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### Agriculture Physicals

Over control functions for Agriculture Physicals management, and integrated to other modules.

**Control aspects -**

- [Set up and Control](#)
- [Recovery Accts. Man](#)
- [Recovery Accts. Workshop](#)
- [Recovery Accts. Machine](#)
- [Contra Accts. KPI](#)

**Attendance records -**

- [Man attendance](#)
- [Emps on activities](#)
- [Man groups big](#)
- [Man gangs small](#)
- [Absentee codes](#)

**Journals -**

- [Physicals. Man](#)
- [Physicals. Machine](#)
- [Physicals. KPI](#)
- [Physicals. Workshop](#)
- [Physical Direct. no Resource](#)
- [Physical Direct. with Resource](#)
- [Import / Export Jnl](#)

**Reporting -**

- [Employees on activity](#)
- [Man Groups](#)
- [Man Groups incl Emps](#)
- [Man Gangs](#)
- [Man Gangs incl Emps](#)
- [Vehicles on activity](#)
- [Man posting](#)
- [Machine posting \(std\)](#)
- [Machine posting \(perf\)](#)
- [Resource Posting](#)
- [KPI posting](#)
- [Workshop posting](#)
- [Balance Listing: Resource](#)
- [Balance Listing: KPI](#)
- [Day Audit Trail: Resource](#)
- [Day Audit Trail: KPI](#)
- [Period Audit Trail: Resource](#)
- [Period Audit Trail: KPI](#)

**Perform recoveries -**

- [Costs. Man](#)
- [Costs. Workshop](#)
- [Costs. Machine](#)

**Master file maint -**

- [Vehicle register](#)
- [Workshop register](#)
- [Man Work result types](#)
- [Man Premi types](#)
- [Machine Performance Units](#)
- [Resource classes](#)
- [Resource master](#)
- [KPI master](#)
- [Admin options](#)

**Custom -**

- [Local Options](#)

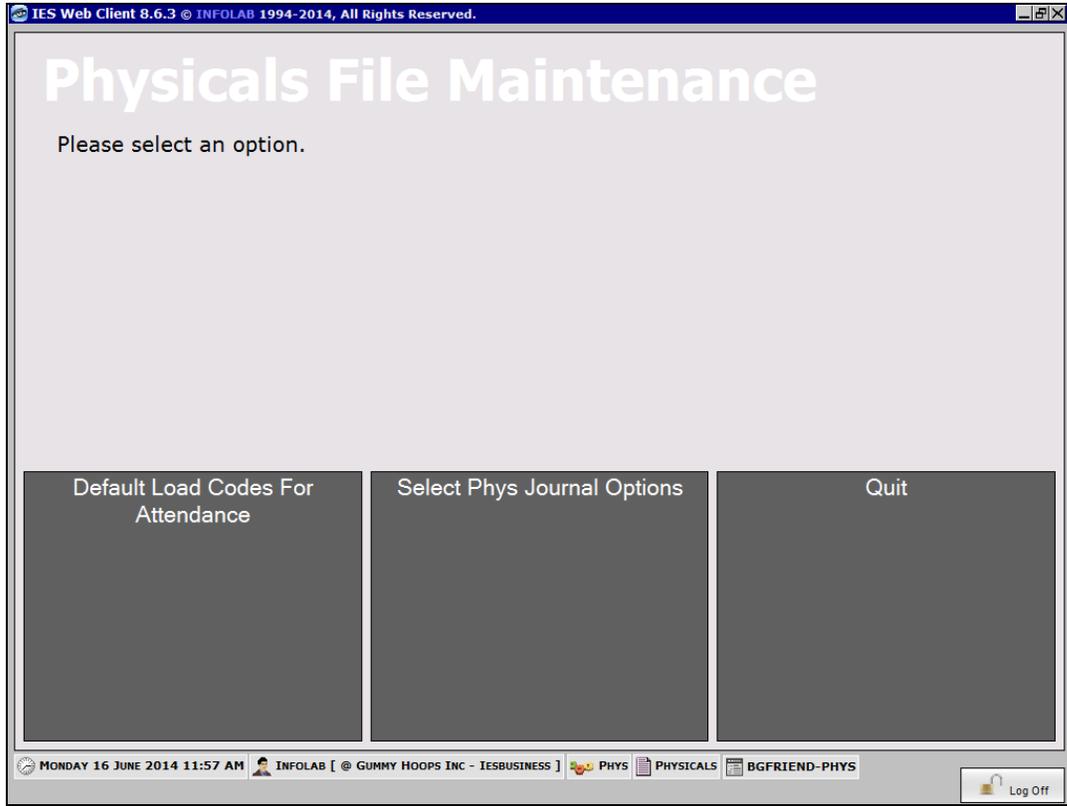
**Enquiries -**

- [Phys Jnl enquiries](#)

MONDAY 16 JUNE 2014 11:57 AM INFOLAB [ @ GUMMY HOOPS INC - IESBUSINESS ] PHYS PHYSICALS BGFRIEND-PHYS Log Off

Slide 1

Slide notes: For the processing of Physicals Journals, we need to set the standards that will be applied in Physicals Journal processing. We find the option to do this at Set up and Control.



