



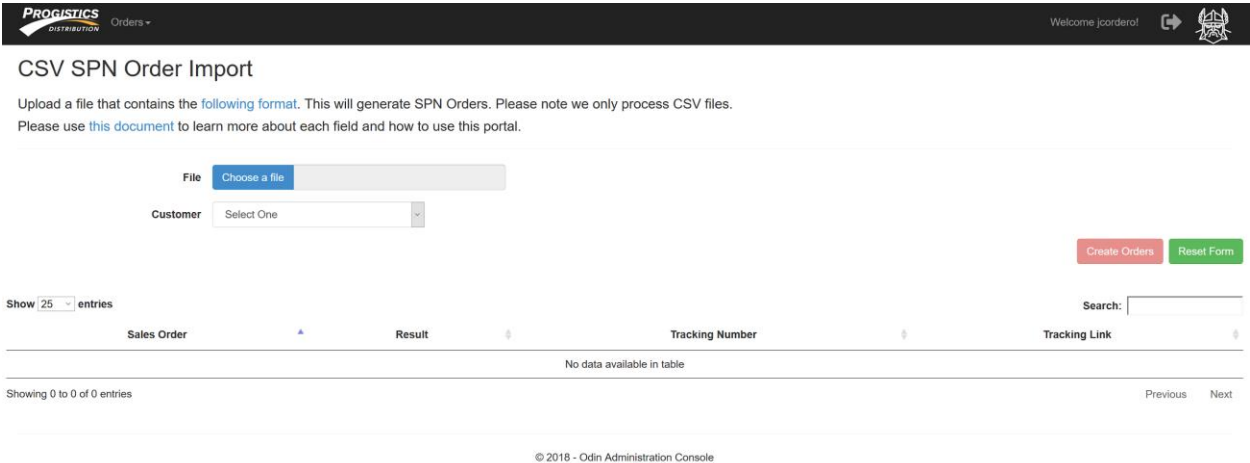
# Purpose of Document

Define how the web portal will allow users to create SPN Orders provided a CSV file document. For simplicity purposes, we will use the following aliases in this document.

- “SPN CSV Order Import portal” => *Portal*.
- SPN Customer (ie: Mattress Firm) => *Partner*

# Presentation

The portal will be available on demand via Odin web application. On page load, the application will allow the user to select the partner who will own the orders to be created and an option to select a file from his/her computer. The user will see partners associated to their account. If no partners are associated then all partners will be available for selection.



Odin is a web application that can only be accessed by Tagnet Administrative users.

# Portal Limitations

The portal will only process 1 file at a time applied to 1 partner. The selected file may contain multiple orders in it. It is recommended to use one of the following browsers to ensure an optimal user experience.

- Mozilla Firefox
- Google Chrome
- Microsoft Edge

Each order within the file will be processed atomically. For example, if we have 20 orders in the file and 1 fails, the other 19 will not be cancelled or altered in any way after registration.

## CSV Template Fields

1. SalesOrder
  - a. **Required: Yes**
  - b. DataType: String
  - c. MaxLength: 23
2. OriginName (Shipper name)
  - a. **Required: Yes**
  - b. DataType: String
  - c. MaxLength: 50
3. OriginAddress1
  - a. **Required: Yes**
  - b. DataType: String
  - c. MaxLength: 128
4. OriginAddress2
  - a. **Required: No**
  - b. DataType: String
  - c. MaxLength: 128
5. OriginCity
  - a. **Required: Yes**
  - b. DataType: String
  - c. MaxLength: 20
6. OriginState
  - a. **Required: Yes**
  - b. DataType: String
  - c. MaxLength: 2
7. OriginZip
  - a. **Required: Yes**
  - b. DataType: String
  - c. MaxLength: 5
8. OriginPhone
  - a. **Required: Yes**
  - b. DataType: String
  - c. MaxLength: 16
9. OriginEmail
  - a. **Required: No**
  - b. DataType: String
  - c. MaxLength: 100
10. ShipName
  - a. **Required: Yes**
  - b. DataType: String
  - c. MaxLength: 50
11. ShipAddress1

