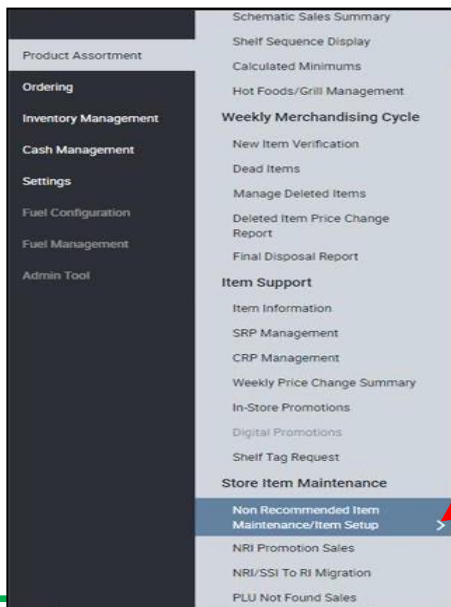


SSI and NRI Setup

Overview:

Use this job aid as a step-by-step guide for SSI and NRI item setup.

1. Access the SSI/NRI setup screen through the Product Assortment menu.



2. Click on the Item Setup icon to begin item setup.

A screenshot of the 'Non Recommended Item Maintenance/Item Setup' screen. The screen has a header bar with the text 'Product Assortment > Non Recommended Item Maintenance/Item Setup'. Below the header, there is a green button labeled 'Item Setup' with a red arrow pointing to it. Below the button, there is a table with the following columns: UPC, Item Description, Vendor, and Item Type. The table contains several rows of data, including items like '12' Tongs', '3D Cardboard Puzzle', '3D Mask', '7-S Creme Brulee', '7-S Gallon Freezer', '7-S Toilet Bowl Cleaner', '7S Apple Juice 8pk', '7S Fruit Punch 8pk', and 'AFJ Abducted Cow'.

UPC	Item Description	Vendor	Item Type
0002429111603	12' Tongs		
00739205720757	3D Cardboard Puzzle	Z-EDI	
00818850020006	3D Mask	Z-EDI	
00052548590697	7-S Creme Brulee	Z-EDI	
00052548605155	7-S Gallon Freezer	Z-EDI	
00052548575496	7-S Toilet Bowl Cleaner	Z-EDI	
00052548633585	7S Apple Juice 8pk	Z-EDI	
00052548633592	7S Fruit Punch 8pk	Z-EDI	
00896843002840	AFJ Abducted Cow	Z-EDI	

3. Enter the UPC for the product to initiate the setup process.

A screenshot of the 'Item Setup' form. The form has a header bar with the text 'Product Assortment > Non Recommended Item Maintenance/Item Setup > Item Setup'. Below the header, there is a form with several fields: 'UPC *Required' (with a red arrow pointing to it), 'Item Description', 'Vendor', 'Item Type', 'Department', 'PSA', 'Category', 'Subcategory', 'Will this item be sold as a multipack?' (with radio buttons for 'Yes' and 'No'), 'Item Cost', and 'Single Size Deposit'. Below the form, there is a table with the following columns: DSU, UPC, Size Description, Size Multiple, Retail Price \$, LDU, Extended Retail \$, Purchase Margin %, Markup/ Markdown \$, Retail Size, and Retail Unit Of Measure. The table is currently empty, and there is a message 'No data to display' at the bottom. A 'Done' button is located at the bottom right of the form.

DSU	UPC	Size Description	Size Multiple	Retail Price \$	LDU	Extended Retail \$	Purchase Margin %	Markup/ Markdown \$	Retail Size	Retail Unit Of Measure
-----	-----	------------------	---------------	-----------------	-----	--------------------	-------------------	---------------------	-------------	------------------------

SSI and NRI Setup

4. Enter the item description.

Product Assortment > Non Recommended Item Maintenance/Item Setup > Item Setup

Actions

UPC: 00859604004569

Item Description *

Vendor *: Z-EDI
If Vendor is not listed OR the Item WILL NOT be re-ordered select Z-EDI.

