

Guide for POS Submissions using Powersuite by Telus AG

To Log-In

Step 1: Go to the manufacturer’s website

PowerSuite®

PowerSuite Login

Username

Password

Log in

Forgot Username

Forgot Password

Step 2: Enter your login information. If you have any issues while logging in, please contact your Customer Operations Team at ab.dataopssupport@telusagcg.com

Once you are logged in, you will see the main page below:

PowerSuite®

Data Management

Data Management

Available Functions

POS Upload History

Review file load history

Sales Records

Review sales by product and manufacturer

Product X-Ref Report

Review product cross references

Customer Profile

Manage your company information

POS Upload Tracking

2022 ▾

2022 Season Data:

Last Transaction:

Transactions Pending:

Transactions Received:

For more detail, go to [POS Upload History](#)

File Transfer

POS Template ▾

Choose File

No file chosen

Download Template

Upload File

Cancel

To Upload your sales file

Step 1: Enter your sales data in the manufacturer’s Manual Submission Form—available when you click **Download Template** under **File Transfer**—or a similar Excel file, and save it on your desktop

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2022 ▾

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File Transfer

POS Template ▾

Choose File

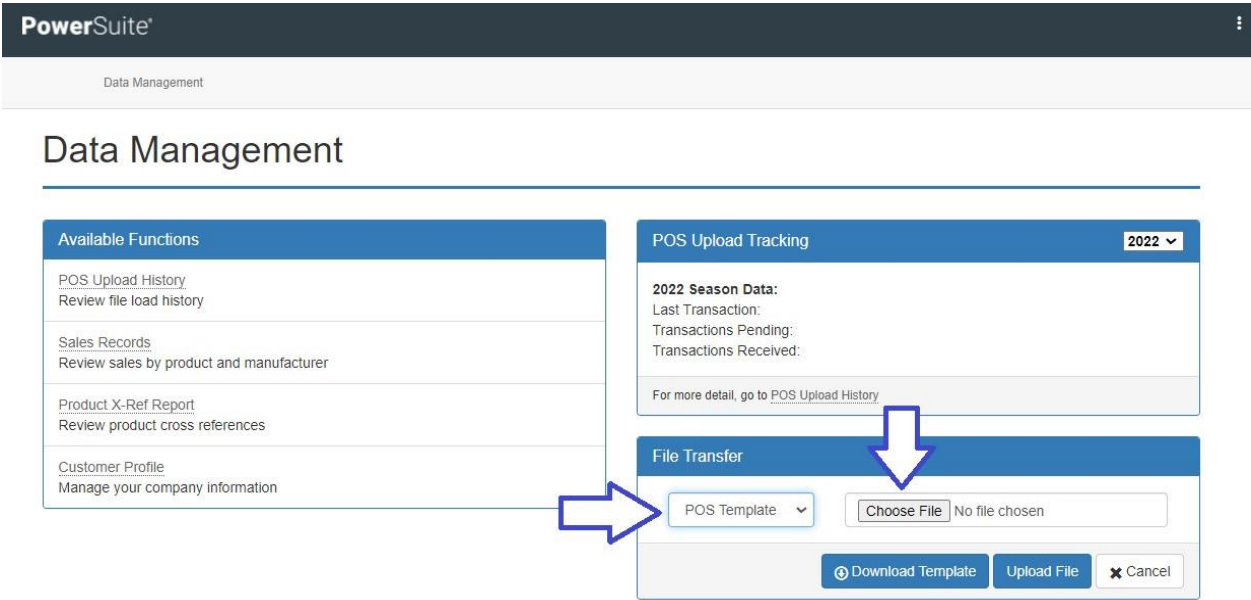
No file chosen

Download Template

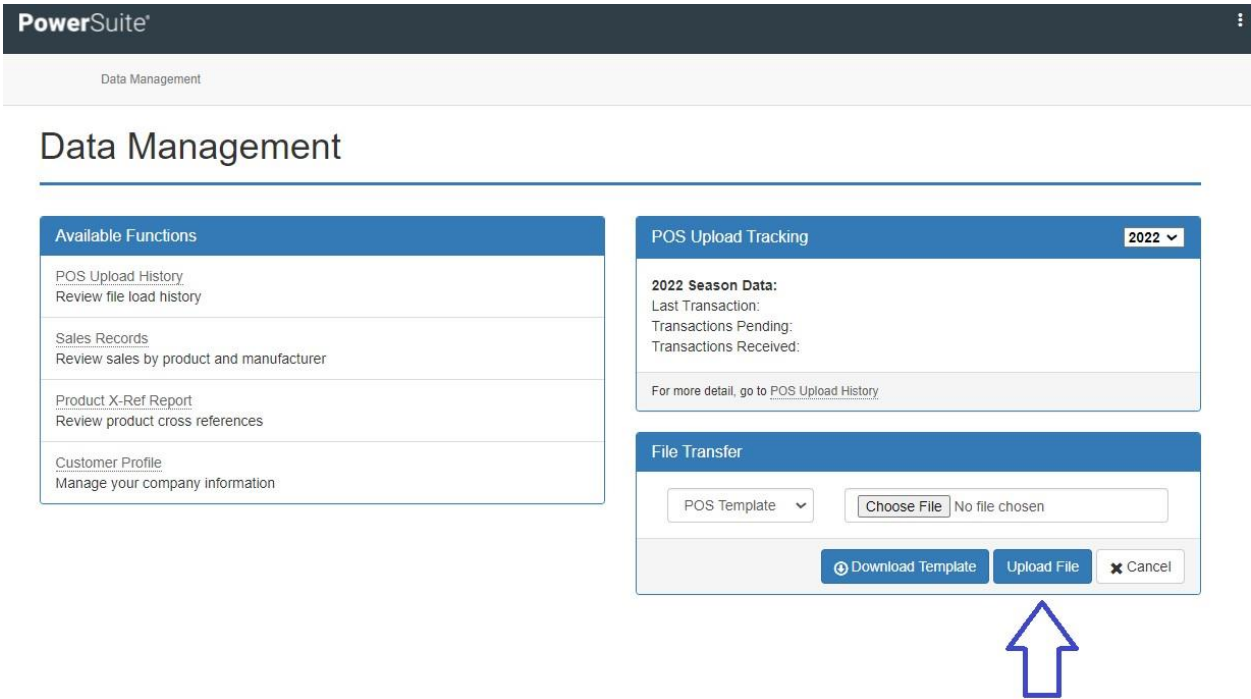
Upload File

Cancel

Step 2: Under **File Transfer**, click on **Choose File**. Select the file from your desktop.



Step 3: Under the same **File Transfer**, click on **Upload File**.



Step 4: A confirmation message will show up on the top right corner of your screen saying : “Thank you for uploading your file. Your file has been added to the system and will be processed soon”. *If you don’t get this confirmation message, follow again the steps above or contact your Customer Operations Team at ab.dataopssupport@telusagcg.com

PowerSuite

Data Management

Thank you for uploading your file. Your file has been added to the system and will be processed soon.

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2022

2022 Season Data: 10/1/2021 - 9/30/2022

Last Transaction:

November 16, 2021

Transactions Pending:

40

Transactions Received:

67

For more detail, go to [POS Upload History](#)

File Transfer

POS Template

Choose File

No file chosen

Download Template

Upload File

Cancel

The TELUS Ag Customer Operations team will review the uploaded Excel file and process it in the system. Don’t worry, as the uploaded transactions will not be immediately visible on the website.