

# Item Round Rule & Price Updating

## Step 1 – Use Cost Change Routine to set Rounding Code by Range of Items or All Items

- Select Inventory from Main Menu.
- Select Price Load/INV Count MENU
- Select Cost Change Routine.
- In the example below, round rule “A” will be loaded for all items in the A01 vendor line.

NOTE: Round rules are established in Table Options with the assistance of Mylee Customer Support.

```

                                COST CHANGE ROUTINE

ENTER THE START NUMBER      A01
ENTER THE STOP NUMBER      A01 ZZZZZZZZZZZZZZZZZZZZZZZZZZZZZZZZZ

QUALIFY BY CODES?          N (Y OR N)
STOCK          * _____ (@=all non-blank, #=blank, F,M,S,X,0-9)
PRODUCT       **                               SERIAL #      * (Y OR N)
POPULARITY    *                               KIT             * (Y,P,C OR N)
LBR           * (F,L,OR blank)                SUPPLIER         ***
SUB GROUP     *                               DIVISION        **
FREE FIELD    **                               NET ITEM        *
DISPLAY       *

F=
G=
H=

ROUND RULE = A    # - SET RULE TO BLANK

PRESS 'Y' TO START PROCESS OR 'N' TO MAKE CHANGES
    
```

If the same rounding rule is to apply to all vendors, simply press <Enter> in the Start and Stop Number to code all items with same rounding code rule.



## Item Round Rule & Price Updating

### Step 3 – Use Price Load Update to Update Prices in Inventory Master File

```

                                PRCE LOAD UPDATE FOR MM/DD/YYYY

ENTER THE START NUMBER      A01
ENTER THE STOP NUMBER       A01 ZZZZZZZZZZZZZZZZZZZZZZZZZZZZZZZ

QUALIFY BY CODES?  Y (Y OR N)
STOCK              *           (@=all non-blank, #=blank, M,S,X,0-9)
PRODUCT            **
POPULARITY         *
LBR                * (F,L,OR blank)
SUB GROUP          *
FREE FIELD         **
SERIAL #           * (Y OR N)
KIT                * (Y,P,C OR N)
SUPPLIER           ***
DIVISION           **
NET ITEM           *

PROMO SALES UPDATE      N (Y OR N)
PRICE UPDATE            Y (Y OR N)
LBR UPDATE              N (Y OR N)
DELETE PRICE RECORD     Y (Y OR N)

PRESS 'Y' TO START BATCH PROCESS OR 'N' TO MAKE CHANGES

```

This step updates the prices in your inventory file and removes the records from the temporary price file.