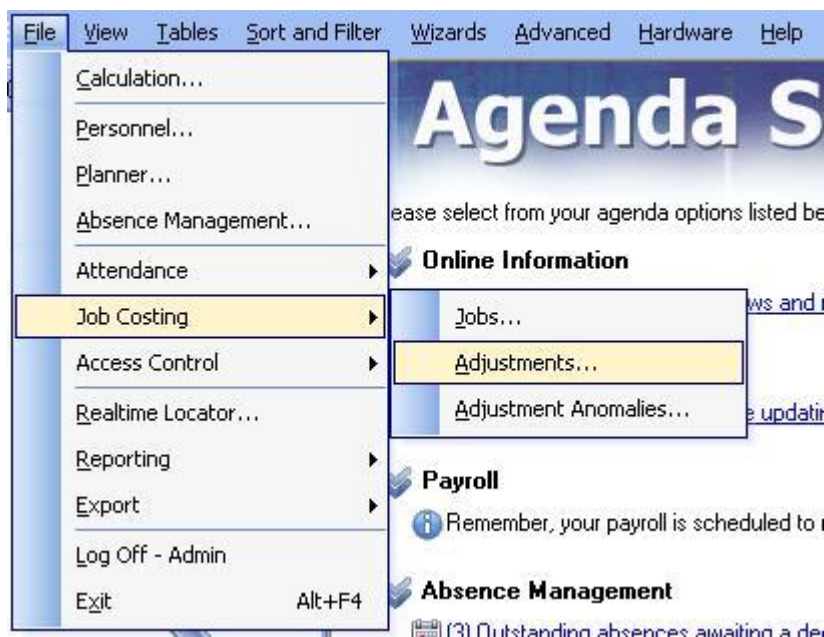


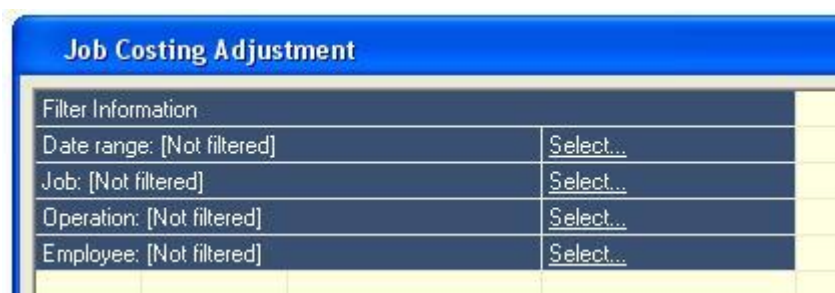
## Module: m/09/120

### 'Job costing adjustments...'

1. To enter the job adjustment screen, select the File menu, Job Costing and then Adjustments.



2. The filter area allows the user to 'narrow-down' the data area.



- Once the correct filter has been selected, the data area displays all related information:

**Job Costing Adjustment**

Filter Information

Date range: [Not filtered] Select...

Job: [Not filtered] Select...

Operation: [Not filtered] Select...

Employee: [Not filtered] Select...

										Actual	
										Cost	Time
										128.75	25.45

Wk/Day	Date	Schedule	Employee	Start/Stop	Job	Operation	Quantity	Auto	Cost	Time
1 Wed	13/04/2011	Nathan Price (Mon-Fri)	Price, Nathan (305)	09:00 - 11:35	Argos fifty chairs	Chair back	2	No	12.92	2:35
1 Wed	13/04/2011	Nathan Price (Mon-Fri)	Price, Nathan (305)	11:35 - 12:00	Argos fifty chairs	Chair leg	0	No	2.08	0:25
1 Wed	13/04/2011	Nathan Price (Mon-Fri)	Price, Nathan (305)	15:15 - 21:34	Argos fifty chairs	Chair leg	30	No	31.58	6:19
1 Wed	13/04/2011	Nathan Price (Mon-Fri)	Price, Nathan (305)	21:34 - 22:00	Argos fifty chairs	Inspection	0	No	2.17	0:26
1 Wed	13/04/2011	Nathan Price (Mon-Fri)	Price, Nathan (305)	22:05 - 22:22	Comet twenty chairs	Chair leg	0	No	0.00	0:00
1 Wed	13/04/2011	Nathan Price (Mon-Fri)	Price, Nathan (305)	23:00 - 22:22	Comet twenty chairs	Chair leg	0	No	0.00	0:00
1 Thu	14/04/2011	Nathan Price (Mon-Fri)	Price, Nathan (305)	09:00 - 17:00	Comet twenty chairs	Chair leg	3	No	40.00	8:00
1 Sun	24/04/2011	Nathan Price (Sunday)	Price, Nathan (305)	08:30 - 17:00	Comet twenty chairs	Inspection	0	No	0.00	0:00
1 Mon	23/05/2011	FLEX1 0730	birchall, simon (306)	09:00 - 22:22	Comet twenty chairs	Chair leg	10	No	0.00	0:00
1 Tue	24/05/2011	Nathan Price (Mon-Fri)	Price, Nathan (305)	09:00 - 09:00	Argos fifty chairs	Chair back	0	No	0.00	0:00
1 Tue	24/05/2011	FLEX1 0730	birchall, simon (306)	09:00 - 10:00	Argos fifty chairs	Chair back	0	No	0.00	0:00
1 Tue	24/05/2011	Nathan Price (Mon-Fri)	Price, Nathan (305)	09:00 - 17:00	Comet twenty chairs	Chair leg	0	No	40.00	8:00
1 Tue	22/11/2011	Open Schedule	Lowry, Henry (254)	09:00 - 22:22	Comet twenty chairs	Chair back	0	No	0.00	0:00

Close

- The user can add or amend information by selecting the relevant line in the data area.

**Job Costing Adjustment Bookings**

Employee ID: 254 First name: Henry Last name: Lowry

Date selected: Tue 22 Nov 2011

Actuals for 'Open Schedule' \*\* Contribute \*\*

Slot	Start Terminal	Start Date	Start Time	Stop Terminal	Stop Date	Stop Time	Job	Operation	Quantity	Cost	Time
Slot 1	Enfield job c...	Tue 22/11/2011	09:00	-			Comet twenty chairs	Chair back	0	0.00	0:00

Add another set of bookings...

Finally, notes may also be created against any job costing amendment by using the right-click.

