Jb
JobOps base

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The Power of Partnership℠

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JOBOPS: ENHANCEMENTS
2013 R2
USER GUIDE
LAST REVISED 2013

INTRODUCTION

This user guide provides information on new features released in version 2013 R2.

DESCRIPTION OF ENHANCEMENTS

- Overhead tracking: Enhancement 1-5458

- Customer Memos: Enhancement 1-4284

- Work Ticket Memos: Enhancement 1-4677

- Equipment Asset Memos: Enhancement 1-4283

- Service Agreement Memo

- Service Ticket Creation – Adding Parts: Enhancement 1-5970

- Technician Dashboard - Refresh: Enhancement 1-5899

- Technician Dashboard – Misc Time: Enhancement 1-5954

The customizations are described in more detail on the following pages.

OVERHEAD: ACCOUNTS PAYABLE / LABOR / PARTS

WORK TICKET CLASS MAINTENANCE: OVERHEAD TAB

A new tab has been added to Work Ticket Class Maintenance, Overhead. This tab assigns overhead Types, Rates/Amounts and the general ledger accounts for overhead being applied to Accounts Payable Invoices and parts.

Work Ticket Class	MA	Description	MAKE TO ORDER - AMOUNT

1. Main	2. Invoicing	3. Accounting	4. User Defined	5. Warranty/Serial	6. Overhead

Accounts Payable

Calculate Overhead	☑
Overhead Type	Amount
Overhead Amount	3.230
Overhead Account	595-00-000 🔍 Allocated Overhead

Parts

Calculate Overhead Default	☑
Overhead Type	Unit Rate
Unit Rate Amount	7.540
Overhead Account	595-00-000 🔍 Allocated Overhead

Accounts Payable:

Calculate Overhead: Activate this checkbox to calculate overhead costs to Accounts Payable Invoices that are associated with a work ticket. Overhead will be applied to invoices which are created from AP Invoice data entry or from Manual Check entry.

Overhead Type: The overhead type can be defined as a Percent Rate or an Amount.

Percent / Amount: Assign a percentage rate to be applied to the extension amount of a line. This field is labeled Percent when Overhead Type has been assigned Percent.

Assign an amount to be applied to the line when the overhead type has been defined as Amount. The field name will be labeled Overhead amount.

Overhead Account: Assign the general ledger cost account that the overhead costs should debit. This is an Applied Overhead account and is the offset to the WIP posting. This account will be posted to during Accounts Payable Invoice update or Manual Check update.

Parts:

Calculate Overhead Default: Activate this checkbox to calculate overhead costs to work ticket components. When components are added to the work ticket the Overhead checkbox will be activated.

Overhead Type: The overhead type can be defined as a Percent Rate, Flat Rate or Unit Rate.

Percent / Flat Rate / Unit Rate: Assign a percentage rate to be applied to the extension amount of a line. This field is labeled Percent when Overhead Type has been assigned Percent. The calculation for the overhead cost is the cost extension multiplied by the assigned Percent Rate.

Assign an amount to be applied to the line when the overhead type has been defined as Flat Rate. The field name will be labeled Flat Rate Amount. The Flat Amount performs no calculation and is the same amount independent of Quantity Shipped and Unit Cost.

Assign a unit rate that will be applied to the line item. This is a calculation of the Quantity Shipped multiplied by the defined Unit Rate. The field will be displayed as Unit Rate Amount.

Overhead Account: Assign the general ledger cost account that the overhead costs should debit and is an Applied Overhead Account. This account will be posted to during the Daily Parts Usage update and is the offset to WIP.

***Important: If a Work Ticket Class is assigned to any open work tickets, the Overhead Type and its corresponding Rate field will be disabled. This is a measure to maintain overhead cost integrity.

WORK TICKET CLASS HARDCOPY PRINTING
Work Ticket Class Hardcopy printing has been modified to include overhead tab information.

Work Ticket Class Listing

JobOps 2013 R2 Company

Track Manufacturer Repair S/N?: N
Extended Warranty Expiration?: N
Service Parent Item:

A/P Overhead Parameters
Overhead: Y
Overhead Type: Amount
Amount: 3.23
Overhead Account: 595-00-000   Allocated Overhead

Parts Overhead Parameters
Default to Calculate Overhead: Y
Overhead Type: Unit Rate Amount
Unit Rate: 7.54
Overhead Account: 595-00-000   Allocated Overhead

ACTIVITY CODE MAINTENANCE

A new tab has been added to Activity Code Maintenance, Overhead. This tab assigns overhead Types, Rates/Amounts and the general ledger accounts for overhead being applied to labor and is an additional cost calculated separate of Burden.
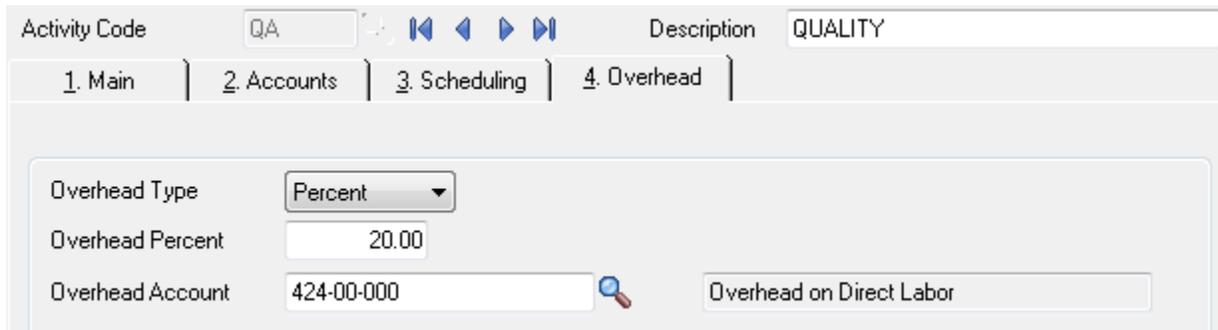
| Activity Code | QA | | Description | QUALITY |

1. Main | **2. Accounts** | **3. Scheduling** | **4. Overhead**

Overhead Type	Percent
Overhead Percent	20.00
Overhead Account	424-00-000		Overhead on Direct Labor

Overhead Type: The overhead type can be defined as a Percent or an Amount.

Percent / Amount: Assign a percentage rate to be applied to the activity code. This field is labeled Overhead percent when Overhead Type has been assigned Percent. The percent rate will be applied to the Employee Rate or Activity Code Standard Rate as determined by the work ticket class.

Assign an amount to be applied to the line when the overhead type has been defined as Amount. The field name will be labeled Overhead Amount.

