Importing Inventory

Customer Orders
- EZ Orders
- Load
- Create From Stock Status
- Create From Usage
- Create From Requests
- Create For Restock
- Bill Of Lading Print
- Edit
- Restore
- Inquiry
- Reports
- Line Audit Report
- Quoting
- Shipper Edit/Inquiry
- Requests
- Shipper Reports
- Shipper Item Label Print
- Acknowledgements
- Receiving
- Receiving (CO)
- Receipt Report

Inventory
- Load
- Edit
- Copy
- Tool Notice Report
- Inquiry
- Stock Status Reports
- Historical Reports
- Adjustments
- Kanban

Transactions
- Load Disbursements
- Inventory Count With Usage
- Inventory Count With Adjust
- Inventory Count
- Edit
- Edit Receipts
- Edit Usage
- Review And Stamp Usage
- Usage Requests
- Inventory Transfers
- Location Transfers

Purchasing
- Edit
- Inquiry
- Receiving
- Receipt Review
- Acknowledgement
- Returns
- Reports
- Receipt Report
- Line Audit Report
- Sources Menu
- Buyer Load
- Buyer Edit
- Rfq Menu

Billing
- Load Invoice
- Invoice Edit
- Invoice Inquiry
- Invoice Reports
- Billable Trans. Reports

Asset Management
- Work Orders
- Bill Of Materials
- Master Kits
- Machine Inventory
- Repair

Miscellaneous
- Supplier Catalog
- Customer Catalog
- Mfg Catalog
- Manage Saved Reports
- Edit Login
- Administrative Functions
- Customer Inquiry

Imports & Exports

Click on Imports & Exports

Importing Inventory

Imports & Exports

Imports - Transactions
- Usage
- Inventory Count
- Inventory Count With Usage
- Inventory Boh Adjust
- Inventory Count With Adjust
- Inventory Item Type
- Inventory Repair
- Inventory Mdq Adjust
- Customer Requests (Catalog)
- Orders
- Order Shippers
- Order Receipts
- Order Acknowledgements
- PO Acknowledgements
- PO Receipts
- Work Orders
- Supplier Invoice

Imports - Master Records
- Branch Inventory
- Supplier Catalog
- Manufacturers
- Manufacturer Catalog
- Cabinet Items
- Customer Catalog
- Purchase Sources
- Purchase Source Catalog
- Customer Requestors
- Customer Accounts
- Customer Departments

Full Inventory import

- Customer Contracts
- **Full Remote Inventory**
- Kanban Items
- Machines
- Machine Inventory

Exports
- Customer Order
- Customer Order Receipts
- Shipper
- Purchase Order
- Purchase Order Receipt
- PO Receipt Reviews
- Usage
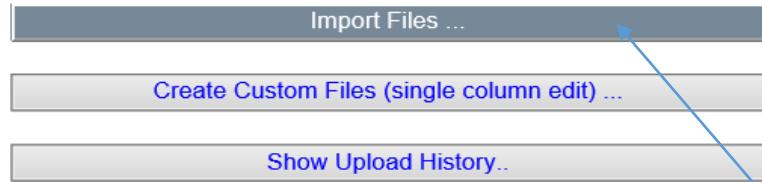- Supplier Invoices
- Customer Quotes
- Unstamp Exports

Administration
- List Of Files
- Data Collection Forms
- Xml Administration
- Edi Administration
- Import Performance

Click on Full Remote Inventory

Importing Inventory

Import Files ...

Create Custom Files (single column edit) ...

Show Upload History..

Click on Import Files

Importing Inventory

IMPORT: Upload Full Remote Inventory File...

Maximum file size of 128MB. Break up larger files into seperate uploads.

Select File: [   ] Browse...

Import Mode:
- ADD AND CHANGE
- ADD ONLY
- CHANGE ONLY
- TEST ONLY
- DELETE ONLY

Upload & Process

System will add the prefix **FULLINV**_login_yyyymmddhhmm_ to the file name.

Available Columns & Formats

Select the import mode
1. Add & Change modifies existing records and adds missing records.
2. Add only will add the new items skipping items already on file.
3. Change only will edit existing records skipping new items.
4. Test Only will test the contents of your file without changing records
5. Delete only will remove any items selected.

