Getting Around in
"The Green Screen"

Dancik Learning Center Reference Material 2012

It's All Connected

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Getting Around in The Green Screen

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The Green Screen

The back end part of the Dancik Enterprise System (DES) is frequently referred to as "The Green Screen". This document will show you how to maneuver in The Green Screen.

```
Session A                                                              [_][□][X]
File  Edit  View  Communication  Actions  Window  Help

                     DANCIK INTERNATIONAL FLOORING              AWITTLE
                          File Maintenance Menu

   Opt Description                      Opt Description
     1 Billto (Customer) File           16 Tax File
     2 Item File                        17 Messages File
     3 Supplier File                    18 Customer Special Price File
     4 Manufacturer File                19 Classification Codes File
     5 Company File                     20 Item Statistics by Warehouse File
     6 Branch File                      21 Product Line Stats by Warehouse
     7 Salesperson File                 22 Manufacturer Stats by Warehouse
     8 Warehouse File                   23 Supplier Statistics by Branch
     9 Price File                       24 Cost Center File
    10 Cost File                        25 Stocking Matrix File
    11 Packaging File                   26 Minimum Order Charges File
    12 Product Line File                27 Delivery Charges File
    13 Stock Keeping Unit File          28 Future & Sale Price File
    14 Vendor File                      29 Future & Sale Cost File
    15 Shipto File                      30 Promotional Pricing File
                                                              More...
                  Enter Desired Menu / Option# ====> FIL ▊

   F1=Add    F2=Select    F5=Personal    F9=Additional    F10=Scan    F11=Alt View  H

MA    a              MW                                              21/059
  I902 - Session successfully started
```
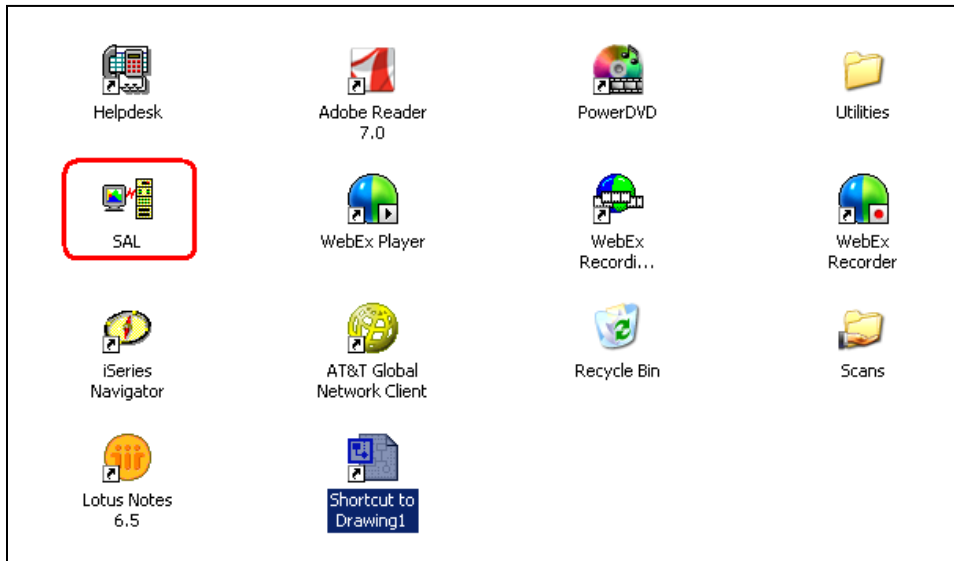
Getting Around in The Green Screen

Login to DES System

     1. **Locate System Icon on your Desktop**

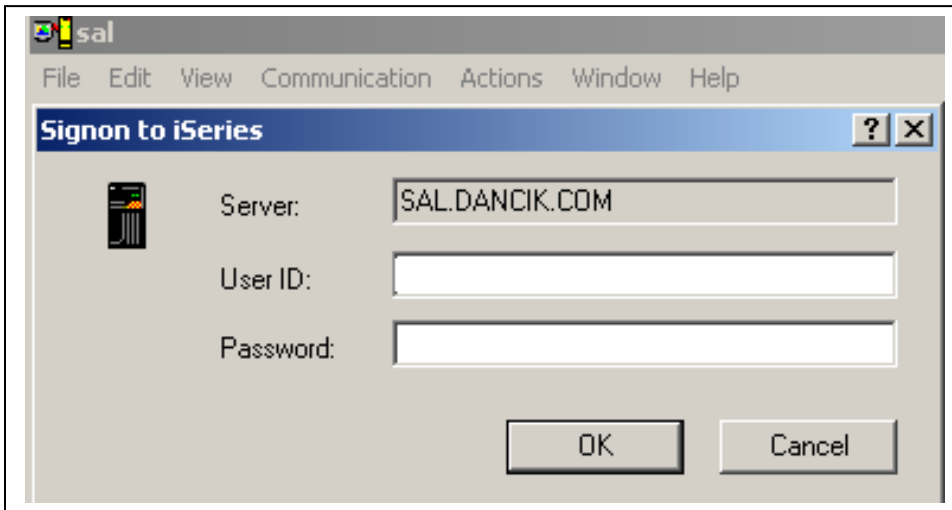**Action**- locate the icon on your desktop

Result- The system icon will appear on your desktop and will look similar to the icon below

2. Access iSeries Signon

Action- using your mouse double click on the system icon
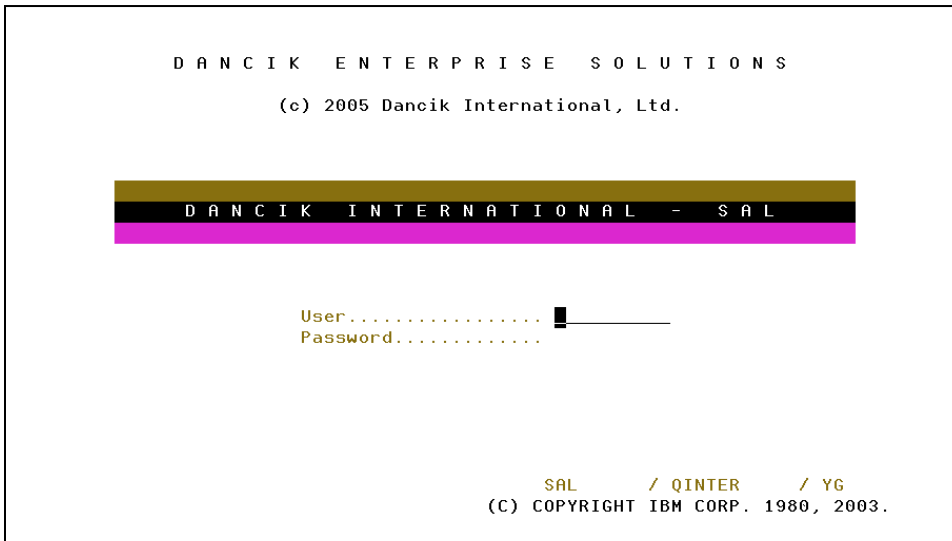**Result-** The SIGNON TO iSeries screen appears

3. Access Enterprise Solution System Signon

Actions-
- type in your user id in the USER ID field
- type in your password in the PASSWORD field
- press ENTER

Result- The SIGNON to ENTERPRISE SOLUTION SYSTEM screen appears
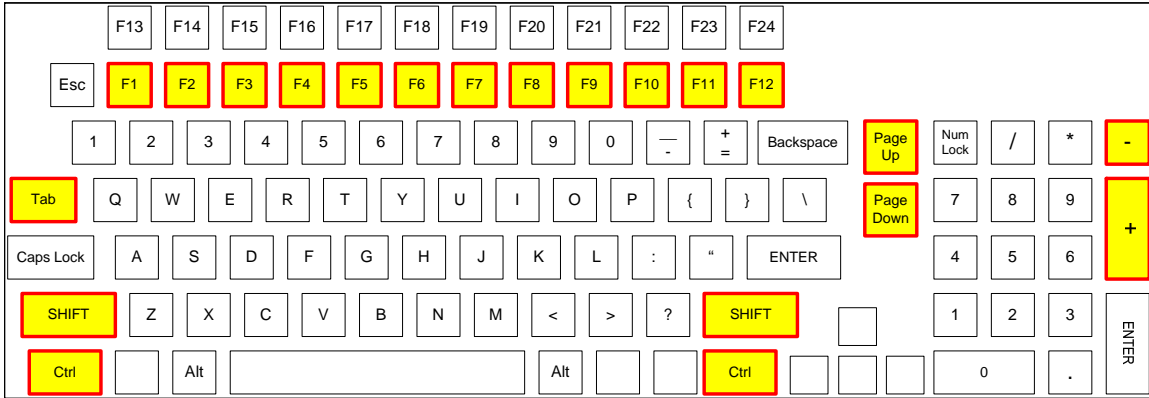
4. Access Main Vision Menu

Actions-

- type in your username in the **USER** field
- press **TAB**
- type in your password in the **PASSWORD** field
- press **ENTER**

Result- MAIN MENU appears

```
              YOUR TILE & FLOORING COMPANY              RSDEMO1
                                                        SAL
                   T I L E   V I S I O N                R2005
                 Ceramic Tile Distribution System


                  1. File Maintenance Menu
                   2. File Searches Menu
                   3. Listings and Reports
                   4. Customer Service Menu
                   5. Purchase Orders Menu
                   6. Invoicing Menu
                   7. Inventory Control Menu
                   8. Accounting
                   9. Order Desk
                  10. Warehouse Functions Menu
                  11. IWMS
                  22. Data Processing Menu
                  90. User Initial Menu
                  99. Sign-Off


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```

Dancik Keyboard Mapping

Key (s)	Function
Tab	Moves the cursor forward from field to field.
SHIFT **Tab** **Hold & Press**	Moves the cursor backward from field to field.
+	Known as the **FIELD EXIT** key. Use to erase data or advance to next field. Used frequently after typing numbers to make sure they are justified.
-	Known as the **FIELD MINUS** key. Used after entering numeric values to make them negative.
Ctrl	Used to reset the keyboard after a locking or data error. The **Ctrl** key on the right side of the keyboard can be used to advance quickly down the left side of a multi-field page.
Page Up / **Page Down**	**Scroll Up** / **Scroll Down** on a displayed screen, list, or report.
SHIFT **F1** **Hold & Press**	**F13** – Additional **F** keys are available by holding down the **SHIFT** key and pressing one of the **12 FUNCTION** keys. I.e. **SHIFT + F1** is the **F13** key.

Dancik System Navigation

Function Key Template

SHIFT →	Customer Search F13	Customer File F14	Item Search F15	Item File F16		Order Entry F17	F18	A/R Ledger F19	A/R History F20		Order Search F21	Inventory Inquiry F22	Invoice File F23	Wild Card F24
								End of Job F7	First Screen F8					
	F1	F2	F3	F4		F5	F6	F7	F8		F9	F10	F11	F12

| F1 | F2 | F3 | F4 | F5 | F6 | F7 | F8 | F9 | F10 | F11 | F12 |

Field Exit = Numeric Key Pad +   Error Reset = Control

Shortcut Keys

Another way to navigate through menu options is to type in the underlined letter or shortcut key.

Example: To go to the **Main Menu** type in **"M".**

```
Additional Menu Functions

     Set Menu As Initial
     Change Menu Sequence
       View History Log
          Main Menu
        Command Line
         F6=Return


