

Specified Delivery Dates File

This file allows the distributor to set up delivery days for their accounts based on specific calendar dates. This file will also allow the distributor to set multiple delivery slot windows for each delivery day, if they wish. With this data, the OrderMaestro user will be able to select only delivery days they have availability to, as well as a time of day for the delivery.

The account will only be allowed to choose delivery dates within their delivery date window. Only delivery dates that exist in this file will be given as an option for delivery day selection when the user submits their order. If no delivery days are provided for an account, the distributor can choose to prevent the account from submitting the order, or default delivery days at the distributor level can be provided to iTradeNetwork. These defaults will be used only when the account does not have any delivery date assignments.

Position	Field	Type	Max Length	Required	Comments
1	*Distributor Code	A	30	Yes	The iTrade unique identifier for the distributor that owns the account.
2	*Distribution Center Code	A	30	Yes	The distributor's warehouse where the account's orders are fulfilled.
3	*Account Number	A	50	Yes	The distributor's unique account identifier.
4	*Delivery Date	N	8	Yes	The delivery day the account is assigned. Only provide future dates in the file; past dates will be ignored. Use ISO standard format. YYYYMMDD (e.g., 19990131).
5	Delivery Slot Description	A	50	*No	The account delivery slot label/description. *This field is required if the distributor is supplying multiple delivery slots within the same delivery date. An example would be a twice-a-day schedule where the slots are labelled "AM" and "PM". OrderMaestro will display the description as it is given in

iTradeNetwork Inc. OrderMaestro File Specification

					<p>this field.</p> <p>The distributor should send the description in text that is readable to the end user ordering for this account. For example, if the user ordering for this account is a French speaker, then this text should be in the French language.</p> <p>If delivery slot selections will not be used, this field should be left blank.</p>
6	*Delivery Start Time	A	5	*No	<p>The account's delivery slot start time. Use HH:MM (24 hour clock). For example, for a delivery window of 8 a.m. to 10 a.m., the start time would be 08:00.</p> <p>*This field is required if the distributor is supplying multiple delivery slots within the same delivery date. This field is one of the unique keys for this file, but only when delivery slots are used.</p> <p>The start time will be passed to the distributor on the Purchase Order document.</p> <p>If delivery slot selections will not be used, this field should be left blank.</p>
7	Delivery End Time	A	5	*No	<p>The account's delivery slot end time. Use HH:MM (24 hour clock). For example, for a delivery window of 8 a.m. to 10 a.m., the end time would be 10:00.</p> <p>*This field is required if the distributor is supplying multiple delivery slots within the same delivery date, or if iTrade will need to calculate the Cutoff Time for the Delivery Date (see Lead Time below).</p> <p>The Delivery End Time is used to calculate the cut-off date and cut-off time for the delivery date if the cut-off values are not sent. If the cut-off values are not sent and the Delivery End Time is empty, iTrade will default this</p>

iTradeNetwork Inc. OrderMaestro File Specification

					<p>value to midnight (00:00).</p> <p>The end time will be passed to the distributor on the Purchase Order document when the Delivery End Time is used for Delivery Slots.</p> <p>If the distributor chooses not to allow delivery slot selections and the distributor specifies the Cut-off Date and Cut-off Time, this field should be left blank.</p>																
8	Lead Time (minutes)	A	6	*No	<p>The delivery date order lead time, in minutes (for example, 360).</p> <p>The cut-off time for the particular delivery day would be calculated based on the Delivery End Time.</p> <p>For example, for a delivery date of Tuesday, January 6, 2015 and a Delivery End Time of 15:00, the order would need to be submitted to the distributor by 9am.</p> <p>(See examples below that show how these fields are populated).</p> <table><tr><td>Delivery Date & End Time</td><td>2015-01-06 15:00:00.000</td></tr><tr><td>Lead Time</td><td>- 360 minutes</td></tr><tr><td colspan="2"><hr/></td></tr><tr><td>Cut-off Date and Time</td><td>2015-01-06 09:00:00.000</td></tr></table> <p>Here is another example where the distributor requires a 2 day lead time for delivery. (Note: 1 day = 1440 minutes)</p> <table><tr><td>Delivery Date & End Time</td><td>2015-01-06 15:00:00.000</td></tr><tr><td>Lead Time</td><td>- 2880 minutes</td></tr><tr><td colspan="2"><hr/></td></tr><tr><td>Cut-off Date and Time</td><td>2015-01-04 15:00:00.000</td></tr></table>	Delivery Date & End Time	2015-01-06 15:00:00.000	Lead Time	- 360 minutes	<hr/>		Cut-off Date and Time	2015-01-06 09:00:00.000	Delivery Date & End Time	2015-01-06 15:00:00.000	Lead Time	- 2880 minutes	<hr/>		Cut-off Date and Time	2015-01-04 15:00:00.000
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iTradeNetwork Inc. OrderMaestro File Specification