Item Type *: Retail

Department:

PSA *:

Category *:

Subcategory *:

Will this item be sold as a multipack ?
*
☐ Yes
☐ No

Item Cost *:

Single Size Deposit
If applicable

DSU *	UPC *	Size Description	Size Multiple	Retail Price \$ *	LDU *	Extended Retail \$	Purchase Margin %	Markup/ Markdown \$	Retail Size *	Retail Unit Of Measure *
☒	00859604004569	Pack	1							

Done

5. Select the vendor. **This is a critical step.** If the product is provided by a non-recommended vendor then pick the “Z-EDI” option. **This will make the product a Non-Recommended Item (NRI).**
NOTE: NRI's are not supported with ordering functionality through the system.

Product Assortment > Non Recommended Item Maintenance/Item Setup > Item Setup

Actions

UPC: 00859604004569

Item Description *: Breakside White 6pk12z

Vendor *: Z-EDI
If Vendor is not listed OR the Item WILL NOT be re-ordered select Z-EDI.

Item Type *: Retail

Department:

PSA *:

Category *:

Subcategory *:

Will this item be sold as a multipack ?
*
☐ Yes
☐ No

Item Cost *:

Single Size Deposit
If applicable

DSU *	UPC *	Size Description	Size Multiple	Retail Price \$ *	LDU *	Extended Retail \$	Purchase Margin %	Markup/ Markdown \$	Retail Size *	Retail Unit Of Measure *
☒	00859604004569	Pack	1							

SSI and NRI Setup

If the item is provided by a recommended vendor and you would like to make the item a permanent part of your product assortment/reorder the product, then select the vendor from the drop-down picklist. **This will make the item a Store Supported Item (SSI).** A key benefit of SSI's is that they receive full system support that a Recommended Item receives.

Product Assortment > Non Recommended Item Maintenance/Item Setup > Item Setup

Actions

UPC: 00859604004569

Item Description: Breakside White6p12z

Vendor: Z-EDI

Item Type: Retail

Department:

PSA:

Subcategory:

Will this item be sold as a multipack ?

☐ Yes

☐ No

Item Cost:

Single Size Deposit:

If applicable

DSU *	UPC *	Size Description	Size Multiple	Retail Price \$	LDU *	Extended Retail \$	Purchase Margin %	Markup/ Markdown \$	Retail Size	Retail Unit Of Measure *
☒	00859604004569	Pack	1							

Done

5. Select the item type from the drop-down. For sellable goods, use the "Retail" selection.

Product Assortment > Non Recommended Item Maintenance/Item Setup > Item Setup

Actions

UPC: 00859604004569

Item Description: Breakside White 6pk12z

Vendor: Southern Glaziers W&S TX

Item Type: Retail

Department:

PSA:

Category:

Will this item be sold as a multipack ?

☐ Yes

☐ No

Item Cost:

Single Size Deposit:

If applicable

DSU *	UPC *	Size Description	Size Multiple	Retail Price \$	LDU *	Extended Retail \$	Purchase Margin %	Markup/ Markdown \$	Retail Size	Retail Unit Of Measure *
☒	00859604004569	Pack	1							

SSI and NRI Setup

6. Select the PSA, Category, and Subcategory for the item.

Product Assortment > Non Recommended Item Maintenance/Item Setup > Item Setup

Actions

UPC: 00859604004569

Item Description: Breakside White 6pk12z

Vendor: Southern Glaziers W&S TX

Item Type: Retail

Department: [Dropdown]

PSA: [Dropdown]

Category: [Dropdown]

Subcategory: [Dropdown]

Will this item be sold as a multipack?
☐ Yes
☐ No

Item Cost: [Text Box]

Single Size Deposit: [Text Box]
If applicable

DSU *	UPC *	Size Description	Size Multiple	Retail Price \$ *	LDU *	Extended Retail \$	Purchase Margin %	Markup/ Markdown \$	Retail Size *	Retail Unit Of Measure *
☒	00859604004569	Pack	1	[Text Box]	[Text Box]				[Text Box]	[Dropdown]

Once you select the PSA drop-down a selection menu will prompt your selections. Once complete, hit the "OK" button to continue.

