

DoItBest EDI FTP Version

Doit Best Corp has 2 different file layouts and 2 different ways of receiving orders, Price Updates and Promotions

Technical note: (Files should have a OC1 at the beginning of each record if viewed in Notepad if it's the new file layout)

In this manual we are going to explain the new FTP procedure.

You must have Doit Best Corp EDI department set you up on the FTP server. They will email you a Login and Password.

Note: This only has to be done once.

Create a vendor Called DoIt Best In Vendor Master

Vendor Master

Company Name: Do It Best
Physical Address: _____
Physical Address 2: _____
City: _____ State: _____
Zip Code: _____

Created: 9/27/2004
AP Code: _____
Vendor Type: _____
Status: Open

Web Address: _____

Sales Tax Category: Non-Tax Resale
Due Date Terms: _____
Invoice Due: 0 Days
Acct #: CYBER
Discount: 0 %
If Paid By the: _____

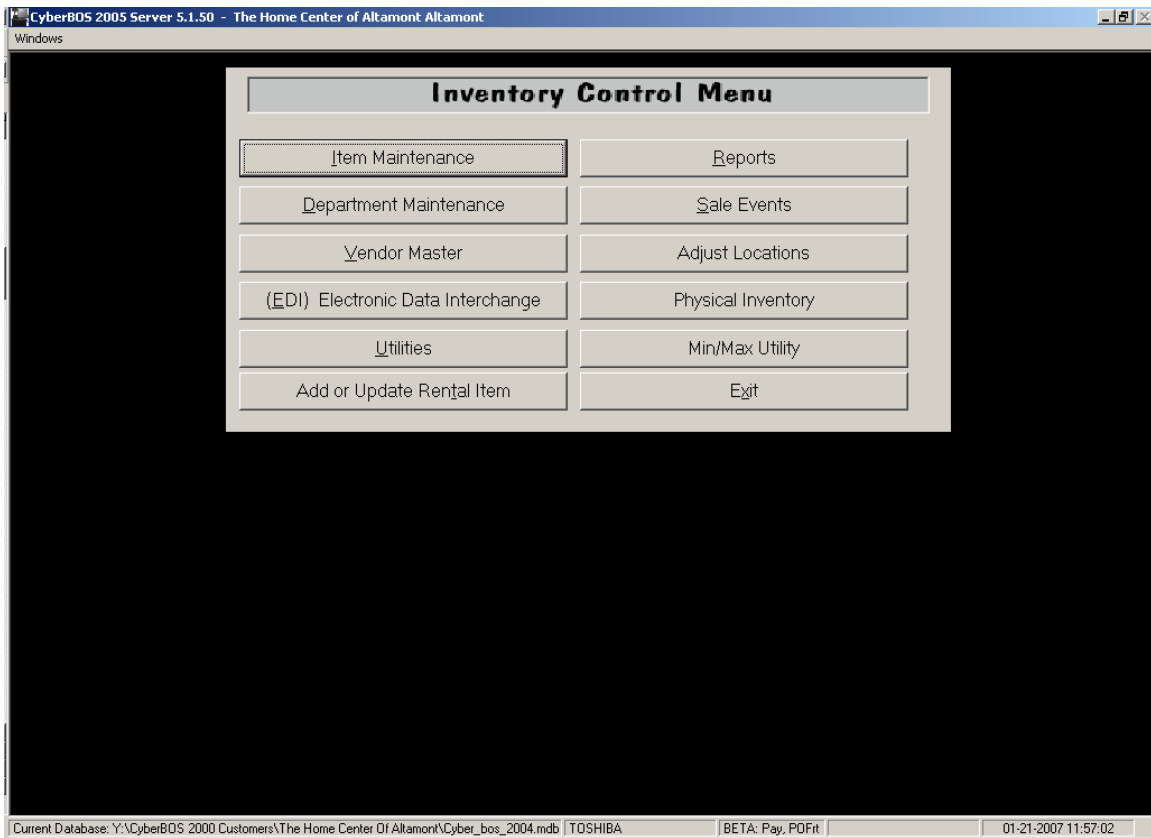
EDI Login: MBRCYBER
EDI Password: Password

