

# RL-Shift Report

## V1.3

Administrator's manual



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Changes, mistakes and misprints reserve.

[www.rl-soft.de](http://www.rl-soft.de)

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# Foreword

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This manual is directed to administrators , who have to install the Programm RL-Shift Report on several computer systems.

These persons should have extended knowledge of windowsbased systems and should be entitled to make changes in the windows system settings.

However windows amateur's should be able to install then programm after reading this manual. Please contact our emailsupport if you have problems by installation or if you find bugs in the software.

Take a look at the short-installation guide "installation & introduction", too. There are many tips and pictures about the installation.

Sorry for the bad English but I translated this manual from German and I tried to make an easy to use manual. If you find mistakes or if you have ideas to correct the manual I will be very glad. Please contact me with email.

Now I wish you a lot of fun and success with this software.

April 2004, Rainer Lang



# Installation

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The administrator's manual treats the program settings which are important for all system administrators.

- System settings
- Introduction of then program RL-Shift Report V1.3
- Groups and user management
- Definition of the machines
- Settings of the print view
- Compare of the data
- Data care

Basically comprehensive Windows knowledge is assumed. The system administrator should be able to change the ODBC linkings in the Windows-system control. The administrator should be entitled to make changes on every computer system if the software and the databases are placed in a network directory.

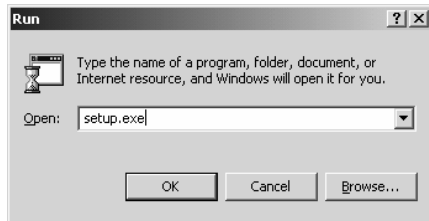
## System requirements

<b>PC / CPU :</b>	min. Pentium 200MHz
<b>RAM :</b>	64MByte
<b>Harddisk :</b>	dependent on the entry number ca. 5 MByte + ca. 5 MByte per group and year
<b>Operating system :</b>	Windows- Operating system tested with Windows 98, Windows NT4, Windows 2000, Windows XP
<b>Database :</b>	MS-Access-database, with ODBC-Link

### To install RL-Shift Report V1.3

Close all other Windows-program windows which are still opened.

Insert the CD-ROM in the disk drive of your system. Change to the CD-ROM disk drive at the windows-workplace and start the program "Setup.exe" or manually start the program by the startmenu.



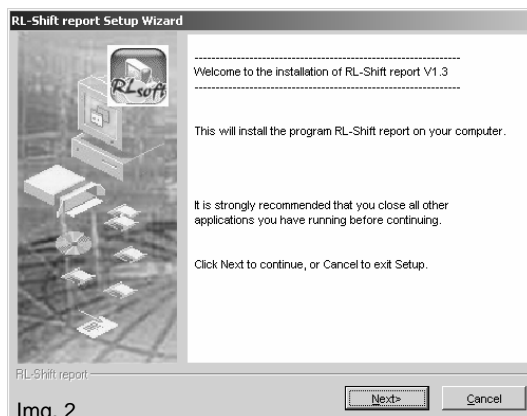
Img. 1

The installation of the demoverision is similar the same as the installation of the full-version. You only have to start the setup-file you became on CD-ROM or after download from the internet.

### The installation-wizard

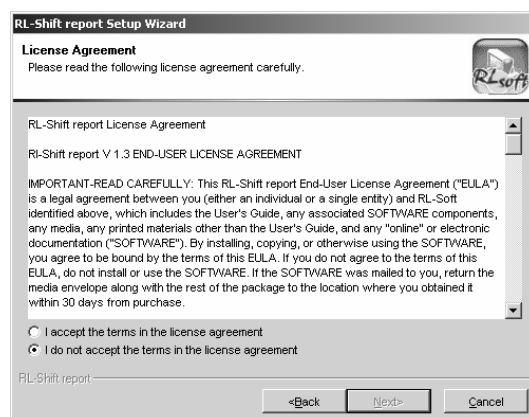
Please follow the steps of the wizard. The program guides you through the whole installation.

First there appears a welcome form.



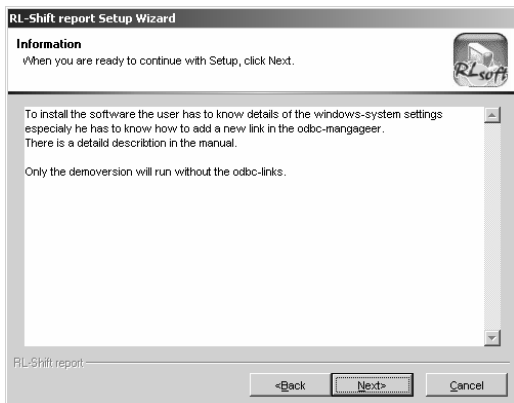
Please read the licence agreement exactly and answer the question that appears in the form you see at the right. You have to agree with this terms to install the program.

To move through the steps of the installation wizard you have to click on the button „Next“. After the first step you can move with the button “Back”, too. You can abort the installation at every time.



Img. 3





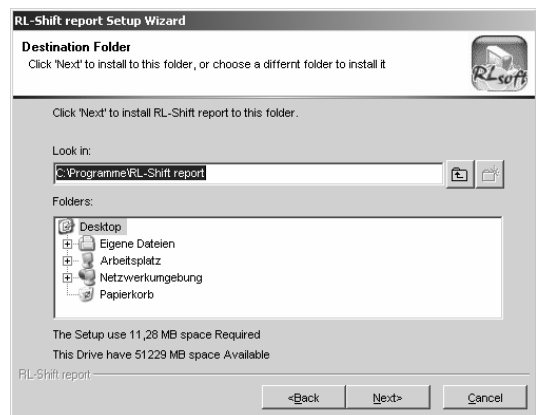
Img. 4

In the next dialog you have to make an entry where the program should be installed on your harddisk. You easily can take over the suggestion made by the installation wizard.

Now you are guided trough the installation by the wizard.

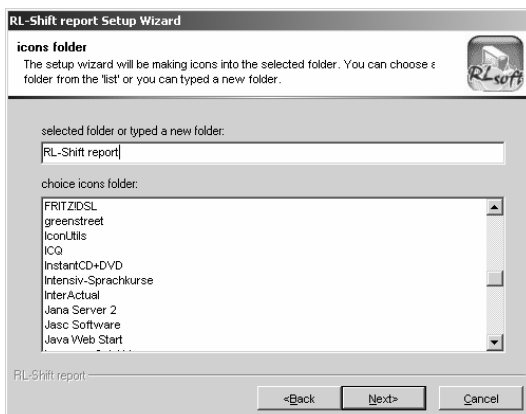
In the information formular you although became an indication that you must have knowledge of install ODBC-Links in the windows system settings.

This process is described in this manual in greater details on the following pages.



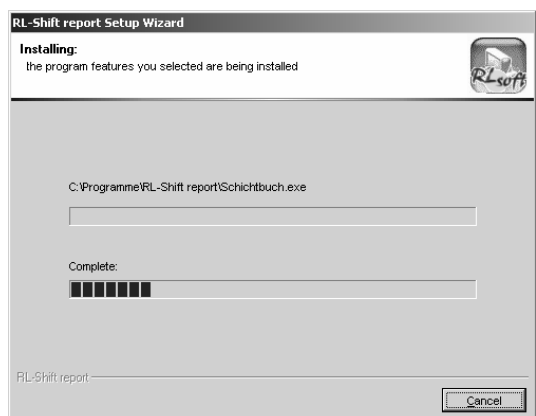
Img. 5

Please enter the name of the folder the program should be installed in the startmenu.



Img. 6

All necessary files will be copied in the chosen folder, respectively in the windows system folder.



Img. 7



Img. 8

So you have fixed. The installation ended successfully.

With this step all necessary program parts on your PC are installed.

However, the program is not able to start at the moment yet, because still some important program settings must be effected.

# Introduction

This chapter should introduce you in administration of the program “RL-Shift Report”. To start the program is only possible if you have done the settings which are described in this chapter.

By using the tool “RL-SAdmin” you have many options to adapt the program “RL-ShiftReport” to the need of your firm or department.

## Administrationtool RL-SAdmin V1.1

In the windows startmenu there is the program folder you installed by the installation wizard. Please execute the programm “RL-SAdmin”.

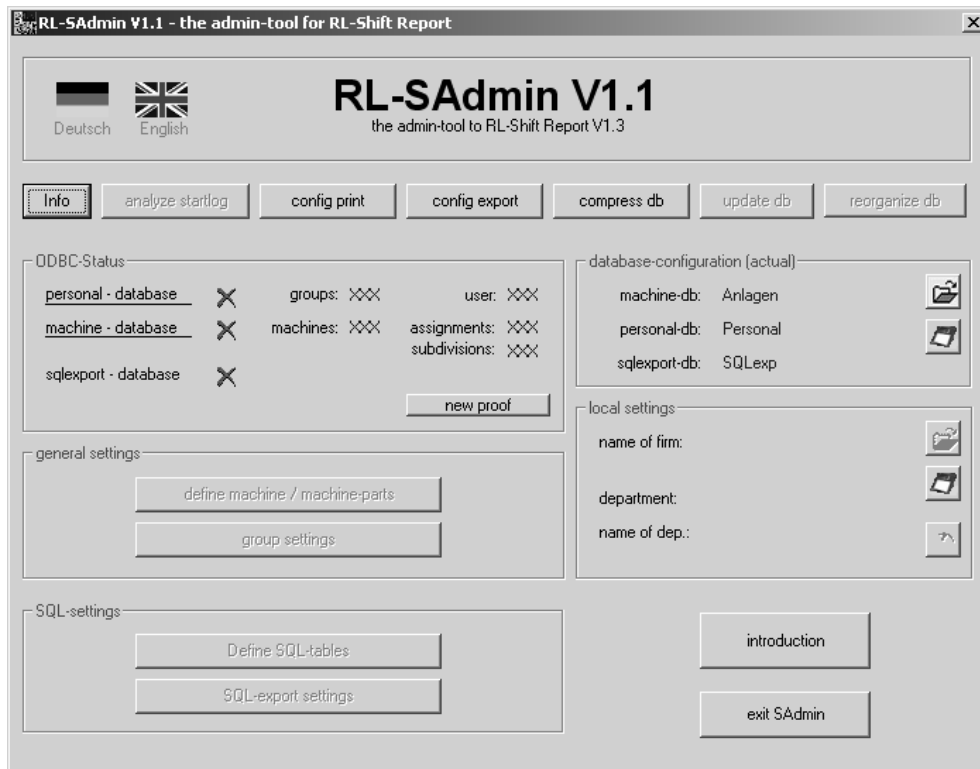


Img. 9

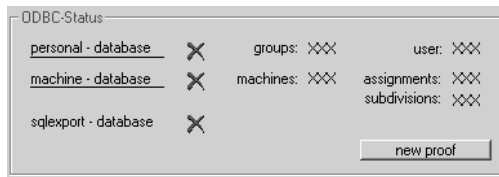
To start the tool a password is needed to prevent that unauthorized persons can change settings of your installation.

These passwords you can find on the cover of the CD-ROM or have been send to you by email.

On the first start of the tool there are no databases linked in the ODBC-settings, so many functions could be disabled at this time.



Img. 10



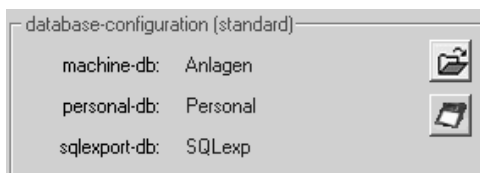
Img. 11

In the ODBC-status Frame you could see a green symbol if the ODBC-link ist working and the count of records are entered in the databases.

Click to the button >>proof<< to redraw the frame and make a new count.

## Create a new database-configuration

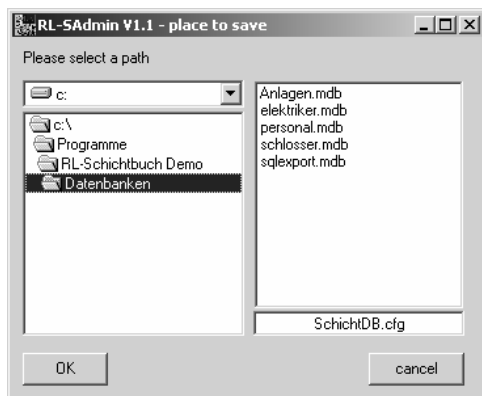
You can install the program „RL-Shift Report“ in more than one program folder of your harddisk. So you can use different databases for each installed version of the program. With the database-configuration you can assign the databases to the program.



Img. 12

If no configuration file exists in the program folder, the tool set the standard-links.

To use the program „RL-Shift Report“ you have to create at least one configuration to each installation.



Img. 13

To create a configuration file click at least on the floppy disk symbol and enter the folder on your harddisk where the file should be installed in. Respectively you can apply to the suggested folder.

Afterwards you have to click to the “OK”-Button.

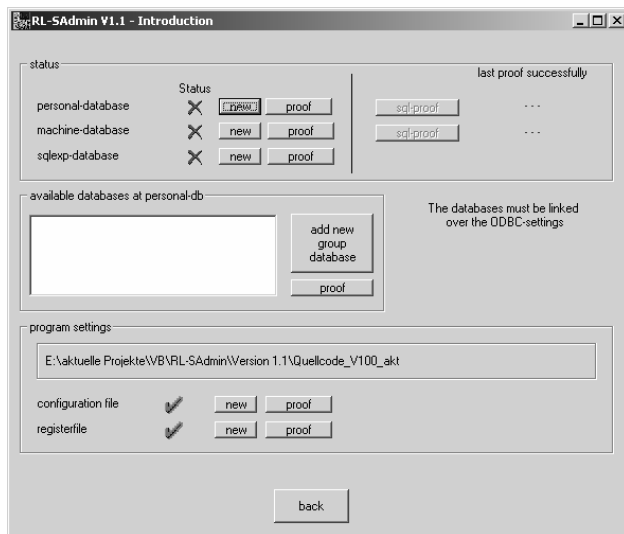
You always can open an database configuration file from an other installation by click on the folder symbol. Then you have to choose an folder on your harddisk.

## Create and link new databases

To use the programm „RL-Shift Report“ there are 3 databases elementary needed you have to create first by use of the functions described in this chapter.

The process to create a database for your machine-arrangement and your personal is similar the same. To use the program at least one group-database is necessary.

To create the databases you have to change the formular by click on the button >>Introduction<<. A new window will open afterwards.



Img. 14

To create a new database you only have to click on the button >>new<< behind the respective database term.

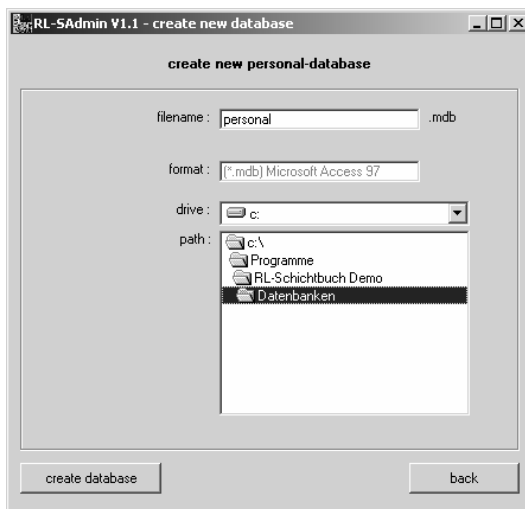
The database „SQLexport“ is not elementary needed. Only by using the option of the SQL-Export you have to create these database, too.

To proof the connection to the databases again, click on the respective button behind the database term.

The function „SQL-Proof“ is also only needed by using an external SQL-Database to compare the data used by the „RL-Shift Report“ with another database existing in your firm. This function is described in a later chapter of this manual.

## Creating a new database file

Push the button „new“ right next to the status symbol of the database.



Img. 15

Chose a directory on the harddisk or on the network, where the database file should be created.

You can create the file local on your personal computer and then you can copy the file on a network directory.