Product Assortment > Non Recommended Item Maintenance/Item Setup > Item Setup

Actions

UPC: 00859604004569

Department: [Dropdown]

Will this item be sold as a multipack?
☐ Yes
☐ No

DSU: ☒ UPC: 00859604004569

Retail Unit Of Measure: [Dropdown]

Done

PSA/Category/Subcategory Selection

PSA	Description
10	ALCOHOLIC BEVERA...
11	SSI ALCOHOLIC BEV...
12	CIGARETTES
13	COLD DISPENSED B...
14	CONFECTIONERY
15	DAIRY
16	ELECTRONICS/BATT...
17	FOOD SERVICE
18	FROZEN FOOD
19	FROZEN TREATS
20	NON-FOODS
21	PACKAGED FOODS
22	HEALTH & BEAUTY ...
23	HOT BEVERAGES

Category	Description
02	LIQUOR
04	WINE
06	PREMIUM BEER
07	SUPER PREMIUM/CR...
08	BUDGET BEER
09	SINGLE BEER
10	IMPORTS
11	FLAVORED MALT BEV...
12	LOW SPIRIT BASED
13	GROWLER BEER
14	GROWLER WINE
15	HARD SELTZER

Subcat...	Description
01	SUPER PREMIUM REG...
02	SUPER PREMIUM LIG...
03	SUPER PREMIUM ALE
04	CRAFT HEFEWIZEN
05	CRAFT AMBER
06	CRAFT BLONDE
07	CRAFT PALE ALE
08	CRAFT DARK
99	MOBILE COUPON PR...

OK

SSI and NRI Setup

7. Select whether the item is a multipack. Items such as beer, soda, and cigarettes are commonly sold in multipacks. All items with inner pack quantities (IPQs) greater than 1 must be set up as a multipack.

Product Assortment > Non Recommended Item Maintenance/Item Setup > Item Setup

Actions

UPC: 00859604004569

Item Description: Breakside White 6pk12z

Vendor: Southern Glaziers W&S TX

Item Type: Retail

Department: [Dropdown]

PSA: ALCOHOLIC BEVERAGES

Category: SUPER PREMIUM/CRAFT BEER

Subcategory: SUPER PREMIUM REGULAR

Will this item be sold as a multipack?

☐ Yes

☐ No

Item Cost: [Field]

Single Size Deposit: [Field]

If applicable

DSU	UPC	Size Description	Size Multiple	Retail Price \$	LDU	Extended Retail \$	Purchase Margin %	Markup/ Markdown \$	Retail Size	Retail Unit Of Measure
☒	00859604004569	Pack	1	[Field]	[Field]				[Field]	[Field]

If you selected the item as a multipack, select the pack size. In this case the item is sold in 6-packs.

Product Assortment > Non Recommended Item Maintenance/Item Setup > Item Setup

Actions

UPC: 00859604004569

Department: [Dropdown]

Will this item be sold as a multipack?

☐ Yes

☐ No

DSU: ☒ UPC: 00859604004569

Retail Unit Of Measure: [Field]

Size Multipack Selection

Size	Size Description
2	2 pk
3	3 pk
4	4 pk
5	5 pk
6	6 pk
8	8 pk
9	9 pk
10	10 pk
12	12 pk
15	15 pk
18	18 pk
20	20 pk
24	24 pk
30	30 pk

CANCEL OK

Done

SSI and NRI Setup

8. Enter the item cost. NOTE: this item is sold as a multipack so the “item cost” changes to “case cost.”
If the item includes a bottle deposit that will also need to be entered.

Product Assortment > Non Recommended Item Maintenance/Item Setup > Item Setup

Actions

UPC: 00859604004569

Item Description: Breakside White 6pk12z

Vendor: Southern Glaziers W&S TX

Item Type: Retail

Department:

PSA: SSI ALCOHOLIC BEVERAGES

Category: SUPER PREMIUM/CRAFT BEER

Subcategory: SUPER PREMIUM REGULAR

Will this item be sold as a multipack ?

☒ Yes
Multiple Size : 6 pk

☐ No

Case Cost:

Single Size Deposit:

If applicable

DSU *	UPC *	Size Description	Size Multiple	Retail Price \$	LDU *	Extended Retail \$	Purchase Margin %	Markup/ Markdown \$	Retail Size	Retail Unit Of Measure *
☐	00859604004569	Pack	1						1.00	Each
☒	00859604004569	6 pk	6						1.00	Each

The case cost should be your total invoiced cost for the case LDU. The case cost for this example item is \$33.00 and there is a \$0.10 bottle deposit for each bottle in the 6-pack.

Product Assortment > Non Recommended Item Maintenance/Item Setup > Item Setup

Actions

UPC: 00859604004569

Item Description: Breakside White 6pk12z

Vendor: Southern Glaziers W&S TX

Item Type: Retail

Department:

PSA: SSI ALCOHOLIC BEVERAGES

Category: SUPER PREMIUM/CRAFT BEER

Subcategory: SUPER PREMIUM REGULAR

Will this item be sold as a multipack ?

☒ Yes
Multiple Size : 6 pk

☐ No

Case Cost: 33.00

Single Size Deposit: 0.100

If applicable

DSU *	UPC *	Size Description	Size Multiple	Retail Price \$	LDU *	Extended Retail \$	Purchase Margin %	Markup/ Markdown \$	Retail Size	Retail Unit Of Measure *
☐	00859604004569	Pack	1						1.00	Each
☒	00859604004569	6 pk	6						1.00	Each

SSI and NRI Setup

9. Enter the retail price and the LDU (lowest deliverable unit) for the item. If it is a multipack you will enter the single unit selling price and the multipack price. In this example, a single unit retail is \$2.29, and the multipack is \$12.99.

Product Assortment > Non Recommended Item Maintenance/Item Setup > Item Setup

Actions

UPC: 00859604004569

Item Description: Breakside White6p12z

Vendor: SOUTHERN GLAZERS W&S TX

Item Type: Retail

Department:

PSA: SSI ALCOHOLIC BEVERAGES

Category: SUPER PREMIUM/CRAFT BEER

Subcategory: SUPER PREMIUM REGULAR

Will this item be sold as a multipack ?

☒ Yes
Multiple Size : 6 pk

☐ No

Case Cost: 33.00

Single Size Deposit: 0.100

If applicable

DSU *	UPC *	Size Description	Size Multiple	Retail Price \$ *	LDU *	Extended Retail \$	Purchase Margin %	Markup/ Markdown \$	Retail Size *	Retail Unit Of Measure *
☐	00859604004569	Pack	1	2.29					0.13	1.00 Each
☒	00859604004569	6 pk	6	12.99	4	51.96	36.49		1.00	Each

Done

10. Select the retail unit of measure from the drop-down. In this example, the products are classified as an "Each." Once finished, hit the "Done" button in the bottom right of the screen to complete your item setup.

Product Assortment > Non Recommended Item Maintenance/Item Setup > Item Setup

Actions

UPC: 00859604004569

Item Description: Breakside White6p12z

Vendor: SOUTHERN GLAZERS W&S TX

Item Type: Retail

Department:

PSA: SSI ALCOHOLIC BEVERAGES

Category: SUPER PREMIUM/CRAFT BEER

Subcategory: SUPER PREMIUM REGULAR

Will this item be sold as a multipack ?