					<p>Here is an example where the distributor has a 2 day lead time for delivery, but has not provided a Delivery End Time. In this case, iTrade will default the End Time to the start of the delivery date (midnight).</p> <table><tr><td>Delivery Date & No End Time</td><td>2015-01-06 00:00:00.000</td></tr><tr><td>Lead Time</td><td>- 2880 minutes</td></tr><tr><td colspan="2"><hr/></td></tr><tr><td>Cut-off Date and Time</td><td>2015-01-04 00:00:00.000</td></tr></table> <p>The distributor can choose to supply the Delivery End Time and Lead Time, or they can opt to provide the Cut-off Date and Cut-off Time instead. The Lead Time should be left blank if the Cut-off Date and Cut-off Time values will be provided instead.</p> <p>Cut-off Date and Time will take precedence over the Lead Time, and Lead Time will be ignored if both are provided.</p>	Delivery Date & No End Time	2015-01-06 00:00:00.000	Lead Time	- 2880 minutes	<hr/>		Cut-off Date and Time	2015-01-04 00:00:00.000
Delivery Date & No End Time	2015-01-06 00:00:00.000												
Lead Time	- 2880 minutes												
<hr/>													
Cut-off Date and Time	2015-01-04 00:00:00.000												
9	Cut-off Date	N	11	*No	<p>The account’s order cut-off date for this delivery day. This is only required if the distributor chooses to specify the exact cut-off date rather than having it calculated in OM. The date should be in ISO standard format. YYYYMMDD (e.g., 19990131).</p> <p>Cut-off Date and Time will take precedence over the Lead Time and Lead Time will be ignored if both are provided. Both Cut-off Date and Cut-off Time fields need to be provided. If they are not, then iTrade will look for the Lead Time. If Lead Time is not provided, the record will be ignored.</p> <p>The Cut-off Date should be sent according to the Distribution Center’s time zone.</p> <p>Using the Cut-off fields is recommended over having the cut-offs calculated by iTrade using the Lead Time.</p>								

iTradeNetwork Inc. OrderMaestro File Specification

10	Cut-off Time	A	11	*No	<p>The account's order cut-off time for this delivery day and cut-off date. This is required if the distributor chooses to specify the exact cut-off time rather than having it calculated in OM. The time should be sent using the 24 hour clock (HH:MM).</p> <p>Cut-off Date and Time will take precedence over the Lead Time and Lead Time will be ignored if both are provided.</p> <p>The Cut-off Time should be sent according to the Distribution Center's time zone.</p> <p>Using the Cut-off fields is recommended over having the cut-offs calculated by iTrade using the Lead Time.</p>
11	Update Type	A	1	Yes	<p>The action that will be taken for this record.</p> <p>M = Maintain The file will maintain all records with the following rules:</p> <ul style="list-style-type: none"> • New delivery slots will be created. • Existing delivery slots will be updated. <p>D = Delete</p> <ul style="list-style-type: none"> • Delivery slots will be deleted <p>R = Refresh If using Refresh, every record in this file should be assigned R update type</p> <ul style="list-style-type: none"> • New delivery slots will be created • Existing delivery slots will be updated • Missing delivery slots will be deleted <p>If the file contains Maintain update types with Refresh update types, all Refresh lines will be changed to Maintain update types. If a refresh is intended, then all lines must have the R update type.</p>

iTradeNetwork Inc. OrderMaestro File Specification

					If the file is significantly smaller than the previous Specified Delivery Dates file sent and all lines have an R Update type, iTrade will change all Update Types to M. This is to prevent deletion of account delivery days in the event the smaller file was sent in error.
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Unique Keys

* The **Distributor Code**, **Distribution Center Code**, **Account Number**, **Delivery Date** and **Delivery Start Time** represent keys to this file.

File Name

The file should be named as follows: [%DeliveryDates%] + [nnn] + [.txt] where *nnn* is a unique identifier (example using date & time stamp: DeliveryDates_20190607_1611.txt).

Field Delimiters

Files will be pipe (|) delimited. For each type, the relative position of each field must be maintained regardless of whether all fields contain data. This means you must enter a tab or pipe for every field listed in a row even if it may not be marked as “required”.

Dependencies

This file is dependent on the Account Master file.

Specified Delivery Dates file Considerations

- The record will be ignored if the Distributor Code does not match to a valid distributor in OrderMaestro
- The record will be ignored if the Distribution Center Code does not match to a valid distribution center for the distributor in OrderMaestro
- The record will be ignored if the Account Number does not match to a valid account in OrderMaestro
- The record will be ignored if the Delivery Date is an invalid date, or is a past date
- The record will be ignored if the Cut-off Date is an invalid date, and Lead Time is not provided
- The record will be ignored if the Cut-off Time is an invalid time, and Lead Time is not provided
- The record will be ignored if the both Cut-off Date & Time fields are not supplied, or they are not in the correct format, and Lead Time is not provided
- The record will be ignored if the Lead Time is not numeric, and Cut-off Date & Cut-off Time are not provided

iTradeNetwork Inc. OrderMaestro File Specification

- If the formatting of the file does not match to the specification, the file will fail to load.
- All leading and trailing spaces will be removed from all values in the file. However, it is best to leave the spaces off to expedite file processing.

Examples of a delivery days file

Example 1

This example shows how the same account can have 2 delivery slots for the same delivery date.

Field	Example 1	Example 2	Notes
*Distributor Code	DIST1	DIST1	The distributor for this account.
*Distribution Center Code	001	001	The distribution center for this account.
*Account Number	A123450	A123451	The distributors account number.
*Delivery Date	20150106	20150106	The date the user can choose to have their order delivered for this account. (In YYYYMMDD format.)
Delivery Slot Description	AM	PM	The delivery slot the user can choose for this account.
*Delivery Start Time	08:00	13:00	The time the delivery slot starts.
Delivery End Time	10:00	15:00	The time the delivery slot ends.
Lead Time (minutes)	1230	360	The lead time needed by the distributor to fulfil an order for this delivery date and time slot.
Cut-off Date			Since a cut-off date and time has not been provided, it will need to be calculated based on the Lead Time and Delivery End Time fields. Example 1: Delivery Date & End Time 2015-01-06 10:00:00.000
Cut-off Time			

iTradeNetwork Inc. OrderMaestro File Specification

			<div> <div> <div>Lead Time</div> <div>- 1230 minutes</div> </div> <hr/> <div> <div>Cut-off Date and Time</div> <div>2015-01-05 13:30:00.000</div> </div> </div> <p>Example 1 is allowing the user to select this delivery day and delivery slot up until 1:30 pm of the day before the delivery.</p> <p>Example 2:</p> <div> <div> <div>Delivery Date & End Time</div> <div>2015-01-06 15:00:00.000</div> </div> <div> <div>Lead Time</div> <div>- 360 minutes</div> </div> </div> <hr/> <div> <div>Cut-off Date and Time</div> <div>2015-01-06 09:00:00.000</div> </div> <p>Example 2 is allowing the user to select this delivery day up until 9am of the same day, however they will only be allowed to select the “PM” delivery slot.</p>
Update Type	R	R	iTrade will check to see if this delivery date and slot needs to be inserted or updated in the system.

iTradeNetwork Inc. OrderMaestro File Specification

Example 2

This example shows how the distributor can specify the cut-off dates and times in the file.

