

Introduction to the ODBC Add-On

Big Business Server supports ODBC requests using a custom Driver that runs on Windows workstations. ODBC is Microsoft's Open DataBase Connectivity that is supported in programs such as Access, Excel, and more. Using the ODBC Driver another program can retrieve data from Big Business Server for Mac OS X or Windows.

Get data from Big Business Server into your Windows programs:

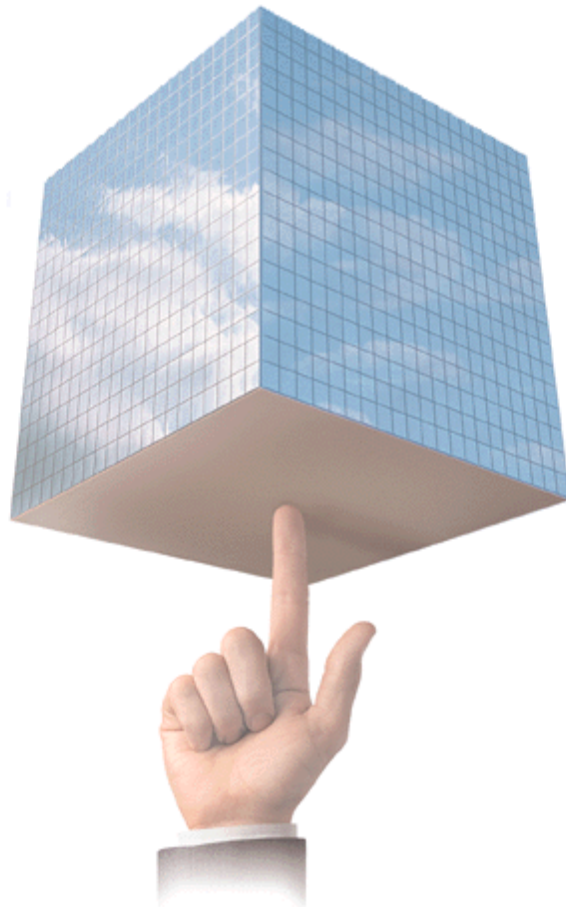
- get live inventory information for an online store automatically
- get data for analysis in a spreadsheet or database automatically
- get address and shipment information to process shipments automatically

With ODBC and UPS, You're the B-O-S-S.

- tell Big Business to Load Addresses into the Sales Order
- tell UPS WorldShip to look up the Sales Order and get the shipping information
- tell UPS WorldShip to update the Sales Order with the tracking number, charges, and any comments, when the shipment is complete

The ODBC Add-On is a complete solution, including: the Driver, setup support, and help identifying the data you want to retrieve.

Writing data back to Big Business Server is supported only in select circumstances, such as the popular need to record shipping charges and tracking numbers.



ODBC: Registering

The first step in connecting to Big Business Server from an ODBC-capable program is Registering. This process includes assigning a Name and Password that protect your data from unauthorized access.

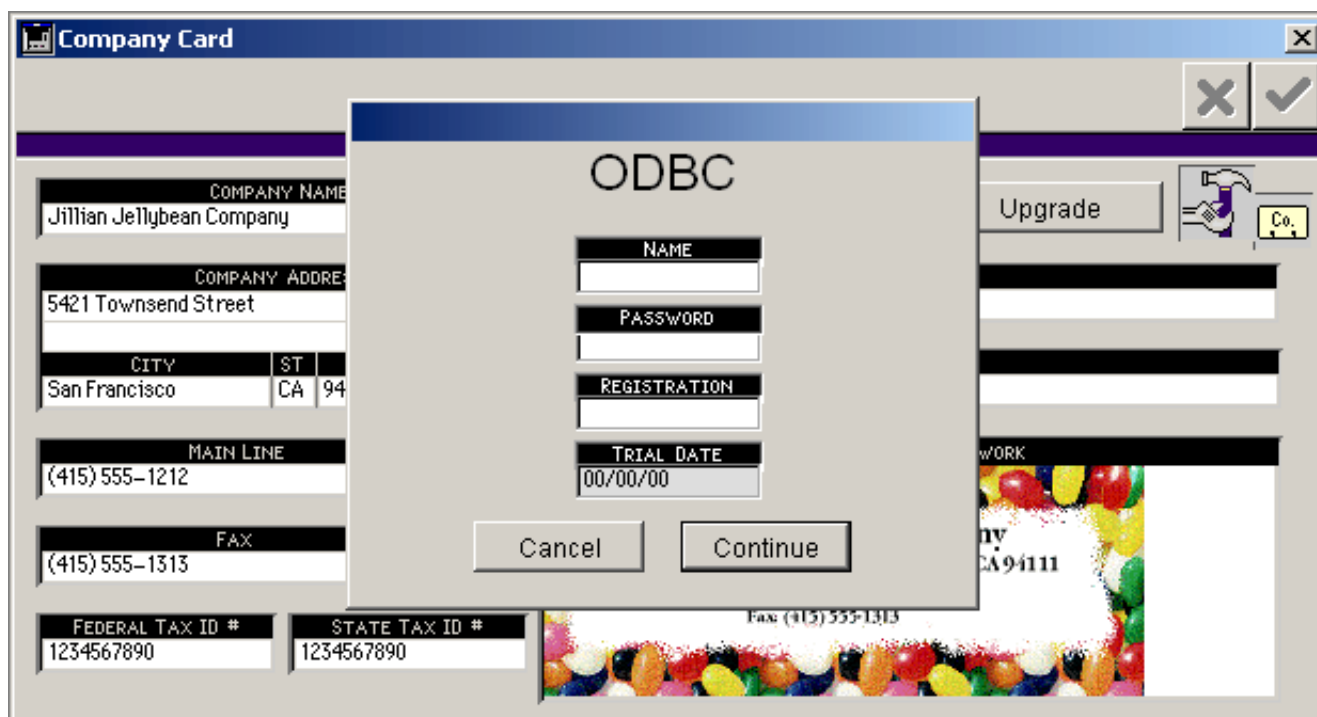
To Register the ODBC Add-On:

1. Go to the Maintenance toolbar, to the Company Card, and click the Upgrade button.
2. Click the ODBC button and the Registration dialog, pictured, will open.
3. Enter a Name and Password to protect your data from unauthorized access.
4. Contact Big Business Support for a Registration Code for your data file.
5. Enter the Registration code received, or, 198, for the Demo File.
6. Click Continue.
7. Click OK on the Confirmation dialog
8. Click OK to Save the Company Card.
9. Quit and restart Big Business Client.

You can assign a new Name and Password by repeating this process. If you move the data file to another computer, or reinstall or update Big Business Server you will need to repeat this process.

You can unregister and disable ODBC access by repeating the procedure and entering zero (0) for the Registration. Trial Mode can be enabled one time only.

A Trial Code starts a 30-day trial:



ODBC: Load Addresses

When using the ODBC Add-On to import shipment information from Big Business Server, it simplifies the import and streamlines the workflow to have the recipient's address and contact information copied into the Sales Order, where it can be read along with the other details of the order.

Load Addresses adds discrete fields for the shipping information (e.g. City, State, Zip) to the Sales Order and automatically fills them in from the selected Customer Card or when choosing an alternate Ship To address, from the chosen Contact Card. New dialogs for choosing a Ship To address allow you to create New or Edit Contact Cards linked to the selected Customer.

