



ACCESSRAMPTM

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Tips on using
ACCESSRAMP

*PIPENET
Conventions for EDI*

**846
Inventory/
Inquiry Advice**

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846 Inventory Inquiry/Advice

FUNCTIONAL GROUP ID = **IB**

The purpose of this transaction set is to transmit the contents of an inventory inquiry/advice transaction set within the context of an electronic data interchange environment. The inventory inquiry/advice transaction set may be used in the following ways: (1) for a seller of goods and services to provide inventory information to a prospective purchaser, with no obligation to the purchaser to acquire these goods or services; (2) for a representative of a seller of goods and services to supply inventory information to that seller; (3) for one location to supply another location with inventory information; and (4) for an inquiry as to the availability of inventory with no obligation on the seller of goods and services to reserve that inventory.

Header

Page No.	Pos. No.	Seq. ID	Name	Req. Des.	Max. Use	Loop Repeat
3	010	ST	Transaction Set Header	M	1	
4	020	BIA	Beginning Segment for Inventory Inquiry/Advice	M	1	
Not Used	030	NTE	Note/Special Instruction	F	25	
Not Used	040	CUR	Currency	O	1	
5	050	DTM	Date/Time Reference	O	10	
Not Used	060	REF	Reference Numbers	O	12	
Not Used	070	PER	Administrative Communications Contact	O	3	
6	080	N1	Name	O	1	5
7	090	N2	Additional Name Information	O	2	
8	100	N3	Address Information	O	2	
9	110	N4	Geographic Location	O	1	
10	120	REF	Reference Numbers	O	12	
Not Used	130	PER	Administrative Communications Contact	O	3	

Detail

11	010	LIN	Item Identification	M	1	10000
Not Used	030	PID	Product/Item Description	O	200	
Not Used	040	MEA	Measurements	O	40	
Not Used	050	PKG	Marking, Packaging, Loading	O	25	
Not Used	100	DTM	Date/Time Reference	O	10	
Not Used	110	CTP	Pricing Information	O	25	
Not Used	120	CUR	Currency	O	1	
Not Used	130	SSS	Special Services	O	25	
Not Used	140	REF	Reference Numbers	O	12	
Not Used	150	PER	Administrative Communications Contact	O	3	

Not Used	220	SDQ	Destination Quantity	O	500	
Not Used	230	MAN	Marks and Numbers	O	1	
Not Used	231	SLN	Subline Item Detail	O	1	1000
Not Used	232	PID	Product/Item Description	O	200	
Not Used	233	MEA	Measurements	O	40	
Not Used	234	PKG	Marking, Packaging, Loading	O	25	
15	235	QTY	Quantity	O	1	99
Not Used	236	UIT	Unit Detail	O	12	
16	237	SCH	Line Item Schedule	O	25	
Not Used	238	LDT	Lead Time	O	12	
18	239	N1	Name	O	1	5
Not Used	240	N2	Additional Name Information	O	2	
Not Used	241	N3	Address Information	O	2	
Not Used	242	N4	Geographic Location	O	1	
20	243	REF	Reference Numbers	O	12	
Not Used	244	PER	Administrative Communications Contact	O	3	

Summary

21	010	CTT	Transaction Totals	M	1	
23	020	SE	Transaction Set Trailer	M	1	

Segment: ST Transaction Set Header

Level: Header

Loop: _____

Usage: Mandatory

Max Use: 1

Purpose: To indicate the start of a transaction set and to assign a control number

Comments: A The transaction set identifier (ST01) is intended for use by the translation routines of the interchange partners to select the appropriate transaction set definition (e.g., 810 selects the invoice transaction set).

Data Element Summary

REF. DES.	DATA ELEMENT	NAME	ATTRIBUTES
ST01	143	Transaction Set Identifier Code	M ID 3/3
		Code uniquely identifying a Transaction Set.	
		846 X12.28 Inventory Inquiry/Advice	
ST02	329	Transaction Set Control Number	M AN 4/9
		Identifying control number assigned by the originator for a transaction set.	
		Control number assigned by the sender. It is sequentially assigned within each functional group. Sequential numbering aids in error recovery and research. ST02 must be the same as SE02.	

