

**PDT 7200**

**OPERATING  
INSTRUCTIONS**

## PDT 7200 User's Guide

### Startup Procedures

Before using the PDT for any purpose, previous data stored on the unit needs to be erased. These Startup Procedures must be completed before each use of the PDT. Conduct the following steps from the PDT to erase all data from the PDT.

1. From the Main Menu, select File Maintenance Menu.
2. Select Erase All
3. Confirmed deletion by entering "Y", then "Enter"

The PDT is now ready to receive fresh data from ROM II.

## *Inventory Menu*

### **Breakout/Inv Functions**

To conduct a Breakout or Inventory, complete the Startup Procedures then complete the following steps from the ROM II computer.

1. From the Main Menu, select Inventory Count Functions
2. Select PDT Communications
3. Select Send UPC's to PDT

After the above steps have been complete, ROM II generates a data.dat file. The data.dat file contains UPC, SKU and Description information used by the PDT 7200. Complete the following steps from the PDT to upload the data.dat file into the PDT. (NOTE: Do not exit from the PDT Communications Menu in ROM until after the upload to the PDT is complete)

1. Insert PDT into cradle
2. From the Main Menu, select Communications
3. Select Receive
4. Select SKU/UPC

Upon completion of the upload, the PDT 7200 is ready for use. To conduct a Breakout/Inventory complete the following steps from the PDT 7200.

1. From the Main Menu, select Breakout/Inv
2. Scan either the UPC or SKU
3. If the UPC is scanned, one of the following will occur:
  - a. UPC Found - If the UPC is found, the PDT will display the following: SKU Number, Description and Previous Count (if any). Enter quantity counted and press Enter.
  - b. UPC Not Found - If the UPC is not found, the PDT will prompt the user to enter the SKU the UPC should be linked with. After entering the SKU, the PDT will search the data file received from the ROM II computer to ensure the SKU number entered is valid. If the SKU is valid, the PDT will prompt the user to quantity (The UPC information is also saved as UPC Maintenance). If the SKU number is not valid, the user can re-enter the SKU or Exit.
4. If the SKU is scanned, one of the following will occur:
  - a. SKU Found - If the SKU is found, the PDT will display the following: SKU Number, Description and Previous Count (if any). Enter quantity counted and press Enter
  - b. SKU Not Found - If the SKU is not found, the PDT will prompt the user to enter the SKU. After entering the SKU, the PDT will search the data file received from the ROM II computer to ensure the SKU number entered is valid. If the SKU is valid, the PDT will prompt the user to quantity. If the SKU number is not valid, the user can re-enter the SKU or Exit.

NOTE: To correct a previous over-count, enter the quantity as a negative number. For example, you scan coke and enter an initial quantity of 2400 cans. Upon you realize the quantity should have been 2300. Rescan the coke and enter -100 as the quantity. The PDT will subtract 100 from the original 2400 scanned.

Once the Inventory/Breakout is complete, return the PDT 7200 to the recordskeeper. Complete the following steps from the ROM II computer to import Inventory/Breakout data.

1. Insert PDT into cradle
2. From the Main Menu, select Inventory Count Functions
3. Select PDT Communications

This will start the MCL Linker program, which is used by the PDT to communicate with the ROM II computer.

Complete the following steps from the PDT 7200:

1. From the Main Menu, select Communication
2. Select Send Data
3. Select Breakout/Inv data
4. ROM will then ask if you want to delete previously imported PDT data before importing new data? Answer "no" when using multiple PDT's.
5. Upon completion of the Import the data is ready to be imported on a Breakout or Inventory.

## Verify UPC's Function

Complete the Startup Procedures then complete the following steps from the ROM II computer.

1. From the Main Menu, select Inventory Count Functions
2. Select PDT Communications
3. Select Send UPC's to PDT

After the above steps have been complete, ROM II generates a data.dat file. The data.dat file contains UPC, SKU and Description information used by the PDT 7200. Complete the following steps from the PDT to upload the data.dat file into the PDT. NOTE: Do not exit from the PDT Communications Menu in ROM until after the upload to the PDT is complete)

1. Insert PDT into cradle
2. From the Main Menu, select Communications
3. Select Receive
4. Select SKU/UPC

Upon completion of the upload, the PDT 7200 is ready for use. To conduct UPC Maintenance complete the following steps from the PDT 7200.

1. From the Main Menu, select Verify UPC's
2. Scan the UPC and one of the following will occur:
  - a. UPC Found - If the UPC is found, the PDT will display the item description for 5 seconds or you can press the CL button to scan another item.
  - b. UPC Not Found - If the UPC is not found, the PDT will prompt the user to enter the SKU number the UPC should be linked with. After entering the SKU, the PDT will search the data file received from the ROM II computer to ensure the SKU number entered is valid. If the SKU is valid the information is saved and the PDT is ready for the next scan. If the SKU number is not valid, the user can re-enter the SKU or Exit.

Once UPC Maintenance is complete, return the PDT 7200 to the recordskeeper. Complete the following steps from the ROM II computer to import UPC data.

1. Insert PDT into cradle
2. From the Main Menu, select Inventory Count Functions
3. Select PDT Communications

This will start the MCL Linker program, which is used by the PDT to communicate with the ROM II computer.

Complete the following steps from the PDT 7200:

1. From the Main Menu, select Communication
2. Select Send Data
3. Select Breakout/Inv data
4. ROM will then ask if you want to delete previously imported PDT data before importing new data? Answer "no" when using multiple PDT's.
5. Upon completion, click "Update UPC's" from the ROM II computer.

## Outstanding Orders

Complete the Startup Procedures then complete the following steps from the ROM II computer:

1. From the Main Menu, select Inventory Count Functions
2. Select PDT Communications
3. Select Send Purchase Orders to PDT

After the above steps have been complete, ROM II generates a data.dat and orders.dat files. The data.dat file contains UPC, SKU and Description information and the orders.dat file contains Purchase Order, SKU and quantity ordered information used by the PDT 7200. Complete the following steps from the PDT to upload the data.dat and orders.dat files into the PDT. NOTE: Do not exit from the PDT Communications Menu in ROM until after the upload to the PDT is complete)

1. From the Main Menu, select Communications
2. Select Receive
3. Select PO Data

Upon completion of the upload, the PDT 7200 is ready for use. To receive stock; complete the following steps from the PDT 7200.

1. From the Main Menu, select Inventory Menu
2. Select O/S Order
3. Scan either a UPC or SKU number and one of the following will occur:
  - a. UPC Found - After scanning a UPC one of the following will occur:
    - (1) No Outstanding Orders - Item does not have any outstanding orders
    - (2) Outstanding Orders - Item was found and a list of purchase order can be scrolled through. Select the Purchase Order to receive the item under and press enter. Then enter the quantity received.
  - b. UPC Not Found - If the UPC is not found, the PDT will prompt the user to enter the SKU number the UPC should be linked with. If the SKU is valid the information is saved. You must rescan the item to receive it. If the SKU number is not valid, the user can re-enter the SKU or Exit.
  - b. SKU Found - After scanning a SKU one of the following will occur:
    - (1) No Outstanding Orders - Item does not have any outstanding orders
    - (2) Outstanding Orders - Item was found and a list of purchase order can be scrolled through. Select the purchase order to receive the item under and press enter. Then enter the quantity received.
  - c. SKU Not Found - SKU not valid.

Uploading receipt information from the PDT to ROM II.

Upon completion, return the PDT 7200 to the recordskeeper. Complete the following steps from the ROM II computer.

1. From the Main Menu, select Inventory Count Functions
2. Select PDT Communications

This will start the MCL Linker program, which is used by the PDT to communicate with the ROM II computer.

Complete the following steps from the PDT 7200:

1. From the Main Menu, select Communication
2. Select Send Data
3. Select Receipt Dat
4. ROM will then ask if you want to delete previously imported PDT data before importing new data? Answer "no" when using multiple PDT's.
5. Upon completion, click "Update UPC's" from the ROM II computer.
6. Click "Import Receipt Data from PDT"
7. Following instructions under Receipts to import data into receipt document.