

Toniq Retail Price files

PharmacyTimes to Consumer Promotion file synchronisation

The 'PharmacyTimes catalogue is available as a price list (PharmacyTimes) and also as an additional 'synchro' file. Both are available for download, but the synchro download is different to the price file (section 3 of these instructions).

Activating the synchro file places the RRP's from the PharmacyTimes price list into the 'special' price on P2 of the product card. The start and finish dates will also be added.

1) Update the latest PharmacyTimes pricelist

- a) See "Updating/Activating Retail Pricelists" in the Toniq Library (F3 from Toniq Retail Main Menu) for detailed instructions.
(If PharmacyTimes pricelist is not already loaded, refer to "How to add a new Retail Pricelist" in the Toniq Library.)

Retail Pricelists (7)

- How to Add a New Retail Pricelist
- Updating/Activating Retail Pricelists**
- Pricelists Information (Notes & Review)
- Suppliers with Pricelists assigned
- Products not updating from Wholesaler pricelist
- >> See all 7 articles

2) Download the PharmacyTimes 'synchro' file:

(On the computer where the import will be done)

- a) In your web browser go to <http://office.toniq.co.nz/PharmacyTimes/> for PharmacyTimes
- b) Click on current synch.exe. file
- c) Respond to the prompts that appear as the download proceeds (these are different for each type of web browser). See Appendix A (below) for prompts that are generated by various web browsers
- d) Once the file download is complete, close the web browser.



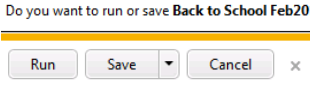

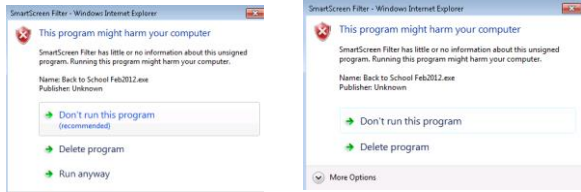
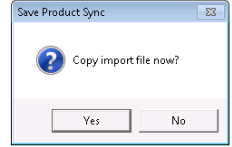
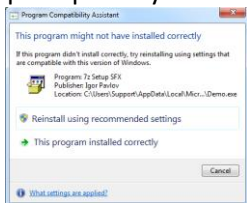
3) Activate the PharmacyTimes 'synchro' file:

(Do this the evening before the promo begins, to avoid over-writing existing specials)


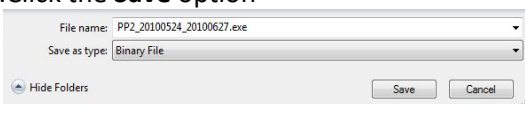
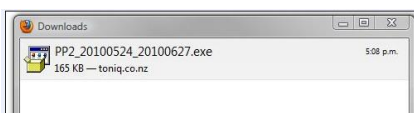
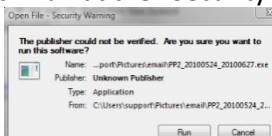
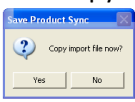
- a) From the main menu select 2 [Stock Control], 9 [Synchronise product file]
- b) Select F6 [Fetch Synch]. In the list displayed, the file 'PharmacyTimesSynch.zip' should be visible. Highlight it and press <Enter>. A red 'progress box' will appear briefly.
- c) The required fields should now be ticked by default. The fields are *Product GUID* on P1 and *Start date/time*, *finish date/time* and *Price breaks* on P2 (F11).
- d) If required, select F7 [Report Change]. Options are 'A' = All differences, 'M' = Major differences or 'N' = New products. (there should be no new products).
- e) Select F12 [Do Import], to add the RRP's to the 'Specials' fields and update the product file.
- f) A warning may appear 'You have not printed a report on this update'. Press N to go back and print report, or Y to continue.
- g) Another warning appears 'Continue with product file update'. Press Y to continue.
- h) A successful update is advised. Press Y or N to delete or retain the 'synch' file.
- i) Press <Esc> to return to the main menu.

Appendix A - Download prompts for various internet browsers:

Internet Explorer Windows 7:

<p>1. Click Run at the “Do you want to run or save” prompt</p> 	<p>2. Click Actions to the Internet Explorer Security Warning prompt</p> 
<p>3. Click Run Anyway to the ‘Smart screen Filter’. If you don’t immediately see the ‘Run Anyway’ option click More options first</p> 	<p>4. Click Yes to the ‘Copy Import File Now?’ prompt</p> 
<p>5. If you get prompted by the ‘Program Capability Assistant’ click The program installed correctly</p> 	

Mozilla Firefox:

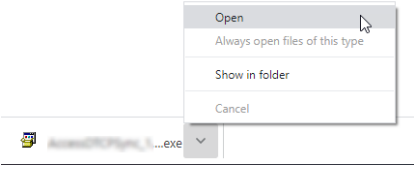
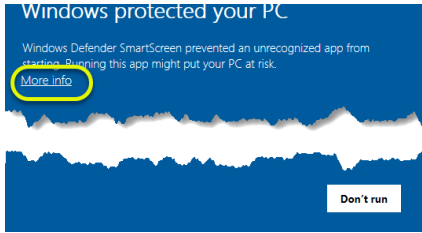

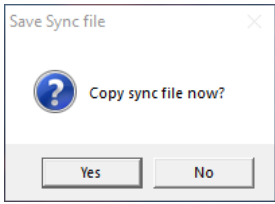
<p>1. Click Save File at the “Would you like to save this file?” prompt</p> 	<p>2. Click the Save option</p> 
<p>3. Double click the appropriate promotion file listed</p> 	<p>4. Click Run at the “Security Warning” prompt</p> 
<p>5. Click Yes to the ‘Copy Import File Now?’ prompt</p> 	

Safari:

<p>1. Click Open at the “Do you want to open or save” prompt</p> 	<p>2. Click Run to the File Download Security Warning prompt</p> 	<p>3. Click Yes to the ‘Copy Import File Now?’ prompt</p> 
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Google Chrome (Windows 10):

Click on file name to download – file downloads


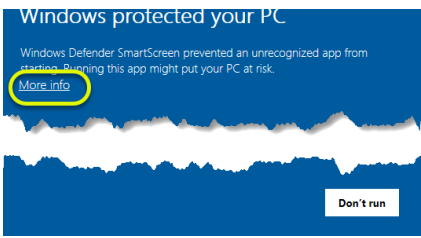

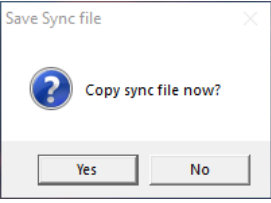
<p>1. Select and click on 'Open'</p> 	<p>2. Click on 'More Info'</p> 
<p>3 Click on 'Run anyway'</p> 	<p>4 Copy synch file now? Click on 'Yes'</p> 

After the file runs, the dialogue box closes.

Close internet browser and return to Retail

Microsoft Edge (Windows 10):

Click on file name to download – file downloads

<p>1. Click on 'Run'</p> 		
<p>2. Click on 'More Info'</p> 	<p>3 Click on 'Run anyway'</p> 	<p>4 Copy synch file now? Click on 'Yes'</p> 

After the file runs, the dialogue box closes.

Close internet browser and return to Retail

Once the file is downloaded, close the internet browser.