

## 2021 Partner EDI Class Syllabus

5 Day Course

11:00 a.m. – 2:30 p.m. EDT daily

### Day 1: Monday

<u>Time (ALL TIMES EDT)</u>	<u>Topic</u>
11:00 – 11:15 a.m.	Welcome and Introductions
11:15 – 12:00 p.m.	Introduction with EDI PowerPoint
12:00 – 1:00 p.m.	Setup EDI and Trade Partner pages from EDI manual
1:00 – 2:00 p.m.	EDI Processing and X12 mapping from EDI manual
2:00 – 2:30 p.m.	Day 1 Q&A Session

### Day 2: Tuesday

<u>Time (ALL TIMES EDT)</u>	<u>Topic</u>
11:00 – 12:00 p.m.	EDI Comm Setup and Configuration
12:00 – 2:00 p.m.	Interactive Class Exercise – map an i850 (Sales Order) for Amazon <ul style="list-style-type: none"> <li>• Successfully import 850 and review Sales Order</li> </ul>
2:00 – 2:30 p.m.	Day 2 Q&A Session

### Day 3: Wednesday

<u>Time (ALL TIMES EDT)</u>	<u>Topic</u>
11:00 a.m. – 12:00 p.m.	E-Ship the Amazon Sales Order and Mapping Outbound Documents Overview from EDI manual
12:00 – 2:00 p.m.	Interactive Class Exercise – map an o856 (ASN) for Amazon
2:00 – 2:30 p.m.	Day 3 Q&A Session

## Day 4: Thursday

<u>Time (ALL TIMES EDT)</u>	<u>Topic</u>
<b>11:00 a.m. – 12:30 p.m.</b>	Interactive Class Exercise – map an o856 (ASN) for Amazon (continued)
<b>12:30 – 2:00 p.m.</b>	Interactive Class Exercise – map an o810 (Invoice) for Amazon
<b>2:00 – 2:30 p.m.</b>	Day 4 Q&A Session

## Day 5: Friday

<u>Time (ALL TIMES EDT)</u>	<u>Topic</u>
<b>11:00 a.m. – 1:30 p.m.</b>	Interactive Class Exercise – map an o810 (Invoice) for Amazon (continued)
<b>1:30 – 2:00 p.m.</b>	Certification: Putting it All Together <ul style="list-style-type: none"> <li>- Receive/Create Order via EDI</li> <li>- View Received Information</li> <li>- View Sales Order</li> <li>- Pack Line Scanning</li> <li>- Send ASN</li> <li>- Send Invoice</li> </ul>
<b>2:00 – 2:30 p.m.</b>	Day 5 Q&A Session

**\*Lanham Associates certifies individuals rather than companies.** There are certification exams on each subject matter. The EDI Level 1 certification exam consists of successfully mapping, processing and submitting the X12 850, 856 and 810.

**\*Helpful hints, suggestions, and Q&A given and received throughout the duration of class.**