

What It Does

Supplies Network, a DMI company, provides a downloadable Price List file that contains item price changes and product information via their Web site, www.suppliesnetwork.com. ECi Content Services' *SNCustom* program allows you to import the product information from the Supplies Network price file into the ECi™ DDMS® Item database.

How To Do It

Here is a summary of the procedures, and when to complete them:

- Download the import program *SNCustom* using PSNControl from the O/PUS PSN.
How often? Quarterly
- Obtain the Price List file from the Supplies Network website.
How often? Dealer determined, or as often as recommended by Supplies Network
- Run the *SNCustom* import program – this is the only Dedicated function of the process.
How often? Dealer determined, when a Price List file needs to be imported

Downloading and Installing the Latest SNCustom Program (Quarterly)

You obtain the latest *SNCustom* program by running PSNControl and downloading the *SNCUSTOM* filename.

As part of the download process, a *SNCustom* icon will be placed on your DDMS server desktop.

Obtaining the Price List file from the Supplies Network website

From the Supplies Network Web site, select the following links, as shown:

1. In your browser, go to www.suppliesnetwork.com.
2. Log in.
3. On the top menu, hover your mouse on **netMarketing**, and then click **Catalogs**.



4. In the Catalogs page, enter your **Email Address**, then select **Complete Export**, and click **Submit**, as shown below

As of Q1 of 2009, Supplies Network has revised the method for generating these files to enhance reliability of the service during periods of peak load. Please enter your email address in the text box below and select the report type. Upon submission of your request, we will email you the file within 10 minutes.

Email Address:

Complete Export ? Full list of all items
 Partial Export ? Adds, Deletes, Price Changes since last Partial Export

- The file will be emailed to you as an attachment within 10 minutes. Save the file to a folder where you wish to store the Price List files.

Note: To learn more about the Price List file, please contact your Supplies Network account representative for assistance by calling **800-729-9300**.

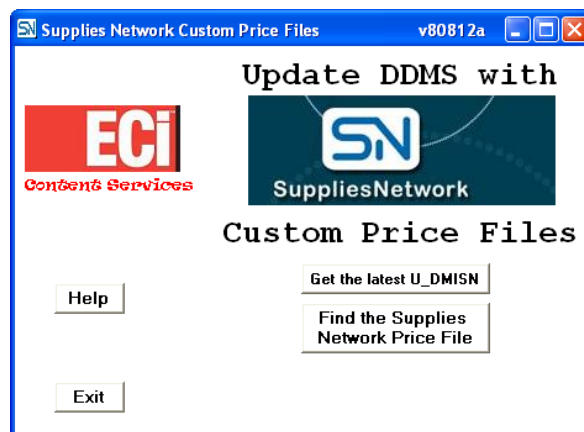
Running SNcustom Price List

- To start the program, double-click the *SNcustom* icon on your DDMS server desktop.

Downloading the Latest U_DMISN Program (Quarterly)

Each calendar quarter you will need to refresh the internal update program U_DMISN.

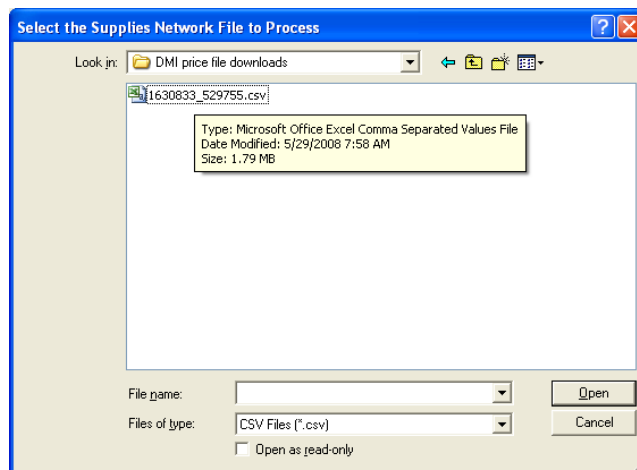
- After launching *SNcustom*, click the **Get the latest U_DMISN** button. The PsnControl program will automatically download the U_DMISN program from the O/PUS PSN.



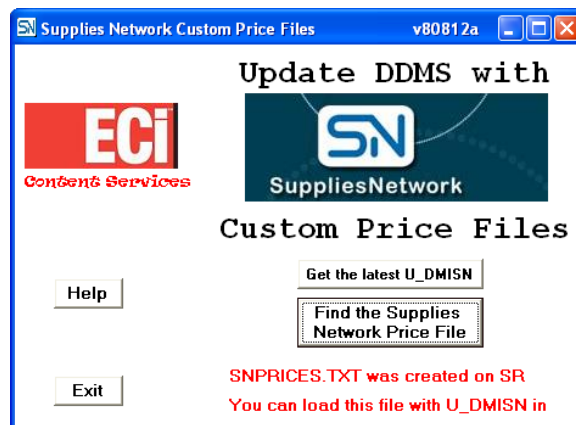
Selecting the DMI/Supplies Network Price List

Note: Remember, you obtain the Price List from the Supplies Network Web site.

- Click the **Find the Supplies Network Price File** button.
- Use the standard Windows **Open** dialog box to navigate to and select the Supplies Network Price List file that you want to load. It is in comma-separated value (CSV) format.



