

This utility allows Mitsubishi dealers to download parts orders and parts returns to Mitsubishi. To access this utility, the current inventory source must be mapped to a Mitsubishi 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.



## Downloading Parts Orders

1. Generate a parts order as you normally do.
2. Click **Mitsubishi Communications** on the Resupply & Returns menu. The Mitsubishi Parts Interface menu opens.

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

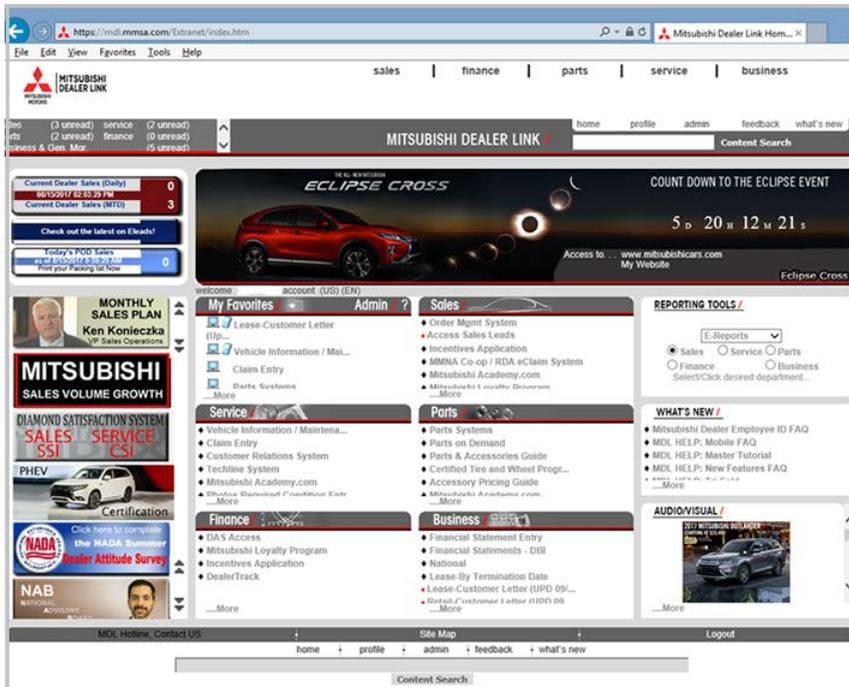
3. Click **Parts Orders**. The Mitsubishi Parts Order Interface screen opens.

4. Use the **P.O. Number** list to select the purchase order. The list displays all the parts purchase orders in the system. The purchase order number should use the following format: NNNNT. N represents four alphanumeric characters, and T represents the letter that corresponds to the order type.
5. When you select the purchase order, the window on the right side of the screen displays a list of the parts on the purchase order for your reference.
6. Use the **Order Type** list to select the appropriate order type: stock order, special handling order, daily order.

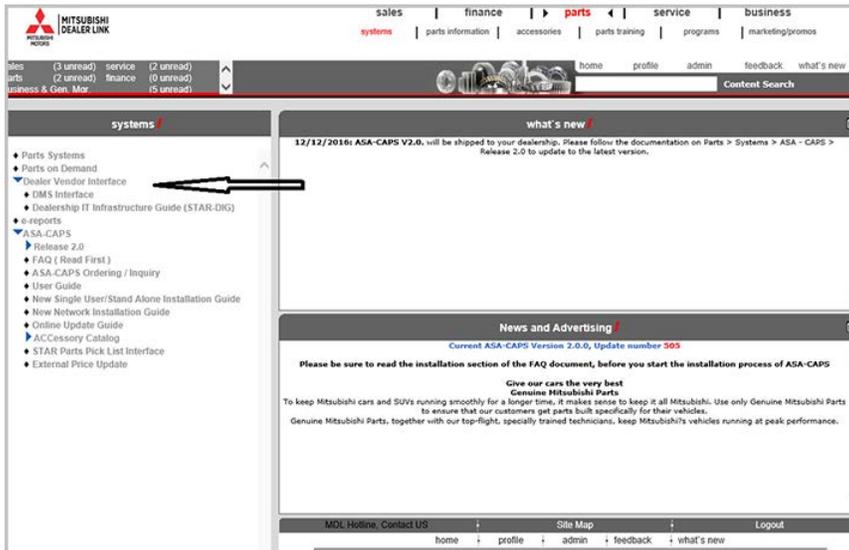
7. Fill in the **Ship To Name** and **Bill To Name**.
8. Click **Submit**.
9. Click **OK** when prompted to verify you want to download the file.
10. The system displays a message indicating the download is complete. Click **OK** to acknowledge the message.
11. The system returns you to the Mitsubishi Parts Interface menu.

