There are file structure changes from the previous version so you need to follow some simple instructions to get it to run first time. This update will update ALL previous versions.

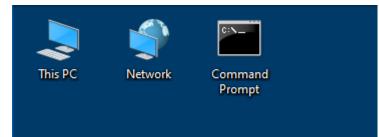
Run Loadmaster and check your current version. This appears at the top of the screen. For example, this is 44.0.1.44

🛲 Loadmaster Enterprise V.44.0.1.44								
I.	File	ø	Edit		Window	22	1	

Now check and make a note of where your data directory is located. This appears at the bottom of the main screen. For example, like this –

[Data directory - E:\Data\Translink\][LICENCED TO TRANSLINK][User: NORMAN access level: 1][O/S 10]

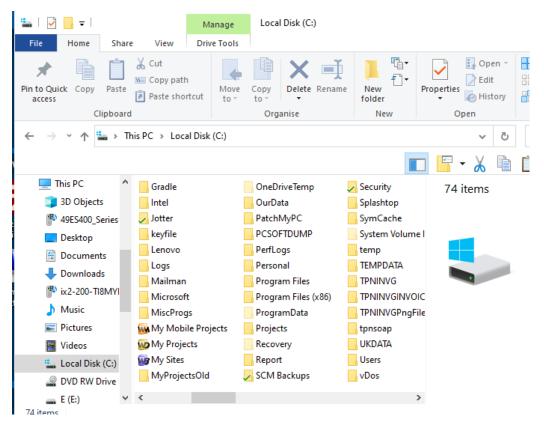
Exit Loadmaster and go into My Computer.



Double-click on 'This PC' and you will see your available drives.

Updating Loadm	<u>1a</u>	ster to version 44.0.1.5	<u>3 or later</u>		
File File File Computer		ew			
Properties Open Rename	e	Access Map network Add a network drive v location	Open Settings 🔂 Uninstall or chan		program
Location		Network	System		
$\leftrightarrow$ $\rightarrow$ $\checkmark$ $\bigstar$	Th	is PC			· ·
3D Objects	^	Name Wame V Devices and drives (4)	Туре	^	16 ite
<ul> <li>Pesktop</li> <li>Desktop</li> <li>Documents</li> <li>Downloads</li> </ul>	i	Local Disk (C:) DVD RW Drive (D:) E (E:)	Local Disk CD Drive Local Disk	ļ	
<ul> <li>ix2-200-TI8MYI</li> <li>Music</li> <li>Pictures</li> </ul>		Data (F:) Vetwork locations (5) 49ES400_Series	Local Disk Media Server		DESKTi Workgr Process
Videos		ᢪ ix2-200-TI8MYF 🛫 Public (\\192.168.0.35) (M:) 🛫 share (\\192.168.0.22) (P:)	Media Server Network Drive Network Drive		Memor
DVD RW Drive		na ckups (\\192.168.0.28) (T:)	Network Drive	~	
💻 E (E:)	¥	<	>		Double-click

Double-click on 'Local Disk (C:)' and see if 'ProgramData' appears in the list of folders.



It may be missing and appear like this -

🏪   🕑 📙 🖛	Manage	Local Disk (C:)		
File Home Share	View Drive Tools			
Navigation Details pane	Extra large icons			Item check boxes File name extensions Hidden items
Panes	Layo	out	Current view	Show/hide
$\leftarrow$ $\rightarrow$ $\checkmark$ $\Uparrow$ $\clubsuit$ > This	PC → Local Disk (C:)			ر <del>ت</del> ۲
				📑 - 👗 🗈 📋
💻 This PC 🛛 🔨	Logs	Program Files	tpnsoap	59 items
🗊 3D Objects	Mailman	Program Files (x86)	UKDATA	55 10115
49ES400_Series	Microsoft	Projects	Users	
Desktop	MiscProgs	Report	vDos	
	🌇 My Mobile Projects 🛛 🚽	SCM Backups	VM	
	😡 My Projects 🛛 🚽	Security	WebDev14	
	🙀 My Sites	Splashtop	WinDev20	
P ix2-200-TI8MYI	MyProjectsOld	SymCache	WinDev21	
J Music	OurData	temp	WINDEV22	
Pictures	PatchMyPC	TEMPDATA	WinDevMobile2(	
🐺 Videos	PCSOFTDUMP	TPNINVG	WinDevMobile21	
Local Disk (C:)	PerfLogs	TPNINVGINVOICES	Windows	
🔐 DVD RW Drive	Personal	TPNINVGPngFiles	ZIPSYS7	
🛖 E (E:) 🗸 🗸	٢		>	

