

# CPMS Newsletter

## “As the Wrench Turns”

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### A few more mysteries which are solved in CPMS

One of the common traits in computer software engineers (programmers) is they like to solve problems. If not, they usually find another occupation. When asked how you can do this or that by one of our CPMS users we enjoy:

- 1) Making sure we understand the question
- 2) Looking in the program and see if there is a quick answer
- 3) If not, find a more thorough solution or, in some cases, show them how to accomplish what they want using a slightly different approach
- 4) And lastly, determine if a change or new feature is needed in CPMS which will resolve their issue.

Once again, it is more valuable for us to use recent examples from actual customers. The questions we selected are:

- How to handle purchasing two parts at the same time with the same part number but with two different prices.
- How to flag PM's that were missed last week on this week's PM work card.

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- A User is unable to log back into CPMS again. The error message is “User Ident already logged in on...”

### Order the same part with two different prices at the same time!?

Prices change and usually increase, so if part ABC was \$100 last month and is now \$150 that is understandable. But what if your supplier says he only has one part today and needs to go back to the manufacturer to get the second part? You must pay his shipping and any expedite charges.

When you add a purchase order you can enter the same part on two different lines but not for the same equipment number. CPMS uses the part number and equipment number to determine a unique line item.

**Your Company Name  
PURCHASE ORDER**

Mail to: Dennis Fleming 101 High Circle, Suite 8G Myrtle Beach, SC 29572 570 351-5290 Fax: 570 351-5290  
 Ship to: Dennis Fleming 101 High Circle, Suite 8G Myrtle Beach, SC 29572 570 351-5290 Fax: 570 351-5290  
 PO# 10575 Date 04/26/20  
 JOE FEWKES BODINE ELECTRIC MTR. 409 RT. 70 EAST SUITE 108 CHERRY HILL, NJ 80034  
 1-800-257-8240 Fax: Due Date 05/03/20 Terms F.O.B. VIA

Qty	Part Number	Account Nbr	Ordered For	Unit	Tax	Price	Extd Price
1	01-5041 VERT. TENSION SPRING	12345	B100 MIXER #1	EA	Y	\$150.00	\$150.00
Subtotal:							\$150.00
Tax							\$11.81
S & H							\$55.00
Total:							\$216.81

THIS PART WAS PURCHASE DIRECTLY FROM THE MANUFACTURER AND THERE WHERE ADDITIONAL SHIPPING CHARGES

We suggest that you use a different PO number for the second order for the same part so that you can show the additional shipping charges. And use the Note field on the Purchase Order screen form to explain why the same part cost a lot more. The Note field at the bottom of the PO (above) says, "THIS PART WAS PURCHASE DIRECTLY FROM THE MANUFACTURER AND THERE WHERE ADDITIONAL SHIPPING CHARGES"

The unit price which you show for your parts should be "unencumbered". If the unit price is usually \$100 and then you need to expedite the part and pay \$55 shipping, the unit price should still be \$100. You will see the shipping costs in your purchasing reports.

CPMS is a great management tool for all your PM and Inventory Control requirements; however it is not an accounting system. Another CMMS program boasted that when they receive parts they spread the cost, tax, shipping, and any other charges, evenly across all the parts on hand with that part number. We feel that this is distorting the cost of the part and makes it more difficult to track price history. Don't "corrupt" the unit price as a result of unusual circumstances. However, if all of your orders seem to be expedited then you have lost control of your inventory.

Wouldn't it be great if your supplier stocked all of your parts and could get them to you immediately!

## Are PM's missed this week highlighted on next week's PM Work Card?

When you process your PM work cards and mark the status as either "I" Incomplete or "X" Not Done, the PM task is rescheduled for next week (unless it is a weekly PM). In addition, the Last Done date is not updated in the Master Schedule.

January 26, 2018 **Detail Preventive Maintenance Work**  
 4:00 PM From 01/17/18 To: 01/23/18

100% PM FOR OUR CUSTOMER! MAKE SURE ALL TOOLS, PARTS AND SUPPLIES I TO BE ACCOUNTED FOR BEFORE MACHINE IS TURNED OVER TO PRODUCTION! K THE SHOP CLEAN FOR INSPECTION AT ALL TIMES!