Segment: **BIA** Beginning Segment for Inventory Inquiry/Advice
Level: Header
Loop: ____
Usage: Mandatory
Max Use: 1
Purpose: To indicate the beginning of an inventory inquiry/advice transaction set.
Comments: **A** BIA03 identifies the number of the inquiry/advice that is transferred.
B BIA04 identifies the date of the inquiry/advice that is transferred.
C BIA05 identifies the time of the inquiry/advice that is transferred.

Data Element Summary

REF. DES.	DATA ELEMENT	NAME	ATTRIBUTES
BIA01	353	Transaction Set Purpose Code Code identifying purpose of transaction set.	M ID 2/2
		08 Status	
BIA02	755	Report Type Code Code indicating the title and/or contents of a document or report.	M ID 2/2
		PS Pipeline/Shipper Inventory Report	
BIA03	127	Reference Number Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.	M AN 1/30
BIA04	373	Date Date (YYMMDD).	M DT 6/6
BIA05	337	Time Time expressed in 24-hour clock time (HHMMSS) (Time range: 000000 through 235959)	O TM 4/6

Segment: **DTM** Date/Time Reference
Level: Header
Loop: ____
Usage: Optional
Max Use: 10
Purpose: To specify pertinent dates and times
Syntax: 1 R0203
 At least one of DTM02 or DTM03 is required.

Notes: To indicate the beginning of the inventory transaction set and transmit identifying numbers and date.

Data Element Summary

REF. DES.	DATA ELEMENT	NAME	ATTRIBUTES
DTM01	374	Date/Time Qualifier Code specifying type of date or time, or both date and time.	M ID 3/3
		090 Report Start	
		091 Report End	
DTM02	373	Date Date (YYMMDD).	C DT 6/6
DTM03	337	Time Time expressed in 24-hour clock time (HHMMSS) (Time range: 000000 through 235959)	C TM 4/6
DTM04	623	Time Code Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time. Since + is a restricted character, + and - are substituted by P and M in the codes that follow.	O ID 2/2
DTM05	624	Century The first two characters in the designation of the year (CCYY).	O NO 2/2

Segment: N1 Name
Level: Header
Loop: N1 **Repeat:** 5
Usage: Optional
Max Use: 1
Purpose: To identify a party by type of organization, name and code
Syntax: 1 R0203
 At least one of N102 or N103 is required.
 2 P0304
 If either N103 or N104 is present, then the other is required.
Comments: A This segment, used alone, provides the most efficient method of providing organizational identification. To obtain this efficiency the "ID Code" (N104) must provide a key to the table maintained by the transaction processing party.

Notes: Required by PIPENET
 The preferred method for sending the name is to use the N103 and N104 data elements. If the name is sent in N103 and N104, then do not send N102. However, if the name is sent as alpha-numeric in N102 then do not send N103 and N104.

Data Element Summary

REF. DES.	DATA ELEMENT	NAME	ATTRIBUTES
N101	98	Entity Identifier Code Code identifying an organizational entity or a physical location.	M ID 2/2
		CA Carrier Required by PIPENET	
		SH Shipper Required by PIPENET	
N102	93	Name Free-form name.	C AN 1/35
N103	66	Identification Code Qualifier Code designating the system/method of code structure used for Identification Code (67).	C ID 1/2
		20 Standard Point Location Code (SPLC)	
		9 DUNS with 4-character suffix Required by PIPENET	
N104	67	Identification Code Code identifying a party.	C AN 2/17

Segment: N2 Additional Name Information
Level: Header
Loop: N1
Usage: Optional
Max Use: 2
Purpose: To specify additional names or those longer than 35 characters in length

Notes: Do not send this segment if the name is sent in N103 and N104.

Data Element Summary

REF. DES.	DATA ELEMENT	NAME	ATTRIBUTES
N201	93	Name Free-form name.	M AN 1/35
N202	93	Name Free-form name.	O AN 1/35

Segment: N3 Address Information
Level: Header
Loop: N1
Usage: Optional
Max Use: 2
Purpose: To specify the location of the named party
Notes: Do not send this segment if the name is sent in N103 and N104.

Data Element Summary

REF. DES.	DATA ELEMENT	NAME	ATTRIBUTES
N301	166	Address Information Address information	M AN 1/35
N302	166	Address Information Address information	O AN 1/35

Segment: N4 Geographic Location
Level: Header
Loop: N1
Usage: Optional
Max Use: 1
Purpose: To specify the geographic place of the named party
Syntax: 1 R0105
 At least one of N401 or N405 is required.
 2 P0506
 If either N405 or N406 is present, then the other is required.
Comments: A A combination of either N401 through N404 (or N405 and N406) may be adequate to specify a location.
 B N402 is required only if city name (N401) is in the USA or Canada.
Notes: Do not send this segment if the name is sent in N103 and N104.

Data Element Summary

REF. DES.	DATA ELEMENT	NAME	ATTRIBUTES
N401	19	City Name Free-form text for city name.	C AN 2/19
N402	156	State or Province Code Code (Standard State/Province) as defined by appropriate government agency.	O ID 2/2
N403	116	Postal Code Code defining international postal zone code excluding punctuation and blanks (zip code for United States).	O ID 4/9
N404	26	Country Code Code identifying the country. Not Used by PIPENET	O ID 2/2
N405	309	Location Qualifier Code identifying type of location. Not Used by PIPENET	C ID 1/2
N406	310	Location Identifier Code which identifies a specific location. Not Used by PIPENET	C AN 1/25

Segment: REF Reference Numbers
Level: Header
Loop: N1
Usage: Optional
Max Use: 12

Purpose: To specify identifying numbers.

Syntax: 1 R0203
At least one of REF02 or REF03 is required.

Notes: This segment will declare the carrier tariff number. Each line item loop in the detail will refer to this tariff number. However, this tariff number will be superseded by use of the REF segment with Reference Number Qualifier "TD" in the line item loop in the detail area. In this case, the tariff number is declared in the REF02. This tariff number will be effective for that line item loop only. (see additional notes in the detail area referring to this segment.)

Data Element Summary

REF. DES.	DATA ELEMENT	NAME	ATTRIBUTES
REF01	128	Reference Number Qualifier Code qualifying the Reference Number. TS Tariff Number	M ID 2/2
REF02	127	Reference Number Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier. Tariff number	C AN 1/30
REF03	352	Description A free-form description to clarify the related data elements and their content. If the Reference can be described by a numeric value then send the number in REF02. Otherwise, send the Reference as alpha-numeric text in REF03.	C AN 1/80

Segment: LIN Item Identification
Level: Detail
Loop: LIN Repeat: 10000
Usage: Mandatory
Max Use: 1

Purpose: To specify basic item identification data.

Syntax: 1 C0405
If LIN04 is present, then LIN05 is required.
2 C0607
If LIN06 is present, then LIN07 is required.
3 C0809
If LIN08 is present, then LIN09 is required.
4 C1011
If LIN10 is present, then LIN11 is required.
5 C1213
If LIN12 is present, then LIN13 is required.
6 C1415
If LIN14 is present, then LIN15 is required.
7 C1617
If LIN16 is present, then LIN17 is required.
8 C1819
If LIN18 is present, then LIN19 is required.
9 C2021
If LIN20 is present, then LIN21 is required.
10 C2223
If LIN22 is present, then LIN23 is required.
11 C2425
If LIN24 is present, then LIN25 is required.
12 C2627
If LIN26 is present, then LIN27 is required.
13 C2829
If LIN28 is present, then LIN29 is required.
14 C3031
If LIN30 is present, then LIN31 is required.

