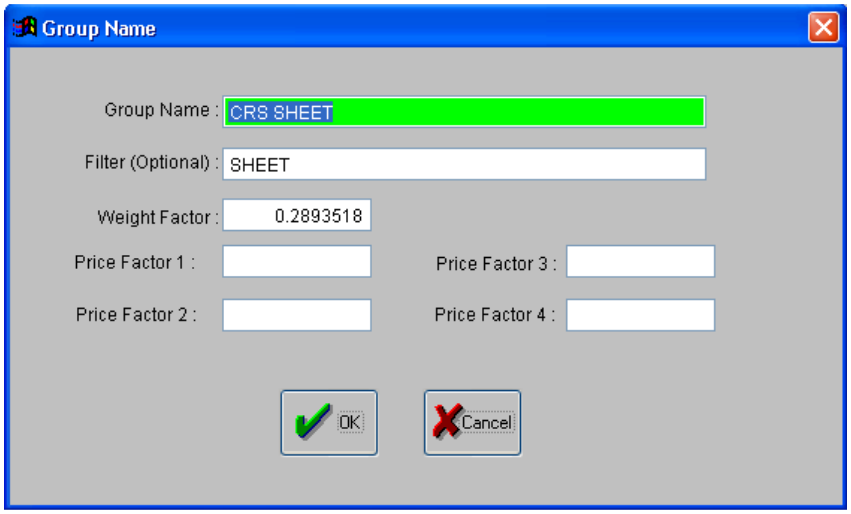
Entering Material into MIE Trak

When entering material into MIE Trak there are key fields that need to be entered depending on the type of material, i.e. Sheet, Plate, Coil, Structural material (Angle, Bar Stock {flat, round, square}, Tubing {round, rectangle, square}, Channel, I-Beam, etc.).

Material Groups

Groups are used so the user can group like materials and shapes together so it is easier to find the material that the user is looking for.



Key fields

1) Group Name – enter the name of the group that describes the type of material and shape of the material to facilitate the finding of the inventory unit that is to be used in quoting, router design, purchasing, etc.

2) Weight Factor – enter the specific gravity (density) of a cubic inch of the material. The benefit of entering this in the group is that when the user adds a material to the group the system will default the weight factor to the new material record.

