



## User Guide

Segment Tracking Add On  
V21.1.0200

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EFI PrintStream | V21.1.0200 Segment Tracking Add On User Guide

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# Introduction

## Overview

Segment Tracking allows users to control production counts per pallet on mailing jobs.

## Contact Information

### EFI Support

<b>US Phone:</b>	855.334.4457 (first select option 3, then press option 8, then press option 1)
<b>US Fax:</b>	415.233.4157
<b>US E-mail:</b>	<a href="mailto:printstream.support@efi.com">printstream.support@efi.com</a>
Regular Service Desk hours are 8:00 AM to 7:00 PM Central Time, Monday – Friday. Outside of these hours, you may leave a voice mail message and an on-call support representative will be paged. Response time is based on the severity of the issue.	
<b>Note</b>	For problems involving infrastructure (i.e., computers, networks, operating systems, backup software, printers, third-party software, etc.), contact the appropriate vendor. EFI cannot support these types of issues.

### EFI Professional Services

<b>US Phone:</b>	651.365.5321
<b>US Fax:</b>	651.365.5334
<b>E-Mail:</b>	<a href="mailto:ProfessionalServicesOperations@efi.com">ProfessionalServicesOperations@efi.com</a>
EFI Professional Services can help you perform EFI software installations, upgrades, and updates. This group can also help you implement, customize, and optimize your EFI software plus offer a range of training options.	



## Import Segments

Segment Tracking allows users to control production counts per pallet on mailing jobs. A segment record is created which divides packages into individual pallets, or segments, with precise counts, postage rates and mailing destination. This record matches the specifications of a job created in Mail Estimating/Order Entry. The mail job number is entered into the program, and matched to the companion segment record (text file) that is provided by the customer. A sample segment text file is displayed below:

File	Edit	Format	View	Help
019496002002		001	020010000021LTRMB4	000002
019496002002		002	020020001831LTRMB4	000183
019496002002		003	020030002361LTRMB4	000236
019496003003		004	020040000221LTRMB4	000022
019496004004		005	020050000031LTRPB4	000003
019496004004		006	020060000141LTRPB4	000014
019496005005		007	020070000011LTRPB4	000001
019496005005		008	020080000131LTRPB4	000013
019496006006		009	020090000021LTRPB4	000002
019496006006		010	020100161511LTRPA6	016151
019496006006		011	020110039431LTRPA6	001811A8 002132
019496006006		012	020120243881LTRPB4	000023B3 001332A7 016266A8 006767
019496007007		013	020130000011LTRPB4	000001
019496007007		014	020140000031LTRPB4	000003
019496008008		015	020150000061LTRPB4	000006
019496009009		016	020160000011LTRMB4	000001
019496010010		017	020170032691LTRPA6	003269
019496010010		018	020180010481LTRPA6	000750A8 000298
019496010010		019	020190007601LTRPB4	000001B4 000030A7 000153A8 000576

Create the packages that correspond to the txt file with a quantity of one (1).

Mail Estimating for the Company : (01) Access Direct - (0100) Company 01 Primary Location NORMA - [All Packages]

Hide

Mail Estimating

Quote Header

Estimating

Data Processing

Components

Packages

1: Pkg 1-1

2: Pkg 2-1

3: Pkg 3-1

4: Pkg 4-1

5: Pkg 5-1

6: Pkg 6-1

7: Pkg 7-1

8: Pkg 8-1

9: Pkg 9-1

10: Pkg 10-1

Finishing

Drops/Postage

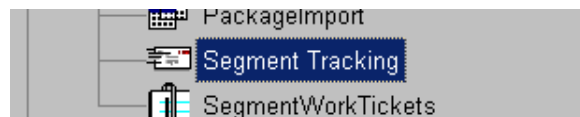
Special Instructions

Review Pricing

Order Entry

All Pkg. Total: 10				Quantity	Seq	Quantity	Seq	Quantity	Seq	Quantity	Seq	Quantity	Seq	Quantity	Seq
Job#	Job Qty	Mail Dates	Ver. Qty.	Ver. Balance	Pkg 1	Pkg 2	Pkg 3	Pkg 4	Pkg 5	Pkg 6					
19496	1	8/14/2009	1	-9	1	1	1	1	1	1					
Letter		Common	1	-9	1	1	1	1	1	1					
Flyer		Common	1	-9	1	1	1	1	1	1					
OE		Common	1	-9	1	1	1	1	1	1					

Open the Segment Tracking module.



Enter the job number into which the segment txt file is imported. Press **Tab** on your keyboard. PrintStream looks for the corresponding txt file and places it in the **Import File Name** field. Or browse to the file, enter the **Qty Diff.** %, and click **OK**.

Segment Tracking - [Import Segment Records]

Reports

Import Package/Drop Segment Counts into PrintStream List Counts

Job No19496Segment Test 2

CustomerNELSNelsen Test Customer

Qty Diff. %2

UK

Import File

Review/Remove Previously Imported Segments

Use Permit

Import File NameU:\CustomerData\Access\Stream\_12\_1\Access\_12\_1\dosrun\...\Segments\1949Browse

Rec #	Pkg #	PrintStream Pkg Name	Import Pkg Name	Drop #	Drop Name	Drop Date	Seq #	Sort	Quantit
-------	-------	----------------------	-----------------	--------	-----------	-----------	-------	------	---------

Remove Selected Rows

Save Selected Segments and create/update Package/Drop List Counts

Cancel

Enter the permit number (optional). Click the **Import File** button. The files from the txt file will load into the grid.

