

# **Deleting/Restoring a Wholesaler**

Deleting a Wholesaler

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We recommend exercising the utmost caution when deleting a wholesaler, especially if you have outstanding orders with them on the Ordering Manager.

- 1. From the Wholesalers Manager, highlight the wholesaler you want to delete and press **[F2 Edit Wholesaler]**.
- 2. The Edit Wholesaler Details form displays.

Edit Wholesaler D	etails					-		×
Name *	ААН		Account Number *	564534	]			
Code *	AAH () Ordering Type	PIP Code 🔹	Depot Id					
Order Message								
Address / Contact Detail		Depot Address / C	ontact Details					
House No./Name	Parkway Business Park		House No./Name	Parkway Business Par	k			
Street	The Avenue		Street	The Avenue				
Town/City	Watford		Town/City	Watford				
County	Hertfordshire		County	Hertfordshire	Hertfordshire			
Postcode	WD18 4RL		Postcode	WD18 4RL				
Phone No.	01923824989 F	ax No. 01923987384	Phone No.	01923824990	Fax No.	0192387338	5	
Email	orders@aah.com		Email dc@aah.com					
Transmission Protocol		Settings		Additional Product Catalogue - F4 - Add 💌		•		
* AAH/Tri/Ent I	Broadband Ordering – Web Service	•	🔲 Disable Transf	sable Transfers No additional product cat		product catal		
	I	AAH Pharmaceuticals WEB SERVICE	Disable Add Item To Order		St	elected	_	
Web Service Det	ails Test Web Service Details		Reason Required					
Live			Enable Outsize Pfizer Only					
Address/Endpoint ••••••		V Test Environment						
Username ••••••								
Password	•••••							
Realm	•••••							
Terminal Type	•••••							
Wholesaler Deleted   Last edited on 24/07/2018 at 12:33 by The Supervisor 🖌 F10 - Save 🗶 Cancel								

- 3. Select the *Wholesaler Deleted* tick box in the bottom left hand corner of the window.
- 4. A deleted watermark displays across the window.



Edit Wholesaler D	etails		- = ×				
Name *	ААН	Account Number	* 564534				
Code *	AAH () Ordering Type PIP Code	▼ Depot Id					
Order Message							
Address / Contact Detail		Depot Address /	Depot Address / Contact Details				
House No./Name	Parkway Business Park	House No./Name	e Parkway Business Park				
Street	The Avenue	Street	The Avenue				
Town/City	Watford	Town/City	Watford				
County	Hertfordshire	County	Hertfordshire				
Postcode	WD18 4RL	Postcode	WD18 4RL				
Phone No.	01923824989 Fax No. 01923987384	Phone No.	01923824990 Fax No. 01923873385				
Email	orders@aah.com	Email	dc@aah.com				
Transmission Protocol		Settings	Additional Product Catalogue - F4 - Add 💌				
* AAH/Tri/Ent	Broadband Ordering – Web Service	Disable Trar	nsfers No additional product catalogues				
	AAH Pharmaceuticals WEB SERVI	E Disable Add	d Item To Order selected				
Web Service Deta	ils Test Web Service Details	🗖 Reason Req	quired				
Live		Enable Outs	size				
Address/Endpoi	nt •••••	Test Enviror	nment				
Username ••••••		i rest chivitor					
Password							
Realm •••••							
Terminal Type							
	¥						
		]					
Wholesaler Deleted   Last edited on 24/07/2018 at 12:33 by The Supervisor							

#### 5. Press [F10 - Save].

Restoring a Deleted Wholesaler

- 1. From the Wholesalers Manager, select the *Show Deleted* tick box.
- 2. Any deleted wholesalers now display with a **DELETED** tag.



ProScript Connect ▼ 02 January 2019 11:40	Search (CTRL+S) - Q		🛛 🛛 🕄 🛛 Responsib	le Pharmacist Victoria Smith   User The Supervisor	– = ×	
My shortcuts 🕇	Search Workflow Manager Wholesalers Manager X					
Redeem Owings						
Reprints F6	+ F1 - Add Wholesaler   Image: F2 - Edit Wholesaler     Image: Filtere   Image: F3 - Set Preference					
Ordering F7	Wholesaler Search Wholesaler 💌 🔍 🔲 Show Deleted					
Overdue Scripts	Name Address	Code	Account Number	Transmission Protocol	Protocol Type	
MDS Prep	AAH DELETED Parkway Business Park The Avenue, Watford, Hertfordshire	, WD18 4RL AAH	564534	AAH/Tri/Ent Broadband Ordering – Web Service	WEB SERVICE	
MDS Scripts Due	Phoenix	PHD	141288	PHOENIX Broadband Ordering - Web Service	WEB SERVICE	
SDM Ctrl M						
Stock Manager						
MDS Manager						
F11						
Ctrl E						
Script Q						
RMS Ctrl R						
Support Centre						
Curr						
	Transmission Protocol Environment	Environment Type	2			
	Web Service Details		Live			
	Test Web Service Details		Test			
Ст Т	Transmission Protocol Environment Web Service Details Test Web Service Details	Environment Type	2 Live Test			

#### 3. Press [F2 – Edit Wholesaler].

4. The Edit Wholesaler Details window displays with a DELETED watermark.



Edit Wholesaler D	etails		- = ×			
Name *	ААН	Account Number *	564534			
Code *	AAH () Ordering Type PIP Code -	Depot Id				
Order Message		]				
Address / Contact Detail		Depot Address / Contact Details				
House No./Name	Parkway Business Park	House No./Name	'arkway Business Park			
Street	The Avenue	Street	The Avenue			
Town/City	Watford	Town/City	Watford			
County	Hertfordshire	County	Hertfordshire			
Postcode	WD18 4RL	Postcode	WD18 4RL			
Phone No.	01923824989 Fax No. 01923987384	Phone No.	01923824990 Fax No. 01923873385			
Email	orders@aah.com	Email	dc@aah.com			
Transmission Protocol		Settings	Additional Product Catalogue F4 - Add 👻			
* AAH/Tri/Ent I	Broadband Ordering – Web Service	Disable Transf	fers No additional product catalogues			
	AAH Pharmaceuticals WEB SERVICE	🔲 Disable Add It	tem To Order selected			
Web Service Deta	ails Test Web Service Details	🗌 Reason Requir	red			
Live		Enable Outsize	e			
Address/Endpoi	int ••••••	Test Environm	nent .			
Username ••••••		Test Environm	ient.			
Password ••••••						
Realm						
Terminal Type						
Wholesaler Delete	ed   Last edited on 24/07/2018 at 12:33 by The Supervisor		F10 - Save			

- 5. Deselect the *Wholesaler Deleted* tick box in the bottom left hand corner.
- 6. The DELETED watermark is removed.
- 7. Press [F10 Save].

## **Revision History**

Version Number	Date	Revision Details	Author(s)
1.1	30 January 2025	KB0074181	Joanne Hibbert-Gorst

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### **Contact us**

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