Field	Example 1	Example 2	Notes
*Distributor Code	DIST1	DIST1	The distributor for this account.
*Distribution Center Code	001	001	The distribution center for this account.
*Account Number	A123452	A123453	The distributors account number.
*Delivery Date	20150106	20150106	The date the user can choose to have their order delivered for this account. (In YYYYMMDD format.)
Delivery Slot Description	AM	PM	The delivery slot the user can choose for this account.
*Delivery Start Time	08:00	13:00	The time the delivery slot starts.
Delivery End Time	10:00	15:00	The time the delivery slot ends.
Lead Time (minutes)			The lead time is not provided, specific cut-off dates and times will need to be provided, or this record will not be loaded into OM.
Cut-off Date	20150105	20150106	Example 1 is allowing the user to select this delivery day and delivery slot up until 1:30 pm of the day before the delivery. Example 2 is allowing the user to select this delivery day up until 9am of the same day, however they will only be allowed to select the “PM” delivery slot.
Cut-off Time	13:30	09:00	
Update Type	R	R	iTrade will check to see if this delivery date and slot needs to be inserted or updated in the system.

iTradeNetwork Inc. OrderMaestro File Specification

Example 3

This example shows how the distributor can send specific delivery dates, without setting up delivery slots.

- Note there are 2 accounts from 2 different distributors.

Field	Example 1	Example 2	Notes
*Distributor Code	DIST1	DIST2	The distributor for this account.
*Distribution Center Code	001	002	The distribution center for this account.
*Account Number	A123454	B123455	The distributors account number.
*Delivery Date	20150106	20150106	The date the user can choose to have their order delivered for this account. (In YYYYMMDD format.)
Delivery Slot Description			Delivery Slots are not used, so this field is left blank.
*Delivery Start Time			Delivery Slots are not used, so this field is left blank.
Delivery End Time	10:00	15:00	The time the delivery slot ends.
Lead Time (minutes)	12:30		In example 1, distributor 1 is not sending specific cut-off dates and times, so the lead time will be used to calculate the cut-off date and time. In example 2, distributor 2 is sending the cut-off dates and times, so OM does not need to do the calculation.
Cut-off Date		20150106	Example 1 is allowing the user to select this delivery day and delivery slot up until 1:30 pm of the day before the delivery.
Cut-off Time		09:00	Example 2 is allowing the user to select this delivery day up until 9am of the same day, however they will only be allowed to select the "PM" delivery slot.
Update Type	R	R	iTrade will check to see if this delivery date and slot needs to be inserted or updated in the system.

iTradeNetwork Inc. OrderMaestro File Specification

Sample File

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1 DIST1|001|A123450|20150106|AM|08:00|10:00|1230|||RCR|LF
2 DIST1|001|A123451|20150106|PM|13:00|15:00|360|||RCR|LF
3 DIST1|001|A123452|20150106|AM|08:00|10:00||20150105|13:30|RCR|LF
4 DIST1|001|A123453|20150106|PM|13:00|15:00||20150106|09:00|RCR|LF
5 DIST1|001|A123454|20150106|||10:00|12:30|||RCR|LF
6 DIST2|002|B123455|20150106|||15:00||20150106|09:00|RCR|LF
7
```

Things to note:

1. Blanks are used for fields that have no values.
2. **Windows** Carriage Return (CR 0x0D) and Line Feed (LF 0x0A) control characters are used as line terminators.
3. Pipe delimiters separate each field.
4. There are 48 fields to match the 11 fields in the specification.
5. For this example, word wrap is used to show all fields.
6. The Update Type is R for every row, which will force the system to match the file.
7. There are no leading or trailing spaces.
8. Note: The data shows a mixture of possible

iTradeNetwork Inc. OrderMaestro File Specification

OrderMaestro Views of Specified Delivery Day information

The administrative user will see the delivery dates and delivery slot times listed for each account.

Account Details	Order Validation	Delivery Days	Product Attributes	Assign Order Guides	
Future Orders			Future Orders		
<input checked="" type="radio"/> System Defined <input type="checkbox"/> Enable Future Orders			<input type="radio"/> User Defined <input type="checkbox"/> Enable Future Orders		
Delivery Days			Delivery Days		
<input checked="" type="radio"/> System Defined Delivery Date Window: 14 (180 days max)			<input type="radio"/> User Defined Delivery Date Window: <input type="text" value="0"/> (180 days max)		
NOTE: All times are MDT					
Delivery Date	Description	Start Time	End Time	Cutoff Date	Cutoff Time
Friday 6/21/2019	AM	8:00 AM	11:30 AM	Wednesday 6/19/2019	3:00 PM
Friday 6/21/2019	PM	1:30 PM	3:00 PM	Thursday 6/20/2019	5:00 PM
Monday 6/24/2019	AM	8:00 AM	11:30 AM	Saturday 6/22/2019	3:00 PM
Monday 6/24/2019	PM	1:30 PM	3:00 PM	Sunday 6/23/2019	5:00 PM
Thursday 6/27/2019	AM	8:00 AM	11:30 AM	Tuesday 6/25/2019	3:00 PM
Thursday 6/27/2019	PM	1:30 PM	3:00 PM	Wednesday 6/26/2019	5:00 PM
Friday 6/28/2019	AM	8:00 AM	11:30 AM	Wednesday 6/26/2019	3:00 PM
Friday 6/28/2019	PM	1:30 PM	3:00 PM	Thursday 6/27/2019	5:00 PM
Sunday 6/30/2019	AM	8:00 AM	11:30 AM	Friday 6/28/2019	3:00 PM
Sunday 6/30/2019	PM	1:30 PM	3:00 PM	Saturday 6/29/2019	5:00 PM
Wednesday 7/3/2019	AM	8:00 AM	11:30 AM	Monday 7/1/2019	3:00 PM
Wednesday 7/3/2019	PM	1:30 PM	3:00 PM	Tuesday 7/2/2019	5:00 PM

iTradeNetwork Inc. OrderMaestro File Specification

The unit user will see their next delivery date and delivery slot times listed in the Account window pop up.

<input checked="" type="checkbox"/> iTradeAuto Fruits and Vegetables DC Account Name: Redudiman Food Court Account Number: 1000-01	Wed, Jun 19 3:00 PM MDT Thu, Jun 20 5:00 PM MDT	Fri, Jun 21 8:00 AM to 11:30 AM MDT Fri, Jun 21 1:30 PM to 3:00 PM MDT
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The unit user will be able to select the delivery dates sent for the account in the delivery date calendar.

The screenshot shows a web application interface for 'iTradeAuto Fruits and Vegetables : Redudiman Food Court'. The account number '1000-01' is visible. The main form contains the following fields:

- PO#: [Empty text box]
- Delivery Date: 6/21/2019 [Calendar icon]
- Slot: 8:00 AM To 11:30 AM [Dropdown arrow]
- Type: Truck [Dropdown arrow]
- Lead Days: 0
- ☐ Separate Invoice
- Instructions: [Empty text box]
- Show Items [Button]
- Validate/Submit [Button]



An 'Edit Delivery Date' pop-up window is open, displaying a calendar for June 2019. The calendar has a header row with days of the week (S, M, T, W, T, F, S) and a grid of dates. The date 21 is highlighted in the grid.

June 2019						
S	M	T	W	T	F	S
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6

iTradeNetwork Inc. OrderMaestro File Specification

The Delivery Slot drop down will show the time frames the unit user can select for delivery within the delivery date.

ITradeAuto Fruits and Vegetables : Redudiman Food Court Acct# : 1000-01

<p>PO# : <input type="text"/></p> <p>Delivery Date: <input type="text" value="6/21/2019"/> </p> <p>Slot: <input type="text" value="8:00 AM To 11:30 AM"/> </p> <p>Type: <input type="text" value="8:00 AM To 11:30 AM"/></p> <p>Lead Days: <input type="text" value="0"/></p> <p><input type="checkbox"/> Separate Invoice</p> <p>Instructions</p> <div><input type="text"/></div>	<p>Summary</p> <p>\$43.92</p> <p>3 items</p> <p>6 pieces</p>
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Show Items

Validate/Submit

iTradeNetwork Inc. OrderMaestro File Specification

After order submission, the user will see a confirmation of the delivery date and delivery slot time they selected.

Order Validation and Submission

Order (Tracking # 9053002) has been processed

ITradeAuto Fruits and Vegetables : Redudiman Food Court Acct# : 1000-01

PO # :

Delivery : Date : 6/21/2019

Summary : Total : \$43.92

Slot : 8:00 AM To 11:30 AM

3 items, 6 pieces

Type : Truck

Print Receipt

Select Output Format ▾

Close

iTradeNetwork Inc. OrderMaestro File Specification

Specified Delivery Date file revisions:

Rev	Changes	Date
1.1.0	Initial Release of 1.1	4/29/2015
1.1.1	No functional changes; only added additional documentation and clarified instructions	6/7/2019