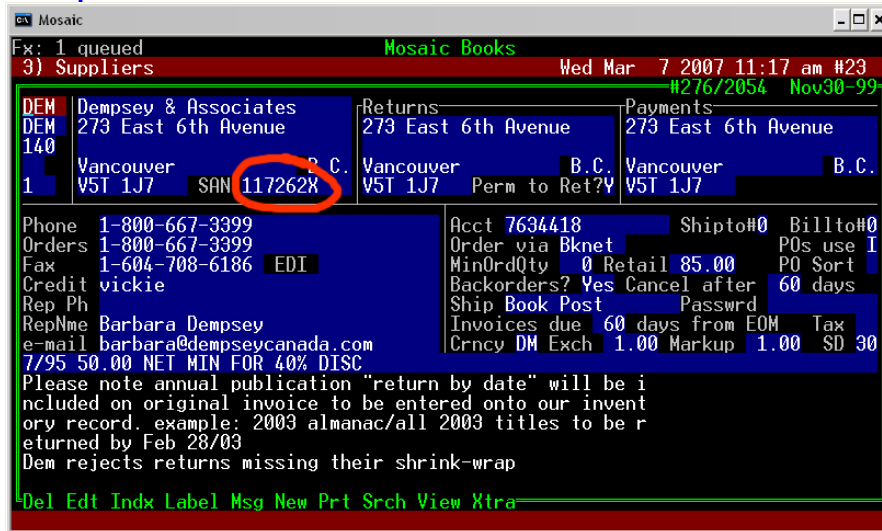


## Book Manager EDI Instructions For Sending Orders To Dempsey

Prepared by BookManager March 7, 2007

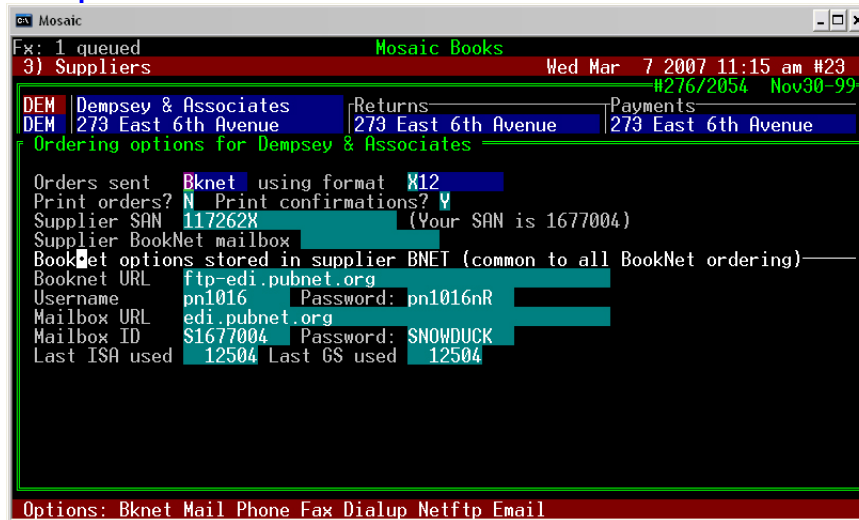
- 1) Go into (3) Suppliers in their BookManager program and find Dempsey. Press E to Edit the page and enter the SAN number in the area with the red circle around it (Example 1). Press Page Down to save this information.

### Example 1



- 2) Press X for Extra and they will be brought to the screen that looks like in Example 2.

### Example 2



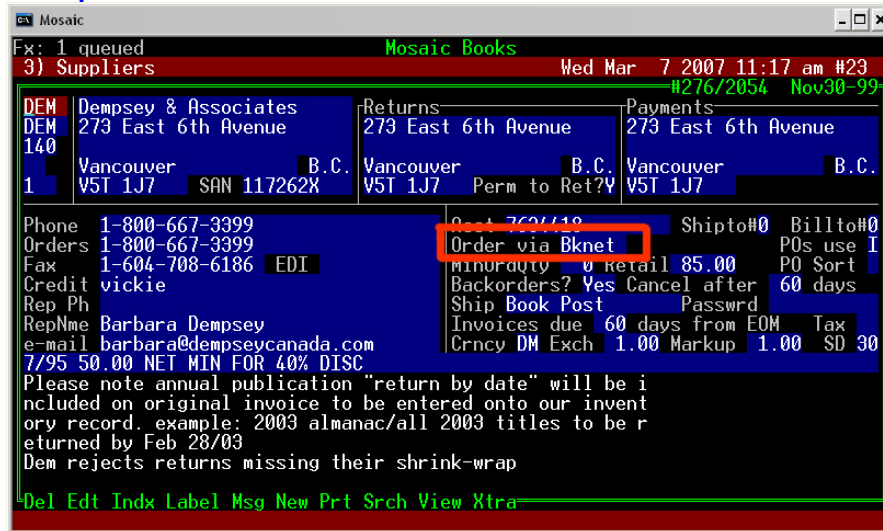
The information on this screen shot should match up to what your store has, with the exception of...

- Print orders
  - Print confirmations
  - Username and Password
  - Mailbox ID and Password, and
  - Last ISA and GS used
- 3) Press Page Down to save these changes. You will then be brought back to the main Dempsey supplier page. You will then have to change the "Order Via" portion of the page by pressing E for edit and using the down key or enter key to get to the field indicated in Example 3. Put B for Booknet and press Page Down to save.

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### Example 3



4) If you have a partially built order in your system for Dempsey, that order still has the old settings from before. To make a change to send EDI, from the main menu in BookManager press (8) Order processing. Press S to search and find the partially built Dempsey order. Press E to edit on that line and press enter to move to the "Send Via" column. Type B for Booknet to change this option and press Page Down. For every order after this point, that option will be in there automatically.

5) You can now send the order as you normally would. If you have any questions further about EDI, or if this doesn't work please call us at BookManager as there could be some issues with your internet access or anti-virus software that could prevent the order from sending. Our tech support duo, Kaare or Matt are available Monday to Friday 8am-4pm Pacific Standard Time at (250) 763-4415 or at [mail@bookmanager.com](mailto:mail@bookmanager.com).