Overhead Account: Assign the general ledger cost account that the overhead costs should debit. This account will be posted to during the cost recognition of the overhead costs during a Sales Journal update.

ACTIVITY CODE HARDCOPY PRINTING

Activity Code Hardcopy Printing has been modified to include overhead information.

Activity Code :	M001		
Description:	Machine 001		
Default Assigned To :			
Classification:	Machine		
Standard Cost /Hour:	65.58		
Burden Percent	25.55		
Bill To Misc . Item:			
Billing Description :			
Billing Rate /Hour:	0.00	Bill Rate Multiplier :	0.00
Add to Existing Billing Lines:		Detailed Charges :	N
Dept Worked In :	M1	Machine 001	
Default Earning Code :	01	REGULAR	
Labor Cost Account:	422-00-000	Direct Labor Costs	
Burden Cost Account :	423-00-000	Burden on Direct Labor	
Scrap Account :			
Sunday Hours :	0.00	Minimum Run Hours :	0.00
Monday Hours :	0.00	Plan Infinitely :	N
Tuesday Hours :	0.00		
Wednesday Hours :	0.00		
Thursday Hours :	0.00		
Friday Hours :	0.00		
Saturday Hours :	0.00		
Schedule Group :			
Overhead Type :	Percent		
Overhead Percent	55.45		
Overhead Account :	485-00-000	Overhead Costs	

APPLIED LABOR ACCOUNT MAINTENANCE

Applied Labor Account Maintenance has been modified, adding an Overhead Account. Enter the General Ledger account to be credited with the overhead cost posted to work tickets for employees associated with the department code.

Department No.	JT	JobOps
Labor Offset Account	546-JT-000	Allocated Payroll JobOps
Burden Offset Account	590-JT-000	Allocated Burden JobOps
Overhead Account	595-JT-000	Allocated Overhead JobOps

*** Important*** **The Overhead Account is a required field and must be updated prior to printing and updating the Daily Labor Register.**

APPLIED LABOR ACCOUNT HARDCOPY PRINTING

Applied Labor Account Hardcopy Printing has been modified to include overhead account information.

Applied Labor Account Listing

JobOps 2013 R2 Company

Department No :	JT	
Department Description :		
Labor Offset Acct :	546-JT-000	Allocated Payroll JobOps
Burden Offset Acct :	590-JT-000	Allocated Burden JobOps
Overhead Offset Acct :	595-JT-000	Allocated Overhead JobOps

WORK TICKET CREATION: PARTS OVERHEAD DEFAULT

When creating a work ticket manually or from a Work Ticket Template, the part Overhead checkbox will be assigned as defined by the Work Ticket Class's Calculate Overhead Default.

When creating a work ticket by copying from an open or historical work ticket, the overhead checkbox will default as defined by the part being copied.

SALES ORDER ENTRY: LINES

An Overhead checkbox and Overhead Cost field have been added to Sales Order Line Entry.

When the Work Ticket Class option, Calculate Overhead Default is activated, during the process of adding work ticket parts, the Calculate Overhead checkbox will be activated. This checkmark may be removed by the user if overhead should not be calculated for the part entered.

The Overhead checkbox will be disabled if the line item is set as a parent item, if the line item does not have a work ticket assigned to it or a chargeable work ticket item has been billed.

WORK TICKET ENTRY: PARTS ENTRY

An Overhead checkbox and Overhead Cost fields have been added to Work Ticket Parts Entry. When the Work Ticket Class option, Calculate Overhead Default is activated, during the process of adding work ticket parts, the Calculate Overhead checkbox will be activated. This checkmark may be removed by the user if overhead will not be calculated for the part entered.

Once a part has been issued, the Overhead checkbox field becomes disabled and cannot be modified unless the parts are unissued and the Qty Used field is 0.00.

Overhead Cost field is information only and the user will not have access to edit this field. The Overhead Cost field will populate when parts are issued.

	Item Code	Warehouse	CG	Overhead	Qty Reqd	Cost	Qty Used	Overhead Cost	Unit Pric
1	UOM AVERAGE	000	☑	☐	3.0000	198.50	.0000	.00	
2	UOM FIFO	000	☐	☑	6.0000	163.83	2.0000	8.20	
3	UOM LIFO	000	☐	☑	2.0000	202.37	.0000	.00	
4	UOM LOT	000	☐	☐	8.0000	171.26	.0000	.00	
5	UOM STANDARD	000	☐	☐	3.0000	86.50	.0000	.00	
6	*SPECIAL		☐	☑	2.0000	2.15	.0000	.00	
7	/ROG SALES		☐	☐	3.0000	16.55	.0000	.00	
8			☐	☐	.0000	.00	.0000	.00	

Overhead Cost Calculations for Parts

Flat Rate: Flat Rate is an assigned cost that is assigned per line item. The same rate is costed independently of the item's cost or shipped quantity.

Percent: Overhead cost is calculated from the item's cost extension (Unit Cost * Quantity Shipped) * Percentage Rate

Unit Rate: Overhead cost is calculate by the defined Unit Rate * Quantity Shipped

Dynamic Inventory Transactions: Overhead Flat Rate

A new transaction type, OA (Overhead Allocation) has been created for overhead type of Flat Rate.   The OA transaction will be created when an items Qty Issued is no longer 0.00.

If additional quantities are issued, no new OA record will be created nor will the existing record be modified.

If the Quantity issued is reduced to 0, a new OA record will be created for a negative amount, backing out the overhead costs, for no quantities have bow been issued.

Activity	PI	Product Issue								
Step	001	Step 001 - UOM items WT Entry								

Item Code	UOM FIFO			FIFO Costed Items			U/M	CASE
Whse Code	000	WESTERN WAREHOUSE			Parts Cost			327.660
Promise Date	9/23/2013		Qty Required	6.0000	Overhead Cost			8.200
Chargeable	☐ Overhead ☑		Qty Used	2.0000	Total Cost			335.860

G/L Acct	980-00-000	Work In Process: PARTIAL BILLINGS	Invoice No	

Trans Date	Time	Who	Whs	Type	Src	Reference	Quantity Used	Unit Cost	Overhead	Total Cost
11/11/2013	03:17 PM	SSS	000	II	SO	ID5458	2.0000	16.383	.000	327.660
11/11/2013	03:17 PM	SSS	000	OA	SO	ID5458	.0000	.000	8.200	8.200

The Quantity Used and Unit Cost will be 0.00 for the OA transaction and only reflects the flat rate overhead cost.

