True Commerce EDI/ASN Link
For MAS 90/200

457 Palm Drive
Glendale, CA 91202
818-956-3744
818-956-3746
sales@iigservices.com

www.iigservices.com

Information in this document is subject to change without notice. No part of this document may be reproduced or transmitted in any form or by any means, electronic or mechanical, for any purpose without the express written consent of **Information Integration Group, Inc.**

TRADEMARKS

MS-DOS and *Windows* are trademarks of Microsoft Corporation.

MAS 90, MAS 90CS, MAS 90W and MAS 200 are registered trademarks of Sage Software, Inc.

True Commerce, True Commerce Integrator, and TC.NET are the registered trademarks of True Commerce, Inc.

All other product names and brand names are service marks, and/or trademarks or registered trademarks of their respective companies.

REQUIREMENTS

- *True Commerce Integrator version 3.2 build 0010 (or above) AI Package with Labels.*
- *MAS 90 (IIG).BSP version 0008 or above (supplied by True Commerce).*
- *Bartender 7.0 Professional (usually supplied with Integrator).*
- *Compatible Bar Code printer for ASN Labels. We highly recommend Zebra printers, but any compatible thermal label printer will do. Laser printers are also supported but not recommended for high volume.*
- *Internet Connection. DSL or above recommended but not required.*
- *Workstation hosting the Integrator must have a mapped drive to the MAS 90 folder.*

Table of Contents

Installation Instructions and Cautions

PLEASE NOTE: MAS 90 must already be installed on your system before installing any IIG enhancement. If not already done, perform your MAS 90 installation and setup now; then allow any updating to be accomplished automatically.

Once MAS 90 installation and file updating is complete, you may install your IIG enhancement product by following the procedure below.

## Wait! Before You Install – Do You Use CUSTOM OFFICE?

THIS IS AN IMPORTANT CAUTION: If you have Custom Office installed, **and** if you have modified any MAS 90 screens, you must run *Customizer Update* after you do an enhancement installation.

But wait! BEFORE you run Customizer Update, it is very important that you print all of your tab lists. Running Customizer Update will clear all Tab settings; your printed tab list will help you to reset your Tabs in Customizer Update.
Custom Office is installed on your system if there is an asterisk in the title bar of some of the screens. The asterisk indicates that the screen has been changed.

An *asterisk* in a window's title bar indicates that the screen has been modified. This means that **Custom Office** is installed.

Follow all the instructions on this page before you run **Customizer Update**!
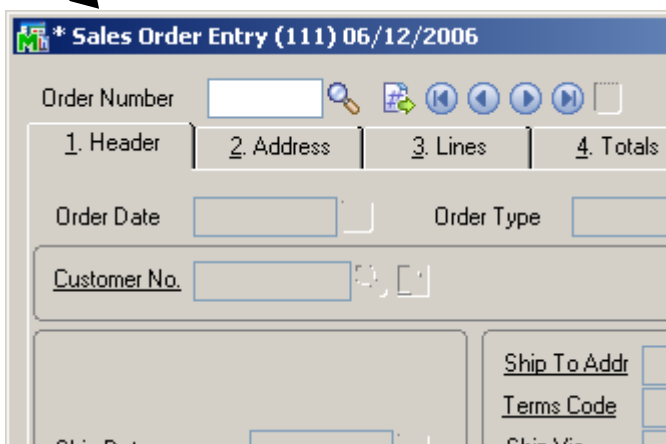
Registering IIG products

IIG Enhancement should be registered to be able to use it. If registration is not performed, the enhancement will work in a demo mode for a limited time period. The registration can be still done during the demo period.

Select the **IIG Product Registration** program under the **Library Master Setup** menu of the MAS 90.

If this option is not listed under the Library Master Setup menu, go to the main menu, and select **Run** from the **File** menu. Type in SVIIGR and click **OK**.

Enter **Serial Number** and **Unlocking Key** provided by IIG, and click **OK**.

If multiple IIG Enhancements are installed, Serial Numbers and Unlocking Keys should be entered for each enhancement.

Use the **Print Registration Form** button to print IIG Registration Form.

Setting up EDI Maestro for True Commerce

After installing the IIG True Commerce EDI Integration
Enhancement, you will need to set up the IIG True
Commerce EDI Options, added under the Sales Order
Setup menu.

Company EDI Identifier: This is the normal company identifier that True Commerce
will use. Normally, it will be "12" plus your main
telephone number.
If not specified, the **IIG True Commerce Invoice Export**
will not be available.

Factoring? This will be enabled if IIG Factoring module is installed.
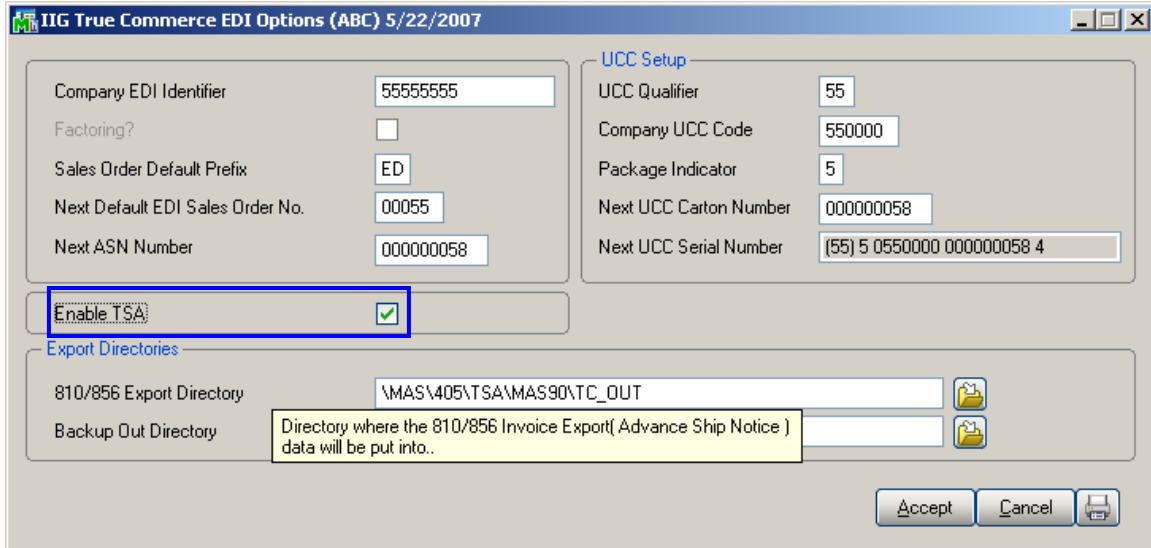
Sales Order Default Prefix: This is the default prefix to separate EDI orders from your
normal order sequence. You may enter "00" to force the
system to use all seven digits as a normal sales order
number.

Next Default EDI Sales Order No.: This will be the next sales order number to use.

810/856 Export Directory: This is the directory, on the **MAS 90** Server that the
invoices will be exported to for the **True Commerce
Integrator** to import from. The default directory used will
be the TC_OUT directory.

Backup Out Directory:　　This is the directory that Ship To addresses and Inventory Items (if the **IIG UPC** module is installed) will be exported to in the format that the **True Commerce Integrator** will be expecting. The default directory used will be the TC_BO directory.

For both of the **Directory** fields above you can click on the button to locate the folder on the server.

Highlight the directory you wish to use, and the program will load the full path for the **MAS 90** Server:

The **Enable TSA** check box has been added to the **IIG True Commerce EDI Options** screen. If that check box is not selected, the following message box is displayed when opening the **IIG True Commerce ASN Export** program under the **Sales Order Main** menu.
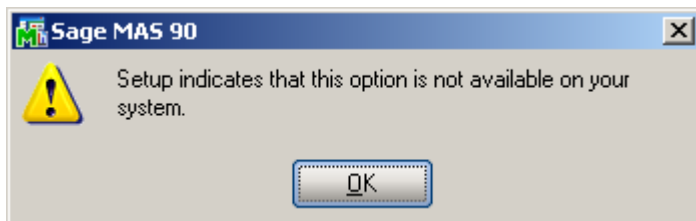
After selecting the Enable TSA check box, the Next ASN Number, UCC Qualifier, Company UCC Code, Package Indicator, Next UCC Carton Number and Next UCC Serial Number fields will become visible.

