



How to Run a CFAWin8 Fuel Interface

The CFAWin8 Fuel Transaction Interface (FTI) is a custom interface that imports 3rd-party fuel, fluid and/or meter transaction data from automated fuel systems, fleet cards, GPS, etc. into CFAWin. There may be steps required by your 3rd-party fuel transaction file source to create their transaction file for import (e.g., polling). **Please refer to their instructions to create that file prior to proceeding in CFAWin.**

1. Access the **Fuel/Fluid/Meter Entry** screen.
 2. Select the **Import** tab at the bottom of the screen.
 3. Select the fuel transaction interface that you would like to run in the **Fuel System** section.
 4. Verify the **Import** section.
 - *Path* - Directory where CFAWin8 will look for the fuel transaction file. Should match location of 3rd-party fuel transaction file.
 - *Filename* – Filename CFAWin8 will look for. Should match 3rd-party fuel transaction filename.
 - *Last Run Date/Time, Last Run File Stats* and *New File Stats* – Date and Time when the 3rd-party fuel transaction file was last imported, statistics (Date/Time file modified and file size) of the last imported fuel file, and statistics (Date/Time file modified and file size) of the file currently in the directory. Verify these statistics to reduce the chances of importing a file that has already been imported into CFAWin.
 5. Verify the **Configuration** section.
 - *Interface Exe* - Name of the CFAWin Fuel Transaction Interface. This should not be edited.
 - *X-Reference to Equipment#* - If the Equipment ID in the 3rd-party fuel transaction file is not an exact match for the CFAWin8 Equipment ID, verify the X-Reference to Equipment# checkbox is checked.
- Note:** CFA Equipment# and Fuel System Equipment# must be updated accordingly in **System Setup | Setup Tables | Equipment tab | EQPXREF table.**
- *Unit Prices from CFAWin* - If fuel pricing in CFAWin should overwrite the pricing in the 3rd-party fuel transaction file, verify the Unit Prices from CFAWin checkbox is checked.



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Running the FTI in Preview Only mode enables the user to troubleshoot potential issues before posting. Use Preview Only Mode to: verify you are not importing a file that has already been imported and to preview transactions with incorrect meter entries, invalid fuel types, invalid fuel quantities, etc.

To Run the Fuel Transaction Interface in Preview Only Mode:

1. Click in the **Transaction Posting** column of the **Fuel System** section to activate the dropdown arrow.
2. Select **Preview Only (No Post)**.
3. Click the **Start** (green light) icon.
4. In the **Import Table** section, click the **Error Status** column header to sort by that column.

This will group all Error Status “0”, “1”, and “33” codes together, making it easier to audit status codes.

- **Error Status “0”** indicates that there are no errors with the transaction. The meter reading AND fuel cost/quantities will update.
- **Error Status “1”** indicates that either the Meter Reading OR the Fuel Qty/Fuel Cost is out of range between CFA and the fuel transactions. Read the Messages column in the Import Table section for more details on those transactions.
- **Error Status “33”** indicates that both the Meter Reading AND the Fuel Qty/Fuel Cost are out of range between CFA and the fuel transactions. Neither the Meter Reading NOR the Fuel Qty/Fuel Cost will update. Read the Messages column in the Import Table section for more details on those transactions.

Some Error Statuses may require equipment, fuel or meter information to be updated in other tables and/or in your fuel system before proceeding. Users should address out of range meter readings, estimated usage, meter roll-overs, invalid fuel types, invalid fuel quantities, etc. as they apply.

Transactions that cannot be corrected prior to import into CFAWin must be manually entered in the Fuel/Fluid/Meter Entry screen in CFAWin.

Print the Import Transactions, including Messages, as a reference for correcting the source of Error Statuses.

To Print the Error Log:

1. Hide all unnecessary columns from the Import Table section, if desired.
2. Use <Shift + Click> or <Ctrl + Click> to click the gray select bar to the left of transaction row(s) with an error status greater than “0”. The row(s) should be highlighted black.
3. Click the dropdown arrow to the right of the Print icon. Select Fuel Import Transactions.
4. Follow prompts to print the grid.



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Once you have this printout, adjust the Transaction Posting column to be set at Post and Save Errors or Post and Discard Errors.

To Run the Fuel Transaction Interface in Posting Mode:

Note: Update **System Setup | Fuel/Fluid Rate Table** if using CFA Pricing.

1. Click in the **Transaction Posting** column of the **Fuel System** section to activate the dropdown arrow.
 - Select **Post and Save Errors** to post the fuel transactions and save the errors to display in the **Import Table** section at the bottom of screen

OR

 - Select **Post and Discard Errors** to post the fuel transactions and discard the errors from displaying in the **Import Table** section at the bottom of screen.
2. Click the **Start** (green light) icon.
 - **Error Status “0” Transaction:** Meter Reading AND Fuel Qty/Fuel Cost will update.
 - **Error Status “1” Transactions:** Either the Meter Reading OR the Fuel Qty/Fuel Cost will update. Manual corrections in CFAWin are necessary.
 - **Error Status “33” Transactions:** Neither the Meter Reading NOR the Fuel Qty/Fuel Cost will update. Manual corrections in CFAWin are necessary.

Some Error Statuses may require equipment, fuel or meter information to be updated in other tables and/or in your fuel system before proceeding. Users should address out of range meter readings, estimated usage, meter roll-overs, invalid fuel types, invalid fuel quantities, etc. as they apply.

Transactions that cannot be corrected prior to import into CFAWin must be manually entered in the Fuel/Fluid/Meter Entry screen in CFAWin.

To Manually Update Meter Reading or Fuel Qty/Fuel Cost:

1. Access the **Fuel/Fluid/Meter Entry** screen.
2. Select the **Current** tab at the bottom of the screen.
3. Enter the correct values for the portion(s) of the fuel transaction that did not update via the import.
4. Click the **Save** (diskette) icon.

Warning! Please be advised that Meter and Usage updates drive PM Schedules, Warranty Schedules, Cost/Usage, Fuel Economy and other vital fleet statistics. **If you are unsure how to proceed, please contact CFA Software Support Services for further assistance.**