



201-31234 Wheel Avenue, Abbotsford, BC V2T 6G9

Tel: 604-504-7936

Fax: 604-504-7976

Website: www.kcsi.ca

Email: sales@kcsi.ca



SIMMS

Inventory Management System

Visual Import Module

Table of Contents

[The Visual Import Manager](#)

[Creating a New SIMMS Database](#)

[Setting the Read Permission in the Access Database](#)

[Connecting to the SIMMS Database](#)

[Connecting to the Data Source](#)

[Import Options Screen](#)

[Affiliating Access Fields to SIMMS Fields](#)

[Table Structures](#)

[Help Menu](#)

[About](#)

[SIMMS Help](#)

[Index](#)

[Check for Updates](#)

[Web Resources](#)

[Live Support](#)

[Enhancement Request](#)

[Customer Portal](#)

[Important SIMMS Software Contact Information](#)

The Visual Import Manager

The Visual Import Manager is an external application that allows the contents of a user's existing Microsoft Access database, Microsoft Excel file, text file or comma-separated values file into a new SIMMS database. Use of this program allows inventory details such as item details, categories, locations and relative accounting information to be easily pulled into a SIMMS company file.

Creating a New SIMMS Database

Log into the SI_ABC database in SIMMS.

Access *Administration menu>Company Manager*.

In on the right sidebar, click *New Company*,

Enter a name for the new company, then click the **Save** button.

Click **Next** on each of the subsequent progress screens.

Click the **Close** button on the remaining screens to complete the database creation.

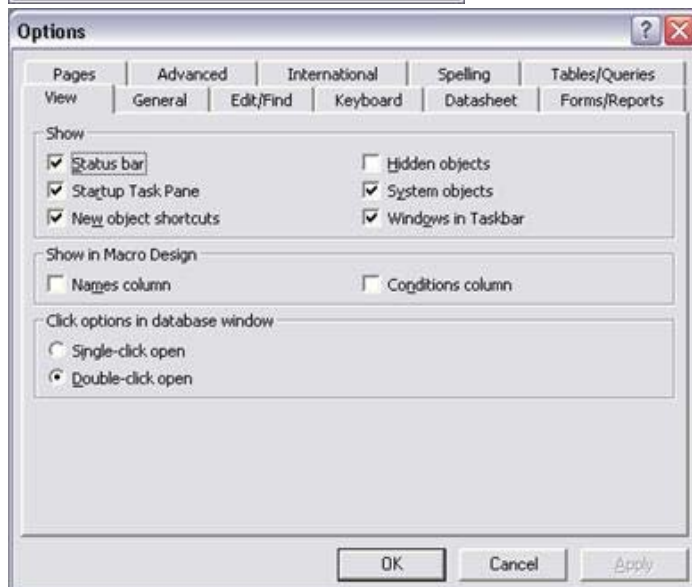


Setting the Read Permission in the Access Database

Open the Access Database.

Access *Tools>Options>View* tab.

Select the **System Objects** checkbox, then click the **Apply** button, then the **OK** button.



Now access the *Tools menu>Security>User and Group Permissions* tab.

Choose Object Type: Table

Choose Object Name: MSysObjects

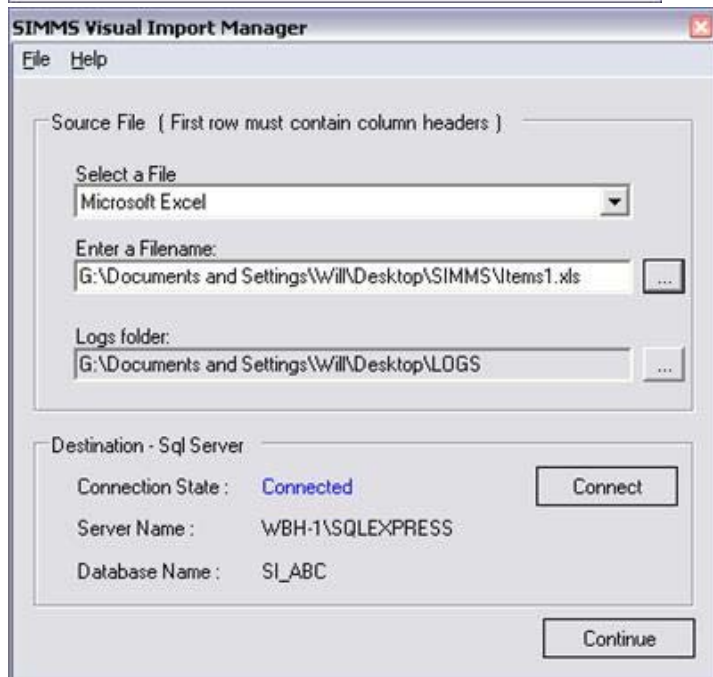
Select the **Administer** checkbox (which will select all the checkboxes). Now click the **Apply** button, and finally the **OK** button.



Connecting to the SIMMS Database

Open the SIMMS Import program.

Click the Connect to SIMMS Database link.



Enter the Server Name where the SIMMS database resides.

Enter the username/password required for the connection **or** select the **Use Windows NT Authorization** checkbox.

Click the **Connect** button.



If properly done, the following message will appear:



Click the **OK** button.

From the **Database Name** dropdown box, select the database (your new database) to which you wish to import the data.

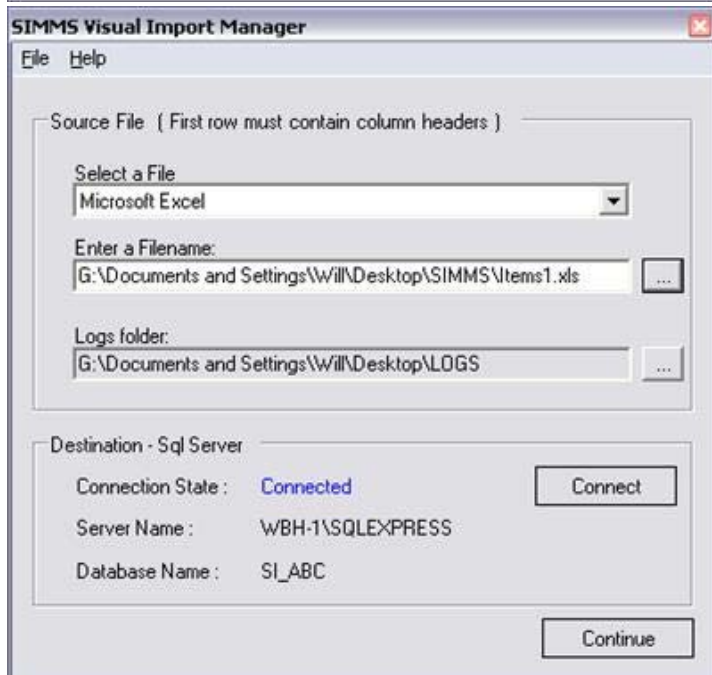
Click the **Select** button, then click **Close**.



Connecting to the Data Source

Select from which data source to import the data, whether a Microsoft Access database (.MDB), Microsoft Excel file (.XLS), text file (.TXT) or Comma Separated Values file (.CSV).

Click the Continue button.



Click the **Import Data** header.

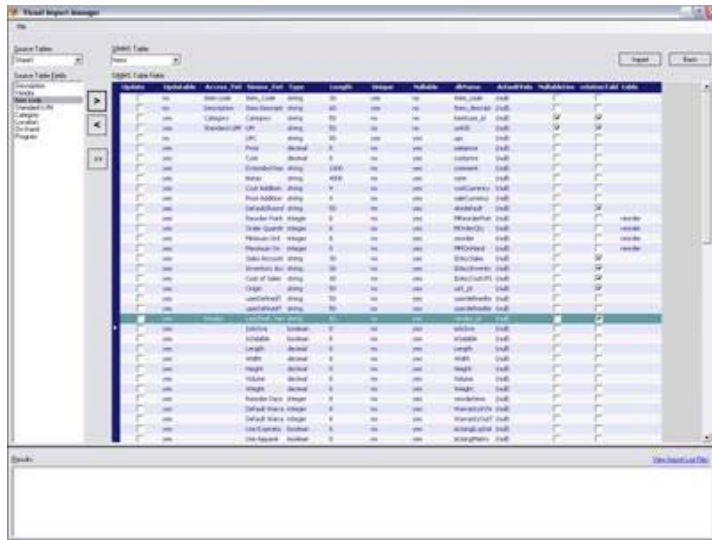
Click the cursor into the respective Access Field column in the right panel.

