

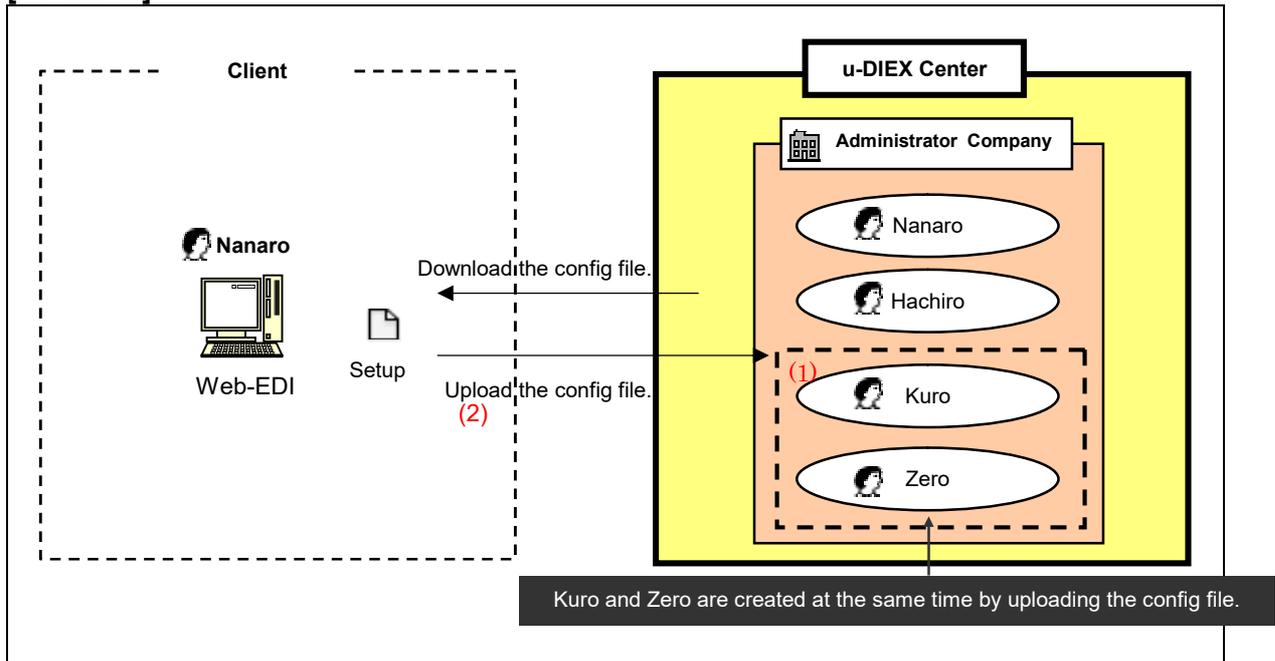
7.2.11 Batch registration

[Function explanation]

[Function outline]

Registers two or more organizations, users or processes in logon user's company at the same time.

[Overview]



*This overview indicates the following process: Nanaro, a Company administrator registers Kuro and Zero in the same company at the same time.

[Main functions]

(1) Batch registration

Organization, user and process within the company that logon user belongs can be registered (created, modified, deleted) at the same time.

(2) Config file

Specifies organization, user or process for the config file. This file can be registered at the same time by uploading to u-DIEX.

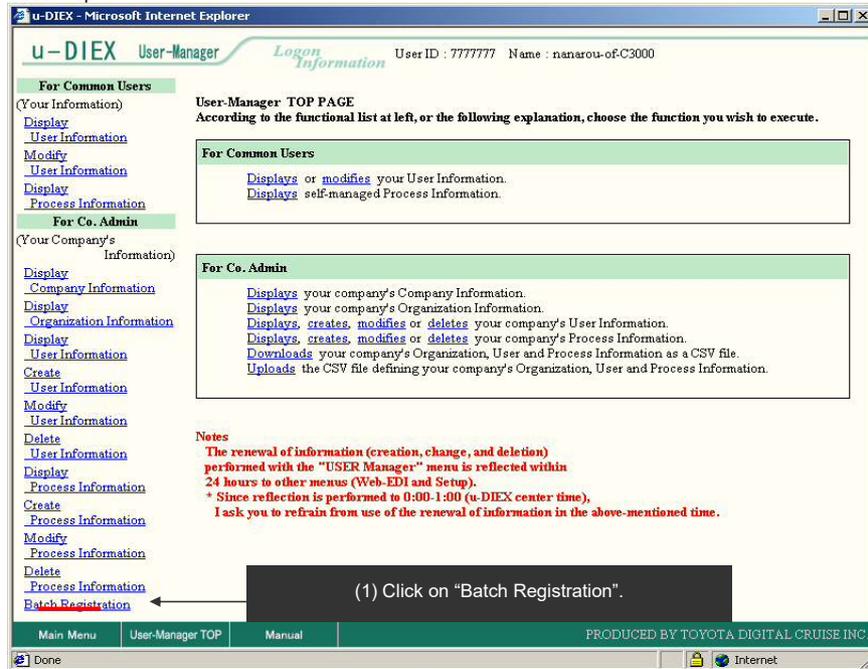
[Operating explanation with the screens]

Explains the procedure for batch registration in the overview by using Web-EDI screen.

-Download the batch registration config file.

(1) Click on “Batch Registration” for Co. Admin.

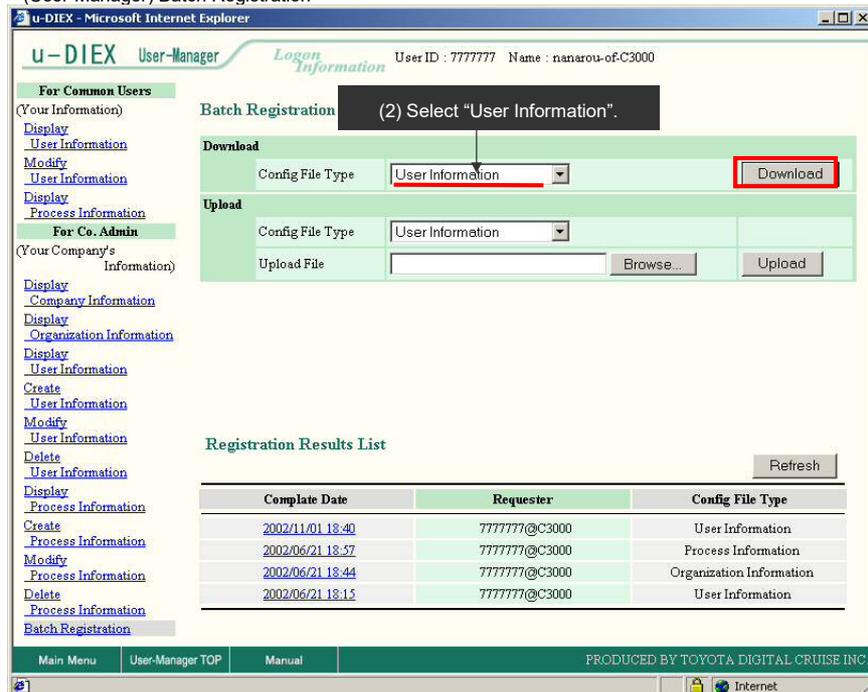
<User Top>



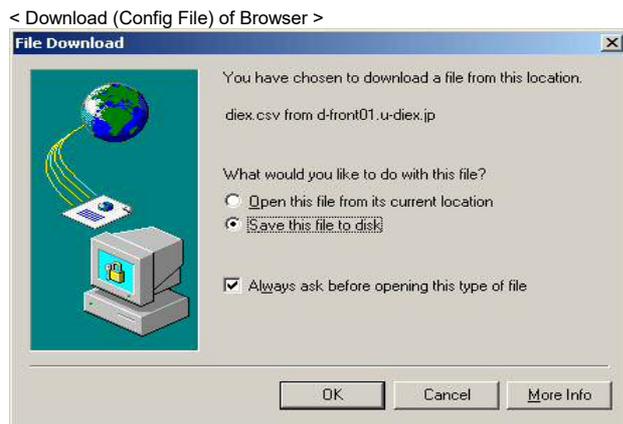
(2) Select Download Config File type.

(3) Click “Download” button.

< (User-Manager) Batch Registration >



(4) Click "OK" button to download the config file for user information.



(4) Click "OK" button.

(5) Specify the Download destination for the config file.

(6) Click "Save" button.

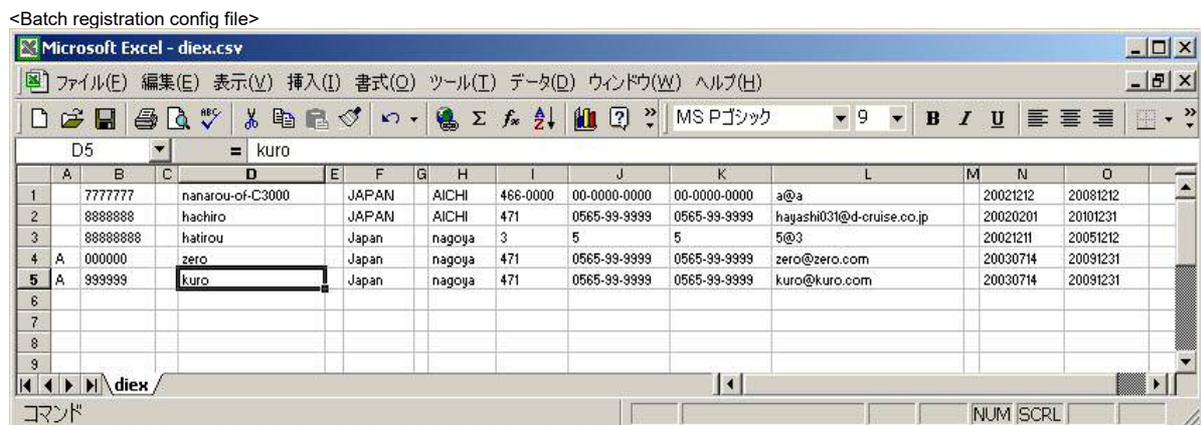


(5) Specify the Download destination.

(6) Click "Save" button.

-Editing the batch registration config file.

(1) Edit the config file for user information.

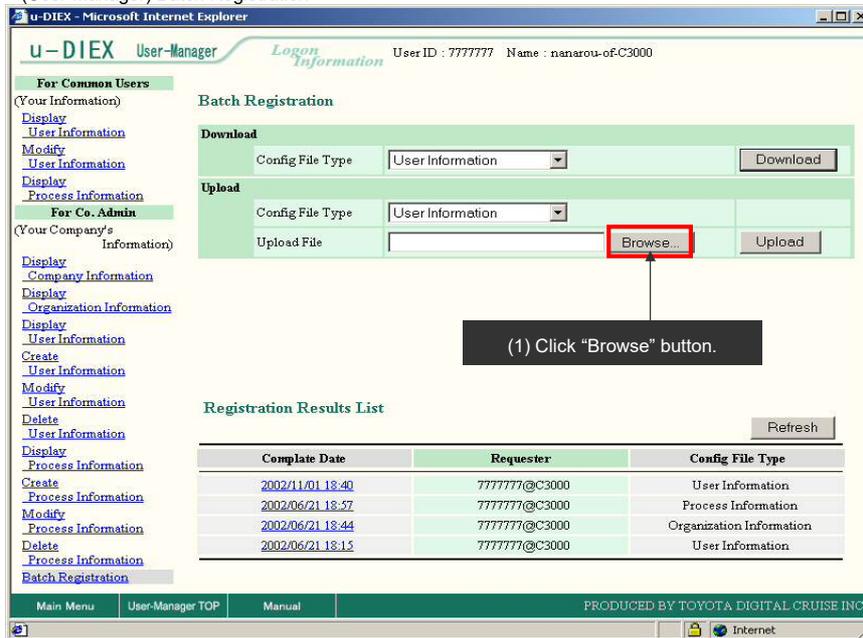


(1) Edit the batch registration config file.
(See online manual for the method of editing the config file.)

-Upload the batch registration config file.

(1) Click "Browse" button for "Upload File".

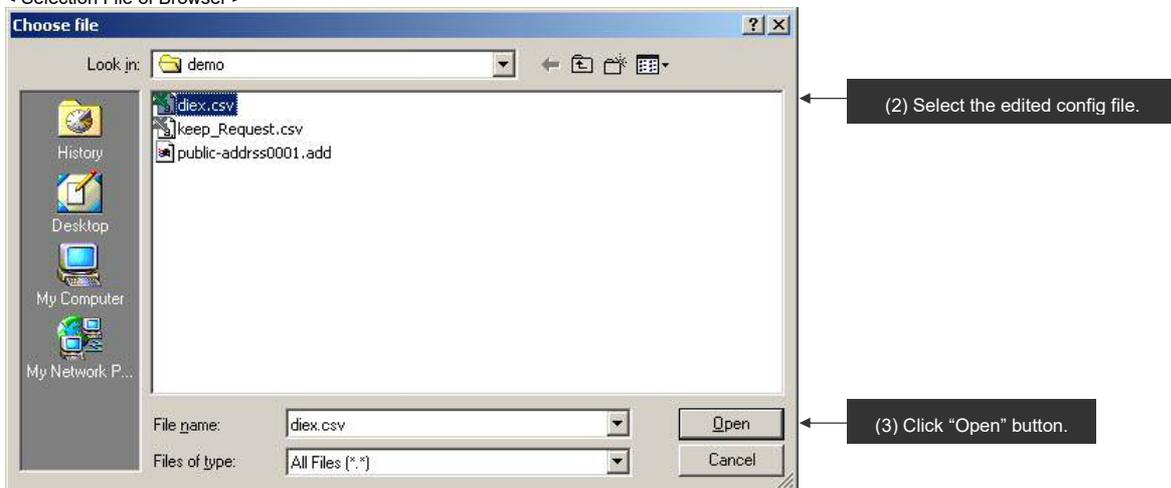
< (User-Manager) Batch Registration >



(2) Select the config file being uploaded.

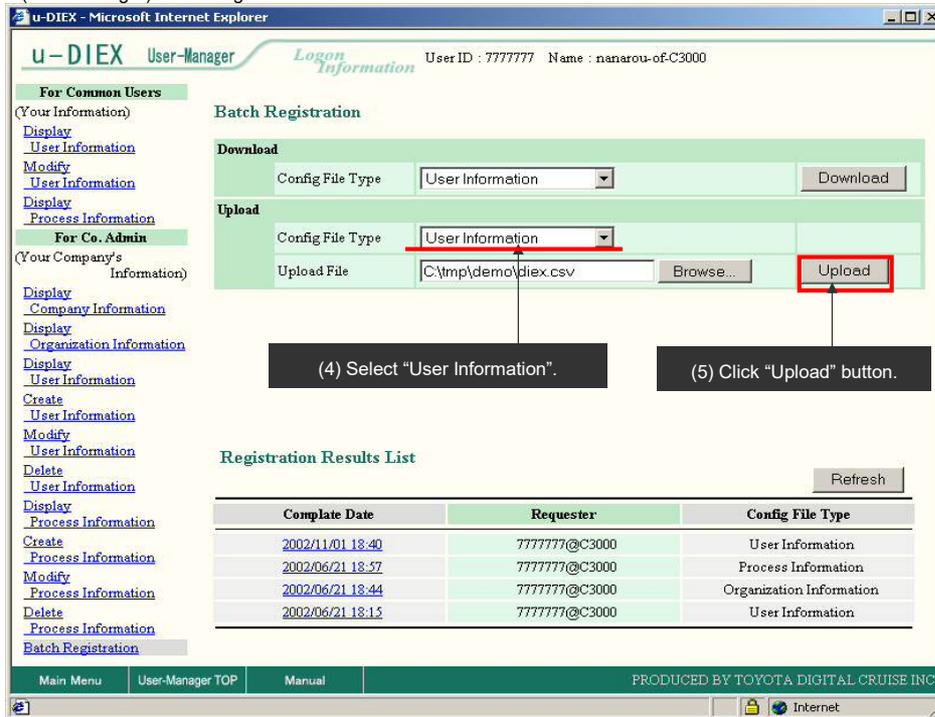
(3) Click "Open" button.

< Selection File of Browser >



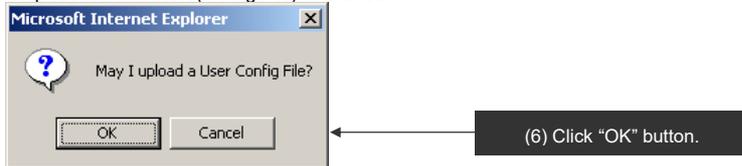
- (4) Select "User Information" for Upload Config File type.
- (5) Click "Upload" button.

< (User-Manager) Batch Registration >



- (6) Click "OK" button to upload the config file.

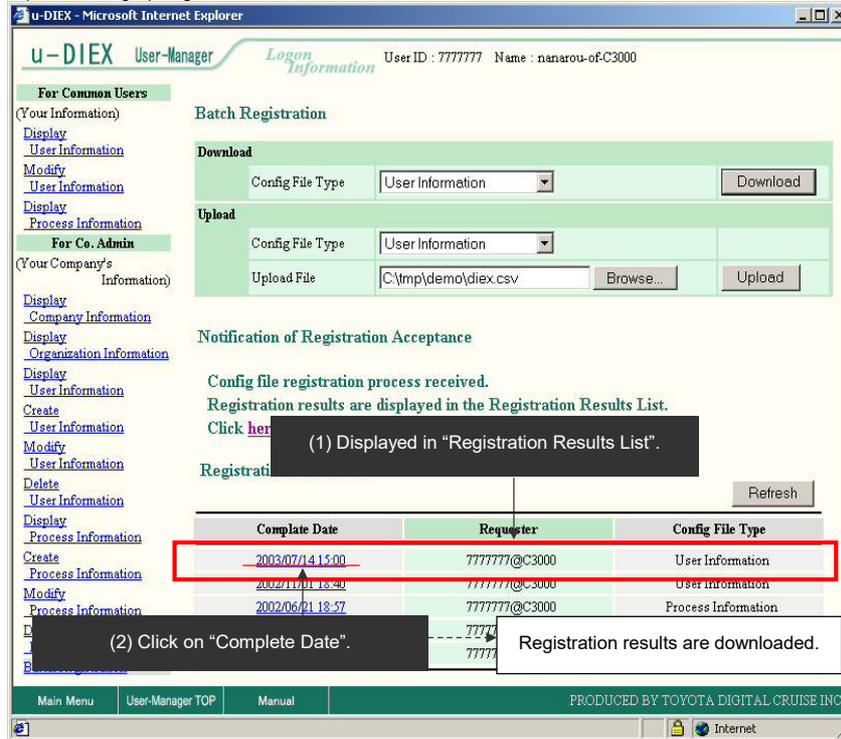
< Upload Confirmation (Config File) of Browser >



-Registration confirmation of the batch registration config file.

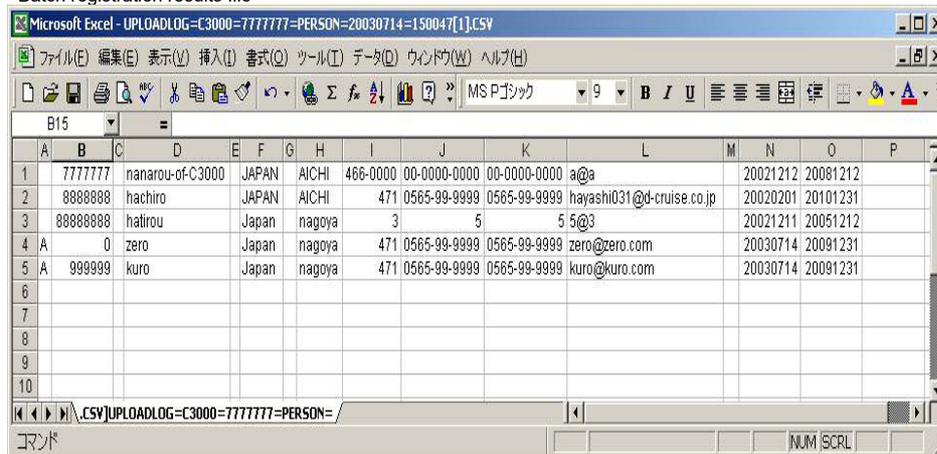
- (1) After registration of the config file for user information has been accepted, the results are displayed in "Registration Results List".
- (2) Click on "Complete Date".

< (User-Manager) Registration Results List >



- (3) Confirm that registration has been completed normally by the downloaded registration results file.

<Batch registration results file>



See online manual for the method of confirming normal completion, error etc.