



Unity

Version 6.0

User's Manual

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Chapter 1 - Getting Started

What is Unity?

Unity is a software system designed for the purpose of data collection. It can be linked to TIW Workshop™, TIW ALERE, ACCPAC Accounting Systems, and Visual AccountMate. The Shop Floor module can be used to collect shop floor data and then to create an external posting file (EXTPOST.DBF) to speed up transaction processing in TIW WorkShop. The Time module is used to collect payroll time and attendance data the can be passed to Payroll to automate the time entry process. The inventory module provides for direct inventory transactions such as inventory issues, receipts and physical inventory counts as well as for printing bar-coded inventory labels.

Data is collected using Bar Code Data collection Hardware, such as the Videx LaserLite Pro™ or the Computerwise data collection terminals. This data is then imported into Unity. Unity processes the data matching in and out transactions and validating the information.

Installing Unity on the Server

For CD-ROM installation, insert the Unity CD in your CD-ROM drive. The CD should automatically start in most systems. If it doesn't start automatically follow these steps:

Go to "Start"

Select "Run"

Type D:\SETUP.EXE and press the "OK" button.

(Substitute the appropriate drive letter where you see "D")

Follow the on screen instructions. The installation to the server can be done from any workstation. It is unnecessary to perform a workstation installation then on this PC.

Installing Unity Client on the Workstation

For the workstation installation, you will not need the Unity CD in your CD-ROM drive. The installation program is run from the network after the software is installed to the server. You must do the server installation first. Follow these steps to do the client installation:

Go to "Start"

Select "Run"

Type F:\UNITY\CLIENT\CLIENT.EXE and press the "OK" button.

(Substitute the appropriate drive letter and path where you see "F:\UNITY")

Follow the on screen instructions.

Warning: *When the client installation requests a destination folder, it is important to specify the location where Unity is installed on your server. The client must point to the server installation for it to run properly.*

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Set Up for Unity

Once you have installed Unity and run it for the first time, the setup screen will come up automatically. This screen can be accessed later from the File menu by clicking on the Setup option.

Setup is the area where you define your company(s) for Unity. Each company can be linked to a specific TIW/accounting system company.

The Unity data path is the location where you will store this company's Unity data. Each company you setup will have a separate directory. For example your entry in the Unity data path field may look like this:

C:\UNITY\MIKEBIKE

Warning: Do not use the \DATA\ directory under your main Unity directory to store company data. This directory is reserved for unity system data.

Shop Floor Module Setup

If the Shop Floor Module is installed, the manufacturing system field allows you to select whether you will be linking to TIW WorkShop or if the Shop Floor module will be operating stand alone. When linking to TIW WorkShop select it in the drop down box, when operating stand alone be sure to select "None" as the manufacturing system. Enter the path where your TIW Workshop™ directory is located in the TIW system Path Field. In TIW company selection box choose the correct company to connect to.

Note to developers: When linking to TIW WorkShop versions before 6.5A, Unity automatically adds a new field to the EXTPOST.DBF table in the TIW company data directory. It adds a numeric 11 character field called tranno.

Remember to only link to a TIW company once. There should be a one to one relationship between TIW and Unity companies.

If you do not have the TIW Cost module you can optionally check the "Use Standard Labor Rates to use the \$STANDARD employee's rate instead of the actual employee rate when posting labor transactions. Please see the "Maintain Employees" section of Chapter 4.

The "Split Time on Overlapping Labor" feature will divide the time between multiple work orders/operations when an employee is clocked into more than one operation at a time. This Split Time feature works with any labor transaction (transaction codes that begin with "L"). The Split Time feature should be used with caution, though. It should be understood that the system is not going to calculate the actual time as recorded by the employee. It will adjust the time based on the number of concurrent jobs and then divide the time evenly between those concurrent jobs. For greatest accuracy it is recommended that the Split Time feature is not used, and rather the employees clock in and out as they change from one operation to the next. Here is an example of how the Split Time feature might work:

Work Order #	Operation #	Clock In	Clock Out	Actual Time	Adjusted Time
1039	30	0800	0900	1.0	.71
1056	20	0830	0930	1.0	.46
1092	50	0845	0945	1.0	.58

The above example shows 3 different work orders where an employee worked and that employee's times overlapped. The time in the chart above is shown in hours. You'll notice that

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the recorded time in this example for all 3 operations was the same, one hour. Although with the Split Time feature each operation would have a different adjusted time based on how much overlap it has with the other two operations. You'll notice that this employee clocked into work order 1039 at 0800 and was only clocked in to that work until 0830 when the employee clocked into work order 1056. So the first half hour of time was given totally to work order 1039. For the next 15 minutes the employee worked on both work order 1039 and 1056. This 15 minutes was divided between the two orders adding an additional .125 hours to work order 1039. Finally from 0845 to 0900 the employee worked on all 3 operations simultaneously. This resulted in that .25 hours being divided 3 ways between the 3 operations. Thus resulting in an adjusted time of .71 for work order 1039.

"Validate IP Quantities" should be checked, if you are linking to TIW WorkShop and you wish for Unity to reject IP transactions that exceed the projected quantity on the work order. For example if the projected quantity on a given work order in TIW WorkShop was 10 pieces. The maximum IP quantity for any operation on that work order would not be allowed to exceed 10 pieces with this option checked. The system would total the previously posted IP transactions for that operation step and for that work order and add them to what is currently being posted and then compare that quantity to the projected finish quantity of the work order in TIW WorkShop. If the IP transaction would cause an exceeding quantity of IP than a warning message is generated for that transaction stating that the "IP Exceeds Projected Quantity".

To link to the HourGlass GDCS™ data collection system, you must check the "Use GDCS import routine?" box. Then, enter the path where the GDCS Data is stored in the GDCS Path field. (i.e. F:\HOURGLAS\GDCS\DATA) When this option is used, the Import Transactions, imports the TRX.DTA file from GDCS path instead of the DATA.TXT file which would be in the Unity company directory.

Time Module Setup

If the Shop Floor Module is not installed you need to specify the path to your accounting software system directory. Enter the path where your accounting software system directory is located in the Accounting System Path Field under the Accounting tab. Next, you will need to specify the accounting system company you wish to link the time module to.

Remember to only link to an accounting system company once. There should be a one to one relationship between your accounting software companies and Unity. Also, note that if the Shop Floor software is installed you will not need to select a company or enter the Accounting System Path. The software will do this automatically.

The payroll export file selection allows you to choose whether or not you wish to only create a .DBF table when creating the external posting file or if you would like to also create an ASCII text file at that time, or you have the option to export to ABRA Payroll. The flat ASCII text file that is created can be used for posting into payroll systems such as Ceridian.

The Department pull-down field allows you to select which Organizational level will be used as the department designation for employees. You decide which of the 5 Org. Levels you would like to use to hold the department. This Org. Level will then be used during DT (Department Transfer) transactions in the Time Module.

The payroll company number and export file name refer to the ASCII text file that would be created when using the ASCII text file export option. The company number gets referenced in the file and the export file name is the name used when creating the ASCII export file. The payroll company number is also used to specify which company number ABRA Payroll transactions should be posted to when exporting to ABRA Payroll. When exporting to ABRA Payroll you will need to enter the 3 character ABRA company code in this company number field.

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Finally, if you will be creating an ASCII file when creating your external posting, you must specify the path in the Export File Path field. If you are importing/exporting to ABRA you will specify your ABRA data path in this field. A typical ABRA data path would look something like this:

G:\ABRASUITE\PROGRAMS\DATA\

Deleting a Company

The delete button on the Setup screen allows for deleting a company. As a safety measure, deletion of the currently selected company is not allowed. If you wish to delete a company you must first select another company by using the Select Company function from the File menu. After choosing to delete a company, you can optionally choose to destroy that company's data directory.

Warning: *Selecting the Destroy Data option deletes all files in this company's data directory specified in the Unity Data Path field. It then removes the directory after the files have been deleted. Please use caution while using this function of Unity.*

Implementation Checklist

Below is a checklist of items to complete once you have installed the Unity software:

†	#	Implementation Checklist
	1.	Start Unity for the first time and complete the company setup screen.
	2.	Setup User Security from the User Maintenance screen. (Optional)
	3.	Setup Pay Types. (Time Module Only)
	4.	Setup Pay Rules. (Time Module Only)
	5.	Setup Schedules. (Time Module Only)
	6.	Setup Organizational Levels. (Optional)
	7.	Setup Employees from the Employee Maintenance. Employees can be added directly or imported from ABRA or TIW WorkShop if linked to one of those systems.
	8.	Begin Using the Unity System!

Searches

One of the features built into the Unity system is our incremental search utility. The incremental search actually looks for the item you are searching for as you type.

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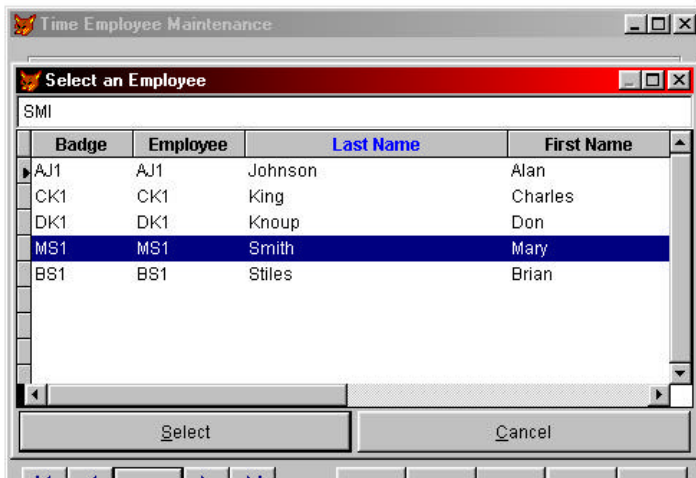


Figure 1.1 Search Utility

You can change the search order by clicking on the column heading. Once you have found the record you want. You can double click the item, press enter while the item is highlighted, or click on the Select button to choose that record.

Pop-Up Calendar

There is a handy pop-up calendar that can be accessed by Double-Clicking on any date field throughout the Unity system. The pop-up calendar gives the user a month by month view. You can change the month that you are viewing by clicking on the month drop down at the top right of



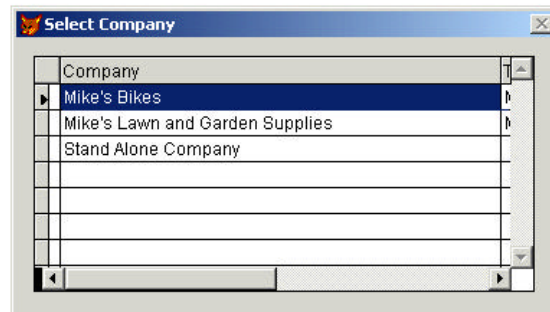
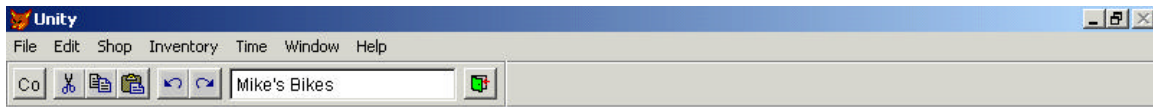
Figure 1.2 Pop-Up Calendar

the screen and then selecting a month. You can change the year by clicking on the year drop down at the top right of the screen and then selecting a year.