Load Addresses also adds an additional tab to the Sales Order that displays Shipment Information (e.g. Tracking Number, Charges, etc.) posted from the shipping program back to Big Business Server, and provides the shipping information fields for entering an address directly.

To Enable the Load Addresses functions:

1. Ensure the ODBC Add-On is enabled
2. Open the Customer Prefs at the end of the Customer toolbar.
3. Click the Load Addresses checkbox.
4. Save the Customer Prefs by clicking OK.

The screenshot shows the 'Customer Prefs' dialog box with the following settings:

- DEFAULT CUSTOMER LISTING FORMAT:** 'last name', 'first name'
- DEFAULT PHONE LABELS:** 1 Work, 2 Fax, 3 Email, 4 Home
- DEFAULT CREDIT LIMIT:** 5,000.00
- DISPLAY HISTORY:** All
- LOAD LISTING FOR:** All
- LOAD ADDRESSES:**
- AUTO-GENERATE CUSTOMER CODE:**
- NEXT CUSTOMER CODE:** 1
- UNIQUE CODES:**
- PRINT WHEN SAVING...:** Ask Each Time
- PRICE AS QUOTED:** Never
- DEFAULT CUSTOMER TYPE:** (empty)
- DEFAULT CUSTOMER TERMS:** (empty)
- DEFAULT SHIPPING METHOD:** (empty)
- DEFAULT SALES TAX STATUS:** Default Sales Tax
- DEFAULT PRICE LEVEL:** 1-Retail
- CUSTOM FIELD LABELS:**

1 Custom 1	2 Custom 2	3 Custom 3	4 Custom 4
5 Custom 5	6 Custom 6	7 Custom 7	8 Custom 8
9 Custom 9	10 Custom 10	11 Custom 11	12 Custom 12

ODBC: Contact Entry

When using the ODBC Add-On to import shipment information from Big Business Server, it simplifies the import and streamlines the workflow to have the recipient's address and contact information copied into the Sales Order, where it can be read along with the other details of the order.

Load Addresses changes the selection dialog displayed when you click the Other button to select another Ship To address from Additional Contacts.

Features of the Load Addresses Contacts dialog:

1. Maintain an unlimited number of Contacts for a Customer and sort them by clicking any column header.
2. Add New Contacts that are linked to the Customer by clicking the New button.
3. Edit an existing Contact by clicking once to select it, then clicking the Edit button.
4. Select a Contact and load the shipping information by double-clicking or selecting and clicking OK.
5. Keep the current selection by clicking Cancel.

The shipping information from the Customer Card is not listed a choice in Contacts. You can revert to the shipping information on the Customer Card by re-selecting the Customer Name on the order, or by creating a New Contact, which automatically copies the Customer shipping information, if you want to use additional fields such as

Contacts						
SHIP NAME	SHIP ADDRESS 1	SHIP ADDRESS 2	FIRST NAME	LAST NAME	TITLE	PHONE #
Bart Davidson	Bart's Foodworld	123456 Boxwood C	Bart	Davidson		(414) 555-1212
Stephen Tomaczek	Candy Cones And G	8765 Cedar Street	Stephen	Tomaczek		(916) 555-1212
Sue Hemmington	A Shop For Gifts	1234 West San Car	Sue	Hemmington		(408) 555-1212

ODBC: Address Entry

When using the ODBC Add-On to import shipment information from Big Business Server, it simplifies the import and streamlines the workflow to have the recipient's address and contact information added into the Sales Order, where it can be read along with the other details of the order.

Load Addresses adds an additional tab to the Sales Order where you can enter the shipping information for the order so it can be read by the shipping system.

Features of the Sales Order UPS tab:

1. Enter shipping information in discrete fields (e.g. City, State, and Zip).
2. Automatic completion of the Ship To text for printed output, plus a Copy Above button to update the Ship To text.
3. Additional fields for Phones, Email, Attention, and Address3 which can be read by the shipping system.

Use this option when you are entering shipping information for a single order that you do not need to save for future orders. To save shipping information use the Other button on the Ship To field to create a New Contact.

The screenshot displays the 'Sales Order' window with a toolbar at the top containing various icons for order management. The main area is divided into several sections for data entry:

- CUSTOMER NAME:** Corporate Gifts And Promos (CG)
- BILL TO:** Account's Payable, Corporate Gifts And Promos, 123 Recognition Place, Promo, UT 87654
- SHIP TO:** Bart Davidson, Bart's Foodworld, 123456 Boxwood Circle, Roundabout, WI 53050. Includes an 'OTHER...' button and a 'COPY ABOVE' button.
- ORDER #:** 3008
- CUSTOMER PO #:** (empty)
- PHONE1:** (414) 555-1212
- PHONE2:** (414) 555-1212
- EMAIL ADDRESS:** bart@bartsfoodworld.com
- SHIPPING NAME & ADDRESS:** Bart Davidson, Bart's Foodworld, 123456 Boxwood Circle
- SHIP ATTN:** (empty)
- SHIP ADDR3 / DEPT.:** (empty)
- CITY:** Roundabout
- ST:** WI
- ZIP:** 53050
- COUNTRY:** (empty)

At the bottom, there is a 'SHIPMENT INFORMATION' table with the following columns: DATE, TIME, SHIPMENT ID / TRACKING No., REPL.CHGS., ADD CHGS., and DESCRIPTION. The table is currently empty.

ODBC: Shipment Information

When using the ODBC Add-On to import shipment information from Big Business Server, you can also have the shipping system automatically update the Sales Order with Shipment Information.

Load Addresses adds an additional tab to the Sales Order where you can view the Shipment Information posted by the shipping system.

Shipment Information options:

1. Automatic Date and Time posted.
2. Description for describing the shipment with any selection of data (e.g. Service Level, ETD, etc.).
3. Tracking Number entry
4. Replace Other Charges, so Invoicing will automatically use the latest charge
5. Add Other Charges, so the order reflects cumulative shipping charges.
6. Add Printed or Private Comments to the Sales Order with any selection of shipment data (e.g. Tracking Number, Charges, ETD, etc.).

With a few minutes of setup, UPS WorldShip can be set to automatically update Big Business Server with Shipment Information that carries onto an Invoice or is easily referenced when needed.

The screenshot displays the 'Sales Order' window with various fields for customer, billing, and shipping information. At the bottom, there is a 'SHIPMENT INFORMATION' table.

DATE	TIME	SHIPMENT ID / TRACKING No.	REPL CHGS.	ADD CHGS.	DESCRIPTION
08/08/06	16:01:11	1ZWX01640163984301		34.00	Next Day Air
08/08/06	16:01:49	1ZWX01640163729515		24.00	Next Day Air
08/08/06	16:02:35	1ZWX01640163091525		26.75	Next Day Air

ODBC: Tracking

When using the ODBC Add-On to import shipment information from Big Business Server, you can also have the shipping system automatically update the Sales Order with Shipment Information.

To Track a Shipment:

1. Click the pulldown in the ShipmentID/TrackingNumber column for the Shipment you want to track.
2. Select Copy if you want to Copy the Tracking Number to your clipboard for pasting elsewhere.
3. Select UPS Tracking to track a UPS shipment (tracking number begins with 1Z).
4. Select FedEx Tracking to track a FedEx shipment (12 digit number).

