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AR Invoice Importer

Overview

The AR Invoice Importer is a routine that runs from the custom menu pad to import AR Invoices from an ASCII comma delimited file. Our point and click field mapping wizard allows you to import files with various field layouts. The option grid allows you to choose AR Invoice defaults for fields not contained in your import file.

Installation

Extract the ARIMPORT....ZIP into the root of Pro Series.

Add a Custom Menu Option for AR Invoice Importer

1. Go into System Manager.
2. Maintain – Setup - System Installation.
3. Click on the Custom button.
4. Click on Edit and add a custom menu option with Menu Text of AR Importer and a command line of DO IMPORTAR. (If you only want specific users to have this available, add the menu option to each user in User Maintenance.)
5. Save the changes, exit Pro Series and then run Pro Series again.

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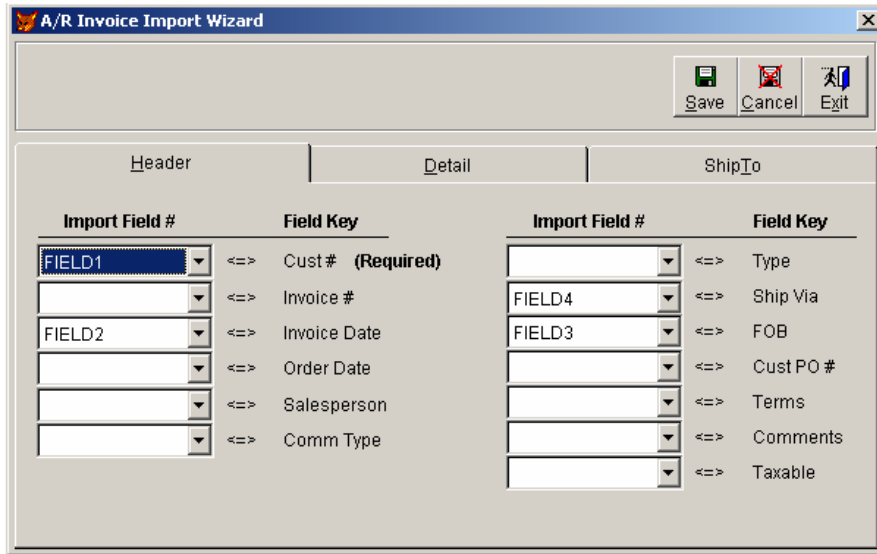
Using the AR Invoice Importer

Choose the AR Invoice Importer form the Custom Menu Option. You must be in the Accounts Receivable Module to run this routine.

Mapping Wizard

First you will be prompted with the following screen where you will map the fields in your text file to the associated Pro Series AR Invoice fields. The fields you do not have in your text file will be defaulted from the customer, item, option grid, or system defaults.

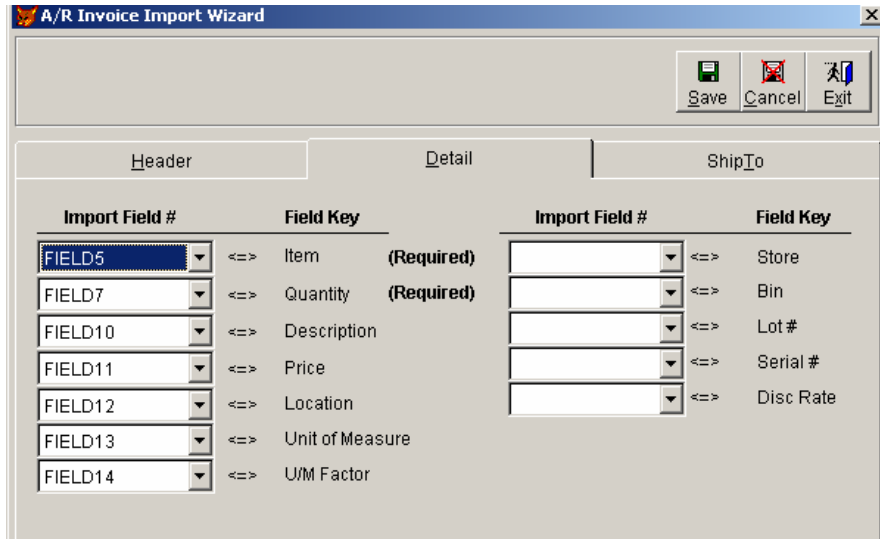
Header Tab:



The screenshot shows the 'A/R Invoice Import Wizard' window with the 'Header' tab selected. It features a 'Save', 'Cancel', and 'Exit' button bar at the top right. Below the tabs, there are two columns of field mappings. The left column lists 'Import Field #' and 'Field Key' for the Header section, and the right column lists 'Import Field #' and 'Field Key' for the ShipTo section.

Import Field #	Field Key	Import Field #	Field Key
FIELD1	<=> Cust # (Required)		<=> Type
	<=> Invoice #	FIELD4	<=> Ship Via
FIELD2	<=> Invoice Date	FIELD3	<=> FOB
	<=> Order Date		<=> Cust PO #
	<=> Salesperson		<=> Terms
	<=> Comm Type		<=> Comments
			<=> Taxable

Detail Tab:

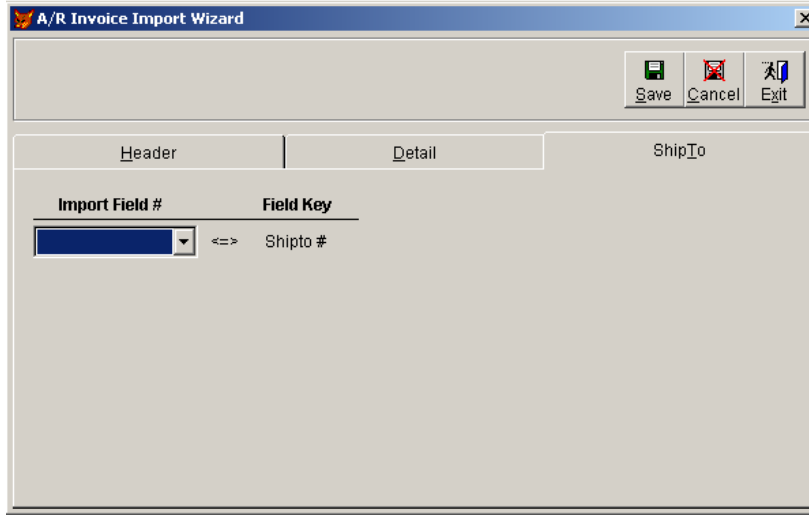


The screenshot shows the 'A/R Invoice Import Wizard' window with the 'Detail' tab selected. It features a 'Save', 'Cancel', and 'Exit' button bar at the top right. Below the tabs, there are two columns of field mappings. The left column lists 'Import Field #' and 'Field Key' for the Detail section, and the right column lists 'Import Field #' and 'Field Key' for the ShipTo section.

Import Field #	Field Key	Import Field #	Field Key
FIELD5	<=> Item (Required)		<=> Store
FIELD7	<=> Quantity (Required)		<=> Bin
FIELD10	<=> Description		<=> Lot #
FIELD11	<=> Price		<=> Serial #
FIELD12	<=> Location		<=> Disc Rate
FIELD13	<=> Unit of Measure		
FIELD14	<=> U/M Factor		

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Ship-To:

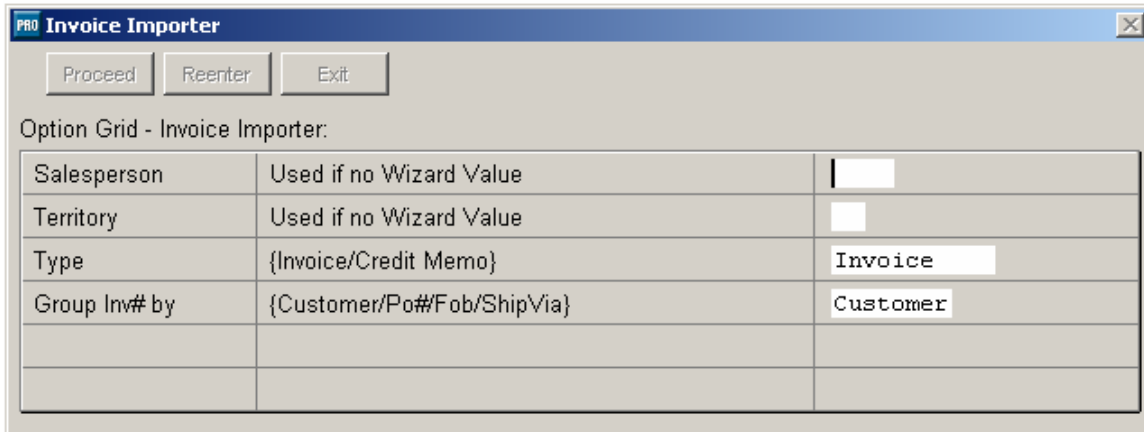


The first time running the AR Importer, the field mappings will all be blank. After clicking on Save, the field mappings will be saved for the next time the Importer is run. If it is desired to clear all the field mappings, click on the Clear Form button.

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Option Grid

Next you will fill in the option grid for default information. These are the defaults that will be used if you do not have the fields in your import file or some of the fields you mapped are empty for some of the orders. If any of the option grid options are blank, the Pro Series defaults will be used.



The screenshot shows a window titled "PRO Invoice Importer" with three buttons: "Proceed", "Reenter", and "Exit". Below the buttons is the "Option Grid - Invoice Importer" table:

Salesperson	Used if no Wizard Value	
Territory	Used if no Wizard Value	
Type	{Invoice/Credit Memo}	Invoice
Group Inv# by	{Customer/Po#Fob/ShipVia}	Customer

Salesperson: If filled in on field mapping, that value will be used. If value not mapped or is empty in import file, the option grid salesperson will be used. If neither the import file nor the option grid contains a salesperson, the customer's salesperson number will be used.

Territory: If filled in on field mapping, that value will be used. If value not mapped or is empty in import file, the option grid territory will be used. If neither the import file nor the option grid contains the territory, the customer's territory will be used.

Type: If import file contains all credit memos, this can be selected here so that credit memos will be created. If the import file contains both invoices and credit memos, there will need to be a field in the import file with a "C" for credit memos and blank or "I" for invoices. Then, in the mapping wizard, make sure to map the Type field.

Group Inv# By: If the invoice number is not contained in the import file, use this option to determine which records in the import file make up one invoice. For example, there are 3 lines in the import file. There are really only 2 invoices to be created though. One option would be to group on Customer + Customer PO # so that the lines that have the same Customer and Customer PO # will make up only 1 invoice.

Errors During the Import

A preprocessing is done on the import file before any AR Invoices are created. You will be presented with an error log listing the errors that need to be corrected before attempting the import again. The scenarios that will generate errors and abort the import process are as follows:

- Duplicate invoice #
- Item Number not found in Pro Series
- Location ID not found in Pro Series
- Item + Location ID combination not found in Pro Series
- If importing lots, item + location ID + lot combination not found in Pro Series or lot number not supplied in import file for a lotted item
- If importing stores, item + location ID + store combination not found in Pro Series
- If importing bins, item + location ID + bin combination not found in Pro Series
- If importing serial numbers, item + location ID + serial # combination not found in Pro Series or serial number not supplied in import file for a serialized item
- If importing salesperson ID, salesperson ID not found in Pro Series
- If importing Ship-To, Ship To ID not found in Pro Series
- If importing Unit of Measure, Unit of Measure ID not found in Pro Series



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Technical Information

IMPORTAR.DBF	Table to hold field positions of last import
IMPORTAR.FRX/FRT	Custom report for import error log
IMPORTAR.PRG/FXP	AR Invoice Importer Main Program
IMPORTAR.SCX/SCT	AR Invoice Importer Main screen

Have a question or a problem? Please have Reseller contact Data Developers Plus, Corp. at techsupport@ddpcorp.com or 1-877-238-0436.