Name	Email	Type	Number	Ext

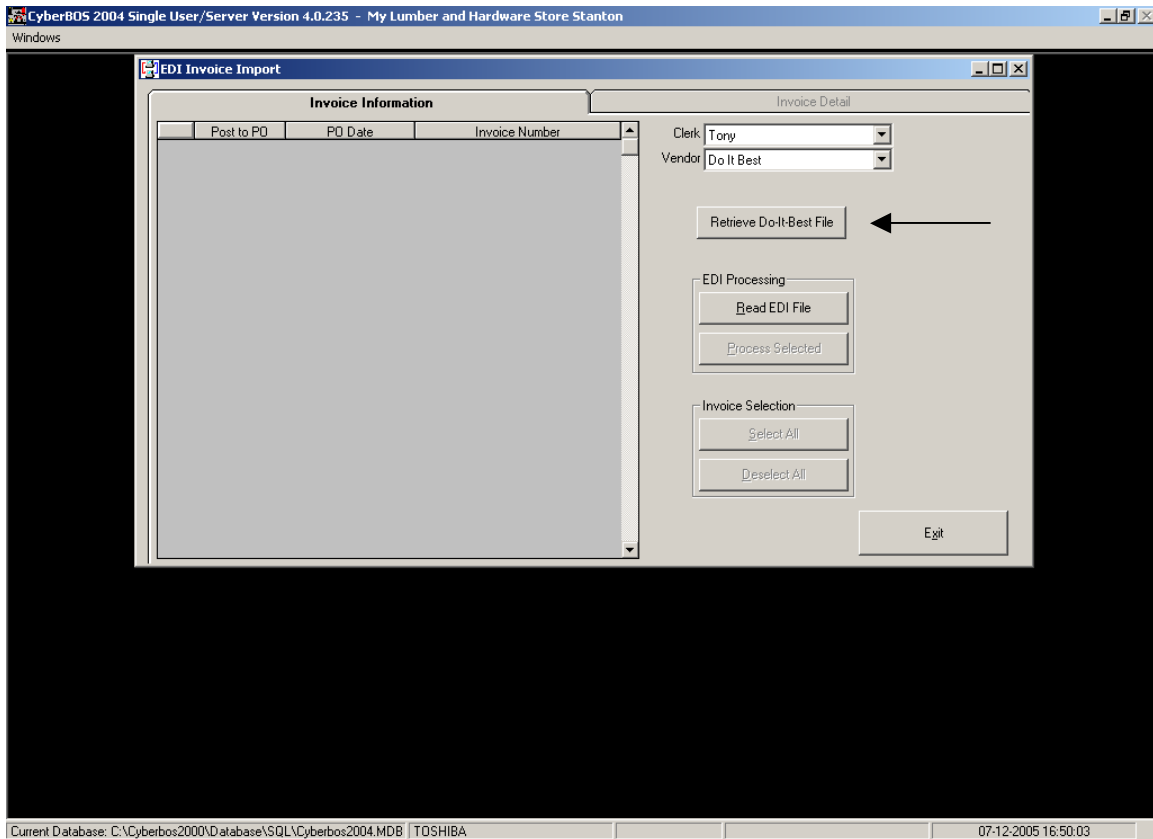
Buttons: Save And Exit, Save, Cancel/Exit, Print, Search, Delete, Help

Enter the Login and Password in their appropriate fields.(See the arrows?)

Be sure that you are logged on the internet. For FTP is internet based only.

