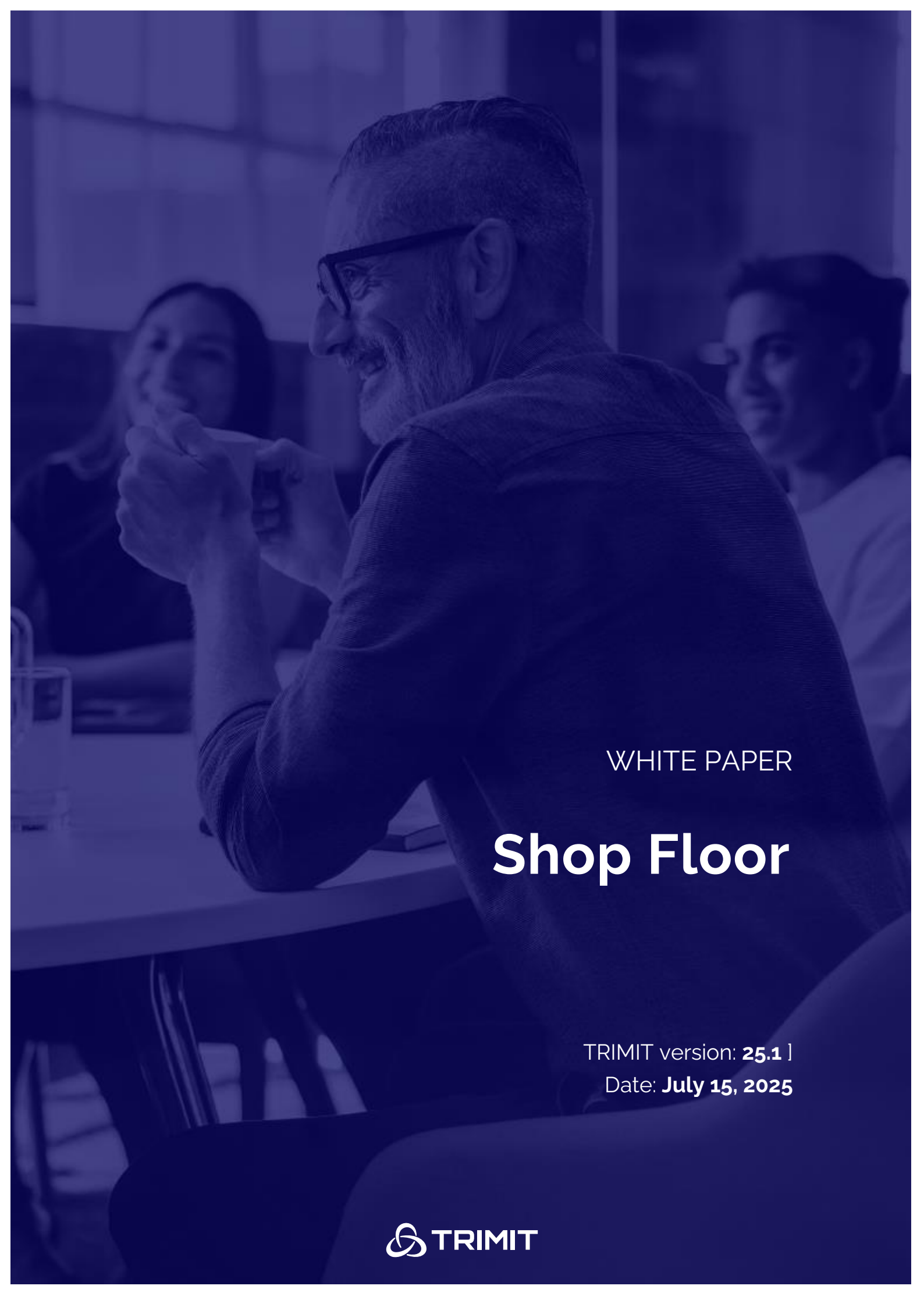




WHITE PAPER

Shop Floor

TRIMIT version: **25.1** |

Date: **July 15, 2025**

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Introduction

TRIMIT Shop Floor is TRIMIT's Time Registration App.

With TRIMIT Shop Floor, you can enter time spent on specific Tasks that are related to Production Orders, but you are also able to register Time of Arrival and Time of Departure as well as Time Absence.

The user needs a specific TRIMIT License including the TRIMIT Shop Floor application and needs to install the **TRIMIT Shop Floor app** alongside the **TRIMIT app**.

With **TRIMIT Shop Floor** you have an application that:

- Has limitless possibilities
- Dialog-oriented (customized by the company)
- On-line handling of Time Registration
- Employee Time Registration can only be edited and not deleted by the Employee.

On-line Time Registration does not mean that data is directly transmitted to a Payroll System. But for every entered Time Registration, the Type of Time (Normal Worktime, Overtime, Time of Absence, etc.) is determined and this is stored in the table **6038403 trm Time Transaction**, from where the Time Transactions can be checked and adjusted before you could transfer them to a Payroll System by using customization.

Where an Employee is referred to as *his* or *he* also *she* and *her* is applicable.

The audience for this document is the Consultant or very skilled User. It will only describe the TRIMIT fields/functionality and not the standard Business Central fields/functionality. Be aware of not changing settings and parameters in a live database without consulting the implementing partner.

The functionality described is the functionality as of **TRIMIT 25.1 for Business Central W1 BC26.X**.

The pictures in this White Paper are based on the demo data for **TRIMIT 25.1**, which is based on Microsoft Dynamics 365 Business Central 2025 Release Wave 1 in the demo company **CRONUS TRIMIT W1 Ltd.** (based on CRONUS International Ltd. of Microsoft Dynamics 365 Business Central).

Components

TRIMIT Shop Floor contains the following objects:

The tables

6038400	<i>trm Day Profile</i>
6038401	<i>trm Shop Floor Employee</i>
6038402	<i>trm Employee Group</i>
6038403	<i>trm Time Transaction</i>
6038404	<i>trm Shop Floor Groups</i>
6038405	<i>trm Shop Floor Reasons</i>
6038406	<i>trm Terminal Line</i>
6038407	<i>trm Terminal Header</i>
6038408	<i>trm Day Profile Suppl Setup</i>
6038410	<i>trm FM Check Buffer</i>
6038412	<i>trm Task</i>
6038413	<i>trm Datajournal Header</i>
6038414	<i>trm Datajournal Lines</i>
6038415	<i>trm Selection Group</i>
6038416	<i>trm Rotation Group</i>
6038417	<i>trm Rotation Lines</i>
6038418	<i>trm Teams</i>
6038419	<i>trm Active Task</i>
6038430	<i>trm Shop Floor Setup</i>

The table extensions
6038402 *trm Employee Group Ext* extends *trm Employee Group*
6038403 *trm Task Ext* extends *trm Task*

The pages

6038400	<i>trm Day Profiles</i>
6038401	<i>trm Day Profile Card</i>
6038402	<i>trm Employee Groups</i>
6038403	<i>trm Employee Group Card</i>
6038404	<i>trm Authority List</i>
6038405	<i>trm Shop Floor Reasons</i>
6038406	<i>trm Shop Floor Reason Card</i>
6038407	<i>trm Shop Floor Employees</i>
6038408	<i>trm Shop Floor Employee Card</i>
6038409	<i>trm Rotation List</i>
6038410	<i>trm Rotation Header</i>
6038411	<i>trm Rotation Subpage</i>
6038412	<i>trm Terminal List</i>
6038413	<i>trm Terminal Header</i>
6038414	<i>trm Terminal Line</i>
6038415	<i>trm Terminal Line Param</i>
6038416	<i>trm Time Transactions</i>
6038417	<i>trm Time Transaction Card</i>
6038418	<i>trm Selection Groups</i>
6038419	<i>trm Selection Groups Card</i>
6038420	<i>trm Shop Floor Groups</i>
6038421	<i>trm Day Profiles Suppl Setup</i>
6038422	<i>trm Task</i>
6038423	<i>trm DataJournalHeader</i>
6038424	<i>trm DataJournalLines</i>
6038425	<i>trm Task Subpage</i>

The pages

6038426	<i>trm Shop Floor Teams</i>
6038427	<i>trm Active Task</i>
6038428	<i>trm Shop Floor Teams Create</i>
6038429	<i>trm Task Routing</i>
6038430	<i>trm Shop Floor Setup Card</i>
6038431	<i>trm Shop Floor Empl. Stat</i>
6038432	<i>trm FM Check Employee Arrival</i>
6038433	<i>trm FM Check Transactions</i>
6038440	<i>trm Terminal Login</i>
6038441	<i>trm Terminal Menu</i>
6038448	<i>trm Register Matr. Consumption</i>
6038449	<i>trm Dialog – Finish Task2</i>
6038450	<i>trm Dialog – Select Task No.</i>
6038451	<i>trm Dialog – Conf Selectd Task</i>
6038452	<i>trm Dialog – Finish Task</i>
6038453	<i>trm Dialog – Absence Reg</i>
6038454	<i>trm Dialog – Scrapping</i>
6038455	<i>trm Dialog – Password</i>
6038456	<i>trm Dialog – Change WrkCenter</i>
6038457	<i>trm Dialog – Reason Selection</i>
6038458	<i>trm Dialog – Group Selection</i>
6038459	<i>trm Dialog – Correct Date/Time</i>
6038460	<i>trm Dialog – FM Check</i>
6038461	<i>trm Dialog – Empl. Totals</i>
6038462	<i>trm Dialog – Maintain Trans</i>
6038463	<i>trm Dialog – Copy Day Profile</i>
6038464	<i>trm Dialog – Select Prod.Order</i>
6038465	<i>trm Dialog – Finish Prod.Order</i>
6038466	<i>trm Dialog – Multiple Task</i>
6038467	<i>trm Dialog – Choose Task</i>
6038468	<i>trm Dialog – Maintain Trans2</i>
6038478	<i>trm Day Profil.Suppl.ListPart</i>
6038479	<i>trm Show Day Profiles</i>
6038480	<i>trm Active Task Factbox</i>
6038481	<i>trm Day Statistics Factbox</i>

The page extensions 6038400 *trm Day Profiles Ext* extends *trm Day Profiles*

6038401 *trm Employee Group List Ext* extends *trm Employee Groups*

6038402 *trm Production Rolecenter Ext* extends *trm Production Role Center*

6038403 *trm Task List Ext* extends *trm Task*

The reports

6036812	<i>trm Day Profile</i>
6038400	<i>trm Create Reasons</i>
6038401	<i>trm Check Differences</i>
6038402	<i>trm Show/Correct Balance</i>
6038411	<i>trm Time Specification</i>
6038413	<i>trm Insert Absence</i>
6038424	<i>trm Update Task Nos.</i>
6038427	<i>trm Create Rotations</i>
6038428	<i>trm Authority Issue</i>
6038429	<i>trm Authority List</i>

The codeunits

6038400	<i>trm Shop Floor handling</i>
6038401	<i>trm Shop Floor Events</i>
6038402	<i>trm Shop Floor Install</i>
6038403	<i>trm Shop Floor Initialize</i>
6038409	<i>trm FM Check Differences</i>
6038410	<i>trm Register Absent</i>
6038411	<i>trm Show/Correct Totals</i>
6038412	<i>trm Create Reasons</i>
6038413	<i>trm Call Shop Floor Terminal</i>
6038420	<i>trm Finish Prod. Orders</i>

Besides these special Shop Floor objects, also other objects are involved, like i.e., the Production Journal.

Setups for Shop Floor

This chapter contains information regarding the setups and basic data that you need for working with **TRIMIT Shop Floor**.

Automatic Created Data

When installing the **TRIMIT Shop Floor** app, some data is already been created:

- ➔ **Shop Floor Setup**. For more details, see [Shop Floor Setup](#)
- ➔ **Terminal Header** *DEFAULT*, with its default Terminal Lines:

Hide	Execute	Quick Number	Menu Text	Return To	Authority
☐	Arrive	1	Arrive	Login	
☐	Leave	2	Leave	Login	
☐	Start Task	3	Start Task	Login	
☐	End Task	4	End Task	Login	
☐	Absent	50	Absent	Login	
☐	New Password	53	New Password	Login	
☐	Correct Group	51	Correct Group	Menu	
☐	Correct Time	52	Correct Time	Menu	
☐	Material Registration	8	Material Registratio	Menu	
☐	Change Work Center	7	Change Work Center	Menu	
☐	Multiple Tasks	5	Multiple Tasks	Login	
☐	Message	55	Message	Login	
☐	Team Table	6	Team Table	Login	
☐	Statistics	59	Statistics	Menu	

The **Execute** action (names will be based on your Language setting) and the **Quick Number** belong together; they are also hard coded in the AL Code. Please do not change those. It is up to you if you want to change the other fields.

For more details regarding this **Terminal Header** page, see [Terminal Menu Setup](#)

Basic Setup

In the **Basic Setup** (found via **Search Basic Setup**) there is one parameter that needs to be set when using **TRIMIT Shop Floor**:

Basic Setup

Import TRIMIT License File | Actions | Automate | Fewer options

General

Formula Decimal Separator: Comma

Time Unit: Clock Minutes

No TRIMIT Functionality in Use: ☐

API Service URL:

API Service Token:

Statistics Data Updated:

Time Unit

You need to decide if you want Time based on *Clock Minutes* or *Centi Minutes*.

This will influence the way you will see Time entries or settings:

Should 1 Hour be shown as a total Capacity/Usage of 60 (*Clock Minutes*) or 100 (*Centi Minutes*)

Production Setup

In the **Production Setup** (found via **Search Production Setup**) there are specific parameters that need to be set when using **TRIMIT Shop Floor**:

Production Setup

General

Global Dimensions

Brand CodeInheritance

Season CodeInheritance

Job No.

Job No. Production OrderInheritance

Production Posting

Use Production Order No. for PostingYes

Posting Doc. No. Time Entries PerProduction Order

Posting Doc. No. Matr. Entries PerProduction Order

Base Calendar CodePRODUCTION

Registration

Prod. Order Lines

Time for Regeneration of Related Production Or...Online

Finishing

Material Consumption MethodManual

Outstanding Material by FinishingReset

Time for Related Order PostingBy Sales Order Posting

Finish Production Order by Task RegistrationNo

Close Inventory Production Orders at Finishing

Close Order Production Orders at Finishing

Automatically Archive Production Orders at Close

Journal Types

General Journal Template for Production Order P...PRODUCTION

Production Journal BatchDEFAULT

Approve Parameters

Approve Increased Material ConsumptionAsk if Finished more than Planned (Default No)

Approve Reduced Material ConsumptionAsk if Finished less than Planned (Default No)

Approve Change of Released Production OrderAsk if the Production Order is Released (Default No)

Approve Finishing Production OrderAsk if Finished Quantity is larger than Planned (Default No)

Information and Prices

Unit Cost CheckNo Check

Availability Check

Availability Check ProductionNone

Time Registration

Production Time RegistrationWithout Day Profile

Time Registration CalculationStart/End Time->Operation Time

Time Rounding Precision [Hours]0.00001

Time Description on Production Journal LineOperation Description

Base Calendar Code

With this Parameter, you can choose which **Base Calendar** you want to use for your Day Profiles (to set the Start-/End Times per Day and the Pauses), to determine what the working- and non-working Days are.

If this **Base Calendar Code** states that a Day is non-working, then this will overwrite the Day Profile on any level. This Parameter is applicable for the TRIMIT Base Application and for the TRIMIT Shop Floor Application. If no **Base Calendar Code** has been filled, the **Base Calendar Code** in the **Company Information** will be taken to determine the usual non-working days (like i.e., the National Holidays).

Finish Production Order by Task Registration in Production Setup

You can choose the following two options:

No	Production Order will not be finished when ending the Last Task of a Production Order.
By Last Operation	Production Journal for Type Finish will be filled based on the Operation Quantity when ending the Last Task of a Production Order.

Note

Based on a Production Order, you can create Tasks – used in combination with TRIMIT Shop Floor. Last Task will usually be the last operation in your Production Order.

This field can also be specified per [Location](#).

Location Card

✓ Saved

BLUE · BLUE

Zones

Bins

Inventory Posting Setup

Online Map

More options

General

Code

BLUE

MRP

MRP Run Priority

0

Name

BLUE

Finish Production Order by Task Registration

Setup

Use As In-Transit

Finish Production Order by Task Registration in Location

You can choose the following three options:

Setup	Production Order with Location Code is current Location, will be finished based on the corresponding field in the Production Setup.
No	Production Order will not be finished when ending the Last Task of a Production Order with Location Code is current Location.
By Last Operation	Production Journal for Type Finish will be filled based on the Operation Quantity when ending the Last Task of a Production Order with Location Code is current Location.

The content of this field will overrule the content of the corresponding field in the **Production Setup**.

General Journal Template for Production Order Posting

In this Parameter, you need to enter the name of the **General Journal Template** that will be used when a Production Journal Line is created. When posting the Production Journal Line, the values of Source Code and Reason Code of the Template are used.

If the Production Journal Line is created based on Time Registration in Shop Floor, the **Journal Batch** will be created based on the Current Date.

Production Journal Batch

In this Parameter, you can enter the name of the Production Journal Batch that can be used when a Production Journal Line is created manually. When posting the Production Journal Line, the values of Source Code and Reason Code of the Batch are used.

Production Time Registration

The setting of this Parameter determines how Production Time is entered into or processed in the system.

You can choose between the following two options:

Without Day Profile	The actual production time is entered manually into the Production Journal Lines without regarding the Day Profile. I.e., without calculating with pauses.
With Day Profile (Shop Floor)	The actual production time is automatically entered into the Production Journal Lines. The actual time comes from the TRIMIT Shop Floor module where pauses will be deducted based on the Day Profile.

Note

Day Profile is the setup of working hours during a day of the week.

This Parameter should be set to *With Day Profile (Shop Floor)* if you want to make use of the functionality of **TRIMIT Shop Floor** otherwise the Pauses will not be considered.

More details regarding all Parameters can be found in the **White Paper – TRIMIT Setups**

Time Registration calculation

In an Operation you can use an **M/C Factor** (Machine/Capacity Factor) to determine the factor between the Operation Time and the Machine Time. With this Parameter, you can determine which Time you register: The Operation Time by an Employee or the Machine Time.

You can choose between the following two options:

Start/End Date->Operation Time	The Time you want to post for consumption is the Operation Time. The Machine Time will then be calculated based on the Operation Time * M/C Factor.
Start/End Date->Machine Time	The Time you want to post for consumption is the Machine Time. The Operation Time will then be calculated based on the Machine Time * M/C Factor.

Time Rounding Precision

In this Parameter, you can enter the Rounding Precision for Time in hours.

If this Parameter is not filled, the system will calculate with 0,00001.

Time Description on Production Journal Line

This Parameter determines which text will be filled into the **Description** when a Production Journal Line with **Type** set to *Time Record* is created.

You can choose between the following six options:

None	No text will be entered automatically based on this Parameter.
Item No.	The Description will automatically be updated with Item No. from the Production Line if the Production Order No. is filled.
Item Description	The Description will automatically be updated with the Item Description from the Production Line if the Production Order No. is filled.
Operation No.	If the Operation No. is filled it will automatically be copied to the Description .
Operation Description	If the Operation No. is filled the Description will automatically be updated with the Description of the Operation No.
Series Description	If the Production Series is filled, the Description will automatically be updated with the Description of the Production Series .

Capacity Planning	
Partly Finished Operation	None
Delivery/Prod. Times	
Available Date is Exact Date	☐
Calculate Start/End Date Production Header	Due to Lead Time Calculation of Item
Calculate Start/End Date Production Line	Due to Start/End Date Production Header
Production Series	
Production Series for Sales Line	None
Bottleneck	
Bottleneck Reservation Method	Requested Week

Partly Finished Operation

In connection with "Partly Finishing" of a Production Order, this Parameter decides how the **Outstanding Qty.** on Operations should be calculated.

The Parameter is only working if the field **Time Consumption** on the **Operation** is set to *Finishing* or in connection with TRIMIT Shop Floor.

You can choose between the following four options:

None	Qty. Consumed is calculated according to Quantity to Report Finished divided by the Quantity to Produce on the Production Header. Outstanding Qty. is set to Outstanding Qty. subtracted the Qty. Consumed . Manually consumed Time is influencing Outstanding Qty.
Outstanding Quantity	Qty. Consumed is calculated according to Quantity to Report Finished divided by the Quantity to Produce on the Production Header. Outstanding Qty. on the Operations will be calculated according to the Outstanding Qty. and the Quantity to Produce on the Production Header multiplied with the Calculated Consumption Qty. on the Operation. Manually consumed Time is not influencing Outstanding Qty.
Last	Qty. Consumed is calculated according to Quantity to Report Finished divided by the Quantity to Produce on the Production Header. Outstanding Qty. on the Last Operation on the Production Order will be calculated according to the Outstanding Qty. and the Quantity to Produce on the Production Header multiplied with the Calculated Consumption Qty. on the Operation. Operations above the Last Operation will be set to Outstanding Qty. = 0. Manually consumed Time is not influencing Outstanding Qty.
Proportional	This was a customer specific option: Do not use it!!

Location

Location Card

BLUE · BLUE

Online Map

Resource Locations

Zones

Bins

Inventory Posting Setup

Warehouse Employees

Dimensions

Related

Automate

Fewer options

General

Code

BLUE

Name

BLUE

Use As In-Transit

MRP

MRP Run Priority

0

Finish Production Order by Task Registration

Setup

Setup

No

By Last Operation

Address & Contact

Show more

Finish Production Order by Task Registration

You can choose the following two options:

Setup	Based on corresponding field in the Production Setup .
No	Production Order will not be finished when ending the Last Task of a Production Order.
By Last Operation	Production Journal for Type Finish will be filled based on the Operation Quantity when ending the Last Task of a Production Order.

Shop Floor Setup

In the **Shop Floor Setup** (found via **Search Shop Floor Setup**) you can maintain the specific Shop Floor Parameters.

FastTab General

Shop Floor Setup

Related

General

Use Shop Floor for

Time & Task Registration

Rotation Method

Date

Employee ID

No.

Period Start Date

1/20/2020

Sign for fast Arrive

+

Period End Date

2/2/2020

Sign for fast Leave

-

Employee Statistic Page ID

6038431

Timeout Terminal (sec)

30

Terminal Statistic Page ID

6038431

Block Close Terminal Login Page

☐

Description of the Fields:

Use Shop Floor for

When using the Shop Floor functionality, an Employee can register Time (Arrival, Time Usage for Tasks, Leave). It is also possible to determine that the Employee only needs to register Time Usage for Tasks. In that case, the Employee does not have to confirm that he Arrived or Left on a day, and Holiday or Sick Leave does not have to be registered anymore.

You can choose between the following two options:

Time & Task Registration	You can register Time for Arrival, Leave and for Tasks.
Only Task Registration	You can only register Time for Tasks.

If this parameter has been set to *Only Task Registration*; it also means that the **Sign for fast Arrive** will be applicable for the **Start Task** action.

If this parameter has been set to *Only Task Registration*; it also means that the **Sign for fast Leave** will be applicable for the **End Task** action.

In case the **Use Shop Floor for** is *Time & Task Registration*, the **Terminal Menu** Actions will look like:

Terminal Menu

Arrive [1]

Leave [2]

Start Task [3]

End Task [4]

Multiple Task [5]

Team Table [6]

...

In case the **Use Shop Floor for** is *Only Task Registration*, the **Terminal Menu** Actions will look like:

Terminal Menu

Start Task [3]

End Task [4]

Multiple Task [5]

Team Table [6]

Change Work Center [7]

...

Employee ID

This Parameter determines how Employees need to check-in to the **Terminal** to register time.

You can choose between the following four options:

No.	Employees will only need to enter their Employee No.
ID Card	Employees will only need to enter their ID Card code
No. + ID Card	Employees need to enter their Employee No. or their ID Card code.
ID Card + No.	Employees need to enter their ID Card code or their Employee No.

Note

The difference between the option *No. + ID Card* and *ID Card + No.* is the sorting for checking if the entered value is right for the Terminal Login.

Sign for Fast Arrive

In this Parameter you can enter a sign (like the plus-sign "+") as a short key to be entered on the Terminal to tell the system that the Employee has arrived (when **Use Shop Floor for** = *Time & Task Registration*) or Starts a Task (when **Use Shop Floor for** = *Only Task Registration*)

Sign for Fast Leave

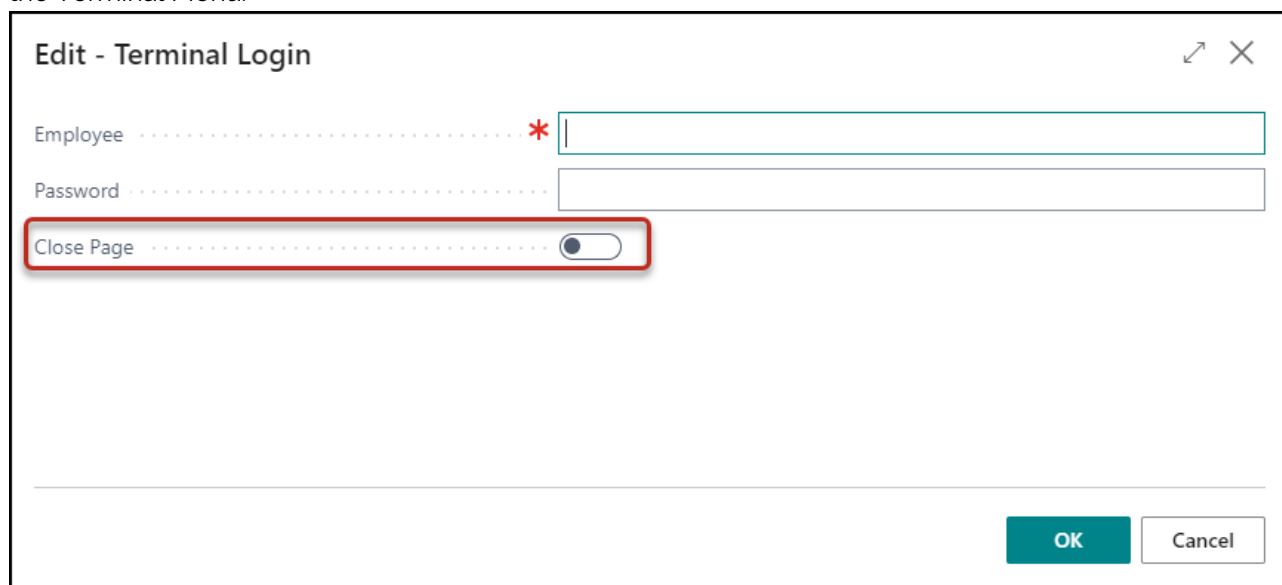
In this Parameter you can enter a sign (like the minus-sign "-") as a short key to be entered on the Terminal to tell the system that the Employee has left (when **Use Shop Floor for** = *Time & Task Registration*) or Ends a Task (when **Use Shop Floor for** = *Only Task Registration*)

Timeout Terminal (sec)

In this Parameter, you can enter the quantity of seconds before the Terminal Menu will close automatically after you have received a message, that it will close.

Block Close Terminal Login Page.

If set to Yes, the **Terminal Login** page will remain Open after any Action the Employee might execute in the Terminal Menu.



In that case, he also needs to click **Close Page** in the **Terminal Login** page to close the page.

Rotation Method

This Parameter determines how different shifts will be rotated (see [Rotation](#)).

You can choose between the following two options:

Date	I.e., Day, Evening and Night in a three-week rotation
Period	A period can be setup per Department with a Start/End date, with even a possibility to specify it even further per Employee.

Period Start Date

In this Parameter you can enter the **Start Date** for the Foremen's check, and it will be used as default for the **Start Date** of the **FM Check Differences** report (Foremen Check Differences report)

Period End Date

In this Parameter you can enter the **End Date** for the Foreman's check, and it will be used as default for the **End Date** of the **FM Check Differences** report.

Employee Statistic Page ID

In this Parameter you can enter the Number of the Page for the Employee Statistics – in case you might have a customized page for it.

The standard TRIMIT page for it is **6038431 Shop Floor Empl. Statistics** (Caption = Employee Statistics)

Terminal Statistic Page ID

In this Parameter you can enter the Number of the Page for the Terminal Statistics– in case you might have a customized page for it.

The standard TRIMIT page for it is **6038431 Shop Floor Empl. Statistics** (Caption = Employee Statistics)

Note

The Page IDs should be considered as a starting point for the Statistics. Page **6038431 Shop Floor Empl. Statistics** can be considered as a starting point for customization. But this is all the user needs.

FastTab Task Registration

Task Registration	
Journal for Task Registration	Production Journal
New Journal Per	Per Day
Quantity Registration	By Operation
Retain Work Center by Task End	☐
Check Work Center Manning	☒
Time Unit for End Task	Hours

Description of the Fields:

Journal for Task registration

With this Parameter you can determine to which Journal registered time on Tasks should be written. You can choose between the following two options:

Production Journal	The registered time will be written directly to a Production Journal , in which Lines will be related to Operations of Production Orders
Data Journal	The registered time will be written in a Data (Shop Floor) Journal and do not need to have a direct connection to an Operation.

New Journal Per

With this Parameter you can determines when a new **Journal Batch Name** must be created. You can choose between the following nine options:

Per Day	Per Day Name will be YYYY-MM-DD, i.e., 2016-01-28
Week M -> S	Per Week from Monday to Sunday Name will be YYYY + "-W-" + WW, i.e., 2016-W-04
Week T -> M	Per Week from Tuesday to Monday Name will be YYYY + "-W-" + WW, i.e., 2016-W-04
Week W -> T	Per Week from Wednesday to Tuesday Name will be YYYY + "-W-" + WW, i.e., 2016-W-04
Week T -> W	Per Week from Thursday to Wednesday Name will be YYYY + "-W-" + WW, i.e., 2016-W-04
Week F -> T	Per Week from Friday to Thursday Name will be YYYY + "-W-" + WW, i.e., 2016-W-04

Week S - > F	Per Week from Saturday to Friday Name will be YYYY + "-W-" + WW, i.e., 2016-W-04
Week S - > S	Per Week from Sunday to Saturday Name will be YYYY + "-W-" + WW, i.e., 2016-W-04
Per Month	Per Month Name will be YYYY + "-M-" + MM i.e., 2016-M-01

Quantity Registration

In this Parameter you can determine what the Quantities represent that you can enter when registering time. You can choose between the following two options:

By Operation	The quantities represent the number of times you executed the Operation
By Produced Quantity	The quantities represent the number of 'produced' products for a Production Order.

Note

If you choose *By Produced Quantity*, the time for the operation will simply be calculated based on the time you started a Task and the time you ended a Task.

Retain Work Center by Task End

A checkmark in this Parameter will keep the Work Center in memory even if you end a Task if other Tasks will also be executed on the same Work Center.

Check Work Center Manning

A checkmark in this Parameter will check if there are not more Employees working on the same Operation that would exceed the **Maximum Manning** of the Work Center.

Time Unit for End Task

When ending a Task in the Terminal Menu of Shop Floor, you can enter the Machine Time and/or Operation Time based on the field **Allow Adjustm. of Operation & Machine Time** in the Operation of the Task.

With this Parameter which can be set to *Hours* or *Minutes* you can determine if the Time you enter during ending a Task should be entered in Hours or in Minutes.

FastTab Counters

Counters

Counter 1
Counter 1 Type: General
Transfer Counter 1 To: None
Transfer Counter 1 Factor: 0,00

Counter 2
Counter 2 Type: General
Transfer Counter 2 To: None
Transfer Counter 2 Factor: 0,00

Counter 3
Counter 3 Type: General
Transfer Counter 3 To: None
Transfer Counter 3 Factor: 0,00

Counter 4
Counter 4 Type: General
Transfer Counter 4 To: None
Transfer Counter 4 Factor: 0,00

Counter 5
Counter 5 Type: General
Transfer Counter 5 To: None
Transfer Counter 5 Factor: 0,00

Counter 6
Counter 6 Type: General
Transfer Counter 6 To: None
Transfer Counter 6 Factor: 0,00

Counter 7
Counter 7 Type: General
Transfer Counter 7 To: None
Transfer Counter 7 Factor: 0,00

Counter 8
Counter 8 Type: General
Transfer Counter 8 To: None
Transfer Counter 8 Factor: 0,00

Counter 9
Counter 9 Type: General
Transfer Counter 9 To: None
Transfer Counter 9 Factor: 0,00

Counter 10
Counter 10 Type: General
Transfer Counter 10 To: None
Transfer Counter 10 Factor: 0,00

Description of the Fields:

The Counters 1 – 10 will be used on the report for **Time Registration** and in the Statistics.

These 10 Counters represent 10 different Time Types - which will be filled based on the **Shop Floor Reasons** - that can be used for Statistics.

Counter 1 – 10 Type

In these Parameters you can choose the **Type** of the hours that will be shown.

You can choose the following three options:

General	The quantity will be calculated regardless of the content of Time Supplement and Time Deduction in the Shop Floor Reason.
Overtime	The quantity will only be calculated if the Time Supplement and Time Deduction of the Shop Floor Reason is specified as <i>Overtime</i> and if the hours are outside the normal working hours of a Day Profile.
Time Off in Lieu	The quantity will only be calculated if the Time Supplement and Time Deduction of the Shop Floor Reason is specified as <i>Time Off in Lieu</i> and if the hours are outside the normal working hours of a Day Profile.

Transfer Counter 1 – 10 to

In these Parameters you can choose if the time of this Line should also be included in the totals of the four options that you can choose.

You can choose the following four options:

None	The time should not be included – this is the default option.
Basis Time	The time should be included in the Basis Time
Overtime	The time should be included in the Overtime
Time Off in Lieu	The time should be included in the Time Off in Lieu Time

Transfer Counter 1 – 10 Factor

In these Parameters you could enter a factor that can be used if you selected **Transfer Counter 1 – 10** <> *None*. The default is 0 which will be calculated as if it is 1.

I.e., **Transfer Counter 1** is *Basis Time*, and the **Transfer Counter Factor** would be 0,5. This means that if you would register 3 hours on Counter 1, it will become only 1,5 hours of *Basis Time*.

FastTab Counter Captions

Counter Captions			
Counter 1 Caption		2	
Counter 2 Caption		2	
Counter 3 Caption		2	
Counter 4 Caption		0	
Counter 5 Caption		0	
Counter 6 Caption		0	
Counter 7 Caption		0	
Counter 8 Caption		0	
Counter 9 Caption		0	
Counter 10 Caption		0	

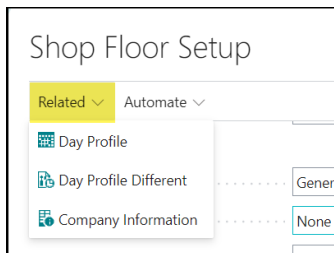
Counter Caption 1 – 10

You can enter the **Caption** for the Counters 1 – 10.

By drill-down on the field, you can enter the **Caption** per **Language Code**

CAPTION CLASS CAPTIONS WORK DATE: 6-9-2020			
✓ SAVED			
Search + New Edit List Delete Open in Excel			
Language Code ↑		User Defined Caption	
→	ENU	:	Holiday
	NLD		Vakantie

Related



Shop Floor Setup

Related Automate

Day Profile

Day Profile Different

Company Information

Via **Day Profile** you can enter the overall Day Profile that will be used if you are working with TRIMIT Shop Floor – but you can also specify the **Day Profile** on a lower level: **Employee Group** or even for a specific **Employee**.

The **Day Profile** of the Shop Floor Setup will be applicable for all **Employees**, unless you enter a specific **Day Profile** for his **Employee Group** or for the **Employee**.