If so, click on the Hidden Items check box above and ProgramData will now appear.

If you click on 'ProgramData' then 'ZiPZAP Computers Limited' you will see the local Loadmaster files. Loadmaster uses local files, like Local Parameters, to hold information relating to the individual computer. Shared data is held in the Data Directory. Where you only use one computer the two may be merged in the single local directory.

🛃 📙 ╤   Load	master			
File Home S	hare View			
Navigation Details pa	Medium-sized	icons 📰 Large icons		<ul> <li>☐ Item check boxes</li> <li>✓ File name extensions</li> <li>✓ Hidden items</li> </ul>
pane - Panes	0.0. 600	Layout	by • 📖 Current view	Show/hide
	<ul> <li>Local Disk (C:) → Progr</li> </ul>			
				□ 🗗 - 🔏 🗈 í
- Visan	^ Name	^	Date modified	Data backup (01
VMware	Data backup (	01-07-2021 16.00.13)	07/01/2021 16:00	File folder
WindowsH	Data backup (	10-08-2020 12.40.34)	08/10/2020 12:40	_
ZiPFlash	🔒 AccountFreigh	ntTypes.FIC	07/01/2021 16:00	
ZipZap Cor	n AccountFreigh	ntTypes.ndx	07/01/2021 16:00	104
ZiPZAP Co	r ACCOUNTS.FI	с	07/01/2021 16:00	
Business	ACCOUNTS.m	mo	03/07/2018 21:19	
Custsvs	ACCOUNTS.nd	зk	01/11/2018 15:36	Date modified: 07/0
Docutrak	acl.FIC		03/07/2018 21:19	
	aci.mmo		03/07/2018 21:19	
Jotter	acl.ndx		03/07/2018 21:19	
Loadmast			03/07/2018 21:19	
Data bao	C Alternative_ad	dresses.ndx	03/07/2018 21:19	~

If you use Loadmaster on a network then ask everyone to exit the program. If you don't and someone is using a file that is being updated then it will be locked and therefore not updated. When you start Loadmaster you may get an error.

If this happens then just ask them to exit and run the installer again. The problem will be non-harmful.

Download and run the Loadmaster.EXE file. It will ask for a password to continue, this remains as s\*\*\*\*s (replace \*\*\*\* with the normal value)

💗 The setup of Loadmaster is password-protected	- 🗆 X
Installing Loadmaster	
•••••	ę
Powered by WINDEV	OK 🗸 Cancel 🚫

#### OK. Now chose CUSTOM SETUP

💗 Installing Loadmaste	er — — X	
	Version: 44.0.1.	45
	Quick setup The parameters defined by the application provider will be used.	
	<b>Custom setup</b> The wizard allows you to choose the parameters of the application.	
Powered by WInt⊡eEr∨	Cancel	

You will get to this screen. Click on ADVANCED OPTIONS.

