

PDS:

Pharmacy Computers Australia - FRED and WINIFRED

Generating the Schedule 8 (S8) Electronic Lodgement File

To generate the S8 file:

1. From the Main screen, select **Reports**, (or press <Alt R>).
2. Select <S> for **Scripts** or <D> for **Drug Usage**.
3. Select Option 8, **S8 Prescription Data to Disk**.
4. Enter the Start date and press Enter.
5. Enter the Finish date and press Enter.
(To accept the default date range, e.g. the previous month, press Enter twice.)
6. To generate the report, select <G> for **Generate** and press Enter.
To cancel the report, select <C> for **Cancel** and press Enter.
To exit the process without creating a report, press Esc.
7. When the report is generated the system displays the number of prescription items in the report.
(If no items are found for the date range entered, a **No Information to Report** message displays.)
8. To print the report, press Enter or <Y>.
To not print the report, press ESC.
9. To save the report to disk, insert a blank floppy disk and press Enter.
10. The file is copied to the floppy disk.
11. When the copy is completed a message displays, **File successfully copied**.
12. You are then returned to the Dispense menu.

You can send the floppy disk to the DDU or access the S8 Online web site upload the S8 File from the floppy to the DDU.