

CPMS Newsletter

“As the Wrench Turns”

Volume 22, Issue 1

January 2016

CPMS Remote Training... Now!

Hands on, onsite training is certainly the most effective method for learning CPMS. Typically we spend two days at a plant covering the main modules (PMs, Work Orders, Equipment Failure reporting, Inventory Control and Purchasing) along with all of the Guest functions and utilities.



As a second option, we are now offering remote CPMS training. This includes step by step training using a remote desktop program like Team Viewer, a comprehensive evaluation of your current data base, and specific recommendations to help you become fully operational.

One of the unfortunate things we see at a number of our customers is that they are doing a lot more work than necessary because they never completed those last few important steps. For example, on the PM side, the equipment list is not complete or PM instructions are still missing for some equipment. Consequently Work Orders and Equipment Failures cannot be entered because equipment is missing.

On the Inventory side, mechanics can't find parts because many of the parts in the stock room have not been added to CPMS and part locations are missing or incorrect.

Consider how much more effective your department would be if all of your CPMS data was correct, current, and complete. No one is at 100% but that should be your goal.



INSIDE THIS ISSUE

- 1 CPMS Remote Training... Now!
- 2 What specifically does CPMS Remote Training deliver?
- 2 What are your CPMS goals?
- 3 Tips and Techniques
- 3 And the Winner is...
- 3 CPMS Quiz

What specifically does CPMS Remote Training deliver?

You will receive more than eight hours of consulting consisting of:

- An in depth analysis of your current CPMS data base. We will quickly locate those areas you are using incorrectly, simple changes you can make to your daily operation to use CPMS a lot more effectively, and some suggested new functions we see you are not using.
- We will schedule two or more sessions (at least one hour each) for remote CPMS training. As we both share your desktop, we will walk you through some of the basic program functions, like generating and processing your PM work cards, in order to make sure you are using them properly and accurately.
- We will ask you to send us your questions, comments, and suggestions prior to our training session so that we will make sure and cover them first.
- After the remote training is complete, we will provide a comprehensive report summarizing our training sessions with specific recommendations for your plant.
- Cost. Two days of onsite CPMS training costs approximately \$3000 depending on airfare to your location. CPMS remote training is priced at **\$420** or ½ of our daily consulting rate.

Sending us your CPMS data base before the remote training session is similar to having some medical tests done before your doctor can provide a proper diagnosis. We assure you that after pointing out some problem areas, you will find CPMS a lot more “user friendly”.



What are your CPMS goals?

Every plant is different. Here are some examples of what we find when visiting our customers.

1. We need to have a CMMS type of program installed in order to meet our corporate audit requirements.
2. We are generating and processing PM and Work Order work cards but the follow up and accountability for each mechanic is not where it should be.
3. We are keeping our CPMS data up to date, printing out most of the periodic reports, but we are not using this information to improve our Maintenance Department's effectiveness.
4. We keep all of our CPMS data up to date, provide periodic reports on time to our management, and use this information to continuously improve our maintenance operation. (Wouldn't that be nice!)

Remote, or onsite CPMS training, is a great way to get closer to #4 above. Like with so many projects, you don't realize how close you are to the finish line until you get there. All you can do is to set incremental objectives each month and then check your progress. Let us be part of your success strategy.

Tips and Techniques

Some of the plants email (and optionally print) Work Orders to their mechanics. They may also save the Work Orders in a spreadsheet and copy and paste the work description into the email. They may also keep track of the Work Orders in a separate spreadsheet system. This can all be done in CPMS as follows:

- Add the Work Order in CPMS and click the Print button to print it.
- To email the Work Order to the mechanic, choose Print to File (PDF). You can use the Task Number as the file name.
- Click "Open After Generate". On the Adobe menu, choose File, then Attach to Email.
- Send to the desired mechanic who can view/print the entire Work Order attachment. It will also have a Picture, Drawing, or PDF file imbedded in the Work Order if you decide to use that feature.
- To manage your open Work Orders in CPMS, Go to Run Programs, Schedule Work, and Schedule Work Orders. There are also a variety of Work Order report options available under Print, Work Order Reports.

And the Winner is...

Ken Redden, Klosterman Bakery, Morristown, IN and Larry Susevich, Mission Foods, Mountaintop PA, both got the answer half right and received \$25 each.

The question was: if a number of mechanics were using the Guest menu to check out parts yesterday, what report would you run to group the parts together sorted by mechanic. And, if you already processed your Part Transactions for yesterday, would you run a different report?

The answer: Print, Standard Reports and run Part Trans- Open (or Part Trans- Closed if processed) where the Transaction Code is "IS" (or "IX" if processed) and the date is "Yesterday". Sort by the Originator so that all the check outs for each mechanic are together.

CPMS Quiz

For \$100

If you are using the CPMS Guest functions and one of your users enters a Work Requests which is "not your job", or of such a low priority it will never be done, or something which has already been satisfactorily completed, etc., what action should you take in CPMS to deny the Work Request?

Dennis Fleming
IISCO

101 High Circle, Suite 8G
Myrtle Beach, SC 29572
Cell: 570 351-5290
E-mail: iisco@ptd.net
www.TheBestCMMS.com