RIX MAINTEN	ANCE					
PROD	CLASS	001		M DEODORIZER						
TAX J		1	6000							
1.DESC					_					
HELP	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off		Popup
HELI	UNZERD	INJEHY	LUCLLIC	THEFT	MENTIN	INQUITE	CANCLE	Oil		Торир

# Notes:

#### Tax Matrix Maintenance

The Tax Matrix file is used to accommodate products which are taxable in some, but not all taxing jurisdictions.

The existence of a record in this file means that the product is not taxable in that jurisdiction.

**Prod Class** – Enter the product class for this product. You can also click on the 'INQUIRY' icon or press the 'F7' function key which displays a dropdown box from which you can select a product class.

**Tax Juris** – Enter the tax jurisdiction for this product. You can also click on the 'INQUIRY' icon or press the 'F7' function key to display all tax jurisdictions on file.

**Description** – Enter the description for this Tax Matrix record.

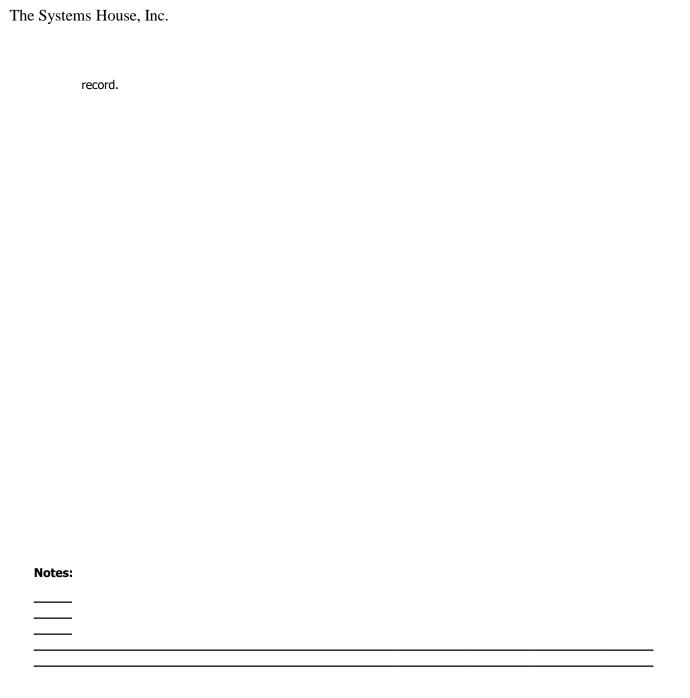
# ENTER LINE # TO CHANGE, DELETE TO DELETE, 0 TO ACCEPT:

Enter a Zero (0) to accept, click on the 'OK/END' icon, press the 'F2' function key, or type in the word 'END' and hit <ENTER> to accept this entry.

The user can also enter Line Number to make desired changes.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to cancel out.

Enter 'DELETE' followed by \*\*\* to delete an existing



CODE	10		INVEN	TORY REASO	N CODE MAIN	NTENANCE				
1.DESC	WRONG M	DSE								
2.ADJ G/L#	14	00-00								
ENTER LINE	# TO CHANG	GE,DELETE TO	DELETE,0 T	O ACCEPT:			<b>⊠</b> ×	XXXX		
HELP	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off		Popup
Notes	:									

# **Inventory Reason Code Maintenance**

This file contains a list of valid inventory adjustment reason codes. The credit memo program will use this file during returns entry.

**Code** – Enter the code for this product. You can also click on the 'INQUIRY' icon or press the 'F7' function key which displays a drop-down box from which you can select a code.

**Desc** – Enter a description for this inventory reason code.

**ADJ G/L#** – Enter the adjustments general ledger number.

# ENTER LINE # TO CHANGE, DELETE TO DELETE, 0 TO ACCEPT:

Enter a Zero (0) to accept, click on the 'OK/END' icon, press the 'F2' function key, or type in the word 'END' and hit <ENTER> to accept this entry.

The user can also enter Line Number to make desired changes.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to cancel out.

Enter 'DELETE' followed by \*\*\* to delete an existing record.

HELP 0	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off		Popup

Notes:			

#### Unit of Measure Maintenance

This file is used to equate the unit of measure description with the actual count (i.e. DZ-12, GR-144 etc).

**Unit of Measure** – Enter the unit of measure for this product. You can also click on the 'INQUIRY' icon or press the 'F7' function key which displays a drop-down box from which you can select a unit of measure.

**Quantity** – Enter the quantity for this product. The quantity entered should match the unit of measure code entered. i.e DZ = 12 (QTY). This unit of measure will be used in the Product Master file.

**Description** – Enter the appropriate description for this unit of measure. i.e EA = Each, CS = Cases

**ANSI Standard** – Enter the ANSI standard unit of measure. You can also click on the 'INQUIRY' icon or press the 'F7' function key which displays a dropdown box from which you can select an ANSI code.

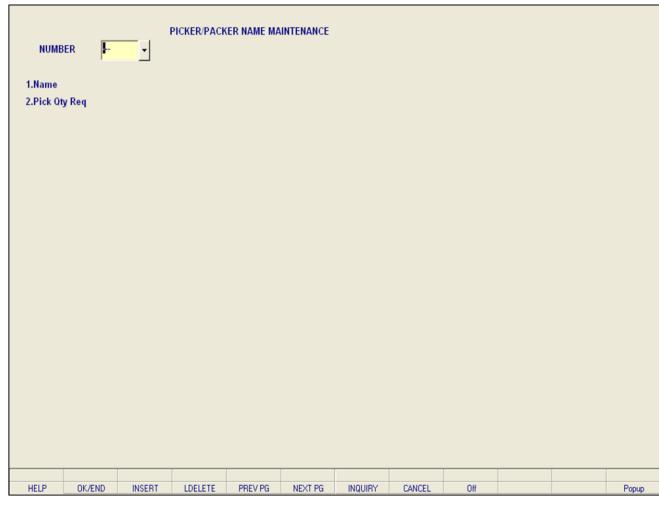
# ENTER LINE # TO CHANGE, DELETE TO DELETE, 0 TO ACCEPT:

Enter a Zero (0) to accept, click on the 'OK/END' icon, press the 'F2' function key, or type in the word 'END' and hit <ENTER> to accept this entry.

The user can also enter Line Number to make desired changes.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to cancel out.

Enter 'DELETE' followed by \*\*\* to delete an existing record.



Notes:			

#### Picker/Packer Maintenance

The pick file contains the number of order and lines, picked and packed in the warehouse. This program is used to input the picker and packer name. It forms the basis of the warehouse productivity statistics report.

**Number** – Enter the number for a Picker or Packer. You can also click on the 'INQUIRY' icon or press the 'F7' function key to display all numbers currently available.

**Name** – Enter the name of the Picker or Packer. The maximum character amount is 20.

**Pick Qty Req** - Enter a 'Y' in the pick quantity required to force this picker to manually enter pick quantities on the handheld during wireless picking. Enter 'N' if this picker can scan in a product number or location to pick the entire quantity for a line. Allowable Entries are Y or N.

# ENTER LINE # TO CHANGE, DELETE TO DELETE, 0 TO ACCEPT:

Enter a Zero (0) to accept, click on the 'OK/END' icon, press the 'F2' function key, or type in the word 'END' and hit <ENTER> to accept this entry.

The user can also enter Line Number to make desired changes.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to cancel out.

Enter 'DELETE' followed by \*\*\* to delete an existing record.

	LOCATIO	N	MASTE	R FILI	<b>.</b>						
	Warehou Location	se				<u>.</u>					
	1.Physical										
	2.Environn	nent C	Code								
	3.Type										
	4.Size						Note	: Environmen	nt and Type c	annot	
	5.Limit							be cha	anged if this L	ocation.	
	6.Levels							is not	empty.		
	7.Bulk Pick	k									
	8.Multiple	Produ	ıcts								
	9.Products									OnHand	
HELP	OK/END	IN	SERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off		Popup

Notes:			

#### **Location Master Maintenance**

This procedure contains a single entry for each location in each warehouse.

**Warehouse** – Enter the warehouse. You can also click on the 'INQUIRY' icon or press the 'F7' function key to display all warehouses currently available.

**Location** – Enter the location number or you can also click on the 'INQUIRY' icon or press the 'F7' function key which displays a drop-down box from which you can select a location.

**Physical Location** – Enter the physical location description.

**Environment Code** – Enter the environment code for this location or you can also click on the 'INQUIRY' icon or press the 'F7' function key to display all environment codes already listed.

**Type** – Enter the type of location. Allowable Entries are P, B, and O.

Enter P for Primary Pick Location
Enter B for Backup or Secondary Location
Enter O for Overflow

You can also click on the 'INQUIRY' icon or press the 'F7' function key to display all allowable codes.

**Size** - Enter the size of this location.

**Limit** - Enter the limit (numerical amount) for this location.

<i>sysic</i>	ems House, Inc.				
	<b>Levels -</b> Enter the	he numerical levels	s for this location		
lotes:	<b>:</b>				
	•			 	 

	Warehouse Location	1		001 A-888	CLIFTON					
	1.Physical Le			E.SIDE 01 STD	WAREHOUSE					
	3.Type 4.Size 5.Limit				0	Note:		nged if this		
	6.Levels 7.Bulk Pick 8.Multiple Pi	oducts		Y	0		is not e	mpty.		
	9.Products								OnHand	
TER LINE	# TO CHANGE	DELETE TO	DELETE,0 TO	ACCEPT :			XXX	OXXX		

# Notes:

#### **Location Master Maintenance**

**Bulk Pick** – Enter Y if this is a bulk pick location or N if it is a Piece Pick Location. You can also click on the 'INQUIRY' icon or press the 'F7' function key select the Yes or No options.

**Multiple Products** – Enter Y or N for Multiple Products in this location.

**Products** - Displays products assigned to this specific location

**OnHand** – Displays the amount of products on hand.

## ENTER LINE # TO CHANGE, DELETE TO DELETE, 0 TO ACCEPT:

Enter a Zero (0) to accept, click on the 'OK/END' icon, press the 'F2' function key, or type in the word 'END' and hit <ENTER> to accept this entry.

The user can also enter Line Number to make desired changes.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to cancel out.

Enter 'DELETE' followed by \*\*\* to delete an existing record.

GROUP/	STYLE MASTER	MAINTENANG	Œ							
Group N	umber	100								
					XXXXXXXXXX	XXXXXXXXX				
2.Indivi	dual Pricing Flag	I								
3.	Product Numbe	r		Descri	ption					
1.	ARWKSU-E			STICK	UP DEOD EVER	GREEN				
2.	ARWKSU-HD			HVYDU	JTY STICK UP					
3.	ARWKSU-RE			REFRIG	STICK UP 2 PH	<b>(</b>				
4.										
5.										
6.										
7.										
8.										
9.										
10.										
11.										
HELP	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off		Popup
HELF	UNZEND	INSERT	LUELETE	FREVEG	NEATEG	INQUINT	CANCEL	Oll		Горир

# Notes:

#### **Group Master Maintenance**

**Group Number** – Enter the group number or you can also click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to select from a list of available group numbers.

**Group Description** – Enter the description for this group.

**Individual Pricing Flag** – Enter the individual pricing flag. If this flag is set to a Y then Quantity Break Pricing is by individual product price. If this flag is set to an N then Quantity Break Pricing is by Group. The pricing will be based off the first item setup in Group Master Maintenance.