Click the **Right Arrow** button to create the affiliation.

Repeat this for all rows within the Access Fields column in the right panel.

Once complete, click the *Import* button to bring the data into the SIMMS Items table.

The new **Apparel** tab gives you the ability to import apparel information, style code and descriptions, color code and descriptions, size code and descriptions, as well as matrix info for a specified style what color and size combinations are. Import of apparel assigned styles for inventory items also exists as a new feature.



In order to assure a smooth trouble-free import you must *import* data into Access not link (you cannot link data from an outside source). We advise creating one Access database with tables (or Excel spreadsheet with sheets) for data pertaining to, in order: **Sales Orders, Stock, Customers, Customer Ship-To, Vendors, Locations, Quotes, Purchase Orders, Matrix, Item Matrix, Vendor Part Numbers, Kit Schema and Items.**

Table Structures

The table structures shown below contain the information users will require in the source files that will be used in the importation process.

The DETAIL information refers to whether the field is unique (marked U, which requires the data to be of a one-time only value in the column) or nullable (marked N, which permits the field in the source file to be void of content and the import to continue).

The MAX. LENGTH information refers to the maximum number of typographic characters permitted in the cell. Those fields with no number designated do not have a maximum character limitation.

The TYPE information refers to the data type premitted in the field.

The COLUMN NAME information is the required information header for the data columns permitted during the import process. Users can copy these headers directly from the following table structures into an Excel spreadsheet or an Access database table designated to contain the import information.

Sales Orders

DETAIL	1	U	U	N	UN	N
MAX. LENGTH	50	10	200	100	20	20
TYPE	string	string	string	string	string	string
COLUMN NAME	Customer	Zip	Customer address	Customer email	Customer phone 1	Customer phone 2

N	N	N	N	N	N	N
20	40	60	100		200	10
string	string	string	string	money	string	string
Customer fax	Customer city	Customer state	Customer website	Customer credit limit	Customer comment	Customer sales agent

N	N	N	N	N	N	N
10	50	50	20	20	100	20
string	string	string	string	string	string	string
Customer tax code	Contact Name	Contact Title	Contact Phone 1	Contact Phone 2	Contact Email	Contact Fax

Contact Person Phone 1	Contact Person Phone 2	Contact Person Email	Contact Person Fax	Additional Field 1	Additional Field 2	Additional Field 3
------------------------	------------------------	----------------------	--------------------	--------------------	--------------------	--------------------

N	N	N	N	N	N	N
50	50	50	50	50	50	50
string	string	string	string	string	string	string
Additional Field 4	Additional Field 5	Additional Field 6	Additional Field 7	Additional Field 8	Additional Field 9	Additional Field 10

N	N	N	N	N	N	N
50	50	50	50	50	50	50
string	string	string	string	string	string	string
Additional Field 11	Additional Field 12	Additional Field 13	Additional Field 14	Additional Field 15	Additional Field 16	Additional Field 17

N	N	N	N	N	N	N
50	50	50	50	50	50	50
string	string	string	string	string	string	string
Additional Field 18	Additional Field 19	Additional Field 20	Additional Field 21	Additional Field 22	Additional Field 23	Additional Field 24

N	N	N	N	N	N	N	N
50	50	50	10	10	10	10	10
string	string	string	datetime	datetime	datetime	datetime	datetime
Additional Field 25	Additional Field 26	Additional Field 27	Additional Field 28	Additional Field 29	Additional Field 30	Additional Field 31	Additional Field 32

Vendors

DETAIL	U	N	N	N	N	N	N	N	N	N	N	N	N
MAX. LENGTH	50	200	40	3	10	100	20	20	20	100	200		50
TYPE	string	string	string	string	string	string	string	string	string	string	string	decimal	string
COLUMN NAME	Description	Address	City	State	Zip	E-mail	Phone1	Phone2	Fax	Website	Comment	Credit Limit	Textbox6

