

# Using Wrap-N-Label and Wrap-N-Pack

## What It Does

In today's competitive marketplace, you need every advantage you can get. Many wholesalers will package and label each customer's order for you, so you don't have to. This feature is called Wrap-N-Label or Wrap-N-Pack.

Your system can transmit P/Os that your wholesaler will prepackage for you — all you have to do is set your parameters for it and notify your wholesaler.

You need to set Wrap-N-Pack parameters separately for each wholesaler. For most wholesalers, go to the (L6) subscreen that contains their communication parameters, find the Wrap-N-Pack parameter, and set it to **Y**. (To use Wrap-N-Pack with O'Henry, for example, go to the (L6EA) screen and set the WRAP-N-PACK field to Y.)

For United and S.P. Richards, however, it's a little more complex, because there are related features to consider. We'll cover each of these separately.

**Note:** These labels use the shipping address by default. For the shipping address to print, you must have text in the City field of the customer's shipping record (C-SHIPTO).

## Setting Up Wrap-N-Label with United

To use United's Wrap-N-Label feature, go to the (L6F) United Communications screen, which is shown below. Tab to each of the following parameters, and set them using the instructions that follow.

```

17: 13: 25                United Communications Screen                08/12/02
=====
Communication Parameters | United Parameters [ 1 ]
-----|-----
Hayes Only ?            Capture Log ? (Y/N) | Acct Id [ ] Pass [ ]
Prefix ?                Reliable ?           | Account #1 [ ] [ ]
Uni-Link #              Baud :              | Account #2 [ ] [ ]
Score #                 Baud :              | Account #3 [ ] [ ]
Elec. Inv #             United Direct ?    | Account #4 [ ] [ ]
Block Size #            Time out #          | Account #5 [ ] [ ]
Phone Line #M1          Transmission #       | E. Inv [ ] Pass [ ]
Custom String [        ] | Interlink System Id [ ]
Order Type ?            File Type ?         | Shipping Inst. , , , ,
ADOT ?                  W-N-L ?            Consolidated W-N-L ? | Consumer Text , , , ,
Multiple Drop Ships ?   Zipcode Routing ?  | Barcode ?
Allow Backorders ?     Ignore NDS ?       | ASI Label Format ?
Exc. Mfg [ ] [ ] [ ] [ ] | Label Format [ ]
Consolidate Locations on Orders ? | Route : (R/S/Z) Tag [ ]
Item Description on Acknowledgment ? | Ref# : (I/C/P) Tag [ ]
Break Page Between Each Order ? | P/O# : (C/P) Tag [ ]
Pre-Receive Purchase Orders ? | Terminal Type # Control ?
Printer [ ]             Region ID ?
=====
  
```

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## W-N-L

United's Wrap-N-Label feature treats your P/O as if it were actually a collection of individual P/Os, one for each customer. To identify each customer order within the P/O, the system assigns sequence numbers to them (ØØ1, ØØ2, and so forth).

The W-N-L field lets you enable Wrap-N-Label, and indicate how you want to handle the labeling. Specify one of the following codes:

- Y (recommended)** Use the SHIPPING INST and CONSUMER TEXT parameters to specify label options. We'll describe these parameters later.
- Z** Prints labels that include: customer invoice number, customer P/O number, shipping address, and route.
- U** Prints labels like those for the **Z** option, but omits the shipping address.
- H** Prints labels like those for the **Z** option, but prints only 29 characters per line instead of 40. Use this option when transmitting orders to an HP house.

## Consolidated W-N-L

If you set this parameter to **Y**, all Wrap-N-Label orders will be combined on a single United invoice, instead of being invoiced separately. Consolidating these invoices

can save time when posting to accounts payable—you have only one United invoice to post, instead of one per customer.

## Break Page Between Each Order

Indicate how you'll handle Wrap-N-Label acknowledgments with this parameter:

- Y** Print one order per page on the acknowledgment, and leave these orders in the acknowledgment file.
- N (recommended)** Print one order per page on the acknowledgment, and delete the acknowledgment file after it prints.
- X** Print several orders per page on the acknowledgment, and leave those orders in the acknowledgment file.
- Z (recommended)** Print several orders per page on the acknowledgment, and delete the acknowledgment file after it prints.

## Shipping Inst

Indicate what shipping instructions the label will contain here. This field applies only when you set the W-N-L parameter to **Y**. This portion of the label may contain up to six lines. Use codes to indicate what prints. Specify these

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codes in the order you want them to print.

