# Price Update for All Items with CF in Division Code

## Overview

This document explains how to change the price level adjustment percentage for price levels A, B, C and/or D for all items with “CF” in the DIV (division) field of the item master. In this example, “CF” in the Division field represents Ceiling Fan items. This same document can be used to re-price other divisions; simply replace CF with the desired Division code.

Updating the prices is a two step process:

(1) Use Price Load Batch to create price records in a temporary price file with the new price level adjustment percentages for all items with CF in the Division code field.

(2) Use Price Load Update to actually update your inventory item master file with the new adjustment percentages and selling prices.

### Use Price Load Batch to Create New Price Records in a Temporary Price File

In this step, new price level adjustment percentages are entered for all items coded with CF in division (across vendor lines). The program creates price records in a temporary price file.

Select Inventory from Main Menu; select Price Load / INV Count Menu; select Price Load Batch. Use the sample screen below as a guide. **Enter YOUR Price Level Adjustment Percentages in place of those shown in the sample**. If you do not use the “D” price level, press ENTER past it.

```
                      PRICE LOAD BATCH FOR MM/DD/YYYY

ENTER THE START NUMBER
ENTER THE STOP NUMBER        ZZZ ZZZZZZZZZZZZZZZZZZZZZZZZ
RESET PRICES FROM INVENTORY  Y (Y OR N)
QUALIFY BY CODES?            Y (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   CF
   FREE FIELD    **                     NET ITEM   *

PROMO SALES N (Y,N,P)  __________  Thru  __________    LEVEL: _ PRC: __________
PRICE AMNT  N (Y OR N) A:  _ __________   B:  _ __________  C:  _ __________
                       D:  _ __________   E:  _ __________  F:  _ __________
FORCED AMT  N (Y or N) A:  _  ________    B:  _  ________   C:  _  ________
                       D:  _  ________    E:  _  ________   F:  _  ________
PRICE ADJ   Y (Y OR N) A:  E    150.000   B:  A    -20.000  C:  A    -30.000
                       D:  A    -40.000   E:       _______
LBR  AMOUNT N (Y OR N) A:  _  ________    B:  _  ________   C:  _  ________
LBR  FLAG _ (F,L)      D:  _  ________    E:  _  ________
                                                            RECORD COUNT ______
PRESS 'Y' TO START BATCH PROCESS OR 'N' TO MAKE CHANGES
```

Division CF is used for Ceiling Fans.

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```
BATCH COMPLETED
RECORDS PROCESSED   99999
RESTART PROGRAM? (Y OR N) N
```

The above step "Price Load Batch," puts the items with new pricing in a temporary price file. Go to the next step "Price Load Update" to actually "update" the item master records with the new prices.

## Use Price Load Update to Actually Update Prices in the Inventory Master File

a) If you just completed the "Price Load Batch" process, the PRICE LOAD/INV COUNT MENU should display.

b) Select **Price Load Update**.

c) Respond to the prompts as shown in the sample screen below.

```
              PRICE LOAD UPDATE FOR MM/DD/YYYY

ENTER THE START NUMBER
ENTER THE STOP NUMBER    ZZZ ZZZZZZZZZZZZZZZZZZZZZZZZZ

QUALIFY BY CODES?  Y (Y OR N)
   STOCK         *          (@=all non-blank, #=blank, F,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      CF
   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 completes the process. Check an item master for a ceiling fan item to be sure that the correct prices and price level adjustment percentages display.