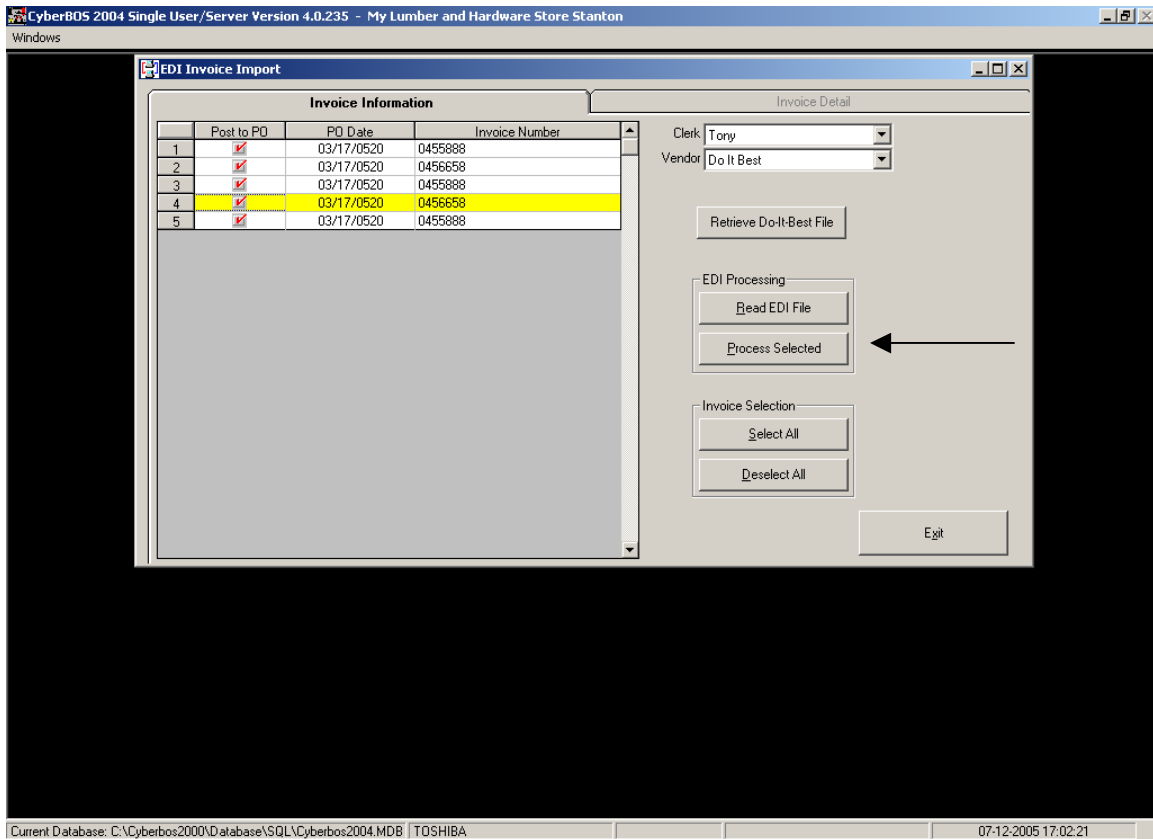


From the Inventory Control Menu Select EDI (Electronic Data Interchange)



Select your clerk name then select Doit Best from the Vendor list.

Click on Retrieve Do It Best File button (see the arrow?)



The grid will display all the Invoices, Price updates and Promos that are available to process.

If there are any Price Change Files or Proms in the grid, Uncheck them. Process the invoices first, separate from price changes promos. *See Process Price Changes in a separate manual.* Failure to uncheck the Price Change/Update Promos, will force you to do the Price Changes and Promos first. You will have to go back and process the invoices later. This manual is for training on Invoices Only. There is a separate manual for Price and Promo Updates.

Click on the Process Selected button. (See the arrow?)

You may choose to select or deselect invoices by clicking the check box just left of the PO Date.

Unknown Unit

When pulling in an order, you may get a screen that looks like this, if you do, it's because DoIt Best is sending you a UOM (Unit Of Measure) that is different from what you have on file for this item.

