

Time Card Generator

Manual for Pre-Release v0.3.5

Hunter Logan



GitHub Repository: https://github.com/machspec/time_cards

This manual was written for a pre-release version of the Time Card Generator (“the program”). Certain steps or images may not apply in later releases. Basic knowledge of navigating Epicor ERP and Excel are assumed and, as such, will not be covered in this guide.

If you discover a bug with the program, or have feedback or requests, please create an Issue on the GitHub repository linked above with a detailed description of the issue and any reproduction steps.

Table of Contents

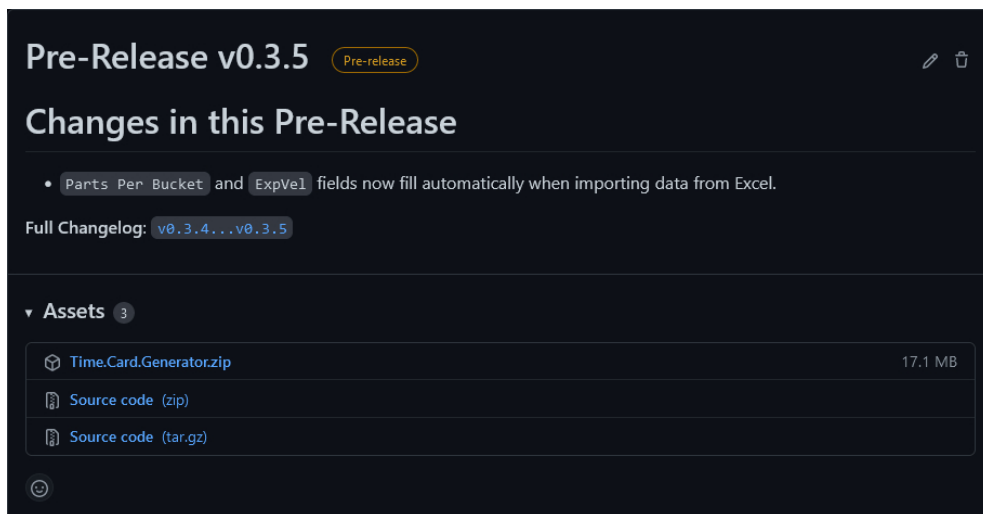
- [Installation](#)
- [Getting Data from a BAQ](#)
- [Importing Data](#)
- [Conclusion](#)

Installation

Time Card Generator can be installed directly from the project repository, on the *Releases* page.

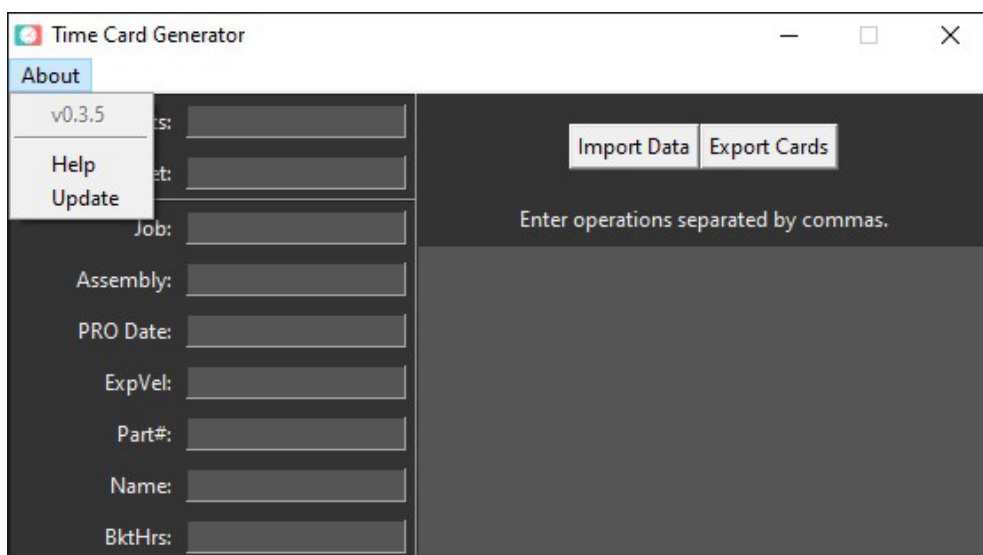
https://github.com/machspec/time_cards/releases

On the *Releases* page, click the *Assets* drop-down for the latest version and select `Time.Card.Generator.zip`. Once the file downloads, extract it to the desired location on your PC and run `Time Card Generator.exe`. You'll likely get a security* notice from Windows which you can bypass by selecting *More Info* and choosing *Run Anyway*.



