| E IE | S Client v8       | .36 : My IES                    |                      |                          |                            |           |                  |           |                |              |            |               |               |   | × |
|------|-------------------|---------------------------------|----------------------|--------------------------|----------------------------|-----------|------------------|-----------|----------------|--------------|------------|---------------|---------------|---|---|
| Help | Infolab           | Connections                     | Logon                | Logoff                   | Companion                  | Wizard    | How do I         | DataMarts | Business Modul | es Actio     | n Focus    | Option Select |               |   |   |
| •    |                   | ? 0                             | -                    | _                        | _                          | ٠         | Ø                | «         | <b>»</b> 87    | _            |            | _             | 4             | <ul> <li>Image: A set of the set of the</li></ul> | * |
|      | Agri              | culture                         | Phy                  | /sica                    | Is                         |           |                  |           |                |              |            |               |               |   |   |
|      | Over co<br>manage | ntrol functior<br>ement, and ir | ns for A<br>ntegrate | griculture<br>ed to othe | e Physicals<br>er modules. |           | 2                |           |                |              |            |               |               | H H   | _ |
|      | Control           | aspects: -                      | [                    |                          | Attenda                    | ance ree  | cords: -         |           | Journals       | -            |            | Re            | porting: -    |   |   |
|      |                   | Set up and Cor                  | ntrol                |                          |                            | Man       | attendance       |           |                | Phys         | sicals: Ma | n             | Employe       | es on activity  |   |
|      | R                 | ecovery Accts:                  | Man                  |                          |                            | Emps o    | n activities     |           |                | Physical     | s: Machin  | e             |               | Man Gangs   |   |
|      | Recove            | ry Accts: Works                 | hop                  |                          |                            | <u>N</u>  | <u>lan Gangs</u> |           |                | Phy          | sicals: KF | <u>ગ</u>      | Man Gano      | as incl Emps  |   |
|      | Recov             | very Accts: Mac                 | nine                 |                          |                            | Attenda   | ince codes       |           | 1              | hysicals:    | Worksho    | p             | Vehicl        | <u>es on activity</u>   |   |
|      |                   | Contra Accts:                   | KPI                  |                          |                            |           |                  |           | Physical       | Direct, no   | Resourc    | e             |               | Man posting   |   |
|      |                   |                                 |                      |                          |                            |           |                  |           | Physical [     | Direct, with | Resourc    | e             | Machine       | posting (std)   |   |
|      | Perform           | recoveries:                     | - 6                  |                          | Master                     | file ma   | int: -           |           |                | Import /     | Export Jnl | s             | Machine p     | osting (perf)   |   |
|      |                   |                                 | ų                    |                          |                            |           |                  |           |                |              |            |               | Reso          | urce Posting  |   |
|      |                   | Costs:                          | Man                  |                          |                            | Vehi      | cle register     |           |                |              |            |               |               | KPI posting   |   |
|      |                   | Costs: Works                    | hop                  |                          |                            | Worksh    | op register      |           |                |              |            |               | Works         | shop posting  |   |
|      |                   | Costs: Mac                      | nine                 |                          | Ma                         | an Work r | esult types      |           |                |              |            | Ba            | alance Listin | g: Resource   |   |
|      |                   |                                 |                      |                          |                            | Man F     | remi types       |           | Enquiries      | - 10         |            |               | Balance       | ELISTING: KPI   |   |
|      | Custom            | : -                             | ſſ                   |                          | Machine                    | Perform   | ance Units       |           |                |              |            |               | Day Audit Tra | il: Resource  |   |
|      |                   |                                 | ų                    |                          |                            | Resour    | ce classes       |           |                |              |            |               | Day Au        | udit Trail: KPI   |   |
|      |                   | Local Opti                      | ons                  |                          |                            | Resou     | rce master       |           |                | Phys Jr      | l enquirie | <u>s Peri</u> | iod Audit Tra | il: Resource  |   |
|      |                   |                                 |                      |                          |                            | 1         | KPI master       |           |                |              |            |               | Period Au     | udit Trail: KPI   |   |
|      |                   |                                 |                      |                          |                            | Adn       | nin options      |           |                |              |            |               |               |   |   |
| Ses  |                   |                                 |                      |                          |                            |           |                  |           |                |              |            |               |               |   |   |
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|      |                   |                                 |                      |                          |                            |           |                  |           |                |              |            |               |               |   |   |

Slide notes: For cases where we wish to perform all or some of the capture work at a remote location, and then transfer the Journals to the main Server, this can be done with the Export and Import options.







Slide notes: The Help document describes the process.

|          | S Client v8.36 : My IES  |   |   |
|----------|--|---|---|
| Hel      | Submit Quit Functions Commands   |   | ⇔ ⊗ ⊗   |
|          | Document   |   | Next  |
|          | Physicals Journals: Export / Import: -<br>Physicals Journals can easily be exported from an off-line server and re-imported for<br>posting at a central server.<br>How does this work?<br>On the off-line server, which is setup with similar GL, Workshop, Machine and Man criteria,<br>as well as Periods, the Physicals Journals may be captured and saved with 'Post Later'. The<br>Export function will pick up selected Journals from 'Post Later' and wrap them in an export<br>file, which is placed on the BRIDGE folder.<br>At the central server, the export/import file(s) are again placed on the BRIDGE folder,<br>and from here may be seamlessly imported into 'Post Later' mode. When retrieved for posting,<br>the imported Journals are fully validated for compatibility with local criteria before a<br>Journal is posted with 'Post Now'. Each imported Journal gets a new Key that is local to the<br>current Server, but retains a history of source, i.e. location where imported from, and the<br>original Journal source key at origin. | * | Make a copy - <u>Text Copy</u><br>Search Phrase   |
|          |  |   | Search the IES web on-line documentation<br>by typing a phrase, then choose "search".<br>Search |
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Slide 5 Slide notes:







Slide notes: It is a simple matter of following the prompts, and as an example we can show some steps to export Man Journals. First we choose 'Export'.



Slide notes: Then we select the type, in this case 'Man'.

Slide 9 Slide notes: Then we select the Date Range.





Slide 11 Slide notes:



Slide 12 Slide notes:



Slide 13 Slide notes:

| <u>a</u> 1 | S Client v8       | .36 : My IES                    |                     |                         |                            |          |             |             |                 |           |              |               |              |   | × |
|------------|-------------------|---------------------------------|---------------------|-------------------------|----------------------------|----------|-------------|-------------|-----------------|-----------|--------------|---------------|--------------|---|---|
| Hel        | o Infolab         | Connections                     | Logon               | Logoff                  | Companion                  | Wizard   | How do I    | I DataMarts | Business Mod    | ules Acti | on Focus     | Option Select |              |   |   |
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|            | Agri              | culture                         | Phy                 | sica                    | Is                         |          |             |             |                 |           |              |               |              |   |   |
|            | Over co<br>manage | ntrol function<br>ement, and in | s for Ag<br>tegrate | griculture<br>d to othe | e Physicals<br>er modules. |          | 1           |             |                 |           |              |               |              |   | _ |
|            | Control           | aspects: -                      | ſ                   | ΰ1                      | Attenda                    | ance red | cords: -    |             | Journal         | S: -      |              | Rep           | orting: -    |   |   |
|            |                   | Set up and Cor                  | itrol               |                         |                            | Man a    | attendance  |             |                 | Ph        | ysicals: Ma  | an            | Employee     | es on activity  |   |
|            |                   | CT: lournals ava                | ilable fo           | revnort                 |                            |          |             |             |                 |           |              |               |              |   |   |
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|            | Journa.           | I Key Prior                     | Expo                | rt HCCI                 | .vity vate                 | Perio    | Ja          | uperat      | or              |           |              |               |              |   |   |
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|            |                   |                                 |                     |                         |                            |          |             |             |                 |           |              |               |              |   |   |
|            | ,                 |                                 |                     |                         | Select                     | ALL      | Show Full   | Line (      | Cancel          | ок        |              |               |              |   |   |
|            |                   | Costs: Works                    | hop                 |                         |                            | Worksh   | op register | [           |                 |           |              | _             | Works        | hop posting   |   |
|            |                   | Costs: Mach                     | line                |                         | Ma                         | Men D    | esult types | _           |                 |           |              | Bal           | ance Listin  | g: Resource   |   |
|            | Custom            |                                 |                     |                         | Machine                    | Perform  | ance Units  | <u>.</u>    | Enquirie        | es: -     |              | _ D           | av Audit Tra | il: Resource  |   |
|            | Custom            |                                 |                     | $\mathbf{t}^{-1}$       | indennie                   | Resour   | ce classes  | -           |                 |           | <b>KO</b>    | -             | Day Au       | dit Trail: KPI  |   |
|            |                   | Local Opti                      | ons                 |                         |                            | Resou    | rce master  | r           |                 | Phys J    | Inl enquirie | es Perio      | d Audit Tra  | il: Resource  |   |
|            |                   |                                 |                     |                         |                            | ł        | KPI master  | ſ           |                 |           |              |               | Period Au    | dit Trail: KPI  |   |
|            |                   |                                 |                     |                         |                            | Adn      | nin options | L           |                 |           |              |               |              |   |   |
| Ses        |                   |                                 |                     |                         |                            |          |             |             |                 |           |              |               |              |   |   |
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| I          |                   |                                 |                     |                         |                            |          |             |             |                 |           |              |               |              |   |   |

Slide notes: And the system will provide a list of Journals that fit the criteria, from which we can select which ones to include in the Export.

| ES Client v8.36 : My IES<br>D Infolab Connectio | ns Logon L                              | ogoff Companion                      | Wizard How do  | I DataMarts               | Business Modules | Action Focus        | Option Select             |   |
|---|---|--------------------------------------|--|---------------------------|------------------|---------------------|---------------------------|---|
|   | Q                                       |                                      | • 0  | «                         | <b>»</b> 11      |                     |                           | ی ک   |
| Agricultu                                       | e Phys                                  | icals                                |  |                           |                  |                     |                           |   |
| Over control func<br>management, an             | ions for Agric<br>I integrated to       | ulture Physicals<br>o other modules. |  |                           |                  |                     |                           |   |
| Control aspects: -                              |   | Attend                               | ance records: -  |                           | Journals: -      | 101                 | Reportin                  | g: -  |
| Set up and                                      | Control                                 |                                      | Man attendance   | 2                         |                  | Physicals: Mar      | <u>Em</u> i               | ployees on activity   |
| 1697641107 No                                   | t before * 2                            | 3/06/201416                          | 5: Jun 2014  | Infolak                   | )<br>)           |                     |                           |   |
|   |   | Select                               | ALL Show Full  | Line C                    | ancel Of         | (                   |                           |   |
| <u>Costs: We</u><br><u>Costs: N</u>             | rkshop<br>achine                        | M                                    | <u>Workshop registe</u><br>an Work result types<br>Man Premi types | <u>r</u><br><u>1</u><br>1 | Enquiries:       |                     | <u>N</u><br>Balance<br>Ba | <u>Workshop posting</u><br>Listing: Resource<br>Ilance Listing: KPI |
| Custom: -                                       | ntions                                  | Machine                              | Performance Units<br>Resource classes                              | <u>1</u><br>1             |                  | Phys. Inl enquiries | Day Auc                   | dit Trail: Resource<br>Day Audit Trail: KPI<br>dit Trail: Resource  |
|   | , |                                      | KPI maste  | <u>.</u><br>[<br><u>3</u> | 1                |                     | Peri                      | od Audit Trail: KPI   |
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|   |   |                                      |  |                           |                  |                     |                           |   |

Slide 15 Slide notes:

| IES Client v8.3<br>Help Infolab | 36 : My IES<br>Connections        | .ogon <b>Logoff</b>             | Companion Wizard How do I |          |                    |                     |                         |                 |
|---------------------------------|-----------------------------------|---------------------------------|---------------------------|----------|--------------------|---------------------|-------------------------|-----------------|
| Help Infolab                    |                                   | .ogon Logoff                    | Companion Wizard How do I |          |                    |                     |                         |                 |
| ()                              | ? Q                               |                                 |                           | DataMart | s Business Modules | Action Focus (      | Option Select           |                 |
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| Over co<br>manage               | ntrol functions<br>ment, and inte | for Agricultur<br>grated to oth | er modules.               |          |                    |                     |                         |                 |
|                                 |                                   |                                 |                           |          |                    |                     |                         |                 |
| Control                         | aspects: -                        |                                 | Attendance records: -     |          | Journals: -        | LOT                 | Reporting: -            |                 |
| 5                               | Set up and Contr                  | ol                              | Man attendance            |          |                    | Physicals: Man      | Employe                 | es on activity  |
| Re                              | ecovery Accts: Ma                 | <u>in</u>                       | Emps on activities        |          | P                  | nysicals: Machine   |                         | Man Gangs       |
| Recover                         | y Accts: Worksho                  | p                               | Man Gangs                 |          |                    | Physicals: KP       | Man Gan                 | gs incl Emps    |
| Recov                           | ery Accts: Machir                 | e                               | Attendance codes          |          | Phy                | sicals: Workshop    | Vehicl                  | es on activity  |
|                                 | Contra Accts: KI                  | <u> </u>                        |                           |          | Physical Di        | ect, no Resource    | 1                       | Man posting     |
|                                 |                                   |                                 |                           |          | Physical Dire      | ct, with Resource   | Machine                 | posting (std)   |
| Perform                         | recoveries: -                     |                                 | Master file maint: -      |          | In                 | nport / Export Jnls | Machine                 | posting (perf)  |
|                                 |                                   |                                 |                           |          |                    |                     | Reso                    | urce Posting    |
|                                 | Costs: Ma                         | <u>n</u>                        | Vehicle register          |          |                    |                     |                         | KPI posting     |
|                                 | Costs: Worksho                    | <u>p</u>                        | Workshop register         |          |                    |                     | Work                    | shop posting    |
|                                 | Costs: Machin                     | <u>le</u>                       | Man Work result types     |          |                    |                     | Balance Listin          | ng: Resource    |
|                                 |                                   |                                 | Man Premi types           |          | Enquiries: -       |                     | Balanci<br>Dev Audit Te | e Listing: KPI  |
| Custom:                         | -                                 |                                 | Machine Performance Units |          |                    |                     | Day Audit Ha            | udit Treil: KDI |
|                                 | Local Option                      |                                 | Resource master           |          |                    | bye. In enquiries   | Period Audit Tr         | all: Resource   |
|                                 | Local Option                      | 13                              | Kesource master           |          | <u>-</u>           | nys om enquines     | Period Audit 112        | udit Trail: KPI |
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Slide notes: The Export file is lifted from the BRIDGE folder, transferred to the main Server, and imported again from the BRIDGE folder from where they will go into the 'Post Later' queue, the same as if captured on the main Server in the first place.



| Submit Quit Functions Commands |                  |                       |                             |                        |
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Slide 17 Slide notes:

|      | Client v®     | 6 . M.   | IEC       |                            |                  |      |   |       |     |
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| Help | Submit        | Ouit     | Functions | Commands                   |                  |      |   |       |     |
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|      |               |          |           | Location From              |                  |      |   |       |     |
|      |               |          |           | Exported On<br>Export Time |                  |      |   |       |     |
|      |               |          |           | Exported By                |                  |      |   |       |     |
|      |               |          |           | Source Journal Key         |                  |      |   |       |     |
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Slide notes: The Physicals Multi Journal options have a tab called 'Source' where we can see if the Journal was Exported or Imported, and the details to that effect.

| IES Client v8.36 : My IES<br>Help Submit Quit Fund | ctions Commands            |                  |             |   |   |   |
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Slide 19 Slide notes: