

PARCEL CUSTOMER IMPLANT

Updated Saturday 14th September 2019

Contents

Chapter 1 – Installation	5
Installation and Updates	5
Networking the program	6
Loading the program	7
Data Paths	8
Chapter 2 – Initial Setup	9
Global Parameters	9
Local Parameters	12
Accounts	13
Alternative Addresses	15
Gazetteer	16
Chapter 3 – Actions Menu	17
Consignment Entry	18
Day Start	20
Day End	21
Cubing	21
Email Depot	22
Chapter 4 – Reports Menu	23
Manifest	23
Chapter 5 – Extras Menu	25
Calculator	25
Clock	25
Notebook	25
Diary	26
Document Scanner	27
Internet Browser	27
Media Player	28
UK Postcode Checker	28
Internet Mapping	29
Internet Routing	30
Chapter 6 – Utilities Menu	31
Data Directory	31
File fix	31
Health Check	32
Backup	32
Restore	33
Export	33
Accounts	33
Import	33
Accounts	33
Transactions	34
Gazetteer	35

Chapter 7 – Maintenance Menu	36
Control Panel	36
Chapter 8 – Help Menu	38
About	38
Report a Problem	39
System Information	39
Licence Request	40

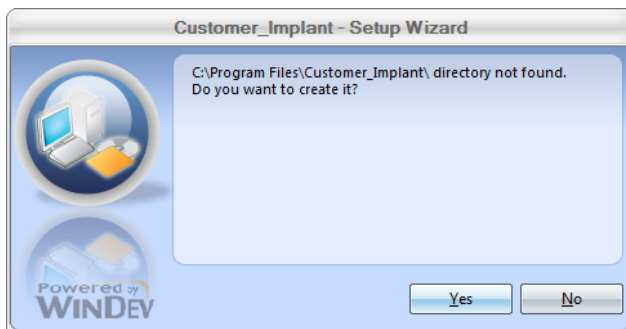
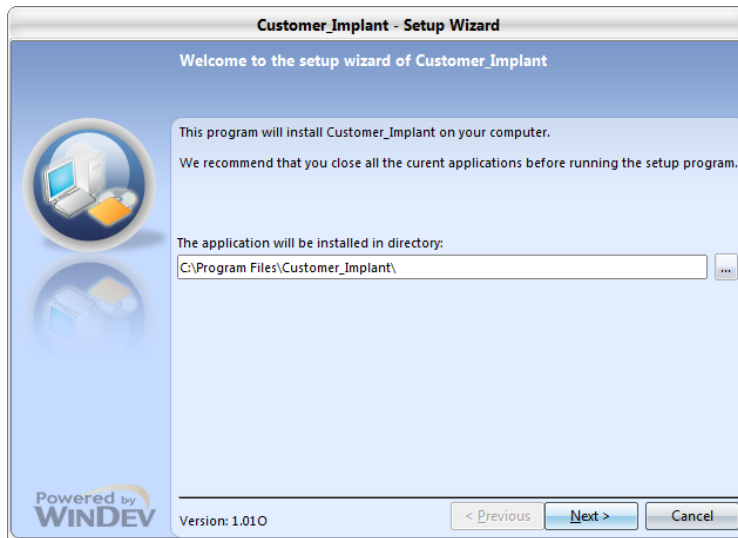
Chapter 1 - Installation

- **Installation and Updates**

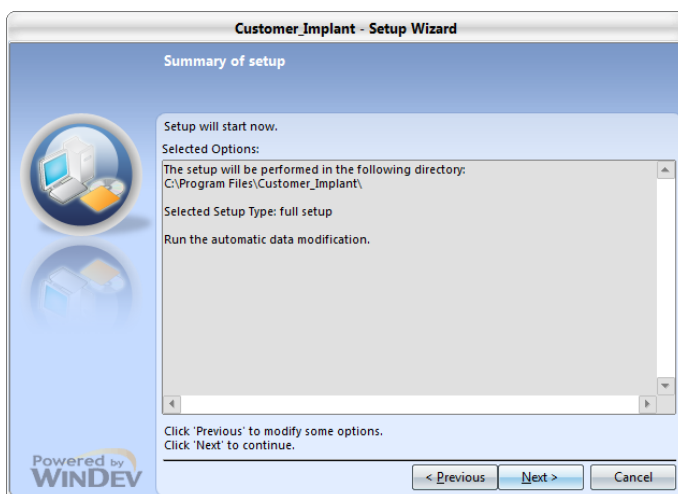
Double-click on the Implant.EXE

First Time Installers – follow these screens:

On the first screen keep the application directory as standard, click next.



If asked to create the directory, click "Yes".

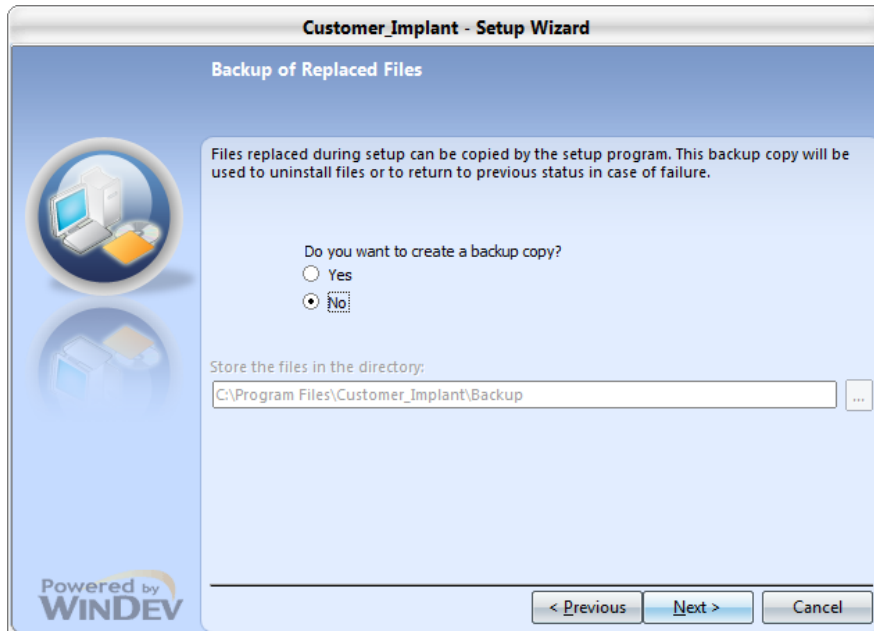


Setup summary will then be displayed, click next.

This will then install the Customer Implant server and inform you that setup is complete

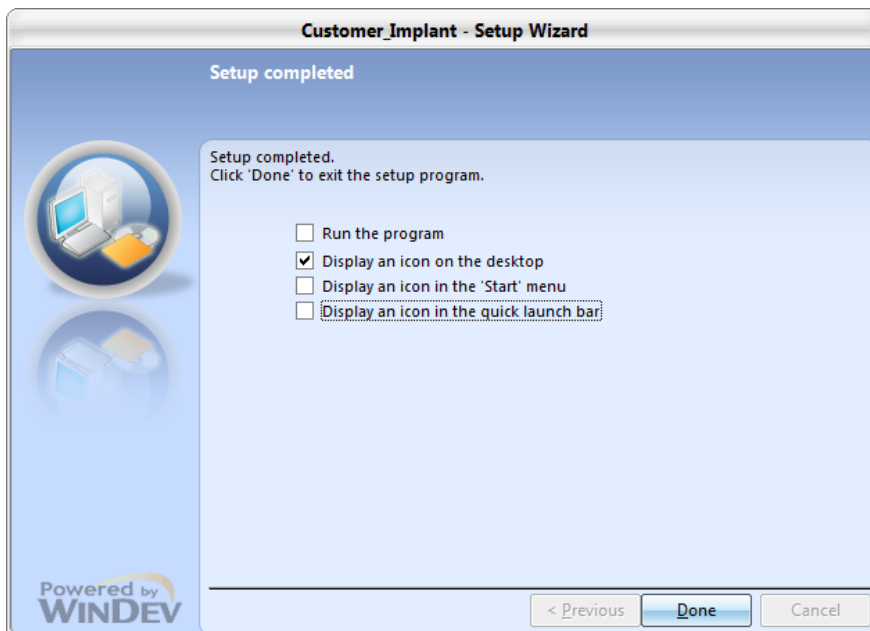
Chapter 1 - Installation

The Customer Implant will then be installed and on the final screen tick only “desktop shortcut” and complete the setup by clicking done.



If the Customer Implant has been installed before:

Follow the same screens as above. Except where you get create directory you might get the following screen:



If asked to create a backup directory, select “No”

- **Networking the Program**

If you wish to run the program across a Local Area Network you should install the program on all PC's that are to access the program. You should then look at loading the program on the next page.

Chapter 1 - Installation

- **Loading the Program**

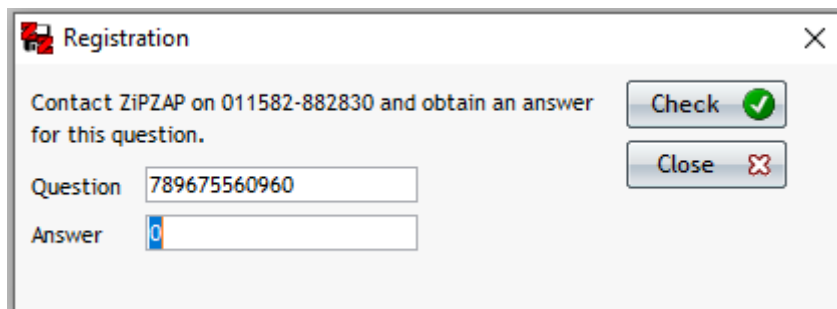
Running Customer_Implant for the First Time

Double-click the Customer_Implant icon on the desktop.



To run the program across a network, install the program on all workstations and then select a shared folder on a mapped driver for the data. All workstations must point to the same place although it is possible that they are mapped differently. Go to page 8 for instructions on how to set the data path.

Initially when you open the program you will be asked to register your program. Contact ZipZap to obtain an answer for this question.

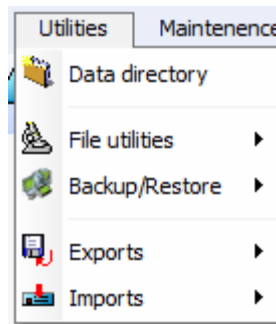


Chapter 1 - Installation

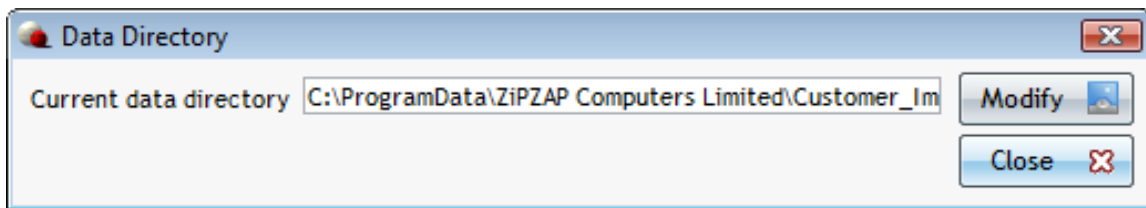
- **Data Path**

To set the data path you should have a mapped folder on the network that everyone has read/write access to.

