

IES Client(Q) v8.24 : My IES

Help Submit Quit Functions Commands

GENERAL LEDGER MASTER

Account Key [Open New Account](#)

Ledger Account [Acct Detail](#)

Transaction Status [Save](#)

*Description

Managed Currency LOCAL R

Current Month	0.00
Balance YTD	0.00
Physical Resource	
Phys Current	0.00
Phys YTD	0.00
KPI Type	
Kpi Current	0.00
Kpi YTD	0.00

Account Type

Financial Cycle [Data Driven Movement](#)

Proj or Co

Inc/Exp or BalSheet not indicated

Last Upd By

Last Upd

[History](#)

[Delete this Acct](#)

[Change Currency](#)

[Change Acct Type](#)

income / expense vs budget

1.0 0.8 0.6 0.4 0.2 0.0

Jan 2010 Feb 2010 Mar 2010 Apr 2010 May 2010 Jun 2010 Jul 2010 Aug 2010 Sep 2010 Oct 2010 Nov 2010 Dec 2010

1.0 0.8 0.6 0.4 0.2 0.0

■ i/e

■ buc

See E

Slide 1

Slide notes: While we work with IES, we naturally and frequently use data lookups to find values and data records. There are some general guidelines that are useful to know. For example, intuitive and automatic searching is invoked by typing some value we are looking for.

IES Client(Q) v8.24 : My IES

Help Submit Quit Functions Commands

GENERAL LEDGER MASTER

Account Key: [Open New Account](#)

Ledger Account: [Acct Detail](#)

*Description:

Managed Currency: LOCAL R

Current Month:

Balance YTD:

Physical Resource:

Phys Current:

Phys YTD:

KPI Type:

Kpi Current:

Kpi YTD:

Transaction Status: [Save](#)

Account Type:

Financial Cycle: [Date Driven Movement](#)

Proj or Co:

Inc/Exp or BalSheet: [History](#)

Last Upd By:

Last Upd: [Delete this Acct](#)

[Change Currency](#)

[Change Acct Type](#)

Income / expense vs budget

1.0 0.8 0.6 0.4 0.2 0.0

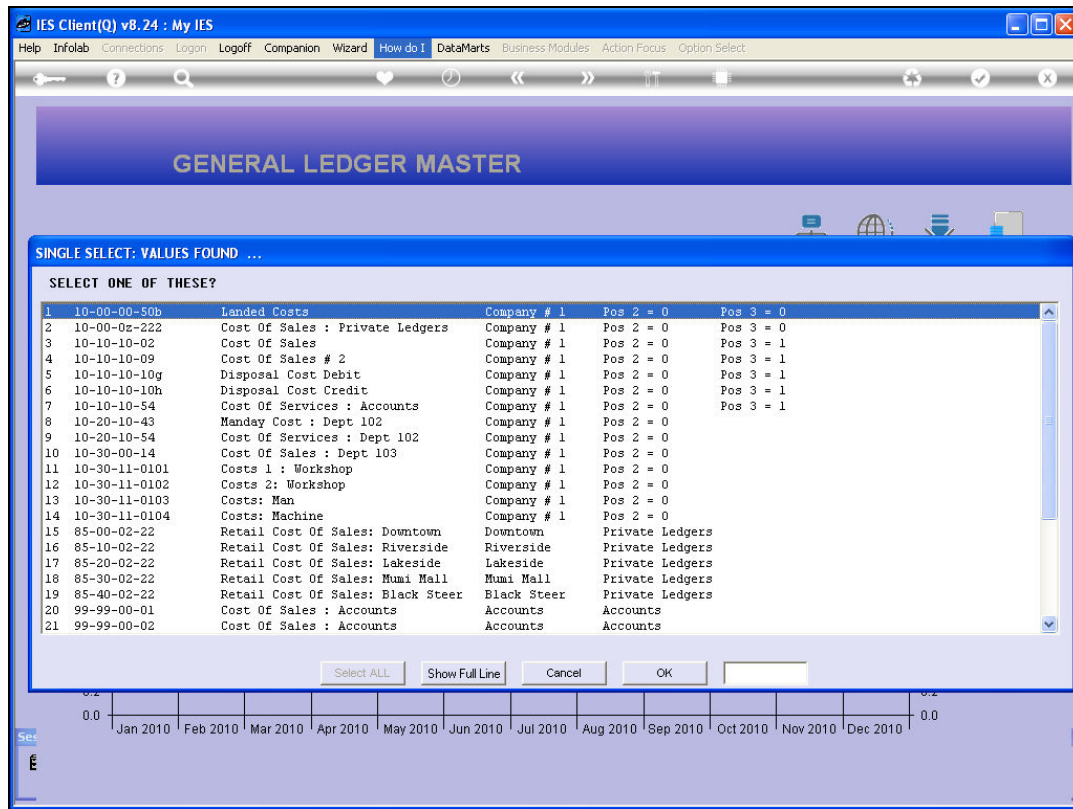
Jan 2010 Feb 2010 Mar 2010 Apr 2010 May 2010 Jun 2010 Jul 2010 Aug 2010 Sep 2010 Oct 2010 Nov 2010 Dec 2010

1.0 0.8 0.6 0.4 0.2 0.0

ie buc

Slide 2

Slide notes: In this example we are attempting to find Ledger Accounts that include the value "cost" in the Account Name, and alternatively we could also type a part of the Account Code.



Slide 3

Slide notes: The system responds with a list of Accounts, and they all include the word "cost" somewhere in the name.

IES Client(Q) v8.24 : My IES

Help Submit Quit Functions Commands

GENERAL LEDGER MASTER

Account Key [Open New Account](#)

Ledger Account [Acct Detail](#)

*Description

Managed Currency LOCAL R

Current Month 0.00

Balance YTD 0.00

Physical Resource

Phys Current 0.00

Phys YTD 0.00

KPI Type

Kpi Current 0.00

Kpi YTD 0.00

Transaction Status [Save](#)

Account Type

Financial Cycle [Date Driven Movement](#)

Proj or Co

Inc/Exp or BalSheet not indicated

Last Upd By

Last Upd

[History](#)

[Delete this Acct](#)

[Change Currency](#)

[Change Acct Type](#)

Income / expense vs budget

1.0 0.8 0.6 0.4 0.2 0.0

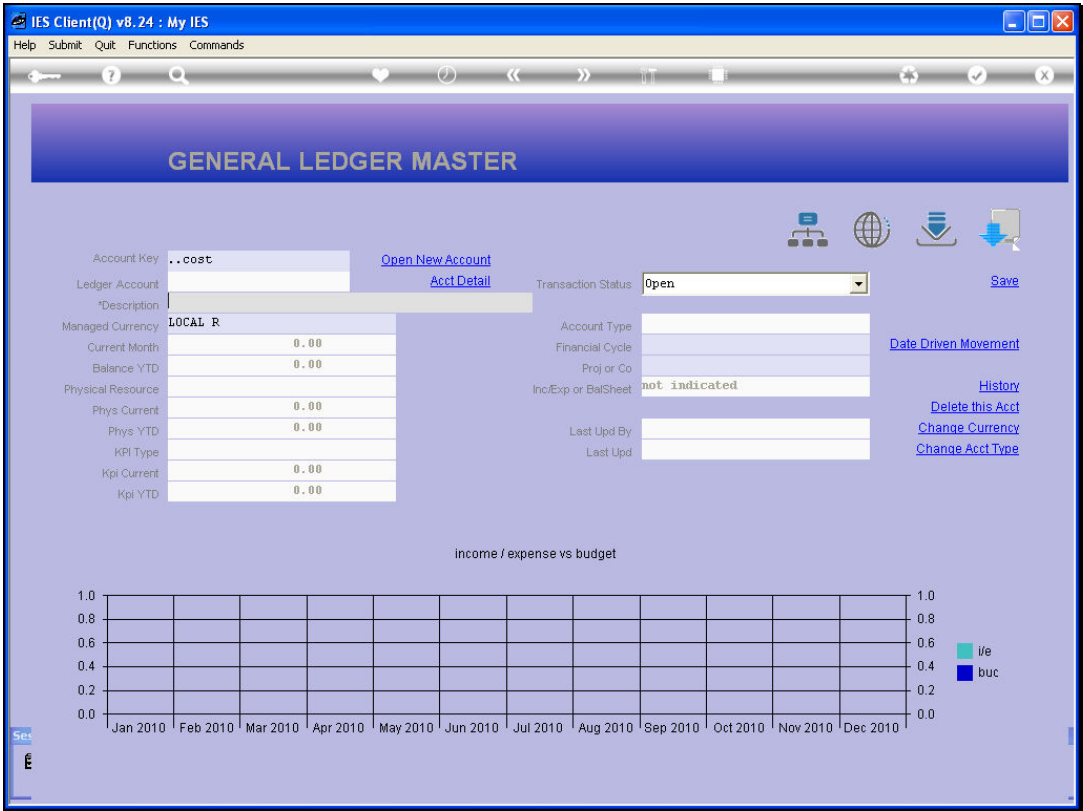
Jan 2010 Feb 2010 Mar 2010 Apr 2010 May 2010 Jun 2010 Jul 2010 Aug 2010 Sep 2010 Oct 2010 Nov 2010 Dec 2010

1.0 0.8 0.6 0.4 0.2 0.0

ie buc

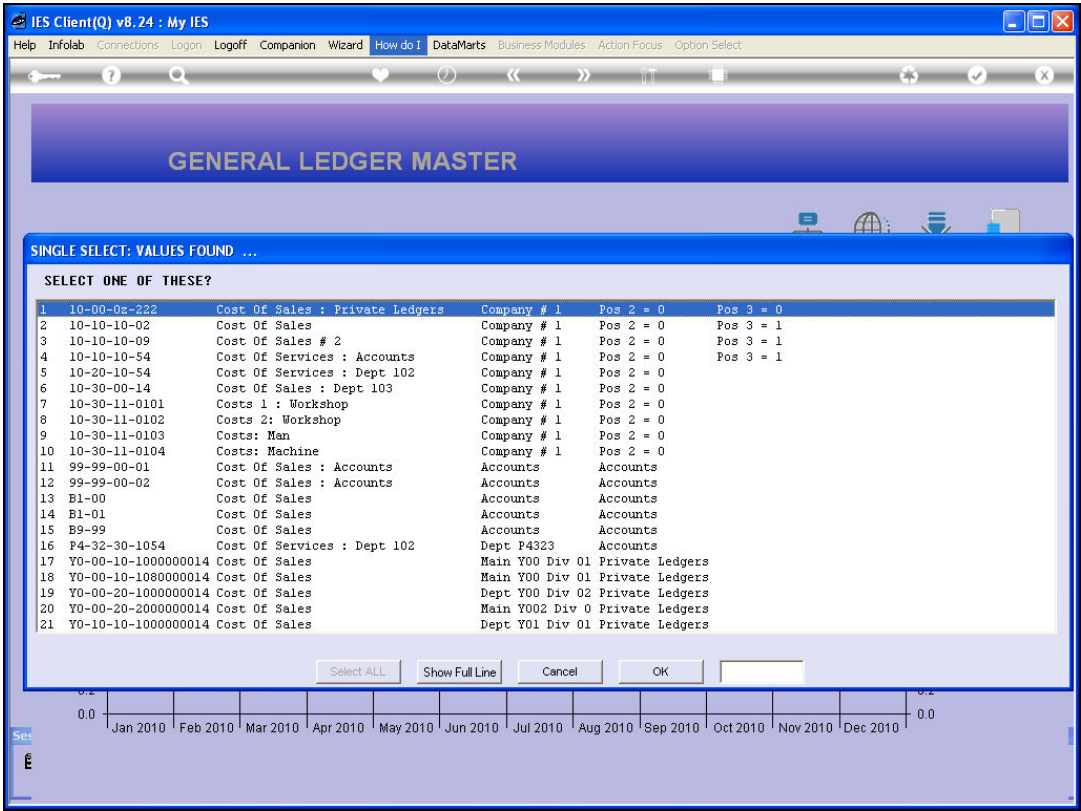
Slide 4

Slide notes: Then again, if we type "..cost", we are telling the system to find only Accounts where the name STARTS WITH "cost".

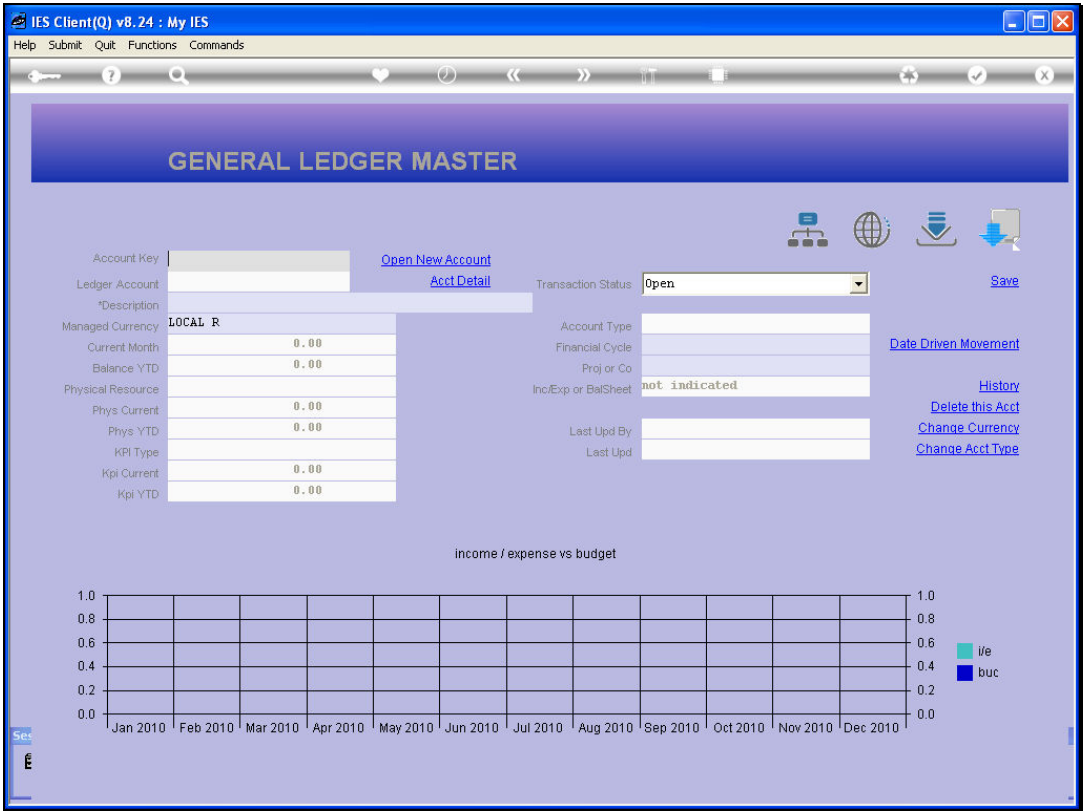


Slide 5

Slide notes:

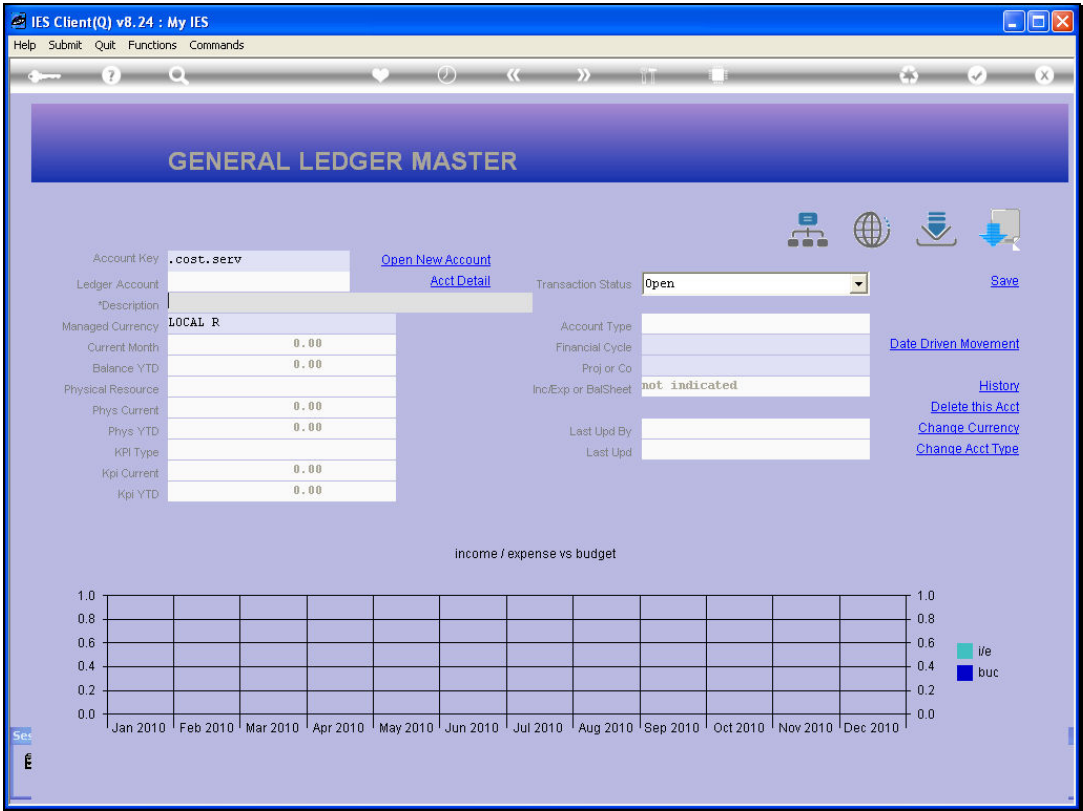


Slide 6
Slide notes: And the results show exactly that.



