



RFMS, INC.

Services Import/Export User Guide

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Installing and Running the Programs

Downloading RFMS Services Export or Import

1. Go to www.RFMS.com.
2. Select Version 10 **Program Downloads** page.
3. Download Service Exporter or Importer

Service Exporter, v10.5.1.1 [Readme](#)
Release Date: 7/16/2009 12:00:00 AM
Last Download Date: N/A

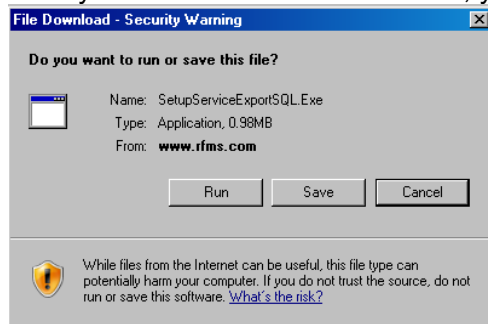
Size: 1034152
bytes



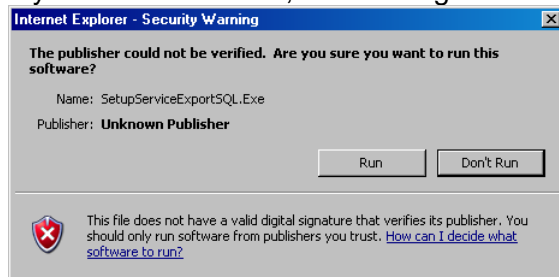
Export Services to CSV files from SQL

Installing the Software

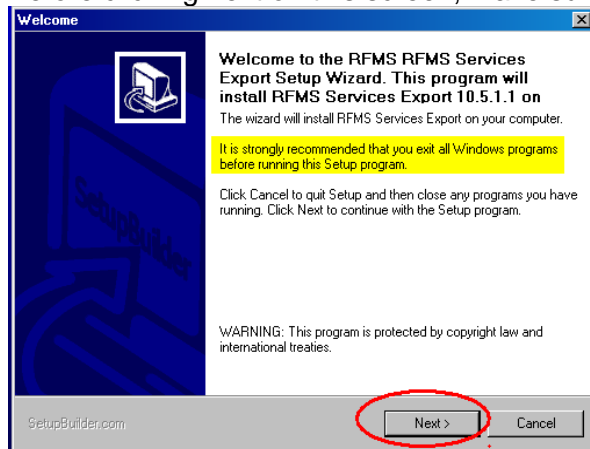
After you click the download button, you will see a screen similar to this. Click Run



If you see this screen, click run again.

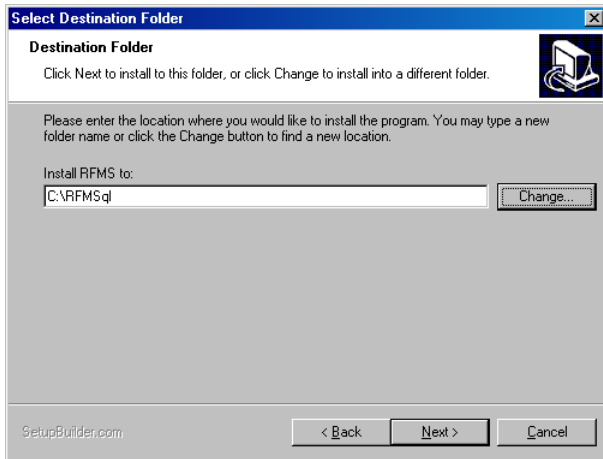


Before clicking next on this screen, make sure you have exited all Windows programs.

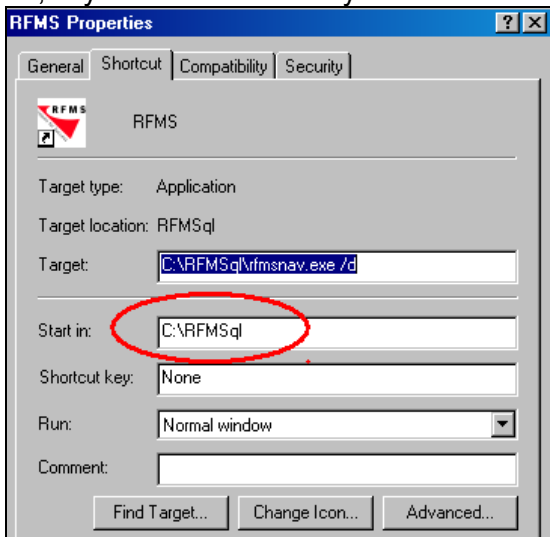


You will next be prompted for a password to download the program. Please get this from your RFMS account manager.

