



Affordable, Adaptable ERP Software



Fitrix

*Labor Processing
User Guide*

Version 7.0

Labor Processing Product Guide

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CHAPTER 1: LABOR PROCESSING OVERVIEW

Fitrix Labor Processing is an application in the Production Management family. It facilitates the processing of labor transactions against production orders. Actual labor time, actual labor costs, and overhead costs for production orders are reported and calculated in this application. Together with Fitrix Production Order Processing, this application provides a complete picture of the activities that occur in completing a production order.

This chapter is designed for readers who want to know how Fitrix Labor Processing is used to cost production orders. It describes the major functions of Fitrix Labor Processing and provides descriptions of the features that are offered in the application.

STANDARD LABOR PROCESSING BASICS

An effective labor reporting system allows easy and accurate reporting of time spent on a job. Costs and hours are accurately calculated based on a variety of cost elements and time-keeping rules. It supports the flow of hours and costs to the general ledger, payroll, and costing modules.

To achieve these objectives, the Fitrix Labor Processing application includes the following features:

- User defined labor types for setup, run, direct or indirect labor.
- Single transaction entry for a group of employees.
- Multiple shift codes for the same physical shift
- Employee job classifications for alternate labor costing.
- Standard Costing Integration
- Actual Costing Integration
- Production Processing Integration

USER DEFINED LABOR TYPES

Labor types are defined as direct labor or indirect labor. Direct labor is the number of hours and the associated costs that are directly charged to a production order when making the item. An example of direct labor is the time spent welding two pieces together, or the time spent assembling components into an item for a production order that will later be shipped to a customer.

Indirect labor measures the number of hours and the associated charges for tasks that cannot be associated with a specific order, but rather the costs that are prorated over and considered overhead for the department. An example of indirect labor is the cost for cleaning the shop area each day. This activity must be done or work cannot be done efficiently. The cost for the employee's time for sweeping the floor cannot be charged to any one production order. Therefore it is charged to an indirect labor account that is eventually used to calculate the overhead rate.

The labor type also defines the number of hours reported as run time labor or setup labor. Setup labor is the number of hours reported for setting up the operation. The setup time cost is usually apportioned to each piece that is processed as a result of the setup. The run time labor is the number of hours reported for actually running the job.

The general ledger account to which the costs for this labor type will be charged is also defined in each labor type.

SINGLE TRANSACTION ENTRY FOR A GROUP OF EMPLOYEES

To simplify transaction processing, a group of employees that are working on the same task can be assigned to an employee group. One person in the group reports a start and/or stop transaction. This transaction will be propagated to every other person's time record in the group. People can be easily

added to the group or removed from the group during the shift. This allows for a large number of transactions to be processed with a minimum amount of effort.

MULTIPLE SHIFT CODES FOR SAME PHYSICAL SHIFT

Sometimes it is necessary to have multiple shift codes overlaying a particular shift. For example, the day shift may start at 8:00 am and end at 4:30 pm. However, some people may take a paid break from 10 am to 10:15 am while other people take a paid break from 10:15 am to 10:30 am. It would be inaccurate to charge the break time to the job they were working on. To solve this problem you can define sub shifts that include the correct break time. Thus, when time is reported for a job that includes the break time, the 15 minutes is subtracted from the elapsed time of the job. This technique allows accurate time to be charged to the job without having to clock off and back on for the break. This same technique can be used to extract lunch periods.

EMPLOYEE JOB CLASSIFICATIONS FOR ALTERNATE LABOR COSTING.

The job classification feature provides the capability to predetermine labor rates that can be used as an alternative to the person's regular labor rate. The alternative job class can be entered in the transaction and can apply only to the hours in that transaction.

STANDARD COSTING INTEGRATION

- Labor costs are sent to the standard costing module when the transactions are processed.
- Overhead costs are calculated and sent to the standard costing module.

ACTUAL COSTING INTEGRATION

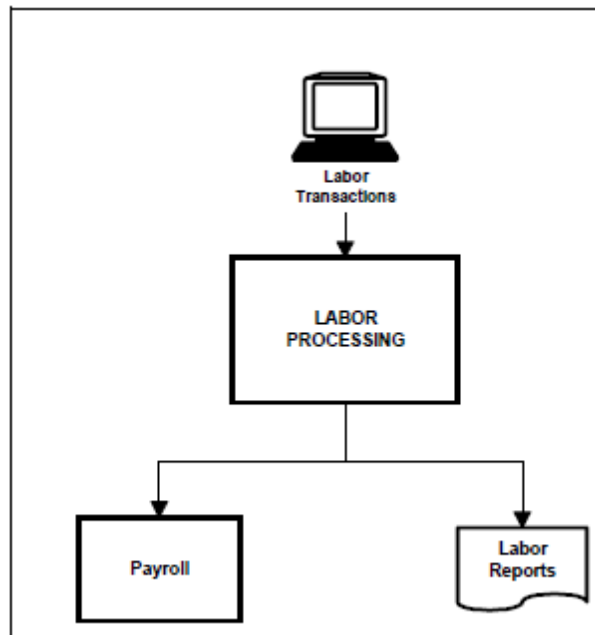
- Labor costs are sent to the actual costing module when the transactions are processed.
- Overhead costs are calculated and sent to the actual costing module.

PRODUCTION PROCESSING INTEGRATION

- Labor transactions are validated against open production orders.
- Labor transactions are validated against open operations on the production order.
- Quantities reported are validated against open production order quantities.

FLOW OF INFORMATION

Fitrix Labor Processing works with an integrated database where information entered is immediately available to all other Fitrix applications. The figure below identifies the primary tables used by Fitrix Labor Processing and the functions which interact with them.



MASTER TABLES

The master tables used in Labor Processing are:

- Employee Master
- Team Master
- Group Master
- Shift Master
- Job Class Master
- Labor Type Master
- Application controls

These tables contain static information and dynamic information. Static information such as shift data is defined at the time the shift master table is created. It is rarely, if ever changed, after its initial entry. Dynamic information, such as the employee master, changes as new employees are added or existing employees are updated or terminated. Some of the tables are required and some of the information

within each table is required. This section provides an overview of these tables. More details concerning these tables are found in Chapter 2.

Employee Master

This table defines employee information and is accessed using the Update Employee Information program in the Payroll module. Information in this table is used for scheduling and costing purposes. This table contains permissions for the types of information that can be overridden in labor transactions. The table also includes the labor rates used for actual costing. This table is required.

Team Master

This table defines the teams that can be used in scheduling work. The table contains the description for the team, the team capacity by shift, and the resource information needed for the planning applications. This table is optional.

Group Master

This table defines the group that can be used in reporting labor transactions. By assigning employees to a group only one person needs to report labor transactions for the group. Each employee assigned to the group will have the correct labor information added to his employee number. This table contains the group ID and description. This table is optional.

Shift Master

This table defines the parameters for the time calculation in labor transaction processing. Lunch, break, start, and finish times are some of the parameters found in this table. At least one shift must be defined.

Job Class Master

Job class codes are used in the costing process to assign labor costs based on job class instead of individual employee rates. The table contains rate information. The table is optional.

Labor Types

Labor types are codes used to define direct or indirect labor. Accounting information is assigned to the labor type so the general ledger transactions are posted to the appropriate accounts. At least one labor type must be defined.

Application Control (Setup Labor Processing)

This table sets default values for processing labor transactions. Controls are set for history support, labor rate application, interface information, and efficiency thresholds. This table is required.

TRANSACTION PROCESSING

Labor Entry

Labor transactions can be manually entered into this application. The date, shift, and employee number are required to record labor transactions. Each labor transaction requires a labor type, the production order number, the step in routing and the time worked and the quantity produced. Transaction data is validated against the production order as it is entered. The edit and post routine must then be run to actually post these transactions.

INQUIRIES

Labor Transactions

This inquiry displays summary and detail information about the labor transactions that have been entered but not posted. This inquiry is used to find out details about a specific job that is currently in process. It can also be used to view the day's activities for an employee.

Labor History Transactions

This inquiry displays summary and detail information about selected labor transactions that have been posted. This inquiry is similar to the one above, except this view displays all of the transactions that are saved on the server.

Labor Efficiency

These inquiries calculate and present a view of labor efficiency by department, employee, work center, team, or item. These inquiries can be useful in quickly identifying the good performers.

REPORTS

Labor History Transactions

These reports provide you with a listing of labor transactions that have been processed. These reports can be run by department, work center, machine, group, team, employee, or production order.

Labor Efficiency

These reports provide you with a listing of labor efficiencies. These reports can be run by department, work center, machine, group, team, employee, or production order.

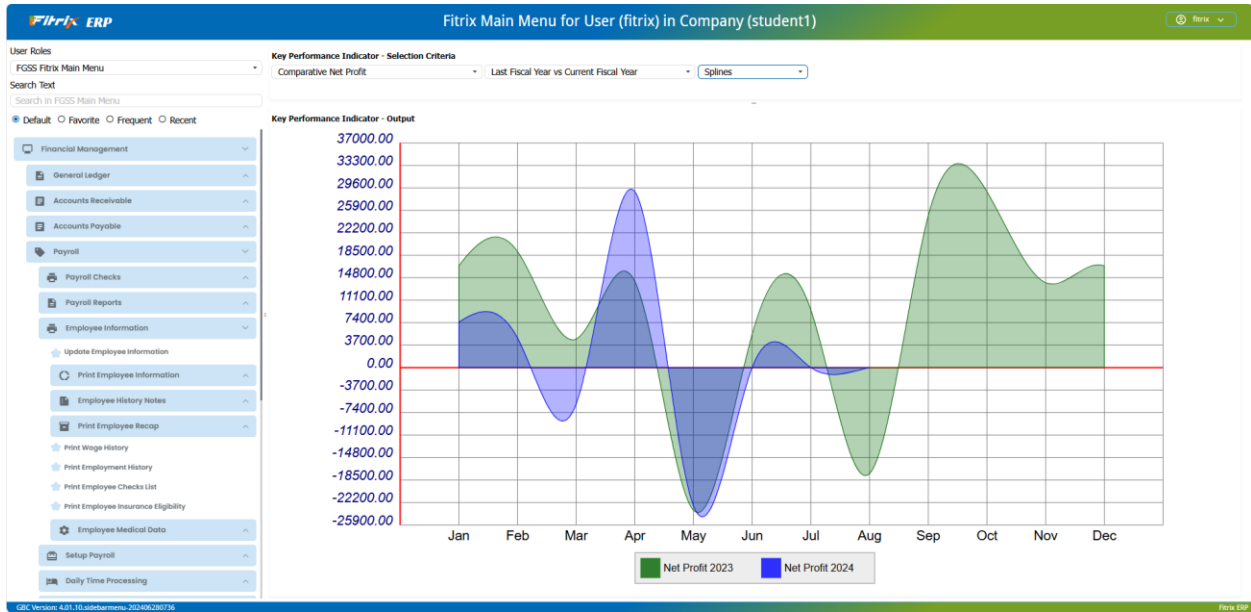
CHAPTER 2: TABLE MAINTENANCE

This chapter addresses the functions necessary to enter, update and delete information in the FITRIX Labor Processing master tables. Master tables typically contain static information needed by the rest of the application to perform labor entry, labor transaction posting, inquiries, and reports. The master tables in FITRIX Labor Processing are:

- Employee Master
- Team Master
- Group Master
- Shift Master
- Job Class Master
- Labor Type Master
- Setup Labor Processing

EMPLOYEE MASTER

Use the Update Employee Information menu option to add, update or delete employee information.

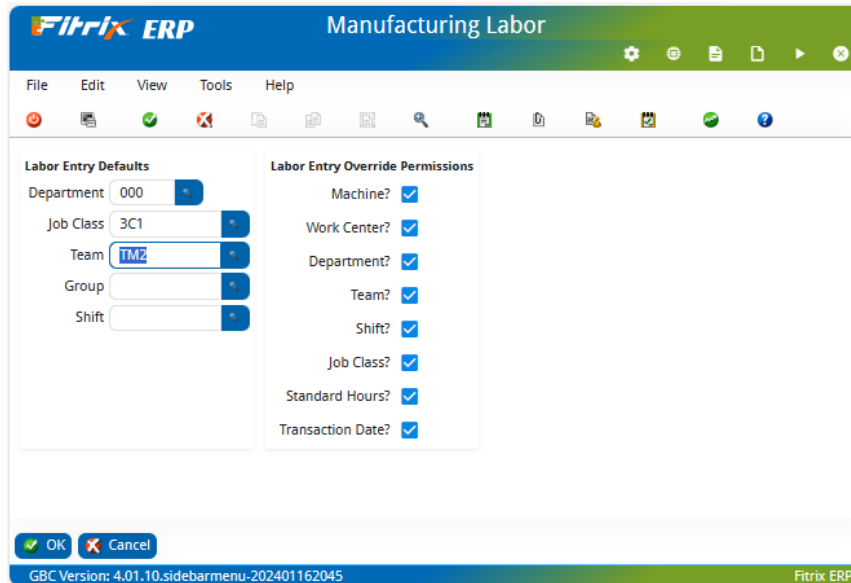


Enter the employee information on the main screen if they do not already exist in the database and do

a Find to find then click on the



icon on the toolbar to launch the Manufacturing Labor program.



Department

The department the employee works in (not to be confused with the department codes used when recording accounting transactions) These departments are set up using the Department program located on the Standard Routing File Maintenance menu. To view a list of departments press [CTRL]-[z] or click on magnifying glass.

Job Class

The job class this employee is assigned to. To view a list of job classes press [CTRL]-[z] or click on magnifying glass

Team

The team this employee is assigned to. A group is different from a team in that a group is used only in this application for transaction processing. A team is a resource that is used for planning and scheduling activities To view a list of teams press [CTRL]-[z] or click on magnifying glass.

Group

The group this employee is assigned to. Employees may be assigned to a group so that a transaction for the group will be propagated to each employee in the group. This reduces the number of transactions required. A group is different from a team in that a group is used only in this application for transaction processing. A team is a resource that is used for planning and scheduling activities. To view a list of groups press [CTRL]-[z] or click on the magnifying glass.

Shift

The shift this employee usually works. To view a list of shifts press [CTRL]-[z] or click on the magnifying glass.

Allow Transaction Overrides for

The default value for these check boxes is Yes (checked). A checked box = Y, not checked = N.

Machine

Machines are set up using the Machine program located on the Standard Routing File Maintenance menu.

Y indicates that you can change the machine that this employee is assigned to in the employee table when entering the labor transactions. This is the default.

N indicates that you cannot change the machine that this employee is assigned to in the employee table when entering labor transaction.

Work Center

Work Centers are set up using the Work Center program located on the Standard Routing File Maintenance menu.

Y indicates that you can change the cost center that this employee is assigned to in the employee table when entering the labor transactions. This is the default.

N indicates that you cannot change the cost center that this employee is assigned to in the employee table when entering labor transaction.

Department

Y indicates that you can change the department that this employee is assigned to in the employee table when entering the labor transactions.

N indicates that you cannot change the department that this employee is assigned to in the employee table when entering labor transaction.

Team

Y indicates that you can change the team that this employee is assigned to in the employee table when entering the labor transactions.

N indicates that you cannot change the team that this employee is assigned to in the employee table when entering labor transaction.

Shift

- Y indicates that you can change the shift that this employee is assigned to in the employee table when entering the labor transactions.
- N indicates that you cannot change the shift that this employee is assigned to in the employee table when entering labor transaction.

Job Class

- Y indicates that you can change the job class that this employee is assigned to in the employee table when entering the labor transactions.
- N indicates that you cannot change the job class that this employee is assigned to in the employee table when entering labor transaction.

Standard Hours

- Y indicates that you can change the standard hours that this employee is assigned to in the employee table when entering the labor transactions.
- N indicates that you cannot change the standard hours that this employee is assigned to in the employee table when entering labor transaction.

Transaction Date

- Y indicates that you can change the date that this employee worked.
- N indicates that you cannot change the machine t

If you are not using payroll to process your payroll and are just adding employees to use Labor Processing when you save the employee record the Extended Employee Information screen displays. Enter these required values:

- Fed Allwncs = 0
- Marital = M or S
- Direct Deposit = N

File Maintenance

- ★ Update Shifts
- ★ Update Labor Types
- ★ Update Job Classes
- ★ Update Employee Groups
- ★ Update Teams
- ★ Period Intervals
- ★ Setup Labor Processing

Fitrix ERP Update Shifts

File Edit View Navigation Tools Actions Help

Find Prev Next Add Update Delete Browse

Shift Number

Shift Description

Shift Start Time

Shift Stop Time

Clock On

Early Time

Late Time

Clock Off

Early Time

Late Time

Shift Premium

1 of 2

GBC Version: 4.01.10.sidebarmenu-202401162045 Fitrix ERP

Labor Processing Product Guide

- File Maintenance
- Update Shifts
- Update Labor Types
- Update Job Classes
- Update Employee Groups
- Update Teams
- Period Intervals
- Setup Labor Processing

Fitrix ERP Update Labor Types

File Edit View Navigation Tools Actions Help

Find Prev Next Add Update Delete Browse










Labor Type: RN
Description: RUN LABOR
Direct/Indirect: Direct
Setup/Run: Run
Run/Rework: Run
Accounting Code:
PR Income Code:
Date Added: 03/08/2024
Date Maintained:

1 of 2

GBC Version: 4.01.10.sidebarmenu-202401162045 Fitrix ERP

The image shows a software interface for 'Fitrix ERP'. At the top, there is a blue 'File Maintenance' menu with a dropdown arrow. Below it is a list of options, each preceded by a star icon: 'Update Shifts', 'Update Labor Types', 'Update Job Classes', 'Update Employee Groups', 'Update Teams', 'Period Intervals', and 'Setup Labor Processing'. The 'Update Job Classes' option is selected, leading to a form titled 'Update Job Classes'. The form has a header with the 'Fitrix ERP' logo and the title 'Update Job Classes'. Below the header is a menu bar with 'File', 'Edit', 'View', 'Navigation', 'Tools', 'Actions', and 'Help'. Underneath the menu bar is a toolbar with icons for 'Find', 'Prev', 'Next', 'Add', 'Update', 'Delete', and 'Browse'. The main area of the form contains several input fields: 'Job Class' (3C1), 'Description' (DEFAULT), 'Department' (00 and STIM DEFAULT), 'Standard Rate' (10.0), 'Minimum Rate' (8.0), 'Maximum Rate' (15.0), 'Date Added' (03/07/2024), and 'Date Maintained'. At the bottom of the form, there is a '(New Document)' button. The footer of the interface shows 'GBC Version: 4.01.10.sidebarmenu-202401162045' on the left and 'Fitrix ERP' on the right.



