

Budget and Hours

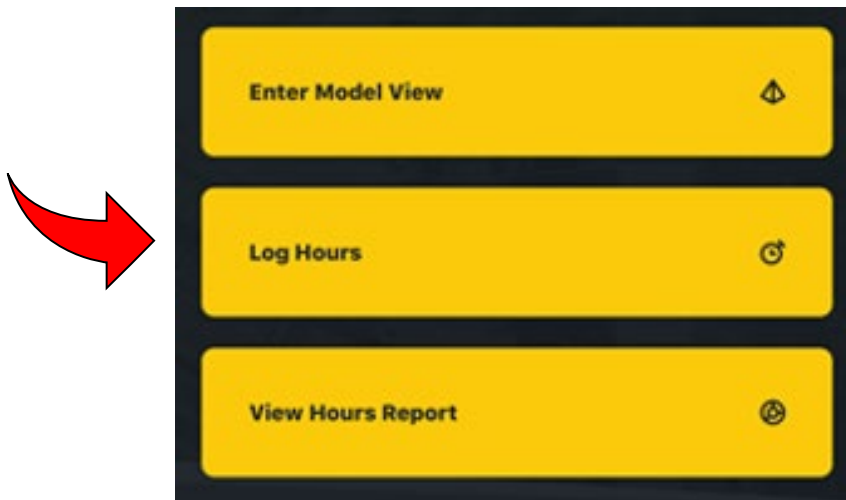
Note: The Budget and Hours are an optional utility.

To add Budget Hours:

- ➔ Tap on the “Budget Hours” gear icon to open the “Budget Hours” screen.
- ➔ Tap on the “Enter Budget Hours” text and a keypad will appear to enter the hours
- ➔ Tap the “Submit” button to apply number and return to the “status” screen.

To Log Hours:

- ➔ Tap on the “Log Hours” button on the middle right of the “Status” screen.



Note: The “Budget Hours” are used to calculate the “Budget % Complete” field. The “Log Hours” button is used to enter the crew manhours per day. These show up as a calculation under “Total Hours Logged” and are associated with the selected elements to identify labor hours spent on a day.

The Log Hours Screen

- ➔ Tap on the “Total Man Hours Spent” text and the keyboard will appear
- ➔ Enter the Total Manhours for the day for the men that worked on that system.

Note: This is not per man, but the total number of men times hours worked. For example, 3 men at 8 hours equals 24 Total Man Hours.

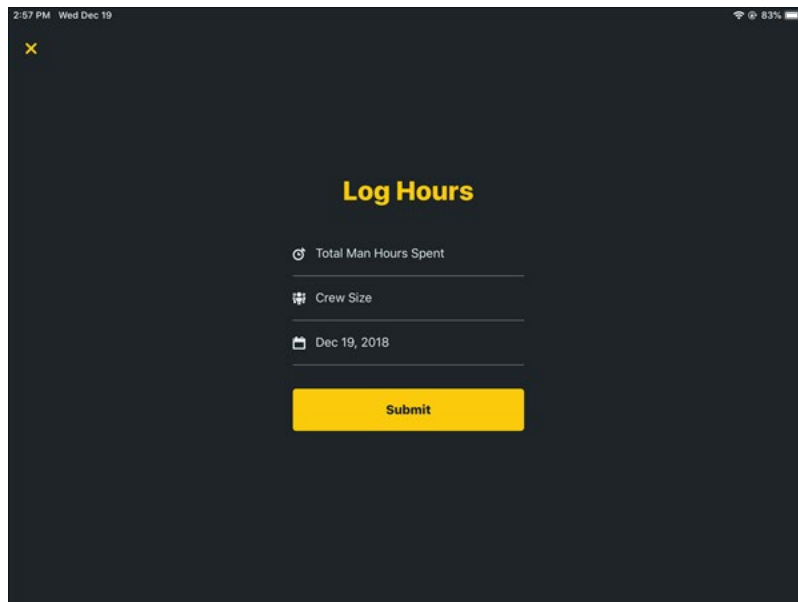
- ➔ Tap on the “Crew Size” text and a roller option wheel will appear allowing you to select how many workers were in the crew that worked on that system that day.


The default date is the current date as shown.

- ➔ Tap on the date shown to change, if the date is correct for the current day then no change is needed.

- ➔ Once all the fields are set, tap on the “Submit” button.

Note: Additional dates with man hours and crew size can be entered from this screen and will record each time the “Submit” button is tapped.



- ➔ Tap the exit screen button  the top left to exit back to the “Status” screen without entering hours.

Hours Report Screen

To view a daily input of hours, from the “Status” screen:

- ➔ Tap the “View Hours Report” button text on the middle right of the screen to open the “Hours Report” screen.



The “Hours Report” screen shows a scrollable list of the Date, Crew Size and Total Hours entered into the system record.

- ➔ From the “Hours Report” screen you can also enter the “Log Hours” screen by tapping on the “Log hours” button text on the bottom of the screen.
- ➔ To exit the “Hours Report” screen, tap on the yellow arrow on the top left to return back to the “Systems Status” screen.

