



# DSD Business Systems

Sage 100 Enhancements

IMLS

Lot/Serial Traceability

Version 7.00



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Lot/Serial Traceability User's Manual  
Version 7.00

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## Section A: Introduction

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This manual contains a description and instructions for this DSD product. Operating instructions are included for the features added by this product to Sage 100. For instructions on using Sage 100, refer to the appropriate Sage 100 manual, or call your Sage 100 reseller. DSD Business Systems offers excellent Sage 100 support, at an hourly rate.

### Web Resources

DSD web site: <http://www.dsdinc.com>

The Enhancement page contains:

- Current Release Schedule*
- Purchasing Information*
- Installation Instructions*
- Product Support*
- Enhancement Links*

IMLS Lot/Serial Traceability:

<http://www.dsdinc.com/enh/pages/IMLS.htm>

The product web page contains:

- Product Description*
- Web Links*
- Current Product Version Table*
- Product Installation File Download*
- Product Manual in .pdf Format*
- Revision History*
- FAQ*

### Support

DSD provides product support through Sage 100 resellers. Support is provided for the current version. Older versions are supported at an hourly rate. DSD's telephone number is **858-550-5900**. Fax: **858-550-4900**.

For a hard error, where the program displays an error dialog, report:

- Error number.*
- Program name.*
- Line number.*
- Program version.*

*Exact sequence that caused the error, including menus and menu selections.  
Other pertinent information.*

If leaving a message or faxing, please include:

*Your name.*

*Your phone number (and fax if applicable) and extension.*

It is possible to be unable to duplicate a problem, because of data corruption or because we have not exactly duplicated a particular operating environment. In such circumstances, we can only continue to try to fix the problem if we can either access the system with Symantec PCAnywhere or by some other means access or duplicate the system.

### ***Lot/Serial Traceability Features***

**IMLS Lot/Serial Traceability** adds the ability to track lot and serial number components and which parent items they were produced into from Bill of Materials Production Entry. You are then able to trace these items through to which S/O Invoice they were shipped on. This is particularly useful in situations where there is a product recall on an item and you need to determine where those items were shipped.

**Note:** DSD's Multi-Bin Module or BMPD (Production Lot/Serial Distribution) is required for this enhancement.

*Bill of Materials Production History must be enabled for this enhancement to function properly.*

## Section B: Getting Started



- **If you reinstall or upgrade one of the Sage 100 modules listed in the following table, you must also reinstall this Enhancement.**
- Enhancements from different Sage Developers are generally not designed to work together. If installed together, problems are likely to occur.
- **Check with DSD before installing more than one Enhancement.**

### Required Levels

Sage 100 Module	Module Required	Required Level
I/M	Y	7.00
B/M	Y	7.00
M/B	N	7.00

### Installation

1. **Back-up:** Exit all Sage 100 sessions. Back-up existing Sage 100 data.
2. **Check Levels:** Sage 100 module levels **must match** those listed above.
3. **Run Enhancement Setup Program:** Save the executable installation program (sent to you or downloaded from our website) in a convenient location on the Sage 100 server. Launch the program from Windows Explorer or by selecting Start/Run, and then browse for the file in the location you saved it. Follow on-screen instructions.
4. **Send your Sage Serial Number to your DSD Representative:** Send your Sage Serial Number to your DSD representative in order for us to send you back the encrypted keys to unlock your system. This serial number can be found in Library Master\Setup\System Configuration, Tab 3. Registration as Serial Number.
5. **Re-Start Sage 100:** Sage 100 will be updated.
6. **Unlock the Enhancement:** DSD Enhancements must be unlocked to run. When any part of the Enhancement is run for the first time, the **DSD Enhancement License Agreement and Activation** window will appear. Follow the steps shown on that window. *You can click the Help button for more detailed instructions.*

**Note:** On the next page is a screenshot of the DSD Enhancement License Agreement and Activation window.

After accepting the License Agreement, you can then select the type of unlocking that you'd prefer. The choices are File, Web, Demo and Manual Entry.

**File Unlock:** After receiving your encrypted serial number key file from DSD, and placing that file in the MAS90/SOA directory, selecting this option will unlock all products keys contained in the file. This means you can unlock all enhancements at once using this option.

