



Retail Pro[®] 9

Multi-Subsidiary Features

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About this Guide

This document explains the Retail Pro 9 features that are typically utilized by multi-subsidiary installations.

If you believe the information presented here is incomplete or inaccurate, we encourage you to contact us at emanuals@retailpro.com.

The software described herein is furnished under a license agreement.

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Document Revision History

Date	Description

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Introduction

Retail Pro is a comprehensive retail management solution for corporations that need to manage any number of subsidiaries or stores, regardless of the currency or language used

This document describes specific features that are designed for multi-subsidiary retailers, including:

- Localizing the Retail Pro interface, and assigning languages and currencies to subsidiaries.
- Define a centralized, master inventory list (catalog) for any or all subsidiaries. Additionally, allow each subsidiary to define items locally.
- Designate customers as global customers (available at all subsidiaries/stores) or local customers (available only at a single subsidiary's stores).
- Group customers by region and/or district so you can allocate your direct marketing budget more effectively.
- Order merchandise for stores belonging to multiple subsidiaries (multi-subsidiary PO).
- Transfer merchandise among stores belonging to multiple subsidiaries (multi-subsidiary TO).
- Poll and consolidate data from multiple Main stations (8 Series or 9 Series) using different currencies/languages.
- Poll directly with Remotes using different currencies/languages.

Working with Subsidiaries

About Subsidiaries

A subsidiary consists of a Retail Pro Main station and its associated stores/stations.

Global Preferences enable headquarters to define certain settings for all subsidiaries and stores in the company. These settings include:

- The list of languages and currencies available for assignment to subsidiaries
- Seasonal and retail (financial) calendars
- Regions and districts

Global versus Local Subsidiaries

Local Preferences enable each subsidiary to configure Retail Pro to best suit its needs, including:

- Custom store schedules.
- Price levels and rounding/adjusting instructions.
- Options for handling customer records.
- Options for handling records and documents.
- Purchasing options, such using trade discounts or restricting receiving vouchers to items from a single vendor.
- Options for auditing inventory.
- Point of sale options.

Subsidiaries can be in different countries, with different languages and currencies, each operating with its own associated warehouse and store locations. With Retail Pro® 9-Series, you can view any subsidiary's data or data for the entire company.

For each subsidiary, Retail Pro keeps track of local language and currency information as well as exchange rates for conversion of all price/cost data to a common base currency for the entire company. This enables Retail Pro to accurately compare, consolidate and report information for all of your subsidiaries located anywhere around the world.

Master Inventory Management

Retail Pro 9 handles a diverse range of corporate management strategies, and provides many options for balancing corporate control and local management by individual subsidiaries.

For centralized inventory management, Retail Pro allows you to define a master list of merchandise items to be sold in all stores throughout all subsidiaries. That master list is used to populate each store's local inventory database. The Retail Pro database can store an unlimited number of items, allowing managers to rotate new merchandise season after season. Each subsidiary can receive the entire master inventory or an individually tailored inventory that fits the subsidiary's unique requirements.

For local management, individual subsidiaries can assign item descriptions in their own language and display prices in the local currency.

Optionally, subsidiaries can define additional inventory items that are managed locally. This may be ideal for subsidiaries with independent management authority for a percentage of the merchandise.

You can select which stations have control of key inventory information (quantity, price, and cost) in the Enterprise Communication Manager (ECM™).

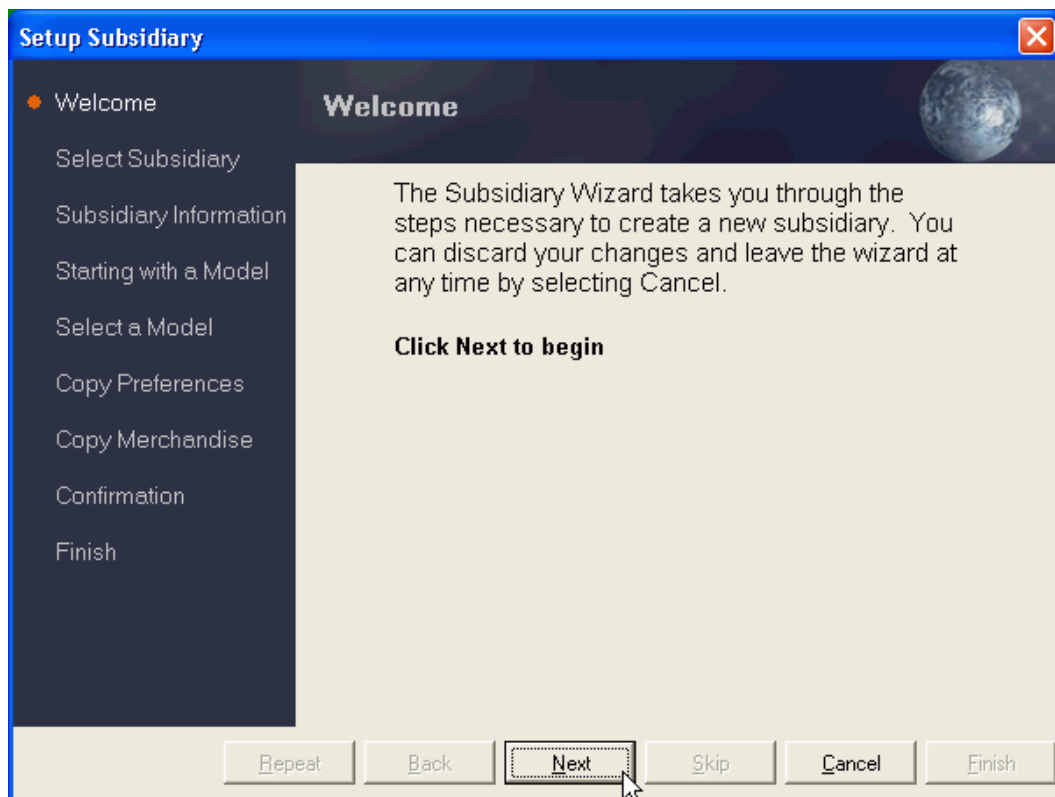
Adding Subsidiaries

Retail Pro 9 Series contains a built-in wizard that guides you step-by-step through the process of creating a new subsidiary. When creating a new subsidiary, you can copy a variety of settings from any existing subsidiary, including:

- Merchandise
- Purchasing
- Customers
- Preferences
- Documents
- Tax

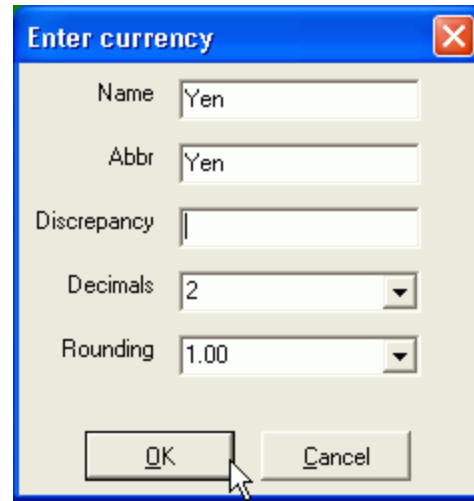
To add a new subsidiary:

1. Select **Options > Subsidiary Wizard** from the Home Screen. The Setup Subsidiary Welcome screen displays.

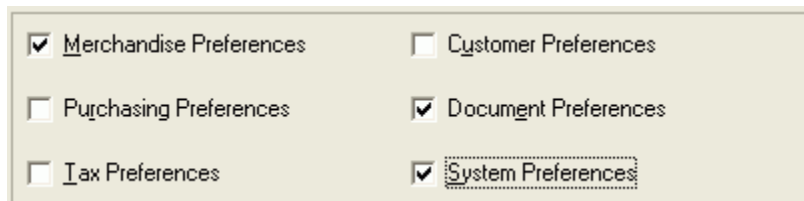


2. Click **Next**.

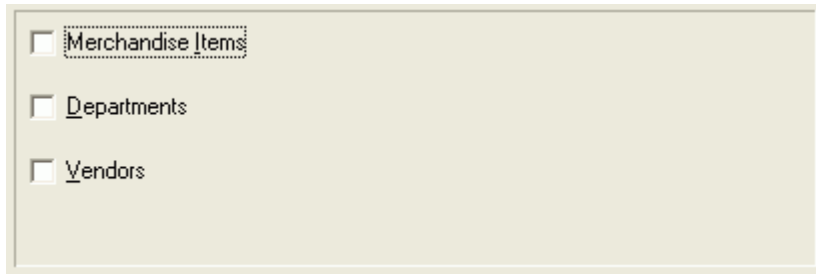
3. Select or enter the subsidiary information, then click **Next**.
 - **Subsidiary Number (required):** Either accept the system recommended identifying number for the subsidiary or define your own with any number up to 999 that is not currently used by another subsidiary.
 - **Subsidiary Name - (required):** Enter a name for the subsidiary.
 - **Country:** Enter or select the country where the subsidiary is located. If your country is not listed, you can enter a different one. Confirm that you want to add a new country.
 - **Base Currency:** Select the primary currency used by the subsidiary. If your currency is not listed, enter a different currency in the field, and then press **<Enter>**. Enter currency details in the Enter Currency dialog that displays.



- **Language:** Select the primary language used by the subsidiary.
 - **Season:** Select the subsidiary's current season from the drop-down list. If the season is not listed, enter a new season in the field, and then press **<Enter>**. Enter season details in the Enter Season dialog that displays.
4. Choose how to get subsidiary information:
 - To copy information from another subsidiary, click Next and then proceed to Step 5.
 - To skip to the end of the wizard, click Skip and then proceed to Step 8.
 5. Select the Subsidiary from which to copy preferences and merchandise, and then click **Next**.
 6. Select the types of preferences you would like to copy, and then click **Next**.



7. Select the merchandise information you would like to copy, and then click **Next**.



A screenshot of a software interface showing a list of items to be copied. There are three checkboxes: 'Merchandise Items' (checked), 'Departments' (unchecked), and 'Vendors' (unchecked). The 'Merchandise Items' checkbox is highlighted with a dashed border.

Note: If you select Merchandise Items, the Departments and Vendors check boxes are disabled.

8. Click **Next** to begin the setup process. Retail Pro creates your new subsidiary with the information you defined.
9. Click **Finish**.

Note: Predefine Countries, Currencies, Languages

When adding a new subsidiary, you are asked to select a country, currency, and language. You are limited to the selections that you have predefined in System Preferences > Global Preferences > Company. If you are adding a subsidiary and don't see the country, currency, or language that you desire, cancel the wizard and add the necessary options in System Preferences.

Editing Subsidiaries

You can easily edit information for all of the company subsidiaries from the corporate station.

To edit a subsidiary:

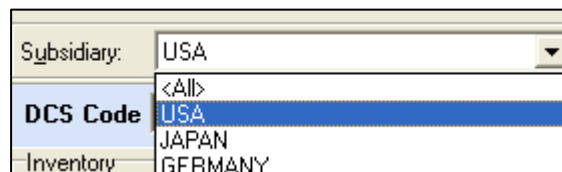
1. Select Options > System Preferences from the Home Screen.
2. Select **Global Preferences > Company**.
3. Make any necessary changes to your subsidiary settings, then click Save.
4. Click Update to apply the changes and exit System Preferences.

Changing Subsidiaries

When viewing records in List View, you can select a different subsidiary in the **Subsidiary** field (provided you have the necessary security rights). You can also select **<All>** to view records for all subsidiaries.

To change subsidiaries:

1. Navigate to the **Subsidiary** field and select a different subsidiary from the list.



A screenshot of a software interface showing a dropdown menu for the 'Subsidiary' field. The current selection is 'USA'. The dropdown menu is open, showing the following options: '<All>', 'USA' (highlighted), 'JAPAN', and 'GERMANY'. Other fields like 'DCS Code' and 'Inventory' are visible below the dropdown.

Defining Preferences

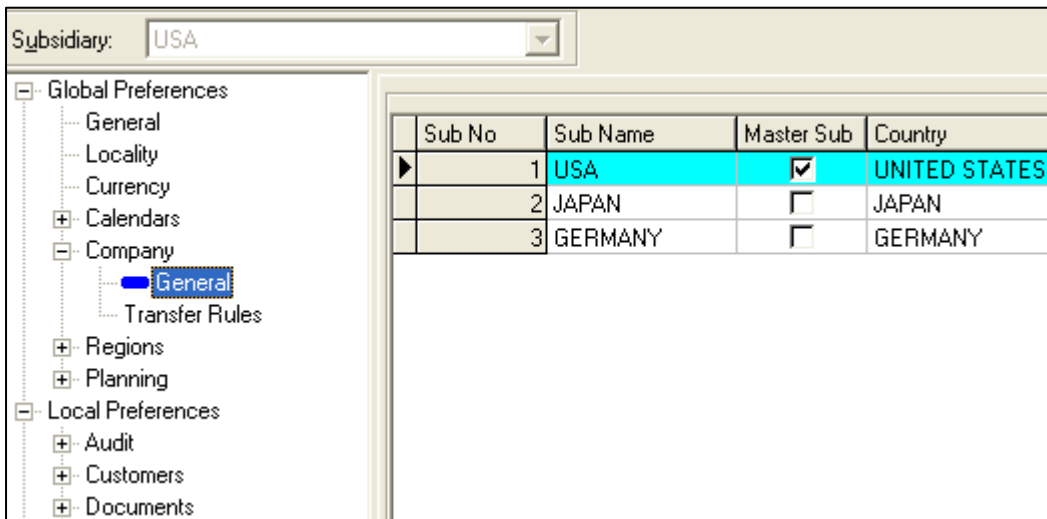
About Preferences

Retail Pro Preferences enable you to customize Retail Pro® to best serve the needs of your business. You can define settings that enable you to control various features at each level of use:

- Global Preferences are applied to all users
- Local Preferences are specific to individual subsidiaries
- User Preferences are specific to individual users
- Workstation Preferences are specific to each computer workstation

When you access preferences, the preference tree is displayed on the left side of the screen.

When you click on a parent node the preference overview will be displayed for that branch. The preference overview will contain links to the child nodes. When the user clicks on a child node the related preference page is displayed.



The screenshot shows the Retail Pro Preferences interface. At the top, there is a dropdown menu for 'Subsidiary' set to 'USA'. On the left, a tree view shows the following structure:

- Global Preferences
 - General
 - Locality
 - Currency
 - Calendars
 - Company
 - General (highlighted)
 - Transfer Rules
 - Regions
 - Planning
- Local Preferences
 - Audit
 - Customers
 - Documents

On the right, a table displays the following data:

Sub No	Sub Name	Master Sub	Country
1	USA	<input checked="" type="checkbox"/>	UNITED STATES
2	JAPAN	<input type="checkbox"/>	JAPAN
3	GERMANY	<input type="checkbox"/>	GERMANY

The following sections explain some of the primary preference settings that facilitate multi-subsubsidiary retailers.

Reference: For more information, see *Enterprise Communication Manager (ECM™)*

Defining Countries and Languages

In **System Preferences > Global Preferences > Locality**, you manage the countries and languages used in Retail Pro®.

Country		Language	
Country Name		Language Name	
USA		NATIVE	
▶ CANADA		ENGLISH	
MEXICO		SPANISH	
FRANCE		FRENCH	
GERMANY		GERMAN	
NETHERLANDS		▶ DUTCH	
SPAIN			

Countries can be added, edited and deleted. You cannot delete a country that is associated with a subsidiary.

To add a country:

1. Place the cursor in a blank row in the **Country Name** table. Press the down arrow key to move to a blank row, if necessary.
2. Type the **Country Name**.

To edit a country:

1. Select a country in the **Country Name** field, type a new name, and then press **<Enter>**.

To delete a country:

1. Select a country in the **Country Name** field.
2. Click **Delete**.

Languages can be added, edited and deleted. *Note:* You won't be able to delete a language if the language is associated with a subsidiary. That is, you can't delete a language that has been assigned to a subsidiary and records now link that subsidiary and language.

To add a language:

1. Place the cursor in a blank row in the Language Name table. Press the down arrow key to move to a new row, if necessary
2. Enter a name for the language, and press **<Enter>**.

To edit a language:

1. Select a language in the **Language Name** field, type a new name, and then press **<Enter>**.

To delete a language:

1. Select a language in the **Language Name** field.
2. Click **Delete**.

Defining Currencies and Exchange Rates

In **Global Preferences > Currency**, you define:

- Currencies
- Exchange rates
- Coin/Bills used by specific currencies

You assign a currency to each of your subsidiaries, and in this way Retail Pro can perform and track sales in any currency and convert it into the base currency for reporting purposes.

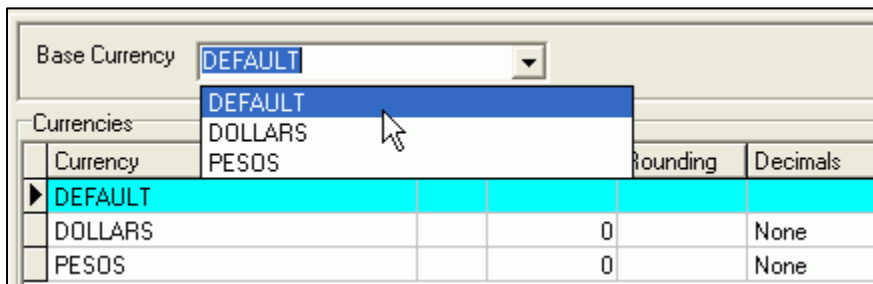
Base Currency		DOLLARS				
Currencies						
Currency	Abbr	Discrepancy	Rounding	Decimals		
DOLLARS	USD	0	No	2		
▶ YEN	YEN	0	1.00	None		
EURO	EUR	0	No	2		
Rates						
Date	Take Rate	Give Rate	Cost Rate	Take (foreign)	Give (foreign)	Cost (foreign)
▶ 6/10/2005	108.35	106.5	107	0.009229349	0.009389671	0.009345794
Rates						
Bill/Coin (DOLLAR)	Multiplier					
1 yen	1					
5 yen	5					
10 yen	10					
50 yen	50					
100 yen	100					
500 yen	500					
1000 yen	1000					
2000 yen	2000					
5000 yen	5000					
▶ 10000 yen	10000					

Define Exchange Rates

To define exchange rates:

1. Select a **Base Currency** from the list.

Note: The base currency you choose is the primary currency used for reporting and other purposes.



Base Currency	DEFAULT	
Currencies	DEFAULT	
Currency	DOLLARS	
	PESOS	
▶ DEFAULT		
DOLLARS		0
PESOS		0

2. Select a currency in the Currencies table.
3. In the **Rates** table, enter exchange rate information.

Currencies				
Currency	Abbr	Discrepancy	Rounding	Decimals
DOLLARS			No	2
EURO			No	2
▶ YEN			No	None

Exchange Rates					
Date	Take Rate	Give Rate	Cost Rate	Take (foreign)	Give (foreign)
* 11/8/2010	89	90	90	0.01123596	0.01111111

Date: Enter the date the Exchange Rate will take effect. Retail Pro® uses the most recently defined rate for each currency. The date field enables you to maintain a history of exchange rates.

Give Rate: Enter the native comparison amount. For example, if the currency exchange is 1500 native to 1 foreign then the Native (give) would be one and the Foreign (give) 1500.

Take Rate: Enter the native comparison amount. For example, if currency exchange is one native to 1500 foreign then the Native (take) would be one and the Foreign (take) 1500.

Cost Rate: The exchange rate that applies to item purchases made from vendors.

Cost Rate (Foreign): Same as the Cost Rate, but from the foreign currency's point of view.

Give Rate (Foreign): Same as the Give Rate, but from the foreign currency's point of view.

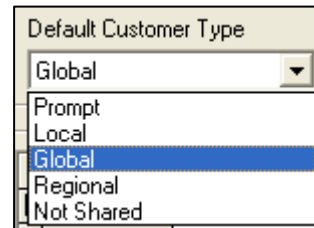
Take Rate (Foreign): Same as the Take Rate, but from the foreign currency's point of view.

Other Multi-Subsidiary Features

Global and Local Customers

When you add a new customer record to the database, you can make the customer *global*, *local*, regional, or Not Shared. You

In System Preferences > Local Preferences > Customers > General, you can select a default Customer Type for new customers.



(If a default type is assigned, you can change it later by editing the Customer Shared Type field of the customer record.)

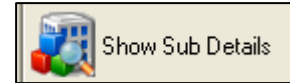
Customer Type	Description
Global	Global customers are communicated to all active sub\store locations set within ECM.
Local	Local Customers are only communicated to stores within the customer defined base subsidiary. Note: There are restrictions on users' ability to assign a region\district to a local customer.
Regional	Regional customers are communicated to all sub\store locations for that associated region. If the customer is flagged as a regional customer, but is not given a region or district, that customer will be treated as a local customer and will not be communicated to any other location.
Not Shared	Any customer that is marked with the flag of Not Shared will not be communicated to any other store locations.

Viewing Subsidiary Details

You can view inventory information for an item at other subsidiaries. This is useful for checking quantities, prices, etc. of items at other subsidiaries.

To view subsidiary details:

1. Select **Merchandise > Inventory** from the Home Screen. Inventory displays in List View.
2. Find and select an item.
3. Click **Show Sub Details**. A second pane opens below the regular Inventory List View. This bottom pane displays Inventory information for the item at your other subsidiaries. (The top pane displays Inventory information for the subsidiary selected in the **Subsidiary** field.)



Other subsidiaries					
Sub	UPC	DCS	Vend Code	Desc1	
JAPAN	0000000000093	W D T	GLC	REVERSIBLE TRAVEL DRESS	
GERMANY	0000000000093	W D T	GLC	REVERSIBLE TRAVEL DRESS	

Note: You can customize the bottom pane by adding or removing fields, just as you can in regular List View.

4. Click **Hide Sub Details** when you are finished.

Multi-Subsidiary POs

You can order merchandise for multiple subsidiaries using a single PO. This enables you to take advantage of volume discounts or other special offers from vendors.

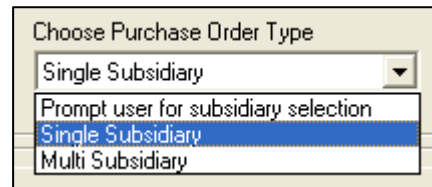
When creating a multi-subsubsidiary PO, you allocate the items among the stores, just as you do when allocating merchandise on a multi-store PO; however, the item allocation grid contains an extra level so that you have access to all stores for all subsidiaries.

A multi-subsubsidiary PO is a reference document that stays at the location where it was created.

When you save a multi-subsubsidiary PO, Retail Pro creates a child PO for each subsidiary, listing only the items ordered for that subsidiary.

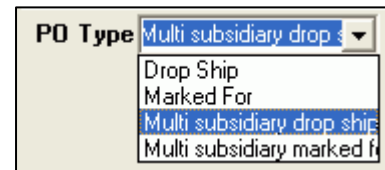
When receiving merchandise, the voucher will reference the child PO, not the master multi-subsubsidiary PO.

You can configure Retail Pro preferences to display a new Multi-Subsubsidiary PO when a user click's the New button (System Preferences > Local Preferences > Purchasing > Purchase Orders).



To create a multi-subsubsidiary purchase order:

5. Select **Purchasing > Purchase Orders** from the Home Screen.
6. Click **New**. A new purchase order form displays.
7. Select the PO Type: **Multi-subsubsidiary drop ship** or **Multi-subsubsidiary marked for**.
8. Select the Ship To Store enter a Vendor Code and make entries in other fields as necessary.
9. List the items being ordered, and then click Save (<Alt+S>).



10. Allocate the items among your subsidiaries' stores. (See Allocating Items Among Subsidiaries)

11. Click **Save**.

Note: If you select to create a multi-subsubsidiary PO, but do not allocate the items to stores belonging to another subsidiary, Retail Pro displays a warning and asks if you want to continue, in which case the PO will be a single-subsubsidiary PO, or convert it to a multi-subsubsidiary PO, in which case a child PO will be created.

12. Click **Generate Child POs**.

Result: A child PO is generated for each subsidiary that was allocated items. A dialog box displays the number of POs generated. Click **OK** to close the dialog.

Allocating Items among Subsidiaries

, the process of allocating items on purchase orders and transfer orders has been enhanced to make it easier for retailers to enter order quantities. The Item Allocation screen has been updated so that you can select the specific subsidiary/store combinations that are involved in the transfer. The Allocation screen will then be filtered to display only the Subsidiary/Store combinations that you selected.

Previously, when working in a PO or a TO, users could view all stores or work with one store at a time. This change provides greater flexibility and makes it easier for retailers with a large number of stores to allocate items, especially when only some of the company’s stores are involved in the transfer.

For example, consider a retailer with 50 stores. The retailer wants to create a transfer order that involves 10 stores. The old method required the retailer to select one store at a time and enter a quantity, or scroll through all 50 stores to enter a quantity for stores that may not be conveniently listed next to each other.

Now, retailers can select and display only the stores involved in the transfer, simplifying and speeding up the item allocation process.

Item Allocation

Transfer Order Item

UPC	Desc 1	Attr	Size	Str Qty	Cost	Price
0000000000	STONE RANCH FLEECE	ROSE	SMALL	20	80.00	150.00
0000000000	STONE RANCH FLEECE	ROSE	MEDIUM	20	80.00	150.00
0000000000	STONE RANCH FLEECE	ROSE	LARGE	20	80.00	150.00
0000000000	STONE RANCH FLEECE	ROSE	X-SMALL	20	80.00	150.00
0000000000	STONE RANCH FLEECE	ROSE	X-LARGE	20	80.00	150.00

Target Locations: ...

Location View | Style View

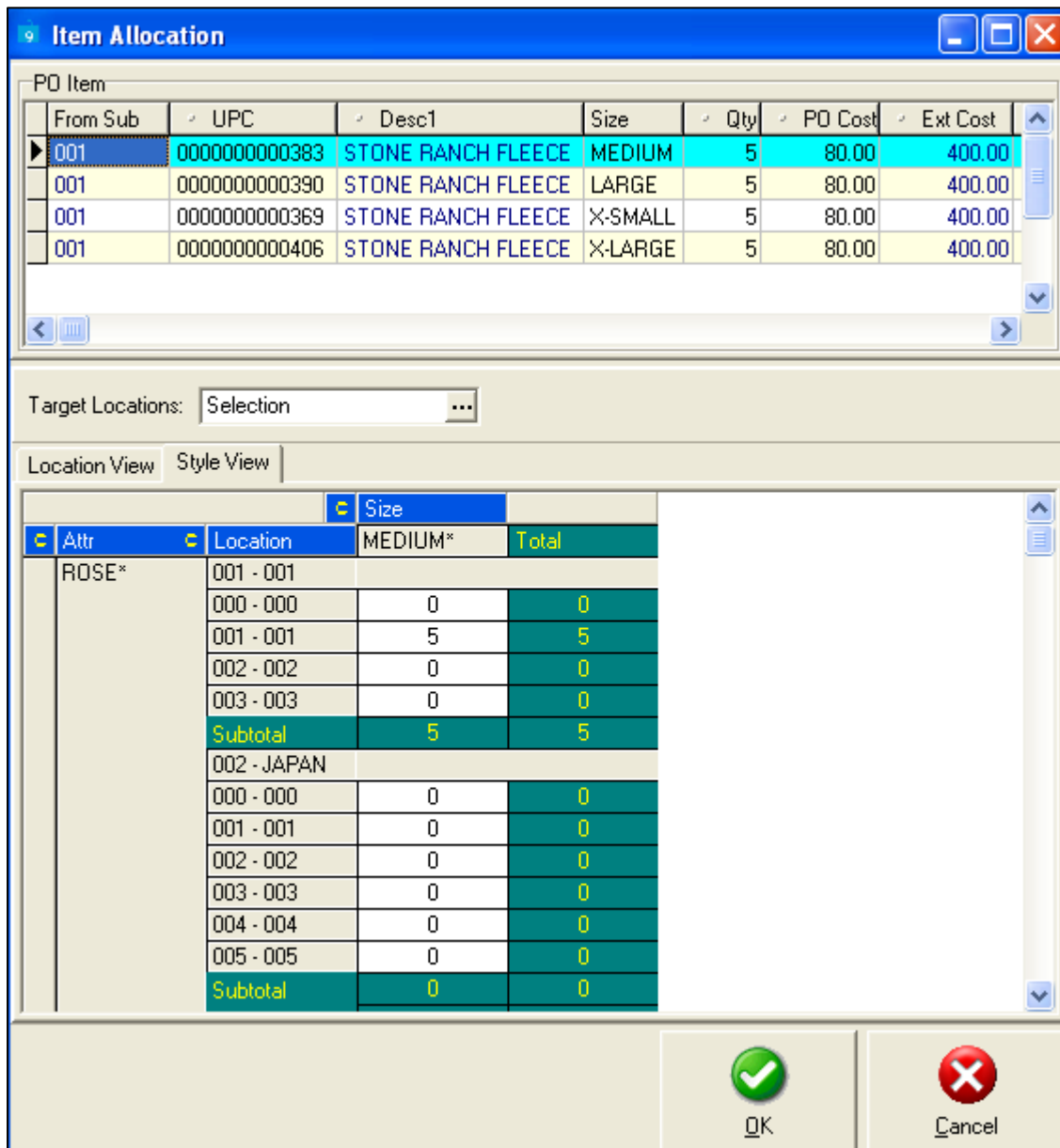
TO-Location View

Sbs No	Item Pos	Ord Qty	Sent Qty	Store Name	Str Code	Sub Nm	To Glo
1	1	0	0	FOLSOM	000	001	
1	1	-6	0	SACRAMENTO	001	001	
1	1	0	0	PORTLAND	002	001	
1	1	0	0	SEATTLE	003	001	
2	1	0	0	TOKYO	000	JAPAN	
2	1	0	0	OSAKA	001	JAPAN	
2	1	0	0	NAGOYA	002	JAPAN	
2	1	0	0	KOBE	003	JAPAN	
2	1	0	0	KYOTO	004	JAPAN	
2	1	0	0	SENDAI	005	JAPAN	

To select Sub/Store Combinations:

Start a new purchase order or transfer order and list the items involved in the order:

13. Select Item Allocation. The Item Allocation screen is displayed. By default, the Item Allocation screen lists all stores. If you are creating a multi-subsidiary order document, all sub/store combinations are listed.

PO Item

From Sub	UPC	Desc1	Size	Qty	PO Cost	Ext Cost
001	0000000000383	STONE RANCH FLEECE	MEDIUM	5	80.00	400.00
001	0000000000390	STONE RANCH FLEECE	LARGE	5	80.00	400.00
001	0000000000369	STONE RANCH FLEECE	X-SMALL	5	80.00	400.00
001	0000000000406	STONE RANCH FLEECE	X-LARGE	5	80.00	400.00

Target Locations: Selection ...

Location View | Style View

Attr	Location	Size	Total
ROSE*	001 - 001	MEDIUM*	
	000 - 000		0
	001 - 001		5
	002 - 002		0
	003 - 003		0
	Subtotal		5
	002 - JAPAN		
	000 - 000		0
	001 - 001		0
	002 - 002		0
	003 - 003		0
	004 - 004		0
	005 - 005		0
	Subtotal		0

OK Cancel

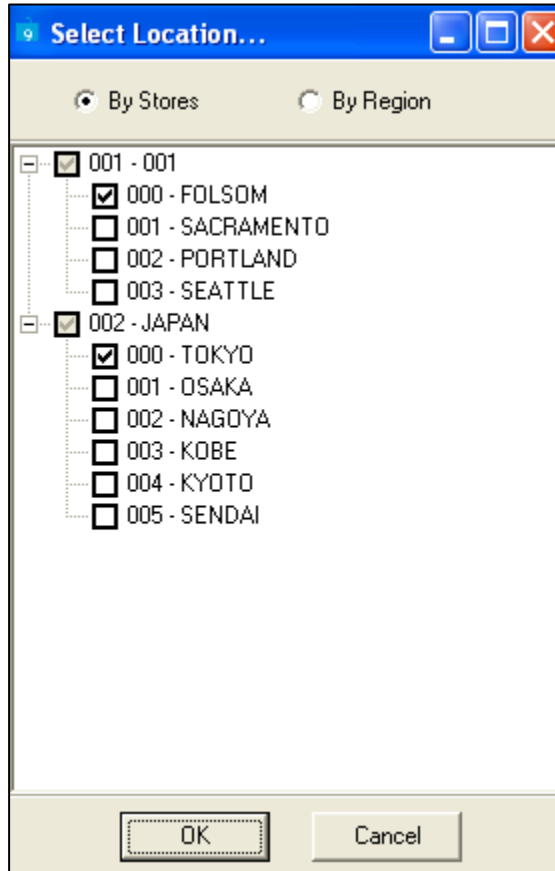
14. Navigate to the Target Locations field and press <F4> or click the ellipsis.

A dialog is displayed for selecting the stores to which items will be allocated.

15. Select **By Stores** to display the list of stores by Store Number. Select **By Region** to display the list of stores by Region.

Select the specific stores that you want to work with, and then click **OK**. The Item List is filtered to show only those sub/store combinations that you selected.

By default, All Stores are selected. Select and clear the checkbox for individual stores as needed, and then click **OK**.

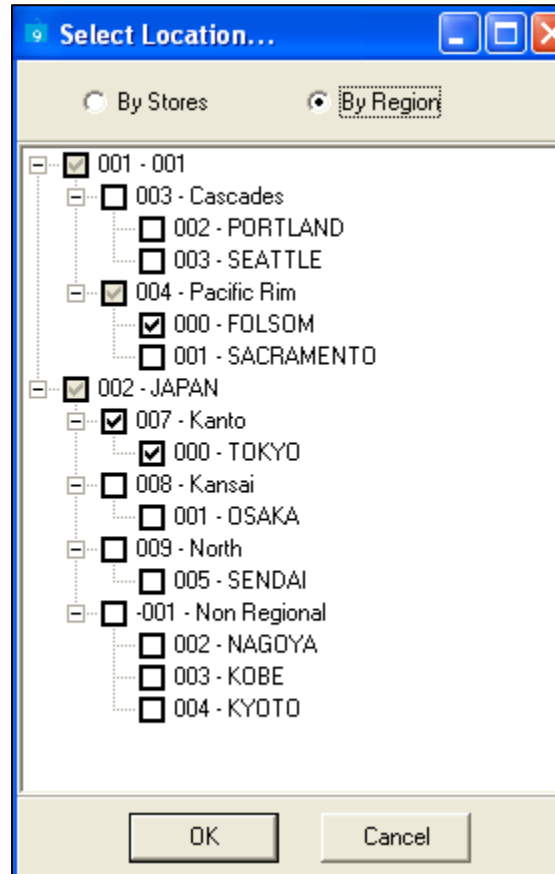


When you click **OK** and return to the Item Allocation screen, only those sub/store combinations that you selected are displayed. Enter order quantities in the cells of the grid as needed, and then click **Save**.

Target Locations: Selection			
Location View		Style View	
Attr	Location	Size	Total
ROSE*	001 - 001		
	000 - 000	4	4
	Subtotal	4	0
	002 - JAPAN		
	000 - 000	0	0
	Subtotal	0	0
	Sum	0	0
Total		0	0

Displaying Stores by Region

Select **By Region** to display the list of stores in region format.



