

BOSS VIP PICK SYSTEM[®]

Basic Order Selection System Verified Item Picked

MANUAL for Source Interlink

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System Overview

Data Processing Services' Basic Order Selection System is an automated picking system that increases the speed and accuracy with which invoices are filled. The system is made up of digital displays positioned at each bin which show the quantity to be picked. Pickers move down the line more rapidly because they are not distracted from their picking effort by having to repeatedly glance down at the invoice. The pick quantity is always displayed right at the bins, allowing picking personnel to concentrate on picking units.

The BOSS is made up of a control unit and displays connected to a PC. Each bin has a separate display. A group of displays (a picking zone) is controlled by a zone master display. Each picker is responsible for a picking zone (a certain number of bins) or an invoice over the whole line. The display shows the quantity to be picked in copies or bundles/copies with a red beacon that lights up only on those displays with a quantity to pick. The bundles will appear in the first two positions on the display, and copies will appear in the last two positions with a colon separating them.

Terminology

BIN DISPLAYS

The displays at the bin location. This is where the quantity to be picked displays.

LINE CONTROLLER

The device that sends data to the bin displays. One line controller runs up to 30 bin displays.

ZONE MASTER CONTROLLER

The first line controller in the pick zone.

ZONE MASTER DISPLAY

The first display attached to the Zone Master Controller which identifies the pick-ID number. The Zone Master display has a delta character in the left corner of the display. The delta character resembles a triangle. This is where the last four digits of the invoice number displays. All 7777's display when there is no invoice scanned for the zone to pick.

PICK-ID

This is used to identify what displays in the zone master display. This will be the last four digits of the invoice number.

PICKING SESSION

This identifies the data being picked and refers to an invoice file name.

General System Information

Full screen processing gives you a more visual interface to the system. The full screen mode of operation provides you with a full screen of data and the cursor will be stationed at the first data field to either add new or change existing data. Move the cursor to the field you want to add/change, key the data, and press the enter key. You can move the cursor from field to field by pressing the enter key, the arrow keys, or the tab keys. If you press the enter key without having keyed in any data, the field will remain unchanged. When you have completed the screen, press F9 to implement the changes.

Cursor movement is controlled by:

Down Arrow Will move the cursor down one line on a screen with multiple records. If it is a scrolling screen, when the cursor is on the bottom line and the down arrow is pressed, the lines will all be moved up one and a new Line will display. If it is not a scrolling screen, after the last line displays, the cursor will jump to the first line.

Up Arrow Moves the cursor up one line and acts just the reverse of the down arrow.

Tab Key The forward tab key will move the cursor forward one data field at a (Right Arrow) time. When it gets to the end of a line it will go to the next line.

Back Tab The back tab key will do the reverse of the (Left Arrow) forward key.

Enter Key Same as Tab Key.

Screen movement is controlled by function keys:

F1	Go backward one screen.
F2	Reserved.
F3	Reserved.
F4	Reserved.
F5	Scroll data up/forward one page.
F6	Scroll data up/backward one page.
F7	Scroll data to the right.
F8	Scroll data to the left.
F9	Process the data entered or end code.
F10	Reserved
ESC	Cancel a screen without processing.

Logging onto the System

The terminal will be at the login prompt. The login name and password are always entered in lowercase letters.

Login:

Password:

The screen will bring up the DPS main menu. Press the Caps Lock key to activate uppercase letters.

Logging off of the System

At any of the DPS menus, type EXIT. The terminal will return to login.

Receiving Program Updates

The following procedure should be used to receive programs from DPS.

Key DPS at the Main Menu.

1 - Start remote file transfer.

The system will ftp the programs on your transmit queue at DPS.

2 - Review transmitted files.

The review will display the status of the transmission. There are 3 different status messages.

Talking - indicates that the remote file transfer is still in progress.

Transmission Successful - indicates that the file transfer is complete. The programs that were received will be listed on the screen. Use #3 to accept the received programs.

3 - Accept received files

Use this only after the review displays 'Transmission Successful.'

Password Protection

Password protection for the BOSS VIP Picking System is based on the login name of the operator. After the operator logs on to the system, each time he enters a code, the program will check the Password File to verify that his user login is approved for entry into the code he is trying to access. If the operator is approved, he will go right into the code. If the operator is not approved, a message will display denying access, and he must press enter to return to the menu.

Using the code Pass, set up all codes you want password protected, delete any existing operator password, add/delete any codes set up as password protected for the operator, or add new operator passwords and set up codes the operator can request.

Step	Enter	Digits	Comments
	Code PASS		
1	Set up security?	1	Y/N

If you answer yes, the following headings will display. Pick System Programs and Pick System Miscellaneous. Press enter on the heading of your choice to display all the codes within that heading. You can password protect the codes by placing a 'Y' next to the code description. Press F9 when you are finished.

2	Add/Change a password for a user?	1	Y/N (Enter defaults to yes)
3	Password	6	Use up to 6 characters

Enter the first password and press enter. Key in the operator's password again and the name of the operator. All codes that were flagged in 'Set Up Security' will display and allow you to setup security for the individual operator. Place a 'Y' next to the codes you would like the operator to have access to.

You are also given the option to delete an existing operator.

Press F9 when you are finished. Enter the next operator password or F9 to end. You will then be prompted:

4	Do you want a status list?	1	Y/N
5	Print protected codes only?	1	Y/N

The status list is a report showing all codes and whether or not they are password protected. If you select Y to print protected codes only, the status list will only print the codes that have been password protected.

System Configuration Overview

RS6000 System Setup

1. Use Code 321 - Client Record Maintenance to set the following flags in the General Options and General Options 2 screen.

VIP System = T (General Options Screen)

IPD Pick System = Y (General Options 2 Screen)

2. Use Code 120 - Add/Update Warehouse Record to update the field, VIP Scale, to an F for each warehouse location that has the VIP pick system. This will allow the VIP receiving scale to be used with Code 192 to update and print the weight/volume to be used when Code 151 is done and will create a pick file when Code 173 is done.

If only the VIP receiving scale is going to be used and no picking file is to be created when Code 173 is run, update VIP Scale with a Y.

If no VIP receiving scale is being used but a picking file is to be created when Code 173 is run, update VIP Scale with a D.

If the Code 321 option to sort the titles by title class is being used, Code 173 - Step 2 of Invoicing will check the VIP Scale field and if an 'F', invoices will print by title class.

3. If there is a separate bundle line, update the Code 120 field, Bundle Line, to a 'Y' for the main warehouse number. Then add a new warehouse number (main warehouse number + 40) that will be used to print the bundle line invoices on the Code 379 - Invoice Range Sheet. Code 173 - Step 2 of Invoicing will check the Bundle Line field and if a 'Y', create a separate pick file to be downloaded for the bundle line.
4. If the reorder titles in station A are going to be split onto a separate invoice and create a separate picking file, update the Code 120 field, Split Reorders, to a 'Y' for each warehouse location that will be creating a separate invoice and picking file.
5. If you are splitting reorders into a separate file or splitting bundle invoices into a separate file, you have the option to designate a minimum box weight for the split invoices. Update the Code 120 field, Minimum Box Weight, with the minimum box weight to be used. Then, if an invoice is below that weight, it will not be put into the split file but will go onto the regular invoice.
6. For the Primary Source - CMG Invoicing, the Code 120 field, Pick System Seq Nbr, must be updated to '99' for each Primary Source warehouse location that will be creating a picking file for the CMG titles going to Borders Airport and Bookazine. The IPD warehouse locations that create a picking file must set this field to a zero (0).

VIP PC System Setup

In P35, select Menu Option 2 - Pick System Configuration to set up the VIP pick system flags.

EFTP - Add/Update FTP Parameters

This code is used to enter and maintain the FTP parameters for sending and receiving data from the host to the VIP PC. Press F4 at client number to display the client number and code currently set up. This is usually a one time set up and would not need to be accessed unless there are changes on the host or VIP systems that would require the information to be changed.

EFTP - ADD/UPDATE FTP PARAMETERS

```
CLIENT NBR   :135
DPS CODE     :P57
MACHINE ID   :dpsprod
LOGIN ID     :ftpdps
PASSWORD     :moveit99 (This password is setup by IT to never expire.)
FILE PATH    :/dps/mag/data3/savpck
DELETE (N/Y) :
```

Client Nbr Enter the DPS client number (135).

DPS Code P57 is the DPS code that will be using the FTP parameters.

Machine ID This is the host name assigned to identify the RS6000. That name is 'dpsprod'.

Login ID Enter the login to be used by the FTP process to access the machine ID (ftpdps).

Password Enter the password to be used by the FTP process to access the machine ID (moveit99). This password is setup by IT to never expire.

File Path Enter the path to the RS6000 directory that Code P57 will use to pull down the invoice file to the VIP PC (/dps/mag/data3/savpck).

P04 - Maintain Bin Definition Table

This code creates a table to be used by Code P58 to know what bin numbers do not have lights. All bin/station data needs to be set up in this table. This will include the reorder bin numbers in station A. The bins/stations that do not have lights will have the PTL Active flag set to an 'N'. The bins/stations that do have lights will have the PTL Active flag set to a 'Y'. The bin numbers in stations V-Y (8100-9499) that will be used for the new store titles pulled from the Save Billing File during the invoice run have to be added to the P04 table. Enter the from and to bin numbers with the station and update 'PTL Active' to an 'N'. When Code P58 runs, the table will be read and any bin numbers in the table flagged as 'N' for "PTL Active" will be assigned to bin 1. This will allow the PTL file to be created and allow QC to be done for the bins that do not have lights.

To set up the table, enter the from and to bin numbers, station number and set the PTL Active flag to 'Y' for bins that have lights and set the PTL Active flag to 'N' for bins that do not have lights. To delete the table and rekey, key zero at the 'From Bin' field and press F9.

Pick System Logins

Logins for the pick system are set up as follows. The logins are setup to correspond with a specific function (code) and are done on the terminal set up for that function.

Login	Password	Function (Code)
pck	pck	P82 - Boss Pick Processing and all P81's - Start Scanning Stations
label	label	P86 - VIP Label Print
scale1	scale1	P88A - Verify Items Picked (Main Scale)_
scale2	scale2	P88B - Verify Items Picked (QC Station Scale)
scale3	scale3	P88B - Verify Items Picked (QC Station Scale)
invprtr	invprtr	Code 175 - Invoice Print (Manual Print at Fed Ex Stations)
admin	admin	Used for codes to bring down data, create pick files and stat codes.

Multiple Screens on the Control Center Terminal (Facet Term)

The control center terminal is set up to allow multiple screens (windows) to be accessed to run the codes for the scanning stations and the pick processing. There are 4 screens to be used to run Code P81 for the hand held scanners at each station, Code P82 for the pick file display, Code P81 for the reorder induction scanners and Code P81 for the invoice print scanners.

After the 'pck' login and password are entered, the terminal screen will be at the main menu.

To display what screen the terminal is in, press the 'CTRL' and 'W' keys. The screen will display '>>> **FacetTerm Window 1 '?' for Help <<<'**. This can be done at any time.

To go to another screen, press the 'CTRL' and 'W' keys. The screen will display '>>> **FacetTerm Window X '?' for Help <<<'**. If you are in window 1 and you want to go to window 2, key in '2' and the terminal will go to window 2.

P35 - Pick System Maintenance

For customers with more than one pick line (main line and bundle line), P35 must be done for each pick line.

P35 - PICK SYSTEM MAINTENANCE

1. ZONE/TOTE FLOW OPTIMIZATION
2. PICK SYSTEM CONFIGURATION
3. PICKING ZONE DIAGNOSTICS
4. HARDWARE DIAGNOSTICS
5. STATION DEFINITION

ENTER OPTION 0

Option 1 - Zone/Tote Flow Optimization

This is used to decide which zones to include in picker allocation for tote optimization. The zone numbers and picker ID's set up in Option 3 - Picking Zone Diagnostics, Option 3 - Zone Master Setup, will display. Enter Y for the zones that will use Tote Flow Optimization. The default is "blank" (N) and indicates the zone is not to use Tote Flow Optimization.

If N, totes will be filled within a zone before moving to the next zone. If you do not want items such as paperbacks to be mixed in many totes, key 'N' for that zone. This keeps these products in their own totes.

If Y, the first title in first zone will be picked. If the tote is not full, the tote moves to the next Y zone and so on until the tote is full. This allows all pickers to be picking continuously.

If P82 is running, the message "P82 is running - cannot process selection" displays.

P35 - ZONE/TOTE FLOW OPTIMIZATION

ZONE NBR	PICKER	TOTE FLOW
1	1	Y
2	2	Y

Option 2 - Pick System Configuration

If P82 is running, the screen can be viewed. However, no updates can be made. If F9 is used, the message "P82 running - update not allowed" displays.

If you are running on a DOS PC, reboot the PC if any changes are made to Com Port or Baud Rate fields.

P35 - PICK SYSTEM CONFIGURATION

DROP BIN NUMBER : XXXXXXXX	EXPORT DATA (Y/N): N
SLOW DOWN RATE : 150	SCANNER USED (Y/N): N
DOWNLOAD COM PORT : 2	UPLOAD EVERY NBR MINUTES : 0
DOWNLOAD BAUD RATE : 5	VIP SYSTEM (Y/N/S): Y
PICK SYSTEM COM PORT : 1	WEIGHT AUDIT REPT (Y/N): Y
PICK SYSTEM BAUD RATE : 5	ACTUAL TOTE BOX WEIGHT : XX.XX
CLEAR EACH DISPLAY (Y/N): N	ACTUAL TOTE BOX VOLUME :XXXX.XX
STARTING CNTLR ADDRESS : 1	MAX TOTE WEIGHT VARIANCE : XX.XX
SAVE STAT DATA (Y/N): N	MAX TOTE VOLUME VARIANCE : XXX
LEAD PICKER OPTION (Y/N): Y	TYPE A AREA : XXX
LOG PICK DEBUG (Y/N/P/V): N	TYPE B AREA : XXX
EOP DISPLAY OPTION (Y/N): N	TYPE C AREA : XXX
REQUEST LAST INVC (Y/N): Y	TYPE D AREA : XXX
SKIP PICKD INVCS (Y/N/S): Y	TYPE E AREA : XXX
PICK BACKWARDS (Y/N): N	TYPE F AREA : XXX
SKIP NO PICKS (Y/N): N	TYPE G AREA : XXX
VERSION 3.08 (Y/N): Y	TYPE H AREA : XXX
DECREMENT QTY (Y/N): N	MORE: *

P35 - PICK SYSTEM CONFIGURATION - MORE*

MAIN LINE : XX	SCAN CTRL PCK FLAG (Y/N): N
BUNDLE LINE : XX N/Y	WAREHOUSE LOCATION:
REPRINT INVOICES : N	P88A LOG FLAG (Y/N):
LAST GALLEY BIN : XXX	P82A LOG FLAG (Y/N):
CONTROLLER TIMEOUT : X.XXX	P86 TO LIGHTS FLAG (Y/N):
P88 SCAN TIMEOUT :	P86 REORDERS FLAG (Y/N):
LABEL NAME :	P88A INVC LOG (Y/N):
STARTING SEQ NBR :	P88B AUTO UPDATE (Y/N):
BUNDLE LINE SCALE : N	P88B DEFAULT PRINTER:
ACCEPTABLE ERROR % : XXX	P88B WEIGHT % LIMIT:
MIN SPLIT COPIES : XX	P88B WEIGHT % CHANGE:

ACCEPT SHORT COPIES: N

REWEIGH SCANNER 1 : 00
 REWEIGH SCANNER 2 : 00
 TOTE WEIGHT ENTRY SCALE : N/Y
 UPS FILE OUTPUT: N/Y
 TOTE LABEL TYPE: A/B

DROP BIN NBR Used in code P58 to drop titles/bins when creating the picking file. The Drop Bin Number cannot be zero or a valid bin number on the bin table. For any titles that are in bins up to the last galley bin number entered, P58 will automatically update New Bin with the drop bin number.

SLOW DOWN RATE An internal function used by DPS for different PC processing speeds. Default is 150.

DOWNLOAD COM PORT Identifies the port on the PC that is used to communicate with the host system for file transmission. Default is 2. Not used in UNIX system.

DOWNLOAD BAUD RATE Identifies the transmission speed from the host to the PC for file transmission. Default is 5.

CODE	RATE
0	300
1	600
2	1200
3	2400
4	4800
5	9600

PICK SYSTEM COM PORT Identifies the port on the PC that is used to communicate with the pick system. Default is 1. Not used in UNIX system.

PICK SYSTEM BAUD RATE Identifies the transmission speed from the PC to the pick system. Default is 5.

CLEAR EACH DISPLAY If this is a Y, the picker has to clear each bin (press the button after the pick) that has a pick before the next invoice will be transmitted. If the picker requests the next invoice and all picks haven't been cleared, the system will display 7777 in the zone master display. Default is N.

STARTING CNTLR ADDRESS Identifies the first line controller address on the pick line. The default is 1. If the first line controller address is not 1, enter that address.

SAVE STATISTICAL If Y, statistical data is saved on disk from P82. This data is saved by running

DATA	code P62 after an invoice is completely picked and reports are printed using code P64. Default is N.
LEAD PICKER OPTION	If Y, all zones have to follow the lead zone by picking invoices in the same sequence that the lead zone did. If “Lead Picker Option” is Y, the system will go into a follow the leader mode and will not allow a zone to advance to the next pick-ID until all previous zones have advanced to that pick-ID. Default is Y.
LOG PICK DEBUG	This option if only used with the assistance of DPS programming department and should be set to N unless working with DPS. Default is N.
EOP DISPLAY OPTION	If Y, the system will display 9999 in the next Bin Display after the last pick for each zone to indicate there are no more picks in that zone. This option cannot be changed during a Picking Session. A change will become effective only after P58 is run. Default is N.
REQUEST LAST INVOICE	If option is ‘Y’, by pressing the first bin display after a zone master display, P82 will allow the picker to go back to the previous invoice if skipped by pressing zone master display twice. This option cannot be used when “Clear Each Display Option” = Y. Line controller version must be 3.06 or higher. Default is Y.
SKIP PICKED INVOICES	If Y, invoices are flagged as they are picked so they will not be displayed again on the tie line. This is nice to use if you jump around in the invoice and advance the lead picker at the beginning of the invoice to pick specific retailers first and then pick the remaining retailers by route. If the option is set to S, the picker must press the button on the 2nd display after from the controller to have it not display again. Default is Y.
PICK BACKWARDS	This option allows you to have the controller addresses go from high to low and is used with an auxiliary zone master. Default is N.
SKIP NO PICKS	This option determines whether or not a retailer will be displayed in the Zone Master display if the zone has no picks for that retailer. Default is N.
VERSION 3.08	Enter ‘Y’ if your line controllers are Version 3.08. Enter ‘N’ if your line controllers are Version 3.07 or lower.
DECREMENT QTY	Y allows the displayed pick amount to be reduced to what is actually available in the bin. An FTP file is created for the number of units picked.

Options to Request Last Invoice and Clear each Display have to be N if this option is Y. Default is N.

- EXPORT DATA** Enter 'Y' to create a host export file. The FTP file created is named ASSSSSSS in the /u/dps/pck/data01 directory. The file always starts with A, SS= sequence number (0000001, 0000002, etc.). Default is N.
- SCANNER USED** Enter 'Y' to scan tote labels in P82. Tote labels can be scanned one at a time and picked or multiple labels can be scanned to build a picking sequence table from the download file. Default is N.
- UPLOAD EVERY NBR MINUTES** Enter the number of minutes FTP is to use to poll and upload the export pick file to the HOST. One minute would be keyed as 1. When P82 - Start BOSS Pick Processing is ended, the export pick file sitting in the /u/dps/pck/data01 directory will be closed out and sent to the host. Each time a file is exported, the /u/dps/pck/data01 directory file is deleted and saved in SAVEAS400 along with an FTP log. P82 will also display the message "Problem Exporting Pick Data" if there is no response from the host. This message will not stop the pick process. If the host is going to be down for an extended period, it is recommended that this option be changed to 9999 so that P82 does not receive the problem with export message. When the host is up, change this option back to the standard export time.
- VIP SYSTEM** Enter N if you are using the BOSS System.
Enter Y if you are using the 'VERIFIED ITEMS PICKED' BOSS System.
Enter S if you are using the 'VERIFIED ITEMS PICKED' BOSS System for one line and the BOSS System for another. Enter S on the BOSS System PC. Enter Y on the 'VERIFIED ITEMS PICKED' BOSS System.
- WEIGHT AUDIT REPORT** If this is a Y, P58 will generate a Tote Usage Report that goes on hold in the spool file on the pick system. This is a detailed report listing each sequence number, retailer number, invoice number, bin, tote number, title, issue, title name, number of bundles, number of loose copies, bundle weight, copy weight, copy volume, extended volume and extended weight. This report is useful to see how the computer is going to pack the totes.
- ACTUAL TOTE BOX WEIGHT** Enter the weight of a standard tote box. This is used as a default weight if the system cannot find the actual box weight from Code P75.
- To print a tote charge on the retailers invoice for each tote that you ship, place the value in the RS6000 retailer file in miscellaneous 3 service charge.
- ACTUAL TOTE BOX** Enter the volume of a standard tote box (length X width X depth).

VOLUME

MAX TOTE WEIGHT Enter the acceptable variance.
VARIANCE

MAX TOTE VOLUME Enter the acceptable variance.
VARIANCE

TYPE A-H AREA Assign a type to each size of magazine/book. Enter the area for each type to be used (length X width).

MAIN LINE Enter the number for the main pick line as assigned by DPS, usually 01.

BUNDLE LINE Enter the number for the bundle pick line as assigned by DPS, usually 02. If you do not have a bundle line, leave blank. Immediately to the right hand side there is a display only field. This field is either Y(yes) for titles on the bundle line or N(no) for no titles on the bundle line. This display only field is updated during the P58 run .

REPRINT INVOICES For now all clients put an “N” in this field.

LAST GALLEY BIN If you have galley titles assigned to bin numbers over 99, enter the last bin number used for the galley titles. Enter the last bin number for the first zone set up in P01 if this zone is for galley titles. Enter 0 (zero) if you are not using P01 to set up galleys.

CONTROLLER TIMEOUT Look in the configuration at “SLOW DOWN RATE” and “UPLOAD EVERY NBR MINUTES”. If “UPLOAD EVERY NBR MINUTES” has a number other than 0 or 8224, divide it by 1000 and enter it in CONTROLLER TIMEOUT. Otherwise take the “SLOW DOWN RATE” multiply it by 2 and divide by 1000 for the CONTROLLER TIMEOUT.

P88 SCAN TIMEOUT All clients put 3 here except client 150 who should put 0. In the future, when all the totes are labeled with a serial number, we will put a real value here.

LABEL NAME Put the name to print on the tote label here. Center it in the field, if you want it centered on the line on the label.

STARTING SEQ NUMBER For client 150, enter the starting PO number for the invoice run.

	This number will display in P82 as the tote sequence number and print on the box label. All other clients leave blank.
BUNDLE LINE SCALE	Enter Y if the bundle line has a scale. Enter N if the bundle line does not have a scale.
ACCEPTABLE ERROR %	This percent will determine if the color monitor line for a zone displays in red or green for bad and good picking. P82 must be stopped when this field is updated.
MINIMUM SPLIT COPIES	Enter the minimum level for the acceptable split. This will force all titles up to the minimum level into the tote with no exceptions if also within maximum volume limitation. If number is within minimum split but exceeds maximum volume size, all copies of the title will go to next tote.
MAXIMUM VOLUME SIZE	Enter the maximum volume to allow in tote. Works in conjunction with minimum split copies. If this field is not zero, the volume entered here will be used in the calculations in P44 and P58.
ACCEPT SHORT COPIES	The default setting is "N". Change this setting to "Y" to allow the operator to use the F7 - Accept Short Copies option in Code P88. With the setting set to "N" the operator will be forced to correct the short/overage by either adding the missing copies or removing the over copies. No one can be in codes P82 or P88 when this flag is updated. It is not necessary to run P58 again if the flag is changed in the middle of a pick session.
REWEIGH SCANNER 1	If a scanner is being used at the re-weigh station for the scale designated by the login, scale1, enter the terminal ID for that station so the system will recognize the scanner.
REWEIGH SCANNER 2	If a scanner is being used at the re-weigh station for the scale designated by the login, scale2, enter the terminal ID for that station so the system will recognize the scanner.
TOTE WEIGHT ENTRY SCALE	The default setting is "N". Change this setting to "Y" if you use a scale at the beginning of the tie line to weigh the totes as they are introduced to the tie line. If this setting is "Y" then the option "P88 Scan TimeOut" must be set to "0".
UPS FILE CREATE	The default setting is "N". If 'Y', when P90 is run to process, an export file for UPS will be created in the /u/dps/pck/export/ups directory.

TOTE LABEL TYPE	Type 'A' labels are the original format label. Type 'B' labels are Barcode format labels.
SCAN CTRL PCK FLAG	This flag must be a Y for Client 135 and indicates that boxes are monitored by scanner instead of by sequence during the pick process. The system gets data by invoice number depending on position in the pick process.
WAREHOUSE LOCATION	Identifies the warehouse by the location number set up on the RS6000 in Code 120 - Add/Update Warehouse Record.
P88A LOG FLAG	This must be set to a 'Y' to create log files for Code P78 and P89 to use.
P82A LOG FLAG	This must be set to a 'Y' to create log files for Code P78 and P89 to use.
P86 TO LIGHTS FLAG	This is set to a 'Y' if only one scanner is being used (at Station B) to introduce boxes into the line.
P86 REORDERS FLAG	Set to 'N' to not have P86 prompt for reorder printer number and print the reorder pick list.
P88A INVC LOG	Select 'Y' to have the ability to use Code P71 to go back and check an invoice's weights (Calculated and Scaled). Must be set before P58 is run for that particular invoice.
P88B AUTO UPDATE	INACTIVE If this flag is set to 'Y' P88B will make marginal changes to a title's weight without notifying the user. These changes in weight will appear on the P74 report as being done by user 'AUTO'. If the flag is set to 'N' P88B will not make these marginal changes in weight automatically.
P88B DEFAULT PRINTER	Enter the default printer number to be used in Code P88B for printing shortage tickets. If a 1-99 is entered then the user will not be prompted for printer number. If the field is zero (or blank) then the user will get a prompt for the printer number.
P88B WEIGHT % LIMIT	Enter a percent that will determine if in Code P88B we are to change a weight and what the maximum/minimum change is to be. For example, if 35% is entered into this field and the original title weight is 1 lb, the maximum weight allowed would be 1.35 lbs. The minimum weight allowed would be .65. The weight will only be changed if the difference between what we expect the weight to be and what the scale reports the weight to be is at least a change of 35% from the original weight (over 1.35/under .65).
P88B WEIGHT % CHANGE	This field will determine the amount of the weight change we are

actually going to make if an automatic weight change is needed because it passed the test established by the percent set up in the field, P88B Weight Limit. For example if 25% is entered into this new second field and the title has a weight in P22 of 1 lb and the scale reports back 1.5lbs, then we will make a weight change of .125lbs, making the new weight 1.125. The change is calculated using the difference between the original weight of 1 lb and the calculated weight times the 25% entered in the P88B Weight % Change field. The weight will be adjusted only up to the percentage allowed (P88B Weight Limit). Once that limit is reached, the original weight will be replaced with the calculated maximum/minimum weight. For our example, the original weight of 1 lb would be replaced with the maximum calculated weight of 1.35 lbs or the minimum calculated weight of .65. Now, all weight differences will be calculated from the new weight of 1.35 lbs or .65 lbs.

Option 3 - Picking Zone Diagnostics

This option handles diagnostics and processing in terms of zones, not line controllers.

If P82 is running, the message "P82 is running - cannot process selection" displays.

P35 - PICKING ZONE DIAGNOSTICS

1. TEST BIN DISPLAYS
2. COUNT DISPLAYS PER ZONE
3. ZONE MASTER SETUP
4. DISPLAY BIN NUMBER
5. DISPLAY TITLE NUMBER
6. DISPLAY BUNDLE QUANTITY

ENTER OPTION 0

Option 1 - Test Bin Displays

This option tests display functions. All bin displays for the specified zone(s) light up displaying every segment with 8888's, delta, colon, periods, and the red LED beacon light. This allows someone to walk the line, checking all bin displays to ensure that they are all functioning properly. Enter a specific zone master number, or key ** for all zone masters.

ENTER ZONE NUMBER : 0

Option 2 - Count Displays Per Zone

This option shows on the PC how many bin displays are assigned to each picking zone. The count includes the zone master display. Key the specific number assigned to the picking zone to be counted.

ENTER ZONE NUMBER : 0

Displays:

ZONE NUMBER = 0001, ZONE STATION COUNT = 0022

Option 3 - Zone Master Setup

This option is used to setup the picking system zone configuration. Each picking zone is added with the number of bins in each zone. Anytime the configuration is changed, V to verify must be run. If the verify process encounters any error, the screen displays the message "Zone Setup Not Verified - Restoring Old Configuration". (See Code P72 for instructions to import a CSV file to populate this table)

P35 - ZONE MASTER SETUP

SEQ	ZONE			NBR	ZONE	NBR	LINE	NBR	LINE	NBR
NBR	MASTER	PCKR	ADV N	BINS	CNTRLR	BINS	CNTRLR	BINS	CNTRLR	BINS

A - ADD/INSERT A ZONE

D - DELETE A ZONE

V - VERIFY HARDWARE REQUEST ACTION:

A - ADD/INSERT A ZONE

This selection is used to define the picking zones. Enter the zone number, a picker identification, the maximum advances and the number of bin displays in a zone. Do not include the zone master display in the count. The maximum advances indicates how far the zone can get ahead of the previous zone but not the lead picker (i.e. 0 = no advances, 2 = 2 advances ahead). If maximum advances is entered as 9999, then that zone can go as far ahead of the lead picker as he wants, but when he gets ahead of the lead picker, all zones after that zone will no longer follow the lead picker.

D - DELETE A ZONE

This selection is used to remove a zone from the picking line. The delete starts with the last zone number entered. This should not be done in the middle of picking an invoice. If it is necessary to do, then P58 has to be run again for that invoice file.

V - VERIFY HARDWARE

This selection configures the system by using the data that was keyed to add or delete zones. It allocates each defined zone in turn to the next available line controller as the zone controller and defines the first display as the zone master display. It then reserves as many controllers and displays it needs to create the zones specified. If the system doesn't have enough line controllers and displays to reserve the number of bin displays requested, the screen displays the message "Zone Setup Not Verified - Restoring Old Configuration".

Option 4 - Display Bin Number

All boxes display the bin number as set up in P42.

Option 5 - Display Title Number

This option displays the title numbers for the invoice file on the bin displays. This can be used to verify that each bin has the correct title stacked below the displays. Code P58 must be run for the invoice file first before title numbers can be displayed.

The zone masters and any bin with no title assigned displays "----".

Displays:

PICK FILE NAME :

Enter the pick file name.

Option 6 - Display Bundle Quantity

This option displays the bundle count for the invoice file in the bin display for the title (if one was entered). This allows you to run Code P58 for the invoice file and verify the bundle count before running Code P55 - Merge VIP Files. If an incorrect bundle count is found, run Code P58 again to enter the correct bundle count or to zero out the bundle count and not use one. After the bundle counts have been verified, Code P55 - Merge VIP Files can be done. You can still display the bundle counts after P55 is done but if there are corrections to be made, the invoice file has to be deleted and you start all over again at P57.

The zone masters and any bin with no title assigned displays "----". Any bin with a title that has no bundle count displays "0".

Displays:

PICK FILE NAME :

Enter the pick file name.

Option 4 - Hardware Diagnostics

This option handles hardware diagnostics in terms of line controllers, not zones.

If P82 is running, the message "P82 is running - cannot process selection" displays.

When ENTER LINE CONTROLLER displays, key a specific line controller address or key ** to specify all line controllers. The system must have had the Zone Master Setup configuration run and verified before ** will work. Selections 4, 5, 6, and 8 do not allow **.

P35 - HARDWARE DIAGNOSTICS

1. DISPLAY HARDWARE ADDRESSES
 2. DISPLAY COUNT
 3. DISPLAY ALL 8's
 4. COUNT BIN DISPLAYS
 5. REASSIGN LINE CONTROLLER ADDRESS
 6. SEND TEST DATA TO A BIN DISPLAY
 7. SHOW PARAMETERS
 8. FIND BAD BIN DISPLAY TEST
 9. POLL LINE
- ENTER OPTION 0

Option 1 - Display Hardware Addresses

This option displays the line controller hardware address and the bin display hardware address. The addresses display in this format: 01:00, 01:01, 01:02, (line controller:bin display). Enter a line controller number or ** for all.

ENTER LINE CONTROLLER :

Option 2 - Display Count

This option activates the bin display count mode. The bin display will show 0000, 1111, 2222, 3333, ..., 9999, sequentially. It will loop through 0-9 continuously until you press the button on the zone master display. Enter a line controller number or ** for all.

ENTER LINE CONTROLLER :

Option 3 - Display All 8's

This option tests display functions. All bin displays light up displaying every segment with 8888's, delta, colon, periods and the red LED beacon line. This allows someone to walk the line, checking all bin displays to ensure that they are all functioning properly. Enter a line controller number or ** for all.

ENTER LINE CONTROLLER :

Option 4 - Count Bin Displays

This option shows on the PC how many bin displays are assigned to each line controller. The count includes the zone master display. Key the specific address of the line controller to be counted. This is a must run test to determine if a line controller is good or bad.

ENTER LINE CONTROLLER :

Enter the line controller number.

Displays:

LINE NUMBER = 0001, LINE STATION COUNT = 0026

Option 5 - Reassign Line Controller Address

This option allows a line controller address to be changed. This is used in the initial installation of the system and in replacing failed line controllers. All new/repared line controllers arrive from the manufacturer with an address of 99. If you are unsure of the address, put the line controller in the line and run the Stand Alone Line Controller Diagnostics on the controller to display the address. Key the address of the line controller to be changed and then the new address to be assigned.

ENTER LINE CONTROLLER :

ENTER NEW CONTROLLER

Option 6 - Send Test Data to a Bin Display

This option tests the display function for a specific bin display by receiving and displaying data you key.

ENTER LINE CONTROLLER :

Enter the line controller number.

Displays:

ENTER DISPLAY NUMBER: 0

ENTER DATA TO SEND : 0

Enter the hardware address to receive the data. Then, enter the data to send.

Option 7 - Show Parameters

This option displays the baud rate, system software version and the number of displays for each line controller and the number 2. Press the button on the zone master display to automatically run diagnostics to display hardware addresses, display 8's and display sequential count. Enter the line controller number or ** for all.

ENTER LINE CONTROLLER :

Option 8 - Find Bad Bin Display Test

When a problem occurs on the picking system, this option is very effective in finding the problem component(s).

Enter the line controller number.

Do not press the button on the zone master display. Press the button on the first bin display after the zone master display and then each subsequent bin display.

The address of the display that was cleared shows on each display in the zone. For example, when the button on display 13 is pressed, 13 displays which means that displays 1 through 12 are working properly. If 13 is pressed and does not display, then either display 12 or the cable coming out of it and going into 13 is faulty.

Option 9 - Poll Line

This is a test where the P/C polls every line controller and displays a response back. This is recommended when you are having trouble with the line and cannot find it. Enter a line controller number or ** for all.

ENTER LINE CONTROLLER :

The screen displays:

POLL AND ANSWER FOR 0001 FOR BUTTON
POLL AND ANSWER FOR 0002 FOR BUTTON
POLL AND ANSWER FOR 0003 FOR BUTTON
POLL AND ANSWER FOR 0004 FOR BUTTON

Option 5 - Station Definition

This option displays and maintains the station definition file. Press F4 at STATION ID to display what is currently set up. Up to 10 zones can be entered for a station and must be entered consecutively ((for example, 1-2-3). A zone can only be defined once and cannot be repeated for another station.

P35 - STN DEFINITION

STATION ID :

F4 to Display Current Setup

ID	TRM	DESCRIPTION	START ZONE	END ZONE
----	-----	-------------	---------------	-------------

TERM-ID :

DESCRIPTION:

ZONE :

DELETE: N

P72 - Import Zone Configuration Data

This code is used to import the Zone Configuration table, usually entered via P35. The file that is used to input this data must be in CSV format. The file must be named ZONELD.csv and placed in the /u/dps/vip/dataXX directory (XX = the data directory the setup is in).

There are 2 types of records:

'1' - for the zone master

'2' - optional, 1 to 50 allowed, for each associated Line Controller/Bin Setup.

*For instance there can be one zone with 9 controllers. The setup file would then reflect this with one '1' record and eight '2' records.

The "1" record is defined as follows:

Zone Nbr	numeric	4 positions
Record Type	numeric	should be 1
Picker	alpha	4 positions
Advance	numeric	4 positions
Nbr of bins (total)	numeric	4 positions
Zone Controller (1st Cntrlr)	numeric	4 positions
Nbr of bins (# of bins on Zone Controller)	numeric	4 positions

The "2" record is defined as follows:

Zone Nbr	numeric	4 positions
Record Type	numeric	should be 2
Line Controller	numeric	4 positions
Nbr of bins	numeric	2 positions

Bin Address Table Setup

P45 - Import CSV Bin Address

This code is used to import the bin address table in a .csv file instead of adding (keying) the data with Code P42 - Bin Number Table. Doing the import deletes the current bin number table and replaces it with the table in the import file. If the import file has any errors, the screen displays the error message on the screen and stops the import. Correct the error and import the file again. The file is not deleted from the import directory when the code aborts or when it finishes successfully. The number of records added to the bin address table displays on the screen.

Error Messages

ZERO BIN NUMBER INVALID - FIX INPUT
 CONTROLLER ZERO INVALID - FIX INPUT
 DISPLAY ADDRESS OVER 31 - FIX INPUT
 TABLE ENTRIES EXCEED 750 - FIX INPUT

VIP Pick System users put the file into the /u/dps/vip/import directory. Non-VIP Pick System users put the file into the /u/dps/pck/import directory. The file can be named whatever you want. The .csv file layout is bin number (max of 7 digits), controller number (max of 2 digits) and display address (max of 2 digits). Use Code P42 - Bin Number Table (U - Update) or P41 - Bin Number Display/Print to view the table.

P42 - Bin Number Table

This code is used to add or update the bin address table.

This code cannot be run while Code P82 is running. If you try to run P42 while P82 is running, you will receive the following error "P82 is Running, Press F9 To End".

The screen prompts for A (Add) or U (Update). Keying an A displays a screen with the following columns:

BIN	CONTROLLER	DISPLAY
NUMBER	NUMBER	ADDRESS

Enter the data as required.

Keying a U displays update screen. Title Number and Title Name are automatically updated every time P58 - Create Invoice Picking File is processed.

BIN	CONTROLLER	DISPLAY	TITLE	TITLE	DELETE
NUMBER	NUMBER	ADDRESS	NUMBER	NAME	Y/N

Press the enter key or the arrow keys to move the cursor to the data to be changed. Key in the new data and press enter. Press F9 when you are done to process the changes to end the code. Press ESC to end the code without making changes. Press F5 to advance to the next page of data or press F6 for the previous page.

This code is also used to add additional bin displays to a zone which serves the same function as the zone master, to display the pick-ID number. This allows the picker to call up the next customer/invoice from more than one location within the zone. To activate this function, enter the bins to the bin table sequentially beginning with number 9999900 through 9999999. The additional display bins must be wired into the master zone controller for the zone.

P41 - Bin Number Display/Print

This code displays or prints the Bin Number Table for the invoice file name entered.

STEP	ENTER	DIGITS	COMMENTS
	P41		
1	Invoice File Name	8	MMDDYYSS
2	Display or Print Bin Info? (D/P)	1	D= Display P= Print
*	Select Order to List By:	*	Displays
*	1-List by Bin Number	*	Displays
*	2-List by Bin Dsply Addr	*	Displays
3	List By	1	1 or 2

Operations

RS6000 System

Code 173 - Step 2 of Invoice Run (Create Pick File Directory and Callins)

When code 173 is run on the RS6000, it creates a directory within the /u/dps/mag/data/savpck directory for the invoice run based on the invoice date, a two digit suffix and a two digit location. The two digit suffix number starts with 00 and is incremented by one each time 173 is run for the same invoice date and location. For example, the Friday night invoice run would have suffix 00 and the Tuesday night invoice run would have suffix 01. A BLNG file and VIP callin files are written to each directory respectively. A directory and files are only created when the VIP scale flag in Code 120 is an 'F' for the warehouse. The bin numbers on the invoice have to be set up in Code P03. Any titles assigned to station Z, bin numbers 9500 - 9999, will not be put in the VIP pick system file to display on the PTL system. However, when invoices are printed on the VIP side, station Z titles will print. The V174 - Bin Error Report will print with each invoice run listing any duplicate bin numbers and bin zero number. The report prints title, version, location, issue, title name and bin number. The message 'No Download - Bin Zero!!' for titles with bin zero means that the title will not be put into the download file. Use Code 171 to key in a bin number for the title/issue/location and run Code 173 again. Duplicate bin numbers in the 9500 - 9999 bin range will print but no action is required since these bins do not get put into the download file.

Location 7 titles on the invoice run are treated like they are location 1 titles. The invoice file name for actual location 1 titles is created first, then the invoice file name for the location 7 titles is created. The invoice file name for the location 7 titles should have the highest suffix number with the two digit location number of 01.

Primary Source - CMG Invoicing

When Code 173 is run on the RS6000 in the Primary Source data area, it uses the pick system sequence number (99) set up in Code 120. The two digit suffix number starts with 99 and is decreased by one each time 173 is run for the same invoice date and location. For example, the main invoice file would have suffix 98 and, if splitting the reorders, the reorder file would have suffix 97. These files cannot be merged with the IPD files with the same invoice date since the bin numbers will be duplicated.

Example Directory After Code 173

```
/u/dps/mag/data/savpck>
0127040001
```

```
/u/dps/mag/data/savpck/0109040001
01270400.01 BLNG      VIPCALL  VIPCALL.idx
```

The VIPCALL file is created when a directory (from Code 173) is found for a VIP warehouse for it to be created in and if the invoice date is entered in the special message screen. If no invoice date is entered, the VIP warehouse will not have a VIPCALL file created.

If no directory is found, the callins are printed as normal for non-VIP warehouses and not written to a file. The VIP warehouse can also print the callins if invoices are printed from Code 173 or Code 175. Callins will normally be printed on the tie line when the invoice is printed.

P25 - Load Customer / UPC Files

Code 173 must be run to create the invoice file before this code can run. This code gathers all the files needed for the invoice going to the VIP system and creates a download file in the invoice file directory within the savpck directory.

To create new files, enter the invoice file name. That is the invoice date plus the suffix number (00, 01, 02, etc).

Enter the warehouse location number that the invoice file is for.

If Code 173 has not been run to create the invoice file, a message displays after "Location" is entered that the invoice has not been run yet.

You can press F4 at Invoice File Name to display the available files.

F4 Display

P	INV DATE	SEQ	LOC	WHSE	DATE	TIME	TIE
*	11/26/04		2	2	11/19/04	22:46:25	1031
	11/26/04	01	1	1	11/22/04	21:59:51	1032
	11/26/04	01	2	2	11/22/04	21:59:51	1032

An asterisk (*) in the P column indicates that P25 has been run on the file.

P25 - LOAD CUSTOMER / UPC FILES

DO YOU WANT TO CREATE NEW FILES (Y/N)? : Y

INVOICE FILE NAME : 11260401

LOCATION : 1 EASTERN DIST SERV.

PRESS ENTER TO CREATE FILES

UPC RECORDS ADDED : 1,932

The files are gathered up and compressed into an export file (invoice file name + tar +Z). The files used to create the export file are listed within the savpck invoice file directory.

6090600.01	INVCTRL	SHIPHUBA.idx	TERMSA.idx
0609060001.tar.Z	NTITLE	SHIPMAST	TIESHIPB
ARDESC	NTITLE.idx	SHIPMAST.idx	TIESHIPB.idx
ARDESC.idx	PRDUCT	SKU	UPCD
BLNG	PRDUCT.idx	SKU.idx	WAREHOUSA
CLIENT	RETAILRC	SUPCIDXB	WAREHOUSA.idx
CURCODE	RETAILRC.idx	SUPCIDXB.idx	WKTIESHP
CURCODE.idx	SHIPHUBA	TERMSA	
WKTIESHP.idx			

Create QC Order for PTL

You have the option to create a QC invoice for the PTL system that will have 1 copy of each title for the tie line run (excluding reorder titles and titles in bins 9500 - 9999). This will allow the QC invoice(s) to be picked and taken across the main scale for weight verification and weight correction at the QC station, if necessary, before starting the live order picking.

Overview

To create the QC invoice(s), a tieline account number must be setup in Code 500 - Retailer File Maintenance and Code 505 - Add/Update Alt Retailer. This tieline account number is then entered in the new field, Tieline Acct Nbr, in Code 120 - Add/Update Warehouse Record. When the invoice is processed, the QC invoice(s) will be created for the warehouse location if the field, VIP Scale, is an 'F' (location 1) or a 'Y' (location 2, 42) and there is a number entered for Tieline Acct Nbr. One copy of each title in the invoice run (excluding reorders) will print by bin number with no extensions. When the invoice run is accepted, the QC invoice(s) will be archived but no updating takes place for the O/R, Bulk and A/R). The Save Billing is updated but these orders will be skipped when Code 857 is run since these tieline account numbers will be set up in Code 505 as comp accounts. After the invoice file is downloaded to the PTL system, labels can be printed and the QC invoice(s) picked. After the QC invoice copies are weight verified, they can be returned to the tie line and live order picking can begin. If you are using auto bin selection, and large draw titles are assigned to station A bins, those titles will print on the P86 - Reorder Pick List if that option is being used.

Tieline Account Number Setup

1. Use Code 500 - Retailer File Maintenance to add a the tieline account number for each warehouse that has the PTL system (locations 1 and 2, 42).
2. Use Code 120 - Add/Update Warehouse Record to update the field, Tieline Acct Nbr, with the tieline account numbers set up in Code 500 for warehouse locations 1 and 2, 42.
3. Use Code 505 - Add/Update Alt Retailer to update the field, Prt Invoice Ext, to a 'C' for each tieline account number set up in Code 500.
4. Use Code 195 - Add/Update Shipper Breakup/Hub to add a unique shipper/hub ID just for the tieline account numbers set up to print the QC invoice(s). You want to make sure that the tieline account numbers are the only ones in the breakup.

5. Use Code 197 - Add/Update Shipper Breakup/Hub to add the shipper/hub ID for each location set up in Code 195.

Separate Invoice for Station 'A' Reorder Titles

This pertains to creating a separate invoice for Station 'A' reorder titles and a separate invoice pick file.

SETUP

1. Use Code 120 - Add/Update Warehouse Record to update the field, Split Reorders, to a 'Y' for the warehouse locations (1 and 2) that have the PTL system and want the Station 'A' titles to print on a separate invoice.
2. Use Code 120 - Add/Update Warehouse Record to add warehouse number 51 (location 1) and 52 (location 2) to print the split reorders separately on the Code 379 Invoice Range Sheet. You only need to update the 'Name' and 'Short Desc' fields.

Processing

When Code 173 is run, the Station 'A' reorder titles will print onto a separate invoice. A separate split reorder invoice pick file will be created by adding '50' to the regular warehouse number and the invoice file name will be the invoice date plus sequence number plus the regular warehouse number.

Any new stores that open will also be in the download with the previously invoiced titles/issues in stations V-Y (8100-9499). Any titles/issues going out on the current invoice will print with the regular location number invoices.

The Code 379 - Invoice Range Sheet will print the separate reorder invoices and new store invoices under warehouse location 5X.

When Code 175 - Invoice Print is done, enter the 5X location number with the Shipper/Hub ID to be printed.

When the regular and split reorder invoice files are downloaded to the PTL system, they should be assigned the same session number so they can be merged with Code P55 to allow the separate reorder invoices to be QC'd by going over the main scale and to the QC station for any corrections.

