Scanco Manufacturing Efficiency 2020.4

Installation Guide

Scanco Manufacturing Efficiency Version 6.2041

Sage 100 Version 6.20.4.0

December 2021

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Contents

Introduction to Scanco Manufacturing Efficiency

Scanco Manufacturing Efficiency Installation Guide

About this Guide

This guide provides the information necessary for installing Scanco Manufacturing Efficiency.

Important Information

Read this guide completely before installing Scanco Manufacturing Efficiency version 6.2041. The Scanco Manufacturing Efficiency 6.2041 installation includes Scanco Manufacturing Efficiency and Sage 100 Standard, Advanced or Premium modified programs. Before installing Scanco Manufacturing Efficiency 6.2041, install and register Sage 100 Standard, Sage 100 Advanced or Sage 100 Premium 2020 with Product Update 4. When Scanco Multi-Bin is to be used with Scanco Manufacturing Efficiency, install Scanco Multi-Bin before installing Scanco Manufacturing Efficiency.

Refer to the Sage 100 Installation and System Administrator's Guide for information on installing Sage 100 Standard, Sage 100 Advanced or Sage 100 Premium and Sage 100 2020 Product Update 4.

Please refer to the Scanco Multi-Bin Installation guide for information on installing Scanco Multi-Bin. Scanco Multi-Bin must be installed before installing Scanco Manufacturing Efficiency to utilized Scanco Manufacturing Efficiency features.

Parallel Test Environment

Install Scanco Manufacturing Efficiency 6.2041 into a parallel test Sage 100 environment. Performing a test upgrade or a test new install allows you to resolve issues that may occur during the live upgrade or live new install, reducing downtime and allows you to get a rough estimate of how long the upgrade process will take. Refer to the Sage Knowledgebase article ID 101266 for more information. As not noted in the Sage Knowledgebase article before step 20, third party products must be re-installed after a migration.

Third Party Products

Scanco Manufacturing Efficiency 6.2041 may not be compatible with non-Scanco third party products. If third-party products that integrate with your Sage product are used, check with the vendor of the third-party product to ensure that the third-party product is fully compatible with this release. If other Sage products are integrated, check with your business partner or Sage to ensure that these components are compatible.

Installation Order with Scanco Multi-Bin

The order of installation for Scanco Manufacturing Efficiency when Scanco Multi-Bin is used with Scanco Manufacturing Efficiency is as follows.

1. Sage 100
2. Scanco Multi-Bin
3. Scanco Manufacturing Efficiency

⚠ **Warning:** When Scanco Manufacturing Efficiency exists in Sage 100 and Scanco Multi-Bin is added to Sage 100, Scanco Manufacturing Efficiency must be reinstalled after installing Scanco Multi-Bin. Refer to the Upgrading Sage 100 and Scanco Manufacturing Efficiency with a New Install of Scanco Multi-Bin checklist on page 11.

Sage Production Management and Sage Operations Management

Scanco Manufacturing Efficiency does not integrate with Sage Production Management or Sage Operations Management.

Required Sage 100 Modules

The following Sage 100 modules are required to be installed and activated to use Scanco Manufacturing Efficiency.

- Library Master
- Common Information
- General Ledger

- Inventory Management
- Work Order
- Sales Order when using Make to Order
- Purchase Order when using Auto Generate Purchase Orders

Need Assistance?

Please contact Scanco Support at support@scanco.com for assistance with Scanco Manufacturing Efficiency.

Scanco Manufacturing Efficiency Pre-Installation Checklist

Complete the following pre-installation checklist prior to installing Scanco Manufacturing Efficiency 6.2041 to ensure a successful installation.

☐ Do *not* install Scanco Manufacturing Efficiency 6.2041 or Scanco Manufacturing Efficiency 6.2041 for Scanco Multi-Bin when custom modifications exist on Sage modified modules or Scanco products. Custom modifications must be retrofitted to the current Sage 100 version. Please contact your Sage partner or Scanco for information on how to obtain a quote for custom modifications to be retrofitted to Sage 100 2020 with Scanco Manufacturing Efficiency 6.2041.

☐ Do *not* install Scanco Manufacturing Efficiency 6.2041 or Scanco Manufacturing Efficiency 6.2041 for Scanco Multi-Bin when extended solutions or third-party products are installed on the Sage 100 system. Please contact your Sage partner or the Scanco Support department at support@scanco.com for information on evaluating extended solutions or third-party software.

☐ Before installing Scanco Manufacturing Efficiency 6.2041 or Scanco Manufacturing Efficiency 6.2041 for Scanco Multi-Bin, ensure that all transactions in Work Order Transaction Entry have been updated or cleared.

☐ Confirm that the Sage 100 installed version is 6.20.4.0 for the Sage 100 Standard, Sage 100 Advanced or Sage 100 Premium system. Access Help menu > About Sage to review the currently installed Sage 100 version. To review additional information on the currently installed Sage 100 system in the Sage 100 System Information window, select File menu > Run. Type *info in the Program field. Select the OK button.

☐ Backup the entire Sage 100 Standard, Sage 100 Advanced or Sage 100 Premium system, including programs and data files, after all data entry files are updated, and before installing Scanco Manufacturing Efficiency 6.2041.

☐ Download the Scanco Manufacturing Efficiency 6.2041 or Scanco Manufacturing Efficiency 6.2041 for Scanco Multi-Bin installation file and specify registration information from the Scanco Downloads page https://scanco.com/scanco-downloads/.

⚠ **Warning:** A new registration file must be requested and activated

1. For a new installation of Scanco Manufacturing Efficiency,

2. When a module or add on was recently purchased or previously not activated,

3. When the user count changes,

4. When migrating from a lower version, for example 2018.3 version 6.00.3.0 to 2020.4 version 6.20.4.0, or

5. When the subscription plan has expired or was modified.

A new registration file is not required for service releases or product updates when a registration file was previously activated. For example, a new registration file is not required when upgrading from 2020.2 version 6.20.2.0 to 2020.4 version 6.20.4.0 and the purchased products, user count, and subscription plan have not changed. Refer to How to Obtain Scanco Manufacturing Efficiency Registration on page 18.

Scanco Manufacturing Efficiency Installation Checklists

New Installation of Sage 100 with Scanco Manufacturing Efficiency

- ☐ Complete the Scanco Manufacturing Efficiency 6.2041 pre-installation checklist. Refer to the Scanco Manufacturing Efficiency Pre-Installation Checklist on page 5.

- ☐ Install Sage 100 2020. Refer to the Sage 100 2020 Installation and System Administrator's Guide.

- ☐ Install Product Update 4 for Sage 100 2020. Refer to the Sage 100 2020 Customer Upgrade Guide, the Sage 100 2020 Upgrade Checklist, and Sage Support for information on installing Sage Product Updates.

- ☐ Run the Sage 100 workstation setup process on all applicable workstations. Refer to the Sage 100 2020 Installation and System Administrator's Guide.

- ☐ Install Scanco Manufacturing Efficiency 6.2041. Refer to the Installing Scanco Manufacturing Efficiency section on page 12.