Segment Tracking - [Import Segment Records]

Reports

Import Package/Drop Segment Counts into PrintStream List Counts

Job No19496Segment Test 2

CustomerNELSNelsen Test Customer

Qty Diff. %2

OK

Import File

Review/Remove Previously Imported Segments

\*CP339

Use Permit

Import File NameU:\CustomerData\Access\Stream\_12\_1\Access\_12\_1\Segments\19496.txtBrowse

Rec #	Pkg #	PrintStream Pkg Name	Import Pkg Name	Drop #	Drop Name	Drop Date	Seq #	Sort	Quantit
1	002	Pkg 2	002	1	Farmingdale NY 11735	07/01/2009	2001		
2	002	Pkg 2	002	2	Farmingdale NY 11735	07/01/2009	2002		18
3	002	Pkg 2	002	3	Farmingdale NY 11735	07/01/2009	2003		23
4	003	Pkg 3	003	4	Farmingdale NY 11735	07/01/2009	2004		2
5	004	Pkg 4	004	5	Farmingdale NY 11735	07/01/2009	2005		
6	004	Pkg 4	004	6	Farmingdale NY 11735	07/01/2009	2006		1
7	005	Pkg 5	005	7	Farmingdale NY 11735	07/01/2009	2007		
8	005	Pkg 5	005	8	Farmingdale NY 11735	07/01/2009	2008		1
9	006	Pkg 6	006	9	Farmingdale NY 11735	07/01/2009	2009		
10	006	Pkg 6	006	10	Farmingdale NY 11735	07/01/2009	2010		16,15
11	006	Pkg 6	006	11	Farmingdale NY 11735	07/01/2009	2011		3,94
12	006	Pka 6	006	12	Farminadale NY 11735	07/01/2009	2012		24,38

Remove Selected Rows

Save Selected Segments and create/update Package/Drop List Counts

Cancel

Select the records you want to import by clicking the gray box to the left of the record number after the file is downloaded into the screen. The **Qty Diff. %** is the restriction for variances between planned and actual production counts per segment. Once you have selected the records to import and set the quantity tolerance percentage for each segment, click **Save Selected Segments** and create/update package/drop list counts.

**Segment Tracking - [Import Segment Records]**

Reports

### Import Package/Drop Segment Counts into PrintStream List Counts

Job No: 19496 Segment Test 2 Qty Diff. %: 2  
 Customer: NELS Nelsen Test Customer OK

Import File Review/Remove Previously Imported Segments \*CP339 Use Permit

Import File Name: U:\CustomerData\Access\Stream\_12\_1\Access\_12\_1\Segments\19496.txt Browse

	Rec #	Pkg #	PrintStream Pkg Name	Import Pkg Name	Drop #	Drop Name	Drop Date	Seq #	Sort	Quantit
<input checked="" type="checkbox"/>	1	002	Pkg 2	002	1	Farmingdale NY 11735	07/01/2009	2001		
<input checked="" type="checkbox"/>	2	002	Pkg 2	002	2	Farmingdale NY 11735	07/01/2009	2002		18
<input checked="" type="checkbox"/>	3	002	Pkg 2	002	3	Farmingdale NY 11735	07/01/2009	2003		23
<input checked="" type="checkbox"/>	4	003	Pkg 3	003	4	Farmingdale NY 11735	07/01/2009	2004		2
<input checked="" type="checkbox"/>	5	004	Pkg 4	004	5	Farmingdale NY 11735	07/01/2009	2005		
<input checked="" type="checkbox"/>	6	004	Pkg 4	004	6	Farmingdale NY 11735	07/01/2009	2006		1
<input checked="" type="checkbox"/>	7	005	Pkg 5	005	7	Farmingdale NY 11735	07/01/2009	2007		
<input checked="" type="checkbox"/>	8	005	Pkg 5	005	8	Farmingdale NY 11735	07/01/2009	2008		1
<input checked="" type="checkbox"/>	9	006	Pkg 6	006	9	Farmingdale NY 11735	07/01/2009	2009		
<input checked="" type="checkbox"/>	10	006	Pkg 6	006	10	Farmingdale NY 11735	07/01/2009	2010		16,15
<input checked="" type="checkbox"/>	11	006	Pkg 6	006	11	Farmingdale NY 11735	07/01/2009	2011		3,94
<input checked="" type="checkbox"/>	12	006	Pkg 6	006	12	Farmingdale NY 11735	07/01/2009	2012		24,38
<input checked="" type="checkbox"/>	13	007	Pkg 7	007	13	Farmingdale NY 11735	07/01/2009	2013		
<input checked="" type="checkbox"/>	14	007	Pkg 7	007	14	Farmingdale NY 11735	07/01/2009	2014		
<input checked="" type="checkbox"/>	15	008	Pkg 8	008	15	Farmingdale NY 11735	07/01/2009	2015		
<input checked="" type="checkbox"/>	16	009	Pkg 9	009	16	Farmingdale NY 11735	07/01/2009	2016		
<input checked="" type="checkbox"/>	17	010	Pkg 10	010	17	Farmingdale NY 11735	07/01/2009	2017		3,26
<input checked="" type="checkbox"/>	18	010	Pkg 10	010	18	Farmingdale NY 11735	07/01/2009	2018		1,04

Remove Selected Rows Save Selected Segments and create/update Package/Drop List Counts Cancel

The records will disappear from the grid area as they import into the job.