Slide 2  
Slide notes:

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### Physical Journals: Selected Options

Please select the standard Journal Option for each type. [Save](#) [Out](#)

Man: -

Physicals Man Journal: **3: Work Result, Premi, Overtime**

Cost Type with Jobs: LAB Labor  Auto KPI (Man)

Machine: -

Physicals Machine Journal: **3: GL / Job allo, plus Perf unit**  Auto KPI (Machine)

KPI: -

Physicals KPI Journal: **2: Allocation by GL Account Code**

Workshop: -

Physicals Workshop Journal: **1: Standard**

Resource Class Checks

Disable Resource Checking

Journal Export: -

Export Name: Section 12

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PHYSMPARAM-JNLS

Slide 3  
Slide notes:

The screenshot shows a web application window titled "IES Web Client 8.6.3 © INFOLAB 1994-2014, All Rights Reserved." The main content area is titled "Physical Journals: Selected Options". Below the title, there is a instruction: "Please select the standard Journal Option for each type." To the right of this instruction are two links: "Save" and "Out".

The configuration is organized into several sections:

- Man: -**
  - Physicals Man Journal: A dropdown menu with three options: "3: Work Result, Premi, Overtime" (highlighted in yellow), "1: Maximum Defaults", and "2: Minimum Defaults".
  - Cost Type with Jobs: A dropdown menu with three options: "3: Work Result, Premi, Overtime" (highlighted in blue), "2: Minimum Defaults", and "1: Maximum Defaults".
- Machine: -**
  - Physicals Machine Journal: A dropdown menu with one option: "3: GL / Job allo, plus Perf unit".
  - Auto KPI (Machine): An unchecked checkbox.
- KPI: -**
  - Physicals KPI Journal: A dropdown menu with one option: "2: Allocation by GL Account Code".
- Workshop: -**
  - Physicals Workshop Journal: A dropdown menu with one option: "1: Standard".
- Resource Class Checks**
  - Disable Resource Checking: A checked checkbox.
- Journal Export: -**
  - Export Name: A text input field containing "Section 12".

The bottom of the window features a status bar with the following information: "MONDAY 16 JUNE 2014 11:57 AM", "INFOLAB [ @ GUMMY HOOPS INC - IESBUSINESS ]", "PHYS", "SELECT PHYS JOURNAL OPTIONS", and a "Log Off" button.

Slide 4

Slide notes: For Man Journals, we have 3 choices. The first 2 are only used if we use Standard Costing for Man Resources, i.e. recharging at a set average rate. Most often used though, is for Recoveries to be calculated from the Payroll, and in this case, we will choose option 3 that includes Work Result, Premi, Overtime and other indicators on the Man Journals.

The screenshot shows a web application window titled "IES Web Client 8.6.3 © INFOLAB 1994-2014, All Rights Reserved." The main content area is titled "Physical Journals: Selected Options". Below the title, there is a instruction: "Please select the standard Journal Option for each type." To the right of this instruction are two links: "Save" and "Out".

The configuration is organized into sections:

- Man: -**
  - Physicals Man Journal: A dropdown menu with "3: Work Result, Premi, Overtime" selected and highlighted in yellow.
  - Cost Type with Jobs: A text input field containing "LAB Labor" and a checkbox for "Auto KPI (Man)".
- Machine: -**
  - Physicals Machine Journal: A dropdown menu with "3: GL / Job allo, plus Perf unit" selected.
  - Auto KPI (Machine): A checkbox.
- KPI: -**
  - Physicals KPI Journal: A dropdown menu with "2: Allocation by GL Account Code" selected.
- Workshop: -**
  - Physicals Workshop Journal: A dropdown menu with "1: Standard" selected.

Below these sections are two checkboxes under "Resource Class Checks": "Disable Resource Checking" (checked) and "Journal Export: -" (unchecked). At the bottom, there is a text input field for "Export Name" containing "Section 12".