Img. 16

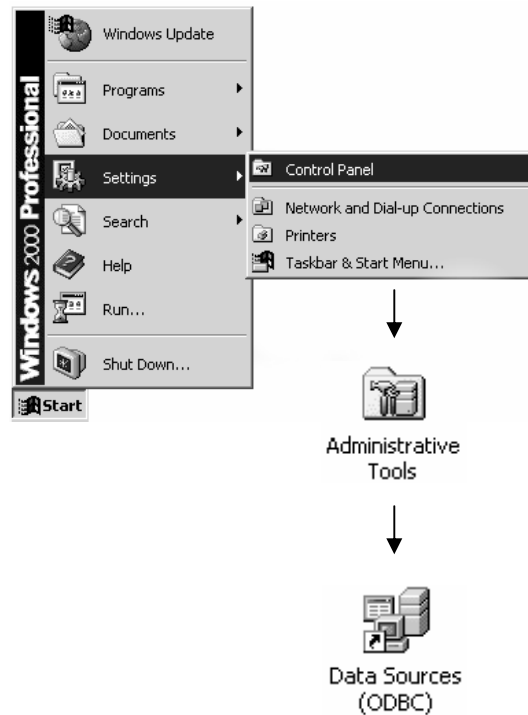
You will receive a status report during the creation of the database.

The process to create all the databases is the same.

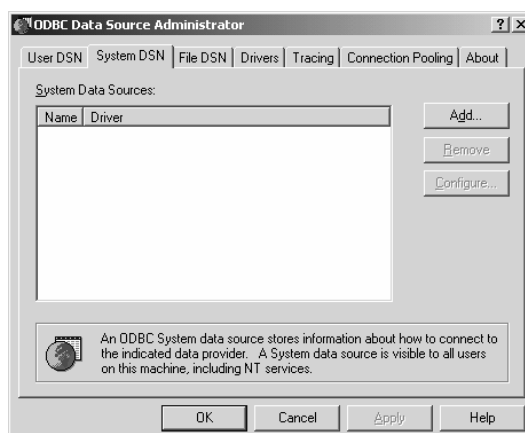
### Create a new link in the ODBC-settings

To make a new ODBC-link you have to do changes in the system-settings of your windows operation system. How to manage this process is written in the next passage.

Please start the ODBC-administration program in the windows environment.



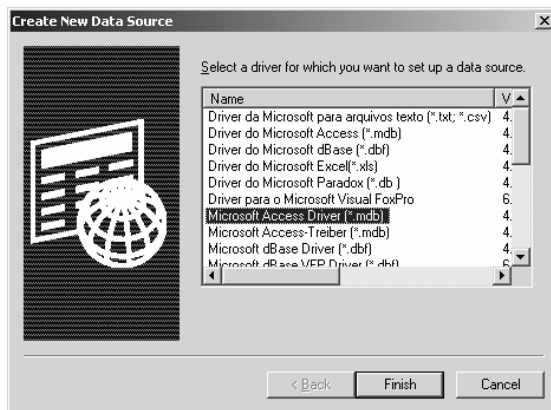
Img. 17 & 18



Img. 19

You have to link the new databases as system-DSN. Then you will have access to the data of your shift report undepended of the place of the file on your harddisk.

Please choose the tabstrip „System-DSN“

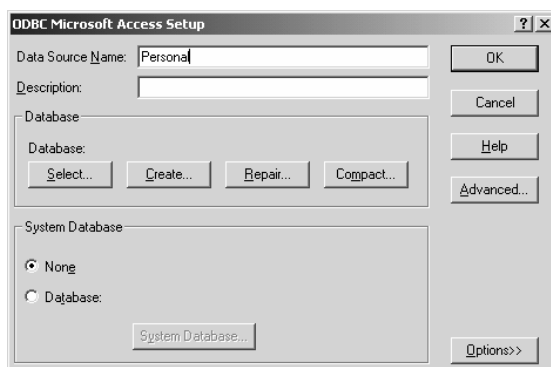


Img. 20

Next you have to choose the ODBC-Driver for your database.

In your case this is a driver for a access-database. Choose the exactly driver from the list appeared in the window.

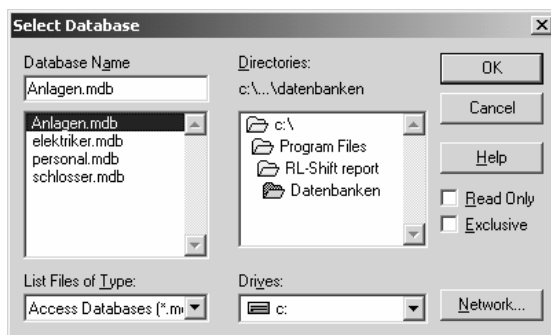
To create the new link, you have to click on „Build”.



Img. 21

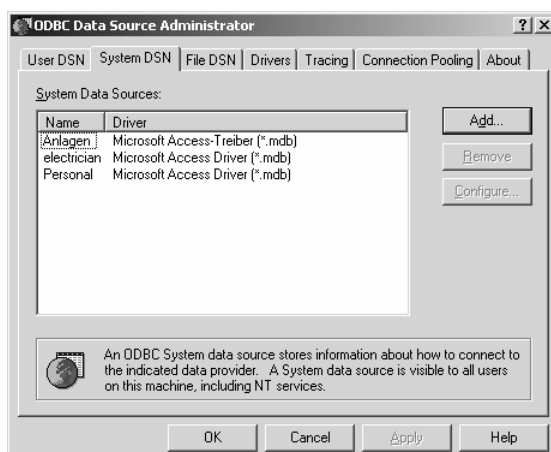
Enter the name of the link. You must enter the name “personal” to make the link of the personal-database and later the links must named “anlagen” to link the machine-database.

Then you have to push the button “choose”.



Img. 22

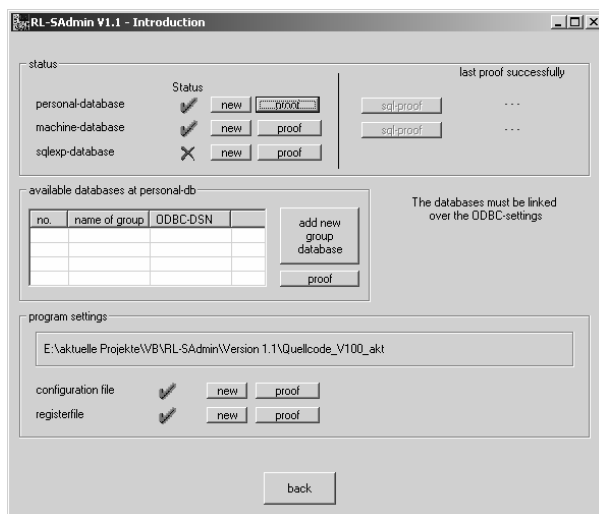
Now you have to select the exactly folder the database was placed in.



Img. 23

The creation and the linking of the databases is finished now and the tool „RL-SAdmin“ has access to the data's.

At this time the most important work has been done. The program has access to the databases and you can make definitions of your groups and your machines.



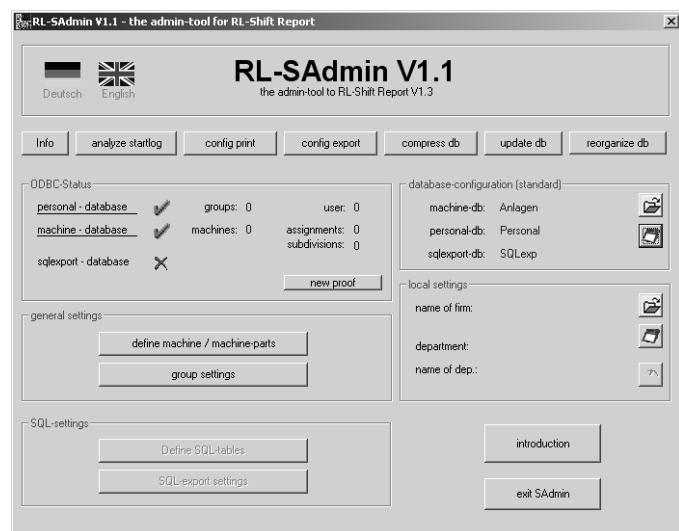
Img. 24

If you are still in the windows „Introduction“ you can click at the button „proof“ to see the actual status of the ODBC-links.

There should appear a green hook in the status symbol.

In the start window the status of the links is also showed after restart of the program or after click at the button >>new proof<<.

There will be also a green hook after the database name.



Img. 25

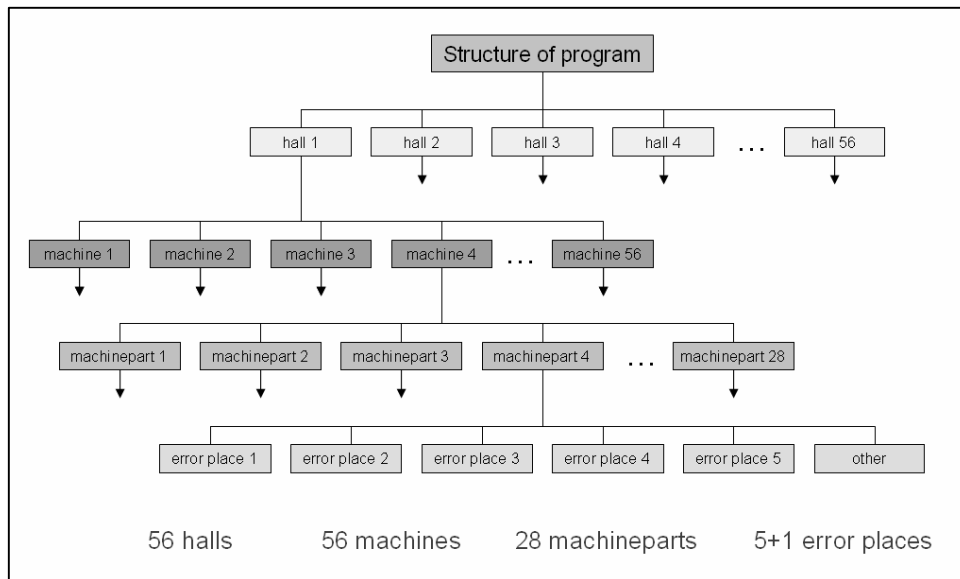
## Making machine definitions

In the next step there have to define the machine structure of your firm or department. This will be the most time-consuming work during introduction of the program.

You should first be clear about the machinestructure because this are the elementary datas of each program of the RL-series. Therefore on the next pages is a short image to demonstrate the structure.

The arrangement should be well considered because changing the data in future will take much time. If you have questions to this definitions you can ask me per mail. I will help you as much as I can.





Img. 26

To make the machine definition you have to change in the next window per click at the button >>define machines / machine-parts<<. There can make all definitions to your machines.

RL-SAdmin V1.1 - Definition of the machines

machines machine-parts

no machine selected  
name of selected machine  
[text box]  
<<< save data record

no machine-part selected  
machine-part : [text box]  
cost centre : [text box] <<  
cost-centre name : [text box]  
Import  
assignment : [text box] <<  
subdivision : [text box] <<  
group of errorcodes : [text box] <<  
without book  
cost centre  
inventory no.  
order no.  
Reset  
<<< save data record

exit definition

Log-report

id	date	admin	change

Img. 27



Img. 28

First you have to insert a new machine in the left table. Therefore you have to click at the button "Insert" at the bottom of the machine list.

Img. 29

Please enter the name of the machine in the textfield at the top.

Save this entry by click at the button >>>save data record<< .

By click on the symbol at the right of the textfield you can change to the machinecard. In that formular you can enter all machine information. Later in the program "RL-Shift Report" you can open this form to see the data, too.

So you have already access to the most important machine information. This will be described more detailed in a later chapter of this manual because it's not so important for introduction of the "Shift-Report".

machine-parts					
n.	machine-part	cost ce...	cost name	k.	assignm.
1				0	0
2				0	0
3				0	0
4				0	0
5				0	0
6				0	0
7				0	0
8				0	0
9				0	0
10				0	0
11				0	0
12				0	0
13				0	0
14				0	0
15				0	0
16				0	0
17				0	0
18				0	0
19				0	0
20				0	0
21				0	0
22				0	0
23				0	0
24				0	0
25				0	0
26				0	0
27				0	0
28				0	0

Img. 30

After you have saved the new entry respectively after clicking on the new machine name you became a new list with the possible 28 machine parts. This list will be cleared at this moment, because there isn't any definition made.

Choose the name of the machine-part and enter this name to the according textfield in the data frame.

Although for each machine-part you can define a machinecard. Click on the symbol at the right of the name of the machine-part.

For each machine-part you can make severall entries:

- Cost centre, max. 30 lenght
- Name of the cost centre, max. 50 lenght
- Assignment, max. 50 lenght
- Subdivision
- Group of error codes
- Kind of costs (cost centre, Inventory no., a.s.o.)
- Optional you can enter the selection of the reservation if you are using the SQL-export.

The button >>Import<< is only enabled if you are using the option of the SQL-export and is described in a later chapter.

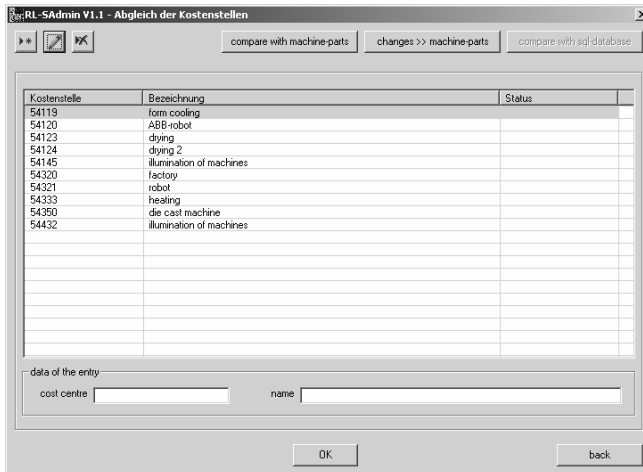
The assignment could be used for example to describe in which department the machine is placed respectively which product is made on the machine.

This assignments could be defined by clicking on the button at the right of the textfield.

Img. 31

## Administration of the cost centres and names of the cost centres

Each const centre has a name which could be changed in future. Many machines could be part of one cost centre so you had to change the cost centre in each data record respectively in each machine. You have to define the name of the cost centre only once and then you can choose this name from the list that appears by clicking on the button to the right of the textfield.



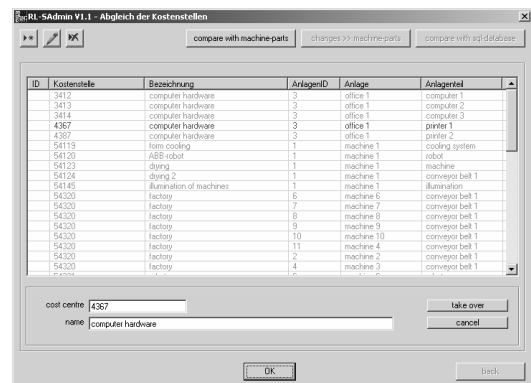
Img. 31a

If the name of a cost centre have to be changed there is a function which will change the name in each data record of a machine-part this const centre is used. You have to do only one click on the button “changes >> machine-parts”

Possibly you entered different names to the same cost centre. This you can find out by click on the button “compare with machine-parts”

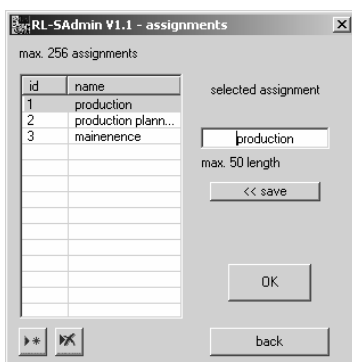
A search in the databases will be started and the differences will be listed in an report. If there are mistakes or more then one name for one cost centre the entries will be written red. Then it's possible to select the right name and change the name for this cost centre in the machine-database.

Then you have to finish by click on „changes >> machine-parts“ to change the names in each data record of the machine-parts.



Img. 31b

## Define the assignment of the machines



Img. 32

To make a new assignment you have to click first at the button „insert“ and then you have to enter the name of the new assignment.

To save the new entry click at the button „<< save“

The actual selected assignment is taken over to the data of the machine-part if you click at >>OK<<.

### Definition of machine-parts subdivision / errorplaces

id	name	place 1	place 2	place 3	place 4	place 5
1	die cast machine	electric	hydraulic	pneumatic	operating error	
2	ABB-robot	grip elect.	grip mech.	sens/motor	program	
3	cooling system	water supply	valve	tube		
4	local system	monitor	harddisk	keyboard	operating sy...	operating error
5	printer	ink	paper	dirty	cable	operating error
6	conveyor belt	motor	bucket	sensors		

Img. 33

Through the subdivision every machine-part could be divided into 5 error places.

