

TERRITORY

Territory Codes are usually geographical areas. Each Customer record has a Territory Code. This Code can be up to six characters. They can be States or Counties, driver routes, or anything else you might need as a sort option. Sales Analysis Generator reports and customer listings can be sorted by territory. Selection criteria can be used to print one or more territories.

Menu Select.

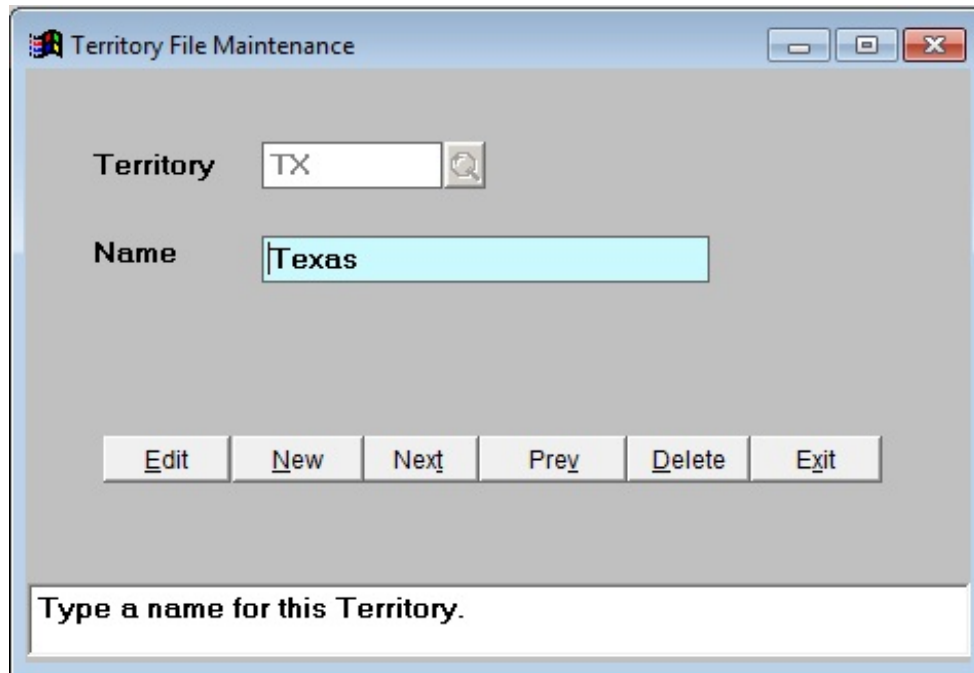
From the Master File Maintenance submenu, select *Territory*.

Add Change Delete Territory

Territory Report

Quit

Add Change Delete Territory



Territory File Maintenance

Territory TX

Name Texas

Edit New Next Prev Delete Exit

Type a name for this Territory.

Territory Number.

Enter a Territory Number (up to six characters).

Description.

Enter a Description.

OPTION BUTTONS. Click on the button or press the underlined letter.

<**E**dit> Click on the field to be changed or click <Edit> and then the field to change.

<**N**ew> Add a NEW record.

<**N**ext> Display the next record.

<**P**rev> Display the previous record.

<**D**ele**t**e> Delete to delete this record.

A popup box with 'Do You Want to Delete This Record? (Y or N)?' displays.

Click the 'Yes' button to delete the record or the 'No' button to cancel the delete.

<**E**xit> Exit/quit Fuel Type file maintenance.

Territory Report

Description:

The Territory Report is a listing of all territory records in the file.

Menu Select:

From the Master File Maintenance submenu, select - *Territory*

From the Territory submenu, select - *Territory Report*.

Enter Fuel Type Report Options:

Output to: *S=Screen* *P=Printer* *F=Text File* *Q=Quit*

Enter The Date.

The current system date displays. Press *enter* to accept the date or enter a report date. This date has no affect on the report.

Is Everything Ok? (Y/N/P=Printer/Q=Quit).

Y - print the report using the selected printer or screen.

P - change to a different printer or print option.

N or Q - quit without printing.

Date: 03/24/2006
Time: 15:52:40

Petro-Data Demo
Territory Report 03/24/2006

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Territory Code Description

1	CASTROVILLE
2	SAN ANTONIO
3	LA VERNIA
FL	FLORIDA
HONDO	HONDO
LA	LOUISIANA
MS	MISSISSIPPI
SA	SAN ANTONIO
TX	TEXAS

Territory Report