Clicking on any date on the calendar will select that date. To quickly move to the current day's date, click the "Today" button at the bottom of the screen. To exit without selecting a date, click the "Exit" button at the bottom of the screen. To select the date chosen click the OK button and you will be returned to the original date field.

Chapter 2 – System Module

Selecting a Company



Unity
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Figure 2.1 Selecting a Company

When more than one company is setup, you have the option of selecting a company when you first start Unity. Once you have started Unity you may change companies by choosing the "Select a Company" option from the File menu or by pressing the button labeled "Co" on the toolbar.

Terminal Emulation

The terminal emulation screen (see Figure 2.2) is designed to emulate the Computerwise ET215 and TT5 data collection terminals. It can also be used as a data entry point. With a bar code wedge scanner and the Terminal Emulation a PC can easily be used as terminal for the purpose of collecting data. The alpha-numeric keys on the terminal emulation screen are there to represent the look of the terminal, but the actual PC keyboard is used for numeric and character input to this screen.

The IN, OUT, OUT FOR LUNCH, and IN FROM LUNCH buttons are used for their corresponding time and attendance transactions (ID,OD,OL,IL). The YES and NO buttons can be used to answer questions that are displayed, such as "Transaction Again?" Furthermore, the CLR TRAN button can be used to cancel a transaction that is currently being input.

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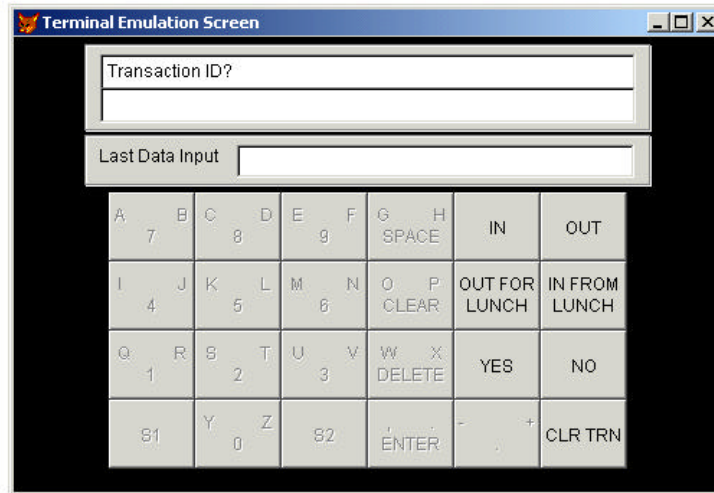
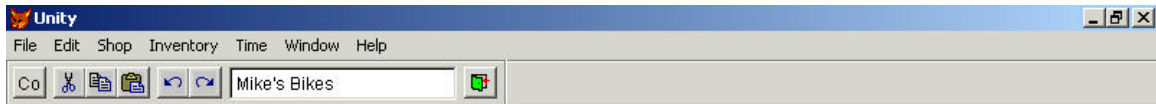


Figure 2.2 Terminal Emulation Screen

Open Transactions

The Open In Transactions screen shows all of the current “In” transactions for the selected company where the employee has clocked in, but has no yet clocked out. This screen is a tool which can be used a couple of different ways. One use of this screen is to visually see which work orders are currently being worked on and which employee’s are working on them. It gives a quick snapshot of what your employees are currently working on. Another use of this screen is to find errors where employee’s clocked into a job but never clocked out.

Additionally, this screen can be used to quickly clock out of a job which you are clocked into. For example if you did a LCI transaction in the morning and wanted to clock out of it write now. You could find the LCI transaction displayed on the list and double-click on it.

By double-clicking on any transaction on this list you will open the clock out screen. This screen appears with a default of the current date and time. If you wanted to post the LCO at the current date and time, you would simply click the OK button. Otherwise you can optionally change the clock out date and/or time on this screen and the press the OK button.

Information displayed in the Open In Transactions grid can be filtered by checking the appropriate boxes at the top of the screen and then clicking on the refresh button in the lower left corner of the screen. You may filter the date by the following transactions: LCI, LMI, LII, LSI, LDI, UWI, ID.

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Packing and Reindexing

“Packing and Reindexing” is done by selecting the Pack and Reindex option from the File/System Tools menu. Packing and Reindexing removes deleted records and rebuilds index files for the currently selected Unity company's data tables. Please see the data dictionary in Appendix A of the User's Manual for more information regarding data tables.

This is a single user function. You MUST be the only user in Unity when using this utility.

Note to developers: Unity will delete the compact index file (.CDX) for each table and then re-create that index file during this Pack and Reindex process.

Security – User Maintenance

Unity includes optional user level security. To turn on the user level security simply add users through user maintenance. You will find the “User Maintenance” option under the File/Users menu. User names are entered in all upper case letters. The password, however, is case sensitive for added security. So, if the password is entered in here in all lower case, all upper case, or mixed case, than it must be entered that way when logging into the system.

There are 3 levels of access. The first is Unlimited, which gives the user the ability to access, view or change information. The next is Read-Only, this option gives the user the ability to access or view information only. Read Only access does not allow changes, additions, or deletions. Finally there is No Access, which limits the user's access to the given function. You can set up access levels for the following features of Unity:

System Module

User Maintenance

Company Setup

Access FoxPro

Terminal Emulation

Modify Reports –Used to protect the Modify Report and the Modify Label options.

Import Data

Shop Floor

SF Transactions - Includes items in the Shop/Transactions and Shop/Maintain menus.

SF Employee Maintenance - Includes the Employee and Organization Levels Maintenance.

SF Labor Rates – Protects the Employee's Hourly Rate field.

SF Reports – Includes all reports in the Shop/Reports menu.

Time

TI Transactions - Includes items in the Time/Transactions and Time/Maintain menus.

TI Employee Maintenance - Includes the Employee and Organization Levels Maintenance.

TI Reports – Includes all reports in the Time/Reports menu.

If you decide later you wish to disable the user level security, simply delete all of the users through the user maintenance screen. Once all of the users are deleted, you will no longer need a user ID or password to log in. Please note that without security in place users have unlimited access to all functions within the Unity system.

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Active Users

By selecting Active Users from the File/Users menu you can see which users are currently logged in and the time that they logged in. Clicking on the printer icon, which is found on the Print Preview Toolbar, will print this report on your Windows default printer.

Clear Active Users

If a user abnormally exits the system it may appear on the Active Users display that they are still logged in or that they are logged in more than once. To clear all users from the active list choose Clear Active Users from the File/Users menu. There should only be one person in the system when using this option.

Modify Report

This option, which is available under the File/System Tools menu, can be used to modify the reports in Unity. Please note that knowledge of the Visual FoxPro? report writer is required for this function. Please refer to the Microsoft Visual FoxPro documentation for more details.

Any of the report forms within Unity can be modified using this option. Please note that the name of each report is printed in the upper right corner of each report.

Modify Label

This option, which is available under the File/System Tools menu, can be used to modify the labels in Unity. Please note that knowledge of the Visual FoxPro? report writer is required for this function. Please refer to the Microsoft Visual FoxPro documentation for more details.

Label forms are used rather than report forms for reports which require columnar data, such as the Transaction Code Listing and the Employee Badges. Any of the label forms within Unity can be modified using this option.

Access FoxPro

This option allows the operator direct access to the FoxPro program. Different levels of operation are available depending on whether the FoxPro Runtime version is being used or the FoxPro Development package has been installed. This option is found under the File/System Tools menu. Please refer to the Microsoft Visual FoxPro documentation for more details.

Warning - *Extreme caution should be used with this function. Only qualified operators should have access to this feature.*

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Chapter 3 – Shop Floor Transactions

Understanding Transactions

Unity Shop Floor transactions are very similar to the transactions in TIW WorkShop. Familiarity in the TIW WorkShop transactions will be helpful in understanding the Unity Shop Floor transactions. The labor transactions for Unity vary from the standard TIW transactions by adding an "I" or an "O" to the end of the code (i.e. LCI, LCO, etc.). The "I" stands for In and the "O" stands for out.

Additionally, there are two new transactions; LCQ and UWQ. The LCQ transaction is a combination of an LCO and IP transaction. When the external post file is created by Unity, it creates a separate LC and IP transaction in the EXTPOST.DBF for each LCQ transaction (and matching LCI). The UWQ transaction is a combined UWO and IP transaction. When posted to TIW's EXTPOST.DBF external posting file, Unity create a separate UW and IP transaction.

Also, Unity automatically creates a WorkShop OS transaction if one has not already been created for a given Work Order and Route Step. If a transaction other than OS is entered, Unity verifies that the step has been started. If it has not been started an OS transaction is posted to the given Work Order and Route Step.

Shop Floor Transaction Types

FG	Finished Goods
IP	In Process
LA	Labor All
LCI/LCO	Labor Cycle In/Out
LDI/LDO	Labor Downtime In/Out
LII/LIO	Labor Idle In/Out
LMI/LMO	Labor Maintenance In/Out
LSI/LSO	Labor Setup In/Out
LCQ	Labor Cycle Out with Quantity (IP Transaction)
MA	Material Issue All
MB	Material Backflush
MI	Material Issue
MP	Material External Process
MR	Material Return to Stock
MS	Material Scrap
MU	Material Undo Issues All
MX	Material Undo Issue
OC	Operation Complete
OS	Operation Start
UWI/UWO	Usage Work Center In/Out
UWQ	Usage Work Center Out with Quantity (IP Transaction)
XQ	Change Quantity

Run Monitor

By selecting the Run Monitor option from the Shop/Transaction menu, you invoke the data collector download monitor. This option works with the Videx LaserLite Pro™ data collection units. It continually checks the attached base stations for data to be downloaded. As soon as one of the data collection units is inserted in the base station the data is transferred from the data collection unit to the PC. Be sure to select the appropriate communications port and input device. Clicking the Monitor button will initiate the monitoring function.

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Importing Transactions

By running the monitor, a text file is created called DATA.TXT. If you are linked to GDCS™ it will use the GDCS™ text data file instead (TRX.DTA). The transaction import function brings the transactions from this ASCII text file to the Preview EXTPOST table. The system then attempts to build the EXTPOST file based on those transactions.

Note: *If you are using the Real Time Polling (TNET or Ethernet editions) module it is not necessary to use either the monitor or import functions.*

If you have multiple companies, the import routine interprets the work order number from the printed bar code work order report to determine which company to post transactions to. The first two digits of the work order bar code on the report represents the Unity Company ID. The transaction is then posted into the appropriate preview external post file.

After transactions are posted in the preview external post file, it then will attempt to post the transactions into the external post file for the current selected company.

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Previewing External Post

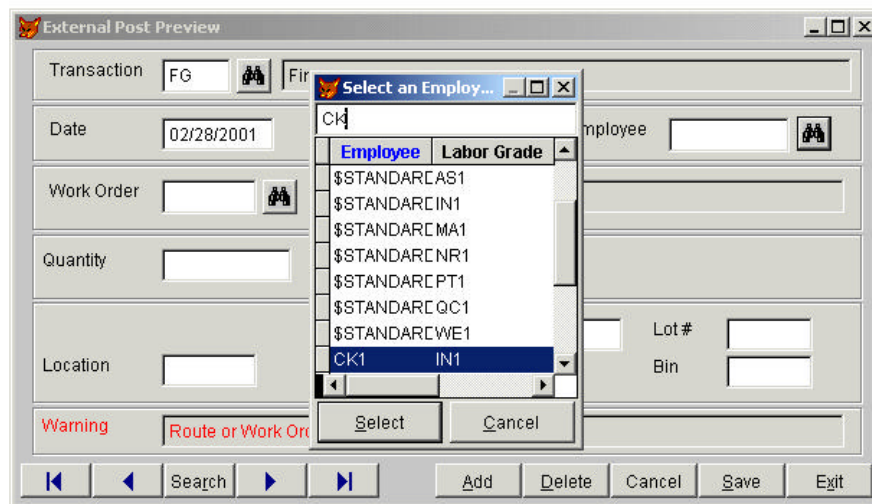
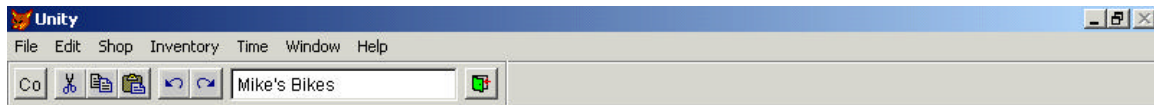


Figure 3.1 Preview External Post

The Preview External Post option can be found on the Shop/Transactions menu. All invalid transactions found by importing or creating external post can be reviewed and edited here. You can also add new transactions by hand here. Once you have corrected invalid transactions you can try to build the external post again by using the Create External Post option from the Shop/Transactions menu.

Create External Post

The Create External Post option can be found on the Shop/Transaction menu. Attempts to build the External Post file by validating transactions in the Preview External Post file. Any invalid transactions found by creating external post can be reviewed and edited by selecting Preview External Post from the transaction menu. Valid transactions can be reviewed and edited by selecting Maintain External Post File from the transaction menu.

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Maintain External Post File

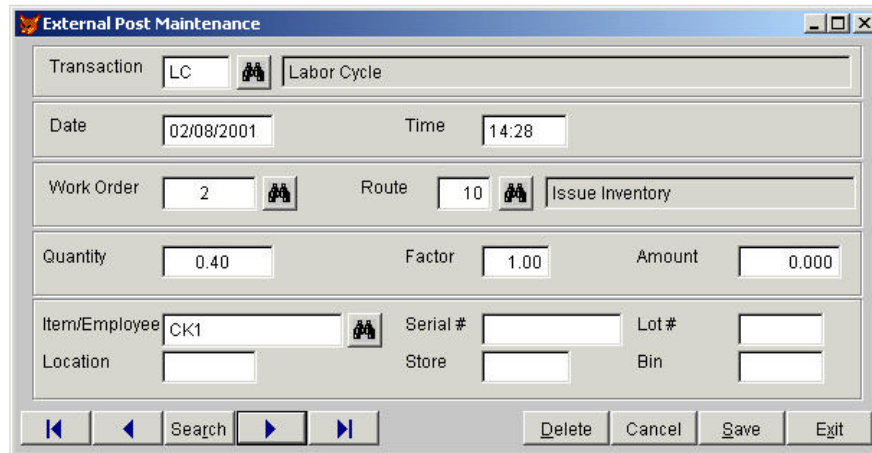
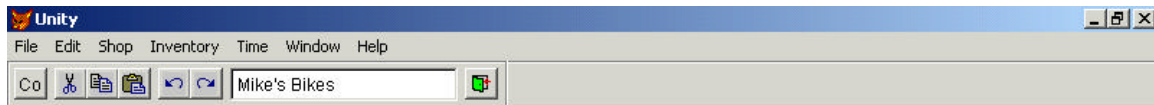
A screenshot of the 'External Post Maintenance' dialog box. It contains several input fields and buttons. The fields are: Transaction (LC), Labor Cycle, Date (02/08/2001), Time (14:28), Work Order (2), Route (10), Issue Inventory, Quantity (0.40), Factor (1.00), Amount (0.000), Item/Employee (CK1), Serial #, Lot #, Location, Store, and Bin. At the bottom, there are navigation buttons (back, forward, search) and action buttons (Delete, Cancel, Save, Exit).

Figure 3.2 Maintain External Post File

The Maintain External Post File option can be found on the Shop/Transaction menu. This is the final maintenance screen before information is posted to TIW Workshop™. Any changes to the file or deletions can be done here before posting to TIW Workshop™.

Changes made to the External Post file from this screen are recorded in the Unity transaction history. Please note that if you make changes to the external post file from TIW Workshop, those changes will not be reflected in the Unity transaction history.

Chapter 4 – Shop Floor Maintenance

Maintain Work Orders

Depending on whether or not you are linked to a manufacturing system, this screen can work as a valuable inquiry tool only or it can be the area where you can enter and maintain work orders. For stand alone operation this screen doubles as a maintenance screen where work orders and operation steps can be added to the system. When linked to TIW WorkShop this screen acts as a powerful inquiry tool.

You can look up work orders by using the search button in the lower left corner of the screen. The Unposted and Posted Transaction tabs show the unposted and posted transactions that have been entered for this work order respectively.

To add a new work order, first select the Header tab and then click on the Add button. This will create a brand new work order. Once you have finished entering data on the header page, save the new order by clicking the Save button. To add operation steps to the detail portion of the work order, click on the Detail tab and then click the Add button. This will allow you to enter a detailed operation step into the grid. The Add button can be used to add additional steps. To add raw material requirements for this work order, click on the Material tab and then click the Add button. This will allow you to enter the material information in the grid. The Add button is then used again to add additional items to this list.

The Copy button provides for making a copy of the currently selected Work Order. The work order header information as well as operation detail and material requirements are all copied to a new work order. You will need to assign the newly copied order a new work order number. Also all date fields are reset when you copy the order so that you can enter new order start date, needed by date, and completed date. Also all items on the material tab are reset to show no usage for the new order.

Maintain Employees

You can maintain your employee file by selecting the employee maintenance option from the Maintain menu. Employees can be added from either the Shop Floor module or Time module if both modules are installed. The same employee list is shared between the two modules.

Note to Developers: Unity uses a single table called UNEMPLOY.DBF for both the Time and Shop Floor modules. This UNEMPLOY.DBF table holds all of the employee records for a given company.

The Hourly Rate field refers to the rate used for this employee when posting Labor transactions. This field is not necessary if the TIW Cost module is being used. If you wish to use standard labor rates, a labor grade with an employee number of \$STANDARD and a rate per hour must be entered for each labor grade. This is the rate used when posting standard labor transactions.

The employee badge field reflects the badge number that this employee will use when creating transactions. The Mfg Employee # is the employee's number as it is found in the Manufacturing software. If linked to TIW WorkShop with the cost module installed this would be the employee's number in the Cost module.

A labor grade with an employee badge number and rate per hour should be created for each employee. An employee badge cannot be duplicated. Even if you are using multiple companies, it is important to note that the system will not allow the same employee badge # to exist in more than one company.

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If using standard labor rates, the \$STANDARD employee hourly rate is usually the average of all rates in that grade.

Max. Job Time field is a setting on each employee record, which specifies the maximum time (measured in hours) an employee can work on a single labor transaction. This maximum job helps to validate transactions. If a labor time exceeds this time limit, the labor in transaction and labor out transaction are not matched up. This prevents an event such as the following being posted with an improperly calculated time: An employee clocking into a job on one day, forgetting to clock out on that job later that day, then forgetting again to clock back into the same job the next day, and then later the second day clocking out of the same job. Without the Max. Job Time, the system could allow a scenario such as this one to be posted with an enormous labor time calculation. If the Max. Job Time is set to limit the maximum size of a single posting it can eliminate a transaction such as the above from occurring. Typically the Max. Job Time is set to a number of hours equal to or less than the amount of time the individual works on a typical shift.

The Org Level fields can be used to designate such things as department, group, cell, etc. that this employee is part of.

WorkShop Synchronization option allows you to synchronize your Unity employee table with the employee's that are set up in the TIW WorkShop Cost Module. This will add any employees that do not already exist and will update labor grade, grade description, and hourly rate for any employees that are already in the Unity file.

Organization Levels

The Organization Level Maintenance screen allows you to setup your company's organization levels. These organization levels can be used to track employees by department, group, cell, etc. You can set up many codes for each organization level. The levels are 1 through 5.

Maintain Transaction History

Displays all previously posted transactions. You can also use this screen to search for previously posted transactions. If you wish to Maintain Transaction History, select that option from the Maintain menu.

Item Master File

The Item Master File selection on the Shop/Maintain menu provides a convenient way to: View the inventory files of the accounting system or manufacturing system to which Unity is linked or to add/maintain inventory items when not linked. One inventory record at a time is displayed with much of the critical information that might be useful in manufacturing.

When selected, the Item Master File screen displays the first part number in the file. The file is organized by part number in ascending order.

Select the Add button to add a new part number. When finished, select the Save button to retain the information. The search button provides a way to search for items by part number or by description.

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Load OS and Application

Loads the operating system and data collection application on the Videx LaserLite Pro™. It also specifies the units ID #. You have a choice of several different applications that can run on the data collection unit. Each option will track varying levels of location information, lot numbers, or serial numbers.

The "Transaction Again" feature enables the user of the Vide LaserLite Pro the ability to enter repetitive data more quickly. With transaction again set to "yes", the Videx will keep asking the user for more data when entering repetitive transactions such as the MI or MR transactions where multiple items may be entered at one time for the same work order operation. When the operator is done entering items they can press the F1 key on the Videx to get back to the original Transaction ID prompt.

Chapter 5 – Shop Floor Reports

Print Work Order Report

Choose the Print Work Order Report option from the Shop/Reports menu to print the bar code work order report. The work order report is sometimes referred to as a “traveler” or “shop paper.” It can be printed with or without the material. You can also limit to a range of work order numbers or by work order start date. Leaving the range fields blank will include all orders.

On the Work Order Report the Company ID, Work Order #, and Operation # have been combined into one bar code next to the printed operation #. This allows for faster data entry, by eliminating two extra scans.

