

Keystroke™

Point Of Sale

IMPTRN.EXE and IMPPOR.EXE



Import Transactions – IMPTRN.EXE (DOS) and WIMPTRN.EXE (Windows)

Import Transactions is a stand-alone utility which will read an ASCII file of sales transaction information (stored in an .INI format), and create new transactions from the information provided. Each transaction must start with the line ****START TRANSACTION** and end with the line ****END TRANSACTION**. Line Items must start with the line ****START LINE ITEM** and end with the line ****END LINE ITEM**. This allows multiple transactions within the same file. WIMPTRN.EXE is the Windows version of this utility, and was developed specifically to take advantage of increased memory capabilities, and allows the importing of virtually an unlimited number of line items.

The Import Transactions utility is available only as part of the User Bundle, and is not sold separately.

NOTE: *Because of memory limitations in DOS, it is recommended that you do not exceed ~200 line items.*

Parameters can be entered as command line switches, or specified in a file with an .INI extension. Command line switches will always override any parameters set by the .INI file. The program will always use the file named IMPTRN.INI in the data directory, or a different file can be specified by using the INIFILE= command line switch (e.g., **INIFILE=DATA\IMPTRN2.INI**).

Each piece of information is preceded by the field's title, followed by an equal sign (e.g., **Customer Number=4**). The fields are the same ones used by the Forms Editor (a dealer-only tool); however, not all fields are supported. The form file IMPTRN.NVC contains a complete list of fields supported, and an example of how the file should look. (Fields marked by ******* are supported, but should be avoided when possible.) The file ORDERS.NVC contains a stripped-down example of the same information.

To exclude fields from being read from the file to be imported, simply put a comment character (e.g., ****, ***** or **;**) in front of the field name. This will allow you to include the information in the text file, but the program will ignore it since it won't recognize the field name.

The order of the fields does not matter in most cases; however, it is important when identifying Customers and Inventory items by fields other than the Customer Number and Stock Number. If the Number field (Stock Number, Customer Number, etc.) is imported, the record will be looked up by that field, even if another indexed field has been read in. If the Number field is not imported, the first *indexed* field (i.e., Description, Product Code, Class, etc.) used in the file will be used to look up the Database record. The field used to identify the Customer/Inventory record should be the first field in the file because when the record is looked up, all fields are updated based on that record. For example, if some of the fields from a line item are already read in and then the Inventory record is looked up, the line item fields already read in will be replaced with the information from the Inventory database record.

Any settings specified by the imported transaction will be retained whenever possible (e.g., Sales Tax amount, Transaction Number, etc.) Any information not included in the imported file will use default Inventory record information (just as if a new transaction was being entered by hand). If Sales Tax is imported, the Manual Tax Flag will be marked ON, and Sales Tax will not be calculated. This will cause the Tax Category and District reports to be unable to show full details of how the tax was calculated.

If the "Layaway/Order" field is not used, the transaction will imported as a Sales Order (or Layaway, if Sales Orders are disabled). If the "Layaway/Order" field is used but left blank, the transaction will be saved as an Invoice if both of the following occur: all payments must equal the Invoice Total; and the Ship Quantity must equal the Order Quantity on each line item.

If a Clerk is not assigned (or set to 0), the program will assign Clerk Number 1 to the transaction.

Sample Import File

****START TRANSACTION**
Clerk Number=
Clerk Initials=
Comment=
Customer Number=
Customer Code=
Customer Name=
Customer Phone=
Customer Birth Date=
Customer Exp Date=
Customer Business Name=
Customer First Name=
Customer Last Name=
****Customer First+Last Name=**
Customer Alternate Name/Address=
Customer Mailing Address=
Customer Mailing City=
Customer Mailing State=
Customer Mailing Zip=
****Customer Mailing City/State/Zip=**
Customer Phone #2=
Customer Salutation=
Customer Shipping Address=
Customer Shipping City=
Customer Shipping State=
Customer Shipping Zip=
****Customer Shipping City/State/Zip=**
Customer Tax Number=
Invoice Date=
Invoice Discount=
Invoice Letter=
Invoice Number=
Invoice Time=
Layaway/Order=
Order Date=
Order Number=
Price Table=
Register Number=
Sales Person Number=
Sales Person Initials=
****Sales Tax Amount or 'EXEMPT' =**
Shipping Charge=
Store Number=
Tax Table=

(continued on next page)

****START LINE ITEM**
Stock Number=
Product Code=
Class=
Description=
Manufacturer=
Quantity Ordered=
Quantity Shipped=
Price=
Cost=
Sale Unit=
Tax Code=
Price Code=
Department=
Comment=
Commission Code=
Base Price=
List Price=
Sales Person Number=
Flags=
****END LINE ITEM**

****END TRANSACTION**

If Customer information is included, the Customer record will be updated (or a new Customer will be created if the Customer is not found) with the information on the included fields. In order to not update or add Customer records, the switches ADDNEWCUST= and UPDATECUST= must be turned OFF. If a transaction is imported with a new Customer and ADDNEWCUST= is turned OFF, the transaction will be saved as Customer Number 0, but will save the Customer Name; all other imported Customer information will be lost.

If the Quantity Shipped for each line item is not specified, it will be set to 0 (creating Back Orders), no matter what the transaction type is. It is also important to remember that Invoices are not created for Orders with a shipped Qty; therefore, you must import both the Sales Order and the corresponding Invoice for Orders that are imported as already filled (either completely or partially). For this reason, the Delete Filled Orders parameter is ignored by this program.

This program supports most of the standard **Keystroke** command line switches, as well as the following special switches:

INIFILE= *File Name*. Enter the name of the file which holds the parameters to run this program (instead of using Command Line switches) (e.g., INIFILE=DATA\IMPTRN.INI – the default).

FILENAME= *File Name*. Enter the name of the file to be imported (required).

DATE= *Date*. Enter the default Date to be assigned to transactions if Date is not imported (default = Current Date).

TIME= *Time*. Enter the default Time to be assigned to transactions if Time is not imported (default = Current Time).

CLERKNUM= *Clerk Number*. Enter the default Clerk Number to be assigned to transactions if Clerk Number is not imported.

NOPAUSE= *On/Off*. If NOPAUSE=ON, the program will not stop at the screen that displays information about the file to be imported (default = OFF).

CONFIRM= *On/Off*. If CONFIRM=ON, the program will display each transaction and allow you to select whether or not to import it (default = OFF).

ADDNEWCUST= *On/Off*. If ADDNEWCUST=ON and the Customer is not found, a new one will be created (default = ON).

UPDATECUST= *On/Off*. If UPDATECUST=ON, fields on existing Customer records will be updated (default = ON).

UPDATEBY= *N/D/C*. If this switch is used, the program will first try to locate and update an existing transaction based on the Transaction (**N**)umber (includes letter), Transaction (**D**)ate, and/or (**C**)ustomer. If no match is found, a new transaction will be added. UPDATEBY=C will not find a match if the Customer Number is 0. As with updating Customers, the fields you are updating by should come first, because reading in the matching transaction will throw away any information read up to that point. If updating by Date and Time, the INVOICE TIME field must precede the INVOICE DATE field. To import a transaction with today's date, include the INVOICE DATE field but leave it blank.

ADDLINES= *On/Off*. If ADDLINES=ON, the program will add the line items to an existing transaction instead of replacing the line items in the transaction being updated (default = OFF). The UPDATEBY= switch must be used for this switch to have any effect.

MERGELINES= *On/Off*. If MERGELINES=ON, the program will merge multiple lines with the same inventory item into one combined line item (default = OFF). The items must NOT possess a comment, and the Stock Number, Description, Class, Price, and Cost must be the same.

BUTTON=0/1/2/3/4. If set to a valid Print Button, the program will immediately print the transaction as it is imported, using the form and printer specified by the Print Button setup. Valid numbers are 1 to 4 (e.g., 1=Sales Manager 1; 0=OFF). The Print Button must have been properly set up in the Configuration Manager – Tables Menu – Print Buttons Function in order for this setting to work. If this setting is not used, the transaction will not automatically be printed; however it may still be printed using the PRINTSAL utility (discussed earlier).

NODISPLAY= *On/Off*. If NODISPLAY=ON, the program will not display the progress of the import on the screen, thereby speeding up the process.

Import Purchases – IMPPOR.EXE (DOS) and WIMPPOR.EXE (Windows)

Import Purchases is a stand-alone utility which will read an ASCII file of purchase transaction information (stored in an .INI format), and create new transactions from the information provided. Each transaction must start with the line ****START TRANSACTION** and end with the line ****END TRANSACTION**. Line Items must start with the line ****START LINE ITEM** and end with the line ****END LINE ITEM**. This allows multiple transactions within the same file. WIMPPOR.EXE is the Windows version of this utility, and was developed specifically to take advantage of increased memory capabilities, and allows the importing of virtually an unlimited number of line items.

The Import Purchases utility is available only as part of the User Bundle, and is not sold separately.

NOTE: *Because of memory limitations in DOS, it is recommended that you do not exceed ~200 line items.*

Parameters can be entered as command line switches, or specified in a file with an .INI extension. Command line switches will always override any parameters set by the .INI file. The program will always use the file named IMPPOR.INI in the data directory, or a different file can be specified by using the INIFILE= command line switch (e.g., INIFILE=DATA\IMPPOR2.INI).

Each piece of information is preceded by the field's title, followed by an equal sign (e.g., **Vendor Number=4**). The field titles are the same ones used by the Forms Editor (a dealer-only tool); however, not all fields are supported. The form file **IMPPOR.POR** (located in the FORMS\ directory) contains a complete list of fields supported, and an example of how the file should look. (Fields marked by ****** are supported, but should be avoided when possible.) The file **ORDERS.POR** contains a stripped-down example of the same information.