Slide 7

Slide notes: We can also use the dot as an "AND" rule, so '.cost.serv' will find only Accounts where the Name includes both "cost" and "serv".



Slide 8

Slide notes:

IES Client(Q) v8.24 : My IES

Help Infobab Connections Logon Logoff Companion Wizard How do I DataMarts Business Modules Action Focus Option Select

GENERAL LEDGER MASTER

Account Key: cost.serv [Open New Account](#)

Ledger Account: [Acct Detail](#)

*Description: LOCAL R

Managed Currency: 0.00

Current Month: 0.00

Balance YTD: 0.00

Transaction Status: Open [Save](#)

Account Type: [Date Driven Movement](#)

Financial Cycle: [Date Driven Movement](#)

Proj or Co:

SINGLE SELECT: VALUES FOUND ...

SELECT ONE OF THESE?

1	10-10-10-54	Cost Of Services : Accounts	Company # 1	Pos 2 = 0	Pos 3 = 1
2	10-20-10-54	Cost Of Services : Dept 102	Company # 1	Pos 2 = 0	
3	P4-32-30-1054	Cost Of Services : Dept 102	Dept P4323	Accounts	

Select ALL Show Full Line Cancel OK

Income / expense vs budget

1.0 0.8 0.6 0.4 0.2 0.0

Jan 2010 Feb 2010 Mar 2010 Apr 2010 May 2010 Jun 2010 Jul 2010 Aug 2010 Sep 2010 Oct 2010 Nov 2010 Dec 2010

1.0 0.8 0.6 0.4 0.2 0.0

ie buc

Slide 9

Slide notes: And here is the result. We note that the Ledger Accounts are used only as an example, and the same principle applies on many other screens in the system.



Slide 10

Slide notes:

IES Client(Q) v8.24 : My IES

Help Submit Quit Functions Commands

GENERAL LEDGER MASTER

Account Key [Open New Account](#)

Ledger Account [Lookup ?](#) [Recent Values](#) [Acct Detail](#)

*Description

Managed Currency LOCAL R

Current Month 0.00

Balance YTD 0.00

Physical Resource

Phys Current 0.00

Phys YTD 0.00

KPI Type

Kpi Current 0.00

Kpi YTD 0.00

Transaction Status Open [Save](#)

Account Type

Financial Cycle [Date Driven Movement](#)

Proj or Co

Inc/Exp or BalSheet not indicated [History](#)

Last Upd By

Last Upd [Delete this Acct](#) [Change Currency](#) [Change Acct Type](#)

Income / expense vs budget

1.0 0.8 0.6 0.4 0.2 0.0

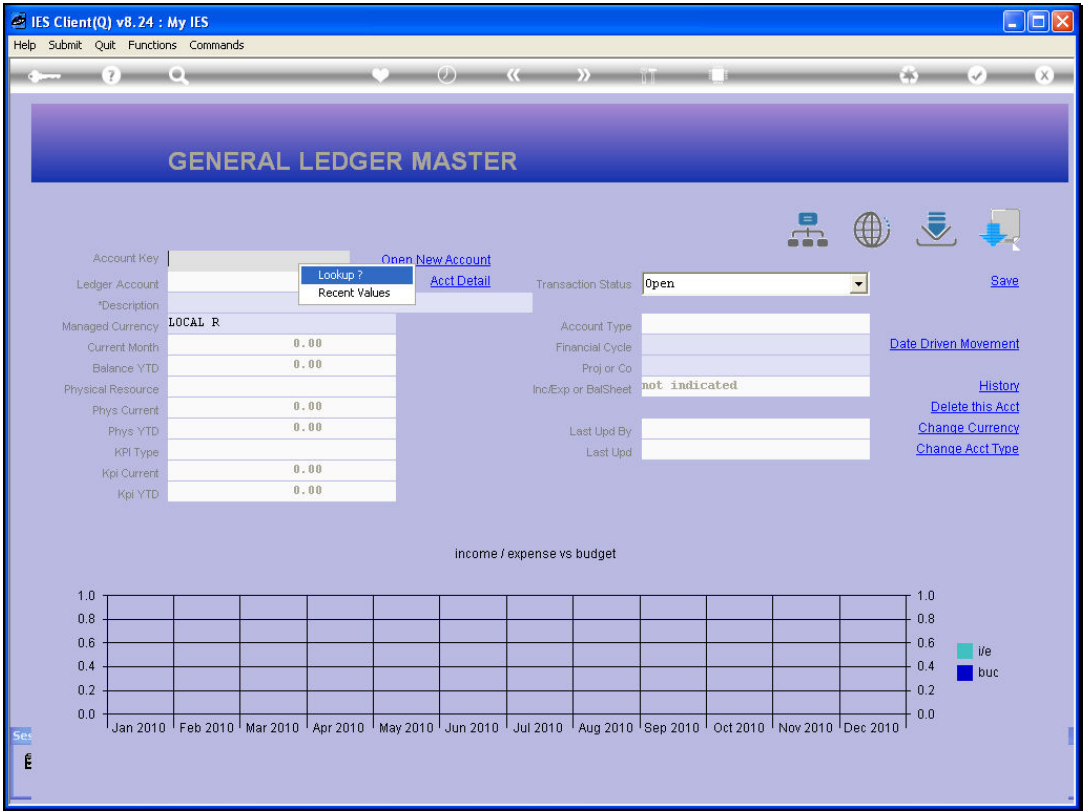
Jan 2010 Feb 2010 Mar 2010 Apr 2010 May 2010 Jun 2010 Jul 2010 Aug 2010 Sep 2010 Oct 2010 Nov 2010 Dec 2010

1.0 0.8 0.6 0.4 0.2 0.0

ie buc

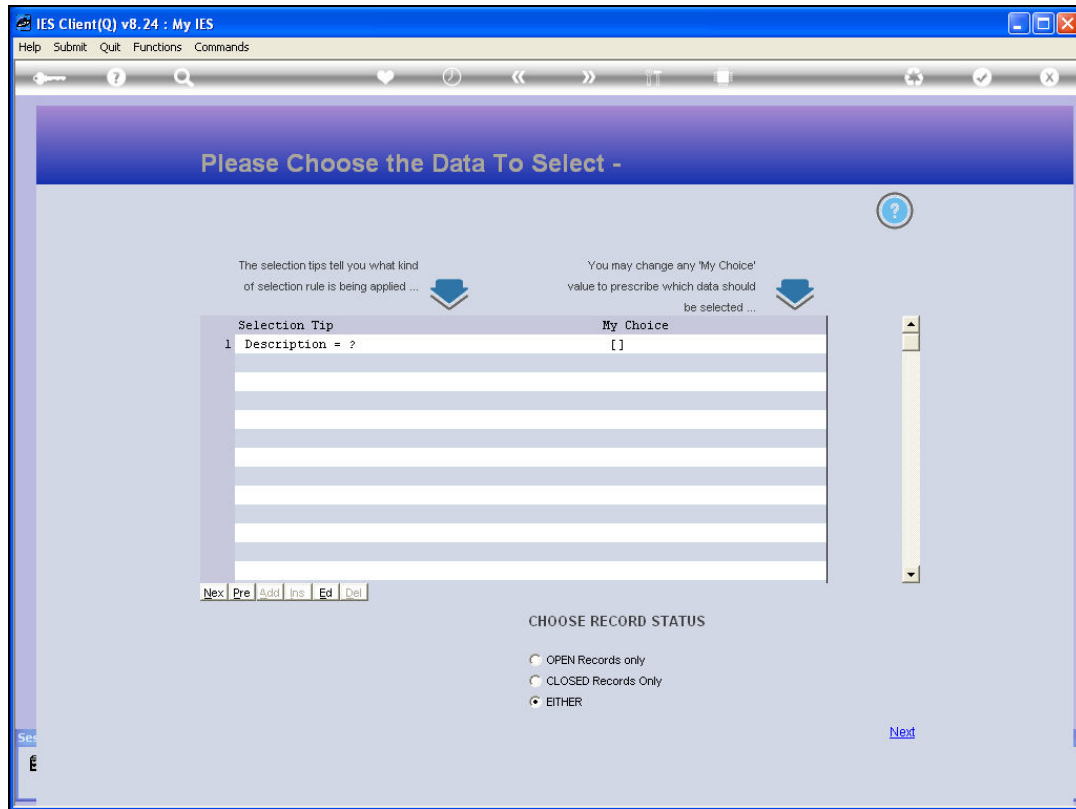
Slide 11

Slide notes: The Lookup function comes with more options though. We can also dbl-click the field to invoke the general lookup function, or press F2, or choose the Lookup icon - all of these actions will invoke the lookup function.



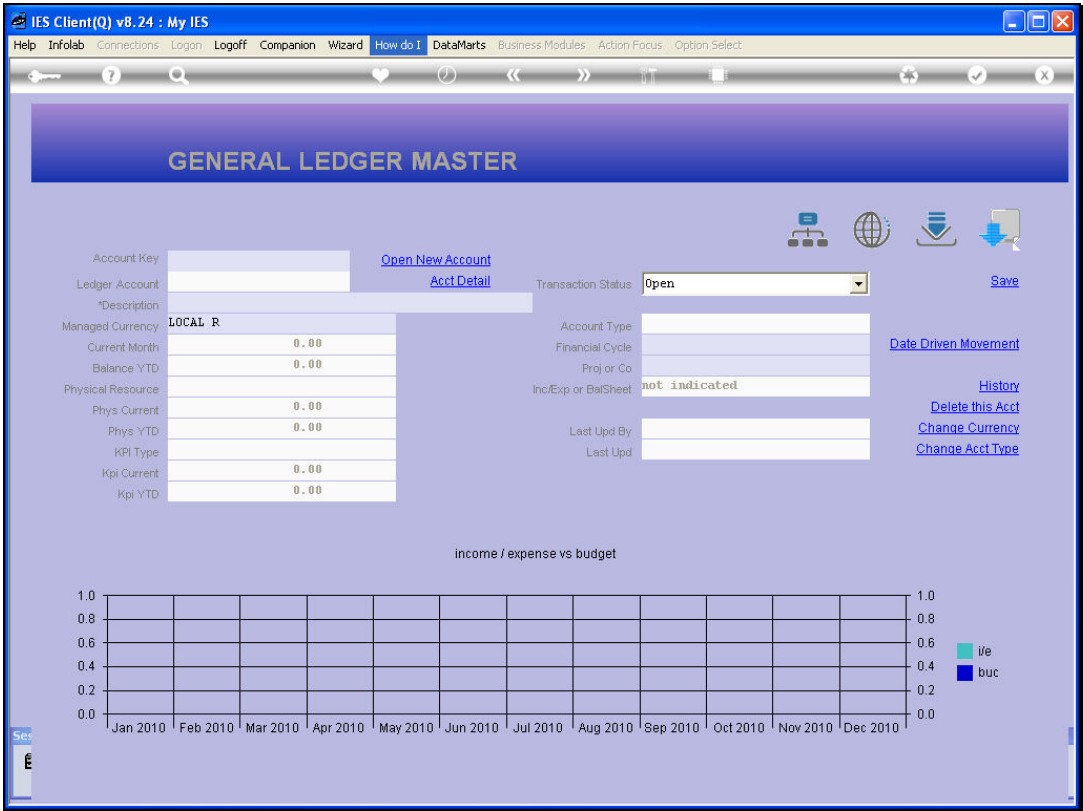
Slide 12

Slide notes:



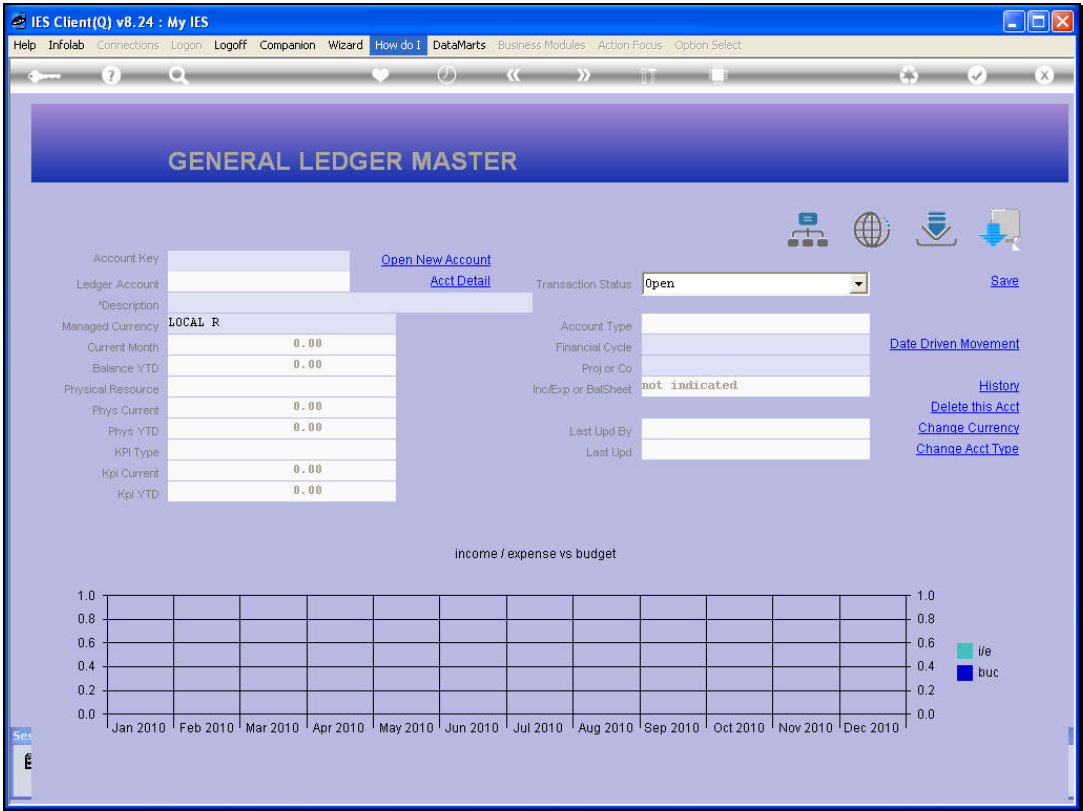
Slide 13

Slide notes: The lookup function can result in an immediate list of Items to select from, or it can start with a Criteria Screen. A criteria screen always have defaults, so we can just choose NEXT. However, it is an opportunity also to fine-tune the search and we can replace the wildcards with a specific value to search for if we want.



