Setting Up 
EMS Export

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Follow these steps to set up EMS Export:

1. Select the **System Info** menu. (See Figure 1.)

![Figure 1](image1)

2. Select the **Configuration** option.

3. Select the **Configure System Information** option.

4. Select the **Value Added Options** folder. (See Figure 2.)

![Figure 2](image2)
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5. Select the **EMS** option. Other settings are optional.

6. Select the **System Info** menu option again. (See Figure 3.)

7. Select the **Preferences** option.

8. Select the **Import/Export** tab. (See Figure 4.)

9. Select the **EMS Import and Export Operation**.

10. Select **Enable EMS Export**. Use the default **EMS Export Directory** or change it as needed. Note that this is the same directory to enter into PMCLogic.
11. If the export directory path does not exist, UltraMate will create it for you. (See Figure 5.)
12. In PMCLogic, enter the same **EMS Export Directory**. (See Figure 6.)
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Exporting files from UltraMate

UltraMate automatically exports an estimate when the estimate is saved.

Follow these steps to export an estimate manually:

1. Click on the **Utilities** menu. (See Figure 7.)

![Utilities menu](image)

2. Click on the **EMS Tasks** option.

3. Select the **Export** option.
4. Select one or more estimates to export. Hold down the Ctrl key when clicking to select more than one. (See Figure 8.)

5. Select the Export button to export the estimate(s).
Common Questions About PMCLLogic and EMS Imports

Many computer systems use the CIECA EMS format to obtain information from estimates. Sometimes, multiple systems will attempt to use the same EMS files. For example, estimate information may needed by a body shop management system, a claims management system, and a paint and materials invoicing system.

These computer systems must be coordinated so that EMS information is available for all of them.

The following questions and answers may be helpful. If you have further questions, please call ComputerLogic Customer Solutions at 800.288.6564.

Q: I cannot find my estimate when I use PMCLLogic’s EMS Import feature.
A: The order in which you import the EMS information is important. Many, if not all, body shop management systems import EMS files and delete them afterwards. This will make these files unavailable for the other systems that need estimate information. Here are several suggestions to correct this problem:
  ✓ Determine which computer system is deleting the EMS files and import with it last. Other computer systems, such as ComputerLogic’s PMCLLogic, do not delete the EMS files and should be used immediately after the estimate is exported from the estimating system.
  ✓ Export the EMS files again by following the instructions described earlier. This takes less than a minute for the entire process.

Q: I see EMS files in my directory, but PMCLLogic will not import them.
A: Be sure that your estimate contains either a RO number, claim number or both. PMCLLogic uses one of these numbers to locate the correct EMS files.

Q: I don’t put the RO number in until after the estimate is in the management system.
A: PMCLLogic has search fields for both the RO number and the claim number. Users that do not enter the RO number in the estimating system may use the claim number in PMCLLogic EMS Import.

Q: Why aren’t all the estimates in my estimating system listed on the PMCLLogic EMS Import window?
A: Only the estimates you have actually exported will appear in the list of estimates in the EMS Import window. If you don’t see the estimates you need, try exporting them again and retry your search.