**Product Number** – Enter the product number or Numbers associated with this group. You can also click on the 'INQUIRY' icon or press the 'F7' function key which opens up the pop-up inquiry box to search for the product.

## ENTER LINE # TO CHANGE, DELETE TO DELETE, 0 TO ACCEPT:

Enter a Zero (0) to accept, click on the 'OK/END' icon, press the 'F2' function key, or type in the word 'END' and hit <ENTER> to accept this entry.

The user can also enter Line Number to make desired changes.  $\,$ 

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to cancel out.

Enter 'DELETE' followed by \*\*\* to delete an existing record.

Warra	inty M	aintenance								
Produ	ct#	AP	-9699			SINGLE	SD SWING AR	M ALUM		
	Number	<u>}.</u>			<b>-</b>					
	e/Line#									
1.Custo	mer									
	ce Number									
	ce Date									
4.End U										
5.State										
6.Quan										
7.Statu										
	anty Period									
HELP	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off		Popup

Notes:			

#### **Warranty Maintenance**

This file is used to store and maintain warranty information for specific products for specific customers. The information maintained here will identify the product, its warranty period, and its status (active or inactive).

**Product**# – Enter the product number. You can also click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to search for the product.

**Serial Number** – Enter the serial number for this product.

**Invoice/Line#** – Enter the invoice/line number for this product.

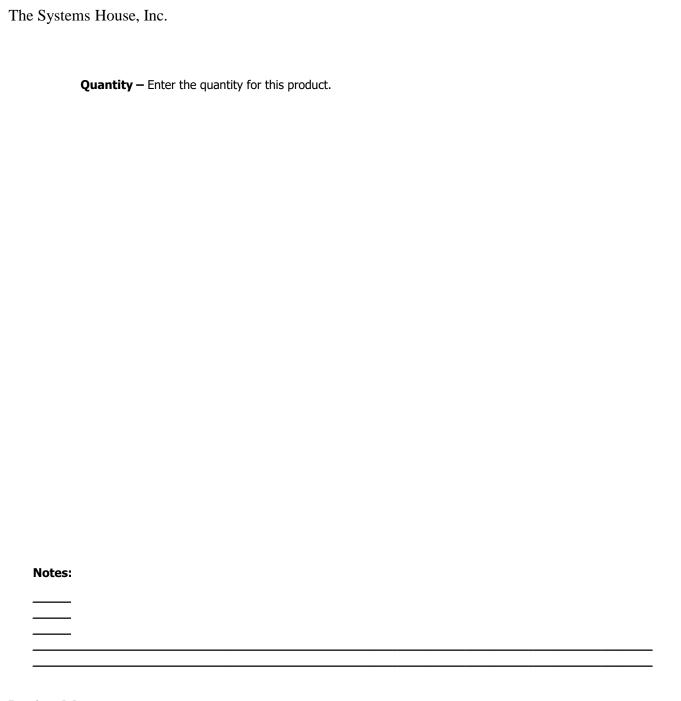
**Customer** – At the customer number prompt you can enter the customer number, enter the beginning customer number to initiate the lookup routine, click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to search for the customer.

**Invoice Number –** Enter the invoice number for this product.

**Invoice Date** – Enter the invoice date for this product.

**End User** – Enter the end user for this product.

**State** – Enter a state. You can also click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to search for the state.



Warranty Mai	ntenance							
Product#	AP-9699			SINGLE	SD SWING AR	M ALUM		
Serial Number	<b>}</b>		-					
Invoice/Line#			_					
1.Customer								
2.Invoice Number								
3.Invoice Date								
4.End User								
5.State								
6.Quantity								
7.Status Code								
8.Warranty Period								
ELP OK/END	INSERT LDELE	TE PREV PG	NEXT PG	INQUIRY	CANCEL	Off		F

Notes:		

### **Warranty Maintenance**

**Status Code -** Enter a status code.

**Warranty Period -** Enter the warranty period.

## ENTER LINE # TO CHANGE, DELETE TO DELETE, 0 TO ACCEPT:

Enter a Zero (0) to accept, click on the 'OK/END' icon, press the 'F2' function key, or type in the word 'END' and hit <ENTER> to accept this entry.

The user can also enter Line Number to make desired changes.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to cancel out.

Enter 'DELETE' followed by \*\*\* to delete an existing record.

	ENVIRONMENT	FILE MAINTEI	NANCE		
ENVIRONMENT CODE:	01				
1.DESCRIPTION :	STD WAREHOUSE				
ENTER LINE # TO CHANGE, DELETE TO D	ELETE,0 TO ACCEPT:		<b>∑</b> XXXXX		
HELP OK/END INSERT	LDELETE PREV PG NE	EXT PG INQUIRY	CANCEL Off	Spani	t Capture Preview
Notos				- I)rioqi	Coprole Fleview

# Notes:

#### **Environment File Maintenance**

This procedure allows the user to create codes for environmental conditions.

**Environment Code** – Enter the environment code or you can also click on the 'INQUIRY' icon or press the 'F7' function key to select from the environment codes available.

**Description** – Enter a description for this environment code.

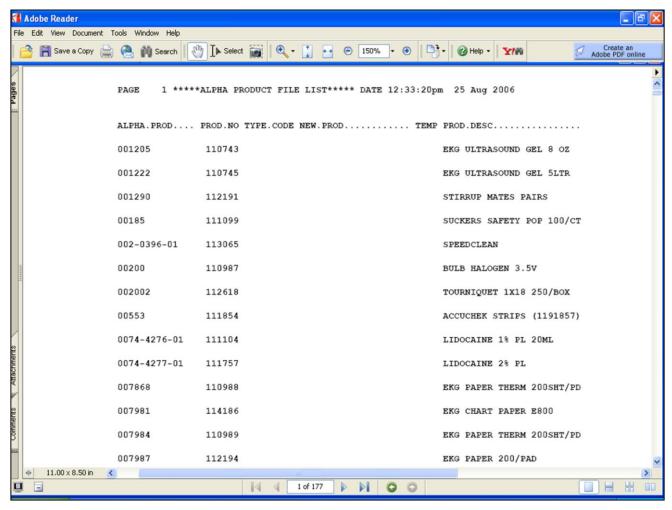
## ENTER LINE # TO CHANGE, DELETE TO DELETE, 0 TO ACCEPT:

Enter a Zero (0) to accept, click on the 'OK/END' icon, press the 'F2' function key, or type in the word 'END' and hit <ENTER> to accept this entry.

