## Prefix Code Creation & Mapping

## Creating a New Prefix

(System Management, Parts Control, Prefix Code Description File)

Parts prefixes normally relate to individual suppliers (e.g. NH – New Holland, MF - Massey Ferguson, JD - John Deere, CA - Case) or to a group of products (e.g. CL - Clothing).

G Parts/ WHOLEGD Prefix Codes	X
Details Manufacturer Warranty User	
Prefix Code: NF Descrip	ion: Normal Franchise
Supplier A/c.:	1133 Main Franchise Supplier
Part Orders, Default Supplier A/C with Depot	No 🔽
Type: Agri	Only   Last price update: 0/00/0000
Parts Create Retail Uplift%:	Minimum Turnover: 1
Hold POS Carriage Parts?	No 🔽 Minimum number of hits: 0
Inter Company Orders:	No 👻 Default Discount Code:
Split Parts on Exported Orders:	No 🔽
Allow Cost Price Entry For Non Stocked Parts	No 🔽
Amend Cost Price for Emergency Orders:	No 🔽
Update PDA:	No
PDA/Online Order Type:	@ Standard Orders
Product Group:	
Reorder Group:	
Delivery Nominal A/c:	
Allow Manual Inv in POS/WSJ:	No 💌
OK Cancel	

Key Entry Fields (# indicates the default setting)

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Prefix Code	2 characters	May be all alphabetic, all numeric or a mix.
		Numeric prefixes are not recommended.
Туре	Agri. Only Serial Only Both	Where both Parts and Serial Items are from the same Supplier, it is strongly recommended that two separate prefixes are created. This allows separate accounts to be defined in the Mapping, for Stock, Sales and Cost of Sales allowing better analysis within the Nominal Ledger.
Minimum Turnover		Used to exclude low selling items from suggested
Minimum No. of Hits		stock ordering.
Cost Percentage		Only applies to the use of Non-Stocked Parts, allowing a Cost of Sale to be calculated from Retail, by applying the defined percentage. However, it is recommended that the use of Non- Stocked Parts be avoided.

Create Catalogue File	Yes No #	If price CDs, are used to maintain Catalogue details within Gold, the Create Catalogue File MUST be set to YES.
Parts Warranty Base	Retail # Average Cost	Base price charged on warranty claims can be set. This base can be adjusted by defining a plus or minus percentage factor to be applied.

## Setting the New Prefix Mapping

(System Management, Ledgers/Mapping/Currency, Set Mapping from Existing Codes)

Select "Copy a Prefix to another".

Up to 10 prefix mappings may be created from one or more existing prefixes.

G Copy Prefix	×
Prefix to Create	Prefix to Copy
NF Normal Franchise	
Depot Code:	
Invoice Type:	
OK Cancel	

## Key Entry Fields

Rey Linity Fields		
Prefix to Create	Enter the newly created prefix code under Prefix to create, or select from lookup.	
Prefix to Copy	Enter an existing prefix already mapped under Prefix to copy.	
Note: Mapping from the existing prefix will be applied to the new prefix created, so ensure		
that the correct prefix to copy is selected. Usually a non-franchised supplier should be		
used to copy the mapping entries from.		
Depot Code	Enter depot code to create mapping for or select ALL.	
Invoice Type	Enter the invoice type to create mapping for or select ALL.	