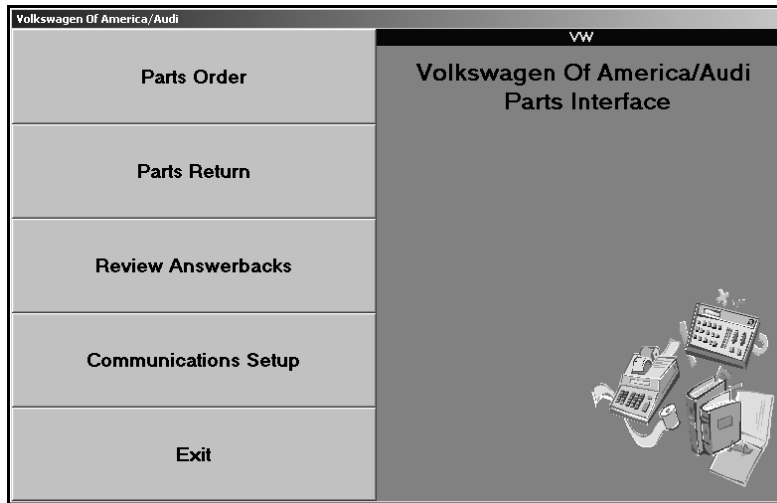This utility allows Volkswagen and Audi dealers to transmit parts orders and parts returns and to receive answerbacks.  In order to access this utility, the current inventory source must be mapped to a Volkswagen or Audi parts price tape.  You can verify the price tape information for an inventory source by selecting **Operating Defaults** on the Parts System Setup & Updates menu.

**Important:**  Check your dealer code on the Operating Defaults screen in the Parts System Setup for your Volkswagen and Audi parts source.  The dealer code must appear in the **P&A** code field, and the field should only contain numbers.  Do not include special characters such as dashes or slashes in this field.  For example, if your code is 123-456, it should appear in this field as 123456.
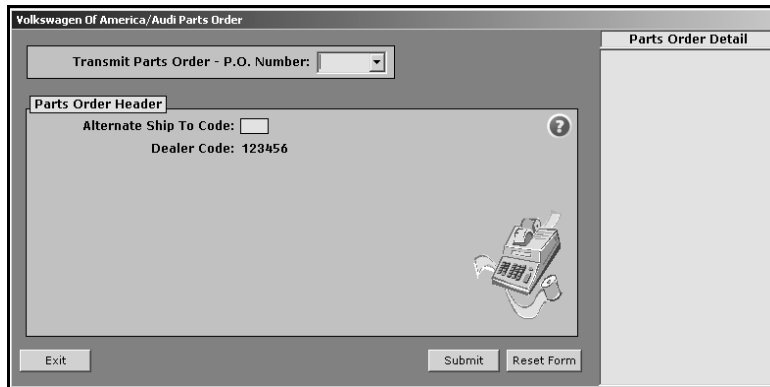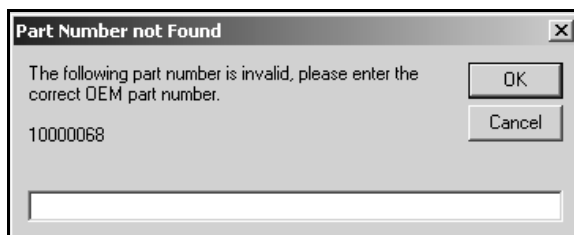


## Transmitting Parts Orders

1.  Generate a parts order as you normally do.

2.  Click **Volkswagen/Audi Communications** on the Resupply & Returns menu.  The Volkswagen of America/Audi Parts Interface menu appears.

**Tip:**  You can also access the utility by clicking **Utilities** on the Parts Inventory main menu, and then clicking **Volkswagen/Audi**.

3.  Click **Parts Order**.  The Volkswagen of America/Audi Parts Order screen appears.
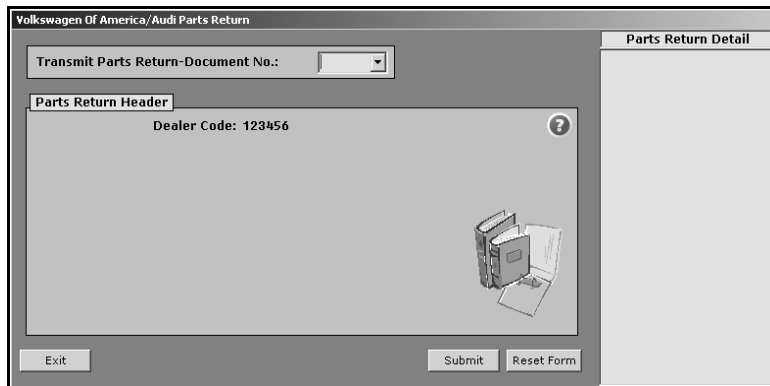


4.  Select the purchase order from the **P.O. Number** list.  The list displays all parts orders in the AutoSoft DMS Parts Inventory module.