**Web Unlock:** If the system that is running the DSD Enhancement *has web access* and you *have sent DSD your Sage Serial number*, you can unlock the Enhancement without assistance using Web Unlock. When this option is selected, the program will attempt to download encrypted serial number key file from DSD *and then proceed to unlock all enhancements contained in the file*.

- *The Sage 100 system that is being used must have web access for this option to be effective.*
- *You can send your Sage Serial Number to your DSD Enhancements sales representative.*

**Demo Unlock:** If a Demo mode is available for the Enhancement you're running, you will be able to Demo unlock the product without assistance from DSD for demo purposes.

- *Creating a Demo Unlock is a good way to temporarily unlock DSD Enhancements off-hours, if you do not have web or email access. Later, you can unlock the product fully, during business hours.*

**Manual Entry Unlock:** If you want to unlock a single enhancement using a single encrypted key, you can select this option and enter the 64 character key you receive from DSD by copy and paste.

**Note:** You can also unlock a DSD Enhancement through the [DSD Enhancement Control Panel](#) found on the Library Master Utilities Menu. Then, select the Enhancement with your mouse from the list of Enhancements and click the **Unlock Product** button on the right side of the window.

- Convert Data:** After unlocking, the DSD Conversion Wizard will appear. Follow on-screen instructions to complete data conversion. *You can exit the conversion program without converting data. The Enhancement will not proceed, however, until data is converted. If you enter an enhanced program and data has not been converted, the conversion program will run again.*

**DSD Enhancement License Agreement and Activation**

**License Agreement**

YOU MUST READ THIS AGREEMENT COMPLETELY AND AGREE BEFORE PROCEEDING. SCROLL THROUGH THIS AGREEMENT USING THE SLIDER CONTROL.

IMPORTANT: THIS SOFTWARE IS LICENSED BY DSD BUSINESS SYSTEMS, INC. TO CUSTOMERS FOR THEIR USE ONLY IN ACCORDANCE WITH THE TERMS SET FORTH IN THIS CUSTOMER LICENSE AGREEMENT. OPENING OR USING THIS PACKAGE CONSTITUTES ACCEPTANCE OF THESE TERMS. IF THE TERMS OF THIS LICENSE ARE NOT ACCEPTABLE, THE CUSTOMER MAY OBTAIN A FULL REFUND OF ANY MONEY PAID IF THIS UNUSED, UNOPENED PACKAGE IS RETURNED WITHIN TEN (10) DAYS TO THE DEALER FROM WHICH IT WAS ACQUIRED.

**1 Agree to License Agreement**  
☒ Agree ☐ Disagree

**2 Select Unlocking Type**  
☐ Web ☐ File  
☐ Demo ☒ Manual Entry

**3 Call DSD at 858-550-5900**  
 Have this information ready: End User Name: DSD Business Systems  
 Serial Number: 0555188

**4 Enter the following from DSD**  
 Activation Key:   
 Click to Unlock:

DSD ABX 12/30/2016

**sage DSD Conversion Wizard: Step One, Introduction**

**DSD BUSINESS SYSTEMS**

This company's data needs to be converted.  
 This program will perform the conversion.



### DSD Enhancement Control Panel

Starting with version 3.61, all DSD Enhancement products include DSD's Enhancement Control Panel. The **DSD Enhancement Control Panel is accessed from the Library Master Utilities menu.**

The DSD Enhancement Control Panel is a simple to use yet powerful system to help maintain DSD Enhancements installed on a Sage 100 system. To use it, select an Enhancement product from the list on the window and then click the button, on the right side of the window, which corresponds with the desired task.

**View Manual:** This button will display the product manual for the selected Enhancement using Adobe Acrobat. For this to be possible, the PDF file for the corresponding manual must be in the "MAS90/PDF" folder in the Sage 100 system. If the file is not present, and the system has web access, the correct PDF file will be automatically downloaded from the DSD website, put into the "MAS90/PDF" folder and then displayed.