💗 Installing Loadmaste	er – 🗆 🗙			
	Version: 44.0.1.45			
	Welcome to the setup wizard of Loadmaster			
This program will install Loadmaster on your computer.				
	We recommend that you close all the curent applications before running the setup program.			
	The application will be installed in directory:			
	C:\Program Files (x86)\LoadMaster\			
	Advanced options			
Powered by Win102€√	← Previous Next → Cancel ◎			

#### You will get a further screen.

🜍 Installing Loadmaste	er – – ×
	Installing Loadmaster
	Select the options that will be applied during the automatic modification of the application data files:
	Perform the hot automatic modification of HFSQL Client/Server data files (without disconnecting the users).
	Create a report file for the operations performed by the automatic data modification This file is used to get information on operations performed by the automatic modification. If a problem occurs, this file can be sent to the application manager.
	Location: C:\Program Files (x86)\LoadMaster\LOGMODAUTO.TXT ····
	Perform the automatic modification of data in interactive mode If this option is checked, the automatic modification of HFSQL data files will display the list of files found before it is performed. This gives you the ability to add additional files or directories.
	Save the files before the automatic data modification (recommended). This option is used to automatically save data files before modification, allowing you to return to a previous version if necessary.
	Add the search directories for Hyper File 5.5 files By default, the data files in Hyper File 5.5 format are sought in the setup directory of the application and in the directories described in the .REP file.
	Specify the additional directories that must be taken into account
	Additional Data File Directories
Powered by WINDEV	OK 🗸 Cancel 🛇

Tick on the 'Perform the automatic modification of data in interactive mode'.

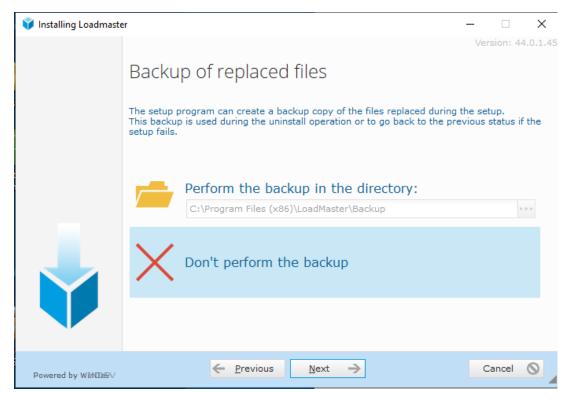
Copyright ZiPZAP Computers Ltd 2022 - pg. 5

Installing Loadmas	ter —	
	Installing Loadmaster	
	Select the options that will be applied during the automatic modification of the application data files:	
	Perform the hot automatic modification of HFSQL Client/Server data files (without disconnecting the users).	;
	Create a report file for the operations performed by the automatic data modification This file is used to get information on operations performed by the automatic modification. If a prot occurs, this file can be sent to the application manager.	olem
	Location: C:\Program Files (x86)\LoadMaster\LOGMODAUTO.TXT	• •
	Perform the automatic modification of data in interactive mode If this option is checked, the automatic modification of HFSQL data files will display the list of files for before it is performed. This gives you the ability to add additional files or directories.	ound
	Save the files before the automatic data modification (recommended). This option is used to automatically save data files before modification, allowing you to return to a previous version if necessary.	
	Add the search directories for Hyper File 5.5 files By default, the data files in Hyper File 5.5 format are sought in the setup directory of the application in the directories described in the .REP file.	n and
	Specify the additional directories that must be taken into account	
	Additional Data File Directories	

#### Now OK. The normal installer will run. Click on NEXT

💗 Installing Loadmaste	er — 🗆 🗙
	Version: 44.0.1.45
	Welcome to the setup wizard of Loadmaster
	This program will install Loadmaster on your computer.
	We recommend that you close all the curent applications before running the setup program.
	The application will be installed in directory:
	C:\Program Files (x86)\LoadMaster\
	Advanced options
	Advanced options
Powered by Win102€√	← Previous Next → Cancel ◎

In general, there **is no need to backup on this screen**. This simply makes a full copy of your existing system and this will consume disk space.



