



L A B E L T R A X X

MANUAL

Demo

Welcome to the demo version of **Label Traxx™** job tracking software for the flexographic printing industry. This demo has been provided to you for use in your company to track jobs from Estimating to Order Processing to Accounting and Job Tracking. Feel free to install the demo on as many computers as you would like, for demonstration purposes. You will have access on the managerial level to all parts of the program for thirty days with this demo copy. If you decide to purchase the software, you will then be given a live version; we can assist you with transferring data from your current system into Label Traxx™.

The basic system requirements are listed below:

Macintosh OS 10

512 MB RAM

Windows NT 4.0/2000/XP

512 MB RAM

All Platforms: 17" Color Monitor - 1028 x 768 screen resolution - 60 MB hard disk space.

Installation For Macintosh

Place CD into the CD-ROM drive. Double click on Label Traxx™ CD Icon on your desktop. Drag and drop Label Traxx™ Demo folder on your hard drive. It's as easy as that! When you want to use Label Traxx™, double click on hard drive icon, double click on Label Traxx™ folder and double click on Label Traxx™ icon. Or just create an alias to the Label Traxx™ application on your desktop.

Do **NOT** attempt to work off of the CD, since you will not be able to save any data.

Installation For Windows

Place CD in the CD-ROM drive. Double click on My Computer icon. Double click on CD drive icon. Double click on LabelDemo.exe icon. The installer will load and you can follow the on-screen instructions to install the demo. You can then launch the program from the Label Demo shortcut created on your desktop.

IMPORTANT: Do **NOT** attempt to work off the CD. You will not be able to save any data! If your first attempt at installing the demo isn't successful, do **NOT** reinstall. This will cause your demo to expire. Do **NOT** change the company name or address found in Constants. It will inactivate modules. Call **Tailored Solutions, 414-774-9997**, for further instructions.

Label Traxx™ Navigation Tips

Once you start the program, the first dialog box that appears is Log In Request.

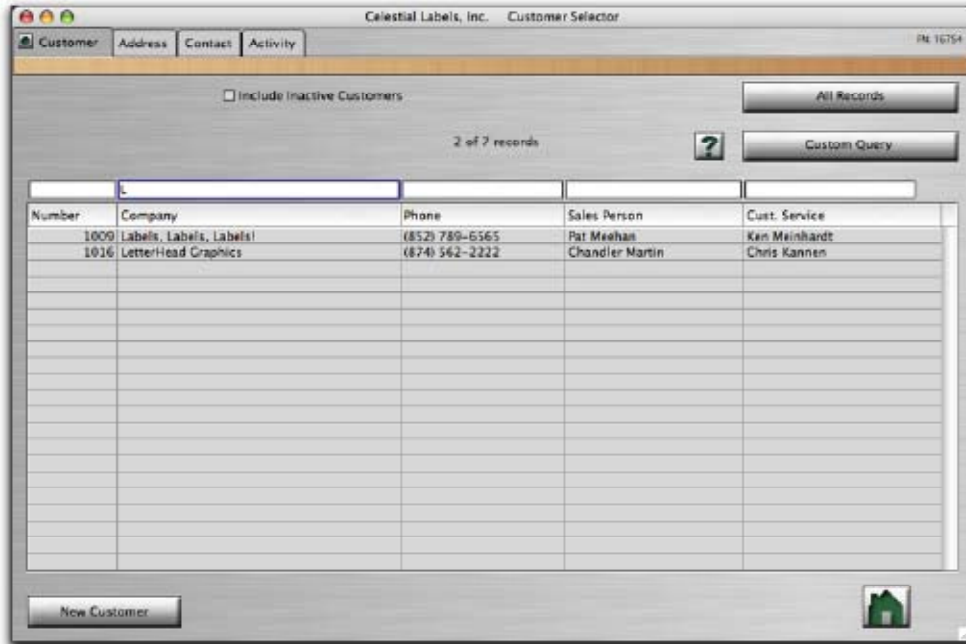


Since you are working in the demo version, just click on the Demo button and you will launch into the Table of Contents for Label Traxx™. From this screen you can access all areas of the program.



To move in Label Traxx™, you can click on the Tabs at the top of the page for Production, Accounting, Quality Control and Setup. The current tab will be highlighted with a small box. Click on any button on the Table of Contents page to move to a Selector Screen.

In most Selector Screens, you will have the option to select All Records, a Custom Query, a date range or simply go to the blank fields above the various columns and start typing your selection. For example, by typing an “L” above the Customer column, all Customers starting with L will appear. A wild card character (@) positioned around the value you type in will pull all selections containing that value.



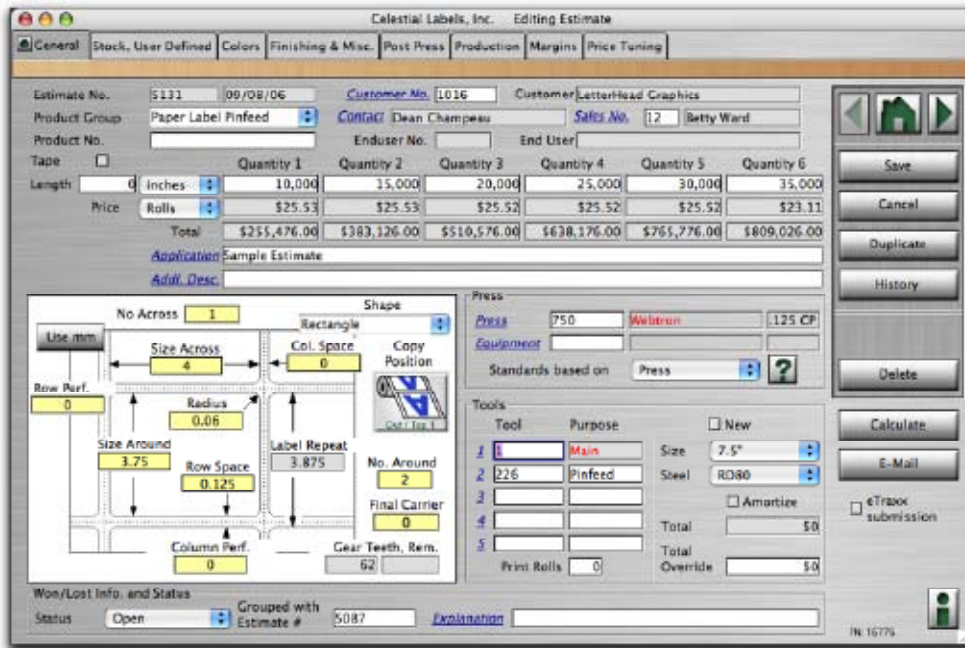
Once you have found the record(s) you wish to work with, you can double click on one of them to drill down to its details. Navigation within individual records follows the same scheme of moving from page to page by selecting the various tabs and drilling down to another level of detail by double clicking in tables.

Label Traxx™ is based on a graphical user interface, which gives you point and click ability throughout the program. The tab key allows you to move logically between fields on a page. On Windows machines, **be careful not to hit the Enter key** inadvertently, since it will save the record and move you back to the Selector screen.

There are three other important navigational tools when using Label Traxx™:

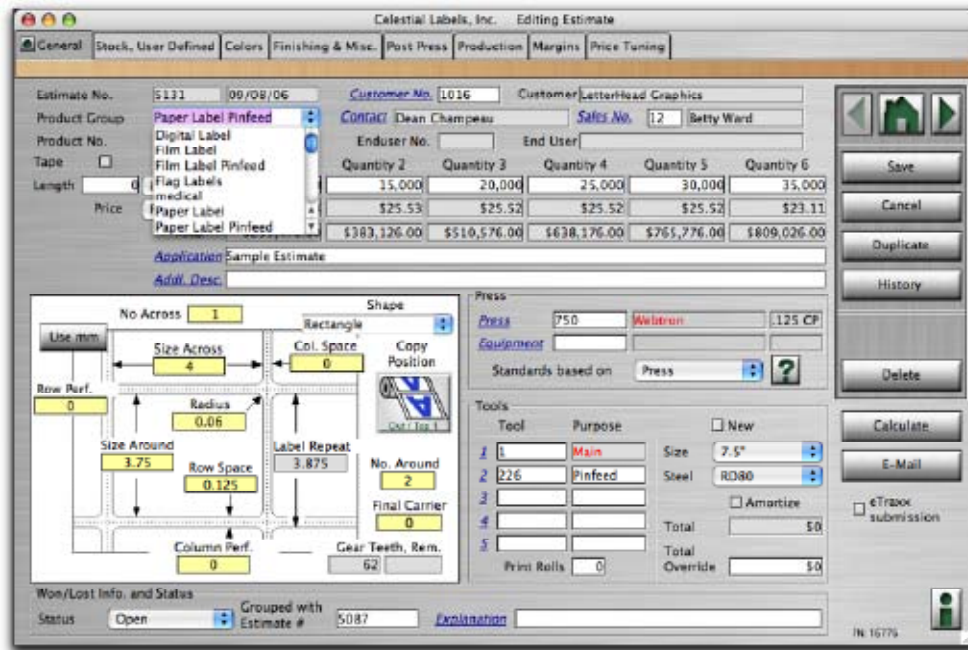
Italicized Searches

Throughout the program, you will find *blue italicized*, underlined words and numbers. By clicking on these, a search window will pop up giving you the selections to choose. These areas will have type-ahead fields, which give you the ability to search as in the Selector screens. Other options may also be available, such as adding new records, creating quick phrases, etc.



Self Building Pop-up Menus

Whenever you see a drop-down box next to a field, it is an indication that you can create a self-building pop-up menu. Simply click in the empty field and enter the text you would like to add to the list. Hit the tab key on your keyboard. Follow the on screen prompts to add, delete or modify items on list. They will become a part of that menu.



Adding/Deleting Records in Tables

When creating records, many areas that allow you to create a table of multiple values will have a + or - sign to the right side. To add a record, click on the + sign, and to delete, click on the - sign.




For the purposes of this demo, sample data has been entered throughout the program. If you wish to use the program for the length of the demo as a tool to run live jobs, you may need to modify values. We recommend you run through the program with the sample data at first to get a feel for the program. If you wish to change anything once you are finished, and it is not covered in this booklet, please call Technical Support at Tailored Solutions at 414-774- 9997.

Estimate Screens

From the Table of Contents, click the Estimate button. Once on the Selector screen, click the All button at the top of the page to display all estimates. When all estimates appear on screen, choose any one of them and double click it.

Although this is the General Page of the Estimate screen, it displays buttons on the side of the screen that are constant in appearance and function throughout the program.



Arrow Buttons allow you to move either forward or backward through records in the program, and the “Home”  button in the middle of the two, if clicked, returns you to the Home Page.

Save will save any changes made to this record. When you have made any alterations or completed an estimate, click the Save button.

Cancel, if selected will remove all changes to the record, and will return you to the Selector screen.

Duplicate assigns a new estimate number to a job being re-run, or a job requiring minor changes to the estimate. All information will transfer to the estimate, but it will be assigned a new estimate number. This option is best used when estimating different print versions for customer stock and color combinations.

History is a record of all those that touched this record. It also records any significant changes.

Delete completely erases the record you are working with. If you accidentally hit this key, you will still have the option of canceling the process when the dialog box comes up on screen asking if you are sure you wish to delete this record. Once you delete the record, you will notice that you also delete the estimate number, which will not be used again.

***G*ives user methods to quickly scroll through records and duplicate items. It reduces entry time and improves your response time to customers.**

The General Page of the Estimate section is the starting point to create estimates, or to view estimates already generated. If you are using demo data to view this screen for the first time, the appropriate blanks will already be filled in.