N	N	N	N	N	N	N	N	N	N	N	N
50	50	50	50	50	10	10	50	50	50	50	50
string	string	string	string	string	datetime	datetime	string	string	string	string	string
Textbox7	Textbox8	Textbox9	Combobox10	Combobox11	Date12	Date13	Department	Foreign Currency	Assigned Location	Price Level	

N	N	N	N	N	N	N	N
50	10	10	50	50	50	50	
string	string	string	string	string	string	int	int
Shipment Method	Tax Code	Sales Agent	Payment Terms	Credit Card Type	Credit Card Number	Credit Card Exp Year	Credit Card Exp Month

N	N	N	N	N	N
50	50	50	20	20	100
string	string	string	string	string	string
Name on Credit Card	Contact Person Name	Contact Person Title	Contact Person Phone 1	Contact Person Phone 2	Contact Person Email

N	N	N	N	N	N	N
20	50	50	50	50	50	50
string	string	string	string	string	string	string
Contact Person Fax	Additional Field 1	Additional Field 2	Additional Field 3	Additional Field 4	Additional Field 5	Additional Field 6

N	N	N	N	N	N	N
50	50	50	50	50	50	50
string	string	string	string	string	string	string
Additional Field 7	Additional Field 8	Additional Field 9	Additional Field 10	Additional Field 11	Additional Field 12	Additional Field 13

N	N	N	N	N	N	N
50	50	50	50	50	50	50
string	string	string	string	string	string	string
Additional Field 14	Additional Field 15	Additional Field 16	Additional Field 17	Additional Field 18	Additional Field 19	Additional Field 20

N	N	N	N	N	N	N
50	50	50	50	50	50	50
string	string	string	string	string	string	string
Additional Field 21	Additional Field 22	Additional Field 23	Additional Field 24	Additional Field 25	Additional Field 26	Additional Field 27

N	N	N	N	N
10	10	10	10	10
datetime	datetime	datetime	datetime	datetime
Additional Field 28	Additional Field 29	Additional Field 30	Additional Field 31	Additional Field 32

Customer Ship-To

DETAIL			N	N	
MAX. LENGTH	50	50	20	20	200
TYPE	string	string	string	string	string
COLUMN NAME	Description	Contact – Ship To Name	Ship To Phone 1	Ship To Phone 2	Ship To Address

N	N	N	N	N
40	3	10	100	50
string	string	string	string	string
Ship To City	Ship To State	Ship To Zip	Ship To E-mail	Ship To Country

Locations

DETAIL	U
MAX. LENGTH	50
TYPE	string
COLUMN NAME	Description

Quotes

DETAIL	U	N	N	N	N
MAX. LENGTH		50	10	10	1000

TYPE	decimal	string	datetime	datetime	string
COLUMN NAME	Quote Number	Customer	Quote Date	Available Date	Header Comment

N	N	N	N	N	N
1000	60		50		1000
string	string	decimal	string	decimal	string
Final Comment	Item Code	Quantity	UM	Price	Item Comment

Purchase Orders

DETAIL		N	N	N	N		N	N
MAX. LENGTH	50	50	50	80	10	10	500	200
TYPE	string	string	string	string	datetime	datetime	string	string
COLUMN NAME	Vendor	TextBox 3	TextBox 4	Document Number	Date Required	Transaction Date	Ship To Address	TextBox 5

			N	N	N	N	N
2000			2000	2000	2000	2000	2000
string	decimal	decimal	string	string	string	string	string
Item Number	Quantity	Cost	Item comment	Item comment	Item comment	Item comment	Item comment

Matrix

DETAIL						
MAX. LENGTH	3	50	6	50	10	50
TYPE	string	string	string	string	string	string
COLUMN NAME	color_code	color_description	size_code	size_description	style_code	style_description

Item Matrix

DETAIL	U	
MAX. LENGTH	30	10
TYPE	string	string
COLUMN NAME	Item_Code	Matrix Style