Setting Up True Commerce for EDI Maestro

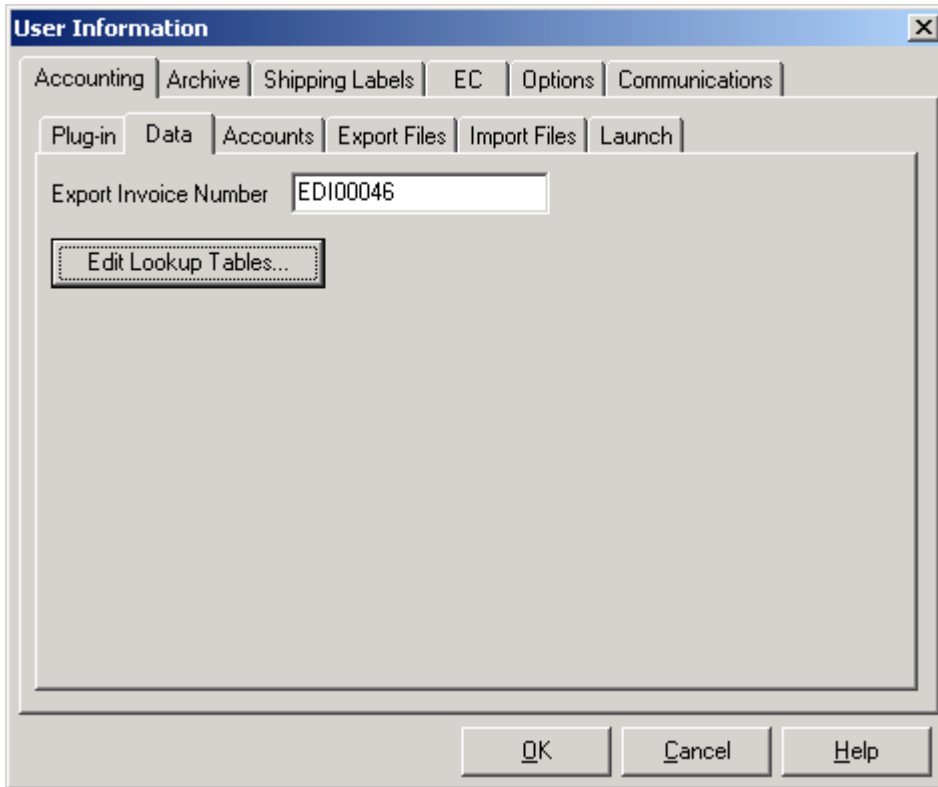Start **True Commerce Integrator:**
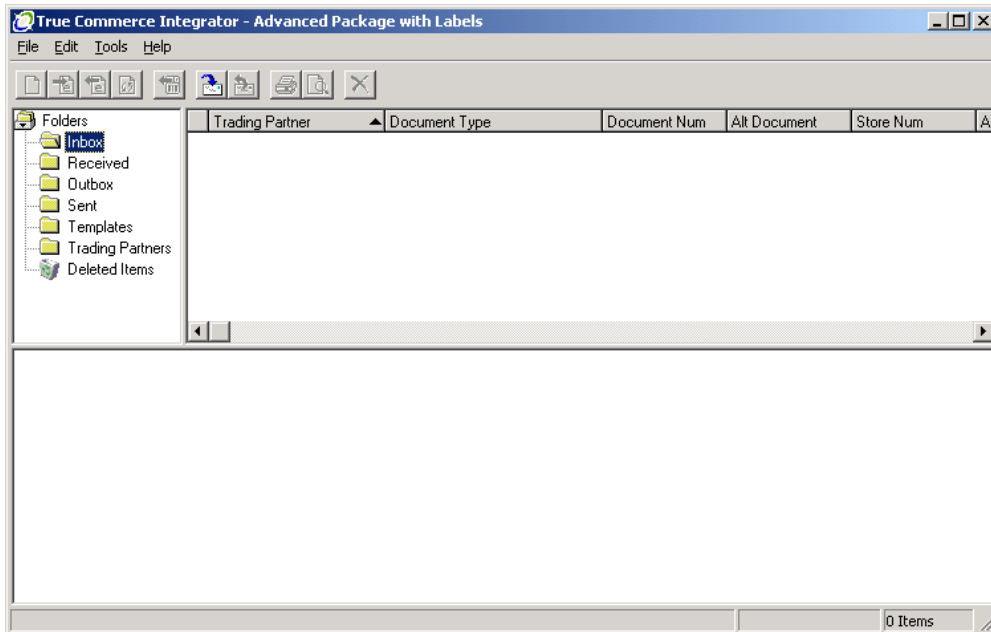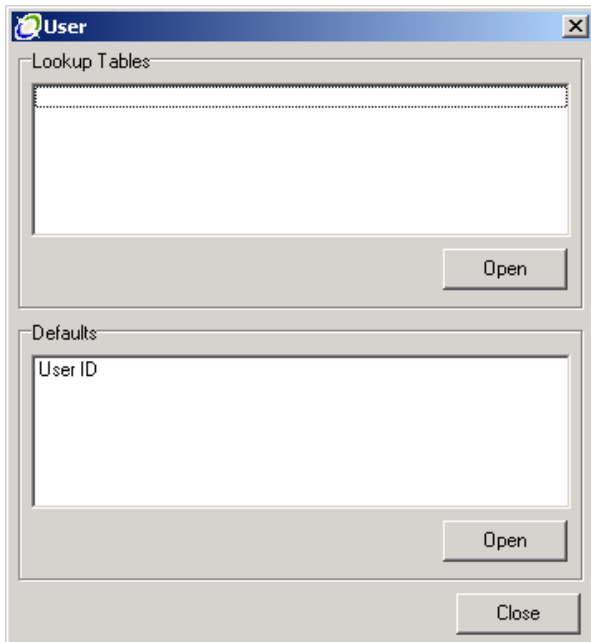

Select **File**, then **User Information**.
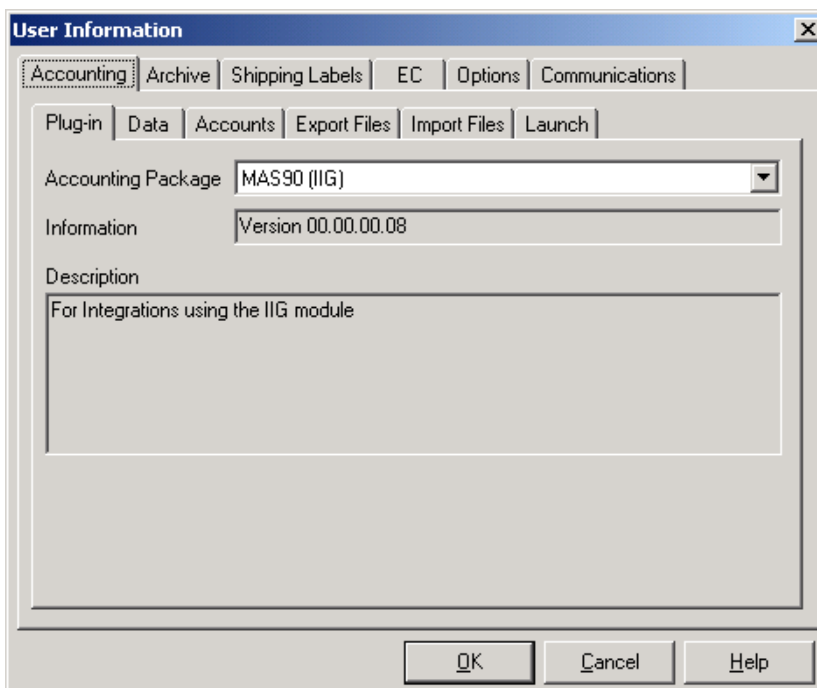
On the **Plug-in** tab, verify that the Accounting Package is
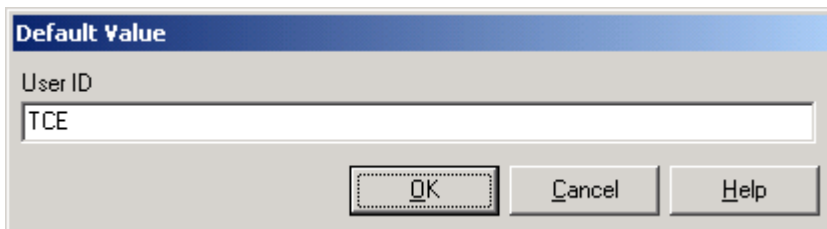**MAS90 (IIG)**.
Next, select the **Data** tab:
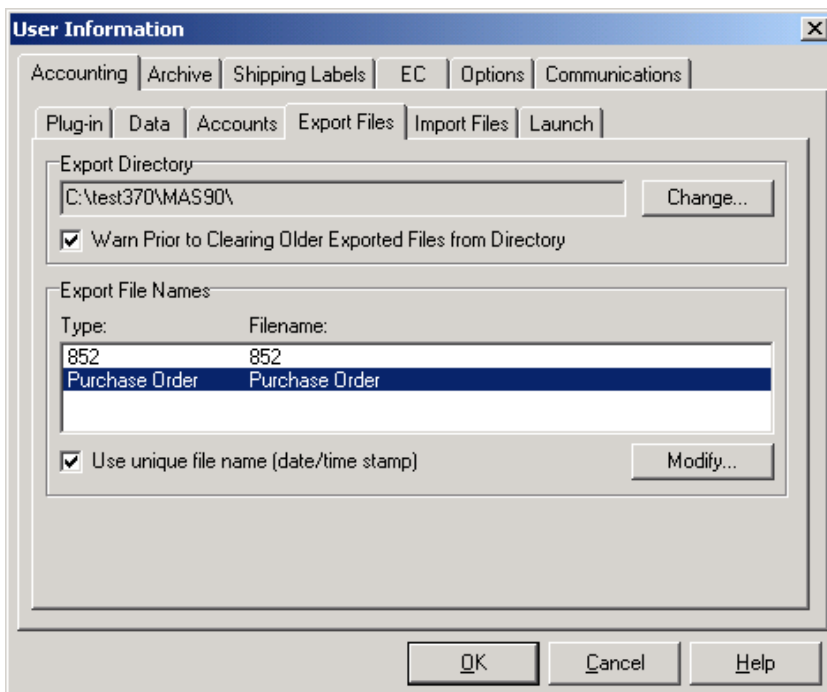

Click on the **Edit Lookup Tables**… button.
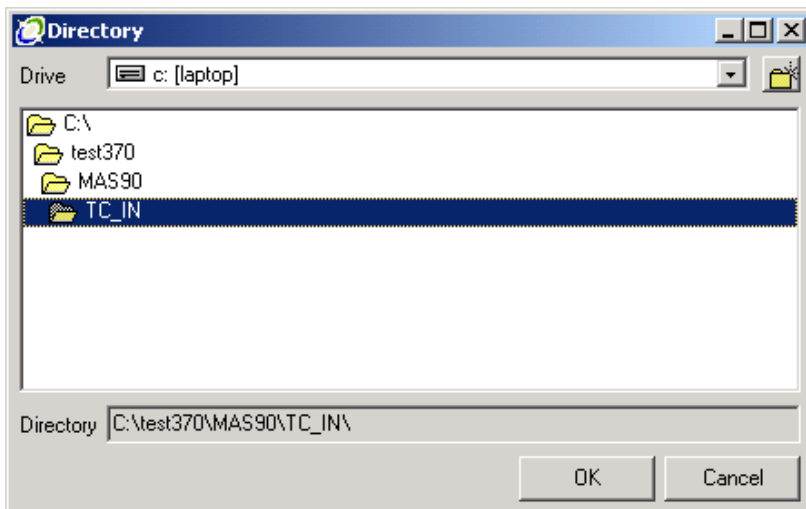
Select **User ID** and click the **Open** button.

Enter the user ID used for importing. We suggest either
TCE or EDI.

Click **Ok** to save this value, then click on the **Close** button
to update.

Next, click on the **Export Files** tab.

Click on the **Change…** button to modify the export path for Integrator.

Select the TC_IN folder under the MAS90 folder, on the MAS 90 server. This means that the True Commerce machine must have a mapped drive to the MAS90 folder. Either your reseller or our Network Services Department can assist you in setting up a mapped drive if needed. Click the **OK** button to save the Export Directory.