5.  The Parts Order Detail window on the right side of the screen displays a list of the parts on the order and the order quantity for each part.  If you need to edit the order, close this screen, and return to the Resupply & Returns menu to edit the parts order.

6.  The **Alternate Ship To Code** applies to Canadian dealers only.  If applicable, type the appropriate code.  The program automatically skips this field for US dealers.

7.  Your dealer code automatically fills in from the setup.  Verify this is the correct code.  You cannot edit the code from this screen.  If this is not the correct code, you will have to use the Miscellaneous Parts Parameters screen in the Parts Inventory setup to edit the code.

8.  Click **Submit** to transmit the file.

9.  Click **OK** when prompted to verify you want to transmit the order.

10. The program checks that the part numbers on the order are valid OEM part numbers.  If there is an invalid part number on the order, the program displays a dialog box that identifies the invalid part number.  In the field provided, type the correct part number, and click **OK**.  (Clicking **Cancel** cancels the transmission.)



11. When the transmission is complete, the program returns you to the Volkswagen of America/Audi Parts Interface menu.

# Transmitting Parts Returns

1. Generate a parts return as you normally do.

2. Click **Volkswagen/Audi Communications** on the Resupply & Returns menu.  The Volkswagen of America/Audi Parts Interface menu appears.

3. Click **Parts Return**.  The Volkswagen of America/Audi Parts Return screen appears.



4. Select the return document from the **Document Number** list.  The list displays all parts returns in the AutoSoft DMS Parts Inventory module.

5. The Parts Return Detail window on the right side of the screen displays a list of the parts on the order and the order quantity for each part.  If you need to edit the return, close this screen, and return to the Resupply & Returns menu to edit the parts order.

6. Your dealer code automatically fills in from the setup.  Verify this is the correct code.  You cannot edit the code from this screen.  If this is not the correct code, you will have to use the Miscellaneous Parts Parameters screen in the Parts Inventory setup to edit the code.

7. Click **Submit** to transmit the file.

8. Click **OK** when prompted to verify you want to transmit the order.

9. The program begins transferring the order.

10. The program checks that the part numbers on the return document are valid OEM part numbers. If there is an invalid part number on the return, the program displays a dialog box that identifies the invalid part number.  In the field provided, type the correct part number, and click **OK**. (Clicking **Cancel** cancels the transmission.)

11. When the transmission is complete, the program returns you to the Volkswagen of America/Audi Parts Interface menu.

# Reviewing Answerbacks

Once you transmit the order to Volkswagen, you can view your answerback for the selected order.  This allows you to check the status of the order.

1.  Click **Review Answerbacks** on the Volkswagen of America/Audi Parts Interface menu.  The Volkswagen of America/Audi Parts Shipment screen appears.



2.  Click the tab that corresponds to the type of answerback you want to review.  You can view answerbacks for order acknowledgements, order invoices, and return acknowledgements.

3.  Select the document number from the **Document Number** list.  The list displays all parts orders, invoices, and return documents transmitted to Volkswagen using the Volkswagen of America/Audi Parts Interface utility.

4.  The screen displays the information.  The **Status Text** column displays the status of each part in the order.  For example, this column will identify if the part has been shipped, if you transmitted an invalid part number, if parts are on back order, if part numbers have been superceded, etc.

5.  When you are finished reviewing the answerback, click **Exit** to close the screen.

6.  Click **Exit** to close the Volkswagen of America/Audi Parts Interface menu.

7.  Click **Exit** on the Utilities menu to return to the Parts Inventory main menu.

**Note:**  The **Communication Setup** option is used when you are initially setting up your Volkswagen of America/Audi Parts Interface.  An AutoSoft International Support Desk representative will assist you with this setup.  You must obtain a password from AutoSoft International in order to access the setup screen.