- A confirmation message will be displayed after you have selected the Price List file to export to the required SNPRICES.TXT file.
- Upon exporting the Price List file to the SNPRICES.TXT output file, the SN Custom Price Files screen will again display, confirming that the SNPRICES.TXT was created on your \ddms\SR folder.



Running the U_DMISN Price List Catalog Update

Use the U_DMISN program to load the SNPRICES Price List into the DDMS inventory.

Note: This procedure is dedicated. Make sure no one is using your DDMS system.

1. Go to the (+ I) **O/PUS Toolbox**. In DDMS graphical software, double-click **Keyop Menu**, and double-click **Specials**. In the Special Programs screen, type **I**.
2. Type **F** for *BPIR Communications screen*
3. Type **P** for *Run Program*
4. At the prompt for Which program?, type **U_DMISN**
5. At the prompt to verify **Are you ready to run U_DMISN?**, select your response:
 - a. Type **Y** if you are ready to begin the process.
 - b. Type **N** if you do not want to begin, and abort the process.

```
Are you ready to run U_DMISN? (Y/N)
```

6. To accept the default filename (**SNPRICES**) and folder (**SR**), press Enter. Or, if you renamed the default SNPRICES file, enter the file name that you used. If you do not fill the field, press Tab to change the folder, and press Enter to accept.

```
File Name and \DDMS folder for the file to be processed:  
FILENAME = [ SNPRICES ] FOLDER = [ SR ]
```

7. At the prompt to **Add new items NOT FOUND in your inventory?**, select your response:
 - a. Type **Y** to add new items that do not already exist in your inventory file.
 - b. Type **N** so that new items will not be added to your inventory.
8. If you answer 'Y' to add new items, you can specify a stock class (default=W) and/or item department (default=1) for the new items.

```
NEW Items will be created in:  
Stock Class? [ ] Default = W Item Dept ? [ ] Default = 1
```

9. At the prompt to **Update Cost on DMI (Primary Whlsr) Items?**, select your response:

Note: This affects the I-WHL record for items where the Primary Wholesaler is DMI. If, however, an item's Primary Wholesaler is *not* DMI, the Supplies Network cost will be added (or updated if the DMI record already exists) in the multivendor record (I-CAT).

- a. Type **Y** to update the item's cost where the wholesaler or multivendor record is DMI.
 - b. Type **N** for items to retain existing I-WHL cost.
10. At the prompt to **Update List Price on Existing Items?**, select your response:
 - a. Type **Y** to load the Supplies Network price into the Pricing Record (I-PRICE) List Price field.
 - b. Type **N** for items to retain their existing list price.

11. Specify any stock class(es) where you *do not* want any item information to be changed.

```
Enter up to 10 Stock Classes you DO NOT want to be updated:
<RETURN> = All Classes will be updated
[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]
```

12. Press Enter.

13. Enter the 2-character designation for the printer where you want the exception report to be printed. Typically this will be your report printer.

```
Enter Printer (P1, P2 ...) for Exceptions report [ ]
```

14. At the prompt to verify it is **OK to proceed**, select your response:

- a. Type **Y** if you are satisfied with your selections, and the update process will begin.
- b. Type **N** if you need to change your selections, and the program will abort.

```
O.K. to proceed ? (Y/N)
```

15. To rebuild the Super Index, go to the (+I) screen and select the [I] Super Index action code. At the Rebuild I-SUPER prompt, type **Y**.

Optional Post-Load Steps

These optional steps move updated item costs into the (E) screen and Item database window. For details, see *O/PUS Toolbox* on the DDMS support site.

16. (Optional) To use the updated prices to determine your Purchasing Vendor, first use (+I-1) Reset Purch Vendor to Primary Whl program in the O/PUS Toolbox.

17. (Optional) Complete your normal post-load procedures to set your Purchasing Vendor using the (+I-L), (+I-Z) or (+I-T) program in the O/PUS Toolbox.

18. If you use Customer Price Plans, Price Modeling, SQL Preview Reports, or other DDMS SQL applications, use EBS SQL Import Control Panel to run a FULL (NOT DELTA) import of all inventory files and CONTRACTS to ensure proper data synchronization. Restart Scheduler Engine. See “Using EBS SQL Import Control Panel” on the DDMS support site.

Troubleshooting

If you have questions regarding the *SNcustom* program or U_DMISN parameters, contact ECi DDMS Technical Support.

Disclaimer:

The item file update that you have requested does not qualify to be error free and/or duplicate free. When loading an update, the O/PUS® software attempts to match each item against an existing record in your database. New records are created only when an item cannot be matched to an existing record. This matching is done using information provided by the vendors.

Sometimes a vendor does not provide enough information to allow the software to accurately identify items. This may be due to a lack of UPC codes, unknown vendor abbreviations, or other factors that are beyond O/PUS' control. In these cases, you may find that you have new items records that duplicate items already in your system.

O/PUS must expressly reject and disclaim any representations, warranties, obligations, liability or responsibility for duplicated item records or product errors in your inventory, and for any losses or damage, including consequential damages, resulting from use of the duplicated or erroneous information. Nor can, O/PUS provide support on duplicated or erroneous item records, or on issues resulting from them.