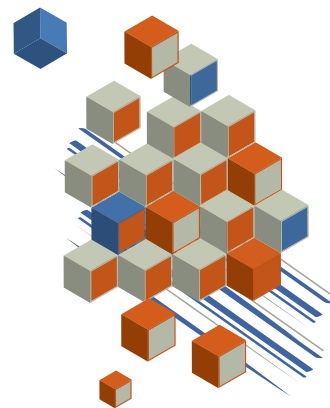




Kitting

SIMMS Inventory Management Software 8.0

September 27, 2011



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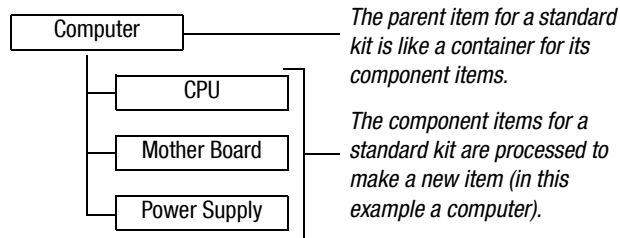
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Kitting

A kit is an item with a bill of materials (BOM) associated to it. There are two types of kits in SIMMS:

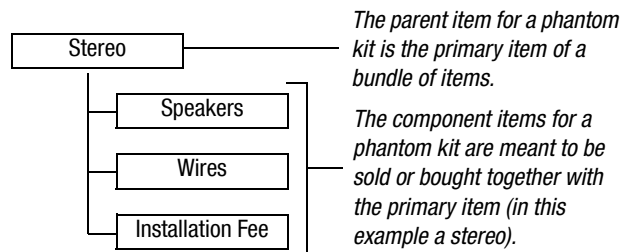
- **Standard Kit**

A standard kit is a manufactured item. It is made of separate items that are processed together to create a finished good.



- **Phantom Kit**

A phantom kit is a inclusion list. It is a group of items that are sold or bought as a bundle.



For example, if you sell car stereos and a stereo is the parent item of your phantom kit, you might include as part of its kit schema such related items as speakers, wires, and an installation fee.

When you enter the phantom kit (the stereo) on a sales orders its component items (the speakers, wires, and installation fee) are automatically entered on the sales order as well. If needed, you can remove or replace any of the items on your sales order.

Defining a Kit Schema

Both a standard kit and phantom kit are defined by their kit schema.

Before you can define a kit schema, the kit's parent item and its components must exist in the Item Manager.

Specify a Parent Item for a Kit

1. Open the **Manufacturing** menu, open the **Kitting (BOM)** submenu, and then click **Kit Schema Setup**.

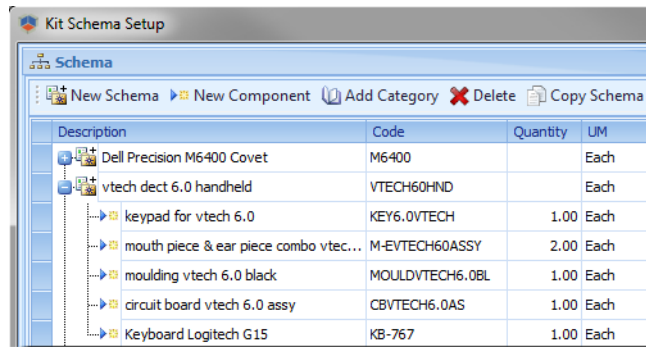




Figure 1: Kit (BOM) Setup.

2. Click **New Schema**.
3. In the **Description** field, click the **Search** icon .
The Enhanced Search window opens.
4. In the **Description** text box, type the description for your parent item, and then click **Find**.
5. Select your parent item, and then click **Retrieve One**.

Add Component Items to a Kit

After you have selected your parent item for your kit, you add its component items.

1. In the **Kit (BOM) Setup** window, select your kit's parent item, and then click **New Component**.
2. In the **Description** field, click the **Search** icon .
The Enhanced Search window opens.
3. In the **Description** text box, type your component item's description, and then click **Find**.
4. Select your component item, and then click **Retrieve One**.
5. The default quantity for your component item is one. To change this quantity, in the **Quantity** field, type a new quantity.

Add Component Items from a Category

You can add your component items to a kit by selecting them from a single category. This is useful if all your component items are from the same category.

1. In the **Kit (BOM) Setup** window, select your kit's parent item, and then click **Add Category**.

The Kit Setup - Add Category Items window opens.

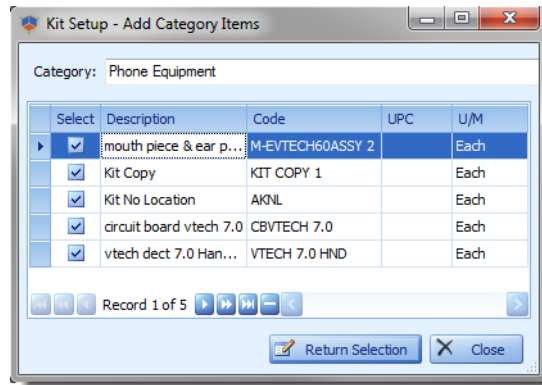


Figure 2: Kit Setup - Add Category Items.

