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Inventory Price Updating – Table Pricing (Price Matrix)  
AV #611

**About:**

The Price Table Method is used when you wish to be able to update your inventory pricing based on a price matrix. You can then run the price change routine for a range of items or assign specific price tables to specific inventory items and run the price change routine to only affect those certain items.

**How To Set Up A Price Table:**

1. Click on **Views → Administration & Utilities**
2. Click on **Inventory → Utilities → Price Tables Add/Edit/Delete** (legacy blue screen will launch)
3. Key in your Table code and then **<enter>**. This can be 2 or 3 digits, letters or numbers. For example, if you want to create a number of tables for different items in your system, you will want the code to be more specific, like MIC for your Michelin tires, instead of a more generic code of TIR.
4. Key in the **Description** for this table and **<enter>**.
5. Select the Cost figure you want to base the pricing on – **A** for Average Cost, **L** for Last Receipt Cost, **C** for Dealer Based used as Cost, **P** Dealer Based used as Price.
6. At **Include FET (Federal Excise Tax) In Base?** key in an **N** for **No** or a **Y** for **Yes**, depending what you want.
7. In the 1<sup>st</sup> column, key in your cost range to base your first price on. It will be \$0 through a max cost amount for this selling price to calculate on, for example \$0 through \$59.99.
8. **<Enter>** to the 2<sup>nd</sup> column, **GP%, MARKUP or DOLLAR ADDER** to key in your markup amount. Any figure keyed in above 1.99 is considered a “Dollar Adder”. Any figure between 1.00 and 1.99 is Markup %. Any figure between .99 and .01 is GP%.

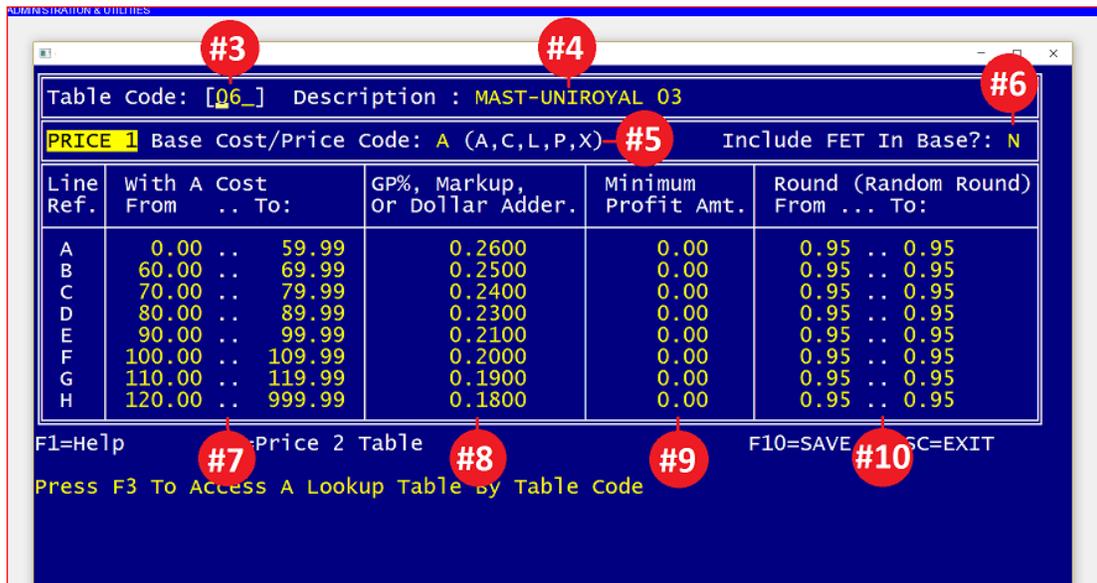
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9. The 3<sup>rd</sup> column is used to assign a **Minimum Profit Amount**. This would be to ensure you are making a set base profit, for example, at least \$12 per sale. If your regular markup doesn't get the item's selling price to the minimum amount, the system will disregard the markup amount and use the **Minimum Profit Amount**, instead. This column entry is a Dollar amount entry.
  
10. The last column is used for Cents Rounding. If you want your prices to always round to .95 or .99 cents, etc. (which we highly recommend), you will put your cents rounding figure here. For example, if you always want to round to .95, you will key in .95 through .95.
  
11. You do not have to use every line and set up 8 different price levels. You can set up as few as you need or use them all. To **Save** your new table, hit the **F10** function key at the top of your keyboard:



**To assign A Specific Table Code To An Inventory Item:**

Note: If you have a large number of inventory items you wish to assign codes to, please contact Tech Support for further assistance.

1. Click on **Views** → **Administration & Utilities**.
  
2. Click on **Inventory** → **Inventory Add/Edit/Delete**.

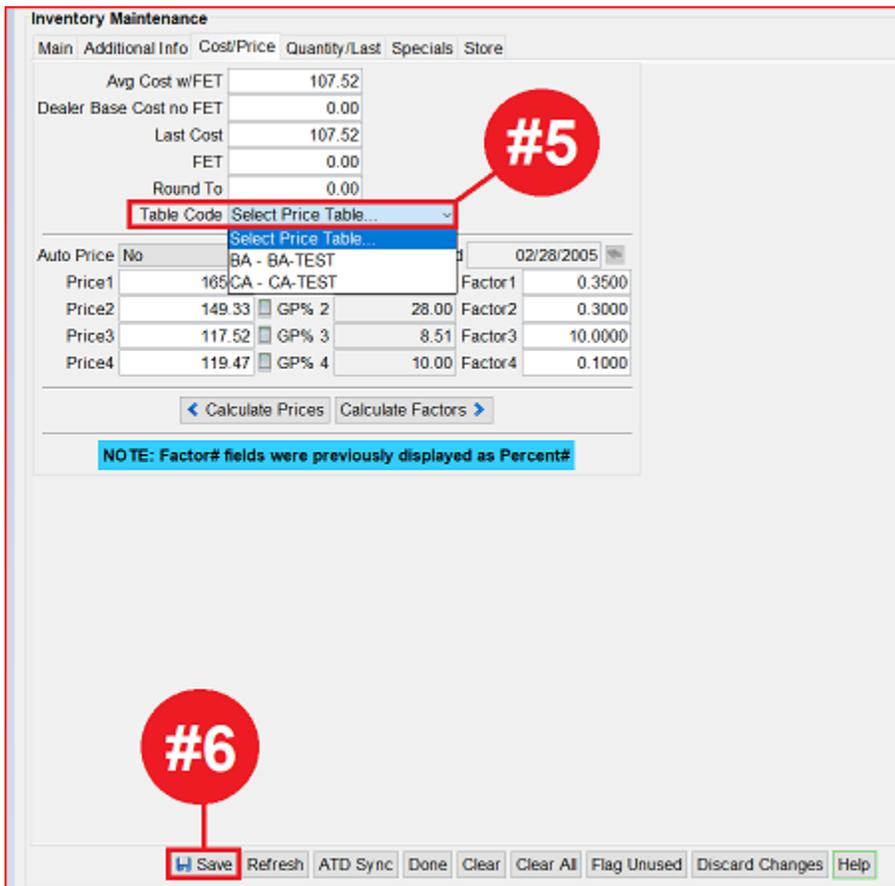
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3. On the **Inventory Add/Edit/Delete** screen (shown below), key in the Product # of the item you wish to edit into the Product # field and **<enter>**. If you don't know the product number offhand, you can use the highlighted size or rawsize fields to look up your item.
4. Click on the **Cost/Price** tab.
5. On the **Cost/Price** tab (shown below), select the **Table Code** you wish to assign to this item from the drop-down menu.
6. Click on **Save** at the bottom:



**Inventory Maintenance**

Main Additional Info Cost/Price Quantity/Last Specials Store

Avg Cost w/FET 107.52  
 Dealer Base Cost no FET 0.00  
 Last Cost 107.52  
 FET 0.00  
 Round To 0.00

Table Code Select Price Table... **#5**

| Auto Price | No     | Select Price Table... |         | 02/28/2005 |
|------------|--------|-----------------------|---------|------------|
| Price1     | 165    | CA - CA-TEST          | Factor1 | 0.3500     |
| Price2     | 149.33 | GP% 2                 | Factor2 | 0.3000     |
| Price3     | 117.52 | GP% 3                 | Factor3 | 10.0000    |
| Price4     | 119.47 | GP% 4                 | Factor4 | 0.1000     |

< Calculate Prices Calculate Factors >

**NOTE: Factor# fields were previously displayed as Percent#**

**#6**

Save Refresh ATD Sync Done Clear Clear All Flag Unused Discard Changes Help

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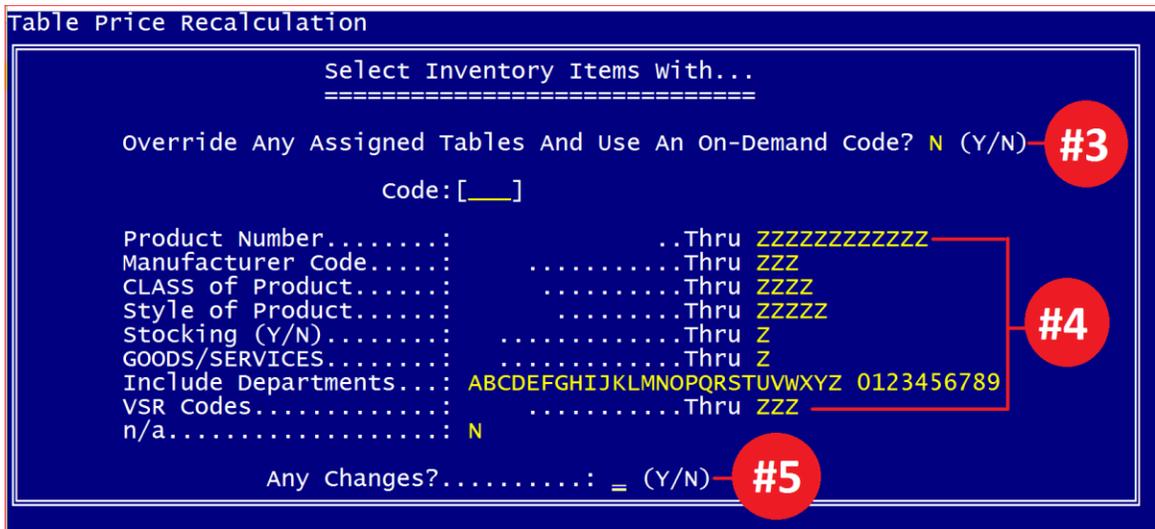
### To Change Inventory Prices Using Price Tables:

You have 2 options. 1<sup>st</sup>, you can run it just for items that are already assigned a table code via Inventory Add/Edit/Delete. Or, option #2 will allow you to select a table code, then select which items to change prices for using this code.

**Option #1 – Change Prices Using Assigned Table Codes:**

Note – Running the price change routine using this method will change the prices for all items that have been assigned a Table Price Code.

1. Click on **Views** → **Administration & Utilities**.
2. Click on **Inventory** → **Utilities** → **Price Changes Using Tables** (legacy blue screen will launch).
3. On the **Table Price Recalculation** selection screen (shown below), at **Override Any Assigned Tables And Use An On-Demand Code?** hit <enter> on the N.
4. <Enter> through all selections unless you wish to narrow down further which items you wish to run the routine for.
5. At **Any Changes?** type an **N** for No:



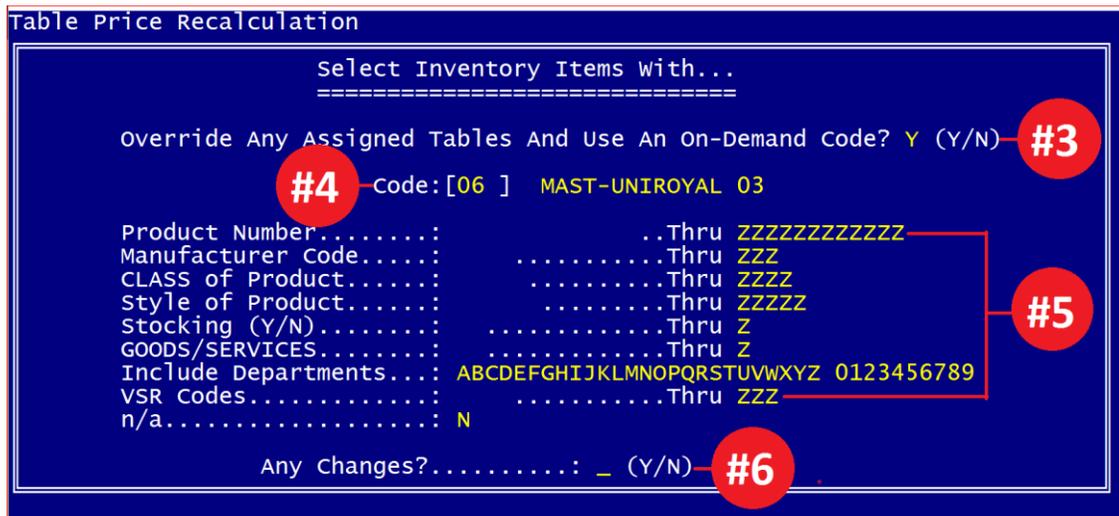
6. At **Override Any Assigned Tables And Use An On-Demand Code?** type a **Y** for YES and the price change routine will run. When it has completed, it will automatically close the blue screen program.

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**Option #2 – Change Prices Using A Specific Table Code:**

Note – Running the price change routine using this method will change the prices for all items unless you narrow down your selection on the Table Price Recalculation screen.

1. Click on **Views** → **Administration & Utilities**.
2. Click on **Inventory** → **Utilities** → **Price Changes Using Tables** (legacy blue screen will launch).
3. On the Table Price Recalculation screen (shown below), at **Override Any Assigned Tables And Use An On-Demand Code?** type a **Y** for YES.
4. In the **Code** brackets, type the code you wish to use and **<enter>**.
5. **<Enter>** down through the selection screen. If you wish to make any selections to narrow down the items you will be updating, make your edits here, making sure your **CAPS LOCK** is ON.
6. At **Any Changes?** type an **N** for NO:



7. At **Do You Want To Enter Dollar Off – Minimum Profits?** type an **N** for NO. The price change routine will then run and update all prices.

Note: Users need password permission to access this routine (AUXMENU=I). If you need to allow a user access to this routine, please contact your system administrator.