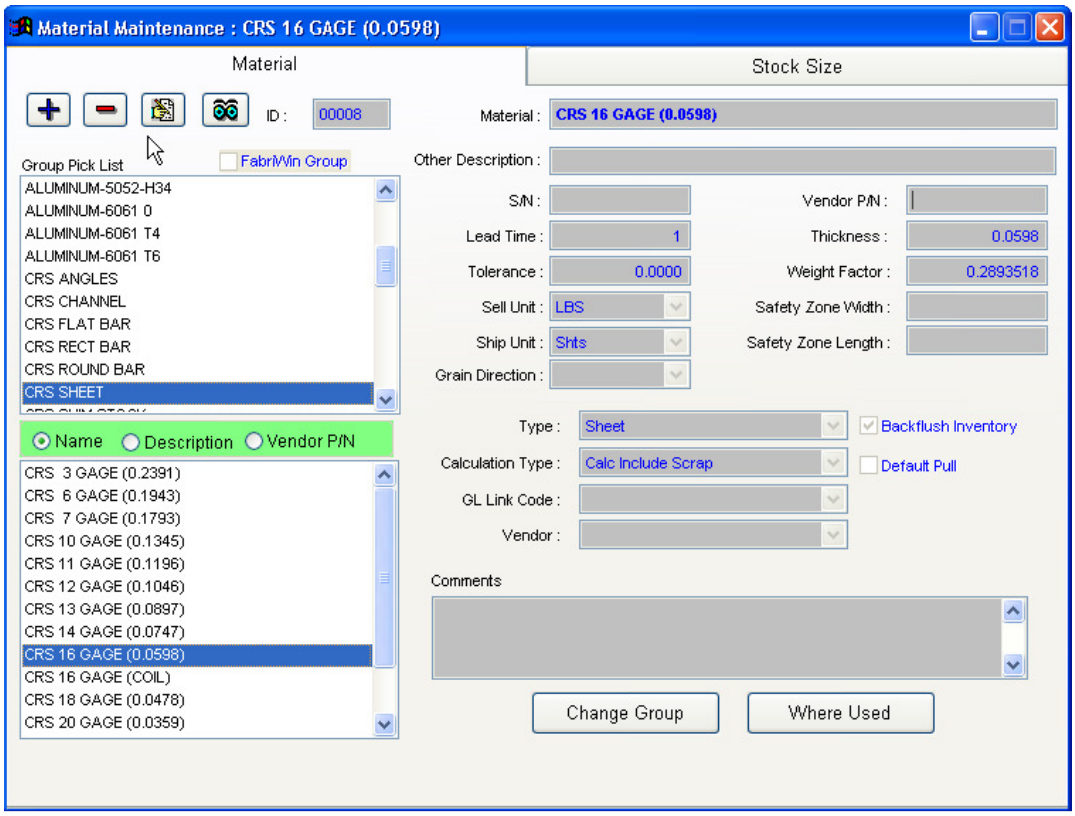
Optional fields

1) Filter (Optional) – this field gives you the ability to filter the groups so when creating a quote or router the user can pick one of the filters and only the groups with the filter picked will be listed. This also is used when creating a purchase order line item when picking from Inventory Item.

Sheet and Plate Material

Sheet and Plate material is two dimensional. There is a width and length for each stock size of any material.

Material Tab



Key Fields

1) ID – when creating a material item the system assigns an ID which is a key index for MIE Trak.

2) Material – the material field should be the description that will be used when purchasing the item. For sheet or plate material generally the field will include the designation for the type of material, i.e. CRS for Cold Rolled Steel, HRPO for Hot Rolled Pickled & Oiled Steel, CRES for Stainless Steel, ALUM for Aluminum.

3) Lead Time – enter the number of days it usually takes to have the item delivered from the time an order is placed with a vendor.

4) Thickness – enter the standard thickness of the material sheet or plate. This field is used by the system to calculate the theoretical weight of the sheet or plate stock size.

5) Weight Factor – the specific gravity (density) of the material should be entered in this field. If the weight factor was entered in the Group record the system will automatically fill in this field when

the user creates the record. This field is used by the system to calculate the theoretical weight of the sheet or plate stock size.

6) Sell Unit – pick the unit of measure that material is usually purchased by. For Sheet and Plate material the unit of measure is usually LBS (pounds) or Shts (Sheets) in North America, Kgs (Kilograms) or Shts (Sheets) in the United Kingdom, Australia and New Zealand.

7) Ship Unit – the ship unit is the unit of measure that the user is receiving and inventorying the material in would be Shts (Sheets).

8) Type – the type identifies whether the material is a Sheet or Plate. When the type is Sheet or Plate the system will use the following fields to calculate the theoretical weight of a stock size of the material:
   a) Thickness
   b) Weight Factor
   c) Stock Width
   d) Stock Length

   If the material is an expanded sheet the type would be Special because the weight of the sheet would not be able to be calculated the information available.

9) Calculation Type – pick the default calculation method that the user wants to use when quoting the specific type of material. There are seven calculation types:
   a) Single Part Price –
   b) Calculate Include Scrap –
   c) Calculate without Scrap –
   d) Amortize –
   e) Lot Price –
   f) Calculate Blank Include Scrap –
   g) Calculate Blank Without Scrap –

OPTIONAL FIELDS

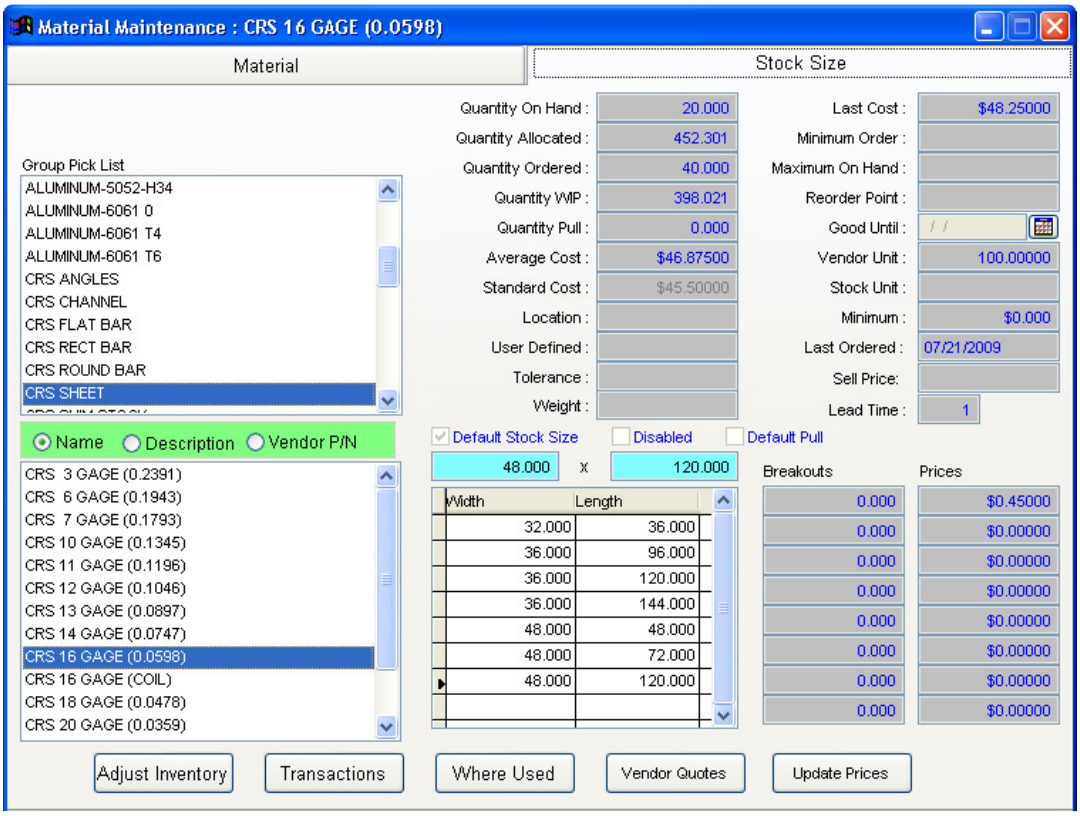
1) Backflush Inventory checkbox – enter a checkmark in the backflush inventory checkbox if you want to have the system automatically issue the required material when the user logs out of the work order sequence with quantity produced. If they don't logout with quantity nothing will be issued.

2) Default Pull checkbox – enter a checkmark in the default pull checkbox if you want the system to automatically enter a status of Pull in the bill of material record when a work order is released so the record is not included in the to be purchased item list in purchasing.

3) GL Link Code – pick the GL Account that the material would normally be charged to when purchasing the material item. By picking the default account for the item when creating a purchase order line item the account number will be automatically added to the PO Line item.

4) Vendor – only pick a default vendor for items that are sole source items or that 90% of the time the item is purchase from one vendor.

STOCK SIZE TAB



KEY FIELDS

1) Width – enter the width of the material defining the inventory unit.

2) Length – enter the length of the material defining the inventory unit.

3) Vendor Unit – the vendor unit should be equal to the number of sell units in a ship unit.
   a) Example: For a CRS 16 Gage 48 x 120 sheet of material and the Sell Unit is equal to **LBS** and the Ship Unit equals **Shts** the vendor unit should be equal to the number of LBS in a sheet which would be 100 LBS. If the sell unit would have been **Shts** and the Ship unit was **Shts** then the vendor unit would be 1.

4) Standard Cost – enter the standard cost of the inventory unit. This should be the total cost of one inventory unit. In this case the cost of a sheet or plate.

5) Lead Time – enter the number of days it usually takes to have the item delivered from the time an order is placed with a vendor.

6) Breakouts & Prices – Breakouts and Prices are used in quoting. When the item and stock size is picked in the Quote Material screen the values are brought into the quote.