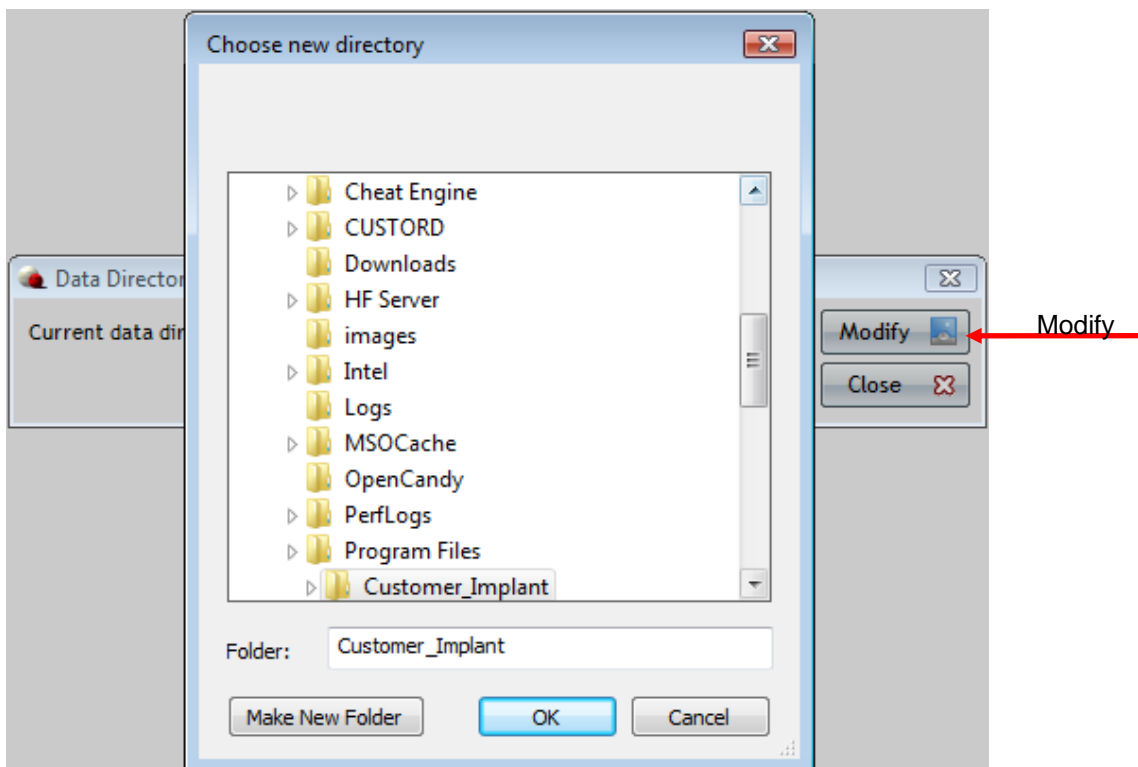
On the Utilities Menu you should select **Data Directory**



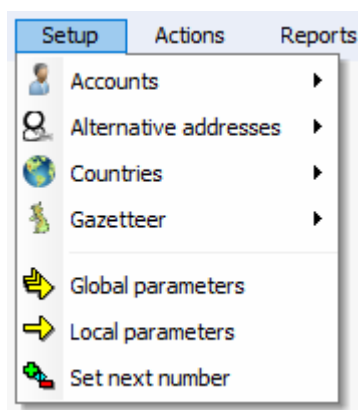
The window below will appear for changing the location of the data. The program will then remember this for future user.



Click **Modify** and choose a new directory, click **OK** and Close the Data Directory Window.



Chapter 2 – Initial Setup



The setup menu - It is important to work through it in the order indicated in this manual.

- **Setup, Global Parameters**

Enter your company details on the screen as below:

Basic details	Communications	Defaults
Account	DST001	
Our Name	DST AUTOMOTIVE LTD	
Address 1	5 MEDEN COURT	
Address 2	NETHERFIELD LANE	
Address 3	MEDEN VALE	
Town	MANSFIELD	
County	NOTTINGHAM	
Postcode/Zip	NG20 9QU	
Contact	David Taqvi	
Phone	01623 900062	
Licence key	gC2/88R7iRZyIpgJ1IuczyszNkFIDIUfqJ+z3mkZh	
Label height	1,260.00	Label width 1,010.00

You will need a Licence Key from Zipzap Computers to change the software from evaluation version to a licensed version

Go to page 40 for instructions on how to request a Licence Key.

After entering your details, select the **Communications** tab.

Chapter 2 – Initial Setup

If required enter details of the FTP server you are communicating with and also the SMTP server if you are using e-mail. E-mail settings can be found in your e-mail client such as Outlook.

The screenshot shows a 'Parameters' dialog box with three tabs: 'Basic details', 'Communications', and 'Defaults'. The 'Communications' tab is active. It contains the following fields and options:

- Our Email address:** Text input field with a red arrow pointing to it from the label 'E-mail Details'.
- SMTP Server:** Text input field.
- SMTP Username:** Text input field.
- SMTP Password:** Text input field.
- Use Exchange Server** **Connection name:** Text input field.
- FTP Server:** Text input field with a red arrow pointing to it from the label 'FTP Transfer type'.
- FTP Username:** Text input field.
- FTP Password:** Text input field.
- FTP Port:** Spin box set to 0 with a key icon.
- FTP Remote Dir:** Text input field.
- Timeout:** Spin box set to 0 with a key icon.
- FTP Transfer type:** Radio buttons for **Binary** and **ASCII**. A red arrow points to the 'Binary' option.
- FTP Passive**

A 'Save' button with a green checkmark is located in the top right corner of the dialog box.

Select the last tab called **Defaults**.

Chapter 2 – Initial Setup

The screenshot shows the 'Parameters' dialog box with the 'Defaults' tab selected. The 'Save' button is visible in the top right corner. The fields and options are as follows:

- Default items:
- Default weight:
- Default service:
- Local depot: Depot Email:
- Adhoc Account: Alternative Label type 210mm x 140mm
- Use postcode anywhere Alternative deliverer:
- Username:
- Code: PCA Web Site:

Twain interface settings:

- Yes
- No

Twain scan type settings:

- Default
- RGB
- Greyscale
- Black and white

Export type settings:

- Extended
- ParcelTrak

Fill in your default settings.

To select a service, click on the magnifying glass.

Fill in the local depot number and the depot email.

If you have a default adhoc account, select the account by using the magnifying glass.

Tick the tick box if you want alternative label type and if you have an alternative deliverer, fill in the box.

If you use postcode anywhere, tick the use postcode anywhere tick box and fill in the username, code and PCA website.

Select your scanner (Twain) Settings.

Select your export type.

Click **Save** to finish

Chapter 2 – Initial Setup

- **Setup, Local Parameters**

Local Parameters

Manifest Printer: HP Deskjet 2540 series

Label Printer: HP Deskjet 2540 series

Save

EMail | FTP | Scanner

Our Email address: norman@zipzap.co.uk

SMTP Server: smtp.freeolamail.net

SMTP Username: norman@zipzap.co.uk

SMTP Password: ●●●●●●●●●●

SMTP Secure Port: 587


Depot Email: depot@depot.com

Communication timeout: 0

These settings are specific to your own local computer.

Select your default printers.

Next work through the tabs and enter the information.

If your local settings are the same as your global settings, then you can use this button  to copy the details from the global parameters.

EMail | FTP | Scanner

FTP Server

FTP Username

FTP Password

FTP Port: 0

FTP Remote Dir

FTP Transfer type

Binary

ASCII

FTP Passive

EMail | FTP | Scanner

Twain interface

Yes

No

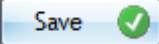
Twain scan type

Default

RGB

Greyscale

Black and white

Click **Save**  to finish



Chapter 2 – Initial Setup

Account

Details Despatch remarks

Accref ZIPZAP

Name ZIPZAP COMPUTERS LIMITED

Postcode/Zip LN2 4WJ  

Address 1 CARLTON BOULEVARD

Address 2 GLEBE PARK

Address 3 LINCOLN

Town/Place LINCOLNSHIRE

County

Phone


Fax


Email

Contact

Last used

Warning flag

OK 

Close 

Enter the account details and click on the Despatch remarks tab.



View Internet Map of this postcode



Check Full Postcode using PAF

Account

Details Despatch remarks


Remarks 1


Remarks 2

Remarks 3

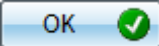
Remarks 4

Remarks 5

OK 

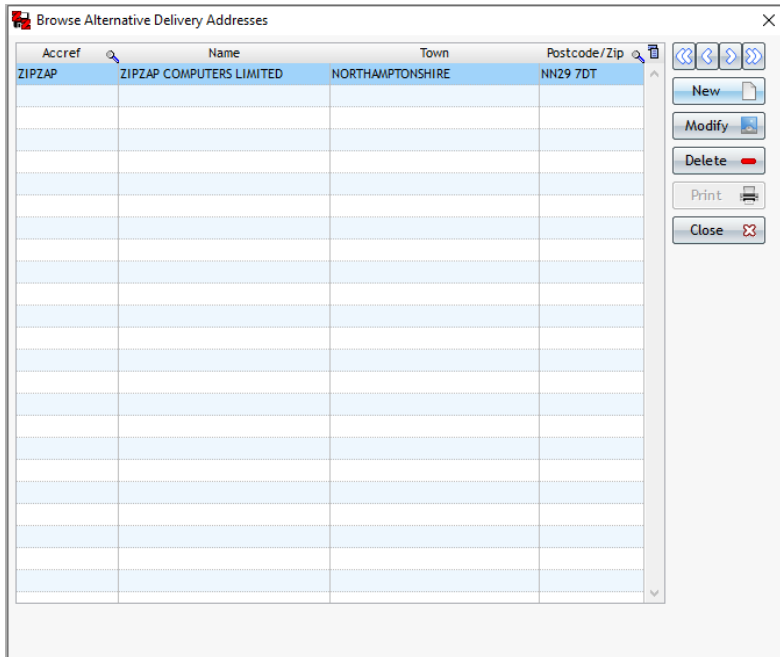
Close 

Enter any Remarks here.

Click **OK**  to finish.

Chapter 2 – Initial Setup

- **Setup, Alternative addresses, Browse Alternative addresses**



Click on **New** to add a new record or **Modify** to alter the highlighted record.

Alternative delivery addresses

Accref: ZIPZAP

Name: ZIPZAP COMPUTERS LIMITED

Postcode: NN29 7DT

Address 1: BERRILL STREET

Address 2: IRCHESTER

Address 3:

Town/Place: NORTHAMPTONSHIRE

County:

Contact:

Phone:

Buttons: OK, Close

Enter the account details and click **OK** to finish.



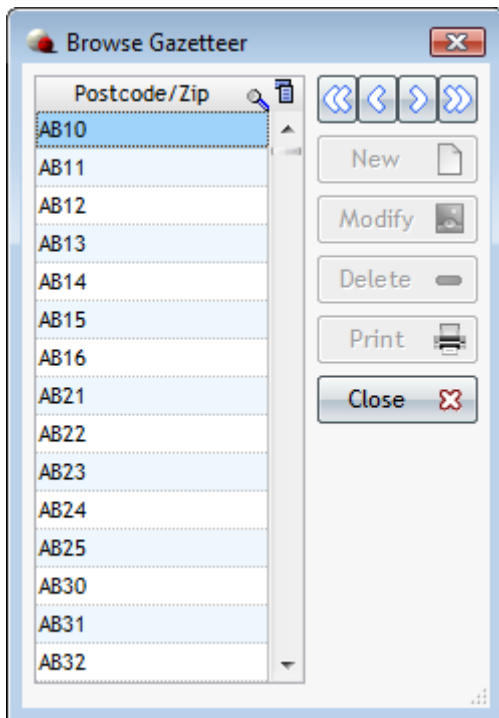
View Internet Map of this postcode



Check Postcode using PAF

Chapter 2 – Initial Setup

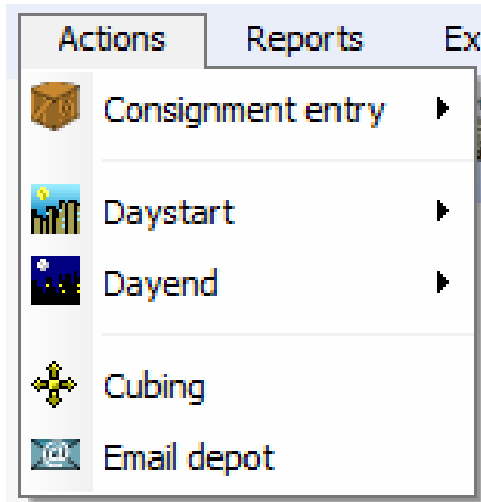
- Setup, Gazetteer, Browse Gazetteer



For viewing purposes only,

Chapter 3 – Actions Menu

The Actions menu relates to tasks performed within the program.



Chapter 3 – Actions Menu

Consignment entry/modification

Docket Allocated when saved

Date 14/09/2019

Account Previous ZIPZAP Use

Order number

Deliver to

Postcode/Zip

Address 1

Address 2

Address 3

Town/place

County

Telephone

Contact

Items 1 Weight 5 Length cm Width cm Height cm

Service ND Next Day Delivering

Close Save Label

Advise Recipient by Email Save Label

Advise Recipient by Outlook Save Label

Remarks 1*

Remarks 2*

Remarks 3

Remarks 4

Remarks 5

Enter the consignment details:

To select an account, click on the magnifying glass.

To select an alternative address, click on the following button.



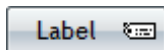
Learn Address



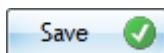
Check Postcode using PAF



Check Full Postcode using PAF



Click this button if you want to print the label and save the consignment.



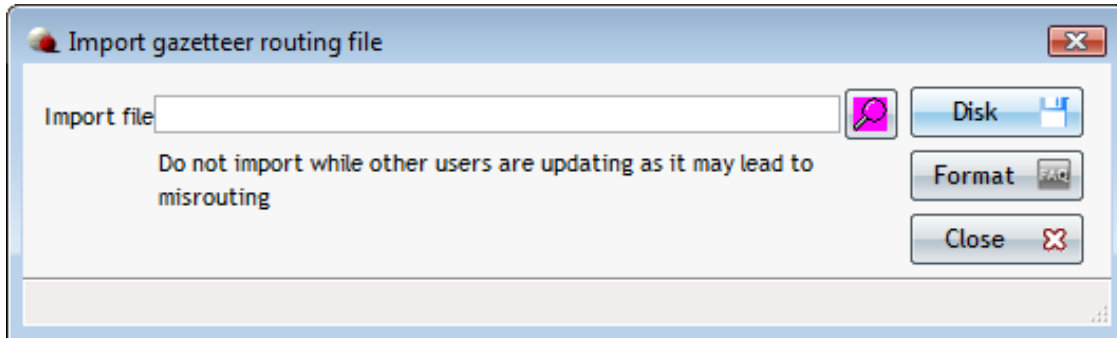
Click this button if you want to save the consignment.

Chapter 3 – Actions Menu

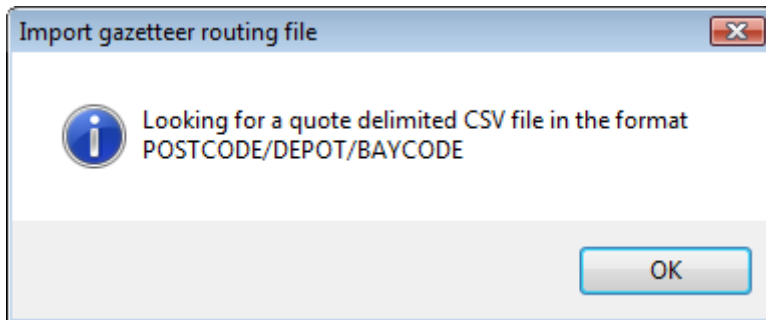
- **Actions, Daystart, Import Gazetteer**

Select the gazetteer file you wish to import by clicking on the magnifying glass.

Click the **Disk** button to implant the file.



To find out the format of the file beforehand, click on the format button. The following screen will appear with the details.

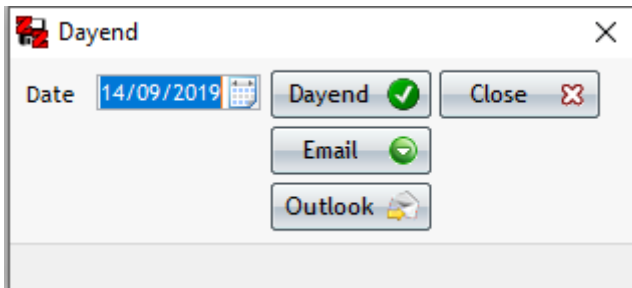


Chapter 3 – Actions Menu

- **Actions, Dayend, Export Data**

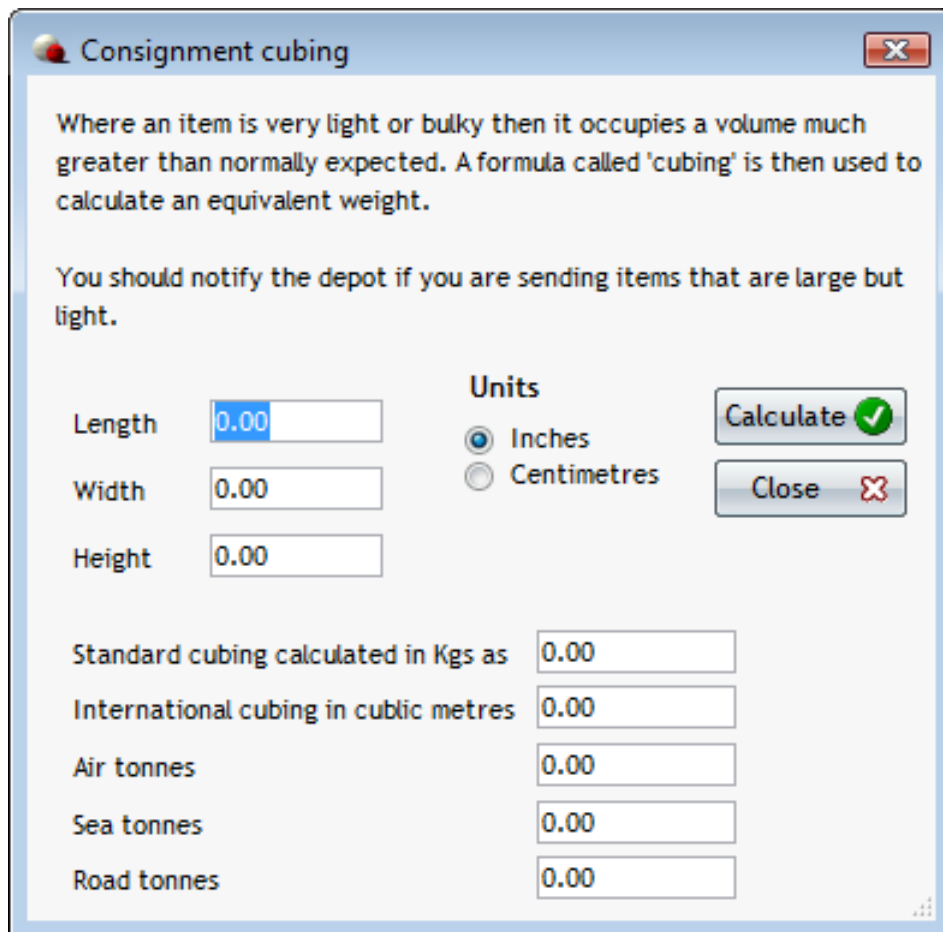
There are two options to where the data can be exported:

1. Dayend which is the Disk option
2. Email



- **Actions, Cubing**

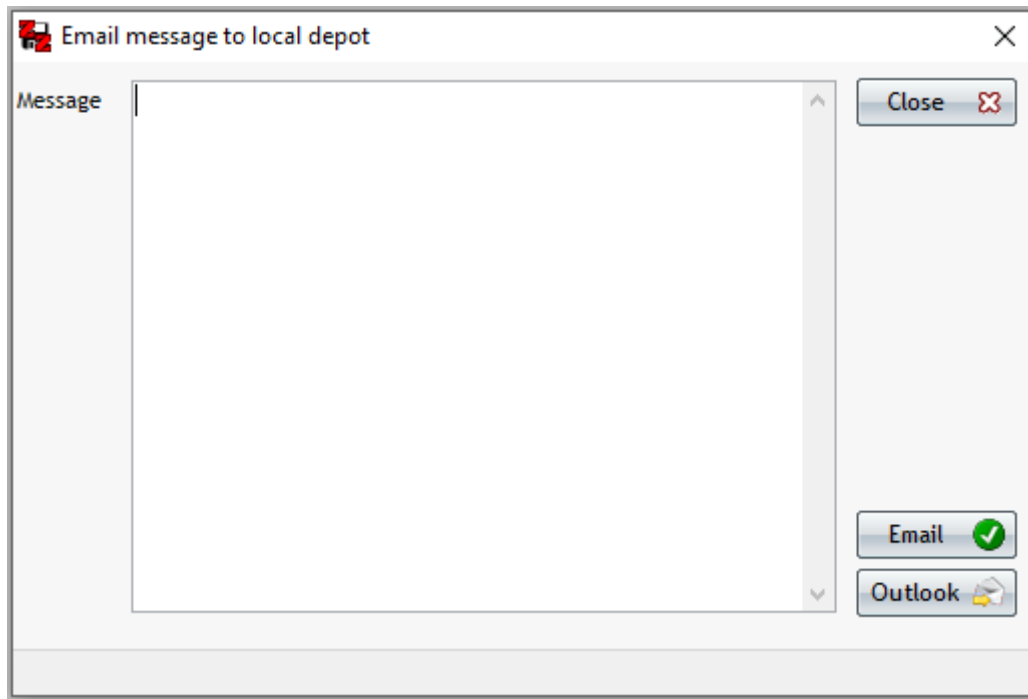
Work out a cube volume for bulk items.



Chapter 3 – Actions Menu

- **Actions, Email depot**

Select this option to send a message to a depot from within the program.

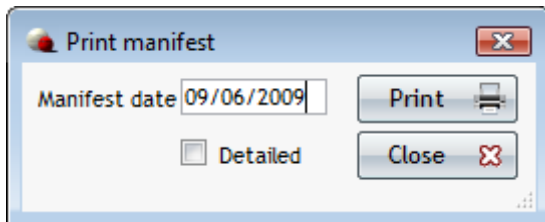


Chapter 4 – Reports Menu

- **Reports, Manifest**

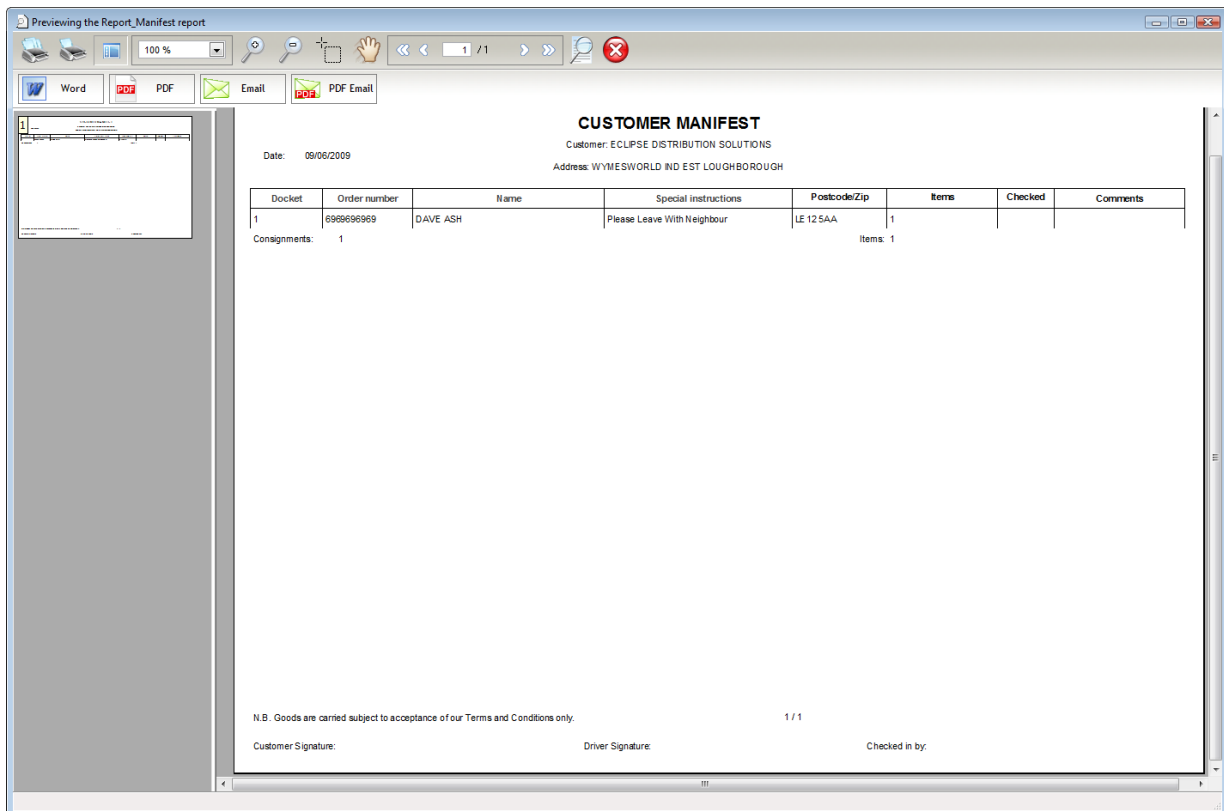
This option is for printing your manifest. You have the choice between a standard manifest or if you tick the tick box, you will get a detailed manifest.

Enter the date and click on the **Print** button.



Examples Below:

Standard Manifest



Chapter 4 – Reports Menu

Detailed Manifest

The screenshot displays a software interface for previewing a report. The window title is "Previewing the ReportManifestExt report". The interface includes a toolbar with navigation and zoom controls, and a menu bar with options for Word, PDF, Email, and PDF Email. The main content area shows a "Customer Manifest" report for DAVE ASH. The report details include:

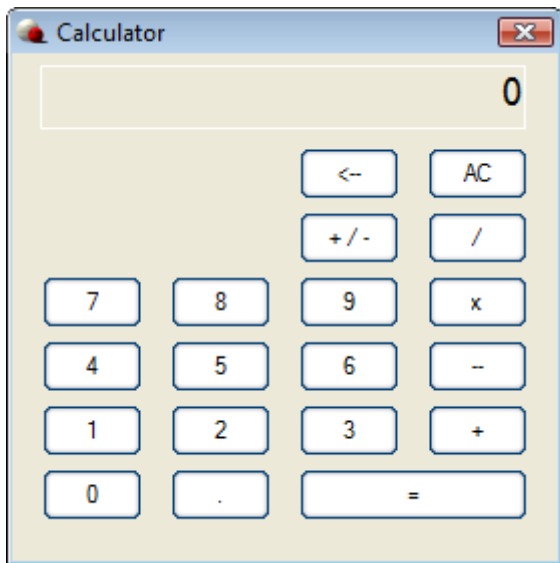
- Docket : 1
- Name : DAVE ASH
- Address 1 : WYMESWORLD IND EST
- Address 2 : WYMESWORLD ROAD
- Address 3 : WYMESWORLD
- Town : LOUGHBOROUGH
- Postcode/ Zip : LE12 5AA
- County : LEICESTERSHIRE
- Items : 1
- Weight : 20
- Code : 12
- Remarks 1 : Please Leave With Neighbour
- Remarks 2 :
- Remarks 3 :
- Remarks 4 :
- Remarks 5 :

At the bottom of the report, a summary table is displayed:

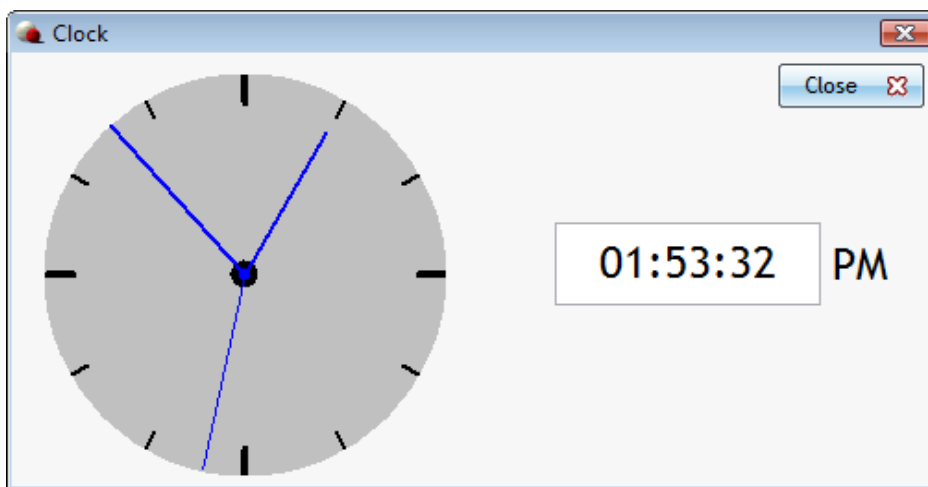
Consignments:	1	Items:	1	Weight:	20
---------------	---	--------	---	---------	----

Chapter 5 – Extras Menu

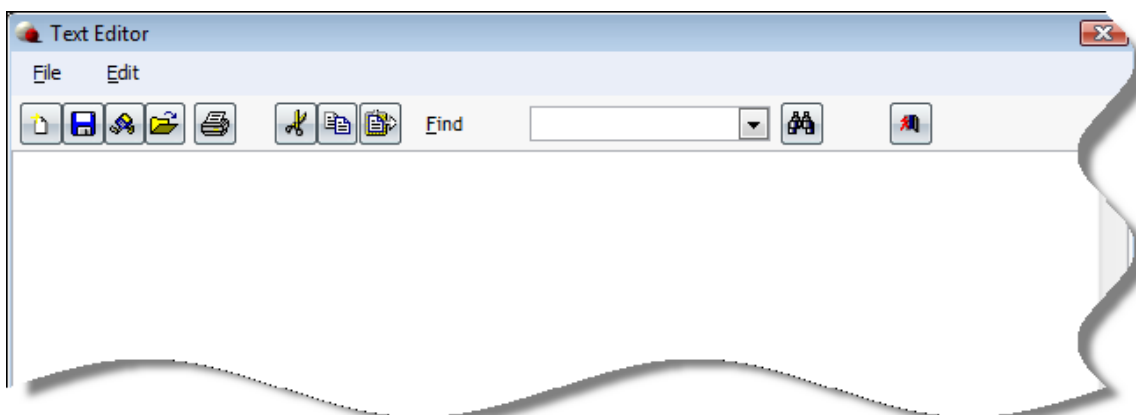
- **Calculator**



- **Clock**



- **Notebook**

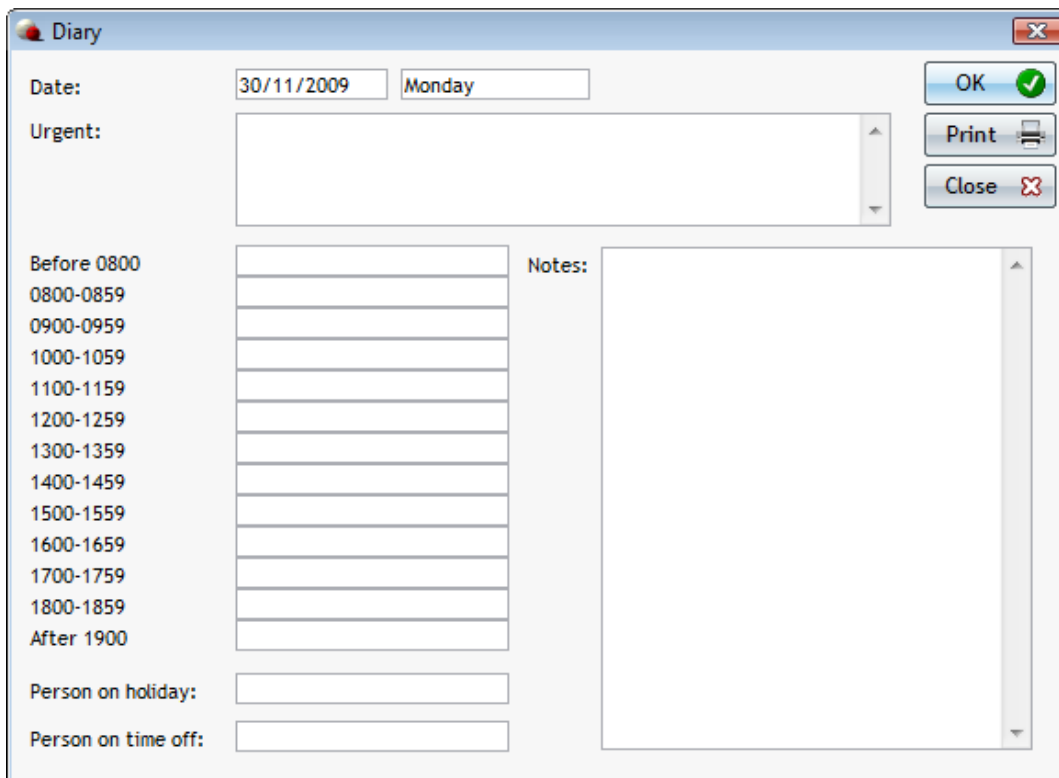


Chapter 5 – Extras Menu

- **Diary**



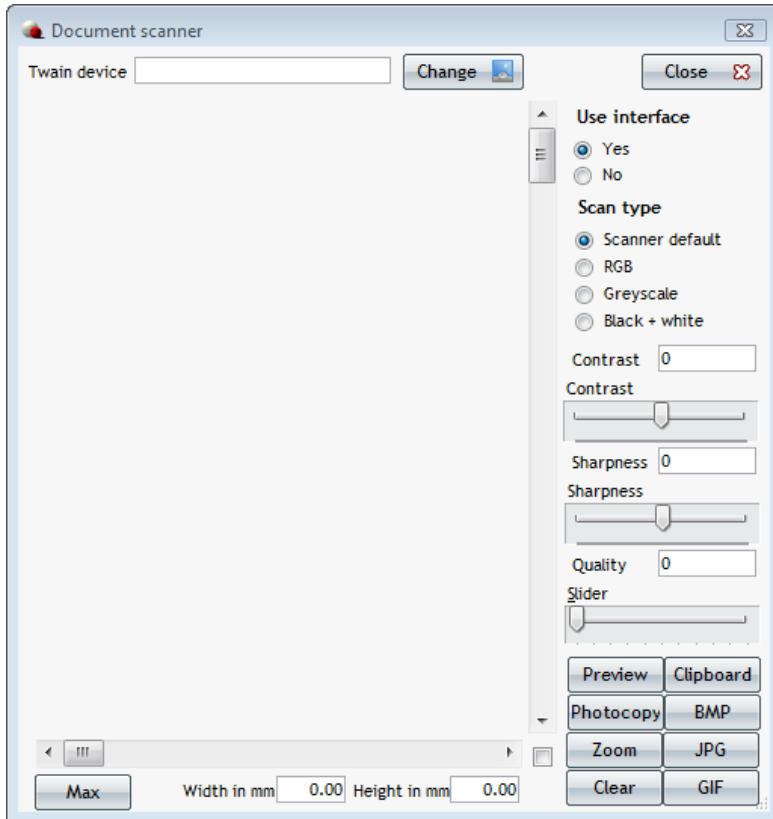
Double click on a Date to enter or view data.



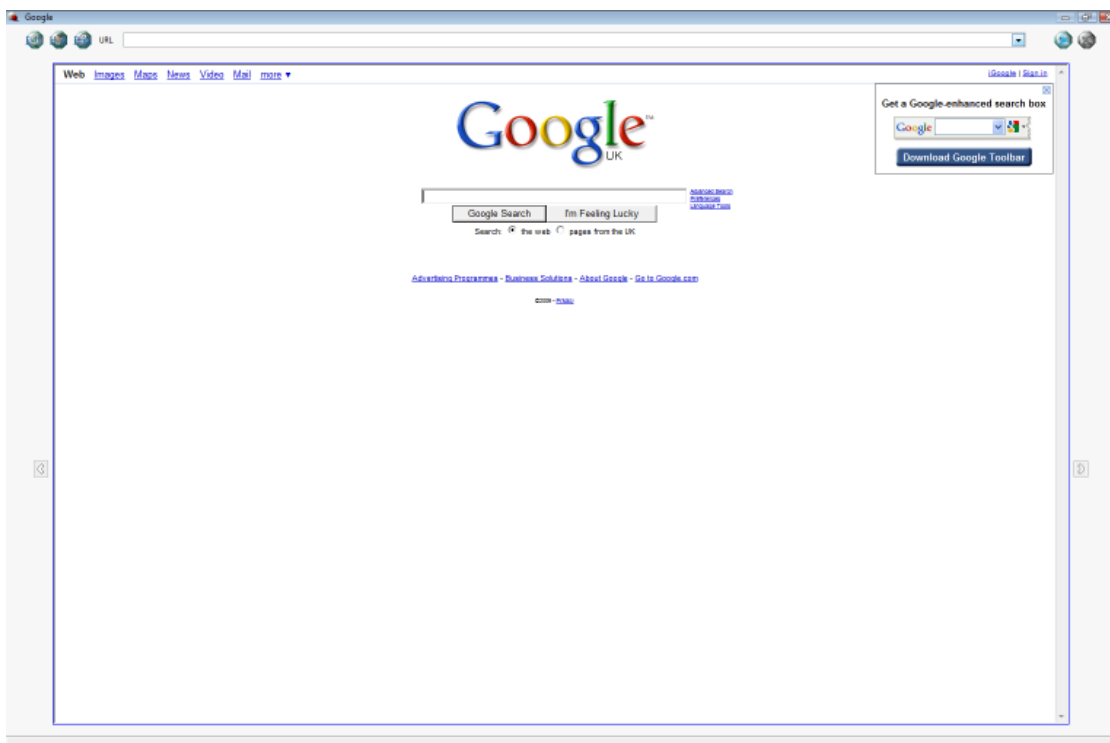
Click on the **OK** button to save any changes, you can also print the diary entry.

Chapter 5 – Extras Menu

- Document Scanner

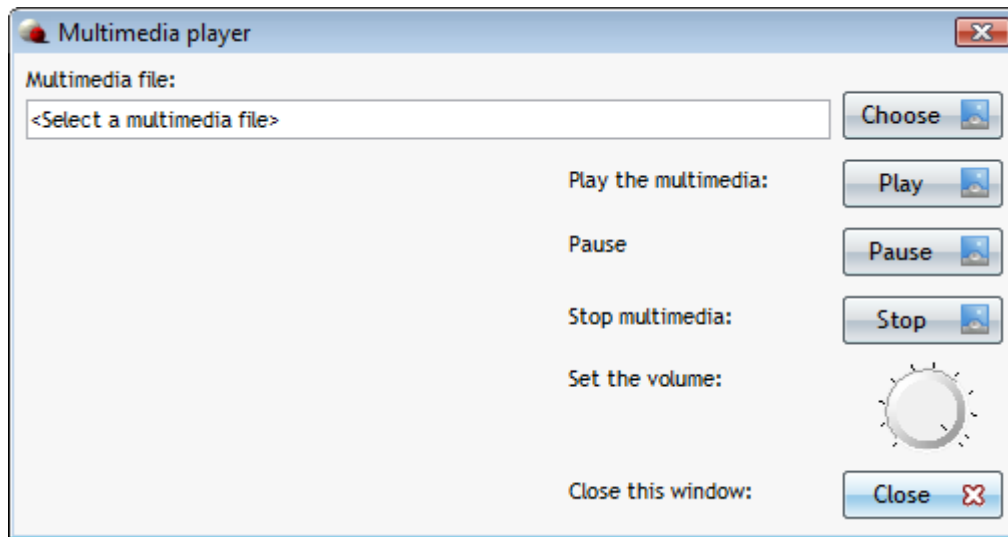


- Internet



Chapter 5 – Extras Menu

- **Media Player**



Click on the choose button and select the file you want to play

The video location with display in the top white box under media file.

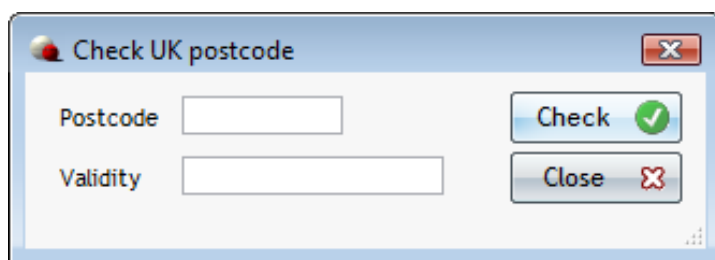
The video selected will play in the empty box under the file path.

Use the buttons on the right to play, pause and stop the video.

There is a volume controller, use your mouse to turn the wheel.

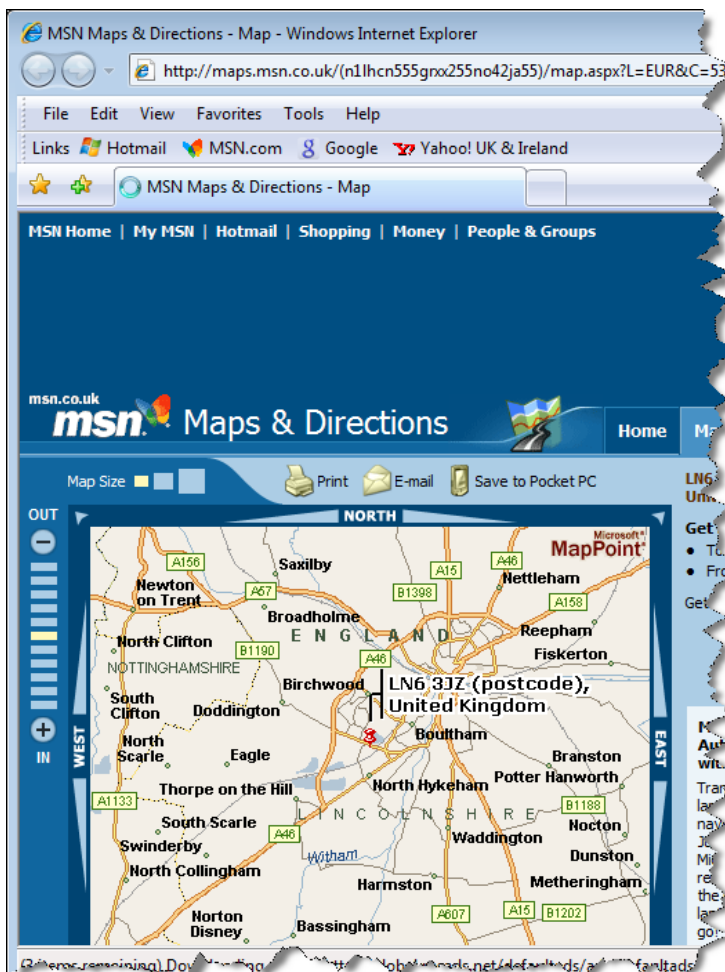
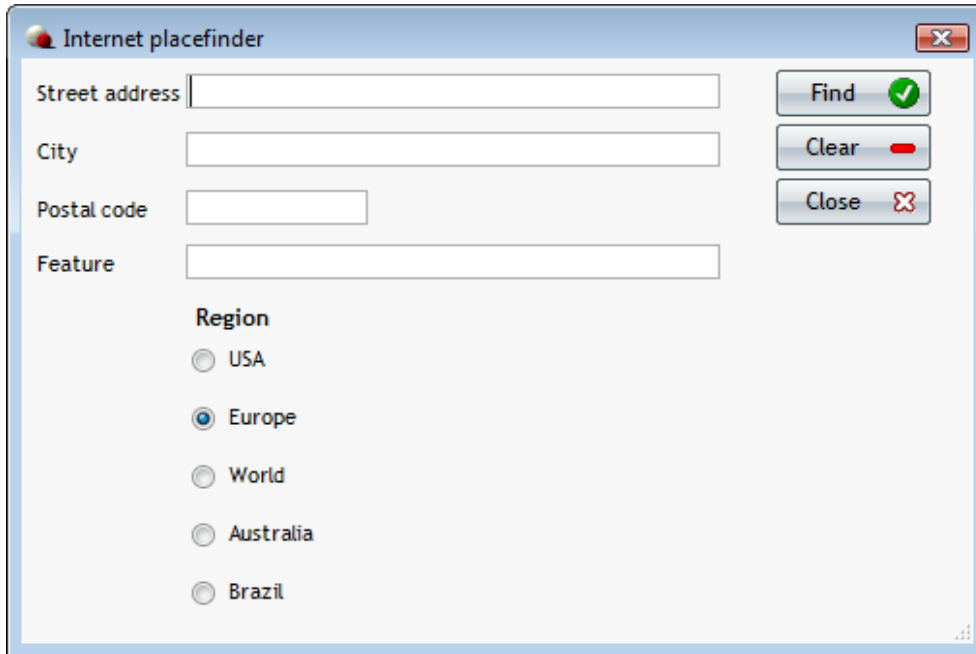
Click close when you have finished.

- **UK Postcode Checker**



Chapter 5 – Extras Menu

- Internet Mapping



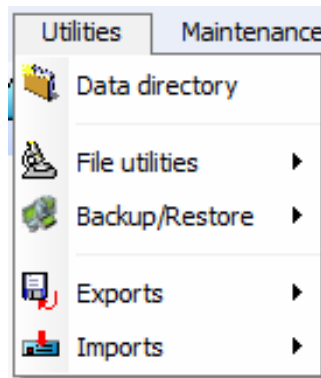
Chapter 5 – Extras Menu

- Internet Routing

The screenshot shows a window titled "Internet Routefinder" with a standard Windows-style title bar. The window contains several input fields and buttons. On the left, there are three rows of input fields: "From address" (empty), "From city" (containing "LINCOLN"), and "From postcode" (containing "LN5 9SN"). To the right of these fields are two buttons: "Find" with a green checkmark icon and "Close" with a red 'X' icon. Below these are three more rows of input fields: "To address" (empty), "To city" (containing "ALTRINCHAM"), and "To postcode" (containing "WA14 5NL"). To the right of these fields is a section titled "Area" with five radio button options: "USA", "Europe" (which is selected), "World", "Australia", and "Brazil". At the bottom of the window, there is a text prompt: "Enter either the postcode or the street/city".

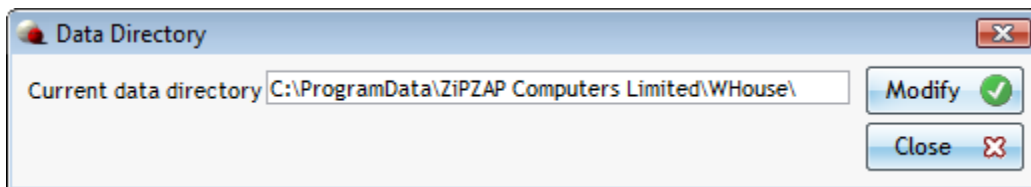


Chapter 6 – Utilities Menu



- **Utilities, Data directory**

For a multi user environment you would select your shared data folder here.

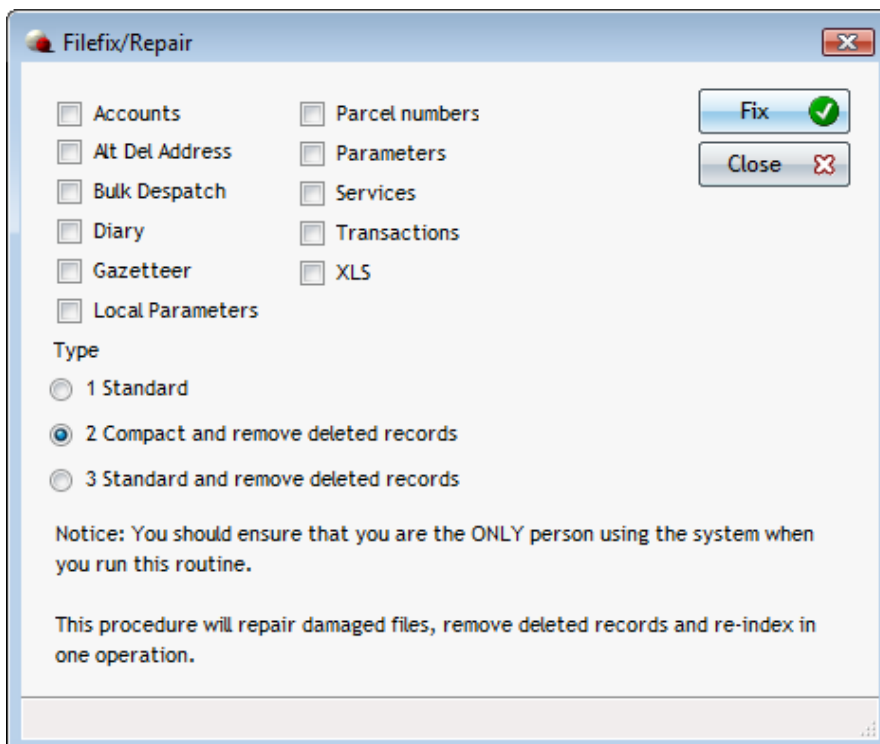


- **Utilities, File Utilities, Filefix**

If you encounter problems with data files it is usually possible to repair them using this utility.

If you find yourself fixing files regularly you should look into the cause of the problem.

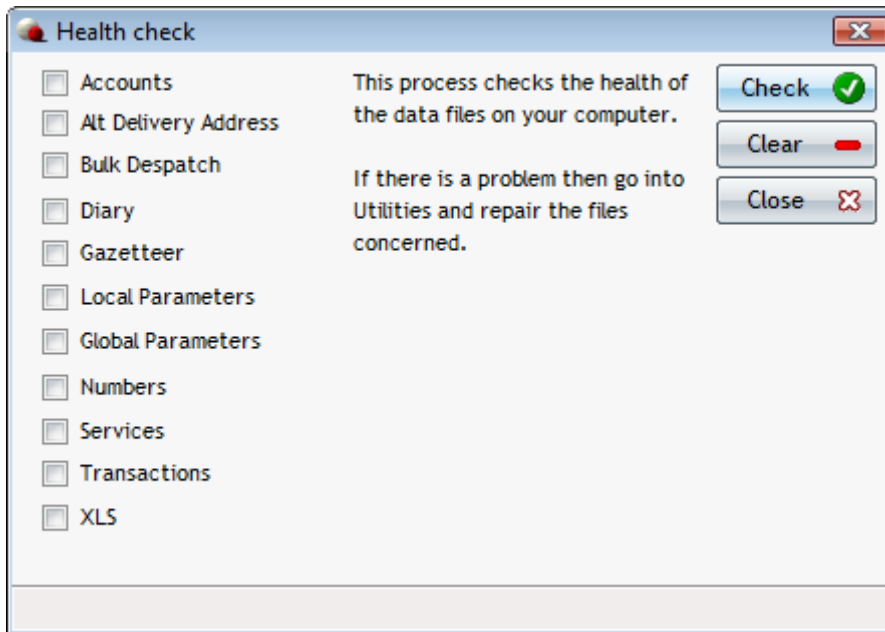
When using a multi user system ensure everyone else is logged out of the system.



Chapter 6 – Utilities Menu

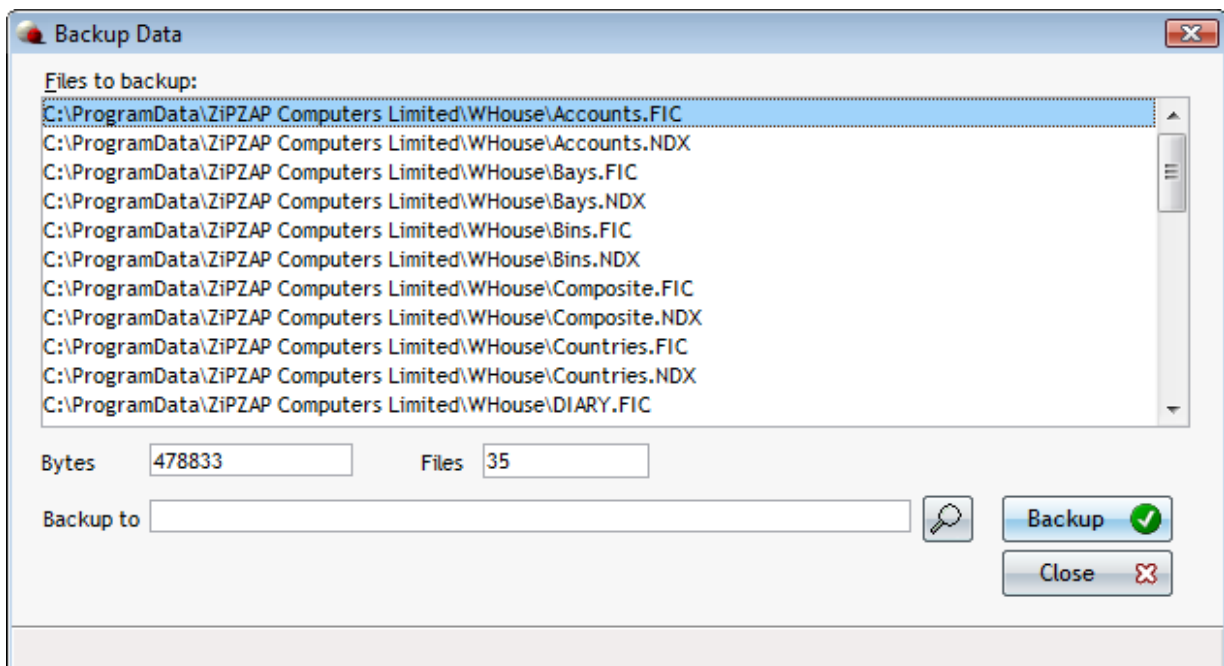
- **Utilities, File Utilities, Healthcheck**

This option checks the health of the files on your computer, if there are any errors, use the utility file fix to repair them.