12. Navigate to the MitsubishiDealerLink.com and log in.

13. Click **Parts** on the homepage.

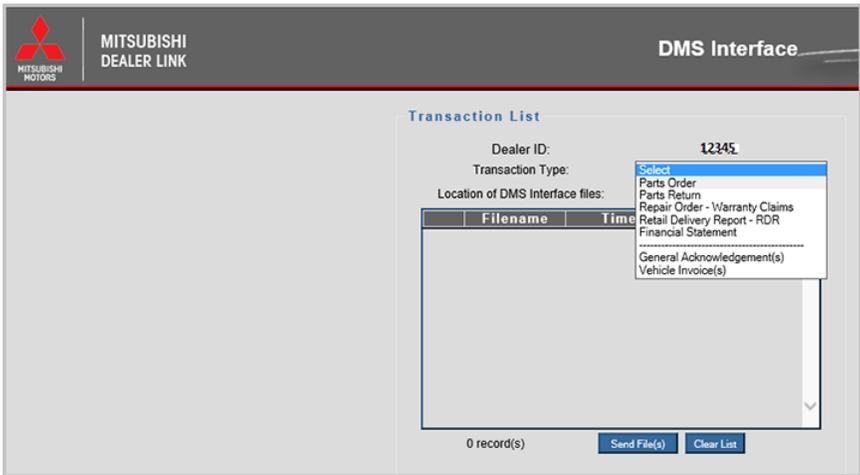


14. Select **Systems** from the options that open below the main navigation. Then click **Dealer Vendor Interface** in the left navigation if it is not expanded.

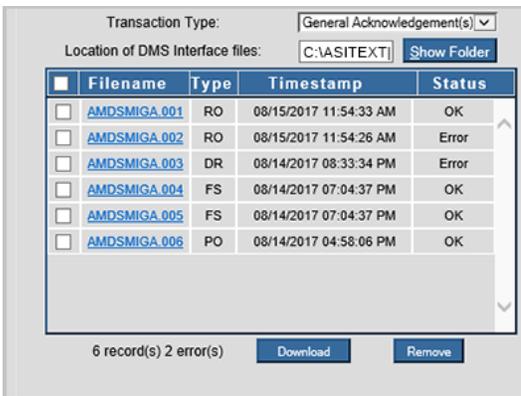


15. Click **DMS Interface** under Dealer Vendor Interface. The DMS Interface opens.

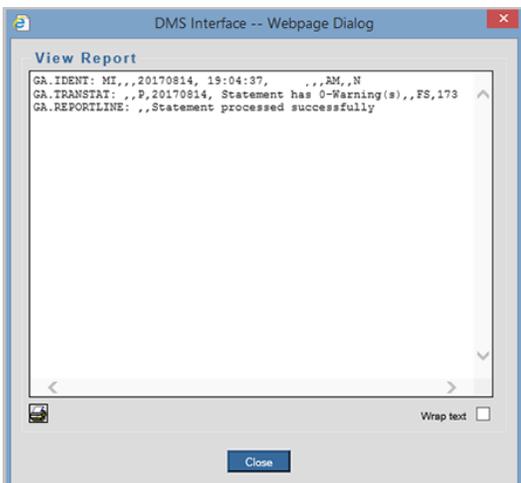
16. Select **General Acknowledgements** from the **Transaction Type** list.



17. This displays a list of documents in the C:\ASITEXT\APMITPO folder that have been received and a type and status for each.