**Check the Web for Updates:** This button will check the DSD website to see what the current build is the selected Enhancement and alert the user if a later version is available. *This requires an internet connection on the Sage 100 system.*

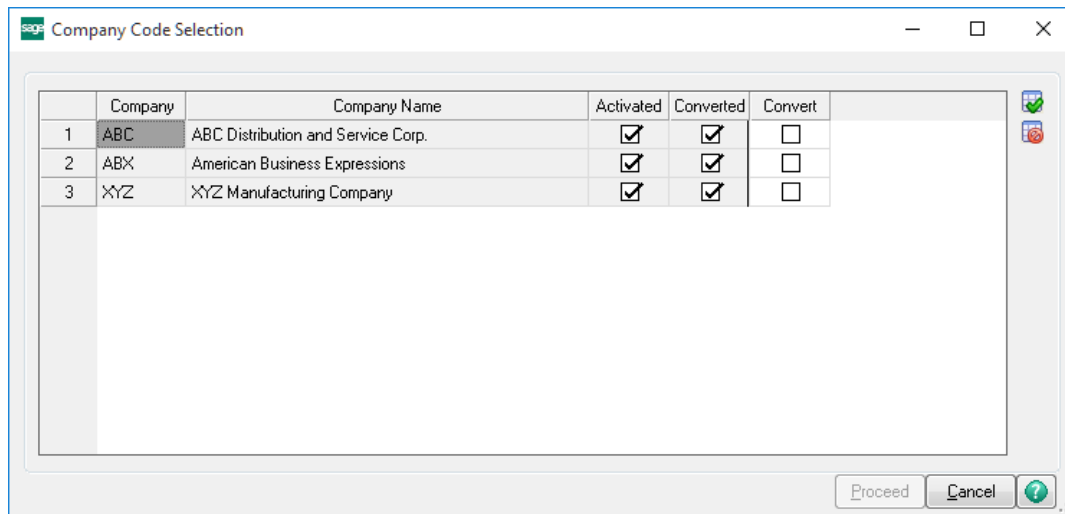
**Unlock Product:** This will cause the DSD Enhancement License Agreement and Activation window to appear. Using this window is described on the previous page. *This button is disabled if the selected Enhancement is already unlocked or if unlocking is not required.*

**Unlock All Products:** This will cause the DSD Enhancement All License Agreement and Activation window to appear. This window is similar to the one described on the previous page, but has only web and file as options to unlock. *This button is never disabled.*

**Convert Data:** After verification, the selected Enhancement's data conversion program will run. Data conversion is non-destructive, and may be triggered any number of times. Sometimes this is required to fix data records imported or updated from a non-enhancement installation.



**Multi-Convert Data:** Multiple Companies can be converted at the same time for a given Enhancement. *(If you have a large number of Companies to convert, please do in batches of 20 or fewer due to memory limitations.)*



**Help:** The Help button, located at the bottom right of the window, opens an HTML help file.

**Get Adobe Acrobat:** Opens the Adobe Acrobat website to the page where Acrobat can be downloaded and installed.

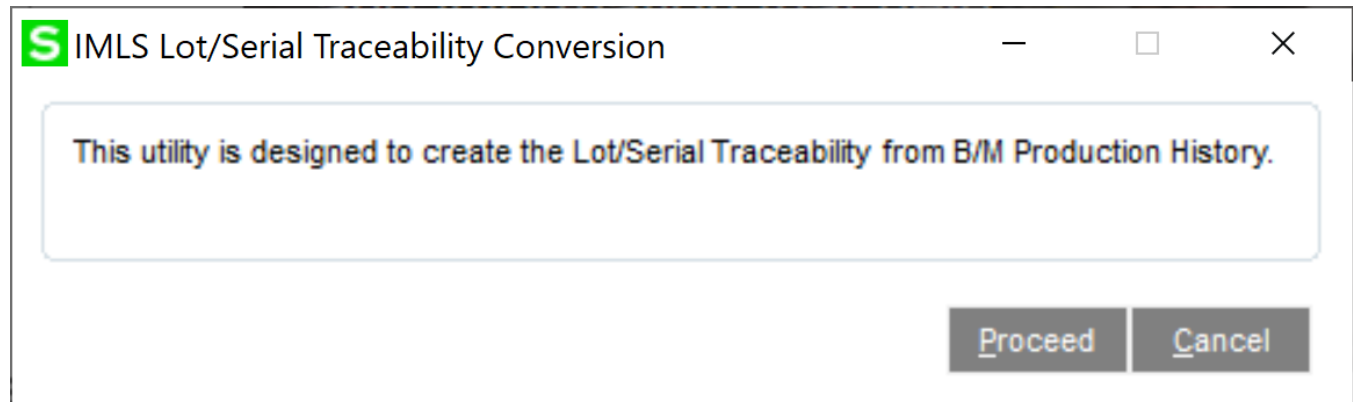
**Uninstall Enhancement** If this option is available, then selecting this button will start the un-install process, removing the enhancement from the system. (for more information see [Uninstall DSD Enhancements](#))

## Section C: Setup

### Create Lot Serial Traceability History

The **Create Lot Serial Traceability History** utility has been added to the B/M Utilities Menu.

