Doorlister®
Drawerlister™
"The Cabinet Door & Drawer Making Solutions"™

Job Tracking Module

The Job Tracking Module allows a company to setup an unlimited number of workstations (work areas or processing areas) and gives the ability to track a jobs progress in a sequential manner.

Workstations

There is a "Workstation" menu selection from the Menu Selection "Settings → Workstations". With this form you may add as many Workstations as you like.

- **Workstation**: Name of Workstation as it will be seen in the shop Production form and the Jobs Released to Shop Report.
- **Sequence**: The normal sequence that will be used for processing jobs through the shop. The lower numbers will be accomplished first.
- **Description**: Description of the workstation helping to clarify what is done at this Workstation.

User Security

There are new user security settings relating to production. These are found under:
Settings → User Security → Security Access Settings

Action	Security Level	Allow Override	
Customer Reports/Labels	2	☑	
Customer Merge file	1	☑	
Export to UPS System	1	☑	
▶ JT Production	4	☑	
JT Release Job	2	☑	
JT Job Status	3	☑	
System Settings	1	☑	
DMI Data Pro Menu	1	☑	
DMI Export Orders	1	☑	

Description of Action
Ability to Set Jobs To Workstations (Main Menu)

Screen Show of the Set Workstation Screen that comes up when Production is selected from the Main Menu.

- Production (JT Production): Gives the ability to Set Jobs to Workstations. The actual
  "+" Menu item is available from the Main Menu and is titled "**Production**".
  This menu choice brings up a form that allows authorized Production
  Personnel to set a job as complete at their Workstation. A Job is Set by selecting the Job
  then Clicking the + Button on the right. Once set, the Job will disappear from the local

Set Workstation

Released Jobs Selected Job No: 19743 Workstation

	Job No	Rel. Date	Cust ID	Finish	Job Name	
▶	19743	02/08/2001	AC080	Cabinet Oak-LS	BARBER A26	
	19742	02/08/2001	CC017	Light-LS	BAL 19/M	
	19741	02/13/2001	MS020	Sanibel-LS	8846	
	197334	02/15/2001	BB040	Driftwood-LS	SAMPLES5	
	19753	02/15/2001	AC080	Clear-LS	BOBO T27	
	19747	02/15/2001	DU010	Edisto-LS	C-76	
	19748	02/15/2001	RC020	Unfinished	RPL	
	19749	02/15/2001	MD010	Peach Contempo-LS	LACONTE	
	19750	02/15/2001	DC050	Peach Contempo-LS	SHORELINE 32848	
	19751	02/15/2001	DC050	Unfinished	DIS 289830	
	19752	02/15/2001	AV010	Clear-LS	1294	
	197332	02/15/2001	BB040	Clear w/CFG-LS	SAMPLES3	
	19734	02/15/2001	LC0707	Honey-LS	MORGAN-ADD	

Workstation list: Built, Inspected, Pre-Finished, Shipped

Record: 1 of 17

screen so that it won't be selected again for this workstation.

The Set Workstation form is customized for each workstation by selecting the Workstation from the scrolling list. Once selected, Doorlister®/Drawerlister™ will remember the workstation the next time the form is accessed.

- Release Job (JT Release Job): Gives the ability to release a job to the shop so it will show up on the Production form. A job is released by *double-clicking* the "**Release Date**" field on the Jobs form (Door Jobs → Add/Edit Jobs/Lists).
- Job Status (JT Job Status): This is a camera button on the Jobs form that shows the statues (Workstations completed) for the selected job. This form also gives the ability to Preview and Print a report (Job Status Report) of the status of the selected or All Jobs. Once a job's Shipped or Invoiced date field has been filled in it will no longer show up on this report.

Preview Jobs: