



Most Eagle customers have expanded their product lines in recent years and along with it, the number of vendors they purchase merchandise from.

With an increase in buying sources, Vendor Report Card becomes an invaluable tool to measure agreed upon delivery commitments.

Today we will review the overall process touching on the Vendor Report Card Definition, the Market Basket function, Compass Vendor Viewers and some sample Report Card output.

You will determine the behavior of your Vendor Report Card by creating a 'Definition'.

This task will identify the criteria that will be used to produce your desired output.

To begin, click the 'Add' button on the lower left panel, [here](#).

You will assign a 'Name' to your 'Definition' along with a meaningful 'Description'.

Once this is complete, you can begin to set the parameters that will be used to produce your report.

Add any filters needed for your query including a specific 'Primary Vendor' or 'Manufacturing Vendor'.

Within the 'Detailed Output For' section, choose one or all of the five available options.

These will determine what data is included in your Report Card spreadsheet.

Advanced Receiving will need to be enabled before the 'Freight and Adjustments' checkbox can be utilized.

Now, save your entries by pressing the 'Save' button in the upper right corner.

When using the 'Task Wizard', be sure to select 'Run an Application' and select 'Vendor Report Cards' from the drop down menu.



For more information on this function review the course titled, 'Compass Analytics Task Automation'.

You can also choose 'Save and Run Now'.

Click the 'Vendor Market Basket' button to launch the 'Market Basket by Category Affinity Analysis'.

The suite of Market Basket Analysis reports are designed to provide you with information about which items sell most frequently together.

You can see the affinity of a single item or a whole category of items.

Running the query for a specific vendor allows you to view what other suppliers' merchandise is selling alongside the vendor noted in the 'Lookup'.

The 'Items in Category' which are limited by 'Filters' such as 'Department' or 'Vendor', are displayed in the far right column.

'Category' information shows in the main area.

To see the line item detail associated with the Affinity Analysis, double click a specific row and the 'Affinity Detail' window will open.

This window shows the individual skus sold that meet our filter criteria.

Vendor Viewers work just like the Inventory and Customer 'Active Viewers' within your Eagle program.

Essentially, grid changes completed in a Compass Viewer will update the actual Eagle record.

For example, if we update the 'City' of a specific vendor and press 'Change', that data will update the actual vendor record within Eagle.

For more information on this function see the Training on Demand Course titled, 'Active Viewers'.



With Vendor Report Card enabled there are over 100 new fields available in Vendor Maintenance.

They are distributed amongst three tabs labeled 'Allowances', 'Co-op Info' and 'Programs'.

These fields are available in the Vendor Viewer when you right click and open 'Select Columns to View'.

Vendor Report Card Output is divided into six tabs.

Each tab represents one of the five boxes in the Report Card Definition, 'Detailed Output For' section.

There is also a sixth tab that describes the definition itself along with the filters and desired output selected.

This is helpful to identify which vendor or group of vendors this report card is evaluating.

You can export the data into an Excel workbook to easily bring your figures to a market appointment or to a Vendor meeting.

The data results follow Compass functionality and can be 'Scheduled' or 'Executed Now'.

The Sales Tab metrics use the current item department, class and fineline information but utilize the historical vendor at the time of transaction.

The output here can be based on Average or Replacement cost.

Available information is dependent on your system set up.

It can be configured to capture historical inventory data and can provide an average inventory value over time. This offers more accurate 'Turn' and GMROI calculations.

You may want to contact your Epicor Account Manager to schedule some time with an Implementation Specialist and review your configuration.



The Order information is found on a separate tab.

Claims created from 'Credit' or 'Defective' purchase orders can be viewed here as a percentage of total orders.

As a buyer, these are invaluable figures when negotiating terms and discounts.

'\$ Overshipped', '\$ Short-shipped' and '\$ Claims' are also useful indicators of your suppliers accuracy.

The fields labeled 'Freight Charged' and 'Other Charges' are taken from data compiled by the Advanced Receiving program.

'Shrinkage in Units' and 'Shrinkage in Dollars' come from the Inventory Transaction Register or ITR.

Important data on rebate programs and vendor allowances can be obtained from the Program Information Tab.

Vendor Report Card provides Eagle customers with invaluable insights into vendor performance. There are multiple uses and countless benefits found within this function.

Presenting a supplier with the ratio of defectives as a percentage of sales could easily serve as objective evidence to support requests for additional dating or further discounts.

With the added data available in MVR and the powerful reporting capabilities of Compass Analytics, buyers will be informed and well prepared when negotiating with vendors.