

Import/ Export

NOTE: The Import Module is an optional feature. This is used for managing contractors outside of the country that you are doing business in.


The **Import Module** allows your company to manage your manufacturing contractor's works that are located outside of the country. The **Import Module** will be considered the next step after the Cut Ticket. And instead of using the "**Process**", you will use the Import Module. First, the overseas contractor needs to be in the Vendor/Contractor code table with complete information including currency. If you do not have the currency listed in the vendor/contractor currency list, then you will need to go to the Currency code table. Then, the Cut Tickets need to be generated that have overseas contractors associated with them. Finally you can now use the **Import Module**.

If you want to use **Import Module**

Click on the tool bar "**Import/Export**"



- Create entries in the **Currency Code Table** if necessary. Go to **File a Code Tables → Currency**. Remember to click on the **Save** button when finished.
- Create your **overseas Vendors** in the **Vendor/Contractors** on the tool bar. Remember to enter all information including the currency then click on the **Save** button.
- Create the **cut tickets** and enter the **overseas vendor** in the box provided. There is an option to put up to 2 vendors in the **cut ticket**. After generating the cut tickets click on the **Save** button.
- Go to "**Import Module**" under **File → Master File → Import Module**
- Click on the **New** button to create a new file
- Enter all of the necessary information including the **Vendor, Location, Ship Via, and Ship Date**
- Click on the **Save** button. This is the form view of **Import /Export**

- Click on the **Detail** tab  then click on "1. Select Shipment"
- Another window will appear with the related open **cut tickets** by **Vendor** and **Ship Dates**
- Select the **Cut Ticket's style** and **color** by going to the far left column labeled "**Chk**" and check the corresponding boxes.

Then click on the "Move Selected Cuts" button then click on the **Select** button

File No: 1003 1 Vendor: ZY

1. Select Shipment 2. Receive Shipment

Select Open Vendor Cuts

Select Cut Ticket to Ship By Checking Flag and clicking Move

GetData* Vendors: ZY to ZY All Vendors Location: CUT Profile:

Chk	Cutno	Style	Color	Team	WH	PrePack	PO#	Customer	Vendor	FOB	Packqty	Total	XS	S	M	L	XL		
**	4	TUCKER01	BLACK		00				ZY	\$45.00		36			6	12	12	6	
**	4	TUCKER01	PINK		00				ZY	\$45.00		38			6	12	14	6	
**	4	TUCKER01	YELLOW		00				ZY	\$45.00		37			6	12	12	7	
**	7	TERA02	BLUE		00				ZY	\$23.00		2						1	1
**	14	SPLITS02			00				ZY	\$8.00		6	1	2	2	1			
**	14	SPLITS02	BLUE		00				ZY	\$8.00		6	1	2	2	1			
**	14	SPLITS02	ORANGE		00				ZY	\$8.00		6	1	2	2	1			
**	14	SPLITS02	PINK		00				ZY	\$8.00		6	1	2	2	1			
**	20	SPLITS01	BLACK		00		9988	NORDSTR	ZY										
**	24	SHAMPOO-A	NA		00				ZY	\$21.00		11		5	6				
												148	4	13	32	40	38	20	1

Move Selected Cuts Delete Filter Finish Cancel

Chk	Cutno	Style	Color	Team	WH	PrePack	PO#	Customer	Vendor	FOB	Packqty	Total	XS	S	M	L	XL		
**	13	SPLITS01	BLACK		00			NORDSTR	ZY	\$15.50		60			10	20	20	10	
**	13	SPLITS01	GRAY		00			NORDSTR	ZY	\$15.50		90			15	30	30	15	
												150			25	50	50	25	


Another window will appear with the message " Do you want to generate shipment for import file (#)?" Click on the "Yes" button to continue or click on the "No" button to cancel.

If you clicked on the "Yes" button, the cut's style, color and quantity will show up in the "Detail" tab.

If you would like to **delete** any of the styles and colors then click on the "Delete Shipment and Receiving".

Delete Shipment & Receiving

if you choose this option, click on the **Save** button.

