

# True Commerce EDI/ASN Link For Sage 100 2015

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software

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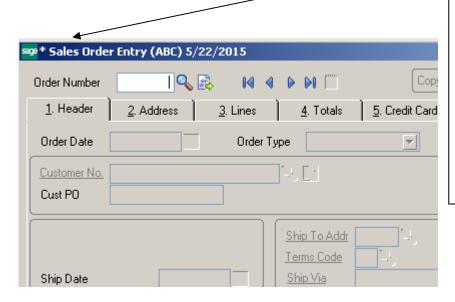
### Installation Instructions and Cautions

PLEASE NOTE: SAGE 100 must already be installed on your system before installing any IIG enhancement. If not already done, perform your SAGE 100 installation and setup now; then allow any updating to be accomplished automatically. Once SAGE 100 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 SAGE 100 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.

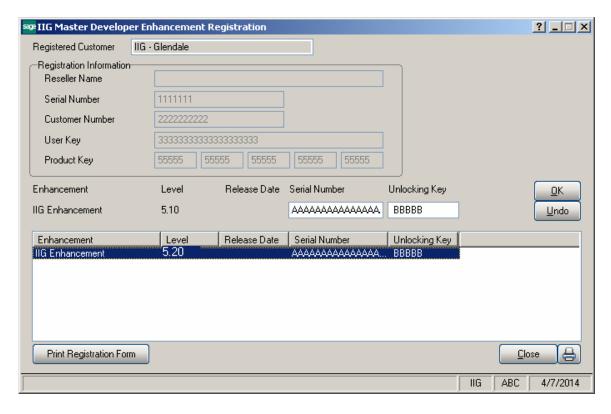
Follow all the instructions on this page before you run Customizer Update!

# 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 SAGE 100.

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.

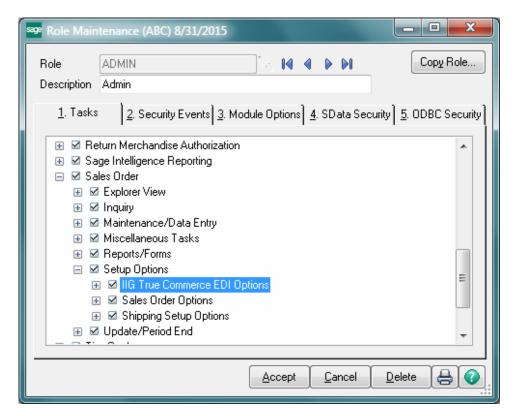
# **ODBC Security**

After installing an **IIG Enhancement**; it is **very important to verify** whether or not the **Enable ODBC Security within Role Maintenance** check box is selected in the **System Configuration** window of your system. If it is selected you must assign ODBC security permissions and allow access to custom data tables/fields for the Roles defined in your system.



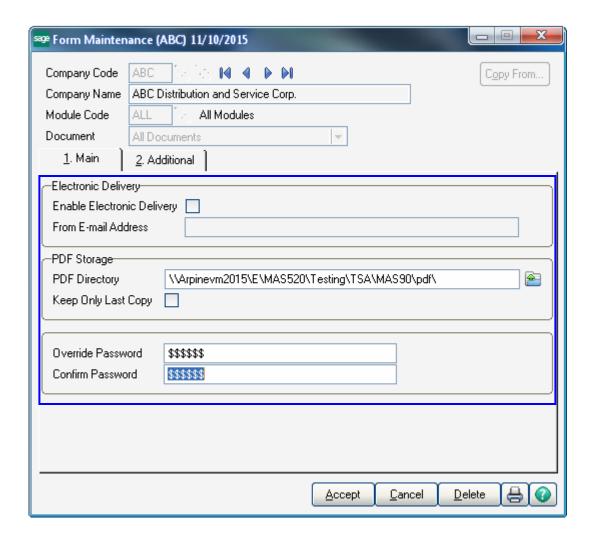
## **Role Maintenance**

After installing an **IIG Enhancement**, permissions must be configured for newly created Tasks and Security Events.