- |   |                              |
|---|------------------------------|
| <b>I</b> Invoice number                         | <b>C</b> Customer P/O number |
| <b>R</b> Route                                  | <b>W</b> WHOCALLED special   |
| <b>E</b> END special                            | <b>L</b> Long P/O number     |
| <b>F</b> P/O number                             | <b>N</b> Customer name       |
| <b>S</b> SORT ORDER field from the (AQ) screen. |                              |

You can leave a blank line on the label by leaving a blank between codes. Specify **N**, **R**, for example, and you put a blank line between the customer's name and the route.

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**Note:** You cannot leave the first place blank; if you do, the system ignores this parameter.

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## Consumer Text

Here you indicate which customer instructions the label will contain. This field applies only when you set the **W-N-L** parameter to **Y**. You can include up to six lines of customer instructions. Like the **SHIPPING INST** field, enter codes in the order you want information to print, and leave blank spaces to print a blank line. The codes for this field are the same as those for the **SHIPPING INST** field.

## Barcode

Use this field to print bar codes on United's labels. If you do not want to print bar codes on the labels, leave this field blank.

To print bar codes, specify one of the following codes:

- P** P/O number
- I** Invoice number
- C** Customer's P/O number.

## Label Format

Specify the label format you want to use in this field. Six formats are available: **SHIPLB01—SHIPLB06**. **DDMS** recommends **SHIPLB06**, because it is the only format that includes both consumer text and shipping instructions.

## Route/Tag

These fields let you print routing information on labels. In the **ROUTE** field, indicate what kind of routing information you want to print by specifying the appropriate code:

- R** Print the customer's route.
- S** Print the customer's route and sort order (from the **SORT ORDER** field in the (AQ) screen).
- Z** Print the zip code from the customer's shipping address.

In the **TAG** field, you can enter a description, which prints in front of the routing information. If you're printing zip codes, for example, you could type **ZIP** in the **TAG** field.

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## Ref#/Tag

These fields let you print a reference number on your labels. Specify a code in the REF# to indicate what you'll use as a reference number:

- I Use the customer's pick ticket or invoice number
- P Use the vendor's P/O number from the (F) screen
- C Use the customer's P/O number.

The TAG field lets you print a description for the reference number.

## P/O#/Tag

These fields let you indicate which kind of P/O number to print on your labels. (Remember that you're choosing the P/O number for the customer's convenience, since it's for Wrap-N-Label orders.) Use one of the following codes:

- C Customer's P/O number
- P Vendor's P/O number from the (F) screen.

The TAG field lets you print a description before the P/O number.

When you complete the last field you need to change, save your changes by pressing RETURN until the (L6) Vendor and Wholesaler Communications menu appears.

## Setting Up Wrap-N-Pack with S.P. Richards

To use S.P. Richard's Wrap-N-Pack feature, you set parameters in the (L6C) Sparco Ez-Order/Interactive Parameters screen, which is shown below.

Tab to each of the following parameters, and set them using the instructions below.

## Label Options: Option/Tag/Barcode

The Option field allows you to designate what information will print on the label and where it will print.

See the sample label below.

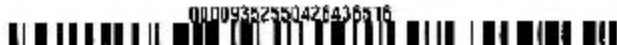
```
17:24:54 Sparco Ez-Order / Interactive Parameters 08/12/07
-----
Modem Parameters | SPARCO Parameters [ 1 ]
-----
Hayes Only ? (Y/N) | Capture Log ? (Y/N) | Ship Code ? Backorders ?
Prefix ? | Reliable ? | SPARCO Subs ? Print cost ?
Sp/Link # | Baud : | Like Item Subs ? Pre-Recv ?
Sp/order # | Terminal ? | Convert Units ?
Block size # | File Type ? | Print shorts ?
Line #M1 Custom String [ ] | Ship Partial ?
SPR Direct ? Direct Prefix [ ] | Print One Order Per Invoice ?
| Print List on Pick ?
Cust Nbr Cust Id Printer | Compressed Ack. Format ? (Y/N)
1 [ ] [ ] [ ] | Multiple Drop Ship ?
2 [ ] [ ] [ ] | Zipcode Routing ?
3 [ ] [ ] [ ] | Ignore NDS ? Alternate whse ?
4 [ ] [ ] [ ] |
-----
Label Options
Option Tag Option Tag Barcode
1 [ ] [ ] 5 [ ] [ ] [ ]
2 [ ] [ ] 6 [ ] [ ] [ ]
3 [ ] [ ] 7 [ ] [ ] [ ]
4 [ ] [ ]
-----
wrap-N-Pack ? Blind w-N-P
Primary Loc [ ] Shorts ?
Short Locations
[ ] [ ] [ ] [ ] [ ]
```

