

# Easy Royalties:

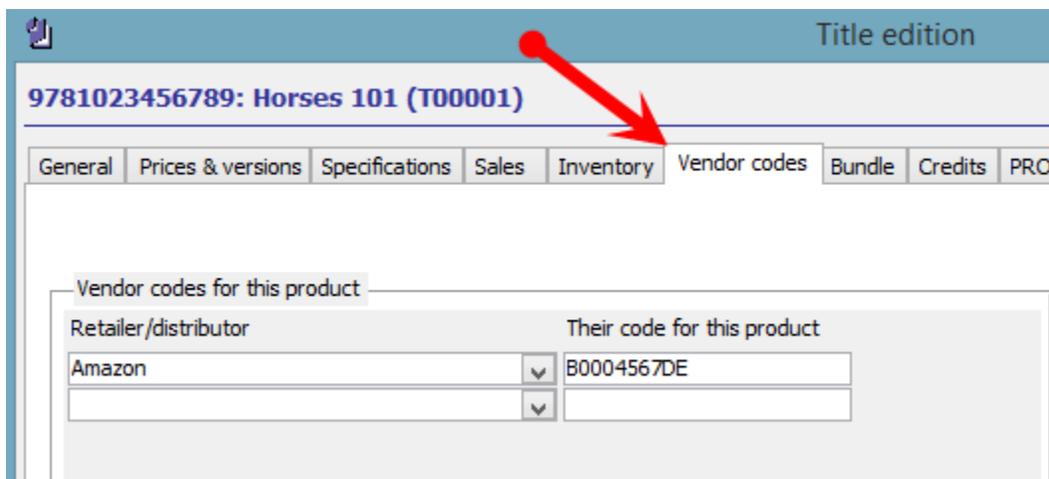
## Amazon Kindle Sales Imports

### Part 1: Amazon Kindle Sales Reports

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The Amazon Kindle sales report is a multi-currency sales report that uses Amazon's product identifier code; the **ASIN**, in lieu of the 13 digit ISBN. Sales are reported in the source currency as indicated by the currency symbol shown under the **Royalty** column.

In Easy Royalties you can 1) link the ASIN to the book's ISBN through the Edition's Vendor Code tab or 2) create editions for Kindle books with the ASIN in the ISBN field.



Before importing sales file you need to add columns for the currency and exchange rates to Amazon's sales file.

### Part 2: Amazon Product IDs

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Amazon uses the 10 digit ASIN (Amazon Standard Identification Number) for product identification. To import Amazon eBook sales into Easy Royalties you can associate the ASIN to an existing ISBN via the edition's vendor codes tab or by creating a new product that populates the ISBN field with Amazon's ASIN number.

#### Option 1

Most publishers add the Amazon ASIN numbers for to an existing product's edition record vendor code tab. This allows matches Amazon's AISN code to an existing ISBN.

Title edition

9781023456789: Horses 101 (T00001)

General Prices & versions Specifications Sales Inventory **Vendor codes** Bundle Credits PRC

Vendor codes for this product

| Retailer/distributor | Their code for this product |
|----------------------|-----------------------------|
| Amazon               | 9904567890                  |
| Barnes and Nobles    | 5678900010                  |
|                      |                             |

## Option 2

Create a separate product edition for each Amazon product by populating the ISBN field with the Amazon ASIN number. If you do this Amazon sales for this edition will show as a separate item on the royalty statement.

To enter non-ISBNs in the ISBN field turn off ISBN verification in **Options, settings and lists > Personal Options**.

Options, settings & lists

Options

- System options
- Personal options**
- Authors/contributors
- Automatic codes
- Co-editions & purchase orders
- Companies
- Editions
- Exchange rates
- People
- Printers
- Printing & binding

General Other

Personal options apply to this workstation or account only.

User name (optional):

Language (determines the display language where available, such as country names, etc.):

English

Validate ISBN numbers on data entry (invalid ISBN codes will not be accepted)

Automatically assign submission seasons (when this option is set, new submissions will automatically be assigned to the current season; otherwise no season is assigned automatically)

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*For books with a 10 digit ISBN the ASIN is the same  
as the ISBN number.*

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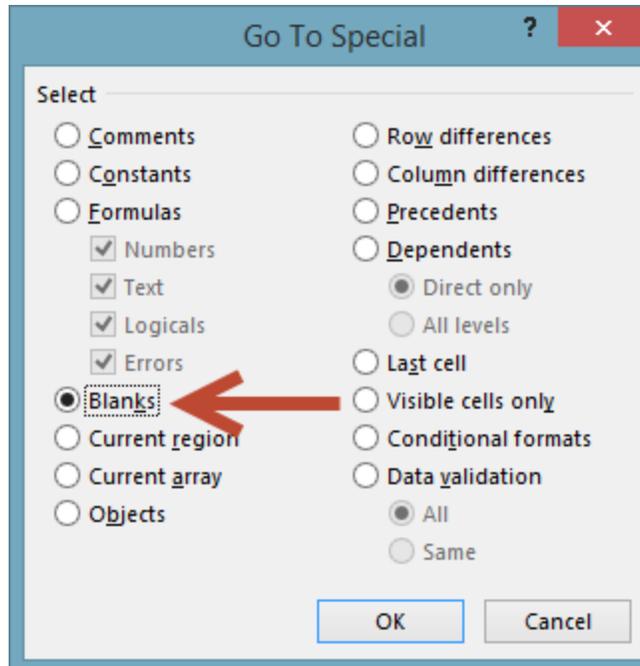
## Part 3: Prepare the file for importing

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1. Open the file in Microsoft Excel and Save As an Excel 97-2007 Workbook (.XLS)
2. Add Columns for Currency and Exchange Rate
  1. Select two columns in Excel then 1) in the Home > Cells section select Insert Columns OR 2) right click your mouse and select Insert > Entire Column.
  2. Enter the column names at the top of each column; **SaleCurrency** and **ExchangeRate**
3. Populate the Currency and Exchange Rate Columns
  1. Find the exchange rate to use for each currency listed in your Amazon report. You can find the exchange rate by searching Google for Exchange Rate.