#### Just NEXT then click on INSTALL on the next screen.

🜍 Installing Loadmaste	er	- 🗆	×	
		Version: 4	4.0.1.45	
	Summary of setup			
	The setup will start now Selected Options: The setup will be performed in the following directory: C:\Program Files (x86)\LoadMaster\			
	Selected type of setup: full setup			
	Run the automatic data modification.			
	Click 'Previous' if you want to view or modify options. Click 'Install' if you want to continue.			
Powered by Wint⊡ea√	← Previous Ingtall ✓	Cancel	0	

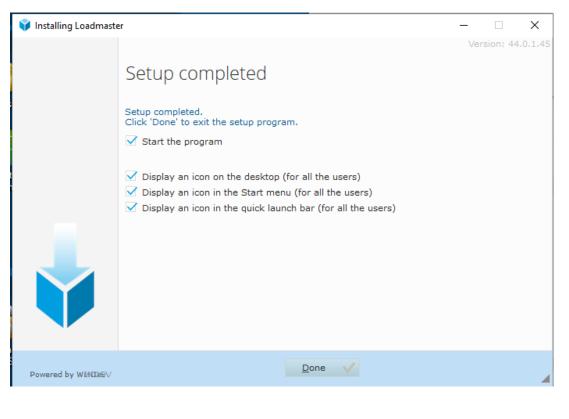
The program will try to include the local and data directories automatically in the list of files to be updated. If they do not appear then you can click on the 'Find the data files corresponding to the application in a directory' and you can select additional locations.

💗 Automatic modifica	tion of HFSQL data files ofLoadmast	er.exe	- 🗆 X
	ofLoadmaster.ex	e HFSQL data files found by the automatic data modification	n
	Logical name	URL	^
	ACCOUNTS	file://C:\ProgramData\ZipZap Computers\LoadMaster\AC	COUNTS FLC
	ACCOUNTEREIGHTTYPES	file://C:\ProgramData\ZipZap Computers\LoadMaster\Ac	
	FREIGHTTYPES	file://C:\ProgramData\ZipZap Computers\LoadMaster\Fre	
	V PARAM	file://C:\ProgramData\ZipZap Computers\LoadMaster\Pa	
	BP_CHARGES	file://C:\ProgramData\ZipZap Computers\LoadMaster\BP	
	ACCOUNTS	file://C:\ProgramData\ZipZap Computers Limited\LoadMa	
	✓ ACCOUNTFREIGHTTYPES	file://C:\ProgramData\ZipZap Computers Limited\LoadMa	aster\AccountFr
	FREIGHTTYPES	file://C:\ProgramData\ZipZap Computers Limited\LoadMa	aster\FreightTyp
	PARAM	file://C:\ProgramData\ZipZap Computers Limited\LoadMa	aster\Param.FIC
	BP_CHARGES	file://C:\ProgramData\ZipZap Computers Limited\LoadMa	aster\BP_Charg 🗸
	Find	the data files corresponding to the application in a directory	Y
		Find data files on a HFSQL C/S serve	r
	Note: Double-click a file to acc	ess the password information	
Powered by WINDEV			Continue 🗸

C:\ProgramData\ZiPZAP Computers Limited\Loadmaster and your Data Directory should be in the list.

Note that only some files will apear. These are the ones to be updated.

Click on CONTINUE and it should say Setup completed.



Check that Loadmaster operates correctly then update any further computers using the same steps.

Note that once you have updated the Data Directory there is no need to include the directory in the Automatic modification of HFSQL data files again. Just check that the local folder is included.

Often the program is able to do all the work itself without intervention.

#### Possible problems and solutions

#### Numeric question

When the program starts up if it asks for a numeric question answer then go onto the internet and to our web site at <a href="https://www.zipzap.co.uk/passw/">https://www.zipzap.co.uk/passw/</a>

Enter the existing value we gave you on the Key field. Then the numeric question on the Question field. Then click on CHECK. This will give you the Answer.

#### Cannot log in.

If you cannot log in then check the data directory in the lower left corner of the screen. Does this say C:\ProgramData\ZiPZAP Computers Limited\Loadmaster but it should be your network directory?

#### Log in as manager with a password of borg

Create yourself as a user and click on the 'tick all' option. Exit then log back in. Go to Utilities and Data Directory. Choose the correct directory.

#### ACCESS DENIED of LOCAL.DAT or LOCAL\_PARAMETERS.FIC

This is a Windows permission issue.