See [Related/Day Profile](#) for more details.

Day Profile Different will overrule the **Day Profile** of the Shop Floor Setup.

You can enter the specific dates where the general **Day Profile** will not apply.

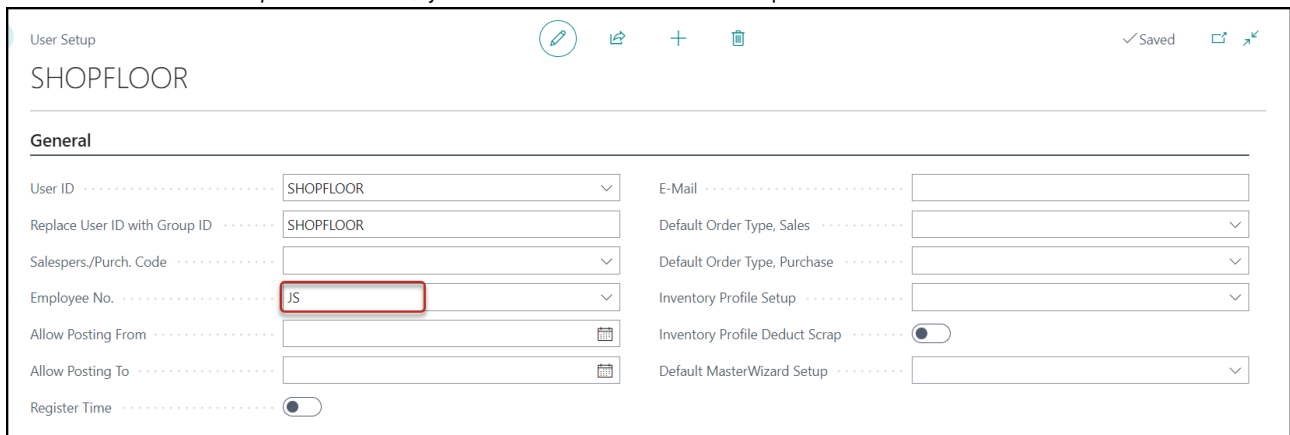
I.e., The normal working hours on a Monday are from 8:00 to 16:00. But for Whit Monday the **Total Hours** are Zero.

See [Related/Day Profile Different](#) for more details.

Company Information will simply show the Company Data that can also be found via **Search Company Information**

User Setup

Via **Search User Setup**, click **Card**, you can enter the User Setup.



User Setup

SHOPFLOOR

General

User ID SHOPFLOOR

Replace User ID with Group ID SHOPFLOOR

Salespers./Purch. Code

Employee No. JS

Allow Posting From

Allow Posting To

Register Time

E-Mail

Default Order Type, Sales

Default Order Type, Purchase

Inventory Profile Setup

Inventory Profile Deduct Scrap

Default MasterWizard Setup

Employee No.

This is the corresponding **Employee No.** of this User.

This is, however, not mandatory for using **TRIMIT Shop Floor** but could be used for customization regarding exporting Time Registration to a Payroll System.

User Settings

By using the **User Settings** (via **Search User Settings**) you can determine what the **Role** is in which the User will start TRIMIT.

User Settings

Search

Analyze

New

Manage

Edit

View

Delete

User ID ↑	Role	Language	Region	Company
ADMIN	TRIMIT Production	English (United States)	English (United States)	CRONUS TRIMIT SF
TRAINING	TRIMIT Small Business	English (United States)	English (United States)	CRONUS International Ltd.
SHOPFLOOR	TRIMIT Shop Floor Terminal	English (United States)	English (United States)	CRONUS TRIMIT SF

User Settings

SHOPFLOOR

Clear Personalized Pages

Related

Automate

Fewer options

General

User ID

SHOPFLOOR

...

Time Zone

(UTC-12:00) International Date Line West

...

Role

TRIMIT Shop Floor Terminal

...

Company

CRONUS TRIMIT SF

...

Language

English (United States)

...

Teaching Tips

Region

English (United States)

...

There is a specific **Role** for users that only needs to register Time spent via the **TRIMIT Shop Floor Terminal**.
In that case the User will get a very simply Role Center so he can login to the **TRIMIT Shop Floor Terminal** by clicking **Login (F2)** in the **Actions** or simply pressing **F2**.

Dynamics 365 Business Central

CRONUS TRIMIT SF

All Reports

Actions

> Login [F2]

Back to top

Employee Group

Employee Groups are the number of periods in each company there are decisive for how many separate groups of Employees you need (for example: day shift, evening shift, night shift, etc.).

All Employees who will use **TRIMIT Shop Floor** needs to be connected to an Employee Group.

You can attach specific **Day Profiles** to an **Employee Group**.

You can find the **Employee Groups** via **Search Employee Groups** or when using the **TRIMIT Production Role Center** via **Shop Floor, Employee Groups**

CRONUS TRIMIT SF

< .logistics

Product Design

Sales

Purchase

MRP Setup

Posted Documents

Shop Floor

All F >

Tasks

Active Tasks

Employee

Employee Groups

Teams

Shop Floor Rotation

Selection Groups

Terminal Menu

Employee Groups: All

Search

Analyze

+ New

Delete

Edit List

Day Profile

Card

Actions

Related

...

🔗 🔍 📄 ↗️ 📌

Code ↑	Description
DAY	07:00 - 15:30
EVENING	15:15 - 23:45
NIGHT	23:30 - 07:10
W:OVERTIME	Work on the Weekend - Overtime
W:TIME OFF	Work on the Weekend - Time Off

Another reason that can affect the number of Employee Groups is the integration into a Payroll System. The Card (by clicking **Card**) of the **Employee Group** looks as follows:

Employee Group

🔍

🔗

+

🗑️

✓ Saved

🔗 ✎

DAY

Day Profile

More options

Arrival/Departure

Code

DAY

Authority

Description

07:00 - 15:30

Filter Reason Group Code

...

Turbo Arrive/Leave

No

Use Shop Floor for

Setup

Dialog Time (Seconds)

2.000

Task Time

Total Time Registration

No

End Task Codeunit

0 ...

Start Task by Arrive

No

Select Task Codeunit

0 ...

Default Task No.

0

Multiple Tasks Page

0 ...

End Task by Multiple Tasks

☐

Multiple Tasks Codeunit

0 ...

Allow Multiple Tasks

☒

Description of the Fields:

Code

Unique **Code** for this **Employee Group**.

Grouping of the Employees is mandatory for **TRIMIT Shop Floor**, so you need to create at least one **Employee Group**.

Description

Description for this **Employee Group**.

Turbo Arrive/Leave

This field indicates if an Employee assigned to this Employee Group should be able to Turbo Arrive/Leave.

Turbo Arrive/Leave is the possibility to in/out-stamp the Employee without being confronted with the Terminal Menu.

You can choose between the following five options:

No	Turbo Arrive/Leave will not be used.
Automatic	Turbo Arrive/Leave will take place without interaction of the Employee. This will apply for Arriving and for Leaving.
With Confirmation	The employee will be asked whether he wants to register Arriving or Leaving
Arrive (Aut)	Turbo Arrive will take place without interaction of the Employee
Leave (Aut)	Turbo Leave will take place without interaction of the Employee

The automatism takes place if the Employee will arrive between the **Earliest Arrive** and **Latest Arrive** of the Day Profile connected to the Employee Group.

The automatism takes place if the Employee will leave between the **Earliest Leave** and **Latest Leave** of the Day Profile connected to the Employee Group.

Access	
Earliest Access:	06:45:00
Latest Access:	16:00:00
Earliest Arrive:	06:45:00
Latest Arrive:	07:15:00
Earliest Leave:	15:15:00
Latest Leave:	15:45:00

Dialog Time (Seconds)

Specifies how many Seconds any Dialog page (message) from the system must remain on the screen for reading.

Authority

In this field you can enter a code of an Authority.

In several processes you can set up that only Employees of an Employee Group with a specific **Authority** can select/use specific codes/processes.

I.e., to register *Overtime* or for using specific *Shop Floor Reasons* for being late/early/absence.

Filter Reason Group Code

There are individual **Shop Floor Reasons** for irregular Time Registrations possible that can be divided into Reason Groups. This grouping on Reasons can be filtered so that Employees in certain Employee Groups can only choose from Reasons linked to specific Reason Groups.

See [Shop Floor Groups](#)

Use Shop Floor For

The content of this field - if not set to *Setup* - in the **Employee Group** will overrule the corresponding field in the **Shop Floor Setup**.

You can choose between the following three options:

Setup	Based on the corresponding field in the Shop Floor Setup
Time & Task Registration	You can register Time for Arrival, Leave and for Tasks.
Only Task Registration	You can only register Time for Tasks.

See [Use Shop Floor for](#) for more details.

Total Time Registration

If you select *No*, it is possible to register fragments of time during a Working Day.

If you select *Yes*, an Employee needs to register the whole Time during a Working Day (according to the applicable Day Profile)

Start Task by Arrive

If an Employee of this Employee Group registers that he *Arrives*; should the system automatically start a Task?

You can choose between the following three options:

No	No Task will automatically start the moment the <i>Arrive</i> is registered.
Specify Task No.	You need to enter a Task No. that should start the moment the <i>Arrive</i> is registered.
Last Task No.	The Last Task No. that the Employee was working on will automatically start the moment the <i>Arrive</i> is registered.

Default Task No.

This field can hold the **Default Task No.** that should start automatically if **Start Task by Arrive** is set to *Specify Task No.*

End Task by Multiple Tasks

A checkmark in this field means that if an Employee *Starts* a Task – while the previous Task has not been *Ended* – the previous Task can automatically be registered as *End Task*.

It will therefore influence the Dialog an Employee will get in this case.

Examples

If an Employee *Starts* a Task although he has not *Ended* his previous Task, **Allow Multiple Tasks** is set to *No* and **End Task by Multiple Tasks** is set to *No*, a Dialog opens to *End* the previous started Task.

Finish Task - ET · 1

Task No. 1

Prod. Order No. PIW001

Operation No. 300050

Work Center 3050

Planned Order Quantity 10

Planned Operation Quantity 10

Description

Finished Operation Quantity

Register Scrapping

OK Cancel

After that, the Terminal Menu will close and the Employee needs to login again to *Start* the Task he wanted to work on:

If an Employee *Starts* a Task although he has not *Ended* his previous Task, **Allow Multiple Tasks** is set to *No* and **End Task by Multiple Tasks** is set to *Yes*, a Dialog opens with the previous opened Task so he can *End* this Task.

After that the Terminal Menu will close and the Employee needs to login again to *Start* the Task he wanted to work on:

Multiple Task - ET · 1

Task No.

Finished Operation Quantity

Task Finished

Scrapped Operation Qty.

Reason No.

Prod. Order No.

Set Production Order to Finished

→	1	:	0	☐	0		PIW001	☐
---	---	---	---	--------------------------	---	--	--------	--------------------------

If an Employee *Starts* a Task although he has not *Ended* his previous Task, **Allow Multiple Tasks** is set to Yes and **End Task by Multiple Tasks** is set to No or Yes, a Dialog opens to select the Task he will be working on.

In that case, the Employee will have two (or more) **Active Tasks**.

Select Task No.

Enter Task No.

0 ...

OK

Cancel

Finish Production Order

A checkmark in this field means that if an Employee *Ends* a Task (Operation of a Production Order) he also will be asked if he wants to Finish the Production Order based on the Quantity Finished. It will therefore influence the Dialog an Employee will get in this case.

Allow Multiple Tasks

A checkmark in the field means, that an Employee can work on different Tasks at the same time. If no checkmark has entered the Employee always needs to register the *End* of one Task, before he can *Start* another Task.

See [Start Task by Arrive](#) for the consequences of this Field when *Starting* a Task.

Examples

If **Allow Multiple Tasks** is set to No and an Employee wants to *End* a Task, he will get the following **Finish Task** page:

Finish Task - ET · 1

Task No.

Prod. Order No.

Operation No.

Work Center

Planned Order Quantity

Planned Operation Quantity

Description

Finished Operation Quantity

Register Scrapping

1	PIW001	300050	3050	10	10			☐
---	--------	--------	------	----	----	--	--	--------------------------

OK

Cancel

If **Allow Multiple Tasks** is set to *Yes* and **End Task by Multiple Tasks** is set to *No*, an Employee has *Started* several Tasks, and wants to *End* a Task, he will get the following page to choose the Task he wants to *End*, before he can enter the **Finish Task** page:

Task No.	Description	Work Center
1		3050
2		3060

If **Allow Multiple Tasks** is set to *Yes* and **End Task by Multiple Tasks** is set to *Yes*, and Employee has *Started* several Tasks, and wants to *End* a Task, he will get the following page in which he can *End* both Tasks at the same time. It is however necessary to enter some of the fields on the Line of the Task; otherwise, the system does not know that you want to *End* the specific Task.

Task No.	Finished Operation Quantity	Task Finished	Scrapped Operation Qty.	Reason No.	Prod. Order No.	Set Production Order to Finished
1	10	☒	0		PIW001	☐
2	10	☒	0		PIW001	☐

In this case for both **Tasks 1** and **2** the same **End Time** will be registered.

End Task Codeunit

Here you can enter a **Codeunit** that should be executed if the Employee registers the *End* of a Task.

Select Task Codeunit

Here you can enter a **Codeunit** that should be executed if the Employee selects a Task to work on (*Starts* a Task).

Multiple Tasks Page

Here you can enter a **Page** that should be opened if the Employee would *Start* several Tasks at the same time. Usually this would be a Dialog.

Multiple Tasks Codeunit

Here you can enter a **Codeunit** that should be executed if the Employee would *Start* several Task at the same time.

Related of Employee Groups

The screenshot shows the 'Employee Groups' interface. At the top, there's a toolbar with buttons like 'Search', 'Analyze', 'New', 'Delete', 'Edit List', 'Day Profile', and 'Card'. Below the toolbar is a table with columns 'Code' and 'Description'. The table lists several groups: DAY (07:00 - 15:30), EVENING (15:15 - 23:45), NIGHT (23:30 - 07:10), W:OVERTIME (Work on the Weekend - Overtime), and W:TIME OFF (Work on the Weekend - Time Off). A 'Related' dropdown menu is open, showing options like 'Day Profile Different', 'Other', 'Card', 'Day Profile', and 'Use short menu'.

Code	Description
DAY	07:00 - 15:30
EVENING	15:15 - 23:45
NIGHT	23:30 - 07:10
W:OVERTIME	Work on the Weekend - Overtime
W:TIME OFF	Work on the Weekend - Time Off

Day Profile

You can enter a Day Profile for an **Employee Group** via click (Related, Other,) **Day Profile**.

A Day Profile entered on an **Employee Group** will overrule the Global Day Profile of the **Shop Floor Setup**.

A Day Profile entered on an **Employee Group** will be overruled by a Day Profile of a specific **Employee**.

Day Profiles are descriptions of a given Working Day, including information on working hours, breaks, time allowance and overtime management.

You can also access them via **Search Global Day Profiles** and set the right Filters.

The screenshot shows the 'Day Profiles' interface. It has a 'Views' sidebar with filters for 'Code', 'Employee No.', 'Relation', 'Employee Group', and 'Variance'. The main table has columns for 'Weekday', 'Start Working Day', 'End Working Day', 'Hours Total', 'Capacity Total', 'Start Pause 1', 'End Pause 1', 'Start Pause 2', 'End Pause 2', 'Start Pause 3', 'End Pause 3', 'Earliest Access', 'Latest Access', 'Earliest Arrive', 'Latest Arrive', 'Earliest Leave', and 'Latest Leave'. The table shows data for Monday through Sunday.

Weekday	Start Working Day	End Working Day	Hours Total	Capacity Total	Start Pause 1	End Pause 1	Start Pause 2	End Pause 2	Start Pause 3	End Pause 3	Earliest Access	Latest Access	Earliest Arrive	Latest Arrive	Earliest Leave	Latest Leave
Monday	7:00:00 AM	1:45:00 PM	7.75	465.00	9:00:00 AM	9:15:00 AM	12:00:00 PM	12:30:00 PM			6:00:00 AM	5:00:00 PM	6:30:00 AM	7:02:00 AM	1:43:00 PM	2:15:00 PM
Tuesday	7:00:00 AM	1:45:00 PM	7.75	465.00	9:00:00 AM	9:15:00 AM	12:00:00 PM	12:30:00 PM			6:00:00 AM	5:00:00 PM	6:30:00 AM	7:02:00 AM	1:43:00 PM	2:15:00 PM
Wednesday	7:00:00 AM	1:45:00 PM	7.75	465.00	9:00:00 AM	9:15:00 AM	12:00:00 PM	12:30:00 PM			6:00:00 AM	5:00:00 PM	6:30:00 AM	7:02:00 AM	1:43:00 PM	2:15:00 PM
Thursday	7:00:00 AM	1:45:00 PM	7.75	465.00	9:00:00 AM	9:15:00 AM	12:00:00 PM	12:30:00 PM			6:00:00 AM	5:00:00 PM	6:30:00 AM	7:02:00 AM	1:43:00 PM	2:15:00 PM
Friday	7:00:00 AM	1:45:00 PM	6	360.00	9:00:00 AM	9:15:00 AM	12:00:00 PM	12:30:00 PM			6:00:00 AM	5:00:00 PM	6:30:00 AM	7:02:00 AM	1:43:00 PM	2:15:00 PM
Saturday			0	0.00												
Sunday			0	0.00												

Description of the Fields:

Weekday

Select one of the Weekdays: *Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, or Sunday*.

Start Working Day

This field shows when the Working Day begins at the normal time sheets. This field will usually be empty on weekends, national holidays, and days where it is not expected that the Employee is at work.

End Working Day

This field shows when the Working Day ends at the normal time sheets. This field will usually be empty on weekends, national holidays, and days where it is not expected that the Employee is at work.

Hours Total

Will be calculated based on **Start Working Day/End Working Day** and deduction of the **Pauses**.

Capacity Total

Will be calculated based on **Hours Total** * 60 if **Time Unit** in the Basic Setup is set to *Clock Minutes*.

Will be calculated based on **Hours Total** * 100 if **Time Unit** in the Basic Setup is set to *Centi Minutes*.

Start Pause / End Pause 1 – 5

Here you can enter for up to five different Pauses the Start Time and End Time during a normal Working Day on this **Weekday**.

Earliest Access / Latest Access

Here you can enter the Earliest and the Latest Time of Access for this Working Day.

This means that if an Employee wants to get into the Terminal before the **Earliest Access** or after the **Latest Access**, he will get a message.

Earliest Arrive / Latest Arrive

Here you can enter the Earliest and the Latest time of Arrival for this Working Day.

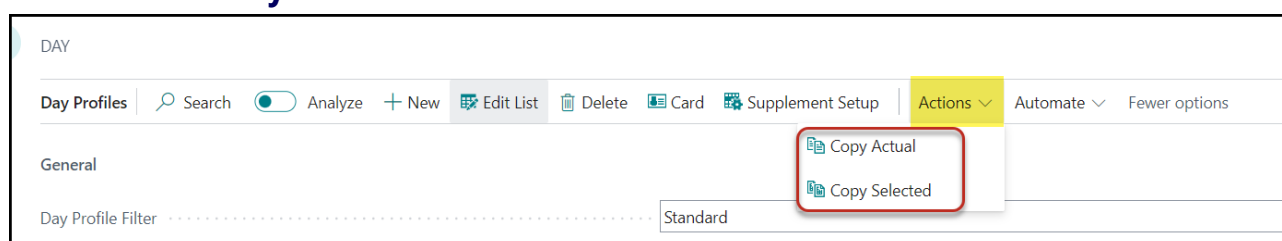
This means that if an Employee wants to arrive outside this period on a day, he/she must specify why he/she is too early or too late.

Earliest Leave / Latest Leave

Here you can enter the Earliest and the Latest time of Leave for this Working Day.

This means that if an Employee wants to leave outside this period on a day, he/she must specify why he/she is too early or too late.

Actions of Day Profiles

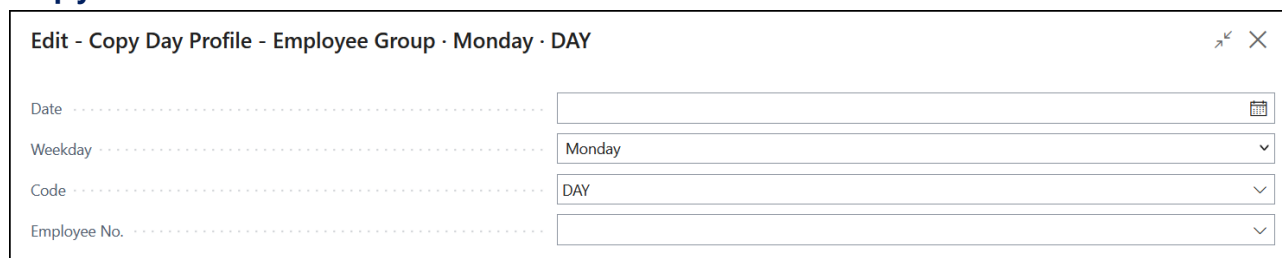


The screenshot shows the 'DAY' interface. At the top, there's a toolbar with buttons: 'Day Profiles', 'Search', 'Analyze', 'New', 'Edit List', 'Delete', 'Card', 'Supplement Setup', 'Actions' (highlighted in yellow), 'Automate', and 'Fewer options'. Below the toolbar, there's a 'General' section with a 'Day Profile Filter' dropdown set to 'Standard'. A red box highlights the 'Actions' dropdown menu, which contains two options: 'Copy Actual' and 'Copy Selected'.

When you need to create many Day Profiles for several days, this can be done in this way:

First, create a simple day (for example, *Monday*). Then copy this day to *Tuesday*, again to *Wednesday* etc.

Copy Actual



The screenshot shows the 'Edit - Copy Day Profile - Employee Group - Monday - DAY' form. It has four input fields: 'Date' (with a calendar icon), 'Weekday' (set to 'Monday'), 'Code' (set to 'DAY'), and 'Employee No.' (with a dropdown arrow).

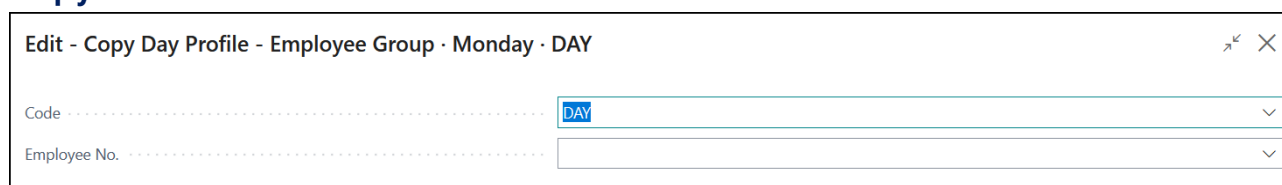
You can enter a specific **Date** to which you want to copy the actual Day Profile to.

You can enter a specific **Weekday** to which you want to copy the actual Day Profile to.

You can enter a specific **Code** of an Employee Group to which you also want to copy the actual Day Profile.

You can enter a specific **Employee No.** to which you want to copy the actual Day Profile to.

Copy Selected



The screenshot shows the 'Edit - Copy Day Profile - Employee Group - Monday - DAY' form. It has two input fields: 'Code' (set to 'DAY') and 'Employee No.' (with a dropdown arrow).

You can select several weekdays at the same time of the current Day Profile to be copied.

You can enter a specific **Code** of an Employee Group to which you want to copy the selected days to.

You can enter a specific **Employee No.** to which you want to copy the selected days to.

Card

DAY

Day Profiles ☒ Analyze Actions ▾ Automate ▾ Fewer options

If you click **Card**, you will open the Card for the Line of the Day Profile:

Day Profile

Employee Group · Monday · DAY

More options

General

Weekday Monday ▾ Hours Total 7.75

Start Working Day 7:00:00 AM Capacity Total 465.00

End Working Day 1:45:00 PM

Breaks >

Shop Floor >

Supplement >

Transfer Counter >

FastTab Breaks

Breaks

Pause 1	Start Pause 1 9:00:00 AM	Pause 4	Start Pause 4	Pause 7	Start Pause 7
	End Pause 1 9:15:00 AM		End Pause 4		End Pause 7
	Pause Deduction 1 Payroll + Task ▾		Pause Deduction 4 Payroll + Task ▾		Pause Deduction 7 Payroll + Task ▾
Pause 2	Start Pause 2 12:00:00 PM	Pause 5	Start Pause 5	Pause 8	Start Pause 8
	End Pause 2 12:30:00 PM		End Pause 5		End Pause 8
	Pause Deduction 2 Payroll + Task ▾		Pause Deduction 5 Payroll + Task ▾		Pause Deduction 8 Payroll + Task ▾
Pause 3	Start Pause 3	Pause 6	Start Pause 6	Pause 9	Start Pause 9
	End Pause 3		End Pause 6		End Pause 9
	Pause Deduction 3 Payroll + Task ▾		Pause Deduction 6 Payroll + Task ▾		Pause Deduction 9 Payroll + Task ▾

You can enter up to 9 different Pauses.

Start Pause 1 – 9

The Start Time of the Pause.

End Pause 1 – 9

The End Time of the Pause.

Pause Deduction 1 – 9

This field determines if this Pause will only be deducted from the Time you use on a Task, or if it also will be deducted from the Work Time for a Payroll System – which influences Time you want to export to a Payroll System by Customization.

You can choose between *Payroll + Task*, *Payroll* or *Task*.

FastTab Shop Floor

Shop Floor

Day Type Fixed Hours

Minimum Basis Time 0

Start Working Day, Day Before ☐

Allow 24 Hours Leave ☐

Default Time Supplement Standard

Set PM Check ☐

Overtime

Overtime in Basis Time ☐

Minimum Overtime 0

Time off in Basis Time ☐

Flextime in Basis Time ☐

Access

Earliest Access 6:00:00 AM

Latest Access 5:00:00 PM

Earliest Arrive 6:30:00 AM

Latest Arrive 7:02:00 AM

Earliest Leave 1:43:00 PM

Latest Leave 2:15:00 PM

Rounding

Rounding Direction Arrive Nearest

Rounding Precision Arrive

Rounding Direction Leave Nearest

Rounding Precision Leave

Holiday

Holiday Time

Description of the Fields:

Day Type

In this field you specify which Day Type this Day Profile will include. Day Types are especially important because it determines how summarized time calculations should be handled by the system.

You can choose between the following six options:

Flextime	For Employees with flexible working hours.
Fixed Hours	For Employees with fixed working hours.
Floating Time	For Employees with changing working hours. I.e., cleaning persons. With this Type the system will not ask for Reasons of Absence.
Flexible Start Time	For Employees with flexible working hours, but fixed End Time.
Flexible End Time	For Employees with a flexible End Time, but fixed working hours.
Group Change	The system will ask the Employee to select the Employee Group. (i.e., weekend overtime for time off in lieu)

A special functionality attached to *Floating Time*.

When this is selected and the field **Allow 24-Hours Leave** is Yes, it also means that exactly 24 hours should be registered.

Minimum Basis Time

In this field, you specify a quantity of normal hours that must be registered before time can be considered as *Overtime*, *Flextime* or *Time off in Lieu*.

I.e., the company has a policy that the Time an Employee is late, should be phased out in paid overtime, this field will contain the Employee's normal hours.

Comes an Employee 2 hours too late, the first two overtime hours will not be honored as such.

Example

An employee must work from. 07:00 - 15:30. Basis Time = 7.75 hours (excluding breaks).

He arrives late-at 09:45: as the reason he chose *Time Off*.

He leaves later-at 19:00: here he also chooses for *Time Off*.

If the **Minimum Basis Time** is filled, a calculation will be executed:

Time started too late: -2.5 hours (since the break from 09:00 - 09:15 is not returnable).

Time left too late: + 3.5 hours. In fact, the Employee has 1 hour of overtime which through Reason choice is accrued to the Time Off. (Of course, it could just as well be Overtime or Flextime).

Technically, the Employee in the above example has "moved" his Working Day from 07:00 - 15:30 to 09:45 -18:00. This can cause problems around a special time allowance since these allowances are controlled by time. If, for example it is determined to get a time allowance from 15:30 - 18:00 in the example here (because it is the normal period for Overtime), this allowance may be suppressed when Basis Time is 'delayed'.

Note

This field is insignificant if the **Day Type** is set to *Floating Time*.

Start Working Day, Day Before

With a checkmark in this field, it would be possible that Time Registration on a specific Date would be the registration for the next Working Day.

I.e.: Starting at 23:50 on 15-01-24 would be Working Day 16-01-24 because the Employee already Started/Ended (or Arrived/Left) on 15-01-24.

Allow 24 Hours Leave

By setting this field to Yes, the employee will be able to stamp leave, no matter if a 24-hour shift is located. However, the system will allow a maximum of 23: 59: 59,999 hours same day.

Therefore, the maximum time between *Arrive* and *Leave* cannot exceed the 24 hours.

By setting this field to No, the employee can only leave between the *Earliest Access/Latest Access*.

Default Time Supplement

With this field you can decide which Time Type should be used when registering time.

You can choose between the following five options:

Standard	According to Supplement
Basis Time	As Basic Time
Flextime	As Flextime
Overtime	As Overtime
Time off in Lieu	As Time off in Lieu

Set FM Check

With this field, you can get this day shown on Foreman (FM) controls, although there is no deviation on that day. Used primarily for Saturday/Sunday where the Employee should not give reasons for arriving/leaving too early/late.

This field can also be set if you want all days checked, although there is no deviation.

Overtime in Basis Time

In this field, you specify how Overtime will be totaled and is calculated up for a Payroll system:

Yes: Overtime and more Basis Time as required will be assigned as Overtime and could be paid including special surcharges for Overtime.

Minimum Overtime

Minimum Overtime in Hours shall mean the minimum in this way:

I.e., an Employee is working 10 minutes (0.1666 hour) over. But according to the agreement it must be settled for 0.5 hours (30 minutes), therefore set the Minimum Overtime = 0.5

Note that the system will settle the 0.1666 hours to 0.5 hours.

Time Off in Basis Time

In this field, you can specify if **Time Off** can be registered in Basis Time. Otherwise, a correction on your Basis Time will take place.

Flextime in Basis Time

In this field, you can specify if **Flextime** can be registered in Basis Time. Otherwise, a correction on your Basis Time will take place.

Rounding Direction Arrive

When an Employee registers that he arrives, you can determine if it should be rounded per **Rounding Precision Arrive** and how this arrival time should be rounded.

You can choose between the following three options:

Nearest	Round up/down to the nearest Rounding Precision Arrive
Up	Round up to the nearest Rounding Precision Arrive
Down	Round down to the nearest Rounding Precision Arrive

Rounding Precision Arrive

Here you can enter the Time for rounding of the time of arrival.

I.e., 00:15:00 if it should be rounded to every 15 minutes.

Therefore, with a **Start Working Day** of 8:05 and an Arrival Time 8:08 will be rounded *Nearest* to 8:05, *Up* to 8:20 and down to 8:05

Rounding Direction Leave

When an Employee registers that he leaves, you can determine if it should be rounded per **Rounding Precision Leave** and how this arrival time should be rounded.

You can choose between the following three options:

Nearest	Round up/down to the nearest Rounding Precision Arrive
Up	Round up to the nearest Rounding Precision Arrive
Down	Round down to the nearest Rounding Precision Arrive

Rounding Precision Leave

Here you can enter the Time for rounding of the time of leave.

I.e., 00:15:00 if it should be rounded to every 15 minutes.

Therefore, with an **End Working Day** of 16:05 and a Leave Time 16:07 will be rounded *Nearest* to 16:05, *Up* to 16:20 and down to 16:05

Holiday Time

This field represents the quantity of hours for a Holiday registered day.

If not filled, the Employee needs to register the exact hours per day he is on Holiday.

FastTab Supplement

With **Supplement** you can determine how extra time – besides the normal working hours – should be registered.

Supplement						
New Line Delete Line						
Supplement Type	Supplement Start	Supplement End	Supplement Counter	Counter Type	Comment	
→ Based on Time						

Description of the Fields:

Supplement Type

You can choose between the following two options:

Based on Time	The Supplement Start and Supplement End needs to be entered as time. I.e., 08:00:00
Based on Hours	The Supplement Start and Supplement End needs to be entered as decimal. I.e., 8,5

Supplement Start

This is the **Start** time/hours for this Supplement to be registered.

Supplement End

This is the **End** time/hours for this Supplement to be registered.

Supplement Counter

Here you can select which of the **Counter 1 – 10** should be filled for this type of Supplement.

Counter Type

The **Type** of the **Supplement Counter** will be shown automatically based on the **Counter Type** in the **Shop Floor Setup** therefore it can be *General*, *Overtime* or *Time Off in Lieu*.

Comment

In this field you can enter your own **Comment** for this Supplement Line.

FastTab Transfer Counter

Transfer Counter		
Transfer Counter 1		
Counter Maximum 1	0	
Counter 1 rest transfer	v	
Counter Minimum 1	0	
Transfer Counter 2		
Counter Maximum 2	0	
Counter 2 rest transfer	v	
Counter Minimum 2	0	
Transfer Counter 3		
Counter Maximum 3	0	
Counter 3 rest transfer	v	
Counter Minimum 3	0	
Transfer Counter 4		
Counter Maximum 4	0	
Counter 4 rest transfer	v	
Counter Minimum 4	0	
Transfer Counter 5		
Counter Maximum 5	0	
Counter 5 rest transfer	v	
Counter Minimum 5	0	
Transfer Counter 6		
Counter Maximum 6	0	
Counter 6 rest transfer	v	
Counter Minimum 6	0	
Transfer Counter 7		
Counter Maximum 7	0	
Counter 7 rest transfer	v	
Counter Minimum 7	0	
Transfer Counter 8		
Counter Maximum 8	0	
Counter 8 rest transfer	v	
Counter Minimum 8	0	
Transfer Counter 9		
Counter Maximum 9	0	
Counter 9 rest transfer	v	
Counter Minimum 9	0	
Transfer Counter 10		
Counter Maximum 10	0	
Counter Minimum 10	0	

Descriptions of the Fields:

Counter Maximum 1 – 10

In these fields you can enter the **Maximum** hours (in decimals) that can be registered by an Employee per Working Day.

Counter Rest Transfer 1 – 9

If the total hours registered on Counter 1 (2 – 9) exceed the **Counter Maximum** you can transfer these crossing to a next Counter.

Counter Minimum 1 – 10

In this field, you specify the minimum number of hours to be paid in decimal hours.

Counter Minimum shall mean the minimum in this way:

I.e., An employee is working 10 minutes (0,1666 hours) over. But according to the agreement, it must be settled for 0,5 hours, therefore set the Minimum Overtime = 0,5

Note that the system will settle the 0,1666 min as 0,5 hours.

Related / Day Profile Different of Employee Group

Employee Groups

Search

Analyze

+ New

Edit List

Delete

Day Profile

Card

Actions

Related

Automate

Fe

Code ↑

→ DAY

Day Profile Different

Other

By using **Day Profile Filter Different**, you can enter specific differences in comparison with the normal Day Profile.

I.e., on Good Friday Employees of the **Employee Group** Day only need to work from 8:00 to 12:00 and will get half a day off as *National Holiday*.

If the Employee would still register time outside these hours, it will be considered as *Overtime*.

DAY

Day Profiles Variance

Search

Analyze

+ New

Edit List

Delete

Card

Supplement Setup

Actions

Automate

Fewer options

Views

All

General

Day Profile Filter

Different

Filter list by:

Code

DAY

Employee No.

"

Relation

Employee Group

Variance

Yes

+ Filter...

Date ↑

Weekday ↑

Start Working Day

End Working Day

Hours Total

Capacity Total

Start Pause 1

End Pause 1

Start Pause 2

End Pause

→ 29-3-2024

:

Friday

08:00:00

12:00:00

4

240,00

Actions/Calculate Day Profile of Employee Group

Employee Groups

Search

Analyze

+ New

Edit List

Delete

Day Profile

Card

Actions

Related

Automate

Fewer options

Code ↑

Calculate Day Profile

Description

This Action will show you the Day Profile for the current week – based on the Working Day -based on the entered **Day Profile** and the **Day Profile Different**.

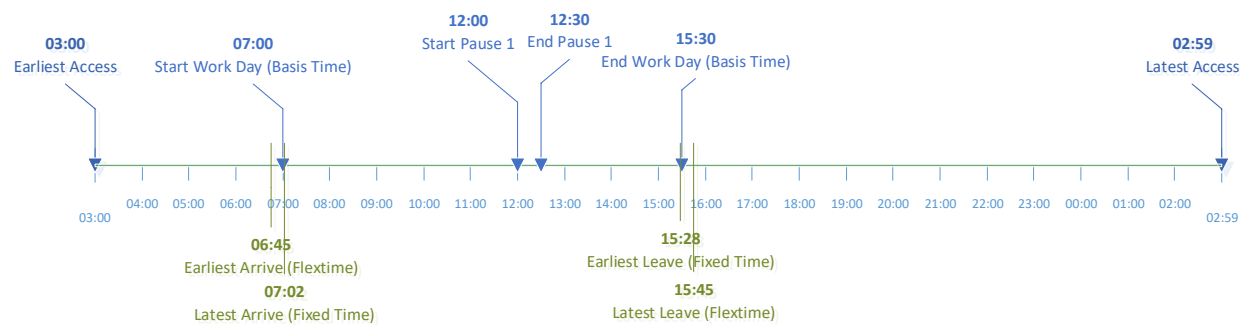
Show Day Profiles

based on work date 01/01/24

Search

Weekday	Earliest Access	Earliest Arrive	Start Working Day	Latest Arrive	Earliest Leave	End Working Day	Latest Leave	Latest Access
Monday	1/1/2024 6:00 AM	1/1/2024 6:30 AM	1/1/2024 7:00 AM	1/1/2024 7:02 AM	1/1/2024 1:43 PM	1/1/2024 1:45 PM	1/1/2024 2:15 PM	1/1/2024 5:00 PM
Tuesday	1/2/2024 6:00 AM	1/2/2024 6:30 AM	1/2/2024 7:00 AM	1/2/2024 7:02 AM	1/2/2024 1:43 PM	1/2/2024 1:45 PM	1/2/2024 2:15 PM	1/2/2024 5:00 PM
Wednesday	1/3/2024 6:00 AM	1/3/2024 6:30 AM	1/3/2024 7:00 AM	1/3/2024 7:02 AM	1/3/2024 1:43 PM	1/3/2024 1:45 PM	1/3/2024 2:15 PM	1/3/2024 5:00 PM
Thursday	1/4/2024 6:00 AM	1/4/2024 6:30 AM	1/4/2024 7:00 AM	1/4/2024 7:02 AM	1/4/2024 1:43 PM	1/4/2024 1:45 PM	1/4/2024 2:15 PM	1/4/2024 5:00 PM
Friday	1/5/2024 6:00 AM	1/5/2024 6:30 AM	1/5/2024 7:00 AM	1/5/2024 7:02 AM	1/5/2024 1:43 PM	1/5/2024 1:45 PM	1/5/2024 2:15 PM	1/5/2024 3:00 PM
Saturday								
Sunday								

Example of a Day Profile:



- ➔ 24-hour shift between Access at the earliest and at the latest.
- ➔ It is not possible to work over a 24-hour shift.

Shop Floor Groups

You can access the **Shop Floor Groups** via **Search Shop Floor Groups** or when using the **TRIMIT Production Role Center** via **Shop Floor Task, Shop Floor Groups**

CRONUS TRIMIT SF | Production Orders | Capacity | Logistics | Product Design | Sales | Purchase | MRP Setup | Posted Documents | Shop Floor | All Reports

Production Orders | Production Collecting Orders | Work Centers | Bottleneck Load | Items | Masters

Headline
Good morning!

Activities
My Due Workflow
0
> See more

My Group Due Workflow
79
> See more

Production Orders
Prod. Suggestions | Prod. Orders Delayed | Prod. Orders in Progress | Prod. Orders Overdue | Prod. Orders to Close

Production Collecting Orders
PCO Delayed | PCO Overdue

Terminal Login
Transfer to Rec... | Transfer in Transit

Actions
+ New Production Order | + New Prod. Coll. Order | + New Master by Wizard
> MRP | > Task | > Shop Floor Task
> Calculation | > Archiving | > Find
Time Transactions
FM Check Employee Arrival
FM Check Differences
FM Show/Correct Totals
Insert Absence
Rotation Creation
Authority Issue
Shop Floor Groups
Shop Floor Reasons

Shop Floor Groups

✓ Saved

Search | Analyze | + New | Edit List | Delete

Filter
Filter Type | None

Type ↑	Code ↑	Description
Authority	01	Manager(Authority 1)
Authority	02	Employee(Authority 2)
Message	01	Come and see me
→ Message	02	Discuss design

Authority
Reason Group
Message

In the **Shop Floor Groups**, you can enter three distinct Types (tables with special Codes):

Authority	A field in the Employee Group
Reason Group	A field in the Shop Floor Reason to group the Reasons for <i>starting late</i> or <i>leaving early</i>
Message	A Message that an Employee can send to the E-Mail Recipient of the Shop Floor Setup – usually the Foreman/Manager, by using Message [55] .

Selection Group

Selection Groups are an opportunity to put the Employees on the correct (Employee Group -) Day Profile depending on what time the Employee works.

Rotation and **Selection Groups** cannot work at the same time, so you need to determine which of the two methods for setting the **Employee Group** per day/time of the day will be applicable.

With the **Selection Group** you can determine automatically for an Employee for which **Employee Group** he works (day shift, evening shift, night shift, etc. or seasonal work controlled by the Date the hours are entered) on specific hours within a day.

You can access the **Selection Group** via **Search Selection Groups** or when using **TRIMIT Production Role Center** via **Shop Floor, Selection Groups**.

The screenshot shows the TRIMIT Selection Groups interface. At the top, there is a navigation bar with various menu items. Below it, a toolbar contains buttons for 'Search', 'Analyze', 'New', 'Delete', and 'Edit List'. The 'Edit List' button is highlighted with a red box. Below the toolbar is a table with the following columns: 'Selection Groups ↑', 'From Date ↑', and 'Description'. The table contains three rows: 'DAY_EVE' (From Day to Evening to Night), 'EVE_NIGHT' (From Evening to Night to Day), and 'NIGHT_DAY' (From Night to Day to Evening). A red arrow points from the 'Edit List' button to the 'DAY_EVE' row. Below the table, there is a section titled 'Selection Groups' with a 'Saved' status and a toolbar with buttons for 'Search', 'Analyze', 'New', 'Edit List', 'Delete', 'Edit', and 'View'. The 'Edit' button is highlighted with a red box. Below this toolbar is another table with the same columns as the first one, containing the same three rows: 'DAY_EVE', 'EVE_NIGHT', and 'NIGHT_DAY'.

Description of the Fields:

Selection Groups

Code for the Selection Groups

From Date

You can enter a **From Date** from which this **Selection Group** is Valid.

The **Selection Group** and the **From Date** are the primary key. This means that you can setup several **Selection Groups** lines with different **From Date**. This can be used i.e., for seasonal work.

Description

You can enter a Description for this Selection Group + From Date combination.

Via click **Edit** you can open the Card of the Selection Groups, where FastTab **General** contains the fields already described above.

Selection Groups

+

✓ Saved

DAY_EVE

General

Selection Groups

DAY_EVE

Description

From Day to Evening to Night

From Date

FastTab From -> To

From -> To

1. Group

1. From

5:00:00 AM

1. To

9:59:59 AM

1. Group

DAY

2. Group

2. From

10:00:00 AM

2. To

11:59:59 PM

2. Group

EVENING

3. Group

3. From

12:00:00 AM

3. To

4:59:59 AM

3. Group

NIGHT

4. Group

4. From

4. To

4. Group

5. Group

5. From

5. To

5. Group

6. Group

6. From

6. To

6. Group

7. Group

7. From

7. To

7. Group

8. Group

8. From

8. To

8. Group

Description of the Fields:

1. – 8. From

The start time from which the **1. Group** shall apply in relation to work time registration.
The **From**, must not be greater than the corresponding **To**.

1. – 8. To

The end time from which the **1. Group** shall apply in relation to work time registration.
The **To**, must not be smaller than the corresponding **From**.

1. – 8. Group

This field specifies the **Employee Group** to be used in conjunction with a time registration, which falls within the corresponding interval.

Rotation

When **Rotations** are set up, you can choose the **Rotation** on the Employee.

Rotation and **Selection Groups** cannot work at the same time, so you need to determine which of the two methods for setting the **Employee Group** per day/time of the day will be applicable.

Rotation can be used for a more permanent switch between shifts (Employee Groups) in comparison to the Selection Groups which are based on time frames per day.

You can access Rotation via **Search Rotation Header** or when using the **TRIMIT Production** Role Center, via **Shop Floor, Shop Floor Rotation**

CRONUS TRIMIT SF | Production Orders | Capacity | Logistics | Product Design | Sales | Purchase | MRP Setup | Posted Documents | Shop Floor | All Reports |

Tasks | Active Tasks | Employee | Employee Groups | Teams | Shop Floor Rotation | Selection Groups | Terminal Menu

Shop Floor Rotation: All | Search | Analyze | + New | Delete

Code ↑	Description
DEN-2W	DAY - EVENING - NIGHT per 2 Weeks
DEN-30D	DAY - EVENING - NIGHT per 30 Days
DEN-W	DAY - EVENING - NIGHT per Week
END-W	EVENING - NIGHT - DAY per Week
NDE-W	NIGHT - DAY - EVENING per Week

By clicking the **Code**, you can open the card.

If in the **Shop Floor Setup**, the field **Rotation Method** is set to *Date*:

Rotation

DEN-2W

New

General

Code DEN-2W Description DAY - EVENING - NIGHT per 2 Weeks

Rotation Lines | [New Line](#) [Delete Line](#)

Date ↑	Weekday	Employee Group
1/1/2023	Sunday	DAY
1/2/2023	Monday	DAY
1/3/2023	Tuesday	W:TIME OFF
1/4/2023	Wednesday	EVENING
1/5/2023	Thursday	EVENING
1/6/2023	Friday	EVENING
1/7/2023	Saturday	EVENING
1/8/2023	Sunday	W:TIME OFF
1/9/2023	Monday	NIGHT
1/10/2023	Tuesday	NIGHT
1/11/2023	Wednesday	W:TIME OFF

If in the **Shop Floor Setup**, the field **Rotation Method** is set to *Period*:

Rotation

New

General

Code PERIOD Description

Rotation Lines | [New Line](#) [Delete Line](#)

From Date ↑	To Date ↑	Employee No. ↑	Employee Group
1/1/2024	1/5/2024		DAY
1/6/2024	1/8/2024		W:TIME OFF
1/9/2024	1/13/2024		EVENING
1/14/2024	1/16/2024		W:TIME OFF
1/17/2024	1/21/2024		NIGHT

Description of the Fields:

Code

The unique **Code** for this Rotation.

Description

You can enter the **Description** for this Rotation.

Date (only if parameter is set to *Date*)

You need to enter the **Date**.

Weekday (only if parameter is set to *Date*)

The **Weekday** will be shown based on the **Date**.

From Date (only if parameter is set to *Period*)

You need to enter the **From Date** for the period of this Employee Group (Shift).

To Date (only if parameter is set to *Period*)

You need to enter the **To Date** for the period of this Employee Group (Shift).

Employee (only if parameter is set to *Period*)

You can enter the Rotation for specific Employees when entering Employee **No.** in this field.

Employee Group

You need to enter an **Employee Group** to which this **Date** belongs .

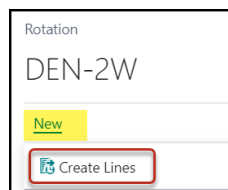
Note

If you start with setting up **Rotation**, make sure you will have all the dates in; therefore, every year you might have to enter the dates again.

That is why we created the report to create these dates for you based on predefined settings.

You can find this functionality via click **New**, click **Create Lines** or via the **Search** [Rotation Creation](#)

New / Create Lines



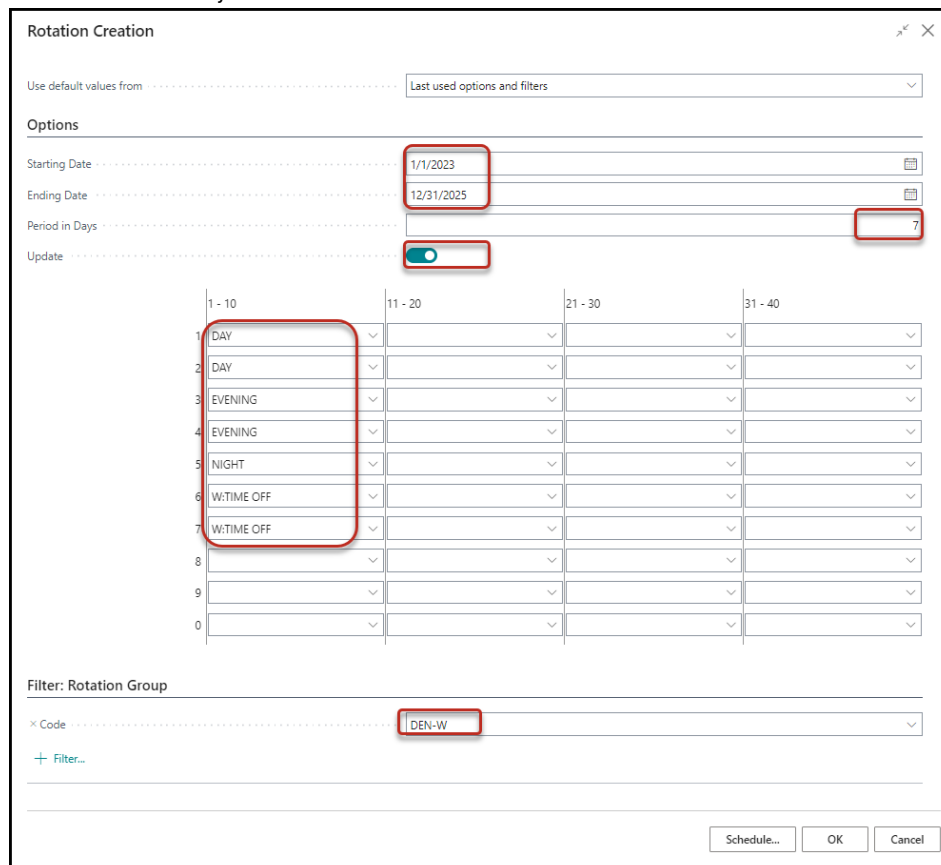
Rotation

DEN-2W

New

Create Lines

With this Action, you can create the **Lines** of the **Rotation** in a batch. I.e.:



Rotation Creation

Use default values from: Last used options and filters

Options

Starting Date: 1/1/2023

Ending Date: 12/31/2025

Period in Days: 7

Update: ☒

	1 - 10	11 - 20	21 - 30	31 - 40
1	DAY			
2	DAY			
3	EVENING			
4	EVENING			
5	NIGHT			
6	W:TIME OFF			
7	W:TIME OFF			
8				
9				
0				

Filter: Rotation Group

× Code: DEN-W

+ Filter...

Schedule... OK Cancel

Descriptions of the Fields:

Starting Date

In this field you need to enter the **Start Date** from which the Lines of the Rotation should be created.

Ending Date

In this field you need to enter the **End Date** to which the Lines of the Rotation should be created

Period in Days

You need to enter a quantity of Days in which the Rotation would take place. This also influences the number of Days you need to fill in the fields below.

I.e., **Period in Days** is 7, then you only need to fill the fields for 1 – 7, if you would have a monthly Rotation of 30 days, the field **Period in Days** should be set to 30 and you need to fill the fields for 1 – 30.

Update

A checkmark means that already created Lines can be overwritten. If no checkmark has been entered, existing Lines will not be changed.

On the Filter **Rotation Group**, you need to select the **Rotation** for which you want the Lines to be created.

You need to click **OK** so the Lines will be created. The example above will then result in:

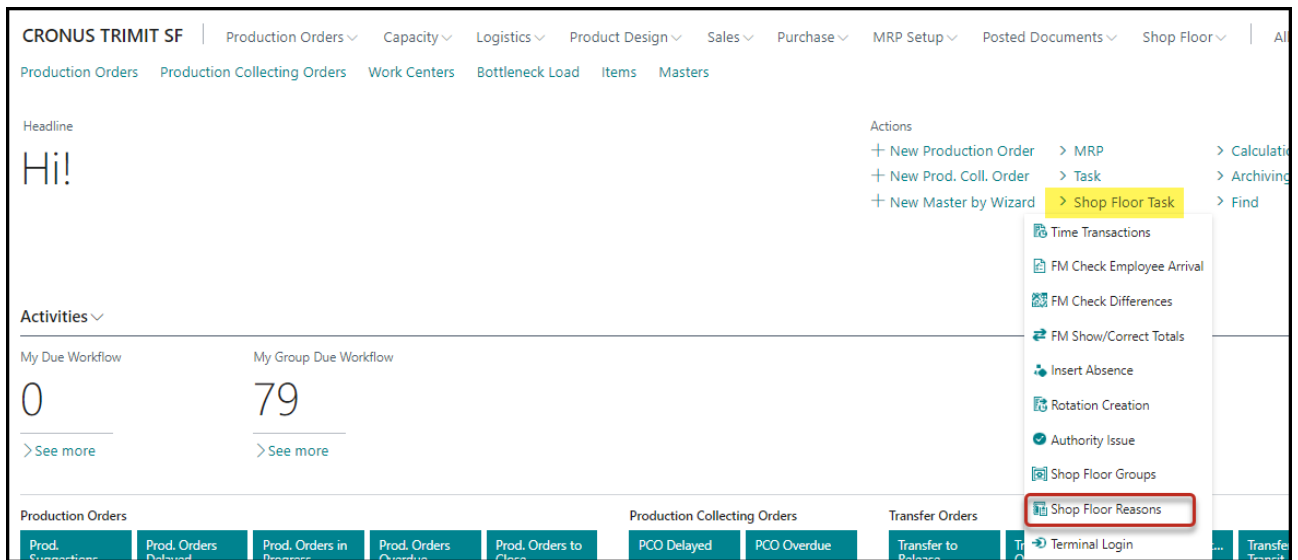
Date	Weekday	Employee Group
12/31/2021	Friday	EVENING
1/1/2023	Sunday	DAY
1/2/2023	Monday	DAY
1/3/2023	Tuesday	EVENING
1/4/2023	Wednesday	EVENING
1/5/2023	Thursday	NIGHT
1/6/2023	Friday	W:TIME OFF
1/7/2023	Saturday	W:TIME OFF
1/8/2023	Sunday	DAY
1/9/2023	Monday	DAY
1/10/2023	Tuesday	EVENING
1/11/2023	Wednesday	EVENING
1/12/2023	Thursday	NIGHT
1/13/2023	Friday	W:TIME OFF
1/14/2023	Saturday	W:TIME OFF
1/15/2023	Sunday	DAY
1/16/2023	Monday	DAY
1/17/2023	Tuesday	EVENING
1/18/2023	Wednesday	EVENING
1/19/2023	Thursday	NIGHT
1/20/2023	Friday	W:TIME OFF
1/21/2023	Saturday	W:TIME OFF
1/22/2023	Sunday	DAY
1/23/2023	Monday	DAY
1/24/2023	Tuesday	EVENING
1/25/2023	Wednesday	EVENING
1/26/2023	Thursday	NIGHT

Shop Floor Reasons

Shop Floor Reasons are used for Time Registration and differences in Time Registration in comparison to the normal work time of a Working Day.

They are divided into several groups for different situations (**Type of the Shop Floor Reason**)

You can access the **Shop Floor Reasons** via **Search Shop Floor Reasons** or when using the **TRIMIT Production Role Center** via **Shop Floor Task, Shop Floor Reasons**.



Based on the experience of TRIMIT users and our knowledge of Payroll in Denmark that we maintained as well in the past, TRIMIT has created a whole list of Reasons that are commonly used and for several **No.** specific follow-up actions have been developed in the code.

We can only advise adopting these default **Shop Floor Reasons** and afterwards change the Descriptions in your own language; but keep the Numbers as they are!!

Of course, you can create your own Shop Floor Reasons as well; but this will also imply customization for handling these specific Shop Floor Reasons.

With **Filter Type = None**, all the **Shop Floor Reasons** will be shown:

Shop Floor Reasons

✓ Saved

+ New Edit List Delete Edit View

Filter

Filter Type None

Type ↑	No.	Text	Time Change	Time Supplem...	Time Deduction	Set FM Check
→ Absent	10	Unpaid Leave	Basis Time	None	None	✓
Absent	20	Sickness	Basis Time	Absence	None	✓
Absent	21	Sickness, Injured	Basis Time	Absence	None	✓
Absent	25	Maternity leave	Basis Time	Absence	None	✓
Absent	30	Childs Sickness	Basis Time	Absence	None	✓
Absent	40	Time off in lieu of overtime	Basis Time	Basis Time	Overtime	✓
Absent	50	Time off	Basis Time	Basis Time	Time off in lieu	✓
Absent	60	Flexible Off	Basis Time	Basis Time	Flextime	□
Absent	80	Holiday	Basis Time	Holiday	None	✓
Absent	84	Holiday Days Off	Basis Time	Absence	None	✓
Arrived Early	10	Unpaid Leave	Basis Time	None	None	✓
Arrived Early	40	Overtime for Payment	Actual Ti...	Overtime	None	✓
Arrived Early	50	Overtime for Later Time Off	Actual Ti...	Time off i...	None	✓
Arrived Early	60	Flexible Time	Actual Ti...	Flextime	None	□
Arrived Late	10	Unpaid Leave	Actual Ti...	None	None	✓
Arrived Late	20	Sickness	Actual Ti...	Absence	None	✓

And the Card of a **Shop Floor Reason** looks like (by clicking **Edit**):

Shop Floor Reason

✓ Saved

10 · Unpaid Leave

General

No.

Authority

Type

Set FM Check
☒

Text

Correct Date/Time
☐

Reason Group

Amount by Absence
☐

Employee Group

Statistics
☐

Arrive/Leave

Time Change

Rounding Direction

Time Supplement

Rounding Precision

Time Deduction

Description of the Fields:

No.

The **Number** for this Reason

Type

The **Type** determines for which situations the **Shop Floor Reasons** can be used while registering Time. You can choose between the following nine options:

Arrived	Specific reasons for arrival
Left	Specific reasons for leaving
Absence	Specific reasons for absence
Arrived Early	Specific reasons for arriving earlier as the Start Working Day of the applicable Day Profile
Arrived Late	Specific reasons for arriving later as the Start Working Day of the applicable Day Profile
Left Early	Specific reasons for leaving earlier as the End Working Day of the applicable Day Profile
Left Late	Specific reasons for leaving later as the End Working Day of the applicable Day Profile
Arrived Again	Specific reasons for arriving again after an employee left during a normal Working Day
Group Change	Specific reasons for changing the Employee Group

Text

A **Description** for this Reason.

This is the text that you want to provide to the Employee for guidance in the choice of the correct Reason.

Reason Group

A **Reason Group** can reduce the number of Reasons that an Employee can choose in specific situations. It can therefore be entered into an **Employee Group**, so only a certain number of Reasons are available for that **Employee Group**.

Employee Group

Used to specify an Employee Group that must be used when this Reason is selected (i.e., weekend Setup).

Authority

If you only want Employees with a specific **Authority** being able to use this Reason, you need to enter the **Authority** here.

(An **Authority** can be connected to an Employee Group).

Set FM Check

With this field, you can get this time shown on Foreman (FM) controls, even if there is no deviation on that day. Used i.e., for Saturday/Sunday where the Employee should not give Reason for arriving/leaving too early/late.

This field can also be set if you want all days checked, although there is no deviation.

If this field is Yes, you will see it on the Report [FM Check Differences](#)

Correct Date/Time

Yes, opens a Dialog for changing the time for the Registration.

If No, you are not able to change the time for the Registration.

Amount by Absence

Only if you have a checkmark in this field, will the hours be included in the Time Transactions.

Statistics

With this field, you can determine if this Reason should be taken into the statistics.

It is NOT possible to date compress Time Transactions marked for statistics.

Time Change

You can select which type of Time the **Time Change** should be assigned to.

You can choose between the following four options:

Actual Time	Time will not be adjusted
Basis Time	The Time will be adjusted to the normal Working Day. <i>Arrive to Start Working Day, Leave to End Working Day</i>
Core Time	The Time will be adjusted to the Latest Arrive and Earliest Leave
Flextime	The system produces a table and asks for the time this time needs to be adjusted to. Therefore, it is the Employee who thus specifies the time

Time Supplement

The positive time difference between the actual time and the time at which this Reason has been chosen, can in this field be transmitted as various supplements.

You can choose between the following seven options:

None	Time is not transferred
Basis Time	Time difference is transferred to Basis Time
Flextime	Time difference will be transferred to Flextime
Holiday	Time difference will be transferred to Holiday Time
Overtime	Time difference will be transferred to Overtime
Time off in Lieu	Time difference will be transferred to Time off in Lieu
Absence	Time difference will be transferred to Absence Time
Counter 1 - 10	Time difference will be transferred to Special Counters 1 to 10

Time Deduction

For negative time difference between the actual time and the time at which this Reason has been chosen, can in this field be transmitted as various Supplements. The options are the same as for **Time Supplement**.

Rounding Direction

When an Employee registers time for a specific **Shop Floor Reason**, you can determine if it should be rounded per **Rounding Precision** and how this time should be rounded.

You can choose between the following three options:

Nearest	Round up/down to the nearest Rounding Precision
Up	Round up to the nearest Rounding Precision
Down	Round down to the nearest Rounding Precision

Rounding Precision

Here you can enter the Time for rounding of the time for a **Shop Floor Reason**.

I.e., 00:15:00 if it should be rounded to every 15 minutes.

Therefore Time 0:23 will be rounded *Nearest* to 0:30, *Up* to 0:30 and down to 0:15

Create Reasons

Via **Search Create Reasons** you can create all the default **Shop Floor Reasons**:

 This function creates standard reasons if these have not been created. Do you want to continue?

You need to click **Yes**, so the Shop Floor Reasons will be created.

 Finished

After all default reasons have been created, you get a message and need to click **OK**.

You can see the result in **Search Shop Floor Reasons**.

The created **Shop Floor Reasons** are:

For **Type** = *Absent*

Absent							
Shop Floor Reasons							
Filter							
Filter Type Absent							
Type ↑ ▼	No.	Text	Time Change	Time Supplement	Time Deduction	Set FM Check	
Absent	10	Unpaid Leave	Basis Time	None	None	☒	
Absent	20	Sickness	Basis Time	Absence	None	☒	
Absent	21	Sickness, Injured	Basis Time	Absence	None	☒	
Absent	25	Maternity leave	Basis Time	Absence	None	☒	
Absent	30	Childs Sickness	Basis Time	Absence	None	☒	
Absent	40	Time off in lieu of overtime	Basis Time	Basis Time	Overtime	☒	
Absent	50	Time off	Basis Time	Basis Time	Time off in lieu	☒	
Absent	60	Flexible Off	Basis Time	Basis Time	Flextime	☐	
Absent	80	Holiday	Basis Time	Holiday	None	☒	
→ Absent	84	Holiday Days Off	Basis Time	Absence	None	☒	

For **Type** = *Arrived Early*

Filter							
Filter Type Arrived Early							
Type ↑ ▼	No.	Text	Time Change	Time Supplement	Time Deduction	Set FM Check	
→ Arrived Early	10	Unpaid Leave	Basis Time	None	None	☒	
Arrived Early	40	Overtime for Payment	Actual Time	Overtime	None	☒	
Arrived Early	50	Overtime for Later Time Off	Actual Time	Time off in lieu	None	☒	
Arrived Early	60	Flexible Time	Actual Time	Flextime	None	☐	

For **Type** = *Arrived Late*

Filter							
Filter Type Arrived Late							
Type ↑ ▼	No.	Text	Time Change	Time Supplement	Time Deduction	Set FM Check	
→ Arrived Late	10	Unpaid Leave	Actual Time	None	None	☒	
Arrived Late	20	Sickness	Actual Time	Absence	None	☒	
Arrived Late	30	Childs Sickness	Actual Time	Absence	None	☒	
Arrived Late	40	Time off in lieu of overtime	Basis Time	None	Overtime	☒	
Arrived Late	50	Time off	Basis Time	None	Time off in lieu	☒	
Arrived Late	60	Time off in lieu of flexible	Basis Time	None	Flextime	☐	
Arrived Late	80	Holiday	Actual Time	Holiday	None	☒	
Arrived Late	84	Holiday Days Off	Actual Time	Absence	None	☒	
Arrived Late	90	Forgot to punch in	Basis Time	Basis Time	None	☒	

For **Type** = *Left Early*

Filter							
Filter Type Left Early							
Type ↑ ▼	No.	Text	Time Change	Time Supplement	Time Deduction	Set FM Check	
→ Left Early	10	Unpaid Leave	Actual Time	None	None	☒	
Left Early	20	Sickness	Actual Time	Absence	None	☒	
Left Early	21	Sickness, Injured	Actual Time	Absence	None	☒	
Left Early	30	Childs Sickness	Actual Time	Absence	None	☒	
Left Early	40	Time off in lieu of overtime	Basis Time	None	Overtime	☒	
Left Early	50	Time off	Basis Time	None	Time off in lieu	☒	
Left Early	60	Time off in lieu of flexible	Basis Time	None	Flextime	☐	
Left Early	80	Holiday	Actual Time	Holiday	None	☒	
Left Early	84	Holiday Days Off	Actual Time	Absence	None	☒	

For **Type = Left Late**

Filter							
Filter Type Left Late							
Type ↑ ▼	No.	Text		Time Change	Time Supplement	Time Deduction	Set FM Check
→ Left Late	:	10	Unpaid Leave	Basis Time	None	None	☒
Left Late		40	Overtime for Payment	Actual Time	Overtime	None	☒
Left Late		50	Overtime for Later Time Off	Actual Time	Time off in lieu	None	☒
Left Late		60	Flexible Time	Actual Time	Flextime	None	☐
Left Late		90	Forgot to punch out	Basis Time	Basis Time	None	☒

For **Type = Arrived Again**

Filter							
Filter Type Arrived Again							
Type ↑ ▼	No.	Text		Time Change	Time Supplement	Time Deduction	Set FM Check
→ Arrived Again	:	10	Arrived Again	Actual Time	None	None	☒

For **Type = Change Group**

Filter							
Filter Type Group Change							
Type ↑ ▼	No.	Text		Time Change	Time Supplement	Time Deduction	Set FM Check
→ Group Change	:	1	W:TIME OFF	Basis Time	None	None	☐
Group Change		2	W:OVERTIME	Basis Time	None	None	☐
Group Change		10	Day Shift	Basis Time	None	None	☐
Group Change		20	Evening Shift	Basis Time	None	None	☐
Group Change		30	Night Shift	Basis Time	None	None	☐

W:TIME OFF stands for Time Off in the Weekend

W:OVERTIME stands for Overtime in the Weekend

These five **Shop Floor Reasons** with **Type Group Change** are related to the **Employee Groups** for different Shifts and special Time Off and Overtime in the Weekend.

Based on your own **Employee Groups** you could have many more **Shop Floor Reasons** for the **Type Group Change**.

Authority

Authorities are used to provide Employees permission to use specific **Shop Floor Reasons** that he otherwise would not be able to use. Therefore, if you set up the **Authorities**, you also need to fill the corresponding field in the **Employee Groups** or in specific **Terminal Lines**.

You can create **Authorities** via **Search Authority** or via the **Shop Floor Groups** with **Type Authority**

To make use of the **Authorities**, you need to fill them in the **Employee Group** and in the **Shop Floor Reasons**.

Authority				✓ Saved	🔖	📄	🔗
🔍 Search	🔘 Analyze	+ New	📋 Edit List	🗑 Delete	➡ Issuing	🔗	🔍
Code ↑	Description		Description 2	Description 3			
→ 01	:	Manager(Authority 1)					
02		Employee(Authority 2)					

Description of the Fields:

Code

The unique **Code** for the Authority, which must be an integer.

Description, 2 and 3

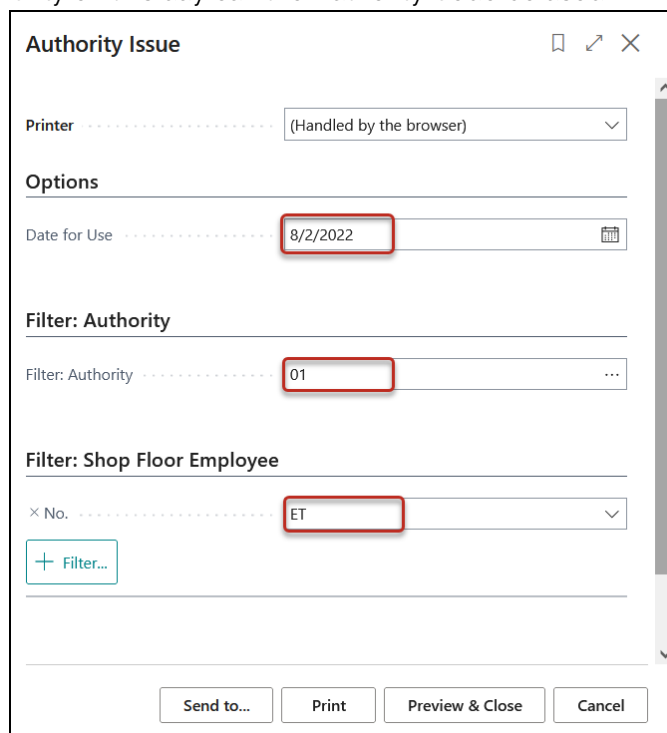
You can enter **Descriptions** to describe this **Authority**.

Issuing

This report will create specific Integer **Authority Codes** per Employee based on an **Authority** which can be used for specific Time Registrations based on the **Authority** field setting in i.e., **Day Profile** or **Shop Floor Reason**.

For this report, you need to enter a **Date for use**.

Only on this day can the Authority Code be used.



Authority Issue

Printer (Handled by the browser) ▾

Options

Date for Use 8/2/2022 📅

Filter: Authority

Filter: Authority 01 ...

Filter: Shop Floor Employee

× No. ET ▾

+ Filter...

Send to... Print Preview & Close Cancel

This report will show the **Shop Floor Employees** and gives the specific **Codes** an Employee needs to enter.

I.e.: to use **Shop Floor Reason Overtime for Payment** the Employee *ET* needs to have **Authority 1**.

If the Employee does not have this **Authority 1**, he can ask his Foreman/Manager and if they agree, the Foreman/Manager can create the unique **Authority Code**, so the Employee is able to select this specific **Shop Floor Reason**:

I.e., Employee *ET* can use **Authority Code** 04359

Authority for Time Registration

Valid Tuesday 8/2/2022 12:00:00 AM

Employee ET

Manager(Authority 1)

Authority Code: 04359 Issued of: ADMIN

Example

If **Shop Floor Reason 84 Holidays Day Off** would have **Authority 1**, and Employee wants to use this Reason, without having **Authority 1**, he needs to enter the **Authority Code** before it is accepted:

Edit - Dialog - AED

CRONUS TR...

Enter Authority code: 73397

OK Cancel

Note

The **Authority** will be written in the table **Shop Floor Groups (6038404)** with **Type = Authority**. Based on the process described above, it is especially important to determine the Permissions for User-ID's. Not everyone should have access to the **Authority** and be able to create this unique **Authority Code**.

Scrap Reason

The **Scrap Reason** can be used to determine the Reason of your Scrap; therefore, you are able to analyze afterwards what caused your Scrap quantities.

You can create Scrap Reasons via **Search Scrap Reasons**.

Scrap Reason Codes

Search Analyze New Edit List Delete

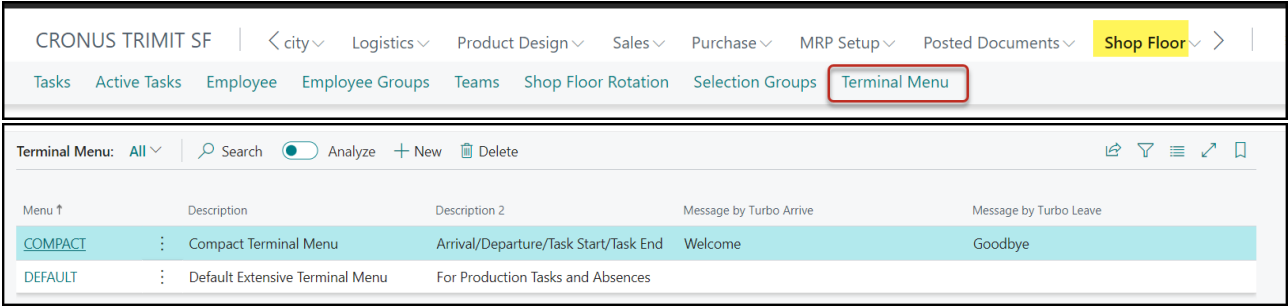
Code ↑	Description
→ 01	Bad Materials
02	Machine Failure

Simply a **Code** and a **Description**.

When **Ending** a Task, the Employee can enter the produced Quantities, but also the Scrapped Quantity and the **Scrap Reason**.

Terminal Menu Setup

Via **Search Terminal Menu** or when using the **TRIMIT Production** Role Center, via **Shop Floor, Terminal Menu** you can find the **Terminal Header**.



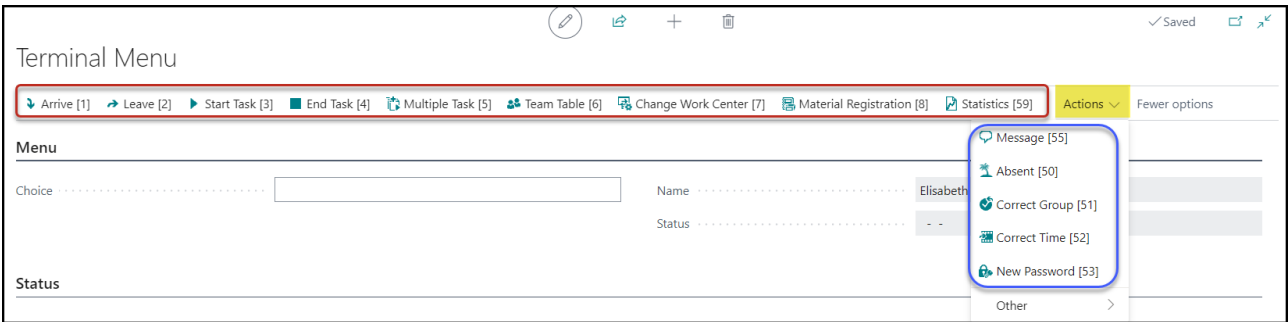
CRONUS TRIMIT SF < city Logistics Product Design Sales Purchase MRP Setup Posted Documents Shop Floor >				
Tasks Active Tasks Employee Employee Groups Teams Shop Floor Rotation Selection Groups Terminal Menu				
Terminal Menu: All Search Analyze + New Delete				
Menu ↑	Description	Description 2	Message by Turbo Arrive	Message by Turbo Leave
COMPACT	Compact Terminal Menu	Arrival/Departure/Task Start/Task End	Welcome	Goodbye
DEFAULT	Default Extensive Terminal Menu	For Production Tasks and Absences		

Terminal Menu setup consists of a Header, as well as Lines.

The Lines define the Menu Items the Employee must have available for Time Registration.

You could create **Terminal Menu's** per Employee and fill it into the Employee Card, but in practice, there will often be a Terminal Menu per i.e., Shop Floor Employees and Office Employees – although you still need to fill the **Terminal Menu** on the Employee.

The **Terminal Menu** setup determines how the Terminal Menu would look like for an Employee if he used **Terminal Login**. The Lines of the Terminal Menu will be shown as Actions of the Terminal Menu itself.



Terminal Menu

Arrive [1] Leave [2] Start Task [3] End Task [4] Multiple Task [5] Team Table [6] Change Work Center [7] Material Registration [8] Statistics [59] Actions Fewer options

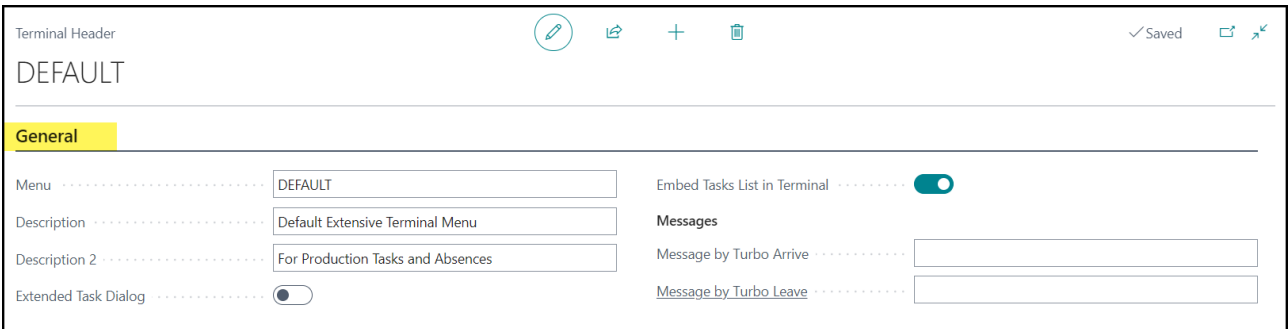
Menu

Choice: Name: Elisabeth Status: -

Status

Message [55]
Absent [50]
Correct Group [51]
Correct Time [52]
New Password [53]
Other >

FastTab General



Terminal Header

DEFAULT

General

Menu: DEFAULT

Description: Default Extensive Terminal Menu

Description 2: For Production Tasks and Absences

Extended Task Dialog: ☐

Embed Tasks List in Terminal: ☒

Messages

Message by Turbo Arrive:

Message by Turbo Leave:

Description of the Fields:

Menu

The unique Code for this Terminal Menu.

Description and Description 2

You can enter **Description** and **Description 2** for this Terminal Menu.

Extended Task Dialog

A checkmark in this field means, that the Employee – after selecting a **Task** that he wants to work on – get the information of that Task and must confirm that it is the right Task he selected.

If no checkmark was entered in this field, the Employee will not see the specific **Task** information and the system assumes it is the right Task.

I.e., If an Employee selects a Task, he will also get the Task Information

Edit - Select Task No.

Enter Task No.

4 ...

OK Cancel

No. 4

Produced Item No. M300501205500

Prod. Order No. PO000004

Operation No. 300010

Production Series

Planned Order Quantity 400

Planned Operation Quantity 400

Yes No

Now he needs to confirm with **Yes** to start/end the Task or with **No** if it is not the correct Task.

The Dialog above on the right side, will not be shown if the field **Extended Task Dialog** is not ticked.

Embed Tasks List in Terminal

With a checkmark in this field, the Employee can see all the open Tasks and choose the Tasks he will work on in the List itself.

Without a checkmark, the Employee will not see a Tasks List in the Terminal.

Terminal Menu Embed Tasks List in Terminal = No

Arrive [1] Leave [2] Start Task [3] End Task [4] Multiple Task [5] Team Table [6] Change Work Center [7] Material Registration [8] Statistics [59] Actions Fewer options

Menu

Choice Name Elisabeth Taylor

Status -

Status

Work Center Employee Group EVENING Started Date 2/12/2024

Task Status Out Working Date 2/12/2024 Started Time 3:01:51 PM

Terminal Menu Embed Tasks List in Terminal = Yes

Arrive [1] Leave [2] Start Task [3] End Task [4] Multiple Task [5] Team Table [6] Change Work Center [7] Material Registration [8] Statistics [59] Actions Fewer options

Menu

Choice Name Elisabeth Taylor

Status Arrived Late - 02/12/24 - 3:16:08 PM

Active Tasks

Ready Previous	No. ↑	Produced Item No.	Planned Order Quantity	Operation No.	Work Center	Planned Operation Quantity	Pre-Calculated Time per Unit	Qas... Regis...	Prod. Order No.	Prod. Order Line No.	Start Date	End Date	Description
→ In Process	1	5000033020	10	300050	3050	10	0.16667		PW001	60000	1/1/2024	1/1/2024	

New Tasks

Ready Previous	No. ↑	Produced Item No.	Planned Order Quantity	Operation No.	Work Center	Planned Operation Quantity	Pre-Calculated Time per Unit	Qas... Regis...	Prod. Order No.	Prod. Order Line No.	Start Date	End Date	Description
→ Ready	3	5000012000	6	300050	3050	6	0.16667		PW002	60000	1/1/2024	1/1/2024	
Ready	4	5010	450	300050	3050	450	0.16667		PO000001	60000	1/1/2024	1/1/2024	
Ready	5	M300501200000	450	300050	3050	450	0.16667		PO000002	50000	1/1/2024	1/1/2024	
Ready	6	5010	400	300050	3050	400	0.16667		PO000003	60000	1/8/2024	1/8/2024	
Ready	7	M300501205500	400	300010	3010	400	0.16667		PO000004	70000	1/8/2024	1/8/2024	
No	8	M300501205500	400	300100	3050	400	0.03333		PO000004	80000	1/8/2024	1/8/2024	
No	9	M300501205500	400	300050	3050	400	0.16667		PO000004	90000	1/8/2024	1/8/2024	
Ready	10	5010	425	300050	3050	425	0.16667		PO000005	60000	1/15/2024	1/15/2024	

The **New Tasks** shown are the Tasks, in which the **Employee No.** is empty or filled with the name of the Employee.

The **Ready Previous** will be *Ready* if previous Tasks in the same Production Order are already completed, or of no previous Tasks are present.

The **Ready Previous** will be *No*, if previous Tasks in the same Production Order are not completed yet.

When choosing **Choice 3** (Start Task), the system will automatically start the Task that you are standing on in the **New Tasks**, and you can see it in the **Active Tasks**.

Message by Turbo Arrive

This message text will be shown to the Employee if he enters the Terminal Menu, and the field **Turbo Arrive/Leave** in the Employee Group has been set to a value <> *No*.

The text can be created with a different number of variable elements that can be inserted in this text.

The following variables can be used:

- \ = (Backslash) gives a line break in the screenshot
- %1 = Employee No.
- %2 = Employee Name
- %3 = Employee Initials
- %4 = Work Center of the active Task
- %5 = Task Number of the active Task

Message by Turbo Leave

This message text will be shown to the Employee if he leaves the Terminal Menu, and the field **Turbo Arrive/Leave** in the Employee Group has been set to a value <> *No*.

The text can be created with a different number of variable elements that can be inserted in this text.

The following variables can be used:

- \ = (Backslash) gives a line break in the screenshot
- %1 = Employee No.
- %2 = Employee Name
- %3 = Employee Initials
- %4 = Work Center of the active Task
- %5 = Task Number of the active Task

FastTab Terminal Lines

You can create the **Terminal Lines** which represent specific processes: i.e., *Arrive*, *Leave*, *Start Task*, etc. These processes will then also be shown as Actions in the Terminal Menu itself.

If you click on **Parameters** in the Line Action Pane, you can see the specifications of a Terminal Line.

Hide	Execute	Quick Number	Menu Text	Return To	Authority
→	Arrive	1	Arrive	Login	
	Leave	2	Leave	Login	
	Start Task	3	Start Task	Login	
	End Task	4	End Task	Login	
	Absent	50	Absent	Login	
	New Password	53	New Password	Login	
	Correct Group	51	Correct Group	Menu	
	Correct Time	52	Correct Time	Menu	
	Material Registration	8	Material Registratio	Menu	
	Change Work Center	7	Change Work Center	Menu	
	Multiple Tasks	5	Multiple Tasks	Login	
	Message	55	Message	Login	
	Team Table	6	Team Table	Login	
	Statistics	59	Statistics	Menu	

You need to create a **Terminal Line** first (on the above-mentioned page) before you can go to the **Parameters**.

Description of the Fields:

Quick Number

You can enter a **Quick Number** (Shortcut) for this specific Terminal Line.

This means that an Employee only needs to enter this **Quick Number** to enter/start Time Registration.

There are already several **Quick Numbers** determined by TRIMIT by default that are related to the content of the **Execute** field:

→ Arrive	1
→ Leave	2
→ Start Task	3
→ End Task	4
→ Multiple Tasks	5
→ Team Table	6
→ Change Work Center	7
→ Material Registration	8
→ Absent	50
→ Correct Group	51
→ Correct Time	52
→ New Password	53
→ Message	55
→ Statistics	59

This means that if you enter these specific **Execute/Quick Numbers**, the **Menu Text** will automatically be filled. You should not change this, because TRIMIT will react on these specific **Execute/Quick Numbers**. It is hard coded in the AL Code.

For your own **Execute Custom** you can only choose any number between 10 and 49.

Menu Text

This field specifies the **Text** the Employee will see for this **Quick Number** in the Terminal Menu for your own **Quick Numbers**.

For the default **TRIMIT Quick Numbers** the **Menu Text** has no meaning, because it is hard coded in the **Page Actions** of the page **6038441 trm Terminal Menu**. I.e.:

```
TerminalMenu.Page.al X
src > TerminalMenu.Page.al > Page 6038441 "trm Terminal Menu"
0 references
604  action(Arrive1)
605  {
606      ApplicationArea = Basic;
607      Caption = 'Arrive [1]';
608      Image = Delegate;
609      Promoted = true;
610      Visible = Enable1;
611
612      trigger OnAction()
613      begin
614          PreSelection(1);
615      end;
616  }
0 references
617  action(Leave2)
618  {
619      ApplicationArea = Basic;
620      Caption = 'Leave [2]';
621      Image = ChangeTo;
622      Promoted = true;
623      Visible = Enable2;
624
625      trigger OnAction()
626      begin
627          PreSelection(2);
628      end;
629  }
```

Therefore, if you need these actions in your local language, you need to change it in the translation sheet yourself!

Execute

This field determines the kind of Action that will happen.

You can choose between the following options:

Custom

Arrive

Leave

Start Task

End Task

Absent

New Password

Correct Group

Correct Time

Change Work Center

Multiple Tasks

Message

Team Table

Statistics

Material Registration

Custom	See an example below.
Arrive	The Employee can register that he has arrived.
Leave	The Employee can register that he has left.
Start Task	The Employee can register that he started a Task and needs to enter the Task No. he will be working on.
End Task	The Employee can register that he ended a Task and needs to enter the Task No. he ended.

Absent	The Employee can register that he was absent and need to select the Shop Floor Reason for his absence.
New Password	The Employee can change his Password for the Terminal Login.
Correct Group	The Employee can change the Employee Group for the last entered Time Transaction, but he is also able to change the Employee Group before <i>Arrive</i> , therefore other checks will take place when he is <i>Arriving</i> regarding the determination for too late or too early
Correct Time	The Employee can change Data and Time of an existing Time Transaction
Change Work Center	The Employee can change Work Center of an existing Time Transaction
Multiple Task	The Employee can say that he is working on Multiple Tasks at the same time
Message	The Employee can enter a Message to be send to the E-Mail Recipient
Team Table	The Employee can see and manage the Members of the Team
Statistics	The Employee can see the Statistics of his Time Registrations based on the field Employee Statistic Page ID in the Shop Floor Setup .
Material Registration	The Employee can also register the Consumption of the Materials for executing the Task (Operation). See Material Registration [8] for the conditions.

Custom is an **Execute** that can be set up completely by the users of TRIMIT Shop Floor by customization.

Based on the rest of the fields on a **Terminal Line** it could i.e., show all the Tasks via the page **trm 6038422 Task** or it could simply be a Link to a word document that explains how to work with the Terminal Menu and how to register Time.

Return To

After the Employee has chosen the **Execute** in the **Terminal Menu** where should the program return to? You can choose between the following two options:

Login	The program will close the Terminal Menu and will return to the Login page.
Menu	The program will stay in the Terminal Menu.

For specific values of field **Execute** you can only choose the option *Menu*:
Correct Group, *Correct Date/Time*, or *Correct Work Center*.

Hide

If you do not want to see this **Terminal Line** in the Terminal Menu, you need to enter a checkmark in this field.

If the Employee, however, knows the **Quick Number** of this **Terminal Line**, he can choose it.

If **Execute** is *Custom*, you can create the **Quick Numbers** 10 – 49.

In the page of the **Terminal Menu** however only 20 *Custom* Lines can be shown.

Because of this, the system will set the field **Hide** for the **Quick Numbers** 30 – 49 automatically to *Yes*, but you can change it.

Keep in mind however that only 20 *Custom* Lines can be shown on the page.

Dialog Text / Dialog Text2

Here you can enter a **Text** that will be shown in a Dialog after the Employee chooses this specific **Quick Number**.

The text can be created with a different number of variable elements that can be inserted in this text. The following variables can be used:

➡ \ = (Backslash) gives a line break in the screenshot

- ➔ %1 = Employee No.
- ➔ % 2 = Employee Name
- ➔ % 3 = Employee Initials
- ➔ % 4 = Work Center of the active Task
- ➔ % 5 = Task Number of the active Task

Dialog Time Sec.

In this field, you specify a quantity of seconds between 0 (not displayed) and 5 with intervals of 0.1 sec, wherein a Dialog appears in connection with the successful execution of the Terminal Line.

Password

Here you can specify whether the **Terminal Line** can only be used after the Employee has entered the **Terminal Menu Password** of the Employee Card.

Authority

If you only want Employees from an Employee Group with a specific **Authority** being able to choose this Terminal Line, you can enter an **Authority** in this field.

Execute Custom

Only if the field **Execute** is filled with *Custom* you can enter the **Execute Custom** field.

You can choose between the following six options:

Standard
Page
Codeunit
Report
XMLPort
Link

Standard	Will be filled for the standard TRIMIT Execute Quick Numbers
Page	You want a page to be opened
Codeunit	You want a Codeunit to be executed
Report	You want to run a report
XMLPort	You want to execute an XML Port
Link	You want to open a Link

Execute Object ID

Based on the **Execute Custom** you can select an Object ID from a specific Type (*Page*, *Codeunit*, *Report* or *XMLPort*)

Request Page

This field determines for the chosen **Execute Object ID** if the Request Page should be opened. I.e., you could have a Codeunit for which the necessary filters are already set in the Codeunit itself.

Execute Run Type

With this field, you can determine how a window or report should be executed.

You can choose between the following two options:

RUN	Window works as an independent entity which subsequently must be closed.
RUNMODAL	The window must be closed before you can move on in the system, it will most often be XMLPORT.RUNMODAL used for data capture, otherwise easily risk having many Windows opened on the terminals

Execute Link

If the **Execute Custom** is set to *Link*, you can enter a link here to any document on your PC. Keep in mind that the name of the Link cannot exceed the 80 characters.

Menu Pre-Selection

In this field you can specify which **Terminal Line** will be called before the current Terminal Line is started.

I.e.: Employee is usually working on Tasks through the day. When he leaves, he needs to register that he ends the Task on which he is working. Therefore, he could enter the 4 (*End Task*) in the **Menu Pre-Selection** for Terminal Line 2 (*Leave*) and create a workflow for entering the data.

Menu Post-Selection

In this field you can specify which **Terminal Line** will be called after the current Terminal Line is started.

I.e.: Employee is usually working on Tasks through the day. When they arrive, they will start a Task immediately after that. Therefore, you could enter the 3 (*Start Task*) in the **Menu Post-Selection** for Terminal Line 1 (*Arrive*) and create a workflow for entering the data.

Shop Floor Employee

If an **Employee** (that has been created before via the regular Employees in Business Central) should be able to enter the Time Registration via **TRIMIT Shop Floor** you also need to enter the special **Shop Floor Parameters**.

Note

The **Shop Floor Parameters** will be stored in a special table **6038401 trm Shop Floor Employee**.

You can maintain the Employees via **Search Shop Floor Employees** or when using the **TRIMIT Production Role Center** via **Shop Floor, Employee**

CRONUS TRIMIT SF | < ders Capacity Logistics Product Design Sales Purchase MRP Setup Posted Documents Shop Floor

Tasks Active Tasks Employee Employee Groups Teams Shop Floor Rotation Selection Groups Terminal Menu

Employee: All Search Analyze Home Reports Related Automate Fewer options

Shop Floor Param.

Time Transactions

Employee Card

No. ↑	First Name	Last Name	No.	Mobile Phone No.	Email	Shop Floor Status	Terminal Menu
EH	Ester	Henderson	4899-4643	4564-4564-7831	eh@cronus-demosite.com	Active	
ET	Elisabeth	Taylor	4899-4644	4564-4564-7834	jo@cronus-demosite.com	Active	DEFAULT
JO	Jim	Olive	0678-9012-3456	1234-5678-9012	jo@cronus-demosite.com	Active	
JS	Jane	Schuhmacher	6549-3216-7416	1546-3124-4647		Active	COMPACT
LT	Lina	Townsend	0678-1234-5466	1234-6545-5649	lt@cronus-demosite.com	Active	
MH	Marty	Horst	0678-2135-4649	1234-5464-5446	mh@cronus-demosite.com	Active	
OF	Otis	Falls	6549-3216-7415	1546-3124-4646	of@cronus-demosite.com	Active	
RB	Robin	Bettencourt	0678-2534-2013	1234-1643-4384	rb@cronus-demosite.com	Active	
RC	Rick	Carpenter	0678-9012-3458	1234-5678-9013		Active	DEFAULT
TD	Terry	Dodds	0678-8712-5466	1234-6545-8799	td@cronus-demosite.com	Active	

Details Attachments (0)

Employee Picture

Active Task

Task No.

Prod. Order No.

Operation No.

3

PIW002

300050

Via click **Home**, click **Employee Card** you can open the standard Business Central page **5200 Employee Card**. In this card, you are also able to create new Employees by clicking **+** in the top of the page.

If you click **Shop Floor Param.** the TRIMIT page **trm 6038408 Shop Floor Employee, Card** will be opened. This is mandatory if the Employee needs to register his time by using **TRIMIT Shop Floor**.

But you first need to create the standard Business Central Employee before you can enter the Shop Floor Parameters.

Employee Card

ET · Elisabeth · Taylor

Home **Employee** Actions Related Automate Fewer options

Dimensions Comments **Employee** Alternate Addresses Relatives Misc. Article Information **Absences by Categories** Misc. Articles Overview Confidential Info. Overview Other

General

No. ET

First Name Elisabeth

Middle Name

Last Name Taylor

Job Title Designer/Production Employee

Address & Contact

Address Sunset Boulevard 3498

Address 2

City London

Post Code W2 8HG

Country/Region Code GB

[Show on Map](#)

Structure Confidential Information Qualifications **Absences** Ledger Entries

Initials ET

Search Name ET

Gender Female

Comments 4465-4899-4644

Dimensions

Picture

Confidential Information

Qualifications 4564-4564-7834

Absences

Ledger Entries 4644

Attachments 4465-4899-4644

Pay Employee

Contact

Use short menu

The **Absences** and **Absences by Categories** in this page 5200 under *Related/Employee*, show the standard Business Central registration of absences, and will NOT show the absences registered via **TRIMIT Shop Floor**, therefore they should not be used when using **TRIMIT Shop Floor** for your Time Registration.

Before the Employee can use **TRIMIT Shop Floor** several conditions must be met:

- Employee must be set up as an Employee in page **Employee Card (5200)**
- **Shop Floor Status** must be set to *Active* in page **Shop Floor Employee Card (6038408)**
- Employee must have an **Employee Group** in page **Shop Floor Employee Card (6038408)**
- Employee must have a **Terminal Menu** in page **Shop Floor Employee Card (6038408)**

FastTab General

Shop Floor Employee - ET · Elisabeth · Taylor

Manage Home Reports Page Actions Related Fewer options

Time Transactions

General

No. ET Employee Group DAY
Initials ET Selection Group DAY_EVE
First Name Elisabeth Rotation Group
Last Name Taylor Foreman No. JS
Employment Date 9/1/2009

Shop Floor >

Tasks >

Employee Picture

Active Task

Task No.	Prod. Order No.	Operation
(There is nothing to show in this view)		

Descriptions of the Fields:

No., Initials, First Name, Last Name and Employment Date

These fields come from the standard Business Central Employee and can be filled/created via page **5200 Employee Card**.

You are not able to change them on this page **6038408 Shop Floor Employee, Card**.

If you click on one of these fields the page **Employee List (5201)** will be opened, from where you can get into page **5200 Employee Card** to change this data.

Employee Group

This field is mandatory if working with **TRIMIT Shop Floor**.

An Employee must be connected to an **Employee Group** which specifies the Work Shift he is working in. See [Employee Group](#) for more details regarding the Employee Group.

Selection Group

The **Selection Group** specifies the different time ranges an Employee can work in and for which **Employee Group** it then will be.

See [Selection Group](#) for more details regarding the Selection Group.

Rotation Group

The **Rotation Group** is important if the Employee is working in several different Shifts and determines the schedule for switching Shifts during a specific period.

See [Rotation](#) for more details regarding the Rotation Group.

Note

Keep in mind that you should not have a **Selection Group** and a **Rotation Group**.

You need to determine which type of changing Work Shifts (Employee Groups) you want to use.

Foreman No.

The **Foreman No.** is an Employee that can check the entered Time Registration of an Employee and is able to correct Time Registration: his Manager or Chief.

FastTab Shop Floor

Shop Floor			
Shop Floor Status	Active	Set FM Check	☒
Terminal Menu	DEFAULT	ID Card	
Terminal Menu Password		Message 1	Make sure you schedule your holiday
Employee Password		Message 2	before July and inform HR.
Permanent Terminal(s)		No. of Sending out	2
Register Absence	☒		

Description of the Fields:

Shop Floor Status

With this field you determine if the Employee is *Active* or *Inactive* for using **TRIMIT Shop Floor**.

Terminal Menu

In this field you need to select the **Terminal Menu** that the Employee will check-in to. It also determines the possibilities of registering Time. It is mandatory if this employee should be working with **TRIMIT Shop Floor**.

See [Terminal Menu Setup](#) for more details.

Terminal Menu Password

In this field, you can enter a **Password** which the Employee must use, to be able to select specific **Terminal Menu Lines** (Actions) in the Terminal Menu.

In the individual **Terminal Menu Lines** of Terminal Menu, you can enter a checkmark in the field **Password**. In that case the Employee needs to enter the **Terminal Menu Password** to use the specific **Terminal Menu Line** (Menu Item).

Employee Password

In this field, you can enter a **Password** which the Employee must use to login to the **Terminal Menu** and being able to register Time by using the **TRIMIT Shop Floor** functionality.

Permanent Terminal(s)

In this field, you can set up the Terminal Number(s) (User-ID's) on which an Employee can work and that are close to the place that he executes his work.

The idea is that on specific Terminals (PC's or Handheld devices) on the Shop Floor the **Terminal Login** for TRIMIT Shop Floor is always open and Employees can simply login with their own **Employee No.** to register time spent on i.e., Tasks.

For these specific Terminals, you should create specific **Users** that will only be used to login to these specific Terminals and in TRIMIT they will have the default profile for *TRM_DC TRIMIT Shop Floor*.

If the **Permanent Terminal (s)** has been filled, the Employee can only login to the **Terminal Menu** if this specific Terminal has been accessed with this **Permanent Terminal (s)**.

Register Absence

In this field, you can specify if an Employee should also register **Absence**.

Example

If an Employee has left on 2/7/24 and was sick for a few days and arrives again on 2/12/24 the field **Register Absence** determines what he needs to do after the said he arrived in the Terminal Menu.

If **Register Absence** is *No*, he does not need to register why he was not working on 2/8/24 and 2/9/24 (February 10 and 11 were non-working days).

If **Register Absence** is *Yes*, he needs to register why he was not working on 2/8/24 and 2/9/24:

The following page will open where the Employee needs to enter/confirm the **Start/End Date** after which he needs to select the **Shop Floor Reason** for his Absence.

The image shows two overlapping windows from a software application. The 'Absence Registration' window on the left has fields for 'Start Date' (2/8/2024) and 'End Date' (2/9/2024), both highlighted with red boxes. Below these is an 'OK' button, also highlighted with a red box. A red arrow points from the 'OK' button to the 'Absent' window on the right. The 'Absent' window displays a list of reasons for absence. The first two items, '10 Unpaid Leave' and '20 : Sickness', are highlighted with light blue backgrounds and have red boxes around their respective numbers. The 'Sickness' row is also highlighted with a red box. At the bottom right of the 'Absent' window, there is an 'OK' button highlighted with a red box.

No. ↑	Text
10	Unpaid Leave
20	: Sickness
21	Sickness, Injured
25	Maternity leave
30	Childs Sickness
40	Time off in lieu of overtime
50	Time off
60	Flexible Off
80	Holiday
84	Holiday Days Off

Set FM Check

With this field, you can get this Employee shown on Foreman (FM) control reports, although there is no deviation on that day in comparison to the normal working hours.

This field can also be set up for **Employee Group** and **Shop Floor Reason**.

ID Card

In this field, you can enter an **Employee ID Card Number** that needs to be used, i.e., for barcode reading. This might be necessary based on the field **Employee No.** in the **Shop Floor Setup**.

See [Employee ID](#)

Message 1

In this field, you can specify a message for an Employee with max. 40 characters.

This field is used only in connection with **TRIMIT Shop Floor** and shown on the screen when the Employee logs in to the Terminal Menu of **TRIMIT Shop Floor**.

Message 2

If the 40 characters of **Message 1** are not enough, you can enter a second message line.

No. of Sending out:

This field specifies how many times in total the Employee is made aware of the Message entered in the fields **Message 1** and **Message 2** when logging in to the Terminal Menu.

This field will automatically be decreased (to zero) every time the Message has been shown to the Employee.

Example

Shop Floor	
Shop Floor Status	Active
Terminal Menu	DEFAULT
Terminal Menu Password	
Employee Password	
Permanent Terminal(s)	
Register Absence	☒
Set FM Check	☐
ID Card	
Message 1	Make sure you schedule your holiday
Message 2	before July and inform HR.
No. of Sending out	2

This means that if this Employee logs in to the Terminal, he will see the message:

 You have received the following message:

Make sure you schedule your holiday
before July and inform HR.

Please confirm.

Only if he clicks Yes, the **No. of Sending out** will be decreased to 1.

Therefore, he will see this Message one more time again.

If he however clicks No, the **No. of Sending out** will remain 2.

FastTab Tasks

Tasks	
Attached to Work Center	
Active Task	0

Attached to Work Center

If you enter a **Work Center** in this fields, the **New Tasks** List that can be shown in the **Terminal Menu** will be filtered and only show the Tasks on this Work Center – in case the **Embed Tasks List in Terminal** is set to Yes.

Active Task

The number shown in **Active Task** will show the number of Tasks the Employee is working on.

These are the Tasks that an Employee has started but not ended yet.

You can drill-down to the list of these Active Tasks.

Related

Shop Floor Employee - ET · Elisabeth · Taylor

Manage

Home

Reports

Page

Actions

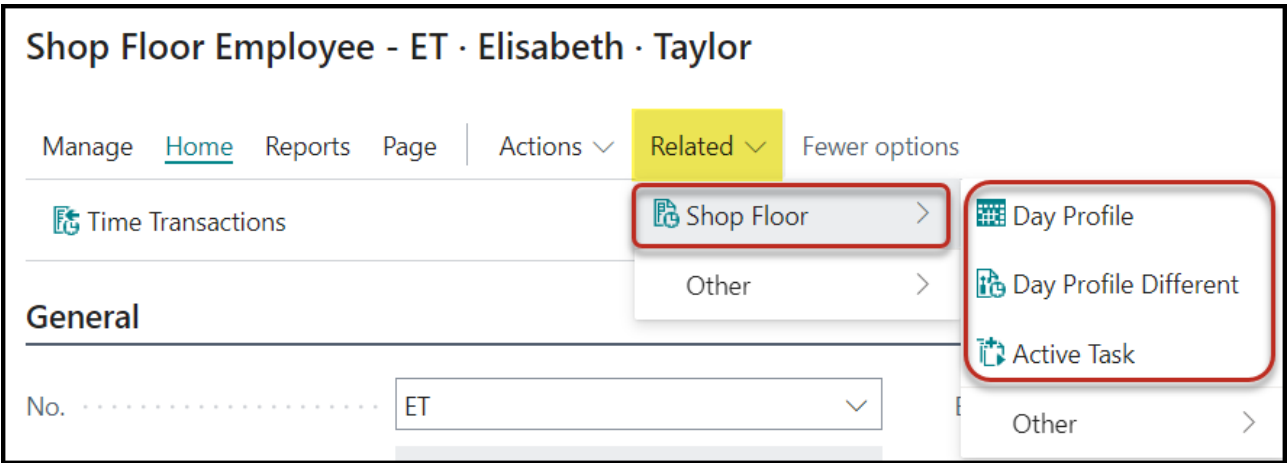
Related

Fewer options

 Time Transactions

Time Transactions

This will show an overview of all the registered Time Transactions of the Employee (that are not Task related).



Day Profile

As you can set up **Day Profiles** via **Shop Floor Setup** and for **Employee Groups**, you are also able to set up specific Day Profiles for an Employee. This will overrule the **Day Profiles** of **Shop Floor Setup** and the **Employee Group** of the Employee.

See [Day Profile](#) for more details.

Day Profile Different

As you can set up **Day Profile Different** via **Shop Floor Setup** and for **Employee Groups**, you are also able to set up specific Day Profile Different for an Employee. This will overrule the **Day Profile Different** of **Shop Floor Setup** and the **Employee Group** of the Employee.

See [Related/Day Profile Different of Employee Group](#) for more details.

Active Task

This will show a list of the Active Tasks the Employee is working on; for which the Employee has registered that he *Started* the Task but has not *Ended* the Task.

Shop Floor Employee - ET · Elisabeth · Taylor

Manage

Home

Reports

Page

Actions ▾

Related ▾

Fewer options

Statistics

Statistics

ManagePage

VIEW - EMPLOYEE STATISTICS - ET · ELISABETH · TAYLOR

General

Employee

Elisabeth Taylor

Actual Period

06-07-20..12-07-20

Statistics

	BEFORE	ACTUAL PERIOD	AFTER	TOTAL	
Basis Time	0		2,17111	0	2,17111
Flextime	0		0	0	0
Overtime	0		0	0	0
Holiday Time	0		0	0	0
Time off in lieu	0		0	0	0
Time of Absence	0		11,57889	15,5	27,07889
Counter 1	0		0	0	0
Counter 2	0		0	0	0
Counter 3	0		0	0	0
Counter 4	0		0	0	0
Counter 5	0		0	0	0
Counter 6	0		0	0	0

Close

The **Statistics** will show the registered Time via **TRIMIT Shop Floor**.
The **Actual Period** is determined via **Period Start Date** and **Period End Date** in the **Shop Floor Setup**.
The different Lines are determined by the setup of the Terminal Menu Lines with specific types.

Operation

Some specific fields in the **Operation** Card are of influence on the behavior in **TRIMIT Shop Floor**.

FastTab General

The screenshot shows the 'FastTab General' section of the 'Operation' card. The 'Material Consumption' field is highlighted with a red box and is set to 'Yes'. Other fields include 'Type' (Operation), 'No.' (300010), 'Description' (Cut), 'Unit of Measure Code for Minutes' (MIN), 'Time Consumption' (On Demand), 'Material Consumption' (Yes), 'Quantity Registration' (On), and 'Information Operation/Setup' (On).

Material Consumption

This field must be set to Yes if the Employee should also be able to register **Material Registration** (consumptions of the Materials the Employee used to execute an Operation) on the Shop Floor Menu.

Note

This can however only be possible if:

- ➔ There is an **Active Task** (Setup or Operation) that the Employee has started.
- ➔ The Parameter **Material Consumption Method** in the Production Setup is set to *Manual*.
- ➔ The Field **Material Consumption** in the Operation of the Active Task is set to *Yes*.
- ➔ The Field **Material Consumption on Demand** in the Production Order Lines of **Type Item**, which are before
 - ➔ the Production Order Line of **Type Setup** or **Operation** of the Active Task is set to *Yes*.
 - ➔ This is coming from the corresponding field in the Item.

FastTab Shop Floor

The screenshot shows the 'FastTab Shop Floor' section. The 'Finish Task' toggle is turned on. The 'Allow Adjustm. of Operation & Machine Time' dropdown menu is open, showing options: No, Operation Time, Machine Time, and Operation and Machine Time.

Finish Task

If **Finish Task** is set to Yes, the Dialog opens when Ending a Task.

If **Finish Task** is set to No, the Dialog only opens when Ending a Task,

- ➔ if **Quantity Registration** in the Task is Yes, or
- ➔ if **Finish Production Order** in the Task is Yes, or
- ➔ if **Allow Adjustm. of Operation & Machine Time** <> No

Allow Adjustm. of Operation & Machine Time

Setting this field to a value <> No, determines if you can change the Times in the Dialog when Ending a Task: you can choose between the following four options:

No	You cannot change the Operation Time and/or the Machine Time when closing a Task.
Operation Time	You can change the Operation Time when closing a Task.
Machine Time	You can change the Machine Time when closing a Task.
Operation and Machine Time	You can change the Operation Time and/or the Machine Time when closing a Task.

Tasks

To work on specific Operations of TRIMIT Production Orders by using **TRIMIT Shop Floor**, you need to create Tasks.

Creating Tasks, based on Operations, can be done via the TRIMIT Production Order (via **Search Production Orders List**, click **Job Card**, and enter a checkmark in **Include Task Nos.**

Production Orders: All

Search

Analyze

New

Delete

Finish

Job Card...

Release Prod. Order

Archive Order

Check Availability

Document Type	No. ↑	Item No.	Item Description	Item Description 2	Status	Start Date	End Date	Quantity to Produce
Order	PIW001	5000033020	Chair Castor	Retro,Walnut,Oil	Released	1/1/2024	1/1/2024	10
Order	PIW002	5000012000	Chair Castor	Classic,Oak,Natural	Released	1/1/2024	1/1/2024	6
Order	PO000001	5010	Chair Pollux	—	Released	1/1/2024	1/1/2024	450
Order	PO000002	M300501200...	Chair Seat	Classic,Oak,Wood,Natural	Released	1/1/2024	1/1/2024	450
Order	PO000003	5010	Chair Pollux	—	Released	1/8/2024	1/8/2024	400

Prod. Order Mat. and Routing

Printer (Handled by the browser)

Options

Reprint previously printed?

Include Task Nos.

NB: This printing will automatically

Include Production Orders that

have been changed since last print.

Filter: Production Header

× No. PIW001

+ Filter...

Filter totals by:

+ Filter...

Send to... Print Preview Cancel

To make sure you have the right **"Job Card"** report, you need to have it set in the **Report Selections Production Order** for the **Usage Job Card** as follows:

Report Selections Production Order

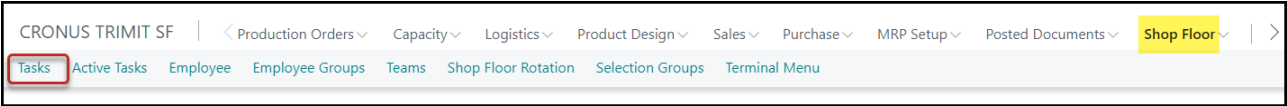
✓ Saved

Usage Job Card

Manage

Sequence ↑	Report ID	Report Caption
→ 1	6037312	Prod. Order Mat. and Routing

When running this specific report, per Production Order Line with an **Operation** or a (Machine) **Setup** a Task Number will be created which can be seen via **Search Task** or when using the **TRIMIT Production Role Center**, via **Shop Floor, Tasks**.



You can however also create the Tasks manually. Please keep in mind that they need to be related to Production Order Lines, otherwise registering Time on these Tasks will have no specific financial consequences.

And creating Tasks manually will not change the parameter **Last Task No.** in the **Shop Floor Setup**, which can lead to errors next time you create Tasks based on Production Orders.

Tasks: All

Search

Analyze

New

Delete

Edit List

More options

Active Task	No.	Status	Prod. Order No.	Produced Item No.	Item Description	Item Description 2	Planned Order Quantity	Prod. Order Line No.	Operat...	Operation Description	Work Center	Planned Operation Quantity	Pre-Calculated Time per Unit	Quantity Registration	Start Date	End Date	Description
1	1	Finished	PIW001	5000033020	Chair Castor	Retro,Walnut,Oil	10	60000	300050	Mount	3050	10	0.16667	☒	1/1/2024	1/1/2024	
ET	2	Finished	PIW001	5000033020	Chair Castor	Retro,Walnut,Oil	10	80000	300060	Surface Treatment	3060	10	0.16667	☒	1/1/2024	1/1/2024	
	3		PIW002	5000012000	Chair Castor	Classic,Oak,Natural	6	60000	300050	Mount	3050	6	0.16667	☒	1/1/2024	1/1/2024	
	4		PO000001	5010	Chair Pollux	...	450	60000	300050	Mount	3050	450	0.16667	☒	1/1/2024	1/1/2024	
5		PO000002	M300501200000	Chair Seat	Classic,Oak,Wood,Natural	450	50000	300050	Mount	3050	450	0.01667	☒	1/1/2024	1/1/2024		
6		PO000003	5010	Chair Pollux	...	400	60000	300050	Mount	3050	400	0.16667	☒	1/8/2024	1/8/2024		
7		PO000004	M300501205500	Chair Seat	Classic,Oak,Leather,Natural	400	70000	300010	Cut	3010	400	0.01667	☐	1/8/2024	1/8/2024		
8		PO000004	M300501205500	Chair Seat	Classic,Oak,Leather,Natural	400	80000	300100	Upholster	3050	400	0.03333	☒	1/8/2024	1/8/2024		

Description of the Fields:

Active Task

This field will be set by the System and filled with Employee **No.** that has started the Task.

No.

Unique Number of the Task

Status

The **Status** can be changed manually (can be added to the page via **Personalization**).

You can choose between the following four options:

Empty	It is a new Task.
Planned	The Task is planned.
Released	The Task is released.
Finished	The Task is finished. This will also be set by the System if an Employee enters a checkmark in Task Finished when Ending a Task, and the corresponding Operation or Setup has a checkmark in Finish Task .

Prod. Order No.

The Number of the **TRIMIT Production Order** for which this Task has been created.

Produced Item No.

Item **No.** of the **TRIMIT Production Order**.

Item Description and Item Description 2

Item Description and Item Description 2 are the Descriptions of the **Produced Item No.**

These fields are not in the page by default but can be added via Personalization.

Planned Order Quantity

The **Quantity To Produce** of the **TRIMIT Production Order**; the quantity of Produced **Item No.** that needs to be produced.

Prod. Order Line No.

The **Production Line Number** of the Operation or (Machine) Setup for which this Task has been created.

Operation No.

Operation **No.** of the **Prod. Line No.** for which this Task has been created.

Operation Description

Description of Operation **No.**

This field is not in the page by default but can be added via Personalization.

Work Center

The **Work Center** of this Task – the Work Center of the **Prod. Order Line No.**

Planned Operation Quantity

The **Operation Quantity** will be 1 if the Task is related to a (Machine) Setup.

The **Operation Quantity** will be the **Order Quantity** if the Task is related to an Operation.

Pre-Calculated Time per Unit

The **Quantity per** of the **Prod. Line No.** (which is in Minutes) transformed to Hours.

Therefore, if **Quantity per** would be 15 the **Precalculated Time per Unit** would be 0,25.

But in detail:

Quantity per * Part Item Quantity * Cutting Quantity / 60

and rounded based on the field **Unit Cost Rounding Precision** of the Inventory Setup.

Quantity Registration

This field marks if you need to register not only the Time you spend on a Task, but also the Quantity on which you have worked.

Start Date

The **Start Date** of the **Prod. Line No.**

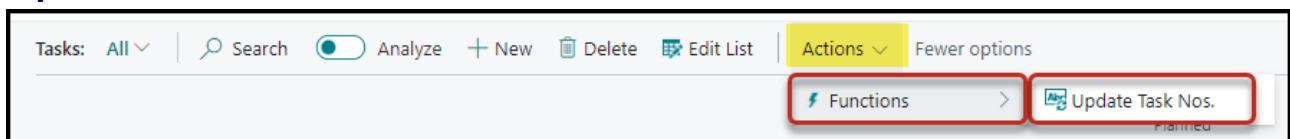
End Date

The **End Date** of the **Prod. Line No.**

Description

You can enter manually the Description for this Task.

Update Task Nos.



With this Action you can update the data in the **Task Nos.** based on the information of the related **TRIMIT Production Orders** and Operation/Setup **Lines**.

You can filter on any field of the **Task** to determine which **Tasks** should be updated.

Update Task Nos.

Filter: Task

× Prod. Order No.

× Prod. Order Line No.

× Production Series

× Operation No.

+ Filter...

Advanced >

Schedule...

OK

Cancel

Shop Floor Teams

You can create a **Shop Floor Team** in the **Terminal Menu** which means, that all Members of the Team will work on the same Tasks at the same time.

Precondition to add Members (Employee Nos.) to a Team: they must have arrived if **Use Shop Floor For** in the Shop Floor Setup or Employee Group of the Member you want to add to the Team has been set to *Time and Task Registration*. If **Use Shop Floor For** is set to *Only Tast Registration* you can always add Members.

I.e., Employees *ET* and *RC* have reported that they (have *Arrived* and) will be working on the same Task. In that case Employee *ET* can create a Team with *RC* via **Team Table [6]** and will then automatically be the *Team Leader* for the Team:

Terminal Menu

▶ Start Task [3]

■ End Task [4]

⌄ Multiple Task [5]

👤 Team Table [6]

⌄ Change Work Center [7]

📄 Material Registration [8]

Actions ▾

Fewer options

Menu

Choice

6

Name

Elisabeth Taylor

Status

- -

Teams

🔍 Search

+ New

⌄ Edit List

🗑 Delete

Employee No. ↑

Name

Delete (No,Yes)

→ RC	⋮ Rick Carpenter	No

Description of the Fields:

Employee No.

Member of the Team different from the Team Leader.

Name

Will be filled based on Employee **No.** with the name of the Employee No.

Delete (No,Yes)

Will be removed from the page; This is an internal field that will be set.

After creating the Team by selecting the Members the *Team Leader* who created the Team can start a Task. In that case the same Task will also be registered as *Started* for all the other Members of the Team.

If the *Team Leader* now will *End* the Task, it will also be *Ended* for all the other Members of the Team. If he, however, also registers **Produced Quantity**, this quantity will only be posted on the *Team Leader*. The other Members of the Team will have 0 (Zero).

Example

ET and RC will work together on the same Task and therefore a Team has been created for which ET is the *Team Leader*. You can see this via **Search Shop Floor Teams**

Shop Floor Teams			
Search ☐ Analyze			
Team Leader ↑	Employee No. ↑	Name	
ET	:	RC	Rick Carpenter

If ET now starts a Task, this Task is also *Started* for ET.

Terminal Menu

Arrive [1]

Leave [2]

Start Task [3]

End Task [4]

Multiple Task [5]

Team Table [6]

Change Work Center [7]

Material Registration [8]

Statistics [59]

Actions

Fewer options

Menu

Choice

Name

Elisabeth Taylor

Status

Arrived Late - 02/16/24 - 11:25:55 AM

Active Tasks

Ready Previous

No. ↑

Produced Item No.

Planned Order Quantity

Operation No.

Work Center

Planned Operation Quantity

Pre-Calculated Time per Unit

Qua... Regis...

Prod. Order No.

Prod. Order Line No.

Start Date

End Date

Description

(There is nothing to show in this view)

New Tasks

Ready Previous

No. ↑

Produced Item No.

Planned Order Quantity

Operation No.

Work Center

Planned Operation Quantity

Pre-Calculated Time per Unit

Qua... Regis...

Prod. Order No.

Prod. Order Line No.

Start Date

End Date

Description

→

Ready

:

3

5000012000

6

300050

3050

6

0.16667

☒

PIW002

60000

1/1/2024

1/1/2024

Ready

4

5010

450

300050

3050

450

0.16667

☒

PO000001

60000

1/1/2024

1/1/2024

Ready

5

M300501200000

450

300050

3050

450

0.01667

☒

PO000002

50000

1/1/2024

1/1/2024

You can see this via **Search Active Tasks** or when using the **TRIMIT Production Role Center**, via **Shop Floor, Active Tasks**

CRONUS TRIMIT SF < Production Orders Capacity Logistics Product Design Sales Purchase MRP Setup Posted Documents Shop Floor >													
Tasks	Active Tasks	Employee	Employee Groups	Teams	Shop Floor Rotation	Selection Groups	Terminal Menu						

Active Tasks: All Search Analyze Delete Edit List Material Registration More options											
Employee No. ↑	Task No.	Description	Started Date	Started Time	Work Center	Planned Order Quantity	Planned Operation Quantity	Finished Operation Quantity	Scrapped Operation Qty.	Reason No.	Prod. Order No.
ET	3		2/16/2024	11:47:39 AM	3050	6	6	0	0		PIW002
RC	3		2/16/2024	11:47:39 AM	3050	6	6	0	0		PIW002

If *ET* and *RC* have now finished the Task, it must be *ET* to register this.

Terminal Menu

Arrive [1] Leave [2] Start Task [3] End Task [4] Multiple Task [5] Team Table [6] Change Work Center [7] Material Registration [8] Statistics [59] Actions Fewer options

Menu

Choice 4 Name Elisabeth Taylor Status Arrived Late - 02/16/24 - 11:25:55 AM

Active Tasks

Ready Previous	No. ↑	Produced Item No.	Planned Order Quantity	Operation No.	Work Center	Planned Operation Quantity	Pre-Calculated Time per Unit	Qual. Regis...	Prod. Order No.	Prod. Order Line No.	Start Date	End Date	Description
In Process	3	5000012000	6	300050	3050	6	0.16667		PIW002	60000	1/1/2024	1/1/2024	

Finish Task - ET · 3

Task No. 3

Prod. Order No. PIW002

Operation No. 300050

Work Center 3050

Planned Order Quantity 6

Planned Operation Quantity 6

Description

Finished Operation Quantity 6

Register Scrapping

You can see the result now via **Search Active Tasks** this will now be empty.

Active Tasks: All Search Analyze Delete Edit List Material Registration More options											
Employee No. ↑	Task No.	Description	Started Date	Started Time	Work Center	Planned Order Quantity	Planned Operation Quantity	Finished Operation Quantity	Scrapped Operation Qty.	Reason No.	Prod. Order No.
(There is nothing to show in this view)											

And in the **Production Journal** (via **Search Production Journal**) you can see *RC* and *ET* in the **Journal Batch Name** of the actual Windows Date you *Ended* the Task.

Production Journal

2024-02-16

Post

More options

General

Journal Batch Name

2024-02-16

Time Registration

Yes

Clear by Posting

Material Consumption

No

Type

Time Registration

Finishing

No

Release

No

Time Registration Lines

Manage

Line

Distribute Time

New Line

Delete Line

Posting Date	Task No.	Production Order No.	Operation No.	Description	Employee No.	Employee Name	Employee Group	Operation Quantity	Start Date	Start Time	End Time	Operation Time (Hours)	Scrapped Quantity
2/16/2024	3	PIW002	300050	Mount	ET	Elisabeth Taylor	EVENING	6	2/16/2024	11:52:32 AM	11:52:44 AM	0.00323	0
2/16/2024	3	PIW002	300050	Mount	RC	Rick Carpenter	EVENING	0	2/16/2024	11:52:32 AM	11:52:44 AM	0.00323	0

Active Tasks

Via **Search Active Tasks** or when using the **TRIMIT Production** Role Center, via **Shop Floor, Active Tasks**, you can get an overview of all the Tasks that have been started by Employees but have not ended yet.

Active Tasks: All Search Edit List											
Employee No. ↑	Task No.	Description	Started Date	Started Time	Work Center	Planned Order Quantity	Planned Operation Quantity	Finished Operation Quantity	Scrapped Operation Qty.	Reason No.	Prod. Order No.
ET	5		8/2/2022	4:28:24 PM	3050	400	0	0	0		PO000004
RC	7		8/3/2022	11:26:12 AM	3050	425	0	0	0		PO000005

You can also see the Active Tasks in the Employee List/Card in the FactBox **Active Task**:

CRONUS TRIMIT SF

Production Orders

Capacity

Logistics

Product Design

Sales

Purchase

MRP Setup

Posted Documents

Shop Floor

Employee: All Search Analyze Home Reports Related Automate Fewer options

No. ↑

First Name

Last Name

Job Title

Phone No.

Mobile Phone No.

Email

Shop Floor Status

Terminal Menu

EH	Ester	Henderson	Managing Direc...	4465-4899-4643	4564-4564-7831	eh@cronus-demosite.com	Active	
ET	Elisabeth	Taylor	Designer/Produ...	4465-4899-4644	4564-4564-7834		Active	DEFAULT
JO	Jim	Olive	Sales Manager	0678-9012-3456	1234-5678-9012	jo@cronus-demosite.com	Active	
JS	Jane	Schuhmacher	Production Dire...	6549-3216-7416	1546-3124-4647	_	Active	COMPACT
LT	Lina	Townsend	Designer	0678-1234-5466	1234-6545-5649	lt@cronus-demosite.com	Active	
MH	Marty	Horst	Production Assis...	0678-2135-4649	1234-5464-5446	mh@cronus-demosite.com	Active	
OF	Otis	Falls	Production Man...	6549-3216-7415	1546-3124-4646	of@cronus-demosite.com	Active	
RB	Robin	Bettencourt	Secretary	0678-2534-2013	1234-1643-4384	rb@cronus-demosite.com	Active	
RC	Rick	Carpenter	Production Empl...	0678-9012-3458	1234-5678-9013		Active	DEFAULT
TD	Terry	Dodds	Production Assis...	0678-8712-5466	1234-6545-8799	td@cronus-demosite.com	Active	

Details Attachments (0)

Employee Picture

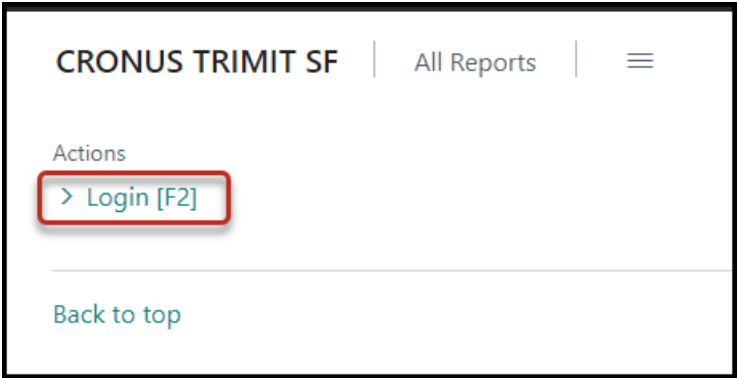
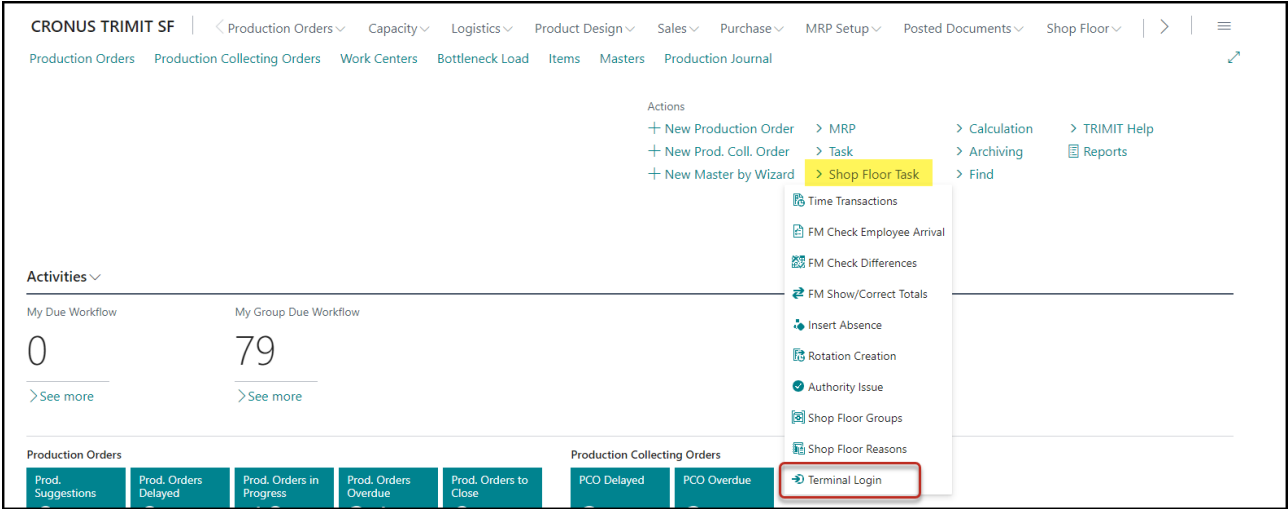
Active Task

Task No.	Prod. Order No.	Operation No.
3	PIW002	300050

Time Registration Process

A Time Registration system will usually wait until an Employee enters his Employee Number followed by a Password. Technically this is handled via table **6038407 trm Terminal Header**.

In **TRIMIT Shop Floor**, there is a special page awaiting the Employee input: **6038440 trm Terminal Login** which can be found via **Search Terminal Login** or when using the **TRIMIT Production** Role Center via **Shop Floor Task, Terminal Login** or when using the **TRIMIT Shop Floor Terminal** Role Center via **Login [2]**.



Terminal Login

Employee

*

Password

OK

Cancel

Manual Time Registration

Besides using **TRIMIT Shop Floor** functionality in full by using the **Terminal Login** which opens the specific **Terminal Menu**, you are also able to enter the Time Registration manually.

As an alternative to Registration on Terminals in the production department, Time Registration can be entered by Human Resource Department or Financial Department in case of i.e., *Arrive, Leave and Absence*.

The method for this is: go the **Shop Floor Employee** (via **Search**) select the right **No.** and click **Home**, click **Time Transactions**.

Employee: All										Search		Analyze		Home		Reports		Related		Automate		Fewer options	
No. ↑		First Name		Last Name		Shop Floor Param. Time Transactions Employee Card										No.		Mobile Phone No.		Email			
EH		Ester		Henderson												4899-4643		4564-4564-7831		eh@cronus-demosite.com			
ET		Elisabeth		Taylor												4899-4644		4564-4564-7834					
JO		Jim		Olive		Sales Manager		0678-9012-3456		1234-5678-9012		jo@cronus-demosite.com											
JS		Jane		Schuhmacher		Production Dire...		6549-3216-7416		1546-3124-4647		-											

Note

Manual registration of Time spent on Tasks can be entered via the **Production Order** or **Production Collecting Order** itself as Time Consumption or by using the **Production Journal**.

Time Transactions											
Manage Maintenance Card More options											
Correction Date	Correction Time	Work Date	Weekday	Transaction Type	Transaction Text	Employee Transaction	Where-Used Calculation	Reason Type	Reason No.	FM Check	Comment
→ 2/16/2024	11:25:55 AM	2/16/2024	Friday	Arrived Late	Unpaid Leave	☒	☒	Arrived Late	10	☒	

To create a new Time Transaction, you can simply go to the next empty Line.

You need to enter the **Correction Date** and **Correction Time** after which the system can give you a selection for the correct **Reason No.** of the entry; exactly as in the case of Registering via the Terminal Menu.

Because Manual Registration also includes the Absence Registration.

Description of the Fields:

Correction Date

Correction Date must be entered for this Time Transaction.

It is the actual Date of the Working Day for this Time Registration.

Correction Time

Correction Time must be entered for this Time Transaction.

It is the actual Time for this Time Registration.

Employee Transaction

This field will get a checkmark automatically if the Time Transaction has been created via the **Terminal Menu** by the Employee. Therefore, it will stay blank if the Transaction has been entered manually.

A Time Transaction with a checkmark can NOT be deleted with a normal TRIMIT Customer License; only with a TRIMIT Developers License.

Handling of Correction Date/Time

Based on the checks of the system, the fields **Work Date**, **Weekday**, **Transaction Type**, **Transaction Text**, **Where-Used Calculation**, **Reason Type** and **Reason No.** will be filled.

If the Employee has not yet reported he *Arrived* for this specific **Correction Date**, you need to choose:



A dialog box with a white background and a black border. In the top-left corner, there is a teal circle containing a white lowercase 'i'. To its right are two radio buttons. The first is labeled 'Arrived' and is selected, indicated by a blue dot. The second is labeled 'Absent' and is unselected, indicated by a grey dot. At the bottom of the dialog box, there are two buttons: a teal 'OK' button and a white 'Cancel' button with a grey border.

Choosing *Arrived* means:

- ➔ The system checks if **Correction Time** is within **Earliest/Latest Arrive** of the applicable Day Profile.
 - ➔ If so: **Work Date** is set to **Correction Date**, **Weekday** is based on **Work Date**, **Transaction Type** is set to *Arrived*.
 - ➔ If not, but **Correction Time** is within **Earliest/Latest Access** you need to choose the **Shop Floor Reason** for arriving *Later/Earlier*. After that the **Work Date** is set to **Correction Date**, **Weekday** is based on **Work Date**, **Transaction Type** is set to *Arrived Earlier/Arrived Later*, **Transaction Text** is filled with the Description of the chosen **Shop Floor Reason**, **Reason Type** is filled based on chosen **Shop Floor Reason** which is filled in **Reason No.**
 - ➔ If not and **Correction Time** is outside **Earliest/Latest Access**, you will get an error message.

Choosing *Absent* means:

- ➔ The Employee will be the full day *Absent*, and the hours of absence will be calculated based on the Start/End Time of the specific Working Day of the applicable Day Profile.
- ➔ You need to specify the **Shop Floor Reason** for his absence. After that the **Work Date** is set to **Correction Date**, **Weekday** is based on **Work Date**, **Transaction Type** is set to *Absence*, **Transaction Text** is filled with the Description of the chosen **Shop Floor Reason**, **Reason Type** is filled based on chosen **Shop Floor Reason** which is filled in **Reason No.**

If the Employee has already reported he *Arrived* for this specific **Correction Date**, you need to confirm:



A dialog box with a white background and a black border. In the top-left corner, there is a teal circle containing a white lowercase 'i'. To its right are two radio buttons. The first is labeled 'Left' and is selected, indicated by a blue dot. The second is unselected and has no label. At the bottom of the dialog box, there are two buttons: a teal 'OK' button and a white 'Cancel' button with a grey border.

Choosing *Left* means:

- ➔ System checks if **Correction Time** is within **Earliest/Latest Leave** of the applicable Day Profile.
 - ➔ If so: **Work Date** is set to **Correction Date**, **Weekday** is based on **Work Date**, **Transaction Type** is set to *Left*.
 - ➔ If not, but **Correction Time** is within **Earliest/Latest Access** you need to choose the **Shop Floor Reason** for leaving *Later/Earlier*. After that the **Work Date** is set to **Correction Date**, **Weekday** is based on **Work Date**, **Transaction Type** is set to *Left*

Earlier/Left Later, **Transaction Text** is filled with the Description of the chosen **Shop Floor Reason**, **Reason Type** is filled based on chosen **Shop Floor Reason** which is filled in **Reason No.**

- If not and **Correction Time** is outside **Earliest/Latest Leave** you will get an error message.

The system can in all situations determine a difference between the **Correction Date** and **Work Date**

Correction Date	Correction Time	Work Date	Weekday	Transaction Type	Transaction Text	Employee Transaction	Where-Used Calculation	Reason Type	Reason No.	FM Check	Comment
8-7-2020	12:00:00	7-7-2020	Tuesday	Arrived Late	Time off	☒	☒	Arrived Late	50	☒	
9-7-2020	14:03:11	8-7-2020	Wednesday	Left Late	Forgot to punch out. Correct Date/...	☒	☒	Left Late	10	☒	
10-7-2020	13:26:37	9-7-2020	Thursday	Arrived Late	Time off	☒	☒	Arrived Late	50	☒	
10-7-2020	15:00:00	9-7-2020	Thursday	Left Late	Unpaid Leave	☒	☒	Left Late	10	☒	
15-7-2020	12:00:00	14-7-2020	Tuesday	Arrived Late	Unpaid Leave	☐	☒	Arrived Late	10	☒	
15-7-2020	15:00:00	14-7-2020	Tuesday	Left Late	Unpaid Leave	☐	☒	Left Late	10	☒	

This can happen i.e., if there is a Night Shift that is overlapping Midnight. In that case leaving can be on **Correction Date** 15-07-20 (the actual date) but the **Work Date** is then set to 14-07-20 (it is leaving for the Working Day 14-07-20).

Maintenance

Where-Used Calculation

A checkmark in this field means that the Time will be included in the calculated Time. It will automatically be set to Yes.

FM Check

Foreman Check Yes means that this Time Registration Line will be included in the reports for a Foreman to be checked.

Default for this field is based on the **FM Check** field of the **Shop Floor Reason**.

FM Approved

A checkmark in this field means, that the **Foreman** has approved this Time Registration Line.

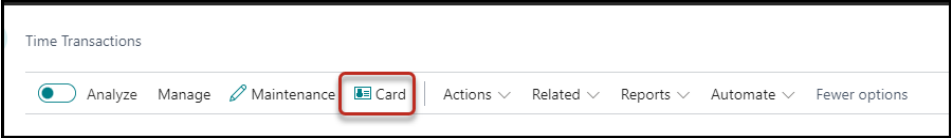
Statistics

A checkmark in this field means that the time of the Time Transaction will be included in the Statistics. Default for this field is based on the **Statistics** field of the **Shop Floor Reason**.

Comment

You can enter a free Comment for this Line.

Card



Since there are only a small number of the table fields that are displayed in the worksheet of the Time Transactions List, there is an opportunity, via click **Card**, to see all fields. They are, however, not editable on this card, which needs to be done via the Worksheet:

A screenshot of the 'Time Transaction' card. The card is titled 'ET · 300' and has a 'Saved' status. It is divided into three main sections: 'General', 'Basic Counters', and 'Counters'.
General
Employee No.: [dropdown]
Employee Group: DAY
Work Date: 2/15/2024
Correction Date: 2/15/2024
Correction Time: 3:00:00 PM
Transaction Type: Left Early
Reason No.: 50
Transaction Text: Time off
Log Time: 3:32:00 PM
Log Date: 2/16/2024
Statistics: [toggle]
FM Check: [toggle]
FM Approved: [toggle]
Corrected By: [dropdown]
Basic Counters
Basis Time: 7.75
Overtime: 0
Flextime: 0
Time off in lieu: -0.5
Holiday Time: 0
Absence Time: 0
Net Time Change: -0.5
Time Change: Basis Time
Time Supplement: None
Time Deduction: Time off in lieu
Counters
Counter 1: 0
Counter 2: 0
Counter 3: 0
Counter 4: 0
Counter 5: 0
Counter 6: 0
Counter 7: 0
Counter 8: 0
Counter 9: 0
Counter 10: 0

The FastTab **General** contains the information that we have already seen on the page of Time Registration.

The FastTab **Basic Counters** contain calculated counters for this specific **Work Date**.

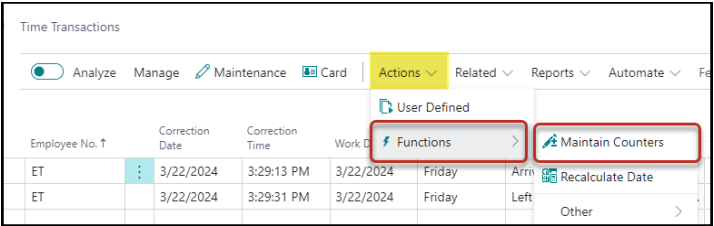
Most of the counters are based on fields of chosen **Shop Floor Reasons**.

The field **Net Time Change** can be positive or negative and is the difference between the normal Working Day hours that are set with the **Start Time** and **End Time** of the Day Profile and the total Time registered on this specific **Work Date** by this **Employee**.

I.e., If an Employee works normally from 7:00 to 15:30, but this day he left at 15:00 he would have a **Net Time Change** of -0.5 hours for **Time Supplement Time off in Lieu** (based on the chosen **Shop Floor Reason**)

The FastTab **Counters** contains the Counters 1 – 10 which will be filled based on the chosen **Shop Floor Reason**.

Actions / Maintain Counters



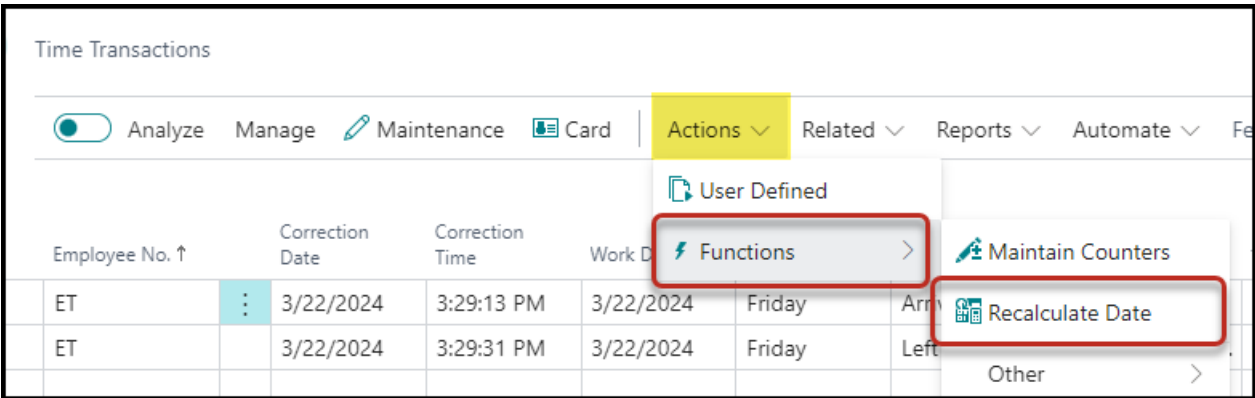
With **Maintain Counters** you can correct the Counters 1 – 20 of the various Times of the specific Working Day you were standing on.

The screenshot shows the 'Maintain Transaction' dialog box. It has a title bar with a close button (X) and a maximize button (↗). The dialog contains a list of fields with corresponding input boxes and values:

Field	Value
Basis Time	7.75
Flextime	0.00
Overtime	0.00
Time off in lieu	-0.50
Absence Time	0.00
Holiday Time	0.00
Counter 1	0.00
Counter 2	0.00
Counter 3	0.00
Counter 4	0.00
Counter 5	0.00
Counter 6	0.00
Counter 7	0.00
Counter 8	0.00
Counter 9	0.00
Counter 10	0.00

At the bottom right of the dialog, there are two buttons: 'OK' and 'Cancel'.

Actions / Recalculate Date



The system will recalculate the various Times and Counters for the Date you are standing on.

Related / Day Profile

Time Transactions

Analyze Manage Maintenance Card Actions Related Reports Automate Fewer options

Time Transaction Day Profile

Employee No. ↑ Correction Date Correction Time Work Date Weekday Transaction Type Tra Other >

This **Day Profile** will show you the details of the applicable Day Profile for the current Working Day of the Transaction Line.

It can be the **General** Day Profile, or the **Employee Group** Day Profile or the **Employee** Day Profile.

Day Profile - Employee Group · Thursday · ET

Manage Copy Actual Supplement Setup Page

General

Weekday Thursday ▾ Hours Total 7.75

Start Working Day 7:00:00 AM Capacity Total 465.00

End Working Day 3:30:00 PM

Breaks >

Shop Floor >

Supplement >

Transfer Counter >

Report / Time Specification

Time Transactions

Analyze Manage Maintenance Card Actions Related Reports Automate Fewer options

Time Specification...

This will print an overview of the Time Specification.

Time Specification

Printer (Handled by the browser)

Report Layout /Layouts/trmTimeSpecification.rdlc

Filter: Shop Floor Employee

No. ET

Foreman No.

+ Filter...

Filter: Time Transaction

Work Date 02/15/24

Where-Used Calculation

Statistics

FM Check

+ Filter...

Filter: Integer

+ Filter...

Send to...

Print

Preview & Close

Cancel

Time Specification									
Time Specification									
CRONUS Shop Floor									
2/16/2024 12:00:00									
Page 1									
ADMIN									
Where-Used	Number:	ET	Name: Elisabeth Taylor		Employee				
Calculation	Work Date	Employee Group	Corr. Date	Time	Transaction Type	Transaction Text	Report	Statistics	Transaction
True	02/15/24	DAY	02/15/24	7:00:00 AM	Arrived		False	False	False
True	02/15/24	DAY	02/15/24	3:00:00 PM	Left Early	Time off	True	False	False
Basis Time	:		7.75	Counter 1	:	0	Counter 6	:	0
Flextime	:		0	Counter 2	:	0	Counter 7	:	0
Holiday Time	:		0	Counter 3	:	0	Counter 8	:	0
Overtime	:		0	Counter 4	:	0	Counter 9	:	0
Time off in lieu	:		-0.5	Counter 5	:	0	Counter 10	:	0
Absent	:		0						
TOTALS									
				The Period:		02/15/24			
Basis Time	:		7.75	Counter 1	:	0	Counter 6	:	0
Flextime	:		0	Counter 2	:	0	Counter 7	:	0
Holiday Time	:		0	Counter 3	:	0	Counter 8	:	0
Overtime	:		0	Counter 4	:	0	Counter 9	:	0
Time off in lieu	:		-0.5	Counter 5	:	0	Counter 10	:	0
Absent	:		0						

Time Registration via Terminal Menu

Time Registration entered by the Employee through the Terminal Menu will get the actual system date (not the Business Central Work Date) as the **Work Date** for the registration and the actual time as the Time for registering. This cannot be changed in the Terminal Menu itself besides by using specific **Shop Floor Reasons**.

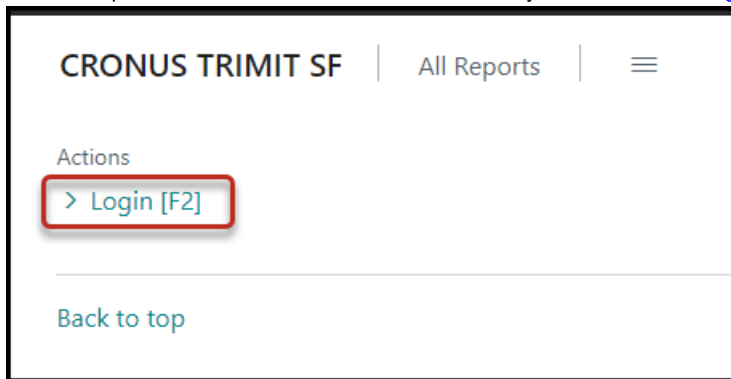
You can change however *Arrival*, *Leave* and *Absent* the way it has been described in [Manual Time Registration](#) and the Start/End Time of a Task in the **Production Journal** before Posting.

Time calculations on the Employee will be conducted online and instantly when registering Time that is spent.

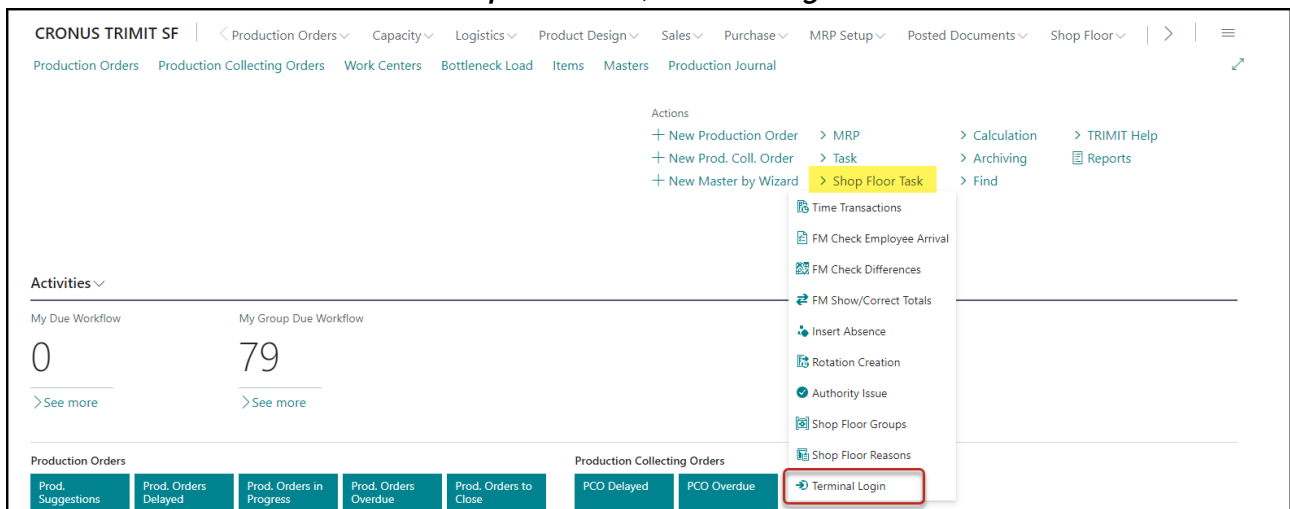
The only exception to this is the handling of *Overtime*, which the system can only calculate after the Employee has registered that he *Left*. This is because you can setup in the Day Profile that a minimum normal hours should be registered before there can be an *Overtime*. The same applies for *Time off in Lieu*. For the same reason it will also be calculated and updated on *Leave*-transaction.

You can open the Login page for the **Terminal Menu** via the specific Role Center **TRIMIT Shop Floor Terminal** by clicking **Login [F2]** or simply by pressing **F2**.

It is also possible to set the Role Center in your [User Settings](#)



You are also able to open the Login page for the **Terminal Menu** via **Search Terminal Login** or in the **TRIMIT Production** Role Center via **Shop Floor Task, Terminal Login**.



The **Terminal Login** page will open, and the Employee needs to enter his Code (and or ID based on the parameter **Employee ID** in the **Shop Floor Setup**) and a Password (if the field **Employee Password** has been filled in the **Shop Floor Employee**).

Terminal Login

Employee

ET

Password

OK

Cancel

For the **Employee**, the **Shop Floor Employee** fields need to be filled, and the **Password** will be checked with the field **Employee Password** of the **Employee**.
See [Employee Card \(6038408\)](#) for the details.

Based on the field of **Terminal Menu** in the **Shop Floor Employee**, the shown Actions in the **Terminal Menu** will be determined based on the **Terminal Menu Lines** and the **Use Shop Floor for** in the Shop Floor Setup or the Employee Group if the Employee.
See [FastTab Terminal Lines](#) for the details.

I.e., the *DEFAULT* if **Use Shop Floor for** is *Time & Task Registration*:

Terminal Menu

Arrive [1]

Leave [2]

Start Task [3]

End Task [4]

Multiple Task [5]

Team Table [6]

Change Work Center [7]

Material Registration [8]

Statistics [59]

Actions

Menu

Choice

Name

Elisabeth Ta

Status

-

Active Tasks

Message [55]

Absent [50]

Correct Group [51]

Correct Time [52]

New Password [53]

Other

I.e., the *DEFAULT* if **Use Shop Floor for** is *Only Task Registration*

Terminal Menu

Start Task [3]

End Task [4]

Multiple Task [5]

Team Table [6]

Change Work Center [7]

Material Registration [8]

Actions

Fewer opt

Menu

Choice

Name

Status

Active Tasks

Message [55]

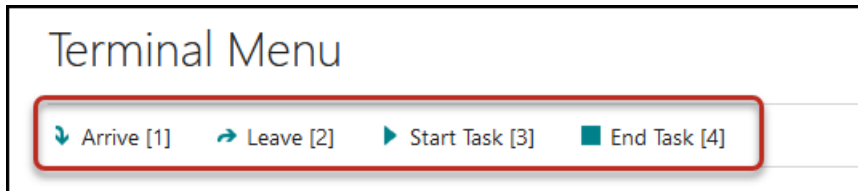
Correct Group [51]

Correct Time [52]

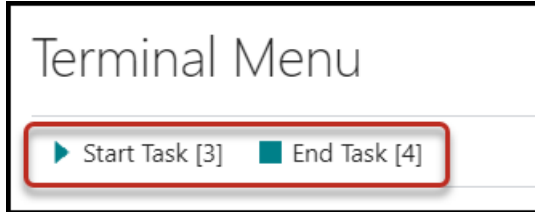
New Password [53]

Other

I.e., the *COMPACT* if **Use Shop Floor for** is *Time & Task Registration*:



I.e., the *COMPACT* if **Use Shop Floor for** is *Only Task Registration*:



There are already several **Quick Numbers** determined by TRIMIT by default that can be used:

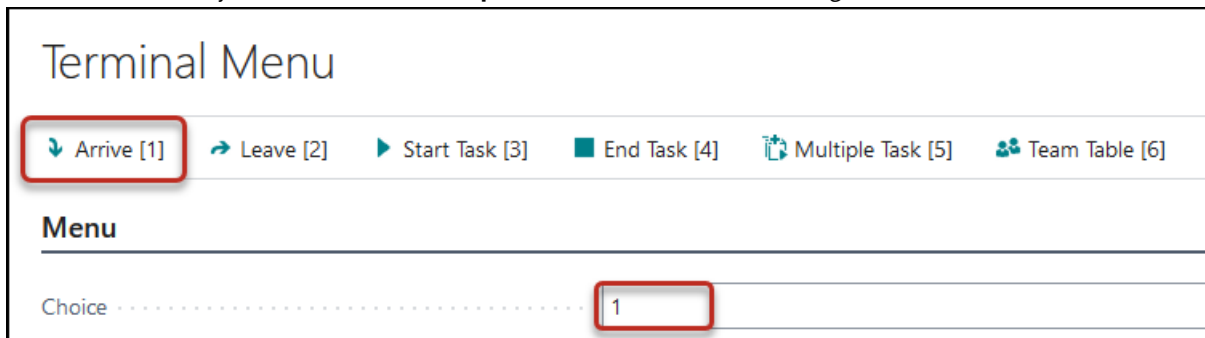
→ Arrive	1
→ Leave	2
→ Start Task	3
→ End Task	4
→ Multiple Tasks	5
→ Team Table	6
→ Change Work Center	7
→ Material Registration	8
→ Absent	50
→ Correct Group	51
→ Correct Time	52
→ New Password	53
→ Message	55
→ Statistics	59

For the actions **Arrive [1]**, **Leave [2]** and **Absent [50]** the same kind of rules apply as described earlier for [Handling of Correction Date/Time](#) but there are some differences; instead of checking the **Correction Date** and **Correction Time**, the system will check the actual System Date and the actual Time of the registration.

Arrive [1]

You can click **Arrive [1]** or simply enter number 1 in the field **Choice**.

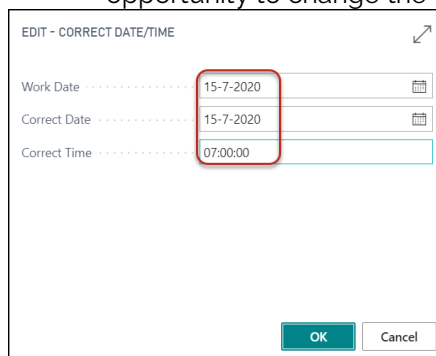
This choice is only available if **Use Shop Floor for** is *Time & Task Registration*.



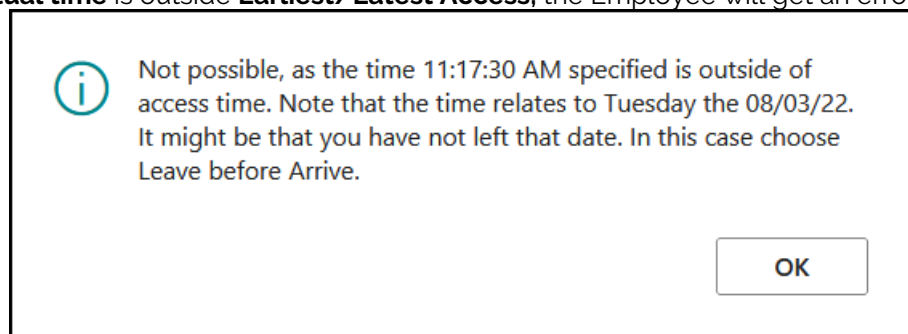
It should be used at the beginning of the Working Day. The system will check if the previous Time Transaction was a *Leave*; otherwise, it is not possible to *Arrive* again. If the Employee already reported that he arrived, he will get a message.

The system also checks if the **actual time** is within **Earliest/Latest Arrive** of the applicable Day Profile.

- ➔ If so, **Work Date** is set to current (system) date and **Transaction Type** is set to *Arrived*.
- ➔ If not, but **the actual time** is within **Earliest/Latest Access** the Employee needs to choose the **Shop Floor Reason** for arriving *Later/Earlier*. After that, the **Work Date** is set to current system date and **Transaction Type** is set to *Arrived Earlier/Arrived Later*.
 - ➔ If i.e., the Employee choose **Shop Floor Reason** *go Forgot to punch in*, you can get the opportunity to change the Work Date and Time:



- ➔ If not and **actual time** is outside **Earliest/Latest Access**, the Employee will get an error



message. I.e.,

- ➔ Based on the field **Return to** of the Terminal Menu Line for 1 *Arrive*, the system will stay in the Terminal Menu or goes back to the Terminal Login.

- ➔ If the arrival has been accepted and the Employee logs in again; he will see that the field **Status** has been updated:

Terminal Menu

Arrive [1] Leave [2] Start Task [3] End Task [4] Multiple Task [5] Team Table [6] Change Work Center [7] Material Registration [8] Statistics [59] ...

Menu

Choice Name Rick Carpenter

Status Arrived - 03/22/24 - 3:15:00 PM

And a **Time Transaction** has been created in the system, i.e.:

Employee No. T	Correction Date	Correction Time	Work Date	Weekday	Transaction Type	Transaction Text	Employee Transaction	Where-Used Calculation	Reason Type	Reason No.	FM Check	Comment
RC	3/22/2024	3:15:00 PM	3/22/2024	Friday	Arrived		☒	☒	Arrived Late	40	☒	

Leave [2]

You can click **Leave [2]** or simply enter the number 2 in the field **Choice**.

This choice is only available if **Use Shop Floor for** is *Time & Task Registration*.

Terminal Menu

Arrive [1] **Leave [2]** Start Task [3] End Task [4] Multiple Task [5] Team Table [6] Change Work Center [7]

Menu

Choice 2

It should be used at the end of the Working Day. The system will check if the Employee has reported an *Arrive* without a *Leave* earlier, otherwise it is not possible to *Leave* again. If the Employee already reported that he left, he will get a message.

System checks if **actual time** is within **Earliest/Latest Leave** of the applicable Day Profile.

- ➔ If so, the **Work Date** is set to **actual date**; **Transaction Type** is set to *Left*.
- ➔ If not, but **actual time** is within **Earliest/Latest Access** the Employee needs to choose the **Shop Floor Reason** for leaving *Later/Earlier*. After that, the **Work Date** is set to current date and **Transaction Type** is set to *Left Earlier/Left Later*.
- ➔ If not and **actual time** is outside **Earliest/Latest Leave** the Employee will get an error message.
- ➔ If the Employee wants to leave but did not already **End** the Task he was working on, the system will ask him to end the Task, and he needs to enter the details for ending the Task; just as if he would have clicked on **End Task [4]**.

The system can in all situations determine a difference between the **Correction Date** and **Work Date** for the Time Transactions.

EDIT - TIME TRANSACTIONS												
Correction Date	Correction Time	Work Date	Weekday	Transaction Type	Transaction Text	Employee Transaction	Where... Used Calcu...	Reason Type	Reason No.	FM Check	Comment	
8-7-2020	12:00:00	7-7-2020	Tuesday	Arrived Late	Time off	☒	☒	Arrived Late	50	☒		
9-7-2020	14:03:11	8-7-2020	Wednesday	Left Late	Forgot to punch out. Correct Date/...	☒	☒	Left Late	10	☒		
10-7-2020	13:26:37	9-7-2020	Thursday	Arrived Late	Time off	☒	☒	Arrived Late	50	☒		
10-7-2020	15:00:00	9-7-2020	Thursday	Left Late	Unpaid Leave	☒	☒	Left Late	10	☒		
15-7-2020	12:00:00	14-7-2020	Tuesday	Arrived Late	Unpaid Leave	☐	☒	Arrived Late	10	☒		
15-7-2020	15:00:00	14-7-2020	Tuesday	Left Late	Unpaid Leave	☐	☒	Left Late	10	☒		

This can happen i.e., if there is a Night Shift that is overlapping Midnight. In that case leaving can be on **Correction Date** 15-07-2020 (the actual date) but the **Work Date** is then set to 14-07-2020 (it is leaving for the Working Day 14-07-2020).

Absent [50]

You can click **Absent [50]** or simply enter number 50 in the field **Choice**.

The Employee will be absent the full day and the hours for absence will be calculated based on the Start/End Time of the specific Working Day (actual date) of the applicable Day Profile.

The Employee needs to specify the **Shop Floor Reason** for his absence.

Start Task [3]

You can click **Start Task [3]** or simply enter the number 3 in the field **Choice**.

Terminal Menu

Arrive [1]
Leave [2]
Start Task [3]
End Task [4]
Multiple Task [5]
Team Table [6]
Change Work Cent

Menu

Choice 3

With the Action **Start Task [3]** the Employee can choose Task No. that he will be working on.

If Field “Embed Tasks List in Terminal” in Terminal Menu is set to “NO”

Edit - Select Task No.

Enter Task No. 5 ...

OK
Cancel

The actual time will become the **Start Time** for Task and can also be seen under the FastTab **Status**:

Terminal Menu

[Arrive \[1\]](#)
[Leave \[2\]](#)
[Start Task \[3\]](#)
[End Task \[4\]](#)
[Multiple Task \[5\]](#)
[Team Table \[6\]](#)
[Change Work Center \[7\]](#)
[Material Registration \[8\]](#)
[Statistics \[59\]](#)
 Actions ▼ Fewer options

Menu

Choice
 Name Rick Carpenter
 Status Arrived - 03/22/24 - 3:15:00 PM

Status

Work Center 3050	Employee Group EVENING	Started Date 3/22/2024
Task Status 5	Working Date 3/22/2024	Started Time 4:29:28 PM

The number of **Task Status** is the number of active Task.

An Employee can work on multiple Tasks – if that is allowed based on the fields of the applicable **Day Profile**. In that case the FastTab **Status** could look like:

Status

Work Center	3010	Employee Group	DAY	Started Date	8/2/2022
Task Status	Multiple Tasks (2)	Working Date	8/2/2022	Started Time	2:52:59 PM

The number behind the *Multiple Tasks* represent the number of active Tasks.
 The details you see are however from the last started Task.

If Field “Embed Tasks List in Terminal” in Terminal Menu is set to “Yes”

The system will automatically start the Task that the cursor is standing on. I.e., Task **No. 3**

Terminal Menu

[Start Task \[3\]](#)
[End Task \[4\]](#)
[Multiple Task \[5\]](#)
[Team Table \[6\]](#)
[Change Work Center \[7\]](#)
[Material Registration \[8\]](#)
 Actions ▼ Fewer options

Menu

Choice
 Name Rick Carpenter
 Status - -

Active Tasks

▼

Ready Previous	No. ↑	Produced Item No.	Employee No.	Planned Order Quantity	Operation No.	Work Center	Planned Operation Quantity	Pre-Calculated Time per Unit	Qua... Regi...	Prod. Order No.	Prod. Order Line No.	Start Date	End Date
(There is nothing to show in this view)													

New Tasks

▼

Ready Previous	No. ↑	Produced Item No.	Employee No.	Planned Order Quantity	Operation No.	Work Center	Planned Operation Quantity	Pre-Calculated Time per Unit	Qua... Regi...	Prod. Order No.	Prod. Order Line No.	Start Date	End Date
→ Ready	3	5000012000		6	300050	3050	6	0.16667	✓	PDW002	60000	1/1/2024	1/1/2024
Ready	4	5010		450	300050	3050	450	0.16667	✓	PO000001	60000	1/1/2024	1/1/2024
Ready	5	M300501200...		450	300050	3050	450	0.01667	✓	PO000002	50000	1/1/2024	1/1/2024
Ready	6	5010		400	300050	3050	400	0.16667	✓	PO000003	60000	1/8/2024	1/8/2024

After which you can see it in **Active Tasks**:

Terminal Menu

▶ Start Task [3]
■ End Task [4]
🔄 Multiple Task [5]
👤 Team Table [6]
🏭 Change Work Center [7]
📄 Material Registration [8]
Actions ▾
Fewer options

Menu

Choice
Name Rick Carpenter
Status - -

Active Tasks

Ready Previous

No. ↑

Produced Item No.

Employee No.

Planned Order Quantity

Operation No.

Work Center

Planned Operation Quantity

Pre-Calculated Time per Unit

Qua... Regi...

Prod. Order No.

Prod. Order Line No.

Start Date

End Date

→ In Process
3
5000012000
6
300050
3050
6
0.16667
☑️
P000002
60000
1/1/2024
1/1/2024

New Tasks

Ready Previous

No. ↑

Produced Item No.

Employee No.

Planned Order Quantity

Operation No.

Work Center

Planned Operation Quantity

Pre-Calculated Time per Unit

Qua... Regi...

Prod. Order No.

Prod. Order Line No.

Start Date

End Date

→ Ready
4
5010
450
300050
3050
450
0.16667
☑️
P0000001
60000
1/1/2024
1/1/2024

Ready
5
M300501200...
450
300050
3050
450
0.01667
☑️
P0000002
50000
1/1/2024
1/1/2024

Ready
6
5010
400
300050
3050
400
0.16667
☑️
P0000003
60000
1/8/2024
1/8/2024

Ready
8
M300501205...
400
300100
3050
400
0.03333
☑️
P0000004
80000
1/8/2024
1/8/2024

End Task [4]

You can click **End Task [4]** or simply enter the number **4** in the field **Choice**.

Terminal Menu

📍 Arrive [1]
➡ Leave [2]
▶ Start Task [3]
■ End Task [4]
🔄 Multiple Task [5]
👤 Team Ta

Menu

Choice

4

With the Action **End Task [4]**, the Employee can register not only that he ended the Task but also the Quantity he has done and if there was Scrap involved.

The Time between the **Start Task** and **End Task** will also be written I the **Production Journal** of **Type Time Consumption** from where it can be posted as Consumptions on the corresponding Operation of a Production Order.

If the Employee is working on multiple Tasks, he needs to choose the Task he wants to end (see [.Examples](#))

If Field “Embed Tasks List in Terminal” in Terminal Menu is set to “NO”

Terminal Menu

Arrive [1] Leave [2] Start Task [3] **End Task [4]** Multiple Task [5] Team Table [6] Change Work Center [7] Material Registration [8] Statistics [59] ...

Menu

Choice 4 Name Elisabeth Taylor
Status Arrived Late - 03/25/24 - 9:28:50 AM

Status

Work Center 3050 Employee Group DAY Started Date 3/25/2024
Task Status 3 Working Date 3/25/2024 Started Time 9:44:14 AM

Clicking **End Task [4]** means ending the **Task Status**.

If Field “Embed Tasks List in Terminal” in Terminal Menu is set to “Yes”

Terminal Menu

Arrive [1] Leave [2] Start Task [3] **End Task [4]** Multiple Task [5] Team Table [6] Change Work Center [7] Material Registration [8] Statistics [59] ...

Menu

Choice 4 Name Elisabeth Taylor
Status Arrived Late - 03/25/24 - 9:28:50 AM

Active Tasks

Ready Previous	No. ↑	Produced Item No.	Item Description	Item Description 2	Employee No.	Planned Order Quantity	Operation No.	Operation Descripti...	Work Center	Planned Operati... Quantity	Pre-Calculated Time per Unit	Qua... Regi...
→ In Process	3	5000012000	Chair Castor	Classic,Oak,Natural		6	300050	Mount	3050	6	0.16667	☑

Clicking **End Task [4]** means ending the **Active Task** you are standing on.

Finish Task - ET · 3

Task No. 3

Prod. Order No. PIW002

Prod. Line No. 60000

Operation No. 300050

Work Center 3050

Planned Order Quantity 6

Planned Operation Quantity 6

Work Center 3050

Finished Operation Quantity 5

Operation Time (Hours) 1.10

Machine Time (Hours) 1.10

Task Finished ☒

Register Scrapping ☒

OK Cancel

Finish Task - ET · 3

Task No. 3

Prod. Order No. PIW002

Prod. Line No. 60000

Operation No. 300050

Work Center 3050

Planned Order Quantity 6

Planned Operation Quantity 6

Work Center 3050

Outstanding Quantity 6

Finished Operation Quantity 5

Operation Time (Hours) 1.10

Machine Time (Hours) 1.10

Set Production Order to Finished ☐

Register Scrapping ☒

OK Cancel

This **Finish Task** page will not be shown if:

- **Quantity Registration** in the Operation of the Task is No.
- **Finish Task** in the Operation of the Task is No.
- **Allow Adjustm. of Operation & Machine Time** in the Operation of the Task is No.

The fields you see and for which you can enter a value will depend on several settings:

1. **Work Center** if **Extended Task Dialog** in the Terminal Header is Yes:

- You can change the Work Center you worked on.
- 2. **Finished Operation Quantity** if **Quantity Registration** in the Operation of the Task is Yes:
 - a. You can enter the Quantity of executed Operations that were correct.
- 3. **Operation Time** (Hours or Minutes) if **Allow Adjustm. of Operation & Machine Time** in the Operation of the Task is *Operation Time* or *Operation and Machine Time*:
 - a. You can enter the Operation Time if it is different from the difference between **Start Task** and **End Task**. If you have to enter it in *Hours* or *Minutes* depends on the **Time Unit for End Task** in the Shop Floor Setup.
- 4. **Machine Time** (Hours or Minutes) if **Allow Adjustm. of Operation & Machine Time** in the Operation of the Task is *Machine Time* or *Operation and Machine Time*.
 - a. You can enter the Machine Time if it is different from the difference between **Start Task** and **End Task**. If you have to enter it in *Hours* or *Minutes* depends on the **Time Unit for End Task** in the Shop Floor Setup.
- 5. **Task Finished** if **Finish Task** in the Operation of the Task is Yes and **Finish Production Order** in Task is No.
 - a. Setting it to Yes, means that it will not show up again in the list of **New Tasks** (if **Embed Tasks List in Terminal** in the Terminal Menu is set to Yes) even though the **Outstanding Quantity** of the Production Order Line might not be zero.
- 6. **Outstanding Quantity** if **Finish Production Order** in the Task is Yes.
- 7. **Set Production Order to Finished** if **Finish Production Order by Task** in the Production Setup or Location of the Production Order is set to Yes, but only if the **Quantity Registration** of the Operation of the Task is Yes.
 - a. If set to Yes, a Production Journal Line will also be created for Finishing the Production Order, and not only Lines for Consumptions of Time.

If a checkmark is entered for **Register Scrapping** a new page will open after clicking **OK**:

The image shows two screenshots of a 'Scrapping' dialog box. The first screenshot shows the 'Quantity' field with the value '1.00' and the 'Reason' field with the value '02'. The second screenshot shows the 'Quantity' field with the value '0.00' and the 'Reason' field empty. Both screenshots have red boxes highlighting the 'Quantity' and 'Reason' fields and the 'OK' button.

And the **Quantity** for Scrap can be entered and the **Reason**.

After clicking **OK**, the above page will be shown again, and you need to confirm the **Quantity 0 (Zero)** by clicking **OK** again.

It could be that some parts became Scrap for **Reason A** and other parts became scrap for **Reason B**, etc.

The actual Work Time will be calculated based on the Time Registration of the **Start Task** and the **End Task**, and a Line will be created in the **Production Journal** or **Data Journal** (based on the parameter **Journal for Task Registration** in the Shop Floor Setup)

Via **Search Production Journal (or Data Journal Lines)** you can see the result in the **Journal Batch Name** of the day you registered the **End Task**.

Production Journal

2024-03-26

Post More options

General

Journal Batch Name 2024-03-26 Time Registration Yes

Clear by Posting Material Consumption No

Type Time Registration Finishing No

Release No

Time Registration Lines Manage Line Distribute Time

New Line Delete Line

Posting Date	Task No.	Production Order No.	Operation No.	Description	Employee No.	Employee Name	Employee Group	Operation Quantity	Start Date	Start Time	End Time	Operation Time (Hours)	Scrapped Quantity
→ 3/26/2024	3	PIW002	300050	Mount	ET	Elisabeth Taylor	DAY	5	3/26/2024	9:14:13 AM	9:29:01 AM	1.10	0
3/26/2024	3	PIW002	300050	Mount	ET	Elisabeth Taylor	DAY	1				0.00	1

Before posting the **Production Journal** you can also see the results of the **Operation Quantity** and the **Scrap Quantity** in the **Production Order No.** of the Task via **Line, Show Production Order**.

Time Registration Lines Manage Line Distribute Time Fewer options

Dimensions Show Production Order

Production Order

PIW002 · 5000012000 · Chair Castor

Finish Job Card... Release Prod. Order Archive Order Check Availability Item Tracking Lines Inventory Profile Actions Related Reports Automate Fewer options

General Order 5000012000 Released

Lines Manage Line VarDim Related Order No. Functions

New Line Delete Line

Type	Material Consumption on Demand	No.	Description	Description 2	Part Item No.	Quantity per	Unit of Measure Code	Unit Cost Total	Calculated Consumption Qty.	Quantity to Consume	Production Journal Lines Scrapped Quantity	Production Journal Lines Operation Quantity	Quantity Consumed	Production Entries Scrapped Quantity	Production Entries Operation Quantity
→ Item	☐	M300501200...	Chair Seat	Classic.Oak.Wood.Natural		1	PCS	0.00	6	6	0	0	0	0	0
Item	☐	M30100120F	Chair Legs	Classic.Oak.Front	FRONT	2	PCS	1.70	12	12	0	0	0	0	0
Item	☐	M30100120B	Chair Legs	Classic.Oak.Back	BACK	2	PCS	3.40	12	12	0	0	0	0	0
Item	☐	M30200120	Chair Top Piece	Classic.Oak		1	PCS	1.12	6	6	0	0	0	0	0
Item	☐	M30300120	Chair Bar	Classic.Oak		3	PCS	2.46	18	18	0	0	0	0	0
Operation	☐	300050	Mount			10	MIN	4.30	60	60	1	6	0	0	0

The **Production Journal Lines Operation Quantity** is the **Operation Quantity + Scrapping Quantity** of the Task.

But you need to click **Post** in the **Production Journal** before this **Operation Quantity**, **Production Time (Hours)** and **Scrapped Quantity** will be posted to the General Ledger, and you can see the results in **Production Order No.** of the specific Tasks.

After Posting the **Production Journal**, the **Production Order No.** will look like:

Production Order

PIW002 · 5000012000 · Chair Castor

Finish Job Card... Release Prod. Order Archive Order Check Availability Item Tracking Lines Inventory Profile Actions Related Reports Automate Fewer options

General >

Order 5000012000 Released

Lines Manage Line VarDim Related Order No. Functions

New Line Delete Line

Type	Material Consumption on Demand	No.	Description	Description 2	Part Item No.	Quantity per	Unit of Measure Code	Unit Cost Total	Calculated Consumption Qty.	Quantity to Consume	Production Journal Lines Scrapped Quantity	Production Journal Lines Operation Quantity	Quantity Consumed	Production Entries Scrapped Quantity	Production Entries Operation Quantity
→ Item	☐	M300501200...	Chair Seat	Classic.Oak.Wood.Natural		1	PCS	0.00	6	6	0	0	0	0	0
Item	☐	M30100120F	Chair Legs	Classic.Oak.Front	FRONT	2	PCS	1.70	12	12	0	0	0	0	0
Item	☐	M30100120B	Chair Legs	Classic.Oak.Back	BACK	2	PCS	3.40	12	12	0	0	0	0	0
Item	☐	M30200120	Chair Top Piece	Classic.Oak		1	PCS	1.12	6	6	0	0	0	0	0
Item	☐	M30300120	Chair Bar	Classic.Oak		3	PCS	2.46	18	18	0	0	0	0	0
Operation	☐	300050	Mount			10	MIN	4.30	60	0	0	0	66	1	6

Keep in mind that the **Production Time (Hours)** of the **Production Journal** is in hours, but the **Quantity Consumed** in the **Production Order Line** is in minutes!!

And via click **Related, Production Entries** you can see the consequences:

Production Entries

Search Analyze Find Entries More options

Posting Date	Consumption No.	Document No.	Consumption Type	Registration Type	Quantity	Operation Quantity	Scrapped Quantity	Scrap Reason Code	Total Cost Partly Reported Finished	Total Cost Material	Total Cost Time	Total Cost Machine
3/26/2024	300050	PIW002	Operation	Time Consumption	0	1	1	02	0.00	0.00	0.00	0.00
3/26/2024	300050	PIW002	Operation	Time Consumption	1.1	5	0		0.00	0.00	21.78	6.60

Find entries

Search for documents

Document No. PIW002 External Document No.

Posting Date 03/26/24

Analyze Show Related Entries Find Print...

Related Entries	No. of Entries
→ G/L Entry	2
Value Entry	1
Production Header	1
Production Entry	2
Operation Entry	1

9992140 WIP Account +

General Ledger Entries Search Analyze Edit List Home New Review Entries More options

Find entries... Reverse Transaction... Correct Dimensions Entry

Posting Date	Document Type	Document No.	G/L Account No.	G/L Account Name	Reason Code	Description	Brand Code	Season Code	Gen. Post. Type	Gen. Bus. Posting Group	Gen. Prod. Posting Group	Amount	Bal. Account Type
→ 3/26/2024		PIW002	9992140	WIP Account +		Direct Cost 5000012000 on 03/26/24	FURNITURE					28.38	G/L Account
3/26/2024		PIW002	7170	Inventory Adjmt., Retail		Direct Cost 5000012000 on 03/26/24	FURNITURE					-28.38	G/L Account

Multiple Task [5]

If an Employee has started multiple Tasks, he can easily register he *Ended* the Tasks via click **Multiple Task [5]** or simply enter the number **5** in the field **Choice**.

Terminal Menu

Arrive [1]Leave [2]Start Task [3]End Task [4]Multiple Task [5]Team Table [6]

Menu

Choice5

Multiple Task - ET · 6

Task No.	Finished Operation Quantity	Task Finished	Scrapped Operation Qty.	Reason No.	Prod. Order No.	Finished Status	Set Production Order to Finished
4	200	☐	4	01	PO000001	☐	☐
5	100	☐	0		PO000002	☐	☐
→ 6	25	☐	1	02	PO000003	☐	☐

Close

In that case, he can enter the **Finished Operation Quantity**, **Task Finished**, **Scrapped Operation Qty.**, and **Reason No.** (if applicable because of Scrap) and **Finished Status** (empty or Finished) per Task and by clicking **Close**; all Tasks will now be registered as *Ended* which then can be seen in the **Production Journal** or the **Data Journal**.

Production Journal

2024-03-26

PostMore options

General

Journal Batch Name2024-03-26

Clear by Posting

TypeTime Registration

ReleaseNo

Time RegistrationYes

Material ConsumptionNo

FinishingNo

Time Registration Lines

ManageLineDistribute Time

New LineDelete Line

Posting Date	Task No.	Production Order No.	Operation No.	Description	Employ... No.	Employee Name	Employee Group	Operation Quantity	Start Date	Start Time	End Time	Operation Time (Hours)	Scrapped Quantity
3/26/2024	4	PO000001	300050	Mount	ET	Elisabeth Taylor	DAY	204	3/26/2024	4:18:43 PM	4:20:20 PM	0.02703	4
3/26/2024	5	PO000002	300050	Mount	ET	Elisabeth Taylor	DAY	100	3/26/2024	4:19:02 PM	4:20:20 PM	0.02182	0
3/26/2024	6	PO000003	300050	Mount	ET	Elisabeth Taylor	DAY	26	3/26/2024	4:19:08 PM	4:20:20 PM	0.02013	1

Team Table [6]

You can click **Team Table [6]** or simply enter number 6 in the field **Choice**.

Terminal Menu

Arrive [1]

Leave [2]

Start Task [3]

End Task [4]

Multiple Task [5]

Team Table [6]

Change Work Center [7]

Menu

Choice

6

Name

Via **Team Table [6]** you can maintain the other Employees that are working on the same Tasks as you are.

This also means, that if the Employee starts a Task, the same Task will also be started for the other Team Members.

See [Teams](#) for more details.

Change Work Center [7]

You can click **Change Work Center [7]** or simply enter the number 7 in the field **Choice**.

Terminal Menu

Arrive [1]

Leave [2]

Start Task [3]

End Task [4]

Multiple Task [5]

Team Table [6]

Change Work Center [7]

Statistics [59]

Menu

Choice

7

Name

If the Employee has started a Task – an Operation from a specific Production Order – the Task (Operation or Setup) is assigned to a specific **Work Center** – based on the Production Order Line. With the Action **Change Work Center [7]**, the Employee can change the **Attached to Work Center** in the Employee Card.

Change Work Center

Enter a work center no.

3050

...

OK

Cancel

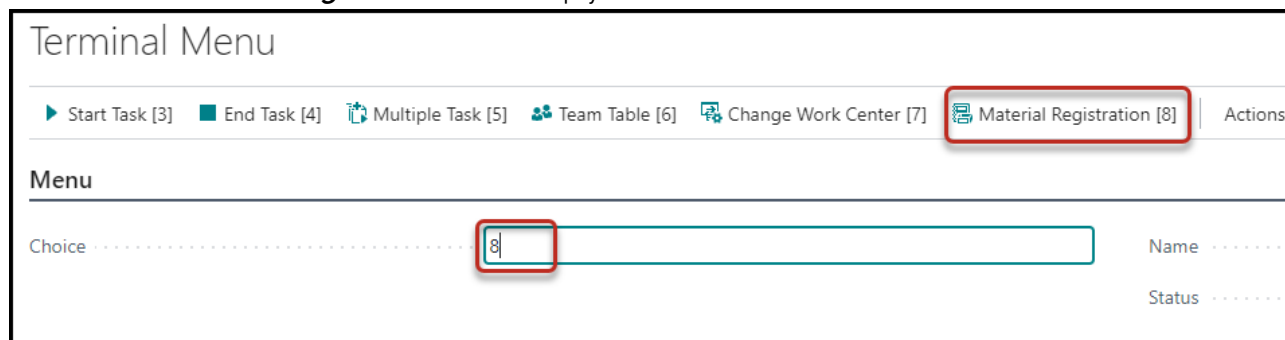
You can see the result in the FastTab **Status** where the **Work Center** will be changed.

Status			
Work Center	3050	Employee Group	EVENING
Task Status	5	Working Date	8/2/2022
		Started Date	8/2/2022
		Started Time	4:29:24 PM

Material Registration [8]

The Employee is also able to enter the Material Consumptions for the *Item* Lines of a Production Order above the *Setup/Operation* Line of the Active Task: Consumption for the used Materials to execute the Active Task.

You can click **Material Registration [8]** or simply enter the number 8 in the field **Choice**.



Terminal Menu

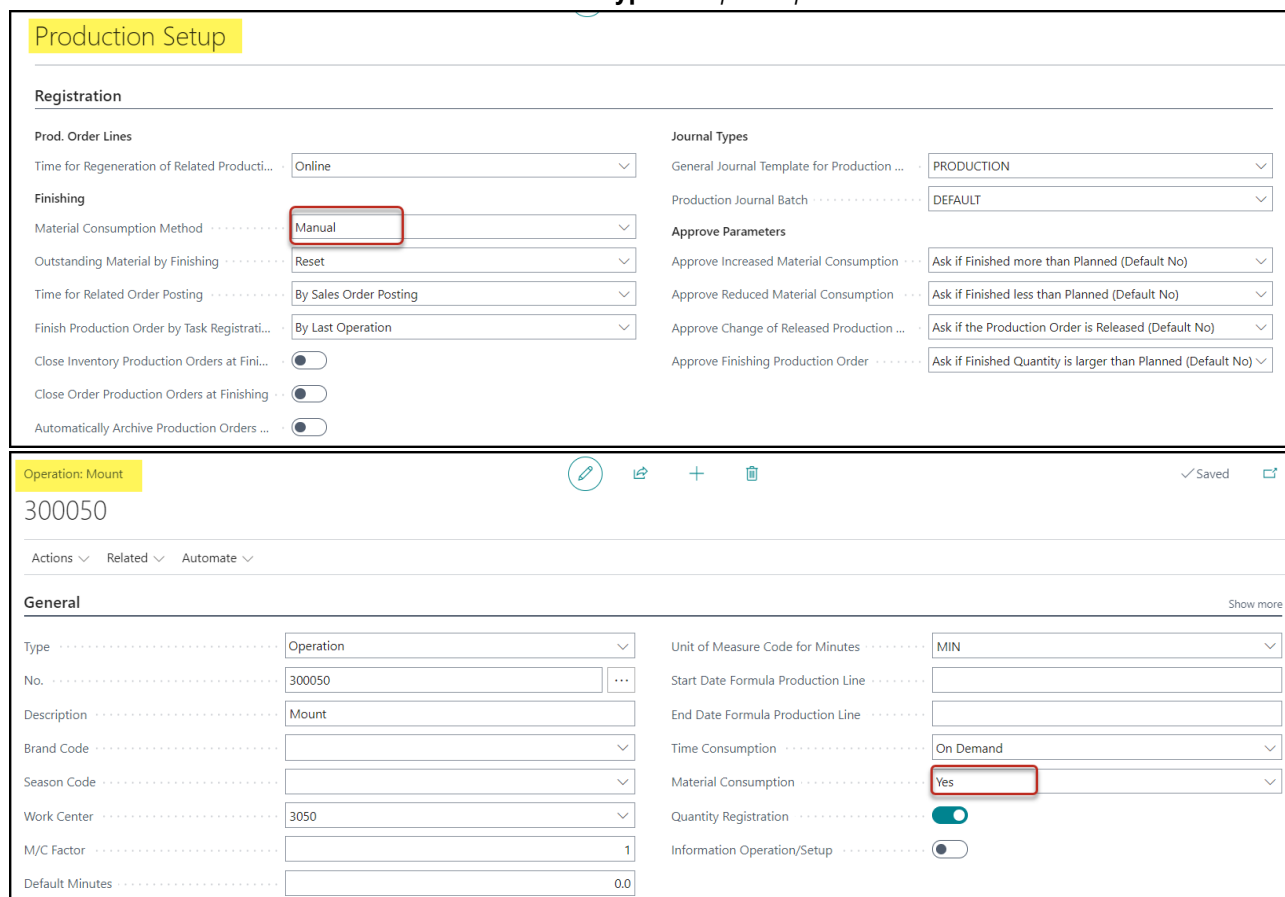
Start Task [3] End Task [4] Multiple Task [5] Team Table [6] Change Work Center [7] **Material Registration [8]** Actions

Menu

Choice 8 Name Status

This is however only possible if:

- ➔ There is an **Active Task** (Setup or Operation) that the Employee has started.
- ➔ The Parameter **Material Consumption Method** in the Production Setup is set to *Manual*.
- ➔ The Field **Material Consumption** in the Operation of the Active Task is set to *Yes*.
- ➔ The Field **Material Consumption on Demand** in the Production Order Lines of **Type Item**, which are before the Production Order Line of **Type Setup** or **Operation** of the Active Task is set to *Yes*.



Production Setup

Registration

Prod. Order Lines

Time for Regeneration of Related Product... Online

Finishing

Material Consumption Method Manual

Outstanding Material by Finishing Reset

Time for Related Order Posting By Sales Order Posting

Finish Production Order by Task Registrati... By Last Operation

Close Inventory Production Orders at Fini... ☐

Close Order Production Orders at Finishing ☐

Automatically Archive Production Orders ... ☐

Journal Types

General Journal Template for Production ... PRODUCTION

Production Journal Batch DEFAULT

Approve Parameters

Approve Increased Material Consumption Ask if Finished more than Planned (Default No)

Approve Reduced Material Consumption Ask if Finished less than Planned (Default No)

Approve Change of Released Production ... Ask if the Production Order is Released (Default No)

Approve Finishing Production Order Ask if Finished Quantity is larger than Planned (Default No)

Operation: Mount

300050

Actions Related Automate

General

Type Operation

No. 300050

Description Mount

Brand Code

Season Code

Work Center 3050

M/C Factor 1

Default Minutes 0.0

Unit of Measure Code for Minutes MIN

Start Date Formula Production Line

End Date Formula Production Line

Time Consumption On Demand

Material Consumption Yes

Quantity Registration ☒

Information Operation/Setup ☐

Production Order

PO000001 · 5010 · Chair Pollux

Finish Job Card... Release Prod. Order Archive Order Check Availability Item Tracking Lines Inventory Profile Actions Related Reports Automate Fewer options

General > Order 5010 Released

Lines Manage Line VarDim Related Order No. Functions

New Line Delete Line

This field is set based on the corresponding field in the Item Card, but you can change it manually in the Production Lines itself.

Type	No.	Description	Description 2	Part Item No.	Quantity per	Unit of Measure Code	Material Consumption on Demand	Unit Cost Total	Calculated Consumption Qty.	Quantity to Consume	Production Journal Lines Scrapped Quantity	Production Journal Lines Operation Quantity	Quantity Consume
Item	M300501200...	Chair Seat	Classic,Oak,...		1	PCS	☒	0.00	450	0	0	0	
Item	M30100120F	Chair Legs	Classic,Oak,...	FRONT	2	PCS	☒	1.70	900	0	0	0	
Item	M30100120B	Chair Legs	Classic,Oak,...	BACK	2	PCS	☒	3.40	900	0	0	0	
Item	M30200120	Chair Top Piece	Classic,Oak		1	PCS	☒	1.12	450	0	0	0	
Item	M30300120	Chair Bar	Classic,Oak		3	PCS	☒	2.46	1,350	0	0	0	
Operation	300050	Mount			10	MIN	☐	4.30	4,500	4,500	4	204	

Now you can enter the Consumption of the Materials:

Register Material Consumption - 4 · 1

Type	No.	Description	Description 2	Material Consumed (Quantity)	Outstanding Quantity (Base)	Qty. to Consume
Item	M300501200...	Chair Seat	Classic,Oak,Wood,Natural	0	450	451
Item	M30100120B	Chair Legs	Classic,Oak,Back	0	900	905
Item	M30100120F	Chair Legs	Classic,Oak,Front	0	900	900
Item	M30200120	Chair Top Piece	Classic,Oak	0	450	450
Item	M30300120	Chair Bar	Classic,Oak	0	1,350	1,355

OK Cancel

The **Qty. to Consume** will then be filled in the **Production Journal Lines** of **Type Material Consumption**, from where they can be posted.

Production Journal

2024-04-02

Post More options

General

Journal Batch Name 2024-04-02 Time Registration No

Clear by Posting Clear by Posting Material Consumption Yes

Type Material Consumption Finishing No

Release No

Material Consumption Lines Manage Line

New Line Delete Line

Posting Date	Production Order No.	Production Line No.	Item No.	Description	Description 2	Location Code	Quantity	Unit of Measure Code	Production Series
4/2/2024	PO0000001	10000	M30050120000Q	Chair Seat	Classic,Oak,Wood,Natural	BLUE	451	PCS	
4/2/2024	PO0000001	30000	M30100120B	Chair Legs	Classic,Oak,Back	BLUE	905	PCS	
4/2/2024	PO0000001	20000	M30100120F	Chair Legs	Classic,Oak,Front	BLUE	900	PCS	
4/2/2024	PO0000001	40000	M30200120	Chair Top Piece	Classic,Oak	BLUE	450	PCS	
4/2/2024	PO0000001	50000	M30300120	Chair Bar	Classic,Oak	BLUE	1,355	PCS	

Correct Group [51]

You can click **Correct Group [51]** or simply enter number 51 in the field **Choice**.

The screenshot shows the 'Terminal Menu' interface. At the top, there is a navigation bar with icons for 'Start Task [3]', 'End Task [4]', 'Multiple Task [5]', 'Team Table [6]', 'Change Work Center [7]', 'Material Registration [8]', and an 'Actions' dropdown menu. Below the navigation bar, there is a 'Menu' section with a 'Choice' field containing the number '51'. To the right of the 'Choice' field, there is a dropdown menu with the following options: 'Message [55]', 'Correct Group [51]', 'Correct Time [52]', 'New Password [53]', and 'Other'. The 'Correct Group [51]' option is highlighted with a red box. Below the 'Menu' section, there is an 'Active Tasks' section.

The Employee can change the **Employee Group**, based on the **Selection Group** on the **Shop Floor Employee**.

The screenshot shows the 'Employee Groups' table. The table has two columns: 'Code' and 'Description'. The 'Code' column has a dropdown arrow next to it. The 'Description' column has a dropdown arrow next to it. The table contains the following rows:

Code	Description
DAY	07:00 - 15:30
→ EVENING	15:15 - 23:45
NIGHT	23:30 - 07:10
W:OVERTIME	Work on the Weekend - Overtime
W:TIME OFF	Work on the Weekend - Time Off

You can see the result in the FastTab **Status** where the **Employee Group** will be changed.

The screenshot shows the 'Status' FastTab. It contains the following information:

Status	
Work Center	3050
Task Status	5
Employee Group	EVENING
Working Date	8/2/2022
Started Date	8/2/2022
Started Time	4:31:45 PM

This also means, that the normal working hours – and therefore the determination of *Early/Late Leave* can change, based on the **Day Profile** of the changed **Employee Group**.

Correct Time [52]

You can click **Correct Time [52]** or simply enter number 52 in the field **Choice**.

The screenshot shows the 'Terminal Menu' interface. At the top, there is a navigation bar with icons for 'Start Task [3]', 'End Task [4]', 'Multiple Task [5]', 'Team Table [6]', 'Change Work Center [7]', 'Material Registration [8]', and an 'Actions' dropdown menu. Below the navigation bar, there is a 'Menu' section with a 'Choice' field containing the number '52'. To the right of the 'Choice' field, there is a dropdown menu with the following options: 'Message [55]', 'Correct Group [51]', 'Correct Time [52]', 'New Password [53]', and 'Other'. The 'Correct Time [52]' option is highlighted with a red box. Below the 'Menu' section, there is an 'Active Tasks' section.

With this Action the Employee can change the 'actual' Date and Time:

Correct Date/Time

Work Date

4/2/2024

Correct Date

4/2/2024

Correct Time

11:32:28 AM

OK

Cancel

You can see the result in the FastTab **Status**, where **Started Time** of i.e., a Task will be changed.

Status					
Work Center	3050	Employee Group	EVENING	Started Date	8/2/2022
Task Status	5	Working Date	8/2/2022	Started Time	4:00:00 PM

New Password [53]

You can click **New Password [53]** or simply enter the number 53 in the field **Choice**.

Terminal Menu

Start Task [3]

End Task [4]

Multiple Task [5]

Team Table [6]

Change Work Center [7]

Material Registration [8]

Actions

Menu

Choice

53

Name

Status

Message [55]

Correct Group [51]

Correct Time [52]

New Password [53]

Other

Active Tasks

Not an action that you should take lightly in a Terminal Menu Line!
With this action the Employee can change his Passwords:

Password - AED

Employee Password

Terminal Password

OK

Cancel

Message [55]

You can click **Message [55]** or simply enter number **55** in the field **Choice**.

Terminal Menu

Start Task [3] End Task [4] Multiple Task [5] Team Table [6] Change Work Center [7] Material Registration [8] Actions

Menu

Choice: 55

Active Tasks

Message [55]
Correct Group [51]
Correct Time [52]
New Password [53]
Other

With this Action the Employee can select one of the predefined Messages in the **Shop Floor Group** with **Type = Message**.

Group Selection

Code ↑	Description
→ 01	Come and see me
02	Discuss design

The selected message will become a **Time Transaction** for the Employee. I.e.:

Time Transactions

Analyze Manage Maintenance Card Actions Related Reports Automate Fewer options

Empl...	Correction	Correction	Work Date	Weekday	Transaction	Transaction Text	Employee	Where-	Reason Type	Reason No.	FM	Cc
No. ↑	Date	Time			Type		Transaction	Used			Check	
ET	3/25/2024	9:28:50 AM	3/25/2024	Monday	Arrived Late	Time off	☒	☒	Arrived Late	50	☒	
ET	3/25/2024	3:30:00 PM	3/25/2024	Monday	Left	Forgot to punch ou...	☒	☒	Left Late	90	☒	
ET	4/2/2024	11:43:19 AM	4/2/2024	Tuesday	Message	Come and see me	☒	☐	0	0	☐	
RC	3/22/2024	3:15:00 PM	3/22/2024	Friday	Arrived		☒	☒	Arrived Late	40	☒	

Statistics [59]

This option is only available if the **Use Shop Floor for** in the Shop Floor Setup or Employee Group of the Employee is set to *Time & Task Registration*.

Shop Floor Setup

Related Automate

General

Use Shop Floor for: Time & Task Registration

Employee ID: No.

Sign for fast Arrive: +

You can click **Statistics [59]** or simply enter number 59 in the field **Choice**.

Terminal Menu

Arrive [1]

Leave [2]

Start Task [3]

End Task [4]

Multiple Task [5]

Team Table [6]

Change Work Center [7]

Material Registration [8]

Statistics [59]

Menu

Choice

59

Name

Elisabeth Taylor

Status

-

This Action will show an overview of hours registered by the Employee where the **Actual Period** is determined by the parameters **Period Start Date** and **Period End Date** in the **Shop Floor Setup**:

View - Employee Statistics - ET - Elisabeth - Taylor

Manage

Page

General

Employee

Elisabeth Taylor

Actual Period

01/20/20,02/02/20

Statistics

	Before	Actual Period	After	Total	
Basis Time		0	0	0	0
Flertime		0	0	0	0
Overtime		0	0	0	0
Holiday Time		0	0	0	0
Time off in lieu		0	0	0	0
Time of Absence		0	0	8,34774	8,34774
Counter 1		0	0	0	0
Counter 2		0	0	0	0
Counter 3		0	0	0	0
Counter 4		0	0	0	0
Counter 5		0	0	0	0
Counter 6		0	0	0	0
Counter 7		0	0	0	0
Counter 8		0	0	0	0

Close

FM Check Employee Arrive

In this page via **Search** *FM Check Employee Arrive* or when using the **TRIMIT Production** Role Center, via **Shop Floor Task, FM Check Employee Arrival**, the Foreman can check if the Employees have arrived already.

CRONUS Shop Floor | < Production Orders Capacity Logistics Product Design Sales Purchase MRP Setup Posted Documents Shv

Production Orders Production Collecting Orders Work Centers Bottleneck Load Items Masters

Headline

This is Business Central running with the TRIMIT Apps.

Activities

Actions

- + New Production Order > MRP > Calculation > TRIMIT Help
- + New Prod. Coll. Order > Task > Archiving > Reports
- + New Master by Wizard > Shop Floor Task > Find

Time Transactions

- FM Check Employee Arrival
- FM Check Differences
- FM Show/Correct Totals

FM Check Employee Arrival

✓ Saved

Search Edit List

Filters

Check Date 8/2/2022

Check Time 4:44:49 PM

Show Arrived

Limit Foreman No.

No. ↑	First Name	Last Name	Brand Code	Active Task
→ EI	Elisabeth	Taylor	-	1

Description of the Fields:

Check Date

Will be compared with the field **Work Date** (Working Day) of a Time Transaction on which an Employee has *Arrived*.

Check Time

Will be compared with the **Time** of a Time Transaction on which the Employee has *Arrived*.

Show

You can choose between the following four options:

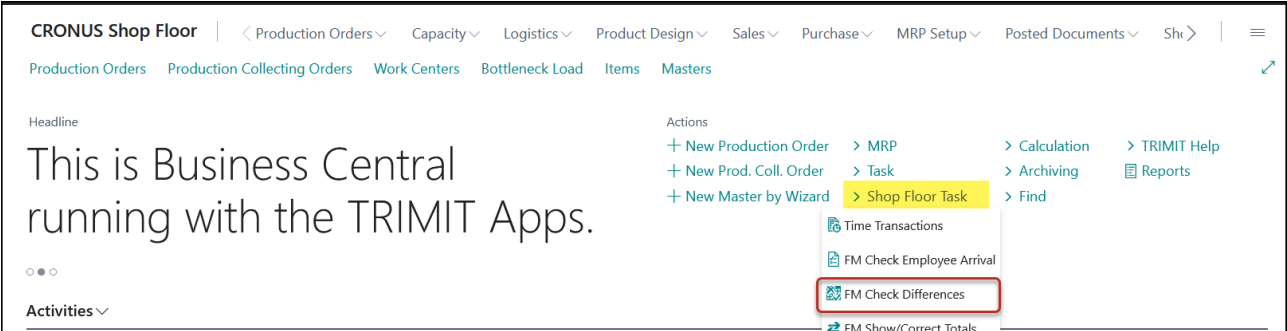
Empty	You should choose one of the other three options
Arrived	This will show the arrived Employees related to the Limit Foreman No. on the Check Date/Check Time
Should have Arrived	This will show the Employees related to the Limit Foreman No. that have not arrived yet on the Check Date/Check Time
All	This will show all Employees related to the Limit Foreman No. , <i>Arrived or not</i> .

Limit Foreman No.

This will only show the Employees that have this specific **Foreman No.** entered in the **Shop Floor Employee Card**.

FM Check Differences

In this page via **Search FM Check Difference** or when using the **TRIMIT Production** Role Center, via **Shop Floor Task, FM Check Differences**, the Foreman can check any irregularities regarding *Arrive* and *Leave*.



I.e., Employee has forgotten to register a specific Day because he had a Day Off, or he has arrived later or left earlier according to the applicable Day Profile, or he registered *Overtime*.

Edit - FM Check

Limit Foreman No.

JS

Foreman Name

Jane Schuhmacher

Limit Employee No.

ET

Employee Name

Elisabeth Taylor

Start Date

1/20/2020

End Date

2/2/2020

OK

Cancel

Start Date and **End Date** will default be filled by the **Period Start Date** and **Period End Date** of the **Shop Floor Setup** but can be changed.

Based on the entered Filters a Worksheet is created with Lines based on the *Arrivals/Leaves* of the Employee that have not been approved yet by the Foreman.
You can change these entries in the Worksheet via the Actions.

The outcome could look like this:

Edit - Differences Arrived/Departed													
Search Edit List Delete Approve Empl./Date Skip until later Set Where-Used = No Retype Transaction Recalculate Date Time Specification... More options													
Working Date	No. and Name	Employee Group	Weekday	Correction Date	Correction Time	Transaction Type	Transaction Text	Comment	Wh... Used Calc...	Rep...	Stat...	Em... Tran...	TT Entry No.
8/1/2022	ET Elisabeth Taylor	DAY	Monday	8/1/2022			** MISSING **		☐	☐	☐	☐	0
8/2/2022	ET Elisabeth Taylor	EVENING	Tuesday	8/2/2022	4:05:51 PM	Arrived Late	Sickness		☒	☒	☐	☒	100
8/2/2022	ET Elisabeth Taylor	EVENING	Tuesday	8/2/2022			Leave not specified		☐	☐	☐	☐	0
												TT Entry No. (Empl)	Need Rec...

Actions

The screenshot shows the top of a software window titled "Differences Arrived/Departed". It features a toolbar with several icons and buttons. A red box highlights a group of buttons: "Approve Empl./Date", "Skip until later", "Set Where-Used = No", "Retype Transaction", and "Recalculate Date". A blue box highlights the "Actions" dropdown menu, which is open, showing options like "Change Employee Group" and "Other". Below the toolbar is a table with columns: Working Date, No. and Name, Employee Group, Weekday, Correction Date, Correction Time, Transaction Type, Transaction Text, and Transaction Amount. The first row shows data for 1/20/2020, ET Elisabeth Taylor, DAY, Monday, 1/20/2020, and Transaction Type ** MISSING **.

Approve Empl./Date

This will *Approve* all the Lines for the **Work Date** that you are standing on.

The approved Transactions will then be removed from the Worksheet and will not appear again in another run of this Worksheet.

Skip until Later

The current Transaction will be removed from the Worksheet. But in the next run for this Worksheet, they will appear again.

Set Where-Used = No

The field **Where Used** in the Time Transaction will be set to *No*, and the Time Transaction will be removed from the overview of the FM Check Differences and will not be considered anymore to all the calculated quantities of registered Time.

After setting this Time Transaction to *No* and re-opening the page you will not see this Time Transaction anymore.

Retype Transaction

You can change the data of the Transaction.

i.e., On a Transaction with **Transaction Type** *Arrived Late* the Foreman can determine that it should be another **Reason** or that it even should be registered as *Absent*.

The screenshot shows the "EDIT - DIFFERENCES ARRIVED/DEPARTED" window. A red box highlights the "Retype Transaction" button in the toolbar. A dialog box is open in the foreground, titled "Retype Transaction", with options for "Arrived" (selected) and "Absent". The background table shows various transactions with columns for Working Date, No. and Name, Employee Group, Weekday, Correction Date, Correction Time, Transaction Type, Transaction Text, and Transaction Amount. The first row shows data for 6-7-2020, ET Elisabeth Taylor, DAY, Monday, 6-7-2020, and Transaction Type ** MISSING **.

Recalculate Date

This will get the Transactions of the Date of the current Transaction again into the Worksheet; something might have changed.

Change Employee Group

You can change the **Employee Group** for the current Transaction.

Related

Differences Arrived/Departed							
Search Edit List Delete Approve Empl./Date Skip until later Set Where-Used = No Retype Transaction Recalculate Date Time Specification...							
Actions Related							
Working Date	No. and Name	Employee Group	Weekday	Correction Date	Correction Time	Transaction Type	Transaction Text
→ 1/20/2020	ET Elisabeth Taylor	DAY	Monday	1/20/2020			** MISSING **

Show Time Transaction

Day Profile

Show Time Transaction

This will show the data for the actual Time Transaction

Day Profile

This will show the appropriate **Day Profile** for this Transaction based on the **Employee Group**, **Weekday** and **Employee**.

You will see the *Weekday* and *Employee* at the top of the page if there is a specific Day Profile for the Employee.

Edit Day Profile - Employee Group - Monday - ET

Manage Copy Actual Supplement Setup Page Actions Related Fewer options

General

WeekdayMondayHours Total7.75

Start Working Day7:00:00 AMCapacity Total465.00

End Working Day3:30:00 PM

Breaks>

Shop Floor>

Supplement>

Transfer Counter>

Close

You will see the *Weekday* and *Employee Group* at the top of the page if there is not a specific Day Profile for the Employee.

Manage Copy Actual Supplement Setup Page Actions Navigate

EDIT - DAY PROFILE - EMPLOYEE GROUP - MONDAY - EVENING

General

WeekdayMondayHours Total7.75

Start Working D...15:15:00Capacity Total465.00

End Working Day23:45:00

Breaks>

ShopFloor>

Supplement>

Transfer Counter>

Close

Report

Differences Arrived/Departed

Search

Edit List

Delete

✓ Approve Empl./Date

✗ Skip until later

✗ Set Where-Used = No

🔄 Retype Transaction

📅 Recalculate Date

🖨 Time Specification...

Actions ▾

Related ▾

...

Time Specifications

This will give you the opportunity to print the data of the buffer that is built for the **FM Check Differences**:

Time Specification

Printer (Handled by the browser)

Filter: Shop Floor Employee

Filter: Shop Floor Employee

+ Filter...

Filter: Time Transaction

✗ Work Date 08/01/22..08/02/22

✗ Where-Used Calculation

✗ Statistics

✗ FM Check

Send to... Print Preview & Close Cancel

The report could look like:

Time Specification

CRONUS Shop Floor

8/2/2022 12:00:00

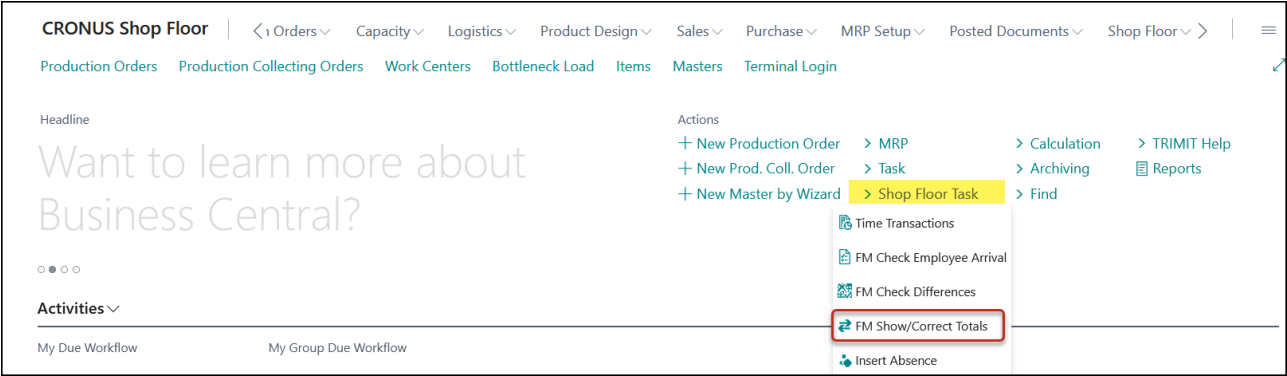
Page 1

ADMIN

where-Used	Number:	ET	Name: Elisabeth Taylor							Employee
Calculation	Work Date	Employee Group	Corr. Date	Time	Transaction Type	Transaction Text		Report	Statistics	Transaction
True	08/02/22	EVENING	08/02/22	4:05:51 PM	Arrived Late	Sickness		True	False	True
False	08/02/22	EVENING	08/02/22	4:39:37 PM	Message	Come and see me		False	False	True
Basis Time	:	0	Counter 1	:	0	Counter 6	:	0		
Flextime	:	0	Counter 2	:	0	Counter 7	:	0		
Holiday Time	:	0	Counter 3	:	0	Counter 8	:	0		
Overtime	:	0	Counter 4	:	0	Counter 9	:	0		
Time off in lieu	:	0	Counter 5	:	0	Counter 10	:	0		
Absent	:	8.34774								
TOTALS			The Period:		08/01/22..08/02/22					
Basis Time	:	0	Counter 1	:	0	Counter 6	:	0		
Flextime	:	0	Counter 2	:	0	Counter 7	:	0		
Holiday Time	:	0	Counter 3	:	0	Counter 8	:	0		
Overtime	:	0	Counter 4	:	0	Counter 9	:	0		
Time off in lieu	:	0	Counter 5	:	0	Counter 10	:	0		
Absent	:	8.34774								

FM Show/Correct Balance

In this page via **Search FM Show/Correct Balance** or when using the **TRIMIT Production** Role Center via **Shop Floor Task, FM Show/Correct Balance**, the Foreman can see and correct the balance of the Employee regarding three Time Transaction Types.



You need to enter Employee **No.** for which you want to see the Balance.

A screenshot of a dialog box titled 'Edit - Select Employee No.'. It contains a text input field labeled 'Enter Employee No.' with the value 'ET' entered. The field is highlighted with a red box. Below the input field are two buttons: 'OK' and 'Cancel'.

You will see the balance for the selected Employee for the Time Types:
Time Off in Lieu, Flextime and Holiday Time

A screenshot of a dialog box titled 'Edit - Totals for Employee ET'. It contains a text input field labeled 'Enter Employee No.' with the value 'ET' entered. Below this, the name 'Elisabeth Taylor' is displayed. There are three input fields for time types: 'Flextime', 'Holiday Time', and 'Time Off in Lieu'. Each field has a value of '0.00' and a dropdown arrow, and each is highlighted with a red box. At the bottom right, there are 'OK' and 'Cancel' buttons.

It is also in this page, in which you need to increase the **Holiday Time** available every year.
I.e., on 01-01-20 an Employee gets 25 days (= 200 hours) of Holiday Time.
In that case you need to increase the Holiday Time with 200.

In the Time Transactions of the Employee, you can see this change as well with a special **Transaction Type** *Balance Adjustment* and a special **Transaction Text** *Balance Adjustment*.

Edit - Time Transactions											
Manage Maintenance Card Actions Related Reports Fewer options											
Correction Date	Correction Time	Work Date	Weekday	Transaction Type	Transaction Text	Em... Tran...	Wh... Used Calc...	Reason Type	Reason No.	FM Che...	Comment
→ 1/1/2022	:	1/1/2022		Balance Adjustment	Balance Adjustment	☐	☒		0	☐	
8/2/2022	4:05:51 PM	8/2/2022	Tuesday	Arrived Late	Sickness	☒	☒	Arrived Late	20	☒	
8/2/2022	4:39:37 PM	8/2/2022	Tuesday	Message	Come and see me	☒	☐		0	☐	

Day Statistics

Employee No.