- **2Excel**  This is useful to save those details as Excel format.
- When you receive the items from the **Vendor**, you can receive the items into your **inventory**. In the **list** view, highlight the **import** file number then click on the **Form View** tab.
- Enter the **Receipt date** (rec date) then click on the **"Detail"** tab
- Click on the **"2. Receive Shipment"** button
- Another window will appear with **"Receive Import File"**
- Highlight all of the desired **style and colors**
- Click on the **Receive** button
- Another window will appear with **"Do you want to receive import file (#)?"** Click on the **"Yes"** button to continue or the **"No"** button to cancel.
- Another window will appear with the message **"Do you want to Update Shipment Total (#)?"** Click on the **"Yes"** button to continue or the **"No"** button to cancel.
- If you click on the **"Yes"** button, the style and color quantity received will appear as part of the style masters' finished goods inventory.
- Click on the **"Save"** button to save the entry.

List Detail

List detail button is useful to see the details by list view

Import/Export Shipment Module

Find: New Save Delete Filter Recalc Print Form Exit

Get Data: Distribute Freight & Other Cost Import Export Duplicate Reload Print List Print Alloc 2Excel*

Send Shipment Profile*: MaterialUsed Update Cut Costing

All Accounting
 Booking Closed
 Shipping Not Closed

List View Form View Detail **List Detail** Docs

Get Data* Filter Print 2Excel

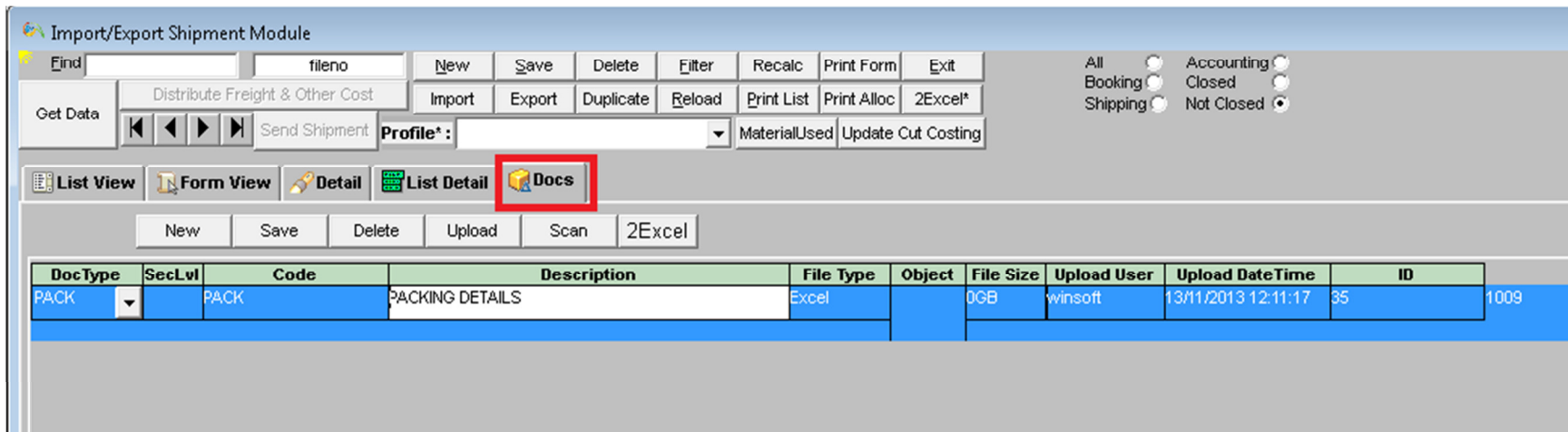
Import File	ID	Vendor	Refno	Custpo	Cutno+	Location	Eta Date	Recdate	lineStyle	Color	Total	Qty1	Qty2	Qty3	Qty4	Qty5	Qty6	Qty7	Qty8	Qt									
1007	1	ZY			13	DAIR	1/1/80		2	SPLITS01	GRAY	-90			-15	-30	-15												
1007	1	ZY			14	DAIR	7/25/10		3	SPLITS02	.	6	1	2	2	1													
1007	1	ZY			14	DAIR	1/1/80		3	SPLITS02	.	-6	-1	-2	-2	-1													
1007	1	ZY			14	DAIR	7/25/10		4	SPLITS02	BLUE	6	1	2	2	1													
1007	1	ZY			14	DAIR	1/1/80		4	SPLITS02	BLUE	-6	-1	-2	-2	-1													
1007	1	ZY			14	DAIR	7/25/10		5	SPLITS02	ORANGE	6	1	2	2	1													
1007	1	ZY			14	DAIR	1/1/80		5	SPLITS02	ORANGE	-6	-1	-2	-2	-1													
1007	1	ZY			14	DAIR	7/25/10		6	SPLITS02	PINK	6	1	2	2	1													
1007	1	ZY			14	DAIR	1/1/80		6	SPLITS02	PINK	-6	-1	-2	-2	-1													
File Total:																													
1008	1	ZY			18	DBOA	7/30/10		1	SPLITS01	BLACK	59		10	30	19													
1008	1	ZY			18	HOUS	7/30/10	7/30/10	1	SPLITS01	BLACK	59		10	30	19													
1008	1	ZY			18	DBOA	7/30/10	7/30/10	1	SPLITS01	BLACK	-59		-10	-30	-19													
1008	1	ZY			18	HOUS	7/30/10	7/30/10	2	SPLITS01	GRAY	119		20	40	40	19												
1008	1	ZY			18	DBOA	7/30/10		2	SPLITS01	GRAY	119		20	40	40	19												
1008	1	ZY			18	DBOA	7/30/10	7/30/10	2	SPLITS01	GRAY	-119		-20	-40	-40	-19												
File Total:											178		30	70	59	19													
File Total:											178		30	70	59	19													
1009	1	SOUTH		9988	20	DBOA	8/15/10		3	SPLITS01	BLACK	600		100	200	201	99												
1009	1	SOUTH		9988	20	DBOA	8/15/10		4	SPLITS01	GRAY	1200		200	400	400	200												
File Total:											1800		300	600	601	299													
File Total:											1800		300	600	601	299													

Doc 

You can upload your **documents** at Docs that are related to your Packing / shipment related things.

- Enter the customer information if you have not done so already
- Highlight the customer that you would like to relate to a distribution center
- Click on **Docs**. Tab

- Click on the **New** button to create a document details
- Enter the necessary information like DocType, Code, Description etc..
- Click on **Upload** Menu
- Browse your file .Jpeg / Word / Excel / PDF format which you need to upload
- Then click on the **Save** button



Common Buttons

New 

This **New** Button is useful to create a **new** entry to the list or Process

Save 

The **Save** button is used to save the record to the table/list (click Save).

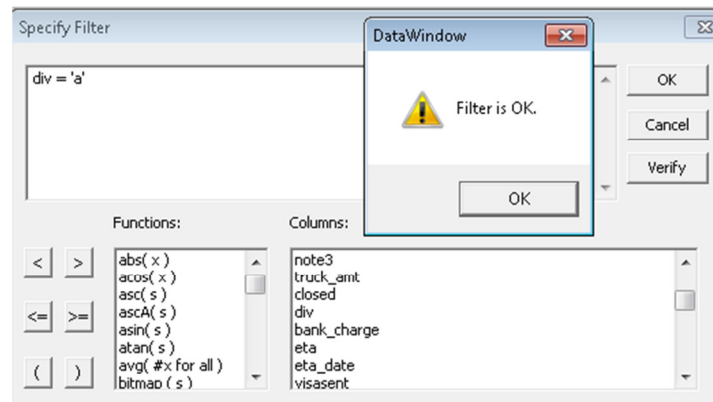
Delete

The **DELETE** button is used to delete a row/record from the list. When we Click DELETE button, the pop-up shows to confirm for deletion

Filter Button

The main function of the **filter button** is to separate certain information from the rest within a specific topic. It is especially useful in the reports when you want to see specific information and not the rest of the report. For example, for the zip code table, you might only wish to see all cities for the state of New York. Another example of the filter button is in a report, you will see information from one date range to another based on sales order, customer, factor, and style information. But you just want to see all of the sales orders that are factored. Therefore, you can filter the sales order with factors only.

