Microsoft® Navision Axapta®

Microsoft Navision Axapta Shop Floor Control

Microsoft Navision Axapta Shop Floor Control lets you collect and analyze production-related information such as work hours and production activities for improved cost control.

Key Benefits:

- Reduce manual entry
- Manage personnel and production processes more efficiently online
- Save time handling employee hours and attendance
- Generate and prepare payroll automatically

Key Features:

- Collects employee hours and attendance
- Records absences and flexi time
- Keeps track of job registration
- Generates pay automatically

Microsoft Navision Axapta Shop Floor Control provides you with the tools to manage personnel, materials and processes by collecting and organizing data related to time, attendance and materials.

The Shop Floor Control module is a fully integrated tool for the collection of clock-in/clock-out times and production data. Based on this data, the pay foundations for each employee and the cost prices on registered jobs are generated automatically.

If you are using the production or project series in Axapta, Shop Floor Control will help you get the most out of your production environment. It is also well suited for any business where there is a need for efficient time registration.

Registration

Registration of tasks, materials, time used and so on can be done by means of bar codes, which are automatically printed on all relevant production and project reports.

Shop Floor Control supports both PCs and industrial terminals as registration units**.** From a PC, registration is online, and each PC runs an Axapta client. When registering from an industrial terminal, an online/offline environment secures exact updating/ validation as long as the system is online, yet it will also allow

Microsoft

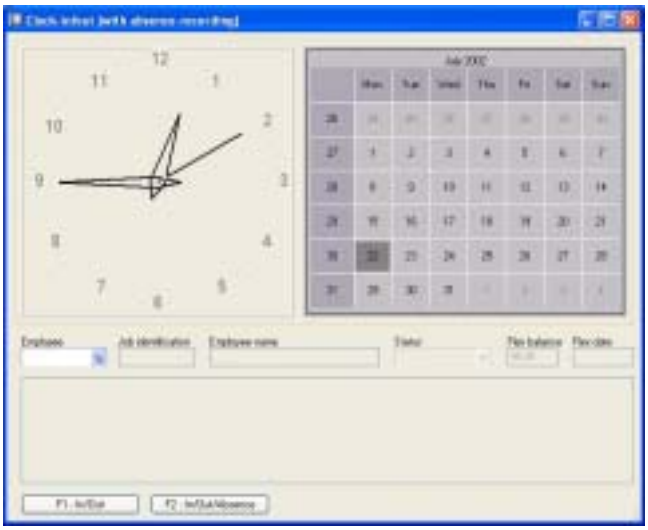
Navision became part of Microsoft Business Solutions as of July 11, 2002.

NAVISION®
The Way to Grow

registration even if Axapta is not available.

Time profiles

For each weekday, it is possible to set up time profile schedules for each employee. Time profiles can be set up in groups with day, evening or night shifts. The specific profile is selected automatically every time an employee logs in. Overtime rates and other pay-related information are built into the system and are calculated automatically as well. This significantly decreases administrative tasks for managers when it comes to calculating pay and it also increases the reliability of the data. Profile calendars can also be set up for establishing holiday and shift schedules.



A simple screen is used to record clock-in and clock-out times and to record absences

Team function

If several employees are doing the same job, a “pilot” can be appointed. During the day, the pilot controls the other employees’ registrations. Limiting the number of employees entering data saves time, simplifies the process and lowers the risk of data entry errors.

Non-productive time

You can create your own definitions for non-productive time and absence. The categories might encompass illness, meetings, training, vacation and so on. This provides you with precise information on your employees’ time away from work and allows you to better analyze your use of resources.

Breaks

Breaks can either be placed as fixed breaks on each profile, in which case the break-time is automatically deducted from the job time, or they can be registered. A combination of the two options is also possible.

Bundle jobs

Shop Floor Control gives you the opportunity to bundle jobs. This means that employees working on several jobs can register time on all of these jobs simultaneously. The division of the bundling time can be set up from various criteria.

See the total picture

Shop Floor Control increases the overview of project/production status, clock-in/clock-out time, absence as well as non-productive time. Shop Floor Control helps you see who is doing what, when and how.

Flexibility

Today, many businesses are flexible when it comes to terms of pay. Overtime can be paid out or saved up for later time-off. It can also be saved into a flex account. Days off can be deducted from the employees' flex account or from their time-off account.

Most businesses administrate these arrangements manually, because their ERP solution cannot handle such complexity. Shop Floor Control is able to handle most of these provisions, and even gives you the option of letting individual employees choose their terms of pay.

Generating pay

In order to generate a pay foundation for employees, pay agreements must be established that specify which pay types should be used at transfer of normal time, over-time, bonus, flex and so on. The system automatically calculates which pay types the individual employee is receiving, but it is also possible to limit each pay type according to different criteria including hour, seniority, operation, activity and so on.