Optional fields

1) Reorder Point – the reorder point field is used in the reorder report. If the inventories are relatively accurate this can be a useful report. When the on-hand inventory quantity plus on order quantity drops to the reorder point or below the inventory item will show up on the Reorder Report.

2) Default Stock Size checkbox – by entering a checkmark in the default stock size checkbox when the user picks the material item in quoting or router design the stock size will be defaulted to the default marked stock size.

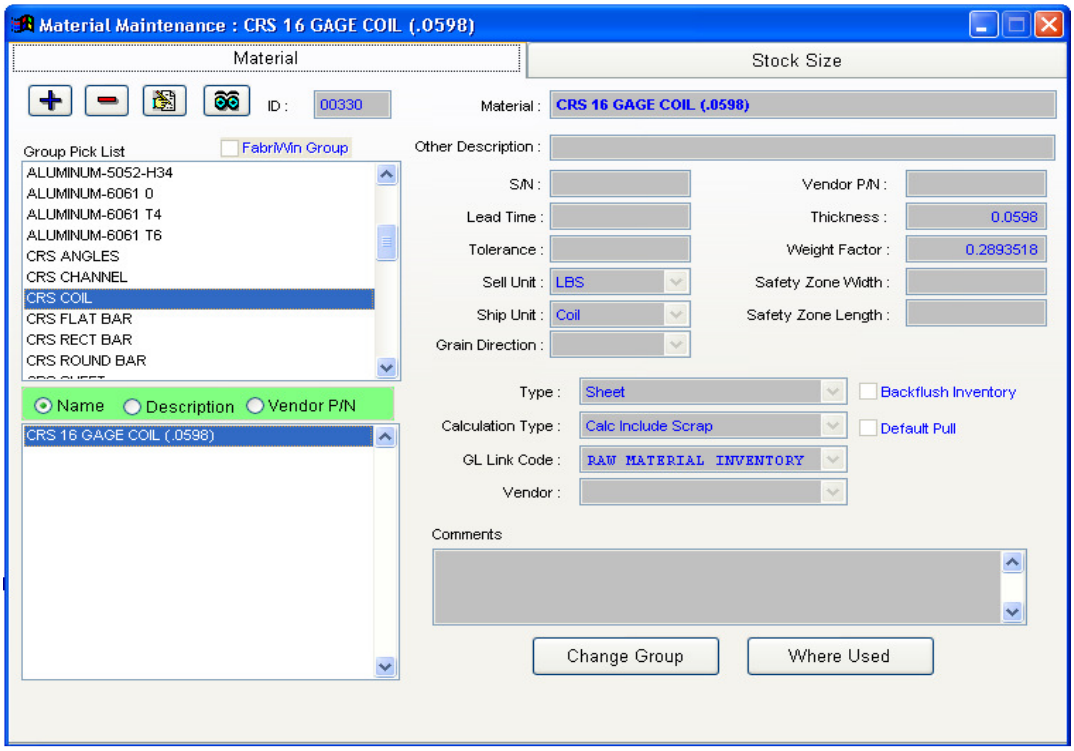
3) Default Pull checkbox – by entering a checkmark in the default pull checkbox when the user picks the material item stock size in quoting or router design the bill of material item in router design will be marked to pull from inventory automatically when the user releases the work order.

4) Disabled checkbox – by entering a checkmark in the disabled checkbox when the user is picking the material item in quoting, router design or purchase order line items the disabled stock sizes will not be displayed to pick from unless the user puts a checkmark in the Show All checkbox on the stock size screen that is displaying by default the non disabled stock sizes.

Coil Material

Coil material only has a width for each stock size of any material and is inventoried in pounds of material in North America and kilograms in the United Kingdom, Australia and New Zealand.

Material tab



KEY FIELDS

1) ID – when creating a material item the system assigns an ID which is a key index for MIE Trak.

2) Material – the material field should be the description that will be used when purchasing the item. For coil material generally the field will include the designation for the type of material, i.e. CRS for Cold Rolled Steel, HRPO for Hot Rolled Pickled & Oiled Steel, CRES for Stainless Steel, ALUM for Aluminum.