Split Bundle Bin Titles (A51/P04)

Titles assigned to a P04 bundle bin number when Code A51 is run can be split into a separate download file for the PTL system.

SETUP

1. For warehouse numbers 1 (EDS) and 2 (WDS), update the Split Reorders field in Code 120 - Add/Update Warehouse Record to a 'B' to allow reorder titles and bundle bin titles to be split into separate files for the PTL system.
2. Use Code 120 - Add/Update Warehouse Record to add dummy warehouse numbers for the split bundle bin titles. Add 71 for EDS and 72 for WDS. You only need to update the 'Name' and

'Short Desc' fields. These warehouse numbers will print on the Code 379 range sheet with the breakups and invoice numbers for the bundle bin titles.

Processing

When Code 173 is run, a separate invoice will be printed with the bundle bin titles' copies. A separate bundle bin title invoice pick file will be created by adding '70' to the regular warehouse number and the invoice file name will be the invoice date plus sequence number plus the regular warehouse number. If a minimum box weight is entered in Code 120, any invoices for the bundle bin titles that do not meet that minimum weight will not split and the titles will print on the main invoice.

The Code 379 - Invoice Range Sheet will print the separate bundle line invoices under warehouse location 71 and 72.

When Code 175 - Print Invoices is done, enter location 71 or 72 with the Shipper/Hub ID to be printed.

Invoice for Separate Bundle Line

This pertains to creating separate invoices and a separate invoice pick file for the Carson City Pick System Bundle Line.

SETUP

1. Use Code 321 - Client Record Maintenance to go to the Invoice Options 2 screen and update the field, VIP Separate Bundles, to a 'Y'.
2. Use Code 120 - Add/Update Warehouse Record to update the field, Bundle Line, to a 'Y'.
3. Use Code 120 - Add/Update Warehouse Record to add warehouse number 42 for the bundle line. You only need to update the 'Name' and 'Short Desc' fields.
4. Use Code 700 - Title Add/Update to update the field, Bundle Bin, to a 'Y' for titles that will go on the bundle line.

Processing

When the designated bundle titles are received with Code 151, you will enter the bin number assigned to the title when it came in. This bin number will be used for loose copies.

When Code 154 (auto invoice) is run, if any titles are set up in Code 700 as bundle line titles, the screen will display the title, issue, location, version and name with a pop-up window for the bundle bin. Enter the bundle bin and press enter to continue.

When Code 173 is run, the bundle titles will print the loose copies on the regular (main bundle line) invoice and a separate invoice will be printed with the bundle copies. A separate bundle invoice pick file will be created by adding '40' to the regular warehouse number and the invoice file name will be the invoice date plus sequence number plus the regular warehouse number.

The Code 379 - Invoice Range Sheet will print the separate bundle line invoices under warehouse location 42.

When Code 175 - Print Invoices is done, enter location 42 with the Shipper/Hub ID to be printed.

VIP PC System

P57 - Get Invoice from Mag System

This code gets the invoice files that were gathered together by Code P25 on the RS6000 system and moves them to the VIP PC system.

You have the option to assign a session number to the invoice file so that it can be merged with other invoices in a session. This allows multiple invoice runs to be assigned to the same session number and merged into one file as long as there are no duplicate bin assignments. You can also bring down the invoice file without a session number and pick by invoice file name. The IPD and Primary Source invoice files with the same invoice date cannot be assigned the same session number and merged since the bins numbers will be duplicated.

We suggest using the Julian week number to assign the session number but any number scheme can be used. The description gets assigned when a new session number is entered. This description can be changed in Code P50 - Set Session Disposition. To figure out what the Julian week is divide the Julian day number by 7. If there is a remainder, add 1. This is the Julian week number.

If the current working session number is entered, the screen displays the message 'This Invoice Will Be added To A Pick Session In Progress'. The session description displays from Code P50 - Set Session Disposition and can be changed.

If a new session number is entered, the screen displays the message 'This Invoice Starts a New Pick Session'. You can enter a description to identify the session number.

If no session number is entered, the screen displays the message 'This Invoice Will Not Be Merged With Any Other'.

P57 - GET INVOICE FROM MAG SYSTEM

CLIENT NUMBER:

Enter the DPS client number set up in Code EFTP.

INVOICE FILE NAME:

Press F4 to display the invoice files available to download from the RS6000* or key in the invoice file name. If the message 'Missing EFTP Record' displays, the client number entered is not set up in Code EFTP.

PICK SESSION NBR : ___ DESC : _____

Press F4 to display any 'working' session numbers. You can enter a 'working' session number or start a new session number. After entering the session number, press F9.

If you do not want to assign a session number and pick by invoice file name, just press F9 at the 'Pick Session Nbr' prompt.

*A maximum of 15 invoice file names display when F4 is done. Once that maximum is reached you will get the message that Code P51 needs to be run on the RS6000 to delete old files.

P25 - Create Retailer and UPC Index Files

This code must be run for each invoice file to update the UPC file for the scanners and must be run before running Code P58.

STEP	ENTER	DIGITS	COMMENTS
	CODE P25		
1	INVOICE FILE NAME	8	MMDDYYSS
2	DEFAULT MAX TOTE WGT	4	XXX.0
3	DEFAULT WGT VARIANCE	4	XXX.0

P44 - Print VIP Exception Report

This code must be run for each new invoice file before running P58 to create the picking files. This code checks all of the titles in the invoice file for copy weights and generates a report showing titles with missing weights and other error/warning messages. All titles on the line must have a weight entered or P58 will not process the invoice file. In addition, P44 will compute the bundle weight for bundle titles if no weight is in the download file. It takes the title weight times the number of copies in the bundle to compute it.

Any corrections can be made with Code P22 - Title Weight Issue Add/Update. Run P44 again to verify that the entries that were made in P22 are correct. P44 should be run and P22 updated until no errors are reported.

P44 should never be run for a new invoice if you are still working an old invoice.

The operator should never answer 'Y' to 'Clear The Bin Address File' if codes P87, P82 or P88 are running.

The only time an operator should answer 'Y' to 'Clear The Bin Address File', is when the operator is preparing to pick a brand new invoice. When preparing for a brand new invoice, key 'Y' at Main and Bundle line.

STEP	ENTER	DIGITS	COMMENTS
	CODE P44		
1	INVOICE FILE NAME	8	MMDDYYSS
2	CLEAR THE BIN ADDRESS FILE	(N/Y)	

The following are errors that may occur during P44.

CONFIG VOLUME VAR IS > THAN TOTE VOLUME - You probably have a bad volume size keyed

NO BIN ADDRESS RECORD - No Bin number was found in P42

NO WEIGHT RECORD FOUND - The title has no data in the P22 weight file

TITLE IS BUNDLE BUT NO BUNDLE WEIGHT FOUND - Title is identified as a bundle but has no weight

NO LOOSE TITLE WEIGHT FOUND - Title has no weight for single copy

NO TITLE VOLUME FOUND - Title has no volume for single copy

THE TYPE OF MAGAZINE IS WRONG MUST BE A - H/Z - The magazine type is invalid (not found in P35)

BUNDLE SIZE IS MORE THAN A TOTE SIZE - The volume for the title is probably incorrect

TITLE SIZE IS MORE THAN A TOTE SIZE - The volume for the title is incorrect

TITLE VOLUME IS > 10 INCHES - A warning message that the title volume should be double checked will display.

TITLE WEIGHT > 10LBS - The title weight is greater than 10 pounds and exceeds the sum of the retailer's weight (Max Tote Wgt + Wgt Tolerance) in Code P20.

P22 - Title Issue Weight Add/Update

This code can be used to update the weight/volume for a title/issue after the invoice pick file is brought over from the RS6000. Changes made will be logged and can be viewed with Code P74 or Code P23.

STEP	ENTER	DIGITS	COMMENTS
	CODE P22		
1	ARE YOU USING SCALES?	1	Y/N
2	INVOICE FILE NAME	8	If using a session number and that session number is "working", enter the session number. If using an invoice file name instead of a session, enter that invoice file name.

If you answered YES in step 1, place the first magazine or bundle on the scale now. The magazine needs to be on the scale BEFORE the bin number is entered. The screen displays the question if it is bundle weight or not. If you are weighing a bundle, place the bundle on the scale first and record the weight, then enter the same title/issue and record the individual copy weight.

3	BIN	7	
4	TITLE	5	
5	ISSUE	4	
6	TYPE (A-H)	1	A, B, C, D, E, F, G, H

If using a scale, the following is displayed:

The weight is recorded now.

7	IS THIS THE BUNDLE WEIGHT?	1	Y/N
---	----------------------------	---	-----

If 'Y' is entered, the system will update the bundle weight.

If 'N' is entered, the system will display the bundle weight, and will then update the copy weight.

If not using a scale, the following is displayed:

7A	BUNDLE WEIGHT	5	XXX.00
7B	COPY WEIGHT	5	XXX.00
8	THICKNESS	5	XXX.00

P23 - Weight File List

This report lists differences in weight/volume and should be checked if a lot of boxes are being rejected. It prints the bin, title, issue, type, bundle size, bundle weight, copy weight and volume. Next to the volume field an "*" prints if the volume is less than .10.

The weight and volume originally keyed for the title at receiving time print in the left hand columns. The weight that P88B is using prints in the right hand columns. These columns start out identical. The weights that display in the right hand column are updated depending on the circumstances. When the

P88B - F4 Recalculate Weight option is used the P88 CTR is advanced by one. The P88 CTR is reset to 0 each time P23 is run.

After a box has been diverted, and the operator is using the F4 - Weigh That Title to verify the proper quantity of a title is in the tote, if the weight that the system has calculated differs from the actual weight, but not enough to cause an out of variance condition, we take the difference between the calculated weight and the actual weight, divide that by the number of copies. We then add the result to the original copy weight. When this occurs we do not advance the P88 counter. Examples of this will appear on the P23 report as titles with very small differences (for ex. .001 or .002) and no P88 CTR.

This weight can be different due to copies varying but there should not be a big difference. If the difference is greater than .1 or .2, you should investigate. Typically this is caused by operator error when using the P88B - F4 Recalculate the Weight option. For Example, the operator has already used the F1 - Weigh That Title option. This option has called for 10 copies. The operator mistakenly puts in 15 copies, does the F1, it tells the operator still out of variance. Assuming that the correct number of titles were placed in the box, the operator uses the F4 - recalculate the weight option. The system then takes the weight of 15 copies and divides by the 10 copies that the system thinks are in the box. This causes the copy weight of the title to be overstated. As soon as totes with that title in it start arriving at the main scale, you will start to see excessive diversion.

If you find that the P88B - F4 Recalculate Weight option has caused a title's weight to be over/understated, you can run P22 - Title/Issue Weight Add/Update for that title/issue. After keying in the session number or the invoice file name, bin number, title number, and issue number, the weight and volume that were entered originally during receiving will display. F9 to process and end the code. This will reset the weight that the system is using to the original weight.

STEP	ENTER	DIGITS	COMMENTS
	CODE P23		
1	INVOICE FILE NAME	8	If using a session number and that session number is "working", enter the session number. If using an invoice file name instead of a session, enter that invoice file name.

P58 - Create Invoice Picking File

This code is used to create a VIP picking file from the invoice file downloaded with Code P57.

When Code P58 runs, the P04 table will be read and any bin numbers in the table flagged as 'N' for 'PTL Active' will be assigned to bin 1. This will allow the PTL file to be created and allow QC to be done for the bins that do not have lights.

The P58 printout goes to the spool file (on hold) under printer number 2.

P58 - CREATE PICKING FILE

INVOICE FILE NAME		MMDDYYSS*		
BIN	TITLE	TITLE	NEW	BUNDLE
NBR		NAME	BIN	BIN

MMDDYY - Identifies the name of the pick file by date. The **SS** is a sequence number to keep same dated files separate.

Verifying Bundle Count

If using the invoice file name and not a session number, and the bundle count for a title is incorrect and needs to be changed or zeroed out, the change can be made in P58. Make the change and reprocess the invoice file. This will update the bundle weight in the weight file with the number of copies/bundle times the copy weight.

If a title came down in the invoice file with no bundle count at all, you cannot use P58 to key one in.

If using a session number, the pick file has to be deleted with Code P51 and the pick file download started from the beginning with Code P57.

Before doing Code P55 to merge the pick file into the session number, you can do Code P35 to display the bundle counts in the pick file on the displays. These bundle counts can then be verified against the actual bundles stacked on the line. Then, if the bundle count for a title is incorrect and needs to be changed or zeroed out, Code P58 can be used to make the change and reprocess the file.

To display the bundle counts on the displays, do P35 and select Option 3 - Picking Zone Diagnostics. From the displayed menu, select 6 - Display Bundle Quantity.

Displays:

PICK FILE NAME :

Enter the pick file name.

The zone masters and any bin with no title assigned displays "----". Any bin with a title that has no bundle count displays "0".

P55 - Merge VIP Files

This program will merge the downloaded invoice file into the session number that was assigned to the invoice file when it was downloaded with Code P57. After the merge is completed, use Code P50 to set the session number disposition to 'working'.

STEP	ENTER	DIGITS	COMMENTS
	CODE P55		
1	INVOICE FILE NAME	8	Enter the invoice file name.
2	DO YOU WANT TO CONTINUE (Y/N) ?:	1	Enter 'Y' to continue and merge the file. Enter 'N' to end the code and return to the main menu.

As the files are copied and merged, the file name displays on the screen. When the merge is complete, the screen displays 'PROCESS COMPLETE, ENTER TO END' to return to the main menu.

P50 - Set Session Disposition

This code displays the status for the downloaded invoice files. The screen displays Invoice (file name), session (session number assigned in Code P57, if any), status (F4 to display selections) and description.

The current session number you will be picking will have a status of 'Working'. Once flagged as working, different programs that prompt for invoice/session number will automatically display the current working session number.

The session description that displays can be changed by pressing enter and getting to the 'Description' column.

Status Definitions

You can press F4 at 'Status' to display the status selections. If you need to change the status, use the arrow key to go to the status selection wanted and press enter.

Invoice

The initial downloading of an invoice with P57 sets the status to 'Invoice'.

Create

If a downloaded invoice is assigned to a new session number during Code P57, the session number will be set to 'Create'.

Inv Copied

Once an invoice is copied to a session with Code P55, the status is set to 'Inv Copied'.

On Hold

If a new session needs to be set to 'Working', and the previous 'Working' session is not completed, set the previous 'Working' session to 'On Hold'. Then, the new session can be set to 'Working'. Only one session at a time can be set to 'Working'.

Working

When you are ready to work with a session, set it to 'Working'. Only one session can be working. The screen will display a message if there is another working session and you try to update an additional one.

NO MORE THAN ONE WORKING AREA ALLOWED

SESSION XX IS ALREADY SET AS WORKING

1. FLAG THIS SESSION AS ON HOLD
2. FLAG THIS SESSION AS COMPLETE
3. MAKE NO CHANGES AND RETURN

ENTER OPTION (1/2/3) _

Complete

Once a session is finished, set it to 'Complete'.

P86 - VIP Label Print

This code prints the box labels for each invoice in the invoice file. The session number or invoice file name and tie line number have to be entered.

You have the option to print more than one copy of a label for an invoice. Up to nine copies of the same label for an invoice can be printed. These copies will print all together for each invoice.

You have the option to print a reorder pick list by updating the P35 - Pick System Configuration field, P86 Reorders Flag, to a 'Y'. If a 'Y', the code will prompt for a reorder printer to print the reorder pick list. If 'N', no prompt will display. The Reorder Pick List prints for each invoice the invoice file name, tie number, retailer number, retailer name, invoice number, bin number, title name, title number, issue and copies.

If you are using session numbers, labels can be printed as soon as the invoice file is brought down with Code P57 and codes P25, P44 and P58 are run. Just enter the invoice file name. However, if for any reason, titles would later be changed to another bin number when P58 is done, the labels already printed would be invalid.

If there is no data found for the selections entered, the screen displays the message 'No Label Data Found'.

To print the labels and reorder pick list for the location 7, 31, 32, 42, 51, 52, 71 and 72 titles, press F1 to go back to location number and enter 7, 31, 32, 42, 51, 52, 71 or 72. You can then print by all or selected shipper and hub ID.