To exclude fields from being read from the file to be imported, simply put a comment character (e.g., ****, ***** or **;**) in front of the field name. This will allow you to include the information in the text file, but the program will ignore it since it won't recognize the field name.

The order of the fields does not matter in most cases; however, it is important when identifying Vendors and Inventory items by fields other than the Vendor Number and Stock Number. If the Number field (Stock Number, Vendor Number, etc.) is imported, the record will be looked up by that field, even if another indexed field has been read in. If the Number field is not imported, the first *indexed* field (i.e., Description, Product Code, Class, etc.) used in the file will be used to look up the Database record. The field used to identify the Vendor/Inventory record should be the first field in the file because when the record is looked up, all fields are updated based on that record. For example, if some of the fields from a line item are already read in and then Inventory record is looked up, the line item fields already read in will be replaced with the information from the Inventory database record.

Any setting specified by the imported transaction will be retained whenever possible (e.g., Transaction Number, etc.) Any information not included in the imported file will use default Inventory record information (just as if a new transaction was being entered by hand).

If a Clerk is not assigned (i.e., is blank or set to 0), the program will assign the default Clerk Number (based on the ClerkNum= switch; usually set to 1) to the transaction. Clerks can be looked up by their Initials, in addition to any of the indexed fields.

If Vendor information is included, the Vendor record will be updated (or a new Vendor will be created if the Vendor is not found) with the information on the included fields. In order to not update or add Vendor records, the switches ADDNEWVENDOR= and UPDATEVENDOR= must be turned OFF. If a transaction is imported with a new Vendor and ADDNEWVENDOR= is turned OFF, the transaction will be saved as Vendor 0, but will save the Vendor Name; all other imported Vendor information will be lost.

If the Quantity Received for each line item is not specified, it will be set to 0 (creating Open Orders), no matter what the transaction type is. If the Reserved/Order field is not used, the transaction will automatically be created as a Purchase Order (or Reserved Order, if Purchase Orders are disabled). It is also important to remember that Invoices are not created for Orders with a received Qty; therefore, you must import both the Purchase Order and the corresponding Invoice for Orders that are imported as already received (completely or partially). For this reason, the Delete Filled Orders parameter is ignored by this program.

This program supports most of the standard **Keystroke** command line switches, as well as the following special switches:

INIFILE= *File Name*. Enter the name of the file which holds the parameters to run this program (an alternative to using Command Line switches) (e.g., INIFILE=DATA\IMPPOR.INI – the default).

FILENAME= *File Name*. Enter the name of the file to be imported (required).

DATE= *Date*. Enter the default Date to be assigned to transactions if Date is not imported (default = Current Date).

TIME= *Time*. Enter the default Time to be assigned to transactions if Time is not imported (default = Current Time).

CLERKNUM= *Clerk Number*. Enter the default Clerk Number to be assigned to transactions if Clerk Number is not imported.

NOPAUSE= *On/Off*. If NOPAUSE=ON, the program will not stop at the screen that displays information about the file to be imported (default = OFF).

CONFIRM= *On/Off*. If CONFIRM=ON, the program will display each transaction and allow you to select whether or not to import it (default = OFF).

ADDNEWVENDOR= *On/Off*. If ADDNEWVENDOR=ON and the Vendor is not found, a new one will be created (default = ON).

UPDATEVENDOR= *On/Off*. If UPDATEVENDOR=ON, fields on existing Vendor records will be updated (default = ON).

UPDATEBY= *N/D/V*. If this switch is used, the program will first try to locate and update an existing transaction based on the Transaction (**N**)umber (includes letter), Transaction (**D**)ate, and/or (**V**)endor. If no match is found, a new transaction will be added. UPDATEBY=V will not find a match if the Vendor Number is 0. As with updating Vendors, the fields you are updating by should come first, because reading in the matching transaction will throw away any information read up to that point. If updating by Date and Time, the Transaction Time field must precede the Transaction Date field. To import a transaction with today's date, include the Transaction Date field but leave it blank.

ADDLINES= *On/Off*. If ADDLINES=ON, the program will add the line items to an existing transaction instead of replacing the line items in the transaction being updated (default = OFF). The UPDATEBY= switch must be used for this switch to have any effect.

MERGLINES= *On/Off*. If MERGLINES=ON, the program will merge multiple lines with the same inventory item into one combined line item (default = OFF). The items must NOT possess a comment, and the Stock Number, Description, Class, Price, and Cost must be the same.

BUTTON=0/1/2/3/4. If set to a valid Print Button, the program will immediately print the transaction as it is imported, using the form and printer specified by the Print Button setup. Valid numbers are 1 to 4 (e.g., 1=Purchase Manager 1; 0=OFF). The Print Button must have been properly set up in the Configuration Manager – Tables Menu – Print Buttons Function in order for this setting to work. If this setting is not used, the transaction will not automatically be printed; however it may still be printed from within **Keystroke**.

NODISPLAY= *On/Off*. If NODISPLAY=ON, the program will not display the progress of the import on the screen, thereby speeding up the process.

