

HOW TO CHANGE PRINT SEQUENCE OF PROMPT Business System, Order Processing INVOICE LINES at Grocery Wholesale Customers

The sequence of invoice line print is controlled by index 1 of OPORDFLE. It is very important to understand that this is the invoice line file and the file contains a lot of records. Changing the index of this file means the file is not available for use until the index has been modified and the file re-indexed. The re-index can take some time therefore this procedure should only be done at the end of a day so the index will have time to rebuild after business hours.

To change the index specifications to print in sequence by Group, then Class within Group then Alphabet description within group (using the first letter of the description field) do this:

Go to **PD** and select option **FF** then select option **C**

The Input FFD file is: (**BSOP.OPORDFLE.FFD**)

The input directory path is:
(**BSOP.DIRECTORY**)

The Output FFD file is: (*)

The Output directory path is:
(*)

After you press enter, select option **I** – Index definition

The press **F3** twice to get to index 1

Change index 1 to look like this:

Index id: (**1**)

Key Field 1 - (**2**) ODKEY2 - CO#+ORD# Key
(**51**) ODGROUP - Product Group Code
(**52**) ODCLASS - Product Class Code
(**54**) ODDESCPR - IF “ “ Prompt for Desc

After these changes press **F4** to save the changes

Next press **F7** then enter **S** to save the changes to the index specification

To re-index the file, follow the procedure on the next page:

From the **PD** menu select **BKU** then **ROL** then **OPF** then **F7**
Next select option **AI**

Enter SDNAME Defining Data File & FFD: **OPORDFLE** (press enter)

Enter Alternate Index Number (0-ALL): **1** (press enter)

After you press enter you must not get any error messages.
The above information will remain on the screen during the re-index. You can
leave it running at night without any concern.

When you arrive in the morning test the change by reprinting an invoice
previously printed before the index was changed.