

## 115291 TRANSFER REQUEST IMPORT FROM FILE

### 1 INTRODUCTION

A new file import has been created for creating *Transfer Request* transactions in Apparel21.

A transfer request is when a store is being asked to move stock out of their store to another store or warehouse.

Having a transfer request created as a specific transaction will prompt stores to transfer stock. When these transactions are created in Apparel21, it means that there is better control of the process.

- Central visibility of whether the requests have been processed by the head office team
- Store validation against the request – easier to transfer the right items (validation against the request)

### 2 BENEFITS

- ✓ Improved stock control

### 3 ASSUMPTIONS/LIMITATIONS

- *Transfer Requests* are designed to prompt the stores to send stock to other stores or warehouses, it isn't designed to prompt warehouses – warehouse transfer requests are entered as *Transfer Orders* – this import doesn't support those types of transfers

### 4 SET UP

Contact Apparel21 Technical Consulting to have this new task installed.

#### 4.1 B2B INBOUND DOCUMENT FORMAT

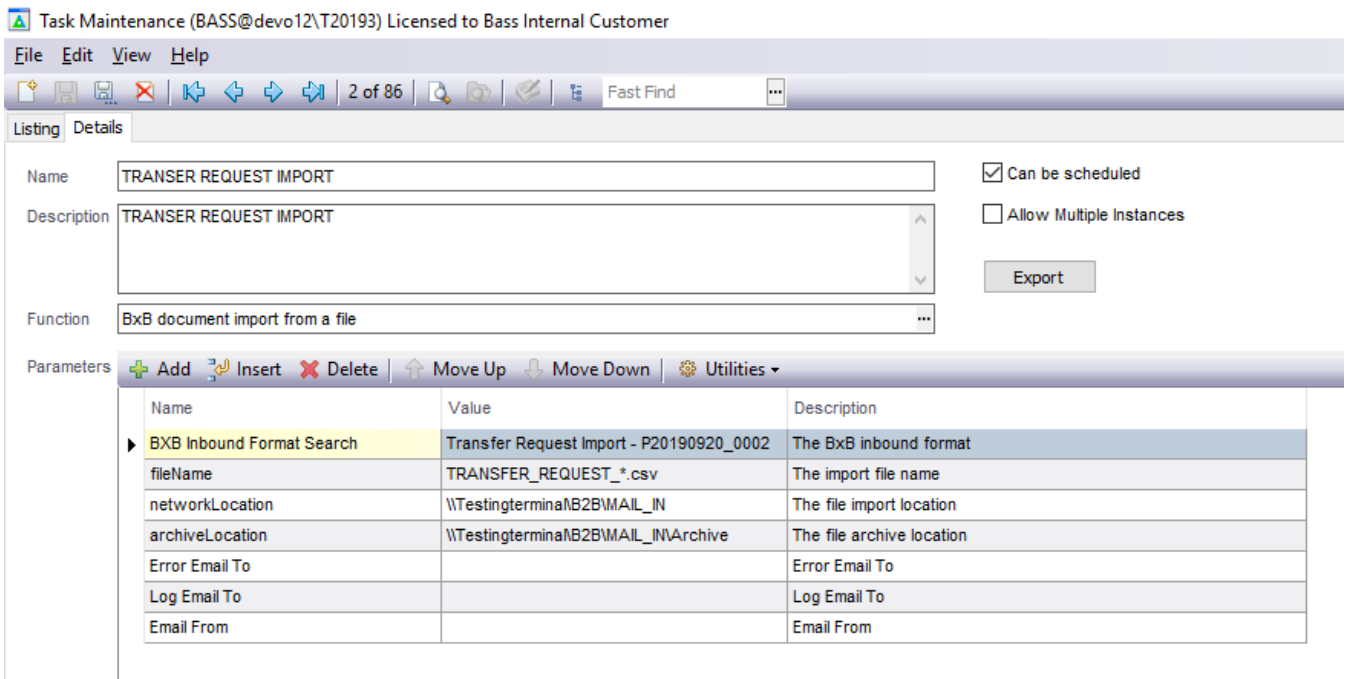
Set up new format which can be imported by an Apparel 21 Consultant from the link below:

[Transfer Request Import - P20190920\\_0002.bxp](#)

Sequence	Name	Type	Date Format	Min Length	Max Length	Mandatory
1	FROM_STORE	Text		1	45	<input checked="" type="checkbox"/>
2	TO_STORE	Text		1	15	<input checked="" type="checkbox"/>
3	STYLE_CODE	Text		1	10	<input type="checkbox"/>
4	COLOUR_CODE	Text		1	60	<input type="checkbox"/>
5	SIZE_CODE	Text		1	8	<input type="checkbox"/>
6	BARCODE	Text		1	50	<input type="checkbox"/>
7	QTY	Number		0	0	<input checked="" type="checkbox"/>

#### 4.2 TASK MAINTENANCE CREATED

Create new task.



### 4.3 PROCEDURE INSTALLED

The following package must be installed and compiled by an Apparel 21 Consultant.

[BxB\\_TRANS\\_REQUEST\\_P190920\\_2.pck](#)

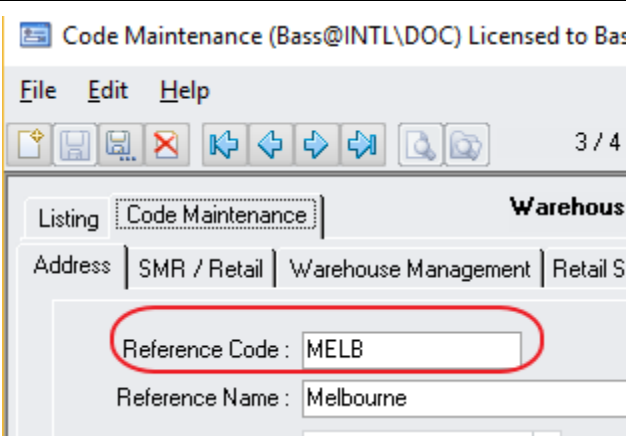
### 5 DESCRIPTION / USAGE

The expected file format is a .CSV (Comma Separated Values).

The file name is expected to be TRANSFER\_REQUEST\_\*.csv (where \* is any value).

#### 5.3.1 FILE LAYOUT

Field	Used for	Mandatory?	Example
Store code from	Stock requested to be transferred out of this Store code (from Code Maintenance – Reference Code field)	Yes	MELB

			
Store code to	Stock requested to be transferred to this store. Store reference code	Yes	CHAD
Product code	Style code	No	DRES0001
Colour code	Colour code	No	BLK
Size code	Size code	No	XS
Barcode	Barcode – if this is supplied, this will be used to identify the item to be transferred. If not supplied, the product code, colour code, size code will be used	No	9312345121112
Quantity	Quantity to be transferred. Must be a number and not negative.	Yes	15

**Example file layout....**

```

MELB,MAIN,DRES0001,BLK,S,,10
MELB,MAIN,DRES0001,BLK,S,,10
MELB,MAIN,DRES0001,BLK,S,,10
MELB,MAIN,DRES0001,BLK,S,,10
CHAD,MELB,,,,,9312345622222,20
CHAT,CHAD,DRES0001,BLK,S,9312345611121,5

```

**5.3.2 ERRORS ON IMPORT**

Any errors in the data will be able to be viewed on “Log” tab of the file in the B2B Inbound Documents module. This will provide a complete log of all Transfers in the file and advise if the Transfer import was successful or not. If not, then the reasons for the rejection will be displayed in the log.

One transfer will be created for each Store-From/Store-To combination in the file.

Rejections will occur on a Transaction level, meaning if a file contains 6 transfer requests (based on unique combinations) it may reject some of those and create the others.

File Edit View Help

29 of 34 Fast Find

Listing Document Log

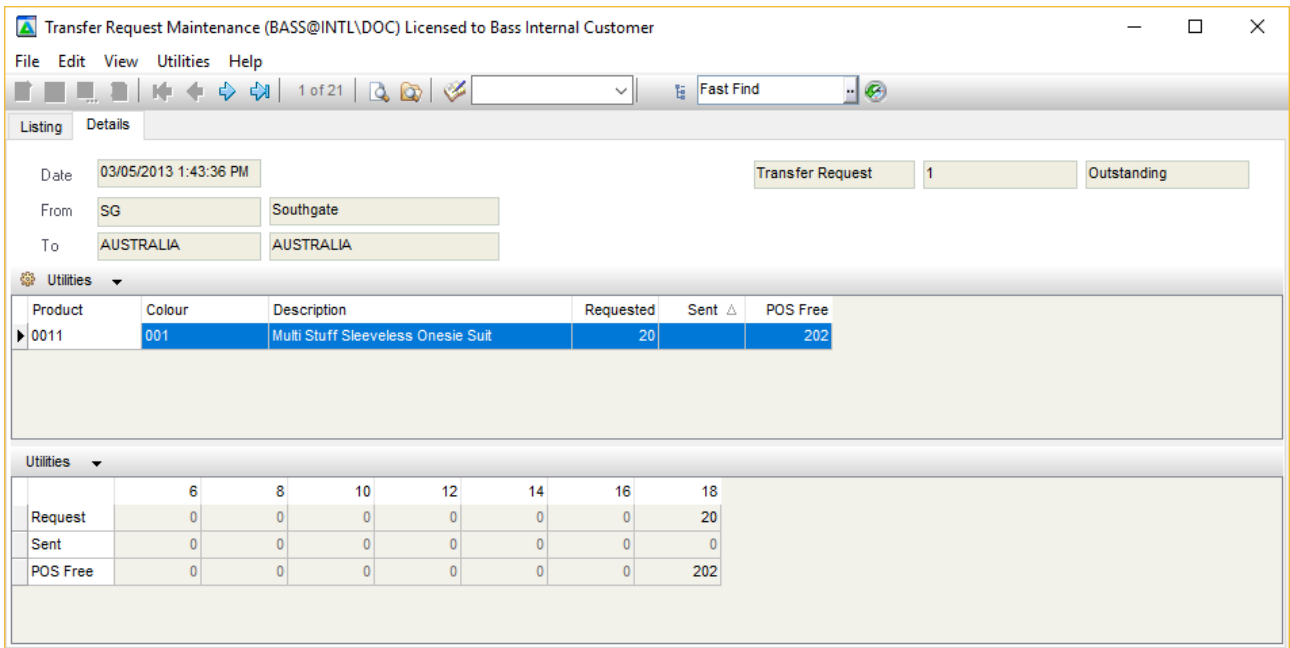
Filename	TRANSFER_REQUEST_027BADWHCD.csv
Document Type	Transfer Request Import - P20190920_0002
Status	Processed

```

***** Execute task TRANSER REQUEST IMPORT *****
8/10/2019 3:01:32 PM --- FILEIDX: 1290212
8/10/2019 3:01:32 PM --- BXBPIDX: 134165
8/10/2019 3:01:32 PM --- TASKIDX: 11500826
8/10/2019 3:01:32 PM --- THIDX: 193453022
8/10/2019 3:01:32 PM --- TABLE: BXB_TEMP_TRANSER_REQUEST
8/10/2019 3:01:32 PM --- Start processing file TRANSFER_REQUEST_027BADWHCD.csv
8/10/2019 3:01:32 PM --- Skipping first row.
8/10/2019 3:01:32 PM --- 2 rows parsed successfully
8/10/2019 3:01:32 PM --- ****Start Post-Processing****
8/10/2019 3:01:32 PM --- POST PROC: BXB_TRANS_REQUEST_P190920_2.DO_IMPORT(134165)
8/10/2019 3:01:36 PM --- THE FILE CONTAINS THE FOLLOWING TRANSFR REQUESTS
8/10/2019 3:01:36 PM --- =====
8/10/2019 3:01:36 PM --- FROM : BBStore2
8/10/2019 3:01:36 PM --- TO : BBStore1
8/10/2019 3:01:36 PM --- QUANTITY : 5
8/10/2019 3:01:36 PM --- IMPORTED SUCCESSFULLY
8/10/2019 3:01:36 PM --- TRANSFER NUMBER : 359
8/10/2019 3:01:36 PM --- -----
8/10/2019 3:01:36 PM --- FROM : BBStore2
8/10/2019 3:01:36 PM --- TO : Mainn
8/10/2019 3:01:36 PM --- QUANTITY : 5
8/10/2019 3:01:36 PM --- THE FOLLOWING ERRORS OCCURED :
8/10/2019 3:01:36 PM --- BARCODE : 9314442166905 -- Invalid to warehouse
8/10/2019 3:01:36 PM --- -----
8/10/2019 3:01:36 PM --- ****End Post-Processing****
    
```

