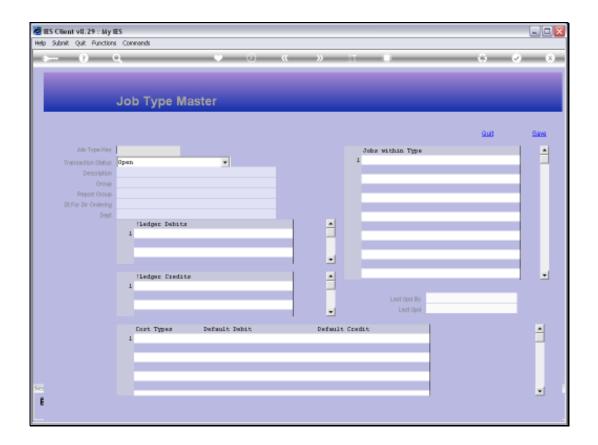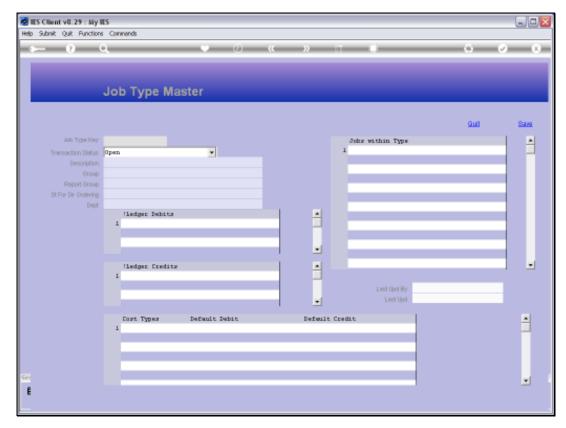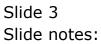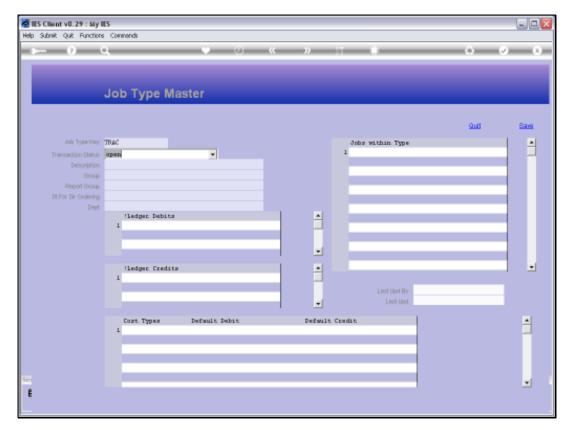Slide 1

Slide notes: Job Types can be defined and maintained by using the option found at File Maintenance.

Slide 2

Slide notes: The Job Type sits above the Job Master in the Costing Reporting tree, and every Job must belong to a Type, which in turn must belong to a Group.
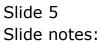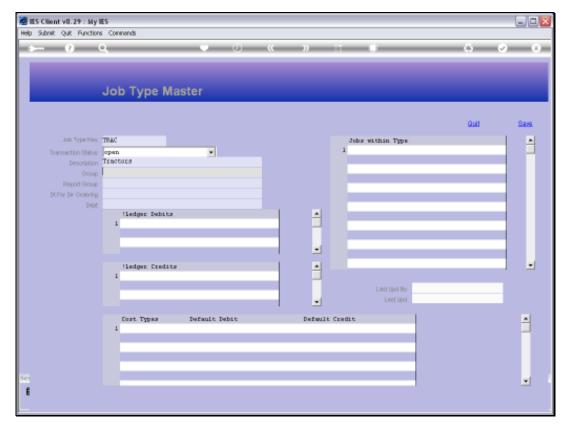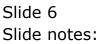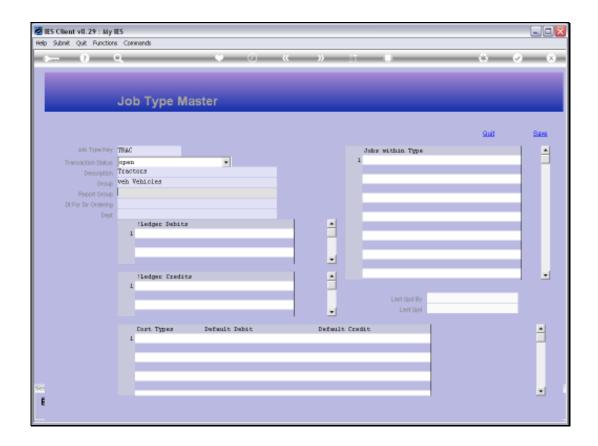
Slide 3
Slide notes:

Slide 4

Slide notes:

Slide 5
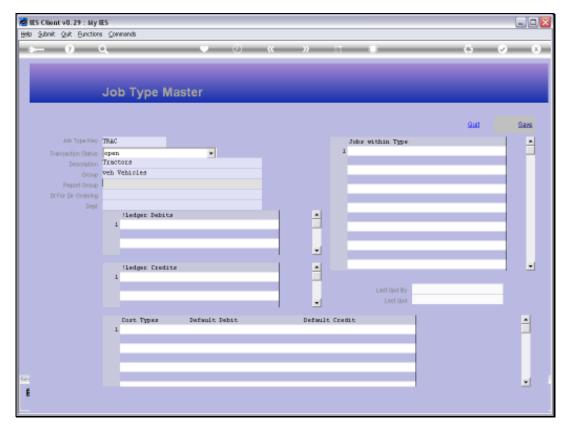Slide notes:

Slide 6
Slide notes:

Slide 7
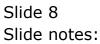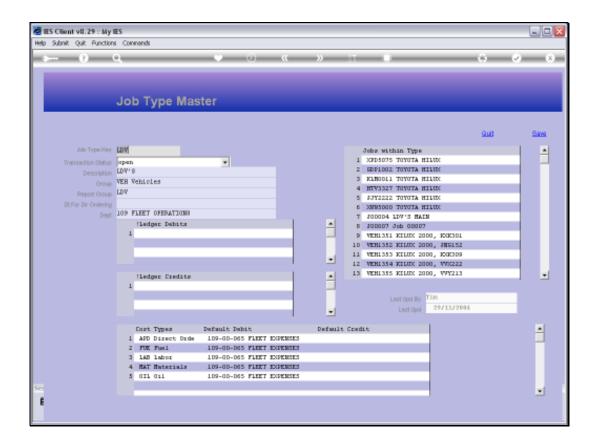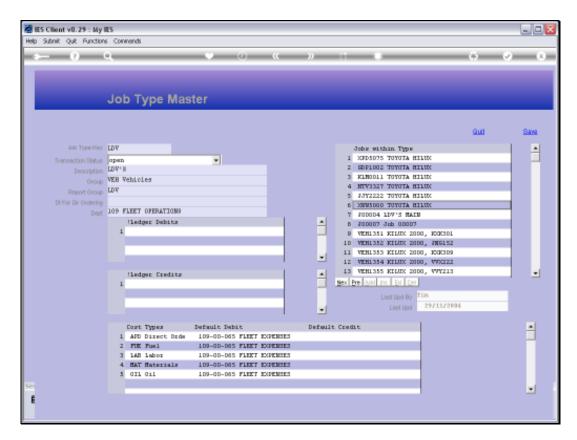
Slide notes: Once we have assigned a Key, a Name and a Group for the Type, then we have fulfilled the requirements to save the Type record.
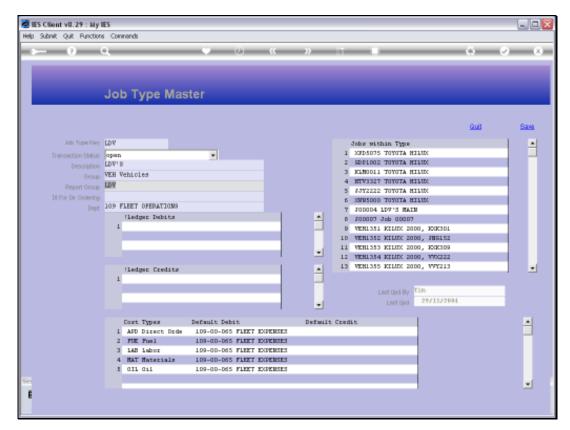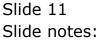
Slide 8
Slide notes:

Slide 9

Slide notes: Here is an example of an existing Job Type. The system will automatically show all Jobs in this Type, and we cannot maintain that list from here. Instead it happens as we assign the Type on the Job Master record.
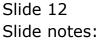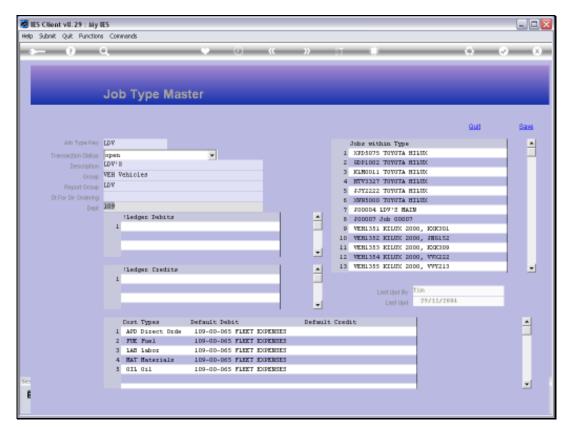
Slide 10

Slide notes: All the other fields are optional, and the benefit of providing any further details is for Job Inheritance. When we open a new Job and we choose the Type it belongs to, then we can also inherit the common properties of the Type. While this will not suit all Job Types, it certainly makes opening of new Jobs much easier in many cases.
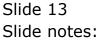
Slide 11
Slide notes:

Slide 12
Slide notes:

Slide 13

Slide notes:

Slide 14
Slide notes:
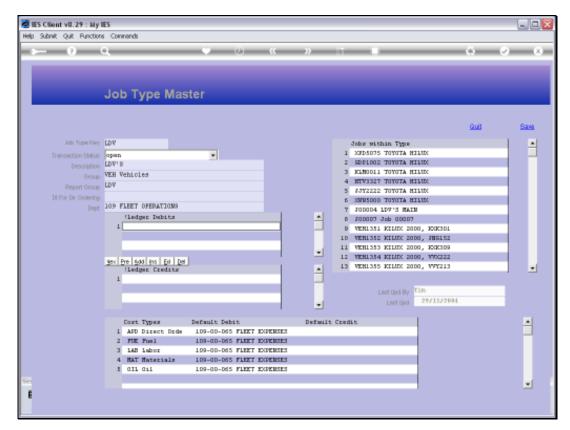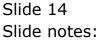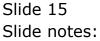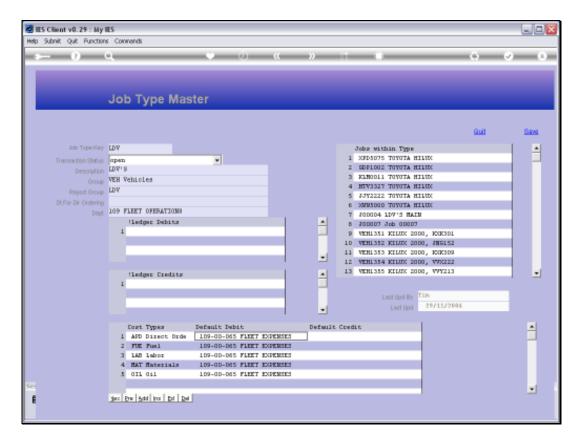
Slide 15
Slide notes:

Slide 16

Slide notes: By pre-defining certain properties here, any new Job of this Type can automatically inherit these settings, and that is very useful. We typically provide details only for the fields where we think it suitable for Jobs of this Type to inherit such settings.