In this example this member has FT for the Primary Purchase UOM, but DoIt Best is sending SO (god only knows what SO represents) it appears to be a Spool (what's wrong with SP or SL for Spool?) and the member has it by the Foot (FT). You will also notice this member has the cost at .11 cents, and DoIt Best has the cost at \$48.45. This would indicate that DoIt Best is sending down the cost per Spool. Here is an opportunity for you to change the Item so your inventory will match DoIt Best. It is recommended.

Unknown Unit

An item has been received with an unknown unit of measure.

Product 504351
Description 500' RED 12SQL THHN WIRE
Cost \$48.95
Unit Of Measure SO

Choose Existing Unit Create New Unit

FT 24

Multiplier: 1 Multiplier
Conversion Factor: 1 Retail Price
Cost: \$.11
Retail: \$.19

OK

Change the Unit to SO, if it does not exist, Click on Create New Unit and add it.

Unknown Unit

An item has been received with an unknown unit of measure.

Product 504351
Description 500' RED 12SQL THHN WIRE
Cost \$48.95
Unit Of Measure SO

Choose Existing Unit Create New Unit

FT SO

Multiplier: 1 Multiplier
Conversion Factor: 1 Retail Price
Cost: \$.11
Retail: \$.19

OK

Put 500 in the Multiplier Field. Because this order had 4 Spools on the order, but the system has it in by the foot, you have to tell the system how many feet are on a SO (Spool). You have to look and hope the description tells you how many feet are in the Spool. If not, you will be forced to look it up on their web site, or in their catalog.

Invalid Items

CyberBOS 2004 Node Version 4.0.240 - Paola Paola

Windows

EDI Invoice Import

Invoice Information				Invoice Detail					
	Invoice	Product	Description	Qty	UOM	Cost	Retail	Extended	Dept
1	0439684	100081	HANGER,JOIST 2x8-10	100	EACH	\$0.462	\$0.89	\$46.20	INVALID
2	0439684	102288	BASE POST 5x5	25	EA	\$2.880	\$5.49	\$72.00	NEW
3	0439684	105488	HANGR,JOIST 2x10	150	EACH	\$0.528	\$0.99	\$79.20	INVALID
4	0439684	113263	CRNR I/S PwT WH	25	EA	\$1.614	\$3.79	\$40.35	NEW
5	0439684	113948	5/8-2x4 FIFTH AVENUE	20	CT	\$18.240	\$31.99	\$364.80	NEW
6	0439684	200605	NIGHT LTCH RM	2	EACH	\$5.953	\$9.69	\$11.91	INVALID
7	0439684	210609	PASSAGE,SLIDING DR	4	EA	\$6.272	\$10.49	\$25.09	NEW
8	0439684	214892	BRKT,SHELF/ROD	20	EACH	\$1.263	\$2.29	\$25.26	INVALID
9	0439684	214892	BRKT,SHELF/ROD	180	EACH	\$1.263	\$2.29	\$227.34	INVALID
10	0439684	214906	BRACKET SHLF WHT	100	EA	\$1.355	\$2.49	\$135.50	NEW
11	0439684	216984	PULL, PLASTIC 3"	25	EA	\$1.840	\$3.09	\$46.00	NEW
12	0439686	217697	CAPS END	4	BAG	\$1.017	\$1.89	\$4.07	Builders Hardware
13	0439686	217719	BRKET SIDEWAL	72	CD	\$1.941	\$3.89	\$139.75	NEW
14	0439686	217824	SHELF 12"x72"	72	EA	\$11.587	\$22.89	\$834.26	NEW
15	0439684	221986	CATCH,ROLLER	25	EACH	\$0.497	\$0.89	\$12.43	INVALID
16	0439684	227775	RIM DEADLOCK SINGLE	1	EA	\$7.888	\$12.79	\$7.89	NEW
17	0439684	231215	ENTRY	20	EA	\$17.772	\$24.49	\$355.44	NEW
18	0439687	241334	CATCH,BALL1x21/8	15	EA	\$3.826	\$6.49	\$57.39	NEW
19	0439686	250100	BACKDR,STRAP	2	EA	\$19.573	\$33.99	\$37.79	NEW

Post To Purchase Order

THERE ARE NO ERRORS IN THIS ORDER.CHANGE ANYTHING YOU NEED TO ON THE SPREADSHEET OR POST AS IS TO CREATE YOUR PURCHASE ORDER

Exit

Current Database: \\cyberserver\C Drive\CyberBOS2000\Database\SQL\Cyberbos2004.MDB | TOSHIBA

07-12-2005 18:17:36

Items with a Purple back ground are New but have an invalid department associated with the item number. This would be due to the DoIt Best catalog having a department that you don't have in your system. Click on the drop down list and choose a valid department. You can prevent this in the future by adding any departments that are missing in your system to match DoIt Best's catalog.

New Items

CyberBOS 2005 Server 5.1.50 - The Home Center of Altamont Altamont

Windows

EDI Invoice Import

Invoice Information				Invoice Detail					
Invoice	Product	Description	Qty	UOM	Cost	Retail	Extended	Department	
1	0426676	780293	1	EA	\$1.997	\$3.59	\$2.00	Paint and Sundries	
2	0426676	780854	1	EA	\$1.997	\$3.49	\$2.00	NEW	
3	0426676	787633	1	EA	\$3.042	\$4.79	\$3.04	Paint and Sundries	
4	0426676	787642	1	EA	\$3.042	\$4.79	\$3.04	NEW	
5	0426676	787651	1	EA	\$3.042	\$4.79	\$3.04	NEW	
6	0426676	787660	1	EA	\$3.042	\$4.79	\$3.04	NEW	
7	0426676	787697	1	EA	\$3.042	\$4.79	\$3.04	NEW	
8	0426676	787704	1	EA	\$3.042	\$4.79	\$3.04	NEW	
9	0426676	787713	1	EA	\$3.042	\$4.79	\$3.04	Paint and Sundries	
10	0426676	799960	1	EA	\$1.997	\$3.49	\$2.00	NEW	
11	0426676	311861	12	EA	\$7.542	\$9.99	\$90.50	Tools	
12	0426676	557676	1	EA	\$2.672	\$3.99	\$2.67	Electrical Supplies	
13	0426677	632747	2	EA	\$50.362	\$59.99	\$100.72	NEW	
14	0426678	450707	25	EA	\$0.311	\$0.99	\$7.78	Plumbing and Heati	
15	0426678	504351	4000	FT	\$0.098	\$0.15	\$391.57	Electrical Supplies	

Press <Ctrl> P to print grid

Post To Purchase Order

Print Price Changes New Item More than 1/2% cost change No change

Update department in inventory to change I've made.

Current Database: Y:\CyberBOS 2000 Customers\The Home Center Of Altamont\Cyber_bos_2004.mdb | TOSHIBA | BETA: Pay, PDFr | 01-21-2007 12:15:00

New Items appear in Yellow.

Change the departments on all items that say New to their perspective department. If you miss any, the system will make you change all that you missed to one department.

Note: We recommend adding a department called New Items, then putting all new items in that department, and changing them later to the correct department to prevent slowing the EDI process down.

At this point you can print any items that the prices have changed. Click on “Print Price Changes.”

Report Display
Page 1 of 1
75%

Orgill EDI Price Update Report

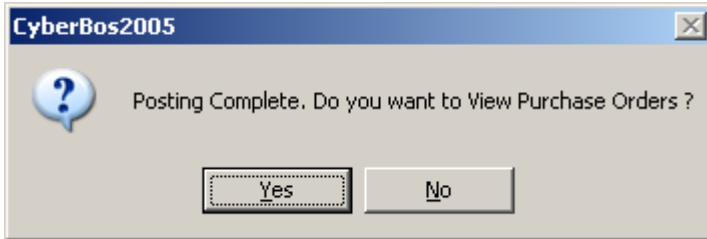
Date 01/21/2007

Action Taken	Stock Number	Old Cost	New Cost	CostChange %	Old Retail	New Retail	Changed
Update	0426676	0.000	1.000	0.00	0.00	0.00	Retail Update
Update	0426676	0.000	1.000	0.00	0.00	0.00	Retail Update
Update	0426676	0.000	1.000	0.00	0.00	0.00	Retail Update
Update	0426676	0.000	1.000	0.00	0.00	0.00	Retail Update
Update	0426676	0.000	1.000	0.00	0.00	0.00	Retail Update
Update	0426676	0.000	1.000	0.00	0.00	0.00	Retail Update
Update	0426676	0.000	1.000	0.00	0.00	0.00	Retail Update
Update	0426676	0.000	1.000	0.00	0.00	0.00	Retail Update
Update	0426676	0.000	1.000	0.00	0.00	0.00	Retail Update
Update	0426676	0.000	1.000	0.00	0.00	0.00	Retail Update
Update	0426676	1.000	12.000	0.00	0.00	0.00	Retail Update
Update	0426676	0.000	1.000	0.00	0.00	0.00	Retail Update
Update	0426677	0.000	2.000	0.00	0.00	0.00	Retail Update
Update	0426678	1.000	25.000	0.00	0.00	0.00	Retail Update
Update	0426678	500.000	4000.000	0.00	0.00	0.00	Retail Update

Click on Post To Purchase Order.

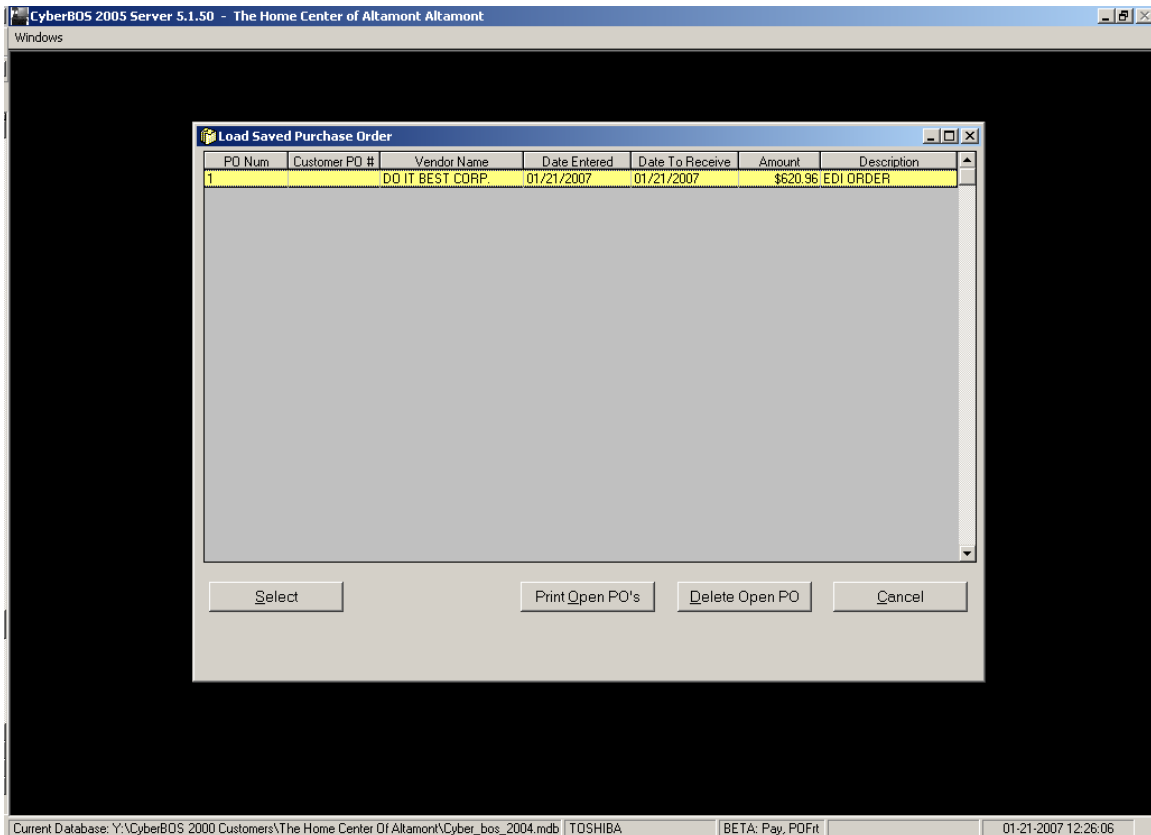
A warning will appear warning that you are about to replace the Cost in your inventory, answering Yes will do that now, answering No will NOT update the cost or retail until you post the PO (Purchase Order)