DATA COLLECTOR

- The tab delimited file has been modified for Parts import and accommodates the assigning of Y or N for calculation of overhead on parts. Add Y to the last column of the import file to calculate overhead on parts and N for no overhead on parts.

- Overhead costs cannot be imported.

- If the overhead column is left blank it will assign overhead as assigned by the work ticket class default for Parts Overhead.

- Rules for issuing quantities to existing lines has been modified. The calculate overhead value in the import file must match that of the existing work ticket component. If the calculate overhead value is different a new line will be created.

Edit Transaction Records: Parts Transactions

An Overhead checkbox has been added for Parts Transactions. This is an editable field that can be modified. The overhead costs will not be displayed are calculated during the Update process.

	Trans Date	WorkTicket No	Item Code	Warehouse	Overhead	Qty Required	Qty Used
2	11/1/2013	ID5458-001-005	SO FIFO	000	☐	3.0000	3.0000
3	11/1/2013	ID5458-001-005	SO LIFO	000	☑	3.0000	3.0000
4	11/1/2013	ID5458-001-005	SO LOT	000	☑	3.0000	3.0000
5	11/1/2013	ID5458-001-005	SO STANDARD	000	☐	3.0000	3.0000
6	11/1/2013	ID5458-001-005	/SO MISC		☐	3.0000	3.0000
7	11/1/2013	ID5458-001-005	*SPECIAL		☑	3.0000	3.0000
8	11/1/2013	ID5458-002-005	SO AVE	000	☐	2.0000	2.0000
9	11/1/2013	ID5458-002-005	SO FIFO	000	☐	2.0000	2.0000
10	11/1/2013	ID5458-002-005	SO LIFO	000	☑	2.0000	2.0000
11	11/1/2013	ID5458-002-005	SO LOT	000	☐	2.0000	2.0000
12	11/1/2013	ID5458-002-005	SO STANDARD	000	☑	2.0000	2.0000
13	11/1/2013	ID5458-002-005	/SO MISC		☑	2.0000	2.0000
14	11/1/2013	ID5458-002-005	*SPECIAL		☐	3.0000	3.0000
15	11/1/2013	ID5458-003-025	SO AVE	000	☑	4.5000	2.7500
16	11/1/2013	ID5458-003-025	SO FIFO	000	☑	4.5000	1.8700
17	11/1/2013	ID5458-003-025	SO LIFO	000	☐	4.5000	3.2100
18	11/1/2013	ID5458-003-025	SO LOT	000	☑	4.5000	4.5000
19	11/1/2013	ID5458-003-025	SO STANDARD	000	☐	4.5000	5.8700
20	11/1/2013	ID5458-003-025	/SO MISC		☑	4.5000	7.4500

TIME TRACKER: PARTS USAGE

An overhead checkbox (O/V) has been added to the Time Tracker Parts Usage panel.

The O/V checkbox will be disabled and cannot be edited if issuing parts that exist on the work ticket.

The O/V checkbox is enabled when adding a new part to the work ticket. The O/V checkbox will default in a value based on the WT Class option – Parts Calculate Overhead Default. The user can modify the default value.

DAILY RECEIPTS REGISTER / UPDATE

The Daily Receipts Register has not been modified and will not print the calculated overhead costs for items that are linked to work tickets and the Overhead checkbox is activated for the item being received.

The Daily Receipts update will update the calculated overhead costs for work ticket components that are issued to the Daily Parts Usage Register and to the work ticket.

MAKE TO STOCK: SUBALLOCATION REGISTER

When invoicing make to stock work tickets where the parent items will be automatically issued to another work ticket, the overhead option for that component will be evaluated and overhead will be calculated at the time the part is issued.

ACCOUNTS PAYABLE: INVOICE DATA ENTRY

Overhead cost will be calculated for line items which have been distributed to work tickets only **and** the work ticket class has been designated to calculate overhead on AP invoices.

The Overhead Cost field is display only. The user has no access to enter, modify or delete the overhead cost amount.

	G/L Account	Amount	Overhead	Comment	W/T No.
1	425-00-000	11.05	.00	Office delivery expenses	
2	495-00-000	14.05	3.23	H5458 -001-005	H5458-001-005
3	495-00-000	9.17	2.29	H5458 -002-005	H5458-002-005
4	495-00-000	13.75	3.23	ID5458 -001-002	ID5458-001-002
5	495-00-000	12.96	.00	ID5458 -002-002	ID5458-002-002
6	495-00-000	13.22	3.31	ID5458 -003-010	ID5458-003-010
7		.00	.00		

Vendor No. 01-ONTIME

Name ON TIME DELIVERY SERVICE

Invoice No. SEPT132013

1. Header   2. Lines

Quick Row   7   History W/T

Description

Customer Name

Step Description

In History?

Distribution Balance   0.00   Total   74.20

ACCOUNTS PAYABLE: INVOICE REGISTER

The Invoice Register will print the Overhead Costs for each line entry for work tickets.

ONTIME	ON TIME DELIVERY SERVICE			Separate Check: No	
SEPT132013					

```
     9/13/2013    9/13/2013                         74.20                              0.00
     G/L Account: 425-00-000                                                                          11.05
                  Freight Expense
                                          Comment: Office delivery expenses
     G/L Account: 495-00-000                 Cost Account:     495-00-000                              14.05
                  Cost Variance - Work Ticket                  Cost Variance - Work Ticket
              WT: H5458-001-005                            Overhead:     3.23
                                          Comment: H5458 -001-005
     G/L Account: 495-00-000                 Cost Account:     495-00-000                               9.17
                  Cost Variance - Work Ticket                  Cost Variance - Work Ticket
              WT: H5458-002-005                            Overhead:     2.29
                                          Comment: H5458 -002-005
     G/L Account: 114-PB-000                 Cost Account:     495-00-000                              13.75
                  Work In Process: PARTIAL BILLINGS          Cost Variance - Work Ticket
              WT: ID5458-001-002                           Overhead:     3.23
                                          Comment: ID5458 -001-002
     G/L Account: 114-PB-000                 Cost Account:     495-00-000                              12.96
                  Work In Process: PARTIAL BILLINGS          Cost Variance - Work Ticket
              WT: ID5458-002-002                           Overhead:     0.00
                                          Comment: ID5458 -002-002
     G/L Account: 114-PB-000                 Cost Account:     495-00-000                              13.22
                  Work In Process: PARTIAL BILLINGS          Cost Variance - Work Ticket
              WT: ID5458-003-010                           Overhead:     3.31
                                          Comment: ID5458 -003-010
```

ACCOUNTS PAYABLE: DAILY TRANSACTION REGISTER

The Daily Transaction Register debits the Work In Process (WIP) account for the overhead amount when posting to open work tickets and offsets the credit amount to the Overhead Account assigned in the Work Ticket Class. When posting overhead to historical work tickets, the debit account is determined by the Work Ticket Class option History Postings to Variance Account.

