

PDS: **Lockie (Pharmasol) - QuickScript**

Generating the Schedule 8 (S8) Electronic Lodgement File

To generate the S8 file:

1. Insert a blank floppy disk into the computer.
2. From the Main menu, select **Reports**.
3. Select <**S**> for **S3 and S8 Scripts Report**.
4. Select <**D**> for **Drugs of Addiction Report**.
5. Select **F** for Floppy as the Output option.
Other Output options are:
N for Notes paper
R for Report paper
S for Screen
6. Enter the Start date (in **DDMMYY** format) and press Enter.
7. Enter the Finish date (in **DDMMYY** format) and press Enter.
8. The report is copied to the floppy disk.

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