

TEXT1,C,79

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This tutorial will show how to add 2 records to the activity file.
Even though you have a lot of information available to you later
for data searches and reports, you enter very little yourself
once you create a master record. Multiple activity records are
related to each master record.

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For every activity, you can enter: a long comment (to 200 characters),
future commit or appointment dates, and billings.

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----- Maintenance and Service Call Activity Tracking System -----

ACS
Main Program Menu

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03/06/87 | | Please Choose One | | 06:04:49 | |

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1) Master file options

0

2) Other Options

0

3) Select Category

0

X) Exit System

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Category of Maintenance: ALL

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At the Main Program Menu, enter a '1'.

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Dallas Truck Maintenance Tracking System

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Master File Menu and Other Primary Functions |

A to ADD data--Master file | |
G to GET/EDIT data--Master file | |
1 for Activity file. |

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| | |
|---|---|
| 2 for Search through Service Call data | 0 |
| 3 for Billings reports. | 0 |
| 4 for Appointments | 0 |
| 5 for Service Call and Activity reports | 0 |
| 6 for automatically creating future Activities. | 0 |
| H for Help. | 0 |
| R to RETURN to prior menu. | 0 |

Category of Maintenance (defaults to ALL): ALL

@27 27

3 0

Before adding 2 activity records, let's look at the current Billings

for the Test Data that came with your program.

Enter a '3'.

Dallas Truck Maintenance Tracking System

| Start Date | Billings Summary Menu | End Date |
|------------|-----------------------|----------|
| 01/01/01 | Please Choose One | 12/12/99 |

- 1) Change Start/Stop date of summary
- 2) Select Service Call being summarized :
[defaults to ALL, meaning all Service Calls are summarized]
- 3) Summarize and Post all Billings from the Activity file
- 4) Generate Summary report to printer
- H) Help Screen
- R) Return to prior menu

Service Call to be summarized: ALL

Category of Maintenance (defaults to ALL): ALL

@27 27

3 0

This is the Billings Summary Menu. [You can change 'Billings' to any

15 character word or phrase at the Custom Options menu.]

At this Billings Menu, you can select a summary for any time period,

for any one truck or for all trucks, and for any category or all categories.

This will become clear as we move through the tutorial. For now,

enter a '3' to see the billings for the existing Test Data.

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Now let's return to the Master File menu by entering an 'R'.

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Dallas Truck Maintenance Tracking System



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| Master File Menu and Other Primary Functions |
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|
| A to ADD data--Master file                |
| G to GET/EDIT data--Master file          |
| 1 for Activity file.                      |
| 2 for Search through Service Call data   |
| 3 for Billings reports.                   |
| 4 for Appointments                        |
| 5 for Service Call and Activity reports   |
| 6 for automatically creating future       |
| Activities.                                |
| H for Help.                               |
|
| R to RETURN to prior menu.                |
|-----|
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Category of Maintenance (defaults to ALL): ALL

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Since we now want to add activity records, enter a '1'.

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Dallas Truck Maintenance Tracking System

Activity File



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|
| A to ADD data                              |
| G to GET/EDIT data                          |
|
| 2 for four week/2,899 year universal       |
| calendar [01/01/0100 to 12/31/2999]      |
| H for Help on Activity File                |
|
| R to RETURN to prior menu                  |
|-----|

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| È | 0 |
| | 0 |
| | 0 |
| Category of Maintenance (defaults to ALL): ALL | 0 |
| @27 | 27 |
| A | 0 |
| Enter an 'A' to Add data. | 0 |
| | 0 |
| ————— Dallas Truck Maintenance Tracking System ————— | 0 |
| | 0 |
| | 0 |
| | 0 |
| | 0 |
| License Number for Service Call: | 0 |
| NEW | 0 |
| | 0 |
| Enter the name you want to relate an activity to. | 0 |
| At this screen you have 2 options: to enter the desired name or | 0 |
| to use the 'NEW' designator. 'NEW' should be use only intermittently | 0 |
| and restricted to those who would use this program in your absence. | 0 |
| When entering 'NEW', the program allows an unlimited number of 'NEW' | 0 |
| or unattached activities. These are not related to any records and are | 0 |
| grouped under a 'NEW' heading in the activity reports. | 0 |
| | 0 |
| If you enter a partial word, the program will attempt to find a match. | 0 |
| If more than one partial match is made, you will be prompted for another | 0 |
| entry. | 0 |
| | 0 |
| If you are finished entering records, touch the space bar once to remove | 0 |
| 'NEW', followed by a Return. This will take you back to the prior menu. | 0 |
| | 0 |
| @11 | 11 |
| Since we want to add an activity for the bus 'NBF199', enter 'NBF'. | 0 |
| [you can enter partial IDs] | 0 |
| | 0 |
| @30 | 30 |
| 1 | 0 |
| 7 | 0 |
| 40 | 0 |
| 39 | 0 |
| NBF | 0 |
| @2 | 2 |
| | 0 |
| | 0 |
| | 0 |
| The other identifying numbers for NBF199 are : | 0 |
| | 0 |
| Peterbilt, #362 153K5E7E9ER2G | 0 |

