

# **PulseNet Production System**

PPS Login	
Settings Help	<b>DFTROLPulseNet</b> Production System PPS
©	Softrol Systems PPS Customer
Setup	4867 North Main Street
©	Acworth, GA 30101
Monitor	Wednesday, January 28, 2004
Exit	2:32:04 PM

1100 Northpoint Parkway Acworth, GA 30102 770.974.2700 www.softrol.com



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## PulseNet Production System (PPS) Manual

## **Table of Contents:**

- 1. PPS System Introduction
- 2. PPS System Setup
- 3. PPS Company Setup and Maintenance
- 4. PPS Customer Setup and Maintenance
- 5. PPS Department Setup and Maintenance
- 6. PPS Cost Center Setup and Maintenance
- 7. PPS Task Setup and Maintenance
- 8. PPS Employee Setup and Maintenance
- 9. PPS Monitoring Station Setup and Maintenance
- 10. PPS Monitor Program
- 11. PPS Reports
- 12. PPS Administrative Functions
- 13. PPS Diagnostic and Message Center Functions
- 14. PPS Trouble Shooting and General Operations
- 15. PPS Station Maintenance PPS Box Replacement



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## **CHAPTER 1 - PPS Introduction**

The **PulseNet Production System** (PPS) is the Automatic Choice for Increased Production Efficiency.

The PPS System employs an innovative Production Management System Strategy:

PPS is a unique Integrated Hardware and Software System using Softrol control technology that collects, calculates, summarizes and reports productivity information necessary to effectively manage and control Textile Rental production operations.

## What does PPS do?

- Enables electronic data acquisition from the plant operations floor.
- Tracks operator performance at each workstation.
- Collects real time production information.
- Collects data for machine and labor loads throughout the plant.
- Automates the work measurement data processing tasks.
- Produces effective productive Labor reports.
- Reduces labor.
- Increases profits.

#### **PPS Features:**

Fully Integrated and Networked, Hardware and Software:

#### The PPS System Software is:

A PC based application for collecting, tracking, calculating, summarizing and reporting plant productivity information provided by PulseNet Production Stations.

## **PulseNet Production Stations Are:**

Smart card enabled data acquisition hardware stations and software to provide real time workstation and work cell productivity information. Software and hardware variations allow these stations to cover all types of production reporting needs.

#### The PPS Network Is:

Industrially configured PulseNet network software with wired and wireless Ethernet hardware components integrated into a seamless plant floor network.

#### **Operations Message Centers:**

The "Real Time Production Floor Data Display System" features multi-messaging of production data on large screen, color LCD monitors.

Softrol's revolutionary new PulseNet Production System (PPS) has been developed utilizing many of Softrol's existing as well as new technologies, such as SmartCard identification cards and wireless networking, which have just recently become commercially viable.



Softrol utilized these new technologies, as well as their existing PulseNet network information system and a new PPS PC based software application, to synergistically provide a very full featured, real time, Productivity Information and Management System for in-plant control of productive labor and production monitoring.

The system features PulseNet Production Station modules that can be easily located at any workstation throughout the plant. These PPS modules are networked by wired and/or wireless Ethernet to a central application PC and server that will continuously monitor the networked PPS modules. The PPS modules are bidirectionally communicating production specific information for real time production reporting and control.

The various workstation assigned employees log in to their specific workstations at the specified PPS module using their unique SmartCard. They are instantly recognized on the network and are constantly updated and reinforced with related output messages and indicators regarding their performance and productivity.

The employee can also input information at the PPS module, such as task, customer, goods type, etc., but normal production information is collected and input automatically by the PPS module with no operator interaction required.

As the PPS System is collecting all of the production information from the plant floor, management is being continuously updated with detailed and summarized reports that allow for immediate interaction, correction, and production planning. Since the real time data is being collected and managed at each individual PulseNet Production Station; the system operates continuously even in the event of a PC or network problem or interruption.



## **Automated Operations Management System**

PPS is an Integrated Hardware and Software System utilizing Softrol Control Technology that collects, stores, and manipulates data used to manage and control Textile Rental Production Operations. All data can be accessed and presented in virtual real time mode.

#### Features

PPS is a hardware and software system that provides management and operators with information about productivity.

This fully integrated network provides "Real Time" operator feedback as well as extensive data collection and reporting capability for management.

- Electronic Data Acquisition Plant Operations Floor
- Real Time Operations Information Operator Feedback
- Eliminates Paperwork Automates clerical data processing
- Message Centers Attractive plant floor display screens
- Quality Process Electronic data collections for rewash and mends
- Customer Reports Electronic data collection by Rental Customers
- Management Reports Extensive data for all management levels
- PC Platform Up to the minute networked operations information
- High Tech Identification badges use "SmartCard technology

The system is a fully integrated 32 bit Windows compliant software application. PPS can be fully integrated with existing PC based software systems.



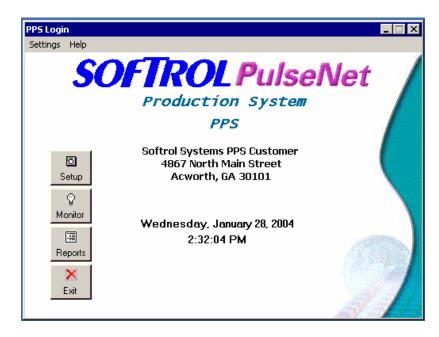
Notes:			



## **CHAPTER 2 - PPS Setup**

PPS Login			
Settings Help			
SOF	<b>IR</b> O	Pulse	Not /
/	roauct	ion System	
	1	PPS	
	Version:	1.1.0.27744	
	_		
	User ID 🛛	User	
	Password [	*****	
	OK	Cancel	1
		·	a de la compañía de l

This is the opening screen. User ID's and passwords will be assigned as part of the installation process. When the User ID and Password is entered and the OK button is clicked, this main screen appears.





PPS Login	
Settings Help	
Program Settings	(TDOLD I NO.
Exit	FTROL PulseNet
	Production System
	PPS
	Softrol Systems PPS Customer
5	4867 North Main Street
Setup	Acworth, GA 30101
<b>P</b>	
Monitor	Wednesday, January 28, 2004
	2:32:04 PM
Reports	
×	
Exit	

Select *Settings* and then *Program Settings* on the upper Menu Bar.

P	PS Device	х
	Properties Database Connection Reports Login Web Page: http://64.105.247.176/ppsreports/login.asp?uid=d PPS Device: Starting IP Address: 192.168.10.100 PPS Device: Sub Net Mask: 255.255.0	
	Apply OK Cancel	)

The two tabs under Program Settings contain data entered as part of the initial program setup by Softrol and your IT personnel.

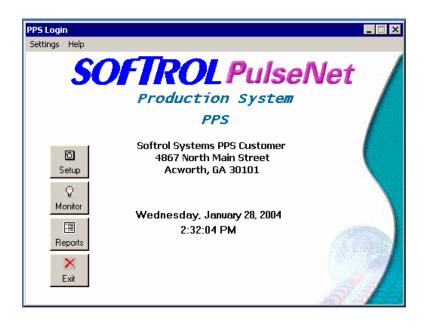
Selecting the "Properties" tab you can address the location of the "Reports Login Web Page" as well as the starting IP address ant the sub net mask.



PPS Device			
Properties Database Connec	tion		
🗖 Use DSN	[		]
Server Address:	(local)		
Database Name:	PPS		]
Driver:	{SQL Server}		
		Apply	OK Cancel

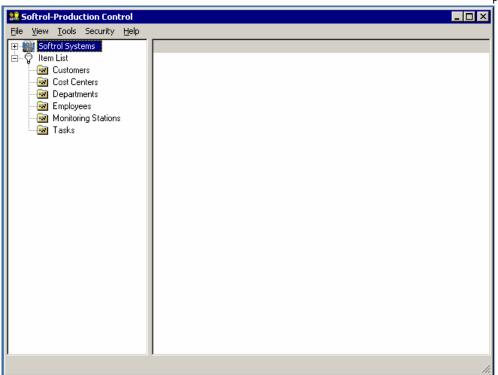
Select the Database Connection tab to set up the Server Address, Database Name, and the Driver. Once this information is entered click the *Apply tab*. This will bring you back to the main screen.

## **Program Setup**



Now select the *Setup* button and click on it.





From this screen you will define the other data needed to bring the system to life. The top Menu Bar selections give you the described on the following pages.





## **Tool Bar Menu**

File Exit	By clicking on Exit, you will return to the main screed.
View	
Active Items	This is a list of Active Employees that are currently on the payroll
Inactive Items	This is a list of Inactive Employees that are not currently on the payroll
All Items	
Show Item List	
Refresh	
Tools	

**Find PPS Devices** This will display a list of current devices on the network and their IP address as well as their status.

Available PPS Devices	;			
Properties				
Starting IP Address:	192.168.10.100	Check Current Devices		
Sub Net Mask:	255 255 255 0	1 Only		
SUD NEL Mask:	200.200.200.0	Show Failing Devices Only		
Available PPS Devic				
	.00.			
IP Address	Description	<u> </u>		
192.168.10.100	Available			
192.168.10.101	Assigned: Rest Iron #12 -	3, Active Device		
192.168.10.102	✓ 192.168.10.102 Assigned: Rest Iron #12 - 2, Active Device			
192.168.10.103 Assigned: Rest Iron #12 - 5, Active Device				
192.168.10.104	✓ 192.168.10.104 Assigned: Rest Iron #12 - 1, Active Device			
192.168.10.105	Assigned: Hand Fold #20,	Active Device		
192.168.10.106	Assigned: Hand Fold #22,	Active Device		
192.168.10.107	Assigned: Hand Fold #21,			
192.168.10.108	Assigned: Hand Fold #18.	Active Device		
		Start Exit		
		h		



## Security

## Set PPS Passwords

This allows you to set the password for the PPS devices on the production floor. This must be a six (6) digit number that allows the user to setup each PPS device.

PPS Passwords				×
To access the PP password is requir The password mus	ed. Enter	the passwor		
Setup Password	777777			
		OK	Cancel	

## Help

Contents

Index

## About

Displays information on the use of the system based on this documentation



## **CHAPTER 3 - Company Setup and Maintenance**

The upper portion of the Setup screen represents a hierarchical arrangement of the Item Lists displayed at the bottom of the page. You can drill down into the hierarchy by clicking on "+" buttons and move back to the start point by clicking on "-" buttons until all are "+" buttons.

Before entering any data the item lists will be empty and the top display will only show a company name. The screens below will illustrate this drill down feature.

Following these screens we will move into data input using the Item Lists at the bottom of the page.

Hierarchical Drill Down (Upper)

🔜 Softrol-Production Control
<u>File View T</u> ools Security <u>H</u> elp
⊡-∰ Softrol Systems, Inc.
E G Item List
A Kom Fisk
1
Softrol-Production Control
File View Tools Security Help
□- 🧱 Softrol Systems, Inc.
DEPT: Transfers
DEPT: Dummy Daywork
DEPT: Soil
DEPT: Conv Wash
DEPT: Tunnels
DEPT: Reclamation
📔 🗄 DEPT: Garments
📔 🗄 🗄 DEPT: Service
DEPT: Sheets     DEPT: Terry A     DEPT: Terry B     DEPT: Transfers     DEPT: Dummy Daywork     DEPT: Soil     DEPT: Soil     DEPT: Conv Wash     DEPT: Tunnels     DEPT: Reclamation     DEPT: Garments     DEPT: Service     DEPT: Engineering
🛛 🖻 – 🙄 Item List
Customers
🗌 🔤 🖂 Cost Centers
🔤 🔤 Departments
🛛 🐼 Employees
Monitoring Stations
Tasks



Item List Drill Down (Lower)



To change or edit the Company Name and Address, Right click on the *Company Name* and select *Properties*.

🞎 Softrol-Production Control				
Eile	⊻iew	<u>T</u> ools	Security	<u>H</u> elp
	il Sof ∋⊡	trol Syste DEPT: \$		
	ŧ	DEPT: 1	11000	rties
	<b>+-</b>	DEPT: 1	Г <del>епу в</del>	

Fill in the plant identification number as well as the address and click *Apply* to accept.

Company Maintenance	
Company ID	1
Properties	
Name:	Softrol Systems, Inc.
Address 1:	4867 North Main Street
Address 2:	
Address 3:	
City:	Acworth
State:	GA
Zip:	30101
	Apply OK Cancel



## **CHAPTER 4 - Customer Setup and Maintenance**

Double Click on *Customers* in the Item List. A list of previously entered Customers appears on the right side of the screen.

🞎 Softrol-Production Control				
<u>File View T</u> ools Security <u>H</u> elp				
🖃 🎆 Softrol Systems Customer	Name	Cust. ID	Long Name	Display Order
<b>±</b>	🛲 Unassigned	0		0
i ⊡ Tun/Prs Dept	🛲 fran	95092	Fran Hendrick	2
Bulk Dept	🛲 Smitty	1	Smitty Vinton	3
<ul> <li>Gmt Ship Dept</li> <li>Gmt Ship Dept</li> <li>Bar Code Dept</li> <li>Customers</li> <li>Customers</li> <li>Cost Centers</li> <li>Departments</li> <li>Employees</li> <li>Monitoring Stations</li> <li>Tasks</li> </ul>				

## **New Customers**

Enter new Customers by right clicking on *Customers* in the Item List and then clicking on *New*.

Softrol-Production Control     Eile <u>Vi</u> ew <u>T</u> ools Security <u>H</u> elp				
🖃 📲 Softrol Systems Customer	Name	Cust. ID	Long Name	Display Order
Sortiol Systems Customer	Name	0 95092 1	Long Name Fran Hendrick Smitty Vinton	Uispiay Urder   0 2 3

**OR** Right click on one of the existing *Customers in the Customer List* on the right of the screen and then click on *New*.



🞎 Softrol-Production Control				
<u>File ⊻iew T</u> ools Security <u>H</u> elp				
🖃 🏢 Softrol Systems Customer	Name	Cust. ID	Long Name	Display Order
±	🛲 Unassigned	0		0
⊡ ⊡ Tun/Prs Dept	🛲 fran	95092	Fran Hendrick	2
⊡ ⊡ Bulk Dept	Sm <sup>ann</sup>	— <u>1</u>	Smitty Vinton	3
⊞…" Gmt Ship Dept ⊕…" Bar Code Dept	New			
⊡	Properties			
Customers				
🔤 Departments				
Employees				
Monitoring Stations				
Tasks				

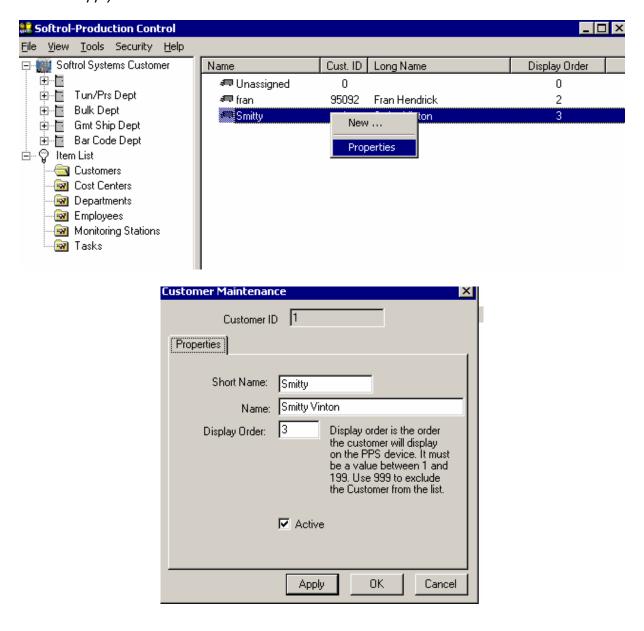
Fill in the information requested in the white boxes, hit *Apply* and then hit *OK*. (All short names in any item not just Customers are limited to 16 characters)

C	Customer Maintenance
ē	Customer ID
	Properties
	Short Name: Name: Display Order: Display Order: Display order is the order the customer will display on the PPS device. It must be a value between 1 and 199. Use 999 to exclude the Customer from the list.
	Active
	Apply OK Cancel



## **Change Customer Information**

Change information for an existing Customer by double clicking on that *Customer* in the right portion of the screen. Change any information in the white boxes including the check in the Active box. Then click *Apply* and *OK*. **OR** Right click on the *Customer* and click *Properties*. Change anything in white boxes. Then click *Apply* and *OK*.





## **Display and Print your Current Customers**

To display and then print your current customers, right click on any customer and click *Display for Print*. Next print the list that appears.

	🞎 Softrol-Production Contro			
	<u>File View T</u> ools Security <u>H</u> e	lp		
	🖃 🏢 Softrol Systems Customer	Name	Cust. ID Long Name	Display Order
		🛲 Unassigned	0	0
	⊡ ⊡ Tun/Prs Dept ⊡ ⊡ Bulk Dept	🛲 fran	95092 Fran Hendrick	2
	i ⊞… 🛅 Bulk Dept I ⊡… 🛅 Gmt Ship Dept	Smitty Smitty	New	3
			Display for Print	
	⊢ 🖓 Ītem List		Properties	
	Customers		Propercies	
	- 🐼 Cost Centers - 🐼 Departments			
	Employees			
	Monitoring Stations			
	🔜 Tasks			
st Prin	t			_
ext	Previous Zoom - Zoom +	Setup Print	Exit	
	Customore			
	Customers			
		ust. ID Long Name	Display Orde	r Active
	Name C	ust. ID Long Name	<b>Display Orde</b> 0	r <b>Active</b> Yes
	Name C Unassigned		xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx 0	



## **CHAPTER 5 – PPS Department Setup and Maintenance**

Double Click on *Departments* in the Item List. A list of previously entered Departments appears on the right side of the screen.

Softrol-Production Control			
<u>File View T</u> ools Security <u>H</u> elp			
🖃 🎆 Softrol Systems Customer	Name	Dept. ID	Desciption
±		6	
⊡ ⊡ Tun/Prs Dept	🔚 Tun/Prs Dept	1	Tunnel/Press Department
⊞ 🔚 Bulk Dept	📔 Bulk Dept	2	Bulk Department
i⊞⊶ <mark>a</mark> Gmt Ship Dept i⊞⊶ Table Bar Code Dept	📋 Gmt Ship Dept	3	Garment Shipping Departm
⊡ ♡ Item List	📔 Bar Code Dept	4	Bar Coding Department
🔤 Cost Centers			
Employees			
Monitoring Stations			

## **New Departments**

Enter new Departments by right clicking on *Departments* in the Item List and then clicking *New*.

Softrol-Production Control			
<u>File View T</u> ools Security <u>H</u> elp			
🕀 🎆 Softrol Systems Customer	Name	Dept. ID	Desciption !
🖻 🖓 Item List		6	
	🔚 Tun/Prs Dept	1	Tunnel/Press Department
	🗎 Bulk Dept	2	Bulk Department
Departments Mew	🔚 🔲 Gmt Ship Dept	3	Garment Shipping Departm
🕞 Manifester Ci	🔚 🗄 Bar Code Dept	4	Bar Coding Department
Tasks Properties			
_			

## OR

Right click on an existing *Department* in the Department list shown on the right side of the screen and then click *New*.

	🞎 Softrol-Production Control					- 🗆 🗵
	<u>File View T</u> ools Security <u>H</u> elp					
	🕀 🏢 Softrol Systems Customer	Name	Dept. ID	Descipti	ion	
	⊡… 🙄 Item List		6			
		🛅 Tun/Prs Dept	1	Tunnel/	Press Department	
		📙 Bulk Dept	2	Bulk De	partment	
		Gmt Ship Dept	New	<u> </u>	Shipping Departm	
		🗧 Bar Code Dept 🗕	Сору		ng Department	
	🔤 Tasks		Display for Prir	nt		
		-	Properties			
			rioperdes		I	
- 11						



l	epartment	
	(0)	
	Properties	
	Department ID:	New
	Short Name:	
	Description:	
	Supervisor:	Not Found
	Order Number:	0
	Budget Code:	
		Apply OK Cancel

Fill in the information in the white boxes. Remember short names <=16 characters.

The budget code can be set up at installation to relate PPS departmental data to other existing software. Click *Apply* and then *OK* when completed.

An additional way to enter a new Department is to right click on any *Department* in the list of Departments on the right of the screen and then click on *Copy*.

	Colds, adds, IFW, IF, cars, office			
📶 🎎 Softrol-Production Control				_ 🗆 ×
<u>File View T</u> ools Security <u>H</u> elp				
🕀 🛗 Softrol Systems Customer	Name	Dept. ID Desciption	า	1
i⊟ 🖓 Item List	E	6		
	📘 Tun/Prs Dept	1 Tunnel/Pi	ress Department	
Cost Centers	📙 Bulk Dept	2 Bulk Depa	artment	
Departments	Gmt Ship Dept	New	hipping Departm	
Monitoring Stations	🗎 Bar Code Dept	Сору	) Department	
🔤 Tasks		Display for Print		
		Properties		
	-		-	

Fill in or change any information in the white boxes as described above for new Departments. Click *Apply* and then *OK* when completed.

Department	
(0)	
Properties	
Department ID:	New
Short Name:	
Description:	
Supervisor:	Not Found
Order Number:	0
Budget Code:	
	Apply OK Cancel



If you elect to enter supervisors in the Employees section that is described later, hit the ">>" button at the end of the Supervisor box to bring up a list of employees.

Available Items employee id Full name I1970 DE MEZA, OLIVIA R. 26560 CONTRERAS, ELVIRA M. 26617 SAHAGUN, IRMA 26686 JIMEMEZ, VERONICA 26691 SIXTOS, ESMERALDA BALE 26784 GALVAN, JUAN LUIS 26796 HERNANDEZ, MARY 26825 SIMENTAL DE PEREZ, MAY 26959 RODRIQUEZ, NANCY 26973 LOPEZ, DANIEL MEZA 37309 MENDOZA, IRMA 51725 TOPPES LOSE ANTONIO C	Vwemployeefull employee id 11970 Full name DE MEZA, OLIVIA R.
Select	New Delete Save Exit

Select the supervisor for the Department from that list then hit the *Select* button.

D	epartment	
	(0)	
	Properties	
	Department ID:	New
	Short Name:	
	Description:	
	Supervisor:	DE MEZA, OLIVIA R.
	Order Number:	0
	Budget Code:	
		Apply OK Cancel

The order number is how each department is ordered in the reports. The budget code is used to indicate links to corresponding areas in other software currently used by the customer.

Click *Apply* and then *OK* when completed to update the data base with the changes.



## **Copy Departments**

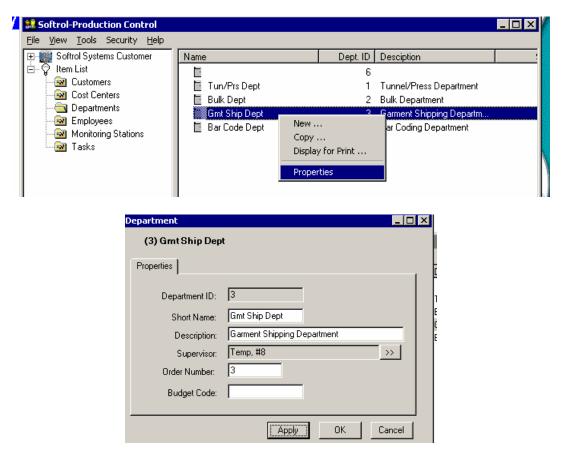
An additional way to enter a new Department is to right click on any *Department* in the list of Departments on the right of the screen and then click on *Copy*. Then enter any changes in the white boxes as described above for new Departments. Select a new supervisor if necessary by using the Supervisor ">>" button. Click *Apply* and then *OK* when completed.

File       View       Tools       Security       Help         Softrol Systems Customer       Name       Dept. ID       Desciption         Image: Customers       6       1       Tunnel/Press Department         Image: Customers       8       8       1       Tunnel/Press Department         Image: Customers       6       1       1       Tunnel/Press Department         Image: Customers       8       8       1       New       1         Image: Customers       9       8       1       1       1         Image: Customers       9       8       1       1       1         Image: Customers       9       1       1       1       1       1         Image: Customers       9       1 <t< th=""><th>Softrol-Production Control</th><th>alah atka ITK II ana alku</th><th></th><th></th><th>- 🗆 🗵</th></t<>	Softrol-Production Control	alah atka ITK II ana alku			- 🗆 🗵
Image: Construction of the model       Image: Construction of the model <td< th=""><th><u>File View T</u>ools Security <u>H</u>elp</th><th></th><th></th><th></th><th></th></td<>	<u>File View T</u> ools Security <u>H</u> elp				
Image: Customers       Image: Tun/Prs Dept       1munel/Press Department         Image: Customers       Image: Tun/Prs Dept       1munel/Press Department         Image: Customers       Image: Bulk Dept       2munel/Press Department         Image: Departments       Image: Bulk Dept       2munel/Press Department         Image: Departments       Image: Bulk Dept       New       Image: Department         Image: Departments       Image: Bar Code Dept       New       Image: Department         Image: Department Support       Image: Department Support       Image: Department         Image: Department Support       Image: Department Support       Image: Department Support         Image: Department Support       Image: Department Support       Image: Department Support         Image: Department Support       Image: Department Support       Image: Department Support         Image: Department Support       Image: Department Support       Image: Department Support         Image: Department Support       Image: Department Support       Image: Department Support         Image: Department Support       Image: Department Support       Image: Department Support         Image: Department Support       Image: Department Support       Image: Department Support         Image: Department Support       Image: Department Support       Image: Department Suppo		Name	Dept. ID	Desciption	
Properties	Item List 	Tun/Prs Dept Bulk Dept Gmt Ship Dept	1 2 New Copy Display for P	Bulk Department hipping Departm Department	

## **Change Department Information**

Change information for an existing Department by double clicking on that *Department* in the right portion of the screen Change any information in white boxes. Then click *Apply and OK*. **OR** 

Right click on the *Department* and click *Properties*. Change anything in white boxes. You can also change supervisors by clicking on the >> button and selecting another employee. Then click *Apply and OK* to make the changes in the database.





## **Display and Print your Current Departments**

To display and then print your current departments, right click on any department and click *Display for Print*. Next print the list that appears.

	🞎 Softrol-Production Control		
	<u>File View T</u> ools Security <u>H</u> elp		
	Softrol Systems Customer  Softrol Systems Customer  Softrol Systems Customer  Softrol Systems Customers  Softrol Systems  So	Name     Dept. ID     Desciption       I     Tun/Prs Dept     1     Tunnel/Press Dep       I     Tun/Prs Dept     1     Tunnel/Press Dep       I     Bulk Dept     2     Bulk Department       I     Garment Shipping     3     Garment Shipping       I     Bar Code Dep     Display for Print     9       Properties     1     Properties     1	Departm
Next	Previous Zoom · Zoom +	Setup Print Exit	
	Departments		
	Name	Dept. ID Desciption	Supervisor
	Tun/Prs Dept Bulk Dept Gmt Ship Dept Bar Code Dept	6 1 Tunnel/Press Department 2 Bulk Department 3 Garment Shipping Depart 4 Bar Coding Department	11921 22229 22229 22228 22228 22228





Notes:			



## **Chapter 6 – PPS Cost Center Setup and Maintenance**

<u>File View T</u> ools Security <u>H</u> elp				
🖃 🎆 Softrol Systems Customer	Name	CC ID	Dept.	Default Tasl
±	👔 Tunnel #1 CC	1000	Tun/Prs Dept	199
🗄 🔚 Tun/Prs Dept	👔 Tunnel #2 CC	1001	Tun/Prs Dept	199
🗄 📔 Bulk Dept	🚺 Shirt Prs CC	1002	Tun/Prs Dept	199
⊡ ⊡ Gmt Ship Dept	👔 Pants Prs CC	1003	Tun/Prs Dept	199
🗄 🛅 Bar Code Dept	🕼 Gmt Fold CC	1004	Tun/Prs Dept	199
⊟⊸ 🙄 Item List	🕼 Bulk Fold CC	1005	Bulk Dept	199
	👔 Bulk Ship CC	1006	Bulk Dept	199
	Mat Roll CC	1007	Bulk Dept	199
	🕼 Gmt Sort CC	1008	Gmt Ship Dept	199
Monitoring Stations	🕼 Gmt QC CC	1009	Gmt Ship Dept	199
Tasks	🕼 Bar Code CC	1010	Bar Code Dept	199

Double Click on *Cost Centers* in the Item List. A list of previously entered Cost Centers appears on the right side of the screen.

## **New Cost Centers**

Enter new *Cost Centers* by right clicking on *Cost Centers* in the Item List and then clicking *New*.