Comments: A See the Data Dictionary for a complete list of ID's.
B LIN01 is the line item identification
C LIN02 through LIN31 provide for fifteen (15) different product/service ID's for each item. For Example: Case, Color, Drawing No., UPC No., ISBN No., Model No., SKU.

Notes: The LIN segment is used to transmit data elements essential to line information of a inventory. Each LIN segment will define a product type or crude grade. PIPENET allows the same product type or crude grade to be sent in multiple LIN segments. This is the case where the carrier must send inventory volumes for the product type or crude grade at various locations.

Data Element Summary

REF. DES.	DATA ELEMENT	NAME	ATTRIBUTES
LIN01	350	Assigned Identification Alphanumeric characters assigned for differentiation within a transaction set.	O AN 1/11
LIN02	235	Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234).	M ID 2/2
PQ Product ID Attribute Code			
LIN03	234	Product/Service ID Identifying number for a product or service.	M AN 1/30
C Crude oil N Natural Gas Liquids P Product			
LIN04	235	Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234).	O ID 2/2
Required by PIPENET			
TP Product Type Code			
LIN05	234	Product/Service ID Identifying number for a product or service.	C AN 1/30
See Appendix A for API Product Code List.			
LIN06	235	Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234).	O ID 2/2
GC Grade Code			
LIN07	234	Product/Service ID Identifying number for a product or service.	C AN 1/30
Product/crude movement identifier			
LIN08	235	Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234).	O ID 2/2
Not Used by PIPENET			
LIN09	234	Product/Service ID Identifying number for a product or service.	C AN 1/30
Not Used by PIPENET			
LIN10	235	Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234).	O ID 2/2
Not Used by PIPENET			

LIN11	234	Product/Service ID Identifying number for a product or service.	C AN 1/30
Not Used by PIPENET			
LIN12	235	Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234).	O ID 2/2
Not Used by PIPENET			
LIN13	234	Product/Service ID Identifying number for a product or service.	C AN 1/30
Not Used by PIPENET			
LIN14	235	Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234).	O ID 2/2
Not Used by PIPENET			
LIN15	234	Product/Service ID Identifying number for a product or service.	C AN 1/30
Not Used by PIPENET			
LIN16	235	Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234).	O ID 2/2
Not Used by PIPENET			
LIN17	234	Product/Service ID Identifying number for a product or service.	C AN 1/30
Not Used by PIPENET			
LIN18	235	Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234).	O ID 2/2
Not Used by PIPENET			
LIN19	234	Product/Service ID Identifying number for a product or service.	C AN 1/30
Not Used by PIPENET			
LIN20	235	Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234).	O ID 2/2
Not Used by PIPENET			
LIN21	234	Product/Service ID Identifying number for a product or service.	C AN 1/30
Not Used by PIPENET			
LIN22	235	Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234).	O ID 2/2
Not Used by PIPENET			
LIN23	234	Product/Service ID Identifying number for a product or service.	C AN 1/30
Not Used by PIPENET			
LIN24	235	Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234).	O ID 2/2
Not Used by PIPENET			

LIN25	234	Product/Service ID Identifying number for a product or service.	C AN	1/30
Not Used by PIPENET				
LIN26	235	Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234).	O ID	2/2
Not Used by PIPENET				
LIN27	234	Product/Service ID Identifying number for a product or service.	C AN	1/30
Not Used by PIPENET				
LIN28	235	Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234).	O ID	2/2
Not Used by PIPENET				
LIN29	234	Product/Service ID Identifying number for a product or service.	C AN	1/30
Not Used by PIPENET				
LIN30	235	Product/Service ID Qualifier Code identifying the type/source of the descriptive number used in Product/Service ID (234).	O ID	2/2
Not Used by PIPENET				
LIN31	234	Product/Service ID Identifying number for a product or service.	C AN	1/30
Not Used by PIPENET				

Segment: QTY Quantity
Level: Detail
Loop: LIN/QTY **Repeat:** 99
Usage: Optional
Max Use: 1
Purpose: To specify quantity information.
Notes: **Required by PIPENET**

To transmit inventory quantity or type.