Preview External Post Report

Choose the Preview External Post Report from the Shop/Reports menu to print or preview this report. The preview external post report shows the transactions records in the preview external post file by Work Order Number, Route Step Number, and Transaction ID.

External Posting Report

Choose the External Posting Report from the Shop/Reports menu to print or preview this report. The external posting report shows the transactions records in the External Posting file by Work Order Number, Route Step Number, and Transaction ID.

Employee Performance Report

Choose the Employee Performance option from the Shop/Reports menu to print or preview this report. The employee performance report compares the actual employee's performance against the standards that are established in the TIW WorkShop route file for Labor Cycle/Setup times. The report is sorted by the employee's badge number. You can also select a single or multiple employees by using either the “Select” or “Multiple Select” buttons next to the employee field.

It only shows completed route steps, where an OC transaction has been posted, unless you select the “Show Incomplete Steps” option. The report totals all of the LC/LS transactions for the given employee, work order, and route step to determine the actual time. The report totals all of the IP transactions for the given employee, work order, and route step to determine the quantity. The information on this report comes mainly from the transaction post history file in Unity.

The Cycle/Setup option allows you to show performance based on Labor Cycle times or on Labor Setup times. Please note that the setup performance is based on the setup time for the entire order rather than by the quantity that are produced. So if the report is run for setup time, the IP transactions are not a factor.

Transaction History

Choose the Transaction History option from the Shop/Reports menu to print or preview a list of posted transactions. The report can be filtered by work order number, date range, or employee badge ID. If the Order By “Employee” option is selected, the report will be ordered by employee and then by work order number. If the Order By “Work Order” option is selected the report will be ordered by work order number. The Transaction History report can be run in detail or summary

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format. In the detail format all of the individual transactions will be printed. In the summary format only the totals will be printed.

Employee List Report

The Employee List Report, found on the Shop/Reports menu, prints a list of Employees with all of the information which is recorded in the employee maintenance screen. The Employee List Report can be filtered by employee badge number, and any of the organizational levels.

Employee Badges

Choose the Employee Badge option from the Shop/Reports menu to print Employee Badges complete with bar code. You also have the option to preview this report before printing it. The employee badge can be filtered by employee badge number, labor grade, and any of the organizational levels.

Transaction Code List

Choose the Transaction Code List option from the Shop/Reports menu to print or preview a list of Unity Transaction Codes with descriptions and bar codes. By typing all or part of a transaction code you can limit the number of codes that print on the report.

Chapter 6 – Time Transactions

Transaction Error Maintenance

Occasionally it is possible for erroneous transactions to be passed through by the data collection system (i.e. Real Time Polling) that has an improper employee badge or some other error. Any transactions with an error flagged can be found on this screen. The Transaction Error Maintenance allows for correcting these transactions that they may be properly calculated later on. The Transaction Error Maintenance can be found under the Time/Transactions menu.

Edit Transactions

Edit transactions allows you to view and edit both raw punches as well as calculated information by employee. This two-page screen has a transactions page, which contains the raw clock data, and a second page that shows the calculated payroll information. Additionally, the bottom of the screen gives a summary of the total hours worked by this employee over the past 3 months that they worked.

To edit transactions or calculations click on the transaction then click the override button at the top of the screen. Once a record has been edited, the source for that record will be replaced with an asterisk (*) plus the user login ID. If a record is edited more than once it will keep adding the new user login ID to the front of the source. Once a transaction has been edited, the system locks the edited time so that it will not be rounded the next time that the transactions are calculated. So, if you manually edit a transaction it will override the rounding rules established in the Pay Rule.

If a transaction or calculation is generated from the time clocks or are calculated by the system they show in black. If a calculation is added manually it shows in green. If a transaction or calculation is edited it shows in red. If a calculation is edited the system assumes you have entered the calculated time you want and will not recalculate the manually edited time.

The "Calculate" button at the bottom of the screen will re-calculate the transactions for the currently selected employee. This button can be used after you have made changes to an employees transactions to see what their new calculations will be. The "Print" button is used to print the Employee Time Card Report and will bring up the Employee Time Card Report screen.

Transactions

Transactions will automatically come in from the Unity Real Time Polling software and can be viewed, changed, and added per employee from the transaction page.

Transaction Types

ID	In for Day
OL	Out for Lunch
IL	In for Lunch
OD	Out for Day
DT	Department Transfer

The Date field is the actual time that the employee clocked or the time for the transaction you are adding. The rounded field is a calculated field that is calculated when you run the calculate posting from the Time/Transactions menu. When adding transactions the transaction fields should be filled in, but when editing transactions the rounded fields should be edited. This will allow you to see the person actual punch but will override the rounding. When a transactions has

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been edited it will no longer be adjusted when calculating. If a calculation has been edited the system will no longer adjust the corresponding transactions because it is assumed that the person adjusting the calculation wants to dictate the amount of time that person worked for a given day. The source field is either the USER if the punch was manually entered or edited or blank if it has come from the terminal. The Org Level fields are populated by the Calculate Posting procedure and come directly from the employee maintenance screens, with the exception of the DT transaction. An organizational level is designated in the company setup screen to be the "department" level. This level is then used for DT transactions to designate the department, which the employee is transferring to. If a set of transactions is not matching up because the total time has exceeded the Max shift length. You can click the override max shift check box and the system will then match the transactions and ignore the max shift setting.

Calculated

The Calculated page shows the period calculation from the transaction tab or manually added calculated transactions like vacation or sick days. The pay type field is populated from either the pay rules or in the case of a manual posting it would come from the pay type screens. The date field is the beginning date for transactions and in the case of manually entered transactions it's the date you enter. The Hours field is the number of hours with two decimals of precision.

Calculate Postings

The calculate postings feature found under the Time/Transactions menu is used to calculate employee time. The calculate postings calculates employees transactions taking into consideration rounding rules established in pay rules, overtime calculation, lunch time rounding, etc.

Add Transactions

To add multiple transactions or calculations in Unity, use the Add Transactions function. This function is a convenient way to add holiday time, plant shutdowns, and any other time that you would want to add the same transaction or calculation to multiple employees.

To add transactions for employees, you select "Transaction" in the first pull down at the top of the screen. Next you specify the transaction type to be added (i.e. ID, OD, etc.). Now you can specify the date and time of the transaction. There are a variety of filter options including; badge number, organizational levels, and employee job code.

For calculations you would select "Calculation" in the first pull down at the top of the screen. Next you specify the date, pay type, and total hours to be added for this calculation. And again there are a variety of filter options including; badge number, organizational levels, and employee job code.

Post Transactions

Post Transactions option creates the external posting file. Depending on your company setup, this will either create a .DBF table file or an ASCII text file. When linked to ACCPAC Pro Series

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or VisionPoint payroll system it will create the External Payroll Posting file for them. When linked to ABRA it will create the ABRA posting file.

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Chapter 7 – Time Maintenance

Pay Types

The Pay Type maintenance screen is accessed through the Time/Maintain menu. Pay Types should be added to this table before adding pay rules or employees. Keep in mind that these pay types should match the pay types defined in your payroll system if you should choose to link to a payroll system.

The following table shows some typical Pay Types:

Description	ACCPAC Pro Series	ACCPAC VisionPoint
Hourly Regular	REGULAR	HR
Hourly Overtime	OVERTIME	HO
Hourly Double Time	DOUBLETIME	HD
Hourly Sick Time	SICK	HS
Hourly Personal Time	PERSONAL	HP
Hourly Vacation Time	VACATION	HV
Hourly Holiday	HOLIDAY	HH

Pay Rules

Multiple pay rule should be created for any group of employees that have the same rounding rules and pay types.

Rounding

There are two common settings for each rounding, Rule and Min.

Rule - can be set to the Closest, Forward or Backward.

Min - can be any given number of minutes that you want to round to.

Rounding Types

Rounding can be done either per transaction or per day. Either type can be set to round to schedule on the in for day punch and/or the out for day punch. All Early in and/or late out transactions will be round to the schedule if the round to schedule flag is checked. The transfer point is the defining time between early or very early transactions or late and very late transactions.

For instance, lets suppose that a pay rule is set up to round to schedule and the early in transfer point is set to 22. The person is scheduled for 8:00am and they clock in at 7:35 am. The system will not round the transaction to the schedule, however if the clock in had been at 7:39 am they would have been rounded to the schedule.

Lunch/Regular

Lunch can be auto deducted at any give number of minutes. Once the standard lunch minutes are set, that amount will be automatically deducted each day. If the employee clocks in and out for lunch and is less than the auto deduct amount it will deduct the auto deduct amount. On the other hand if the lunch is longer than the auto deduct amount it will use the lunch rounding rules to determine the deduction amount. Both the in for lunch and out for lunch punches can be

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rounded differently. Both the out for lunch and in from lunch transactions can be rounded according to the rule and min. settings you use on this page. Additionally there is a "None" option for the out for lunch and in from lunch rules if you wish to not round the lunch time transactions at all.

The regular pay type is the default pay type for this group of employees.

The Max shift length designates the maximum time an employee would have between their in for day and out for day punches. It is then used during the calculation process to determine if an employee has missed a punch. For instance if they clock in at 8:00 am and then there is a out for day punch at 12:00 pm and the max shift length is set to 12, it will flag the in for day punch that there is a missing clock out punch and it will flag the out for day punch that there is a missing clock in punch. The minimum number of minutes that are worked before a lunch is deducted should be entered. For example, if an employee has to work 3 hours before getting a lunch break this setting would be 180.

Overtime

You can set overtime to be calculated per day or per period. For Per day Overtime calculations, simply set the number of hours at which overtime should start each day and what pay type should be used for overtime. Per Period Overtime will also need the period length, either weekly or biweekly, and a start date. The start date should reflect the day of the week that your overtime period should start on. This date should be at least one week prior to your first transactions. This date is set once and should not need to be updated again.

Schedule

A Schedule should be created for every group of employees that have the same schedule. Every employee must be assigned a schedule.

Rollover should be checked any time the schedule has a predictable trend. The roll days are the number of days it takes for that trend to repeat. For example if someone works Monday through Thursday the first week and Tuesday through Friday the second week, you will check the Rollover and you will put 14 in for the roll days. If you have a standard weekly schedule, leave the Rollover unchecked.

The add new date button will add a day in this schedule. You can then enter the start date and time and the end date and time. The day will automatically fill in. Remember when entering dates that you must type in the full 4 digit century. Once the schedule is in place and you would like to advance the schedule, just click on the advance schedule button. This will add the next set of dates to your schedule. If rollover is checked it will add the number of days indicated in the roll days field. If rollover is not checked it will simply add the next week to the schedule based on the last week entered in the schedule.

Employee Maintenance

The Employee Maintenance screen is accessed through the Time/Maintenance menu. Employee badge number represents the employee's number for data collection purpose. This is the number which should be bar-coded on the given employee's badge.

Employees must be assigned a pay rule and a schedule. Employees must also be set to status: Active in order for their transactions to be processed in the system. Transactions posted by inactive employees are not calculated.

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The optional Org. Level fields allow you to categorize employees by Organization Levels. This might be used to indicate which department, group, cell, etc. that the given employee may be a part of.

ABRA Import

For users of the Best Software ABRA Payroll system they will find the ABRA Import function useful. This feature found under the Time/Maintenance menu is used for importing employee data from ABRA Payroll. The employees are imported from the ABRA Payroll employee file into the Unity employee file.

Organization Levels

The Organization Level Maintenance screen allows you to setup your company's organization levels. These organization levels can be used to track employees by department, group, cell, etc.

Chapter 8 – Time Reports

Transaction Report

The transaction report can be found on the Time/Reports menu. The transaction report shows employee transactions for a given time period. You can optionally limit the report to a single employee and/or have it display only those transactions that have errors. The transaction report can be filtered by organizational levels. The transactions are populated with the default organizational levels that are entered on the employee maintenance screen when the transactions are calculated.

Employee Attendance Report

The employee attendance report can be found on the Time/Reports menu. The attendance report shows employee attendance each day by schedule. It can optionally show only those employees that are absent. The attendance report can be filtered by the organizational levels which have been entered on the employee maintenance screen.

Time Card Report

The time card report can be run from the Time/Reports menu. The time card report shows employee time by pay type for a given period of time. The organizational levels that are entered on the transaction screen can be used to filter the time card report. When the History box is checked, the time card report uses the history file rather than looking at the current transactions.

The Report Form option provides 3 different report styles: Standard, One Employee Per Page, and Summary. The Standard report shows full daily time details for each employee and their pay types, sorted by employee badge number. The One Employee Per Page option shows the same information as the Standard style except that a new page is started for each employee. The summary style shows just the summarized totals for each employee broken down by pay type, without showing the individual daily times for each employee.

Time Comparison Report

To view or print the Time Comparison report, select Time Comparison Report from the Time/Reports menu. The time comparison report shows employee time from the time module compared to labor time in shop floor module. The report can be filtered by employee badge number, date range, or organizational levels. The report can optionally be printed in standard summarized format or can be printed in detail.

Employee List Report

The Employee List Report, found on the Time/Reports menu, prints a list of Employees with all of the information, which is recorded in the employee maintenance screen. The Employee List Report can be filtered by employee badge number, hire date, and any of the organizational levels and can include all employees or just active or inactive employees.

Who's In Report

To determine which Employee's are currently logged into the system, the Who's In Report is used. The report is accessed from the Time/Reports menu. The report displays only those users

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who currently clocked in and have not yet clocked out. The Who's In Report can be filtered by employee badge number, and any of the organizational levels.

Who's Scheduled Report

The Who's Scheduled Report, found on the Time/Reports menu, prints a list of Employees and times they are scheduled within a specified time frame. The Who's Scheduled Report can be filtered by employee badge number and date range.

Employee Badges

Choose the Employee Badge option from the Time/Reports menu to print Employee Badges complete with bar code. You also have the option to preview this report before printing it. This report prints 2 columns of employee badges. The employee badges can be filtered by employee badge number, labor grade, and any of the organizational levels.

Chapter 9 – Inventory Transactions

Understanding Transactions

Unity Inventory transaction codes specify the type of action that is taken on the inventory. For example, an inventory issue reduces the amount of inventory on hand by issuing from a specified inventory location. While an inventory receipt increases the number on hand by receiving inventory into a specified location.

There are four basic transactions provided by the Unity Inventory module. Inventory Issue reduces inventory on-hand for a given item. Inventory Receipt increases inventory on-hand for a given item. Inventory Transfer moves inventory from one location to another. Physical Inventory Count records a new on-hand amount for a specified item. This will result in either an issue or receipt or no transaction depending on whether the Physical Inventory transaction is less than, greater than, or equal to the current on-hand amount for the specified item.

Inventory Transaction Types

II	Inventory Issue
IR	Inventory Receipt
IT	Inventory Transfer
PI	Physical Inventory Count

Preview Postings

The Preview Postings option can be found on the Inventory/Transactions menu. Raw data coming from importing transactions or postings directly from RTP or RTPe (Please see RTP or RTPe documentation if using the Real Time Polling software to gather data) arrive here. You can also add new transactions manually from this screen. If any transaction is found to be invalid while Posting Transactions a warning will be displayed on that record on this screen. Records remain in the Preview Postings file until they are valid and then posted to inventory or they are deleted. This screen then can obviously be used to correct invalid transactions. Once you have corrected invalid transactions you can try posting transactions again by using the Post Transactions option from the Inventory/Transactions menu.

Post Transactions

The Post Transactions option is used for posting the raw data from the Preview Postings file to the accounting system's inventory module. It validates all raw data, marking invalid transactions with a warning message and leaving them in the Preview Postings file. Valid transactions are posted to the inventory system. After running Post Transactions you may look at the Preview Postings screen or use the Inventory Preview Post Report to determine whether or not transactions were posted successfully. Any and all invalid transactions will remain in the Preview Postings file with the appropriate error message.

Run Monitor

By selecting the Run Monitor option from the Inventory/Transaction menu, you invoke the data collector download monitor. This option works with the Videx LaserLite Pro™ data collection units. It continually checks the attached base stations for data to be downloaded. As soon as one of the data collection units is inserted in the base station the data is transferred from the data collection unit to the PC. Be sure to select the appropriate communications port and input device. Clicking the Monitor button will initiate the monitoring function.

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Importing Transactions

By running the monitor, a text file is created called DATA.TXT. The text file is created in the company data folder. The transaction import function brings the transactions from this ASCII text file to the Preview Postings table.

Note: If you are using the Real Time Polling (TNET or Ethernet editions) module it is not necessary to use either the monitor or import functions.

If you have multiple companies, the import routine interprets the employee's badge number to determine which company to post transactions to. The transaction is then posted into the appropriate preview postings file.

Chapter 10 – Inventory Maintenance

Inventory Transaction History

Displays all previously posted inventory transactions. You can use this screen to search for previously posted transactions. Inventory Transaction History, is found as an option on the Inventory/Maintenance menu.

Item Master File

The Item Master File selection on the Inventory/Maintain menu provides a convenient way to: View the inventory files of the accounting system or manufacturing system to which Unity is linked or to add/maintain inventory items when not linked. One inventory record at a time is displayed with much of the critical information that might be useful in manufacturing.

When selected, the Item Master File screen displays the first part number in the file. The file is organized by part number in ascending order.

Select the Add button to add a new part number. When finished, select the Save button to retain the information. The search button provides a way to search for items by part number or by description.

Maintain Employees

You can maintain your employee file by selecting the employee maintenance option from the Maintain menu. Employees can be added from the Shop Floor module, Time module, or Inventory module (if those modules are installed). The same employee list is shared between all the modules.

Note to Developers: Unity uses a single table called UNEMPLOY.DBF for both the Time and Shop Floor modules. This UNEMPLOY.DBF table holds all of the employee records for a given company.

The employee badge field reflects the badge number that this employee will use when creating transactions.

The Org Level fields can be used to designate such things as department, group, cell, etc. that this employee is part of.

Organization Levels

The Organization Level Maintenance screen allows you to setup your company's organization levels. These organization levels can be used to track employees by department, group, cell, etc. You can set up many codes for each organization level. The levels are 1 through 5.

Load OS and Application

Loads the operating system and data collection application on the Videx LaserLite Pro™. It also specifies the units ID #. You have a choice of several different applications that can run on the

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data collection unit. Each option will track varying levels of location information, lot numbers, or serial numbers.

The "Transaction Again" feature enables the user of the Vide LaserLite Pro the ability to enter repetitive data more quickly. With transaction again set to "yes", the Videx will keep asking the user for more data when entering repetitive transactions such as the MI or MR transactions where multiple items may be entered at one time for the same work order operation. When the operator is done entering items they can press the F1 key on the Videx to get back to the original Transaction ID prompt.

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Chapter 11 – Inventory Reports

Print Item Labels

Inventory Item Labels with bar codes can be printed in a variety of formats by using the Print Item Labels option from the Inventory/Reports menu. Below is a list of the pre-defined label formats:

Description	Avery #
1" x 2 5/8" x 3 Labels	5160
1" x 4" x 2 Labels	5161
1 1/3" x 4" x 2 Labels	5162
1" x 2 5/8" x 3 Labels	5260
3" W X 1" L	
3" W X 2" L	
4" W X 2" L	
4" W X 3" L	
4" W X 6" L	

Inventory Transfer Orders

Inventory Transfer Orders option on the Inventory/Reports menu prints a copy of the Transfer Order complete with bar codes to be used as a warehouse document. This report can also be previewed to your screen.

Inventory Preview Post Report

Occasionally it is possible for erroneous transactions to be passed through by the data collection system. The Inventory Post Report when run after the Post Transactions option can be a great tool for reviewing those transactions that are invalid. This report can be ran at any time to see the transactions, which are currently in the Preview Postings file. It shows those transactions which have not yet been posted to the accounting system. The report can be filtered by document # (i.e. Inventory Transfer Order #), date range, employee badge #, or any of the 5 organizational levels.

Inventory Transaction History

As the name suggests, Inventory Transaction History report displays historical transaction data. The report can be printed or previewed and has a variety of filter options which include: document # (i.e. Inventory Transfer Order #), date range, employee badge #, or any of the 5 organizational levels. The data shown in this report has already been posted to the accounting system.

Employee List Report

The Employee List Report, found on the Shop/Reports menu, prints a list of Employees with all of the information which is recorded in the employee maintenance screen. The Employee List Report can be filtered by employee badge number, and any of the organizational levels.

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Employee Badges

Choose the Employee Badge option from the Inventory/Reports menu to print Employee Badges complete with bar code. You also have the option to preview this report before printing it. This report prints 2 columns of employee badges. The employee badges can be filtered by employee badge number, labor grade, and any of the organizational levels.