Vendor Part Numbers

DETAIL			U	N
MAX. LENGTH	30	50	50	0
TYPE	string	string	string	decimal
COLUMN NAME	Item_code	Vendor_description	Vendor_part#	Cost

Kit Schema

DETAIL			N	N	N
MAX. LENGTH	50	50			
TYPE	string	string	decimal	boolean	boolean
COLUMN NAME	Kit Itemcode	Component Itemcode	Quantity	Is Adjustable	Is Phantom Kit

Items

DETAIL	U	N	N	N	N	N	N	N	N
MAX. LENGTH	30	60	50	50	4000	50			1000
TYPE	string	string	string	string	string	string	decimal	decimal	string
COLUMN NAME	Item_code	Item_description	category	UM	notes	UPC	Price	Cost	Extended Description

N	N	N	N	N	N	N
4	4	50				
string	string	string	integer	integer	integer	integer
Cost Additional Currency	Price Additional Currency	Default/Reorder Location	Reorder Point	Order Quantity	Minimum Order Quantity	Maximum On Hand

For the other tables listed under the **Import into SIMMS Table** dropdown box, repeat the above procedure.

NOTE: Users may affiliate the contents of all tables and then click the **Import** button once, or may do the Import on a per-table basis.

Once having completed importing the data desired, close the *Import* screens.

Log into the SIMMS database that received the imported data to begin using SIMMS.

Help Menu

About

The *About* feature provides links and information about SIMMS and KCSI.



SIMMS Help

Click **SIMMS Help** to access the **SIMMS Help** file, or press the **F1** key.



Index

Click **Index** to access the **SIMMS Help** index, or press **Shift-F1**.



Check for Updates

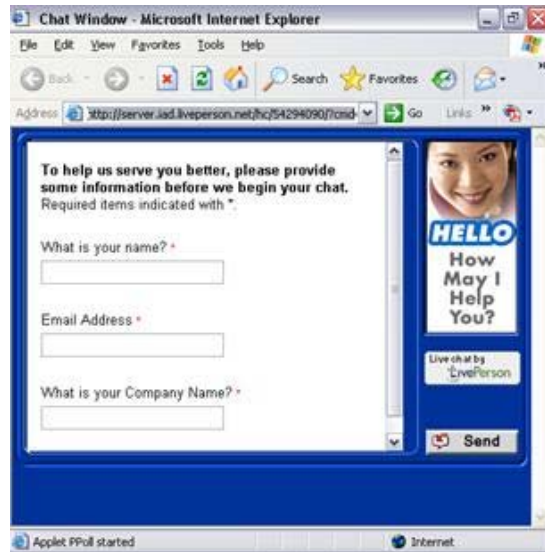
Click **Check for Updates**, then click on the **Check for Updates** button to discover if any new versions of SIMMS are currently available.



Web Resources

Live Support

Click on **Live Support** to enter a chat box where you can enter your contact info and then chat with a live representative of the SIMMS Support team.



Enhancement Request

Click **Enhancement Request** to open the KCSI website and suggest changes or ideas to the KCSI Development team. Enter the requested information then click the **Submit** button.



Send us your Feedback

Please fill out all relevant sections of the form below.

Contact Information

Salutation
Mr.

First Name *

Last Name *

Company *

Position:

Telephone * 604-555-

5555 ext 1234

Email **

Address *

Address Line 2 (if required):

City *

Prov/State *

Country *

Postal/Zip Code *

Additional Comments

Submit

Customer Portal

Click **Customer Portal** to open the KCSI Customer Portal Entry screen, wherein you can enter your Customer Portal username and login to check on news, upgrades and other offers regarding SIMMS.



Important SIMMS Software Contact Information



201-31234 Wheel Avenue, Abbotsford, BC V2T 6G9
Tel: 604-504-7936
Website: www.kcsi.ca

Sales
Fax: 604-504-7976
Email: sales@kcsi.ca

Support
Phone 604-504-7936
e-mail support@kcsi.ca
Phone 604-504-7936
e-mail support@kcsi.ca
Fax 604-504-7976
Accounting
Phone 604-504-7936

e-mail colleen@kcsi.ca