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Enter one of the following responses in the Option field:

- |                                  |                     |
|----------------------------------|---------------------|
| I Invoice Number                 | S Customer Sort     |
| C Customer P/O Number            | N Customer Name     |
| F P/O Number from the (F) Screen | L Long P/O Number   |
| R Route Code                     | A Attention Special |
| W Who Called                     | 1 Label Z Line 1    |
| E End Line                       | 2 Label Z Line 2    |

	<b>FROM</b>	<b>TEST ACCOUNT</b> DO NOT SHIP CALL SPR HQ MIS DEPT	04-365521 Ctn: 2 OF 2	2/23/07 <b>U PS</b>	<b>Seq #</b> 003
<b>Options</b>					<b>Options</b>
<b>1</b>	<b>CUSPO</b>	<b>1001</b>	<b>LBLZ2</b>	DELIVER TO STOCK	<b>5</b>
<b>2</b>	<b>CNAME</b>	TEST CUSTOMER	<b>ROUTE</b>	<b>TED2</b>	<b>6</b>
<b>3</b>	<b>INVOI</b>	<b>151300</b>	<b>FSCPO</b>	2353	<b>7</b>
	<b>TO</b>	TEST CUSTOMER THIS IS THE SUITE FIELD THIS IS THE ADDRESS FIELD PARIS, TX 76262			<b>TK01</b>
<b>4</b>	<b>LBLZ1</b>	SHIP COMPLETE		UPS GROUND 09--USA EXPRESS ZONES : P WAVE # : 20060822002	<b>NA</b>



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In Option field #1, you can only enter customer or dealer purchase order information.

In the Option fields #5-7, you can print a barcode on the label, instead of text. (Read the description below.) If you use Option fields #6 and 7, the existing label text in the P/O Comments field in the secondary screen is overwritten.

The corresponding Tag field lets you enter a description, which will print before the option on your labels. *The Sparco description no longer automatically prints.* You can enter up to five alphanumeric characters. For example, if you want to enter the purchase order number as a description, you would type PO NO, not PO #.

The Barcode field, next to Option fields 5-7, allows you to print the option that you enter as a barcode. (The Option fields are described above.)

In the Barcode field, enter one of the following responses:

- Y **(default)** The system prints the option as a barcode.
- N The system does not print the option as a barcode.  
Compressed Acknowledgment Format

## Compressed Ack Format

Indicate whether you want Sparco's acknowledgments to print in compressed format through this field.

When acknowledgments print, the system includes sever-

al lines of header information for each invoice. If you use compressed format, the system prints this header information only once, greatly reducing the number of pages.

Enter the appropriate response:

- Y **(recommended)** Print acknowledgments in compressed format.
- N **(default)** Print acknowledgments in standard format.

## Wrap-N-Pack

This field indicates whether you want to use the Wrap-N-Pack feature. To use Wrap-N-Pack, type Y.

## Blind W-N-P

Use this field to indicate whether to include customer information on wrap-n-pack orders.

Enter the appropriate response:

- Y The system sends no customer information on wrap-n-pack orders. It does print dealer information, route, the (F) Purchase Order Entry screen purchase order number, and label options.
- N **(default)** The system prints customer information including name and address. It also prints dealer information, including label options.

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## Shorts

Indicate whether you want to use the auto shorts feature here. Auto shorts will automatically fill your order from another branch when the main branch can't fill it. Enter the appropriate response:

- Y** Use auto shorts. If a Wrap-N-Pack order cannot be filled at the main branch, it's filled at another branch, but is no longer treated as a Wrap-N-Pack order.
- X** Use auto shorts. If a Wrap-N-Pack order cannot be filled at the main branch, it's filled at another branch, and is still treated as a Wrap-N-Pack order.
- N (default)** Do not use auto shorts.

## Short Locations

If you set the SHORTS field to **X** or **Y**, specify the additional Sparco locations you want orders filled from in these fields. Specify the locations in your order of preference.

You use codes to specify branch locations. For a list of these codes, see the description of the Sparco Locations Record in "Chapter 18: Setting Sparco Parameters" in *Book V: Purchasing and Communications*.

After completing the last field you're changing, save your changes by pressing RETURN until the system redisplay the (L6) Vendor and Wholesaler Communications menu.