Softrol-Production Control	1.000, all 175 I an all			
<u>File View T</u> ools Security <u>H</u> elp				
🖃 🏢 Softrol Systems Customer	Name	CC ID	Dept.	Default Task
Ē	👔 Tunnel #1 CC	1000	Tun/Prs Dept	199
🗄 🗋 Tun/Prs Dept	👔 Tunnel #2 CC	1001	Tun/Prs Dept	199
Bulk Dept	👔 Shirt Prs CC	1002	Tun/Prs Dept	199
i ⊡ … E Gmt Ship Dept	🕼 Pants Prs CC	1003	Tun/Prs Dept	199
i ⊞… i Bar Code Dept ⊡… ♡Item List	🕼 Gmt Fold CC	1004	Tun/Prs Dept	199
	👔 Bulk Fold CC	1005	Bulk Dept	199
	👔 Bulk Ship CC	1006	Bulk Dept	199
Departm New	🕼 Mat Roll CC	1007	Bulk Dept	199
Employe Properties	👔 Gmt Sort CC	1008	Gmt Ship Dept	199
Monitoring stations	🚽 🕼 Gmt QC CC	1009	Gmt Ship Dept	199
Tasks	😰 Bar Code CC	1010	Bar Code Dept	199

## OR

Right click on an existing *Cost Cente*r in the Cost Center list shown on the right side of the screen and then click *New*.

🔡 Softrol-Production Control				
<u>File View T</u> ools Security <u>H</u> elp				
🖃 🎆 Softrol Systems Customer	Name	CC ID	Dept.	Default Task
Ē	👔 Tunnel #1 CC	1000	Tun/Prs Dept	199
⊡ ⊡ Tun/Prs Dept	👔 Tunnel #2 CC	1001	Tun/Prs Dept	199
Euk Dept	🕼 Shirt Prs CC	1002	Tun/Prs Dept	199
⊡ ⊡ Gmt Ship Dept ⊡ ⊡ BarCode Dept	👔 Pants Prs CC	1003	Tun/Prs Dept	199
⊡ ♡ Item List	Gmt Fold CG	1004	Tun/Prs Dept	199
Customers	👔 Bulk Fold C(	New	Bulk Dept	199
Customers	😰 Bulk Ship Ci	Copy Disalah ƙwallon	Bulk Dept	199
	🕼 Mat Roll CC 🔄	Display for Print	Bulk Dept	199
	🕼 Gmt Sort CC	Properties	Gmt Ship Dept	199
Monitoring Stations	🔄 🗿 Gmt QC CC 💳	1009	Gmt Ship Dept	199
🗟 Tasks	👔 Bar Code CC	1010	Bar Code Dept	199



Select       Available Items       Department ID     Short Name       1     Tun/Prs Dept       2     Bulk Dept       3     Gmt Ship Dept       4     Bar Code Dept       6	Departments Department ID 1 Short Name Tun/Prs Dept
Select	New Delete Save Exit

Use the ">>" to enter the department for the Cost Center. Hit the *Select* button.

•		
_	Cost Center	
В	(0)	
G B	Properties	
il C	Department:	Tun/Prs Dept
C	Cost Center ID:	New
D E	Short Name:	
M T	Description:	
1	Default Task:	Idle Time >>
	Unmeasured Budget:	
	Average Pay:	0
		Apply OK Cancel

Fill in the information in the white boxes, hit *Apply then OK*. Remember short names <=16 characters.

NOTE: The default task for all cost centers is Idle Time.

Unmeasured Budget is the time allowance given each employee for lunch if they do not clock out for lunch. If the auto off feature is used - explained later under tasks - the budgeted time will include other items as well.



### **Copy Cost Centers**

An additional way to enter a new Cost Center is to right click on any *Cost Center* in the list of Cost Centers on the right of the screen and then click on *Copy*. Then enter the Department for the Cost Center and change any information in the white boxes as described above for new Cost Centers. Click *Apply and then OK* when completed.

🔡 Softrol-Production Control			
<u>File View T</u> ools Security <u>H</u> elp			
🖃 🎆 Softrol Systems Customer	Name	CCID Dept.	Default Task
<u>+</u> <u>-</u>	🕼 Tunnel #1 CC	1000 Tun/Prs Dept	199
⊡E Tun/Prs Dept	🕼 Tunnel #2 CC	1001 Tun/Prs Dept	199
🗄 🗎 Bulk Dept	🕼 Shirt Prs CC	1002 Tun/Prs Dept	199
i⊞ ⊶ 📴 Grmt Ship Dept i⊞ ⊶ 🗖 Bar Code Dept	👔 Pants Prs CC	1003 Tun/Prs Dept	199
I ⊡ ⊡ Bar Code Dept ⊡ ∽ ♡ Item List	Gmt Fold CC	1004 Tum/Prs Dept	199
	📓 Bulk Fold CC	New	199
Cost Centers	📓 Bulk Ship CC	Copy Display for Print	199
	📓 Mat Roll CC	K Dept	199
Employees	📓 Gmt Sort CC	Properties Ship Dept	199
	📓 Gmt QC CC	TUU9 Gmt Ship Dept	199
🔜 Tasks	🔊 Bar Code CC	1010 Bar Code Dept	199

#### **Change Cost Center Information**

Change information for an existing Cost Center by double clicking on that *Cost Center* in the right portion of the screen Change any information in white boxes. Then click *Apply and OK*. **OR** Right click on the *Cost Center* and click *Properties*. Change anything in white boxes. Then click *Apply and OK*.

COST CENTER AND CICK	riopenties. Che	inge anytiin	g in white box	
🞎 Softrol-Production Control				_ 🗆 ×
<u>File View T</u> ools Security <u>H</u> elp				
🖃 🏢 Softrol Systems Customer	Name	CC ID	Dept.	Default Task
<b>±</b>	👔 Tunnel #1 CC	1000	Tun/Prs Dept	199
🕀 📄 Tun/Prs Dept	👔 Tunnel #2 CC	1001	Tun/Prs Dept	199
🗄 🔚 Bulk Dept	🕼 Shirt Prs CC	1002	Tun/Prs Dept	199
⊡ ⊡ Gmt Ship Dept ⊡ ⊡ BarCode Dept	😰 Pants Prs CC	1003	Tun/Prs Dept	199
∃ ♡ltem List	Gmt Fold CC	1004 New	- T Prs Dept	199
	🔊 Bulk Fold CC		Dept	199
Cost Centers	🔊 Bulk Ship CC	Copy Diselar: fee Deich	Dept	199
	🔊 Mat Roll CC	Display for Print	··· Dept	199
	👔 Gmt Sort CC	Properties	Ship Dept	199
- Monitoring Stations	🔄 🗿 Gmt QC CC	1003	umt Ship Dept	199
🔤 Tasks	🔊 Bar Code CC	1010	Bar Code Dept	199

Cos	t Center	
	(1002) CC: Irone	er #3
P	roperties	
	Department:	DEPT: Sheets >>
	Cost Center ID:	1002
	Short Name:	CC: Ironer #3
	Description:	Sheet Ironer #3
	Default Task:	Idle Time >>
U	nmeasured Budget:	0
	Average Pay:	0
		Apply OK Cancel



## **Display and Print your Current Cost Centers**

To display and then print your current cost centers, right click on any cost center and click *Display for Print*. Next print the list that appears.

Softrol-Production Control			
Eile     View     Tools     Security     Help       Softrol Systems     Customer       Image: Customer       Image	Name Dunnel #1 CC Tunnel #2 CC Shirt Prs CC	CC ID Dept. 1000 Tun/Prs Dept 1001 Tun/Prs Dept 1002 Tun/Prs Dept	Default Task 199 199 199
	Pants Prs CC Gmt Fold CC Bulk Fold CC	1003 Tun/Prs Dept New /Prs Dept Dept	199 199 199 199
Cost Centers Cost Centers Departments Employees	2 Bulk Ship CC 2 Mat Roll CC 2 Gmt Sort CC	Display for Print Properties Ship Dept	199 199 199
	곏 Gmt QC CC @ Bar Code CC	1009 Gmt Ship Dept 1010 Bar Code Dept	199 199

📙 List Prin	it						
Next	Previous	Zoom -	Zoom +	Setup	Print	Exit	
							A

#### Cost Centers

Name	CC ID	Dept.	Default Task	Budget
Tunnel #1 CC	1000	Tun/Prs Dept	199	0
Tunnel #2 CC	1001	Tun/Prs Dept	199	
Shirt Prs CC	1002	Tun/Prs Dept	199	
Pants Prs CC	1003	Tun/Prs Dept	199	
Gmt Fold CC	1004	Tun/Prs Dept	199	
Bulk Fold CC	1005	Bulk Dept	199	
Bulk Ship CC	1006	Bulk Dept	199	
Mat Roll CC	1007	Bulk Dept	199	
Gmt Sort CC	1008	Gmt Ship Dept	199	
Gmt QC CC	1009	Gmt Ship Dept	199	
Bar Code CC	1010	Bar Code Dept	199	



## **CHAPTER 7 – PPS Task Setup and Maintenance**

Softrol-Production Control						_ 🗆 ×
<u>File View T</u> ools Security <u>H</u> elp						
🖃 🎆 Softrol Systems Customer	Name	Task ID	CC	Prod. Std.	Rewash %	Repair % 🔺
<b>→□</b>	TunShirt	1	1000	279	1	5
🗄 🗎 Tun/Prs Dept	TunPant	2	1000	286	1	5
E Bulk Dept	TunCoats	3	1000	250	1	5
⊡ ⊡ Gmt Ship Dept	TunCover	4	1000	100	1	5
i ⊞… <mark>⊟</mark> BarCode Dept ⊟… ♡ Item List	NoWork	197	1000	0	0	o
E 🙄 Item List	Machine Maint	198	1000	0	0	0
Cost Centers	Idle Time	199	1000	0	0	0
	TunShirt	1	1001	279	1	5
	TunPant	2	1001	286	1	5
Monitoring Stations	TunCoats	3	1001	250	1	5
	TunCover	4	1001	100	1	5
	Molutork	107	1001	n	0	0

Double Click on *Tasks* in the Item List. A list of previously entered Tasks appears on the right side of the screen.

## New Tasks

All Tasks

Enter new Tasks by right clicking on Tasks in the Item List and then clicking New.

鵍 Softrol-Production Control						_ 🗆 ×
<u>File View T</u> ools Security <u>H</u> elp						
🖃 🏢 Softrol Systems Customer	Name	Task ID	CC	Prod. Std.	Rewash %	Repair % 🔺
±	TunShirt	1	1000	279	1	5
⊡ ⊡ Tun/Prs Dept	TunPant	2	1000	286	1	5
🖻 🗎 Bulk Dept	TunCoats	3	1000	250	1	5
🗄 📲 Gmt Ship Dept	TunCover	4	1000	100	1	5
i⊞ ∰ BarCode Dept ⊟ ♡ Item List	NoWork	197	1000	0	0	0_
E	Machine Maint	198	1000	0	0	0
Cost Centers	Idle Time	199	1000	0	0	0
	TunShirt	1	1001	279	1	5
	TunPant	2	1001	286	1	5
Monitoring Stations	TunCoats	3	1001	250	1	5
Tasks	, TunCover	4	1001	100	1	5
New	NoWork	197	1001	0	0	0
Properties	Machine Maint	198	1001	0	0	0
1-10001000	II 10 T	100	1001	•		

## OR

Right click on an existing *Task* in the Task list shown on the right side of the screen and then click *New*.

File View Tools Security Help						
📮 🎆 Softrol Systems Customer	Name	Task ID	CC	Prod. Std.	Rewash %	Repair % 🔺
±	TunShirt	1	1000	279	1	5
🕀 📋 Tun/Prs Dept	TunPant	2	1000	286	1	5
庄 📲 Bulk Dept	TunCoats	3	1000	250	1	5
🖅 🔚 Gmt Ship Dept	TunCover	4	1000	100	1	5
😟 🛅 🗄 Bar Code Dept	NoWork	197	1000	0	0	0.
⊡	Machine Maint	198	1000	0	0	0
Customers	Idle Time	199	1000	0	0	0
	TunShirt	1	1001	279	1	5
	TunPant	New		286	1	5
Monitoring Stations	TunCoats	Сору		250	1	5
Tasks	TunCover	Display for	Print	100	1	5
	NoWork	Properties		0	0	0
					~	~



Cost Center Task	
(1000/1) TunShirt	
Properties	
Task ID: 1	Cost Center ID: 1000
Short Name: TunShirt	Item Group Code: TUNNEL >>
Description: Hang Shirts - Tunnel	
Collection Method: Automatic Collectio >>	
Apply Work To Cost (	Center: 1000 _>>
Prod Standard: 279 /hour Produ	uction Pieces per Machine Count: 1
Number of Operators	Rewash 1 % Repair Percent: 5 %
	ts Machine Off time to Increment. Must be ero will disable this feature
Prod. Measure: Pieces >>	Unit Weight: 0.5
	Apply OK Cancel

You can assign Task ID's (numbers) or check the Auto Num. box.

The best method is to check the Auto. Num. box and let the system number the tasks the first time. Fill in the name and the description.

Use the ">>" to enter the Cost Center for the Task. Then hit the *Select* button.

🖳 Select		
Availab Cost C 1001 1002 1003 1004 1005 1006 1007 1008 1009 1010	le Items Center ID short name Tunnel #1 CC Tunnel #2 CC Shirt Prs CC Pants Prs CC Gmt Fold CC Bulk Fold CC Bulk Ship CC Mat Roll CC Gmt Sort CC Gmt QC CC Bar Code CC	Cost Centers Cost Center ID 1000 short name Tunnel #1 CC
	Jelect	New Delete Save Exit

The Item Group Code >> will be covered at the end of this chapter.



If you wish to reference the PPS task code to another corporate task fill in the Company Task Code.

Cost Center Task				_ 🗆 X
(1001/1) TunShirt				
Properties				
Task ID: Short Name: Description:	1 TunShirt Hang Shirts - Tunnel	Cost Center ID: Item Group Code:	TUNNEL	>> >>
Company Task Code:	GS0606			
Collection Method:	Automatic Collectio >>			
	Apply Work To Cost	Center: 1001	>>	
Number of Operators Required	Missed Pieces start	iction Pieces per Machi Newash 1 & F Percent: 1 & F s Machine Off time to I ero will disable this featu	Repair Percent: 5 ncrement. Must be	%
	Pieces >>	Unit We		
		Apply	ОК	Cancel

Next, use the ">>" to enter the Collection Method for the Task.

🖳 Select	
Available Items       Method ID     Description       1     Automatic Collection       2     Manual Collection       3     Day Work Task       4     Time Card	Collection Methods Method ID 1 Description Automatic Collection
Select	New Delete Save Exit

Automatic Collection = Counts are obtained electronically = Single or Team PPS station Manual Collection = Counts are entered by the operator or other employees Daywork Task = Only hours entered for this type task = Unmeasured Work = Cost Center (Daywork) PPS station

Time Clock Task = Task used to clock in or clock out employees = Time Clock PPS station Then hit the *Select* button.



## Automatic/Manual/Time Clock Tasks

This original task data entry screen continues to appear for Automatic and Manual Collection and Time Clock tasks.

Enter the cost center for the task to be applied to by clicking on the >>. This allows tasks for more than 1 cost center to exist on a PPS station.

Select		_	
Availabl		Cost Centers Cost Center ID 1000 short name Tunnel #1 CC	
	Select	New Delete Save E	Exit

Enter the Production Standard and then the optional normal %'s for rewash and repair for your plant (optional) for the Task. Not required for Time Clock devices.

Properties		
Task ID:	D: 1 Cost Center ID: 1000	>>
Short Name:	: TunShirt Item Group Code: TUNNEL	>>
Description:	: Hang Shirts - Tunnel	
Collection Method:	d: Automatic Collectio >>	
Prod Standard:	279 /hour Production Pieces per Machine Count: 1	_
Number of Operators Required	Is Hewash 1 % Benair Percent 5	%
	Missed Pieces starts Machine Off time to Increment. Must be	
Enable Auto Machine Off	greater then 3. A zero will disable this feature	

Auto Machine off is used when standards do not include allowances for personal, delay and miscellaneous times. These must be entered as Unmeasured Budget under each cost center.



Next select the Production measure by clicking on the ``>>''

select	
Available Items           Measure id         Description           1         Pieces           2         Pounds           3         Time (seconds)	Production Measures Measure id 1 Description Pieces
Select	New Delete Save Exit

Then hit *Select*.

E Cost Center Task	
(1000/1) TunShirt	
Properties	
Task ID:	1 Cost Center ID: 1000
Short Name:	TunShirt Item Group Code: TUNNEL >>
Description:	Hang Shirts - Tunnel
Collection Method:	Automatic Collectio >>
	Apply Work To Cost Center: 1000 >>
	279 /hour Production Pieces per Machine Count: 1
Number of Operators Required	Percent: 1 % Hepain ercent: 15 %
Enable Auto Machine Off	Missed Pieces starts Machine Off time to Increment. Must be greater then 3. A zero will disable this feature
Prod. Measure:	Pieces >> Unit Weight: 0.5
	Apply OK Cancel

Fill in the item weight if known.



## **Day Work Tasks**

After entering the Collection method as Day Work Task, a different task data entry screen appears than that used for Automatic Collection/Manual Collection/Time card Tasks.

Cost Center Task	_ 🗆 X	
(1000/197) NoWork		
Properties	,	
Task ID: 197 Cost Center ID: 1000	>>	
Short Name: NoWork Item Group Code: TUNNEL		
Description: No Work		
Collection Method: Day Work Task >> Budgeted Hours: 0		
Apply Work To Cost Center: 1000 >>		
	Cancel	

Fill in the remaining information in the white boxes. Then click *Apply and OK*. Remember short names <=16 characters. Budgeted hours are for daywork tasks not included in earned hours.

Check the box "*include in earned hours*" if for a necessary, productive daywork task. No Work, Maintenance Time and Idle Time tasks are never included in Earned Hours. Any other daywork tasks can be selected or not for this category.



#### Day Work "Apply Work to Cost Center"

The "*Apply Work To Cost Center*">> selection box should be assigned the Cost Center ID unless Day Work (cost center) PPS stations are used where employees may log into Day Work Tasks in several different Cost Centers from the same PPS box.

Since PPS devices must be assigned to a cost center this would mean that the Cost Center ID for a multiple cost center Day Work box would be for a Day Work Cost Center created for that Day Work PPS box or boxes.

Tasks assigned to this Day Work Cost Center would be distributed to their actual Cost Centers using the "*Apply Work To Cost Center"* >> selections.

Cost Center Task	_ 🗆 🗙
(1000/197) NoWork	
Properties	
Task ID: 197 Cost Center ID: 1000	>>
Short Name: NoWork Item Group Code: TUNNEL	>>
Description: No Work	
Collection Method: Day Work Task >> Budgeted Hours: 0	
Apply Work To Cost Center: 1000 >>	
Include in Earned Hours	
Apply OK C	Cancel

Hit *Select* to select the "Apply Work To Cost Center" for the Day Work Task. Hit *Apply then OK* when finished.

<b>e</b> l	Select			
Г	Available	Items		Cost Centers
	Cost Cer	nter ID short name		Cost Center ID
	1000 1001 1002 1003 1004 1005 1006 1007 1008	CC: Ironer #1 CC: Ironer #2 CC: Ironer #3 CC: Ironer #4 CC: Ironer #5 CC: Ironer #6 CC: Ironer #6 CC: Ironer #8 CC: Ironer #8 CC: Sht Iron Emp		short name CC: Ironer #1
	1009 1010 1011 1012	CC:ClnUp/Util Sht CC:Tie Out Shts CC:Mach Fold TA CC: Ironer #9	•	
		Select		New Delete Save Exit



#### **Item Group Code**

Use only for Automatic and Manual Collection Tasks that will be displayed on your Pieces and Pounds Report. *i.e. Finished Pieces – Garments, Flatwork, Towels, Mats, etc.* 

Once you have assigned all of your tasks you may want to group some or all of your finished goods tasks. i.e. Small Bath Towels, Large Bath Towels, XL Bath Towels, Bath Sheets may be grouped under Bath Towels if desired. To create Item Group Codes go to any defined task and Hit the Item Group Code ">>" button.

	(1001/0)					
F	properties					
	Task ID:	E A	uto Num.	Cost Center ID:	1001	>>
	-				, 	
	Short Name:			Item Group Code:	1	
	Description:					
	Collection Method:	Automatic Colle	ctio >>			
	Rewash Percent:	0 %	/hour	Repair Pe	equired  1 rcent: 0	2
		Pieces	>>	ir counts to the produc Unit W	ction count. /eight: 0	
				Apply	ОК	Cancel
elect						
				duction Items		
	e Items		<b></b>			
ltem co			<b></b>	em code		
ltem co 1 10	ode Description Sheets Blue Cleaning Tow	vels	<b></b>			
ltem co 1 10 11	ode Description Sheets Blue Cleaning Tow Pillow Slips	vels		em code		
Item co 1 10 11 12	ode Description Sheets Blue Cleaning Tow	vels				
Item co 1 10 11 12 13 14	ode Description Sheets Blue Cleaning Tow Pillow Slips Napkins Glass Towels Bib Aprons			em code		
Item co 1 10 11 12 13 13 14	ode Description Sheets Blue Cleaning Tow Pillow Slips Napkins Glass Towels Bib Aprons 40>80 Table Cloth	15		em code		
Item co 1 10 11 12 13 14 15 16	ode Description Sheets Blue Cleaning Tow Pillow Slips Napkins Glass Towels Bib Aprons 40>80 Table Cloth 90>Banquet Table	ns e Cloths —		em code		
Item cc 1 10 11 12 13 14 15 16 17	ode Description Sheets Blue Cleaning Tow Pillow Slips Napkins Glass Towels Bib Aprons 40:80 Table Cloth 90>Banquet Table Round Table Cloth	ıs = Cloths —		em code		
Item cc 1 10 11 12 13 14 15 16 17 18	ode Description Sheets Blue Cleaning Tow Pillow Slips Napkins Glass Towels Bib Aprons 40>80 Table Cloth 90>Banquet Table	ıs = Cloths —		em code		
Item cc 1 10 11 12 13 14 15 16 17	bide Description Sheets Blue Cleaning Tow Pillow Slips Napkins Glass Towels Bib Aprons 40:80 Table Cloth 90>Banquet Table Round Table Cloth Fitted Sheets/Duv	ıs = Cloths —		em code		
Item co 0 11 12 13 14 15 16 17 18 2	de Description Sheets Blue Cleaning Tow Pillow Slips Napkins Glass Towels Bib Aprons 40>80 Table Cloth 90>Banquet Table Round Table Cloth Fitted Sheets/Duv Bath Towels	ıs = Cloths —		em code		

Hit the *New* button, enter an Item Group Code and a description. Hit *Save*. When completed with all your Item Group Codes hit *Exit* after the last one has been defined.

Now you will need to go back through your tasks and add the Item Group Code to those finished goods items that will make up your Pieces and Pounds Report. *If desired, you could first create the Item Group Codes, then define the tasks and enter the codes as you enter the tasks.* 



#### Copy Tasks – All

An additional way to enter a new Task is to right click on any *task* in the list of Tasks on the right of the screen and then click on *Copy*. Then enter changes for any information in the ">>" selection boxes or the white boxes as described above for new tasks. Hit *Apply and OK* when completed.

Softrol-Production Control File View Tools Security Help						
🖃 🎆 Softrol Systems Customer	Name	Task ID	CC	Prod. Std.	Rewash %	Repair % 🔺
<b></b>	TunShirt	1	1000	279	1	5
🗄 🗎 Tun/Prs Dept	TunP. New		0	286	1	5
Bulk Dept	TunC, Copy.		0	250	1	5
i ∰ — Gmt Ship Dept	TunCi Display	for Print	. 0	100	1	5
En En Ear Code Dept En ∽ ♡ Item List	NoWe	ioc	0	0	0	o
E 🙄 Item List	Machine mark	.105	0	0	0	0
Solution Cost Centers	Idle Time	199	1000	0	0	0
Departments	TunShirt	1	1001	279	1	5
	TunPant	2	1001	286	1	5
Monitoring Stations	TunCoats	3	1001	250	1	5
Tasks	TunCover	4	1001	100	1	5
I —	Malufark	107	1001	0	0	0

# **Change Task Information**

Change information for an existing Task by double clicking on the *Task* in the right portion of the screen. Change any information in the ">>" selection boxes or the white boxes. Then click *Apply and OK*.

Softrol-Production Control						
<u>File View T</u> ools Security <u>H</u> elp						
📮 🎆 Softrol Systems Customer	Name	Task ID	CC	Prod. Std.	Rewash %	Repair %
Ē	TunShirt	1	1000	279	1	5
🕀 🔚 Tun/Prs Dept	TunPant	2	1000	286	1	5
🖻 📋 Bulk Dept	TunCoats	3	1000	250	1	5
⊡ ⊡ Gmt Ship Dept	TunCover	4	1000	100	1	5
⊡… 🛅 BarCode Dept ∃… 💬 Item List	NoWork	197	1000	0	0	0
	Machine Maint	198	1000	0	0	0
	Idle Time	199	1000	0	0	0
	TunShirt	1	1001	279	1	5
	TunPant	2	1001	286	1	5
- 🔯 Monitoring Stations	TunCoats	3	1001	250	1	5
🔤 Tasks 🗧	TunCover	4	1001	100	1	5
	NoWork	197	1001	Π	Π	0

#### OR

Right click on the Task and click Properties.

<u>File Yiew T</u> ools Security <u>H</u> elp						
🖃 🎆 Softrol Systems Customer	Name	Task ID	CC	Prod. Std.	Rewash %	Repair % 🔺
	TunShirt	-	1000	279	1	5
i⊞ - Tun/Prs Dept	TunPant	New		286	1	5
⊞…∎ Bulk Dept	TunCoats	Copy .		250	1	5
🕀 📄 Gmt Ship Dept	TunCover	Display	y for Print	100	1	5
i⊞… <mark>T</mark> BarCode Dept ⊐… ♡Item List	NoWork	Proper	ties	0	0	0_
∃ " [tem List [ ] Customers	Machine Maint	198	1000	O	0	0
Cost Centers	Idle Time	199	1000	0	0	0
Departments	TunShirt	1	1001	279	1	5
	TunPant	2	1001	286	1	5
Monitoring Stations	TunCoats	3	1001	250	1	5
Tasks	TunCover	4	1001	100	1	5
	NoWork	197	1001	Ω	Ω	0



Change anything in the >> selection boxes or the white boxes. Then click *Apply and OK*.