The screenshot shows the 'Editing Estimate' window with the following details:

- General Tab:** Estimate No. 5131, Date 09/08/06, Customer No. 1016, Customer Letterhead Graphics, Product Group Paper Label Pinfeed, Contact Dean Champagne, Sales No. 12, End User Betty Ward.
- Table:**

	Quantity 1	Quantity 2	Quantity 3	Quantity 4	Quantity 5	Quantity 6
Length	10,000	15,000	20,000	25,000	30,000	35,000
Price	\$25.53	\$25.53	\$25.52	\$25.52	\$25.52	\$23.11
Total	\$255,476.00	\$383,126.00	\$510,576.00	\$638,176.00	\$765,776.00	\$809,026.00
- Diagram:** A schematic of a label layout with fields for No. Across (1), Size Across (4), Col. Space (0), Radius (0.06), Size Around (3.75), Row Space (0.125), Label Repeat (3.875), No. Around (2), Final Carrier (0), Column Perf (0), and Gear Teeth, Rem. (62).
- Tools:** A section for selecting materials like Main, Pinfeed, and Roll, with fields for Size, Seel, and Total.

Designed by a flexo printer to meet the unique needs of the market. Estimating takes you logically through the set up of a job to accurately capture your costs. Accurate estimates give you the ability to maximize profits on all jobs.

At the top of the screen, the Estimate Number field will say “New” until it is saved and automatically assigned a number. The Date is automatic. Select the Customer Number or use the italicized pop-up by clicking on the words “Customer No” to determine the customer you are seeking. The Customer name appears. Do the same for the Contact field. If the customer you have selected is a Distributor, the End user fields will enable, and from the italicized pop-up menu, select the proper number.

Using the tab key, move to the Product Group field. Choose from the pop-up the selection that best describes this job. This field is defined by you and is designed to aid in market analysis. If it’s not available, utilize the self-building pop-up menu feature.

If you are aware of a Product Number/ID that the customer will use for this item, enter that value. If you are doing a Tape estimate, click the Tape check box. When you are doing a Tape Estimate, enter the amount of materials used in the Length Field, then indicate how to measure it by choosing from the pop-up menu beside the field. Also, fill in the quantity by roll. If not doing tape, simply ignore this section.

For label estimating, fill in the quantity and from the Price selection, choose either Per M, Ea., Lot, Roll, Pack, MSI or MSQ.

By continuing to tab through the fields, you will next go to the Application fields, which allow you to type in brief descriptions of the product you are estimating. Select the Press. Again, by clicking on the word “Press”, the selection is viewed. Label Traxx supports flexographic, hot stamp, digital and flat bed screen presses. The estimate that follows is based on flexo presses.

For those estimates requiring a second press pass, offline diecutting, thermal printing or the like, select the process by clicking on the word “Equipment”. You may select from the drop down whether the main tool will be on the press or second piece of equipment.

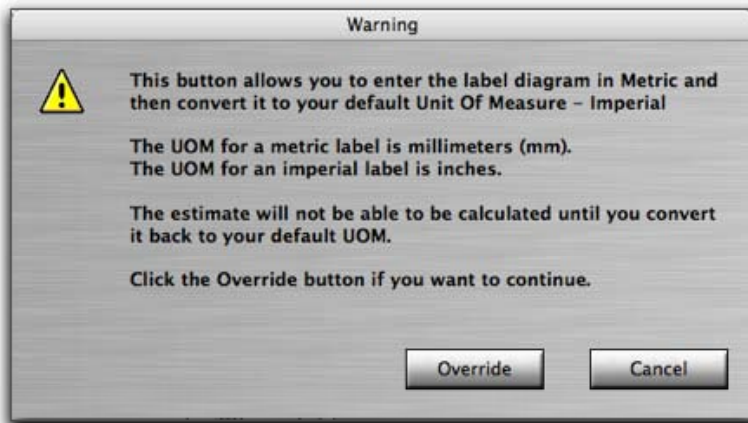
Next, choose Tooling from the italicized tool number button (the small type size in this area is hard to see, but those numbers are italicized). This will launch you into a field from which you can indicate a tolerance and then search for a tool within the width, height and tolerance level. If you can save your customers money by telling them the size of the tools you have on hand, rather than having them purchase a new die, chances are good that they will change their art to match the tool size. When the tool has been selected by double clicking the proper record, the diagram to the left of the information will fill in.

Quick access to information like die selection, allow you to stand out in customer support.

Depending on your location, Label Traxx will be native in either imperial units or metric units of measurement. A simple tool is available for conversion to the opposite type of measurement. Click on the button found on the tool diagram on the first page of the Estimate.

The screenshot shows a software interface with various input fields for estimating a label. The fields are arranged in a grid-like fashion. The 'Use mm' button is checked. The 'No Across' field is set to 1. The 'Shape' dropdown is set to 'Rectangle'. The 'Size Across' field is set to 4. The 'Col. Space' field is set to 0. The 'Copy Position' dropdown is set to 'Out / Top 1'. The 'Row Perf.' field is set to 0. The 'Radius' field is set to 0.06. The 'Label Repeat' field is set to 3.875. The 'No. Around' field is set to 2. The 'Size Around' field is set to 3.75. The 'Row Space' field is set to 0.125. The 'Final Carrier' field is set to 0. The 'Column Perf.' field is set to 0. The 'Gear Teeth, Rem.' field is set to 62.

A pop-up screen will appear:



Enter the label dimensions in millimeters. Be sure to review rounding to ensure converted decimal places are appropriate. Click the Convert button to view the label dimensions in inches. Make adjustments to figures that don't convert clearly. Then, click the Paste button to save the results to the input form.

If a new tool needs to be ordered for this job, the information below the tooling fields will indicate this. Label Traxx™ will automatically calculate new tool costs. To move to the next page, click on the tab at the top called Stock, User Defined.

Stock is the section where all information regarding each kind of stock that will be used in job production is noted. Again, these are italicized pop-up menus that can be used to search for a stock. Stock selections are to the left of the table; stock availability details can be accessed at the right of the screen. Unlimited webs can be included. The first three webs are the top of the screen (Laminate, Main Stock, Third Stock). Additional webs are added by clicking the Add (+) button and searching by clicking the italicized "Choose".

Celestial Labels, Inc. - Editing Estimate

General **Stock, User Defined** Colors Finishing & Misc. Post Press Production Margins Price Tuning

Stock

	Width	Description	\$ MSI	Log	Off Cut	Cal. mils	Details
Laminate			0	0	0	0	Laminate
Main Stock	105	6 Uncoated	0.409	78	0	8	Main Stock
2nd Stock			0	0	0	0	2nd Stock

Additional Stock (More than 3 webs)

Stk #	Width	Description	\$ MSI	Cal.

Choose: Details

Stock Notes:

First line shows in Est. Letter

User Defined Options

Use	Description	Notes	Report	Order	Add. Web	Set Up	Press
<input type="checkbox"/>	Extend Frame		<input type="checkbox"/>	1	0.00	0	750
<input type="checkbox"/>	Delam./Relam.		<input type="checkbox"/>	2	0.00	0	750
<input type="checkbox"/>	multiple shifts		<input type="checkbox"/>	3	0.00	0	750
<input type="checkbox"/>	Spoilage increase		<input type="checkbox"/>	4	0.00	0	750

FN 16776

User-Defined options can also be added based on the press you choose. There are unlimited options, plus notes entered by the estimator will ultimately carry to the product specifications.

Move to the Colors tab.

Celestial Labels, Inc. - Editing Estimate

General Stock, User Defined **Colors** Finishing & Misc. Post Press Production Margins Price Tuning

Artwork

☒ To Be Determined Total: \$0.00 ☐ Amortize

Misc Description & Charge

Description: Amount: \$0.00

Plates

Standards based on: Press

☒ New Plates ☐ Amortize

Total: \$156.00 Total Override:

Color Specifications, Plate & Color Changes

Colors (Plated)			Floods		
Ink Type	Qty	Coverage	Ink Type	Qty	Coverage
1. Print Ink	2	100 %	Flood Ink	0	100 %
2	0	0 %		0	0 %
3	0	0 %		0	0 %
Total Colors: 2			Total Floods: 0		

No of Print Rolls On Hand: 2

Color Description: Red and Black

750 Webtron

Plate Changes

2 @ \$10 ea. Charge Separately

Color Changes

0 @ \$0 ea. None

FN 16776

Information on inventory, basic plate charges, etc. is readily available by simple clicks. Allows users to make educated decisions without leaving the estimate or opening multiple layers of windows.

Artwork costs should be entered in the Artwork field (if available) or click the To Be Determined box so it is checked. Next is the Plates section. Plate costs will be calculated by checking the New Plates box. You can also enter a plate cost in the total override field. For either of these sections, you may choose to amortize by clicking the box. Finally, any miscellaneous charges are entered. A description field defines the charge.

In the Color Specifications, Plate & Color Change area, ink information is first entered. Up to 3 different ink types can be recognized for both the print and flood or coating inks. Identify the quantity of each ink type and the approximate percentage of ink coverage. There is an error checking device, if too many colors are entered for the kind of press specified, a message appears on screen alerting you. The Color Description is enterable text that will appear on the Estimate Letter. Next, enter the plate and color change information, along with how you wish it to be charged for each. Select from the pop-up menu.

On the top of the screen, click the Finishing & Misc tab to move to the next page.

On the top part of the screen, enter the Finishing information for the job depending on how the job is to be finished. Only enter information in the section where it needs to go and leave the other areas blank. Be sure to select the proper radio button.

In the Misc Specifications section indicate the special requirements of the job. These include UL or CSA certified jobs, jobs where a turnbar is required, consecutive numbered jobs, jobs where pinfeeding is required, or if the produced labels will be automatically applied from rolls at the final destination. Check the appropriate boxes.

The Letter Notes screen is a text field. A standard message is created in the system setup. Special messages specific to this estimate should be entered that clarify the estimate for the customer.

The Estimate Notes field is another text field. Additional notes are entered that recognize issues or operations that apply to this estimate that vary from standards.

The Critical Quality field may contain engineering details known at the time of the Estimate. Any information will copy to the Product record when created.

Click the Post Press tab to move to the next page.

Editing Estimate

General | Stock, User Defined | Colors | Finishing & Misc. | **Post Press** | Production | Margins | Price Tuning

Operations Table:

No.	Equipment	Operation Desc.	1: Hours	2: Hours	3: Hours	4: Hours	5: Hours	6: Hours
12	Shrink Wrapping	25s	5.71	8.57	11.43	14.29	17.14	20.00

Details for Selected Post Press:

Equip. No. 12 Equipment Desc. Shrink Wrapping Make Ready for ☐ Complex set up Hrs 0.00

Operation 25s Pieces/Op 25 Op/Hour 70

Materials Film Cost \$0.08 Unit per operation

Cost Breakdown Table:

	10,000	15,000	20,000	25,000	30,000	35,000
Quantity	10,000	15,000	20,000	25,000	30,000	35,000
Make Ready Hrs	0.00	0.00	0.00	0.00	0.00	0.00
Operating Hours	5.71	8.57	11.43	14.29	17.14	20.00
Total Hours	5.71	8.57	11.43	14.29	17.14	20.00
Labor Cost	\$114.20	\$171.40	\$228.60	\$285.80	\$342.80	\$400.00
Material Cost	\$32.00	\$48.00	\$64.00	\$80.00	\$96.00	\$112.00
Line Total	\$146.20	\$219.40	\$292.60	\$365.80	\$438.80	\$512.00
Post Press Hours	5.71	8.57	11.43	14.29	17.14	20.00
Post Press Cost	\$146.20	\$219.40	\$292.60	\$365.80	\$438.80	\$512.00

Hourly rate: \$20.00 Min. cost: \$5.00

IN 16776

This page allows you to add any operations that occur after the job is off press. Use this for shrink wrapping, padding sheets, thermal imprinting, tag stringing, inspection and more.

Click the Add button to include a new Post Press operation. Enter the Equipment number “12” to add a shrink wrap operation. If you want to select other operations, simply click on Equip. No. above to bring up the options. Select the operation pop up “250s” to shrink wrap this job in sets of 250’s. You also have the option of including a Make Ready or editing any of the standards for this operation by changing values in the white enterable areas. Click the calculate button to see the breakdown of cost for this operation on the lower portion of the screen.

On the top of the screen, click the Production tab and the Production page will appear on screen.

	Quantity	10,000	15,000	20,000	25,000	30,000	35,000
Sub-Contract Out \$		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Price		\$25.55	\$25.54	\$25.54	\$25.54	\$25.54	\$25.13
Rolls							
Adj. Factor							
Total		\$255,676.00	\$383,276.00	\$510,976.00	\$638,676.00	\$766,376.00	\$800,726.00
1.00 Stock Cost		115,702.39	173,547.65	231,392.88	289,238.14	347,083.35	404,928.61
1.00 Ink Cost		27,939.84	41,908.33	55,876.82	69,845.31	83,813.78	97,782.27
Press Running Hrs		610.10	915.10	1,220.20	1,525.20	1,830.30	2,131.70
Press Running Cost		42,707.00	64,057.00	85,414.00	106,764.00	128,121.00	149,478.00
1.00 Press Speed		106	106	106	106	106	106
Press Speed Alt		0	0	0	0	0	200
Additional Cost		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Amortized Costs		0.00	0.00	0.00	0.00	0.00	0.00
Finishing Hrs		519.70	779.60	1,039.50	1,299.40	1,559.20	1,819.10
1.00 Finishing Cost		20,788.00	31,184.00	41,580.00	51,976.00	62,368.00	72,764.00
1.00 Wrapping Cost		0.00	0.00	0.00	0.00	0.00	0.00
1.00 Core Cost		500.00	750.00	1,000.00	1,250.00	1,500.00	1,750.00
Weight		67,338	101,037	134,737	168,436	202,135	235,834
1.00 Carton Cost		2,117.50	3,175.70	4,233.90	5,292.10	6,350.30	7,408.50
1.00 Packaging Cost		8,981.15	13,471.72	17,962.28	22,452.85	26,943.43	31,434.00
1.00 Post Press Cost		146.20	219.40	292.60	365.80	438.80	512.00
Makenready Hrs		1.00					
Makenready Cost		70.00					
Wash Up Hrs		0.60					
Wash Up Cost		42.00					
UL/CSA Admin. Fee		0.00					
Total Production		255,478.00	383,139.00	510,810.00	638,471.00	766,136.00	800,495.00
Artwork Cost				0.00			
Plate Cost				156.00			
Tooling Cost				0.00			
Misc. Charge				0.00			
Total Non-Recurring				156.00			

The Production page is designed to give a cost breakdown of each estimate as it goes through the shop. It can be printed out and reviewed by management if necessary. Additional production adjustments can be entered on this page. To the left of the fields, there are small blanks that have 1.00 entered in them. This is the adjustment factor for this section, and it is a modifiable field. If you wish to adjust the factors, click in the field and enter the percentage adjustment factor you wish to see in the field. Click the Calculate button and the screen will recalculate according to the new values.

At a glance you have the ability to review all production costs and hours. Adjusting estimates by degree of difficulty is easily done while retaining reasons for internal accountability.

Click the Margins button on the right side of the screen and the Estimate Margins screen appears.

	Quantity	10,000	15,000	20,000	25,000	30,000	35,000
Price	Rolls	\$25.55	\$25.54	\$25.54	\$25.54	\$25.54	\$23.13
Profit Adjustment:	Standard						
Materials:	Cost	146,201.73	219,429.68	292,568.70	365,706.65	438,844.53	511,982.48
	Factor	1.15	1.15	1.15	1.15	1.15	1.15
	Margin	21,943.76	32,914.45	43,885.31	54,856.00	65,826.68	76,797.37
	Total	168,235.49	252,344.13	336,454.01	420,562.65	504,671.21	588,779.85
Labor:	Cost	72,702.35	108,995.12	145,296.88	181,590.65	217,887.23	254,178.80
	Factor	1.2	1.2	1.2	1.2	1.2	1.2
	Margin	14,540.47	21,799.22	29,059.38	36,318.13	43,577.45	50,836.70
	Total	87,242.82	130,794.34	174,356.26	217,908.78	261,464.68	305,015.50
Sum Totals:	Cost	218,994.08	328,425.80	437,865.58	547,297.30	656,731.76	766,161.48
	Margin	36,484.23	54,713.67	72,944.69	91,174.13	109,404.13	127,634.07
	Additional Cost	0.00	0.00	0.00	0.00	0.00	0.00
	Amortized Costs	0.00	0.00	0.00	0.00	0.00	0.00
	UL/CSA Admin. Fee	0.00	0.00	0.00	0.00	0.00	0.00
	Production	255,478.00	383,139.00	510,810.00	638,471.00	766,136.00	893,797.00
	Non Recurring not amortized	176.00	176.00	176.00	176.00	176.00	176.00
	Overall SUM	255,654.00	383,315.00	510,986.00	638,647.00	766,312.00	893,973.00
	% Margin	14.27 %	14.27 %	14.28 %	14.28 %	14.28 %	14.03 %
	Value Added	72,702.04	108,995.65	145,296.61	181,590.22	217,887.34	254,178.35
	Value Added/Mat. Costs	49.69	49.67	49.66	49.65	49.65	35.92

This screen allows you to adjust the mark up of materials and/or labor for this job. Depending on the quantity of labels produced you can have different mark up factors.

In the Profit Adjust section of the screen, indicate how the estimate should be marked up, select from the pop up. Again, you can define these mark ups to fit your own pricing structure. Defaults can be set in the Customer record, so that they automatically appear when estimating for that customer. If you select customer, be sure to indicate the customer mark up values on the screen in the same field. If you decided to custom alter the profit adjustment, you will be prompted with a screen asking for a reason why. This assures everyone in the company understands why the special mark up has been applied to this job.

With all the values of the estimate previously entered on the preceding screens, click the Calculate button in the right corner of the screen. Label Traxx™ will display calculated values for each of the listed requirements.

Note: If you are viewing a locked estimate, the Calculate button will not appear on screen. A locked estimate is one that was generated before costs changed in the system. The estimate is locked to prevent a discrepancy between you and the company for whom the estimate was generated.

Celestial Labels, Inc. Editing Estimate

General Stock, User Defined Colors Finishing & Misc. Post Press Production Margins **Price Tuning**

Price	Rolls	Quantity	10,000	15,000	20,000	25,000	30,000	35,000
Est. Cost			21.00	21.00	21.89	21.89	21.89	19.88
Target Sell			\$25.55	\$25.54	\$25.54	\$25.54	\$25.54	\$23.13
Actual Sell			25.55	\$25.54	\$25.54	\$25.54	\$25.54	\$23.13
Set or Clear tuned price			Set	Clr	Set	Clr	Set	Clr
Profit	\$		36,505.92	54,674.20	72,934.42	91,202.70	109,468.24	113,638.52
% of EGT			14.3	14.3	14.3	14.3	14.3	14.0
Value Added	\$		109,228.27	163,670.33	218,251.30	272,813.35	327,375.47	297,587.53
% of EGT			42.7	42.7	42.7	42.7	42.7	36.8
Materials								
Est. Cost			146,291.73	219,429.68	292,368.70	365,706.83	438,844.33	511,982.48
Target Sell			168,235.49	252,344.13	336,454.01	420,562.65	504,671.21	588,779.85
Markup %			15.0	15.0	15.0	15.0	15.0	15.0
Actual Sell			168,248.58	252,320.59	336,447.51	420,579.67	504,709.38	588,816.89
Labor								
Est. Cost			72,702.35	108,996.12	145,296.88	181,590.65	217,887.23	183,929.00
Target Sell			87,242.82	130,795.34	174,356.26	217,908.78	261,464.68	220,714.80
Markup %			20.0	20.0	20.0	20.0	20.0	20.0
Actual Sell			87,251.42	130,779.41	174,352.49	217,920.33	261,490.62	220,733.11
Other								
Est. Cost/Target Sell			0.00	0.00	0.00	0.00	0.00	0.00
Commission			0.00	0.00	0.00	0.00	0.00	0.00
Total								
Est. Cost			218,994.08	328,425.80	437,665.58	547,297.30	656,731.76	695,911.48
Target Sell			255,478.31	383,139.47	510,810.27	638,471.43	766,135.89	809,494.65
Markup %			16.7	16.6	16.7	16.7	16.7	16.3
Actual Sell			255,500.00	383,100.00	510,800.00	638,500.00	766,200.00	809,550.00
Non Recur. not amortized			176.00	176.00	176.00	176.00	176.00	176.00
Est. Grand Total (EGT)			255,676.00	383,276.00	510,976.00	638,676.00	766,376.00	809,726.00

IN 1677%

Save Cancel Duplicate History Delete Calculate

With competition getting tougher you need to know your costs and details of pricing more than ever. The final tab, Price Tuning, allows you to manipulate values in any of the “white” fields to vary from the Target Sell Price established in this estimate. Modifications in Sell Price will display the ripple effect on gross profit, value added and other indicators. Modifications can be made in all 6 quantities. By clicking the Set button in modified columns, the new pricing structure will be saved for the Estimate letter and ultimately for the specifications on the produced product.

Finally, under the Reports pull down menu at the top of the screen, choose to either print the estimate letter, the estimate detail reports, or the estimate margins report. Put your company letterhead in the printer if you wish to print the letter on it. The optional SuperReport writer allows you to create your own formats.

Reports and letters are easily printed from the system without opening up another application. This preserves your data integrity.

Tickets Screens

When a customer has given the approval to turn an estimate into an order, a job ticket must be created. To do so, go to the Table of Contents screen and click the Tickets button. For quick entry from an existing estimate, click on the Quick Ticket option. Enter the information shown. Remember to click on the blue italicized words to pull up searches. Click on Convert button to complete the quick entry process. To review an existing ticket, at the Selector screen, click on All Records and choose an existing ticket to review.

Editing Ticket

Ticket No., Previous: 10544 10474
 General Description: Shipping Labels
 Ticket Type: Spoilage
 Priority: [Dropdown]
 Key Dates: Order 2/5/04, Ship 9/6/06, Due 00/00/00, Done 00/00/00
 Customer No.: 1009 Labels, Labels, Labels
 Customer PO: [Field]
 End User No.: [Field]
 End User PO: [Field]
 MFG Rep. No.: 1 Isell Printing
 Contact: [Dropdown]
 Rate Changes: 1 @ \$20
 Color Changes: 0 @ \$0
 Misc Desc: [Field] \$0.00
 Comm: 0.0%

Quantity	Product No.	Description	Price	Unit	Ctrs	Flds	Type
15,000	6000	Tire Labels	15	Per M	6	0	RRNC
15,000	5454	Tire Labels	4	Per M	6	0	RRNC

30,000 Custom Total No. of Items: 2 Over Run %: 10.00%

Notes: Test

Status: Done Status: Done Status: Done Ship: Open

Art: [Field] [Field] [Field] [Field] [Field] [Field] [Field] [Field]
 Proof: [Field] [Field] [Field] [Field] [Field] [Field] [Field] [Field]
 Plate: [Field] [Field] [Field] [Field] [Field] [Field] [Field] [Field]

Most of the information on this page fills out automatically, and is relatively self-explanatory. The drop down on the right under the general information consists of three ticket choices. Specify the kind of job you are entering; a live Job, an R&D job, or a Spoilage job. This information will transfer to the reports section and will be used at a later date to help you get a better idea of the kinds of jobs that move through your shop. You can specify multiple items on each ticket as long as the only differences are color and copy changes. For more information on converting estimated items to the ticket, contact Tailored solutions at 414-774-9997. With a few clicks an estimate can be converted to a job or an existing ticket can be duplicated.

Label Traxx allows you to group items on a ticket that would run together on a press. It simplifies your scheduling and reduces overall production costs.

The Status boxes at the very bottom of the screen should be checked to indicate where in the production process each part of the job is. This will help later in job scheduling. With real time data collection activated, this area will be automatically updated.

There are eight pages to the ticket screen. The Products tab will allow you to enter multiple purchase orders tied to each item and additional notes.

Quantity	Product No.	Description	Price	Unit	Ctrs	Flds	Type
15,000	6000	Tire Labels	15	Per M	6	0	RRNC
P.O. No.		Note					
15,000	5454	Tire Labels	4	Per M	6	0	RRNC
P.O. No.		Note					
P.O. No.		Note					
P.O. No.		Note					
P.O. No.		Note					
P.O. No.		Note					
P.O. No.		Note					
P.O. No.		Note					
P.O. No.		Note					
P.O. No.		Note					
P.O. No.		Note					
P.O. No.		Note					

Next, go to the top of the page and click the tab to access the Common page.

At the top of the screen, you are informed that no changes are allowed. This is a view only screen. You must be on the General page in order to change the values here. This screen directly reflects the information entered in the product records.

The next page of the Ticket screen is the Address, Terms page.

Celestial Labels, Inc. Editing Ticket

General Products Common **Address, Terms** POs, Packing Slips, Blankets Est. vs. Act. Stock, Materials Used Activity

Main Address Information

Location Labels, Labels, Labels!

Address 23 Calle de Rosario

City, Zip/Postal Code Hermosa

State, Country Puerto Rico

Shipping Address Information

Attn, eMail

Instructions, Via UPS Next Day

Location Labels, Labels, Labels!

Address 23 Calle de Rosario

City, Zip/Postal Code Hermosa

State, Country Puerto Rico

Tax Reason ?

Billing Address Information

Location Labels, Labels, Labels!

Address 23 Calle de Rosario

City, Zip/Postal Code Hermosa

State, Country Puerto Rico

Terms Net 30 Days

Save Cancel Duplicate History Delete

PB 16772

First specify the different addresses, if necessary, for each different part of the shipping process. For example, a product and a bill might ship to two separate addresses. The Main address is the address that is used for the main address of your customer. If the Shipping or the Billing Address changes from the Main address, indicate the differences here. When you specify where to ship a job, this becomes important. Use the italicized text at the top of each section to allow a choice menu to pop-up on screen.

At the bottom of this screen, you will see the Terms box. Click on the arrow to choose from the list of terms.

The next tab is the POs, Packing Slips, Blankets tab.

Purchase Orders

PO Number	PO Type	Supplier	Date	Description	Sell Price
4070	Plate	Desktop Graphics	10/16/2006	Shipping Labels	\$154.00
4071	Tool	Desktop Graphics	10/16/2006	Shipping Labels	\$287.00

Number of Purchases: 2 Total Sell Price: \$441.00

Blanket Orders

Ship Date	Ship Location	Ship Via

Packing Slips

Ship Date	Ship Location	Ship Via

The top section of the screen is for creating purchase orders. Any Artwork, Plates, Generic items and/or Tools that need to be purchased to produce the items on the ticket should be noted here. Click on one of the buttons to create that type of purchase order.

The center section of the screen displays a list of all blanket orders in your shop. Blanket orders are used to ship a job to multiple locations on different days.

The bottom section of the screen reflects any packing slips generated within this ticket.

Label Traxx Tickets capture all history from purchase of tooling to shipping history. Customer Service can easily view information for quick response to customers and Accounting captures all costs related to a job.

The sixth tab at the top is Est vs Act, which translates to Estimate vs Actual costs on a job.

	Ordered	Shipped	Variance
Quantity	30,000	0	0
Press Make Ready	7.2	0.0	-7.2
Press Run	2.5	0.0	-2.5
Press Wash Up	1.3	0.0	-1.3
Total Press	11.0	0.0	-11.0
Press Speed	89	0	-89
Equipment Make Ready	0.0	0.0	0.0
Equipment Press Run	0.0	0.0	0.0
Equipment Wash Up	0.0	0.0	0.0
Total Equipment	0.0	0.0	0.0
Equipment Speed	0	0	0
Total Press & Equipment	11.0	0.0	-11.0
Rewinding	0.0	0.0	0.0
Fanfold	0.0	0.0	0.0
Total Finish	1.6	0.0	-1.6
Packaging	0.5	0.0	-0.5
Post Press	0.0	0.0	0.0
Other	0.0	0.0	0.0
Total Labor Hours & Cost	13.1	0.0	0.0
Stock Length	24,050	0	-14,050
Length from Totalizer		0	
Rolls Used, Length		0	
Stock Cost	\$312	\$0	(\$312)

Summary:

Billings	Labor Costs	Stock Costs	PO Costs	Mat. & Frgt.	Total Costs	Gross Margin
\$0	\$0	\$0	\$441	\$0	\$441	(\$441) ON

Clicking this tab launches you into a screen where the Ordered and Shipped values are displayed for various parts of the job, and a Variance field is displayed, showing the actual differences in costs. Actual costs are captured from the shop floor. The next tab displays roll stock and other inventory items used on the job.

Management has a valuable tool to evaluate jobs and make decisions to maximize productivity

The final tab allows you to record notes or emails tied to this job. Call back reminders may also be set.

Celestial Labels, Inc. Editing Ticket

General Common Address, Terms POs, Packing Slips, Blankets Est. vs. Act. Stock, Materials Used Activity

Entered by	Created	Time	Call Back	Contact	Activity	Emailed
Password = Demo	10/16/06	11:20 AM	00/00/00			

Entered by: Created on: 00/00/00 Time: 12:00 AM

Activity: [Contact](#)

Call Back: 00/00/00

[Notes](#)

Email:

[To](#)

[Subject](#)


[Message](#)

[Send Email](#)

Buttons: Duplicate, Save, Cancel, Duplicate, History, Delete

Home icon:

NE 16772

When you are done with any of these screens, click on the “Home”  on the right side of the screen to return to the Home Page

Custom Products Screens

If you click the Custom Products button on the Production Home Page, then click the New Custom Product button on the Selector screen, you will be launched into a new product record.

Specifications on each unique label are maintained. You capture printing details to assure errors are not perpetuated.

A product record is created for every label produced by your shop for your customers. Enter the information starting on the main page or enter an estimate number to transfer details over from an estimate, then move to the next by clicking on the tab at the top of the screen.

The Stock, User Defined page is shown next.

Celestial Labels, Inc. Editing Custom Product

Main Page **Stock, User Defined** Misc. Product Specs Finishing Post Press Colors Image CL Distributions Ticket History

Stock

	Width	Description	Cal. Mils
Laminate	118	6	Computer imprintable
Main Stock	105	6	Uncoated
3rd Stock		0	

Additional Stock (More than 3 webs)

	Width	Description	Cal. Mils

Change:

Stock Notes:

User Defined Options

Use	Description	Notes	Report	Order	Add. Web	Set Up	Press
<input type="checkbox"/>	Extend Frame		<input type="checkbox"/>	1	0.00	0	750
<input type="checkbox"/>	Delam./Relam.		<input type="checkbox"/>	2	0.00	0	750
<input type="checkbox"/>	multiple shifts		<input type="checkbox"/>	3	0.00	0	750
<input checked="" type="checkbox"/>	Spoilage increase		<input type="checkbox"/>	4	0.00	0	750

☐ Inactive

Celestial Labels, Inc. Editing Custom Product

Main Page **Stock, User Defined** **Misc. Product Specs** Finishing Post Press Colors Image CL Distributions Ticket History

Product No. 35 Description Sample Estimate

Printing Notes This is our first run of this product.

Hidden Notes These are hidden on the ticket.

Current Pricing

☐ Special Pricing

	Break 1	Break 2	Break 3	Break 4	Break 5	Break 6	
Quantity	10,000	15,000	20,000	25,000	30,000	35,000	
Price	Rolls	\$25.55	\$25.54	\$25.54	\$25.54	\$25.54	\$23.13

Misc. Charge \$0.00 Commission 0.0%

Barcode

Symbology ☐ Check Digit ☐ Prefix

Width 0 Data Origin

Height 0 HR Position

X Dim. 0 Ratio

BC Start HR Start

BC End HR End

Current Inventory

Customer	5,000
Cost	\$5.00
Over Run	5,000

☐ Inactive

Caestial Labels, Inc. Editing Custom Product

Main Page Stock, User Defined Misc. Product Specs **Finishing** Post Press Colors Image CL Distributions Ticket History

Product No. 35 Description Sample Estimate

Finishing

☒ Roll Label ☐ Fanfold Label ☐ Sheeted Label

No Labels Across 1 Parts Per Page 0 Pieces Per Pack 1,014

Parts Per Roll 1,014 Labels Per Stack 1,014 Tab Specs. Size 0.25

Outside Diameter 7 No Labels Across 1

Core Diam., Width 3.3

Core Type Blank ☒ Silt On Rewind

☒ Rewinder ☐ Rewind ☐ Table Rewinder

Package Type Num Per Carton

Carton Size Pallet Size

Finishing Notes

Critical to Quality

User Definable Fields

Quality Procedure

Shipping Pref

Delivery times

ISO Reference

Special Packaging

Labeling Needed

NOTE: Field Descriptions are defined in Constants. ☐ Inactive

Save Cancel Duplicate History Delete

Caestial Labels, Inc. Editing Custom Product

Main Page Stock, User Defined Misc. Product Specs **Finishing** **Post Press** Colors Image CL Distributions Ticket History

Duplicate

No.	Equipment	Operation Desc.
12	Shrink Wrapping	25s

No. Equipment Desc. Make Ready for Hrs

12 Shrink Wrapping 0 Complex set up 0.00

Operation Pieces/Op Op/Hour

25s 25 70

Materials Cost Unit

Film \$0.08 per operation

Equipment Notes

☐ Inactive

Save Cancel Duplicate History Delete

Celestial Labels, Inc. Editing Custom Product

Main Page Stock, User Defined Misc. Product Specs Finishing Post Press Colors Image CL Distributions Ticket History

Product No. 33 Description Sample Estimate

Color Specifications

750 Woburn

No of Colors 2

Floods 0

No of Print Rolls on Hand 10

Color Specifications

50 Maroon

No of Colors 0

Floods 0

Amortized into Price

☐ Plate Changes Amortized into Price

☐ Color Changes Amortized into Price

This section should be revised any time you make changes to the Quick Color Listing or the Detail Color Listing.

Quick Color Listing

Color Descr. Ink Type Use the Quick Color Listing for simple jobs.

Red and Black

Detail Color Listing

Use the Detail Color Listing when you need to be more precise in specifying color. When you use this product on a ticket, the printed ticket will list the color detail. Drag and drop to arrange color sequence.

Unit	Color	Anilox	Ink Type	Notes
1	Black	400	Water	
2	Red	400	Water	

☐ Inactive

Save Cancel Duplicate History Delete

The Colors screen allows you to define simple color listings or display complex details by press station.

Celestial Labels, Inc. Editing Custom Product

Main Page Stock, User Defined Misc. Product Specs Finishing Post Press Colors Image CL Distributions Ticket History

Product No. 33 Description Sample Estimate

Source Application

Image Format Scaled to fit prop centered File Name

NOTE:

To save an image of this product: open the application that the image is in, select it, copy it to the clipboard, and paste it into the image field.

Save Cancel Duplicate History Delete

Stock Construction Screen

Click the Stock Construction button on the Home Page to enter information regarding stock in your shop. The Stock selector screen appears. Click the New button in the lower left corner of the screen and the following Material Specifications screen appears or simply review an existing record:

Label Traxx gives you the tools to manage your stock inventory from ordering to actual physical inventories. Companies reduce time and improve accuracy.

Material Specifications

Stock: 104 Face Stock: High Gloss

Class: Glass Paper Face Color: White

Location: Face Caliper: 608

Supplier No.: 161 Mactac Liner Caliper: 628

MFG. Spec No.: Total Caliper: 6

Master Width: 52 Adhesive: P-504

Cost Per MSI: 0.41 Adh. Class: Permanent

Freight MSI: 0 CSA Cert. Top Coating: Good

Inventory Levels, Available

MSI: 12,160

MSI Cost: \$4,985.60

Inventory Maintenance, MSI

Avail. Minimum: 0

Avail. Maximum: 0

Current Inventory

Width	Physical	Allocated	Available	Available MSI	Length To Date	On Order	Promised
5.0000	5,000	5,000	0	0	10,000	0	00/00/00
5.5000	20,000	5,000	15,000	990	30,000	0	00/00/00
6.0000	90,000	0	90,000	6,480	90,000	20,000	4/28/06
8.0000	30,000	0	30,000	2,880	30,000	50,000	4/28/06
9.0000	0	0	0	0	5,000	0	00/00/00
10.0000	11,600	0	11,600	1,392	7,500	0	00/00/00
12.0000	2,900	0	2,900	418	0	0	00/00/00

1 Order(s) Outstanding

☐ eTraxx Access

☐ Inactive

Enter the information for the stock that you have specified with the Stock Number at the top of the screen. Roll widths will be indicated in the middle of the screen. Slitting requests can be made by double clicking on widths shown in the scrolling menu.

If you are reviewing information for Roll Tracking, click the Rolls tab on the top of the screen. The following screen appears:

Rolls for Stock Number: 104

Buttons: Add, Delete, Print, Settings, Select All

Stock Description: High Gloss, White, with 60# Face Caliper

Buttons: Save, Cancel, Roll Change

Roll ID	Stock Date	Width	Length	Alloc Tlk No.	Used by Tlk No.	Print	Delete
196	2/19/01	5.0000	5,000	10003	10003	<input type="checkbox"/>	<input type="checkbox"/>
191	2/19/01	5.5000	5,000			<input type="checkbox"/>	<input type="checkbox"/>
192	2/19/01	5.5000	5,000			<input type="checkbox"/>	<input type="checkbox"/>
193	2/19/01	5.5000	5,000			<input type="checkbox"/>	<input type="checkbox"/>
194	2/19/01	5.5000	5,000	10003	10003	<input type="checkbox"/>	<input type="checkbox"/>
217	10/6/06	6.0000	5,000			<input type="checkbox"/>	<input type="checkbox"/>
218	10/6/06	6.0000	5,000			<input type="checkbox"/>	<input type="checkbox"/>
219	10/6/06	6.0000	5,000			<input type="checkbox"/>	<input type="checkbox"/>
220	10/6/06	6.0000	5,000			<input type="checkbox"/>	<input type="checkbox"/>
221	10/6/06	6.0000	5,000			<input type="checkbox"/>	<input type="checkbox"/>
222	10/6/06	6.0000	5,000			<input type="checkbox"/>	<input type="checkbox"/>
225	10/6/06	6.0000	5,000			<input type="checkbox"/>	<input type="checkbox"/>
226	10/6/06	6.0000	5,000			<input type="checkbox"/>	<input type="checkbox"/>
227	10/6/06	6.0000	5,000			<input type="checkbox"/>	<input type="checkbox"/>
228	10/6/06	6.0000	5,000			<input type="checkbox"/>	<input type="checkbox"/>
229	10/6/06	6.0000	5,000			<input type="checkbox"/>	<input type="checkbox"/>
230	10/6/06	6.0000	5,000			<input type="checkbox"/>	<input type="checkbox"/>

As you enter and delete rolls from inventory, this screen will display all activity. To print out stock labels, you may click the print box by the item you wish to print and hit Settings to set your printer preferences and print.

The next tab, Specifications allows you to record volume price breaks, substitute stocks, delivery information and links to Vendor Data Sheets that are online.

Volume Price Breaks

MSI range	Cost Per MSI	Freight MSI
0 to 0	0.41	0
0 to 0	0	0
0 to 0	0	0
0 to 0	0	0
0 to And above	0	0

Suggested Stock Substitutions

Stock No.	1st Choice	2nd Choice	3rd Choice

Notes

Estimated Delivery Time

Link to material data sheet

Stock Notes

PO


Other

PO Notes are copied to the purchase order when a new order is created.

Other Stock Notes are for internal reference and use.

The Purchase Order tab allows you to view stock on order or to place an order.

Stock Purchase Order screen: Designed specifically for roll stock.

If you are adding stock to the existing inventory click the  button. Again, you will be launched into a Purchase Order. When you are finished adding the necessary information, click the Save button and you will return to the first stock screen.

Note the eReceipt tab and Send PO button. This feature allows you to electronically send purchase orders to Fasson, Raflatrac, Green Bay Packaging and MACtac, receive order and shipping confirmations and take delivery of bar-coded rolls with unique Label Traxx identification. See your roll stock representative for more details.

The final tab allows you to view all open ticket requirements for this stock.

When you are done entering information to the Stock section, return to the Home Page.

Tooling Screen

A record for each Tool in your shop should be created in this section.

Tooling Details

Number: 8 Size: 7.5
 Serial Number:
 Shape: Rectangle
 Type: ☒ Rotary ☐ Flat Bed
 Pitch: .125 CP
☐ Auto Applied
 Die Cut: To Liner
☐ Chrome Plated
☐ Exclusive
 Owner:
 Location:
 Print Cylinder Quant: 0

Tool Maintenance

Date	Revolutions
03/01/2001	110,554

Face Stock: Kromkote Liner Cal: 40
 Steel: 80 80 Gear Teeth: 64
 Revolutions: 155,087 Gear Teeth Remain: 0
 Supplier No.: 13 Martinson Tool & Die Co.
 Ordered: 5/8/03 Tool In: ☒ Price: \$0.00
 Notes:
☐ eTraxx Access
☐ Inactive

Enter the details of the tool in the screen, and be sure to remember to fill in the mock up label to facilitate quotes when this tool is specified. Clicking on the Drawing tab at the top will bring you to a screen where you can paste in a drawing of a tool from another application and save it as a new tool in Label Traxx.

When purchasing new tooling in Label Traxx this record will be automatically generated.

When you have finished, save the record by clicking the Save button and return to the Home Page.

**Complete tooling information is easily accessible
 with great detail down to the number of revolutions
 this too has experienced.**


Prospects Screen

The Prospects screen should be used primarily by sales representatives in your shop to record information about companies they are prospecting. Enter the basic information on the first screen of the prospect record.

On the top of the screen, click the Activity tab.

Date	Contact	Regarding	Notes	Call Back
4/2/02	Semore Smart	Reorder		5/2/02

Activity screen - Salespeople can record calls and set call back dates.

Enter a record of the contact you have had with this prospect by clicking the  sign. An activity screen will pop up. Work your way through it and save the record when you are done.

The next tab on the top of the screen, Estimates, will display a list of each time you have generated an estimate for this prospect. This is a convenient way to track how many estimates you have generated as opposed to how many jobs you have won.

When you have finished, return to the Home page.

Customers Screen

There are two ways to convert a prospect into a customer. First, you can click the Change To Customer button near the top of the Prospect screen and the process will happen automatically.



Or, you can select the Customers button on the Production page of the Home Page and enter the information by clicking the New button on the Selector screen.

The Customer record is almost identical to the Prospect record. Notice that the tabs on the top of the screen are more numerous because of expanded options. The Activity and the Estimates pages remain the same.

Product History

The Products tab launches you into the Product History section of the customer record. This section allows the user to view all information regarding product history and predict when the next order will be necessary. You can view the complete quote, order, and invoice histories by clicking on individual products. This information can be printed and then used to generate repeat sales.

Ticket History

The Tickets tab moves you into the Ticket History section of the program. This screen displays the ticket, or order history of the customer.

Invoice & AR History

The Invoices tab leads you to the Invoice History screen, which displays a running list of invoices generated for this customer. It also summarizes the receivable history.

Terms & AR Balance

This tab allows you to record credit limits, terms, tax exempt information and gives a real time view of AR balances.

End Users

If you are producing jobs for a distributor, and they have asked you to ship directly to their customer, use the End User tab. This button launches the End User History screen. Click the View button in the upper left corner to view the end user activity for this customer.

Charts

This area allows you to chart this customer's history of estimates to sales dollars to gross profit dollars. Management can now quickly view the value of this customer to your company.

Budget

The Budget page allows you to set up Sales budgets for this customer. Prior year comparisons and variances are shown and may be reported in graph form through the Reports selection off the Task Bar.

When you are done, return to the Home Page.

Scheduling Screen

If you wish to check on the status of the live tickets in your shop and the production stage they are at, click on Scheduling. The first view is the Ticket Status tab. Use the Search and Sort options from the task bar at the top of the screen to choose the selection to populate the screen.

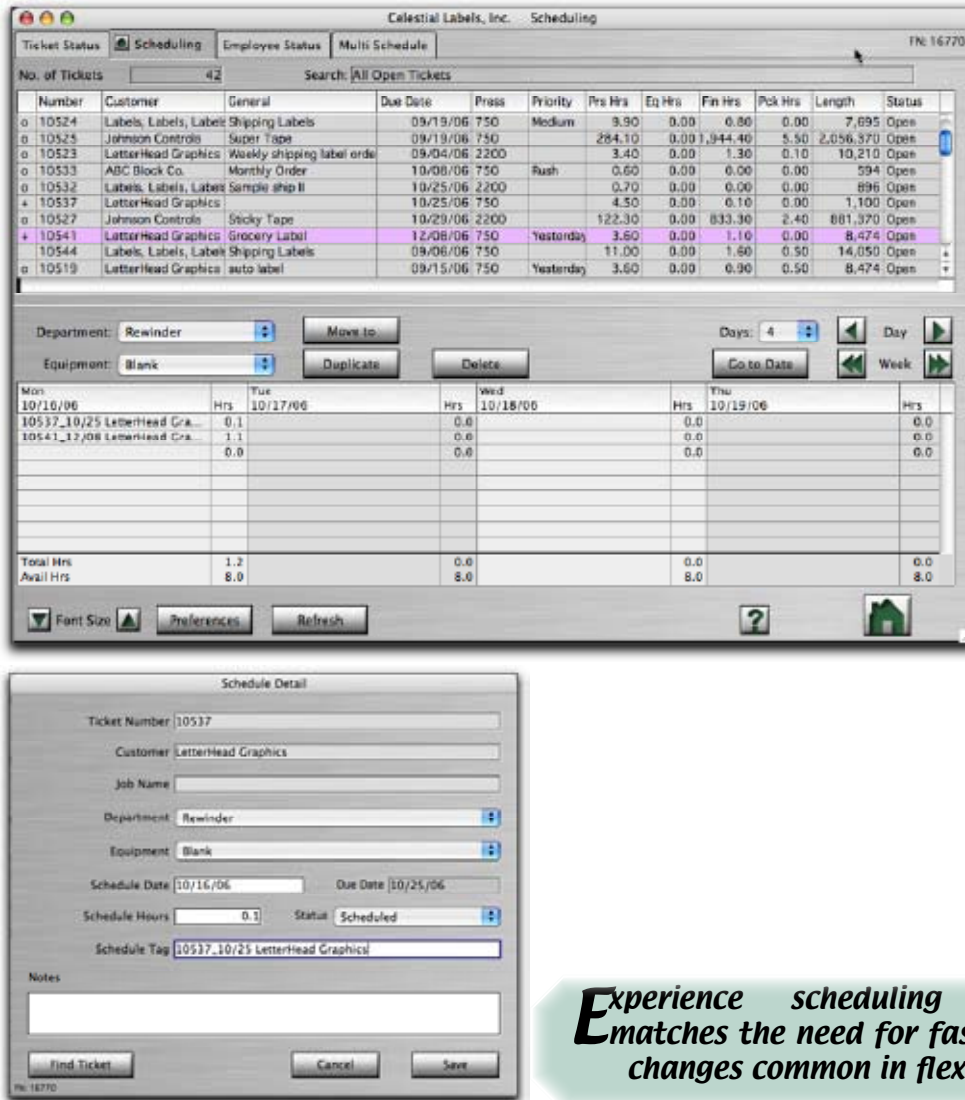
Ticket	Customer	General Description	Priority	Ship Date	Press	Equip.	Art	Prf	Plate	Tool	Ink	Stck	Prs	Eq	Pin	Done	Notes
10526	Johnson Control	Sticky Tape		10/30/06	750		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	***	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open	
10505	LetterHead Grap	Grocery Application T	Low	12/30/06	750		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	***	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open	This is s
10477	Labels, Labels, L	Sample ship		12/25/06	750		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	***	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open	
10479	Labels, Labels, L	Shipping Label		12/28/06	750		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hid	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open	
10508	LetterHead Grap	Rush Order	Low	09/22/06	750		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	***	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open	
10006	LetterHead Grap	Sample Order		12/08/06	750		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	***	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open	
10518	LetterHead Grap	Pin feed ID labels	Rush	09/15/06	750		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	***	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open	
10478	Labels, Labels, L	Sample ship II		09/16/06	750		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	***	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open	notes an
10486	Labels, Labels, L	Shipping Label		09/22/06	750		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open	
10503	Inland Press	shipping label	Yesterd	12/21/06	750		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open	ALL Ord
10499	LetterHead Grap	Pin feed ID labels	Rush	09/08/06	750		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open	
10507	LetterHead Grap	auto label	Yesterd	09/20/06	2200		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open	
10023	Labels, Labels, L	Shipping Labels		09/08/06	2200		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open	
10485	Inland Press	Shipping Labels	Low	09/08/06	750		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open	ALL Ord
10520	Inland Press	UPS ID Labels	Medium	10/03/06	2200		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open	ALL Ord
10554	Rosenthal Printir	Candle	High	09/15/06	2200		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open	
10509	LetterHead Grap	Sample Order		09/06/06	750		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open	
10474	Labels, Labels, L	Shipping Labels		09/21/06	750		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open	Test
10555	Rosenthal Printir	Second run		09/30/06	2200		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open	
10517	LetterHead Grap	Rush Order	Low	09/23/06	750		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open	
10007	LetterHead Grap	Sample Order		12/08/06	750		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open	

From the Report menu at the top of the screen, you can view a variety of schedules and create your own custom schedule report.

Ticket Status - View all the current jobs in your shop and their status.

Drag & Drop Scheduling

Select the Scheduling tab at the top of the Ticket Status screen to view the drag and drop scheduling system.



Experience scheduling that matches the need for fast-paced changes common in flexo.

The top portion of this screen will list the current Ticket like the Ticket Status screen from the previous page. You can use any of the search and sort menus. Mid-screen you may select a Department and/or Equipment and Label Traxx will load the schedule. Click on a Ticket at the top and drag it to any day of the week below. To re-arrange any tickets within a day, click and drag. By double clicking on items in the lower schedule, you can view and edit information. Work through those dialogs.

By clicking through the remaining tabs, you can view the status of employees clocked into jobs and a multiple press schedule. To view the multiple presses, first select the Department and Group.

When you are done, click the button in the right corner of the screen to return to the Home Page.

Packing Slip Screen

To create a packing slip without being in a job ticket, click the Packing Slip button. Click the New button in the left corner to generate packing slips. You will receive a prompt asking you to enter a job number before proceeding. After entering one, you will enter the Packing slip section. Enter necessary information.

The screenshot shows the 'Enter/Edit Packing Slip' window. The title bar reads 'Celestial Labels, Inc. Blanket Order'. The window is divided into several sections:

- Top Section:** Contains fields for Ticket (10488), Date (04/23/06), Time (14:22:32), Pack Slip No. (481), Cust. No. (1001), Customer (Inland Press), and P.O. No.
- Left Section:** Contains fields for 'To' (Address, City, Zip/Postal, State, Country), 'Ship To' (Main), and 'Ship Via' (UPS 2nd Day).
- Right Section:** Contains fields for 'From' (Celestial Labels), 'Address' (100 South Park Ave), 'City, Zip/Postal' (Richmond, 11110), 'State' (VA), 'Country' (U.S.A.), and shipping options (Collect, Prepaid, 3rd Party, Terms, Cartons, Weight, Freight, Ship Class, Track No.).
- Table:** A table with columns: Ordered, Previous, Shipment, Product No., and Description. The first row shows: Ordered: 10,000, Previous: 1,500, Shipment: 1,000, Product No.: 20, Description: Shipping Labels.
- Note Section:** A text area with the note: 'Thank you for your order. Please call on us for your future label needs.'

Once all information is entered, select Packing Slips from the Report menu. You will be launched into the print dialog box. Follow the screens through to generate a printout.

If you wish to customize the packing slip labels, this is possible by going to the Reports menu and clicking and dragging to the Shipping Labels option.

Thermal labels can be printed for shipping, carton, and cores. Print them on demand in your shipping department in the formats that your customer requests.

When you are done, return to the Home Page.

Constants Screen

To use the demo copy in an actual setting, you must go to the Set Up tab and enter your shop details in the buttons that appear on this page. First, click on the Constants button. Because this demo version of the software has values entered, you will be asked to confirm if you really want to change the existing values before you move into the actual screen. Click OK and launch the screen.

The side bar will show the various options that may be set up for your company. Click on each area in the side bar to view the specifics of that area. Descriptive notes are included on each page to further explain the purpose and type of information that needs to be included.

DO NOT change the company name and address. It will inactivate the demo.

Label Traxx is customized by you to fit your company.
Changes do not require extensive time or money.

Equipment Screen

A record for each piece of Equipment in your shop should be created in this section. Click New in the left corner of the Selector screen.

Editing Equipment

Number: 750 Type: Length/Minute Pitch: .125 CP

Description: Webtron

Notes:

Press Capabilities

Cylinder Size: 7.5 in. Max. Print Width: 7.25 in. Stock Width: 7.5 in. 2 in.

Pressure Angle: 20° Max. No. of Tools: 3 Print Repeat: 15 4.5 in.

Machine Count: 10 in. Die Repeat: 15 4.5 in.

Default Available Schedule Hours: 8.00 Omit Press from Scheduling Equip. List: ☐

Max. No. of Colors: 5 Plate Thickness: 0.067 Plate Backing Thickness: 0.005

Press Rates

Impression Charge: \$0 per color

Colors	Est. Rate	WIP Rate
0	\$50.00	\$30.00
1	\$60.00	\$40.00
2	\$70.00	\$50.00
3	\$80.00	\$60.00
4	\$100.00	\$70.00
5	\$110.00	\$75.00

Ink Type	\$ / MSI	Min. \$	Default Print	Default Flood
Print Ink	\$0.05	\$10.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Flood Ink	\$0.15	\$20.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>
UV Ultra	\$0.28	\$30.00	<input type="checkbox"/>	<input type="checkbox"/>
Automotive Pigments	\$0.17	\$18.00	<input type="checkbox"/>	<input type="checkbox"/>

Minimum Sell Price: Commercial: \$250.00 Distributor: \$185.00

Hot Stamp / Screen Specs: Plate Cost: \$0.00 Tool Cost: \$0.00

☐ Inactive

Enter the Equipment number in the first blank on the screen. When you have entered all the constant values for this piece of equipment on this screen, click the Set up Options on the top of the screen.

Set Up Options and Standards

	Make Ready Hours	Wash Up Hours	Change Speed	Change Spoilage
First Tool	0.15	0.08	0.00%	0.00%
Additional Tools	0.10		-0.13%	1.00%
First Color	0.40	0.20	0.00%	0.00%
Additional Colors	0.25		-3.00%	2.00%
Flood Coats	0.15	0.10	-3.00%	1.00%
Stock	0.10		0.00%	0.50%
Stock Setup Length	80			
Consecutive Numbering	0.50		-10.00%	8.00%
Turnbar	0.50		-2.00%	5.00%
Sheeter	0.25		0.00%	0.00%
RefeedPunch	0.00		0.00%	0.00%

	Per Change Charge	Ticket Hours	Change Speed	Setup Length
Plate Changes	\$20.00	0.20	-6.00%	80
Color Changes	\$50.00	0.50	-3.00%	100

Here you will set the standards for Make Ready and Wash Up hours for the equipment pieces. You can make percentage adjustments to the standard running speeds and spoilage (waste) for these operations.

Next, move to the Speeds & Spoilage area.

	Length		Spoilage Percent		Speed	
	From	To	Min.	Max.	Min.	Max.
Spoilage Level 1	0	800	60%	200	40	400 ft/min.
Spoilage Level 2	801	2,000	45%		55	55 ft/min.
Spoilage Level 3	2,001	5,000	30%		70	70 ft/min.
Spoilage Level 4	5,001	10,000	20%		95	95 ft/min.
Spoilage Level 5	10,001	0	15%		125	125 ft/min.
Spoilage Level 6	0	0	0%		0	0 ft/min.
Spoilage Level 7	0	0	0%		0	0 ft/min.
Spoilage Level 8	0	0	0%		0	0 ft/min.
Spoilage Level 9	0	0	0%		0	0 ft/min.
Spoilage Level 10	0	0	0%		0	0 ft/min.
Spoilage Level 11	0	0	0%		0	0 ft/min.
Spoilage Level 12	0	0	0%		0	0 ft/min.
Spoilage Level 13	0	0	0%		0	0 ft/min.
Spoilage Level 14	0	0	0%		0	0 ft/min.
Spoilage Level 15	0	0	0%		0	0 ft/min.
Spoilage Level 16	0	0	0%		0	0 ft/min.
Spoilage Level 17	0	0	0%		0	0 ft/min.
Spoilage Level 18	0	0	0%		0	0 ft/min.
Spoilage Level 19	0	0	0%		0	0 ft/min.
Spoilage Level 20	0	0	0%		0	0 ft/min.

Press Speed Limit for Consecutive Numbering: 30 ft/min.

This launches a screen where there is a place to record 20 individual spoilage percentages and press speeds for this piece of machinery based on run length.

Move to the User Defined Options Tab.

Description	Order	Print On Reports	Make Ready Hours	Wash Up Hours	Speed Change	Spoilage Change	Additional Web Width	Set up length
Extend Frame	1	<input checked="" type="checkbox"/>	0.50	0.00	-3.00%	2.00%	0.00	0
Delam./Relam.	2	<input checked="" type="checkbox"/>	1.00	0.00	-5.00%	3.00%	0.00	0
multiple shifts	3	<input checked="" type="checkbox"/>	0.50	0.50	-3.00%	2.00%	0.00	0
Spoilage increase	4	<input type="checkbox"/>	5.00	0.00	0.00%	1.00%	0.00	0

Each press may have special attachments, materials, printing methods, etc. that will result in additional make ready time or adjustments in press running speed, waste factors or web width. The unlimited user defined area allows you to set up standards for these specialties.

Next, choose the Press Profiler tab.

We included this page in the Label Traxx program so you could enter test data before you use the standards for estimating jobs. This enables you to be certain that the data entered is within normal parameters for the operation. Enter in as many scenarios as you wish, hitting the Calculate button to compute the numbers.

The remaining tabs allow you to chart various metrics for this piece of equipment. Maintenance records can also be stored. Click the Home Page button to return.

Accounts Receivable Invoice Screen

If you wish to generate an invoice, or check on an invoice that has already been generated, click the AR Invoices button.

When you have selected a ticket from the first screen, click the Purchase Orders tab on the top of the screen. A record of the Purchase orders for this particular job will appear, so you can verify any information recorded here.

Click the Payments tab to bring up a list of payments made against this invoice. Click the Sales Tax tab to review or change Sales Tax information.

You may save this record or print the record. Once printed, the invoice posts in real time to Accounts Receivable Aging and the General Ledger. To return to the Table of Contents, click the Home Page icon.

Integration captures all the job information so that invoicing is simple yet thorough.

Cash Receipts

To record individual payments that have been entered toward an invoice, click the New Receipt button from the selector screen of the Cash Receipt button.

[illegible]

Confirm the deposit date and then the total of the deposit. Click Add to enter each check received and apply them to existing AR balances, miscellaneous or prepayments. Click enter and the receipts will automatically be posted. Return to the Home Page.

Accounts Payable Invoices Screen

Assuming that most purchases are made through the Label Traxx purchasing system, you will rarely need to enter an AP Invoice by hand. In most cases, once an invoice is received, you will merely search by purchase order number for open or Non-Posted AP Invoices and complete the record.

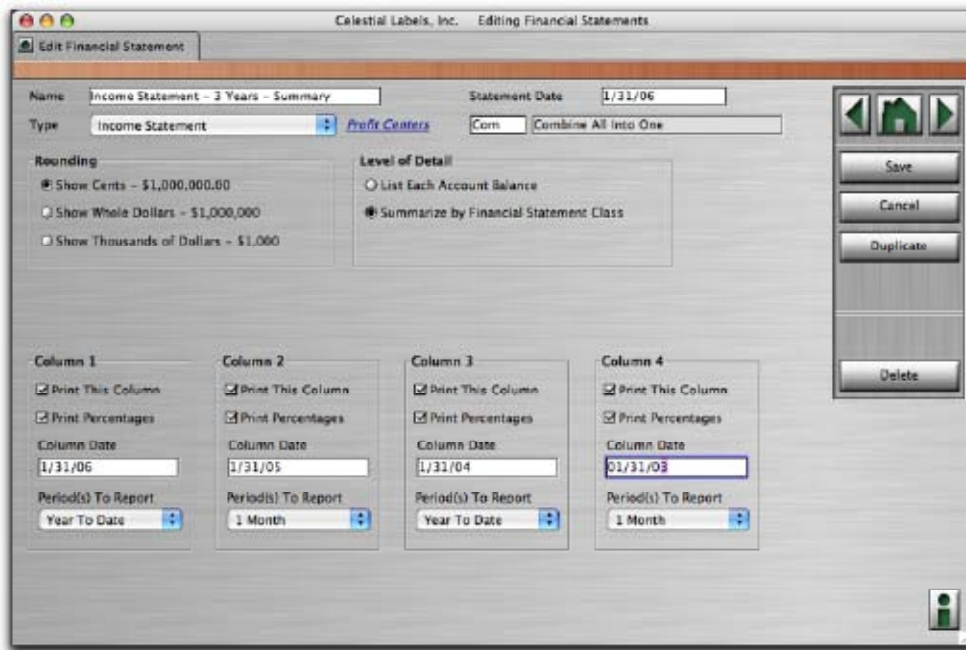
The AP PO Extended amount is calculated based on the total received for the given receiving event and the unit prices in the purchase order. If the supplier in question has general ledger defaults, then the invoice amount is distributed based on those defaults.

Enter the invoice number, invoice date and invoice amount. If the invoice does not match the PO Extended amount, you will need to adjust the distribution in the lower portion of the screen.

Once the undistributed amount is zero, it is possible to save the invoice. The invoice will be posted to Accounts Payable and the General Ledger at this time.

No need to search for receiving information to process vendor invoices. Label Traxx creates the AP invoice when the PO is received.

Financial Statement Builder



Create financial statements - Know your companies financial stats at any time.

Label Traxx has a very powerful tool to build common financial statements. The Financial Statement editor allows you to name each statement and define the reference or statement date. The next time you print this statement, you simply change the statement date and all the time periods defined in the common reporting will change accordingly.

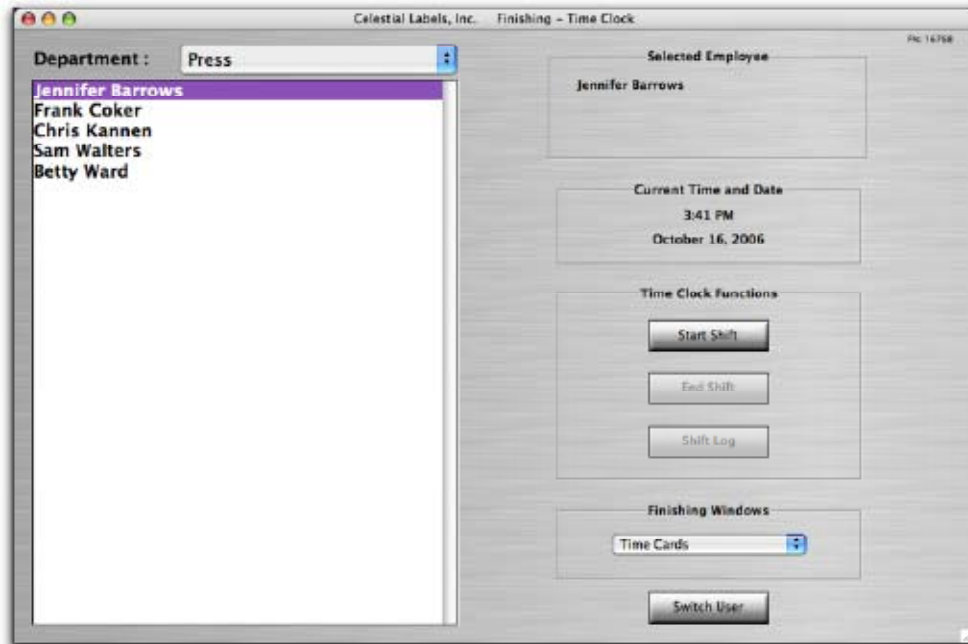
The statement type is defined in the pull down menu as: balance sheet, income statement, job cost income statement or job cost gross profit. Individual profit centers can be reported separately or in combination. Click on the italicized pop-up for Profit Centers to view the options in this demo. Rounding methods and level of detail are selected by clicking on the appropriate radio button.

Each financial statement has four columns available to print. Each column has the option to print percentages. For income statements, the percentages reported are percent of Sales. For balance sheets, the percentages are percent of total assets. Income statements alone have the option to identify periods to report. Choose from the pull down list. The Column Date is keyed against the Statement Date at the top of the screen. If you wished to report four years of data with the current year as 2006, the Statement Date would be 1/31/06. The Column Date would be 1/31/06, 1/31/05, 1/31/04 and 1/31/03 respectively.

Click Save to save the report. Reopen the report selection to print.

Time Collection

If you have logged on as a production person in your shop, the screen that you see is different from the screen front office and management people see. This is because the only thing production people need to be concerned with is logging in and out of jobs as they run them through the shop. To view the information entered here, go back to the Table of Contents, choose Switch User from the pop-up, click on the Time Card button and select Press as the department and Jennifer Barrows from the pop-up menus. When you are prompted for a password, enter “User”. (Be sure to capitalize the “U”).



Data collection is designed with simplicity in mind. This assures your press and finishing people are on the jobs not on the computer screen.

If your shop will be using Label Traxx for data collection during production, have your staff enter job information using computers on the production floor. Production people should click their names and the Start Shift button. Once they are clocked in, they should double click their name and launch into the area where they actually record time.

Next, enter the Ticket Number from the printout of the ticket that is attached to the job. From the Operation pull-down menu, they select the operation they are performing. To simplify entry for press operators, Label Traxx will automatically move the operations from Make Ready, to Run, to Wash Up. Others move from operation to operation in the pull-down menu and when they are done, they enter any special notes that need mention and move to another production ticket. The information gathered from this section can be printed out in various reports to give you job costs and payroll for production staff.

Record roll stock used.

Roll stock can be scanned in using bar code readers. This charges the stock to the job and relieves the inventory. Each roll record is marked with the job number and date used for traceability in future reports.

Record other inventory used.

Other inventory items can be charged by clicking the Record Inventory Used button. This will charge this item to the job and relieve inventory. Use this for items, such as cores or cartons.

***Data collection - Simple data entry screens for production.
Fast entry and rapid training are the results.***

Stock Products Module

If you are using the software to track Stock Products (finished goods) in your shop these buttons will launch you into the areas indicated: Stock Products, Stock Product Estimates, Stock Product Tickets and Stock Product Ticket Stat.



Stock Products may be finished goods that you hold for customers or items that are available for general sale. These items can be linked to custom Products or identified as inventory items purchased from vendors. Within this module, you can create orders and picking lists, ship products, establish replenishment levels and provide histories.

***Designed for the company that sells off-the-shelf products.
This module gives you the features to efficiently manage this
side of your business.***

Quality Control Module

The Quality Control tab from the Table of Contents takes you to the varied features for setting quality procedures to tracking material returns, complaints and general documentation.



Quality Procedures

Click on the Quality Procedures button and the selector screen appears. Either search for a procedure, or add a new procedure by clicking on the New Quality Procedure button at the bottom of the screen.

Quality Control Procedure Selector

6 of 6 records

Customer No.	Tool No.	Stock No.	Description
	1000		Tool Alert
1009			80 Stock Minimum and time to deliver
1009			Purchasing
1009			Ticket Comments
1009			Ticket Comments
1009			Estimate Notes

New Procedure

Quality Control Procedure

Procedure: 6 Desc: Tool Alert

Revision: Status: Live

Assign to:

Tool: Tool Stock: 1000 Special

Classification:

Type: Tool Priority: Must Do! Listing Color: Red

Events:

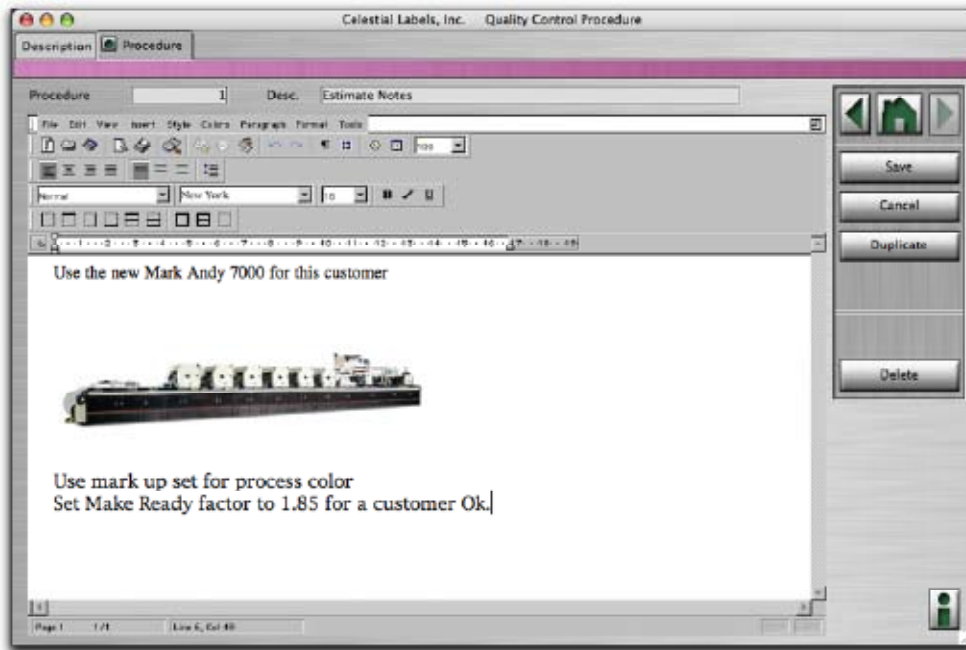
Event	State
Estimate	<input checked="" type="checkbox"/>
Product	<input checked="" type="checkbox"/>
Ticket	<input checked="" type="checkbox"/>
Stock Product Ticket	<input type="checkbox"/>
Purchase Order	<input type="checkbox"/>
Return	<input type="checkbox"/>
Packing Slip	<input type="checkbox"/>
Alt Credit Memo	<input type="checkbox"/>
Alt Debit Memo	<input type="checkbox"/>
Alt Invoice	<input type="checkbox"/>
Alt Invoice-Stock	<input type="checkbox"/>

Inactive

The Description screen allows you to give a brief description of the procedure. This procedure can be assigned to all customers, a specific customer or a specific product.

A classification can be added through the self-building pop-ups for Type and Priority. There are 10 color selections to choose from for additional highlighting.

Finally, this procedure should be tied to an “event.” An event can range from opening an estimate to accepting a return. By clicking in the State column and clicking in the box that appears, you can activate this procedure with an event.



Enter the Project notes Product check lists or paste an image of a label.

The Procedure tab brings you to a word processing program, 4DWrite. You may format the procedure or documentation using this program. There is also an option to copy and paste from other word processor documents, such as Word.

Now, whenever the particular event occurs related to this procedure, a floating window will appear:



By highlighting the procedure you wish to view in the window and clicking on View or Print. The document you stored in the Quality Procedures will either appear on screen or print for you.

Return Material Authorization

Click on the Return Material button to view the selector screen for Return Material Authorization. Choose from one of the existing RMSs or create a new one.

Once again, you have an opportunity to define your RMA type in a self-building pop-up. You have search fields for customer, ticket and contact related to this return. As you step through the issuance and receiving process, each can be date stamped and employee identified. Explanations and other notes may also be recorded.

Record any label returns to your company and tie them automatically to the job.

Corrective Action

Reboxed in smaller cartons!

Material Cost: \$83.00
 Freight Cost: \$110.00
 Misc. Cost: \$0.00
 Total Cost: \$193.00

Invoice:
 Check Number:
 Credit Amount: \$0.00

Buttons: Save, Cancel, Duplicate, Delete

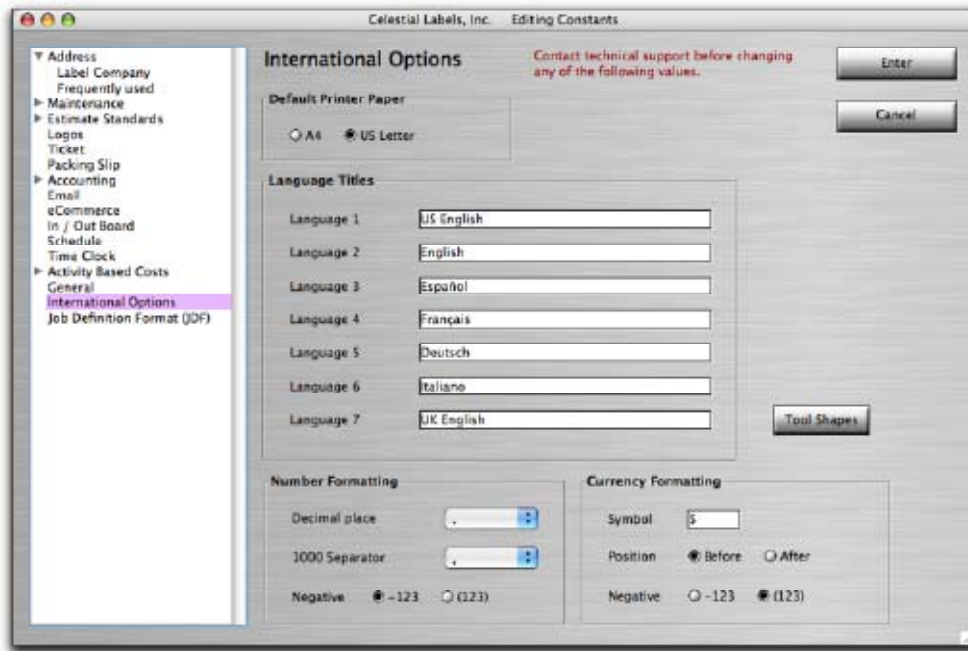
The Corrective Action tab takes you to a note field for corrective actions and allows you to tie in the invoice, credits and costs associated with this return. You may create your own reporting through Quick Reports for management. Similar methods are used for non-conforming material returns for vendors and for a general complain log.

The Documentation button allows you to store documentation for everything from ISO procedures to government-mandated information, such as Mateial Safety Data Sheets. By giving employees access to this area, this data is viewable at any time.

Again, when finished reviewing this module, click on any tab to return to any area you wish to view further.

Language Conversion

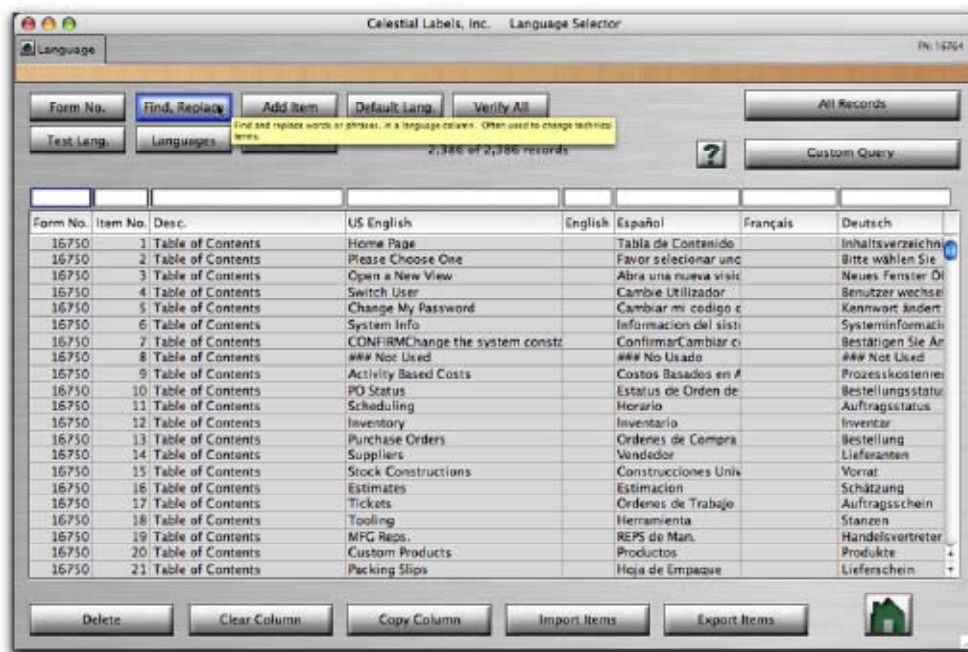
Label Traxx allows you to set up your system to the language and currency of your company. Under the Set Up tab, first select Constants and go to International Options.



Up to seven (7) different languages can be added plus formatting styles. You can even add regional differences. When done, return to the Home Page.

These language Titles can be selected in the Employee Record as the default to use when that employee logs in to Label Traxx.

Next select the Language on the Set Up tab. Each screen of Label Traxx is identified with a Form Number usually found in the upper right hand corner. By Searching for a Form Number, all the items on that form will appear. Your preferred translation can be added for each item.



The Find, Replace feature allows you to quickly find and replace the same work or phrase (string) used in all areas of Label Traxx. This simple method allows you to customize phrases to mimic your company's internal terminology, thus expediting the implementation process.

Label Traxx™ Reports



Accounting Reports

If you select this option from the pull-down menu, a screen appears from which you can generate many different accounting reports. Click through the tabs to find reports from each area.

Trend Analysis Reports

The Customer and Press Trend Analysis reports can be accessed from the Reports pull down menu on any page of the Table of Contents. These reports allow you to select the type of information to print (sales dollars, etc.) by a wide selection of criteria. Management can then analyze trends in sales by market.

The Estimate Letter

To print an estimate letter, click the Estimate button on the Table of Contents and bring up an existing record utilizing one of the search methods. Under the Reports menu at the top of the screen, select Estimate Letter. You will launch into the printing dialog box. Place letterhead in printer, print estimate to send to customer.

The Estimate Group

To print Estimate Group, from the Table of Contents section of the program, select the Reports pull-down menu and choose Estimate Group. You will launch into the printing dialog box, and can print from here.

The Job Ticket

To generate a press ticket printout from the Table of Contents, go to the Tickets section, select the ticket for which you wish to print a job ticket, and go to the Reports pull-down menu at the top of the screen and select Print Job Ticket.

The Invoice Report

If you wish to generate a printout for an Invoice created in Label Traxx™, from the Table of Contents, click the AR Invoice button and launch into the Invoice screen. From the reports pull-down menu at the top of the screen, select Print Invoice.

What's Next

Basic information about Label Traxx is covered in this manual. We invite you to explore all of the feature. Label Traxx will run for thirty (30) days from the day you install it, and then expire. If you wish to purchase the software at any time during the demo phase, please call **Tailored Solutions** at **414-774-9997** and ask for the Sales Department. Likewise, if you are having any trouble at all using the demo, call the same number and ask for **Technical Support**.

Because Label Traxx and 4th Dimension utilize approximately 60 megabytes of memory on your hard drive, you should remove the software when you are finished using the demo for the last time. To remove Label Traxx, locate the Label Traxx demo folder on your Macintosh hard drive, drag it to the trash and empty the trash. For Windows, go to the Start menu and select Settings/Control Panel. Use Add/Remove Programs to find and remove Label Traxx.

We thank you for your interest. Please do not hesitate to call or email us with questions. We can also arrange more indepth demonstrations with our sales staff.



10437 INNOVATION DRIVE SUITE 229

MILWAUKEE, WI 53226 U.S.A.

PH: 414.774.9997 | FAX: 414-774-9986

INFO@LABELTRAXX.COM | WWW.LABELTRAXX.COM

64 MORTIMER WAY

WITHAM CM8 1 UJ UNITED KINGDOM

PH: +44 (0) 1376 530 046

INFO@LABELTRAXX.CO.UK | WWW.LABELTRAXX.CO.UK