

As the Wrench Turns

CPMS User's Journal

Happy Holidays to One and All !

A Great Year for CPMS

In many ways this year has been like the child coming downstairs Christmas morning and finding way too many presents under the tree. Which one should be opened first?



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Fixing problems, although tedious and not very exciting, still must be our first priority.



At the same time, we have been able to go back and redesign and improve many existing functions. And, whenever possible we have added new features which were just not available using the older version of our RBase data base manager.

For example, remember the old Top Ten and Work Load Balancing graphs used in earlier versions of CPMS? Give the new versions a test drive. The two new graphs in version 4.x are the Work History Summary and a line chart graph for Equipment Failures (soon to be released). A Merry Christmas indeed!

What Next?

Once again, our CPMS Users provide most of the great ideas for almost all of the CPMS enhancements. For example, we are adding:

★When using the new report options, you will be able to go directly to View, Print, or **Email**. If you select Email, CPMS will then automatically open Outlook (or your default email program).

★No more entering PO's one at a time. This will be the real benefit in getting your CPMS min/max values set up properly. Some customers are already using "Generate PO's for Parts at Minimum". This is being expanded to allow you to edit a "PO work sheet" before actually placing your orders.

★The new Equipment Failure graph will use the same selection criteria as you used when you printed the report. The report and graph can be for the entire plant, for one department, or even for just one line or machine.

Emailing Reports

What good is having all the new reporting and graph capability if you don't know how to share them with your management, other departments, or other plants in your company. Most companies are making critical decisions every day without enough information. Be part of the process by providing accurate reports to your management.

The following example shows how you can run a report and then create a PDF file to attach to an email and then send to one or more contacts in your address book.

Make sure that you are comfortable using all of the icons on the tool bar at the top of the page. When you click on the Printer icon in the upper left corner, you will see the Print Menu.

Here you can select the desired Printer, printer Properties, Page Range, Copies (including Collating) and even selecting All, Even, or Odd pages.

At the bottom of this menu you can click on Print to File. It is here that you can select the file type, file name, and even the file location where your email will get this file attachment.

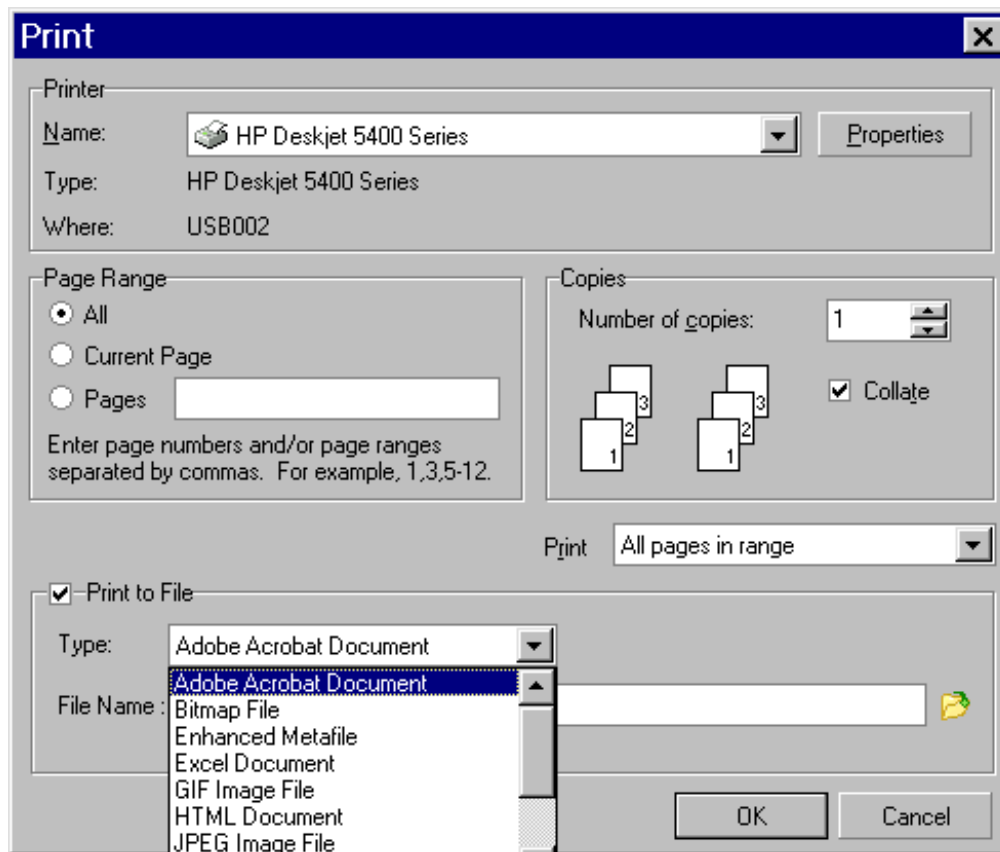
December 20, 2006
10:01 AM

MECHANICS FILE

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Intl Info Services

Number	Employee	Start Date	Rate/ Skill	Shift/ Level	Day Off	Vacation, Training or Leave
104	PHILIP MAZZEI	10/02/61	\$11.25	1	TU	
109	JOHN CAMPBELL	05/07/62	\$11.25	2	TH	
118	MOLINA QUEZON	03/21/88	\$10.25	0	SU	
122	THOMAS KEMPIS	09/23/63	\$12.25	2	FR	
130	EDWIN DOWNES	12/09/63	\$12.75	1	FR	
160	ISSAC FROEBOL	04/15/68	\$14.25	1	TH	
187	OLIVER GIBBS	11/30/70	\$11.21	1	SU	
331	LOUIS LEAKEY	12/29/75	\$10.25	3	SA	
450	WILLIAM HERBERT	01/30/78	\$12.25	3	MO	
456	JOSEPH OLIVER	03/06/78	\$10.25	1	WE	
472	LEIF ERICSON	08/07/78	\$10.75	3	TU	
483	SILVA ANDRADAE	01/02/76	\$10.25	2	MO	
530	HILAIRE BELLOC	02/01/78	\$10.25	1	WE	
651	WASHINGTON IRVING	12/02/80	\$14.25	2	WE	
689	SAMUEL JOHNSON	08/16/81	\$10.25	0	TH	
728	JACQUES NECKER	07/19/82	\$10.81	1	MO	
745	JEAN PICARD	10/05/82	\$10.25	1	TH	
999		10/09/84	\$10.25	0	TU	

