Chapter 12:
Daily Procedures

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Overview

Daily Procedures

Procedures are performed by suppliers each day they receive data from their trading partners. These daily procedures are performed for each trading partner. The options are repeated on many different menus. This chapter describes these basic functions one time, rather than repeating them for each trading partner in their individual documents.

The “Receive” and “Split” can be taken from any traditional OEM VL0 menu. The “Breakdown,” “Print,” and “Process” must be taken from each individual OEM VL0 menu. The Shift, although considered a daily procedure, is not discussed in this document but is described elsewhere in the AutoRelease Manual. This document does not illustrate all menu options or functions performed by trading partners, such as shipping, transmitting ASNs, and invoicing.

The title “daily procedures” does not mean that these are the only procedures that are performed in a day. This title represents those procedures from the “Receive” through the “Process” of data. Once data is successfully processed, it is available for reporting, shipping, and other “daily” functions.

All traditional trading partners (as opposed to mapped trading partners) have individual menus with options identifying these and other tasks that may be performed for a particular trading partner. This chapter primarily describes the options found on these individual menus. However, the AutoMap equivalent, location, and significant AutoMap differences are also noted.

The “daily procedure” tasks described in this chapter are the following:

- Receive
- Split
- Breakdown
- Transmit 997s
- Print 997
- Print Requirements
- Process Requirements

Traditional Trading Partners versus Mapped Trading Partners

Infor has developed over 200 trading partner modules. As technology has changed and advanced, the methods of development have changed too. Depending on the method of development, trading partner modules may be classified as either “traditional” or “mapped.” Tasks are performed differently and from different locations, depending on whether this is a “traditional” or “mapped” trading partner.

Traditional Trading Partners

These trading partners have been developed exclusively using RPG code to move and manage data and perform tasks. Each traditional trading partner uses a VL0 (variable length communications) menu and has one or more unique, individual menus. Most tasks performed from these individual menus affect only this specific trading partner. These unique menus may look very similar to the menus created for other trading partners; however, they are designed to handle only those transaction sets and business practices used by this specific trading partner.

Mapped Trading Partners

These trading partners have been developed using a combination of mapping and RPG code to move and manage data and perform tasks. There are no VLO menus and no individual, unique menus for mapped trading partners. All EDI functions are performed from the same location for all mapped trading partners. The options to perform these tasks are accessed from the first three menu options of the AutoMap Menu.

Mapping is a method of retrieving data from a designated location (within a data file) and placing it in another data file where it can be used by another program. Keywords are used with mapped trading partners to call pieces of RPG code to perform special processing.

Trading Partner Modules

	Traditional	Mapped
Complexity of trading partner:	Many transaction sets. Complex business practices.	Limited transaction sets. Simple business practices.
Method used:	All RPG Code	Map + keywords that call RPG code.
Where functions are performed:	From individual screens and menus for each individual trading partner.	From one location for all trading partners.

The Traditional VL0 Menu

The VL0 menu is the menu where the “daily procedure” options (from the “Receive” through the “Process”) are found for a specific trading partner. Each traditional trading partner has a VL0 menu. The menu name begins with “VL0,” followed by the OEM code.

The names of the options on the VL0 menus may vary from trading partner to trading partner, but the basic functions are the same.

If special processing occurs for an individual trading partner when performing one of these tasks, that special processing is noted in the trading partner document for that specific trading partner and not in this chapter.

Examples:

- Receive (some OEMs have the option to selectively receive specific transaction sets).
- Print (the trading partner document identifies whether the Print is mandatory or optional).
- Print (data is identified, which is printed on the edit list but not processed into the system; sometimes this is the only place the user can access this information).
- Breakdown, Print, or Process (a special report may print for any one of these options, such as the Ford Dealer Direct Shipments report).

All options that are found on the VL0 menus are not described in this chapter. Only those that are “common” options that can be described one time for multiple trading partners are described here. Options that are unique to the trading partner are found in the trading partner document. Other chapters following this one describe other common options on other topics, such as security options or common ASN options.

Examples of unique options that are found on VL0 menus and are described in the trading partner document are the following:

- CpK 2001 Processing - This is exclusive to Ford.
- Production Service Claim (142) - This is exclusive to Nissan of Tennessee.
- Some options representing the less commonly used transaction sets, such as 832s, 840s, 843s, and so on.
- AIAG Reports menus - Several trading partners have a separate menu to print reports (or transaction sets) that are transmitted from the trading partner.

Traditional VL0 Menus

Example A

```
     12.0                      MENU: VL0T                    12:29:05
 ------------------------------------------------------------------------
                            MACK TRUCK
                    VARIABLE LENGTH  TELECOMMUNICATIONS

 ------------------------------------------------------------------------
1. Receive Data                          9. P.O. Acknowledgement Menu
2. Split Network Data Into OEM Files 10.Remittance Advice Inquiry  (820)
3. Breakdown Data                       11.Maintain Network Security
4. Transmit 997s                        12.Network Selection File  Maintenance
5. Print Req's (830,850,862,866)Menu 13.Commerce  Miscellaneous
6. Print Notes                          14.GEISCO Miscellaneous Menu
7. Print Acknowledgements  (997)        15.Maintain Miscellaneous File
8. Process Req's  (830,850,862,866)     16. Price Catalog Menu  (832)

                23. Return to V/L Telecommunications Menu
                24. Return to Main Menu

                                Option __
```

Example B

```
12.0            MENU: VL0AE        12:33:34
-----------------------------------------
                AE CLEVITE
 VARIABLE LENGTH TELECOMMUNICATIONS MENU
-----------------------------------------
 1. Receive Data
 2. Split Network Data Into OEM Files
 3. Breakdown Data
 4. Acknowledge Received Data
 5. Print Requirements (850)
 6. Process Requirements (850)
 7. Maintain Network Selection
 8. Maintain Network Security
 9. Maintain Miscellaneous File
10. P.O. History (850) Menu

23. Return to V/L Telecommunications Menu
24. Return to Main Menu

                Option __
```