Select the **Proceed** button to run the utility.



The B/M Production History files will be read produce the **Lot Serial Traceability History**. Only the following combinations will be updated to history:

1. Single Lot/Serial Number Parent and Single/Multiple Lot/Serial Number Component
2. Multiple Lot/Serial Number Parent and Single Lot/Serial Number Component

The following combinations cannot be written to history, as there is no determination as to what component lot/serial number was used in each parent lot/serial number.

1. Multiple Lot/Serial Number Parent and Multiple Lot/**Serial** Number Components

The B/M Production History files that are written to is: BM234\_MLS\_ProdHistTraceability.

## Section D: System Operations

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### *Bill of Materials Production Entry*

With Lot/Serial Traceability installed and Bill of Materials Production History enabled, Lot/Serial Traceability History records will be created for any production entry which contains lot or serial numbers.

If the Quantity entered on the Header Tab is 1, then **no Traceability data entry** is needed, and Lot/Serial Traceability History records are created automatically.

If the Quantity entered on the Header Tab is greater than 1, and each Lot/Serial Component Line only has distribution to a single Lot/Serial record, then **no Traceability data entry** is needed, and Lot/Serial Traceability History records are created automatically.

If the Quantity entered on the Header Tab is greater than 1, and one or more Lot/Serial Component Lines have distribution to a multiple Lot/Serial records, then 'Traceability' distribution is required to denote which component went to each parent. After entering in all Header and Lines information on the Product Entry, select the 'Traceability' button on the Header. Select each component lot/serial number, choose the appropriate parent which the component was produced into, and enter the quantity used for that Parent Lot/Serial Item.

**Production Entry (CSH) 11/16/2016**

Production Number: 0000009    Batch: 00006    Defaults...

1. Header    2. Lines

Production Date: 11/4/2016    Traceability    Distribute...

Bill Number: 2480-8-50    DESK FILE 8" CAP 50

Bill Type: Standard

Quantity: 30.00    Unit of Measure: EACH    Effective Date: 11/4/2016

Parent Warehouse: 000    Component Warehouse: 000    Explode: ☒

**Lot/Serial Traceability**

	Line No	Component Item Code	Component Lot/Serial No	Parent Lot/Serial No	Quantity
1	000002	2568-3-25	JAN10	10210	30.00
2	000002	2568-3-25	MAR10	15623	30.00
3					.00

OK    Cancel    ?

Accept    Cancel    Delete    ?

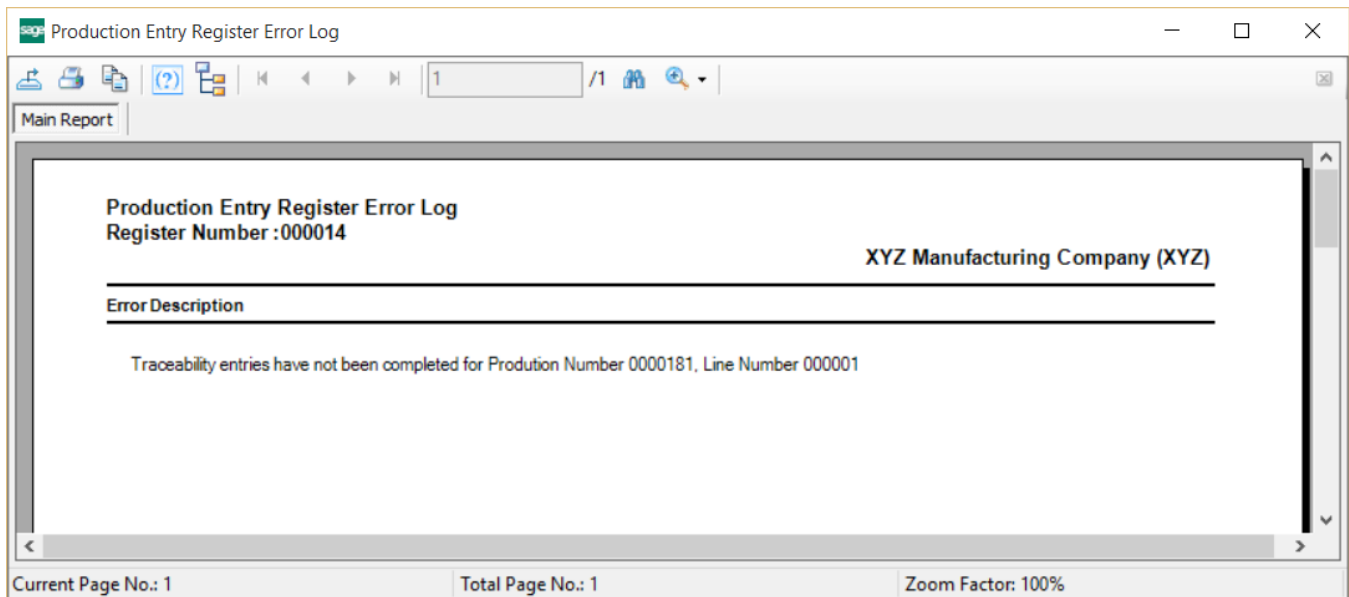
### Bill of Materials Production Register

