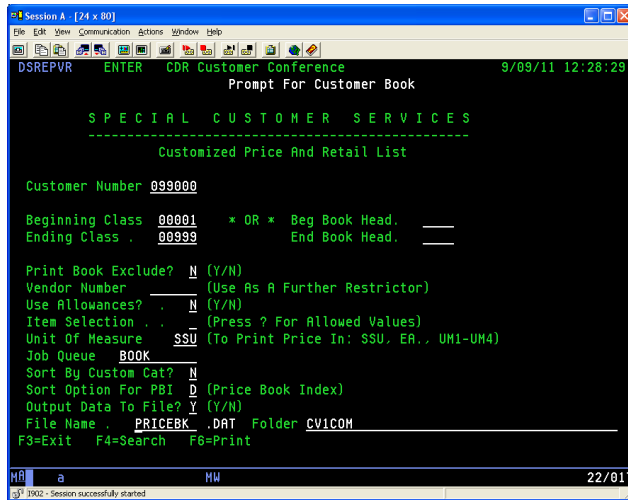_____

Overview

The Price/Retail Book is designed to be used to get a Price/Retail book created in DAC into Excel quickly and with all the formatting needed to print it with page headings. First you'll need to run the "Price Retail List" in DAC, the next section describes how to run it and what settings to set. Next, you run the Price/Retail Book in DAC Office. Enter "0" in the "Rows to Display" box to bring back all the data in the grid. Click the Import button to review the data in the grid.

Price Retail List

From the DAC main menu, select

- 6- Reports
- 1-Customer Reports
- 20-Special Customer Reports
- 1-Price Retail List

Enter a customer number and sales class range, etc. Verify that your "Output Data to File?" is "Y", the "File Name" is "PRICEBK" and the folder is "CV1COM". Press F6 to run the report. After the report is submitted to the Job Queue you can exit DAC and return to DAC Office.

Exported Report

Click the Import button to pull the data into the grid and click the Export button to push the data into Excel. The nice part about it is the page heading should already be set up and the report is ready to print, export to PDF and/or email as needed.