The sixth error place „other“ is always available and must not be defined separately.

One subdivision could be used for more than one machine-part.

To add a new errorplace definition you have to click at the button >>Insert<<. Then you have to enter the name of the new errorplace in the textfield. By clicking at the button “<< save” the data record will be saved in the database.

Of course you can copy data records to save work. Wrong or not used records can be deleted if you click on the button >>delete<<.



Img. 34

With this function you could examine the using of the subdivision. Therefore you easily could see which are used or not.

id	name	co.	place used
1	die cast machine	9	p1:1< p2:1< p4:1< p6:1< p7:1< p8:1< p9:1< p10:1< p11:1<
2	ABB-robot	9	p1:3< p2:3< p4:3< p6:3< p7:3< p8:3< p9:3< p10:3< p11:3<
3	cooling system	1	p1:4<
4	local system	3	p3:1< p3:2< p3:3<
5	printer	2	p3:8< p3:9<
6	conveyor belt	0	//

Img. 35



Img. 36

With this function you also get a fast summary about the machine-parts which are using the selected subdivision.

This should be done before you make changes on the definition of the subdivision. Maybe your changes have more effects as you thought because the subdivision is used by more than one machine-part.

id	machine	machine-part
1	machine 1	machine
2	machine 2	machine
4	machine 3	machine
6	machine 6	machine
7	machine 7	machine
8	machine 8	machine
9	machine 9	machine
10	machine 10	machine
11	machine 4	machine

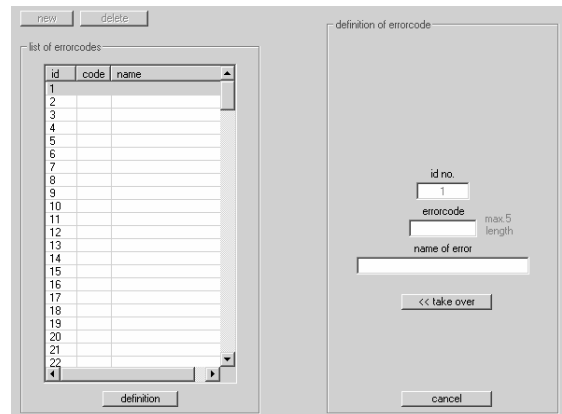
Img. 37

## Definition of errorcodes and groups of errorcodes

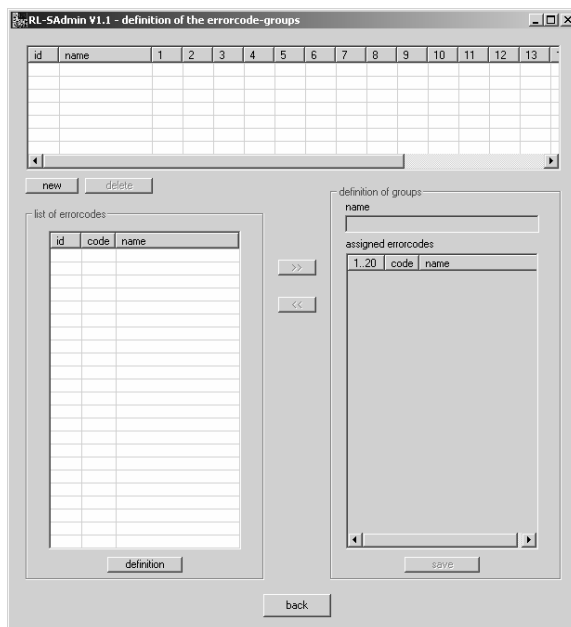
There will be 200 errorcodes in the database you could free define. One of these errorcodes has to be selected when you make an entry in the program "RL-Shift Report".

To enter a new errorcode you have to click on the button >> definition << at the bottom of the list.

At the right side of the window you now enter the short cut and the name of the errorcode.



Img. 38



Img. 39

If you have to select an errorcode from a list of 200 it's very confusing. So you can define a group of errorcodes for each machine-part. Every group could have 20 errorcodes in it.

Therefore you have to click on the button >>new<< and then you can add or delete an errorcode by click on the arrows between the two lists.

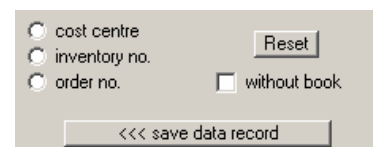
This definition has to be saved by click on the button >>save<<.

If you exit this window the active selected group of errorcodes will be taken over to the data of the machine-part.

## Select the kind of costs

To fix the data record you now only have to select what kind the costs are.

There are 3 selections possible. You can book the entries to cost centres, inventory numbers or order numbers. This only takes care if you are using the SQL-export.



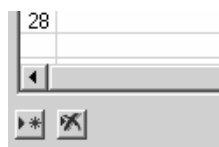
Img. 40

If you select the option „without book“ the entries made in the program "RL-Shift Report" will not be transferred to the external SQL-database.

### Fix the data record of a machine-part

To fix the data's of the machine-part at last you have to save this data by clicking at then button >>save data record<<. The list will be updated with the new data at this time.

### Copy / Delete machine-parts



Img. 41

By clicking on the button at the bottom of the list you can insert a new machine-part at this place you selected in the list. All other machine-parts are moved one line down. Also you can delete the selected line. Then the following machine-parts will be moved up.

### Copy / Delete complete machines



Img. 42

Similar to the machine-parts you can also copy or delete complete machines. All machine-parts of the machine will be copied with the machine.

Naturally a complete machine could be deleted, too. Please note that this action can't be cancelled.

### Log-reporting

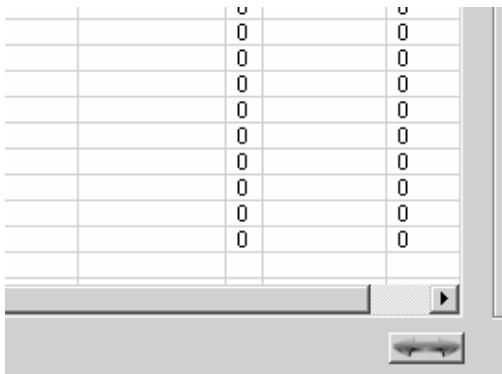
All actions you do while the definition of the machines will be recorded in a log-table of the database. So you can see which admin made changes to the definition.

Log-report			
id	date	admin	change
43	07.09.2004 20:42:43	Admin	machine-part no.27:machine 1 inserted new. No.28 deleted
42	07.09.2004 20:42:04	Admin	Insert/Change machine-part no.1 'machine 1 : '
41	07.09.2004 20:40:40	Admin	machine-part no.10:machine 1 '' deleted
40	07.09.2004 20:40:12	Admin	Insert/Change machine-part no.2 'office 1 - printer 2'

Img. 43

### Moving machine-parts

Sometimes machine-parts will be moved from one machine to another. This moving has to be made in the definition of the machines, too. Every data of the machine-part, inclusive the machine-card, will be moved with the following function. The data in the program "RL-Shift Report" have to changed by another function called "reorganize db", but this function will be described in a later chapter.



Img. 44

The frame at the right side of the window will change and shows you the source you want to copy. Now you have to select the destination from the list the source should be copied to.

If you have all data of source and destination filled in the right frame you can click on the button >>move<< to start the move.

First you have to select the machine-part you want to move.  
If you click at the button at the lower right side of the window the function could be activated.

moving machine-part

**source**

machine id.

machine-part

machine

machine-part

**destination**

machine id.

machine-part

machine

machine-part

Img. 45

**machines**

id	machine
1	machine 1
2	machine 2
3	office 1
4	machine 3
5	machine 5
6	machine 6
7	machine 7
8	machine 8
9	machine 9
10	machine 10
11	machine 4

**machine-parts**

n.	machine-part	cost ce...	cost name	k.	assignm.	sub...
1				0		0
2				0		0
3				0		0
4				0		0
5				0		0
6				0		0
7				0		0
8				0		0
9				0		0
10				0		0
11				0		0
12				0		0
13				0		0
14				0		0
15				0		0
16				0		0
17				0		0
18				0		0
19				0		0
20				0		0
21				0		0
22				0		0
23				0		0
24				0		0
25				0		0
26				0		0
27				0		0
28				0		0

**selected machine : 5**

name of selected machine

**moving machine-part**

**source**

machine id.

machine-part

machine

machine-part

**destination**

machine id.

machine-part

machine

machine-part

Img. 46

### Edit group-settings

In this chapter you will learn how to add new groups or how you have to set all definitions for the groups.

Therefore you have to click on the button >>group-settings<<

RL-SAdmin V1.1 - group administration

available groups

no.	name of the ...	ODBC-DSN	status

add new group  
delete group  
new proof

no selection

name of group  max. 20 length  
DSN-link   
<< enter  
db-shortcut ☐ <<

user userlevel halls analyze colors calling archive

log-report

back

Img. 47

If you make a new introduction no groups are defined. So, you have to click on >>add new group<<. The cursor changes to the textfield of the name of the group. Please enter the name for the new group.

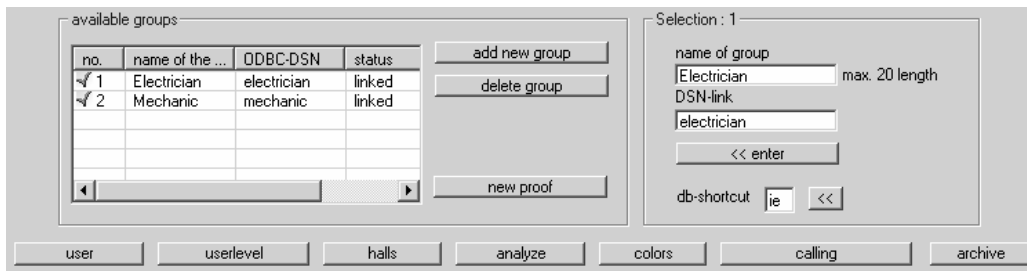
In the textfield of the ODBC-Link you have to enter the name you defined in the windows system-settings. This must be the same name you used to define the group-database there.

You have to click on the button „<< enter“ before you want to enter the db-shortcut. In the left list should appear the new group now. If the link to the ODBC-datasource is found and working there will be shown a orange hook in the list and the actions will be enabled.

At last enter a shortcut for this database which is needed to define the entries to each group later.



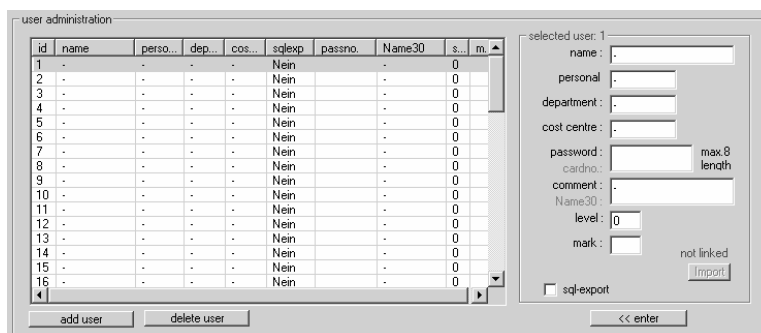
In this example the sb-shortcut „ie“ was used for then group „elektrician“. If all data are right and the ODBC-link is working the actions are enabled like here.



Img. 48

### Add a new user

You can add max. 60 user per group. Click an the row of the user you want to define or you want to edit. Then you can fill the data of the textfield on the right side.



Img. 49

It won't be a problem to fill the data, because it's really simple.

The name will appear later at the selection of the authors.

For each user the personal-number and the cost centre of the user has to be entered.

The password, you can assign to each user, couldn't be changed from the user by himself. This original-password will be work at every time but could changed from the administrator.

The comment is only needed for a later sql-export if you need this function.

For the different actions in the program shift-report are some user-levels defined. Here you can assign a level to the user.

The mark of the user could contain the initials of the user's name, for example. The data record in the shift report will be marked with this letters.

The option „SQL-export“ could be enabled or disabled explicit for each user, because maybe not all entries should be exported. If this option is disabled no entries will be exported.

If you have entered all data please click on the button „<< enter“ to save your data in the database.

### Definition of the user-level

For the different actions in the program RL-Shift report you can define levels. Only users with the right user-level will be able to do the changes because only in that case the actions will be enabled.

	level		level		level
mark an entry as read:	7	edit entry (author):	1	edit docu-links:	9
mark a entry as important:	7	edit entry (machine):	1	edit machine-cards:	9
edit entry:	1	edit entry (time):	1	level to orderbook:	1
delete entry:	7	edit entry (status):	9	level to archive:	8
edit entry (date):	1	edit entry (reason):	9	delete own entries:	<input type="checkbox"/>
edit entra (shift):	1	edit entry (errorcode):	9	edit own entries:	<input type="checkbox"/>

save

Img. 50

### Mark an entry as read

With this level the user is allowed to „read“ then entries of the shift report. In the shift report it's not possible to see who have read the entry, so you have certainly to decide who gets this level.

### Mark a entry as important

Entries can be marked as important in the shift report. The entry will be marked with a red exclamation mark in the list. This userlevel will be required.

With this userlevel there will be additional information at the print of the analze. The summary of the times and the waittimes will be printed at the end of the report.

With this userlevel s list to select the authors in the monthly report will be shown. This level should be selected for master an foreman.

### Edit Entry

This userlevel is needed to open the window for editing the entries of the shift report.

### Delete Entry

To delete an entry which is not written by myself, you must have this userlevel. This level should have only foreman.

### Edit entry (date, shift, author, machine, time, reason, errorcode)

Every field could be locked during the editing of an entry. Only users with the right level can make changes at the data.

### Edit docu-links

With this level you will be able to edit the links for the documentation. A new button is shown at the window of the documentation-links.

### Edit the machine-cards

With this level the user is able to change the details of the machine-cards or the machinepart-cards. Also, the list of manufacturers, machine types and the types of controls can be changed with this level.

### Level to orderbook

To make changes in the orderbook, respectively mark the entries 'booked' or 'done' this userlevel is needed.

### Level to archive

This userlevel has no function at the moment.

### Optionfield: delete own entries

Only if this option is selected, authors can delete entries of the shift report they made themselves.

### Optionfield : edit own entries

If this option is selected, the authors can edit their own entries in the shift report. They must also have the general level to edit.

## **Making hall-definitions**

For each group you can define more halls. To add a new hall click easily to the number in the list of halls and enter a new name for the hall. Then you have to finish the entry by clicking on the button "<< enter"

hall administration

☒ using more halls

id	name of hall
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	

hall-id: 1

name of hall:

<< enter

get name

synonyms

assign machines

n...	name of machine	id
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		

actual machine-id: 1

selected machine:

assign machine

available machines

id	machine
1	machine 1
2	machine 2
3	office 1
4	machine 3
5	machine 5
6	machine 6
7	machine 7
8	machine 8
9	machine 9
10	machine 10
11	machine 4

detailed preview

data from group

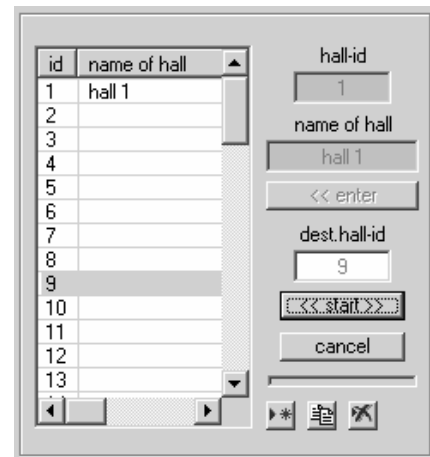
Img. 51

If you want to add a hall between to other names of halls you can mark the hall you want to move down and click on the button „insert hall“. All halls below will be moved down by one hall. Surely you can delete or copy complete halls and the assigned machines

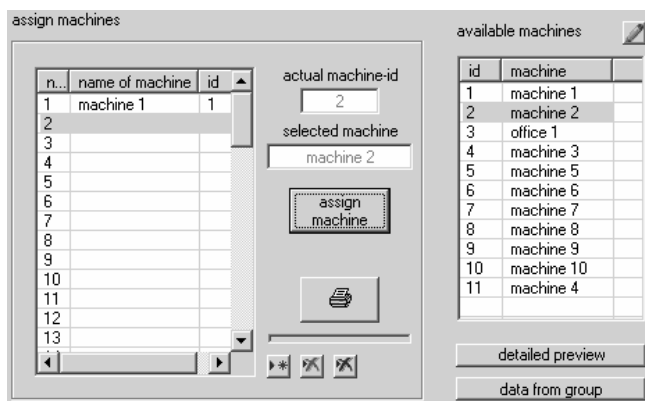
You also can print the definition of the hall.