☒ Yes
Multiple Size : 6 pk

☐ No

Case Cost: 33.00

Single Size Deposit: 0.100

If applicable

DSU *	UPC *	Size Description	Size Multiple	Retail Price \$ *	LDU *	Extended Retail \$	Purchase Margin %	Markup/ Markdown \$	Retail Size *	Retail Unit Of Measure *
☐	00859604004569	Pack	1	2.29					0.13	1.00 Each
☒	00859604004569	6 pk	6	12.99	4	51.96	36.49		1.00	Each

Done

SSI and NRI Setup

It is important to track the status of your SSI request in the Non-Recommended Item Maintenance/Item Setup Screen. If your request is rejected, a reason code will be provided for your reference and investigation. This can be displayed for each item by hovering over the blue "Information" icon in the "Rejection Reason" column. Common reasons for SSI rejections are "Invalid UPC," "UPC not in DSD Catalog," and "Set Size Group to Correct Multipack Selection." NOTE: NRI's do not require approval in the system.

Product Assortment > Non Recommended Item Maintenance/Item Setup											
Item Setup											Actions
	UPC	Item Description	Vendor	SSI Request Date	Rejection Reason	Alert Received Date	Vendor Change to Z-EDI	SSI Approval Date			
☐	00850015885549	HopValleyTripleDbi Pack	MALETIS BEVERAGE OR	04/06/2023							
☐	00850015885549	HopValleyTripleDbi 6pk	MALETIS BEVERAGE OR	04/06/2023							
☐	00763176192190	Symph Chronic 19.2oz	MALETIS BEVERAGE OR	04/26/2023							
☐	00850017944343	2TownTopciCosmicCrsp Pack	COLUMBIA - OREGON	05/04/2023							

In the example below, the rejection reason for the item is "UPC not is DSD Catalog."

A rejected item cannot be setup as an SSI unless it is modified and resubmitted. Otherwise the items will need to be set up as an NRI. Stores can take the following actions:

1. To set up the rejected item as an NRI, the store will need to set the vendor field to "Z-EDI."
2. Resubmit the SSI request after taking action in correcting the rejection code.

Product Assortment > Non Recommended Item Maintenance/Item Setup											
Item Setup											Actions
	UPC	Item Description	Vendor	SSI Request Date	Rejection Reason	Alert Received Date	Vendor Change to Z-EDI	SSI Approval Date			
☐	00850015885549	HopValleyTripleDbi Pack	MALETIS BEVERAGE OR	04/06/2023							
☐	00850015885549	HopValleyTripleDbi 6pk	MALETIS BEVERAGE OR	04/06/2023							
☐	00850017944343	2TownTopciCosmicCrsp Pack	COLUMBIA - OREGON	05/04/2023							
☐	00856793004271	Schilling Excelsior Pack	COLUMBIA - OREGON	05/04/2023							
☐	00860009020238	Incline ImpriTropics Pack	MALETIS BEVERAGE OR	04/28/2023							
☐	00860002765082	Incline Tart Cherry Pack	MALETIS BEVERAGE OR	11/01/2022							
☐	00855232004844	PCCmplPeachTea19.2z	MALETIS BEVERAGE OR	04/06/2023							
☐	00859604004569	Breakside White6p12z Pack	MALETIS BEVERAGE OR	04/28/2023			05/14/2023	04/30/2023			
☐	00859604004569	Breakside White6p12z 6pk	MALETIS BEVERAGE OR	04/28/2023			05/14/2023	04/30/2023			

SSI and NRI Setup

SSI requests pending completion due to exceptions can be identified in the “SSI Approval Date” column. If further action is needed on the item to complete, an “Attention” icon will appear next to the Approval Date.

Product Assortment > Non Recommended Item Maintenance/Item Setup

Item Setup Actions

	UPC	Item Description	Vendor	SSI Request Date	Rejection Reason	Alert Received Date	Vendor Change to Z-EDI	SSI Approval Date
☐	00859604004569	Breakside White6p12z Pack	MALETIS BEVERAGE OR	04/28/2023			05/14/2023	04/30/2023 ⚠️
☐	00859604004569	Breakside White6p12z 6pk	MALETIS BEVERAGE OR	04/28/2023			05/14/2023	04/30/2023 ⚠️
☐	00095301131041	Rogue Dead Guy Pack	COLUMBIA - OREGON	05/04/2023			05/20/2023	05/06/2023 ⚠️
☐	00095301131041	Rogue Dead Guy 6pk	COLUMBIA - OREGON	05/04/2023			05/20/2023	05/06/2023 ⚠️