The user can also enter Line Number to make desired changes.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to cancel out.

Enter 'DELETE' followed by \*\*\* to delete an existing record.



## Notes:

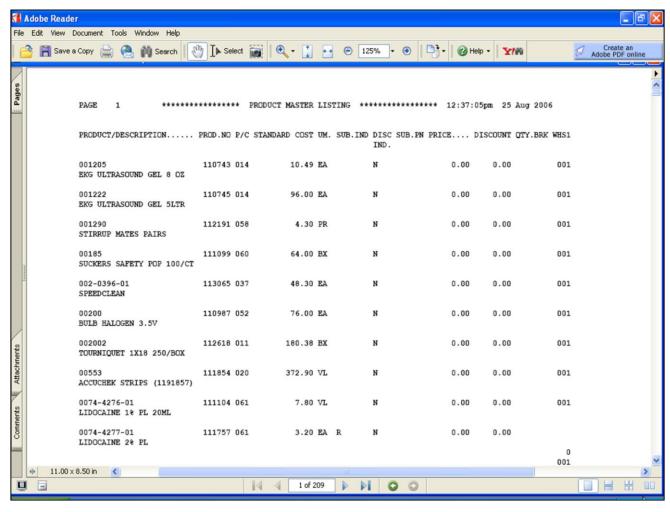
#### Alpha Product Listing

This listing displays all alpha product numbers, along with the internal product number, and product description.

### Press <RETURN> to Process Report, Line# to Change, or ABORT:

Press 'RETURN', enter a Zero (0), click on the 'OK/END' icon, or press the 'F2' function key to process the report.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to delete this entry.



## Notes:

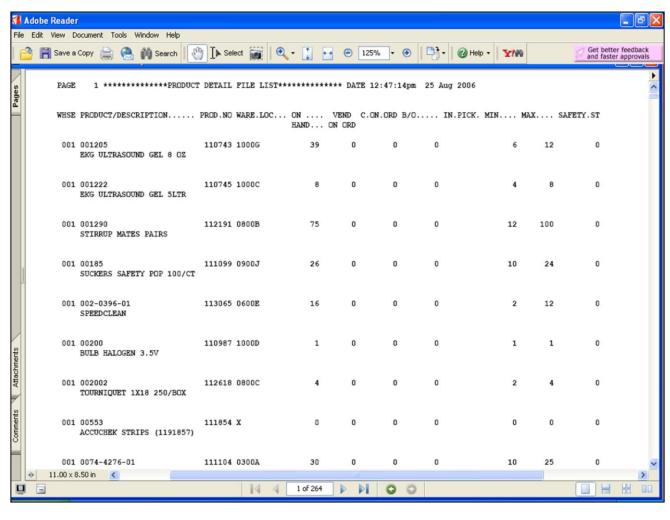
#### Product Master Listing

This listing prints by product number and description, and displays the internal product number, product class, standard cost, substitute indicator, discontinued indicator, substitute product number, price discount, quantity break, and warehouse.

## Press <RETURN> to Process Report, Line# to Change, or ABORT:

Press 'RETURN', enter a Zero (0), click on the 'OK/END' icon, or press the 'F2' function key to process the report.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to delete this entry.



# Notes:

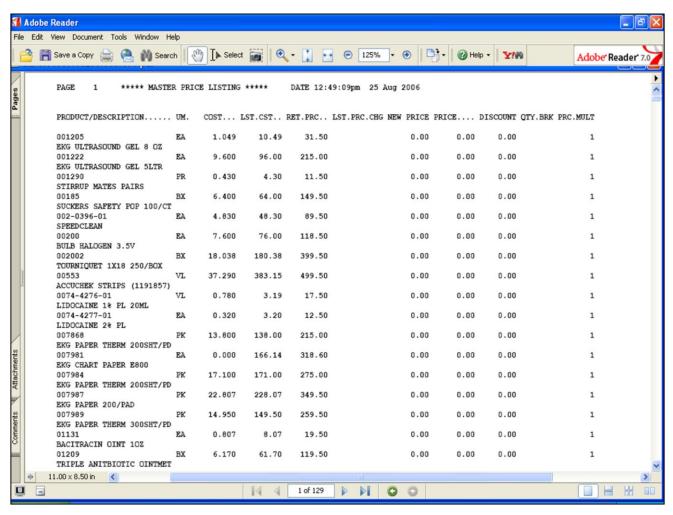
#### Product Detail Listing

This listing prints warehouse number, product number, product description, and internal product number. Also displayed will be the warehouse location, product on hand, currently on order, backorder, in pick minimum and maximum, along with safety stock amounts.

## Press <RETURN> to Process Report, Line# to Change, or ABORT:

Press 'RETURN', enter a Zero (0), click on the 'OK/END' icon, or press the 'F2' function key to process the report.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to delete this entry.



## Notes:

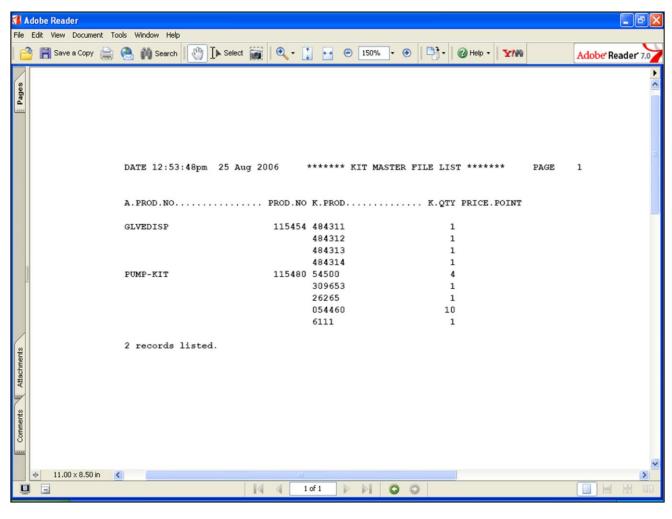
#### Master Price Listing

This listing prints product number, product description, unit of measure and cost. Also displayed is the last cost, return price, last price change, new price, price discount, quantity break and price multiple.

## Press <RETURN> to Process Report, Line# to Change, or ABORT:

Press 'RETURN', enter a Zero (0), click on the 'OK/END' icon, or press the 'F2' function key to process the report.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to delete this entry.



Notes:			

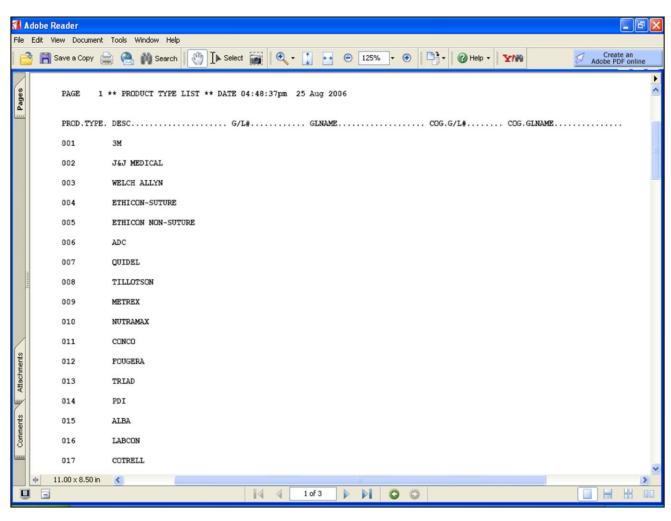
#### Kit Master Listing

This listing prints the product number along with internal product number, kit product number, kit quantity and price point.

## Press <RETURN> to Process Report, Line# to Change, or ABORT:

Press 'RETURN', enter a Zero (0), click on the 'OK/END' icon, or press the 'F2' function key to process the report.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to delete this entry.



## Notes:

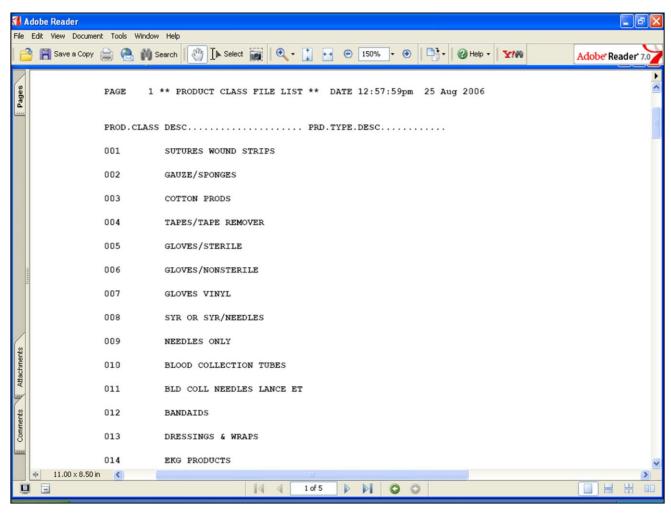
### Product Type Listing

This listing prints the product type, followed by the description, general ledger number, general ledger name, cog general ledger number and cog general ledger name.

## Press <RETURN> to Process Report, Line# to Change, or ABORT:

Press 'RETURN', enter a Zero (0), click on the 'OK/END' icon, or press the 'F2' function key to process the report.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to delete this entry.



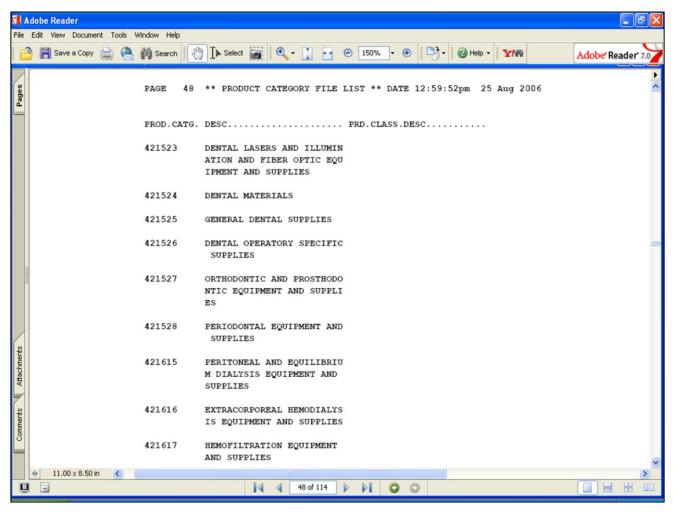

#### Product Class Listing

This listing prints the product class, description, and product type description.

## Press <RETURN> to Process Report, Line# to Change, or ABORT:

Press 'RETURN', enter a Zero (0), click on the 'OK/END' icon, or press the 'F2' function key to process the report.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to delete this entry.



# Notes:

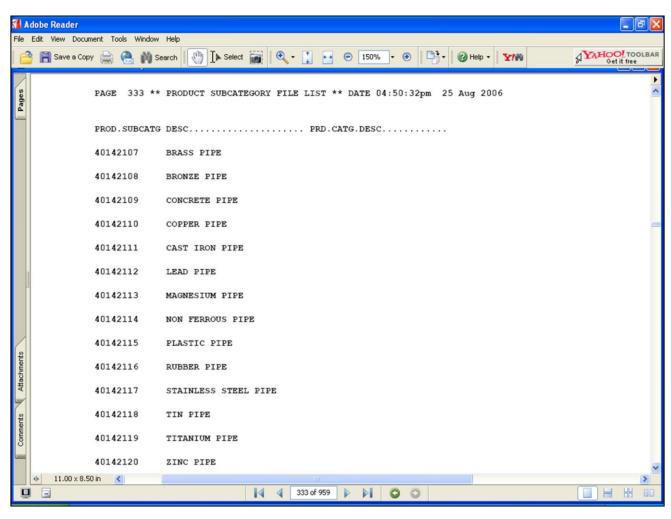
#### Product Category Listing

This listing prints the product category, description, and product class description.

## Press <RETURN> to Process Report, Line# to Change, or ABORT:

Press 'RETURN', enter a Zero (0), click on the 'OK/END' icon, or press the 'F2' function key to process the report.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to delete this entry.



## Notes:

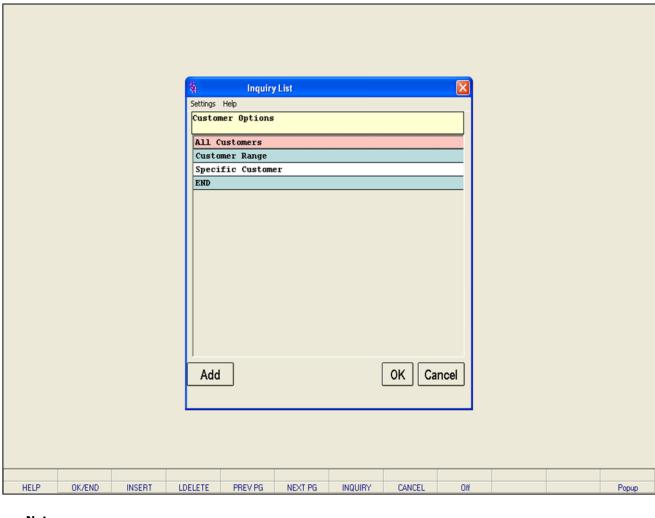
#### Product Subcategory Listing

This listing prints the product subcategory, description, and product category description.

### Press <RETURN> to Process Report, Line# to Change, or ABORT:

Press 'RETURN', enter a Zero (0), click on the 'OK/END' icon, or press the 'F2' function key to process the report.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to delete this entry.



### Special Price (PRICE.1) Listing

### **Customer Options:**

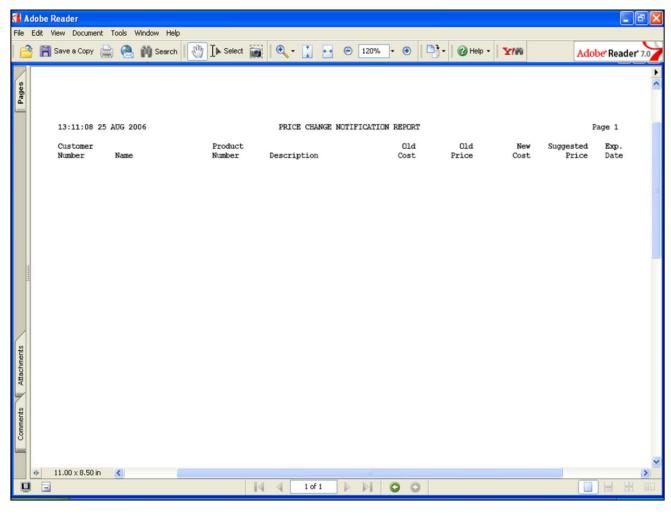
At this prompt the operator has the option of selecting 'All Customers', 'Customer Range' or 'Specific Customer'.

## Press <RETURN> to Process Report, Line# to Change, or ABORT:

Press 'RETURN', enter a Zero (0), click on the 'OK/END' icon, or press the 'F2' function key to process the report.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to delete this entry.

Notes:			



Notes:			

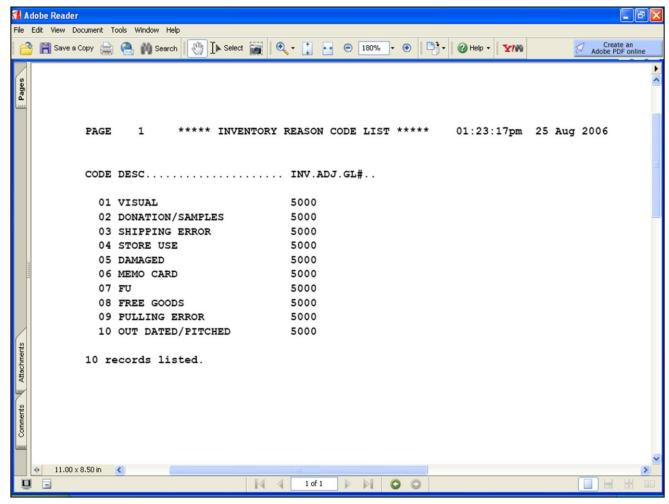
### **Price Change Notification Listing**

This listing prints the customer number, name, product number and description. It also displays the old cost, old price, new cost, suggested price, and expiration date.

## Press <RETURN> to Process Report, Line# to Change, or ABORT:

Press 'RETURN', enter a Zero (0), click on the 'OK/END' icon, or press the 'F2' function key to process the report.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to delete this entry.