The Bill of Materials Production Register has been enhanced to detect if Traceability records have not been completed / properly entered on each data entry that requires it. After the register is printed, if this detection finds that Traceability records have not been completed / properly entered, the user will be prompted to print an Error Log.

**Sage 100**

Errors have been encountered. For more information, see FAQs and Troubleshooting in the Help System. Do you want to print an Error Log?

Yes    No



### ***Bill of Materials Production Register Update***

The Bill of Materials Production Register Updates has been enhanced to update the Traceability History file with the component & parent Lot Serial Information. This history information is used in the new Lot/Serial Traceability Report.

## Lot/Serial Traceability Report

This new report has been added to the I/M Reports Menu.

**Lot Serial Traceability Report (XYZ) 11/16/2016**

Report Setting: **STANDARD**

Description: **Lot Serial Traceability Report**

Setting Options:

- Type: **Public**
- Print Report Settings: ☐
- Number of Copies: **1**
- Default Report: ☒
- Three Hole Punch: ☐
- Collated: ☒

Lot/Serial Number: **L123**

Component Item Code: **CPU86-89088-20**

HP OfficeJet 4650 series (Network)

Keep Window Open After: **Print** ☐ **Preview** ☒ **Setup**

The user must enter a Lot/Serial Number and associated Item Number. An ALE Lookup is available on each field.

The following is a sample of the report:

**Lot Serial Traceability Report**

XYZ Manufacturing Company (XYZ)

Lot/Serial Number: L123      Item Code: CPU86-89088-20      80486 CHIP 75 MHZ ZERO WAIT

Component P/O Receipts				Quantity	Unit Cost	Extension
Receipt Date	Whse	Receipt No	PO Number	Vendor Number		
10/26/2016	000	G09512	0095084	COMROO	20.00	277.330
Component S/O Sales				Quantity	Unit Price	Extension
Invoice Date	Whse	Invoice No	SO Number	Customer Number		
10/26/2016	000	0000030		CARTER	2.00	554.66
Production Entries				Quantity	Unit Cost	Extension
Prod. Date	Whse	Prod. No.	Parent Whse	Parent Item Code	Parent Lot/Serial Number	
10/26/2016	000	0000178	000	BOARD-004230-33	S12346	2.00
10/26/2016	000	0000179	000	BOARD-004230-33	SS1	0.00
Parent S/O Sales				Quantity	Unit Price	Extension
Invoice Date	Whse	Invoice No	SO Number	Parent Item Code	Parent Lot/Serial Number	
10/26/2016	000	0000030		BOARD-004230-33	SS1	1.00
						2,509.30

