WESVIC
SYSTEMS

PieceCounter

Pre-installation Forms

How Does the PieceCounter System Work?

The PieceCounter system has an operator interface at each pressing station that continually shows the presser their current pieces per hour (PPH) rate and efficiency. All performance data is continuously uploaded over an Ethernet network to a database and all configuration information and options are downloaded into the operator interfaces. The configuration information and options are entered into the database through a simple web interface. Any changes you make are automatically download each night through a synchronize process. This guide will gather the necessary information to get the system up and running in your plant(s). Once you receive the system you will be able to log in and make any necessary changes.

Company Information

Company Name _____

Contact Person _____

Title_____

Address _____

City _____

State_____

Zip_____

Phone_____

Quick Start - Stores

Stores are the physical locations where the PieceCounters will be located. They also include any stores that will use the web time clock. Provide a unique name to identify each store.

Store Name

Quick Start – Departments

Work Sessions are assigned to specific departments for reporting purposes. For example, you may want to differentiate you dry cleaning pressers from your laundry pressers. Employees are also assigned to departments for timecard reporting. Provide the list of departments you will use in your company. Below are sample departments. If you would like any of these departments put a check mark in the "Include" column or simply add the departments you will use.

Department	Include
Dry Clean	
Laundry	
Drapery	
Sales	
Route	
Carpet	
Administration	

Quick Start – Stations

Stations are the pressing stations where the PieceCounters will be located. Provide a unique identifiable name for each pressing station. For example, Pant Press, Laundry Shirt Station, Utility Press #1, Utility Press #2, etc.

Station #	Station Name
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	
15	
16	
17	
18	

Quick Start – Jobs

Jobs are the types of garments a presser will press. For each job specify the PPH goal that should be achieved by the presser. When a presser starts pressing they will select a job that matches the type of garments they will be pressing. If the type of garment changes, the presser will end the current work session and start another work session and select the job to match the type of garment they will be pressing. Create your jobs to be as specific as possible while not being so specific that the presser needs to change jobs every few garments. Below are some sample jobs and PPH goals. If you would like to use the sample job put a check in the "Include" column and change the PPH goal to your company standard if necessary. Each PieceCounter can display up to eight jobs. Enter the station #'s from page 4 you would like that job assigned to.

Job	Goal	Include	Station #'s
Pants	30		
Coats	25		
Cotton/Wool/Silk	25		
Drapes	10		
Laundry Shirts	40		
Wedding Gowns	3		

Quick Start – End Session Reasons

When a presser ends a work session they will be asked to select the reason they are ending the work session. Provide a list of potential end session reasons. Each PieceCounter can display up to eight end session reasons. Below are sample end session reasons. If you would like to use the sample end session reason put a check in the Include column. Enter the station #'s from page 4 you would like that End Session Reason assigned to. If the End Sessions Reasons will be the same on all stations, write "all" in the Station #'s field.

End Session Reason	Include	Station #'s
Break		
Lunch		
Done for the Day		
Change Job		
Ran out of Pieces		
Equipment Failure		

Quick Start – Employees

Employees are the people who will need to login to work sessions or time clock sessions either on the PieceCounter or on the web based time clock.

- **Employee #** -- A 1-4 digit unique number for that employee to login with. If your employee's are already using unique number for your POS or time clock system you may want to use those same numbers here.
- **Department** – Assign each employee to a department from page 3. If an employee works across multiple departments, select the department the employee will be at the most.
- **Pay Rate** – Entering the pay rate will allow you to track costs per piece by employee. You can change pay rates later and even add comments on pay rate changes..

Print multiple pages of this page if you need more lines for employees.

First Name	Last Name	Employee #	Department	Pay Rate

Quick Start – Users

Users are the people who will need to login to the web interface. This will include yourself and any managers that may need to access the system. There are three security levels:

- Read Only (R) – Can view work sessions, timecards and configuration information but cannot make any changes.
- Update (U) – Can view and update work session and timecard information but cannot update any configuration options.
- Administrative (A) – Can view and update anything in the system.

Provide the list of users below and circle the type of access they should be given. Logins are typically the person's first initial and last name.

First Name	Last Name	Login	Security Level
			R U A
			R U A
			R U A
			R U A
			R U A
			R U A
			R U A
			R U A
			R U A
			R U A
			R U A
			R U A
			R U A
			R U A