



## Distribution Pounds by County Report with XML Export

### **Purpose of this document**

This explains how to generate an XML file of the Distribution Pounds by County Report in Ceres for upload to HungerNet.

*Ceres Object release 5.00.00 is required for the functionality described in this document.*

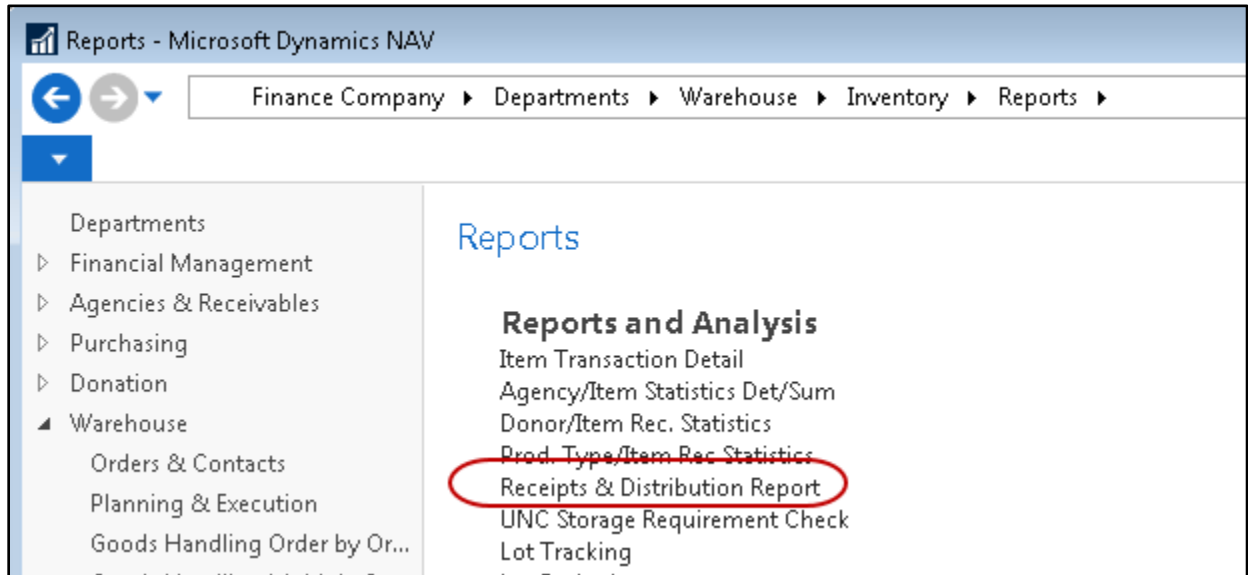
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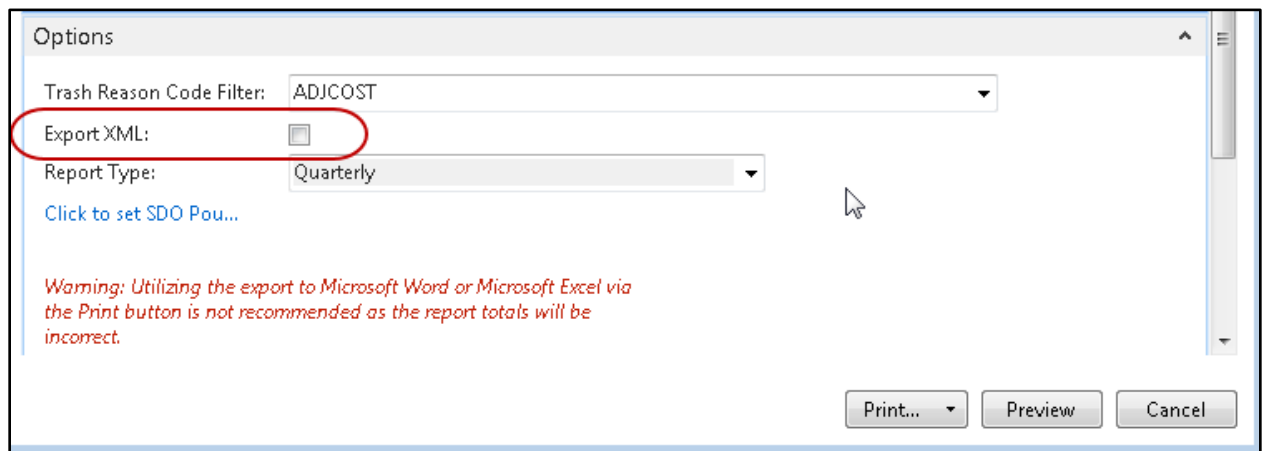
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## Receipts and Distributions Report

1. The Distribution Pounds by County Report can be accessed Departments → Warehouse → Inventory → Reports → Receipts & Distributions Report.



2. If the Export XML option is not selected:
  - a. The report can be run for any Date Filter.
  - b. The XML file will not be created.




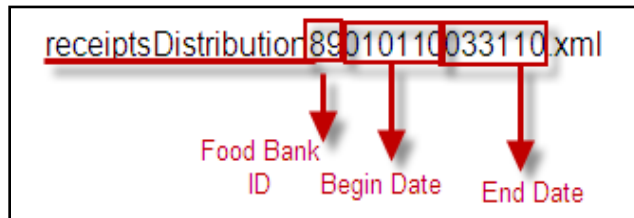
3. If the Export XML option is selected:
  - a. The report can only be run for a Date Filter that spans a complete Month or Quarter depending upon which Report Type has been selected.
  - b. The Report Type "Monthly" or "Quarterly" must be selected and match the period covered by the Date Filter.
  - c. The Period Number must be specified and match the Report Type selected and the period covered by Date Filter.

- d. The XML file will be created in the location specified in the Temp Path field for the user as specified in the User Setup Table. (Once saved it is recommended to move the report to a location on your network so that more than just the person creating the export can access the file).

User Setup																	
Type to filter (F3)   User ID																	
No filters applied																	
User ID	Allow Postin...	Allow Posting To	Regi... Time	Responsi... Person	Time She...	Ove... Cre...	Mo... Cre...	Ove... Acti...	View We...	Default Item Di...	Default Locatio...	Default CMO...	Ove... Ite...	Cha... Don...	Allow Adv...	Allow Cre...	Temp Path
ESOPRO\CJW										Donor the...							C:\NAVTEMP\
ESOPRO\JBL	10/2/2018	4/9/2020								Donor the...							
ESOPRO\RXF	12/1/2019	2/29/2020								Donor the...							C:\TEMP\
ESOPRO\WWH										Donor the...							C:\NAVTEMP\
ESP										Donor the...							

- e. The XML file will be named by the process as follows:  
 “receiptsDistribution + Member ID + Begin Date Filter + End Date Filter.xml

Example:  receiptsDistribution89010110033110.xml



4. Amounts on both the Report and XML Export are now rounded to the nearest whole number.

Receipts and Distribution Report

2/27/2020 10:00 AM

Ceres 5.0 Testing

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Date Filter: 02/01/19..02/28/19

ESOPRO\RXF

A RECEIPTS

1	Donated Product:	Yellow Received	Blue Received	Locally Received	Totals
a	Salvage:	0	0	0	0
b	Prepared Foods:	0	0	0	0
c	Produce:	0	0	0	0
d	Food Drives:	0	0	0	0
e	Retail / Wholesale:	0	9,900	900	10,800
f	Manufacturers / Processors:	0	0	0	0
h	Miscellaneous:	0	0	0	0
i	From Cluster Head/Members:	0	0	0	0
j	Inter-Member Transfers:	0	0	0	0
k	PDO/RDO Activity	0	0	0	0
l	Gross Donated Total:	0	9,900	900	10,800
m	Net Donated Total:	0	9,900	900	10,800

```
</category>
- <category concatenatedName="Receipts.Donated.Retail/Whol" displayName="Retail/Wholesale" id="6">
  <instructions>Retail or wholesale donations. Do not include salvage or produce. I.e.: Blue- Retail Store Pick Up Donations such as
  Food Lion or Wal-Mart.</instructions>
  <value estimated="0" qprId="Receipts.Donated.Retail/Whol.Yellow" type="Yellow">0</value>
  <value estimated="0" qprId="Receipts.Donated.Retail/Whol.Blue" type="Blue">9900</value>
  <value estimated="0" qprId="Receipts.Donated.Retail/Whol.Local" type="Local">900</value>
</category>
```

## Related Topics

1. Agency Overview
2. Agency Order Overview
3. Blue Receipt Activity Report
4. Distribution Pounds by County Report with XML Export
5. FA Reporting and UNC Coding (QPRs\_Blue Receipts)