

# LABOR REPORTING

## Key Points:

- Easy graphical user interface with hot keys for efficient easy access.
- Designed to support both small and large businesses.
- Dozens of standard reports focusing on critical employee information.
- Advance error detection logic to identify missing punches
- Open SQL Server PC-Based architecture for flexibility and ease of integration
- Maintains an audit trail of modifications
- Stand alone or enterprise versions for multiple concurrent access across the corporate network.
- Interfaces with IBM DC Connect for Windows
- Report Writer option to allow user to easily create custom reports..

## Labor Reporting

### Taking Control of Manufacturing Costs

*"In today's fast past business environment companies are looking to accurately and efficiently track labor time and job costs."*

Labor Reporting for DC Connect is an easy to use, PC based Labor reporting solution designed to meet these challenges. Labor Reporting works in conjunction with IBM DC Connect to provide communication with a variety of data collection terminals, networked supervisor stations, and optional host communications.

Labor Reporting allows you to quickly and easily determine your companies true job costs, who is working on which job, and what's the status of the job. Job's can easily be tracked and monitored from start to completion.

Labor Reporting provides screens to allow supervisors to correct any invalid data before transactions are sent to the host computer.

Direct labor, indirect labor, quantity good & bad, set-up on/off, crew on/off, machine up/down monitoring, notification of downtime, quality inspection, scrap, order status are just some of the functions within Labor Reporting for DC Connect.

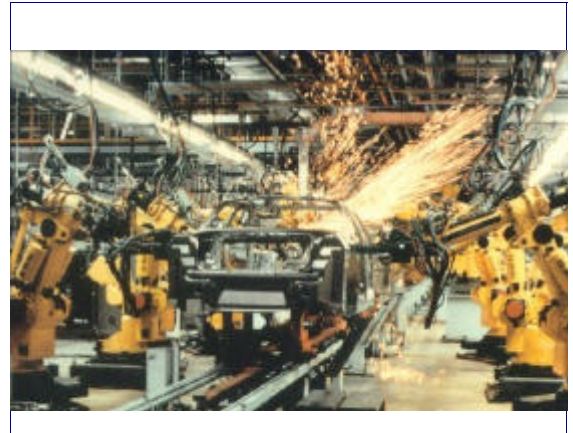
### Easy graphical user interface

*Labor Reporting* is divided into four functional menus and one report menu. Labor Reporting uses these menus to categorize the actions that must be completed for monitoring and costing jobs.

The Control Files menu allows users to password protect certain areas of the program, select the output file location, input valid jobs, ordering and routing.

The Master Files menu provides the user with the options to add, delete, or modify any of the following: departments, machines, travelers, routings, employees, or supervisors.

The Production Actions menu allows supervisors the ability to edit or create jobs, modify the Job queue, alter routings or operations, and print travelers. The Production Actions menu



includes the steps required to perform day to day tracking of job's throughout the manufacturing process. Supervisors are able to correct labor errors, adjust hours, and status information under this menu option

### Company Master Files

*"Configure it and forget about it"*

The master files contain information specific to the company. These file contain lists of employees, supervisors, departments, and benefits. They also determine passwords, pay period, and the location of the output file .

The Master Files menu provides the administrator the options to add, delete, or modify any of the departments, employees, supervisors, and establish standard job details. Once these files are created and the company data is recorded the system is configured. Once configured only periodic maintenance of these files is required.

### Production Actions

*"Monitor and interact with Jobs"*

*Import Job* files and routings are the first step tracking jobs.. This file is normally created by downloading Job details from the host computer. The *download Job Validation* allows you to download the latest Jobs for validation on the data collection terminals, so only open jobs can accumulate hours.



*“Labor... your companies most valuable resource.”*

*“Efficiently managing job production is critical to a healthy business”*

### Job files

Normally the details about each job are imported into the job scheduler from Host MRP software. The job information typically includes the quantity to produce, the operation to perform, and the steps to complete the operation and date required. Missing jobs can be entered and existing jobs can be modified in the Job master file. The Job master allows production managers the ability to create the steps required for each operation.

```

DC Connect Client
** Job Off **
Enter Badge...0000324

Work Order Number...
>007800301
Quantity...
>171
Reason Code
>503
Scrap Quantity..
>2
Job [Direct,InDir,Setup]
>D
  
```

### Job Scheduler

The Job scheduler allows production supervisors the ability to prioritize, insert, and removed jobs from the job queue so hot jobs can be advanced and cancelled orders can be removed.

The Job Schedule menu provides a method to import open work orders and routing steps from the host. Routings can also be defined in the Job Schedule for standard product. Each routing step contains a department/work center and the operation to be performed. Optionally, WIP (work in process) tracking can be enabled to track each job as it travels to the departments and work centers throughout the manufacturing process.

The Supervisor Actions menu provides the options necessary for the supervisors to track time and jobs, correct any errors during the job in/out process, and enter any adjustments or omissions effective during the costing period.

### Reports/Inquiry menu

Displays a list of all reports available in Labor Reporting . Users may print the report or display it on the screen.

### **Standard Reports include:**

*Accumulated Job Costing Report  
Employee Master File Report  
Current Job Activity Report  
Open Jobs Report  
Closed Jobs Report  
Reason Codes Report  
Department Report  
Cost Center Report*

### **Advanced Reports include:**

*Machine Status Report  
Job Activity Report  
Actual Raw Data Report  
Audit Trail Report  
Quality inspection part produced & scrapped  
Status by Employee  
Crew Status report  
Direct Labor Report  
Indirect Labor Report*

### System Requirements

Pentium 4 Processor or higher  
512MB RAM, 40MB HD, CD ROM  
Windows 2000/XP Stand-alone (5 users)  
IBM DC Connect  
IBM Transaction Connection & Client Access for host connectivity  
Windows 2000 Server & MS SQL Server 2000  
For enterprise networked environment.

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