It is possible as well to integrate the collected data with an external payroll system.

Piecework facilities

With Shop Floor Control, employees' pay can be calculated by output instead of hours worked. Piecework facilities are supported as an integrated part of the pay agreements. Piecework facilities include piecework groups, piecework rates and minimum rates, which guarantee an employee a basic wage when the piece rate is not reached.

Simple and user-friendly

Axapta Shop Floor Control was designed with the user in mind. Endowed with simple operational functions and user-friendly screens, the need for training employees to use the solution is minimized. Reports are clearly visible on-screen, so users can see the data they are delivering to the system. Users' own time registrations are always shown in the bottom area of the screen.

Part of a comprehensive Enterprise Solution

The Shop Floor Control module is linked to the production modules of Axapta. This enables businesses to establish highly efficient production processes that leverage the full value of Axapta. In addition, businesses benefit from the fact that Axapta Shop Floor Control expands on the Financial, Trade and Logistics Series and is also tightly integrated with the Project Series.

Contact your partner

To learn more about Microsoft Navision Axapta, contact your local Navision Solution Center. They have the expertise necessary to meet your specific business needs.

Microsoft

Navision became part of Microsoft Business Solutions as of July 11, 2002.

NAVISION®
The Way to Grow

About Microsoft Business Solutions

Microsoft Business Solutions, which includes the businesses of Great Plains®, Microsoft bCentral™ and Navision a/s, offers a wide range of business applications designed to help small and midmarket businesses become more connected with customers, employees, partners and suppliers. Microsoft Business Solutions' applications automate end-to-end business processes across financials, distribution, project accounting, electronic commerce, human resources and payroll, manufacturing, supply chain management, business intelligence, sales and marketing management, and customer service and support. More information about Microsoft Business Solutions can be found at:

http://www.microsoft.com/BusinessSolutions

Address:

Microsoft Business Solutions

Navision

Frydenlunds Allé 6

2950 Vedbaek

Denmark

Tel +45 45 67 80 00

Fax +45 45 67 80 01

www.navision.com

© 2002 Navision a/s, Denmark. All rights reserved.

Copyright © 2002 Navision a/s, CBR No. 76 24 72 18. The trademarks referenced herein and marked with either TM or ® belong to Navision a/s. Microsoft, Great Plains and bCentral are either registered trademarks or trademarks of Microsoft Corporation or Great Plains Software, Inc. in the United States and/or other countries. Great Plains Software, Inc. is a wholly-owned subsidiary of Microsoft Corporation. Navision a/s is a subsidiary of Microsoft Corporation. The names of actual companies and products mentioned herein may be the trademarks of their respective owners. No part of this document may be reproduced or transmitted in any form or by any means, whole or in part, without the prior written permission of Navision a/s. Information in this document is based on Microsoft Navision Axapta version 3.0 and subject to change without notice. All rights reserved.

Microsoft

Navision became part of Microsoft Business Solutions as of July 11, 2002.

NAVISION®

The Way to Grow

Data Summary Sheet

Key Features	Description
Easy to Use	•Intuitive layout and structure •User-adjustable menus, forms and reports •User-adjustable layout of main tables and journals •Windows commands incl. 'copy and paste' from and to Axapta •Direct access to main tables from journals •Advanced sorting and filter options •Built-in user help including an integrated manual •Option to mail and fax directly from Axapta •Application can be run in different languages
Time Collection	• Time and attendance • Job registration • Bundling of jobs • Team function • Collection of non-productive time • Direct integration with the production and project modules • Flextime • Advanced profile set-ups • Handling of personnel absence • Check of calculation/approval status • Password specification possible on calculation • Overview of the production situation
Payroll Calculation	• Advanced setup for generating payroll • Optional division-of-labor costs to production management • Flextime • Calculate overtime based on the hours worked • Piecework facilities are supported • Employee controlled time/pay definition • Payroll statistics
Support for KABA/Benzing job terminals	• Supports the collection of data on the shop floor in online/offline environments • Communicates with the terminals via BCOMM-software

Microsoft

Navision became part of Microsoft Business Solutions as of July 11, 2002.

NAVISION®
The Way to Grow

System Requirements

To obtain all of the features mentioned in this fact sheet, the following modules and technologies are required:

- Microsoft Navision Axapta 3.0
- Microsoft Navision Axapta Resources
- Microsoft Navision Axapta Production I
- Microsoft Navision Axapta Production II
- Microsoft Navision Axapta Project I
- Microsoft Navision Axapta Shop Floor Control I
- Microsoft Navision Axapta Shop Floor Control II
- Microsoft Navision Axapta Shop Floor Control III