

Printing a Work Order

Overview

After a work order has a routing and bill of material (BOM) has been attached, the work order needs to be printed. Printing the work order changes its status so that it is fully prepared to send to the shop.

NIS Policies

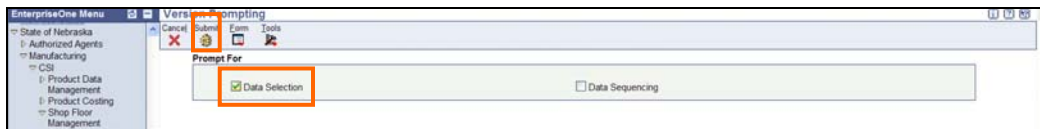
The tasks in this documentation provide end users with the tools to enter data and collect data in NIS. It is the responsibility of the agencies to comply with State Statutes, Federal Rules and Regulations, and State policies. For further information concerning State Statutes and policies, please refer to both internal agency resources and the Department of Administrative Services website: <http://www.das.state.ne.us/>.

Navigation

NIS State of Nebraska > Manufacturing > CSI > Shop Floor Management > Daily Processes > Work Order - Print

Steps

The **Version Prompting** screen appears.



1. Check the box for **Data Selection**.
2. Click **Submit**.

The **Data Selection** screen appears.



3. In the **Right Operand** pull down box, click **Literal**.

The **Select Literal Value** screen appears.



4. Click the **List of Values** tab.

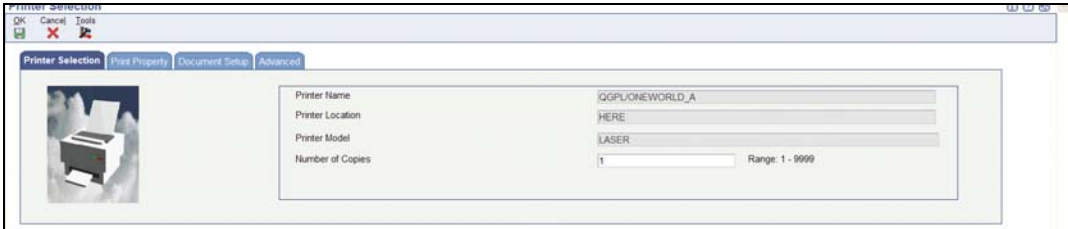
- 5. Enter your WO Numbers.
- 6. Click OK.

The **Data Selection** screen reappears.



- 7. Click **OK**.

The **Printer Selection** screen appears.

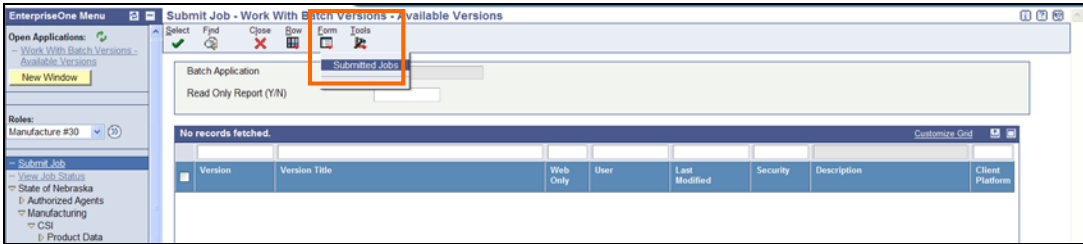


- 8. Click **OK**.

The NIS Welcome screen appears.