After this you will designate your RFMS directory as the location for installation. Click Next when you have entered the location.



If you are not sure where this is, go to your RFMS desktop icon and right click. The path listed as “Start in”, is your RFMS Directory.





You will then be shown a screen to allow you to review this setting. Click Next here.

The program will go through a progress bar as it installs. When you see the Setup Wizard Complete Screen, click on the Finish Button.

Updating the Program

While most RFMS program updates are now included in all-inclusive releases approximately every 6 weeks which will automatically update and install each piece of RFMS software that has been purchased, the Import/Export programs have separate update routines which will be listed separately as in the example screen.

Product Exporter (SQL) Ver: 10.6.1.3852 Release Date : 12/29/2010 ReadMe Last Downloaded : 9/9/2009 3:08 PM SQL Product Exporter	Size: 2156670  Download
Product Importer (SQL) Ver: 10.6.1.3852 Release Date : 12/29/2010 ReadMe Last Downloaded : SQL Product Importer	Size: 2171236  Download
Customer Export & Import SQL Ver: 10.6.1.3852 Release Date : 12/29/2010 ReadMe Last Downloaded : 12/2/2010 12:20 PM Customer Export & Import SQL	Size: 1802097  Download
Service Importer Ver: 10.6.1.3852 Release Date : 12/29/2010 ReadMe Last Downloaded : 7/20/2009 4:08 PM Import Services into SQL from CSV files	Size: 1139091  Download
Service Exporter Ver: 10.6.1.3852 Release Date : 12/29/2010 ReadMe Last Downloaded : 7/20/2009 2:49 PM Export Services to CSV files from SQL	Size: 1130501  Download

Starting the Programs

There are two ways you can start the Export program:

1. Open your RFMS directory and find the Exportservices.exe file. Double-click on this file to open the Export application.
2. Create an icon and place it on your desktop. Double-click on the icon to open the Export routine.

Exporting and Importing Services

Overview of Export/Import

The Export/Import RFMS Services feature allows you to create a data file containing selected service records that can be imported into RFMS Products on a completely different computer system. This feature is designed for users who have multiple stores with separate data files.

The Basic Process

Store One creates the export file, named ExpSvc.ZIP using the Export routine.

Store One emails or sends on diskette the ExpSvc.ZIP file to Store Two.

Store Two COPIES the ExpSvc.ZIP file into the same directory as the RFMS data files.

Store Two unzips the file, using the Import routine.

Files are now transferred from Store One to Store Two.

Export RFMS Services Screen

This screen allows you to specify exactly how and what information is exported to the transfer file. All settings on this screen will stay as set until changed.

