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Category	Technical
Course	Location Setup
Version	1.0
Client	Generic
Software	2.14.100

Hints and Tips

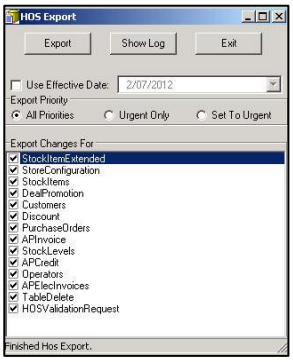
- ✓ **Important!!** If your business has a **full store load** pending from a supplier, this will be exported at the same time you manually export your changes. This will be a large file that may take a few hours to process.
- ✓ You can click Show Log to view a summary of the number of changes exported.
- ✓ When the store applies the host changes:
  - **Deal Promo Calc** updates the stock records for changes effective today (removes the "pending change')
  - **Price Update** sends any price changes effective today to the registers.

Manually Export Changes to a Store

Changes are usually configured to be transferred to stores during overnight automatic processing.

You can perform this task manually, especially if there are urgent changes to apply; the affected store/s must also manually import the change/s.

Procedure to Manually Export Changes to a Store

1.	From the desktop screen, double-click the SUREfire HOS folder.	
2.	Double-click the **HOSExport** shortcut.	
3.	If required, select an **Effective Date** to only export changes that have an effective date up to and including the selected date. **Usually not used, as you want promotions and deals to be at stores sooner than their start date.**	
4.	It's recommended that you select all the **Export Changes for** check boxes. **Some changes impact in several ways, and it isn't always obvious which options you need to select (which may result in errors).** **Only records that have changed will be exported.** **The other filtering options aren't used.**	
5.	Click Export. **The bottom of the screen displays a message once the export has finished.**	
6.	Click Exit.	
7.	Wait several minutes, and then call the affected store/s and ask them to complete their normal host processes: • From the desktop screen, double-click the **SUREfire BOS** folder. • Double-click the **Process HOST** shortcut. • If the retail or promotion price has changed, print a new ticket from Labels Wizard. • Double-click the **DealPromoCalc** shortcut. • Double-click the **PriceUpdate** shortcut. • Double-click the **SendtoSales** shortcut if applicable. **These tasks may be called something similar or combined into a single shortcut in your business.**	
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