**Segment Tracking - [Import Segment Records]**

Reports

**Import Package/Drop Segment Counts into PrintStream List Counts**

Job No: 19496 Segment Test 2 Qty Diff. %: 2  
Customer: NELS Nelsen Test Customer OK

Import File Review/Remove Previously Imported Segments \*CP339 Use Permit

Import File Name: U:\CustomerData\Access\Stream\_12\_1\Access\_12\_1\Segments\19496.txt Browse

Rec #	Pkg #	PrintStream Pkg Name	Import Pkg Name	Drop #	Drop Name	Drop Date	Seq #	Sort	Quantit
-------	-------	----------------------	-----------------	--------	-----------	-----------	-------	------	---------

Note the package quantities have now changed in the job.

Mail Estimating for the Company : (01) Access Direct - (0100) Company 01 Primary Location NORMA - [All Packages]

Hide

Now click the **Recalc Packages** button (sixth icon from the left – purple and white arrows) will update the Versions, Components, Component Processes and Finishing Processes according to the package counts imported.

Mail Estimating for the Company : (01) Access Direct - (0100) Company 01 Primary Location NORMA - [All Packages]

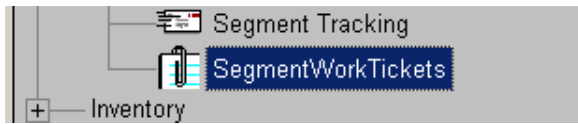
Hide

Recalculate and update the job.



## Issue Segment Work Instructions

Open the Segment Work Tickets program.



Click the **Report** menu at the top.

Enter the job number and press the **Tab** key on your keyboard.

 A screenshot of the 'Select Job, Operation And Segments' dialog box. It has a title bar with a close button. Below the title bar, there are input fields for 'Job No' and 'Customer'. Below these are two sections: 'Operations' and 'Segments'. The 'Segments' section has a table with columns: Segment ID, Sequence Number, Package No, and Drop No. There is a 'Select All' button next to the 'Segments' section.

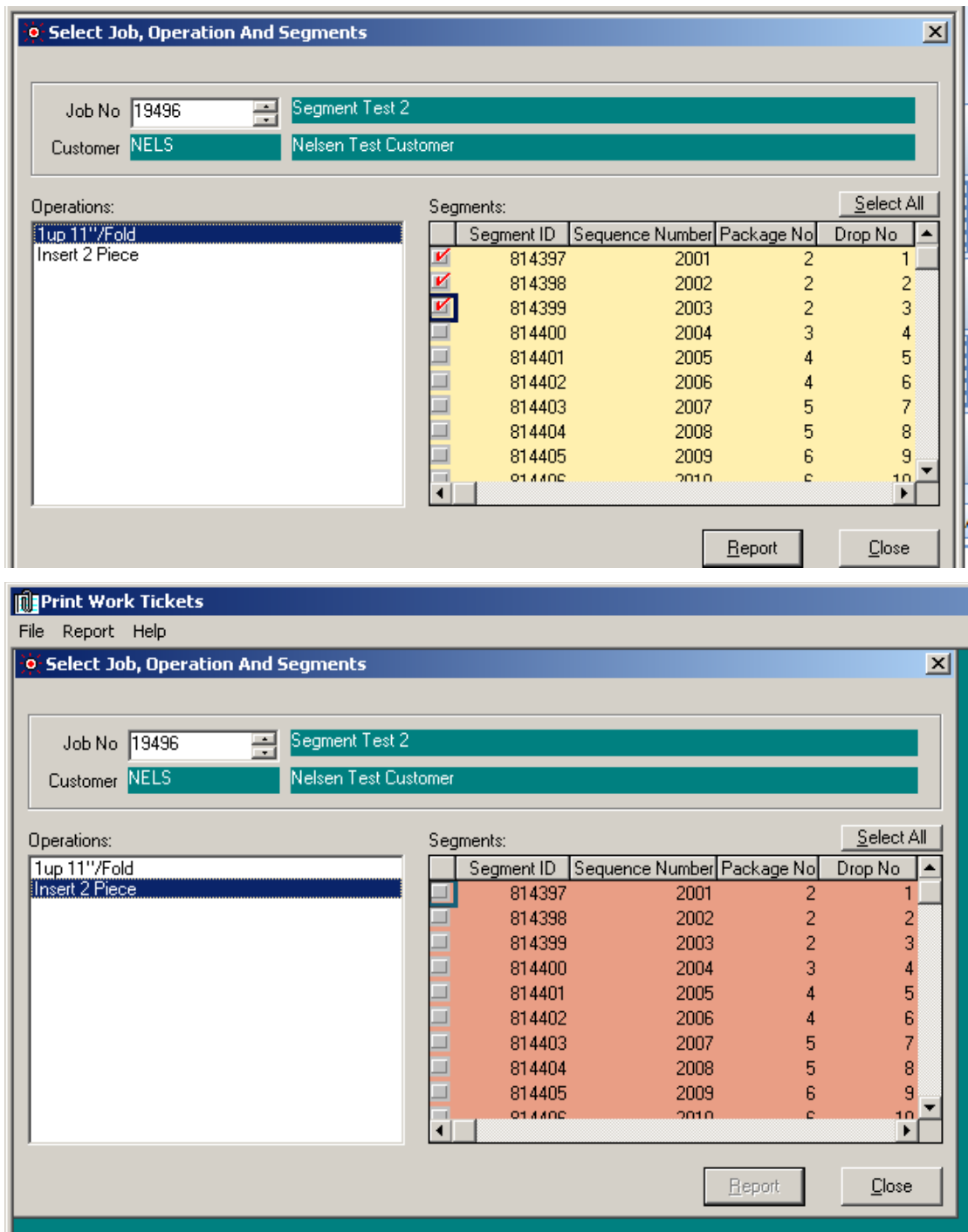
The job and operations displays in order of production sequence.

