

strategy *Live!*

Totally Internet Based Software

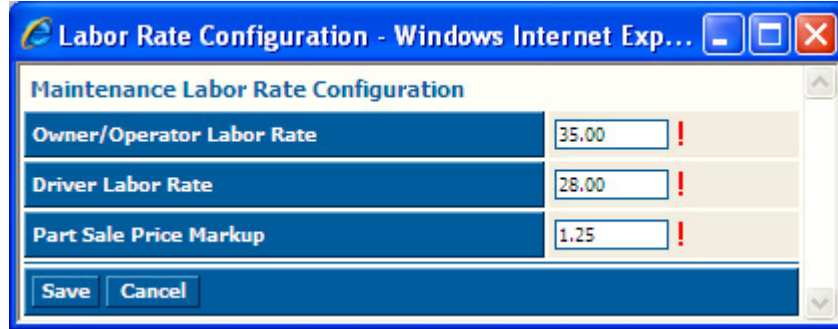
Enhanced Maintenance

Strategy Systems, Inc.
PO Box 2136
Rogers, AR 72757
(479) 271-7400

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Maintenance Rate Entry

To enter maintenance rates and inventory markup go to Maintenance > Configuration > Maintenance Rates. The Maintenance Labor Rate Configuration window will open.



Maintenance Labor Rate Configuration	
Owner/Operator Labor Rate	35.00 !
Driver Labor Rate	28.00 !
Part Sale Price Markup	1.25 !

Save Cancel

Fill in the fields according to the following field definitions:

- | | |
|-----------------------------------|---|
| Owner/Operator Labor Rate: | The labor rate when work is done for owner operators. |
| Driver Labor Rate: | The labor rate when work is done for company drivers. |
| Part Sale Price Markup: | The ratio of markup on parts. (1.25 is 25% markup) |

Once the three fields are correct, click the Save button.

Inventory Item Entry and Editing

To enter a new inventory item or edit an existing inventory item go to Maintenance > Inventory > Edit Parts. This will open and Inventory Item Editing window. Click the Create button. A Part Information window will open.

Part Information			
Number	VSCAP101		
Name	Valve Stem Cap		
Primary Vendor Code	FLINER	Vendor Part Number	VSTEMCP
Aisle	7	Bin	C
Minimum Stock	25.00	Available Quantity	
Last Inventory		Last Inventory Quantity	
Last Purchase Date		Last Unit Price	
Sale Price	0.25		

Buttons: Create, Create and New, Cancel

Fill in the fields according to the following field definitions:

Number:	The number that you will use to identify the part internally.
Name:	The name of the part.
Primary Vendor Code:	The internal code of the main supplier of this part.
Vendor Part Number:	The part number used by the vendor.
Aisle:	Your aisle where the part is located.
Bin:	Your bin where the part is located.
Minimum Stock:	The lowest amount of this item you allow in stock.
Available Quantity:	The quantity available according to the system's calculations. (Read-Only)
Last Inventory:	The last date that the inventory was counted for this item. (Read-Only)
Last Inventory Quantity:	The amount in stock when the inventory was last counted. (Read-Only)
Last Purchase Date:	The date this item was last purchased. (Read-Only)
Last Unit Price:	The price paid when this item was last purchased. (Read-Only)
Sale Price:	The price charged for this part.

Once all of the editable fields are filled in, click the Create button or the Create and New button to enter another item. If you are editing a current item you will have a Save button instead of a Create button.

Entering Inventory Purchases

To enter a purchase of inventory items go to Maintenance > Enter Inventory Purchases. You will be taken to a screen that lists all inventory purchases that have been made. To enter a new purchase, click the Create button. This will open the Inventory Purchase window.

Part Number	Description	Quantity	Price	Extended
VSCAP100	Valve Stem Cap - Chrome	50.00	0.20	10.00
VSCAP101	Valve Stem Cap - Black	50.00	0.15	7.50
				17.50

Fill in the fields according to the following field definitions:

Purchase Order-#:	The purchase number issued for the inventory purchase.
Vendor Code:	The code of the vendor that sold the inventory items.
Date:	The date of the purchase.
Total:	The total amount of the purchase as calculated by the system. (Read-Only)
Comments:	Any comments about the purchase.
Part Number:	The internal part number.
Description:	The description of the item.
Quantity:	The number of pieces purchased.
Price:	The price per piece.
Extended:	The total for all pieces purchased. (Read-Only)

Once all of the editable fields are filled in, click the Create button or the Create and New button to enter another item.

Update Inventory

To update inventory amounts go to Maintenance > Inventory > Update Inventory. This will open an Update Inventory Tool window.

Number	Name	Minimum Stock	Available	Actual Qty
VSCAP100	Valve Stem Cap - Chrome	25.00		<input type="text"/>
VSCAP101	Valve Stem Cap - Black	25.00		<input type="text"/>

Enter the amount on hand in the Actual Qty column and then click the Finished button at the top.

Notice: These inventory quantities should be the first entries for today. Any repairs or purchases entered today will further adjust these quantities.

Inventory Stock Status Report

This Inventory Stock Status Report gives you the location, date of last inventory, minimum stock, and amount available for each item. To run this report go to Maintenance > Inventory > Stock Status Report. The Inventory Stock Status Report window will open with filters to use for searching. Once you have entered your search criteria, click the Generate Report button.

Number	Name	Aisle	Bin	Last Inventory	Minimum Stock	Available
VSCAP101	Valve Stem Cap - Black	7	B	11/14/2006	25.00	72.00
VSCAP100	Valve Stem Cap - Chrome	7	A	11/14/2006	25.00	97.00

Physical Inventory Report

The Physical Inventory Report can be used as a tool when counting inventory. It gives you the minimum stock, what is said to be available, and a field to enter your actual count. To run this report go to Maintenance > Inventory > Physical Inventory Report. The Physical Inventory Report window will open with filters to use for searching. Once you have entered your search criteria, click the Generate Report button.

Physical Inventory Report

Number Name
Primary Vendor Vendor Part Number
Aisle Bin

Number ▲	Name	Aisle	Bin	Last Inventory	Minimum Stock	Available	Actual Qty
VSCAP100	Valve Stem Cap - Chrome	7	A	11/14/2006	25.00	97.00	
VSCAP101	Valve Stem Cap - Black	7	B	11/14/2006	25.00	72.00	

Entering Parts On A Work Order

To enter parts on a work order, pull up the work order and go to the Parts tab. This will be the same on tractor repairs and trailer repairs.

Part Number	Description	Quantity	Price	Extended
VSCAP100	Valve Stem Cap - Chrome	2.00	0.30	0.60
				0.60

Buttons: Create, Create and New, Refresh, Cancel

Part Number	Description	Quantity	Price	Extended
VSCAP101	Valve Stem Cap - Black	3.00	0.25	0.75
				0.75

Buttons: Create, Create and New, Refresh, Cancel

Fill in the fields according to the following field definitions:

- Part Number:** The internal part number of the item used for repair.
- Description:** The description of the part used.
- Quantity:** The amount of the item used.
- Price:** The price for each single item used.
- Extended:** The total price of the parts used for repair. (Read-Only)