-  **File Maintenance** 
-  **Update Shifts**
-  **Update Labor Types**
-  **Update Job Classes**
-  **Update Employee Groups**
-  **Update Teams**
-  **Period Intervals**
-  **Setup Labor Processing**

Fitrix ERP Update Employee Groups

File Edit View Navigation Tools Actions Help

Find Prev Next Add Update Delete Browse

Group Number

Description

Date Added

Date Maintained

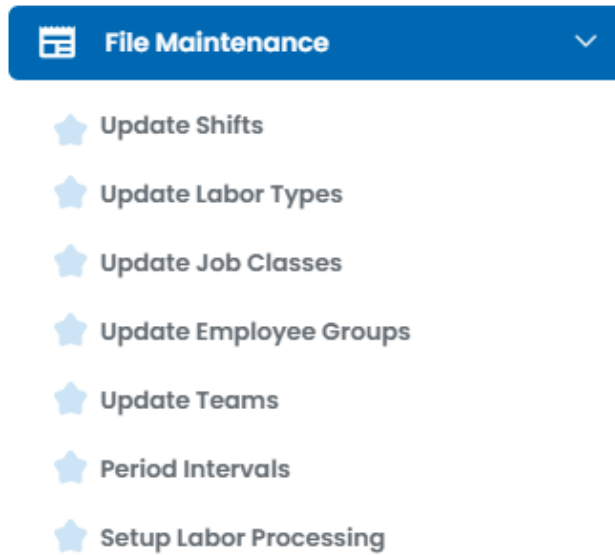
1 of 1

GBC Version: 4.01.10.sidebarmenu-202401162045 Fitrix ERP

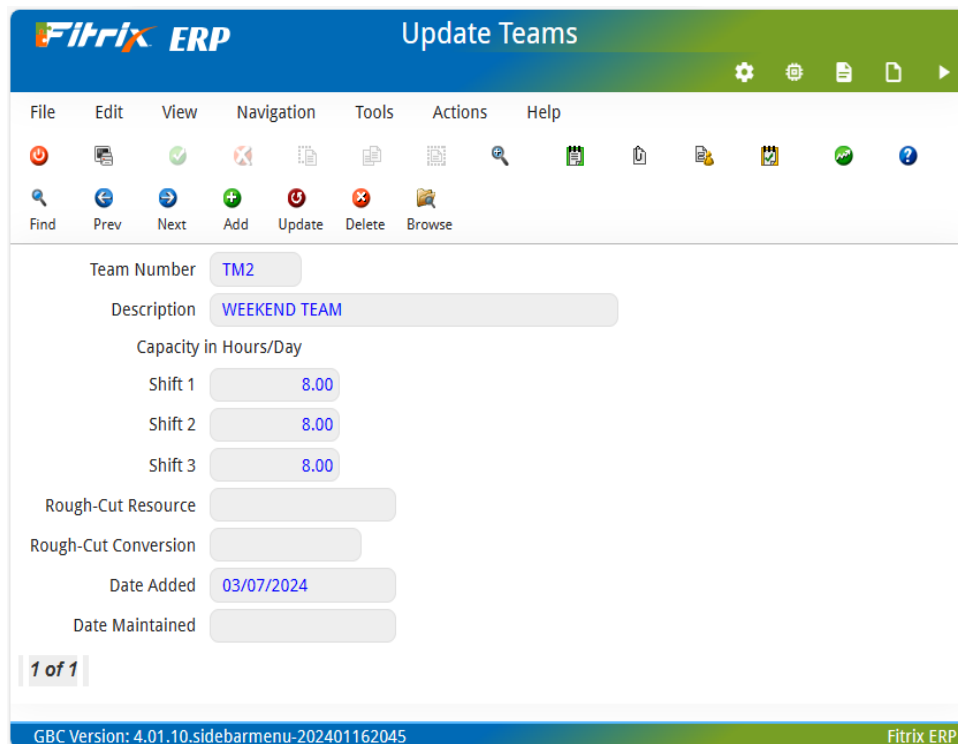
hat this employee worked.

UPDATE TEAMS

Use the Update Teams menu option (e) to add, update or delete employee team information.



This table defines the teams that can be used in scheduling work. The table contains the description for the team, the team capacity by shift and the resource information needed for the planning applications. This table is optional.



Team Number

An identifier for the employee team that you want to define.

Description

A description of the team.

Capacity in Hours

Shift 1

The number of hours this team normally works on shift 1.

Shift 2

The number of hours this team normally works on shift 2.

Shift 3

The number of hours this team normally works on shift 3.

Rough Cut Resource

Reserved for future use with the Master Scheduling module.

Rough Cut Conversion

Reserved for future use with the Master Scheduling module.

Date Added

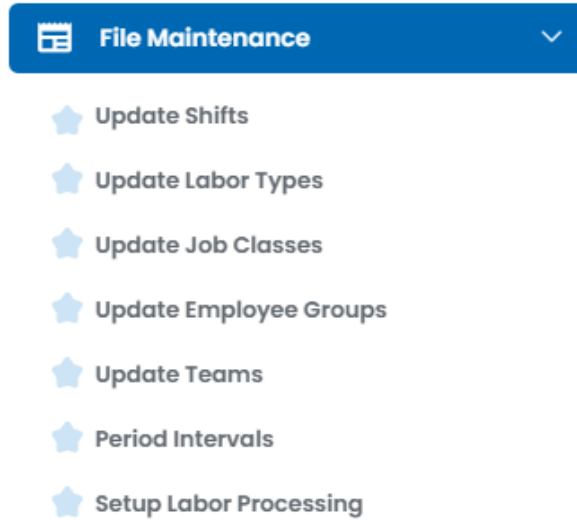
The date this row was added to the table.

Date Maintained

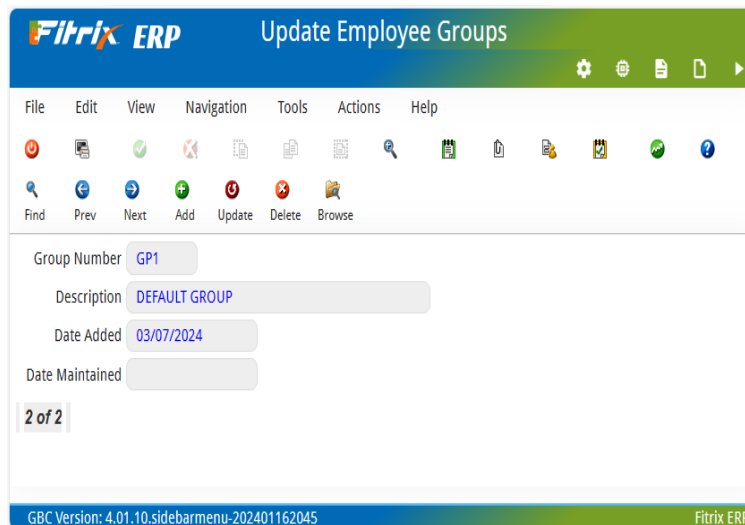
The date that this record was last changed.

UPDATE EMPLOYEE GROUPS

Use the Update Employee Groups menu option (d) to add, update or delete employee group information.



This table defines the group that can be used in reporting labor transactions. By assigning employees to a group only one person needs to report labor transactions for the group. Each employee assigned to the group will have the correct labor information added to his employee number. The table contains the group ID and description. This table is optional



Group Number

The identifier for the group that you want to define.

Description

A description for the group.

Date Added

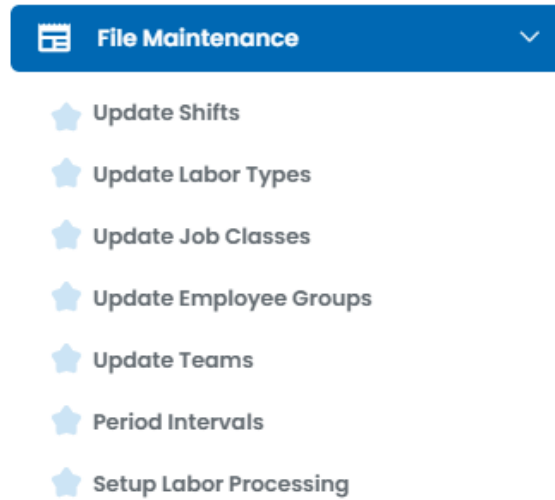
The date this row was added to the table.

Date Maintained

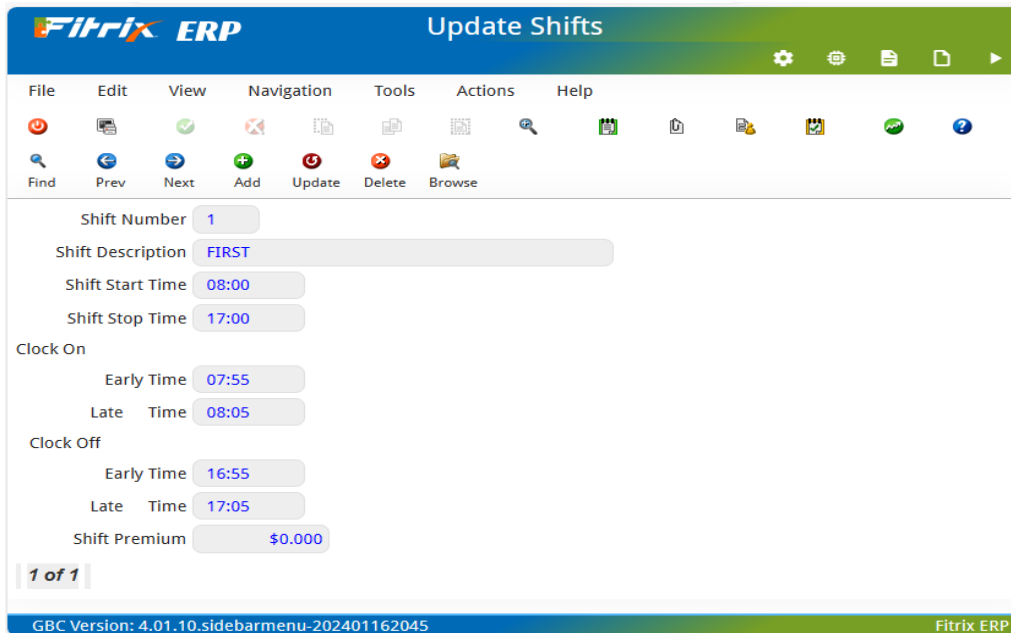
The date that this record was last changed.

UPDATE SHIFTS

Use the Update Shift menu option (a) to add, update or delete shift information.



This table defines the parameters for the time calculation in labor transaction processing. Lunch, break start and finish times are some of the parameters found in this table. At least one shift must be defined.



Shift Number

The identifier for the shift that you want to define.

Shift Description

A description for the shift

Shift Start Time

The time of day that this shift normally begins.

Shift Stop Time

The time of day that this shift normally ends.

Clock On

Early Time

The earliest time of day that a transaction can take place and still be included in the job time and employee time. Some companies allow people to clock on before the normal start time and start work early. This early time could be considered overtime.

Late Time

The latest time of day that a person can clock in and not be considered late.

Clock Off

Early Time

The earliest time of day that a person can clock out and not be considered leaving early.

Late Time

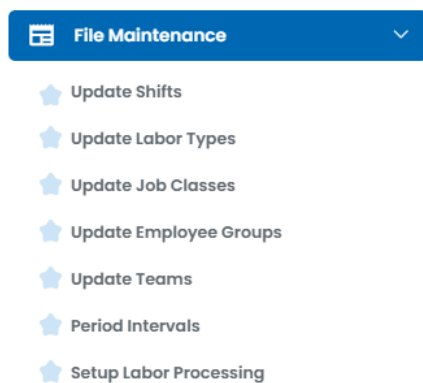
The latest time of day that a person can clock out and not have the time considered as overtime.

Shift Premium

The monetary amount that will be for premium pay on this shift (i.e. extra pay for working the graveyard shift).

UPDATE JOB CLASSES

Use Update Job Classes menu option (c) to add, update or delete job classes.



Job class codes are used in the costing process to assign labor costs. If the employee logging the labor time has a job class code in their employee master record and the Setup Labor Processing program is set up to use job class as the default labor rate type, the standard rate found here will be used rather than the employee's rate will be used . Use of job classes is optional.



Job Class

The identifier for the job class that you want to define.

Description

A description for the job class

Department

The identifier for the department that this job class is assigned. To view a list of departments press [CTRL]-[z] or click on the magnifying glass.

Standard Rate

The standard rate of pay for people assigned to this job class.

Minimum Rate

The minimum rate of pay for people assigned to this job class.

Maximum Rate

The maximum rate of pay for people assigned to this job class.

Date Added

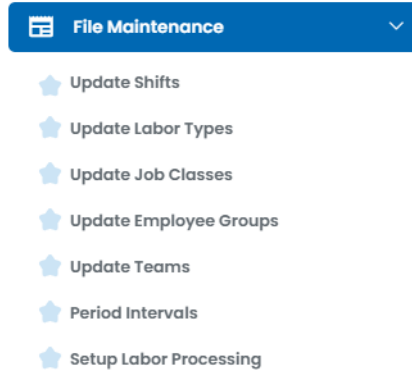
The date this row was added to the table.

Date Maintained

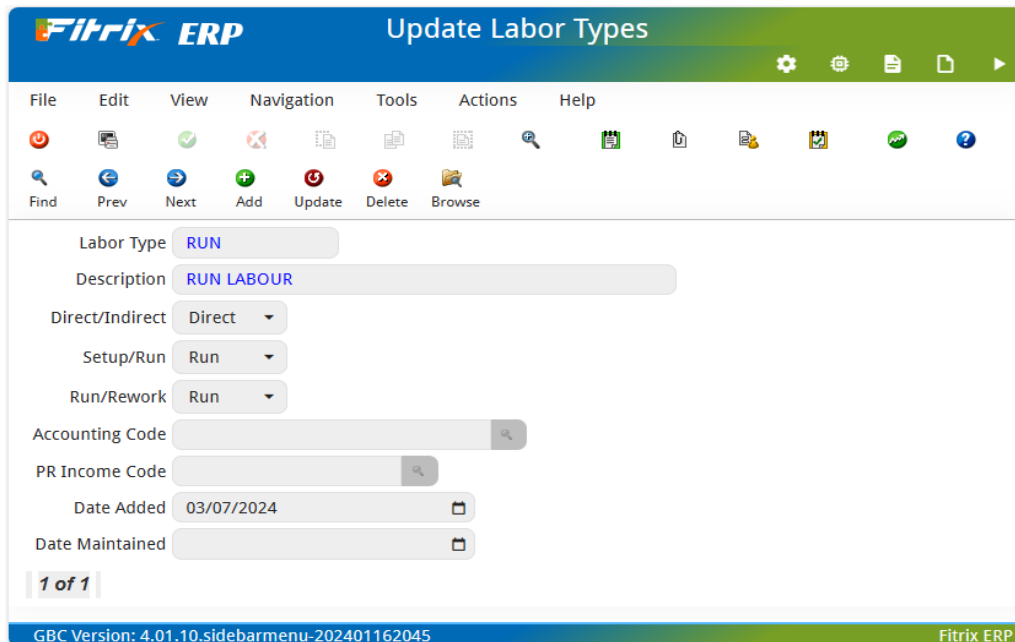
The date that this record was last changed

UPDATE LABOR TYPES

Use the Update Labor Types menu option (b) to add, update or delete labor types.



Labor type codes define if the labor in the transaction is direct or indirect. Accounting information can be assigned to the labor type so that the general ledger transactions will be assigned to the correct general ledger accounts numbers. At least one labor type must be defined.



Labor Type

The identifier for the labor type you want to define.

Description

A description for the labor type.

Direct/Indirect

Direct indicates that this is direct labor that should be charged to a specific production order.

Indirect indicates that this is indirect labor and not tied to a specific work order.

Setup/Run

Setup indicates that this is run labor time.

Run indicates that this is setup time.

Run/Rework

Run indicates that this is run labor time.

Rework indicates that this is rework labor time.

Accounting Code

The identifier for the general ledger accounting codes that should be used with this transaction. These accounting codes are set up using the Accounting Codes program on the Bill of Material File Maintenance submenu.

Date Added

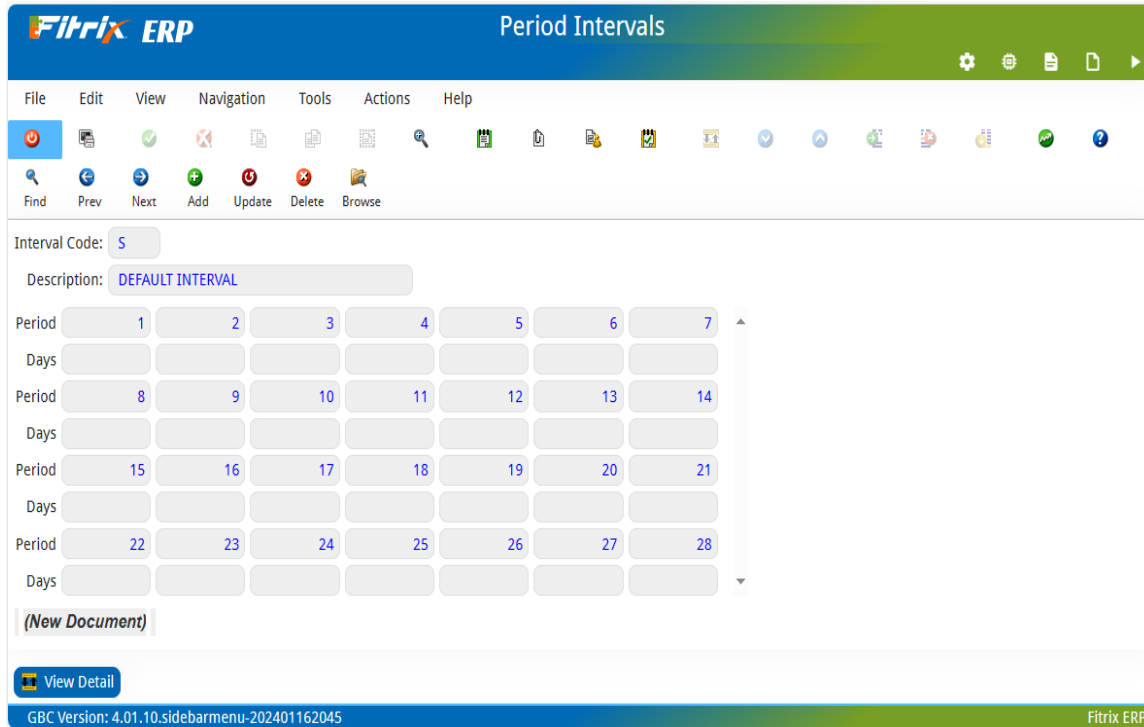
The date this row was added to the table.

Date Maintained

The date that this record was last changed

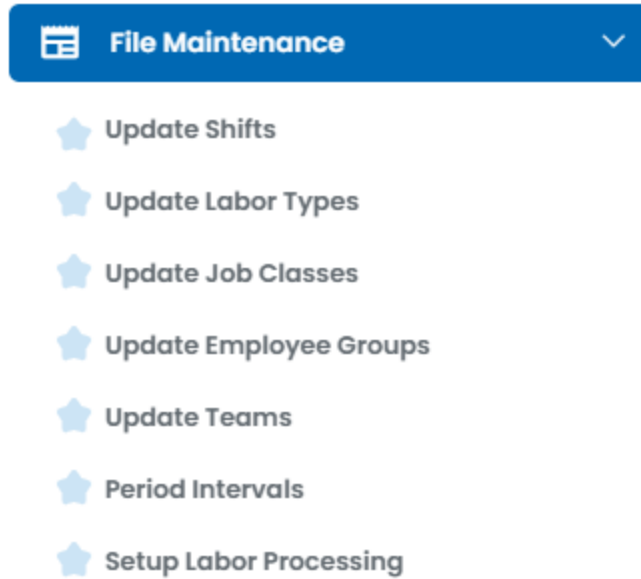
PERIOD INTERVALS

Use this program to set up interval codes that define the number of periods and the number of days in each period. These interval codes are also used in Production Scheduling and Material Planning.

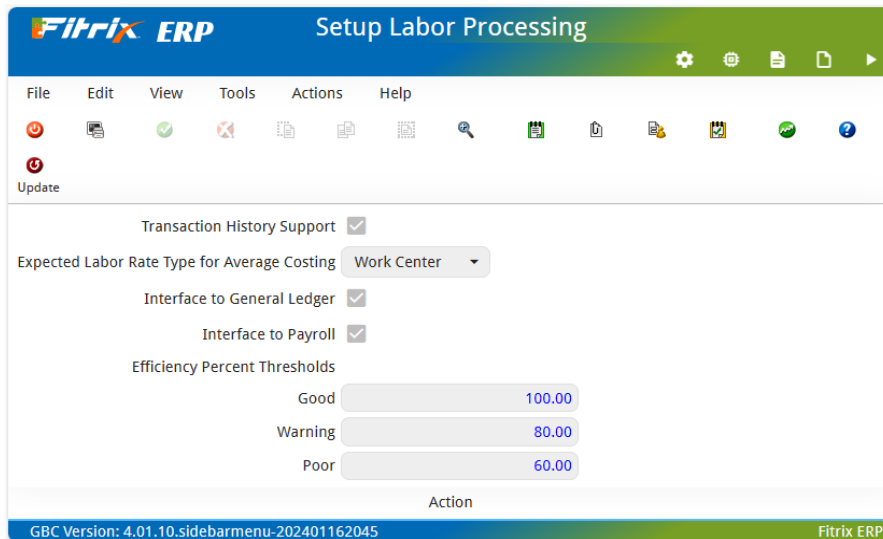


SETUP LABOR PROCESSING

Use Setup Labor Processing menu option (f) to make changes to the application control values.



This table establishes the controls for processing labor transactions. Default values are defined in and this table is required.



Transaction History Support

- Y indicates that you want labor transaction to be written to the history table when posted so they can be viewed online after posting. Many reports use this history table.
- N indicates that you do not want labor transactions written to history.

Default Labor Rate Type

Labor Processing Product Guide

Work Center default labor rates will come from the work center table that is populated by using the Work Center program located on the Standard Routing File Maintenance menu.

Job Class default labor rates to come from the job class table.

Employee Rate default labor rates to come from the employee table. If you are not using the Fitrix payroll module you will still need to set up your employees in the Employee Master table previously discussed if your rate type will be based in the employees rates.

Interface Check Boxes

Check these if you want GL transactions and payroll timecards created when the labor processing transactions are posted.

Efficiency Percent Threshold

These values are used by the Labor Efficiency Inquiry programs discussed in Chapter 4. For example, if the actual labor hours worked is 80% or more of the standard hours this is rated as good performance.

CHAPTER 3: TRANSACTION PROCESSING

This chapter covers the functions used to process labor transactions. After work on a production order is reported the time information is entered into a labor transaction. In the case of an assembly line environment, labor can be back-flushed. Back-flushing assumes that the standard hours in the production order are the actual hours used. The standard hours are costed as actual hours. The labor transaction updates the production order status at the time the transaction is entered. The order costing information is calculated and updated on the order and the accounting application using Post Labor Transactions. The labor reporting steps covered in this chapter include:

- Enter Labor Transactions
- List Labor Transactions
- Post Labor Transactions

LABOR ENTRY

The steps in the process to assign labor costs to items being manufactured are as follows:

- Enter a production work order
- Print a production packet
- Print a production pick ticket
- Pull components
- Run component issue to commit components and record work in process
- Assemble/build the item(s)

Enter, edit, and post labor transactions to add labor cost to the finished products and create timecard entries for labor hours worked

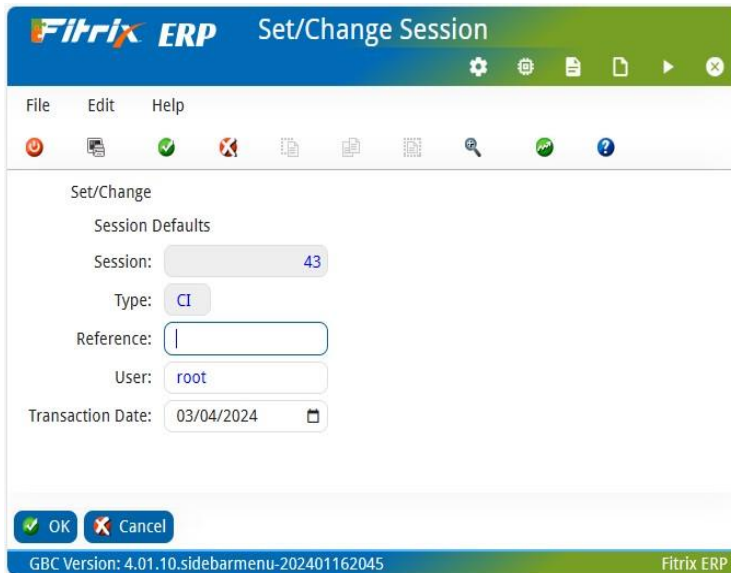
Post production receipt to remove components from inventory, place finished goods in inventory, increase inventory GL balance, and reduce work in process GL balance.

Use the Enter Labor Transactions menu option (a) to report labor transactions against production orders.



Labor transactions can be manually entered into this application. The date, shift, and employee number are required to record labor transactions. Each labor transaction will require a labor type, the production order, the step in routing, and the time spent and quantity worked. Data is validated as it is entered into this transaction. You must then run the edit and post routine to post these transactions.

When you go into Add mode this screen will display:



Session Number

A unique sequential number assigned by the program.

Type

Defaults to LR for labor reporting. This is a source code stored with the a GL activity created by the labor posting program so that the user knows which module generated the activity.

Reference

Optional freeform field.

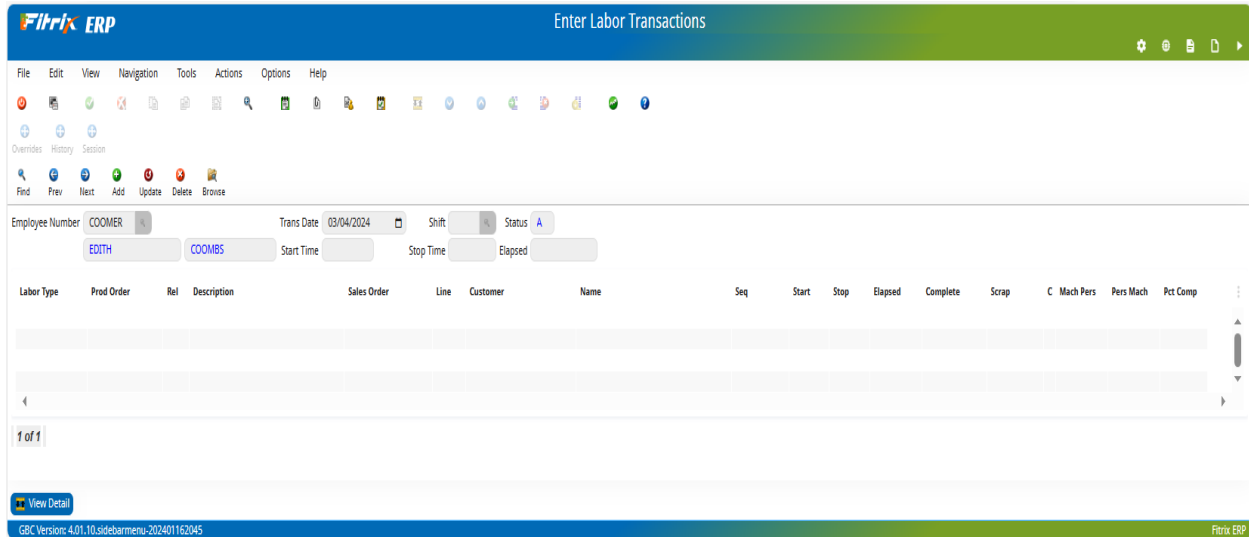
User ID

Defaults to the Linux login ID

Transaction Date

The date the transaction occurred. This will also be the date used by the posting routine.

Once you press Enter or click OK this screen displays:



Header Screen

Employee Number

The employee code for the employee whose time is being reported. The employee name will be displayed after the code. To view a list of Employees press [CTRL]-[z] or click on the magnifying glass.

Trans Date

Defaults to the value you entered on the Set/Change Sessions Defaults screen. This will be the date used for the GL activity created by the posting program.

Shift

Defaults to the employee's shift code set up using the Update Employee Information program in the payroll module but can be changed. Ctrl Z or click on magnifying glass to find a different shift.

Status

Display only field maintained by the system. Valid values are A for Active and P for Posted:

Time employee started work on the production order and when the employee stopped.

Elapsed - time

Calculated value based on start and stop times. You can also leave start and stop times blank and enter and elapsed time instead.

Detail Screen

Labor Type

The type of labor that is being reported. Defaults to Run. To view a list of labor types press [CTRL]-[z] or click on magnifying glass.

Order

The production order that is being reported against. To view a list of orders press [CTRL]-[z] or click on the magnifying glass.

Rel (Release)

The release level of this order. To view a list of releases press [CTRL]-[z] or click on the magnifying glass.

Description

Description of the item.

Sales Order

Sales order number work order is linked to.

Line

Sales order line number.

Customer

Customer Code.

Name

Business name.

Seq (Sequence)

The routing step that is being reported on. To view a list of routing steps press [CTRL]-[z] or click on the magnifying glass.

Time

The following columns define how much time was spent on this operation. If start time is entered then the stop time must be entered. The elapsed time will be calculated automatically. If the start and stop times are left blank then the elapsed time must be entered.

Start

The time that work began on this operation.

Stop

The time that work ended on this operation.

Elapsed

The amount of time spent on this operation. This will be calculated automatically if the start and stop times were entered.

Quantity Complete

The number of units that were completed on this operation.

Quantity Scrapped

The number of units that were rejected on this operation.

C (Complete)

Blank indicates that this operation is not complete.

C indicates that this operation is complete. A completed operation is still open and can have additional transactions posted to it. It is closed in the operation closed transaction in production order processing.

Mach/Pers (Machine/ Persons)

The number of machines per person assigned to this transaction. The default value is 1. This means that one hour of labor time also creates one hour of time to be costed at the work center's overhead rate. If a direct laborer works on multiple machines during a shift, this number should be the number of machines worked at. If Mach Pers is 2, then each hour of labor time creates 2 hours of overhead rate time. If Mach Pers is entered, then Pers Mach is skipped.

Pers/Mach (Persons/Machine)


The number of persons per machine assigned to this transaction. The default value is 1 (if Mach Pers is not used). This means that one hour of labor time also creates one hour of time to be costed at the work center's overhead rate. If multiple direct laborers work on a single machine during a shift, this number should be the number of persons working at the machine. If Pers Mach is 2, then each hour of labor time creates 1/2 hour of overhead rate time.

% Comp

The estimated percent of the operation that is complete.

History Screen

While in either the header or detail section of the Labor Entry screen and in either Add or Update mode


click on  icon to see past labor transactions associated with the employee code.

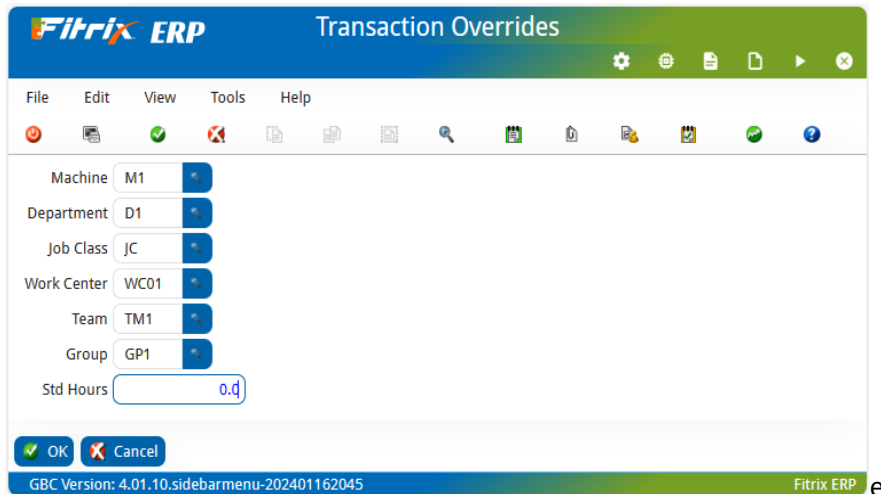


Session	Date	Shift	Employee	Order	Rel	Oper	Start	Stop	Elapsed	Hours	Complete	Discr	Mch Pers	Pers Mch	Pct	Dept	Work Ctr	Mach	Team	Job Class	C
177	10/04/2024	1	ERSKCN	16	000	0001			2:00	2:00	1,000	0.000	1	0.00	0.00	01	WC01	M1	TM1	JC1	

Overrides Screen

While in either the header or detail section of the Labor Entry screen and in either Add or Update mode

click on  icon to view and modify any of the default settings associated with this employee code.



Fitrix ERP Transaction Overrides

File Edit View Tools Help

Machine: M1
Department: D1
Job Class: JC
Work Center: WC01
Team: TM1
Group: GP1
Std Hours: 0.0

OK Cancel

GBC Version: 4.01.10.sidebarmenu-202401162045 Fitrix ERP

List Labor Transactions

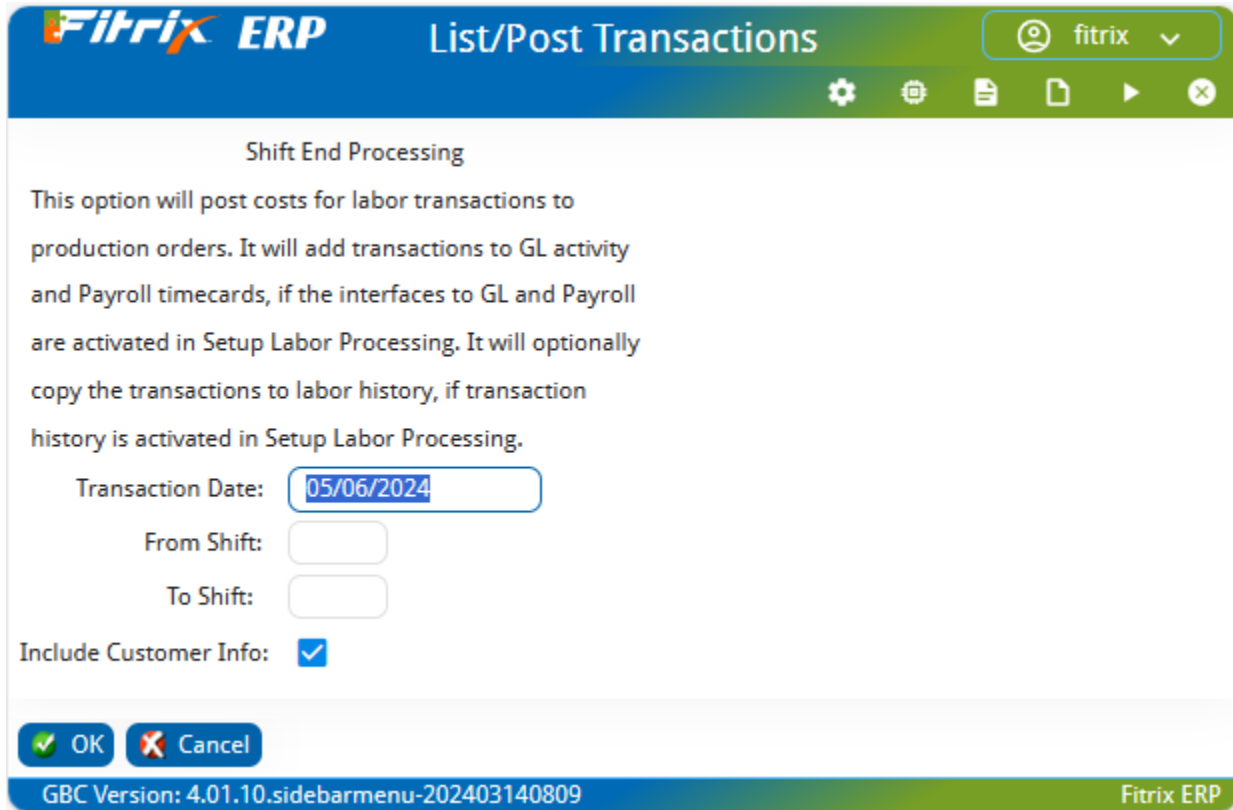
This edit listing must be run prior to posting the labor transactions.ssssssss