EQUIPMENT	SCHEDULED	EMPLOYEE	SKILLS	PR	DATE FINISHED
4-3-512 C1 CONVEYOR	01/17/18	CREW,	1	2	16:00
MONTHLY					Due Date: 12/20/17
1 CHECK ALL WEAR STRIPS					
2 CHECK BEARINGS, SPROCKETS, AND SET SCREWS					
3 CHECK ALL TRANSFERS FOR PROPER HEIGHT AND MOUNTING					
4 CHECK ALL GUARDS					
5 CLEAN MOTOR FAN					
6 CHECK GEARBOX FOR OIL LEAKS AND LEVEL					
7 CHECK ALL ELECTRICAL CORDS, CONDUIT AND SEALTITE FOR DAMAGE					
8 CHECK CONDITION OF WINDWAY CHAIN AND LUBRICATE					
9 OIL DRIVE CHAINS					
4-3-514 C2 CONVEYOR	01/17/18	CREW,	1	2	16:00
MONTHLY					Due Date: 01/17/18
1 CHECK ALL WEAR STRIPS					
2 CHECK BEARINGS, SPROCKETS, AND SET SCREWS					
3 CHECK ALL TRANSFERS FOR PROPER HEIGHT AND MOUNTING					
4 CHECK ALL GUARDS					

In the work card example shown above the two monthly PM tasks are scheduled to be done on 1/17/18. The first one has a Due Date of 12/20/17 which means it wasn't completed last month and the second one has a Due Date of 1/17/18 which means it is on schedule.

Don't forget that when processing your PM work cards and you mark a PM as Incomplete you can popup the individual PM Duties and schedule just those that were missed as a Residual PM Tasks work order.

Select up to 20 Residual PM Tasks

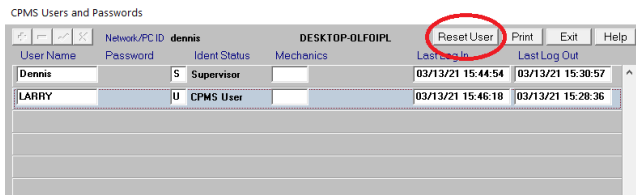
1. INSPECT AND NOTE ANY MAINT NEEDS.
2. CHECK CHAIN CLEANING BRUSHES FOR CORRECT OPERATION. CLEAN AREA.
3. CHECK CONDITION OF CENTER GUIDE ALIGNER DURING OPERATION.
4. RECORD GAS METER READING EVERY SATURDAY
5. INSPECT CONDITION OF ALL CENTER GUIDES, GRIDS, ECT.
6. CHECK TAKE UP PRESSURE SETTING 30-35 PSI. RECORD SETTING \_\_\_\_\_
7. CHECK FOR ANY METAL TO METAL WEAR REPAIR AS REQUIRED.
8. CHECK TAKE UP CURVE. OIL SLIDING TUBE SECTIONS & ROLLERS. WIPE UP EXCE
9. CHECK FOR BROKEN - CRACKED GLASS, CERAMIC OR PLASTIC REPAIR AS NEEDED

## What if a user is unable to log back into CPMS?

Only if you have Supervisor status in the CPMS Users and Passwords menu are you able to log into CPMS if you are already logged in. If you have a status of CPMS User, Mechanic or Guest user, when you attempt to log in you will see the error below:



In some networks you may be logged out of Windows if your PC has been idle for more than “X” minutes. Your IT administrator can let you know the value of “X”. As a safeguard, you should exit from CPMS when you are away from your PC. If Windows logs you out you may still be shown as logged into CPMS in the Users and Passwords table and you will need to contact someone with Supervisor status.



Therefore, if “Larry” is unable to log into CPMS because he is shown as already logged in, go to Supervisor, Other Utilities, User/Passwords, Logged in Users, highlight Larry’s row and click the Reset User button.

## And the Winner is...

Ken Redden from Klosterman Bakeries received half credit for his answer to our last quiz.

The question was: What are the two steps to list all of the equipment which has no PM Duties?

And the answer is: First you need to check what equipment is marked as In Service but not in the

Master Schedule. There should be some PM on all equipment which is In Service. Next you can list any equipment which is in the Master Schedule but has no PM Duties. These are the first two selections in Supervisor, Data Base Analyzer, and Self Audit.

### Self Audit

- ... Equipment not in the Master Schedule
- ... Master Schedule entries with no PM Duties
- ... Mechanic Handbook entries not in the Master Schedule
- ... Duplicate use of Task Description Idents
- ... Equipment Failures but no PM in Master Schedule

## CPMS Quiz

### For \$100

In reviewing your Parts Inventory you find that two different part numbers are really the same part. Each number has a substantial amount history. How would you go about combing all the data for both parts into one part number? And, what part references might have to be changed in order to merge two part numbers into one?

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*Dennis Fleming*  
IISCO

101 High Circle, Suite 8G  
Myrtle Beach, SC 29572  
Cell: 570 351-5290  
E-mail: [iisco@ptd.net](mailto:iisco@ptd.net)  
[www.TheBestCMMS.com](http://www.TheBestCMMS.com)