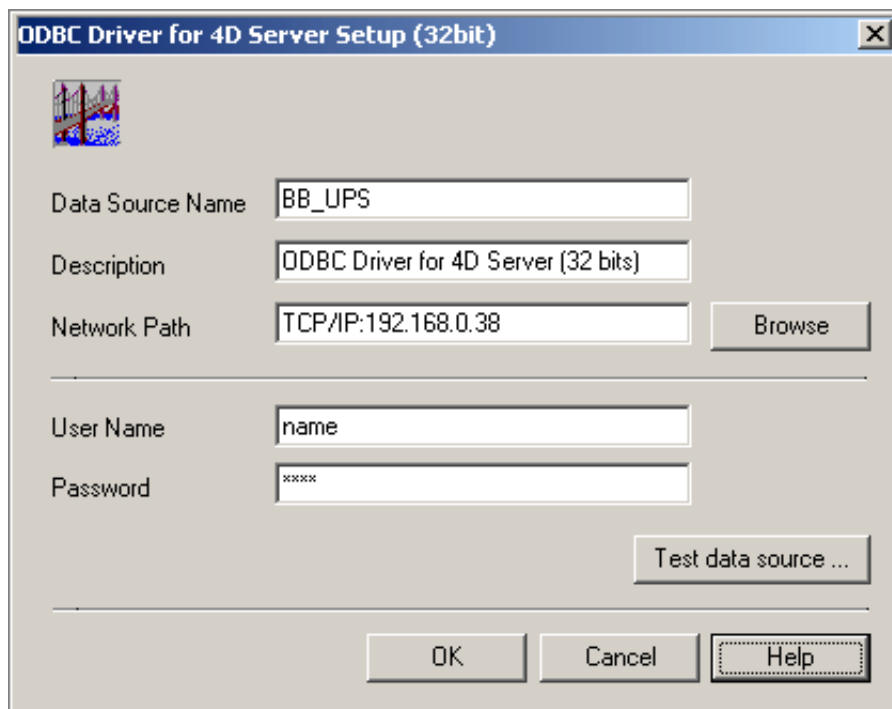
Selecting a Tracking option will send open your default browser and, if you are connected to the Internet, display the results.

The screenshot shows the ODBC Add-On interface. At the top, there is a toolbar with icons for Invoice, Find Order, Note, Print, Memorize, Recall, Duplicate, Delete, Cancel, New, and OK. Below the toolbar, there are tabs for Order, Expanded, Profitability, Shipments, and UPS. The main area displays customer and shipment details for Helvey's Candy Jar. A table titled "Shipment Information" lists four shipments. A context menu is open over the second shipment, showing options for Copy, UPS Tracking, and FedEx Tracking.

Date	Time	Shipment ID/ Tracking No.	Repl Chgs	Add Chgs	Description
11/07/08	07:13:10	1ZWX01640163480382			
11/07/08	07:20:36	1ZWX01640163480382			
11/07/08	07:27:14	1ZWX01640163872404			640163872404 N
11/07/08	07:33:26	1ZWX01640163665610			

ODBC: Creating a System DSN

1. Click Start, Settings, Control Panel.
2. In Windows XP, click Performance and Maintenance.
3. Double-click Data Sources (ODBC).
4. Click on the System DSN tab. Click Add.
5. Select ODBC Driver for 4D Server and click Finish.
6. Type a name (BB) in the Data Source Name field.
7. For Network Path, type "TCP/IP:" followed by the IP Address of the server.
8. Enter the User Name and Password you assigned to the ODBC Server.
9. Click Test Data Source to test the connection.
10. Click OK to save the ODBC Driver setup.
11. Click OK to save changes to the ODBC Data Source Administrator.



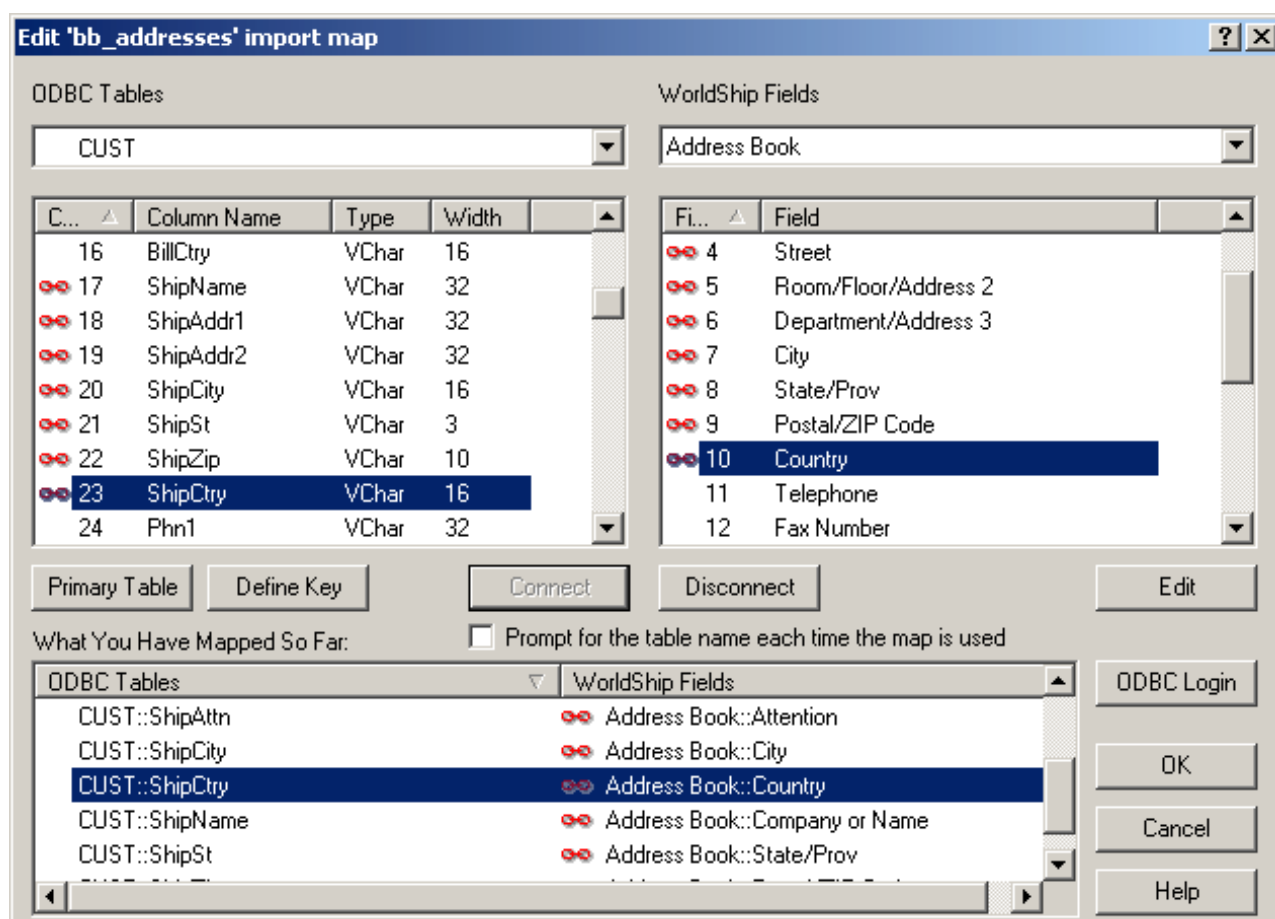
ODBC: UPS: Importing to Address Books

The ODBC Add-On is an additional module that enables ODBC access to data in Big Business Server. This Solution describes using the ODBC capabilities of UPS WorldShip to retrieve addresses directly from Big Business Server and import them into the UPS Address Books. Once this import is set up, it can be repeated to update the addresses stored in UPS as needed.