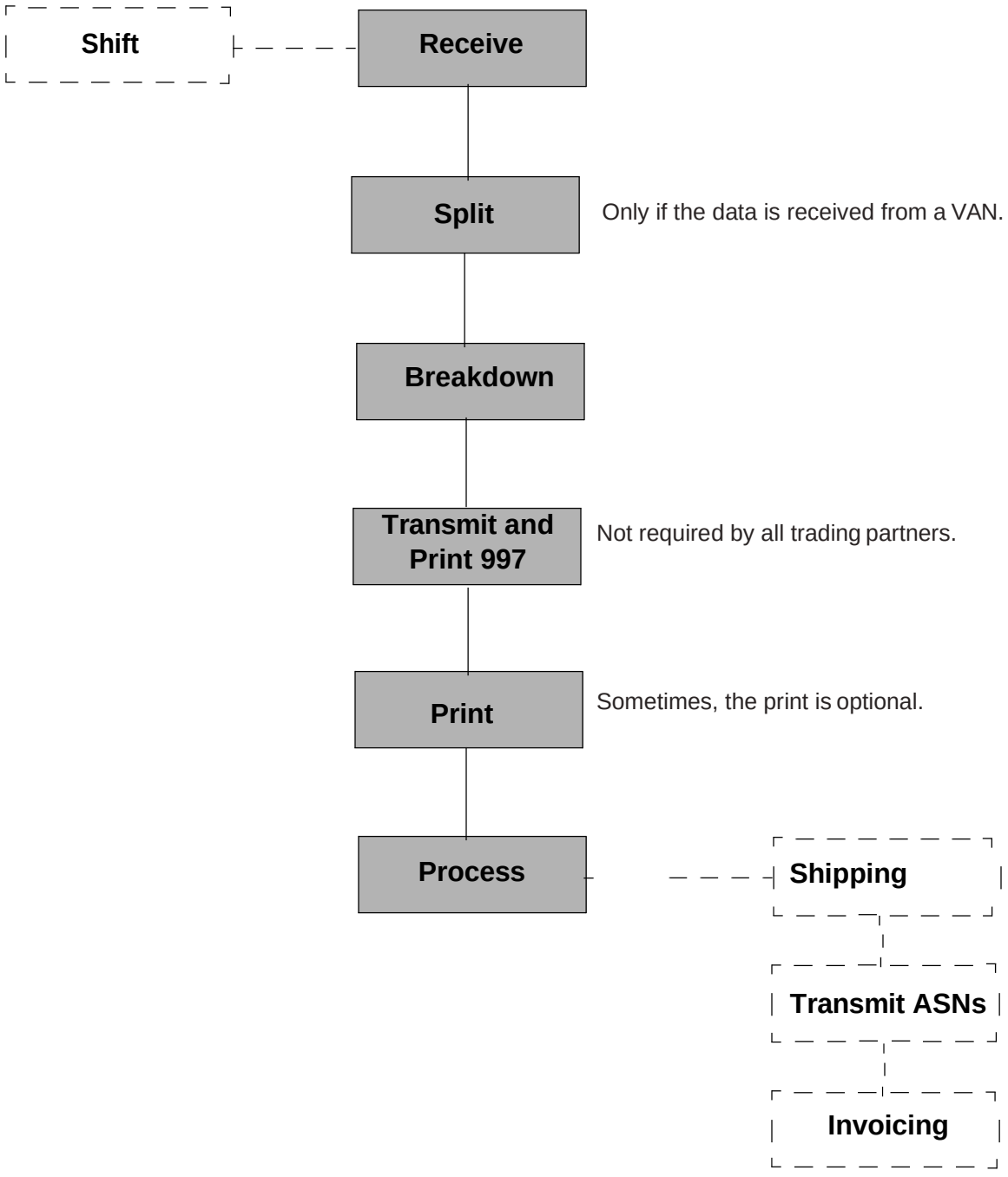
Although all VL0 menus are similar and have many of the same common options, they are also unique, because transaction sets and business practices vary from trading partner to trading partner.

The option names (for the same function) on the individual VL0 menus may vary from trading partner to trading partner. Notice the differences between the two examples of VL0 menus.

Mack Truck	**AE Clevite**	
Transmit 997s	Acknowledge Received Data	Same function, different wording. Not all trading partners require the 997 to be transmitted.
Print Req’s (830, 850, 862, 866)	Print Requirements (850)	Requirements may be received on up to four transaction sets: 830, 850, 862, and 866. All print options are followed by the transaction sets used by that specific trading partner.
Print Acknowledgements (997)		Print 997s. Not all trading partners send 997s to the supplier.
Process Req’s (830, 850, 862, 866)	Process Requirements (850)	Requirements may be received on four transaction sets: 830, 850, 862, and 866. All process options are followed by the transaction sets used by that specific trading partner.

Daily Procedures Flow Chart

The Shift, shipping, transmit ASNs, and invoicing may be considered daily procedures; however, these options are not described in this chapter. They appear on the chart below as dashed-line clear boxes. Only those procedures from the “Receive” through the “Process” on the VL0 menus are found in this chapter.



Daily Procedures

- **Receive** requirements via EDI either
  - Directly from the trading partner.
  - From a VAN (value added network).
  - Configurable (using the configurable interface - example Ford FTP).
- The **Split** is performed only if the data is received from a VAN. The Split separates the data into individual trading partner files.
- The **Breakdown** further separates the data: first by company, then by transaction set or message.
- The **Transmit 997** (functional acknowledgement) is used to acknowledge that a file was received. It is required by some trading partners and not by others.
- The **Print 997** (functional acknowledgement) is used when the trading partner sends a 997 to acknowledge that a file (usually an 856 or 810) was received from the supplier. The print 997 option is used to manually print this document if the system is set up to require that it be manually printed. It may be set up to print automatically.
- The **Print** option creates the Edit Report. The Edit Report contains all details associated with the requirements in the incoming file. This report is placed on hold, because the report may be hundreds of pages long and many clients have no need to print it. The report may be viewed, printed, or deleted.
- **The print is optional for some trading partners and mandatory for others.**

  For years, all trading partners were coded to require that the Print must be taken before data could be processed. This is the “mandatory” Print method. Those trading partners created in recent years do not require the Print option to be taken. Trading partner documents identify the print method.

  Mandatory Print

  The Print option must be taken. An Error Report prints that identifies master file data that must be entered before the process can be completed successfully. The Edit Report is created and may be viewed, printed, or deleted. The Print Error Report is the same report as that created when the Process option is taken.

  Optional Print

  The Error Report that identifies master file data that must be entered prints when all three of the following options are taken: Breakdown, Print, and Process. Therefore, errors can be corrected before attempting to Process, without taking the Print option. If there is no need to print the Edit List with all the requirement detail, the print option does not need to be taken.

- The **Process** is where the incoming data is placed in the Requirement File and the Load File is updated. The “Process” checks for the same errors that were reported during the “Print” (and if the Print is optional, during the “Breakdown”). An Error Report prints. If all errors were corrected, the data is processed. If there are errors, the missing data must be entered before the “Process” can be completed for the entire file. The three master files that may need maintenance are the following:
  - Machine Readable (customer and destination)
  - Parts Cross Reference
  - Requirement Master

Receive

The Receive Data Option

This option is taken manually to receive data from a VAN or directly from a trading partner.

The Receive option is found on almost all VL0 menus and on the Mailbox Monitor in AutoMap.

The following requirements may be received:

- Direct - (bisynchronous) communications with a trading partner
  Some trading partners are accessed directly. Files are exchanged directly between the trading partner and the supplier without going through a VAN mailbox or any other intermediate location. Only data for that trading partner is received. To view a list of trading partners that are accessed directly see the appendix at the end of the chapter.

- VAN (Network) - (bisynchronous) communications
  Trading partners and suppliers place data into and retrieve data from a VAN mailbox (Advantis, GEIS, Commerce, and so forth). The preferred VAN used by the trading partner is identified in the trading partner document. When the Receive option is taken (from one of the VL0 menus or from the Mailbox Monitor), all data for all trading partners that place data in the same mailbox is received.

- FTP/ANX - Configurable communications
  A (non-bisynchronous) method of communication that requires a configurable script (residing in the FUTCP library and created using the configurable interface tool).
  Example: ANX communications, such as Ford FTP (File Transfer Protocol).

Although there are three methods, the most common method is the second listed above: placing data in a VAN mailbox. The trading partner places files in the VAN mailbox. The supplier uses the receive option (from one of the VL0 menus or from the Mailbox Monitor) to retrieve the files in the mailbox. All data for all trading partners that place data in the same mailbox is received.

Example: Mack Truck, TRW, Isuzu, and Borg Warner all place data in the GEIS mailbox. All data that was placed in the GEIS mailbox by these trading partners is received, whether the receive was taken from one of the VL0 menus, or whether the Receive was taken from the Mailbox Monitor in AutoMap.

When data is received from a mailbox, a file is created and the receive member is attached to the file name.

Example: Data received from the GEIS network is received into the file name VARGSCO with member (Vxx), where “V” is constant and “xx” is the receive member.

The file name with receive member is used by the “Receive,” “Split,” and “Breakdown.” The use of receive members creates unique file names so multiple companies, who access different mailboxes for the same VAN to Receive, Split, and Breakdown their files, do not have to check with each other to assure they do not overlay each other's data.

A job to receive data may be scheduled to run at a predetermined time, without user intervention. This is scheduled from the Communications Menu. See chapter 11 (System Maintenance) for additional information on AutoReceive.

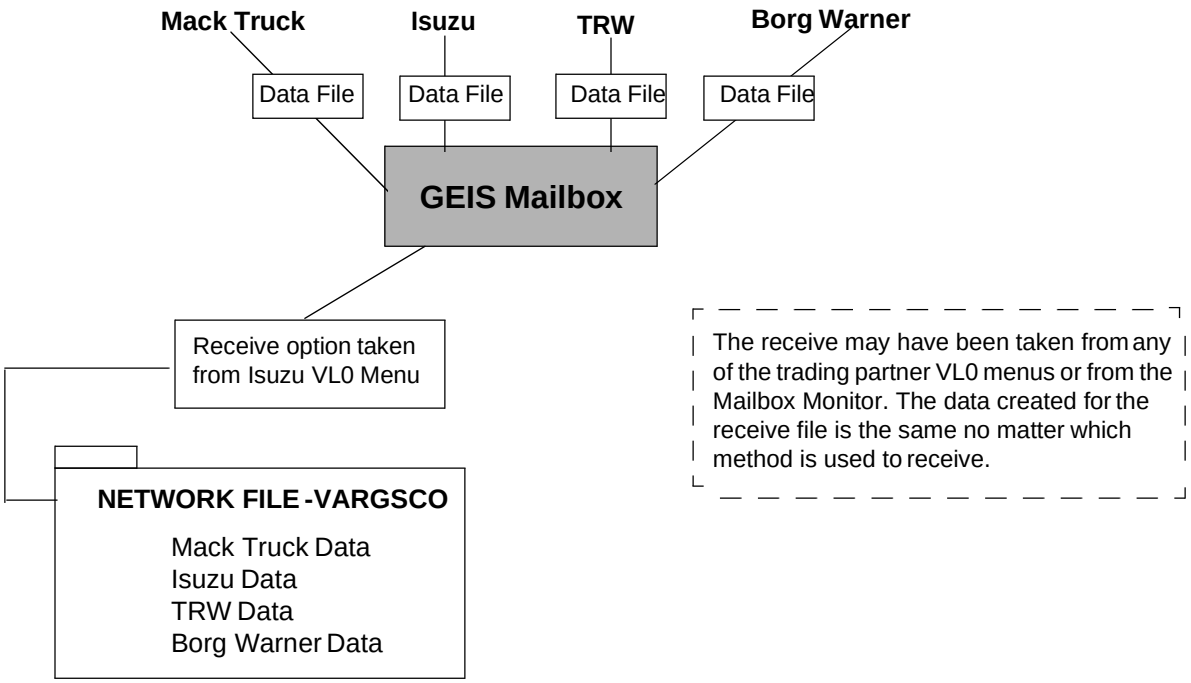
The following AutoRelease files are accessed during the receive:

- Network Selection, where the protocol method (VAN, Direct, Configurable) is identified.
- Security file for the selected protocol method to retrieve data needed to run the communication session (passwords, user IDs, and so forth).
- Communications file to access the phone number to initiate the communication session.
- Identification Code File, which retrieves the company number, which in turn is used to retrieve the receive member from the Security file.
- Automatic Print 997 field, which is checked to determine if 997s are to be printed at the time of the receive, or if they are to be stored to be printed manually at a later time. See the appendix for a list of trading partners that transmit the 997 to the supplier.
- AutoMap field, which is checked to determine where the received data is to be placed: AutoRelease or AutoMap.

Receive Data Diagram

This diagram illustrates how the Receive option may be taken from a VL0 menu or from the AutoMap Mailbox Monitor and how all data is retrieved for all trading partners that place data in the same VAN mailbox for the supplier.

When the Receive is taken, all data received is placed in one file that is identified by the VAN or trading partner that was accessed. The file must go through the Split, Breakdown, Print (sometimes optional), and Process successfully before the data within the file can be accessed by other areas of AutoRelease. It is the “Process” that places the data in the Requirement and Load Files.



The supplier manufactures parts for four trading partners (three traditional and one mapped). GEIS network services have been acquired. All four trading partners place and retrieve data in the GEIS mailbox.	Mack Truck VL0 Menu	Isuzu VL0 Menu	TRW VL0 Menu	Borg Warner AutoMap Mailbox Monitor
		1. Receive Data		

In this example, the GEIS file was received by taking the Receive option on the Isuzu Menu (VL0U). The same file could have been received using the Receive option on the Mack Truck or TRW Menu or using the receive from the AutoMap Mailbox Monitor.

Receive Data

When the Receive option is taken from the VL0 Menu, a screen prompts for the company number to verify user security.

A second screen prompts to “Delete Previous Data?”

```
Do you wish to delete previous Data Received: Y

NOTE: A (Y) must be entered if the previous
      receive was not completed successfully.

 F3=Exit
```

All data for the same receive member must be processed before receiving for the same receive member* again.

If all previously received data for the same receive member has not been processed, enter “N” when prompted to “Delete Previous Data?” to prevent loss of data. Enter “N” if all previously received data has not been processed and the file is to be appended, or if a 997 is received and has not yet printed.

Press Enter with the default “Y” if all previously received data has been processed, or if the last “Receive” ended abnormally.

If using manual dial, a break message displays when the dial message is available. Answer the message with “G,” press Enter, and then continue with the communication procedure.

Note: If the program terminates abnormally, take the Receive option again and enter “Y” to delete previously received data. Previously received data that was not processed is lost.

If the Print Received Data field in the Security file contains “Y,” the Receive Audit Report is created and placed on hold. The report prints the transmitted edit data (including the number of records transmitted and received).

* Receive members are explained in Chapter 11, System Maintenance, Communications Menu in the AutoRelease Manual.

Receive Data - Print 997

Does this Trading Partner send 997s to the supplier? The supplier has the choice of printing the 997 when the Receive option is taken or to print the 997s at a later time using the Print 997 option.

Print 997 with Receive

If the same person that receives the file also manages the 997 files, it may be useful to mark the Automatic Print 997 flag with “Y.” This automatically prints the functional acknowledgements (997s) received in this communication session without taking another option.

Print 997 at a later time using the Print 997 option

If the same person that receives the file does not also manage the 997 file, it may be useful to mark the Automatic Print 997 flag with “N.” This enables the user that handles the 997 file to print the 997 at their discretion. Functional Acknowledgements received in this communication session are not automatically printed and are printed using the option Print Acknowledgements.

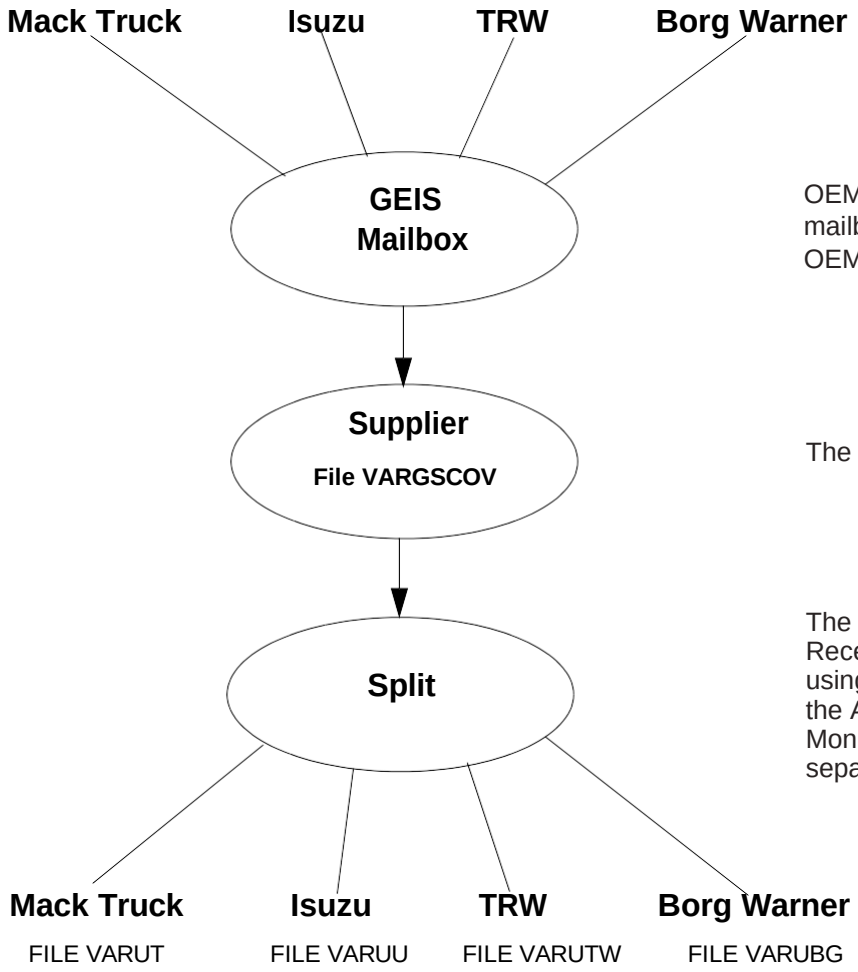
If the Automatic Print 997 field in the Identification Code File contains “N” and the Functional Acknowledgements are not printed before the Receive option is taken again, be sure to respond “N” to the “Delete Previous Data?” prompt, or the previously received functional acknowledgement(s) are lost.

Split

The Split Data Option

The “Split” separates data received from a VAN (value added network) into individual Trading Partner files. This option is used only if data is received from a VAN.

The file received from the VAN mailbox may contain data from several trading partners. This option sorts the network file and separates the data by trading partner. A separate file is created for each trading partner in the Network file. Data received from a VAN must be Split before the Breakdown, Print, and Process options can be taken for each trading partner.



The “Receive” and “Split” can be taken from any trading partner Receive Menu that uses the same VAN, or from the AutoMap Mailbox Monitor. The “Breakdown,” “Print,” and “Process” must be taken for each individual “traditional” trading partner. The “Print” and “Process” may be taken for mapped trading partners for individual files or all available files.

Do not split a new file before all previously received Trading Partner files have been processed, because the “Split” overlays the Trading Partner files with the new data. Previously received Trading Partner files that have been Split but not processed are lost if another file is received for that same trading partner with the same receive member.

When the “Split” option is taken, the Identification Code File is accessed to identify the trading partners that sent the data. The sender codes (the OEM identification numbers) in the Network file are compared with the OEM ID field in the Identification Code File to find the OEM code associated with each.

The Network Split Audit Report prints. This report indicates the number of records received for each trading partner that is identified by its sender code. It also lists errors: sender codes in the incoming file that cannot be found in the Identification Code File. All sender codes missing from the Identification Code File must be entered in the Identification Code File and the “Split” option must be taken again.

Split Audit Report

```
                GEIS NETWORK SPLIT AUDIT REPORT
                      RECEIVE MEMBER - 01

 Selection was made for Company - 01
                                GEIS OEM TOTALS       4039
                 (OEM CODE-BG)  BORG WARNER        -   809
                 (OEM CODE-U)   ISUZU TOTAL        -   735
                 (OEM CODE-T)   MACK TRUCK TOTAL   -  1809
                 (OEM CODE-TW)  TRW TOTAL          -   686
```

The AutoMap Split

Whether the trading partner is traditional or mapped, the Split may be initiated from the trading partner VL0 menu or from the Mailbox Monitor in AutoMap. Both Split options call the same programs and perform the same “Split” function. However, the AutoMap Split program also performs the “Breakdown,” for mapped trading partners only.

A second report prints that is used for mapped trading partners, indicating errors or omissions that must be corrected before data can be printed or processed. The Plant ID and Corporate ID in the incoming file are matched with the Plant ID and Corporate ID in the Identification Code File. When a match is found, the company, the OEM code, and the transaction set received are printed on the Split Status Report. If a match is not found, this report displays the codes for which a match cannot be found. These are “Breakdown” error messages. If data is missing, correct the errors by entering the appropriate information in the Identification Code File and take the Split option again.

The Split Status Report prints whether the “Split” is taken from the AutoMap Mailbox Monitor or from a traditional trading partner VL0 menu. However, only information for mapped trading partners is printed on this report. This “Breakdown” error checking is performed by a separate option for traditional trading partners.

Split Status Report

```
   ------------------------------------------------------------------------
                            SPLIT STATUS REPORT
   ------------------------------------------------------------------------
COMPANY  PLANT ID   CORP ID OEM TRANSACTION    MESSAGE
  RH     108429028          I     850          PLANT ID AND/OR CORP ID WAS FOUND
  RH     108429028          I     860          PLANT ID AND/OR CORP ID WAS FOUND
  END OF REPORT
                                                                    Bottom
F3=Exit F12=Cancel F19=Left F20=Right F24=More keys
```

Breakdown

The Breakdown Data Option

The “Breakdown” separates the data by company and by transaction sets. The “Breakdown” converts the data into a format (unwrapped data) that is used throughout the rest of the system.

Unlike the “Receive” or the “Split,” for traditional trading partners, the “Breakdown” must be taken from each specific trading partner VL0 menu for every trading partner identified on the Split Audit Report.

The way the “Breakdown” works is affected by whether the “Print” is optional or mandatory for this trading partner.

- When the Print is mandatory, both the “Breakdown” and “Print” options must be taken before the process option is taken.

  An Error Report prints that identifies master file data that must be entered before the Process can be completed successfully. The Edit Report is created and may be viewed, printed, or deleted. The Error Report is the same report that is created when the Process option is taken.

- When the Print is optional, the Print option may be skipped and the “Process” option may be taken immediately after the “Breakdown.”

  The Error Report that identifies master file data that must be entered prints when all three options are taken (Breakdown, Print, and Process). If there is no need to print the Edit List with all the requirement detail, the print option does not need to be taken. Reference the trading partner documents to determine which print method is used.

Breakdown Exceptions

Some trading partners have special processing or additional reports that print during the Breakdown because of unique business practices. Examples of these Breakdown exceptions are the following:

- Caterpillar Transaction Set Notes Report
- Chrysler 830/862 Note Report
- Chrysler 810 Note Report
- GM SPO Open Orders Report
- Mitsubishi Motors 862 Error Report
- Delphi Chassis KANBAN Exception Report
- Honda Delta (Honda of America) Identification Code Audit Report
- Advantis Network Security Exception Report

AutoRelease Files Accessed

When the Breakdown option is taken, the Identification Code File is checked for the following:

- Plant ID—this is used to obtain the company number and OEM code.
- Corporate ID (if used by the trading partner)—this may be required to be transmitted in an outbound file or it may be verified if it is different from the Plant ID.

The AutoMap “Breakdown”

There is no Breakdown option in AutoMap.

The “Breakdown” for mapped trading partners occurs when the data is Split. During the “Split,” the data is sorted by trading partner and the Identification Code File is checked. If the AutoMap field is marked with “Y,” the data is then sorted by transaction set (the Breakdown), and the data is placed in the AutoMap Mailbox Monitor with a status “TRANSLATED.”

All “Split” options produce the Split Status Report, which indicates errors (the Breakdown errors) if the Plant ID or the Corporate ID are not found in the Identification Code File. This report prints only for mapped trading partners.

