Oracle® Retail Price Management

User Guide

Release 13.0.1

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Oracle® Retail Price Management User Guide, Release 13.0.1

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Value-Added Reseller (VAR) Language

(i) the software component known as **ACUMATE** developed and licensed by Lucent Technologies Inc. of Murray Hill, New Jersey, to Oracle and imbedded in the Oracle Retail Predictive Application Server – Enterprise Engine, Oracle Retail Category Management, Oracle Retail Item Planning, Oracle Retail Merchandise Financial Planning, Oracle Retail Advanced Inventory Planning and Oracle Retail Demand Forecasting applications.

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Contents

Preface

The Oracle Retail Price Management User Guide describes the application user interface and how to navigate through it.

Audience

This document is intended for the users and administrators of Oracle Retail Price Management. This may include merchandisers, buyers, and business analysts.

Related Documents

For more information, see the following documents in the Oracle Retail Price Management Release 13.0.1 documentation set:

- Oracle Retail Price Management Data Model
- Oracle Retail Price Management Installation Guide
- Oracle Retail Price Management Online Help
- Oracle Retail Price Management Operations Guide
- Oracle Retail Price Management Release Notes

Customer Support

https://metalink.oracle.com

When contacting Customer Support, please provide the following:

- Product version and program/module name
- Functional and technical description of the problem (include business impact)
- Detailed step-by-step instructions to re-create
- Exact error message received
- Screen shots of each step you take

Review Patch Documentation

For a base release (".0" release, such as 13.0), Oracle Retail strongly recommends that you read all patch documentation before you begin installation procedures. Patch documentation can contain critical information related to the base release, based on new information and code changes that have been made since the base release.

Oracle Retail Documentation on the Oracle Technology Network

In addition to being packaged with each product release (on the base or patch level), all Oracle Retail documentation is available on the following Web site:

http://www.oracle.com/technology/documentation/oracle_retail.html

Documentation should be available on this Web site within a month after a product release. Note that documentation is always available with the packaged code on the release date.

Conventions

Navigate: This is a navigate statement. It tells you how to get to the start of the procedure and ends with a screen shot of the starting point and the statement "the Window Name window opens."

> **Note:** This is a note. It is used to call out information that is important, but not necessarily part of the procedure.

```
This is a code sample
    It is used to display examples of code
```

A hyperlink appears like this.

1

Oracle Retail Price Management

Oracle Retail Price Management (RPM) is a strategy-based pricing solution that suggests and assists with pricing decisions. With RPM, you are empowered to automate and streamline pricing strategies across the organization and yield a more predictable and profitable outcome. It provides decision support to all pricing-focused business information at your fingertips to validate and approve pricing and markdown suggestions. This approach results in higher margins, increased sales and strengthened productivity, all while you remain competitive.

There are two versions of Oracle Retail Price Management:

- Standard RPM
- Simplified RPM

RPM includes Oracle Retail Security Manager (RSM). RSM gives system administrators a single point of security management for RPM.

> **Note:** Access to Security Manager functions requires appropriate security privileges.

Standard RPM Business Processes

System Options

- System Options

Pricing

- Codes
- Calendars
- Price Guides
- Candidate Rules
- Zone Structures
- Location Move
- Retrieve an Item Price

Pricing Strategies

- Price Strategies
- Area Differential Pricing
- Clearance Pricing
- Clearance Defaults Pricing
- Create a competitive pricing strategy
- Margin Pricing
- Maintain Margin Pricing

Worksheets

- Worksheet

Price Changes

- Retrieve an Item Price
- Price Changes

Clearances

- Clearance

Promotions

- Promotions

Simplified RPM

Simplified RPM is an optional version of Oracle Retail Price Management that is less complex and contains fewer business processes.

> **Note:** Some windows in the Simplified RPM user interface may be different from the illustrations shown in the documentation..

Simplified RPM Business Processes

- Pricing Strategies
- Worksheets
- Clearances
- Promotions
- System Options

Navigate RPM

Access the Workspace

Log in to RPM

How you access Oracle Retail Price Management depends on how the application is set up at your location. Contact your system administrator for instructions. Use the exit procedure when you are done using the application.

Exit RPM

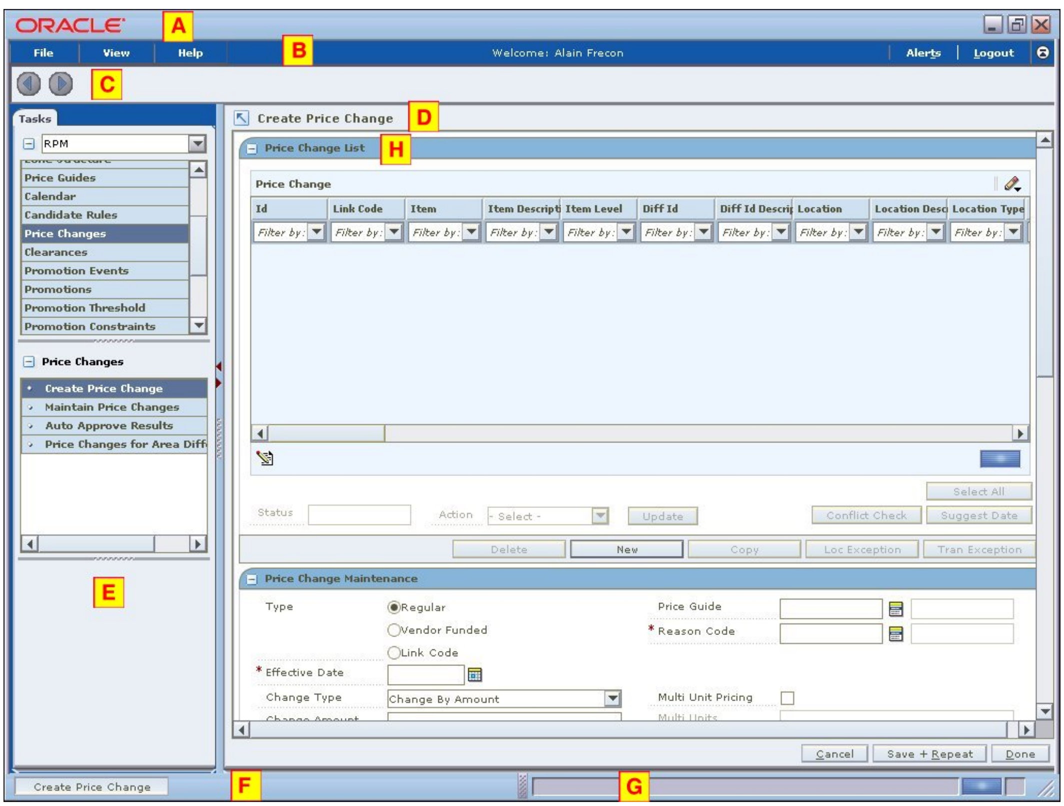
To log out and close RPM:

1. Click **Logout** in the global links area of the header.

   If any tasks are open, you are prompted to confirm your decision to log out.
2. Select **Exit** from the File menu.

View the Workspace

After logging in to RPM, you have access to the application window. The primary elements in the application window are as follows:



RPM Workspace

The workspace is made up of all the elements within the application window. You manage the application and perform tasks within the workspace. Many of the elements within the workspace can be minimized, maximized, or manually resized. This allows you to customize the workspace to fit your work habits. Any changes you make are remembered by the application. The next time you log in, the elements appear as you last left them.

Element		Purpose
A	Title bar	Located at the top of the window. The title bar displays the product name. The three buttons at the far right on the title bar allow you to minimize, restore, maximize, and close the application window.
B	Header	Located below the title bar. The header provides access to commands that remain static across all tasks. The menu bar and welcome message appear here.
C	Toolbar	Located below the header. The toolbar contains paging control icons.
D	Workspace	Located next to the task pad and below the toolbar. What appears in the workspace depends on what you select on the task pad. The workspace is where you complete the tasks assigned to you.
E	Task pad	Located on the left side of the application window. From top to bottom, you can access an application, a task group, and then a task. When you select a task, the contents of the task are displayed in the workspace. **Note:** The Simplified RPM task pad may display a different navigational menu.
F	Task bar	Located at the bottom of the window. Task buttons, located on the task bar allow you to switch between open tasks.
G	Status bar	Located at the bottom of the window. The status bar lists the status of a task and gives other information.
H	Pane	A sub-section of a window that appears in the work space. Multiple panes may appear in the workspace when a task is selected.
	Task	A pane or a group of panes that appear in the workspace, allowing you to work.

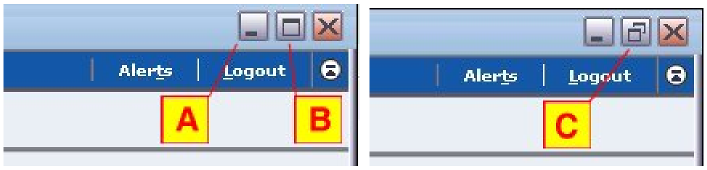
Resize Elements of the Workspace

The benefits of resizing become apparent as you customize the workspace to fit your work habits. You can hide or minimize elements that do not pertain to the current task. You can show or maximize the elements that are of greater importance.

The RPM Window

You can resize the RPM window to increase or decrease the amount of space it occupies on your desktop.

- To manually resize the window, place the cursor over the edge of the window. When the cursor changes to a double arrow, press and hold the left mouse button. Move the cursor until the window is the desired size. Release the left mouse button.

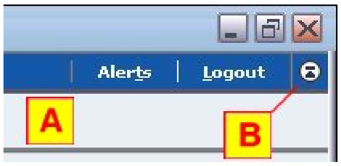


Minimize and Maximize the RPM Window

- To minimize the window, click the minimize icon (A).
- To maximize the window, click the maximize icon (B).
- To restore the window to its previous size, click the restore icon (C).
- As an alternative method for resizing the window, right click on the RPM button found on the Microsoft Windows task bar. On the context menu that appears, select Restore, Minimize, or Maximize.

Toolbar

Although the toolbar occupies relatively little space in the window, you can choose to hide it or show it.

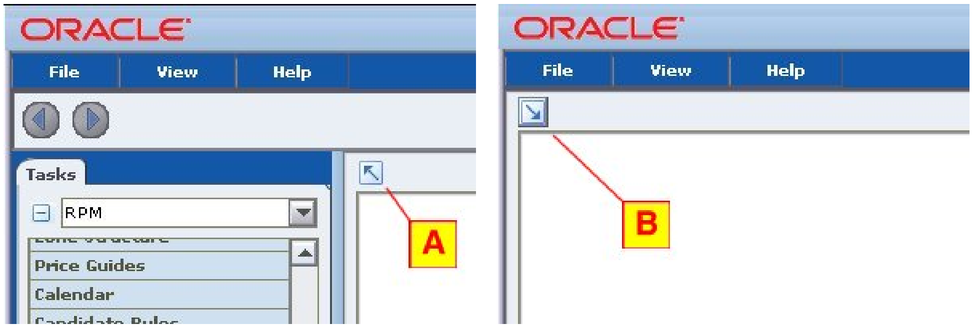


RPM Toolbar

- To collapse the toolbar (A), click the expand/collapse toolbar icon (B). The icon is located on the far right side of the header.
- To expand the toolbar, click again on the same icon.

Workspace

The workspace is likely to be the most used element in the application. As such, you may want to maximize its size. Should you need to access the task pad, restore the content area to its original size.



Maximize and Restore the RPM Workspace

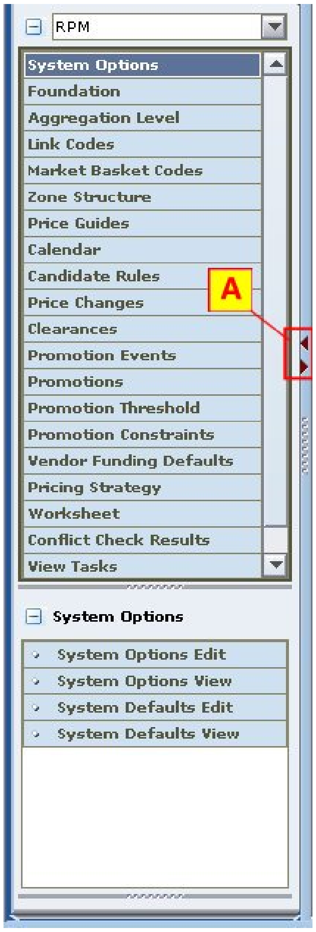
- To expand the workspace, click the arrow icon (B). The icon is located on the upper left corner of the content area. The content area expands to the width of the window. The task pad and the toolbar disappear.
- To restore the window to its original size, click again on the arrow icon. The task pad and toolbar reappear.

Task Pad

The task pad provides access to the tasks assigned to you. Once you are working on a task, you may want to reduce the size of the task pad. You may want to increase the size of the task pad in order to see the full names of the task. As you increase or decrease the width of the task pad, the width of the workspace is resized proportionally.

Note: The Simplified RPM task pad may display a different navigational menu.

To maximize the task pad, click the right arrow on the separator bar (A). To minimize the task pad, click the left arrow.



RPM Task Pad

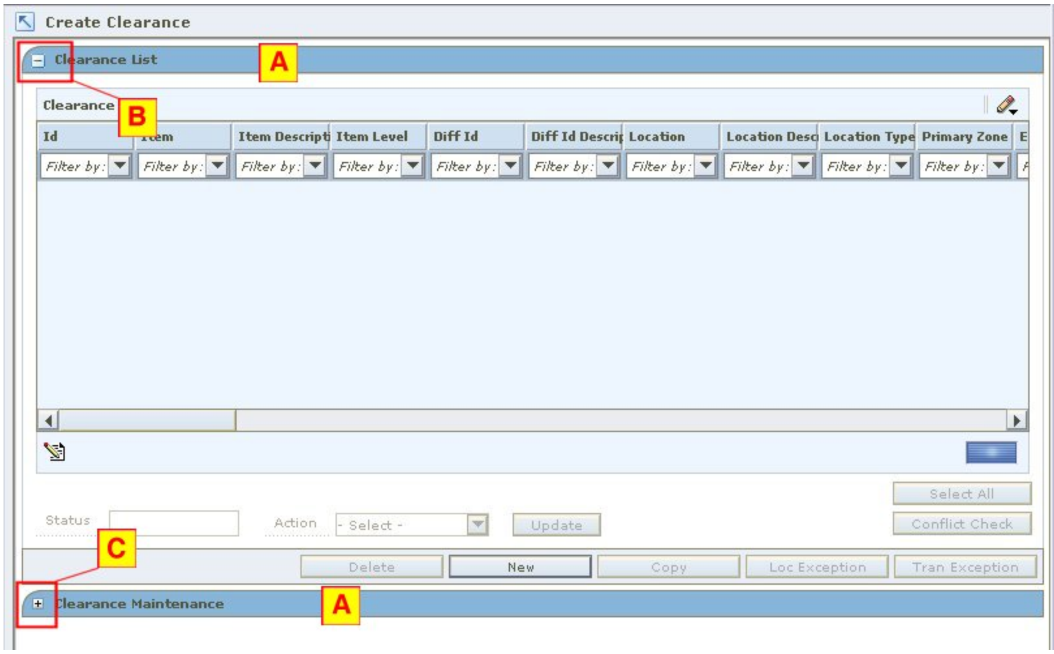
Note that the width of the task pad can be one of three sizes:

- Maximized to the width of the application window
- Minimized to where it is no longer visible
- Restored to its previous size

To manually resize the width of the task pad or the length of the work areas within the task pad, place the cursor over the desired resizer. When the cursor changes to a left/right (or an up/down) arrow, press and hold the left mouse button. Drag the resizer until the task pad or work area is the desired size. Release the mouse button.

Pane

One or more panes appear in the workspace when you select a task on the task pad. You can minimize a pane so that it does not distract you from the panes you want to work in. Only the title bar of the pane is displayed after you minimize the pane.



RPM Pane

- To collapse a pane (A), click the collapse icon (B).
- To expand a pane, click the expand icon (C).

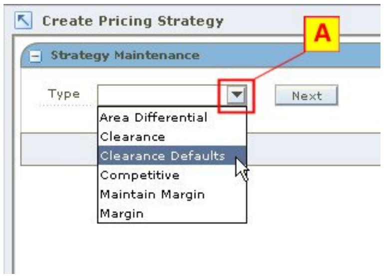
Look Up Field Level Data

The basic method for entering data in a text field is to type the text in the field. Some fields are restricted, however, as to the type of data that may be entered. The options for entering or selecting data depend on the type of data that may be required or permitted in the field. For example, some fields permit only numeric data, while others permit only alphabetic or alphanumeric data. Some fields require a date to be entered in a specific format. Some fields permit only one value, while others permit multiple values.

Calendars, drop-down lists, lists of values, and transfer boxes provide you with access to preformatted, predefined values. Instructions for using these tools are provided below.

Drop-Down List

Some fields are restricted to a predefined list of values. You access a drop-down list from which you can pick the desired value.

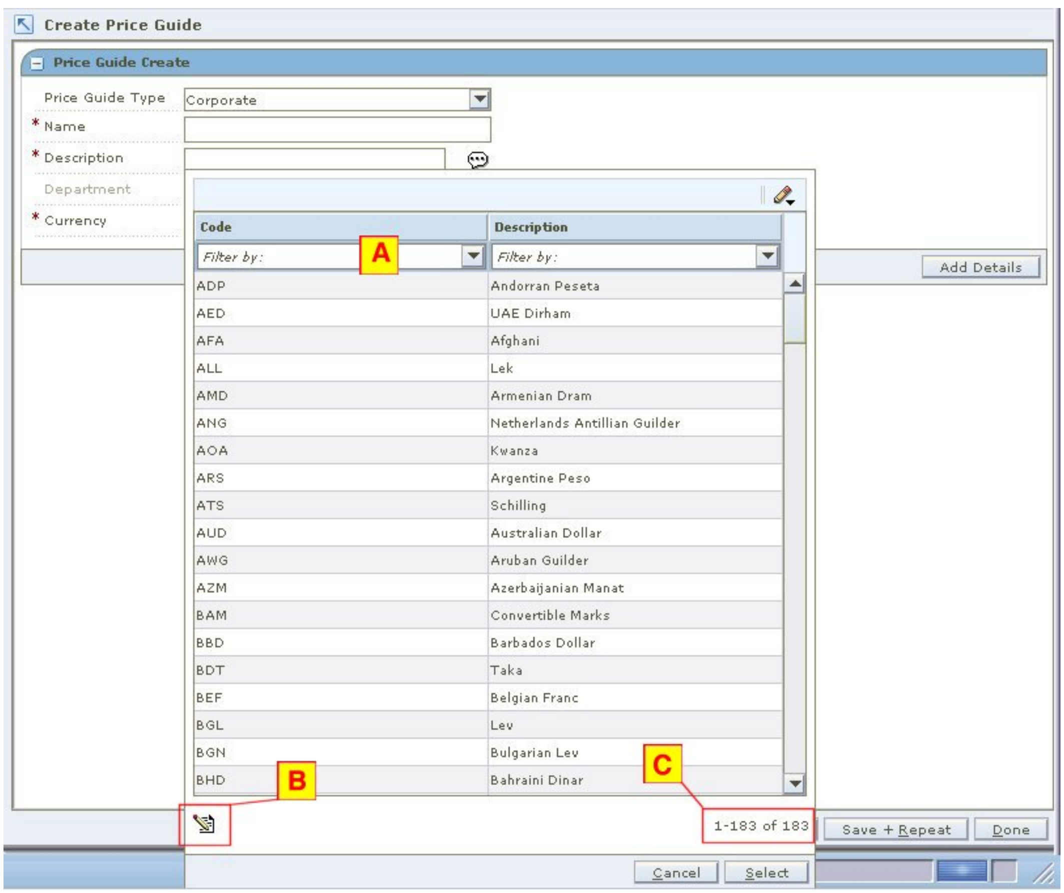


Drop-Down List

1. Click on the drop-down arrow (A) next to a field. A list of predefined values appears.
2. Scroll through the list until the desired value appears. Select the value. The field is automatically filled in with the selected value.

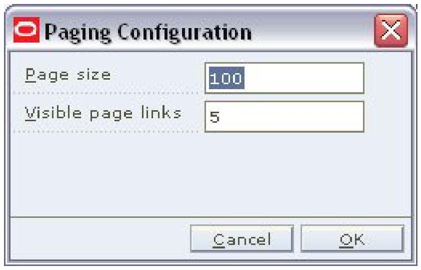
List of Values

When a drop-down list has many values, you can typically access them from the list of values (LOV) button.



List of Values

1. Click the LOV button next to a text field (A). The list of values opens. The number of values in the list and the total number of values appears at the bottom (C) of the LOV.
   - Click the page icon (D) to open the Paging Configuration window and adjust the page size and page links.

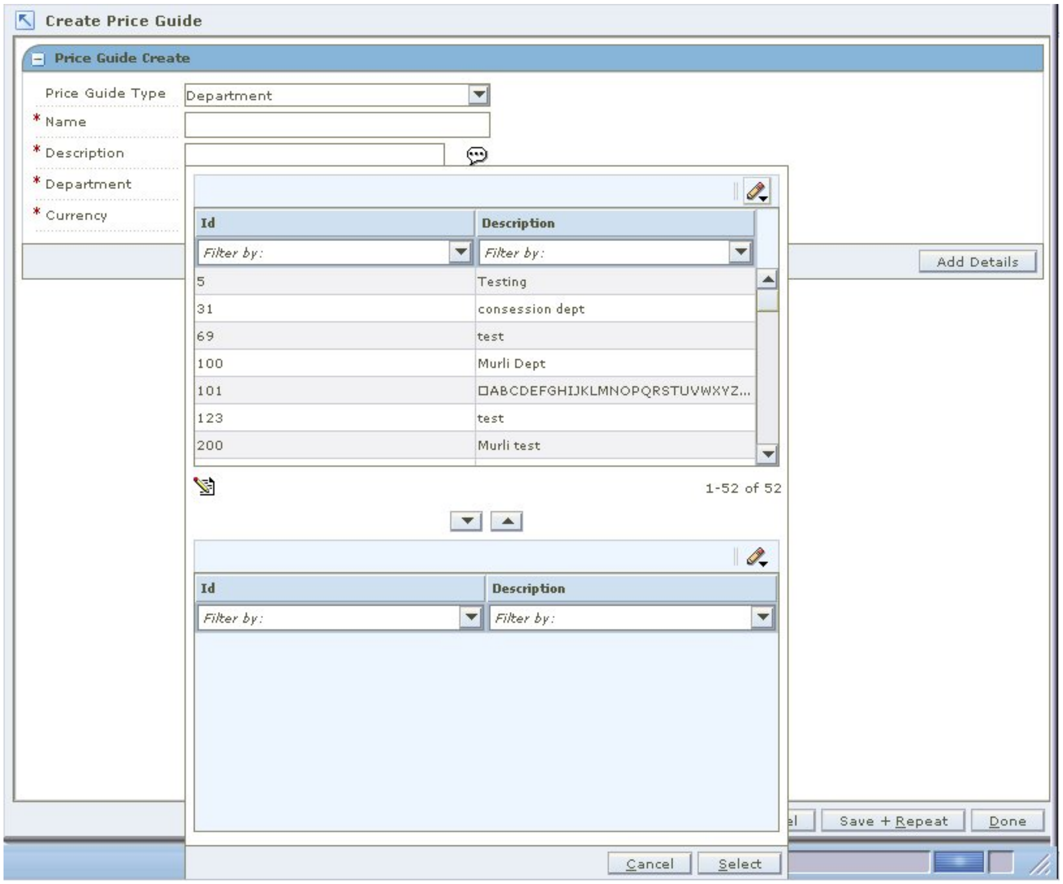


Paging Configuration Window

2. To find a value, use one or a combination of the following methods:
   - Scroll through the list.
   - Enter a partial value in the Filter by text box (B) and press Enter. Select the desired value from the results.
   - Select the down arrow next to the Filter by text box (B) and use the Advanced Filter option. Enter conditions in the Advanced Filter and click **OK**.
   - Enter the wildcard (%) and letters before or after it in the Filter by text box (B) to limit values.
3. Select the value and click **Select**. The field is automatically filled in with the selected value.

Multi-Select List of Values

Some lists of value allow you to select more than one value. Multi-select LOV button allows a user to select multiple rows in a single block by using the Shift and Control keys. The functionality is similar to the select functionality of other Windows applications.



Multi-Select List of Values

Open the Multi-Select LOV

Click the LOV button next to a text field, or click the down arrow. The list of values opens.

Select Continuous Information

1. Select a row.
2. Press Shift and click on another row to select all the rows in between, inclusively.

Select Non-Continuous Information

1. Select a row.
2. Control click on rows to select or clear the individual rows clicked on (depending on whether they are currently selected) while leaving the other selected rows still selected.

Add the Values

1. Click the down arrow to add the value to the selected area.
2. Click the up arrow to remove a value from the selected area.

Search For and Filter Records

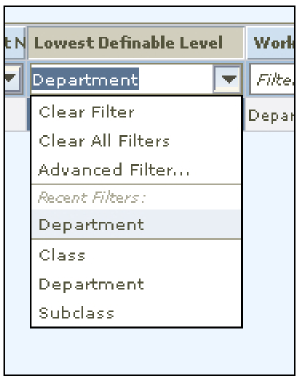
You search for records when none are displayed. By entering search criteria, you indicate which records must be displayed for your use. Filtering, on the other hand, allows you to reduce the number of records (or values) displayed. Again, you enter criteria indicating which of the currently displayed records must remain visible. The unwanted records are hidden from view. In either case, you are restricting the number of records (or values) displayed to a more manageable and useful number.

Filter Records in a Table

Column-level filtering is available in tables that have drop-down lists.

- To use a simple filter:

  a. Enter a partial string in the active cell. For example: Enter D or d to retrieve all records that begin with D, such as Department.



Simple Filter

  b. Press the **Enter** key. The records that match the filter criterion are displayed in the table.

  c. To show all records again, click on the down arrow in the active cell and select **Clear Filter**.

- To use the advanced filter tool:

  a. Click the down arrow in the active cell and select **Advanced Filter**. The Advanced Filter window opens.

Advanced Filter

  b. Select a relational operator in the first list box. Then select a value in the second list box.

  c. If another condition is necessary, select a logical operator (And or Or). Then select the second relational operator and value.

d. Click **OK**. The records that match the conditions are displayed in the table.

e. To show all records again, click on the down arrow in the active cell and select Clear Filter.

- To reuse a filter:

a. Click the down arrow in the active cell.

b. Scroll through the list of recent filters; then select the desired filter.

c. To show all records again, click on the down arrow in the active cell and select Clear Filter.

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System Options

The System Options workspace allows you to configure RPM to maximize the system for your company. System options allow you to customize various parameters, defaults, and constants that are used throughout the system. Normally, these elements are set when RPM is installed by the system or database administrator. They tend to remain fixed unless a business practice is changed which necessitates a change in RPM. System options are the values used in your system that define the overall configuration of the system.

System Defaults

The System Defaults Edit workspace allows you to configure RPM to maximize the system for your company. Select the values that should be should be initially displayed when a user enters the workspace. This helps the user save time as they do not have to select the appropriate value each time they complete a task. The values entered will appear in other areas of the application.

Aggregation Levels

The Aggregation Level Settings workspace allows you to define system parameters that vary for price strategies and price worksheet. When a department is created in the merchandising system, Oracle Retail Price Management assigns the default value for each parameter to the default or default level defined in the system. You may choose to define the aggregation level at a different parameter than the default. When a price strategy exists for a department, parameters are disabled and cannot be changed.

System Options Definitions

System options are organized on the following tabs:

- General
- Conflict Checking
- Price Events
- Location Moves

System Option	Definition
General	
Sales Calculation Method	The method used by the merchandise extract program to populate the Projected Sales column in the worksheet.
Update Item Attributes	When selected, the merchandise extract program should update certain item attributes during each extract that occurs during a worksheet review period.
Recognize WHs as Locations	When selected, indicates that warehouses can be assigned to regular and clearance price zones. They cannot be assigned to promotion price zones.

System Option	Definition
Open Zone Use	When selected, indicates a zone can be used across different types of pricing, regardless of zone type.
Exact Deal/Funded Promotion Dates	When selected, indicates that the dates of a deal associated with a vendor funded promotion must match the promotion component dates exactly. When selected, only deals with the same begin and end dates as the promotion component being created will appear in the deal
Default Out of Stock Days	The number of days that should be added to an items clearance effective date in order to calculate the Out of Stock date. The default is applied to generate the out of stock date when the clearance is first created.
# of Days Reject Held	The number of days after the effective date of a rejected price change or clearance that it is purged from the system.
Ends in Digits for Zero Decimal Currencies	The number of digit fields, set in system options, that are available in the Ends In definition area. This field is used for currencies that do not contain a place after the decimal point. For currencies that contain places after the decimal point, the digit fields that are available.
External Prices Allowed	When selected, RPM will accept pricing events created in other systems.
Zone/Parent Ranging	When selected, RPM should perform ranging checks for price changes, promotions, and clearances that are created at a higher level than transaction/location. If the indicator is set to yes, the system will not let you create a price change at the parent or zone level if none of the transaction item/location combinations are ranged. If the indicator is set to no, the system will let you create a price change at the parent or zone level even if none of the transaction item/location combinations are ranged.
Apply Promo Change Type 1st	Which type of promotion change type should be applied first.
Pricing Strategy Default Effective Day	When selected, the user can choose which day of the week price changes will be effective.
Dynamic Area Differentials	When selected, allows the worksheet to dynamically update secondary locations based on changes to the primary location.
Conflict Check	
# Days Event Displayed Before Vdate	The number of days before the VDATE that a pricing event is displayed in the Conflict Review Check window.
# Days Event Displayed After Vdate	The number of days after the VDATE that a pricing event is displayed in the Conflict Review Check window.

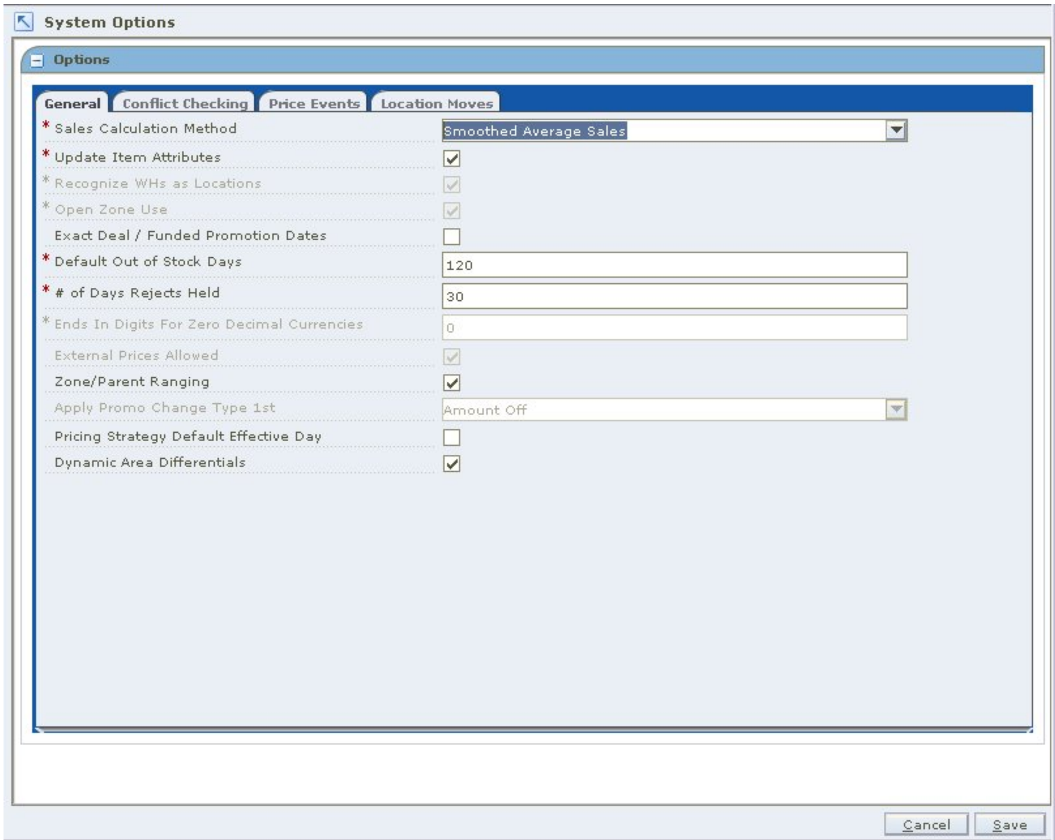
System Option	Definition
Display Conflicts Only	When selected, only conflicts will be shown in the Conflict Review window. Selecting this option also disables the option to enter values for Days Before Vdate and Days After Vdate options. When not selected, values must be supplied for the Days Before Vdate and Days After Vdate options.
Price Events	
Price Change/Promotion Overlaps	When selected, indicates an item/location can have a price change occur during the middle of an active promotion.
Cost Calculation Method	The way cost is determined for the zone. Choose Highest Location Cost or Average Location Cost.
Clearance/Promotion Overlaps	When selected, indicates an item/location can be on clearance and promotion at the same time.
Multiple Item/Loc Promotions	When selected, an item/location can exist on more than one promotion (and more than one component within the promotion).
Maximum Number of Overlapping Promotion Component Details	The number of overlapping promotion components allowed for any single item/location. The default value is 4.
Allow Complex Promotions	When selected, all promotion types are available.
Purge Reset Clearance Months	The number of months RPM will retain clearance price events that have reset before purging them.
Default Reset Date	When selected, indicates a reset date should be defaulted when a clearance is created. The reset date is defaulted to one day greater than the out of stock date.
Promotion End Date Required	When selected, a promotion end date is required for the promotion header.
Promotion # Days Rejects Held	The number of days, set in system options, after the end date (or start date for promotions with no end date) of a rejected promotion that it is purged from the system.
Price Change Processing Days	The number of days, set in system options, between the creation date of a price change and the first date it can become effective. It allows the retailer to insure that price changes are created with enough advance timing that stores and other process areas can react.
Promotion History Months	The number of months, set in system options, after a promotion is completed that is purged. This parameter is also used to purge cancelled promotions.
Filter Price Change/Clearance Results	When selected, the user is taken to a filter window that displays the search results for price changes and clearances.

System Option	Definition
Display Full Promotion Column Detail	When selected, only a portion of the columns in the table are populated. If the user wants to review the details for the remaining columns, the user can do so by selecting rows and requesting the additional data.
Display Full Price Change/Clearance Column Detail	When selected, only a portion of the columns in the table are populated. If the user wants to review the details for the remaining columns, the user can do so by selecting row(s) and requesting the additional data.
Event ID Required	When selected, a promotion event must be assigned to the promotion.
Display And/Or Condition	When selected, this option allows OR conditions to be used when a multi-buy promotion component contains multiple buy lists or reward lists. If this option is not selected, only AND conditions can be used.
Maximum Number of Buy Lists	This option specifies the maximum number of buy lists allowed for a multi-buy promotion component.
Maximum Number of Reward Lists	This option specifies the maximum number of reward lists allowed for a multi-buy promotion component.
Maximum Search Results	
- Price Changes	The maximum number of search rows returned for price changes. If the search limit is reached, a message is displayed informing users that they will not see all of their search results.
- Clearances	The maximum number of search rows returned for clearances. If the search limit is reached, a message is displayed informing users that they will not see all of their search results.
- Promotions	The maximum number of search rows returned for promotions. If the search limit is reached, a message is displayed informing users that they will not see all of their search results.
- Price Inquiry	The maximum number of search rows returned for price inquiry. If the search limit is reached, a message is displayed informing users that they will not see all of their search results.
Location Moves	
Location Move Lead Time	The number of days, set in system options, required before a location can be moved between zones in RPM.
Location Move Purge Days	The number of days RPM will retain location moves that have either successfully completed or are the same number of days past the scheduled effective date but have had no action taken on them.

System Option	Definition
Promotion Overlap	When selected, promotions are allowed to overlap a scheduled location move. If Promotion Overlap is selected, a Promotion Overlap Behavior option must be selected. If Promotion Overlap is not selected (default), promotions cannot overlap a scheduled location move.
Promotion Overlap Behavior	When Promotion Overlap is selected, one of these behavior options must also be selected: ▪ Do not start existing promotion and inherit new promotion The location does not start the promotion if the zone promotion overlaps the move date. The location inherits a promotion in the new zone that overlaps the move date. The inherited promotion starts on the same day that the zone-level promotion starts, or it starts the day the move is scheduled if the zone-level promotion is already active. ▪ End existing promotion and inherit new promotion The existing promotion ends at the location on the evening before the move date. The location inherits a promotion in the new zone that overlaps the move date, but the promotion starts on the location move date. ▪ Extend existing promotion and do not inherit new promotion The location continues to run the promotion from the old zone. The location does not inherit a zone-level promotion for the new zone if the promotion overlaps the move date.
Inherit New Zones Regular Retail	When selected, the location inherits the retails of the new zone. If not selected (default), the zone keeps the existing retail.
Pricing Strategy Review Period Overlap	When selected, pricing strategies with review periods are allowed to overlap a move date. The validation of a worksheet review period is bypassed, and a location move can be scheduled. When unchecked (default), validation is not bypassed.

Edit System Options

Navigate: From Task Pad, select System Options > System Options Edit. The System Options workspace opens.

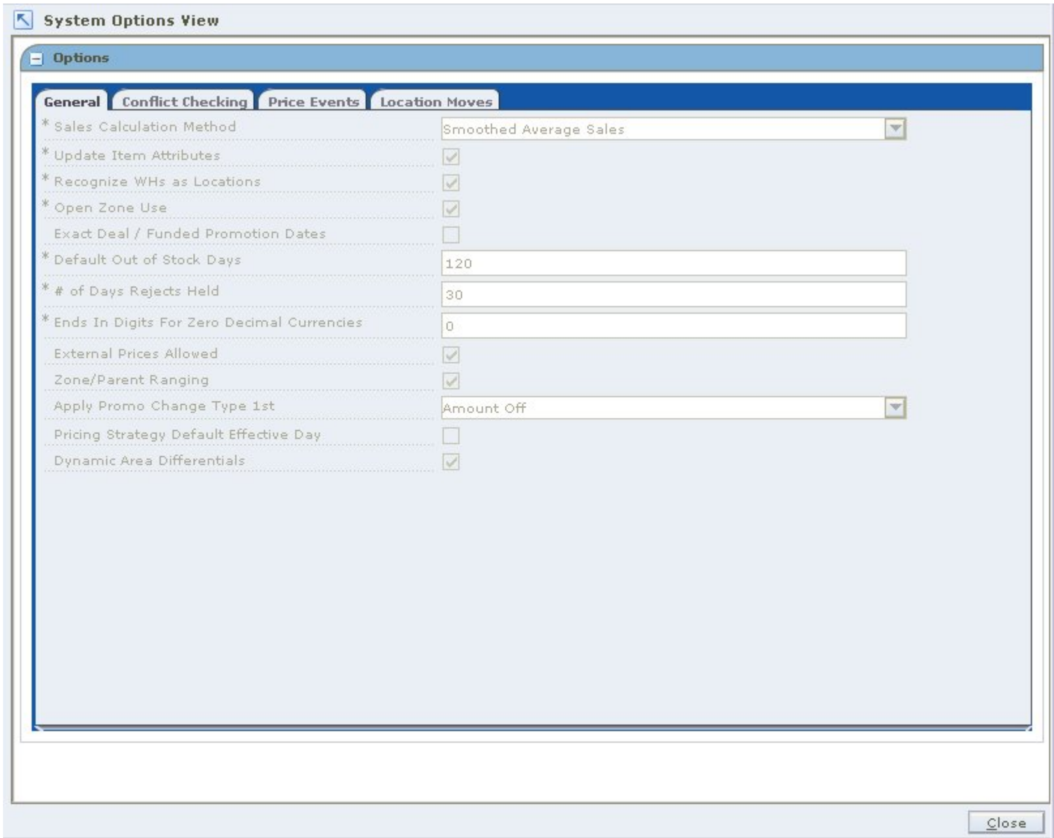


System Options Workspace

1. Update any enabled fields as necessary. See "System Options Definitions" for more information.
2. Click **Save** to commit any changes and close the workspace.

View System Options

Navigate: From Task Pad, select System Options > System Options View. The System Options View workspace opens.



System Options View Workspace

See "System Options Definitions" for more information.

Click **Close** to exit the workspace.

System Defaults

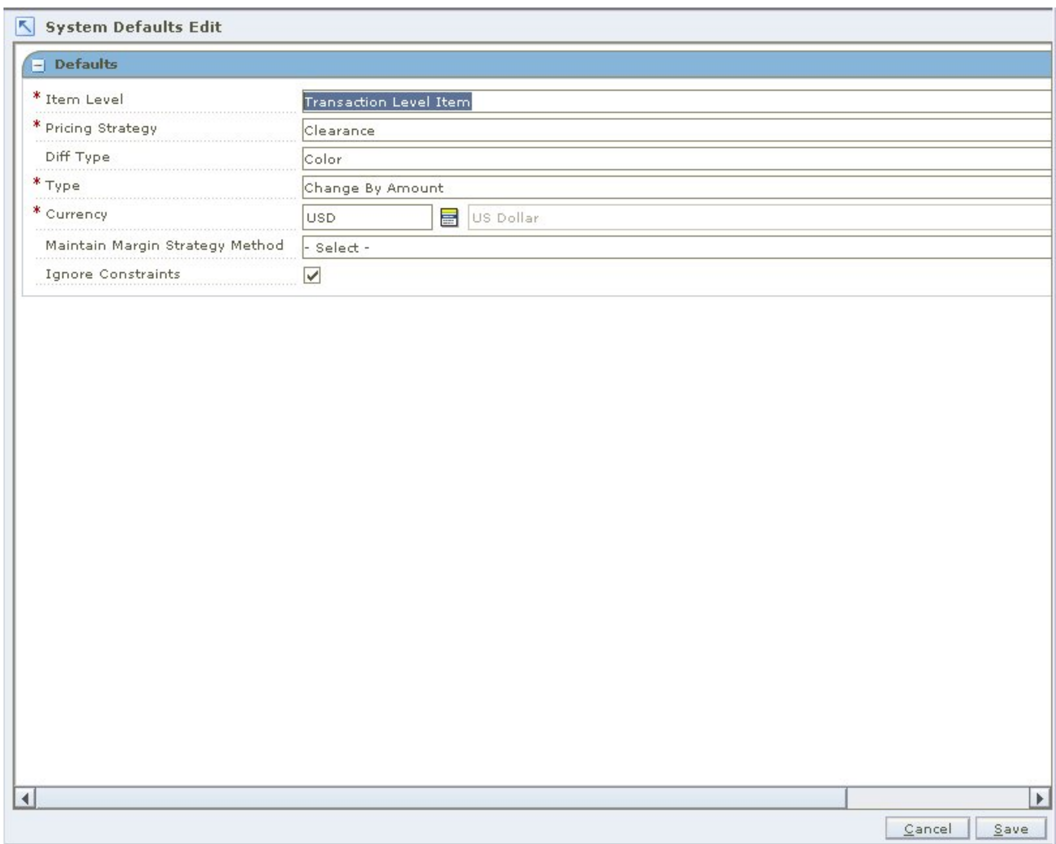
System Defaults Definitions

System Default	Definition	Options
Item Level	The level of an item in an item group.	- Parent Item - Parent Item/Diff - Transaction Level Item
Pricing Strategy	The pricing strategy is the default strategy type displayed for the user when entering the Pricing Strategy workspace.	- Area Differential - Clearance - Competitive - Margin - Maintain Margin

Diff Type	The category that a diff belongs.	Valid diff types from the Merchandising System.
Type	The type is the default price change type displayed when creating a price change.	- Change by Amount - Change by Percent - Fixed Price
Currency	The primary currency used in RPM.	See LOV button on System Default screen for code and description.
Maintain Margin Strategy Method	Defines the default method used when creating a maintain margin pricing strategy.	- Market Basket Margin - Current Margin
Ignore Constraints	Defines whether or not promotion constraints will be taken into account when conflict checking is performed in the worksheet.	Select/Clear check box

Edit System Defaults

Navigate: From Task Pad, select System Options > System Defaults Edit. The System Defaults Edit workspace opens.

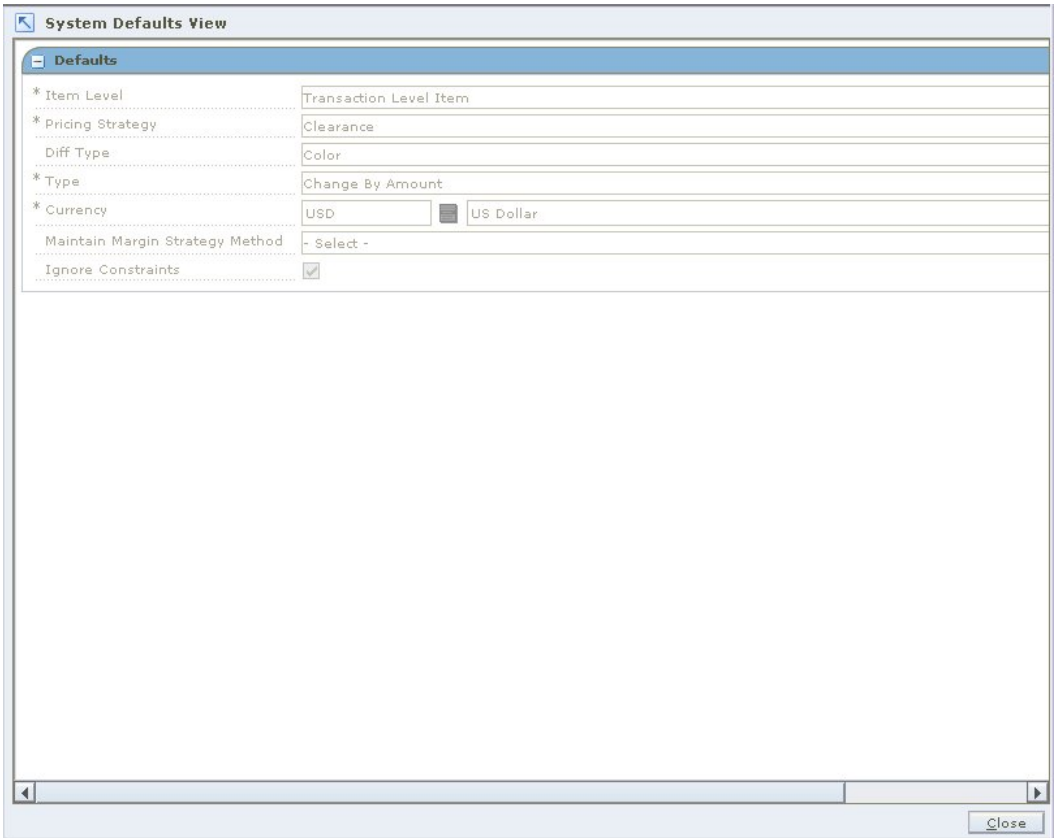


System Defaults Edit Workspace

1. Update enabled fields as necessary. See "System Defaults Definitions" for more information.
2. Click **Save** to commit any changes and close the workspace.

View System Defaults

Navigate: From Task Pad, select System Options > System Defaults View. The System Defaults View workspace opens.



System Defaults View Workspace

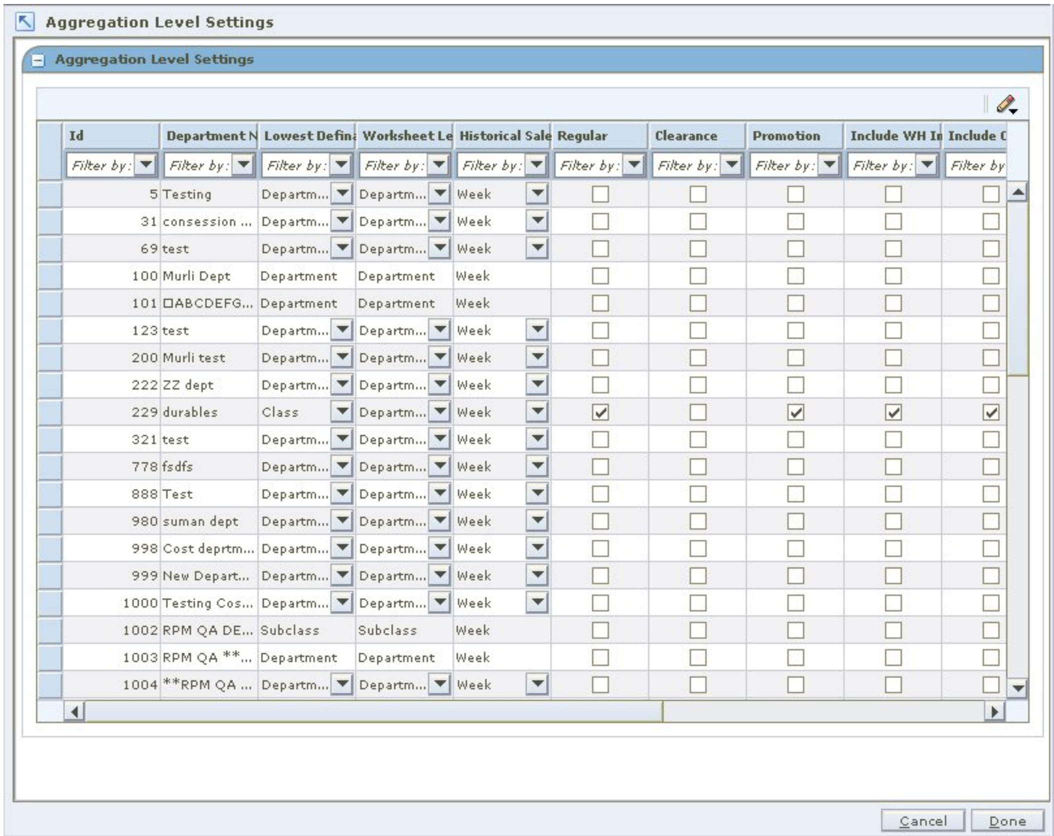
See "System Defaults Definitions" for more information.

Click **Close** to exit the workspace.

Aggregation Levels

Maintain Aggregation Level Settings

Navigate: From the Task Pad, select Aggregation Level > Maintain Aggregation Levels. The Aggregation Level Settings workspace opens.



Aggregation Level Settings Workspace

1. Select the record you want to update.
2. Click in the field that you want to change.
   - **Lowest Definable Level:** Select the lowest level of the merchandise hierarchy for which a price strategy can be defined.
   - **Worksheet Level:** Select the level of the merchandise hierarchy at which worksheets will be generated.
   - **Historical Sales:** Select the sales period RPM should represent as historical on the worksheet.
   - **Regular:** Select the check box to indicate that regular sales should be included as part of historical sales in the price worksheet.
   - **Clearance:** Select the check box to indicate that clearance sales should be included as part of historical sales in on the price worksheet.
   - **Promotion:** Select the check box to indicate that promotional sales should be included as part of historical sales in on the price worksheet.
   - **Include WH Inventory:** Select the check box to indicate that warehouse inventory should be included in the calculations for sell through and price change impact in the price worksheet.

- **Include On Order In Sell Thru:** Select the check box to indicate that inventory ordered is included in the sell through calculations on the price worksheet.
- **Price Change Amount Calc:** Select the method of calculating the price change amount on the price worksheet.
  - **New-Current:** The current price is subtracted from the new price.
  - **Current-New:** The new price is subtracted from the current price
- **Past Retail Change Highlight Days:** Enter the number of days previous retail changes will cause the Last Price Change column of the pricing worksheet to be highlighted.
- **Past Cost Change Highlight Days:** Enter the number of days previous cost changes will cause the Last Cost Change column on the pricing worksheet.
- **Pending Cost Change Window Days:** Enter the number of days into the future the system should look for pending cost changes.
- **Pending Cost Change Highlight Days:** Enter the number of days into the near future the system should look for pending cost changes. The Pending Cost Change column on the worksheet will be highlighted if a cost change falls within the Pending Cost Change Highlight Days.

  Note: Pending Cost Change Highlight Days must be less than or equal to Pending Cost Change Window Days.

3. Click **Done** to save any changes and close the workspace.

4

Pricing

Price Inquiry

The Price Inquiry workspace allows you to look up the price of an item for a selected date and location. The following information appears in the Price Inquiry Results table:

Column	Description
Item ID/Description	The transaction or parent level items found based on the selected criteria.
Diff ID	The differentiators for the parent item if Parent Item/Diff type is selected.
Location/Description	The selected locations, zones, or zone groups depending on selected criteria.
Primary Zone	Selected if the zone is within the primary zone group.
Date	The selected date. The date the item/location price is valid far.
Regular Retail	The regular price of the item/location for the specified date.
Regular Retail UOM	The unit of measure of the regular item/location.
Regular Multi-Units	The regular multi-units of the item/location.
Regular Multi-Units Retail	The regular multi-unit price of the item/location.
Regular Multi-Units Retail UOM	The unit of measure of the regular item/location multi-unit.
Clearance Retail	The clearance price of the item/location for the specified date.
Clearance Retail UOM	The unit of measure of the clearance item/location.
Promotional Retail	The promotional price of the item/location for the specified date.
Promotional Retail UOM	The unit of measure of the promotional item/location.
Complex Promotion	Selected if the item/location is included on a complex promotion.

Regular retail and multi-unit prices are calculated as follows:

Location Hierarchy	Transaction Level Item	Parent Item	Parent Item/Diff
Location	Transaction level price at the location.	Average of prices for all transaction level items under parent at the location.	Average of prices for all transaction level items under parent/diff at the location.
Zone	Average of transaction level prices for all locations in the zone.	Average of prices for all transaction level items under parent at all the locations in the zone.	Average of prices for all transaction level item sunder parent/diff at the locations in the zone.
Primary Zone	Primary zone price.	Average of prices for all transaction level items under parent in the primary zone.	Average of prices for all transaction level items under parent/diff in the primary zone.

Note: "Price" refers to Regular Retail or Regular Multi-Units Retail.

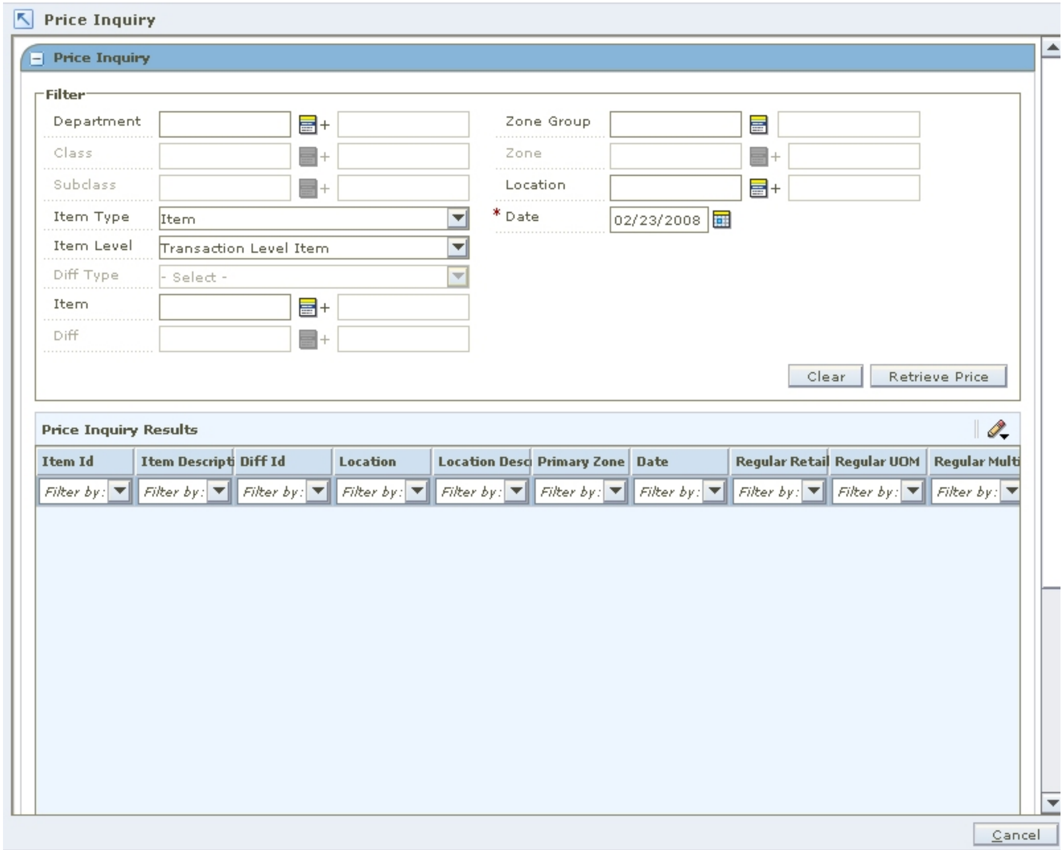
Clearance and promotion prices are calculated as follows:

Location Hierarchy	Transaction Level Item	Parent Item	Parent Item/Diff
Location	Transaction level price at the location.	Average of prices for all transaction level items under parent at the location.	Average of prices for all transaction level items under parent/diff at the location.
Zone	Average of transaction level prices for all locations in the zone.	Average of prices for all transaction level items under parent at all the locations in the zone.	Average of prices for all transaction level item sunder parent/diff at the locations in the zone.

Note: "Price" refers to Clearance Retail or Promotional Retail.

Retrieve an Item Price

Navigation: From Task Pad, select Price Inquiry > Retrieve Item Price. The Price Inquiry workspace opens.

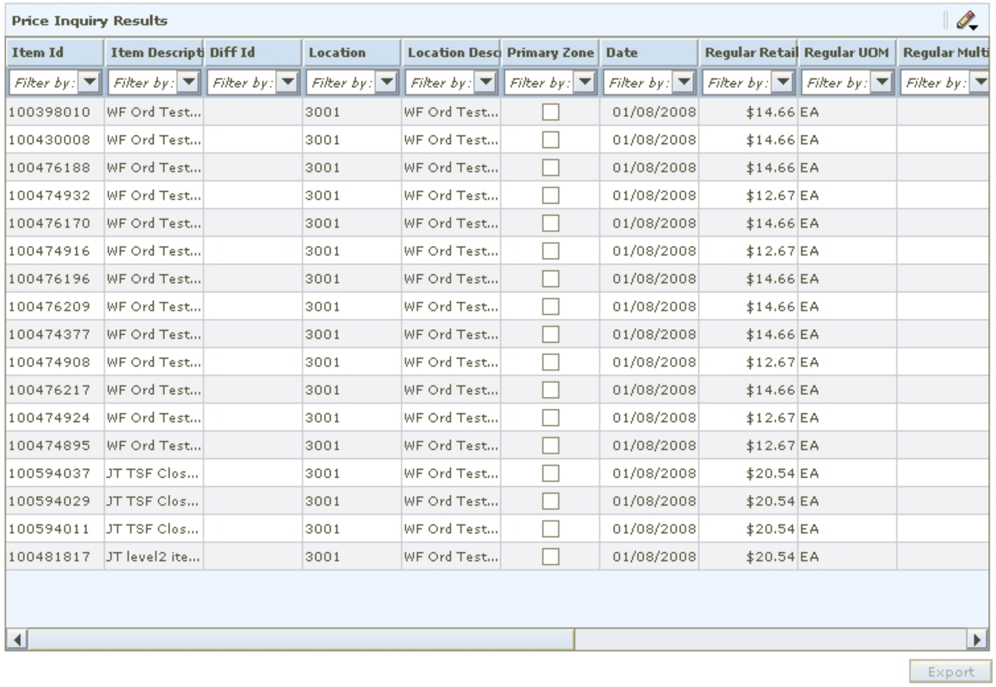


Price Inquiry Workspace

1. Enter criteria as necessary to restrict the search to the price changes you want to maintain.

Field	Criteria
Merchandise Level	Select criteria in the following fields to search for prices in a specific merchandise level: ▪ Department ▪ Class ▪ Subclass ▪ Item Type ▪ Item Level ▪ Diff Type ▪ Item ▪ Diff
Zone/Location	Select Zone Groups, Zones, and Locations to search for prices from specific zones or locations.
Date	Select the date you need to retrieve a price for.

2. Click **Retrieve Price**. Your results appear in the Price Inquiry Results table.



Price Inquiry Results

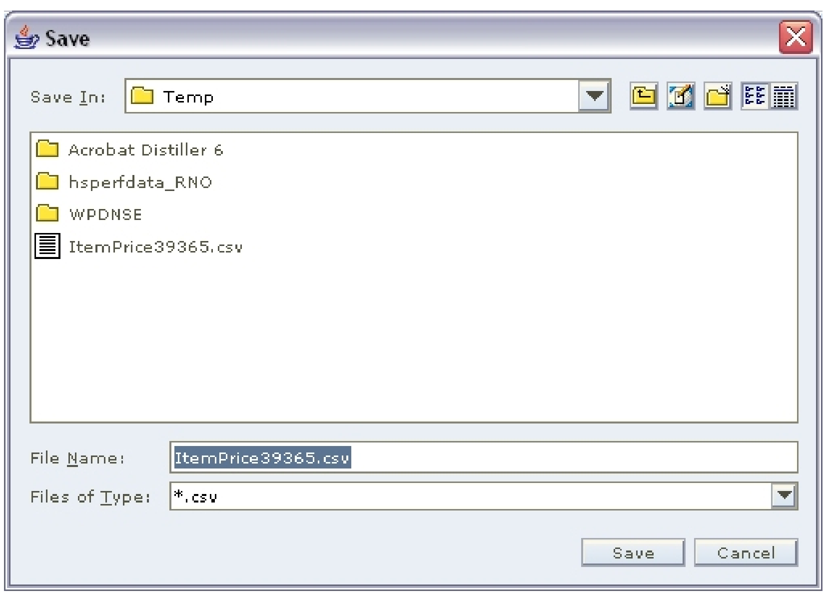
Item Id	Item Descripti	Diff Id	Location	Location Desc	Primary Zone	Date	Regular Retail	Regular UOM	Regular Multi
100398010	WF Ord Test...		3001	WF Ord Test...	☐	01/08/2008	$14.66	EA	
100430008	WF Ord Test...		3001	WF Ord Test...	☐	01/08/2008	$14.66	EA	
100476188	WF Ord Test...		3001	WF Ord Test...	☐	01/08/2008	$14.66	EA	
100474932	WF Ord Test...		3001	WF Ord Test...	☐	01/08/2008	$12.67	EA	
100476170	WF Ord Test...		3001	WF Ord Test...	☐	01/08/2008	$14.66	EA	
100474916	WF Ord Test...		3001	WF Ord Test...	☐	01/08/2008	$12.67	EA	
100476196	WF Ord Test...		3001	WF Ord Test...	☐	01/08/2008	$14.66	EA	
100476209	WF Ord Test...		3001	WF Ord Test...	☐	01/08/2008	$14.66	EA	
100474377	WF Ord Test...		3001	WF Ord Test...	☐	01/08/2008	$14.66	EA	
100474908	WF Ord Test...		3001	WF Ord Test...	☐	01/08/2008	$12.67	EA	
100476217	WF Ord Test...		3001	WF Ord Test...	☐	01/08/2008	$14.66	EA	
100474924	WF Ord Test...		3001	WF Ord Test...	☐	01/08/2008	$12.67	EA	
100474895	WF Ord Test...		3001	WF Ord Test...	☐	01/08/2008	$12.67	EA	
100594037	JT TSF Clos...		3001	WF Ord Test...	☐	01/08/2008	$20.54	EA	
100594029	JT TSF Clos...		3001	WF Ord Test...	☐	01/08/2008	$20.54	EA	
100594011	JT TSF Clos...		3001	WF Ord Test...	☐	01/08/2008	$20.54	EA	
100481817	JT level2 ite...		3001	WF Ord Test...	☐	01/08/2008	$20.54	EA	

Export

Price Inquiry Results Table

Export Price Inquiry Results

1. Select the row you want to export by clicking the box to the left of the row. Press and hold the Ctrl key while selecting to select multiple rows.
2. Click the Export button. The Save window opens.



Save Window

3. Select a location to save the file to from the Save In drop-down.
4. Enter a name for the file in the File Name field.

5. Click **Save**. The file is saved.
6. Open the file in the program of your choice such as a spreadsheet or word processor.

Price Guides

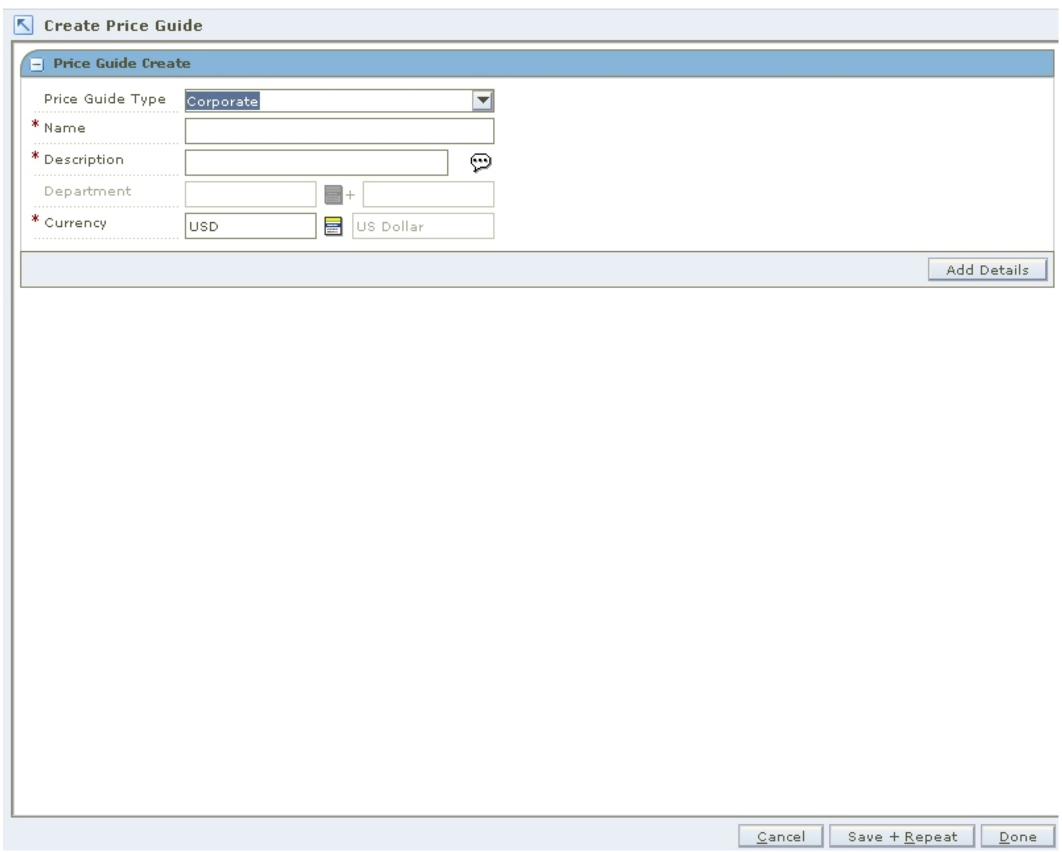
A price guide allows you to create a uniform price strategy. You can use them to maintain consistent price points. You can determine if the prices in a guide should be rounded in the same manner or if they should all end in the same digits.

Price guides can be set up at the corporate level or at the department level. A corporate level price guide is created and maintained at the corporate level, but can be referenced by many departments. If any changes are made to a corporate price guide, all departments that are linked to the corporate guide will reflect the updated changes. A department-level price guide is created and maintained at the department level.

After price guides are defined, they can be used when setting up pricing strategies, price changes, clearances, and promotions. Price guides are also used when creating the primary zone group for a merchandise level. When a price guide is attached to a primary zone group definition, it will be applied to the initial prices proposed by RPM during the initial price setting process in RMS (if the proposed price falls within one of the defined intervals on the guide).

Create a Price Guide

Navigate: From the Task Pad, select Price Guides > Create Price Guide. The Create Price Guide workspace opens.

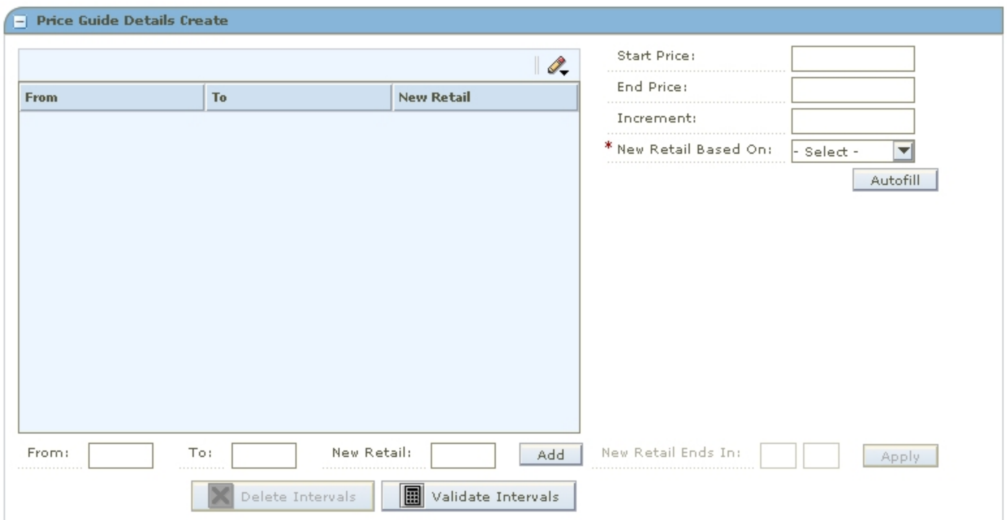


Create Price Guide Workspace

1. In the Price Guide Type field, select the type of price guide you are creating.
2. In the Name field, enter the name of the price guide.
3. In the Description field, enter a description of the price guide.
4. In the Department field, enter the ID of the department, or click the LOV button and select a department.

> **Note:** This field is available only if you selected Department in the Price Guide Type field.

5. In the Currency field, select the currency for the price guide.
6. Click **Add Details**. The Price Guide Details Create pane opens.



Price Guide Details Create Pane

Add Price Intervals Individually

1. In the From field, enter the low price of the interval.
2. In the To field, enter the high price of the interval.

> **Note:** The value in the From field must be lower than the value in the To field.

3. In the New Retail field, enter the price that all values in the interval adjust to.
4. Click **Add**. The information is added to the table.

Add Multiple Price Intervals

1. In the Start Price field, enter the low price of the block of intervals.
2. In the End Price field, enter the high price of the block of intervals.
3. In the Increment field, enter the amount each interval should increase by.
4. In the New Retail Based On field, select how the new retail price should be determined:
   - **From Price:** The new price will be set to the same value as the value in the From column on the list of intervals.

- **To Price:** The new price will be set to the same value as the value in the To column on the list of intervals.
- **Average Price:** The new retail will be set to the average value of values in the From and To columns on the list of intervals.

5. Click **Autofill**. The information is added to the table.

> **Note:** If the End Price is not divisible by the value in the Increment field, RPM will suggest the last valid price in the range. Click **Yes** to accept the price and continue, or **No** to cancel the process.

Define Ends in Values

1. Select the intervals you want to add an ends in value.
2. In the New Retail Ends In field, enter the digits the price ends in.

> **Note:** The number of fields available are determined at system set up. If your currency uses decimals the number of fields corresponds to the number of decimals used in the currency. If you currency does not use decimals, the number of digits is determined at system set up.

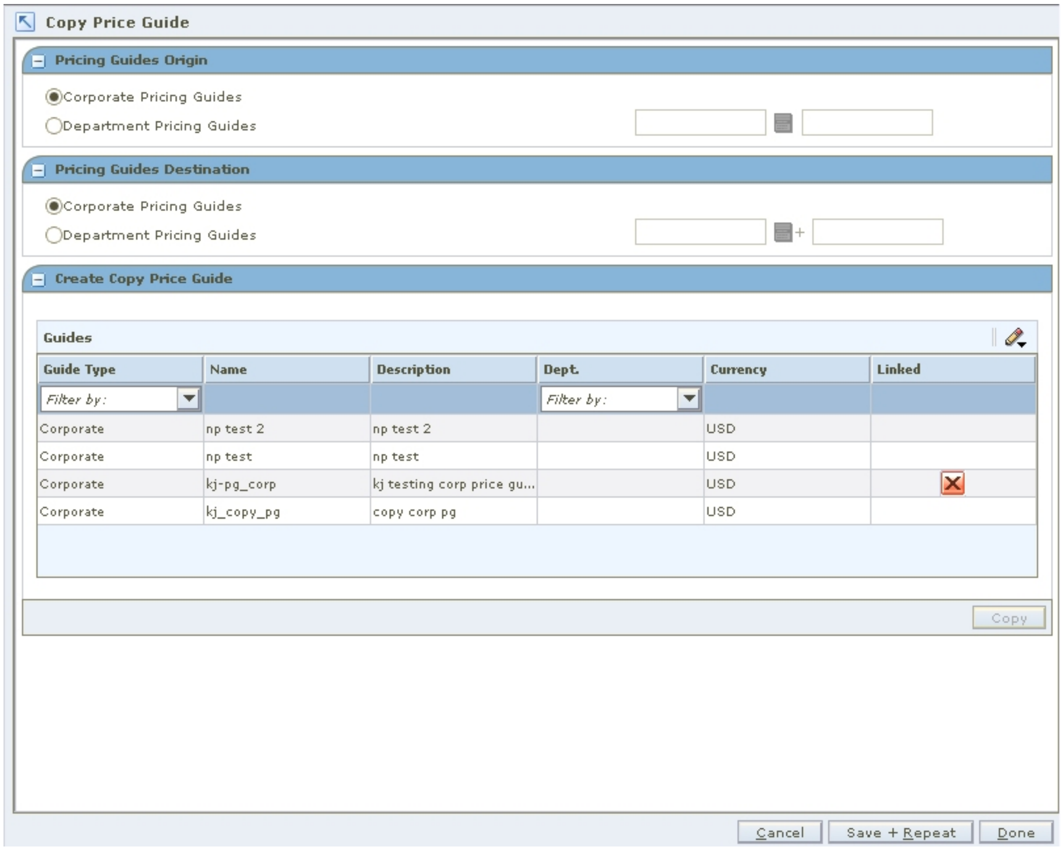
3. Click **Apply**. The New Retail field on the selected intervals in the table is updated with the Ends In Digits specified by the user.

Complete the Price Guide

Click **Done** to save any changes and close the workspace.

Copy a Price Guide

Navigate: From the Task Pad, select Price Guides > Copy Price Guide. The Copy Price Guide workspace opens.



Copy Price Guide Workspace

1. In the Price Guides Origin pane, select the price guide type of the price guide you are copying.

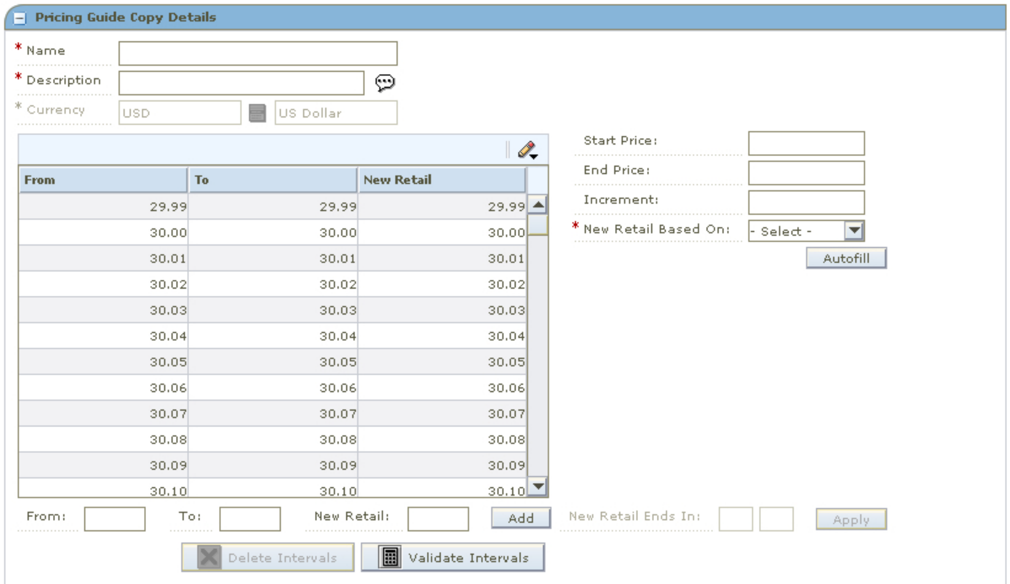
   If you select Department Pricing Guides, enter the department ID in the field to the right, or click the LOV  button and select a department.

   > **Note:** Price guides that match the criteria entered appear in the Create Copy Price Guide pane.

2. In the Price Guides Destination pane, select the price guide type of the price guide you are creating.

   If you select Department Pricing Guides, enter the department ID in the field to the right, or click the LOV button and select a department.

3. In the Create Copy Price Guide pane, select the price guide you want to copy.
4. Click **Copy**. The Pricing Guide Copy Details pane opens.

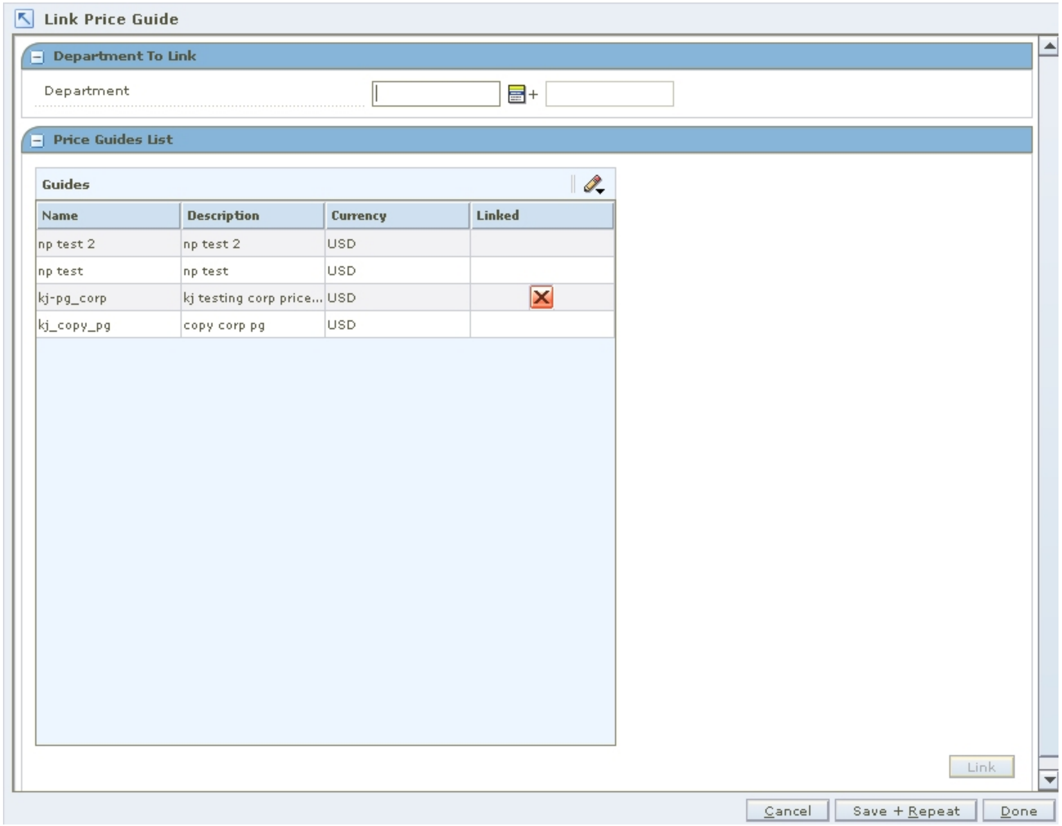


Pricing Guide Copy Details Pane

5. Maintain the price guide as necessary.
6. Click **Done** to save any changes and close the workspace.

Link a Price Guide

Navigate: From the Task Pad, select Price Guides > Link Price Guide. The Link Price Guide workspace opens.

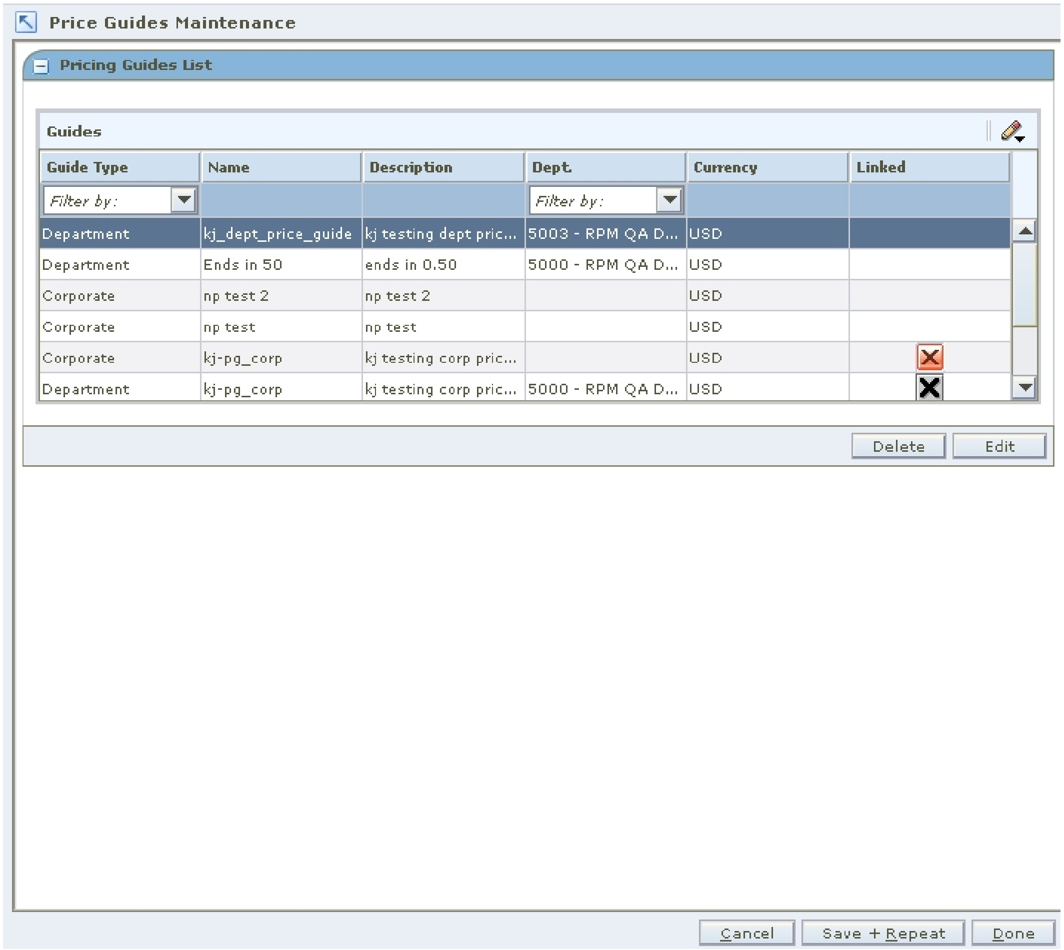


Link Price Guide Workspace

1. In the Department field, enter the ID of the department that you want to link to a corporate price guide.
2. In the Price Guides List pane, select the corporate price guide you want to link to.
3. Click **Link**. A red X appears in the Linked column, indicating that the corporate price guide has been linked.
4. Click **Done** to save any changes and close the workspace.

Maintain a Price Guide

Navigate: From the Task Pad select, Price Guides > Maintain Price Guide. The Price Guides Maintenance workspace opens.



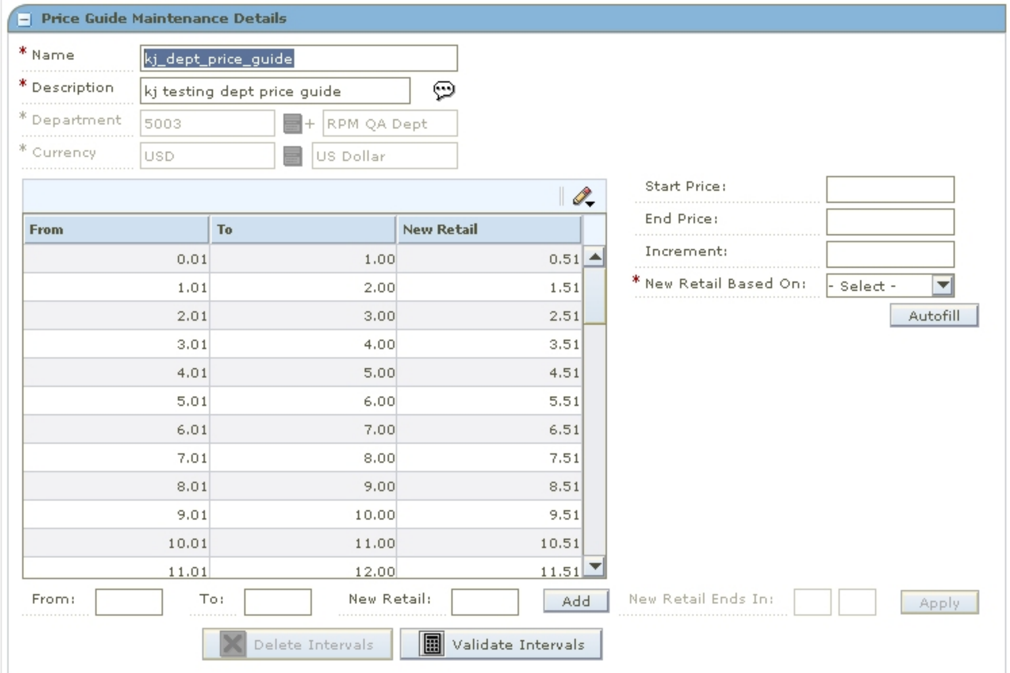
Price Guides Maintenance Workspace

Note: If you are copying a price guide, start with step 3.

1. From the Pricing Guides List, select the price guide you want to edit.

Note: Linked department price guides cannot be edited. They can only be viewed. The details of a linked department price guide are owned at the corporate level, so changes must be made to the corporate price guide.

2. Click **Edit**. The Price Guide Maintenance Details pane opens.



Price Guide Maintenance Details Pane

3. Edit the enabled fields as necessary.
4. Update the intervals as necessary.
   - Add price intervals individually.
   - Add multiple price intervals.
   - Define the ends in price.
5. To delete an interval:
   a. Select the intervals you want to delete.
   b. Click Delete Intervals. The intervals are removed from the table.
6. To verify the intervals are sequential:
   a. Click **Verify Intervals**. If non-sequential intervals exist, an error message appears.
   b. Click **OK**. The non-sequential values are highlighted in red.
   c. Correct the intervals as necessary.
      – Add price intervals individually.
      – Delete an interval.
7. Click **Done** to save any changes and close the workspace.

Candidate Rules

The pricing office of your organization determines the optimum strategies for using RPM in your business. After these strategies are decided, you can define the candidate rules and set up the following parameters:

- Candidate rules
- Variables for candidate rules

You use candidate rules to search the database for items that need to be highlighted for pricing review. Candidate rules determine which item/locations will have retail prices proposed in clearance worksheets. In other types of worksheets they provide a way to identify and track specific items during the worksheet review process.

Candidate rules are defined at the corporate level. You can modify any of the candidate rule parameters. Some rules have variable values. These values are assigned and can be modified at the department level.

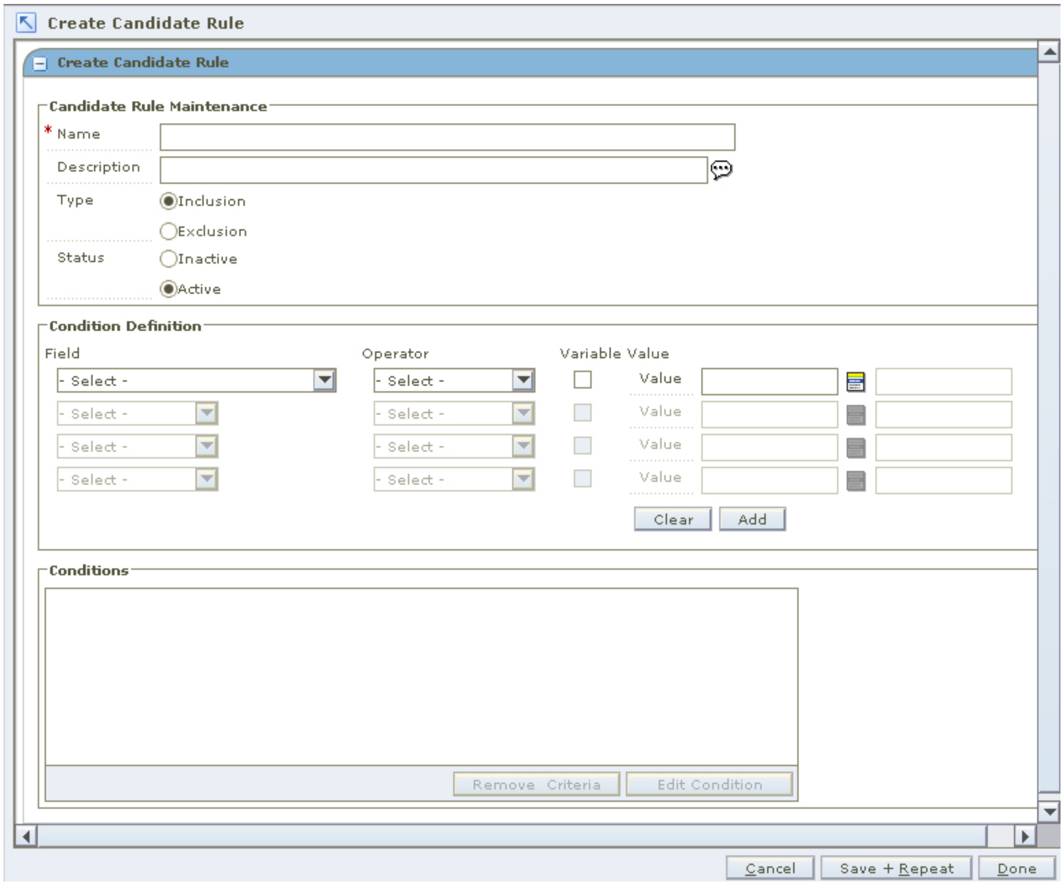
> **Note:** Rules that have variables defined are run only against items in Departments where a value has been assigned to the variable. If there is no variable value for a Department, the candidate rule will not run against items from that Department.

There are two types of candidate rules: Inclusion and Exclusion. Exclusion rules are always run first and identify items that will not be included in the worksheet review. Inclusion rules can contain a variable for Department level differences in the value to be searched against. Items that meet an inclusion candidate rule are flagged on the worksheet. Items that meet an exclusion candidate rule do not appear on the worksheet.

> **Note:** Candidate rules are run against the worksheet when it is first created. They are not run again if the worksheet is updated.

Create a Candidate Rule and Define a Variable for the Rule

Navigate: From the Task Pad, select Candidate Rules > Create Candidate Rules. The Create Candidate Rule workspace opens.



Create Candidate Rule Workspace

1. In the Name field, enter the name of the candidate rule.
2. In the Description field, enter a description of the candidate rule. This description can be up to 250 characters.
3. In the Type, select the kind of candidate rule that you are creating.
4. In the Status field, select the active status of the rule. Only active rules are run during a review period.
5. In the Field column, select the field to which the candidate rule is applied.

6. In the Operator field, select the relationship that the Field item has to the Value or Variable Name.

Note: All options may not be available for some field types.

Operator	Relationship
=	Equal to
<	Less Than
>	Greater Than
<=	Less than or equal to
>=	Greater than or equal to
	Not equal to

7. In the Value field, enter the ID of value or click the LOV button and select a value.

Note: If you enter a Value, the rule runs against all Departments that use this value in the rule. If you enter a Variable, you can assign the value of the Variable by Department.

Assign a Variable Value

1. Select the Variable check box.
2. If the Variable is a new variable, select the New check box.
3. In the Value field, enter the name if it is a new variable or click the LOV button and select an existing variable.

Complete the Candidate Rule

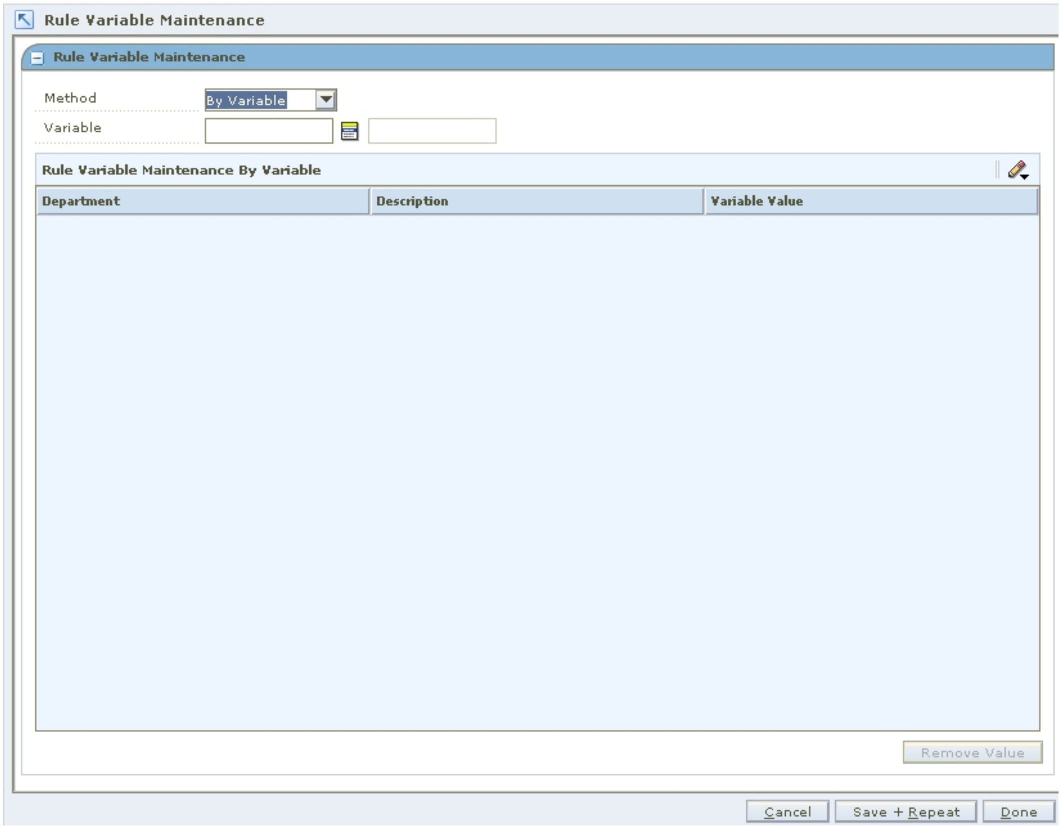
1. Enter additional conditions as necessary.
2. Click **Add**. The condition opens in the conditions area.

Note: A single rule can have multiple conditions. If multiple conditions exist for a rule, an item must meet all of the conditions in order for the rule to be met.

3. Click **Done** to save any changes and close the window.

Maintain Rule Variables by Variable or by Department

Navigate: From the Task Pad, select Candidate Rules > Maintain Rule Variables. The Rule Variable Maintenance workspace opens.



Rule Variable Maintenance Workspace

1. In the Method field, select how you want to update the rule variables
2. In the Variable/Department field, select the value you want to use to update the rule variable.
3. In the Variable Value field, enter the value to be associated with the variable when the rule is run against items in the department.
4. To update the values for multiple departments:
   a. Multi-select the departments you want to update
   b. In the Value field below the Rule Variable Maintenance By Variable table, enter the value to be associated with the variable when the rule is run against items in the department.
   c. Click **Apply**.
5. Click **Done** to save any changes and close the workspace.

Delete a Candidate Rule Variable

> **Note:** If the variable is attached to a candidate rule, you must delete the candidate rule before you can delete the variable. To delete the candidate rule, see the Delete a candidate rule procedure.

1. In the Department field, enter the Department number or click (LOV) and select from the list of values.
2. Click **View**. A list of the defined variables with their assigned values appears.
3. Select the radio button for the candidate rule variable that you want to remove.
4. Click **Delete**. A message appears, “This variable will be deleted for all Departments. Do you want to continue?”
5. Click **OK**. The variable is removed from the list.

> **Note:** To leave the window without making changes, click Cancel.

Update a Candidate Rule Variable

> **Note:** Rules that have variables defined are run only against items in Departments where a value has been assigned to the variable. If there is no variable value for a Department, the candidate rule will not run against items from that Department.

1. In the Department field, enter the Department number or click (LOV) and select from the list of values.
2. Click **View**. A list of the defined variables with their assigned values appear.

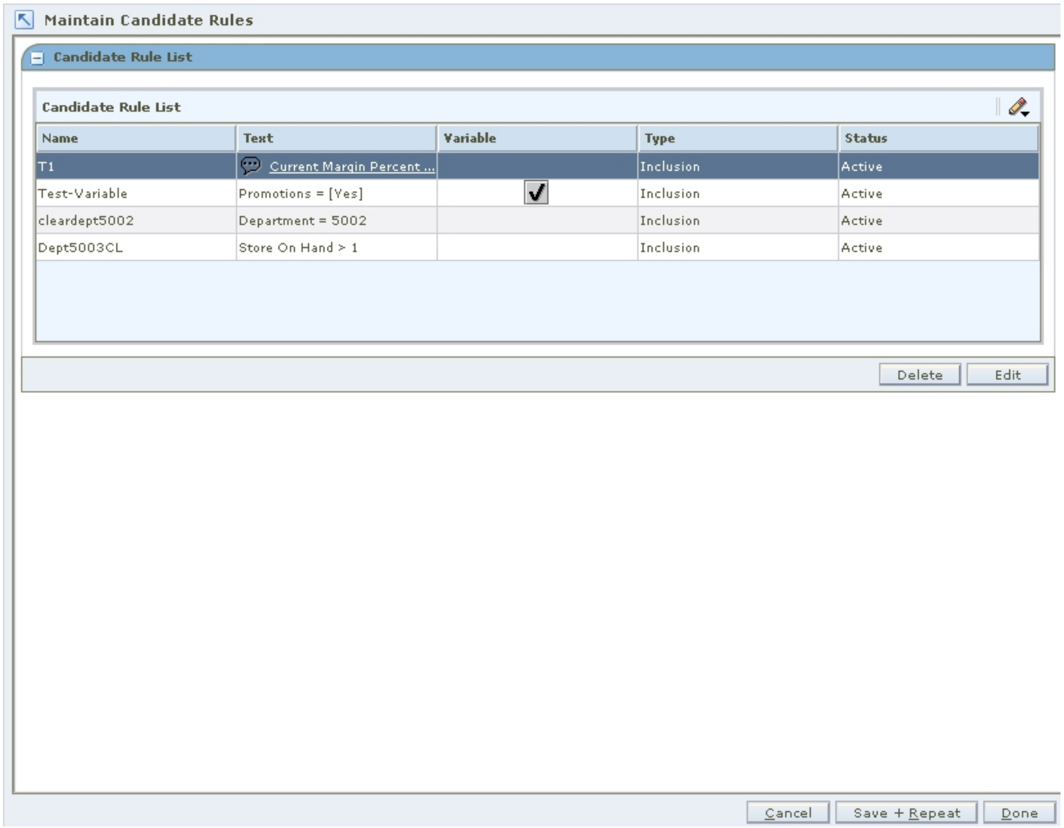
> **Note:** To apply the same variable to more than one Department, select the desired Departments from the list. For more information on selecting multiple items from a list, see the Select multiple options from a list procedure.

3. In the Value field for the candidate rule variable that you want to edit, enter the appropriate value.
4. Click **Save**. The information is saved.

> **Note:** To leave the window without making changes, click Cancel.

Maintain a Candidate Rule

Navigate: From the Task Pad, select Candidate Rules > Maintain Candidate Rules. The Maintain Candidate Rules workspace opens.



Maintain Candidate Rules Workspace

1. Select the candidate rule you want to change.
2. Click **Edit**. The Candidate Rule Maintenance workspace opens with information about the selected candidate rule.
3. Change information in any of the fields, as necessary.

   > **Note:** See "Create a Candidate Rule and Define a Variable for the Rule" for additional information.

4. If you want to use the value as a variable:
   a. Check the box in front of Use value as variable.
   b. Enter or Click (LOV) to display a list of existing values.
   c. Select an appropriate value from the list.
5. If you want to edit only the Condition portion of a rule:

   > **Note:** To add a new Condition to a rule without changing any existing Conditions, follow steps c-d below.

   a. In the Conditions box, select the Condition that you want to change.
   b. Click **Edit**. The components of the selected condition display in the Field, Operator, and Values or Variable Name fields.

c. Enter the appropriate information in the Field, Operator, and Values or Variable Name fields.

d. To include the new or updated Condition without removing the existing Condition, click **Add**.

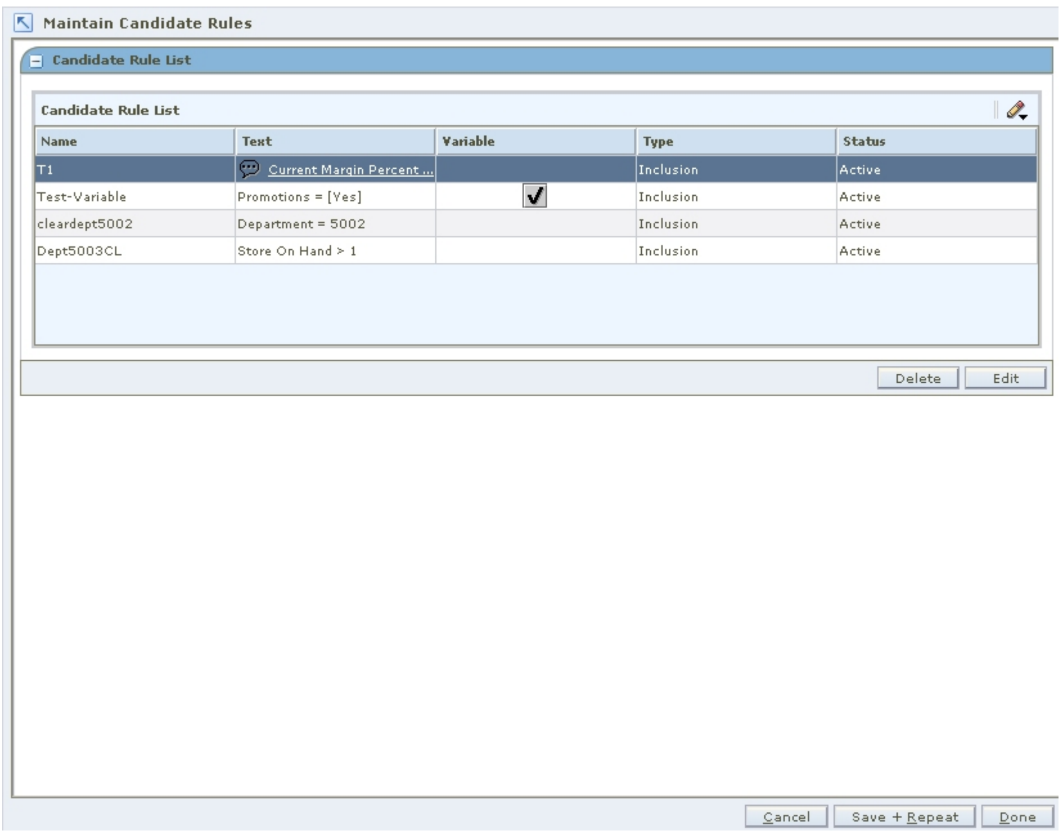
   Or

   To substitute the existing Condition with the one you just created or edited, click Replace.

6. To return to the Candidate Rules window, click **Cancel**. All information that you did not save in the Candidate Rule Maintenance window is lost.
7. To delete a condition, select the condition in the Conditions box.
8. Click **Delete**. The condition is removed.
9. To apply all of the changes that you made in this window, click **Save**. You are returned to the Candidate Rules window.

Delete a Candidate Rule

Navigate: From the Task Pad, select Candidate Rules > Maintain Candidate Rules. The Maintain Candidate Rules workspace opens with all of the current candidate rules listed.



Maintain Candidate Rules Workspace

1. Select the candidate rule you want to delete.
2. Click **Delete**. A message appears, “Are you sure you want to delete the selected rule?”
3. Click **OK** to delete the rule. The rule is removed from the list.

> **Note:** Variables are not deleted if you delete a rule that has a condition with variables and values assigned at the Department level. This feature allows you to use the existing variables and assigned values when you create a new rule. To delete the variables, see the Delete a candidate rule variable procedure.

Zone Structures

Zone structures allow you to group locations that are priced the same. Additionally, you identify the types of pricing the zone is used for; Regular, Promotional, or Clearance. There are several components that you need to define in order to use zone structures.

Zone Groups

Zone groups are a collection of zones. You can define multiple zone groups that are suited to your business. After you define the zone group, you can define the zones in the zone group. A location (store or warehouse) can only exist once in a given zone group. Multiple currencies may exist within a zone group.

Zones

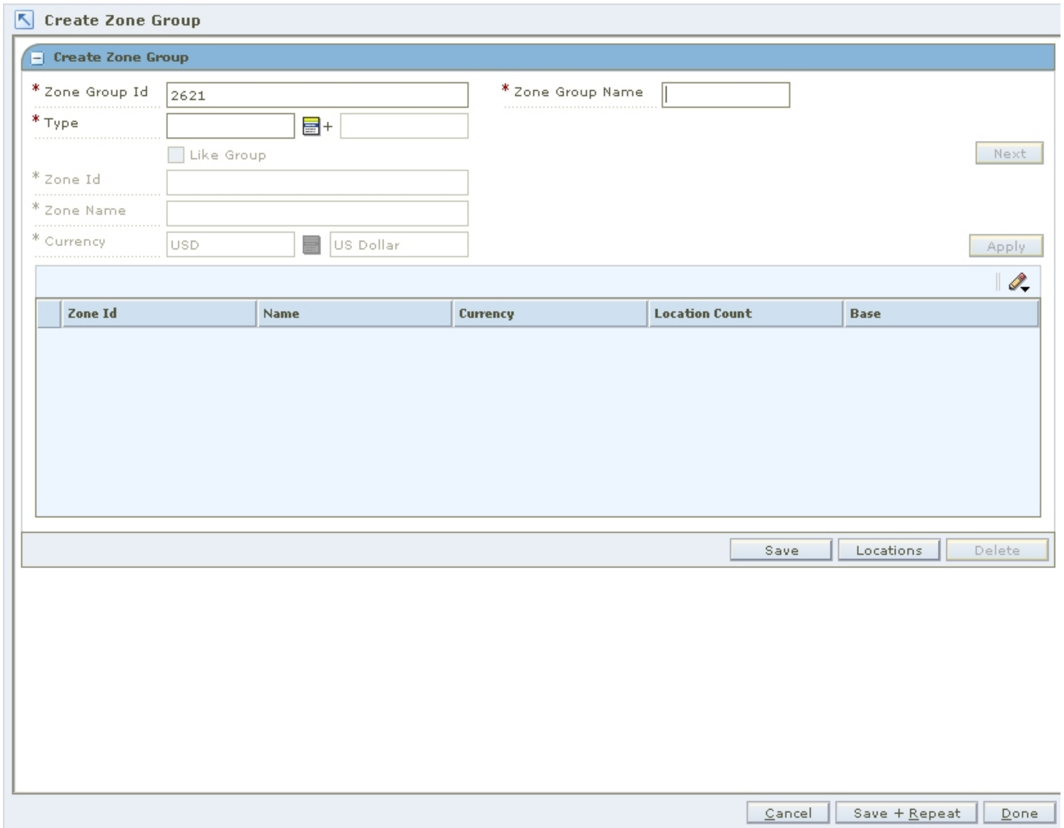
A zone is a group of locations that are priced the same within a zone group. Locations within a zone must have the same currency. Not all locations must be assigned to a zone.

Primary Zone Groups

The primary zone group is used to determine how items are initially priced in the merchandising system. When you create a primary zone group, you identify the merchandise hierarchy level, the zone group, the markup percent, the markup type, and the price guide. The merchandise hierarchy assigned to a new item in merchandising system will determine the primary zone group definition in RPM used to initially price the item. Based on the information associated with the primary zone group and the cost of the item, as entered in the merchandising system, prices will be proposed. Additionally, price changes that are created against a zone in the primary zone group are stored at the zone level. These price changes can be displayed in the Price Inquiry window.

Create a Zone Group

Navigate: From the Task Pad, select Zone Structure > Create Zone Group. The Create Zone Group workspace opens.



Create Zone Group Workspace

1. In the Zone Group ID field, edit the generated Zone Group ID field as necessary.

> **Note:** The Zone Group ID field appears with the next available number. If you choose to update the field, you must choose a unique ID.

2. In the Zone Group Name field, enter a description of the zone group.
3. In the Type field, enter the type of pricing this zone group is used for, or click the LOV button and select a type.
4. Click **Next**. Your zone group is created.

Add Zones to a Zone Group

1. In the Zone ID field, edit the generated Zone Group ID field as necessary.

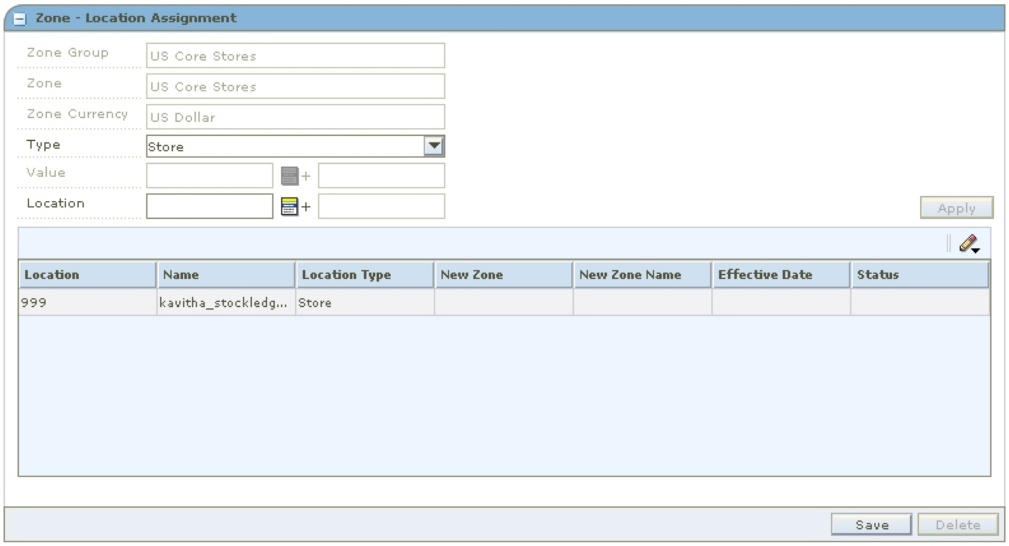
> **Note:** The Zone ID field appears with the next available number. If you choose to update the field, you must choose a unique ID.

2. In the Zone Name field, enter a description of the zone.
3. In the Currency field, enter the currency for the zone, or click the LOV button and select a currency.

4. Click **Apply**. Your zone is added to the table.
5. Add the appropriate number of zones for your zone group.

Add Locations to a Zone

1. Select a zone.
2. Click **Locations**. The Zone – Location Assignment pane opens.



Zone – Location Assignment Pane

3. In the first field, select the type of location you want to add to the zone.
4. In the Value field, enter the ID of the location or location group, or click the LOV button and select a location or location group.
5. Click **Apply** to add the location or location group to the list of locations.
6. Click **Save** to commit any changes.
7. Click **Done** to save any changes and close the workspace.

> **Note:** When you add a location to a zone, a location move request is created in Approved status. The location move request will wait for the next scheduling batch, and that batch program will process the addition. If you want to cancel the approved location addition request, you can change the location move request from Approved back to Worksheet status before the scheduling batch is run. See "Reset a Location Move to Worksheet Status" for more information.

Copy an Existing Zone Group

1. In the Zone Group ID field, edit the generated Zone Group ID field as necessary.

> **Note:** The Zone Group ID field appears with the next available number. If you choose to update the field, you must choose a unique ID.

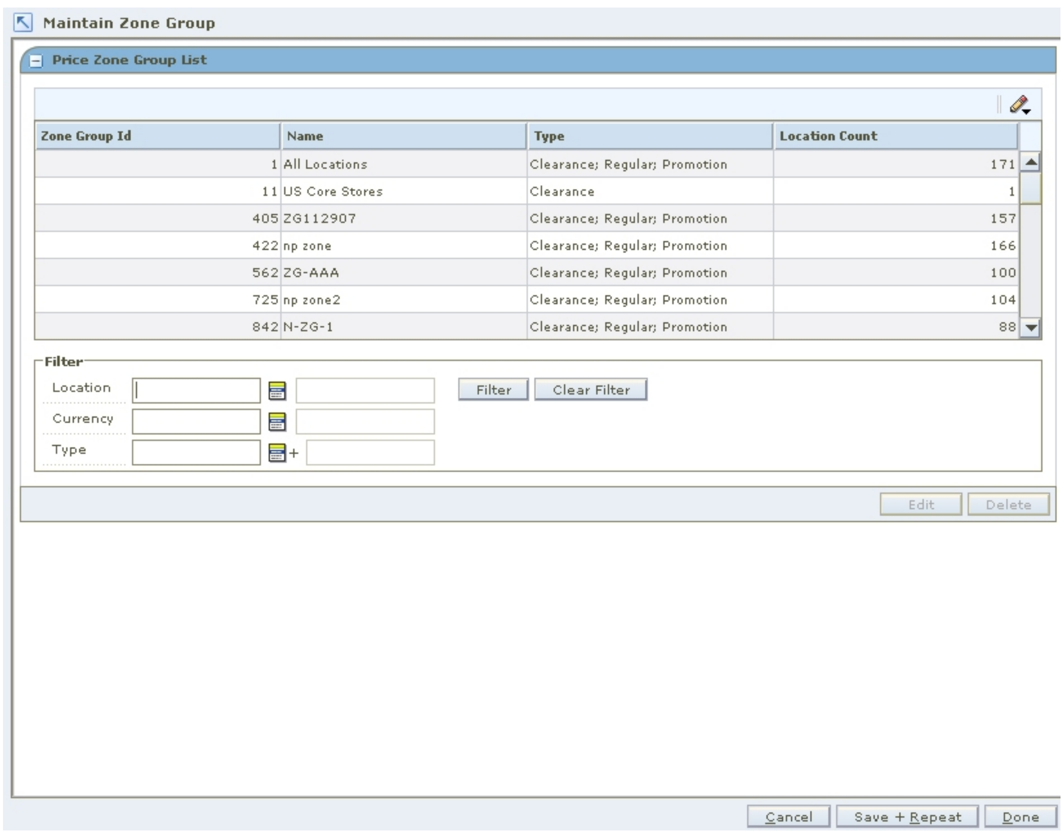
2. In the Zone Group Name field, enter a description of the zone group.

3. In the Type field, enter the pricing strategy that the zone group will use, or click the LOV button and select a type.
4. Select the Like Group check box.
5. Click **Next**. The Like Group pane opens.
6. Enter the ID of the zone group that you want to copy, or click the LOV button and select a group.
7. Click **Done** to save any changes and close the workspace.

> **Note:** To edit the newly created Zone Group, see "Maintain a Zone Group."

Maintain a Zone Group

Navigate: From the Task Pad, select Zone Structure > Maintain Zone Group. The Maintain Zone Group workspace opens.



Maintain Zone Group Workspace

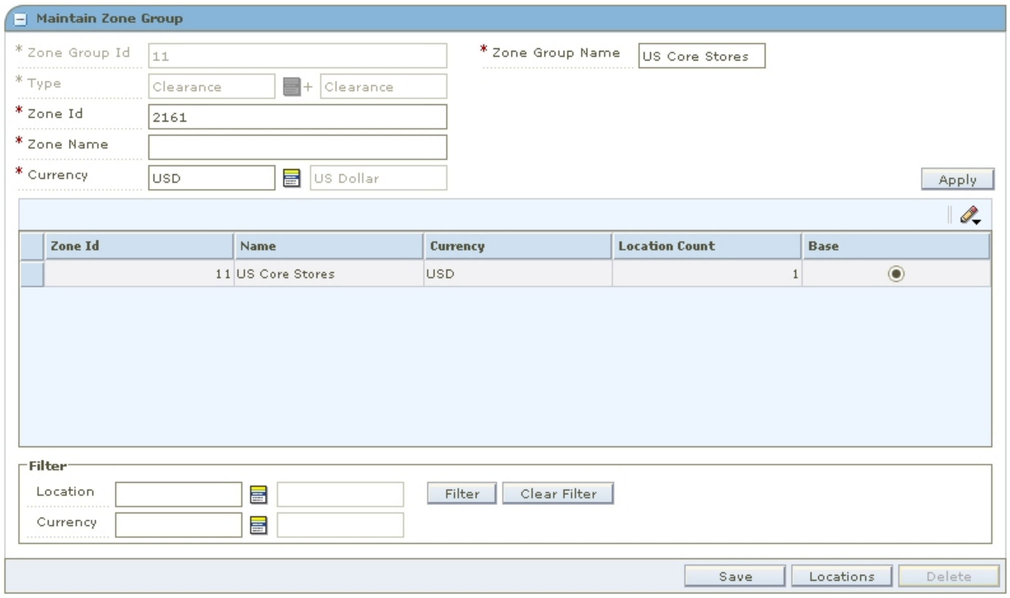
1. Filter for the records as necessary:
   1. In the Location, Currency, and Type fields, enter the criteria you want to filter for.
   2. Click the filter  button. Zone groups that match your criteria appear in the table below.

> **Note:** Click the  clear filter button to remove the filter criteria. All zone groups appear in the table below.

2. To delete a zone group:
   1. Select a zone group.
   2. Click **Delete**. The zone group, zones, and locations are removed.

Edit Zones

1. Select a zone group.
2. Click **Edit**. The Maintain Zone Group pane opens.



Maintain Zone Group (Edit) Pane

3. After the Zone has been added to the Zone Group the currency cannot be changed. The zone with the incorrect currency can be deleted and then re-created with the correct currency.

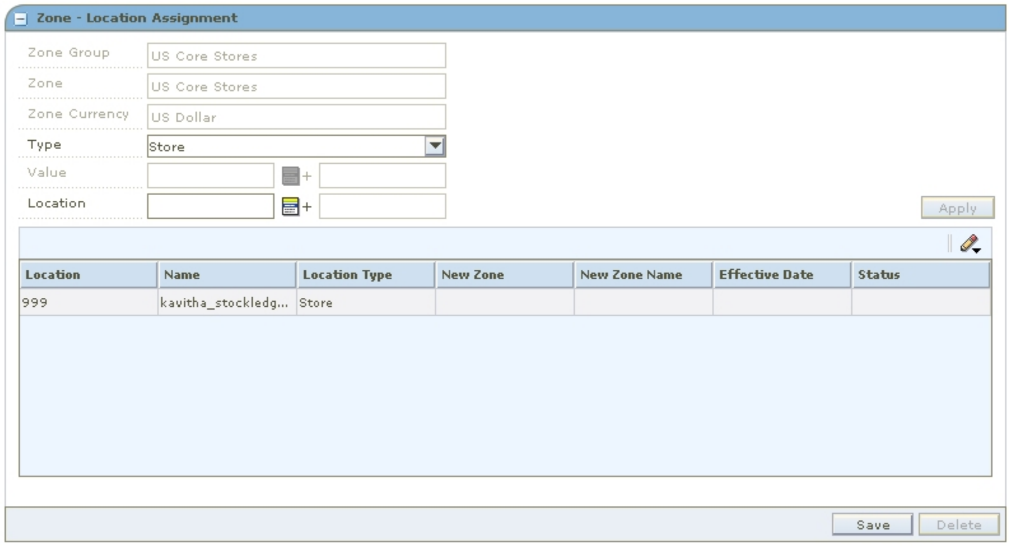
> **Note:** If there are no locations in the zone the currency field is editable. If locations exist in the zone than the currency field is NOT editable.

4. Add zones to the zone group.
5. To delete a zone:
   a. Select a zone.
   b. Click **Delete**. The zone is removed from the list of zones.

> **Note:** You must first delete all locations from the zone before you can delete it.

Edit Locations

1. Select a zone.
2. Click **Locations**. The Zone – Location Assignment pane opens.



Zone - Location Assignment Pane

3. Add locations to the zone.

> **Note:** When you add a location to a zone that was previously saved, a location move is scheduled. See "Maintain Location Move."

4. To delete a location from a zone.
   a. Select a location.
   b. Click **Delete**. The location is removed from the list of locations.

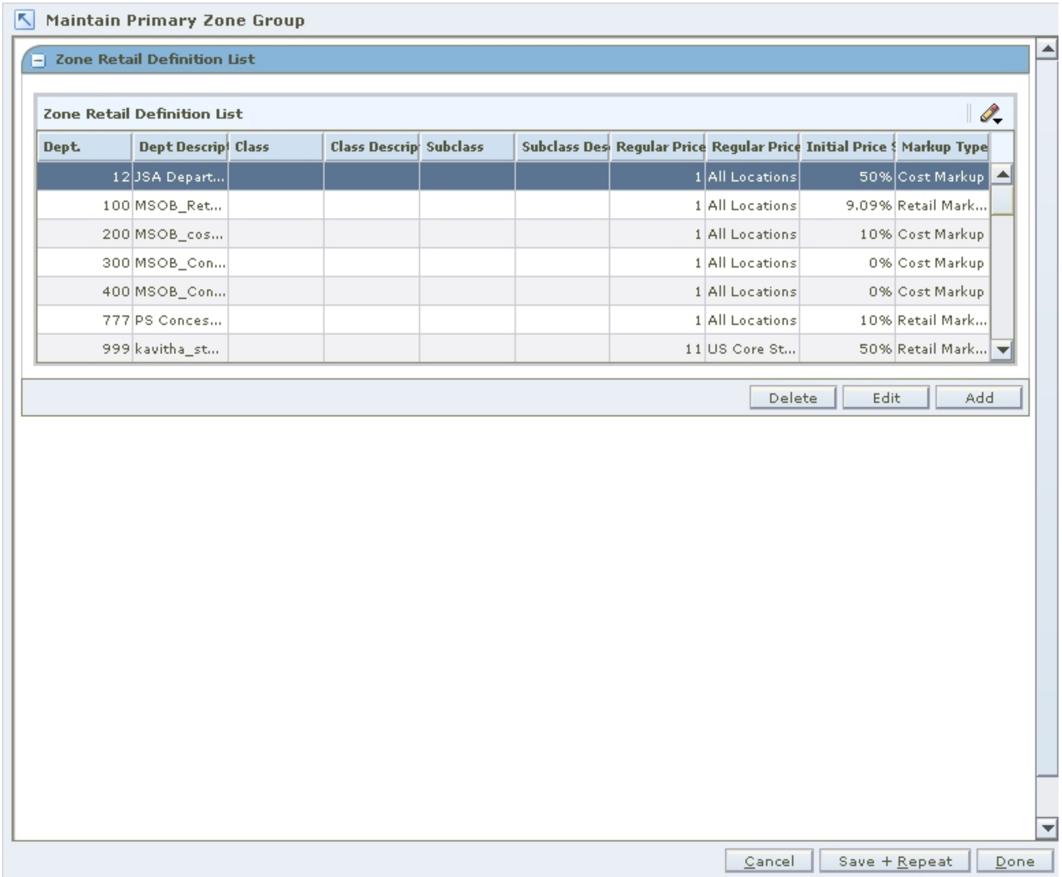
> **Note:** When you add or delete a location in a zone, a location move request is created in Approved status. The location move request will wait for the next scheduling batch, and that batch program will process the addition or deletion. If you want to cancel the approved location move request, you can change the location move request from Approved back to Worksheet status before the scheduling batch is run. See "Reset a Location Move to Worksheet Status" for more information.

Complete the Zone Edits

Click **Done** to save any changes close the workspace.

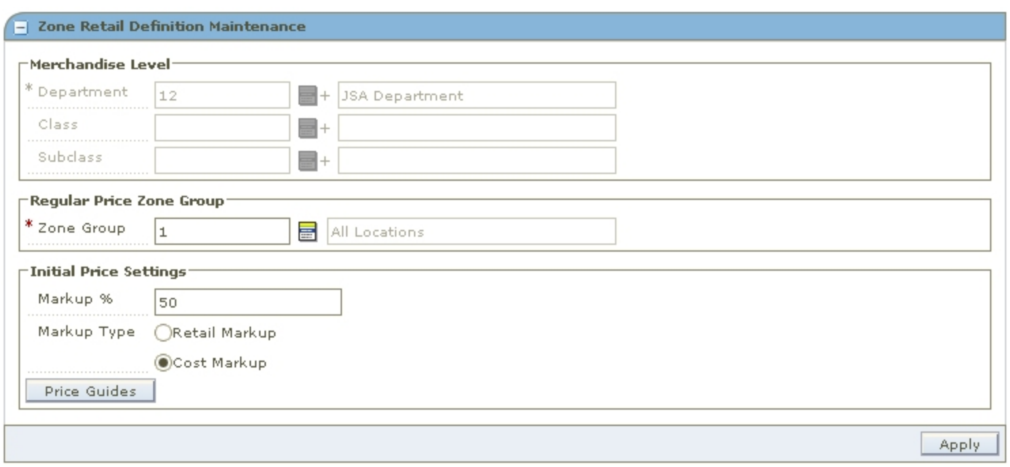
Create a Primary Zone Group

Navigate: From the Task Pad, select Zone Structure > Maintain Primary Zone Groups. The Maintain Primary Zone Group workspace opens.



Maintain Primary Zone Group Workspace

1. Click **Add**. The Zone Retail Definition Maintenance pane opens.



Zone Retail Definition Maintenance Pane

2. In the Department field, enter the ID of the department, or click the LOV button and select a department.

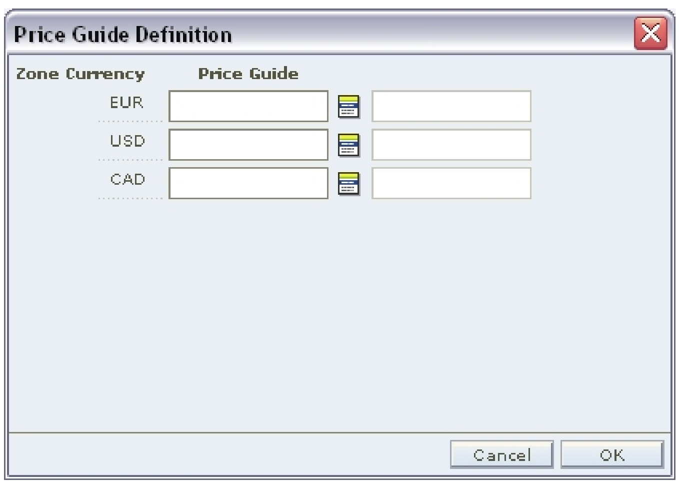
3. In the Class field, enter the ID of the class, or click the LOV button and select a class.
4. In the Subclass field, enter the ID of the subclass, or click the LOV button and select a subclass.

> **Note:** You must select the merchandise hierarchy levels above class and subclass before you can identify class and subclass. Class and subclass are not required. You can define a primary zone group at the Department level.

5. In the Zone Group field, enter the ID of the zone group you want to associate with the selected merchandise hierarchy level, or click the LOV button and select a zone group.

> **Note:** Regular price zone groups are the only type of zone groups that can be attached to a primary zone group.

6. In the Initial Price Settings pane:
   a. In the Markup % field, enter the percent of markup that is applied to the cost of the item.
   b. Select either Retail Markup or Cost Markup to indicate how the markup is calculated.
7. To add a price guide, click **Price Guides**. The Price Guide Definition dialog opens.



Price Guide Definition Dialog

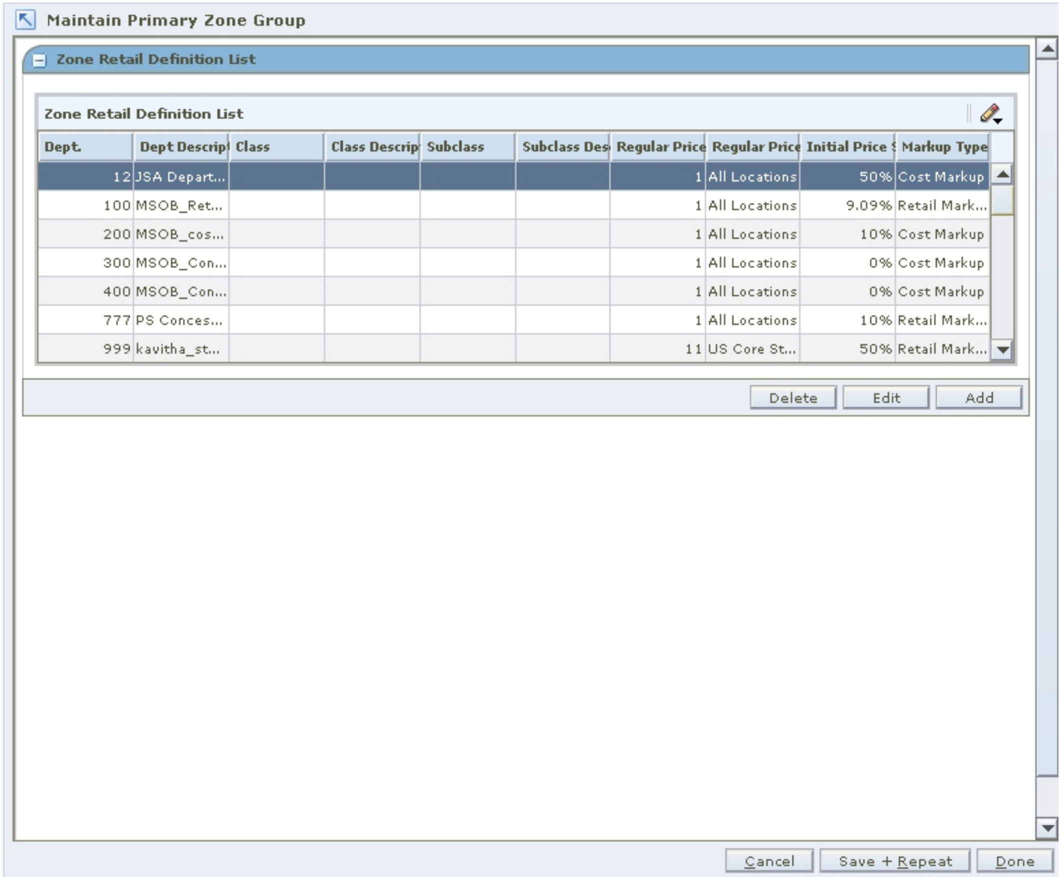
8. For each currency, enter a price guide ID, or click the LOV button and select a price guide.

> **Note:** Only price guides that are associated with the department selected in the Zone Retail Definition Maintenance pane appear. For each currency, you can select a price guide, if a price guide has been set up for the currency and department.

9. Click **OK** to save any changes and close the window.
10. Click **Apply** to add your changes to the table.
11. Click **Done** to save any changes and close the workspace.

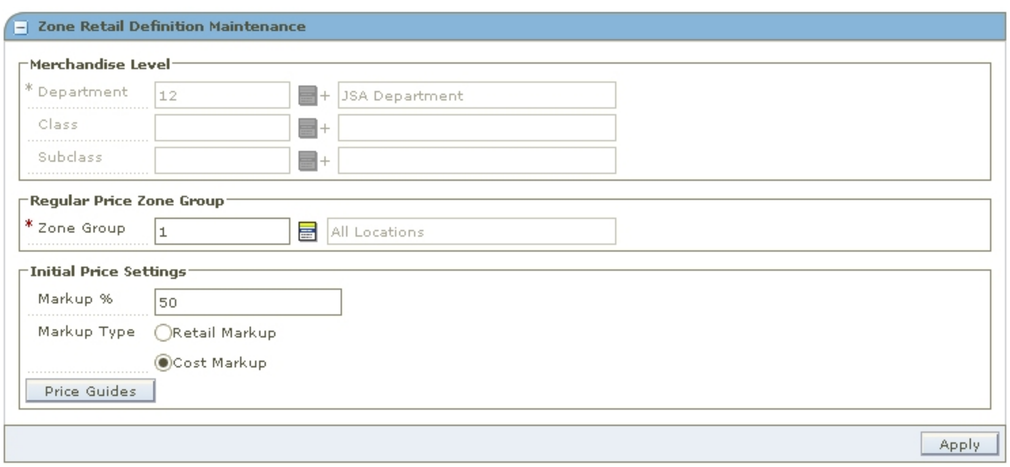
Maintain a Primary Zone Group

Navigate: From the Zone Structure menu, select Maintain Primary Zone Groups. The Maintain Primary Zone Group workspace opens.



Maintain Primary Zone Group Workspace

1. Click **Edit**. The Zone Retail Definition Maintenance pane opens.



Zone Retail Definition Maintenance Pane

2. Edit the enabled fields as necessary.
3. Click **Apply**.
4. Click **Done** to save any changes and close the workspace.

Delete a Primary Zone Group

1. Select a primary zone group.
2. Click **Delete**. Your changes are removed from the table.
3. Click **Done** to save any changes and close the workspace.

Codes

The foundation area allows you to maintain reason codes and link codes. Reason codes are used to explain the rationale for clearances and price changes. Link codes are used to associate items to each other at a location and price them exactly the same.

Link Codes

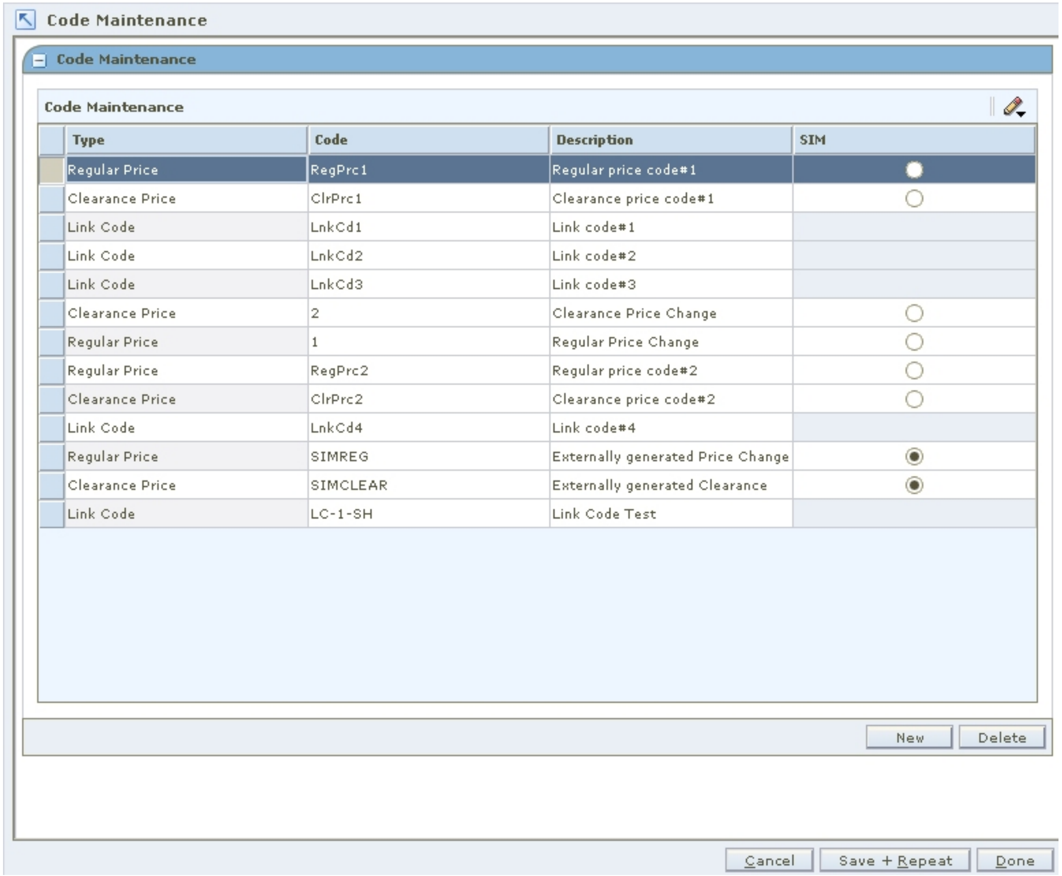
The Maintain Link Codes area allows you to assign link codes to a transaction level item/location. The items can be associated to the code through the merchandise hierarchy, at the item level, or through item attributes such as diff or diff type. Locations can be associated to the code through the zone group or zone or by entering the location directly.

Market Basket Codes

The Maintain Market Basket Codes area allows you to assign market baskets codes to an item/zone. The items can be associated to the code through the merchandise hierarchy, at the item level, or through item attributes such as diff or diff type.

Create a Code

Navigate: From the Task Pad, select Foundation > Code Maintenance. The Code Maintenance workspace opens.



Code Maintenance Workspace

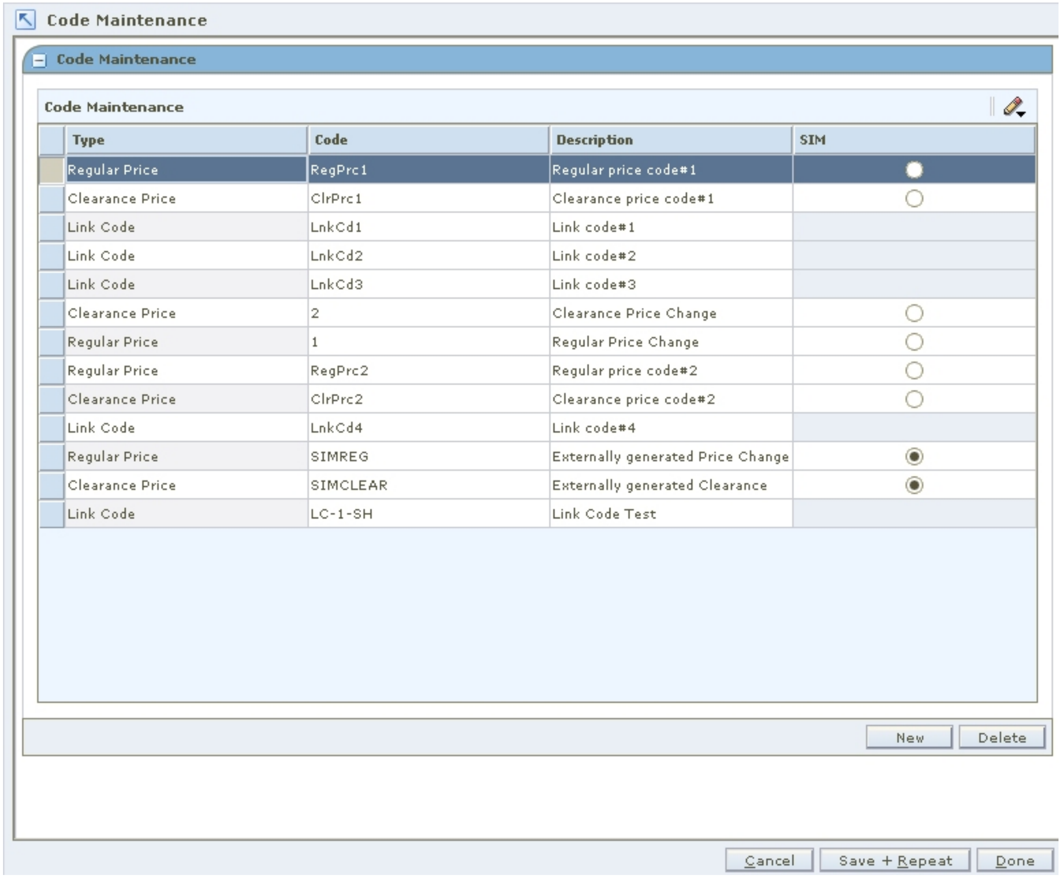
1. Click **New**. The next line on the table is enabled.
2. In the Type field, select the type of code you are creating.
3. In the Code field, enter a unique identifier for the code.
4. In the Description field, enter a description of the code.
5. In the SIM field, select the radio button to indicate that the reason code is used exclusively by Store Inventory Management (SIM).

> **Note:** Only one reason code for price changes and clearances can be assigned as a SIM reason code.

6. Click **Done** to save any changes and close the workspace.

Edit a Code

Navigate: From the Task Pad, select Foundation > Code Maintenance. The Code Maintenance workspace opens.



Code Maintenance Workspace

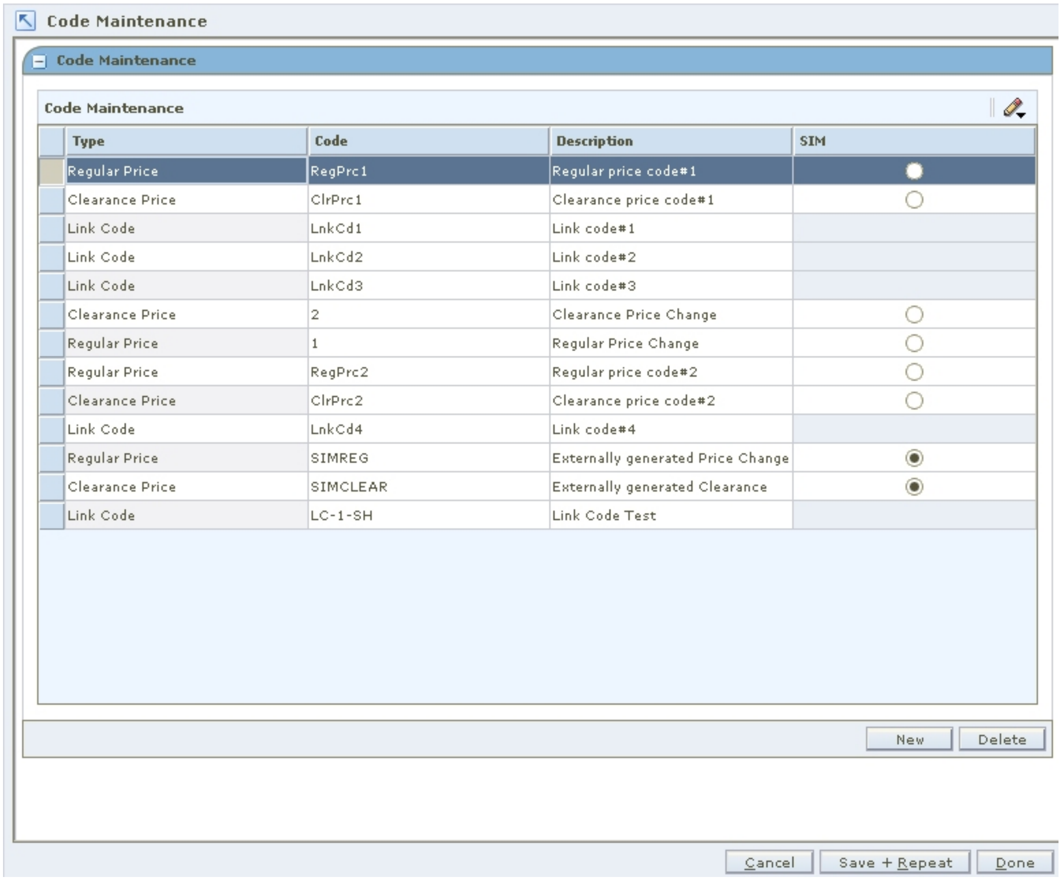
1. Select the field you want to edit.
2. Make necessary changes.
3. In the SIM field, select the radio button to indicate that the reason code is used exclusively by Store Inventory Management (SIM).

> **Note:** Only one reason code for price changes and clearances can be assigned as a SIM reason code. You are prompted to confirm your choice to change the SIM reason code.

4. Click **Save + Repeat** to commit your changes.
5. Click **Done** to save any changes and close the workspace.

Delete a Code

Navigate: From the Task Pad, select Foundation > Code Maintenance. The Code Maintenance workspace opens.



Code Maintenance Workspace

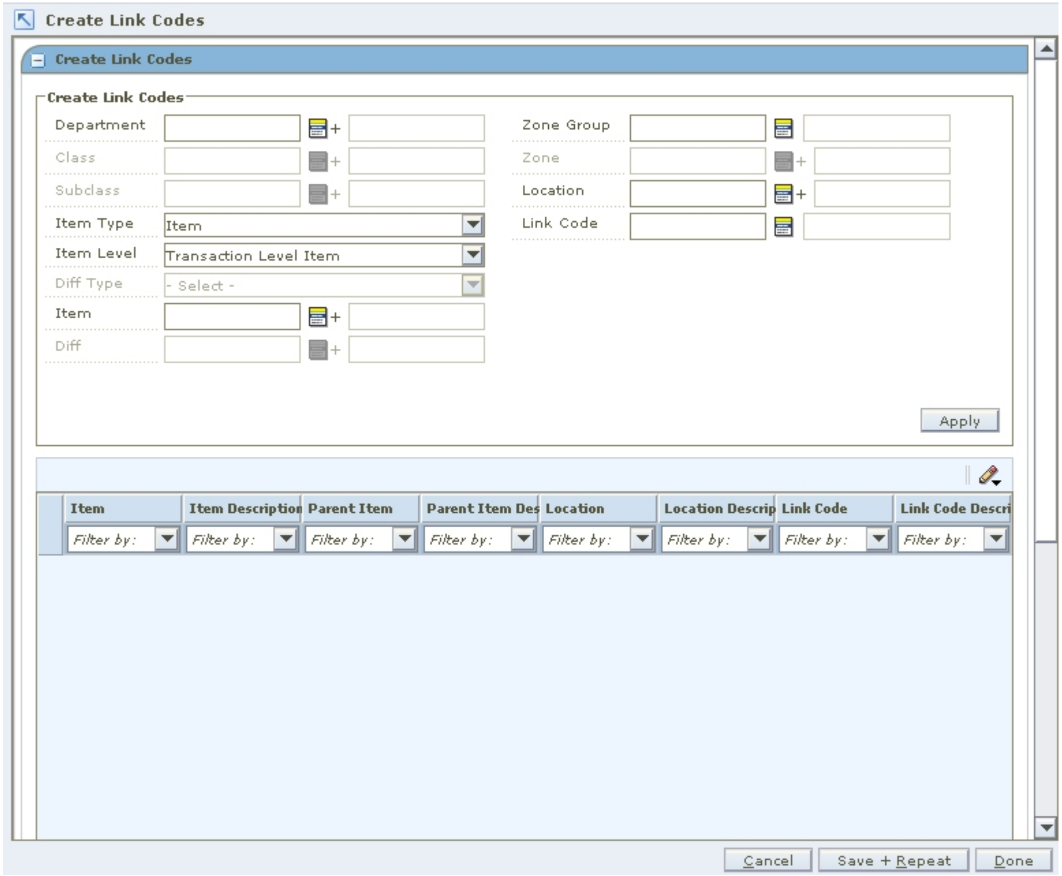
1. Select the record you want to delete.
2. Click **Delete**. The record is removed from the table.

Note: You cannot delete a reason or link code that is in use.

3. Click **Done** to close the window.

Create Link Codes

Navigate: From the Task Pad, select Link Codes > Create Link Codes. The Create Link Codes workspace opens.



Create Link Codes Workspace

1. Enter the Department for which you want to create the link code.

> **Note:** You must enter a department. Subsequent merchandise levels are enabled as you add the level above. You can enter more than one department, in which case you cannot enter class or subclass.

2. Select the item type for the link code from the Item Type drop-down.
   - Item: Select an item for the link code.
     a. In the Item Level drop-down, select Parent Item, Parent Item/Diff, or Transaction Level Item.
     b. If enabled, select a diff type from the Diff Type drop-down.
     c. In the Item field, enter the ID of the item(s) to which you want the link code, or click the LOV button and select an item.
     d. If enabled, enter the ID of the diff(s), or click the LOV button and select a diff.
   - Item List: Select an item list for the link code.

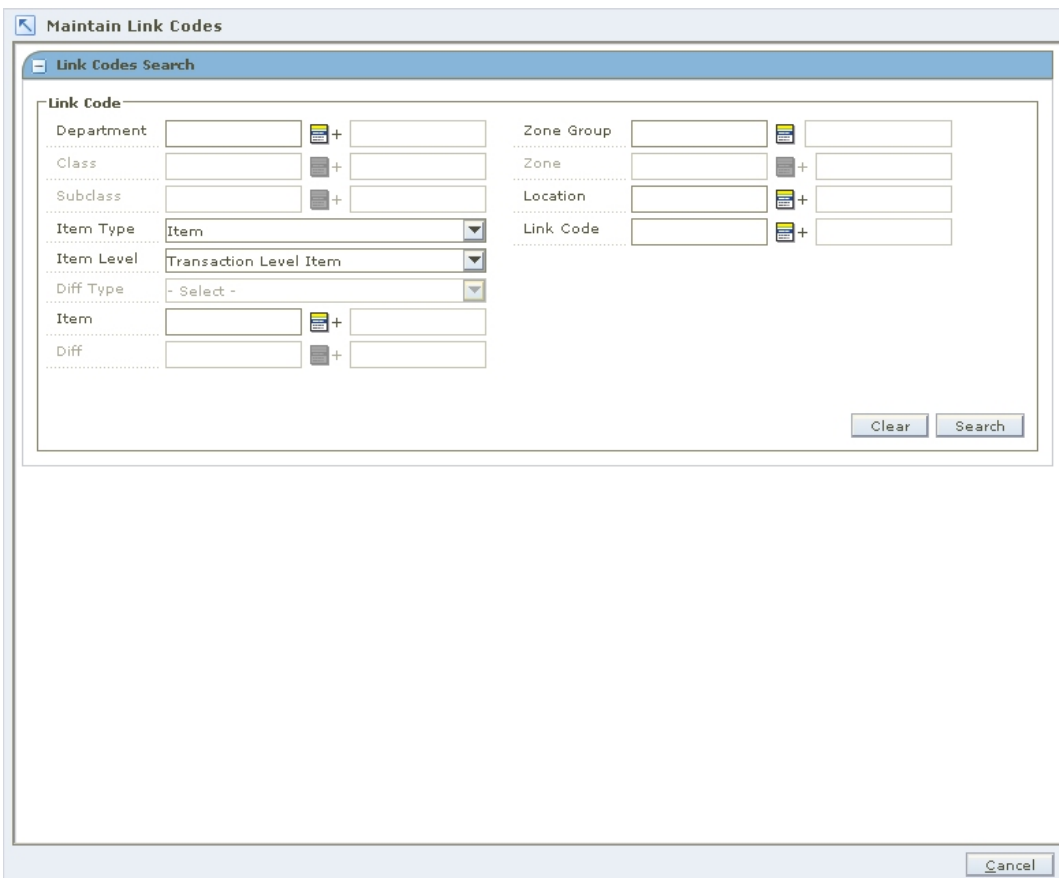
     Enter the ID of the item list you want the link code to apply to, or click the LOV button and select an item list.

3. Select the locations for the link code:
   - Zone Group: Enter the ID of the zone group that contains the zones to which the link code should apply, or click the LOV button and select a zone group.
   - Zone: Enter the ID of the zone that contains the locations to which the link code should apply, or click the LOV button and select a zone.
   - Location: Enter the ID of the location the link code should apply to, or click the LOV button and select a location.
4. Select the link code. Enter the ID of the link code that will be created, or click the LOV button and select a link code.
5. Click Apply. The following may occur:
   - A row is added to the table for each transaction level item/location that meets the selected criteria.
   - An existing row changes based on the selected criteria.
6. Click Done to save any changes and close the workspace.

Maintain Link Codes

Search for a Link Code

Navigate: From the Task Pad, select Link Codes > Maintain Link Codes. The **Maintain Link Codes** workspace opens.



Maintain Link Code Workspace

1. In the Link Codes Search pane, enter criteria as necessary to restrict the search to the link codes you want to maintain.
2. Click **Search**. Your results appear in the Maintain Link Codes table.

Item	Item Description	Parent Item	Parent Item Desc	Location	Location Descript	Link Code	Link Code Descrip
Filter by:	Filter by:	Filter by:	Filter by:	Filter by:	Filter by:	Filter by:	Filter by:
100261021	RPM QA Item:B...	100261005	RPM QA Item	4545	Blue Store	LnkCd2	Link code#2
100261021	RPM QA Item:B...	100261005	RPM QA Item	4591	ST Wholesale A2	LnkCd2	Link code#2
100261030	RPM QA Item:R...	100261005	RPM QA Item	4545	Blue Store	LnkCd2	Link code#2
100261030	RPM QA Item:R...	100261005	RPM QA Item	4591	ST Wholesale A2	LnkCd2	Link code#2
100278077	RPM QA Item:R...	100278069	RPM QA Item	4580	st whole	LnkCd1	Link code#1
100278085	RPM QA Item:B...	100278069	RPM QA Item	4547	ST StoreA1	LnkCd1	Link code#1
100278085	RPM QA Item:B...	100278069	RPM QA Item	4580	st whole	LnkCd1	Link code#1
100529112	Roland			7025	Hampton store	LnkCd1	Link code#1

Maintain Link Codes Table

Maintain or Override a Link Code

1. Search for and retrieve the link codes you want to maintain. Your results appear in the Maintain Link Codes table.

> **Note:** You must enter a department. Subsequent merchandise levels are enabled as you add the level above. You may enter more than one department, in which case you cannot enter class or subclass.

2. Select the locations for the link code:
   - **Zone Group:** Enter the ID of the zone group that contains the zones the link code should apply to, or click the LOV button and select a zone group.
   - **Zone:** Enter the ID of the zone that contains the locations the link code should apply to, or click the LOV button and select a zone.
   - **Location:** Enter the ID of the location the link code should apply to, or click the LOV button and select a location.
3. Select the item type for the link code from the Item Type drop-down.
   - **Item:** Select an item or for the link code.
     a. In the Item Level drop-down, select Parent Item, Parent Item/Diff, or Transaction Level Item.
     b. If enabled, select a diff type from the Diff Type drop-down.
     c. In the Item field, enter the ID of the item(s) you want the link code to apply to, or click the LOV button and select an item.
     d. If enabled, enter the ID of the diff(s), or click the LOV button and select a diff.
   - **Item List:** Select an item list for the link code.

     Enter the ID of the item list you want the link code to apply to, or click the LOV button and select an item list.
4. Click **Apply**. The following may occur:
   - A row is added to the table for each transaction level item/location that meets the selected criteria.
   - An existing row changes based on the selected criteria.
5. Click **Done** to save any changes and close the workspace.

Update Link Codes

1. In the Maintain Link Codes table,select the rows you want to edit by clicking the box to the left of the row. Press and hold the Ctrl key while selecting to select multiple rows. Click **Select All** to select all the rows.
2. Right click in the link code field. The Link Code dialog opens.

Link Code Dialog

3. Enter the ID of the link code in the Edited Value field, or click the LOV button and select a code.
4. Click **OK**. Your changes appear in the table.

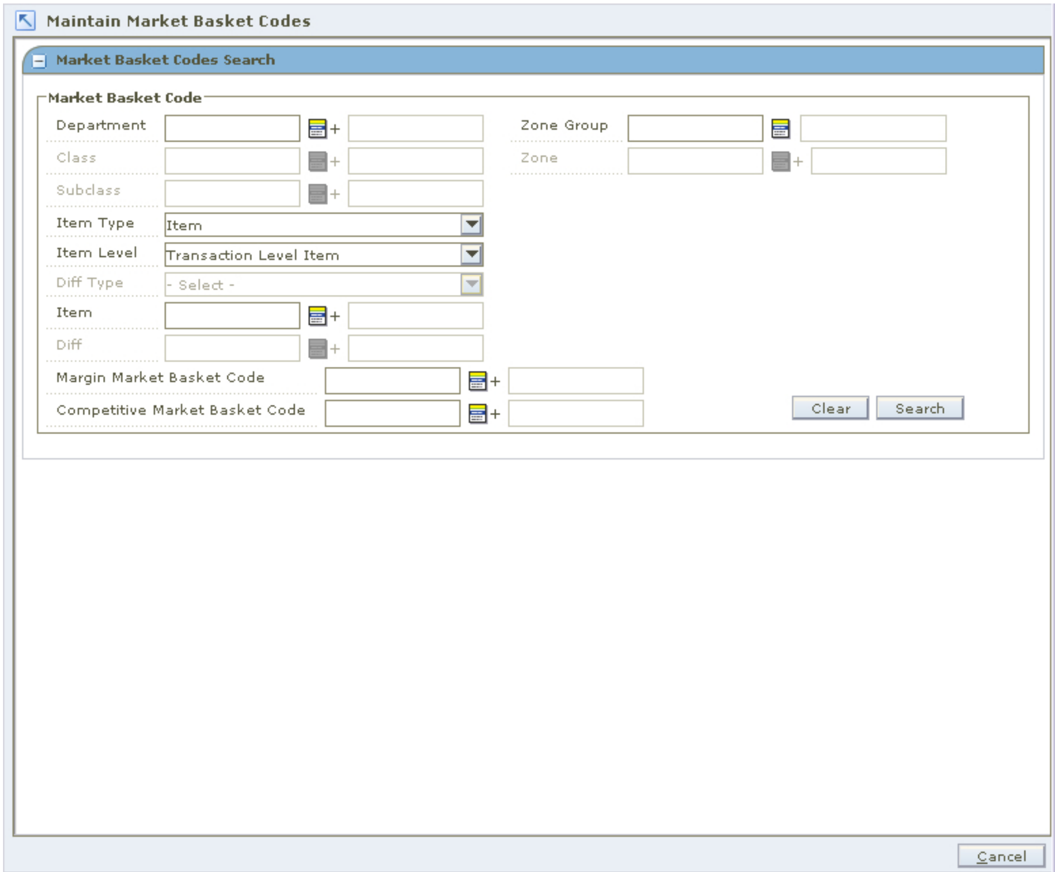
Delete a Link Code Relationship

1. In the Maintain Link Codes table, select the row you want to delete by clicking the box to the left of the row. Press and hold the Ctrl key while selecting to select multiple rows. Click **Select All** to select all the rows.
2. Click **Delete**. You are prompted to confirm your decision.
3. Click **Yes**. The link code relationship is deleted.

Maintain Market Basket Codes

Search for a Market Basket Code

Navigate: From the Task Pad, select Market Basket Codes > Maintain Market Basket Codes. The Maintain Market Basket Codes workspace opens.



Maintain Market Basket Codes Workspace

1. Enter criteria as necessary to restrict the search to the market basket codes you want to maintain.
2. Click **Search**. Your results appear in the Market Basket Codes table.

Item	Item Description	Parent Item	Parent Item Description	Zone Group	Zone	Margin Market Basket Code	Margin Market Basket Code Description	Co
Filter by:	Filter by:	Filter by:	Filter by:	Filter by:	Filter by:	Filter by:	Filter by:	Fil
100275010	RPM QA Item:B...	100275001	RPM QA Item	405	342			NC
100275028	RPM QA Item:R...	100275001	RPM QA Item	405	342			NC
100278077	RPM QA Item:R...	100278069	RPM QA Item	562	504	MBC1	Code 1	
100278085	RPM QA Item:B...	100278069	RPM QA Item	562	504	MBC1	Code 1	
100481673	rpm qa:Red	100481665	rpm qa	562	504	MBC1	Code 1	
100481681	rpm qa:Blue	100481665	rpm qa	562	504	MBC1	Code 1	

Market Basket Codes Table

Maintain Market Basket Codes

1. Search for and retrieve the market basket codes you want to maintain. Your results appear in the Maintain Market Basket Codes table.
2. Enter the ID of the merchandise level you want to apply the market basket to, or click the LOV button and select the appropriate merchandise level.

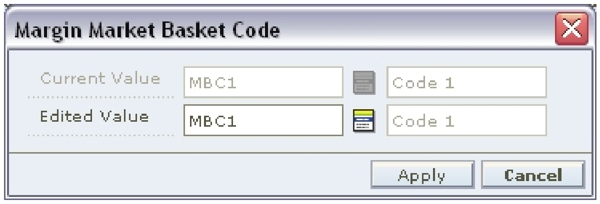
> **Note:** You must enter a department. Subsequent merchandise levels are enabled as you add the level above. You may enter more than one department, in which case you cannot enter class or subclass.

3. Select the zones for the market basket:
   - **Zone Group:** Enter the ID of the zone group that contains the zones the market basket should apply to, or click the LOV button and select a zone group.
   - **Zone:** Enter the ID of the zone the market basket should apply to, or click the LOV button and select a zone.
4. Select the item type for the market basket code from the Item Type drop-down.
   - **Item:** Select an item for the market basket code.
     a. In the Item Level drop-down, select Parent Item, Parent Item/Diff, or Transaction Level Item.
     b. If enabled, select a diff type from the Diff Type drop-down.
     c. In the Item field, enter the ID of the item(s) you want the market basket code(s) to apply to, or click the LOV button and select an item.
     d. If enabled, enter the ID of the diff, or click the LOV button and select a diff.
   - **Item List:** Select an item list for the market basket code.

     Enter the ID of the item list you want the market basket code(s) to apply to, or click the LOV button and select an item list.
5. In the Margin Market Basket Code field, enter the ID of the code, or click the LOV button and select the code.
   Or
   Select the Remove Margin Market Basket Code checkbox to disassociate the margin market basket code from the item(s)/zone(s) that meet the selected criteria.
6. In the Competitive Market Basket Code field, enter the ID of the code, or click the LOV button and select the code.
   Or
   Select the Remove Competitive Market Basket Code checkbox to disassociate the competitive market basket code from the item(s)/zone(s) that meet the selected criteria.
7. Click **Apply**. The following may occur:
   - A row is added to the table for each transaction level item/location that meets the selected criteria.
   - An existing row changes based on the selected criteria.
8. Click **Done** to save any changes and close the workspace.