The prerequisites for this import are enabling the ODBC Server in Big Business Server, and creating a System DSN as described in earlier entries.

Creating the Import Map:

1. Select Connection Assistant on the UPS Online Connect menu.
2. Select Create a New Map for Import and click Next.
3. Select Address for Import Data Types and Ship To for Address Books and click Next.
4. Select By Known ODBC Source and choose the System DSN created previously (BB) in ODBC Sources.
5. Enter the user name for ID and the password for Password and click Next.
6. Select New Map and enter a name (bb_addresses) for New Map Name and click Next.
7. Click Finish to proceed to the Connection Editor.
8. Select a Big Business table on the left like CUST for the Customer table, VEN for Vendors, or CONTACT for Contacts.
9. Highlight a Field on the left, like Code, for Customer Code.
10. Highlight a Field on the right, like Customer ID.
11. Click Connect to link them, and repeat from Step 9, as pictured.
12. Click on the Code - Customer ID entry and click Define Key.
13. Click OK to save.



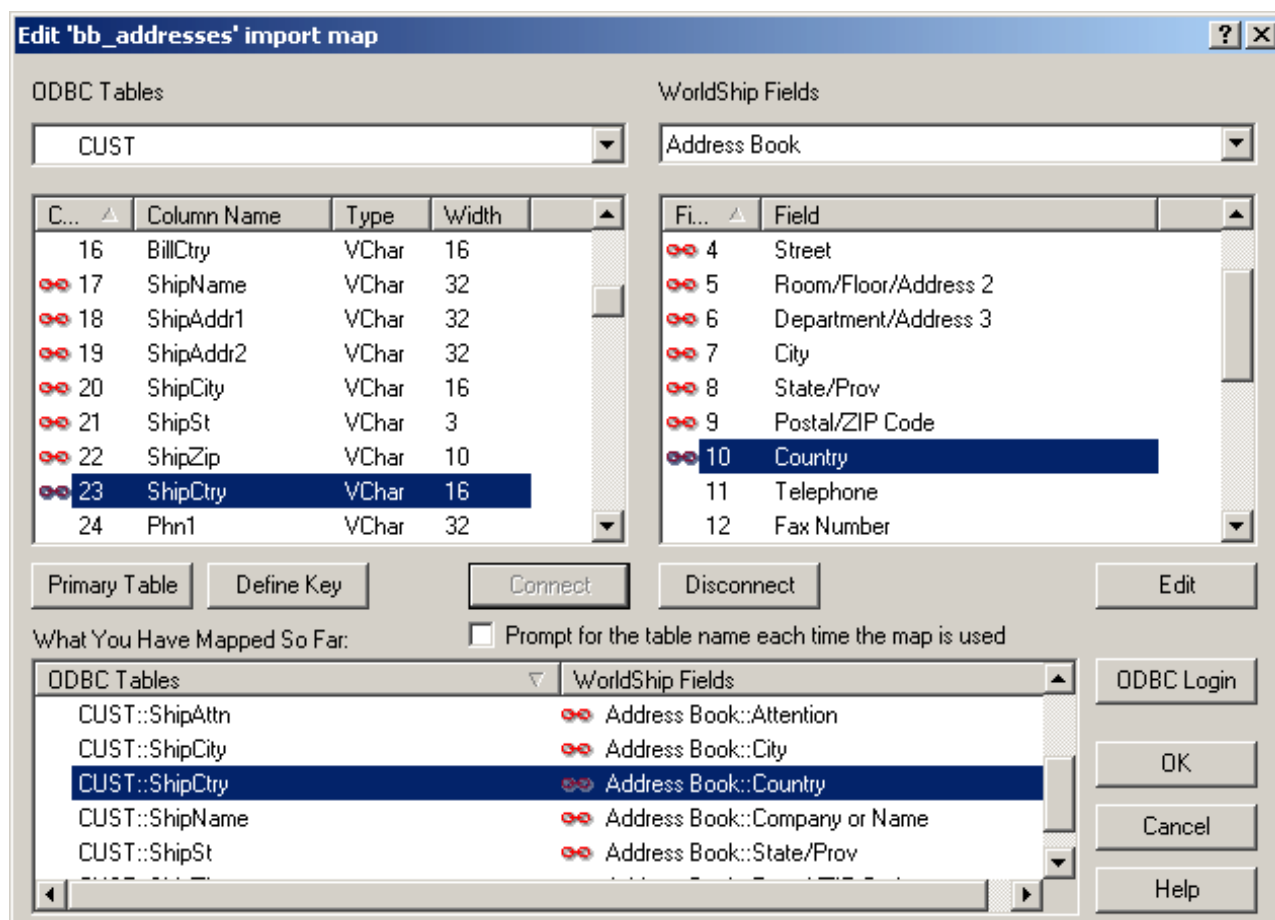
ODBC: UPS: Importing to Shipments

The ODBC Add-On is an additional module that enables ODBC access to data in Big Business Server. This Solution describes using the ODBC capabilities of UPS WorldShip to retrieve addresses directly from Big Business Server and import them into a new Shipment. Once this import is set up, it can be used as a Keyed Import to automatically fill in address information on a new Shipment.

The prerequisites for this import are enabling the ODBC Server in Big Business Server, and creating a System DSN as described in earlier entries.

Creating the Import Map:

1. Select Connection Assistant on the UPS Online Connect menu.
2. Select Create a New Map for Import and click Next.
3. Select Shipment for Import Data Types and click Next.
4. Select By Known ODBC Source and choose the System DSN created previously (BB) in ODBC Sources.
5. Enter the user name for ID and the password for Password and click Next.
6. Select New Map and enter a name (bb_shipments) for New Map Name and click Next.
7. Click Finish to proceed to the Connection Editor.
8. Select a Big Business table on the left like CUST for the Customer table, VEN for Vendors, or CONTACT for Contacts.
9. Select the Worldship Fields to display on the right, such as Ship To.
10. Highlight a Field on the left, like Code, for Customer Code.
11. Highlight a Field on the right, like Customer ID.
12. Click Connect to link them, and repeat from Step 9, as pictured.
13. Click on the Code - Customer ID entry and click Define Key.



