Rack Price Code Updates

Rack Codes give the ability to update multiple Price Codes at one time by using the Update Rack Pricing utility within Energy Force. Additionally, if contract pricing fluctuates, use the Rack Code utility to update contract pricing so that it will communicate to EnergyTrack handheld programs.

The Rack Code must first be set up in the Rack Code Maintenance table before it can be applied to a Price Code. To access the table, go to *Main Menu / Supervisor Menu / Maintenance Menu / Maintenance Tables / Rack Code* .

1. Select *Edit/Create* and choose **Continue**.

2. Enter the *Division Number, Rack Code, Description*, and *Price*. This will be the starting price of the Price Code to which the Rack is tied.

3. Select **Save** and press **Esc** to go back to the *Maintenance Menu*.

Apply Rack Codes to a Price Code for Automatic Updates

1. Select the Price Code in the Price Maintenance table.

2. Enter the Rack Code in the *Rack Code* column. The *Description* will automatically display based on what was entered in the Rack Code Maintenance table.

3. Select **Save** when finished.

4. Copy the price file to other Divisions if applicable.