Reports Printed When the Breakdown Option is Taken

The following reports print:

- **The Unwrapped File Listing**

  Note: This report is created if the Variable Unwrapped Print field in the Identification Code File is marked “Y.” If multiple companies were entered, the first company number is checked. If F7 for all companies was entered, the lowest company number is checked. The report is placed on hold.

- **AIAG Audit Report (AIAG/ANSI X.12 Release Interpreter)**

  This report prints all groups and transaction sets.

- **AIAG Identification Code Audit Report**

  This report indicates identification codes found and the company number associated with each. It also lists Identification codes missing in the Identification Code File. Missing codes must be entered in the Plant ID field or the Corporate ID field, as indicated on the report. The “Breakdown” option must be taken again.

  Note: All temporary files are cleared if there are Identification Code File errors. Enter missing codes and take the “Breakdown” option again before continuing with the next option.

- **Breakdown Edit Error Report**

  This report lists errors or omissions in the Machine Readable, Parts Cross Reference, and Requirement Master Files.

  Note: Data with terminal errors is not processed. Terminal errors are preceded by “T.” Correct the errors and run this option again before taking the option to “Process” (the “Print” option prints the same Error Report). Terminal errors not corrected are represented by asterisks (******) on the printout.

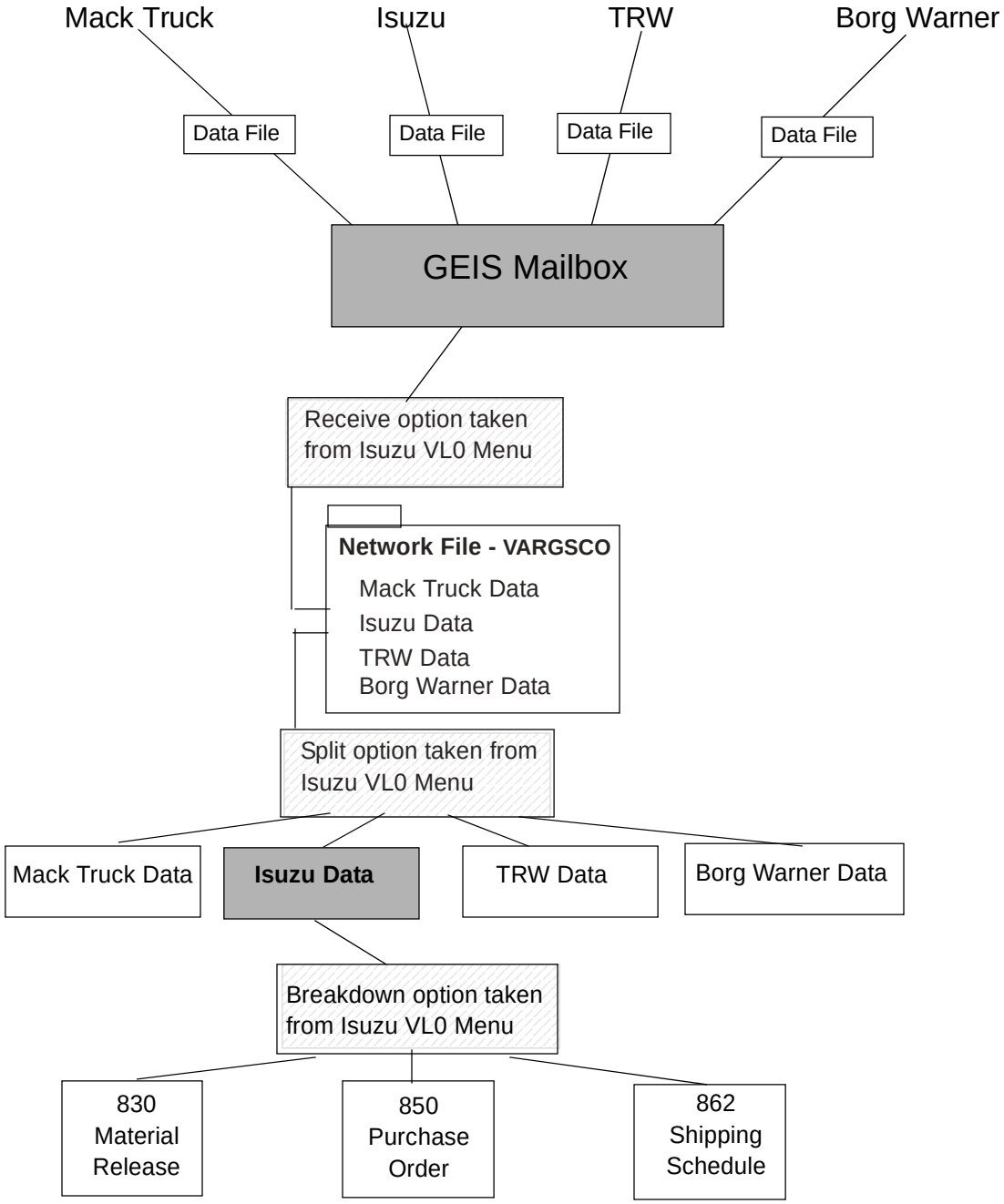
  After all errors are corrected, if no hard copy of the Requirement Edit is needed, the “Print” option may be skipped and the “Process” option may be taken immediately after the “Breakdown” is taken again.

  Note: This report is received only if the optional print method is used. This is the same report identifying the same errors at the “Print” and “Process.”

- **Transaction Sets Received Audit Report**

  This report identifies the transaction sets received by each company. This report prints only if all codes have been entered in the Identification Code File.

Breakdown Data Diagram



The supplier manufactures parts for four trading partners (three traditional and one mapped). GEIS network services have been acquired. All four trading partners place and retrieve data in the GEIS mailbox.	Mack Truck VL0 Menu	Isuzu VL0 Menu	TRW VL0 Menu	Borg Warner AutoMap Mailbox Monitor *
	3. Breakdown Data	1. Receive Data 2. Split Data 3. Breakdown Data	3. Breakdown Data	* Breakdown is done during the Split in AutoMap

Transmit 997

This is also referred to as the following: Acknowledge Received Data, Acknowledge Data Received, and Transmit Functional Acknowledgements

The Transmit 997s Option

When transmitted from the supplier to the OEM (outbound), the 997 transaction set is used to acknowledge the receipt of a file. It does not verify the accuracy of the data in the file, only that it was received. The 997 may be sent from the supplier to the OEM to acknowledge the receipt of requirements. Not all trading partners require that the 997 be used to acknowledge the receipt of the file sent by the trading partner.

When the Transmit 997s menu option is taken from the trading partner VL0 menu, a screen will prompt for a company number to verify that the user has established the correct security settings.

The following message displays on the screen: “Functional acknowledgement has been submitted.”

If manual dial communications procedures have been established, a break message displays when the dial message is available. Answer the message with “G,” press Enter**,** and then continue with the communication procedure.

The following reports are generated and placed on hold, to be printed at the user's discretion:

- **Trading Partner Transmit Functional Acknowledgements Audit Report**

  This report indicates what was sent and received during communications.

- **A summary report**

  This report indicates the number of records transmitted and received.

  The following message displays: “Transmit functional acknowledgement completed successfully (or abnormally, if not completed).”

  In AutoMap, maps are created to automatically transmit a 997 to the trading partner upon receipt of a file. Some trading partners do not require a 997 and prefer not to receive them. In each AutoMap trading partner supplement, steps are given to turn on or off the 997 auto-transmit flag.

  See the appendix at the end of this document for trading partners that use the transmit 997 option.

Print 997

The Print 997s Option

This is also referred to as Print Functional Acknowledgements and Print Acknowledgements.