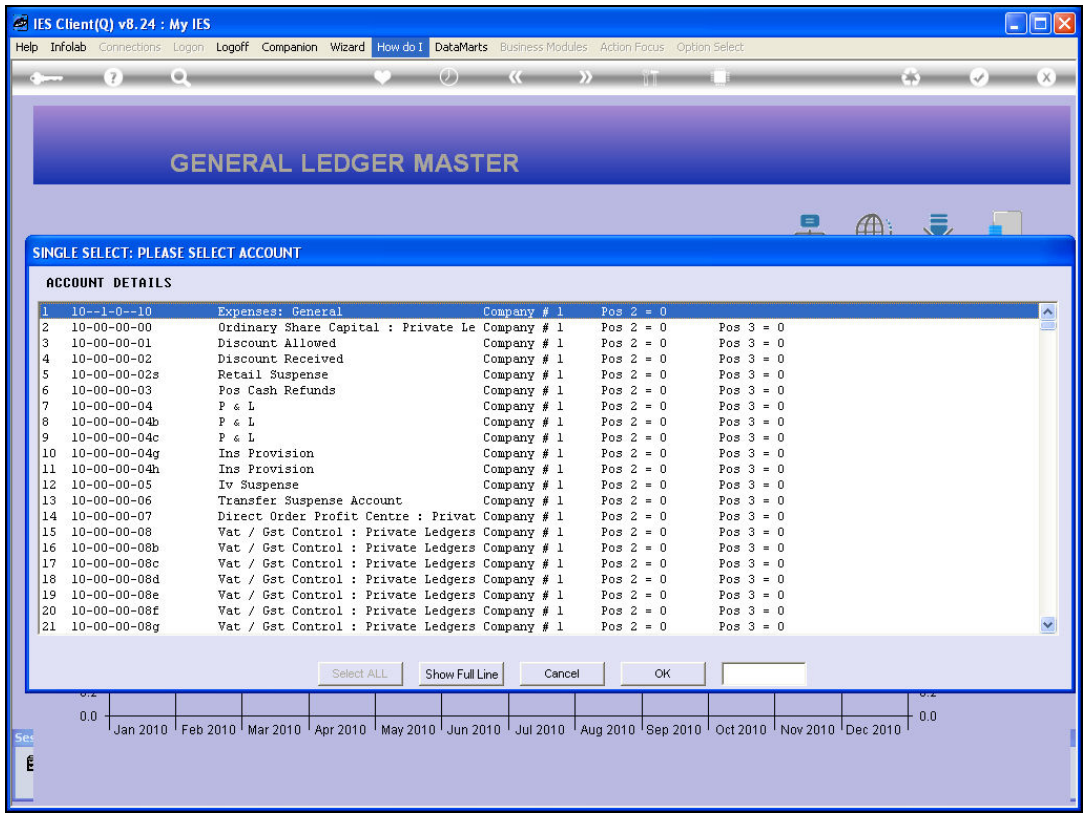
Slide 14

Slide notes:



Slide 15

Slide notes:



Slide 16
Slide notes: Now we can just select an Account from the list.

Slide notes: Here is another example, and this time we are using a lookup on the Jobs Master.

IES Client(Q) v8.24 : My IES

Help Submit Quit Functions Commands

1 Main2 Intelligence3 Budgets

JOB MASTER

Job Key

Job Account

Description

Job Type

Lookup ?

Recent Values

Inherit

Internal Management

Open/Closed

Date Opened

Date Closed

Report Group

Department

Order Charges

OPEN

06/01/2010

def

Accept Manufacture Re-Charges ?

Use A Meter ?

Meter Rolls @

Period Max

Meter Unit

0

0

km

Customer Order Reference

Cust Order No

Directive

Last Upd By

Last Upd

Cost Type Processing

Cost Types

Auto Debit

Auto Credit

1

Ledger Allocation

Forced Debits

Forced Credits

1

1

Work Notes

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Slide notes:

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IES Client(Q) v8.24 : My IES

Help Submit Quit Functions Commands

1 Main2 Intelligence3 Budgets

JOB MASTER

Job Key

Job Account

Description

Job Type

Lookup ?

Recent Values

Inherit

Internal Management

Open/Closed

Date Opened

Date Closed

Report Group

Department

Order Charges

OPEN

06/01/2010

def

Accept Manufacture Re-Charges ?

Use A Meter?

Meter Rolls @

Period Max

Meter Unit

0

0

km

Customer Order Reference

Cust Order No

Directive

Last Upd By

Last Upd

Cost Type Processing

Cost Types

Auto Debit

Auto Credit

1

Ledger Allocation

Forced Debits

Forced Credits

1

1

Work Notes

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Slide notes:

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The screenshot displays the IES Client v8.24 interface. The main window has a menu bar with options: Help, Infobase, Connections, Logon, Logoff, Companion, Wizard, How do I, DataMarts, Business Modules, Action Focus, and Option Select. Below the menu is a toolbar with various icons. The main content area is titled "JOB MASTER" and contains several sections:

- Job Key:** Fields for Job Account, Description, and Job Type.
- Internal Management:** Fields for Open/Closed (OPEN), Date Opened (06/01/2010), Date Closed, Report Group (def), Department, and Order Charges.
- Cost Type Processing:** A table with columns: Cost Types, Auto Debit, and Auto Credit. It contains one row with "1" in the Cost Types column.
- Customer Order Reference:** Fields for Cust Order No and Directive.
- Work Notes:** A large text area for notes.
- Other fields:** Meter Rolls @ (0), Period Max (0), Meter Unit (km), and Last Upd By / Last Upd.

A modal dialog box is open in the center, titled "SINGLE SELECT: PLEASE CHOOSE DATA SELECTOR TO USE". It contains a list with two options:

- 1 With Key Pattern
- 2 With Description = ?

The dialog has buttons for "Select ALL", "Show Full Line", "Cancel", and "OK".

Slide 20

Slide notes: In this case, the lookup has multiple methods that we can choose from. So our 1st step is to choose whether we will search by Key or by Description. Depending on the choice we make, that will lead to the criteria screen and the options that we will have there.

IES Client(Q) v8.24 : My IES

Help Infolab Connections Logon Logoff Companion Wizard How do I DataMarts Business Modules Action Focus Option Select

1 Main 2 Intelligence 3 Budgets

JOB MASTER

Job Key:
Job Account:
Description:
Job Type: [Inherit](#)

Internal Management
Open/Closed: OPEN
Date Opened: 06/01/2010
Date Closed:
Report Group: def
Department:
Order Charges:

☐ Accept Manufacture Re-Charges ?
☐ Use A Meter?

Meter Rolls @ 0
Period Max: 0
Meter Unit: km

Customer Order Reference
Cust Order No:
Directive:

Cost Type Processing
Cost Types: 1
Auto Debit:
Auto Credit:

SINGLE SELECT: PLEASE CHOOSE DATA SELECTOR TO USE
CHOOSE ONLY 1 ...
1 With Key Pattern
2 With Description = ?
[Select ALL](#) [Show Full Line](#) [Cancel](#) [OK](#)

[Select](#)

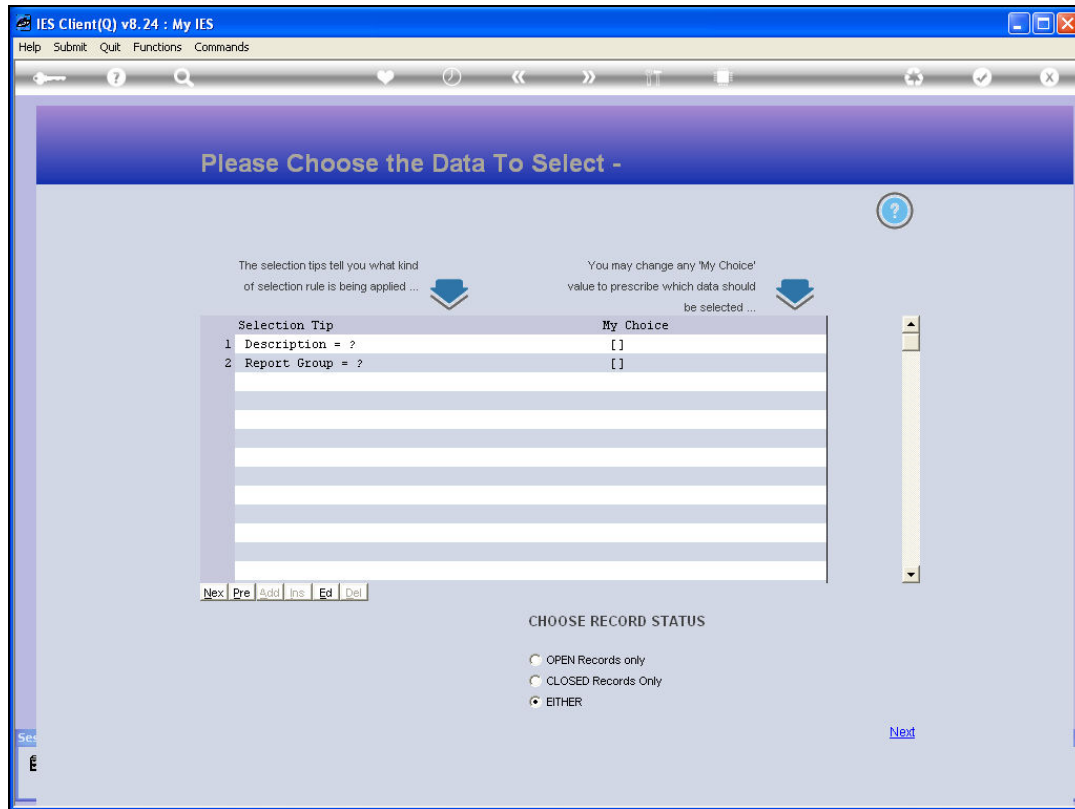
Forced Credits:

Work Notes:

Last Upd By:
Last Upd:

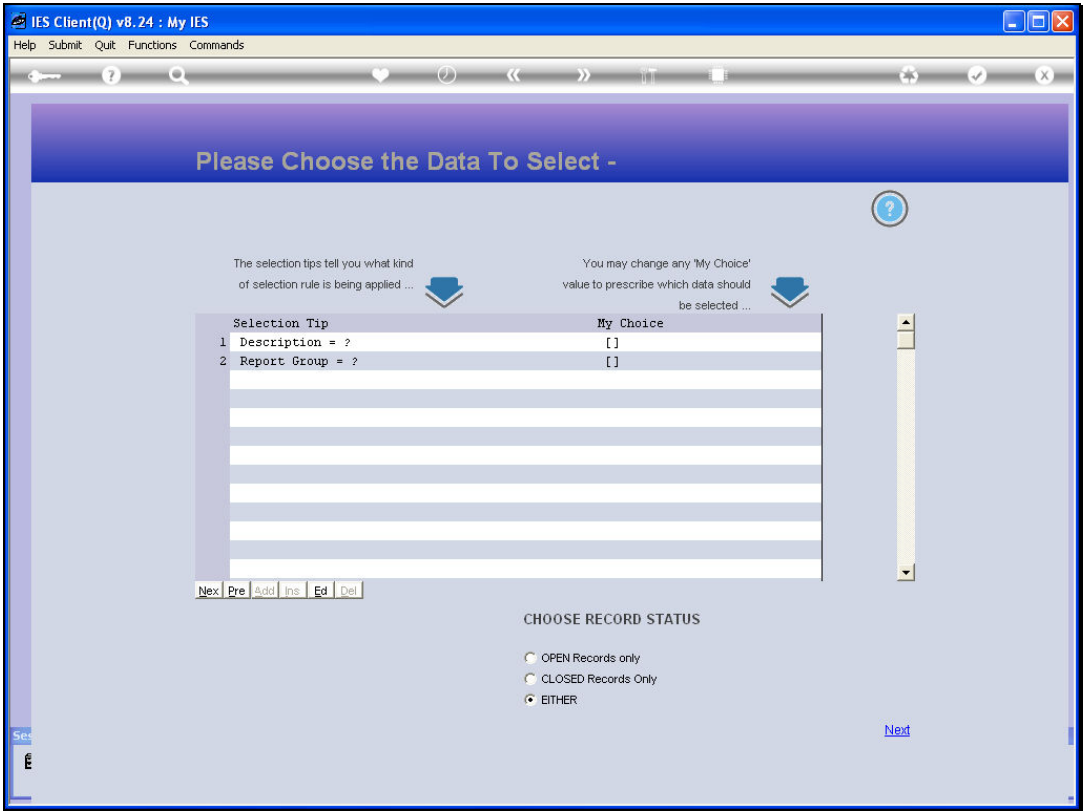
Slide 21

Slide notes:

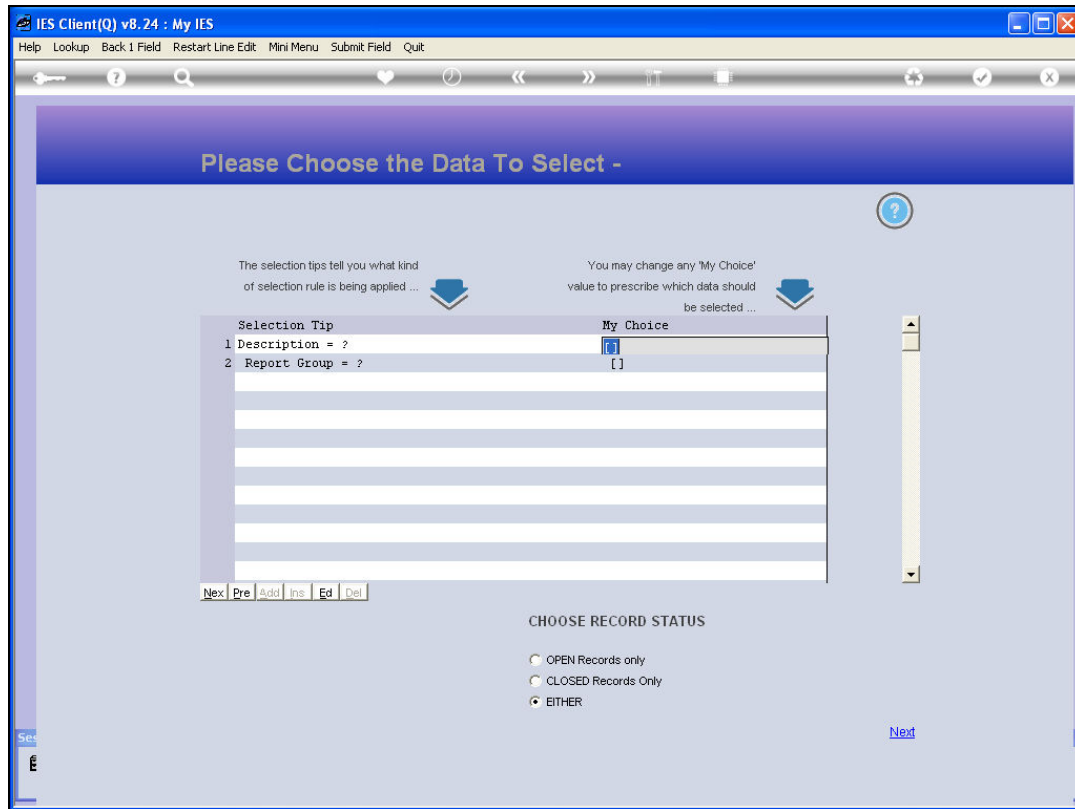


Slide 22

Slide notes: Since we have selected the DESCRIPTION method, we can now specify a specific word to look for in the description of the Jobs, in order to find the correct one.