Cost Center Task 📃 🗌 🗙
(1000/1) TunShirt
Properties
Task ID: 1 Cost Center ID: 1000 >>
Short Name: TunShirt Item Group Code: TUNNEL >>
Description: Hang Shirts - Tunnel
Collection Method: Automatic Collectio >>
Apply Work To Cost Center: 1000 >>
Prod Standard: 279 /hour Production Pieces per Machine Count: 1
Number of Operators 1 Hewash 1 & Repair Percent: 5 %
Enable Auto Missed Pieces starts Machine Off time to Increment. Must be greater then 3. A zero will disable this feature
Prod. Measure: Pieces >> Unit Weight: 0.5
Apply OK Cancel

# **Display and Print your Current Tasks**

To display and then print your current tasks, right click on any task and click *Display for Print*. Next print the list that appears.

	oduction Control	_					
	ools Security <u>H</u> el Systems Customer	Name		Task ID CC	Prod. Std.	Rewash % Re	epair % 🔺
÷			TunShirt	1 1000	279	1	5
	in/Prs Dept		TunPant :	2 1000	286	1	5
	lk Dept		TunCoats :	3 1000	250	1	5
	nt Ship Dept Ir Code Dept			4 1000	100	1	5
i⊞…"⊟ Ba ⊡…"? Item Li			INOW C	197 1000	0	0	0
	istomers		Mach New	0	0	0	0
_	ist Centers		Idle T Copy TupSt Display for	0	0	0	0
🔤 De	epartments		i unoi	1	279	1	5
	nployees		TunP. Properties		286	1	5
	onitoring Stations			3 1001	250	1	5
🛄 Ta	isks		TunCover	4 1001	100	1	5
<b>t Print</b> xt Previous Zoom -	Zoom + Set	арÌF	Print Exit				
1 1 1		.p	Print Exit				
xt Previous Zoom -		<u>ар</u> F	Print Exit Prod. Std.	 Rewash <sup>s</sup>	4 Repair 9	د Prod Mea	
xt Previous Zoom -				Rewash <sup>4</sup>		6 Prod Mea 5 Pieces	
xt Previous Zoom - Cost Center Tasks Name		CC	Prod. Std.	Rewash !	1 · · · · · · · · · · · · · · · · · · ·		s. Col. Me
xt Previous Zoom - Cost Center Tasks Name TunShirt	Task ID 1	<b>CC</b> 1000	Prod. Std. 279	Rewash !	1	5 Pieces	s. Col. Me Automat
xt Previous Zoom - Cost Center Tasks Name TunShirt TunPant	Task ID 1 2	CC 1000 1000	Prod. Std. 279 286	Rewash !	1 1 1 1	5 Pieces 5 Pieces 5 Pieces	<b>s. Col. Me</b> Automat Automat
xt Previous Zoom - Cost Center Tasks Name TunShirt TunPant TunCoats	Task ID 1 2 3	CC 1000 1000 1000	Prod. Std. 279 286 250		1 1 1 1	5 Pieces 5 Pieces 5 Pieces 5 Pieces 5 Pieces	s. Col. Me Automat Automat Automat Automat Automat
xt Previous Zoom - Cost Center Tasks Name TunShirt TunPant TunCoats TunCover	<b>Task ID</b> 1 2 3 4	CC 1000 1000 1000 1000 1000	Prod. Std. 279 286 250 100		1 ! 1 ! 1 ! 1 ! 0 !	5 Pieces 5 Pieces 5 Pieces 5 Pieces 5 Pieces	s. Col. Me Automat Automat Automat Automat n DayWo



## **CHAPTER 8 – PPS Employee Setup and Maintenance**

Softrol-Production Control						_ 🗆 ×
<u>File View T</u> ools Security <u>H</u> elp						
🕀 🏢 Softrol Systems Customer	Name	Emp. ID	SofCard #	Dept.	Shift	Default (
i ⊟… 🌍 Item List	🚨 Adams, Teresa	77470	77470	1	1st	11
	🔛 Aiken, Angela	33808	33808	1	1st	11
Cost Centers	🔛 Andrews, Cory	86567	86567	1	1st	11
Departments	🔜 Augustin, Jean	78985	78985	1	1st	11
Employees     Monitoring Stations	🔜 Balisage, Berna	84030	84030	1	1st	11
	🔛 Balisage, Chela	11981	11981	1	1st	11
- I daka	🔛 Bannister, Carolyn	81242	81242	1	1st	11

Double Click on *Employees* in the Item List. A list of previously entered Employees appears on the right side of the screen.

#### **New Employees**

Enter new Employees by right clicking on *Employees* in the Item List and then clicking *New*.

😹 Softrol-Production Control						_ 🗆 ×
<u>File View T</u> ools Security <u>H</u> elp						
🕀 🏢 Softrol Systems Customer	Name	Emp. ID	SofCard #	Dept.	Shift	🔹 Default C 🔺
Ė∽ 🌍 Item List	🚨 Adams, Teresa	77470	77470	1	1st	11
	🚨 Aiken, Angela	33808	33808	1	1st	11
Cost Centers	🚨 Andrews, Cory	86567	86567	1	1st	11
Departments	🚨 Augustin, Jean	78985	78985	1	1st	11
	🔲 🚨 Balisage, Berna	84030	84030	1	1st	11
	💳 🚨 Balisage, Chela	11981	11981	1	1st	11
Properties	🔜 🚨 Bannister, Carolyn	81242	81242	1	1st	1
	Rarratt Caan	11992	11992	1	1~+	11

#### OR

Right click on an existing *Employee* in the Employee list shown on the right side of the screen and then click *New.* 

Softrol-Production Control						
<u>File View Tools Security Help</u> ⊡-∰i Softrol Systems Customer	Name	Emp. ID	SofCard #	Dept.	Shift	Default ( 🔺
Item List ⊡ ·· ♥ Item List ···· ₩ Cost Centers	🛃 Adams, Teresa 🛃 Aiken, Angela	77470 33808	77470 33808	1	1st 1st	11 11
Departments     Employees     Monitoring Stations	Andrews, Cory Augustin, Jean Balisage, Berna	86567 78985 84030	86567 78985 84030	1 1	1st 1st 1st	11 11 11
Tasks	Balisage, Chela Bannister, Carolyn	11981 <u>91242</u> New	11981 81242	1	1st 1st 1st	11 11 11
	Blakenship, Mary Blakenship, Mary Boyd, Lena	Copy Display for I Make Emplo	Print iyee SofCard	3	1st 1st 1st	1) 1) 1)
	Bralley, Doris Bralley, Doris Brooks, Darla	Properties	/1154		ist 1st 1st	11 11

<b>SOI</b>	-	<b>R(</b>	<u>)</u>
PulseNet P	roduc	tion Sy	/stem

I	mployee Details					_ 🗆 ×
	(-1) ,					
	Properties Employment	1				
	Employee Id:		Badge num	ber:		
	First Name:		Last Na	ime:		
	Title:	Not Found		>>		
	Employee Type:			>>		
	Department:	Not Found	>>	Shift:		>>
	Default Cost Center:	Not Found	>>			
	Default Language:	English	>>			
	Make SofCard			Apply	ок	Cancel

Fill in the white boxes. The badge number = Employee ID after entered. Use the ">>" selection keys to enter the Employee Titile. Enter new types if needed.

Caralance Nakaila	
🖳 Select	
Available Items           Title Code         Description           BAR CODE         BAR CODING           BULK         BULK FOLD           GMT SHIP         GMT SHIPPING           ProdSupv         PROD SUPV           Temp         Temporary Employee           TUN/PRS         TUNNEL/PRESS/GMT FOLD	Employee Titles Title Code BAR CODE Description BAR CODING
Select	New Delete Save Exit

Hit the *Select* button.

Employee Details			
(-1) ,			
Properties Employment	]		
Employee Id:	1234	Badge number:	1234
First Name:	George	Last Name:	Smith
Title:	6002 SOIL SORTER		$\Sigma$
Employee Type:			>>
Department:	Not Found	>> Sh	nift: >>
Default Cost Center:	Not Found	>>	
Default Language:	English	>>	
Make SofCard		Ap	ply OK Cancel



Use the ">>" selection keys to enter the Employee Type. Enter new types if needed.

Ļ	Select			_ 🗆 ×
	Available It Type Cod MAINT PROD SUP		Employee Types Type Code MAINT Description Maintenance Staff	
		Select	New Delete Save	Exit

Hit the *Select* button.

Employee Details				_ 🗆 ×
(-1) .				
Properties Employment	1			
Employee Id:	1234	Badge number:	1234	
First Name:	George	Last Name:	Smith	
Title:	6002 SOIL SORTER		>>	
Employee Type:	Maintenance Staff			
Department:	Not Found	>> SI	hift:	>>
Default Cost Center:	Not Found	>>		
Default Language:	English	>>		
Make SofCard		Ap	oply OK	Cancel

Use the ">>" selection keys to enter the employee Department. Hit the Select button.



Available Items Department ID Short N. 1 DEPT: 5		Departments Department ID
2 DEPT: 3 DEPT: 4 DEPT:	Ferry A	2 Short Name DEPT: Terry A
Selec	t	New Delete Save Exit
Employee Details		_ 🗆 🗡
(-1) ,		
Properties Employment	1	
Employee Id:	1234	Badge number: 1234
First Name:	George	Last Name: Smith
Title:	6002 SOIL SORTER	>>
Employee Type:	Maintenance Staff	>>
Department:	DEPT: Terry A	Shift: >>
Default Cost Center:	Not Found	>>
Default Language:	English	>>
Make SofCard		Apply OK Cancel

Use the ">>" selection keys to enter the employee Shift. Hit the Select button.

Select	
Available Items       Shift Code     Description       1st     First Shift       2nd     Second Shift       3rd     Third Shift	Production Shifts Shift Code [1st Description First Shift
Select	New Delete Save Exit
	1.



Employee Details				_ 🗆 X
(-1) ,				
Properties Employment	]			
Employee Id:	1234	Badge number: 1234		
First Name:	George	Last Name: Smith	n	
Title:	6002 SOIL SORTER	>>		
Employee Type:	Maintenance Staff	>>		
Department:	DEPT: Terry A	>> Shift: F	irst Shift	
Default Cost Center:	Not Found	>>		
Default Language:	English	>>		
Make SofCard		Apply	ОК	Cancel

Use the ">>" selection keys to enter the employee Default Cost Center where the employee usually works. Hit the *Select* Button.

🖳 Select	
Cost Center ID       short name         1011       CC:Mach Fold TA         1012       CC: Ironer #9         1013       CC: Ironer #10         1014       CC:PS Iron Emps         1015       CC:Chup/Util TA         1016       CC:Tie Out TA	Cost Centers Cost Center ID 1011 short name CC:Mach Fold TA
Select	New Delete Save Exit

E	mployee Details					_ 🗆 ×
	(-1) ,					
	Properties Emplo	oyment	1			
	Employe	ee Id:	1234	Badge number:	1234	
	First Na	ame:	George	Last Name:	Smith	
		Title:	6002 SOIL SORTER		>>	
	Employee T	уре:	Maintenance Staff		>>	
	Depart	tment:	DEPT: Terry A	>> Sł	nift: First Shift	>>
	Default Cost Ce	enter:	CC:Mach Fold TA			
	Default Lang	juage:	English	>>		
	Make SofCard	ł		Ар	ply OK	Cancel



Use the ">>" selection keys to enter the employee Default Language. Hit the *Select* button.

<mark>=</mark> Select		
Available Items id Descr <u>1 English</u> 2 Spanish		Language Ids id 1 Description English
Select		New Delete Save Exit
Employee Details		_ [] ×
(-1) , Properties Employment	]	
	·	
Employee Id:	1234	Badge number: 1234
Employee Id: First Name:	1234 George	Badge number: 1234 Last Name: Smith
First Name:	George	Last Name: Smith
First Name: Title: Employee Type:	George 6002 SOIL SORTER	Last Name: Smith
First Name: Title: Employee Type:	George 6002 SOIL SORTER Maintenance Staff DEPT: Terry A	Last Name: Smith
First Name: Title: Employee Type: Department:	George 6002 SOIL SORTER Maintenance Staff DEPT: Terry A CC:Mach Fold TA	Last Name: Smith

Next, hit the Employment Tab and fill in the white boxes.

Employee Details					_ 🗆 ×
(-1) ,					
Properties Employment	]				
SSN:	111-11-1111				
Start Date:	1/31/1999	•			
Termination Date:	1/31/2003	•			
Pay Rate:	9.00				
OT Pay Rate:	13.50				
Production Level:			>>		
Make SofCard			Apply	ОК	Cancel

Select the Production Level ">>" and enter the employee skill level. Hit the *Select* button.



	Select	
	Available Items           Production level         Description           1         Standard Production Level           2         Intermediate Production Level           3         Training Production Level	Production Levels Production 1 Description Standard Production Level
	Select	New Delete Save Exit
E	Employee Details	
	(-1) . Properties Employment	
	SSN: 111-11-1111	_
	Start Date: 1/31/1999	<b>T</b>
	Termination Date: 1/31/2003	
	Pay Rate: 9.00	_
	OT Pay Rate: 13.50	
	Production Level: Standard Production L	evel 😥
	Make SofCard	Apply OK Cancel

Hit *Apply and OK* when completed with each employee.

NOTE: Make SoftCard is covered at the section end under "Quick SoftCard Making".

However, the card should be made here by hitting the "Make SoftCard" button. Then follow the instructions described in the "Quick SoftCard Making" section.

To enter the employee and save the changes, Hit the *Apply and OK* buttons.



### **Copy Employees**

Softrol-Production Control						_ 🗆 🗵
<u>File View Tools Security Help</u>						
Softrol Systems Customer	Name	Emp. ID	SofCard #	Dept.	Shift	Default C 🔺
	🔜 Adams, Teresa	77470	77470	1	1st	11
🗄 🛅 Tun/Prs Dept	🔛 Aiken, Angela	33808	33808	1	1st	11
E Bulk Dept	🔛 Andrews, Cory	86567	86567	1	1st	11
· ⊡ Gmt Ship Dept	🔛 Augustin, Jean	78985	78985	1	1st	11
E⊷ BarCode Dept ⊡… ŷ Item List	🔛 Balisage, Berna	84030	84030	1	1st	11
E ♥ Item List	🔛 Balisage, Chela	11981	11981	1	1st	11
Cost Centers	🔛 🔛 Bannister, Carolyn	81242	81242	1	1st	1
	🔜 Barrett, Sean	11992	11992	1	1st	11
	🔛 Blakenship, Mary	33830	33830	3	1st	11
Monitoring Stations	🔜 Bolton, Susan	7388	7388	1	1st	11
🔤 Tasks	🔜 Boyd, Lena	11910	11910	1	1st	11
	🔛 Bralley, Doris	11906	11906	1	1st	11
	🔛 Brooks, Darla	71164	71164	2	1st	11
	🛃 Brooks, William	71114	71114	1	1st	11
	🗶 Burgess, Karen	New		1	1st	il
	🔛 Casseus, Vida	Copy			1st	11
	🔛 Charles, Ciane				1st	11
	🔛 Coles, Theresa		Display for Print Make Employee SofCard			11
	🔛 Delsole, Selina		inployee boreard		1st	11
	🚨 Dooley, Ida	Propert	ies		1st	11

An additional way to enter a new Employee is to right click on any *task* in the list of Employees on the right of the screen and then click on *Copy*. Then enter changes for any information in the ">>" selection boxes or the white boxes as described above for new employees. Hit *Apply and OK* when completed.

#### **Change Employee Information**

Change information for an existing Employee by double clicking on that *Employee* in the right portion of the screen. Change any information in white boxes or using selection ">>" buttons. Then click *Apply and OK*.

Softrol-Production Control						_ 🗆 ×
<u>File ⊻iew T</u> ools Security <u>H</u> elp						
🕀 🏢 Softrol Systems Customer	Name	Emp. ID	SofCard #	Dept.	Shift	Default C 🔺
Em C Item List	🛃 Adams, Teresa	77470	77470	1	1st	11
	🔛 Aiken, Angela	33808	33808	1	1st	11
Cost Centers	Andrews, Cory	86567	86567	1	1st	<u>j</u>
Departments     Employees	🔝 Augustin, Jean	78985	78985	1	1st	11
Monitoring Stations	🔛 Balisage, Berna	84030	84030	1	1st	11
	🔛 Balisage, Chela	11981	11981	1	1st	11
La rusko	🔛 Bannister, Carolyn	81242	81242	1	1st	11

**OR** Right click on the *Employee* and click *Properties*. Then click *Apply and OK*.



						Puiseinet P
🞎 Softrol-Production Control						_ 🗆 ×
<u>File View T</u> ools Security <u>H</u> elp						
🕀 🏢 Softrol Systems Customer	Name	Emp. ID	SofCard #	Dept.	Shift	Default C 🔺
🗄 🖓 Item List	🚨 Adams, Teresa	77470	77470	1	1st	11
	🔜 Aiken, Angela	33808	33808	1	1st	11
Cost Centers	Andrews, Cory	Nev			1st	1
Departments     Employees	🔝 Augustin, Jean		v		1st	11
Monitoring Stations	🔛 Balisage, Berna		olay for Print		1st	11
Tasks	🔛 Balisage, Chela		e Employee Sof	Card	1st	11
	🔛 🔛 Bannister, Carolyn		6 Emplo, 66 56	carann	_ 1st	11
	🔝 Barrett, Sean	Prop	perties		1st	11
	🔜 Blakenship, Mary	33830	33830	3	lst 1	11

Change anything on Properties Tab in white boxes or by using the selection ">>" buttons. Then click *Apply* and OK.

Employee Details				_ 🗆 ×
(86567) Andrews, C	öry			
Properties Employment	]			
Employee Id:	86567	Badge number:	86567	
First Name:	Cory	Last Name:	Andrews	
Title:	TUNNEL/PRESS/GMT	FOLD	>>	
Employee Type:	Production Staff	]	>>	
Department:	Tun/Prs Dept	>> Sł	hift: First Shift	>>
Default Cost Center:	Tunnel #1 CC	>>		
Default Language:	English	>>		
Make SofCard		Ap	ply OK	Cancel

Employment Tab screen. Can change anything here also as described above.

E	mployee Details				_ 🗆 ×
	(950729) ACOSTA, I	EMELDA			
	Properties Employment	]			
	SSN:	888-88-8888			
	Start Date:	1/ 3/2002			
	Termination Date:	1/31/2003			
	Pay Rate:	9.00			
	OT Pay Rate:	13.50			
	Production Level:	Standard Production Level	>>		
	Make SofCard		Apply	OK	Cancel



# **Quick SoftCard Making**

To quickly make a new card for an employee without any other changes to the employee, right click on the *employee* and click on *Make SoftCard*.

Softrol-Production Control						_ 🗆 🗵
<u>F</u> ile ⊻iew <u>T</u> ools Security <u>H</u> elp						
🖃 🏢 Softrol Systems Customer	Name	Emp. ID	SofCard #	Dept.	Shift	Default C 🔺
±	🔝 Adams, Teresa	77470	77470	1	1st	11
I IIII Tun/Prs Dept	🔛 Aiken, Angela	33808	33808	1	1st	11
E Bulk Dept	🛃 Andrews, Cory	86567	86567	1	1st	11
🕂 🖶 Gmt Ship Dept	🔜 Augustin, Jean	78985	78985	1	1st	11
i ⊞… 🛅 Bar Code Dept ⊡… 🏆 Item List	🗶 Balisage, Berna	New .	0.1000	-	1st	1
	🔛 Balisage, Chela				1st	11
	🔝 Bannister, Carolyn	Copy	 ly for Print		1st	11
	🔝 Barrett, Sean		Employee SofC	avd	1st	11
	🔝 Blakenship, Mary	Make	Employee Sorc	aru	1st	11
- Monitoring Stations	🔝 Bolton, Susan	Prope	rties		1st	11
🔤 Tasks	🔝 Boyd, Lena	11910	11910	1	1st	11
	🗱 Brallau, Doris	11906	11906	1	1~+	11

This will bring up the following screen.

Create Sof	Card		_ 🗆 ×
(84030	) Balisage, A	Bernadette	
Propertie	s Settings		
		Softrol Systems Customer 4867 North Main St. Acworth, GA 30101	
	Employee:	Balisage, Bernadette	
	Card Num:	84030	
	8/12/2004	Temporary Softrol PPS SofCard	
		Print Write Apply	Cancel

Hit the *Write* button to make the SoftCard.



The Setting Tab is only used when initially setting up the card maker at the installation of the PPS system.

Create SofCard	
(93915) AGRAZ, SYLVIA	
Properties Settings	
Type of Writer	Towitoko
Communications Port	COM1
Baud Rate:	9600
	Test
	Write Cancel

### **Display and Print your Current Employees**

To display and then print your current employees, right click on any employee and click *Display for Print*. Next print the list that appears.

Softrol-Production Contro							
<u>File View T</u> ools Security <u>H</u>	elp						
🕀 🛒 Softrol Systems Customer	Name		Emp. ID	SofCard #	Dept.	Shift	Default [ 🔺
🖻 🖓 Item List	🔜 🔜 Ada	ms, Teresa	77470	77470	1	1st	11
	🔜 Aike	en, Angela	33808	33808	1	1st	11
Cost Centers	And	rews, Cory	00507	00507	1	1st	<u>I</u>
Departments     Generation     Employees	🔜 Aug	justin, Jean	ew		1	1st	11
Monitoring Stations	🔜 🔜 🔜 Bali	sade, Berna, 💶	opy		1	1st	11
Tasks		sage, uneia	isplay for Prin		1	1st	11
		inister, Caroly	ake Employee	sorcard	_ 1	1st	11
			roperties		1	1st	11
		kenship, Mary 	33830	33830	3	1st	11
Previous Zoom - Zoom +	Setup	Print E	xit				
Previous Zoom - Zoom +	Setup	Print E	xit				
1 1	Emp. ID	Print E SofCard #	xit Dept.	Shift	Default C	ost Cent	
Previous Zoom - Zoom + Employees				Shift 1st		ost Cent	
Previous Zoom - Zoom + Employees Name	Emp. ID	SofCard #			10		ter Prod. Le
Previous Zoom - Zoom + Employees Name Adams, Teresa	<b>Emp. ID</b> 77470	<b>SofCard #</b> 77470		1st	10 10	100	ter Prod. Le Standard
Previous Zoom - Zoom + Employees Name Adams, Teresa Aiken, Angela	<b>Emp. ID</b> 77470 33808	SofCard # 77470 33808		1st 1st	10 10 10 10	100 100	ter Prod. Le Standard Standard
Previous Zoom - Zoom + Employees Name Adams, Teresa Aiken, Angela Andrews, Cory	Emp. ID 77470 33808 86567	SofCard # 77470 33808 86567		1st 1st 1st	10 10 10 10	100 100 100	ter Prod. Le Standard Standard Standard





Notes:			



### **CHAPTER 9 - PPS Monitoring Stations Setup and Maintenance**

Double Click on *Monitoring Stations* in the Item List. A list of previously entered Employees appears on the right side of the screen.

Softrol-Production Control					
<u>File View T</u> ools Security <u>H</u> elp					
🕀 🏢 Softrol Systems Customer	Name	ID	Cost Center	Туре	Status 🔺
i⊟… 🙄 Item List	🔁 PPS #1 - T1	1	1000	3	No Operator
	🖸 PPS #2 - T1	2	1000	3	No Operator
Cost Centers	🖸 PPS #3 - T1	3	1000	3	No Operator
Departments	🖸 PPS #4 - T1	4	1000	3	No Operator
	🖸 PPS #5 - T1	5	1000	3	Change Custom
	🖸 PPS #6 - T1	6	1000	3	No Operator
	🖸 PPS #7 - T2	7	1001	3	No Operator

### **New Monitoring Stations**

Enter new Monitoring Stations by right clicking on *Monitoring Stations* in the Item List and then clicking *New*.

🔡 Softrol-Production Control					_ 🗆 🗵
<u>File View T</u> ools Security <u>H</u> elp					
🕀 🏢 Softrol Systems Customer	Name	ID	Cost Center	Туре	Status 🔺
i⊟∽ 🌍 Item List	🔁 PPS #1 - T1	1	1000	3	No Operator
	🖸 PPS #2 - T1	2	1000	3	No Operator
Cost Centers	🖸 PPS #3 - T1	3	1000	3	No Operator
Departments	🛅 PPS #4 - T1	4	1000	3	No Operator
Monitoring Stations	■ PPS #5 - T1	5	1000	3	Change Custom
New Stations	S#6-T1	6	1000	3	No Operator
	s #7 - T2	7	1001	3	No Operator
		8	1001	3	No Operator

**OR** Right click on an existing *Monitoring Station* in the Monitoring Station list shown on the right side of the screen and then click *New*.

Softrol-Production Control					_ 0	×
<u>File View T</u> ools Security <u>H</u> elp						
🕀 🏢 Softrol Systems Customer	Name	ID	Cost Center	Туре	Status	
Ė∽ 🌍 Item List	🔁 PPS #1 - T1	1	1000	3	No Operator	
Customers	💹 PPS #2 - T1	2	1000	3	No Operator	
Cost Centers	🖸 PPS #3 - T1	New		3	No Operator	
Departments	🖸 PPS #4 - T1	Сору		3	No Operator	
	🖸 PPS #5 - T1	Display for	Print	3	Change Custom	1
asks	🖸 PPS #6 - T1	Properties		3	No Operator	
	🖸 PPS #7 - T2	7	1001	3	No Operator	

NOTE: The current status of the PPS device is displayed as the first line on each Tab's page.



### **Properties Tab – Monitoring Stations**

Fill in the white boxes.

- 1. Name each device with a short name and further identify the PPS device with a longer description.
- 2. Identify the IP ADDRESS by physically going to the device, hitting the UP and DOWN ARROW keys at the same time, hitting the DOWN ARROW 3 times and reading the 3 digit IP ADDRESS at the right of the second line of the PPS device display.
- 3. The Network Connection address is furnished with the system by others.
- 4. Check the Active box by clicking on it.

PPS Device	
Current Status	No Operator
Name: PPS	6 #3 - T1
Properties Display	Tasks Setups Status Update Device
Device Code	3 C Active
Description	Hangering Station #3 - Tunnel #1
IP Address	192.168.0.3
Network Connection	
Device Type	Production Pacing Device >>
Cost Center	Tunnel #1 CC >>
	Apply OK Cancel



Use the ">>" selection keys to enter the Device Type.

- 1. Time Clock PPS devices are used to clock in and clock out of the system
- 2. Team Pacing PPS devices are production stations requiring more than one operator and hence a multi-card reader box attached to the PPS device
- 3. Production Pacing devices are single operator PPS devices
- 4. Cost Center Stations are for miscellaneous Day Work tasks not on standards only times are entered via the SoftCards.
- 5. Scale Station used for soil weights in some applications.
- 6. Bulk Fold used with scanners and bar code cards for folding line/belt/tying operator or similar operation
- 7. Department Device used when only 1 task at a station but 1-8 operators do the same task together such as a sort on a sorting system

Select	
Available Items         Device Type       Description         1       Time Clock         2       Team Pacing Device         3       Production Pacing Device         4       Cost Center Station         5       Scale Station         6       Bulk Fold         7       Department Device	PPS Device Types Device Type 3 Description Production Pacing Device
Select	New Delete Save Exit

Hit the Select button.

PPS Device	· · ·	
Current Status	No Operator	
Name: PP	S #3 - T1	
Properties Display	Tasks Setups Status Update Device	
Device Code	3 Cive	
Description	Hangering Station #3 - Tunnel #1	
IP Address	192.168.0.3	
Network Connection		
Device Type	Production Pacing Device >>	
Cost Center	Tunnel #1 CC >>	
	Apply OK	Cancel
		1

Use the ">>" selection keys to enter the Cost Center for the PS device..



E Select	□ ×
Available Items       Cost Center ID       short name         1000       Tunnel #1 CC       Cost Centers         1001       Tunnel #2 CC       1000         1002       Shirt Prs CC       1000         1003       Pants Prs CC       1004         1005       Bulk Fold CC       1006         1006       Bulk Ship CC       1008         1007       Mat Roll CC       1008         1009       Gmt QC CC       1010         1010       Bar Code CC	-
Select New Delete Save Exi	t

Hit the *Select* button.

PP5 Device	
Current Status	No Operator
Name: PP	S #3 - T1
Properties Display	Tasks   Setups   Status   Update Device
Device Code	3 CActive
Description	Hangering Station #3 - Tunnel #1
IP Address	192.168.0.3
Network Connection	
Device Type	Production Pacing Device >>
Cost Center	Tunnel #1 CC >>
	Apply OK Cancel

When finished entering selections on the Properties Tab, click on *Apply and then OK* to save the selections.



### **Display Tab – Monitoring Stations**

Clicking on the Display Tab and then hitting the refresh button will display the message currently on the screen of the PPS device.

PPS Device		×
Current Statu	us No Operator	
	me: PPS #3 - T1	
Properties [	Display Tasks Setups Status Update Device	
	Current Device Display	
	Refresh	
	ApplyOKCancel	

When finished entering selections on the DisplayTab, click on *Apply and then OK* to save the selections.

#### **Tasks Tab – Monitoring Stations**

The tasks defined for the chosen cost center of the device are displayed here. You can SELECT ALL or by checking the SELECTED ITEMS ONLY box select a sub-set of tasks from the cost center.

PPS Device			· ·			
Current Status	No	Operator				
Name: PPS #	Name: PPS #3 - T1					
Properties Display	sks Setup:	s Status Upd	ate Device			
Available Tasks for Dev	/ice <u>Sel</u>	lect All 👘 🗖 🤅	Selected Items O	nly		
Name	Task ID	Cost Center	Prod. Std.	Prod Mi		
🗹 TunShirt	1	1000	279	Piece		
🗹 TunPant	2	1000	286	Piece		
🗹 TunCoats	3	1000	250	Piece		
🗹 TunCover	4	1000	100	Piece		
NoWork	197	1000	0	Time (sec		
🗖 Machine Maint	198	1000	0	Time (sea		
Idle Time	199	1000	0	Time (sea		
•				F		
		Apply	ок	Cancel		

When finished entering selections on the Tasks Tab, click on *Apply and then OK* to save the selections.



### **Setups Tab – Monitoring Stations**

If the task is an automatic collection task and the employees pull out rejects and/or stains before the machine counts them, the employees must enter the reject counts by hitting the keys on the PPS station and the "Increment Total Production Count on:" boxes must be checked for Mends and/or Stain.

If you will be using Customers and the device is not a Time Clock or Cost Center Station, Click on the "*Prompt for Customer during task selection*" box.

If you want to use the auto off feature discussed under tasks earlier - on this PPS box – check the "*Allow Machine Off time to increment if no activity for task*" box.

If you want to end an auto collection task after a period of inactivity, enter the number of minutes. Normally longer than breaks. Not used with the previously discussed auto off feature.

Select the time to disable machine if incorrect number of operators (cards in multicard box). Use 60 seconds for a reasonable time.

PPS Device		_ 🗆 ×
Current Status	No Operator	
Name: PPS	5 #3 - T1	
Properties Display	Tasks Setups Status Update Device	
Increment Total Pro	duction Count on: 🦳 Mend 🔽 Stain	
	mer during task selection	
	Off time to increment if no activity for task	
Mecord Machine	counts when No Badge Inserted	
Automatically En	d Current Task if no activity after 7 minut	es 🛛
If incorrect number of	operators, Disable Machine after 60 secon	ids
Hot Key 1: Assigned	Task TunShirt	>>
Hot Key 2: Assigned	Task TunPant	>>
Hot Key 3: Assigned	Task TunCoats	>>
Hot Key 4: Assigned	Task TunCover	>>
Hot Key 5: Assigned	Task NoWork	>>
Barcode Scanner Se	etting Scan is a Mend	
	· , _	
	Apply OK	Cancel

If there are a limited number of tasks at a PPs device you may want to assign up to 5 tasks to "Hot Buttons" on the keypad. Not recommended unless 5 or less production tasks at the PPS device. Click on the ">>" beside the Hot Key Assigned Task. A list of the tasks assigned previously to that PPS device is shown.



Select           Available Items           Code         desc           1000,0         N/A           1000,1         TunSH           1000,2         TunPa           1000,3         TunCa           1000,4         TunCa           1000,197         NoWo	int iver rk	Table Name Code 1000,0 Description N/A			
	Select	New	Delete	Save	Exit

Click on the *task* desired and then on the *select* button. Repeat the process for all 5 Hot Keys.

PPS Device		. 🗆 🗙
Current Status	No Operator	
Name: F	PPS #3 - T1	
Properties Display	y Tasks Setups Status Update Device	
Increment Total F	Production Count on: 🔲 Mend 🔽 Stain	
	ustomer during task selection	
	he Off time to increment if no activity for task hine counts when No Badge Inserted	
It necola Mach		
	End Current Task if no activity after 7 minutes	
If incorrect number	r of operators, Disable Machine after 60 seconds	.
Hot Key 1: Assign	ned Task TunShirt >>	
Hot Key 2: Assign	ned Task TunPant >>	
Hot Key 3: Assign	ned Task TunCoats >>	_
Hot Key 4: Assign	ned Task TunCover >>	_
Hot Key 5: Assign	ned Task NoWork >>	] []
Barcode Scanner	r Setting Scan is a Mend 🗨	
	Apply OK Car	ncel

Click on the *Down Arrow* next to the Barcode Scanner Setting. Select the scanner setting desired by clicking on the setting.

When completed with the Setup Tab hit *Apply and then OK* to save the selections.



## **Status Tab – Monitoring Stations**

Using the Status Tab you can:

- 1.) Set the Read and Poll intervals for the PPS device
- 2.) Check the software version by clicking on the ? next to the Version box
- 3.) Check the dates and times of the last polls, reads and records received from the PPS device

PPS Device	
Current Status	No Operator
Name: Pl	PS #3 - T1
Properties Display	Tasks Setups Status Update Device
Read Interva	180
riedu interva	
Poll Interva	90 ?
Version	12-09-2003 ?
Last Poll Date	5/24/2004 4:43:03 PM
Last Read Date	5/24/2004 4:42:45 PM
Last Record Read	594400 5/24/2004 2:32:17 PM
	Apply OK Cancel

When finished entering selections on the StatusTab, click on *Apply and then OK* to save the selections.



### **Update Device Tab – Monitoring Station**

NEW DEVICES MUST BE INITIALIZED AFTER SETTING UP THE OTHER TABS.

Select *Update* if the device has been in normal operation and you change tasks, etc. for the device. Select *Initialize* if the device is a new device or there have been problems with the device.

NOTE: The monitor program described in the following section must be stopped or not in operation (close the monitor program screen).

Click the *Begin* button.

PP5 Device		×
Current Status Unknown/	Communications Error	
Name: Folder #1 Properties Tasks Display S	Status Setups Update Device	1
Opdate Settings	C Initilize Device	
Name	Task ID	
Write Cost Center ID	14	
Write Customer List	13	
Write Production Standar	. 11	
🗹 Write Task List	7	
Write Team Counts	12	
Set Customer Prompt Val	<b>T</b>	
	Begin	
	Apply OK Cancel	

When the device is finished updating or initializing the following screen will appear over the PPS Device screen. Click on *Exit.* Then click on *Apply and OK* to complete the process.

PPS Device	
Current Status Unknown/Communications Error	Cost Center
	1018
Name: Folder #1	1018
D C T T T D C T D C T D C T D C T D C C C D C C C C	1018
Properties Tasks Display Status Setups Update Device	1018
	1018
O Update Settings	1018
Name Task ID	1018
Write Cost Center ID 14	1020
✓ Write Cost Center 10 14 ✓ Write Customer List 12	1020
Write Production Standar 1 Task Progress	×
☑ Write Task List 7 Update PPS: Folder #1	
Write Team Counts 1:	
Set Customer Prompt Val 2: Complete	
	Exit
Apply UK Lancel	1026
	1026
1.	





#### **Copy Monitoring Stations**

oning otations						
鵍 Softrol-Production Control					_ 🗆 >	ĸ
<u>File View T</u> ools Security <u>H</u> elp						
🕀 🏢 Softrol Systems Customer	Name	ID	Cost Center	Туре	Status 🔺	•
i item List	🖸 PPS #1 - T1	1	1000	3	No Operator	
	🔁 PPS #2 - T1	2	1000	3	No Operator	
Cost Centers	🔁 PPS #3 - T1	3	1000	3	No Operator	
Departments     Employees	🔁 PPS #4 - T1	4	1000	3	No Operator	
	🗱 PPS #5 - T1	New		3	Change Custom	
	🖸 PPS #6 - T1	Copy		3	No Operator	
	🔁 PPS #7 - T2		for Print	3	No Operator	
	🖸 PPS #8 - T2			- 3	No Operator	
	🔁 PPS #9 - T2	Propert	ies	3	Change Custom	
	Fill PPS #10 - T2	10	1001	3	No Operator	

An additional way to enter a new Monitoring Station is to right click on any *task* in the list of Employees on the right of the screen and then click on *Copy*. Then enter changes for any formation in the ">>" selection boxes or the white boxes ON EACH TAB as described above for new Monitoring Stations. Hit *Apply and OK* when completed on each tab. *MONITORING STATIONS CREATED IN THIS MANNER MUST BE INITIALIZED VIA THE UPDATE TAB*.

#### **Change Monitoring Station Information**

Change information for an existing Monitoring Station by double clicking on that *Monitoring Station* in the right portion of the screen. Change any information in white boxes or using selection ">>" buttons on each tab. Then click *Apply and OK* when completed with each Tab. **OR** 

Right click on the *Monitoring Station* and click *Properties.* Then click *Apply and OK* when completed with each tab.

AFTER CHANGING ANY DATA ON A TAB FOR A MONITORING STATION THE UPDATE TAB MUST BE SELECTED AND THE DEVICE EITHER INITIALIZED OR UPDATED AS PREVIOUSLY DESCRIBED.

Softrol-Production Control					<u> </u>
E Softrol Systems Customer	Name	ID	Cost Center	Туре	Status 🔺
🗄 🖓 Item List	D PPS #1 - T1	1	1000	3	No Operator
Customers	D PPS #2 - T1	2	1000	3	No Operator
Cost Centers	🔁 PPS #3 - T1	3	1000	3	No Operator
Departments	🔁 PPS #4 - T1	4	1000	3	No Operator
Employees     Monitoring Stations	🞆 PPS #5 - T1	5	1000	3	Change Custom
	🔁 PPS #6 - T1	6	1000	3	No Operator
T disks	🔁 PPS #7 - T2	7	1001	3	No Operator
Eile View Tools Security Help ⊡ ∰ Softrol Systems Customer	Name	ID	Cost Center	Туре	Status 🔺
🖻 🖓 Item List	0 PPS #1 - T1	1	1000	3	No Operator
Customers	🖸 PPS #2 - T1	2	1000	3	No Operator
Cost Centers	🖸 PPS #3 · T1	3	1000	3	No Operator
Departments     Second Employees	🔁 PPS #4 - T1	4	1000	3	No Operator
	🗱 PPS #5 - T1	5	New		Change Custom
Tasks	D PPS #6 - T1	6	Copy		No Operator
	🖸 PPS #7 - T2	7	Display for	Print	No Operator
	PPS #8 - T2	8			No Operator
	PPS #9 · T2	9	Properties		Change Custom



# **Display and Print your Current Monitoring Stations**

To display and then print your current Monitoring Stations, right click on any station and click *Display for Print*. Next print the list that appears.

🔡 Softrol-Production Control					
<u>File View T</u> ools Security <u>H</u> elp					
🕀 🏢 Softrol Systems Customer	Name	ID	Cost Center	Туре	Status 🔺
i≟⊷ 🌍 Item List	🔁 PPS #1 - T1	1	1000	3	No Operator
Customers	🖸 PPS #2 - T1	2	1000	3	No Operator
Cost Centers	🖸 PPS #3 - T1	3	1000	3	No Operator
Departments	🖸 PPS #4 - T1	4	1000	3	No Operator
	🎆 PPS #5 - T1	E	1000	3	Change Custom
	🖸 PPS #6 - T1	New		3	No Operator
	🔁 PPS #7 - T2	Copy		3	No Operator
	🔁 PPS #8 - T2	Display	for Print	3	No Operator
	🖸 PPS #9 - T2	Propert	ies	3	Change Custom
	🗐 000 #10 Т2				No Operator

at	Previous Zoom Zoor	m + Setup	Print	Exit				
	PPS Devices							
000000	Name	ID Ci	ost Center	Туре	Status	Address	Active	Last
0	PPS #1 - T1	1	1000	3	Operating Norm	192.168.0.1	True	7/8/20
	PPS #2 - T1	2	1000	3	No Work Conditi	192.168.0.2	True	7/8/20
	PPS #3 - T1	3	1000	3	Operating Norm	192.168.0.3	True	7/8/20
	PPS #4 - T1	4	1000	3	No Operator	192.168.0.4	True	7/8/20
	PPS #5 - T1	5	1000	3	Operating Norm	192.168.0.5	True	7/8/20
	PPS #6 - T1	6	1000	3	Operating Norm	192.168.0.6	True	7/8/20
	PPS #7 - T2	7	1001	3	Operating Norm	192.168.0.7	True	7/8/20
	PPS #8 - T2	8	1001	3	No Operator	192.168.0.8	True	7/8/20
	PPS#9-T2	9	1001	3	Operating Norm	192.168.0.9	True	7/8/20
	PPS #10 - T2	10	1001	3	Operating Norm	192.168.0.10	True	7/8/20
	PPS #11 - T2	11	1001	3	Operating Norm	192.168.0.11	True	7/8/20
	PPS #12 - T2	12	1001	3	No Operator	192.168.0.12	True	7/8/20
	PPS#13-T2	13	1001	3	Operating Norm	192.168.0.13	True	7/8/20
	PPS #14 - T2	14	1001	3	Operating Norm	192.168.0.14	True	7/8/20
	PPS #15 - SP1	15	1002	3	No Operator	192.168.0.15	True	8/19/2
	PPS #16 - SP2	16	1002	3	Operating Norm	192.168.0.16	True	8/19/2
	PPS#17-SP3	17	1002	3	No Operator	192.168.0.17	True	8/19/2
	PPS #18 - PP1	18	1003	3	No Operator	192.168.0.18	True	8/19/2
	PPS #19 - PP2	19	1003	3	No Operator	192.168.0.19	True	8/19/2
	PPS Time Clock	1001	1001	1	No Operator		False	8/20/2
	PPS #20-BFBelt	1002	1005	6	No Operator	192.168.0.20	True	7/8/20
	PPS #21-BFBag1	1003	1005	3	No Operator	192.168.0.21	True	7/13/2
	PPS #22-BFBag2	1004	1005	3	Operating Norm	192.168.0.22	True	7/13/2
	PPS #23-MatR1	1005	1007	3	Change Custom	192.168.0.23	True	7/8/20
	PPS #24-MatR2	1006	1007	3	No Operator	192.168.0.24	True	7/8/20
	PPS #25-MscBGF	1007	1004	4	No Operator	192.168.0.25	True	8/20/2
	PPS #26-GmtS1	1008	1008	7	No Operator	192.168.0.26	True	7/28/2
	PPS #27-GmtS2	1009	1009	7	No Operator	192.168.0.27	True	7/28/2
	PPS #28-TO/Trolleys	1010	1010	7	No Operator	192.168.0.28	True	7/28/2



Notes:			



## The CHAPTER 10 - PPS Monitor Program

## Starting and stopping the Monitor Program

Click on the Monitor button of the main PPS screen. "PPS Login" IF ON TASK BAR AT BOTTOM OF THE SCREEN.

PPS Login	<u> </u>	
Settings Help		
5	OFTROLPulseNet Production System PPS	
ව් Setup ල	Softrol Customer 4867 North Main Street Acworth, GA 30101	
Monitor E Reports	Tuesday, August 17, 2004 2:38:58 PM	
Exit		

The following PPS Monitor Status Screen appears:

lame .	Code	Settings Status	Last Record Read	Last Poll	Туре	Address	Active	Last Update	Γv.
PPS Time Clock	1001	OffLine/Commu	104800	9/19/2003 7:34:48	1	1 Hadrett	False	8/20/2003 4:36:	0
PPS #1 · T1	1	Operating Norm	811302	8/17/2004 12:53:1	3	192,168,0,1	True	7/8/2004 9:17:2	0
PPS #10 · T2	10	Operating Norm	744102	8/17/2004 12:53:1	3	192.168.0.10	True	7/8/2004 9:15:5	Ō
D PPS #11 - T2	11	Operating Norm	336103	8/17/2004 12:53:1	3	192,168,0,11	True	7/8/2004 9:21:0	0
PPS #12 · T2	12	No Operator	101200	8/17/2004 12:53:1	3	192,168,0,12	True	7/8/2004 9:22:4	0
PPS #13 - T2	13	Operating Norm	319303	8/17/2004 12:53:1	3	192.168.0.13	True	7/8/2004 9:24:4	0
PPS #14 · T2	14	Operating Norm	150103	8/17/2004 12:53:1	3	192.168.0.14	True	7/8/2004 9:26:1	0
D PPS #15 - SP1	15	Operating Norm	342102	8/17/2004 12:53:1	3	192,168.0.15	True	7/8/2004 9:29:5	0
D PPS #16 · SP2	16	Operating Norm	411703	8/17/2004 12:53:1	3	192.168.0.16	True	7/8/2004 9:31:3	0
PPS #17 - SP3	17	No Operator	032501	8/17/2004 12:53:1	3	192,168.0.17	True	7/8/2004 9:33:1	0
PPS #18 · PP1	18						, frue	7/8/2004 9:34:5	0
PPS #19 · PP2	19	PPS Monitor						7/8/2004 9:36:3	0
D PPS #2 - T1	2						rue	7/8/2004 9:19:1	0
PPS #21-BFBag1	1003	Checking D	evice Comm	unications			rue	7/13/2004 11:4	0
PPS #22-BFBag2	1004	Checking D	vevice comm	unications			rue	7/13/2004 11:4	0
PPS #23-MatR1	1005						rue	7/8/2004 7:56:1	0
🖸 PPS #24-MatR2	1006						rue	7/8/2004 7:56:3	0
🗍 PPS #3 - T1	3						rue	7/8/2004 8:51:5	0
PPS #4 - T1	4						rue	7/8/2004 8:53:5	0
PPS #5 · T1	5	operating room	20000	0/11/200+12:00.1		152.100.0.0	i rue	7/8/2004 8:55:4	0
🖸 PPS #6 - T1	6	Operating Norm	355303	8/17/2004 12:53:1	3	192.168.0.6	True	7/8/2004 8:57:1	0
PPS #7 · T2	7	No Operator	813702	8/17/2004 12:53:1	3	192.168.0.7	True	7/8/2004 8:58:5	0
PPS #8 · T2	8	No Operator	109600	8/17/2004 12:53:1	3	192.168.0.8	True	7/8/2004 9:11:5	0
🖸 PPS #9 · T2	9	Operating Norm	540103	8/17/2004 12:53:1	3	192.168.0.9	True	7/8/2004 9:13:5	0
PPS #25-MscBGF	1007	No Operator	296800	8/17/2004 12:53:1	4	192.168.0.25	True	7/13/2004 11:4	0
PPS #20-BFBelt	1002	No Operator	531701	8/17/2004 12:53:1	6	192.168.0.20	True	7/8/2004 10:06:	0
PPS #26-GmtS1	1008	No Operator	452501	8/17/2004 12:53:1	7	192.168.0.26	True	7/28/2004 2:07:	0
PPS #27-GmtS2	1009	No Operator	429701	8/17/2004 12:53:1	7	192.168.0.27	True	7/28/2004 2:13:	0
DPS #28-TO/Trolleys	1010	No Operator	458501	8/17/2004 12:53:1	7	192.168.0.28	True	7/28/2004 2:08:	0



The PPS Monitor Status Screen always comes up on the PPS Devices Tab. The screen showns the current status of all devices

Once Device Communications have been checked by the Monitor Program, you need to start the Monitor Program by clicking on the Start button.

ame	Code	Status	Last Record Read	Last Poll	Туре	Address	Active	Last Update   V
PPS Time Clock	1001	OffLine/Commu	104800	9/19/2003 7:34:48	1		False	8/20/2003 4:36: 0
PPS #1 - T1	1	Operating Norm	811302	8/17/2004 12:53:1	3	192.168.0.1	True	7/8/2004 9:17:2 0
🛅 PPS #10 - T2	10	Operating Norm	744102	8/17/2004 12:53:1	3	192.168.0.10	True	7/8/2004 9:15:5 0
🛅 PPS #11 - T2	11	Operating Norm	336103	8/17/2004 12:53:1	3	192.168.0.11	True	7/8/2004 9:21:0 0
PPS #12 - T2	12	No Operator	101200	8/17/2004 12:53:1	3	192.168.0.12	True	7/8/2004 9:22:4 0
PPS #13 - T2	13	Operating Norm	319303	8/17/2004 12:53:1	3	192.168.0.13	True	7/8/2004 9:24:4 0
🔁 PPS #14 - T2	14	Operating Norm	150103	8/17/2004 12:53:1	3	192.168.0.14	True	7/8/2004 9:26:1 0
🛅 PPS #15 - SP1	15	Operating Norm	342102	8/17/2004 12:53:1	3	192.168.0.15	True	7/8/2004 9:29:5 0
🛅 PPS #16 - SP2	16	Operating Norm	411703	8/17/2004 12:53:1	3	192.168.0.16	True	7/8/2004 9:31:3 0
PPS #17 - SP3	17	No Operator	032501	8/17/2004 12:53:1	3	192.168.0.17	True	7/8/2004 9:33:1 0
PPS #18 - PP1	18	No Operator	113200	8/17/2004 12:53:1	3	192.168.0.18	True	7/8/2004 9:34:5 0
PPS #19 - PP2	19	No Operator	593200	8/17/2004 12:53:1	3	192.168.0.19	True	7/8/2004 9:36:3 0
D PPS #2 - T1	2	Operating Norm	876102	8/17/2004 12:53:1	3	192.168.0.2	True	7/8/2004 9:19:1 0
PPS #21-BFBag1	1003	No Operator	129703	8/17/2004 12:53:1	3	192.168.0.21	True	7/13/2004 11:4 0
D PPS #22-BFBag2	1004	Operating Norm	459702	8/17/2004 12:53:1	3	192.168.0.22	True	7/13/2004 11:4 0
PPS #23-MatR1	1005	No Work Conditi	736903	8/17/2004 12:53:1	3	192.168.0.23	True	7/8/2004 7:56:1 0
PPS #24-MatR2	1006	Operating Norm	610903	8/17/2004 12:53:1	3	192.168.0.24	True	7/8/2004 7:56:3 0
🗍 PPS #3 - T1	3	Operating Norm	956502	8/17/2004 12:53:1	3	192.168.0.3	True	7/8/2004 8:51:5 0
PPS #4 - T1	4	No Operator	630400	8/17/2004 12:53:1	3	192.168.0.4	True	7/8/2004 8:53:5 0
🖸 PPS #5 - T1	5	Operating Norm	253303	8/17/2004 12:53:1	3	192.168.0.5	True	7/8/2004 8:55:4 0
🛅 PPS #6 - T1	6	Operating Norm	355303	8/17/2004 12:53:1	3	192.168.0.6	True	7/8/2004 8:57:1 0
PPS #7 - T2	7	No Operator	813702	8/17/2004 12:53:1	3	192.168.0.7	True	7/8/2004 8:58:5 0
PPS #8 - T2	8	No Operator	109600	8/17/2004 12:53:1	3	192.168.0.8	True	7/8/2004 9:11:5 0
D PPS #9 - T2	9	Operating Norm	540103	8/17/2004 12:53:1	3	192.168.0.9	True	7/8/2004 9:13:5 0
D PPS #25-MscBGF	1007	No Operator	296800	8/17/2004 12:53:1	4	192.168.0.25	True	7/13/2004 11:4 0
PPS #20-BFBelt	1002	No Operator	531701	8/17/2004 12:53:1	6	192.168.0.20	True	7/8/2004 10:06: 0
PPS #26-GmtS1	1008	No Operator	452501	8/17/2004 12:53:1	7	192.168.0.26	True	7/28/2004 2:07: 0
PPS #27-GmtS2	1009	No Operator	429701	8/17/2004 12:53:1	7	192.168.0.27	True	7/28/2004 2:13: 0
PPS #28-TO/Trolleys	1010	No Operator	458501	8/17/2004 12:53:1	7	192.168.0.28	True	7/28/2004 2:08: 0

Once the Monitor Program is started, click on the Stop button to stop it to Refresh devices, Check the Online Status of Devices or do other changes to devices as discussed below.



Active

Device Monitor Count: 29

ame	Code	Status	Last Record Read	Last Poll	Туре	Address	Active	Last Update	Ve
🔁 PPS Time Clock	1001	Operating Norm	104800	9/19/2003 7:34:48	1		False	8/20/2003 4:36:	09
🖸 PPS #1 - T1	1	Operating Norm	811302	8/17/2004 12:53:1	3	192.168.0.1	True	7/8/2004 9:17:2	07
🛅 PPS #10 - T2	10	Operating Norm	744102	8/17/2004 12:53:1	3	192.168.0.10	True	7/8/2004 9:15:5	07
🖸 PPS #11 - T2	11	Operating Norm	336103	8/17/2004 12:53:1	3	192.168.0.11	True	7/8/2004 9:21:0	07
🛅 PPS #12 - T2	12	Operating Norm	101200	8/17/2004 12:53:1	3	192.168.0.12	True	7/8/2004 9:22:4	07
🖸 PPS #13 - T2	13	Operating Norm	319303	8/17/2004 12:53:1	3	192.168.0.13	True	7/8/2004 9:24:4	07
🖸 PPS #14 - T2	14	No Operator	150103	8/17/2004 12:53:1	3	192.168.0.14	True	7/8/2004 9:26:1	07
🛅 PPS #15 - SP1	15	Operating Norm	342102	8/17/2004 12:53:1	3	192.168.0.15	True	7/8/2004 9:29:5	07
🛅 PPS #16 - SP2	16	Operating Norm	411703	8/17/2004 12:53:1	3	192.168.0.16	True	7/8/2004 9:31:3	07
🖸 PPS #17 - SP3	17	No Operator	032501	8/17/2004 12:53:1	3	192.168.0.17	True	7/8/2004 9:33:1	07
🔁 PPS #18 - PP1	18	No Operator	113200	8/17/2004 12:53:1	3	192.168.0.18	True	7/8/2004 9:34:5	07
🖸 PPS #19 - PP2	19	Operating Norm	593200	8/17/2004 12:53:1	3	192.168.0.19	True	7/8/2004 9:36:3	07
🛅 PPS #2 · T1	2	Operating Norm	876102	8/17/2004 12:53:1	3	192.168.0.2	True	7/8/2004 9:19:1	07
🛅 PPS #21-BFBag1	1003	Operating Norm	129703	8/17/2004 12:53:1	3	192.168.0.21	True	7/13/2004 11:4	07
PPS #22-BFBag2	1004	No Operator	459702	8/17/2004 12:53:1	3	192.168.0.22	True	7/13/2004 11:4	07
PPS #23-MatR1	1005	Operating Norm	736903	8/17/2004 12:53:1	3	192.168.0.23	True	7/8/2004 7:56:1	07
🛅 PPS #24-MatR2	1006	Operating Norm	610903	8/17/2004 12:53:1	3	192.168.0.24	True	7/8/2004 7:56:3	07
🛅 PPS #3 · T1	3	Operating Norm	956502	8/17/2004 12:53:1	3	192.168.0.3	True	7/8/2004 8:51:5	07
🛅 PPS #4 - T1	4	No Operator	630400	8/17/2004 12:53:1	3	192.168.0.4	True	7/8/2004 8:53:5	07
🖸 PPS #5 - T1	5	Operating Norm	253303	8/17/2004 12:53:1	3	192.168.0.5	True	7/8/2004 8:55:4	07
🛅 PPS #6 - T1	6	Operating Norm	355303	8/17/2004 12:53:1	3	192.168.0.6	True	7/8/2004 8:57:1	07
🔁 PPS #7 · T2	7	No Operator	813702	8/17/2004 12:53:1	3	192.168.0.7	True	7/8/2004 8:58:5	07
🔁 PPS #8 · T2	8	No Operator	109600	8/17/2004 12:53:1	3	192.168.0.8	True	7/8/2004 9:11:5	07
🖸 PPS #9 - T2	9	Operating Norm	540103	8/17/2004 12:53:1	3	192.168.0.9	True	7/8/2004 9:13:5	07
PPS #25-MscBGF	1007	No Operator	296800	8/17/2004 12:53:1	4	192.168.0.25	True	7/13/2004 11:4	07
PPS #20-BFBelt	1002	No Operator	531701	8/17/2004 12:53:1	6	192.168.0.20	True	7/8/2004 10:06:	07
PPS #26-GmtS1	1008	No Operator	452501	8/17/2004 12:53:1	7	192.168.0.26	True	7/28/2004 2:07:	07
DPS #27-GmtS2	1009	No Operator	429701	8/17/2004 12:53:1	7	192.168.0.27	True	7/28/2004 2:13:	07
PPS #28-TO/Trolleys	1010	No Operator	458501	8/17/2004 12:53:1	7	192.168.0.28	True	7/28/2004 2:08:	07
		1							
Refresh Check Online :	status Fi	nalize Production						Stop Ur	nloa

Click the Unload button to completely remove the Monitor Program from operation. To restart you must hit the Monitor Button on the main menu screen – "PPS Login" as shown on the task bar at the bottom of the screen.