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The default file type (Adobe- PDF) is what you should normally use for your attachments. But, you are welcome to try out some of the other file types.

After making your selection, you must enter a file name. For example: Employees.

And finally, you can change the folder where the attachment is located by clicking on the yellow folder to the right of the File Name box. The default location is in your CPMS data files folder which is normally \Maint. You can change this to an Outlook or My Documents folder used for attachments or PDF files.

Some companies have restrictions on attachments or the type of file extensions you are allowed to send via email. Create a report in CPMS and email it to yourself as a file attachment so that you feel comfortable using this important tool.

Loading CPMS Updates

You must have supervisor status in order to load CPMS program updates. And you also need to know how to locate files and folders using Windows Explorer (not your Internet Explorer Browser). In most cases, your CPMS files will be on a server. If you are not authorized or don't feel comfortable copying data to your server, or if you are not familiar with using the WinZip program then...

STOP

and get technical support.

Loading CPMS updates is a three-step process.

1. Backup your CPMS program and files.
2. Unzip the CPMS update file into your CPMS files folder (default: \Maint)
3. Run the CPMS update utility which applies the new changes to your program and data base.

Step 1

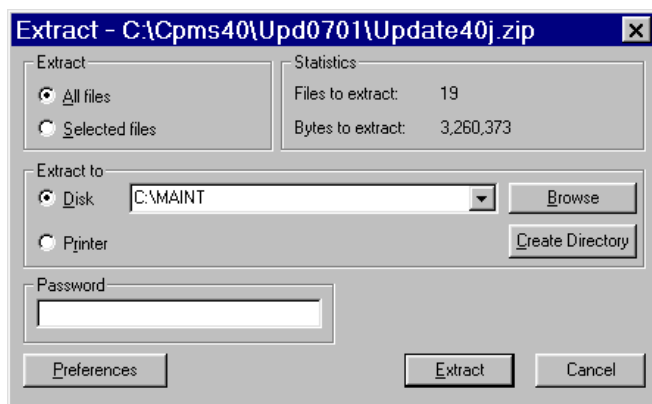
First, make sure and read all of the instructions included in the CPMS update email.

Pick a time when others do not need to use the CPMS program. With no one in CPMS, back up your CPMS files which are time stamped and saved the Archive folder. (Use the “Logged in Users” option to check if others are in CPMS.) As an added precaution, you should also copy the CPMS application file (CPMS.PRC) to the CPMS Archive folder.

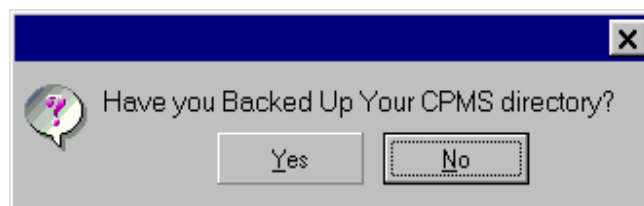
Step 2

Updates to CPMS are emailed to our customers as a file attachment and are also available on our CPMS website. If you are not familiar with the WinZip program (which is used to extract the files in the CPMS update file) or if you are not authorized to update files on your server, then you should ask for help.

Make sure that the **Extract to** box specifies the location of your four CPMS data files (MMIS.rb1,2,3,4). The default is **\Maint**



We also recommend that customers use the full version and not the trial version of WinZip. It is not expensive, it is up to date, and it is easier to use.



Step 3

Go to CPMS and choose Supervisor, Other Utilities, and Load CPMS Updates. Choose the update file from the popup list. There should only be one choice which matches the update file name. CPMS will automatically delete the update file from the \Maint folder after the updates are successfully loaded. And, you will still be using the current version of CPMS until the updates complete and you are returned to your desktop. When you return to CPMS you can verify the new version by clicking on the About tab.

Good News!

Both of these functions are being further automated.

★CPMS will automate sending PDF files by going directly to your email program (normally Outlook) when you are sending a report as a file attachment.

★CPMS will guide you through the Unzip and Extract CPMS Update process all from within the CPMS program. Updates are too important so let's make it easier!

And the Winner is...

No winners this time and we didn't think the quiz was that difficult???

The quiz involved looking for data in one table based upon a value in a second table. CPMS does this automatically when you run various reports and program functions. You can do this yourself by clicking on “Look in” in Power Search.

Try this yourself by going to Edit and choose Master Schedule and click on "Look in". See if you can locate equipment which has the word Oven in the description. If you are clicking properly, your selection box will look like:

```
EQ_NBR IN (SELECT EQ_NBR FROM
EQUIP WHERE EQ_DES CONTAINS
"OVEN")
```

We are going to leave that quiz out there one more month and see what happens...

CPMS Quiz

It's Christmas and so we will return to the old format from yesteryear.

Can you locate the grammar mistake in the last newsletter? If you have lost it, please visit our website.

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