2. In the **Category** list, select a category.
3. By default all the items within the category are selected. Clear the check boxes for the items you do not want to add to your kit.
4. Click **Return Selection**.

The category's items are added to your kit.

5. The default quantity for your component items are one. To change this quantity, in the **Quantity** field, type a new quantity.

Copy the Components from an Existing Kit

You can add component items to a kit by copying the component items from an existing kit. This is useful if your new kit has the same component items as an existing kit.

1. In the **Kit (BOM) Setup** window, select the kit from which you want to copy its components, and then click **Copy Schema**.
2. Select the parent item to which you want to paste the components, and then click **Paste Schema**.

Kit Options

Track a Component Item by its Serial Number

This option is used for kits you manufacture (standard kits). Select this option if you want to assign serial numbers to specific component items. You do this if you want to track what component item was used in what kit.

If you choose this option you need to process your kit builds one at a time.

- ◆ In the **Kit (BOM) Setup** window, select a kit and then click **Track unique component information per each build**.

Phantom Kits

There are three options related to phantom kits.

Table 1: Phantom Kit Options

Option	Explanation
This is a Phantom Kit	Click to designate a kit schema as a phantom kit.
Set quantity and price of phantom to zero when inserting phantom kit on quotes, sales orders, and invoices	<p>The price of your phantom kit is not included on quotes, sales orders, or invoices.</p> <p>The only price that shows is the price for the kit's component items.</p> <p>This option is used when the parent item for your phantom kit is not a physical item, but a name that represents a bundle of items sold together.</p> <p>The phantom kit's price is the sum of the prices for its component items.</p>
Calculate component pricing based on phantom standard price after discounts	<p>This option is only available if you select the previous option.</p> <p>The price of your phantom kit's parent item shows as zero.</p> <p>The price of the parent item is distributed between the component items of the phantom kit.</p>

Processing a Kit Build

Standard kits are manufactured. The standard work flow for processing your kit builds is as follows:

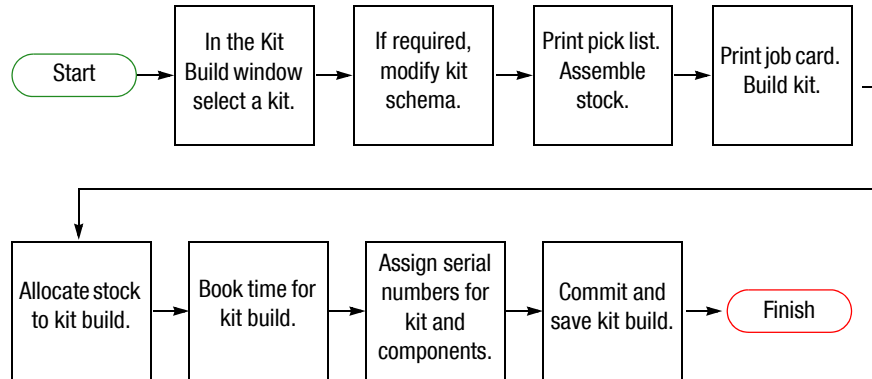


Figure 3: Work flow for processing a kit build.

Select a Kit

1. Open the **Manufacturing** menu, open the **Kitting (BOM)** submenu, and then click **Build Kits**.
2. In the **Kit** list, select the kit you want to build.

Figure 4: Build Kit Header

SIMMS enters the appropriate information for your kit build.

3. If required, edit the information in the **Build Kit** header.

Table 2: Build Kit Header

Label	Description
Kit	The description of the kit you are building.
Doc #	The document number. SIMMS automatically generates a kit's document number.


Table 2: Build Kit Header

Label	Description
Date	<p>The date the kit build is started. By default, this date is set as the current date.</p> <p>You can change the default date. However, You cannot change this date after you click Proceed.</p>
UM	<p>The unit of measure used to calculate the number of kits you are building.</p>
Quantity	<p>The number of units of measure you are building (not how many kits).</p> <p>For more information, see “Units of Measure and Kit Builds”.</p>
Standard Quantity	<p>This is the number of kits you are building based on the kits default unit of measure.</p> <p>For more information, see “Units of Measure and Kit Builds”.</p>
Location	<p>The location you are building the kit.</p>
Production Lot	<p>A production lot code.</p> <p>To have SIMMS generate your production lot automatically go to Setup > Global Settings > Kitting tab, and then click Create an auto-generated production lot.</p>
Expiration Date	<p>The expiration date for your kit.</p> <p>The Expiration Date setting is available if, in the Item Manager, your kit is set to use expiration dates.</p>
Comments	<p>Type any comment you may have in the Comments text box.</p>

4. Click **Proceed**.

Print a Pick List

A pick list is a list of component items needed to build a kit. Typically this list is given to warehouse staff who retrieve and stage the component items for the kit build.

1. Once you have started a kit build (clicked Proceed), and made any modifications to its default schema, click **Print Pick List**.
2. Click the **Print** icon .

Print a Job Card

On a job card, production staff record the operations they performed, time needed for each operation, quantity of kits manufactured, and any waste.