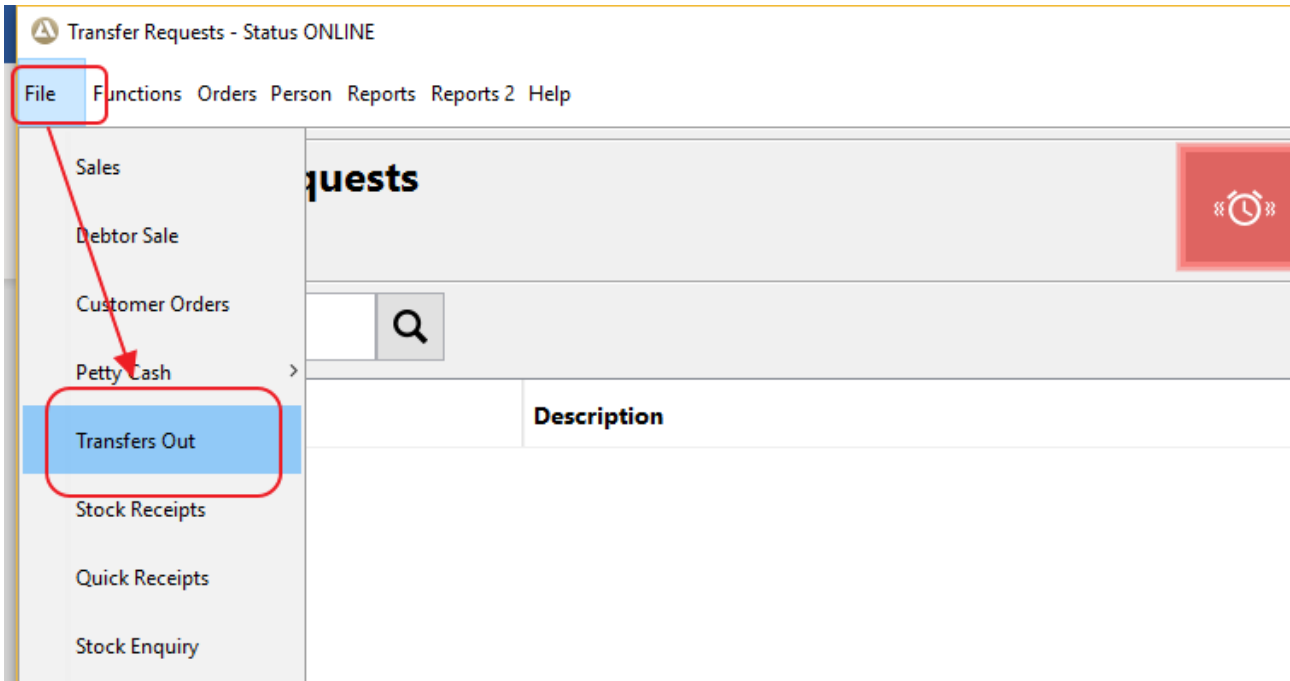
### 5.3.3 TRANSFER REQUEST MAINTENANCE

Once a file is imported, the transfer requests and their status can be viewed in *Transfer Request Maintenance* by the head office team. The created date / time is the date time of generation.



### 5.3.4 POS VISIBILITY

Once a transfer request is created, it is immediately visible in the stores. The store team can view the pending transfer requests by selecting > *File > Transfers Out > F6 Search Transfer Requests > see list of requests – select from list and see details.*




Transfer Out - Status ONLINE

File Functions Orders Person Reports Reports 2 Help

# Transfer Out

Melbourne

 1 priority order  
25 orders to pack Show

Transfer

F12 Search

Code	Description
<b>Total</b>	

Search Transfer Requests

Transaction ...	To	Request Date	Total Qty
TR23	AUSTRALIA	2019-09-17	5
TR4	Northland	2016-09-27	4
TR811-431	Chadstone	2018-08-07	5

Ok Cancel

F5 Ret to Supplier F6 Search Transfer Req F8 Send All F7 Print Picklist

F2 Delete F3 Reset F4 Cancel Transfer F9 Complete

Once a request is loaded, it can be converted to a transfer by scanning the items to be transferred or selecting the *Send All* button if have security.

Transfer Out - Status ONLINE

File Functions Orders Person Reports Reports 2 Help

**Transfer Out**  
Melbourne

1 priority order  
25 orders to pack Show

Emma G Sign Out

Transfer Request 23

F12 Search

Con Note #

Store To AUSTRALIA

Code	Description	Colour	Size	Required	Qty
ELIN	ELIN test product BLACK	0023456789	XS	5	5
<b>Total</b>				<b>5</b>	<b>5</b>

F5 Ret to Supplier F6 Search Transfer Req F8 Send All F7 Print Picklist

F2 Delete F3 Reset F4 Cancel Transfer F9 Complete

Set all received amounts to the required amounts

## 5.4 ENVIMO

If using ENVIMO POS, the transfer requests are visible from the *Transfer Out* menu option. These are available as soon as generated (within a few minutes).

Envimo

**ENVIMO**

25 orders to pack

Womens Mens Equipment New Arr

Sales

Transactions

Orders 25

End of day

Stock Receipts 34

Transfer Out 2

Settings

Emma Logout

Abby Shirt \$79.99

Abigale Straight Skirt \$149.99

Accord Body \$750.00

Attach





Envimo

Transfer Out

+ New

Search by transfer request number or destination

 <b>27 Sep 2016</b> Northland	<input type="radio"/>	TR4 4 Items	>
 <b>17 Sep 2019</b> AUSTRALIA	<input type="radio"/>	TR23 5 Items	>

When Transfer Out loaded, the requests are listed on the screen for selection

! Outstanding

✓ Completed