

# How to Create a Network Item

1. From **Card Fueling** module, click **Setup**. The **Setup** screen will be displayed.  
The default tab on **Setup** screen is the **Network** tab screen.  
[blocked URL](#)
2. Select a **Network** and click **Open** toolbar button. **Network** detail screen will be displayed.  
Navigate to **Item** tab.

Network - CF Test Network

New Save Delete Search Undo Close

Network ID: CF Test Network Description: CF Test Network Desc Network Type: PacPride

Details Site Site Tax Group Card Type Tax Code **Items** Product Authorization CFN State Code PacPride Host ID Connection Audit Log

+ Add Open Remove Export View Filter (F3)

Product Code	A/R Product	Description	Site
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3. Click **Add** grid button. The **Item** detail screen will be displayed.

Site Item -

New Save Delete Search Undo Close

Details Audit Log

Site Item Code \*

Site

A/R Item \*

Description

Include Quantity in Discount Calculation ☒

Include in MPG Calculation ☒

Carry Negative Balance ☐

Department Type

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4. Enter/Select the following required fields: **Site Item Code**, **Site**, **A/R Item**.  
Fill in the other fields as needed.

Site Item - SIC001

New Save Delete Search Undo Close

Details Audit Log

Site Item Code \* SIC001

Site Site01

A/R Item \* D2D

Description #2 Dyed Diesel (low sulfur)

Include Quantity in Discount Calculation ☒

Include in MPG Calculation ☒

Carry Negative Balance ☐

Department Type

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5. Click **Save** toolbar button. The **Item Number** will append on the screen title.  
Then click the **Close** toolbar button or **X** button.

Site Item - SIC001

New Save Delete Search Undo Close

Details Audit Log

Site Item Code \* SIC001

Site Site01

A/R Item \* D2D

Description #2 Dyed Diesel (low sulfur)

Include Quantity in Discount Calculation ☒

Include in MPG Calculation ☒

Carry Negative Balance ☐

Department Type

? 1.51s Saved Page 1 of 1 Refresh

6. In the **Network >Item** tab screen, the created item will be listed.

Network - CF Test Network

New Save Delete Search Undo Close

Network ID: CF Test Network Description: CF Test Network Desc Network Type: PacPride

Details Site Site Tax Group Card Type Tax Code **Items** Product Authorization CFN State Code PacPride Host ID Connection Audit Log

+ Add Open X Remove Export View Filter (F3) 1 Total Record(s)

Product Code*	A/R Product*	Description	Site
SIC001	D2D	#2 Dyed Diesel (low sulfur)	Site01

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Note: A/R Item is visible in Inventory > Items Screen.