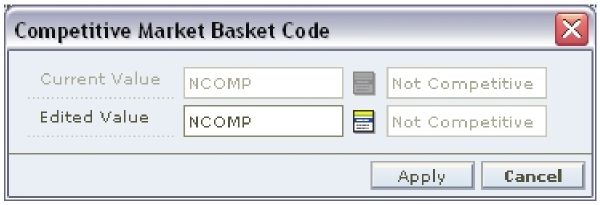
Update Market Basket Codes

1. In the Market Basket Codes table, select the row you want to edit by clicking the box to the left of the row. Press and hold the Ctrl key while selecting to select multiple rows. Click **Select All** to select all the rows.
2. Right click in the field you wish to edit:
   - **Margin Market Basket Code** - The Margin Market Basket Code dialog opens.



Margin Market Basket Code Dialog

- **Competitive Market Basket Code** - The Competitive Market Basket Code dialog opens.



Competitive Market Basket Code Dialog

3. Enter the ID of the Market Basket Code in the Edited Value field, or click the LOV button and select a code.
   Or
   Clear the field to dissociate the market basket code from the selected record.
4. Click **OK**. Your changes appear in the table.

Delete a Market Basket Code Relationship

1. In the Market Basket Codes table, select the row you want to delete by clicking the box to the left of the row. Press and hold the Ctrl key while selecting to select multiple rows. Click **Select All** to select all the rows.
2. Click **Delete**. You are prompted to confirm your decision.
3. Click **Yes**. The market basket code relationship is deleted.

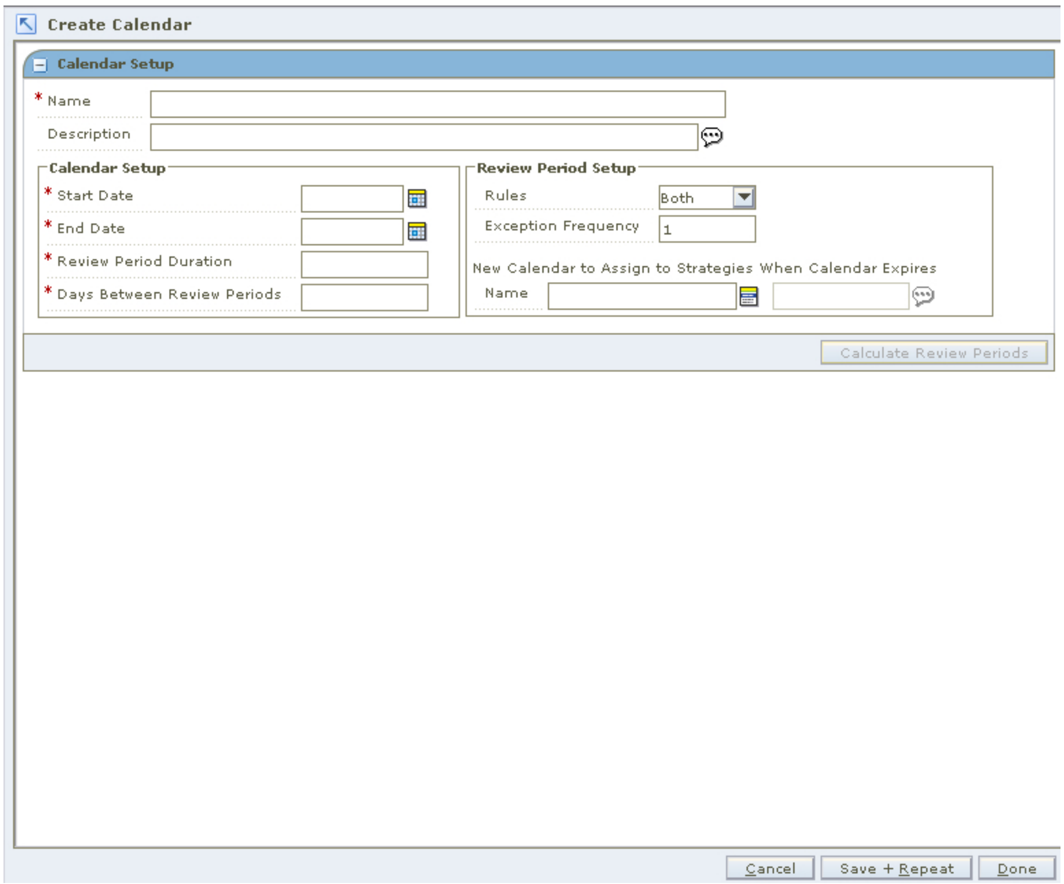
Calendars

Calendars are used to define review periods for your pricing strategies. A review period is the amount of time you have to act on pricing events generated in the worksheet before they expire.

After you create a calendar, you can maintain the different aspects of that calendar. You can modify the name, description or end date of the calendar. You can also change the rules and exceptions for future review periods.

Create a Calendar

Navigate: From the Task Pad, select Calendar > Create Calendar. The Create Calendar workspace opens.



Create Calendar Workspace

1. In the Calendar Setup pane, in the Name field, enter a name for the calendar.
2. In the Description field, you can enter a description for the Calendar. Click the button to open an editing window.

Set Up the Calendar

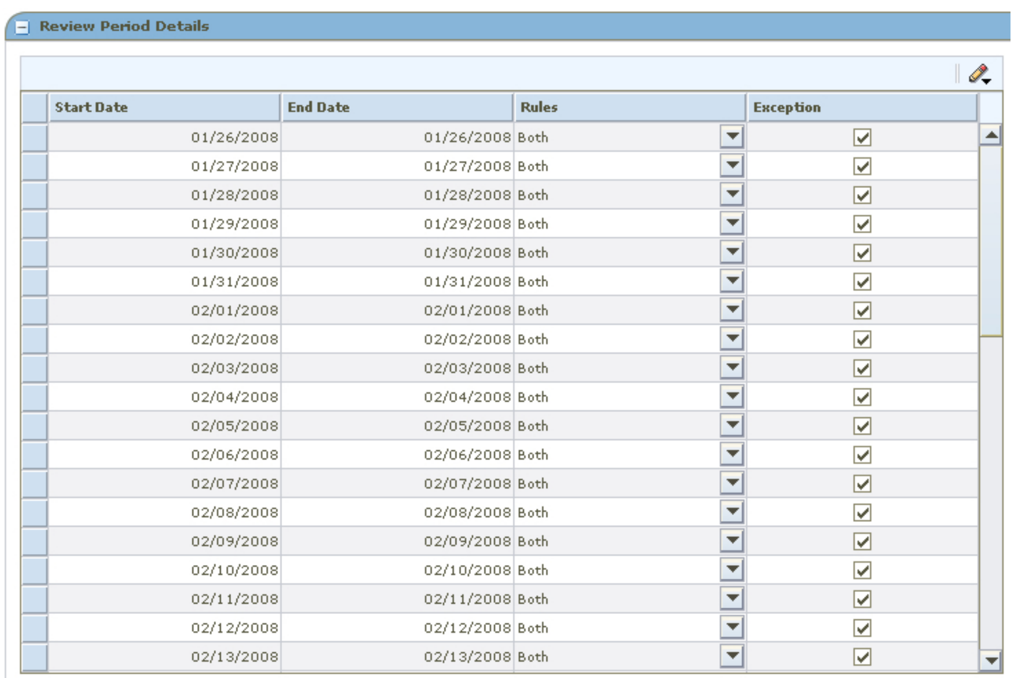
1. In the Calendar Setup area, in the Start Date field, enter the date the calendar becomes active, or click the calendar button and select a date.
2. In the End Date field, enter the date the calendar is no longer active.
3. In the Review Period Duration field, enter the length of the review period in days.

4. In the Days Between Review Periods field, enter the number of days between review periods.

> **Note:** The last review period duration plus the days between review periods must exactly reach the end date of the calendar. If this is not the case, the system can automatically adjust the end date, or you can chose to modify the Review Period Duration, Days Between Review Periods or End Date fields yourself.

Set Up Review Periods

1. In the Review Period Setup area, from the Rules drop-down, select the type of rules to apply for the review period.
   - **Inclusion** - Items that meet inclusion candidate rules will be highlighted in the worksheet.
   - **Exclusion** - Items that meet exclusion candidate rules will be excluded from the worksheet.
   - **Both** - Both inclusion and exclusion candidate rules are applied for the review period.
   - **None** - No rules are applied for the review period.
2. In the Exception Frequency field, enter the frequency, in review periods, that RPM should process exceptions from the merchandising system.
   - Enter 1 for every review period.
   - Enter 2 for every other review period.
   - Enter 3 for every third review period.
   - Enter 0 if you never want RPM to process exceptions.
3. Click **Calculate Review Periods**. The review periods are calculated and the Review Period Details pane opens.



Start Date	End Date	Rules	Exception
01/26/2008	01/26/2008	Both	☑
01/27/2008	01/27/2008	Both	☑
01/28/2008	01/28/2008	Both	☑
01/29/2008	01/29/2008	Both	☑
01/30/2008	01/30/2008	Both	☑
01/31/2008	01/31/2008	Both	☑
02/01/2008	02/01/2008	Both	☑
02/02/2008	02/02/2008	Both	☑
02/03/2008	02/03/2008	Both	☑
02/04/2008	02/04/2008	Both	☑
02/05/2008	02/05/2008	Both	☑
02/06/2008	02/06/2008	Both	☑
02/07/2008	02/07/2008	Both	☑
02/08/2008	02/08/2008	Both	☑
02/09/2008	02/09/2008	Both	☑
02/10/2008	02/10/2008	Both	☑
02/11/2008	02/11/2008	Both	☑
02/12/2008	02/12/2008	Both	☑
02/13/2008	02/13/2008	Both	☑

Review Period Details

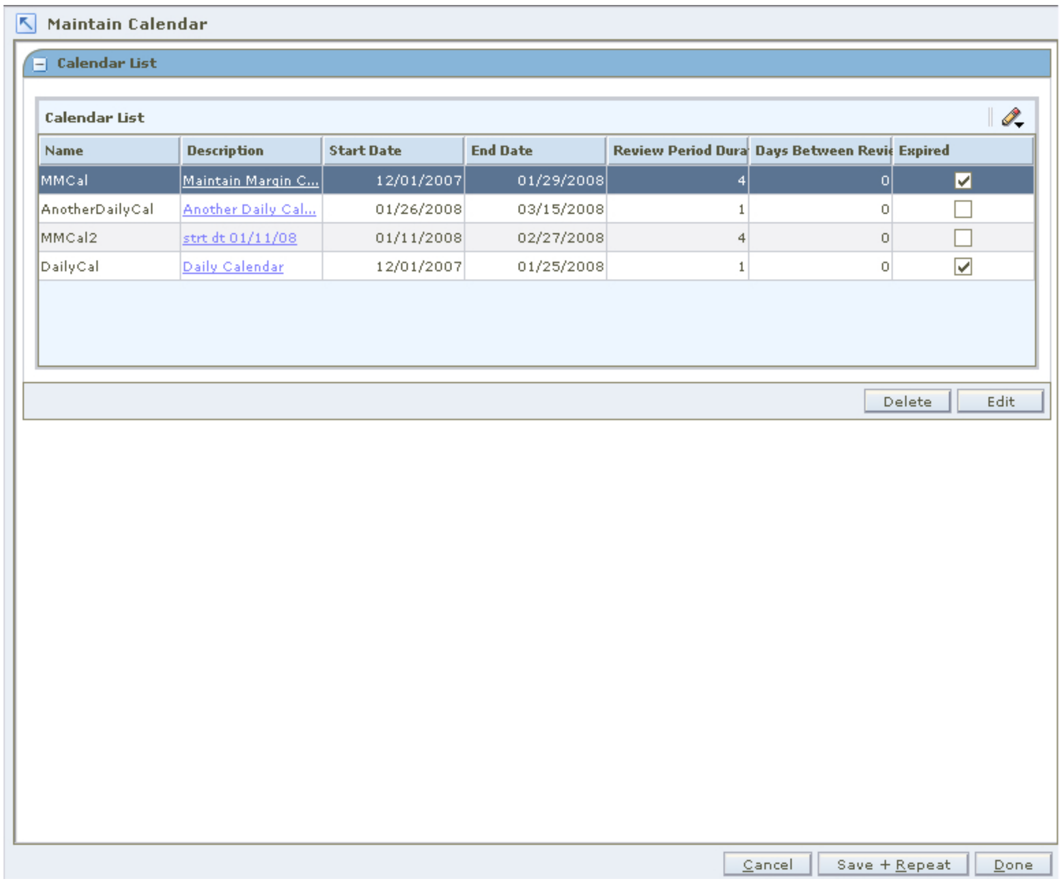
4. In the Review Period Details pane, in the Rules and Exceptions fields, edit as necessary for each review period.

Complete the Calendar

Click **Done** at the bottom of the workspace. The new calendar is added and the Maintain Calendar workspace closes.

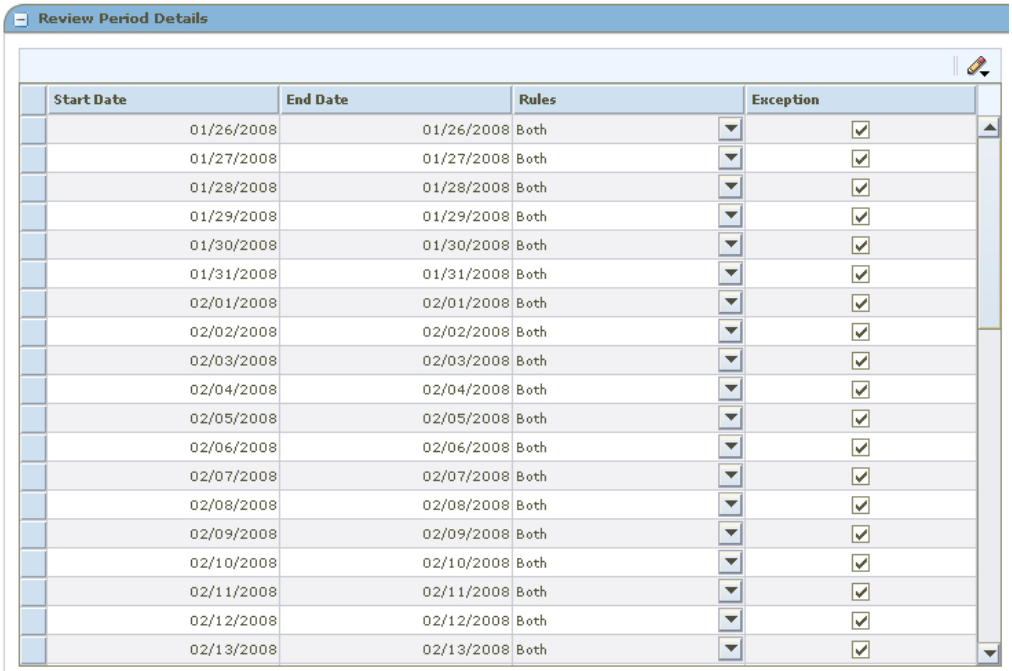
Maintain a Calendar

Navigate: From the Task Pad, select Calendar > Maintain Calendar. The Maintain Calendar workspace opens.



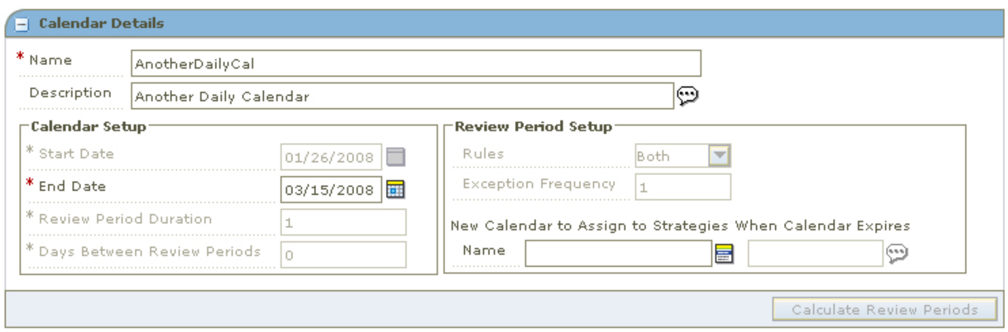
Maintain Calendar Workspace

1. Select the calendar you want to maintain from the Calendar List pane.
2. Click **Edit**. The Calendar Details and Review Period Details panes are displayed and the fields that can be changed are enabled.



Start Date	End Date	Rules	Exception
01/26/2008	01/26/2008	Both	☑
01/27/2008	01/27/2008	Both	☑
01/28/2008	01/28/2008	Both	☑
01/29/2008	01/29/2008	Both	☑
01/30/2008	01/30/2008	Both	☑
01/31/2008	01/31/2008	Both	☑
02/01/2008	02/01/2008	Both	☑
02/02/2008	02/02/2008	Both	☑
02/03/2008	02/03/2008	Both	☑
02/04/2008	02/04/2008	Both	☑
02/05/2008	02/05/2008	Both	☑
02/06/2008	02/06/2008	Both	☑
02/07/2008	02/07/2008	Both	☑
02/08/2008	02/08/2008	Both	☑
02/09/2008	02/09/2008	Both	☑
02/10/2008	02/10/2008	Both	☑
02/11/2008	02/11/2008	Both	☑
02/12/2008	02/12/2008	Both	☑
02/13/2008	02/13/2008	Both	☑

Review Period Details



Calendar Details

3. Edit the enabled fields as necessary.
   - Calendar Detail
     – **End Date:** Select the end date for the calendar.
     – **New Calendar to Assign to Strategies when Calendar expires:** Select the calendar that replaces the current calendar after the end date.
   - Review Period Details
     – **Rules:** Select Inclusion, Exclusion, Both, or None.
     – **Exceptions:** Select if exceptions, from the merchandising system, should be processed during the review period.
4. Click **Calculate Review Periods**. If edits are made to the calendar detail, you must press the Calculate Review Periods button.
5. Click **Done**.

Delete a Calendar

1. Select the calendar you want to delete from the list.
2. Click **Delete**. You are prompted to confirm your decision.

3. Click **Yes**. The calendar is deleted.
4. Click **Done** to close the window.

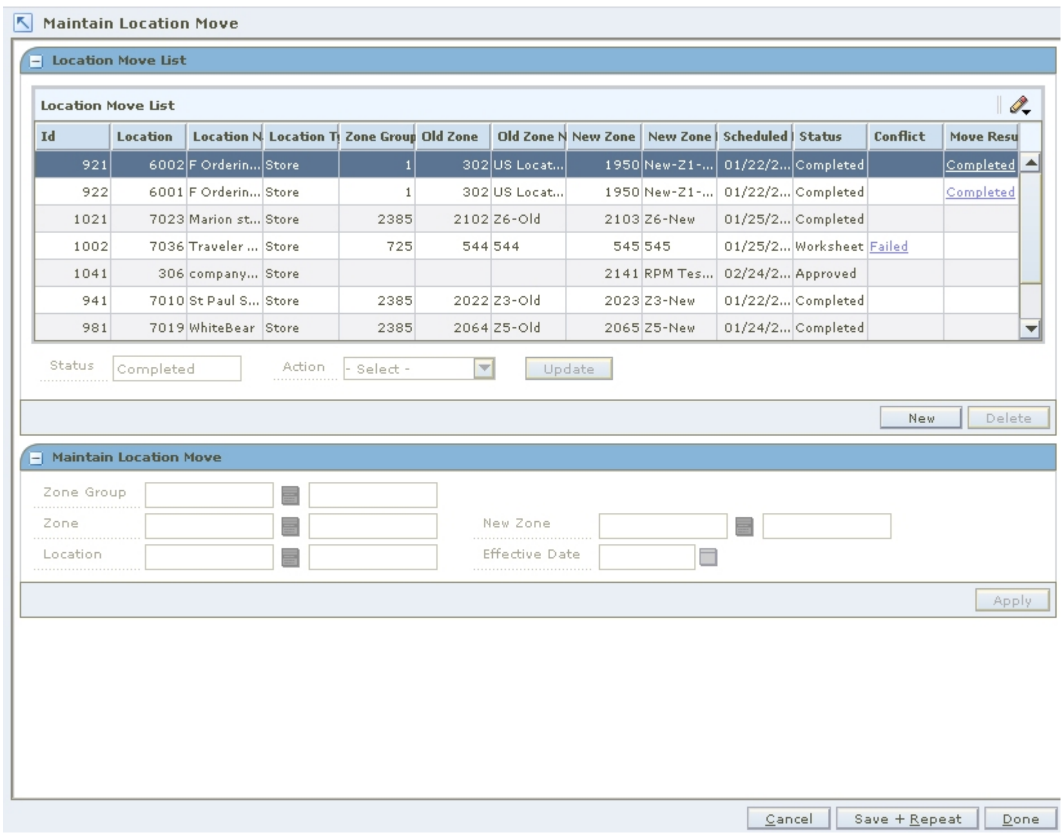
Maintain Location Move

You can move a location from one zone to another within a zone group. The process allows a location to keep all location level pricing events while it transfers from the old zone's pricing strategies to those of the new zone, while at the same time inheriting the pricing events of the new zone.

> **Note:** System options control whether promotions are allowed to overlap a scheduled location move, and whether a location automatically inherits pricing of the new zone. See "System Options Definitions" for more information about Location Moves options.

Request a Location Move

Navigate: From the Task Pad, select Zone Structure > Maintain Location Move. The Maintain Location Move workspace opens.



Maintain Location Move Workspace

Create a Location Move Request

1. Click **New**. The Zone Group Field is enabled on the Maintain Location Move pane.
2. In the Zone Group field, enter the zone group of the location you need to move, or click the LOV button and select a zone group.

3. In the Zone field, enter zone of the location you need to move, or click the LOV button and select a zone.
4. In the Location field, enter the location you need to move, or click the LOV button and select a Location.
5. In the New Zone field, enter the zone to move the location to, or click the LOV button and select the new zone.
6. In the Effective Date field, enter the date the location should move zones, or click the calendar button and select a date.

> **Note:** The Effective Date you can set depends on the number of days set in the system option Location Move Lead Time. The earliest date a location move can be created is today's date plus the location move lead time.

7. Click **Apply**. The location move request appears with a status of Worksheet on the Location Move list.

Submit a Location Move Request for Approval

1. Select a location move request with a status of Worksheet.
2. Select Submit from the Action drop-down.
3. Click **Update**.
4. A confirmation prompt is displayed. Click **Yes**.
5. The location move request is changed to a status of Pending.
6. If no conflicts are found, the location move request is changed to a status of Submitted.

After a location move request is in Submitted status, the request can be approved, rejected, or returned to Worksheet status.

Approve a Location Move Request

1. Select Approve from the Action drop-down.
2. Click **Update**.
3. A confirmation prompt is displayed. Click **Yes**.
4. The location move request is changed to a status of Pending.
5. If no conflicts are found, the location move request is changed to a status of Approved.

> **Note:** An alert is given when conflict checking is complete.

After a location move request is in Approved status,the move will be scheduled by the location move scheduling batch job. A location move request in Approved status can be changed back to Worksheet status, edited, and resubmitted if necessary. A location move in Scheduled status cannot be moved back to Approved, Worksheet, or Submitted status.

Reject a Location Move Request

1. Select a location move request with a status of Submitted.
2. Select Reject from the Action drop-down.
3. Click **Update**.
4. A confirmation prompt is displayed. Click **Yes**.

5. The location move request is changed to a status of Rejected.

A rejected location move can be changed back to Worksheet status. In Worksheet status, the request can be edited and resubmitted, or it can be deleted.

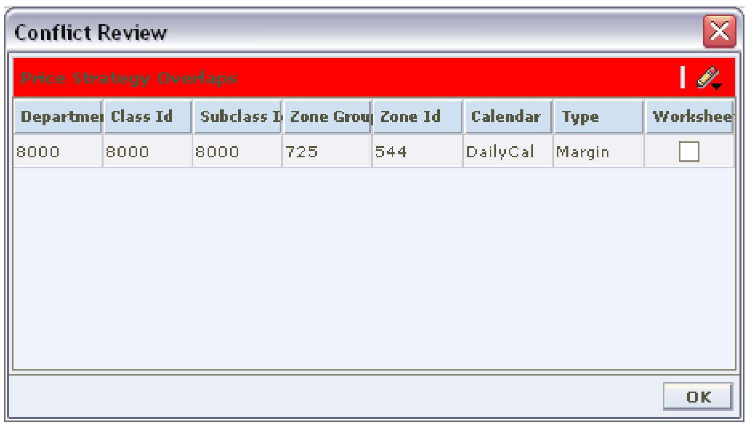
Reset a Location Move Request to Worksheet Status

1. Select a location move with a status of Failed, Rejected, Submitted, or Approved.
2. Select Worksheet from the Action drop-down.
3. Click **Update**. The location move request is changed back to Worksheet status.
4. Edit the location move request as needed. If the request failed, fix the conflicts that caused the failure.

After you edit a location move request, you can submit the request again.

View Conflicts for a Failed Location Move Request

1. In the Conflict column, click the Failed link. The Conflict Review window opens with the conflict information displayed.



Conflict Review Window

2. Click **OK** to close the Conflict Review window.

Delete a Location Move Request

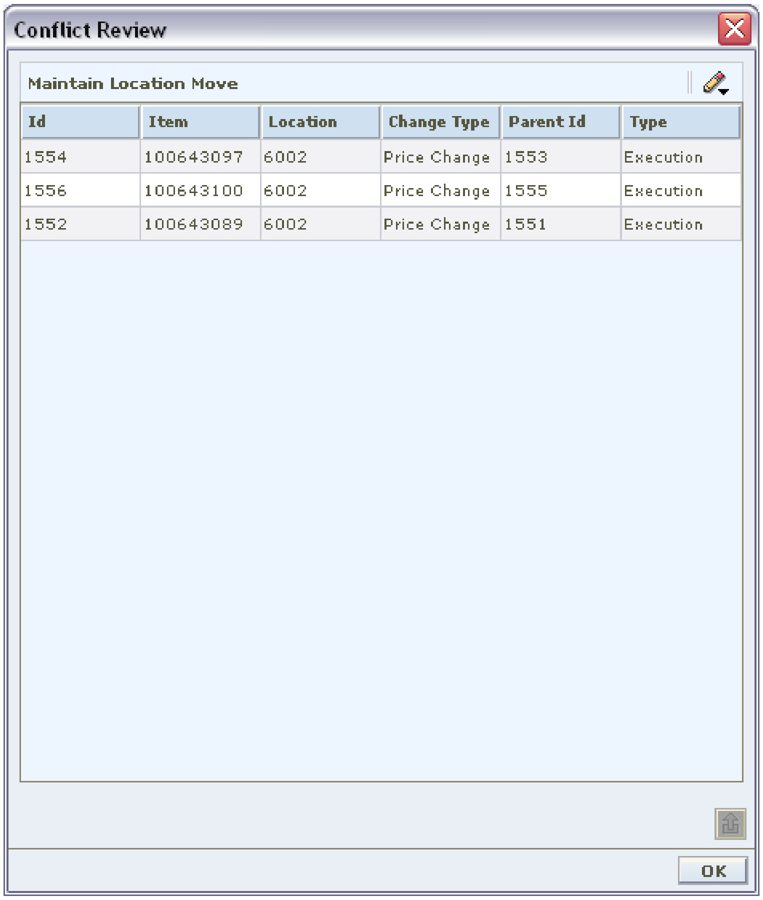
Note: Only location moves in Worksheet status can be deleted.

1. Select a location move with a status of Worksheet.
2. Click **Delete**.
3. A confirmation prompt is displayed. Click **Yes**. The location move request is deleted.

View Location Move Results

If RPM created any exceptions or exclusions in order for the location to be moved successfully, those items are viewable in the move results column.

In the Move Results column, click the Completed link. The Conflict Review window opens, with move results information displayed.



Conflict Review Window

5 Pricing Strategies

Pricing strategies allow you to define how prices are proposed when pricing worksheets are generated. You can define pricing strategies at the department, class, or subclass level to identify the items that are affected by the strategy. The lowest merchandise level you can define for a price strategy is determined by the aggregation levels defined for the department. An item/location can be on multiple regular pricing strategies as long as the review periods within the calendar assigned do not overlap (clearance, competitive, or margin) and one maintain margin pricing strategy which can overlap with a (clearance, competitive, or margin) strategy.

After you have created a price strategy, you can maintain different aspects of the price strategy.

> **Note:** Updates to pricing strategies affect only future worksheets. Current worksheets will not be updated.

Area Differential Pricing

Area differential pricing allows you to set prices for items at a particular zone or zone group differently than another zone or zone group. The price differential is based on the rules you define. Area differentials can be used when you create a price change to ensure consistent pricing. These price changes are generated by selecting Price Changes for Area Differentials within the Price Change task pad dialog. These price changes are generated by selecting Price Changes for Area Differentials within the Price Change task pad dialog. Differential pricing cannot be applied to other pricing events, such as clearances or promotions.

When creating an area differential:

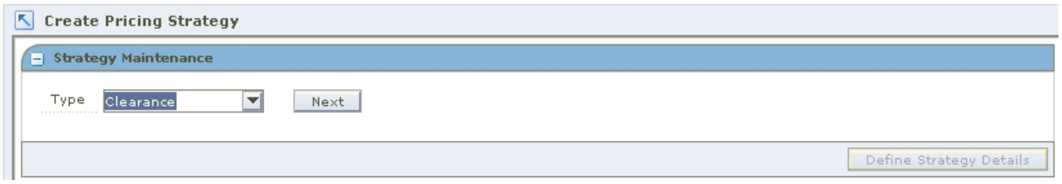
- You first establish a primary area, by defining the merchandise hierarchy and zone hierarchy for the primary area.
- Next, select the zones that fall within the secondary area.
- Then define how prices for the items in the hierarchy will differ in the secondary areas from the prices in the primary area. You can choose to price the item higher or lower by percent, or set the price to the same as the primary area.
- You can choose to exclude certain items in the merchandise hierarchy from the secondary area differential prices.
- You can choose to create and associate a competitive pricing strategy with the secondary area differential.

Area differentials are applied when price changes are created manually in the Price Change Dialog or from the Create Price Changes for Area Differentials dialog. They are also created in the worksheet if there are item/zone combinations brought into the worksheet that are part of the primary area on an area differential strategy. When competitive information is associated with an area differential the worksheet chooses the lower of the retails proposed by the strategies.

If you set up the secondary area to be auto-approved, secondary area price changes are conflict checked, and if no conflict exists, created in approved status. If conflicts exist, the secondary area price change is created in worksheet status. If you set up the secondary are to not be auto-approved, secondary area price changes are created in worksheet status. See "Change the Status of a Price Change" for additional information about status changes and conflict checking.

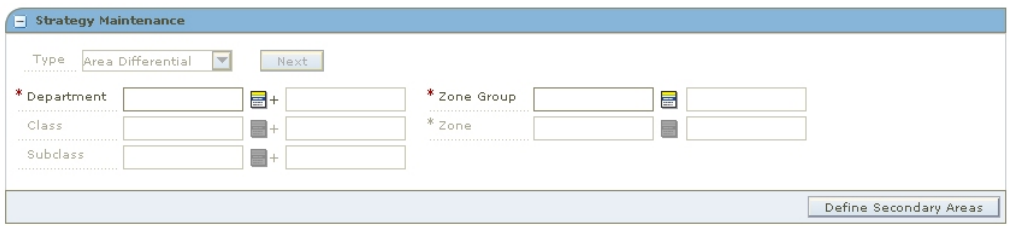
Create an Area Differential Pricing Strategy

Navigate: From Task Pad, select Pricing Strategy > Create Pricing Strategy. The Create Pricing Strategy workspace opens with the Strategy Maintenance pane.



Strategy Maintenance Pane

1. In the Type field, select Area Differential.
2. Click **Next**. Additional fields appear.

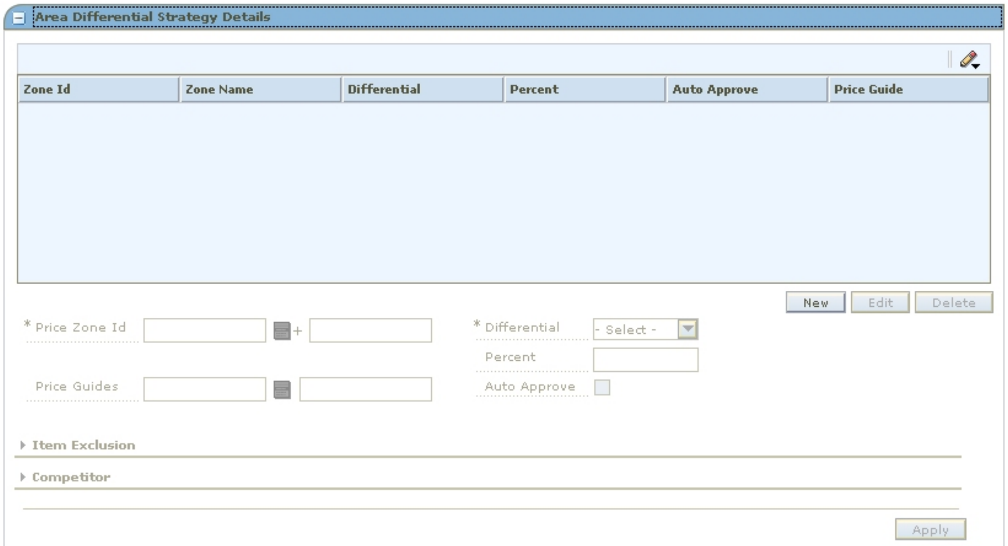


Strategy Maintenance - Area Differential

3. Enter the ID of the merchandise level you want to apply the area differential to, or click the LOV button and select the appropriate merchandise level.

> **Note:** You must enter a department. Subsequent merchandise levels are enabled as you add the level above, if the definition of the department in the aggregation level dialog allows it.

4. Select the zones that define the primary area:
   - **Zone Group:** Enter the ID of the zone group that contains the locations to add to the area differential price strategy, or click the LOV button and select a zone group.
   - **Zone:** Enter the ID of the zone to add to the area differential price strategy, or click the LOV button and select a zone.
5. Click **Define Secondary Areas**. The Area Differential Strategy Details pane opens.



Area Differential Strategy Details Pane

Define Secondary Areas

1. Click **New** to enable the fields.
2. In the Price Zone field, enter the ID of the zone that you want to add to the secondary area of the area differential price strategy, or click the LOV button and select a zone.
3. In the Price Guides field, enter the ID of the price guide you want to apply to the differential pricing, or click the LOV button and select a price guide.

   > **Note:** Only price guides associated with the selected departments can be selected.

4. In the Differential field, select how the price differs from the primary area:
   - **Price Higher:** The items at the specified secondary area are priced higher by the percentage entered in the Percent field.
   - **Price Lower:** The items at the specified secondary area are priced lower by the percentage entered in the Percent field.
   - **Price Equal:** The items at the specified secondary area are priced the same as the items in the primary area.
5. In the Percent field, enter the percent by which the secondary area price is different from the primary area price.
6. Select the Auto Approve check box to indicate price changes for the area differential should be created in Approved status.

Exclude Items From the Area Differential

> **Note:** Expand the Item Exclusion section of the Area Differentials pane to complete the procedure.

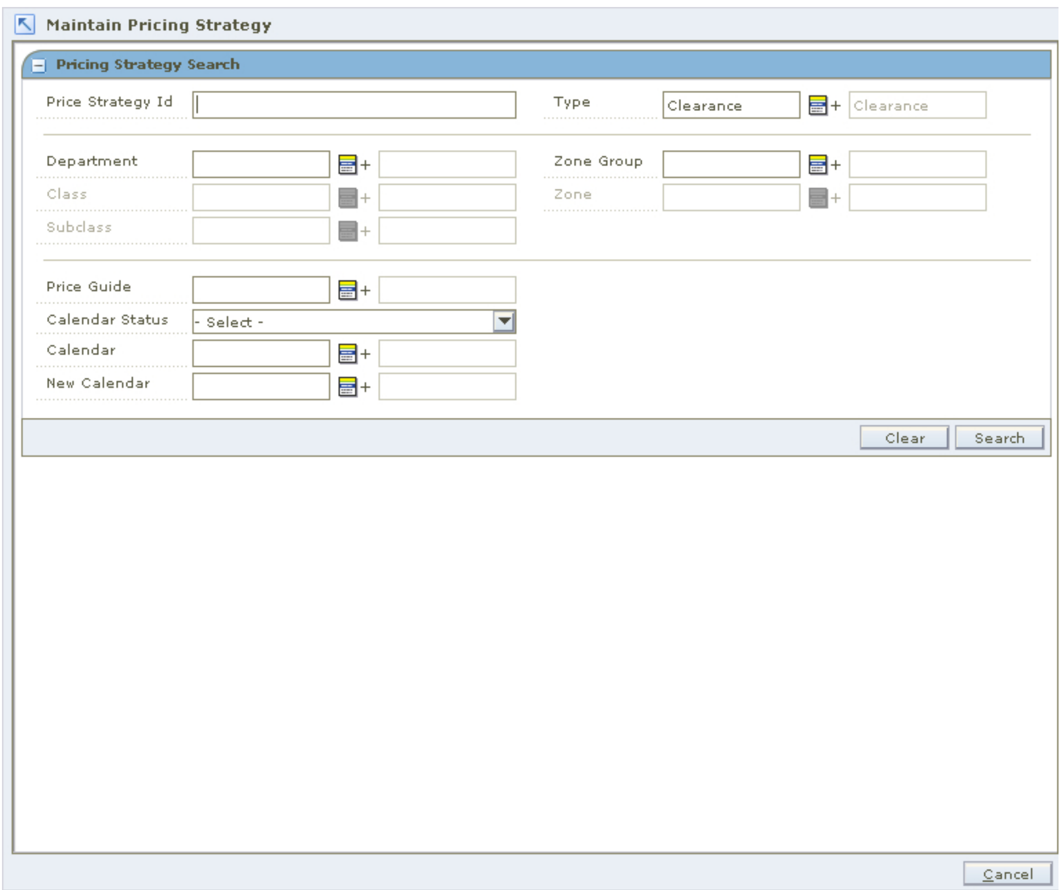
1. Enter or select criteria ID of the items you want to exclude.
2. Click **Add**. The information is added to the item exclusion table.
3. To remove an item from the item exclusion table:
   a. Select an item.
   b. Click **Remove**. The item is removed from the item exclusion table.

Complete the Area Differential

1. Click **Apply**. Any changes are added to the table
2. Click **Done** to save your changes and close the window.

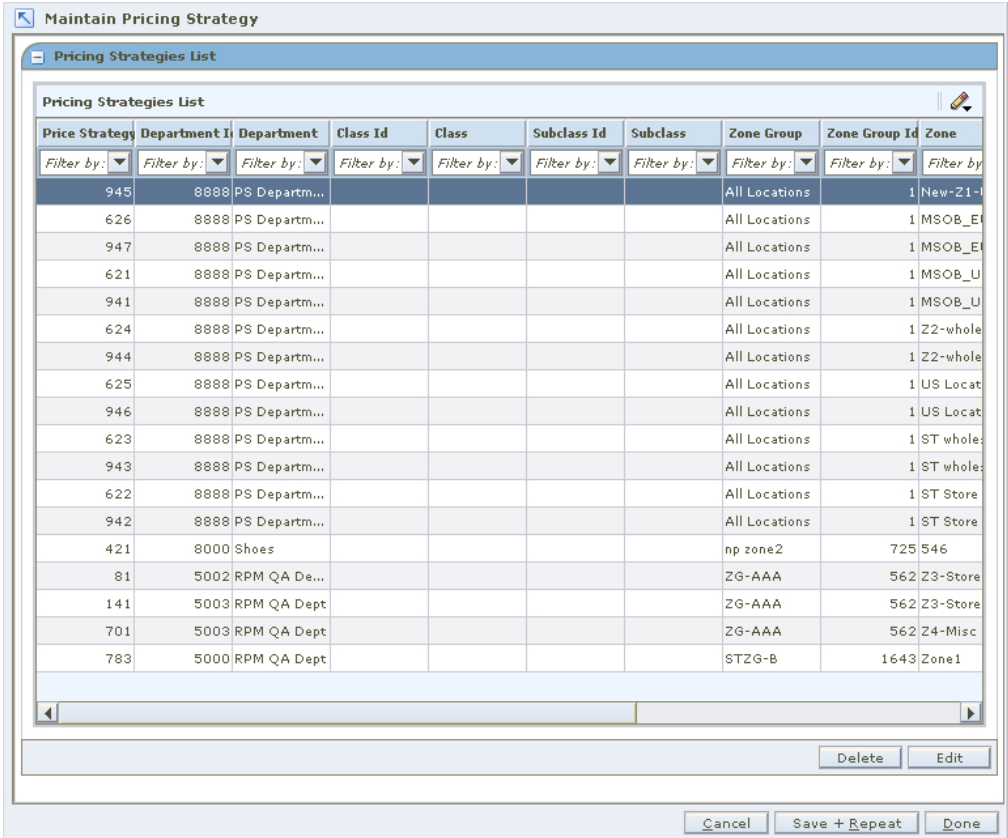
Edit an Area Differential Pricing Strategy

Navigate: From Task Pad, select Pricing Strategy > Maintain Pricing Strategy. The Pricing Strategy Search workspace opens.



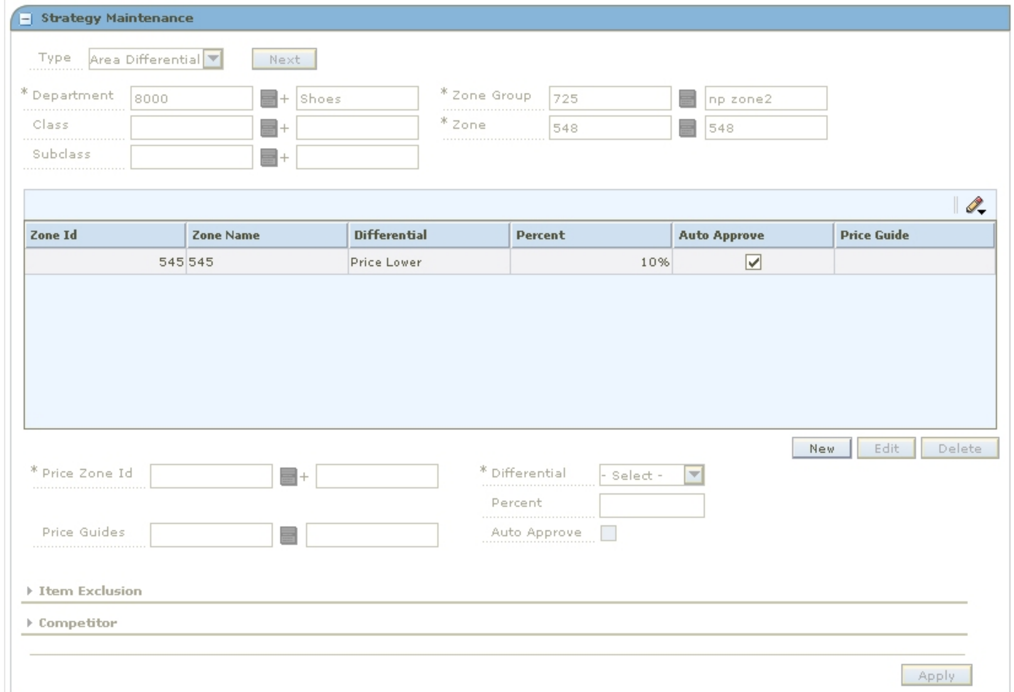
Pricing Strategy Search Workspace

1. Enter criteria as needed to limit your search.
2. Click **Search**. The results of your search are listed in the Pricing Strategies List.



Pricing Strategies List Window

3. From the Pricing Strategies List, select the area differential strategy you want to maintain.
4. Click **Edit**, or double-click the strategy selected. A Strategy Maintenance editing pane opens, and the fields that can be changed are enabled.



Strategy Maintenance Edit - Area Differential

5. If you selected an area differential strategy, select the location you want to update.

Remove a Zone From an Area Differential Strategy

1. Select the zone you want to delete.
2. Click **Delete**. The zone is removed from the table

Exclude Items From the Area Differential

> **Note:** Expand the Item Exclusion section of the Area Differentials pane to complete the procedure.

1. Enter or select criteria ID of the items you want to exclude.
2. Click **Add**. The information is added to the item exclusion table.
3. To remove an item from the item exclusion table:
   a. Select an item.
   b. Click **Remove**. The item is removed from the item exclusion table.

Complete the Area Differential

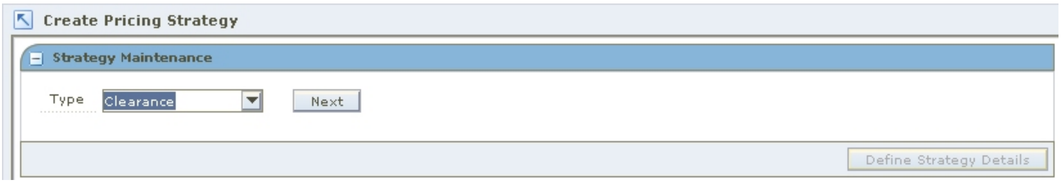
1. Click **Apply**. Any changes are added to the table
2. Click **Done** to save your changes and close the window.

Clearance Pricing

A clearance pricing strategy allows you to define the method used to mark down items.

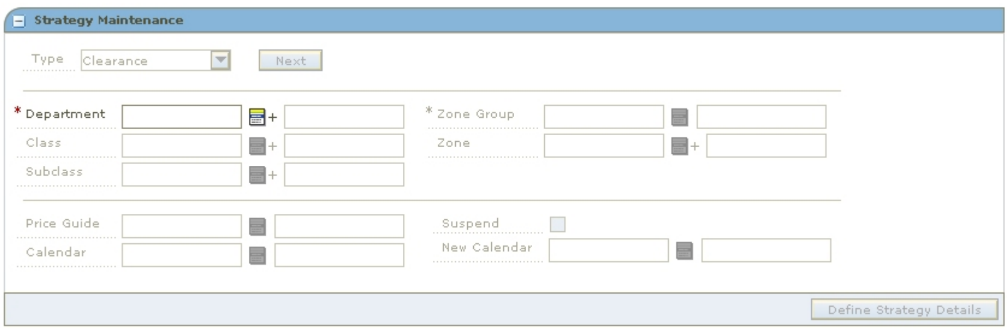
Create a Clearance Pricing Strategy

Navigate: From Task Pad, select Price Strategy > Create Price Strategy. The Create Pricing Strategy workspace opens with the Strategy Maintenance pane.



Strategy Maintenance Pane

1. In the Type field, select Clearance.
2. Click **Next**. Additional fields appear.



Strategy Maintenance - Clearance

3. Enter the ID of the merchandise level you want to apply the strategy to, or click the LOV button and select the appropriate merchandise level.

> **Note:** You must enter a department. Subsequent merchandise levels are enabled as you add the level above, if the definition of the department in the aggregation level dialog allows it.

4. Select the zones for the strategy:
   - **Zone Group:** Enter the ID of the zone group that contains the locations to add to the price strategy, or click the LOV button and select a zone group.
   - **Zone:** Enter the ID of the zone to add to the price strategy, or click the LOV button and select a zone.
5. In the Price Guides field, enter the ID of the Price Guide field, or click the LOV button and select a price guide.

> **Note:** Only price guides associated with the selected departments can be selected.

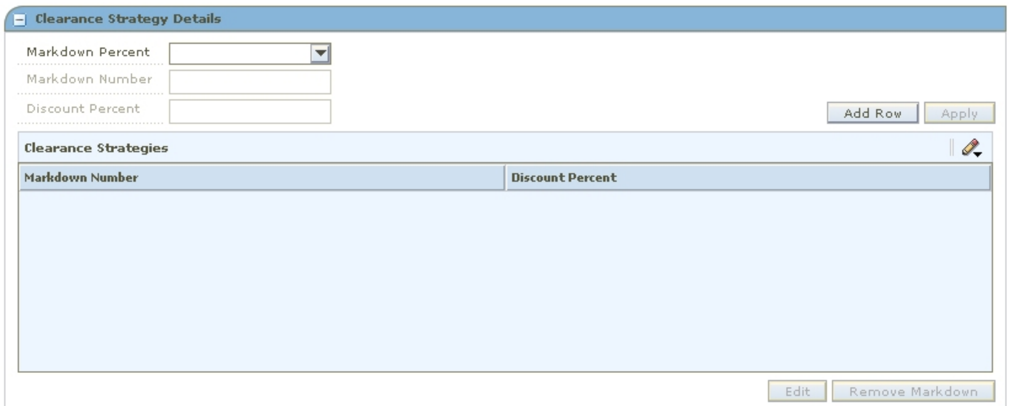
6. In the Calendar field, enter the ID of the calendar you want to associate with the strategy, or click the LOV button and select a calendar.
7. In the Suspend field, select the check box to indicate that reviews of the existing strategy are stopped.

> **Note:** Clear the check box to indicate the review periods should begin with the next review period.

8. In the New Calendar field, enter the ID of the calendar you want to associate with the strategy, or click the LOV button and select a calendar.

> **Note:** You must select the Suspend check box before you can add a new calendar.

9. Click **Define Strategy Details**. The Clearance Strategy Details pane opens.



Clearance Strategy Details Pane

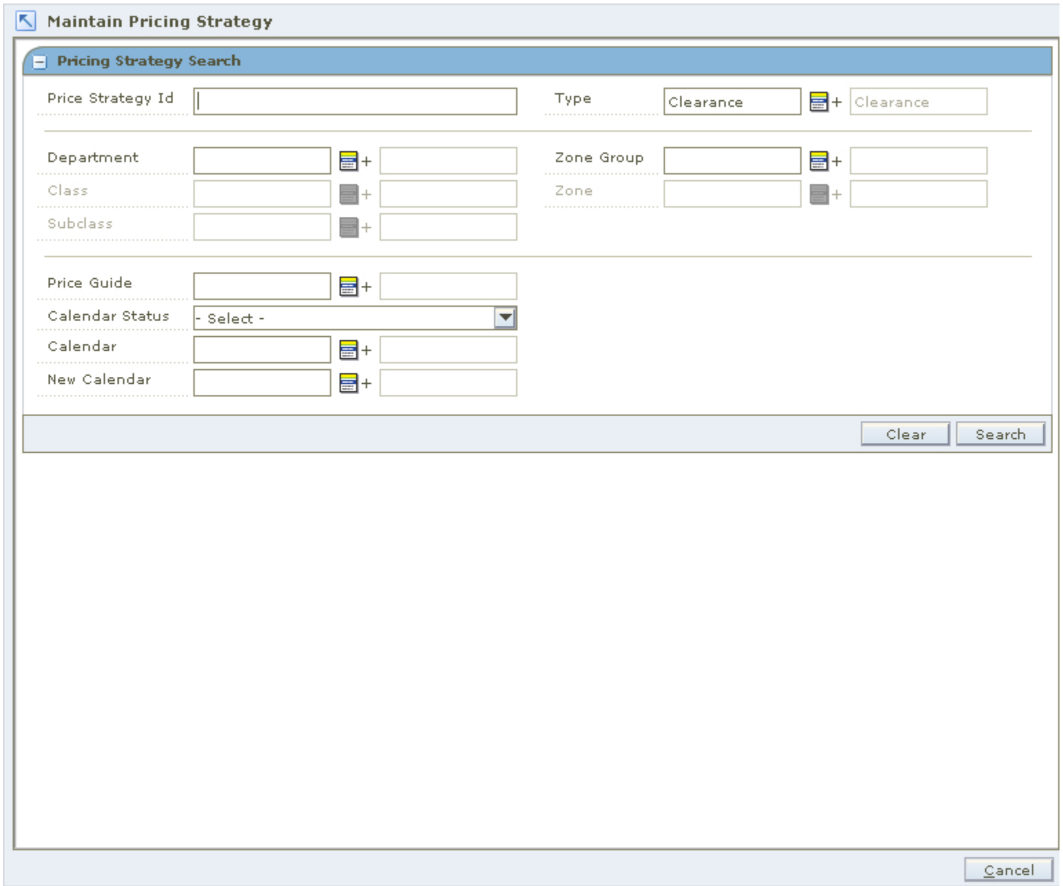
Define Clearance Strategy Details

1. In the Markdown Percent field, select the price from which the clearance price is calculated.
2. Click **Add Row**.
3. In the Discount Percent field, enter the percent of the markdown.
4. Click **Apply**.

> **Note:** If the price from which the clearance price is calculated is Regular Retail, the Discount Percent fields must increase with each markdown added.

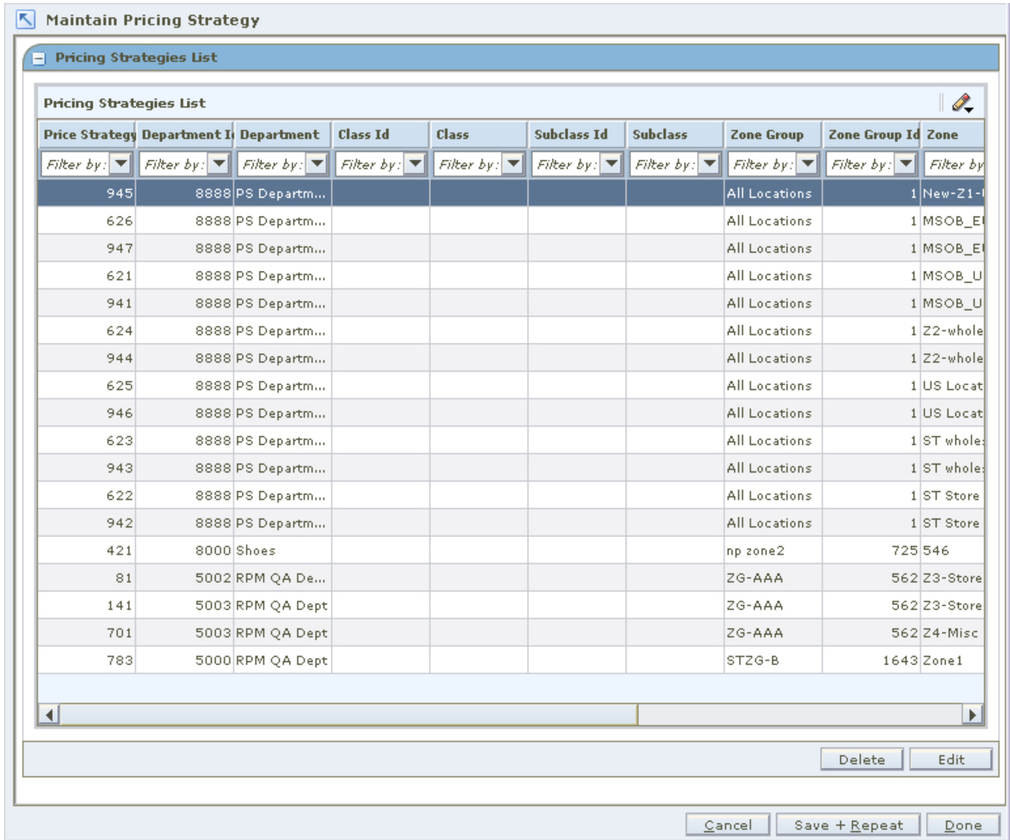
Edit a Clearance Pricing Strategy

Navigate: From Task Pad, select Price Strategy > Maintain Price Strategy. The Pricing Strategy Search workspace opens.



Pricing Strategy Search Workspace

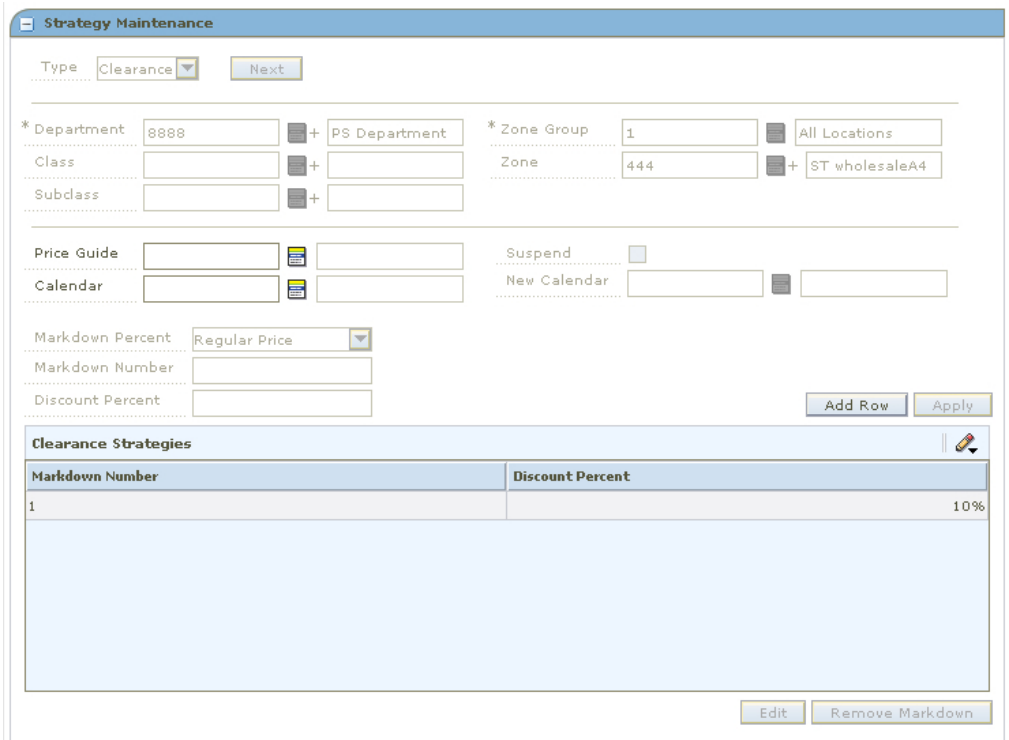
1. Enter criteria as needed to limit your search.
2. Click **Search**. The results of your search are listed in the Pricing Strategies List.



Price Strategy	Department Id	Department	Class Id	Class	Subclass Id	Subclass	Zone Group	Zone Group Id	Zone
Filter by:	Filter by:	Filter by:	Filter by:	Filter by:	Filter by:	Filter by:	Filter by:	Filter by:	Filter by
945	8888	PS Departm...					All Locations	1	New-Z1-
626	8888	PS Departm...					All Locations	1	MSOB_E
947	8888	PS Departm...					All Locations	1	MSOB_E
621	8888	PS Departm...					All Locations	1	MSOB_U
941	8888	PS Departm...					All Locations	1	MSOB_U
624	8888	PS Departm...					All Locations	1	Z2-whole
944	8888	PS Departm...					All Locations	1	Z2-whole
625	8888	PS Departm...					All Locations	1	US Locat
946	8888	PS Departm...					All Locations	1	US Locat
623	8888	PS Departm...					All Locations	1	ST whole
943	8888	PS Departm...					All Locations	1	ST whole
622	8888	PS Departm...					All Locations	1	ST Store
942	8888	PS Departm...					All Locations	1	ST Store
421	8000	Shoes					np zone2	725	546
81	5002	RPM QA De...					ZG-AAA	562	Z3-Store
141	5003	RPM QA Dept					ZG-AAA	562	Z3-Store
701	5003	RPM QA Dept					ZG-AAA	562	Z4-Misc
783	5000	RPM QA Dept					STZG-B	1643	Zone1

Pricing Strategies List Window

3. From the Pricing Strategies List, select the clearance strategy you want to maintain.
4. Click **Edit**, or double-click the strategy selected. A second Strategy Maintenance pane opens and the fields that can be changed are enabled.



Strategy Maintenance Edit - Clearance

5. Make necessary changes.

Edit a Price Guide

Change or enter a price guide name, or click the LOV  button and select the appropriate price guide if necessary.

Change Calendars

> **Note:** Before you can specify a new calendar, the existing calendar must be suspended.

1. Select the Suspend check box.
2. Enter a calendar name, or click the LOV button and select a calendar

Edit a Markdown

1. Select the Markdown number from the Clearance Strategies table.
2. Click **Edit**. The Discount Percent field is enabled.
3. Edit the discount percent.
4. Click **Apply**.

Delete a Markdown

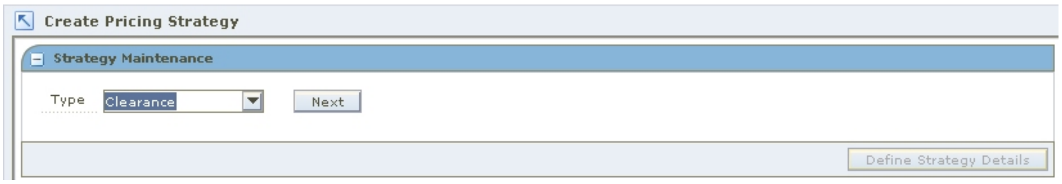
1. Select the highest Markdown number from the Clearance Strategies table.
2. Click **Remove Markdown**.
3. Click **Apply**.

Clearance Defaults Pricing

A clearance defaults pricing strategy allows you to set up a strategy for generating subsequent markdowns after an initial clearance event.

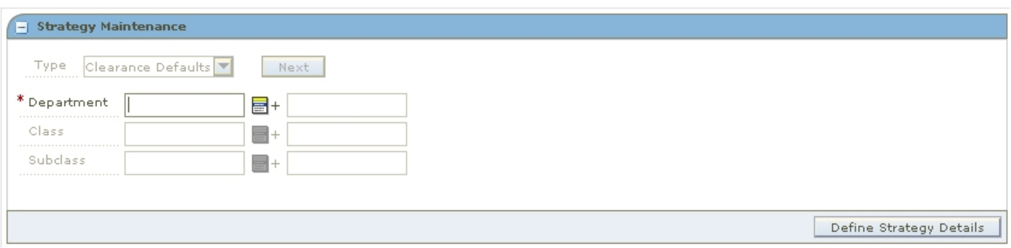
Create a Clearance Defaults Pricing Strategy

Navigate: From Task Pad, select Price Strategy > Create Price Strategy. The Create Pricing Strategy workspace opens with the Strategy Maintenance pane.



Strategy Maintenance Pane

1. In the Type field, select Clearance Defaults.
2. Click **Next**. Additional strategy fields appear.

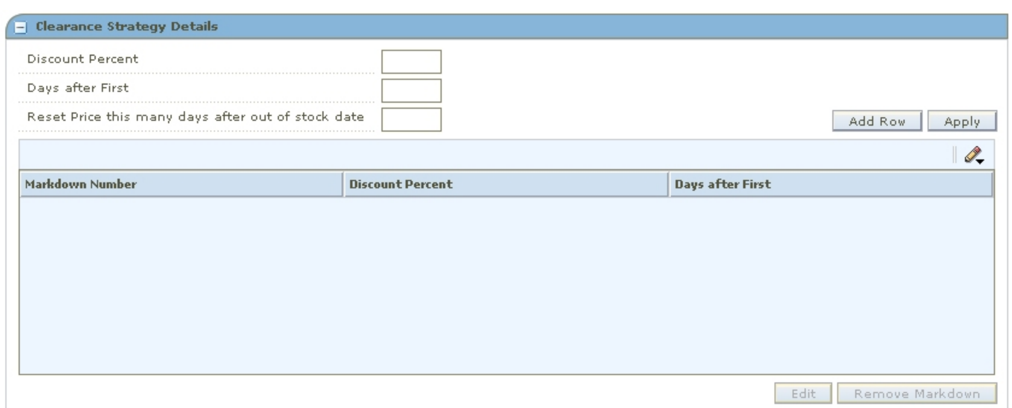


Strategy Maintenance - Clearance Defaults

3. Enter the ID of the merchandise level you want to apply the strategy to, or click the LOV button and select the appropriate merchandise level.

> **Note:** You must enter a department. Subsequent merchandise levels are enabled as you add the level above, if the definition of the department in the aggregation level dialog allows it.

4. Click **Define Strategy Details**. The Clearance Defaults Strategy Details pane opens.



Clearance Defaults Strategy Details

Define Clearance Strategy Details

1. Enter the percent of the first markdown after the initial markdown in the Discount Percent field.
2. Enter how many days after the first markdown that this markdown should be taken in the Days after First field.
3. Enter when to reset the price to regular price in the Reset Price this many days after out of stock date field.
4. Click **Apply**. A row is added to the table.

Add Subsequent Markdowns

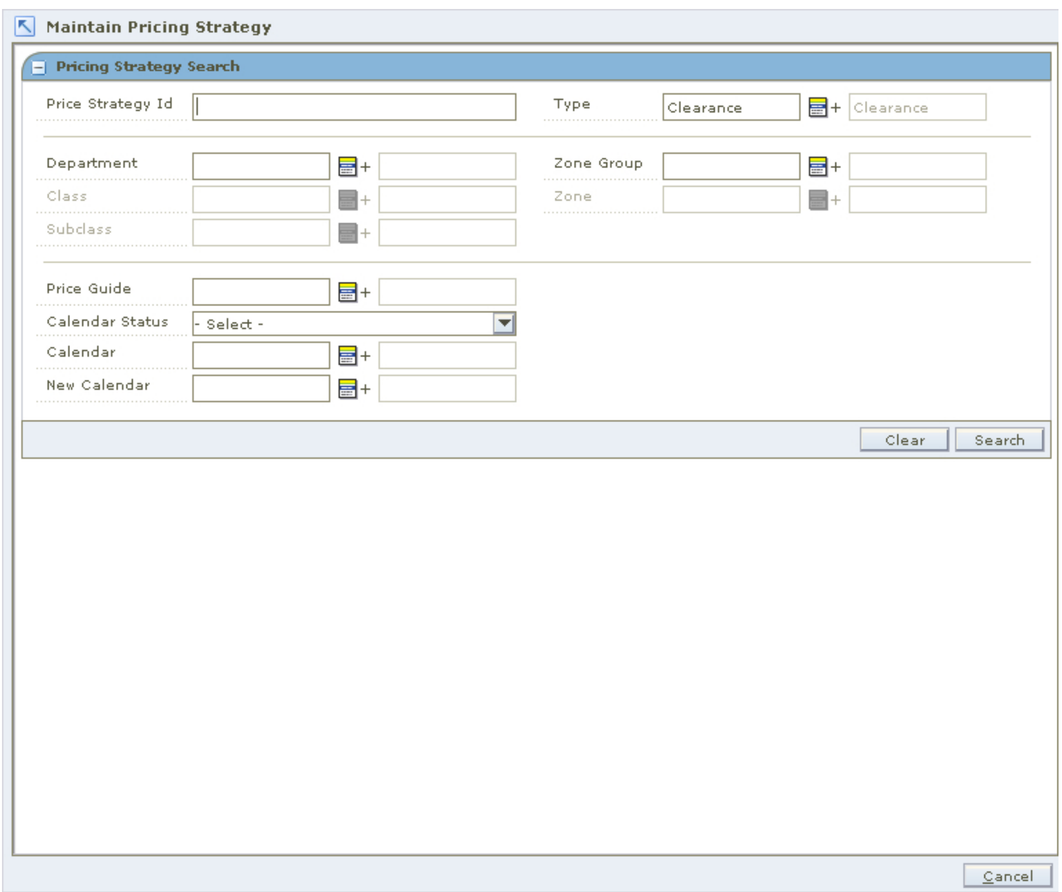
1. Click **Add Row**.
2. Enter a percent in the Discount Percent field.

> **Note**: Subsequent markdown percents must be greater than the previous.

3. Enter a number of days in the Days after First field.
4. Click **Apply**. The markdown is added to the table.

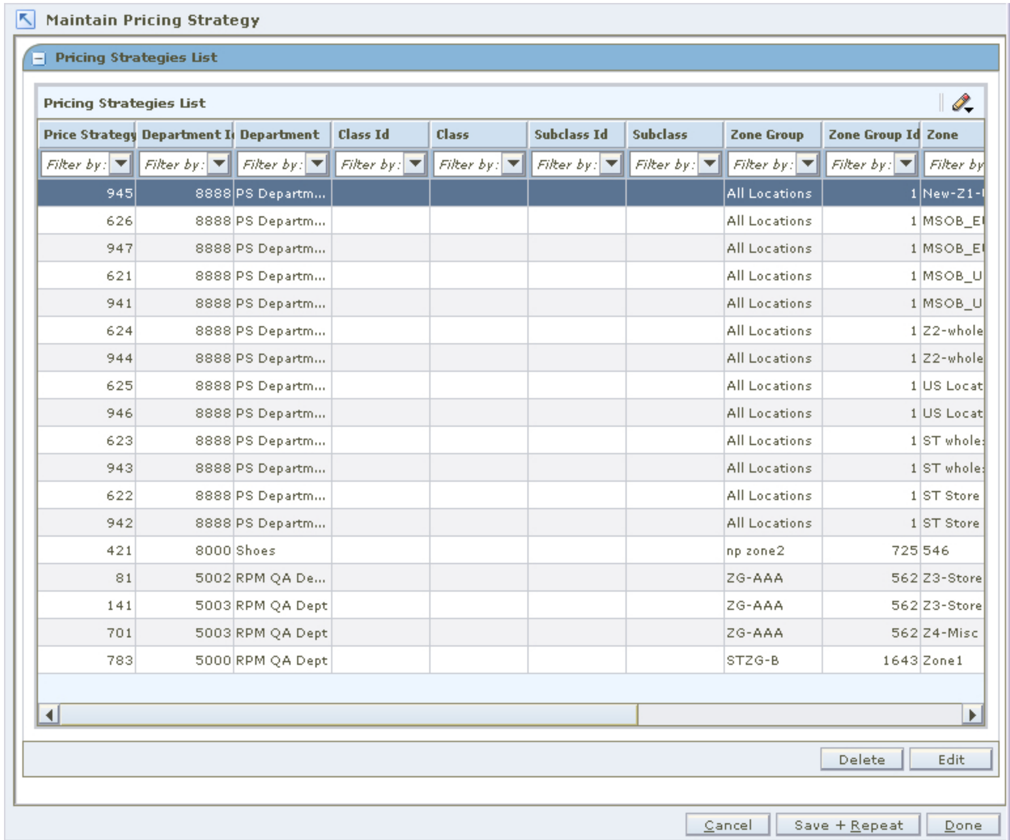
Edit a Clearance Defaults Price Strategy

Navigate: From Task Pad, select Price Strategy > Maintain Price Strategy. The Pricing Strategy Search workspace opens.



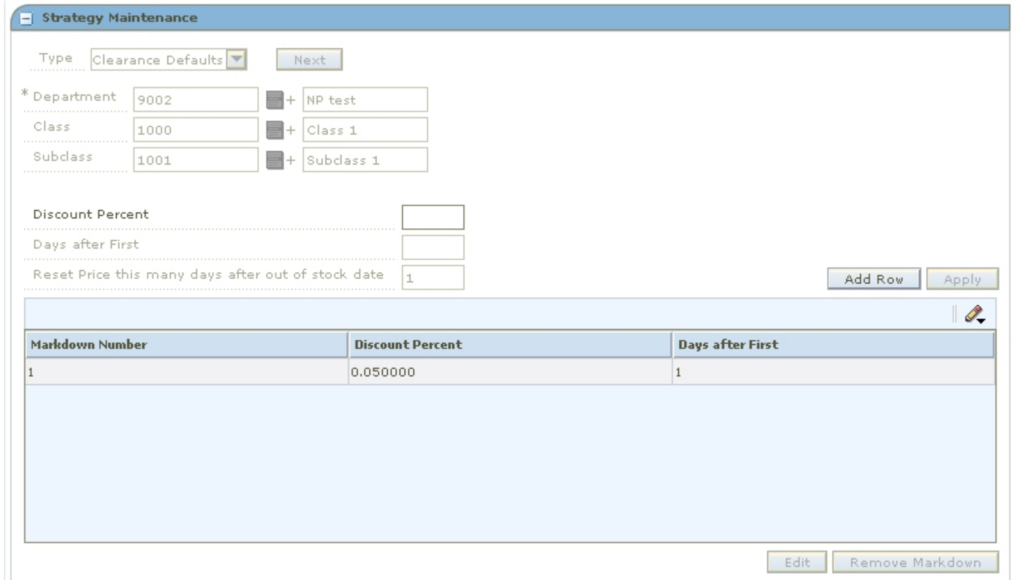
Pricing Strategy Search Workspace

1. Enter criteria as needed to limit your search.
2. Click **Search**. The results of your search are listed in the Pricing Strategies List.



Pricing Strategies List Window

3. From the Pricing Strategies List, select the clearance defaults strategy you want to maintain.
4. Click **Edit**, or double-click the strategy selected. A Strategy Maintenance pane opens and the fields that can be changed are enabled.



Strategy Maintenance - Clearance Defaults

5. Make necessary changes.

Add Subsequent Markdowns

1. Select the row before which you want to add the markdown.
2. Click **Add Row**.
3. Enter a percent in the Discount Percent field.

> **Note**: Subsequent markdown percents must be greater than the previous.

4. Enter a number of days in the Days after First field.
5. Click **Apply**. The markdown is added to the table.

Edit a Markdown

1. Select the Markdown number from the Clearance Strategies table.
2. Click **Edit**. The Discount Percent and Days after First fields are enabled.
3. Edit the discount percent and days after first values.
4. Click **Apply**.

Delete a Markdown

1. Select the highest Markdown number from the Clearance Strategies table.
2. Click **Remove Markdown**.
3. Click **Apply**.

Competitive Pricing

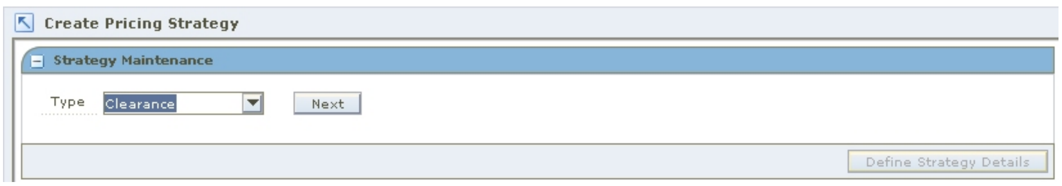
A competitive pricing strategy allows you to define your pricing strategy for items based on your primary competitor's prices

> **Note:** All locations in a competitive pricing strategy must use the same currency.

You can also assign reference competitors to a competitive pricing strategy. This information allows you to compare the proposed prices to the prices available from other retailers. If the proposed prices vary from the target percentages defined for the reference competitors, you are informed so you can adjust the price in the pricing worksheet.

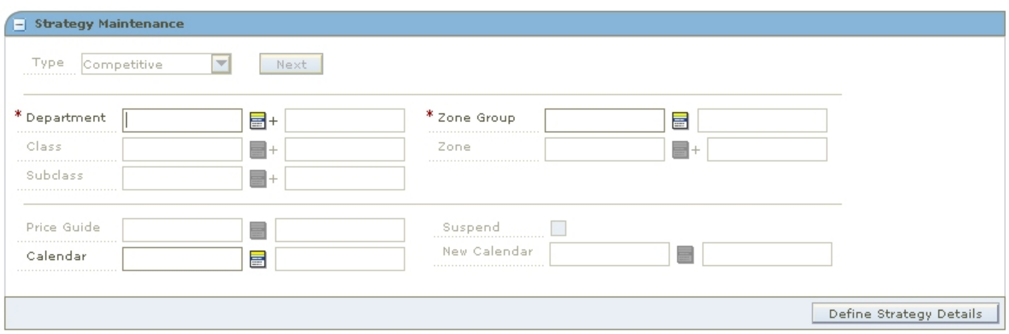
Create a Competitive Pricing Strategy

Navigate: From Task Pad, select Price Strategy > Create Price Strategy. The Create Pricing Strategy workspace opens with the Strategy Maintenance pane.



Strategy Maintenance Pane

1. In the Type field, select Competitive.
2. Click **Next**. Additional strategy fields appear.



Strategy Maintenance - Competitive

3. Enter the ID of the merchandise level you want to apply the strategy to, or click the LOV button and select the appropriate merchandise level.

> **Note:** You must enter a department. Subsequent merchandise levels are enabled as you add the level above, if the definition of the department in the aggregation level dialog allows it.

4. Select the zones for the strategy:
   - **Zone Group:** Enter the ID of the zone group that contains the locations to add to the price strategy, or click the LOV button and select a zone group.
   - **Zone:** Enter the ID of the zone to add to the price strategy, or click the LOV button and select a zone.

5. In the Price Guides field, enter the ID of the Price Guide field, or click the LOV button and select a price guide.

> **Note:** Only price guides associated with the selected departments can be selected.

6. In the Calendar field, enter the ID of the calendar you want to associate with the strategy, or click the LOV button and select a calendar.
7. In the Suspend field, select the check box to indicate that reviews of the existing strategy are stopped.

> **Note:** Clear the check box to indicate the review periods should begin with the next review period.

8. In the New Calendar field, enter the ID of the new calendar you want to associate with the strategy, or click the LOV button and select a calendar.

> **Note:** you must select the Suspend check box before you can add a new calendar.

9. Click **Define Strategy Details**. The Competitive Strategy Details pane opens.

Competitive Strategy Details Pane

Define Competitive Strategy Details

1. In the Competitor field, enter the ID of the primary competitor or click the LOV button and select a competitor.
2. In the Competitor Store field, enter the ID of the store that proposed retails are being compared against.

> **Note:** The currency at the competitor store must be the same as the zones previously selected.

3. In the Compete Type, select how the price strategy determines the prices:
   - **Match:** Prices are proposed to be the same as the primary competitor's prices.
   - **Price Above:** Prices are proposed to be a percentage above the primary competitor's prices.
   - **Price Below:** Prices are proposed to be a percentage below the primary competitor's prices.
   - **Price by Code:** Prices are proposed by the market basket code for the merchandise hierarchy/zone.

Define Match Strategy Details

1. Define reference competitors as necessary.
2. Click **Done** to save any changes and close the workspace.

Define Price Above or Price Below Strategy Details

1. In the Compete Percent field, enter the percent above or below the primary competitor's price that the new price is set at.
2. Set up the acceptable range:

   > **Note:** Acceptable range is the amount by percentage that a retail price can vary from a primary competitor before a price change is proposed.

   1. In the Acceptable Range From field, enter the bottom of the range.
   2. In the Acceptable Range To field, enter the top of the range.
3. Define reference competitors as necessary.
4. Click **Done** to save any changes and close the workspace.

Define Price by Code Strategy Details

1. In the Code field, select the competitive market basket code you want to use to set the price.
2. In the Compete Type, select how the price strategy determines the prices:
   - **Match:** Prices are proposed to be the same as the primary competitor's prices.
   - **Price Above:** Prices are proposed to be a percentage above the primary competitor's prices.
   - **Price Below:** Prices are proposed to be a percentage below the primary competitor's prices.
3. In the Compete Percent field, enter the percent above or below the primary competitor's price that the new price is set at.
4. Set up the acceptable range:

   > **Note:** Acceptable range is the amount by percentage that a retail price can vary from a primary competitor before a price change is proposed.

   a. In the Acceptable Range From field, enter the bottom of the range.
   b. In the Acceptable Range To field, enter the top of the range.
5. Define reference competitors as necessary.
6. Click **Done** to save any changes and close the workspace.

Define Reference Competitors

1. In the Reference Competitors section, enter the ID of the competitor in the Competitor field, or click the LOV button and select a competitor.
2. In the Competitor Store field, enter the ID of the store, or click the LOV button and select a store.
3. In the Compete Type, select how to compare prices to the reference competitors:
   - **Match:** A pass or fail indicator appears on the worksheet depending on if the proposed price matches the referenced competitors price.

- **Price Above:** A pass or fail indicator appears on the worksheet depending on if the proposed price is at least the specified percent above the referenced competitor's price.
- **Price Below:** A pass or fail indicator appears on the worksheet depending on if the proposed price is at least the specified percent below the referenced competitor's price.

4. If you selected Price Above or Price Below, enter the percent above or below the competitor's price that the new price is compared.
5. Click **Done** to save any changes and close the workspace.

Create a Competitive Pricing Strategy Associated with an Area Differential

> **Note:** Expand the Competitor section of the Area Differentials pane to complete the procedure.

1. In the Competitor field, enter the ID of the competitor or click the LOV button and select a competitor.
2. In the Competitor Store field, enter the ID of the store that proposed retails are being compared against or click the LOV button and select a store.

> **Note:** The currency at the competitor store must be the same as the zones previously selected.

3. In the Compete Type, select how the price strategy determines the prices:
   - **Match:** Prices are proposed to be the same as the competitor's prices.
   - **Price Above:** Prices are proposed to be a percentage above the competitor's prices.
   - **Price Below:** Prices are proposed to be a percentage below the competitor's prices.
   - **Price by Code:** Prices are proposed by the market basket code for the merchandise hierarchy/zone.

Define Match Strategy Details

1. Define reference competitors as necessary.
2. Click **Done** to save any changes and close the workspace.

Define Price Above or Price Below Strategy Details

1. In the Compete Percent field, enter the percent above or below the competitor's price that the new price is set at.
2. Set up the acceptable range:

> **Note:** Acceptable range is the amount by percentage that a retail price can vary from a competitor before a price change is proposed.

   a. In the Acceptable Range From field, enter the bottom of the range.
   b. In the Acceptable Range To field, enter the top of the range.
3. Define reference competitors as necessary.
4. Click **Done** to save any changes and close the workspace.

Define Price by Code Strategy Details

1. In the Code field, select the competitive market basket code you want to use to set the price.
2. In the Compete Type, select how the price strategy determines the prices:
   - **Match:** Prices are proposed to be the same as the competitor's prices.
   - **Price Above:** Prices are proposed to be a percentage above the competitor's prices.
   - **Price Below:** Prices are proposed to be a percentage below the competitor's prices.
3. In the Compete Percent field, enter the percent above or below the competitor's price that the new price is set at.
4. Set up the acceptable range:

   > **Note:** Acceptable range is the amount by percentage that a retail price can vary from a competitor before a price change is proposed.

   a. In the Acceptable Range From field, enter the bottom of the range.
   b. In the Acceptable Range To field, enter the top of the range.
5. Define reference competitors as necessary.
6. Click **Done** to save any changes and close the workspace.

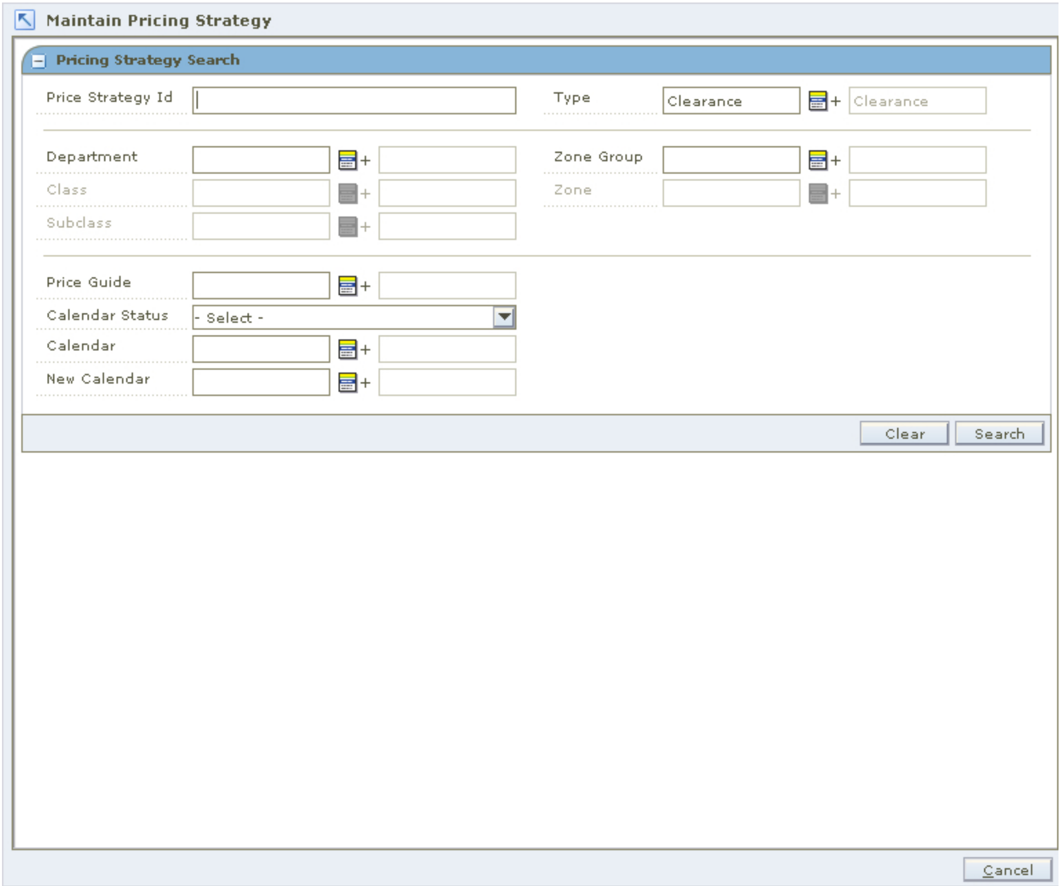
Define Reference Competitors

> **Note:** Expand the Reference Competitor section of the Area Differentials pane to complete the procedure.

1. In the Reference Competitors section, enter the ID of the competitor in the Competitor field, or click the LOV button and select a competitor.
2. In the Competitor Store field, enter the ID of the store, or click the LOV button and select a store.
3. In the Compete Type, select how to compare prices to the reference competitors:
   - **Match:** A pass or fail indicator appears on the worksheet depending on if the proposed price matches the referenced competitors price.
   - **Price Above:** A pass or fail indicator appears on the worksheet depending on if the proposed price is at least the specified percent above the referenced competitor's price.
   - **Price Below:** A pass or fail indicator appears on the worksheet depending on if the proposed price is at least the specified percent below the referenced competitor's price.
4. If you selected Price Above or Price Below, enter the percent above or below the competitor's price that the new price is compared.
5. Click **Done** to save any changes and close the workspace.

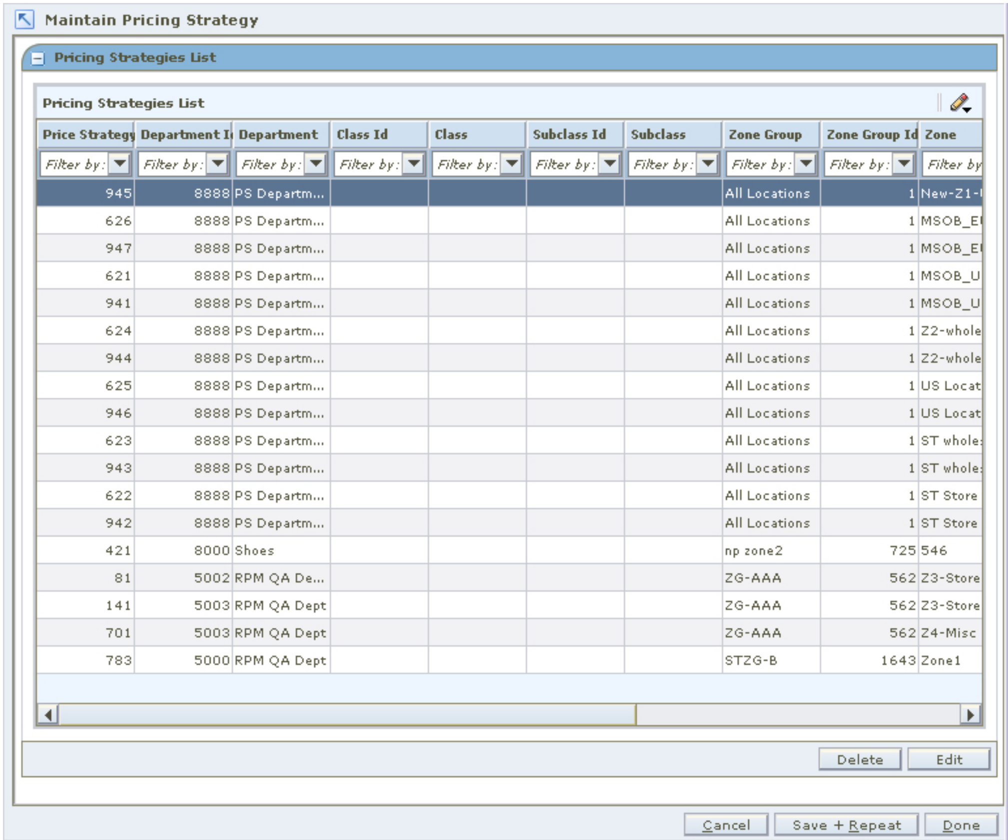
Edit a Competitive Pricing Strategy

Navigate: From Task Pad, select Price Strategy > Maintain Price Strategy. The Pricing Strategy Search workspace opens.



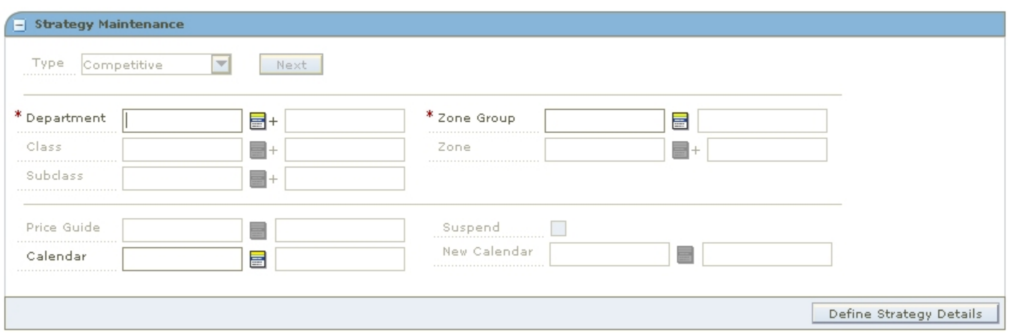
Pricing Strategy Search Workspace

1. Enter criteria as needed to limit your search.
2. Click **Search**. The results of your search are listed in the Pricing Strategies List.



Pricing Strategies List Window

3. From the Pricing Strategies List, select the competitive strategy you want to maintain.
4. Click **Edit**, or double-click the strategy selected. A second Strategy Maintenance pane opens and the fields that can be changed are enabled.



Strategy Maintenance - Competitive

5. Make necessary changes.

Edit a Price Guide

Enter the price guide name, or click the LOV button and select the appropriate price guide.

Change Calendars

> **Note:** In order to specify a new calendar, the existing calendar must be suspended.

1. Select the Suspend checkbox.
2. Enter a calendar name, or click the LOV button and select a calendar

Edit a Competitor

1. In the Competitor field, enter or change the competitor ID, or click the LOV button and select the appropriate competitor.
2. In the Competitor Store field, enter a competitor store ID, or click the LOV button and select the appropriate store.
3. In the Compete Type drop-down, select the compete type.
4. For Price Above and Price Below compete types, set up the acceptable range:

   > **Note:** Acceptable range is the amount by percentage that a retail price can vary from a competitor before a price change is proposed.

   a. In the Acceptable Range From field, enter the bottom of the range.
   b. In the Acceptable Range To field, enter the top of the range.

Edit Reference Competitors

Define reference competitors as necessary.

Complete the Competitive Price Strategy

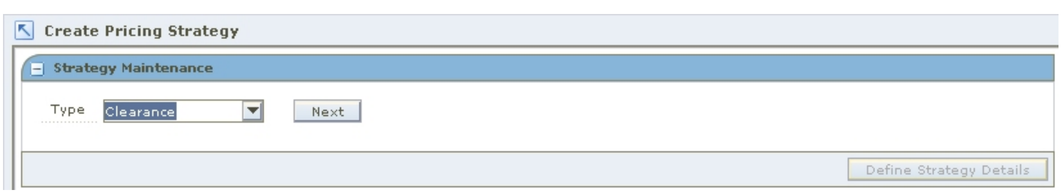
1. Click **Save + Repeat** to commit your changes.
2. Click **Done** to save any changes and close the workspace.

Margin Pricing

A margin pricing strategy allows you to define the pricing strategy for items based on margin targets.

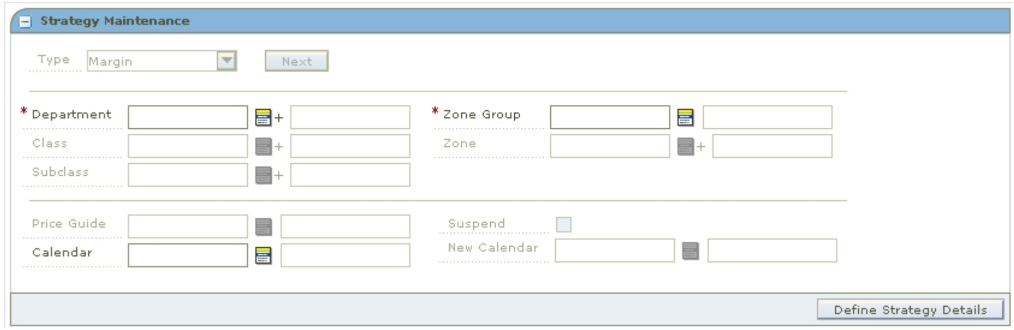
Create a Margin Pricing Strategy

Navigate: From Task Pad, select Price Strategy > Create Price Strategy. The Create Pricing Strategy workspace opens with the Strategy Maintenance pane.



Strategy Maintenance Pane

1. In the Type field, select Margin.
2. Click **Next**. Additional strategy fields appear.



Strategy Maintenance - Margin

3. Enter the ID of the merchandise level you want to apply the strategy to, or click the LOV  button and select the appropriate merchandise level.

> **Note:** You must enter a department. Subsequent merchandise levels are enabled as you add the level above, if the definition of the department in the aggregation level dialog allows it.

4. Select the zones for the strategy:
   - **Zone Group:** Enter the ID of the zone group that contains the locations to add to the price strategy, or click the LOV button and select a zone group.
   - **Zone:** Enter the ID of the zone to add to the price strategy, or click the LOV button and select a zone.
5. In the Price Guides field, enter the ID of the Price Guide field, or click the LOV button and select a price guide.

> **Note:** Only price guides associated with the selected departments can be selected.

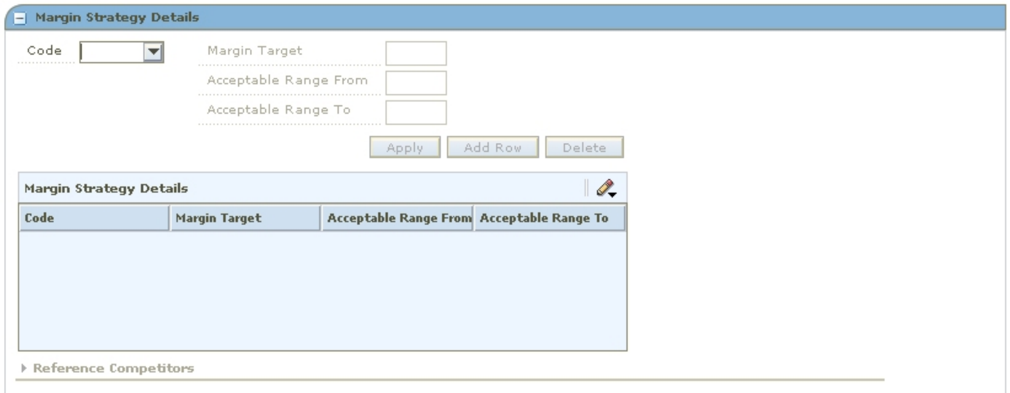
6. In the Calendar field, enter the ID of the calendar you want to associate with the strategy, or click the LOV button and select a calendar.
7. In the Suspend field, select the check box to indicate that reviews of the existing strategy are stopped.

> **Note:** Clear the check box to indicate the review periods should begin in the next period.

8. In the New Calendar field, enter the ID of the calendar you want to associate with the strategy, or click the LOV button and select a calendar.

> **Note:** you must select the Suspend check box before you can add a new calendar.

9. Click **Define Strategy Details**. The Margin Strategy Details pane opens.



Margin Strategy Details Pane

Define Margin Strategy Details

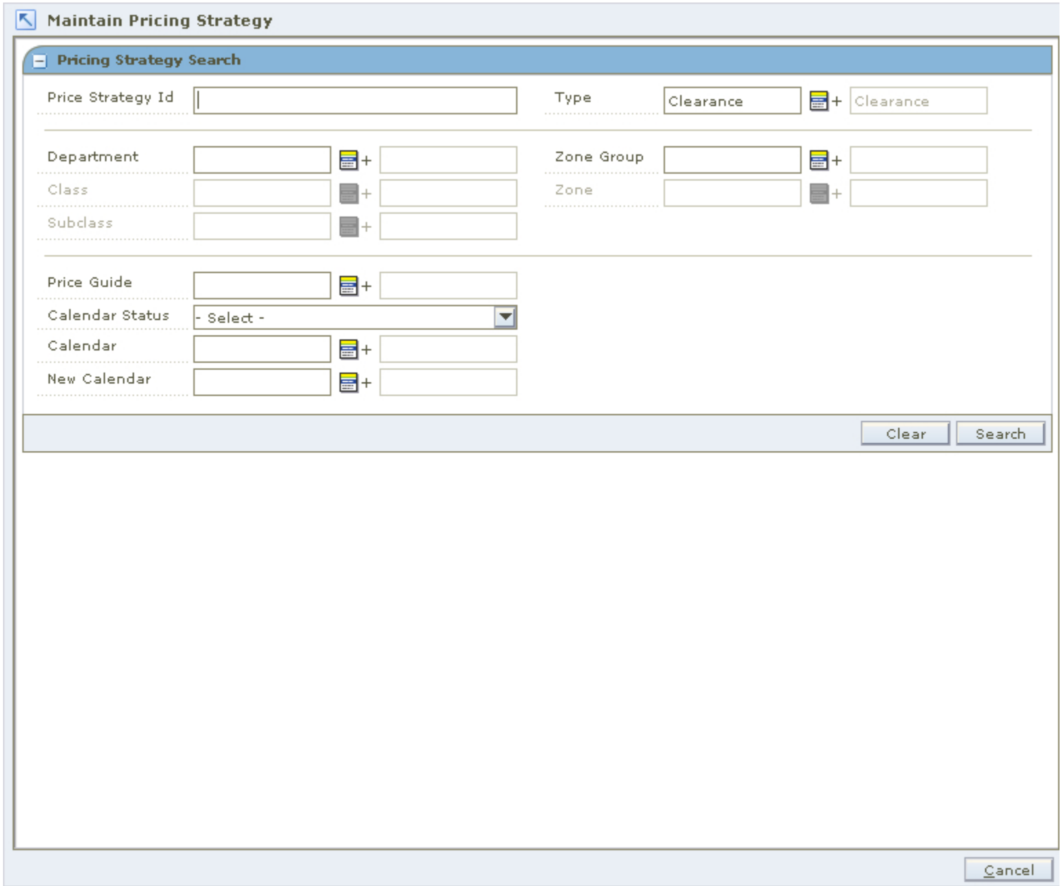
1. In the Code field, select the margin market basket code you want to use to set the price.
2. In the Margin Target field, enter the percent of margin you want to earn on the item/zone.
3. Set up the acceptable range:

> **Note:** Acceptable range is the amount by percentage that a margin can vary from the target before a price change is proposed.

   a. In the Acceptable Range From field, enter the bottom of the range.
   b. In the Acceptable Range To field, enter the top of the range.
4. Click **Apply**. An entry is added to the Margin Strategy Details table.
5. Define reference competitors as necessary.
6. Click **Done** to save any changes and close the workspace.

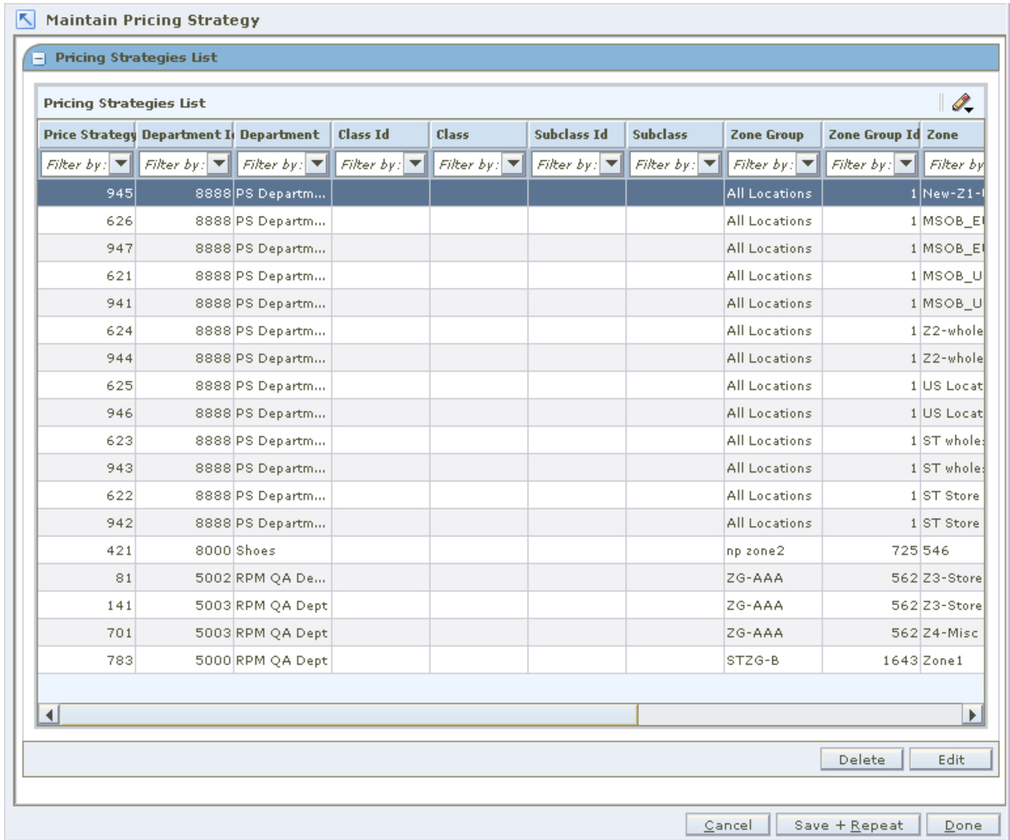
Edit a Margin Pricing Strategy

Navigate: From Task Pad, select Price Strategy > Maintain Price Strategy. The Pricing Strategy Search workspace opens.



Pricing Strategy Search Workspace

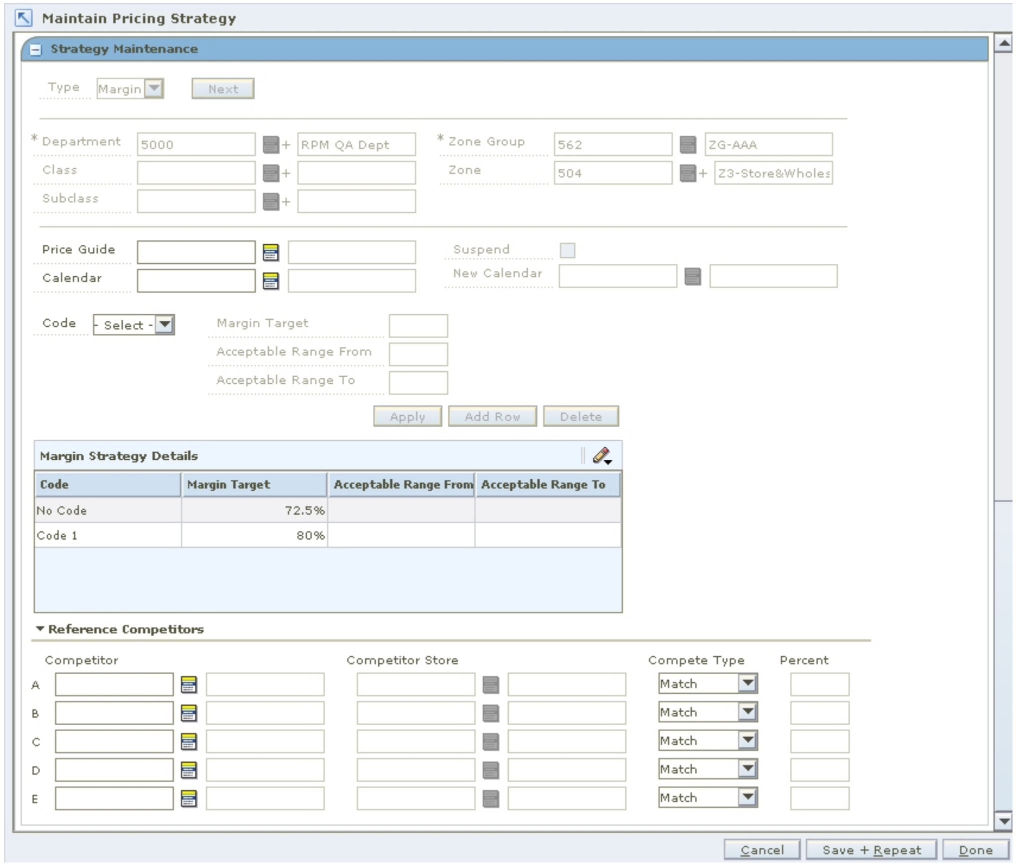
1. Enter criteria as needed to limit your search.
2. Click **Search**. The results of your search are listed in the Pricing Strategies List.



Price Strategy	Department Id	Department	Class Id	Class	Subclass Id	Subclass	Zone Group	Zone Group Id	Zone
Filter by:	Filter by:	Filter by:	Filter by:	Filter by:	Filter by:	Filter by:	Filter by:	Filter by:	Filter by
945	8888	PS Departm...					All Locations	1	New-Z1-I
626	8888	PS Departm...					All Locations	1	MSOB_EI
947	8888	PS Departm...					All Locations	1	MSOB_EI
621	8888	PS Departm...					All Locations	1	MSOB_U
941	8888	PS Departm...					All Locations	1	MSOB_U
624	8888	PS Departm...					All Locations	1	Z2-whole
944	8888	PS Departm...					All Locations	1	Z2-whole
625	8888	PS Departm...					All Locations	1	US Locat
946	8888	PS Departm...					All Locations	1	US Locat
623	8888	PS Departm...					All Locations	1	ST whole:
943	8888	PS Departm...					All Locations	1	ST whole:
622	8888	PS Departm...					All Locations	1	ST Store
942	8888	PS Departm...					All Locations	1	ST Store
421	8000	Shoes					np zone2	725	546
81	5002	RPM QA De...					ZG-AAA	562	Z3-Store
141	5003	RPM QA Dept					ZG-AAA	562	Z3-Store
701	5003	RPM QA Dept					ZG-AAA	562	Z4-Misc
783	5000	RPM QA Dept					STZG-B	1643	Zone1

Pricing Strategies List Window

3. From the Pricing Strategies List, select the margin strategy you want to maintain.
4. Click **Edit**, or double-click the strategy selected. A Strategy Maintenance pane opens and the fields that can be changed are enabled.



Code	Margin Target	Acceptable Range From	Acceptable Range To
No Code	72.5%		
Code 1	80%		

Strategy Maintenance - Margin

5. Make necessary changes.

Edit a Price Guide

Enter the price guide name, or click the LOV button and select the appropriate price guide.

Change Calendars

> **Note:** Before you can specify a new calendar, the existing calendar must be suspended.

1. Select the Suspend check box.
2. Enter a calendar name, or click the LOV button and select a calendar

Edit Margin Details

1. Select a row in the Margin Strategy Details table.
2. In the Margin Target field, enter the percent of margin you want to earn on the item/zone.

> **Note:** Acceptable range is the amount by percentage that a margin can vary from the target before a price change is proposed.

3. In the Acceptable Range From field, enter the bottom of the range.
4. In the Acceptable Range To field, enter the bottom of the range.
5. Click **Apply**.

Delete Margin Details

1. Select the margin detail from the Margin Strategy Details table.
2. Click **Delete**. The row is removed from the table.

Edit Reference Competitors

Define reference competitors as necessary.

Complete the Margin Price Strategy

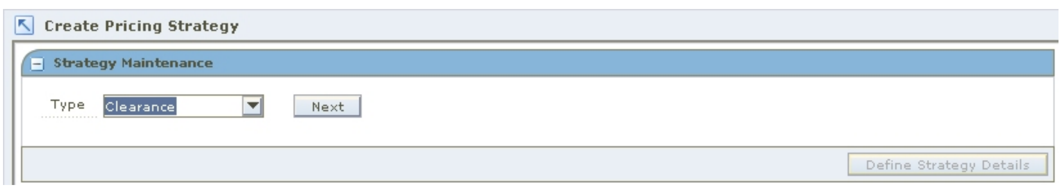
1. Click **Save + Repeat** to commit your changes.
2. Click **Done** to save any changes and close the workspace.

Maintain Margin Pricing

A maintain margin pricing strategy allows you to define the pricing strategy for items based on future cost changes. The proposed retails can be based on current or market basket margin percentages. Reference competitors may be assigned for comparison purposes.

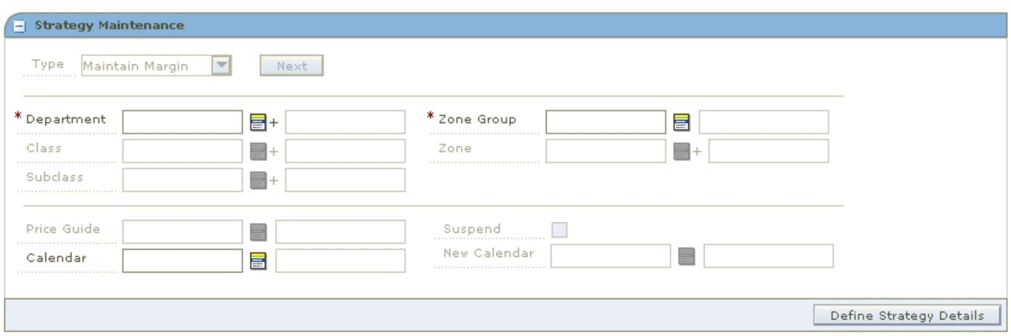
Create a Maintain Margin Pricing Strategy

Navigate: From Task Pad, select Price Strategy > Create Price Strategy. The Create Pricing Strategy workspace opens with the Strategy Maintenance pane.



Strategy Maintenance Pane

1. In the Type field, select Maintain Margin.
2. Click **Next**. Additional strategy fields appear.



Strategy Maintenance - Maintain Margin

3. Enter the ID of the merchandise level you want to apply the strategy to, or click the LOV button and select the appropriate merchandise level.

> **Note:** You must enter a department. Subsequent merchandise levels are enabled as you add the level above, if the definition of the department in the aggregation level dialog allows it.

4. Select the zones for the strategy:
   - **Zone Group:** Enter the ID of the zone group that contains the locations to add to the price strategy, or click the LOV button and select a zone group.
   - **Zone:** Enter the ID of the zone to add to the price strategy, or click the LOV button and select a zone.
5. In the Price Guides field, enter the ID of the Price Guide field, or click the LOV button and select a price guide.

> **Note:** Only price guides associated with the selected departments can be selected.

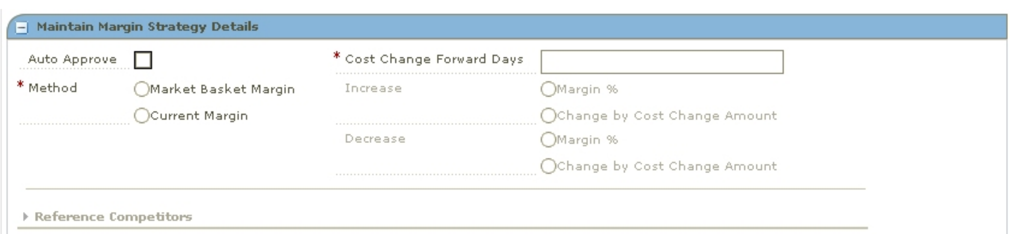
6. In the Calendar field, enter the ID of the calendar you want to associate with the strategy, or click the LOV button and select a calendar.
7. In the Suspend field, select the check box to indicate that reviews of the existing strategy are stopped.

> **Note:** Clear the check box to indicate the review periods should begin in the next period.

8. In the New Calendar field, enter the ID of the calendar you want to associate with the strategy, or click the LOV button and select a calendar.

> **Note:** you must select the Suspend check box before you can add a new calendar.

9. Click **Define Strategy Details**. The Margin Strategy Details pane opens.



Maintain Margin Strategy Details

Define Maintain Margin Strategy Details

1. Select the Auto Approve check box to indicate price changes should be created in Approved status.
2. In the Cost Change Forward Days, enter the number of days into the next review period that the strategy will consider cost changes when proposing price changes.

> **Note:** Cost Change Forward Days should not exceed the length of a review period.

3. Select the method for the strategy:
   - **Market Basket Margin:** Select to have the margin for the item's market basket applied to the item's new cost. A new Margin Strategy Details area appears.

Margin Strategy Details Area

   - **Current Margin:** Select to have the current margin applied to the item's new cost. The current margin fields are enabled.

Define Market Basket Margin

1. In the Code drop-down, select the margin market basket code you want to use to set the price.
2. In the Margin Target field, enter the percent of margin you want to earn on the item/zone.
3. Set up the acceptable range:

> **Note:** Acceptable range is the amount by percentage that a margin can vary from the target before a price change is proposed.

   a. In the Acceptable Range From field, enter the bottom of the range.
   b. In the Acceptable Range To field, enter the top of the range.
4. Click **Apply**. An entry is added to the Maintain Strategy Details table.
5. Define reference competitors as necessary.
6. Click **Done** to save any changes and close the workspace.

Define Current Margin

1. Select how the strategy will apply an increase in margin to a proposed retail:
   - **Margin %:** Select to have the percent of the cost change added to the basis retail to determine the proposed retail.
   - **Change by Cost Change Amount:** Select to have the amount of the cost change added to the basis retail.
2. Select how the strategy will apply a decrease in margin to a proposed retail:
   - **Margin %:** Select to have the percent of the cost change subtracted from the basis retail to determine the proposed retail.
   - **Change by Cost Change Amount:** Select to have the amount of the cost change subtracted from the basis retail.
3. Click **Done** to save any changes and close the workspace.

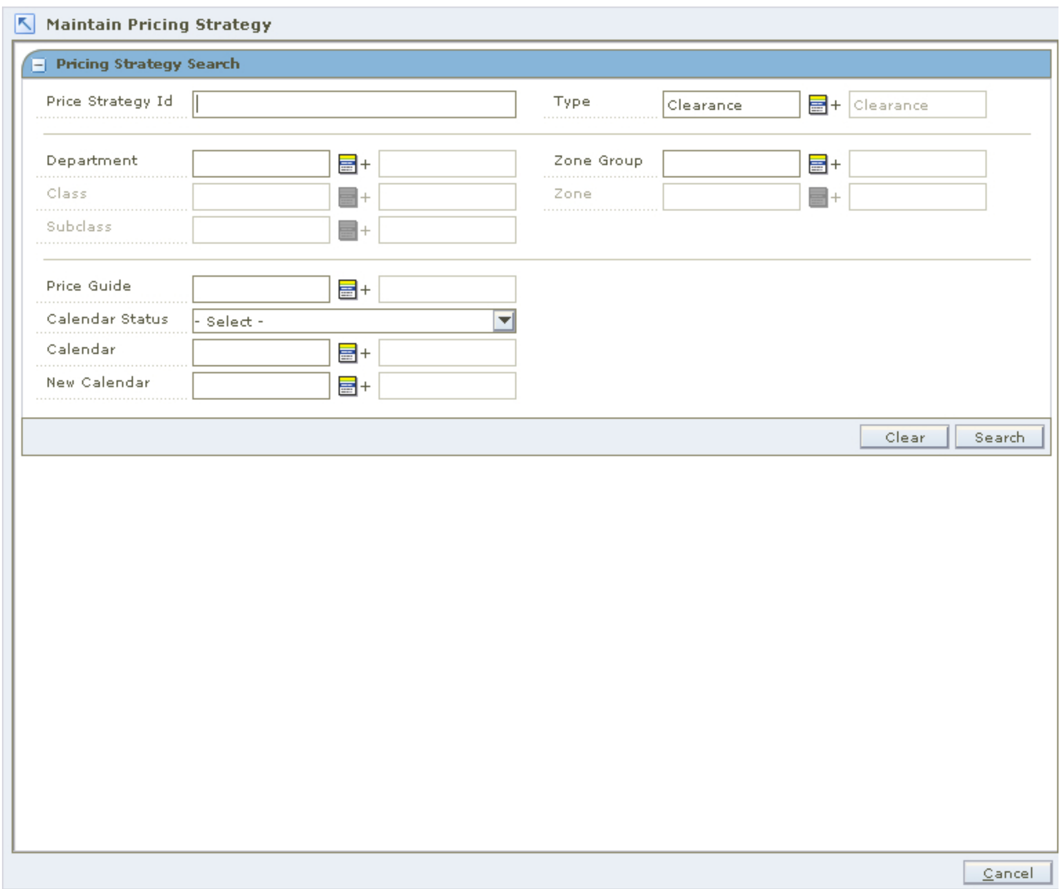
Define Reference Competitors

1. In the Reference Competitors section, enter the ID of the competitor in the Competitor field, or click the LOV button and select a competitor.
2. In the Competitor Store field, enter the ID of the store, or click the LOV button and select a store.

3. In the Compete Type, select how to compare prices to the reference competitors:
   - **Match:** A pass or fail indicator appears on the worksheet depending on if the proposed price matches the referenced competitors price.
   - **Price Above:** A pass or fail indicator appears on the worksheet depending on if the proposed price is at least the specified percent above the referenced competitor's price.
   - **Price Below:** A pass or fail indicator appears on the worksheet depending on if the proposed price is at least the specified percent below the referenced competitor's price.
4. If you selected Price Above or Price Below, enter the percent above or below the competitor's price that the new price is compared.
5. Click **Done** to save any changes and close the workspace.

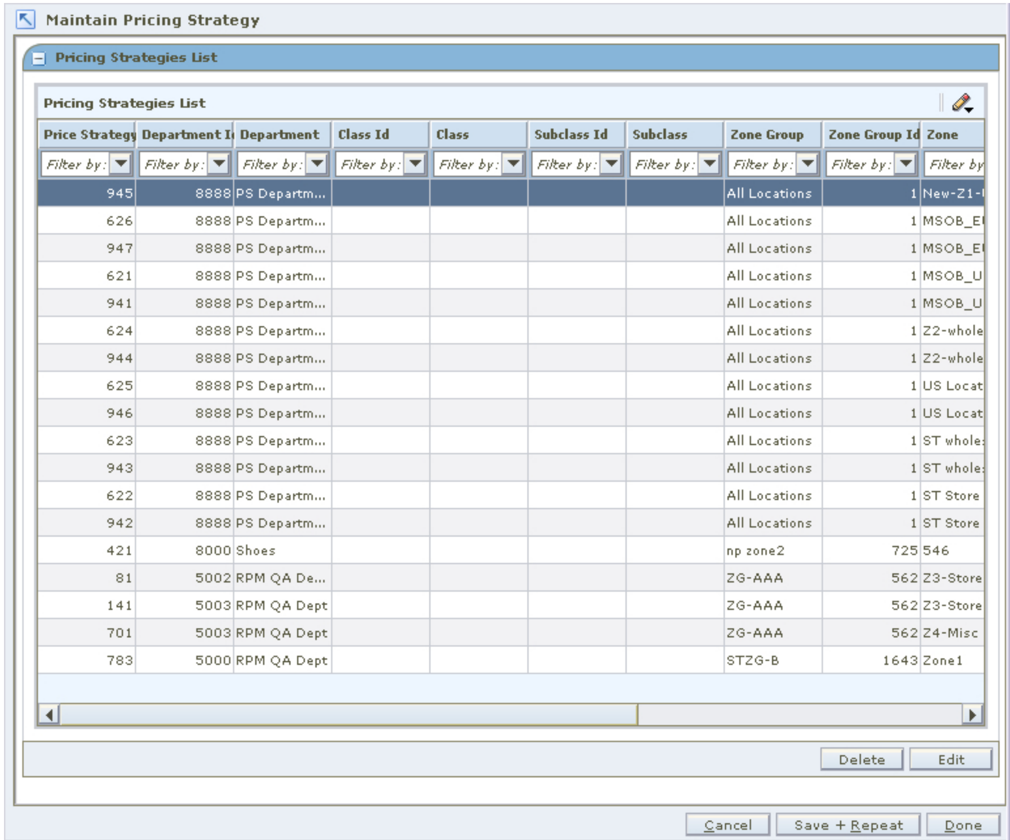
Edit a Maintain Margin Pricing Strategy

Navigate: From Task Pad, select Price Strategy > Maintain Price Strategy. The Pricing Strategy Search workspace opens.



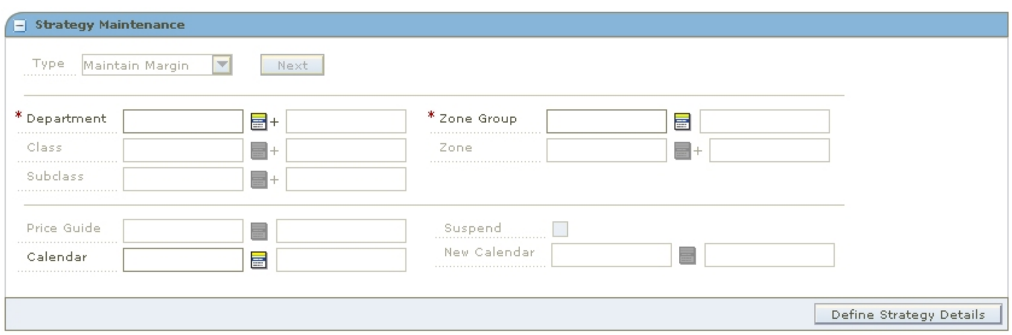
Pricing Strategy Search Workspace

1. Enter criteria as needed to limit your search.
2. Click **Search**. The results of your search are listed in the Pricing Strategies List.



Pricing Strategies List Window

3. From the Pricing Strategies List, select the maintain margin strategy you want to maintain.
4. Click **Edit**, or double-click the strategy selected. A second Strategy Maintenance pane opens and the fields that can be changed are enabled.



Strategy Maintenance - Maintain Margin

5. Make necessary changes.

Edit a Price Guide

Enter the price guide name, or click the LOV button and select the appropriate price guide.

Change Calendars

> **Note:** Before you can specify a new calendar, the existing calendar must be suspended.

1. Select the Suspend check box.
2. Enter a calendar name, or click the LOV button and select a calendar

Edit Maintain Margin Details

1. Select the Auto Approve check box to indicate price changes should be created in Approved status.
2. In the Cost Change Forward Days, enter the number of days into the next review period that the strategy will consider cost changes when proposing price changes.

   > **Note:** Cost Change Forward Days should not exceed the length of a review period.

3. Select the method for the strategy:
   - **Market Basket Margin:** Select to have the margin for the item's market basket applied to the item's new cost. A new Margin Strategy Details area appears.

     Margin Strategy Details Area

   - **Current Margin:** Select to have the current margin applied to the item's new cost.

Edit Market Basket Margin

1. In the Code drop-down, select the margin market basket code you want to use to set the price.
2. In the Margin Target field, enter the percent of margin you want to earn on the item/zone.
3. Set up the acceptable range:

   > **Note:** Acceptable range is the amount by percentage that a margin can vary from the target before a price change is proposed.

   a. In the Acceptable Range From field, enter the bottom of the range.

   b. In the Acceptable Range To field, enter the top of the range.
4. Click **Apply**. An entry is added to the Maintain Strategy Details table.
5. Define reference competitors as necessary.
6. Click **Done** to save any changes and close the workspace.

Edit Current Margin

1. Select how the strategy will apply an increase in margin to a proposed retail:
   - **Margin %:** Select to have the percent of the cost change added to the basis retail to determine the proposed retail.
   - **Change by Cost Change Amount:** Select to have the amount of the cost change added to the basis retail.
2. Select how the strategy will apply a decrease in margin to a proposed retail:
   - **Margin %:** Select to have the percent of the cost change subtracted from the basis retail to determine the proposed retail.
   - **Change by Cost Change Amount:** Select to have the amount of the cost change subtracted from the basis retail.
3. Click **Done** to save any changes and close the workspace.

Edit Reference Competitors

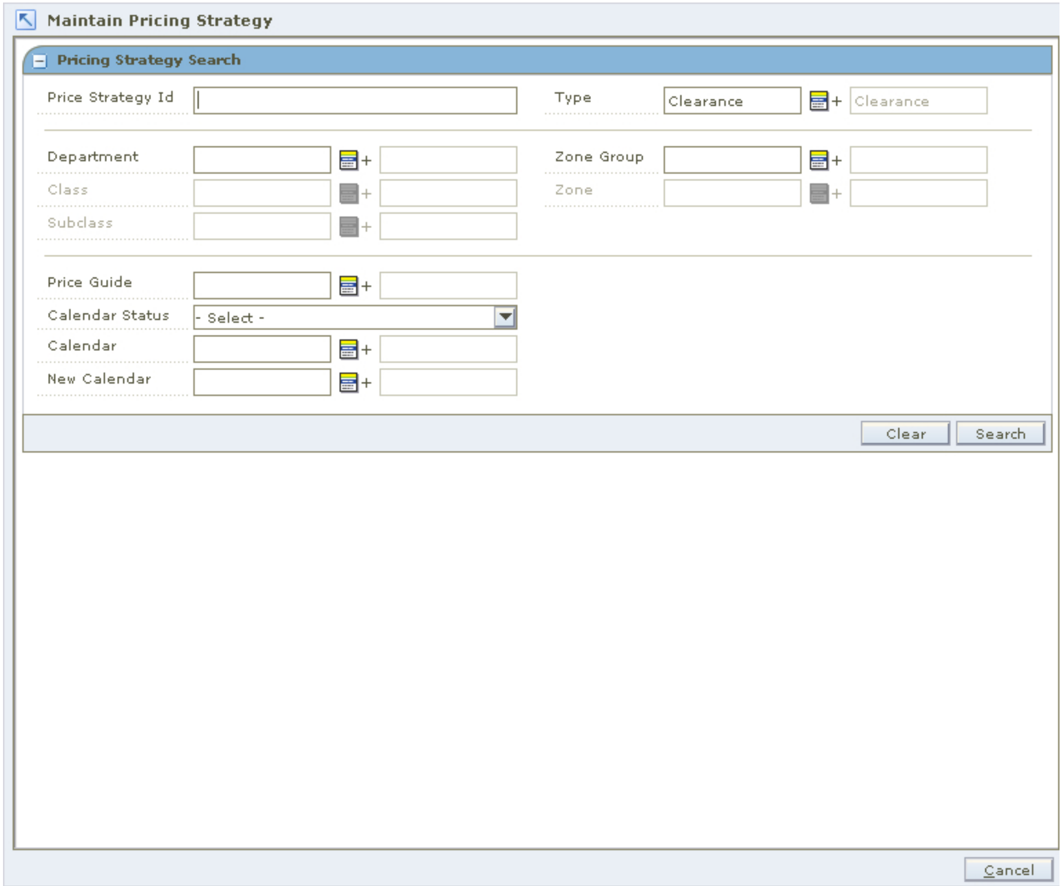
- Define reference competitors as necessary.

Complete the Margin Price Strategy

1. Click **Save + Repeat** to commit your changes.
2. Click **Done** to save any changes and close the workspace.

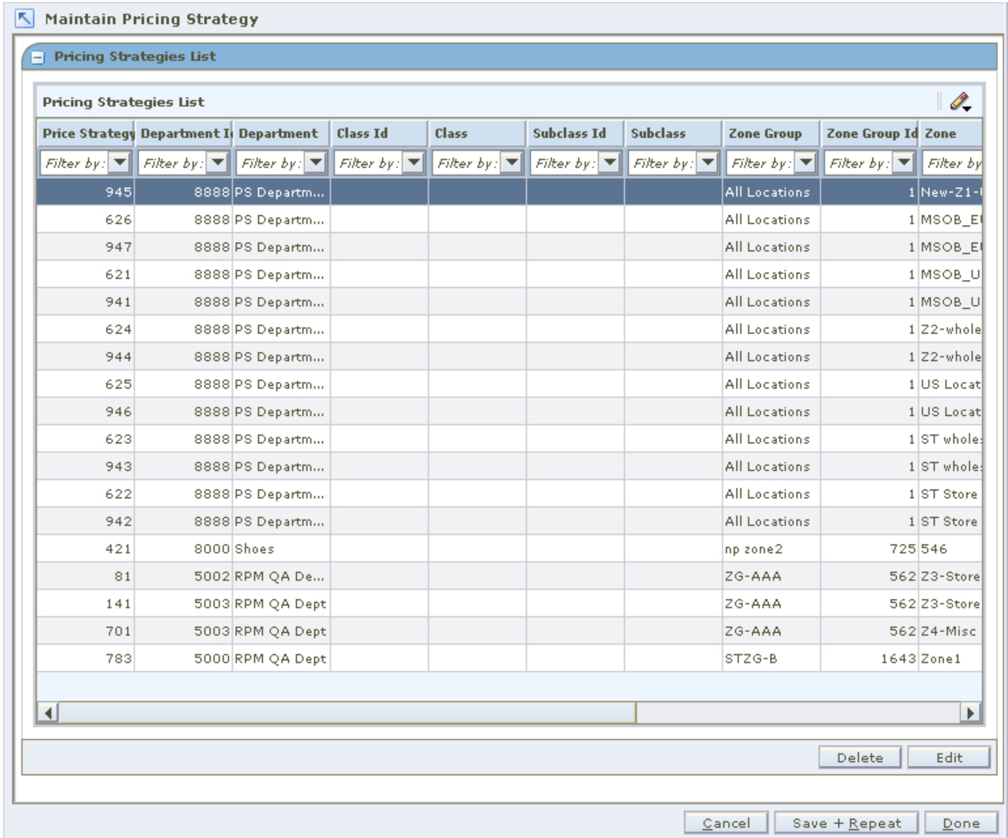
Delete a Pricing Strategy

Navigate: From Task Pad, select Pricing Strategy > Maintain Pricing Strategy. The Pricing Strategy Search workspace opens.



Pricing Strategy Search Workspace

1. Enter criteria as needed to limit your search.
2. Click **Search**. The search results are listed in the Pricing Strategies List.



Maintain Pricing Strategy

Pricing Strategies List

Pricing Strategies List

Price Strategy	Department Id	Department	Class Id	Class	Subclass Id	Subclass	Zone Group	Zone Group Id	Zone
945	8888	PS Departm...					All Locations	1	New-Z1-
626	8888	PS Departm...					All Locations	1	MSOB_E
947	8888	PS Departm...					All Locations	1	MSOB_E
621	8888	PS Departm...					All Locations	1	MSOB_U
941	8888	PS Departm...					All Locations	1	MSOB_U
624	8888	PS Departm...					All Locations	1	Z2-whole
944	8888	PS Departm...					All Locations	1	Z2-whole
625	8888	PS Departm...					All Locations	1	US Locat
946	8888	PS Departm...					All Locations	1	US Locat
623	8888	PS Departm...					All Locations	1	ST whole
943	8888	PS Departm...					All Locations	1	ST whole
622	8888	PS Departm...					All Locations	1	ST Store
942	8888	PS Departm...					All Locations	1	ST Store
421	8000	Shoes					np zone2	725	546
81	5002	RPM QA De...					ZG-AAA	562	Z3-Store
141	5003	RPM QA Dept					ZG-AAA	562	Z3-Store
701	5003	RPM QA Dept					ZG-AAA	562	Z4-Misc
783	5000	RPM QA Dept					STZG-B	1643	Zone1

Delete Edit

Cancel Save + Repeat Done

Pricing Strategies List

3. From the list, select the price strategy you want to delete.
4. Click **Delete**. You are prompted to confirm your decision.
5. Click **Yes**.
6. Click **Done** to close the window.

6

Worksheets

RPM uses strategies, calendars, and item/location information to automatically generate worksheets. The Worksheet functionality allows you to maintain the proposed price changes automatically generated by RPM.

The worksheet may contain many different columns.

Worksheet Detail

The Worksheet Detail workspace allows you to:

- Review the auto generated price change proposals.
- Review items that met rules or were exceptions.
- Make clearance decisions.
- Delete the Pricing Worksheet if no price changes need to be made.
- Examine the information about price change proposals and make decisions about which items to change and what retail prices to set.
- Modify column values.
- Perform what-if analysis on the Worksheet to help you make the best pricing decisions.
- Export the worksheet to a Comma Separated Value (csv) file that can be opened in other applications such as spreadsheets and work processors.

Worksheet Columns

The worksheet may contain many different columns. See the descriptions and calculations for each column below.

Column	Description	Editable	Calculation
% off Regular Retail	The percent difference between the basis regular retail and the new retail of the item.	No	Price Change Amount divided by Basis Regular Retail (Before VAT) Depending on your aggregation level settings: Price Change Amount = Current Retail - New Retail Price Change Amount = New Retail - Current Retail The zone level regular retail is used if it exists.
% off Basis Retail	The percent difference between the basis retail (regular or clearance) and the new retail of the item. This value is the same as % off Regular Retail if there is no clearance retail.	No	Price Change Amount divided by Basis Retail (Before VAT) Price Change Amount equals the difference between the New Retail and the Clearance or Regular Retail Depending on your aggregation level settings: Price Change Amount = Current Retail - New Retail Price Change Amount = New Retail - Current Retail The zone level clearance retail is used if it exists.
Base Cost	The base cost of the item on the effective date (including price change processing days).	No	When the record is at a zone level, the zone level base cost is used in the calculation if one exists.
Basis Cost	The pricing cost of the item on the effective date (including price change processing days).	No	When the record is at a zone level, the zone level basis cost is used in the calculation if one exists.
Class ID	The class hierarchy ID of the item's class.	No	
Class Description	The name of the class.	No	
Clearance Indicator	Checked and disabled if the item is on active clearance. Unchecked if the item is not on clearance.	Yes	
Clearance	Hyperlink that opens a window with details on approved clearances. "Pending" appears if the item is on a pending clearance.	No	

Column	Description	Editable	Calculation
Competitor A Alert	"Pass" appears if there is a competitor A and the strategy rules is met. "Fail" appears if the strategy rule is not met.	No	
Competitor A Retail	Competitor A's retail price.	No	
Competitor B Alert	"Pass" appears if there is a competitor B and the strategy rules is met. "Fail" appears if the strategy rule is not met.	No	
Competitor B Retail	Competitor B's retail price.	No	
Competitor C Alert	"Pass" appears if there is a competitor C and the strategy rules is met. "Fail" appears if the strategy rule is not met.	No	
Competitor C Retail	Competitor C's retail price.	No	
Competitor D Alert	"Pass" appears if there is a competitor D and the strategy rules is met. "Fail" appears if the strategy rule is not met.	No	
Competitor D Retail	Competitor D's retail price.	No	
Competitor E Alert	"Pass" appears if there is a competitor E and the strategy rules is met. "Fail" appears if the strategy rule is not met.	No	
Competitor E Retail	Competitor E's retail price.	No	
Conflict	An exclamation point appears if conflicts were found during conflict checking.	No	When conflict checking is run again or the price change is taken or not taken, the column is reset.
Cost Changes During Review Period	"Yes" appears if there are approved cost changes that have an effective date during the review period of the worksheet.	No	
Current Clearance Retail	The clearance retail for today if the item is on clearance.	No	The zone level clearance retail appears if it exits.
Current Clearance Retail UOM	The unit of measure for the item clearance price.	No	
Basis Retail	The active retail (regular or clearance) on the effective date before the current price change.	No	The zone level basis retail appears if it exists.
Basis Retail UOM	The unit of measure for the item basis retail.	No	
Basis Retail Multi-units	The active multi-unit retail on the effective date before the current price change.	No	The zone level multi-unit retail appears if it exists.

Column	Description	Editable	Calculation
Basis Multi-unit Retail	The active multi-unit retail on the effective date before the current price change.	No	
Basis Multi-unit Retail UOM	The unit of measure for the active multi-unit retail on the effective date before the current price change.	No	
Current Cost	The pricing cost today.	No	
Current Cost Markup %.	The cost markup of the item based on current cost and current retail.	No	Current Retail (regular or clearance, before VAT) minus Current Cost divided by Current Cost. The zone level current cost is used if it exists.
Current Retail Markup %	The retail markup of the item based on current cost and current retail.	No	Current Retail (regular or clearance, before VAT) minus Current cost divided by Current Retail. The zone level current cost is used if it exists.
Current Multi-Units	The unit value of the multi-unit retail price. For example: "2 ea." if there is a 2 for $5 multi-unit retail.	No	The primary zone current multi-units will appear if it exists.
Current Multi-units Retail	The retail value of the multi-unit retail price. For example: "$5.00" if there is a 2 for $5 multi-unit retail.	No	
Current Multi-units UOM	The unit of measure for the item multi-unit.	No	
Current Regular Retail	The item's regular retail value today.	No	The zone level current retail appears if it exists.
Current Retail UOM	The selling unit of measure for the current retail.	No	
Current Retail/UOM	The regular retail value per unit of measure in the package today. For example: ".05/oz" if there is a 16 oz. can of soup that retails for .89.	No	Current Retail divided by Package UOM
Diff One	The differentiator 1 value for a transaction level item.	No	
Diff Two	The differentiator 2 value for a transaction level item.	No	
Diff Three	The differentiator 3 value for a transaction level item.	No	
Diff Four	The differentiator 4 value for a transaction level item.	No	
Effective Date	The date that price change goes into effect.	Yes	End of Review Period plus Price Change Processing Days

Column	Description	Editable	Calculation
New Item Location Ind	An indicator appears if the item/location is a new combination in RPM.	No	
First Received Date	The date this item was first received into the location.	No	
Historical Sales	The monetary historical sales of the item based on the locations in the row.	No	The weekly, monthly, half-yearly, or yearly historical sales depending on aggregation level setting.
Historical Sales Units	The retail sales of the item for the current period.	No	The weekly, monthly, half-yearly, or yearly historical sales depending on aggregation level setting.
Item Description	The name of the item.	No	
Item ID	The transaction or parent item ID.	No	
Last Cost Change	The date of the last cost change. **Note:** Place the cursor over this field to show the average or highest cost of the item over the locations in the zone	No	
Last Price Change	The date of last price change. **Note:** Place the cursor over this field to show the items zone price.	No	
Last Received Date	The date the item was last received into the location.	No	
Link Code	The link code assigned to the transaction level item. A hyperlink opens a link code information window.	No	
Proposed Retail Markdown #.	The markdown number if there is a proposed clearance price change.	No	
Margin Market Basket Code	The market basket code for transaction level items if one exists.	No	
Cost Markup %. On New Retail	The cost markup of the item based on new cost and new retail.	No	New Retail minus Basis Cost divided by Basis Cost The zone level basis cost is used if it exists.
New Multi-Units	The unit value of the new multi-unit retail price. For example: "2 ea." if there is a 2 for $5 multi-unit retail.	Yes	
New Multi-units Retail	The retail value of the new multi-unit retail price. For example: "$5.00" if there is a 2 for $5 multi-unit retail.	Yes	

Column	Description	Editable	Calculation
New Multi-units UOM	The unit of measure of the new item multi-unit. For example: ea. if there is a 2 for $5 multi-unit retail.	Yes	
New Retail	The new proposed retail value for the effective date. Edit this field to override the proposed price.	Yes	
New Retail/UOM	The new retail value per unit of measure. For example: ".05/oz" if there is a 16 oz. can of soup that retails for .89	No	New Retail divided by the Unit Of Measure.
New Retail Markup %.	The percent retail sales margin of the item based on the new retail.	No	New Retail minus New Cost divided by New Retail (Before VAT) The zone level basis cost if used if it exists.
New Retail UOM	The unit of measure for the item's new retail. If you enter a new retail, New Retail UOM is required.	Yes	
Original Retail	The original retail of the item.	No	
Out of Stock Date	The out of stock day for clearance price changes. You can change this field.	Yes	Default Out of Stock Days after the effective date
Package Size	The package size of the item.	No	
Package UOM	The package unit of measure of the item.	No	
Parent ID	The parent item ID if the worksheet is at transaction item level and the item has a parent.	No	
Parent Item Description	The name of the parent item.	No	
Pending Cost Changes	The date of the earliest pending cost change for the item for the primary supplier. A hyperlink opens a link to a window with more information.	No	
Price Change Amount	The monetary value of the price change for one unit of that item.	No	New Retail minus Basis Retail at the location Depending on your aggregation level settings: Price Change Amount = Basis Retail - New Retail Price Change Amount = New Retail - Current Basis The zone level basis retail is used if it exists.

Column	Description	Editable	Calculation
Price Change Indicator	Select "Take" to accept the proposed price change for the transaction level item and lock the row for editing. Select "Don't Take" to reject the proposed price change and lock the row for editing.	Yes	
Price Changes	A hyperlink "NONE" if no price changes exist during review period. A hyperlink "Pending" if price changes exist during review period. Click the hyperlink to view pending price change records. **Note:** During the review period means between todays date and the end of the review period.	No	
Primary Competitor Alert	"Pass" appears if there is a primary competitor and the strategy rules is met. "Fail" appears if the strategy rule is not met.	No	
Primary Competitor Retail Changed Ind	"Yes" when a new or updated competitor retail is brought into RPM. **Note:** If more than one strategy uses the same competitor, "Yes" will only appear in the worksheet for the first strategy to find it.	No	
Primary Competitor Retail	The primary competitors retail.	No	
Primary Competitor Retail UOM.	The items selling unit of measure for the primary competitor.	No	
Primary Competitor Multi-Units	The unit value of the multi-unit retail price on the most recent shop date. For example: "2" if there is a 2 for $5 multi-unit retail	No	
Primary Competitor Multi-Unit Retail	The primary competitors multi-unit retail with the number of units on the most recent shop date. For example: 2 for $5	No	
Primary Competitor Multi-units UOM.	The items unit of measure for the multi-unit price on the most recent shop date.	No	
Primary Supplier	The primary supplier ID for the item. **Note:** Place the cursor over this field to view the supplier name.	No	

Column	Description	Editable	Calculation
Promotions	Hyperlink that opens a window with details on approved current or pending (after the effective date of the current price change) promotions.	No	
Proposed Cost Markup %.	The cost markup of the item based on proposed retail and basis cost.	No	Proposed Retail minus Basis Cost divided by Basis Cost. The zone level basis cost is used if it exists.
Proposed Retail	The retail on the proposed effective date.	No	Proposed Effective Date plus Price Prior Create Days
Proposed Retail/UOM	The proposed retail per unit of measure in the package. For example: ".05/oz" if there is a 16 oz. can of soup that retails for .89	No	Proposed Retail divided by Package UOM
Proposed Retail UOM	The unit of measure for the item's proposed retail.	No	
Proposed Retail Markup %	The retail sales margin of the item based on the new retail.	No	Proposed Retail minus Basis Cost divided by Proposed Retail (Before VAT) The zone level basis cost if used if it exists. For zone level records, if a zone level basis cost exists, use that value in the calculation
Replenishment Indicator	"Yes" if the item is on an active replenishment record.	No	
Reset Date	The reset date for the item. Enter a date to change the default.	Yes	Defaults to Out of Stock Date plus one day
Retail Label Type	The retail label type of the item.	No	
Retail Label Value	The retail label value of the item.	No	
Price Zone Group ID	The price zone group ID for a zone level item. **Note:** Place the cursor over this field to view the price zone group description.	No	
Price Zone ID	The price zone ID for a zone level item. **Note:** The price zone description is available as a mouse over.	No	
Rule	Binocular icon appears if the item meets rules. Click the icon to open a window and view details of the rules met by the record.	No	
Projected Sales Units	The smoothed average regular price sales based on the number of weeks of sales that have occurred.	No	Total Sales divided by Total Weeks of Sales

Column	Description	Editable	Calculation
Sales Change Amount	The difference between the items new retail and the basis retail on the effective date multiplied by the projected sales for a week.	No	Depending on your aggregation level settings: Sales Change Amount = Basis Retail - New Retail Sales Change Amount = New Retail - Current Basis On Worksheet Status the sum of all individual records. On Worksheet Detail per item.
Seasonal Sell Thru %	The sell through percent for the current season. Total sales for the stores in the zone or location divided by stock on hand for the zone/location.	No	Total Sales For the Season divided by Stock On Hand Depending on your aggregation level settings Warehouse Stock On Hand will be included or excluded.
Season/Phase	Hyperlink opens Season/Phase detail window.	No	
Sell Thru %	The sell through percent for store locations in the zone.	No	Sales divided by (Stock On Hand plus Sales) Depending on your aggregation level settings Warehouse Stock On Hand will be included or excluded. The type of sales and the amount of time to be considered is determined by the Sales Calculation Method.
State	The status of the details of the record.	No	
Store On Hand	The current stock on hand at store locations.	No	
Store On Order	The total on order qty for all stores in the price zone. **Note:** On order is in the single unit size of the item, not case size.	No	
Store total inventory	Total inventory for all stores in the zone.	No	Store On Hand plus Store On Order plus Store In_Transit + Store OBNP_INV
Subclass ID	The subclass hierarchy ID of the item's subclass. **Note:** Place the cursor over the field to view the subclass description.	No	
UDA	Hyperlink opens UDA information for the item if it exists.	No	
VPN	The VPN for the primary supplier of the item.	No	
Weeks of Sales Exposure	The number of weeks the item has had sales exposure (on had at location).	No	
Weeks Since First Sale	The number of weeks since the items first sale.	No	

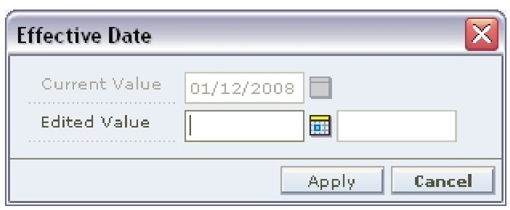
Column	Description	Editable	Calculation
Total Inventory	Total inventory for the item/location.	No	Total Warehouse Inventory plus Total Store Inventory
WH Stock On Hand	The current stock on hand at warehouse locations in.	No	
Warehouse On Order	Total on order qty for all stores in the price zone. **Note:** On order is in the single unit size of the item, not case size.	No	
WH total Inventory	The total inventory for all stores in the zone.	No	Warehouse On Hand plus Warehouse On Order plus Warehouse In Transit

Change the Value in a Cell

1. Double-click the cell.
2. Enter a value, change a value, or select from a drop-down list.

Change the Values of Multiple cells

1. Press and hold the **Ctrl** key while selecting cells or column headings to select multiple cells or columns.
2. Right-click on the selected cells or columns. An editing window appears that allows you to edit the value for all selected cells.



Example Edit Value Window

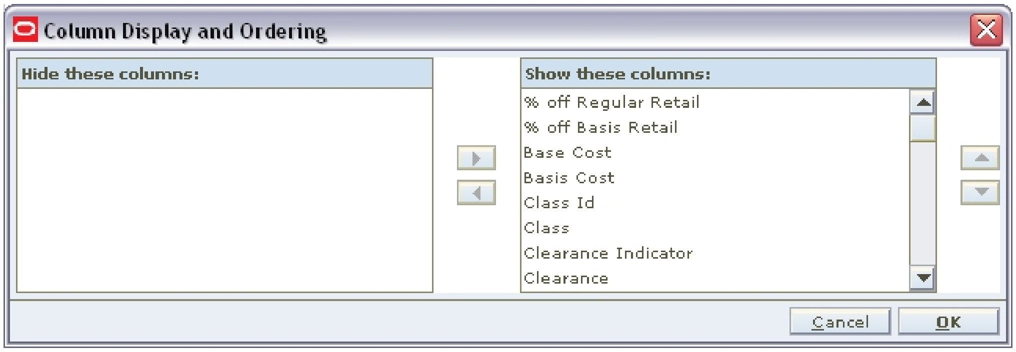
3. Enter a value, change a value, or select from a drop-down list.
4. Click **OK**. The values for all selected cells change.

Maintain Columns

You can edit the worksheet to display only the columns you are concerned with, change the order the columns display, and change the number of rows that appear.

Hide and Position Columns

1. In the Worksheet Details pane, click the  button. A drop-down menu is displayed.
2. Select Column Display and Ordering... from the drop-down menu. The Column Display and Ordering dialog opens.



Column Display and Ordering Dialog

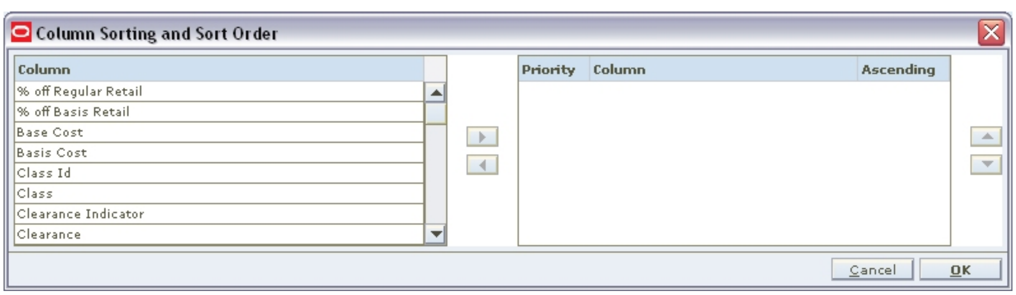
3. To hide columns:
   a. Select a column to hide in the Show these columns pane.
   b. Click the  button. The column name appears in the Hide these columns pane.
   c. Repeat the steps above to hide additional columns.

      To hide individual columns, right-click on the column heading in the Worksheet Details pane and select Hide Column from the drop-down menu.
4. To position columns:
   a. Select a column to re-position in the Show these columns pane.
   b. Click the  and  buttons as necessary to move the columns. This determines the position of the columns from left to right.
   c. Repeat the steps above to re-position additional columns.

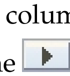
      To reposition individual columns, click on the column heading in the Worksheet Details pane and drag it to the desired position.
5. Click **OK**. The worksheet columns are repositioned to reflect your changes.

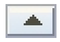
Sort the Worksheet

1. In the Worksheet Details pane, click the  button.
2. Select Sort Table... from the drop-down menu. The Column Sorting and Sort Order dialog opens.



Column Sorting and Sort Order Dialog

3. Set the sort order of the worksheet:
   a. Select a column from the Columns pane.
   b. Click the  button. The column name appears in the Priority Column pane.
   c. Repeat the steps above to move additional columns.
   d. Select a column in the Priority Column pane.

e. Click the  and  buttons as necessary to move the columns. This determines the order by which the worksheet information is sorted.

f. Clear the Ascending column to have the column sort date in descending order.

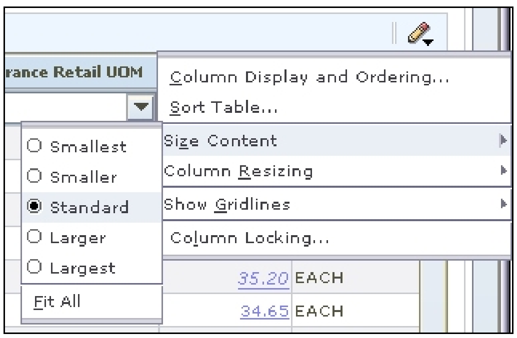
g. Repeat the steps above as necessary.

4. Click **OK**. The worksheet columns are sorted to reflect your changes.

   To sort based on individual columns, right-click on the column heading in the Worksheet Details pane and select either Make Primary Sort, Ascending or Make Primary Sort, Descending from the drop-down menu.

Adjust the Size of the Worksheet Content

1. In the Worksheet Details pane, click the  button.
2. Move the cursor over Size Content.

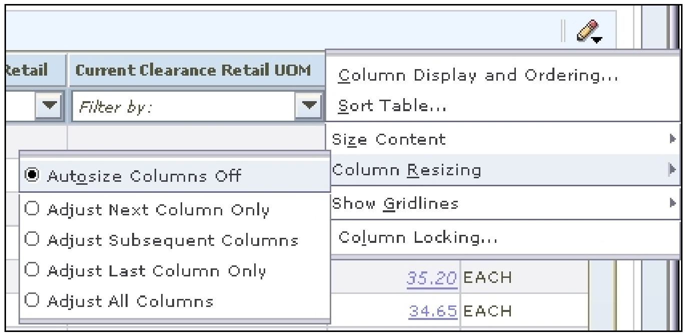


Size Content

3. Select from the drop-down menu:
   - Smallest
   - Smaller
   - Standard
   - Larger
   - Largest
   - Fit All
4. The size of the content on the worksheet is adjusted.

Adjust Column Sizes

1. In the Worksheet Details pane, click the  button.
2. Move the cursor over Column Resizing.



Column Resizing

3. Select from the drop-down menu:
   - Adjust Next Column Only
   - Adjust Subsequent Columns
   - Adjust Last Column Only
   - Adjust All Columns
4. The worksheet columns are adjusted.

   To resize individual columns, position the cursor on the right-hand border of the column heading. The cursor will change to a double arrow. Click and drag right or left to resize the column.

Set Non-Scrolling Columns

You can set up to seven columns to be locked or non-scrolling. This allows comparison of values in the locked columns to all other columns in the worksheet.

1. In the Worksheet Details pane, click the  button.
2. Select Column Locking from the drop-down menu. The Column Locking dialog opens.

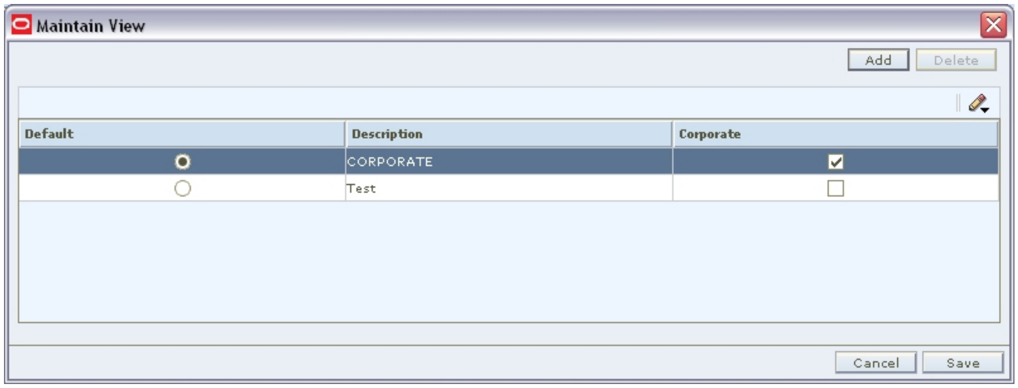
Column Locking Dialog

3. Enter the number of columns to lock.
4. Click **OK**. The columns are locked (non-scrolling).

Maintain Views

Add a View

1. Click **Maintain View**. The Maintain View dialog opens.



Maintain View Dialog

2. Click **Add**. A new line appears in the list.
3. Enter a name for the view in the Description field.
4. Select the Default View checkbox if you would like the view you created to be the default view.
5. Click **Save**. The view is saved and is accessible from the drop-down at the top of the Worksheet Details pane.

Delete a View

1. Select the view you want to delete from the list.
2. Click **Delete**. The view is removed from the list.

Select a View

Select a saved view from the drop-down menu.

Apply Filters

Since worksheets may contain many detail records, RPM gives you the ability to filter those records so you see only the details that need attention. You can perform an ad hoc filter on any column in the Worksheet Detail or you can create and save an advanced filter that you can continue to use in the future.

Apply an Ad Hoc Filter

In the Worksheet Details pane, select a value from the Filter by: drop-down above the column you wish to filter the worksheet by. The worksheet view is refreshed, with the filter applied.

Clear an Ad Hoc Filter

In the Worksheet Details pane, select Clear Filter from the Filter by: drop-down above the column that the filter was applied to. The filter is cleared and the worksheet returns to its previous state.

Note: Any other filters applied are still applied to the worksheet.

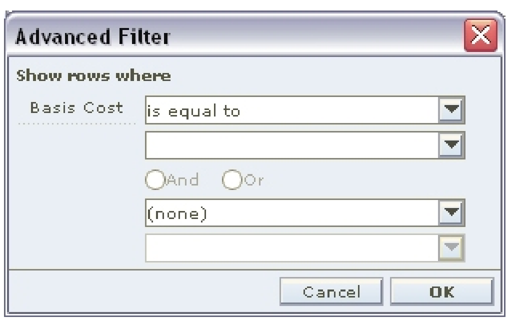
Clear All Filters

In the Worksheet Details pane, select Revert to Default from the Filter by: drop-down above any column. The filters are cleared and the worksheet returns to its original state.

Apply an Advanced Filter

Note: Advanced filters override any ad hoc filters previously applied to the worksheet.

1. In the Worksheet Details pane, select Advanced Filter from the Filter by: drop-down above the column you wish to filter the worksheet by. The Advanced Filter dialog opens.

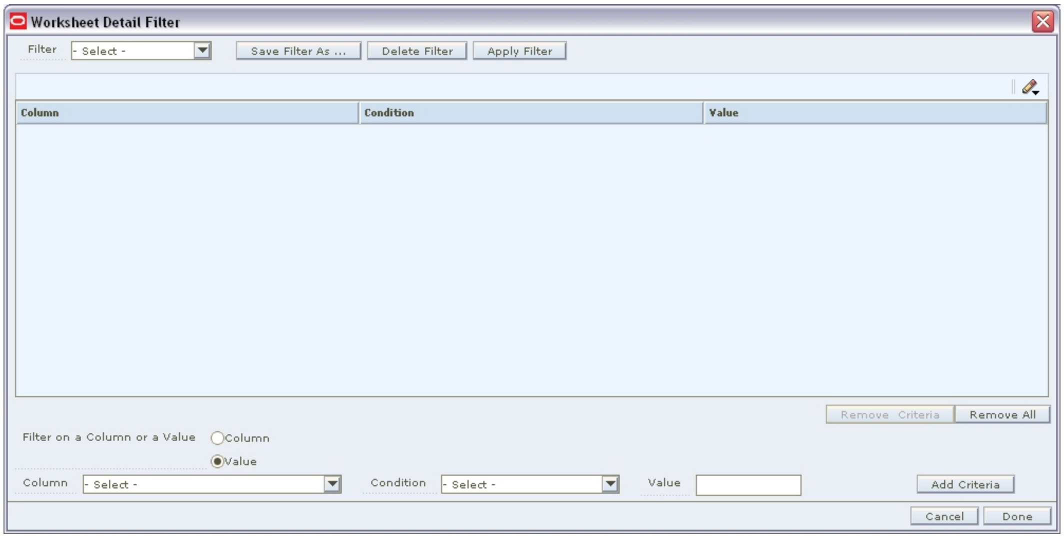


Advanced Filter Dialog

2. Select a condition to apply to the column from the top drop-down in the dialog.
3. Enter or select a value for the filter to look for in the next drop-down.
4. You may enter an additional condition and value in the remaining drop-downs.
5. Select a logical operator (And or Or) in the area between the drop-downs.
6. Click **OK** to apply the filter to the worksheet. The worksheet refreshes, with the filter applied.

Maintain Worksheet Detail Filters

In the Worksheet Details pane, click the Filter  button. The Worksheet Detail Filter window opens.



Worksheet Detail Filter Window

Note: Click the  clear filter button to remove the filter criteria.

Create a Worksheet Detail Filter

1. Select Column to have the filter compare the values in two columns.
   Or
   Select Value to have the filter match a value in a column.
2. Select a column to filter by from the Column drop-down.
3. Select a condition to apply to the filter from the Condition drop-down.
4. Select a column to compare to the previous column in the Column drop-down if you chose to filter by column above.
   Or
   Select of Enter a value for the filter to look for in the next field if you chose to filter by value above.
5. Click **Add Criteria**. The criteria is added to the Worksheet Detail Filter table.
6. Repeat the steps above to continue adding criteria. Continue to the next step.
7. Click **Save As** to save the filter.
   - Enter a name for the filter in the Save Filter dialog.

Apply a Worksheet Detail Filter

1. Select a filter from the Filter drop-down.
2. Select criteria from the Worksheet Detail Filter table. You can select multiple criteria.
3. Click **Apply Filter**. The Worksheet Detail Filter window is closed and the filter is applied.

Delete Worksheet Detail Filter Criteria

1. Select a filter from the Filter drop-down .
2. Select criteria from the Worksheet Detail Filter table.
3. Click **Remove Criteria**. The criteria is removed from the filter. Click **Remove All**, to remove all criteria from the filter.

Delete a Worksheet Detail Filter

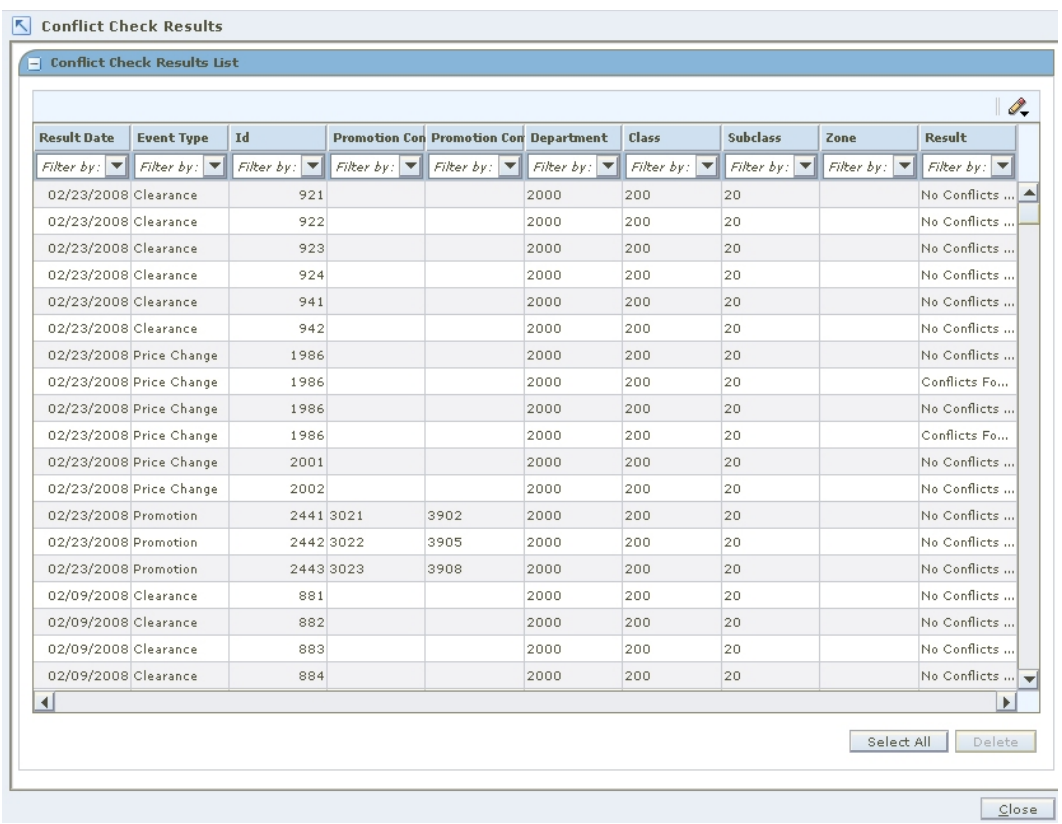
1. Select a filter from the Filter drop-down.
2. Click **Delete Filter**. The filter is removed from the Filter drop-down.

View Conflict Check Results

The Conflict Check Results workspace allows you to review the results of background conflict checking for worksheets, price changes, promotions, and clearances. If the background conflict checking system option is selected, conflict reviews occur in the background, or when the system is not busy performing other tasks. An alert appears in the Conflict column of the worksheet, price change, promotion, or clearance maintenance pane when conflict checking is complete. At that time, follow the procedures below to view the results of background conflict checking.

When background conflict checking is off the system performs conflict checks immediately when **Conflict Check** is clicked from the Price Change, Promotions, or Clearances workspaces.

Navigate: From Task Pad, select Conflict Check Results > View Conflict Check Results. The Conflict Check Results workspace opens.


Conflict Check Results

Conflict Check Results List

Result Date	Event Type	Id	Promotion Con	Promotion Con	Department	Class	Subclass	Zone	Result
Filter by:	Filter by:	Filter by:	Filter by:	Filter by:	Filter by:	Filter by:	Filter by:	Filter by:	Filter by:
02/23/2008	Clearance	921			2000	200	20		No Conflicts ...
02/23/2008	Clearance	922			2000	200	20		No Conflicts ...
02/23/2008	Clearance	923			2000	200	20		No Conflicts ...
02/23/2008	Clearance	924			2000	200	20		No Conflicts ...
02/23/2008	Clearance	941			2000	200	20		No Conflicts ...
02/23/2008	Clearance	942			2000	200	20		No Conflicts ...
02/23/2008	Price Change	1986			2000	200	20		No Conflicts ...
02/23/2008	Price Change	1986			2000	200	20		Conflicts Fo...
02/23/2008	Price Change	1986			2000	200	20		No Conflicts ...
02/23/2008	Price Change	1986			2000	200	20		Conflicts Fo...
02/23/2008	Price Change	2001			2000	200	20		No Conflicts ...
02/23/2008	Price Change	2002			2000	200	20		No Conflicts ...
02/23/2008	Promotion	2441	3021	3902	2000	200	20		No Conflicts ...
02/23/2008	Promotion	2442	3022	3905	2000	200	20		No Conflicts ...
02/23/2008	Promotion	2443	3023	3908	2000	200	20		No Conflicts ...
02/09/2008	Clearance	881			2000	200	20		No Conflicts ...
02/09/2008	Clearance	882			2000	200	20		No Conflicts ...
02/09/2008	Clearance	883			2000	200	20		No Conflicts ...
02/09/2008	Clearance	884			2000	200	20		No Conflicts ...

Select All Delete

Close

Conflict Check Results Workspace

Select the conflict results you want to view.

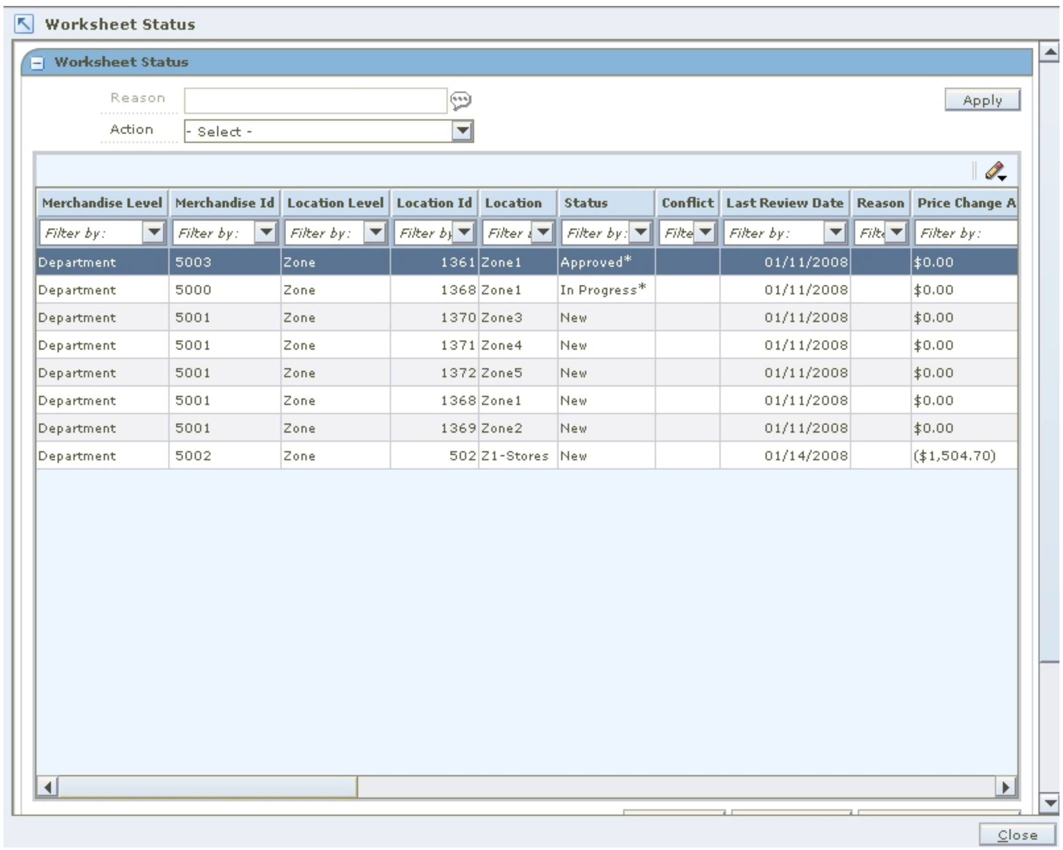
Delete Conflict Check Results

1. Select the conflict results to delete.
2. Click **Delete**.

Worksheet Status

Maintain a Pricing Worksheet

Navigate: From the Task Pad, select Worksheet > Worksheet Status. The Worksheet Status workspace opens.



Merchandise Level	Merchandise Id	Location Level	Location Id	Location	Status	Conflict	Last Review Date	Reason	Price Change A
Filter by:	Filter by:	Filter by:	Filter by	Filter	Filter by:	Filte	Filter by:	Filte	Filter by:
Department	5003	Zone	1361	Zone1	Approved*		01/11/2008		$0.00
Department	5000	Zone	1368	Zone1	In Progress*		01/11/2008		$0.00
Department	5001	Zone	1370	Zone3	New		01/11/2008		$0.00
Department	5001	Zone	1371	Zone4	New		01/11/2008		$0.00
Department	5001	Zone	1372	Zone5	New		01/11/2008		$0.00
Department	5001	Zone	1368	Zone1	New		01/11/2008		$0.00
Department	5001	Zone	1369	Zone2	New		01/11/2008		$0.00
Department	5002	Zone	502	Z1-Stores	New		01/14/2008		($1,504.70)

Worksheet Status Workspace

1. Select the worksheet you want to maintain.

> **Note:** You can select multiple worksheets as long as they are for the same department and currency.

2. Click **Worksheet Detail** to maintain the details of the worksheet.

Submit a Pricing Worksheet for Approval

The Pricing Worksheet status must be In Progress to enable the Submit action. To change the status of the Pricing Worksheet from New or Updated to In Progress, you need to have at least one row or item selected for price change.

1. Select the worksheet that you want to submit.
2. Review the information in the Worksheet Status window to ensure that it is correct.
3. From the Action drop-down list, click **Submit**.
4. Click **Apply**. The status is changed to Submitted and the Pricing Worksheet is ready for approval.

> **Note:** Before the status changes to Submitted, RPM checks the Pricing Worksheet to ensure that there are no conflicts. The status options that are available from the Action drop-down list change based on current status of the worksheet's details.

Approve a Pricing Worksheet

> **Note:** The Pricing Worksheet status must be in either Submitted or Delete Pending status before you can select the approve action.

1. Select the worksheet that you want to approve.
2. When you are ready to approve the submitted or delete pending Pricing Worksheet, select Approve.
3. Click **Apply**. The Pricing Worksheet information is saved and applied.

> **Note:** For worksheets in Submitted status, before the status changes to Approved, RPM checks the Pricing Worksheet to ensure that there are no conflicts. Delete pending status worksheets are not conflict checked before being moved to Deleted status.
>
> When the system option, Dynamic Area Differentials is off, secondary area worksheets are enabled when the primary area is approved. When the system option is on, changes to secondary areas happen dynamically after changes to the primary area.

Reject a Pricing Worksheet

You can reject a Pricing Worksheet that has a status of Submitted or Delete Pending. When you reject a submitted or delete pending Pricing Worksheet, its status changes to Rejected or Delete Rejected.

> **Note:** If you want to work with the Pricing Worksheet when its status is Rejected, Reset the status of the Pricing Worksheet (see the procedure below).

1. Select the worksheet that you want to reject.
2. You can enter a Reason for the rejection in the Reason field. Click the  button to open an editing window where you can enter a reason up to 250 characters long.
3. From the Action drop-down list, select Reject.
4. Click **Apply**. The status of the Pricing Worksheet changes to Rejected or Delete Rejected.

Reset the Status of a Pricing Worksheet

Use the Reset action to return the worksheet to its previous status.

1. Select the worksheet that you need to reset the status of.
2. From the Action drop-down list, select Reset.
3. Click **Apply**. The Worksheet Status window refreshes and the worksheet is returned to its previous status.

Delete a Pricing Worksheet

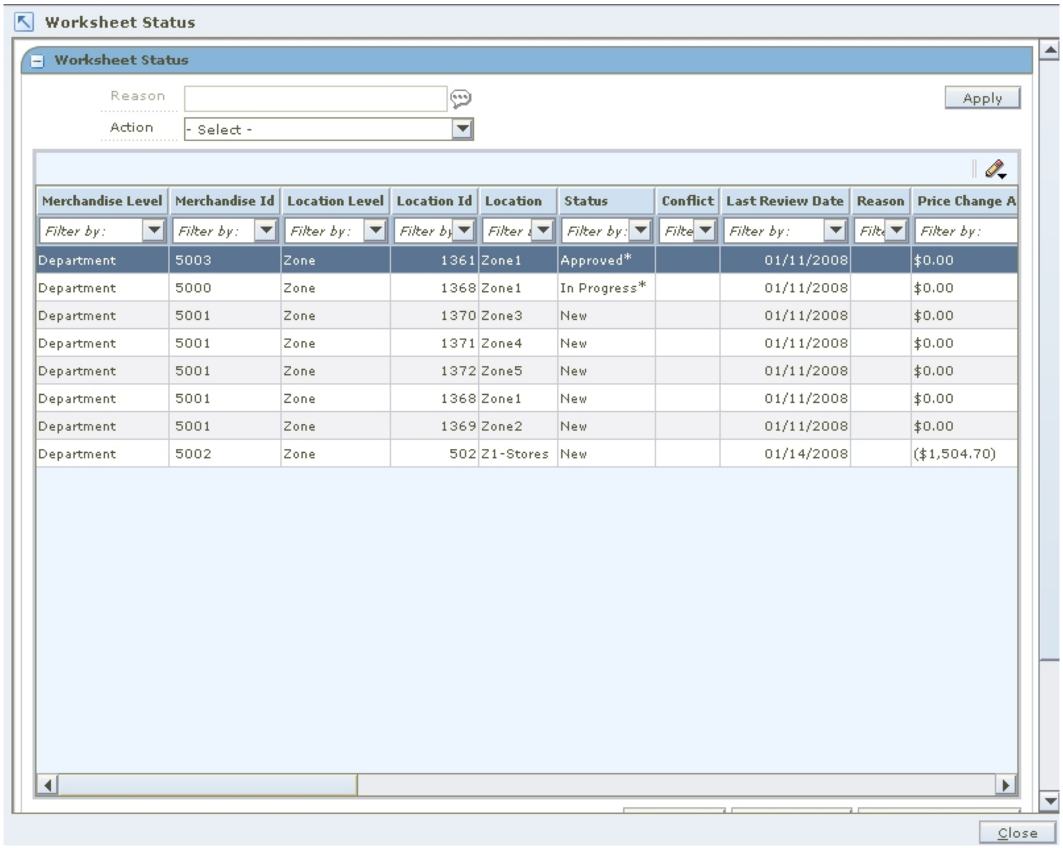
1. Select the worksheet that you want to delete.
2. From the Action drop-down list, select Delete.
3. Click **Apply**. The Pricing Worksheet is moved to Delete Pending status and is ready to have your deletion approved or rejected.

> **Note:** The options that are available from the Action drop-down list change based on worksheet's current status.

Worksheet Detail

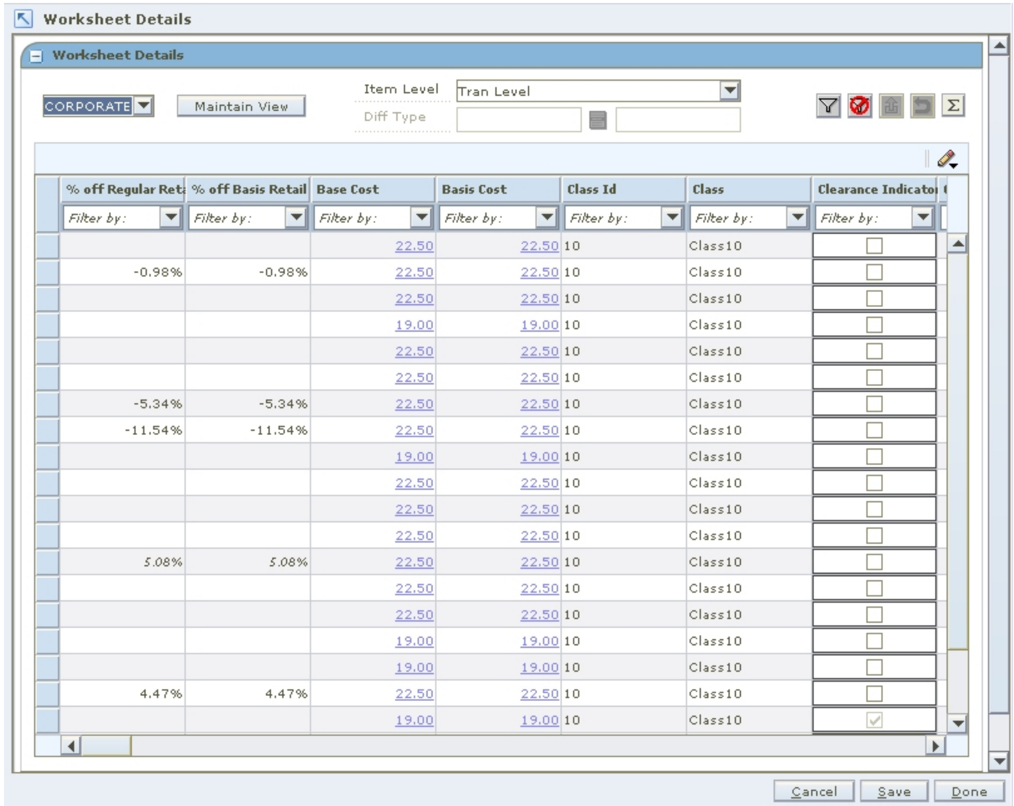
Maintain Worksheet Details

Navigate: From the Task Pad, select Worksheet > Worksheet Status. The Worksheet Status workspace opens.



Worksheet Status Workspace

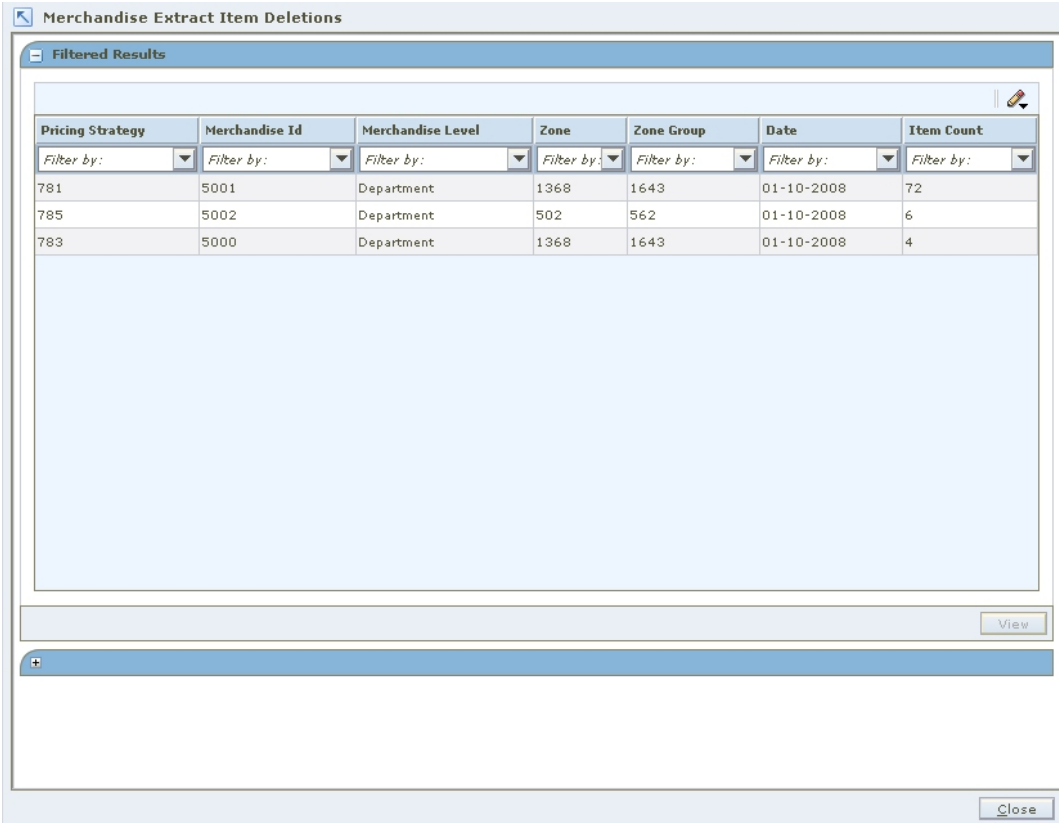
1. Select the worksheet you want to view the details of. You can select multiple worksheets or click **Select All** to select of all the worksheets.
2. Click **Worksheet Detail**. The Worksheet Details workspace opens.



Worksheet Detail Workspace

Merchandise Extract Item Deletions

Navigate: From the Task Pad, select Worksheet > Merchandise Extract Item Deletions. The Merchandise Extract Item Deletions workspace opens.



Merchandise Extract Item Deletions Workspace

1. Double-click on the row on the summary table that you would like to see more detail. The detail table is populated with the items and information that were excluded from the resulting worksheet for the particular run of the merchandise extract.
2. Filter the detail results by selecting the appropriate drop-down menus.

Column	Definition
Area Differential Exclusion	Item/location combinations that have been excluded from a Secondary Area Differential.
Invalid Maintain Margin Cost	The strategy is maintain margin and the item/location does not have a cost change in the cost review period.
Invalid Secondary Item	Item/locations that meet one of the following conditions: ▪ Does not belong to any link code whereas the same item belongs to a link code in the primary area. ▪ Does not exist in the primary area AND does not belong to any link code in the secondary area. ▪ Belongs to a link code that does not exist in the primary area.

Column	Definition
Missing Link Item	When one or more item from a item-link code/zone group is missing the entire group is excluded. Item/locations that meet one of the following conditions: ▪ If any one item from a Link code is present in the worksheet, all items in the same Link code must also be present in the worksheet. ▪ Items sharing the same Link code should have the same Basis UOM. ▪ Items sharing the same Link code should all have the same Class Vat Indicator settings. ▪ For Margin and Maintain Margin Strategies, items sharing the same Link code should have the same Margin Market Basket code. ▪ For Competitive Margin Strategies, items sharing the same Link code should have the same Competitive Market Basket code.
New Item Location	Item/locations that are not present in at the start of a review period cannot be added in the middle of a review period.
No Cost	No cost could be found for the item/location.
No Retail	No retail could be found for the item/location.
Candidate Rule Exclusion	The item/location meets a exclusion candidate rule.
Variable Link Code	The item does not have the same Link Code at all locations in the zone.
Variable Link MBC	The items sharing a market basket code do not have the same Link Code at all locations in the zone.
Variable Link Selling UOM	The items sharing a link code do not have the same Basis UOM at all locations in the zone.
Variable Link Vat Indicator	The items sharing a link code do not have the same vat indicator at all locations in the zone.
Variable Zone Selling UOM	The item does not have the same Basis UOM at all locations in the zone. The strategy is maintain margin and the item/location does not have a cost change in the cost review period.

Edit Proposed Retail Prices

Enter a new retail price in the New Retail field as required for each item.

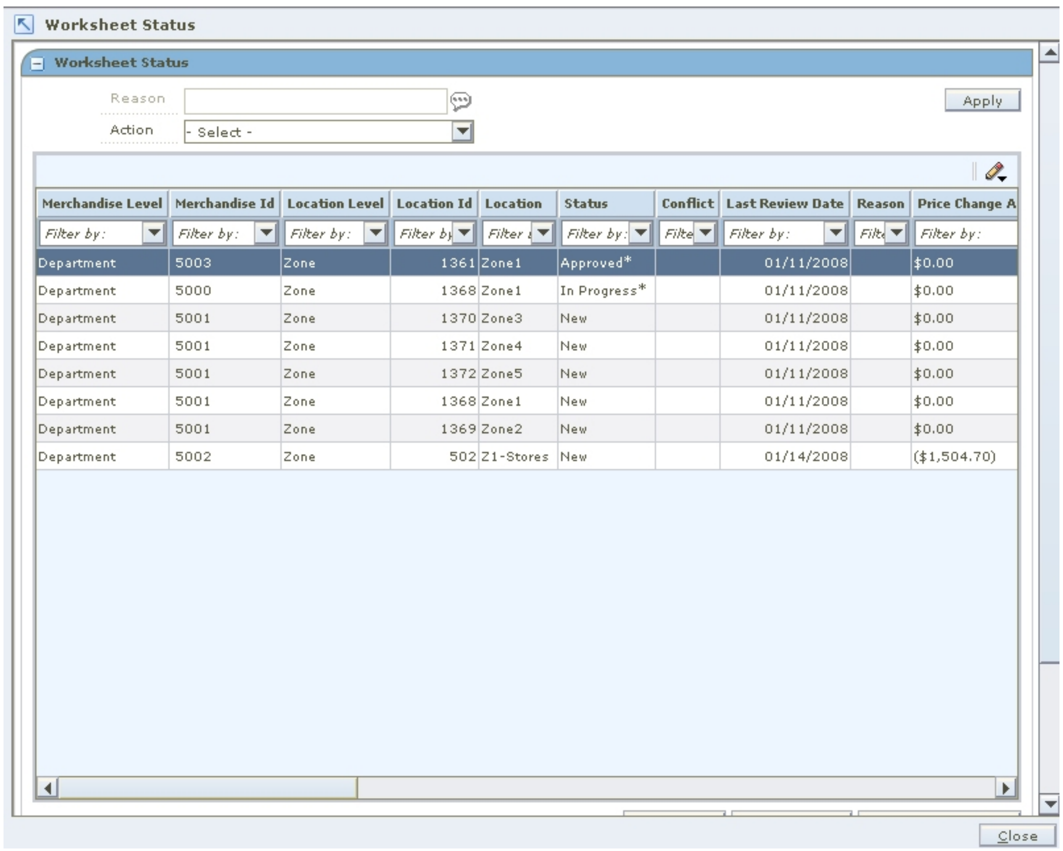
Take or Reject Proposed Price Changes

1. Select the level to view the worksheet at from the Item Level drop-down.
2. Change the Price Change Indicator field in the appropriate row:
   - Select "Take" to accept the proposed price change for the item.
   - Select "Don't Take" to reject the proposed price change for the item.
3. Click **Save**. Your changes to the worksheet are saved and the Worksheet Status workspace opens.

See "Worksheet Columns" for a complete list of the editable columns on the worksheet.

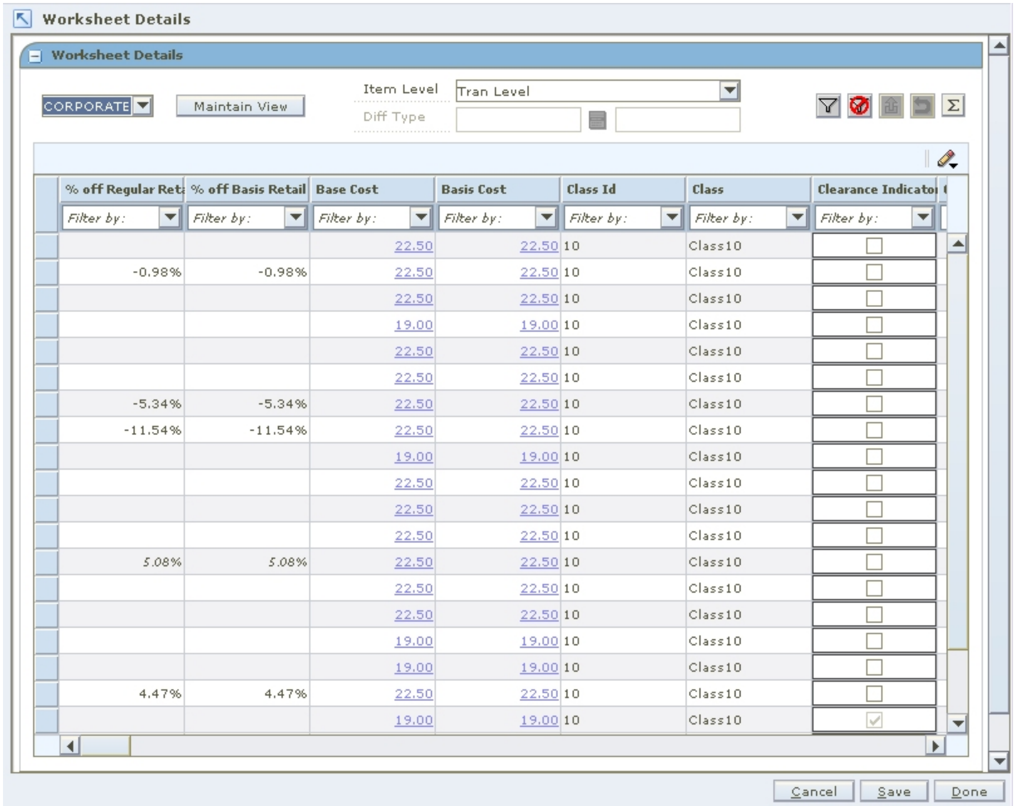
View Totals

Navigate: From the Task Pad, select Worksheet > Worksheet Status. The Worksheet Status workspace opens.



Worksheet Status Workspace

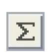
1. Select the worksheet you want to view the details of. You can select multiple worksheets or click **Select All** to select of all the worksheets.
2. Click **Worksheet Detail**. The Worksheet Details workspace opens.

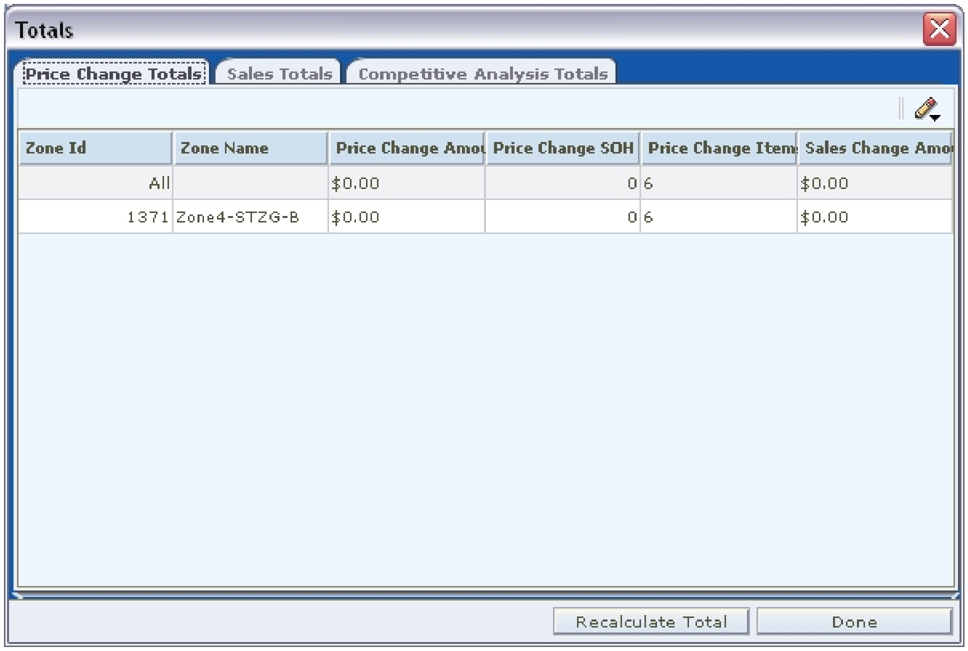


Worksheet Details Workspace

3. Select the row you want to view totals for by clicking the box to the left of the row. Press and hold the Ctrl key while selecting to select multiple rows. Click **Select All** to select all the rows.

> **Note:** If no items are selected, the totals appear for all items where a price change would occur.

4. Click the Totals  button. The Totals window opens.



Totals Window

View Price Change Totals

1. Select the Price Change Totals tab. The totals for all of the item rows that you selected appear on the Totals window.
2. Click **Done**. The Totals window is closed.

View Sales Totals

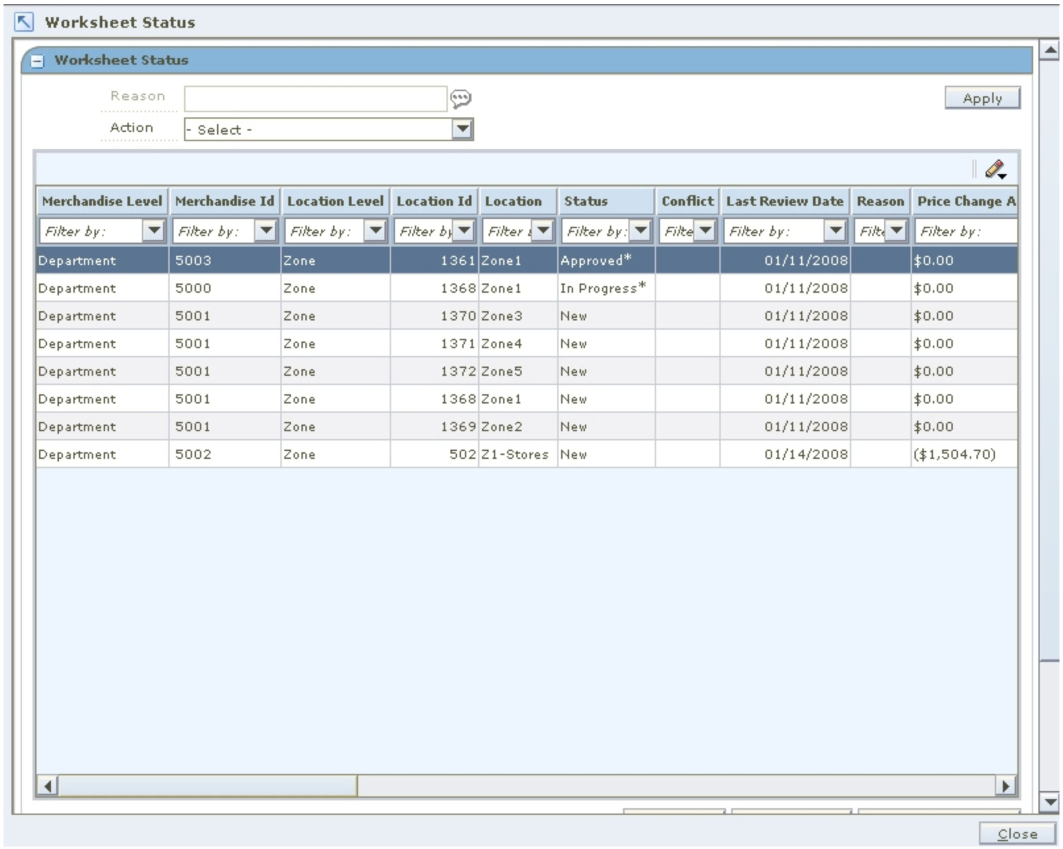
1. Select the Sales Totals tab. The totals for the sales for the item rows that you selected appear on the Totals window.
2. Click **Done**. The Totals window closes.

View Competitive Analysis Totals

1. Select the Competitive Analysis Totals tab. The totals for how you are competing in all retail zones that you have selected appear on the Totals window.
2. Click **Done**. The Totals window is closed.

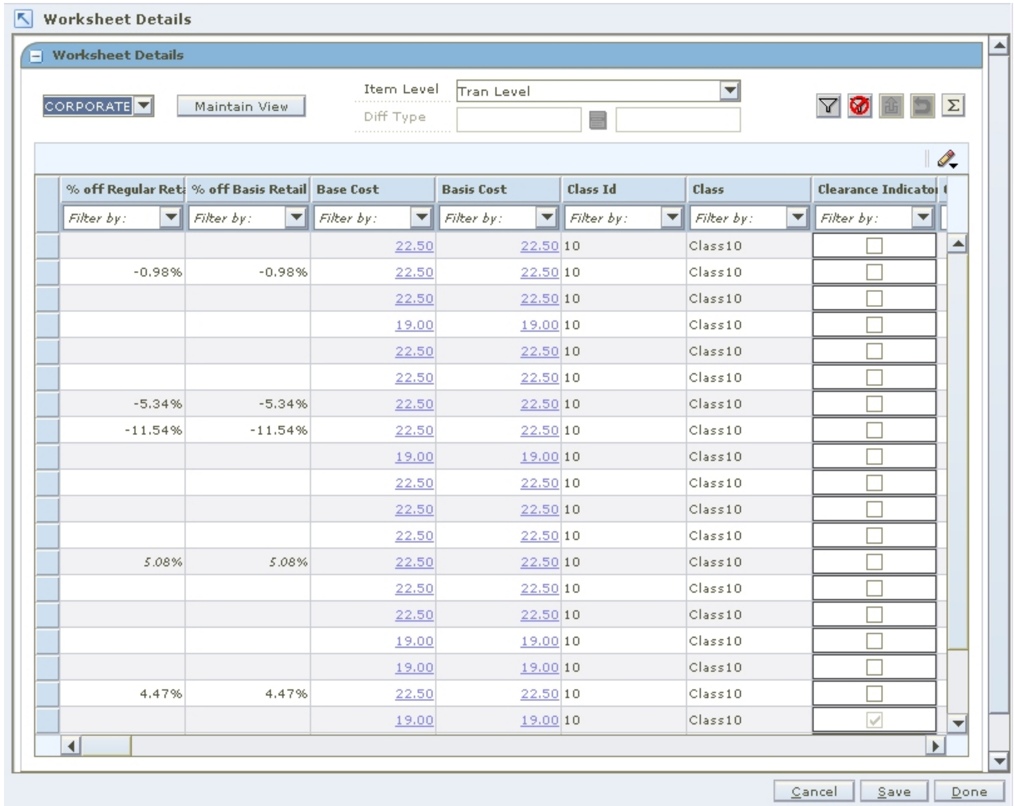
What-If Analysis

Navigate: From the Task Pad, select Worksheet > Worksheet Status. The Worksheet Status workspace opens.



Worksheet Status Workspace

1. Select the worksheet you want to view the details of. You can select multiple worksheets or click **Select All** to select all of the worksheets.
2. Click **Worksheet Detail**. The Worksheet Details workspace opens.



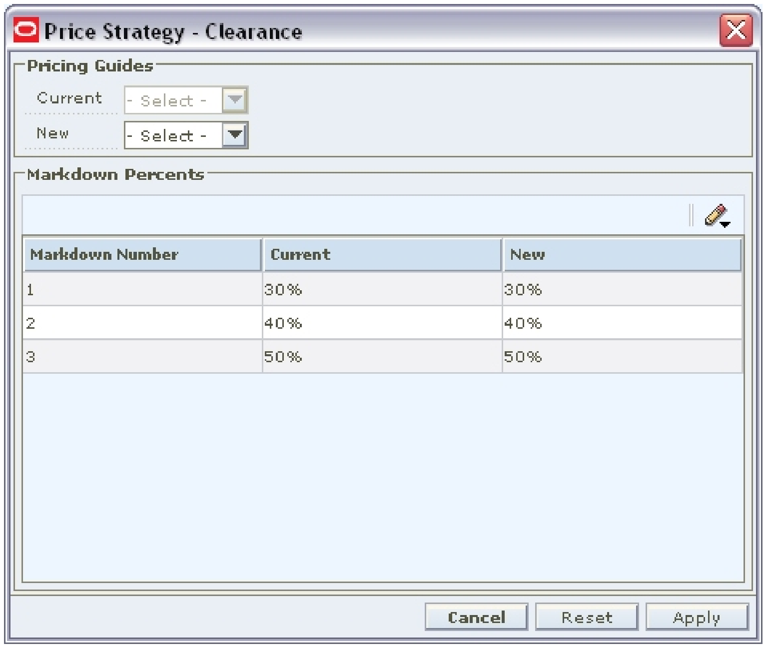
Worksheet Details Workspace

3. Select the row you want to perform a what-if analysis on by clicking the box to the left of the row.

   Press and hold the **Ctrl** key while selecting to select multiple rows. Click **Select All** to select all the rows.

Perform What-if Analysis on a Clearance Pricing Strategy

1. Click **What If**. The What If window opens.

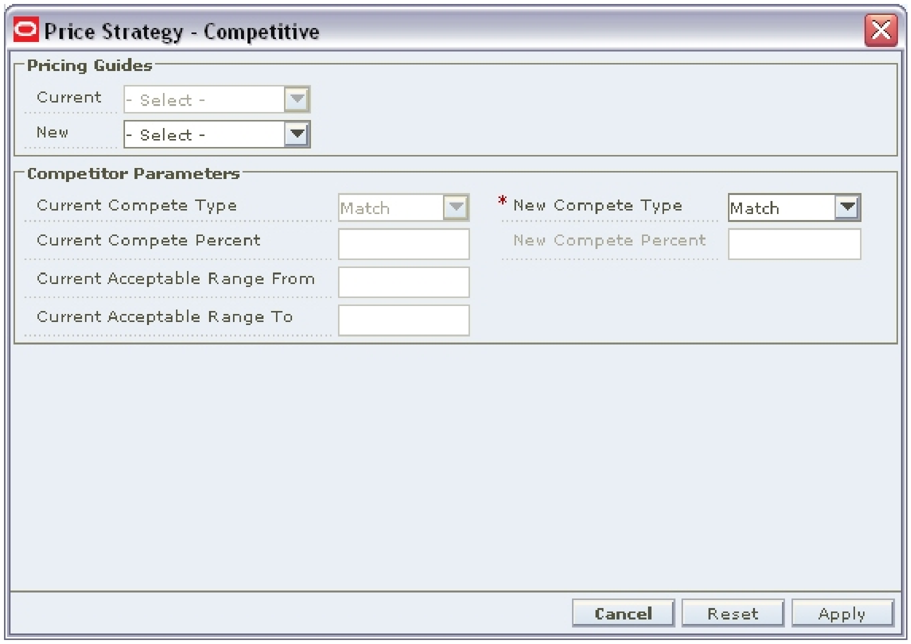


What If - Clearance

2. Make changes to the following fields to test what happens to the worksheet:
   - **Price guide:** Select a new price guide from the New drop-down.
   - **Markdown percent:** Enter a markdown percent in the New Markdown Percent field.
3. Click **Apply**. The What If window is closed and the data in the Worksheet change to reflect the changes made in the What If window.

Perform What-if Analysis on a Competitive Pricing Strategy

1. Click **What If**. The What If window opens.

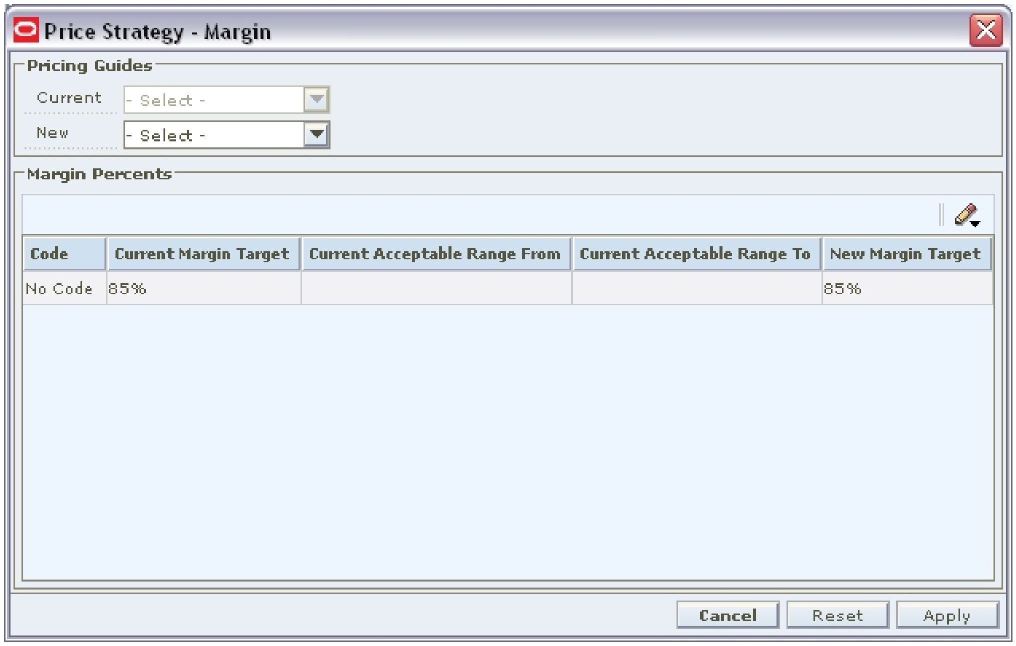


What If - Competitive

2. Make changes to the following fields to test what happens to the worksheet:
   - **Price guide:** Select a new price guide from the New drop-down.
   - **Compete type:** Select a different compete type for the whole worksheet or by code by selecting from the New Compete Type drop-downs.
   - **Compete percent:** Enter a new compete percent in the New Compete Percent field.
3. Click **Apply**. The What If window is closed and the data in the Worksheet change to reflect the changes made in the What If window.

Perform What-if Analysis on a Margin Pricing Strategy

1. Click **What If**. The What If window opens.



What If - Margin

2. Make changes to the following fields to test what happens to the worksheet:
   - **Price guide:** Select a new price guide from the New drop-down.
   - **Margin target:** Enter a margin target in the New Margin Target field.
3. Click **Apply**. The What If window is closed and the data in the Worksheet change to reflect the changes made in the What If window.

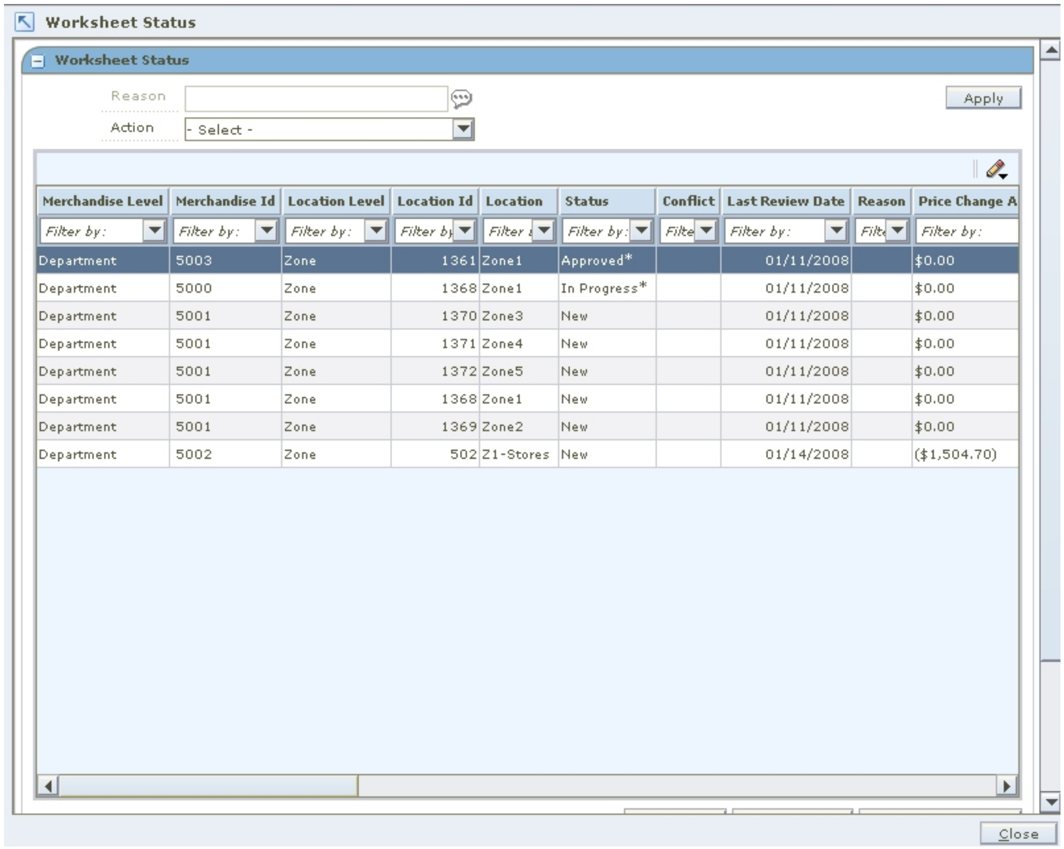
Reset What-if Data

1. Click **What If**. The What If window opens.
2. Click **Reset**. The values are returned to their original value.
3. Click **Apply**. The What if window closes and the data in the worksheet returns to original values.

Export a Worksheet

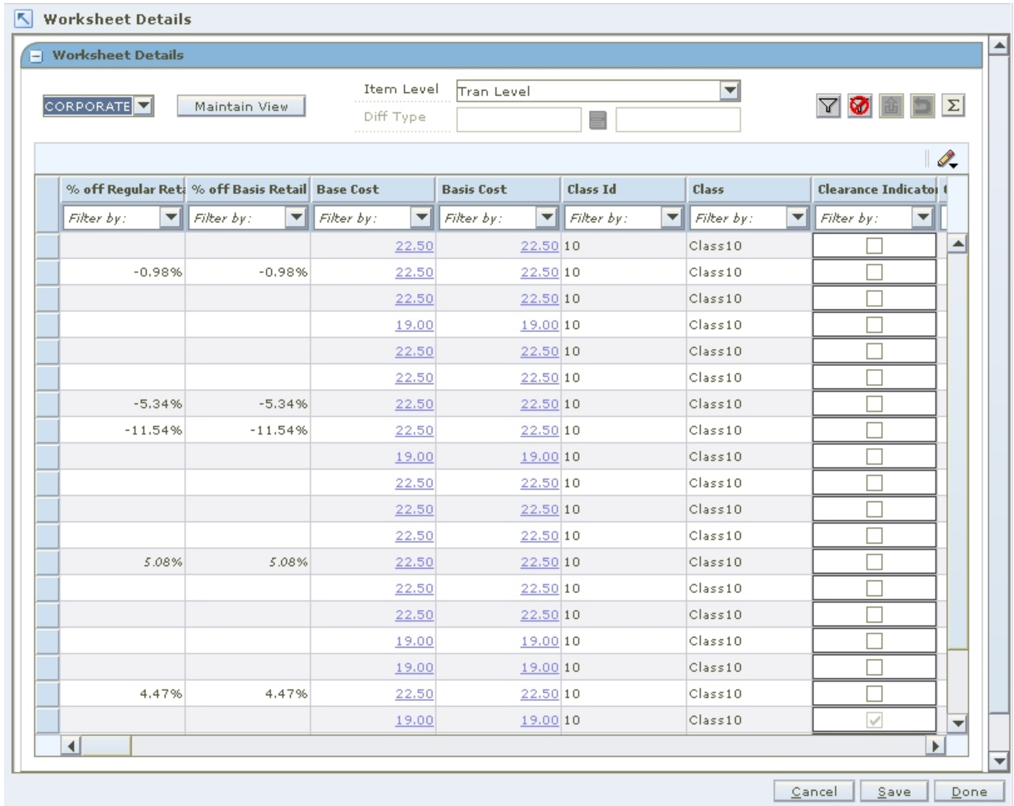
Export allows you to export the current view of the worksheet to a Comma Separated Value (.CSV) file.

Navigate: From the Task Pad, select Worksheet > Worksheet Status. The Worksheet Status workspace opens.



Worksheet Status Workspace

1. Select the worksheet you want to view the details of. You can select multiple worksheets or click **Select All** to select of all the worksheets.
2. Click **Worksheet Detail**. The Worksheet Details workspace opens.

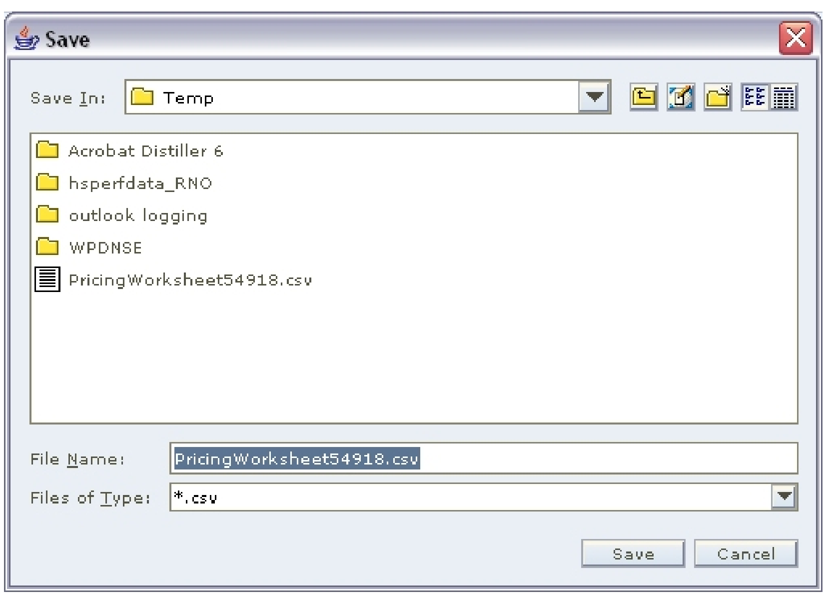


Worksheet Details Workspace

3. Select the row you want to export by clicking the box to the left of the row.

   Press and hold the Ctrl key while selecting to select multiple rows. Click **Select All** to select all the rows.

4. Click the Export  button. The Save window opens.



Export Save Window

5. Select a location to save the file to from the Save In drop-down.
6. Enter a name for the file in the File Name field.
7. Click **Save**. The file is saved.
8. Open the file in the program of your choice such as a spreadsheet or word processor.

7
Price Changes

A price change is the permanent change in the price of an item. You can use the price guides to move the new price to established price points, round the price, or define price internals.

The Create Price Change workspace allows you to establish the price changes for an item or group of items at a location or group of locations. When you open the window, the Price Change List and Price Change Maintenance panes open. After you create your price change in the Price Change Maintenance pane, it is added to the Price Change List pane.

If you select locations with multiple currencies, you can only choose to create a price change by percent or to reset the point of sale (POS) price. You cannot create multi-unit pricing across multiple currencies.

Create price change allows you to create the following types of price changes.

Regular: The price change is occurring at the retailer's initiative.

Vendor Funded: The supplier is subsidizing a portion of the price change.

Link codes: Associate items to each other at a location and price them exactly the same.

When a price change is added to RPM, it must go through a series of checks before it can be applied to an item/location. Depending on your user role, you may not be able to move the retail price change to the next status. A change to submitted or approved status, or from worksheet back to approved, results in a conflict check. A change to approved status results in the application of area differential strategies for the price change. A price change may be in any of the following statuses:

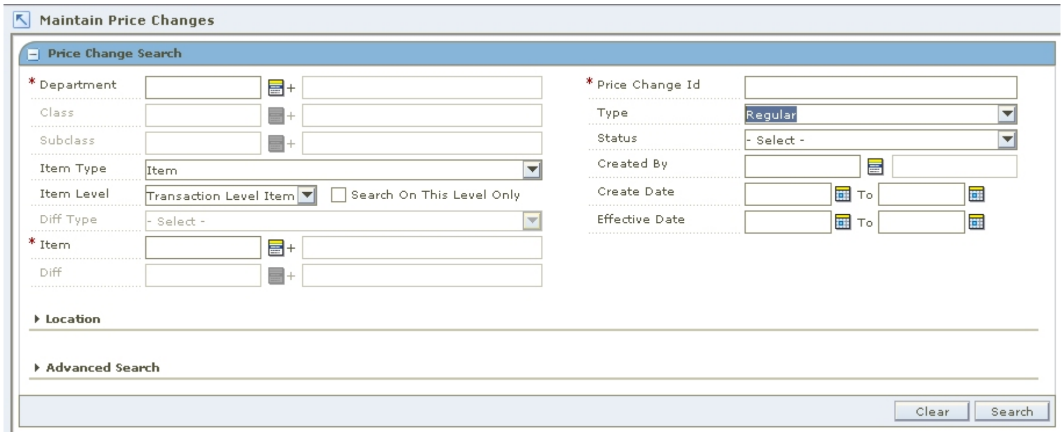
Status	Definition
Worksheet	The price change has been started, but not reviewed or sent out.
Submitted	The price change has been completed and is pending review. Conflict checking has occurred for the price change.
Approved	The price change has been reviewed and accepted. The price change is communicated to the locations for which the price change is effective.
Executed	The new prices established are effective for the item/location.
Rejected	The price change has been reviewed and declined.

After you create a price change, you can maintain different aspects of the price change. You can create exceptions to the items and locations that exist on the price change, you can change the specifics of the price change, and you can copy an existing price change.

The procedures below allow you to navigate and search for price changes through the Maintain Price Change task on the Task Pad; however, you can accomplish these same tasks after you create a price change and the price change is displayed in the Price Change List pane in the Create Price Change workspace.

Search for a Price Change

Navigate: From the Task Pad, select Price Changes > Maintain Price Change. The Price Change Search pane opens.



Price Change Search Pane

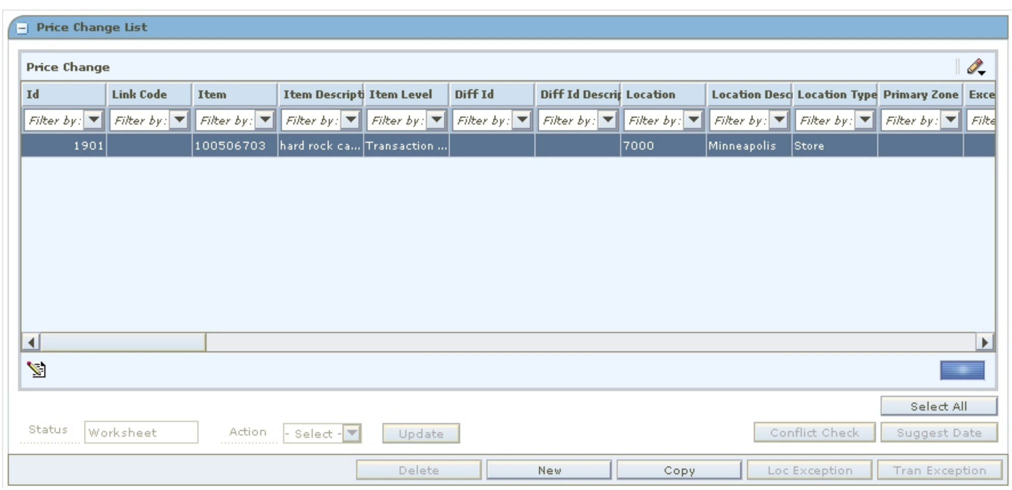
1. Enter criteria as necessary to restrict the search to the price changes you want to maintain.

Field	Criteria
Type	Select Regular, Vendor Funded, Link Code, or All price change types.
Status	Select Approved, Executed, Rejected, Submitted, or Worksheet status price changes.
Approved By	Enter a username to search for price changes approved by a specific user.
Created By	Enter a username to search for price changes created by a specific user.
Reason Code	Select reason codes
Deal ID	Select deal IDs to search for price changes related to specific deals. First select Vendor Funded from the Type field.
Deal Detail ID	Select deal detail IDs to search for price changes related to specific deal details. First select Vendor Funded from the Type field, then select a deal from the Deal ID field.
Price Change ID	Select price change IDs to search for specific price changes.
Effective Date	Select an effective date to search for price changes with a specific effective date.
Approved Date	Select an approved date to search for price changes with a specific approved date.
Create Date	Select a create date to search for price changes with a specific create date.
Price Guide	Select price guides to search for price changes with specific price guides.

Field	Criteria
Merchandise Level	Select criteria in the following fields to search for price changes in a specific merchandise level: ▪ Department ▪ Class ▪ Subclass ▪ Item Type ▪ Item Level ▪ Diff Type ▪ Item ▪ Diff
Zone/Location	Select Zone Groups, Zones, and Locations to search for price changes from specific zones or locations.
Market Basket Code	Select a Market Basket Code to search for price changes with a specific Market Basket Code.
Link Code	Select a Link Code to search for price changes with a specific Link Code.

> **Note:** Select the Search on this Level Only checkbox to restrict the search to the selected level.

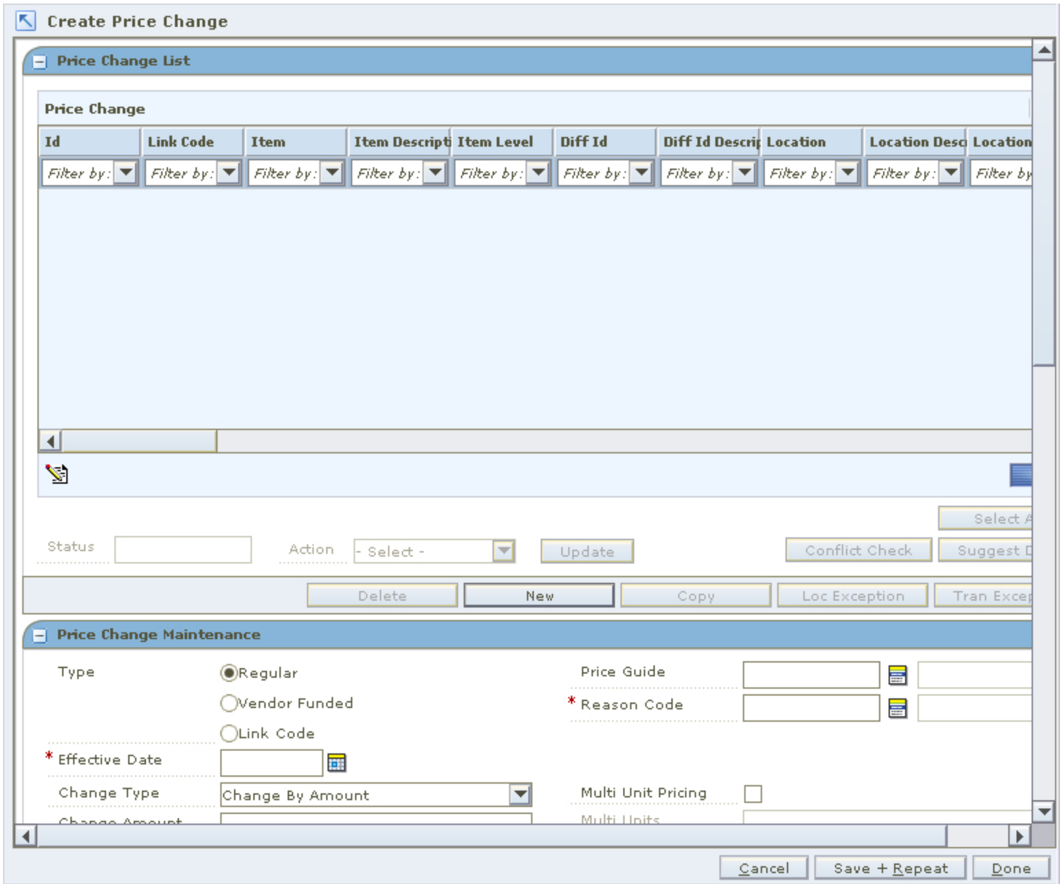
2. Click **Search**. Your results appear in the Price Change List pane.



Price Change List Pane

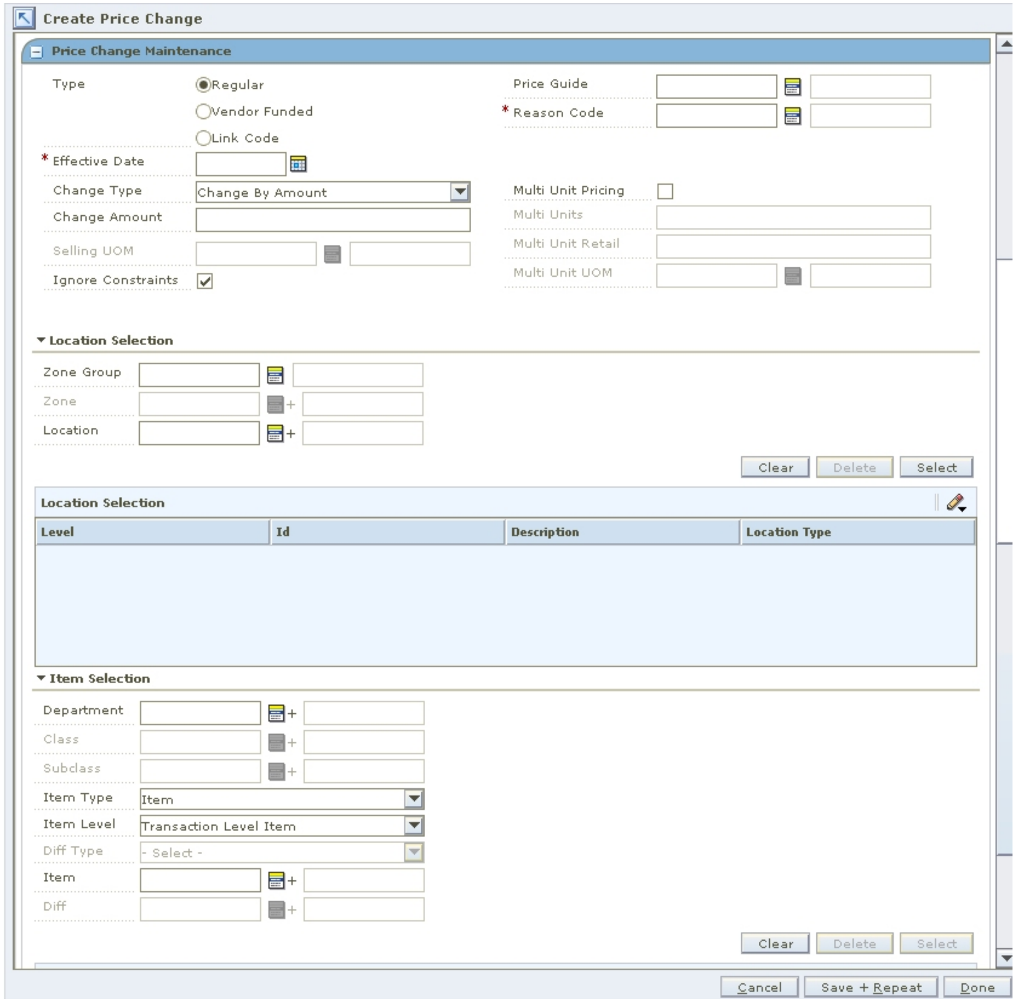
Create a Regular Price Change

Navigate: From the Task Pad, select Price Changes > Create Price Change. The Create Price Change workspace opens.



Create Price Change Workspace

1. In the Price Change Maintenance pane, in the Type field, select Regular.



Price Change Maintenance Pane

2. In the Effective Date field, enter the date the price change should go into effect, or click the calendar button and select a date.

> **Note:** The Effective Date you can set depends on the number of days set in the system option Price Change Processing Days. The earliest date price changes can be created is today's date plus the price change processing days. If you have emergency price change permission, Price Change Processing Days will be ignored.

3. In the Price Guide field, enter the ID of the price guide you want to apply to the price change, or click the LOV button and select a price guide.

> **Note:** The price guide only applies to the items in the same department as the price guide and locations that share the same currency as the currency on the price guide.

4. In the Reason Code field, enter the ID of the reason you are creating the price change, or click the LOV button and select a reason code.

Set Up Price Change Type

1. In the Price Change Type field, select the type of price change that is occurring.

   > **Note:** If you selected locations with multiple currencies, you can only choose to create a price change by percent or to reset the POS price.

   - **Change By Percent:** A price for an item is changed by a percentage added to or removed from the basis regular retail. The percent of change is determined by the percent entered in the Change Amount field.
   - **Change By Amount:** A price for an item is changed by an amount added or removed from the basis regular retail. The amount of change is determined by the amount entered in the Change Amount field.
   - **Fixed Price:** The price for the item will be at a specified retail that will be defined in the change amount field.
   - **Reset POS Price:** The item will be recognized on a price change but no change to the retail will occur. When you select Reset POS Price, the Change Amount field and Selling UOM field will be disabled.
2. In the Change Amount field, enter an amount.
3. If appropriate, define the multi-unit pricing for a price change:
   a. Select the Multi Unit Pricing check box.
   b. In the Multi Units field, enter the number of units that are part of the price change.
   c. In the Multi Unit Retail field, enter the new price for the items.
   d. In the Multi Unit UOM field, enter the ID of the unit of measure that applies to the price change, or click the LOV button and select a unit of measure.
4. If appropriate, select the Ignore Constraints box. When unchecked, the promotion constraints will be taken into account when conflict checking is performed on the price change. When checked, promotion constraints will be ignored when conflict checking is performed on the price change.

Select Locations

1. In the Location Selection area, select how you want to add locations to the price change.
   - **Zone Group:** Enter the ID of the zone group that contains the locations to add to the price change, or click the LOV button and select a zone group.
   - **Zone:** Enter the ID of the zone to add to the price change, or click the LOV button and select a zone.
   - **Location:** Enter the ID of the location that you want to add to the price change, or click the LOV button and select a location.

   > **Note:** You can create price changes at the zone or location level.

2. Click **Select**. The zones and/or locations that meet your criteria are added to the table in the Location Selection table.

Select Items

1. In the Price Change Maintenance pane, in the Item Selection area, select items on the price change using the available fields.

> **Note:** All fields with LOV buttons allow multiple selections.

- To select items from all available items, enter an ID in the Item field, or click the LOV button and select item.

  Or

a. Enter information in the enabled fields to limit the items available in the Item field.
   - In the Department field, enter a department number, or click the LOV button and select a department.
   - In the Class field, enter a class number, or click the LOV button and select a class.
   - In the Subclass field, enter a subclass number, or click the LOV button and select a subclass.
   - In the Item Type drop-down, select Item or Item List.

   > **Note:** If you select Item List from the Item Type drop-down, only item lists will be selectable from the Item field. If you select Item, only single items that conform to the other criteria specified will be selectable.

   - In the Item Level drop-down, select Parent Item, Parent Item/Diff, or Transaction Level Item.

   > **Note:** The Diff Type and Diff fields are only enabled if Parent Item/Diff is selected.

   - In the Diff Type drop-down, select a diff type.
   - In the Diff drop-down, select a diff.

b. In the Item field, click the LOV button and select items.

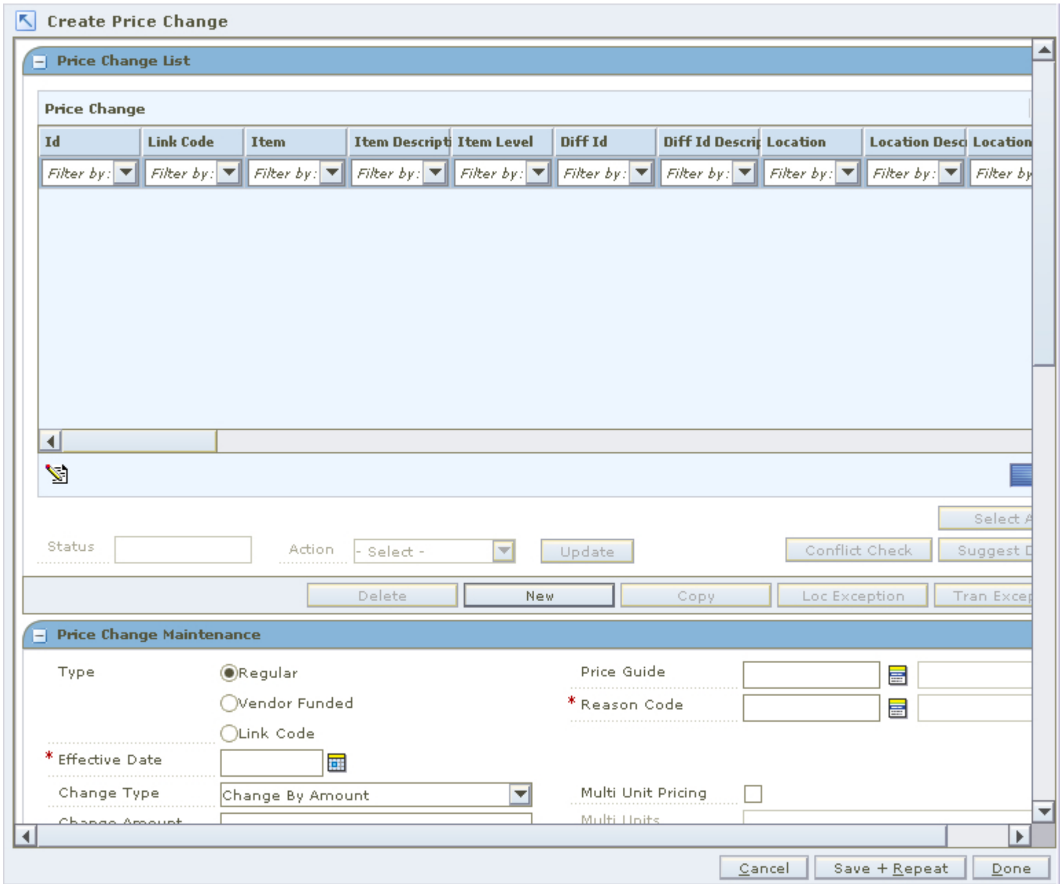
2. Click **Select**. Items that meet your criteria are added to the Item Selection table.

Complete the Price Change

1. In the Price Change Maintenance pane, click **Apply** to create price changes. One price change will be created for each item/location intersection.
2. Change the status of your price change as appropriate.
3. Click **Done** to save your changes and close the workspace.

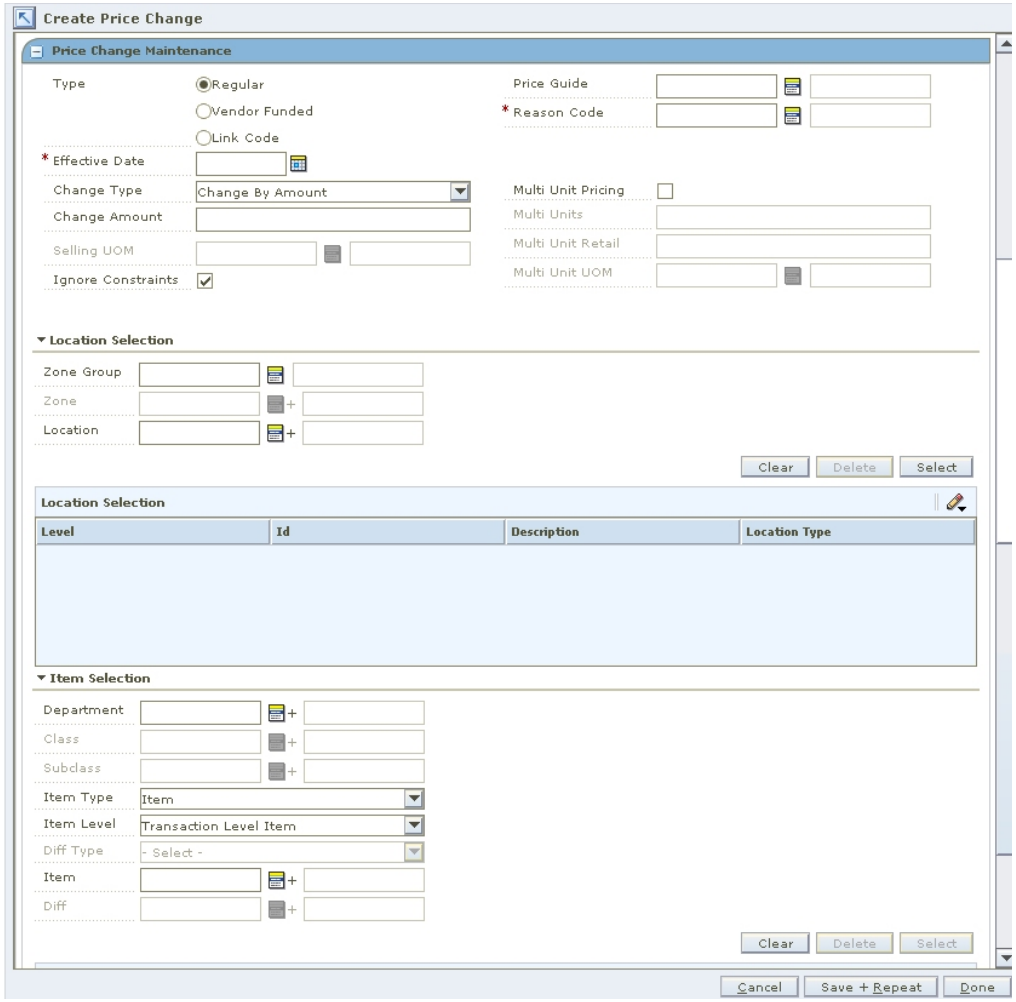
Create a Vendor Funded Price Change

Navigate: From the Task Pad, select Price Changes > Create Price Change. The Create Price Change workspace opens.



Create Price Change Workspace

1. In the Price Change Maintenance pane, in the Type field, select Vendor Funded.



Price Change Maintenance Pane

2. In the Effective Date field, enter the date the price change should go into effect, or click the calendar button and select a date.

> **Note:** The Effective Date you can set depends on the number of days set in the system option Price Change Processing Days. The earliest date price changes can be created is today's date plus the price change processing days. If you have emergency price change permission, Price Change Processing Days will be ignored.

3. In the Price Guide field, enter the ID of the price guide you want to apply to the price change, or click the LOV button and select a price guide.

> **Note:** The price guide only applies to the items in the same department as the price guide.

4. In the Reason Code field, enter the ID of the reason you are creating the price change, or click the LOV button and select a reason code.

Select the Vendor and Deal

1. In the Price Change Maintenance pane, in the Partner Type drop-down, select the partner type.
   - Manufacturer
   - Distributor
   - Wholesaler
   - Supplier
2. In the Partner field, enter the ID of the partner with the deal, or click the LOV button and select a partner.
3. In the Deal ID field, enter the ID of the deal, or click the LOV button and select a deal.
4. In the Deal Detail ID field, enter the ID of the deal details, or click the LOV button and select the deal details.

Set Up Price Change Type

1. In the Price Change Type field, select the type of price change that is occurring.

   > **Note:** If you selected locations with multiple currencies, you can only choose to create a price change by percent or to reset the POS price.

   - **Change By Percent:** A price for an item changed by is a percentage added to or removed from the basis regular retail. The percent of change is determined by the percent entered in the Change Amount field.
   - **Change By Amount:** A price for an item is changed by an amount added or removed from the basis regular retail. The amount of change is determined by the amount entered in the Change Amount field.
   - **Fixed Price:** The price for the item will be at a specified retail that will be defined in the change amount field.
   - **Reset POS Price:** The item will be recognized on a price change but no change to the retail will occur. When you select, the Change Amount field and Selling UOM field will be disabled.
2. In the Change Amount field, enter an amount.
3. If appropriate, define the multi unit pricing for a price change:
   a. Select the Multi Unit Pricing check box.
   b. In the Multi Units field, enter the number of units that are part of the price change.
   c. In the Multi Unit Retail field, enter the new price for the items.
   d. In the Multi Unit UOM field, enter the ID of the unit of measure that applies to the price change, or click the LOV button and select a unit of measure.

Select Locations

1. In the location area of the Price Change Maintenance pane, in the Location field, enter a location ID, or click the LOV button and select locations.

   > **Note:** Only locations on the deal are selectable.

2. Click **Select**. Locations are added to the table in the Location Selection table.

Enter Funding Information

1. In the Price Change Maintenance pane, in the Funding Type drop-down, select Percent or Amount.

   > **Note:** If the selected locations have different currencies, only Percent is available.

2. In the Funding Amount field, enter an amount.

Select Items

1. In the Item Selection area of the Price Change Maintenance pane, in the Item field, enter an item ID, or click the LOV button and select items.

   > **Note:** Only items on the deal are selectable.

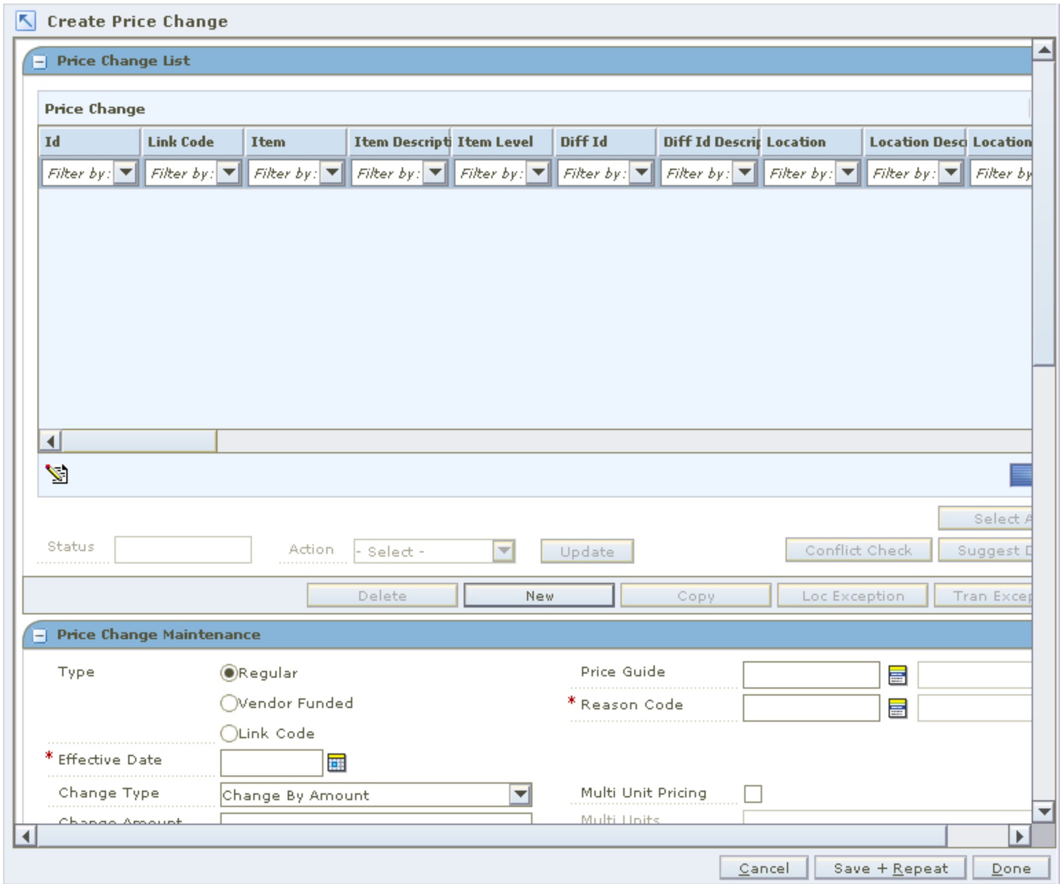
2. Click **Select**. The items appear in the Item Selection table.

Complete the Price Change

1. In the Price Change Maintenance pane, click **Apply** to add all your changes.
2. Change the status of your price change as appropriate.
3. Click **Done** to save your changes and close the workspace.

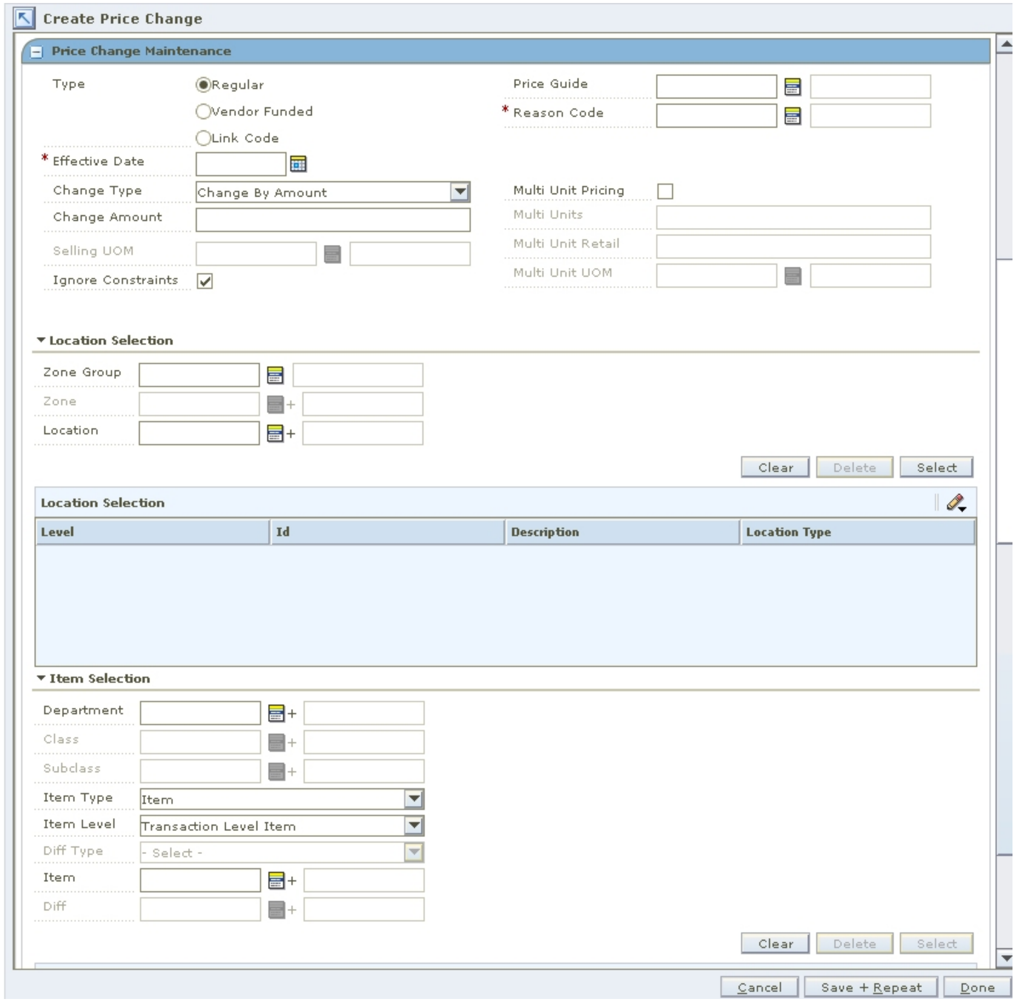
Create a Link Code Price Change

Navigate: From the Task Pad, select Price Changes > Create Price Change. The Create Price Change workspace opens.



Create Price Change Workspace

1. In the Price Change Maintenance pane, select Link Code.



Price Change Maintenance Pane

2. In the Effective Date field, enter the date the price change is should go into effect, or click the calendar button and select a date.

> **Note:** The Effective Date you can set depends on the number of days set in the system option Price Change Processing Days. The earliest date price changes can be created is today's date plus the price change processing days. If you have emergency price change permission, Price Change Processing Days will be ignored.

3. In the Reason Code field, enter the ID of the reason you are creating the price change, or click the LOV button and select a reason code.

Select Link Codes

1. In the Link Code area of the Price Change Maintenance pane, in the Link Code field, enter the ID of the link code, or click the LOV button and select a link code.
2. In the Currency field, enter the currency code, or click the LOV button and select the currency.
3. In the Zone Group field, enter the ID of the zone group that contains the locations you want to add to the price change, or click the LOV button and select a zone group.

4. In the Zone field, enter the ID of the zone that contains the locations you want to add to the price change, or click the LOV button and select a zone.

> **Note:** The Zone field is limited by the currency entered in step 2.

5. In the Location field, enter the ID of the location that you want to add to the price change, or click the LOV button and select a location.

> **Note:** You can create price changes at the zone level. Locations are not required.

Set Up Price Change Type

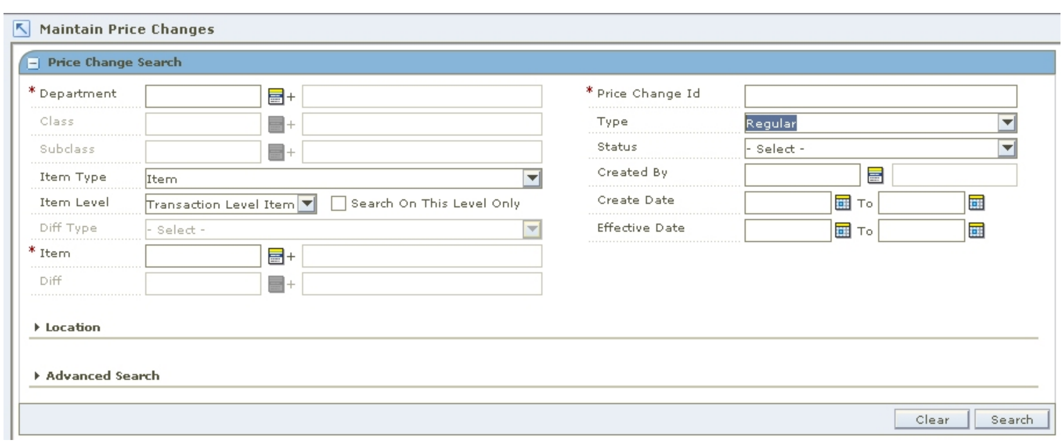
1. In the Change Type field, select Fixed Price. The price for the item will be at a specified retail that will be defined in the change amount field. Link code price changes can only be set up as fixed price.
2. In the Change Amount field, enter an amount.
3. If appropriate, define the multi unit pricing for a price change:
   a. Select the Multi Unit Pricing check box.
   b. In the Multi Units field, enter the number of units that are part of the price change.
   c. In the Multi Unit Retail field, enter the new price for the items.
   d. In the Multi Unit UOM field, enter the ID of the unit of measure that applies to the price change, or click the LOV button and select a unit of measure.

Complete the Price Change

1. In the Price Change Maintenance pane, click **Apply** to add all your changes.
2. Change the status of your price change as appropriate.
3. Click **Done** to save your changes and close the workspace.

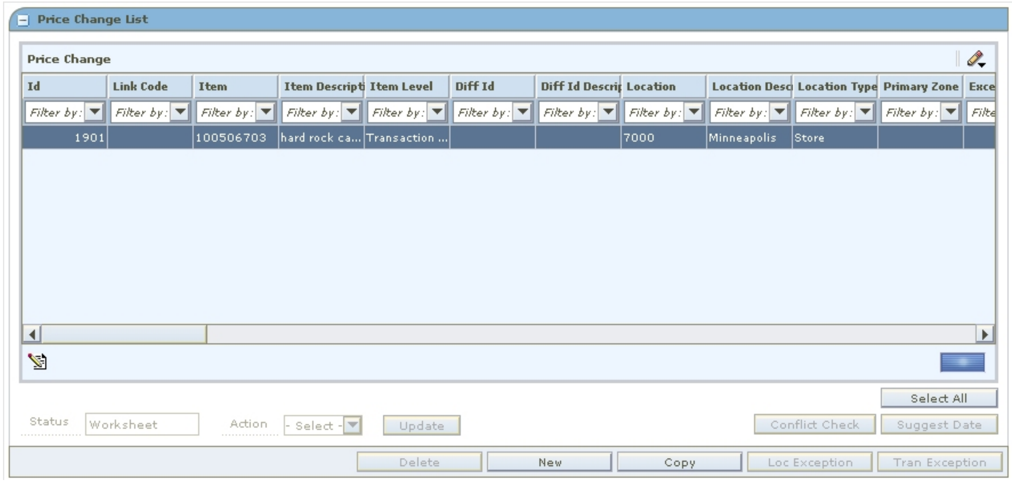
Change the Status of a Price Change

Navigate: From the Task Pad, select Price Changes > Maintain Price Change. The Price Change Search pane opens.



Price Change Search Pane

1. Search for and retrieve the price change you want to maintain. Your results are displayed in the Price Change List pane.



Price Change List Pane

> **Note:** If you are in the Create Price Change workspace your price changes are displayed in the Price Change List pane when you click **Apply**. You do not need to open the Maintain Price Change workspace.

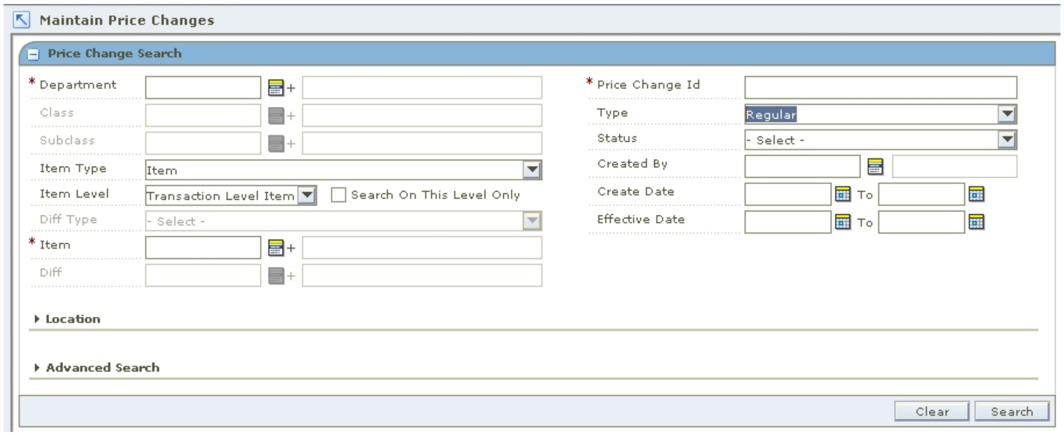
2. Select the price change for which you want to change the status.
   - In the table, select a row.
   - Click **Select All**. All records in the Price Change List pane are selected.
3. In the Action field, select the status to which you want to move the price change.
4. Click **Update**. You are prompted to confirm your decision.
5. Click **Yes**. If the system option, background conflict check, is off and conflicts exist, the Conflict Review List window is displayed.

> **Note:** See View conflict check results for more information on background conflict checking. When background conflict check is on, a binocular  icon appears in the conflict column when conflict checking is complete. Click the icon to open the Conflict Review List workspace.

   a. The current price change is displayed in the upper half of the window. Price changes promotions, and/or clearances for the same item/location are displayed in the lower half of the window.
   b. Click **Close** to close the Conflict Review List. See "Maintain a Price Change" for more information on how to adjust a price change.
6. Click **Done** to save any changes and close the window.

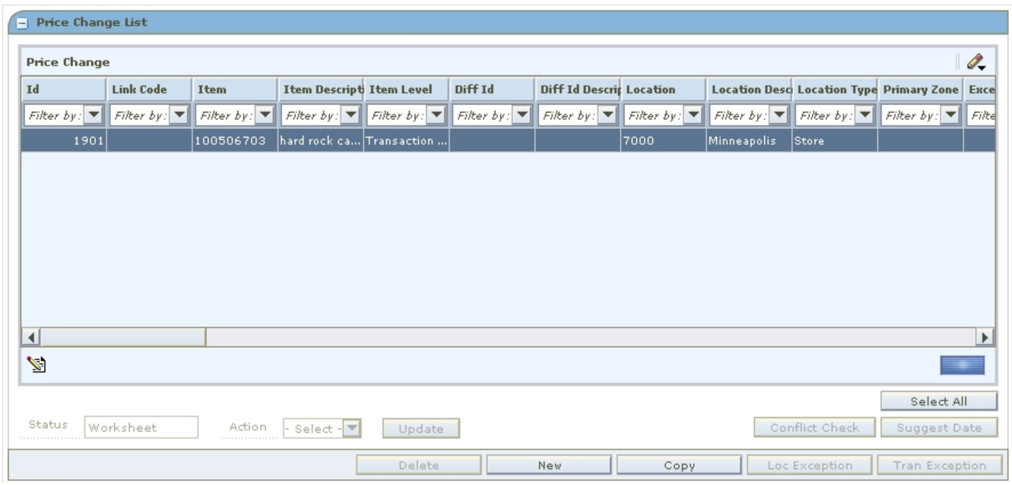
Maintain a Price Change

Navigate: From the Task Pad, select Price Changes > Maintain Price Change. The Price Change Search window opens.



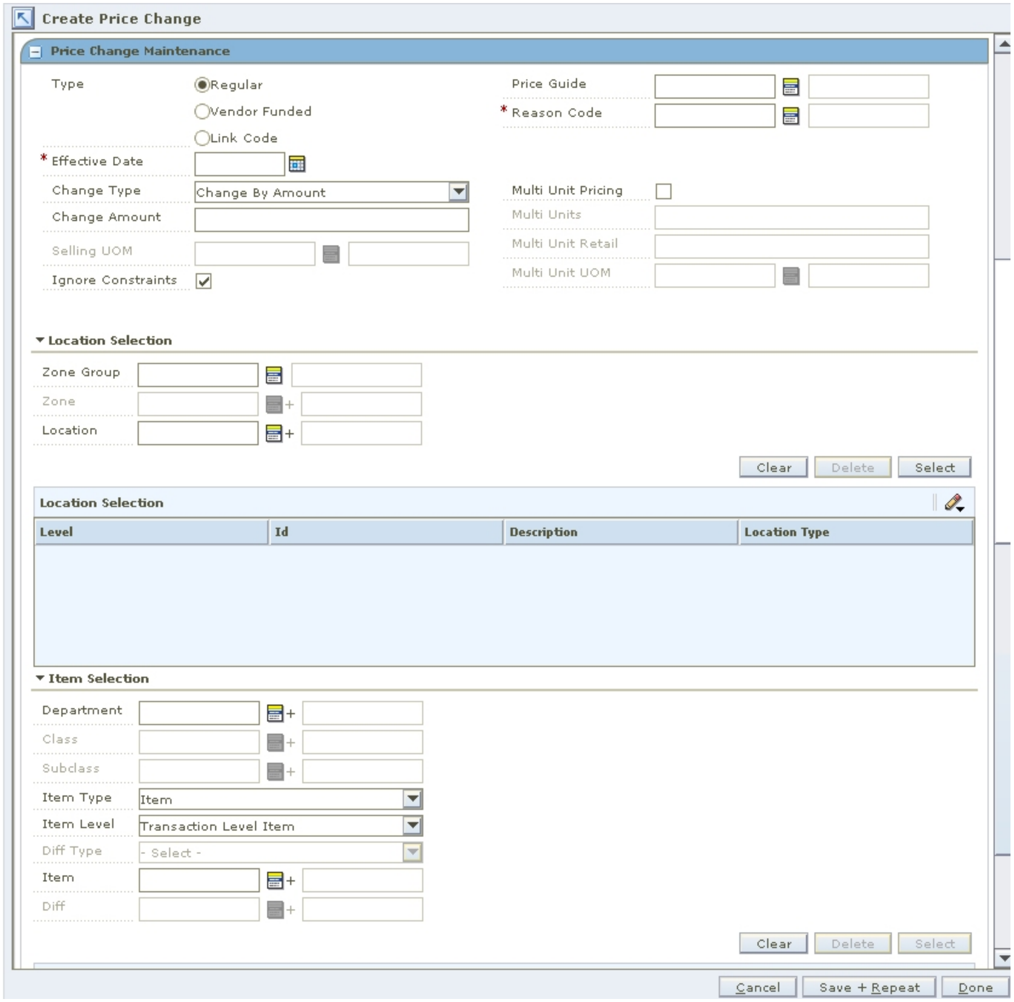
Price Change Search Window

1. Search for and retrieve the price change you want to maintain. Your results appear in the Price Change List pane.



Price Change List Pane

2. From the list of results, select the price change you want to maintain. The price change details appear in the Price Change Maintenance pane.



Price Change Maintenance Pane

3. If necessary, change the status of the price change to Worksheet.
4. Edit the enabled fields as necessary.

> **Note:** You cannot change the items and locations on a price change.

5. Click **Apply** to add all any changes.
6. Click **Done** to save any changes and close the window.

Copy a Price Change

1. From the list of results, select the price change you want to copy.
2. Click **Copy**. The price change details appear in the Price Change Maintenance pane.
3. Edit the enabled fields as necessary.
4. Click **Apply** to add all any changes.
5. Click **Done** to save any changes and close the window.

> **Note:** Effective dates, exceptions, and status are not copied when copying a price change.

Delete a Price Change

1. From the list of results, select the price change you want to delete.
2. Click **Delete**. You are prompted to confirm your decision.
3. Click **Yes**. The price change is deleted.
4. Click **Done** to close the window.

> **Note:** Only price changes with a status of Worksheet can be deleted.

Check for Conflicts

1. From the list of results, select the price change you want to check.
2. Click **Conflict Check**. If the Background Conflict Check system option is on and conflicts exist, the Conflict Review List window is displayed.
   - If no conflicts exist, click **OK**.
   - If conflicts exist, you must adjust the details of your price change before you can move the price change to the next status.

> **Note:** See "View Conflict Check Results" for more information on background conflict checking.

3. Click **Done** to save any changes and close the window.

Suggest a Date

1. From the list of results, select the price change you want to suggest a date for.
2. Click **Suggest Date**. The system runs a check of promotion constraints, then calculates an appropriate date and places it in the effective date field.
3. Click **Done** to save any changes and close the window.

Create a Location Exception

> **Note:** Location exceptions can only be created for Zone Level price changes

1. From the list of results, select the price change.
2. Click **Location Exceptions**. The locations selection area of the Price Change Maintenance pane is enabled.
3. In the Location field, enter the ID of the location where items are different than the zone on the price change, or click the LOV button and select a location in the zone.
4. In the enable price change fields, enter information about the price change for the item/location.
5. Click **Apply** to add any changes.
6. Click **Done** to save any changes and close the window.

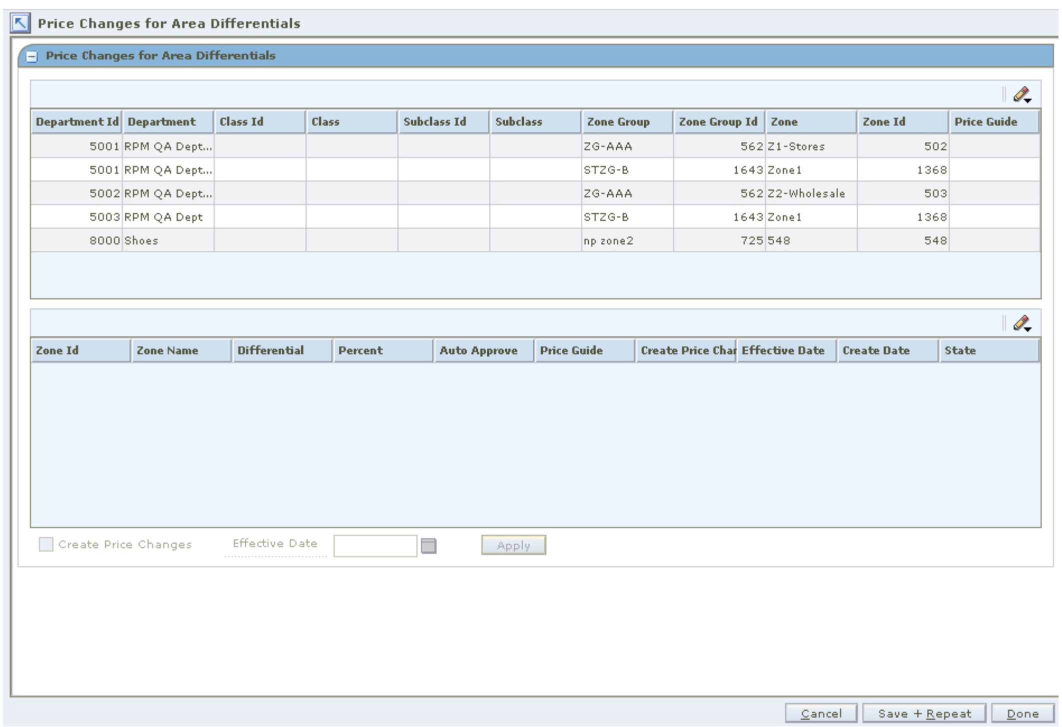
Create Item Exceptions at the Transaction Level

> **Note:** Item exceptions at the transaction level can occur only when the price change was created at the item parent or item parent/diff level.

1. From the list of results, select the price change.
2. Click **Tran Exceptions**. The item selection area of the Price Change Maintenance pane is enabled.
3. In the Item field, enter the ID of the item for which items are different than the parent item on the price change, or click the LOV button and select an item.
4. In the enable price change fields, enter information about the price change for the item.
5. Click **Apply** to add any changes.
6. Click **Done** to save any changes and close the window.

Create Price Changes for Area Differential

Navigate: From Task Pad, select Price Changes> Price Changes for Area Differentials. The Price Changes for Area Differentials window opens.



Price Changes for Area Differentials Window

1. Select Primary area from the top Multi-Record Block.
2. Secondary areas for the Primary area will appear in the bottom Multi-Record Block. Select the secondary area you want to create price changes for.
3. Click **Create Price Changes**.
4. Enter an Effective Date.
5. Click **Apply**.

8

Clearances

A clearance is designed to move out of date and slow selling merchandise out of a store. A clearance is considered a permanent price change, and inventory is consequently revalued. Once the reset date for a clearance has passed, the item’s price and inventory value is returned to the regular price. The following clearances can be created.

- **Regular:** The clearance is occurring at the retailer's initiative.
- **Vendor Funded:** The supplier is subsidizing a portion of the clearance.

When a clearance is added to RPM, it must go through a series of checks before it can be applied to an item/location. Depending on your user role, you may not be able to move the clearance to the next status. A clearance may be in any of the following statuses:

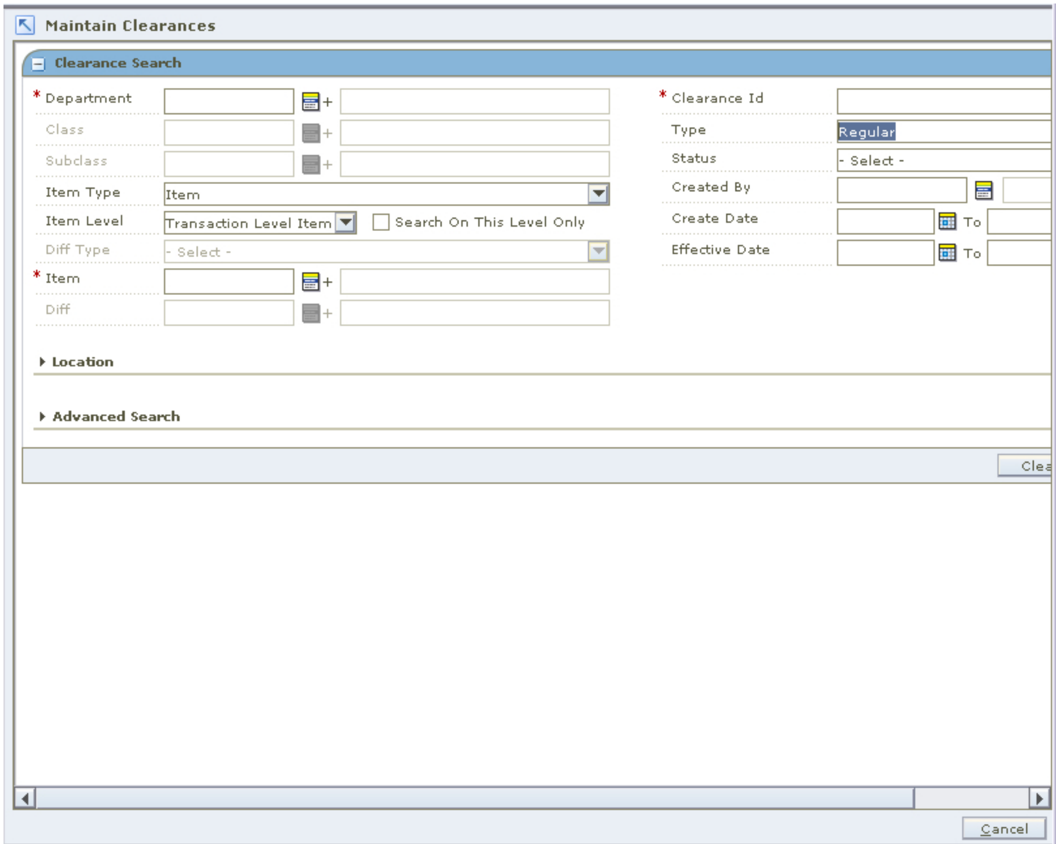
Status	Definition
Worksheet	The clearance has been started, but not reviewed or sent out.
Submitted	The clearance has been completed and is pending review. Conflict checking has occurred for the price change.
Approved	The clearance has been reviewed and accepted. The clearance is communicated to the locations for which the clearance is effective.
Executed	The clearance prices established are effective for the item/location.
Rejected	The clearance has been reviewed and declined.

After you create a clearance, you can maintain different aspects of the clearance. You can create exceptions to the items and locations that exist on the clearance, you can change the specifics of the clearance and you can copy an existing clearance.

There are procedures that allow you to navigate and search for clearances through the Maintain Clearances task on the Task Pad; however, you can accomplish these same tasks after you create a clearance and the clearance opens in the Clearance List pane in the Create Clearance workspace.

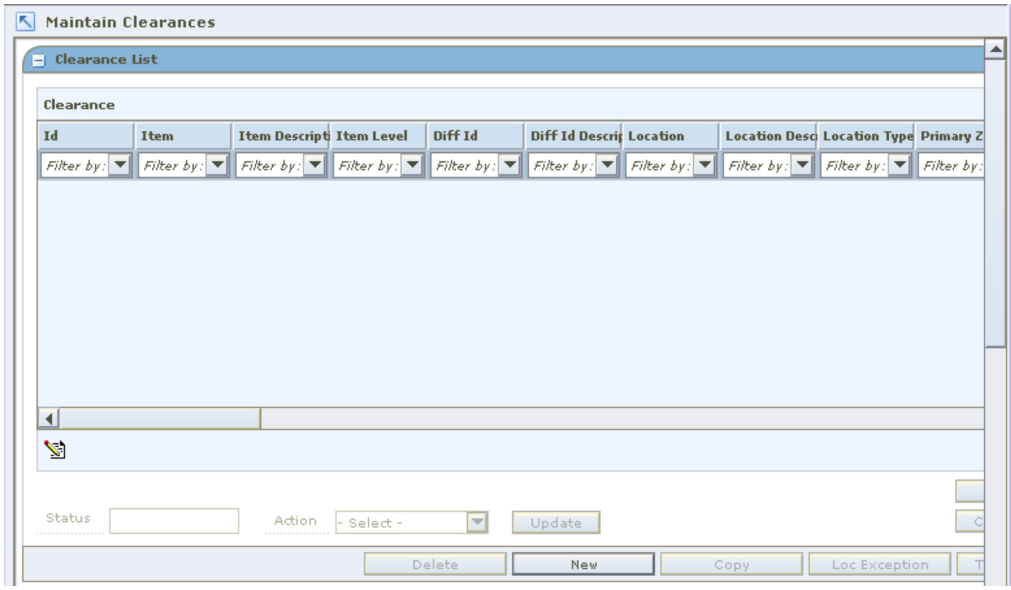
Search for a Clearance

Navigate: From the Task Pad, select Clearances > Maintain Clearances. The Maintain Clearances workspace opens.



Maintain Clearances Workspace

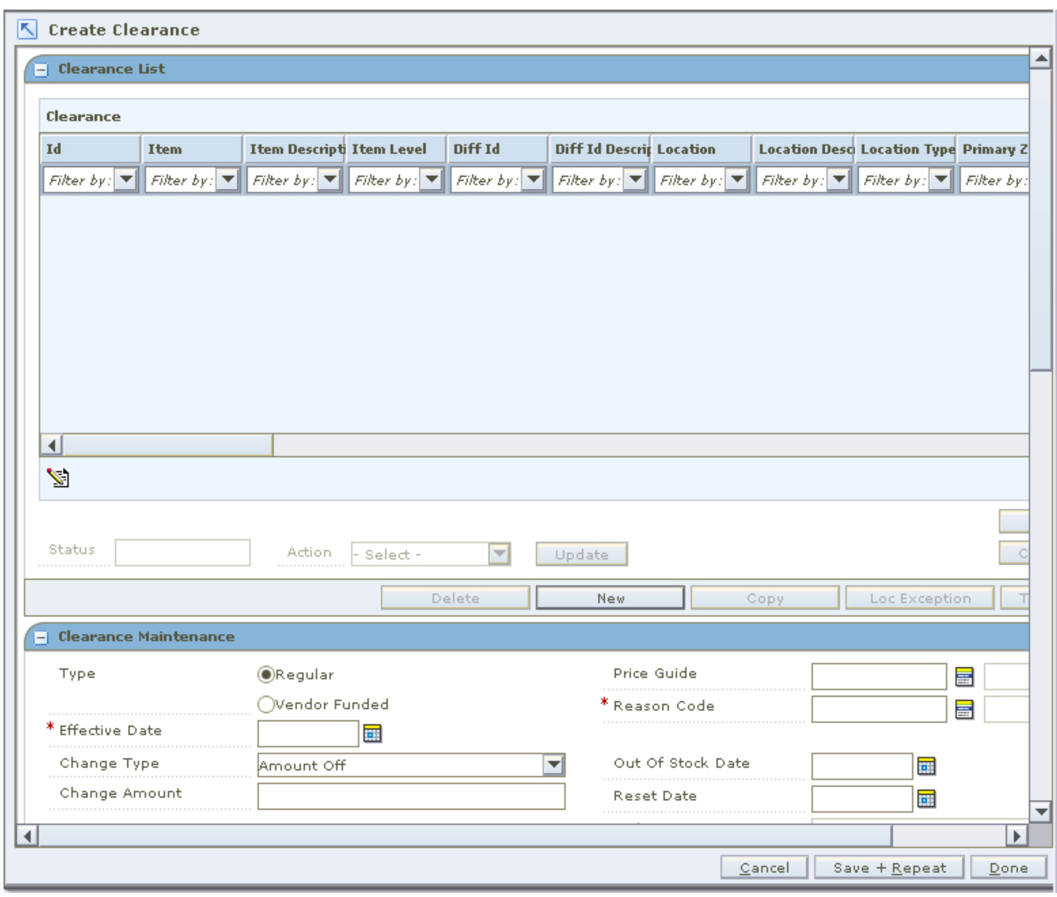
1. Enter criteria as necessary to restrict the search to the clearances you want to maintain.
2. Click **Search**. Your results appear in the Clearance List pane.



Clearance List Pane

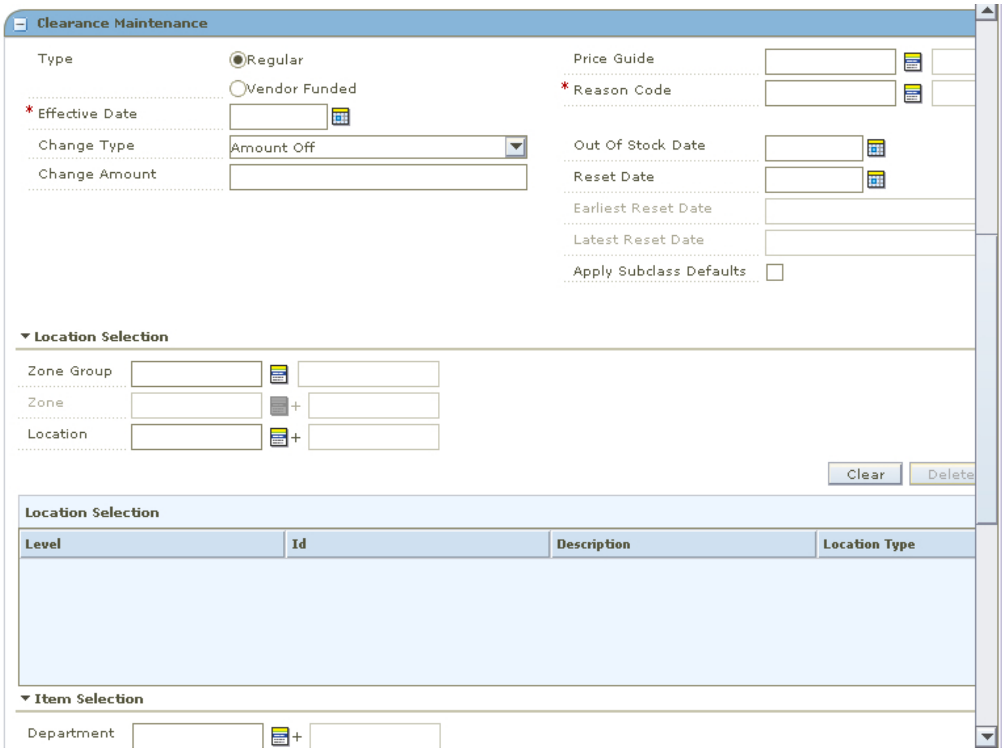
Create a Regular Clearance

Navigate: From the Task Pad, select Clearances > Create Clearance. The Create Clearance workspace opens.



Create Clearance Workspace

1. In the Clearance Maintenance pane in the Type field, select Regular.



Clearance Maintenance Pane

2. In the Effective Date field, enter the date the clearance is enabled, or click the calendar button and select a date.

> **Note:** The Effective Date you can set depends on the number of days set in the system option Price Change Processing Days. The earliest date clearances can be created is today's date plus the price change processing days, unless you have emergency privileges.

3. In the Price Guide field, enter the ID of the price guide you want to apply to the clearance, or click the LOV button and select a price guide.

> **Note:** The price guide only applies to the items in the same department as the price guide and locations that share the same currency as the currency on the price guide.

4. In the Reason Code field, enter the ID of the reason you are creating the clearance, or click the LOV button and select a reason code.
5. In the Out of Stock Date field, enter the date you expect the inventory to be consumed, or click the calendar button and select a date.

> **Note:** Depending on your system settings the date may default.

6. In the Reset Date field, enter the date the price of the item returns to regular price, or click the calendar button and select a date.

   > **Note:** Depending on your system settings the date may default.

7. Select Apply Subclass Defaults to attach a Clearance Defaults Pricing Strategy to the clearance.

   > **Note:** Set up a Clearance Pricing Strategy before creating a clearance. See the Clearance Defaults section of the Maintain Price Strategies chapter for complete information on setting up a Clearance Defaults pricing strategy.

Set Up Clearance Type

1. In the Price Change Type field, select the type of clearance that is occurring.

   > **Note:** If you selected locations with multiple currencies, you can only choose to create a clearance by percent.

   - **Change By Percent:** A price for an item changed by is a percentage added to or removed from the basis retail price. The percent of change is determined by the percent entered in the Change Amount field.
   - **Change By Amount:** A price for an item is changed by an amount added or removed from the basis retail price. The amount of change is determined by the amount entered in the Change Amount field.
   - **Fixed Price:** The price for the item will be at a specified retail that will be defined in the change amount field.

2. In the Change Amount field, enter the amount, percent, or fixed amount for the clearance.

   > **Note:** There is no need to enter a negative sign before the number entered in the Change Amount field. A clearance can only exist as a decrease in price.

Select Locations

1. In the Location Selection area, select how you want to add locations to the clearance.

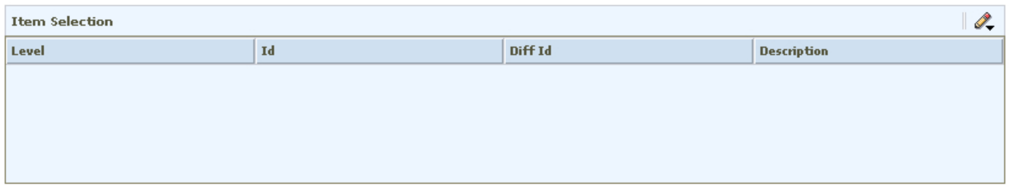
Location Selection Area - Clearance Maintenance

   - **Zone Group:** Enter the ID of the zone group that contains the locations to add to the clearance, or click the LOV button and select a zone group.
   - **Zone:** Enter the ID of the zone to add to the clearance, or click the LOV button and select a zone.
   - **Location:** Enter the ID of the location to add to the clearance, or click the LOV button and select a location.

2. Click **Select**. Locations that meet your criteria are added to the table in the Location Selection area.

Select Items

1. In the Clearance Maintenance pane, in the Item Selection area, select items on the clearance using the available fields.



Item Selection Area - Clearance Maintenance

> **Note:** All fields with LOV buttons allow multiple items to be selected.

- To select items from all available items, enter an ID in the Item field, or click the LOV button and select item.

  Or

a. Enter information in the enabled fields to limit the items available in the Item field.
   - In the Department field, enter a department number, or click the LOV button and select a department.
   - In the Class field, enter a class number, or click the LOV button and select a class.
   - In the Subclass field, enter a subclass number, or click the LOV button and select a subclass.
   - In the Item Type drop-down, select Item or Item List.

   > **Note:** If you select Item List from the Item Type drop-down, only item lists will be selectable from the Item field. If you select Item, only single items that conform to the other criteria specified will be selectable.

   - In the Item Level drop-down, select Parent Item, Parent Item/Diff, or Transaction Level Item.

   > **Note:** The Diff Type and Diff fields are only enabled if Parent Item/Diff is selected.

   - In the Diff Type drop-down, select a diff type.
   - In the Diff drop-down, select a diff.

b. In the Item field, click the LOV button and select items.

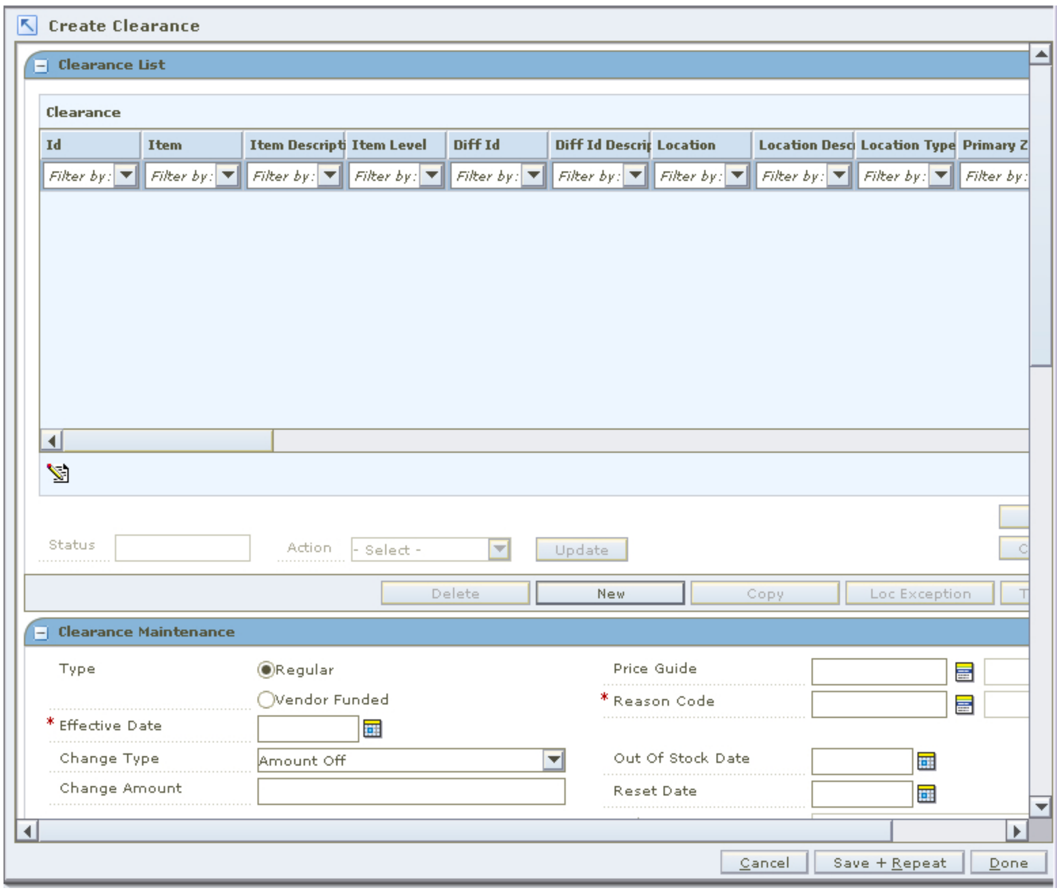
2. Click **Select**. Items that meet your criteria are added to the table in the Item Selection area.

Complete the Clearance

1. Click **Apply** to add any changes.
2. Change the status of your clearance as appropriate.
3. Click **Done** to save any changes and close the workspace.

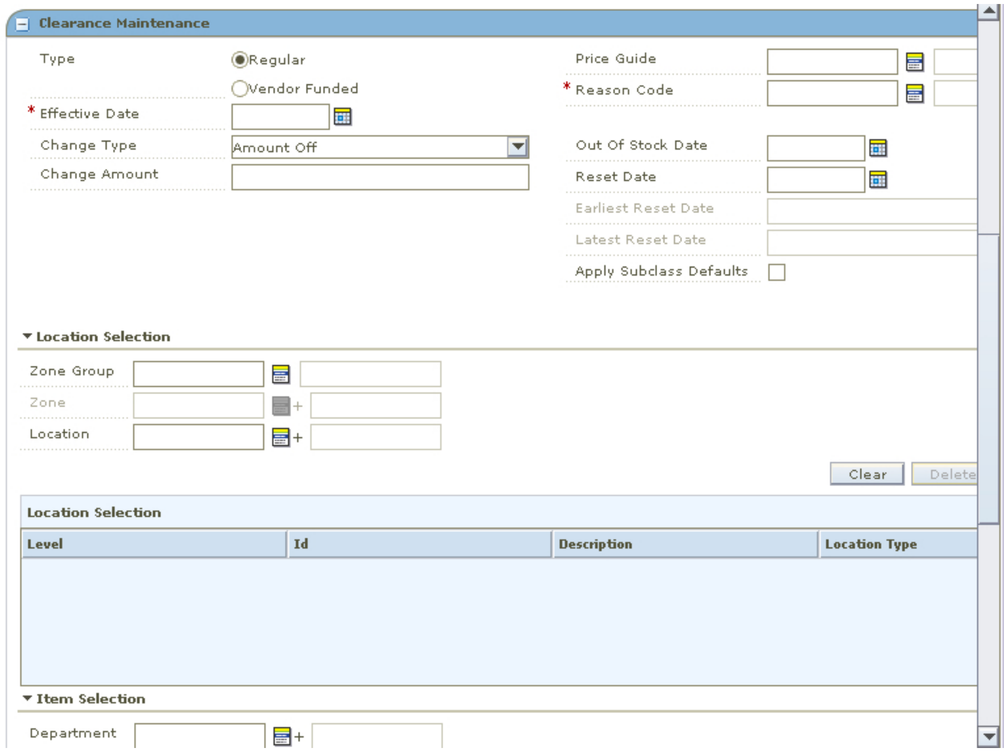
Create a Vendor Funded Clearance

Navigate: From the Task Pad, select Clearances > Create Clearance. The Create Clearance workspace opens.



Create Clearance Workspace

1. In the Clearance Maintenance pane, in the Type field, select Vendor Funded.



Clearance Maintenance Pane

2. In the Effective Date field, enter the date the clearance is enabled, or click the calendar button and select a date.

> **Note:** The Effective Date you can set depends on the number of days set in the system option Price Change Processing Days. The earliest date clearances can be created is today's date plus the price change processing days, unless you have emergency privileges.

3. In the Price Guide field, enter the ID of the price guide you want to apply to the clearance, or click the LOV button and select a price guide.

> **Note:** The price guide only applies to the items in the same department as the price guide and locations that share the same currency as the currency on the price guide.

4. In the Reason Code field, enter the ID of the reason you are creating the clearance, or click the LOV button and select a reason code.
5. In the Out of Stock Date field, enter the date you expect the inventory to be consumed, or click the calendar button and select a date.

> **Note:** Depending on your system settings the date may default.

6. In the Reset Date field, enter the date the price of the item returns to regular price, or click the calendar button and select a date.

   Note: Depending on your system settings the date may default.

7. Select Apply Subclass Defaults to attach a Clearance Defaults Pricing Strategy to the clearance.

Select the Vendor and Deal

1. In the Clearance Maintenance pane, in the Partner Type drop-down, select the partner type.
   - Manufacturer
   - Distributor
   - Wholesaler
   - Supplier
2. In the Partner field, enter the ID of the partner with the deal, or click the LOV button and select a partner.
3. In the Deal ID field, enter the ID of the deal, or click the LOV button and select a deal.
4. In the Deal Detail ID field, enter the ID of the deal details, or click the LOV button and select the deal details.

Select Locations

1. In the location area of the Clearance Maintenance pane, in the Location field, enter a location ID, or click the LOV button and select locations.

   Note: Only locations on the deal are selectable.

2. Click **Select**. Locations are added to the table in the Location Selection table.

Enter Funding Information

1. In the Clearance Maintenance pane, in the Funding Type drop-down, select Percent or Amount.

   Note: If the selected locations have different currencies, only Percent is available.

2. In the Funding Amount field, enter an amount.

Select Items

1. In the Item Selection area of the Clearance Maintenance pane, in the Item field, enter an item ID, or click the LOV button and select items.

   Note: Only items on the deal are selectable.

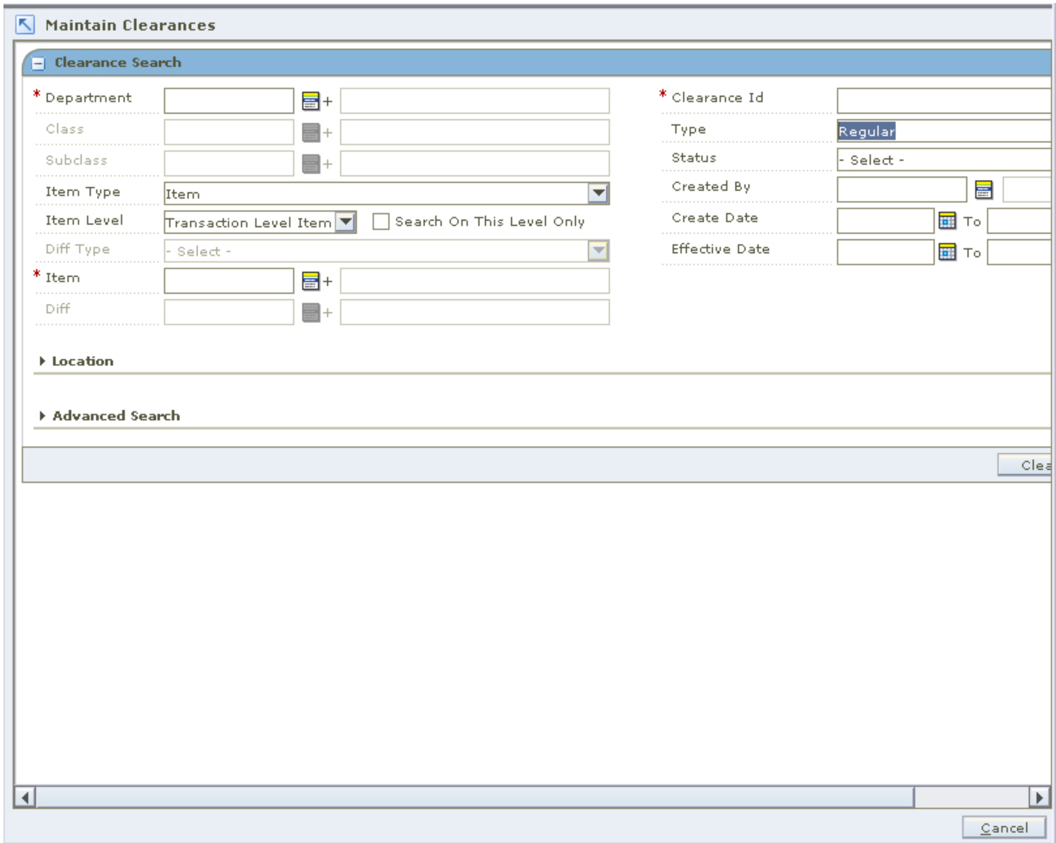
2. Click **Select**. The items appear in the Item Selection table.

Complete the Clearance

1. Click **Apply** to add any changes.
2. Change the status of your clearance as appropriate.
3. Click **Done** to save any changes and close the workspace.

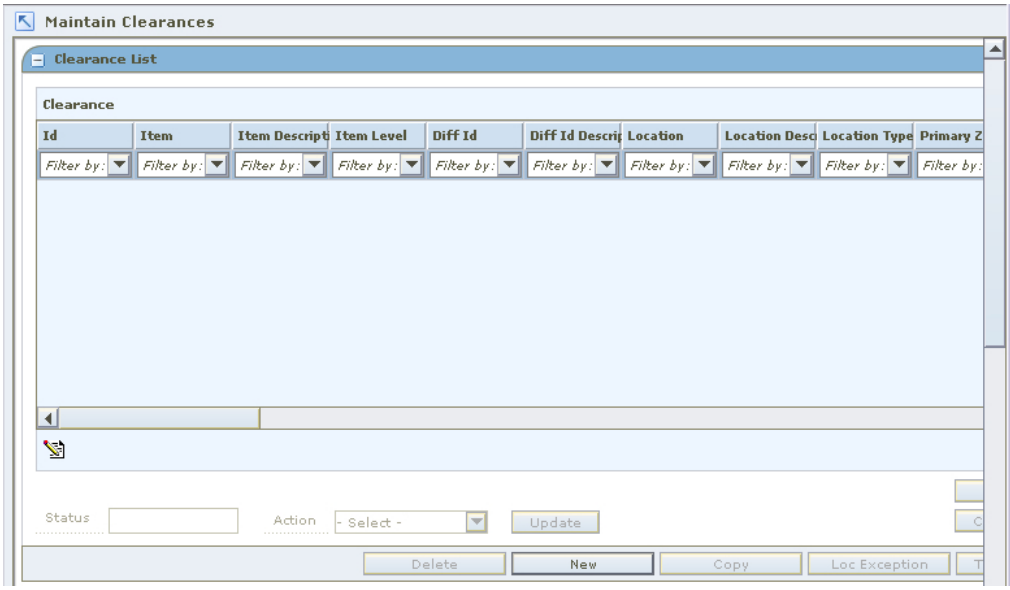
Change the Status of a Clearance

Navigate: From the Task Pad, select Clearances > Maintain Clearances. The Maintain Clearances workspace opens.



Maintain Clearances Workspace

1. Search for and retrieve the clearance you want to maintain. Your results appear in the Clearance List pane.



Clearance List Pane

> **Note:** If you are in the Create Clearance workspace, your clearances appear in the Price Change List pane when you click **Apply**. You do not need to open the Maintain Price Change workspace.

2. Select the price change for which you want to change the status.
   - In the table, select a row.
   - Click **Select All**. All records in the Clearance List pane are selected.
3. In the Action field, select the status to which you want to move the clearance.
4. Click **Update**. You are prompted to confirm your decision.
5. Click **Yes**. If the system option, background conflict check, is off and conflicts exist, the Conflict Review List window is displayed.

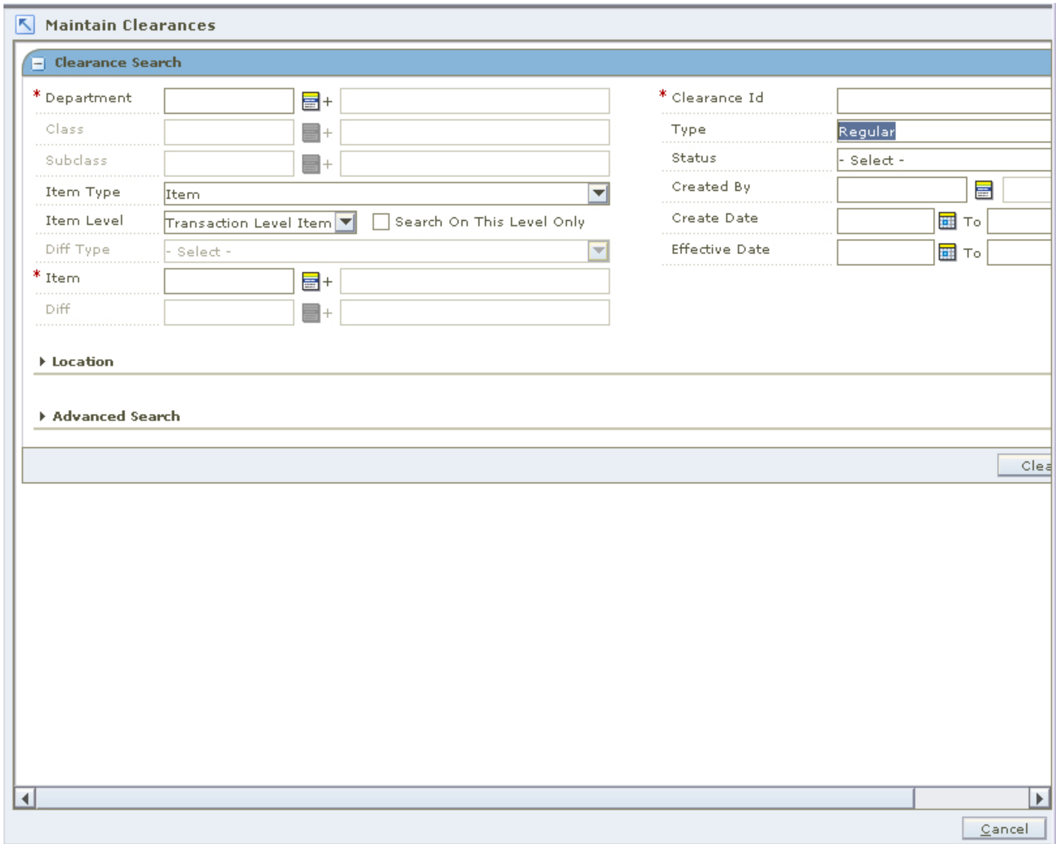
   > **Note:** See "View Conflict Check Results" for more information on background conflict checking. When background conflict check is on, a binocular icon appears in the conflict column when conflict checking is complete. Click the icon to open the Conflict Review List workspace.

   a. The current clearance opens in the upper half of the window. Price changes, promotions, and clearances affecting the same item/location appear in the lower half of the window.

   b. Click **Close** to close the conflict review list. The "Maintain a Clearance" procedure contains additional information on how to adjust a clearance.
6. Click **Done** to save any changes and close the window.

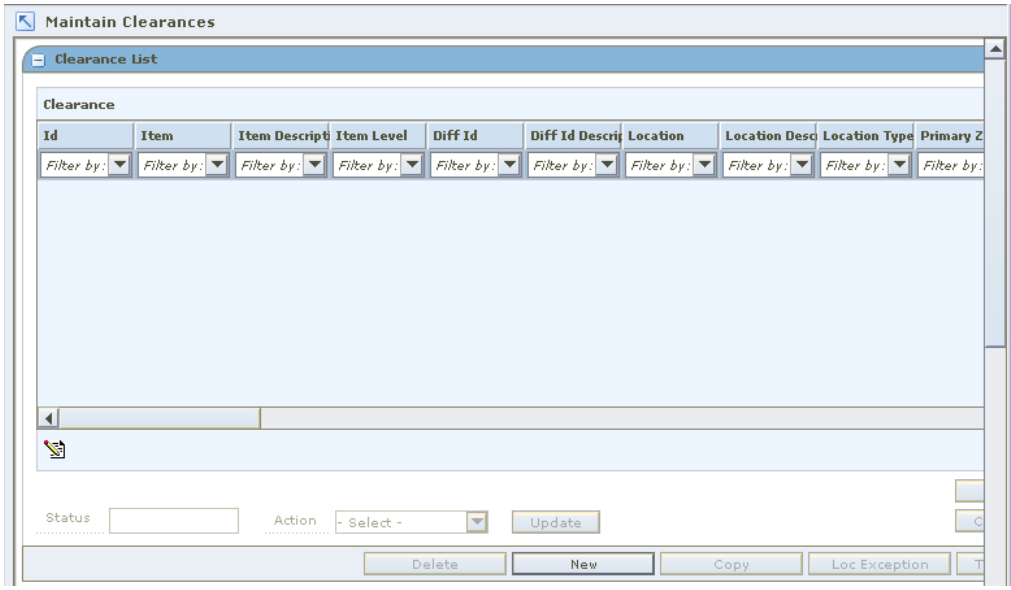
Maintain a Clearance

Navigate: From the Task Pad, select Clearances > Maintain Clearances. The Maintain Clearances workspace opens.



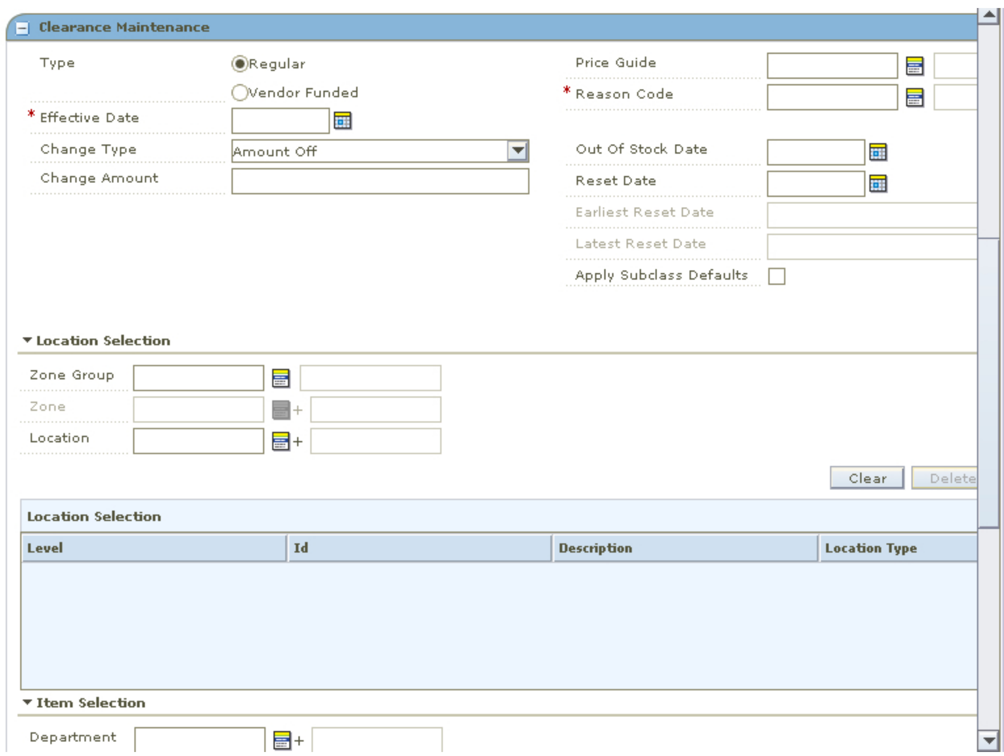
Maintain Clearances Workspace

1. Search for and retrieve the clearance you want to maintain. Your results appear in the Clearance List pane.



Clearance List Pane

2. From the list of results, select the clearance you want to maintain. The clearance details appear in the Clearance Maintenance pane.



Clearance Maintenance Pane

3. If necessary, change the status of the price change to Worksheet.
4. Edit the enabled fields as necessary.

> **Note:** You cannot change the items and locations on a clearance.

5. Click **Apply** to add all any changes.
6. Click **Done** to save any changes and close the window.

Copy a Clearance

1. From the list of results, select the clearance you want to copy.
2. Click **Copy**. The clearance details appear in the Clearance Maintenance pane.
3. Edit the enabled fields as necessary.
4. Click **Apply** to add all any changes.
5. Click **Done** to save any changes and close the window.

Delete a Clearance

1. From the list of results, select the clearance you want to delete.
2. Click **Delete**. You are prompted to confirm your decision.

> **Note:** Only clearances in Deleted status can be deleted.

3. Click **Yes**. The clearance is deleted.
4. Click **Done** to close the window.

Check for Conflicting Clearance

1. From the list of results, select the clearance you want to check.
2. Click **Conflict Check**. If the system option, background conflict check, is on and conflicts exist, the Conflict Review List window is displayed.
   - If no conflicts exist, click **OK**.
   - If conflicts exist, you must adjust the details of your clearance before you can move the clearance to the next status.

> **Note:** See "View Conflict Check Results" for more information on background conflict checking.

3. Click **Done** to save any changes and close the window.

Create a Location Exception

> **Note:** Location exceptions can only be created for Zone Level clearances.

1. From the list of results, select the clearance.
2. Click **Location Exceptions**. The locations selection area of the Clearance Maintenance pane is enabled.
3. In the Location field, enter the ID of the location where items are different than the zone on the clearance, or click the LOV button and select a location.
4. In the enabled clearance fields, enter information about the clearance for the item/location.
5. Click **Apply** to add any changes.
6. Click **Done** to save any changes and close the window.

Create Item Exceptions at the Transaction Level

> **Note:** Item exceptions at the transaction level can occur only when the clearance was created at the item parent or item parent/diff level.

1. From the list of results, select the clearance.
2. Click **Tran Exceptions**. The item selection area of the Clearance Maintenance pane is enabled.
3. In the Item field, enter the ID of the item for which items are different than the parent item on the clearance, or click the LOV button and select an item.
4. In the enabled clearance fields, enter information about the clearance for the item/location.
5. Click **Apply** to add any changes.
6. Click **Done** to save any changes and close the window.

9 Promotions

A promotion is a temporary reduction in price. In addition, you can track sales at one or more locations for a given time period as well as track the sales of merchandise with no price reductions, at given locations for a set time period.

Updates can be made to the details of an existing promotion and promotion components can be added to an existing promotion.

Promotion Components

- **Simple Component** - A simple promotion component consists of an item, item group, or merchandise level that receives a discount at a specific location or group of locations when the customer purchases an item.
- **Threshold Component** - A threshold promotion component consists of an item, item group, or merchandise level that receives a discount at a location or group of locations when the customer purchases a quantity or a amount of an item. You must define the threshold levels before you can create the threshold component.
- **Multi-Buy Component** - A multi-buy promotion component consists of an item, item group, or merchandise level. You can define the quantity of items or amount of purchase required for the customer to receive a discount or reward. For example,a promotion might include a reward of a third pair of shoes free with the purchase of any two pair of shoes from selected items or item groups. Another promotion might allow purchase of any five items from selected item groups at a fixed price or discount. See "Examples of Multi-Buy Components" for more detailed examples.

Changes can be made to the details of a promotion component, and new details can be added to promotion components.

In the Promotion Component Detail Maintenance pane, records that contain item/location exceptions or exclusions are indicated by a down arrow. Records that are item/location exceptions or exclusions are indicated by an up arrow.

Existing promotion components can be copied into a new promotion.

Add Funding Information to a Promotion

Funding is added to a promotion at the component level so that you can indicate the vendor that is contributing to the promotion. If you choose to create deals, based on the funded component, you must indicate the billing information for the deal. If the promotion is associated with an existing deal, the billing information defaults from the existing deal.

Promotion Events

A promotion event is a method of grouping promotions that occur during a period of time. Each event can be associated with many promotions, but a promotion can only be associated with one event.

Updates can be made to the details of existing promotion events.

Threshold Definition

A threshold is a discount that a customer receives for purchasing a pre-determined amount of an item. You must define the levels that exist in the threshold, then associate the threshold definition to the threshold component.

Vendor Funding Defaults

When an item is on promotion at a retailer, part of the discount a customer receives may be contributed by the vendor. When you set up a promotion, you can define the vendor's contribution.

You can create billing information defaults at the vendor level, which allows you to apply the information to any deal that is created through the promotions dialog that is associated with the vendor

Promotion Constraints

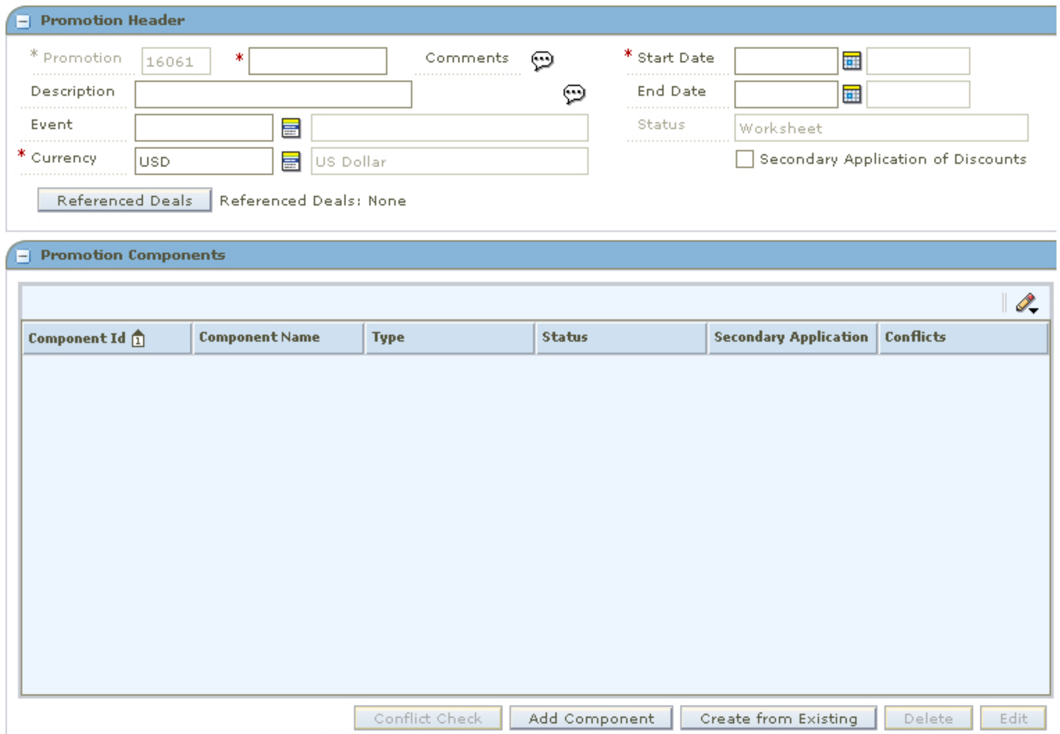
The Maintain Promotion Constraint workspace allows you to maintain promotion constraints. You set up promotion constraints at the department, class, or subclass level for a particular zone or location. A warning will appear if a price change or promotion is created that would fall a certain number of days before or during another approved promotion or price change. The number of days before the promotion is the promotion constraint.

Create a Promotion

Navigate: From the Task Pad, select Promotion > Create Promotion.

OR

From the Maintain Promotion Events workspace, click **New Promotion**. The Create Promotion workspace opens.

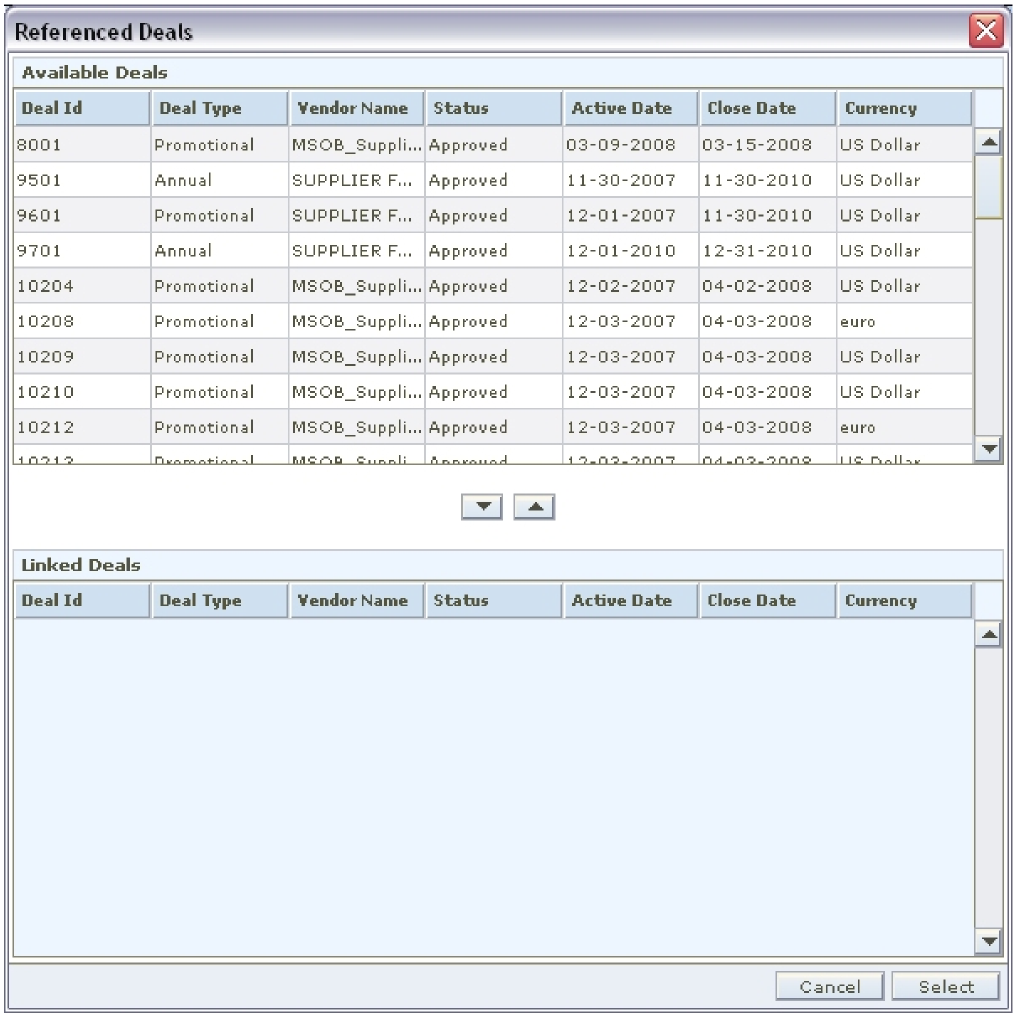


Create Promotion Workspace

1. In the field to the left of the Promotion field, enter the name of the promotion.
2. In the Description field, enter additional information as necessary.
3. In the Start Date field, enter the day the promotion begins.
4. In the End Date field, enter the day the promotion stops.
5. In the Event field, enter the ID of the event you want to associate with the promotion, or click the LOV button and select an event.
6. Update the Currency field as necessary.
7. Select Secondary Application of Discounts as necessary.

Associate a Deal with a Promotion

1. Click **Referenced Deals**. The Referenced Deals window opens

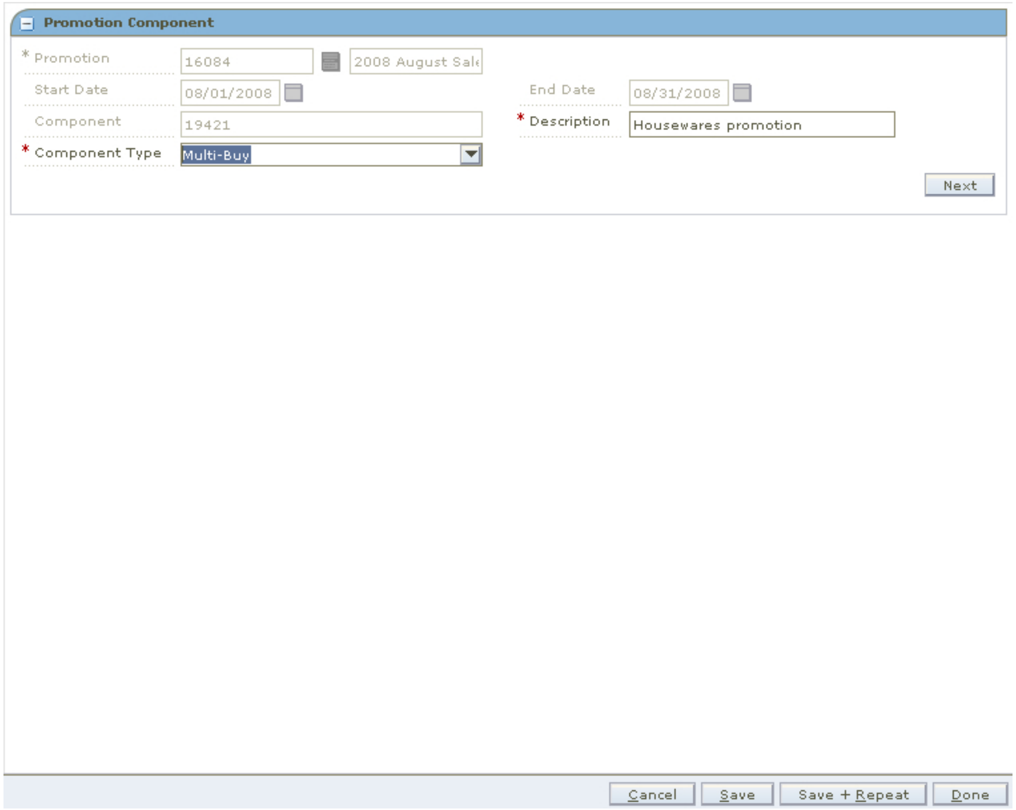


Referenced Deals Window

2. Select the deals you want to add to the promotion.
3. Click **Select**. The window closes.
4. Click **Done** to save any changes and close the workspace.

Add Components to a Promotion

1. In the Promotion Components pane, click **Add Component**. The Create Component workspace opens.

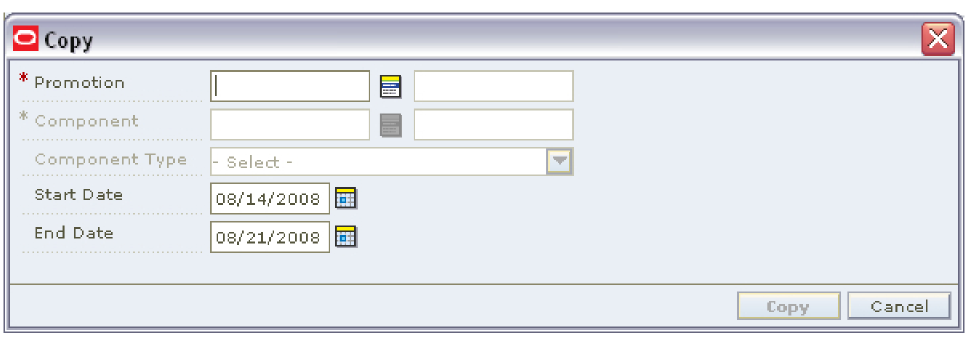


Create Component Workspace

2. Add the appropriate type of component to the promotion to:
   - Create a simple component
   - Create a threshold component
   - Create a multi-buy component

Add a Component from an Existing Component

1. Click **Create from Existing**. The Copy dialog opens.



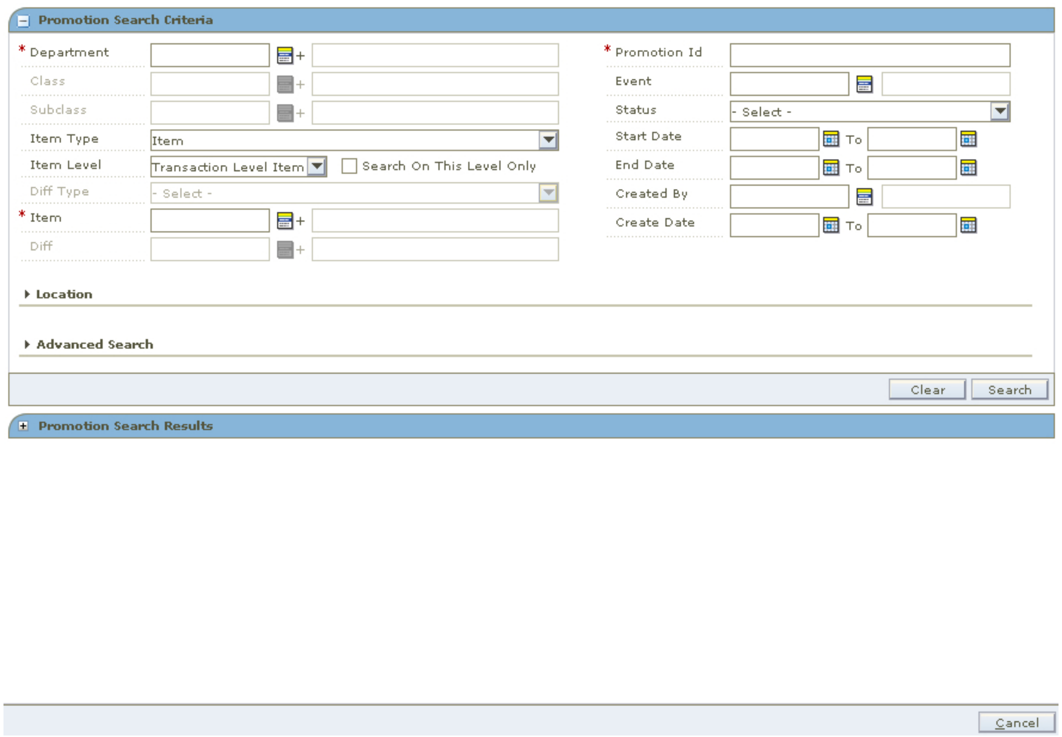
Copy Dialog

2. In the Promotion field, enter the ID with which the component is associated, or click the LOV button and select the promotion.

3. In the Component field, enter the ID of the component you want to copy, or click the LOV button and select the component.
4. Update the Start and End Date fields as necessary.
5. Click **Copy**. The component is added to the Promotion Components table.

Search for a Promotion

Navigate: From the Task Pad, select Promotions > Maintain Promotion. The Promotions Search workspace opens.

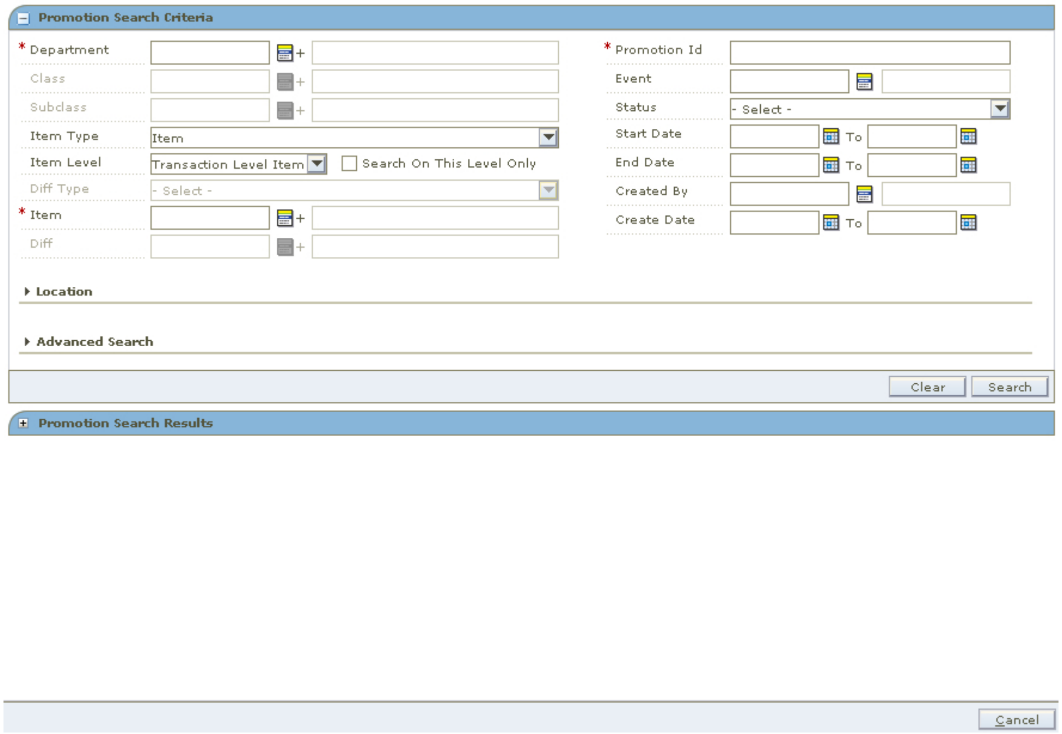


Promotions Search Workspace

1. Enter or select the criteria to limit your search.
2. Click **Search**. Promotions that match these criteria appear in the Promotion Search Results pane.

