

Repair Task SKU Wizard

Overview

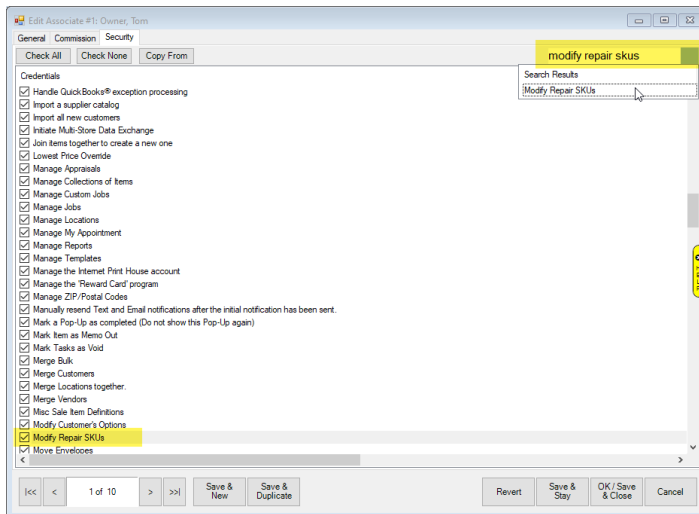
The **Repair Task SKU Wizard** supports exporting and importing Repair SKU changes with Microsoft Excel, with the additional convenience of modifying Repair SKUs directly within the Wizard upon import. It can also be used to conveniently update pricing and details **for many Repair SKUs at once** from directly within the Wizard without needing to export and import back into Edge.

Permissions

Modifying pricing and details for Repair SKUs using the **Repair Task SKU Wizard** requires an **Associate Permission** to gain access to this feature.

To assign the permission:

1. Click **Administrative > Associates > Associates List**.
2. Select the **associate** who is to be assigned the permission.
3. Click the **Security** tab.
4. Use the search window and type **Modify Repair SKUs** to locate the permission then **check** the box and click **OK/Save & Close** to apply the permission.



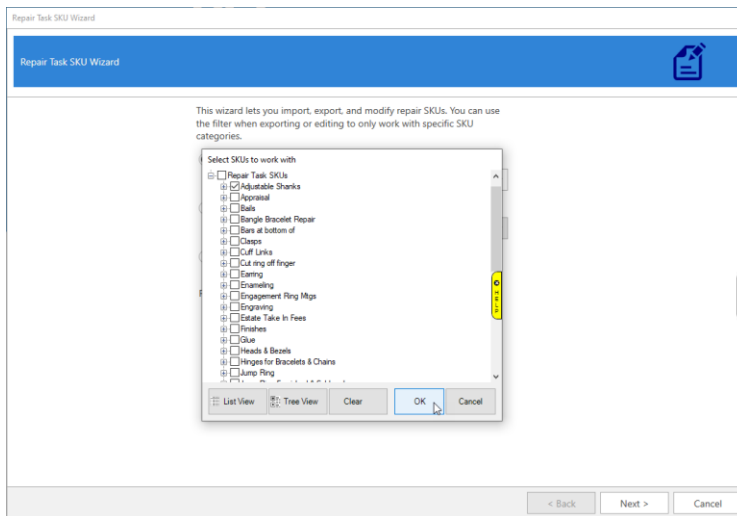
Exporting

Repair SKUs can be exported to Microsoft Excel. Pricing and details can then be updated via Excel and the changes can be imported back into The Edge.

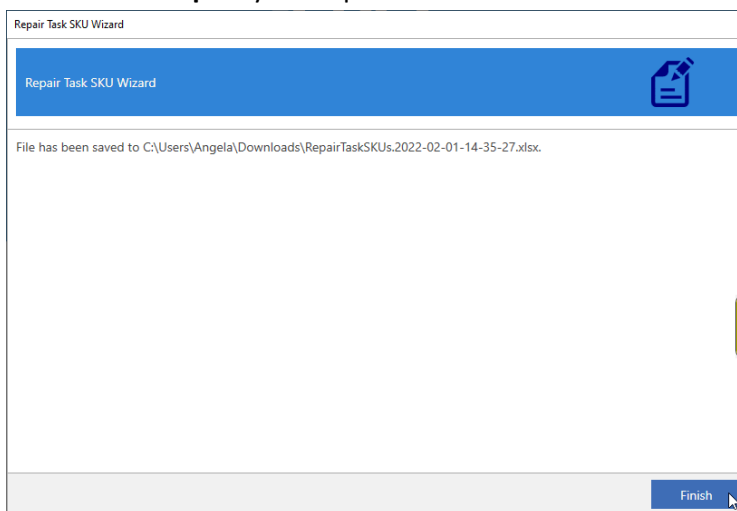
To export Repair SKUs:

1. Click **Administrative > Repair > Repair Task SKU Wizard**.
2. Choose **Export to File** and select a location to **save** your **Export file**.

3. Click the **Filter** drop-down to select the Repair SKUs you wish to export.



4. There are **two views** for selecting Repair SKUs: **List View** and **Tree View**.
- List View** – Provides a single alphabetical list of each Repair Task SKU allowing you to check off each individual SKU for updating.
 - Tree View** – Provides a categorized list of each Repair Task SKU allowing you to select a group of SKUs for updating at once. **Note:** Clicking the box next to Repair Task SKUs will automatically check all SKU groups with all the corresponding SKUs within each group. Click the + to expand the SKU group tree to select your SKU groups for editing.
5. Once selections have been made click **OK**.
6. Click **Next** to export your Repair SKUs.