- **Utilities, Backup/Restore, Backup**

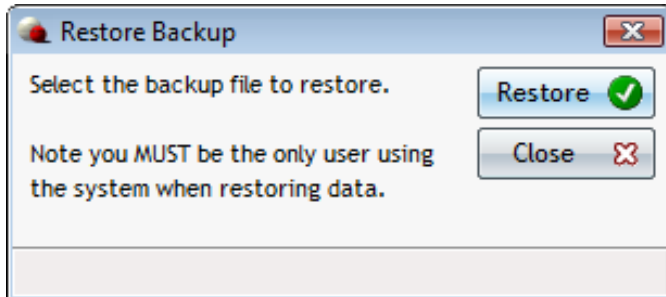
The system will automatically select the data files to backup. You just need to select the location to save the backup file to.



Chapter 6 – Utilities Menu

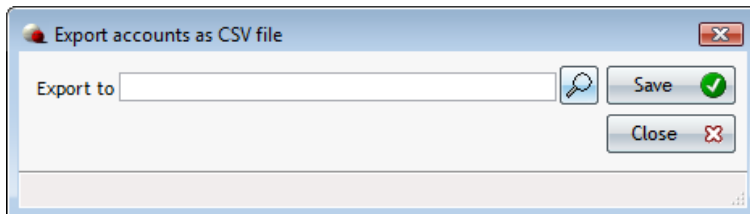
- **Utilities, Backup/Restore, Restore**

When doing a restore you will need to locate the backup file.



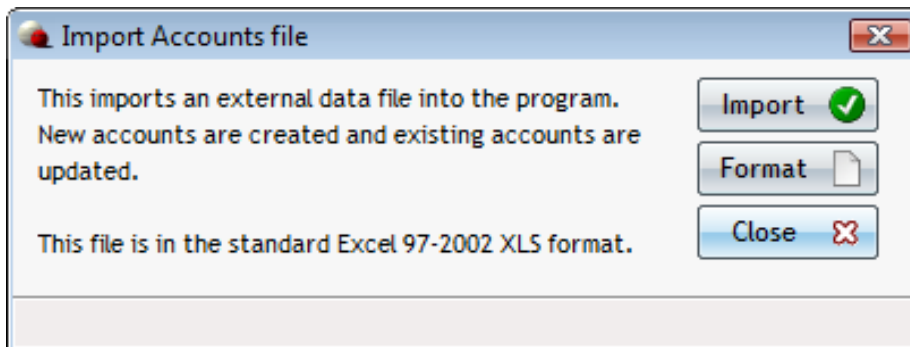
- **Utilities, Export, Accounts**

This option creates a CSV file of your accounts which can be imported into Sage accounts.

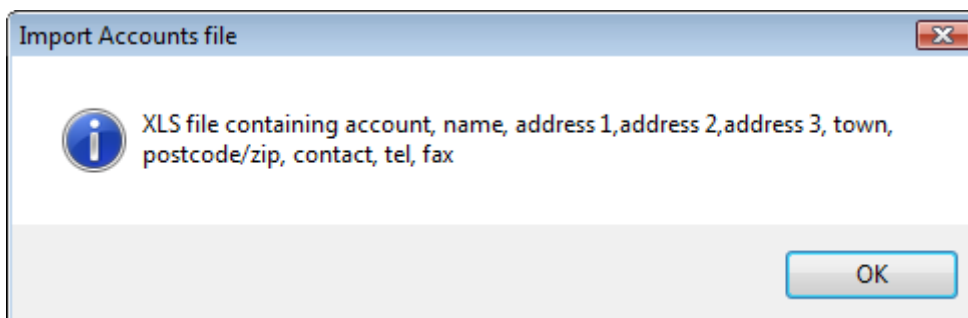


- **Utilities, Import, Accounts**

Click on **Import** to locate the accounts file you wish to import.



To find out the format of the file beforehand, click on the **format** button.



Chapter 6 – Utilities Menu

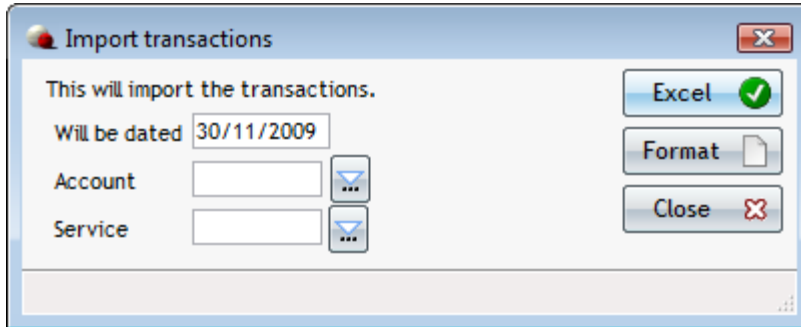
- **Utilities, Import, Transactions**

This option is for importing your transactions.

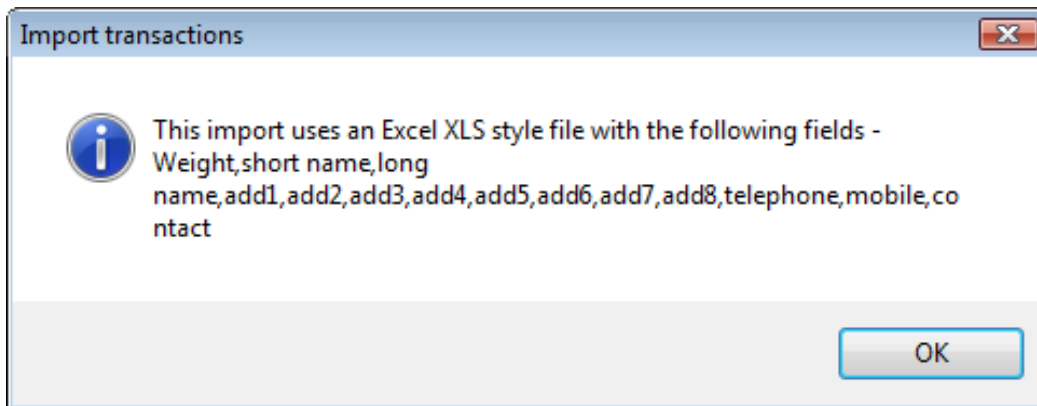
Enter the date.



To select an account and a service, click on this button.



To find out the format of the file beforehand, click on the format button. The following screen will appear with the details.



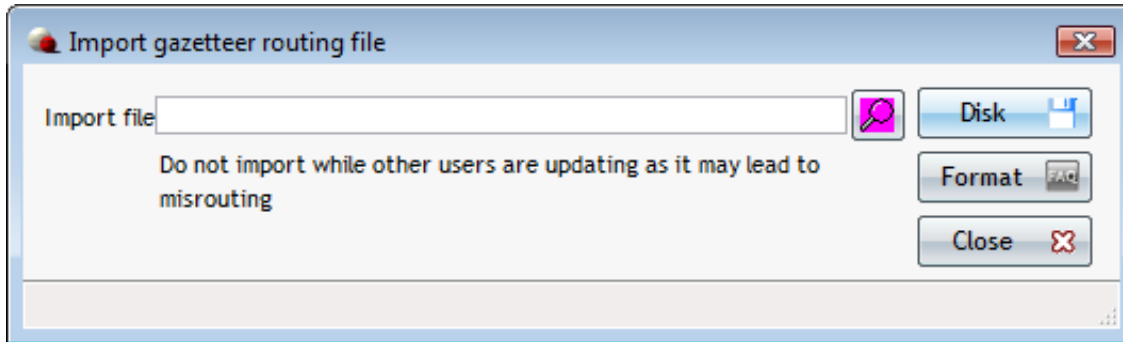
Click on the **Excel**  button to import the data.

Chapter 6 – Utilities Menu

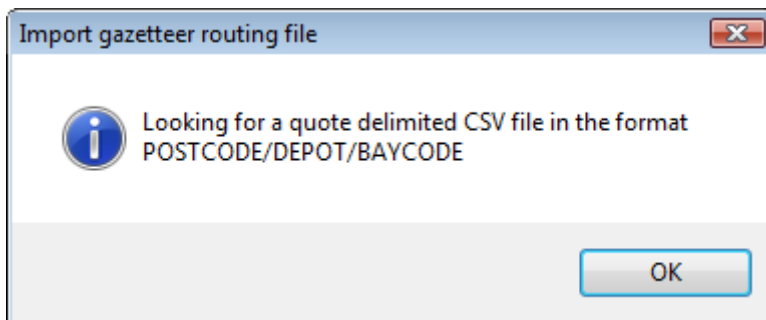
- **Utilities, Import, Gazetteer**

Select the gazetteer file you wish to import by clicking on the magnifying glass.

Click the **Disk** button to import the file.



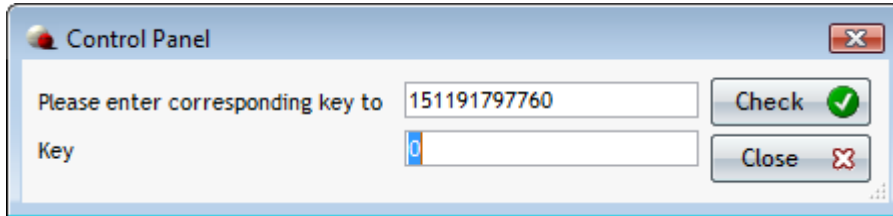
To find out the format of the file beforehand, click on the format button. The following screen will appear with the details.



Chapter 8 – Maintenance Menu

- **Control Panel**

System Administrators should contact ZiPZAP Computers Ltd (01158-882830) for entry to the Control screen.



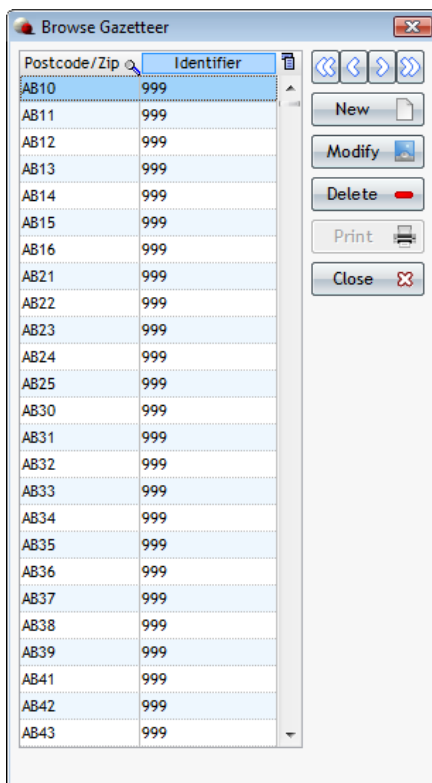
Once access to the control screen has been gained you can create or modify entries in the Services tables and Gazetteer table.

The Control Screen looks like the following screen:



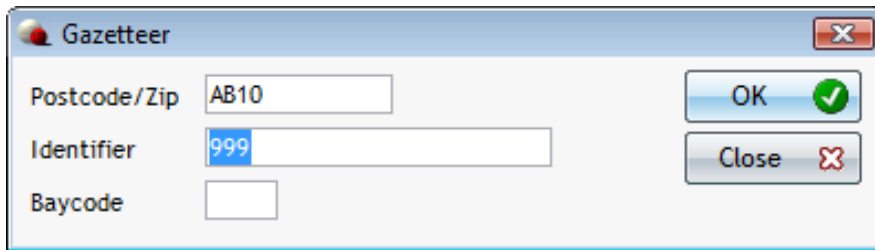
Gazetteer

Click on the **Gazetteer** button and the following screen will appear:



Click on **New** to add a new record or **Modify** to alter the highlighted record.

Chapter 7 – Maintenance Menu



Gazetteer

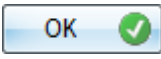
Postcode/Zip AB10

Identifier 999

Baycode

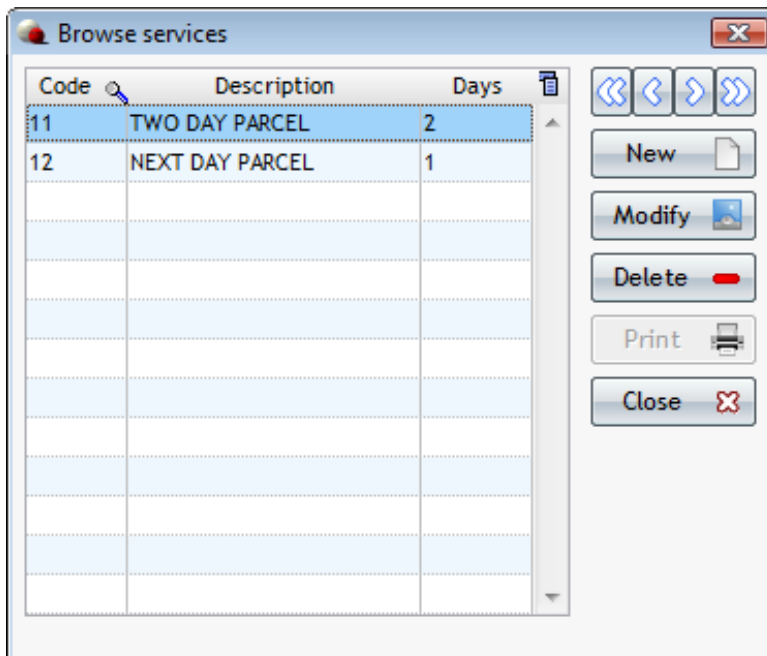
OK

Close

Click on the **OK**  button to finish.

Services

Click on the **Services** button and the following screen will appear:



Browse services

Code	Description	Days
11	TWO DAY PARCEL	2
12	NEXT DAY PARCEL	1

New

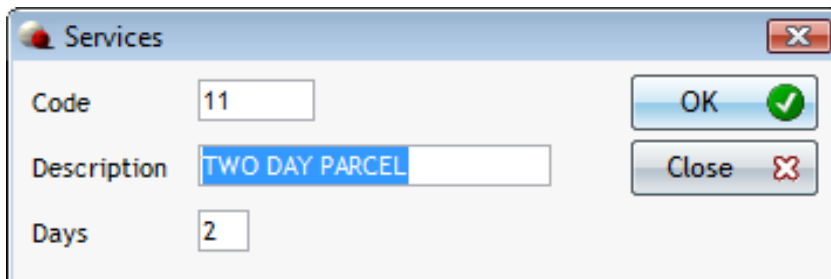
Modify

Delete

Print

Close

Click on **New** to add a new record or **Modify** to alter the highlighted record.



Services

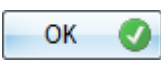
Code 11

Description TWO DAY PARCEL

Days 2

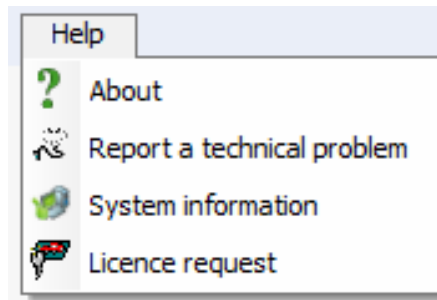
OK

Close

Click on the **OK**  button to finish.

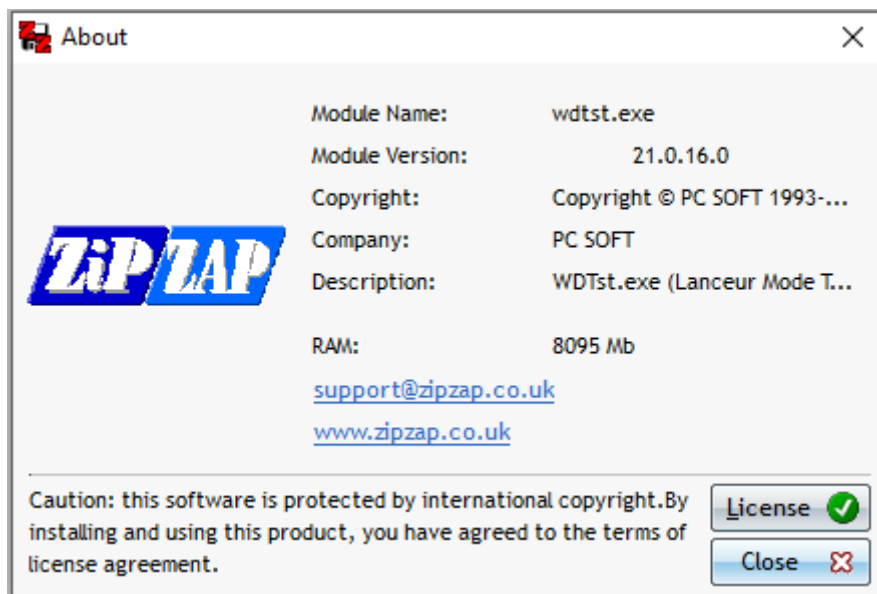
Click on the **Close**  button on the Control Screen when you have finished updating.

Chapter 8 – Help Menu

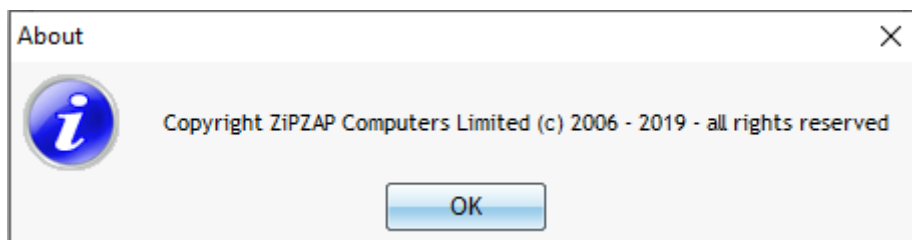


- **About**

This option tells you all about the program you have installed, e.g. program version.



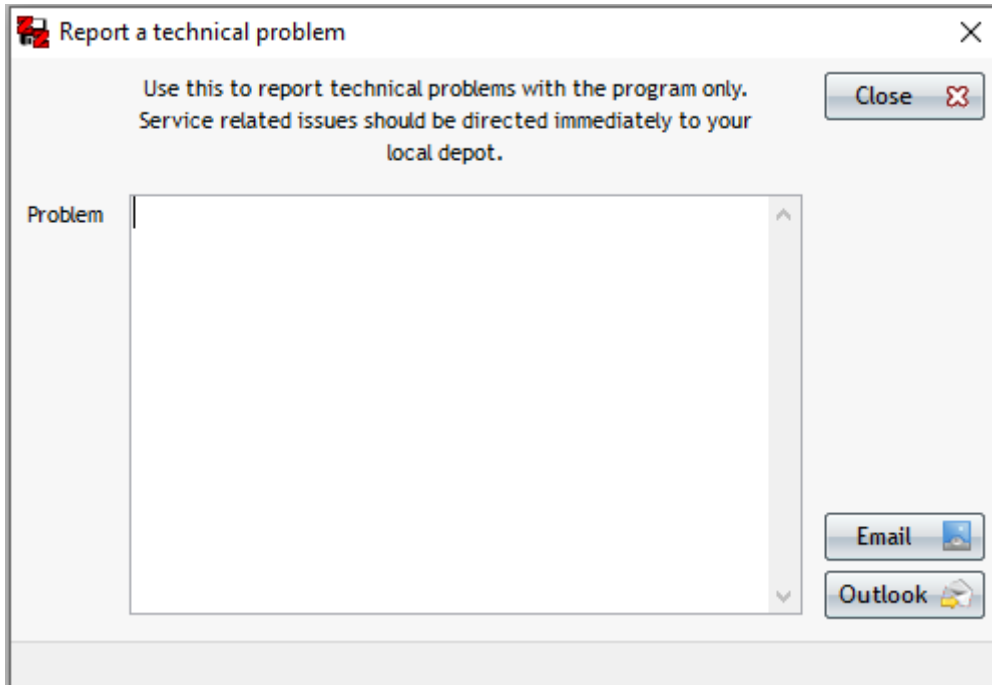
Click On License Button – This will show your licence details.



Chapter 8 – Help Menu

- **Report a Technical Problem**

This option is where you can send us an email about any technical problems you have on the program.



- **System Information**

This option tells you what your computer details are and where the programs data is installed.

