



Residential Services Manual

A large, faint, light gray version of the ABS logo graphic is centered on the page, serving as a background element.

Version management

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1 Residential Services

Residential services are a specific branch in the laundry business. Its customers are elderly homes, hospitals, hotels but also door to door services and shops where people can turn in dirty laundry and pick it up when it is washed. Residential services are based on private persons, or clients as they are named in the system. This includes residents in an elderly home, patients in a hospital and guests in a hotel.

1.1 What is specific about residential services

- Items are owned by the client,
- Whatever is brought by the client, must be returned to the same client,
- Washes can be invoiced to the customer or client, or a combination of both.
- Clients are individuals, some laundries have individual agreements with clients.

Module: PWBBASIS – PWB

2 Company related configuration

This chapter is about company related configuration. For Residential Services it is possible to add additional information like invoice- and delivery note-numbers in the Business Unit-dialog. It will also show you what is already available as pre-defined information related to this type of services, for example in the Stays-dialog.

2.1 Invoice settings per Plant

For Residential Services and invoicing it is important you add the following invoice line types:

- Residential Services Wash
- Client Labels

You do this in the Invoice Settings per Plant-dialog and tab page 'Invoice Line Types'.

Modify Invoice Settings per Plant

✔ Save ✘ Cancel

Plant |

General Settings
Commission Setup
Invoice Line Types
Invoice Frequencies
Statement Frequencies

Applicable Invoice Line Types (+ sequence of appearance on Invoice) Count : 26 Grid View

+ Add
 ✎ Modify
 - Delete
 ▲ Up
 ▼ Down
 ■ Grid Views
 🖨 Print

| Number | Description | Specific S... | System U... | Timestamp |
|--------|--|---------------|-------------|---------------|
| 9 | Repair | Always wh... | BUE | Jan 20, 20... |
| 10 | Locker Rent | Always wh... | BUE | Jan 20, 20... |
| 11 | Locker Service | Always wh... | BUE | Jan 20, 20... |
| 12 | Emblem Rent | Always wh... | BUE | Jan 20, 20... |
| 13 | Stockroom Handling & Label/Emblem charge | Always wh... | BUE | Jan 20, 20... |
| 14 | Special Charge | Always wh... | BUE | Jan 20, 20... |
| 15 | Miscellaneous | Never | BUE | Jan 20, 20... |
| 16 | Lease | Always wh... | BUE | Jan 20, 20... |
| 17 | Stock Charge | Always wh... | BUE | Jan 20, 20... |
| 18 | Sales | Always wh... | BUE | Jan 20, 20... |
| 19 | Finance charge | Always wh... | BUE | Jan 20, 20... |
| 20 | Garment Insurance | Always wh... | BUE | Jan 20, 20... |
| 21 | Cash Delay line | Always wh... | BUE | Jan 20, 20... |
| 22 | Minimum invoice amount | Always wh... | BUE | Jan 20, 20... |
| 23 | VAT | Always wh... | BUE | Jan 19, 20... |
| 25 | Lost Customer Residual Value Charge | Always wh... | WIF | Jul 10, 200.. |
| 26 | Lost Revenue Charge | Always wh... | WIF | Jul 10, 200.. |
| 27 | Residential Services Wash | Always wh... | MRA | Jul 29, 202.. |
| 28 | Client labels | Always wh... | MRA | Jul 29, 202.. |

2.2 Business Unit

The Business Unit-dialog has two extra settings related to Residential Services. These settings are used for delivery notes and invoicing.

2.2.1 Note Numbers Tab

Use tab page 'Note Numbers' and option 'Client Delivery Note' to make settings about the note numbers. This applies to the delivery notes/Invoice numbers that are created each time a delivery note/Invoice is generated.



Business Unit
— □ ×

Modify Business Unit

✓ Save and Exit
✗ Exit
⬆️ First
⬆️ Previous
⬇️ Next
⬇️ Last

Code Status bar Color 🎨

Description

Plant |

General
Activities
Note Numbers
Stockrooms
OR Settings
Internal Calculation
Pre-wash days for garments

Note Numbers
Other

| Note Numbers | | | | | | | | |
|------------------|---------------------------------|--------------------------------|-------------------------------------|---------------------------------------|---------------------------------------|--|--------------------------------|------------------------------------|
| | Prefix | Total Length | Free | Last | Next | | New Value (without prefix) | Activate |
| Packing Note | <input type="text" value="25"/> | <input type="text" value="8"/> | <input type="text" value="999999"/> | <input type="text" value="25583649"/> | <input type="text" value="25583650"/> | | <input type="text" value="0"/> | <input type="button" value="..."/> |
| Consignment Note | <input type="text" value="25"/> | <input type="text" value="8"/> | <input type="text" value="9999"/> | <input type="text" value="25255009"/> | <input type="text" value="25255010"/> | | <input type="text" value="0"/> | <input type="button" value="..."/> |
| Weighing Ticket | <input type="text" value="25"/> | <input type="text" value="8"/> | <input type="text" value="999999"/> | <input type="text" value="25000922"/> | <input type="text" value="25000923"/> | | <input type="text" value="0"/> | <input type="button" value="..."/> |
| Soil Ticket | <input type="text" value="25"/> | <input type="text" value="8"/> | <input type="text" value="999999"/> | <input type="text" value="25000088"/> | <input type="text" value="25000089"/> | | <input type="text" value="0"/> | <input type="button" value="..."/> |
| Work Order | <input type="text" value="25"/> | <input type="text" value="8"/> | <input type="text" value="999999"/> | <input type="text" value="25148166"/> | <input type="text" value="25148167"/> | | <input type="text" value="0"/> | <input type="button" value="..."/> |
| Purchase Order | <input type="text" value="25"/> | <input type="text" value="8"/> | <input type="text" value="999999"/> | <input type="text" value="25000031"/> | <input type="text" value="25000032"/> | | <input type="text" value="0"/> | <input type="button" value="..."/> |
| Client Del. Note | <input type="text" value="25"/> | <input type="text" value="8"/> | <input type="text" value="999999"/> | <input type="text" value="0"/> | <input type="text" value="25000000"/> | | <input type="text" value="0"/> | <input type="button" value="..."/> |

2.2.2 Note Number – Other Tab

Use tab page ‘Note Numbers’ and tab page ‘Other’ to make settings about the note numbers. This applies to the Client Invoice numbers that are created each time a Client Invoice is generated.

Business Unit
— □ ×

Modify Business Unit

✓ Save and Exit
✗ Exit
⬆️ First
⬆️ Previous
⬇️ Next
⬇️ Last

Code Status bar Color

Description

Plant |

General
Activities
Note Numbers
Stockrooms
OR Settings
Internal Calculation
Pre-wash days for garments

Note Numbers
Other

Invoice Numbers

| | Prefix | Total Length | Free | Last | Next | New Value (without prefix) | Activate |
|----------------|---------------------------------|--------------------------------|-------------------------------------|---------------------------------------|---------------------------------------|--------------------------------|-----------------------------------|
| Invoice | <input type="text" value="25"/> | <input type="text" value="8"/> | <input type="text" value="999999"/> | <input type="text" value="25026537"/> | <input type="text" value="25026538"/> | <input type="text" value="0"/> | <input type="button" value="OK"/> |
| Statement | <input type="text"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text"/> | <input type="text" value="0"/> | <input type="button" value="OK"/> |
| Client Invoice | <input type="text" value="66"/> | <input type="text" value="8"/> | <input type="text" value="999999"/> | <input type="text" value="0"/> | <input type="text" value="66000000"/> | <input type="text" value="0"/> | <input type="button" value="OK"/> |

Note Numbers






| | Prefix | Total Length | Free | Last | Next | New Value (without prefix) | Activate |
|-----------------|---------------------------------|--------------------------------|-------------------------------------|---------------------------------------|---------------------------------------|--------------------------------|-----------------------------------|
| Remit Batch | <input type="text"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text"/> | <input type="text" value="0"/> | <input type="button" value="OK"/> |
| Contact Manager | <input type="text" value="25"/> | <input type="text" value="8"/> | <input type="text" value="999999"/> | <input type="text" value="25000012"/> | <input type="text" value="25000013"/> | <input type="text" value="0"/> | <input type="button" value="OK"/> |
| Pick List | <input type="text" value="25"/> | <input type="text" value="8"/> | <input type="text" value="999999"/> | <input type="text" value="24999999"/> | <input type="text" value="25000000"/> | <input type="text" value="0"/> | <input type="button" value="OK"/> |
| Web Order | <input type="text" value="25"/> | <input type="text" value="8"/> | <input type="text" value="999999"/> | <input type="text" value="25000024"/> | <input type="text" value="25000025"/> | <input type="text" value="0"/> | <input type="button" value="OK"/> |
| Shipment List | <input type="text"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text"/> | <input type="text" value="0"/> | <input type="button" value="OK"/> |

2.3 Stays

Stays are used to indicate the current stay of a garment. A stay changes during scan-actions like Inscan, Outscan, Checkpoint scan, Repair scan and Rewash scan. For example, when a garment is scanned-in, the stay will be 'Inscan/In Laundry'.

There is a pre-defined list of stays for Residential services.








It is only possible to modify the description of a stay. All other information is fixed.

| Stays | | | |
|---|--------|------------------------------------|--|
| | | | Count : 62  Grid View  |
|  Modify  Grid Views  Print | | | |
| Type of Stay | Number | Description | |
| OR | 50 | | |
| Residential/Domestic | 10 | Inscan/In laundry | |
| Residential/Domestic | 15 | Inscan/Returned from Sub Contra... | |
| Residential/Domestic | 20 | Outscan/at customer | |
| Residential/Domestic | 25 | (Send to) Sub Contractor | |
| Residential/Domestic | 30 | Checkpoint | |
| Residential/Domestic | 40 | Repair | |
| Residential/Domestic | 50 | Rewash | |
| Residential/Domestic | 55 | Infectious Wash | |
| Residential/Domestic | 60 | In Laundry/delayed | |
| Residential/Domestic | 65 | Wrongly received | |
| Residential/Domestic | 70 | In Laundry/ready for delivery | |
| Residential/Domestic | 90 | Not scanned (Label) | |

2.4 ID Code Ranges

ID Code Ranges refer to the Unique ID of an item, container or OR Pack. Unique ID's that are commonly used are barcodes, chips and data matrix codes. ABSolute is able to have all these types stored and scanned or read with the system. To avoid duplicates within one organization the ID Code range can be set per Business Unit.

For the Residential Services a special type is available that can be used for defining ID Code ranges.

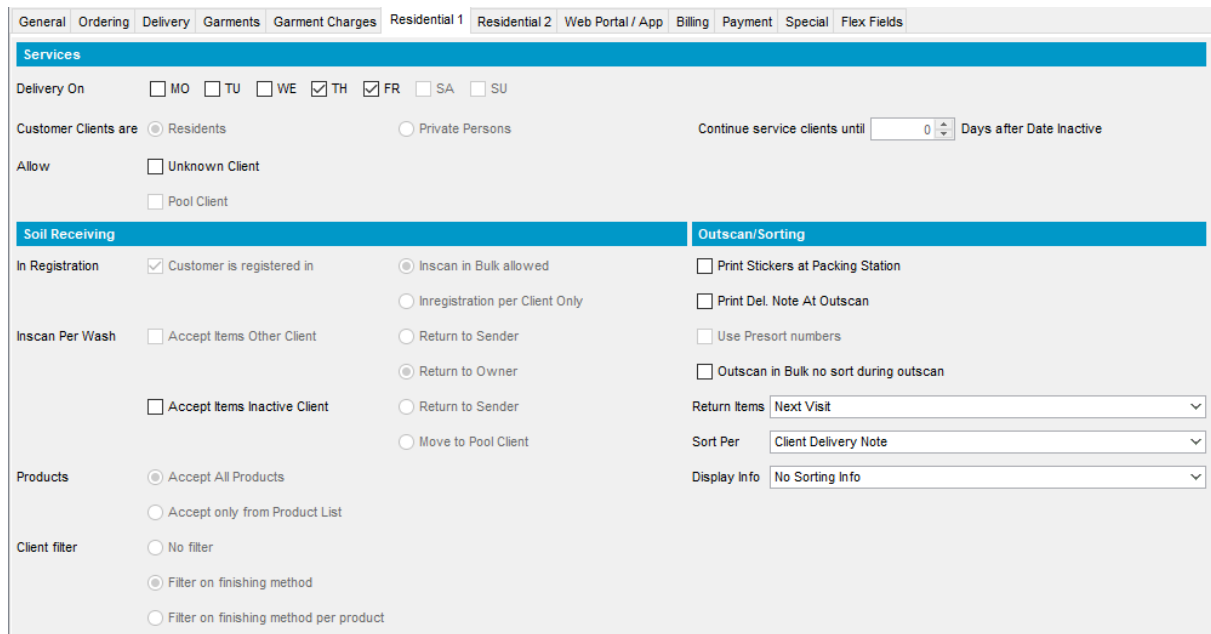
| ID Code Ranges | | | | | | |
|--|-------------------------------------|----------|--------|--------------|--------------|-------------------------------------|
| ID Codes to Identify Residential/Domestic  | | | | | | |
| ID Code Ranges | | | | | | |
|  Add  Modify  Delete  Duplicate  Grid Views  Print | | | | | | |
| Business Unit | Primary | Type | Length | Start Value | End Value | Generate |
| 11 | <input checked="" type="checkbox"/> | Barcode | 6 | 000000 | 999999 | <input checked="" type="checkbox"/> |
| 11 | <input checked="" type="checkbox"/> | Dotcode | 8 | 00000000 | 99999999 | <input type="checkbox"/> |
| 11 | <input checked="" type="checkbox"/> | Chipcode | 12 | 000000000000 | 999999999999 | <input type="checkbox"/> |
| 15 | <input checked="" type="checkbox"/> | Barcode | 6 | 000000 | 999999 | <input type="checkbox"/> |
| 15 | <input checked="" type="checkbox"/> | Barcode | 10 | 0000000000 | 9999999999 | <input checked="" type="checkbox"/> |
| 20 | <input checked="" type="checkbox"/> | Barcode | 8 | 00000000 | 99999999 | <input checked="" type="checkbox"/> |

3 Customer related information

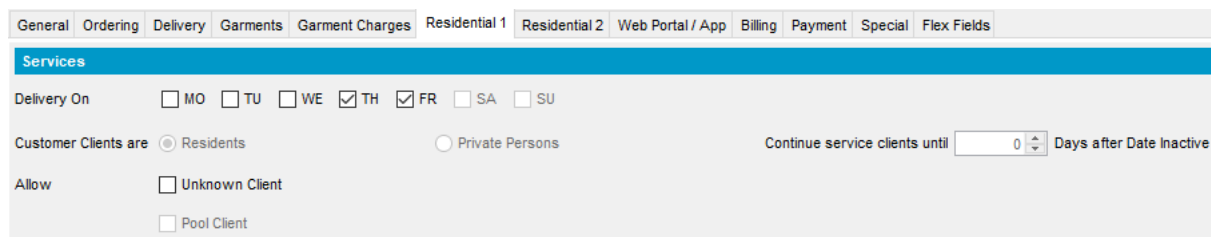
There are two tabs in the customer dialog for residential settings. The first one is mainly focused on the delivery and production information and the second one is mainly for layouts and invoicing.

