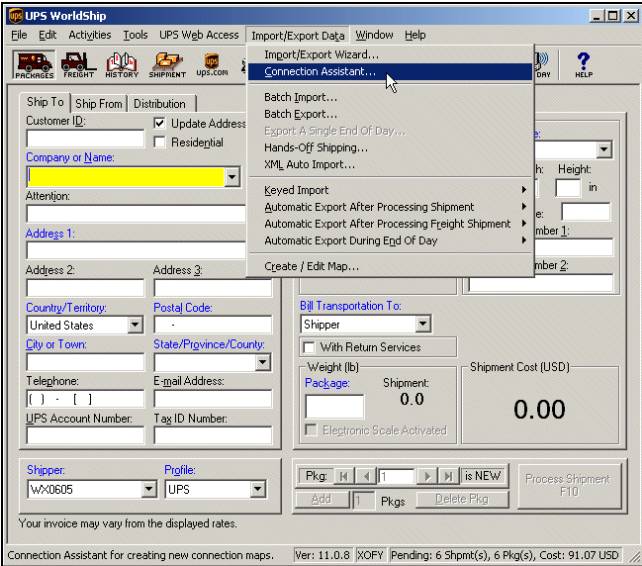
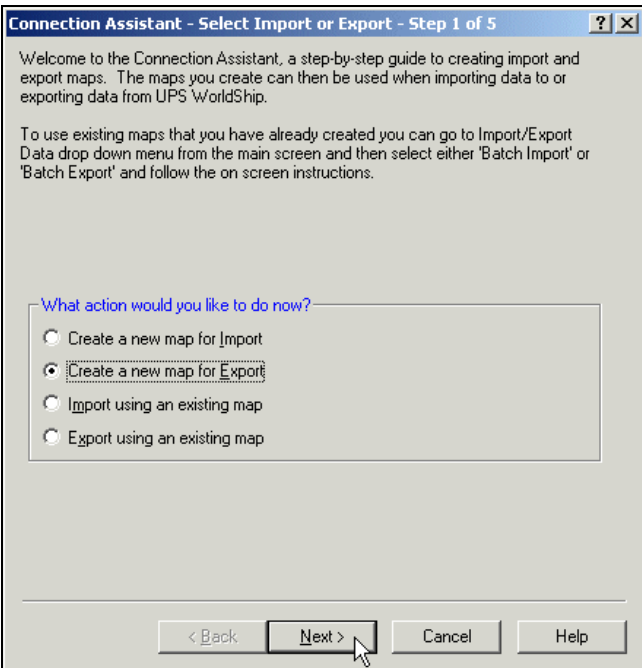


# UPS WorldShip™ 2009 Version 11.0 Export Shipment Data Using the UPS WorldShip® ODBC Feature



To export shipment data during the WorldShip End of Day process.