Go into My Computer then Local Disk C: and the folder ProgramData (not Program Files) and you will find a directory called ZiPZAP Computers Limited.

Enter this directory and you will see a folder called LOADMASTER. Right-click on this and choose PROPERTIES.

Click on the SECURITY tab. Half way down you will see a button that says EDIT. Click this.

You will get a new screen with a list of users. Click on the ADD button.

Add a user called Everyone

Hit the CHECK button. It will be accepted. Click on 'Everyone' in the table. Put a tick in Full Control at the bottom and hit the APPLY button.

#### Fatal Programming Error' following update

You have just updated and you now get this message. It looks like a major issue but is in fact a minor one that can be corrected within a few moments.

Don't panic and continue to read the message. Does it say, 'HCreationIfNotFound function called'. Then you get a message like 'The description of the logical file <Param> stored in the analysis is not compatible with the one stored in the physical file'.

You get more information b clicking on the button in the lower left with two chevrons on it.

It simply means that the structure of the file that your program is using is different to the existing one. (You missed a step)

It usually occurs on a network where other users are actually using the system at the time of installation and they are using an older version of the program. Your program wants to update the file to a new structure but it cannot do it as the file is in use.

The solution is to get the others to log out and re-install the program. It will update the file structure to the correct one. You will then have to update the other users.

If the issue is not fixed then during the installation look out for the ADVANCED OPTIONS button. Click on this. You will now get an extra option during installation of 'Advanced options for automatic data modification'. Tick the option that says PERFORM THE AUTOMATIC MODIFICATION OF DATA IN INTERACTIVE MODE'. On the next screen you will now get an option to 'Find the data files corresponding to the application in a directory...' and by clicking this you will get a browse option to search for your data file directory. Do this and then CONTINUE.

All these subjects and more appear on our Bulletin Board which is linked from our web site.

#### Notes relating to TPN Depots, VAT and importing data

You must go into this option and have a rate set up for standard 20% and 0% -



W.	File	ø <mark>r</mark>	Edit	Window	22	Setup	4	Actions	0	Reports	6	Extras	, n	Utilities	÷	Help
					8	Accounts		•				In	Z			
					<u>*</u>	Collectors	/Delive	rers 🕨				4	7			<u>. 1</u>
					-	Countries		•	I							
						Default pr		•	I							
						Document		ng 🕨 🕨	I							
					_	Filter Cod		•								
					-	Freight Ty		•								
						Gazetteer		•								
						Hazchem		•								
					_	Holidays Invoices		• •								
					-	Networks			I							
						Shippers	DOCKE	•								
						Status coo	les	•								
					_	Tracking N		s ►	I							
						Tractor Ur		•								
					7	Trailer Uni	ts	•				-				
					۲	VAT codes	3	•	5 <b>6</b> ₽ B	rowse VAT	codes			1		
					ð	Warehous	ing	۰.						•		
						Zones		•	I							
					4	Global par	ameter	rs								
						Local para										
					9	Next Loca	I Numb	er								

This will bring up another screen -

Code	م Description	Rate	Ъ	3 2 2	$\Sigma$
0	Zero Rated	0.000000	$\sim$		
1	Standard Rate	20.000000		New	+
9	VAT Exempt	0.000000		Modify	
				Delete	-
				Print	Ē
				Close	ß
			~		

Here I have set three rates. These are in line with Sage standard codes.

Go into Global Parameters and ensure you have a Default VAT code set. Here I am using the default T1 setting -

🛲 Global Parameters		
General Misc Factor C	Comms Scan PAF Type 1 Type 2 Type 3 Type 4 Type 5 Legging Icons B Post Fortec TPN Tu	uffnells
Adhoc Account	Default collector	
Default Vat code	T1 🖉 🔀	
Default fuel surcharge	0.00 🔀 Default Nominal Code 4000	
Next invoice number	1 Do not invoice zero cost consignments	
Invoice message		$\sim$
		~
Next credit number	0	