You have the option to print the labels by class or by a from/to bin range. The labels print in descending box type within the shipper/hub ID.

When labels are printed the weight is recalculated the same way the scale calculates it. Because of rounding the weight on the invoice may be off a little from the label weight. The weight is recalculated so the label will match the calculated scale weight.

P86 - VIP LABEL PRINT

*** SELECT LABEL PRINTER *** Enter the printer number to print the box labels. (Carson City printers are Label 1 = PTL #8 and Label 2 = PTL #9)

*** SELECT REORDER PRINTER *** ***Displays if P35 flag is a 'Y'.*** Enter the printer number to print the reorder pick list.

INVOICE FILE NAME : If using a session number and that session number is "working", the session number will automatically display. If using an invoice file name instead of a session, enter that invoice file name.

 NBR OF COPIES : Enter the number of copies to print for a label. Maximum is 9.

 LOCATION : Location number displays from code P35. F1 from Tie Line Number to change to location number on the 379 range sheet.

 TIE LINE NUMBER : Enter tie number. F4 to display tie numbers on file.

 SHIPPER ID : Enter shipper ID. F4 to display shipper IDs on file. Press enter for all.

 HUB ID : Enter hub ID. F4 to display Hub Ids for Shipper ID entered. Press enter for all.

 CLASS : Enter title class A, B or C or press enter for all.

 FROM BIN : Enter starting bin number or press enter for all.

 TO BIN : Enter ending bin number or press enter for all.

STARTING INVOICE : Displays from tie ship file if shipper/hub entered. Press enter for all.

 ENDING INVOICE : Displays from tie ship file if shipper/hub entered. Press enter for all.

Pick Processing

The warehouse/pick line supervisor activates the BOSS VIP Picking System. All displays pass maintenance verification (All 8's are displayed to ensure that every display is working and that a six won't be misread as a five, or an eight misread for a nine, etc.). Every title number is then displayed at each bin to verify that all titles are in the correct bin locations.

The box label is scanned at each station and as each zone master is pressed, they will display the last four digits of the invoice number. The order selector pulls the quantity indicated on each lighted bin display. The order selector must press the button on each bin display to erase the quantity as it is picked and then press the button on the zone master display. The zone master button will blank all pick boxes in his zone. The quantities for the next invoice to be picked will then display on the bin displays. If the zone master does not advance to the next invoice, this means that a bin display button was not pressed as the quantity was picked. If "7777" displays, that means no box labels have been scanned in for that station's zones.

When a box is completed, "6666" will display after the last pick within a zone and in the display right after the master in all zones after that. This indicates that there are no more picks for a box and it can be pushed off to be weighed at the main scale.

So if station B scans a box and the first and second zones have picks, the first zone will display its picks, no 6's. The second zone will display its picks with 6's in the display after the last pick. The third zone will display 6's in the first box after the master. If the box gets to station C, and beyond, all will display 6's in the first box after the master.

P81 - Start Scanning Stations

This code activates the scanning stations so the invoice bar code label can be scanned in at each station when P82 is run. After the stations are activated, Code P82 is keyed at the menu and the invoice bar code labels are scanned.

The screen displays the date, time, scanner, scan status, invoice number, retailer and a message area for each station as invoices are scanned. The screen is in a constant update mode and data will roll off the screen as new data is scanned. You can use Code P77 to display a specific zone's scan history with as many as 5 invoices before and after the one currently displayed on the zone master.

To end P81, press enter. The screen displays the message "Do You Want to End Code (Y/N)?". Key "Y" to end code and return to the main menu. Key "N" to let the code continue.

P81 - START SCANNING STATIONS

STEP	ENTER	DIGITS	COMMENTS
	CODE P81		
1	INVOICE FILE NAME	8	If using a session number and that session number is "working", the session number will automatically display. If using an invoice file name instead of a session, enter that invoice file name.
2	STATION ID	1	ALWAYS ENTER "B"
*	DESCRIPTION	*	DISPLAYS 'STATION B'
*	STATUS	*	DISPLAYS STATION STATUS
3	ACTION A/S	1	A = ACTIVATE S = STOP

P77 - Display PkBx File

This code will display a specific zone's scan history with as many as 5 invoices before and after the one currently displayed on the zone master. The asterisk indicates the currently displayed invoice.

P77 - DISPLAY PKBX FILE

INVOICE FILE: 03050400 ZONE: 0001

SEQUENCER	DISPLAY KEY	INVOICE	CUSTOMER
4235	19332497	19332497	20223
4236	19332496	19332496	20223
4237	19332495	19332495	20223 *
4238	19342327	19342327	12167

P82 - Boss Pick Processing

After P81 has been started, this selection will activate the picking line. The screen will display:

PICK FILE NAME.....(00000039): _____ If using a session number and that session number is “working”, the session number will display. Enter the session number displayed. If using an invoice file name instead of a session, enter that invoice file name.

Start a Picking Session

If picking is started at the beginning of the invoice, the screen will display: 'PICKING IS NOW ACTIVE'.

Initially, all displays will show 8888 as a test of the LCD elements. When the button on each Active zone master is first pushed, each Bin Display will show the number of the item assigned to it as a test for correct pick line setup.

Scan the invoice bar code labels to create the picking order. The scanner will beep 2 times when a scan is successful. If the label has already been scanned successfully or if the label is not found in the pick file, the scanner will beep 4 times. If the scanner only beeps 1 time, there is either a problem with the scanner configuration or the scanner communication with the network. Check that all scanner cables are plugged in securely to the network connections. Use the group ‘A’ bar codes to reset the scanner configuration.

To start picking what has been scanned in, press the button on each zone master display. The pick-ID number will display on the zone master for the starting invoice. All bin displays with the red beacon lit will have a quantity displayed to be picked. If the item does not have a pick, the beacon will not light up. If the zone does not have a pick for the invoice scanned, "7777" displays on the zone master.

When all orders have been filled, all of the bin displays will display "DPS".

Restart a Picking Session

If the picking process is being brought up to continue after being terminated through operator control, after entering the session number or pick file name, all zones will automatically be restarted with the same pick-ID they were on when the system was terminated.

OPERATOR CONTROL

If picking needs to be stopped for any reason, press "Enter" on the PC to interrupt the picking processing. The following will display:

T - TERMINATE PICKING PROCESS

Enter “T” to end picking process. The system will remember the Pick ID on each Zone Master display and can be restarted at any time.

R - RESTART A ZONE AT A SPECIFIED CUSTOMER

This will restart a zone master at a specific pick-ID number. You can use Code P77 to display the zone and the invoices scanned to determine what pick-ID number to enter.

L - ADVANCE THE LEAD PICKER

Not used.

N - NEW PICKING SESSION

Not used.

D - DROP A ZONE

Enter "D" to drop a zone from picking on the tie line. This will put the zone selected into stand alone diagnostics mode and allow the other zones to continue picking until the problem in the dropped zone can be corrected. This zone will have to be manually picked to keep up with the remaining zones.

A - ADD BACK A DROPPED ZONE

Enter "A" to add back a previously dropped zone. System will prompt for the zone number and the dealer number for that zone to start picking.

P - PICK/NO PICK TITLE

Enter "P" to pick/no pick a title. This option is used when Galley titles are included in the pick file but have not yet been received into the warehouse. The code will prompt for bin and title number. When this bin has picks, it will now display 0000. As picking continues, the bundle and loose copies are accumulated until the title is activated again by this option. When picking is completed for this file, use code P66 - Galley Copies Not Picked Report to determine how many bundles and copies are required for each route's deliveries for the unpicked quantities.

S - ENTER STOP PICK ID

Enter "S" to stop the entire line on the same pick id (i.e. At the end of the day). The system will prompt for the pick id number. When each zone has picked this dealer/title number, the zone master display will return to 'DPS'.

P88A - Verify Items Picked (Main Scale)

This code runs the main scale and verifies the box weight on the scale to what the system is expecting. The variance set up in Code P35 is used to determine acceptance or rejection if the actual weight and the expected weight don't match. If accepted, the scale lowers and sends the box to the Fed Ex station. If rejected, the scale lowers and sends the box to the QC (re-weigh) station.

When a weight for a title/issue is changed, the scale calculated weight will be different than an already printed label. P23 can be used to see weights that have been changed.

The log that displays on the terminal screen while P88A is run will display an asterisk '*' next to each record that is incorrect, whether it's a bad weight or No Read from the scanner. Also at the top of the screen will be a count of the number of good boxes or bad boxes in a row, which will be reset each time the streak is broken for consecutive good or bad boxes. Also a log will be created with the counts for good/bad/no-read for the hour. This log can be viewed/printed with Code P741.

If four boxes come through with bad weights the fifth box will be stopped in the up position on the scale.

P88A - VERIFY ITEMS PICKED

INVOICE FILE NAME: _____ If using a session number and that session number is "working", the session number will automatically display. If using an invoice file name instead of a session, enter that invoice file name.

P88B - Verify Items Picked (QC Station Scales)

This code runs the scale at the QC (re-weigh) station. Each box that was rejected by the main scale is reweighed and the titles in the box are verified to identify any short/over condition that caused the box to be out of variance.

Initially you will be prompted for a printer number. Either a PCL printer or printer 4 (spooler) MUST be chosen. This is the printer that the shortage ticket will print to once a box is finished being QC'd. The shortage ticket printout is optional and if selected will print the invoice number, retailer number and name, title number, title name, station, bin, copies, and bundles that need to be picked to satisfy that box's invoice.

This code can also be used to update the weight/volume for a title/issue. This can be done by keying '0' at 'Invoice Number' or by doing F4 (recalculate weight) once a box is started.

Use the group 'A' and 'B' bar codes to set or reset the QC scanner configuration.

P88B - VERIFY ITEMS PICKED

INVOICE FILE NAME: _____ If using a session number and that session number is "working", the session number will automatically display. If using an invoice file name instead of a session, enter that invoice file name.

The screen displays.

**PUT THE BOX ON THE SCALE
SCAN OR KEY THE INVOICE NUMBER:**

Update a Title Weight

Enter '0' for invoice number to go to the screen to update a title/issue in the weight file. The following displays.

STEP		DIGITS	COMMENTS
1	BIN	7	Enter the bin number assigned to the title/issue or scan the magazine.
2	TITLE	5	Enter the title number.
3	ISSUE	4	Enter the issue number.
The data in the weight file displays for the bin/title/issue entered.			
	TYPE (A-H)	1	A, B, C, D, E, F, G, or H displays from the weight file.
	BUNDLE WEIGHT	5	XXX.00 displays from the weight file
	COPY WEIGHT	5	XXX.00 displays from the weight file
	THICKNESS	5	XXX.00 displays from the weight file

At 'Bin' the magazine can be scanned to find the bin/title/issue. Note that some titles are in more than one bin. If you are in an invoice it will use the bin in that invoice. If you are not in an invoice, title and issue will be filled, but not the bin number. The weight will not be changed until F9 is keyed.

The screen then displays.

PUT MAGAZINE ON THE SCALE OR BOX

Place the magazine on the scale (or box). The copy weight will be updated on the screen. If the title has a bundle quantity, the bundle weight will be recalculated and update on the screen. The cursor will return to 'Bin'. If the you do not want to update the weight file, press F1. To update the weight file, press F9. The screen will display.

TAKE MAGAZINE OFF THE SCALE OR BOX

Take the magazine off the scale (or box). The screen will display.

**PUT THE BOX ON THE SCALE
SCAN OR KEY THE INVOICE NUMBER:**

You can weigh another title/issue or scan/key an invoice number to QC a box.

QC a Box

Scan or key the invoice number from the box label. The following displays.

P88B - VERIFY ITEMS PICKED

INVOICE	RETAILER	NAME	STORE
19342327	1005	BARNES & NOBLE	2155

COMPUTED WEIGHT	ACTUAL SCALE WEIGHT	VARIANCE
33.5	31.2	2.3

F1 - CHECK THE WEIGHT
 F2 - VIEW TITLES IN BOX
 F8 - REWEIGH BOX

OPTION TO DO:___

The screen displays the following messages after the box is put on the scale and weighed.

Invoice Nbr Not Found XXXXXXXXX - The invoice number entered is not in the invoice file name/session being worked..

Out of Balance - The variance between the computed weight and the actual weight is outside the variance level. The titles will need to be scanned and reweighed to find the variance.

Retailer is in Variance - The variance between the computed weight and the actual weight is within the variance level. Press enter to go to the next box.

If the box is **Out of Balance**, select one of the displayed screen options.

F1 - Check the Weight

This option requires the box to be unpacked and for each title/issue to be scanned and put back in the box. The screen displays what was invoiced and what the system thinks is in the box. Short and over copies display. As each title/issue is scanned the weight is recalculated and the remaining variance for the entire box displays. When the bad picks have been identified and fixed and/or the box is within the variance, the box is accepted.

F2 - View Titles in Box

The title/issues in the box display on the screen so that a sight verification can be made against what is actually in the box. This works well when there are very few titles in the box or there are bundles in the box. The correct product can be swapped in and the operator can then proceed to **Option to Do - F8** to reweigh the box.

F8 - Reweigh the Box

This option allows the box to be reweighed after adjustments have been made (usually with **Option to Do - F2 View Titles In Box**), without having to go to the F1 - Check the Weight menu to do step by step.

When **Option to Do - F1 Check the Weight** is selected the following displays.

Mount Empty Box, Press Enter When Ready

Take all the titles out of the box and put the empty box on the scale and press enter. The following displays.

P88B - VERIFY ITEMS PICKED

INVOICE	RETAILER	NAME	STORE
19342327	1005	BARNES & NOBLE	2155
INVOICED	COPIES BUNDLES	WEIGHT	COPIES BUNDLES
	COPIES SHORT BUNDLES SHORT		COPIES OVER BUNDLES OVER
TITLE	VARIANCE LEFT	BIN NBR	2.3
F2 - LOOKUP TITLES IN BOX		F7 - MARK ALL THE REST SHORT	
F3 - VIEW BAD PICKS ONLY		F8 - REWEIGH THE BOX	
F4 - RECALCULATE WEIGHT		F9 - BOX FINISHED	
F5 - PACK BOX SHORT			

SCAN/KEY TITLE:___

Scan one copy of each title/issue and put all the copies for that title/issue in the box. The screen displays the following.

01203 MODERN DRUMMER BIN 4603

PUT TITLE IN BOX THEN PRESS ENTER TO WEIGH BOX

Put all the copies for the title/issue just scanned in the box and press enter to weigh the box.

Copies Short

If the title/issue is short copies, the following displays.

After the shortage or overage has been addressed, scan the next title/issue until all titles/issues are verified and/or the box weight is within the variance.

The screen displays what was invoiced and how many copies were put in the box. As each title/issue is scanned the weight is recalculated and the remaining variance for the entire box displays. Short and over copies display. When the box is within variance and/or when all bad picks have been identified, the box is accepted.

F2 - Lookup Titles In Box

This option is used to view all titles that should be in the box. F5 & F6 can be used to scroll through the data. Press “enter” at a highlighted title to weigh that title. If a title is selected, the title number, name, bin number, and expected copies will display on the screen. Titles that have already been processed are marked with an asterisk (*). You can use this option to load in the title number at the ‘Scan/Key Title’ prompt if for some reason the UPC is not found. Titles that have been deleted with Code P53 or P88B will be preceded with a 'D'.

F3 - View Bad Picks Only

This screen displays the bad picks only. The difference column identifies whether the title was short or over.

F4 - Recalculate Weight (Update Weight File)

You can use this option to weigh any magazine and update the weight file even if you have started QCing a box and the magazine is not in that box. If the magazine is in the box and was picked accurately, then the weight of the magazine out of balance has changed since the initial weigh of the item. The weight will be recalculated and the adjusted weight of the magazine will be updated to the Title/Issue weight file for the remainder of the pick process.

Each time a change is made to a weight using this option it will be written to a log that can be viewed with Code P74. These changes will be marked as ‘M’ (Manual) in the P74 log.

Press F4 at ‘**SCAN/KEY TITLE:**’. The screen displays.