- ☐ If hot fixes are available on the Scanco Downloads page for Scanco Manufacturing Efficiency version 6.2041, install Scanco Manufacturing Efficiency 6.2041 hot fixes. Refer to the Scanco Manufacturing Efficiency Hot Fixes section on page 17.

- ☐ Define role security for Scanco Manufacturing Efficiency and Scanco Product Registration from Library Master Main menu > Role Maintenance.

- ☐ Activate Scanco Manufacturing Efficiency 6.2041 from Library Master Setup menu > Scanco Product Registration. Refer to the How to Register Scanco Manufacturing Efficiency section on page 18.

- ☐ Create and set up company data files for required and optional Sage 100 modules. Refer to the Sage 100 2020 Installation and System Administrator's Guide or Sage 100 Online help. A list of require Sage 100 modules are located on page 4.

- ☐ Create Scanco Manufacturing Efficiency data files by selecting the Prepare button from Library Master Setup menu > Scanco Product Registration. Refer to the Scanco Prepare Data Utility section on page 20.

    ⚠ **Warning**: This step must be completed for all companies including companies where Scanco Manufacturing Efficiency is not activated. The Prepare Data process ensure that data dictionaries are properly merged.

- ☐ Set up Scanco Manufacturing Efficiency by access the WOEP Options tab in Work Order Options.

New Installation of Sage 100 with Scanco Multi-Bin and Manufacturing Efficiency

- ☐ Complete the Scanco Manufacturing Efficiency 6.2041 pre-installation checklist. Refer to the Scanco Manufacturing Efficiency Pre-Installation Checklist on page 5.

- ☐ Install Sage 100 2020. Refer to the Sage 100 2020 Installation and System Administrator's Guide.

- ☐ Install Product Update 4 for Sage 100 2020. Refer to the Sage 100 2020 Customer Upgrade Guide, the Sage 100 2020 Upgrade Checklist, and Sage Support for information on installing Sage Product Updates.

- ☐ Run the Sage 100 workstation setup process on all applicable workstations. Refer to the Sage 100 2020 Installation and System Administrator's Guide.

- ☐ Install Scanco Multi-Bin 6.2041. Refer to the Scanco Multi-Bin Installation Guide.

- ☐ If hot fixes are available on the Scanco Downloads page for Scanco Multi-Bin 2020.0 version 6.2041, download and install the hot fixes. Refer to the Scanco Multi-Bin Installation Guide.

- ☐ Install Scanco Manufacturing Efficiency 6.2041 for Scanco Multi-Bin. Refer to the Installing Scanco Manufacturing Efficiency section on page 12.

    ⚠ **Warning:** Scanco Manufacturing Efficiency must be installed after installing Scanco Multi-Bin to successfully integrate the two Scanco products.

- If hot fixes are available on the Scanco Downloads page for Scanco Manufacturing Efficiency 6.2041 for Scanco Multi-Bin, install Scanco Manufacturing Efficiency 6.2041 for Scanco Multi-Bin 6.2041 hot fixes. Refer to the Scanco Manufacturing Efficiency Hot Fixes section on page 17.

- Define role security for Scanco Multi-Bin, Scanco Manufacturing Efficiency, and Scanco Product Registration from Library Master Main menu > Role Maintenance.

- Activate Scanco Multi-Bin and Scanco Manufacturing Efficiency from Library Master Setup menu > Scanco Product Registration. Refer to the How to Register Scanco Manufacturing Efficiency section on page 18.

- Activate the required and optional Sage 100 modules from Library Master Main menu > Company Information. Refer to the Sage 100 2020 Installation and System Administrator's Guide or Sage 100 Online help.

- Create and set up company data files for required and optional Sage 100 modules. Refer to the Sage 100 2020 Installation and System Administrator's Guide or Sage 100 Online help. A list of require Sage 100 modules are located on page 4.

- Run the Sage data conversion process from Library Master Main menu > Company Maintenance. Refer to the Scanco Multi-Bin Installation Guide. Refer to the Sage Data Conversion Utility section on page 19.

- Create Scanco Multi-Bin and Scanco Manufacturing Efficiency data files by selecting the Prepare button from Library Master Setup menu > Scanco Product Registration. Refer to the Scanco Prepare Data Utility section on page 20.

  ⚠ **Warning**: This step must be completed for all companies including companies where Scanco Multi-Bin and Scanco Manufacturing Efficiency are not activated. The Prepare Data process ensure that data dictionaries are properly merged.

- Set up Scanco Multi-Bin from Inventory Management Setup menu > Scanco Multi-Bin Warehouse Mgmt Options.

- Set up Scanco Manufacturing Efficiency by access the WOEP Options tab in Work Order Options.

Upgrading Sage 100 with a New Installation of Scanco Manufacturing Efficiency

- Complete the Scanco Manufacturing Efficiency 6.2041 pre-installation checklist. Refer to the Scanco Manufacturing Efficiency Pre-Installation Checklist on page 5.

- Create a backup of the MAS90 folder. Creating a backup now will save time to revert to the folder's original state, if needed.

- Conduct a parallel installation of Sage 100 2020 when upgrading Sage 100 from version 2020 or lower. Refer to the Sage 100 2020 Customer Upgrade Guide and the Sage 100 2020 Upgrade Checklist.

- Install Sage 100 2020 Product Update 4. Refer to the Sage 100 2020 Customer Upgrade Guide, the Sage 100 2020 Upgrade Checklist, and Sage Support for information on installing Sage Product Updates.

- Run the Sage 100 workstation setup process on all applicable workstations, when applicable. Refer to the Sage 100 2020 Installation and System Administrator's Guide.

- Migrate and convert Sage 100 data to 2020 version 6.20.4.0 when upgrading Sage 100 from a version lower than 2020. Refer to the Sage 100 2020 Installation and System Administrator's Guide.

- Install Scanco Manufacturing Efficiency 6.2041. Refer to the Installing Scanco Manufacturing Efficiency section on page 12.

- If hot fixes are available on the Scanco Downloads page for Scanco Manufacturing Efficiency version 6.2041, install Scanco Manufacturing Efficiency 6.2041 hot fixes. Refer to the Scanco Manufacturing Efficiency Hot Fixes section on page 17.

- Back up all company data files before conducting the company conversion process.

- Define role security for Scanco Manufacturing Efficiency and Scanco Product Registration from Library Master Main menu > Role Maintenance.

- Activated Scanco Manufacturing Efficiency 6.2041 from Library Master Setup menu > Scanco Product Registration. Refer to the How to Register Scanco Manufacturing Efficiency section on page 18.

- Activate the required and optional Sage 100 modules, if not already activated from Library Master Main menu > Company Information. Refer to the Sage 100 2020 Installation and System Administrator's Guide or Sage 100 Online help. A list of require Sage 100 modules are located on page 4.

- Create and set up company data files for required and optional Sage 100 modules. Refer to the Sage 100 2020 Installation and System Administrator's Guide or Sage 100 Online help.

- Create Scanco Manufacturing Efficiency data files by selecting the Prepare button from Library Master Setup menu > Scanco Product Registration. Refer to the Scanco Prepare Data Utility section on page 20.

  ⚠ **Warning**: This step must be completed for all companies including companies where Scanco Manufacturing Efficiency is not activated. The Prepare Data process ensure that data dictionaries are properly merged.

- Access the Custom Office Utilities menu and run the update customized panels by selecting Custom Office Utilities menu > Update Customized Panels to Current Level. Review the placement of all user-defined fields. Refer to the Update Custom Panels to Current Level on page 21 or the Sage 100 2020 Customer Upgrade Guide and Sage 100 2020 Upgrade Checklist.

- Reset all grids.

- Review migrated data in all Sage 100 modules and companies.

- Set up Scanco Manufacturing Efficiency by access the WOEP Options tab in Work Order Options.

Upgrading Sage 100 and Scanco Manufacturing Efficiency

- Complete the Scanco Manufacturing Efficiency 6.2041 pre-installation checklist. Refer to the Scanco Manufacturing Efficiency Pre-Installation Checklist on page 5.

- Create a backup of the MAS90 folder. Creating a backup now will save time to revert to the folder's original state, if needed.

- Conduct a parallel installation of Sage 100 2020 when upgrading from version 2019 or 2020. Refer to the Sage 100 2020 Customer Upgrade Guide and the Sage 100 2020 Upgrade Checklist.

- Install Sage 100 2020 Product Update 4. Refer to the Sage 100 2020 Customer Upgrade Guide, the Sage 100 2020 Upgrade Checklist, and Sage Support for information on installing Sage Product Updates.

- Run the Sage 100 workstation setup process on all applicable workstations. Refer to the Sage 100 2020 Installation and System Administrator's Guide.

- Install Scanco Manufacturing Efficiency 6.2041. Refer to the Installing Scanco Manufacturing Efficiency section on page 12.

- Migrate data following the Sage 100 parallel migration process. Refer to the Sage 100 2020 Customer Upgrade Guide and the Sage 100 2020 Upgrade Checklist.

- Reinstall Scanco Manufacturing Efficiency 6.2041. Refer to the Installing Scanco Manufacturing Efficiency section on page 12.

- If hot fixes are available on the Scanco Downloads page for Scanco Manufacturing Efficiency version 6.2041, install Scanco Manufacturing Efficiency 6.2041 hot fixes. Refer to the Scanco Manufacturing Efficiency Hot Fixes section on page 17.

- Back up all company data files before proceeding to the company conversion process.

- Activated Scanco Manufacturing Efficiency 6.2041 from Library Master Setup menu > Scanco Product Registration. Refer to the How to Register Scanco Manufacturing Efficiency section on page 18.

- Run the data conversion process from Library Master Main menu > Company Information. Refer to the Sage Data Conversion Utility section on page 19.

- Prepare Scanco Manufacturing Efficiency data files by selecting the Prepare button from Library Master Setup menu > Scanco Product Registration. Refer to the Scanco Prepare Data Utility section on page 20.

> ⚠️ **Warning**: This step must be completed for all companies including companies where Scanco Manufacturing Efficiency is not activated. The Prepare Data process ensure that data dictionaries are properly merged.

☐ If not previously conducted during the company conversion process from Company Information, access the Custom Office Utilities menu and run the update customized panels by selecting Custom Office Utilities menu > Update Customized Panels to Current Level. Review the placement of all user-defined fields. Refer to the Update Custom Panels to Current Level on page 21 or the Sage 100 2020 Customer Upgrade Guide and Sage 100 2020 Upgrade Checklist.

☐ Reset all grids.

☐ Review migrated data in all Sage 100 modules.

Upgrading Sage 100, Scanco Multi-Bin, and Scanco Manufacturing Efficiency

☐ Complete the Scanco Manufacturing Efficiency 6.2041 pre-installation checklist. Refer to the Scanco Manufacturing Efficiency Pre-Installation Checklist on page 5.

☐ Create a backup of the MAS90 folder. Creating a backup now will save time to revert to the folder's original state, if needed.

☐ Conduct a parallel installation of Sage 100 2020 when upgrading from version 2019 or 2020. Refer to the Sage 100 2020 Customer Upgrade Guide and the Sage 100 2020 Upgrade Checklist.

☐ Install Sage 100 2020 Product Update 4. Refer to the Sage 100 2020 Customer Upgrade Guide, the Sage 100 2020 Upgrade Checklist, and Sage Support for information on installing Sage Product Updates.

☐ Run the Sage 100 workstation setup process on all applicable workstations. Refer to the Sage 100 2020 Installation and System Administrator's Guide.

☐ Install Scanco Multi-Bin 6.2041. Refer to the Scanco Multi-Bin Installation Guide.

☐ Install Scanco Manufacturing Efficiency 6.2041 for Scanco Multi-Bin. Refer to the Installing Scanco Manufacturing Efficiency section on page 12.

☐ Migrate data following the Sage 100 parallel migration process. Refer to the Sage 100 2020 Customer Upgrade Guide and the Sage 100 2020 Upgrade Checklist.

☐ Reinstall Scanco Multi-Bin 6.2041. Refer to the Scanco Multi-Bin Installation Guide.

☐ If hot fixes are available on the Scanco Downloads page for Scanco Multi-Bin 2020.4 version 6.2041, download and install the hot fixes. Refer to the Scanco Multi-Bin Installation Guide.

☐ Reinstall Scanco Manufacturing Efficiency 6.2041 for Scanco Multi-Bin. Refer to the Installing Scanco Manufacturing Efficiency section on page 12.

☐ If hot fixes are available on the Scanco Downloads page for Scanco Manufacturing Efficiency for Scanco Multi-Bin version 6.2041, install Scanco Manufacturing Efficiency for Scanco Multi-Bin 6.2041 hot fixes. Refer to the Scanco Manufacturing Efficiency Hot Fixes section on page 17.

☐ Back up all company data files before proceeding to the company conversion process.

☐ Activated Scanco Multi-Bin 6.2041 and Scanco Manufacturing Efficiency 6.2041 from Library Master Setup menu > Scanco Product Registration. Refer to the How to Register Scanco Manufacturing Efficiency section on page 18.

☐ Run the Sage data conversion process from Library Master Main menu > Company Maintenance. Refer to the Sage Data Conversion Utility section on page 19.

☐ Prepare Scanco Multi-Bin and Scanco Manufacturing Efficiency data files by selecting the Prepare button from Library Master Setup menu > Scanco Product Registration. Refer to the Scanco Prepare Data Utility section on page 20.

⚠ **Warning**: This step must be completed for all companies including companies where Scanco Multi-Bin and Scanco Manufacturing Efficiency are not activated. The Prepare Data process ensure that data dictionaries are properly merged.

❑ When migrating Scanco Multi-Bin from 2018 or lower, review the Scanco Multi-Bin Conversion Audit Report and run the Scanco Multi-Bin Purge Old Data process. Refer to the Scanco Multi-Bin Installation Guide.

⚠ **Warning**: Scanco Multi-Bin data files were restructured starting in version 2019. The Scanco Multi-Bin Conversion creates and populates the new 140_MB data files and fields. The Old Data Purge completely removes the old 404 data files and fields. Any Scanco Multi-Bin Custom Crystal Reports referencing 404 data files and fields must be manually updated by a Sage Partner or internal Crystal Reports specialist. A conversion utility to automate this process is not currently available. Refer to the Scanco Multi-Bin Installation Guide.

❑ If not previously conducted during the company conversion process from Company Information, access the Custom Office Utilities menu and run the update customized panels by selecting Custom Office Utilities menu > Update Customized Panels to Current Level. Review the placement of all user-defined fields. Refer to the Update Custom Panels to Current Level on page 21 or the Sage 100 2020 Customer Upgrade Guide and Sage 100 2020 Upgrade Checklist.

❑ Reset all grids.

❑ Review and confirm migrated data in all Sage 100 modules, Scanco Multi-Bin, and Scanco Manufacturing Efficiency.

Upgrading Sage 100 and Scanco Multi-Bin with a New Install of Scanco Manufacturing Efficiency

❑ Complete the Scanco Manufacturing Efficiency 6.2041 pre-installation checklist. Refer to the Scanco Manufacturing Efficiency Pre-Installation Checklist on page 5.

❑ Create a backup of the MAS90 folder. Creating a backup now will save time to revert to the folder's original state, if needed.

❑ Conduct a parallel installation of Sage 100 2020 when upgrading from version 2019 or 2020. Refer to the Sage 100 2020 Customer Upgrade Guide and the Sage 100 2020 Upgrade Checklist.

❑ Install Sage 100 2020 Product Update 4. Refer to the Sage 100 2020 Customer Upgrade Guide, the Sage 100 2020 Upgrade Checklist, and Sage Support for information on installing Sage Product Updates.

❑ Run the Sage 100 workstation setup process on all applicable workstations. Refer to the Sage 100 2020 Installation and System Administrator's Guide.

❑ Install Scanco Multi-Bin 6.2041. Refer to the Scanco Multi-Bin Installation Guide.

❑ Migrate data following the Sage 100 parallel migration process. Refer to the Sage 100 2020 Customer Upgrade Guide and the Sage 100 2020 Upgrade Checklist.

❑ Reinstall Scanco Multi-Bin 6.2041. Refer to the Scanco Multi-Bin Installation Guide.

❑ If hot fixes are available on the Scanco Downloads page for Scanco Multi-Bin 2020.4 version 6.2041, download and install the hot fixes. Refer to the Scanco Multi-Bin Installation Guide.

❑ Complete the Scanco Multi-Bin upgrade process. Refer to the Scanco Multi-Bin Installation Guide.

❑ After the migration to 2020.4 has been completed and the migrated data has been verified according to the instructions in the Scanco Multi-Bin Installation Guide, complete the Scanco Manufacturing Efficiency 6.2041 pre-installation checklist.

❑ Create a backup of the MAS90 folder. Creating a backup now will save time to revert to the folder's original state, if needed.

❑ Install Scanco Manufacturing Efficiency 6.2041. Refer to the Installing Scanco Manufacturing Efficiency section on page 12.

- If hot fixes are available on the Scanco Downloads page for Scanco Manufacturing Efficiency version 6.2041, install Scanco Manufacturing Efficiency 6.2041 hot fixes. Refer to the Scanco Manufacturing Efficiency Hot Fixes section on page 17.

- Define role security for Scanco Manufacturing Efficiency and Scanco Product Registration from Library Master Main menu > Role Maintenance.

- Activated Scanco Manufacturing Efficiency 6.2041 from Library Master Setup menu > Scanco Product Registration. Refer to the How to Register Scanco Manufacturing Efficiency section on page 18.

- Run the Sage data conversion process from Library Master Main menu > Company Maintenance. Refer to the Sage Data Conversion Utility section on page 19.

- If not previously conducted, activate the required and optional Sage 100 modules from Library Master Main menu > Company Information. Refer to the Sage 100 2020 Installation and System Administrator's Guide or Sage 100 Online help.

- If not previously conducted, create and set up company data files for required and optional Sage 100 modules. Refer to the Sage 100 2020 Installation and System Administrator's Guide or Sage 100 Online help. A list of require Sage 100 modules are located on page 4.

- Prepare Scanco Multi-Bin and Scanco Manufacturing Efficiency data files by selecting the Prepare button from Library Master Setup menu > Scanco Product Registration. Refer to the Scanco Prepare Data Utility section on page 20.

  ⚠ **Warning**: This step must be completed for all companies including companies where Scanco Multi-Bin and Scanco Manufacturing Efficiency are not activated. The Prepare Data process ensure that data dictionaries are properly merged.

- When migrating Scanco Multi-Bin from 2018 or lower, review the Scanco Multi-Bin Conversion Audit Report and run Scanco Multi-Bin Purge Old Data process. Refer to the Scanco Multi-Bin Installation Guide.

  ⚠ **Warning**: Scanco Multi-Bin data files were restructured starting in version 2019. The Scanco Multi-Bin Conversion creates and populates the new 140_MB data files and fields. The Old Data Purge completely removes the old 404 data files and fields. Any Scanco Multi-Bin Custom Crystal Reports referencing 404 data files and fields must be manually updated by a Sage Partner or internal Crystal Reports specialist. A conversion utility to automate this process is not currently available. Refer to the Scanco Multi-Bin Installation Guide.

- If not previously conducted during the company conversion process from Company Information, access the Custom Office Utilities menu and run the update customized panels by selecting Custom Office Utilities menu > Update Customized Panels to Current Level. Review the placement of all user-defined fields. Refer to the Update Custom Panels to Current Level on page 21 or the Sage 100 2020 Customer Upgrade Guide and Sage 100 2020 Upgrade Checklist.

- Reset all grids.

- Review and confirm migrated data in all Sage 100 modules and Scanco Multi-Bin.

- Set up Scanco Manufacturing Efficiency by access the WOEP Options tab in Work Order Options.

Upgrading Sage 100 and Scanco Manufacturing Efficiency with a New Install of Scanco Multi-Bin

- Complete the Scanco Manufacturing Efficiency 6.2041 pre-installation checklist. Refer to the Scanco Manufacturing Efficiency Pre-Installation Checklist on page 5.

- Create a backup of the MAS90 folder. Creating a backup now will save time to revert to the folder's original state, if needed.

- Conduct the upgrade process for Sage 100 and Scanco Manufacturing Efficiency.

- After Sage 100 and Scanco Manufacturing Efficiency are successfully upgraded, install Scanco Multi-Bin 2020.4 version 6.2041. Follow the New Installation of Sage 100 with Scanco Multi-Bin checklist found in the Scanco Multi-Bin Installation Guide.

- After installing Scanco Multi-Bin, reinstall Scanco Manufacturing Efficiency.

⚠️ **Warning:** Scanco Manufacturing Efficiency must be reinstalled after adding Scanco Multi-Bin when Scanco Manufacturing Efficiency existed in Sage 100 prior to the upgrade.

☐ If hot fixes are available on the Scanco Downloads page for Scanco Manufacturing Efficiency version 6.2041, install Scanco Manufacturing Efficiency 6.2041 hot fixes. Refer to the Scanco Manufacturing Efficiency Hot Fixes section on page 17.

☐ Define role security for Scanco Manufacturing Efficiency and Scanco Product Registration from Library Master Main menu > Role Maintenance.

☐ Activated Scanco Manufacturing Efficiency 6.2041 from Library Master Setup menu > Scanco Product Registration. Refer to the How to Register Scanco Manufacturing Efficiency section on page 18.

☐ Run the Sage data conversion process from Library Master Main menu > Company Maintenance. Refer to the Sage Data Conversion Utility section on page 19.

☐ If not previously conducted, activate the required and optional Sage 100 modules from Library Master Main menu > Company Information. Refer to the Sage 100 2020 Installation and System Administrator's Guide or Sage 100 Online help.

☐ If not previously conducted, create and set up company data files for required and optional Sage 100 modules. Refer to the Sage 100 2020 Installation and System Administrator's Guide or Sage 100 Online help. A list of required modules for Scanco Multi-Bin is located in the Scanco Multi-Bin Installation Guide.

☐ Prepare Scanco Multi-Bin and Scanco Manufacturing Efficiency data files by selecting the Prepare button from Library Master Setup menu > Scanco Product Registration. Refer to the Scanco Prepare Data Utility section on page 20.

⚠️ **Warning**: This step must be completed for all companies including companies where Scanco Multi-Bin and Scanco Manufacturing Efficiency are not activated. The Prepare Data process ensure that data dictionaries are properly merged.

☐ If not previously conducted during the company conversion process from Company Information, access the Custom Office Utilities menu and run the update customized panels by selecting Custom Office Utilities menu > Update Customized Panels to Current Level. Review the placement of all user-defined fields. Refer to the Update Custom Panels to Current Level on page 21 or the Sage 100 2020 Customer Upgrade Guide and Sage 100 2020 Upgrade Checklist.

☐ Reset all grids.

☐ Review and confirm migrated data in all Sage 100 modules and Scanco Manufacturing Efficiency.

☐ Set up Scanco Multi-Bin from Inventory Management Setup menu > Scanco Multi-Bin Warehouse Mgmt Options.
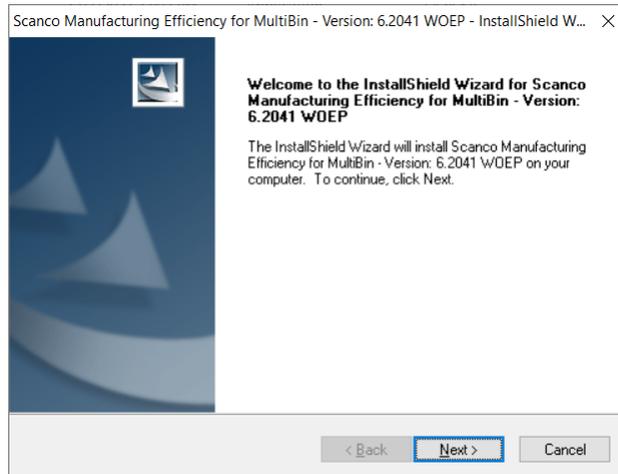
Installing Scanco Manufacturing Efficiency

Conduct the following steps after Sage 100 2020 with Product Update 4 is installed successfully.

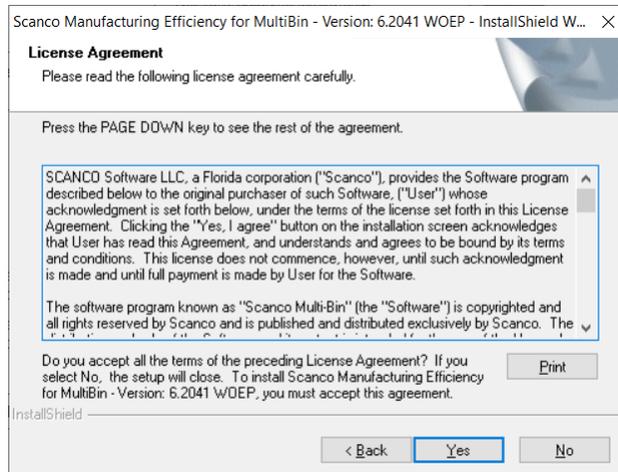## How to Install Scanco Manufacturing Efficiency

1. When installing Scanco Manufacturing Efficiency 6.2041, download the ***ME62041.exe*** file from the Scanco Downloads page at https://scanco.com/scanco-downloads/. When installing Scanco Manufacturing Efficiency 6.2041 for Scanco Multi-Bin, download the ***ME62041_MB.exe*** file.

   🖉 **Note:** The following print screens are from the ***ME62041_MB.exe*** file.

2. Right click on the Scanco Manufacturing Efficiency or Scanco Manufacturing Efficiency 6.2041 for Scanco Multi-Bin executable file.

3. Select Run as administrator.

4. Select the Next button from the Scanco Manufacturing Efficiency Welcome window.

5. Review the Scanco Manufacturing Efficiency License Agreement.

6. Select the Yes button to agree to the Scanco Manufacturing Efficiency License Agreement and to continue with the Scanco Manufacturing Efficiency installation process.

7. Select the Scanco Manufacturing Efficiency check boxes to install Scanco Manufacturing Efficiency. Both check boxes must be selected to successfully install Scanco Manufacturing Efficiency.
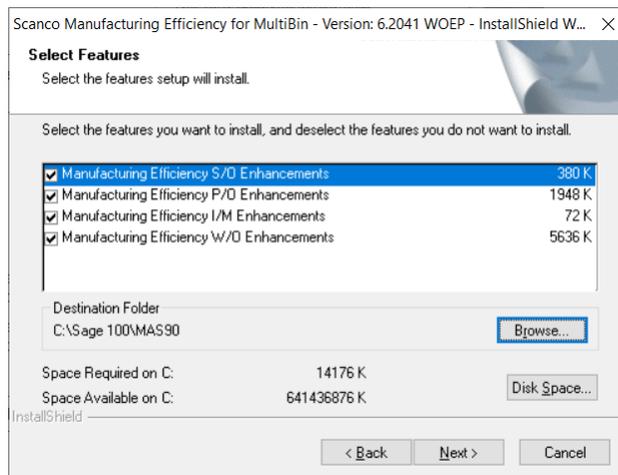
8. Accept the default location of Sage 100 or select the Browse button to specify the location of Sage 100.

    The Choose Folder window displays after the Browse button is selected.
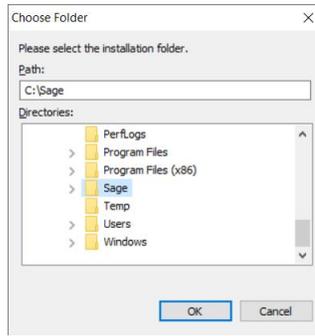
Specify the location of Sage 100 in the Path field. Select the OK button to return to the Select Features window.

9. Select the Next button from the Select Features window. The installed version of Sage 100 Standard, Sage 100 Advanced or Sage 100 Premium is validated. A warning message or the Install Scanco Manufacturing Efficiency window displays.

⚠ **Warning**: Scanco Manufacturing Efficiency must be installed to the same location where Sage 100 Standard, Sage 100 Advanced or Sage 100 Premium is installed. When an invalid directory location is entered in the Destination Folder field found on the Select Features window, the following message displays.
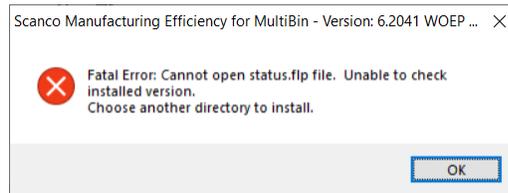
Select the OK button and modify the location where Sage 100 Standard, Sage 100 Advanced or Sage 100 Premium is installed.

⚠ **Warning**: When Sage 100 is installed but is not version 6.20, the following message displays.
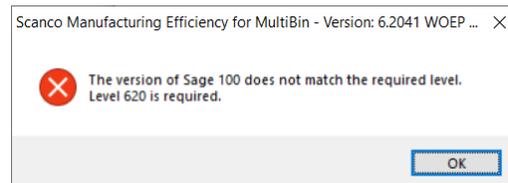
Select OK and cancel the Scanco Manufacturing Efficiency installation process. Select the Cancel button from the Select Features window. The following message displays.
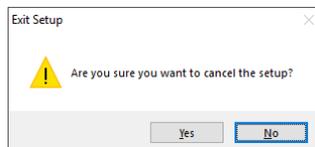
Select Yes in the message. Select the Finish button from the InstallShield Wizard Complete window to cancel the Scanco Manufacturing Efficiency installation process.
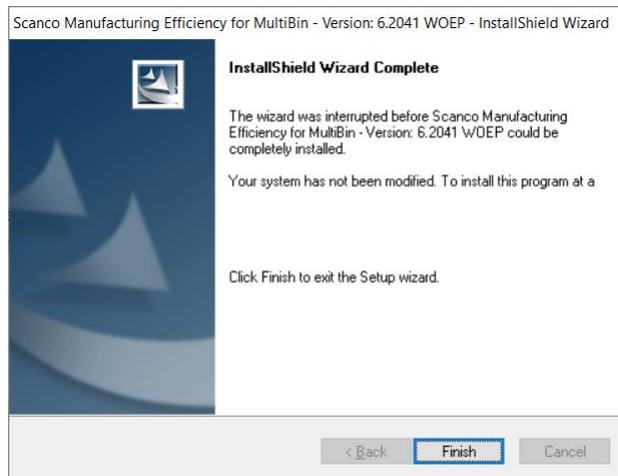
Install Sage 100 2020 version 6.20.4.0 and then install Scanco Manufacturing Efficiency 6.2041.

⚠ **Warning**: When the Sage 100 2020 Product Update 4 has not been installed at the specified Sage 100 Standard, Sage 100 Advanced or Sage 100 Premium location, the following message displays
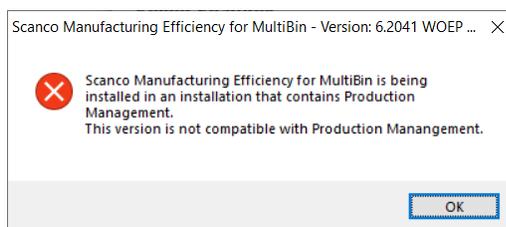

Select the OK button and then Cancel the Scanco Manufacturing Efficiency installation process. Install Product Update 4 and then install Scanco Manufacturing Efficiency.

⚠ **Warning**: Scanco Manufacturing Efficiency may not be installed in the same location where Sage 100 Operations Management is installed. The following message displays when the selected location contains Sage Operations Management.
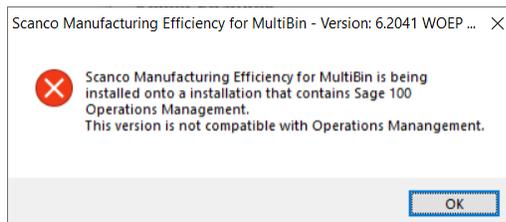
Select the OK button and then Cancel from the Select Features window.

⚠ **Warning**: Scanco Manufacturing Efficiency may not be installed in the same location where Sage 100 Production Management is installed. The following message displays when the selected location contains Sage Production Management.

Select the OK button and then Cancel from the Select Features window.

⚠ **Warning**: Scanco Manufacturing Efficiency 6.2041, using the ME62031.exe, may not be used to installed Scanco Manufacturing Efficiency when Scanco Multi-Bin is installed in Sage 100. The following message displays when the selected location contains Scanco Multi-Bin.
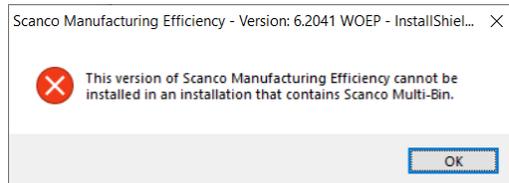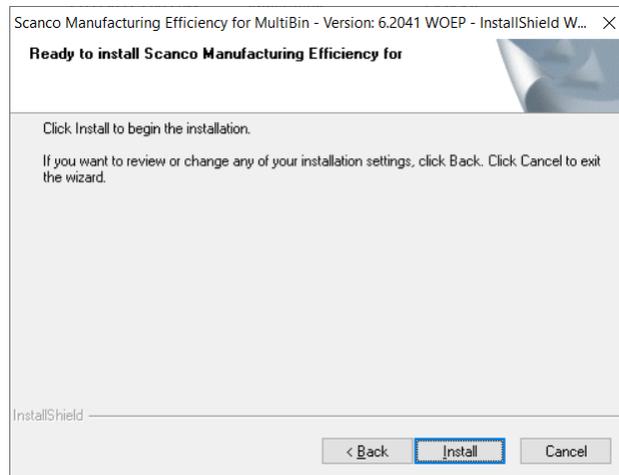
Select the OK button and then Cancel from the Select Features window. The Manufacturing Efficiency 6.2041 for Scanco Multi-Bin ***ME62031_MB.exe*** file must be used to installed Manufacturing Efficiency for Scanco Multi-Bin.

⚠ **Warning**: Manufacturing Efficiency 6.2041 for Scanco Multi-Bin ***ME62031_MB.exe*** file may not be installed when Scanco Multi-Bin is not installed in Sage 100. The following message displays when the selected location does not contain Scanco Multi-Bin.

Select the OK button and then Cancel from the Select Features window. The Manufacturing Efficiency 6.2041 ***ME62031.exe*** file must be used to installed Manufacturing Efficiency.

10. Select the Install button from the following window to install Scanco Manufacturing Efficiency.

Select the Back button to return to the Select Features window. Select the Cancel button, select Yes in the message *Are you sure you want to cancel the setup?* and the Finish button from the InstallShield Wizard Complete window to cancel the Scanco Manufacturing Efficiency installation process.

11. Select the Finish button from the InstallShield Wizard Complete window to complete the Scanco Manufacturing Efficiency installation process.
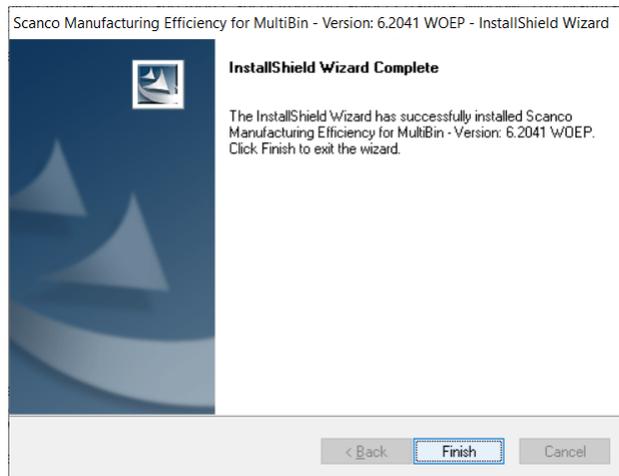
Scanco Manufacturing Efficiency Hot Fixes

Occasionally hot fixes are required to be installed after installing Scanco Manufacturing Efficiency. Access Scanco Manufacturing Efficiency hot fixes from the Scanco Downloads page https://scanco.com/scanco-downloads/.

How to Install Scanco Manufacturing Efficiency Hot Fixes

1. Access the Scanco Downloads page https://scanco.com/scanco-downloads/.

2. Click on the Scanco Manufacturing Efficiency menu option.

3. Click on Hot Fixes from the Scanco Manufacturing Efficiency menu.

4. Review the available hot fixes for Scanco Manufacturing Efficiency for the currently installed version.

   ⚠ **Warning**: Hot fixes are version and module specific. Only install hot fixes for the Scanco Manufacturing Efficiency installed version.

5. Click on a hot fix link to be directed to the download file.

6. Click on the Download button.

7. Specify the location to download the hot fix.

8. Extract the hot fix file to the MAS90 directory where Sage 100 and Scanco Manufacturing Efficiency are installed.

   ⚠ **Warning**: If the hot fix zip file is extracted to a location other than the MAS90 directory, the hot fix programs must be copied to the file location specified in the hot fix zip file.

9. Select to replace the files in the destination if the hot file was extracted to the MAS90 directory where Sage 100 and Scanco Manufacturing Efficiency are installed. The hot fix program is now located in the correct directory in the Sage 100 and Scanco Manufacturing Efficiency installation.

10. Review the document(s) included in the hot fix download file. Descriptions and instructions are included in this documentation.

Registering Scanco Manufacturing Efficiency

A new registration file must be requested and activated

1. For a new installation of Scanco Manufacturing Efficiency,

2. When a new module is purchased, such as Scanco Multi-Bin,

3. When the Sage 100 user count changes,

4. When migrating from a lower year version, for example 2018 version 6.00.3.0 to 2020.4 version 6.20.4.0, or

5. When the subscription plan has expired or modified.

A new registration file is not required for service releases or product updates when a registration file was previously activated. For example, a new registration file is not required when upgrading from 2020.2 version 6.20.2.0 to 2020.4 version 6.20.4.0 and the purchased products, user count, and subscription plan have not changed. Refer to How to Obtain Scanco Manufacturing Efficiency Registration on page 18.

How to Obtain Scanco Manufacturing Efficiency Registration

1. Access the Scanco Downloads page at https://scanco.com/scanco-downloads/.
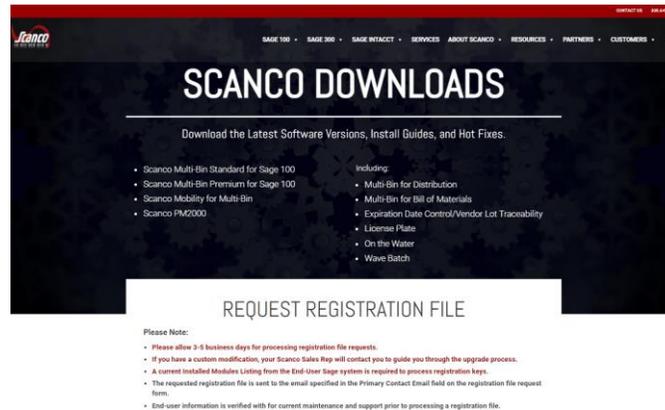
2. Scroll down and click on Registration File Request.

3. Enter the required information in the Scanco Registration form. Fields noted with an asterisk (*) are required.

4. Select the Scanco Manufacturing Efficiency check box. Select the check boxes for Scanco Multi-Bin when Scanco Multi-Bin have been purchased in addition to Scanco Manufacturing Efficiency.

5. Select the Submit button.

   📎 **Note:** Please allow 1-3 business days for processing Scanco registration requests. The Scanco registration file is sent to the email specified in the Primary Contact Email field on the Registration File Request form.

How to Register Scanco Manufacturing Efficiency

1. When a license registration file is received via email, place the registration text file at …\MAS90_Scanco in the location where Sage 100 is installed.

   📎 **Note:** Submit registration request information before downloading from the Scanco Manufacturing Efficiency installer from the Scanco Downloads page and installing Scanco Manufacturing Efficiency.

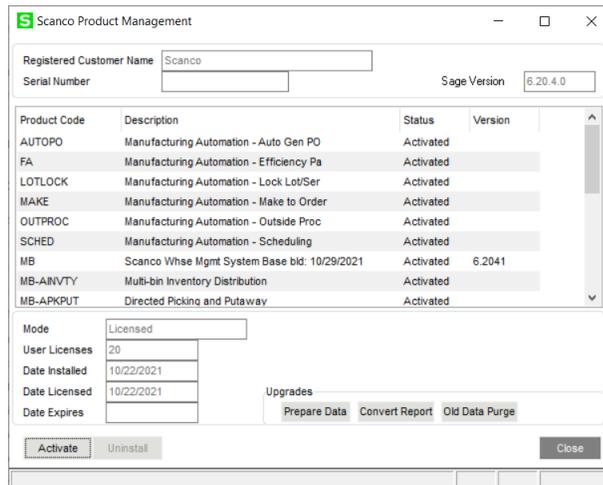2. Access Library Master Setup menu > Scanco Product Registration.

3. Verify the correct Sage 100 Serial number and User Licenses displays.

4. Select the Activate button.

5. Select OK in the following message.
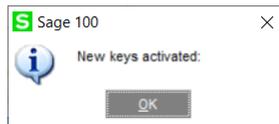
6. Verify Activated displays in the Status field for the MB-CATCH product code record.

7. Select the Close button.
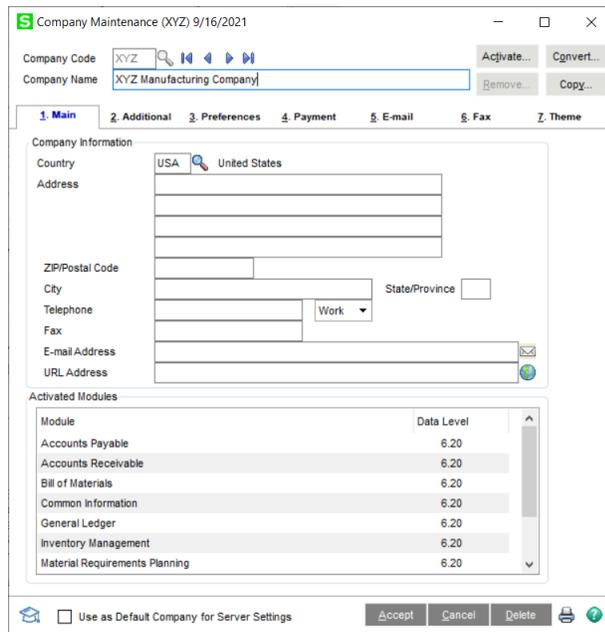
Data Preparation and Conversion

Sage Data Conversion Utility

After installing Scanco Manufacturing Efficiency and Scanco Multi-Bin (if purchased with Scanco Manufacturing Efficiency), the Sage Data Conversion Utility must be conducted.

- In Scanco Multi-Bin and Scanco Manufacturing Efficiency new installations, the Sage Data Conversion Utility ensures that all Sage required updates, conversion, or product update changes are fully integrated. Users are *required* to complete the Sage Data Conversion Utility prior to accessing any module activities.

- In Scanco Multi-Bin and Scanco Manufacturing Efficiency upgrades, the Sage Data Conversion Utility ensures that all Sage data conversion activities are successfully completed. Users are *required* to complete the Sage Data Conversion Utility prior to accessing any module activities.

How To Run the Sage Data Conversion Utility

1. Users must log out of the Sage 100 system prior to running the Sage Data Conversion Utility.

2. Navigate to Library Master Main menu > Company Maintenance.

3. Select a Company Code.

4. Select the Convert button.

5. In the Convert Module Data Files Screen, review the warning and click Proceed.

6. Select OK when the conversion process is completed.

Scanco Prepare Data Utility

After the Scanco Manufacturing Efficiency and the Scanco Multi-Bin, if purchased, installation processes and the Sage Data Conversion Utility are completed, the Scanco Prepare Data Utility must be conducted. The Scanco Prepare Data Utility is a multi-function utility that completes data file preparation for new installations of Scanco Manufacturing Efficiency with and without Scanco Multi-Bin. It is also a data conversion for existing upgraded installations of Scanco Manufacturing Efficiency with and without Scanco Multi-Bin.

⚠ **Warning:** All users except for the Sage 100 admin user conducting the Scanco Prepare Data Utility must log out of Sage 100 for the Scanco Prepare Data Utility to function properly.

New Installations

Prior to enabling Scanco Manufacturing Efficiency and Scanco Multi-Bin, if purchased, for any company, the Scanco Prepare Data Utility must be run to prepare existing data files with new Scanco Manufacturing Efficiency and Scanco Multi-Bin fields and newly create Scanco Manufacturing Efficiency and Scanco Multi-Bin files, where needed.

The Scanco Prepare Data Utility process merges Scanco Manufacturing Efficiency and Scanco Multi-Bin files and fields into the Sage 100 data dictionary. This process ensures that all Sage 100 features that rely on the data dictionary, such as custom reporting, continue to function properly.

⚠ **Warning:** Sage 100 data dictionary definitions are system-wise. Therefore, the Scanco Prepare Data Utility must be processed for **ALL** companies in the Sage 100 system, including companies that are not utilizing Scanco Manufacturing Efficiency or Scanco Multi-Bin.

Upgrading

When upgrading Sage 100, Scanco Manufacturing Efficiency, and Scanco Multi-Bin to a new version, the Scanco Prepare Data Utility functions as a data conversion utility. The Scanco Prepare Data Utility ensures that all new files and fields are properly set up and that data is converted from the prior version properly.

How To Run the Scanco Multi-Bin Prepare Data Utility

1. All users except for the Sage 100 admin user conducting the Scanco Prepare Data Utility must log out of Sage 100 for the Scanco Prepare Data Utility to function properly.

2. Navigate to Library Master Setup menu > Scanco Product Registration.

3. In the Upgrades section, select the Prepare Data Button.
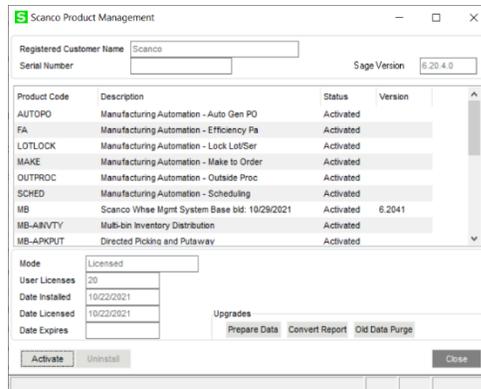
4. Select One to run the Scanco Prepare Data Utility for the current company. Select All to the run the Scanco Prepare Data Utility for all companies. Select No to cancel the Scanco Prepare Data Utility process.

5. A processing dialog appears to track the progress of the Scanco Prepare Data Utility through each module, in each company. Several other Scanco utilities run at the end of the Scanco Prepare Data Utility.

⚠️ **Warning:** The amount of time required to run the Scanco Prepare Data Utility is dependent on the size of the Sage 100 database and server performance. The Scanco Prepare Data Utility may process as quickly as a few minutes to several hours. Prepare for downtime accordingly, as users must be out of the Sage 100 system for the duration of the Scanco Prepare Data Utility.

6. When completed, the focus is returned to the Scanco Product Management window.

7. Select the Close button.

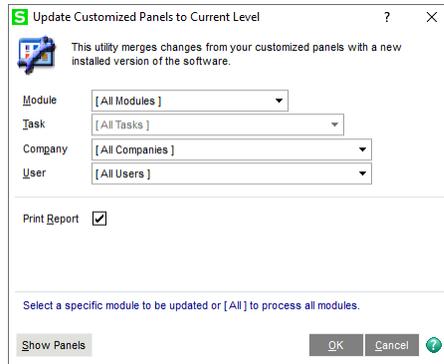# Update Custom Panels to Current Level

After Scanco Manufacturing Efficiency has been installed, panel customizations must be merged with Scanco Manufacturing Efficiency panel customizations. This process must be completed when upgrading from any version and panel customizations existed prior to the upgrade process. Use the Custom Office Update Custom Panels to Current Level Utility to merge customized panel.

⚠️ **Warning:** In some cases, customizations must be merged manually. Please contact your Sage partner or Scanco Support at support@scanco.com for assistance.
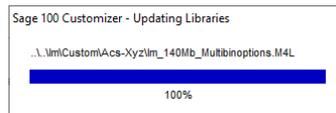
How To Merge Customized Panels

1. Select Custom Office Utilities menu > Update Custom Panels to Current Level.

2. Select an option in the Module, Task, Company and User fields.

🖉 **Note:** It is advised to run this utility for all options.

3. Select the OK button.

4. A process bar displays the libraries being updated.

5. Select to print or preview the Custom Office Customizer Detail Report if the Print Repot check box was selected from the Update Customized Panels to Current Level task window.