Data Element Summary

REF. DES.	DATA ELEMENT	NAME	ATTRIBUTES
QTY01	673	Quantity Qualifier Code specifying the type of quantity.	M ID 2/2
QTY02	380	Quantity Numeric value of quantity.	M R 1/15
QTY03	355	Unit of Measurement Code Code identifying the basic unit of measurement.	O ID 2/2
Required by PIPENET			
CO Cubic Meters (Net)			
CR Cubic Meter Gross			
GD Gross Barrels			
GN Gross Gallons			
KG Kilogram			
ND Net Barrels			
NG Net Gallons			
PG Pounds Gross			
PN Pounds Net			
PU Mass Pounds			

Segment: **SCH** Line Item Schedule
Level: Detail
Loop: LIN/QTY
Usage: Optional
Max Use: 25
Purpose: To specify the data for scheduling a specific line item.
Syntax: 1 **C0304**
 If SCH03 is present, then SCH04 is required.
 2 **C0908**
 If SCH09 is present, then SCH08 is required.
Comments: A SCH05 specifies the interpretation to be used for SCH06 and SCH07.
Notes: To transmit inventory date and time.

Data Element Summary

REF. DES.	DATA ELEMENT	NAME	ATTRIBUTES
SCH01	380	Quantity Numeric value of quantity.	M R 1/15
SCH02	355	Unit of Measurement Code Code identifying the basic unit of measurement.	M ID 2/2
		CO Cubic Meters (Net)	
		CR Cubic Meter Gross	
		GD Gross Barrels	
		GN Gross Gallons	
		ND Net Barrels	
		NG Net Gallons	
		PG Pounds Gross	
		PN Pounds Net	
		PU Mass Pounds	
SCH03	98	Entity Identifier Code Code identifying an organizational entity or a physical location.	O ID 2/2
		Not Used by PIPENET	
SCH04	93	Name Free-form name.	C AN 1/35
		Not Used by PIPENET	
SCH05	374	Date/Time Qualifier Code specifying type of date or time, or both date and time.	M ID 3/3
		Inventory	
		090 Report Start	
		091 Report End	
		184 Inventory	

SCH06 373 **Date** M DT 6/6
 Date (YYMMDD).
SCH07 337 **Time** O TM 4/6
 Time expressed in 24-hour clock time (HHMMSS) (Time range: 000000 through 235959)
SCH08 374 **Date/Time Qualifier** C ID 3/3
 Code specifying type of date or time, or both date and time.
Schedule
 067 Current Schedule Delivery
 090 Report Start
 091 Report End
SCH09 373 **Date** O DT 6/6
 Date (YYMMDD).
SCH10 337 **Time** O TM 4/6
 Time expressed in 24-hour clock time (HHMMSS) (Time range: 000000 through 235959)
SCH11 326 **Request Reference Number** O AN 1/45
 Reference number or RFQ number to use to identify a particular transaction set and query (additional reference number or description which can be used with contract number).

FINAL

Segment: **N1** Name
Level: Detail
Loop: LIN/N1 **Repeat:** 5
Usage: Optional
Max Use: 1
Purpose: To identify a party by type of organization, name and code
Syntax: **1 R0203**
 At least one of N102 or N103 is required.
2 P0304
 If either N103 or N104 is present, then the other is required.
Comments: **A** This segment, used alone, provides the most efficient method of providing organizational identification. To obtain this efficiency the "ID Code" (N104) must provide a key to the table maintained by the transaction processing party.

Notes: **The N1 segment is to declare the company name for a Ship From or Ship To Inventory Line Item location if the company is different than the Shipper declared in the header. Also identifies inventory line item location.**

The preferred method for sending the name is to use the N103 and N104 data elements. If the name is sent in N103 and N104, then do not send N102. However, if the name is sent as alpha-numeric in N102, then do not send N103 and N104.