 A screenshot of the 'Select Job, Operation And Segments' dialog box with data entered. The 'Job No' field contains '19496' and the 'Customer' field contains 'NELS'. The 'Operations' section displays '1up 11"/Fold' and 'Insert 2 Piece'. The 'Segments' section has a table with columns: Segment ID, Sequence Number, Package No, and Drop No. There is a 'Select All' button next to the 'Segments' section. At the bottom right, there are 'Report' and 'Close' buttons.

Click the first operation and select the work tickets to be printed. Issuing work instructions is controlled per job step per segment. Work instructions cannot be issued for any job step until the previous step is recorded as finished. This control has a security override that allows designated users to issue work instructions for any job steps.

In this example, 1 up 11" is the first production operation. All segments display this first task in yellow, indicating that work instructions can be issued.

Subsequent production operations display in red, indicating that work instructions cannot be issued.



To print the segment work tickets, click Report.  
The Segment Tickets for the selected segments displays.

8/13/2009 3:21:24PM

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<b>SEGMENT TICKET</b>		<b>814,397</b>		
		Segment Number		
<b>19496</b>	<b>Nelsen Test Customer</b>		<b>Lori Messina</b>	
	Customer Acct # NELS		Salesrep	
Job Number	<b>Segment Test 2</b>		<b>Gail Roca</b>	
	Job Name		CSR	
<b>2</b>	<b>421</b>		<b>2001</b>	
Segment Quantity	Package Quantity		Sequence Number	
<b>7/1/2009</b>		<b>2</b>	<b>Pkg 2</b>	
1st Mail Date		Package #	Keycode	
<b>8/14/2009</b>		<b>1</b>	<b>02-Farminadale NY 11735</b>	
Last Mail Date		Drop #	Drop Name	

8/13/2009 3:21:25PM

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<b>SEGMENT TICKET</b>		<b>814,398</b>		
		Segment Number		
<b>19496</b>	<b>Nelsen Test Customer</b>		<b>Lori Messina</b>	
	Customer Acct # NELS		Salesrep	
Job Number	<b>Segment Test 2</b>		<b>Gail Roca</b>	
	Job Name		CSR	
<b>183</b>	<b>421</b>		<b>2002</b>	
Segment Quantity	Package Quantity		Sequence Number	
<b>7/1/2009</b>		<b>2</b>	<b>Pkg 2</b>	
1st Mail Date		Package #	Keycode	
<b>8/14/2009</b>		<b>2</b>	<b>02-Farminadale NY 11735</b>	
Last Mail Date		Drop #	Drop Name	

8/13/2009 3:21:25PM


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<b>SEGMENT TICKET</b>		<b>814,399</b>		
		Segment Number		
<b>19496</b>	<b>Nelsen Test Customer</b>		<b>Lori Messina</b>	
	Customer Acct # NELS		Salesrep	
Job Number	<b>Segment Test 2</b>		<b>Gail Roca</b>	
	Job Name		CSR	
<b>236</b>	<b>421</b>		<b>2003</b>	
Segment Quantity	Package Quantity		Sequence Number	
<b>7/1/2009</b>		<b>2</b>	<b>Pkg 2</b>	
1st Mail Date		Package #	Keycode	
<b>8/14/2009</b>		<b>3</b>	<b>02-Farminadale NY 11735</b>	
Last Mail Date		Drop #	Drop Name	

**Components**

Component/Vers ion	Item #	Inventory Code	Item Code/Description
Letter/Common			
Flyer/Common			
OE/Common			

**Operation**

Process	Component	Activity #	Step ID	Step ID Barcode
1up 11"Fold	Letter	30100260	2543680	

Operator #	Operator Name	Machine #	Waste	Start Time	End Time	Total Hours	Quantity

Work instructions identify the production operation and quantity, and include a form for operators to keep records of production quantities.

## Record Segment Counts

Segment step identification is entered or scanned. If machines have been created for the active cost center then the specific machine on which the work was performed can be identified. If that machine calculates production count based on clicks then click counts can be entered. Otherwise, production counts are entered.

Launch the **Record Segment Counts** module.



From the Segment Ticket, enter the **Step ID #** and press **Enter**. (The **Tab** key does not function here.)

**SEGMENT TICKET** 814,399  
Segment Number

19496 Nelsen Test Customer  
Customer Acct # NELS

Lori Messina  
Salesrep

Gail Roca  
CSR

2003  
Sequence Number

2 Package # Pkg 2  
Keycode

3 Drop # 02-Farmingdale NY 11735  
Drop Name

Item Code/Description

Activity # Step ID Step ID Barcode  
30100260 2543680

Start Time End Time Total Hours Quantity

**Record Segment Counts**

Step ID 2543680 Status Package

Job No Seq # Drop

Operation

Job Customer

Segment Step History

Start Stop Hours

Complete?

Comment

Employee

Machine No

Edit Save Cancel

The fields on the screen fill in with the segment information:

**SEGMENT TICKET** 814,399  
Segment Number

19496 Nelsen Test Customer  
Customer Acct # NELS

Lori Messina  
Salesrep

Gail Roca  
CSR

2003  
Sequence Number

2 Package # Pkg 2  
Keycode

3 Drop # 02-Farmingdale NY 11735  
Drop Name

Item Code/Description

**Record Segment Counts**

Step ID 2543680 Status Package 2 Pkg 2

Job No 19496 Seq # 2003 Drop 3 02-Farmingdale NY 11735

Operation 1up 11"Fold

Job Segment Test 2  
Customer Nelsen Test Customer

Production records which exceed the segment quantity are not accepted. The exception to this is records in laser cost centers, which allow 20 additional pieces for setup. Records which are below the job quantity difference tolerance cannot be saved as completed. Multiple partially complete records are accepted.