Quickly Upgrade from an Older Version

If you already have the program installed and an update is pushed out, you will get a notification before the program loads to let you know that you can upgrade. To upgrade, go to *About > Upgrade*, and you will automatically be taken to the *Releases* page.

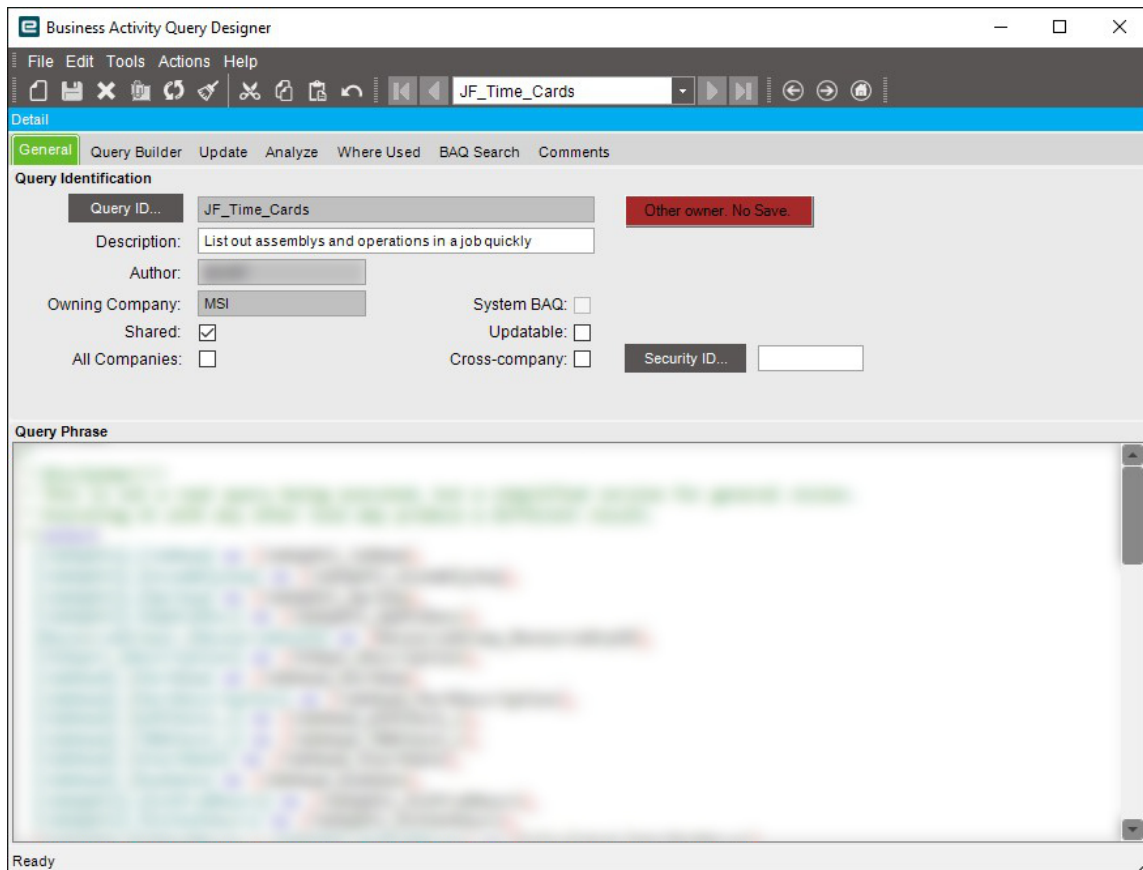


Your current version is also displayed at the top of the About menu.