18. Click the filename links to view more detailed description of any errors encountered.



19. Close the DMS Interface window, and click **Parts Systems** from the left navigation.

The screenshot shows the Mitsubishi Dealer Link website interface. The top navigation bar includes 'sales', 'finance', 'parts', 'service', and 'business'. The left sidebar has a 'systems' section with a sub-menu where 'Parts Systems' is highlighted with a black arrow. The main content area features a 'what's new' section with a notice dated 12/12/2016 regarding ASA-CAPS V2.0, and a 'News and Advertising' section with a message about reading the installation section of the FAQ document.

20. The Parts System screen will open. You can select a variety of options for Orders, Returns, and Parts Info. Click **Order Status** to display the Order Status Summary Inquiry form.

The screenshot shows the 'Parts System' screen with the 'Order Status Summary Inquiry' form. The form includes fields for Dealer/Customer Number, Order Number, Order Type, Supplied Part, Item Status, Ordered Part, Order Status, Shipped Lines, and Shipment Number. Below the form is a table with columns for Order Number, Order date, Supplied Part (Ordered Part), Ship Qty (Ord Qty), Status, Status Date, Ship No, Carrier, and Advice Code.

Order Number	Order date	Supplied Part (Ordered Part)	Ship Qty (Ord Qty)	Status	Status Date	Ship No	Carrier	Advice Code
Total Lines		Lines Shipped		Lines Not Shipped				Fill Rate

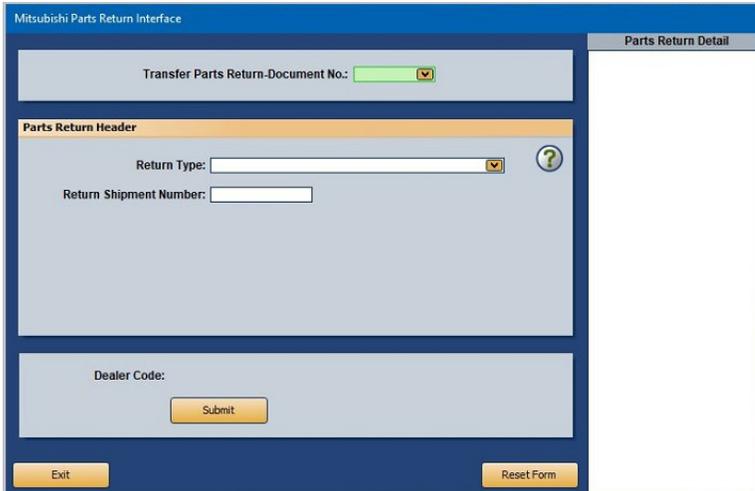
21. Type the numerical portion of the order number into the **Order Number** box, and select the order type of the transmitted order in the **Order Type** list.

22. Click **display** to view the order.

23. After reviewing the order and making any desired changes, close the order in the same manner as if you manually entered it.

## Downloading Parts Returns

1. Click **Parts Return**. The Mitsubishi Part Return Interface screen appears.



2. Use the **Document Number** list to select the return document. The list displays all of the return documents in the system. The return document number should use the following format: NNNNT. N represents four alphanumeric characters, and T represents the letter that corresponds to the return type.
3. When you select the document, the window on the right side of the screen displays a list of the parts on the return for your reference.
4. Use the **Return Type** list to select the return type:
  - A - Corp Initiated
  - C – CAPS Error Return
  - I – Initial Return
  - M – Mis-pick/Mis-pack Return
  - O – Obsolescence Return
  - P – Packaging/Labeling Error Return
  - S – Special Return
  - T – Termination
  - 1 – Ordered In Error Return
  - 2 – Shortage Return
  - 3 – Overage (Keep Parts) Return
  - 5 – Damage Return
  - 6 – Defective Return
  - 8 – Overage (Return Parts) Return
5. Click **Submit**.
6. Click **OK** when prompted to verify you want to download the file.
7. The system displays a message indicating the download is complete. Click **OK** to acknowledge the message.
8. The system returns you to the Mitsubishi Parts Interface menu.