8/14/2009 1:25:38PM

**SEGMENT TICKET** **814 399**

Segment Counts - [Record Segment Counts]

Reports

**Record Segment Counts**

Step ID: 2543680 Status:   Package: 2 Pkg 2

Job No: 19496 Seq #: 2003 Drop: 3 02-Farmingdale NY 11735

Operation: 1up 11"/Fold

Job: **Segment Test 2**  
Customer: **Nelsen Test Customer**

Start Click: 10.430 Stop Click: 10.682  
Up/Across: 1 Length: 11

Quantities:  
Segment Produced: 236  
Remaining: 236  
Recorded: 275  
Balance: -39

Start: 06:25 Stop: 06:45 Hours: 0.33  
Complete?:    
Comment:    
Employee:    
Machine No: #273 - Pagestream 466

**Segment Step History**

	Date	Quantity	Remaining Qty

**Over Target Quantity**

Recorded quantity should not be more than 20 pieces over the target quantity.

OK

Edit Save Cancel

Time End Time To

Multiple partially complete records are accepted.

Operation: 1up 11"/Fold

Job: **Segment Test 2**  
Customer: **Nelsen Test Customer**

Start Click:   Stop Click:    
Up/Across:   Length:  

Quantities:  
Segment Produced: 236  
Remaining: 1  
Recorded: 60  
Balance:  

**Segment Step History**

	Date	Quantity	Remaining Qty
1	8/14/2009	175	61
2	8/14/2009	60	1

The printing has now been recorded on the first three segments and they have been marked complete. View the Work Ticket screen again and notice that the first three segments for the next operation in line (which for this example is also the last production operation) is now available for selection to print work tickets. Once a segment production is recorded as complete, work instructions for the next step can be issued.

**Select Job, Operation And Segments**

Job No: 19496 Segment Test 2  
 Customer: NELS Nelsen Test Customer

Operations:  
 1up 11"/Fold  
 Insert 2 Piece

Segments:

	Segment ID	Sequence Number	Package No	Drop No	
<input type="checkbox"/>	814397	2001	2	1	
<input type="checkbox"/>	814398	2002	2	2	
<input type="checkbox"/>	814399	2003	2	3	
<input type="checkbox"/>	814400	2004	3	4	
<input type="checkbox"/>	814401	2005	4	5	
<input type="checkbox"/>	814402	2006	4	6	
<input type="checkbox"/>	814403	2007	5	7	
<input type="checkbox"/>	814404	2008	5	8	
<input type="checkbox"/>	814405	2009	6	9	
<input type="checkbox"/>	814406	2010	6	10	

Report Close

And the laser activity shows these same segments are green (complete):

**Print Work Tickets**  
 File Report Help

**Select Job, Operation And Segments**

Job No: 19496 Segment Test 2  
 Customer: NELS Nelsen Test Customer

Operations:  
 1up 11"/Fold  
 Insert 2 Piece

Segments:

	Segment ID	Sequence Number	Package No	Drop No	
<input type="checkbox"/>	814397	2001	2	1	
<input type="checkbox"/>	814398	2002	2	2	
<input type="checkbox"/>	814399	2003	2	3	
<input type="checkbox"/>	814400	2004	3	4	
<input type="checkbox"/>	814401	2005	4	5	
<input type="checkbox"/>	814402	2006	4	6	
<input type="checkbox"/>	814403	2007	5	7	
<input type="checkbox"/>	814404	2008	5	8	
<input type="checkbox"/>	814405	2009	6	9	
<input type="checkbox"/>	814406	2010	6	10	

Report Close

To record the next production step, open the Record Segment Counts screen and enter the Step ID from the work ticket and press **Enter** OR scan the barcode on the work ticket for this operation's step. The segment/job information fields displays. Enter the count, start and stop time, select employee and machine number (if applicable). Click **Save**.

**Segment Counts - [Record Segment Counts]**

Reports

### Record Segment Counts

Step ID: 2543675    Status:      Package: 2    Pkg 2

Job No: 19496    Seq #: 2001    Drop: 1    02-Farmingdale NY 11735

Operation: Insert 2 Piece

---

Job: **Segment Test 2**  
Customer: **Nelsen Test Customer**

---

Segment Qty	2
Qty Produced	2
Remaining Qty	0
<b>Qty To Record</b>	<input type="text" value="2"/>
<u>Balance</u>	

---

Start: 07:00    Stop: 07:05    Hours: 0.08

**Complete?** Yes

Comment:

Employee: Alexander Carlton

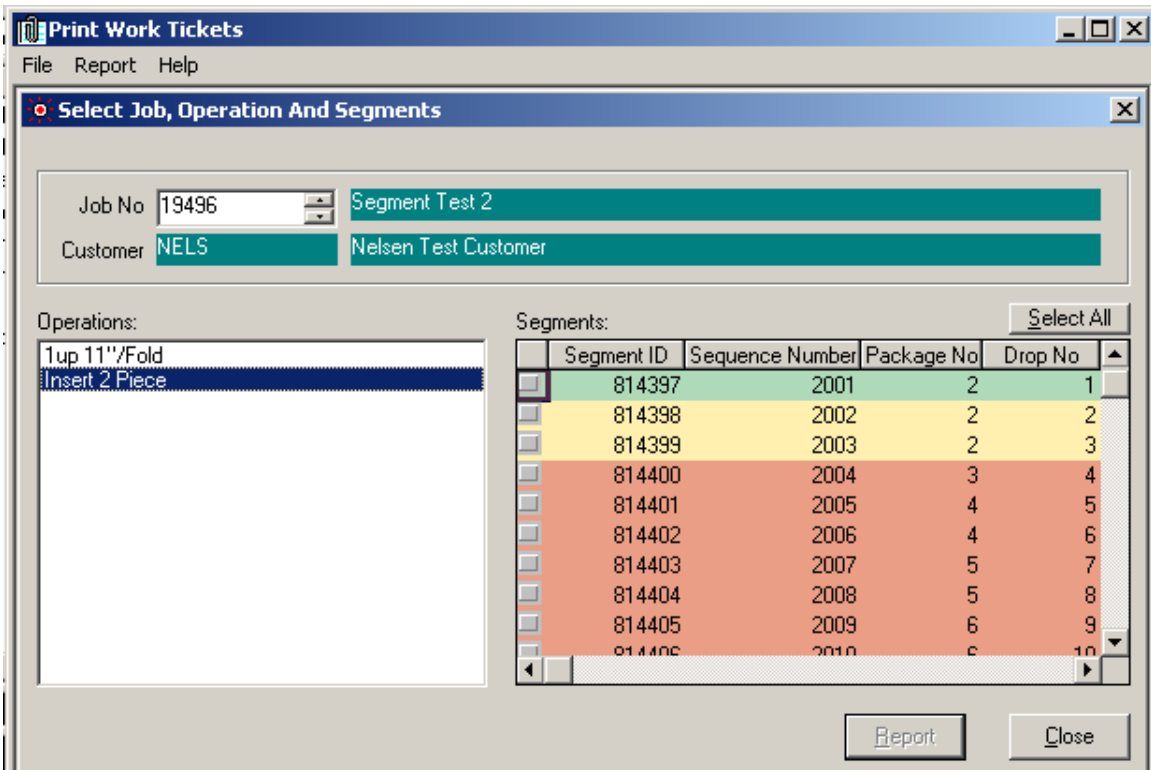
Machine No: #01 - Pinnacle

#### Segment Step History

	Date	Quantity	Remaining Qty
1	8/14/2009	2	0

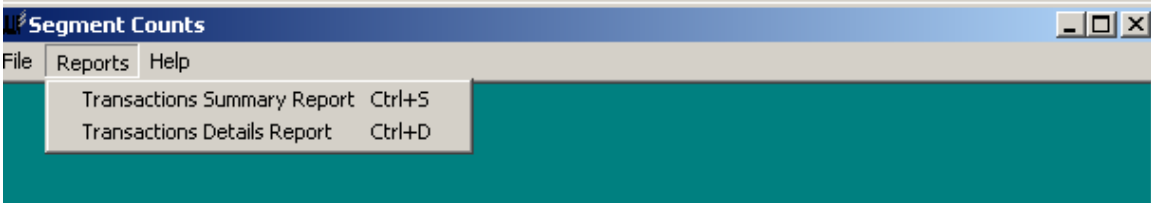
To edit the record after exiting the screen, open **Record Segment Counts**, enter the Step ID number and press **Enter**. Click the entry in the Segment Step History area of the screen and then click the **Edit** button. When changes have been made, click **Save**.

Open the Segment Work Ticket screen and load the job number. Highlight the **Insert 2 Piece** operation. Now that the inserting counts have been entered for the first segment, that line is green indicating that production is complete. The next two lines are yellow indicating that all prior operations are complete and these segments are ready for this operation to commence. The remaining segments are in red indicating that they are awaiting production to complete on prior operations, and work tickets cannot be printed for these segments for this operation.



## Reports

To get a production report that displays the current activity on the job, open the Record Segment Counts screen, enter a Step ID number and press the **Enter** key to pull in the job. Click the **Cancel** button to activate the **Reports** menu.





## Transaction Summary Report

Click **Transactions Summary Report**, load the job number, then select either the **Packages** filter or the **Segments** filter. Choose the package(s) or segment(s) for which you want the report OR **Select All** to get a report of the status of each. Then click **Report**.

File Reports Help

**Transactions Summary Report Options**

Job No: 19496 Segment: Test 2  
Customer: NELS Nelsen Test Customer

Select One of the Following Filters:

☒ Packages  
☐ Segments

3 - Pkg 3  
4 - Pkg 4  
5 - Pkg 5  
6 - Pkg 6  
7 - Pkg 7  
8 - Pkg 8  
9 - Pkg 9  
10 - Pkg 10

Select All Report Cancel

The first page is a blank page. Click the arrow button at the top to get to Page 2.

ts - [Segment Tracking Report]

1 of 3

8/14/2009 4:06:45 PM Page 1 of 3

**Segment Tracking Summary Report**

Job: 19496 Segment: Test 2  
Customer: NELS Nelsen Test Customer

This shows that Package 2, Segment 2001 has a status **Weigh OK** for a Segment Quantity of 2, Production Quantity of 2, [Transaction] Date, any variance of quantity/percentage, Weigh Quantity, [Weight] Date and any variance of quantity/percentage.

nts - [Segment Tracking Report]

2 of 3

8/14/2009 4:06:45 PM

Seg ID	Seg No	Status	Seg Qty	Prod Qty	Date	Vary	Var %	Weigh Qty	Date	Vary	Var %
<b>Package 2 Pkg 2</b>											
814397	2001	Weigh OK	2	2	8/14/2009	0	0.00 %	2	8/14/2009	0	0.00 %
814398	2002		183	0	8/14/2009	-183	-100.00 %	0		-183	-100.00 %
814399	2003		236	0	8/14/2009	-236	-100.00 %	0		-236	-100.00 %
<b>TOTAL FOR Pkg 2</b>			<b>421</b>	<b>2</b>		<b>-419</b>	<b>-99.52 %</b>	<b>2</b>		<b>-419</b>	<b>-99.52 %</b>

This report also shows that production is NOT complete for Sequence Number 2 for Package 2, and, therefore, has not been weight-verified.

