True Commerce EDI/ASN Link
For Sage 100 ERP 2014

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REQUIREMENTS

- ***MAS 90 (IIG).BSP version 0008 or above (supplied by True Commerce).***
- ***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.***
- ***Workstation hosting the Integrator must have a mapped drive to the MAS 90 folder.***

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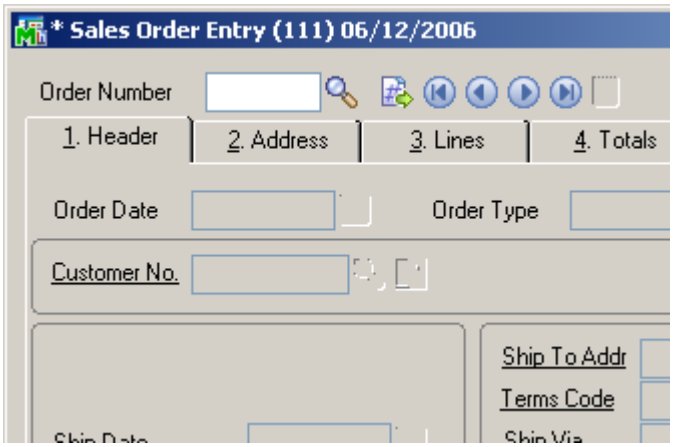
Installation Instructions and Cautions

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

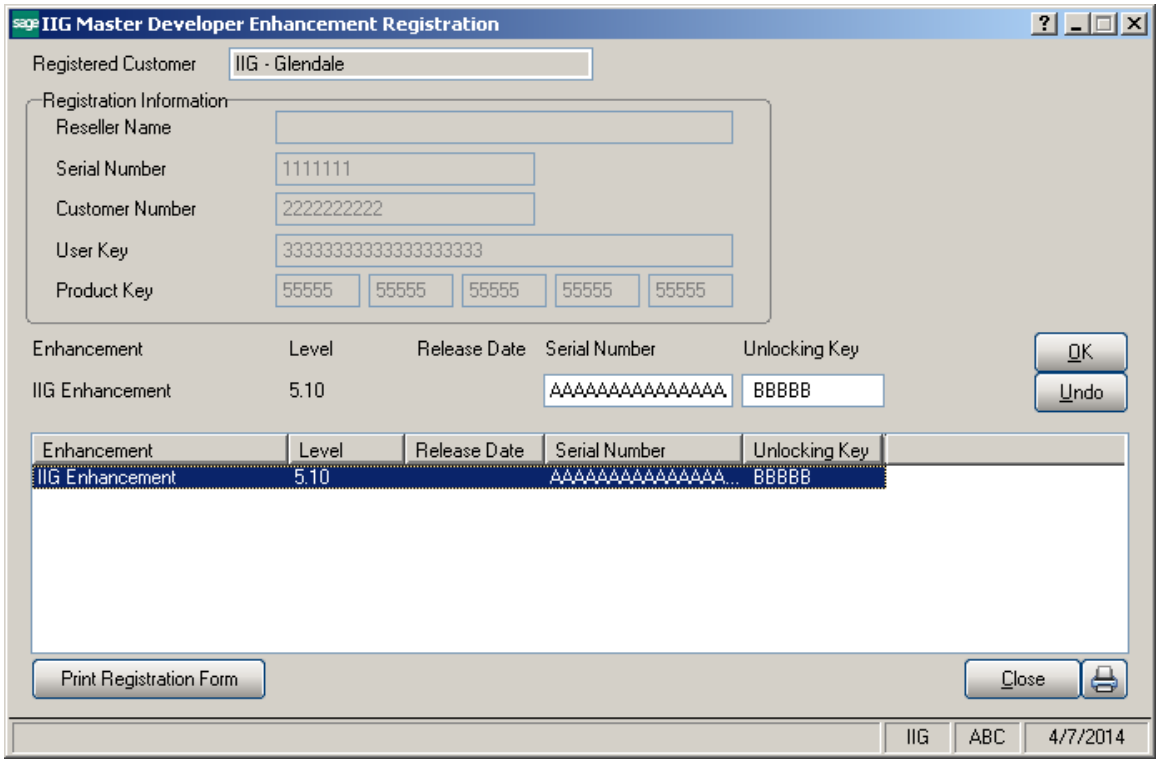
Follow all the instructions on this page before you run **Customizer Update**!

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 ERP.

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**.

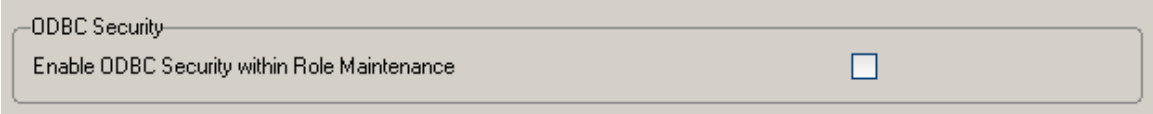


Enter **Serial Number** and **Unlocking Key** provided by IIG, and click **OK**.

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.

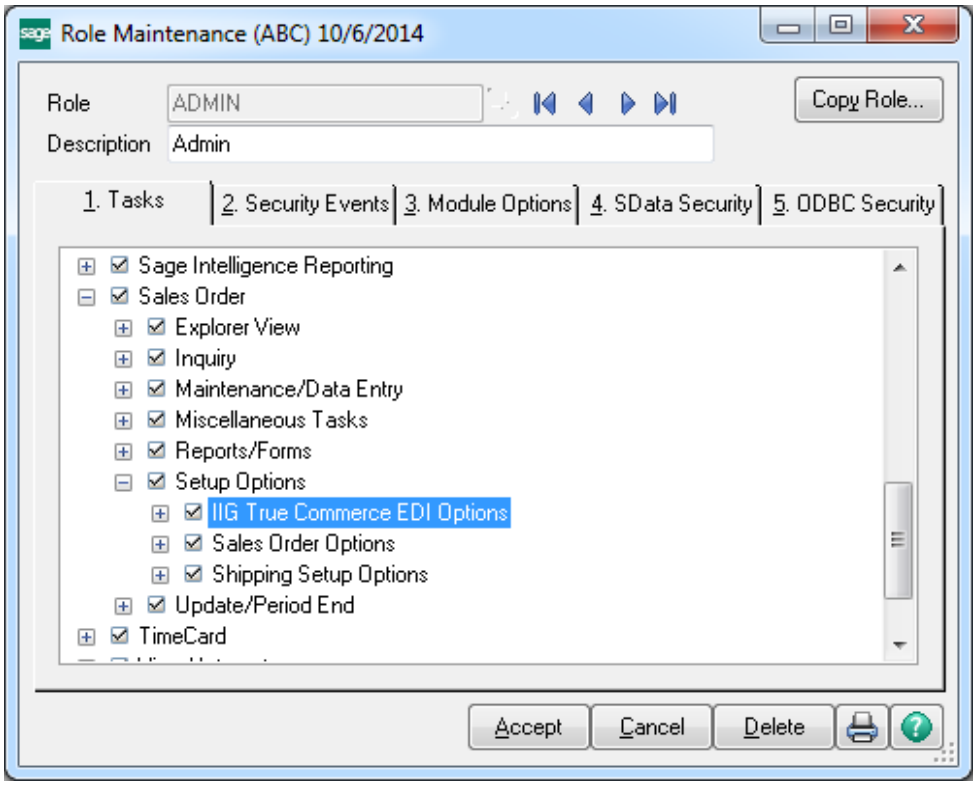
ODBC Security

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.



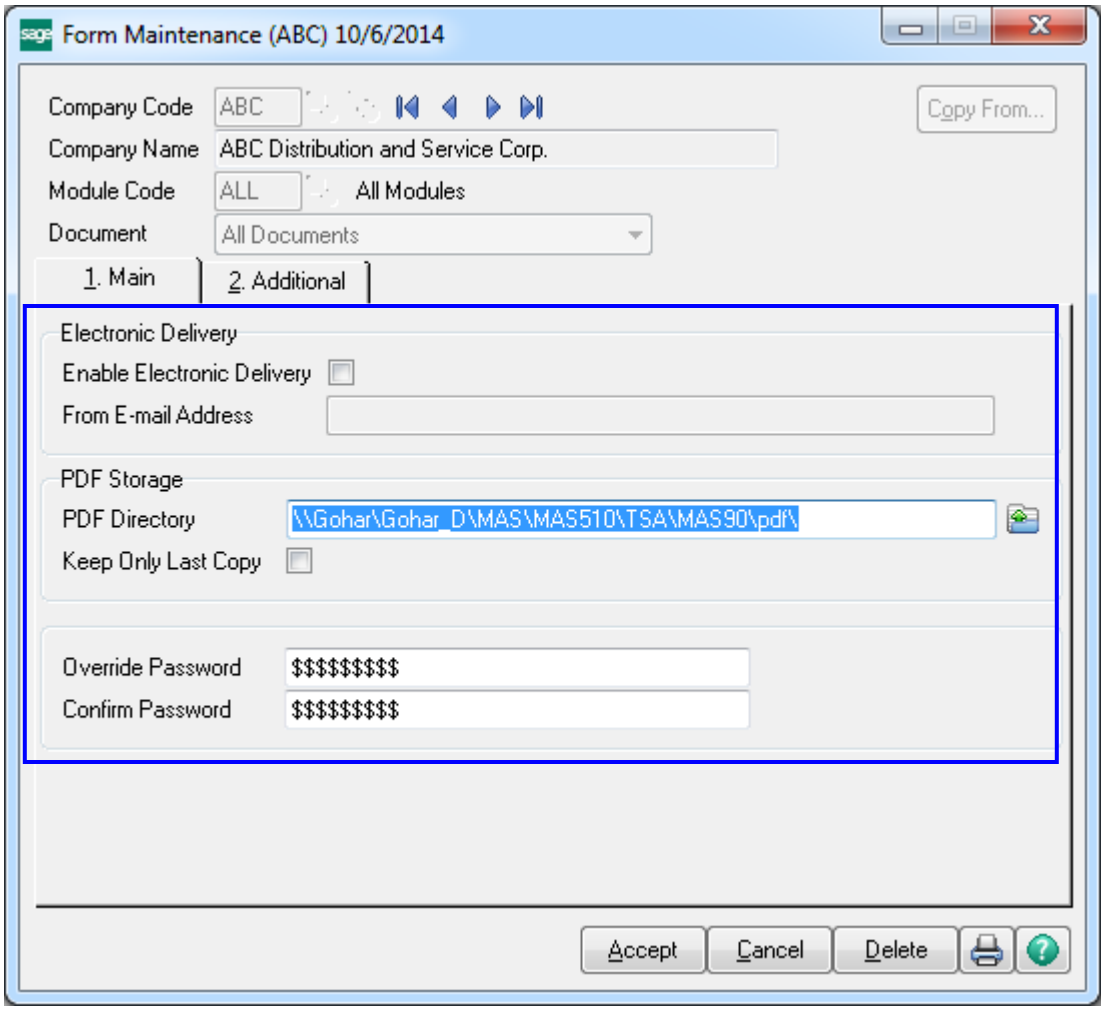
Role Maintenance

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



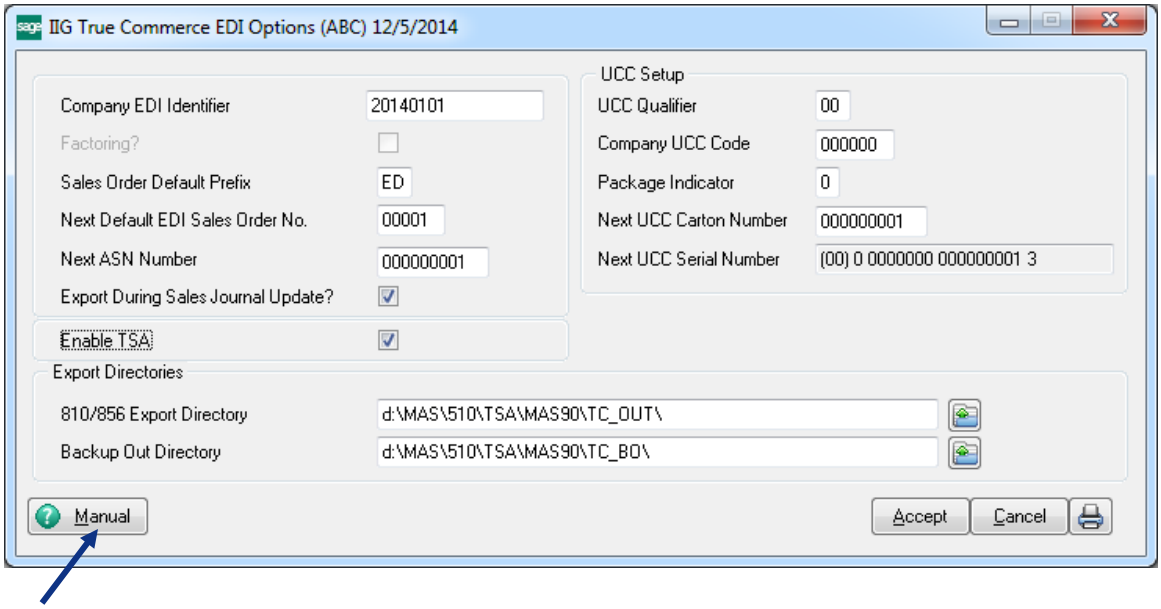
Setup

*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 allows for viewing 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.

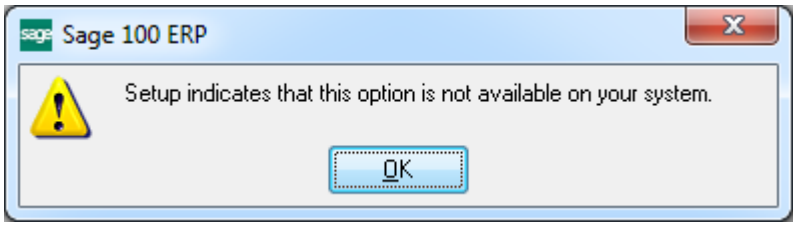
810/856 Export Directory: This is the directory, on the **MAS 90** Server that the invoices will be exported to for the **True Commerce Integrator** to import from. The default directory used will be the TC_OUT directory.

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 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.

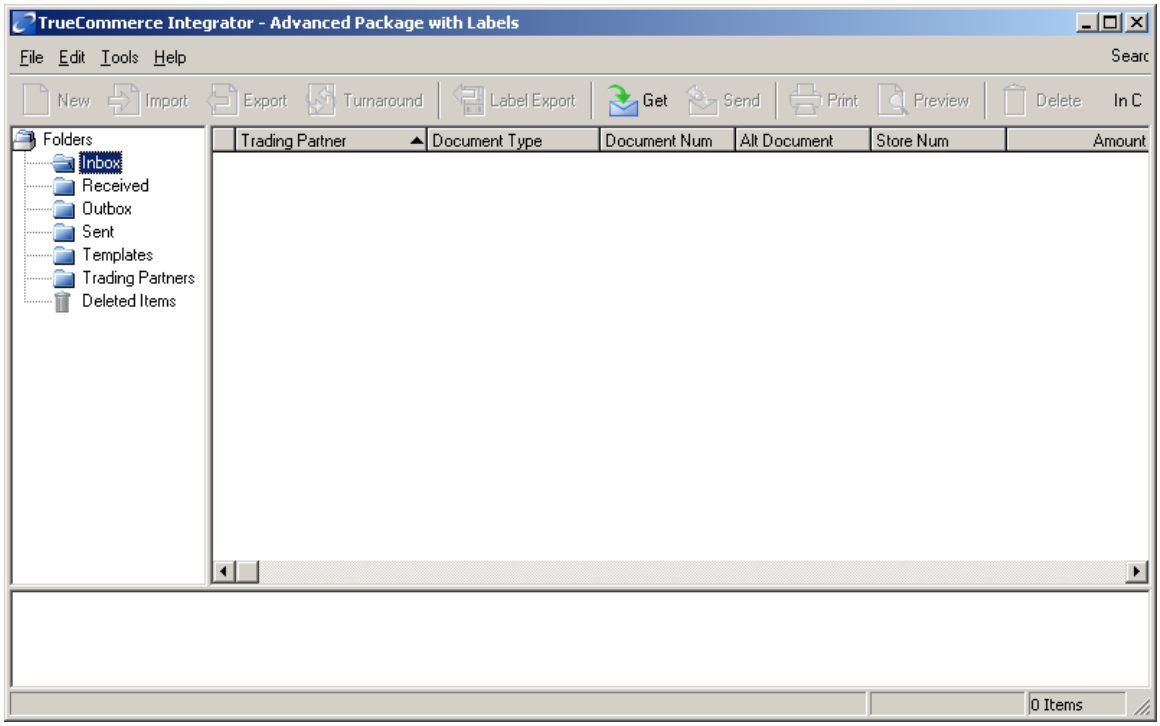


After selecting the Enable TSA check box, the Next ASN Number, UCC Qualifier, Company UCC Code, Package Indicator, Next UCC Carton Number and Next UCC Serial Number fields are become visible.

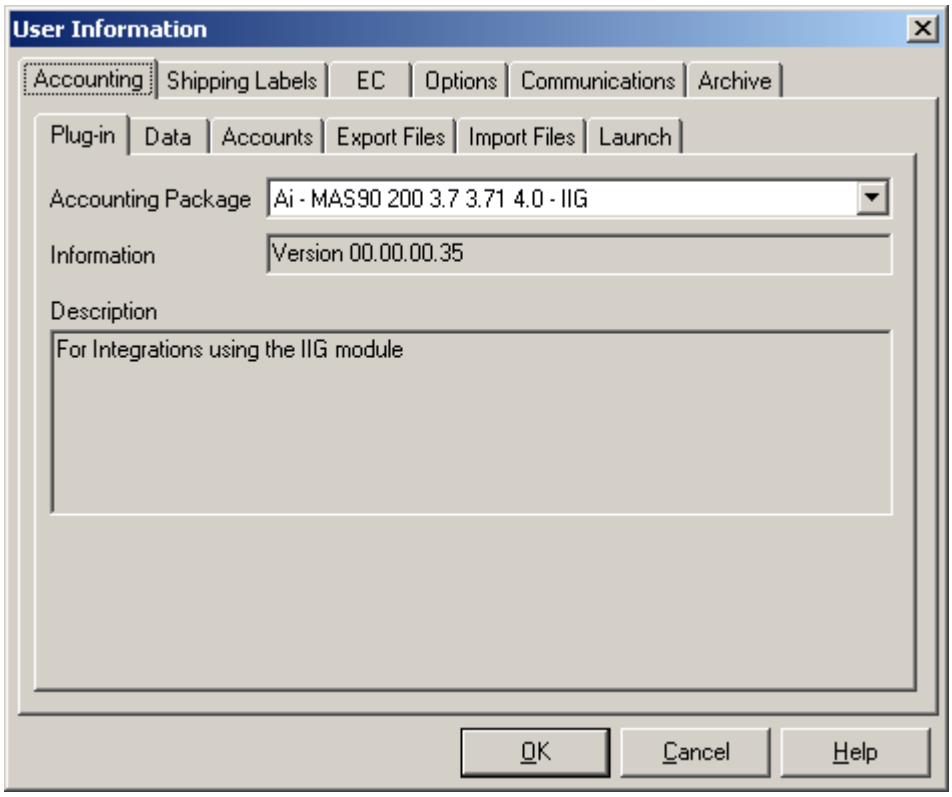
The **Export During Sales Journal Update?** option is intended to allow the Invoices automatically exported while running the **Daily Sales Report/Updates** program.

Setting Up True Commerce for EDI Maestro

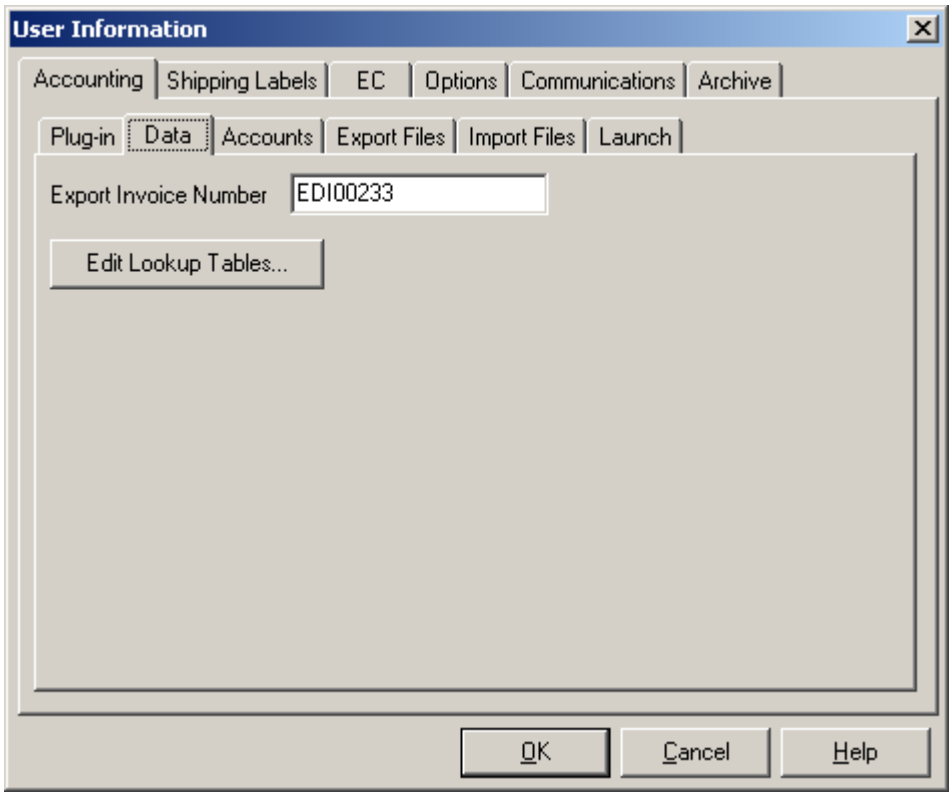
Start **True Commerce Integrator:**



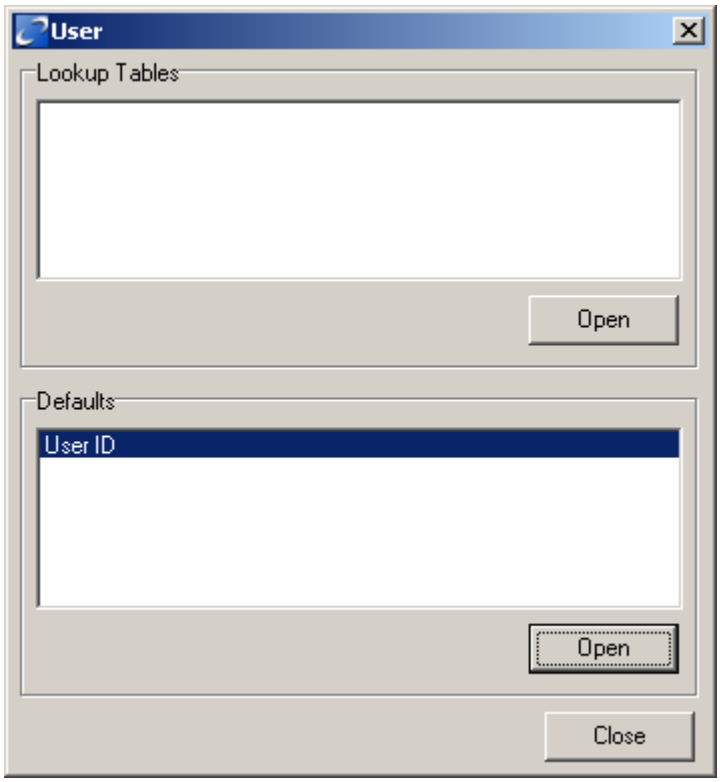
Select **File**, then **User Information**.



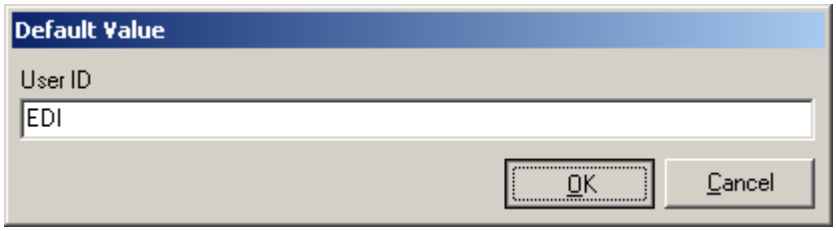
On the **Plug-in** tab, verify that the Accounting Package is **MAS90 (IIG)**.
Next, select the **Data** tab:



Click on the **Edit Lookup Tables**… button.



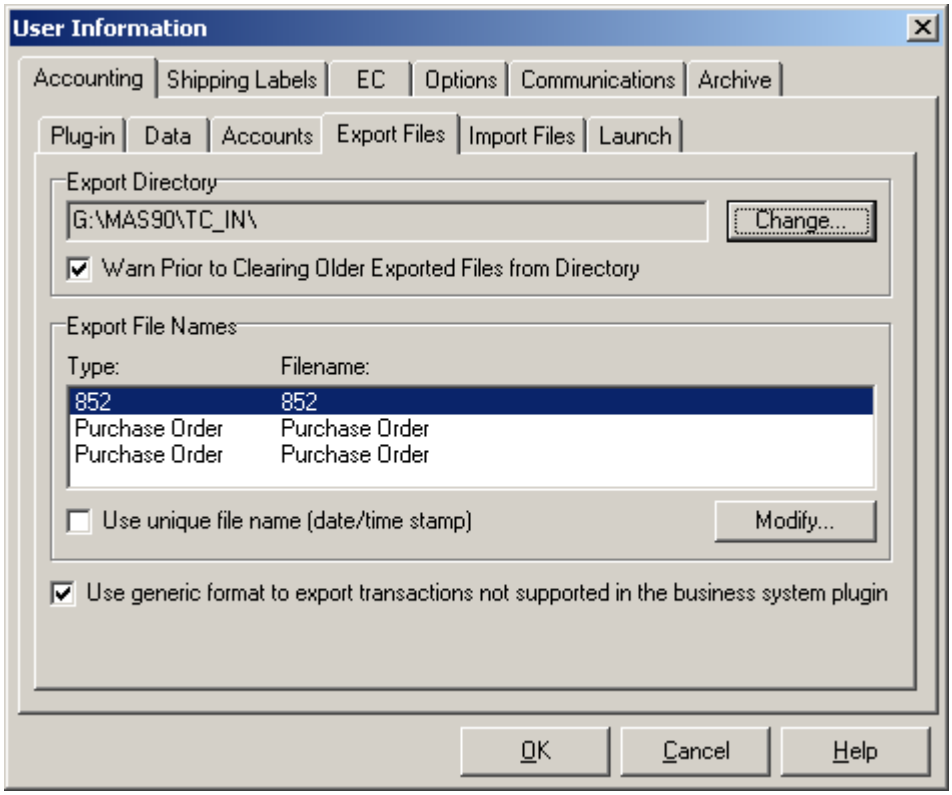
Select **User ID** and click the **Open** button.



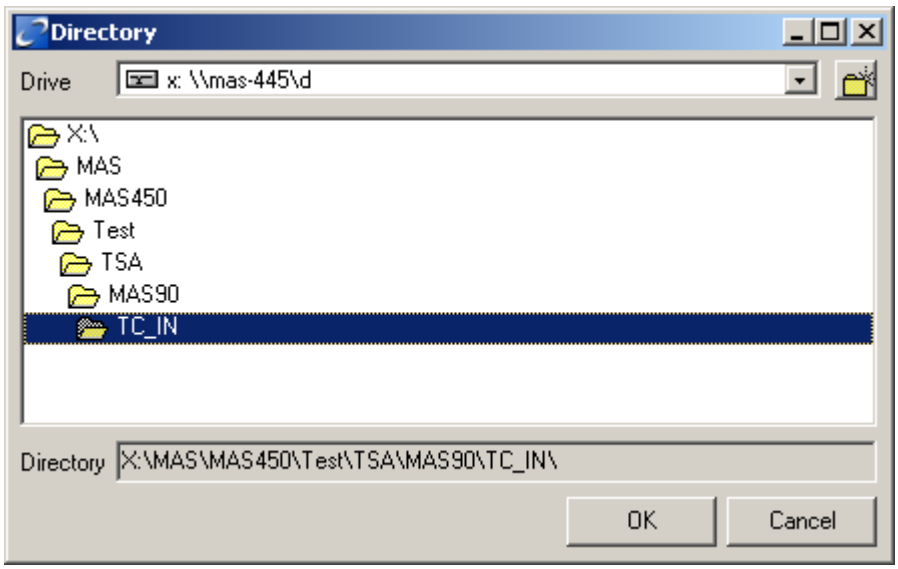
Enter the user ID used for importing. We suggest either TCE or EDI.

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

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



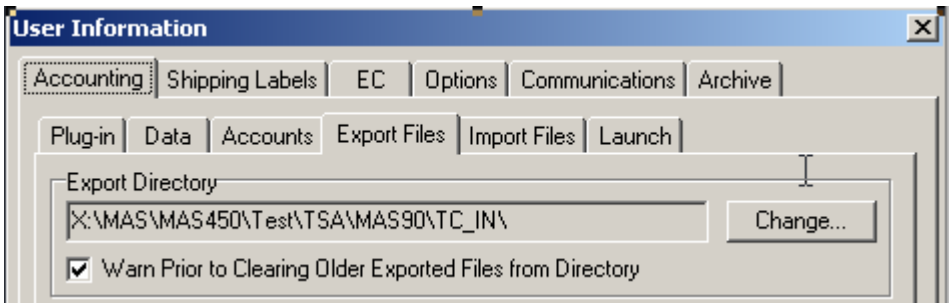
Click on the **Change…** button to modify the export path for Integrator.



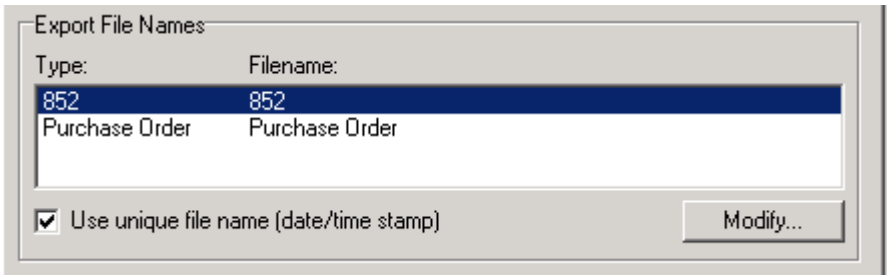
Select the TC_IN folder under the MAS90 folder, on the MAS 90 server. This means that the True Commerce

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.

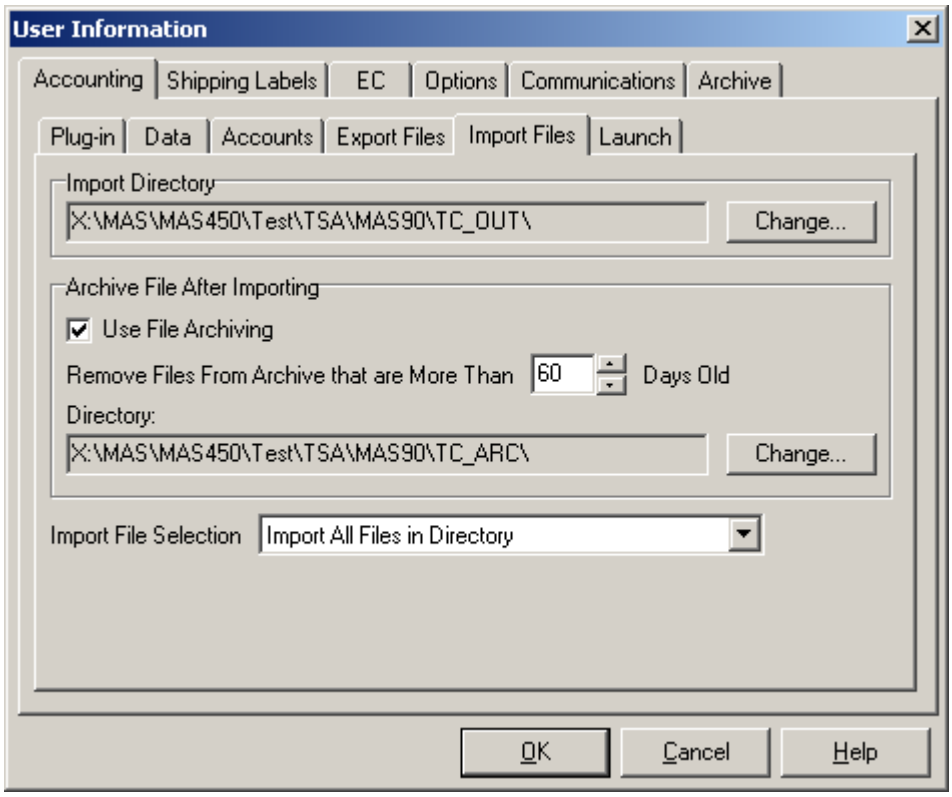


Next, check the **Warn Prior to Clearing Older Exported Files from Directory** box.



Next, check the **Use unique file name (date/time stamp)** box.

Then go to 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 (in the **Archive File After Importing** section) 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.

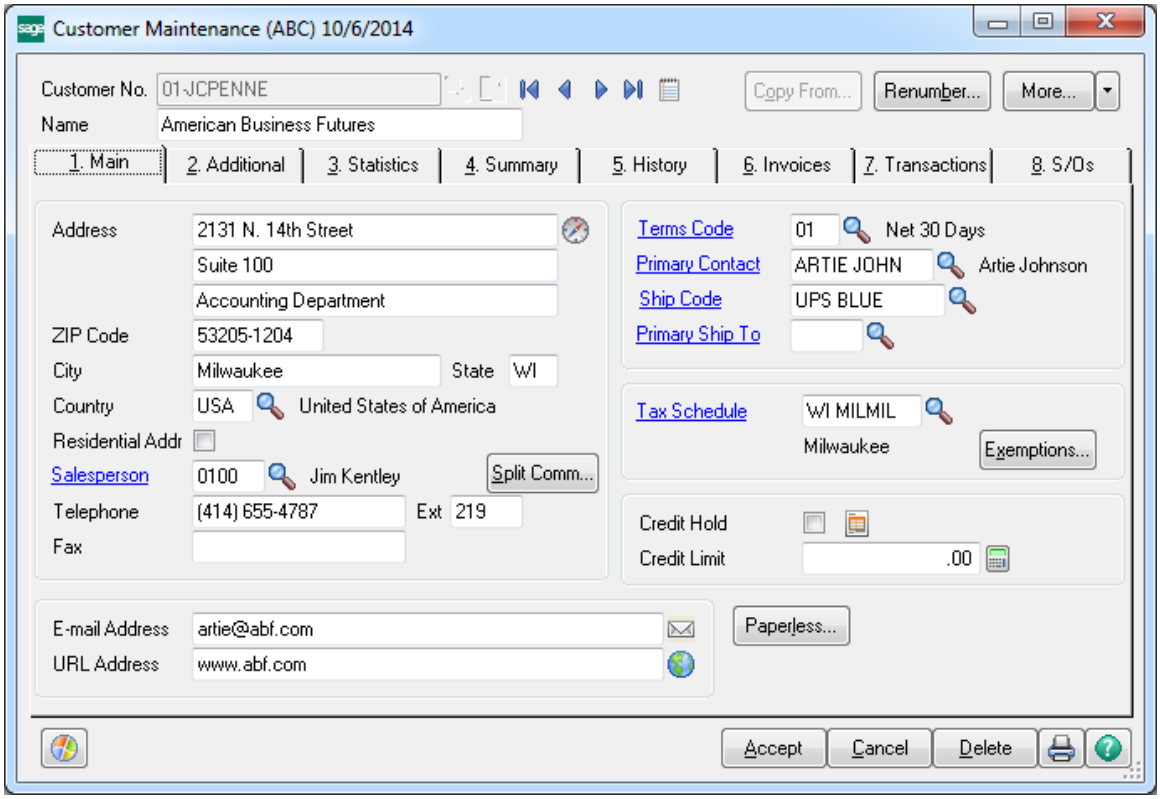
Click on the **OK** button to save these settings.

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

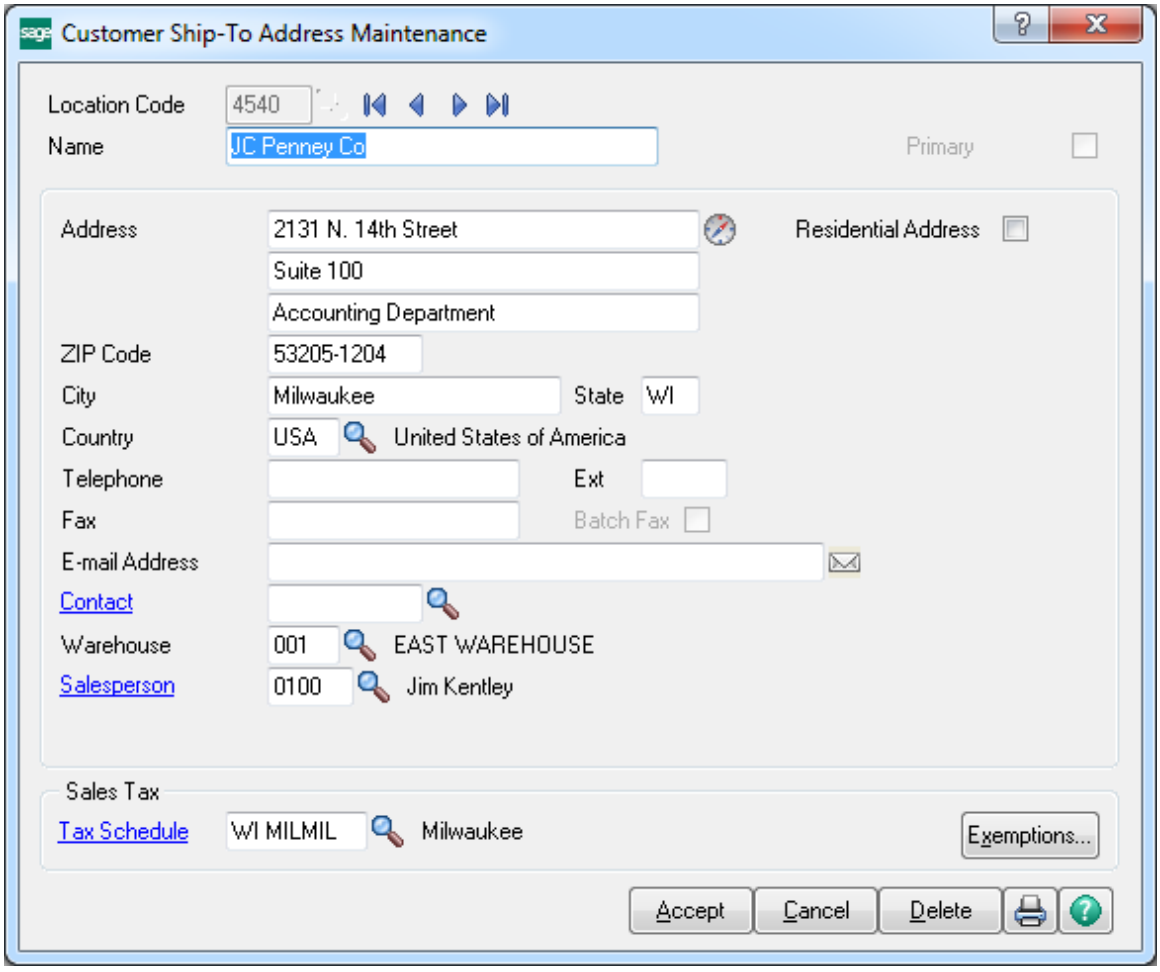
Setting Up EDI Customers in MAS 90

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

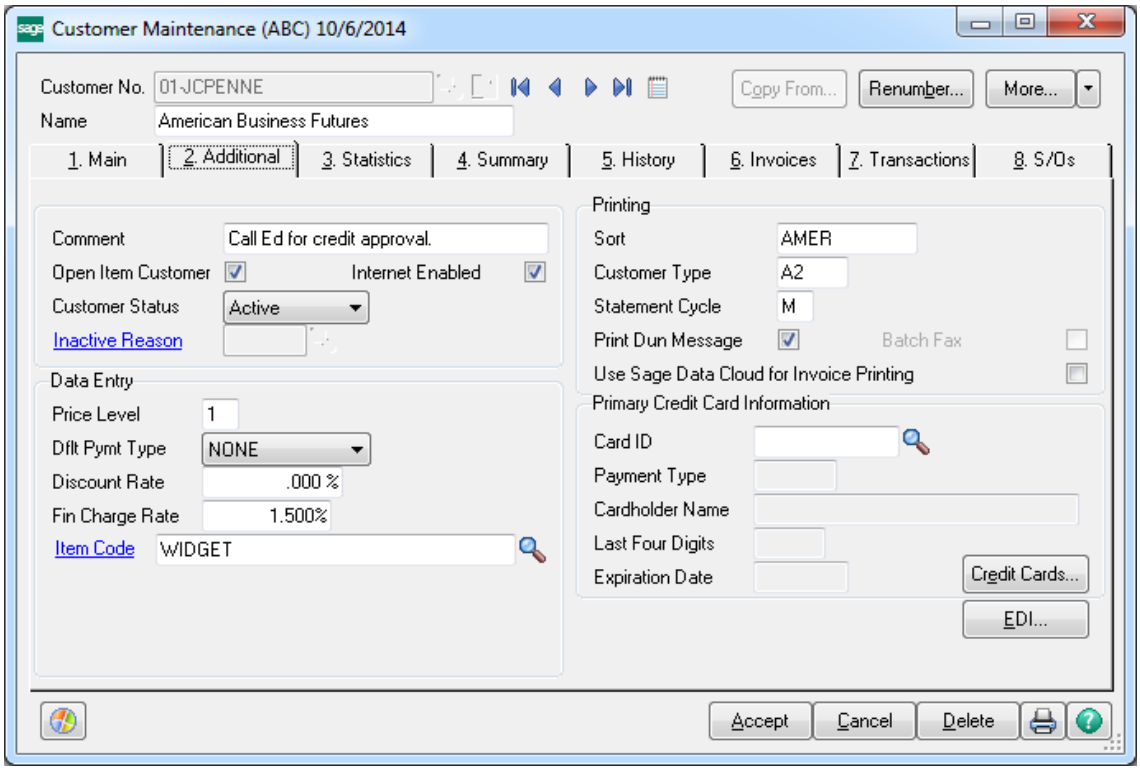


If you are adding the trading partner, you will need to enter all of the Ship-To Addresses for the trading partner. These typically are the store addresses and the distribution centers.

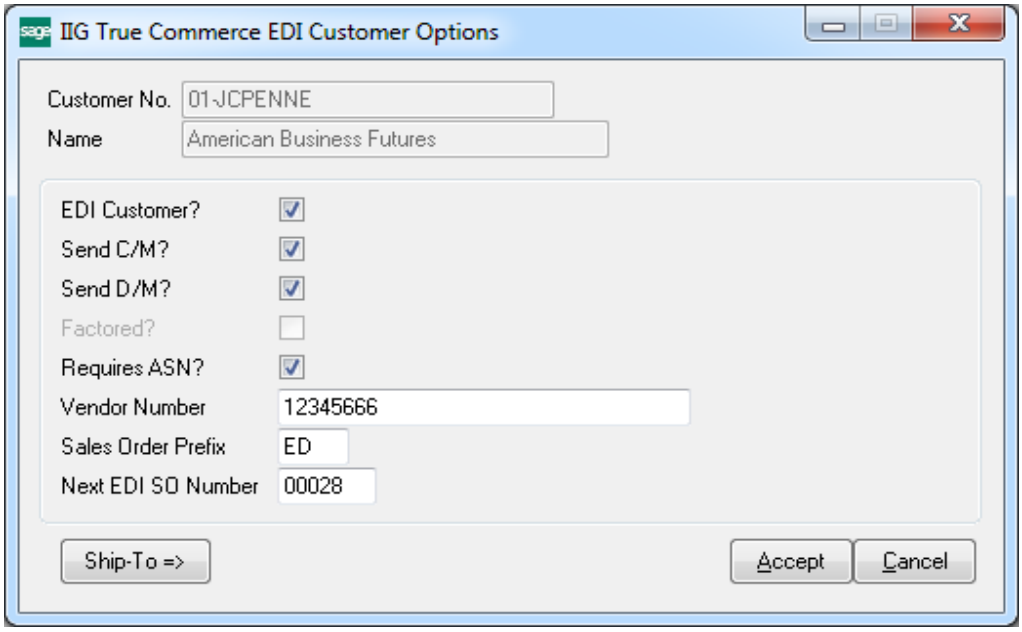
An example:



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



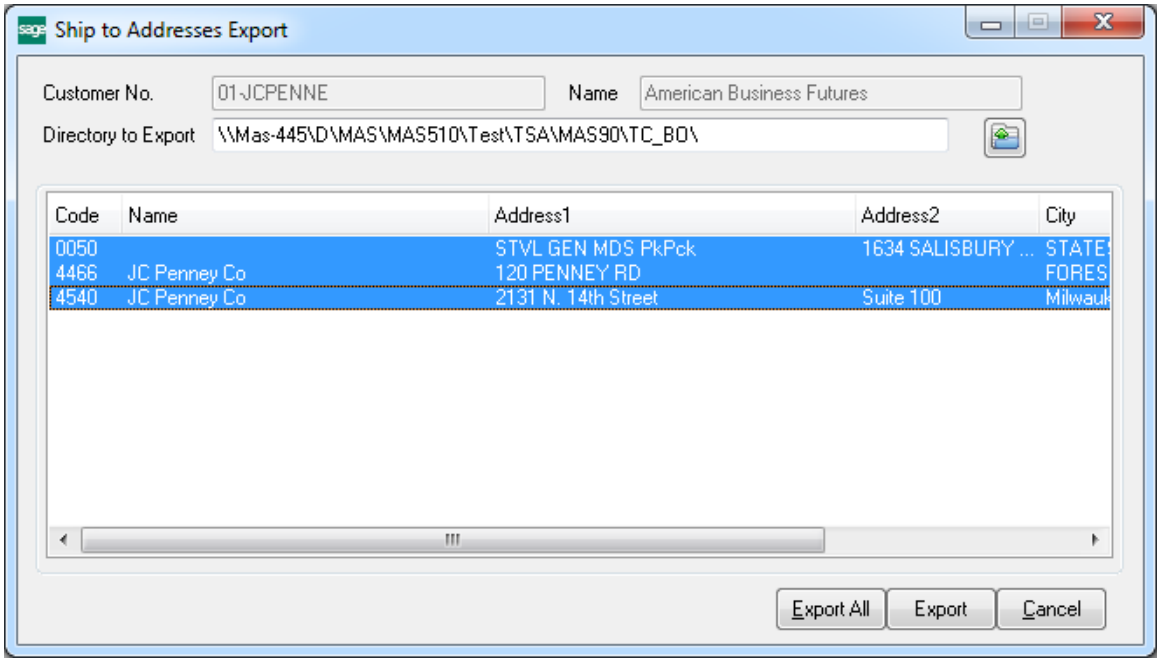
Click the **EDI** button to access the **IIG True Commerce EDI Customer Options**:



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

Send C/M?	Check to send credit memos. Please note that this is 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.

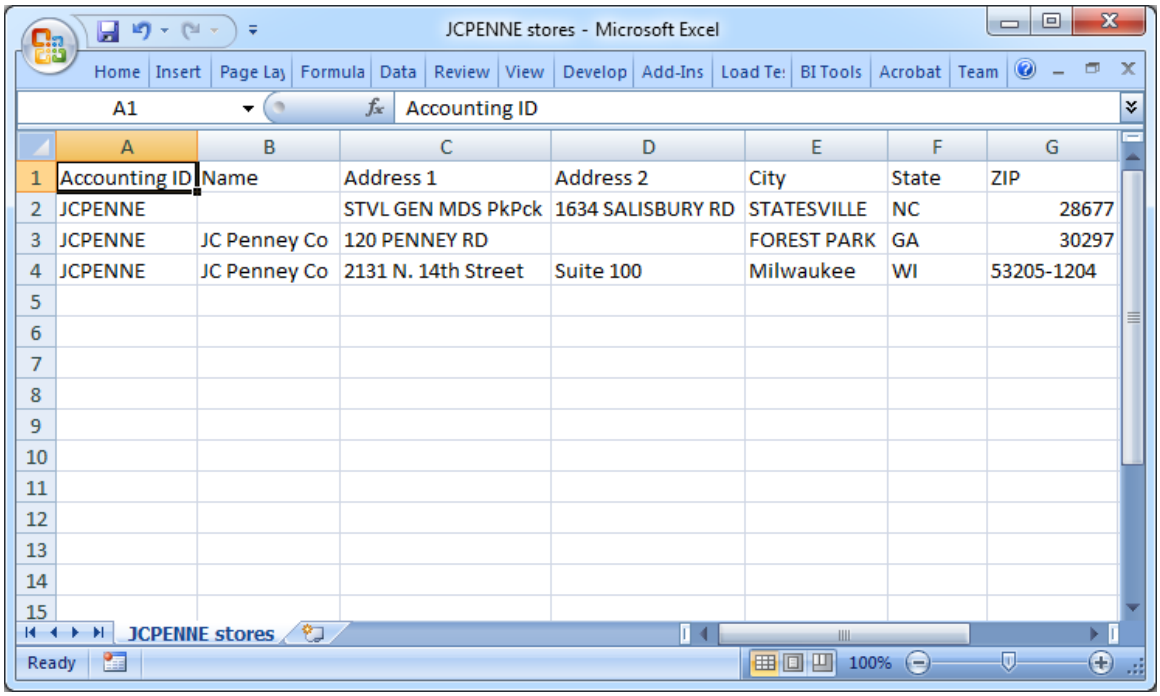
Ship-To Addresses Export



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:



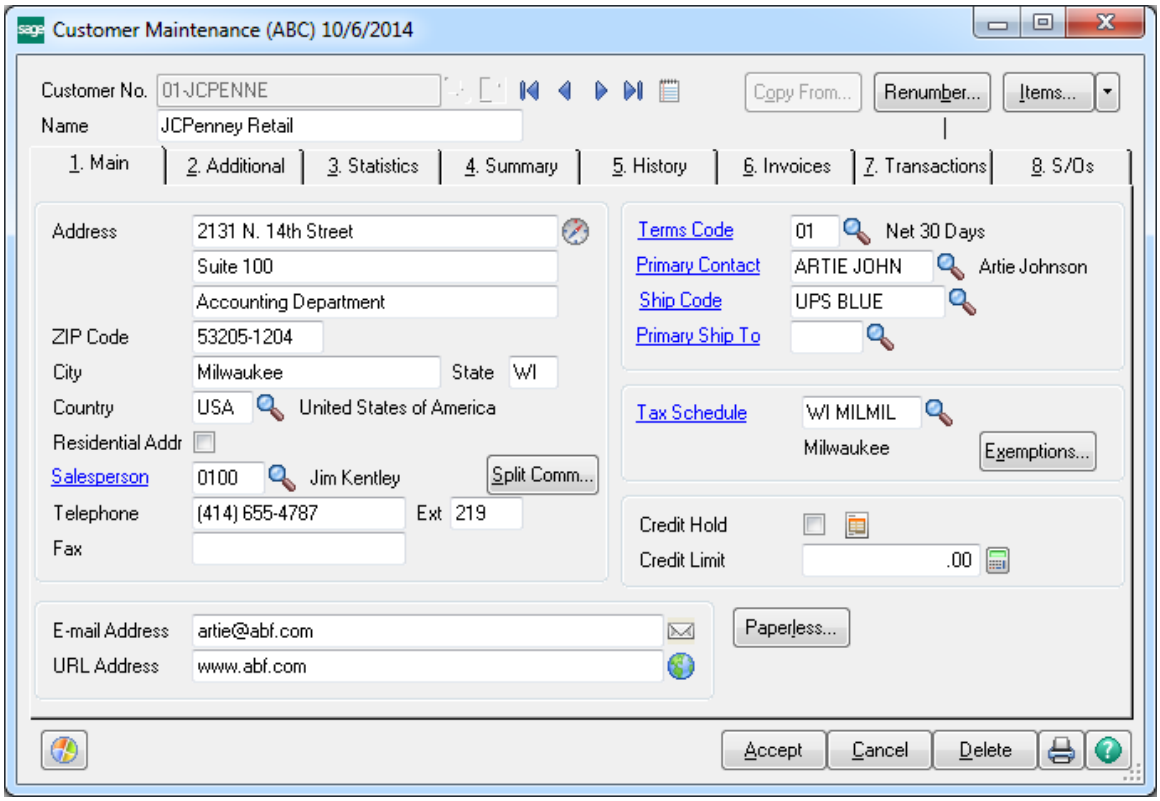
If all Ship To codes are exported the export file name is formed as the “Customer Name” stores”.
Once you have exported the Ship-To Addresses, click **OK**.
Then click **Accept** for the Customer information.

EDI Processing

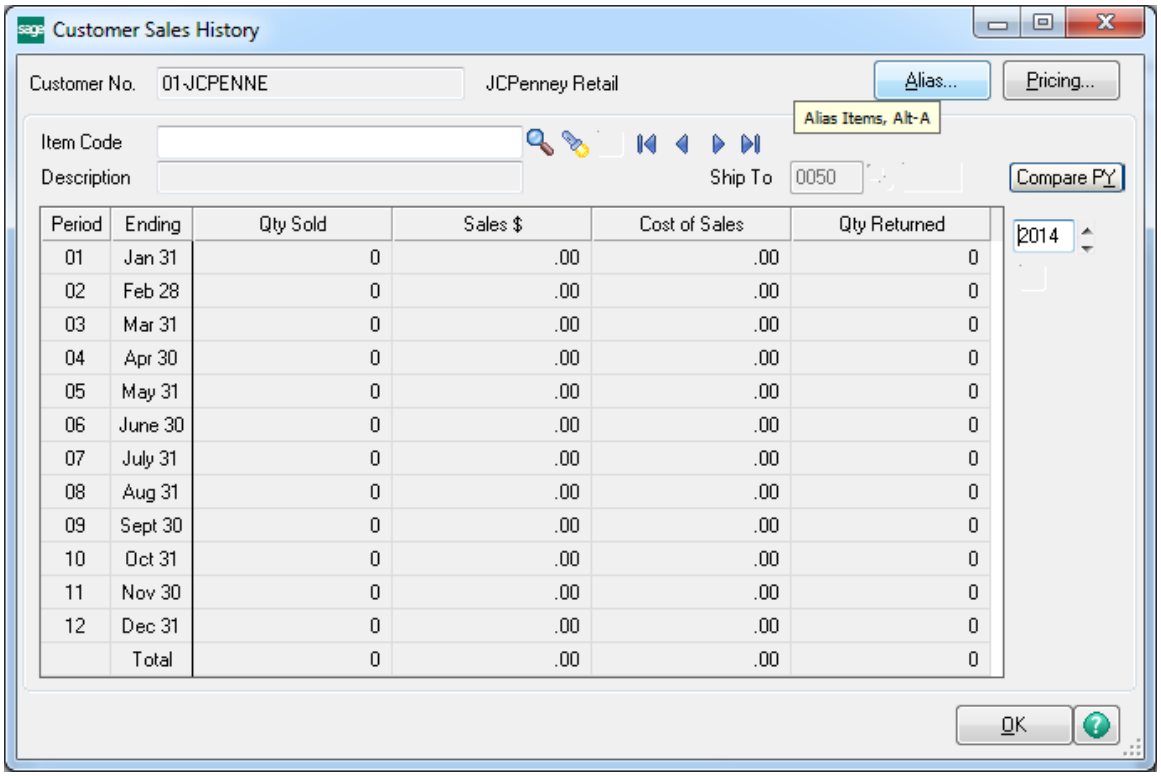
Exporting Items for Integrator

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:

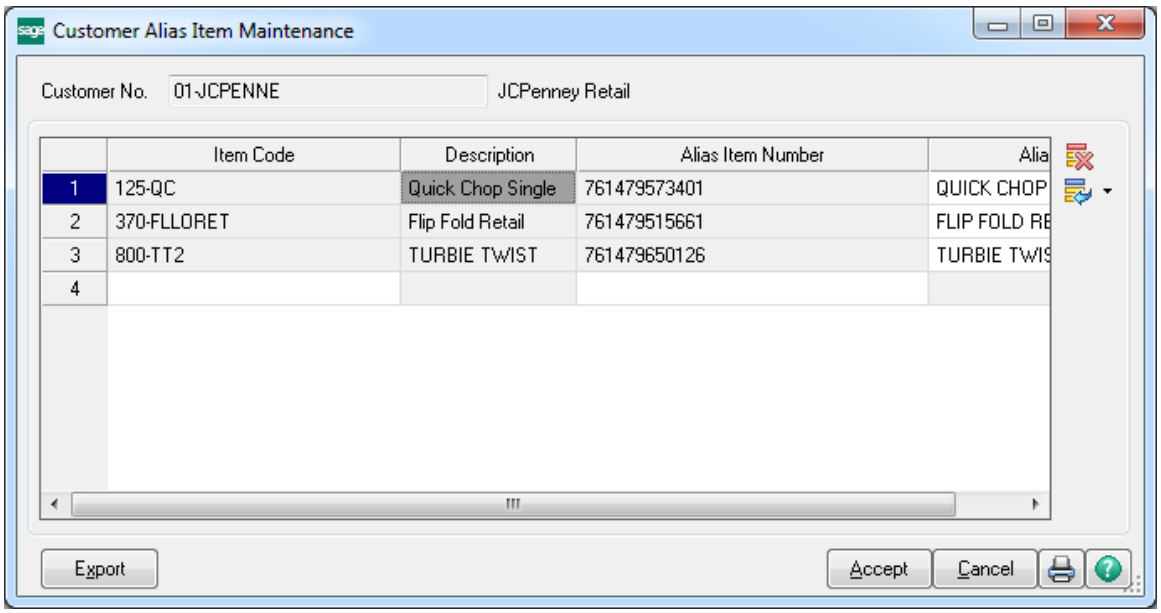


Click the **Items…** menu button located on the header of the screen.



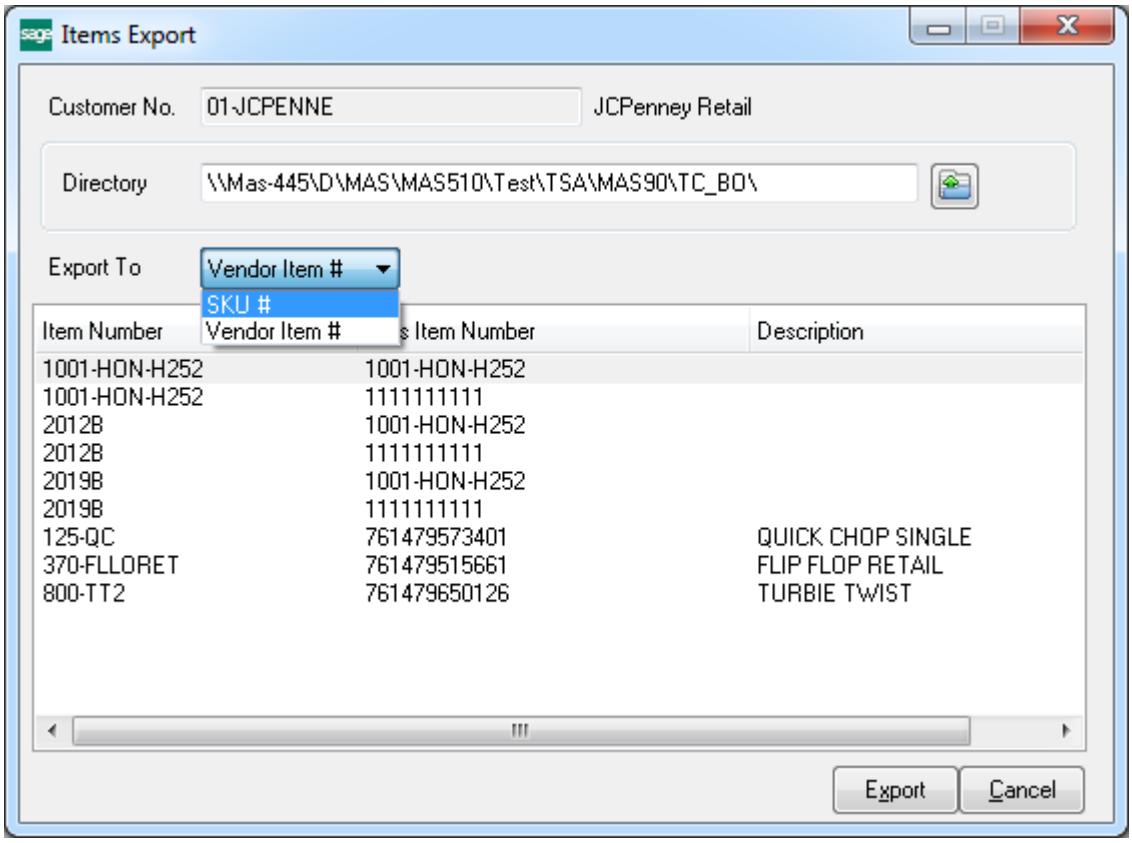
Period	Ending	Qty Sold	Sales $	Cost of Sales	Qty Returned
01	Jan 31	0	.00	.00	0
02	Feb 28	0	.00	.00	0
03	Mar 31	0	.00	.00	0
04	Apr 30	0	.00	.00	0
05	May 31	0	.00	.00	0
06	June 30	0	.00	.00	0
07	July 31	0	.00	.00	0
08	Aug 31	0	.00	.00	0
09	Sept 30	0	.00	.00	0
10	Oct 31	0	.00	.00	0
11	Nov 30	0	.00	.00	0
12	Dec 31	0	.00	.00	0
	Total	0	.00	.00	0

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



	Item Code	Description	Alias Item Number	Alia
1	125-QC	Quick Chop Single	761479573401	QUICK CHOP
2	370-FLLORET	Flip Fold Retail	761479515661	FLIP FOLD RE
3	800-TT2	TURBIE TWIST	761479650126	TURBIE TWIS
4				

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



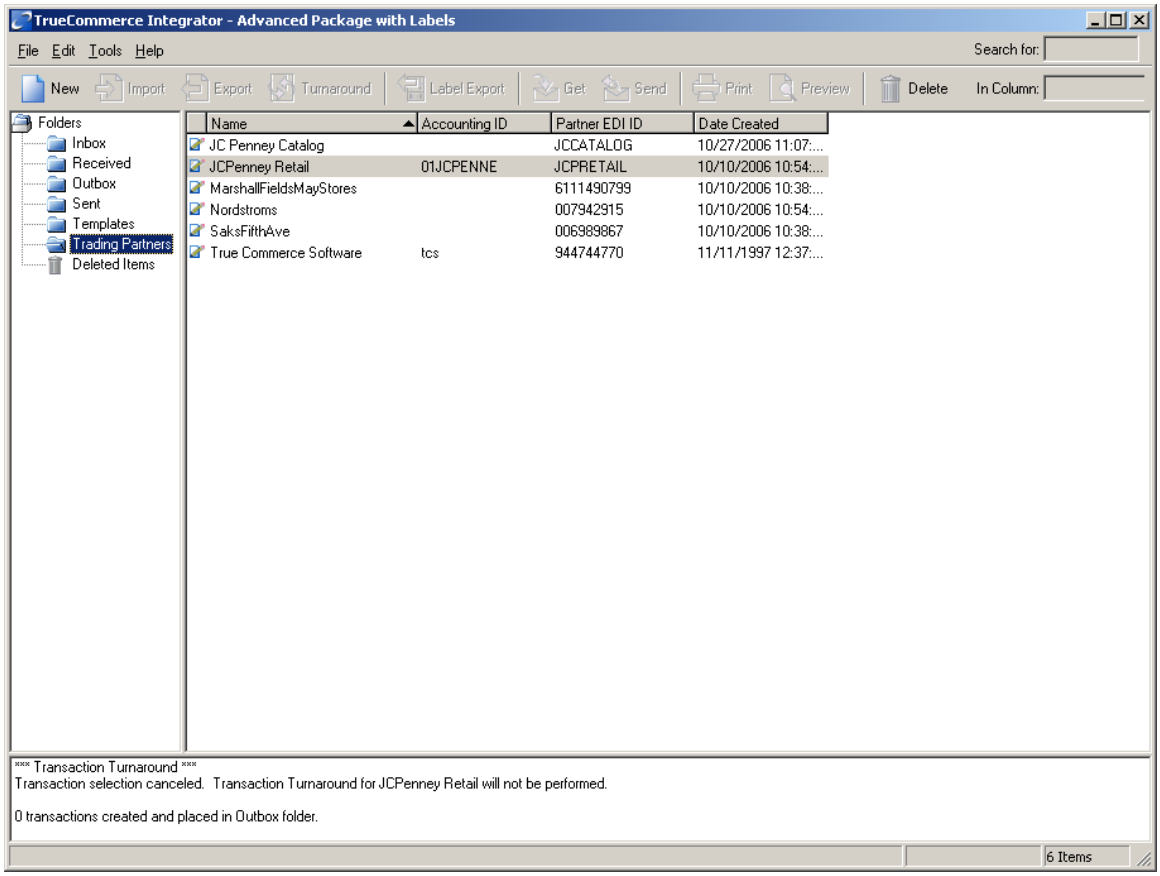
You can select the **Directory** or use the default, which is populated from the **Backup Out Directory** field in the **IIG True Commerce EDI Options**.

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

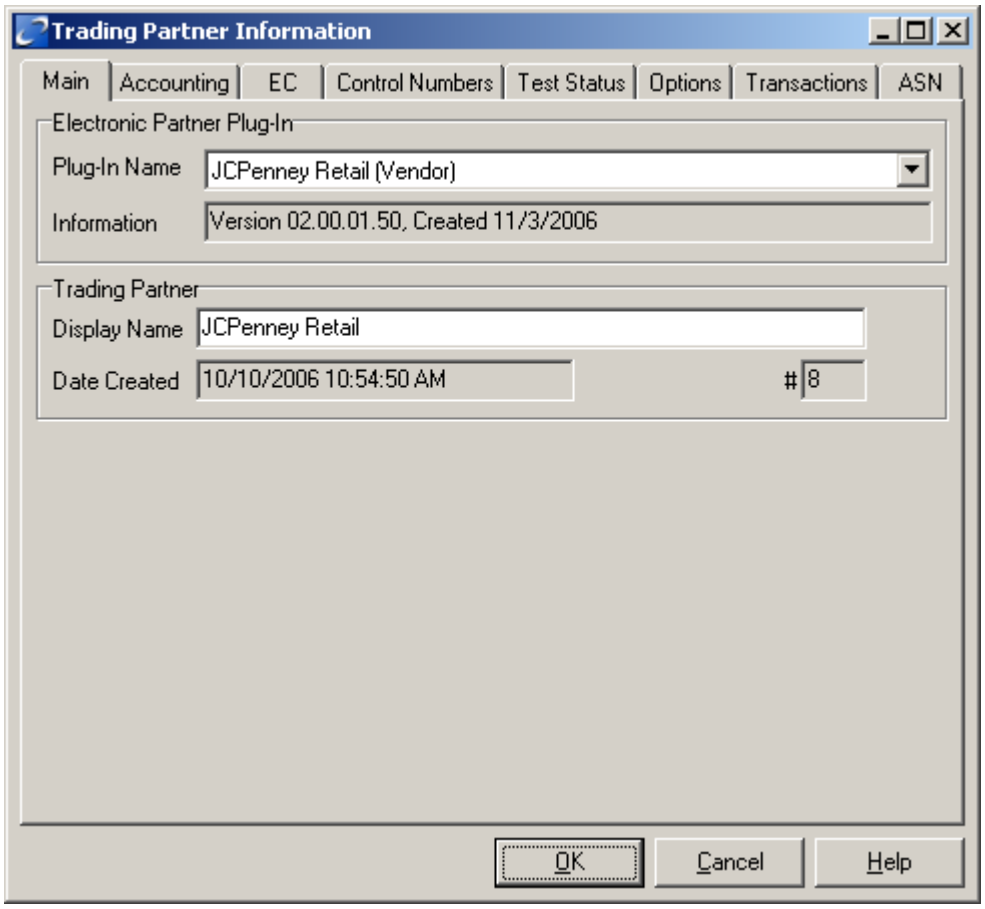
Select the lines to be exported, and click the **Export** button.

Setting up the Customer in Integrator

Start up True Commerce:

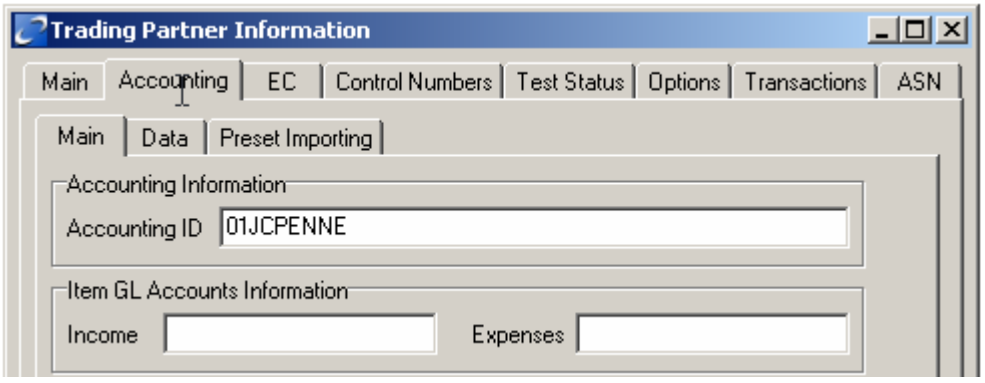


Click on the **Trading Partners** folder.
Select a trading partner. In our example we will use JC Penny Retail.



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

Click on the **Accounting** tab.

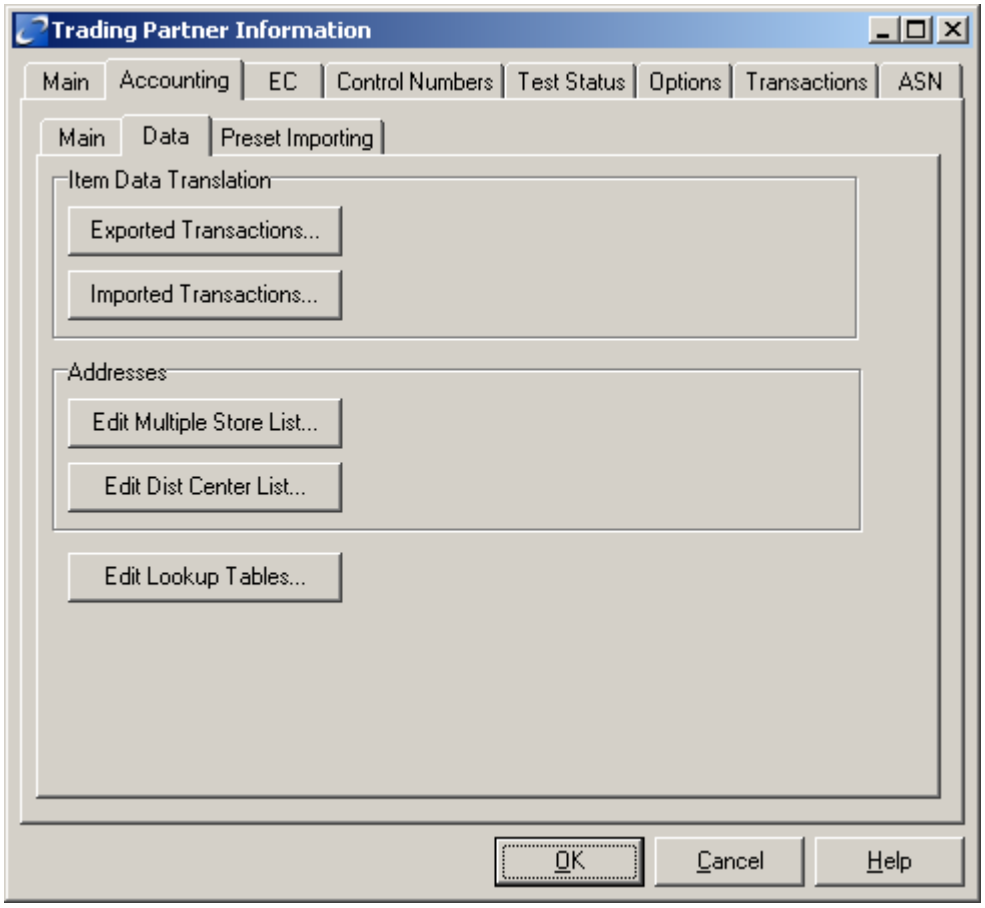


Accounting ID Enter the full MAS90 Customer Number of the trading partner. In this example, the customer ID is 01-JCPENNE.You would enter 01JCPENNE number as the Accounting ID. In case the customer doesn't have any division number, 00 must be entered instead of

division number (like 01JCPENNE). *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 export 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 import item information from **MAS 90**. Translations are done using Item Number, UPC Number, or the item

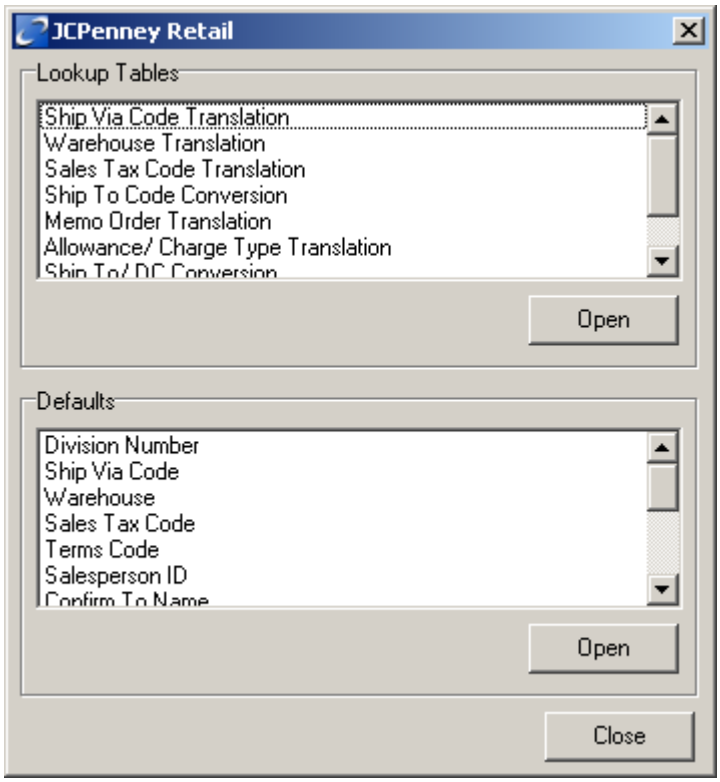
description. *Note: UPC numbers are required by most trading partners.*

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

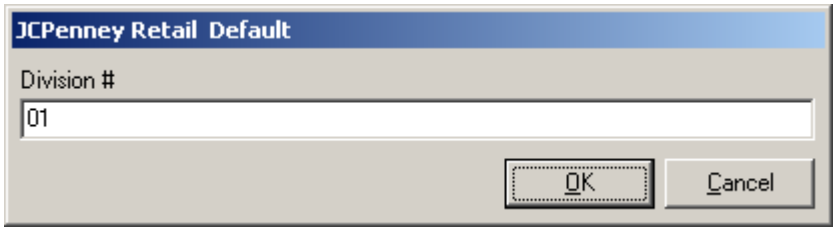
- **Edit Multiple Store List…** This option allows maintenance (and importing) of the Store List. In **MAS 90**, this is invariably the Customer Ship-To Addresses. As such, we created the Ship-To Addresses Export tool under **IIG True Commerce EDI Customer Options**,
- **Edit Dist Center List…** As with 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 Defaults and click the Open button.



Enter the Division Number for this customer. This would be 01 in the example we are using (01-JCPENNE). If you are not using division numbers, then enter 00 as the division.

Click the OK button to save.

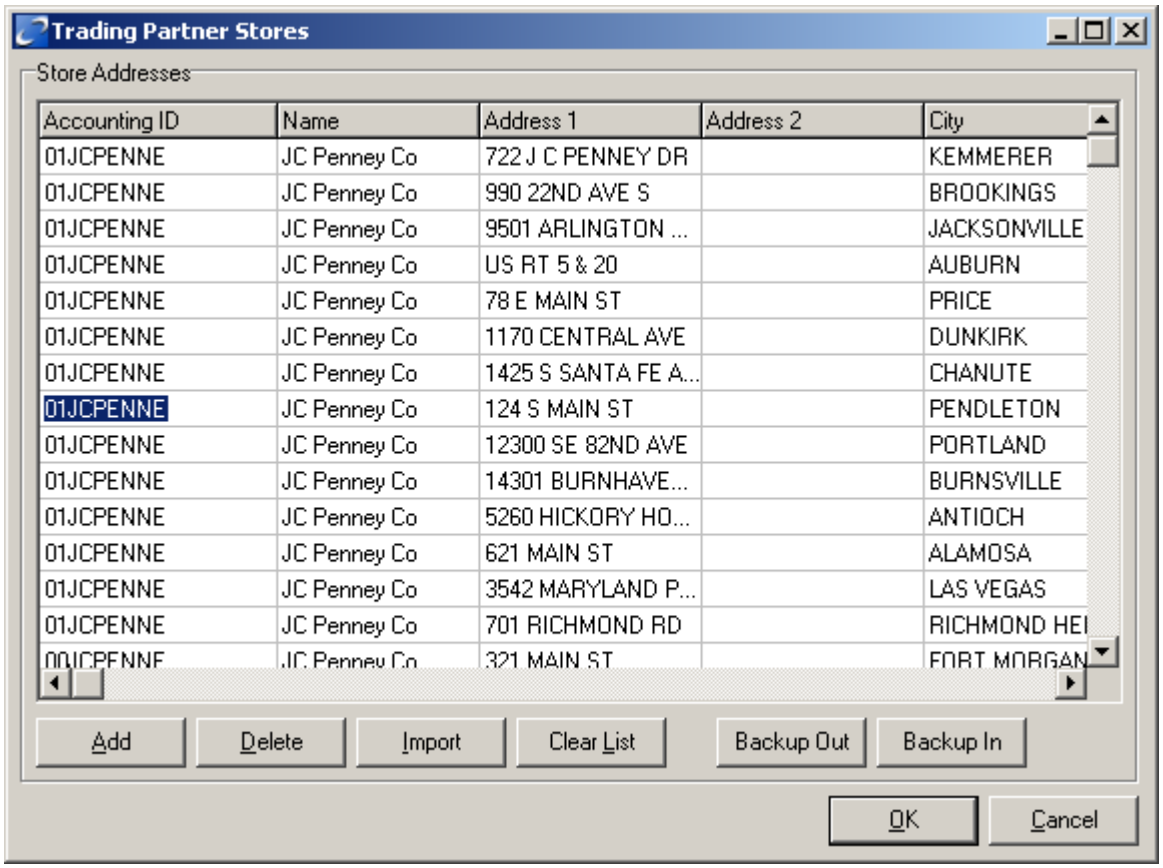
The remaining Defaults fields:

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.

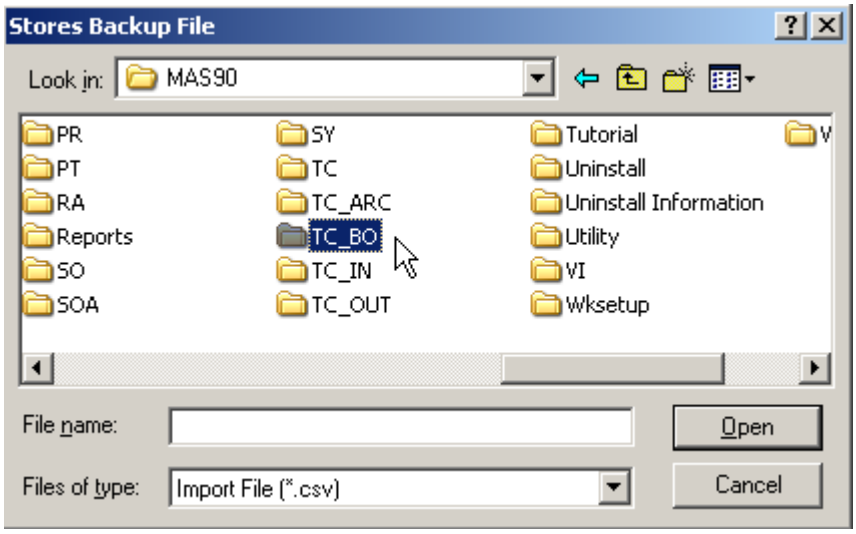


Add	Used to manually add a row to the list for entry.
Delete	You must first select a row or rows to delete.
Import	Does not work with **MAS 90**.
Clear List	Clears the entire list. Good for when you want to import everything.
Backup Out	Exports the list as a CSV file.
Backup In	Used to import the Ship-To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

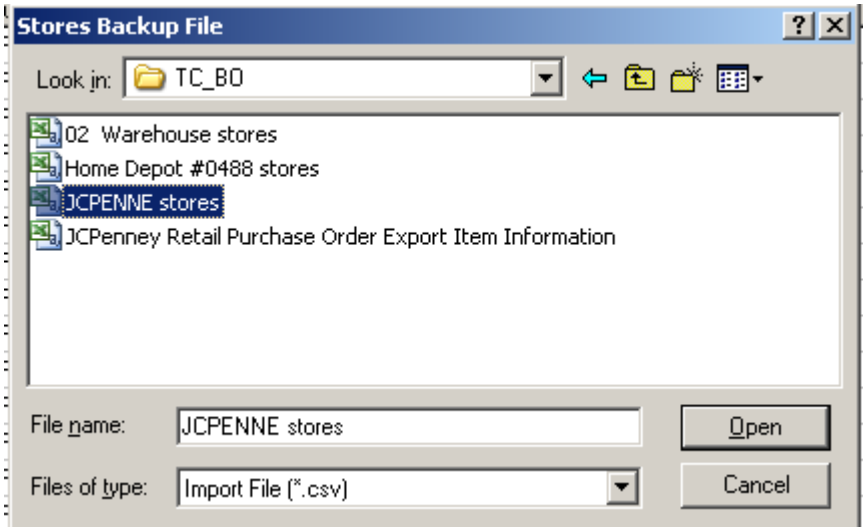
OK	Accepts and saves the changes.
Cancel	Cancels any changes. Any changes you made are gone.
Help	On line help for this screen.

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. The import is very fast!

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

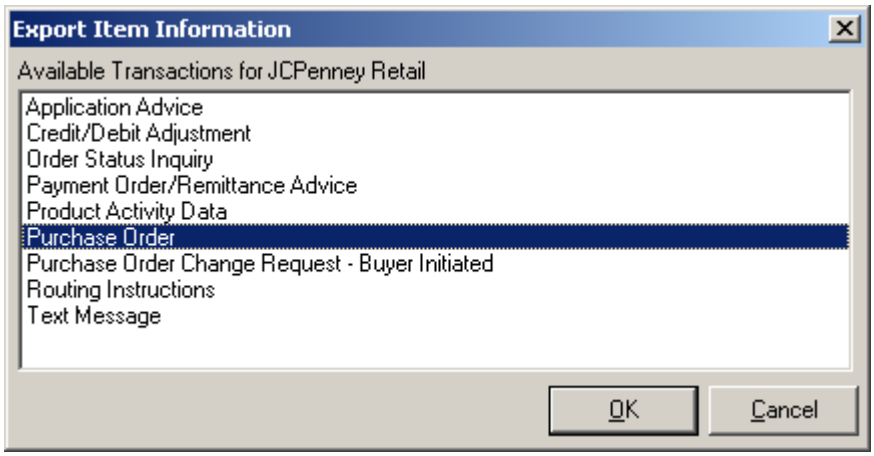
*If you choose to open the file in Excel, we recommend you change the suffix from ".csv" to ".txt" which will force Excel to ask you questions about the fields it is trying to import. It is **very** important that you force Excel to treat all of the fields as TEXT fields, so it does not try to format 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.

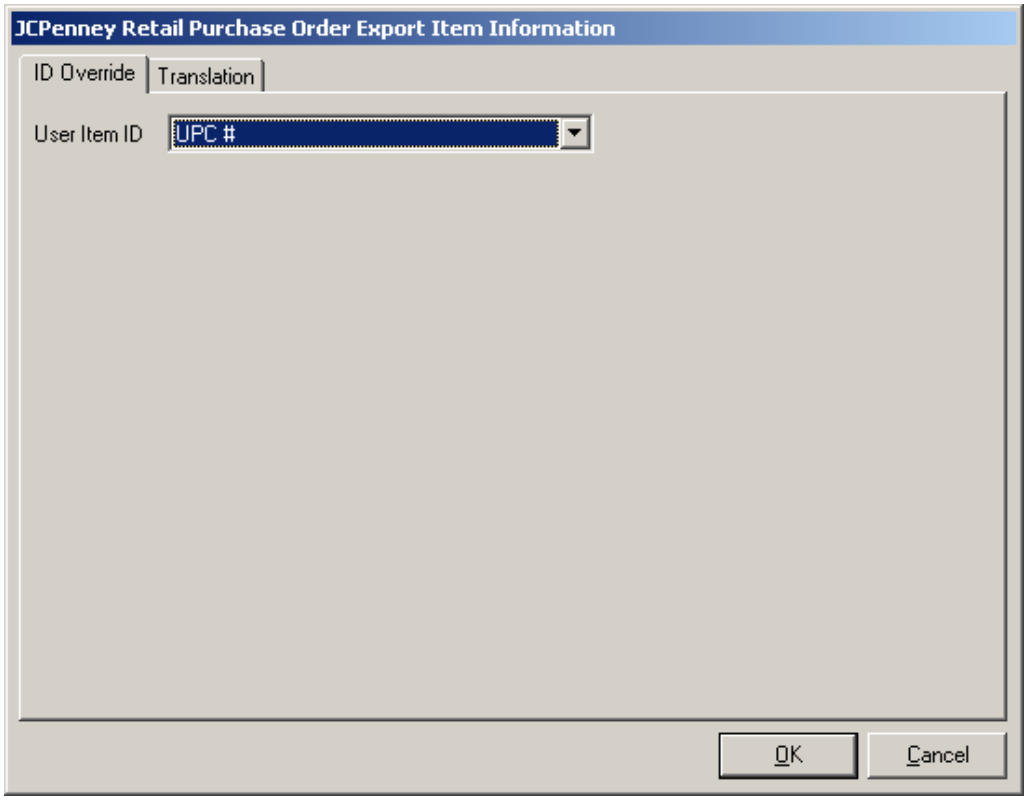
The **Edit Distribution Center List** is virtually identical to the **Edit Multiple Store List**, except that you are only importing the Distribution Centers. After importing the stores, then use the Ship-To Address Export Tool to select only the distribution centers and export. You can then import using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

Item Data Translation

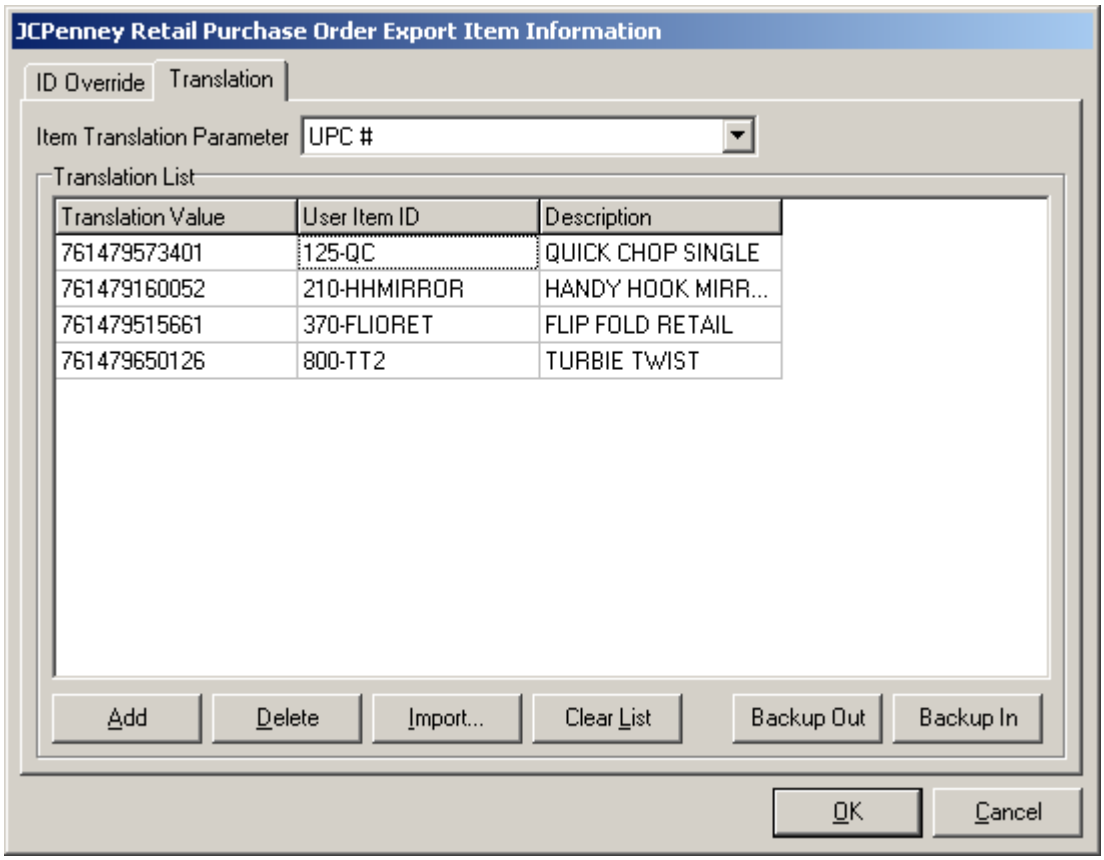
Click on the **Exported Transactions** button, which will then request the type of transaction:



Select **Purchase Order** and click on the **OK** button.



Click on the **Translation** Tab.



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**,

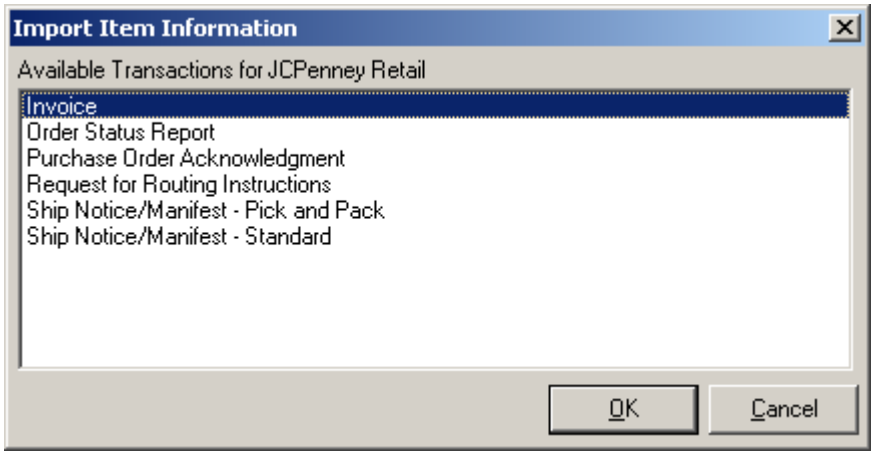
OK Accepts and saves the changes.
Cancel Cancels any changes. Any changes you made are gone.
Help On line help for this screen.

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

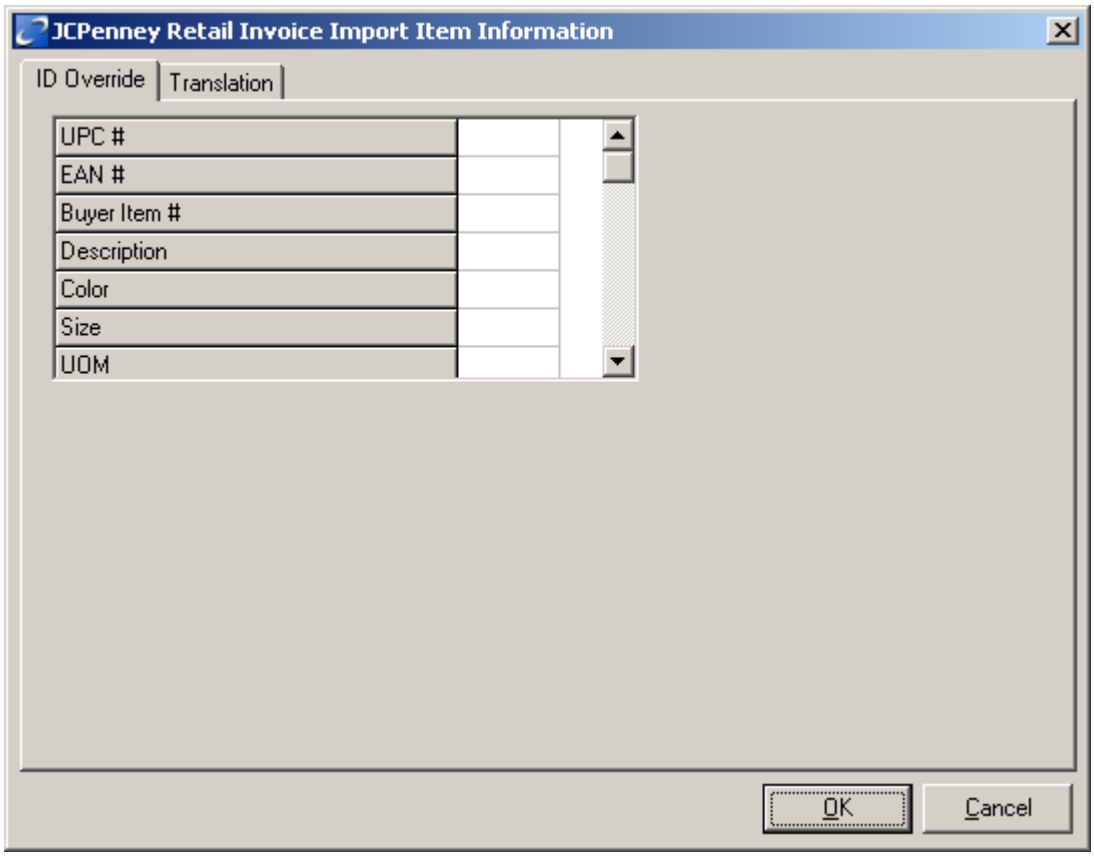
- **Translation** Either the UPC number or the vendor SKU.
- **User Item ID** Your **MAS 90** item number. It must be EXACTLY as you have it in **MAS 90**.

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

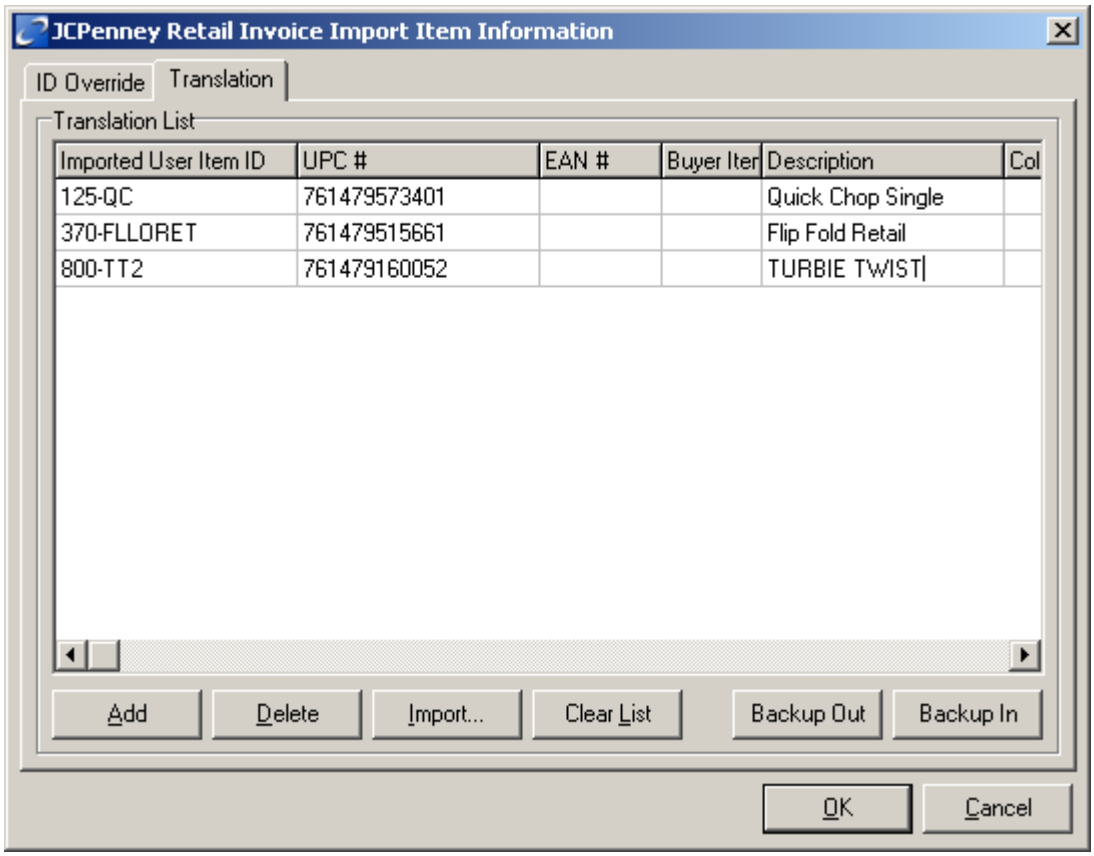
You must do the same with the **Imported Transactions** button.



Select **Invoice** and click the **OK** button.



Click on the **Translation** Tab.



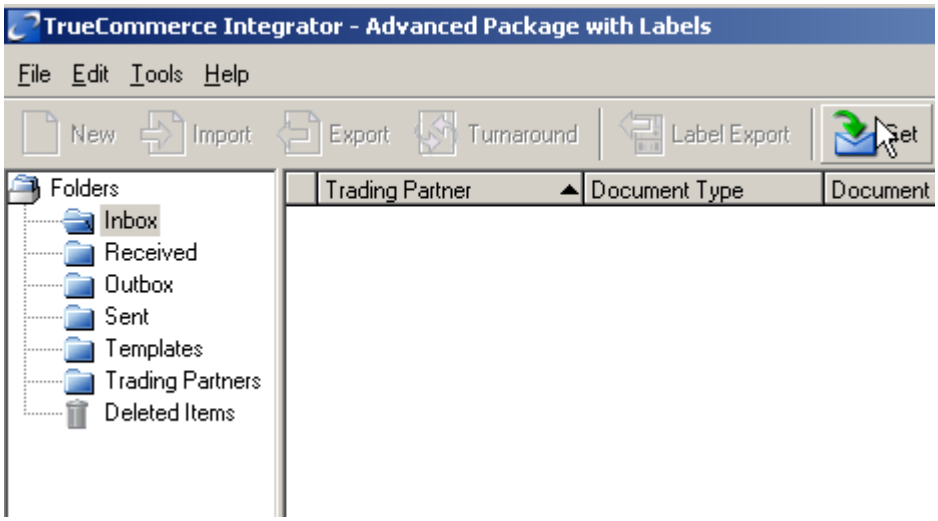
Integrator uses the **UPC#** to cross reference the item numbers, and will fall back on the description if it can't match on **User Item ID**. So these three fields are critical to the system loading the invoice (810 document) from **MAS 90**.

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.

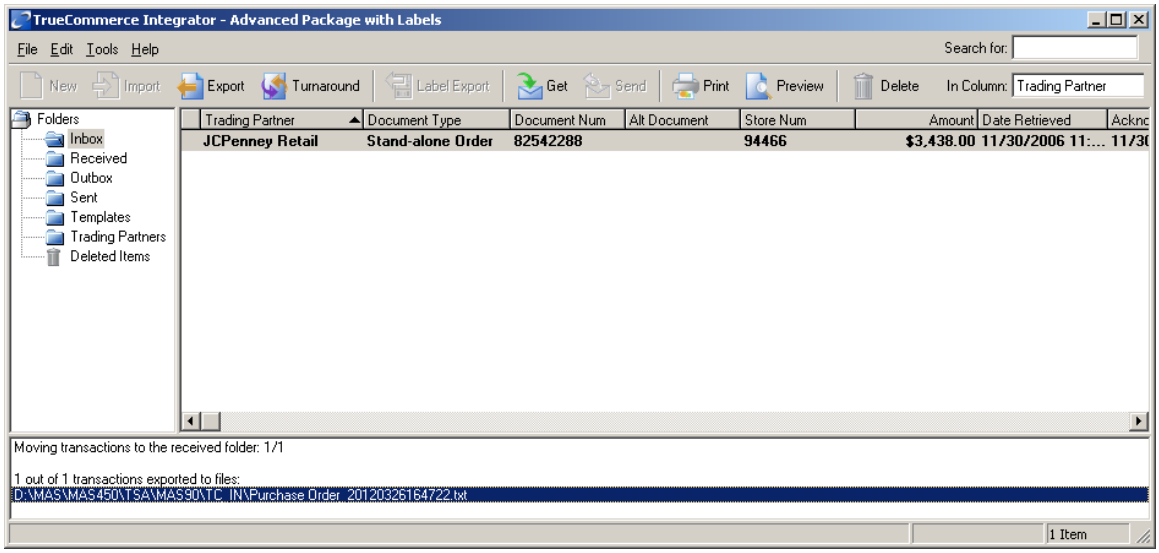
Start **Integrator**, and click on the **Get Transactions** button to download any new transactions from your trading partners.



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.

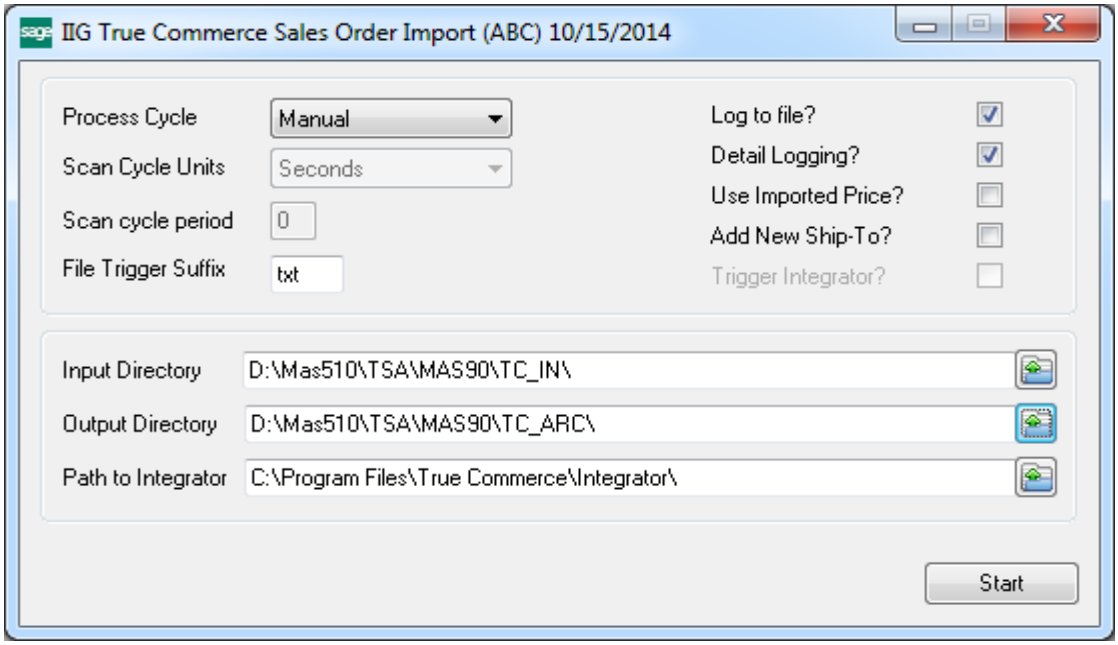
Integrator will export the transactions, along with any error messages and display the status in the Information window.


TrueCommerce Integrator - Advanced Package with Labels
File Edit Tools Help
Search for:
New Import Export Turnaround Label Export Get Send Print Preview Delete In Column: Trading Partner
Folders
Inbox
Received
Outbox
Sent
Templates
Trading Partners
Deleted Items
Trading Partner Document Type Document Num Alt Document Store Num Amount Date Retrieved Acknc
JCPenney Retail Stand-alone Order 82542288 94466 $3,438.00 11/30/2006 11:... 11/3(
Moving transactions to the received folder: 1/1
1 out of 1 transactions exported to files:
D:\MAS\MAS450\TSA\MAS90\TC_IN\Purchase Order_20120326164722.txt
1 Item

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.

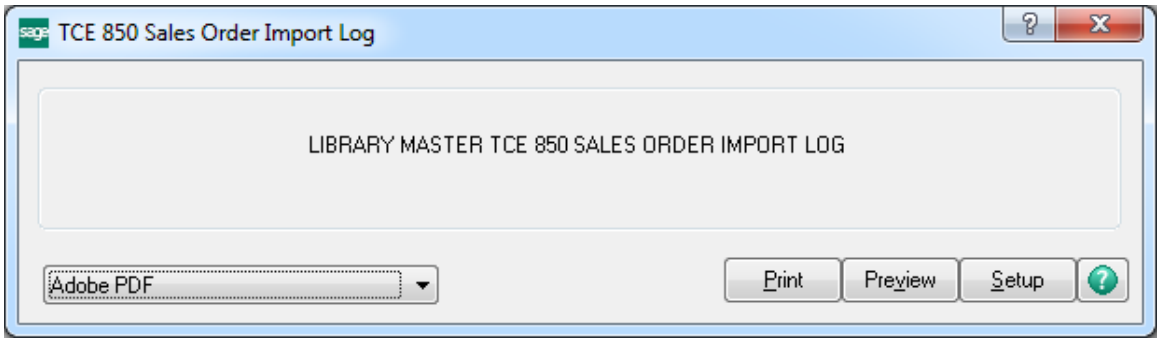
Path to Integrator path of the Integrator.

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.

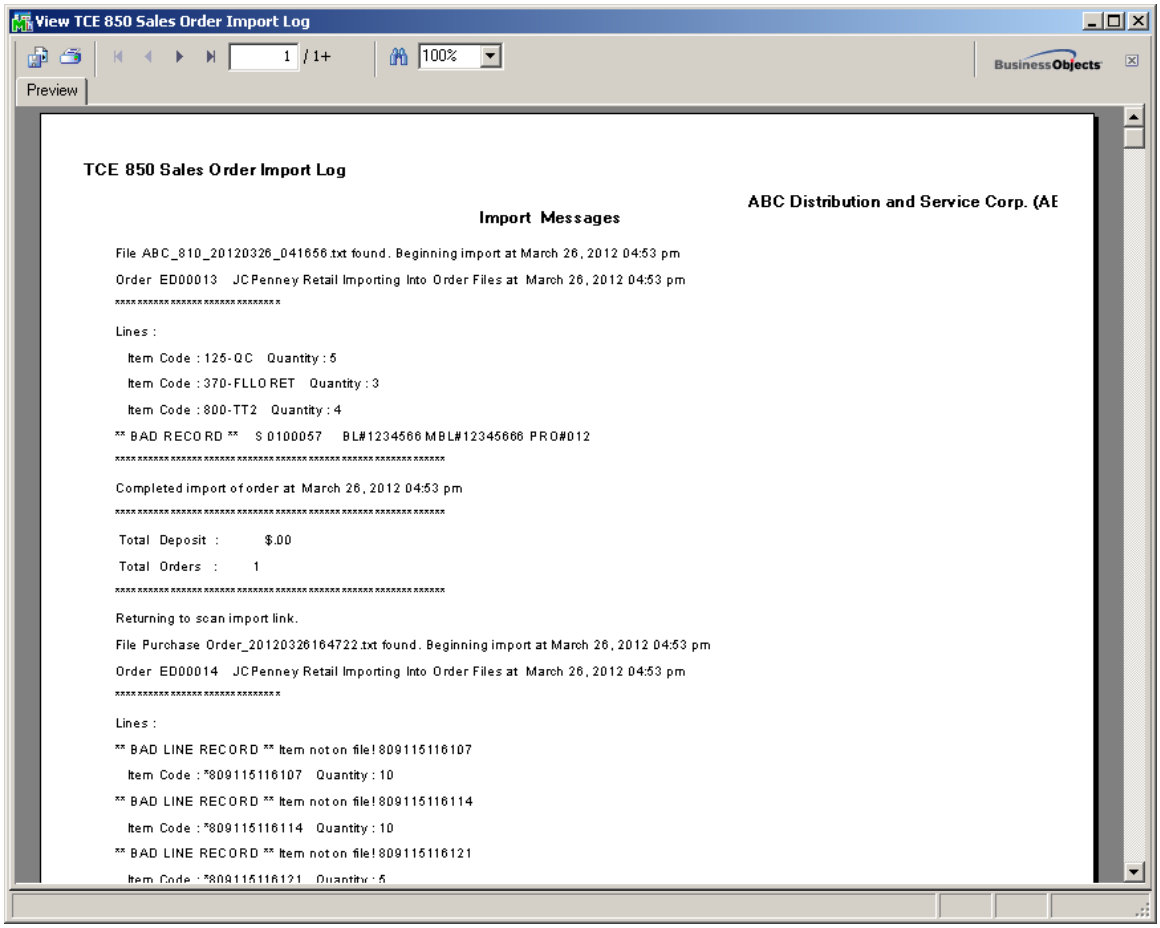


Print Prints the log.

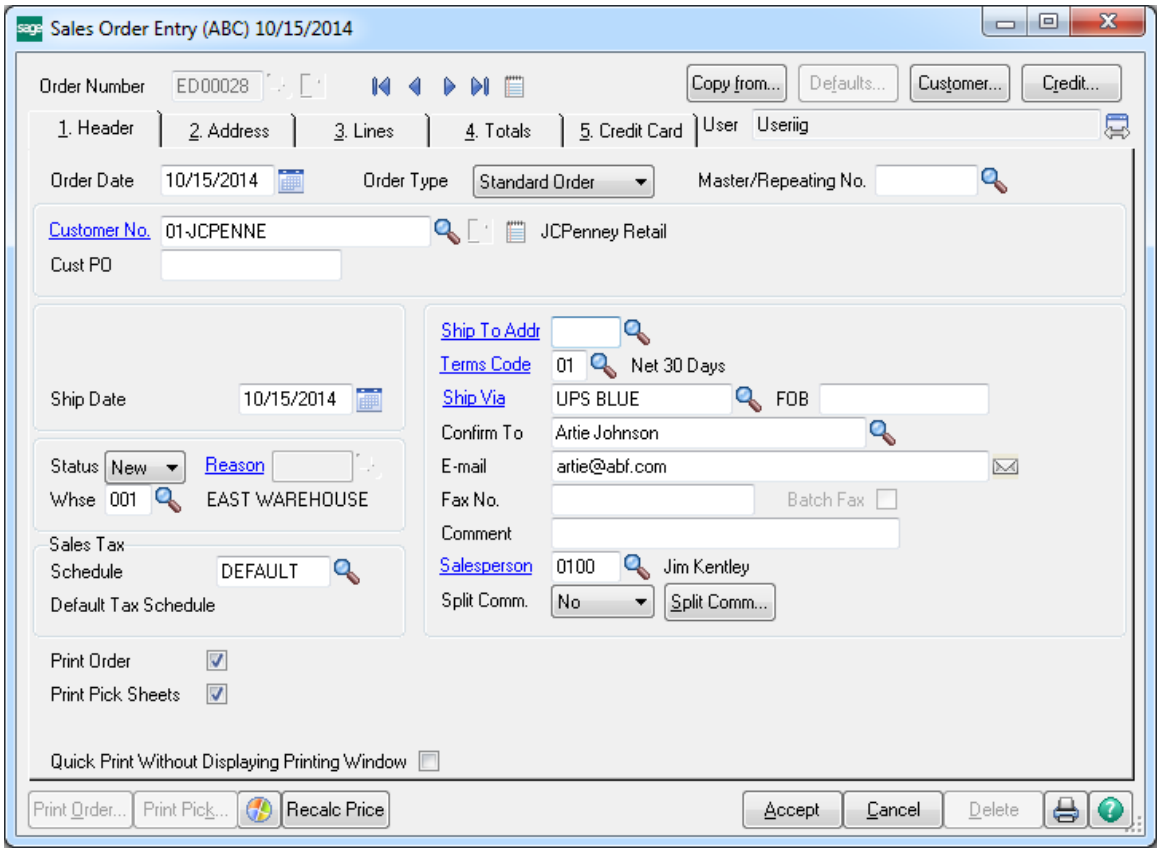
Preview Previews the import log. The user can still print the log.

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

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

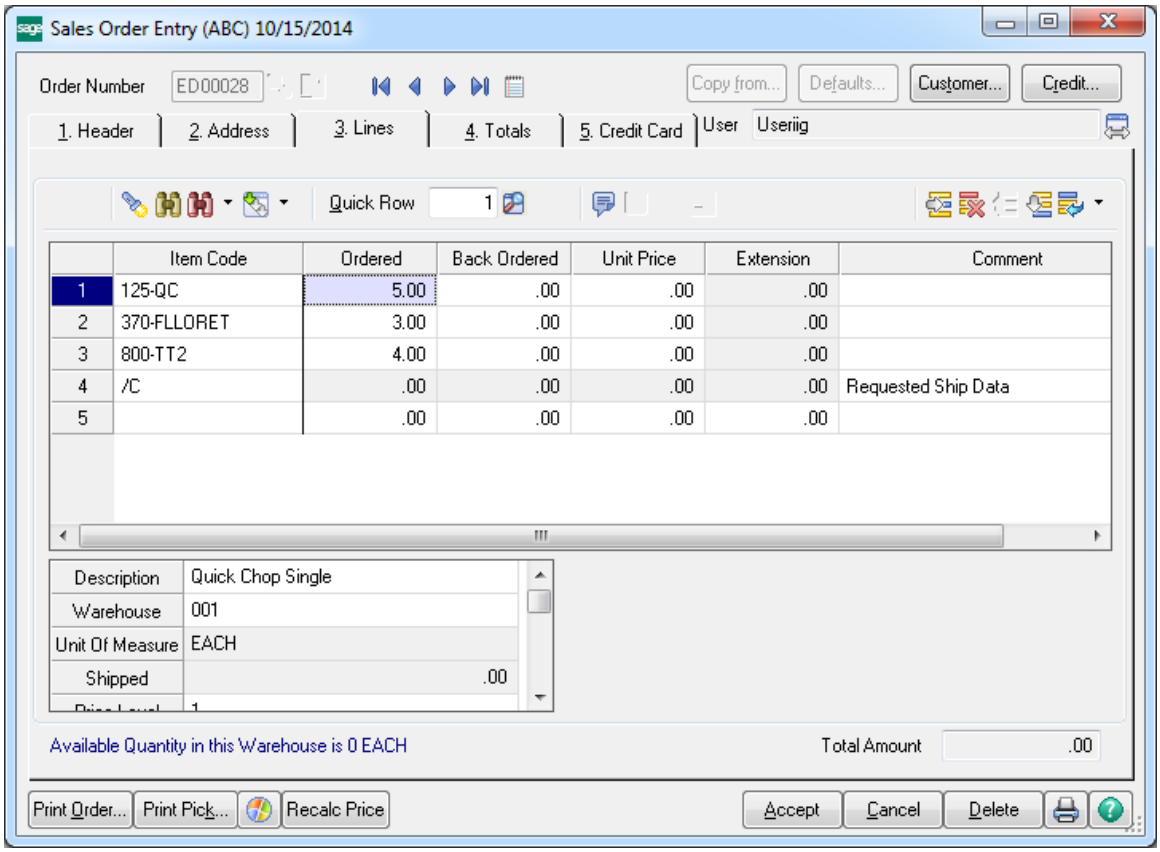


And here is the imported Order:



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.

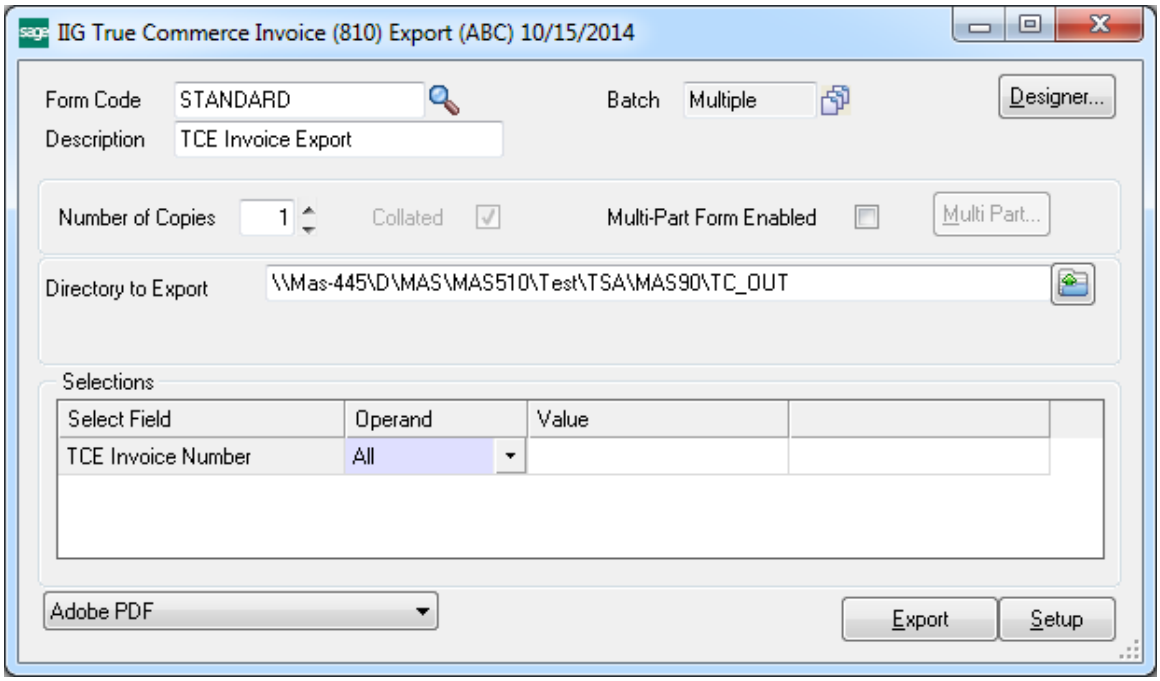
Here are the items:



Note the comment lines with the Requested Ship Date and Cancel After Date. If supplied from the trading partner, the Do Not Ship Before Date 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**.

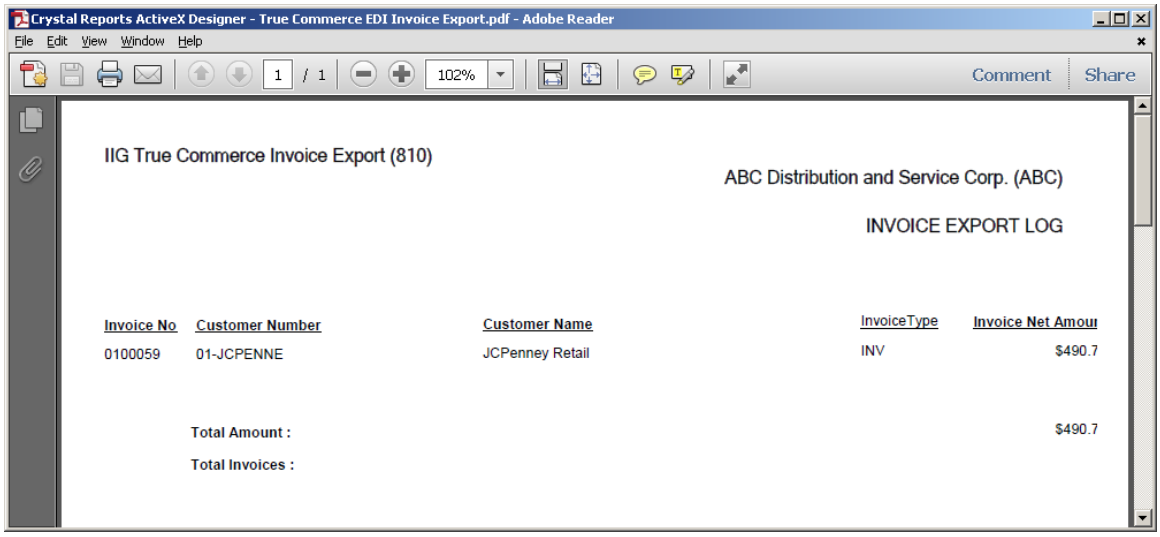


Directory to Export — Directory where the invoices (810 document) will be exported. This defaults from the True Commerce Options Setup.

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.*

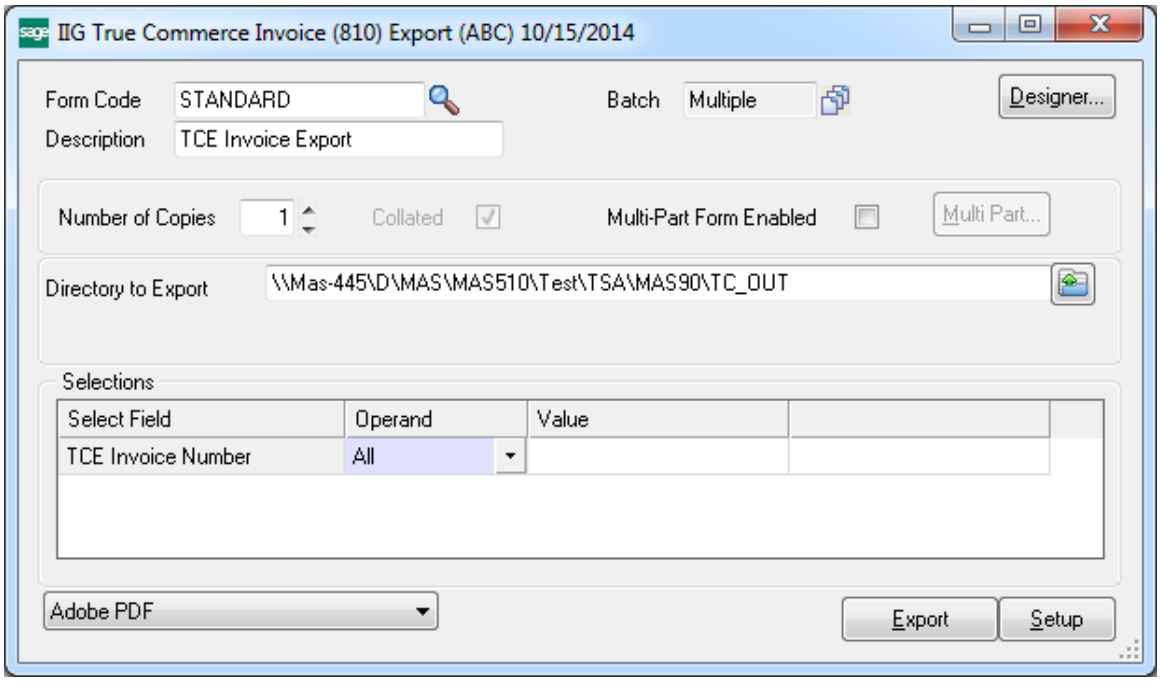
Click on the **Export** button to begin the export.



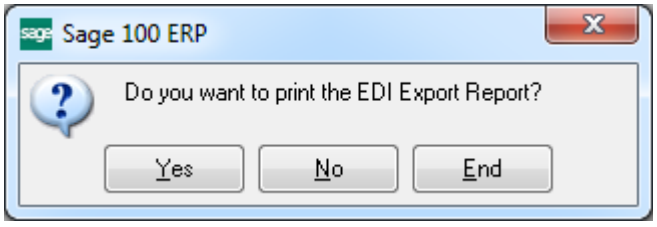
If the Invoice has not been exported before running the **S/O Daily Sales Report/Updates**, it can be exported after update using the **True Commerce Invoice History Export** program.

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

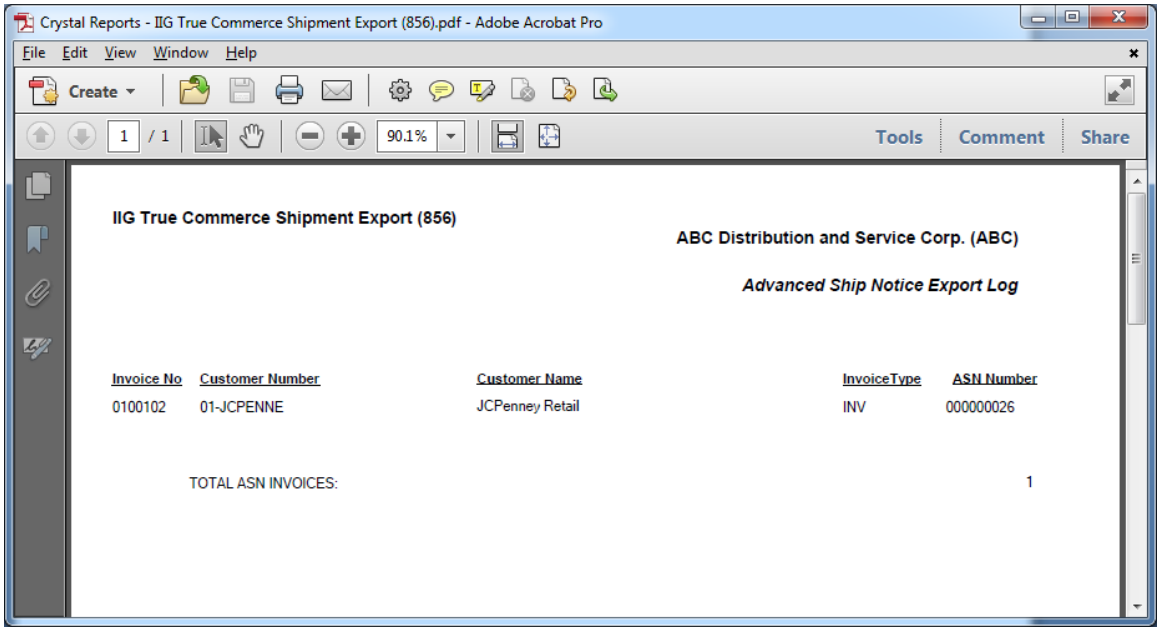
If the **Export all the invoices of EDI Customers** flag is checked in the **True Commerce Invoice History Export** program, all the invoices of the EDI customer will be exported regardless those are EDI invoices or not.



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.

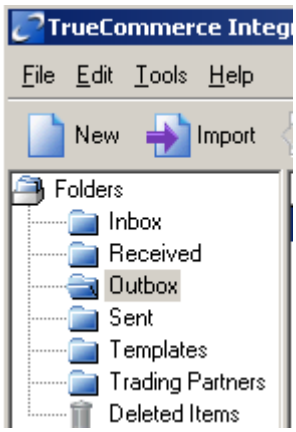


Selecting Yes will print the report at once exporting it to the specified directory.

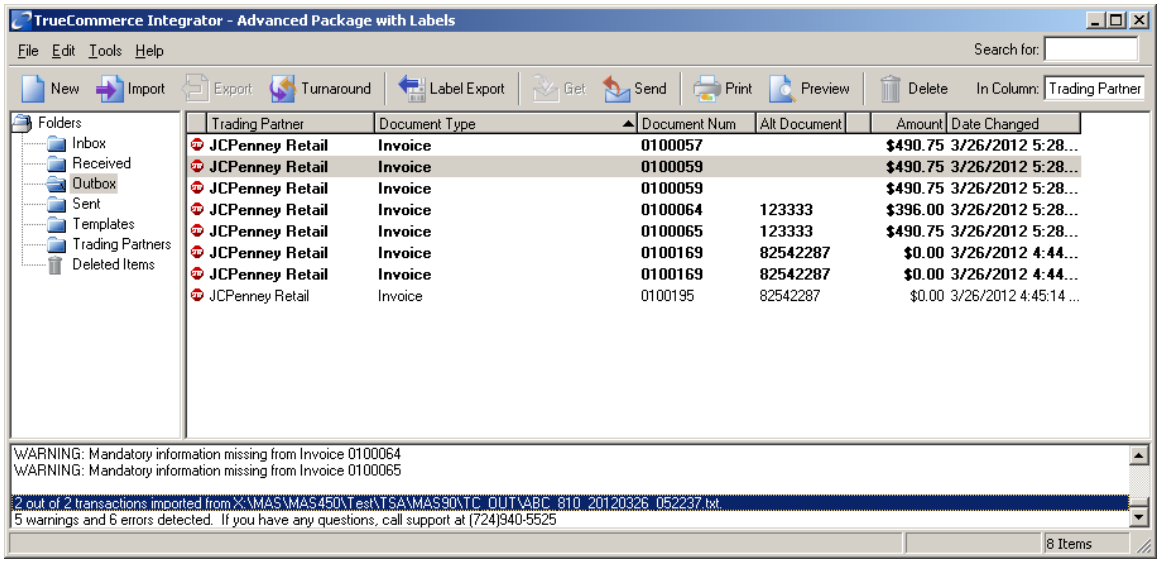

Crystal Reports - IIG True Commerce Shipment Export (856).pdf - Adobe Acrobat Pro
File Edit View Window Help
Create
1 / 1
90.1%
Tools
Comment
Share
IIG True Commerce Shipment Export (856)
ABC Distribution and Service Corp. (ABC)
Advanced Ship Notice Export Log
Invoice No
Customer Number
Customer Name
InvoiceType
ASN Number
0100102
01-JCPENNE
JCPenney Retail
INV
000000026
TOTAL ASN INVOICES:
1

Importing Invoices into Integrator

Switch to or start **Integrator**, and select the **Outbox** folder.

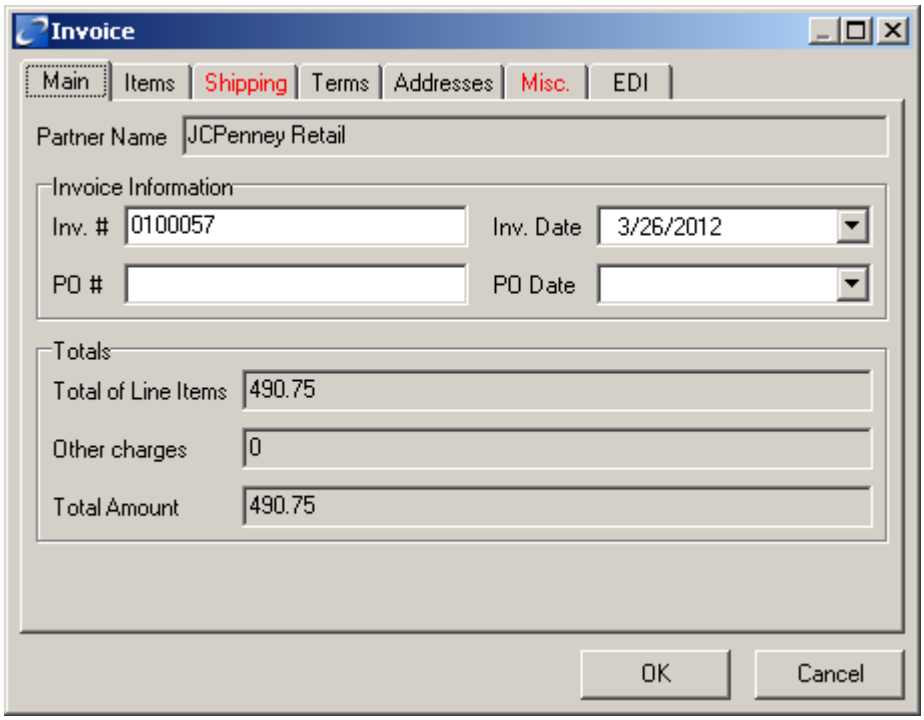


Integrator will then import the invoice transactions from **MAS 90**. Any warnings or errors will be shown in the Information window.



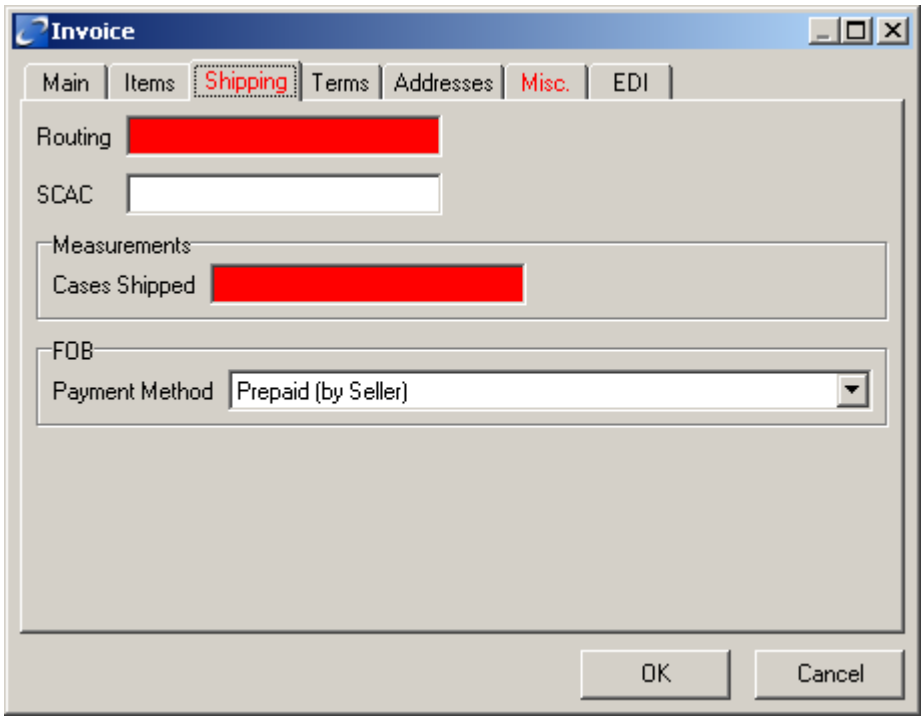
If **Integrator** shows a Stop Sign, that transaction will require correcting one or more fields.

In this example, the **Shipping** and **Misc** tabs are highlighted.

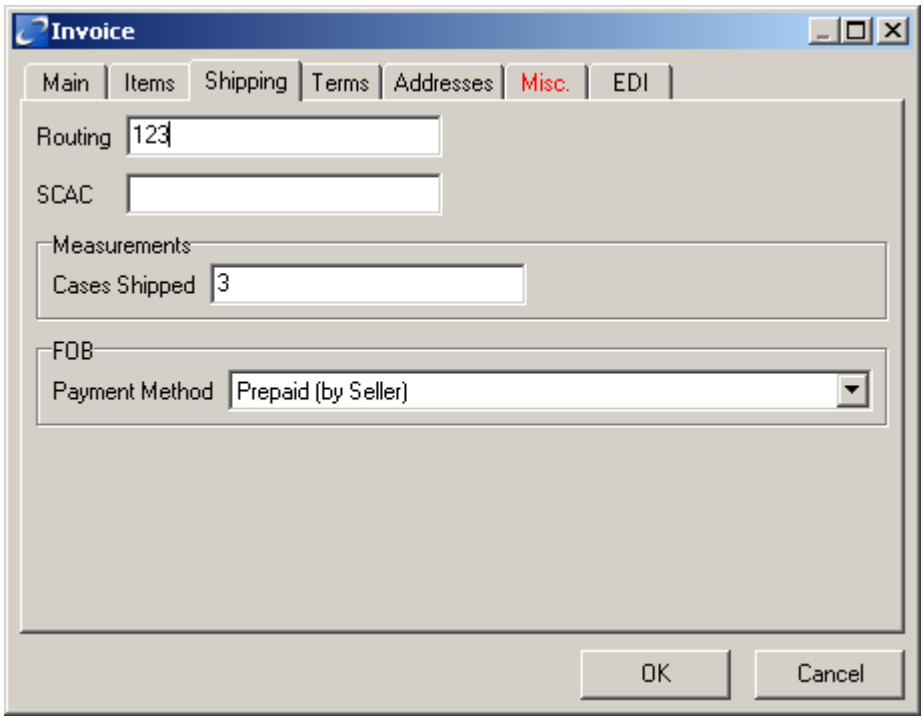


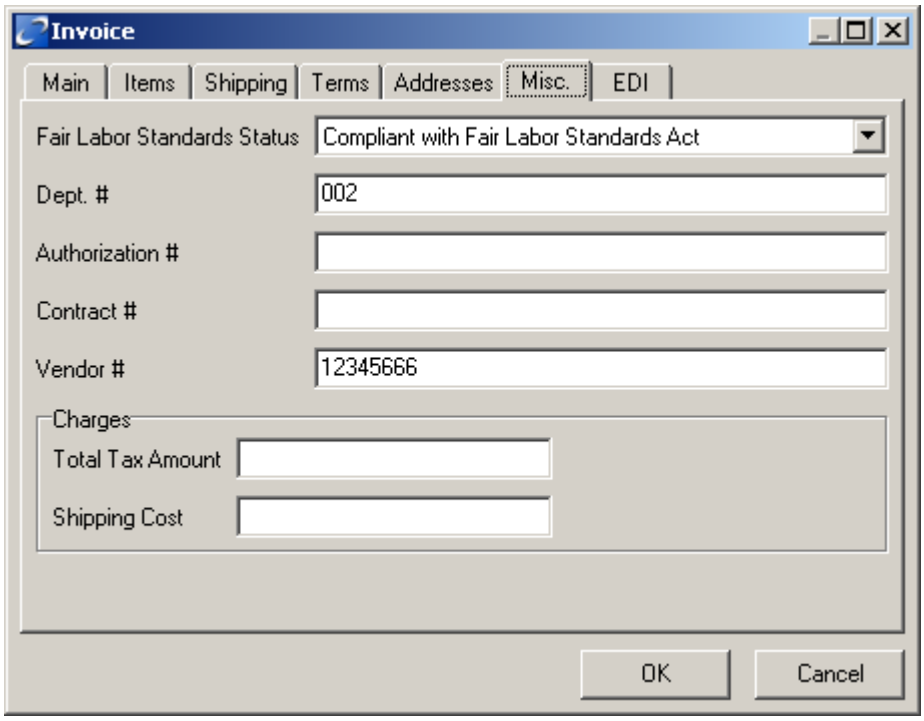
The information on these tabs must be corrected before **Integrator** will allow you to send this Invoice.

Click on the highlighted tab.

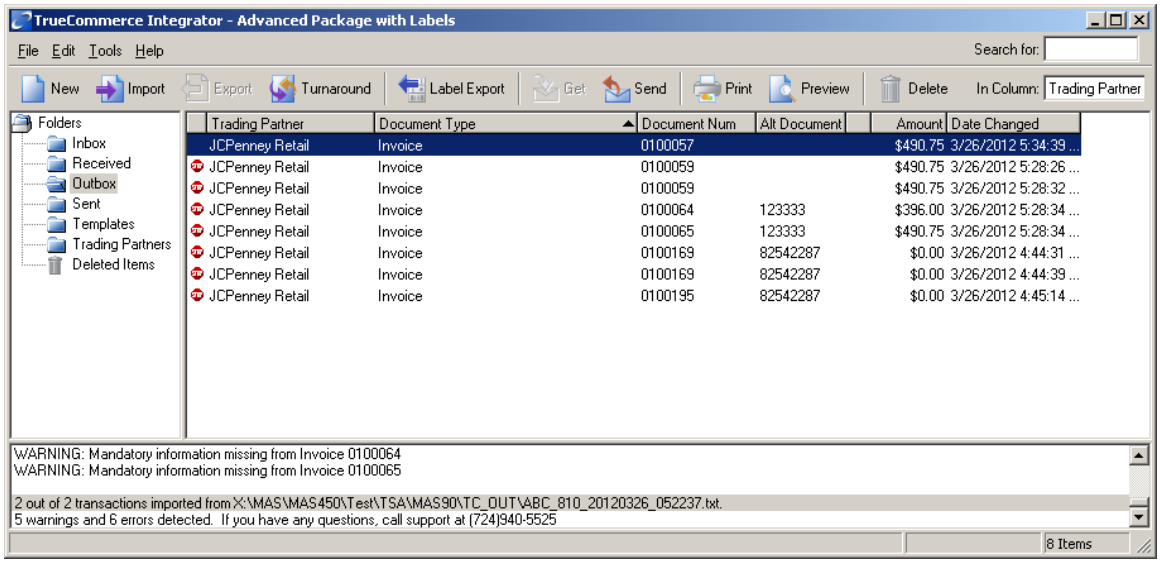


The required field that must be filled in is highlighted.
Enter the missing value.
As soon as the missing value is entered, the highlight is removed and the problem is corrected.





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.

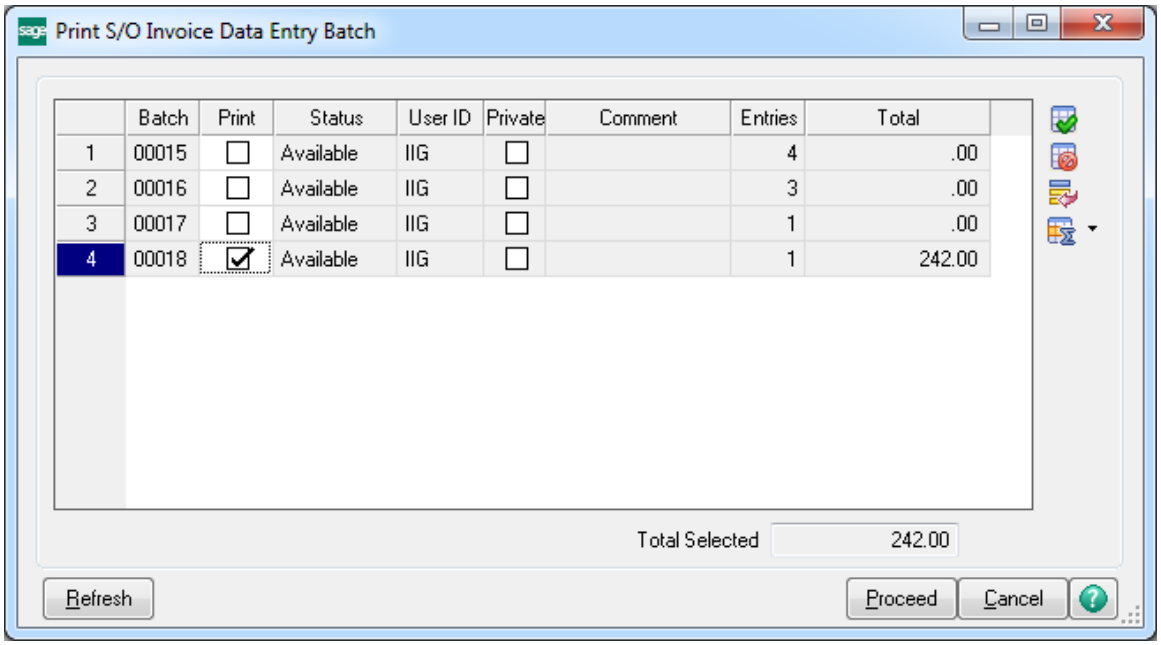
That's all there is to it!

ASN Processing (Advance Ship Notice)

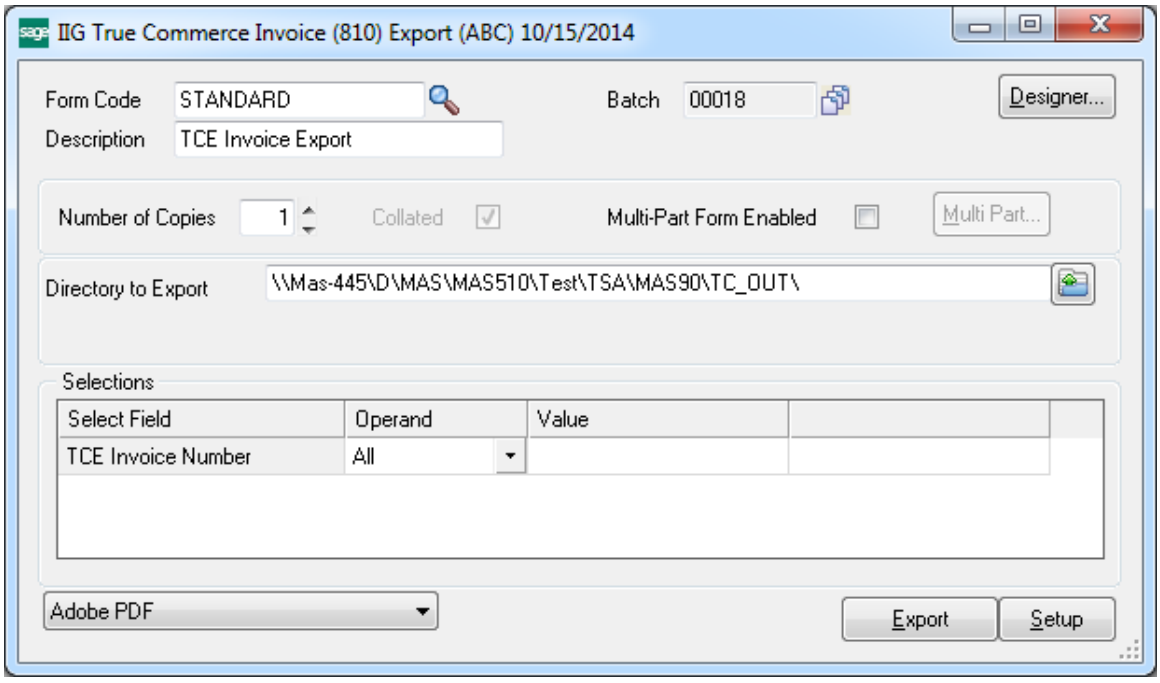
IIG True Commerce ASN (856) Export

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**.*



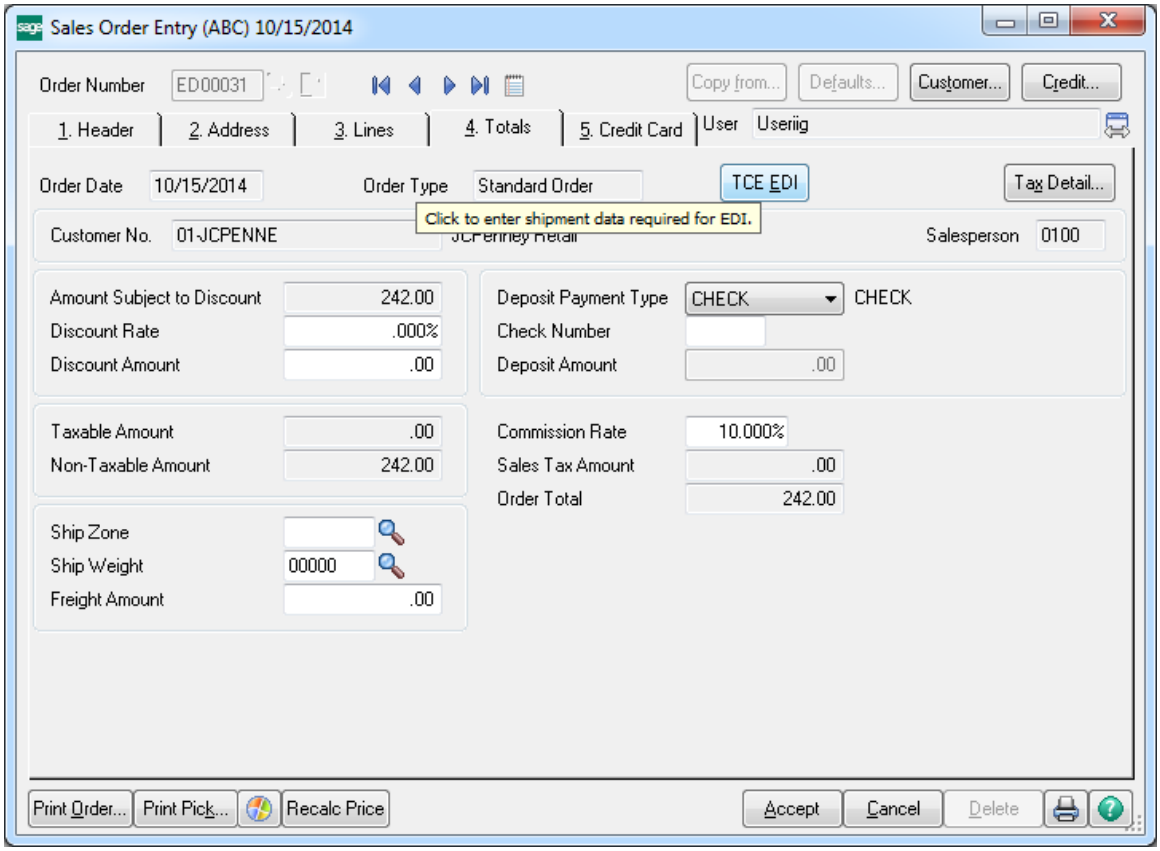
Click the **Proceed** button to continue.



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

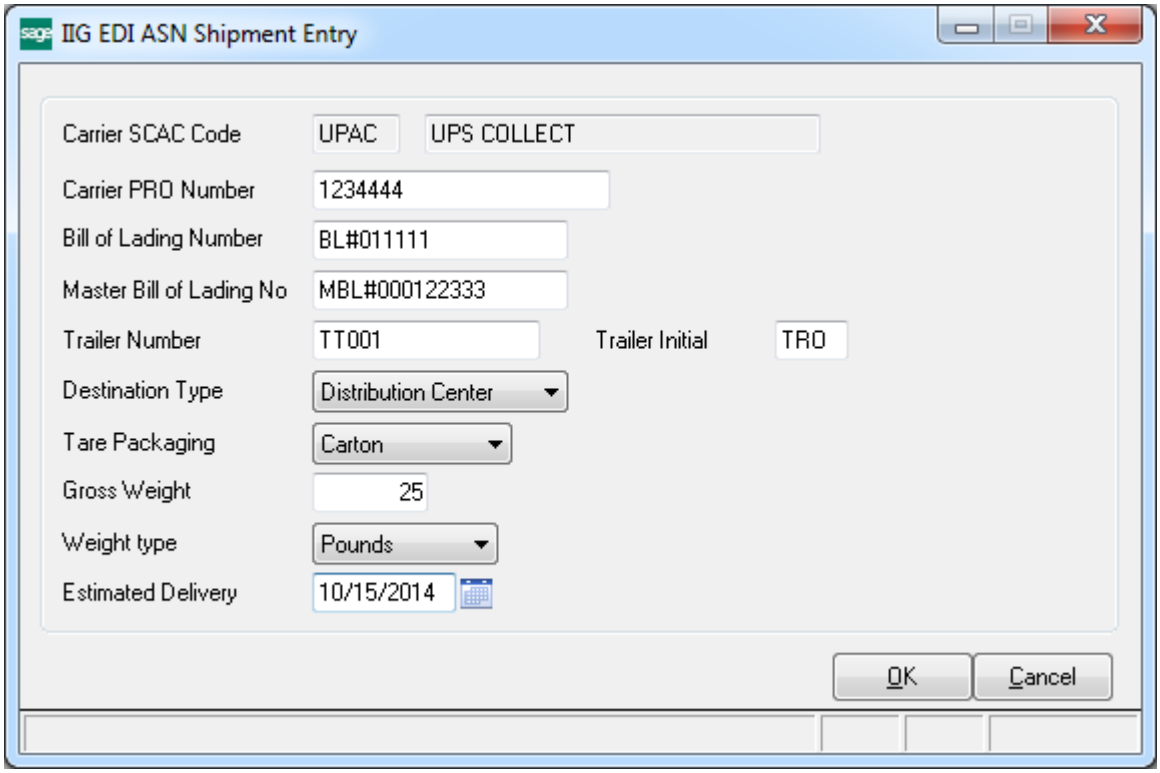
Sales Order Entry

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

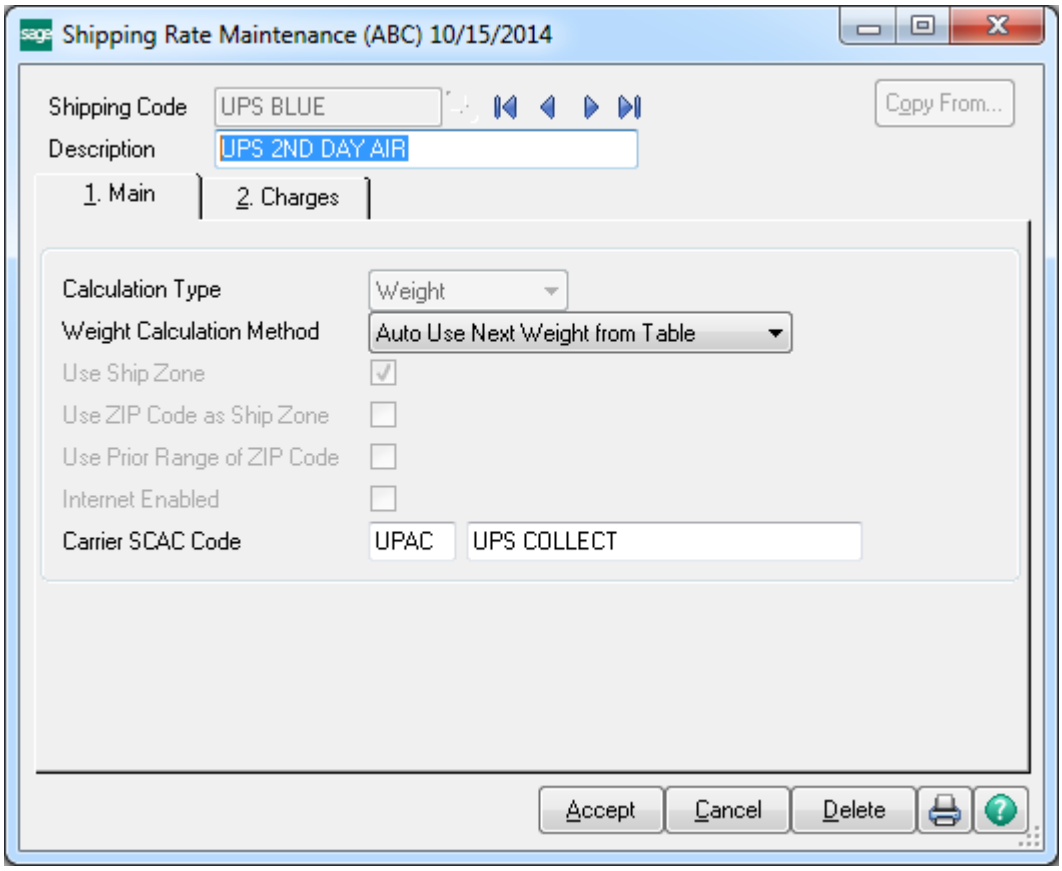


*Note: The **TCE EDI** button will not be visible if the **Enable TSA** check box is not selected in **IIG True Commerce EDI Options**.*

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



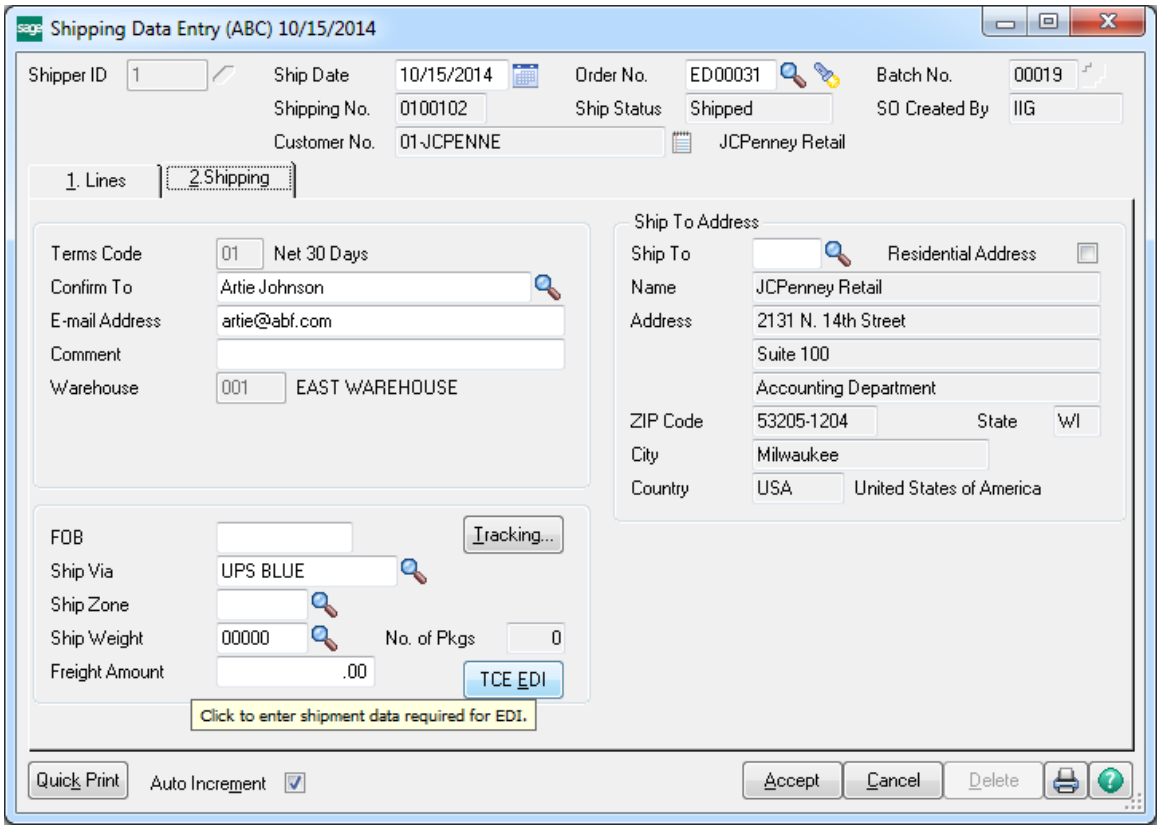
The **Carrier SCAC Code** is the Standard Carrier Alpha Code for the Carrier set in the **Shipping Rate Maintenance**.



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

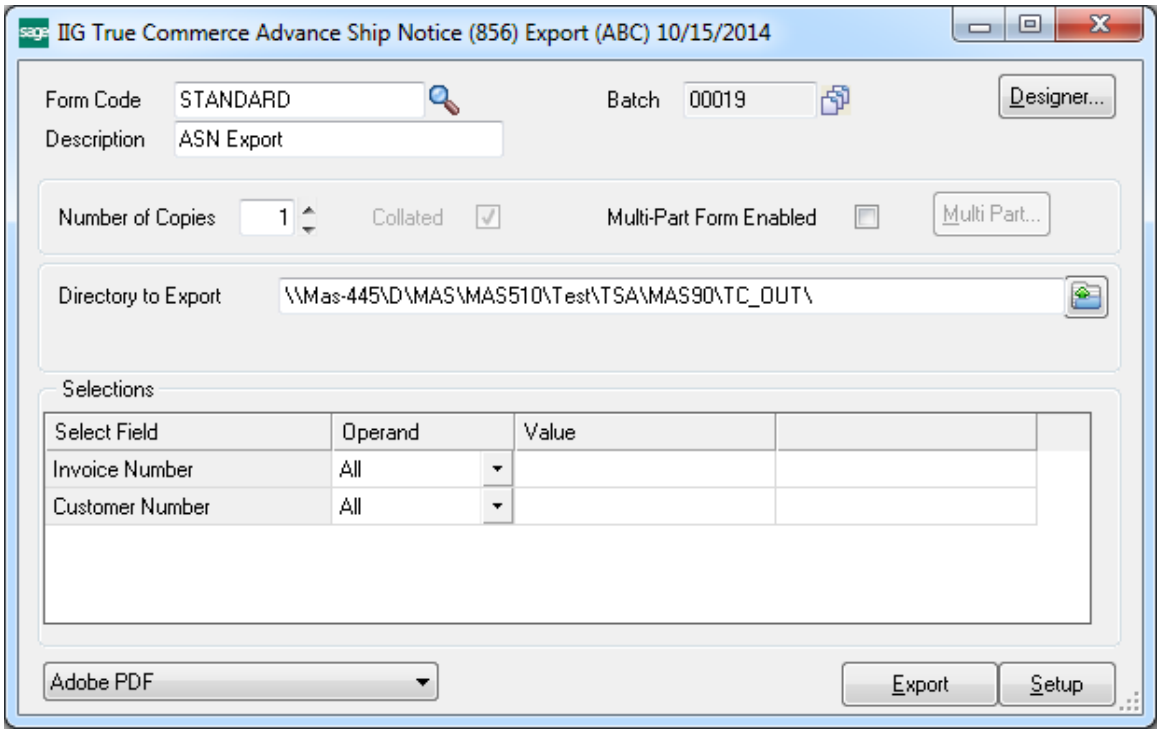
Shipping Data Entry

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



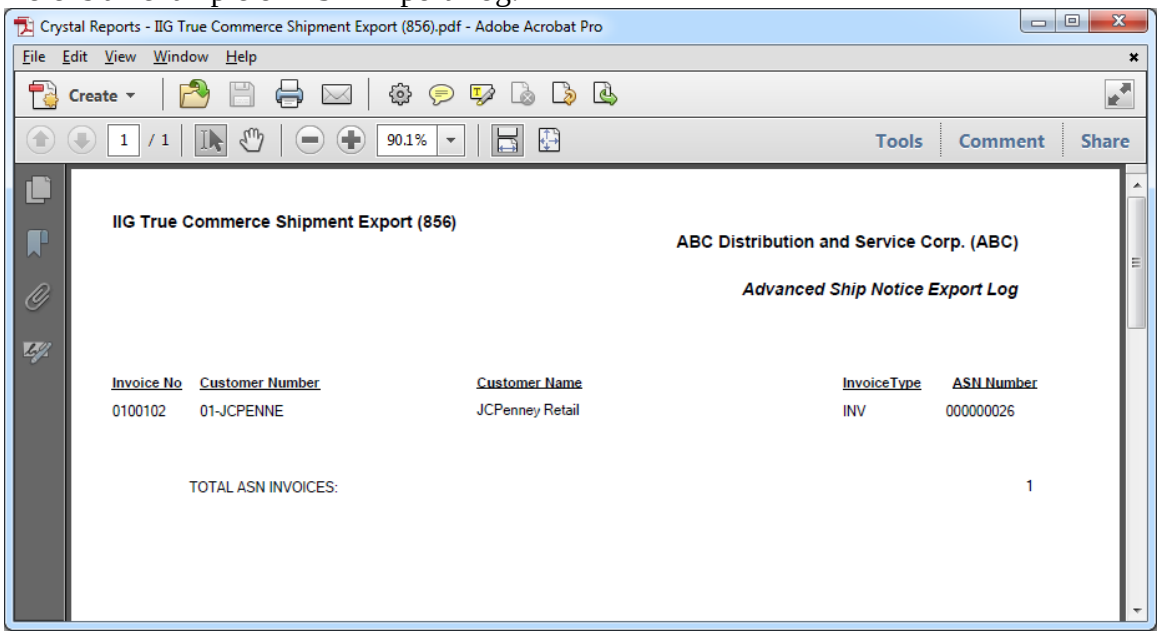
*Note: The **TCE EDI** button will not be visible if the **Enable TSA** check box is not selected in **IIG True Commerce EDI Options**.*

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.

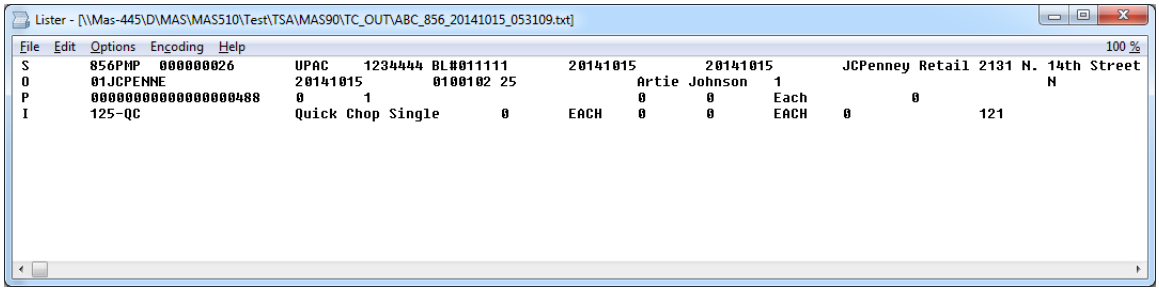


Select the **810/856 Export Directory** that is the directory where the **Advance Ship Notice (856)** will be exported and **Proceed.**

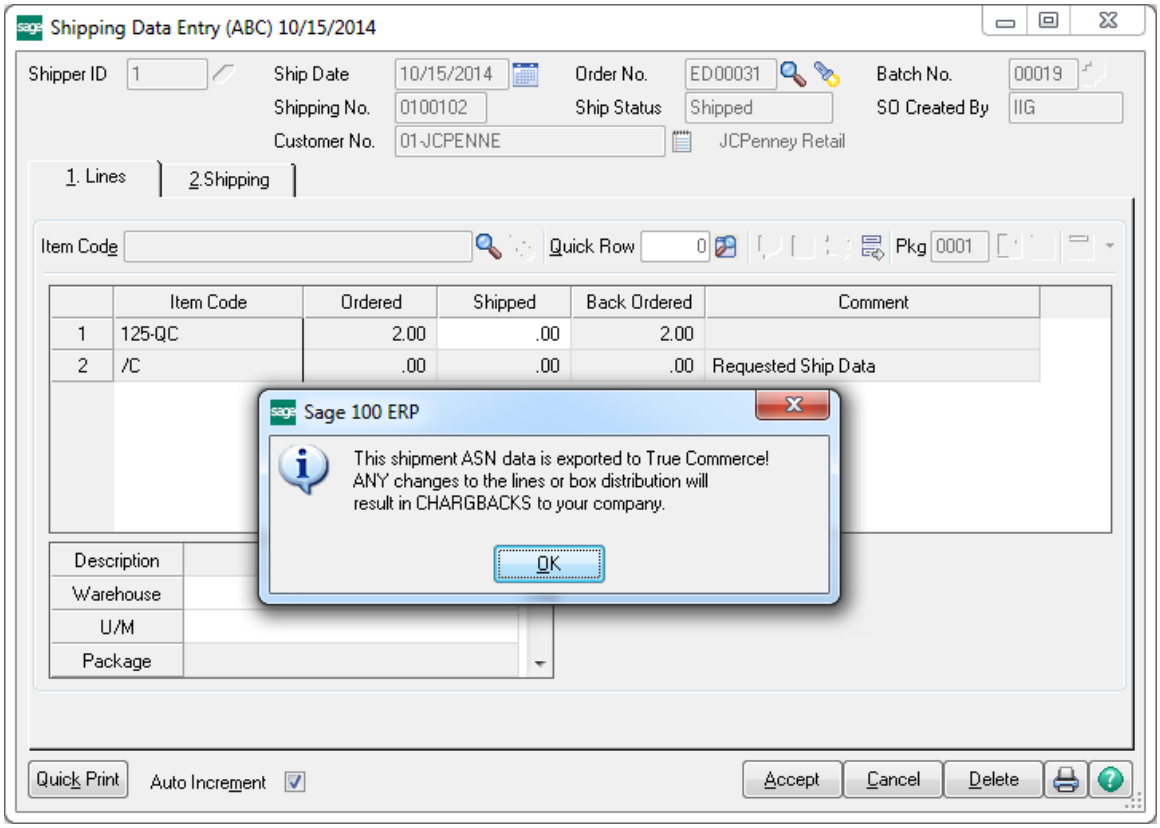
Here is an example of ASN Export Log:



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

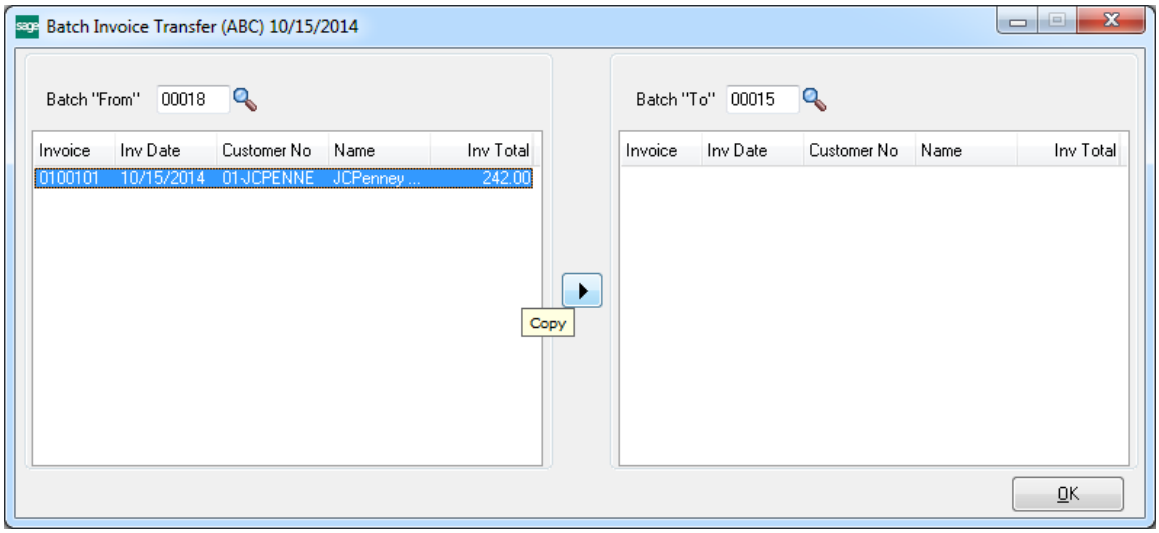


Once Shipment Notification is exported for a shipment the user is not allowed to select the Order in the Shipping Data Entry:



Batch Invoice Transfer Utility

The B**atch 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

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.