

CPMS Newsletter

“As the Wrench Turns”

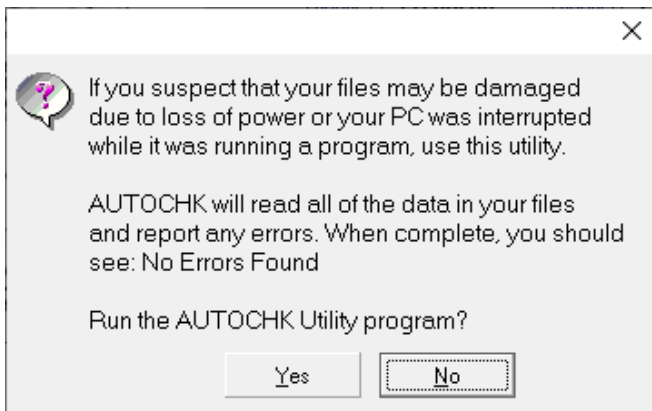
Volume 27, Issue 2

July 2021

Important Utilities to find and correct data base errors

You know the importance of trying to have your data base correct, current and complete. There's rarely enough time to come back later and complete those portions that you may have missed.

The Self Audit utility will show you errors and omissions in your CPMS files. The Check Data Base Integrity utility will show you where there is actually file damage.



When this utility program completes, you will see:



This utility creates a log file in the CPMS folder named:

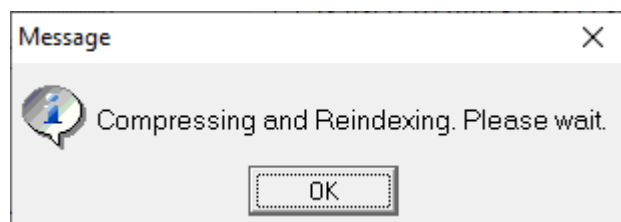
AUTOCHK.LOG

If errors were encountered, you will want to email us this file and then we will provide the best course of action.

We recommend that you run the Compress and Backup utility every week.

Although Autochk reads every row of data in your data base, the Compress utility creates a new, smaller copy of your files and also builds a new index file which is used to quickly access your data.

You need to be the only CPMS user when running the Compress utility. You will see:



CPMS will exit, your screen will go blank, and then it will return to CPMS when completed. Please note that if there are errors in the CPMS files, and you are using an older version of the program, you may not be returned to CPMS. The current version of CPMS is 4.49

The Compress Utility creates a log file in the CPMS folder named:

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COMPRESS.TXT

If data base errors are encountered, you will want to email us this file so we can determine where the problem occurred and what you should do.

Work Orders

On the CPMS Main Menu, if you choose Add, Work Orders, you will see an empty Work Order screen as shown below.

You need to enter the equipment number, date, work description, employee, estimated time, etc. More than a dozen fields... that is a lot of data to add. There must be an easier way. And there is. Over the years, a lot of work has gone into making managing your Work Orders as simple as possible. Fewer key strokes and mouse clicks.

The easiest time to add Work Orders (repairs needed or done) is when processing your PM work cards each week. Just click the "Additional Work/Notes" button at the top of the PM Tasks screen. Except for Work Description, the program knows the value of all the other entries.

✕

1 Work Performed in Addition to PM

2 Needs Repair

3 Enter Equipment Note for this PM

All of the entries are automatically filled in. You only need to enter the Work Description and click Print if you need a hard copy of the Work Order (see below). If the work has been completed, click "Close Work Order Now" and it is saved in work order history.

Making your job easier is our job!