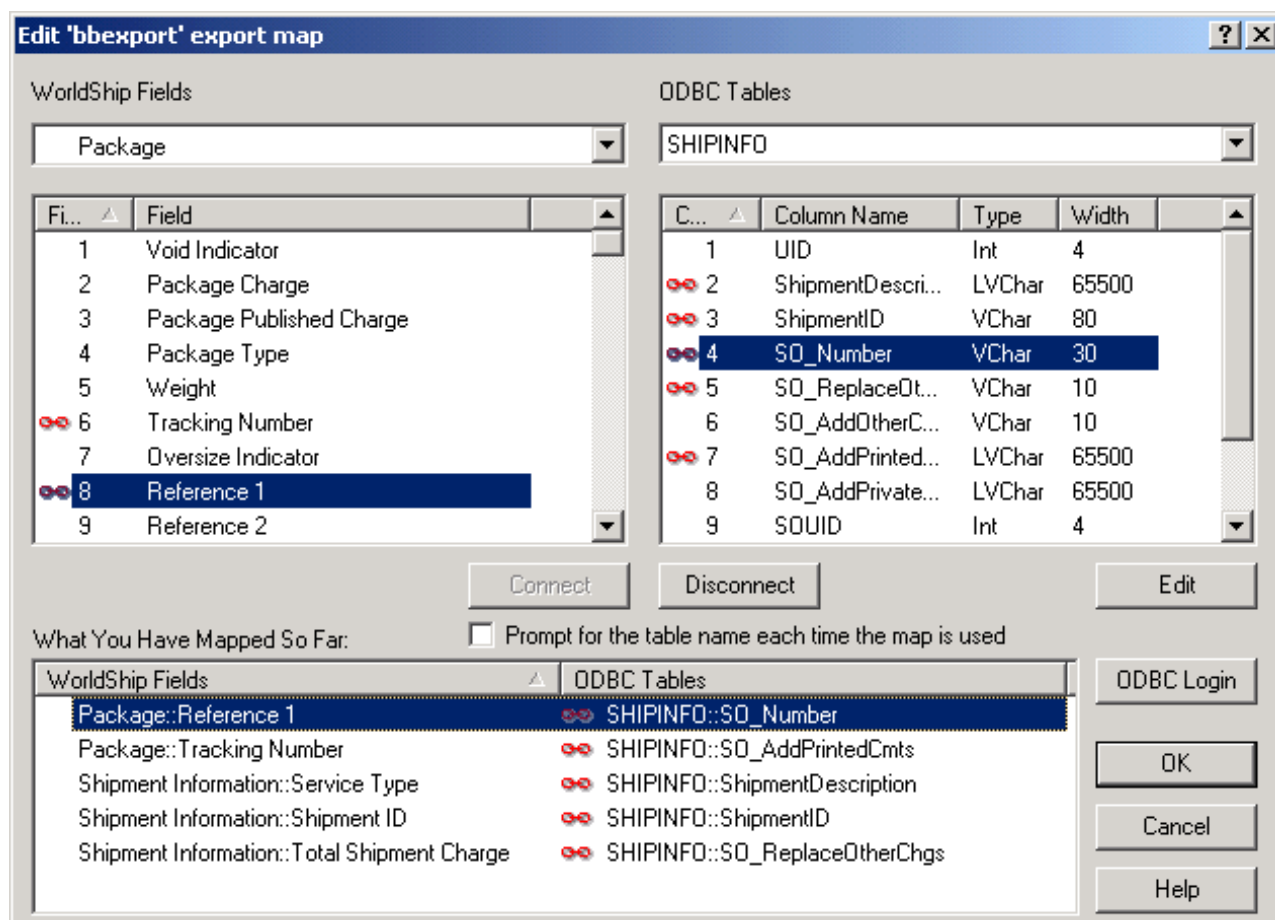
ODBC: UPS: Exporting Shipments

The ODBC Add-On is an additional module that enables ODBC access to data in Big Business Server. This Solution describes using the ODBC capabilities of UPS WorldShip to Export Shipment Information to Big Business Server. Once this export is created, it can be set to automatically update Big Business as each new Shipment is processed.

The prerequisites for this import are enabling the ODBC Server in Big Business Server, and creating a System DSN as described in earlier entries.

Creating the Export Map:

1. Select Connection Assistant on the UPS Online Connect menu.
2. Select Create a New Map for Export and click Next.
3. Select Shipment for Export Data Types and click Next.
4. Select By Known ODBC Source and choose the System DSN created previously (BB) in ODBC Sources.
5. Enter the user name for ID and the password for Password and click Next.
6. Select New Map and enter a name (bb_shipments) for New Map Name and click Next.
7. Click Finish to proceed to the Connection Editor.
8. In the upper right pulldown, select SHIPINFO
9. Select the Worldship Fields to display on the left, such as Package
10. Highlight a Field on the left, like Reference1, where you have entered your Sales Order Number
11. Highlight a Field on the right, like SO_Number
12. Click Connect to link them, and repeat from Step 9, as pictured.
13. Click OK to save.
14. Click No to skip the Batch Import.



ODBC: UPS Worldship Preferences

When using the ODBC Add-On to import Shipment information from Big Business Server, it may be preferable to turn off the Preference to Always Update Address Book. If Update Address Book is checked for each Shipment this can cause a conflict when a repeat recipient is selected, displaying the Alert:

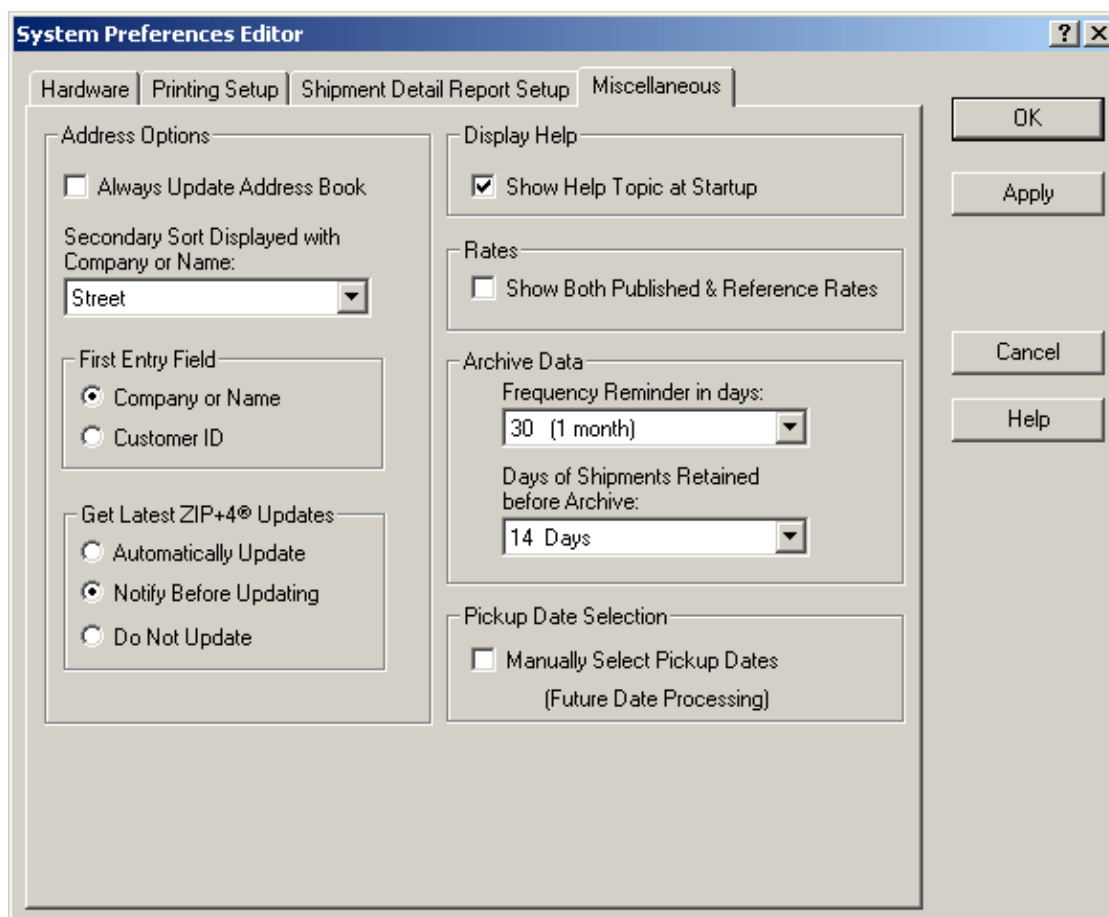
"This Customer ID already exists with a different Company of Name. Would you like to enter a new Customer ID for this address?"