     _____
     F6=Return
```
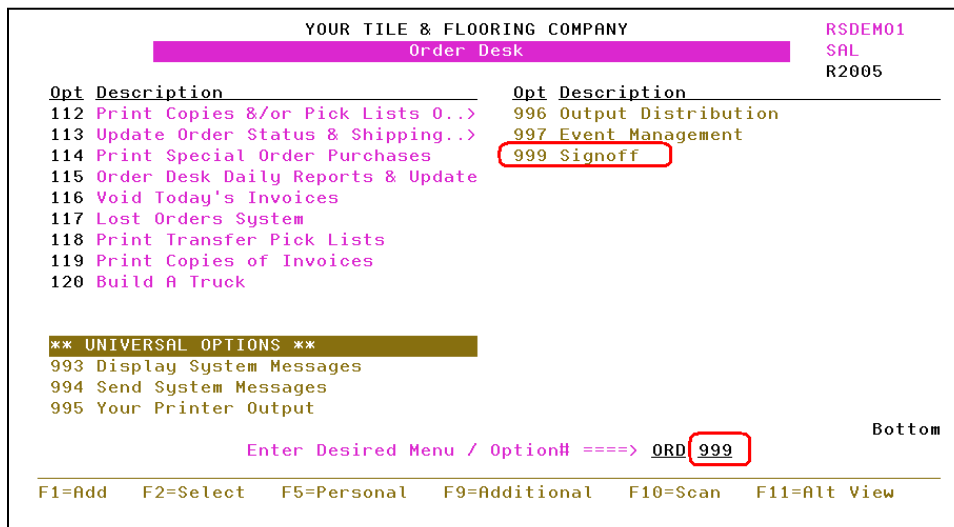
Signoff DES

Make sure to signoff of the system properly when you are finished for the day.

1. **From current menu, type in SIGNOFF option**
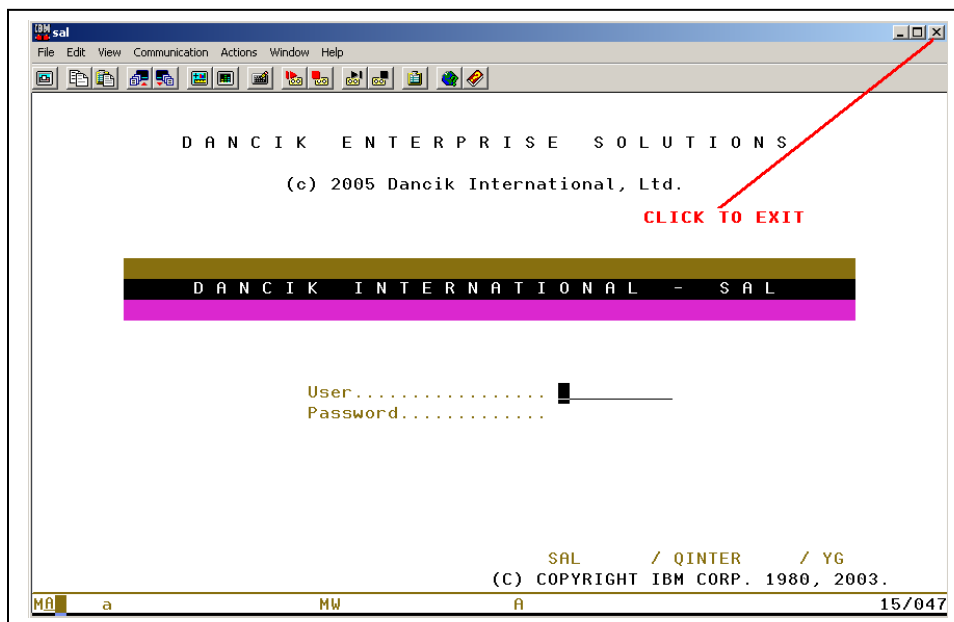
Action- type in **999** in the **OPTION#** field

Result- Your screen should look similar to the screen shot below

```
                    YOUR TILE & FLOORING COMPANY              RSDEMO1
                           Order Desk                         SAL
                                                              R2005
   Opt Description                      Opt Description
   112 Print Copies &/or Pick Lists O..>  996 Output Distribution
   113 Update Order Status & Shipping..>  997 Event Management
   114 Print Special Order Purchases      999 Signoff
   115 Order Desk Daily Reports & Update
   116 Void Today's Invoices
   117 Lost Orders System
   118 Print Transfer Pick Lists
   119 Print Copies of Invoices
   120 Build A Truck


   ** UNIVERSAL OPTIONS **
   993 Display System Messages
   994 Send System Messages
   995 Your Printer Output
                                                              Bottom
               Enter Desired Menu / Option# ====> ORD 999
   _____
   F1=Add    F2=Select    F5=Personal   F9=Additional   F10=Scan   F11=Alt View
```

2. **Access Enterprise Solution System Signon screen**

Action- press ENTER

Result- The SIGNON to ENTERPRISE SOLUTION SYSTEM screen appears

```
 sal
File  Edit  View  Communication  Actions  Window  Help

          D A N C I K    E N T E R P R I S E    S O L U T I O N S

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                                              CLICK TO EXIT


          D A N C I K    I N T E R N A T I O N A L   -   S A L



                     User.................
                     Password.............



                              SAL      / QINTER    / YG
                     (C) COPYRIGHT IBM CORP. 1980, 2003.
MA   a               MW               A                    15/047
```

3. Exit the SIGNON screen

Action- CLICK on the **X** in the upper right-hand corner of the screen

Result- System Signoff Complete and you will return to your desktop