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| *MEDIABazaar* |
| SERVICE USER GUIDE MANUAL |
| Order Processing Dashboard |

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# General Information

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## Introduction

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### Account Creation

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### Login

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### Changing UserID or Password

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## Safety

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# Using the Dashboard

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## Dashboard Menu

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# Data Dictionary

Descriptions of all entities included in the MEDIABazaar dashboard. Use search tool to find what you are looking for more information on.

|  |  |  |
| --- | --- | --- |
| **Name** | **Value** | **Description** |
| **SalesOrder** |  |  |
| PaymentStatus | Nvarchar(50) | The method the payment was applied to the purchase.  Prepaid or null are the only two values.  This will only have a value if the item was originated from Fillz and was an Alibris transaction |
| Payments Date | DateTime2(7) | Date the credit or debit card successfully placed a hold on the customers account.  This date is not defaulted to UTC as it is provided by the marketplace, specifically the data is loaded from Fillz or SellerActive |
| PaymentTransactionId | Int | This is currently null |
| OrderTotalPrice | Money | Total price of the order |
| PurchaseDate | DateTIme2(7) | Date the item was purchased.  This field has a different definition based on whether it was originated on Fillz or SellerActive.  Fillz would be the payment date of the transaction.  Whereas SellerActive would be the actual Shipment date.  SellerActive makes the most since as the payment networks do not allow the card to be charged until the item has been shipped.  Only a hold is allowed until shipment |
| BatchId | Int | The identify of the input batch |
| BuyerEmail | Nvarchar(200) | Buyers Private Email Address.  However, if the transaction originates on an Amazon website the email address is an Amazon generated email address.  They do not want third party sellers having access to the buyer |
| BuyerName | Nvarchar(100) | Name of the buyer of the purchase. |
| ShippingMethod | Nvarchar(50) | The name of the service purchased from the carrier.  For the USPS this would include:   * Media Mail * First Class * Priority * Express * Second Day |
| Status | Nvarchar(20) | Status of the Order. The following are typical codes for Orders:   * Shipped * Unshipped * Canceled Or Cancelled |
| ShippingCarrier | Nvarchar(50) | Name of the carrier.  Typical values include:   * USPS * United States Postal Service * UPS * FedEx * DHL |
| Tracking | Nvarchar(50) | Tracking number issued by the carrier.  Each carrier has a unique identifier for package.  For example, the USPS issues a 22 character identifier for packages shipped within the continental United States.  This can be longer if the batch tracking number is entered.  The batch tracking number comes from the scan form that is produced by Ship Station that identifies all item in a specific shipment batch.  While territories, military and international packages have distinctive tracking numbers. |
| PaymentMethod | Nvarchar(50) | Indicates how the item was paid.  The options are prepaid, prepaid-BNBO, or null.  Most if not all were paid in arrears and are blank.  This was a Fillz.com functionality and will appear before 07-01-20 |
| MerchantID | Int |  |
| OrderId | Nvarchar(50) | This contains the Order Identification number generated by each marketplace |
| AltOrderId | Nvarchar(50) | This is the messaging system Order Identification number.  Each messaging system generates an Order Id for order that is received from the various marketplaces. |
| MarktplaceId | Int | This is number identifying the marketplace.  The values for this field are defined on the marketplace table |
|  |  |  |
| **OrderItem** |  |  |
| OrderNumberItemId | Nvarchar(50) | Unique identification assigned by the marketplace for each item sold in an order.  Each marketplace has a uniquely formatted number:   * Amazon = 14 digit numeric number * AmazonCA = 14 digit numeric number * Amazon Mexico = 14 digit numeric number * AmazonUK = 14 digit numeric number * Biblio = 9999999-9999999999 * Alibris = 99999999-99 * TextBookX = 9999999 (7 digit) |
| SKU | Nvarchar(100) | The Stock Keeping Unit(SKU) has numerous formats because of its legacy nature and various onboarding methodologies over the years |
| CurrencyType | Nvarchar(50) | Currency the order was sold.  This is based on the originating marketplace.  Current values are:   * USD * EUR * GBP * MXD * CAD |
| CurrencyConversionDate | DateTime(2,7) | Date currency was initially converted for third-party participant report.  This is set to a value once the CurrencyConversionRate field has a value greater than 0. |
| CurrencyConversionRate | Decimal(2,6) | Determined conversion rate on the date the third-party participant report was generated.  This will be determined via financial marketplace API Service |
| Location | Nvarchar(50) | Location of the item in the warehouse when sold |
| UPC | Nvarchar(50) | Universal Product Code(UPC).  UPC-C is a 12-digit code with a check digit. UPC-D is a variable length code (12 digits or more) with the 12th digit being the check digit. These versions are not in common use. UPC-E is a 6-digit code, that has its equivalent in UPC-A 12-digit code with number system 0 or 1. There are instances where the EAN 13 digit numbers is provided by Amazon instead of the UPC.  SellerActive does not currently provide the UPC in the order record and will not be available until inventory is activated in the database |
| ProductId | Nvarchar(50) | Identification number as assigned by the marketplace.  This currently has the following values:   * ASIN * UPC * EAN * JAN * ISBN   ProductId is not provided with the SellerActive order record and will not be available until inventory is activated in the database |
| ItemName | Nvarchar(Max) | The name of the product.  This can be quite long as the individual marketplaces allow for a free form data entry of this value.  The max number of characters I have seen to date is 1,4000 characters |
| ListingId | Nvarchar(50) | Identification number of the product detail page.  This is currently a null field |
| Price | Money | The current price of the item.  This can be as low as 1 cent. Especial for transaction that were completed in the early 2000-2015.  This can be null if the item was cancelled before the transaction was complete. |
| UnitTax | Money | Current local tax on the price of the item.  This can be zero as not all localities charges taxes on marketplace purchases.  From a legacy perspective taxes may not have been charged at all at the time of sale |
| ShippingFee | Money | Current shipping price of the item.  This can be null if the item was cancelled before the transaction was complete. |
| ShippingFeeTax | Money | Current shipping tax on the price of the item.  This can be zero as not all localities charges taxes on marketplace purchases.  From a legacy perspective taxes may not have been charged at all at the time of sale. This can be null if the item was cancelled before the transaction was complete. |
| QuantityPurchased | Int | Quantity of the item purchased.  Currently, Quantity can be zero if the item was cancelled on SellerActive |
| TotalPrice | Money | Total price of the item purchased. This can be null if the item was cancelled before the transaction was complete. |
| ItemFees | Money | Total fees assessed by the website.  This can include final value fee and individual item sale fee. This can be null if the item was cancelled before the transaction was complete. |
| ItemCondition | Int | Condition code assigned to the item:   * 11 new * 1 Used Like New * 2 Used Very Good * 3 Used Good * 4 Used Acceptable * 5 Collectible, Used Like New * 6 Collectible, Used Very Good * 7 Collectible, Used Good * 8 Collectible, Used Acceptable |
| ItemSource | Nvarchar(50) | Organization or individual who the item was purchased.  This is currently null |
| ItemCost | Money | Initial purchase price of the item. This is currently null |
| OriginalAmount | Money | Purchase Amount in the origin currency |
|  |  |  |
| **NewInventory** |  |  |
| PurchaseId | int | Not Null; Assigned system identifier;  A new identifier is allocated each time a purchase is entered |
| PurchaseDate | Datetime2(7) | Not Null;  Date the purchase is made |
| InventoryType | Nvarchar(50) | This is the format of the purchase:  The list currently includes:   * CD * DVD * Blu-ray * Book * VHS * Audio Cassette * Household * Audiobooks |
| QuantityPurchased | Int | Not Null;  Currently, new inventory purchases require a quantity purchased.  Legacy data may not provide this information and the field should be defaulted to 1. |
| Cost | Money | Value of the purchase which will typically include the product cost, tax paid and incurred fees. |
| PurchaseReason | Nvarchar(50) | Indicates why the item was purchased.  Values include:   * Replacement * New Inventory * Spot purchase |
| PercentagePaid | Decimal(18,2) | Not Null;  Percentage page by inventory scout. 1.00 would represent 100%, whereas .50 would represent 50% |
| ItemId | Nvarchar(100) | Item identifier.  If this is a batch purchase, leave blank.  If this is a single item purchase and a replacement enter the SKU number being replaced.  If a spot purchase, enter the UPC, EAN, or ASIN. |
| TheSourceId | Int | Code that identifies the source of the purchase:   1. Voice of the People 2. Yard Sale 3. Amazon.COM 4. Ebay 5. AbeBooks.COM 6. Alibris.COM |
|  |  |  |
| **Marketplace** |  |  |
| Name | Nvarchar(50) | The name of the marketplace:  Amazon  Amazon Mexico  Amazon Canada  Amazon UK  Alibris  Biblio  TextBookX  Ebay  Half.Com  BNBQ = Barnes and Nobles |
| MarketPlaceId | int | 1 = Amazon  2 = Amazon Mexico  3 = Amazon Canada  4 = Amazon UK  5 = Alibris  6 = Biblio  7 = TextBookX  8 = Ebay  9 = Half.Com  10 = BNBQ |
| FinalValueFee | Money | This is a fee assessed by the marketplace when the item is sold.  This is marketplace specific and can be based on the type of product sold or can be the same for all items sold. |
| ItemFee | Decimal(18,2) | All marketplace charge an item fee.  Currently Amazon.Com policy dictates this is a percentage of the total order amount.  In 2019, Amazon.Com policy was to take a percentage of the item amount. |
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## Use camera

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## Use video

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## Connecting to WiFi

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## Add phone contacts

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# Using the Dashboard (Online)

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## Add a Marketplace

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# FAQ

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# Application

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# Warehouse Location

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# Products and Safety Information

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