

# Virtual Webinar Agenda

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## **Production Report by Shift**

During this virtual training session we will review how to disposition good parts into inventory and backflush materials, record labor and overhead against production work orders.

Duration: 1 hour

### Topics discussed:

- Review New, Open and Archived Reports
- Disposition RealTime and non-RealTime Reports
  - Record production and setup hours
    - View and edit Downtime hours and codes
  - Record labor
    - Manual
    - Time and Attendance
  - Record good parts and rejects
  - Control materials to be backflushed
    - Backflush parameters
    - Substitute materials and “Freeze Calc”
  - Disposition Location Hierarchy
- Archiving Production Reports

### Training Policy

Internet based training sessions are presented via TeamViewer or GoToMeeting. Please contact our Training Department at 805.227.1122 Ext.4, or email [training@iqms.com](mailto:training@iqms.com) for course availability and pricing information.

### **Customer Cancellation & Reschedule Policy**

- 49 hours or more, no charge
- 48 hours or less, 50% charge