This option is used to manually print the 997s received from the trading partner in response to the ASN transmitted by the supplier. The 997 is used to check for syntax errors and accept or reject the ASN. Not all trading partners send the 997 in response to the ASN.

When the 997 is sent from the OEM to the supplier (inbound) to accept or reject the ASN, the 997 transaction set is used to check for syntax errors.

This menu option is used only if the Automatic Print of 997 field in the Identification Code File contains “N” to print functional acknowledgements (997s) received from the trading partner. The Transaction Set Audit Report, printed during the “Breakdown,” indicates if there is data for the company number(s) entered.

If the Automatic Print of 997 field contains “Y,” the Functional Acknowledgements (997s) are printed automatically when the Receive Data option is taken.

Warning: If the Identification Code File contains “N” and the Functional Acknowledgments are not printed right away, and if a “Receive” option is taken again, be sure to respond “N” to the “Delete Previous Data?” prompt, or the previously received Functional Acknowledgement(s) is lost.

The company selection is displayed if the user has authority to multiple companies.

A message displays: “Transmit functional acknowledgement completed successfully (or abnormally, if not completed).”

See the appendix at the end of this document for trading partners that use the print 997 option.

Print Requirements

The Print Requirements Option

The Print option prints all detail from the incoming file exactly as received and performs error checking to determine if all master files that are necessary to process this data are entered. The “Print” is optional for some trading partners and mandatory for others.

- **Edit Report**

  The edit report contains all requirements received, exactly as received, from the trading partner. The data is not rounded to a package quantity and it does not report ahead or behind quantities. It is not intended to be used as a Load Sheet.

  This report is placed on hold, because the report may be hundreds of pages long and many clients have no need to print it. The report may be viewed, printed, or deleted.

- **Error Report**

  The print performs a check for master files that are needed to process the requirements in the incoming file into the Requirement Detail File and the Load File. The Error Report prints listing errors and omissions in the Machine Readable, Parts Cross Reference, and Requirement Master Files. This same report is printed during the “Breakdown” for those trading partners for whom the print is optional so that the errors may be corrected before taking the Process option. If errors are not corrected, however, the report is printed again during the “Process.”

  The Print option is found on all VL0 menus for traditional trading partners.

  The Print option must be taken from each individual VL0 menu for traditional trading partners coded to use the mandatory Print method.

  The company selection is displayed if the user has authority to multiple companies. A break message indicates if there is no data for the company(s) entered.

  The printout includes data for the transaction sets received from the trading partner. The following are four transaction sets that a trading partner may use to transmit requirements:

  - Material Release - 830
  - Purchase Order - 850
  - Shipping Schedule - 862
  - Production Sequence - 866

Transaction sets used vary from trading partner to trading partner. All print options on the VL0 menus are followed by the transaction sets used by this trading partner. The AIAG/ANSI X.12 Requirement Interpreter, which prints when the “Breakdown” option is taken, indicates the transaction sets received.

Print: Optional or Mandatory?

The print is optional for some trading partners and mandatory for others.

For years, all trading partners were coded to require that the Print must be taken before data could be processed. This is the “mandatory” Print method. Those trading partners created in recent years do not require the Print option to be taken.

Reference the trading partner documents to determine which Print method is used for the traditional trading partners. The “Print” is optional for all mapped trading partners.

Mandatory Print

The print option must be taken. An Error Report prints that identifies master file data that must be entered before the Process can be completed successfully. The Edit Report is created and may be viewed, printed, or deleted. The Error Report is the same report that is created when the Process option is taken.

When the print is mandatory, both the “Breakdown” and “Print” options must be taken before the “Process” option is taken.

Optional Print

The Error Report that identifies master file data that must be entered prints when the “Breakdown” option is taken, so that errors can be corrected before attempting to process. If there is no need to print the Edit List with all the requirement detail, the Print option does not need to be taken.

When the Print is optional, the “Print” option may be skipped, and the “Process” option may be taken immediately after the “Breakdown” option is taken.

Print/Process Errors

The following are four types of master file errors that may occur:

- Machine Readable - customer
- Machine Readable - destination
- Parts Cross Reference File
- Requirement File

A detailed explanation of the type of errors that may occur is found in the “Process” section.

Check the Error Report for errors and omissions in the Machine Readable, Parts Cross Reference, and Requirement Master Files. If there are no errors, the data is ready to be processed. If there are errors, enter the missing data in the appropriate files. Then take the appropriate options again (depending on the print method used by this trading partner):

- When the Print is mandatory, both the “Breakdown” and “Print” options must be taken before the Process option is taken again.
- When the Print is optional, either the “Breakdown” or the “Print” must be taken before the Process option is taken again.

Process a Partial File

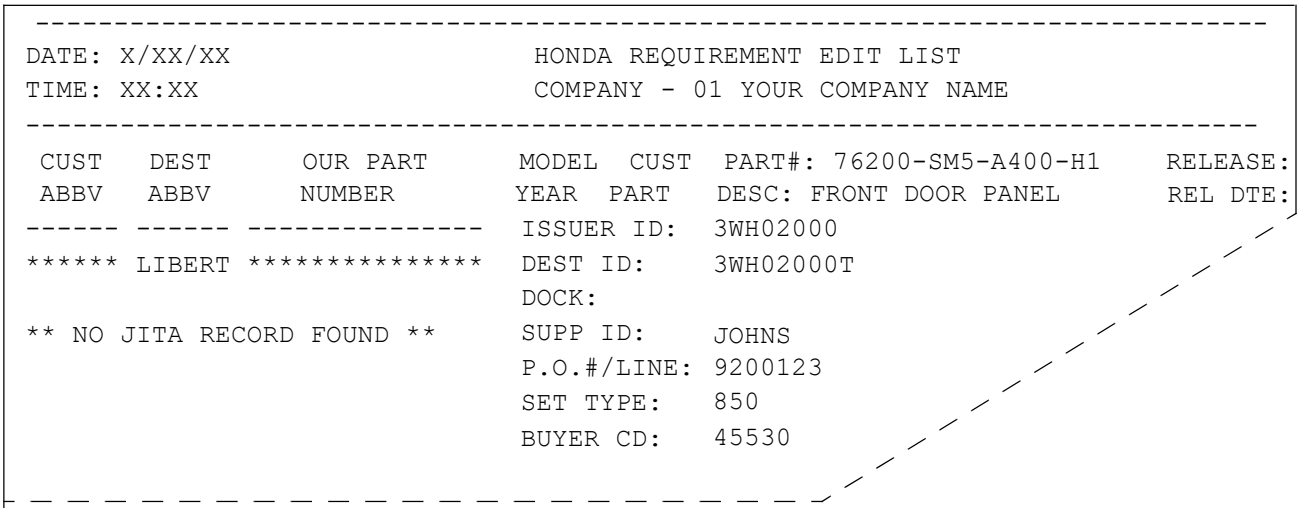
A partial file may be processed. Error free data is processed and data with terminal errors is not processed. Terminal errors are preceded by “T” on the report. Correct the errors and run this option again before taking the option to “Process.” Terminal errors not corrected are represented by asterisks (******) on the printout.

It may be necessary to process some error-free requirements before correcting all errors. For example, if requirements for one destination are correct and a shipment is scheduled in the next hour, the file can be processed, a shipper can be created, and later, the remaining errors for other destinations may be corrected.

Errors must be corrected before the “Breakdown,” “Print,” and “Process” options are taken again (mandatory Print method) or the Breakdown or Print options are taken again (optional Print method).