# Notes:

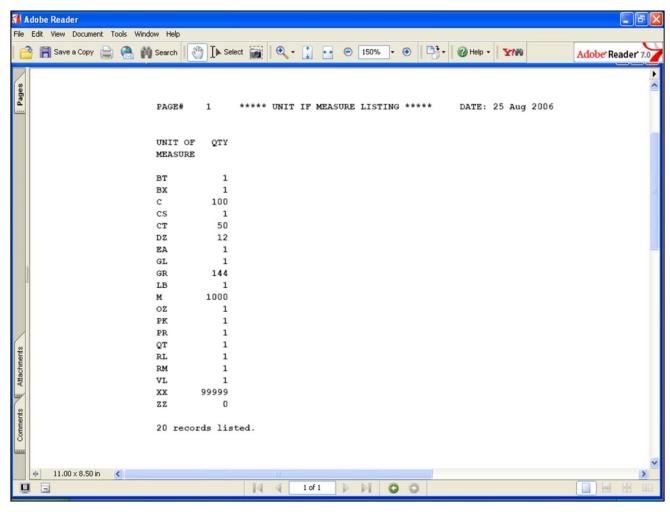
#### **Inventory Reason Code Listing**

This listing prints the inventory reason code, description with inventory adjustment general ledger number.

## Press <RETURN> to Process Report, Line# to Change, or ABORT:

Press 'RETURN', enter a Zero (0), click on the 'OK/END' icon, or press the 'F2' function key to process the report.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to delete this entry.



# Notes:

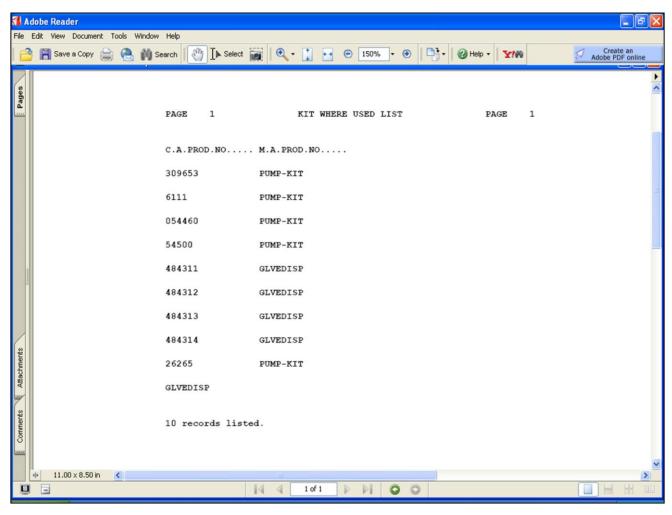
### Unit of Measure Listing

This listing prints all unit of measures and quantity.

## Press <RETURN> to Process Report, Line# to Change, or ABORT:

Press 'RETURN', enter a Zero (0), click on the 'OK/END' icon, or press the 'F2' function key to process the report.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to delete this entry.



## Notes:

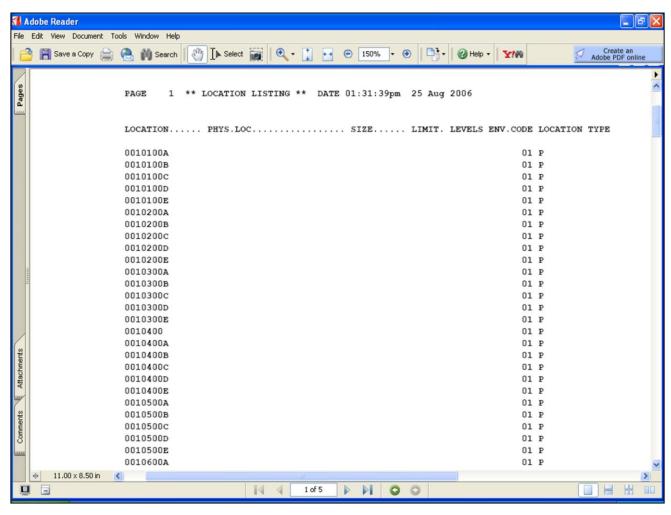
#### Kits - Where Used Listing

This listing prints the (kit) component product number and kit master product number.

## Press <RETURN> to Process Report, Line# to Change, or ABORT:

Press 'RETURN', enter a Zero (0), click on the 'OK/END' icon, or press the 'F2' function key to process the report.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to delete this entry.



## Notes:

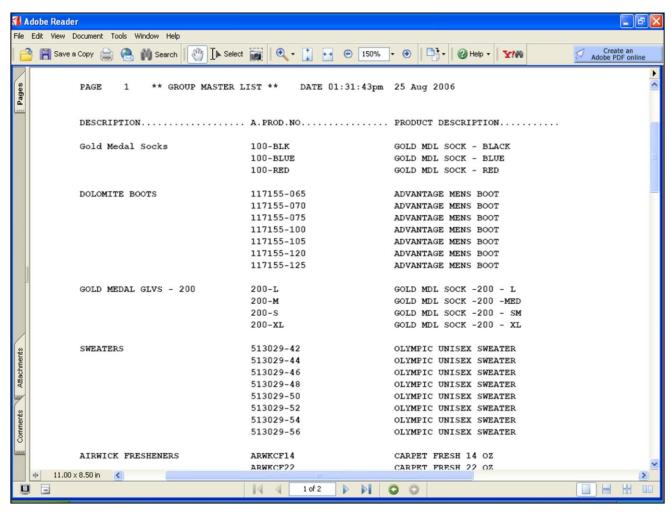
#### Location Listing

This listing prints the location, physical location, location size, limit, levels and environment code. Also displayed is the location type.

### Press <RETURN> to Process Report, Line# to Change, or ABORT:

Press 'RETURN', enter a Zero (0), click on the 'OK/END' icon, or press the 'F2' function key to process the report.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to delete this entry.



## Notes:

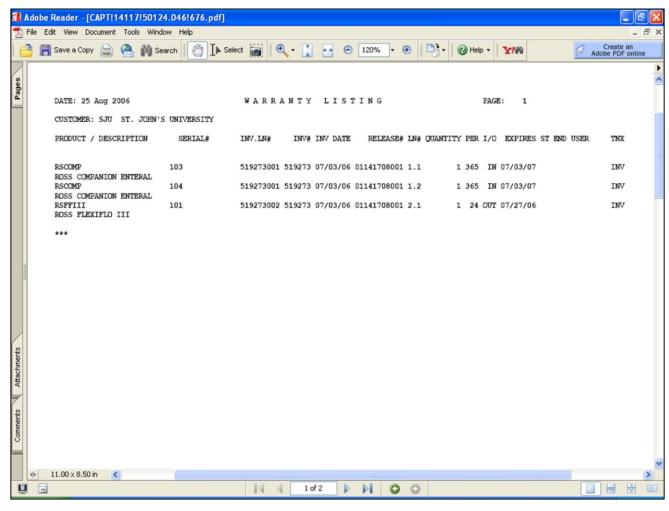
#### Group Master Listing

This listing prints the group description, group product number and product description.

## Press <RETURN> to Process Report, Line# to Change, or ABORT:

Press 'RETURN', enter a Zero (0), click on the 'OK/END' icon, or press the 'F2' function key to process the report.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to delete this entry.



Notes:			

#### Warranty List By Invoice Date Listing

This listing prints by customer, product number and product description. It displays fields such as the serial number, invoice line, invoice number, invoice date, release number, line number, quantity, warranty period, In or Out (I/O) of warranty, expiration date, and end user.

#### **Invoice Date Options:**

At this prompt the operator has the option of selecting 'All Invoice Dates', 'Invoice Date Range' or 'Specific Invoice Date'.

#### (I)n, (O)ut of warranty or ALL:

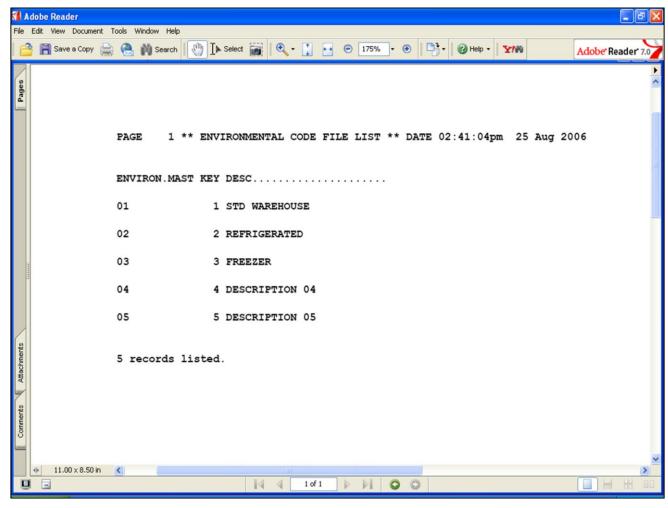
At the (I)n, (O)ut prompt, you can click on the 'INQUIRY' icon or press the 'F7' function key which opens the pop-up inquiry box to select and available response such as the following:

- I To display all results in warranty.
- O To display all results out of warranty.
- ALL To display all results.

## Press <RETURN> to Process Report, Line# to Change, or ABORT:

Press 'RETURN', enter a Zero (0), click on the 'OK/END' icon, or press the 'F2' function key to process the report.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to delete this entry.



# Notes:

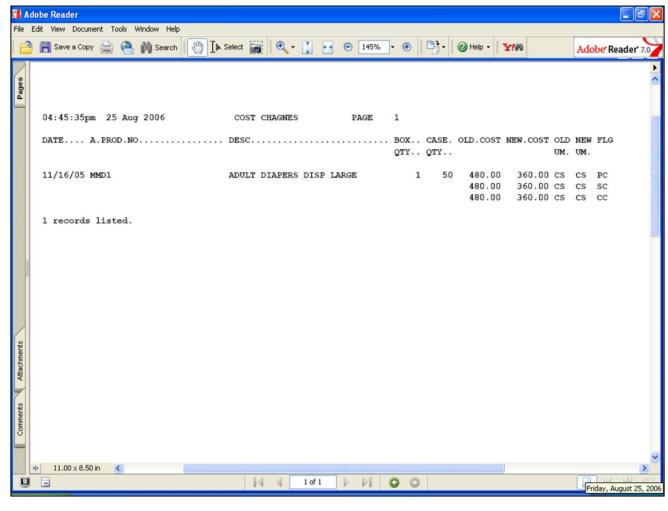
### **Environmental Code Listing**

This listing prints the environment master code and description.

## Press <RETURN> to Process Report, Line# to Change, or ABORT:

Press 'RETURN', enter a Zero (0), click on the 'OK/END' icon, or press the 'F2' function key to process the report.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to delete this entry.



Notes:			
-		 	

#### Cost Changes Report

This listing prints by date, product number, description, box quantity, case quantity, old cost and new cost. It also displays the old unit of measure, new unit of measure and flag code.

#### **Report Date Options:**

At this prompt the operator has the option of selecting 'All Report Dates', 'Report Date Range' or 'Specific Report Date'.

## Press <RETURN> to Process Report, Line# to Change, or ABORT:

Press 'RETURN', enter a Zero (0), click on the 'OK/END' icon, or press the 'F2' function key to process the report.

Enter 'ABORT', press 'F8' function key or click on the 'CANCEL' icon to delete this entry.

Comments:



- To contact support call 973-777-8050 or fax 973-777-3063.
- To access the The System's House website the address is:

www.tshinc.com.

Notes:			