Current Page No.: 1      Total Page No.: 1      Zoom Factor: 100%

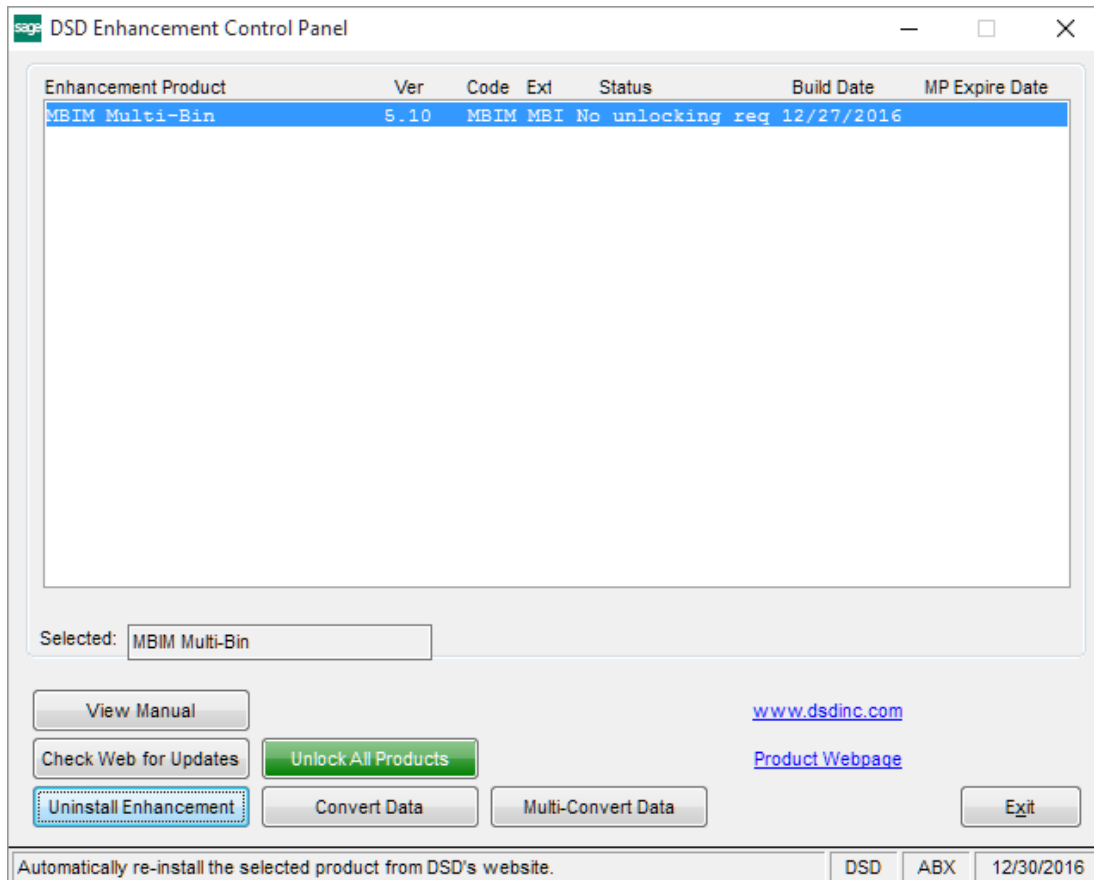
There are 6 sections to this report:

1. **Component P/O Receipts** – this section shows any P/O Receipts for that specific Lot/Serial Number, including the original PO and Vendor Number.
2. **Component S/O Sales** – this section shows any S/O Invoices for that specific Lot/Serial Number, including the original Sales Order Number and Customer Number. This information is from sales of the component itself to a customer.
3. **Production Entries** – this section shows the Traceability information obtained during the B/M Production Update. Included in this section is the Parent Lot Serial Number that that component was produced into.
4. **Parent P/O Sales** - this section shows any S/O Invoices for that all **Parent** Lot/Serial Numbers that that component was produced into, including the original Sales Order Number and Invoice Number.
5. **Component P/O Returns** – this section shows any P/O Returns for that specific Lot/Serial Number, including the original PO and Vendor Number.
6. **Component I/M Transactions** – this section shows any I/M Transactions for that specific Lot/Serial Number, including the Transaction Type.