To copy a hall you only have to select the hall and then you have to click on the button >>copy hall<<.

Please select the destination place in the list and then click on the button “<< start >>”. The copy will be started at this time. With a click on the button „cancel“ you can break the copy.



Img. 52



Img. 53

Then you can make the assignments of the machines in you hall.

First you have to select the place in the list of machines in the hall. The number of the place will be written in the textfield “actual machine-id”. If you select a machine in the right list of available machines the selected name should appear in the textfield “selected machine”. At last you finish the assignment with click on the button “assign machine”.

To add a new machine between to others, you have first to select the machine you want to move down. Then click on the button >>insert machine<<. All machines below will move down for one row of the list.

There will be two possibilities to delete a machine from the definition list. You can delete only the name from the list by clicking on the button “delete only name of machine”. The place in the list will be empty.

If you want to delete the machine and also the machines below should move one row on top then you can click on the right button “delete complete machine”.

The definition of the hall can also be printed.



Img. 54

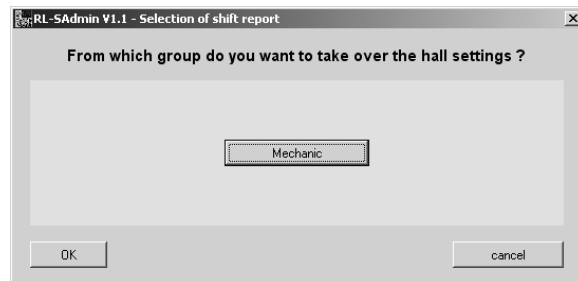
If you want to see the arrangement of machines and halls in the view of the program RL-Shift report you can click on the button „detailed preview“. A new preview window will open.

Here you can click through the arrangement of the defined halls.

To minimize the time of definition there is a function available to take over the hall definition from other groups.

Click on the button „data from group“ to use this function.

In the new window you can select the group you want to get the data from.

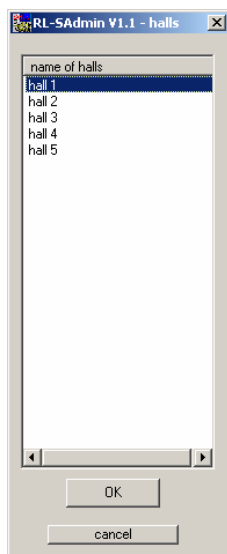


Img. 55



Img. 56

With a click on the pencil-button you can directly change to the machine-definition to edit.



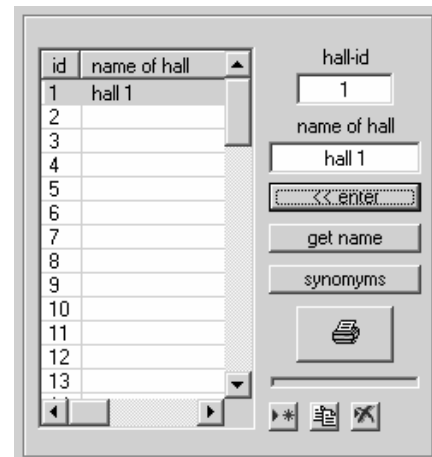
Img. 57

It's easy possible that you make mistakes when you define the halls. For example the way of writing the name of a hall will be little different. To exclude those mistakes you can use the function “get name”.

Now you can choose a name of an already defined hall from the list.

If you want to arrange only one hall you can deselect the function „using more halls”. The complete possibility to select a hall in the program RL-Shift report will be disabled. You are starting directly by selecting a machine.

You also have to enter a name for this one hall.



The screenshot shows a software window with a table on the left and control elements on the right. The table has two columns: 'id' and 'name of hall'. The first row contains '1' and 'hall 1'. Rows 2 through 13 are empty. To the right of the table, there is a 'hall-id' input field with the value '1', a 'name of hall' input field with the value 'hall 1', a '<< enter' button, a 'get name' button, a 'synonyms' button, and a printer icon. At the bottom right are three small icons: a magnifying glass, a document, and a trash can.

Img. 58

### Lists for selection in analysis

If we searched at every start of the analysis for the halls and machines which are used in this group it would take very long to start. So we solved this problem by using pre-searched lists will be created here in the administration. However, also here in the administration it can take long time to search the databases if there are many machines defined.



The screenshot shows a window titled 'analyze administration' containing three panels. Each panel has a title, a status message, and two buttons. The first panel is titled 'machine : 'all halls'', has the status 'no entries found', and buttons 'delete list' and 'search machines'. The second panel is titled 'machine-parts : 'all machines'', has the status 'no entries found', and buttons 'delete list' and 'search machine-parts'. The third panel is titled 'errorplace : 'all machine-parts'', has the status 'no entries found', and buttons 'delete list' and 'search error places'. Each panel also has a small horizontal bar at the bottom.

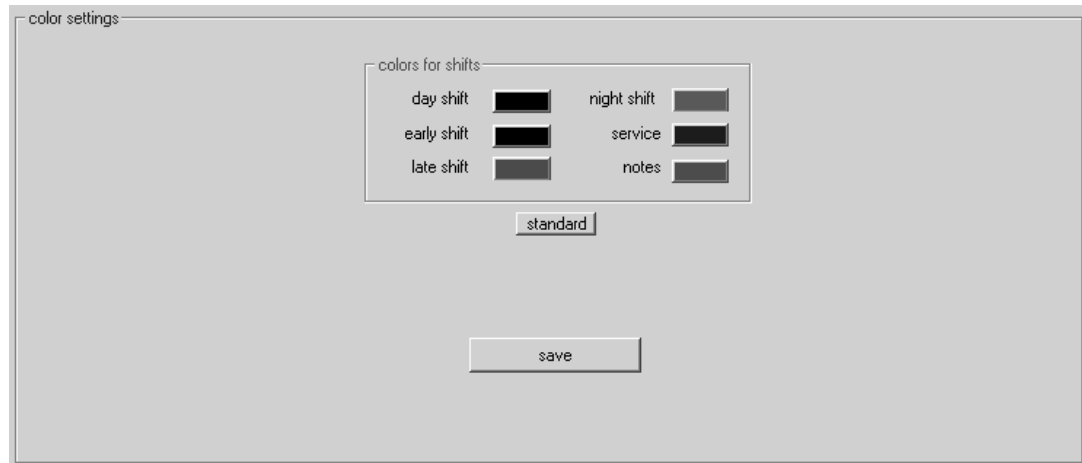
Img. 59

First click on the button >>search machines<< then click on the button >>search machine-parts<< and at last click on the button >>search error places<<. Every database is searched and the lists will be created and saved.

If there already be found entries, then you should delete all lists first.

### Color-settings for the shift report

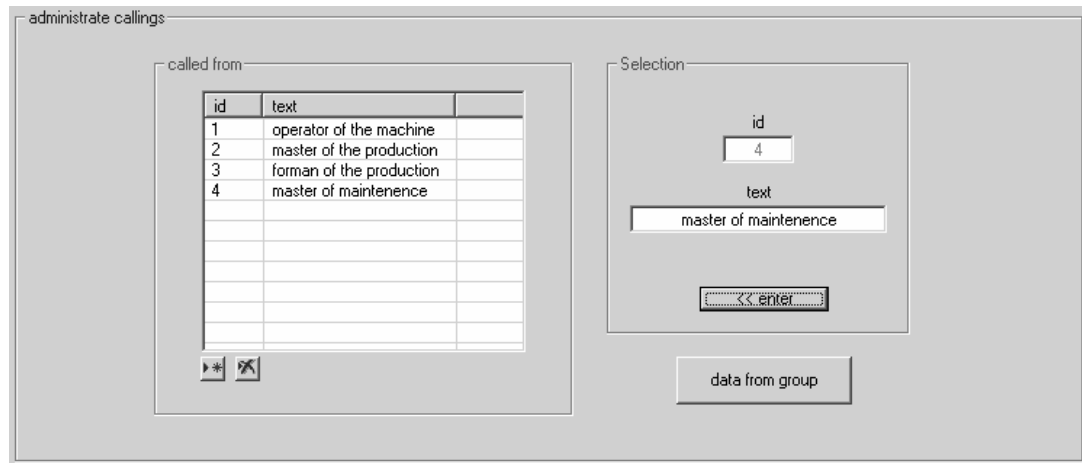
You can assign different colors to the shifts so you can have a quick view the report and see the different between the shifts. If you want to change the colors you have to click on the colored button. Don't forget to save the changes in the database.



Img. 60

### Selectionlist for the calling.

If you are making an entry in the shift report a person could be selected which is calling the maintenance. This list of persons can be pre-defined with this function.



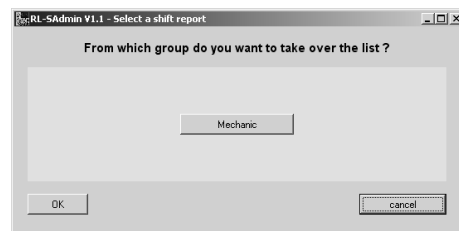
id	text
1	operator of the machine
2	master of the production
3	forman of the production
4	master of maintenance

Img. 61

To insert a new data record click first on the button >>insert new<< . Then you have to enter the name of the person or group in the textfield. Now you have to click on the button "<< enter" to finish. Surely you can take over the data of the list from another group.

You can take over the whole list from another group.

Select the group and click on >>OK<< to start the process.



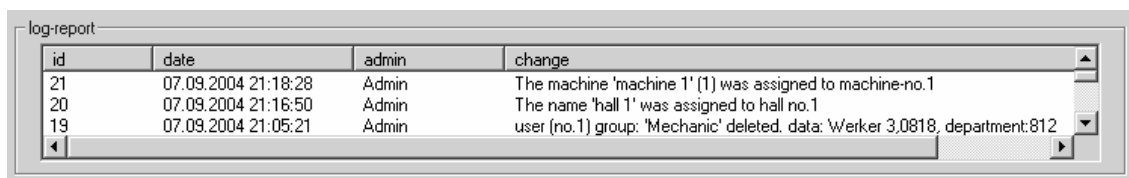
Img. 62

### Making an archive and assign to a group

To minimize the needed place on your harddisk for the actual used databases this function was created. If the actual database on the network is small the access to this database is always more quick. So you can archive the data record of the last years to a new database which is placed local on each system at least. The complete explanation to this function will be described in a later chapter. It's not necessary to know for the introduction of the program.

### Log-reports

All actions during the definition of the machines or the groups will make entries to a log-file. So you easily can see which administrator makes changes to the data.



id	date	admin	change
21	07.09.2004 21:18:28	Admin	The machine 'machine 1' (1) was assigned to machine-no.1
20	07.09.2004 21:16:50	Admin	The name 'hall 1' was assigned to hall no.1
19	07.09.2004 21:05:21	Admin	user (no.1) group: 'Mechanic' deleted. data: 'Werker 3,0818, department:812

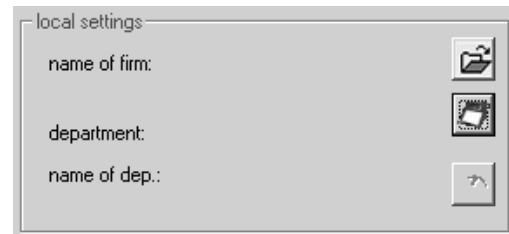
Img. 63



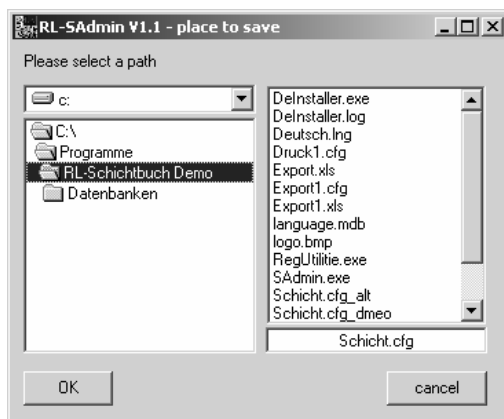
## Writing the local settings to your harddisk

To make a local installation of the software “RL-Shift report” to a pc-system you have to write a configuration-file to the directory of the installation.

To write a new configuration you have to click on the button with the disc-symbol in the starting-winodow of the tool “RL-SAdmin”.



Img. 64



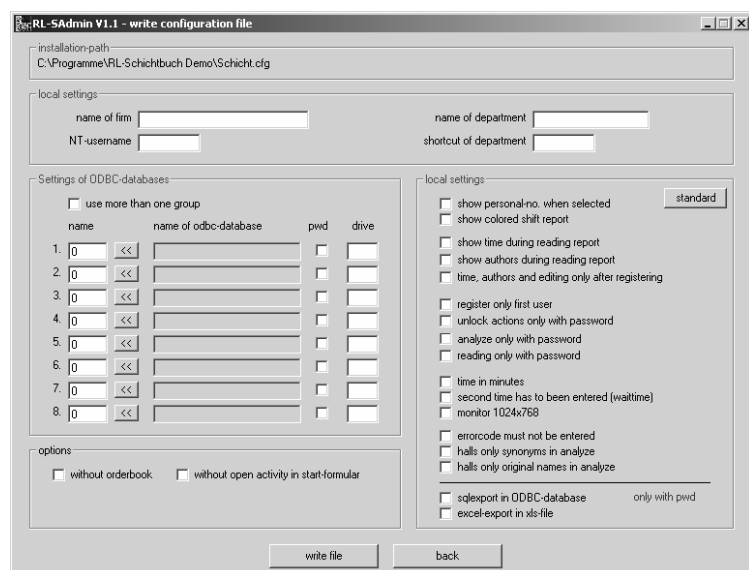
Img. 65

Choose the directory where the configuration-file has to be saved.

In the textfields on the top you have to enter the name and the data of your firm.

The shortcut and the name of the department will be shown in the starting window of the program “RL-Shift report”.

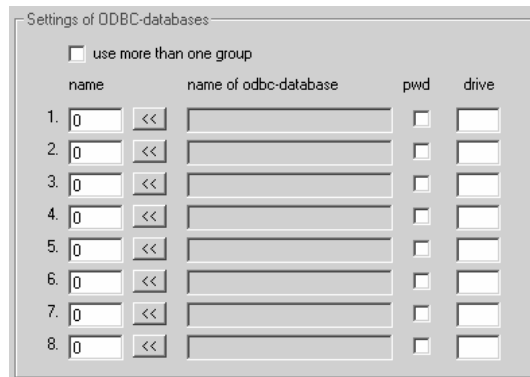
The textfield for the „NT-Username“ should be filled with the name of the pc-system. With this name you can see on which system an entry was made in the shift report.



Img. 66

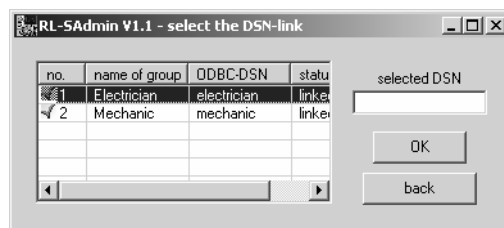
In the next Stepp you have to define the groups which are used by the local installation. The databases of the groups must be already linked in the ODBC-settings and the links must work.

If you want to use more than one group you have to select the option „use more than one group”.



Img. 67

To add a new group you have to click on the arrow-button behind the textfield with the number.

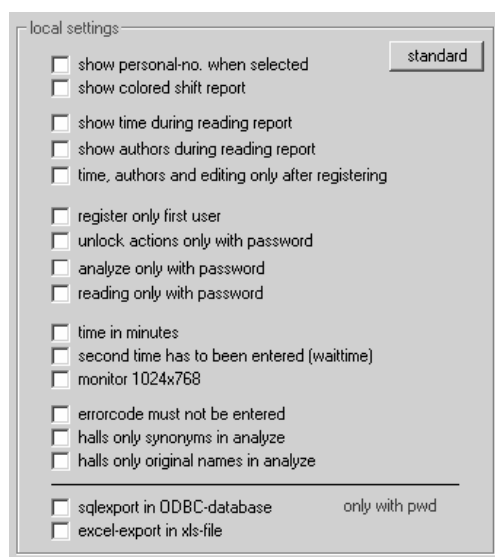


Img. 68

In the new dialog you have to select the group you want to add to the configuration. You only should add groups, which are linked and listed with an orange hook.

