



Order / Pick Ticket Spoolers For Sage 100 ERP

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

www.iigservices.com



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Installation Instructions and Cautions

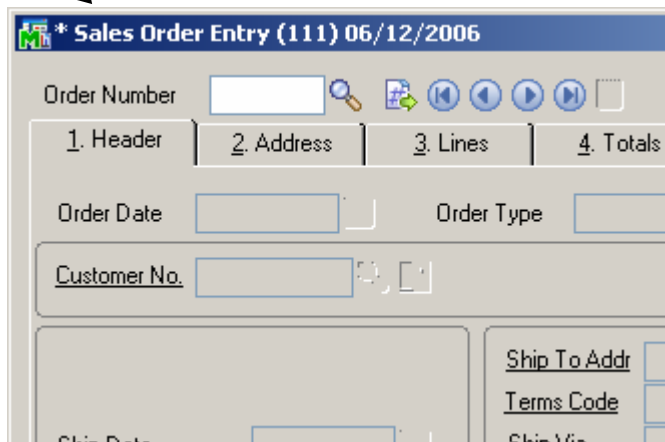
PLEASE NOTE: SAGE 100 ERP must already be installed on your system before installing any IIG enhancement. If not already done, perform your SAGE 100 ERP installation and setup now; then allow any updating to be accomplished automatically.

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**.

| Enhancement | Level | Release Date | Serial Number | Unlocking Key |
|----------------------|-------|--------------|----------------------|---------------|
| IIG Enhancement Name | 4.50 | | AAAAAAAAAAAAAAAAAAAA | BBBBBB |

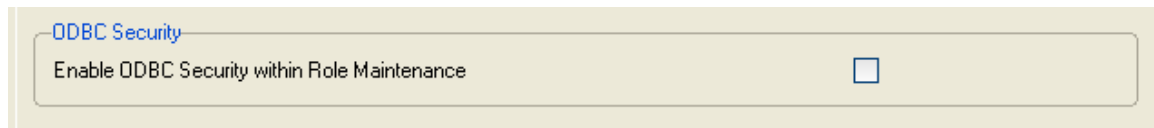
Enter **Serial Number** and **Unlocking Key** provided by IIG, and click **OK**.

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.

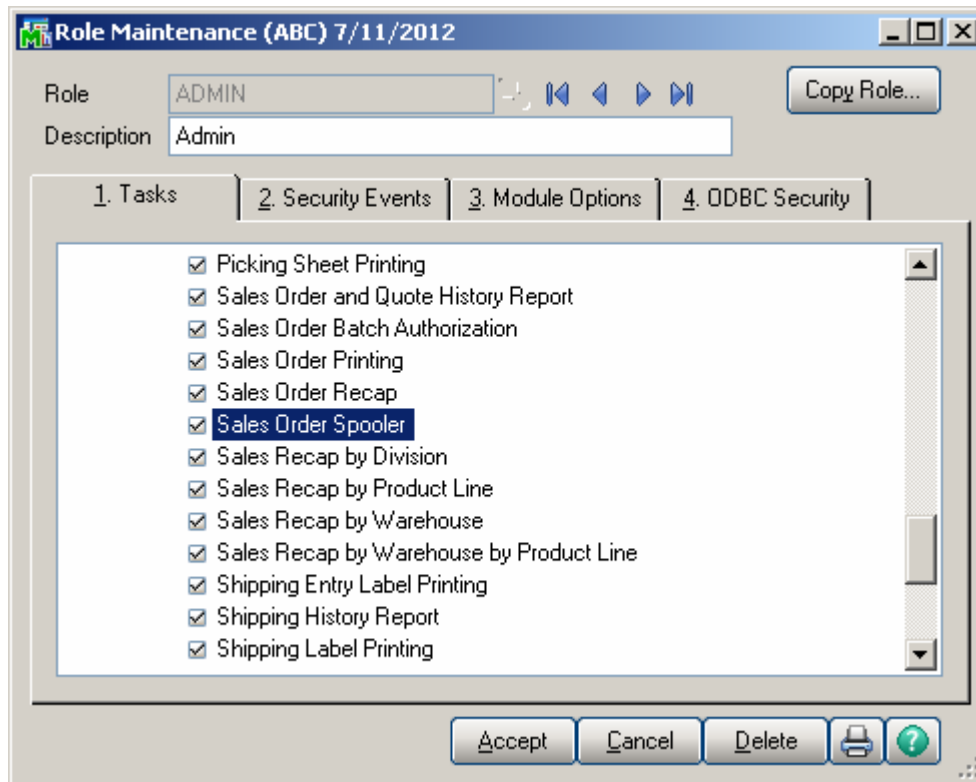
ODBC Security

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.



Introduction

The **Order / Pick Ticket Spoolers** enhancement enables printing Sales Orders and Pick Tickets automatically from the spooler programs.

Only Standard and Back Orders can be printed from the spooler programs.

For Picking Sheets, Comment, Miscellaneous, Special item lines will be printed.

The **Pick Ticket Spooler** does not print pick sheets for orders **On Hold**. They can be printed only manually with the standard **Picking Sheet Printing** program.

The **Pick Ticket Spooler** does not print orders that are expired or unauthorized, irrespective of the setting on the **Picking Sheet Printing** screen.

Note: When running the Spooler programs for the first time in a Company the Template Selection screen is opened allowing the user to select the form template to be used for printing.

Pick Ticket Spooler

Select the **Pick Ticket Spooler** program under the **Sales Order Reports** menu.

The screenshot shows the 'IIG Pick Ticket Spooler (ABC) 7/11/2012' application window. It features several sections for configuration and control:

- Form Code:** STANDARD (with a magnifying glass icon)
- Description:** Plain
- Buttons:** Designer...
- Number of Copies:** 1 (with up/down arrows)
- Collated:**
- Multi-Part Form Enabled:**
- Multi Part...:** Button
- Batch Date:** 07/11/2012
- Average time to process:** 3
- Batch Time:** 04:00 PM
- Estimated time completed:** 09 s
- Active Records:** 3
- Actual Transaction Time:** 0
- Order Number:** (empty field)
- Name:** (empty field)
- Status:** (empty field)
- Printer:** Adobe PDF
- Start:** Button with a traffic light icon
- Last action:** A large empty text area for displaying the last performed action.
- Printer Selection:** A dropdown menu currently showing 'Adobe PDF'.
- Setup:** Button

Click the **Start** button to start processing active records. After these records are processed, the program will wait for new records and continue to process any new ones added to the spooler.

The **Last action** pane displays the description of the action last performed by the spooler. If there is an error (for example, an order is deleted or there are no printable lines), the error description is displayed.

IIG Pick Ticket Spooler (ABC) 7/11/2012

Form Code: STANDARD
Description: Plain

Number of Copies: 1 Collated: Multi-Part Form Enabled:

Batch Date: 07/11/2012 Average time to process: 3
Batch Time: 04:22 PM Estimated time completed: 0
Active Records: 0 Actual Transaction Time: 0
Order Number: Name:

Status: Waiting for records... Stop
Printer: Adobe PDF

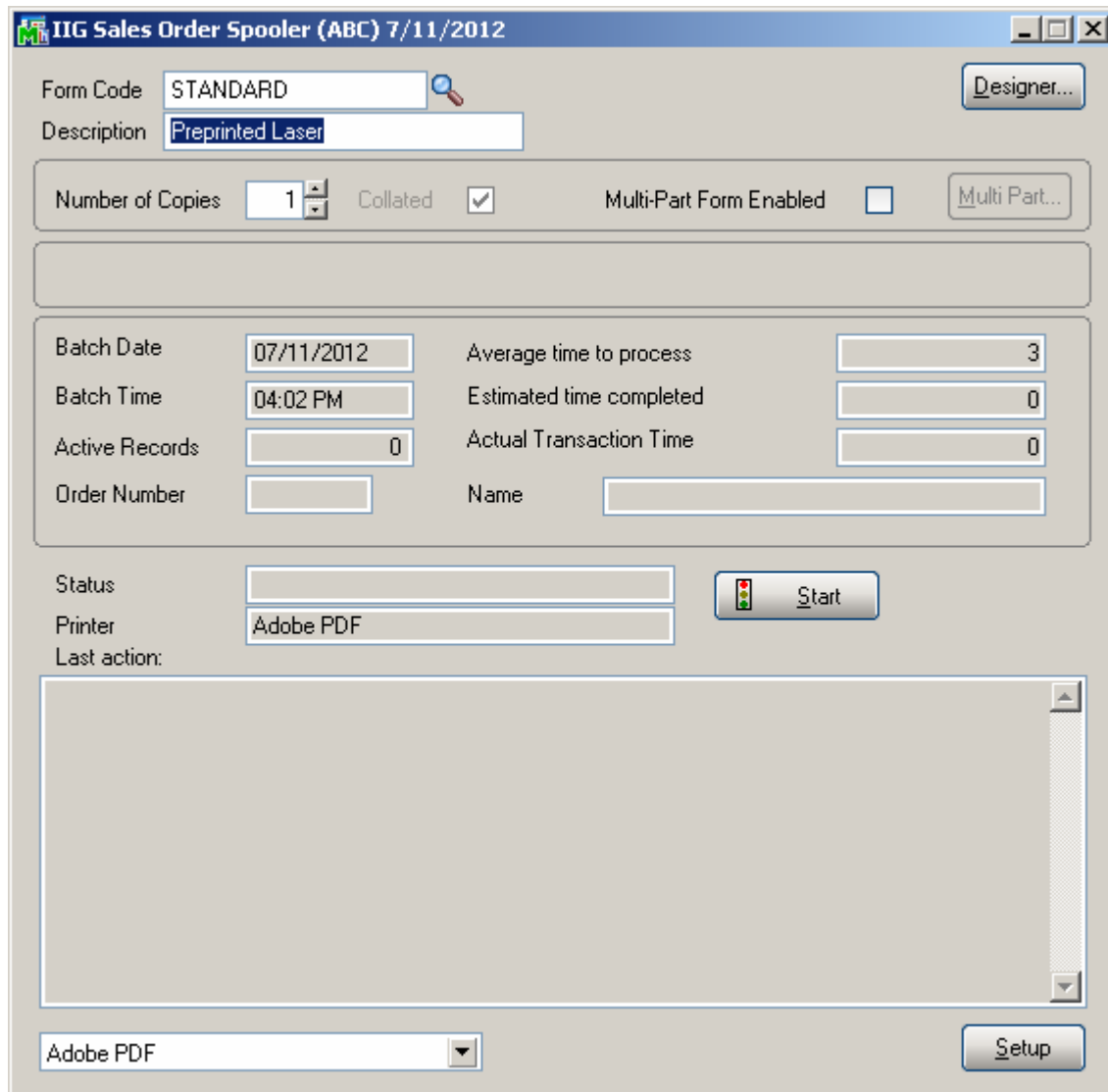
Last action:
Last Processed: IIG ABC S0000171 American Business Futures
NO PRINTABLE LINES
Last Processed: IIG ABC S0000164 Orange Door & Window Co.
Last Processed: IIG ABC S0000162 American Concrete Service
Last Processed: IIG ABC S0000161 Hillsboro Service Center
Last Processed: IIG ABC S0000158 Autocraft Accessories
Last Processed: IIG ABC S0000115 American Business Futures
Last Processed: IIG ABC S0000103 Orange Door & Window Co.
** INONE STANDARD/BACK ORDER **
PTS Pick Ticket Spooler Startup!

Adobe PDF Setup

To send a sales order to **Pick Ticket Spooler**, select the **Print Pick Sheets** box on the **Header** tab of **Sales Order Entry**, and accept the order.

Sales Order Spooler

Select the **Sales Order Spooler** program under the **Sales Order Reports** menu.



The screenshot shows the 'IIG Sales Order Spooler (ABC) 7/11/2012' application window. It features several sections for configuration and execution:

- Form Code:** STANDARD (with a magnifying glass icon and a 'Designer...' button).
- Description:** Preprinted Laser.
- Number of Copies:** 1 (with a spinner control).
- Collated:** (checked).
- Multi-Part Form Enabled:** (unchecked).
- Multi Part...** button.
- Batch Date:** 07/11/2012.
- Batch Time:** 04:02 PM.
- Active Records:** 0.
- Order Number:** (empty field).
- Name:** (empty field).
- Average time to process:** 3.
- Estimated time completed:** 0.
- Actual Transaction Time:** 0.
- Status:** (empty field).
- Printer:** Adobe PDF.
- Last action:** (empty text area).
- Start** button (with a traffic light icon).
- Setup** button.
- Printer Selection:** Adobe PDF (dropdown menu).

Click the **Start** button to start processing active records. After these records are processed, the program will wait for new records and continue to process any new records added to the spooler.

The **Last action** pane displays the description of the action last performed by the spooler. If there is an error (for example, an order is deleted, or there are no printable lines), the error description is displayed.

IIG Sales Order Spooler (ABC) 7/11/2012

Form Code: STANDARD
Description: Plain

Number of Copies: 1 Collated: Multi-Part Form Enabled:

Batch Date: 07/11/2012 Average time to process: 3
Batch Time: 04:21 PM Estimated time completed: 0
Active Records: 0 Actual Transaction Time: 0
Order Number: Name:

Status: Waiting for records... Stop
Printer: Adobe PDF

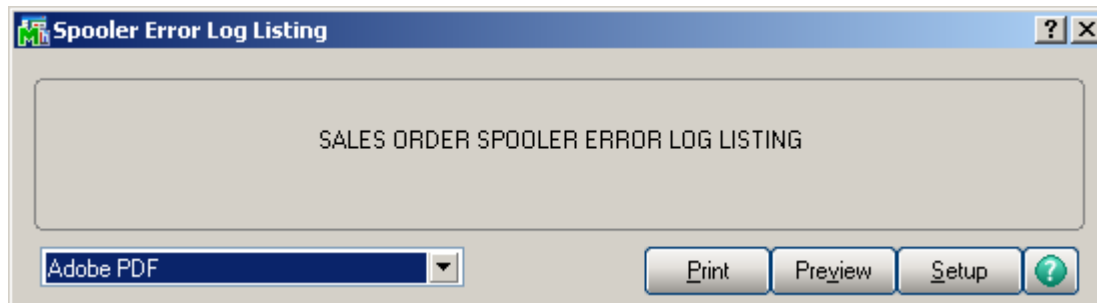
Last action:
Last Processed: IIG ABC S0000171 American Business Futures
Last Processed: IIG ABC S0000164 Orange Door & Window Co.
Last Processed: IIG ABC S0000162 American Concrete Service
Last Processed: IIG ABC S0000161 Hillsboro Service Center
Last Processed: IIG ABC S0000158 Autocraft Accessories
Last Processed: IIG ABC S0000115 American Business Futures
Last Processed: IIG ABC S0000103 Orange Door & Window Co.
** INONE STANDARD/BACK ORDER **
Sales Order Print Spooler Startup!

Adobe PDF Setup

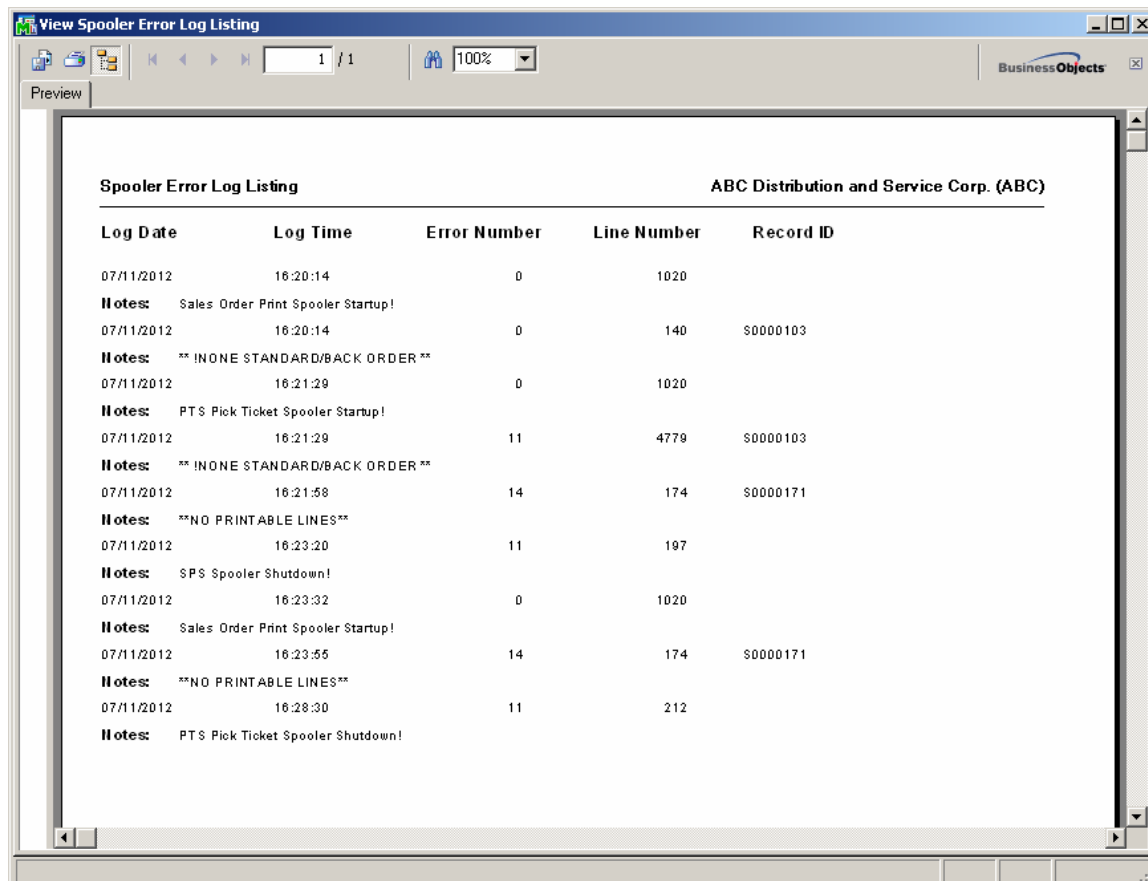
To send a sales order to **Sales Order Spooler**, select the **Print Order** box on the **Header** tab of the **Sales Order Entry**, and accept the order.

Spooler Error Log

Select the **Spooler Error Log** program under the **Sales Order Reports** menu.

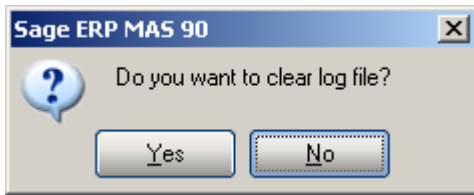


Here is an example of printout:



This report prints information about the **Pick Ticket Spooler** and **Sales Order Spooler** activity.

After the report is previewed/printed the user is prompted about deleting the log file:



Selecting Yes will clear the log file records.