July 29, 2021 Work Order Work Card Page 1 of 1
Intl Info Services
11:55 AM

- After the PM, initial the following items when completed:
1. All machine guards are in place _____
 2. All tools and rags are accounted for _____
 3. All used parts and hardware are accounted for _____
 4. This is the fifth line
 - 5

EQUIPMENT	SCHEDULED	EMPLOYEE	SKILLS	PR	TIME	START	ORIGINATOR & DATE	DATE DONE	START REPAIR	TIME
BM4-405	07/29/21	ANDRADAE, SILVA	M	3	0:00	Mesh	07/29/21			
OVEN										
WORK ORDER							R0003043			

Required Parts (if any)

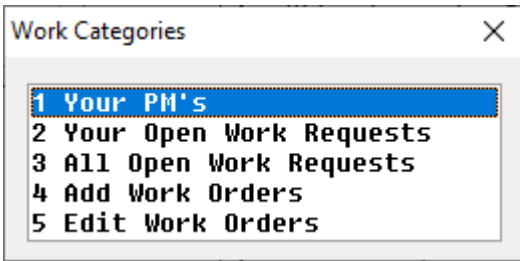
Description of Work Performed: _____

Parts Used in Addition to those Specified: _____

Additional Comment: _____

Sign Off _____ Date: _____ Originator: _____ Date: _____

As a mechanic guest user, select Work Categories and then “Your PM’s”

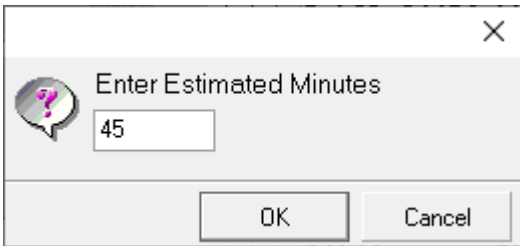


PM Tasks

Work Done or Needs Repair

DRY PROOFER			ANDRADAE			WEEKLY			
Status	Minutes	Equipment	Employee	Task Date	O/T Min	Task	Priority	Account Nbr	Comment
C	60	B137	483	11/10/16	0	B	2	12345	(Memo)
C	15	B138	483	11/12/16	0	B	2	12345	(Memo)
C	15	B139	483	11/12/16	0	B	2	12345	(Memo)
C	30	B141	483	11/12/16	0	B	2	12345	(Memo)
C	30	B144	483	11/12/16	0	B	2	12345	(Memo)
C	30	B146	483	11/12/16	0	B	2	12345	(Memo)
C	30	B147	483	11/12/16	0	B	2	12345	(Memo)
C	30	B151	483	11/12/16	0	B	2	12345	(Memo)
C	30	B153	483	11/12/16	0	B	2	12345	(Memo)
C	30	B154	483	11/12/16	0	B	2	12345	(Memo)
C	30	B170	483	11/12/16	0	B	2	12345	(Memo)

Highlight the row for the equipment that needs repair and click the “Work Done or Needs Repair” button. Choose Needs Repair and enter the estimated minutes.



Work Orders (Open)

Equipment Number: B137 DRY PROOFER Task Number: R0003052

Description Ident: WO WORK ORDER Duration: 45

Task Date: 7/31/2021 Saturday Time: 0.00 Priority: 3 Needs

Status: Needs Originator/Date: Mech 11/10/16

Work Description: REPLACE MOTOR

Skills:

Employee Number, Name	Time/Cost	Overtime/Cost	Account Nbr	Comment
M 483 ANDRADAE	45 \$7.63	0 \$0.00	12345	

Having your mechanics process their own PM work cards is a great way for them to add work orders and a lot less work for the PM planner.

And the Winner is...

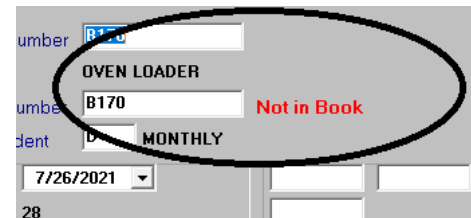
There were no replies to the last CPMS newsletter Quiz.

The question was, “In reviewing your Parts Inventory you find that two different part numbers are really the same part. How would you go about combining all the data for both parts into one part number?”

Go to Supervisor, Change Key Column, choose Parts Inventory and enter the part number to be merged into a second part number. All rows for the first number will be changed to the second number unless it will create a duplicate entry.

CPMS Quiz

For \$100



When adding to the Master Schedule, what does this message mean?

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