If you choose the option „pwd“ the authors generally have to enter his personal password to unlock all the shift report for this group.

For each group a letter for a drive of your pc-system has to be entered. This drive is used for the docu-links. For example if the documentation of the machines is placed local on each pc-system then you have to enter the drive-letter “C” . Maybe the directory is on a network-drive, then you have the letter of this drive.



Img. 69

There are many program options you can choose for your own installation.

If you want the standard options to use you can easily select automatically by click on the button „standard“

The both options in the lower can only be selected by entering a password. This password is optional. Please contact us per mail.

The options are described in details in the following passage.

☐ show personal-no. when selected

Img. 70

If you are with the mouse over a button by changing an author his personal-number will be shown as tooltip.

☐ show colored shift report

Img. 71

If this option ist selected the entries will be shown in the defined shift-colors. Otherwise the complete list will be written in black.

☐ show time during reading report

Img. 72

If this option will be activated the entries in the read-mode will be shown with the entered worktime. No password is required to register an user before. This option only takes effect if generally a password is needed, respectively is selected for the group.

☐ show authors during reading report

Img. 73

If this option will be activated the entries in the read-mode will be shown with the entred authors. No password is required to register an user before. This option only takes effect if generally a password is needed, respectively is selected for the group.

☐ time, authors and editing only after registering

Img. 74

If you select this option the authors the worktime is enabled only after register an user. Also the editing of the entries is enabled then. This option only takes effect if generally a password is needed, respectively is selected for the group.

☐ register only first user

Img. 75

If this option will be selected only the first author has to register with his password. The next max. 4 authors could be registered at the author-selection without password. So it's possible that one author writes an entry and select all other involved team-mate.

☐ unlock actions only with password

Img. 76

All the different functions in the start window of the program will be enabled after entering a password. This option only takes effect if generally a password is needed, respectively is selected for the group.

☐ analyze only with password

Img. 77

To start the analyze the user must enter a password. This option only takes effect if generally a password is needed, respectively is selected for the group.

☐ reading only with password

Img. 78

Only after registering with a password the read-mode will be enabled. This option only takes effect if generally a password is needed, respectively is selected for the group.

☐ time in minutes

Img. 79

As a standard-time format the hourly format is chosen in the program as a decimal number. Would you like to enter all times in minutes you can select this option. Please make your decision before you use the program.

☐ second time has to been entered (waittime)

Img. 80

With this option it's possible to enter a second time. In this case this time is used as waittime and means for example the time a machine is out of order and no service personal is available at this time.

☐ sqllexport in ODBC-database

**(only available with password)**

Img. 81

If this option is selected all entries will be exported to an external sql-database. What kind of database you want to use makes no difference because all databases are linked per ODBC-link and the driver for the database must be installed in the windows system-environment. You have to make more settings for this option, but this is described in details in a later chapter.

☐ excel-export in xls-file

**(only available with password)**

Img. 82

If you want to export the data from the shift report the data will be written into a textfile. The data's will be splitted with a #. So the data could be imported in MS-Excel with the funciont "text in coloums". If you select this option MS-Excel must be installed local on the pc-system. Otherwise a error will occure.

☐ monitor 1024x768

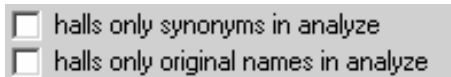
Img. 82a

To use a bigger version of the program on your monitor you can select this option.

☐ errorcode must not be entered

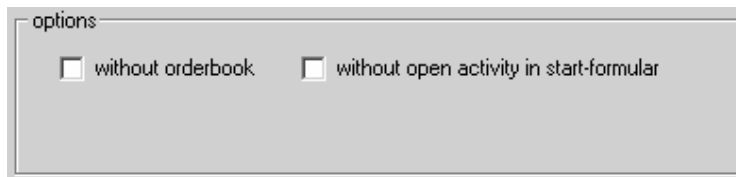
Img. 82b

If this option is selected the authors do no have to enter a errorcode while making an entry in the shift report. Otherwise the input is a duty.



Img. 82c

In the definition of the halls you could use synonyms for the halls. This means that you can enter a second name for one hall. More halls could have the same synonym. So it's possible to make different halls in different groups but you can link with the synonyms. With this selection you now can decide what names are shown in the selection of the analyze.



Img. 83

If you want to work without the extended functions of the program RL-Shift report then you can select these two options.

Please save this configuration by clicking on the button >>write file<<. So you have finished all necessary configuration for the local installation. Now you can start the program the first time.

In the following chapter you will hear many things about the extensions and the configuring the extensions to administrate the databases and the program. So it's always good to work through the chapters as well as the introduction.

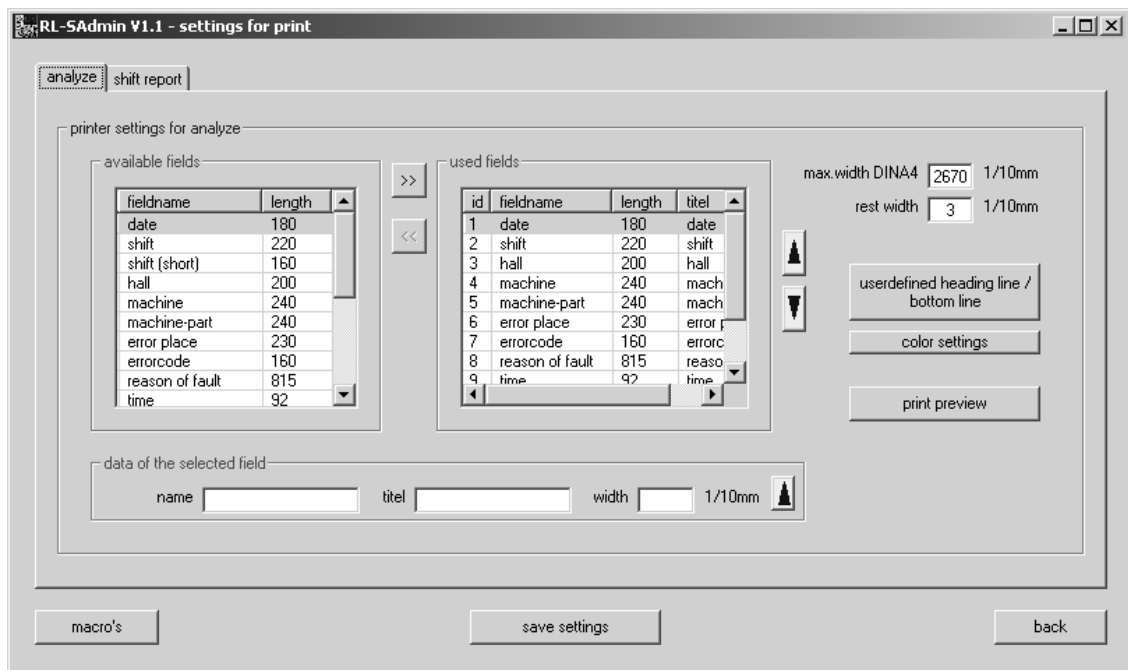


# Config print

There is an additional function to configure the print of reports integrated. It's flexible to your wishes and you can define each column and the column-width.

You have to click on the button >>config print<< in the start-window of RL-SAdmin.

With the installation of the program a standard-configuration is installed, too. If you want you can change the settings how described in this chapter.



Img. 84

## Config print-view for analysis

The print-view for the analysis and the entries of the shift-report could be configured separate. The process is the same. Here we describe for example the configure of the analysis print-view.

The format of the paper is defined as landscape.

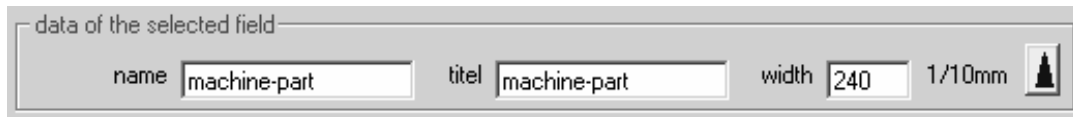
In the list on the left side you can see all available columns that could added to your personal view. In the list on the right side you see the actual columns that you have added already. With the two arrow-button in the middle you can add or delete columns to your personal view.



With the arrow-button to the right you can change the order of the fields in your selection. You can move each field up or down.

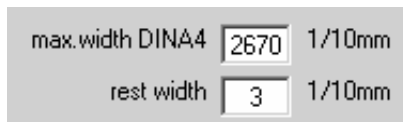
Img. 85

If you want to change the data of the added field you can do it below the two lists in the textfields. You can only change the title or the width of the selected field.



Img. 86

You can change the title and the width of the columns. At the end you can take over this settings by clicking on the arrow-up-button to the right side. The data in the right list will be updated then.



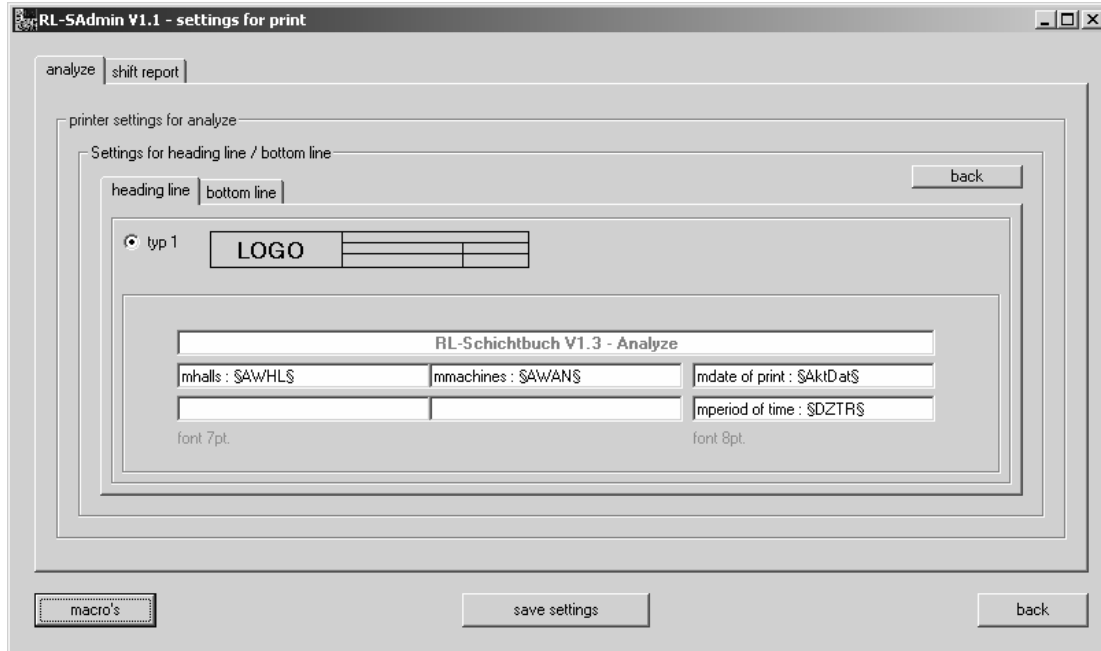
Img. 87

Please note the rest of the width in the upper right of the window. You should nearly set this value to zero.

To finish the settings you have to save your data by click on the button >> save settings<<.

### Userdefined heading line / bottom line

You have to click on the button >>userdefined heading line / bottom line<< to reach the following window.




Img. 88


The textfields can be filled with a permanent text or different macro-instructions which are pre-defined and contain values from the program composed during the runtime of the program.



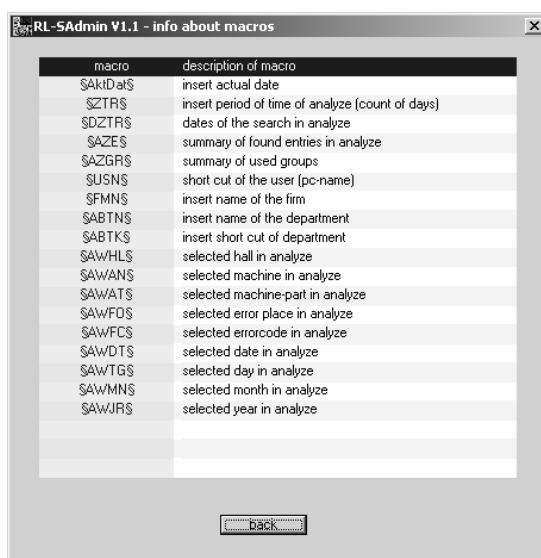
The first letter in the textfield means the alignment of the whole string in the textfield. Therefore you can write only 3 possible letters as first letter. You have to enter a lower char for the alignment.

Alignment left :  Img. 89

Alignment middle :  Img. 90

Alignment right :  Img. 91

If you want to see all possible macro-instructions you can click on the button to the lower left side of then window. There is a button >>macro's<< you have to click on.



Img. 92

### **\$AktDat\$**

The placeholder will be replaced with the actual date.

### **\$SZTR\$**

This macro will be replaced with the summary of the searched days.

### **\$SDZTR\$**

This macro will be replaced with the dates of the searched period of time.

### **\$SAZE\$**

The placeholder will be replaced with the summary of the found entries.

### **\$SAZGR\$**

The summary of the searched groups, respectively the summary of groups defined in the general-settings will be printed.

### **\$SUSN\$**

The first- and the last name of the user, defined in the usersettings, will be printed instead of the placeholder.

### **\$FMN\$, \$ABTN\$, \$ABTK\$**

The name of the firm, the name of the department or the shortcut of the department will be inserted to the print.

### **\$AWHL\$, \$AWAN\$, \$AWAT\$, \$AWFO\$, \$AWFC\$, \$AWDT\$, \$AWTG\$, \$AWMN\$, \$AWJR\$**

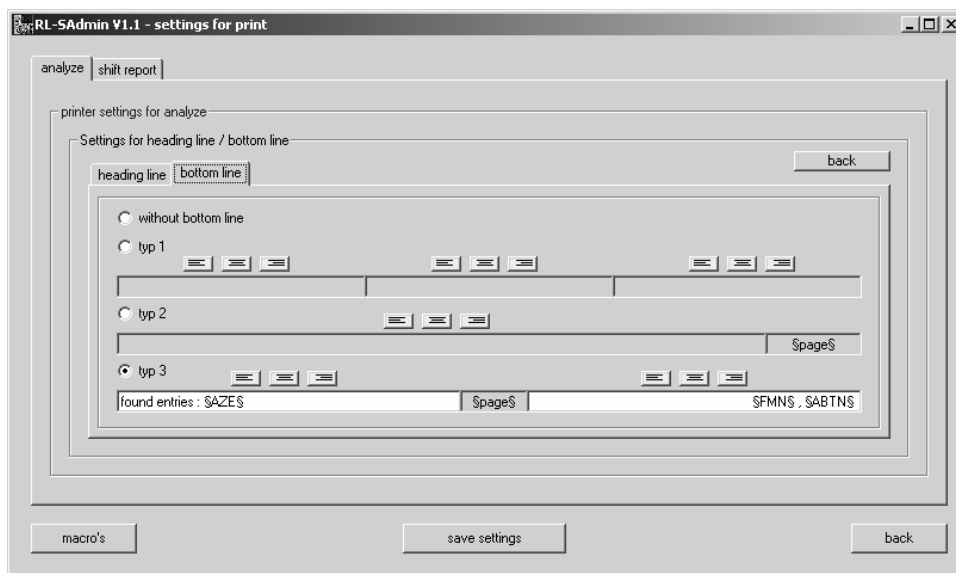
This placeholders will be replaced by the selections of the analyze you made. This macros only make sense in the heading and bottom line of the analyze.

Don't forget to save this setting by clicking on the button >>save settings<<.

The configuration of the userdefined bottom line will be nearly the same process as the heading line. You can choose 3 views but only the last two will be printed with the page numbers.

A big difference is the setting of the alignment. In this configuration you can click 3 button to choose the wished alignment.

