



SYNNEX Electronic Item Update Instructions

Synnex price files that you download from the O/PUS® PSN are loaded into your DDMS item database with U_SYNX which will update Synnex items and create MultiVendor records if an existing item has a different primary wholesaler.

1st - Download Files (Not Dedicated)

Download from the O/PUS PSN

Run the **PsnControl** program to transfer the files listed to the right from the **O/PUS PSN** to your DDMS computer.

Filenames

U_SYNX

↑ *update program name*

I-SYNX

↑ *Synnex price file name*

2nd - Update Steps (DEDICATED)

Make sure that you have a current Backup of the Inventory folder.

In the +IF screen, enter P for 'Run Program'

Which program? U_SYNX

Are you ready to run U_SYNX Y/N ? Y

The following prompts will appear:

- 1. Printer for Report** *Enter the printer designation for the exception report.*
- 2. Filename of the Synnex Update File** *U_SYNX will look for I-SYNX in your "Download Folder". If it is not there, you will be prompted to enter a Filename again with an alternate Folder.*
- 3. Cost Level (1 or 2)** *Enter your dealer net cost level.*
- 4. Update Computer Supplies and** *The Computer Supplies product group will be updated. You may select another product group (hardware, software, neither or both) to include in the update.*
 - [H] Hardware**
 - [S] Software**
 - [N] Neither**
 - [B] Both**
- 5. OK to Proceed ? (Y/N)** *Y = begin the update, N = start over*

The following step can be run after you load an update. It will move the new item costs into the Purchasing Vendor.

- 1. Run +IZ , +IL , or +IT** *See instructions in the O/PUS documentation if needed.*

If you have any questions, please contact ECi Support at ddmsupport@ecisolutions.com or 800.366.4778.

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