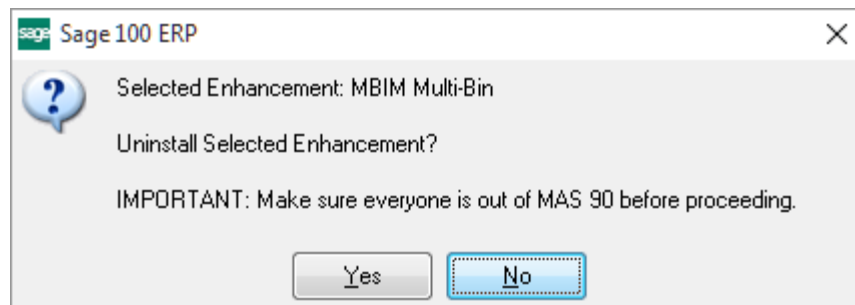


## Section E: Uninstall DSD Enhancements

A DSD Enhancements Uninstall Utility has been provided for the purposes of removing DSD Enhancements from your Sage 100 System. This utility may be accessed from the **DSD Enhancement Control Panel** menu option on the **Library Master / Utilities** menu.

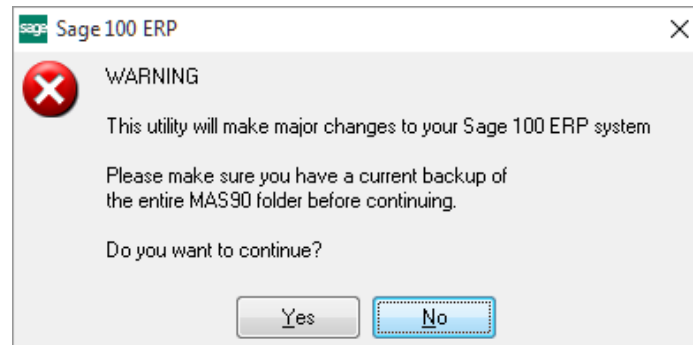


When accessing the **DSD Enhancement Control**, select the enhancement that you wish to Uninstall, and then select the **Uninstall Enhancement** button. The following message box will appear:



Select **No** to exit the Uninstall Process.  
Select **Yes** to continue with the Uninstall Process.

The following message box will appear, to remind you that a complete backup of your entire Sage 100 system should be completed prior to uninstalling a DSD product.



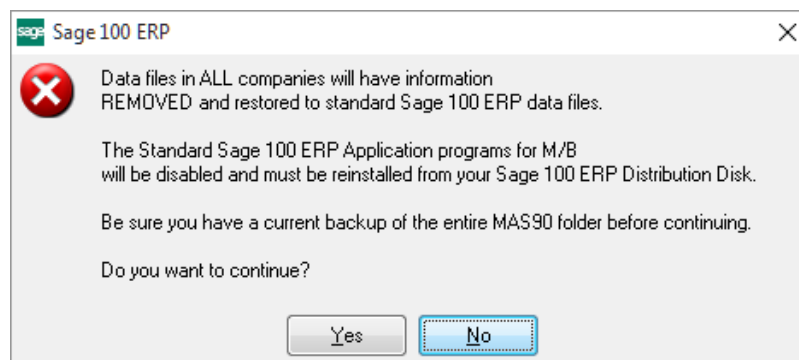
Select **No** to exit the Uninstall Process.  
Select **Yes** to continue with the Uninstall Process.

**After the Uninstall of the DSD Enhancement, you MUST reinstall certain standard Sage 100 modules, followed by reinstallation of Product Updates and Hot Fixes, if applicable.**

A message box will appear, and will display which of those specific Sage 100 modules you must reinstall afterwards.

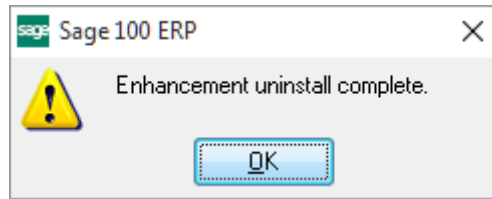
Select **No** to exit the Uninstall Process.  
Select **Yes** to continue with the Uninstall Process.

The following message box will appear, displaying the final warning message.



Select **No** to exit the Uninstall Process.  
Select **Yes** to continue with the Uninstall Process. At this point, the DSD Enhancement will be removed from the Sage 100 system.

After completion of the Uninstall, the following message box will appear. Select OK to continue.



Now that the Uninstall process is completed, you must:

- Reinstall the applicable standard Sage 100 modules
- Reinstall the latest Sage 100 Service Pack/Updates, if applicable.
- Reinstall any other DSD Enhancements or Developer products that are affected from the reinstallation of the standard Sage 100 module(s).