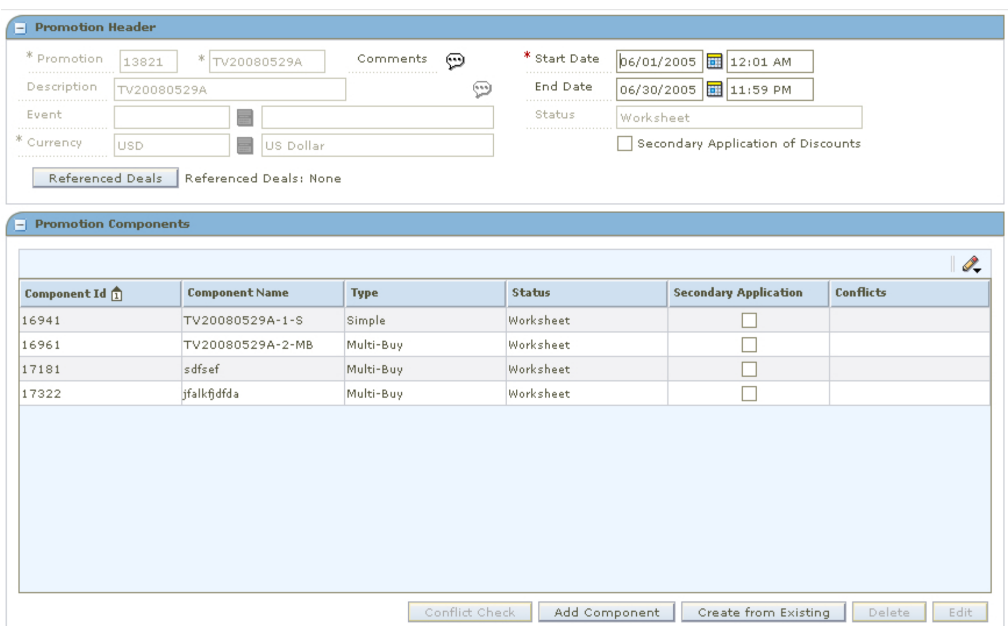
Maintain a Promotion

Navigate: From the Task Pad, select Promotions > Maintain Promotion. The Promotions Search workspace opens.



Promotions Search Workspace

1. Search for a promotion.
2. In the Promotion Search Results pane, select the promotion you want to edit.
3. Click **Edit**. The Maintain Promotion workspace opens.

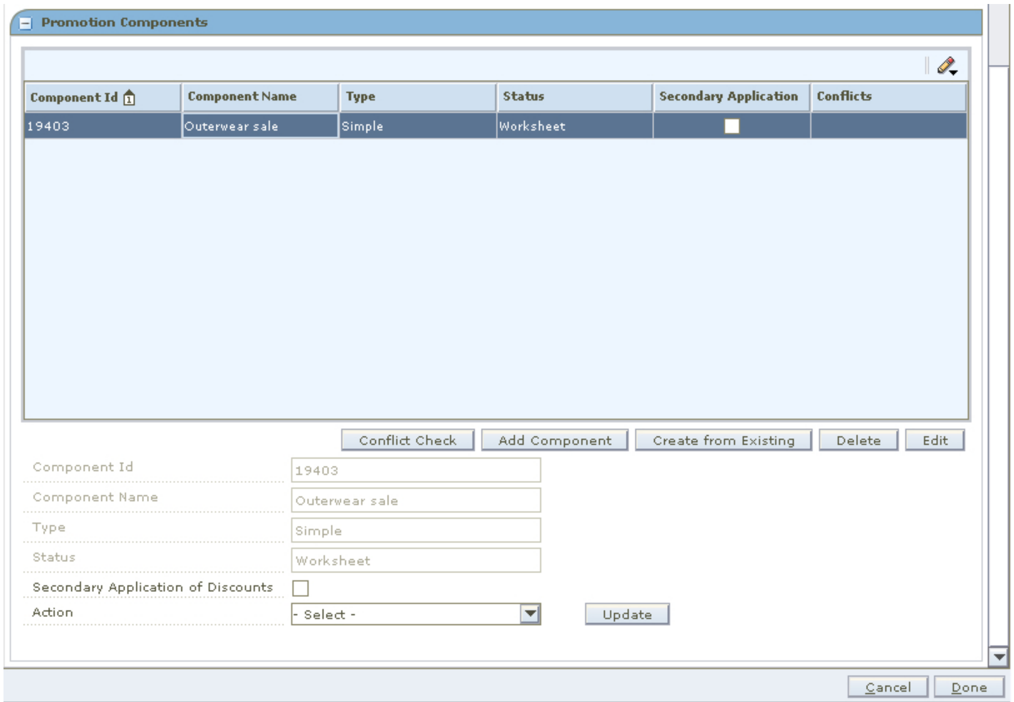


Maintain Promotion Workspace

4. In the Promotion Header pane, edit the enabled fields as necessary.
5. Click **Done** to save any changes and close the workspace.

Check for Conflicts

1. From the Promotion Components pane, select the promotion component you want to check.



Promotion Components Pane

2. Click **Conflict Check**. If the Background Conflict Check system option is off and conflicts exist, the Conflict Review List window is displayed.

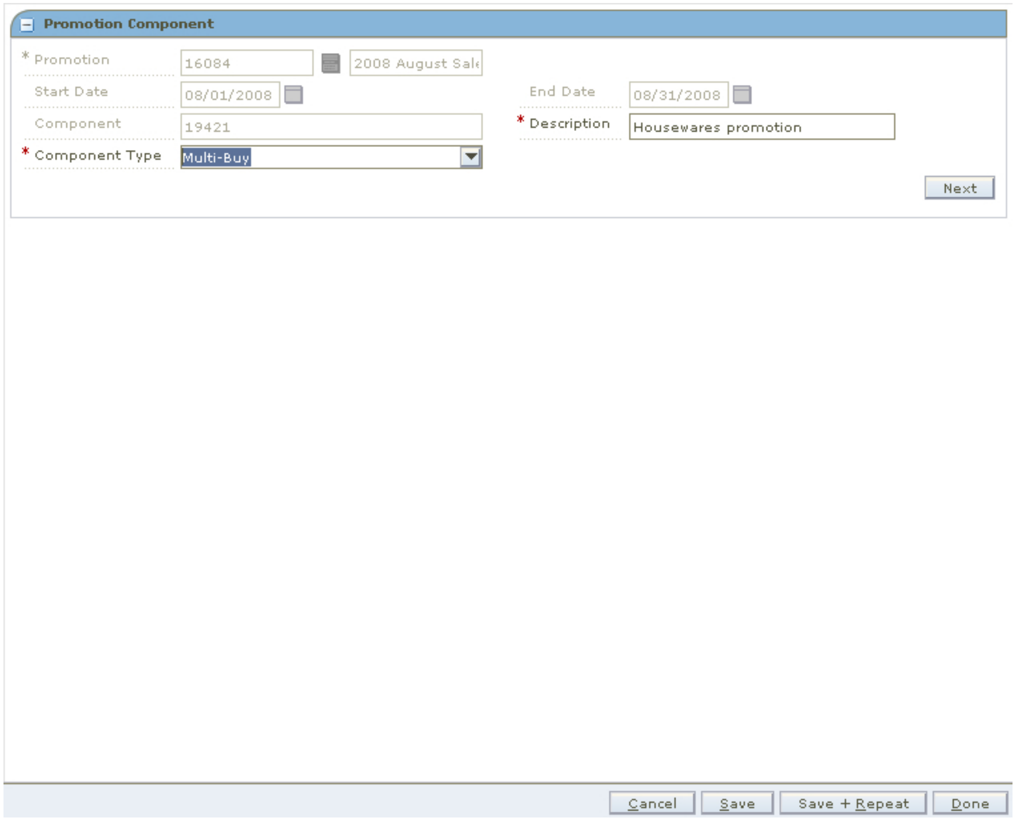
> **Note:** See "View Conflict Check Results" for more information on background conflict checking. When background conflict check is on, a binocular  icon appears in the conflict column when conflict checking is complete. Click the icon to open the Conflict Review List workspace.

- If no conflicts exist, click **OK**.
- If conflicts exist, you must adjust the details of your promotion before you can move the promotion to the next status.

3. Click **Done** to save any changes and close the window.

Add a Component

1. Click **Add Component**. The Create Component workspace opens.

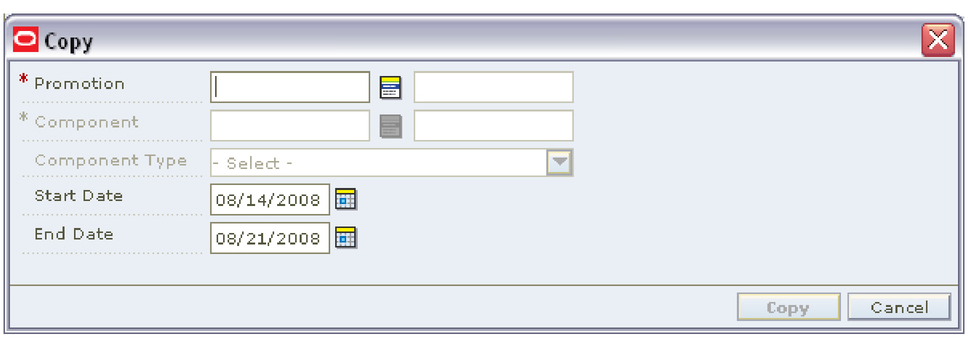


Create Component Workspace

2. Add the appropriate type of component to the promotion to:
   - Create a simple component
   - Create a threshold component
   - Create a multi-buy component

Add a Component from an Existing Component

1. Click **Create from Existing**. The Copy dialog opens.



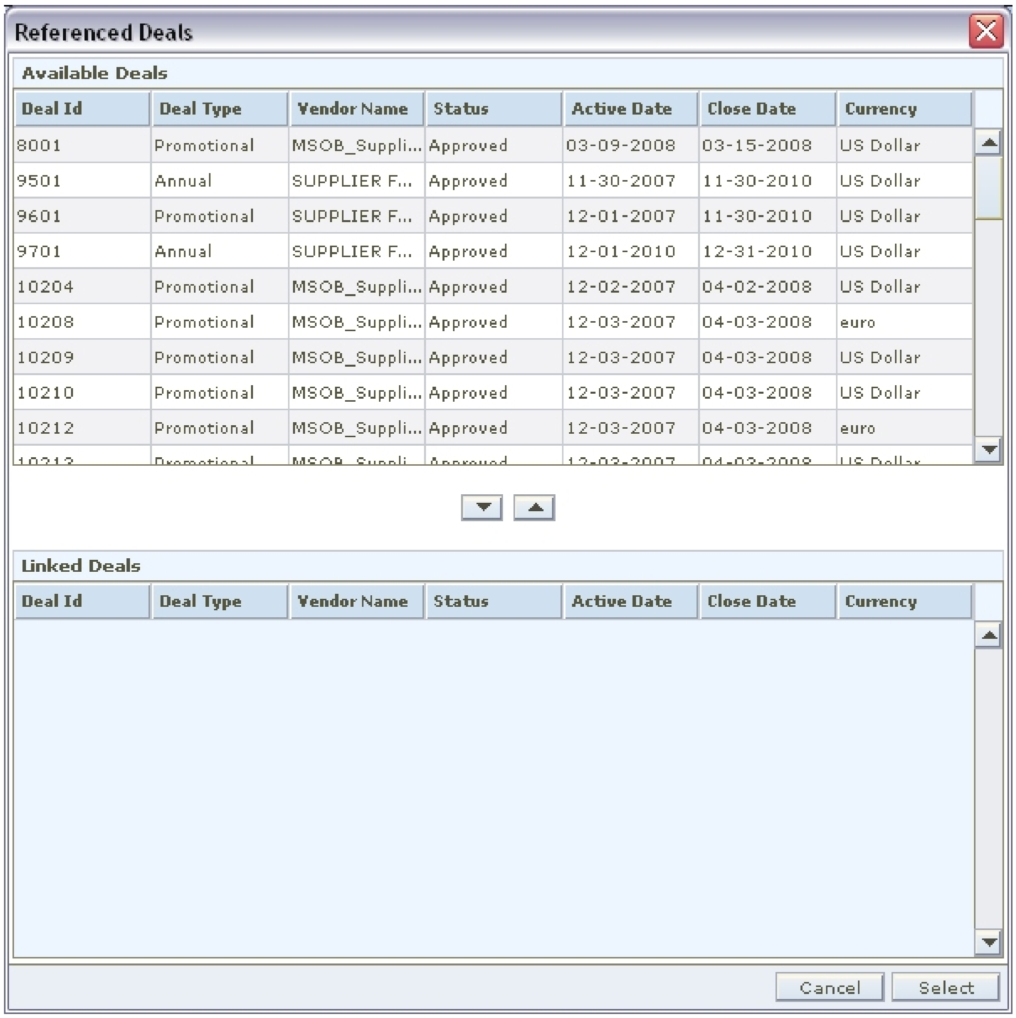
Copy Promotion Component Dialog

2. In the Promotion field, enter the ID the component is associated with, or click the LOV button and select the promotion.

3. In the Component field, enter the ID of the component you want to copy, or click the LOV button and select the promotion.
4. Update the Start and End Date fields as necessary.
5. Click **Copy**. The component is added to the Promotion Component table.

Associate a Deal with a Promotion

1. In the Promotion Search Results pane, select the promotion you want to edit.
2. Click **Edit**. The Maintain Promotion workspace opens.
3. Click **Referenced Deals**. The Referenced Deals window opens



Referenced Deals Window

4. Select the deals you want to add to the promotion.
5. Click **Select**. The window closes.
6. Click **Done** to save any changes and close the workspace.

Promotion Components

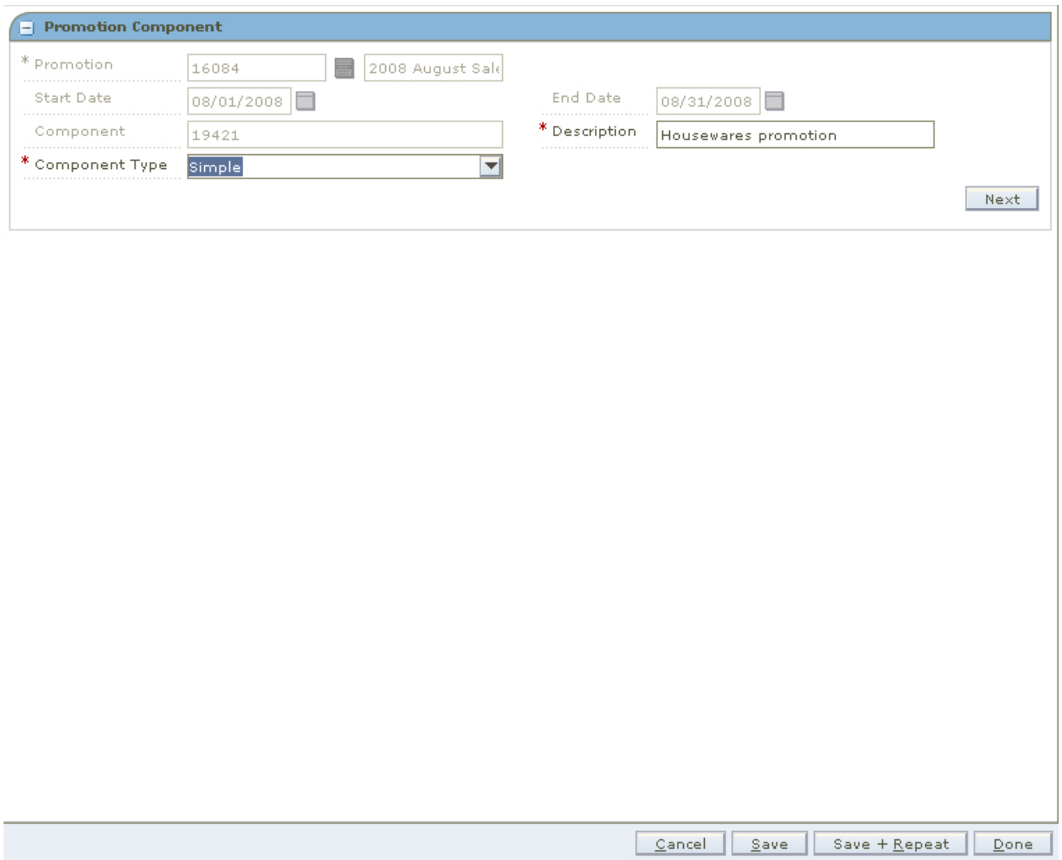
Create a Simple Component

Navigate: From the Task Pad, select Promotions > Create Component.

OR

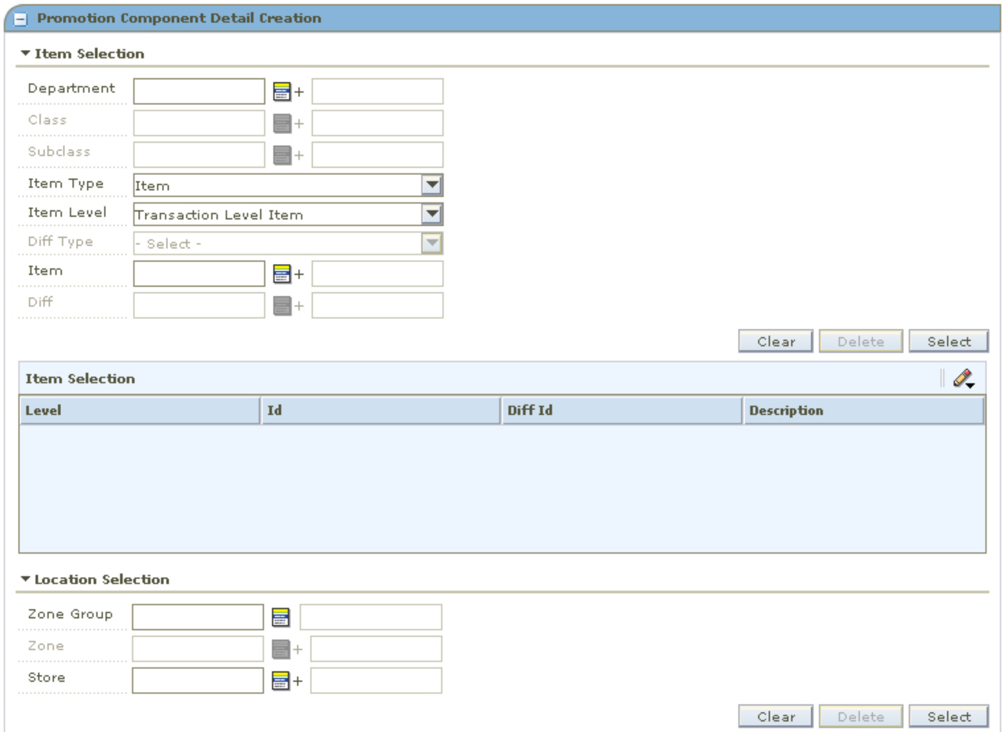
From the Create Promotion workspace, click **Add Component** in the Promotion Components pane.

The Create Component workspace opens.



Create Component Workspace

1. In the Description field, enter a description of the component.
2. In the Component Type field, select Simple from the drop-down list..
3. Click **Next**. The Promotion Component Detail Creation pane opens.



Promotion Component Detail Creation Pane

Add Items and Locations to a Promotion Component

1. In the Item Selection area, filter and select the items to be included in the promotion component.
2. Click **Select**. The items are added to the Item Selection table.
3. In the Location Selection area, filter and select the locations to be included..
4. Click **Select**. The locations are added to the Location Selection table.
5. In the Change Type field, select the price change that occurs during the promotion:
   - Amount Off: The items are reduced in price by the amount entered in the Change Amount field.
   - Exclude: The selected items are not be affected by price changes that occur as a result of the promotion.
   - Fixed Price: The items are priced at the amount entered in the Change Amount field.
   - No Change: The item prices are not changed. For reporting purposes, the selected items are recognized as being on promotion.
   - Percent Off: The items are reduced in price by the percentage entered in the Change Amount field.
6. In the Change Amount field, enter the amount off, percent off, or fixed price.

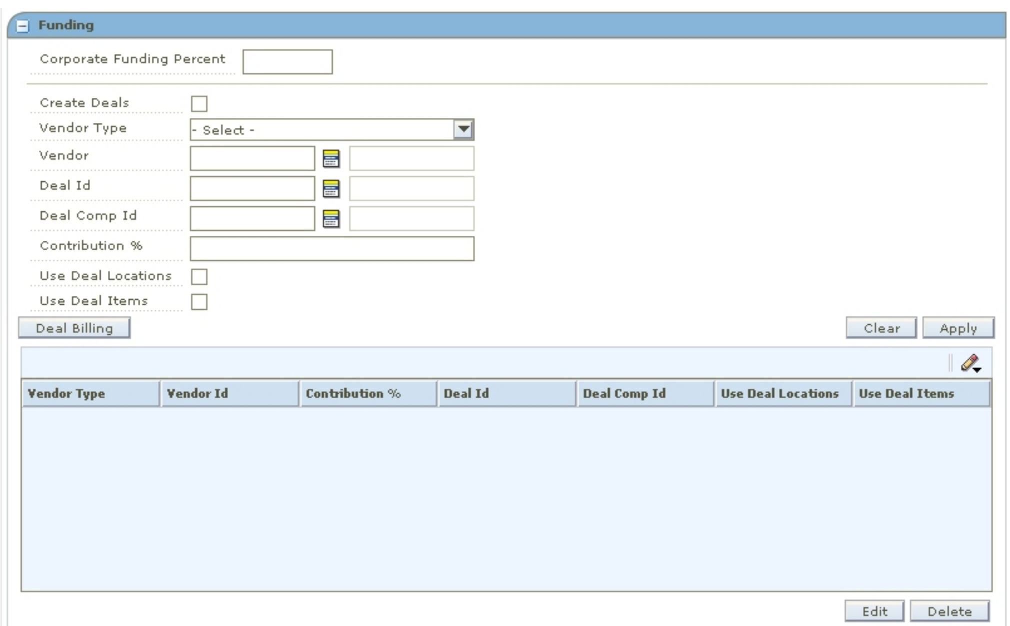
   > **Note:** Do not enter a negative sign before the number entered in the Change Amount field. The amount entered is assumed to be a decrease in price.

7. If Change Type is Fixed Price, enter or select the selling unit of measure for the items in the Selling UOM field.

8. Update the Start Date & Time and End Date & Time fields if you want this promotion component to use start and end times different from those of the promotion.
9. In the Apply To field, select the types of item pricing to which you want to apply the promotion component:
   - Clearance Only
   - Regular Only
   - Regular and Clearance
10. If you want to apply a price guide to this promotion component, enter the price guide in the Price Guide field or click the LOV button and select the price guide.
11. Select the Ignore Constraints check box to override any constraints that apply to this promotion.
12. Click **Apply**. The promotion is displayed in the Promotion Component Detail Maintenance pane.
13. Click one of the following buttons:
   - Click **Save** to save the promotion component.
   - Click **Done** to save the promotion component and close the workspace.

Add Funding to a Simple Component

1. Create a simple component
2. Expand the Funding pane.



Funding Pane - Simple Component

3. In the Corporate Funding Percent field, enter the percent that the retailer contributes to the promotion.
4. Select the Create Deals check box to create a deal based on this promotion component and funding.
5. In the Vendor Type field, select the type of vendor that is funding the component.

6. In the Vendor field, enter the ID of the vendor, or click the LOV button and select a vendor.
7. In the Deal ID field, enter the deal the promotion is associated with, or click the LOV button and select a deal.
8. In the Deal Comp ID, enter the ID of the deal component field, or click the LOV button and select a deal component.

> **Note:** The Deal and Deal ID field are disabled if you selected the Create Deals check box.

9. In the Contribution % field, enter the percentage that this vendor contributes to the promotion component.
10. Select the Use Deal Locations check box to indicate that the locations on the deal should be used for the promotion.
11. Select the Use Deal Items check box to indicate that the items on the deal should be used for the promotion.

> **Note:** The Use Deal Locations and Use Deal Items check boxes are disabled if the promotion component already has items or locations.

12. If you selected the Create Deals check box, add billing information for a deal to a funded component.
13. Click **Apply** to add your changes to the table.
14. Click **Done** to save any changes and close the workspace.

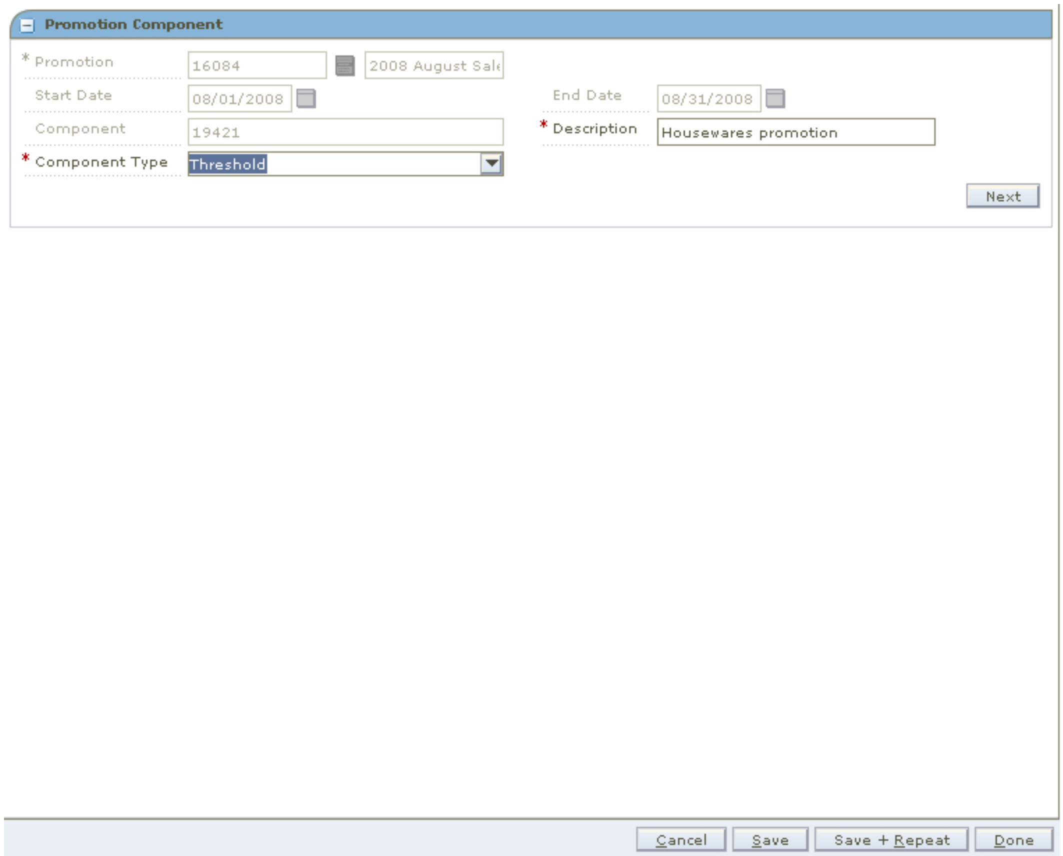
Create a Threshold Component

Navigate: From the Task Pad, select Promotions > Create Component.

OR

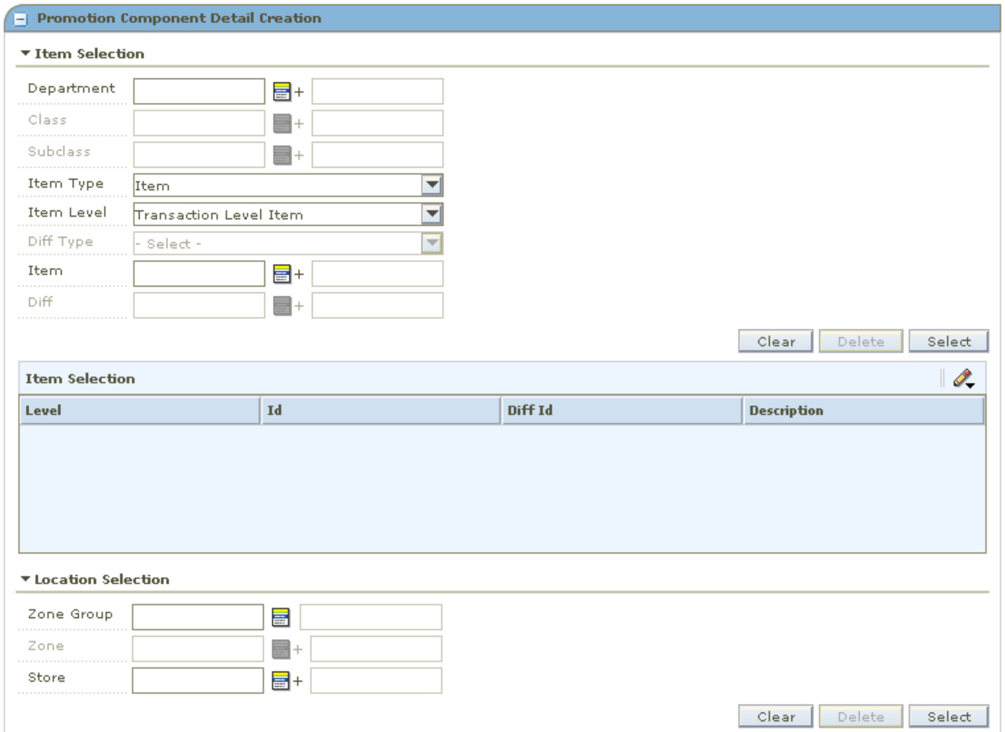
From the Create Promotion workspace, click **Add Component** in the Promotion Components pane.

The Create Component workspace opens.



Create Component Workspace

1. In the Description field, enter a description of the component.
2. In the Component Type field, select Threshold.
3. Click **Next**. The Promotion Component Detail Creation pane opens.



Promotion Component Detail Creation Pane

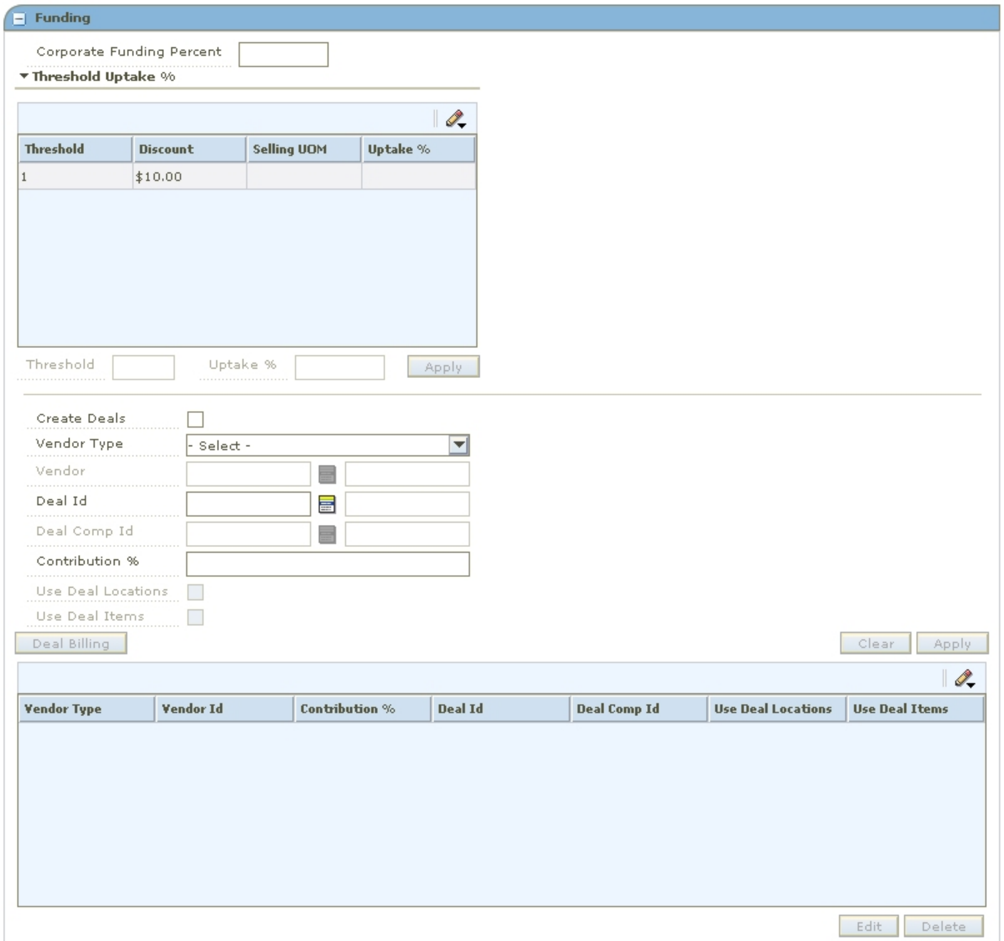
Add Items and Locations to a Promotion Component

1. In the Item Selection area, filter and select the items to be included in the promotion component.
2. Click **Select**. The items are added to the Item Selection table.
3. In the Location Selection area, filter and select the locations to be included..
4. Click **Select**. The locations are added to the Location Selection table.
5. In the Threshold field, select the threshold you want to associate with the promotion, or click **New Threshold** to create a threshold definition.
6. Update the Start Date & Time and End Date & Time fields if you want this promotion component to use start and end times different from those of the promotion.
7. In the Apply To field, select the types of item pricing to which you want to apply the promotion component:
   - Clearance Only
   - Regular Only
   - Regular and Clearance
8. If you want to apply a price guide to this promotion component, enter the price guide in the Price Guide field or click the LOV button and select the price guide.
9. Select the Ignore Constraints check box to override any constraints that apply to this promotion.
10. Click **Apply**. The promotion is displayed in the Promotion Component Detail Maintenance pane.

11. Click one of the following buttons:
    - Click **Save** to save the promotion component.
    - Click **Done** to save the promotion component and close the workspace.

Add Funding to a Threshold Component

1. Create a threshold component.
2. Expand the Funding pane.



Funding Pane - Threshold Component

3. In the Corporate Funding Percent field, enter the percent that the retailer contributes to the promotion.
4. Select a threshold.
5. In the Uptake % field, enter the percentage of customers that you expect to take advantage of the promotion at this threshold.
6. Click **Apply** to add your changes to the table.
7. Select the Create Deals check box to create a deal based on this promotion component and funding.
8. In the Vendor Type field, select the type of vendor that is funding the component.
9. In the Vendor field, enter the ID of the vendor, or click the LOV button and select a vendor.

10. In the Deal ID field, enter the deal the promotion is associated with, or click the LOV button and select a deal.
11. In the Deal Comp ID, enter the ID of the deal component field, or click the LOV button and select a deal component.

> **Note:** The Deal and Deal ID field are disabled if you selected the Create Deals check box.

12. In the Contribution % field, enter the percentage that this vendor contributes to the promotion component.
13. Select the Use Deal Locations check box to indicate that the locations on the deal should be used for the promotion.
14. Select the Use Deal Items check box to indicate that the items on the deal should be used for the promotion.

> **Note:** The Use Deal Locations and Use Deal Items check boxes are disabled if the promotion component already has items or locations.

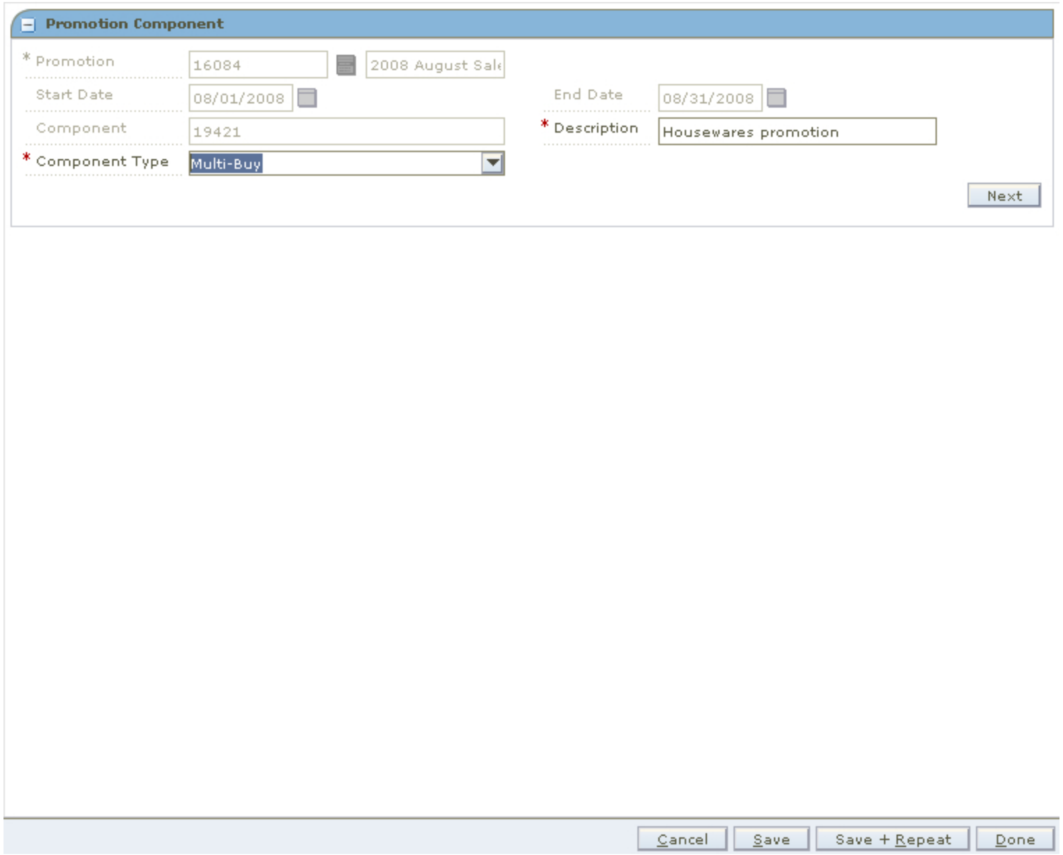
15. If you selected the Create Deals check box, add billing information for a deal to a funded component.
16. Click **Apply** to add your changes to the table.
17. Click **Done** to save any changes and close the workspace.

Create a Multi-Buy Component

Navigate: From the Task Pad, select Promotions > Create Component.

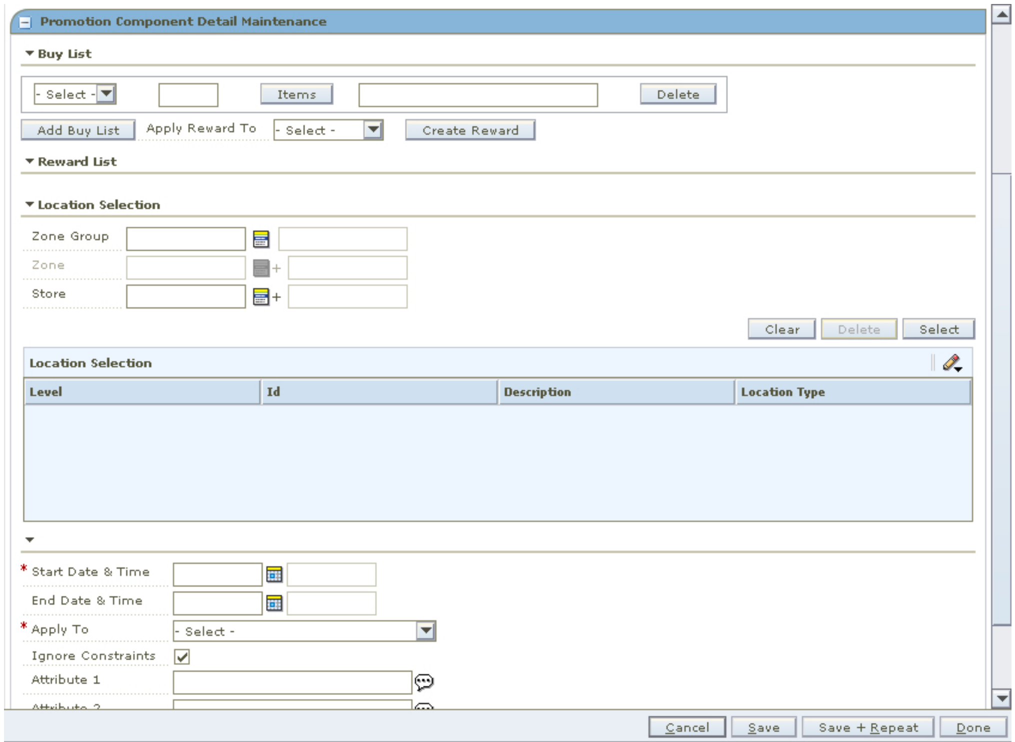
OR

From the Create Promotion workspace, click **Add Component** in the Promotion Components pane. The Create Component workspace opens.



Create Component Workspace

1. In the Description field, enter a description of the component.
2. In the Component Type field, select Multi-Buy.
3. Click **Next**. The Promotion Component Detail Maintenance pane opens.



Promotion Component Detail Maintenance Pane

Note: See "Examples of Multi-Buy Components" for examples of different types of multi-buy promotion components and how to create them.

Create Buy Lists

In the Buy List area, you create one or more buy lists for a multi-buy promotion. Follow these steps to create a buy list:

1. Select how the items in the buy list must be purchased:
   - All: All the items in the buy list must be purchased to receive the discount, fixed price, or other reward.
   - Amount: A specified money amount must be spent on items from the buy list to receive the reward.
   - Quantity: A specified number of items in the buy list must be purchased to receive the reward.
2. In the next field, enter the quantity or amount of the required purchase:
   - If All is selected, enter the number of each item in the buy list that the customer must purchase. For example, if you enter 2, the customer must buy 2 of each item in the buy list.
   - If Amount is selected, enter the money amount that the customer must spend on items in the buy list. For example, if you enter 5 and your currency is dollars, the customer must spend 5 dollars on buy list items.
   - If Quantity is selected, enter the number of items that the customer must purchase from any items in the buy list. For example, if you enter 3, the customer must purchase any 3 buy list items.
3. Click **Items** to select the items for the buy list. The Selected Items window opens.

4. Add items to the buy list. See "Add Items to a Multi-Buy Component."
5. Enter a description for the buy list (optional).
6. To add another buy list, click **Add Buy List** and repeat steps 1 through 5.

> **Note:** If your system option settings allow, you can use either AND or OR conditions to connect multiple buy lists. If all buy lists are connected by AND, the customer must purchase items from all buy lists to qualify for the reward. If OR settings are allowed on your system, you can specify options for the buy lists from which customers can purchase qualifying items. See "Examples of Multi-Buy Components" for information about multiple buy lists with OR conditions.

7. When you have created all the buy lists for this component, select how to apply the reward:
   - All Buy Lists: The reward applies to the items that the customer purchased from all buy lists.
   - Each Buy List: For each buy list, a separate reward applies.
   - Reward List: The reward applies to one or more separate reward lists. Because the customer purchased the required items, the customer can obtain a reward on one or more other items.
8. Click **Create Reward**.

Proceed to create the rewards for this promotion component.

Create Reward Lists

The procedures to create rewards are different, depending on how the reward applies:

- If the reward applies to All Buy Lists or to the Reward List, you create the reward in the Reward List area.
- If the reward applies to Each Buy List, you create the applicable reward under each buy list.

In the Reward List Area

If rewards apply to all buy lists together, or to one or more reward lists, you create the reward in the Reward List area.

1. Select the number or amount of items included in the reward:
   - All: The reward includes all items in the reward list.
   - Amount: The reward applies to a purchase amount of the items in the reward list.
   - Quantity: The reward applies to a number of items in the reward list.
2. In the next field, enter the applicable quantity or currency amount for the reward.
3. Click **Items** to select the items for the reward list. The Selected Items window opens.
4. Add items to the reward list. See "Add Items to a Multi-Buy Component."
5. Enter a description for the reward list (optional).
6. Select the type of reward from the drop-down list:
   - Amount Off: The price for the item or items is reduced by a specified amount.
   - Cheapest Free: The cheapest item purchased is free.
   - Fixed Price: The price for the item or items is a fixed amount.
   - Percent Off: The price for the item or items is a specified percentage off.

7. In the next field, enter a value appropriate for the type of reward:
   - Amount Off: Enter the currency amount of the price reduction.
   - Cheapest Free: This field does not apply and is disabled.
   - Fixed Price: Enter the currency amount the customer must pay for the reward item (or all reward items together).
   - Percent Off: Enter the percentage amount to be taken off the price.
8. If the reward is Fixed Price, enter the unit of measure of the reward item in the Selling UOM field, or click the LOV button and select the selling UOM. (The Selling UOM field is active and required only for Fixed Price rewards.)
9. To add another reward list, click **Add Reward List** and repeat steps 1 through 8.

> **Note:** If your system option settings allow, you can use either AND or OR conditions to connect multiple reward lists. If all buy lists are connected by AND, the customer is eligible for reward from all reward lists. If OR settings are allowed on your system, you can specify options for the reward lists from which customers can select rewards. See "Examples of Multi-Buy Components" for information about multiple reward lists with OR conditions.

10. When you have created all the reward lists for this component, proceed to add locations. See "Add Locations and Save the Multi-Buy Component."

Under Each Buy List

If rewards apply to each buy list, you create each reward separately under each buy list.

1. Select the type of reward from the drop-down list:
   - Amount Off: The price for the item or items is reduced by a specified amount.
   - Cheapest Free: The cheapest item purchased is free.
   - Fixed Price: The price for the item or items is a fixed amount.
   - Percent Off: The price for the item or items is a specified percentage off.
2. In the next field, enter a value appropriate for the type of reward:
   - Amount Off: Enter the currency amount of the price reduction.
   - Cheapest Free: This field does not apply and is disabled.
   - Fixed Price: Enter the currency amount the customer must pay for the reward item (or all reward items together).
   - Percent Off: Enter the percentage amount to be taken off the price.
3. If the reward is Fixed Price, enter the unit of measure of the reward item in the Selling UOM field, or click the LOV button and select the selling UOM. (The Selling UOM field is active and required only for Fixed Price rewards.)

If there are multiple buy lists, repeat steps 1 through 3 for each of the buy lists. Then proceed to add locations. See "Add Locations and Save the Multi-Buy Component."

Add Items to a Multi-Buy Component

For a buy list or reward list, select the transaction-level items for the list in the Selected Items window. You can select and filer items by any of the following:

Item Selection Window

- Department
- Class
- Subclass
- Item Type
- Item Level
- Diff Type
- Item
- Diff

Follow these steps:

1. Enter values or use LOV buttons to filter and select items.
2. Click **Select** to select items and move them to the Item Selection table.
3. Click **Done** when you are finished selecting items.

Add Locations and Save the Multi-Buy Component

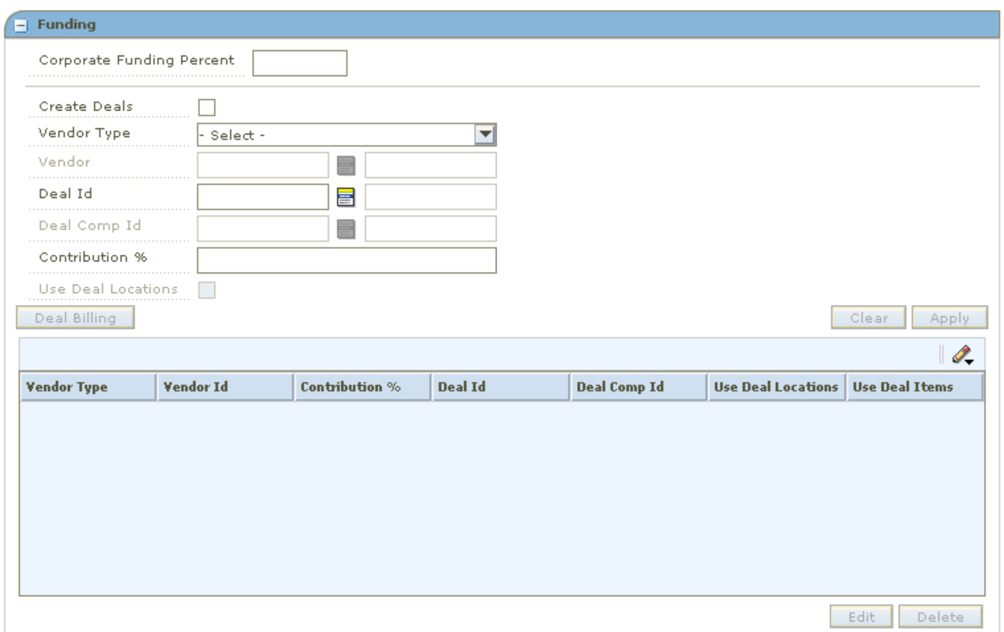
In the Location Selection area, add locations for this promotion component. You can add locations by any combination of zone group, zone, and store.

1. Enter Zone Group, Zone, or Store values, or use the LOV buttons to select locations.
2. Click **Select**. The locations are added to the Location Selection table.
3. Correct the Start Date & Time and End Date & Time fields if needed.

4. In the Apply To field, select the types of item pricing to which you want to apply the promotion component:
   - Clearance Only
   - Regular Only
   - Regular and Clearance
5. Select the Ignore Constraints check box if you want this component to ignore all constraints for the associated promotion.
6. Use the fields Attribute 1, Attribute 2, and Attribute 3 if you want to enter any additional descriptive text about this promotion component. For example, you can enter "end-of-aisle promotion" or "advertised in weekly flyer" as information for future reference. You can click the comment icon to open the Description window to enter text.
7. The status of this promotion component is displayed in the Status field. To change the status:
   a. In the Action field, select one of the following values from the drop-down list:
      – Submit: Save and submit this promotion component for approval.
      – Approve: Approve this promotion component.
   b. Click **Update**.
8. Click one of the following buttons:
   - Click **Save** to save the promotion component.
   - Click **Done** to save the promotion component and close the workspace.

Add Funding to a Multi-Buy Component

1. Create a buy/get component.
2. Expand the Funding pane.



Funding Pane - Multi-Buy Component

3. In the Corporate Funding Percent field, enter the percent that the retailer contributes to the promotion.

4. In the Uptake % field, enter the percentage of customers that you expect to take advantage of the promotion at this threshold.
5. Select the Create Deals check box to create a deal based on this promotion component and funding.
6. In the Vendor Type field, select the type of vendor that is funding the component.
7. In the Vendor field, enter the ID of the vendor, or click the LOV button and select a vendor.
8. In the Deal ID field, enter the deal the promotion is associated with, or click the LOV button and select a deal.
9. In the Deal Comp ID, enter the ID of the deal component field, or click the LOV button and select a deal component.

> **Note:** The Deal and Deal ID field are disabled if you selected the Create Deals check box.

10. In the Contribution % field, enter the percentage that this vendor contributes to the promotion component.
11. Select the Use Deal Locations check box to indicate that the locations on the deal should be used for the promotion.

> **Note:** The Use Deal Locations check boxes are disabled if the promotion component already has locations.

12. If you selected the Create Deals check box, add billing information for a deal to a funded component.
13. Click **Apply** to add your changes to the table.
14. Click **Done** to save any changes and close the workspace.

Add Billing Information for a Deal to a Funded Component

1. Click **Deal Billing**. The Deal Billing window opens.
2. Select the information about the deal that you require:
   - **Deal Reporting Level:** The frequency that the deal is reported.
   - **Bill Back Method:** The type of invoice that is created for the supplier. Select the appropriate option.
   - **Bill Back Period:**The frequency that the vendor is charged for the bill back. Select when to charge the vendor.
   - **Invoice Processing Logic:**The method used to create invoices. Invoices are created automatically, manually, or not at all depending on the option selected.
   - **Include VAT in Deal Billing:** Select the check box to indicate that VAT should be included in the invoice information.
   - **Include Deal Income in Stock Ledger:** Select the check box to indicate that deal income accrual should be written to the stock ledger.
3. Click **Done** to save any changes and close the window.

Examples of Multi-Buy Components

Multi-buy components provide many flexible options to design a promotion component that gives the customer a discount, fixed price, or other reward for purchasing selected items. The component can specify either a quantity or purchase amount as the requirement to receive the reward.

A multi-buy component can be simple or complex. You can use AND and OR conditions to create components with numerous purchase and reward options.

All multi-buy promotion components share common characteristics, and you create them using the same interface. Any multi-buy component can be considered as one of the following general types:

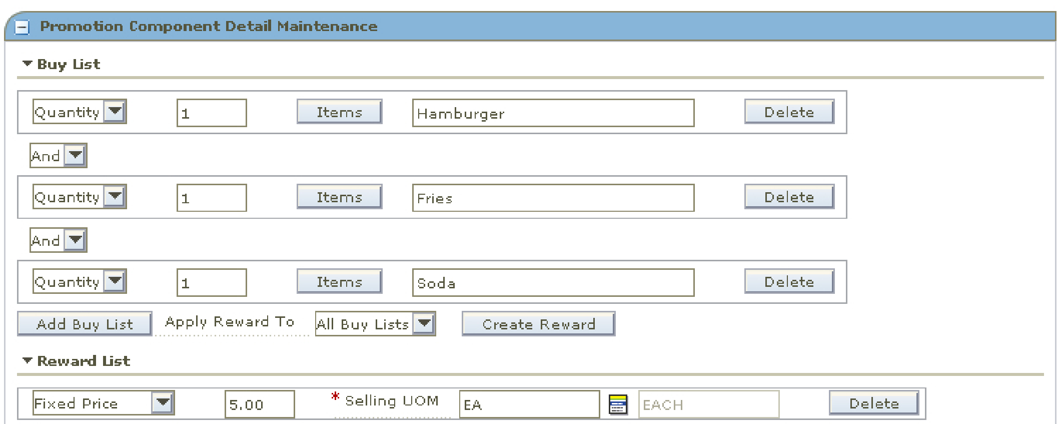
- Multi-buy "meal deal"
- Multi-buy link saver
- Multi-buy "cheapest free"
- Multi-buy with multiple reward (get) lists
- Multi-buy with AND or OR conditions for buy and reward lists

The following are examples of each of these types of multi-buy promotion components.

Multi-Buy Meal Deal

In this example, the customer can buy one hamburger sandwich, an order of French fries, and a soda for a fixed price of five dollars. In the Buy List area, it is specified that the customer must purchase a quantity of 1 from each buy list. The AND connectors specify that the customer must buy the required quantity from all buy lists to qualify for the reward. The reward applies to all buy lists; that is, the reward is applied to the items purchased from the buy lists. The Reward List area specifies the reward as a fixed price of 5.00.

The items can be specific items or items from selected item lists. For example, any kind of soda might qualify, or the customer might be required to purchase a particular brand or flavor of soda.

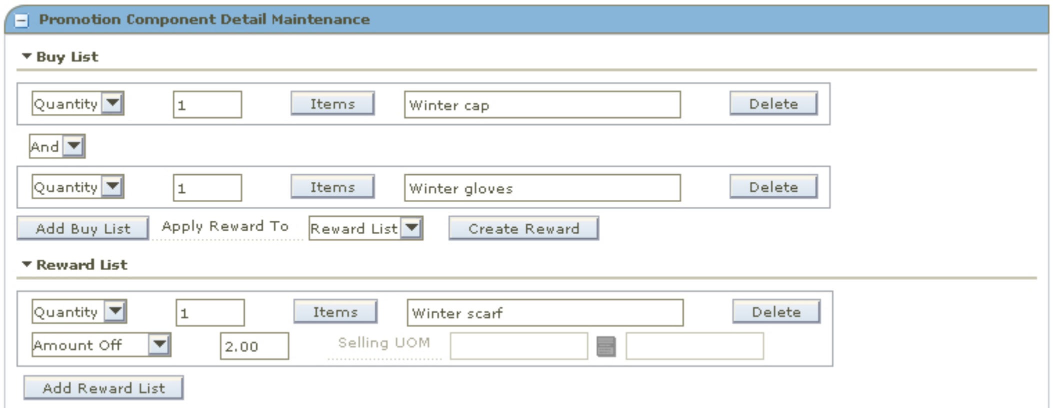


Meal Deal Example

Multi-Buy Link Saver

In this example, the customer receives two dollars off the price of a winter scarf if it is purchased along with both a cap and gloves. In this case, the reward is not a fixed price or discount on the purchased items, but a special deal on an additional item.

In the Buy List area, it is specified that the customer must buy a quantity of 1 from each buy list. The AND connectors specify that the customer must buy the specified quantity from both buy lists to qualify for the reward. The reward applies to the separate reward list. The Reward List area specifies a selected item or item list and a price reduction (amount off) of 2.00 for the item from the reward list.



Multi-Buy Link Saver Example

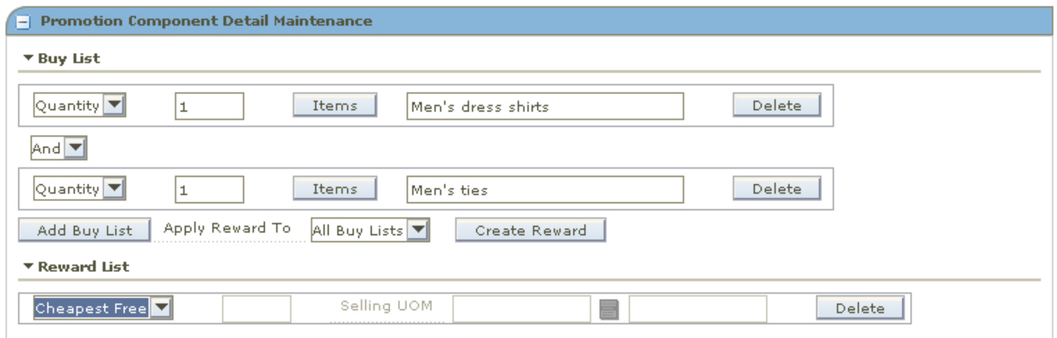
Multi-Buy Cheapest Free

In the following example, the customer receives the cheapest pair of shoes free with the purchase of three pair. In the Buy List area, it is specified that the customer must buy a quantity of 3 from the buy list. The reward applies to "Each Buy List" (although in this example there is only one buy list).

> **Note:** When a reward applies to "Each Buy List," the reward for each buy list appears under the buy list, instead of in the Reward List area. The rewards for the buy lists are created when you click **Create Reward**.

Multi-Buy Cheapest Free Example - One Buy List

The following example has two buy lists. If the customer buys one dress shirt and one tie, the cheaper item is free. In this example, the reward applies to all buy lists, and there is a separate Reward List area.



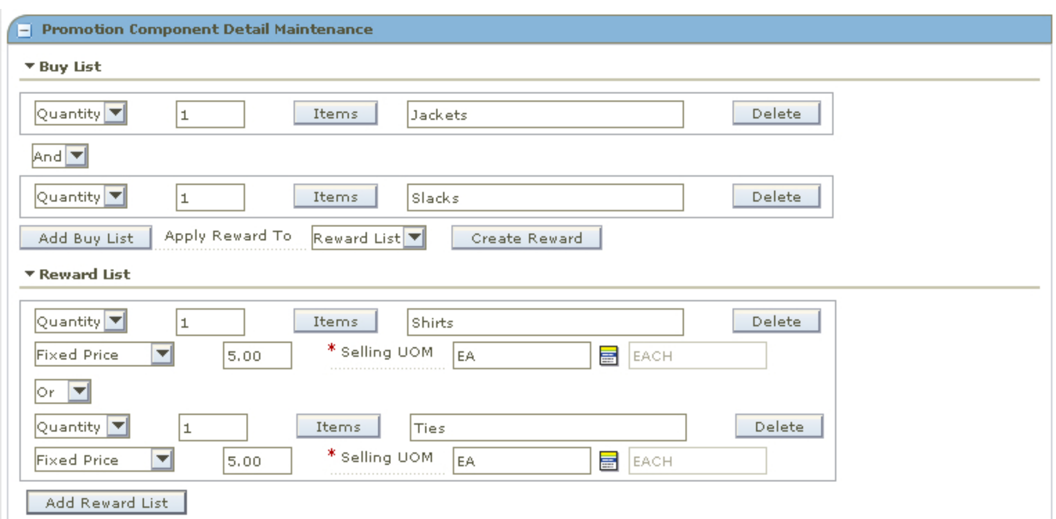
Multi-Buy Cheapest Free Example - Multiple Buy Lists

Multi-Buy with Multiple Reward Lists

In this more complex example, when the customer buys one jacket **and** one pair of slacks, the customer can buy one shirt **or** two ties for a fixed price of five dollars more.

The Buy List area in this example is similar to other examples that have multiple buy lists. The customer must buy a quantity of 1 from all buy lists, and the reward applies to the reward list.

In this case, there are multiple reward lists. The OR connector specifies that the customer has the choice of a reward from either (but not both) of the reward lists. Each reward list specifies a fixed price and a quantity. In this example, the quantity is different for each reward list. (The fixed price could also be different for each reward list.)

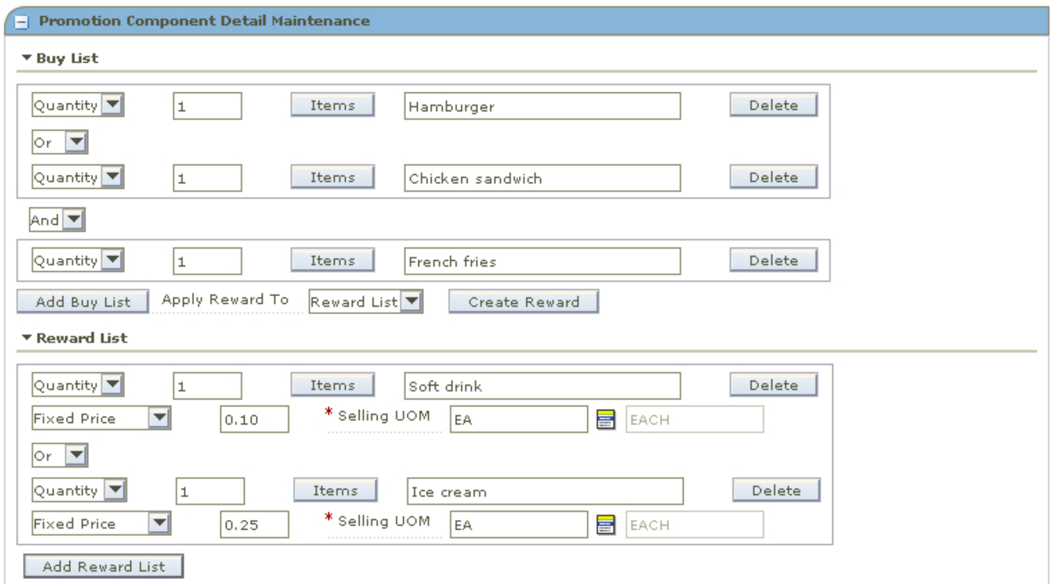


Multi-Buy Example with Multiple Reward Lists

Multi-Buy with AND or OR Conditions for Buy and Reward Lists

The following example uses both multiple buy lists and multiple reward lists. The buy and reward lists use a combination of AND and OR conditions.

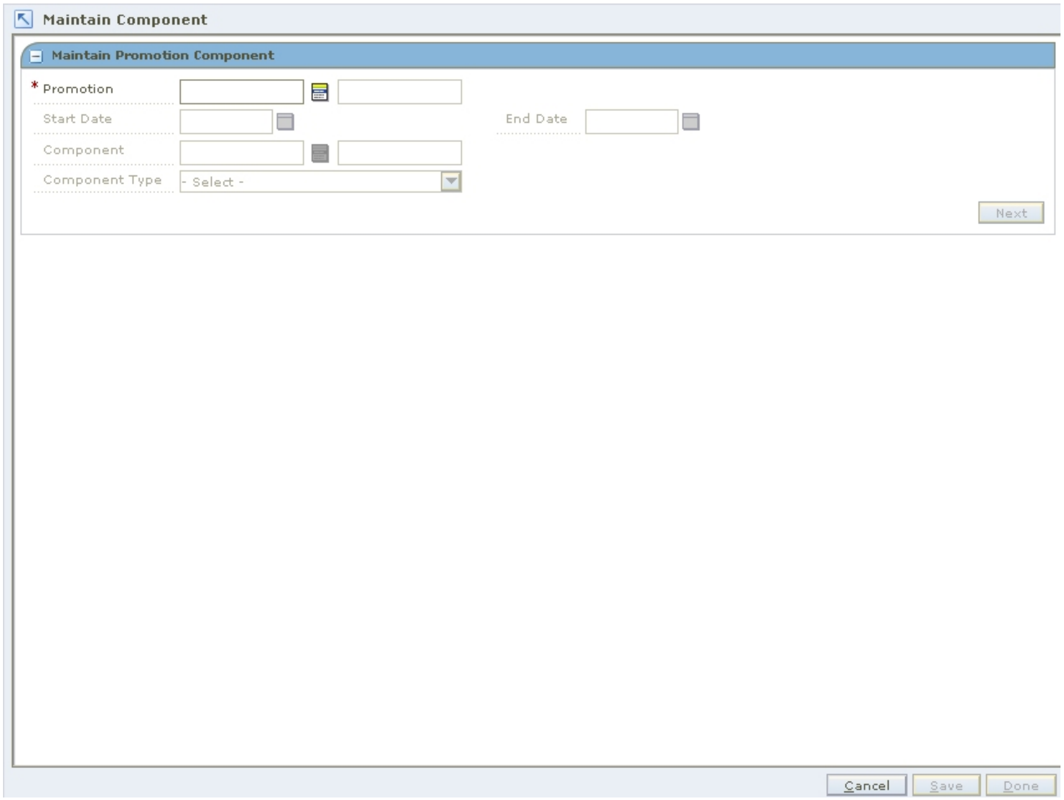
In this example, the customer buys either a hamburger **or** a chicken sandwich **and** an order of French fries. The reward is either a soft drink for 10 cents **or** ice cream for 25 cents.



Multi-Buy Example with AND and OR Conditions

Maintain a Promotion Component

Navigate: From the Task Pad, select Promotion > Maintain Component. The Maintain Component workspace opens.



Maintain Promotion Component Workspace

1. In the Promotion field, enter the ID of the promotion that the component is associated with, or click the LOV button and select a promotion.
2. In the Component field, enter the ID of the component you want to maintain, or click the LOV button and select a component.
3. Click **Next**. Additional component maintenance panes are displayed.

> **Note:** Collapse and expand areas and panes to view the information needed to complete the task.

Maintain Component Details

1. In the Promotion Component Detail Maintenance pane, edit the name of the component as necessary.
2. Enter the consignment rate used for the item while it is on promotion, if necessary.
3. To edit a specific record, select a record, or click **Select All** to make changes to all records on the table.
4. Click **Edit**.
5. Edit the enabled fields as necessary.
6. Click **Apply**.
7. Click **Done** to save any changes and close the workspace.

Delete Component Details

1. In the Promotion Component Detail Maintenance pane, select the record you want to delete:
   - To edit a specific record, select a record.
   - Click **Select All** to make changes to all records in the table.
2. Click **Delete**.
3. You are prompted to confirm your decision.
4. Click **Yes**. The item location is removed from the table.
5. Click **Done** to save any changes and close the workspace.

Define Item Exceptions and Exclusions

1. In the Promotion Component Detail Maintenance pane, select the record for which you want to create an item exception or exclusion. The Item Exceptions and Exclusion pane opens.
2. In the Location field, enter a location ID, or click the LOV button and select a location.

> **Note:** You can only create item exceptions or exclusions for items above the transaction level.

3. Create the exception or exclusion:
   - Click **Create Exceptions** to create an exception to the selected record.
   - Click **Create Exclusion** to create an exclusion.
4. The pane closes. In the Promotion Component Detail Maintenance pane exceptions and exclusions are indicated in the Exclusion/Exception Indicator column:
   - A down arrow indicates that the item/location records contains an exception or exclusion.
   - An up arrow indicates that the item/location records is an exception or exclusion.
5. Click **Done** to save any changes and close the pane.

Define Location Exceptions and Exclusions

1. In the Promotion Component Detail Maintenance pane, select the record for which you want to create a location exception or exclusion. The Location Exceptions and Exclusion pane opens.
2. In the Location field, enter a location ID, or click the LOV button and select a location.

> **Note:** You can only create location exceptions or exclusions for locations at the zone level.

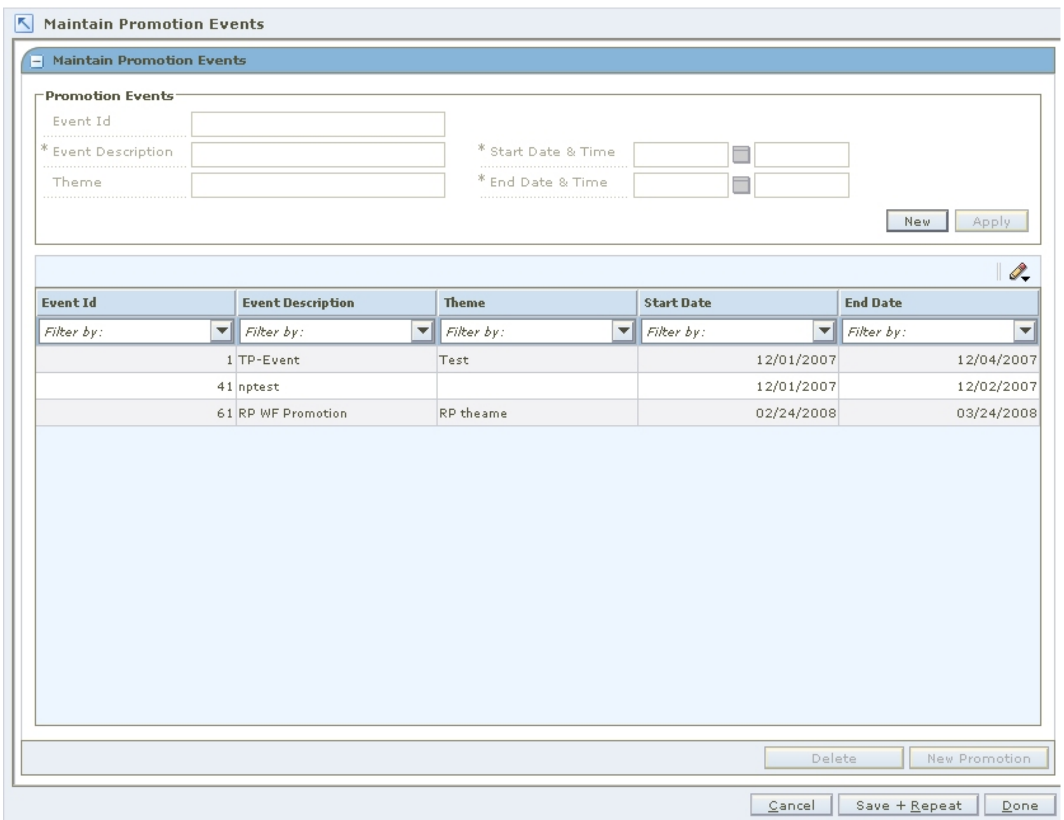
3. Create the exception or exclusion:
   - Click **Create Exceptions** to create an exception to the selected record.
   - Click **Create Exclusions** to create an exclusion.

4. The pane closes. In the Promotion Component Detail Maintenance pane exceptions and exclusions are indicated in the Exclusion/Exception Indicator column:
   - A down arrow indicates that the item/location records that contain an exception or exclusion.
   - An up arrow indicates that the item/location records that is an exception or exclusion.
5. Click **Done** to save any changes and close the pane.

Promotion Events

Create a Promotion Event

Navigate: From the Task Pad, select Promotion Events > Create/Maintain Events. The Maintain Promotion Events workspace opens.



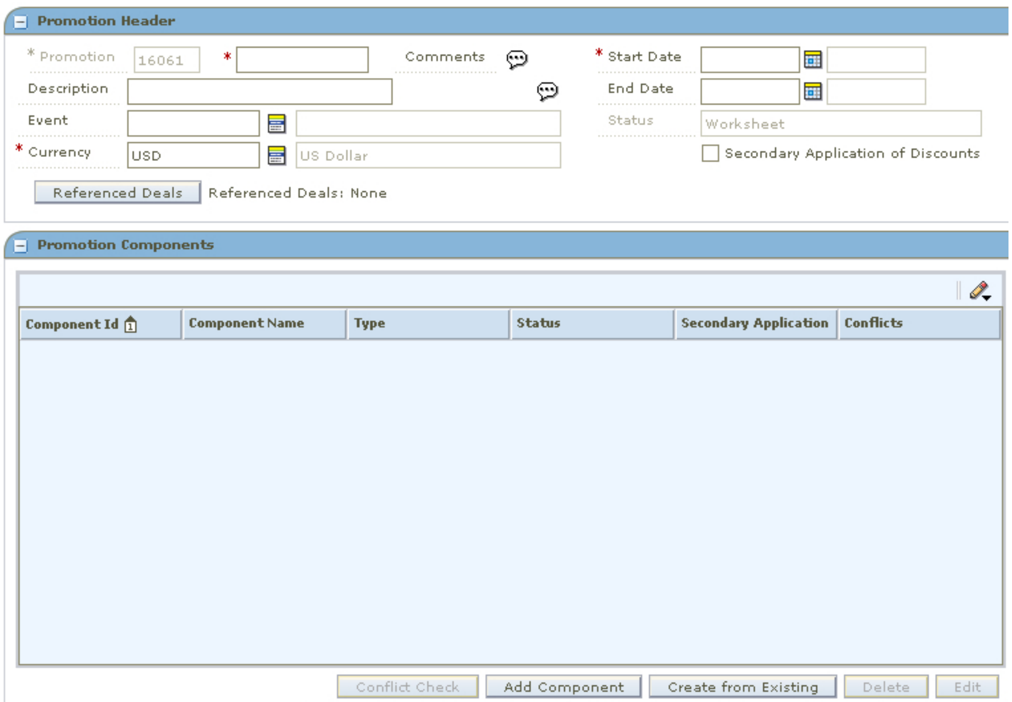
Maintain Promotion Events Workspace

1. In the Promotion Events section, click **New**.
2. In the Event Description field, enter a name for the event you are creating.
3. In the Theme field, enter any additional informative information about the event.
4. In the Start Date and Time fields:
   a. In the first field, enter the date the event starts, or click the LOV  button and select a date.
   b. In the second field, enter the time the event starts.

5. In the End Date and Time fields:
   a. In the first field, enter the date the event ends, or click the LOV button and select a date.
   b. In the second field, enter the time the event ends.
6. Click **Apply**. The promotion event is added to the table.
7. Click **Done** to save any changes and close the window.

Add a Promotion to an Event

1. In the Maintain Promotion Events pane, click **New Promotion**. The Create Promotion workspace opens.

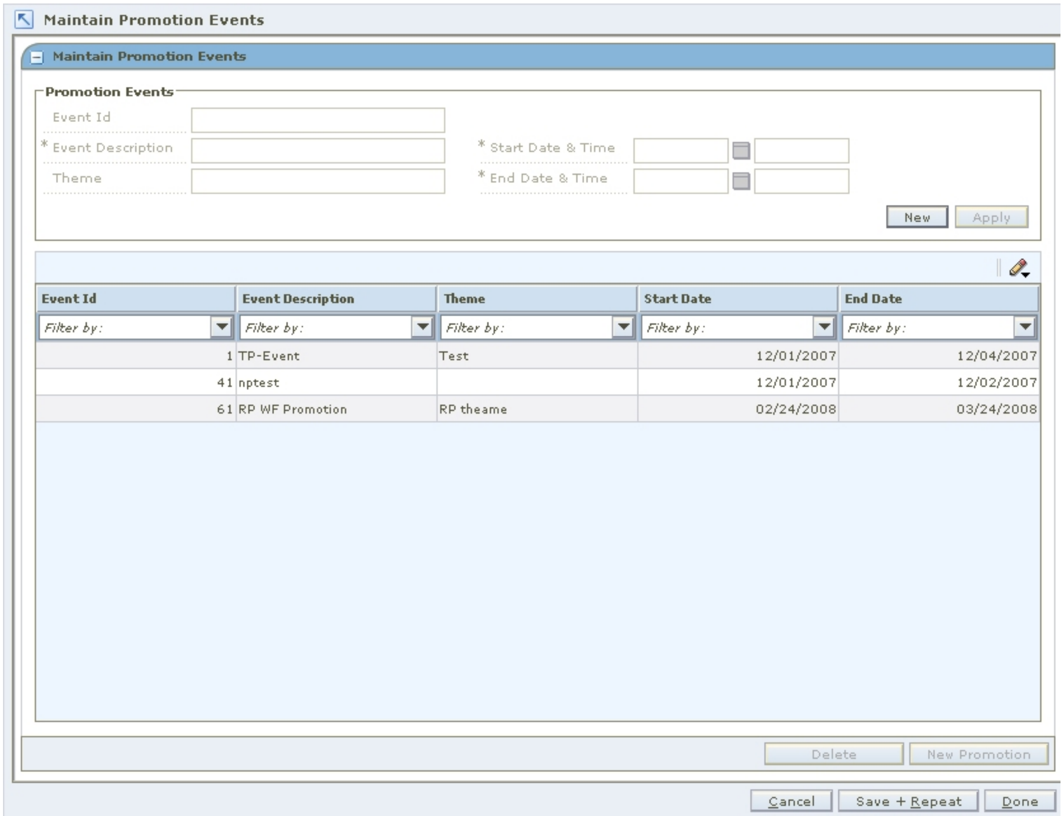


Create Promotion Workspace

2. Add details to create a promotion.

Maintain a Promotion Event

Navigate: From the Task Pad, select Promotion Events > Create/Maintain Events. The Maintain Promotion Events workspace opens.



Maintain Promotion Events Workspace

1. Select the event you want to maintain from the table.
2. In the Promotion Events area, edit the enabled fields as necessary.
3. Click **Apply**. Your changes are added to the promotion event and appear on the table
4. Click **Done** to save any changes and close the window.

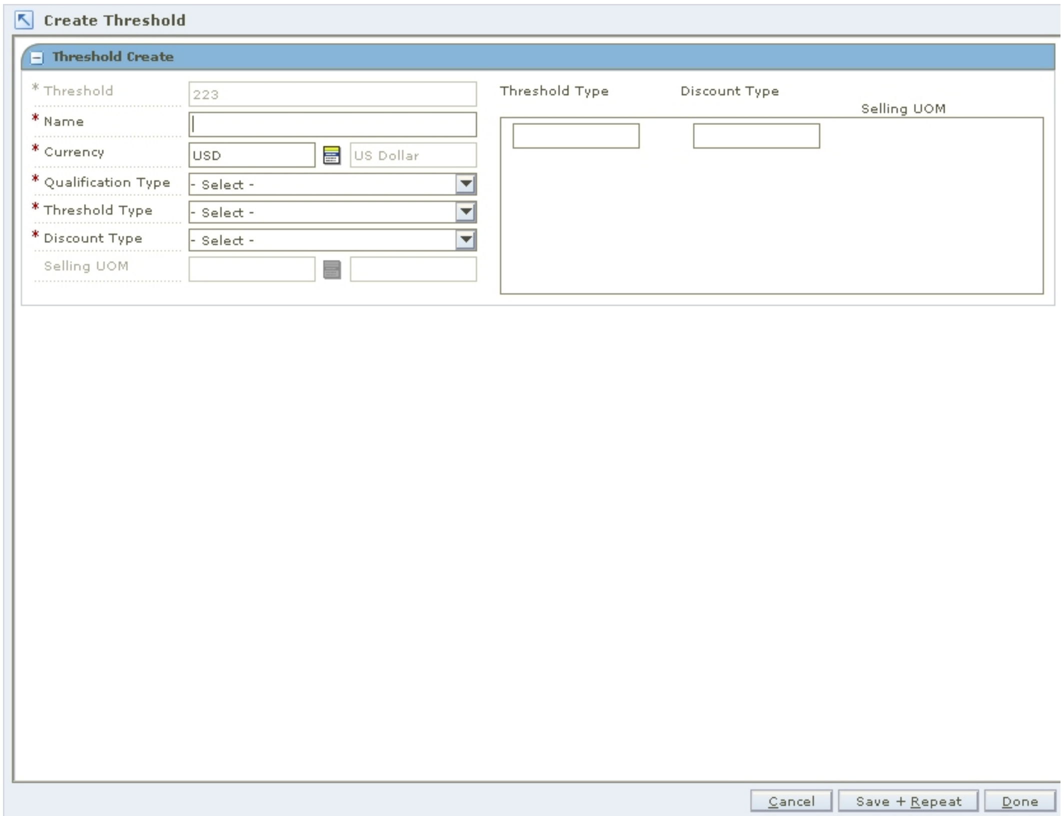
Delete a Promotion Event

1. Select the event you want to delete from the table.
2. Click **Delete**. You are prompted to confirm your decision.
3. Click **Yes**. The record is removed from the table.
4. Click **Done** to close the window.

Threshold Definition

Create a Threshold Definition

Navigate: From the Task Pad, select Promotion Threshold > Create Threshold. The Create Threshold workspace opens.



Create Threshold Workspace

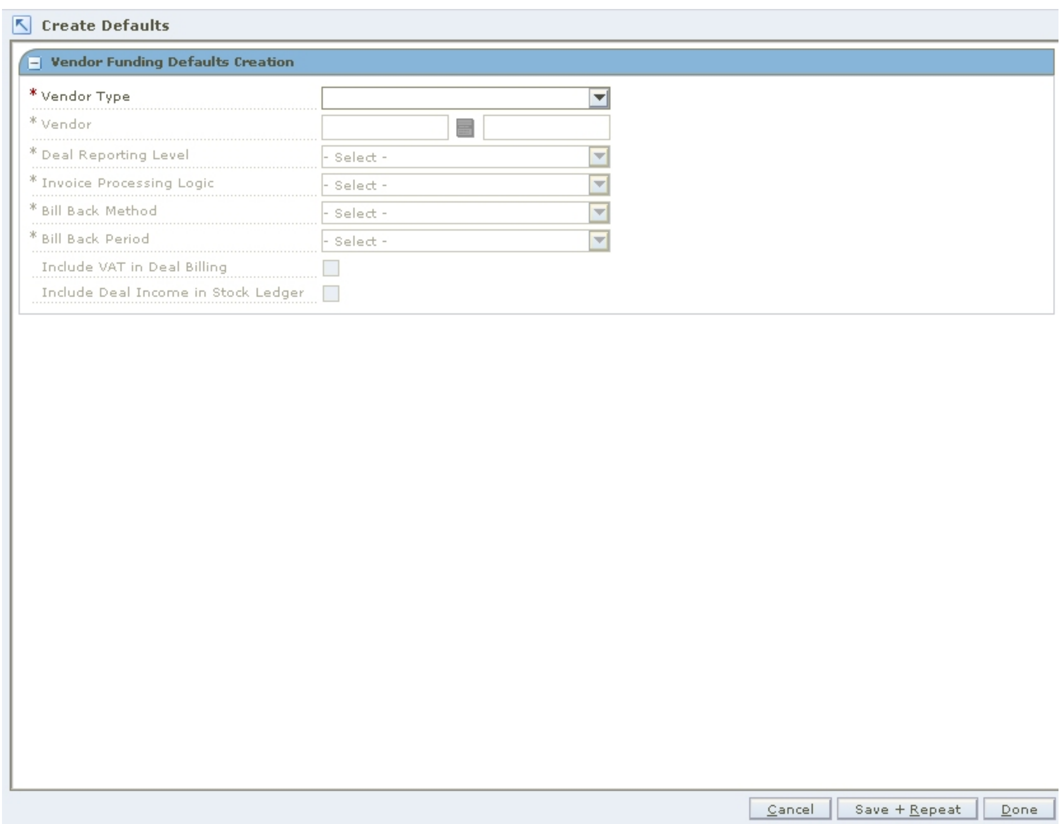
1. In the Name field, enter a description of the threshold you are creating.
2. In the Currency field, enter the ID of the appropriate currency, or click the LOV button and select a currency.
3. In the Qualification Type field, select how the threshold is met:
   - **Threshold Level:** All items on the promotion can be counted together to meet the terms of the threshold and have the promotion applied.
   - **Item Level:** Each item on the promotion must meet the threshold to have the discount applied.
4. In the Threshold Type field, select the measure that indicates how the threshold is met:
   - **Quantity:** A number of units of an item must be purchased by the customer from the retailer.
   - **Amount:** A value of the item must by purchased by the customer from the retailer.

5. In the Discount Type field, select the method used to determine the new price of the item.
   - **Percent Off:** A price for an item is changed by a percentage removed from the original price. The percent of change is determined by the percent entered in the Change Amount field.
   - **Amount Off:** A price for an item is changed by an amount removed from the original price. The amount of change is determined by the amount entered in the Change Amount field.
   - **Fixed Price:** The price for the item will be at a specified retail that will be defined in the change amount field.
6. If you choose Fixed Price in the Discount type field, you must enter the Selling UOM for the item.
7. In the threshold area on the right, enter the amount or quantity that needs to be purchased in the Threshold Type field.
8. In the Discount Type field, enter the percent off, amount off, or fixed price received.
9. Press **Tab** to add additional threshold levels.
10. Click **Done** to save any changes and close the window.

Vendor Funding Defaults

Create Vendor Funding Defaults

Navigate: From the Task Pad, select Vendor Funding Defaults > Create Defaults. The Create Defaults workspace opens.

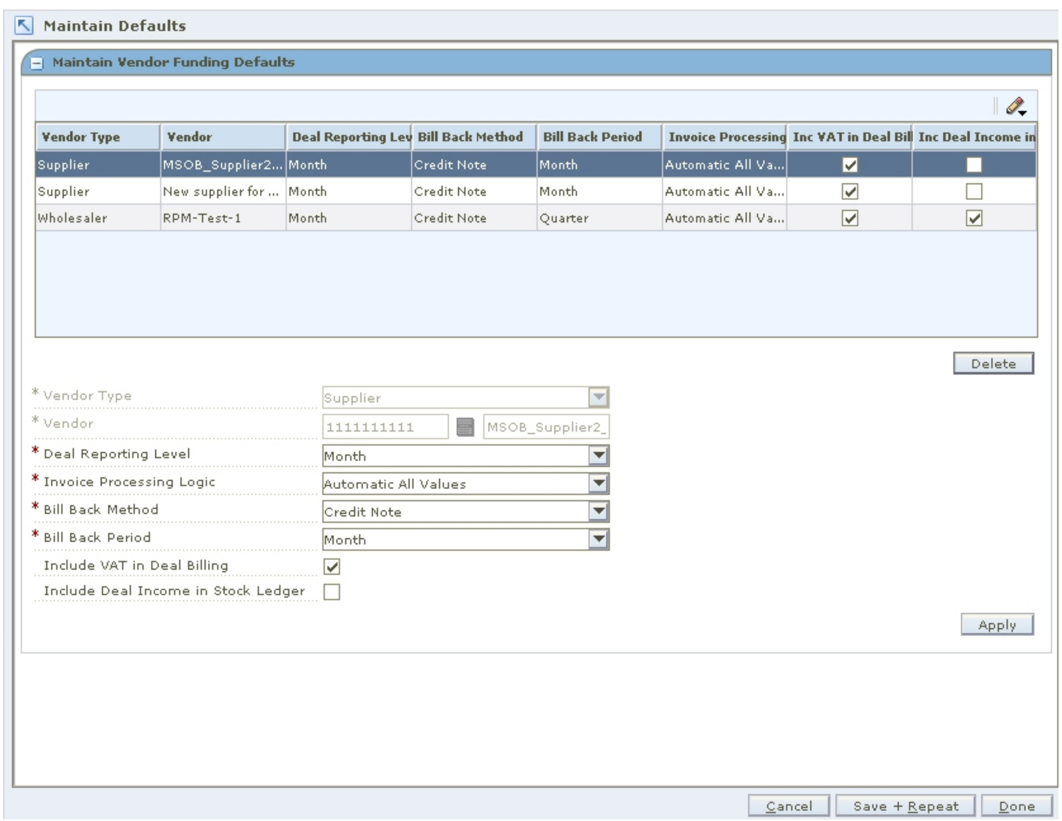


Create Defaults Workspace

1. In the Vendor Type field, select the type of vendor that is contributing to the promotion.
2. In the Vendor field, enter the ID of the vendor, or click the LOV button and select a vendor.
3. In the Deal Reporting Level field, select the frequency of deal reporting.
4. In the Bill Back Method field, select the type of invoice that is created for the supplier.
5. In the Bill Back Period field, select the frequency that the vendor is charged for the bill back.
6. In the Invoice Processing Logic field, select the method used to create invoices. Invoices are created automatically, manually, or not at all depending on the option selected.
7. Select the Include VAT in Deal Billing check box to indicate that VAT should be included in the invoice information.
8. Select the Include Deal Income in Stock Ledger check box to indicate that deal income accrual should be written to the stock ledger.
9. Click **Done** to save any changes and close the window.

Edit Vendor Funding Defaults

Navigate: From the Task Pad, select Vendor Funding Defaults > Maintain Defaults. The Maintain Defaults workspace opens.



Maintain Defaults Workspace

1. On the table, select a vendor. The details area is enabled.

2. Update the enabled fields as necessary.
3. Click **Apply** to add your changes to the table.
4. Click **Done** to save any change and close the window.

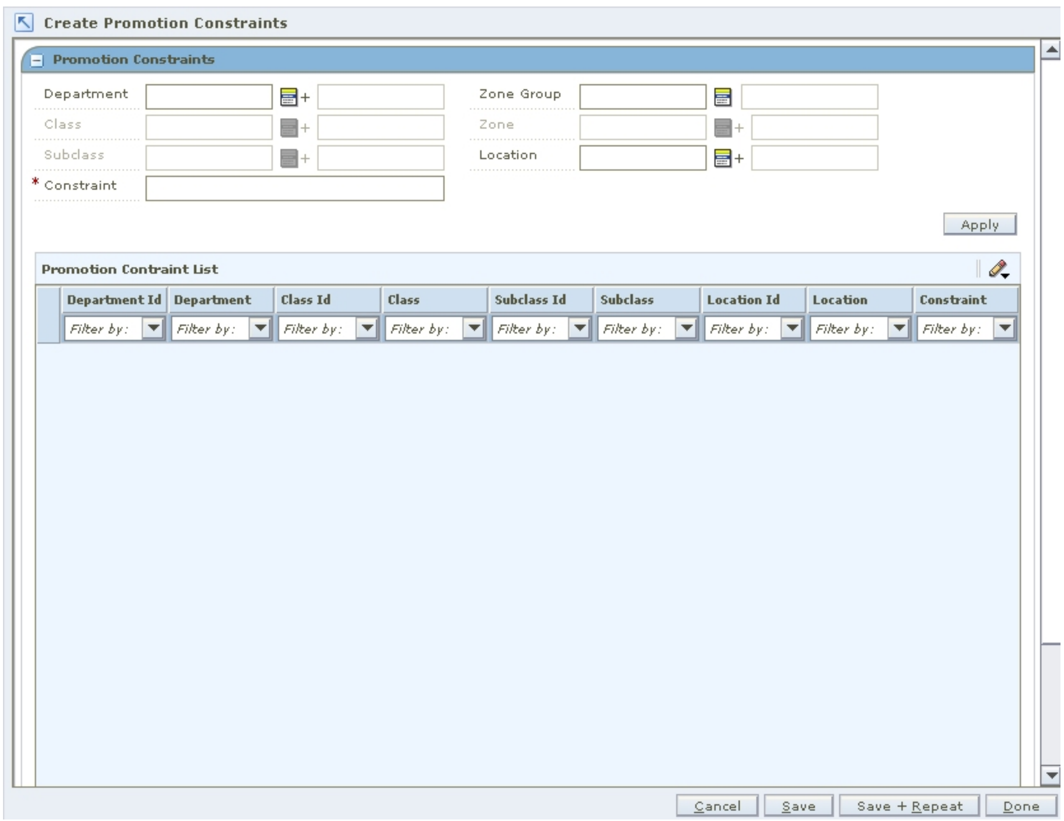
Delete a Vendor Funded Default

1. On the table, select a vendor.
2. Click **Delete**. You are prompted to confirm your decision.
3. Click **Yes**.
4. Click **Done** to save any change and close the window.

Promotion Constraints

Create a Promotion Constraint

Navigate: From the Task Pad, select Promotion Constraints > Maintain Promotion Constraints. The Create Promotion Constraints workspace opens.



Create Promotion Constraints Workspace

1. Enter the ID of the merchandise level the promotion constraint should apply to, or click the LOV +button and select the appropriate merchandise level
2. In the Location Selection area, select the locations the promotion constraint should apply to.
   - **Zone Group:** Enter the ID of the zone group the constraint should apply to, or click the LOV button and select a zone group.

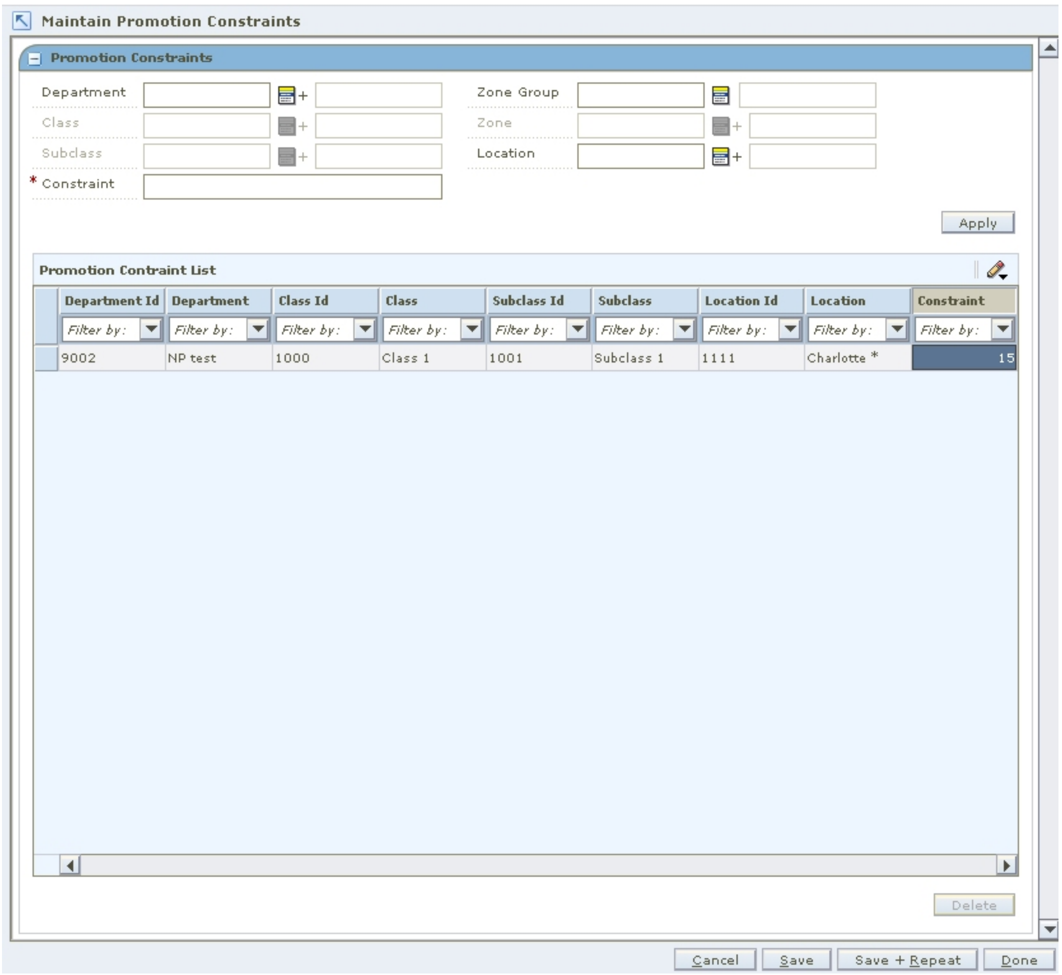
- **Zone:** Enter the ID of the zone the constraint should apply to, or click the LOV button and select a zone.
- **Location:** Enter the ID of the location the constraint should apply to, or click the LOV button and select a location.

3. In the Constraint field, enter the number of days for the promotion constraint.
4. Click **Apply**. A row is added to the table.
5. Click **Save**.
6. Click **Done** to close the workspace.

Maintain a Promotion Constraint

Search for a Promotion Constraint

Navigate: From the Task Pad, select Promotion Constraints > Maintain Promotion Constraints. The Maintain Promotion Constraints workspace opens.



Maintain Promotion Constraints Workspace

1. Enter or select the criteria to limit your search.
2. Click **Search**. Your results appear in the Promotion Constraints list.

Maintain a Promotion Constraint

1. Select the promotion constraint you want to edit.
2. Edit the Constraint value as needed.
3. Click **Save**.
4. Click **Done** to close the workspace.

Delete a Promotion Constraint

1. In the Promotion Constraints table, select the row you want to delete by clicking the box to the left of the row. Press and hold the Ctrl key while selecting to select multiple rows. Click **Select All** to select all the rows.
2. Click **Delete**. You are prompted to confirm your decision.
3. Click **Yes**.
4. Click **Done** to close the workspace.

10

Oracle Retail Security Manager

Oracle Retail Security Manager

Oracle Retail Security Manager (RSM) gives the system administrator a single point of security management for RPM. Users with like functions are grouped together into roles. The roles are then assigned the types of permissions needed for each workflow and for the data within an application.

Access to RSM is restricted to those with appropriate security privileges.

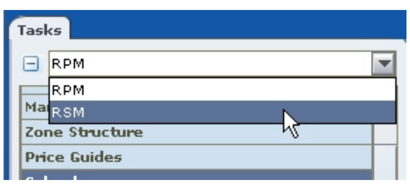
Business Processes

- Maintain roles
- Add workflow permissions to a role
- Add data permissions to a role
- Assign users to a role

Access RSM

Oracle Retail Security Manager (RSM) is integrated into the RPM application. If you have the necessary security privileges, you can switch between RPM and RSM at any time during your RPM session. (There is no separate login required for RSM, and you cannot start RSM separately from RPM.)

To switch between RPM and RSM, select from the drop-down on the Task Pad.



RPM - RSM Task Switch Drop-Down

Role Administration

Roles

A role is a way to group workflows and actions of applications. When you create a role, you assign it a name. Each role can be used to give different levels of permissions to users who have that role. After you create the role, you can:

- Define the workflows for a role
- Define the data permissions for a role
- Assign roles to users

> **Note:** Permissions are assigned to roles, then users are assigned roles. Permissions are not assigned directly to users.

- Create a Role
- Edit a Role

Workflows and Actions

A workflow is a secured task or group of tasks in an application. An action is the type of ability to which users associated with a role have access in an application work flow. When the role, workflow, and action are associated, users assigned to the role can complete their work.

Each application that uses RSM provides a list of workflows and actions that a user assigned to the appropriate role can access through RSM.

There are six types of actions that can be assigned to a role and workflow:

- **Access:** Users associated with the role have access to the application, but are not allowed see any secured information within a workflow. Users must have access to an application in order to have any of the other permission types.

> **Note:** This action is the lowest level of permission a user associated with a role can have. You must assign Access to a role before any of the other permissions are available.

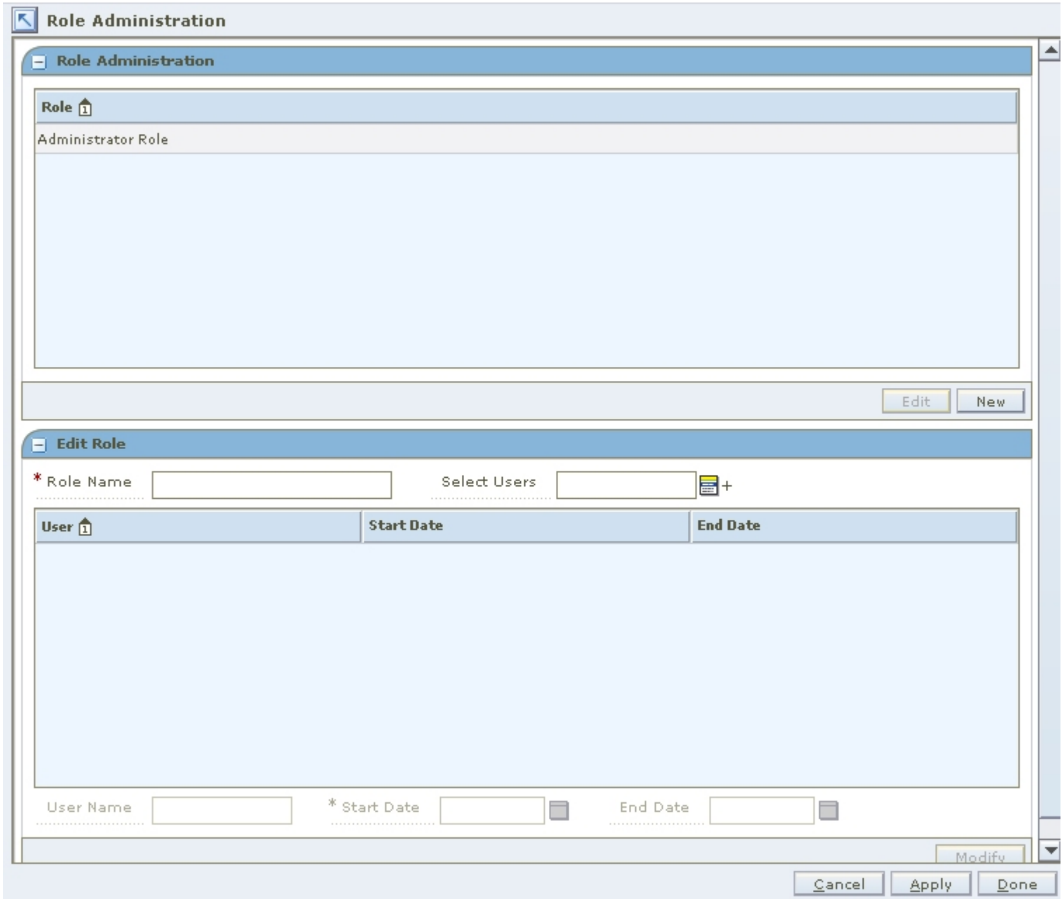
- **Edit:** Users associated with the role are allowed to create, update, and save any changes to a workflow.
- **View:** Users associated with the role are allowed to see to all secured information in a workflow, but not make any changes to the data in the workflow.
- **Approve:** Users associated with the role are allowed to change the status of a workflow to Approved.
- **Submit:** Users associated with the role are allowed to change the status of a workflow from Worksheet to Submitted.
- **Emergency:** Users associated with the role are granted special access that goes beyond normal day-to-day access to functionality. This allows users to bypass normal delays in processing.

> **Note:** Permissions are assigned to roles, then users are assigned to roles. Permissions are not assigned directly to users.

- Add workflow permissions to a role
- Delete a workflow and associated action from a role

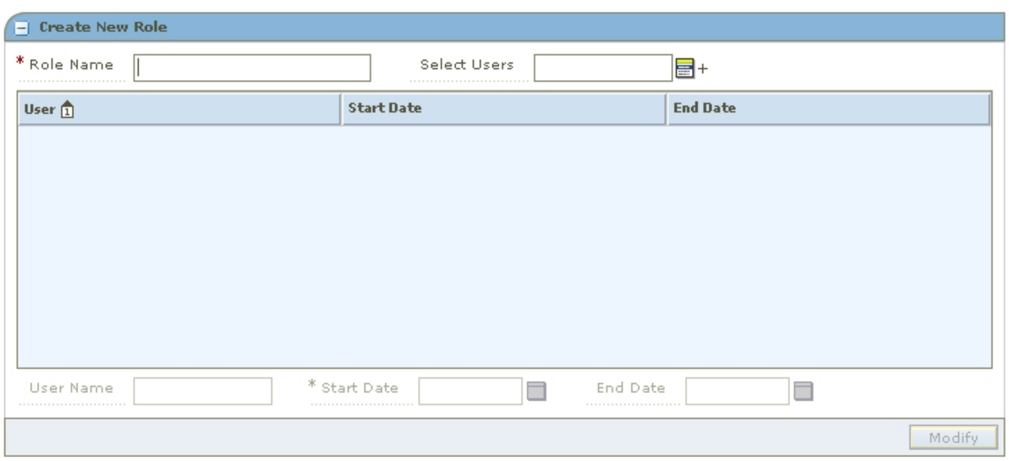
Create a Role

Navigate: From Tasks, select Role Administration > Role Administration. The Role Administration workspace opens.



Role Administration Workspace

1. In the Role Administration workspace, click **New**. The Create New Role pane opens.



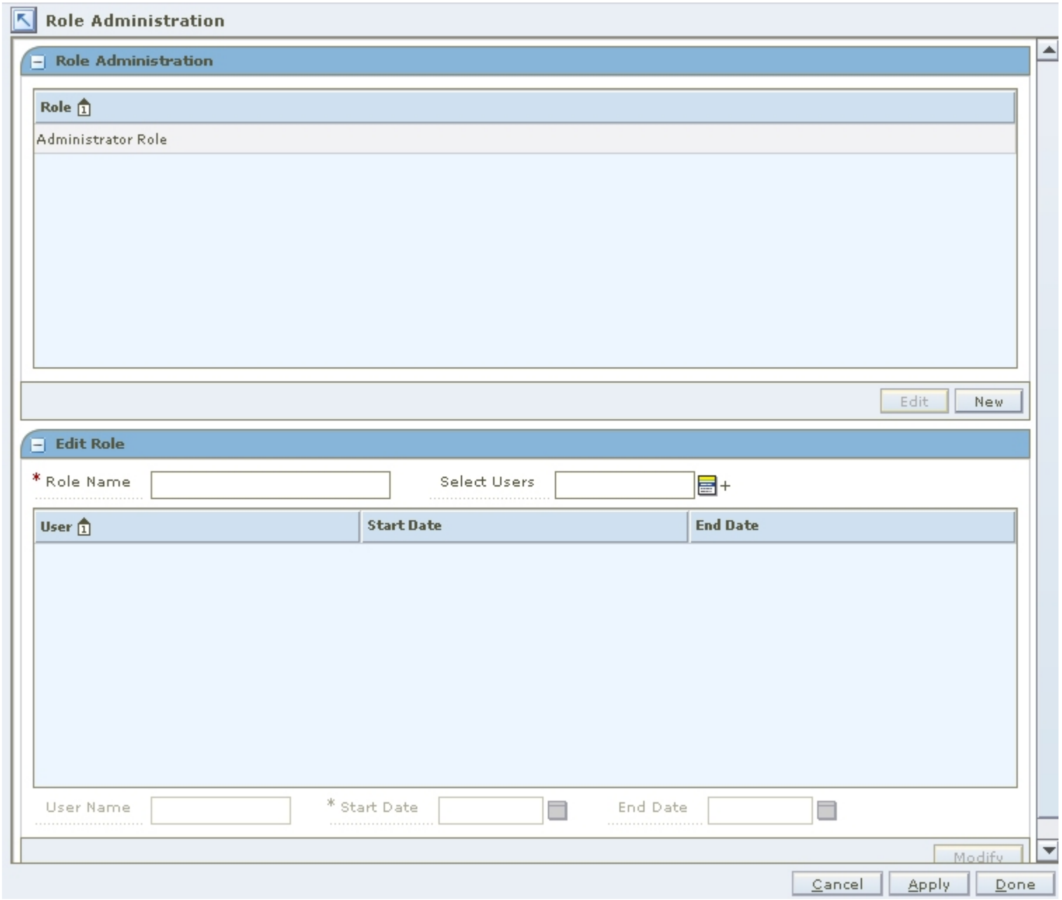
Create New Role Pane

2. In the Role Name field, enter the name of the new role you are creating.

3. Click the LOV button next to the Select Users field.
   a. Select a user from the left column.
   b. Click the right arrow button . The user is listed in the right (selected users) column.
   c. Repeat steps a and b until all users assigned to the role are selected.
   d. Click **Select**. The user names appear in the table.
4. Modify the end date of a user.
   a. Select a user name from the table.
   b. Enter a different start date in the Start Date field, or click the calendar button and select a date.
   c. Enter an end date in the End Date field, or click the calendar button and select a date. The End Date field can be left blank.
5. Click **Modify**. The role is added to the list of roles.
6. Apply your changes by doing one of the following:
   - Click **Apply**. The new role is saved.
   - Click **Done**. The new role is saved and the workspace is closed.

Edit a Role

Navigate: From Tasks, select Role Administration > Role Administration. The Role Administration workspace is displayed.

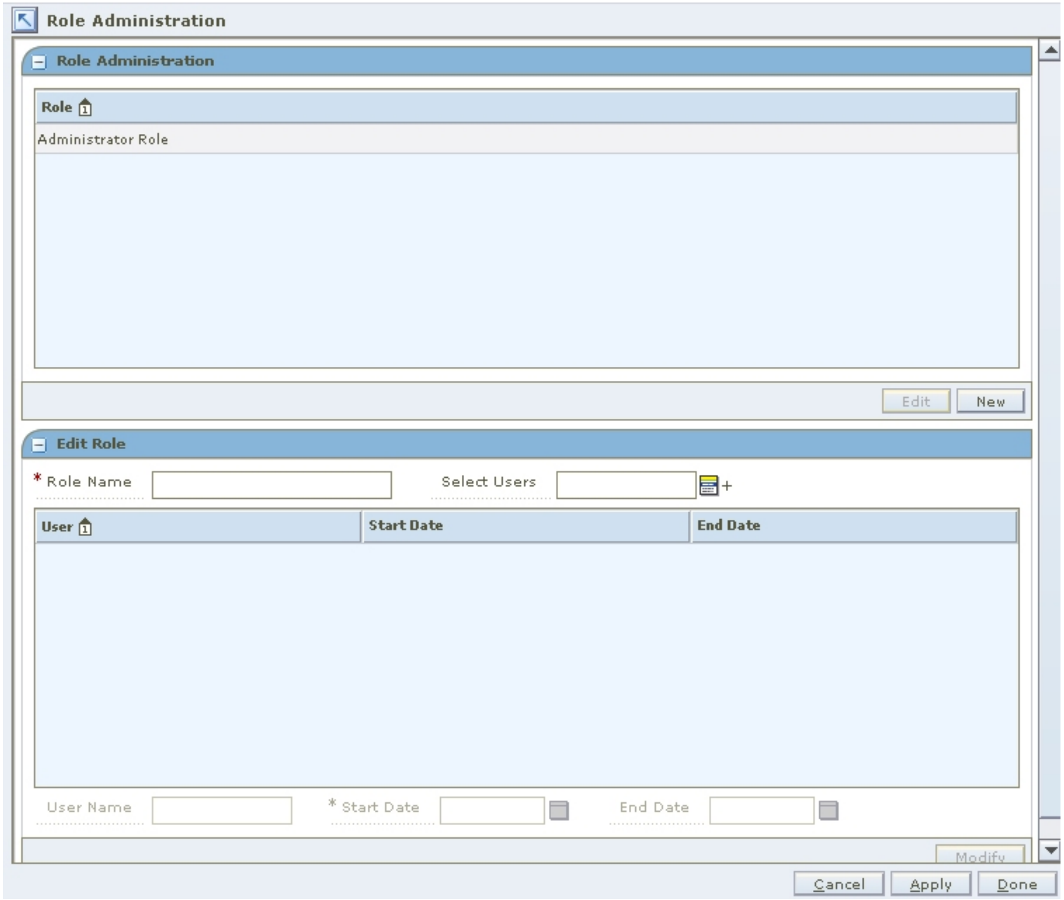


Role Administration Workspace

1. In the Role Administration pane, select a role.
2. Click **Edit**. The role name is displayed in the Edit Role pane. (You can also double-click on the role you want to edit.)
3. Edit the role as needed:
   - Add users to a role
   - Remove users from a role
   - Change the name of the role by editing the Role Name field.
4. Apply your changes by doing one of the following:
   - Click **Apply**. The changes to the role are saved.
   - Click **Done**. The changes to the role are saved and the workspace is closed.

Add Users to a Role

Navigate: From Tasks, select Role Administration > Role Administration. The Role Administration workspace is displayed.

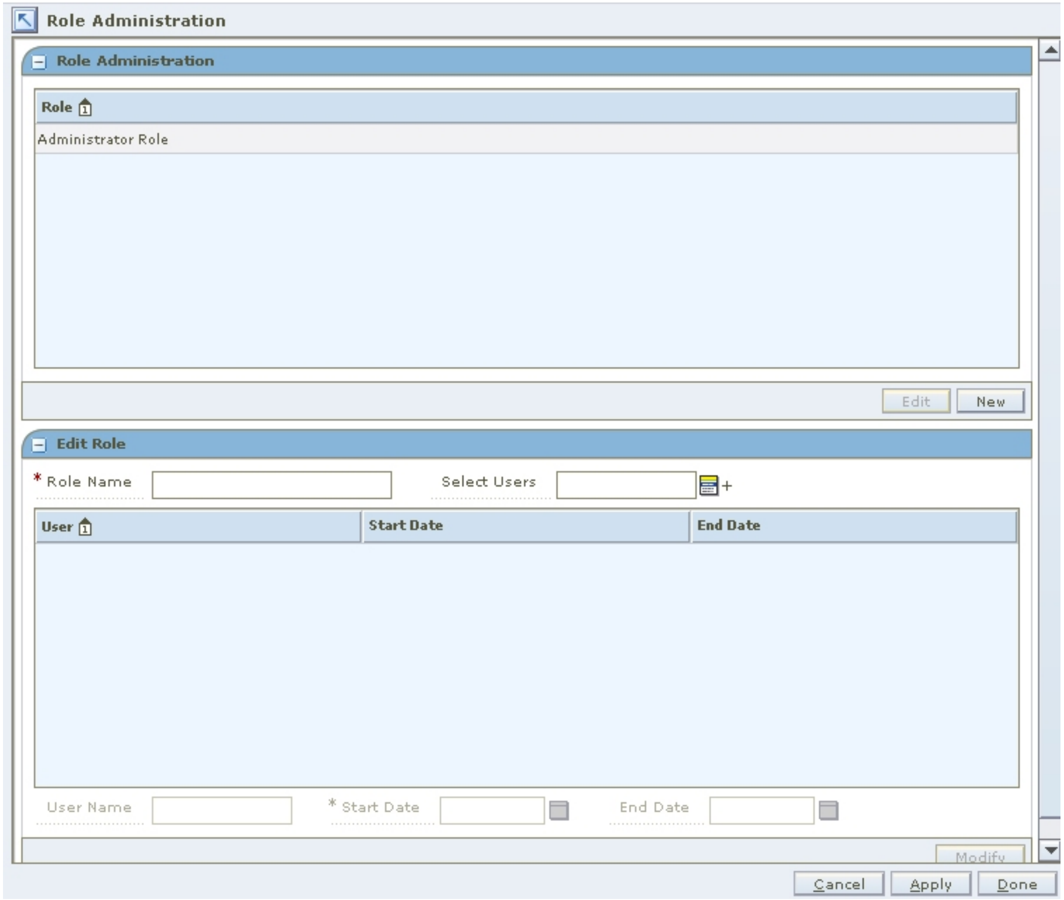


Role Administration Workspace

1. Click the LOV button next to the Select Users field.
2. Select a user to add from the left (available users) column.
3. Click the right arrow button . The user is displayed in the right (selected users) column.
4. Click **Select**. The users are added to the role.
5. Apply your changes by doing one of the following:
   - Click **Apply**. The changes are saved.
   - Click **Done**. The changes are saved and the workspace is closed.

Remove Users from a Role

Navigate: From Tasks, select Role Administration > Role Administration. The Role Administration workspace is displayed.

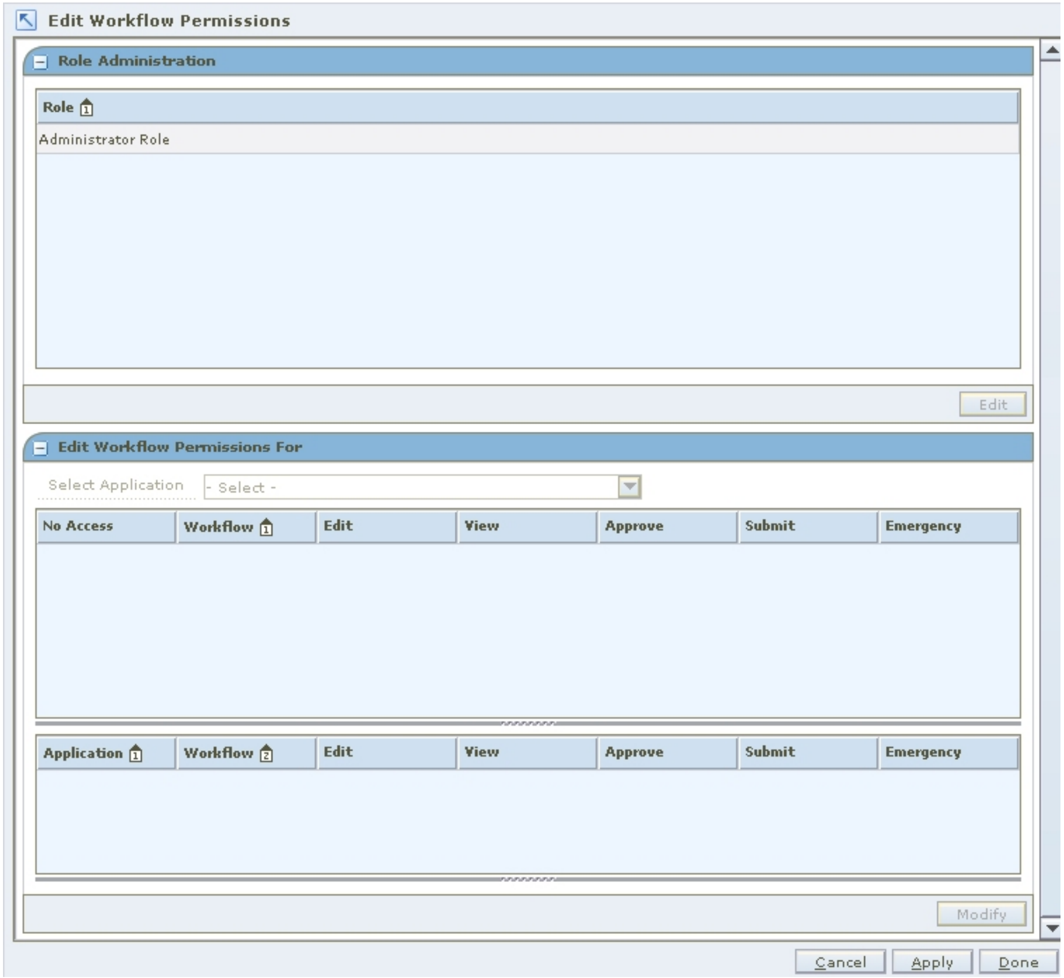


Role Administration Workspace

1. Click the LOV button next to the Select Users field.
2. Select a user to add from the right (selected users) column.
3. Click the left arrow button . The user is displayed in the right (available users) column.
4. Click **Select**. The users are removed from the role.
5. Apply your changes by doing one of the following:
   - Click **Apply**. The changes are saved.
   - Click **Done**. The changes are saved and the workspace is closed.

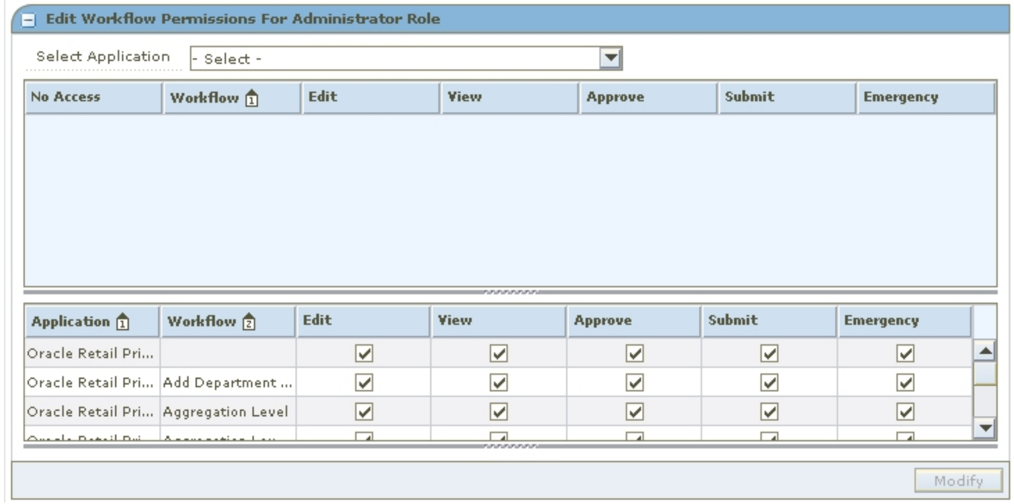
Add Workflow Permissions to a Role

Navigate: From Tasks, select Role Administration > Edit Workflow Permissions. The Edit Workflow Permissions workspace is displayed.



Edit Workflow Permissions Workspace

1. In the Role area, select a role.
2. Click **Edit**. Information is displayed on the Edit Workflow Permissions For pane. (You can also double-click the role you want to edit.)



Edit Workflow Permissions For Pane

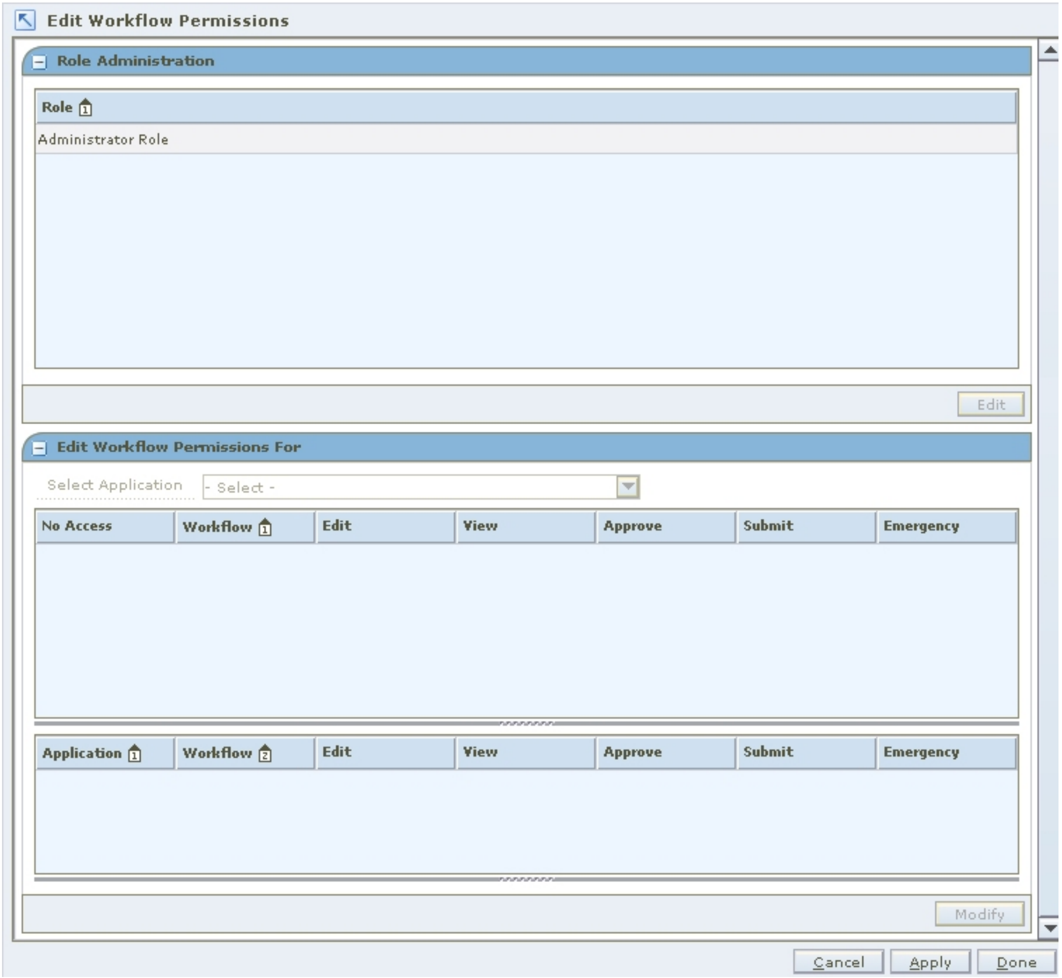
3. Select the application with the workflows you want to add to the role from the Select Workflows drop-down. Workflows for the application are displayed below.
4. Select the check box for each action you want to assign to the role.

> **Note:** You must assign the Access action for the other assigned actions to be available to users in the role.

5. Apply your changes by doing one of the following:
   - Click **Apply**. The changes to the role are saved.
   - Click **Done**. The changes to the role are saved and the workspace is closed.

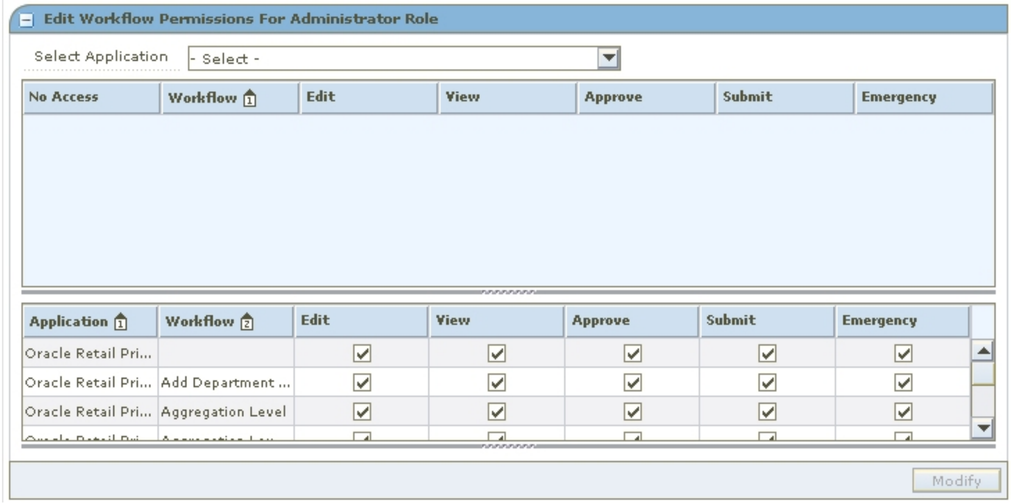
Delete a Workflow and Associated Action from a Role

Navigate: From Tasks, select Role Administration > Edit Workflow Permissions. The Edit Workflow Permissions workspace is displayed.



Edit Workflow Permissions Workspace

1. In the Role area, select a role.
2. Click **Edit**. (You can also double-click on the role you want to edit.)
3. In the lower pane, select the application with the workflows you want to add to the role from the Select Workflows drop-down. Workflows for the application are displayed in the Edit Workflow Permissions For pane.

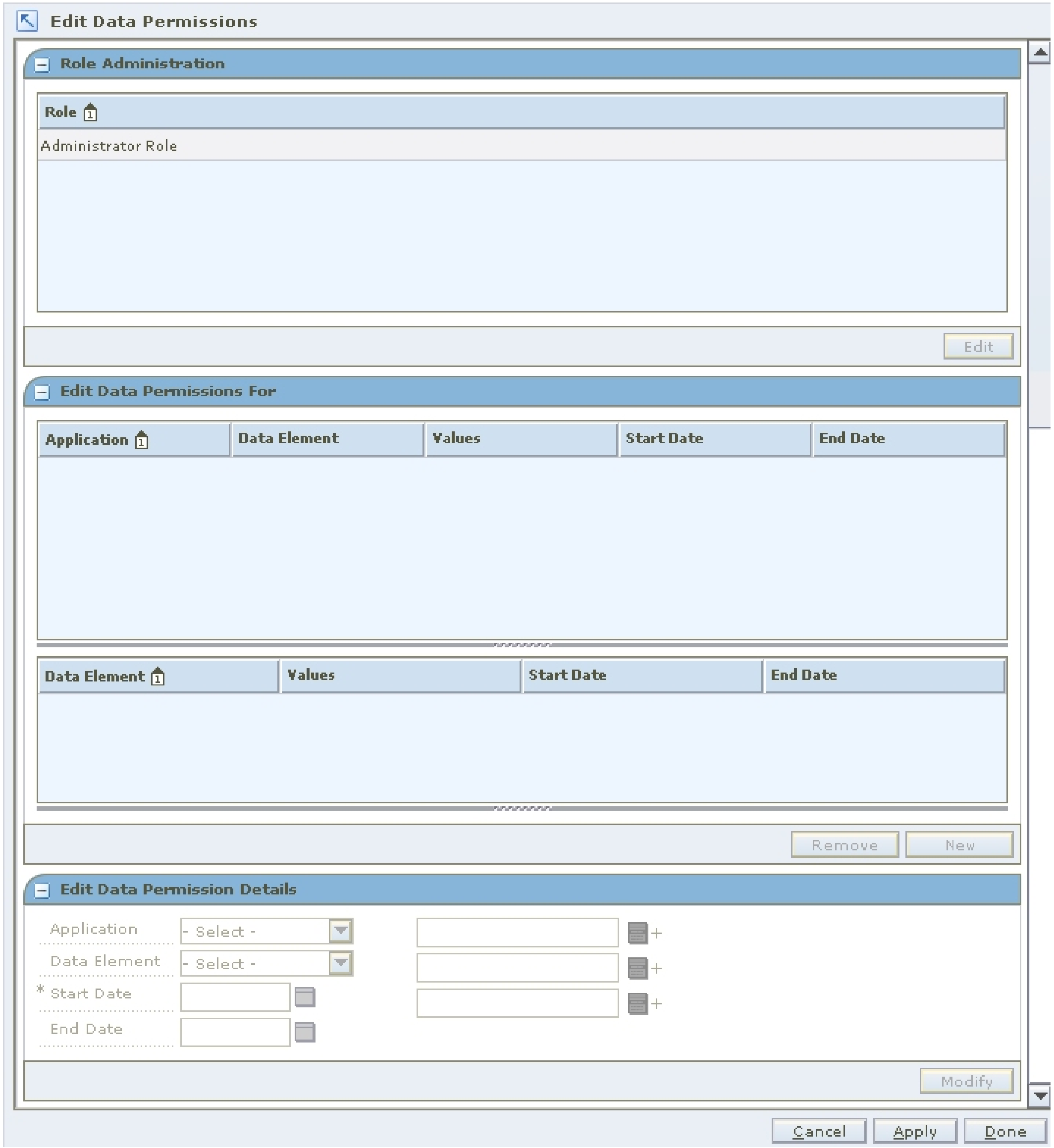


Edit Workflow Permissions For Pane

4. Deselect the check boxes for each type of action you want to remove from the role.
5. Apply your changes by doing one of the following:
   - Click **Apply**. The changes to the role are saved.
   - Click **Done**. The changes to the role are saved and the workspace is closed.

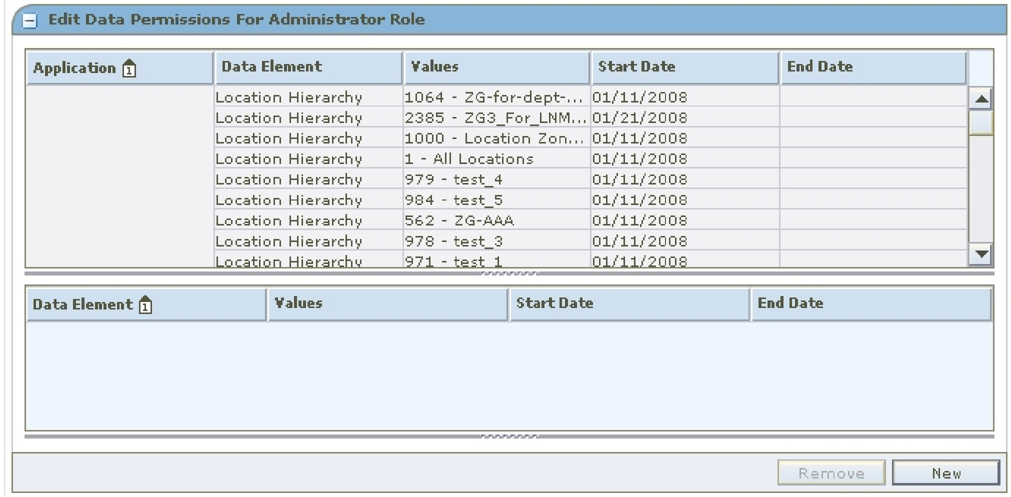
Add Data Permissions to a Role

Navigate: From Tasks, select Role Administration > Edit Data Permissions. The Edit Data Permissions workspace is displayed.



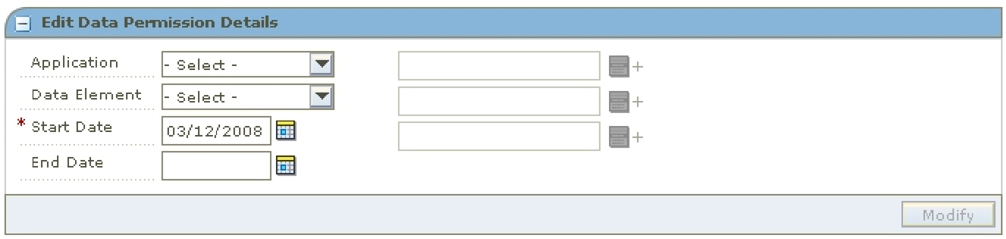
Edit Data Permissions Workspace

1. In the Role area, select a role.
2. Click **Edit**. Information is displayed in the Edit Data Permissions For pane. (You can also double-click on the role you want to edit.)



Edit Data Permissions For Pane

3. Click **New**. The Edit Data Permission Details pane is enabled.

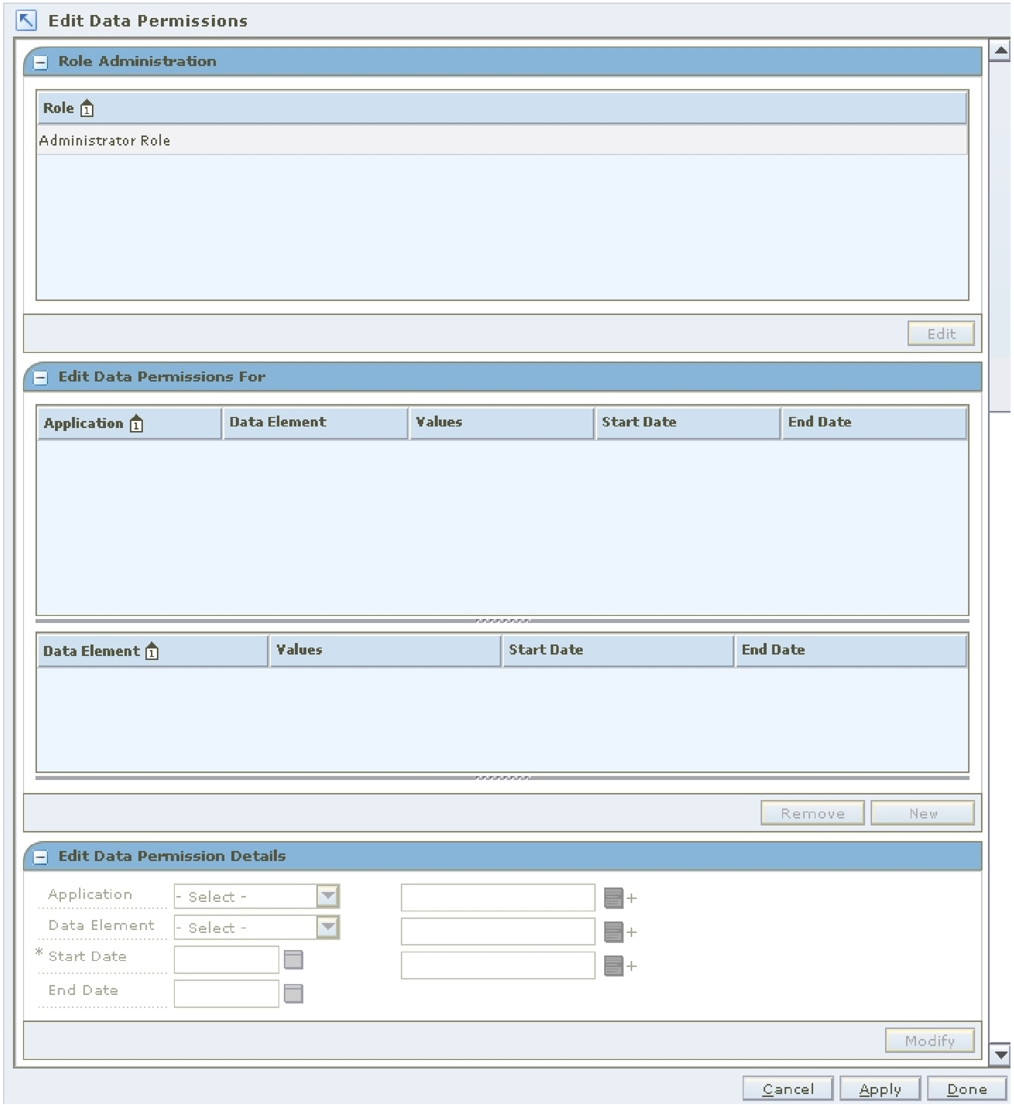


Edit Data Permission Details Pane

4. Select an application from the Application drop-down.
5. Select a data element from the Data Element drop-down.
6. Enter a date in the Start Date field, or click the calendar button and select a date.
7. Enter a date in the End Date field, or click the calendar button and select a date. (You can leave the End Date field blank.)
8. Enter information in the rest of the enabled fields as required.
9. Apply your changes by doing one of the following:
   - Click **Apply**. The changes to the role are saved.
   - Click **Done**. The changes to the role are saved and the workspace is closed.

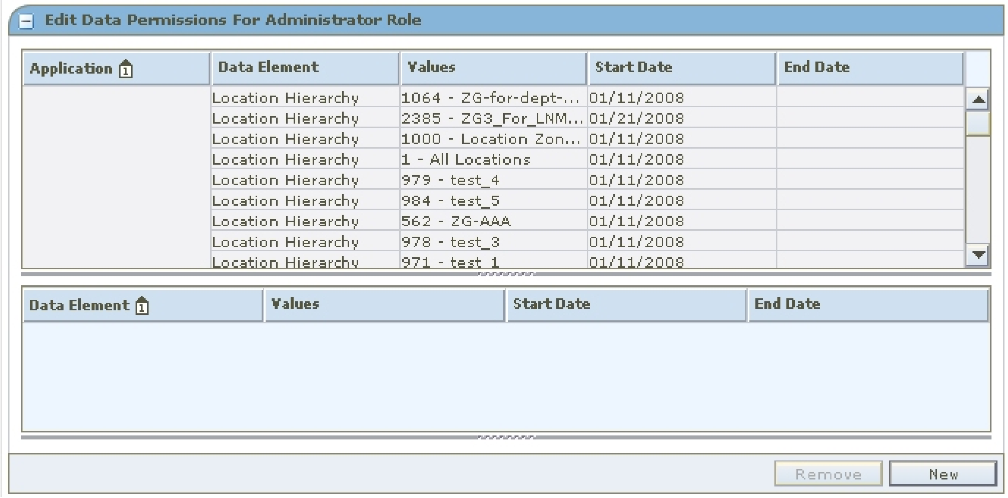
Delete a Data Permission from a Role

Navigate: From the Task Pad, select Role Administration > Edit Data Permissions. The Edit Data Permissions workspace is displayed.



Edit Data Permissions Workspace

1. In the Role area, select a role.
2. Click **Edit**. Information is displayed on the Edit Data Permissions For pane. (You can also double-click on the role you want to edit.)



Edit Data Permissions For Pane

3. Select the application from the Application drop-down list.
4. Select the data permission you want to remove from the Data Element drop-down list.
5. Click **Remove**. The data permission is removed from the list.
6. Apply your changes by doing one of the following:
   - Click **Apply**. The changes to the role are saved.
   - Click **Done**. The changes to the role are saved and the workspace is closed.

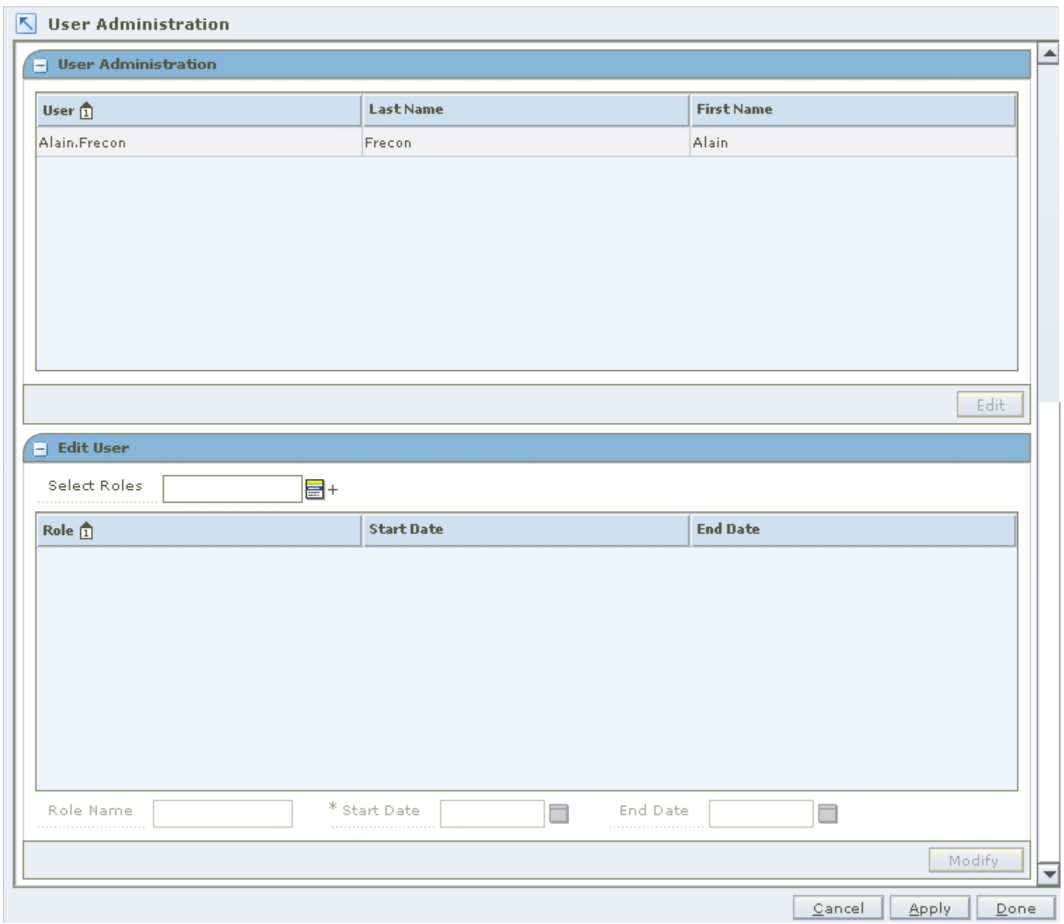
User Administration

Assign Roles to Users

Users are not created in RSM. Rather, RSM looks up users in a directory service that complies with Lightweight Directory Access Protocol (LDAP). RSM retrieves the user information from the LDAP directory. You can then assign roles to the user.

> **Note:** For additional information on RSM and LDAP-compliant directories, see the RSM Operations Guide.

Navigate: From Tasks, select User Administration > User Administration. The User Administration workspace is displayed.



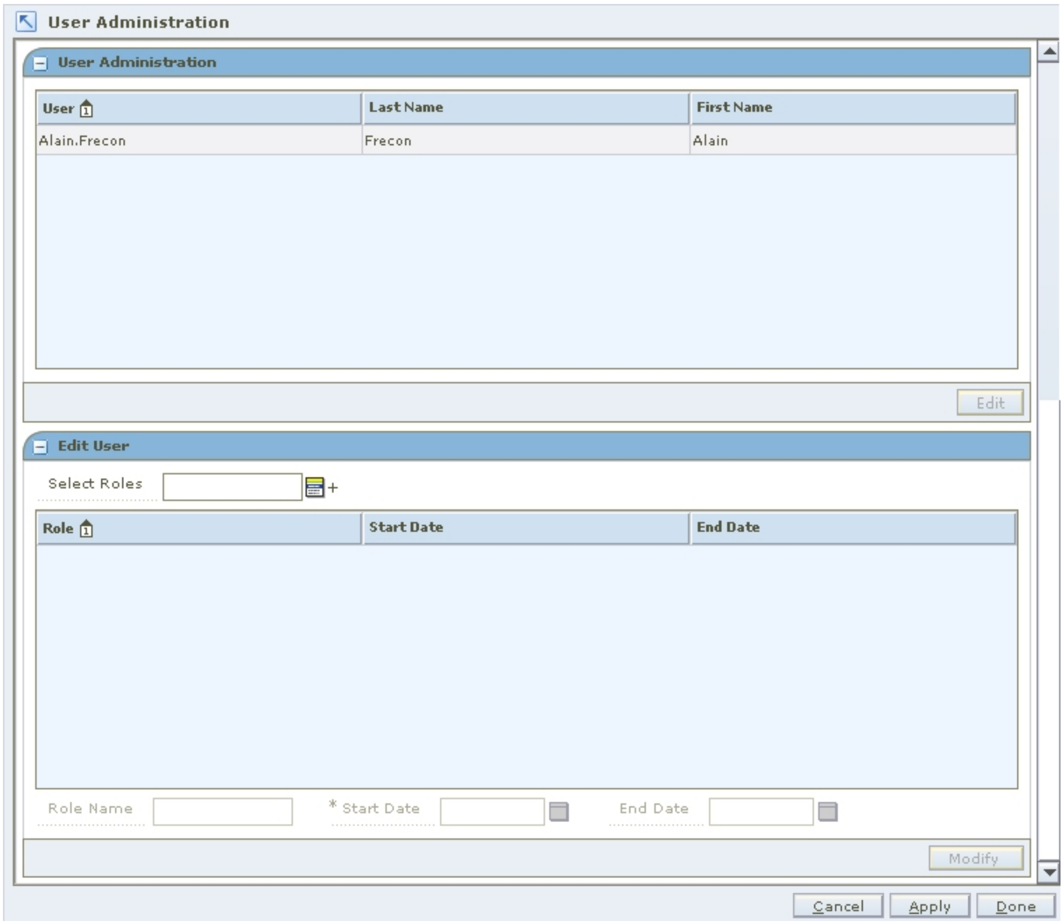
User Administration Workspace

> **Note:** Permissions are assigned to roles, then users are assigned to roles. Permissions are not assigned directly to users.

Add Roles to a User

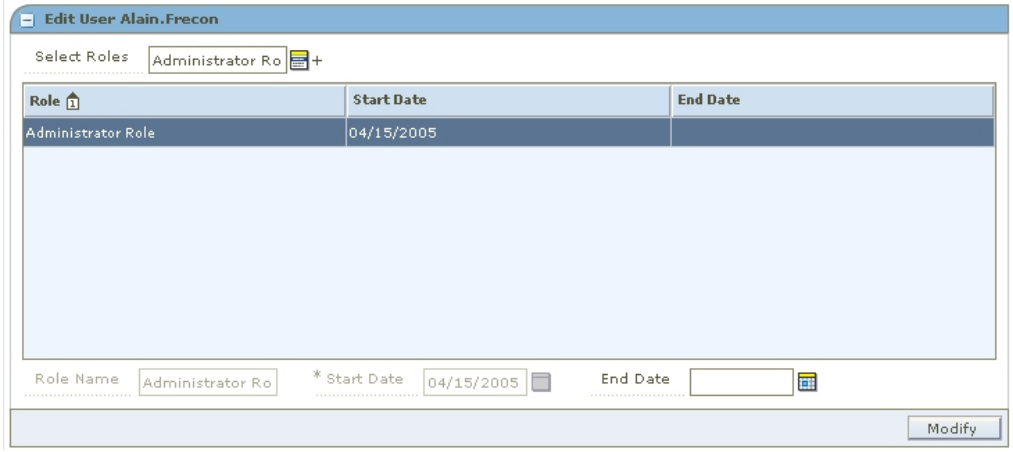
Note: Permissions are assigned to roles, then users are assigned to roles. Permissions are not assigned directly to users.

Navigate: From Tasks, select User Administration > User Administration. The User Administration workspace opens.



User Administration Workspace

1. In the User Administration pane, select a user.
2. Click **Edit**. The Edit User pane is enabled. (You can also double-click on the user you want to edit.)

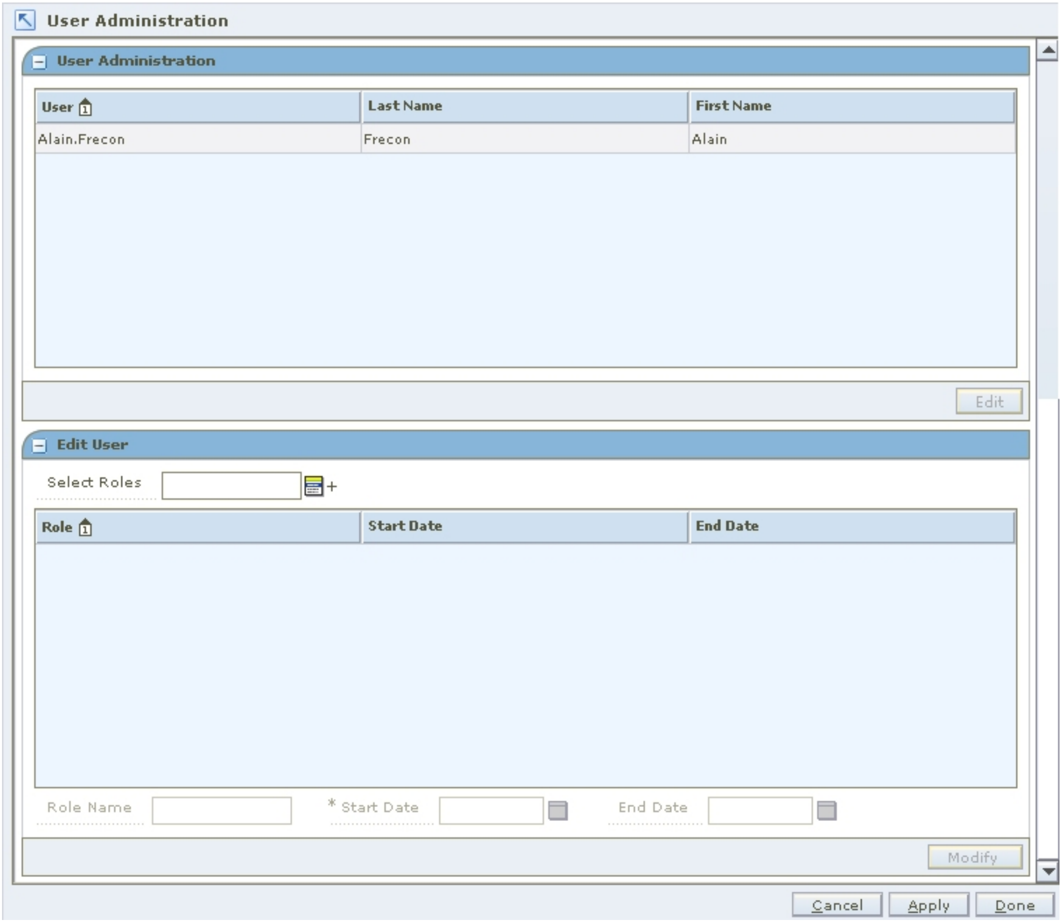


Edit User Pane

3. Click the LOV button next to the Select Roles field.
   a. Select a role from the left column.
   b. Click the right arrow button. The role is listed in the right (selected roles) column.
   c. Repeat steps a and b until all roles for the user are selected.
   d. Click **Select**. The roles are assigned to the user.
4. Apply your changes by doing one of the following:
   - Click **Apply**. The changes to the user are saved.
   - Click **Done**. The changes to the user are saved and the workspace is closed.

Remove Roles from a User

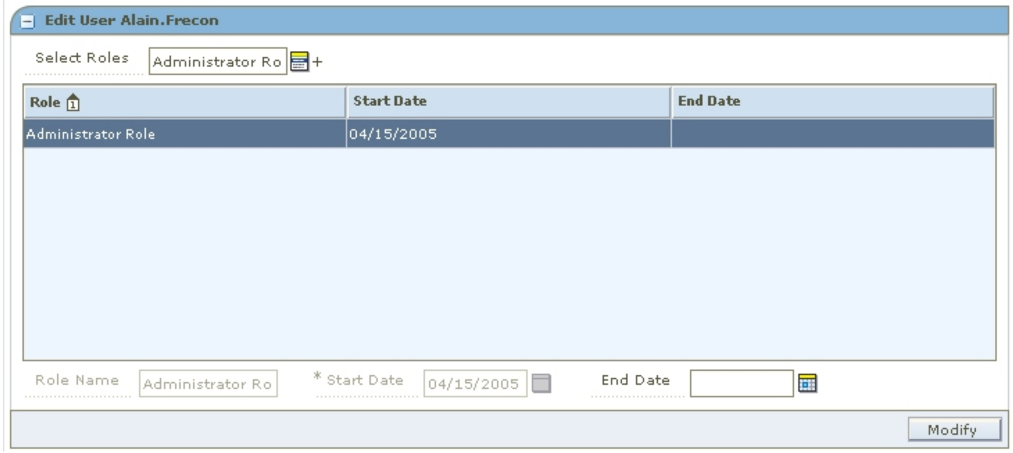
Navigate: From Tasks, select User Administration > User Administration. The User Administration workspace opens.



User Administration Workspace

> **Note:** Permissions are assigned to roles, then users are assigned roles. Permissions are not assigned directly to users.

1. In the User Administration window, select a user.
2. Click **Edit**. The Edit User pane is enabled. (You can also double-click on the user you want to edit.)



Edit User Pane

3. Click the LOV button  next to the Select Roles field.
4. Select a role to remove from the right (selected roles) column.
5. Click the left arrow button . The role is listed in the left (available roles) column.
6. Click **Select**. The user is removed from the role.
7. Apply your changes by doing one of the following:
   - Click **Apply**. The changes to the user are saved.
   - Click **Done**. The changes to the user are saved and the workspace is closed.

Glossary

#

 # Days Rejects Held: The number of days, set in system options, after the effective date of a rejected price change or clearance that it is purged from the system.

A

Allow Complex Promotions: When selected in system options, indicates all promotion types are available. When cleared, the RPM user will only be allowed to create/maintain simple promotions.

Apply Promo Change Type First: Allows you to indicate which type of promotion should be applied first.

Area Differential: Area differential pricing allows you to set prices for items at a particular zone or zone group differently than another zone or zone group.

Auto Approve: When selected on a pricing strategy, indicates price changes created should be created in approved status.

B

Background Conflict Check: When selected in system options, indicates conflict checking for worksheets, price changes, promotions, and clearances will be performed in the background, or when the system is idle. When cleared, conflict checking will occur real-time.

C

Candidate Rule: A set of criteria that is compared to each item/location processed by the merchandise extract program to determine if the item/location meets one or more conditions. RPM uses two types of candidate rules, inclusion or exclusion

Class: The fifth level in the merchandise hierarchy. The class breaks down the merchandise hierarchy. A class can belong to one department.

Clearance: A clearance is designed to move out of date and slow selling merchandise out of a store. A clearance is considered a permanent price change, and inventory is consequently revalued. Once the reset date for a clearance has passed, the items price and inventory value is returned to the regular price.

Clearance/Promotions Overlap: When selected in system options, indicates an item/location can be on clearance and promotion at the same time.

Component: The details of a promotion. A component can be a simple, threshold, or multi-buy component.

Cost Calculation Method: The way cost is determined for the zone. Choose Highest Location Cost or Average Location Cost.

Cost Change Forward Days: The number of days into the next review period that a maintain margin pricing strategy will consider cost changes when proposing price changes. Cost change forward days should not exceed the length of a review period.

Currency: On System Defaults, the primary currency used in RPM. In other areas of RPM, the currency for a particular task

D

Deal: The agreement between a retailer an a vendor for rebates or discounts applied to an item when ordered from the supplier or sold to the customer in certain quantities.

Default Out of Stock Days: The number of days, set in system options, that should be added to a the effective date of a clearance in order to calculate the Out of Stock date. The default is applied to generate the out of stock date when the clearance is first created.

Default Reset Date: When selected in system options, indicates that a reset date should be defaulted when a clearance is created. The reset date is defaulted to one day greater than the out of stock date.

Department: Belongs to a group in the merchandise hierarchy and provides a way to define the areas of a group. A department is the fourth division in the merchandise hierarchy.

Diff: A characteristic of an item that distinguishes it from another item. An item may have up to four diffs.

Diff Type: The category to which a diff belongs.

Dynamic Area Differentials: When selected in system options, allows the worksheet to dynamically update secondary locations based on changes to the primary location.

E

Effective Date: The date on which a event becomes available or active in the system.

End Date: The last day an element is effective in the system.

Ends In Digits for Zero Decimal Currencies: The number of digit fields, set in system options, that are available in the Ends In definition area. This field is used for currencies that do not contain a place after the decimal point. For currencies that contain places after the decimal point, the digit fields that are available.

Event: The top level of a promotion, used to group several promotions together.

Event ID Required: When selected in system options, a promotion event must be assigned to the promotion.

Exact Deal / Funded Promotion Dates: When selected in system options, indicates that the dates of a deal associated with a vendor funded promotion must match exactly. When selected, only deals with the same begin and end dates as the promotion component being created will appear in the deal

Exclusion Candidate Rule: When the exclusion rule is met, the item/zone will not be brought into the worksheet for review

External Prices Allowed: When selected, RPM will accept pricing events created in other systems.

I

Inclusion Candidate Rule: When the inclusion rule is met, the item is flagged by the system in the worksheet for a pricing review

Item: The merchandise received from a supplier. In the system, the item field or column will display the item number, the item description, or both.

Item Level: The level of an item in an item group.

L

Link Code: Link codes are used to associate items to each other at a location and price them exactly the same.

Location: The store or warehouse involved in an event. In the system, the location field or column will display the location number, the location description, or both.

Location Move Lead Time: The number of days, set in system options, required before a location can be moved between zones in RPM.

Location Move Purge Days: The number of days RPM will retain location moves that have either successfully completed or are the same number of days past the scheduled effective date but have had no action taken on them.

Location Price Exception: When selected in system options, exceptions should populate the Zone Location Retail Exception container for items where the current retail at a given location is not equal to the current retail for the zone.

M

Market Basket Code: A market basket code is a mechanism for grouping items within a hierarchy level in order to apply similar pricing rules.

Markup: An amount added to the cost price to determine the selling price.

multi-buy component: A component for which selected items are promoted at a discount, fixed price, or other reward, based on the purchase of items from buy lists.

Multiple Item/Location Promotions: When selected in system options, an item/location can exist on more than one promotion (and more than one component within the promotion).

O

Open Zone Use: When selected in system options, indicates a zone can be used across different types of pricing, regardless of zone type.

Out of Stock Date: The date when the inventory is expected to be exhausted.

P

Partner: A person or entity that has an association with your organization in various areas of the procurement process. Partners can include those involved in transporting goods, escheatment, providing credit, and providing services. A partner does not provide items to a retailer.

Price Change: The permanent change in the price of an item.

Price Change Diff Type: A default indicator to define the diff type that will be displayed when the user enters the price change and clearance dialogs. This default will only be applied in the price change/clearance dialogs when the Item level default is set to Parent / Diff Type.

Price Change Item Level: Indicates the item level that is displayed when the user enters the price change and clearance dialogs.

Price Change Processing Days: The number of days, set in system options, between the creation date of a price change and the first date it can become effective. It allows the retailer to insure that price changes are created with enough advance timing that stores and other process areas can react.

Price Change Type: On System Defaults, indicates the price change type that will be displayed when the user enters the price change and clearance dialogs. The options for the drop down list are:

Price Change/Promotions Overlap: When selected in system options, indicates an item/location can have a price change occur during the middle of an active promotion.

Price Guide: A price guide allows you to create a uniform price strategy. You can use them to maintain a consistent price points. You can determine if the prices in a guide should be rounded in the same manner or if they should all end in the same digits.

Pricing Strategy: A pricing strategy allows you to decide how item retails will be proposed when pricing worksheets are generated.

Primary Zone Group: The primary zone group is used to determine:how to items are initially priced in the merchandising system. which zone structure to store regular zone retails against when creating price changes. When you create a primary zone group, you identify the merchandise hierarchy level, the zone group, the markup percent, the markup type, and the price guide. The merchandise hierarchy assigned to a new item in merchandising system will determine the primary zone group definition in RPM used to initially price the item. Based on the information associated with the primary zone group and the cost of the item, as entered in merchandising system, prices will be proposed.

Promotion: A promotion is a temporary reduction in price. In addition, you can track sales at one or more locations for a given time period as well as track the sales of merchandise with no price reductions, at given locations for a set time period.

Promotion # Days Rejects Held: The number of days, set in system options, after the end date (or start date for promotions with no end date) of a rejected promotion that it is purged from the system.

Promotion Constraint: A warning will appear if a price change or promotion is created that would fall a certain number of days before or during another approved promotion or price change. The number of days before the promotion is the promotion constraint.

Promotion History Months: The number of months, set in system options, after a promotion is completed that is purged. This parameter is also used to purge cancelled promotions.

R

Reason code: The resolution or reason that is applied to an event that occurs within a system.

Rule Variable: The portion of the candidate rule conditions that allows a rule value to vary at the department level

S

Sales Calculation Method: The method used by the merchandise extract program to populate the Projected Sales column in the worksheet.

Simple Component: A component for which the items at specific locations are promoted at a percent off, amount off, or fixed price.

Start Date: The first day an element is effective in the system.

T

Threshold Component: A component for which the items at specific locations are promoted by achieving a specific purchasing level.

Z

Zone: A zone is a group of locations that are priced the same within a zone group. Locations within a zone must have the same currency. Not all locations must be assigned to a zone.

Zone Group: Zone groups are a collection of zones. You can define multiple zone groups that are suited to your business. After you define the zone group, you can define the zones in the zone group. Multiple currencies may exist within a zone group.

Zone Parent Ranging: When selected, RPM should perform ranging checks for price changes, promotions, and clearances that are created at a higher level than transaction/location. If the indicator is set to yes, the system will not let you create a price change at the parent or zone level if none of the transaction item/location combinations are ranged. If the indicator is set to no, the system will let you create a price change at the parent or zone level even if none of the transaction item/location combinations are ranged.