Edit Report - Example

When there are errors, the data that cannot be found in the master files is represented by asterisks (*******) on the Edit Report.



```
DATE: X/XX/XX                    HONDA REQUIREMENT EDIT LIST
TIME: XX:XX                      COMPANY - 01 YOUR COMPANY NAME

 CUST   DEST      OUR PART      MODEL  CUST  PART#: 76200-SM5-A400-H1    RELEASE:
 ABBV   ABBV      NUMBER        YEAR  PART   DESC: FRONT DOOR PANEL       REL DTE:
------ ------ ---------------   ISSUER ID:  3WH02000
****** LIBERT ***************   DEST ID:    3WH02000T
                                 DOCK:
** NO JITA RECORD FOUND **      SUPP ID:    JOHNS
                                 P.O.#/LINE: 9200123
                                 SET TYPE:   850
                                 BUYER CD:   45530
```

The AutoMap Print

The Print and Verify options on the requirement display of AutoMap are the equivalent of the “Print” in AutoRelease. The Print option in the requirement display prints the Edit Report. The verify option in the requirements display performs the error checking for master files and prints the error report.

The Print is optional for all mapped trading partners.

Process Requirements

The Process Requirements Option

The “Process” examines the data in the incoming files and places the data from those transaction sets that contain or affect requirements in the Requirement and Load Files. After the data is processed, it may be accessed by other areas of AutoRelease (shipping, reports, inquiries, and so on).

During the “Process,” requirement detail records may or may not be cleared from the Requirement File, depending on whether or not the clear flags in the Requirement Masters are marked (for traditional trading partners). If the clear flag is marked for this transaction set, the existing data is removed and the new data replaces it. If the clear flag is not marked, the existing file is not cleared and the incoming data is added to the existing file. Next, the report flags in the Requirement Master Files are checked to determine which requirements are placed in the Load File, and finally the Load File is created.

The Process option is found on all VL0 menus for traditional trading partners. The Process option must be taken from each individual VL0 menu for traditional trading partners and from the requirement display for mapped trading partners.

The company selection is displayed if the user has authority to multiple companies. A break message indicates if there is no data for the company(s) entered.

Transaction Sets Processed

Transaction sets used vary from trading partner to trading partner. All Process options on the VL0 menus are followed by the transaction sets used by this trading partner. Requirements may be received on up to four transaction sets:

- Material Release - 830
- Purchase Order - 850
- Shipping Schedule - 862
- Production Sequence - 866

Only requirements with no master file errors are processed into the Requirement File and updated to the Load File. All errors listed on the error reports received in the “Breakdown” and “Print” options are expected to be corrected by this time. However, if they are not, the same errors are identified on the current Error Report and they must be corrected before the data can be successfully processed.

Process - Mandatory or Optional Print

The Process option can be executed as many times as needed to process all the requirements. Processing the same file more than once does not alter the requirements, because they are being overlaid.

Example: The error-free requirements can be processed if necessary without correcting all errors. For example, if a truck is scheduled to arrive in thirty minutes and all data pertaining to this shipment is error-free, the file can be processed so that shipping documents can be created. The remaining errors may then be corrected.

When a file is partially processed, the procedure to process the remaining requirements is different depending on whether this trading partner is coded as Print Mandatory or Print Optional.

Mandatory Print

When processing manually: To process a file the second time, after the missing data has been entered in the appropriate master files, both the “Breakdown” and “Print” options must be taken again before the Process option is taken.

When using auto process: The “Print” option must be taken after the files in error have been maintained and before the “Process” option is taken again.

Optional Print

Whether using manual or auto processing: Either the “Breakdown” or “Print” option must be taken after the files in error have been corrected and before the Process option is taken again.

The AutoMap “Process”

The AutoMap “Process” is found in the requirement display. From the requirement display, the user may process one file or all files. The same error checking is performed for mapped trading partners as for the traditional trading partners. The mapped trading partners do not use the clear flags in the Requirement Master to determine whether the existing file is to be cleared and replaced or if the new data is to be added to the existing file. Instead, a keyword is used to determine whether or not to clear or add to the file.

Process Reports - Reports that Print During the Process

- **Process Edit List**

  This report identifies records not processed because of errors not corrected. These errors were identified on the Error Report that printed when the “Print” option was taken. For “Print Optional” trading partners, these errors were also identified when the “Breakdown” option was taken.

  Note: When a duplicate requirement is found in the batch, only the most recent is processed into the Requirement and Load Files. A message prints on the Process Edit List.

  Process Errors:

  The following are four types of master file errors that may need to be corrected to process requirements:

  - Machine Readable - customer
  - Machine Readable - destination
  - Parts Cross Reference File
  - Requirement File

  The Machine Readable File is checked, because the incoming codes that represent the customer and destination must find a match in the Machine Readable File so the user-defined abbreviation assigned to this code can be found.

  The Parts Cross Reference File is checked because the incoming customer part number must find a match in the part file, so the in-house part associated with this customer part may be found.

  The Requirement File is created with the user-defined Customer and Destination Abbreviations and with the in-house part number. Therefore, the Customer and Destination Abbreviations and the in-house part number must be retrieved so the system can find the appropriate Requirement Master File to place the incoming data.

- **CUM Reconciliation Report**

  This report is used to find discrepancies when the CUM shipped (when transmitted by the trading partner) differs from the CUM shipped that is found in the Requirement A record and Shipping History.

  This report prints with headings only and no data when the trading partner does not transmit CUM shipped.

  Note: It is important that the CUM shipped be accurate, because the CUM shipped is used with the CUM required prior to calculate ahead and behind figures. The ahead and behind figures are used to adjust current requirements. Therefore, discrepancies must be researched to assure the accuracy of shipping requirements.

  Shipping History is searched beginning with the OEM last ship date, unless the OEM last ship date is blank; then, the most recent entry is used. The OEM CUM shipped is compared with the CUM shipped in shipping history and the OEM last ship date is compared with the date in shipping history.

  - If a CUM match and date match are found, the CUM is reconciled and nothing is printed.
  - If either the CUM or date do not match, the discrepancy is printed.

  History is searched from this point back through the file until a CUM match is found or a CUM or date in shipping history is less than the CUM or date transmitted by the OEM.

  - If there is no CUM match and the CUM in shipping history is less than the OEM CUM shipped, all entries from that point through the most recent record are printed.
  - If there is no Shipping History, the CUM shipped transmitted and the CUM shipped from the Requirement A record are printed.

- **Requirement Master Net Change Report**

  This report lists all requirements processed and whether the record was added, updated, or deleted. New requirements, old requirements, and the net change are listed.

Optional - Application Control Record

A record can be entered in the application control file to list only net changes that are greater than a specific percentage on all Net Change Reports for all OEMs and manual processes. Without this record, there is a record for every requirement received. All changes are listed and all records that have NOT changed are listed.

Application Name	REQ
Keyword	NETCHG
Length	2
Dec	0
Infor Data	Enter the percentage to print only changes greater than this percentage on all Net Change Reports. Note: Zero (0) is a valid entry to print only those records that have changed and not to list those with no changes.

- **Outstanding Shipments**

  This report prints only if the Print Outstanding Shipments Report During Requirement Update field in the Control File (accessed from the System Maintenance Menu) is blank or marked with “Y” for those OEMs that send an OEM CUM shipped.

  The system CUM shipped and last ship dates stored in the Requirement A record are compared with the OEM CUM shipped and OEM last ship date, which are processed into the Requirement C record. The outstanding shipments for this OEM are printed. Adjustments made during this time are included on this report.

  This report is also available for all OEMs from the Reports Menu.

- **Removed Requirements Edit List**

  This report lists all requirements removed because of duplicate records found in Shipping History. The criteria for finding duplicate records may vary from trading partner to trading partner. See details in the individual trading partner documents. This report does not print for all trading partners.

Process Reports - Terminal Errors

Below are examples of terminal errors that prevent data from being processed.

```
T- NO DEST ABBREV FOUND FOR DESTINATION ID: 3WH02000T AND DOCK:
```

This means the file received contains the destination location “3WH02000T” with no dock code. This destination ID (without a dock code) is not found in the Machine Readable Destination File.

If the OEM sends a dock code, a separate destination record must be entered for every dock code for that destination location code. It also must be entered without a dock code if the OEM sends it on any transaction set without a dock code.

```
T- NO CUST ABBREV FOUND FOR ISSUER ID: 3WH02000
```

The file received contains the issuer ID “3WH02000.” This issuer ID is not found in the Machine Readable Customer File.

```
T- NO IN-HOUSE PART FOUND FOR CUST ABBREV: HONDA AND CUST PART:
77100-SR4-A300-M1
```

The file received contains customer part number “77100-SR4-A300-M1.” The Customer Abbreviation “HONDA” was found in the Machine Readable File. But there is no record in the Parts Cross Reference file for this customer part number. Therefore, the system cannot find the in-house part number.

Without the in-house part number, the Requirement Master cannot be found. This will produce another error message:

```
T- NO MASTER JITA FOUND FOR CUST ABBREV: HONDA PART: **************
DEST ABBREV: LIBERT AND MODEL YEAR:
```

This means the system cannot find a Requirement Master because it does not have the in-house part number. There must be a previous error message indicating the part number that was not found. There may or may not be a Requirement Master entered for the missing part. Enter the part in the Parts Cross Reference File. If the Requirement Master has been entered, it is found during the next “Breakdown.” If not, it must be entered in the Requirement Master File.

Appendix: OEMs that Print and Transmit 997s

Trading Partners who have the menu option to print (receive) 997s and to transmit (send) 997s

Alphabet (AP)
American Axle (AJ)
Autoliv ASP (AT)
Breed Technologies (BT)
CSX (CX)
Case Corp. (CC)
Chrysler (C)
Camau Pico (CB)
Detroit Diesel (DE)
Dresser Rand (DZ)
Dura Automotive (DU)
Eaton (EA)
GE Appliance (GA)
General Motors (G)
Harley Davidson (HD)
Hayes Lemmerz (HL)
Honda Star (D)
Honda Delta (HA)
IBM (BM)
ITT Automotive (IT)
International Truck & Eng. (V)
Karmax Heavy (KA)
Kelsey-Hayes (K)
La-Z-Boy (LB)
Lear (L)
Lear Austria (LA)
Litens Automotive (LT)
Long Manufacturing (LO)
Mack Truck (T)
Maytag Appliances (MG)
Mercedes Benz (MB)
Mercedes Services (MZ)
Mercury Marine (MM)
New Holland (NH)
New Venture Gear (VG)
Nissan North America (NC)
Nissan Tennessee (S)
Nissan VPC ACC (NI)
Paulstra (PT)
Power & Sons (PW)
Sanden International (SN)
Steyr Mexico (SX)
Subaru Motors (SU)
TRW (TW)
TRW Koyo (TY)
Takata/Irvin (TH)
Tokico (TK)
Torrington (TO)
Toyota Motor Mfg. (Y)
United Technologies (UT)
Visteon (VI)
Volkswagen Mexico (VM)
Xerox (XE)

Trading Partners who have the menu option to print 997s (not transmit 997s):

ABC Group Canada (AK)
Benteler Automotive (BF)
Caterpillar (P)
Dynax America (DY)
Federal Mogul (FM)
Ford (F)
Freightliner (I)
Freightliner Sterling (FB)
GM Non-Production (GQ)
GM MGO (GF)
GM SPO (GO)
Johnson Controls (J)
Johnson Control Int. (PR)
Nashville Interior (NV)
Nippondenso (ND)
Paccar (PA)
Walker (WK)

Trading Partners who have the menu option to transmit 997s (not print 997s):

AE Clevite (AE)
Alcoa (AC)
Allied Signal (AD)
Automotive Products (PD)
AY Manufacturing (AY)
AutoZone (AZ)
BMW (BW)
Behr America (BH)
Bergstrom (BE)
Borg Warner (BG)
Bosch Braking System (BK)
Budd Company (BU)
CTS Canada (CS)
Calsonic (CA)
Cambridge Industries (CI)
Cherry Electrical (CH)
Continental Teves (CV)
Cooper Energy (CE)
Cooper Standard (CO)
Cooper Standard Eng. (CT)
Donnelly (DN)
Excelsior Springs (ES)
Flexalloy (FX)
Formet Industries (FT)
Freudenberg-NOK (FG)
Frigidaire (FR)
Gates Rubber (GR)
GPC/NAPA (NG)
GKN (GK)
Haworth (HW)
Hisan (HS)
Intermet Columbus (IC)
Jabil Circuit (JC)
John Deere (JD)
KSR International (KS)
Keykert (KK)
Magna Seat Acuna (MK)
Mark IV Automotive (IV)
Means Industries (MY)
Methode Electronics (MH)
Mexican Industries (MX)
Mit. Heavy Industries (QM)
Mitsubishi Motors (Q)
Modine Manufacturing (MJ)
Multimatic, Inc. (MU)
Nascote Industries (NO)
NAL (NL)
Ogihara (OG)
Outboard Marine OM)
Peregrine (PG)
Polaris (PL)
Meritor (RW)
Sachs Automotive (SF)
Sauer-Sundstrand (SS)
Seating - Sabinas (MV)
Siemens Auto Group (SA)
Siemens of Mexico (SE)
Simpson Industries (SI)
Square D (SD)
Subaru of America (SO)
TRW Automotive (TQ)
Tenneco Exhaust (TG)
Tenneco Ride Central (TL)
Toyota Motor Sales (TM)
Trico (TL)
VDO North America (VN)
Valeo Clutches (VC)
Valeo Electrical (VA)
Valeo Engine (VE)
Valeo Sylvania (VS)
Venchurs (VP)
Webasto (WE)
Western Star (WS)
Whirlpool (WP
ZF Group (ZF)

Where to Find More Information

This Daily Procedures document provides information regarding procedures that are performed every day that a supplier receives data from its trading partners. The daily procedures options are repeated on many different menus. Rather than repeating them in each trading partner document, this chapter describes these basic functions one time, from the “Receive” through the “Process” of data. Once data is successfully processed, it is available for reporting, shipping, and other daily functions.

- **Shipping** documents are created from the data in the Load File.
- The **ASN** (Advance Ship Notification) is transmitted to the trading partner, if required.
- **Invoices** are sent to bill the customer (trading partner) for parts shipped. The trading partner mandates how it is to be invoiced. Invoices may be sent electronically (EDI) or manually (hard copy).

All “traditional” trading partners (as opposed to mapped trading partners) have individual menus with options identifying these and other tasks that may be performed. This chapter primarily describes the options found on these individual menus. Significant AutoMap differences are also noted.

Check the individual trading partner documents and the other chapters in the AutoRelease Manual that describe the other common functions and procedures performed by all trading partners, such as security and ASN options, with or without bar code.

Trading Partner Documents - Traditional and Mapped	These documents include information about each OEM, their unique business practices, transaction sets, communication method and security, file set-ups, implementation, activation of keywords (for AutoMap), and the VL0 and VL8 menus (traditional).
Daily Procedures	**Describes the Receive, Split, Breakdown, Print, Process, and Transmit 997 functions.**
Security	Describes all security selection and maintenance options and VAN menus.
ASN (VL8) Options	Describes the standard procedures for transmitting ASNs without bar code.
ASN with Bar Code Options	Describes the standard procedures for transmitting ASNs with bar code.
Electronic Invoice - (VL75) Options	Describes the standard procedures for transmitting electronic invoices.