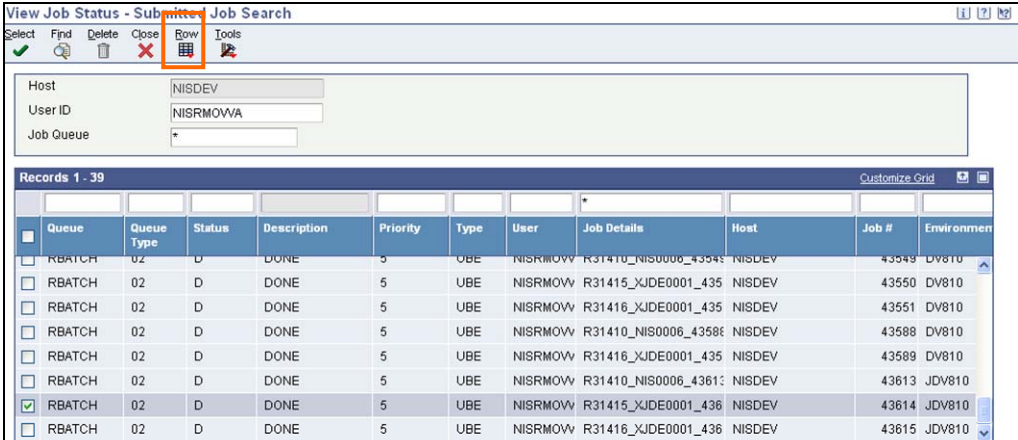
- 9. Click **Submit Job** selection at the top of the menu.

The **Submit Job – Work With Batch Versions** screen appears.



- 10. Click **Submitted Jobs** on the **Form** exit.

The **Submit Job – Submitted Job Search** screen appears.



The print work order program is R31410. The program calls program R31415 & R31416. R31415 is the entire shop packet. R31416 is a summary of the work order.

11. Click the selection box on the row for program R31415.

12. Click **View PDF** on the Row exit.

A window opens showing the shop packet:

Page 1: Work Order Header

R31415	STATE OF NEBRASKA		Date - 02/15/07
	Work Order Print		Time - 10:36:43
			Page - 1
Order Number / Type	71163 WO	Quantity Ordered / UOM	1.0000 EA
Description	INDIANA EXEC CHARCOAL	Type	S
Status Comment		Quantity Completed	
Item Number	42506-TF-CR-150-604	Priority	
Related SO Number / Type	INDIANA EXEC CHARCOAL	Category 01	Quantity w/ Shrink 1.0000
Reference		Category 02	Drawing Number / Revision
Parent W.O. No		Category 03	Secondary Qty Ordered/UOM
		Revision Level	Secondary Qty Completed
		W.O. Flash Message	Message No
Work Order Description			
INDIANA EXEC CHARCOAL			

Page 2: Work Order Parts List

R31415	STATE OF NEBRASKA		Date - 02/15/07								
	Work Order Print		Time - 10:36:43								
			Page - 2								
Order Number / Type	71163 WO	Quantity Ordered / UOM	1.0000 EA								
Description	INDIANA EXEC CHARCOAL	Type	S								
Status Comment		Quantity Completed									
Item Number	42506-TF-CR-150-604	Priority									
Related SO Number / Type	INDIANA EXEC CHARCOAL	Category 01	Quantity w/ Shrink 1.0000								
Reference		Category 02	Drawing Number / Revision								
Parent W.O. No		Category 03	Secondary Qty Ordered/UOM								
		Revision Level	Secondary Qty Completed								
		W.O. Flash Message	Message No								
.... Parts List											
Component Number	Rev	Description	Branch	Location	Lot	TOper #	Quantity Required	UM	Issues	Secondary Qty Issued	Sec UM
45016-TR-CP-115		CASTERS HARD INDIANA CHAIR	46070020	46070120	NSP WOOD SHOP WC		1.00	5.0000	EA		
			Work Center						Scrap		
56515-TR-CP-144		FOAM SEAT FOR INDIANA EXEC	46070020	46070120	NSP WOOD SHOP WC		1.00	1.0000	EA		
			Work Center						Scrap		
42506-TR-CP-103		COLUMN INSERT FOR INDIANA EXEC	46070020	46070120	NSP WOOD SHOP WC		1.00	2.0000	EA		
			Work Center						Scrap		
56515-TR-CP-145		FOAM BACK FOR INDIANA EXEC	46070020	46070120	NSP WOOD SHOP WC		1.00	1.0000	EA		
			Work Center						Scrap		
42506-TR-CP-105		BASE FOR INDIANA EXEC	46070020	46070120	NSP WOOD SHOP WC		1.00	1.0000	EA		
			Work Center						Scrap		
42506-TR-CP-135		BACK WOOD FOR INDIANA EXEC	46070020	46070120	NSP WOOD SHOP WC		1.00	1.0000	EA		
			Work Center						Scrap		
42506-TR-CP-102		MECHANISM FOR INDIANA EXEC	46070020	46070120	NSP WOOD SHOP WC		1.00	1.0000	EA		
			Work Center						Scrap		
42506-TR-AC-243		ACCORD 36 FOR INDIANA EXEC	46070020	46070120	NSP WOOD SHOP WC		1.00	.5000	YD		
			Work Center						Scrap		
42506-TR-CP-112		ARMS INDIVIDUAL FOR INDIANA	46070020	46070120	NSP WOOD SHOP WC		1.00	1.0000	PR		
			Work Center						Scrap		

Last Pages: Work Order Routing

R31415		STATE OF NEBRASKA				Date - 02/15/07	
		Work Order Print				Time - 10:26:43	
						Page - 4	
Order Number / Type	71163 WO			Quantity Ordered / UOM	1.0000	EA	
Description	INDIANA EXEC CHARCOAL	Type	S	Quantity Completed			Branch/Plant 46070020
Status Comment		Priority		Quantity Scrapped			Lot/SN
Item Number	42506-TF-CR-150-604	Category 01		Quantity w/ Shrink	1.0000		Job of CC 46070020
	INDIANA EXEC CHARCOAL	Category 02		Drawing Number / Revision			Cost Code
Related SO Number / Type		Category 03		Secondary Qty Ordered/UOM			Requested Date 03/28/07
Reference		Revision Level		Secondary Qty Completed			Start Date 03/21/07
Parent W.O. No		W.O. Flash Message		Message No			
... Routing Instructions ...							
Work Unit	Oper #	Description	Run Machine Hours	Run Labor Hours	Setup Labor	Start Date	Setup Move Tool PO PO Crew Hours Number Number Ty
46070120	1.00	NSP WOOD SHOP WC		5.00		03/21/07	1.0

13. Close the .pdf window.

14. Click the selection box on the row for program R31416.

15. Click **View PDF** on the **Row** exit.

A window appears showing the work order summary.

R31416		Shop Packet Summary List				Date - 02/15/07							
		STATE OF NEBRASKA				Time - 10:36:45							
						Page - 1							
W.O. Number	Type	Description	T	P	St	Item Number	Manager	Start Date	Due Date	Quantity	UM	Business Unit	Ops
71163	WO	INDIANA EXEC CHARCOAL	S		05	42506-TF-CR-150-604		03/21/07	03/28/07	1.0000	EA	46070020	1
Total Number of Work Orders For:													
SHOP ORDER												1	
Accumulated Total												1.0000	

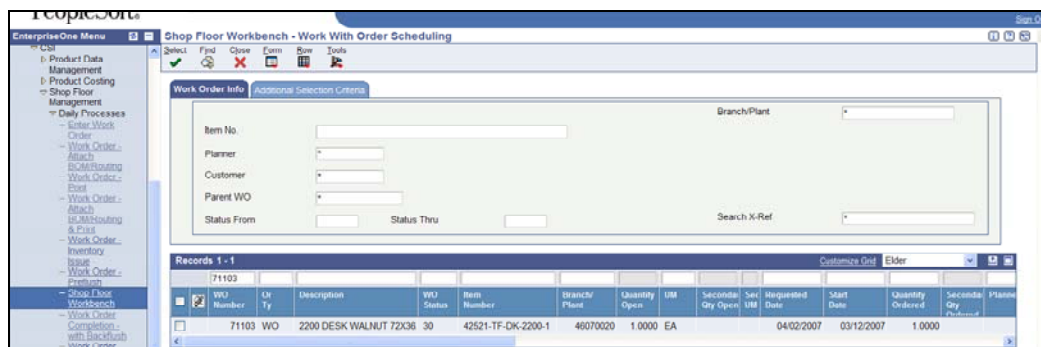
16. Close the .pdf window

17. Close the **Submit Job – Submitted Job Search** screen.

18. Close the **Submit Job – Work With Batch Versions** screen:

19. Go to Manufacturing / CSI / Shop Floor Management / Daily Processes / Shop Floor Workbench

The **Shop Floor Workbench – Work With Order Scheduling** screen appears.



20. Enter the **WO Number** in the UBE line.

21. Click **Find**.

22. The **WO Status** should now be 30.

23. Click **Close**.