

## What It Does

Image Star (www.imagestar.com), a source for original equipment manufacturer (OEM) and compatible printer, fax, copier, and data media supplies, provides an item catalog that contains item price changes and product information. This document guides you thru the process to load the item catalog into the ECI™ DDMS® Item database.



## How To Do It

### 1<sup>st</sup> - Download Files from the O/PUS® PSN

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**Note:** The PSNControl procedure is NOT a dedicated procedure. You may download files at any time.

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Run the **PSNControl** program and transfer the following files from the **O/PUS PSN** to your DDMS computer:

<u>Filename</u>	<u>description</u>
<b>U_IMAG</b>	(update program)
<b>I-IMAG</b>	(item catalog file)

### 2<sup>nd</sup> - Running the U\_IMAG Item Catalog Update

Use the U\_IMAG program to load the Image Star item catalog into the DDMS inventory.

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**Note:** The U\_IMAG procedure is *dedicated*. Make sure no one is using your DDMS system.

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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 *O/PUS PSN Utilities*
3. Type **P** for *Run Program*
4. At the prompt for Which program?, type **U\_IMAG** and press Enter.
5. At the prompt to verify **Are you ready to run U\_IMAG?**, select your response:
  - a. Type **Y** if you are ready to begin the process.
  - b. Type **N** to start over.

Are you ready to run U\_IMAG? (Y/N)

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

[ ] Printer for Report



- To accept the default filename (**I-IMAG**) and folder (**W1**), press Enter. The default folder displayed is your download folder from PSNControl. If the file is not found, you will be prompted to enter the file name, then press Tab to change the folder, and press Enter to accept.

```
[ I-IMAG ] Filename of the Image Star Update File  
[ I-IMAG ] on VOLSER [ W1 ]      Correct File? Y/N [ Y ]
```

- At the prompt to **Create Image Star Compatible Items (Y/N)**, select your response:
  - Type **Y** to add Image Star Compatible items that do not already exist in your inventory file. Compatible product lines are normally identified with a prefix of CPT or ISB. Consult Image Star for more information regarding the Compatible product lines.  
The vendor name for the primary wholesaler record will be **IMAGE STAR**
  - Type **N** so that Compatible items will not be added to your inventory.
- If you answer 'Y' to add Compatible items, you specify a stock class and item department for the new items.

```
[ ] Class for Compatible Items  
[ ] Department for Compatible Items
```

- At the prompt to **Create New OEM Items (Y/N)**, select your response:
  - Type **Y** to add OEM items that do not already exist in your inventory file. The vendor name for the primary wholesaler record will be **IMAGE STAR**
  - Type **N** so that new OEM items will not be added to your inventory.
- If you answer 'Y' to add new OEM items, you specify a stock class and item department for the new items.

```
[ ] Class for New OEM Items  
[ ] Department for New OEM Items
```

- At the prompt to verify it is **OK to proceed? Y/N**, select your response:
  - Type **Y** if you are satisfied with your selections, and the update process will begin.
  - Type **N** if you need to change your selections, and the program will abort.

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

### Notes:

Image Star provides a single level of dealer cost within their price file, which will be utilized when updating or adding items.

### Rebuild the Super Index

- 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**.

### Set Purchasing Vendor (Optional Post-Load Step)

These optional steps move updated item costs into the (E) screen and Item database window. For details, see *O/PUS Toolbox* ([www.ddms.com/Resources/Support/faq/opus/OPUSToolbox.pdf](http://www.ddms.com/Resources/Support/faq/opus/OPUSToolbox.pdf)).



- 14. (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.
- 15. (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.
- 16. If you use Customer Price Plans, Price Modeling, or other EnsiteEBS applications, refer to the section [Do you need to Re-Import SQL data in EnsiteEBS after quarter-end Housekeeping ?](#) of the Post Loading steps here: <http://www.ddms.com/support/faq/opus.htm>

### Troubleshooting

If you have questions regarding the U\_IMAG parameters, contact ECi DDMS Technical Support.

### Image Star Contact information:

Sales	Customer Service
Call Toll Free: 888-632-5515	Call Toll Free: 888-272-8204 Press 1
Fax Line: 888-635-7479	Fax Line: 888-635-7479
Or E-mail Us At: <a href="mailto:sales@imagestar.com">sales@imagestar.com</a>	Or E-mail Us At: <a href="mailto:customerservice@imagestar.com">customerservice@imagestar.com</a>

#### 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.