Note: You must actually click on the TC_IN folder, so it looks similar to the picture above.
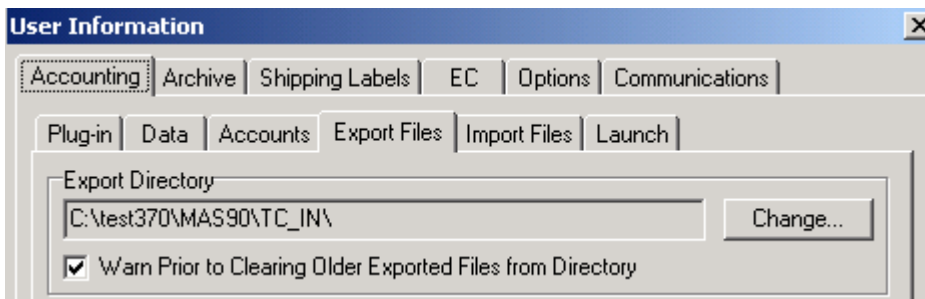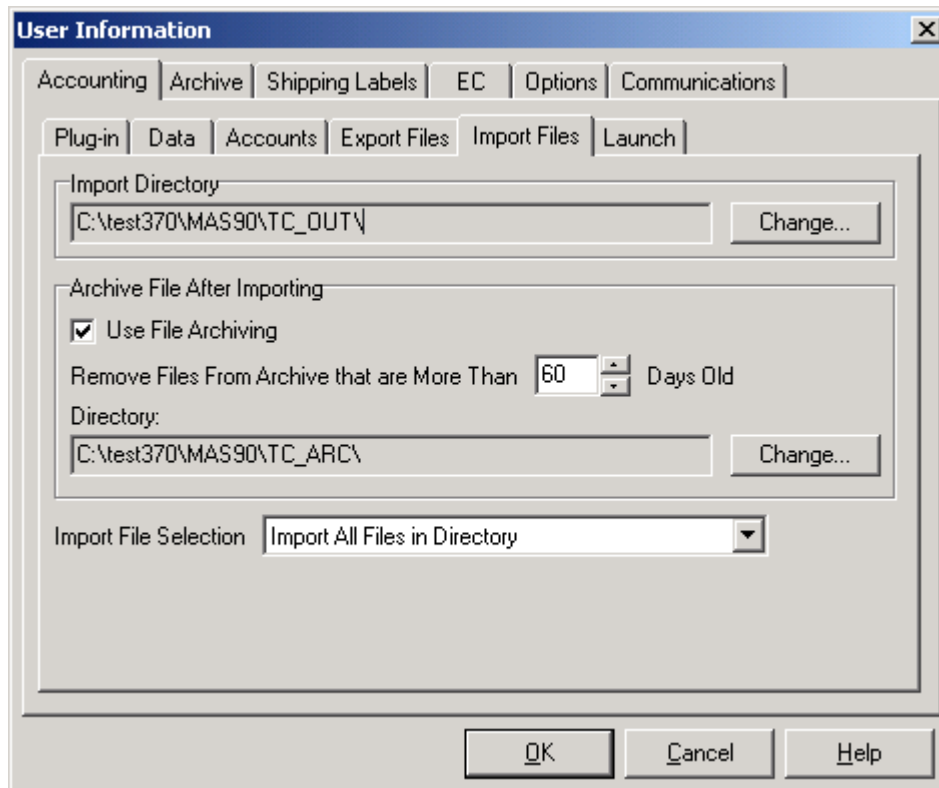

Next, click on **Warn Prior to Clearing Older Exported Files from Directory** so that it is checked.
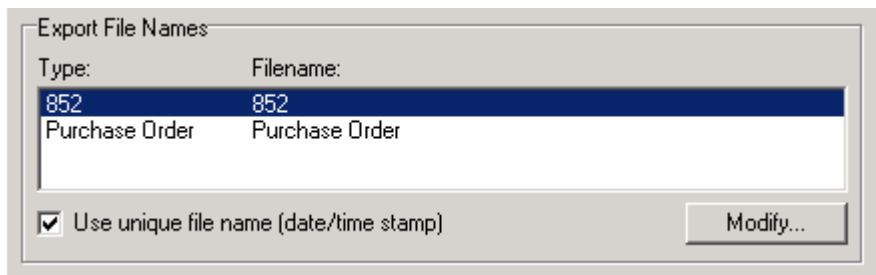
Next, click on **Use unique file name (date/time stamp)** so that it is checked.

Next, click on the **Import Files** tab:

Click on the **Change…** button next to the **Import Directory** field to change it to the TC_OUT folder under the MAS90 folder. Remember that you must actually click on the TC_OUT folder to select it.

Click on the **Use File Archiving** check box to turn it on. We suggest that you set the **Remove Files From Archive that are More Than** to **60 Days** or greater.

Click on the **Change…** button next to the **Directory** field (under Archive File After Importing) to change it to the TC_ARC folder under the MAS90 folder. Remember that you must actually click on the TC_ARC folder to select it.

Import File Selection must be set to Import All Files in Directory.

Click on the **OK** button to save these settings.

Note: These settings are what is required for the IIG True Commerce Integration. There are additional steps in setting up True Commerce, which are covered in the True

INFORMATION INTEGRATION GROUP   877.457.4072
457 PALM DRIVE   WWW.IIGSERVICES.COM
GLENDALE, CA 91202

Commerce documentation. Setting up Bartender and
communications are covered in those manuals.

Setting Up EDI Customers in MAS 90

Now, go to **A/R Customer Maintenance**, and add or select your EDI customer, which will be your trading partner. In the example below we are using Bed Bath and Beyond.

If you are adding the trading partner, you will need to enter all of the Ship-To Addresses for the trading partner. These typically are the store addresses and the distribution centers.

INFORMATION INTEGRATION GROUP   877.457.4072
457 PALM DRIVE   WWW.IIGSERVICES.COM
GLENDALE, CA 91202

An example:

After all of the Ship-To Addresses are keyed in, select the
Additional Tab:

Click the **EDI** button to access the **IIG True Commerce
EDI Customer Options**:

EDI Customer?   Check to activate this customer as a Trading Partner.

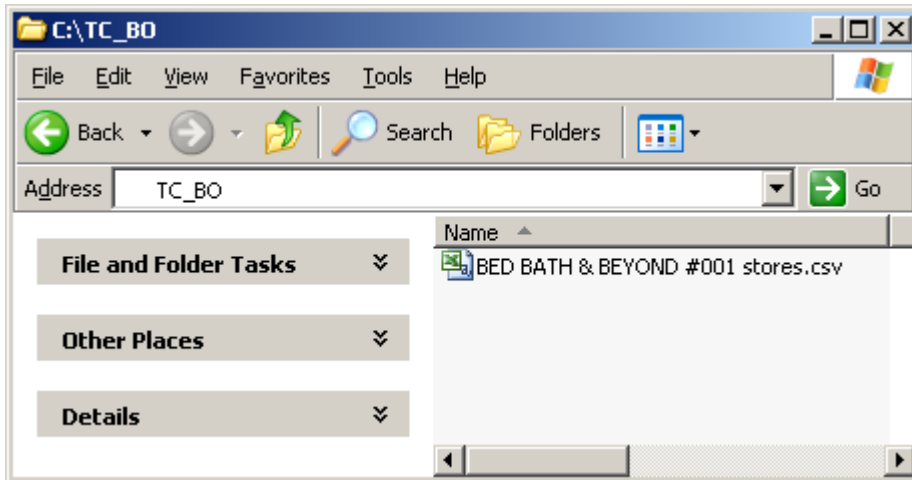|	
Send C/M?	Check to send credit memos. <u>Please note that this is trading partner specific.</u>
Send D/M?	Check to send Debit Memos. As with Credit Memos, this will be trading partner specific.
Factored?	If enabled, indicates that this account is selectable for factoring.
Requires ASN?	Check to activate this customer as ASN customer. *Note: The **Requires ASN?** check box will not be visible if the **Enable TSA** check box is not selected in **IIG True Commerce EDI Options**.*
Vendor Number:	Enter your vendor number with this trading partner.
Sales Order Prefix:	Enter the prefix that will be used for this trading partner.
Next EDI SO Number:	Enter the next EDI sales order number for this account. The system will check A/R history to insure that the system does not duplicate order numbers. Default starting is 00001.
Ship-To => Button	Click on this button to display the **Ship-To Addresses Export** screen.

Ship-To Addresses Export

There are two ways to export. You may select a range of addresses (up to about 200) and click on the **Export** button. Due to the limitations of Windows, if you need to export more than that, you must select the **Export All** button.

To select a range, select and highlight the first record of the range. Then, scroll down until you reach the end of the range you are interested in. Holding down the Shift Key, click on the ending address code. The system will highlight the range, and then you can click on the **Export** button to export the addresses.

The program will export the addresses into a CSV file into the directory specified in the **Directory** field.

The name of the file will be the customer name, in the TC_BO directory:

INFORMATION INTEGRATION GROUP   877.457.4072
457 PALM DRIVE   WWW.IIGSERVICES.COM
GLENDALE, CA 91202

Once you have exported the Ship-To Addresses, then click
OK. Then click **Accept** for the Customer information.

Exporting Items for Integrator

You can export the items for the selected customer to have
the Translation used in the Integrator.

In the **Customer Maintenance** program, select the
Customer:

Click the **Items…** menu button under the **Contacts** button.

On the **Detailed Sales History** screen, click the **Alias…**
button:

-

Enter Item Aliases that will be used in the Integrator, then
click the **Export** button.

You can select the **Directory** or use the default, which is
populated from the **Backup Out Directory** field in the **IIG
True Commerce EDI Options**.

From the **Export To** drop-down list, select **Vendor Item #**
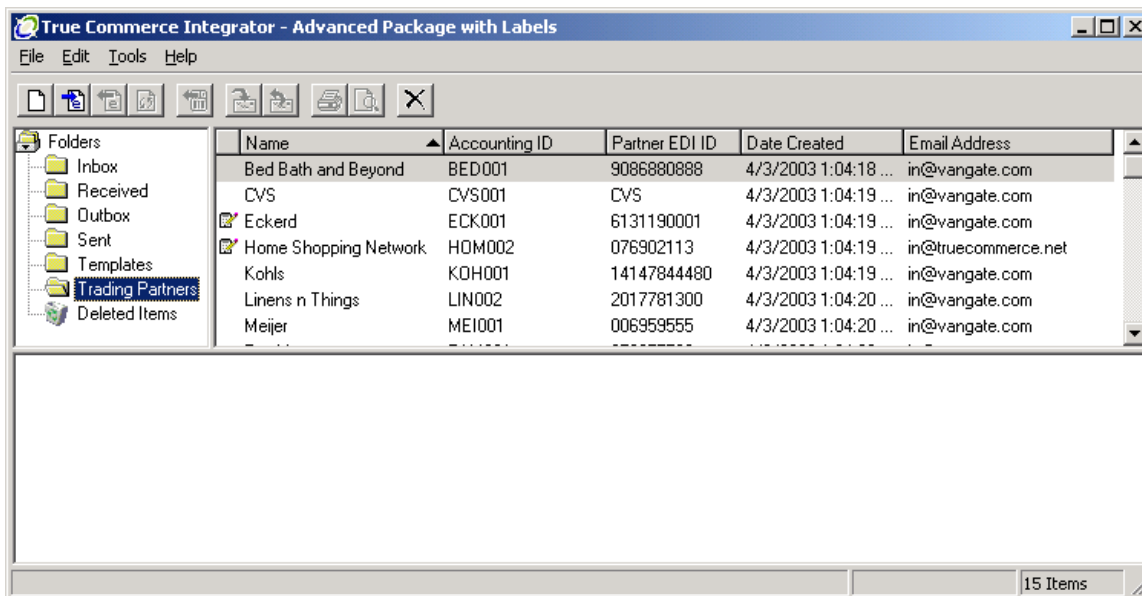or **SKU #**, which designates, how the alias will be used in
the Integrator.

Select the lines to be exported, and click the **Export** button.

Setting up the Customer in Integrator

Start up True Commerce:
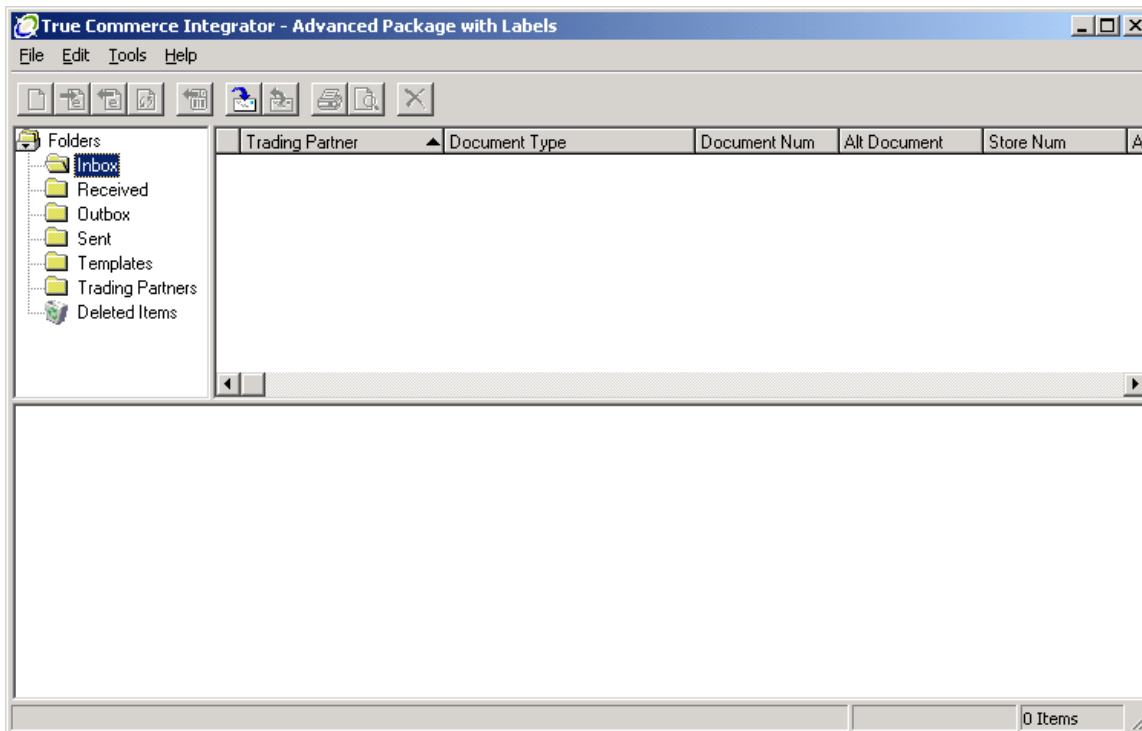
Click on the **Trading Partners** folder.

Select a trading partner. In this example we will use Bed
Bath and Beyond.

*Note: Do not make any changes on the **Main** tab of the*
*Electronic Partner Plug-in.*

Click on the **Accounting** tab.

Accounting ID   Enter the full MAS90 Customer Number of the trading partner. In

this example, the customer ID is 50-BED001.You would enter 500BED001 number as the Accounting ID. In case the customer doesn't have any division number, 00 must be entered instead of division number (like 000BED001). *Note: This must be UPPERCASE!*

Leave the **Income** and **Expenses** fields blank. They are not used.

Next, click on the **Data** tab.
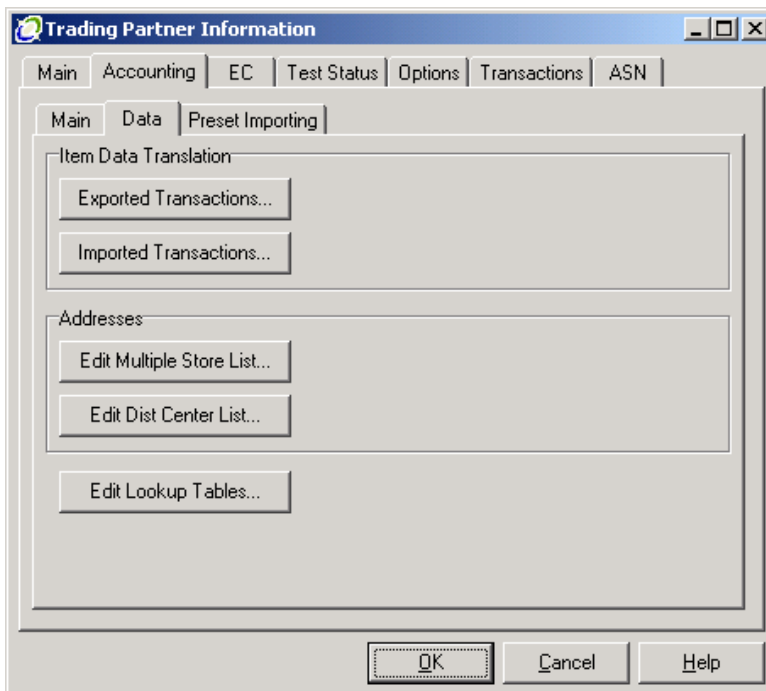
Under **Item Data Translation**, there are two options:

- **Export Transactions** This option covers how **Integrator** will <u>export</u> the item information to **MAS 90.** Translations are done using Item Number, UPC Number, Description, and optionally the trading partner's SKU.
- **Imported Transactions**   This option covers how **Integrator** will <u>import</u> item information from **MAS 90**. Translations are done using Item Number, UPC Number, or the item description. *Note: UPC numbers are required by most trading partners.*

Under **Addresses**, there are two options:

- **Edit Multiple Store List…**   This option allows maintenance (and importing) of the Store List. In **MAS 90**, this is invariably the Customer Ship-To Addresses. As such, we created the Ship-To Addresses Export tool under **IIG True Commerce EDI Customer Options**,
- **Edit Dist Center List…**   As with the Edit Multiple Store List, this allows maintenance and importing of the Distribution Center information. The distribution center is also almost always in the Customer Ship-To Address file. This allows for generating labels for shipping to the distribution center, but marking for specific stores.
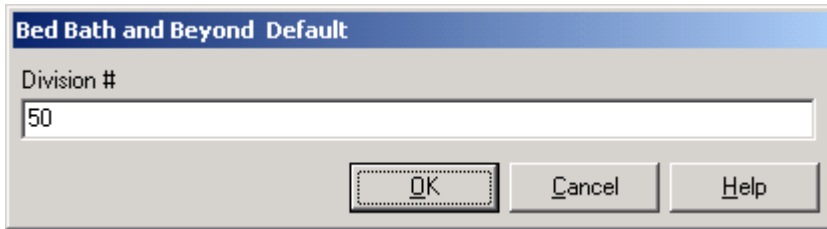
Edit Lookup Tables…   This option allows setting the defaults for this trading partner. We will start here.

First, click on Edit Lookup Tables,
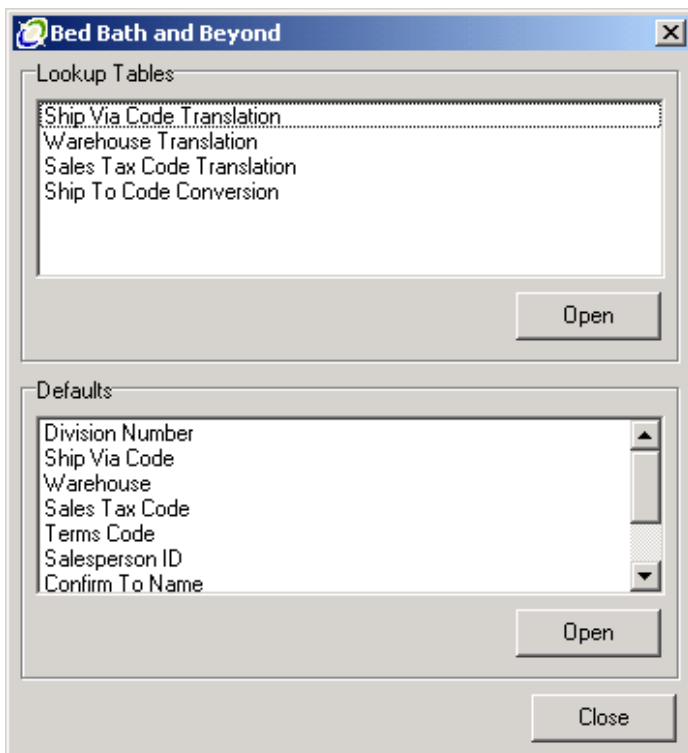
Select Division Number under <u>Defaults</u> and click the Open button.

Bed Bath and Beyond Default

Division #

50

OK   Cancel   Help

Enter the Division Number for this customer. This would
be 50 in the example we are using (50-BED001). If you are
not using division numbers, then enter 00 as the division.

Click the OK button to save.

The remaining Defaults fields:

Ship Via Code
Warehouse
Sales Tax Code
Terms Code
Salesperson ID
Confirm to Name
Tax Exemption Number
Vendor Number

These fields can all be left blank, as the information for
them will be defaulted from the customer information in
MAS 90. Any value placed in these Defaults Fields will
override the default values from the customer master file.

Click the Close button to save these changes.

Next, click on the Edit Multiple Store List button to display
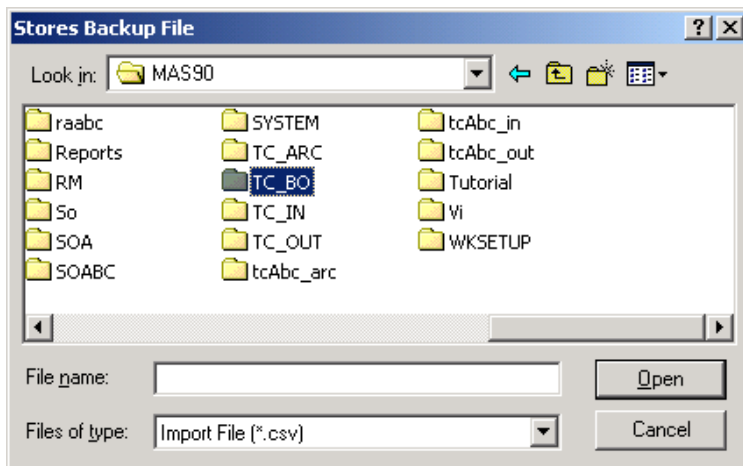the Trading Partner Stores.
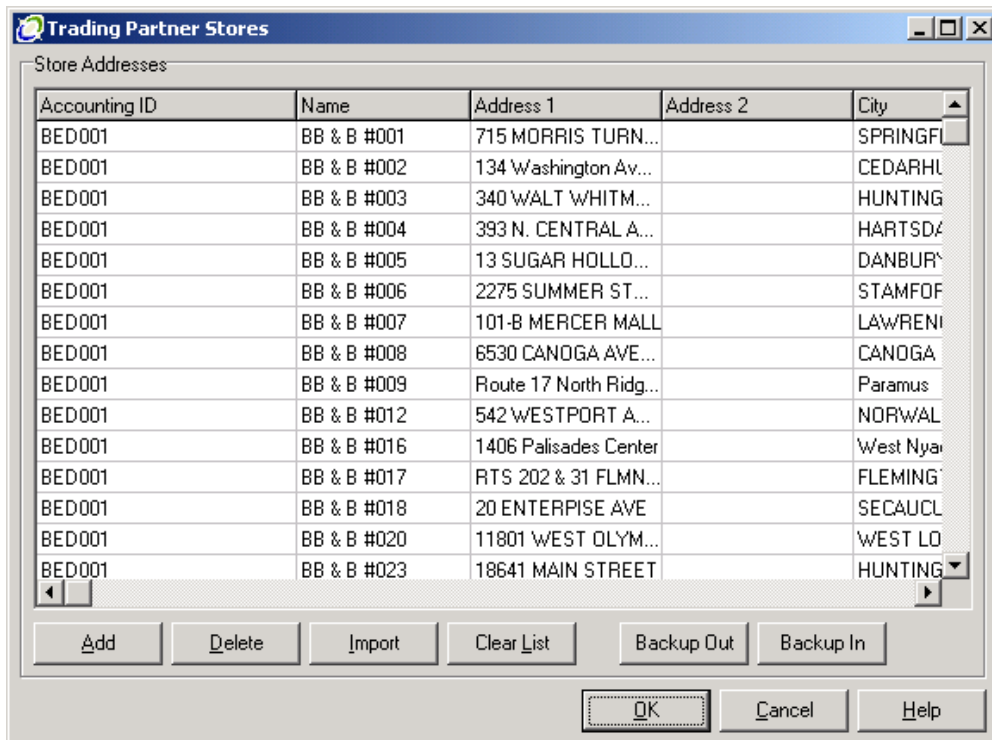
| Add	Used to manually add a row to the list for entry.
Delete	You must first select a row or rows to delete.
Import	Does not work with **MAS 90**.
Clear List	Clears the entire list. Good for when you want to import everything.
Backup Out	Exports the list as a CSV file.
Backup In	Used to import the Ship-To Address List from **MAS 90**,
OK	Accepts and saves the changes.
Cancel	Cancels any changes. Any changes you made are gone.
Help	On line help for this screen.

Next, click on the **Backup In** button to import Ship-To
Addresses.
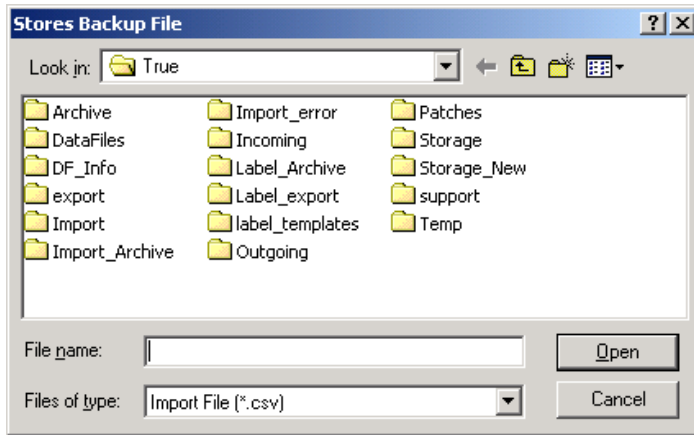
You will need to navigate to the **MAS90** folder and find the TC_BO folder.

Click on the TC_BO folder and find the trading partner Ship-To addresses you exported.
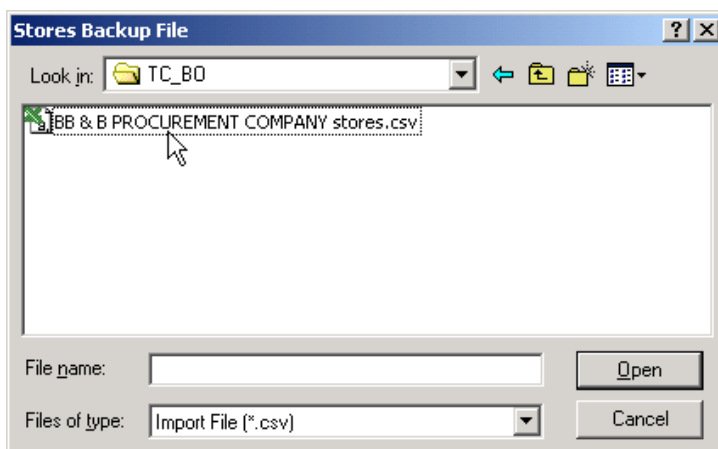
Select the file you wish to import and click the **Open** button. <u>The import is very fast!</u>

*<u>**Note:** The CSV file produced by the Ship Via Addresses</u>*
<u>Export tool has a very specific format.</u>

*If you choose to open the file in Excel, we recommend you change the suffix from ".csv" to ".txt" which will force Excel to ask you questions about the fields it is trying to import. It is **very** important that you force Excel to treat all of the fields as TEXT fields, so it does not try to format the fields for you. At the minimum, Excel will trash the telephone number and Ship-To code fields, which will make the import unusable unless you take these precautions.*

The **Edit Distribution Center List** is virtually identical to the **Edit Multiple Store List**, except that you are only importing the Distribution Centers. After importing the stores, then use the Ship-To Address Export Tool to select only the distribution centers and export. You can then import using the **Backup In** button.

INFORMATION INTEGRATION GROUP   877.457.4072
457 PALM DRIVE   WWW.IIGSERVICES.COM
GLENDALE, CA 91202

Item Data Translation

Click on the **Exported Transactions** button, which will
then request the type of transaction:
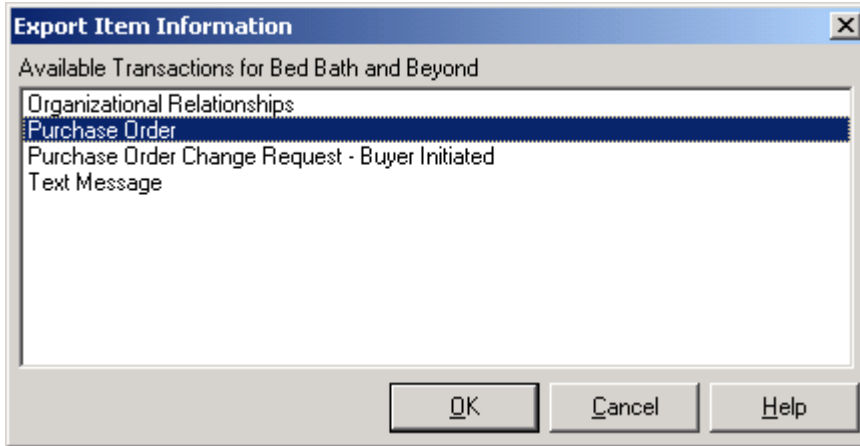
Select **Purchase Order** and click on the **OK** button.
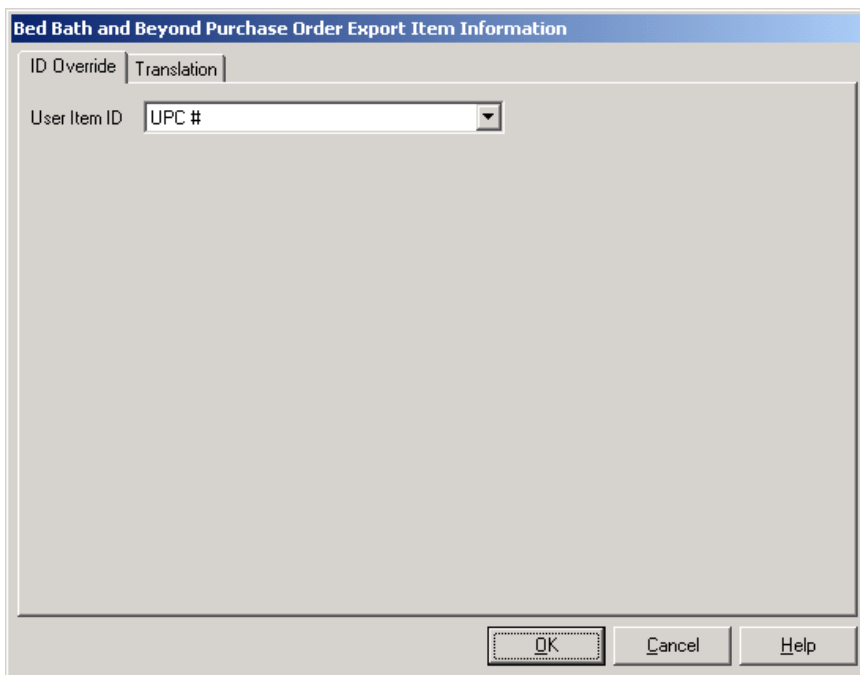
Click on the **Translation** Tab.

Bed Bath and Beyond Purchase Order Export Item Information

ID Override | Translation

Item Translation Parameter | UPC #

Translation List

Translation Value	User Item ID	Description
761479573401	125-QC	QUICK CHOP SINGLE...
761479160052	210-HHMIRROR	HANDY HOOK MIRR...
761479515661	370-FLIPRET	FLIP FOLD RETAIL
761479650126	800-TT2	TURBIE TWIST 2 PACK
761479860112	141-PFC6	PERFECT COOKIE

Add | Delete | Import... | Clear List | Backup Out | Backup In

OK | Cancel | Help

As with the store lists:

Add   Used to manually add a row to the list for entry.
Delete   You must first select a row or rows to delete.
Import   Does not work with **MAS 90**.
Clear List   Clears the entire list. Good for when you want to import everything.
Backup Out Exports the list as a CSV file.
Backup In   Used to import the Item/UPC List from **MAS 90**,

OK   Accepts and saves the changes.
Cancel   Cancels any changes. Any changes you made are gone.
Help   On line help for this screen.

The critical columns are the **Translation** and **User Item ID**
fields. These are:

- **Translation**   Either the UPC number or the vendor SKU.
- **User Item ID** Your **MAS 90** item number. It must be EXACTLY as you have it
  in **MAS 90**.

This is what **Integrator** uses to translate the trading partner
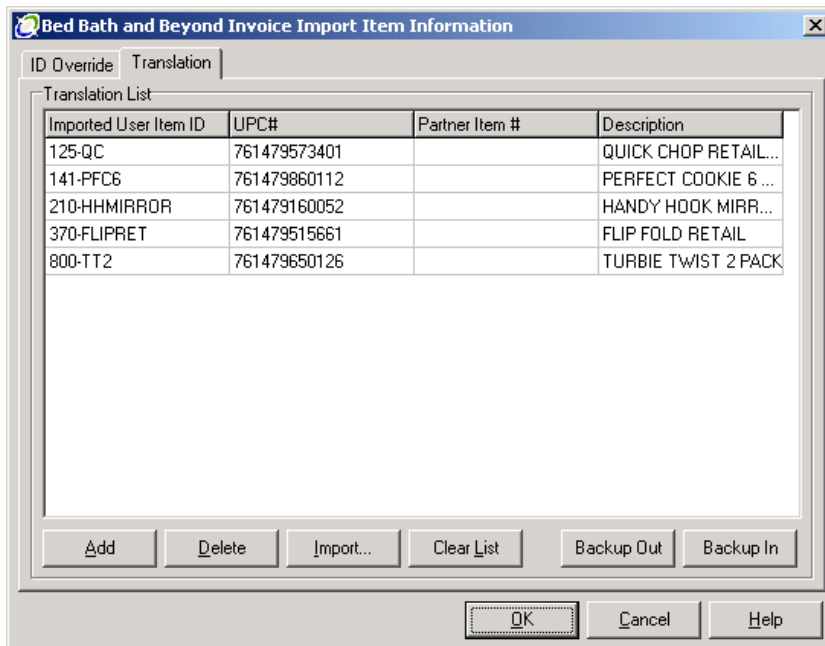PO to your item numbers.

You must do the same with the **Imported Transactions**
button.
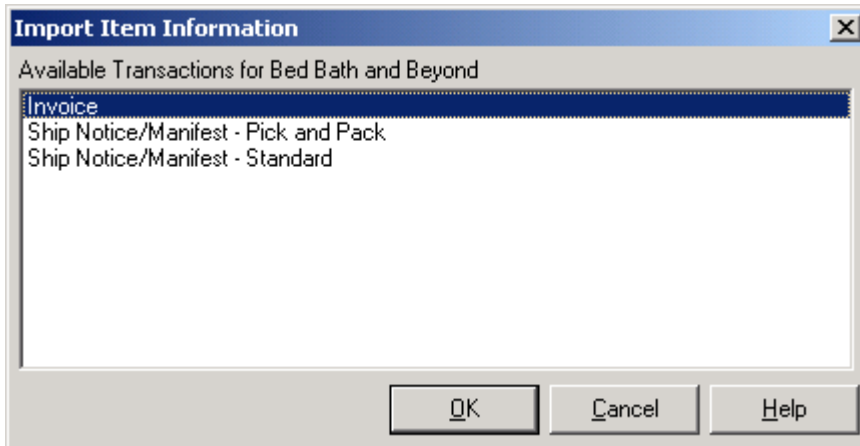
Select **Invoice** and click the **OK** button.
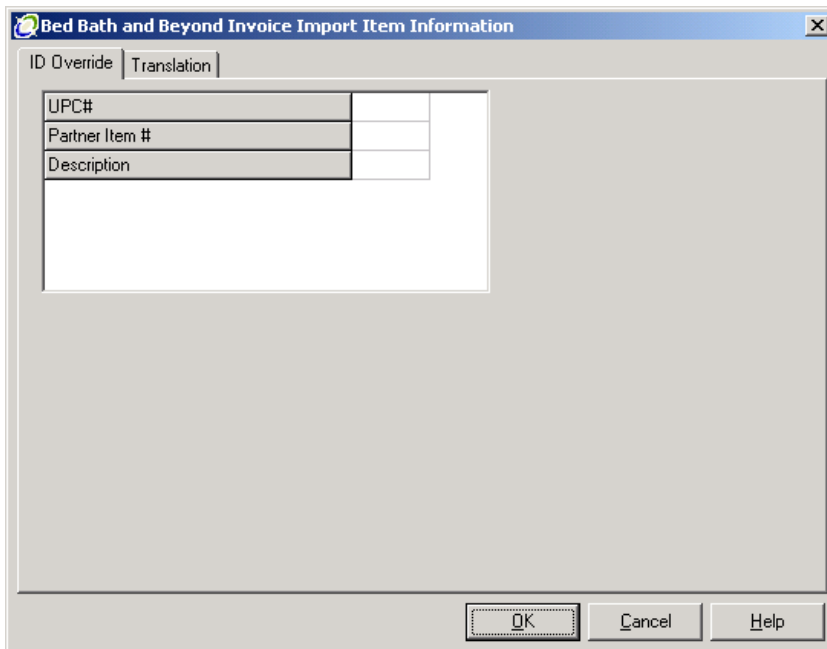

Click on the **Translation** Tab.

Integrator uses the **UPC#** to cross reference the item numbers, and will fall back on the description if it can't match on **User Item ID**. So these three fields are critical to the system loading the invoice (810 document) from **MAS 90**.

Once you have loaded all of the items, then **Integrator** can import the invoices from **MAS 90**. Click the **OK** button to save any changes.

Exporting Purchase Orders from Integrator

Note: True Commerce supplies an excellent manual on the normal operations of **Integrator**. We will not duplicate that here. We are including a quick overview here only for illustration.

Start **Integrator**, and click on the **Get Transactions** button to download any new transactions from your trading partners.
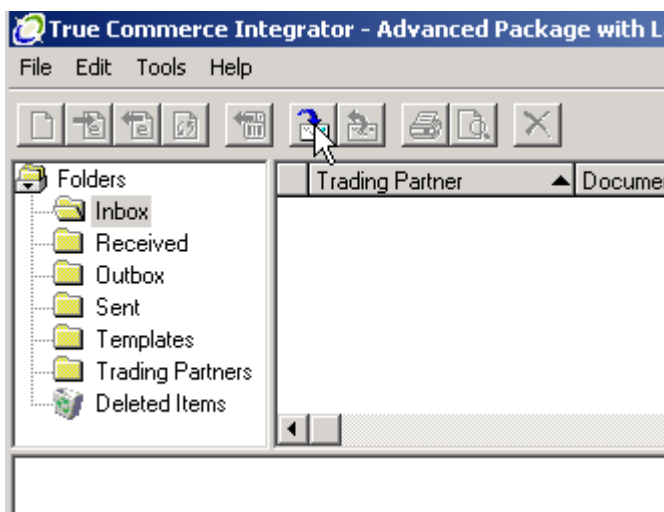
Transactions, such as purchase orders, will first appear in the **Inbox** folder.
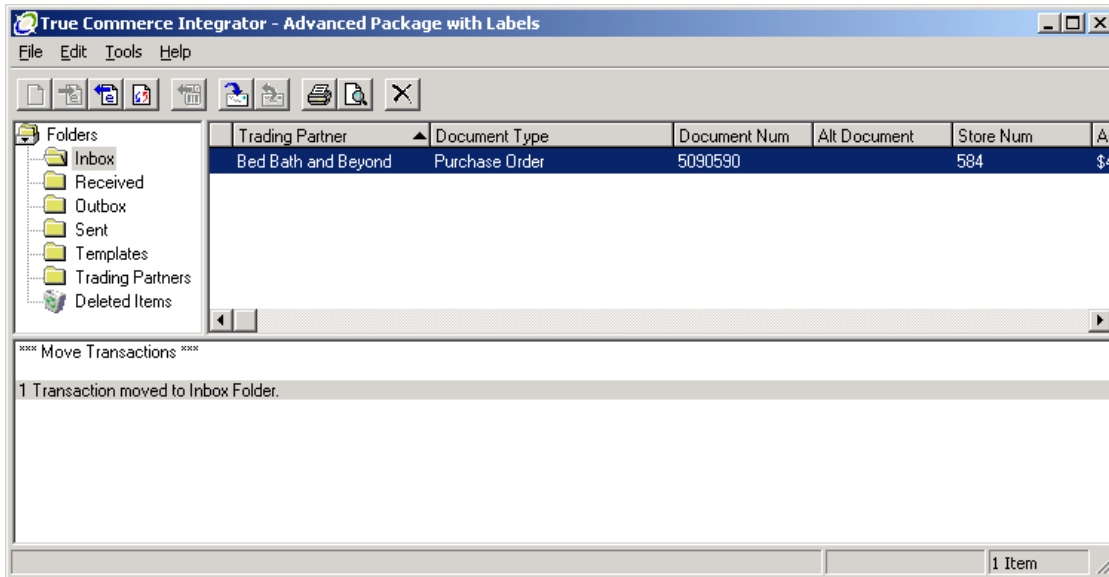
Highlight/select the purchase orders you wish to export,
and then click the **Export** button.
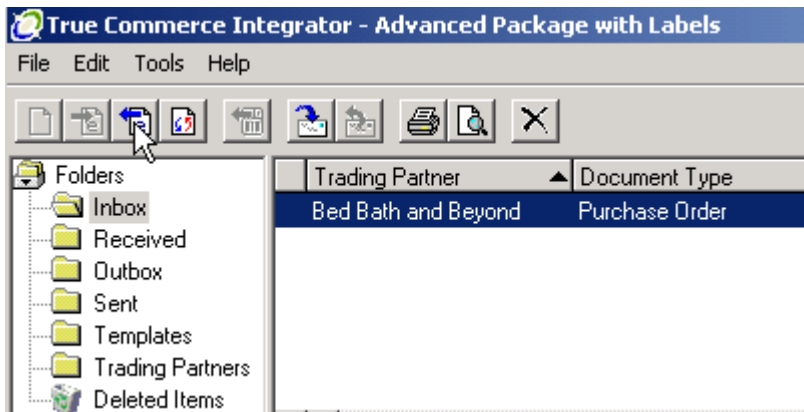
Integrator will export the transactions, along with any
error messages and display the status in the Information
window.

True Commerce Integrator – Advanced Package with Labels

File   Edit   Tools   Help

Trading Partner	▲	Document Type	Document Num	Alt Document	Store Num	Ar

Folders
- Inbox
- Received
- Outbox
- Sent
- Templates
- Trading Partners
- Deleted Items

*** Export Transactions ***

1 out of 1 transactions exported to files:
C:\test370\MAS90\TC_IN\Purchase Order_20030530144735.txt

0 Items
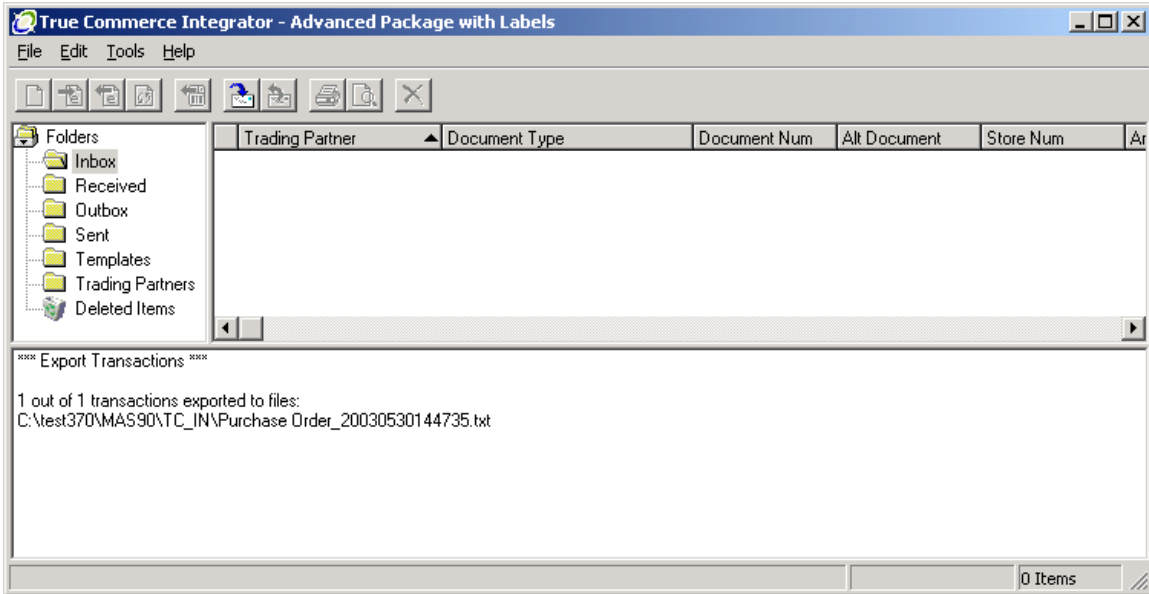
Importing Orders in MAS 90

Now, change over to (or run) **MAS 90**.

Select **True Commerce Order Import** from the **Sales Order Main** menu.

Process Cycle	Manual or Automatic.
	• **Manual** In this mode, the program will scan the import directory and process all files with the correct file trigger suffix and then exit.
	• **Automatic** In this mode, the program will scan the input directory at regular intervals. The interval is controlled by the Scan Cycle Units and Scan cycle period, which are available only in this mode.

Scan Cycle Units   Seconds, Minutes, or Hours. Available in Automatic mode only.

Scan Cycle Period   Number of Scan Cycle Units (1 to 99) to wait before scanning.

File Trigger Suffix   The file extension that identifies a file for the program to process. Not case sensitive. TXT, txt, and Txt are valid.

Log to File?   The program will create a text log file in the MAS90\HOME directory. All files processed and errors are logged.

Detail Logging?   This option will record all actions by the import program.

Use Imported Price   Will use the price from the purchase order, instead of the customer's **MAS 90** price.

Add New Ship To?   Adds new Ship-To address if not in the customer's Ship-To file.

Input Directory   Directory to scan for purchase orders to import.

Output Directory   Directory where imported purchase order import files are moved to when they successfully import. Import files that have errors will remain in the input directory with an ".ERR" suffix.

Path to Integrator   path of the Integrator.

Trigger Integrator?   If Manual type is specified in the **Process Cycle** field, this check box will be disabled.

Start button   Begin scanning the input directory.

<u>Note:</u>   *<u>In the **Automatic** mode, to terminate the program from scanning, you must click on the **X** in the upper right hand corner of the screen. The program will then run the Import Log printing.</u>*

Once the True Commerce Order Import finishes importing, the Sales Order Import Log will start.
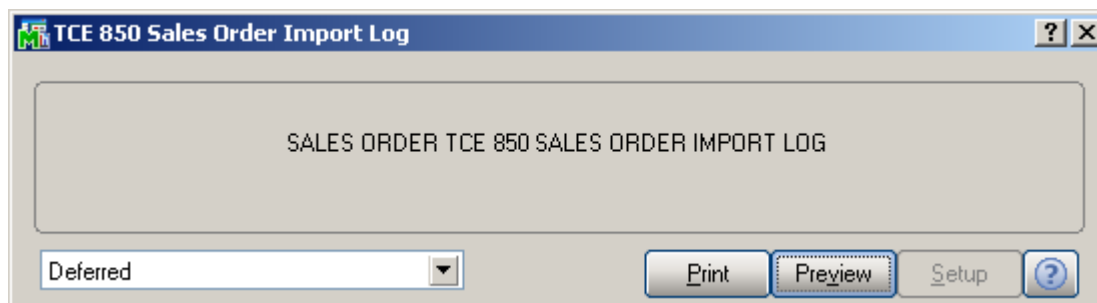
Print   Prints the log.

Preview   Previews the import log. The user can still print the log.

Printer Setup   Allows user to change the printer to print to, including deferred print.

Here is an example of the **Sales Order Import Log**:
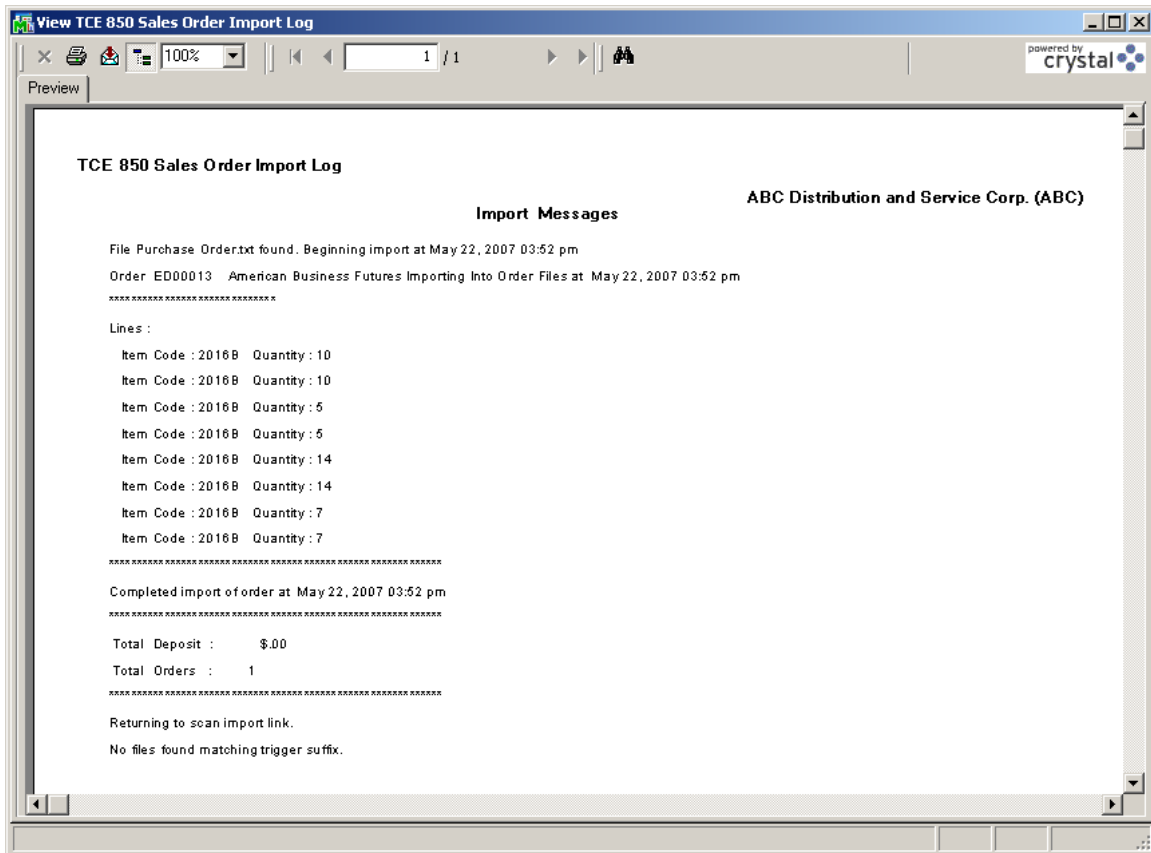
And the order is now in Sales Order:

The Order Date is the Purchase Order date, and the Ship
Date is the Requested Ship Date.
The correct Ship-To Address is loaded, if possible.

Here are the items:

Note the comment lines with the <u>Requested Ship Date</u> and <u>Cancel After Date</u>. If supplied from the trading partner, the <u>Do Not Ship Before Date</u> will also appear as a comment. All three fields are also available to Crystal Reports.

Exporting Invoices from MAS 90

From the **Sales Order Main** menu, select **True Commerce Invoice Export**.

On the **Select** tab you can set an operand for the Invoice.

Directory to Export	Directory where the invoices (810 document) will be exported. This defaults from the True Commerce Options Setup.
🗁	Used to select the 810 Export Directory.
Proceed	Starts the export.
Printer Setup lookup	Allows the user to select printer or to print deferred. ***Note: There is no Preview on this report. You must either print to Deferred Print or to a Printer.***

Click on the **Export** button to begin the export.
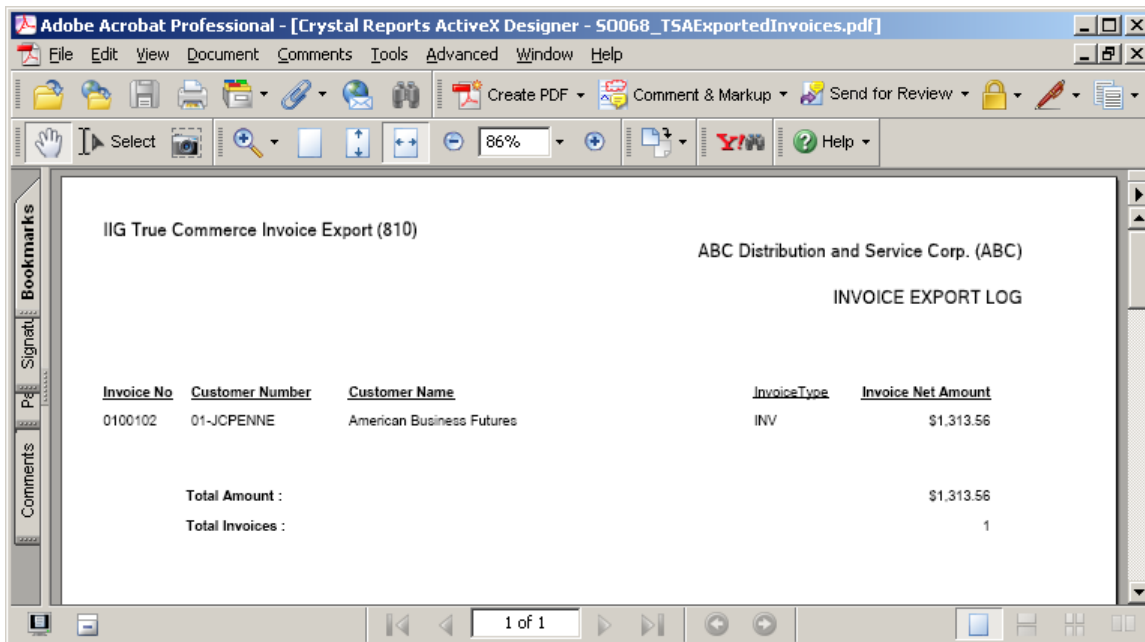
If the Invoice has not been exported before running the **S/O Daily Sales Report/Updates**, it can be exported after update using the **True Commerce Invoice History Export** program.

Only the invoices of the customers checked as **EDI Customer** can be exported.

Importing Invoices into Integrator

Switch to or start **Integrator**, and select the **Outbox** folder.
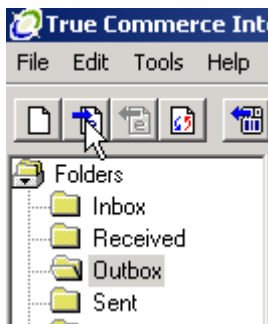
Integrator will then import the invoice transactions from
MAS 90. Any warnings or errors will be shown in the
Information window.
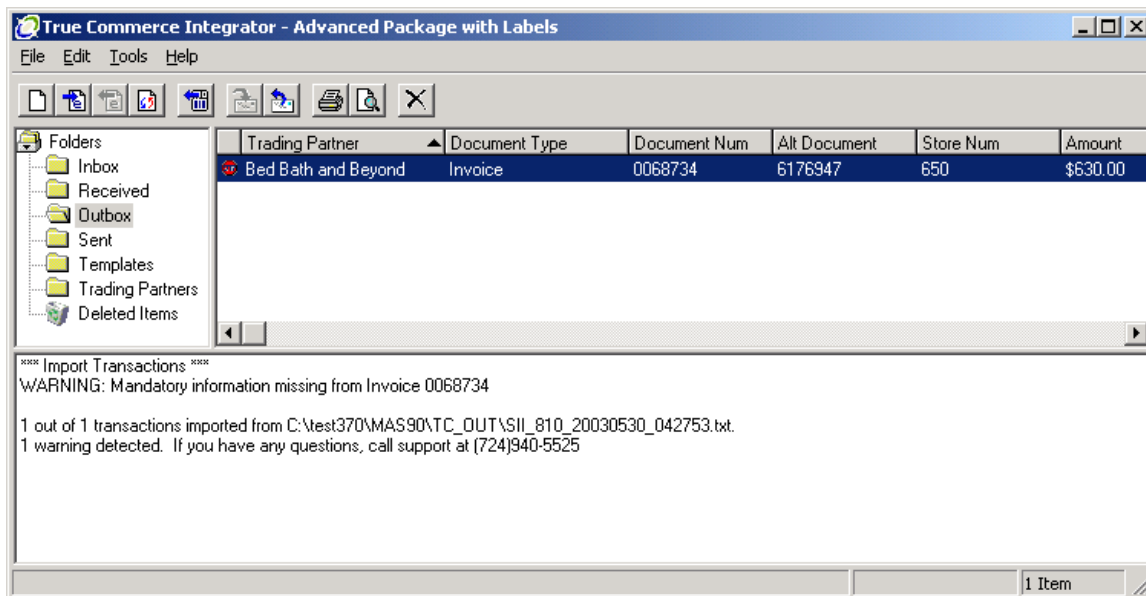
If **Integrator** shows a Stop Sign, that transaction will
require correcting one or more fields.

In this example, the **Address** tab is highlighted in Red.

This must be corrected before **Integrator** will allow you to send this Invoice.

Click on the highlighted tab.

The required field that must be filled in is highlighted.
Enter the missing value.
As soon as the missing value is entered, the highlight is
removed and the problem is corrected.

Click **OK** to save the changes.

Now the Invoice is ready to send. You can also use this invoice to generate an ASN and labels. Please see the True Commerce manual on how this is done.

That's all there is to it!

ASN Processing (Advance Ship Notice)

IIG True Commerce ASN (856) Export

The **IIG True Commerce ASN (856) Export** program has been added to the **Sales Order Main** menu to enable **ASN** functionality in the **True Commerce EDI Link.**

*Note: This program will not work if the **Enable TSA** check box is not selected in **IIG True Commerce EDI Options**.*

Click the **Proceed** button to continue.

The **Directory to Export** is the directory where the
Advance Ship Notice (856) will be exported.

INFORMATION INTEGRATION GROUP   877.457.4072
457 PALM DRIVE   WWW.IIGSERVICES.COM
GLENDALE, CA 91202

Sales Order Entry

The **TCE EDI** button will be shown on the Totals tab of
the **Sales Order Entry** for EDI customers.

*Note: The **TCE EDI** button will not be visible if the **Enable
TSA** check box is not selected in **IIG True Commerce EDI
Options**.*

Click the **TCE EDI** button to enter the shipment data.
The **IIG EDI ASN Shipment Entry** will be opened for
entering the necessary information.

The **Carrier SCAC Code** is the Standard Carrier Alpha Code for the Carrier set in the **Shipping Rate Maintenance**.

INFORMATION INTEGRATION GROUP   877.457.4072
457 PALM DRIVE   WWW.IIGSERVICES.COM
GLENDALE, CA 91202

The **Estimated Delivery** is the date the shipment is expected to arrive.
Enter the data and click **OK**.

Shipping Data Entry

Run the **Shipping Data Entry.** The **TCE EDI** button will
be shown for EDI Customers.

*Note: The TCE EDI button will not be visible if the **Enable
TSA** check box is not selected in **IIG True Commerce EDI
Options***.

Ship the Sales Orders created for EDI customers and run
the **True Commerce ASN Export** program under the
Sales Order Main menu.
The **IIG True Commerce Advance Ship Notice (856)
Export** screen will be displayed.

Select the **810/856 Export Directory** that is the directory
where the **Advance Ship Notice (856)** will be exported and
Proceed.
The following .txt file will be created and saved in the
selected folder.

INFORMATION INTEGRATION GROUP   877.457.4072
457 PALM DRIVE   WWW.IIGSERVICES.COM
GLENDALE, CA 91202

Batch Invoice Transfer Utility

The B**atch Invoice Transfer Utility** program has been
added under **Sales Order Shipping** to allow moving an
Invoice from one batch to another.
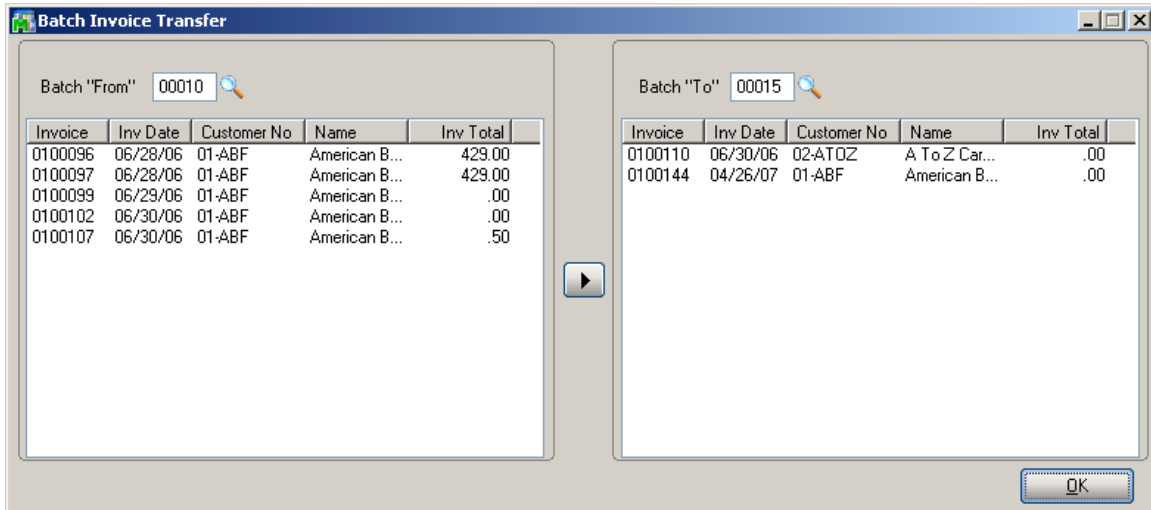
Select a line in the first greed then click the **Copy** button to
move it to the second one.

Glossary

810	Invoice document. Your billing to the trading partner.
832	Catalog document. Required by some trading partners, this is an electronic catalog of what you have to sell.
850	Purchase Order from your trading partner, it becomes a Sales Order in your system. If you send it to a trading partner, it is a Purchase Order from your system.
856	Advance Ship Notice. Used to advise the trading partner of product shipped and on the way.
ASN	Advance Ship Notice. Also 856 Document.
Bar Code Printer	Machine (usually a thermal printer) used to print ASN and Shipping Labels. Required by most trading partners for scanning and legibility.
Bartender	Bartender Bar Coding program from Seagull Scientific. Used to generate the labels for Integrator.
BSP	Business System Plug-in. The interface between Integrator and MAS 90.
Integrator	The user interface for the True Commerce EDI. This is what you receive the transactions though and send from.
TC.NET	The Value Added Network used by Integrator.
TCE	True Commerce EDI. Our module code for this enhancement.
VAN	Value Added Network. How EDI transactions are sent and received.
Vendor Compliance Labels	Another phrase by trading partners for ASN and packaging labels. Printed by the Bartender software.