If you want to view the order in a PO for editing, posting and or printing, answer Yes. Otherwise answering NO will allow you to process another Invoice, File Maintenance or Price update.



In this case I answered Yes.

The system automatically takes you the Open PO Search Screen. Your EDI order should be the last PO in the list highlighted in Yellow, click on Select.



Post an EDI Order Within a Purchase Order

CyberBOS 2005 Server 5.1.50 - The Home Center of Altamont Altamont

Commands

Purchase Order

Clerk: Hardiek Description Of PO: EDI ORDER Buying Dept: Terms: PO #: 1 Tax Code: Taxable Sales

Vendor: DO IT BEST CORP.
PO BOX 868
FORT WAYNE IN 46801

Ship To: The Home Center of Altamont
9622 N. 1st St.
P. O. Box 375
Altamont Illinois 62411-0375

DropShip

Customer PO Number
Date: 1/21/2007
Exp Rec Date: 1/21/2007

	Item	Description	Qty Ord	Qty Shp	UOM	PU	Unit Cost	Extended	Retail Price	GPM	ONH	ORD	ROL
10	799960	NewItem	1.00	1.00	EA	1.997	1.9970	1.9970	3.4900	42.78	0	0	0
11	311861	1A10BC FIRE EXTINGUISHER	12.00	12.00	EA	7.542	7.5420	90.5040	9.9900	24.50	2	0	0
12	557676	WHT ROTARY DIMMER	1.00	1.00	EA	6.720	2.6720	2.6720	3.9900	33.03	0	0	0
13	632747	NewItem	2.00	2.00	EA	50.36	50.3620	100.7240	59.9900	16.05	0	0	0
14	450707	1/2X260 PTFE TAPE	25.00	25.00	EA	3.110	0.3110	7.7750	0.9900	68.59	27	0	0
15	504351	500' RED 12SOL THHN WIRE	4000.00	4000.00	FT	0.0980	0.0980	392.0000	0.1500	34.67	0	0	0
16													

Sub-Total: 620.96
Sales Tax: 0.00
Freight: 0.00
Discount: 0.00
TOTAL: 620.96

Press <Ctrl><Delete> to delete item - Press <Ctrl> P to Print Grid Total Weight: 0

Current Database: Y:\CyberBOS 2000 Customers\The Home Center Of Altamont\Cyber_bos_2004.mdb | TOSHIBA | BETA: Pay, POFit | 01-21-2007 12:27:42

Notice: Remember the item we changed the UOM to SO and Multiplier to 500? Look at the last line on the PO. It received 4000 ft with the correct cost and new retail at .15 cents. It's recommended to go to Inventory Control and fix the item permanently, Change the Purchase Unit to SO, Change the Conversion Factor to 500, Update the Cost to Cost per Spool. \$48.95 This will make DoIt Best happy, and will prevent the Unknown Unit box from popping up the next time you purchase it. As long as DoIt Best doesn't change the UOM to SP or SL the next time you buy it.

Make any changes necessary to the items in the grid, and click on F1 to Post this order to Inventory .

If you change the retail price, be sure to print a new Bin Tag to match your changes.

Be sure to answer Yes on updating Alternate UPC's, Target Pricing and Print a receiving report.