Debit WIP Account / Variance / COGS

114-PB-000	Work In Process: PARTIAL BILLINGS	3.23
	01ONTIME/IN: SEPT132013 ID5458 -001-002	
114-PB-000	Work In Process: PARTIAL BILLINGS	13.75
	01ONTIME/IN: SEPT132013 ID5458 -001-002	
114-PB-000	Work In Process: PARTIAL BILLINGS	12.96
	01ONTIME/IN: SEPT132013 ID5458 -002-002	
114-PB-000	Work In Process: PARTIAL BILLINGS	3.31
	01ONTIME/IN: SEPT132013 ID5458 -003-010	

Credit Overhead Account

595-00-000	Allocated Overhead	3.23
	01ONTIME/IN: SEPT132013 ID5458 -001-002	
595-00-000	Allocated Overhead	3.31
	01ONTIME/IN: SEPT132013 ID5458 -003-010	

ACCOUNTS PAYABLE: A/P INVOICE HISTORY INQUIRY

A/P Invoice History Inquiry will not display the calculated overhead costs.

ACCOUNTS PAYABLE: MANUAL CHECK ENTRY

When creating an invoice from Manual Check Entry and distributing amounts to work tickets, if the Overhead Calculation is activated for the WT Class, overhead will be calculated.

The Work Ticket Distribution panel will contain an overhead field, however it is disabled and for review only.

ACCOUNTS PAYABLE: MANUAL CHECK REGISTER

The Manual Check Register will print the overhead amount.

SERVICE TICKET BILLING ENTRY: EXPENSE

The Unit Cost that is updated from the Process Direct Charges feature includes the overhead amount if it was calculated during AP Invoicing.

Work Ticket Inquiry: Direct Cost

Expense Entry

When manually entering in expenses, overhead costs will not be calculated.

DIRECT TIME ENTRY

Direct Time Entry has not been modified to display the overhead costs during data entry. The user will be able to view the overhead costs from Work Ticket Entry / Inquiry from the Labor tab.

The user can now sort the entered data by clicking on the column titles, the data can be sorted by work ticket, Activity, Hours, EC, Description of Work Performed or the O/T column.

An arrow displays in the column that was selected for sorting and will point down when sorted in descending order and will point up when displaying in ascending order.

TIME TRACKER ENTRY

Time Tracker Entry has not been modified to display overhead costs during data entry.

DATA COLLECTOR

Data Collector has not been modified to display overhead costs.

SERVICE TICKET BILLING

Service Ticket Billing – Labor has not been modified to display overhead costs.

TECHNICIAN DASHBOARD

Technician Dashboard – Labor has not been modified to display overhead costs.

DAILY LABOR REGISTER/UPDATE

The Daily Labor Register does not have a unique column for overhead costs, however, the Total Cost column is a sum of the Labor cost, Burden cost and Overhead Cost.

The G/L Summary for Cost includes the total overhead costs calculated and posts to the GL account as defined in Applied Labor Account Maintenance.

Daily Labor Register

REGISTER NO: JT-0031

TRX DATE: 10/18/13   W/T CLASS MF - MAKE TO ORDER - FLAT

EMPLOYEE	EMPLOYEE NAME	WORK TICKET	REG HRS	O/T HRS	REG LABOR	O/T LABOR	DIL HRS	TOTAL COST
BNON-	NO DETAIL: MACHINE							
P -PR	Employee , Payroll	H5458 -003-005	1.00	.00	25.55	.00	1.00	29.32
ACTIVITY CODES TOTALS			1.00	.00	25.55	.00	1.00	29.32
W/T CLASS TOTALS			1.00	.00	25.55	.00	1.00	29.32

G/L SUMMARY FOR MF

ACCT	DESCRIPTION	DEBIT	CREDIT
495-00-000	Cost Variance - Work Ticket	29.32	
546-PR-000	Allocated Payroll Co		25.55
590-PR-000	Allocated Burden		.77
595-PR-000	Allocated Overhead Payroll		3.00
		29.32	29.32

The overhead costs will be included in the total WIP posting (debit) or total COGS posting (debit), as assigned by the work ticket class when the work ticket is open.

The overhead costs will post to the work ticket history variance account or COGS account as defined by the work ticket class when the time is being updated to a historical work ticket.

The overhead costs will be credited to the Overhead Account as defined in Applied Labor Account Maintenance.

Source Journal	Account Number	Account Description / Posting Comment	Debit	Credit
JT-000031	114-00-000	Work In Process	5.78	
		DAILY LABOR UPDATE - WT: 0001675-001		
	423-00-000	Burden on Direct Labor	32.55	
		AC:QAEM:P-PR WT:H5458-002-005		
	424-00-000	Overhead on Direct Labor	6.51	
		AC:QAEM:P-PR WT:H5458-002-005		
	433-00-000	Burden on R & M Direct Labor	3.26	
		AC:QAEM:P-PR WT:H5458-002-005		
	495-00-000	Cost Variance - Work Ticket	25.55	
		AC:PIEM:P-PR WT:H5458-001-005		
	495-00-000	Cost Variance - Work Ticket	13.00	
		AC:PIEM:P-PR WT:H5458-001-005		
	495-00-000	Cost Variance - Work Ticket	11.25	
		AC:PIEM:P-PR WT:H5458-001-005		
	495-00-000	Cost Variance - Work Ticket	25.55	
		AC:BNONEM:P-PR WT:H5458-003-005		
	495-00-000	Cost Variance - Work Ticket	0.77	
		AC:BNONEM:P-PR WT:H5458-003-005		
	495-00-000	Cost Variance - Work Ticket	3.00	
		AC:BNONEM:P-PR WT:H5458-003-005		
	546-PR-000	Allocated Payroll Co		5.25
		AC:SHPGEM:P-PR WT:0001675-001-005		
	546-PR-000	Allocated Payroll Co		25.55
		AC:PIEM:P-PR WT:H5458-001-005		
	546-PR-000	Allocated Payroll Co		25.55
		AC:BNONEM:P-PR WT:H5458-003-005		
	546-PR-000	Allocated Payroll Co		32.55
		AC:QAEM:P-PR WT:H5458-002-005		
	590-PR-000	Allocated Burden		0.53
		AC:SHPGEM:P-PR WT:0001675-001-005		
	590-PR-000	Allocated Burden		13.00
		AC:PIEM:P-PR WT:H5458-001-005		
	590-PR-000	Allocated Burden		0.77
		AC:BNONEM:P-PR WT:H5458-003-005		
	590-PR-000	Allocated Burden		3.26
		AC:QAEM:P-PR WT:H5458-002-005		
	595-PR-000	Allocated Overhead Payroll		11.25
		AC:PIEM:P-PR WT:H5458-001-005		
	595-PR-000	Allocated Overhead Payroll		3.00
		AC:BNONEM:P-PR WT:H5458-003-005		
	595-PR-000	Allocated Overhead Payroll		6.51
		AC:QAEM:P-PR WT:H5458-002-005		
		Journal 000031 Totals:	127.22	127.22

PERIODIC LABOR REGISTER/UPDATE

The Periodic Labor Register does not print the overhead calculations.

PERIODIC LABOR UPDATE - OVERTIME ALLOCATION REGISTER (BATCH: OR-0033)
WEEK ENDING: 10/20/13   OVERTIME ALLOCATED USING THE DIRECT METHOD   EXEMPT O/T: STRAIGHT

WORK TICKET	CLS	ACTV	REG HRS	O/T HRS	CALC OT	LBR ADJUST	BURDEN ADJ	REG HRS	O/T HRS	OTH HRS	REG HRS	CALC OT
					WORK TICKET INFORMATION			PAYROLL INFORMATION			LOGGED HOURS	
P -PR	Payroll	Employee										
0001675-001-005		SHPG	.70	.00	.00	.00	.00					
H5458 -001-005		PI	1.00	.00	.00	.00	.00					
H5458 -002-005	MP	QA	1.00	.00	1.00	32.55	3.26					
H5458 -003-005	MF	BNON	1.00	.00	1.00	12.78	.38					
ID5458 -001-001	MA	PI	.50	.00	.50	6.38	.00					
ID5458 -001-003	MA	BNON	2.60	.00	2.60	33.22	1.00					
ID5458 -001-004	MA	QA	1.00	.00	1.00	32.55	3.26					
ID5458 -003-005	MP	PI	.50	.00	.50	6.38	.00					
ID5458 -003-020	MP	QA	1.00	.00	1.00	32.55	3.26					
ID5458 -004-001	MF	PI	.50	.00	.50	6.38	.00					
ID5458 -004-004	MF	QA	1.00	.00	1.00	32.55	3.26					
S000003-001-001		RPR	13.30	.00	.00	.00	.00					
EMPLOYEE TOTALS			24.10	.00	9.10	195.34	14.42	15.00	9.11	8.00		

POSTING RECAP -   195.34   14.42   15.00   9.11   8.00

CLASS	ACTIVITY	LBR ADJUST	BURDEN ADJUST
MA	BNON	33.22	1.00
MA	PI	6.38	.00
MA	QA	32.55	3.26
MF	BNON	12.78	.38
MF	PI	6.38	.00
MF	QA	32.55	3.26
MP	PI	6.38	.00
MP	QA	65.10	6.52
RECAP TOTALS		195.34	14.42

The Daily Transaction Register will reflect any overhead costs calculated for overtime.

Postings For: 10/18/2013

Source Journal	Account Number	Account Description /Posting Comment	Debit	Credit
OR-000033	423-00-000	Burden on Direct Labor	32.55	
		PERIODIC LABOR UPDATE - WT:H5458-002		
	424-00-000	Overhead on Direct Labor	6.51	
		PERIODIC LABOR UPDATE - WT:H5458-002		
	433-00-000	Burden on R & M Direct Labor	3.26	
		PERIODIC LABOR UPDATE - WT:H5458-002		
	495-00-000	Cost Variance - Work Ticket	13.16	
		PERIODIC LABOR UPDATE - WT:H5458-003		
	546-PR-000	Allocated Payroll Co		45.33
		PERIODIC LABOR UPDATE - WT:H5458-002		
	590-PR-000	Allocated Burden		3.64
		PERIODIC LABOR UPDATE - WT:H5458-002		
	595-PR-000	Allocated Overhead Payroll		6.51
		PERIODIC LABOR UPDATE - WT:H5458-002		
		Journal 000033 Totals:	55.48	55.48
		Source OR Totals:	55.48	55.48
		10/18/2013 Totals:	55.48	55.48

Postings For: 10/19/2013

Source Journal	Account Number	Account Description /Posting Comment	Debit	Credit
OR-000033	114-PB-000	Work In Process: PARTIAL BILLINGS	180.32	
		PERIODIC LABOR UPDATE - WT:ID5458-001		
	546-PR-000	Allocated Payroll Co		150.01
		PERIODIC LABOR UPDATE - WT:ID5458-001		
	590-PR-000	Allocated Burden		10.78
		PERIODIC LABOR UPDATE - WT:ID5458-001		
	595-PR-000	Allocated Overhead Payroll		19.53
		PERIODIC LABOR UPDATE - WT:ID5458-001		
		Journal 000033 Totals:	180.32	180.32
		Source OR Totals:	180.32	180.32

SALES ORDER INVOICE DATA ENTRY

Sales Order Invoice Data Entry has been modified for overhead.

Work Ticket Billing Selection

Work Ticket Billing Selection has been modified for work ticket classes which have Flat Rate overhead.

When the work ticket has components which are linked to purchase orders and have not been received complete, the Yes option to Bill Complete? will not be available. The OA transaction must be created for items that are linked to purchase orders prior to invoicing the work ticket complete.

Work Ticket	Description	Bill Complete?	Quantity
001-000	Make to Order Parent item	▼	1.0000
		No	
		Skip	

Invoice Data Entry

The Overhead checkbox and Overhead Cost fields will be displayed in invoice data entry, however, the fields will be disabled.

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The Overhead Cost field will update accordingly if the shipped quantity is modified.
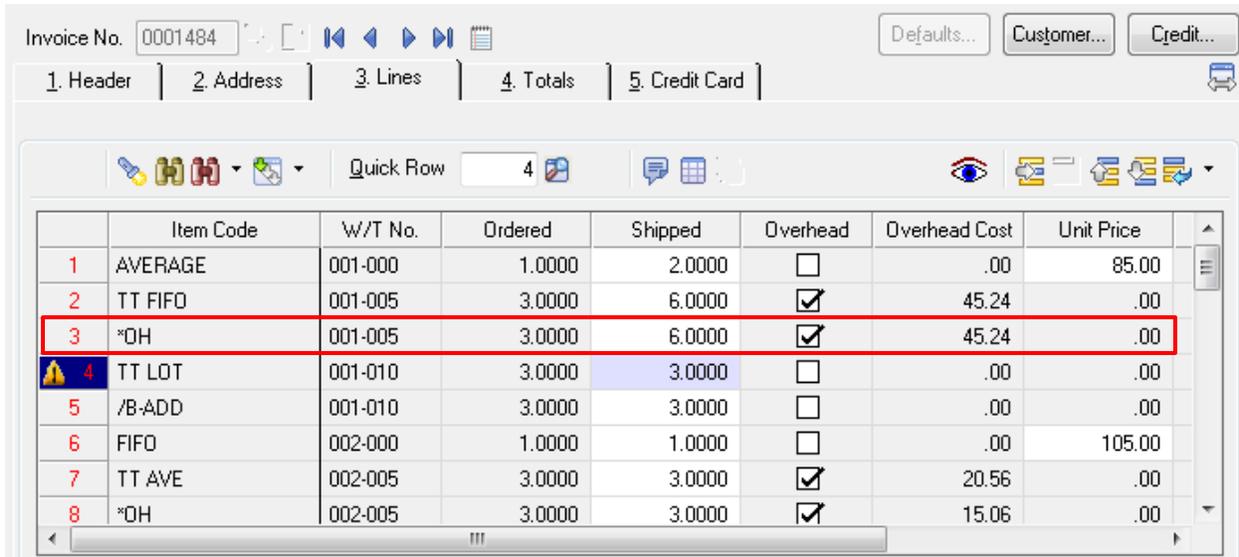
	Item Code	W/T No.	Ordered	Shipped	Overhead	Overhead Cost	Unit Price	
1	AVERAGE	001-000	1.0000	2.0000	☐	.00	85.00	
2	TT FIFO	001-005	3.0000	6.0000	☑	45.24	.00	
3	*OH	001-005	3.0000	6.0000	☑	45.24	.00	
⚠ 4	TT LOT	001-010	3.0000	3.0000	☐	.00	.00	
5	/B-ADD	001-010	3.0000	3.0000	☐	.00	.00	
6	FIFO	002-000	1.0000	1.0000	☐	.00	105.00	
7	TT AVE	002-005	3.0000	3.0000	☑	20.56	.00	
8	*OH	002-005	3.0000	3.0000	☑	15.06	.00	

The Shipped amount was updated to 6 and the overhead cost recalculated for this change.

Flat Rate Overhead

Chargeable work ticket components cannot be partially shipped on an invoice that is not billing the work ticket complete when the chargeable component is flagged to calculate overhead and the work ticket class overhead for parts is set to Flat Rate.

If a chargeable component has been partially issued prior to invoicing, the Shipped Quantity will update as the Ordered Quantity when partially invoiced. Chargeable components cannot be split during invoicing and must all be shipped or none.

If the user modifies the ship quantity to less during a partial invoice of a Chargeable component that has the Flat Rate overhead costing method, the following message will appear:

DAILY SALES JOURNAL UPDATE

WORK TICKET INVOICE DETAIL REPORT

The Work Ticket Invoice Detail report has been modified to include overhead costs in the total cost of the item, AP invoice, or labor cost.

- DC (Accounts Payable Invoices and Manual Check) costs will include the overhead costs.

- LD (Direct Time Entry / Time Tracker Entry) costs will include the overhead costs.

- NC and CC (Parts Usage) costs will include overhead costs.

Overhead costs are not reported separately and there is no method to determine which costs include overhead.

W/T NUMBER CUSTOMER NAME TP STEP ITEM CODE/REFNC	INVOICE DESCRIPTION	WORK TICKET DESCRIPTION UNITS	REVENUE	WHS COST	WIP ADJUST	REV ACCT	COST ACCT
0001878 - 001 Avalara Point of Orgin	0001484	AVERAGE - Amount 7.54		JR			\<COMPLETE\>
PT 000 AVERAGE	AVERAGE	1.00	85.00			400-03-JR	450-00-JR
NC 005 *OH		3.00	0.00	41.22	0.00		420-00-WST
NC 005 TT FIFO	TIME TRACKER FIFO	3.00	0.00	57.92	0.00		420-00-CM
NC 010 /B-ADD	BILLABLE ADD TO EXIS	3.00	0.00	45.00	0.00		432-00-WST
NC 010 TT LOT	TIME TRACKER LOT	3.00	0.00	101.95	0.00		420-00-CM
NON CHARGEABLE COMPONENT SUBTOTAL:				246.09	0.00		
DC 000 N08-2013	0001878-001	0.00	0.00	13.03	(13.03)		425-00-000
LD 010 PI	Product Issue	1.00	0.00	36.79	(36.79)	432-00-WST	433-00-WST
			Burden:	13.00	(13.00)		433-00-WST
NON CHARGEABLE LABOR SUBTOTAL:				62.82	(62.82)		
TOTAL PARENT COSTS:				308.91	(62.82)		
CURRENT INVOICE:			85.00	308.91	(62.82)		
WORK TICKET TOTALS:			85.00	308.91			

The parts issued on Step 005 have overhead costs.
The DC charge has overhead costs incurred.
The LD transaction has overhead costs incurred.

WORK TICKET ENTRY / INQUIRY

Modifications have been made to work ticket entry / inquiry for overhead. For additional information please read Work Ticket Entry: Parts section of this user guide, starting on page 8.

Parts Entry
An Overhead checkbox has been added and Overhead Cost field.

Dynamic Inventory Transaction
Dynamic Inventory Transaction panel has been enhanced.

Section 1: SO Detail

This section represents the data that resides in the sales order detail file for the work ticket component. The following fields have been added to the panel:

- Warehouse Code and Warehouse Description
- Chargeable checkbox
- Overhead checkbox
- Overhead Cost – displays the calculated overhead costs when a part has been issued
- Total Cost – the sum of the part cost and overhead cost

Section 2: JT Transaction

The data displayed here represents additional information for the highlighted item in Section 3. The GL Account Description has been added.

Section 3: JT Transaction

The data displayed here represents the issued items details. An overhead cost column has been added. The Total Cost is a sum of the (Unit Cost) * Qty Used + Overhead Costs.

Labor

The Labor tab has been modified, adding an Overhead Cost field. The Total Cost field has been modified to be the sum of Labor Cost, Burden Cost and Overhead Cost.

Direct Cost

The Direct Cost tab has been modified, adding an Overhead Amt and Trans Amt column. The Overhead Amt column represents the overhead amount applied to the AP invoice and the Trans Amt column is the total cost, AP Invoice Amt + Overhead Amt.

CUSTOMER MEMO

Customer Memo's auto display has been added to the following JobOps functions:

- Work Ticket Entry

- Work Ticket Inquiry

- Service Ticket Entry

- Service Agreement Invoice Data Entry

ACCOUNTS RECEIVABLE: MEMO MANAGER MAINTENANCE

Auto Display can be activated for Service Ticket Entry, Service Agreement Invoice Data Entry and Work Ticket Entry by accessing Memo Manager Maintenance from AR Setup and selecting Customer Memo type.

If Service Ticket Entry, Service Agreement Invoice and Work Ticket Data Entry are not listed in the Task list, select the Reset All to default button.

WORK TICKET MEMO

Memos can now be added at a work ticket level.

To setup work ticket memos, access Memo Manager Maintenance from the JobOps Setup menu.

Select Memo Type Work Ticket
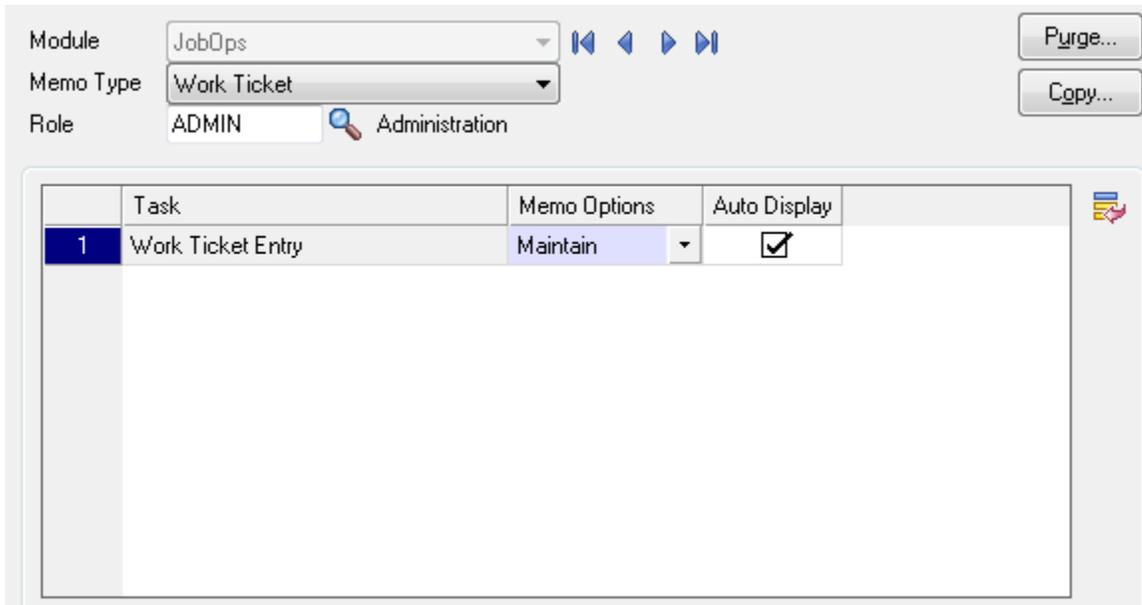
When the Memo Options is set to Maintain or Show, the memo button will be visible next to the Step number.

If Auto Display is activated and the memo is set to Auto Display, the work ticket memo will display when the work ticket is accessed.
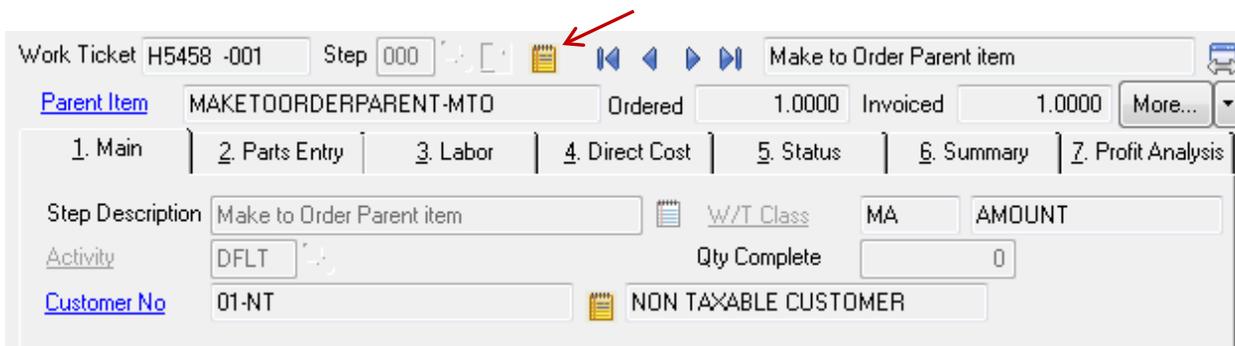
EQUIPMENT ASSET MEMO

Auto Display can be activated for Service Ticket Entry by accessing Memo Manager Maintenance from JobOps Setup and selecting Equipment Asset Memo type.

Select Memo Type Equipment Asset

If Service Ticket Entry is not listed in the Task list, select the Reset All to default button.

SERVICE AGREEMENT MEMO

Auto Display can be activated for Service Ticket Entry by accessing Memo Manager Maintenance from JobOps Setup and selecting Service Agreement Memo type.

Select Memo Type Service Agreement

If Service Ticket Entry is not listed in the Task list, select the Reset All to default button.

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SERVICE TICKET ENTRY

The following enhancements have been made to Service Ticket Entry / Creation.

SERVICE TICKET ENTRY: ADDRESS

Bill To field has been added to the Address Tab and will be available when the AR option Enable Bill To Customer Reporting is activated.
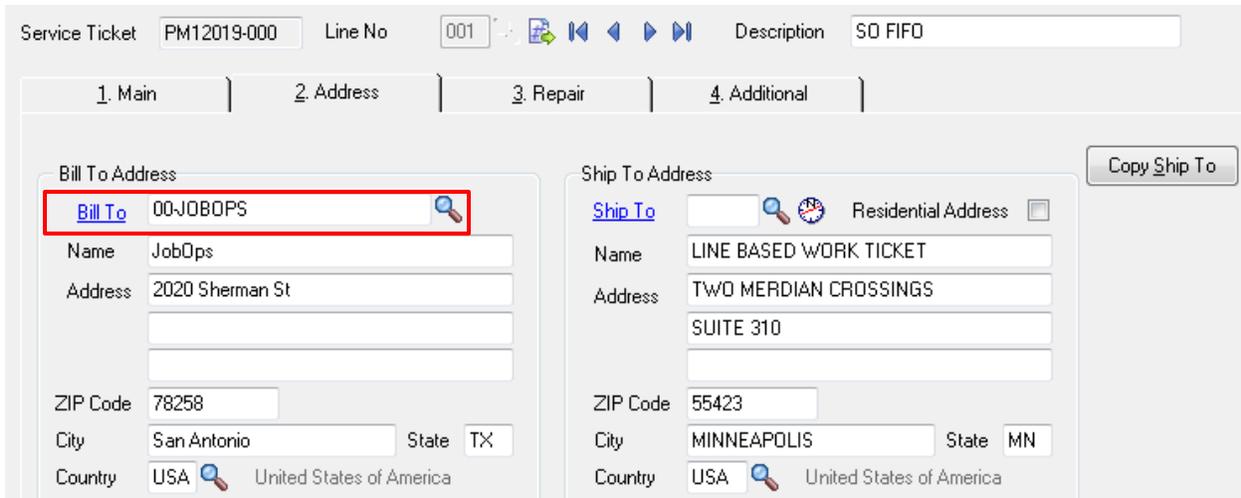

- The Service Agreement Bill To will always be assigned, and can be removed
- The Customer Bill To will be assigned if no service agreement is ever assigned, and can be removed.

SERVICE TICKET ENTRY: MAIN

A Salesperson and Activity Code field have been added to the Main tab of Service Ticket Entry.

The Salesperson field will populate from the Customer No entered. The Salesperson field may be changed on any step, however, any change will update all steps since the Salesperson field is a sales order header field.

The Activity Code field will default in from the default activity code assigned to the Work Ticket Class. This field can be unique for each step.
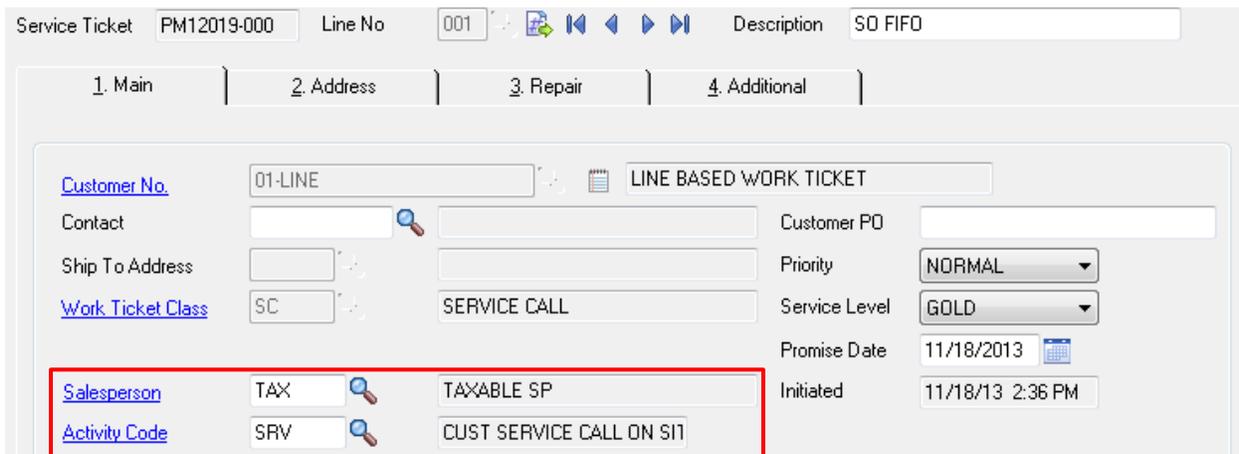
The Priority and Service Level can now have unique values for each step and is now stored at a detail level rather than at the header level.

SERVICE TICKET CREATION: PARTS

The Repair Parts listing, that is created in Service/Warranty Equipment from Inventory Maintenance, will now update the service ticket step with the associated parts.

- If a Problem Code is assigned to the service ticket / repair item the parts added will be as defined by the Repair Parts listed for the assigned problem code.

- If no Problem Code is assigned to the service ticket / repair item assign the parts will be added as defined by the generic Repair Parts listing.

SERVICE TICKET CREATION: ORDER BASED SERVICE TICKETS

Service Tickets can now be added as an Order Based work ticket. As an order based work ticket, the Item No and MFG Serial No, will be assigned to all steps created for the service ticket and each step represents a process to be performed on the repair item.

For steps greater then Step 001, the Item No and MFG Serial No will be disabled and cannot be modified.

Service Ticket	PM12016-000	Line No	002		Description	CUST SERVICE CALL ON SITE

1. Main	2. Address	3. Repair	4. Additional

Service Agreement		
Item No.	AVERAGE	AVERAGE
Mfg. Serial No.	PM12016-001	
Int Serial No.	6040	

TECHNICIAN DASHBOARD

TECHNICIAN DASHBOARD: REFRESH

A Refresh button has been added to Technician Dashboard so that the user no longer has to exit the dashboard and relog in to refresh any updated or modified scheduling events.

Currently this technician has 1 scheduled service ticket.

After selecting the Refresh button located in the lower left hand corner, his scheduled service tickets has been updated to 3.


TECHNICIAN DASHBOARD: MISC TIME

A Misc Time button has been added to the Technician Dashboard ribbon. When selected the technician may entered time that is not being coded to a service ticket. Only earning codes that have an earnings type of Miscellaneous may be entered.

When the Misc Time button is selected, the user will be presented with a data entry screen that allows them to enter in the following information.

- Start Time and End Time – These fields are available if Time Tracker has been activated and Capture Start / Stop times option has been selected.

- Hours Worked – This field is available if Time Tracker has been activated and Capture Start / Stop times option has been is NOT selected OR if the Time Tracker add-on has not been purchased.

- Earning Code – The user may only enter in earning codes set as earning type Miscellaneous, Vacation or Sick.

  o If an earning code is entered that is not one of the above, the following message will be displayed.
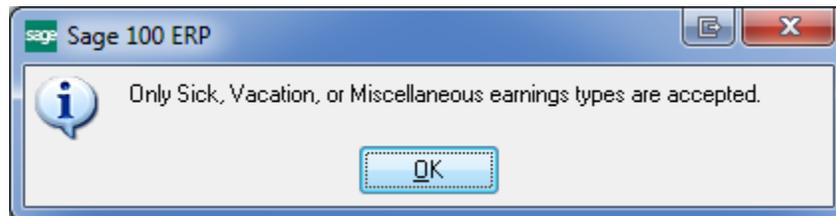
Once the Misc Time has been accepted, the user will not be able to modify this time.