STEP		DIGITS	COMMENTS
1	BIN	7	Enter the bin number assigned to the title/issue.
2	TITLE	5	Enter the title number.
3	ISSUE	4	Enter the issue number.
The data in the weight file displays for the bin/title/issue entered.			
	TYPE (A-H)	1	A, B, C, D, E, F, G, or H displays from the weight file.
	BUNDLE WEIGHT	5	XXX.00 displays from the weight file
	COPY WEIGHT	5	XXX.00 displays from the weight file
	THICKNESS	5	XXX.00 displays from the weight file

The screen then displays.

PUT MAGAZINE ON THE SCALE OR BOX

Place the magazine on the scale (or box). The copy weight will be updated on the screen. If the title has a bundle quantity, the bundle weight will be recalculated and update on the screen. The cursor will return to 'Bin'. If the you do not want to update the weight file, press F1. To update the weight file, press F9. The screen will display.

TAKE MAGAZINE OFF THE SCALE OR BOX

Take the magazine off the scale (or box). The screen will display.

SCAN/KEY TITLE:

You can weigh another title/issue or continue QCing the box.

F5 - Pack Box Short

This option is used to pack the box short and mark reorder titles as deleted when no more copies are available. Reorder titles have to be marked as deleted with this option since they cannot be done in Code P53. Main line titles can be deleted using this option or Code P53. Additionally, a title can be packed short for a box without marking it as deleted.

To password protect the 'Mark This Title as Deleted' prompt, use Code PASS to password protect 'P88-F4 - F4 Password in P88' under the Pick System Miscellaneous section.

Flag Title as Deleted for All Boxes

Each title marked as short will display on the screen.

```
TITLE 01016 INTERIOR DESIGN    IS SHORT
                                CAN IT BE FIXED ON THE TIE LINE (N/Y)    Y
```

If the shortage can be filled, key 'Y'.

If the shortage cannot be filled, key 'N'. The screen will display

```
MARK THIS TITLE AS DELETED? (N/Y)    N
```

If 'Y', the title will be flagged as deleted and the weight file will be adjusted. The title will display with an 'S' to the left of the title number on subsequent boxes.

The screen will display the message

Send Box to Packing Station

Flag Title as Deleted for A Single Box

If 'N' the title will be marked as short for that box only and it will not have to be fixed.

The screen will display the message

Send Box to Packing Station**F7 - Box is Empty Mark All the Rest Short**

If titles are missing from the box, use this option to flag them as processed short and to send the box back to the main line or reorder line to be filled.

F8 - Reweigh the Box

When the box has been corrected with the proper quantity of items, and all items are once again in the box, you can press F8 to recompute the weight of the box.

F9 - Box Finished

When all titles in the box have been verified, press F9 to end the box verification. The screen will display a message identifying the disposition of the box. If not all the titles/issues in the box were verified, the screen displays the message 'Box Check is Not Complete'. Scan any remaining titles/issues and try again.

The boxes that need to go back to the main line to be fixed have the fixes written back into the 'working' session number or invoice file name so that when the box label is scanned on the main line, only the fixes will display. Then you will be prompted to 'Print Shortage Ticket (Y/N)?'. Answering Y will create a printout showing the titles, their bin location, and number of copies that need to be picked to satisfy the shortages in that box. The screen will display the message **'Fix Box from Printed Shortage Ticket'** instead of **'Send Box for Main Line Fixes'**.

Send Box for Main Line Fixes**Send Box for Reorder Line Fixes****Send Box to Packing Station**

To end the code, press enter. The screen will display the message 'Do You Want to End Code (Y/N)?:' To continue in the code, just press enter again. To end the code, key 'Y'.

P53 - Add/Delete Bins From File

This code is used to delete/undelete titles from the tieline. If a title needs to be taken off the pick line after picking has started, you can flag the title as deleted. Any titles that are deleted will still have their bin lit up with the number of copies. If the option to clear each display is being used, press the button to continue to the next pick. The Add/Un-Add, and Add New Bin column are not used.

P53 - ADD/DELETE BINS FROM FILE

BIN	TITLE	TITLE	ADD	ADD	DELETE
NBR		NAME	UN-ADD	NEW BIN	UN-DELETE
001	1043	BLACK BELT			
002	1093	MODERN BRIDE			D
003	1246	COMPUTER LIFE			

DELETE/UN-DELETE Option

This option is used for titles that were processed in the initial P58 file create. If no more copies are available to fill the orders, go the DELETE/UNDELETE column and key D to flag the title as deleted. P58 will display five 9's (99999) under New Bin to indicate that a title has been deleted in P53.

If you need to undo the delete, you go back to the same column and key U to unflag the title as deleted.

Fix Bad UPC Codes

If the download file created with Code P25 contains a bad UPC or is missing a UPC code that is causing rejects in Code P88B, Code V715 allows the bad or missing UPC to be updated. You can print all or specific UPCs or titles with Code V723.

V715 - VIP UPC Table Maintenance

V715 - VIP UPC TABLE MAINTENANCE

INVOICE FILE NAME: Enter the invoice file name to be used.

V715 - VIP UPC TABLE MAINTENANCE

UPC MFG
 UPC ITEM
 ISSUE NBR
 TITLE
 NAME

DELETE (N/Y)

V723 - UPCI Table List

This code prints all or specific UPCs or titles for the invoice file name entered. When Code P25 is run to create the UPCI file, all titles/UPCs are downloaded not just the titles on the invoice.

This report lists all UPC codes on the UPCI File showing you the title number it belongs to, the title name and issue number. Issue number is only present when the UPC is issue specific for a title. This report can be sorted by any of the data that prints.

V723 - UPCI TABLE LIST

INVOICE FILE NAME: Enter the invoice file name to be used.

Select by:

- | | |
|----------------------------|------------------|
| 1 - UPC Mfg | 2 - UPC Item |
| 3 - Title | 4 - Issue Number |
| 5 - UPC Item/Title Unequal | |

Sort/Total by:

- | | |
|----------------|------------------|
| 1 - UPC Mfg | 2 - UPC Item |
| 3 - Title | 4 - Issue Number |
| 5 - Title Name | |

P81 - Start Scanning Stations (Reorder Diverter)

This code activates the scanners prior to the diverter fed by the conveyance from the reorder area. The box's label will be scanned and if there are picks on the regular pick line it will be diverted in that direction, and if not it will be diverted to the bypass conveyance with a direct path to the main scale.

The screen displays the date, time, scanner, scan status, invoice number, retailer and a message area for each box as it is scanned. The screen is in a constant update mode and data will roll off the screen as new data is scanned.

To end P81, press enter. The screen displays the message "Do You Want to End Code (Y/N)?". Key "Y" to end code and return to the main menu. Key "N" to let the code continue.

P81 - START SCANNING STATIONS

STEP	ENTER	DIGITS	COMMENTS
	CODE P81		
1	INVOICE FILE NAME	8	If using a session number and that session number is "working", the session number will automatically display. If using an invoice file name instead of a session, enter that invoice file name.
2	STATION ID	1	ALWAYS ENTER "A"
*	DESCRIPTION	*	DISPLAYS 'REORDER AREA'

*	STATUS	*	DISPLAYS STATION STATUS
3	ACTION A/S	1	A = ACTIVATE S = STOP

P81 - Start Scanning Stations (Auto Print Invoices)

This code activates the scanners prior to the manifest pack and seal stations to read the box label and automatically print the invoice. Each manifest pack and seal station has a printer where the invoice will automatically print. The printer numbers assigned to these printers are 9 and 10.

The screen displays the date, time, scanner, scan status, invoice number, retailer and a message area for each box as it is scanned. The screen is in a constant update mode and data will roll off the screen as new data is scanned.

To end P81, press enter. The screen displays the message "Do You Want to End Code (Y/N)?". Key "Y" to end code and return to the main menu. Key "N" to let the code continue.

P81 - START SCANNING STATIONS

STEP	ENTER	DIGITS	COMMENTS
	CODE P81		
1	INVOICE FILE NAME	8	If using a session number and that session number is "working", the session number will automatically display. If using an invoice file name instead of a session, enter that invoice file name.
2	STATION ID	1	ALWAYS ENTER "X"
*	DESCRIPTION	*	DISPLAYS 'INV PRINTING'
*	STATUS	*	DISPLAYS STATION STATUS
3	ACTION A/S	1	A = ACTIVATE S = STOP

175 - Invoice Print (Manually Print Invoices)

If for some reason the label is a no read or is skipped, the invoice can be printed with Code 175. Each manifest pack and seal station should log into the VIP system using the invoice print icon on the desktop. The login name and password for both manifest pack and seal stations are INVPRTR.

Harrisburg

After the session number or invoice file name is entered, select printer 11 or 12 to manually print the invoice. These printers have priority over printers 9 and 10 in the spool file so that the invoice will print immediately and not have to wait.

Carson City

After the session number or invoice file name is entered, select printer 3 to manually print the invoice. This printer has priority over printer 1 in the spool file so that the invoice will print immediately and not have to wait.

Invoices sent to printer 2 are put on hold and will have the bar code printed. Invoices sent to printer 4 are put on hold and will not have the bar code printed.

175 - INVOICE PRINT

INVOICE FILE NAME: If using a session number and that session number is “working”, enter the session number. If using an invoice file name instead of a session, enter that invoice file name.

SELECT INVOICE PRINTER Enter printer number 11 or 12.
 PRINT TO SCREEN USE 5 OR 6
 SELECT PRINTER (1- 18):

After the printer is selected, enter the invoice number to be printed. The invoice/special message section automatically displays what was originally entered when the invoice run was processed and cannot be updated. If the invoice number entered is invalid, the message “Invoice XXXXXXXX Not Found” displays and returns to Invoice Number. If the invoice number entered is valid, the invoice will print and the screen returns to Invoice Number. To end the code, press F9 at Invoice Number.

175 - INVOICE PRINT

INVOICE NBR: Key the invoice number to be printed. Press F9 to end the code.

 TO ADD INVOICE MESSAGE OR SPECIAL A/R DESCRIPTION
 OR TAKE OFF SERVICE CHARGE FOR AN INVOICE

INVOICE DATE : 02/09/05
 A/R DESCRIPTION : 1 INVOICE
 MESSAGE LINE 1 : THANK YOU FOR YOUR BUSINESS
 MESSAGE LINE 2 :
 MESSAGE LINE 3 :
 SERVICE CHARGE (N/Y): Y
 SERVICE CHARGE 2 (N/Y): Y

Pick File Statistics and Reports

P27 - Schedule File Maintenance

This code sets up a schedule for the pick line so that codes such as P63 can report errors broken down by shifts. Up to three shifts and seven days of scheduling can be entered. Day 1 starts with Sunday and is sequential through Day 7 (Saturday). Enter the shift start (START) and end (STOP) times, total time allotted for breaks (BRK) and the number of pickers (NBR) per shift.

P27 - SCHEDULE FILE MAINTENANCE

	----- SHIFT 1 -----				----- SHIFT 2 -----				----- SHIFT 3 -----			
DAY	START	STOP	BRK	NBR	START	STOP	BRK	NBR	START	STOP	BRK	NBR
6 FRI	__:00	__:00	__:00	18	__:00	__:00	__:00	__	__:00	__:00	__:00	__
7 SAT	5:30	16:00	1:00	18	__:00	__:00	__:00	__	__:00	__:00	__:00	__
2 MON	8:30	16:00	1:00	18	__:00	__:00	__:00	__	__:00	__:00	__:00	__
3 TUE	5:45	16:00	1:00	18	__:00	__:00	__:00	__	__:00	__:00	__:00	__
4 WED	5:30	16:00	1:00	18	__:00	__:00	__:00	__	__:00	__:00	__:00	__
5 THR	5:30	16:00	1:00	5	__:00	__:00	__:00	__	__:00	__:00	__:00	__
_	__:00	__:00	__:00	__	__:00	__:00	__:00	__	__:00	__:00	__:00	__

P61 - Clear Picking Statistics

This code will allow for the clearing, deleting, and dropping of certain pick statistics data. Each one having a different meaning. Initially there will be a prompt for the 'Invoice Nbr' where either the invoice number or Session can be entered. Then there will be 2 more prompts 'Clear or Delete' and 'Drop Date'.

'Clear or Delete' prompt:

This code will either delete the entire table or will clear the data that has accumulated in the table while picking is in progress and only applies to the VIPSTAT2 and BINSTAT files. "Copies Picked" is the cumulative number of copies picked by a zone for the invoice file currently being picked. This field is not cleared by the P61 "clear" option.

Choose "D" for delete if, A) the pick file has to be deleted with P51 after a P58 has been run and a new file has been downloaded to the pick system or B) you have made corrections and have to rerun P58 for the corrections to take effect. Delete must be done before P58 is run. This deletes the entire table.

Choose "C" to clear when you want to continue picking on the same file but want to gather fresh statistics. For example, if you are finishing up a pick started yesterday, choose clear to gather fresh statistics for the picking that will occur today.

'Drop Date' prompt:

This code will drop records from the PICKERR that are less than or equal to the 'Drop Date' entered and are on the Inv File initially entered.

P26 - Zone Name Maintenance

This code allows you to enter the name of the picker for each zone, 25 character maximum. The name entered displays in Code P68.

P26 - ZONE NAME MAINTENANCE

ZONE

NBR	NAME	
1	STATION	1 _____
2	STATION	2 _____
3	STATION	3 _____
4	STATION	4 _____
5	STATION	5 _____
6	STATION	6 _____
7	STATION	7 _____
8	STATION	8 _____
9	STATION	9 _____
10	STATION	10 _____
11	STATION	11 _____
12	STATION	12 _____
13	STATION	13 _____
14	STATION	14 _____
15	STATION	15 _____

P68 - Display Picking Statistics

This code displays or prints the picking statistics by picker.

When you enter Code P68, the working session number or invoice file name will display at the 'Invoice File Name' prompt. Press enter to display the data or press F1 to go to printer selection to print the data. Select your printer and the cursor will return to the 'Invoice File Name' prompt displaying the working session number or invoice file name. Press enter and the data will print. The screen will return to the main menu.

Data is displayed in **red** for zones which are above the acceptable error rate, and in **green** for zones which are below the acceptable error rate. "Copies Picked" is the cumulative number of copies picked by a zone for the invoice file currently being picked. This field is not cleared by the P61 "clear" option. ** The message "Invalid Invoice File" will display if the P61 delete option has been done and P58 has not been rerun. ** The data displayed will refresh automatically every 2 1/2 minutes.

P68 - DISPLAY PICKING STATISTICS

INVOICE FILE NAME:

If using a session number and that session number is "working", the session number will automatically

display. If using an invoice file name instead of a session, enter that invoice file name.

To print the data instead of displaying, press F1.

ZONE	NAME	COPIES PICKED	PICK RATE HR	TOTE ERRORS	TITLES REQ	TTL PCK ERRORS	ERR RATE
1	Station 1	6,520	160	1	648	3	•
2	Station 2	6,391	185		910	6	*
3	Station 3	5,120	156		662	8	1

F5/F6 TO VIEW :

Field Definitions

Copies Picked: Total number of actual copies picked by the zone.

Pick Rate Hr: Copies picked/time spent picking.

Tote Errors: If a tote had any errors in it (can be 1 or 100), 1 is added to this value.

Titles Req: Count of 1 for each bin that has a pull in it. Doesn't matter if pick is 1 or 50.

Ttl Pck Errors: If a box is audited and pick is wrong, whether high or low, 1 is added to value.

Err Rate: Ttl Pck Errors/Titles Req.

P63 - Picking Error Report

This code reports the errors recorded in the PICKERR file by P88B. There is the option to Select/Sort on Invoice, Shift, and Bin. It will report by Invoice, Shift, and Bin the Title, Title Name, Total Errors, Total Over, Total Short, Total Over Bundles, Total Short Bundles.

P69 - Bin View Summary Display

This code displays a summary of the picking statistics by bin.

P69 - BIN VIEW SUMMARY DISPLAY

INVOICE FILE NAME: 09230299

BIN	BIPAD NAME	TITLE REQ	TITLE ERRORS	COPIES REQ	COPIES PICKED	UNIT ERRS	ERR PCT
145	15211 VARIETY PUZZLE GAME	40		270	252	18	7%
146	33612 VOLUPTUOUS	28		216	150	66	44%
147	49712 MEN'S EXERCISE: ABDO	20		75	58	17	29%
148	43801 CHILDREN FUN PUZZLES	21		93	82	11	13%
149	26411 ALL EASY XWORDS	26		101	79	22	28%
150	14411 GOOD TIMES XWORD(D)	26		185	162	23	14%
151	44811 HOROSCOPE	20		86	64	22	34%

152	27012	SUPER SEARCH A WORD	42		183	166	17	10%
153	30426	EASY VARIETY WORD GA	37		165	137	28	20%
154	6038	JET	111	1	937	821	116	14%
155	36439	CITY BUSINESS	7		141	83	58	70%
156	31934	FIRST-RATE VARIETY C	39	1	270	220	50	23%
157	21911	MUSCLE MUSTANGS & FA	48		226	203	23	11%
158	91040	WINE SPECTATOR	8		54	54		%

F5/F6 TO VIEW : _

Field Definitions

Title Req: This field displays the number of picks that each title has had. A "pick" is counted each time a bin lights up in a particular zone. Each time a bin is lighted in a zone, 1 will be added to this value.

Tote Errors: This field displays a quantity based on title errors per zone. The system adds 1 to the quantity when there are picking errors with one or more titles in a particular zone. For example, there are 5 zones, each with 5 titles. The tote is packed with all the titles from each of the zones. The tote is out of variance and diverted to the re-weigh area. When re-weighed, it turns out that the tote is short copies from 3 titles from zone 1, and all of the titles from zone 2 are over. In this case, the Tote Error will = 2; +1 for the errors in zone 1, +1 for the errors in zone 2.

Title Error: This displays the number of times that the quantity picked for a title does not match the quantity that the system calculated to be picked (over or short). This is updated when an over/short quantity is accepted at the re-weigh scale. This is per title, not per copy. For example, if a tote is supposed to have 10 copies of a magazine, but the tote only has 5 copies - this is counted as one error.

Copies Requested: This is the total number of copies that **should have been** picked. This is the sum of the "quantity to pick" that has been displayed on the Bin Display.

Copies Picked: This is the total number of copies that **have been** picked. When a box crosses the first scale and is in variance, the units in that tote will be added to the proper zone number. If the box is rejected, then, when the box is fixed, the units will be added then. On the reweigh scale it will add only on the first checking of the tote.

Unit Errors: Computed field, this is the difference between Copies Req and Copies Picked.

Pick Rate: (hr) This is a computed field based on time spent and copies requested.

Error Rate % - computed field.

P24 - Create ASCII Pick Stat Data

This code creates three flat ASCII files by invoice file that can be imported into other applications. The files created are called ASCIIBIN, ASCIISTAT2, and ASCIERR and put into the /u/dps/pck/export directory. The number of records for VIP and Bin Stats displays on the screen.

P24 - CREATE ASCII PICK STAT DATA

INVOICE FILE NAME: 09230299

VIP STAT RECORDS : 50
BIN STAT RECORDS : 448

P29 - Purge VIP Stat Data

This code will remove the data from the Production Status file and the Performance Monitoring file after each invoice has completed picking.

P78 - Totals for P88A Log

This code displays data for the session number or invoice file name by date and time. The data that displays comes from the P88ALOG records that are added by the scale with a date and time.

All boxes that cross the first scale are counted (reruns, reorders, all).

P78 - TOTALS FOR P88A LOG

ENTER FROM DATE: / / TO DATE: / /

ENTER FROM TIME: 0000 TO TIME: 0000

INVOICE FILE NAME: _____

If using a session number and that session number is “working”, the session number will automatically display. If using an invoice file name instead of a session, enter that invoice file name.

P78 - TOTALS FOR P88A LOG

TOTAL BOXES TO PICK

Total number of boxes to be picked from invoice file.
This does not include reorder only boxes.

TOTAL BOXES PROCESSED

Total number of boxes that have gone across the main scale. (Total Accepted plus Total Rejected).

TOTAL ACCEPTED	Total number of boxes accepted at main scale and sent to packing..
TOTAL REJECTED	Total number of boxes rejected at main scale.
TOTAL INVALID SCAN	Total number of boxes rejected at main scale as 'no reads' (invalid scan on bar code label).
TOTAL OUT OF VARIANCE	Total number of boxes rejected at main scale as 'out of variance' (good scan on bar code label).
AUDIT CHECKED	Total number of boxes scanned or keyed in at the reweigh scale. This should match or be close to the total out of variance number.

P89 - Display Invoice Status

This code indicates the status of all invoices in the pick file. You have the option to display the labeled/unlabeled status for the invoices separately since some invoices are not picked on the tie line. This allows you to verify that all invoices that go across the tie line had a label printed.

The data that displays comes from the INVCFG record. The totals are updated by the scanner and are a running total irrespective of time and date.

The "status" cycle for an invoice would be labeled (P87 done to print label) to picked (P82 scanned/displayed/picked) to ready (P88A weighed at main scale) to printed. If the invoice is rejected at the main scale it would go from picked to re-weigh to picked again or to printed.

The 'Totes to Pick' number does not include reorder only boxes.

P89 - DISPLAY INVOICE STATUS

INVOICE FILE NAME: If using a session number and that session number is "working", the session number will automatically display. If using an invoice file name instead of a session, enter that invoice file name.

1. SHOW LABELED ONLY
2. SHOW UNLABELED ONLY
3. DISPLAY ALL DATA

CHOOSE DISPLAY OPTION.....: 3

GENERATING DISPLAY FILE.... (displays when option 3 selected)

P89 - DISPLAY INVOICE STATUS

TOTES TO PICK	SCANNED TOTES	NO READ TOTES	REMAINING	PCT%
16040	11717	783	3540	22.06

DEALER	NAME	STORE	INVOICE	STATUS
20223	BORDERS BOOKS & MUSIC 223	223	19332495	PICKED
20223	BORDERS BOOKS & MUSIC 223	223	19332496	READY
20223	BORDERS BOOKS & MUSIC 223	223	19332497	LABELED
20223	BORDERS BOOKS & MUSIC 223	223	19332498	NOT LABELED
20223	RDERES BOOKS & MUSIC 223	223	19332499	RE-WEIGH STATION

P71 - Invoice Log Inquiry

This code will be used to check the Invoice Log which is created during Code P58 for all invoices if the flag in P35 - P88A INVC LOG is set to 'Y'. This log will have the weights for each invoice initialized to zero during its creation in Code P58. Then, each time the invoice passes the Main Scale (Code P88A), the 'Calculated Weight' and the 'Scale Weight' will be updated in this log with each new pass of the Main Scale overwriting the previous pass. This program will then allow you to view the weights for an invoice by entering the invoice number at any time until the invoice data is manually purged with Code P73.

You can press F1 to create a .csv file, which will give you a prompt for Session Nbr. Once the .csv file is created, the path and file name will be displayed on the screen. The file will be written to the /u/dps/vip/export directory using the session number as the name. For instance, the .csv file will be named 000000XX.CSV where XX is the session number. The file will contain the fields Invoice Number, Date (Inv File Name), Calc Weight, and Scale Weight.

P73 - Invoice Log Purge

This code will allow the manual deletion of data in the Invoice Log that is used in Code P71. All records will be dropped that have an invoice date equal to or less than the 'Drop Date' entered.

P74 - P88B F4 Weight Change Report

Each time a weight is updated in Code P88B with the F4 options, a record will be added to a log that can be viewed with this program. Also weight changes from Code P22 will be reported in this log and will be marked as 'P' in the 'From' column. Changes made manually with the F4 option in P88B will be marked with an 'M'. Changes made where the new weight is calculated Automatically will be marked with an 'A'. See Code P88B for an explanation of these differences. The user can Select/Sort by Invoice File, Date (change was made), and/or Difference. There also times when Code P88B will make changes to a title's weight automatically for small/nominal weight changes without prompting the user. These weight changes will appear with in the report with the login showing as AUTO.

P76 - P88 F4 Log Purge

This code should be run periodically to purge the P88B F4 log. All records with a transaction date equal to or older than the date entered will be dropped from the log.

P741 - Total Reject Log Report

This code prints a report of running tally of the number of good/bad/no-read totes by the hour generated by Code P88A (main scale). The PCNT ERROR is calculated as '(Bad Tote + No Read)/Total Reads'. The log is created and populated during Code P88A and can be viewed by inv/session number and the date of the counts the user would like to view. The date can be left blank to print all of the log information for a particular inv/session. This log file will be purged when the invoice/session is deleted from the pick system with Code P51.

Pick File Maintenance

When picking is completed for all files for an invoice date, those files should be deleted from the VIP PC system and the RS6000 system . This will keep the directories cleaned up so that space is not wasted storing completed files.

VIP PC System

P52 - Display Invoice Files (PC)

This code is used to display Invoice Files currently on the PC. Use Code P51 to delete the Invoice Files already picked.

P51 - Delete Invoice Files (PC)

This code is used to delete invoice files from the VIP PC system after they have been picked. Use Code P52 to display the invoice files.

STEP	ENTER	DIGITS	COMMENTS
	P51		
1	INVOICE FILE NAME	8	If deleting a session number, enter the session number. If deleting an invoice file name, enter the invoice file name.
2	CONTINUE WITH DELETE?	1	Y/N

The message "No PickData01 Files Found" displays. Press enter to return to main menu.

RS6000 System

P51 - Delete Picking File (RS/6000)

This code is used to display and delete Invoice Files from the RS/6000 after they have been picked.

P51 - DELETE PICKING FILE

ENTER FILE NAME TO DELETE OR F4 TO LIST

FILE TO DELETE: Key in file name or press F4 to display available files. Use the down arrow key to select a file and press enter.

F4 Display

P	INV DATE	SEQ	LOC	WHSE	DATE	TIME	TIE
*	11/26/04		2	2	11/19/04	22:46:25	1031
	11/26/04	01	1	1	11/22/04	21:59:51	1032
	11/26/04	01	2	2	11/22/04	21:59:51	1032

CONTINUE DELETING MMDDYYSSLL? (N/Y): Default is N. Press enter if you do not want to delete the file name displayed.
Key Y to continue with the delete if you do want to delete the file name displayed.

The screen displays the message 'File Has Been Deleted'. Press enter to return to the 'File to Delete' prompt. You can select another file to delete or press F9 to end the code.

An asterisk (*) in the P column indicates that P25 has been run on the file.

P75 - Weight Totes

This code is run at the main scale and is used to build a data base with the same box ID's and weights that are set up on the RS6000 in Code 125 - Add/Update BOXWHSE record.

At the main menu on the main scale terminal, enter P75. Place the box on the conveyor before the main scale. The box will trigger the photo eye causing the scale to lift and weigh the box. The weight displays and the cursor moves to "tote number" field. Enter the box ID and press enter. You are ready for the next box. When all boxes have been weighed, press F9 to end the code.

Quick Reference Guide

Logins

Login	Password	Function (Code)
pck	pck	P82 - Boss Pick Processing and all P81's - Start Scanning Stations
label	label	P86 - VIP Label Print
scale1	scale1	P88A - Verify Items Picked (Main Scale)_
scale2	scale2	P88B - Verify Items Picked (QC Station Scale)
scale3	scale3	P88B - Verify Items Picked (QC Station Scale)
invprtr	invprtr	Code 175 - Invoice Print (Manual Print at Fed Ex Stations)
admin	admin	Used for codes to bring down data, create pick files and stat codes.

Multiple Screens on the Control Center Terminal (Facet Term)

After the 'pck' login and password are entered, the terminal screen will be at the main menu. To display what screen the terminal is in, press the 'CTRL' and 'W' keys. The screen will display '>>>

FacetTerm Window 1 '?' for Help <<<'. This can be done at any time.

To go to another screen, press the 'CTRL' and 'W' keys. The screen will display '>>> **FacetTerm Window X '?' for Help <<<'**. If you are in window 1 and you want to go to window 2, key in '2' and the terminal will go to window 2.

Download Invoice File and Create Pick File

1. P57 - Get Invoice from Mag System
2. P25 - Create Retailer and UPC Index Files
3. P44 - Print VIP Exception Report
4. P58 - Create Invoice Picking File
5. P35 - Option 3, Display Title Number
6. P35 - Option 3, Display Bundle Quantity
7. P55 - Merge VIP Files
8. P50 - Set Session Disposition

Pick Processing

1. Go to window 2. Key in P81 - Start Scanning Stations and press enter.
 Enter the session number and press enter.
 Enter 'B' at Station ID and press enter
 Then, press F9
 Screen will be in mode to display scans.
2. Go to window 1. Key in P82 - Boss Pick Processing and press enter.
 Enter the session number and press enter.
 Pick line will come up.

Go back to window 1 to view scan screen.

Stand Alone Line Controller Diagnostics

1. Turn off the power supply box(es).
2. Remove the terminator pin at the end of the display string for the line controller to be tested.
3. Turn on the power supply box(es).
4. Displays will show "OPEN".
5. Press the button on the first display after the master display. The first four displays will show systems parameters. The master display shows system baud rate. The next shows controller version number. The next shows maximum number of displays allowed for the controller. The next shows either a 1 or a 2.
6. Press the zone master button, all displays will show their addresses. The controller address will appear in the first two positions on the display, and the display address will appear in the last two positions with a colon separating them.
7. Press the zone master button again, all displays will show "8888".
8. Press the zone master button again, all displays will show "0000".
9. Press the zone master button again, all displays will proceed to "count mode".
10. Press the zone master button again, and it will go back to step 5.
11. Turn off the power supply box(es). Replace the terminator pin.

Replacing a Line Controller

For ease of re-addressing new line controllers, DPS recommends that each customer have a 10' cable (straight through) to go from the P/C to the new line controller and 4 spare displays with wires to connect to the controller. This way nothing else has to be disconnected and then reconfigured.

1. **TURN OFF THE POWER SUPPLY BOXES.**
2. Connect controller to be addressed (new or used) to the PC with a straight through cable, or you can disconnect the power and cable going to the first controller and connect to the new controller.
3. Connect 4 displays to the controller and do not place the terminator pin in the last controller.
4. Turn on the power supply box(es).
5. Displays will show "OPEN". The next 2 steps detail how to make use of stand-alone diagnostics now that you have accessed them with procedures taken so far.
6. Press the button on the first display after the master display. The first four displays will show systems parameters. The master display shows system baud rate. The next shows controller version number. The next shows maximum number of displays allowed for the controller. The next shows either a 1 or a 2.
7. Press the zone master button (first display) and all displays will show their addresses. The controller address will appear in the first two positions on the display, and the display address will appear in the last two positions with a colon separating them.
8. Go to the Pick System PC and enter Code P35.
9. Choose option '4. Hardware Diagnostics'.
10. Choose option '5. Reassign Line Controller Address'.
11. You will be prompted for 'Enter Line Controller: '. Enter line controller address currently displayed on the bin displays. The first 2 positions in the display are the controller address.
12. Next you will be prompted for the 'New Line Controller Address'. Enter the new line controller address. After you enter the new address, it should automatically display on the displays.
13. **TURN OFF THE POWER SUPPLY BOXES.**
14. Place new line controller into its proper place on the line and you are done.

LINUX System - Backup and Recovery

The Linux backup is done with the Lone-Tar software installed on the Linux Main Pick System PC and the Backup Pick System PC.

Two Emergency Restore Floppy diskettes and three removable rack mounted hard drives were included with your system.

The Full system backup is stored on the removable rack mounted hard drive which you can remove from the PC and take elsewhere for safe keeping.

Store this initial backup set and any future backups with the PC software/manuals/licenses.

It is recommended that a backup be made after any changes are made to the pick system hardware configuration, zone configuration, bin table configuration, new programs or updates.

A rotational schedule should be maintained for the removable hard drives. Each time a system back up is done use the removable drive that has the oldest (least current) back up on it.

Full System Back Up Procedure

1. POWER DOWN (see the section on System Shutdown)
2. Insert the appropriate removable hard drive into the PC
3. Reboot the system (see the section on System Shutdown)
4. Access the Shell (O/S) prompt
 - a. click on the "shell" button
 - b. or key in "Shell" at the main menu
5. Gain super user permissions
 - a. At the shell prompt, key in "super su", then press the enter key
6. Access the Lone Tar Menu
 - a. at the shell prompt, key in "ltmenu", then press the enter key
7. The Lone Tar Main Menu Displays
 - a. Select Option #1 - Master Back Up
8. The Confirm Back Up Device Window displays


```
currently backing up to hub: hdb
device number : 1
device name: /dev/hdb
block factor: 20
capacity: 40,000,000
software compression: no
use this device: y
```
9. Press enter

10. "Do You Wish To Exclude Any Files/Directories Y/N" displays
 - a. key "/u/dps/mag/data", then press the enter key.
11. The system will list the exclusions that you have entered, then prompt for more exclusions. Answer 'N' to the exclusion prompt.
12. The system will prompt "insert media into b/u device - /dev/hdb". press enter
13. the system will commence the b/u. A listing of files being backed up will scroll up the screen. When finished, the system will display message "back up successful - number of files backed up - "

Full System Restore Procedure

This example assumes that the O/S has been corrupted and the computer will not even boot up.

**Disconnect the PC from the network by removing the Cat 5 cable.

*** Before beginning restore keyboard/mouse must be connected directly to PC.

**** If screen turns blank/grey it is because a power saving measure has been enabled and you are viewing a screensaver, simply hitting a key on the keyboard will reactivate.

This procedure attempts to boot the computer using the two Emergency restore floppy diskettes. These floppies contain enough of the operating system to allow the computer to boot up with the basic disk operating system and the Lone Tar Software.

1. Start with the system powered off
2. Insert Emergency Restore Disk 1 of 2 (Rescue Ranger), into the floppy drive on the computer.
3. Power on the computer.
4. The system will display
 - Boot Options
 - enter - boot from floppy
 - hd - boots from hard drive
5. Press the enter key or wait. After set amount of time, the system will make the entry for you
6. "Rescue Ranger's" displays
7. Different messages scroll on the screen
8. Eventually the following displays, "VFS: Insert root floppy disk to be loaded into RAM disk and press enter".
9. Insert Emergency Restore Disk 2 of 2 into the floppy drive and press enter
10. Rescue Ranger - Main Menu Displays
11. Select option #4 - Utility Menu
12. Rescue Ranger - Utility Menu displays
13. Select option #4 - Restore Backups now
14. "Restore Data" displays. Press enter to continue
15. The following displays
 - Restore Data
 - 1./dev/hdb /dev/hda1/boot
 - 2./dev/hdb /dev/hda2/usr
 - 3./dev/hdb /dev/hda3/home

- 4. /dev/hdb /deb/hda4/var
disk /dev/hdb does not contain a valid partition table
- A. Restore All
- B. Previous menu
- 16. Select (A) for all
- 17. The following displays
 - a. All file systems will now be restored
 - b. please insert -
 - c. press enter to continue
- 18. Press enter to continue
- 19. The following displays
 - a. Mounting File Systems
 - b. /dev/hda4 to /mnt -success
 - c. /deb/hda3 to /mnt -success
 - d. /dev/hda2 to /mnt -success
 - e. /dev/hda1 to /mnt -success
 - f. press enter to continue
- 20. Press enter to continue
- 21. The system will commence to restoring. A list of files being restored will scroll across the screen.
When completed the message "Files Successfully restored - elapsed time - " will display.
- 22. Press enter to continue.
- 23. The IP address and system hostname will need to be changed, possibly, depending on the backup and machine being restored on (TEST or PRODUCTION). See instructions for changing the system IP address and hostname.
- 24. Also the licensing for Microfocus will need to be reestablished if this is a system restore from a backup made on the other system(ex. backup from PROD, and restored on TEST). See instructions for Reestablishing Microfocus Licensing.

Changing System IP address and hostname

These steps will only take place when instructed by DPS to do so, or a full system restore has taken place on the TEST machine with a backup from the PRODUCTION machine.

1. Make sure the system does not have a network cable connected to eth0 or eth1.
2. Go to the main console with the color monitor. Make sure the KVM switch is set to the machine you'd like to change the IP address on.
3. Login as 'root'.
4. Once logged in to the desktop click on the big 'K' in the bottom left hand corner of the screen.
This will bring up a menu.
5. Go up to, and click 'System'. Another menu will appear to the side.
6. Now choose 'Network Configuration' by clicking on it. This will bring up a window titled 'Network Configuration'.

7. You will now select the adapter you wish to change the IP address on. If this is a restore from backup made from the PRODUCTION system on to TEST, then you will want to select 'eth0'. This is done by clicking on 'eth0' once, which will then leave it highlighted.
8. Once the ethernet adapter is highlighted for the one you'd like to edit (eth0 or eth1), click on the 'Edit' button on the right-hand side of the window.
9. This should have then brought up a window titled 'Ethernet Configuration'.
10. In this window you will go down to the section of the window titled 'Manual Address Settings'.
11. Then edit the 'Address' to the address you'd like it to be. (Note if this is a system restore of a PRODUCTION backup on to TEST then you will edit the IP addresses as follows: Carson City - 10.60.1.11, and Harrisburg - 10.32.4.92. There should also be a label on the front and back of the Linux PC stating what the IP address should be for eth0 and eth1.)
12. Once the address has been edited you will click the 'OK' button on the bottom of the 'Ethernet Configuration' window.
13. Next you will edit the hostname by clicking on the tab at the top of the 'Network Configuration' window called 'DNS'.
14. There you will edit the first field called 'Hostname'. (TEST for Harrisburg should be 'lnx140b' and Carson City it should be 'lnx141b', without the quotes).
15. Once that is done you will click 'Apply' at the bottom of the 'Network Configuration' window, and then 'Close'.
16. At this time you will reboot the machine by first logging out and then choosing 'Shutdown Reboot' from the login screen.
17. As the Linux PC is coming backup connect up the proper cables based on desired use of the PC. If it will remain the TEST PC then only connect up eth0.

Reestablishing Microfocus Licensing

When a PRODUCTION backup is restored in TEST the following steps must be taken to reregister the Microfocus Application Server, which allow DPS programs to run on Linux.

1. Login to the terminal as pck or root.
2. Once at DPS Main Menu key in 'AIX' to take you to the command prompt.
3. At the prompt, which looks similar to [root@lnx14Xb home]\$, key in 'su -' (that's s, u, space minus sign) and then when prompted for the password key in root's password.
4. Now key the following at the prompt:
 - a. `cd /var`
 - b. `rm -r mfaslmf`
 - c. Answer 'Y'es to confirm deletion all directories several times.
5. Check to make sure \$COBDIR is correct.
 - a. Key 'echo \$COBDIR'
 - b. If it comes back as blank or anything other than '/opt/lib/cobol' then key 'export \$COBDIR=/opt/lib/cobol'
6. Now key these commands at the prompt:
 - a. `$COBDIR/aslmf/initaslm`
 - b. `$COBDIR/aslmf/apptrack`

- c. You will now be prompted for a 6-digit/char password, and then confirm it (use root's password, and do not press ENTER)
7. At this point a menu should appear looking like:
- a.

Application Server License Administration System - AppTrack

1. License List
2. License Summary
3. License Install
4. License Uninstall
5. Change/Set Password
6. Reinitialize Licensing
7. Current Users
9. Quit

Enter the Menu Selection

8. Choose '3. License Install'. (**NOTE: Steps 7-11 will have to be done twice for Harrisburg since they have two different 10 user license packages.)
9. Now enter the DPS issued Serial number as you are prompted (See Below).
10. Next enter the DPS issued License number as you are prompted (See Below).
11. If you have entered both of these successful you should get a message "License Installed OK".
12. From the menu choose '6. - Reinitialize Licensing'.
13. And lastly from the menu choose '9. - Quit'.
14. Log out and reboot PC. Log back in and verify multiple DPS codes are working properly.

Microfocus licensing information:

Harrisburg #1 (Inx140/b)

Serial #: 600000029758TY+

License #: 03040 10000 0A8A8 6FA0F 818B

Harrisburg #2 (Inx140/b)

Serial #: 600000063900TY+

License #: 03040 10000 0A8A3 3EF02 C575

Carson City (Inx141/b)

Serial #: 600000056735TY+

License #: 03040 10000 0A8A4 49205 B778

MS820 Settings (sending and receiving)

Sending/Receiving the scanner configurations:

- 1) First a special programming cable will need to be used for this. Connect one end of cable to serial port on laptop and the other to 'Host' port on the IB-131 that the scanner is connected to (the IB-131 is a small matchbox size box that scanner and network connections connect to). There are 2 different IB-131's. One for each scanner. To get settings for master and slave connect to each IB-131.
- 2) You'll have to have the scanner software (Microscan ESP) on the laptop. Can be obtained from www.microscan.com.
- 3) Start the Microscan ESP software and connect scanner. Then use Auto-Connect for model scanner you have.
- 4) Once you get connected you'll click on the 'App Mode' button in the top left corner.
- 5) Now click on the 'Send and Receive' button at the top and a drop down menu will appear. Choose the 'Receive Reader Settings' to get current settings. Choose 'Send XXXX' based on desired function.
- 6) Once you have received the settings click 'File' -> 'Save As' at the top. Name the file so we know exactly what scanner it came from (i.e. H1_master_820_Harrisburg.esp, or MainScale_slave_820_Harrisburg.esp).

***Note: This same setup and software can be used to calibrate and align scanners. This is very important as 'sweet-spot' is very delicate.

MS 820 Scanner time outs

reorder:

master:180
slave:175

main scale:

master:190
slave:185

packing/manifesting:

Master:180
slave: 175

Penn Scale - Communications Setup

Depending on the model series and age of the Pennsylvania scale access to the setup mode is either through the 'cal' button which is located underneath an access panel or through the front panel ZERO, UNITS, and PRINT buttons. Setup is accessed through the front panel buttons on the more recent versions of the scale.

In both cases navigation through the setup menu is done with the ZERO, UNITS and PRINT buttons on the front of the scale. In general the ZERO and UNITS buttons are used to change the values of a parameter and PRINT is used to set the parameter and to step through the various parameters.

With all of the settings that follow, if the parameter value that is blinking is the one you want, just press the PRINT key to advance to the next parameter.

Recent versions -

1. Turn on the scale (plug it in) and wait for it to go through the POST.
2. Press the PRINT key for 4 seconds. The display will start to alternately blink 'Prt 25' and 'Stable'
3. Press the PRINT key. The display will blink 'CFG 60'
4. Press the PRINT key again. The display alternately blink 'bAU 61' and the current baud rate setting. Press the ZERO key until the display shows 9600. Then push PRINT. The display will alternate blink 'bAU 61' and '9600'.
5. Press the PRINT key. This will advance the display to the next parameter. The display will now alternately blink 'LEn 62' and the current length value. Press the ZERO key until the display reads '8'. Then push PRINT. The display will now alternately blink 'Len 62' and '8'.
6. Press the PRINT key. This will advance the display to the next parameter. The display will alternately blink 'SPb 63' and the current value for stop bits. Press the ZERO key until it says 1. Then push PRINT. The display will alternately blink 'SPb 63' and '1'.
7. Press the PRINT button. This will advance the display to the next parameter. The display will alternately blink 'PAr 64' and the current parity value. Press the ZERO key until it says 'nonE'. Then press the PRINT key. The display will alternately blink 'Par 64' and 'nOnE'.
8. Press the PRINT button. This will advance the display to the next parameter. The display will alternately blink 'Ech 65' and the current echo setting. Press the ZERO key until it says 'no Ech'. Then press the PRINT key. The display will alternately blink 'Ech 65' and 'no Ech'.
9. Press the PRINT button. This will advance the display to the next parameter. The display will alternately blink 'Cdr 66' and '0', just press the PRINT key.
10. Finally the display will blink CAL 80. We are through the setup. To exit setup, press the ZERO key. The display will show '0'. Press the PRINT key. The display will alternately blink 'Save ?' and 'No'. Press the ZERO key until 'YES' displays. Press the PRINT key. The display will alternately blink 'Save ?' and 'YES'. Press the PRINT key again to exit setup. The display will return to the weight read-out.

Older Versions -

The setup on the Pennsylvania Scale is achieved by putting it in setup mode with a button inside the scale and then going through a setup menu with the ZERO, UNITS and PRINT buttons on the front of the scale. In general the ZERO and UNITS buttons are used to change the values and PRINT is used to set it. The following steps will walk you through setting the communication parameters only. Follow them closely or you can easily mess up the weight calibration.

1. Turn on the scale (plug it in) and wait for it to go through the POST.
2. Lift off the top platform. The display will blink ULULUL (Under Load).
3. Put the scale on its side.
4. Open the access panel cover to the setup button by unscrewing the bolt on the bottom of the scale. The bolt you want is on a quarter inch lip with slits on the side.
5. Put the scale back on its feet.
6. Push the setup switch inside the scale. It will now blink CAL and 20.
7. Push and release the ZERO button until it says 6.
8. Push the UNITS button once, it will display 60. Then push the PRINT button. This will select the communications setup.
9. The scale will display CFG 60 for a few seconds and the blink bAU 61 and the current baud rate setting. Push the ZERO button until it says 9600. Then push PRINT. With all of the following settings, if the parameter value that is blinking is the one you want just hit PRINT right away.
10. Now it will blink LEn 62 and the current length value. Push ZERO until it says 8 bit. Then push PRINT.
11. Now it will blink SPb 63 and the current value for stop bits. Push ZERO until it says 1. Then push PRINT.
12. Now it will blink PAr 64 and the current parity value. Push the ZERO button until it says nonE. Then push PRINT.
13. Now it will blink Ech 65 and the echo setting to which it is currently set. Push the ZERO button until it says no Ech. Then push PRINT.
14. Now it will blink Cdr 66 and 0, just push PRINT.
15. Now it will blink Pd 67 and no, just push PRINT.
16. Finally it will blink CFG 70. We are through the setup. To exit, push ZERO, it will display 0. Then push PRINT.
17. It will go through the POST and then blink ULULUL. Put the scale back on its side and replace the access panel cover.

Put the scale on its feet and replace the top platform. The weight should go back to zero.

APPENDIX A - Vendor Contacts

Carson City Conveyance Partner

Inteligrated Systems
Marty Augustyn
Tel: 972-899-9637

(Note - NEW sales guy is Chad Thibodeaux
email:chad.thibodeaux@intelligrated.com)
No Extended maintenance on this system. Warranty expires in January 2006

Conveyor Parts and Pieces: Gulf Coast Material Handling, Tres Lonegrass
504-460-4978

Control work by JR Automation under direction if Intelligrated. Jerry Ritsema, eng.

Electrician (LOCAL)

Doug Hall 775-690-1717

Main Checkwiegh Scale

Local scale calibration and support by: Scales Unlimited -
775-771-4148 Benji benjilaux@hotmail.com

Mfg contact

Flex Weigh Mark Patty @ Flex Weigh 800-650-8823 email:mpatty@endurosys.com

QC Scales

Local scale calibration and support by: Scales Unlimited -
775-771-4148 Benji benjilaux@hotmail.com

Mfg Contact

Flex Weigh Mark Patty @ Flex Weigh 800-650-8823 email:mpatty@endurosys.com

Receiving Scale

Pennsylvania Scale - local scale calibration and support by: Scales Unlimited - 775-771-4148 Benji benjilaux@hotmail.com

Harrisburg

Conveyance Partner

Inteligrated Systems

Marty Augustyn

Tel: 972-899-9637

(Note - NEW sales guy is Chad Thibodeaux

email:chad.thibodeaux@intelligrated.com)

No Extended maintenance on this system.

Conveyor Parts and Pieces: Gulf Coast Material Handling, Tres Lonegrass

504-460-4978

NOTE: Original equipment is Hytrol NOT Intelligrated, however Intelligrated has managed and

supported this system for DPS. The Controls work was performed by Gary Jabben - NOTE:

Intelligrated brought in Paul Fowler of JR Automation (PLC Modem Access: 717-238-8044)

Main Checkwiegh Scale

Flex Weigh - Mark Patty @ Flex Weigh 800-650-8823 mpatty@endurosys.com

QC Scales

Two (2) Pennsylvania Scale (Source must choose a local source)

Receiving Scale

Systems and Controls Magazine Scale using Weightronix 7300 base and sonar top (DarthVader Scale)

Mark McHenry Tel: 865-988-8583 Email: cme4scales@mindspring.com

SYSTEMS & CONTROLS

907 OLD MIDWAY RD

LENOIR CITY, TN 37772

865-988-8583

865-988-0397