The screenshot shows a software window titled "Fitrix ERP List/Post Transactions". The window has a green header bar with the Fitrix ERP logo on the left, the title "List/Post Transactions" in the center, and a user profile icon labeled "fitrix" on the right. Below the header is a toolbar with icons for settings, help, print, save, and close. The main content area is titled "Shift End Processing" and contains the following text: "This option will post costs for labor transactions to production orders. It will add transactions to GL activity and Payroll timecards, if the interfaces to GL and Payroll are activated in Setup Labor Processing. It will optionally copy the transactions to labor history, if transaction history is activated in Setup Labor Processing." Below this text are three input fields: "Transaction Date:" with a text box containing "05/06/2024", "From Shift:" with an empty text box, and "To Shift:" with an empty text box. There is also a checkbox labeled "Include Customer Info:" which is checked. At the bottom left of the dialog are two buttons: "OK" (with a green checkmark icon) and "Cancel" (with a red X icon). The footer of the window is a green bar containing "GBC Version: 4.01.10.sidebarmenu-202403140809" on the left and "Fitrix ERP" on the right.

Post Labor Transactions

This program will create the timecard entry for employees that had labor transactions and also create GL activity

If you find errors in any transactions you post you can enter a negative transaction to reverse it and then re-enter it correctly..



The standard entries are as follows:

Program	Cost Type	Debit	Credit	Work Center (labor type W)	Job Class (labor type J)	Employee Rate (labor type E)	Standard Costing instead of average costing
Labor Posting (LP)	Labor	WIP-Labor	Mfg Control-Labor	Hrs worked * WC labor rate	Hrs worked * JC rate	Hrs worked * Employee rate	Pieces complete * WC Labor Rate * Std hrs per piece
	Overhead	WIP – Ovhd	Mfg Control-Ovhd	Hours worked * WC Ovhd Rate	Hours worked *	Hours worked *	Pieces complete *

Labor Processing Product Guide

					WC Ovhd Rate	Work Center Ovhd Rate	WC Ovhd Rate * Std hrs per piece
	Setup	WIP-Labor	Mfg Control- Labor	Hours worked * WC Labor Rate	Hours worked * JC Rate	Hours Worked * Employee Rate	WC Labor Rate * Setup hours
Payroll Posting		Mfg Control-Labor	Payroll payable or cash	Hours worked * Employee Rate	Hours worked * Employee Rate	Hours worked * Employee Rate	Hours worked * Employee Rate
Production Order Cost Variance Posting (AC)	Labor Rate Variance	Mfg Control - Labor	Labor Rate Variance Expense	Hours worked * WC Rate - Empl Rate	Hours worked * JC Rate - Empl Rate	N/A	WC Labor Rate * ((Pieces complete * Std hrs per piece) - Hours Worked)
	Labor Usage Variance	Debit to Mfg Control - Labor	Credit to Labor Rate Variance Expense	N/A	N/A	N/A	WC Labor Rate * ((Pieces complete * Std hrs per piece) - Hours Worked)
	Overhead Rate Variance	Debit to Mfg Control - Ovhd	Credit to Ovhd Rate Variance Expense	N/A	N/A	N/A	N/A
	Overhead Usage Variance	Debit to Closeout	Credit to WIP Close Var - WIP	Total WIP Additions - Prod Receipts	Total WIP Additions - Prod	Total WIP Additions - Prod	Total WIP Additions - Prod Receipts

Labor Processing Product Guide

	ance	Variance - Expense	Subac- count		Receipts	Receipts	
--	------	-----------------------	-----------------	--	----------	----------	--

Assumes a positive variance. If variance is negative, debits and credits will be reversed.

Assumes the accumulated value in WIP is more than the Production Receipt value.

The balance in the manufacturing labor control account will be cleared out when the time card is processed, employee is paid, and transaction is posted.

The balance remaining in the manufacturing overhead control account will be cleared out by a journal entry when your accountant determines which overhead expense accounts should be adjusted at month end.

GL Activity report:

Time card entry created

The screenshot displays the 'Update Time Cards' window in the Fitrix ERP system. The interface includes a menu bar (File, Edit, View, Navigation, Tools, Actions, Help) and a toolbar with icons for Find, Prev, Next, Add, Update, Delete, and Browse. The main content area is divided into several sections:

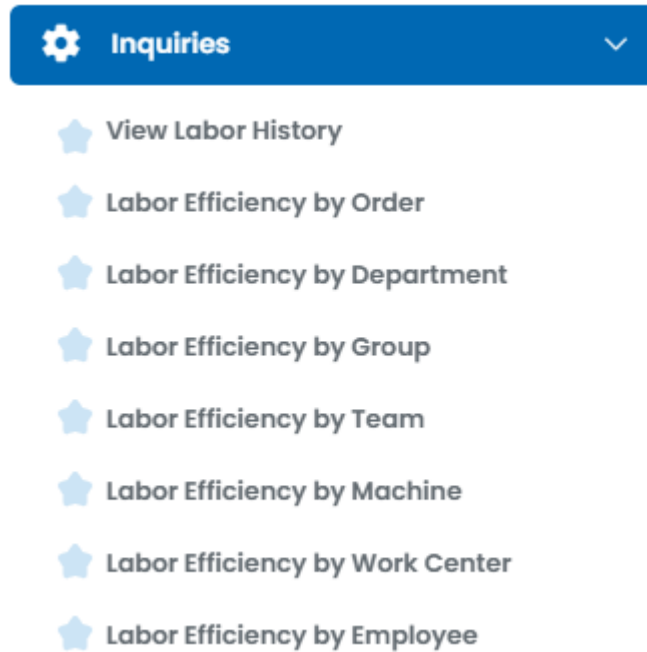
- Employee:** COCHM (dropdown), COCHRANE, MICHAEL D (text input).
- Time Card Dates:** Starting: 02/29/2024, Ending: 02/29/2024.
- Table:** A table with columns for Income Code, Rate, Number, Amount, and Hour. The data is as follows:

Income Code	Rate	Number	Amount	Hour
REGHR	5.50000000	80.00	440.00	80.00
OVERHR	9.75000000	0.00	0.00	0.00
SKHPAY	6.50000000	0.00	0.00	0.00
VCHPAY	6.50000000	0.00	0.00	0.00
BONUS	0.00000000	0.00	0.00	0.00
- Vacation Time:** Allowed: 59.00, Used: 0.00, Net: 59.00.
- Sick Time:** Allowed: 49.00, Used: 0.00, Net: 49.00.
- Time Card Totals:** Number: 80.00, Amount: 440.00, Hours: 80.00.

At the bottom, there is a 'View Detail' button and a footer with the text 'GBC Version: 4.01.10.sidebarmenu-202401162045' and 'Fitrix ERP'.

CHAPTER 4: INQUIRIES

This chapter addresses the functions in FITRIX Labor Processing which allows users to view business information which was entered in Table Maintenance and Transaction Processing. Inquiry functions dis-



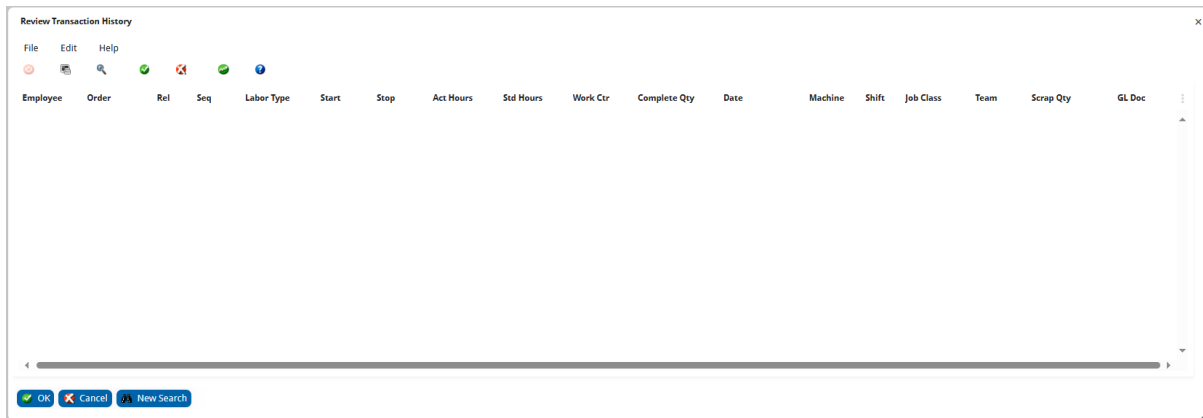
play information in a variety of formats.

The

inquiry functions included are:

- Labor History Transactions
- Labor Efficiency
 - By Order
 - By Department
 - By Group
 - By Team
 - By Item
 - By Machine
 - By Work Center
 - By Employee

VIEW LABOR HISTORY



Employee Display Only

The identifier for the employee that performed the work in this transaction.

Order Display Only

The production order number for which work is being reported.

Rel (Release) Display Only

The identifier for the split of the production order that is being reported.

