

Multi Agency Book Purchase Order Entry

You now have the ability to key in book purchase orders on one Central agency's system for another agency and then export these purchase orders to the appropriate agency.

Set up steps:

**Enhancement tape #137 must have been loaded first and all fixes run at the central site and at the participating agencies prior to using this option.

If you are the 'Central' agency, you must do the following setup:

- **Code 321** - Client Record - Book Options

- at the prompt MULT PO's - key Y.

- **Code EFTP** - Add/Update FTP Parameters.

For each agency that you are going to key book purchase orders for, you must add 1 record. You must also key a record for your own agency. Fields are:

Client number - enter agency's 3 digit client number (F4 to view what is already on file).

DPS Code - enter **B50**

Machine ID - **riscxxx** (xxx = Client Number)

Login ID - Enter a login that is valid on the client xxx's system

Password - Enter the password for the login ID you entered

Data Entry

Now when you key in B50, after the prompt ISBN-TITLE, you will be prompted for CLNT (client number for the agency whose PO's you are keying in). This also means when you are keying in your own PO's, you must key in your client number.

Once you end each PO in B50, a report will print by client number within PO number of the books just entered on the PO. If you want to change a quantity for an agency and have not yet exported their file (run B50XPORT), then key in code B50 again for that PO/Book and the quantity you key will override what was in the file.

Printing Data

B53 - Add /Update/Inquiry Book On Order File

You will only be able to inquire on the book orders that are for the 'central' site. Quantity changes that need to be done for the other agencies can be done with B50 prior to exporting their purchase orders.

B38 - Print Book Order File

This report will not print the other agencies' purchase orders. B38 only prints your own orders. You will need to create a report query to see the other agencies' purchase orders. Once B50XPORT is run, the purchase orders are removed and you will not be able to print them anymore.

Sending Data

When you are ready to send an agency their purchase orders, key code B50XPORT.

Code B50XPORT- Create Book Order Export File

This will read the Book On Order File for the Central agency, create multi book PO's files - one for each agencies that has PO's in the file, and FTP the file to the correct agency. Any records that do not have the 'Central' client number in it will be written to the export file and deleted from the On Order File. The receiving agency site will use B50MPORT to import the file. The correct FTP address must be in the EFTP File (use code EFTP to update).

Code B50XPORT will create a file (B50XPORT.XXX where XXX=Client Nbr) for each remote client and will FTP that file from the local machine (/u/dps/mag/export/book) to the remote machine in the directory /u/dps/mag/import/book using the same file name. A display will appear after the files have been created showing each client number that a file was created for and will ask if the user wants to continue with the FTP process. Errors during the FTP process will appear on the screen if any occur. Should errors occur, B50XPORT has a retransmit ability. The first question to appear when the code is entered is, 'Do you need to retransmit'. If the answer is yes, a client number will need to be entered and that client's file will retransmit. As the files to be FTP'd are created, the records for the remote clients will be deleted from the On Order file for the central client. If the FTP is completed with no errors, the export file is deleted from the central machine.

***Important:**

You should do the Code B903 - Send New Book Master Data prior to doing the export. This way, the receiving agencies will have all the new books on file that may have been added during B50 or B00 since the last time B903 was run.

Receiving Data

To add the purchase orders from Central into your Book On Order File you will use code B50MPORT.

Prior to importing your book orders, you should run B904. This adds any new book titles to your Book Master File sent by Central.

B50MPORT - Import Book Purchase Orders

Reads the file from Central and adds records to your Book On Order File. The Book Master File is updated with the last order date, last quantity ordered, and adds the quantity to amount on order.

This code can be set up using the standard CRON procedures to schedule, or it can be run from the menu. This code will add all records from the B50XPORT.XXX file to the Book On Order File and will print a report showing all records added. The report looks just like the B50 report. The purchase order can then be viewed using B50 as well. The FTP'd file will be deleted from the system after completion of the Book Purchase Order File update.

Suggestion for testing this new option:

Test Box

1. Restore San Antonio Files (Code 991).
2. Load the Enhancement Tape #137 and run all fixes.
3. Backup the files on system (code 990).
4. Use code EFTP - set up GP & SA

Prompt	Key	Key
Client	165	168
DPS Code	B50	B50
Machine ID	Local	Risc168
Login ID	(you pick)	(you pick)
Password	(password)	(password)

Grand Prairie

3. Load the Enhancement Tape #137 and run all fixes.
4. Run code B999 to backup all book files.

Test Box

5. Using a dummy PO#, create a purchase order for several books for both 165 & 168. Be sure to give a different quantity to each agency/book.

- Enter a New book (one that must be added during B50 - this can be a 'dummy book'.)

- Enter another book, do a quantity for each agency.

- Reenter an existing book on the screen and change the quantity for 168; not 165.

6. When you have finished entering the books for this PO, do a print screen. When you F9, the code should ask you for printer. Verify the printout to your print screen.

7. I would then do a B53 to check the records added for the test box. Double check the quantities.

8. Key B00 - check the quantity on order for the titles.

9. Key code B50XPORT to export the file to GP.

Grand Prairie

10. Once the export is complete then import the file into GP's Book On Order File - use code B50MPORT.

11. Use code B38 to print the Purchase Order you just imported. Verify the numbers.