## Transaction Details Report

Access this report in the same manner as the Transaction Summary Report. Enter the job number, select one or more segments, OR click **Select All** to get a report on all segments. Select the **Include Transaction Details** check box and click **Report**.

The Segment Tracking Details Report details the individual production steps, quantities and status (Complete – date complete – time complete) for each segment. The segments are listed in numerical order and include the segment identifiers, segment quantity, [produced] quantity, drop information, etc.

Segment Tracking Details Report						8/14/2009 4:16:48 PM
Job	19496	Segment Test 2				Page 1 of 4
Customer	NELS	Nelsen Test Customer				
<b>Segment: 814397 2001</b> Package: 2    Pkg 2      Drop: 1    02-Farmingdale NY 11735						
<b>Segment Qty: 2</b>						
<b>Total Waste: 0</b>						
Segment Step: 2543674	<b>1up 11\"/Fold</b>		Qty:	2	Complete	
	Carlton Alexander	188		2	8/14/2009	1:23:01 PM
Segment Step: 2543675	<b>Insert 2 Piece</b>		Qty:	2	Complete	
	Carlton Alexander	61		2	8/14/2009	3:12:14 PM
Segment Step: 2543676	<b>WEIGH</b>		Qty:	2	Complete	
	Carlton Alexander			2	8/14/2009	2:49:19 PM

## Pallet Tickets

Pallet tickets can be issued per segment or per package, and include a form for operators to record counts and weight. In the PrintStream menu bar, launch the **Pallet Ticket** module.




Enter the job number and press the **Enter** key on your keyboard. Click one or more packages or segments OR click **Select All** for all pallet tickets for this job.

**By package:**

**By Segment:**

A pallet ticket for each package and drop displays to be printed. Each pallet ticket includes the job and segment information, package and drop, drop destination, components, operations and a place to enter the counts that identify the pallet AND a place to enter the weight information.

<b>PALLET TICKET</b>		<b>814,397</b> <small>Segment Number</small>		
<b>19496</b> <small>Job Number</small>	<b>Nelsen Test Customer</b> <small>Customer Acct # NELS</small>		<b>Lori Messina</b> <small>Salesrep</small>	
	<b>Segment Test 2</b> <small>Job Name</small>		<b>Gail Roca</b> <small>CSR</small>	
<b>2</b> <small>Segment Quantity</small>	<b>421</b> <small>Package Quantity</small>		<b>2001</b> <small>Sequence Number</small>	
<b>7/1/2009</b> <small>1st Mail Date</small>		<b>2</b> <small>Package #</small>	<b>Pkg 2</b> <small>Keycode</small>	
<b>8/14/2009</b> <small>Last Mail Date</small>		<b>1</b> <small>Drop #</small>	<b>02-Farminadale NY 11735</b> <small>Drop Name</small>	
<b>Components</b>				
<small>Component/Version</small>	<small>Item #</small>	<small>Inventory Code</small>	<small>Item Code/Description</small>	
Letter/Common				
Flyer/Common				
OE/Common				
<b>Operations</b>				
<small>#</small>	<small>Process</small>	<small>Component</small>	<small>Activity #</small>	<small>Step ID</small>
<b>1</b>	<b>1up 11"/Fold</b>	Letter	<b>30100260</b>	<b>2543674</b>
<b>2</b>	<b>Insert 2 Piece</b>		<b>50100020</b>	<b>2543675</b>
<b>Pallet Ticket</b>				
<small>Carton Count</small>	<small>Tray Count</small>	<small>Tray/Bag Count</small>	<small>Insert Count</small>	
<b>Weigh Station</b>				
<small>Gross Weight</small>	<small>Tare Weight</small>	<small>Net Weight</small>	<small>Piece Weight</small>	<small>Total Pieces</small>

## Weight Verification of Segment Production Count

The segment identification is entered or scanned. A user defined table will subtract the weight of any packaging used. Piece weight is defined. Gross weight for the segment is entered.

Segment Weight Verification - [Segment Weight Verification]

File Help

Segment Weight Verification

Segment ID814397StatusPackage 2Pkg 2

Job No19496Seq #2001Drop 102-Farmingdale NY

Job Segment Test 2

Customer Nelsen Test Customer

Gross Weight3.0000

Tare Weight1.7000

Net Weight1.3000

Segment Qty2

Weighted Qty2

Difference0

Difference %0.0

Comment

EmployeeAlexander Carlton

Packaging Grid

Package	Qty	Weight
Pallet		19
MM Trays	1	1.7
EMM Trays		2
1 Foot Trays		1.1
Total Weight		1.7

Sample Pieces10

Sample Weight6

Piece Weight0.6

Save

Cancel

Segment Weight Verification - [Segment Weight Verification]

File Help

Segment Weight Verification

Segment ID814398StatusPackage 2Pkg 2

Job No19496Seq #2002Drop 202-Farmingdale NY

Job Segment Test 2

Customer Nelsen Test Customer

Gross Weight32.1500

Tare Weight23.0000

Net Weight9.1500

Segment Qty183

Weighted Qty183

Difference0

Difference %0.0

Comment

EmployeeAlexander Carlton

Packaging Grid

Package	Qty	Weight
Pallet	1	19
MM Trays	0	1.7
EMM Trays	2	2
1 Foot Trays		1.1
Total Weight		23

Sample Pieces10

Sample Weight.5

Piece Weight0.05

Save

Cancel

If the weight verification shows that the gross weight calculates to a greater quantity or a lesser quantity than the allowed percentage for this job, the record cannot be saved. A message displays stating that the transaction cannot be saved.