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Appendix A – Data Dictionary

Structure for Table: HRXTPOST.DBF

Description: Shop Floor History Transaction Posting Table

Field Name	Type	Width	Dec	Index	Notes
1 SONO	Character	8		Asc	Work Order #
2 OPNO	Numeric	3			Operation #
3 TRANCODE	Character	2			TIW Transaction Code
4 TRANDATE	Date	8		Asc	Transaction Date
5 TRANTIME	Character	5			Transaction Time
6 PART_EMP	Character	15			Part/Employee ID
7 QUANTITY	Character	10			
8 FACTOR	Numeric	6	2		
9 AMOUNT	Numeric	11	3		
10 STATUS	Character	60			
11 MISCINFO	Memo	4			Location, Serial #, Lot #
12 REMP	Character	9		Asc	Employee Badge
13 RDCU	Character	10			Not used currently
14 RTRANID	Character	3		Asc	Unity Transaction Code
15 RWARNING	Character	50			Unity Warning Message created when record is not posted into EXTPOST.DBF
16 RFLAG	Logical	1			Temporary Flag used during processing. At all other times it should be False.
17 RPOSTED	Logical	1			Marked true when a record is posted into EXTPOST.DBF
18 TRANNO	Integer	4			Transaction Number

Index Structure of Table: HRXTPOST.DBF

Structural CDX File: HRXTPOST.CDX

Index Tag	Expression	Filter
TRANDATE	TRANDATE	
SONO	SONO	
RTRANID	RTRANID	
REMP	REMP	
RTRANID2	RTRANID + SONO + STR(OPNO,3) + REMP + DTOC(TRANDATE) + TRANTIME	

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Structure for Table: ICHISTRY.DBF

Description: Inventory History Transaction Posting Table

Field Name	Type	Width	Dec	Index	Notes
1 DOCNO	Character	10			Document #
2 ORGNO	Character	6		Asc	Organization #
3 TRANCODE	Character	2		Asc	Transaction Code
4 TRANDATE	Date	8		Asc	Transaction Date
5 TRANTIME	Character	5			Transaction Time
6 ITEM	Character	15		Asc	Part #
7 QUANTITY	Character	10			
8 UFACT	Numeric	11	5		Unit of Measure Factor
9 COST	Numeric	15	5		
10 PRICE	Numeric	15	5		
11 SERIAL	Character	20			Serial #
12 LOCTID	Character	6			Location ID
13 STORE	Character	15			Store Location
14 BIN	Character	15			Bin Location
15 LOTNO	Character	8			Lot #
16 REMP	Character	9		Asc	Employee Badge #
17 RDCU	Character	10			Not Used
18 RWARNING	Character	50			Not Used
19 RFLAG	Logical	1			Temporary Flag used during processing. At all other times it should be False.
20 RPOSTED	Logical	1			Marked true when a record is posted into accounting system
21 LOCTID2	Character	6			Location Transferred To
22 STORE2	Character	15			Store Transferred To
23 BIN2	Character	15			Bin Transferred To
24 TRANTYPE	Numeric	1			Transaction Type

Index Structure of Table: ICHISTRY.DBF

Structural CDX File: ICHISTRY.CDX

Index Tag	Expression	Filter
TRANDATE	TRANDATE	
REMP	REMP	
ORGNO	ORGNO	
TRANCODE	TRANCODE	
TRANDATE2	TRANDATE	
REMP2	REMP	
TRANCODE2	TRANCODE + DOCNO + ORGNO + REMP + DTOC(TRANDATE) + TRANTIME	

Unity User's Manual

Structure for Table: ICRXPOST.DBF

Description: Inventory Preview Posting Table

Field Name	Type	Width	Dec	Index	Notes
1 DOCNO	Character	10			Document #
2 ORGNO	Character	6		Asc	Organization #
3 TRANCODE	Character	2		Asc	Transaction Code
4 TRANDATE	Date	8		Asc	Transaction Date
5 TRANTIME	Character	5			Transaction Time
6 ITEM	Character	15		Asc	Part #
7 QUANTITY	Character	10			
8 UFACT	Numeric	11	5		Unit of Measure Factor
9 COST	Numeric	15	5		
10 PRICE	Numeric	15	5		
11 SERIAL	Character	20			Serial #
12 LOCTID	Character	6			Location ID
13 STORE	Character	15			Store Location
14 BIN	Character	15			Bin Location
15 LOTNO	Character	8			Lot #
16 REMP	Character	9		Asc	Employee Badge #
17 RDCU	Character	10			Not Used
18 RWARNING	Character	50			Not Used
19 RFLAG	Logical	1			Temporary Flag used during processing. At all other times it should be False.
20 RPOSTED	Logical	1			Marked true when a record is posted into accounting system
21 LOCTID2	Character	6			Location Transferred To
22 STORE2	Character	15			Store Transferred To
23 BIN2	Character	15			Bin Transferred To
24 TRANTYPE	Numeric	1			Transaction Type

Index Structure of Table: ICRXPOST.DBF

Structural CDX File: ICRXPOST.CDX

Index Tag	Expression	Filter
TRANDATE	TRANDATE	
REMP	REMP	
ORGNO	ORGNO	
TRANCODE	TRANCODE	
TRANDATE2	TRANDATE	
REMP2	REMP	
TRANCODE2	TRANCODE + DOCNO + ORGNO + REMP + DTOC(TRANDATE) + TRANTIME	
TRANCODE3	TRANCODE +ITEM+LOCTID+ STORE+BIN	

Unity User's Manual

Structure for Table: ICTRLIST.DBF

Description: Inventory Transaction Code List Table

Field Name	Type	Width	Dec	Index	Notes
1 TRANID	Character	3		Asc	Transaction Code
2 TRANDESC	Character	40			Description

Index Structure of Table: ICTRLIST.DBF

Structural CDX File: ICTRLIST.CDX

Index Tag	Expression	Filter
TRANID	TRANID	

Unity User's Manual

Structure for Table: IMMASTER.DBF

Description: Inventory Master File

Field Name	Type	Width	Dec	Index	Notes
1 CLASS	Character	10			Item Class
2 CODE	Character	2			Item Code
3 COST	Numeric	12	3		Cost
4 DESCRIP	Character	35		ASC	Description
5 ITEM	Character	15		ASC	Item Number
6 ONHAND	Numeric	12	3		On Hand
7 UNITMS	Character	2			Unit of Measure

Index Structure of Table: IMMASTER.DBF

Structural CDX File: IMMASTER.CDX

Index Tag	Expression	Filter
ITEM	ITEM	
DESCRIP	DESCRIP	

Unity User's Manual

Structure for Table: REXTPOST.DBF

Description: Preview External Posting File

Field Name	Type	Width	Dec	Index	Notes
1 SONO	Character	8		Asc	Work Order #
2 OPNO	Numeric	3			Operation #
3 TRANCODE	Character	2			TIW Transaction Code
4 TRANDATE	Date	8		Asc	Transaction Date
5 TRANTIME	Character	5			Transaction Time
6 PART_EMP	Character	15			Part/Employee ID
7 QUANTITY	Character	10			
8 FACTOR	Numeric	6	2		
9 AMOUNT	Numeric	11	3		
10 STATUS	Character	60			
11 MISCINFO	Memo	4			Location, Serial #, Lot #
12 REMP	Character	9		Asc	Employee Badge
13 RDCU	Character	10			Not used currently
14 RTRANID	Character	3		Asc	Unity Transaction Code
15 RWARNING	Character	50			Unity Warning Message created when record is not posted into EXTPOST.DBF
16 RFLAG	Logical	1			Temporary Flag used during processing. At all other times it should be False.
17 RPOSTED	Logical	1			Marked true when a record is posted into EXTPOST.DBF

Index Structure of Table: IMMMASTER.DBF

Structural CDX File: REXTPOST.CDX

Index Tag	Expression	Filter
TRANDATE	TRANDATE	
SONO	SONO	
RTRANID	RTRANID	
REMP	REMP	
RTRANID2	RTRANID + SONO + STR(OPNO,3) + REMP + DTOC(TRANDATE) + TRANTIME	
TRANDATE2	CTOT(DTOC(TRANDATE)+” “+TRANTIME)	

Unity User's Manual

Structure for Table: SETUP.DBF

Description: Unity Company Setup

Field Name	Type	Width	Dec	Index	Notes
1 UID	Integer	4		Asc	Unity Company ID #
2 UCOMPANY	Character	40		Asc	Unity Company Name
3 UPATH	Character	254			Unity Company Data Path
4 TIWID	Character	8			TIW Company ID #
5 TIWCNAME	Character	40		Asc	TIW Company Name
6 TIWSY	Character	254			TIW System Path
7 TIWDATA	Character	254			TIW Company Data Path
8 SBTIC	Character	254			SBT IC Data Path
9 SBTID	Character	6			SBT Company #
10 SBTSY	Character	254			SBT System Data Path
11 SBTVERSION	Character	5			SBT Version #
12 STDRATE	Logical	1			Use Standard Labor Rates
13 GDCS	Logical	1			Import From GDCS
14 GPATH	Character	254			GDCS Data Path
15 SBTSO	Character	254			SBT SO Data Path
16 SBTPO	Character	254			SBT PO Data Path
17 SBTcname	Character	40			SBT Company Name
18 TIWVERSION	Character	5			TIW Version #

Index Structure of Table: SETUP.DBF

Structural CDX File: SETUP.CDX

Index Tag	Expression	Filter
UCOMPANY	UCOMPANY	
TIWCNAME	TIWCNAME	
UID	UID	

Unity User's Manual

Structure for Table: SFMATER.DBF

Description: Work Order Material List

Field Name	Type	Width	Dec	Index	Notes
1 OPNO	Numeric	3			Operation Number
2 PARTNO	Character	15			Item Number
3 QTY_ALLOC	Character	12			Quantity Allocated
4 QTY_ASSY	Character	12			Quantity Needed
5 QTY_REM	Character	12			Quantity Remaining
6 QTY_USED	Character	12			Quantity Used
7 SONO	Character	8		ASC	Work Order Number

Index Structure of Table: SFMATER.DBF

Structural CDX File: SFMATER.CDX

Index Tag	Expression	Filter
SONO	SONO	
SONO2	SONO+STR(OPNO,3)	
SONO3	SONO+PARTNO	

Unity User's Manual

Structure for Table: SFORDER.DBF

Description: Shop Floor Order Table for Stand Alone Operation

Field Name	Type	Width	Dec	Index	Notes
1 SONO	Character	8			Work Order #
2 PRIORITY	Character	1			Not Used
3 SALESNO	Character	10			Not Used
4 PARTNO	Character	20			Item #
5 PART_DESC	Character	35			Item Description
6 ROUTENO	Character	15			Route #
7 REVISION	Character	2			BOM Revision #
8 ROUTE_DESC	Character	30			Not Used
9 CUSTNO	Character	10			Not Used
10 COMPANY	Character	40			Not Used
11 SQTY	Character	12			Quantity
12 CREA_DATE	Date	8			Not Used
13 NEED_DATE	Date	8			Need Date
14 START_DATE	Date	8			Start Date
15 SCHED_DATE	Date	8			Not Used
16 ESHIP_DATE	Date	8			Not Used
17 COMP_DATE	Date	8			Completion Date
18 SHIP_DATE	Date	8			Not Used
19 EXP1	Character	40			Not Used
20 EXP2	Character	40			Not Used
21 REMARK1	Character	60			Not Used
22 REMARK2	Character	60			Not Used
23 INSTR1	Character	60			Not Used
24 INSTR2	Character	60			Not Used
25 SPLITSIZE	Character	12			Not Used
26 PLANDATE	Date	8			Not Used
27 AUTHORIZED	Character	10			Not Used
28 CANCELLED	Logical	1			Not Used
29 REV	Character	3			Not Used
30 COMPLETEBY	Character	10			Not Used
31 QDATE	Date	8			Not Used
32 BOMDATE	Date	8			Not Used
33 MISCINFO	Memo	4			Not Used
34 ASSY_ORDER	Character	1			Not Used

Index Structure of Table: SFORDER.DBF

Structural CDX File: SFORDER.CDX

Index Tag	Expression	Filter
CUSTNO	CUSTNO	
SALESNO	SALESNO	
PARTNO	PARTNO	
SFORDER	SONO	
SOHEADER	SONO	

Unity User's Manual

Structure for Table: SFROUTE.DBF

Description: Shop Floor Route Table for Stand Alone Operation

Field Name	Type	Width	Dec	Index	Notes
1 SONO	Character	8			Work Order #
2 OPNO	Numeric	3			Operation #
3 DESCRIP	Memo	4			Description
4 LOADCENTER	Character	5			Not Used
5 GROUPSIZE	Character	12			Not Used
6 SETUPTIME	Numeric	11	2		Not Used
7 CYCLETIME	Numeric	11	2		Not Used
8 START_DATE	Date	8			Start Date
9 START_TIME	Numeric	5			Start Time
10 COMP_DATE	Date	8			Completion Date
11 COMP_TIME	Numeric	5			Completion Time
12 OPSQTY	Character	12			Item Quantity
13 NETQTY	Character	12			Not Used
14 SPLITLOT	Logical	1			Not Used

Index Structure of Table: SFROUTE.DBF

Structural CDX File: SFROUTE.CDX

Index Tag	Expression	Filter
SFROUTE	SONO+STR(OPNO,3)	
SOROUTE	SONO+STR(OPNO,3)	

Unity User's Manual

Structure for Table: SFXTPOST.DBF

Description: Shop Floor External Post File for Stand Alone Operation

Field Name	Type	Width	Dec	Index	Notes
1 SONO	Character	8			Work Order #
2 OPNO	Numeric	3			Operation #
3 TRANCODE	Character	2			Transaction Code
4 TRANDATE	Date	8			Transaction Date
5 TRANTIME	Character	5			Transaction Time
6 PART_EMP	Character	20			Item #/Employee ID
7 QUANTITY	Character	12			Item Quantity/Hours
8 FACTOR	Numeric	6	2		Factor
9 AMOUNT	Numeric	12	3		Labor Rate/Etc.
10 STATUS	Character	60			Status
11 MISCINFO	Memo	4			Miscellaneous Item Info.
12 DELMARK	Logical	1			Deletion Mark
13 TRANNO	NUMERIC	11			Transaction #

Unity User's Manual

Structure for Table: SYST.DBF

Field Name	Type	Width	Dec	Index	Notes
1 SY_TAG	Character	10		Asc	Unique Field Name
2 SY_NUMBER	Double	8			Next Unique Number

Index Structure of Table: SYST.DBF

Structural CDX File: SYST.CDX		
Index Tag	Expression	Filter
SY_TAG	SY_TAG	

Unity User's Manual

Structure for Table: TICALC.DBF

Field Name	Type	Width	Dec	Index	Notes
1 TRANDATE	Date	8		Asc	Transaction Date
2 SOURCE	Character	12			Data Entry Source
3 PAYTYPE	Character	10			Pay Type
4 ORG1	Character	10			Organization Level One
5 ORG2	Character	10			Organization Level Two
6 ORG3	Character	10			Organization Level Three
7 ORG4	Character	10			Organization Level Four
8 ORG5	Character	10			Organization Level Five
9 EMPNO	Character	10			Employee ID
10 HOURS	Numeric	7	2		Hours
11 REMP	Character	9			Badge Number
12 WEEK	Numeric	5	0		Week Number
13 RFLAG	Logical	1			Processed Flag

Index Structure of Table: TICALC.DBF

Structural CDX File: TICALC.CDX

Index Tag	Expression	Filter
EMPNO	EMPNO	
TRANDATE	TRANDATE	
REMP	REMP	
REMP1	REMP+DTOS(TRANDATE)	
REMP2	REMP+STR(WEEK)	

Unity User's Manual

Structure for Table: TICODES.DBF

Description: Time module codes table.

Field Name	Type	Width	Dec	Index	Notes
1 CODE	Date	4		Asc	Code
2 TYPE	Character	10		Asc	Code Type
3 DESCRIPT	Character	60			Description

Index Structure of Table: TICODES.DBF

Structural CDX File: TICODES.CDX

Index Tag	Expression	Filter
CODE	CODE	
TYPE TYPE		

Unity User's Manual

Structure for Table: TIHCALC.DBF

Field Name	Type	Width	Dec	Index	Notes
1 TRANDATE	Date	8		Asc	Transaction Date
2 SOURCE	Character	12			Data Entry Source
3 PAYTYPE	Character	10			Pay Type
4 ORG1	Character	10			Organization Level One
5 ORG2	Character	10			Organization Level Two
6 ORG3	Character	10			Organization Level Three
7 ORG4	Character	10			Organization Level Four
8 ORG5	Character	10			Organization Level Five
9 EMPNO	Character	10			Employee ID
10 HOURS	Numeric	7	2		Hours
11 REMP	Character	9			Badge Number
12 WEEK	Numeric	5	0		Week Number
13 RFLAG	Logical	1			Processed Flag
14 POSTDATE	Date	8			Posted Date
15 SESSID	Numeric	8	0		Session ID

Index Structure of Table: TIHCALC.DBF

Structural CDX File: TIHCALC.CDX

Index Tag	Expression	Filter
EMPNO	EMPNO	
TRANDATE	TRANDATE	
REMP	REMP	
REMP1	REMP+DTOS(TRANDATE)	
REMP2	REMP+STR(WEEK)	

Unity User's Manual

Structure for Table: TIHTRAN.DBF

Field Name	Type	Width	Dec	Index	Notes
1 RTRANID	Character	2		Asc	Transaction Code
2 TRANDT	Datetime	8		Asc	Transaction Date and Time
3 RONDTIME	Datetime	8			Rounded Date and Time
4 SOURCE	Character	12			Data Entry Source
5 PAYTYPE	Character	10			Pay Type
6 ORG1	Character	10			Organization Level One
7 ORG2	Character	10			Organization Level Two
8 ORG3	Character	10			Organization Level Three
9 ORG4	Character	10			Organization Level Four
10 ORG5	Character	10			Organization Level Five
11 EMPNO	Character	10		Asc	Employee ID
12 REMP	Character	9		Asc	Badge Number
13 RWARNING	Character	50			Warning
14 RFLAG	Logical	1			Processed Flag
15 POSTDATE	Date	8			Posting Date
16 SESSID	Numeric	8	0		Session ID
17 RNDTYPE	Character	6			Rounding Type

Index Structure of Table: TITRAN.DBF

Structural CDX File: TIHTRAN.CDX

Index Tag	Expression	Filter
EMPNO	EMPNO	
RTRANID	RTRANID	
REMP	REMP	
RWARNING	RWARNING	
TRANDT	TRANDT	
RTRANID2	RTRANID+REMP+TTOC(TRANDT,1)	
REMP2	REMP+TTOC(TRANDT,1)	
REMP3	REMP+TTOC(TRANDT,1)	

Unity User's Manual

Structure for Table: TIPAYRUL.DBF

Field Name	Type	Width	Dec	Index	Notes
1 PAYRULE	Character	10		Asc	Pay Rule ID
2 RULETYPE	Character	10			Not Used
3 DAYRD	Logical	1			Per Day Rounding
4 DAYRL	Character	10			Per Day Round Rule
5 DAYRND	Numeric	3			Per Day Round Minutes
6 EINRL	Character	10			Early In Rule
7 EINRND	Numeric	3			Early In Round Minutes
8 EINRSC	Logical	1			Early In Round to Schedule
9 EINTRAN	Numeric	2			Early In Transfer Point
10 VEINRL	Character	10			Very Early In Rule
11 VEINRND	Numeric	3			Very Early In Round Minutes
12 LINRL	Character	10			Late In Rule
13 LINRD	Numeric	3			Late In Round Minutes
14 LINTRAN	Numeric	2			Late In Transfer Point
15 VLINRL	Character	10			Very Late In Rule
16 VLINRND	Numeric	3			Very Late In Round Minutes
17 EOUTRL	Character	10			Early Out Rule
18 EOUTRND	Numeric	3			Early Out Round Minutes
19 EOUTTRAN	Numeric	2			Early Out Transfer Point
20 VEOUTRL	Character	10			Very Early Out Rule
21 VEOUTRND	Numeric	3			V. Early Out Round Minutes
22 LOUTRL	Character	10			Late Out Rule
23 LOUTRND	Numeric	3			Late Out Round Minutes
24 LOUTRSC	Logical	1			Late Out Round to Schedule
25 LOUTTRAN	Numeric	2			Late Out Transfer Point
26 VLOUTRL	Character	10			Very Late Out Rule
27 VLOUTRND	Numeric	3			Very Late Out Round Minutes
28 SLNCHRL	Character	10			Lunch Rule
29 SLNCHRND	Numeric	3			Lunch Round Minutes
30 LCHAUTDD	Logical	1			Auto Deduct Lunch
31 LCHLENGTH	Numeric	3			Lunch Length (Minutes)
32 OTPERDAY	Logical	1			Overtime Per Day
33 OTDYHRS	Numeric	5			Overtime Per Day Hours
34 OTPRWK	Logical	1			Overtime Per Period
35 OTWKHRS	Numeric	3			Overtime Per Period Hours
36 REGPTYPE	Character	10			Regular Pay Type
37 OTDPTYPE	Character	10			Overtime Per Day Pay Type
38 OTWPTYPE	Character	10			OT Per Period Pay Type
39 MAXSHIFT	Numeric	3			Maximum Shift Length
40 STARTDATE	Date	8			Start Date for OT Per Period
41 PERLENGTH	Character	12			OT Per Period Length
42 LCHMIN	Numeric	3			Lunch Minimum

Index Structure of Table: TIPAYRUL.DBF

Structural CDX File: TIPAYRUL.CDX

Index Tag	Expression	Filter
PAYRULE	PAYRULE	

Unity User's Manual

Structure for Table: TIPAYTYP.DBF

Field Name	Type	Width	Dec	Index	Notes
1 PAYTYPE	Character	10		Asc	Pay Type
2 PAYDESC	Character	40		Asc	Description
3 INCLUDEOT	Logical	1			Include In OT Calculation

Index Structure of Table: TIPAYTYP.DBF

Structural CDX File: TIPAYTYP.CDX

Index Tag	Expression	Filter
PAYTYPE	PAYTYPE	
PAYDESC	PAYDESC	

Unity User's Manual

Structure for Table: TISCHEDL.DBF

Field Name	Type	Width	Dec	Index	Notes
1 SCHEDULE	Character	10		Asc	Schedule ID
2 STRTTIME	Datetime	8			Start Time and Date
3 STOPTIME	Datetime	8			Stop Time and Date
4 DAY	Character	9			Day of the Week