3.1 Residential 1

For Residential Services, a configuration can be made about delivery, soil receiving, outscan and sorting.



3.1.1 Residential 1 – Services



| Option | Description |
|---|---|
| Delivery on | Select the day(s) the delivery should take place for this customer. You can select the day(s) you had entered in the 'Delivery Tab'. Only then it is possible to enter the other fields in this tab-page. |
| Customer clients are Residents or Private Persons | You have to select one of the options: Residents These clients are the residents of a nursing home. All garment-services will go via the nursing home. Private Persons |

| | |
|---|--|
| | <p>allowed' would mean you could register all clients together.</p> <p>Note: The option 'Inscan in Bulk Allowed' can be enabled with a System Setting.</p> |
| Inscan per wash | <p>The Incan Per Wash is fixed to:</p> <ul style="list-style-type: none"> Return to Owner <p>When scanning in per wash and an item is scanned from another client it can be rejected (the user must create a separate delivery note for the owner of the item) or it can be accepted. If it is accepted, it can be returned (and invoiced to) the sender or to the owner.</p> <p>When 'accept items from inactive client' is marked, it means a client can already be indicated as in-active while items from this client should still be accepted during scanning-in.</p> <p>Note: The option 'Return to Sender' can be enabled with a System Setting.</p> |
| <p>Products:</p> <ul style="list-style-type: none"> Accept all products Accept only from product list | <p>For each customer it is possible to define a list of products with the Product List Per Customer-dialog.</p> <p>You can select here what products you want to accept during Soil Receiving. All possible products or only the products from the product list per customer?</p> |
| Client filter | <p>It can be defined what client filter should be used during soil receiving: No filter, filter on finishing method or filter on finishing method per product.</p> |

3.1.3 Residential 1 – Outscan/Sorting

Outscan/Sorting

Print Stickers at Packing Station

Print Del. Note At Outscan

Use Presort numbers

Outscan in Bulk no sort during outscan

Return Items Next Visit ▼

Sort Per Client Delivery Note ▼

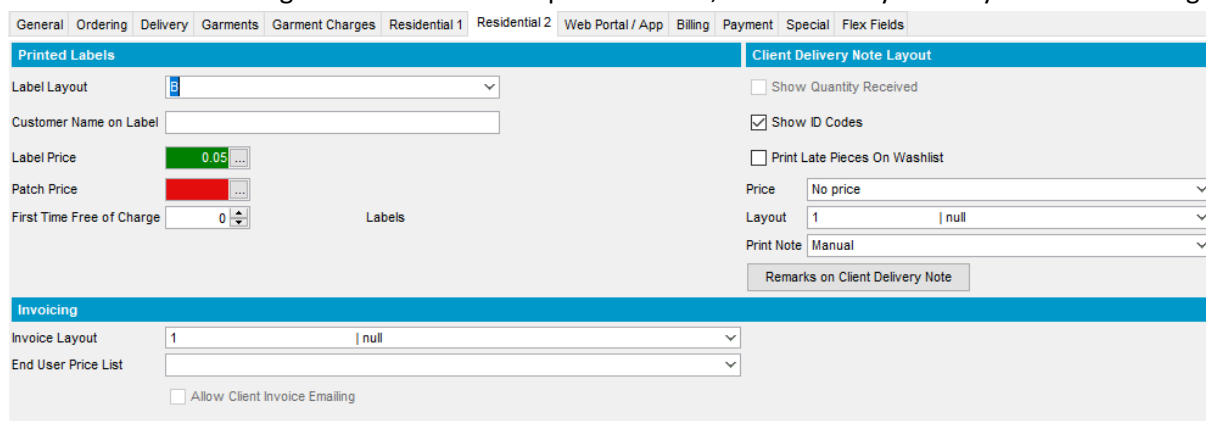
Display Info No Sorting Info ▼

| Option | Description |
|-----------------------------------|---|
| Print Stickers at Packing Station | Mark this option if you want to print stickers at the packing station. Example: These stickers can be used to identify bags |

| | |
|--|--|
| | or containers that contain garments for a specific client or customer. |
| Print Delivery Note at Outscan | Mark this option if you want to print delivery notes during outscan. |
| Use Presort Numbers | Mark this option if clients must be grouped using a presort number. Clients are sorted out using these presort groups. Note: You can enable this option with a System Setting. |
| Outscan in Bulk no sort during outscan | Mark this option if you want to outscan in bulk – all items together for one customer – and do not want to sort during this. |
| Return Items | Return items; select from a list of pre-defined options. For example 'Next Visit'. Possible options: Next visit / Same route next week / Based on return route |
| Sort Per | Select the way you want to sort the items during outscan, possible options: Client Delivery Note / Client Number / Client Search Name / Department+Room number |
| Display info | What info to display during outscan/sorting, select from a list of pre-defined options: Box Number / Box Number + Department Number / Client Number / Delivery Point / Department Number / No Sorting Info / Room Number / Service Team |

3.2 Residential 2

Via Residential 2 settings can be made about printed labels, client delivery note layout and invoicing.



The screenshot shows the 'Residential 2' settings page. The 'Printed Labels' section includes:

- Label Layout: dropdown menu with 'B' selected
- Customer Name on Label: text input field
- Label Price: numeric input field with '0.05' and a green background
- Patch Price: numeric input field with a red background
- First Time Free of Charge: numeric input field with '0' and a spinner
- Labels: text input field

 The 'Client Delivery Note Layout' section includes:

- Show Quantity Received: unchecked checkbox
- Show ID Codes: checked checkbox
- Print Late Pieces On Washlist: unchecked checkbox
- Price: dropdown menu with 'No price' selected
- Layout: dropdown menu with '1' selected
- Print Note: dropdown menu with 'Manual' selected
- Remarks on Client Delivery Note: button

 The 'Invoicing' section includes:

- Invoice Layout: dropdown menu with '1' selected
- End User Price List: dropdown menu with 'null' selected
- Allow Client Invoice Emailing: unchecked checkbox

Residential 2 – Printed Labels

Printed Labels

Label Layout B ▼

Customer Name on Label

Label Price 0.05 ...

Patch Price ...

First Time Free of Charge 0 ▲▼

Labels

| Option | Description |
|---------------------------|---|
| Label Layout | Select the label layout you want to use for printing labels. You can decide to use the same layout for all customers or use different layouts for one or more of them. Select from a list of user-definable layouts. |
| Customer Name on Label | Enter the name of the customer for printing on a label. Be sure this name is not too long, so it will fit on the label during printing. If you do not print this name on a label you can leave it empty. |
| Label Price / Patch Price | If you want to charge the labels to the customer and/or the patching of the labels to the items, you can set a price here. |
| First Time Free of Charge | The first number of printed labels that are free of charge can be set here. |

3.2.1 Residential 2 – Client Delivery Note Layout

Client Delivery Note Layout

Show Quantity Received

Show ID Codes

Print Late Pieces On Washlist

Price No price ▼

Layout 1 | null ▼

Print Note Manual ▼

Remarks on Client Delivery Note

| Option | Description |
|---------------|---|
| Show ID Codes | Mark this if you want to show ID codes on the delivery notes. This means all ID codes (like barcodes) will be shown on the delivery note. |

| | |
|---------------------------------|---|
| Print Late Pieces on Wash list | Mark this if you want to print late pieces on the wash list. These are pieces that will be delivered at a later time. |
| Price | <p>Select one of the following pre-defined options:</p> <p>Invoice Price</p> <p>The delivery note should include price-information. For Residential Services, the wash-price can be shown on the delivery note.</p> <p>No Price</p> <p>The delivery note should not include price-information. This means it will only show a list of garments that have been washed, without price information.</p> <p>Specific Price (excl. Vat)</p> <p>Use this option if you want to make a difference in the price that appears on the delivery note for clients compared to the price for the customer. Excluding VAT. This specific price can be entered in the Product List per Customer-dialog in field 'Price on Del. Note'. Example: Jacket wash-price on delivery note for client is '0.50'. Jacket wash-price for customer is '0.40'.</p> <p>Specific Price (incl. Vat)</p> <p>See above, but including VAT.</p> |
| Layout | Select the layout for the delivery note. You can decide to use a default layout for all customers, or make different layouts for one or more of them. |
| Print Note | <p>Select how to print the note from pre-defined options:</p> <p>Manual / Outscan and sorted upon change of client / Outscan and sorted upon closing batch / Soil receiving upon change of batch</p> |
| Remarks on client delivery note | <p>Use this button to enter remarks that should appear on the delivery note. By entering a start- and end-date you can relate this to a specific date-period.</p> <p>For example 'Merry Christmas!'.</p> |

3.2.2 Residential 2 – Invoicing

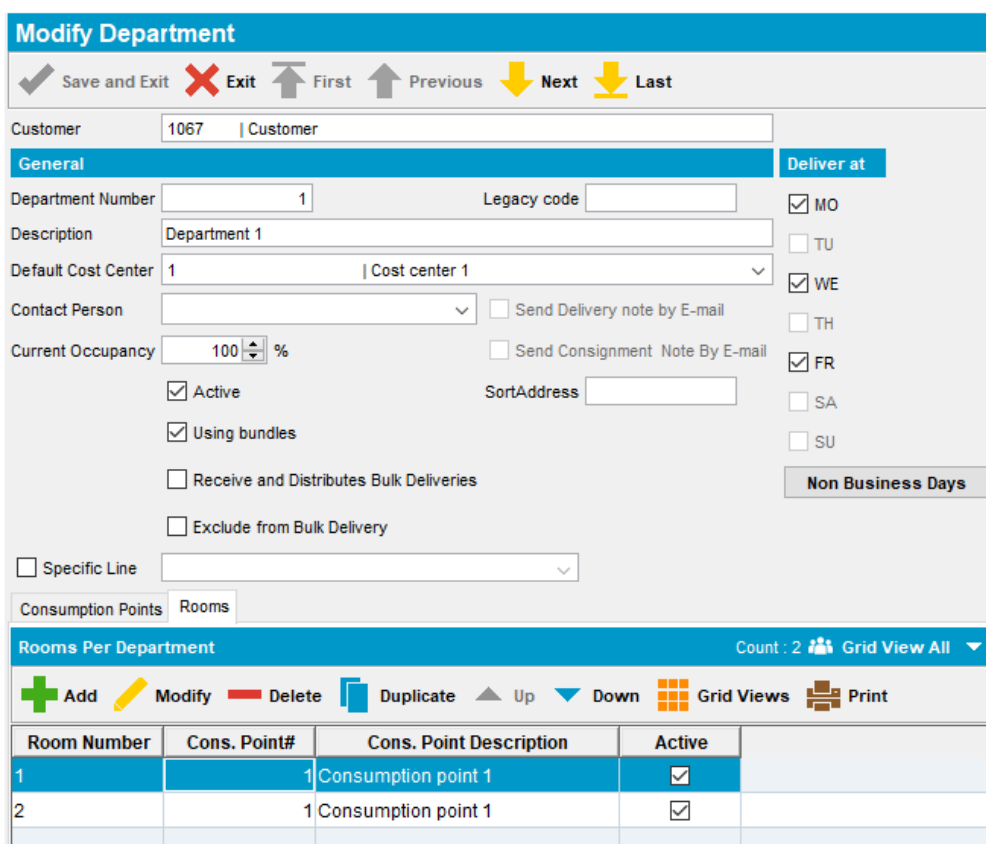
Invoicing

| | |
|--|--|
| Invoice Layout | <input style="width: 90%; border: 1px solid #ccc;" type="text" value="1"/> null ▼ |
| End User Price List | <input style="width: 90%; border: 1px solid #ccc;" type="text"/> ▼ |
| <input type="checkbox"/> Allow Client Invoice Emailing | |

| Option | Description |
|--------------------------------|--|
| Invoice Layout | Select the invoice layout from a list of user-definable layouts. |
| End User Price List | It is possible to use a price list for the end user. This can be defined here. |
| Allow Client Invoice E-mailing | Mark this to allow sending invoices by e-mail to clients. |

4 Departments / Rooms

In the department dialog a tab is added to maintain rooms per department (only for module PWB). If customer has private persons, the tab is inactive (private persons do not have a room). Room numbers can be defined unique per department.



Modify Department

Save and Exit Exit First Previous Next Last

Customer: 1067 | Customer

General Deliver at

Department Number: 1 Legacy code: [] MO TU WE TH FR SA SU

Description: Department 1

Default Cost Center: 1 | Cost center 1

Contact Person: [] Send Delivery note by E-mail Send Consignment Note By E-mail

Current Occupancy: 100 % Active Using bundles Receive and Distributes Bulk Deliveries Exclude from Bulk Delivery

SortAddress: [] **Non Business Days**

Specific Line: []

Consumption Points: Rooms

Rooms Per Department Count: 2 Grid View All

+ Add Modify Delete Duplicate Up Down Grid Views Print

| Room Number | Cons. Point# | Cons. Point Description | Active |
|-------------|--------------|-------------------------|-------------------------------------|
| 1 | 1 | Consumption point 1 | <input checked="" type="checkbox"/> |
| 2 | 1 | Consumption point 1 | <input checked="" type="checkbox"/> |

5 Client and inventory categories

Via Client and Inventory Categories-dialog, categories can be defined to make a distinction for client invoices. This determines if all client invoices should be made for the customer, for the client or for both (split).

Customers (din diverse 2) Touch Screen Button Client and Inventory Categories +

Client and Inventory Categories

Customer 1989 | Mircea- Residential

Client Invoice Category Client Categories Inventory Categories

Client Invoice Categories

+ Add Modify Delete Duplicate Grid Views Print

| Code | Description | Active | Default |
|------|-----------------|-------------------------------------|-------------------------------------|
| 1 | All to Customer | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2 | All to Client | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3 | Split | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |

6 Client related information

Clients can be residents of an elderly home, guests in a hotel, patients in a hospital, etc. In general clients are private persons. Clients can be regular (like residents in an elderly home), temporary (like a guest in a hotel) or a one-time customer (someone turning in items in a laundry shop).

Private persons are a special category of clients. Private persons are usually one-time customers (Passer by client) or temporary clients (for a short period). This is especially important for billing, because they should pay in cash. A client is a private person, when the customer is set to have private person clients.

6.1 Clients dialog

The Clients dialog is used to enter all client-specific information.

ABSSolute

File Menu BU Line ContactManager Service Charges Switchboard Preferences Help

depa **Client**

Customer 1600 | Customer

Show All Departments Only Department

Clients Count: 5 Grid View All

+ Add Modify Delete Duplicate Move Client Grid Views Print Only show active

| Number | Name | Admin Number | Departmen... | Presort Number | Room | Client Cate... | Client Category Descrip... |
|--------|----------|--------------|--------------|----------------|------|----------------|----------------------------|
| 1 | Client 1 | | Department 1 | | 11 | 1 | client category 1 |
| 2 | Client 2 | | Department 1 | | 11 | 1 | client category 1 |
| 3 | Client 3 | | Department 1 | | 11 | 1 | client category 1 |
| 4 | Client 4 | | Department 1 | | 11 | 1 | client category 1 |
| 5 | Client 5 | | Department 1 | | 11 | 1 | client category 1 |

6.1.1 Resident Tab

Via Resident Tab, the details about the client can be entered, like number, name, search name, department, room, etcetera. In Logistics-part a flag can be set, e.g. to indicate labels should be printed for this client.

Client

Modify Client

Save and Exit
 Exit

Customer: 600002 | Seniorenresidenz 2 Legacy code:
 Client Number: 1 Date Active: 01/01/2010
 Name: Helga Sommer

General Information

Search Name: SOMMER Admin Number: 1
 First Name: Helga Public Service Number:
 Name on Label: Helga Sommer Date of Birth: 05/05/1930
 Department: 1 | - Date Inactive:
 Room: 1 End Date Service:
 Gender: Unknown Male Female

Logistics

Flag: EXTRA | Flag Start Date: 11/18/2014
 Remark: Test
 Client Category:
 Laundry Services Participant

6.1.2 Billing Tab

Via Billing Tab, the Client Invoice category can be set, where the invoice should be addressed to (customer, contact person or client), and details about the payment can be defined.

Client

Modify Client

Save and Exit
 Exit

Customer: 600002 | Seniorenresidenz 2 Legacy code:
 Client Number: 1 Date Active: 01/01/2010
 Name: Helga Sommer

| Billing | Payment |
|--|---|
| Client Invoice Cat.: SELBST Selbstzahler | Payment via: Cash |
| Address Invoice To: <input type="radio"/> Customer | Bank Institution: <input type="text"/> |
| <input type="radio"/> Contact Person | Bank Account: <input type="text"/> |
| <input checked="" type="radio"/> Client | Iban Number: <input type="text"/> |
| #Free of Charge Labels: 0 | <input type="checkbox"/> Deposit Bank: <input type="text"/> |

AR Invoice Settings

Debtor Number: 0

6.1.3 Contact Information Tab

Via this tab, contact information can be defined, with details about phone number, mobile phone and email. Also contact persons (one or more) can be entered here, for example, this can be family of the client that takes care of the laundry services, or an insurance company.

Client

Modify Client

Save and Exit
 Exit

Customer: 600002 | Seniorenresidenz 2 Legacy code:
 Client Number: 1 Date Active: 01/01/2010
 Name: Helga Sommer

Resident | **Contact Information** | Products | Wash History | Delayed Products | Client Invoices | Labels | Budgets

Contact Information

Phone Number: Email:
 Mobile Phone Number: Send Invoice by E-mail

Contact Persons per Client

Count: 1

| Number | Name | Phone | Invoice Contact Per... | Contact Type |
|--------|---------------|------------|--------------------------|-------------------|
| 1 | Frau Frühling | 0355-43567 | <input type="checkbox"/> | Legal represen... |

6.1.4 Products Tab

Here the products can be defined per client. This is about the garments that are assigned to the client. Per product, it is also possible to view the details about the unique items that are issued.

Client

Modify Client

Save and Exit
 Exit

Customer: 600002 | Seniorenresidenz 2 Legacy code:
 Client Number: 1 Date Active: 01/01/2010
 Name: Helga Sommer

Resident | Billing | Contact Information | **Products** | Wash History | Delayed Products | Client Invoices | Labels | Budgets

Products per Client

Count: 6

| Produc... | Product Description | Size Code | Size Description | Finishing ... | Finishing Method Descri... | Quantity in circ... |
|-----------|---------------------|-----------|------------------|---------------|----------------------------|---------------------|
| BEW005 | Strumpfhose | - | - | B_L | B_L | 4 |
| BEW018 | BH | - | - | B_L | B_L | 4 |
| BEW020 | Nachthemd | - | - | B_L | B_L | 2 |
| BEW030 | Bademantel | - | - | B_L | B_L | 1 |
| BEW101 | Bluse/Oberhemd | - | - | B_CR_H | B_CR_H | 5 |
| BEW900 | Bewohnersack | - | - | - | Folded | 1 |

6.1.5 Wash History Tab

Here details are shown about the wash history, with details about the delivery notes.

Client

Modify Client

Save and Exit
 Exit

Customer: 600002 | Seniorenresidenz 2 Legacy code:
 Client Number: 1 Date Active: 01/01/2010
 Name: Helga Sommer

Resident | Billing | Contact Information | Products | **Wash History** | Delayed Products | Client Invoices | Labels | Budgets

Client Delivery Notes Count: 0

Show Notes from Delivery Date: 04/29/2020
 Only not invoiced

| Note Nu... | Year | Week | Batch Num... | Creation Date | Date Completed | Delivery Date | Invoice Number |
|------------|------|------|--------------|---------------|----------------|---------------|----------------|
| | | | | | | | |
| | | | | | | | |

6.1.6 Delayed Products Tab

Here details are shown about delayed products. These are products that are still serviced by the laundry and are not returned yet to the client.

Client

Modify Client

Save and Exit
 Exit

Customer: 600002 | Seniorenresidenz 2 Legacy code:
 Client Number: 1 Date Active: 01/01/2010
 Name: Helga Sommer

Resident | Billing | Contact Information | Products | Wash History | **Delayed Products** | Client Invoices | Labels | Budgets

Delayed Products Count: 0

Show Outstanding Only

| Unique ... | Product ... | Product ... | Size | Size Description | Finishing Method | Finishing Method Desc... |
|------------|-------------|-------------|------|------------------|------------------|--------------------------|
| | | | | | | |
| | | | | | | |

6.1.7 Client Invoices Tab

This Tab shows details about the client invoices.

Client

Modify Client

Save and Exit
 Exit

Customer: 600002 | Seniorenresidenz 2 Legacy code:
 Client Number: 1 Date Active: 01/01/2010
 Name: Helga Sommer

Resident | Billing | Contact Information | Products | Wash History | Delayed Products | **Client Invoices** | Labels | Budgets

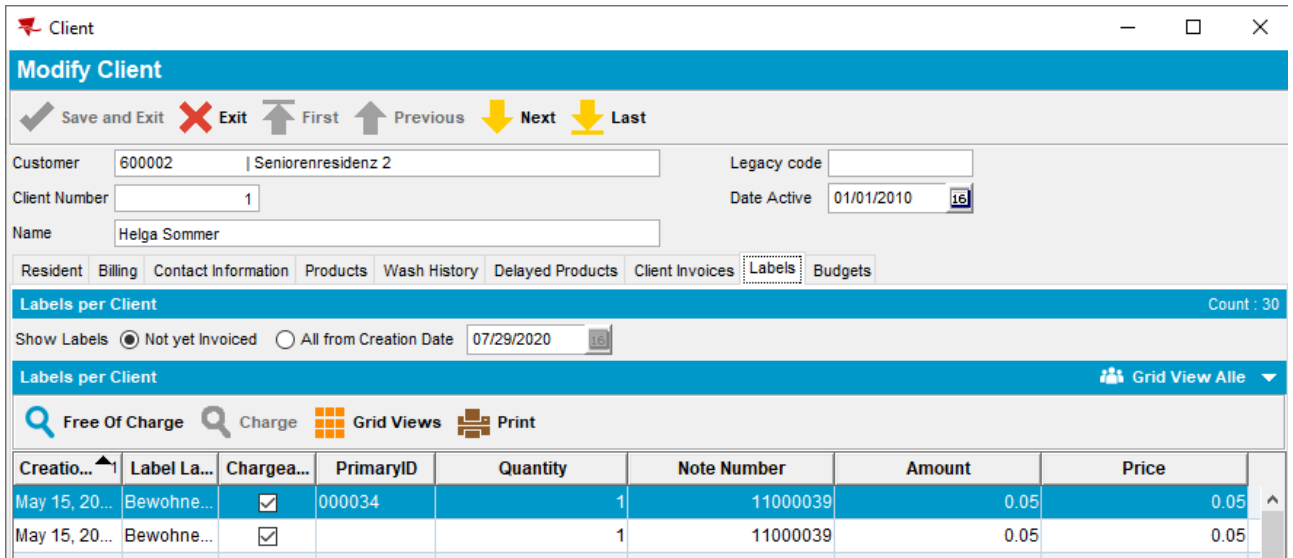
Show Test Invoices Final Invoices 07/29/2019

Client Invoices Count: 0

| Frequ... | Invoice T... | Invoice# | Date | Start Month | End Month | Start Week | Invoice Comments |
|----------|--------------|----------|------|-------------|-----------|------------|------------------|
| | | | | | | | |
| | | | | | | | |

6.1.8 Labels Tab

This tab shows details about the labels, when they were created, including details about the quantity, amount and price per label.



Modify Client

Save and Exit Exit First Previous Next Last

Customer: 600002 | Seniorenresidenz 2 Legacy code:
 Client Number: 1 Date Active: 01/01/2010
 Name: Helga Sommer

Resident Billing Contact Information Products Wash History Delayed Products Client Invoices **Labels** Budgets

Labels per Client Count : 30

Show Labels Not yet Invoiced All from Creation Date 07/29/2020

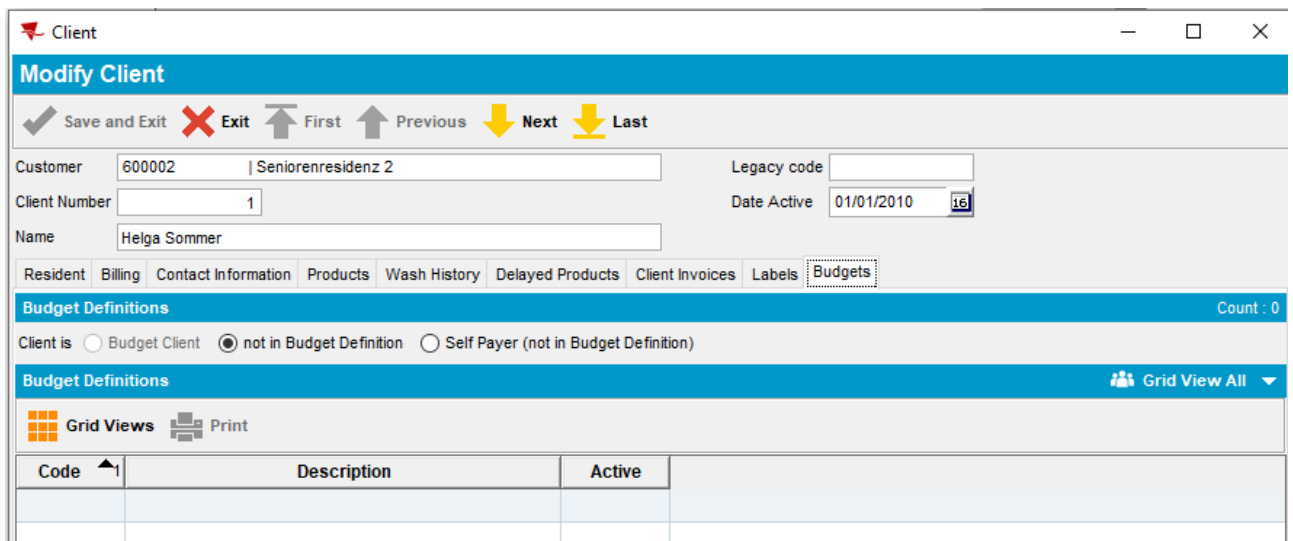
Labels per Client Grid View All

Free Of Charge Charge Grid Views Print

| Creatio... | Label La... | Chargea... | PrimaryID | Quantity | Note Number | Amount | Price |
|---------------|-------------|-------------------------------------|-----------|----------|-------------|--------|-------|
| May 15, 20... | Bewohne... | <input checked="" type="checkbox"/> | 000034 | 1 | 11000039 | 0.05 | 0.05 |
| May 15, 20... | Bewohne... | <input checked="" type="checkbox"/> | | 1 | 11000039 | 0.05 | 0.05 |

6.1.9 Budgets Tab

Budget related information is shown here.



Modify Client

Save and Exit Exit First Previous Next Last

Customer: 600002 | Seniorenresidenz 2 Legacy code:
 Client Number: 1 Date Active: 01/01/2010
 Name: Helga Sommer

Resident Billing Contact Information Products Wash History Delayed Products Client Invoices Labels **Budgets**

Budget Definitions Count : 0

Client is Budget Client not in Budget Definition Self Payer (not in Budget Definition)

Budget Definitions Grid View All

Grid Views Print

| Code | Description | Active |
|------|-------------|--------|
| | | |

7 Items per Client

Items per client: shows all unique items on ID code level. Can be started using the 'view items' button from Clients-dialog via Products-Tab, or as an independent dialog. In that case selection on customer, client and product must be entered.

| Items Per Client | | | | | | | | | | |
|------------------|-------------|------|-----------------|----------|----------------|----------------|------|-------------|------------------|-------|
| Product | Description | Size | Finishing Me... | ID Code | Status | Stay | Flag | Print Date | Number of Was... | Remar |
| | | | | 00000928 | No product ... | Not scanne... | | May 5, 2016 | 0 | |
| | | | | 00000929 | No product ... | Not scanne... | | May 5, 2016 | 0 | |
| | | | | 00000930 | No product ... | Not scanne... | | May 5, 2016 | 0 | |
| | | | | 00000931 | No product ... | Not scanne... | | May 5, 2016 | 0 | |
| | | | | 00000932 | No product ... | Not scanne... | | May 5, 2016 | 0 | |
| RESID1 | Blouse | 00 | - | 00000933 | In Circulation | Outscan/at ... | | May 5, 2016 | 1 | |
| RESID1 | Blouse | 00 | - | 00000934 | In Circulation | In Laundry/... | | May 5, 2016 | 0 | |
| RESID1 | Blouse | 00 | - | 00000935 | In Circulation | In Laundry/... | 214 | May 5, 2016 | 0 | |
| RESID1 | Blouse | 00 | - | 00000937 | In Circulation | Outscan/at ... | | May 5, 2016 | 1 | |
| RESID2 | Blouse | 00 | - | 00000936 | In Circulation | Outscan/at ... | | May 5, 2016 | 1 | |
| RESID2 | Blouse | 00 | - | 00000978 | In Circulation | In Laundry/... | | May 5, 2016 | 0 | |

8 Unique residential items

Unique items for residential services are completely separated from garments and pool items. They have their own ID code ranges, their own flag types, statuses, stays and are stored in a different table (including different tables for scans, items out of circulation etc.).

Items Per Client
Maintain Unique Residential Item
+

Inquiry Maintain Unique Residential Item

Save
Cancel

ID Code 00000936

Details

Additional Info

Scan History

Delivery History

| Client Details | | Status / Stay | |
|----------------|------------------|----------------|---------------------------------------|
| Customer | 1600 Customer | Current Status | In Circulation Since May 5, 2016 |
| Client | 1 Client 1 | Stay | Outscan/at customer Since May 5, 2016 |
| Department | 1 Department 1 | | |
| Room | 1 | | |

| Item Details | | | |
|------------------|-----------------|--|--|
| Product | RESID2 BLOUSE | <input type="checkbox"/> Specific Wash Process | |
| Size | 00 size 00& | <input type="checkbox"/> Specific Color | |
| Finishing Method | - - | | |

| Flags | Remark | Start Date |
|-------|--------|------------|
| | | |

F2 Modify

F3 Maintain Flags

F4 Reprint Label

F7 Take out of Circulation

F6 Rewash

F8 Change ID Code

F9 Add Secondary ID

F11 Repair Pointer

F12 Client

9 Product related information

For Residential Services products should be defined with 'type of merchandize' set to 'Residential/Domestic'. Normally, you do not define sizes for this type of products, although it is possible in ABSolute. For this type of merchandize also some fields will be disabled because they are not needed/usable for this type.

Example:

Products 'Sweater', 'Shirt', 'Trousers', 'T-Shirt', 'Robe', 'Socks' and 'Underpants' are of product group 'Garments'. Only one global size is defined as '-'-.

Inquiry Products

Add
 Modify
 Duplicate
 Delete

Code: Active Legacy code:

Description:

General
Logistics
Sizes
Pack
Image
Foreign descriptions
Special
Remark
Attachments

General

Long Description:

Short Description: Registration Unit: Type of Merchandise:

Product Group: | Weighing Category:

Specification
Billing

Color: | Automatic Replacement: %

Fabric: | Minimum Turn Around: %

Default wash process: | Ranking:

Emblem Specification: Tax Group: | Tax 0

Finishing Methods
Catalogues
Washing Processes

Possible Finishing Methods Count: 1 Grid View All

Add
 Modify
 Delete
 Grid Views
 Print

| Code | Description | Folding Pr... |
|------|-------------|---------------|
| B_L | B_L | |
| | | |

9.1 Sizes

For each product at least one size should be entered.

For Residential Services normally no sizes are used for the garments of the residents. In that case just a '-' size should be entered which stands for 'no size'.

Inquiry Products

+ Add ✎ Modify 📄 Duplicate ✖ Delete

Code: Active Legacy code:

Description:

General Logistics Sizes Pack Image Foreign descriptions Special Remark Attachments

Sizes

Size Type: |

Allow Special Sizes

Allow reservation of alternative sizes

Default Bundle Qty: Default Theoretical Weight:

Available Sizes Count: 1 Grid View Alle

+ Add ✎ Modify ✖ Delete ▲ Up ▼ Down 👤 Suppliers 📊 Grid Views 🖨 Print

| Code | Description | Special | Unfinis... | Bundle Qty | Theoret... |
|------|-------------|--------------------------|--------------------------|------------|------------|
| - | - | <input type="checkbox"/> | <input type="checkbox"/> | 1 | 0.0000 |

10 Price related information

The definition of prices is important for invoicing activities and reporting functionality.

10.1 General price list

General Price Lists

Wash Rent Replacement Sales Weight Emblem Repair Insurance Special Charge

Price Lists Wash Grid View Alle

+ Add ✎ Modify ✖ Delete 📄 Duplicate 📊 Grid Views 🖨 Print ⏴ Load More ⏵ Load All Show active only








| Code | Description | Currency | Autom. ... | Active | Price Inde... |
|------|-----------------------------|----------|-------------------------------------|-------------------------------------|---------------|
| 1 | Test price list wash | EU | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 1 |
| 10 | Preisliste Waschservice ... | CHF | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 100 | Preisliste Kundenspezifi... | CHF | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 1000 | COG Wash | CHF | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | |

You can create a list of general prices. For each product it is possible to define the general price, for actions like wash/sales/rent/emblems/replacement and weight. When you have defined this for all related products, you can use this general price list as default for each customer.

Remark: For Residential services only the wash-price is relevant.







10.2 Product (price) list per customer

In Product list per customer-dialog, there is an extra tab (Residential Products) that should be used for residential services.

| Product Lists Per Customer | | | | | |
|---|---------------|-----------------------------|------------------|--------------|----------|
| Customer | | 600002 Seniorenresidenz 2 | Currency: CHF | | |
| Contract Products | | Residential Products | Loans | | |
| Product List Per Customer | | | | | |
|  Add  Modify  Delete  Duplicate  Copy From Price List  Grid Views  Print | | | | | |
| Code | Description | Size Definition | Finishing Met... | Start Date | End Date |
| BEW001 | Socks White | - | B_L | May 13, 2010 | |
| BEW002 | Socks colored | - | B_L | May 13, 2010 | |
| BEW003 | Stockings | - | B_L | May 13, 2010 | |
| BEW005 | Tights | - | B_L | May 13, 2010 | |

Product List Per Customer

Modify Product List Per Customer

 Save and Exit
  Exit
  First
  Previous
  Next
  Last

Customer: 600002 | Seniorenresidenz 2 Finishing Method: B_L | B_L
 Product/Model: BEW001 | SOCKS WHITE Size: - | - Start Date: 05/13/2010 End Date: 16 | 16

Customer Specific Definition

 Code:
 Description:

Budget Control

 Budget Relevant
 Product in: in Budget Not in Budget Self Paid(Not in Budget)








You have to define the products that are related to a customer. This is also used to define customer related prices. So for each product and for each customer you can define the price for actions like wash/sales/rent/emblems/replacement and weight. If you do not want to define customer related prices, you can also take the prices from the general price list.

Remarks

The product list per customer is also used during an action like 'Generate Labels', where products are issued to clients. So it is important all needed products are added to the product list per customer before you can issue the products. See also paragraph '**Error! Reference source not found.**'.

For Residential services only the wash-price can be defined.

10.3 Price list priorities per customer

| Price Lists Per Customer | | | | | | |
|--|--------|--------------------|----------|------------|----------|--|
| Customer | 600002 | Seniorenresidenz 2 | ... | Currency | CHF | |
| Prices Discounts/Surcharges | | | | | | |
| Price List Priorities Wash Rent Replacement Sales Weight Emblems Rent Emblem Repairs Special Charge | | | | | | |
| Price Lists Priorities | | | | | | |
|  Add  Modify  Delete  Duplicate  Grid Views  Print  Show Price List | | | | | | |
| Type | Code | Description | Priority | Start Date | End date | |
| Wash | | Customer speci... | 1 | 2010-05-13 | | |
| Wash | BEW1 | Altenheime-Be... | 2 | 2010-05-13 | | |
| Weight | | Customer speci... | 1 | 2010-05-13 | | |
| Weight | BEW01 | Bewohnerwasc... | 2 | 2010-05-13 | | |

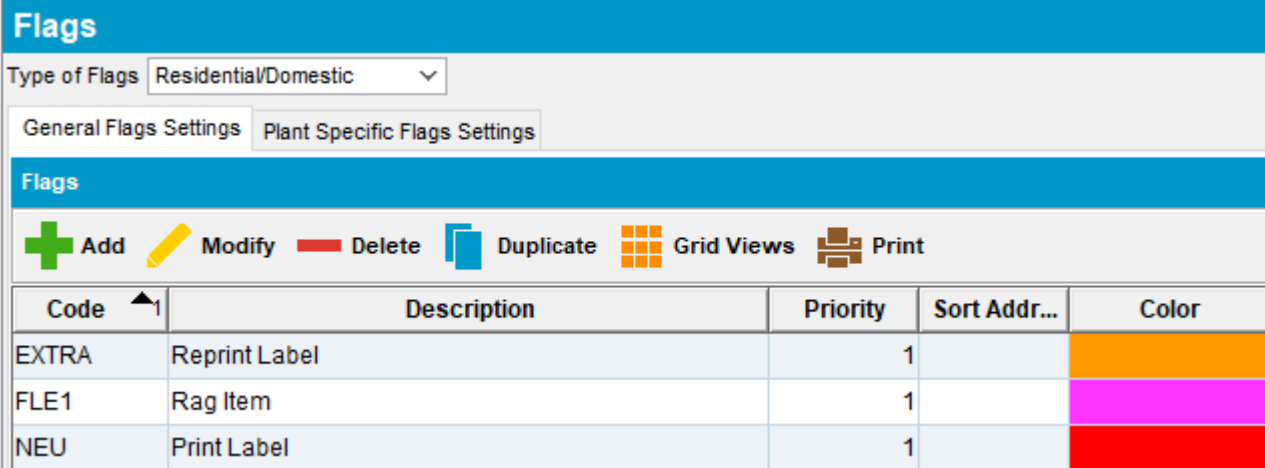
The price list per customer is used to define priorities for pricing related to customers. Suppose you have two price lists, one general price list and one customer related price list, both for wash. Then you can give the customer related price list higher priority compared to the general price list. This means, if the wash-price for a given product is not defined in the customer related price list, then the wash-price will be taken from the general price list.

11 Production related information

This chapter will inform you about production related information. Before you can make use of residential services it is necessary to enter production related information in ABSolute. This is information like - for example – Flags, Label Layouts and Form Layouts.

11.1 Flags

The Flags-dialog has an additional type for use with residential services. This type is named 'Residential/Domestic'.



| Code | Description | Priority | Sort Addr... | Color |
|-------|---------------|----------|--------------|--------|
| EXTRA | Reprint Label | 1 | | Orange |
| FLE1 | Rag Item | 1 | | Pink |
| NEU | Print Label | 1 | | Red |

11.2 Label Layouts

Label Layouts are the physical printed labels for recognizing the items. This could be Name labels, Code Labels, or just Barcode Labels.

At the ABSolute-side, you do not define the actual layout of the label, you only define a code, description and interface code for each layout you need and combine it with a label engine. The layout itself is made with the layout-designer that is part of the label engine, like Spark.

For Residential Services an extra type of label layouts can be used, named 'Client Label'. No distinction is made between 'code labels' and 'name labels', but both types of information can be used on the actual label.

Label Layout [Window Title Bar]

Modify Label Layout

Save and Exit
 Cancel
 First
 Previous
 Next
 Last

Code:

Description:

Type | **Garments** | **Residential**

Type: Code Label Client Label

Layout for receiving items on stock
 Used For Pool
 Name Label

General Settings

Default Price: [...]

Default Layout

Label Print Engines handling this Layout Count : 1 Grid View Alle ▼

Add
 Modify
 Delete
 Grid Views

| Co... ^1 | Description | Interface Code | Default |
|----------|-------------|----------------|-------------------------------------|
| 1 Spark | | | <input checked="" type="checkbox"/> |

11.3 Form Layouts

For several documents like Delivery Note, Invoice, Statement, Consignment Note, there is a possibility to have multiple layouts defined (custom layouts). For every possible layout a Form Layout must be entered here. Make sure that the description is clear, since this will also appear at the Customer dialog where the Form Layouts must be linked. Of course the company standard layout must be entered as the default Form Layout. This default layout will appear automatically when adding a new customer.

In the Form Layouts-dialog, two additional types can be used for Residential Services. These are 'Client Delivery Note' and 'Client Invoice'.

Form Layout

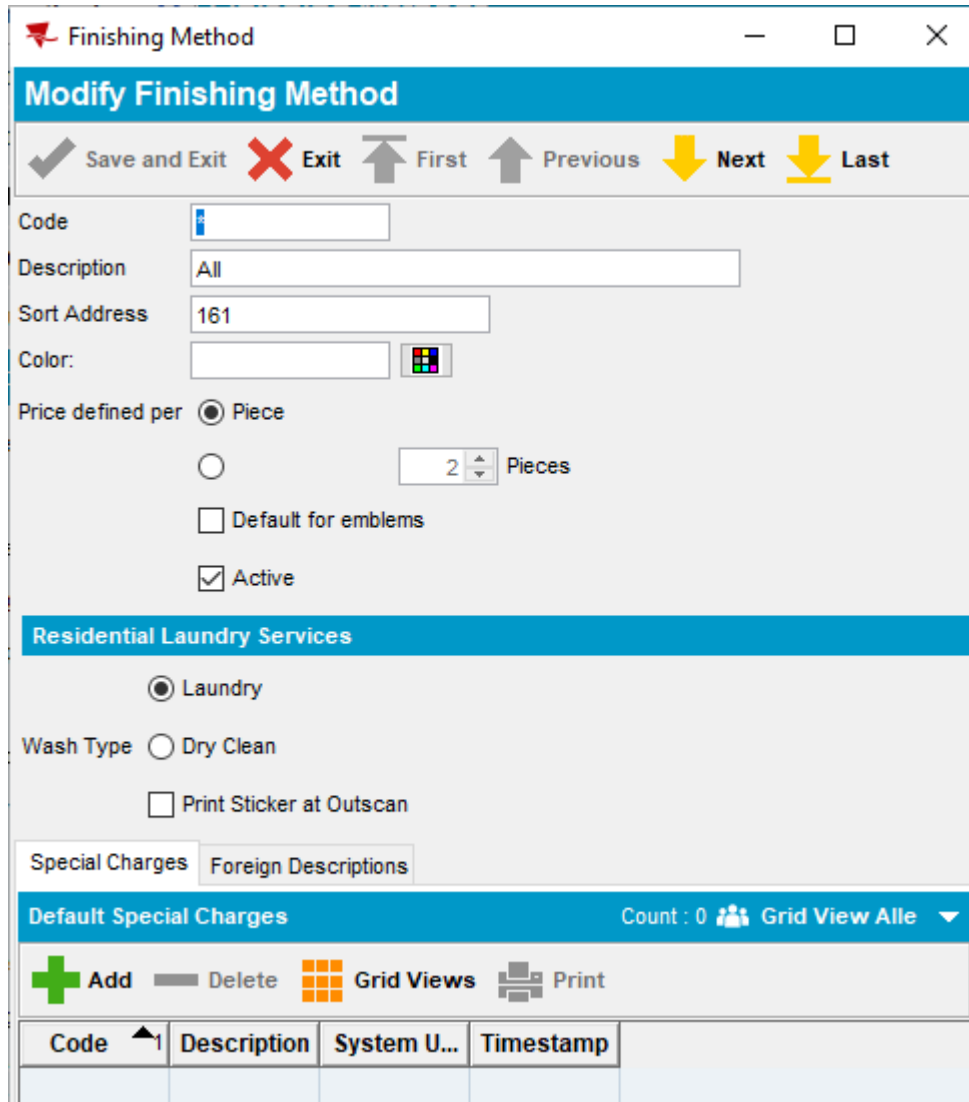
Add
 Modify
 Delete
 Duplicate
 Grid Views
 Print

| Type ^1 | Code | Description | Default |
|----------------------|------|----------------|-------------------------------------|
| Client Delivery Note | 1 | Default Layout | <input checked="" type="checkbox"/> |
| Client Invoice | 1 | Client Invoice | <input checked="" type="checkbox"/> |

11.4 Finishing Methods

The finishing methods apply to the way the product is handled before it is delivered to the customer/client. This can also be charged to the customer and appear on the invoice. Examples of finishing methods: Folding and Hanging.

For Residential Services extra fields can be added.



11.5 Weighting Category

Weighing categories are used for customers to invoice them based on a specific weight. This can be soil weight or clean weight. These weights can then be charged for specific customers.

F

or Residential Services an additional option can be used during the definition of a weighing category. This option is named 'For Recording Residential Laundry'. Only weighing categories of this type can be chosen in the 'Weighing Category per Customer'-dialog.

Weighing Category

Modify Weighing Category

✓ Save and Exit ✗ Exit ⬆️ First ⬆️ Previous ⬇️ Next ⬇️ Last

Code: Legacy code:

Description:

Activity: |

Usage: Weight Recording For Recording Rewash
 For Recording Residential Laundry
 Special Registration Unit:
 Extra input of Quantity, Length and Width

Active
 Internal Calculation %:

Tax Group: |

Turnover Group: |

MIS Product: |

Special Charges Foreign Descriptions

Applicable Special Charges Count : 0 👤 Grid View Alle ▼

➕ Add ➖ Delete 📊 Grid Views 🖨️ Print

| Code | Description | System U... | Timestamp |
|------|-------------|-------------|-----------|
| | | | |

11.6 Weighing Categories per Customer

The Weighing Category per Customer-dialog is used to relate this category to customers. This is meant for invoicing. The invoicing can be done for soil or clean weight. This is independent of the products. If the customer is of type 'Residential Services' only Weighing Categories of this type can be selected in this dialog.

Weighing Category per Customer

Customer: | ... Currency: CHF

Weighing Category per Customer 👤 Grid View Alle ▼

➕ Add ✏️ Modify ➖ Delete 📄 Duplicate 📊 Grid Views 🖨️ Print Only show active

| Code | Description | Start Date | End Date | Rec. Soil | Rec. Clean | Invoice Method | Soil-% |
|------|-------------------------|--------------|----------|-------------------------------------|--------------------------|-------------------|--------|
| BEW1 | RESIDENTIAL SOIL WEIGHT | May 12, 2010 | | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Based on soile... | 0.00 |

11.7 Touch Screen buttons

The Touch Screen Buttons-dialog can be used to define the buttons that should appear in the touch screen-applications during actions like:

- Assigning products to garments. This relates to garments that are uniquely coded but are not assigned to the products yet.
- Counting garments. This relates to non-unique garments that are counted during an action like 'Receiving Soil' and 'Outscan/Sort'.

During the mentioned actions a dialog can be shown that shows the products as buttons. For each product there is a button, by clicking this button you can make a selection.

Touch Screen Button

Application

Touch Screen Button

Add
 Modify
 Delete
 Duplicate
 Grid Views
 Print

| Page Number | Description | Color |
|-------------|---------------|-------|
| 1 | Residential 1 | |
| 2 | Residential 2 | |
| 3 | Residential 3 | |

Modify Touchscreen Button

Save and Exit
 Exit
 First
 Previous
 Next
 Last

Page Number Application

Description

Color

Buttons

Buttons Per Page Count : 20

Add
 Modify
 Delete
 Duplicate
 Grid Views
 Print

| Row | Column | Description 1 | Description 2 | Description 3 | Product Code | Size | Finishing Met... | Color |
|-----|--------|---------------|---------------|---------------|--------------|------|------------------|-------|
| 1 | 1 | Trousers | | | BEW900 | - | - | |
| 1 | 2 | Shirt white | | | BEW010 | - | B_L | |
| 1 | 3 | Shirt colored | | | BEW011 | - | B_L | |

12 Production Tasks

12.1 Generating Labels

For each client that is added you have to issue garments that belong to him/her. Each garment will get a unique id code that is printed as a barcode on each label. You do this with the Generate Labels-option. There are two methods to do this:

- The laundry takes care of the labeling of the garments.
- The customer takes care of the labeling of the garments

You use the first option if the laundry is labeling the garments of the clients. This means the first time the garments are received by the laundry they are labeled and coded. Each garment gets a unique id code in the form of a barcode that is printed on the label. Also other information can be printed on the label.

The second option can be used if the customer wants to label the garments. The laundry is only printing labels that have a unique id code in the form of a barcode that is printed on each label. Each label has also client related information printed on it. Only the product-information is missing. The customer receives the labels and will attach them to the garments of the clients. When these labeled garments arrive in the laundry they will be linked to the garment. At that moment the missing product-information has to be added.

12.1.1 Items per Client

You can generate labels from the Items Per Client-dialog.

This dialog can be started using the 'view items' button from Clients-dialog via Products-Tab, or as an independent dialog.

Items Per Client

| | | | | |
|-----------------|---|-----|--------------|-------|
| Customer | 600002 Seniorenresidenz 2 | ... | Category | |
| Client | 1 Helga Sommer | ... | First Name | Helga |
| Department | 1 - | | Gender | 2 |
| Room | 1 | | | |
| Flag/Start Date | EXTRA Reprint Label | | Nov 18, 2014 | |
| Product | <input type="checkbox"/> Select Only | | | |

Items Per Client Count : 17 Grid View All ▼

View Details
 Generate Labels
 Flag Item
 Reprint Label
 Move Items
 Grid Views
 Show Only Assigned

| Product ▲ | Description | Size | Finishing Me... | ID Code | Status | Stay | Flag | Print Date |
|-----------|-------------|------|-----------------|---------|---------------|----------------|------|--------------|
| BEW005 | Tights | - | B_L | 000036 | In Circuation | Outscan/at ... | | May 15, 2010 |
| BEW005 | Tights | - | B_L | 000038 | In Circuation | Outscan/at ... | | May 15, 2010 |
| BEW005 | Tights | - | B_L | 000039 | In Circuation | Outscan/at ... | | May 15, 2010 |
| BEW005 | Tights | - | B_L | 000040 | In Circuation | Outscan/at ... | | May 15, 2010 |

Generate Labels
✕

Label

✕ Exit

Customer

Client

Label Layout

Assign Product Later
 Now

Product

Size

Finishing Method

Specific Wash Process

Specific Color

Remark

Generate Client Delivery Note

Patching Labels are charged for patching
 Labels are not charged for patching

Scan ID Code

Generate Labels Quantity Generate

| Option | Description |
|---|--|
| Customer | This shows the selected customer, taken from previous dialog. |
| Client | This shows the selected client, taken from previous dialog. |
| Label layout | The layout of the laybel. Default it will take the label layout that was defined for the customer (in Residential 2 Tab). |
| Assign Product <ul style="list-style-type: none"> • Later • Now | <p>Select option 'Later' if you only want to print a number of labels without linking them with the garments. Do this if the customer wants to label the garments. As soon as these garments arrive at the laundry they have to be linked to the garments.</p> <p>Select option 'Now' if you want to print labels and link them to the garments.</p> |
| Product, Size, Finishing Method | When Assign Product is 'Now' was selected, you can select the product, size and finishing method here. Otherwise this will not be possible. |
| Specific Wash Process. | When Assign Product is 'Now' was selected and you have marked the Specific Wash Process-option, you can select a washing process here. Otherwise this will not be possible. |
| Specific Color | When Assign Product is 'Now' was selected and you have marked the Specific Color-option, you can select a color here. Otherwise this will not be possible. |
| Generate Client Delivery Note | Mark this checkbox if you want to generate a client delivery note that will show the information about the labels that were generated. |
| Patching | <p>This is used to indicate if labels are charged for patching or not.</p> <p>This option will only be enabled when a price for patching was defined in Customer-dialog (in Residential 2 Tab).</p> |

| | |
|--------------------------|---|
| Scan ID Code | Use this option when there are already barcodes available for scanning. |
| Generate Labels Quantity | Enter the number of labels you want to generate. As soon as you click the Generate-button, the labels will be printed and the necessary information will be stored in the database. |

12.2 Batches

Batches are groups of washes that are processed together. They are used for the internal logistic and planning of the laundry. In practice different laundries use different standards to create batches:

- Per route
- Per customer
- Per day or day part
- Per shift

Important is the maximum size - in number of washes - of the batch. Normally this is limited by the weakest link in the production chain. This can be the capacity of a washing machine or the size of the sorting rack.

Batches have a unique number per week. However, this number is not always clear for a production employee. Therefore most laundries use extra codes to identify the batch in their production environment. Such as a code (a letter) and the color. They generate a unique code for each wash, using the batch number, batch code and sequence-number of the wash within the batch. Some laundries use this code to attach it to non-unique items, so they don't get lost. These ID codes can be printed via a label printer. An example of a code could be 123A01, where 123 is the batch number, A is the code - for example to identify the week - and 01 is the sequence number of the wash.

Depending on the system setting "BATCHREFRESHRATE" (in minutes) the grid that is showing the batches is refreshed.

12.2.1 Batch Status

When a batch is processed during actions like 'Soil Receiving' and 'Outscan/Sort' the status of the batch will change. The status is used to see in what state the batch is.

Note: Soil Receiving and Outscan/Sort are explained later in this chapter.

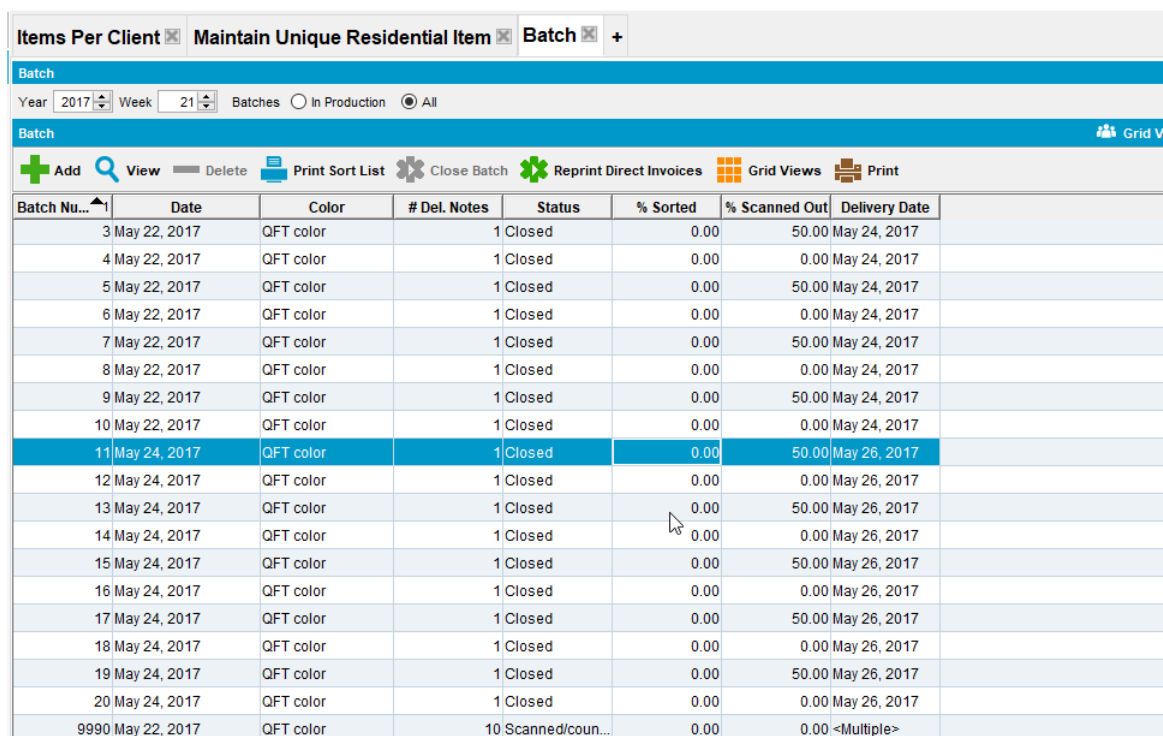
Overview of possible statuses:

| Status | Description |
|---------------------------------|--|
| New | The batch is created. There were no actions yet like 'soil receiving' and 'outscan' |
| Scanned / counted in (per wash) | One or more garments have been scanned in or counted in per wash with an action like 'Soil Receiving'. |
| Scanned in (bulk) | One or more garments have been scanned in, in bulk, with an action like 'Soil Receiving'. Bulk means all garments of a customer are assembled together, without a separation over clients. |

| | |
|--------------|--|
| Sort started | One or more garments have been sorted with an action like 'Outscan/Sort out'. |
| Closed | The batch is closed. This means the batch cannot be used for production anymore. All items that are still in the laundry will be set to 'Delayed'. It also means that the client delivery notes can be invoiced. Only batches that have status 'sorted' can be closed. |