Data Element Summary

REF. DES.	DATA ELEMENT	NAME	ATTRIBUTES
N101	98	Entity Identifier Code Code identifying an organizational entity or a physical location.	M ID 2/2
		CA Carrier	
		OP Operator of property or unit	
		SF Ship From	
		ST Ship To	
		SU Supplier/Manufacturer	
		TF Tank Farm	
N102	93	Name Free-form name.	C AN 1/35
		Inventory process code	
N103	66	Identification Code Qualifier Code designating the system/method of code structure used for Identification Code (67).	C ID 1/2
		20 Standard Point Location Code (SPLC)	
		9 DUNS with 4-character suffix Required by PIPENET	

N104 67 Identification Code C AN 2/17
 Code identifying a party.

FINAL

Segment: REF Reference Numbers
Level: Detail
Loop: LIN/N1
Usage: Optional
Max Use: 12
Purpose: To specify identifying numbers.

Syntax: 1 R0203
 At least one of REF02 or REF03 is required.

Notes: The use of this segment in the line item detail supersedes the tariff number declared in the header area. The use of this tariff number is effective for this line item only.

Data Element Summary

REF. DES.	DATA ELEMENT	NAME	ATTRIBUTES
REF01	128	Reference Number Qualifier Code qualifying the Reference Number. TS Tariff Number	M ID 2/2
REF02	127	Reference Number Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.	C AN 1/30
REF03	352	Description A free-form description to clarify the related data elements and their content. Not Used by PIPENET	C AN 1/80

Segment: CTT Transaction Totals
Level: Summary
Loop: _____
Usage: Mandatory
Max Use: 1
Purpose: To transmit a hash total for a specific element in the transaction set

Set Notes: 1 Number of line items (CTT01) is the accumulation of number of LIN segments. If used, hash total (CTT02) is the sum of the values of the quantities (QTY02) of each QTY segment.

Syntax: 1 C0304
 If CTT03 is present, then CTT04 is required.
 2 C0506
 If CTT05 is present, then CTT06 is required.

Comments: A This segment is intended to provide hash totals to validate transaction completeness and correctness.

Data Element Summary

REF. DES.	DATA ELEMENT	NAME	ATTRIBUTES
CTT01	354	Number of Line Items Total number of line items in the transaction set. For PIPENET to count the number of LIN segments	M NO 1/6
CTT02	347	Hash Total Sum of values of the specified data element. All values in the data element will be summed without regard to decimal points (explicit or implicit) or signs. Truncation will occur on the leftmost digits if the sum is greater than the maximum size of the hash total of the data element. Example: -.0018 First occurrence of value being hashed. .18 Second occurrence of value being hashed. 1.8 Third occurrence of value being hashed. 18.01 Fourth occurrence of value being hashed. 1855 Hash total prior to truncation. 855 Hash total after truncation to three-digit field. Not Used by PIPENET	O R 1/10
CTT03	81	Weight Numeric value of weight. Not Used by PIPENET	O R 1/8
CTT04	355	Unit of Measurement Code Code identifying the basic unit of measurement. Not Used by PIPENET	C ID 2/2
CTT05	183	Volume Value of volumetric measure. Not Used by PIPENET	O R 1/8

CTT06	355	Unit of Measurement Code Code identifying the basic unit of measurement. Not Used by PIPENET	C ID 2/2
CTT07	352	Description A free-form description to clarify the related data elements and their content. Not Used by PIPENET	O AN 1/80

Segment: SE Transaction Set Trailer
Level: Summary
Loop: ____
Usage: Mandatory
Max Use: 1
Purpose: To indicate the end of the transaction set and provide the count of the transmitted segments (including the beginning (ST) and ending (SE) segments).
Comments: A SE is the last segment of each transaction set.


Data Element Summary


REF. DES.	DATA ELEMENT	NAME	ATTRIBUTES
SE01	96	Number of Included Segments Total number of segments included in a transaction set including ST and SE segments.	M NO 1/6
SE02	329	Transaction Set Control Number Identifying control number assigned by the originator for a transaction set. SE02 must be the same as ST02.	M AN 4/9


Acrobat™


Tips *These buttons help you find, view and use ACCESSRAMP™ text*


Bookmarks/Thumbnails

 When bookmarks are onscreen, click on triangles to show or hide subtopics.



 When bookmarks are onscreen, a double-click on one of these brings its topic to the page window.


 Closes thumbnails or bookmarks and displays the page window only.

 Displays bookmarks and a page.


 Displays thumbnails and a page.

Page Viewing

  Magnifies, reduces the page: click the button, then click within the document. Or click and drag to enlarge an area.

 When part of the page fills the window, the hand icon drags the page so that the rest can be shown.

Text Copying

 Selects text to copy to the clipboard.

Page 1 of 5, click this button for page 2 

Acrobat™

Tips *Use these buttons to quickly move from page to page and to set the page size*

Page Turning


 Displays the first page.


 Displays the previous page.

 Displays the last page.

 Displays the next page.


Stored Views


 Displays the previous page viewed.

 Returns from previous pages.

Page Size Setting

 Sets the page view to 100%.

 Displays the full width of the page within the window.

 Displays the entire page within the window.

 Click this button for page 1 Page 2 of 5 Click this button for page 3 

Acrobat™

Tips *ACCESSRAMP™ bookmarks work like a table of contents*

Collapsing and expanding topics

Triangle icons in the bookmark area let you expand or collapse subtopics by clicking. A triangle that faces down indicates a topic is expanded. A triangle that faces to the right indicates a topic is collapsed.

To make scrolling the bookmark area easier, collapse all topics.

As you move the cursor past the border between the bookmark area and the page window a double arrow appears. Drag the double arrow to resize the bookmark area.

Finding EDI segments in ACCESSRAMP

Most ACCESSRAMP titles are based upon ASC X12 transaction sets or UN/EDIFACT messages. The hierarchy of these EDI standards creates a natural way to locate a message's interrelated parts.

- In each message listing, there is a column of page numbers to the left of the segment identifier. Click on a page number and the page window changes to the selected segment.
- You can also use the bookmarks for the same purpose.



Click this button for page 2

Page 3 of 5

Click this button for page 4



Acrobat™

Tips *Tips for opening multiple documents and jumping to specific pages*

Opening multiple documents

You might want to have more than one ACCESSRAMP document open at one time. For example, a data element dictionary and one or more transaction sets can be open for instant cross access.

From within ACCESSRAMP, choose File|Open to open another document. Files that can be read by ACCESSRAMP have the file extension *.PDF.

Use the Window menu to switch between the documents that are open.

Going to a specific page

In addition to using bookmarks and the message listing, there are two additional ways to get to a specific page.

- Click the page number box at the bottom of the window. Type the number of the page in the dialog box, then click OK.
- Click and hold the vertical scroll box; as you move the scroll box, a page number appears to the left of the scroll bar. Stop dragging the scroll box when it reaches the page you want.



Click this button for page 3

Page 4 of 5

Click this button for page 5



Acrobat™

Tips *Magnification and manipulating the size of the onscreen image*

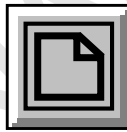
Changing page magnification

The magnification box is at the bottom of the page window next to the page number box. Click and hold to select a preset percentage of magnification.

Selecting "Other..." displays a dialog box. By typing in a number (between 12 and 800) you can set any magnification from 12% to 800%.

You can preset ACCESSRAMP to open at any desired magnification by using the "Preferences..." dialog box under the "Edit" menu.

Fitting the page to your screen



When the displayed image is too small or too large, click this button. The page will fill the window at the maximum magnification possible.



[Click this button for page 4](#)

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