Create/Am	end Account	ts						2
General	Billing	Charges	Notes	Inv Message	Custom	Fortec	Save	•
ccount Ref	ZIP001		stop	Sage Account			Close	X
CCOUNT REF	211 001		scop					
Billing name				SAP Sales Ref		No export		
Silling addres	s 1			Monthly	Ju			
Billing addres	s 2			O Two Weel	dv			
Billing addres	s 3			O Weekly	-,			
ſown				O Daily				
Billing County				0,				
Billing Postco	de	Ve	nify 🐁			Replicate		
illing Country	у			$\mathcal{P}$				
Silling phone								
Silling fax								
Billing email								
Billing contac	t			🗌 Work i	n Secondary (	Currency		
Nominal code		Ĭ.		Display	both Curren	cies		
/AT code	T1 🧹			Do not	invoice			
/at number		N			e without POI	0		
Fuel surcharg	ge % 0.000	1 🕹 🗆 🛚	o VAT on su	rcharges C	redit limit 0.	00		
Discount %	0.00			c	redit days		Label	

Note that you can override VAT on a complete account by setting the alternative value here -

If they normally use the standard rate then it is OK to leave this blank.

🛲 Get data from TPN Online				Х
	Date to Sync	24/01/2021	Sync	6
			Close	83
T	<b>PN</b> all a	bout performan	ce	
		questing		
Download type		llecting		
⊖ SOAP		livering		
Web Services				
Pricing options				
Do NOT recompute custom	er charges on i	mport		
T0 🗸 K Change	VAT Code on jot	os to 102 - 199 (Irel	and) to this	
Allocate these depots to use t	he same code			

(TPN) The Sync option with TPN has been altered to this -

If the VAT Code at the bottom contains a value (T0 here) then when freight to 102 - 199 is imported then it will override the VAT with this. You can also add up to 3 other depots to do the same.

The VAT is first set to the default value in Global Parameters. If the account has a different value it uses that instead. If the destination is depots 102 -199 then the value in this box is used.

Note if the box is empty then it just works as normal.

The values here are remembered on the individual computers and not across the network.

(TPN) If you want to reset the VAT on non-invoiced consignments then you can use this option –

11	Utilities 🍬 I	Help			
70	Set data directory		8		E / Z / B & C /
2 🌌	Data file utilities	•	4		
	Archive Options				
<b>i</b>	Exports	- •			
۳	Imports	- •			
7	External file fixes	•			
×	Alter Default Scann	er			
1	Control panel				
<u></u>	Corrections	•	鸏	Reverse one or more invoices	
6	Secure area options	; ▶	<b>6</b>	Quick browse Invoices for checking	
			-	Pre Invoice Job check and update prices	
			D:	Alter Free Text Invoice to Normal	
			۲	Reset invoice on consignment	
			8	Reattach Job to Invoice	
			ø <b>5</b>	Reverse payment on invoice	
			8	Change Account Codes	
			۲	Update VAT Code on Jobs	🐏 On all Jobs
			<b>1</b> 1	Pricing Updates	On TPN Jobs
			8	Fix Customer charges	
			<b>®</b>	Reprice charges to Customers	nterprise

(TPN) This works in a similar way –

🛲 Alter VA	T on TPN Jobs	×					
Start Date	24/01/2021 🔛 Update 47	Close 🔀					
End Date	24/01/2021						
Vat Code	T0 Change VAT Code on jobs to 102 - 199	(Ireland) to this					
Allocate the	Allocate these depots to use the same code						
This will upd	ate non-invoiced jobs only.						

You just set the start and end dates then the code then click on Update.