Importing Inventory

Scroll up and down to see all available data columns to use. The columns in yellow are always required when loading and editing data. IMMID is not required. All other columns are selected if needed. Use these column names to create a excel spreadsheet.
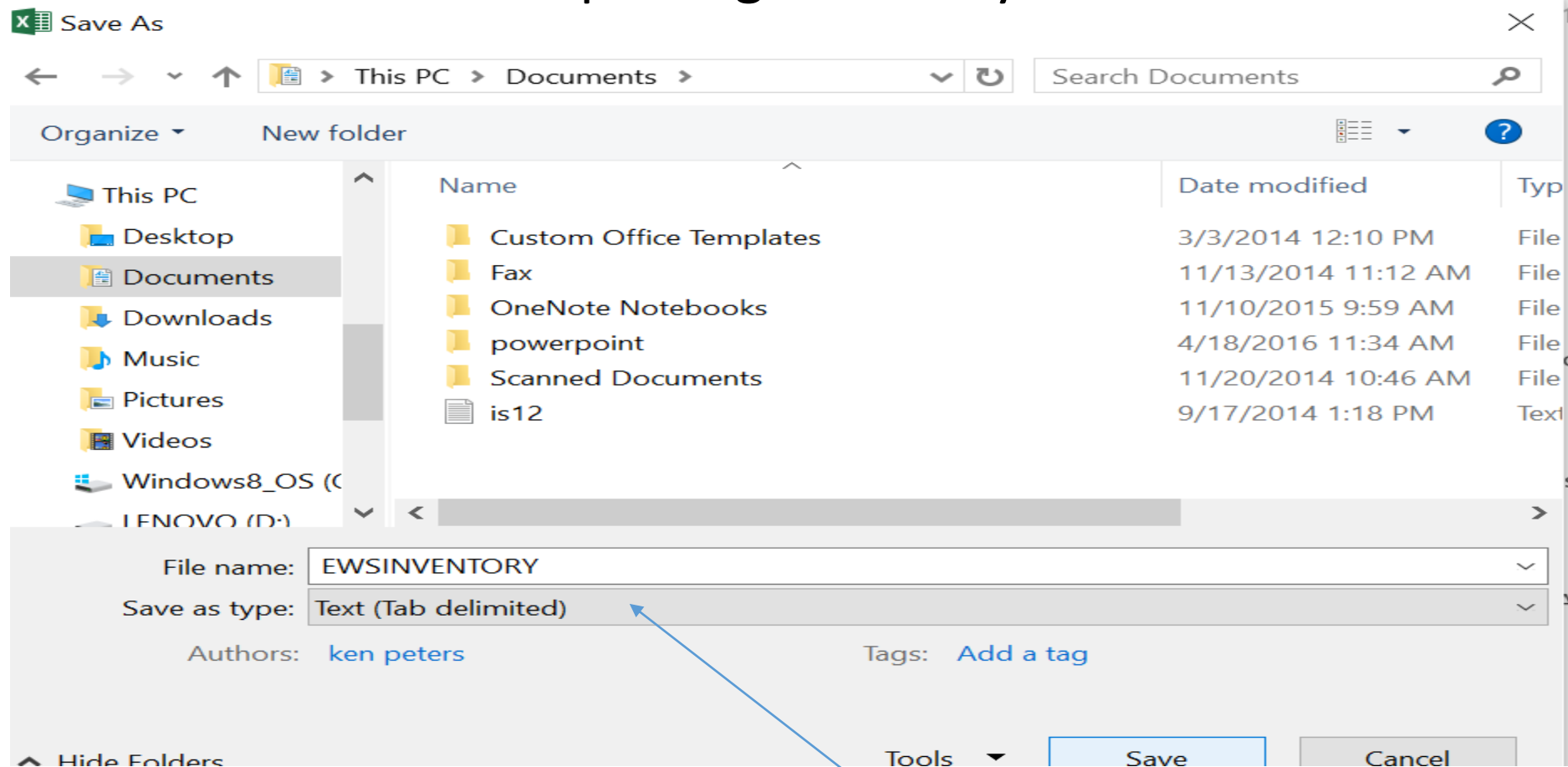
Importing Inventory

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	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	CustID	Facility	Location	IPN	StockLocation	BOH	SupplierItemID	CustItemID	MfgID	MfgItemID	PrimaryBinll	UOM	MinQty	MaxQty	SellPrice	ItemType
2	TEST1	0001	XFERMI	10001		10	ABCD1	10001	ACME, INC.	5678	A102	EA	5	10	23.34	M
3	TEST1	0001	XFERMI	10002		10	ABCD2	10002	ACME, INC.	5679	A102	EA	5	10	30.99	M
4	TEST1	0001	XFERMI	10003		10	ABCD3	10003	ACME, INC.	5672	A102	EA	5	10	23.34	M
5	TEST1	0001	XFERMI	10004		10	ABCD4	10004	ACME, INC.	5673	A102	EA	5	10	4.99	M
6	TEST1	0001	XFERMI	10005		10	ABCD5	10005	ACME, INC.	5674	A102	EA	5	10	23.34	M
7	TEST1	0001	XFERMI	10006		10	ABCD6	10006	ACME, INC.	5675	A102	EA	5	10	8.5	M
8	TEST1	0001	XFERMI	10007		10	ABCD7	10007	ACME, INC.	5676	A102	EA	5	10	23.99	M
9																

This is an example of a excel spreadsheet. All column names must match.   CustID, Facility, Location are from the locations you setup.   SupplierItemID is the EWS part #.
StockLocation should be blank but is required.   Item type M is managed, C is consigned.

Importing Inventory

Save the file as a tab delimited text file and save the file on your network named as you like.

Importing Inventory

Maximum file size of 128MB. Break up larger files into seperate uploads.

Select File: C:\Users\ken\Documents\EWSINVENTORY.txt [Browse...]
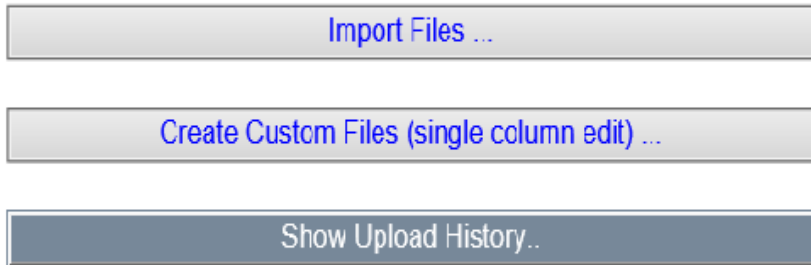
Import Mode: ADD AND CHANGE ˅

Upload & Process

System will add the prefix **FULLINV**_login_yyyymmddhhmm_ to the file name.

File processed, ADD AND CHANGE mode: (7 rows imported, 7 good, 0 bad.)

Browse and find your file and cluck Upload & Process
You will be notified of success or failure of the upload

Importing Inventory

Import Files ...

Create Custom Files (single column edit) ...

Show Upload History..

To check for errors on the file click on Show Upload History

Importing Inventory

Click on corresponding file to list errors and issues

Importing Inventory

This is an example of a inventory record from the import in inventory inquiry