- a. **Required: Yes**
  - b. DataType: String
  - c. MaxLength: 128
12. ShipAddress2
- a. **Required: No**
  - b. DataType: String
  - c. MaxLength: 128
13. ShipCity
- a. **Required: Yes**
  - b. DataType: String
  - c. MaxLength: 20
14. ShipState
- a. **Required: Yes**
  - b. DataType: String
  - c. MaxLength: 2
15. ShipZip
- a. **Required: Yes**
  - b. DataType: String
  - c. MaxLength: 5
16. ShipPhone
- a. **Required: No**
  - b. DataType: String
  - c. MaxLength: 16
17. ShipEmail
- a. **Required: No**
  - b. DataType: String
  - c. MaxLength: 100
18. Description
- a. **Required: Yes**
  - b. DataType: String
  - c. MaxLength: 100
19. Quantity
- a. **Required: Yes**
  - b. DataType: Int
  - c. MaxLength: n/a
20. Cartons
- a. **Required: No**
  - b. DataType: Int
  - c. MaxLength: n/a
  - d. This field represents the number of handling units for the freight item
21. Length
- a. **Required: Yes**
  - b. DataType: Decimal
  - c. MaxLength: 10,2
22. Width
- a. **Required: Yes**
  - b. DataType: Decimal
  - c. MaxLength: 10,2
23. Height

- a. **Required: Yes**
  - b. DataType: Decimal
  - c. MaxLength: 10,2
24. Cubes
- a. **Required: Yes**
  - b. DataType: Decimal
  - c. MaxLength: 10,2
25. Weight
- a. **Required: Yes**
  - b. DataType: Decimal
  - c. MaxLength: 10,2
26. Sku
- a. **Required: No**
  - b. DataType: String
  - c. MaxLength: 100
27. SerialNumber
- a. **Required: No**
  - b. DataType: String
  - c. MaxLength: 100
28. MerchandiseValue
- a. **Required: No**
  - b. DataType: decimal(10,2)
29. PUWindowsStart
- a. **Required: Yes**
  - b. DateTime (eg:2011-07-05 14:30:05)
  - c. MaxLength: n/a
30. PUWindowsEnd
- a. **Required: Yes**
  - b. DateTime (eg:2011-07-05 14:30:05)
  - c. MaxLength: n/a
31. DLWindowsStart
- a. **Required: No**
  - b. DateTime (eg:2011-07-05 14:30:05)
  - c. MaxLength: n/a
32. DLWindowsEnd
- a. **Required: No,**
  - b. DateTime (eg:2011-07-05 14:30:05)
  - c. MaxLength: n/a
33. Reference
- a. **Required: No**
  - b. Will only allow 1 reference, delimited by pipe line.
  - c. Example: value1| value2|value3
34. RDInspectionNotes
- a. **Required: No**
  - b. DataType: String
  - c. MaxLength: 100
  - d. Purpose: This field will be added as a note
35. InstructionsForThisFulfillmentOnly
- a. **Required: No**

- b. DataType: String
  - c. MaxLength: 100
  - d. Purpose: This field will be added as a note
36. TruckLocation
- a. **Required: No**
  - b. DataType: String
  - c. MaxLength: 100
  - d. Purpose: This field will be added as a note

## Results

### Error

You will see the following message on error.

The screenshot shows the PROLOGISTICS Orders portal. At the top, there is a navigation bar with the PROLOGISTICS logo, 'Orders' dropdown, 'Welcome [username]', and a user icon. The main heading is 'CSV SPN Order Import'. Below it, instructions state: 'Upload a file that contains the following format. This will generate SPN Orders. Please note we only process CSV files. Please use this document to learn more about each field and how to use this portal.' The form includes a 'File' section with a 'Choose a file' button and a text input containing 'Test1Order.csv'. A 'Customer' dropdown menu is set to '2 Day Designs'. On the right, there are 'Create Orders' and 'Reset Form' buttons. Below the form, a table displays the import results. The table has columns for 'Sales Order', 'Result', 'Tracking Number', and 'Tracking Link'. One entry is shown with 'Sales Order' 789 and 'Result' 'Error: Order could not be created.' The table footer indicates 'Showing 1 to 1 of 1 entries' and includes 'Previous' and 'Next' navigation buttons. The footer of the page reads '© 2018 - Odin Administration Console'.

### Success

You will see the following message on success.



## CSV SPN Order Import

Upload a file that contains the [following format](#). This will generate SPN Orders. Please note we only process CSV files. Please use [this document](#) to learn more about each field and how to use this portal.

File  Test1Order.csv  
Customer

Show  entries

Search:

Sales Order	Result	Tracking Number	Tracking Link
789	Success	26U1003	<a href="http://tracking.agentgrid.net/prologistics/?id=26U1003">http://tracking.agentgrid.net/prologistics/?id=26U1003</a>

Showing 1 to 1 of 1 entries

Previous  Next