Applying Allocation Patterns

If an allocation pattern is selected, those stores and quantity values will automatically be listed within the Item Allocation grid.

Removing Stores from View after Entering Quantity

Once a store has had its quantity set to a value greater than zero (0), that store cannot be removed from the view by way of the Select Location dialog. If you try to de-select a store that has quantity, a prompt is displayed, asking if you would like to clear the transfer quantity associated with that item. Click **OK** to clear the quantity and de-select that store from view. Selecting **Cancel** will leave the item in the grid as well as that quantity associated with the item.

Multi-Subsidiary Transfer Orders

You can transfer merchandise for multiple subsidiaries using a single transfer order (TO). This enables you to take advantage of volume discounts or other special offers from vendors.

When creating a multi-subsubsidiary TO, you allocate the items among the stores, just as you do when allocating merchandise on a multi-store TO; however, the item allocation grid contains an extra level so that you have access to all stores for all subsidiaries.

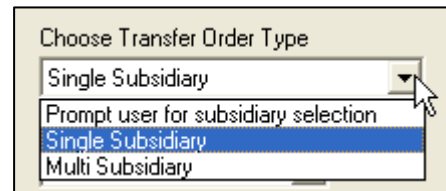
A multi-subsubsidiary TO is a reference document that stays at the location where it was created.

When you save a multi-subsubsidiary TO, Retail Pro creates a child TO for each subsidiary, listing only the items ordered for that subsidiary.

When receiving merchandise, the voucher will reference the child TO, not the master multi-subsubsidiary TO.

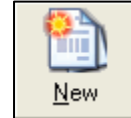
Note: If you only want to transfer merchandise to one store that is in a different subsidiary, you can use an inter-company transfer.

You can configure Retail Pro preferences to display a new Multi-Subsubsidiary TO when a user click's the New button (System Preferences > Local Preferences > Transfers > General) or to prompt the user for a selection.



To create a multi-subsubsidiary transfer order:

1. Select **Transfers > Transfer Orders** from the Home Screen.
2. Click **New**. Based on your preference settings, either a new Multi Subsidiary PO will display, or you will see a prompt. If a prompt is displayed, select Multi-Subsubsidiary as the TO Type.



A new transfer order form displays.

3. Select the Ship To Store.
4. List the items being ordered, and then click Save (<Alt+S>).
5. Click anywhere in the list of items, and then click Item Allocation. The Item Allocation screen displays.
6. Allocate the items among your subsidiaries' stores. (See Allocating Items Among Subsidiaries)
7. Click Save.

Note: If you select to create a multi-subsubsidiary TO, but do not allocate the items to stores belonging to another subsidiary, Retail Pro displays a warning and asks if you want to continue, in which case the TO will be a single-subsubsidiary TO, or convert it to a multi-subsubsidiary TO, in which case a child TO will be created.

About Sales Targets

Sales targets are sales goals that enable management to compare sales performance for subsidiaries, stores, and employees. There are three types of sales targets in Retail Pro®:

- Subsidiary** Subsidiary and Store sales targets are created and maintained in Retail Pro® 9-Series, then sent to Retail Pro Main stations during ECM communication. Subsidiary sales targets are expressed as a monetary value, while store sales targets are expressed as a percentage of the subsidiary goal.
- Store**
- Employee** Individual stores set sales targets for their own employees in Retail Pro® 8-Series based on the store sales target. Employee sales targets are expressed as a percentage of the larger subsidiary sales target, but can also be expressed as a monetary value.

Subsidiary Sales Targets

To view subsidiary sales targets:

1. Select **Employee Mgmt > Sales Targets** from the Home Screen. A list of sales targets displays.
2. Select a Subsidiary from the drop-down list, or select All to display sales targets for all subsidiaries.

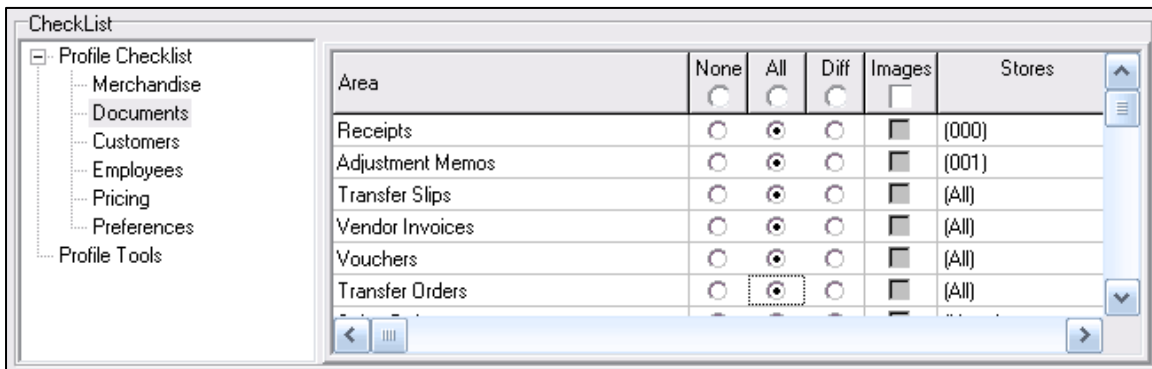
Communications

About Multi-Subsidiary Communications

Using the Enterprise Communication Manager (ECM™), you can communicate data between any and all of your subsidiaries and stores.

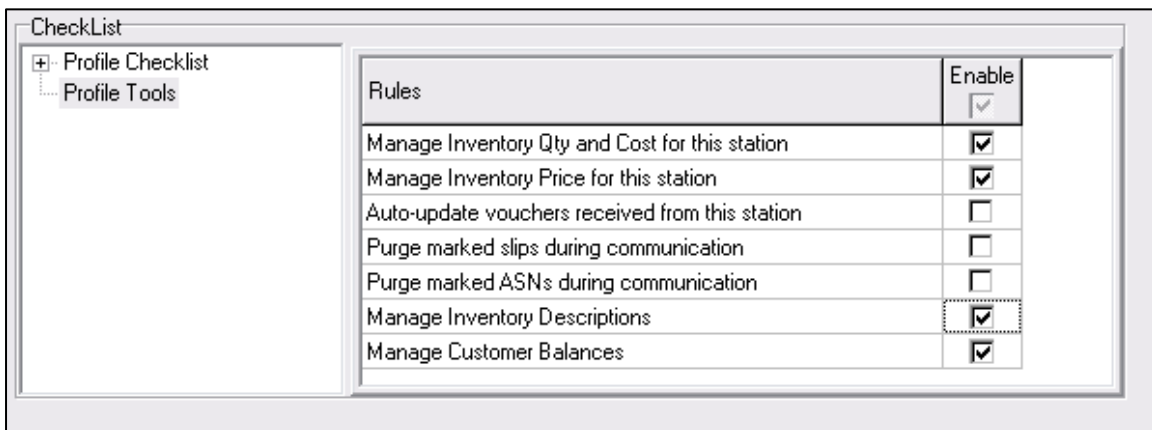
For example, at the end of each day, you can send sales and other data from each store to corporate headquarters (or alternatively you can send data first to the subsidiary headquarters, and then from each subsidiary headquarters to corporate headquarters). This gives managers access to the most up-to-date data for reports.

Using ECM, you specify which types of data to exchange and whether to send all records, send only changed records, or send no records, and select which stores' data to send.



You can also select which station has ultimate control of key data, including:

- Inventory price and cost
- Inventory quantity
- Inventory descriptions
- Customer credit balances



Localizing Retail Pro

Retail Pro® is used in more than 60 countries. Even more than previous versions, Retail Pro® 9 Series is designed for international use and is flexible enough to handle virtually any language or currency.

Being able to handle any language or currency provides tremendous advantages to retailers with operations in multiple countries.

- Provides balance between central and local control by letting you define item descriptions, prices, and costs in a base language and currency, but also allows individual subsidiaries to display item information in the local language and currency.
- Enables you to compile sales data from multiple currencies and display the data in the base currency on reports.
- Helps reduce training costs because interface and supporting documentation can be translated into local languages.

Localizing Retail Pro®: Basic Steps

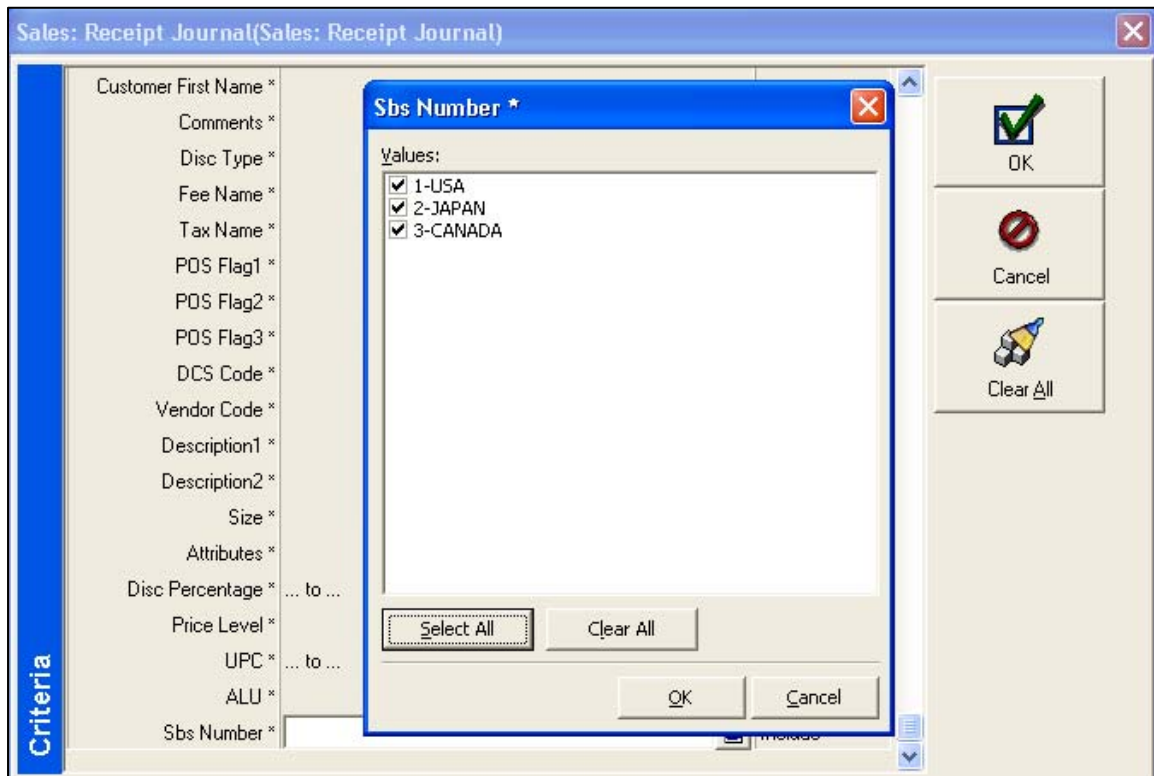
1. Enable international support. On each workstation running Retail Pro®, you need to enable international support for the local language and region.
2. Configure Retail Pro® for the local environment. For example, specify the languages and currencies being used, define tax settings, and enter item descriptions in the local language(s).
3. Translate the Retail Pro® interface. Use Language Manager to translate the various fields and menus in the Retail Pro® interface into the local language(s).
4. (optional) Create necessary plug-ins. In certain cases, additional functionality may need to be added to Retail Pro®. This is done through the use of plug-ins.
5. (optional) Translate documentation. You can translate the Retail Pro® User's Guide, other related documentation, and/or the online Help files.

Reference: For more information: See the *Retail Pro 9 Localization Guide*

Reporting

Retail Pro 9 has powerful reporting capabilities. When running reports, you can filter the report data to include data from any or all subsidiaries and stores.

Note: When consolidating report data, Retail Pro converts all sales into the base currency.



Reference: For more information, see *Retail Pro 9 Reports*

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