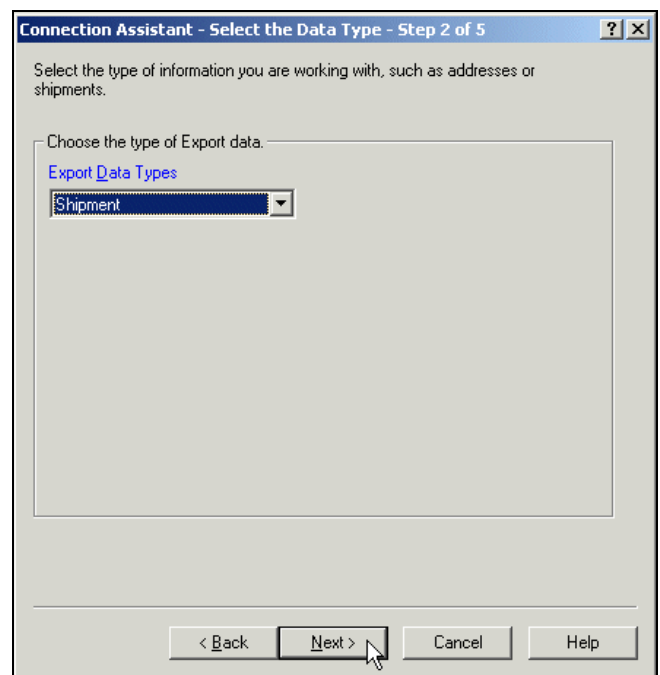
Step	Window (if available)
<p>1. On the Import/Export Data menu, click Connection Assistant.</p>	 <p>The screenshot shows the main UPS WorldShip interface. The 'Import/Export Data' menu is open, and 'Connection Assistant...' is highlighted. Other options include 'Batch Import...', 'Batch Export...', 'Export A Single End Of Day...', 'Hands-Off Shipping...', 'XML Auto Import...', 'Keyed Import', 'Automatic Export After Processing Shipment', 'Automatic Export After Processing Freight Shipment', 'Automatic Export During End Of Day', and 'Create / Edit Map...'. The background shows various shipment details like 'Ship To', 'Ship From', 'Distribution', 'Customer ID', 'Company or Name', 'Attention', 'Address 1', 'Address 2', 'Address 3', 'Country/Territory', 'Postal Code', 'City or Town', 'State/Province/County', 'Telephone', 'E-mail Address', 'UPS Account Number', 'Tag ID Number', 'Shipper', 'Profile', 'B@ Transportation To', 'Shipper', 'With Return Services', 'Weight (lb)', 'Package', 'Shipment', 'Shipment Cost (USD)', and 'Electronic Scale Activated'.</p>
<p>2. The Connection Assistant – Select Import or Export – Step 1 of 5 window appears.</p> <ul style="list-style-type: none"> <li>• Select Create a New Map for Export.</li> <li>• Click the Next button.</li> </ul>	 <p>The screenshot shows the 'Connection Assistant - Select Import or Export - Step 1 of 5' dialog box. It contains the following text: 'Welcome to the Connection Assistant, a step-by-step guide to creating import and export maps. The maps you create can then be used when importing data to or exporting data from UPS WorldShip. To use existing maps that you have already created you can go to Import/Export Data drop down menu from the main screen and then select either 'Batch Import' or 'Batch Export' and follow the on screen instructions.' Below this text is a section titled 'What action would you like to do now?' with four radio button options: 'Create a new map for Import', 'Create a new map for Export' (which is selected), 'Import using an existing map', and 'Export using an existing map'. At the bottom of the dialog are buttons for '&lt; Back', 'Next &gt;', 'Cancel', and 'Help'. A mouse cursor is pointing at the 'Next &gt;' button.</p>

# UPS WorldShip™ 2009 Version 11.0 Export Shipment Data Using the UPS WorldShip® ODBC Feature



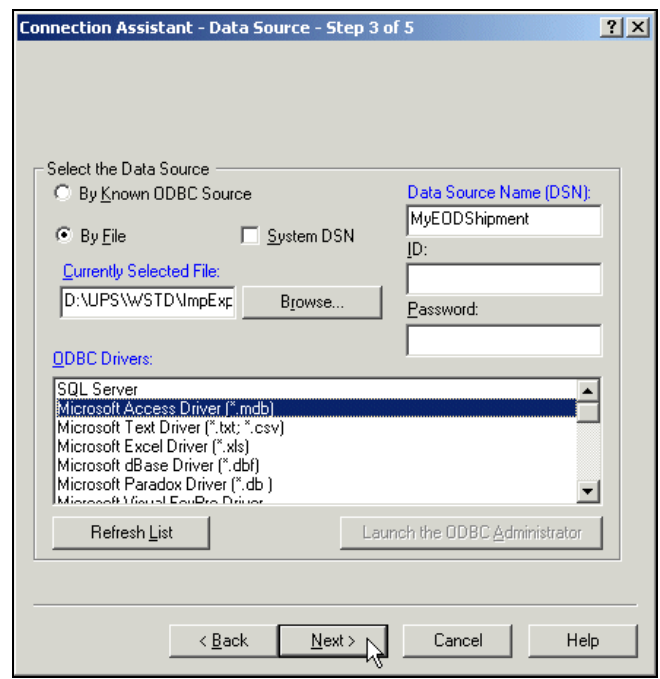
3. The Connection Assistant – Select the Data Type – Step 2 of 5 window appears.

- Click the down arrow in the Export Data Types box and select Shipment.
- Click the Next button.



4. The Connection Assistant – Data Source – Step 3 of 5 window appears.

- Select By File.
- Enter the location of the file in the Currently Selected File box, or click the Browse button and locate and select your file.
- Enter a name in the Data Source Name (DSN) box.
- Select Microsoft Access Driver (\*.mdb) in the ODBC Drivers box.
- Click the Next button.

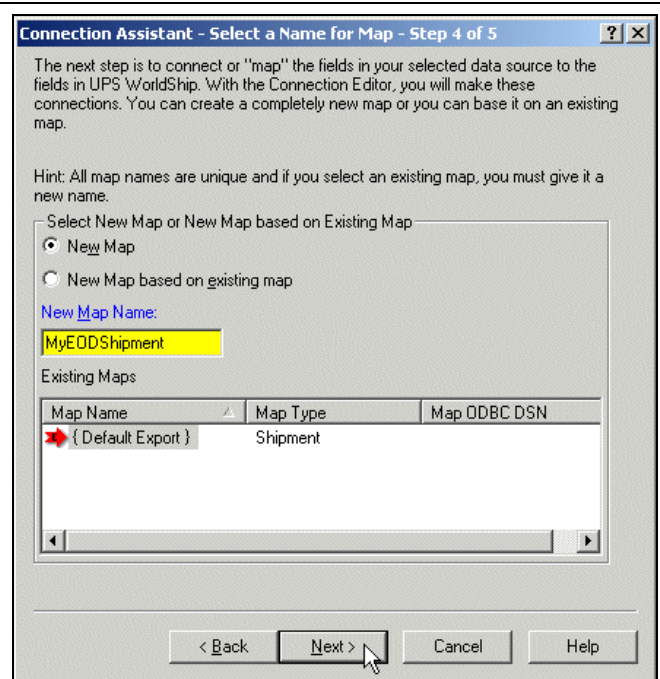


# UPS WorldShip™ 2009 Version 11.0 Export Shipment Data Using the UPS WorldShip® ODBC Feature



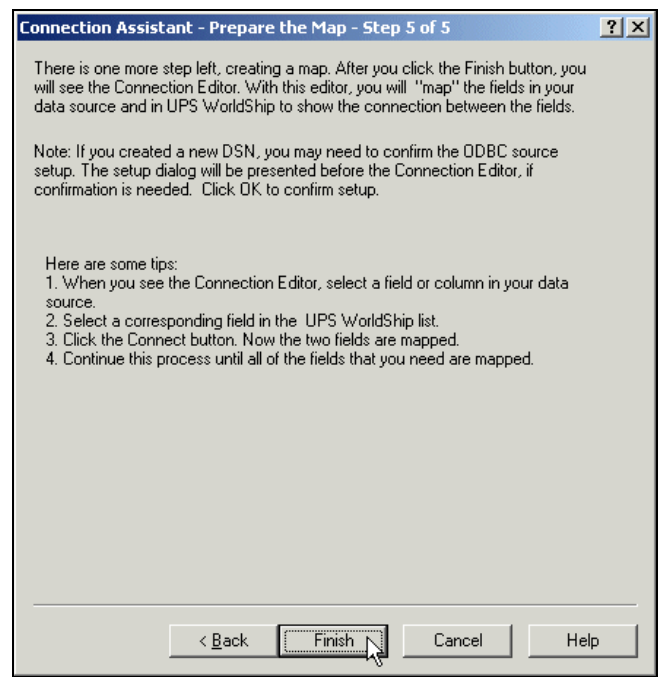
## 5. The Connection Assistant – Select a Name for Map – Step 4 of 5 window appears.

- Select New Map.
- Enter a name for the map in the New Map Name box.
- Click the Next button.



## 6. The Connection Assistant – Prepare the Map – Step 5 of 5 window appears.

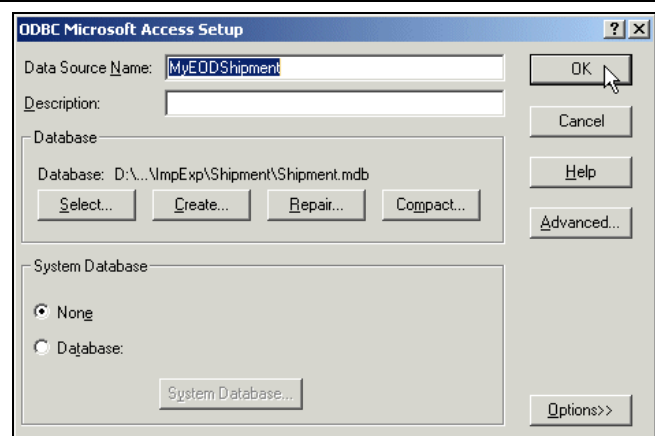
- Review the instructions.
- Click the Finish button.



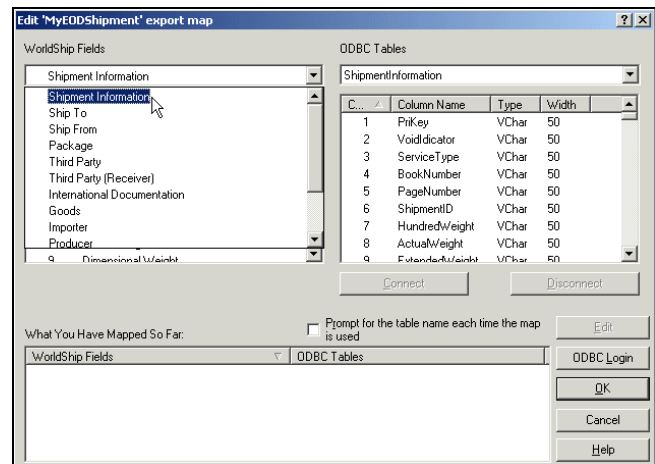
# UPS WorldShip™ 2009 Version 11.0 Export Shipment Data Using the UPS WorldShip® ODBC Feature



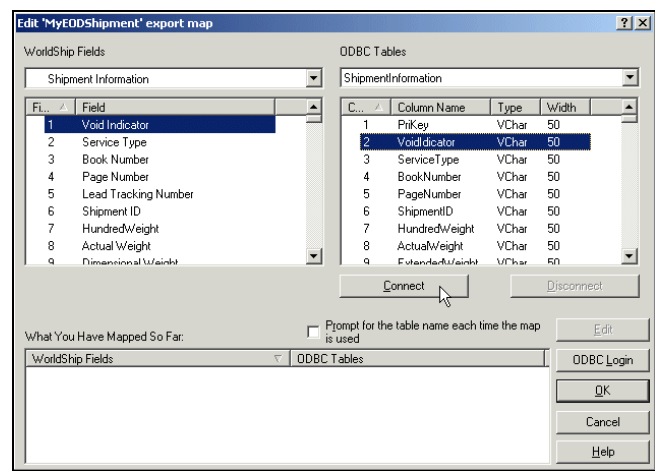
7. The ODBC Microsoft Access Setup window appears.
- Check for the following: the DSN name that you entered appears in the Data Source Name box, and the file name that you entered appears for Database.
  - Select None under System Database.
  - Click the OK button.



8. The Edit Export Map window appears.
- Under ODBC Tables, click the down arrow and select the table you want to map to WorldShip.
  - Under WorldShip Fields, click the down arrow and select the table that you want to map from WorldShip.



9. Do the following:
- Select a field under WorldShip Fields that contains data you want to export.
  - Select the field under ODBC Tables that best matches your WorldShip field.
  - Click the Connect button.

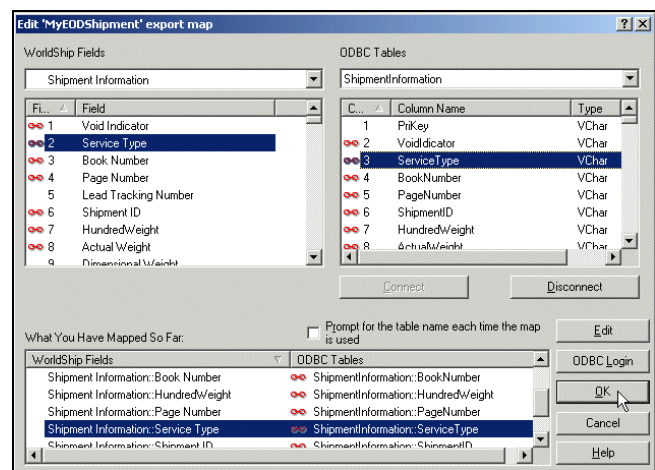


# UPS WorldShip™ 2009 Version 11.0 Export Shipment Data Using the UPS WorldShip® ODBC Feature



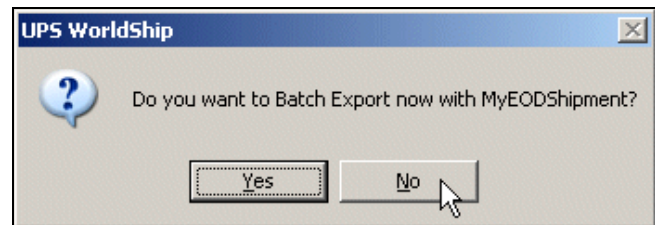
10. The mapped fields appear under What You Have Mapped So Far.

- Continue to map the rest of the WorldShip field names to the ODBC Table names.
- Click the OK button.

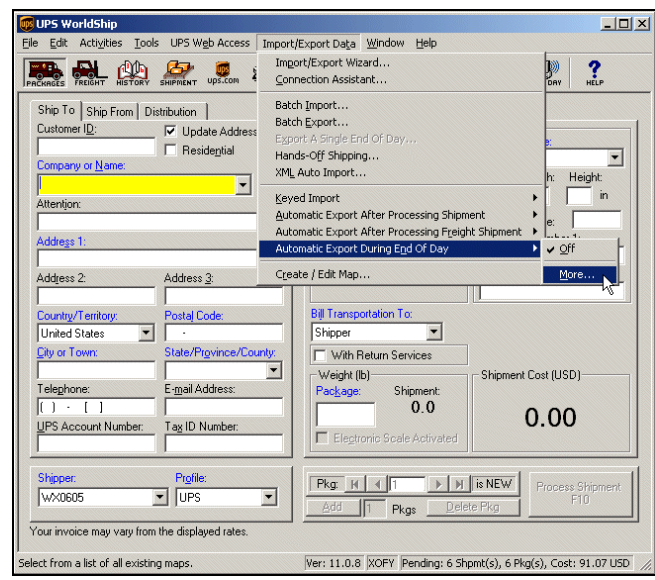


11. A message asks if you want to batch export now.

Click the No button.



12. On the Import/Export Data menu, point to Automatic Export During End Of Day and click More.

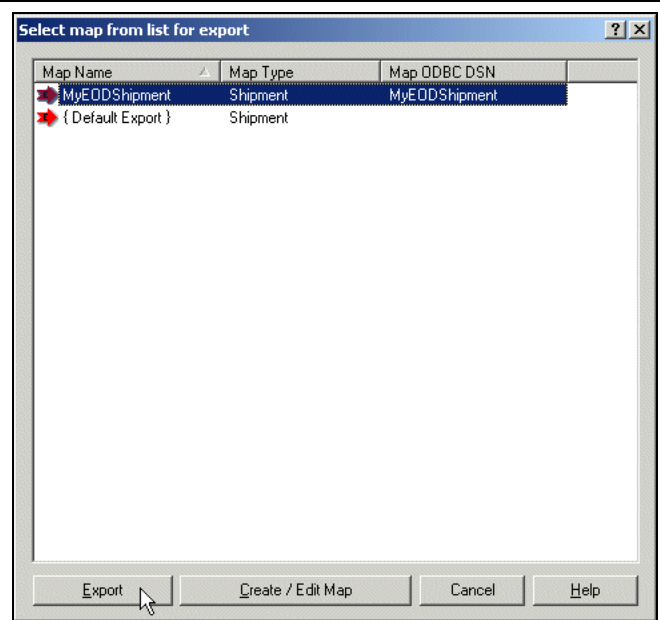


# UPS WorldShip™ 2009 Version 11.0 Export Shipment Data Using the UPS WorldShip® ODBC Feature



13. The Select Map from List for Export window appears.

- Select your map from the list.
- Click the Export button.



14. After you run End of Day, WorldShip stores all shipments processed that day in your database.

To verify that your mappings and shipping information, open your table using Microsoft® Access.