The footer of the window contains a status bar with the following information: "MONDAY 16 JUNE 2014 11:57 AM", "INFOLAB [ @ GUMMY HOOPS INC - IESBUSINESS ]", "PHYS", "SELECT PHYS JOURNAL OPTIONS", and a "Log Off" button.

Slide 5

Slide notes: With option 3 above, it is allowed to allocate to GL or Jobs & GL. For the Jobs, we need to standardize on our choice of Cost Type for allocation to Jobs, and typically it will be a Labor type of Cost Type that we have already defined.

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### Physical Journals: Selected Options

Please select the standard Journal Option for each type. [Save](#) [Out](#)

Man: -

Physicals Man Journal: 3: Work Result, Premi, Overtime

Cost Type with Jobs:   Auto KPI (Man)

Machine: -

Physicals Machine Journal: 3: GL / Job allo, plus Perf unit

Auto KPI (Machine)

KPI: -

Physicals KPI Journal: 2: Allocation by GL Account Code

Workshop: -

Physicals Workshop Journal: 1: Standard

Resource Class Checks

Disable Resource Checking

Journal Export: -

Export Name: Section 12

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Slide 6  
Slide notes:

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### Physical Journals: Selected Options

Please select the standard Journal Option for each type. [Save](#)  
[Out](#)

Man: -

Physicals Man Journal: 3: Work Result, Premi, Overtime

Cost Type with Jobs: LAB Labor  Auto KPI (Man)

Machine: -

Physicals Machine Journal: 3: GL / Job allo, plus Perf unit

KPI: -  Auto KPI (Machine)

Physicals KPI Journal: 2: Allocation by GL Account Code

Workshop: -

Physicals Workshop Journal: 1: Standard

Resource Class Checks

Disable Resource Checking

Journal Export: -

Export Name: Section 12

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PHYSMPARAM-JNLS Log Off

## Slide 7

Slide notes: The Auto KPI option may be used to process a KPI for each Man Journal line, always to the same allocation as the labor. This does not suit in all cases, and the recommended option is not to use this, but instead to use the more flexible KPI & Resource processing options from the Man Work Result Type set up.

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### Physical Journals: Selected Options

Please select the standard Journal Option for each type. [Save](#) [Out](#)

Man: -

Physicals Man Journal: 3: Work Result, Premi, Overtime

Cost Type with Jobs: LAB Labor  Auto KPI (Man)

Machine: -

Physicals Machine Journal: 3: GL / Job allo, plus Perf unit

Auto KPI (Machine)

KPI: -

Physicals KPI Journal: 2: Allocation by GL Account Code

Workshop: -

Physicals Workshop Journal: 1: Standard

Resource Class Checks

Disable Resource Checking

Journal Export: -

Export Name: Section 12

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Slide 8  
Slide notes:

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### Physical Journals: Selected Options

Please select the standard Journal Option for each type. [Save](#) [Out](#)

Man: -

Physicals Man Journal: 3: Work Result, Premi, Overtime

Cost Type with Jobs: LAB Labor  Auto KPI (Man)

Machine: -

Physicals Machine Journal: 3: GL / Job allo, plus Perf unit  
1: Meter Start/Stop, Max Defaults  
2: Time From/To, Max Defaults  
3: GL / Job allo, plus Perf unit

Physicals KPI Journal: 2: Allocation by GL Account Code

Workshop: -

Physicals Workshop Journal: 1: Standard

Resource Class Checks

Disable Resource Checking

Journal Export: -

Export Name: Section 12

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## Slide 9

Slide notes: For Machine / Job journals, we also have 3 options, and our choice is largely dependent on how the Allocation will be selected. With the 1st 2 options, Machine Journals can only be allocated to GL, and the Allocation is always derived from Dept, Activity and Cost Center. With option 3, the recommended option, we can allocate to GL or to Jobs & GL for any line, and the Allocation is by Operator choice. Option 3 also includes capturing of a Performance Unit.

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### Physical Journals: Selected Options

Please select the standard Journal Option for each type. [Save](#) [Out](#)

Man: -

Physicals Man Journal: 3: Work Result, Premi, Overtime

Cost Type with Jobs: LAB Labor  Auto KPI (Man)

Machine: -

Physicals Machine Journal: 3: GL / Job allo, plus Perf unit

Auto KPI (Machine)

KPI: -

Physicals KPI Journal: 2: Allocation by GL Account Code

Workshop: -

Physicals Workshop Journal: 1: Standard

Resource Class Checks

Disable Resource Checking

Journal Export: -

Export Name: Section 12

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Slide 10  
Slide notes:

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### Physical Journals: Selected Options

Please select the standard Journal Option for each type. [Save](#)  
[Out](#)

Man: -

Physicals Man Journal: 3: Work Result, Premi, Overtime

Cost Type with Jobs: LAB Labor  Auto KPI (Man)

Machine: -

Physicals Machine Journal: 3: GL / Job allo, plus Perf unit

KPI: -  Auto KPI (Machine)

Physicals KPI Journal: 2: Allocation by GL Account Code

Workshop: -

Physicals Workshop Journal: 1: Standard

Resource Class Checks

Disable Resource Checking

Journal Export: -

Export Name: Section 12

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## Slide 11

Slide notes: The Auto KPI principle is similar to the case of Man Journals. If we use it, then all Journal lines will result in an auto KPI posting on the main Allocation for the line. With option 3 for the Journal type, it is recommended to rather use the more flexible KPI & Resource posting options from the Machine Performance Unit set up, as the Machine Performance Unit is included with this Journal type.

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### Physical Journals: Selected Options

Please select the standard Journal Option for each type. [Save](#) [Out](#)

Man: -

Physicals Man Journal: 3: Work Result, Premi, Overtime

Cost Type with Jobs: LAB Labor  Auto KPI (Man)

Machine: -

Physicals Machine Journal: 3: GL / Job allo, plus Perf unit

Auto KPI (Machine)

KPI: -

Physicals KPI Journal: 2: Allocation by GL Account Code

Workshop: -

Physicals Workshop Journal: 1: Standard

Resource Class Checks

Disable Resource Checking

Journal Export: -

Export Name: Section 12

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Slide 12  
Slide notes:

The screenshot shows a web application window titled "IES Web Client 8.6.3 © INFOLAB 1994-2014, All Rights Reserved." The main content area is titled "Physical Journals: Selected Options". Below the title, there is a instruction: "Please select the standard Journal Option for each type." To the right of this instruction are two links: "Save" and "Out".

The configuration is organized into several sections:

- Man: -**  
Physicals Man Journal: 3: Work Result, Premi, Overtime  
Cost Type with Jobs: LAB Labor  Auto KPI (Man)
- Machine: -**  
Physicals Machine Journal: 3: GL / Job allo, plus Perf unit  Auto KPI (Machine)
- KPI: -**  
Physicals KPI Journal: A dropdown menu is open showing three options:
  - 2: Allocation by GL Account Code (highlighted in yellow)
  - 1: Allocation by Dep, Activ, CostCen (highlighted in yellow)
  - 2: Allocation by GL Account Code (highlighted in blue)
- Workshop: -**  
Physicals Workshop Journal: 1: Standard

Below these sections are two checkboxes under "Resource Class Checks":  
 Disable Resource Checking

At the bottom, there is a "Journal Export: -" section with an "Export Name" field containing "Section 12".

The footer of the window contains a status bar with the following information: "MONDAY 16 JUNE 2014 11:57 AM", "INFOLAB [ @ GUMMY HOOPS INC - IESBUSINESS ]", "PHYS", "SELECT PHYS JOURNAL OPTIONS", and a "Log Off" button.

Slide 13

Slide notes: The choice for KPI journal type is determined by how the Allocation is selected. With option 1, the allocation is derived from Dept, Activity and Cost Center, and with option 2, the recommended option, the GL allocation is by Operator choice.

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### Physical Journals: Selected Options

Please select the standard Journal Option for each type.

[Save](#)  
[Out](#)

Man: -

Physicals Man Journal: 3: Work Result, Premi, Overtime

Cost Type with Jobs: LAB Labor  Auto KPI (Man)

Machine: -

Physicals Machine Journal: 3: GL / Job allo, plus Perf unit

Auto KPI (Machine)

KPI: -

Physicals KPI Journal: 2: Allocation by GL Account Code

Workshop: -

Physicals Workshop Journal: 1: Standard

Resource Class Checks

Disable Resource Checking

Journal Export: -

Export Name: Section 12

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Slide 14  
Slide notes:

The screenshot shows a web browser window titled "IES Web Client 8.6.3 © INFOLAB 1994-2014, All Rights Reserved." The main content area is titled "Physical Journals: Selected Options". Below the title, there is a prompt: "Please select the standard Journal Option for each type." To the right of this prompt are two links: "Save" and "Out".

The configuration is organized into sections:

- Man: -**
  - Physicals Man Journal: 3: Work Result, Premi, Overtime
  - Cost Type with Jobs: LAB Labor (checkbox) Auto KPI (Man) (checkbox)
- Machine: -**
  - Physicals Machine Journal: 3: GL / Job allo, plus Perf unit
  - Auto KPI (Machine) (checkbox)
- KPI: -**
  - Physicals KPI Journal: 2: Allocation by GL Account Code
- Workshop: -**
  - Physicals Workshop Journal: 1: Standard (highlighted in yellow)
  - 1: Standard (highlighted in blue)
- Resource Class Checks**
  - Disable Resource Checking
- Journal Export: -**
  - Export Name: Section 12

The browser's status bar at the bottom shows: "MONDAY 16 JUNE 2014 11:57 AM INFOLAB [ @ GUMMY HOOPS INC - IESBUSINESS ] PHYS SELECT PHYS JOURNAL OPTIONS PHYSPARAM-JNLS Log Off".

Slide 15

Slide notes: For the Workshop Journal, there is only 1 option available.

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### Physical Journals: Selected Options

Please select the standard Journal Option for each type. [Save](#) [Out](#)

Man: -

Physicals Man Journal: 3: Work Result, Premi, Overtime

Cost Type with Jobs: LAB Labor  Auto KPI (Man)

Machine: -

Physicals Machine Journal: 3: GL / Job allo, plus Perf unit  Auto KPI (Machine)

KPI: -

Physicals KPI Journal: 2: Allocation by GL Account Code

Workshop: -

Physicals Workshop Journal: 1: Standard

Resource Class Checks

Disable Resource Checking

Journal Export: -

Export Name: Section 12

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Slide 16  
Slide notes:

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The configuration options are as follows:

- Man: -**  
Physicals Man Journal: 3: Work Result, Premi, Overtime (dropdown menu)
- Cost Type with Jobs: LAB Labor (text input)  Auto KPI (Man)
- Machine: -**  
Physicals Machine Journal: 3: GL / Job allo, plus Perf unit (dropdown menu)
- Auto KPI (Machine)
- KPI: -**  
Physicals KPI Journal: 2: Allocation by GL Account Code (dropdown menu)
- Workshop: -**  
Physicals Workshop Journal: 1: Standard (dropdown menu)

Resource Class Checks

Disable Resource Checking (highlighted in yellow)

Journal Export: -

Export Name: Section 12 (text input)

The bottom status bar contains the following information: "MONDAY 16 JUNE 2014 11:57 AM", "INFOLAB [ @ GUMMY HOOPS INC - IESBUSINESS ]", "PHYS", "SELECT PHYS JOURNAL OPTIONS", and a "Log Off" button.

Slide 17

Slide notes: Resource checking can be disabled as a choice. The effect is that the system will post Physicals Journals to selected allocation, irrespective of whether the GL Allocation Account is associated with the correct Resource and KPI.

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### Physical Journals: Selected Options

Please select the standard Journal Option for each type.

[Save](#)  
[Out](#)

Man: -

Physicals Man Journal: 3: Work Result, Premi, Overtime

Cost Type with Jobs: LAB Labor  Auto KPI (Man)

Machine: -

Physicals Machine Journal: 3: GL / Job allo, plus Perf unit

Auto KPI (Machine)

KPI: -

Physicals KPI Journal: 2: Allocation by GL Account Code

Workshop: -

Physicals Workshop Journal: 1: Standard

Resource Class Checks

Disable Resource Checking

Journal Export: -

Export Name: Section 12

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Slide 18  
Slide notes:

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The configuration is organized into sections:

- Man: -**
  - Physicals Man Journal: 3: Work Result, Premi, Overtime
  - Cost Type with Jobs: LAB Labor
  - Auto KPI (Man):
- Machine: -**
  - Physicals Machine Journal: 3: GL / Job allo, plus Perf unit
  - Auto KPI (Machine):
- KPI: -**
  - Physicals KPI Journal: 2: Allocation by GL Account Code
- Workshop: -**
  - Physicals Workshop Journal: 1: Standard
- Resource Class Checks**
  - Disable Resource Checking
- Journal Export: -**
  - Export Name: Section 12

The bottom of the window features a status bar with the following information: "MONDAY 16 JUNE 2014 11:57 AM", "INFOLAB [ @ GUMMY HOOPS INC - IESBUSINESS ]", "PHYS", "SELECT PHYS JOURNAL OPTIONS", and a "Log Off" button.

Slide 19

Slide notes: The Export Name is used when we apply a configuration where Journals may be captured on an Estate Server, then later exported and imported at the Main Server.