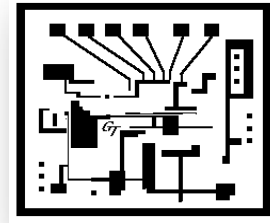# Job Costing & Tracking

GraphiTech's most powerful and accurate real-time data collection system with Bar Code Scanner(s), Touch Screen Input and Global Reporting.

Wireless Bar Code Scanner: The scanner is placed in a location that allows all employees of that Department to have access without having to leave their area. Since the scanner is wireless, it can move with the employee to any area needed.

Logging into a Job: When the employee is ready to start an activity related to the job at hand, they simply scan the Operation Code, their Employee Badge Code and the Job Code. The Job Code is found on the Traveling Documents (Job Ticket) while the Employee Code is displayed on their Employee Badge. The Operation Code is usually taped or glued to the equipment or station or they may have a laminated sheet with all appropriate Operation Codes displayed. Total time to scan all three codes is under 15 seconds!

Multiple Job Activities: If the employee is required to perform more than one job at a time, they simply scan the "Multi Log-In" code which allows them to log into another activity without logging the previous activity out.

Adding Materials: If any materials are needed for the job, they can simply be scanned using the "Materials to Job" icon or Bar Code. After entered, the input will be displayed on the Data Collection Terminal. The Job Ticket contains the Job Code, Material Code and Quantity. In addition, materials may be manually entered from the Reports program.

Lunch or Breaks: By scanning the Lunch or Break Code or Touching the Lunch or Break icon, the screen to the left will appear allowing you to easily scan your employee Badge Code. In addition to logging employee into Lunch or Breaks, it also has the effect of logging the employee out of all jobs they may be working on.

Defaults: By filling out the Default Screen, you enable employees to scan much fewer codes if they happen to be working in the department displayed. If Sandra worked in a different Department, she would only need to scan her OpCode followed by the Job Number.

GraphiTech COMPUTER SYSTEMS   423 SW Talquin Lane ❑ Port Saint Lucie, FL 34986 ❑ 800-634-8324