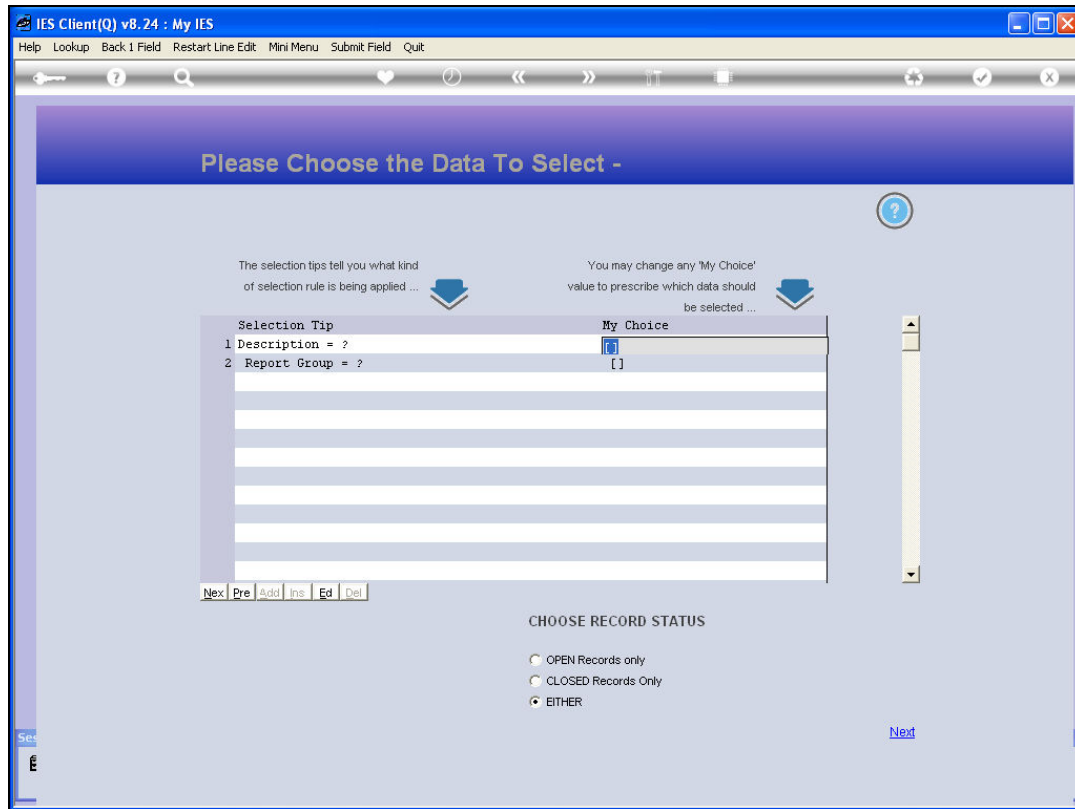


Slide 23
Slide notes:



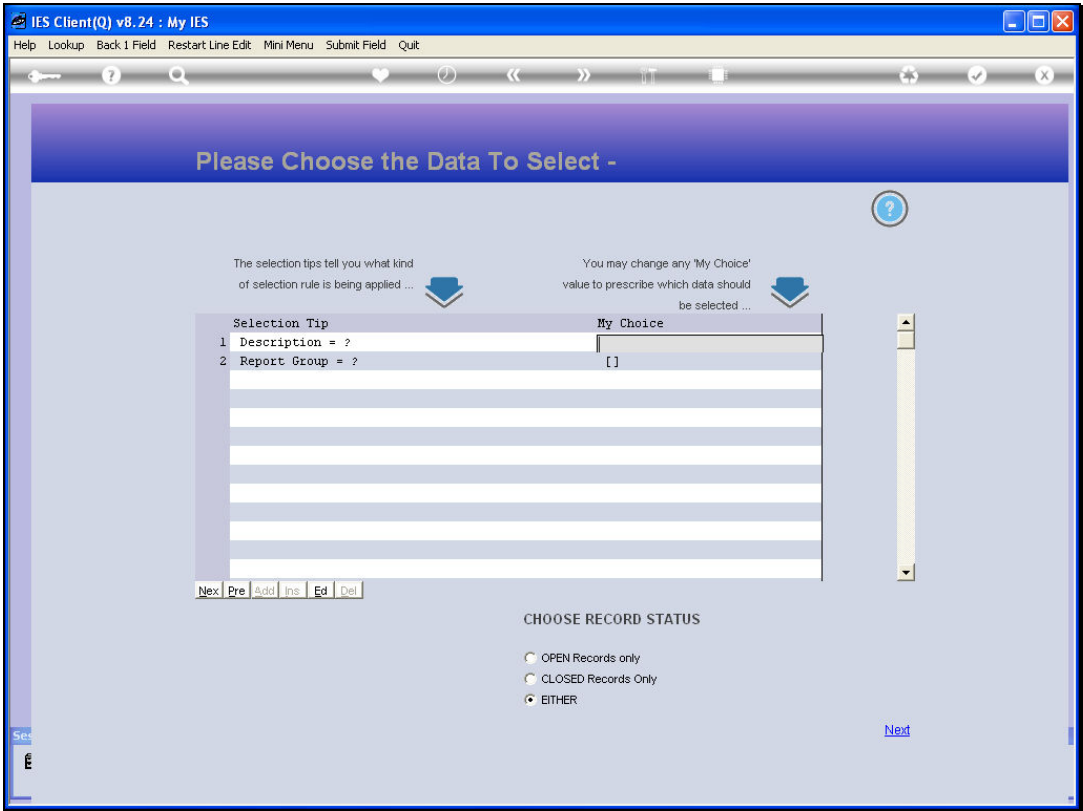
Slide 24

Slide notes:

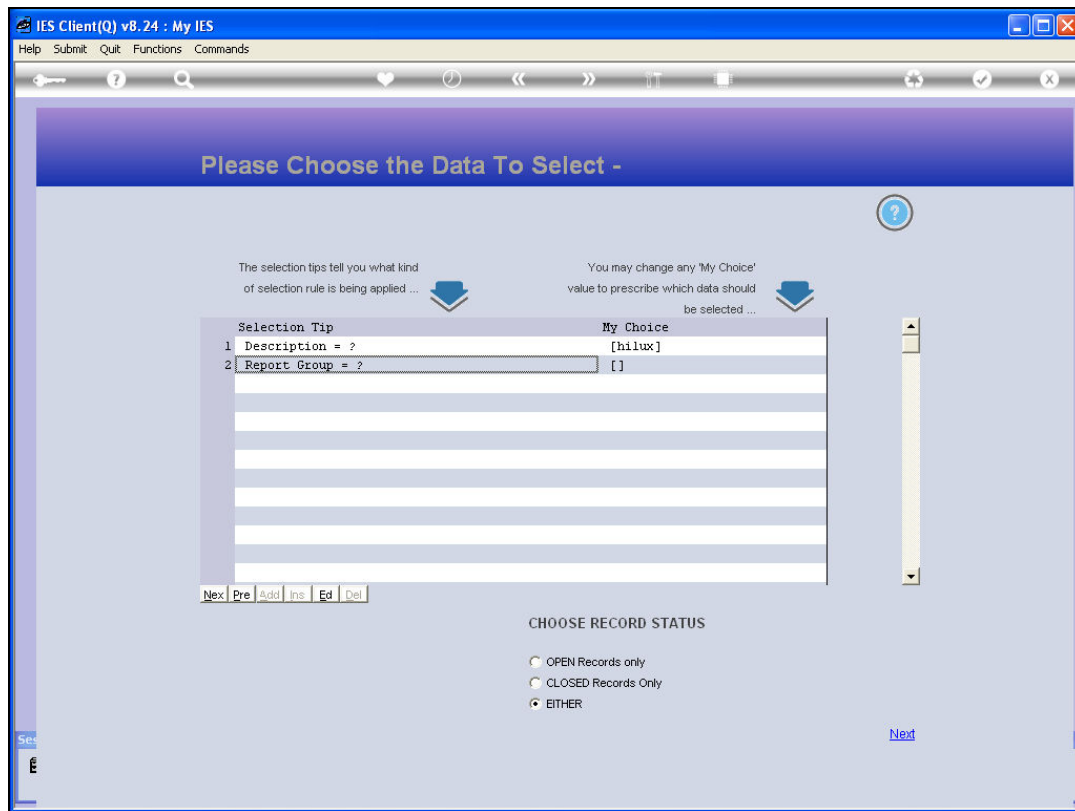


Slide 25

Slide notes:

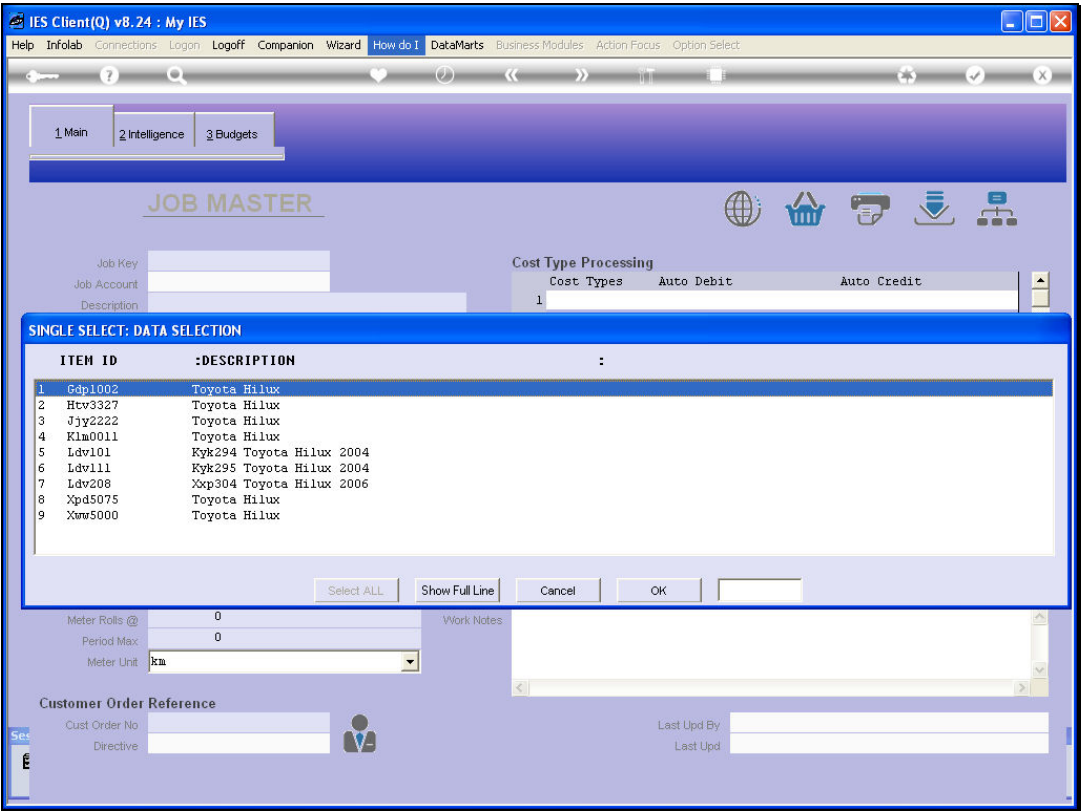


Slide 26
Slide notes:



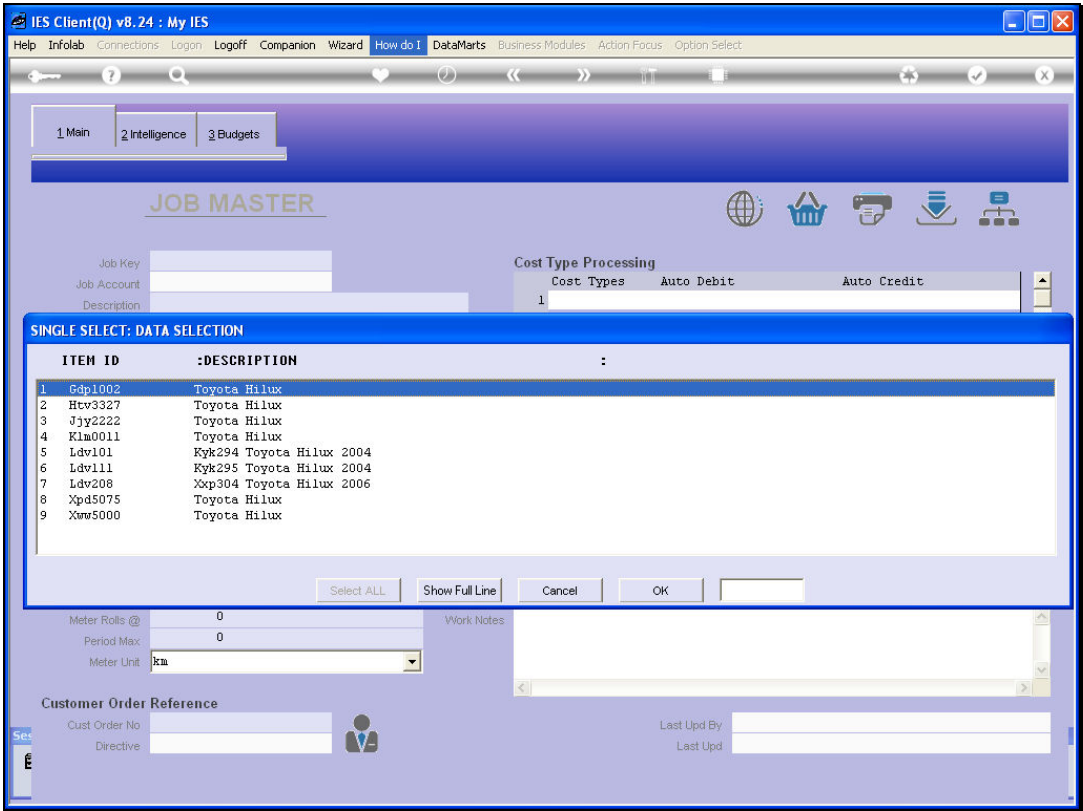
Slide 27

Slide notes: By specifying "hilux" within the wildcards, we can expect a result where Jobs with the word "hilux" in the name will be produced.



Slide 28

Slide notes: And that is exactly what we get.



Slide 29
Slide notes:

IES Client(Q) v8.24 : My IES

Help Submit Quit Functions Commands

1 Main2 Intelligence3 Budgets

JOB MASTER

Job KeyKLM0011

Job Account

Description

Job Type

Internal Management

Open/ClosedOPEN

Date Opened06/01/2010

Date Closed

Report Groupdef

Department

Order Charges

Accept Manufacture Re-Charges ?

Use A Meter?

Meter Rolls @0

Period Max0

Meter Unitkm

Customer Order Reference

Cust Order No

Directive

Cost Type Processing

Cost Types

Auto Debit

Auto Credit

1

Ledger Allocation

Forced Debits

Forced Credits

1

1

Work Notes

Last Upd By

Last Upd

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Slide notes:

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IES Client(Q) v8.24 : My IES

Help Submit Quit Functions Commands

1 Main2 Intelligence3 Budgets

JOB MASTER

Job KeyKLM0011

Job AccountKLM0011

DescriptionTOYOTA HILUX

Job TypeLDV LDV'S

Internal Management

Open/ClosedOPEN

Date Opened29/11/2004

Date Closed

Report GroupLDV

Department109 FLEET OPERATIONS

Order Charges10-90-00-65 FLEET EXPENSES

☐ Accept Manufacture Re-Charges ?

☐ Use A Meter?

Meter Rolls @0

Period Max0

Meter UnitKM

Customer Order Reference

Cust Order No

Directive

Cost Type Processing

Cost Types	Auto Debit	Auto Credit
1 APD Direct 0	10-10-10-10 HAULAGE	10-10-10-20 DIRECT S
2 LAB Labor	10-10-10-10 HAULAGE	10-10-10-20 DIRECT S
3 MAT Material	10-10-10-10 HAULAGE	10-10-10-20 DIRECT S
4 INS Insuranc	10-10-10-10 HAULAGE	10-10-10-20 DIRECT S
5 FUE Fuel	10-10-10-10 HAULAGE	10-10-10-20 DIRECT S

Ledger Allocation

Forced Debits

1

Forced Credits

1

Work Notes

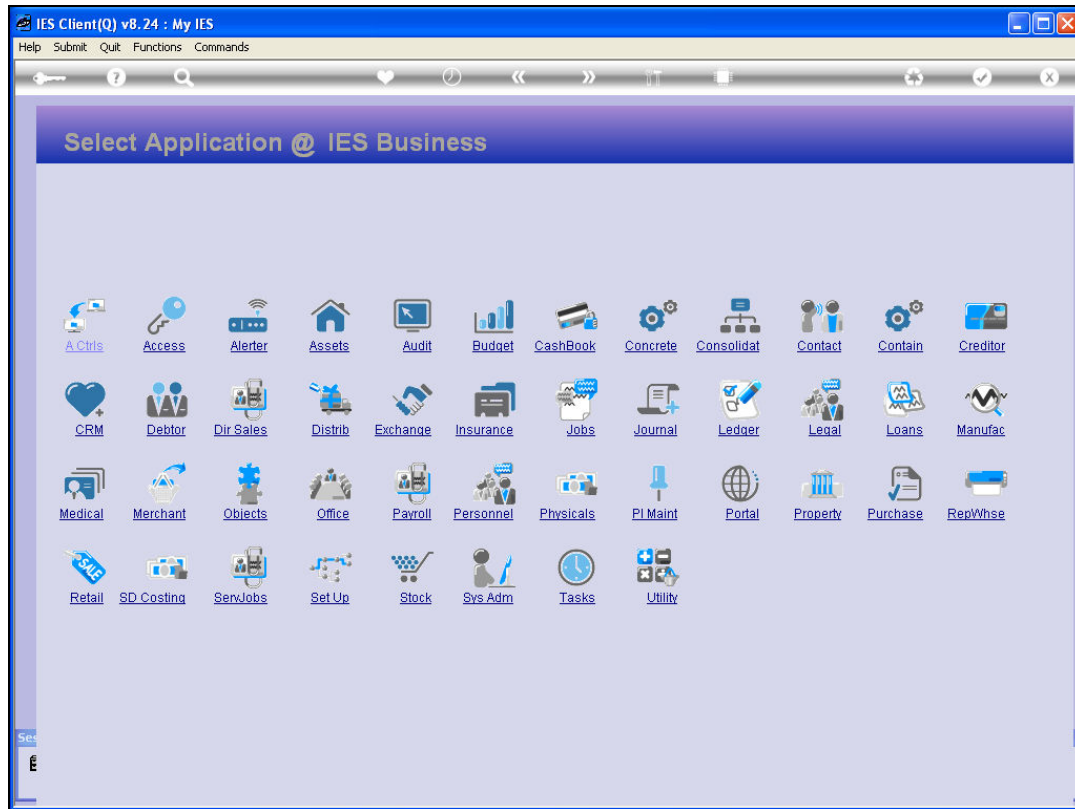
Last Upd ByTerry

Last Upd23/05/2008

Slide 31

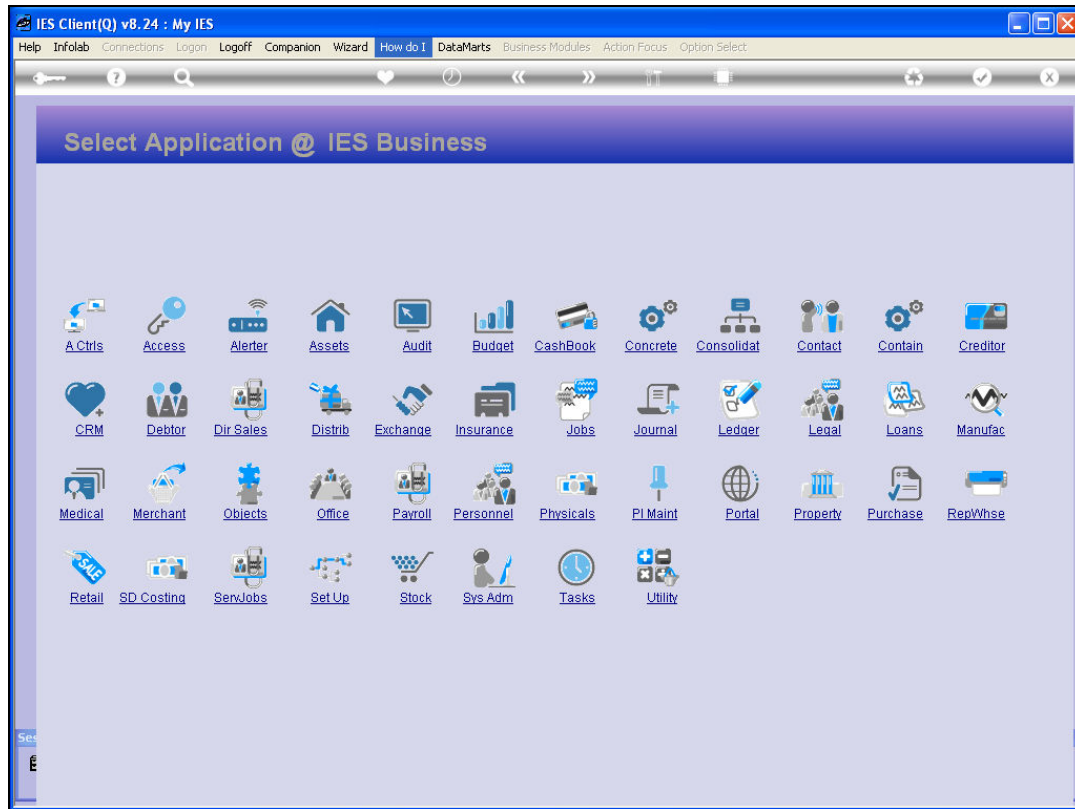
Slide notes:

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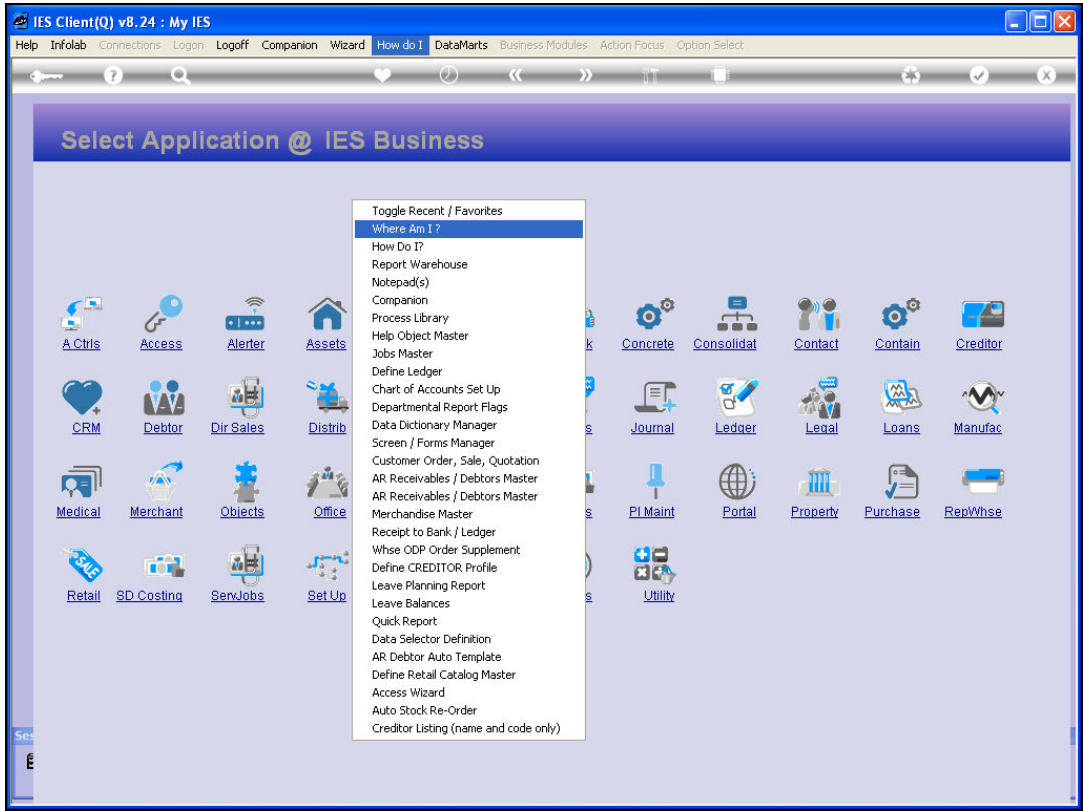
Slide 32

Slide notes: To find out more about how to use wildcards in data selection, and also the general guidelines for intuitive searching, we can use the "How do I" function.

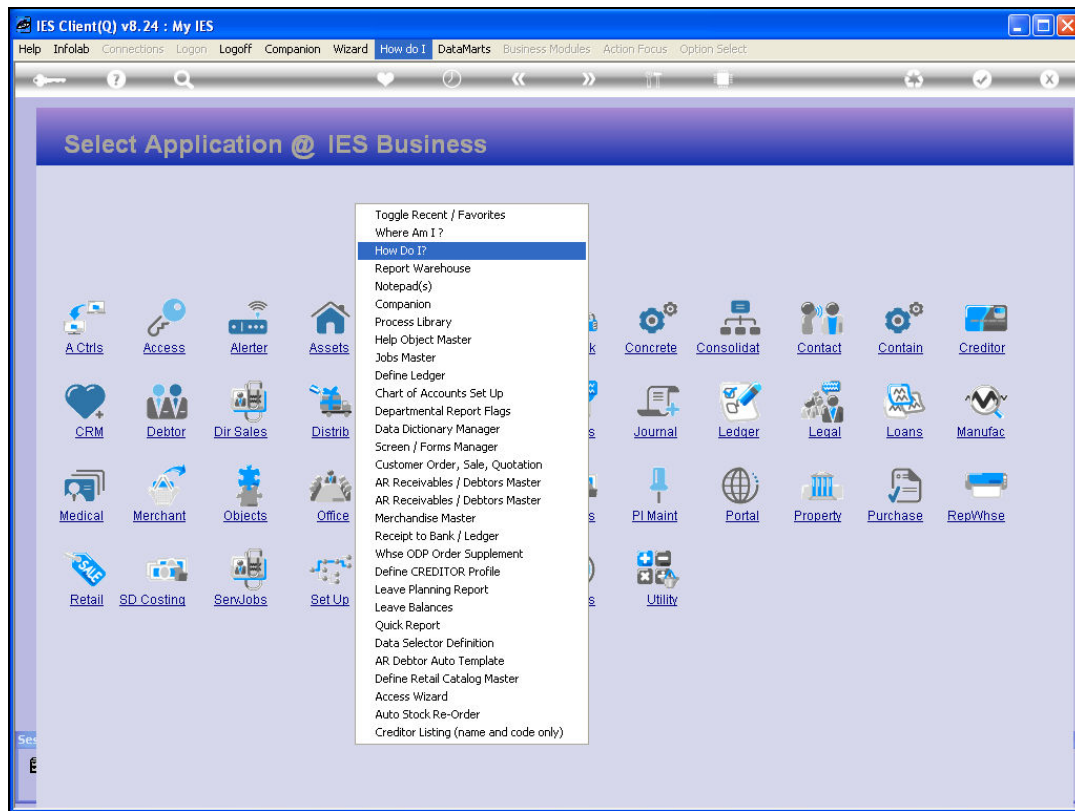


Slide 33

Slide notes:

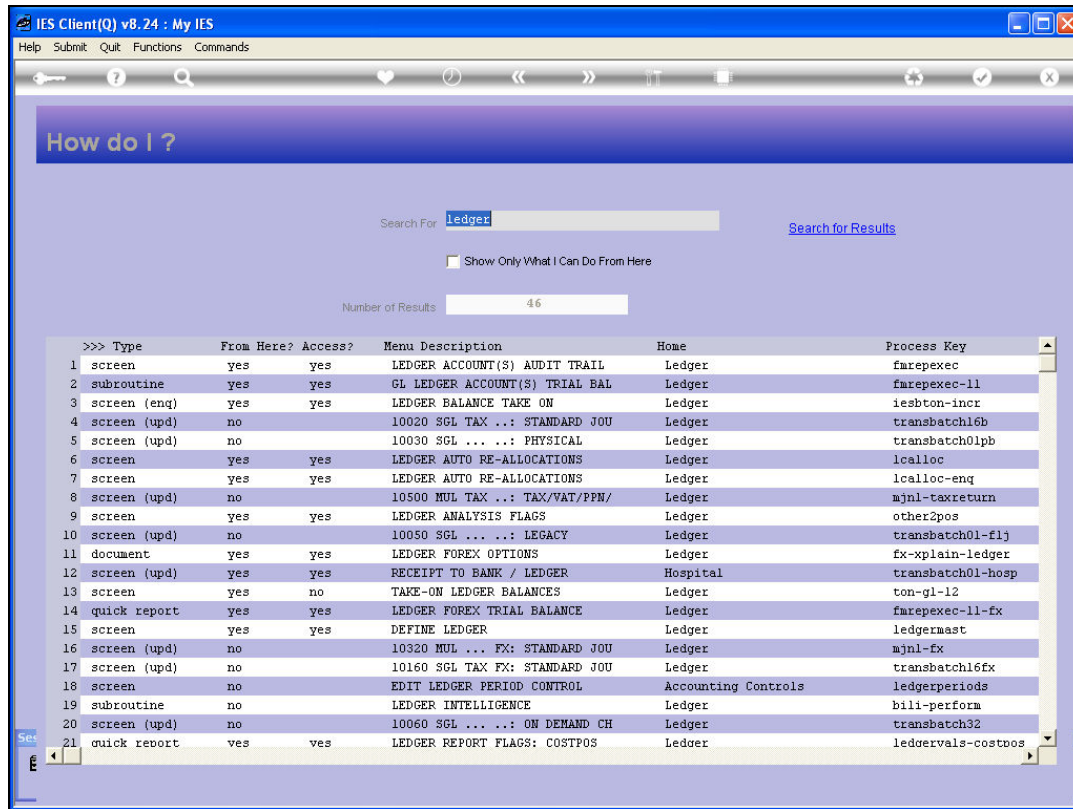


Slide 34
Slide notes:



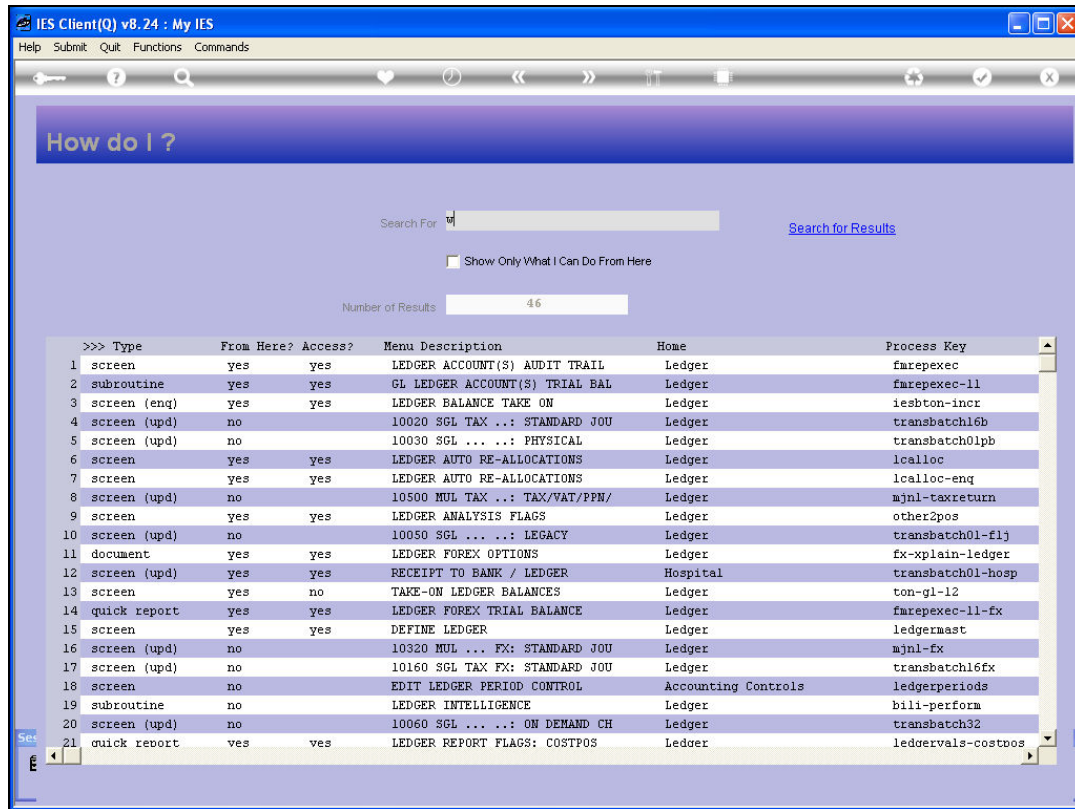
Slide 35

Slide notes:



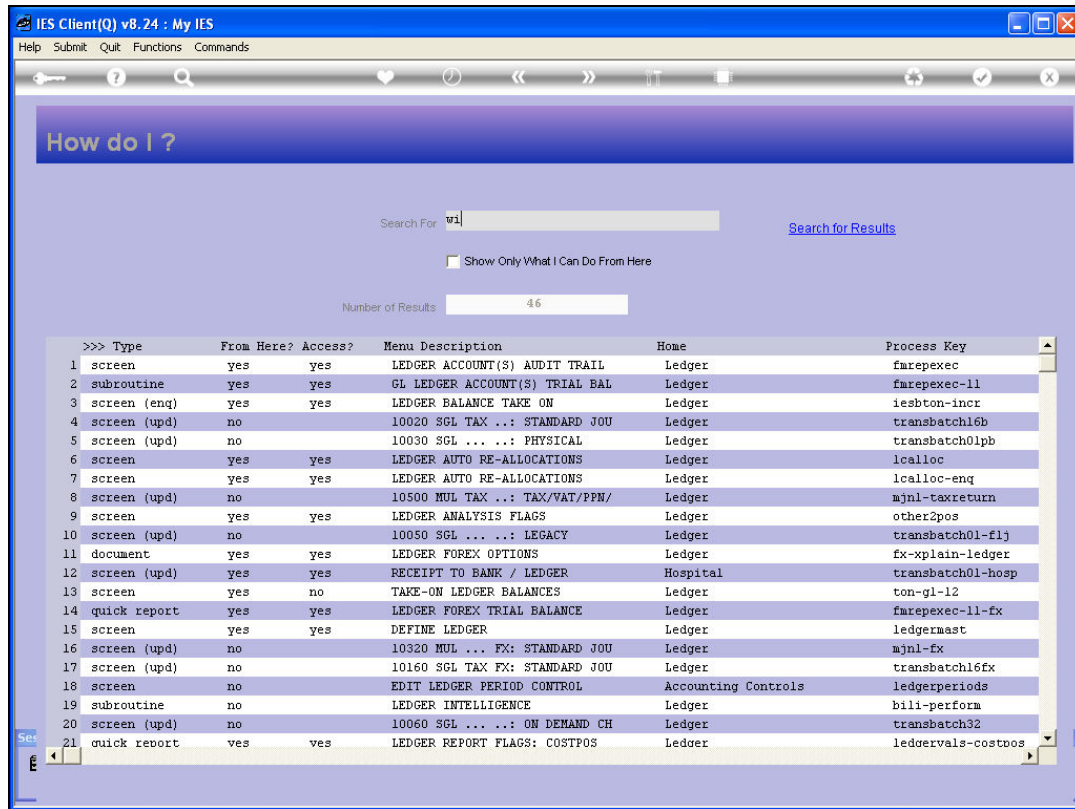
Slide 36

Slide notes:



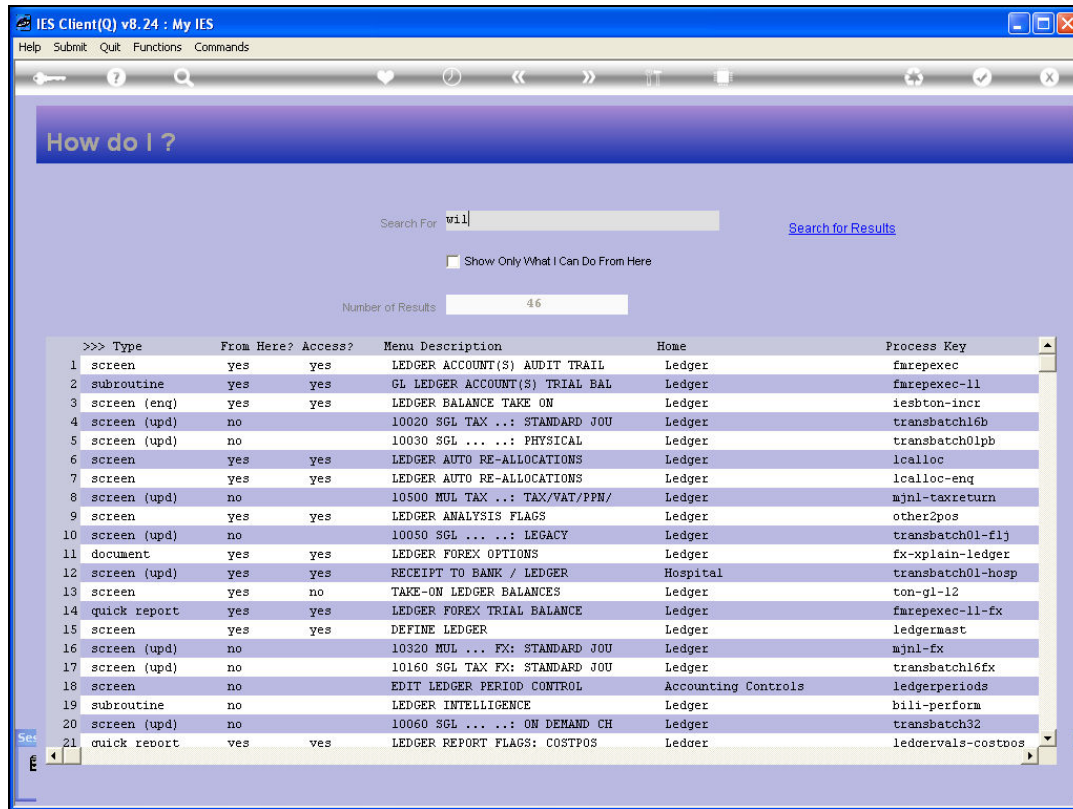
Slide 37

Slide notes: Just type "wildcard" at 'How do I' to find the help document.



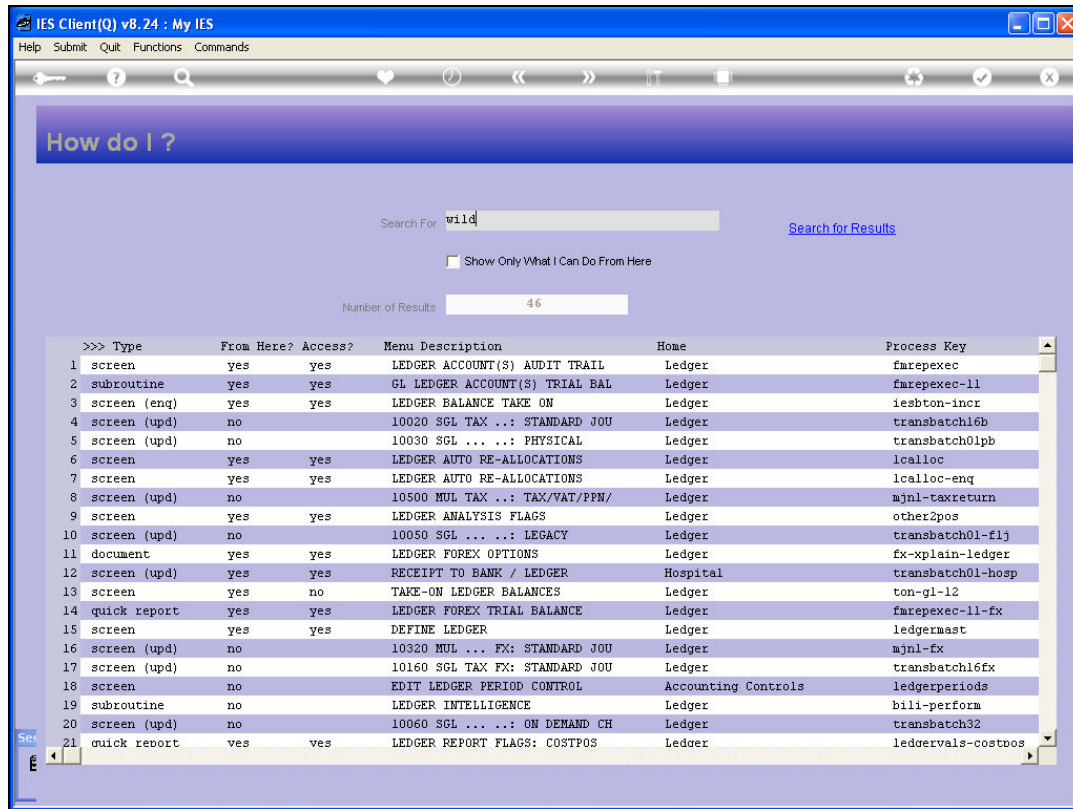
Slide 38

Slide notes:



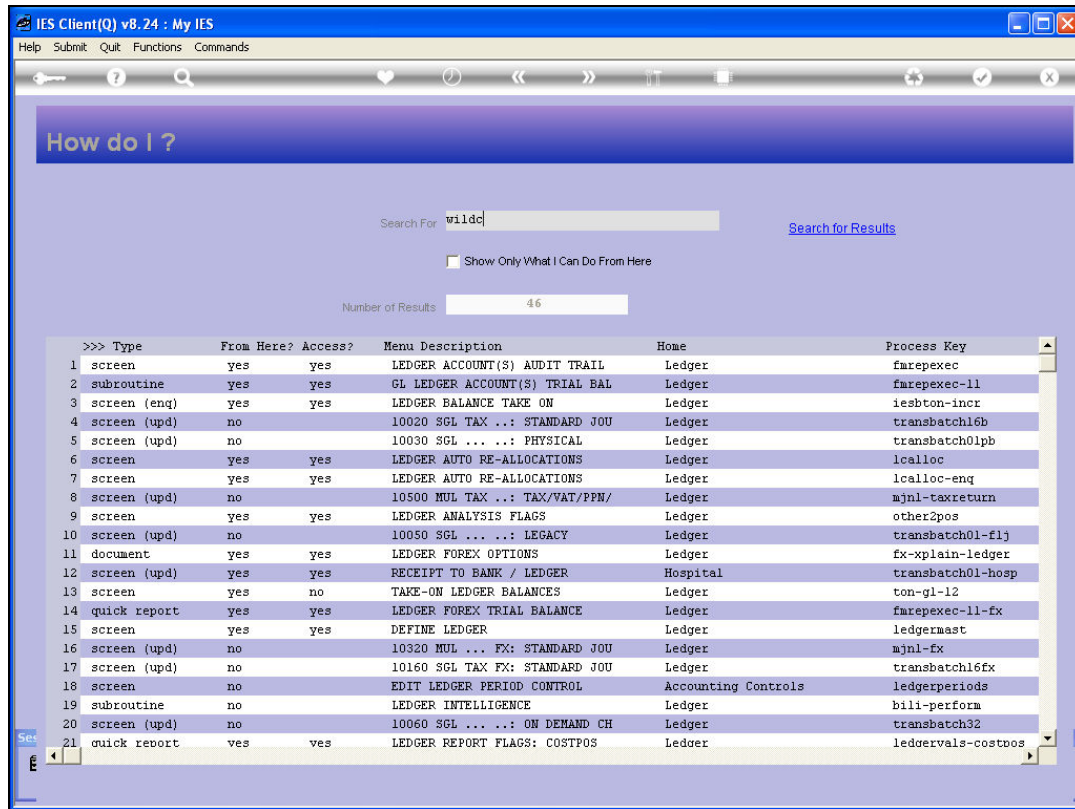
Slide 39

Slide notes:



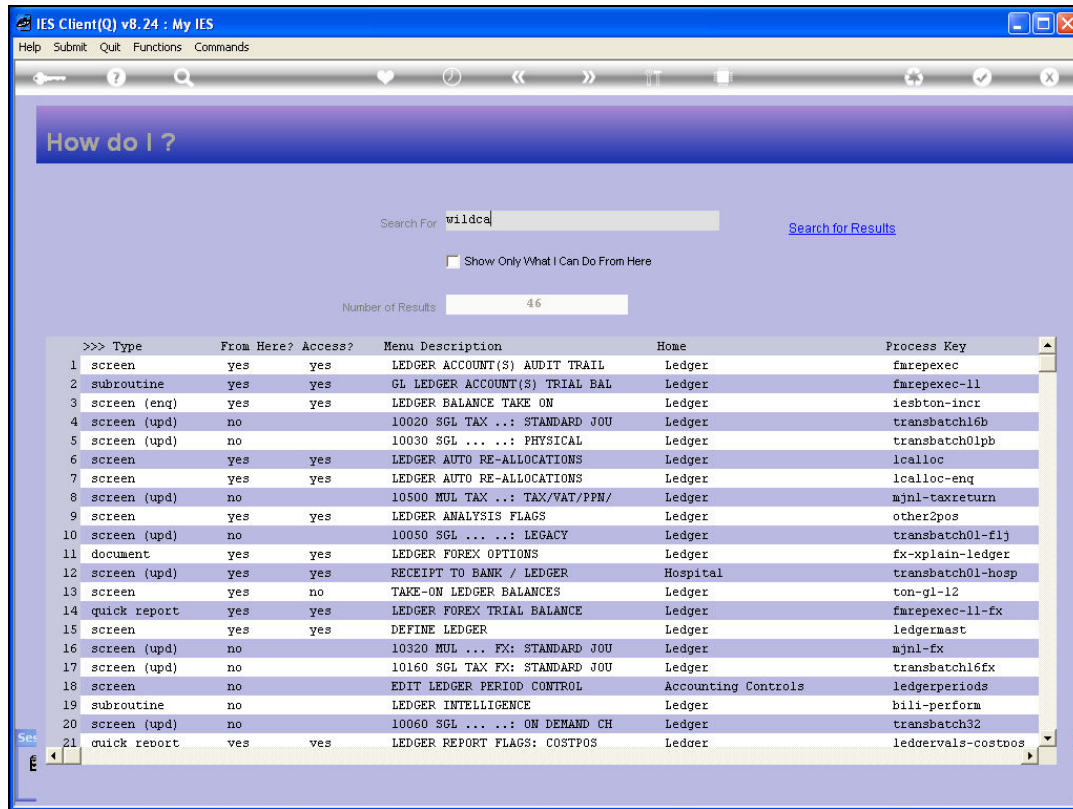
Slide 40

Slide notes:



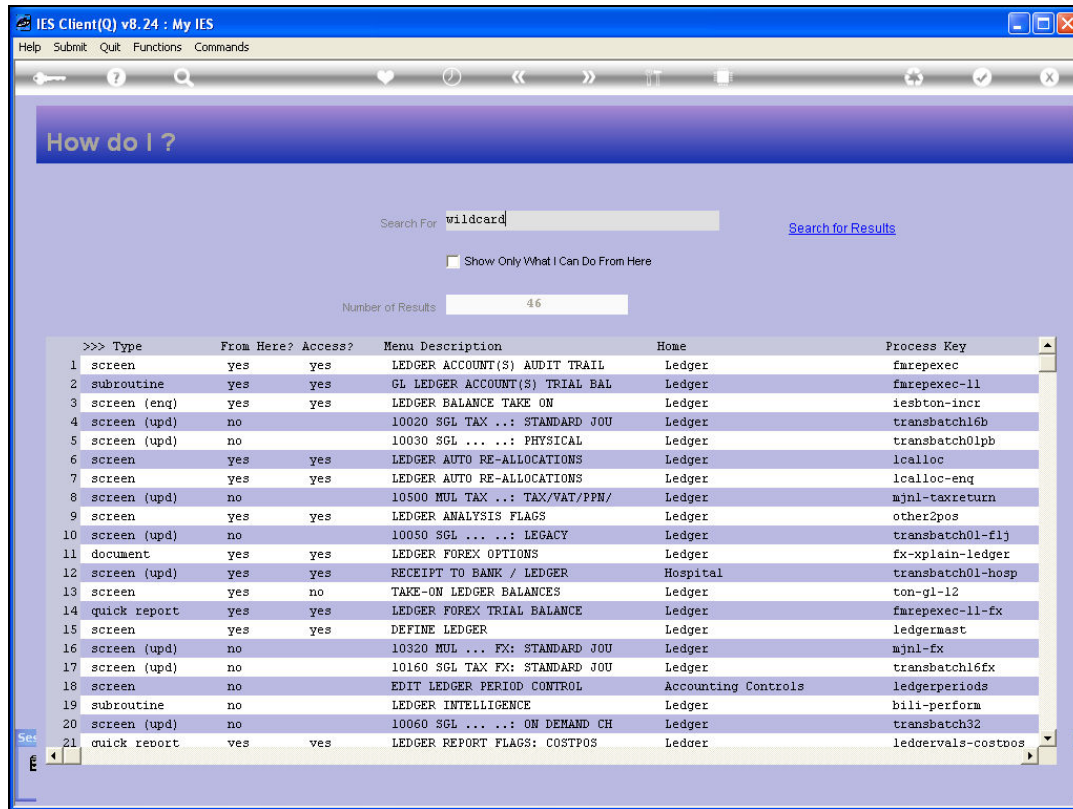
Slide 41

Slide notes:



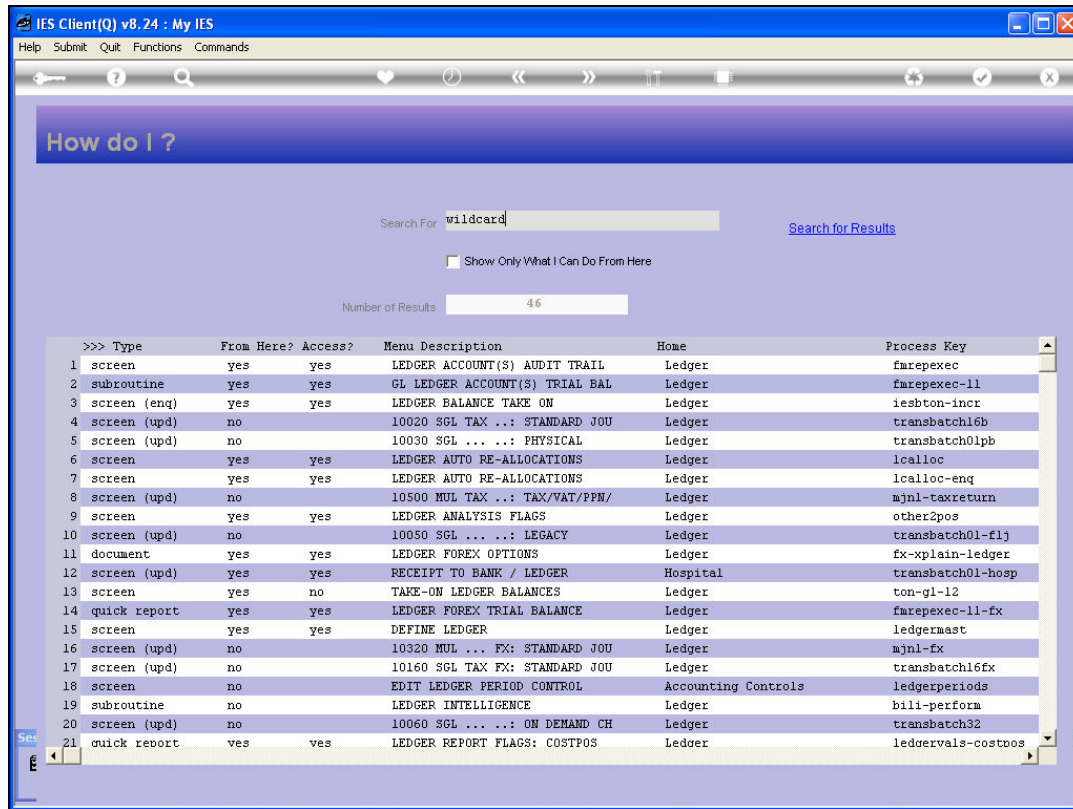
Slide 42

Slide notes:



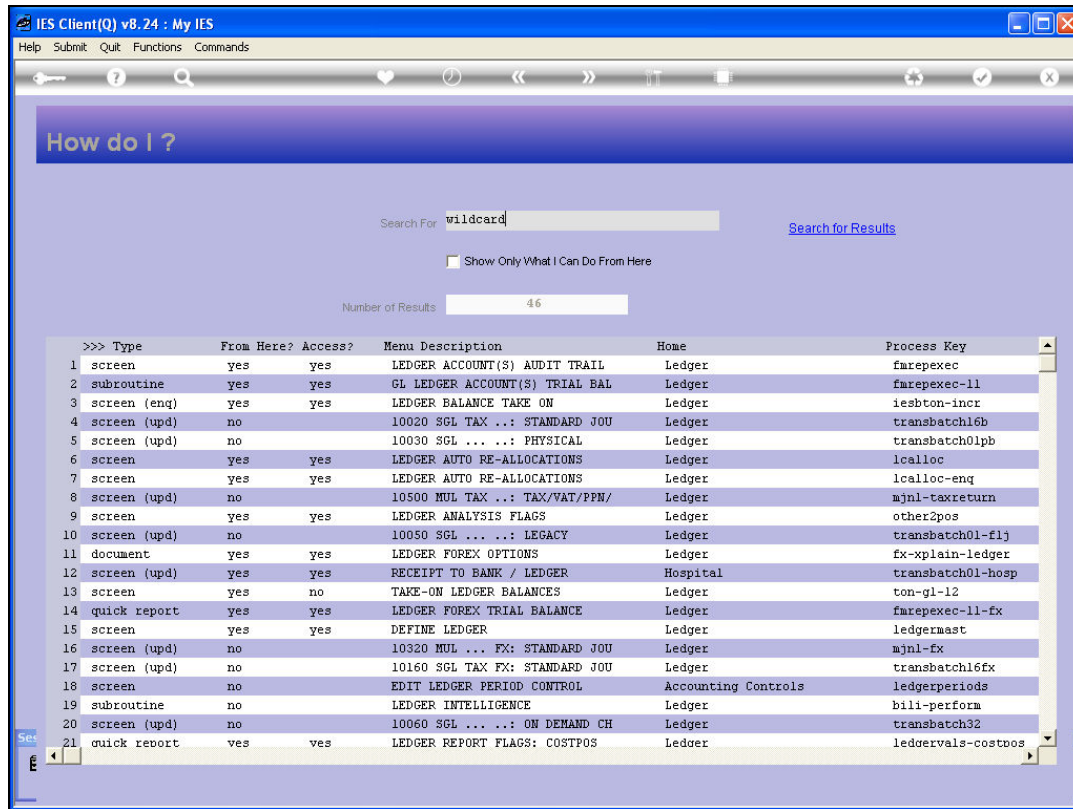
Slide 43

Slide notes:



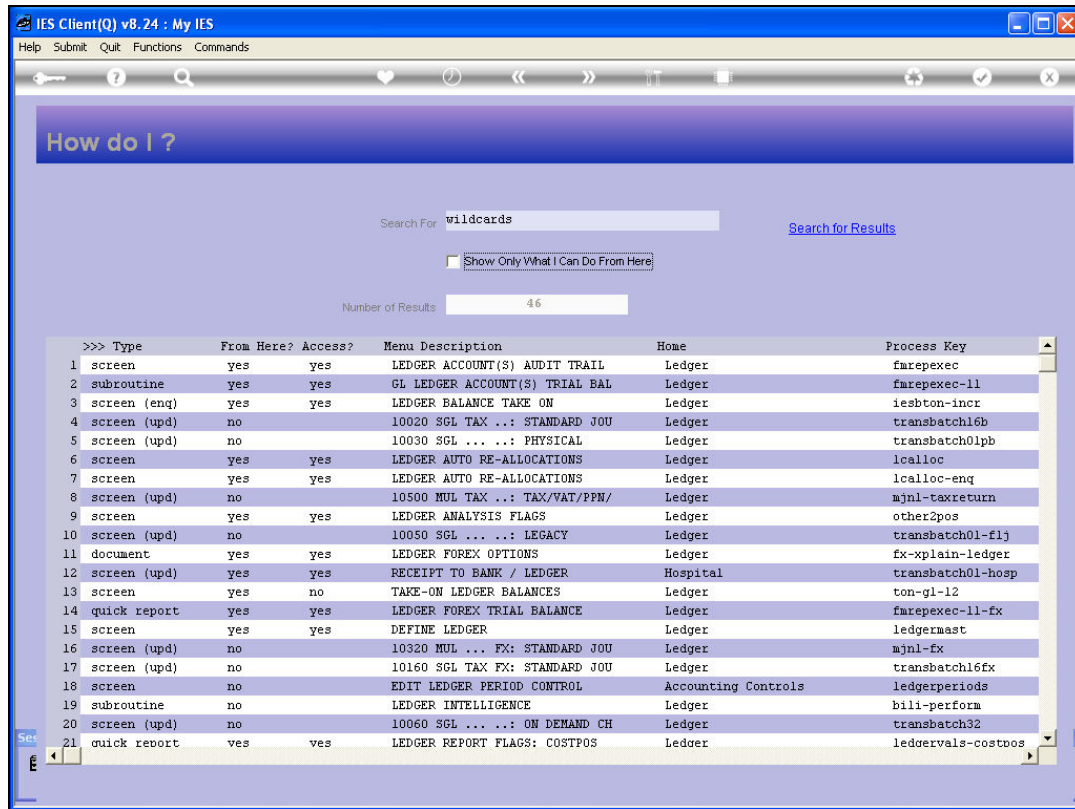
Slide 44

Slide notes:



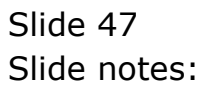
Slide 45

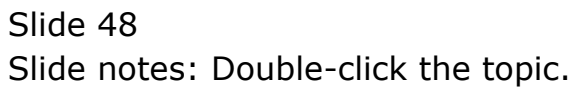
Slide notes:

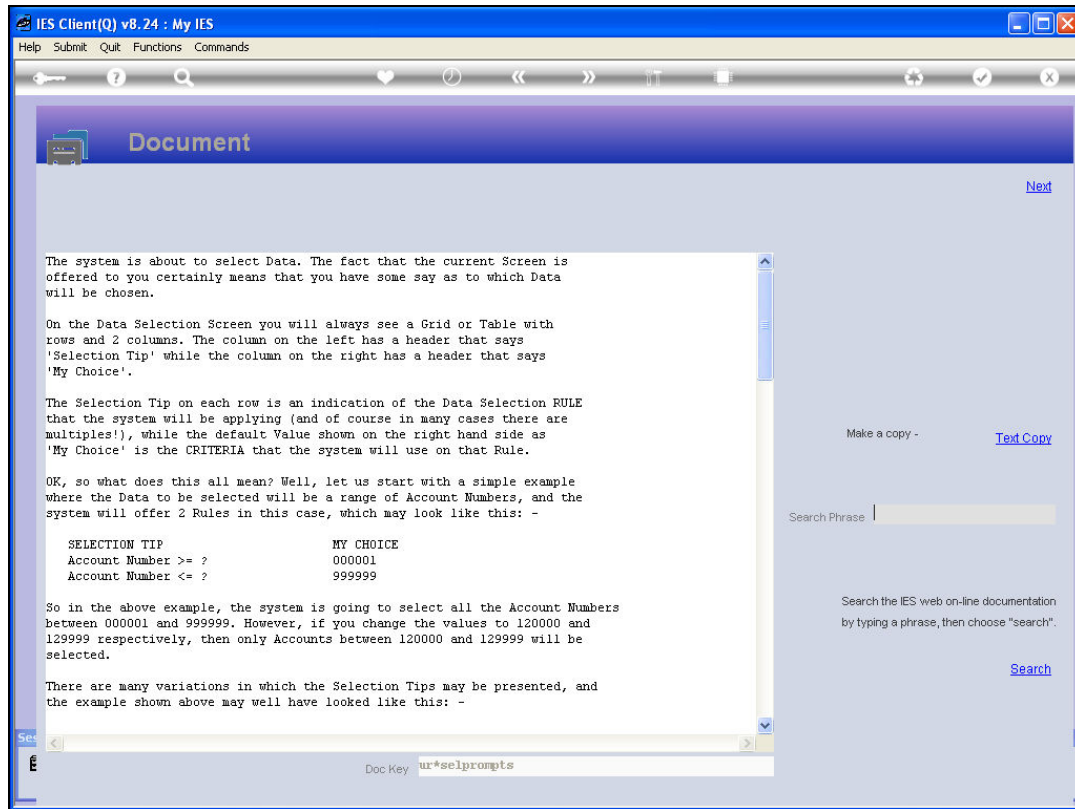


Slide 46

Slide notes:

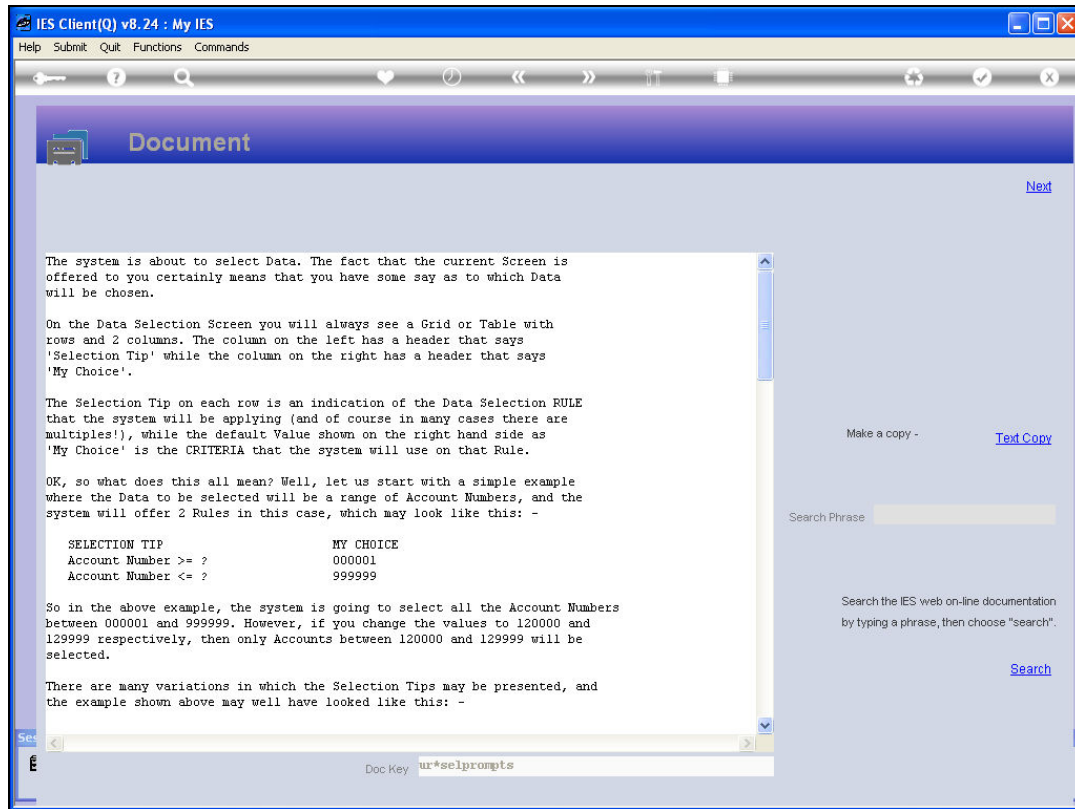






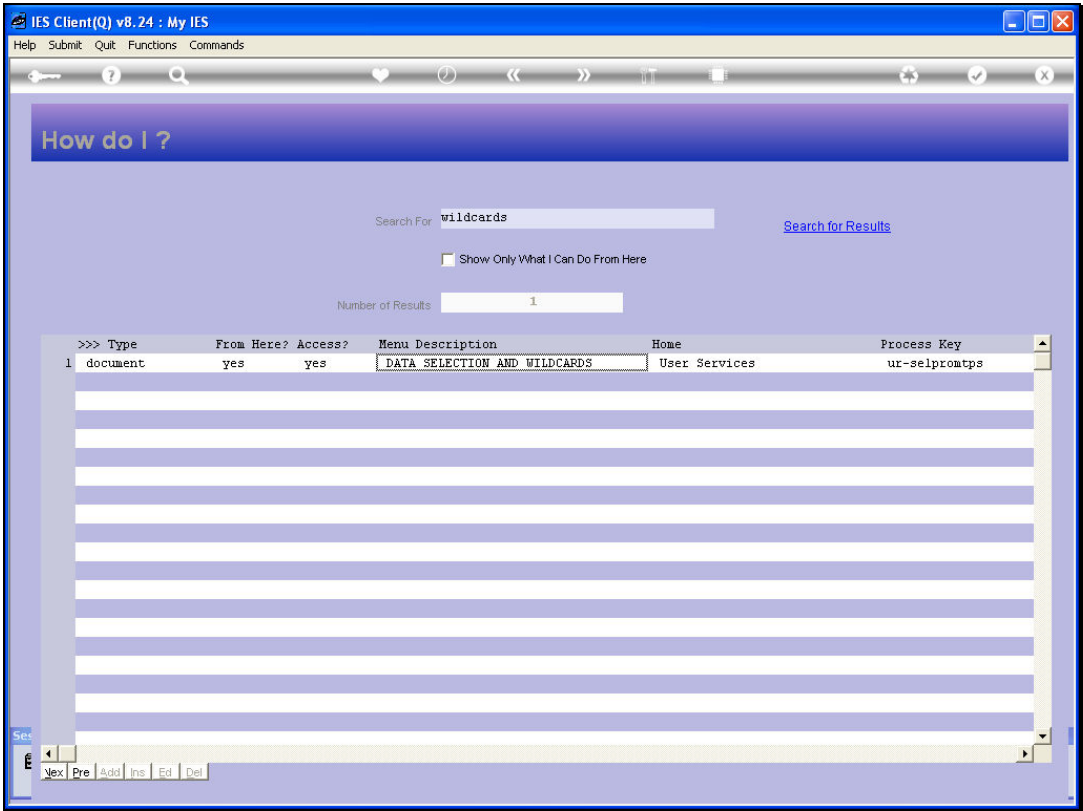
Slide 49

Slide notes: And here we have more information on the use of wildcards in data selection.

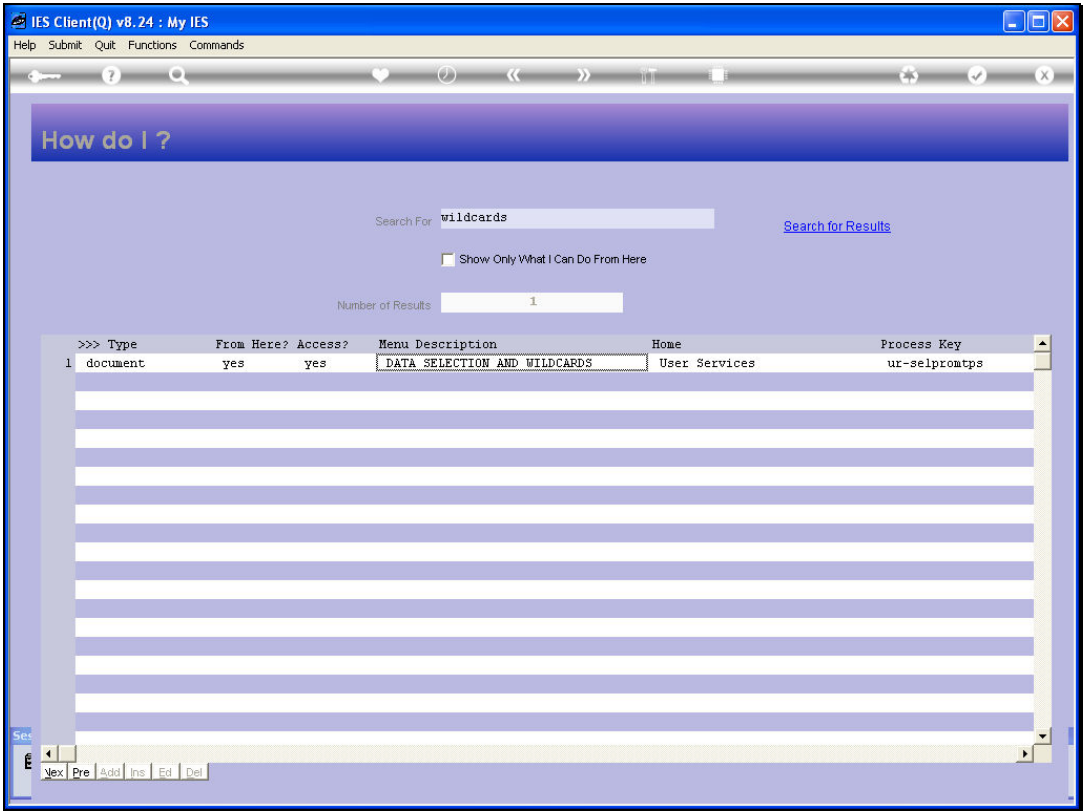


Slide 50

Slide notes:



Slide 51
Slide notes:

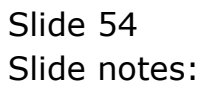


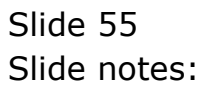
Slide 52
Slide notes:

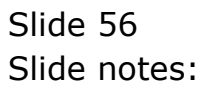


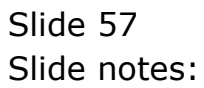
Slide 53

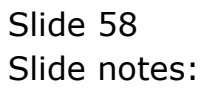
Slide notes:

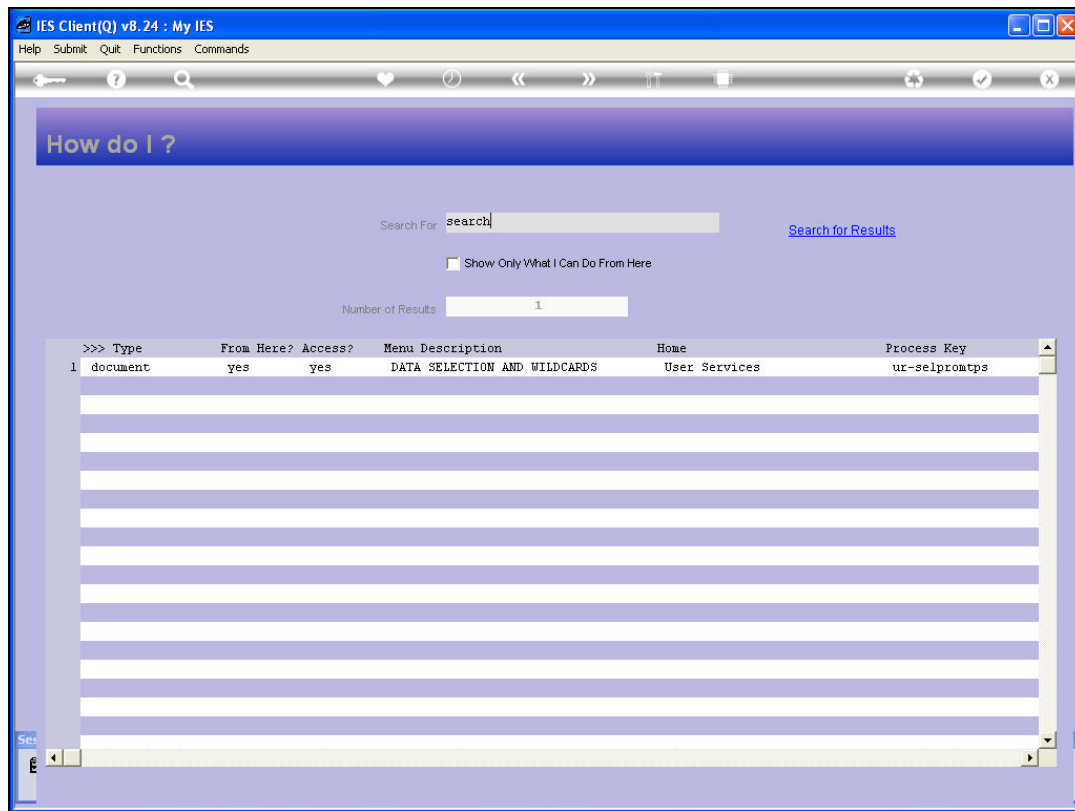






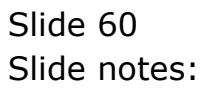


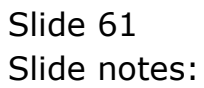


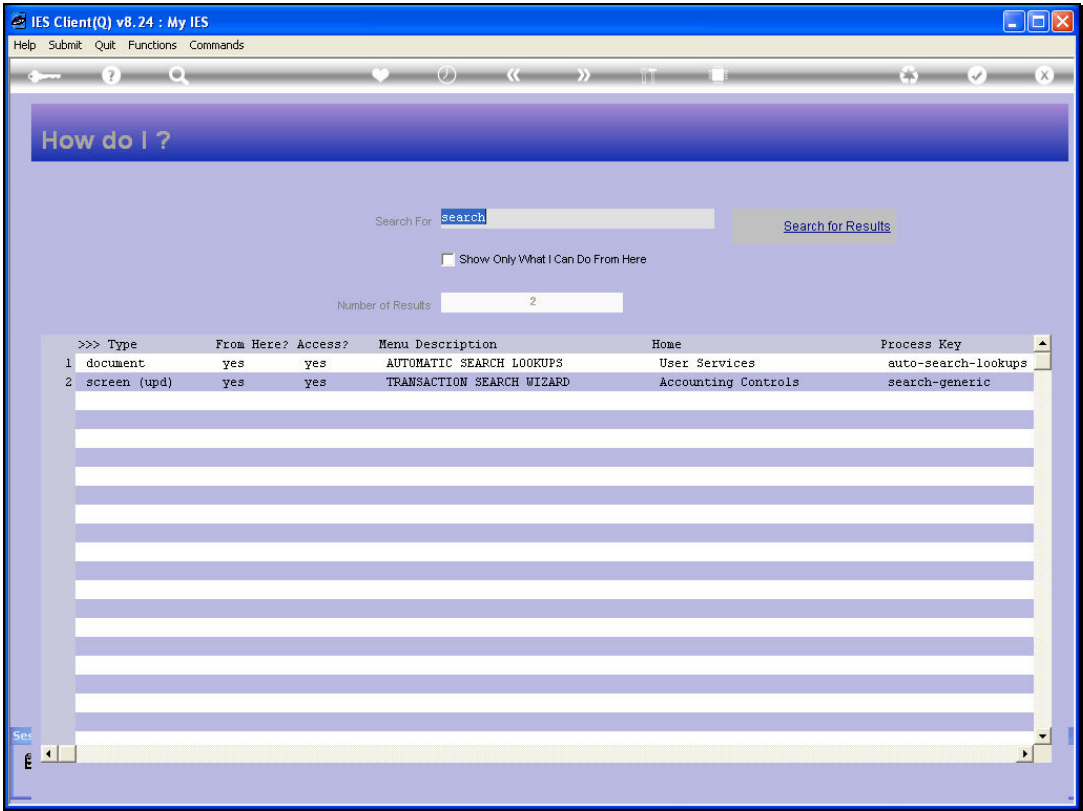


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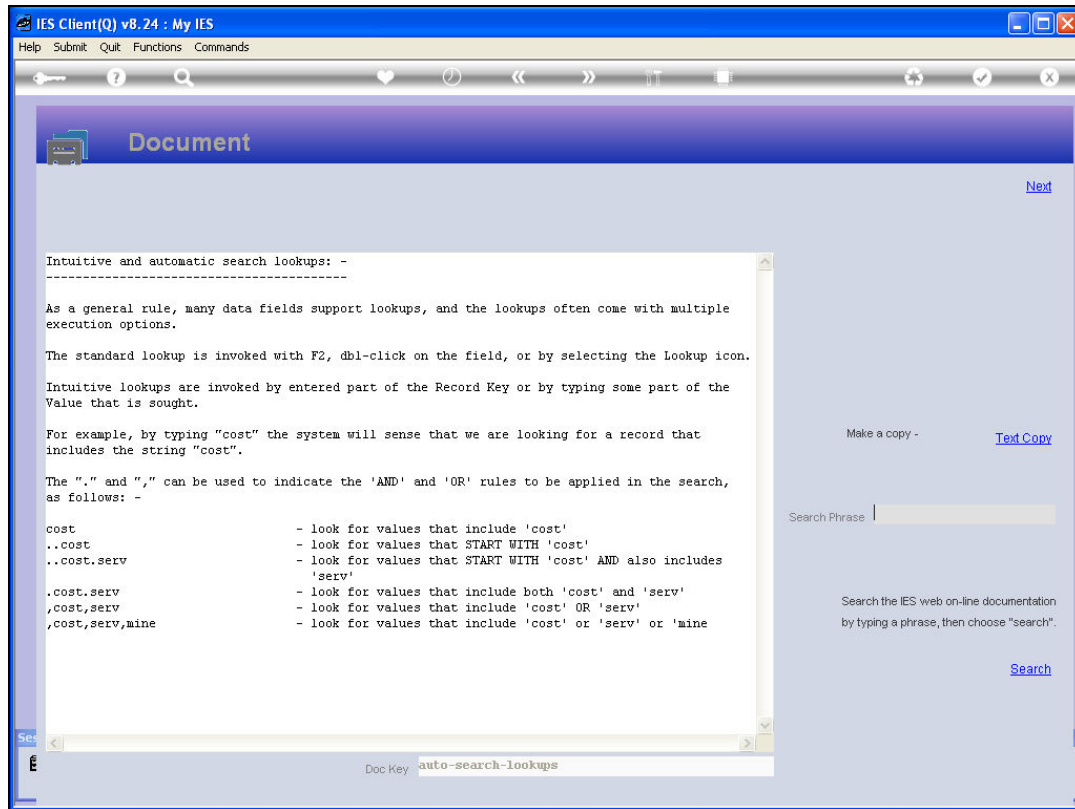
Slide notes: For more information on automatic searching, type 'search' to find the result.





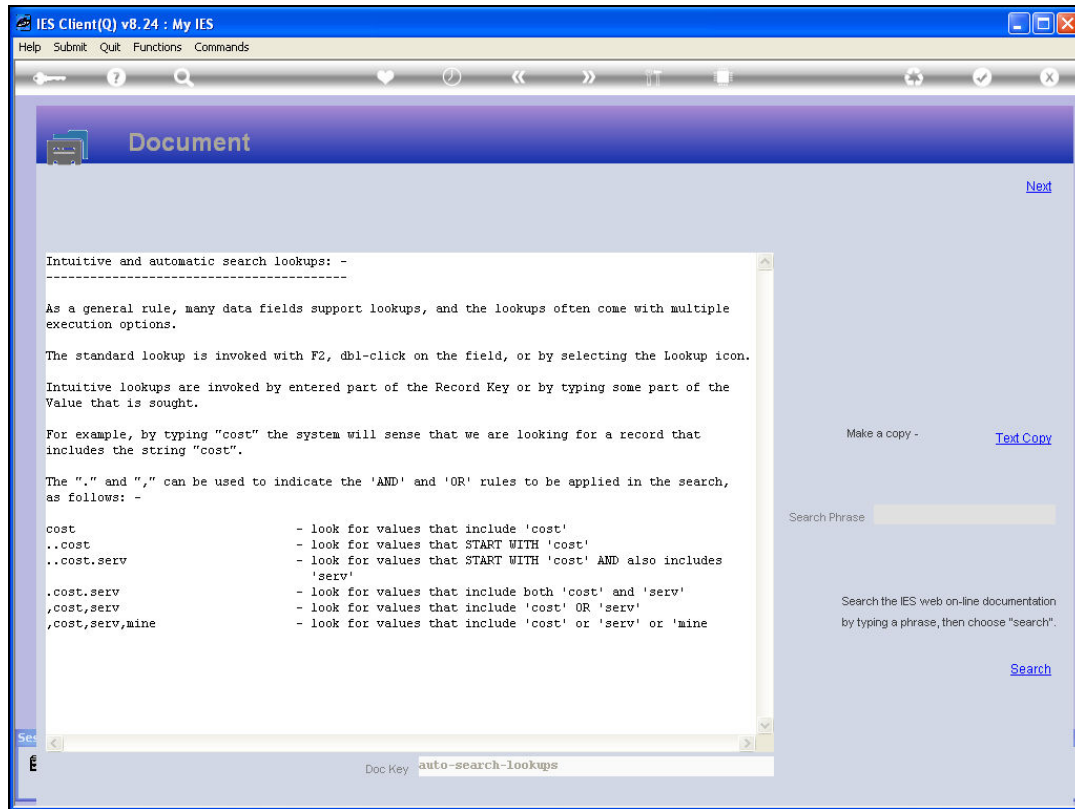


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Slide notes:



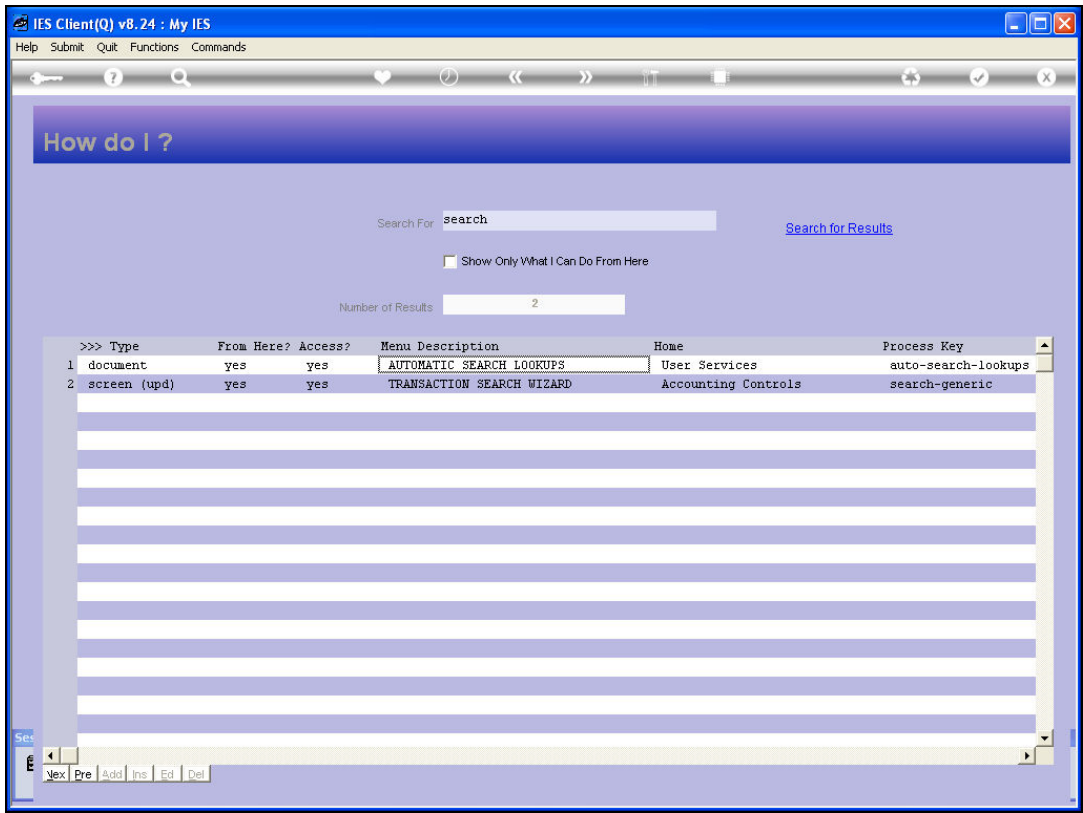
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Slide notes:



Slide 64

Slide notes: And here are the general guidelines for intuitive value searching.



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Slide notes:

