CPMS Newsletter
"As the Wrench Turns"

A New CPMS Help System

We are pleased to announce the release of a brand new CPMS Online Help System and CPMS manual which coincide with version 4.30.

But, if a program is really easy to use why does it even need a help system? Most of our customers who are familiar with the various types of records that you need to have in order to run a maintenance department have found using CPMS quite easy. But, there will always be a few functions which you need to "hunt for" or need a little help to do what you want.

What is the right type of help? A manual, tutorial, online help, popup hints, or just jump in and figure it out on your own. What we have found over the years is that each user has different needs and different help preferences. We have made a commitment to keep the CPMS Online help and manual up to date and we will continue to add popup "hints" to all of the screen forms and menus to let you know what the program is expecting you to enter in each field.

As you begin to use both the CPMS online Help and the CPMS Manual, we would really appreciate your feedback. Specifically, if you notice any errors,

INSIDE THIS ISSUE

CPMS 4.30 Enhancements

As long as we and our users keep coming up with new ideas to make CPMS better, we will continue to add new features and make changes to existing functions. With this in mind, below is a list of all the "new stuff" in CPMS 4.30. A few of these may be placed in the next version if there are any delays in getting this update off to our customers.

When changing the Task Description Ident on the Master Schedule screen form, make sure that the new Ident and Description are displayed properly.

For the part shelf sticker tag (5160) with 21 labels per page, make sure the right portion of the bar code stays on the sticker.

When using Supervisor, Check/Delete Key Column, remove the "BOOK_E" error message.

On the new Purchase Order report option which displays bar codes, move the bar code for the part description below the bar code for the part number to insure that they both display properly.

When using Inventory Utilities, Inventory Quantity Adjustments, and printing part tags, correct the error, "Incorrect Number of Values…".

When processing PM's and adding Work Performed or Needs Repair, make sure that both types are saved when the PM's are updated.

Reinstall the PM Work Card report which has no PM Duties listed, just the Task Description Ident. This is the same as the Supervisors Schedule but with no scheduled minutes displayed.

When processing PM's as a Guest mechanic make sure that the Work Performed or Needs Repair options are working properly.

omissions, or any explanations which are just not all that clear to you, please let us know. Many of the additions to CPMS Help were to make sure that there was a topic for every new screen or new feature. We also wanted to make sure that any outdated or obsolete instructions were brought up to date.

For example, we have explained to many of our users how to use the Hot Spots screen off of the main menu, but the associated help text was not very helpful. Ideally, a well designed, easy to use, and comprehensive help system will reduce (but not eliminate) your need to contact us. Rest assured that we still love to hear from our users!

A portion of the new Plant Hot Spots help text:

In order to use Plant Hot Spots you need to be using the Equipment Failures portion of CPMS. We urge all of our customers to record all significant Equipment stoppages. You also need to add a Plant Layout diagram which appears in the CPMS Main Menu and the Hot Spots menu. This provides a handy visual reference for all of your major plant equipment. See How to load your Plant Layout Diagram.

Locate Equipment in the Plant Layout

The plant layout is located on a 12 x 16 grid with numbers 1-12 (left to right) and letters A-P (top to bottom). Point to a piece of equipment on the Main Menu plant layout screen. The left and top coordinates are displayed. For example: H7. Click the Hot Spot button and then the **Add Equipment** button. Click the Insert Row icon, and enter the Equipment Number, and the Left and Top coordinates "H" and "7". Save your changes. Return to the Main Menu. Now when you click on the "H7" coordinate, one or more equipment numbers and descriptions are displayed in a popup menu. Choose the desired equipment and CPMS displays the corresponding equipment record. Remember that one piece of equipment may be located at multiple coordinates and more than one machine may be located at the same coordinates.
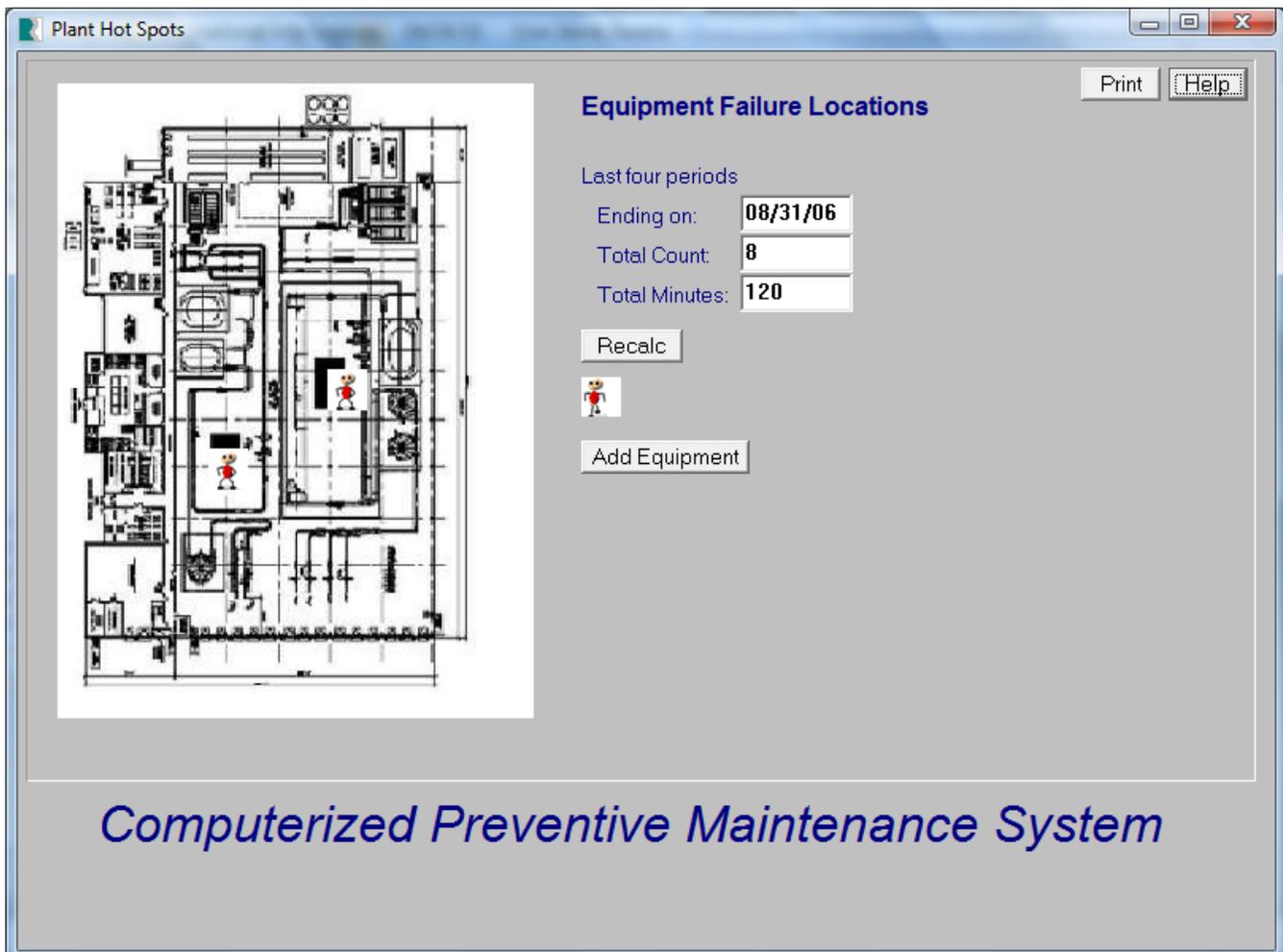
Add an option to allow Guest mechanics to make changes to Work Orders they add.

Correct the Work Order reports and Print button on Work Order screen to print the reports properly when there is more than one mechanic.

When processing PM work cards and you select Update, provide a summary screen which totals the individual PM Duties completed, taking into account any PM Residuals where only some of the PM Duties were completed.

When displaying Work Requests, expand the choices to: All, Open, and Open/Approved.

Add tax and shipping to the PO and Receiving expanded report.

Add a popup Employee list for all the menus which ask for an employee number. And, as in the Master Schedule, this will only display employees which are Active.

Correct the buttons at the bottom of the Equipment screen to display rows from other tables properly when jumping back and forth between tables.

Add a Duplicate button to the Part Transaction (Open) Edit screen form. This is handy if you have a Receive transaction but are missing the Order transaction. Just click Duplicate and change the Transaction Code.

Add bar codes for the Task Number on the Work Order Work Card in order to provide easy retrieval.

Ensure that Your Company Name is not being truncated on any reports.

Correct the Tasks (Open) screen form so that only the Scheduled Minutes and Scheduled O/T minutes can be changed. The Actual Minutes and Cost are determined by the Scheduled Minutes and Scheduled O/T minutes.

Correct the Tasks (Closed) screen form so that only the Actual Minutes and Cost can be changed.

When using the CPMS Users and Passwords screen form, you must be using the Administrator password to click the Print button and browse the Guest table.

Update the CPMS Help system to match all of the enhancements up to version 4.30.

Add or change all of the links to the new online CPMS

Help system as required.

When editing the Miscellaneous tables, ask the user if they want to regenerate the Account Number table or the Failure Description table.

Add the PM signature lines to the other PM work card reports. Placed just below the "Description of Work Performed, Necessary Repairs, or Notes" box.

Accessing CPMS Help when using CPMS

One thing that shouldn't be a problem but unfortunately can be, is clicking on the CPMS Help button when you are using CPMS and… not getting help.

In the good old days we always had the CPMS Help file loaded in the same folder as your CPMS data base. A few years ago, as Windows continued to add virus protection to Explorer, they no longer allowed you to read a "compiled" help file over the internet which included off of your own company servers.

There are a number of ways to work around this problem which include having CPMS Help located on your local "C" drive or making a change to Windows to identify CPMS Help as a "friendly file". Asking the IT folks to change the Windows registry for every user to see CPMS Help as a friendly file was not a good option. The next solution was to copy the Help file to the Windows Help folder. Unfortunately we found that many plants have restrictions on Windows and all of the Windows folders. When you attempt to copy any file to the Windows Help folder you may get "Access Denied".

So, what folder belongs to you? The answer is your Documents folder. This folder is a subfolder of your user name which might be something like:

"C:\Users\YourName\Documents"

The one drawback might be a diskless work station using Citrix or other Remote Desktop configuration. Even then the user should have access to their Documents folder which contains the CPMS Help file. The bottom line is we want everyone to have easy access to CPMS Help by clicking on the Help button

And the Winner is...

Sorry, nobody sent in an answer from the last CPMS newsletter quiz. I guess that's good if no one has seen the message, "Error- Unable to connect database".

If CPMS is unable to open the data base files or if they are damaged, you might see this message. Should this ever happen, you will be directed to a log file which you can email when you contact us.

CPMS Quiz

Some folks are not familiar with 24 hour or military time which is used on various CPMS screen forms. For example- Equipment Failures. If you don't want to figure out what to enter for 5 pm, what's an easy way to do this automatically?

*****

Dennis Fleming
IISCO

2337 Hemlock Farms
Lords Valley, PA 18428
Tel.: 570 775-7593
Cell: 570 351-5290
E-mail: iisco@ptd.net
www.TheBestCMMS.com