

CPMS Newsletter

“As the Wrench Turns”

Volume 19, Issue 1

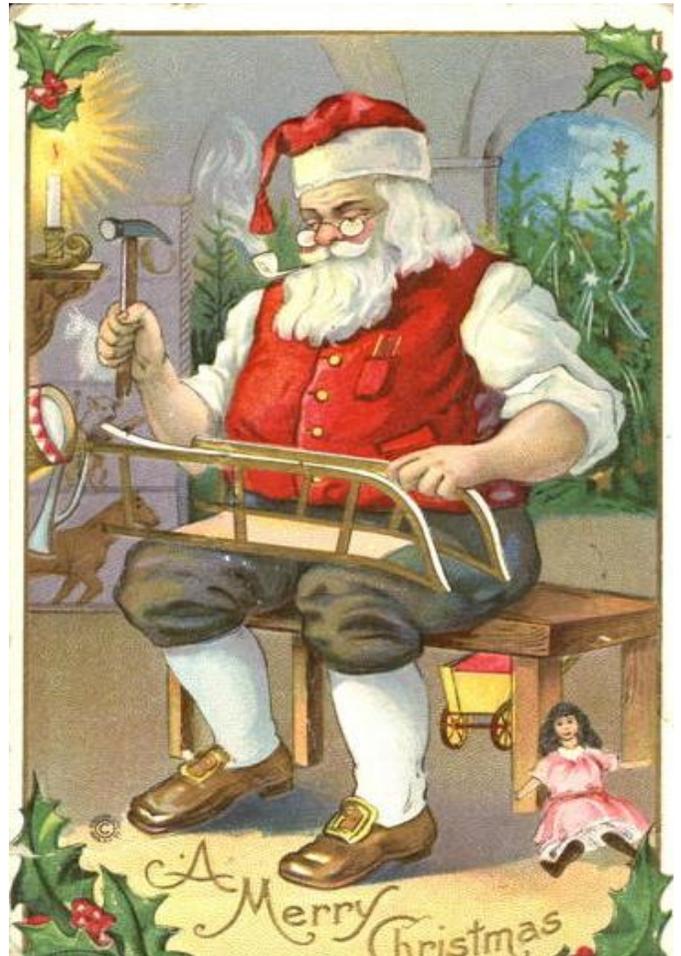
January 2013

It's time for your mechanics to enter their own work in CPMS!

Years ago many mechanics had no hands on experience with PCs and struggled using a mouse and keyboard. Partly due to cell phones and easier to use computer programs, some of our customers have made the transition. Mechanics are checking off PMs as they are completed, adding and closing out Work Orders, and even entering Equipment Failures directly into CPMS. They are also checking out parts using a bar code scanner and assigning parts to Work Orders. Miracles can happen!

Consider the additional time that your planner can now devote to laying out what needs to be done each day/week instead of processing PMs, Work Orders and entering Equipment Failures. And, now your parts clerk can concentrate on getting parts at the best prices instead of entering issued parts from part tags.

Check the next page to review all of the new functions available in CPMS which allow your mechanics to “Do it yourself”. Now they can really take ownership of their portion of the plant.



Happy Holidays!

We would like to take a moment to wish everyone a very Merry Christmas and a Happy New Year. This season it is particularly difficult to carry the holiday spirit as our hearts go out to all the families and friends of the children and teachers at the Sandy Hook Elementary school in Newtown, CT.

Let's make sure that this time we take all the steps necessary to keep our children as safe as possible. Indeed, “God bless us everyone”.

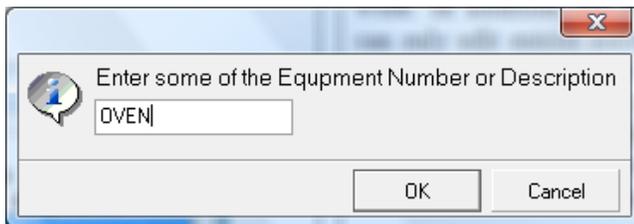
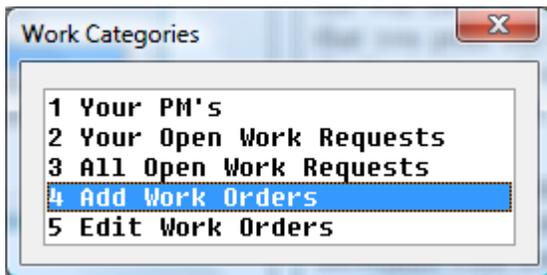
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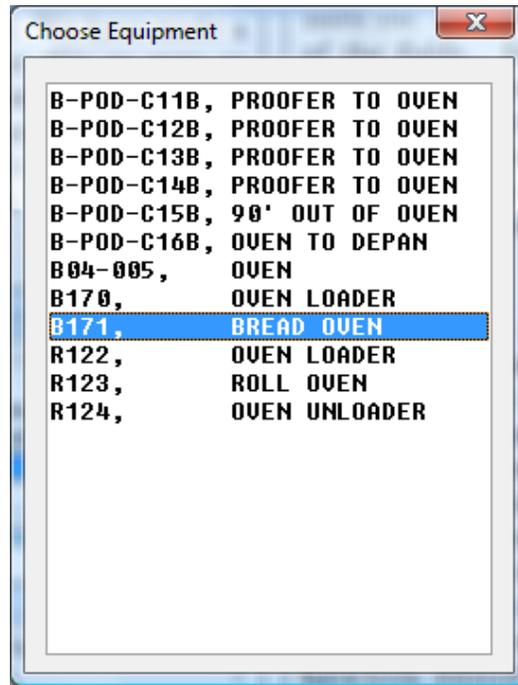


Enhanced Mechanic Guest Functions

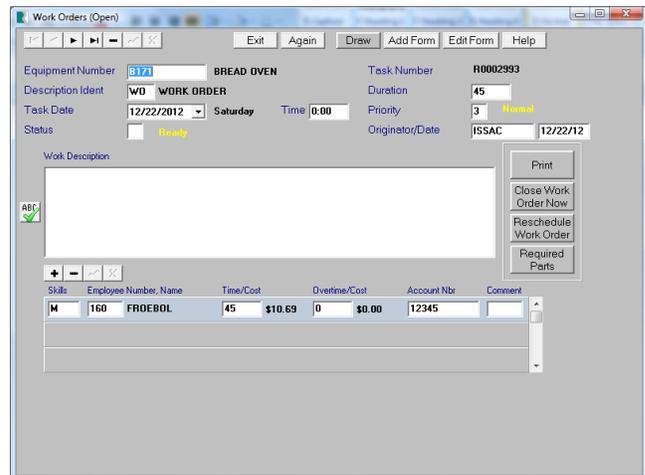
Your mechanics can enter the work they perform each day directly into CPMS. We have made a number of changes to make this as easy as possible. Instead of your Planner entering and closing out PM's, Work Orders, and Equipment Failures, the mechanics can do these themselves. It is actually easier to add a Work Order as a guest than as the planner. See the example below:



Instead of having to complete all the fields on the Work Order Add screen, you only need to popup the equipment number and then enter an estimated repair time.



The Work Order Edit screen is already filled out and the mechanic only needs to enter the description of the work to be performed.

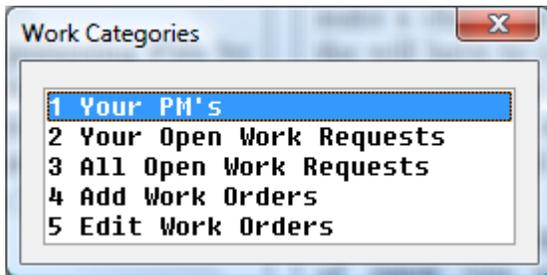


There are numerous advantages to having your crew interact directly with CPMS.

- Reduction in paperwork.
- When a repair is done, or needs to be done, they can enter it directly in CPMS.
- By default, Work Orders are assigned to the mechanic who is entering it.
- They can assign parts to Work Orders.
- Optionally, work can be entered as a Work Request and later assigned to any mechanic as a Work Order.

In addition to adding, editing, and closing their own Work Orders, mechanics can now close their own PM's as they are completed. In the example below, the mechanic can mark each completed PM with a "C".

All you need to do to begin processing PMs by your mechanics is to uncheck the "PMs Assumed Completed" box on the System Configuration screen. Now, when you generate a PM schedule, the status is initially an "X" for Not Done.



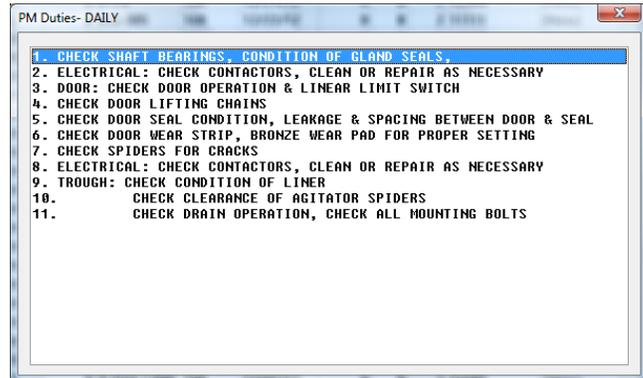
In the Guest Menu, when the mechanic clicks on Your PM's, all of his open PM's are displayed. Notice that initially they are all "Not Done".