7. Click **Finish** to close the Wizard.

You can now open the exported file in Microsoft Excel and make your changes.

Importing

After updating Repair SKU prices and details in Excel, you can import the changes back into The Edge. If desired, you may also make additional edits from the **Inline Edit** screen upon successful import.

To import:

1. Make sure you have saved your changes and closed Excel. You will not be able to import the file if you leave it open in Excel.
2. Click **Administrative > Repair > Repair Task SKU Wizard**.
3. Choose **Import from File**.
4. Locate your updated Excel file and click **OK**.
5. Click **Next**. The file will be imported into the Wizard and will display the Repair SKUs along with pricing and information fields with your changes. As mentioned, it is possible to edit any additional details here, too, prior to completing the import.

SKU	Desc	Notes	Max Qty 1	Price Labor 1	Price Parts 1	Price Other 1	Max Qty 2	Price Labor 2	Price
1547	Adjustable Shanks, Fingermate, Straight Style, 14kt, 2mm	Note 1		132	483				
1548	Adjustable Shanks, Fingermate, Straight Style, 14kt, 3mm			132	596				
1549	Adjustable Shanks, Fingermate, Straight Style, 14kt, 4mm	Note 2		150	720				
1550	Adjustable Shanks, Fingermate, Straight Style, 14kt, 5mm			167	905				
1551	Adjustable Shanks, Fingermate, Straight Style, 14kt, 6mm	Note 3		167	905				
1552	Adjustable Shanks, Fingermate, Straight Style, Platinum, 2mm, Size 3-5 3/4			166	1049				
1553	Adjustable Shanks, Fingermate, Straight Style, Platinum, 2mm, Size 6 - 8 3/4			166	1328				
1554	Adjustable Shanks, Fingermate, Straight Style, Platinum, 2mm, Size 9-13			166	1362				
1555	Adjustable Shanks, Fingermate, Straight Style, Platinum, 3mm, Size 3-5 3/4			187	1215				
1556	Adjustable Shanks, Fingermate, Straight Style, Platinum, 3mm, Size 6 - 8 3/4			187	1362				
1557	Adjustable Shanks, Fingermate, Straight Style, Platinum, 3mm, Size 9-13			187	1362				
1558	Adjustable Shanks, Fingermate, T-End, Platinum, 4x2mm			187	1363				
1559	Adjustable Shanks, Fingermate, T-End, Platinum, 5x3mm			187	1494				
1560	Adjustable Shanks, Fingermate, T-End, Platinum, 6x4mm			187	1766				
1561	Adjustable Shanks, Fingermate, T-End, Platinum, 7.5x4mm			208	1766				
1562	Adjustable Shanks, Fingermate, T-End, Platinum, 7.5x5.0mm			208	1913				

6. Click **Next** to apply the changes to your Repair SKUs.
7. Click **Finish** to close the Wizard.

Editing

The Wizard can also be used to **update Repair SKUs directly** rather than exporting to Excel.

To edit Repair SKUs:

1. Click **Administrative > Repair > Repair Task SKU Wizard**.
2. Choose **Edit Current SKUs**.
3. Click the **Filter** drop-down to open the Select SKUs to Work With window and use either the **List View** or **Tree View** to select the Repair SKUs you wish to update, then click **OK**. **Note:** Visit the **Exporting** section for a description of each **View** option.
4. Click **Next**. Your selected Repair SKUs will display in the window along with pricing and information fields.

- By **default**, the Repair SKUs display in **numerical order**. If desired, you may instead choose to sort your SKUs by an alternative method, such as price, by clicking on the corresponding column header.

SKU	Desc	Notes	Max Qty 1	Price Labor 1	Price Parts 1	Price Other 1	Max Qty 2	Price Labor 2	Price Parts 2	Price
12033	Jump Rings 14k				40					
120044	Jump Ring Furnished & Soldered. 6.3mm O.D., 18kt		1.000000	10				10	40	
120024	Jump Ring Furnished & Soldered. 2.5mm O.D., Silver		1.000000	22				22		
120028	Jump Ring Furnished & Soldered. 3.0mm O.D., Silver		1.000000	22				22		
120022	Jump Ring Furnished & Soldered. 2.5mm O.D., 14kt		1.000000	23				23		
120032	Jump Ring Furnished & Soldered. 3.6mm O.D., Silver		1.000000	24				24		
120036	Jump Ring Furnished & Soldered. 4.0mm O.D., Silver		1.000000	24				24		
120039	Jump Ring Furnished & Soldered. 4.8mm O.D., Silver		1.000000	24				24		
120023	Jump Ring Furnished & Soldered. 2.5mm O.D., 18kt		1.000000	26				26		
120042	Jump Ring Furnished & Soldered. 5.6mm O.D., Silver		1.000000	26				26		
120045	Jump Ring Furnished & Soldered. 6.3mm O.D., Silver		1.000000	26				26		
120025	Jump Ring Furnished & Soldered. 3.0mm O.D., 14kt		1.000000	27				27		
120026	Jump Ring Furnished & Soldered. 3.0mm O.D., 18kt		1.000000	28				28		
120029	Jump Ring Furnished & Soldered. 3.6mm O.D., 14kt		1.000000	30				30		
120033	Jump Ring Furnished & Soldered. 4.0mm O.D., 14kt		1.000000	34				34		
120030	Jump Ring Furnished & Soldered. 3.6mm O.D., 18kt		1.000000	35				35		

- Once you have finished making your changes, click **Next** to apply your changes.
- Click **Finish** to close the Wizard.