

# Setting up Nexpart in MaxxTraxx Pro

Scott Systems

## Steps for Integrating Nexpart with MaxxTraxx Pro

1. Obtain Login Name and Password from your parts vendor.
2. Open MaxxTraxx Pro and Click on Vendors in the top menu.
3. Choose Accounts Payable Vendor List.
4. Search for the Vendor that you want to set up by simply typing their name.
5. When MaxxTraxx Pro finds them, Double Click on them in the list or Press Edit while highlighting them on the list and it will take you to their Vendor Record.
6. While on their Vendor Record, Click on the blue Catalog link on the left hand side of the form.
7. When on the Catalog form, Click the Down Arrow on the Catalog field and Click the NEXPART choice.
8. Enter your Login and Password into the appropriate fields.
9. Click OK to save your work.
10. To test your integration settings, go to any open Repair Order with labor on it and highlight and Right Click on a labor or highlight a labor and then Press the Add Parts button to view your Parts Options.
11. Choose Add Part from NEXPART.
12. If you have only one Vendor who has been setup with NEXPART, MaxxTraxx will go directly to that Vendor's website with the vehicle you are working on already selected. If you have more than one Vendor that works with NEXPART, MaxxTraxx will give you a list of NEXPART Vendors and you can choose which one you want to order from.
13. Choose a part or parts as you normally would from the website and then Click on MaxxTraxx on the taskbar to regain focus. Press the Add Selected Parts to RO button and the parts you had selected in from the Vendor website should transfer to the labor item you had highlighted in MaxxTraxx Pro.
14. You don't actually order it through the MaxxTraxx Repair Order, you are only picking it for inclusion on the Repair Order. The ordering is done later in the Purchase Order or Restock Invoice functions.
15. If this test works, your integration setup was successful

If you have any questions about getting your customers setup to order parts electronically, please let us know.

Thanks,  
The Scott Systems' Support Staff

### Telephone

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### Hours of Operation

- Monday - Friday, 7:00 a.m. - 5:00 p.m., Pacific Standard Time