1. In the **Build Kit** window, click **Job Card**.

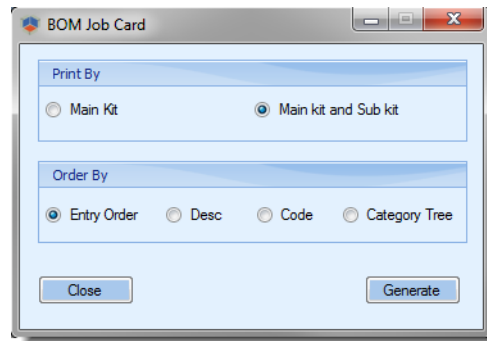



Figure 5: BOM Job Card

2. Choose the appropriate options, and then click **Generate**.
3. Click the **Print** icon .

Allocate Stock for a Kit Build

You can manually or automatically allocate stock for a kit build.

Stock that is automatically allocated is taken from its default location. If there is insufficient stock for your kit build, the component item's row is partially colored red. If this is the case, you need to replenish your stock by either purchasing more of it, or taking it from a location that has sufficient stock.

1. In the **Allocate Stock** pane do one of the following:

- To manually allocate stock for your kit build, Click the plus sign (+) to expand the tree view, and then in the **Qty.** field type the quantity of stock required for your kit build.

Code	Description	UM	Qty	Waste Qty	OnHand StdQty	Alloc StdQty	Cost
KEY6.0V...	keypad for ...	Each	1.00	0.00	129.00	1.00	10.00
002-0001		Each	1.00		1.00	129.00	0.00
M-EVTECH60A...	mouth piec...	Each	2.00	0.00	56.00	0.00	2.50
MOULDVTECH...	moulding vt...	Each	1.00	0.00	30.00	0.00	22.00

Figure 6: Manually allocating stock.

- To automatically allocate stock for your kit build, click **Automatic Allocation.**

Place Allocated Stock on Hold

Stock that is allocated for a kit build is recorded in SIMMS as WIP. Stock in this category is available for other to use. To prevent the stock you need for a kit build from being used by others, place the stock on-hold.

1. After you have allocated your stock, in the **Components Stock Allocation** pane, click **Stock Hold.**
2. A message displays, asking you to confirm you want to place the kit's stock on hold. Click **Yes.**

Rollback a Stock Hold

When you rollback a stock hold, the stock is again recorded as WIP and is available for others to use.

- ♦ In the **Component Stock Allocation** pane, click **Rollback Stock Hold.**

Book Time for a Kit Build

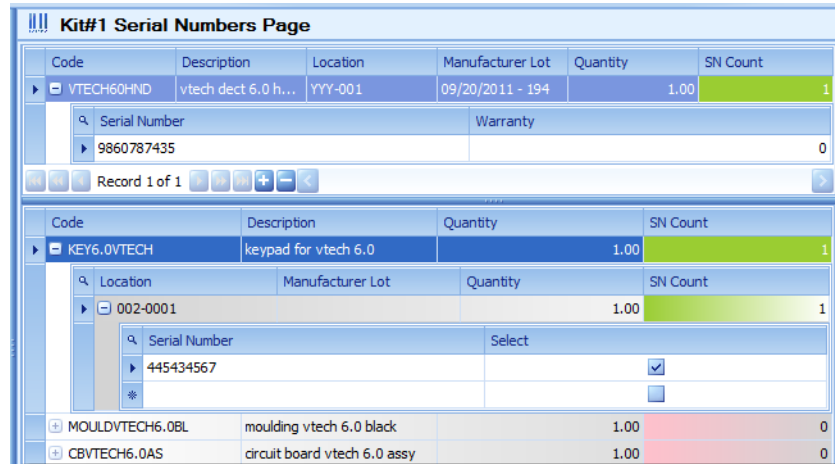
You can book the time for a kit build and record the employee who built the kit.

1. In the **Build Kit** window, click **Time Booked.**
2. Click the **Book Date** field, in the fields calendar select a date.
3. Click the **Employee** field, in the fields list select an employee.
To appear in this list, an employee must be set as a production employee in the User Manager.
4. In the **Hours** field, type the time needed for the kit build.
5. In the **Comments** field, type a comment.

Assign Serial Numbers to a Kit and its Components

1. In the **Build Kit** window, click **Serial Numbers**.

The Serial Numbers button is only available if the kit or any of its component items use serial numbers.



The screenshot shows a software interface titled "Kit#1 Serial Numbers Page". It displays a tree view of serial numbers for various kit components. The top-level item is "VTECH60HND" (vtech dect 6.0 h...), which has a quantity of 1.00 and an SN Count of 1. It has a sub-item "9860787435" with a quantity of 1.00 and an SN Count of 0. Below this is "KEY6.0VTECH" (keypad for vtech 6.0), with a quantity of 1.00 and an SN Count of 1. It has a sub-item "002-0001" with a quantity of 1.00 and an SN Count of 1. This sub-item has a further sub-item "445434567" with a quantity of 1.00 and an SN Count of 1, which is selected (checked). Other items include "MOULDVTECH6.0BL" (moulding vtech 6.0 black) and "CBVTECH6.0AS" (circuit board vtech 6.0 assy), both with quantities of 1.00 and SN Counts of 0.