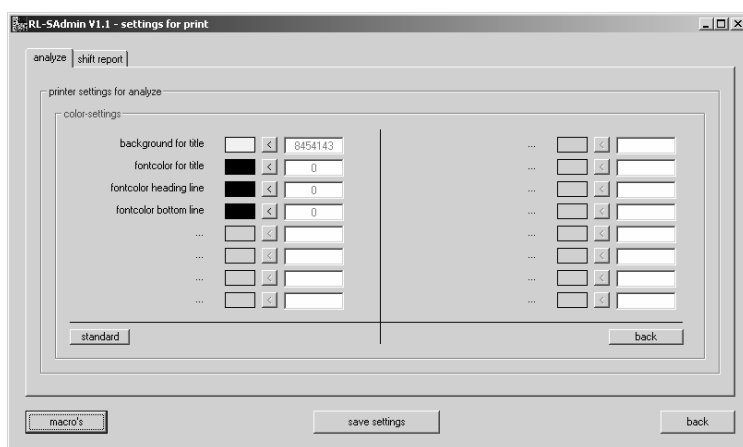
Also in this definition you can use the macro-instructions.



Img. 93

Please don't forget to save now, because if you change the window or the frame all you changes will be lost. So click easily on the button >>save settings<<.

Also the colors of the separate print-components can be changed. To reach this selection you have to click on the button >>color settings<<.



Img. 94

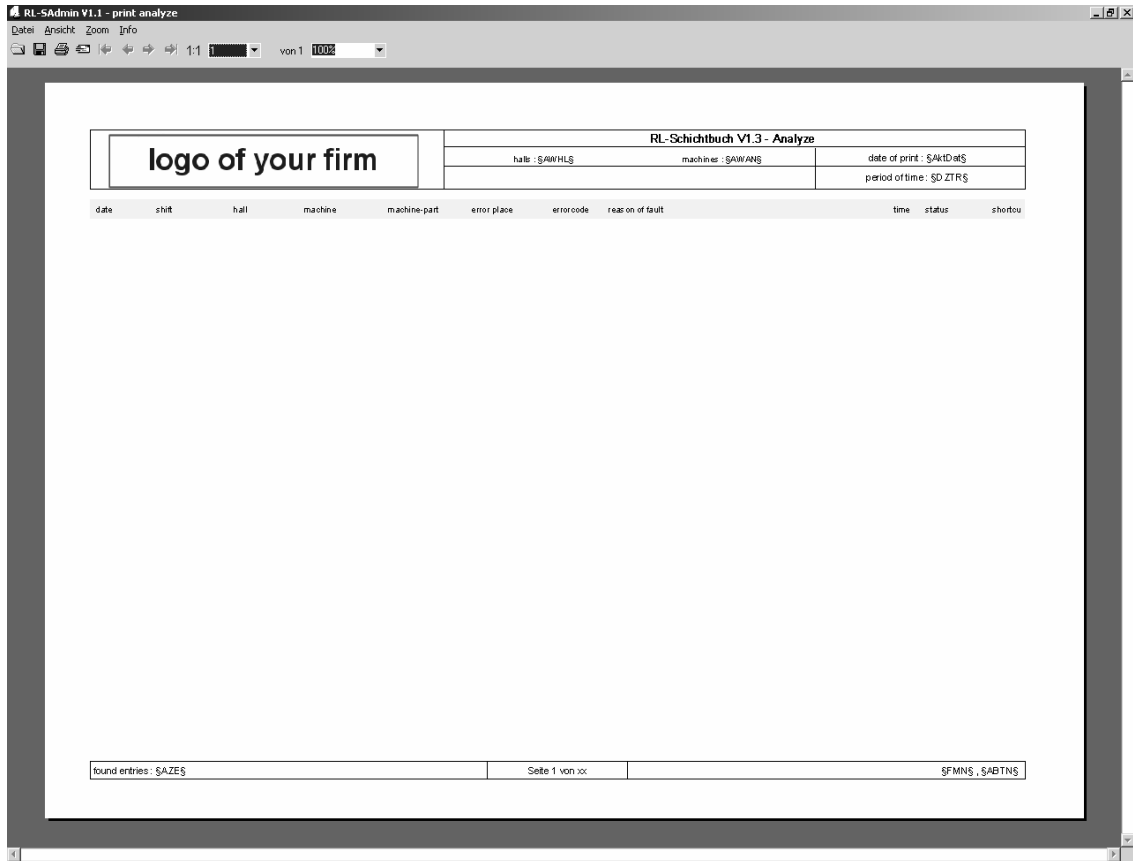
To change the colors you have to click on the arrow-button right to the color.

In the appearing windows-standard color-selection you have to select a color.

Please save your settings before you change the frame.

The result of your settings could be seen in a print preview. So you can quickly have a look to the settings you made.

To open the print preview you have to click on the button >>print preview<<.



Img. 95

## Config print-view for the shift report

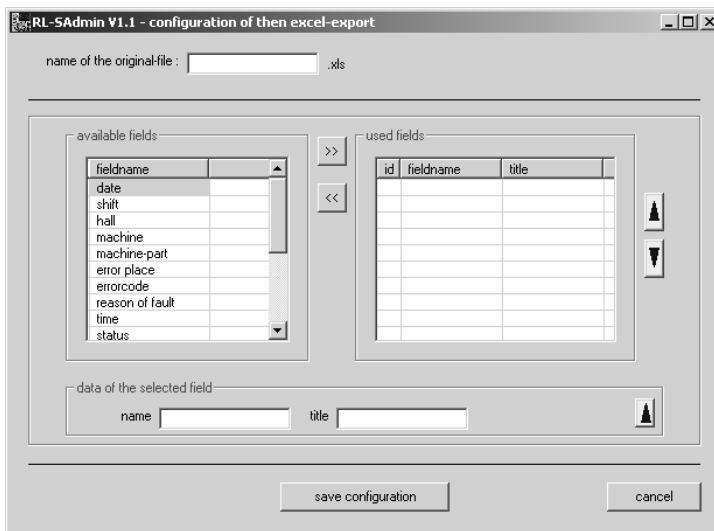
The settings for the shift report is absolute the the same process as the setting for the analyze. Therefore this process isn't described separately.



# Config export

The excel-export can be changed similar to the printer settings. The fields which you want to export can be added or deleted by the same way as the print settings.

To reach the export-settings you have to click on the button >>config export<<.



Img. 96

Also the whole window of the settings looks similar to the print settings.

In the program directory on your harddisk must exist an empty excel-file. Otherwise the export will not work.

Please enter the name of this empty file into the textfield at the top of the window.

Add the fields by click on the arrow-button between the two list or delete the fields from the right list. The rows could be changed up and down by the the two arrow button to the right side.



Img. 97

If you want to change the exported title of the column you have to select the row in the right list first. Then you can change the title in the textfield below. Afterwards you have to save your changed data with a click on the arrow button to the right.

To finish the settings you have to write the configuration file to your harddisk. This file must be saved in the installation directory of the program.

If you didn't make the export-settings and nevertheless you select the export in the local settings the standard export is used. This export uses a prepared excel file which is installed with the program.



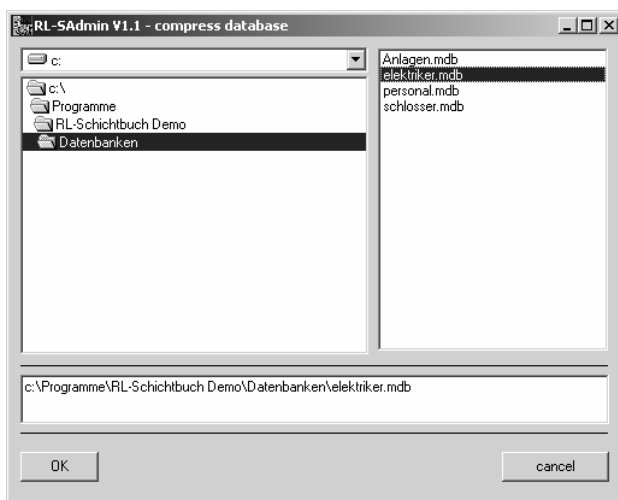
# Database – service functions

Maybe it's necessary to make some changes on the databases during the runtime of the programs. So there are few functions to make this changes because otherwise the databases have be opened exclusive and no other user can access this database at this time.

## Compress a database

If you delete an data record in a Microsoft-Access-database the file will grow every time. This is characteristic for Access-databases. So you have to compress the databases manually with the following function.

You can start this function in the startwindow of the tool RL-SAdmin. Click on the button >> compress db <<.



Img. 98

Choose the database on your harddisk, respectively on the network drive and click on the button >>OK<<.

The database will be compressed and if it's successfull the following window appears.



Img. 99

## Database - update

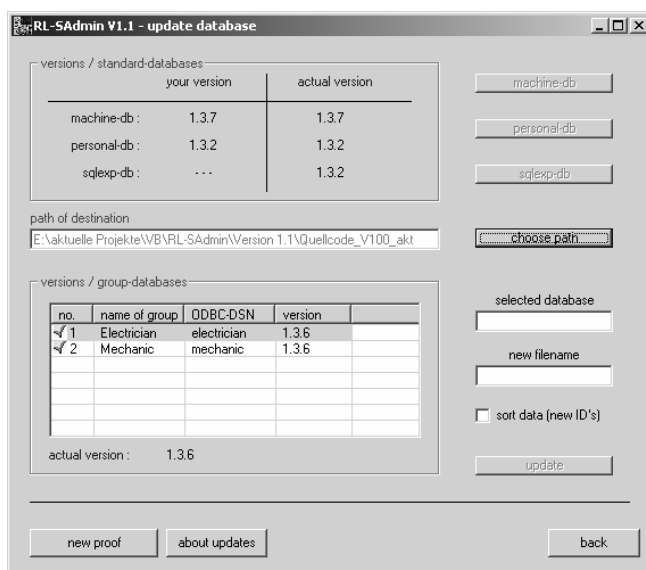
With this function the administrator can update all the databases used by the program if it's necessary. Maybe the databases will be extended in future and the changes must be done during the runtime of the program.

In that case click on the button >>update db<< in the start-window.

In the following window you see the actual version used by the new program and the version your databases have. If a difference is found the update-function will be enabled.

There is one special thing to remember. A database couldn't be extended by new fields during the runtime so we go a special way. A new, extended, database will be created and the data from the old database will be taken over into the new file. At the end you have to replace the old file on the database-directory manually.

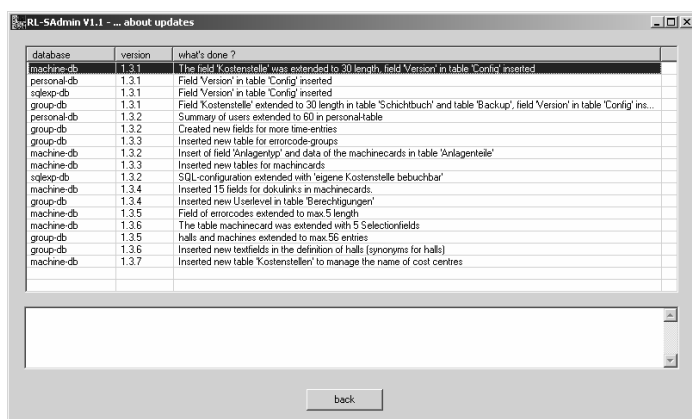
The new database will be created in the choosed destination-directory. Now can copy the database per windows-explorer.



Img. 100

If you are creating a new database also a new name for the file could be entered.

If data records will be deleted in the database the order of id-numbers will be full of gaps. To give the id-numbers a new order you can select the option "sort data". But notice, that references in the open activities will be damaged. I explicit want to advise that you to not use this function.



Img. 101

Informations of the actual version of the databases will given to you in a special window. For this you have to click on the button >>about updates<<.

If you finished the updates and have replaced the databases in your database-directory you can proof the new version by click on the button >>new proof<<.

## Reorganize the databases

You will notice that in the future changes have to be made in the groups-databases. At the latest if a machine will be moved from one hall to another or a machine-part will be moved or will be deleted completely. The group-database have to changed to assign the old entries of the machine-part to the new place. Otherwise many information will be 'lost'.



RL-SAdmin V1.1 - reorganize database

selected shift report:  ☐ use old machine assignment

rename machines:

name of hall:  name of machine:  name of machinepart:  count entries:  incl. archives: ☐ summary:

new name of hall:  new name of machine:  new name of machinepart:  rename machinepart:  job > batch:  restore:

search for >>>

all entries:

i.	date	shift	hall	machine	machinepart	error place	reason of damage

actual entry:

hall:  machine:  machinepart:  error place:

entry:

details:

new assignment:

hall:  machine:  machinepart:  error place:

☐ assign all entries  ☐ mark as 'lost'

(0 jobs in batch)

Img. 102

At the start you have first to select the database you want to sort.

### Rename machines / machine-parts

Please enter first the name of the searched machine or the machine-part to the textfield. Please look to the right way of writing because otherwise the data will not be found.

If you want to use your actual or an old definition of halls you have to choose the option >>use old machine assignment<<. Then start reading the hall definition by clicking on the button >>read<<. Now you can select the searched machine in the selection.

If you click on the button >>count entries<< the databases will be searched and all found entries are shown in the list below.

Now you can select the name of the new assignment for the machine-part from the selection-lists. To rename you must click on the button >>assign entry<<.

If you made a mistake the last changes could be restored. Therefore you have to start the function >>restore<<.

### Search for ,lost'-machines

Under the word ,lost'-machines is not more hidden as machines, respectively machine-parts which are not found in the actual definition of the halls, but entries in the group-database were found. Maybe the machine is dismantled or moved to another hall.

To search for those entries click on the button >>lost machines<<.

rename machines

☐ show 'lost'-marked entries

☐ show 'lost' error places

☒ 'lost'-marked ☐ new assigned

count entries

☐ incl. archives

summary

rename machinepart

job > batch

restore

search for >>>  not assigned error place

Img. 103

Now you can count the entries. The complete database will be searched for entries. If some are found they will be listed below.

At last you have 2 choices. First you can mark the entries as 'lost'. That means the machine isn't available at the time and in future. The other possibility is that you assign a new name to the entries because the machine is moved to another hall.

All entries (actual)

i	date	shift	hall	machine	machinepart	error place	reason of damage
6	20.01.2004	early shift	hall 2	machine 3	conveyor belt		The chain of the conveyor belt runs very strong -> Fuse faller

actual entry

hall  machine  machinepart  error place

entry

details

new assignment

hall  machine  machinepart  error place

☐ assign all entries  ☐ mark as 'lost'

Img. 104

Click on the entry in the list to display the data in the textfields below. Now you can decide what you want to do with this selected machine. If you want to change all found entries with this assignment you can select the option >>assign all entries<<. Otherwise only the selected will be changed.

If you want to mark all entries with this assignment as ,lost' you have to select both options and start then the new assignment of the machine. After this process you have to count the entries again to actualize the list. The 'lost'-machines will be hidden now.

If you want to see also the ,lost'-machines you can select another option before you count the entries. This option will be names as >>show 'lost'-marked entries<<. This entries will be marked by another color in the list.

Generally the searches are only include the machine-part. If you want to see also error places which aren't found in the actual hall definition then you have to select this explicit by choosing the option >>show 'lost' error places<< before you count the entries.

There is another possibility to change the assignment. If you click to an entry in the list and then you click on the button >> edit << below the selection-lists in the new assignment will change to normal textfields. So you can enter or edit the names manually. They must not exist in the actual hall definition.

### Search for not assigned error places

Maybe you changed error places during the runtime of the program. So it will be possible that many error places are assigned in entries of the group-database but are not more found in the actual definition of the hall. With this function you can assign the 'damaged' entries to the new definition similar to the assignment of 'lost' machines.

Img. 105

The process is the same as described in the last passage.

