

How to create register for Passport

Here are the steps on how to create a Register for **PASSPORT**:

1. From Store menu, click **Register**.

If there's an existing store, **Search register** screen will open. Otherwise, **Blank Register** screen will open automatically.

2. If there is existing **Register**. Click **New** to open blank Register screen.
3. Select a store. see [how to create store](#).
4. Enter Register Name
5. Select Register Class. Choose **Passport**
6. Enter **FTP Path**.

FTP path is automatically filled if the selected vendor has default FTP path in Accounts Payable > Vendor> vendor tab > store tab.

FTP path is empty if the selected vendor has no default FTP path in Accounts Payable > Vendor> vendor tab > store tab.
FTP path can still change even if there is default FTP path.

7. Enter **FTP Username**. *if required*

FTP Username is automatically filled if the selected vendor has default FTP Username in Accounts Payable > Vendor> vendor tab > store tab.

FTP Username is empty if the selected vendor has no default FTP Username in Accounts Payable > Vendor> vendor tab > store tab.
FTP Username can still change even if there is default FTP Username .

8. Enter **FTP Password**. *if required*

FTP Password is automatically filled if the selected vendor has default FTP Password in Accounts Payable > Vendor> vendor tab > store tab.

FTP Password is empty if the selected vendor has no default FTP Password in Accounts Payable > Vendor> vendor tab > store tab.
FTP Password can still change even if there is default FTP Password.

9. Enter **Purge Interval(Days)**
10. Fill out the details on Passport tab:
 - a. Select **XML GateWay Version**, default value is 3.4 version.
 - b. Enter **Register Store ID**,
 - c. Check/Uncheck **Support Combo Sales Dataset**
 - d. Check/Uncheck **Support Mix/Match Sales Dataset**
 - e. Check/Uncheck **Support Proprietary Fleet Cards**
 - f. Enter **Tax Strategy ID for Taxflag 1**
 - g. Enter **Tax Strategy ID for Taxflag 2**
 - h. Enter **Tax Strategy ID for Taxflag 3**
 - i. Enter **Tax Strategy ID for Taxflag 4**
 - j. Enter **Non-Taxable Strategy ID**

11. Click the Register file tab and verify the grid details
Note : Register File configurations has a default setup

Layout	File Type	File Prefix	File Pattern	Folder Path	Stored Procedure
Passport - MSM 3.4	Inbound	MSM	[prefix]+[MMddyyyyHHmmss]		uspSTCheckoutPassportMSM
Passport - MCM 3.4	Inbound	MCM	[prefix]+[MMddyyyyHHmmss]		uspSTCheckoutPassportMCM
Passport - ISM 3.4	Inbound	ISM	[prefix]+[MMddyyyyHHmmss]		uspSTCheckoutPassportISM
Passport - FGM 3.4	Inbound	FGM	[prefix]+[MMddyyyyHHmmss]		uspSTCheckoutPassportFGM
Passport - TLM 3.4	Inbound	TLM	[prefix]+[MMddyyyyHHmmss]		uspSTCheckoutPassportTLM
Passport Pricebook - ITT	Outbound	ITT	[version]+[yyyyMMddHHmmss]		uspSTstgInsertPricebookSendFile
Passport Pricebook Item List - ILT	Outbound	ILT	[version]+[yyyyMMddHHmmss]		uspSTstgInsertPromotionItemListSend
Passport Pricebook Combo - CBT	Outbound	CBT	[version]+[yyyyMMddHHmmss]		uspSTstgInsertComboSalesFile
Passport Pricebook Mix Match - MMT	Outbound	MMT	[version]+[yyyyMMddHHmmss]		uspSTstgInsertMixMatchFile
Passport - CPJR 3.4	Inbound	CPJR	[prefix]+[MMddyyyyHHmmss]		uspSTCheckoutPassportTranslog
Passport - TPM 3.4	Inbound	TPM	[prefix]+[MMddyyyyHHmmss]		uspSTCheckoutPassportTPM

12. Click **Save** button

Here are the steps on how to create a Register for commander:

1. From Store menu, click **Register**.

If there's an existing store, **Search register** screen will open. Otherwise, **Blank Register** screen will open automatically.

2. If there is existing **Register**. Click **New** to open blank Register screen.

3. Select a store. see [how to create store](#).

4. Enter Register Name

5. Select Register Class. Choose **Passport**

6. Enter **FTP Path**.

FTP path is automatically filled if the selected vendor has default FTP path in Accounts Payable > Vendor> vendor tab > store tab.

FTP path is empty if the selected vendor has no default FTP path in Accounts Payable > Vendor> vendor tab > store tab.

FTP path can still change even if there is default FTP path.

7. Enter **FTP Username**. *if required*

FTP Username is automatically filled if the selected vendor has default FTP Username in Accounts Payable > Vendor> vendor tab > store tab.

FTP Username is empty if the selected vendor has no default FTP Username in Accounts Payable > Vendor> vendor tab > store tab.

FTP Username can still change even if there is default FTP Username .

8. Enter **FTP Password**. *if required*

FTP Password is automatically filled if the selected vendor has default FTP Password in Accounts Payable > Vendor> vendor tab > store tab.

FTP Password is empty if the selected vendor has no default FTP Password in Accounts Payable > Vendor> vendor tab > store tab.

FTP Password can still change even if there is default FTP Password.

9. Enter Archive Path, it is where the xml file will be transferred. This should be a valid path.

a. Fill out the details:

i. Select the XML Version of the xml file. There are 2 options 3.4 and 3.3.

ii. Enter valid Register In-box path. This is optional, but if was supplied by the user, it will be prioritized over FTP path

iii. Enter valid Register Out-box path. This is optional, but if was supplied by the user, it will be prioritized over FTP path

Make sure that Register In-box path + Folder Path is accessible and existing path.

Make sure that Register Out-box path + Folder Path is accessible and existing path.

10. Click the Register file tab

a. Fill out the grid:

i. To setup for ISM File format

1. Layout: Radiant - ISM

2. File type: ISM

3. File Prefix: vtransset-tlog

4. File Pattern: [yyyyMMddHHmmss]

5. Folder Path: Store/Ruby/Inbound/

6. Stored Procedure: uspSTCheckoutPassportISM

ii. To setup for MSM File format

1. Layout:

a. Select Passport - MSM 3.4 (if XML is for 3.4)

b. Select Passport - MSM 3.3 (if XML is for 3.3)

2. File type: Inbound

3. File Prefix: MSM

4. File Pattern: [yyyyMMddHHmmss]

5. Folder Path: Store/Ruby/Inbound/

6. Stored Procedure: uspSTCheckoutPassportMSM

iii. To setup for MCM File format

1. Layout:

a. Select Passport - MCM 3.4 (if XML is for 3.4)

- b. Select Passport - MCM 3.3 (if XML is for 3.3)
 - 2. File type: Inbound
 - 3. File Prefix: MCM
 - 4. File Pattern: [yyyyMMddHHmmss]
 - 5. Folder Path: Store/Ruby/Inbound/
 - 6. Stored Procedure: uspSTCheckoutPassportMCM
- iv. To setup for FGM File format
 - 1. Layout: Passport - FGM
 - a. Select Passport - FGM 3.4 (if XML is for 3.4)
 - b. Select Passport - FGM 3.3 (if XML is for 3.3)
 - 2. File type: Inbound
 - 3. File type: Inbound
 - 4. File Prefix: FGM
 - 5. File Pattern: [yyyyMMddHHmmss]
 - 6. Folder Path: Store/Ruby/Inbound/
 - 7. Stored Procedure: uspSTCheckoutPassportFGM
- v. To setup for TLM File format
 - Layout: Passport - TLM
 - a. Select Passport - TLM 3.4 (if XML is for 3.4)
 - b. Select Passport - TLM 3.3 (if XML is for 3.3)
 - 2. File type: Inbound
 - 3. File type: Inbound
 - 4. File Prefix: TLM
 - 5. File Pattern: [yyyyMMddHHmmss]
 - 6. Folder Path: Store/Ruby/Inbound/
 - 7. Stored Procedure: uspSTCheckoutPassportTLM
- vi. To setup for Pricebook File
 - 1. Layout: Pricebook File
 - 2. File type: Outbound
 - 3. File type: ITT
 - 4. File Prefix: vtransset-tlog
 - 5. File Pattern: [version]+[yyyyMMddHHmmss]
 - 6. Folder Path: Store/Ruby/Inbound/
 - 7. Stored Procedure: uspSTstgInsertPricebookSendFile
- vii. To setup for Promotion Item List
 - 1. Layout: Promotion Item List
 - 2. File type: Outbound
 - 3. File Prefix: ILT
 - 4. File Pattern: [version]+[yyyyMMddHHmmss]
 - 5. Folder Path: Store/Ruby/Inbound/
 - 6. Stored Procedure: uspSTstgInsertPromotionItemListSend
- viii. To setup for Pricebook Combo
 - 1. Layout: Pricebook Combo
 - 2. File type: Outbound
 - 3. File Prefix: CBT
 - 4. File Pattern: [version]+[yyyyMMddHHmmss]
 - 5. Folder Path: Store/Ruby/Inbound/
 - 6. Stored Procedure: uspSTstgInsertComboSalesFile
- ix. To setup for Pricebook Mix Match
 - 1. Layout: Radiant - MSM
 - 2. File type: Outbound
 - 3. File Prefix: MMT
 - 4. File Pattern: [version]+[yyyyMMddHHmmss]
 - 5. Folder Path: Store/Ruby/Inbound/
 - 6. Stored Procedure: uspSTstgInsertMixMatchFile