See the other entries in this documentation for information on importing Address instead of Shipments if you want to update the UPS Address Book.

To Turn Off the Always Update Address Book Preference in WorldShip:

1. Select System Preferences from the Tools menu
2. Select the Miscellaneous tab
3. Uncheck Always Update Address Book
4. Click OK to Save changes in the System Preferences Editor

New Shipments will now start with the Update Address Book checkbox unchecked.



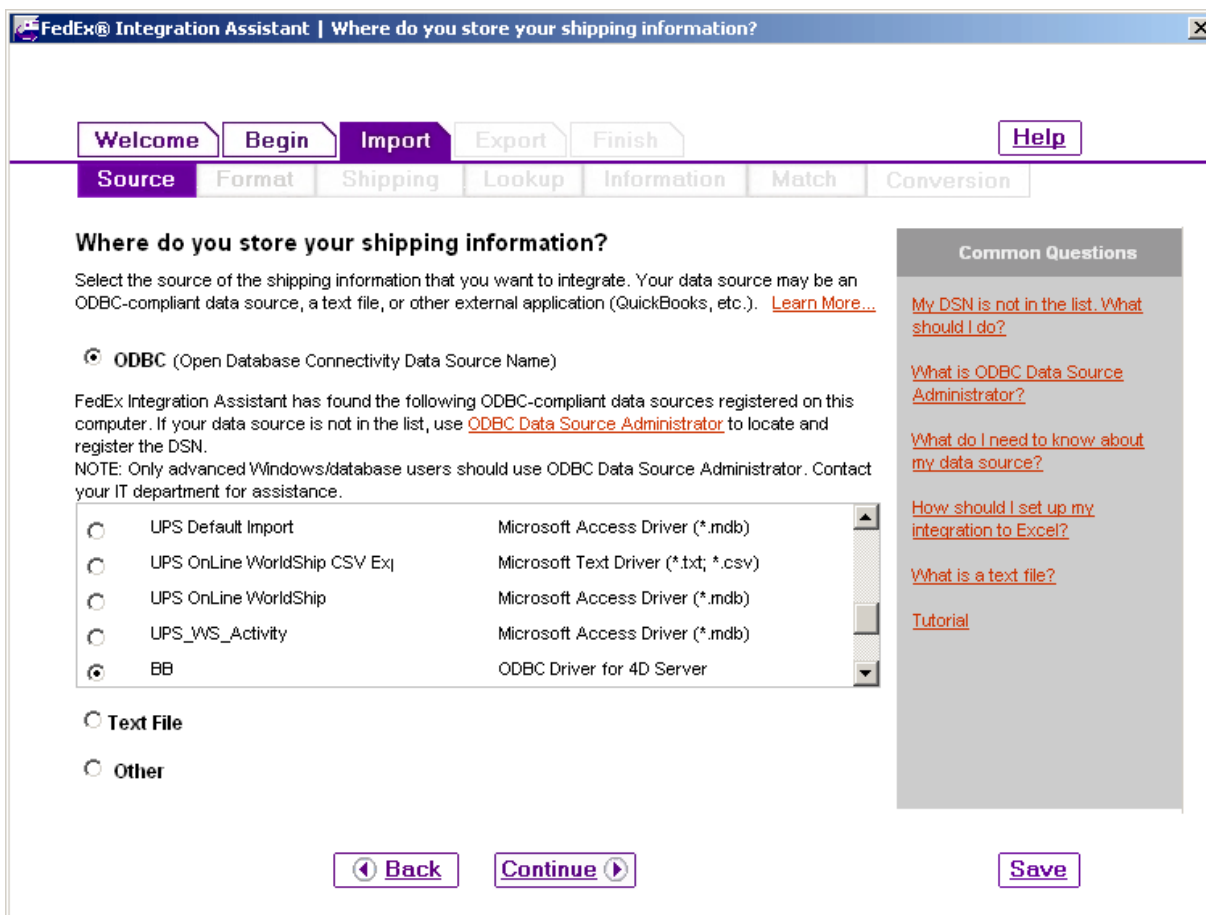
ODBC: FedEx, Step 1: Data Source

The ODBC Add-On is an additional module that enables ODBC access to data in Big Business Server. This Solution describes using the ODBC capabilities of FedExShip Manager to retrieve data from Big Business Server.

The prerequisites for this import are Registering the ODBC Add-On in Big Business Client, and creating a System DSN as described in earlier entries.

Using the Integration Assistant to choose a Data Source:

1. Select FedEx Integration Assistant in the Integration menu.
2. Follow the prompts to create a new Profile
3. Specify Import or Export as appropriate; Both is not recommended.
4. Select ODBC and choose the System DSN created previously (BB).
5. On the connection error dialog click Login.
6. Enter the User Name and Password and you assigned when Registering the ODBC Add-On.



ODBC: FedEx, Step 2: Import Shipping

The ODBC Add-On is an additional module that enables ODBC access to data in Big Business Server. This Solution describes using the ODBC capabilities of FedExShip Manager to retrieve data from Big Business Server.

This step follows Step 1: Data Source, as described in an earlier entry.

To Import data from the Sales Order in Big Business:

1. Choose Yes for the question, Do you use a unique name or code to look up each package.
2. Choose Yes for the question, Do you need to edit shipping information before printing the label.

Single Edit should be automatically selected based on the answers above.

3. On the Lookup screen, use the default, After I enter a lookup value.
4. On the Information screen you can specify the target fields you want to use in FedEx Ship Manager, so choose at least the Recipient Address fields (address, city, state,...) and a place to put the Sales Order Number such as Package, Invoice Number.

FedEx® Integration Assistant | How will you create shipping labels for your packages?

Welcome Begin **Import** Export Finish Help

Source Format **Shipping** Lookup Information Match Conversion

How will you create shipping labels for your packages?

Answer each question that appears below. FedEx Integration Assistant will select the best shipping method based on your answers. If your answers vary by situation, answer the questions appropriate for the first situation, complete the profile, and then run FedEx Integration Assistant again to create a profile for each additional situation.