To take action on the item and complete the setup, click on the “Edit” icon to resolve the exception. If action is not taken on the item by the date listed in the “Vendor Change to Z-EDI” column, then the item vendor will change to Z-EDI and will default to an NRI item. **NOTE: if an item is not approved within 28 days of submission, it will default to become an NRI item in the system.**

Product Assortment > Non Recommended Item Maintenance/Item Setup

Item Setup Actions

	UPC	Item Description	Vendor	SSI Request Date	Rejection Reason	Alert Received Date	Vendor Change to Z-EDI	SSI Approval Date
☐	00859604004569	Breakside White6p12z Pack	MALETIS BEVERAGE OR	04/28/2023			05/14/2023	04/30/2023 ⚠️
☐	00859604004569	Breakside White6p12z 6pk	MALETIS BEVERAGE OR	04/28/2023			05/14/2023	04/30/2023 ⚠️
☐	00095301131041	Rogue Dead Guy Pack	COLUMBIA - OREGON	05/04/2023			05/20/2023	05/06/2023 ⚠️
☐	00095301131041	Rogue Dead Guy 6pk	COLUMBIA - OREGON	05/04/2023			05/20/2023	05/06/2023 ⚠️

This SSI request is approved but Pending Completion due to exceptions. Please click on Edit icon to resolve exception.

SSI and NRI Setup

Rejection Reason	Explanation	Resolution
Manual Entry	Manually entered reason used to communicate a specific action identified to result in a confirmed SSI.	Varies based on message entered.
UPC not in DSD catalog (set vendor as Z- EDI)	The requested UPC is not included in the requested DSD vendor's catalog on file. Item needs to be set up as NRI (set vendor as Z-EDI).	To set vendor as NRI: Click on the item UPC hyperlink in the Item Maintenance screen. Select Z-EDI from the Vendor drop-down menu, click "Done." If you have confirmed that the UPC was entered correctly and the item is re-orderable from DSD vendor: then submit 7HELP case (SSI form) with your store number, requested UPC, short description, and description (include DSD vendor name).
UPC not in wholesaler catalog (set vendor as Z- EDI)	The requested UPC is not re-orderable from the wholesaler that supports your store. Item needs to be set up as NRI (set vendor as Z-EDI). Products such as tradeshow items or displays, promotional cups/straws, and non-saleable inner pack units cannot be re-ordered as SSIs. In order to sell through these items, they should be set up as NRIs (set vendor as Z-EDI).	To set vendor as NRI: Click on the item UPC hyperlink in the Item Maintenance screen. Select Z-EDI from the Vendor drop-down menu, click "Done." If you have confirmed that the UPC was entered correctly and the item is re-orderable from your wholesaler: then submit 7HELP case (SSI form) with your store number, requested UPC, short description, and description (include wholesaler name).
Set Size Group to correct multipack selection	The incorrect size group was selected when submitting a request for a product packaged for multi-pack retail sale. Single was selected rather than multi-pack, or multi-pack was selected rather than single.	To set Size Group to correct multipack selection: Click on the item UPC hyperlink in the Item Maintenance screen. Select "Yes" to identify the item as multipack, select the correct value from the Size Multiple pop-up window that matches the UPC, and click "Done".
Ineligible item for vendor (set vendor as Z- EDI)	The requested vendor is not currently configured to deliver this type of product to stores. Item needs to be set up as NRI (set vendor as Z-EDI).	To set vendor as NRI: Click on the item UPC hyperlink in the Item Maintenance screen. Select Z-EDI from the Vendor drop-down menu, click "Done."

SSI and NRI Setup

Future Recommended Item (set vendor as Z-EDI)	The requested product is currently included or is pending registration as a recommended item in your store's pattern. Item needs to be set up as NRI (set vendor as Z-EDI).	To set vendor as NRI: Click on the item UPC hyperlink in the Item Maintenance screen. Select Z-EDI from the Vendor drop-down menu, click "Done."
Set vendor as Vendor Name	The requested UPC has already been activated in the system for a different recommended vendor. A UPC can only be supplied by one recommended vendor.	To modify vendor: Click on the item UPC hyperlink in the Item Maintenance screen. Select the appropriate vendor from the Vendor dropdown menu, click "Done."
Pre-Book/Holiday item (set vendor as Z-EDI)	Prebooks and holiday items cannot be re-ordered as SSIs. In order to sell through these items, they should be set up as NRIs (set Vendor as Z-EDI).	To set vendor as NRI: Click on the item UPC hyperlink in the Item Maintenance screen. Select Z-EDI from the Vendor drop-down menu, click "Done."
Discontinued item (set vendor as Z-EDI)	The requested product was deleted from the recommended assortment because it was discontinued by the vendor. This item is no longer available from the vendor. Item needs to be set up as NRI (set vendor as Z-EDI).	To set vendor as NRI: Click on the item UPC hyperlink in the Item Maintenance screen. Select Z-EDI from the Vendor drop-down menu, click "Done."
Recalled item (delete the record)	The requested product was recalled by the manufacturer. Please delete the item, and please remove any inventory from your shelves.	To Delete the Item: Click on the item UPC hyperlink in the Item Maintenance screen. Click on the Actions drop-down in the upper right corner of the screen and select "Delete this item." Then click "Done."
Proprietary/Fresh item (set vendor as Z-EDI)	Fresh items and Proprietary items (e.g. branded cups and straws), freeze and thaw fresh foods, and bulk condiments are not eligible for SSI set up. Item needs to be set up as NRI (set vendor as Z-EDI).	To set vendor as NRI: Click on the item UPC hyperlink in the Item Maintenance screen. Select Z-EDI from the Vendor drop-down menu, click "Done."



SSI and NRI Setup

Restricted/Prohibited Item (delete the record)	Your store has been evaluated as being prohibited from selling this type of product, for example due to possible local jurisdictional restrictions. For more information, please reach out to your Area Leader or Market Leader. Please delete the item, and please remove any inventory from your shelves.	To Delete the Item: Click on the item UPC hyperlink in the Item Maintenance screen. Click on the Actions drop-down in the upper right corner of the screen and select "Delete this item." Then click "Done."
13 COGS item (set Item Type to Cost of Good)	The requested UPC has already been activated in the system as a Cost of Goods item. Change the item type to "Cost of Good Item".	To set up as a Cost of Goods Item: Click on the item UPC hyperlink in the Item Maintenance screen. Click on the "Item Type" drop-down and select "Cost of Goods." Then click "Done."
14 Invalid UPC (set UPC to valid 14-digit code)	The requested UPC contains non-numeric characters or is less than 14 digits. Delete the item and redo item setup with appropriate UPC.	To Delete the Item: Click on the item UPC hyperlink in the Item Maintenance screen. Click on the Actions drop-down in the upper right corner of the screen and select "Delete this item." Then click "Done."

Definitions

NRI	• Non-Recommended Item (NRI). • NRI's are items that are not electronically orderable from any vendor. • NRIs can be used for customizing your product assortment and selling through poor selling Recommended Items (RIs) or SSIs that are being removed from the store's assortment. • If you do not want to reorder the item or cannot reorder through a recommended vendor, set up the item as NRI.
SSI	• Store Supported Item (SSI). • SSI is a <u>non-recommended item</u> from a <u>recommended vendor</u>. • Request SSIs for items you plan to reorder and include in your on-going permanent product assortment (do not include pre-books, trade show items, and deleted items). • Exceptions include proprietary, fresh food, and in-and-out items. Proprietary and fresh food items require additional approvals to be added to stores product assortment. • Key benefit: SSIs receive full system support that RIs receive.