- Click **Filter** if you want to see rows of the list that meets a certain condition.
- The filter window prompts you to input a **filter condition**. The columns **Functions** (verb) and **Columns** (noun) appear.
- **TIP: Filter condition** strings are **case-sensitive** which means that upper case strings are different as compared to their lower case counterparts. For example, you want to filter one customer out of the whole list. In the customer listing, the Div code is "A" for A. Therefore you would enter [div='A] also to filter. If you enter [div='a'] (notice it is lower-case) the filter will not work.
- After typing **filter condition**, click **OK** to **Filter**, **Cancel** to exit or **Verify** to check the validity of the filter condition.



ReCalc ReCalc

This is useful for refreshes the import Shipped and Received quantities.

db:wf10s:B Bld10S:131108s (Srv:192.168.15.113\SQL2012, 2438 User:winsoft, Licensed:WINFASHION)

File Report Graphs Utility Window EDI A/P PrintScreen WinDesign WinPattern Email WebLink Help

Style Customer Sales Order Pick Ticket Invoice ScanPack Cut Ticket Imp/Exp PurchOrder RowMat Process Color Codes Vendors Calendar Calculator Directory Exit

Import/Export Shipment Module

Find: fileno New Save Delete Filter ReCalc Print Form Exit

Get Data: Distribute Freight & Other Cost Import Export Duplicate Reload Print List Print Alloc 2Excel

Send Shipment Profile: MaterialUsed Update Cut Costing

List View Form View Detail List Detail Docs

File No: 1009 1 Vendor: SOUTH From Location: CUT Ship Via: DBOA

1. Edit Shipment 2. Receive Shipment Ship Date: 07/29/10 Rec. Date: 00/00/00 Copy to Inv.Detail Delete Shipment & Receiving SaveDetail 2Excel Filter

CustPo	Cutno	#	Style	Color	Team	WH	PrePack	XS	S	M	L	XL	FOB Cost	Total	ShipCost	InvPrice	InvExtPrice	Duty%	Gr.Wt	NetWt		
9988	20	3	SPLITS01	BLACK		00				100	200	201	99	\$0.00	600	\$0.00	\$74.00	\$44,400.00				
9988	20	4	SPLITS01	GRAY		00								\$0.00	1200	\$0.00	\$74.00	\$88,800.00				
														\$0.00	1800	\$0.00		\$0.00	.00	.00		
														\$0.00	1800	\$0.00		\$0.00	.00	.00		
														\$0.00	1800	\$0.00		\$133,200.00				
														TotalUnits	1800		TotalFOB	\$0.00	TotalDuty	\$0.00	Gr.Wt	NetWt
																				.00	.00	

Total #: 2

Recalc dialog box: Recalculate Import Shipped and Received Quantities? Yes No

PrintForm Print Form

This **PrintForm** button is used to view Import Shipment details as form view by Selecting Size Desc, UPC, Color Desc, Prepack, Intransit, Hide total etc...

File#: **Print Allocation** Receipt only Size Desc Prepack Hide Total Hide Remit Hide Style#
 color desc UPC Intransit Hide Stitch Hide PO#
 Commercial Invoice Format: **Request:** Change detail

Import Shipment Report

Filter:

User Id : winsoft

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11/13/13 12:32:04 PM

Import File#: 1003-1	Reference#:	Division: A	Vendor: ZY	Ship Method: DBOA	Ship Date: 03/01/2010	ETA Date: 03/15/2010	InWISE Date: 00/00/00	Received Date: 11/20/2013	Status: "SHIPPED" Closed: B
Shipment Information		Letter Of Credit Information		Customs Information					
Vessel Name: MAERSK	HAWB/HBOL: H92933	Letter of Credit #:	Document Type:	Customs Entry #:	Customs Date:				
Container #1: CONT93993	MAWB/MBOL: M2993003	Doc. Called Date:	Doc. Called By:	Broker:	Broker Invoice Amt				
Container #2:	Shipper: ZY	Doc. Due Date:	Doc. Amount:	Broker Invoice:	Duty Amount: \$0.00				
Container #3:	Shipper Invoice #: S92993	Doc Debit Date:	Bank Charges:	Additional Information					
Container #4:	Freight Forwarder: ZING YANG	Document Comments		Visa Sent:	Visa Received:				
Freight Invoice #:	Freight Amount:			Liquidation Number:	Liquidation Date:				

Trucker:
Trucker Invoice#:
Invoice Amount:

Quantity **Cartons:**
Shipped: 150 5

Received:
Freight:
Other:
FOB Total \$0.00
Shipment Total

Note1:
Note2:
Note3:
Note4:

Cutno	Line	Style	Color	WH	Pack	XS	S	M	L	XL	Total	FOB	
13	1	SPLITS01	BLACK	00			-10	-20	-20	-10	-60	\$15.50	
Team:		Customer: NORDSTROMS		Cust Po#:		SO#:		10031		Vendor: ZY		Loc: DAIR	ShipCost: -\$930.00
13	1	SPLITS01	BLACK	00			10	20	20	10	60	\$15.50	
Team:		Customer: NORDSTROMS		Cust Po#:		SO#:		10031		Vendor: ZY		Loc: DAIR	ShipCost: \$930.00
13	2	SPIITS01	GRAY	00			-15	-30	-30	-15	-90	\$15.50	

Exit

The **Exit** button is used to exit from the current window (click Exit).
 If there is any unsaved work, the program will ask if you want to save your work. (Click **Yes** to save and exit, **No** not to save and exit, **Cancel** to cancel **Exit** and you will not exit the program).

Import Button



The **Import** button is used to import WinFashion related information from a **DOS** file \FASHION\IMPORT.DBF (a database file compatible to **DBASE, FOXPRO, CLIPPER**, etc.).

To **import** text into WinFashion, copy the text from the desired **.dbf** file and paste it onto the clipboard.

NOTE: You can only import text from a **.dbf** file, database compatible file, and a DOS file.

From the clipboard, you can import using the **import button** on the screen.

Once you click on the **import button**, a screen will prompt you to import from Windows.

Export Button



Excel

This command allows you to use **EXCEL**, a very powerful accounting software created by **MICROSOFT™**. Some of the things you could do with EXCEL are spreadsheet-manipulation, creation of supplementary reports (graph, changing icons, adding headers, footers, etc.) and a lot more. For more information on **EXCEL**, consult an **EXCEL** manual and/or run it and see its on-line help.

- **Highlight** the items to be exported
- To **export** from WinFashion, click on the **Export** button
- Select the file that you want to save your WinFashion information in.
- Enter a **File** Name
- Save As Type: enter **Excel with Headers**
- Click on the **Save** Button

At Excel

- Select **File**
- Choose Open and select the saved file

- **To Generate Subtotals**
- Go to **Subtotals** of the Menu Bar
- Select Data Subtotals
- Enter the **Column**
- Enter **Sum** at "Use Function"
- Check all items to be subtotaled at "Add Subtotal To:"
- Click on **OK**

Duplicate Button



- The **Duplicate button** is used to copy the current record or line to a new record or line (click **Duplicate**).

Reload Button



Click the **Reload button** to refresh the information displayed on the current window (click **Reload**). Use this button when you want to **refresh/renew** the information on the current window. This button is useful when you go to **utility → recalculate** among other areas of Winfashion.

Delete Button



- The **Delete button** is used to delete a **row/record** from the list, table, or line (click **Delete**).
- If you click **Delete**, the program will confirm deletion (click **Yes** to do so and **No**, otherwise).

Print List Button



- The **Print** button is used to print information on the current window (click Print). There may be several options such as printing multiple pages, portrait/landscape mode, and print preview. If it does not begin printing, make sure you have a