Index Structure of Table: TISCHEDL.DBF

Structural CDX File: TISCHEDL.CDX

Index Tag	Expression	Filter
SCHEDULE	SCHEDULE	
SCHEDULE2	SCHEDULE+TTOC(STRTTIME,1)	
SCHEDULE3	SCHEDULE+LEFT(TTOC(STRTTIME,1),8)	

Unity User's Manual

Structure for Table: TISCHMST.DBF

Field Name	Type	Width	Dec	Index	Notes
1 SCHEDULE	Character	10		Asc	Schedule ID
2 ROLLDAYS	Numeric	3			Roll Days
3 ROLLOVER	Logical	1			Rollover

Index Structure of Table: TISCHMST.DBF

Structural CDX File: TISCHMST.CDX

Index Tag	Expression	Filter
SCHEDULE	SCHEDULE	

Unity User's Manual

Structure for Table: TITRANS.DBF

Field Name	Type	Width	Dec	Index	Notes
1 RTRANID	Character	2		Asc	Transaction Code
2 TRANDT	Datetime	8		Asc	Transaction Date and Time
3 RONDTIME	Datetime	8			Rounded Date and Time
4 SOURCE	Character	12			Data Entry Source
5 PAYTYPE	Character	10			Pay Type
6 ORG1	Character	10			Organization Level One
7 ORG2	Character	10			Organization Level Two
8 ORG3	Character	10			Organization Level Three
9 ORG4	Character	10			Organization Level Four
10 ORG5	Character	10			Organization Level Five
11 EMPNO	Character	10		Asc	Employee ID
12 REMP	Character	9		Asc	Badge Number
13 RWARNING	Character	50			Warning
14 RFLAG	Logical	1			Processed Flag
15 RNDTYPE	Character	6			Rounding Type

Index Structure of Table: TITRANS.DBF

Structural CDX File: TITRANS.CDX

Index Tag	Expression	Filter
EMPNO	EMPNO	
RTRANID	RTRANID	
REMP	REMP	
RWARNING	RWARNING	
TRANDT	TRANDT	
RTRANID2	RTRANID+REMP+TTOC(TRANDT,1)	
REMP2	REMP+TTOC(RONDTIME,1)	
REMP3	REMP+TTOC(TRANDT,1)	

Unity User's Manual

Structure for Table: TIXTPOST.DBF

Field Name	Type	Width	Dec	Index	Notes
1 SESSID	Character	8			Session ID
2 PAYTYPE	Character	10			Pay Type
3 EMPNO	Character	9			Employee ID
4 HOURS	Numeric	9	4		Hours Worked
5 BEGDATE	Date	8			Beginning Date
6 ENDDATE	Date	8			Ending Date
7 DAYS	Numeric	3			Days

Index Structure of Table: TIXTPOST.DBF

Structural CDX File: None

Unity User's Manual

Structure for Table: TRANLIST.DBF

Field Name	Type	Width	Dec	Index	Notes
1 TRANID	Character	3		Asc	Unity Transaction ID
2 TRANDESC	Character	40		Asc	Transaction Description

Index Structure of Table: TRANLIST.DBF

Structural CDX File: TRANLIST.CDX

Index Tag	Expression	Filter
TRANID	TRANID	
TRANDESC	TRANDESC	

Unity User's Manual

Structure for Table: UNEMPLOY.DBF

Field Name	Type	Width	Dec	Index	Notes
1 EMPLOYEE	Character	9			Mfg Employee ID
2 EMPNO	Character	10		Asc	Payroll Employee ID
3 REMP	Character	9		Asc	Badge Number
4 GRADE	Character	3			Shop Floor Labor Grade
5 GRDESC	Character	35			Labor Grade Description
6 HOURLRATE	Numeric	6	2		Shop Labor Rate
7 PAYRATE	Numeric	10	2		Pay Rate
8 FNAME	Character	15		Asc	First Name
9 MNAME	Character	1			Middle Initial
10 LNAME	Character	25		Asc	Last Name
11 PAYCLASS	Character	10			Not Used
12 SCHEDULE	Character	10			Schedule ID
13 HIREDATE	Date	8			Date of Hire
14 STATUS	Character	10			Employment Status
15 HDAYELLG	Character	10			Not Used
16 WPHONE	Character	20			Work Phone
17 HPHONE	Character	20			Home Phone
18 ADDRESS1	Character	30			Address
19 ADDRESS2	Character	30			Address
20 CITY	Character	15			City
21 ZIP	Character	10			Zip Code
22 SSNUMB	Character	10			Social Security Number
23 PAYFREQ	Character	10			Not Used
24 SALHOUR	Character	1			Not Used
25 JOBCODE	Character	10			Not Used
26 SHIFT	Character	4			Not Used
27 ORG1	Character	10			Organization Level One
28 ORG2	Character	10			Organization Level Two
29 ORG3	Character	10			Organization Level Three
30 ORG4	Character	10			Organization Level Four
31 ORG5	Character	10			Organization Level Five
32 PAYRULE	Character	10		Asc	Pay Rule ID

Index Structure of Table: UNEMPLOY.DBF

Structural CDX File: UNEMPLOY.CDX

Index Tag	Expression	Filter
EMPNO	EMPNO	
LNAME	LNAME	
FNAME	FNAME	
REMP	REMP	
EMPLOYEE	EMPLOYEE+GRADE	
LABORGR	GRADE+EMPLOYEE	

Unity User's Manual

Structure for Table: UNFLDS.DBF

Description: Data Table Field Definitions

Field Name	Type	Width	Dec	Index	Notes
1 TABLEID	Character	8		Asc	Table Name
2 FNAME	Character	10			Field Name
3 FTYPE	Character	1			Data Type
4 FWIDTH	Integer	4			Field Length
5 FDECIMAL	Integer	4			Decimal Places
6 DESCRIP	Memo	4			Description

Index Structure of Table: UNFLDS.DBF

Structural CDX File: UNFLDS.CDX

Index Tag	Expression	Filter
TABLEID	TABLEID	
TABLEID2	TABLEID+FNAME	

Unity User's Manual

Structure for Table: UNTABLE.DBF

Description: Data Table Definitions

Field Name	Type	Width	Dec	Index	Notes
1 TABLEID	Character	8		Asc	Table Name
2 DESCRIP	Character	70			Description
3 SYSTEM	Logical	1			System Table

Index Structure of Table: UNTABLE.DBF

Structural CDX File: UNTABLE.CDX

Index Tag	Expression	Filter
TABLEID	TABLEID	

Unity User's Manual

Structure for Table: UNTAGS.DBF

Description: Table Index Tag Definitions

Field Name	Type	Width	Dec	Index	Notes
1 TABLEID	Character	8		Asc	Table Name
2 TAGNAME	Character	10			Index Tag Name
3 TAGEXPR	Character	254			Index Expression
4 TAGORDER	Character	4			Collating

Index Structure of Table: UNTAGS.DBF

Structural CDX File: UNTAGS.CDX

Index Tag	Expression	Filter
TABLEID	TABLEID	

Unity User's Manual

Structure for Table: UNUACT.DBF

Description: List of Active Users

Field Name	Type	Width	Dec	Index	Notes
1 USER	Character	12		Asc	User ID
2 LOGINDATE	Date	8			Date Logged In
3 LOGINTIME	Character	11			Time Logged In
4 Machine	Character	18			Not Currently Used

Index Structure of Table: UNUACT.DBF

Structural CDX File: UNUACT.CDX

Index Tag	Expression	Filter
USER	USER	

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Structure for Table: UNUSERS.DBF

Description: User Security Table

Field Name	Type	Width	Dec	Index	Notes
1 USER	Character	12		Asc	User ID
2 USERNAME	Character	40		Asc	User Name
3 USERSTAT	Logical	1			User Status
4 PASSWORD	Character	15			Password
5 DLASTLOGIN	Date	8			Date of Last Login
6 TLASTLOGIN	Character	11			Time of Last Login
7 DEFUID	Integer	4			Not Used
8 PWLIFE	Numeric	3			Not Used
9 PWEXPIRES	Date	8			Not Used
10 MINPWLEN	Numeric	1			Not Used
11 PWHISTORY	Numeric	3			Not Used
12 PW1	Character	15			Not Used
13 PW2	Character	15			Not Used
14 PW3	Character	15			Not Used
15 PWSTATE	Numeric	1			Not Used
16 UNSETUP	Numeric	1			Access Level
17 UNUSERM	Numeric	1			"
18 UNTERM	Numeric	1			"
19 UNMODFRX	Numeric	1			"
20 UNIMPORT	Numeric	1			"
21 SFTRANS	Numeric	1			"
22 SFEMPLOY	Numeric	1			"
23 SFREPORT	Numeric	1			"
24 TITRANS	Numeric	1			"
25 TIEMPLOY	Numeric	1			"
26 TIREPORT	Numeric	1			"
27 ICTRANS	Numeric	1			"
28 ICREPORT	Numeric	1			"
29 SFLABOR	Numeric	1			"

Index Structure of Table: UNUSERS.DBF

Structural CDX File: UNUSERS.CDX

Index Tag	Expression	Filter
USER	USER	
USERNAME	USERNAME	

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Structure for Table: WTRNLIST.DBF

Description: List of TIW Transaction Codes

Field Name	Type	Width	Dec	Index	Notes
1 TRANID	Character	2		Asc	TIW Transaction Code
2 TRANDESC	Character	40		Asc	Transaction Description

Index Structure of Table: WTRNLIST.DBF

Structural CDX File: WTRNLIST.CDX

Index Tag	Expression	Filter
TRANID	TRANID	
TRANDESC	TRANDESC	

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Appendix B – Import File Layout

The import file is a comma delimited ASCII text file named DATA.TXT and resides in the data directory of each company.

Field #	Field Description	Notes
1	Unity Transaction Code	OS, OC, LCI, LCO, LCQ, LSI, LSO, LDI, LDO, LMI, LMO, UWI, UWO, UWQ, FG, IP, MA, MI, MP, MR, MS, MB, ID, OD, IL, OL
2	Transaction Date	
3	Transaction Time	24-Hour Clock (Military Time)
4	Employee ID	Unity Badge #
5	Work Order #	
6	Route #	
7	Item #	
8	Quantity	
9	Cost	
10	Location ID	
11	Store	
12	Bin	
13	Serial #	
14	Lot #	

Appendix C – Client Files

The following files are required on each client machine. These are the Microsoft Visual FoxPro 8.0™ runtime DLL files. These files are installed in the <program files>\Common Files\Microsoft Shared\VFP folder when running the client installation.

FOXHELP.EXE
FOXHELPPS8.DLL
GDIPLUS.DLL
VFP8R.DLL
VFP8RENU.DLL
VFP8T.DLL

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