### B. Working with Monitoring Stations from the Monitor Program Status Screen

### **1.** General PPS Monitor Status Screen Information

The screen shows all the PPS devices in the system and their status, etc. This screen is a good starting place in troubleshooting and should be checked frequently to detect offline devices, etc.

ame	Code	Status	Last Record Read	Last Poll	Туре	Address	Active	Last Update	V
PPS Time Clock	1001	Operating Norm	104800	9/19/2003 7:34:48	1		False	8/20/2003 4:36:	0:
🖸 PPS #1 - T1	1	Operating Norm	811302	8/17/2004 12:53:1	3	192.168.0.1	True	7/8/2004 9:17:2	0
0 PPS #10 · T2	10	Operating Norm	744102	8/17/2004 12:53:1	3	192.168.0.10	True	7/8/2004 9:15:5	0
🗍 PPS #11 - T2	11	Operating Norm	336103	8/17/2004 12:53:1	3	192,168.0.11	True	7/8/2004 9:21:0	0
PPS #12 - T2	12	Operating Norm	101200	8/17/2004 12:53:1	3	192.168.0.12	True	7/8/2004 9:22:4	0
PPS #13 - T2	13	Operating Norm	319303	8/17/2004 12:53:1	3	192.168.0.13	True	7/8/2004 9:24:4	0
PPS #14 - T2	14	No Operator	150103	8/17/2004 12:53:1	3	192.168.0.14	True	7/8/2004 9:26:1	0
PPS #15 - SP1	15	Operating Norm	342102	8/17/2004 12:53:1	3	192.168.0.15	True	7/8/2004 9:29:5	0
🔟 PPS #16 - SP2	16	Operating Norm	411703	8/17/2004 12:53:1	3	192.168.0.16	True	7/8/2004 9:31:3	0
PPS #17 - SP3	17	No Operator	032501	8/17/2004 12:53:1	3	192.168.0.17	True	7/8/2004 9:33:1	0
PPS #18 · PP1	18	No Operator	113200	8/17/2004 12:53:1	3	192.168.0.18	True	7/8/2004 9:34:5	0
🔁 PPS #19 - PP2	19	Operating Norm	593200	8/17/2004 12:53:1	3	192.168.0.19	True	7/8/2004 9:36:3	0
🛅 PPS #2 - T1	2	Operating Norm	876102	8/17/2004 12:53:1	3	192.168.0.2	True	7/8/2004 9:19:1	0
🖸 PPS #21-BFBag1	1003	Operating Norm	129703	8/17/2004 12:53:1	3	192.168.0.21	True	7/13/2004 11:4	0
PPS #22-BFBag2	1004	No Operator	459702	8/17/2004 12:53:1	3	192.168.0.22	True	7/13/2004 11:4	0
PPS #23-MatR1	1005	Operating Norm	736903	8/17/2004 12:53:1	3	192.168.0.23	True	7/8/2004 7:56:1	0
🛅 PPS #24-MatR2	1006	Operating Norm	610903	8/17/2004 12:53:1	3	192.168.0.24	True	7/8/2004 7:56:3	0
🛅 PPS #3 - T1	3	Operating Norm	956502	8/17/2004 12:53:1	3	192.168.0.3	True	7/8/2004 8:51:5	0
PPS #4 - T1	4	No Operator	630400	8/17/2004 12:53:1	3	192.168.0.4	True	7/8/2004 8:53:5	0
🖸 PPS #5 - T1	5	Operating Norm	253303	8/17/2004 12:53:1	3	192.168.0.5	True	7/8/2004 8:55:4	0
🛅 PPS #6 - T1	6	Operating Norm	355303	8/17/2004 12:53:1	3	192.168.0.6	True	7/8/2004 8:57:1	0
PPS #7 · T2	7	No Operator	813702	8/17/2004 12:53:1	3	192.168.0.7	True	7/8/2004 8:58:5	0
PPS #8 - T2	8	No Operator	109600	8/17/2004 12:53:1	3	192.168.0.8	True	7/8/2004 9:11:5	0
🛅 PPS #9 - T2	9	Operating Norm	540103	8/17/2004 12:53:1	3	192.168.0.9	True	7/8/2004 9:13:5	0
PPS #25-MscBGF	1007	No Operator	296800	8/17/2004 12:53:1	4	192.168.0.25	True	7/13/2004 11:4	0
PPS #20-BFBelt	1002	No Operator	531701	8/17/2004 12:53:1	6	192.168.0.20	True	7/8/2004 10:06:	0
PPS #26-GmtS1	1008	No Operator	452501	8/17/2004 12:53:1	7	192.168.0.26	True	7/28/2004 2:07:	0
PPS #27-GmtS2	1009	No Operator	429701	8/17/2004 12:53:1		192.168.0.27	True	7/28/2004 2:13:	0
PPS #28-TO/Trolleys	1010	No Operator	458501	8/17/2004 12:53:1	7	192.168.0.28	True	7/28/2004 2:08:	0
<ul> <li>PPS #20-BFBelt</li> <li>PPS #26-GmtS1</li> <li>PPS #27-GmtS2</li> </ul>	1002 1008 1009	No Operator No Operator No Operator	531701 452501 429701	8/17/2004 12:53:1 8/17/2004 12:53:1 8/17/2004 12:53:1	6	192.168.0.20 192.168.0.26 192.168.0.27	True True True	7/8/ 7/28 7/28	/2004 10:06: 3/2004 2:07: 3/2004 2:13:



### 2. PPS Device Tab

### a. Make Changes to Monitoring Stations

Stop the monitor program as described above.

Right click on any device on the PPS Monitor screen, then click on Properties.

Make changes as for new devices or changes described earlier.

	Make change	25 dS	for new device	es or change	es described e	annen			
]∳(PI	PS Monitor Status Scre	een							
	vice Monitor Count: 2 PS Devices Monitor Log	29 Error Loc	a Settinas						Active
	ame	Code	Status	Last Record Read	Last Poll	Туре	Address	Active	Last Update Versi
	🔁 PPS Time Clock	1001	OffLine/Commu	104800	9/19/2003 7:34:48	1	· ·	False	8/20/2003 4:36: 09-1
	🖸 PPS #1 - T1	1	Operating Norm	814902	8/17/2004 1:11:31	3	192.168.0.1	True	7/8/2004 9:17:2 07-0
	🖸 PPS #10 - T2	10	Operating Norm	747702	8/17/2004 1:11:31	3	192.168.0.10	True	7/8/2004 9:15:5 07-0
	🛅 PPS #11 - T2	11	Operating Norm	342103	8/17/2004 1:11:31	3	192.168.0.11	True	7/8/2004 9:21:0 07-0
	PPS #12 - T2	12	No Operator	101200	8/17/2004 1:11:31	3	192.168.0.12	True	7/8/2004 9:22:4 07-0
	🎆 PPS #13 - T2	13	Properties	324103	8/17/2004 1:11:31	3	192.168.0.13	True	7/8/2004 9:24:4 07-0:
	🖸 PPS #14 - T2	14	Status	156103	8/17/2004 1:11:31	3	192.168.0.14	True	7/8/2004 9:26:1 07-0
	🖸 PPS #15 - SP1	15	Unlock Device prm	345702	8/17/2004 1:11:31	3	192.168.0.15	True	7/8/2004 9:29:5 07-0
	🖸 PPS #16 - SP2	16 _	prm	415303	8/17/2004 1:11:31	3	192.168.0.16	True	7/8/2004 9:31:3 07-0
	🔁 PPS #17 - SP3	17	Update Device ator	032501	8/17/2004 1:10:48	3	192.168.0.17	True	7/8/2004 9:33:1 07-0
	PPS #18 · PP1	18	Iniitalize Device ator	113200	8/17/2004 1:11:31	3	192.168.0.18	True	7/8/2004 9:34:5 07-0
	PPS #19 · PP2	19 🗸	Online ator	593200	8/17/2004 1:10:46	3	192.168.0.19	True	7/8/2004 9:36:3 07-0
	🛅 PPS #2 - T1	2 -	Operating Norm	880902	8/17/2004 1:10:48	3	192.168.0.2	True	7/8/2004 9:19:1 07-0
	🔁 PPS #21-BFBag1	1003	No Operator	132103	8/17/2004 1:11:31	3	192.168.0.21	True	7/13/2004 11:4 07-0
	🔁 PPS #22-BFBag2	1004	Operating Norm	463302	8/17/2004 1:10:46	3	192.168.0.22	True	7/13/2004 11:4 07-0
	🛅 PPS #23-MatR1	1005	Operating Norm	751303	8/17/2004 1:11:23	3	192.168.0.23	True	7/8/2004 7:56:1 07-0
	🔁 PPS #24-MatR2	1006	Operating Norm	620503	8/17/2004 1:11:23	3	192.168.0.24	True	7/8/2004 7:56:3 07-0
	🖸 PPS #3 - T1	3	Operating Norm	958902	8/17/2004 1:11:23	3	192.168.0.3	True	7/8/2004 8:51:5 07-0

PPS Device	
Current Status	Operating Normally
Name:	PPS #13 - T2
Properties Displ	ay Tasks Setups Status Update Device
Read Inter	
Poll Inter	val 60 ?
Vers	ion 07-08-2004 2 Reads the current status from the de
Last Poll D	ate 8/17/2004 1:12:44 PM
Last Read D	ate 8/17/2004 1:11:15 PM
Last Record Re	ad 324103 8/17/2004 1:10:14 PM
	Apply OK Cancel

Remember to Update or Initialize any devices changed either as described previously or as shown below by right clicking on a device from the Monitor program screen and clicking on Update or Initialize Device.

You can also click on Online which will show the currently selected device's Online ststus. Restart the Monitor Program after any of these changes, etc.



### b. Check Status of Device – Mostly for programmers/IT personnel

Stop the monitor program as described above.

Right click on any device on the PPS Monitor screen, then click on Status. Close the Status screen after viewing it and restart the Monitor Program.

PPS Monito	or Status Scr	een							_0	×
Device Monitor	r Count:	29							Active	
DDC Davies	1	1 1								
PPS Devices	Monitor Log	Error Log	Settings							
Name		Code	Status	Last Record Read	Last Poll	Туре	Address	Active	Last Update Ver:	si
D PPS T	ime Clock	1001	OffLine/Commu	104800	9/19/2003 7:34:48	1		False	8/20/2003 4:36: 09-1	1
🔁 PPS #	:1 - T1	1	Operating Norm	816102	8/17/2004 1:12:43	3	192.168.0.1	True	7/8/2004 9:17:2 07-0	0:
🔁 PPS #	10 - T2	10	Operating Norm	748902	8/17/2004 1:12:43	3	192.168.0.10	True	7/8/2004 9:15:5 07-0	0:
🚺 PPS #	11 - T2	11	Operating Norm	342103	8/17/2004 1:12:43	3	192.168.0.11	True	7/8/2004 9:21:0 07-0	0
🔁 PPS #	12 - T2	12	No Operator	101200	8/17/2004 1:12:43	3	192.168.0.12	True	7/8/2004 9:22:4 07-0	0:
📓 PPS #	13 - T2	13	Properties	324103	8/17/2004 1:12:44	3	192.168.0.13	True	7/8/2004 9:24:4 07-0	0
🔁 PPS #	14 - T2	14	Status	156103	8/17/2004 1:12:44	3	192.168.0.14	True	7/8/2004 9:26:1 07-0	0
🔁 PPS #	15 - SP1	15	Unlock Device	345702	8/17/2004 1:12:44	3	192.168.0.15	True	7/8/2004 9:29:5 07-0	0:
💿 PPS #	16 - SP2	16		415303	8/17/2004 1:13:55	3	192.168.0.16	True	7/8/2004 9:31:3 07-0	0
🔁 PPS #	17 - SP3	17	Update Device	032501	8/17/2004 1:13:26	3	192.168.0.17	True	7/8/2004 9:33:1 07-0	0:
🔁 PPS #	18 - PP1	18	Iniitalize Device	113200	8/17/2004 1:12:44	3	192.168.0.18	True	7/8/2004 9:34:5 07-0	0:
🔁 PPS #	19 - PP2	19	✓ Online	593200	8/17/2004 1:13:26	3	192.168.0.19	True	7/8/2004 9:36:3 07-0	0:
🔁 PPS #	2 - T1	2 -	Operating Norm	880902	8/17/2004 1:13:26	3	192.168.0.2	True	7/8/2004 9:19:1 07-0	0
	04 DED - 4	4000		400400	0.11710001111011	-	400 400 0.04	-	714010001111 071	<u>.</u>

🛃 PPS Status Record		
Key	Value	Description 🔺
Status_Date	8/17/2004 1:13:55 PM	Time the status was read
DISPLAY	Day Ct= 1374 E=102Tsk	LCD Display- 80 Characters
PB_INPUT	0000000	Status of 8 Push Button Inputs (Fpi 8 = least sigi
PB_OUTPUT	00010000	Status of 8 Push Button Outputs (Fpo 8 = lsb)
EXT_IN_STATE	0000	Status of 4 External Inputs (Dci 304 = Isb)
EXT_OUT_STATE	1000	Status of 4 External Outputs (Dco 312 = lsb)
SPARE	0E0100	Trouble Shooting: HiByte=Cas1 Ptr, MidByte=Pt
NEXT_REC_PTR	325303	Next Address For Data Record format
CARDS_IN	00000001	Current Location of cards in the device
CARDS_CNT	1	Number of Cards Plugged into the device
OPER_MODE	1	Operating Mode of PPS Device see table. See []
STATION_TYPE	3	Type of PPS Station. See Table PPS_DEVICE
TOTAL_CNT	1374	Station Total Count
TASK_CNT	73	Current Task Count
TOTAL_EFF	102	Station Efficiency as a percent
TASK_EFF	100	Task Efficiency as a percent
SECONDS_OFF_PACE	3631	Total Off Pace time in seconds
SECONDS_ON_PACE	15395	Total On Pace time in seconds
SECONDS_BONUS	4110	Total Bonus Time in seconds
SECONDS_NO_WORK	0	Total No Work Time in seconds
SECONDS_MACH_OFF	0	Total Machine Off Time in seconds
SECONDS_MAINT	0	Total Station Maint Time in seconds
TASK	1	Current Task
CUSTOMER	0	Current Customer
COST_CENTER	1001	PPS Assigned Cost Center
SERIAL_NUMBER	000000	PPS Serial Number
COMPILE_DATE	07-08-2004	Compile Date - of current PPS Firmware
<b> </b> •		



### 3. Monitor Log and Error Log Tabs

These tabs show the current operation of the polling, recording reading and system errors that occur during the monitor process. They were discussed in an earlier section near the beginning of this manual.

### 4. Settings Tab

This tab allows IT or programming personnel to make operational changes to the monitor program and message centers. Hit the Save button after any changes.

PPS Monitor Status Screen	
Device Monitor Count: 69	Active
PPS Devices   Monitor Log   Error Log   Settings	
Default Device Polling Interval30secondsAutomatic restart if monitor has been stopped. Enter 0 to disable option	60 minutes
Last PPS Device Record Processed 91469 Records to process 0	
Record Process Interval 100 seconds	
Log successful Monitor actions (failing actions are always logged)	
Message Center Wake Up Interval 10 minutes	
Message Center Broadcast Address 192.168.10.255	
Wake Up Now	Save
	Stop Unload
SSSSSSSSSSSSSSSSSSSSSSSSSSSSSSSSSSSSSS	Mem: 1729kb //.





Notes:			



# **CHAPTER 11 - PPS Reports**

To access the system reports click on the *Reports* button on the main menu (PPS Login) screen. You can also make changes to what is shown on the message centers in this area.

PPS Login	
Settings Help	
<b>SO</b>	PFTROLPulseNet Production System PPS
E Setup	Softrol Systems PPS Customer 4867 North Main Street Acworth, GA 30101
Monitor III Reports Suite	Wednesday, January 28, 2004 2:32:04 PM
Exit	A A

This brings up a Reports Login screen. Enter the *user and password* and hit the *Submit* button.

<u>Home</u>	Report Login	Log Out
	Footprints-PPS Reporting Log In Login: Password: Submit	



Select the report desired from the Report choices shown on the opening page.

<u>Home</u>	Administrator	Log Out
Reports	Daily Plant Production Summary Management Report for Labor Daily Operator Performance Summary Cost Center Summary: By Item Cost Center Summary: By Device Ironer Audit Report Pieces & Pounds Report Quality Process Summary Cost Center Week Summary Daywork Summary Report View List Of Employees Cost Center Task List Underachievers Report	
	Offline PPS Device List Check Last Production Read Check Open Time Clock Records Current Operators	all
Admin	User Administration Budgeted, Non Productive Time Setup Message Center Setup Text Message Setup Work History Adjustments Time Card Adjustments	
	Manual Entry of Measure Tasks View Garment Scans	
Diag	View PPS Device Records View No Operator Counts Production Summary - Test Report <u>Message Center Select</u> PPS Com Check	
	powered by: SOFTIROL Software & Control for Automation	



#### **Daily Plant Production Report**

Click on the *report* from the list of reports, select the beginning day of a 7 day workweek, select the *shift or shifts* and then either *all or selected cost centers* using the check box or the Arrows. Hit the *Select* button once your choices are made. ALL REPORTS ARE PRODUCED IN THIS MANNER WHETHER ALL OF THE SAME SELECTIONS ARE NECESSARY OR NOT.

	<u>Home</u>	Daily Plant Production Summary Select	Log Out
	Select Date	From: 8/18/2004	
	Range	To: 8/18/2004	
	Select Shift	🗆 1st Shift	
	ociect onit	🗆 2nd Shift	
		Select All	
		🔿 Bulk Department	
		🔿 Custodial Departmrnt	
	Cost Center	Garment Sorting Department	
	Select	➡ Soil Room Department	
		➡ Temp Employee Department	
		➡ Tunnel/Press Department	
		➡ Washroom Department	
		Submit	21
	<u>Home</u>	Daily Plant Production Summary Select	Log Out
	Select Date	From: 8/18/2004	
	Range	To: 8/18/2004	
	Select Shift	✓ 1st Shift	
	Jeieur Jillir		



□ 2nd Shift
 □ Select All
 ⇒ Bulk Department
 ⇒ Custodial Department
 ⇒ Garment Sorting Department
 ⇒ Soil Room Department
 ⇒ Temp Employee Department

- Tunnel/Press Department

□ (1003) Pants Prs CC □ (1002) Shirt Prs CC □ (1000) Tunnel #1 CC □ (1001) Tunnel #2 CC □ (1004) Gmt Fold CC ■ Washroom Department Submit

Select All

**Cost Center** 

Select



		F		
uction Summary Shift 1				
l Meas.	Date: Ern	: <b>8/18/200</b> 4		
s Hrs.	Hrs.	Eff %		
40.70	0.45	70.00		
2 10.70 2 1.42	8.15 1.06	76.29 74.89		
<b>12.12</b>	9.21	74.07		
12.12	5.21	70.07		
0.13	0.15	110.29		
5 15.79	14.17	89.7%		
5 1.65	2.44	147.9%		
17.57	16.76	95.3%		
6.70	5.94	88.7%		
6.70	5.94	88.7		
36.39	31.91	87.7		
0.55				
0.53				
1.08				
37.47	31.91	85.1%		
l Meas.	Ern	Tota		
s Hrs.	Hrs.	Eff 87.79		
36.39	31.91	87.75		
0.00				
36.39	31.91	87.68		
t=0)				
11	<b>36.39</b> nt =0)			



# Management Report For Labor

<u>Home</u>	Management Report for Labor Select	<u>Log Out</u>
Select Start Date	From: 8/18/2004	
Select Shift	Ist Shift □ 2nd Shift	
Cost Center	<ul> <li>□ Select All</li> <li>⇒ Bulk Department</li> <li>⇒ Custodial Department</li> <li>⇒ Garment Sorting Department</li> <li>⇒ Soil Room Department</li> <li>⇒ Temp Employee Department</li> <li>⇒ Tunnel/Press Department</li> </ul>	
Select	Select All     (1003) Pants Prs CC     (1002) Shirt Prs CC     (1000) Tunnel #1 CC     (1001) Tunnel #2 CC     (1004) Gmt Fold CC     washroom Department	J.

<u>Back</u> From: 8/18/2004 To: 8/24/2004	Management	Report for Labo	or	Shift 1 Date: 8/18/2004
Dept/Cost Center	Ern Hrs.	Meas. Hrs.	Effic	cency
Tun/Prs Dept				
(1000) Tunnel #1_CC	9.31	12.35	75.4%	005 001 0
(1001) Tunnel #2 CC	17.32	18.12	95.6%	
(1002) Shirt Prs CC	6.07	6.80	89.3%	
Sub Total:	32.70	37.27	87.7%	
Plant Total:	32.70	37.27	87.7%	
	Back			

By double clicking on a cost center the following detail is produced. This is the only report with sub-level fields.

Back	Management Report for Labor	Shift 1
From: 8/18/2004 To: 8/24	2004	Date: 8/18/2004
(1000	)) Aramark MC584 Tunnel #1 CC	
Actual Day Work Hours		0.75
Budget Day Work Hours		0.00
Earned Hours		9.31
Total Allowed Hours		9.31
Regular Hours		12.35
OT Hours		0
Total Actual Hours		12.35
Var Hours		-3.04
T-07 :		75.4%
Efficiency		



#### The Daily Operator Performance Report is the heart of the PPS System.

- 1. This report lists each operator's performance for the day or other time period chosen.
- 2. The detailed explanation of this report which follows below will serve to explain many of the terms encountered in the other reports:

#### A. Explanation of Terms in the Daily Operator Performance Summary

This report is normally run for each shift at the end of the shift or day if more than one shift. It can also be run for any number of days, a week, a month, etc.

The report can also be run during the shift/day to check on the progress of an employee(s) or cost center(s).

If the report is run during the shift, keep in mind that Non-Productive Allowances (if used) may cause the Non-Productive and Time Allocation sections to be not as accurate as for an entire day.

The Productive and Daywork Tasks will be accurate to the last information passed by the PPS station to the PPS monitor program on the system computer. This occurs every few minutes.

<u>Back</u>		Dail	y Operator	Perfo	rman	ce Sumr	nary		Shift l
Report Date: 7/30/2004 To	Leport Date: 7/30/2004 To 7/30/2004 Date: 10/5/2004								
сс	CC Name	Task#	Task Name	#Occ	Stnd	Qty	Meas. Hrs	Ern Hrs	% Eff
Balisage, Bernadette			<u>Time Clock</u> Work Hist		Softca	rd# 84030		lome ( 000	:C#
Productive Tasks									
(1000)	Tunnel #1 CC	1	TunShirt	1	279	225	1.00	0.81	80.6
(1000)	Tunnel #1 CC	2	TunPant	6	286	541	2.80	1.89	67.6
(1000)	Tunnel #1 CC	3	TunCoats	3	250	474	2.07	1.90	91.7
Productive Task Tot	al					1,240	5.87	4.59	78.3
Daywork Tasks									
(1000)	Tunnel #1 CC	4	Janitor	2			0.30		
Daywork Task Total							0.30		
Non-Productive Time									
		197	NoWork	2		0	0.23		
			Idle Time				0.05		
			Mach Off				0.00		
		Non-P	rod Allowed				(0.00)		
Non-Productive Tim	e Total					0	0.28		
Time Allocation Summ	nary		Non-Prod	Avail.	Earn	Daywork	Alloc.		
	Clock Hrs	:	Allowed	Hrs	Hrs	Hrs	Hrs	%	Alloc.
	6.45	i	(0.00)	6.45	4.59	0.30	4.89		75.88

An explanation of this report follows in detail

The <u>*Time Clock*</u> and <u>*Work History*</u> hyperlinks are discussed at the end of this document



## **B. PRODUCTIVE TASKS**

# Explanation of Line #1 for items shown for Productive Tasks

	-		Shown for Froductive Tasks
1.	CC	= (1000)	= Cost Center Number where the Task was performed
2.	Cc Name	=Tunnel #1 CC	= Short Name of Cost Center where the Task was
	performed		
3.	Task #	=1	= Cost Center Task Number
4.	Task Name	=TunShirt	= Short Name of Cost Center Task
5.	#Occ	=1	= The Number of Times the Task was selected for the period
6.	Stnd	=279	= The Production Standard for that Task (pieces per hour)
7.	Qty	=225	= The Number of Pieces Processed for the Task for the period
8.	Meas. Hrs	=1.00	= The Measured Hours spent on the Task for the period
9.	Ern Hrs	=.81	= The Earned Hours on the Task for the period which equals the
	Pieces		
			Processed divided by the Production Standard - Item 7 (Qty)
			Divided
			by Item 6 (Stnd)
10.	% Eff	=80.6	= The Earned Hours divided by the Actual Hours. This is the
			Efficiency on a Production Task - Item 9 (Ern Hrs) Divided by
			Item 8
			(Meas. Hrs)

#### C. DAYWORK TASKS (These Tasks are defined as Necessary Tasks without Production Standards) Explanation of Line #1 for items shown for Daywork Tasks

1.	CC	= (1000)	= Cost Center Number where the Task was performed
2.	Cc Name	=Tunnel #1 CC	= Short Name of Cost Center where the Task was
	performed		
3.	Task #	=4	= Cost Center Task Number
4.	Task Name	=Janitor	= Short Name of Cost Center Task
5.	#Occ	=2	= The Number of Times the Task was selected for the period
6.	Qty	=	= No Pieces <i>should</i> be processed under a Daywork Task. If the
	PPS		
			station used is an automatic collection station any counts seen
			will
			be shown so the operator can be counseled in using the PPS
			system.
7.	Meas. Hrs	=0.30	= The Measured Hours spent on the Task for the period
B I A		TT./F TT.AF	

# **D. NON-PRODUCTIVE TIME**

<u>Ex</u>	Explanation of items shown for Non-Productive Tasks and Other Items						
Та	sks 197 No W	Vork and 198 M	1aintenance Tasks				
1.	Task #	=197	= Cost Center Task Number				
2.	Task Name	=No Work	= Short Name of Cost Center Task				
3.	#Occ	=2	= The Number of Times the Task was selected for the period				
4.	Qty	=0	= No Pieces <i>should</i> be processed under No Work or Maintenance. If the PPS station used is an automatic collection station any				
			counts				
			seen will be shown so the operator can be counseled in using				
			the				
			PPS system.				

5. **Meas. Hrs** =0.23 = The Measured Hours spent on the Task for the period



**Idle Time** is any missing time that occurred while the employee was on the clock but not logged into any kind of task: transit time from time clock to workstations, transit time between workstations and lunch/breaks if their card is removed from workstations but the employee does not clock out of the system.

1. **Task Name** =Idle Time = Short Name of Cost Center Task 2. Meas. Hrs =0.05= The Measured Hours spent on the Task for the period

Machine Off represents time logged into an Automatic Count Production Task when pieces are not being fed. This is an option that can be selected for each task when the Production Standards do not include allowances for Personal, Fatigue and Delay time but you wish to develop guidelines for these allowances using the Non-Productive Allowed allowance covered below. In instances where the PPS station is wired with the necessary monitoring inputs, the Off Time is also measured when the Machine or station is off.

- 1. **Task Name** = Mach Off
- = Machine Off Time
- 2. Meas. Hrs =0.00
- = The Measured Hours spent on Machine Off Time for the period

**Non-Productive Allowed** is an Allowance configured in the Reports section of PPS. Filling in a table allows different allowances based on the hours an employee works. This is normally used either in conjunction with the Machine Off option for covering personal/fatigue/delay and/or if employees remove their cards for breaks/lunch but do not clock out of the system. It can also be used to allow other miscellaneous time for employees such as cleanup if the cards are removed for these items. Some of these items may be specified in union contracts.

1.	Task Name	=Non- Prod Allowed	= Non-Productive Allowance
÷.			

2. Meas. Hrs = The allowed hours for the period =0.05

Non-Productive Time Total is the Sum of all Non-Productive items and allowances

1.	Task Name	=Non-Prod Allowed	= Non-Productive Allowance
2.	Qty	=0	= No Pieces <i>should</i> be processed under No Work/Maint – see
	above		
3.	Meas. Hrs	=0.28	= The Total Non-Productive hours for the period

# E. TIME ALLOCATION SUMMARY

#### Explanation of items shown for Time Allocation Summary

1.	Clock Hours	= 6.45	= Time Clock Hours for the period. If no time clock, this is the
	time		
			between starting the first task & ending the last during the
			period.
2.	Non-Prod Allowed	= (0.00)	= Any allowance from above under Non-Productive Time
3.	Avail. Hrs	= 6.45	= Clock Hours minus Non-Productive Allowed (1. minus 2.)
4.	Earn Hrs	= 4.93	= Total Earned Hours from the Productive Task section
5.	Daywork Hrs	= 0.00	= Total Measured Hours from the Daywork Task section
6.	Alloc. Hrs	= 4.93	= Total Earned Hours from Productive Tasks and Measured Hours
	from		
			Daywork Tasks (4. Plus 5.)
7.	% Alloc.	= 76.50	= The Allocated Hours divided by the Available Hours (6.
Di	vided by 3.)		
			This is the Overall Efficiency of the Operator for the day
			including Productive & Non-Productive Items.

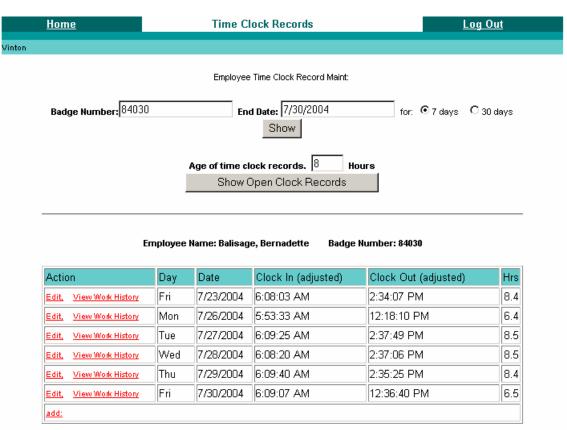


### D. HYPERLINKS FOR Time Clock AND Work History

<u>Back</u>		Daily	y Operator	Performance	Sum	mary		Shift l
Report Date: 7/30/2004 T	o 7/30/2004					Da	nte: 10/3	5/2004
сс	CC Name	Task#	Task Name	#Occ Stnd	Qty	Meas. Hrs	Ern Hrs	% Eff
Balisage, Bernadette			<u>Time Clock</u> Work Hist	Softcard#	84030		lome C 000	C#
Productive Tasks (1000) (1000)	Tunnel #1 CC	1	TunShirt	1 279	225	1.00	0.81	80.6

Once you have reviewed an employee's performance if anything seems out of range you can check their time clock records ( clock in/out ) or work history records (tasks, work times, counts) by clicking on one of the above hyperlinks on the Daily Operator Performance Report next to the employee's name. These hyperlinks bring up the following screens shown on the next pages.

#### Click on Edit to review Time Clock Records, make changes, hit Save





Vinton			
Vinton			
<u>Home</u>	Time Clock Records	<u>Log Out</u>	

Click here to return to time clock record maintenance

Field	Value
ld	4489
Employee ID / Department	84030 / 1
Clock Hours	6.5
Adjusted Clock Hours	6.5
Clock in Date:	7/30/2004 6:09:07 AM
Adjusted Cleak In	7/30/2004 mm/dd/yyyy
Adjusted Clock In	6:09:07 AM hh:mm am/pm
Clock Out Date	7/30/2004 12:36:40 PM
A distant of our distant	7/30/2004 mm/dd/yyyy
Adjusted Clock Out	12:36:40 PM hh:mm am/pm
Lunch	0 hrs.
Notes	
Delete Record	Save

# Click on Edit to review Work History Records, make changes, hit Save



				_	Puise
	<u>Home</u>	Employee Work History	L	<u>.og Out</u>	
Vinton					
		Employee Work Record Maint:			
	Badge Number: 8403	30 Begin Date: 7/30/2004	for: 🖸 1 day	O 7 days	
		Show			
		Ollow			

	Employee Name: Balisage, Bernadette Badge Number: 84030									
Action	Device	Day	Date	Start	Stop	Work Task	Mach Off (secs/hrs)	Ern Hrs	Meas His	Task His
<u>edit</u>	3	Fri	7/30	6:09:10 AM	6:17:42 AM	(2) TunPant	0 / 0.00	0.09	0.13	0.1
<u>edit</u>	3	Fri	7/30	6:17:42 AM	8:07:52 AM	(3) TunCoats	0 / 0.00	1.75	1.83	1.8
<u>edit</u>	3	Fri	7/30	8:07:52 AM	8:25:59 AM	(4) Janitor	0 / 0.00	0	0.30	0.3
<u>edit</u>	3	Fri	7/30	8:25:59 AM	9:30:30 AM	(2) TunPant	0 / 0.00	0.69	1.08	1.1
<u>edit</u>	3	Fri	7/30	9:30:30 AM	9:30:44 AM	(4) Janitor	0 / 0.00	0	0.00	0.0
<u>edit</u>	3	Fri	7/30	9:30:44 AM	9:33:05 AM	(3) TunCoats	0 / 0.00	0.00	0.05	0.1
<u>edit</u>	3	Fri	7/30	9:33:06 AM	9:34:56 AM	(2) TunPant	0 / 0.00	0.02	0.02	0.0
<u>edit</u>	3	Fri	7/30	9:34:56 AM	9:45:41 AM	(3) TunCoats	0 / 0.00	0.14	0.18	0.2
<u>edit</u>	3	Fri	7/30	9:45:41 AM	10:45:14 AM	(1) TunShirt	0 / 0.00	0.81	1.00	1.0
<u>edit</u>	3	Fri	7/30	10:45:14 AM	11:35:50 AM	(2) TunPant	0 / 0.00	0.28	0.83	0.8
<u>edit</u>	3	Fri	7/30	11:38:10 AM	11:39:16 AM	(197) NoWork	0 / 0.00	0	0.02	0.0
<u>edit</u>	3	Fri	7/30	11:39:16 AM	12:20:59 PM	(2) TunPant	0 / 0.00	0.58	0.68	0.7
<u>edit</u>	3	Fri	7/30	12:20:59 PM	12:33:54 PM	(197) NoWork	0 / 0.00	0	0.22	0.2
<u>edit</u>	3	Fri	7/30	12:33:55 PM	12:36:40 PM	(2) TunPant	0 / 0.00	0.24	0.05	0.1
							0/0.00	4.6	6.39	6.4



<u>Home</u>

Vinton

Work History Update

<u>Log Out</u>

Employee Name: Balisage, Bernadette Badge Number: 84030

Click here to return to work history maintenance

Field	Value			
ld	63375			
Employee ID / Department / Customer ID	84030 / 1			
Customer ID	0			
Task	(2) TunPant			
Task Hours	0.1			
Ohand Kinan	7/30/2004 mm/dd/yyyy			
Start time	6:09:10 AM hh:mm am/pm			
	7/30/2004 mm/dd/yyyy			
Stop Time	6:17:42 AM hh:mm am/pm			
	25			
Total Count	Production Std: 286			
	Earned Hours 0.09			
Machine Off Time	0 seconds			
Delete Record	Save			



# **Cost Center Summary By Item Report** Select a cost center(s) and item(s).

and item(s).	CC Performance Summary By Item	Log Out
√inton		
Select Dates	From: 8/2/2004	
Select Dates	то: 8/9/2004	
	✓ 1st Shift	
Options	2nd Shift	
	🗹 Sub Total by Item	
	□ Select All	
	🔿 Cost Centers (Stations)	
	Select All	
	🗹 (1000) Tunnel #1 CC	
	(1001) Tunnel #2 CC	
	C (1002) Shirt Prs CC	(PA)
	□ (1003) Pants Prs CC □ (1994) Crest Fold CC	
	□ (1004) Gmt Fold CC □ (1005) Bulk Fold CC	
	□ (1006) Bulk Ship CC	
	🗖 (1007) Mat Roll CC	
	🗖 (1008) 1st Sort CC	
	(1009) 2nd Sort CC	
	(1010) TieOut/Trolleys CC	
	□ (1011) Gmt QC CC □ (1012) Truck Loading CC	
	(1012) Huck Educing CC	
	(1014) Soil Room CC	
	🗖 (1015) Washroom CC	
	(1016) Temp Employee CC	
	➡ Items	
	Select All (Aprons) Aprons	
	🗖 (Bag Huck) Bag Huck	
	🗖 (Bag Mops) Bag Mops	
Select Device	🗖 (Bag Shop) Bag Shop	
	□ (Bath Twis) Bath Twis	
	□ (Cot Pant) Cotton Pants □ (Cot Shirt) Cotton Shirts	
	(Con Shint) Cotton Shints (Den Apron) Denim Aprons	
	□ (Exec Pant) Exec Pant	
	🗖 (Exec Shirt) Exec Shirts	
	🗖 (Fend Cvr) Fender Covers	
	(FldLgShop) Fold Large Shop	
	C (FldSmShop) Fold Small Shop	
	□ (Fold Bar) Fold Bar	
	☐ (Fold Glass) Fold Glass ☐ (Fold Gmts) Fold Garments	
	(Fold Huck) Fold huck	
	Gmt Sort) Gmt Sort	
	🗖 (Grill Wipe) Grill Wipe	
	🗖 (Ind Pant) Ind Pant	
	C (Load MU) Load MU	
	□ (Mass Twis) Mass Twis	
	☐ (Mats) Mats ☐ (Dee Hare) Beeleine Hare	
	☐ (Rec Hgrs) Reclaim Hgrs ☐ (Sort Mops) Sort Mops	
	□ (String Bag) String Bags	
	☐ (Tie Bundle) Tie Bundle	
	🗹 (Tun Coats) Tunnel Coats	
	(Tun Cover) Tunnel Coveralls	
	☑ (Tun Pants) Tunnel Pants	
	[☐ (Tun Shirts) Tunnel Shirts	
	🗖 (Wash Cloth) Wash Cloth	
	(Wind CRT) Wind CRTS	



Back Cost Center Performance Summary By Item								Pu Shift 1		
	2/2004 To 8/9/2004				,			Date: 9/		
Cost Center	ltem	Task#	Task Name	#Occ	Stnd	Qty	Meas. Hrs	Ern Hrs	e Ef	
(1000) Tunnel #	1 CC									
Productive T	asks									
	Tunnel Coats	3	TunCoats	89	250	14,654	73.68	58.62	79.0	
	Item Sub Total:						73.68	58.62	79.	
	Tunnel Coveralls	4	TunCover	76	100	2,165	18.88	21.65	114.	
	Item Sub Total:						18.88	21.65	114.	
	Tunnel Pants	2	TunPant	133	286	17,736	84.17	62.01	73.3	
	Item Sub Total:						84.17	62.01	73.7	
	Tunnel Shirts	1	TunShirt	67	279	5,535	31.98	19.84	62.0	
	Item Sub Total:						31.98	19.84	62.	
Productive	e Task Total						208.71	162.12	77.3	
Daywork Ta	sks									
Non-Product	tive Time									
		197	NoWork	50		1950	14.62			
			Mach Off				0.12			
Non-Produ	ictive Time Total						14.74			
Plant Total for	Productive Tasks:						M Hrs 208.71	E Hrs 162.12	% Ef 77.7	
Plant Total for	Daywork Tasks:						M Hrs 0.00			
Plant Total for I	Non-Productive Time:									
			Mach Off				0.12			
			Total				0.12			



# **Cost Center Summary By Device**

Pick a cost center which is a device as used here.

<u>Home</u>	CC Performance Summary By Device	Log Out
ton		
Select Dates	From: 8/2/2004	
oviver ballo	To: 8/9/2004	
	🗹 1st Shift	
Options	🗖 2nd Shift	
	🔽 Sub Total by Device	
	Select All	
	🔿 Cost Centers (Stations)	
	Select All	
	🗹 (1000) Tunnel #1 CC	
	🗖 (1001) Tunnel #2 CC	
	🗖 (1002) Shirt Prs CC	Contraction of the second
	🗖 (1003) Pants Prs CC	and the second
	🗖 (1004) Gmt Fold CC	
	🗖 (1005) Bulk Fold CC	
Select Device	🗖 (1006) Bulk Ship CC	
	🗖 (1007) Mat Roll CC	
	🗖 (1008) 1st Sort CC	
	🗖 (1009) 2nd Sort CC	
	🗖 (1010) TieOut/Trolleys CC	
	🗖 (1011) Gmt QC CC	
	🗖 (1012) Truck Loading CC	
	🗖 (1013) Custodial CC	
	🗖 (1014) Soil Room CC	
	🗖 (1015) Washroom CC	
	C (1016) Temp Employee CC	
	Submit	



nck Anort Doto: 90	Cost Center P	errorm	ance Sumn	nary B	y Dev	nce			Shift 1
eport Date: 8/2	2/2004 To 8/9/2004		Task				Meas.	Date: 9// Ern	2/2004 %
ost Center	Device	Task#	Name	#Occ	Stnd	Qty	Hrs	Hrs	Eff
000) Tunnel #1	I CC								
Productive Ta	asks								
	PPS #1 - T1	1	TunShirt	15	279	573	5.07	2.05	40.5
	PPS #1 - T1	2	TunPant	21	286	2,307	13.10	8.07	61.6
	PPS #1 - T1	3	TunCoats	15	250	1,775	12.13	7.10	58.5
	PPS #1 - T1	4	TunCover	9	100	299	2.37	2.99	126.3
	Device Sub Tot	al:					32.67	20.21	61.9
	PPS #2 - T1	1	TunShirt	10	279	1,156	5.75	4.14	72.1
	PPS #2 - T1	2	TunBant	26	286	3,883			81.7
							16.62	13.58	
	PPS #2 - T1	3	TunCoats	18	250	3,100	14.25	12.40	87.0
	PPS #2 - T1	4	TunCover	23	100	667	4.40	6.67	151.6
	Device Sub Tot	al:					41.02	36.79	89.7
	PPS #3 - T1	1	TunShirt	17	279	1,609	8.02	5.77	71.9
	PPS #3 - T1	2	TunPant	28	286	4,039	18.50	14.12	76.3
	PPS #3 - T1	3	TunCoats	15	250	3,304	14.23	13.22	92.9
	PPS #3 - T1	4	TunCover	12	100	362	3.53	3.62	102.5
	Device Sub Tot			.2		002	44.28	36.73	82.9
		4	Turchia	2	270	400	0.70	0.40	50.7
	PPS #4 - T1	1	TunShirt	2	279	120	0.73	0.43	58.7
	PPS #4 - T1	2	TunPant	3	286	223	1.73	0.78	45.0
	PPS #4 - T1	3	TunCoats	5	250	486	4.01	1.94	48.5
	Device Sub Tot	al:					6.48	3.15	48.7
	PPS #5 - T1	1	TunShirt	10	279	938	5.15	3.36	65.
	PPS #5 - T1	2	TunPant	25	286	4,309	17.12	15.07	88.
	PPS #5 - T1	3	TunCoats	21	250		14.50	14.09	97.
	PPS #5 - T1	4	TunCover	15			4.72	5.33	113.
	Device Sub To	tal:	Tanooroi		100	000	41.48	37.85	91.
	PPS #6 - T1	1	TunShirt	13			7.27	4.08	56.
	PPS #6 - T1	2	TunPant	30	286	2,975	17.10	10.40	60.
	PPS #6 - T1	3	TunCoats	15	250	2,467	14.55	9.87	67.
	PPS #6 - T1	4	TunCover	17	100	304	3.87	3.04	78.
	Device Sub To	tal:					42.78	27.39	64.
Productive	e Task Total						208.71	162.12	77.
Daywork Ta							200111	102112	
Non-Product									
		197	NoWork	50		1950	14.62		
			Mach Off				0.12		
Non-Produ	ictive Time Total						14.74		
lant Total for	Productive Tasks:						M Hrs 208.71	E Hrs 162.12	% E 77.
lant Total for	Daywork Tasks:						M Hrs 0.00		
lant Total for	Non-Productive Tin	ie:	Mach O	ff			0.12		
			Tota				0.12		



# **Ironer Audit Report**

This report is configured for devices that have PPS boxes on both the feed and discharge ends and is set up for each specific location by programmers.

<u>Home</u>	Ironer Audit Select	<u>Log Out</u>
	From: 8/18/2004	
Select Dates	To: 8/18/2004	
Select Shift	🗹 1st Shift	
Select Shint	□ 2nd Shift	
	□ Select All	
	➡ Ironers	
	☑ Select All	
	🗖 (1000) Tunnel #1 CC	
	🗖 (1001) Tunnel #2 CC	
Select Device	🗖 (1002) Shirt Prs CC	
	🗖 (1003) Pants Prs CC	
	🗖 (1004) Gmt Fold CC	
	🗖 (1005) Bulk Fold CC	
	🗖 (1006) Bulk Ship CC	
	🗖 (1007) Mat Roll CC	
	Submit	

Back	Ironer	Ironer Audit Report									
Report Date: 8/18/2004 To: 8/18/2004 Shi											
Cost Center	Feeder Pieces	Folder Pieces	Reprocessed	% Reprocessed							
(1000) Tunnel #1 CC	1	3,652	-3,651	-99.97%							
(1001) Tunnel #2 CC	3	6,102	-6,099	-99.95%							
(1002) Shirt Prs CC	1	1,251	-1,250	-99.92%							
(1005) Bulk Fold CC	161	342	-181	-52.92%							
(1007) Mat Roll CC	6	1,028	-1,022	-99.42%							
Totals:	172	12,375	-12,203	-98.61%							



# **Pieces and Pounds Report – By Item and By Customer**

<u>Home</u>		Pieces & Pounds		Log Out			
Select Repo	T:	& Pounds: By Item					
	O Pieces a	& Pounds: By Cust					
Select Date:	from: 8/18/2	004 🔳 1	to: 8/18/2004				
Select Shift:	☑ 1st Shift □ 2nd Shi	ft					
		Submit					
Back	2004 T 0/40 20	Pieces And Pou	nds Report I	by Item			Shift 1
Report Date: 8/18/	2004 1 o: 8/18/2) Task		Mend	Stain	Dry		Sniit 1 Total
ltem	Name	Customer	Cnt	Cnt	Wt	Pieces	Pounds
MATS	ALL MATS			_	40.0	4 000	10.000
Cub Tatal	Roll Mats		0	0	10.0	1,028	10,280
Sub Total:			U	0		1,028	10,280
BULK FOLD	BULK FOLD	TEMS					
	Aprons		0	0	0.4	82	32
	Bag Bags		0	0	1.0	16	16
	Bag BarT		0	0	0.2	106	18
	BagShopT		0	0	0.1	75	5
	Bath Twl		0	0	0.5	46	23
	FldSmShp		0	0	0.1	7	0
	Mass Twl		0	0	0.2	4	1
	String Bags		0	0	1.0	3	3
	Tie Bund 🎌		0	0	0.0	161	0
	Wash Cl		0	0	0.0	3	0
Sub Total:			0	0		503	99
PRESS	PRESS GAR	MENTS					
	PrsCotShirt		0	0	0.5	756	378
	PrsExShirt		2	0	0.5	493	248
Sub Total:			2	0		1,249	626
TUNNEL	TUNNEL GAR	MENTS					
	TunCoats		94	0	1.0	3,455	3,549
	TunCover		14	0	2.5	417	1,078
	TunPant		55	0	1.0	3,717	3,772
	TunShirt		53	0	0.5	1,991	1,022
Sub Total:			216	0		9,580	9,421
Plant Totals:			218	0		12,360	20,425

\*\* Count Not Included in Production Totals.(Item weight =0)



<u>Home</u>	Pieces	& Pounds Report	Log	<u>Out</u>
Select Repor	○ Pieces & Pounds :: ◎ Pieces & Pounds	•		
Select Date:	from: 8/18/2004	to: 8/18/2004		
	🗹 1st Shift			
Select Shift:	🗆 2nd Shift			

enort Date:	8/18/2004	To: 8/18/2004		• •				Shift
Customer	Item	1010/10/2001	Task Name	Mend Cnt	Stain Cnt	Dry Wt	Pieces	Tot Pound
		MATS	Roll Mats	0	0	10.00	1,028	10,2
		BULK FOLD	Aprons	0	0	0.39	82	
		BULK FOLD	Bag Bags	0	0	1.00	16	
		BULK FOLD	Bag BarT	0	0	0.17	106	
		BULK FOLD	BagShopT	0	0	0.07	75	
		BULK FOLD	Bath Twl	0	0	0.50	46	
		BULK FOLD	FldSmShp	0	0	0.06	7	
		BULK FOLD	Mass Twl	0	0	0.20	4	
		BULK FOLD	String Bags	0	0	1.00	3	
		BULK FOLD	Tie Bund **	0	0	0.00	161	
		BULK FOLD	Wash Cl	0	0	0.05	3	
		PRESS	PrsCotShirt	0	0	0.50	756	3
		PRESS	PrsExShirt	2	0	0.50	508	2
		TUNNEL	TunCoats	94	0	1.00	3,455	3,5
		TUNNEL	TunCover	14	0	2.50	417	1,0
		TUNNEL	TunPant	55	0	1.00	3,726	3,7
		TUNNEL	TunShirt	53	0	0.50	1,991	1,0
Sub Total:				218	0		12,223	20,4
lant Totals:				218	0		12,223	20,4



# Quality Process Summary Report (Reject Report) – By Cost Center and Operator

<u>Home</u>	Quality P	Log	Out			
Select Report	● Quality Summ : ○ Quality Summ					
Select Date:	From: 8/18/2004		To:	8/18/2004		
Select Shift:	☑ 1st Shift □ 2nd Shift					
	5	Submit				

<u>Back</u>		uality Pro	ocess Summ	ary by C	Cost Ce	nter		_	
Report Date: 8/18/2004 To								S	hift 1
	Total	_	Mends			_	Stain		
Task	Cnt	Cnt	%	Stnd	Var	Cnt	%	Stnd	Var
Bulk Fold CC		_		_		_		_	
Aprons	82	0	0.00%	0	0.0	0	0.00%	0	0.0
Bag Bags	16	0	0.00%	0	0.0	0	0.00%	0	0.0
Bag BarT	109	0	0.00%	0	0.0	0	0.00%	0	0.0
BagShopT	75	0	0.00%	0	0.0	0	0.00%	0	0.0
Bath Twl	46	0	0.00%	0	0.0	0	0.00%	0	0.0
FldSmShp	7	0	0.00%	0	0.0	0	0.00%	0	0.0
Mass Twl	4	0	0.00%	0	0.0	0	0.00%	0	0.0
String Bags	3	0	0.00%	0	0.0	0	0.00%	0	0.0
Tie Bund	161	0	0.00%	0	0.0	0	0.00%	0	0.0
Wash Cl	3	0	0.00%	0	0.0	0	0.00%	0	0.0
Sub Total:	506	0	0.00%			0	0.00%		
Mat Roll CC									
Roll Mats	1028	0	0.00%	0	0.0	0	0.00%	0	0.0
Sub Total:	1,028	0	0.00%			0	0.00%		
Shirt Prs CC									
PrsCotShirt	772	0	0.00%	5	5.0	0	0.00%	1	1.0
PrsExShirt	510	2	0.39%	5	4.6	ŏ	0.00%	1	1.0
Sub Total:	1,282	2	0.16%		4.0	0	0.00%		1.0
Tunnel #1 CC									
TunCoats	1415	48	3.39%	5	1.6	0	0.00%	1	1.0
TunCover	1413	40 5	3.38%	5	1.6	ŏ	0.00%	1	1.0
TunPant	1352	17	1.26%	5	3.7	ŏ	0.00%	1	1.0
TunShirt	784	8	1.02%	5	4.0	Ö	0.00%	1	1.0
Sub Total:	3,699	78	<b>2.11%</b>		4.0	0	0.00%		1.0
Tunnel #2 CC									
TunCoats	2134	46	2.16%	5	2.8	0	0.00%	1	1.0
TunCover	2134	40	3.18%	5	1.8	Ö	0.00%	1	1.0
TunPant	203	38	1.56%	5	3.4	0	0.00%	1	1.0
TunShirt	1260	30 45	3.57%	5	0.4 1.4	0	0.00%	1	1.0
Sub Total:	6,106	138	2.26%	0	1.4	0	0.00%	1	1.0
Jun 10(01;	0,100	130	2.20%			U	0.00%		
Plant Total:	12,621	218	1.73%			0	0.00%		



<u>Home</u>	Quality Process S	Summary Report	<u>Log Oı</u>	<u>it</u>
Select Report	ି Quality Summary: By ତ Quality Summary: By			
Select Date:	From: 8/18/2004	To: 8/18/2004		
Select Shift:	<ul> <li>✓ 1st Shift</li> <li>☐ 2nd Shift</li> <li>Submit</li> </ul>		_	

	<u>Back</u>			)uality Pr	ocess S	umm	ary by (	Operat	ог			
	Report Date: 8/18/	2004 To: 8									S	ihift 1
			Total		Mer					Stain		
	Task		Cnt	Cnt		%	Stnd	Var	Cnt	%	Stnd	Var
	Balisage, Bernade	ette										
	TunCoats		373	19	5.09		5	0.1	0		1	1.0
	TunCover		39	0	0.00	0%	5	5.0	0	0.00%	1	1.0
	TunPant		454	3	0.66	6%	5	4.3	0	0.00%	1	1.0
	TunShirt		189	1	0.53	3%	5	4.5	0	0.00%	1	1.0
	Sub Total:		1,055	23	2.1	8%			0	0.00%		
	Balisage, Cheland	le										
	Roll Mats		522	0	0.00	0%	0	0.0	0	0.00%	0	0.0
	Sub Total:		522	0	0.0	0%			0	0.00%		
	Brooks, Darla											
	Aprons		53	0	0.00	0%	0	0.0	0	0.00%	0	0.0
	Bath Twl		16	Ō	0.00	0%	Ō	0.0	Ō	0.00%	Ō	0.0
	Mass Twl		2	Ō	0.00		Ō	0.0	Ō		Ō	0.0
	Wash Cl		1	ō	0.00		ō	0.0	Ō		Ō	0.0
	Sub Total:		72	0	0.0	0%			0	0.00%		
Tiller, Loretta												
BagShopT	75	0	0.00%	0	0.0	0	0.00	1%	0	0.0		
FldSmShp	7	ō	0.00%	ō	0.0	ō	0.00		ō	0.0		
Sub Total:	82	0	0.00%	_		0	0.00		_			
Wright, Perrianne	9											
Bag BarT	- 109	0	0.00%	0	0.0	0	0.00	1%	0	0.0		
Sub Total:	109	0	0.00%	-		0	0.00		_	_		
Plant Total:	12,621	218	1.73%			0	0.00	)%				



# Weekly Summary by Cost Center

<u>Home</u>	Cost Center Week Summary Select	Log Out
Select Start Da	ate From: 08/15/2004	
Select Shift	☑ 1st Shift	
	2nd Shift	
	Select All	
	🔿 Bulk Department	
	🔿 Custodial Departmrnt	
Cost Center	🖨 Garment Sorting Department	
Select	🔿 Soil Room Department	
	🔿 Temp Employee Department	
	➡ Tunnel/Press Department	
	➡ Washroom Department	
	Submit	

<u>Back</u> From:	08/15/2004 To: 8	3/20/2004	Cost Ce	enter We	ekly Su	ımma	ry Re	port	D	ate: 8/1	Shift 1 8/2004
									Tot	Tot	Task
Task	Task Name	8/15	8/16	8/17	8/18	8/19	8/20	8/21	Pcs	Hrs	Std
1st So	1st Sort CC										
	(1008) 1										
(1)	3	0	0	0	0	0	0	0	0	0.0	1250
(2)	3	0	0	0	0	0	0	0	0	0.0	2500
(3)	3	0	0	0	0	0	0	0	0	0.0	3750
(4)	3	0	0	0	0	0	0	0	0	0.0	5000
(5)	3	0	0	0	0	0	0	0	0	0.0	6250
(6)	3	0	0	0	0	0	0	0	0	0.0	7500
(7)	3	0	0	0	0	0	0	0	0	0.0	8750
(8)	3	0	0	0	0	0	0	0	0	0.0	10000
Su	b Totals:	0	0	0	0	0	0	0	0	0.0	
(1) (2) (3) (4)	el #1 CC (1000) 1 1 1 1 1 <b>ub Totals:</b>	0 0 0 0 <b>0</b>	1,770 3,846 1,382 500 <b>7,498</b>	291 2,339 2,494 501 <b>5,625</b>	784 1,366 1,415 148 <b>3,713</b>	0 0 0 0	0 0 0 0	0 0 0 0	2,845 7,551 5,291 1,149 <b>16,836</b>	16.3 40.6 30.0 9.5 <b>96.3</b>	279 286 250 100
(1) (2) (3) (4)	el #2 CC (1001) 1 1 1 1 1 ub Totals:	0 0 0 0	4,379 2,644 2,885 152 <b>10,060</b>	2,220 1,608 3,856 521 <b>8,205</b>	1,260 2,464 2,145 283 <b>6,152</b>	0 0 0 0 0	0 0 0 0 0	0 0 0 0 0	7,859 6,716 8,886 956 <b>24,417</b>	38.4 30.8 39.1 7.6 <b>116.0</b>	279 286 250 100
Plan	t Totals:	0	24,657	22,127	14,764	0	0	0	61,548	542.0	



#### **Daywork Summary Report**



<u>Back</u> From: 08/15/2004 To: 8/18/		Date: 8/	Shift 1 /18/2004	
Dept/Cost Center	Task	Total Pcs	Total Hrs	0cc
(2) Bulk Dept				
Productive (1007) Mat Roll CC Productive	(175) Cln Returns	12525	0.00	28
(1007) Mat Roll CC	(176) Utility BF	575	0.00	1

<u>Back</u>





# **Employee List**

Click on *Employee List* in Reports to get this list.

<u>Home</u>		Employee List							
<u>Back</u>					Employee Li	st	_		
Report Date: 8/18/2004									8/2004
Name	Emp		<u>Start</u>	<u>Shift</u>	Title	<u>Softcard</u>	<u>Default</u>		
	<u>ID</u>	<u>ID</u>	Date	Code		<u>Number</u>	<u>CC ID</u>	Level	ID
Adams, Teresa	77470	3	8/20/2003	1st	GMT SHIP	77470	1008	1	1
Aitken, Angela	33808	4	8/20/2003	1st	SOIL ROOM	33808	1014	1	1
Andrews, Cory	86567	4	8/20/2003	1st	SOIL ROOM	86567	1014	1	1
Augustin, Jean	78985	1	8/20/2003	1st	TUN/PRS	78985	1000	1	1
Balisage, Chelande	11981	2	8/20/2003	1st	BULK	11981	1005	1	1
Balisage, Bernadette	84030	1	8/20/2003	1st	TUN/PRS	84030	1000	1	1
Bannister, Carolyn	81242	4	8/20/2003	1st	TUN/PRS	81242	1014	1	1
Barrett, Sean	11992	5	8/20/2003	1st	WASHROOM	11992	1015	1	1
Blakenship, Mary	33830	3	8/20/2003	1st	GMT SHIP	33830	1008	1	1
Bolton, Susan	7388	1	3/22/2004	1st	ProdSupv	7388	1000	1	1
Boyd, Lena	11910	1	8/20/2003	1st	BULK	11910	1004	1	1
Bralley, Doris	11906	1	8/20/2003	1st	TUN/PRS	11906	1004	1	1
Brooks, William	71114	5	8/20/2003	1st	WASHROOM	71114	1015	1	1
Brooks, Darla	71164	2	8/20/2003	1st	BULK	71164	1005	1	1
Burgess, Karen	77474	3	8/20/2003	1st	GMT SHIP	77474	1008	1	1
Casseus, Vida	91673	1	8/20/2003	1st	TUN/PRS	91673	1000	1	1
Charles, Ciane	93416	1	8/20/2003	1st	TUN/PRS	93416	1000	1	1



# **Cost Center Task List**

<u>Hom</u>		Cost Center Ta	on List		<u>og Out</u>
Back		Cost Cer	nter Task L	ist	
Report Date: 8	3/18/2004				Date: 8/18/200
Cost CC CenterDepart	CC mentShort	cc	CC Default	<	Productio
ID ID	Name	Description	Task ID <sup>ID</sup>	Description	Stnd
1000 1	Tunnel #1 CC	Aramark MC584 Tunnel #1 CC			
Details and St	tandards				
			197	No Work	0
			198	Machine Maintenace Time	0
			199	Cost Center Idle Time	0
			1	Hang Shirts - Tunnel	279
			2	Hang Pants - Tunnel	286
			4	Hang Coveralls - Tunnel	100
			3	Mixed Coats - Tunnel	250
1001 1	Tunnel #2 CC	Aramark MC584 Tunnel #2 CC	199		
Details and St	tandards				
			197	No Work	0
			198	Machine Maintenace Time	0
			199	Cost Center Idle Time	0
			4	Hang Coveralls - Tunnel	100
			1	Hang Shirts - Tunnel	279
			2	Hang Pants - Tunnel	286
			3	Mixed Coats - Tunnel	250
1002 1	Shirt Prs CC	Aramark MC584 Shirt Press CC	199		
Details and St	tandards				
			197	No Work	0
			198	Machine Maintenace Time	0
			199	Cost Center Idle Time	0
			1	Press and Hang Executive Shirts	99
			2	Press and Hang Cotton Shirts	190
			3	Press and Hang Industrial Shirts	190

Click on *Cost Center Task List* in Reports to get this report.

Click on Details and Standards to get this screen.

<u>H</u>	ome	Standards Report Log Ou								
Back Standards Report										
Report Date: 8/18/2004 Date: 8/18/2004										
Cost	Center ID	Cost Center Dept ID		C	C Shor	t Name				
1000		1		Tunnel #1 CC						
Task	Short	Description	Prod	Prod	Stain	Mend	Team			
ID	Name	Description	Stnd	Meas	%	%	Qty			
197	NoWork	No Work	0	3	0	0	1			
198	Machine Maint	Machine Maintenace Time	0	3	0	0	1			
199	Idle Time	Cost Center Idle Time	0	3	0	0	1			
1	TunShirt	Hang Shirts - Tunnel	279	1	1	5	1			
2	TunPant	Hang Pants - Tunnel	286	1	1	5	1			
4	TunCover	Hang Coveralls - Tunnel	100	1	1	5	1			
3	TunCoats	Mixed Coats - Tunnel	250	1	1	5	1			
		Back								



# **Underachievers Report**

Select a minimum % and the other usual requirements.

<u>Home</u>	Underachievers Select	<u>Log Out</u>
Enter Min.	90	
Percentage For Date:	8/18/2004	
roi Dale.		
Select Shift	☑ 1st Shift	
	□ 2nd Shift	
	☑ Select All	
	➡ Home Cost Centers	
	🗖 Select All	
	🗹 (1000) Tunnel #1 CC	
	🗖 (1004) Gmt Fold CC	
Select Device	🗖 (1005) Bulk Fold CC	
	□ (1008) 1st Sort CC	
	□ (1013) Custodial CC	
	(1014) Soil Room CC	
	□ (1015) Washroom CC	
	□ (1016) Temp Employee CC	
	⇒ Employees	

<u>Home</u>	Employees Under 90 Percent	Log Out

Back	Employee	s Unde	er 90 F	Percent			
Report For: 8/18/2004 Shi	ift: 1st			Dat	e: 8/18/2004	4 11:27:04	I AM
Task	Cost Center	Cnt	Stnd	Start Date	Ern Hrs	Meas. Hrs	Eff.
Balisage, Bernadette (84	030)		Vi	iew Daily Op Repo	t		
(3) TunCoats	(1000) Tunnel #1 CC	137	250	8/18 07:27	0.55	0.82	67
(1) TunShirt	(1000) Tunnel #1 CC	105	279	8/18 09:47	0.38	0.45	84
(2) TunPant	(1000) Tunnel #1 CC	107	286	8/18 10:40	0.37	0.42	90
Balisage, Chelande (119	31)		Vi	iew Daily Op Repoi	t		
(1) Roll Mats	(1007) Mat Roll CC	31	143	8/18 06:08	0.22	0.35	62
(1) Roll Mats	(1007) Mat Roll CC	76	143	8/18 06:37	0.53	0.63	84
(1) Roll Mats	(1007) Mat Roll CC	42	143	8/18 07:15	0.29	0.38	77
(1) Roll Mats	(1007) Mat Roll CC	65	143	8/18 07:51	0.45	0.58	78
Brooks, Darla (71164)			Vi	iew Daily Op Repoi	t		
(6) Bath Twl	(1005) Bulk Fold CC	16	67.6	8/18 08:50	0.24	0.95	25
Casseus, Vida (91673)			Vi	iew Daily Op Repoi	t		
(1) TunShirt	(1001) Tunnel #2 CC	253	279	8/18 09:34	0.91	1.08	84
(2) TunPant	(1001) Tunnel #2 CC	116	286	8/18 10:39	0.41	0.70	58
Dooley, Ida (11911)			Vi	iew Daily Op Repo	t		
(1) Aprons	(1005) Bulk Fold CC	16	21.45	8/18 06:08	0.75	1.10	68
(6) Bath Twl	(1005) Bulk Fold CC	30	67.6	8/18 07:14	0.44	2.57	17



# Click on View Daily Op Report to look closer at an operator

<u>Back</u> Report Date: 8/18	R/2004 T	o 8/18/2004	Dail	y Operator	Perfo	rman	ce Sumr		Shift ate: 8/1	s 1 & 2 8/200/
CC	J/2004 T	CC Name	Task#	Task Name	#Occ	Stnd	Qty	Meas. Hrs	Ern Hrs	<u>ہوں۔</u> % Ef
Balisage, Berna	dette			<u>Time Clock</u> Work Hist		Softca	rd# 84030		Home ( 1000	C#
Productive Ta	sks			WORK THEE					1000	
	(1000)	Tunnel #1 CC	1	TunShirt	2	279	189	0.78	0.68	86.
	(1000)	Tunnel #1 CC	2	TunPant	3	286	454	1.73	1.59	91.
	(1000)	Tunnel #1 CC	3	TunCoats	4	250	373	1.75	1.49	85.
		Tunnel #1 CC	4	TunCover	3	100	39	0.30	0.39	130.
Productive ]			·		-		1,055	4.57	4.15	90.
Daywork Task	s									
Non-Productiv										
			197	NoWork	7		0	0.75		
				Idle Time			_	0.09		
				Mach Off				0.00		
			Non-P	rod Allowed				(0.00)		
Non-Product	tive Tim	e Total	1101111				0	0.84		
Time Allocatio				Non-Prod	Avail	Fam	Daywork			
	Jii Suiii	Clock Hr	e .	Allowed		Hrs	Hrs	Hrs	ц,	Allo
		5.4		(0.00)		4.15	0.00	4.15		76.6
				()						
	roduoti.	o Taeker						M Hrs	E Hrs	% E
Plant Total for P	rouucuv	le Tasks.						4.57	4.15	90.
Plant Total for P								4.57	4.15	90.
									4.15	90.
Plant Total for D	aywork	Tasks:						4.57 M Hrs 0.00	4.15	90.
Plant Total for D	aywork	Tasks:		Idle Time				4.57 M Hrs	4.15	90.
Plant Total for D	aywork	Tasks:		ldle Time Mach Off				4.57 M Hrs 0.00	4.15	90.
Plant Total for D	aywork	Tasks:	Non-F					4.57 M Hrs 0.00	4.15	90.
Plant Total for D	aywork	Tasks:	Non-F	Mach Off				4.57 M Hrs 0.00 0.09 0.00	4.15	90.
Plant Total for D Plant Total for N	aywork on-Prod	Tasks:	Non-F	Mach Off Prod Allowed Total	Avail	Em	Davwork	4.57 M Hrs 0.00 0.09 0.00 (0.00) 0.09	4.15	90.
Plant Total for D Plant Total for N	aywork on-Prod	Tasks: luctive Time:		Mach Off Prod Allowed Total Non-Prod		Ern Hrs	Daywork	4.57 M Hrs 0.00 0.09 0.00 (0.00) 0.09 Alloc.		
Plant Total for P Plant Total for D Plant Total for N Plant Time Alloc	aywork on-Prod	Tasks:	s	Mach Off Prod Allowed Total	Hrs	Ern Hrs 4.15	Daywork Hrs 0.00	4.57 M Hrs 0.00 0.09 0.00 (0.00) 0.09		90. Alloc



### **Check for Final Production**

This is a series of some checks to do at shift or day end to minimize errors on reports.

# Check for Final Production Offline PPS Device List Check Last Production Read Check Open Time Clock Records Current Operators



#### Click on Offline PPS Device List.

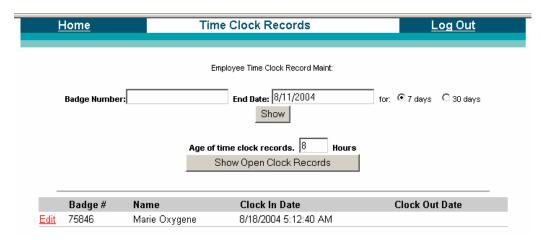
<u>Home</u>	Offline PPS Device	List	<u>Log Out</u>
Name Device (	ode Status	Last Poll Read	

#### Click on Last Production Read.

<u>Home</u>	Produc	tion Records	Log Out
		<b>C</b> ( )	
Name	Device Code	Status	Last Data Read Date
PPS #28-TO/Trolleys	1010	No Operator	8/18/2004 1:48:00 PM
PPS #27-GmtS2	1009	No Operator	8/18/2004 1:47:58 PM
PPS #5 - T1	5	Operating Normally	8/18/2004 1:47:56 PM
PPS #4 - T1	4	No Operator	8/18/2004 1:47:55 PM
PPS #3 - T1	3	Operating Normally	8/18/2004 1:47:53 PM
PPS #24-MatR2	1006	Operating Normally	8/18/2004 1:47:45 PM
PPS #23-MatR1	1005	Operating Normally	8/18/2004 1:47:35 PM
PPS #22-BFBag2	1004	Operating Normally	8/18/2004 1:47:33 PM
PPS #21-BFBag1	1003	No Operator	8/18/2004 1:47:32 PM
PPS #2 - T1	2	Operating Normally	8/18/2004 1:47:30 PM
PPS #19 - PP2	19	No Operator	8/18/2004 1:47:28 PM
PPS #18 - PP1	18	No Operator	8/18/2004 1:47:27 PM
PPS #17 - SP3	17	No Operator	8/18/2004 1:47:25 PM
PPS #16 - SP2	16	Operating Normally	8/18/2004 1:47:24 PM
PPS #15 - SP1	15	Operating Normally	8/18/2004 1:47:22 PM
PPS #14 - T2	14	Operating Normally	8/18/2004 1:47:21 PM
PPS #26-GmtS1	1008	No Operator	8/18/2004 1:47:05 PM
PPS #20-BFBelt	1002	No Operator	8/18/2004 1:47:03 PM
PPS #25-MscBGF	1007	No Operator	8/18/2004 1:47:00 PM
PPS #9 - T2	9	Operating Normally	8/18/2004 1:46:59 PM
PPS #13 - T2	13	Operating Normally	8/18/2004 1:46:57 PM
PPS #12 - T2	12	No Operator	8/18/2004 1:46:56 PM
PPS #8 - T2	8	No Operator	8/18/2004 1:46:40 PM
PPS #7 - T2	7	Operating Normally	8/18/2004 1:46:39 PM
PPS #6 - T1	6	Operating Normally	8/18/2004 1:46:36 PM
PPS #11 - T2	11	Operating Normally	8/18/2004 1:46:34 PM
PPS #10 - T2	10	No Operator	8/18/2004 1:46:33 PM
PPS #1 - T1	1	Operating Normally	8/18/2004 1:46:31 PM



Click on Check Open Time Clock Records.



Click on Show Open Time Clock Records.

<u>Home</u>	Time Clock Records	Log Out
	Employee Time Clock Record Maint:	
Badge Number:	End Date: 8/11/2004 for:	⊙ 7 days C 30 days
	Show	
	Age of time clock records. 8 Hours	
	Show Open Clock Records	
	Close Time Clock Records	
	This option can be used to force a close of time clock records.	
	It should be used with caution.	
Enter the	minimum age (age: is the time from an employee clock in time until Now	), measured
in h	ours) for the time clock records below. Valid values are greater then 8 h	nours.
	Age of Time Clock Records 12 Hours Submit	
	Action Completed. 0 records updated	



#### Enter an employee number to view clock records for that person.



#### Employee Name: Oxygene, Marie Badge Number: 75846

Action	Day	Date	Clock In (adjusted)	Clock Out (adjusted)	Hrs
Edit, View Work History	Tue	8/10/2004	5:04:59 AM	2:39:45 PM	9.6
Edit, View Work History	Wed	8/11/2004	5:08:27 AM	2:38:14 PM	9.5
Edit, View Work History	Thu	8/12/2004	5:12:44 AM	2:01:52 AM	20.8
Edit, View Work History	Fri	8/13/2004	5:02:03 AM	2:38:22 PM	9.6
Edit, View Work History	Mon	8/16/2004	5:13:49 AM	3:37:06 PM	10.4
Edit, <u>View Work History</u>	Tue	8/17/2004	4:55:56 AM	2:36:20 PM	9.7
add:					

# Click on Current Operators to see the following.

<u>Home</u>		Current	: Operators	Log Out
Badge	Name	Status Time	Device	Task
11905	Francis Hall	1:54:45 PM	(1002) PPS #20-BFBelt	(1) Aprons
11911	lda Dooley	1:54:45 PM	(1002) PPS #20-BFBelt	(1) Aprons
11948	Pearl Orrick	1:54:59 PM	(7) PPS #7 - T2	(1) TunShirt
11968	Tracy Perez	1:55:25 PM	(1010) PPS #28-TO/Trolleys	(2) TO/Trolley 2 Op
11981	Chelande Balisage	1:54:45 PM	(1005) PPS #23-MatR1	(1) Roll Mats
22221	#1 Temp	1:54:52 PM	(1) PPS #1 - T1	(1) TunShirt
22222	#2 Temp	1:54:45 PM	(2) PPS #2 - T1	(1) TunShirt
71164	Darla Brooks	1:54:45 PM	(1002) PPS #20-BFBelt	(1) Aprons
72971	Cindy Pugh	1:55:21 PM	(5) PPS #5 - T1	(1) TunShirt
75846	Marie Oxygene	1:54:45 PM	(16) PPS #16 - SP2	(2) PrsCotShirt
77470	Teresa Adams	1:54:45 PM	(1008) PPS #26-GmtS1	(1) 1st Sort 1 Op
77980	Carol Smith	1:54:59 PM	(6) PPS #6 - T1	(1) TunShirt
84030	Bernadette Balisage	1:55:21 PM	(3) PPS #3 - T1	(1) TunShirt
84036	Marie Janvier	1:54:44 PM	(14) PPS #14 - T2	(1) TunShirt
89494	Theresa Coles	1:55:25 PM	(1010) PPS #28-TO/Trolleys	(2) TO/Trolley 2 Op
90050	Loretta Tiller	1:54:45 PM	(1002) PPS #20-BFBelt	(1) Aprons
91673	Vida Casseus	1:54:52 PM	(11) PPS #11 - T2	(1) TunShirt
92016	Ann Freeman	1:55:32 PM	(13) PPS #13 - T2	(1) TunShirt
92380	Isaiah O'Neal	1:55:21 PM	(1006) PPS #24-MatR2	(1) Roll Mats
92740	Perrianne Wright	1:54:44 PM	(1004) PPS #22-BFBag2	(13) Bag BarT
92838	Rosiane Saintil	1:54:44 PM	(9) PPS #9 - T2	(3) TunCoats
93383	Carole St. Juste	1:54:44 PM	(15) PPS #15 - SP1	(1) PrsExShirt
93415	Kara Thompson	1:55:25 PM	(1009) PPS #27-GmtS2	(1) 2nd Sort 1 Op



# **CHAPTER 12 – PPS Administrative Functions**

<u>Home</u>	Administrator	<u>Log Out</u>
Reports	Daily Plant Production Summary Management Report for Labor Daily Operator Performance Summary Cost Center Summary: By Item Cost Center Summary: By Device Ironer Audit Report Pieces & Pounds Report Quality Process Summary Cost Center Week Summary Daywork Summary Report View List Of Employees Cost Center Task List Underachievers Report Check for Final Production Offline PPS Device List Check Last Production Read Check Open Time Clock Records Current Operators	
Admin	User Administration Budgeted, Non Productive Time Setup Message Center Setup Text Message Setup Work History Adjustments Time Card Adjustments Manual Entry of Measure Tasks	
Diag	<u>View Garment Scans</u> <u>View PPS Device Records</u> <u>View No Operator Counts</u> <u>Production Summary - Test Report</u> <u>Message Center Select</u> <u>PPS Com Check</u>	



# User Administration

Click on User Administration Home User Admin Log Out ID First Name Last Name Login Password User Type Add a new record. Click on Add a new Record. **User Admin Edit** Log Out Home ID new First Name sod Last Name farmer Login sod Password farm User Type plant Action Update 💌 Reset Update Click on Add a new Record. User Admin Update Log Out Home New user was added! Click here to return to admin page. <u>Home</u> User Admin Log Out First Name Last Name Login Password User Type ID 1003 sod farmer sod farm plant Add a new record.



# **Unproductive Budget Setting**

<u>Home</u>		Empl	oyee Non-P	roductive Budget	<u>Log Out</u>
	product	ive or id	le time for an	er the time allowance of non- employee. This time is based loyee works during a shift.	d on
		Work Hour	Range	Refresh	
	From: (Greater TI or Equal T		To: (Less Then)	Non-Productive Time Allowance	
	0.0 hours		4.0 hours	0 minutes Remove Record	
	4.0 hours			0 minutes	
				minutes	
[			Update Ti	me Clock Records.	
	Buget setting	js above e		to the non-Productive ate for the time clock tton	

Message Center Editing Click on Message Center Administration

	<u>Home</u>			Message Center Admin					Log Out		
ID 1_	Lines 10	Size 52	Length 8	Task Length 11	Rate 10		Show Mends CC and Stains ID				
<u>2</u> <u>3</u>	10 10	52 52	8	11	10 10			ew record.			

# Double click on the *ID column* of the message center setup to view/change.

<u>Home</u>	Message Center Edit	<u>Log Out</u>
ID	1	
Number of Lines	10	
Font Size	52	
Last Name Size	8	
Task Name Size	11	(
Refresh Rate	10	
CC_Station	<ul> <li>Not CC_station (default)</li> <li>CC_Station</li> </ul>	
Show Mends and Stains	<ul> <li>Show Mends and Stains (default)</li> <li>Do Not Show Mends and Stains</li> </ul>	
Cost Center ID		
Display Window		23
Mac Address	00 - 80 - 64 - 34 - BE - 9D	
Action	Update 💌	
Reset	Update	



	Show Inf	omation from PPS Devices Selected Below:	
Sel	Name	Description	IP Address
~	PPS #1 - T1	Hangering Station #1 - Tunnel 1	192.168.0.1
	PPS #10 - T2	Hangering Station #10 - Tunnel #2	192.168.0.10
	PPS #11 - T2	Hangering Station #11 - Tunnel #2	192.168.0.11
	PPS #12 - T2	Hangering Station #12 - Tunnel #2	192.168.0.12
	PPS #13 - T2	Hangering Station #13 - Tunnel #2	192.168.0.13
	PPS #14 - T2	Hangering Station #14 - Tunnel #2	192.168.0.14
	PPS #15 - SP1	Shirt Press #1	192.168.0.15
	PPS #16 - SP2	Shirt Press #2	192.168.0.16
	PPS #17 - SP3	Shirt Press #3	192.168.0.17
	PPS #18 - PP1	Pants Press #1	192.168.0.18
	PPS #19 - PP2	Pants Press #2	192.168.0.19
~	PPS #2 - T1	Hangering Station #2 - Tunnel #1	192.168.0.2
	PPS #20-BFBelt	Bulk Fold Box At End of Belt	192.168.0.20
	PPS #21-BFBag1	Bulk Fold Bagging Station #1 (at fold station #6)	)192.168.0.21
	PPS #22-BFBag2	Bulk Fold Bagging Station #2 (stand alone station)	192.168.0.22
	PPS #23-MatR1	Bulk Fold Mat Roller #1	192.168.0.23
	PPS #24-MatR2	Bulk Fold Mat Roller #2	192.168.0.24
	PPS #25-MscBGF	Miscellaneous Bulk/Garment Folding Tasks	192.168.0.25
	PPS #26-GmtS1	Primary Garment Sorter	192.168.0.26
	PPS #27-GmtS2	Secondary Garment Sort/Tie Out/Load Trolleys	192.168.0.27
	PPS #28- TO/Trolleys	Bar Coding/Quality Control	192.168.0.28
~	PPS #3 - T1	Hangering Station #3 - Tunnel #1	192.168.0.3
~	PPS #4 - T1	Hangering Station #4 - Tunnel #1	192.168.0.4
$\checkmark$	PPS #5 - T1	Hangering Station #5 - Tunnel #1	192.168.0.5
$\checkmark$	PPS #6 - T1	Hangering Station #6 - Tunnel #1	192.168.0.6
	PPS #7 - T2	Hangering Station #7 - Tunnel #2	192.168.0.7
	PPS #8 - T2	Hangering Station #8 - Tunnel #2	192.168.0.8
	PPS #9 - T2	Hangering Station #9 - Tunnel #2	192.168.0.9
	PPS Time Clock	PPS Time Clock	

Make any changes desired and then hit the Update button.

Click on Add a new record to add a message center.

	<u>Ho</u>	ome		Message Center Admin				<u>Log Out</u>		
D			L Name Length		Refresh Rate		Show Mends CC and Stains ID			
2	10 10	52 52	8	11 11	10 10					
<u>}</u>	10	52	8	11	10		Add a ne	w record.		



<u>Home</u>	Message Cente	r Edit	Log Out
ID			
Number of Lines		Default is <b>5</b>	
Font Size		Default is <b>70</b>	
Last Name Size		Default is <b>6</b>	
Task Name Size		Default is <b>8</b>	
Refresh Rate		Default is <b>10</b>	(
CC_Station	<ul> <li>Not a CC_Station</li> <li>CC_Station</li> </ul>	Default is Not a CC_Station	
Show Mends and Stains	<ul> <li>Show Mends and Stains</li> <li>Do Not Show Mends and Stains</li> </ul>	Default is <b>Show Mends and</b> <b>Stains</b>	
Cost Center ID		Default is <b>Blank</b>	
Display Window		Default is <b>Blank</b>	
Reset	Insert Message Center		

**Text Message Setup** To set up messages that will be displayed on the message centers in addition to the production information, click on Text message setup

<u>Home</u>	Mess	<u>Log Out</u>		
Use this page to	o create a text mess	age for the message c	enters	
Action Add a New Message.	Start Date	Stop Date	Message	

# Next click on add a new message.

<u>Home</u>	Message Edit	<u>Log Out</u>
ID	new	
Start Date	8/18/2004	
End Date	8/19/2004	
Display Interval	Ouring Production O When No Operators	
Display on Message Center	All	
Message Text	×	
Back	Submit	



# **Work History Adjustments**

See Daily Operator Performance report for a description of this item.



Click on show.

<u>Home</u>	Employee Work History	Log Out
Badge Number: 92016	Employee Work Record Maint: Begin Date: 8/17/2004 Show	for:  ⓒ 1 day  C 7 days

Employee Name: Freeman, Ann

nn Badge Number: 92016

Action	Device	Day	Date	Start	Stop	Work Task	Mach Off (secs/hrs)	Ern Hrs	Meas His	Task Hrs
<u>edit</u>	<u>13</u>	Tue	8/17	7:56:12 AM	10:19:57 AM	(3) TunCoats	0 / 0.00	3.00	2.38	2.4
<u>edit</u>	<u>13</u>	Tue	8/17	10:19:57 AM	10:22:19 AM	(4) TunCover	0 / 0.00	0.07	0.05	0.1
<u>edit</u>	<u>13</u>	Tue	8/17	10:22:19 AM	10:30:21 AM	(3) TunCoats	0 / 0.00	0.05	0.13	0.1
<u>edit</u>	<u>13</u>	Tue	8/17	10:30:21 AM	10:46:53 AM	(1) TunShirt	0 / 0.00	0.26	0.27	0.3
<u>edit</u>	<u>13</u>	Tue	8/17	10:46:52 AM	10:50:51 AM	(4) TunCover	0 / 0.00	0.16	0.07	0.1
<u>edit</u>	<u>13</u>	Tue	8/17	10:50:51 AM	12:22:02 PM	(1) TunShirt	0 / 0.00	0.97	1.53	1.5
<u>edit</u>	<u>13</u>	Tue	8/17	12:22:02 PM	12:55:43 PM	(2) TunPant	0 / 0.00	0.57	0.55	0.6
<u>edit</u>	<u>13</u>	Tue	8/17	12:55:42 PM	12:58:14 PM	(4) TunCover	0 / 0.00	0.09	0.05	0.1
<u>edit</u>	<u>13</u>	Tue	8/17	12:58:14 PM	1:27:53 PM	(1) TunShirt	0 / 0.00	0.47	0.48	0.5
<u>edit</u>	<u>13</u>	Tue	8/17	1:27:53 PM	1:40:07 PM	(3) TunCoats	0 / 0.00	0.02	0.22	0.2
<u>edit</u>	<u>13</u>	Tue	8/17	1:40:07 PM	1:40:08 PM	(2) TunPant	0 / 0.00	0.00	0.00	0.0
<u>edit</u>	<u>13</u>	Tue	8/17	1:40:08 PM	1:55:29 PM	(3) TunCoats	0 / 0.00	0.16	0.25	0.3
<u>edit</u>	<u>13</u>	Tue	8/17	1:55:29 PM	1:55:30 PM	(2) TunPant	0 / 0.00	0.00	0.00	0.0
<u>edit</u>	<u>13</u>	Tue	8/17	1:55:30 PM	2:13:50 PM	(3) TunCoats	0 / 0.00	0.34	0.30	0.3
<u>edit</u>	<u>13</u>	Tue	8/17	2:13:50 PM	2:38:24 PM	(2) TunPant	0 / 0.00	0.37	0.42	0.4
							0 / 0.00	6.53	6.7	6.9

Click on edit by a record.

**PPS** 

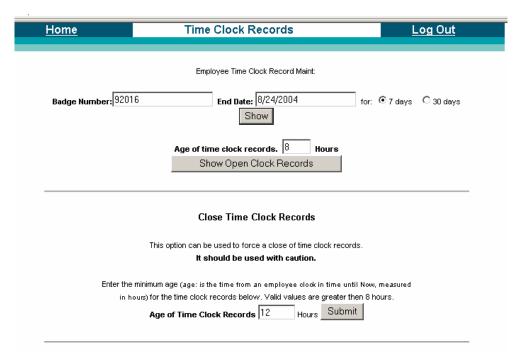


ome	Work History	/ Update	<u>Log Out</u>
	<b>Employee Name: Freeman,</b> Click <u>here t</u> o return to	Ann Badge Number: 92016 work history maintenance	
Field		Value	
ld		66194	
Employe	e ID / Department / Customer ID	92016 / 1	
Custome	r ID	0	
Task		(3) TunCoats	
Task Hou	ırs	2.4	
Start time		8/17/2004 mm/dd/yyyy	
Start time	;	7:56:12 AM hh:mm am/pm	
		8/17/2004 mm/dd/yyyy	
Stop Tim	e	10:19:57 AM hh:mm am/pm	
		749	
Total Cou	Int	Production Std: 250	
		Earned Hours 3.00	
Machine	Off Time	0 seconds	
Delete R	ecord	Save	

Save or delete the record.

### **Time Clock Adjustments**

See Daily Operator Performance report for a description of this item.



Enter an employee number and date(s). Click show.





#### Employee Name: Freeman, Ann Badge Number: 92016

Action	Day	Date	Clock In (adjusted)	Clock Out (adjusted)	Hrs
Edit, View Work History	Tue	8/17/2004	7:56:09 AM	2:38:24 PM	6.7
Edit, View Work History	Wed	8/18/2004	6:05:58 AM		
add:					





## **CHAPTER 13 – PPS Diagnostic and Message Center Functions**

<u>Home</u>	Administrator	Log Out
Reports	Daily Plant Production Summary Management Report for Labor Daily Operator Performance Summary Cost Center Summary: By Item Cost Center Summary: By Device Ironer Audit Report Pieces & Pounds Report Quality Process Summary Cost Center Week Summary Daywork Summary Report View List Of Employees Cost Center Task List Underachievers Report	
	Check Last Production Read Check Open Time Clock Records Current Operators	3
Admin	Budgeted, Non Productive Time Setup Message Center Setup Text Message Setup Work History Adjustments Time Card Adjustments	
	Manual Entry of Measure Tasks	
Diag	<u>View Garment Scans</u> <u>View PPS Device Records</u> <u>View No Operator Counts</u> <u>Production Summary - Test Report</u> <u>Message Center Select</u> <u>PPS Com Check</u>	



# View Garment Scans – If Scanner is in use

Enter the information required and hit the SHOW button.

<u>Home</u>	Scanner Histo	ory	Log Out			
Scanner History Device Code all Begin Date: 8/18/2004 for: O 1 day O 7 days Show						
(code) <u>Device Name</u>	Garment ID	Scan Date	Time			
(11) PPS #11 - T2	3199271725	8/18/2004	6:19:25 AM			
(11) PPS #11 - T2	3103246580	8/18/2004	6:21:36 AM			
(11) PPS #11 - T2	3195078410	8/18/2004	6:34:56 AM			
(11) PPS #11 - T2	3199107994	8/18/2004	6:41:39 AM			
(5) PPS #5 - T1	3103199466	8/18/2004	6:47:54 AM			
(5) PPS #5 - T1	3195072876	8/18/2004	6:50:10 AM			
(11) PPS #11 - T2	7004328208	8/18/2004	6:58:38 AM			
(11) PPS #11 - T2	7000757866	8/18/2004	7:00:54 AM			
(3) PPS #3 - T1	7005308384	8/18/2004	8:43:35 AM			
(11) PPS #11 - T2	3199183448	8/18/2004	8:56:35 AM			
(3) PPS #3 - T1	3190826658	8/18/2004	8:56:39 AM			
(5) PPS #5 - T1	3198750993	8/18/2004	8:56:41 AM			
(3) PPS #3 - T1	3199231590	8/18/2004	9:03:17 AM			
(5) PPS #5 - T1	3103592267	8/18/2004	9:09:45 AM			
(11) PPS #11 - T2	3190828454	8/18/2004	9:12:00 AM			



# **View PPS Device Records**

Pick The desired device/devices

<u>Home</u>	PPS Device	History		<u>Log Out</u>	
Select Date:	8/18/2004				
	Name	IP Addr.	Dev. Code		
	⊙ PPS #1 - T1	192.168.0.1	1		
	OPPS#10-T2	192.168.0.10	10		
	OPPS#11-T2	192.168.0.11	11		
	OPPS#12-T2	192.168.0.12	12		
	OPPS#13-T2	192.168.0.13	13		
	OPPS#14 - T2	192.168.0.14	14		
	OPPS #15 - SP1	192.168.0.15	15		
	© PPS #16 - SP2	192.168.0.16	16		
	© PPS #17 - SP3	192.168.0.17	17		
	OPPS#18-PP1	192.168.0.18	18		
	OPPS#19-PP2	192.168.0.19	19		
	OPPS#2-T1	192.168.0.2	2		
	OPPS #20-BFBelt	192.168.0.20	1002		
Select Device:	OPPS #21-BFBag1	192.168.0.21	1003		
	OPPS #22-BFBag2	192.168.0.22	1004		
	OPPS #23-MatR1	192.168.0.23	1005		

<u>Home</u>	Device History	Log Out
Select: Device (1) P	PS #1 - T1 🔽 or Card ID.	for Date: 8/18/2004 View

Back					(	(1) PPS #1 - T1	192.168.0.1					
Repor	t Date: 8	3/18 <b>/2004</b>	ļ							Da	ate: 8/′	18/2004
Reg Addr	Time	Card ID.	Cust	Task	On/Off	Mach off/Maint	Bonus/No Work	Tot Cnt.	Key Cnt.	Event ID.	Internal	Cat1/Cat2
Key Addi	Time	caluit.	Cust	Task	Time	Time	Time	TOL CIIL	Key Citt.	Eventib.	ID	Counts
936102	14:17: <del>5</del> 9	22221	0	1	253 / 107	0/0	125/0	30	1	0	01	0/0
934902	14:11:59	22221	0	197	0/0	0/0	0/320	3	1	19	01	0/0
933702	14:06:38	22221	0	197	0/0	0/0	0/360	0	1	0	01	0/0
932502	14:00:38	22221	0	1	77 / 142	0/0	0/0	6	1	19	01	0/0
931302	13:56:58	22221	0	1	189/171	0/0	0/0	14	1	0	01	0/0
930102	13:50:58	22221	0	1	185/175	0/0	0/0	15	1	0	01	0/0
928902	13:44:58	22221	0	1	116/244	0/0	0/0	9	1	0	01	0/0
927702	13:38:58	22221	0	1	0/360	0/0	0/0	0	1	0	01	0/0
926502	13:32:58	22221	0	1	56/304	0/0	0/0	4	1	0	01	0/0
925302	13:26:58	22221	0	1	163 / 197	0/0	0/0	13	1	0	01	0/0
924102	13:20:58	22221	0	1	187 / 173	0/0	0/0	14	1	0	01	0/0
922902	13:14:58	22221	0	1	161/199	0/0	0/0	13	1	0	01	0/0
921702	13:08:58	22221	0	1	155/205	0/0	0/0	12	1	0	01	0/0
920502	13:02:58	22221	0	4	137/88	0/0	26/0	4	1	19	01	0/0
919302	12:59:14	22221	0	4	214 / 146	0/0	0/0	6	1	0	01	0/0
	10 50 10	00004	0	4	0047456	0.7.0	0.7.0	0	4	0	04	0.7.0



**View No Operator Counts** Counts by automatic collection devices while no operator card(s) were in the devices.

	<u>Hom</u>	<u>1e</u>		No O	perat	or Cou	nts	Log	<u>Out</u>	
		Sele	<b>ct:</b> Device All Where T	otal Cou	int (Tol		▼ for Date: <mark>8/18/2004</mark> Greater Then: 1	View		
Back Repo	rt Date: 8	18/2004							Date: 8/	18/2004
Device	Reg Addr	Time	Card ID.	Cust	Task	On/Off Time	Mach off/Maint Time	Bonus/No Work Time	Tot Cnt.	Event ID.
<mark>(19)</mark> PF	PS #19 - PP				-				-	
	595600	05:51:31	0	0	2	0/0	0/0	0/0	2	20
<u>(1006)</u>	PPS #24-M		00000	~	4	~ / ~	100.10		~	
(4000)	702103	07:54:22	92380	0	1	0/0	168/0	0/0	6	20
<u>(1008)</u>	542501	mtS1 12:22:03	0	0	0	0/0	0/0	0/0	195	20
	541301	12:22:03	0	0	0	0/0	0/0	0/0	237	20
	540101	12:10:03	0	0	0	0/0	0/0	0/0	181	20
	538901	12:04:03	0	0	0	0/0	0/0	0/0	137	20
	537701	11:58:03	0	Ō	ŏ	0/0	0/0	0/0	39	20
	536501	11:52:03	0	Ŏ	ŏ	0/0	0/0	0/0	416	20
	535301	11:46:03	ŏ	Ŏ	Õ	0/0	0/0	0/0	373	20
	534101	11:40:03	ŏ	ŏ	Ő	0/0	0/0	0/0	6	20
	532901	11:10:20	0	Ő	Ő	0/0	0/0	0/0	208	20
	531701	11:04:20	0	0	0	0/0	0/0	0/0	168	20
	530501	10:58:20	0	0	0	0/0	0/0	0/0	295	20
	529301	10:52:20	0	0	0	0/0	0/0	0/0	171	20
	528101	10:46:20	0	0	0	0/0	0/0	0/0	135	20
	526901	10:40:20	0	0	0	0/0	0/0	0/0	261	20
	525701	10:34:20	0	0	0	0/0	0/0	0/0	256	20
	524501	10:28:20	0	0	0	0/0	0/0	0/0	197	20
	523301	10:22:20	0	0	0	0/0	0/0	0/0	295	20
	522101	10:16:20	0	0	0	0/0	0/0	0/0	253	20
	520901	10:10:20	0	0	0	0/0	0/0	0/0	282	20
	519701	10:04:20	0	0	0	0/0	0/0	0/0	174	20



## **Production Summary Test Report**

This is an Ad Hoc report that can be defined by the user as required.

<u>Home</u>		Production Summary	Log Out		
Options		Create Report			
Select Report Som	e Report 💌	From: 7/19/2004 To: 8/	/18/2004 Show		
		Create a Production Report			
Subtotal Report by:	ODay OWeek OM	onth 💿 None			
Group by:					
All– First Shift Second Shift	PPS Device All- PPS #1 - T1 PPS #10 - T2 PPS #11 - T2 PPS #12 - T2	Customer Cost Ce -All- Aramark fran Unassigned Cost Ce -All- 1st Sort C 2nd Sort Bulk Fold Bulk Ship	CC ALL MATS CC ALL MOPS BULK FOLD ITEMS		
Select Summary Fi LBS Piece Counts PPS Device Cou Mend Counts Stain Counts		The current settings can be be saved and used at a later time. To save the settings enter a name for the report and then press <i>Save Settings</i> Name: OPrivate Save Settings			

Select item(s) desired.

<u>Home</u>		Production Summary	Log Out
<b>Options</b> Select Report Som	e Report 💌	Create Report From: 7/19/2004 To: 8/1	8/2004 Show
		Create a Production Report	
	: ODay OVVeek ON	Ionth ONone	
Group by:			
<mark>✓ Shift</mark> -AII- First Shift Second Shift	✓ PPS Device     →All-     PPS #1 - T1     PPS #10 - T2     PPS #11 - T2     PPS #12 - T2	Customer Cost Cent -All- Aramark fran Unassigned Unassigned Unassigned	C FOLDED GARMENTS  GARMENT SORT MISC ITEMS CC PRESS GARMENTS
Select Summary Fi LBS Piece Counts PPS Device Cou Mend Counts Stain Counts		To save the settings ente	n be be saved and used at a later time. er a name for the report and then press Save Settings Public Oprivate Save Settings



# Hit Show.

<u>Home</u>	Production Summary	<u>Log Out</u>
Options	Create Report	
Select Report Some Report 💌	From: 7/19/2004 To: 8/18/2004	Show

#### Production Summary Report

Summary Information for: Shift Code, Device Name

	Summary information for: Shift Code, De		
Shift Code	Device Name	Piece Count	
Data for: 7/19/2004 to: 7/25/200	4		
1st	(1) PPS #1 - T1	5	,835
	Sub Total: 1st	5	,835
Date Total (7/19/2004 to: 7/25/2004)			
Data for: 7/26/2004 to: 8/1/2004			
1st	(1) PPS #1 - T1	4	,420
	Sub Total: 1st	4	,420
Date Total (7/26/2004 to: 8/1/20	04)	4	,420
Data for: 8/2/2004 to: 8/8/2004			
1st	(1) PPS #1 - T1	5	,094
	Sub Total: 1st	5	,094
Date Total (8/2/2004 to: 8/8/2004)			
Data for: 8/9/2004 to: 8/15/2004			
1st	(1) PPS #1 - T1	5	,784
	Sub Total: 1st	5	,784
Date Total (8/9/2004 to: 8/15/20	04)	5	,784
Data for: 8/16/2004 to: 8/18/200	4		
1st	(1) PPS #1 - T1	2	,271
	Sub Total: 1st	2	,271
Date Total (8/16/2004 to: 8/18/2	004)	2	,271
Report Total		23	,404



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## Message Center Select – View Message Centers on the screen

Pick the message center you wish to see on the screen by clicking on it.

Home	Message Center Diag	<u>Lo</u>	og Out
	<u>Message Center 01</u> <u>Message Center 02</u> <u>Message Center 03</u>		
Message Center Display - Microsoft Internet Explorer			_8×
	avorites 🜒 Media 🧭 🔗 - 嫨 👿 - 📒 🦓		A.
inks 🤠 Customize Links 👩 Free Hotmail 🗔 RealPlayer 🧃	Windows 🧃 Windows Media		
Eile Edit View Favorites Tools Help			
uddress 🗃 http://127.0.0.1/ppsreports/message_center_display	asp?id=01		🗾 🔁 Go
	Message Center	= 1	*
Operator	T Mend%	T Stain%	T Eff%

0

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A message center may have as many as 10 lines – names so you may have to scroll down to see all the operators assigned to 1 message center.



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# Temp # Temp

**B** Balisage



# **PPS Communications Check**

ŀ	<u>łome</u>	PPS Com Check			Log Out
Code	Name		Active	IPAddr	
1	PPS #1 - T1	7/8/2004 9:17:27 PM		<u>192.168.0.1</u>	
10	PPS #10 - T2	7/8/2004 9:15:51 PM		<u>192.168.0.10</u>	
1001	PPS Time Clock	8/20/2003 4:36:22 PM			
1002	PPS #20-BFBelt	7/8/2004 10:06:43 PM	Yes	<u>192.168.0.20</u>	
1003	PPS #21-BFBag1	7/13/2004 11:45:35 AM	Yes	<u>192.168.0.21</u>	
1004	PPS #22-BFBag2	7/13/2004 11:45:36 AM	Yes	<u>192.168.0.22</u>	
1005	PPS #23-MatR1	7/8/2004 7:56:19 PM	Yes	<u>192.168.0.23</u>	
1006	PPS #24-MatR2	7/8/2004 7:56:34 PM	Yes	<u>192.168.0.24</u>	
1007	PPS #25-MscBGF	7/13/2004 11:44:28 AM	Yes	192.168.0.25	
1008	PPS #26-GmtS1	7/28/2004 2:07:59 PM	Yes	192.168.0.26	
1009	PPS #27-GmtS2	7/28/2004 2:13:45 PM	Yes	192.168.0.27	ALC: NO
1010	PPS #28-TO/Trolleys	7/28/2004 2:08:54 PM	Yes	192.168.0.28	( Decher Ba
11	PPS #11 - T2	7/8/2004 9:21:04 PM	Yes	192.168.0.11	
12	PPS #12 - T2	7/8/2004 9:22:45 PM	Yes	192.168.0.12	
13	PPS #13 - T2	7/8/2004 9:24:42 PM	Yes	192.168.0.13	23
14	PPS #14 - T2	7/8/2004 9:26:17 PM	Yes	192.168.0.14	
15	PPS #15 - SP1	7/8/2004 9:29:52 PM	Yes	192.168.0.15	
16	PPS #16 - SP2	7/8/2004 9:31:38 PM	Yes	192.168.0.16	
17	PPS #17 - SP3	7/8/2004 9:33:14 PM	Yes	192.168.0.17	
18	PPS #18 - PP1	7/8/2004 9:34:53 PM	Yes	192.168.0.18	
19	PPS #19 - PP2	7/8/2004 9:36:38 PM	Yes	192.168.0.19	
2	PPS #2 - T1	7/8/2004 9:19:14 PM	Yes	192.168.0.2	
3	PPS #3 - T1	7/8/2004 8:51:51 PM	Yes	192.168.0.3	
4	PPS #4 - T1	7/8/2004 8:53:50 PM	Yes	192.168.0.4	
5	PPS #5 - T1	7/8/2004 8:55:40 PM		192.168.0.5	
6	PPS #6 - T1	7/8/2004 8:57:11 PM		192.168.0.6	
7	PPS #7 - T2	7/8/2004 8:58:52 PM		192.168.0.7	
8	PPS #8 - T2	7/8/2004 9:11:51 PM		192.168.0.8	
9	PPS #9 - T2	7/8/2004 9:13:52 PM		192.168.0.9	
	Click Here to go to the I	Bridges and Access Poin		age.	

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## **CHAPTER 14 - PPS Trouble Shooting and General Operations**

#### Error and Other Screen Messages

- 1. Most error messages can be resolved by resetting the PPS device. To reset the device, simply power the device down. Wait five (5) seconds and power the device back up. After powering up the PPS device, pressing the [Yes], [CLR], and the [ENT] keys simultaneously will reset the device.
- 2. To stop or start the screen on the PPS device from changing screens, Press the [No] and the [Yes] keys simultaneously.
- 3. If a "Pointer Error" appears on the LCD screen, pressing the [ENT] and [1] keys simultaneously will reset the error.
- 4. If there is a loss of your vocabularies on the PPS device, reset the device as described above. If the vocabularies are still lost, the PPS box may have a battery inside the box that must be replaced.
- 5. "Data Record Buffer Overflow" message or you cannot select a customer or task the [ENT] key does not function. Power off and on the PPS box. If this has no result power the box off and on again. As the box boots hit the NO key. It will display a POWER INTERRUPTED message. Hit the ENTER AND 5 keys at the same time. Then hit the YES key. Power off and on the box again. If this does not work the PPS box may have a battery inside the box that must be replaced.
- 6. "No IP Address" appears on the screen.
  - a. Check the network cable connections at the box and at the other end of the cable at the switch follow cable to its termination.
  - b. Check the wiring hub that the communications wire from the device goes to and determine at the hub that the network cable is plugged into the hub correctly and that the hub's power supply has not been unplugged.
  - c. If a loose connection is found follow the procedure below to find if the IP address is now present:
    - 1) Press the UP ARROW and the DOWN ARROWS at the same time.
    - 2) Press the DOWN ARROW twice until a screen says IP Config on the third line of the display.
    - 3) If the last 3 digits on the line are not zero i.e. 154, etc. , the PPS box should now be functional.

*Note: This IP address correction is only for a cable problem. If a box has been moved the complete setup procedure must be done which is found in the PPS MONITOR documentation in the software documentation section of this manual.* 

- To change the screen language English or Spanish. Press the leftmost key on the bottom of the PPS box. The employee SoftCard when inserted into the PPS box selects the language but this key overrides this selection. To change back, press the same key again.
- 8. "Power Interrupted = Press [YES] to Continue" First try pressing the YES button. If the YES button does nothing, hit the [YES], [CLEAR] and [ENT] buttons at the same time or turn off the power to the PPS box and turn it back on.
- 9. To reset the total counters on a PPS box at day/shift end hit [ENT] and [CLEAR] simultaneously.



## **MESSAGE CENTERS**

If a message center displays an error on the screen, do the following steps:

- 1. Turn off the small WYSE switch next to the screen by pressing the button on one end of the top of the device.
- 2. When "NO SIGNAL" in a yellow box appears on the screen depress the same button to switch the WYSE switch back on.
- 3. Wait a few minutes and the message center should operate normally.
- 4. If the message center continues to go off with error messages contact SOFTROL.

## GENERAL PPS COMPUTER OPERATIONS and ERROR MESSAGES OF THE MONITOR PROGRAM

## 1. STARTING THE PPS PROGRAM

- a. From an empty desktop, double click on the "PPS Monitor" icon.
- b. A screen will appear that asks for a user ID and a password, then hit the OK button.
- c. The next screen is the PPS Login screen. From here you can enter new employees, make employee cards and print reports.
- d. By clicking on the Monitor button on the PPS Login screen you start the program that collects the data from the production floor PPS devices.
- e. When the monitor screen comes up and finishes checking for available devices click the START button to start the data collection process.
- f. Be sure you only minimize and not close the monitor program when going back to the PPS Login screen to make cards or print reports.

## 2. THE MONITOR PROGRAM and ERROR CHECKING

- a. The PPS DEVICES tab
  - 1) The STATUS COLUMN is the most important.
  - "INACTIVE" the device is not enabled in the system highlight the device with the mouse and right click, then click on the PROPERTIES box and click the ACTIVE box to enable the device. Click the OK box to return to the monitor screen.
  - "OFFLINE/COMMUNICATIONS ERROR" the device is not communicating with the monitor program.
    - a) Click on the ERROR LOG tab you should see "Device Communication Error" beside the device in question.
    - b) One of the most common reasons for this error is that the power to the PPS device is off either because of the machine being powered off at the breaker or by accidental unplugging of the device.
    - c) The other reason for this error is that the communications (network) cable is partially or completely unplugged either at the PPS device or the network hub for that device or the power to the network hub is off (if several adjoining devices all show the same error).
    - d) Once power or the network connections have been restored the PPS monitor program will reconnect to the device as it polls all offline devices every 10 minutes.
    - e) To verify the device is online stop the monitor program by clicking on the STOP button, then click on the CHECK ONLINE STATUS button. The monitor program should detect the device and the status should change. Restart the monitor program by clicking on the START tab.



- 4) "UNKNOWN/COMMUNICATIONS ERROR" the PPS box is capable of communicating with the PPS monitor program but it has an internal error as indicated on the PPS device screen.
  - a) This error message normally indicates a course of action see Section I. GENERAL PPS DEVICE OPERATIONS and SCREEN ERROR MESSAGES ON THE PPS BOX.
  - b) To view the PPS box screen from the computer right click on the device from the monitor screen, click on PROPERTIES, click on the DISPLAY tab of the PPS device and click on the REFRESH button. The current PPS device screen message will appear as it appears on the device itself.
- 5) "CHANGE CUSTOMER" or "CHANGE TASK" the device is waiting on input from the operator. If this message stays on more than a minute or so the operator has not completed the data entry mode has not hit enter after selecting a customer or task. Counts if any are incorrect and possibly of another item than what is being processed.
- 6) "OPERATING NORMALLY" or "NO OPERATOR no action necessary normal status indications
- 7) ERROR MESSAGE or ALARM A PPS device internal problem that needs to be reported to SOFTROL. Read the device message and record it for reporting the exact message to Softrol.
- b. The ERRORS Tab

All other errors shown beside devices should be able to be overcome by the monitor program except the "Device Communications" error explained above. No further user action is required.



## **MESSAGE CENTER WYSE WINTERM SETUP**

- 1. The WYSE Winterm must be connected to:
  - A. A power source
  - B. The keyboard/mouse that came with it
  - C. The PPS network
  - D. A monitor

This can be in the office or at the message center in the plant. If at the message center, the message center serves as the monitor.

- 2. The WYSE Winterm will come up on full screen on the monitor.
- 3. Press CTRL-ALT-END together. This will end the Internet Explorer window.
- 4. The default network address for the setup of a WYSE Winterm in PPS is:

http://Your Network/ppsreports/message\_center\_display.asp?id=Your Message Center ID

- A. *Your Network* generally would be something like 192.168.1.100 This is the IP address of the report server. In Mission #50 Las Vegas the network address is: 192.168.10.10
- B. *Your Message Center ID* will be the ID of the message center you are replacing or the new message center you are creating.
- 5. With START IE highlighted, click the END button to make sure it is not active.
  - A. Click the EDIT button.
  - B. Type the default address in step 4 with <u>Your Network</u> replaced by 192.168.10.10 and <u>Your</u> <u>Message Center ID</u> replaced by the message center number desired.
  - C. Click the OK button.
  - D. With **START IE** highlighted press the **CONNECT** button. It should restart.
  - **WARNING!!!** *The message center id needs to be in the database already.*

If you are adding a message center, you need to go the Message Center Admin page in the Reports section of PPS to set up the new message center before setting up the WYSE terminal.

- 6. To find the MAC Address for the PPS database, which allows for the automatic restart of the WYSE Winterm:
  - A. Press CTRL-ALT-END at the same time to end the IE session. Click the CONTROL PANEL button and select the System Icon. The MAC Address is located on the SYSTEM INFO TAB.
  - B. Go to the Message Center Admin Page under Reports. Click the ID of the message center you wish to edit
  - C. Change the Mac Address to that of the new WYSE Winterm device. Not doing this step will cause the device to be unable to be powered on automatically if it goes down.

The PPS screens are shown on the following pages.



<u>Home</u>	Report Login	Log Out
	Footprints-PPS Reporting Log In         Login:       softrol         Password:       ************************************	

Home	Administrator	Log Out
Mission		
Reports	Daily Plant Production Summary Management Report for Labor Daily Operator Performance Summary Cost Center Summary: By Item Cost Center Summary: By Device Ironer Audit Report Pieces & Pounds Report Quality Process Summary Cost Center Week Summary Daywork Summary Report View List Of Employees Cost Center Task List Underachievers Report Check for Final Production Offline PPS Device List Check Last Production Read Check Open Time Clock Records Current Operators	
Admin	<u>User Administration</u> <u>Budgeted, Non Productive Time Setup</u> <u>Message Center Setup</u> <u>Text Message Setup</u> <u>Work History Adjustments</u> <u>Time Card Adjustments</u>	

Manual Entry of Measure Tasks



<u>Home</u>					Message Center Admin				<u>Log Out</u>	
lissior	ı.									
10	# of	Font	L Name	Task	Refresh	СС	Show Mends	СС	Display	
ID	Lines	Size	Length	Length	Rate	Station	and Stains	ID	Window	
_	10	55	7	7	5					
2	10	55	7	7	5					
}	10	55	7	7	5					
L	10	55	7	7	5					
<u>;</u>	5	55	8	7	5					
<u>;</u>	5	55	8	7	5					
	5	55	8	7	5					
<u> </u>	10	55	8	7	5					
2	10	55	8	7	5			1018	8	
<u>1</u> <u>5</u> <u>7</u> <u>3</u> <u>10</u>	10	55	8	7	5			1018	8	
1	8	55	8	7	5					
2	8	55	8	7	5					
								Add a ni	ew record.	

<u>Home</u>	Message Center Edit	<u>Log Out</u>
Mission		
ID	1	
Number of Lines	10	
Font Size	55	
Last Name Size	7	
Task Name Size	7	(
Refresh Rate	5	
CC_Station	<ul> <li>Not CC_station (default)</li> <li>CC_Station</li> </ul>	
Show Mends and Stains	<ul> <li>Show Mends and Stains (default)</li> <li>Do Not Show Mends and Stains</li> </ul>	(Trank)
Cost Center ID		
Display Window		244
Mac Address	00 - 80 - 64 - 1F - 41 - 7A	
Action	Update 💌	
Reset	Update	



## **CHAPTER 15 - PPS STATION MAINTENANCE – Change Station Boxes**

#### **Steps In Changing A Box**

- 1. Remove old PPS box and attached cables, note location of cables.
- 2. Install new PPS box and reattach cables as on box that was removed.
- 3. Turn power on box , box may give messages on screen.
- 4. Go to the override displays by hitting the [*up and down arrow keys*] at the same time.
- 5. Press the [*down arrow key*] twice.
- 6. Write down the IP number on the  $3^{rd}$  line of the station box display.
- 7. Go to the location of the main PPS office computer.
- 8. Select the *PPS Login Box* at the bottom of the screen.
- 9. Select *Setup Box* on the screen.
- 10. Click on *Monitoring Stations*.
- 11. Find the correct PPS station that was replaced.
- 12. Right click on the station and hit *Properties*.
- 13. Change the IP number on the 1<sup>st</sup> tab (Properties Tab) of the displayed screen and click OK.
- 14. Close the Setup Screen.
- 15. Click on the *PPS Monitor Status* box at the bottom of the screen.
- 16. Stop the *Monitor Program* by clicking on the stop button.
- 17. Initialize the box by right clicking on the correct station and then clicking on *Initialize Box*.
- 18. Wait for the process to end and then click the *Unload Monitor* button.
- 19. Follow the instructions for closing the monitor program.
- 20. Restart the *Monitor Program* click on the *Monitor Button* on the *PPS Login* screen.
- 21. After the monitor checks the online status of the devices, click on the *Start* button.



Notes:			



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