2. Populate the columns by using Excel's Select Blanks feature. This allows you to quickly populate the currency and exchange rate columns with a few keystrokes
  - a. Select the two columns
  - b. Then in excel go to Find & Select > Go To Special > Blanks



- c. With the blank cells selected enter the equals sign (=), move the cursor up using the arrow key,
- d. Then press **control + enter**. This populates all blank cells with the value above it.
- e. The select the two columns and use copy, past special > values to replace the formulas with the calculated values.

#### 4. Edit the file to exclude rows you don't want imported.

1. Exclude the header rows; except for row 1, for each country's sales section by blanking out the royalty column text values: **Royalty** and the currency code under it. See example below.

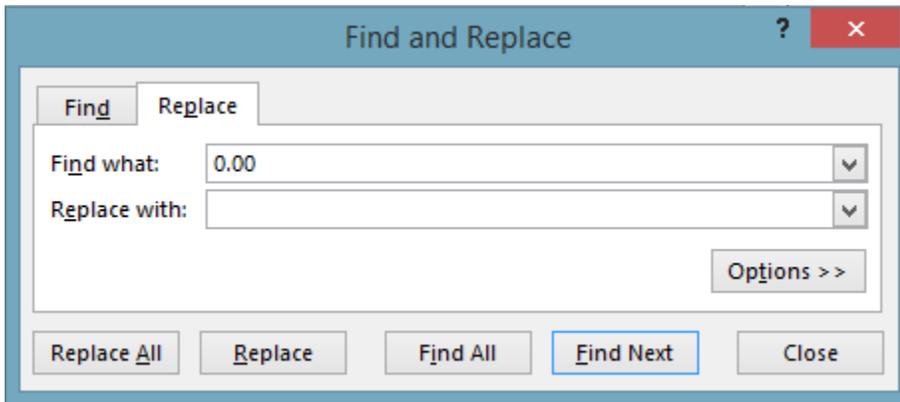
Before:

|                  |
|------------------|
| 2000.00          |
|                  |
| Royalty<br>(EUR) |
|                  |
| 1000.25          |

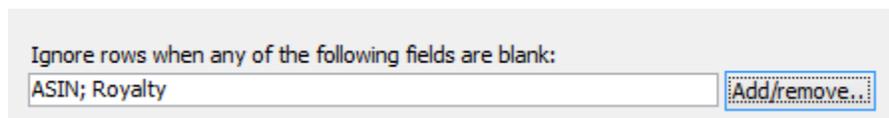
After:

|         |
|---------|
| 2000.00 |
|         |
|         |
|         |
| 1000.25 |

2. To exclude rows (sales records) with zero royalties select the royalty column, then use the Find and Replace functionality to replace zeroes (0.00) with a blank space.



3. Later, in the field mapping screen you will tell the software to skip rows with an empty **royalty** field.



5. Save the Excel file as an Excel 97-2007 Workbook (.XLS)

## Part 4: Importing Amazon Sales

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File > Sales > Import



### 4.1 Product Identification

If the import will reference the vendor code field select **Vendor product ID**

Product identification: \_\_\_\_\_

The import data must have a column which identifies the product on each row, and which is mapped to "ProductId" in step 3 below. Interpret the product identifier in this column as:

ISBN (10 or 13)
  SKU
  Vendor product ID
  Any code (mix and match)

If your ISBN fields is populated with the ASINs select **ISBN (10 or 13)**

Product identification: \_\_\_\_\_

The import data must have a column which identifies the product on each row, and which is mapped to "ProductId" in step 3 below. Interpret the product identifier in this column as:

ISBN (10 or 13)
  SKU
  Vendor product ID
  Any code (mix and match)

## 4.2 Exchange Rates

If your exchange rates are based on units of foreign currency to 1 USD select **Rate is units of foreign currency to 1 USD**. Example: 1 USD = .75 GBP



Exchange rates: \_\_\_\_\_

Rate is units of foreign currency to 1 USD
  Rate is USD to 1 unit of foreign currency

## 4.3 Field Mappings

Sales File Import Field Mappings for the Amazon Kindle Direct Sales File

| Insert into: | From (your column headers): | Use this Value | Notes |
|--------------|-----------------------------|----------------|-------|
|--------------|-----------------------------|----------------|-------|

|                  |                              |              |                    |
|------------------|------------------------------|--------------|--------------------|
| SaleDate         |                              | 12/31/2013   | The month end date |
| Customer         |                              | Amazon       | Recommended        |
| ProductID        | ASIN                         |              |                    |
| Quantity         | Net Units Sold or Borrowed** |              |                    |
| SaleCurrency     | SaleCurrency                 |              |                    |
| ExchangeRate     | ExchangeRate                 |              |                    |
| UnitPrice        | Average List Price           |              | Recommended        |
| TotalNetReceipts | Royalty                      |              |                    |
| InvoiceNumber    |                              | AMZ2013-1231 | Optional           |

Ignore rows when any of the following fields are blank: **ASIN, Royalty**

Ignore rows when any of the following fields are blank:

ASIN; Royalty

You can save field mappings for reuse in future file imports. If you save the field mappings the only values that need to be changed will be SaleDate (required) and InvoiceNumber (optional).

## Questions?

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If you have any questions please email [edwin@kensai.net](mailto:edwin@kensai.net)