Ship-to Location Change Utility

By Musick International, Inc.

Overview

The Ship-to Location Change Utility provides the ability to change Accounts Receivable Ship-to Location codes.

Compatibility

Musick International products are compatible with current and recent versions of Sage 300. To verify compatibility to Sage 300 and third party products, please check our website (www.Musick-Int.com) or email Sales@Musick-Int.com.

Installation

Download and install the latest release of either FixIT or DataCHECK. In the folder where FixIT or DataCHECK is installed (default is C:\FixITcc), run the install program "ShipToLocationChangeInstall.exe". We recommend using "Run as Administrator".

Connect FixIT or DataCHECK

The Ship-to Location Change requires the database connection to be created in FixIT or DataCHECK. Start FixIT or DataCHECK and verify the connection to the company. If the company is not listed on the "Validate" screen, select the "Locate" icon on the left toolbar. Change to "Locate Data using FixIT Path" as the default. Click "New" to add a new connection to the company database. "Apply" the changes and verify the database is available.

Running Ship-to Location Change

Before running the Ship-to Location Change, verify the company database is available in FixIT or DataCHECK. Launch the ShipToLocationChange.exe from "Start" – "Programs" – "Musick International, Inc" – "Ship-to Location Change".

Enter the "New Code" for each Customer and Location. Location codes may contain uppercase letters and numbers. Symbols and spaces are not allowed. Once the New Codes are entered, click the "Change Ship-to Locations" button to process the changes.

At this point a prompt is displayed to verify a backup has been made:

The "Ship-to Location Change" will spin through the database and make all the required changes. Once the process has completed, the following message will display:

Ship-to Location Change

Ship-to Location Change complete.

Please run the A/R Data Integrity and verify the customer data before doing any processing.

OK

Verify the Database Before Starting Data Entry

There are factors beyond the control of the Ship-to Location Change. We do our best to anticipate and trap various issues, but a quick validation of the Sage 300 data will ensure the process completed properly. Run the Sage 300 Data Integrity as well as various reports to verify the accuracy of the changes made to the database.

Log File

The Ship-to Location Change generates a complete document of each run. The audit files are located in the "Reports" folder where Ship-to Location Change is installed. The file is identified by "ShipToChange" followed by the date and time of the run (ex: ShipToChange20220121-145833.log). Here is a sample log file:

>>>>>>>>>>>>>>>>>>>>>>>>>>>>><<<<<<<<<<<<<<<<<<<<<<<<<<
Ship-to Location Change Log
Database: [SAMLTD] Sage 2022 Sample Company Limited - 69A
Run Date: 2022-01-21 2:58:33 PM

Receiving Dock A - Original #: A - Changed to: DOCKA
Receiving Dock B - Original #: B - Changed to: DOCKB
Receiving Dock C - Original #: C - Changed to: DOCKC
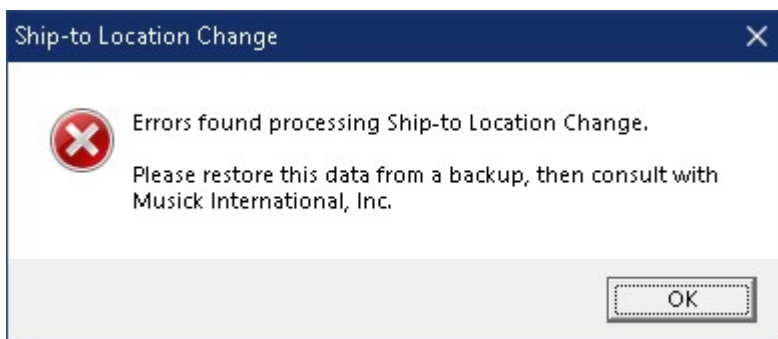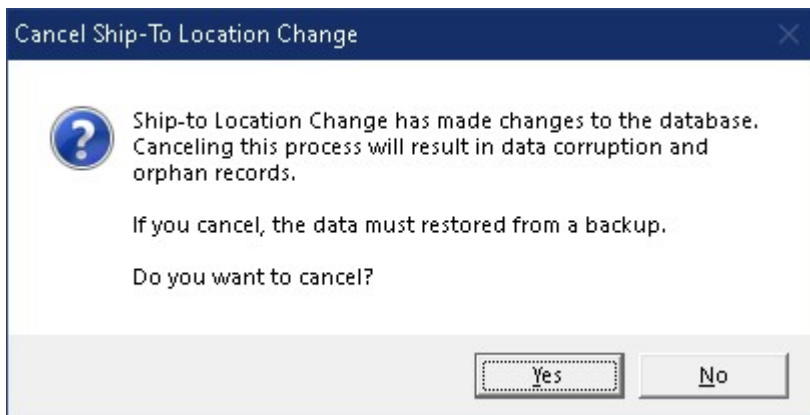
Run Completed: 2022-01-21 2:58:34 PM

Ship-to Location Change complete.

Please run the A/R Data Integrity and verify the customer data before doing any processing.
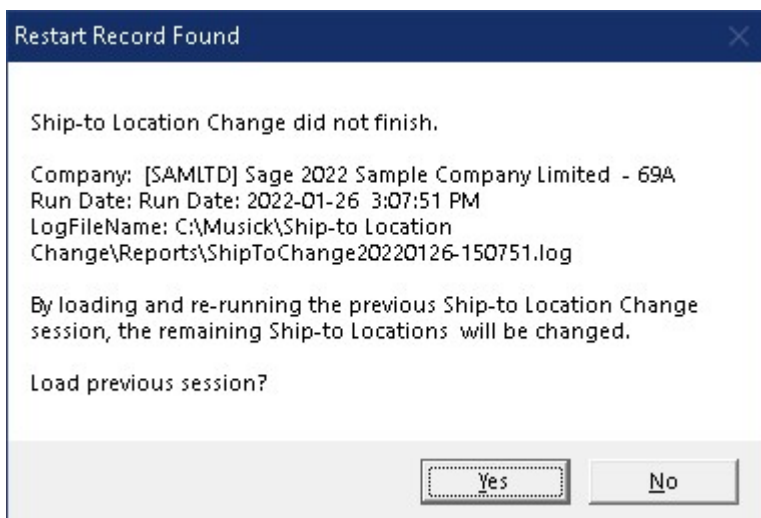>>>>>>>>>>>>>>>>>>>>>>>>>>>>><<<<<<<<<<<<<<<<<<<<<<<<<<

Canceling the Process

If you cancel the process, this screen will display:

Restart Found

When the Ship-to Location Change is canceled or interrupted, the following message will display:

It is recommended to select "Yes" to reload the previous session and complete the process. As long as no changes have been made to the database, re-running the restart information will complete the Ship-to Location Change previously in progress. Selecting "No" should only be considered if the database was restored from a backup. Otherwise, some tables in the sage 300 database have the new ship-to location codes and other tables have the original codes.

Thank You for selecting Musick International, Inc.

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