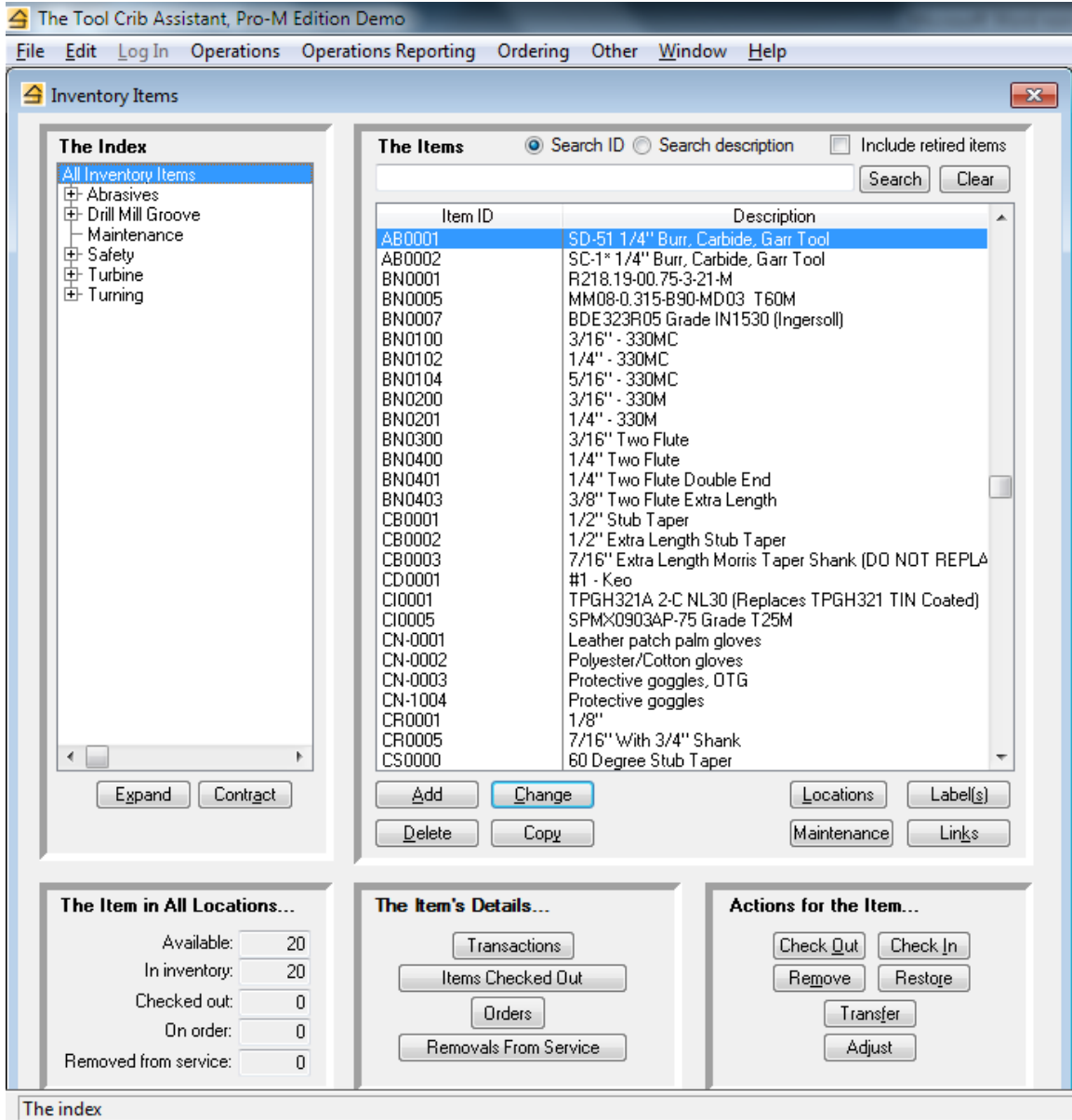




The Tool Crib Assistant, Pro Edition

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The Tool Crib Assistant, Pro Edition



The Pro Edition can be used with or without barcode scanning as you wish or as conditions require. Please see the last three pages of this document for some specifics on barcode scanning.

The Tool Crib Assistant, Pro Edition

From the Inventory Items window, you may...

- ✓ Add, change or delete an index section
- ✓ Add, change, or delete an item
- ✓ Add a new item starting from a copy of an existing one to reduce data entry when you have multiples of the same kind of tool
- ✓ Manage the cribs/locations where an item is stocked
- ✓ Manage the maintenance profile(s) for an item
- ✓ Print barcode labels for an item in each location where it's stocked
- ✓ Link documents or web site URL's to an item, such as a record of purchase, operating manual, etc.

- ✓ Immediately know an item's quantity, in all cribs/locations, that is currently...
 - Available
 - In inventory
 - Checked out to tool users
 - On order
 - Removed from service

- ✓ Display for any item...
 - The transaction history
 - The tool users to which an item is currently checked out
 - The order history
 - The current and historical removals from service history

- ✓ Check out some quantity of an item to a tool user for a tool customer
- ✓ Consume some quantity of an item by a tool user for a tool customer
- ✓ Check in some quantity of an item from a tool user
- ✓ Remove some quantity of an item from service
- ✓ Restore some quantity of an item to service
- ✓ Transfer some quantity of an item from one crib/location to another
- ✓ Adjust an item's quantity in inventory

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Other functionality includes...