Seq (Sequence) Display Only

The identifier for the step in the routing for which the work is being reported.

Lab Typ (Labor Type) Display Only

The identifier for the type of work being reported. Labor types are user defined in labor type maintenance.

Start Display Only

The time of day that the activity being reported was started.

Stop Display Only

The time of day that the activity being reported was stopped.

Labor Processing Product Guide

Act Hours Display Only

Total of actual hours reported.

Std Hours Display Only

Total standard hours per routing steps.

Work Center Display Only

The identifier for the work center in which this routing step is being worked.

Complete Qty Display Only

Quantity produced.

Mach (Machine) Display Only

The identifier for the work center in which this routing step is being worked.

Shift Display Only

The identifier for the shift on which the work being reported in this transaction occurred.

Job Class Display Only

The identifier for the job class that was assigned to the employee reporting time in this transaction.

Team Display Only

The identifier for the team assigned to this routing step.

Scrap Qty Display Only

Quantity scrapped.

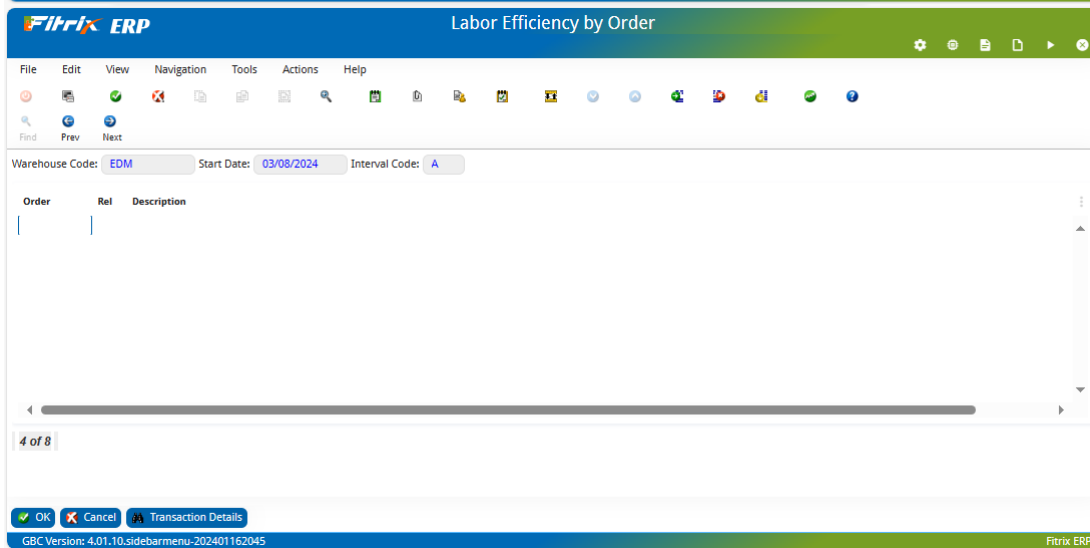
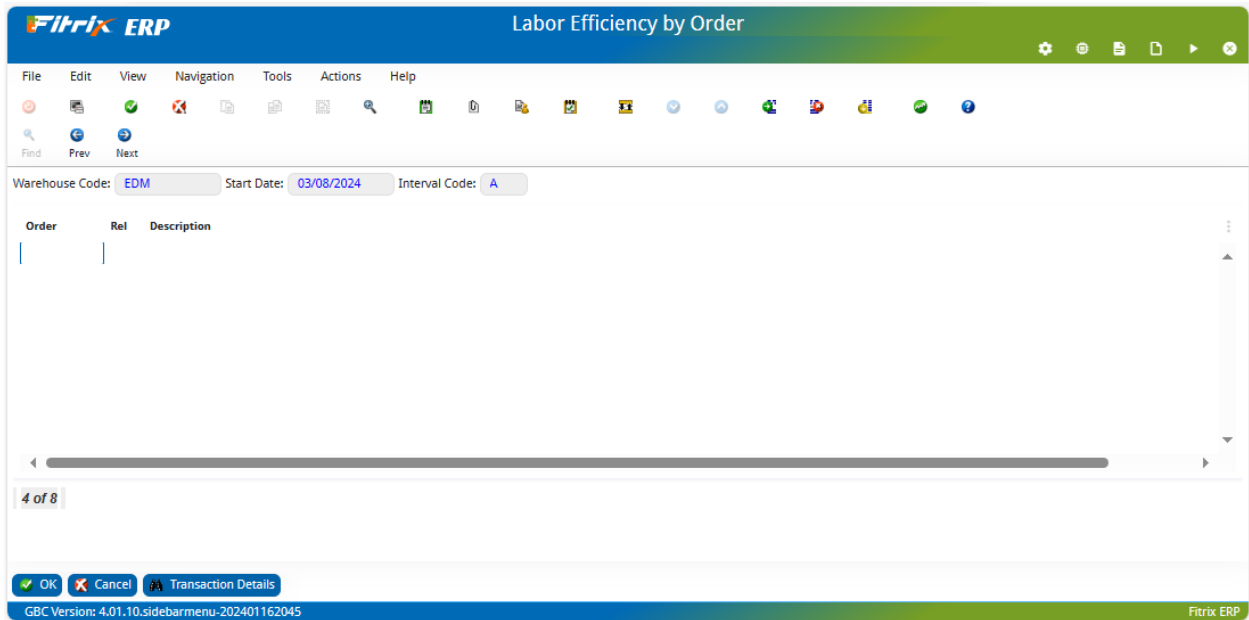
GL Doc Display Only

Posting document number.

LABOR EFFICIENCY SCREEN PROGRAMS

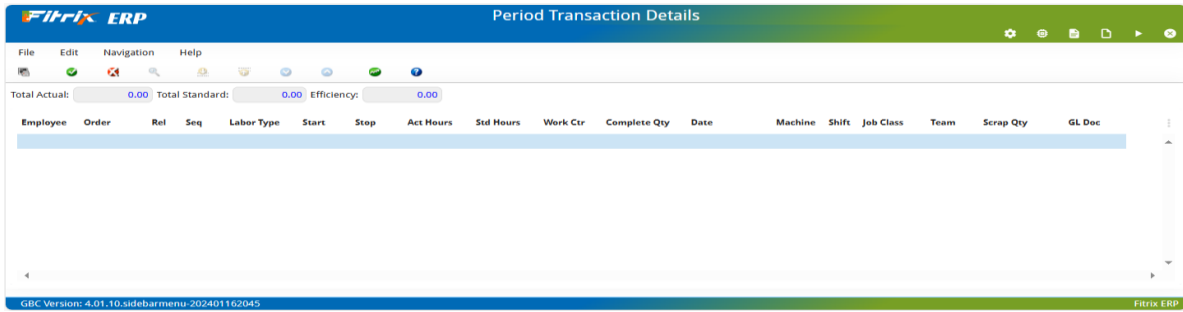
You can view labor efficiency by production work order, department, group, team, machine, work center, and employee. This screen below is Labor Efficiency by Order.

You must do a Find, enter warehouse, start date, and interval code A. Press enter or click OK to find records that match your search criteria.



Labor Processing Product Guide

To view transaction details, place the cursor on the detail cell you want to see the detail for and click on the Transaction Details button.



CHAPTER 5: REPORTS

This chapter addresses the function in FITRIX Labor Processing which allows users to print business information which was entered in Table Maintenance and Transaction Processing. The reports included in FITRIX Labor Processing are:

Labor History by Order, Department, Group, Work Center, Machine, Team, Employee

Labor Efficiency by Order, Department, Group, Work Center, Machine, Team, Employee



LABOR HISTORY REPORTS

You can run historical reports by order, department, group, work center, machine, team, or employee. The example here is Labor History by Order.

The screenshot shows the 'Labor History by Order' report form in the Fitrix ERP system. The form is titled 'Fitrix ERP Labor History by Order' and includes a user profile 'root'. The form fields are as follows:

- Warehouse:** An empty text input field.
- Production Order:** An empty text input field.
- Transaction Date:** Two date pickers, both set to '03/08/2024'.
- Shift:** A dropdown menu with options 1 through 7.
- Specific Labor Types:** A row of seven checkboxes, with the first one labeled 'RUN' and checked.
- Print Employee Name?:** A checked checkbox.

At the bottom of the form, there are 'OK' and 'Cancel' buttons. The footer of the window displays 'GBC Version: 4.01.10.sidebarmenu-202401162045' and 'Fitrix ERP'.

LABOR EFFICIENCY REPORTS

You can run efficiency reports by order, department, group, work center, machine, team, or employee. The example here is Labor Efficiency by Order.

The screenshot shows the 'Labor Efficiency by Order' report form in the Fitrix ERP system. The form is titled 'Labor Efficiency by Order' and has a user dropdown menu set to 'root'. The form fields are as follows:

- Warehouse: MIAMI
- From: (empty)
- To: (empty)
- Production Order: (empty)
- Transaction Date: 01/02/2012 (calendar icon) to 03/21/2012 (calendar icon)
- Shift: (empty)
- Summary/Detail: Detail (dropdown arrow)

At the bottom of the form, there are 'OK' and 'Cancel' buttons. The footer of the window displays 'GBC Version: 4.01.10.sidebarmenu-202401162045' and 'Fitrix ERP'.

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