3) Lead Time – enter the number of days it usually takes to have the item delivered from the time an order is placed with a vendor.

4) Thickness – enter the standard thickness of the material sheet or plate. This field is used by the system to calculate the theoretical weight that would be needed of the coil stock size.

5) Weight Factor – the specific gravity (density) of the material should be entered in this field. If the weight factor was entered in the Group record the system will automatically fill in this field when the user creates the record. This field is used by the system to calculate the theoretical weight that would be needed of the coil stock size.

6) Sell Unit – pick the unit of measure that material is usually purchased by. For Coil material the unit of measure is LBS (pounds) in North America, Kgs (Kilograms) in the United Kingdom, Australia and New Zealand.

7) Ship Unit – the ship unit of measure is Coil.

8) Type – the type would be Sheet.

9) Calculation Type – pick the default calculation method that the user wants to use when quoting the specific type of material. There are seven calculation types:
   a) Single Part Price –
   b) Calculate Include Scrap –
   c) Calculate without Scrap –
   d) Amortize –
   e) Lot Price –
   f) Calculate Blank Include Scrap –
   g) Calculate Blank Without Scrap –

OPTIONAL FIELDS

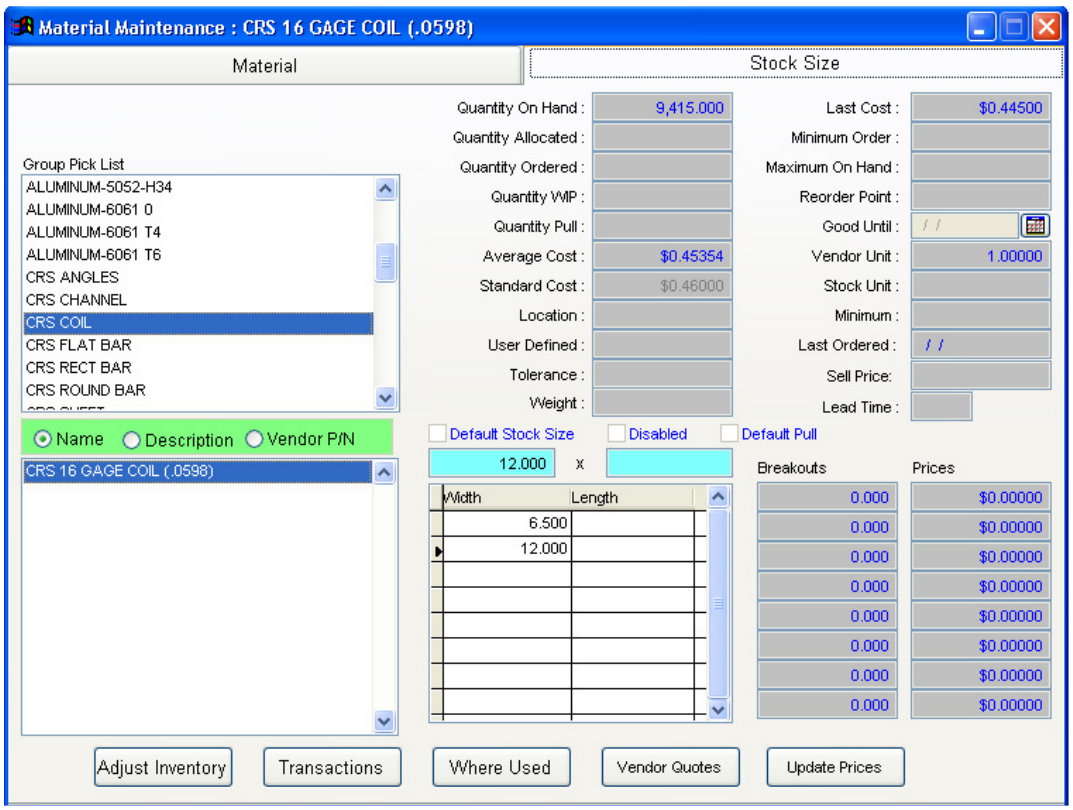
1) Backflush Inventory checkbox – enter a checkmark in the backflush inventory checkbox if you want to have the system automatically issue the required material when the user logs out of the work order sequence with quantity produced. If they don't logout with quantity nothing will be issued.

2) Default Pull checkbox – enter a checkmark in the default pull checkbox if you want the system to automatically enter a status of Pull in the bill of material record when a work order is released so the record is not included in the to be purchased item list in purchasing.

3) GL Link Code – pick the GL Account that the material would normally be charged to when purchasing the material item. By picking the default account for the item when creating a purchase order line item the account number will be automatically added to the PO Line item.

4) Vendor – only pick a default vendor for items that are sole source items or that 90% of the time the item is purchase from one vendor.

STOCK SIZE TAB



KEY FIELDS

1) Width – enter the width of the material defining the inventory unit. Coil only uses the width field never the length field because coil is inventoried in pounds.

2) Vendor Unit – the vendor unit will always be 1 because coil is bought by the pound and inventoried in number of pounds.

3) Standard Cost – enter the standard cost of the inventory unit. This should be the cost of one inventory unit, which is one pound.

4) Lead Time – enter the number of days it usually takes to have the item delivered from the time an order is placed with a vendor.

5) Breakouts & Prices – Breakouts and Prices are used in quoting. When the item and stock size is picked in the Quote Material screen the values are brought into the quote.

Optional Fields

1) Reorder Point – the reorder point field is used in the reorder report. If the inventories are relatively accurate this can be a useful report. When the on-hand inventory quantity plus on order quantity drops to the reorder point or below the inventory item will show up on the Reorder Report.

2) Default Stock Size checkbox – by entering a checkmark in the default stock size checkbox when the user picks the material item in quoting or router design the stock size will be defaulted to the default marked stock size.

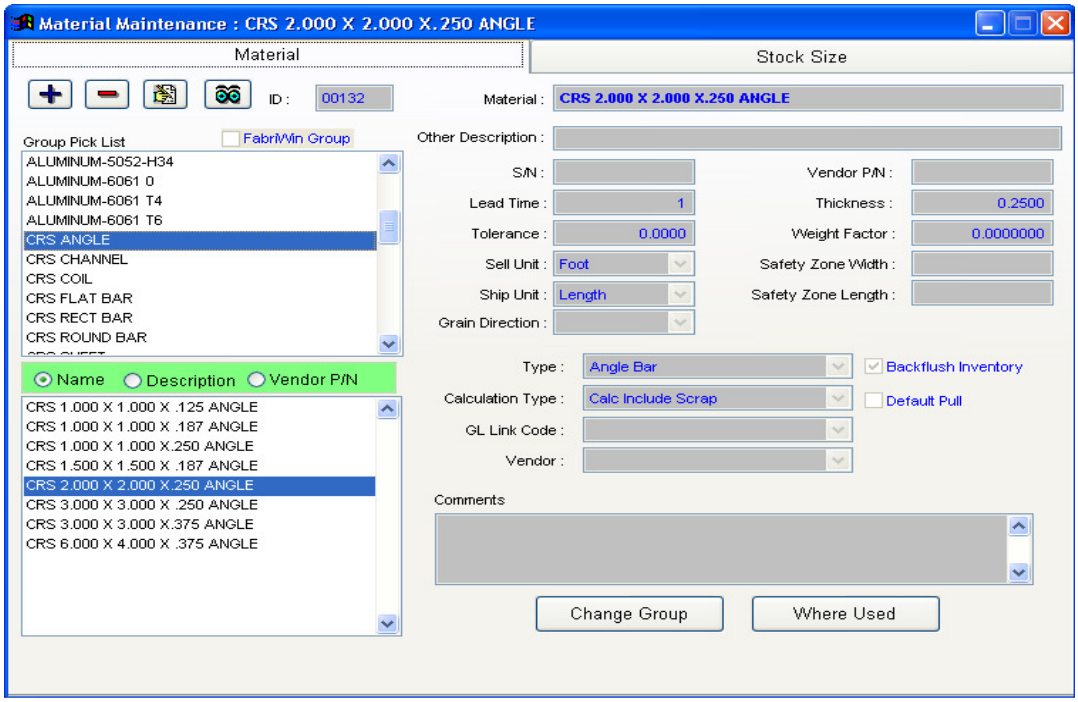
3) Default Pull checkbox – by entering a checkmark in the default pull checkbox when the user picks the material item stock size in quoting or router design the bill of material item in router design will be marked to pull from inventory automatically when the user releases the work order.

4) Disabled checkbox – by entering a checkmark in the disabled checkbox when the user is picking the material item in quoting, router design or purchase order line items the disabled stock sizes will not be displayed to pick from unless the user puts a checkmark in the Show All checkbox on the stock size screen that is displaying by default the non disabled stock sizes.

Structural Material

Structural material is usually inventoried in lengths. There is only a length for each stock size of any structural item.

Material Tab



KEY FIELDS

1) ID – when creating a structural material item the system assigns an ID which is a key index for MIE Trak.

2) Material – the material field should be the description that will be used when purchasing the item. It should describe the characteristics of the structural item.
   a) Example: the angle in the screen capture above is for cold rolled steel that is 2 inches by 2 inches by .25 inch thick (CRS 2.000 X 2.000 X 0.250 Angle)

3) Lead Time – enter the number of days it usually takes to have the item delivered from the time an order is placed with a vendor.

4) Thickness – enter the standard thickness of the material sheet or plate. This field is used by the system to calculate the theoretical weight that would be needed of the coil stock size.

5) Sell Unit – pick the unit of measure that the structural material is usually purchased by. The unit of measure is usually either a price per foot, price per LBS (pounds) or price per length.

6) Ship Unit – the ship unit of measure is Length.

7) Type – the type would be one of the following:
   a) Square Bar
   b) Flat Bar
   c) Round Bar
   d) Hex Bar
   e) Channel Bar
   f) Angle Bar
   g) Pipe
   h) Tubing Round
   i) Tubing Rectangle
   j) Tubing Square

8) Calculation Type – pick the default calculation method that the user wants to use when quoting the specific type of material. There are seven calculation types:
   a) Single Part Price –
   b) Calculate Include Scrap –
   c) Calculate without Scrap –
   d) Amortize –
   e) Lot Price –
   f) Calculate Blank Include Scrap –
   g) Calculate Blank Without Scrap –

OPTIONAL FIELDS

1) Weight Factor – for structural material the weight factor is not used.

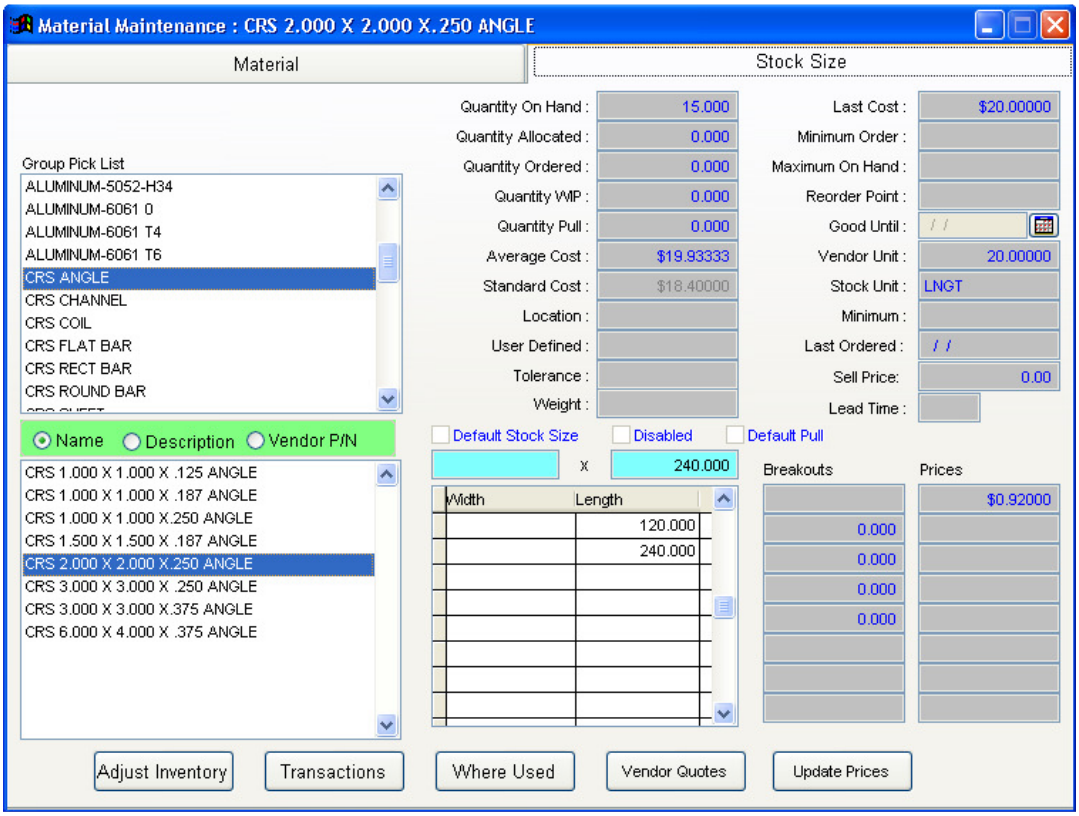
2) Backflush Inventory checkbox – enter a checkmark in the backflush inventory checkbox if you want to have the system automatically issue the required material when the user logs out of the work order sequence with quantity produced. If they don't logout with quantity nothing will be issued.

3) Default Pull checkbox – enter a checkmark in the default pull checkbox if you want the system to automatically enter a status of Pull in the bill of material record when a work order is released so the record is not included in the to be purchased item list in purchasing.

4) GL Link Code – pick the GL Account that the material would normally be charged to when purchasing the material item. By picking the default account for the item when creating a purchase order line item the account number will be automatically added to the PO Line item.

5) Vendor – only pick a default vendor for items that are sole source items or that 90% of the time the item is purchase from one vendor.

STOCK SIZE TAB



KEY FIELDS

1) Length – enter the length of the structural material defining the inventory unit. Structural material items only use the length field never the width field because structural material is inventoried in lengths.

2) Vendor Unit – the vendor unit should be equal to the number of sell units in a ship unit.
   a) Example: For a CRS 2.000 X 2.000 X 0.250 Angle material item if the sell unit was **Foot** and the Ship unit was **Length** then the vendor unit would be 20 for a stock size of 240 inches. If the Sell Unit is equal to **LBS** and the Ship Unit equals **Length** the vendor unit should be equal to the number of LBS in the length. If the Sell Unit is equal to **Shts** and the Ship Unit equals **Length** the vendor unit should be equal to 1.

3) Standard Cost – enter the standard cost of the inventory unit. This should be the cost of one inventory unit, which is one length.

4) Lead Time – enter the number of days it usually takes to have the item delivered from the time an order is placed with a vendor.

5) Breakouts & Prices – Breakouts and Prices are used in quoting. When the item and stock size is picked in the Quote Material screen the values are brought into the quote.

OPTIONAL FIELDS

1) Reorder Point – the reorder point field is used in the reorder report. If the inventories are relatively accurate this can be a useful report. When the on-hand inventory quantity plus on order quantity drops to the reorder point or below the inventory item will show up on the Reorder Report.

2) Default Stock Size checkbox – by entering a checkmark in the default stock size checkbox when the user picks the material item in quoting or router design the stock size will be defaulted to the default marked stock size.

3) Default Pull checkbox – by entering a checkmark in the default pull checkbox when the user picks the material item stock size in quoting or router design the bill of material item in router design will be marked to pull from inventory automatically when the user releases the work order.

4) Disabled checkbox – by entering a checkmark in the disabled checkbox when the user is picking the material item in quoting, router design or purchase order line items the disabled stock sizes will not be displayed to pick from unless the user puts a checkmark in the Show All checkbox on the stock size screen that is displaying by default the non disabled stock sizes.