S I S I * AMS2 USER MANUAL * RELEASE 10.0

A4150 * SALESMAN UPDATE

Salesman maintenance and inquiry. Must be used to set up your sales force into the System before any orders are entered.
AMS2 Data Base; Data Set: Slsm

FUNCTION KEYS

A Add a salesman or projection
M Modify a salesman or projection
D Delete a salesman or projection
I Inquire about a salesman or projection
E End the program
// Exits add or inquire routines
Note: no function keys used

Description of Functions

Function A   Add A Salesman or Projection

Program asks for salesman number. If salesman or projection number is not on file, program asks if you want to add salesman or projection. If yes, program asks for salesman's name and asks enter region (press return if not using regions).
 Remember: Bookings are for all seasons for one division.
            Sales are for 1 division and 1 season.

Your sales force may be coded as follows: (1) in house salesman (2) newly terminated (3) inactive
Program asks for Salesrep Manager's Number and Salesrep Regional Manager (press return if not using)
These literals will display when modifying or inquiry is done. And on MPC417 sales listing if 'inactive' is selected for report.

To end Add function, enter "//".

Function M   Modify A Salesman or Projection
Program asks for salesman number. If the salesman number starts with a dollar sign ($) it is a projection. If it is a projection, program shows its present value and asks you to enter the correct amount.
For example to key in your Season 1 high and low projections key in:
                $1H   ($ Season High)
                $1L   ($ Season Low)

This will appear on your salesman bookings rpt 408.
 The division must be from 00 to 27 and must include a leading 0 if the division is less than 10.

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If the salesman is on file, program asks for the new name. Hit "return" if there is no change. Program next asks for region, hit return if no change, then (1) in house salesman (2) newly terminated (3) inactive (return if no change).

Program then asks for the season you want to modify. Season must be from 1 to 6 or be left blank by hitting "return".

Program asks if you want to modify the current, year to date, or last year fields by answering 1, 2 or 3 respectively.

Program then displays the above entered information.

Program asks if planned sales for this season are to be changed; enter new figure (replaces planned for this division). If you wish to change the planned sales dollars, enter the new figure. Program will then ask for the season those planned dollars are for. Enter Season 1 through 6. If you have more than six seasons you may enter 7, 8 or 9 at this time, but note that you still have to enter Season 1 through 6 when you initially go into the modify routine. Fields to be modified will be listed as follows:

        PLANNED:
        (SEASON)
        RETURNS:
        SALES:
        SHIPPED:
        CUST CANC:
        COMP CANC:

Note: Figures entered under "planned" will replace other figures in the field. Figures entered in the remaining fields (bookings through comp canc) will either be added or subtracted.

Enter the amount you want each field changed by, using decimal points and a minus sign (-) if you want to decrease an amount.

Hit "return" when you don't want to change a field.

Program then asks if you want to make more changes. Answer "Y" if you do, and program will prompt you as above. Any answer other than "Y" here will exit you from modify routine.

Function D   Delete A Salesman Or Projection

Program asks for salesman number. If the salesman number indicates that it is a projection (starts with a $), and it is on file, program asks if you want to delete it.

Answer "Y" and it will be deleted. Answer any other way and it will not be deleted.

If the salesman number is not a projection and the salesman is on file, program asks if you want to delete salesman.

Answer "Y" and salesman will be deleted. Answer any other way and salesman will not be deleted.

 After a deletion is done, or you decide not to delete, or the salesman or projection is not found, you will exit from the delete routine.

Function I   Inquire About A Salesman or Projection

Program asks for the salesman number. If the salesman number is a projection, and is on file, program displays the amounts.

If a projection has not been entered, program asks for the division you want to see. The division must be from 00 to 27 and include a leading 0 if the division is less than 10.

If the salesman is on file, program asks for the season you want to see. This must be from 1 to 6, or be left blank by hitting "return".

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Program then asks if you want to see any more seasons for this
salesman. Answer "Y" and the above sequence will repeat. Answer any other way and the sequence beginning with "enter salesman number" will repeat.

Function E   End the Program

Function //   Exit the Add or Inquire routine