Do you print labels one at a time? Yes No

Do you use a unique name or code to look up each package? Yes No

Do you need to edit shipping information before printing the label? Yes No

More Automated ← Batch — Batch Edit — Single — Single Edit → Less Automated

Editing Profile

Common Questions

- [What do I need to know about package processing?](#)
- [I process Multiple Piece Shipments. Can I choose the Single-Edit shipping method?](#)
- [What does it mean to "look up" a package?](#)
- [What are the differences between each shipping method?](#)
- [Tutorial](#)

ODBC: FedEx, Step 3: Import Matching

The ODBC Add-On is an additional module that enables ODBC access to data in Big Business Server. This Solution describes using the ODBC capabilities of FedExShip Manager to retrieve data from Big Business Server.

This step follows Step 2: Import Shipping, an earlier entry.

To Import data from the Sales Order in Big Business:

1. Choose SO in the first pulldown in the Table column.
2. OK the dialog to fill in SO on the remaining rows.
3. Choose the appropriate SO field in the pulldown in the Field column for each row.

When complete you will click the Select Index button at the bottom for the next step.

Match FedEx Ship Manager fields with your fields.

For each FedEx Ship Manager field, select a table and field from your data source to match for import. You may optionally assign a standard default value instead of selecting your field. Click the radio button next to a field to view the advanced properties for the field.

	Table	Field	Default (Optional)
Shipment Data			
Recipient - Address			
<input type="radio"/> Address 1*	SO	ShipAddr1	
<input type="radio"/> Address 2	SO	ShipAddr2	
<input type="radio"/> City*	SO	ShipCity	
<input type="radio"/> Company*	SO	ShipName	
<input type="radio"/> Contact Name	SO	ShipAttn	
<input type="radio"/> Country*	SO	ShipCtry	US - UNITED STA

Once you have matched all the above fields, identify the key index field(s) for the table(s) you have selected. **Select Index**

Advanced

Common Questions

- [How do I know what tables and fields to select?](#)
- [The table or field I need is not in the list. What should I do?](#)
- [What are defaults?](#)
- [How do I use Read Scale?](#)
- [What does the Advanced button do?](#)
- [What is a field index?](#)
- [Tutorial](#)

Back **Continue** **Save**

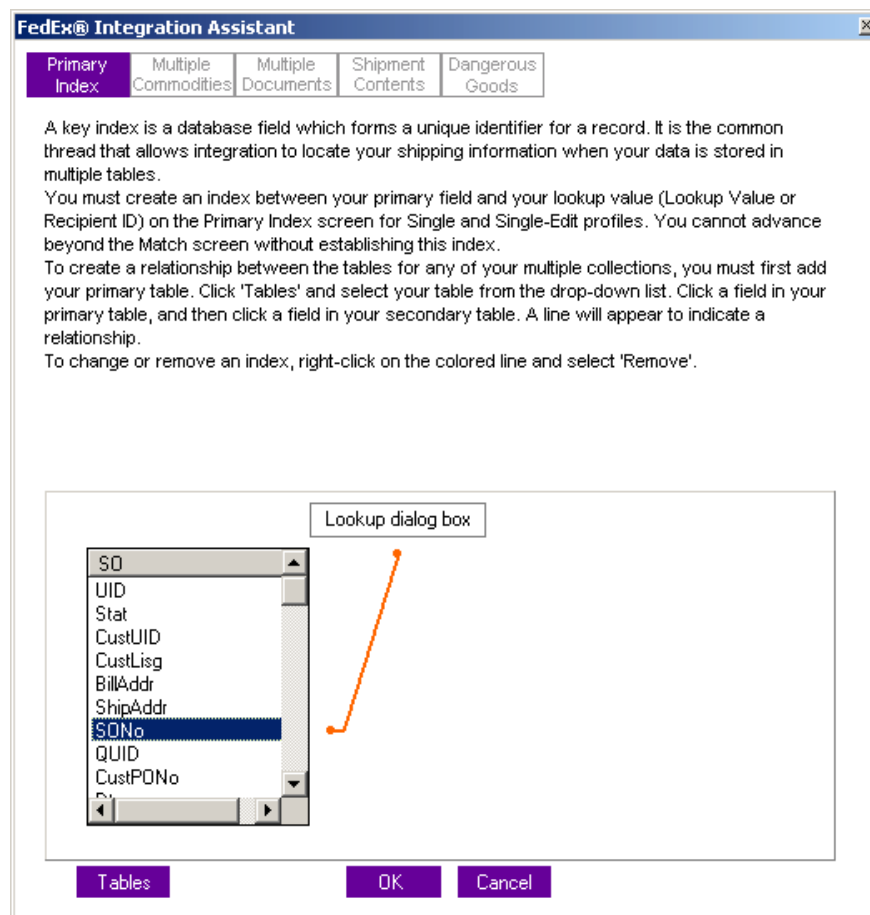
ODBC: FedEx, Step 4: Import Index

The ODBC Add-On is an additional module that enables ODBC access to data in Big Business Server. This Solution describes using the ODBC capabilities of FedExShip Manager to retrieve data from Big Business Server.

This step follows Step 3: Import Matching, an earlier entry.

To Import data from the Sales Order in Big Business:

1. Click the Select Index button on the Import Matching screen.
2. Highlight the SONo entry.
3. Click OK.
4. Continue to the next screen, Conversion, and click Save
5. Continue to review the Summary and Instructions, where you can scroll down to find a Printable Version button.
6. Click Finish.



ODBC: FedEx, Step 2: Export Method

The ODBC Add-On is an additional module that enables ODBC access to data in Big Business Server. This Solution describes using the ODBC capabilities of FedExShip Manager to send data to Big Business Server.

This step follows Step 1: Data Source, as described in an earlier entry.

To Export data to the Sales Order in Big Business:

1. Choose the default, Insert a new record.
2. Continue to the Information screen and select the information you want to export, such as:
 - Tracking Number
 - Package: Invoice Number, or wherever you stored the Sales Order Number
 - Charges or other fields of interest

3

FedEx® Integration Assistant | How will your data source receive exported information?

Welcome Begin Import **Export** Finish Help

Destination Format **Method** Information Match Conversion

How will your data source receive exported information?

Select the event that will trigger the export and the method for writing information to the destination data source.

NOTE: To avoid unintentionally corrupting the data source, the export method that you choose here must be compatible with the structure of your data source. Contact your IT department if you are unsure of which option to use.

When do you want to export to your data source?

Each time a shipment is completed
 Also export each time a package is deleted.
 At the end of day

How do you want to update your data source?

Insert a new record
 Update an existing record

Common Questions

[What is a record?](#)
[What does inserting a record do?](#)
[What does updating a record do?](#)
[When should I use the "When a package is deleted" option?](#)
[Tutorial](#)

Back Continue Save

ODBC: FedEx, Step 3: Export Matching

The ODBC Add-On is an additional module that enables ODBC access to data in Big Business Server. This Solution describes using the ODBC capabilities of FedExShip Manager to send data to Big Business Server.

This step follows Step 2: Export Method, an earlier entry.

To Export data to the Sales Order in Big Business:

1. Choose SHIPINFO in the first pulldown in the Table column.
2. Map Tracking Number to SHIPINFO: ShipmentID
3. Click the radio button and Duplicate to map the same entry to another field
4. Map Package: Invoice Number, or wherever you stored the Sales Order Number, to SHIPINFO: SO_Number

Match FedEx Ship Manager fields with your fields.

For each FedEx Ship Manager field, select a table and field from your data source to match for export. You may duplicate a field if you want to export the data to more than one location in your data source.

	Table	Field
Shipment Data		
Tracking Number		
<input checked="" type="radio"/> Tracking Number	SHIPINFO	ShipmentID
<input type="radio"/> Tracking Number	SHIPINFO	SO_AddPrintedCmts
Package - Miscellaneous		
<input type="radio"/> Invoice Number	SHIPINFO	SO_Number

Advanced Duplicate Remove

Common Questions

- [How do I know what tables and fields to select?](#)
- [The table or field that I need is not in the list. What should I do?](#)
- [When would I duplicate a field?](#)
- [What does the Advanced button do?](#)
- [What is a field index?](#)
- [Tutorial](#)

Back Continue Save

ODBC: Fields for Writing Ship Info (1 of 2)

When using the ODBC Add-On to import shipment information from Big Business Server, you can also have the shipping system automatically update the Sales Order with Shipment Information. Here are descriptions of the Fields in the SHIPINFO table.

UID - a unique identifier that is automatically set; Do not map to this field; it will be overwritten.

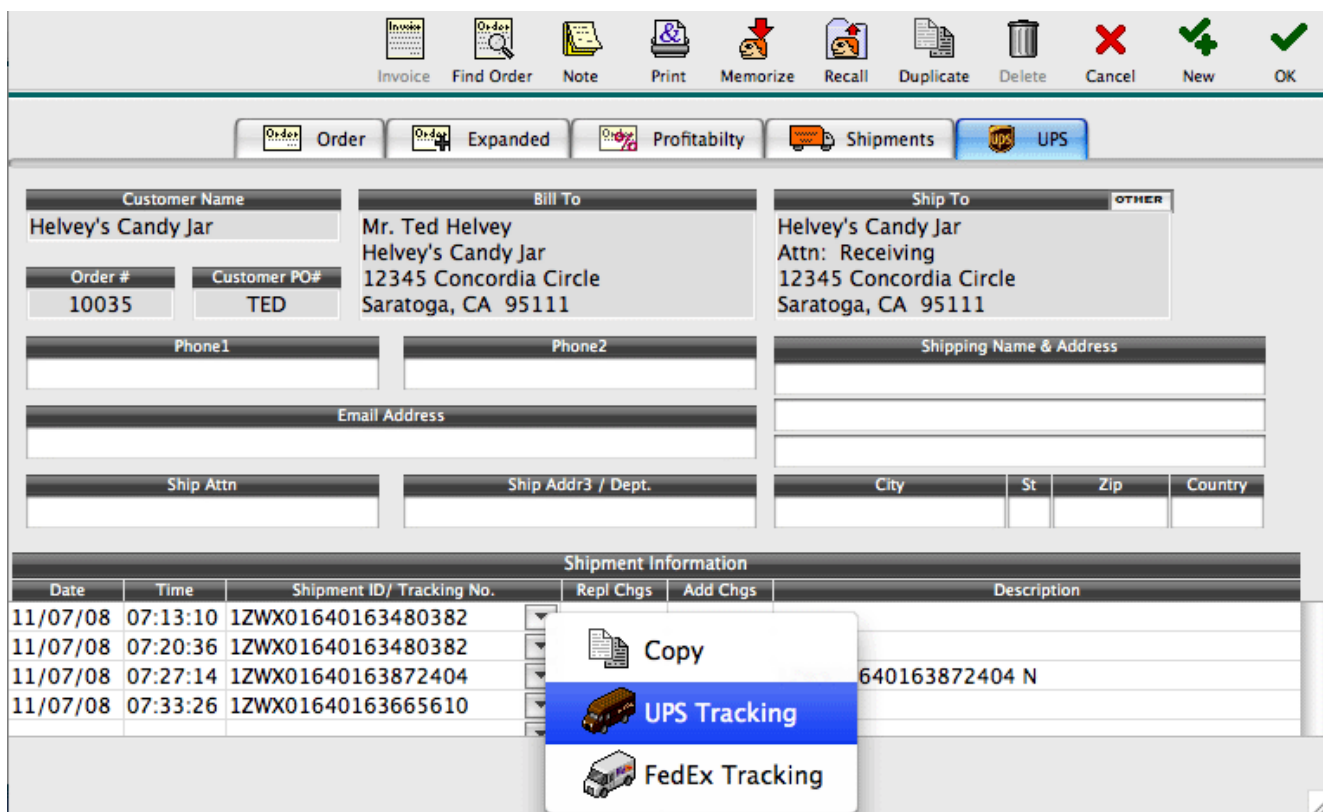
ShipmentDescription - the Description in the Shipment Information on the Sales Order. Map Service (Overnight, Ground, etc.) level, etc., as needed for reference.

ShipmentID - the Tracking Number in the Shipment Information on the Sales Order. Map the (Lead) Tracking Number.

SO_Number - the Sales Order Number to be updated. Map the Sales Order Number, or the posted data will be lost.

SO_ReplaceOtherChgs - use this field to overwrite the Other Charges (i.e. Freight) Field on the Sales Order. Map the value that you want to carry forward to the invoice.

SO_AddOtherChgs - an alternative to "Replace" above, this field adds the value that you map to the current Other Charges.



ODBC: Fields for Writing Ship Info (2 of 2)

When using the ODBC Add-On to import shipment information from Big Business Server, you can also have the shipping system automatically update the Sales Order with Shipment Information. Here are descriptions of the Fields in the SHIPINFO table.

SO_AddPrintedCmts - adds to the Printed Comments on the Sales Order. Map the Tracking Number or other information that you want to appear on the printed invoice.

SO_AddPrivateCmts - adds to the Private Comments on the Sales Order. Map Charges or other information that you need for reference when invoicing.

SQUID - for linking to the Sales Order; Do not map to this field; it will be overwritten.

AutoDate - the current Date on the Server is automatically inserted; Do not map.

AutoTime - the current Time on the Server is automatically inserted; Do not map.

Void - mapping a Void Indicator which posts "Y" will skip the updates to the Sales Order.

The screenshot shows a software interface for managing shipping information. At the top is a toolbar with icons for Invoice, Find Order, Note, Print, Memorize, Recall, Duplicate, Delete, Cancel, New, and OK. Below the toolbar are tabs for Order, Expanded, Profitability, Shipments, and UPS. The main area displays customer and shipping details. The Customer Name is Helvey's Candy Jar. The Bill To information is Mr. Ted Helvey, Helvey's Candy Jar, 12345 Concordia Circle, Saratoga, CA 95111. The Ship To information is Helvey's Candy Jar, Attn: Receiving, 12345 Concordia Circle, Saratoga, CA 95111. Below this are fields for Phone1, Phone2, Email Address, Shipping Name & Address, Ship Attn, Ship Addr3 / Dept., City, St, Zip, and Country. At the bottom is a table of Shipment Information with columns for Date, Time, Shipment ID/Tracking No., Repl Chgs, Add Chgs, and Description. The table contains four rows of shipment data. A context menu is open over the table, showing options for Copy, UPS Tracking, and FedEx Tracking.

Date	Time	Shipment ID/ Tracking No.	Repl Chgs	Add Chgs	Description
11/07/08	07:13:10	1ZWX01640163480382			
11/07/08	07:20:36	1ZWX01640163480382			
11/07/08	07:27:14	1ZWX01640163872404			
11/07/08	07:33:26	1ZWX01640163665610			