Status	Minutes	Equipment	Employee	Task Date	O/T Min	Task	Priority	Account Nbr	Comment	Descriptions
X	0	B124	160	12/21/12	0	A	2	12345	(Memo)	
X	0	B124	160	12/21/12	0	B	2	12345	(Memo)	
X	0	B04-005	160	12/22/12	0	B	2	11111	(Memo)	
X	0	B102	160	12/22/12	0	B	2	12345	(Memo)	
X	0	B103	160	12/22/12	0	B	2	12345	(Memo)	
X	0	B104	160	12/22/12	0	B	2	12345	(Memo)	
X	0	B105	160	12/22/12	0	B	2	12345	(Memo)	
X	0	B106	160	12/22/12	0	B	2	12345	(Memo)	
X	0	B107	160	12/22/12	0	B	2	12345	(Memo)	
X	0	B108	160	12/22/12	0	B	2	12345	(Memo)	
X	0	B109	160	12/22/12	0	B	2	12345	(Memo)	
X	0	B110	160	12/22/12	0	B	2	12345	(Memo)	
X	0	B111	160	12/22/12	0	B	2	12345	(Memo)	
X	0	B114	160	12/22/12	0	B	2	12345	(Memo)	
X	0	B120	160	12/22/12	0	B	2	12345	(Memo)	
X	0	B121	160	12/22/12	0	B	2	12345	(Memo)	
X	0	B123	160	12/22/12	0	B	2	12345	(Memo)	
X	0	B125	160	12/22/12	0	B	2	12345	(Memo)	
X	0	B126	160	12/22/12	0	B	2	12345	(Memo)	
X	0	R-P0D-C06R	160	12/22/12	0	B	2	12345	(Memo)	
X	0	R-P0D-C07R	160	12/22/12	0	B	2	12345	(Memo)	
X	0	R-P0D-C08R	160	12/22/12	0	B	2	12345	(Memo)	
X	0	R-P0D-C09R	160	12/22/12	0	B	2	12345	(Memo)	
X	0	R-P0D-C10R	160	12/22/12	0	B	2	12345	(Memo)	
X	0	R-P0D-C11R	160	12/22/12	0	B	2	12345	(Memo)	

There is never a question of "What PM's do I still need to get done this week?" And, the new "PM Duties" button allows him to review the specific instructions associated with that equipment and PM frequency.

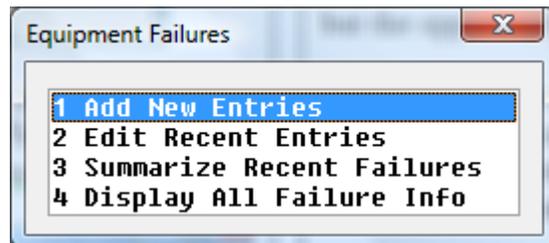
From this menu, he can add Work Orders (Performed or Needs Repair). And any notes regarding the PM done on this date can be permanently recorded in Comments.

With the cursor on the first PM (Daily for equipment B124), just click the PM Duties button and you will see the following display:



The next new feature is Equipment Failure reporting. Previously, as a guest, they were only allowed to add an Equipment Failure. They could not go into the standard Add and Edit screens.

Now, they use the same screen forms as the planner. And, similar to adding a Work Order, all of the fields are automatically filled in with default values and they only need to enter the Failure Description, the Repair and Corrective Action, and the failure duration.



They can even check out the parts they used in conjunction with repairing the equipment.

With all this new additional capability also goes responsibility. You may decide to use some of these functions and maybe not others. For example, the Planner may want to continue to add Equipment Failures.

You will certainly want to monitor each mechanic's proficiency as they are now responsible for entering all/most of their work in CPMS, but the opportunity is there. Please give it a try.

Tips and Techniques

Exporting your data to Excel

Assume you want to save all of your parts as an MS Excel spreadsheet. Here's how.

- Go to Query (or Supervisor, Query/Edit)
- Choose- Parts Inventory
- Next, choose the desired columns or press F6 for all columns
- On the Power Search screen, enter your selection criteria or click OK for all
- On the Browse screen, choose Edit then Export Results to... MS Excel Spreadsheet
- Enter a file name and file location to save the spreadsheet. (You may see a couple of warning messages because of different data type formats)
- CPMS will open an Excel spreadsheet with the part columns you selected and save the spreadsheet in the file name and location you specified

And the Winner is...

Steve Bly, from LePage Bakeries, Lewiston, ME, answered the last Quiz correctly and received \$100.

The question was: How would you print out a list of obsolete parts which have no activity in the last five years and there is at least one on the shelf. Also, sort the report beginning with the part with the most recent activity.

Go to Print, Standard Reports, and choose Parts (Standard). The following is the Power Search screen with the required entries to print the desired report.

Power Search

Parts (Standard)

Selection:

Column: Quantity on Hand Look In: Sorted By: Last Transaction

Operator: > Popup: Ascending: Descending:

Value: 0 OK: And: Or:

PR_LTRNS < *092907* AND PR_ONHD > *0*

Set Clear Reset

Prior Selections: Get Save Delete

CPMS Quiz

For \$100, if you have lost the Administrator password which allows you to make changes to the CPMS Users and Passwords, how would you locate it?

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