Note that this option has been updated -

Extras 👔	Utilities 🍬	Help		
20 5	Set data directory Data file utilities	•	◢╋▨;;>>>	
<b>e</b> *	Archive Options Exports Imports External file fixes Alter Default Scan Control panel	) ) ner		
<b>\$</b>	Corrections	▶ 職	Reverse one or more invoices	
ě	Secure area optio	ns 🔸 👘	Quick browse Invoices for checking Pre Invoice Job check and update prices	
		)) (2) (3) (4)	Alter Free Text Invoice to Normal Reset invoice on consignment Reattach Job to Invoice Reverse payment on invoice	
		9	Change Account Codes	
			Update VAT Code on Jobs	😫 On all Jobs
		職業	Pricing Updates	On TPN Jobs
		2	Fix Customer charges	
		•	Reprice charges to Customers	nterprise

This alters the VAT code on jobs that have not been invoiced -

	Close 🔀
VAT Code T1 SELECT THIS FIRST Confirm This option adds a VAT code to jobs that have no VAT code attached and are NOT invoiced. This option bulk alters the VAT code on that are NOT invoiced.	Selective M
Account VAT Code VAT Code Confirm	Account 🤰

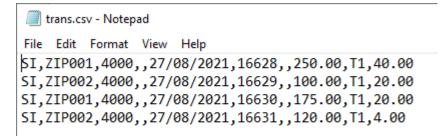
Selective puts a VAT code on jobs with no code at all that are not invoiced. ALL ignores the current value and substitutes a new one on jobs not invoiced.

Exporting to Sage has an extra option -

🛲 Create Sage/Xero Posting File				$\times$
From invoice: 18256	Sage	0	Close	ឌ
To invoice: 26740	Sage EU	⊘ 🗘 -		
Include those already exported	Xero	0		
From Date 13/05/2022	Sage	<b>I</b>		
To Date 13/05/2022				
Include credits in Sage file				
From Credit: 644				
To Credit: 1006				
Do not convert any 2nd current	cy to prima	ry		
Sage date as DDMMYYYY (Stan	Sage Cloud			
Sage date as DD/MM/YYYY	[	VAT descript	ion replaces code	
Sage date as DD-MM-YYYY				

This simply breaks the Vatable and Non-Vatable into distinct postings.

Using the Sage button creates this TRANS.CSV file -



While the Sage EU creates this file -

trans.csv - Notepad
File Edit Format View Help
\$I,ZIP001,4000,,27/08/2021,16628,,200.00,T1,40.00
SI,ZIP001,4000,,27/08/2021,16628,,50.00,T0,0.00
SI,ZIP002,4000,,27/08/2021,16629,,100.00,T1,20.00
SI,ZIP001,4000,,27/08/2021,16630,,100.00,T1,20.00
SI,ZIP001,4000,,27/08/2021,16630,,75.00,T0,0.00
SI,ZIP002,4000,,27/08/2021,16631,,20.00,T1,4.00
SI,ZIP002,4000,,27/08/2021,16631,,100.00,T0,0.00

Note: You can only create Vatable and Non-Vatable outputs. You cannot mix T0, T1 and T9.

🛲 Create Sage/Xero Posting File		×						
From invoice: 18256	Sage 🥑 Close	ឌ						
To invoice: 26740	Sage EU 🥑							
Include those already exported	Xero 🥑							
From Date 13/05/2022	Sage 🕑							
To Date 13/05/2022								
Include credits in Sage file								
From Credit: 644								
To Credit: 1006								
Do not convert any 2nd currency	Do not convert any 2nd currency to primary							
Sage date as DDMMYYYY (Standa	ard) 📃 Sage Cloud							
Sage date as DD/MM/YYYY	VAT description replaces code							
Sage date as DD-MM-YYYY								

This is the setup for standard Sage -

## And for Sage Cloud –

🛲 Create Sag	e/Xero Posting File							×
From invoice:	18256	Sage	Ø				Close	ន
To invoice:	26740	Sage E	U 🥑					
Include the	se already exported	Xero	V					
From Date	13/05/2022	Sage	Ø					
To Date	13/05/2022							
Include cre	edits in Sage file							
From Credit:	644 🔎							
To Credit:	1006 🔎							
Do not convert any 2nd currency to primary								
Sage date as DDMMYYYY (Standard)			<b>V</b> 5	Gage Clo	ud			
Sage date as DD/MM/YYYY			<b>V</b>	/AT desc	cription (	replac	es code	
Sage date	as DD-MM-YYYY							