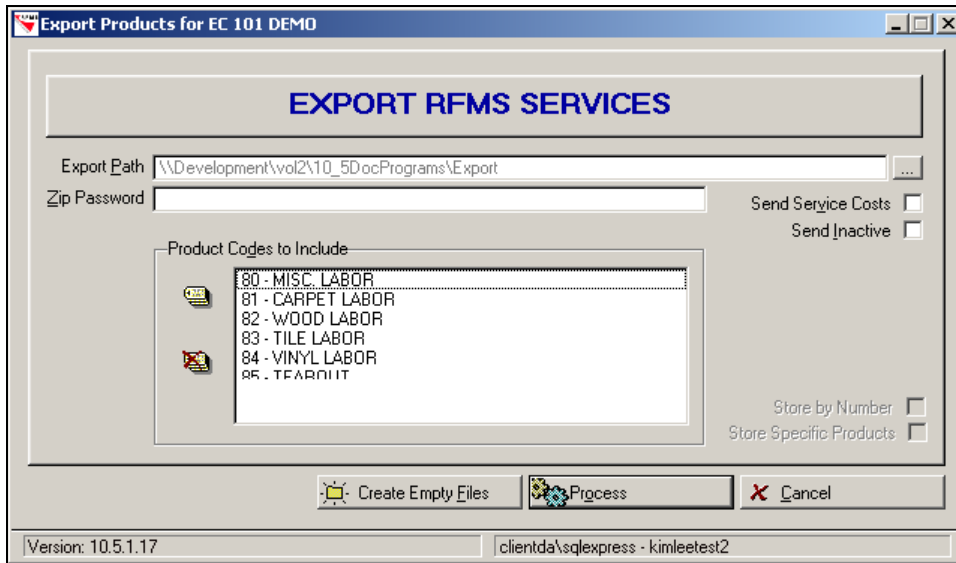


Figure: Export Screen

Export Path

The export path is where the export file will be copied. The export file is named EXPSVC.ZIP. You can't change the name of the file, only the location. To change the path, click on the ellipsis button to the right of the data field.

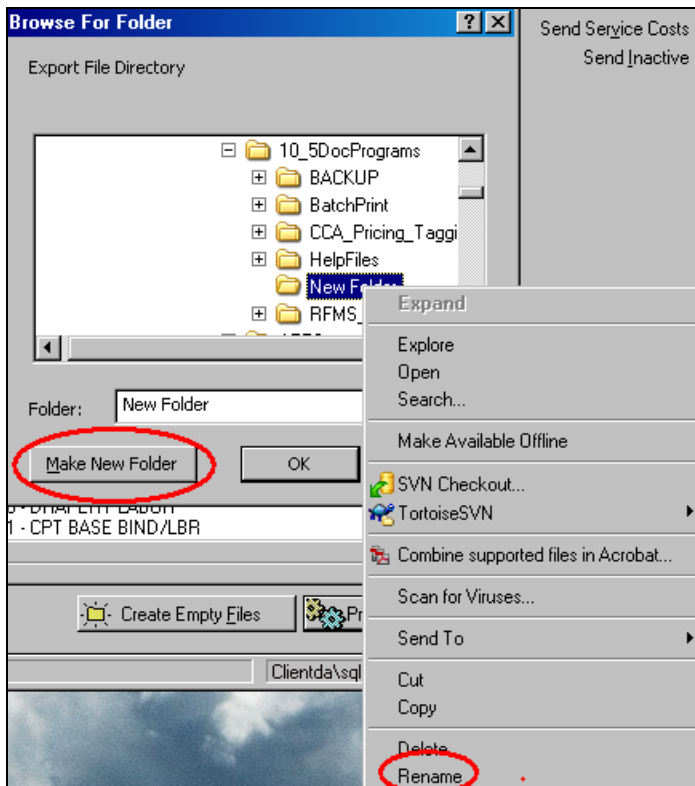


Figure: Making a New Folder

If you want to make the exported files even easier to find you can choose to make a new folder to contain the files. After you click on Make New Folder, right click on that folder then rename it.

Zip Password

The Zip Password is a security feature. Anyone that attempts to open the file EXPSVC.ZIP file, either with the RFMS Import function or some other software application, will have to enter the password that you enter in this field. The password is case sensitive.

Send Service Costs

Check this box to include the service costs.

Send Inactive

Check this box to include inactive service records.

(The next two fields are applicable only to Store Specific Product Users and will automatically be checked if applicable)

Store by Number

Store Specific Products

Product Codes to Include

You can tag all or single tag certain services to include.

Process

Click this button to create the file and close the program


Name	Size	Type	Date Modified
 ExpSvc.Zip	4 KB	Compressed (zipped)...	7/20/2009 3:01 PM

Figure: Sample Zip File

Entering Data

Please be very careful when you are inserting data into RFMS from a spreadsheet or simply copying and pasting from one program to another. Data with spaces before or after will cause issues in the system.

Create Empty Export Files or Create Import Files



This button creates empty .csv files that can be used as a "template". If you have the need to create your own data files that can be later imported or exported using RFMS Import/Export, create the empty files first to ensure that the data structure matches what the RFMS program looks for.



Empty files created are:

Services.csv Services File

Prodcost.csv Service Cost File

 SERVICES.CSV	1 KB	Microsoft Office Exc...	7/20/2009 4:01 PM
 PRODCOST.CSV	1 KB	Microsoft Office Exc...	7/20/2009 4:01 PM

When you click OK the program will close.

The fields in the Services Files with their descriptions are

Legend:

STRING(**x**) Array of characters 1 to **x** where **x** = maximum length

NUMERIC(**x**) Array of characters 1 to **x** where **x** = number of digits including decimal places, (decimal places are **not** implied), right justified.

DATE(YYYYMMDD) Array of characters (size 8)

SeqNum NUMERIC (8)

(##### - Unique number to coordinate colors & samples – **must be greater than zero**)

Product Code NUMERIC (2)

(## - corresponds to RFMS Product Codes zero or blank will import as "99")

Manufacturer STRING (80)

Supplier STRING (80)

Service STRING (80)

Service # STRING (48)

Private Supplier STRING (80)

Private Service STRING (80)

Private Service # STRING (48)

Units STRING (5)

FOB Point STRING (80)

Unit Cost	NUMERIC (10.2) {#####.##}
Input Date	DATE (YYYYMMDD) {for entire line}
Transaction Date	DATE (YYYYMMDD) {for entire line}
User Defined	STRING (15) {User Defined Info}
Status	"I" for Inactive or leave blank to default to Active
Inactive Date	DATE (YYYYMMDD) {for entire line}
SRP	NUMERIC (10.2) {#####.##} Manufacturer's Suggested Retail Price}
Load	NUMERIC (10.2) {#####.##}
Load Percent	NUMERIC (10.2) {#####.##}
Store	This field is for Store Specific Users only and should correspond to your store format as set in switches

Field Names in the Prodcost file are

ProdSeqNum	NUMERIC (8)
(Corresponds to the sequence number from the Service file above to connect the data)	
Not Used	STRING (1)
Cost	NUMERIC (10.3) {#####.###}
MinQty	NUMERIC (10.2) {#####.##}
StartDate	DATE (YYYYMMDD) {May be blank for standard pricing}
EndDate	DATE (YYYYMMDD) {May be blank for standard pricing}

Import RFMS Services Screen

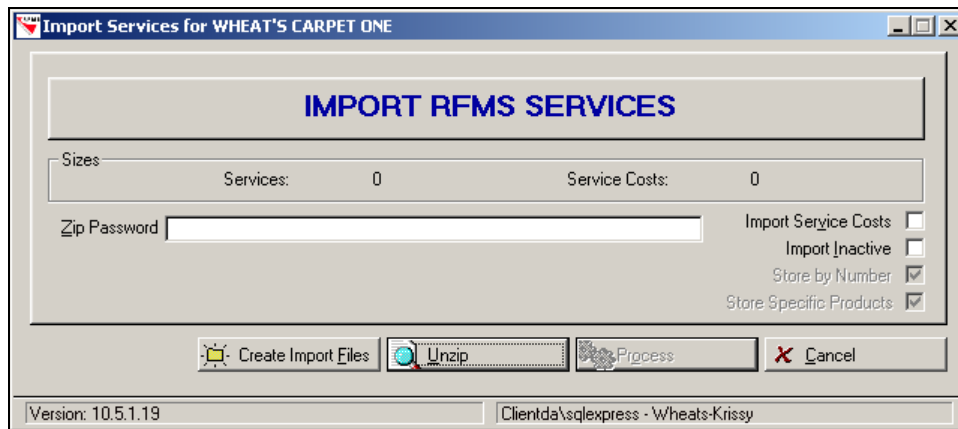


Figure Import Services Screen

Zip Password

This would be the password entered during the export process. The password is case sensitive.

Send Service Costs

Check this box to include the service costs.

Send Inactive

Check this box to include inactive service records.

(The next two fields are applicable only to Store Specific Product Users and will automatically be checked if applicable)

Store by Number

Store Specific Products

Create Import Files ([see explanation above](#))

Unzip

Clicking on this button takes you to a browse screen to find the ExpSvc.zip file. When you choose the file, you are taken back to the Import Services screen where the process button is now available.



Process

Clicking this button imports the services and costs (if you have chosen to include them) from the file.