Code	Description	Location	Manufacturer Lot	Quantity	SN Count
VTECH60HND	vtech dect 6.0 h...	YYY-001	09/20/2011 - 194	1.00	1
	Serial Number		Warranty		
	9860787435			1.00	0
KEY6.0VTECH	keypad for vtech 6.0			1.00	1
	Location	Manufacturer Lot	Quantity	SN Count	
	002-0001		1.00	1	
	Serial Number		Select		
	445434567		<input checked="" type="checkbox"/>	1.00	1
	*		<input type="checkbox"/>		
MOULDVTECH6.0BL	moulding vtech 6.0 black			1.00	0
CBVTECH6.0AS	circuit board vtech 6.0 assy			1.00	0

Figure 7: Serial numbers for kits and kit components

2. For each item listed, click the plus sign (+) to expand the tree view. and then do the following steps:
 - a. For your parent item in the **Serial Number** field, type its serial number.
 - b. For a component item, if there is no available serial number listed, in the **Serial Number** column, type the component's serial number, and then in the **Select** column click the adjacent check box. If there is a serial number available for your component item, in the **Select** column, click the check box to assign the serial number to your component item.

Restore a Kit Build to its Default Schema

If you have not committed your kit build, you can restore the kit build to its default schema. This means that you will undo any processing of the kit build, such modification to the kit's schema, stock allocated and serial numbers assigned.

- ◆ In the **Kit Build** window, for your uncommitted kit build, click **Disassembly**.

Building Kits in Sessions

If you are building more than one kit, you can build your kits in different sessions.



For example, if you are building six kits, you can build three at one time and three at another time. All the kit builds are part of the same order and have the same manufacturer lot.

Build Kits in Sessions

1. In the **Kit Build** window, after you have entered your header information and clicked **Proceed**. Under **Details**, in the **Quantity** box, type the number of kits you want to build for the current session.
2. Complete your build session and then click **Commit**.
3. A message displays asking if you want to start a new build session. Do one of the following steps:
 - Click **Yes** to immediately start a new build session, and continue processing your kit builds.
 - Click **No**, and then click **Save**.

You can continue to process your kit builds at a later date.

Continue Kit Builds

1. In the **Build Queue** window, Click the **Open** icon  for the kit build you want to continue processing.
2. In the **Build Kit** window, click the **Edit** icon .
3. Click **New** (bottom left).

Complete the build session.

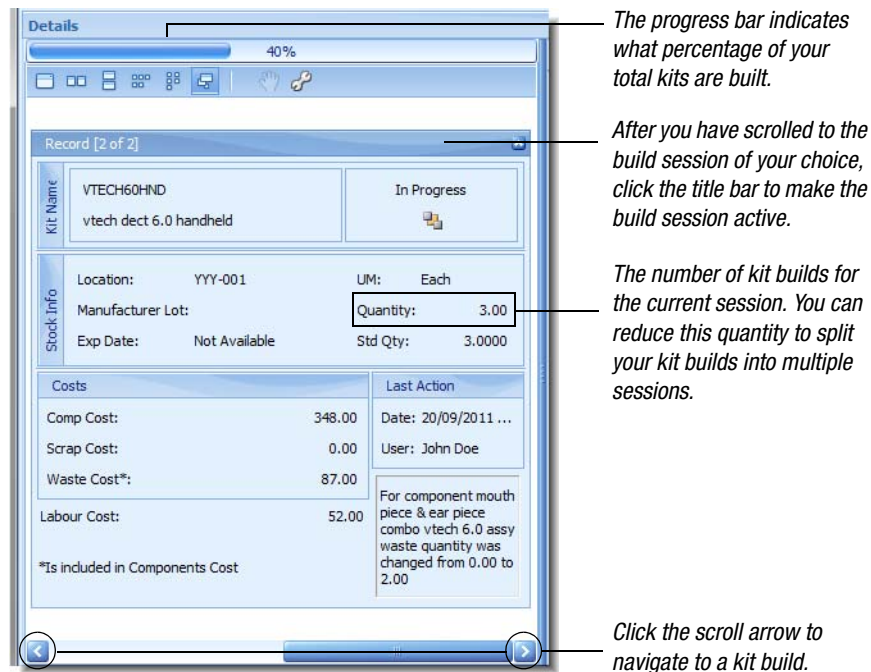


Figure 8: A record of kit builds.

Sub-Kits

A sub-kit is a kit that is a component item of another kit (known as the master kit).

You can build your sub-kits or purchase them. If you process your master kit and sub-kit during the same session, you need to process your sub-kit first. This is because your sub-kit is a component item of your master kit. As such, it is required to complete your master kit.

You process a sub-kit in the same way you process other kits: allocate stock, book time, assign serial numbers, and so on.

Process a Sub-Kit

1. Open the **Build Kit** window, in the **Kit** list, select your kit, and then click **Proceed**.
2. Select your sub-kit, and then click **Build Sub-Kit**.
For easy recognition, part of the sub-kit's row is shaded blue.
3. Process your sub-kit, and then click **Commit**.

Next, navigate to your maser kit.

4. In the **Record** pane, click the left **Scroll** arrow, and then click the **Title bar** to make the master kit the active build.

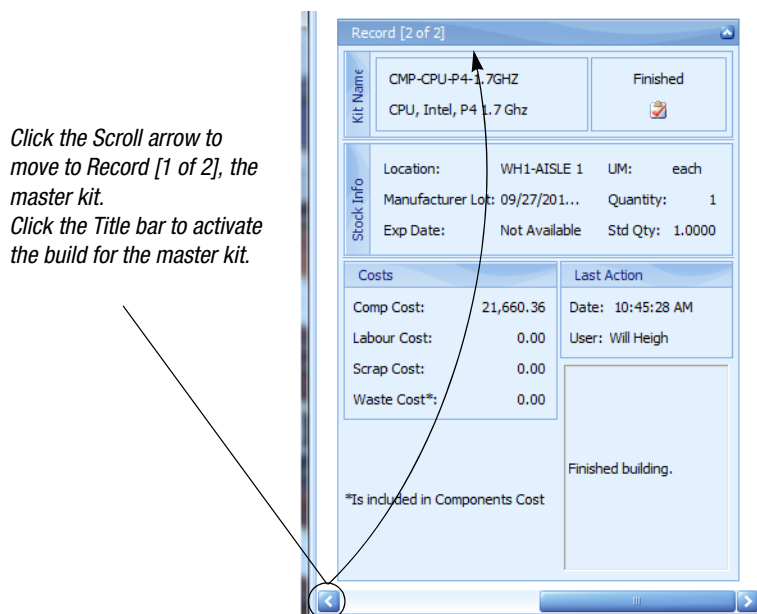


Figure 9: Navigate to the master kit.


5. Process your master kit, and then click **Commit**.
6. Click **Save**.

Modifying a Kit's Default Schema

Some kit builds may require modification. You can modify a kit's default schema in the following ways:

- Add a component item to a kit.
- Remove a component item from a kit.
- Switch a component item with its compatible.

Add a Component Item to a Kit

1. In the **Kit Build** window in the **Components** pane, click the plus sign (+) to add a new row to the grid.
2. In the **Description** field, click the **Search** icon . The Enhanced Search window opens.
3. In the **Description** field, type the description of your item, and then click **Find**.
4. Select your item, and then click **Retrieve One**.

Remove a Component Item from Kit

You cannot remove a component item while stock is allocated to it.

1. In the **Build Kit** window, in the **Components** pane, click the component item you are removing from your kit, and then click the minus sign (-) (at the bottom of the pane).
2. A message displays asking you confirm you want to remove the component item. Click **Yes**.

Switch a Component Item with its Compatible

Compatibles are items that you can substitute for another item. For a kit that is not committed you can switch a component item with its compatible.

1. In the **Build Kit** window, click the component item you want to switch with its compatible.
2. Click **Switch to Compatible**.

This button only appears if the component item has a compatible item assigned to it.

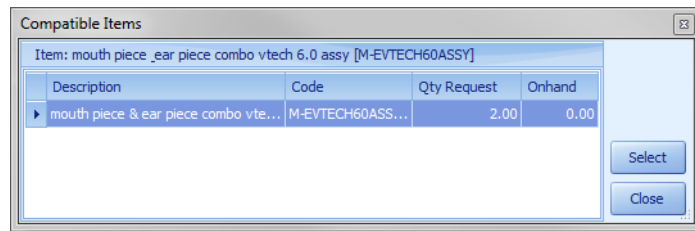


Figure 10: Compatible Items dialog box.

3. Select the compatible item, and then click **Select**.

SIMMS replaces your original component item with its compatible.

Assign Compatible Items

A compatible is one item you can substitute for another. This feature is used during kit builds when it may be necessary to substitute an item with its compatible.

1. Open the **Manufacturing** menu, open the **Kitting (BOM)** submenu, and then click **Compatible Setup**.

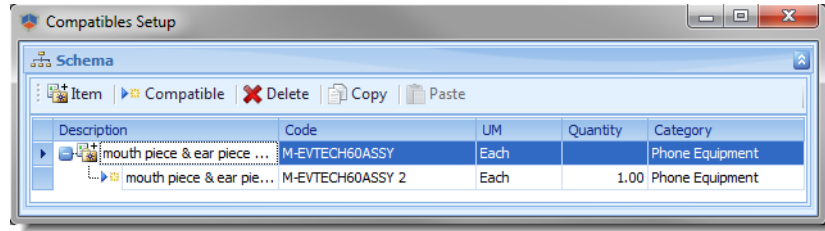




Figure 11: Compatible Items Manager

2. Click **Item**.
3. In **Description** field, click the **Search** icon .
The Enhanced Search window opens.
4. In the **Description** field, type the description of your item, and then click **Find**.
5. Select your item, and then click **Retrieve One**.
Your item's description and related information is entered into the grid of the Compatible Items Manager.
6. Click **Compatible**.
7. In the **Description** field, click the **Search** icon .
The Enhanced Search window opens.
8. In the **Description** field, type the description of your compatible, and then click **Find**.
9. Select your compatible, and then click **Retrieve One**.
10. In the **Quantity** field type the number of compatible items needed to replace your source item.

Managing Stock for Kit Builds

Add Insufficient Stock to the Replenishment Manager

In the Build Queue Manager, SIMMS indicates if there is not enough stock for a kit build by coloring part of a kit's row red. You can replenish this stock by adding it to the Replenishment Manager.

1. Open the **Manufacturing** menu, open the **Kitting (BOM)** submenu, and then click **Build Queue Manager**.
2. Do one of the following steps:
 - In the **Add** field, click the check box for the kit with insufficient stock.

- Click the **Add All Shortages to Replenishment** check box (bottom of window).

3. Close the **Build Queue Manager**.

Next, in the Replenishment Manager create a purchase order for your insufficient stock.

Replenish Insufficient Stock

1. Open the **Purchasing** menu, and then click **Replenishment Manger**.
2. Under **Filter Options**, click **Include Build Queue**, and then click **Query Data**.

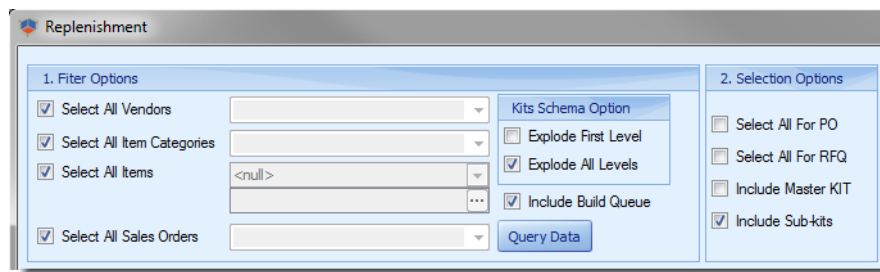


Figure 12: Replenishment Manager.

3. For the items you want to reorder, click the check box in the **On PO** column, and then click **Create PO**.

SIMMS generates a purchase order for your item.

Next open your newly created purchase order to make any necessary changes.

4. Click **Find POs**.

The Find Document window opens.

5. Select your purchase order, and then click **Details**.

Your purchase order opens in the Purchasing window.

6. Review your purchase order, and make any required changes.

7. Click the **Save** icon .

Forecast Component Demand

In the Kit (BOM) Forecast window you can view component demand and shortages. In addition, you can automatically generate a purchase order from the same window.

1. Open the **Build Kit** window, and then in the **Kit** list select your kit.

2. Click **Forecast**.
3. Click one or all of the following:
 - **Select All for PO**
In the OnPO column, SIMMS selects all component items that need purchasing.
 - **Include Master Kit**
In the OnPO column, SIMMS selects all master kits that need purchasing.
 - **Include Sub-kits**
In the OnPO column, SIMMS selects all sub-kits that need purchasing.
4. In the **Required Date** box, select the required date for your purchase order.
5. If you want to change the vendor for your purchase, click in the **Vendor** field, in the field's list select a vendor.
6. Click **Create PO**.

The quantity of stock placed on the purchase order is only enough to meet the demand for the kit build.

If you want to increase the number of items you are purchasing, open the newly created purchase order in the Purchase window, and adjust the quantity.

Kits and Sales Orders

If you add a kit to a sales order and there is insufficient stock of that kit, a message displays asking if you want to place the kit on backorder. If you place the kit on backorder, another message displays asking if you want to add the kit to the Build Queue Manager.

By placing the kit in the Build Queue Manager you ensure the kit, required for your sales order, is in the process of being built.

***Note:** If you remove your backordered kit from your sales order, the kit remains in the Build Queue Manager. To stop the production of your kit, you need to delete the kit build in the Build Kit window.*

Disassembling a Kit

Use this feature if you want to disassemble completed kits. This includes kits you manufacture or kits you purchase. When disassembled, the kit is removed from stock and its component parts are added into stock.

If your kit is assigned a serial number, you need to remove the serial number from SIMMS. Also, if your kit's component items use serial numbers you need to add them into SIMMS.

Disassemble a Kit

1. Open the **Manufacturing** menu, open the **Kitting (BOM)** submenu, and then click **Disassembly**.

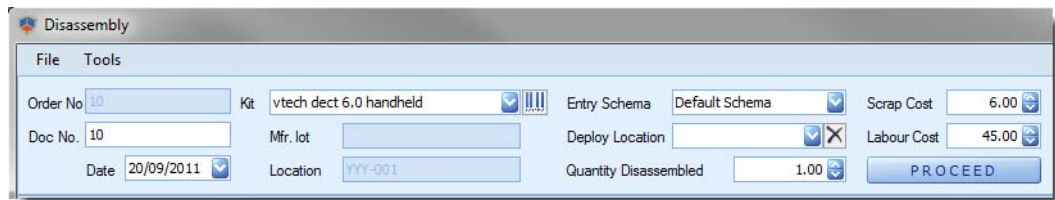



Figure 13: A partial view of the Kit Disassembly header.

2. In the **Kit** list, select the kit you want to disassemble.
3. In the **Entry Schema** list, do one of the following steps:
 - If the kit you are disassembling is a kit built in-house, select the order number of the original kit build.
 - If the kit you are disassembling is a purchased kit, select **Default Schema**.
4. In the **Deploy Location** list, select the location you want the component parts stored.
5. In the **Quantity Disassembled** box, type the number of kits being disassembled.
6. In the **Scrap Cost** box, type any scrap cost associated with the disassembly of the kit.
7. In the **Labour Cost** box, type the labour cost.
8. For each component in the component grid do the following steps:
 - a. In the **Location** field, select the location you want the component item stored.
 - b. In the **Manufacturer Lot** field, type a manufacturer lot.
 - c. In the **Exp. Date** field, type the component's expiration date.
9. Click **Proceed** to disassemble the kit.
10. A message displays, warning you that you cannot restore a disassembled kit. Click **Yes**.


Remove a Kit's Serial Number

1. In the **Kit Disassembly** window, click the **Serial Number** icon  beside the **Kit** list.

The Assign Serial Number to Stock Items window opens.

2. To remove the serial number assigned to the disassembled kit, in the **Removed** column, click the check box for your item.
3. Click **Save** and then click **Close**.

Add a Component Item's Serial Number

4. In the **Kit Disassembly** window, click the **Serial Number** icon  for your kit component (in the grid).

The Assign Serial Number to Stock Items window opens.

5. In the **Serial Number** column, type the serial number for the component item.
6. Click **Save**, and then click **Close**.


Swapping Component Items

You can swap a component item from a completed kit. For example, if a customer returns a kit for repair, and you need to replace one of its component, you can reopen the kit, remove the faulty component and then replace it with the new component.

Swap Component Items

1. Open the **Build Kit** window, click the **Open** icon .

The Find Transaction window opens.

2. Select your kit, and then click **OK**.
3. Click the **Edit** icon .
4. A message displays asking you to confirm that you want to reopen the transaction. Click **Yes**.
5. Click **Swap Parts** to return the component items to inventory.
6. A message displays asking you to confirm you want to return to inventory the kit's component items. Click **Yes**.
7. If your component item uses serial numbers, click **Serial Numbers**, and then do one or both of the following steps:
 - To remove a serial number, in the **Select** column clear the serial number's check box.

- To assign a serial number, in the **Select** column click the serial number's check box.

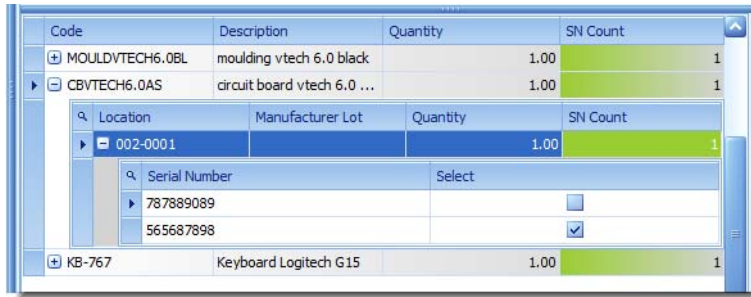


Figure 14: Serial numbers for component items.

8. Click the **Save** icon .

Kitting Reports and Information

View Kit Reports

To view kit reports do the following:

1. Open the **Reporting** menu, and then click **Reports Center**.
2. Click the Kitting menu to view the available reports for kitting.

Table 3: Kit Reports

Menu	Report
Kit Reports Generator (This is a tool to generate three types of reports.)	Kit Trace Report This report lists your chosen kit and its component items. Kit Component Trace Report This report list your chosen kit's component items. There is a separate entry for each kit build. Kit Build Report This report list the kit build details for a specific document number.

Table 3: Kit Reports

Menu	Report
Kit Schema	Kit Schema Report This report lists all your kits and their component items. It also includes cost details, such as unit costs and total component costs.
Incomplete Kits Components Allocation Variance	Incomplete Kit Listing This report list all incomplete kits. In addition, the report compares the kit schema quantity and the actual allocated quantity of kit components.

View Incomplete Kit Builds

You view your incomplete kits in the Build Queue Manager.

- ◆ Open the **Manufacturing** menu, open the **Kitting (BOM)** submenu, and then click **Build Queue Manager**.

View a Kit Build's Session History

SIMMS records the actions taken during a kit build session. Actions recorded include the date and time a kit was started, component parts that are removed, components parts that are added, time booked, and so on.

- ◆ Open a kit build in the **Build Kit** window, and then Click **Document Session History**.

The Kit Building Session History report opens.

View Costs for a Kit Build

See Table 5 for kit build costs.

The screenshot shows a software window titled 'Record [1 of 1]'. It contains the following information:

- Kit Name:** VTECH60HND (vtech dect 6.0 handheld) and In Progress status.
- Stock Info:** Location: YYY-001, UM: Each, Manufacturer Lot: 09/21/2011 - 202, Quantity: 1.00, Exp Date: Not Available, Std Qty: 1.0000.
- Costs:** Comp Cost: 47.00, Scrap Cost: 4.00, Waste Cost*: 10.00.
- Last Action:** Date: 21/09/2011 11:59:55 AM, User: John Doe.
- Footnote:** *Is included in Components Cost. A note states: 'For component keypad for vtech 6.0 waste quantity was changed from 0.00 to 1.00'.

Figure 15: Kit build costs.

Table 4: Costs for a Kit Build

Cost	Explanation
Comp. Cost	<p>The total cost of your kit's component items.</p> <p>SIMMS calculates this cost based on the component item's cost entered in the Item Manager. This total also includes any waste recorded for each component item.</p>
Scrap	<p>The scrap cost incurred during your kit build.</p> <p>Type the kit's scrap cost in the box. The scrap cost is the total scrap cost for the entire kit build.</p>
Waste	<p>You record waste for each component item in the Waste Qty column in the Component Stock Allocation pane.</p> <p>SIMMS calculates the total cost of waste and adds it to the component cost in the Record pane.</p>


Table 4: Costs for a Kit Build

Cost	Explanation
Labor	The total labor cost for the kit build. This cost is based on the information entered in the Book Time pane.

The Build Queue Manager

The Build Queue Manager lists all active kit builds (kits that are not complete). From the Build Queue Manager you can monitor the progress of all your active kit builds.

A kit build is added to the Build Queue Manager in two ways. The first, is from the Kit Build window. A kit build that is only partially processed is added to the Build Queue Manager.

You can resume processing your kit build directly from the Build Queue Manager. You do this by clicking the **Open** icon  in your kit build's row. This opens the kit build in the Build Kit window.

The second way a kit is added to the Build Queue Manager is from a sales order. If there is insufficient stock of a kit for a sales order, and you place the kit on backorder, you have the option to add the kit to the Build Queue Manager. By doing so, you initiate the building of your kit.

You can replenish stock from the Build Queue Manager. A row for a kit build that is partially colored red indicates that there is insufficient stock of one or more component items for your kit.

To replenish this insufficient stock, click the **Add** check box in the kit build's line item. To replenish the insufficient stock for all kit builds in the Build Queue Manager, click the **Add All Shortages to Replenishment** check box (at the bottom of the window). In both cases, when you close the Build Queue Manager the insufficient stock is added to the Replenishment Manager. In the Replenishment Manager you can generate the purchase orders needed to replenish your insufficient stock.

If you are building your kits in more than one session, you can monitor the progress of your kit builds in the Build Queue Manager. Under

Build Status, a progress bar indicates what percentage of your kits that are completed.

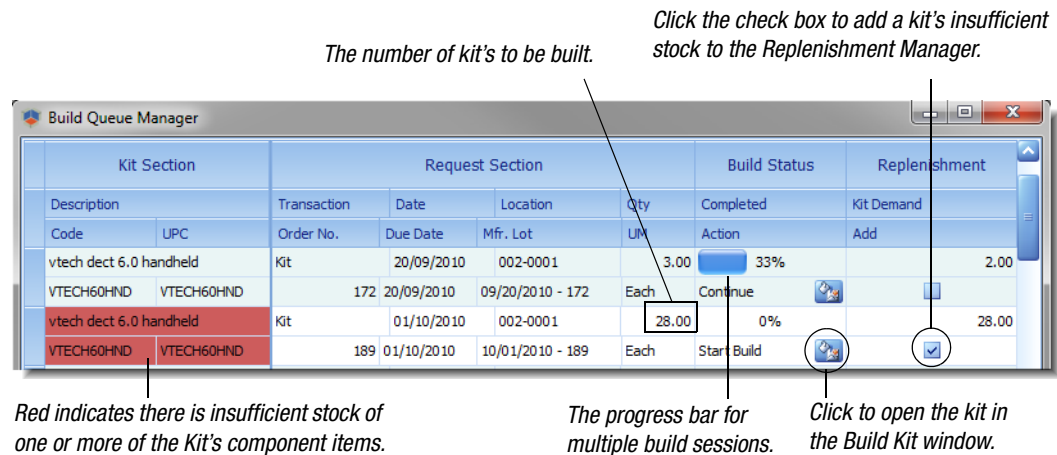


Figure 16: The Build Queue Manager

Units of Measure and Kit Builds

There is a relationship between the UM, Quantity, and Standard Quantity fields in the Build Kit header.

For example, you manufacture phones. A phone's standard unit of measure (UM) is each. The following UM relations have been defined for the phone:

- 1 case = 1 each (phone) x 12, (there are 12 phones in a case).
- 1 pallet = 1 each (phone) x 144, (there are 144 phones on a pallet).

These are the possible configurations you might use in the Kit Build header:

Table 5:


UM	Quantity	Standard Quantity
Each	For the quantity of 1 (each)	1 phone is built
Box	For the quantity of 1 (box)	12 phones are built

Table 5:

UM	Quantity	Standard Quantity
Pallet	For the quantity of 1 (pallet)	144 phones are built

Assign Book Time User Rights

To book time for kit builds you must have the appropriate user rights. User rights are set by the system administrator.

1. Open the **Administration** menu, and then click **User Manager**.
2. Select a user, and then click the **Edit** icon .
3. On the **User Rights** tab, expand the **Kits** menu.
4. For the option **Kits Book Time**, choose one of the following options:
 - **Full Access**
You can book time for a kit build.
 - **Read Only**
You can only view times already booked for a kit build.
 - **No Access**
You cannot book or view times for a kit build.
5. To view labor rates and labor totals, expand the **Kits Book Time** menu, and then click the **Access Book Time Rate/Total** check box.

This option is not available if the user does not have Full Access selected for the option Kits Book Time.

6. Click the **Save** icon .