ET

Work Date

1/1/2022

Transactions

0

Adjustment

No

Time Specification

Basis Time

0

Overtime

0

Flexitime

0

Time off in lieu

0

Absence Time

Absence Time

0

Holiday Time

200

Time Transactions

In this page via **Search Time Transactions** or when using the **TRIMIT Production** Role Center via **Shop Floor Task, Time Transactions**, you can see all the Time Transactions that are not related directly to a Task.

CRONUS Shop Floor

Orders

Capacity

Logistics

Product Design

Sales

Purchase

MRP Setup

Posted Documents

Shop Floor

Production Orders

Production Collecting Orders

Work Centers

Bottleneck Load

Items

Masters

Terminal Login

Headline

Good morning!

Actions

+ New Production Order

+ New Prod. Coll. Order

+ New Master by Wizard

> MRP

> Task

> Shop Floor Task

> Calculation

> Archiving

> Find

> TRIMIT Help

Reports

Time Transactions

FM Check Employee Arrival

It can also be opened via the **Shop Floor Employees List/Card (Home, Time Transactions)**.

Time Transactions											
Manage Maintenance Card Actions Related Reports Fewer options											
Employee No. 1	Correction Date	Correction Time	Work Date	Weekday	Transaction Type	Transaction Text	Employee Transaction	Where-Used Calculation	Reason Type	Reason No.	FM Check
ET	1/1/2022		1/1/2022		Balance Adjustment	Balance Adjustment	☐	☒		0	☐
ET	:	4:05:51 PM	8/2/2022	Tuesday	Arrived Late	Sickness	☒	☒	Arrived Late	20	☒
ET	8/2/2022	4:39:37 PM	8/2/2022	Tuesday	Message	Come and see me	☒	☐		0	☐
RC	8/3/2022	11:26:01 AM	8/3/2022	Wednesday	Arrived Late	Sickness	☒	☒	Arrived Late	20	☒

Day Statistics

Employee No.

ET

Work Date

8/2/2022

Transactions

1

Adjustment

No

Time Specification

Basis Time

0

Overtime

0

Flexitime

0

Time off in lieu

0

Absence Time

Absence Time

8.34774

Holiday Time

0

For more details, see [Manual Time Registration](#) in which the fields and actions in the page are described in detail.

Data Journal Lines

Only if the parameter **Journal for Task Registration** in the **Shop Floor Setup** is set to *Data Journal*, the Time Registration regarding Tasks will get into the Shop Floor Journal Lines which can be shown via **Search Data Journal Lines**.

Data Journal Lines

✓ Saved

Journal Batch Name

TRIMIT

Manage

Employee No.	Working Date	Employee Group	Weekday	Task No.	Start Date	Start Time	End Time	Finished Operation Qty.	Scrapped Operation Qty.	Scrap Reason Code	Pre-Calc. Time/Units	Pre-Calc. Time/Qty.	Production Time	Net %
				0				0	0		0	0	0.00	0.00

The only reason to use the **Data Journal Lines** instead of the **Production Journal Lines** is because you do not want the production orders to be updated with the registered time as consumed time on operations or setups.
I.e., if you only want to use TRIMIT Shop Floor to be able to integrate with an external Wage/Salary system, which would be customization.

Production Journal

Only if the parameter **Journal for Task Registration** in the **Shop Floor Setup** is set to *Production Journal*, the Time Registration regarding Tasks will get into the Production Journal Lines which can be shown via **Search Production Journal**.

The screenshot shows the 'Production Journal' interface for the date 2022-08-02. The 'General' tab is active, displaying fields for 'Journal Batch Name' (2022-08-02), 'Clear by Posting' (disabled), 'Type' (Time Registration), and 'Release' (No). To the right, 'Time Registration', 'Material Consumption', and 'Finishing' are all set to 'No'. Below this is the 'Time Registration Lines' section with a table of data.

Posting Date	Task No.	Production Order No.	Employee No.	Employee Name	Employee Group	Operation Quantity	Start Date	Start Time	End Time	Operation Time (Hours)	Scrapped Quantity
	5	PO000004	ET	Elisabeth Taylor	EVENING	204	8/2/2022	4:19:12 PM	4:21:16 PM	0.01824	4
	4	PO000004	ET	Elisabeth Taylor	EVENING	100	8/2/2022	4:20:14 PM	4:21:16 PM	0.00229	0
	3	PO000003	ET	Elisabeth Taylor	EVENING	26	8/2/2022	4:20:26 PM	4:21:16 PM	0.00457	1

Time registered on a specific Task will be written in special **Journal Batch Name** of the *Working Day* of the registration. This is the actual Date, not the Business Central Work Date.

Based on the **Start Task** and **End Task** registration via the Terminal Menu, the system will calculate the **Start Time**, **End Time**, and **Operation Time (Hours)**.

Based on the **Operation Quantity** and the quantity that needs to be produced, the system will decide if **Finishing Status** should be *Partly Finished* or *Finished*.

This Procedure is described in detail in [End Task \[4\]](#)

Via Line

The screenshot shows the 'Time Registration Lines' section with the 'Line' menu highlighted. Below the menu, there are two options: 'Dimensions' and 'Show Production Order', both of which are highlighted with a blue box.

Via **Line, Dimensions**, you are able to see the (Financial) Dimensions of the Production Order Line that is connected to the **Task No.** of the Production Journal Line.

Via **Line, Show Production Order**, you are able to see the Production Order that is connected to the **Task No.** of the Production Journal Line.

Via Distribute Time

The screenshot shows the 'Time Registration Lines' section with the 'Distribute Time' menu highlighted. Below the menu, there are three options: 'Allocate Time in Series', 'Allocate All', and 'Mass Allocation', all of which are highlighted with a blue box.

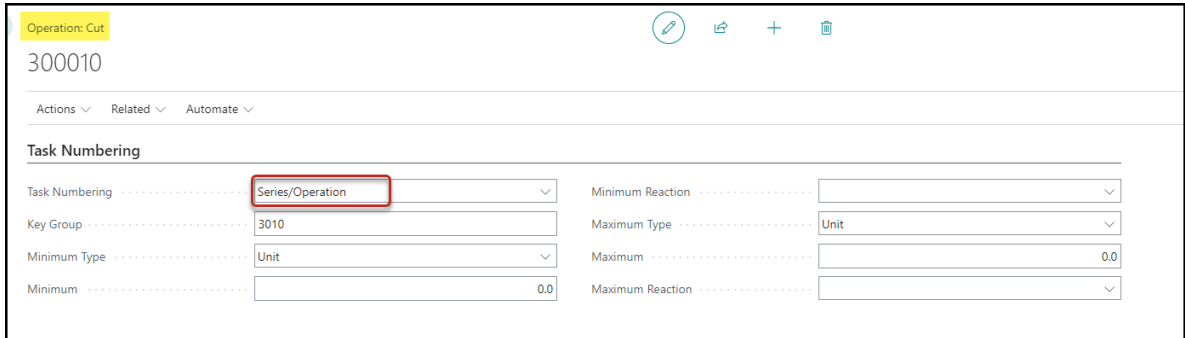
Allocate Time in Series

With this Action, you are able to distribute Time of 1 Production Journal Line over several other Production Journal Lines of several Production Orders if the Production Journal Line is related to a **Production Series**, and you created the **Tasks** based on **Production Series**.

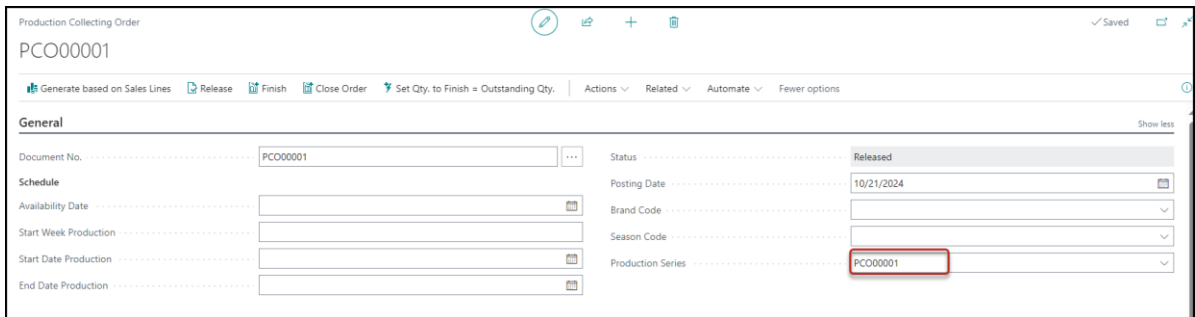
Example:

You have created a **Production Collecting Order**, and you want to register Time for a specific Operation for all the Production Orders of the **Production Collecting Order** at once and let the system divide this total spent Time into the underlying Production Orders/Operations, you can do this:

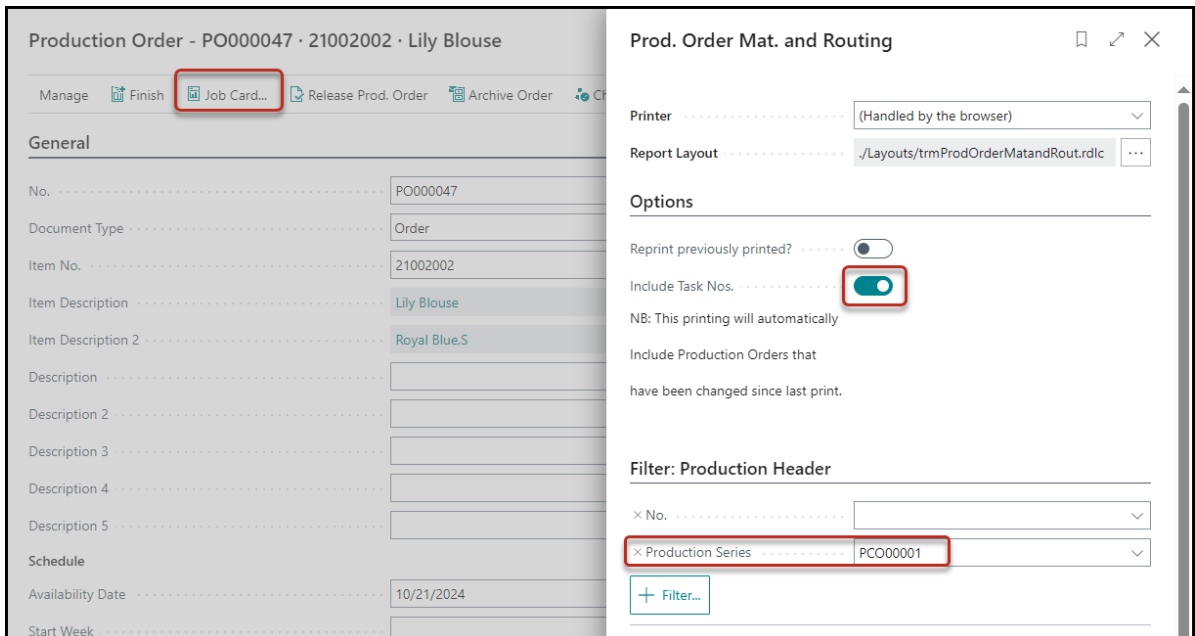
- ➔ In the **Operations** you must set the **Task Numbering** to *Series/Operations*.



- ➔ Give the **Production Collecting Order** a **Production Series**. I.e., with the same Number as the **Production Collecting Order**. Therefore, all the underlying Related Production Orders will get this **Production Series**.



- ➔ You create the **Tasks** via **Job Card** of one of the Production Orders and filter on **Production Series PCO00001**.



The system will create for every Operation 1 Task – regardless, the number of Production Orders in the Production Series (Production Collection Order).

Suppose an Employee registers 0.5 hours for a Task (which is related to 10 Production Orders in the Production Series *PCO00001*).

Then in the **Production Journal**, you will see:

Production Journal

2024-12-16

Post Actions Automate Fewer options

General

Journal Batch Name: 2024-12-16 Time Registration: Yes

Clear by Posting: No Material Consumption: No

Type: Time Registration Finishing: No

Release: No

Time Registration Lines Manage Line Distribute Time

Allocate Time in Series Allocate All Mass Allocation

Posting Date	Task No.	Production Order No.	Operation No.	Description	Production Series	Employee No.	Employee Name	Employee Group	Operation Quantity	Start Date	Start Time	End Time	Operation Time (Hours)	Scrapped Quantity
12/16/2024	47		O300010	Setup for Cutting Machine	PCO00001	RC	Rick Carpenter	EVENING	0	12/16/2024	2:00:00 PM	2:30:00 PM	0.50	0

If you now click **Distribute Time, Allocate Time in Series**, the system will only look at the current Production Journal Line, and will create 9 extra Production Journal Lines, and all will get **0.05 Hours** because the **Calculated Consumption Quantity** in the corresponding Production Order Lines are the same for all 10 Production Orders.

All the Production Journal Lines will also get the right **Production Order No.**

Time Registration Lines Manage Line Distribute Time

Allocate Time in Series Allocate All Mass Allocation

Posting Date	Task No.	Production Order No.	Operation No.	Description	Production Series	Employee No.	Employee Name	Employee Group	Operation Quantity	Start Date	Start Time	End Time	Operation Time (Hours)	Scrapped Quantity
12/16/2024	47	PO000047	O300010	Setup for Cutting Machine	PCO00001	RC	Rick Carpenter	EVENING	0	12/16/2024	2:00:00 PM	2:30:00 PM	0.05	0
12/16/2024	47	PO000048	O300010	Setup for Cutting Machine	PCO00001	RC	Rick Carpenter	EVENING	0	12/16/2024	2:00:00 PM	2:30:00 PM	0.05	0
12/16/2024	47	PO000049	O300010	Setup for Cutting Machine	PCO00001	RC	Rick Carpenter	EVENING	0	12/16/2024	2:00:00 PM	2:30:00 PM	0.05	0
12/16/2024	47	PO000050	O300010	Setup for Cutting Machine	PCO00001	RC	Rick Carpenter	EVENING	0	12/16/2024	2:00:00 PM	2:30:00 PM	0.05	0
12/16/2024	47	PO000051	O300010	Setup for Cutting Machine	PCO00001	RC	Rick Carpenter	EVENING	0	12/16/2024	2:00:00 PM	2:30:00 PM	0.05	0
12/16/2024	47	PO000052	O300010	Setup for Cutting Machine	PCO00001	RC	Rick Carpenter	EVENING	0	12/16/2024	2:00:00 PM	2:30:00 PM	0.05	0
12/16/2024	47	PO000053	O300010	Setup for Cutting Machine	PCO00001	RC	Rick Carpenter	EVENING	0	12/16/2024	2:00:00 PM	2:30:00 PM	0.05	0
12/16/2024	47	PO000054	O300010	Setup for Cutting Machine	PCO00001	RC	Rick Carpenter	EVENING	0	12/16/2024	2:00:00 PM	2:30:00 PM	0.05	0
12/16/2024	47	PO000055	O300010	Setup for Cutting Machine	PCO00001	RC	Rick Carpenter	EVENING	0	12/16/2024	2:00:00 PM	2:30:00 PM	0.05	0
12/16/2024	47	PO000056	O300010	Setup for Cutting Machine	PCO00001	RC	Rick Carpenter	EVENING	0	12/16/2024	2:00:00 PM	2:30:00 PM	0.05	0

The **Operation Time (Hours)** per Task No./Production Order No. will be calculated based on the **Calculated Consumption Quantity** of the Production Order Line and the total **Operation Time (Hours)** that was used in total.

Or it might look as follows, if the individual Production Orders have different **Quantity per** and **Quantity to Produce** for the same Task:

Time Registration Lines Manage Line Distribute Time

Allocate Time in Series Allocate All Mass Allocation

Posting Date	Task No.	Production Order No.	Operation No.	Description	Production Series	Employee No.	Employee Name	Employee Group	Operation Quantity	Start Date	Start Time	End Time	Operation Time (Hours)	Scrapped Quantity
12/16/2024	48		300010	Cut	PCO00001	RC	Rick Carpenter	EVENING	0	12/16/2024	2:00:00 PM	3:00:00 PM	1.00	0

Time Registration Lines Manage Line Distribute Time

Allocate Time in Series Allocate All Mass Allocation

Posting Date	Task No.	Production Order No.	Operation No.	Description	Production Series	Employee No.	Employee Name	Employee Group	Operation Quantity	Start Date	Start Time	End Time	Operation Time (Hours)	Scrapped Quantity
12/16/2024	48	PO000047	300010	Cut	PCO00001	RC	Rick Carpenter	EVENING	0	12/16/2024	2:00:00 PM	3:00:00 PM	0.07407	0
12/16/2024	48	PO000048	300010	Cut	PCO00001	RC	Rick Carpenter	EVENING	0	12/16/2024	2:00:00 PM	3:00:00 PM	0.14815	0
12/16/2024	48	PO000049	300010	Cut	PCO00001	RC	Rick Carpenter	EVENING	0	12/16/2024	2:00:00 PM	3:00:00 PM	0.22222	0
12/16/2024	48	PO000050	300010	Cut	PCO00001	RC	Rick Carpenter	EVENING	0	12/16/2024	2:00:00 PM	3:00:00 PM	0.14815	0
12/16/2024	48	PO000051	300010	Cut	PCO00001	RC	Rick Carpenter	EVENING	0	12/16/2024	2:00:00 PM	3:00:00 PM	0.07407	0
12/16/2024	48	PO000052	300010	Cut	PCO00001	RC	Rick Carpenter	EVENING	0	12/16/2024	2:00:00 PM	3:00:00 PM	0.03704	0
12/16/2024	48	PO000053	300010	Cut	PCO00001	RC	Rick Carpenter	EVENING	0	12/16/2024	2:00:00 PM	3:00:00 PM	0.07407	0
12/16/2024	48	PO000054	300010	Cut	PCO00001	RC	Rick Carpenter	EVENING	0	12/16/2024	2:00:00 PM	3:00:00 PM	0.11111	0
12/16/2024	48	PO000055	300010	Cut	PCO00001	RC	Rick Carpenter	EVENING	0	12/16/2024	2:00:00 PM	3:00:00 PM	0.07407	0
12/16/2024	48	PO000056	300010	Cut	PCO00001	RC	Rick Carpenter	EVENING	0	12/16/2024	2:00:00 PM	3:00:00 PM	0.03705	0

Allocate All

Especially when you want to register Time spent on a Production Collecting Order for an Operation that is used in Related Production Orders of the Production Collecting Order Lines, you can use this function to easily divide the used Time over all the Related Production Orders. I.e.,

Time Registration Lines Manage Line <u>Distribute Time</u>													
Allocate Time in Series Allocate All Mass Allocation													
Posting Date	Task No.	Production Order No.	Operation No.	Description	Employee No.	Employee Name	Employee Group	Operation Quantity	Start Date	Start Time	End Time	Operation Time (Hours)	Scrapped Quantity
→ 6/4/2025	2		300010	Cut	ET	Elisabeth Taylor	DAY	100	6/4/2025	8:00:00 AM	9:00:00 AM	1.00	0

Time Registration Lines Manage Line <u>Distribute Time</u>													
Allocate Time in Series Allocate All Mass Allocation													
Posting Date	Task No.	Production Order No.	Operation No.	Description	Employee No.	Employee Name	Employee Group	Operation Quantity	Start Date	Start Time	End Time	Operation Time (Hours)	Scrapped Quantity
→ 6/4/2025	2	PO000045	300010	Cut	ET	Elisabeth Taylor	DAY	8.33333	6/4/2025	8:00:00 AM	9:00:00 AM	0.08333	0
6/4/2025	2	PO000046	300010	Cut	ET	Elisabeth Taylor	DAY	16.66667	6/4/2025	8:00:00 AM	9:00:00 AM	0.16667	0
6/4/2025	2	PO000047	300010	Cut	ET	Elisabeth Taylor	DAY	16.66667	6/4/2025	8:00:00 AM	9:00:00 AM	0.16667	0
6/4/2025	2	PO000048	300010	Cut	ET	Elisabeth Taylor	DAY	8.33333	6/4/2025	8:00:00 AM	9:00:00 AM	0.08333	0
6/4/2025	2	PO000049	300010	Cut	ET	Elisabeth Taylor	DAY	8.33333	6/4/2025	8:00:00 AM	9:00:00 AM	0.08333	0
6/4/2025	2	PO000050	300010	Cut	ET	Elisabeth Taylor	DAY	16.66667	6/4/2025	8:00:00 AM	9:00:00 AM	0.16667	0
6/4/2025	2	PO000051	300010	Cut	ET	Elisabeth Taylor	DAY	16.66667	6/4/2025	8:00:00 AM	9:00:00 AM	0.16667	0
6/4/2025	2	PO000052	300010	Cut	ET	Elisabeth Taylor	DAY	8.33333	6/4/2025	8:00:00 AM	9:00:00 AM	0.08333	0

Mass Allocation

With **Mass Allocation**, you are able to register the total Time on a specific Task and divide it over several selected Lines.

Pre-requisitions: It must be registered on the same **Employee**, and you need to fill the **Operation Quantity**. I.e.,

Time Registration Lines

Manage

Line

Distribute Time

Allocate Time in Series

Allocate All

Mass Allocation

	Posting Date	Task No.	Production Order No.	Operation No.	Production Series	Description	Empl... No.	Employee Name	Employee Group	Pre-Calculated Time Quantity	Operation Quantity	Start Date	Start Time	End Time	Operation Time (Hours)	Scrapped Quantity
→	6/4/2025	59	PO000004	300010		Cut	ET	Elisabeth Taylor	DAY	6.668	400	6/4/2025	8:00:00 AM	2:45:00 PM	6.00	0
	6/4/2025	63	PO000006	300010		Cut	ET	Elisabeth Taylor	DAY	7.5015	450	6/4/2025	2:45:00 PM		0.00	0
	6/4/2025	67	PO000008	300010		Cut	ET	Elisabeth Taylor	DAY	5.3344	320	6/4/2025			0.00	0

When clicking **Distribute Time, Mass Allocation**, you will get a message:

This function allocates time across several journal lines. The function allocates time as per a batch job in Shop Floor. The function allocates according to following criteria:- The lines to be allocated must be marked - Time is recorded on the first line to be allocated - There must be a Task No. on all lines.- All lines must be registered for the same employee. Do you want to continue?

After clicking **Yes**, the result will look as follows:

Time Registration Lines															Manage	Line	Distribute Time	 																										
 Allocate Time in Series															 Allocate All															 Mass Allocation														
	Posting Date	Task No.	Production Order No.	Operation No.	Production Series	Description	Empl... No.	Employee Name	Employee Group	Pre-Calculated Time Quantity	Operation Quantity	Start Date	Start Time	End Time	Operation Time (Hours)	Scrapped Quantity																												
→	6/4/2025	:	59	PO000004	300010		Cut	ET	Elisabeth Taylor	DAY	6.668	400	6/4/2025	8:00:00 AM	2:45:00 PM	2.05128	0																											
	6/4/2025		63	PO000006	300010		Cut	ET	Elisabeth Taylor	DAY	7.5015	450	6/4/2025	2:45:00 PM		2.30769	0																											
	6/4/2025		67	PO000008	300010		Cut	ET	Elisabeth Taylor	DAY	5.3344	320	6/4/2025			1.64102	0																											

The original 6:00 hours will be split into:

Operation Quantity on the Line / total **Operations Quantity** on all selected Lines * **Operation Time** of the Line you are standing on.

$$400 / (400 + 450 + 320) * 6 = 2.05128$$

$$450 / (400 + 450 + 320) * 6 = 2.30769$$

$$320 / (400 + 450 + 320) * 6 = 1.64102$$

Reports

Time Specification

Via **Search Time Specification** or when using the **TRIMIT Production** Role Center, via **Reports, Time Specification**, you can print a report regarding the registered time based on the following filters:

CRONUS Shop Floor

Production OrdersProduction Collecting OrdersWork CentersBottleneck LoadItemsMastersTerminal Login

Headline

Hi!

Activities

My Due Workflow0

My Group Due Workflow68

Actions

+ New Production Order+ New Prod. Coll. Order+ New Master by Wizard

> MRPG> Task> Shop Floor Task

> Calculation> Archiving> Filing

> TRIMIT Help

Reports

Master Reports

Master Analysis Matrix

Prod. Order Mat. and Routing

Pick Document per Order

Sales Book

Time Specification

Authority List

Time Specification

Printer (Handled by the browser)

Filter: Shop Floor Employee

No. ET

Foreman No.

Filter...

Filter: Time Transaction

Work Date

Where-Used Calculation

Statistics

FM Check

Filter...

Send to...PrintPreview & CloseCancel

Time Specification
CRONUS Shop Floor

31-7-2020 00:00:00
Page 2
CORNATORIKBI

Where-Used	Number:	ET	Name: Elisabeth Taylor						Employee	
Calculation	Work Date	Employee Group	Corr. Date	Time	Transaction Type	Transaction Text		Report	Statistics	Transaction
True	09-07-20	EVENING	09-07-20	15:30:00	Left	Forgot to punch out, Correct Date/Time		True	False	True
True	10-07-20	DAY	10-07-20	07:00:00	Absent	Sickness		True	False	True
Basis Time	:	2,17111	Counter 1	:	0	Counter 6	:	0		
Flextime	:	0	Counter 2	:	0	Counter 7	:	0		
Holiday Time	:	0	Counter 3	:	0	Counter 8	:	0		
Overtime	:	0	Counter 4	:	0	Counter 9	:	0		
Time off in lieu	:	0	Counter 5	:	0	Counter 10	:	0		
Absent	:	6								
True	09-07-20	EVENING	09-07-20	15:30:00	Left	Forgot to punch out, Correct Date/Time		True	False	True
True	10-07-20	DAY	10-07-20	07:00:00	Absent	Sickness		True	False	True
Basis Time	:	2,17111	Counter 1	:	0	Counter 6	:	0		
Flextime	:	0	Counter 2	:	0	Counter 7	:	0		
Holiday Time	:	0	Counter 3	:	0	Counter 8	:	0		
Overtime	:	0	Counter 4	:	0	Counter 9	:	0		
Time off in lieu	:	0	Counter 5	:	0	Counter 10	:	0		
Absent	:	6								
TOTALS					The Period:		06-07-20..12-07-20			
Basis Time	:	4,34222	Counter 1	:	0	Counter 6	:	0		
Flextime	:	0	Counter 2	:	0	Counter 7	:	0		
Holiday Time	:	0	Counter 3	:	0	Counter 8	:	0		
Overtime	:	0	Counter 4	:	0	Counter 9	:	0		
Time off in lieu	:	0	Counter 5	:	0	Counter 10	:	0		
Absent	:	12								

Authority Issue

Via **Search Authority Issue** or when using the **TRIMIT Production** Role Center, via **Shop Floor Task, Authority Issue**, you can create specific **Authority Codes** that an Employee can use if a Time Registrations needs an **Authority**, and the Employee does not have that **Authority**.

CRONUS Shop Floor

Production OrdersProduction Collecting OrdersWork CentersBottleneck LoadItemsMastersTerminal Login

Headline

Hi!

Activities

My Due Workflow0

My Group Due Workflow68

Actions

+ New Production Order+ New Prod. Coll. Order+ New Master by Wizard

> MRP> Task> Shop Floor Task

> Calculation> Archiving> Find

> TRIMIT Help> Reports

Time TransactionsFM Check Employee ArrivalFM Check DifferencesFM Show/Correct TotalsInsert AbsenceRotation CreationAuthority IssueShop Floor Groups

Authority Issue

Printer

Options

Date for Use

Filter: Authority

Filter: Shop Floor Employee

Advanced

Send to...PrintPreview & CloseCancel

Authority for Time Registration

Valid

Wednesday

8/3/2022 12:00:00 AM

Employee

ET

Manager (Authority)

1

Authority Code:

45764

Issued of:

ADMIN

Authority List

Via **Search Authority List** or when using **TRIMIT Production** Role Center, via **Reports, Authority List**, you can get a report of all the specific Authorities you have created.

CRONUS Shop Floor

Production Orders

Capacity

Logistics

Product Design

Sales

Purchase

MRP Setup

Posted Documents

Shop Floor

Production Orders

Production Collecting Orders

Work Centers

Bottleneck Load

Items

Masters

Terminal Login

Headline

Hi!

Activities

My Due Workflow

0

My Group Due Workflow

68

Actions

+ New Production Order

+ New Prod. Coll. Order

+ New Master by Wizard

> MRP

> Task

> Shop Floor Task

> Calculation

> Archiving

> Fill

> TRIMIT Help

Reports

Master Reports

Master Analysis Matrix

Prod. Order Mat. and Routing

Pick Document per Order

Sales Book

Time Specification

Authority List

Authority List

Printer

(Handled by the browser)

Filter: Shop Floor Groups

X Code

+ Filter...

Advanced

Send to...

Print

Preview & Close

Cancel

Authority List		August 3, 2022
CRONUS Shop Floor		Page 1
		ADMIN
Code	Description	
01	Manager(Authority 1)	
02	Employee(Authority 2)	

Periodic Activities

Insert Absence

Via **Search Insert Absence** or when using the **TRIMIT Production** Role Center, via **Shop Floor Task, Insert Absence**, you can batch create Time Registration for absences, i.e., for National Holidays or Company Closures.

The screenshot shows the CRONUS Shop Floor interface. The top navigation bar includes 'Production Orders', 'Capacity', 'Logistics', 'Product Design', 'Sales', 'Purchase', 'MRP Setup', 'Posted Documents', and 'Shop Floor'. The 'Shop Floor' dropdown menu is open, showing options like 'Time Transactions', 'FM Check Employee Arrival', 'FM Check Differences', 'FM Show/Correct Totals', 'Insert Absence' (highlighted with a red box), and 'Rotation Creation'. The 'Insert Absence' option is also visible in the 'Actions' section on the right.

Example

April 27, 2022, is a National Holiday for some of your Employees, on which all Employees will be absent with **Reason 89 National Holiday**.

In theory every Employee can enter it themselves.

But you can use the **Insert Absence** to do it for all of them at once:

The 'Insert Absence' dialog box is shown. It includes fields for 'From Date' (4/27/2022), 'To Date' (4/27/2022), and 'Reason for Absence' (89). There is a 'Filter: Shop Floor Employee' section with dropdowns for 'No.' (ETRCJS), 'Brand Code', and 'Season Code'. A 'Filter...' button is also present. At the bottom, there are 'Schedule...', 'OK', and 'Cancel' buttons.

If you look now in the **Time Transactions** and filter on the **Work Date 04/27/2022** you will see the Transactions, you created:

Employee No.	Correction Date ↑	Correction Time	Work Date	Weekday	Transaction Type	Transaction Text	Employee Transaction	Where-Used Calculation	Reason Type	Reason No.	FM Check	Comment
ET	1/1/2022		1/1/2022		Balance Adjustment	Balance Adjustment	☐	☒		0	☐	
ET	4/27/2022	7:00:00 AM	4/27/2022	Wednesday	Absent	National Holiday	☐	☒	Absent	89	☐	
JS	4/27/2022	7:00:00 AM	4/27/2022	Wednesday	Absent	National Holiday	☐	☒	Absent	89	☐	
RC	4/27/2022	3:15:00 PM	4/27/2022	Wednesday	Absent	National Holiday	☐	☒	Absent	89	☐	
ET	8/2/2022	4:05:51 PM	8/2/2022	Tuesday	Arrived Late	Sickness	☒	☒	Arrived Late	20	☒	
ET	8/2/2022	4:39:37 PM	8/2/2022	Tuesday	Message	Come and see me	☒	☐		0	☐	
JS	8/3/2022	7:00:00 AM	8/3/2022	Wednesday	Arrived		☒	☒		0	☐	
RC	8/3/2022	11:26:01 AM	8/3/2022	Wednesday	Arrived Late	Sickness	☒	☒	Arrived Late	20	☒	

Rotation Creation

Via **Search Rotation Creation** or when using the **TRIMIT Production Role Center**, via **Shop Floor Task, Rotation Creation**, you can create the Lines for the **Rotation Groups**.

The screenshot shows the TRIMIT Shop Floor interface. The top navigation bar includes 'CRONUS Shop Floor' and various menu items like 'Production Orders', 'Capacity', 'Logistics', etc. The 'Shop Floor' dropdown menu is open, showing options like 'Time Transactions', 'FM Check Employee Arrival', and 'Rotation Creation' (highlighted with a red box). The 'Rotation Creation' option is also highlighted in the 'Shop Floor Task' dropdown menu.

See [Rotation](#) as well for manually creating the Rotation Groups.

The example below could be applicable if the parameter **Rotation Method** in the **Shop Floor Setup** is set to **Date**.

The screenshot shows the 'ROTATION CREATION' dialog box. The 'Options' tab is selected. The 'Starting Date' is set to '1-1-2020' and the 'Ending Date' is set to '31-12-2020'. The 'Period in Days' is set to '7'. The 'Update' checkbox is checked. The 'Filter: Rotation Group' is set to 'NDE-W'. The 'Rotation' table shows shifts for 1-10, 11-20, 21-30, and 31-40. The first shift (1-10) is highlighted with a red box and contains the following shifts: NIGHT, NIGHT, W:TIME OFF, W:TIME OFF, DAY, DAY, EVENING.

For the entered period between the **Starting Date** and **Ending Date** you can determine how many days the Rotation will take before it starts again with the first Shift (Employee Group).

Therefore, if **Period in Days** is 7, you need to enter the Shifts for 1 – 7 in the fields below.

On the FastTab **Rotation Group** you need to select the **Code** of the Rotation Group for which you want to create the Lines.

The consequences of the example above will be (via **Search Rotation**):

ROTATION | WORK DATE: 6-9-2020

NDE-W

New | Actions | Fewer options

General

Code NDE-W Description NIGHT - DAY - EVENING per Week

Rotation Lines | Manage

Date ↑	Weekday	Employee Group
→ 1-1-2020	Wednesday	NIGHT
2-1-2020	Thursday	NIGHT
3-1-2020	Friday	W:TIME OFF
4-1-2020	Saturday	W:TIME OFF
5-1-2020	Sunday	DAY
6-1-2020	Monday	DAY
7-1-2020	Tuesday	EVENING
8-1-2020	Wednesday	NIGHT
9-1-2020	Thursday	NIGHT
10-1-2020	Friday	W:TIME OFF
11-1-2020	Saturday	W:TIME OFF
12-1-2020	Sunday	DAY
13-1-2020	Monday	DAY
14-1-2020	Tuesday	EVENING
15-1-2020	Wednesday	NIGHT
16-1-2020	Thursday	NIGHT
17-1-2020	Friday	W:TIME OFF
18-1-2020	Saturday	W:TIME OFF

Authority Issue

Via **Search Authority Issue** or when using the **TRIMIT Production Role Center**, via **Shop Floor Task, Authority Issue**, you can create specific **Authority Codes** that an Employee can use if a Time Registrations needs an **Authority**, and the Employee does not have that **Authority**.

See [Authority Issue](#)

Update Task Nos.

Via **Search Update Task Nos.** or via the Task List, **Actions, Functions, Update Task Nos.**, you can update the data of the Task Nos. based on the related Production Order and Operation.

Update Task Nos. ↗ ✕

Filter: Task

✕ Prod. Order No.

✕ Prod. Order Line No.

✕ Production Series ▾

✕ Operation No. ▾

+ Filter...

Advanced >

Schedule... OK Cancel

This might be necessary if you have created Tasks based on a Production Order and afterwards have changed the Quantity that needs to be produced, or the Consumption of the Operation.