### Archive databases

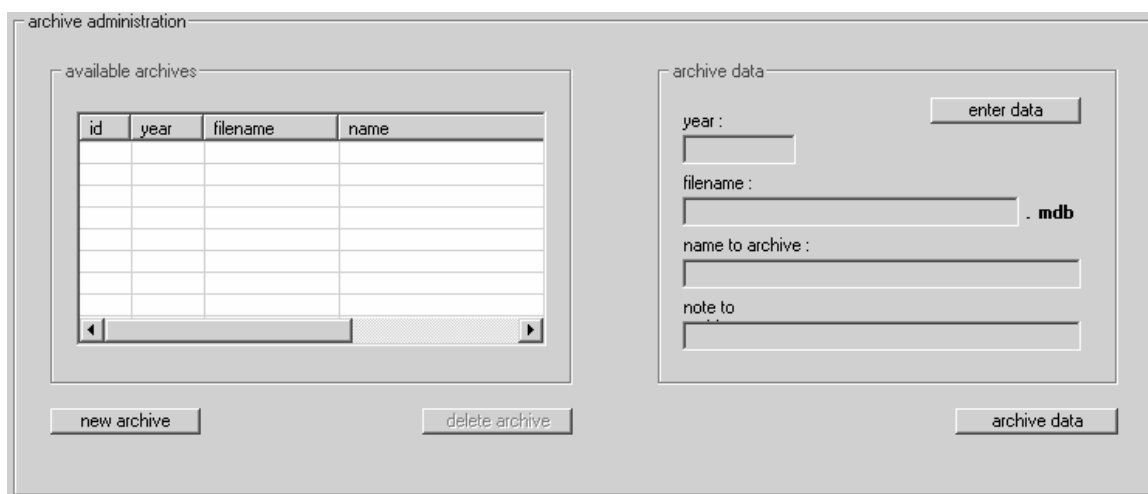
During the runtime of the program the databases will grow enormous. For those big databases it will make sense to archive the old data from the last year. This had to be made for each group-database. All data-record will be archived and then it will also make sense to copy this archived databases local on each system in network. The access to that local databases is very quick so an analyze over more years will be quick, too. Only the actual year is found on the 'slow' network.



Img. 106

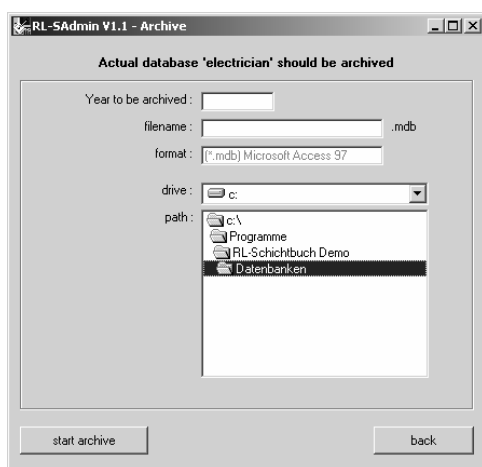
To start the archive you have to select the function in the group settings.

You can create separate archives for each year. The next step is that you link the archives to the actual database. This you have to make for each group in the group-settings.



Img. 107

To start archive click on the button >>archive data<<.



Img. 108

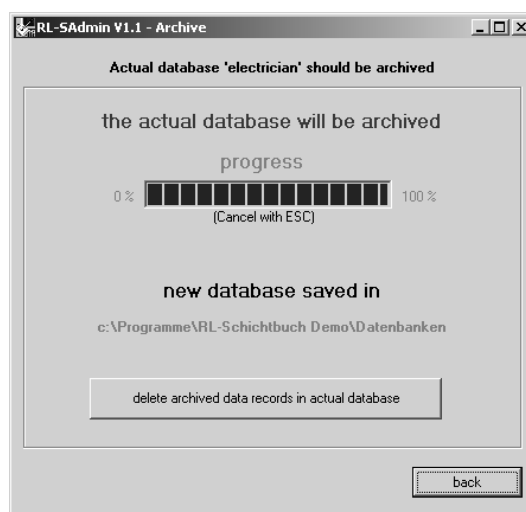
If the new database is created it's possible to delete this archived entries from the actual database. This function has to be startet manually by click on the button you see in the window to the right.

If all entries deleted it will be shown in a message-window. You don't need to delete the entries but if you link the archive and hadn't deleted in actual database the entries will be found twice.

In the window to the left you have to entert he year you want to archive and delete from the actual database.

Then you have to name the archive-file. Please name it clear for example a shortcut of the group and the year.

Archives have to saved to a special folder. This must be the directory named "Archive" and must be a subfolder to the installation-directory. This is important.



Img. 109

If you created a new archive you have to link it to the group. Therefore you have to click on the button >> new archive <<. The textfields will be enabled and you can fill them with the data of the archive. Important is only the year and the name of the archive-file.

The screenshot shows the 'archive administration' window. On the left, the 'available archives' table is empty. On the right, the 'archive-data : - new entry -' form is visible with the following fields:

id	year	filename	name

Buttons: new archive, delete archive, enter data, archive data.

Img. 110

This data will be added to the list and by this time they are used by the program RL-Shift report. If some client-systems do not have the archives already copied local on the harddisk a message will occur during the analyze.

The screenshot shows the 'archive administration' window. The 'available archives' table now contains one entry. The 'Archiv-Daten : ID - 2' form is visible with the following fields:

id	year	filename	name
2	2003	elec2003	electrician 2003

Buttons: new archive, delete archive, enter data, archive data.

Img. 111

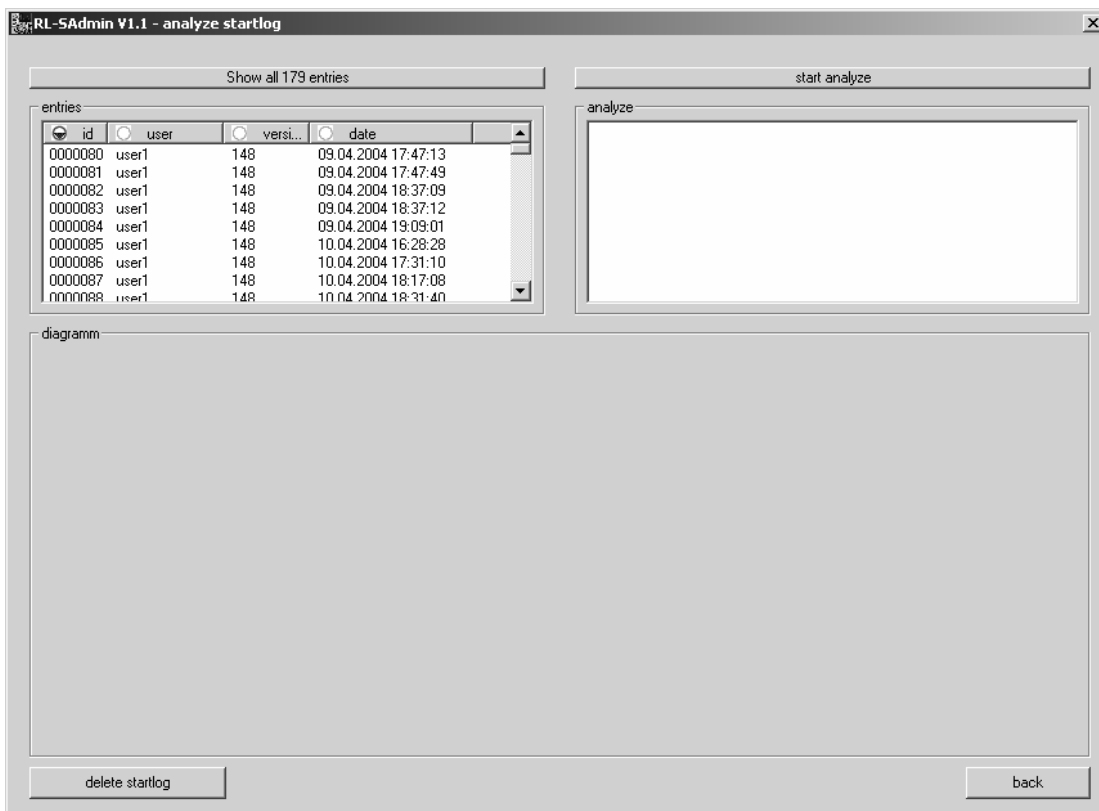
The decisive advantage is the speed of the access to the archived data because the access to the local database is quicker as the access to a network drive.



# Analyse startlog

In this chapter you will learn about a function to look what version of the program is installed to what system. This is almost only used if program updates have to be made, but you can't do all installations at the same time. So you can see what systems work with the newest version.

You can even see on what system the program is used how often because every start will be written to a log-table in the database.



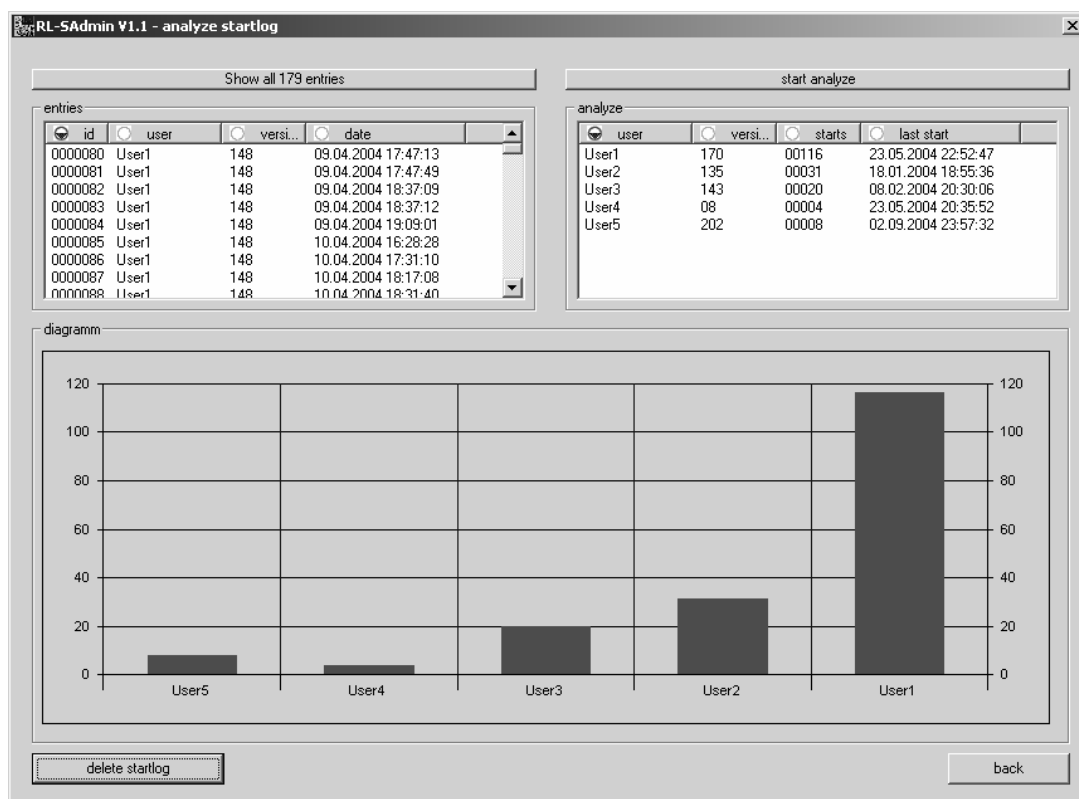
Img. 112

At the top you can see how many entries are made in the startlog-table. The last 100 entries will be shown below in the list. You can see on what date and time the program RL-Shift report has been started on what system. The username is the name you defined in each local installation.

If you want to see all entries you have to click on that button.

If you want to see this information in a diagram or you want to see them sorted then you have to start the analyse of this data. This could take some time if many entries were found.

You can also delete this startlog from time to time.



Img. 113

In the right list you can see what user startet the program last time with what version since the last delete of the startlog.

This information is shown in a diagram, too.



# machinecards / machinepart-cards

To have all necessary data of each machine at the place of work this function was integrated. You can enter all data of the machine in one sheet and can save this to the database. On each system with the program you have access to this data.

Also other programs of the RL-series will use this data. So you have to define only once and can use from more than one tool.

How described in an earlier chapter in the definition of the machines you can change to the window of the machinecards by clicking on the card at the right of the textfield.

Img. 114

You can define a card for the whole machine, or separately for each machine-part.

Img. 115

Img. 116

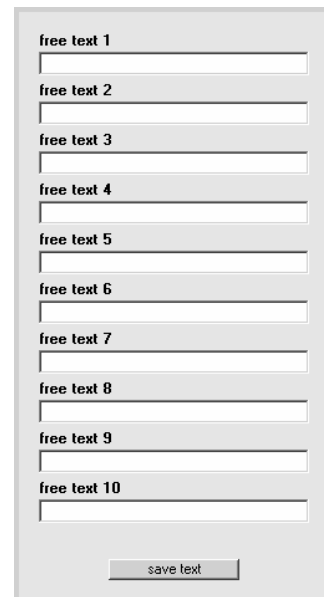
Many of the data you will know from any type plate of the machines. It will be easy for you to fill the textfields.

But there are surely also data you want to show in the machinecard where no textfield exists. So it's possible to define 10 free textfields. This textfields are shown in each machinecard. Therefore you have to click on the button >>define text<<.

Please fill the appearing textfields with the title which should appear in the machinecard above the textfield for the value.

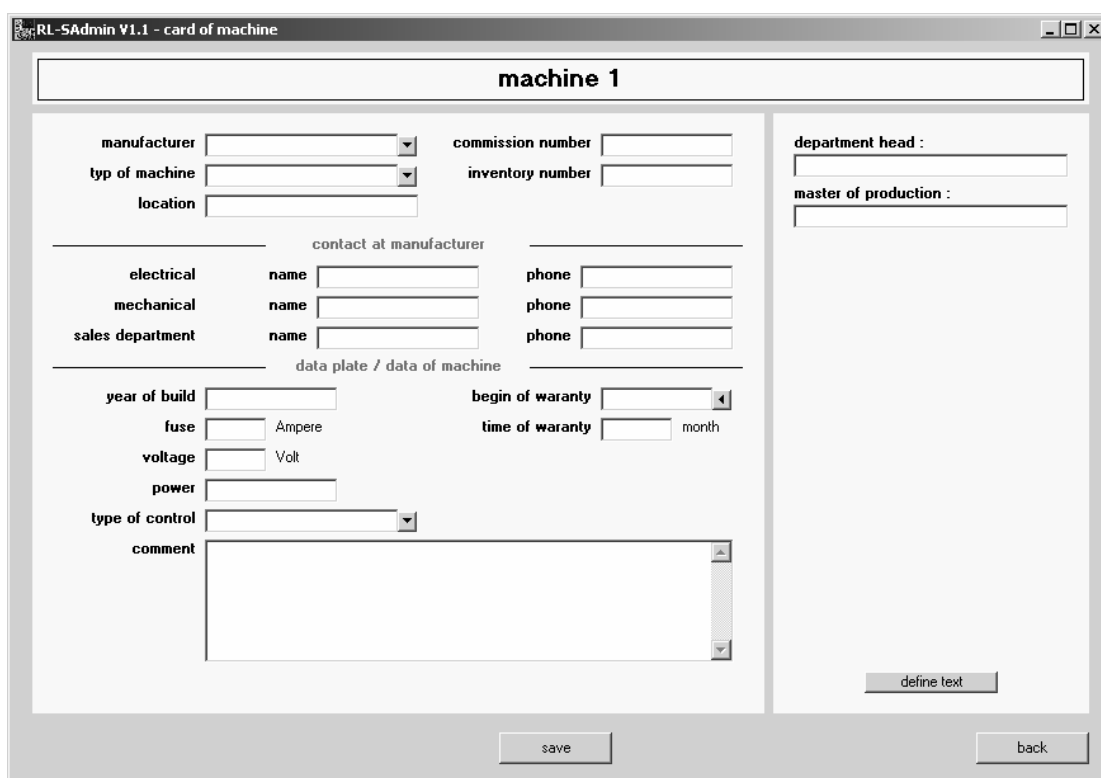
If you entered all wished titles you have to save this texts by clicking on the button >>save text<<.

Then the machinecards will be extended with the entered titles.



A vertical dialog box titled 'define text' containing 10 text input fields, each preceded by a label 'free text 1' through 'free text 10'. At the bottom right is a button labeled 'save text'.

Img. 117



A screenshot of a software window titled 'RL-Admin V1.1 - card of machine'. The main title bar says 'machine 1'. The form is divided into several sections: 'manufacturer' (dropdown), 'commission number' (text), 'typ of machine' (dropdown), 'inventory number' (text), 'location' (text), 'department head' (text), 'master of production' (text), 'contact at manufacturer' (table with columns for department, name, and phone), 'data plate / data of machine' (table with fields for year of build, fuse, voltage, power, type of control, comment, begin of warranty, and time of warranty), and 'define text' (button). At the bottom are 'save' and 'back' buttons.

Img. 118

Now you can fill the textfields. For some textfields are tables available. Once you made entries to this textfields this entries will be stored in a separate table. So you easily can choose some data from this tables. By this way you didn't make mistakes with the way of writing. To reach this tables you have to click on the arrow to the right of the textfields.



Img. 119

If the selection window appears you can choose the name you want to add to the machinecard. Click on the button >>OK<< to take it over.

It's also possible to edit or delete an existing entry of this list.



Img. 120

A click on the arrow to the right of the date of warranty will bring you to the calendar. In this window you can select the date. Surely you can enter the date also manually.

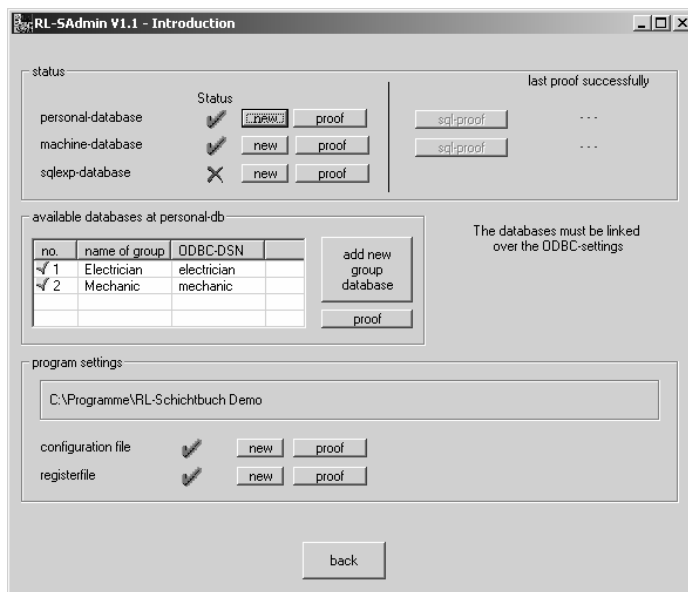
At the least you have to save the actual data of the machinecard. For this you have to click at the button >>save<<. The data will be written to the database.



# Sql-export to an external database

One option in the program is the export of the data from the shift report to an external database. This database has to be linked over the ODBC-settings. So it's equal what kind of database you want to use. Only the right ODBC-driver has to be installed on the systems.

## Create the SQLexp-database



Img. 121

If you want to use this option another database must exist in the database-directory.

So you have to create this database first. For this change to the windows "introduction" of the tool RL-SAdmin.

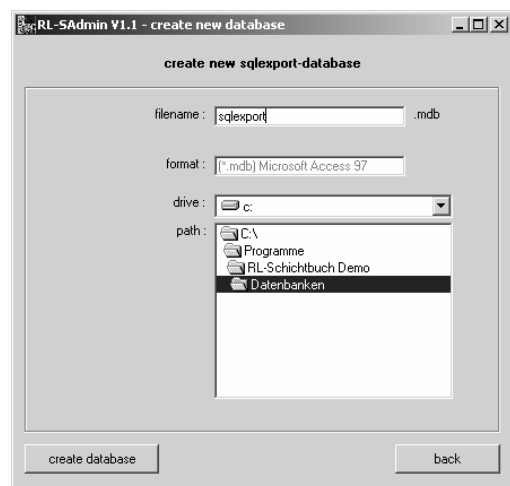
Now click on the button >>new<< to the right of the name "sqlexp-database".

Please select the destination place on your harddisk in the next selection window.

Then click on the button >>create database<<.

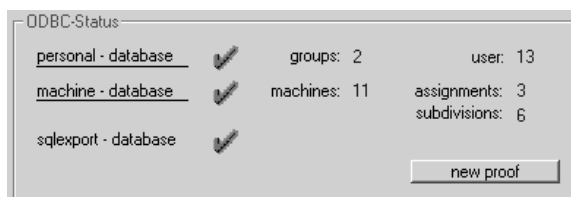


Img. 123



Img. 122

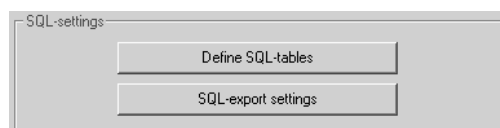
Now you have to define a new link in the ODBC-manager. Simply how described on page 14. This link has to be named "SQLexp" and has to be linked with the new database-file.



Img. 124

If you are doing a new proof the green hook behind the sqlexp-database should appear.

Now the 2 functions at the bottom of the start window should also be enabled.



Img. 125

### Define SQL-tables

You have to set the tables of the external database first. Therefore you have to click on the button >>Define SQL-tables<<. In this window you have to fill in the data of the ODBC-link and the tables and fields of the external database.

The screenshot shows a window titled "RL-SAdmin V1.1 - SQL/ODBC-setup". It has several input fields: "sql-db-link:", "password:", and "sql-shift report table:". Below these are two columns of fields. The left column includes "personal-table:", "col. with personalno.:", "col. with cost centre:", "col. with department:", "col. with name(30):", and "col. with cardno.:". The right column includes "table for inventory no.:", "col. with inventory no.:", "col. with proof:", "data for proof:", and "col. with name:". At the bottom, there are two buttons: "save in db" and "back".

Img. 126

In this formular you have to make many details to the tables and the fields which are searched if you want to import machine-data or personal-data.

You have to know the structure of this external database in details.

First you have to enter the name of the ODBC-link to the textfield „sql-db-link“.

If this external database is locked with a password you can enter his password in the next textfield.

Mostly there is a separate table for the exported data. The name of this table which should be filled with the data from the shift report should be entered to the third textfield at the top of the window.

If you want or simply if you have to proof for example the personal-data at the runtime of the program, then you have to enter the following data. Also to import some personal data like the card no. this data has to be entered.

personal-table :	<input type="text"/>
col. with personalno.:	<input type="text"/>
col. with cost centre :	<input type="text"/>
col. with department :	<input type="text"/>
col. with name(30) :	<input type="text"/>
col. with cardno.:	<input type="text"/>

Img. 127

Enter first the name of the table which contains the personal-data. Important is that this table has a field with the personal number. The name of this field has to be entered to the named textfield.

The next textfields you can use for importing some of the data if you add a new user (page 23) to a group.

table with cost centre :	<input type="text"/>
col. with cost centre :	<input type="text"/>
col. with proof 1 :	<input type="text"/>
data for proof 1 :	<input type="text"/>
col. with proof 2 :	<input type="text"/>
data for proof 2 :	<input type="text"/>
col. with name :	<input type="text"/>

Img. 128

Enter the name of the table which contains the data of the cost centres. Also you have to fill in the name of the column the cost centres are placed.

The value is found in the column with the name is taken over to the name in the definition of the machine if you import a cost centre there.

Maybe there are some criterion you have to proof before you can decide that the searched cost centre is right. For example there maybe is a value in one columns what must have a concrete number for this cost centre. You can enter 2 values to proof.

table for inventory no.:	<input type="text"/>
col. with inventory no.:	<input type="text"/>
col. with proof :	<input type="text"/>
data for proof :	<input type="text"/>
col. with name :	<input type="text"/>

Img. 129

Enter the name of the table which contains the data for the inventory numbers. Also here you can enter one value to proof, similar to the table of the cost centre above.

The value is found in the column with the name is taken over to the name in the definition of the machine if you import a inventory number there.

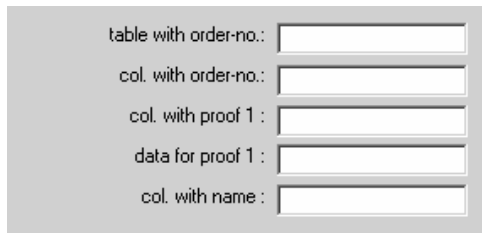


table with order-no.:

col. with order-no.:

col. with proof 1 :

data for proof 1 :

col. with name :

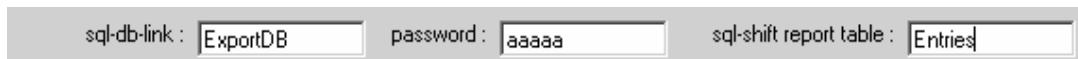
Img. 130

Enter the name of the table which contains the data for the order numbers. Also here you can enter one value to proof, similar to the table of the cost centre above.

The value is found in the column with the name is taken over to the name in the definition of the machine if you import a order number there.

If you entered all data correctly this 3 tables will be searched if you click to import at the definition of the machines. If one entry was found in one of this 3 tables automaticly the right kind of number is selected there and the name of the number will also taken over.

To finish this settings click on the button >>save in db<<.



sql-db-link :  password :  sql-shift report table :

Img. 131

In our exercise the data above have been entered and saved.

### Settings for the sql-export

You have to define what is proofed during the export respectively what data of the shift report has to be exported and where this data have to be inserted.

For this you have to click on the button >>SQL-export settings<<.

In the following window is also the name of the external database and the name of the export-table shown.

There are some options to select in this formular:

- do you want to export only data from the actual month ?
- do you want to proof the cost centre when an entry is taken over in the shift report so you have to select the option "proof the data (runtime)"
- sometimes it had to be locked that the author can make entries to his own cost centre. If the option "book own cost centre" this will be allowed. He can make the entry for every time but there will be no export if this option is deselected.



RL-SAdmin V1.1 - set sql-functions for export

name of the sql/odbc-database :  ☐ export only actual month ☐ proof of the data (runtime)

name of the table in database :  personal table :  ☐ book own cost centre

n...	name	data	typ	limit	function 1	function 2	argument	comment
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								

actual data record

SQL-name  data  ☐ Byte ☐ String ☐ Date ☐ Integer ☐ Float

>> function1  function2  limit

argument  comment

<<< save in list save configuration back

Img. 132

You can fill max. 60 rows with data. One data record can exist from values from the shift report or you can fill in a fixed text. This fixed text will be exported, too.

The textfield „SQL-name“ is the column, respectively the field in the table „Entries“ where the data should be exported to.

If you want to export a fixed text for example the text “YES” than you can enter this value to the textfield “data” and choose the data-format “String”. If you want to save this in one row of the list you have to click on the button “<<< save in list”.

You can enter a comment to this row, too. But there is no function behind.

To export the data from the shift report there are some functions available to get the values from the entry of the shift report. First select a row you want to enter a function. Than click on the arrow button to the left of the name “function1”.

RL-SAdmin V1.1 - functions

function 1

☒ from shift report ☐ from machine data ☐ date ☐ personal data

enter data cancel

function 2

from shift report

☐ id ☐ nt-username ☐ date ☐ month ☐ year ☐ shift ☐ hall ☐ machine ☐ machine-part ☐ error place ☐ errorcode ☐ reason of damage ☐ restriction ☐ time ☐ waittime ☐ time begin ☐ time end ☐ calling ☐ cost centre ☐ db shortcut ☐ sysdate

☐ if kind of cost=1 ☐ if kind of cost=2 ☐ if kind of cost=3 ☐ chars from right ☐ chars from left  ☐ + day ☐ + month ☐ + year

leading zero's ☐ reset

Img. 133

You have to choose now one value you want to export. You can define 2 functions for each SQL-name. Therefore the first function contains ever the value from the shift report. With the second function you can format the value. Also you can extend an value by day, month or year as second function.

In „function 1“ you can furthermore choose the origin of the data. The data could be from the shift report, the machine-database, the personal-database or from the actual date.

In „function 2“ you can choose that this SQL-name only be exported if one of the choosen arguments is true. This function is only available in the export of data from the shift report.

If you want to format a value from the shift report, for example using only a fixed length in export so you can choose this, too.

The values from the shift report can also be extended by day, month or year.

For example if you want to export a argument with a fixed length but you want to have heading zeros then you can choose this by selecting the option “leading zero’s”.

With a click on the button >>Reset<< you can return to an empty formular.

If you finished the definition for this SQL-name you have to take over your functions to the list of SQL-names.

n...	name	data	typ	limit	function 1	function 2	argument	comment
1	Date	-	Date		aus Schichtbuch	-	Datum	
2	hall	-	String		aus Schichtbuch	-	Halle	
3	cost centre	-	String		aus Schichtbuch	wenn Kostart=1	Kostenstelle	
4	pc-system	-	String		aus Schichtbuch	(4r)+Tag	NT-User	
5	reason	-	String		aus Schichtbuch		Grund(50)	
6								
7								
8								
9								
10								
11								
12								
13								

actual data record: 5

SQL-name: reason      data: .      ☐ Byte ☒ String ☐ Date ☐ Integer ☐ Float

>> function1: aus Schichtbuch      function2:      limit:      argument: Grund(50)      comment:

<<< save in list      save configuration      back

Img. 134

In the passage above you have made the definition of the functions bzt you also have to select the datatype for each value. Here you can enter also a max. lengt to the values. If you entered all data for this value you can enter this record by click to “<<< save in list”

After all the data are not saved in the database. For this you have to click on >>save configuration<<.

You will see, that not all parts of the list are translated to English because it's not possible at the moment. There is quite to much logic behind.

It's very complex to define this functions to your wishes so you have to invest lot of time in this definition. The definition is still so complex to fullfill most wishes. If you have problems with this definition you can user my email-support. I will help you as good I can.

### Import data from an external database

To take over data from your working data there is an import-function in the definition of the machines or the personal.

In the definition of the machines perhaps you want to import the name from your firm-database and perhaps you want to proof the entered number at the same time.

Click on the button >>import<<.

The following window gives you detailed information about the success of your search. It shows you the arguments of the proof.

Was a number found so the found details could be taken over to the actual data record of the machine.

Img. 135

name of the table	column	argument	value	summary
no.1 cost_centres (for cost centre)	number		=	name
no.2 inventory_numbers (for inv.no.)	number		=	name
no.3 order_numbers (for orderno.)	number		=	name

Img. 136

In this case not arguments are entered so the textfields are dark and disabled. The search was not successfully because no entry was found in database.

## Sql-Export to a external database

Also in the definition of the user some personal data can be imported from an external database.

Aktueller Satz: 5

name: Waltmann

personal: 89231

department: 2012

cost centre: 0914

password: eeeee max. 8 length

cardno.:

comment:

level: 3

mark: el

☐ sql-export

Import

<< enter

Img. 137

You have to enter a name and the personal-number to the textfields.

Now click on the button >>import<<. The tables you defined in SQL-settings will be searched.

If a personal-number was found it will be shown in the following window. All the data of department and cardno will be shown also if found. This data can be taken over to the actual data record of the user.

RL-SAdmin V1.1 - import from database

search for personal-no.: 89231

search in database: ExportDB

name of table: personal (for the )

search

name: Waltmann, Dieter

department: 2012

cost centre: 0914

cardno.: 0990088

take over

back

Img. 138

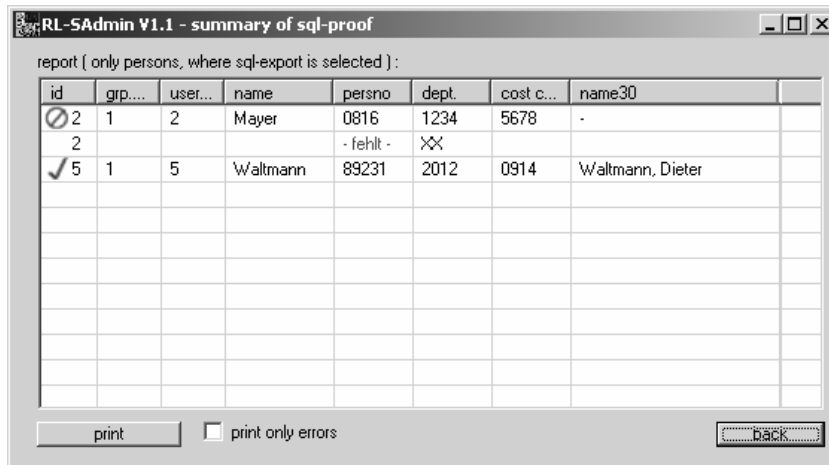
### Proof your machine- and personal-data

Often data's will be changed in your firm-(external)-database. Perhaps a user will get a new card and the cardnumber will change. So you have function to compare the data from the shift report-database with your external-database automaticly

status		last proof successfully	
personal-database	✓ Status new proof	sql-proof	08.04.2004 22:49:46
machine-database	✓ new proof	sql-proof	01.09.2004 21:31:13
sqlxp-database	✓ new proof		

Img. 139

In the program part of the introduction you will see the date of the last successful proof of your data. From time to time you should start a new proof. Click only on the button “sql-proof” to start. A new window will open and all differences will be shown in a list. You can print this list also. Only data from user where the sql-export is optionally selected will be proofed.



Img. 140

So you see which data records are right or wrong.

You can print this list completely what can took very long time or you can select to print only the errors.

This sql-proof can be also done for the definition of the machines.



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