| | |
|--|----|
| | 0 |
| | 0 |
| | 0 |
| | 0 |
| Comments from the Master File about NBF199 : | 0 |
| | 0 |
| | 0 |
| | 0 |
| Cabover model, purchased in 1986 from Peterbilt Truck Sales | 0 |
| 515 N. Loop 12, Dallas, Tx (214) 445-9100, from Tom Dinner | 0 |
| @7 | 7 |
| Once the program determines that a record exists for 'NBF' | 0 |
| it presents to you 2 screens. On the first one is | 0 |
| background information from the master file. You are looking | 0 |
| at it now. It shows all 3 IDs as well as the comments that | 0 |
| you had originally entered. | 0 |
| To see the second screen, enter any key to continue. | 0 |
| | 0 |
| | 0 |
| ----- Dallas Truck Maintenance Tracking System ----- | 0 |
| | 0 |
| | 0 |
| | 0 |
| | 0 |
| Vendor and Model Number: Vehicle ID Number (V.I.N.): | 0 |
| Peterbilt, #362 153K5E7E9ER2G | 0 |
| License Number: NBF199 | 0 |
| Category of Maintenance 1 | 0 |
| | 0 |
| Activity date : 03/06/1987 Time :06:16:17 | 0 |
| | 0 |
| | 0 |
| | 0 |
| | 0 |
| | 0 |
| | 0 |
| | 0 |
| Comments : | 0 |
| | 0 |
| | 0 |
| Date of next Appointment 01/01/1901 | 0 |
| Billings from this activity : 0.00 | 0 |
| @11 | 11 |
| This second screen presents you with a new activity record for the | 0 |
| truck. The program places today's date and time in the record | 0 |
| for you, as well as the detail information from the master record. | 0 |
| You can input up to 3 fields here: Comments (to 200 characters), | 0 |
| Date of next Appointment, and Billings for this activity. | 0 |
| Each of these entries, in turn, will create reports or summaries elsewhere. | 0 |
| For now, let's pretend that you made the following entries: | 0 |
| | 0 |
| @31 | 31 |
| 2 | 0 |

16 0
 13 0
 Vehicle registration today. <===== 0
 20 0
 50 0
 50 <===== 0
 @7 7
 You registered this vehicle today and billed \$50. 0
 Let's continue and add the second record by entering any key. 0
 Let's say that you added a second record for the same truck, NBF199. 0

Dallas Truck Maintenance Tracking System

Vendor and Model Number: Peterbilt, #362 Vehicle ID Number (V.I.N.): 153K5E7E9ER2G 0
 License Number: NBF199 0
 Category of Maintenance 1 0
 Activity date : 03/06/1987 Time :06:20:37 0

Comments : 0

Date of next Appointment 01/01/1901 0
 Billings from this activity : 0.00 0
 @31 31

2 0
 16 0
 13 0
 Paint cab today. <===== 0
 20 0
 50 0
 200 <===== 0
 @7 7
 Observe with this second record that you painted the cab, 0
 and billed \$200. 0
 Now that you are finished adding these two records, enter any key 0
 to return to the Activity File menu. 0

Dallas Truck Maintenance Tracking System

Activity File

| | | |
|---|--|---|
| <div style="background-color: black; width: 100px; height: 1em; margin-bottom: 5px;"></div> | | 0 |
| € | | 0 |
| | | 0 |
| | | 0 |
| | | 0 |
| A to ADD data | | 0 |
| G to GET/EDIT data | | 0 |
| | | 0 |
| | | 0 |
| 2 for four week/2,899 year universal calendar | | 0 |
| [01/01/0100 to 12/31/2999] | | 0 |
| H for Help on Activity File | | 0 |
| | | 0 |
| R to RETURN to prior menu | | 0 |
| | | 0 |
| E | | 0 |

Category of Maintenance (defaults to ALL): ALL

@27

R

Enter an 'R' to return to the prior screen, the Master File Menu.

Dallas Truck Maintenance Tracking System

| | | |
|---|--|---|
| <div style="background-color: black; width: 100px; height: 1em; margin-bottom: 5px;"></div> | | 0 |
| € | | 0 |
| Master File Menu and Other Primary Functions | | 0 |
| | | 0 |
| | | 0 |
| A to ADD data--Master file | | 0 |
| G to GET/EDIT data--Master file | | 0 |
| 1 for Activity file. | | 0 |
| 2 for Search through Service Call data | | 0 |
| 3 for Billings reports. | | 0 |
| 4 for Appointments | | 0 |
| 5 for Service Call and Activity reports | | 0 |
| 6 for automatically creating future Activities. | | 0 |
| H for Help. | | 0 |
| | | 0 |
| R to RETURN to prior menu. | | 0 |
| | | 0 |
| E | | 0 |

Category of Maintenance (defaults to ALL): ALL

@27

R

From this menu, enter an 'R' to return to the Main Program Menu.

| | |
|---|----|
| _____ Maintenance and Service Call Activity Tracking System _____ | 0 |
| ACS | 0 |
| Main Program Menu | 0 |
| | 0 |
| | 0 |
| [03/06/87 Please Choose One 06:51:56] | 0 |
| | 0 |
| | 0 |
| 1) Master file options | 0 |
| | 0 |
| 2) Other Options | 0 |
| | 0 |
| 3) Select Category | 0 |
| | 0 |
| X) Exit System | 0 |
| | 0 |
| Category of Maintenance: ALL | 0 |
| @27 | 27 |
| X | 0 |
| Enter an 'X' to exit the program | 0 |
| | 0 |
| @6 | 6 |
| This concludes Chapter 5. | 0 |
| | 0 |
| @5 | 5 |
| | 0 |

T1,N,2,0