## **IMPORTING A PRICEFILE VIA THE C9 REPOSITORY**

This document is to show you how to connect a Franchise to the appropriate supplier in the c9 Pricefile Repository. We highly recommend sourcing all pricefiles from the repository wherever possible due to the simplicity of this service that we provide. I means you never have to worry about making a mistake when bringing the pricefile in to the system and updates are always notified in c9 to ensure your pricing info is as current as it can be.

Go to Spares  $\rightarrow$  Utilities  $\rightarrow$  Import Pricefile. Select the franchise you wish to import a pricefile for and click Select.

🚜 C9 Spare Parts		
F2 Main Chat Spares F4 Spares F4 Fiche V	orkshop F6 Clock F7 Contacts F8 Phoneboo	ok F100 Miner
	Select Franchise	
Point of <u>S</u> ale	Franchise	
Order <u>B</u> ook	GAS / days ago 395/290 GB Products	
• Spare <u>P</u> arts	GME 400 weeks ago Greenfield	
• <u>O</u> rders	Gripskie 473 weeks ago Harley Davidson 19 weeks ago 90807/2	99668
• <u>R</u> eports	Honda (Used) 6 days ago 10/87 Husaberg 498 weeks ago	$\square$
	Husqvarna 14 days ago 21/5/26 Husqvarna OLD 401 weeks ago Indian	63
Update Price File	JakMax 485 weeks ago Kawasaki 172 weeks ago 13926/1	52887
Import Price File	KTM 14 days ago 3207/42	265 v
E <u>x</u> port Price file	Franchise:	
Impo <u>r</u> t Fiche		Close

Select the source of the pricefile, in this case we are selecting the c9 Repository Pricefiles option.

<b>65</b> 0	Import Price File - Select Source Type	
S	Source Type	
P C G	9 Central Repository Price Files Price/Supercession Update only (no imp PEA Generic	Ô
P H	rrice Files from Other C9 Dealers larley Australia	V
	Selec	t
	Clos	e

Select the pricefile you wish to upload to the franchise. **Make sure you select the matching franchise for the pricefile please.** Select the appropriate filters from the options below the list and click OK. In most cases the default settings are best. You may wish to not include NLA Accessories and Merch as this is a common alteration to the default filtering options.

Import Price File From C9 Repository
Supplier
John Titman Racing
Kenma
KTM
Kymco
Landboss
Search:
Parts to Import
Only Import modifications since last im
○ Reimport full price file (generally not nece
New Parts NLA Handling
<ul> <li>Add everything ( no filtering )</li> </ul>
O Do Not Add Acc / Merch NLA - But still add OEM / Hardpar
O Do Not Any new NLA records
OK Cancel

C9 will ask for confirmation of the source of the file and the target for it. This is your last chance to ensure you linked the correct Franchise with the correct pricefile. Click OK.

<b>6</b> %	Import Data
Please co	onfirm the following details:
Type: Source:	Source C9 Central Repository Price Files KTM
Franchis	Target se: KTM
	OK Cancel

Finally accept our disclaimer that we can only provide the data the suppliers provide us and this is a best effort deal.

Download Price File	×					
Disclaimer						
C9 takes all care but no responsibility for the quality and accuracy of the data provided by price files within C9's price file repository.						
Always check the price file by comparing prices in c9 after importing against an independent authoritorive price list from your supplier, e.g. a recent invoice						
Alert Us Immediately if you think that the prices are not correct and will follow up with the supplier.						
Important Privacy Notice						
C9 may share your contact details with any suppliers you download price files for. By using the c9 repo you are consenting to this information being shared.						
Only contact details will be shared on using this service.						
Accept and Continue	Decline and Cancel					

The pricefile will now install and add any markups you have added for the Franchise. Once finished c9 will produce a report that shows you information about the pricefile import. This can be exited without printing.

If you have parts in stock where the price was changed c9 may ask you if you wish to print new barcodes for these parts. c9 will also offer two more screens where you can firstly assess the parts where the retail price was lowered and return these to the previous retail price, and then it will show another screen that shows all parts in stock where the pricing has changed. These screens are useful for viewing the changes made and returning them to the old price if necessary.

## UPDATING PRICEFILES ONCE THE FRANCHISE IS LINKED TO THE REPOSITORY.

Once this connection is made and you have installed the pricefile. You only need to watch for the drop down box that indicates an Update is available for a pricefile.



When you see this message go to Spares  $\rightarrow$  Utilities  $\rightarrow$  Update Pricefile and click the Update All button. This will update all the pricefiles in the list that require updating. You will see a list of files with the ones requiring updates highlighted red.

F2 Main Chat Spares Fiche V	F5 /orkshop Clock Unit:	s Contacts Phoneb	pook	F11 Business Setup	
	😁 Update Price Files From C9 Repository				
Point of <u>S</u> ale	Franchise	Supplier	Status	Repo Age	
Order <u>B</u> ook	Cykel Ficeda	Cykel Ficeda	Up To Date Needs Updating	18 days ago g Today	Ĵ.
• Spare <u>P</u> arts	Force Accessories Fox Racing GAS	Force Accessories Fox Racing Gas Imports	Up To Date Up To Date Needs Updating	55 weeks ago 19 weeks ago g Today	
• <u>O</u> rders	Honda (Used)	Honda M/C	Up To Date	7 days ago	
• <u>R</u> eports	KTM Link Accessories	KTM Cykel	Up To Date Up To Date	5 weeks ago 5 weeks ago 18 days ago	
<ul> <li><u>U</u>tilities</li> </ul>	McLeods Monza	McLeods Monza	Up To Date Up To Date	18 days ago 18 days ago	
Update Price File	Polaris Pro Accessories	Polaris Pro Accessories - VIC	Up To Date Needs Updating	34 days ago g 14 days ago	
Import Price File	Ron Angel Wholesale Serco	Ron Angel - VIC Serco	Up To Date Needs Updating	<b>60 weeks ago</b> g 5 days ago	Ŧ
E <u>x</u> port Price file	Se	ee Purple? Call your	rep and get the	em to send c9 ne	v files
Impo <u>r</u> t Fiche	Only Show Franchises that need updating				
Import Part Images	Add			Cl	nse
Export Stock / Dead Stock			<u></u>		

Update All will go through each franchise from the top of the list down until all files are up to date. Follow the prompts for the update to complete.