**Segment Weight Verification**

Segment ID: 814398    Status:      Package: 2    Pkg 2  
 Job No: 19496    Seq #: 2002    Drop: 2    02-Farmingdale NY  
 11725

Job: **Segment Test 2**  
 Customer: **Nelsen Test Customer**

Gross Weight	31.0000
Tare Weight	23.0000
Net Weight	8.0000
<b>Segment Qty</b>	183
Weighted Qty	160
Difference	23
Difference %	12.57

Comment:   
 Employee: Alex

**Packaging Grid**

Package	Qty	Weight
Pallet	1	19
MM Trays	0	1.7
EMM Trays	2	2
1 Foot Trays		1.1
<b>Total Weight</b>		23

Sample Pieces: 10  
 .5  
 0.05

**Large Difference**

This transaction can't be saved because difference percent is greater than allowed for this job (2%).

OK    Save    Cancel

**Segment Weight Verification**

Segment ID: 814398    Status:      Package: 2    Pkg 2  
 Job No: 19496    Seq #: 2002    Drop: 2    02-Farmingdale NY  
 11725

Job: **Segment Test 2**  
 Customer: **Nelsen Test Customer**

Gross Weight	33.0000
Tare Weight	23.0000
Net Weight	10.0000
<b>Segment Qty</b>	183
Weighted Qty	200
Difference	-17
Difference %	-9.29

Comment:   
 Employee: Alex

**Packaging Grid**

Package	Qty	Weight
Pallet	1	19
MM Trays	0	1.7
EMM Trays	2	2
1 Foot Trays		1.1
<b>Total Weight</b>		23

Sample Pieces: 10  
 .5  
 0.05

**Large Difference**

This transaction can't be saved because difference percent is greater than allowed for this job (2%).

OK    Save    Cancel

## Create Postage Statements

Enter the job number in Postage Statements. Click **Add/Update Statements**. Mail drops, quantities, postage rates and destinations are filled in and ready to issue postage forms.

Postage Statements for the Company : 01 Access Direct - Plant Code: 0100 Company 01 Primary Location - [Postage Statements]

File Job Lookup Statement Directory Tools View Help Window

19496 Add/Update Statements Segment Test 2

Select Job Statements Drops, Counts Not Invoiced

Postage Statements

Update Quote Notes Quote: 19004.99 Job: 19496 Due Date: 08/14/2009

Add New Drop Enter Statement Directly Create Statement from Counts Update Existing Statement(s)

Drop #	Description	Drop Qty	Date	Est. Counts	List Counts	Postage Notes
1	02-Farmingdale NY 11735	2	07/01/2009	N/A	2	Added by Segment Tracking
2	02-Farmingdale NY 11735	183	07/01/2009	N/A	183	Added by Segment Tracking
3	02-Farmingdale NY 11735	236	07/01/2009	N/A	236	Added by Segment Tracking
4	03-Farmingdale NY 11735	22	07/01/2009	N/A	22	Added by Segment Tracking
5	04-Farmingdale NY 11735	3	07/01/2009	N/A	3	Added by Segment Tracking
6	04-Farmingdale NY 11735	14	07/01/2009	N/A	14	Added by Segment Tracking
7	05-Farmingdale NY 11735	1	07/01/2009	N/A	1	Added by Segment Tracking
8	05-Farmingdale NY 11735	13	07/01/2009	N/A	13	Added by Segment Tracking
9	06-Farmingdale NY 11735	2	07/01/2009	N/A	2	Added by Segment Tracking
10	06-Farmingdale NY 11735	16,151	07/01/2009	N/A	16,151	Added by Segment Tracking
11	06-Farmingdale NY 11735	3,943	07/01/2009	N/A	3,943	Added by Segment Tracking
12	06-Farmingdale NY 11735	24,388	07/01/2009	N/A	24,388	Added by Segment Tracking
13	07-Farmingdale NY 11735	1	07/01/2009	N/A	1	Added by Segment Tracking
14	07-Farmingdale NY 11735	3	07/01/2009	N/A	3	Added by Segment Tracking
15	08-Farmingdale NY 11735	6	07/01/2009	N/A	6	Added by Segment Tracking
16	09-Farmingdale NY 11735	1	07/01/2009	N/A	1	Added by Segment Tracking
17	10-Farmingdale NY 11735	3,269	07/01/2009	N/A	3,269	Added by Segment Tracking
18	10-Farmingdale NY 11735	1,048	07/01/2009	N/A	1,048	Added by Segment Tracking
19	10-Farmingdale NY 11735	760	07/01/2009	N/A	760	Added by Segment Tracking

Done Update Estimate with Changes

Mailing Date:  
Job/Package/Drop:  
Permit #:  
Total Pieces:  
Total Postage:  
Net Postage Due:

Start Yahoo! Messenger 2 Microsoft Office O... MetaFrame Presentati... 5 Citrix ICA Client ... 2 Microsoft Office W... Search Desktop Desktop