- ✓ Management of orders and receipts, including preparation of a request for purchase
- ✓ Management of items currently out of service
- ✓ Management of alerts indicating the quantity of an item has reached the reorder point, the item has been checked out for a longer time than expected, and/or is due for maintenance.
- ✓ Management of packages of tools that can be checked out with one entry
- ✓ Management of your cribs and locations, including the display and/or print of the items assigned to a crib or a location
- ✓ Management of your suppliers, including the display and/or report of the items last purchased from a supplier
- ✓ Management of your tool users, including the display and/or report of the items currently checked out to a tool user and the tool user's transactions history
- ✓ Management of your tool customers, including the display and/or report of the items currently checked out for a tool customer and the tool customer's transactions history

Reports include...

- ✓ A list of your items' activity, by month, for a specified period
- ✓ An items' catalog
- ✓ The current status of your items, both in total and in each location
- ✓ The value of your items inventory
- ✓ All items currently checked out to tool users
- ✓ Items that have been retired
- ✓ Items that have had no activity during a specified period
- ✓ The cost of transactions for tool users during a specified period
- ✓ Items' transactions during a specified period

The Tool Crib Assistant, Pro Edition

TCp1, The Tool Crib Assistant, Pro I Edition (Howard, Manny logged in)

File Edit Log Out Operations Operations Reporting Ordering Other Window Help

Local Barcode Scan

Scan data:

Action:

Item barcode:

Tool user barcode:

Tool user ID:

Tool user:

Tool customer barcode:

Tool customer:

Date of the transaction:

Print a check out receipt

Quantity checked out:

Quantity consumed:

The item...

Description and serial no.

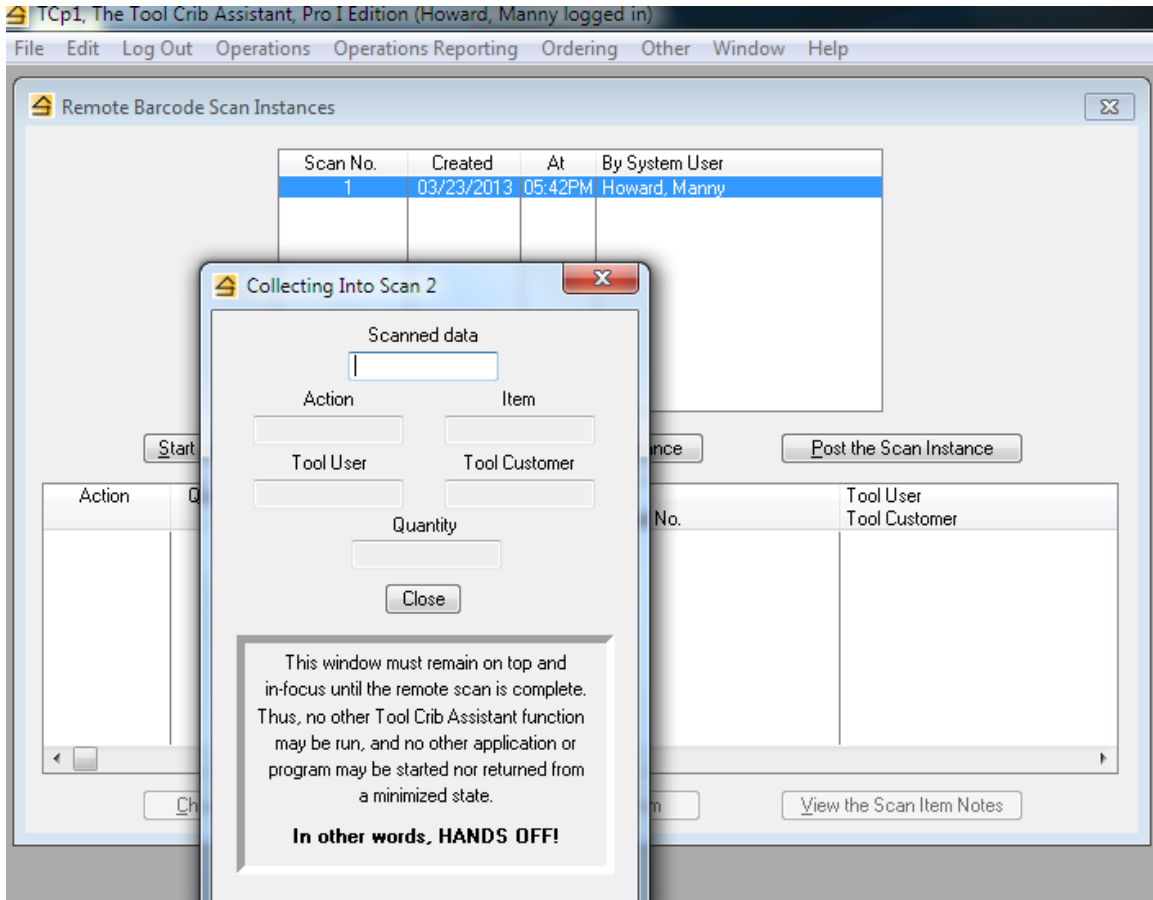
Index Section

Available	In inventory	Checked Out	Removed
<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Local scanning is used when you are working with a barcode scanner at the computer.

After scanning the item's barcode, the item information is displayed in the raised panel. You may scan the remaining data items or you may use the keyboard and mouse to complete them.

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Remote scanning is used when you are working with a barcode scanner away from the computer. You first create a "scan instance", basically some temporary storage where your scanned data will be stored.

Then you walk away and start scanning the barcodes of items, tool users, and the actions (issue, return, etc.) you wish taken.

When you've finished remote scanning, you will return to the computer and close the window that's been collecting your scanned data. The system then presents a list showing the scan entries made – after a quick review, a button press will "post" all the scanned transactions to the system.