12.2.2 Batch Dialog

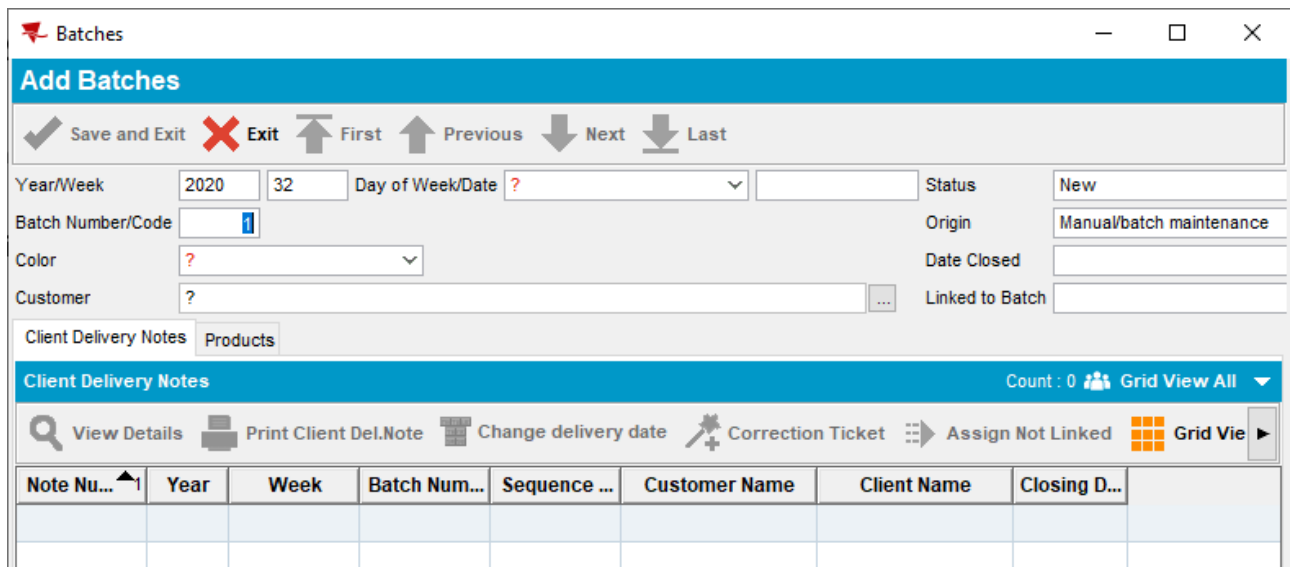
Via the Batch-dialog, batches can be checked for a given year and week. It also has the option to add a batch, view details, delete a batch, print a sort list, close a batch and reprint direct invoices.



| Batch Nu... | Date | Color | # Del. Notes | Status | % Sorted | % Scanned Out | Delivery Date |
|-------------|--------------|-----------|--------------|-----------------|----------|---------------|---------------|
| 3 | May 22, 2017 | QFT color | 1 | Closed | 0.00 | 50.00 | May 24, 2017 |
| 4 | May 22, 2017 | QFT color | 1 | Closed | 0.00 | 0.00 | May 24, 2017 |
| 5 | May 22, 2017 | QFT color | 1 | Closed | 0.00 | 50.00 | May 24, 2017 |
| 6 | May 22, 2017 | QFT color | 1 | Closed | 0.00 | 0.00 | May 24, 2017 |
| 7 | May 22, 2017 | QFT color | 1 | Closed | 0.00 | 50.00 | May 24, 2017 |
| 8 | May 22, 2017 | QFT color | 1 | Closed | 0.00 | 0.00 | May 24, 2017 |
| 9 | May 22, 2017 | QFT color | 1 | Closed | 0.00 | 50.00 | May 24, 2017 |
| 10 | May 22, 2017 | QFT color | 1 | Closed | 0.00 | 0.00 | May 24, 2017 |
| 11 | May 24, 2017 | QFT color | 1 | Closed | 0.00 | 50.00 | May 26, 2017 |
| 12 | May 24, 2017 | QFT color | 1 | Closed | 0.00 | 0.00 | May 26, 2017 |
| 13 | May 24, 2017 | QFT color | 1 | Closed | 0.00 | 50.00 | May 26, 2017 |
| 14 | May 24, 2017 | QFT color | 1 | Closed | 0.00 | 0.00 | May 26, 2017 |
| 15 | May 24, 2017 | QFT color | 1 | Closed | 0.00 | 50.00 | May 26, 2017 |
| 16 | May 24, 2017 | QFT color | 1 | Closed | 0.00 | 0.00 | May 26, 2017 |
| 17 | May 24, 2017 | QFT color | 1 | Closed | 0.00 | 50.00 | May 26, 2017 |
| 18 | May 24, 2017 | QFT color | 1 | Closed | 0.00 | 0.00 | May 26, 2017 |
| 19 | May 24, 2017 | QFT color | 1 | Closed | 0.00 | 50.00 | May 26, 2017 |
| 20 | May 24, 2017 | QFT color | 1 | Closed | 0.00 | 0.00 | May 26, 2017 |
| 9990 | May 22, 2017 | QFT color | 10 | Scanned/coun... | 0.00 | 0.00 | <Multiple> |

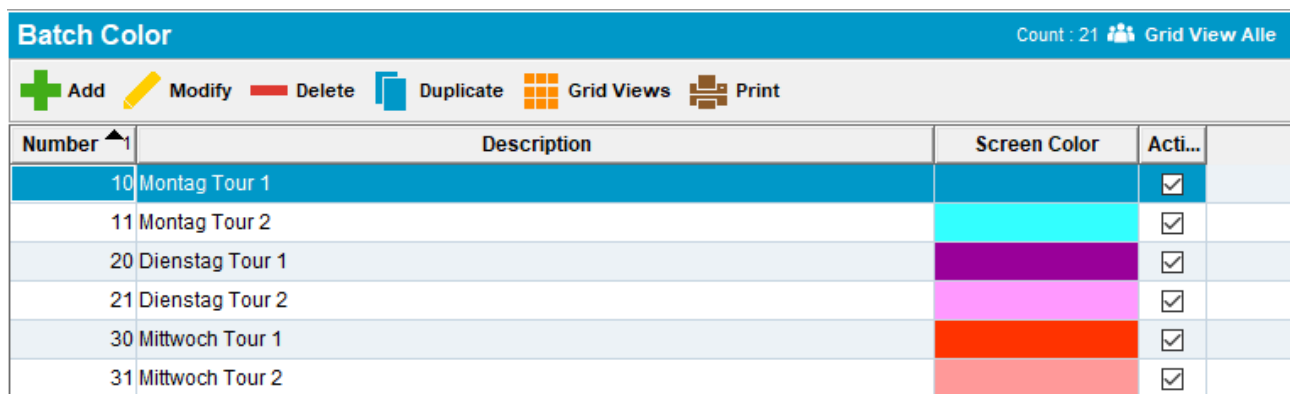
12.2.3 Add batches

Batches can be maintained using the Batch-dialog. Here you can also add the batches for the current week or following week(s). It is also possible to create a batch in the touch screen-application like 'Soil Receiving', this will be explained later.



12.2.4 Batch Colors

It is possible to use colored labels to identify batches in the production process. If that is not needed, define a color '-' and assign this to all batches.



| Number | Description | Screen Color | Acti... |
|--------|-----------------|--------------|-------------------------------------|
| 10 | Montag Tour 1 | Blue | <input checked="" type="checkbox"/> |
| 11 | Montag Tour 2 | Cyan | <input checked="" type="checkbox"/> |
| 20 | Dienstag Tour 1 | Purple | <input checked="" type="checkbox"/> |
| 21 | Dienstag Tour 2 | Pink | <input checked="" type="checkbox"/> |
| 30 | Mittwoch Tour 1 | Red | <input checked="" type="checkbox"/> |
| 31 | Mittwoch Tour 2 | Light Red | <input checked="" type="checkbox"/> |

12.3 Touchscreen Applications

12.3.1 Launching Touchscreen Applications

There are several touchscreen application, that should be started separate from the client-application.

12.3.2 Starting from Batch Files or shortcut

Via batch-files or shortcuts available the touch-screen application can be started.

12.3.3 Soil Receiving







Purpose of this dialog


- Create and put items in batches. Batches are used for production planning and logistics. They can be used to optimize the production process.


- Create and assign items to client delivery notes. This is mainly used for completeness check. What comes in must go out again, and to the same client.
- Register unique items as received in the laundry, for history and traceability.


Soil Receiving - Version 9.04.00.RELEASE.p17


Soil Receiving - Batch Selection

| | | | | |
|----------|--------------|---|--------------------|--|
| Date | Jul 29, 2020 |  | Wednesday ,week 31 | |
| Batch | |  | | 1 2 |
| Scan ID | |  | | 3 4 |
| Customer | |  | | 5 6 |
| Route | |  | | 7 8 |
| | | | | 9 0 |
| | | | | . Clear |
| | | | |  Ok |


Create Batch


Inscan Bulk


Receive per Client


Quit

12.3.4 Outscan Sort

Purpose of this dialog

- Sort a batch,
- Scan out a batch in bulk,
- Sort batch using presort,
- Out counting,
- Late scan.

Outscan/Sorting Batch - Version 9.04.00.RELEASE.p17

Outscan/Sorting Batch

| | | | | |
|----------|------|---|---|---------|
| Year | 2020 | | | |
| Week | 31 | ◀ | ▶ | |
| Batch | | 🔍 | | 1 2 |
| Scan ID | | 🔍 | | 3 4 |
| Customer | | 🔍 | 📘 | 5 6 |
| Route | | 🔍 | | 7 8 |
| Pre Sort | | | | 9 0 |
| | | | | . Clear |
| | | | | ✓ Ok |

▶ Create Batch

📶 Outscan/Sort

Count

▶ Late Scan

✖ Quit

12.4 Client delivery notes

Client Delivery Notes are used to register a client delivery.

They can be created manually, or at soil receiving or outscan/sort. The basic idea of a client delivery note is to register what comes in and what goes out again.

Maintain Client Delivery Notes

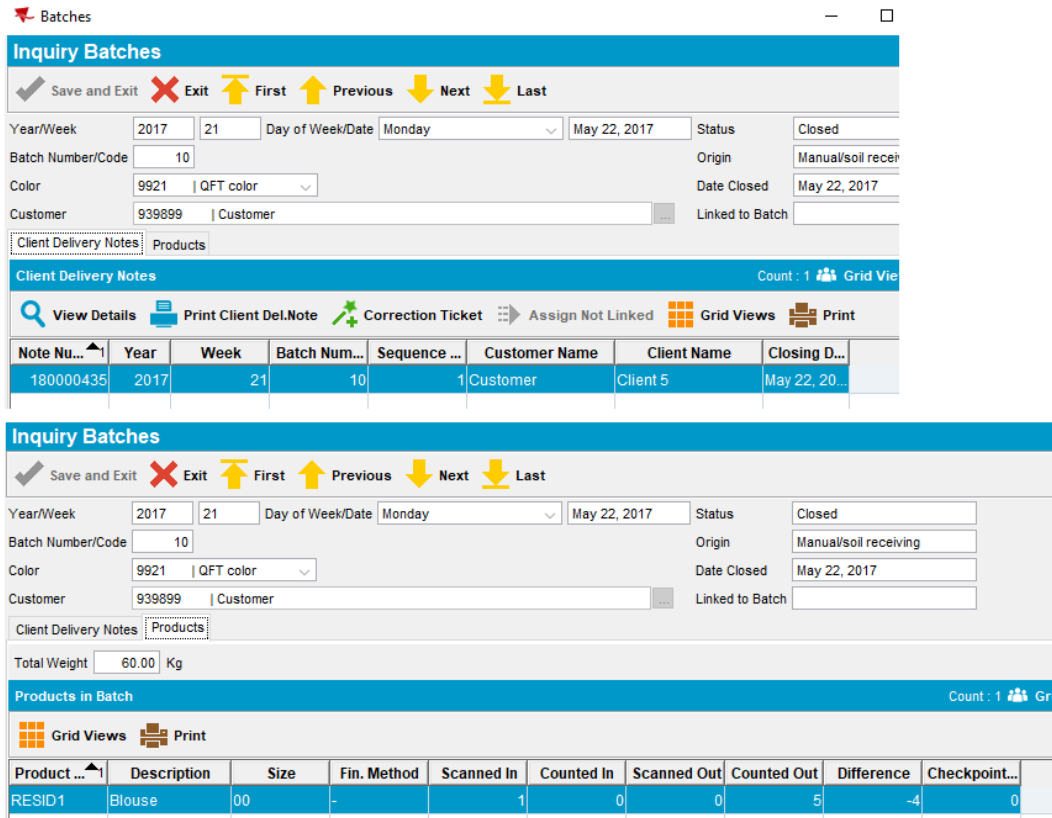
Note Number
 Select Batch Year Week All Batch Number
 Select Customer Customer
 Select Client
 Select Route Date Route

+ Add ✏ Modify - Delete 📄 Duplicate 🖨 Print Client Del.Note 🔧 Correction Ticket ➡ Assign Not Linked

| Note Nu... | Year | Week | Batch Num... | Sequence ... | Customer Name | Client Name | Closing D... |
|------------|------|------|--------------|--------------|---------------|-------------|--------------|
| 180000299 | 2016 | 18 | 9990 | 26 | Customer | Client 1 | |
| 180000300 | 2016 | 18 | 9990 | 27 | Customer | Client 2 | |
| 180000301 | 2016 | 18 | 9990 | 28 | Customer | Client 3 | |
| 180000302 | 2016 | 18 | 9990 | 29 | Customer | Client 4 | |
| 180000303 | 2016 | 18 | 9990 | 30 | Customer | Client 5 | |

12.5 Inquiry Batches

Use Inquiry Batches-dialog, to get information about batches.



The screenshot shows the 'Inquiry Batches' application window. It features a search and navigation toolbar with buttons for 'Save and Exit', 'Exit', 'First', 'Previous', 'Next', and 'Last'. Below this is a form with various filters: Year/Week (2017, 21), Day of Week/Date (Monday, May 22, 2017), Status (Closed), Batch Number/Code (10), Origin (Manual/soil recei...), Color (9921 | QFT color), Date Closed (May 22, 2017), and Customer (939899 | Customer). There are also tabs for 'Client Delivery Notes' and 'Products'. A table below the form shows a list of notes with columns: Note Nu..., Year, Week, Batch Num..., Sequence ..., Customer Name, Client Name, and Closing D... The table contains one row with values: 180000435, 2017, 21, 10, 1, Customer, Client 5, and May 22, 20... Below this is another 'Inquiry Batches' window showing a 'Total Weight' of 60.00 Kg and a 'Products in Batch' table. The 'Products in Batch' table has columns: Product..., Description, Size, Fin. Method, Scanned In, Counted In, Scanned Out, Counted Out, Difference, and Checkpoint... The table contains one row: RESID1, Blouse, 00, -, 1, 0, 0, 5, -4, 0.

13 Invoicing

For Residential Services an activity like garment-wash can be invoiced. Each time a garment that belongs to this type of service is scanned in and/or scanned out, the system will keep track of the number of washes for that garment on that specific date and time. Then, for example, at the end of the month you are able to create invoices for the customers. The invoice will show exactly what garments have been washed over the month and what the costs are. This chapter will show you how you can manage invoicing.

13.1 Generate Invoice

Use the 'Generate Invoice'-dialog to create invoices for the Residential Services Customers. Invoices can also be made on Client-level.

Important

For Residential Services it is necessary you have made the correct settings about invoice line types and invoice numbers. Please see chapter 'Error! Reference source not found.' and paragraph 'Error! Reference source not found.' and 'Error! Reference source not found.'

Generate Invoices
✕

Generate Invoices

Invoice Business Unit |

Customer Selection

Select Customers By Cluster Frequency & Customer Exclude customers in a cluster
 Cluster
 For Frequency
 From Customer to All

Residential Services Selection

Invoice for Customers Residential Services Only Other Services Only All Services
 Clients
 From Client to All

Date Selection

Not yet invoiced period
 Cut Off Date Wednesday, week 32
 Additional invoices in previous invoicing period
 From Date to
 Period In Advance to
 Number of Weeks

Miscellaneous Selection

Invoice Date Wednesday, week 32

The Generate Invoice-dialog is used to generate invoices for your customers. For example, you do at the end of each month. The invoice can show what garments have been washed in a given period and what the costs are for this service per customer.

Basically the following is done:

1. Select for what customers you want to generate invoices.
2. Select also the type of invoices you need.
3. Select the date-period that should be invoiced.
4. Enter the date of invoicing; the date printed on the invoice.
5. Click OK to start the invoicing, or click Cancel to cancel the operation.

When you have made the selections and clicked the OK-button a dialog will show you the progress and results during the generation of the invoices.

This progress-report can also be printed if needed.

As a result the invoices are created as a 'test'-version, they also are not printed yet. By using the 'maintain invoices'-dialog you can look at these test-invoices and change them if necessary. *Note: changes are only allowed for manual invoice lines.*

When the invoices are all correct you can make a final version of them. At that moment each invoice will get an invoice number. The invoices can be printed and send to the customers. You have to use the Print Invoices-dialog to do this. This is explained in paragraph '**Error! Reference source not found.**'.

13.2 Maintain Invoices

Use the Maintain Invoices-dialog to maintain invoices. These can be invoices that were created by the Generate Invoice-dialog. Also manual invoices can be maintained here.

| Maintain Invoices | | | | | | | | |
|---|---------------------|------------|---------------|----------|---------------|------------|-----------|---------------|
| All Customer | | | | | | | | |
| Test Final | | | | | | | | |
| Only Show <input checked="" type="radio"/> Generated Invoices <input type="radio"/> Manual Invoices | | | | | | | | |
| Test Invoices | | | | | | | Count : 6 | Grid View All |
| | | | | | | | | |
| Date | Inv... ¹ | Charge/COD | Invoice Bu... | Debtor# | Prebilled ... | Start Week | End Week | |
| May 17, 20... | 0 | Charge | 11 | 600003 | -48.00 | 53 | 16 | |
| May 17, 20... | 0 | Charge | 11 | 16004017 | -237.00 | 13 | 11 | |
| Sep 30, 2... | 0 | Charge | 11 | 16002441 | 22.00 | 13 | 41 | |
| Dec 22, 2... | 0 | Charge | 11 | 11021533 | 157.00 | 13 | 1 | |
| Mar 11, 20... | 0 | Charge | 11 | 200 | 158.00 | 7 | 10 | |
| Jul 1, 2019 | 0 | Charge | 11 | 2 | 3.00 | 25 | 27 | |

13.3 Maintain Client Invoices

When invoices on client-level are made, the Maintain Client Invoices-dialog can be used to view and maintain them. It also has the option to maintain manual client-invoices.

| Maintain Client Invoices | | | | | | | | |
|---|---------------------|------------|---------------|---------|---------------|---------------|------------|---------------|
| All Customer | | | | | | | | |
| Test Final | | | | | | | | |
| Only Show <input checked="" type="radio"/> Generated Invoices <input type="radio"/> Manual Invoices | | | | | | | | |
| Test Invoices | | | | | | | Count : 0 | Grid View All |
| | | | | | | | | |
| Date | Inv... ¹ | Charge/COD | Invoice Bu... | Debtor# | Prebilled ... | Invoice Bu... | Start Week | |
| | | | | | | | | |
| | | | | | | | | |

13.4 Generate, Print and Finalize invoices

The invoice generation process in ABSolute is done in two steps:

- 1) Generate test invoices
- 2) Finalize and print invoices

Step 1 is explained in paragraph ‘**Error! Reference source not found.**’ of this chapter. Step 2 is explained in this paragraph.

The Print invoice-dialog is used to finalize and print invoice, there are three possible actions:

Print test invoices

It is assumed that test invoices for the selected customers have been generated before. If not, no test invoice will be printed.

Finalize and print final invoices

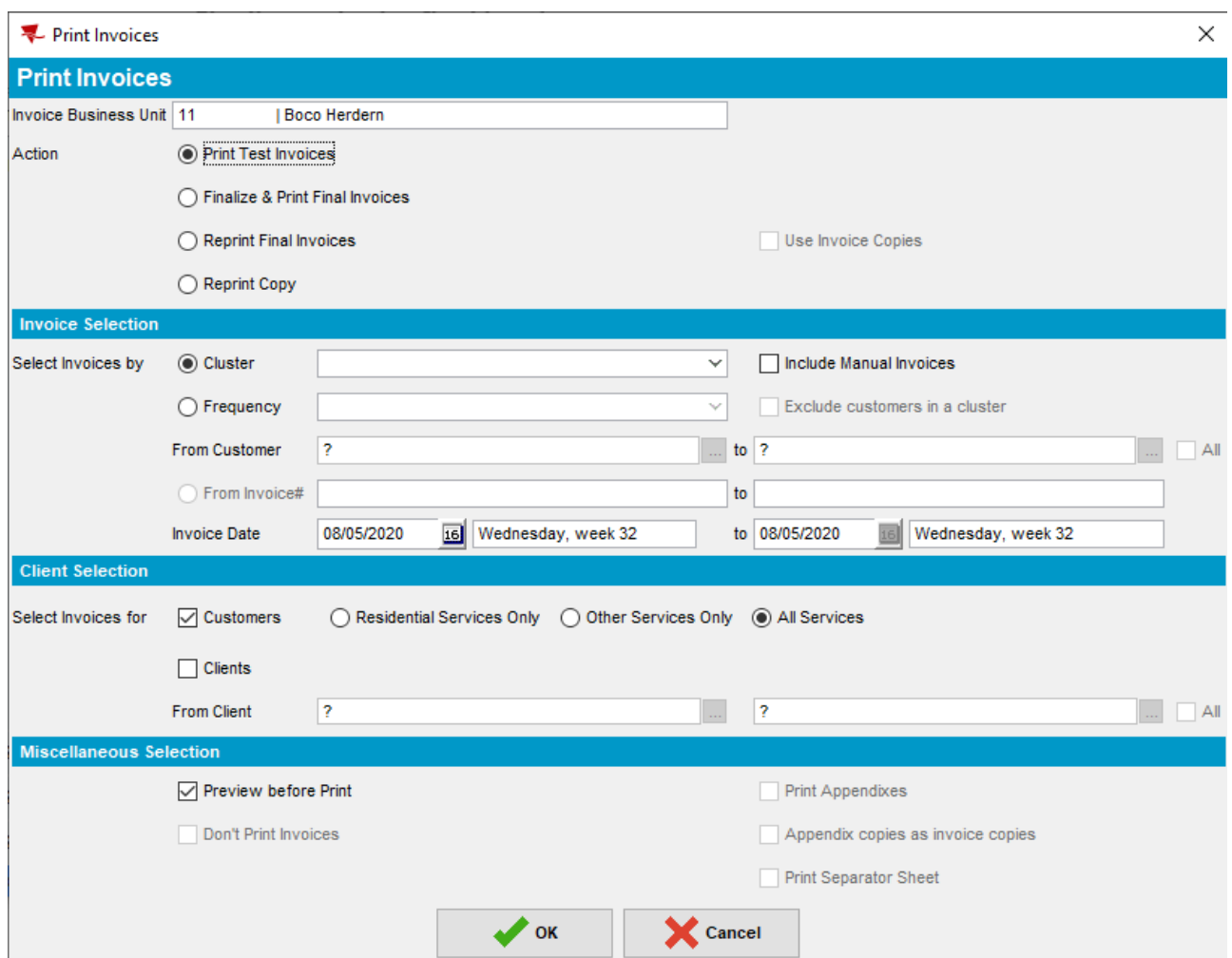
It is supposed that test invoices for the selected customers have been created and corrected if necessary. If not, no finalization and print process will take place. These test invoices will then first made final and then printed. There is one restriction added: consolidated customer invoices cannot be finalized from here.

Note: client invoices for a consolidated customer must be finalized from here.

Reprint final invoices

It is assumed that finalized invoices for the selected customers and period already exist and they can be reprinted. If not, no invoice is reprinted via this dialog. There is one restriction added: consolidated customer invoices cannot be reprinted from here. Note: client invoices for a consolidated customer must be reprinted from here.

Remark: Consolidated invoices contain multiple invoices for customers that are related to one debtor.



14 Reports

Several reports can be used for Residential Services. This chapter will show these reports.

14.1 Report client delivery notes

Via this report client delivery notes can be printed.

Report Client Delivery Notes

Customer: [] ...

From Department: [] to [] All

From Client: [?] ... to [?] ... All

Product Selections

From Product: [?] ... to [?] ... All

From Size: [] to [] All

From Fin. Method: [] to [] All

Batch / Delivery Note Selections

Select: Year/Week 2020 32

From Batch: [?] ... to [?] ... All

Batch Status: In Production Closed Both

From Note# [?] ... to [?] ...

Invoice Status Not Invoiced Invoiced, Invoice# [] Invoiced, All

From Delivery Date [] [16] to [] [16] All

Miscellaneous

Layout: Delivery Note Page Break per Customer

Summary Per Product Preview Before Print

Show: Quantity In Print Selections

Invoiced To Client/Customer

OK Cancel

14.2 Report client inventory check list

This report gives information about client inventories.

Client Inventory Check List
✕

Client Inventory Check List

Customer

From Client to All

From Client Category to All

From Inventory Category to All

Miscellaneous Selections

Show Per Product Print Selections

Only Show Too Less Preview Before Print

✔ OK
✕ Cancel

14.3 Report delivered pieces per client

This report gives information about delivered pieces per client.

Report Delivered Pieces Per Client
✕

Report Delivered Pieces Per Client

Year Week

Layout 1 Week / Show Day Level
 5 Weeks (until and including selected week)

Customer Selection

Customer

From Department to All

From Client to All

Product Selections

From Product Group to All

From Product to All

From Finishing Method to All

Miscellaneous Selections


Show Level Department Print Selections

Product Group Preview Before Print

✔ OK
✕ Cancel

14.4 Report costs specification per client

Via this report costs specifications per client can be printed.

 Report Costs Specification per Client
✕

Report Costs Specification per Client

Select Invoice

Customer ...

From Department to All

From Client to All

Product Selections

From Product to All

From Size to All

From Finishing Method to All

Delivery Date Selections

Select From Year / Week to

From Month to Year

From Delivery Date to

Miscellaneous Selections

Show Level Client Delivery Note All Clients

Summary per Client Laundry Services Participants Only

Summary per Department Exclude Laundry Services Participants

Sort Order Department / Room Number Show Invoiced to Client

Client Number Show Not Invoiced

Client Search Name Show VAT

Use End User Price Table Preview before Print


Page break per Client Print Selections

✓ OK

✕ Cancel

14.5 Report residential scans

Via this report residential scans can be printed.

 Report Residential Scans ✕

Report Residential Scans

Customer ...

From Department ▼ to ▼ All

From Client ... to ... All

Product Selection

From Product ... to ... All

From Size ▼ to ▼ All

From Fin.Method ▼ to ▼ All

Scan Selections

Scanned Year/Week Batch ...

Client Del. Note

From Date to

Miscellaneous Selections

Show Show ID code Level Print Selections

Show Product Level Preview before print

Show Presort Scanned

14.6 Report residential scan statistics

This report gives statistics about residential scans.

Report Residential Scan Statistics
✕

Report Residential Scan Statistics

From Date / time to

From Work Station to All

From Transaction Type to All

From Business Unit to All

From Customer to All

From Employee to All

From SystemUser to All

Miscellaneous Selections

Group / Sort by Date WorkStation Transaction Type Business Unit Employee

Preview Before Print

Print Selections

Print Condensed (totals only)

14.7 Report unique residential items

This report gives information about unique residential items.

Report Unique Residential Items
✕

Report Unique Residential Items

Customer

From Department to All

From Client to All

Product Selection

From Product to All

From Size to All

From Fin.Method to All

Miscellaneous Selections

Status In Circulation No Product Assigned

Select Last Scanned Before Stay Flag

Show report also with column Last Inscan Date

Show ID code Level Show Product Level Show Flags

Page Break per Client Print Selections Preview before print

14.8 Additional reports

The following reports can also be used to show information about Residential Items:

- Week Report Delivered Products
- Period Report Delivered Products
- Month Report Delivered Products
- Year Report Delivered Products
- Report Delivered Products
- Report Average Delivery per Day
- Report Last 12 Deliveries

15 System Settings

For Residential Services there are several system settings that can influence the working in certain parts of the ABSolute-Application.

By selection the setting group named 'Residential Services' you can see and change the system settings. Normally you only do this before you are going to start to use the functionality related to the Residential Services. Also only users of type Administrator should be allowed to do this.

| Name | Value | Use as default | Description |
|---------------------------|------------------------------------|-------------------------------------|--|
| ACCEPTOTHERCLIENT | 2 | <input checked="" type="checkbox"/> | Default value for customer setting (when scanning in per client): 0 = Do not accept items from another client, they must be scanned in on a delivery note for that client. 1 = Accept items from another client, they will be returned to the sender (this delivery note) 2 = Accept items from another client, they will be returned to the owner |
| ACCEPTRESPRODUCTS | Y | <input type="checkbox"/> | Default value for customer residential setting: Y = Accept all products N = Accept only from product list |
| ADDUNKNOWNIDCODE | 0 | <input type="checkbox"/> | 0 = Do not accept unknown ID codes 1 = Accept unknown ID codes at inscan. 2 = Accept unknown ID codes at in- and outscan and presort scan. |
| ALLOWMODIFYITEMPROPERTIES | 4 | <input type="checkbox"/> | Modify item properties via touchscreen applications: 0 - Modify not allowed 1 = Soil Receiving 2 = Presort scan 3 = Outscan/Sort 4 = All |
| ALLOWMOVECDN | 0 | <input type="checkbox"/> | 0 - Not allowed 1 - Only from unknown client to other 2 - Between all clients within customer |
| BATCHCODEALLOWED | ABCDEFGHIJ KLMNOP QRSTUVWXYZ | <input type="checkbox"/> | All characters that are allowed to be used in the batchcode. For instance, when the batch identification (Batchnumber + Batchcode) is used for a polymark, not all characters are allowed. |
| BATCHCODEUSAGE | 0 | <input type="checkbox"/> | Use Batchcode as identifier for Batch (in addition to Batchnumber): -2 : Batchcode is prefix, length 2 (XX9999) -1: Batchcode is prefix, length 1 (X9999) 0 = Do not use Batchcode (9999) 1 = Batchcode is suffix, length 1 (9999X) 2 = Batchcode is suffix, length 2 (9999XX) |
| BATCHFORSORTINGSYSTEM | 1 | <input checked="" type="checkbox"/> | Default batch number for adding client delivery notes via the sorting system. |



| | | | |
|---------------------------|------|-------------------------------------|---|
| BATCHMAXWASHES | 100 | <input type="checkbox"/> | Maximum number of clients (delivery notes) in one batch - 0 means there is no check. |
| BATCHNRFORLABELS | 800 | <input checked="" type="checkbox"/> | 0 = Do not generate delivery notes for labels. Other value: first batchnumber used for generating labels. If batch already exists and is closed, the next (+1) number is used. Note: when used it is recommended to use a high number, for instance 9990. |
| BATCHNUMBERING | 1 | <input type="checkbox"/> | 0 = Start with Batch number 1 in each new week. 1 = Continue numbering batches until maximum (9999) is reached, then start with 1 again. |
| BATCHPICKUP | 0 | <input type="checkbox"/> | When set to 1the user must specify the pick up date per customer and batch. The pick up date is used to calculate the delivery date and route. |
| BATCHREFRESHRATE | 0 | <input type="checkbox"/> | Refresh rate (in minutes) for automatic refresh of the Batch dialog. 0 means no automatic refresh. |
| BOXNUMBERBACKGROUND | 0 | <input type="checkbox"/> | Fill box with: 0 = Batch color 1 = Finishing method color |
| CHANGEDELIVERYDATE | 2 | <input type="checkbox"/> | 0 = Delivery date is determined, cannot be changed. 1 = Allow delivery date to be changed from batch screen 2 = Allow delivery date to be changed from batch screen and from outscan/sort. if the user is a system administrator then the date is allowed until six weeks in the past from batch screen. 3 = Allow delivery date to be changed from batch screen. If the user is a system administrator then the date is allowed until six weeks in the past. |
| CHARGERESIDENTIALLABELS | 1 | <input checked="" type="checkbox"/> | 0 = Never 1 = Always (default) 2 = Charge Reprints; Don't Charge New Labels 3 = Charge Reprints: Charge New Labels Optional 4 = Don't Charge Reprints: Charge New Labels 5 = Don't Charge Reprints: Charge New Labels Optional (only for dialogs: OutScanSort, UniqueResidentialItem, ItemsPerClient, SoilReceiving) |
| CHECKONNEWCUSTOMERINBATCH | 0 | <input type="checkbox"/> | 0=no check 1=check if scanned item belongs to a customer that is not yet in the current batch. At inscan this check is done in client selection screen when scanning an ID code. The scan can be accepted or rejected. At outscan / Sort an error message is given, it is not possible to add a new customer in the batch. |
| CLEARLABELATSOIL | 0 | <input type="checkbox"/> | When set to 1, a button appears in Soil Receiving to clear unused labels. Pressing the button will open a scan dialog to scan the unused labels. |
| CLIENTFILTERASSIGNPRODUCT | 1 | <input type="checkbox"/> | Default value for customer residential setting: 0 = No Filter 1 = Filter on Finishing Method 2 = Filter on Finishing Method per Product |
| CLIENTINVOICEDBASEDON | 0 | <input type="checkbox"/> | Default value for configuring if client delivery note are invoiced based on IN or OUT quantities.: 0 = Based on out / delivered products 1 = Based on in / received products |
| CLIENTLABELLAYOUTCHOICE | 1 | <input checked="" type="checkbox"/> | 0 = Label layout is fixed customer label layout. 1 = Label layout is default customer label layout. For reprint the customer label layout is fixed. |
| CLIENTSTICKERSPERCUSTOMER | 0 | <input checked="" type="checkbox"/> | 0 = Print sticker per delivery note 1 = Print sticker for each item on delivery note |
| CORRECTIONBATCH | 9999 | <input type="checkbox"/> | Batch number that is used for adding correction tickets. |
| CUSTOMERSTICKERS | 0 | <input checked="" type="checkbox"/> | 0 = One sticker per client 1 = One sticker per delivered piece for which it is configured (in finishing method) that a sticker has to be printed. 2 = One |

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| | | | sticker containing only products / finishing methods marked for printing on sticker. |
| EMPTYBOXALLOWED | N | <input type="checkbox"/> | When set to Yes, during outscan and sorting it is possible to empty a box and use it for the same client for the pending garments. A report will be printed containing the box contents and the location. |
| FILLDEFAULTCOUNTEDOUT | N | <input type="checkbox"/> | If set to Yes, the system will automatically copy the value from received to delivered. |
| FINMETHODSTICKERS | 0 | <input checked="" type="checkbox"/> | If this setting = 0 then one finmethod sticker is printed per client delivery note , otherwise sum of QtyScannedOut + QtyCountedOut |
| INACTIVECLIENTDATES | 0 | <input type="checkbox"/> | Defines the behavior of date inactive and end service 0 - No relation between dates (default) 1 - Enddate service calculated based on inactive date. Enddate service not editable. 2 - Enddate service calculated based on inactive date. Enddate service editable as long as inactive date not filled. |
| INACTIVECLIENTDAYS | 0 | <input type="checkbox"/> | Number of days a client is allowed to deliver wash after end of service date. |
| INSCANBULKALLOWED | 1 | <input checked="" type="checkbox"/> | Default value for customer screen: 0 = No iscan 1 = Scanned in, in bulk allowed (also per client allowed) 2 = Scanned in, bulk not allowed (only per client) |
| MENTIONDELAYANDLATE_OUT | 0 | <input checked="" type="checkbox"/> | 0 = No message is given during outscan if there are any late or delayed pieces for the customer's clients 1 = A message is given when the first item is scanned in a batch if there are any late pieces for the customer's clients 2 = A message is given when the first item is scanned in a batch if there are any late and/or delayed pieces for the customer's clients |
| MISSINGPRODUCTSCLIENTMOVE | 0 | <input type="checkbox"/> | This setting is used to control the desired behavior with respect to the validations that should be done when moving a residential client from one customer to another customer. Possible values: 0 - No checks performed, client is moved 1 - Check if the product is defined in the Residential PLPC of the destination customer, when a missing product/size/ finishing method is found show a warning 2 - Check if the product is defined in the Residential PLPC of the destination customer, when a missing product/size/ finishing method is found show an error and the client will not be moved. 3 - Check if the product is defined in the Residential PLPC or price list of the destination customer, when a missing product/size/ finishing method is found show a warning 4 - Check if the product is defined in the Residential PLPC or price list of the destination customer, when a missing product/size/ finishing method is found show an error and the client will not be moved |
| NEXTDELIVINCLTODAYBEFORE | 0 | <input type="checkbox"/> | This setting is used in the sorting system. Time (in hours) that marks the turning point. When scanned before this time, the next delivery date is determined including today. When scanned after this time then the next delivery date is determined excluding today. |
| OUTREGISTRATION | 0 | <input checked="" type="checkbox"/> | 0 = Customer is scanned / counted / sorted out 1 = Customer is not scanned / counted / sorted out Default / fixed setting for customer screen. |
| PRESORTALLOWED | N | <input checked="" type="checkbox"/> | Default value for customer screen: Presort allowed Yes means that clients must be grouped using a presort number. Clients are sorted out using these presort groups. |

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| PRESORTSIZE | 99 | <input type="checkbox"/> | Maximum number of clients within a presort group. Must be > 0 if presorting groups are used (in combination with customer setting). |
| PRINTBATCHCARDS | 0 | <input type="checkbox"/> | 0 = No batchcards are printed. 1 = Batch cards are printed per wash process. |
| PUBLICSERVICENOVALIDATION | 0 | <input checked="" type="checkbox"/> | Via this setting it can be controlled if any specific validations should be applied on the public service number as defined for a client resident or private person. In case no specific validations have to be done, the field may be left empty as well. The validations will be done upon save of the client. Possible values: 0 - No validations are applicable (default) 1 - The defined public service number should match the Danish CPR number MOD-11 check |
| PWBCOMPCKECHKNONUNIQUE | 0 | <input type="checkbox"/> | Defines whether the completeness check dialog should show non-unique products or not. Possible values: 0: Show non-unique products in completeness check dialog(default value) 1: Do not show non-unique products in completeness check dialog |
| PWBDELDATEDETERMINATION | 0 | <input type="checkbox"/> | This system setting it is used on calculate the client delivery note delivery date.Possible values: 0 = Delivery date is determined via the residential delivery days(route stops). Moved routes are not taken into account. 1 = Delivery date is determined via the route schedule and route status control. Moved routes are taken into account. This method should only be used if PWBSCANBYROUTE is set to Yes |
| PWBINSCANHOURS | 24 | <input type="checkbox"/> | Number of hours in which a residential item is not allowed to be scanned in again. |
| PWBMAXCOMPLETENESSDAYS | 100 | <input type="checkbox"/> | This setting prevents that items that were lost in the plant (or delivered back to the customer without outscan) do not 'muddy the water'. All inscans older then the number of days configured with this setting are discarded in the completeness check. If they are found back and delivered after a couple of weeks, then there is no problem: the only effect will be that the number of pieces expected is not decreased by one. |
| PWBOUTSCANHOURS | 24 | <input type="checkbox"/> | Interval (in hours) after which it is possible to scan out an item again (without being scanned in first). |
| PWBROUTECONTROLCREATION | 0 | <input type="checkbox"/> | Defines if a client delivery note should be linked to a route status control. Possible values: 0 = Client delivery notes aren't linked to route control (default value) 1 = Client delivery note should be linked to a route control when a CDN is made. If the route control doesn't exist then it should be created. (work in combination with PWBSCANBYROUTE=Y) |
| PWBSCANBYROUTE | Y | <input type="checkbox"/> | Scan by route in PWB (Residential services) dialogs. |
| RECORDEMPCLIENTDELNOTE | 0 | <input type="checkbox"/> | 0 = Employee number not recorded, 1 = Employee number recorded, not printed on client delivery note, 2 = Employee number recorded and printed on client delivery note. |
| SCONCDNFORLABELS | 0 | <input type="checkbox"/> | 0 = don't check for CDN having 'labels' when adding special charges 1 = on closing a batch, check for every CDN in the batch if a CDN only has labels. (so no CDN-lines and no weight). If so, do not add special charges to this CDN |
| SHOWDELAYEDCOMPLETCHECK | Y | <input type="checkbox"/> | If set to Yes, delayed items will be shown in the completeness check screen. |



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| SHOWSPECIALSCANSATER | 2 | <input type="checkbox"/> | Number of hours after which the special scans are shown in the completeness check of the outscan/sort screen. |
| SIMULATEINSCAN | 0 | <input type="checkbox"/> | 0 = No inscan is simulated 1 = When an item is scanned out without being scanned in, an inscan is simulated that has the creation timestamp of the client delivery note as its scan timestamp. 2 = When an item is scanned out without being scanned in, an inscan is simulated that will have a scan timestamp that will be greater than or equal to the batch creation timestamp up till a maximum of 3 hours after the batch was created. The timestamp will be taken randomly from within this 3 hour interval. |
| SORTLOGGETGARMENTDATAPWB | 0 | <input type="checkbox"/> | 0 ONLY Log Errors 1 Log each transaction, no details. One row per transaction (per call) 2 Log details. Remind : to prevent large logs the setting 1 and 2 are only working 1 day (timestamp of this systemsetting) the next day this setting is automatically set back to value 0. |
| SORTLOGSENDTRACKINFOPWB | 0 | <input type="checkbox"/> | 0 ONLY Log Errors 1 Log each transaction, no details. One row per transaction (per call) 2 Log details. Remind : to prevent large logs the setting 1 and 2 are only working 1 day (timestamp of this systemsetting) the next day this setting is automatically set back to value 0. |
| SPECIALCLIENTS | 0 | <input type="checkbox"/> | 0- No special clients 1-Pool Client per Customer 2-Pool Client per Department 3-Unknown Clients 4-Unknown and Pool per Customer 5-Unknown and Pool per Department |
| SPECIALSCANSEXPATION | 30 | <input type="checkbox"/> | Number of days after which a special scan is expired and will not be shown in the completeness check of the Outscan/sort screen |
| USEFMPEBATCH | 0 | <input type="checkbox"/> | 0 = Do not split batches per finishing method. 1 = Batches can be scanned out split per finishing method. Only when all finishing methods are closed, the entire batch is closed. 2 = Sames as 1, but in addition to that it is checked if item is scanned out on a workstation for the correct plant department based on its finishing method. If the the finishing method does not match, then the item will not be accepted. |
| USEINTERFACELCTSORT | N | <input type="checkbox"/> | Only used for module INTERFACELCTSORT. This flag indicates whether the interface to the LCT sorting system will be active or not. If set to ???N???, no data is being exported while scanned out. |

16 Practice

1. Create a customer with residential settings.
2. Define a room for that customer.
3. Add at least 1 client for that customer.
4. Add client and inventory category.
5. Add a residential product - What type of merchandise should you use?
6. Define a Touchscreen button for your newly added product.
7. Add that product to the customer's PLPC along with other products.
8. Generate multiple labels for the clients you define - make sure you have both assigned and unassigned labels.
9. Open Soil Receiving.



10. Create a new batch and choose to receive in bulk (remember the batch number). Scan items from multiple clients, also count some items. Are you able to see the touch screen button which belongs to your product? Close the batch when you are done with scanning / counting.
11. Create a new batch and choose to receive per client. Scan / count some items for the client you've chosen then close the batch. Make sure you use all options (modify, flag, new label, assign product)
12. Go in the client application and find the batches you've created. Notice that in Scan in / Count in information is also visible here.
13. Open Outscan Sort. Scan / count some items for the client you've chosen then close the batch. Make sure you use all options (modify, flag, new label, assign product, Completeness check).
14. Go in the client application and find the batches you've created. Notice that in Scan out / Count out information is also visible here.