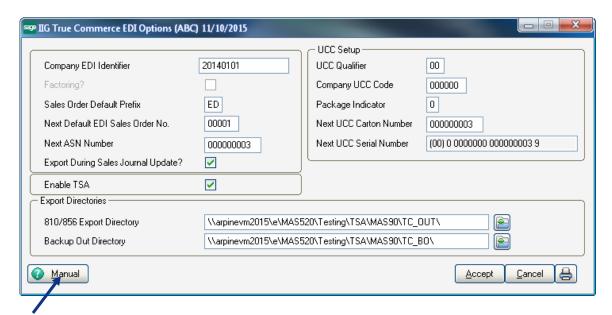
# **Setup**

Note: For True Commerce Invoice History Export, True Commerce Invoice Export and True Commerce ASN Export programs the Paperless Office Output field will be shown when the fields of Form Maintenance are filled in. Form Maintenance is available from Paperless Office -> Setup menu.



### 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.



The **Manual** button opens TSA enhancement document in a PDF format.

**Company EDI Identifier:** This is the normal company identifier that True Commerce

will use. Normally, it will be "12" plus your main

telephone number.

**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 Sage 100 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 folder 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 enables the export of **Advance Ship Notice** (856) to True Commerce. If this check box is not selected, the following message will appear when trying to perform export through the **IIG True Commerce ASN Export** program added under the **Sales Order Main** menu.

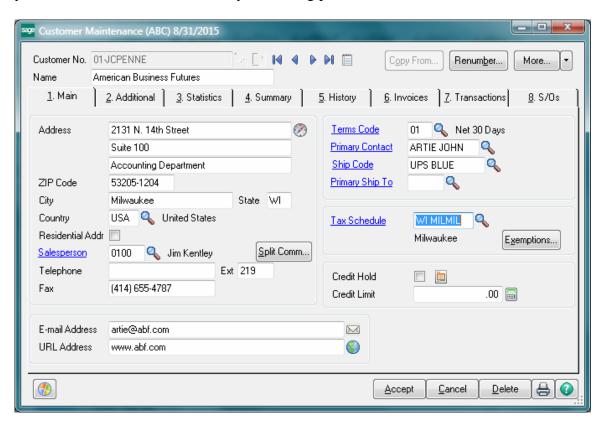


After selecting the Enable TSA check box, the Next ASN Number, UCC Qualifier, Company UCC Code, Package Indicator, Next UCC Carton Number and Next UCC Serial Number fields are become visible.

The **Export During Sales Journal Update?** option is intended to allow the Invoices automatically exported while running the **Daily Sales Report/Updates** program.

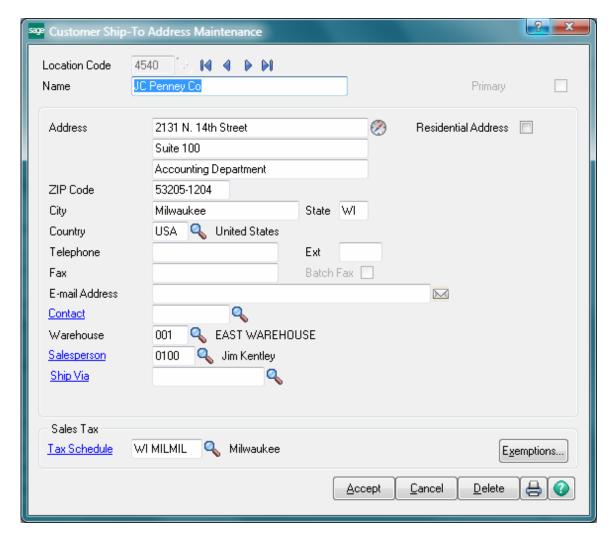
# Setting Up EDI Customers in MAS 90

Now, go to **A/R Customer Maintenance** and add or select your EDI customer, which will be your trading partner.

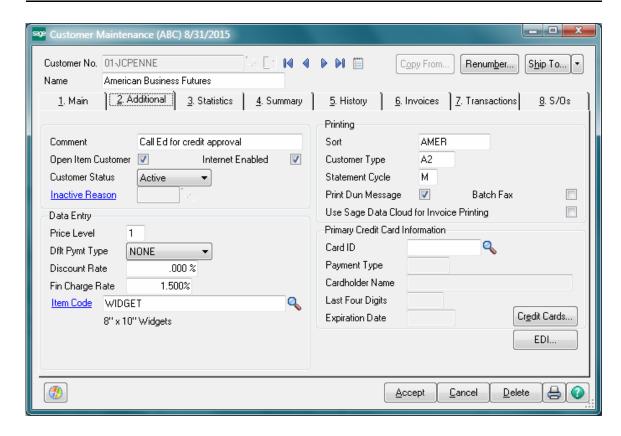


If you are adding the trading partner, you will need to enter all of the Ship-To Addresses for the trading partner. These typically are the store addresses and the distribution centers.

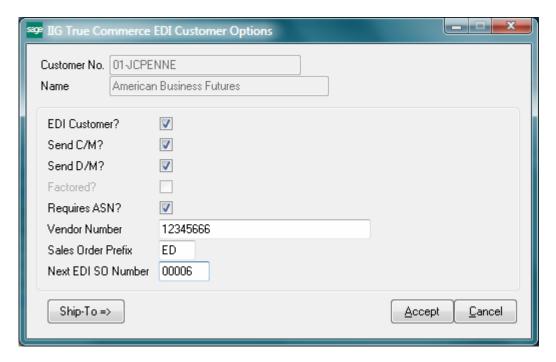
An example:



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**:



# True Commerce EDI/ASN Link 2015

**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</u>

trading partner specific.

**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

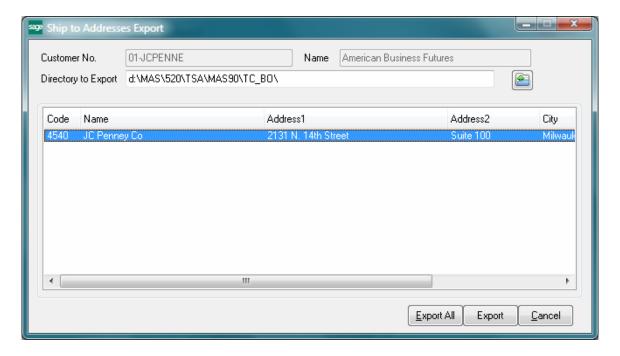
00001.

**Ship-To => Button** Click on this button to display the **Ship-To Addresses** 

Export screen.

**12** 

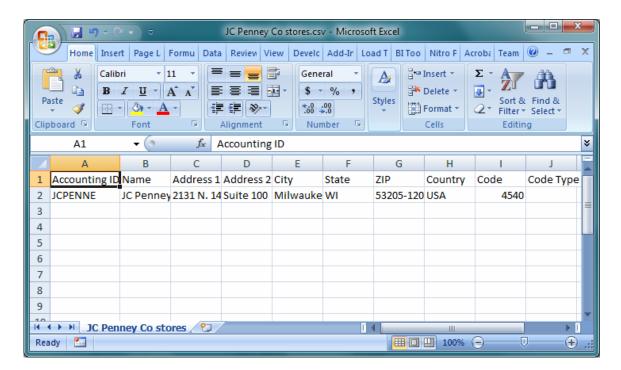
#### **Ship-To Addresses Export**



There are two ways to export. You may select a range of addresses (up to about 200) and click on the **Export** button. If you need to export more addresses 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 to Export** field. Here is an example of Ship To information exported to a .csv file:



If all Ship To codes are exported the export file name is formed as the "Customer Name" stores".

Once you have exported the Ship-To Addresses, click **OK**.

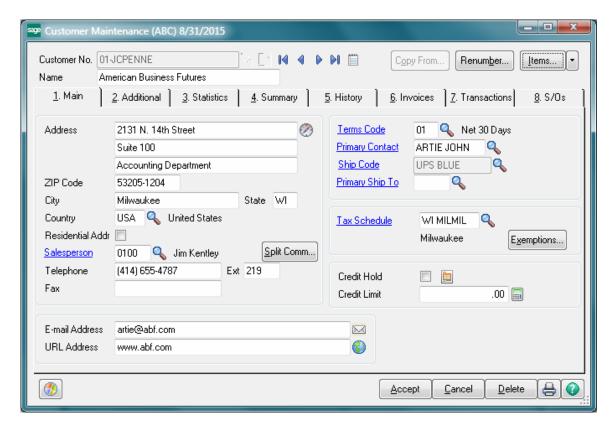
Then click **Accept** for the Customer information.

# **EDI Processing**

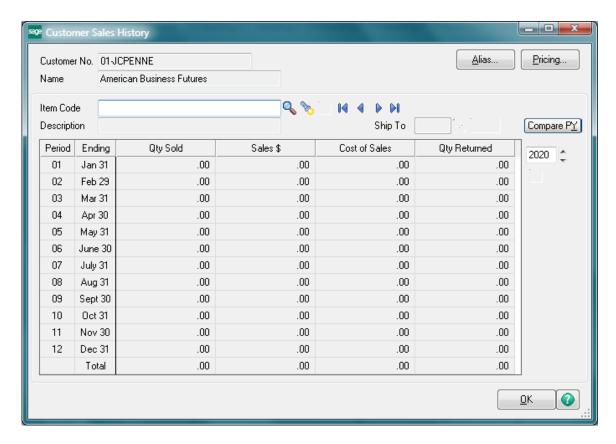
# **Exporting Items**

You can export the items for the selected customer.

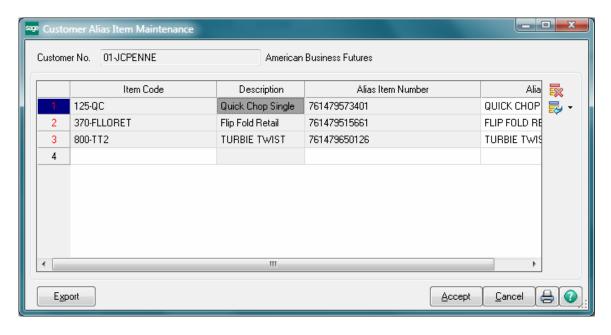
In the **Customer Maintenance** program, select the Customer:



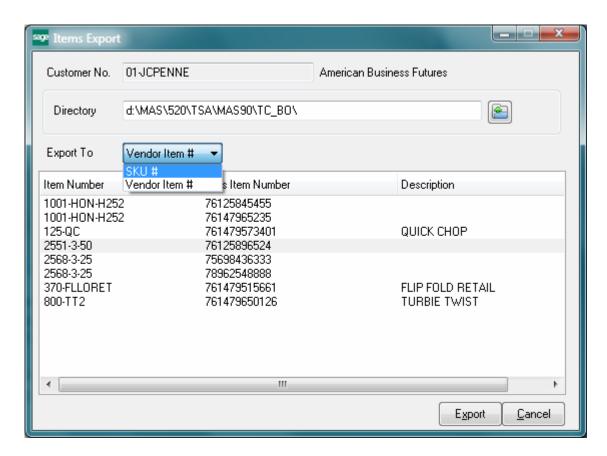
Click the **Items...** menu button located on the header of the screen.



On the Customer Sales History screen, click the Alias... button:



Enter Item Aliases that will be used in the True Commerce, 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**.

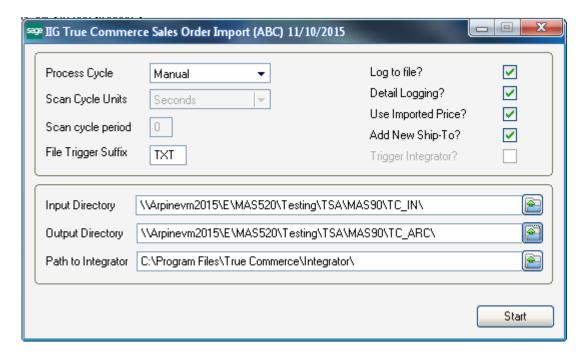
From the **Export To** drop-down list, select **Vendor Item** # or **SKU** #, which designates, how the alias will be used in the True Commerce Integrator.

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

### Importing Orders into 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

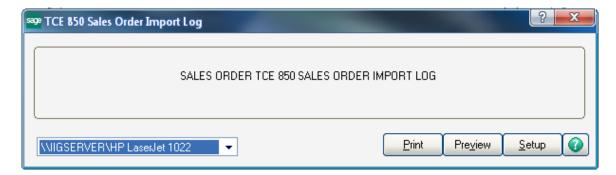
box will be disabled.

**Start** button Begin scanning the input directory.

**Note:** 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.

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



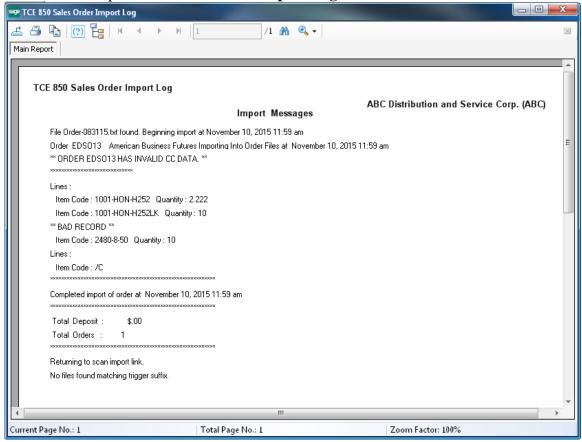
**Print** Prints the log.

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

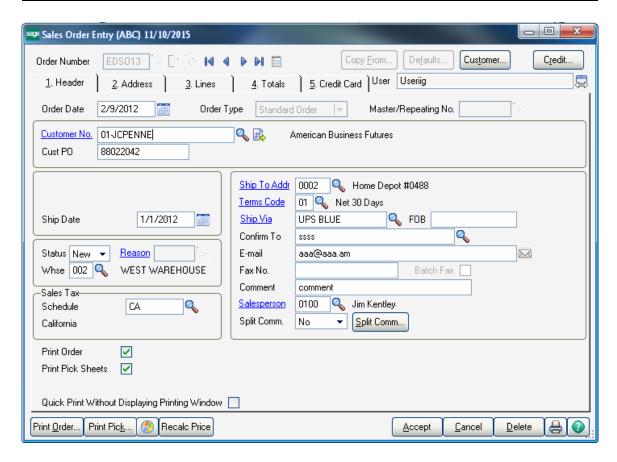
**Printer Setup** Allows user to change the printer to print to, including deferred

print.

Here is an example of the **Sales Order Import Log**:



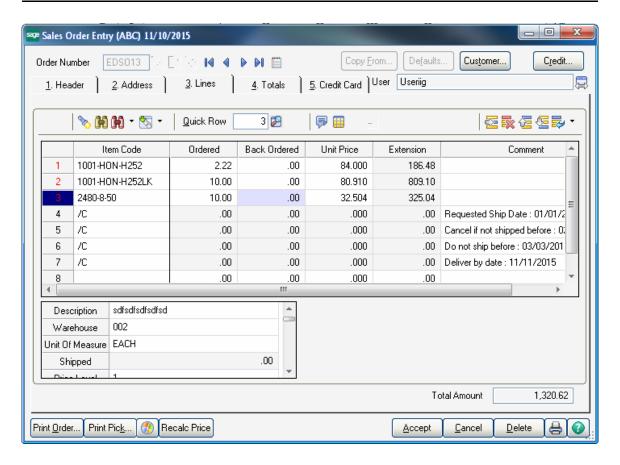
And here is the imported Order:



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.

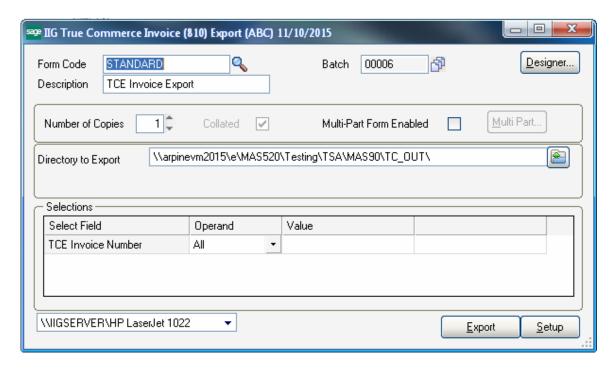
Here are the items:



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**.



**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.

**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.

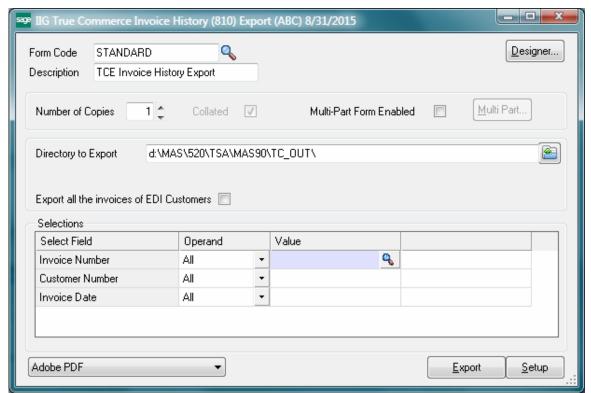
Click on the **Export** button to begin the export.



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.

If the **Export all the invoices of EDI Customers** flag is checked in the **True Commerce Invoice History Export** program, all the invoices of the EDI customer will be exported regardless those are EDI invoices or not.

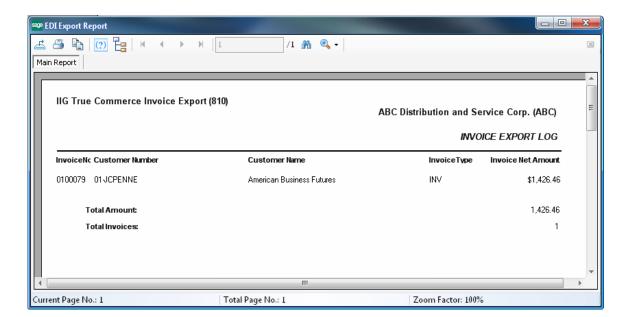


The Invoices can be exported automatically during the Daily Sales Reports/Updates if the **Export During Sales Journal Update?** checkbox is selected in the **EDI Options** screen.

The following message is appeared allowing the user to print/preview the EDI Export Report for the Invoices being exported.



Selecting Yes will print the report at once exporting it to the specified directory.

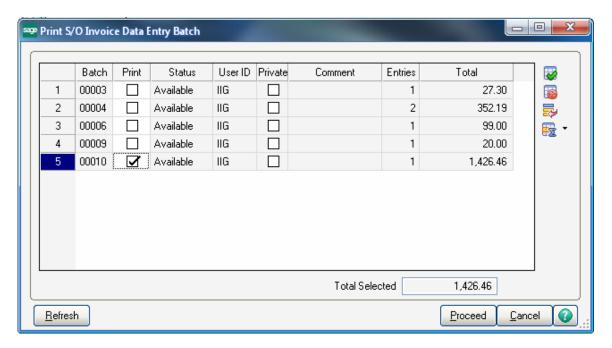


# **ASN Processing (Advance Ship Notice)**

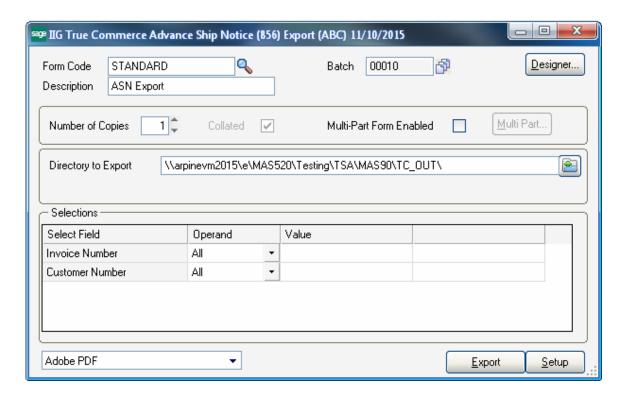
### IIG True Commerce ASN (856) Export

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**.



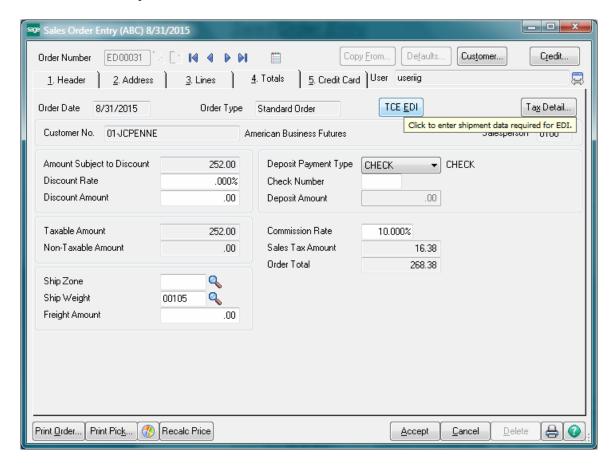
Click the **Proceed** button to continue.



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

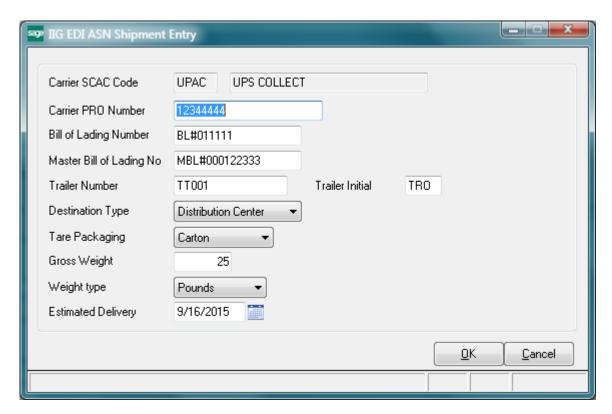
### Sales Order Entry

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

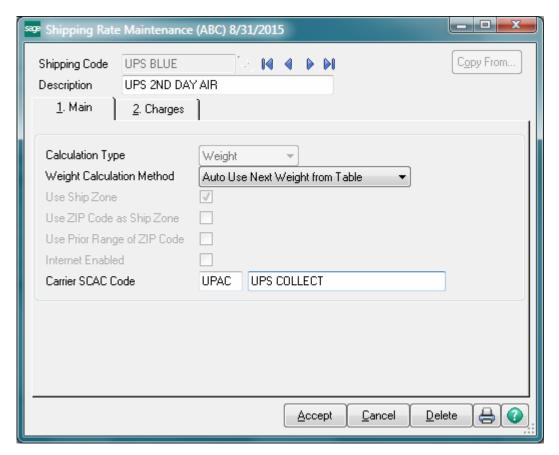


Note: The TCE EDI button will not be visible if the Enable TSA check box is not selected in IIG True Commerce EDI Options.

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



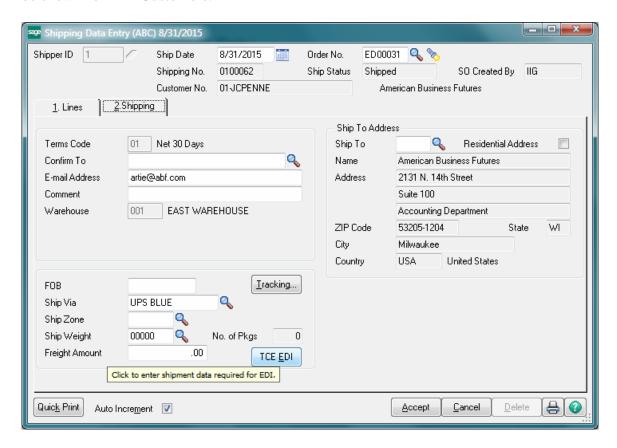
The Carrier SCAC Code is the Standard Carrier Alpha Code for the Carrier set in the Shipping Rate Maintenance.



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

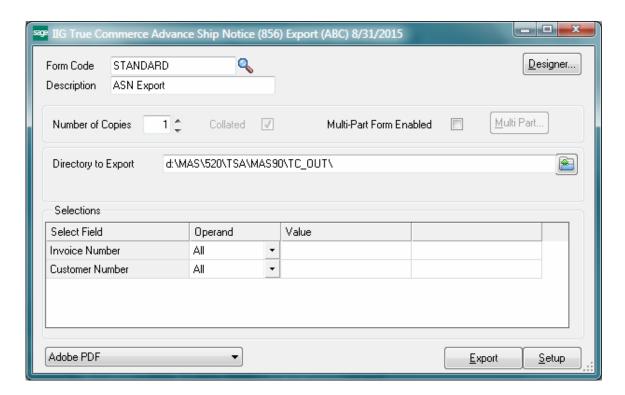
# Shipping Data Entry

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



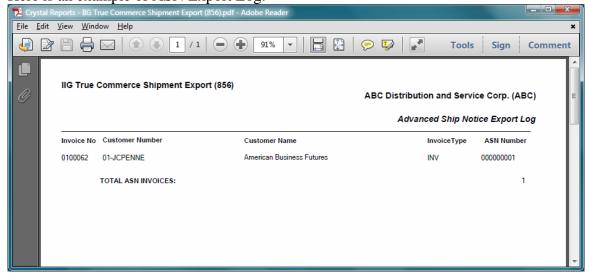
Note: The TCE EDI button will not be visible if the Enable TSA check box is not selected in IIG True Commerce EDI Options.

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.

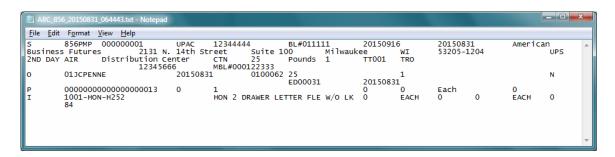


Select the **810/856 Export Directory** that is the directory where the **Advance Ship Notice** (**856**) will be exported and **Proceed.** 

Here is an example of ASN Export Log:



The here is an example of ASN export file created in the selected folder:

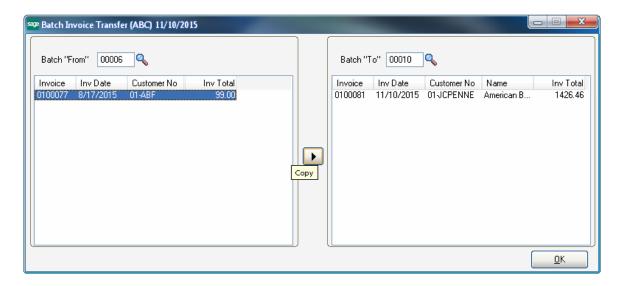


Once Shipment Notification is exported for a shipment the user is not allowed to select the Order in the Shipping Data Entry:



# **Batch Invoice Transfer Utility**

The Batch Invoice Transfer Utility program has been added under Sales Order Main menu to allow moving an Invoice from one batch to another.



Select a line in the left grid then click the **Copy** button to move it to the right one.

# **Glossary**

Invoice document. Your billing to the trading partner.Catalog document. Required by some trading partners, this

is an electronic catalog of what you have to sell.

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.

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** 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.