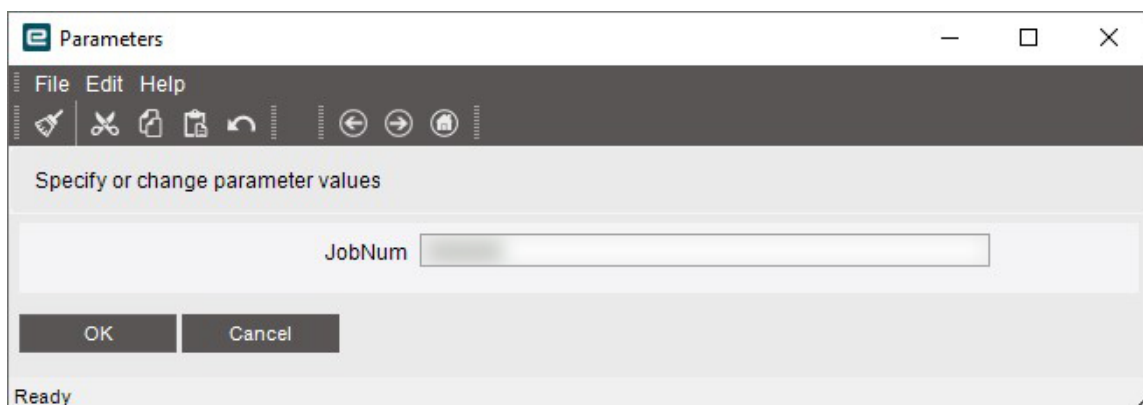
* The benefit of this program being open-source is that you can verify for yourself that it is secure. Reading through the source code is a great way to make sure your data is safe.

Getting Data from a BAQ

Getting data for use in the program requires basic knowledge of Epicor ERP and Excel. To get data from Epicor, open the `JF_Time_Cards` business activity query (“BAQ”). Once the BAQ is open, go to *Analyze > Test* and enter the job number you will retrieve data for.



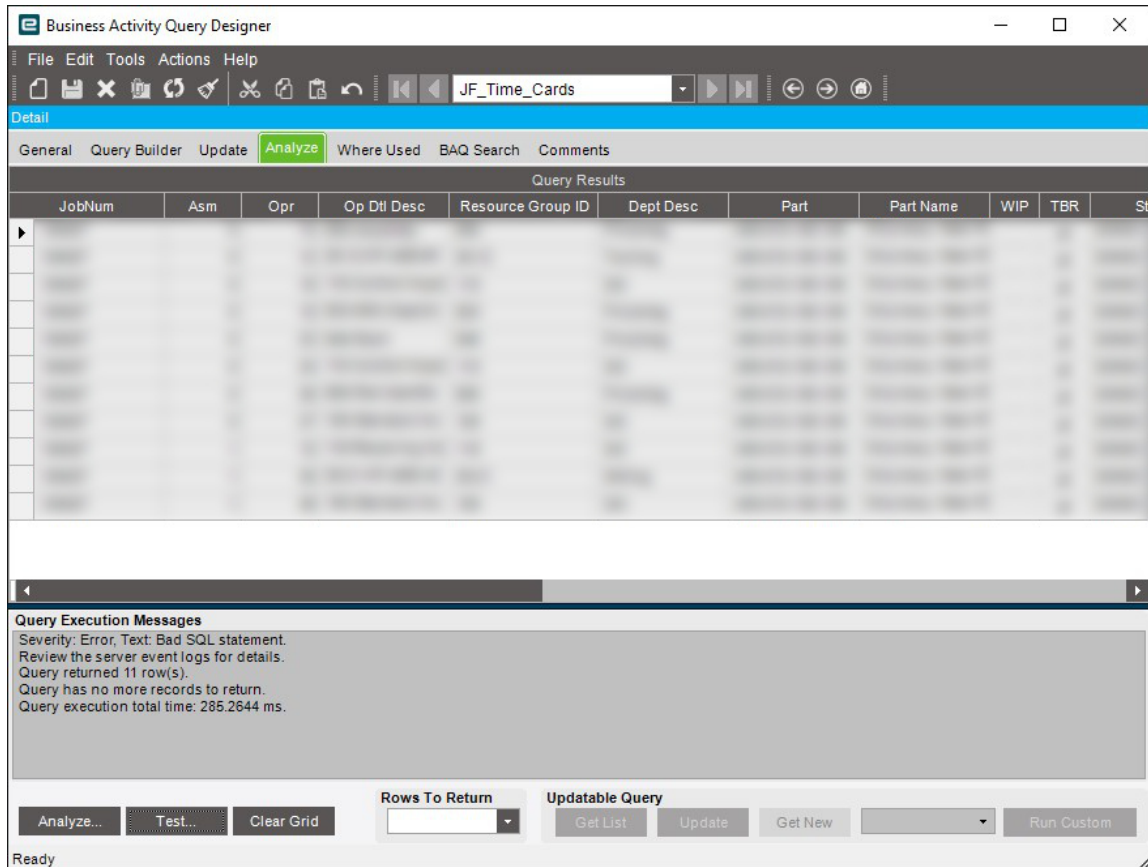
Open the `JF_Time_Cards` BAQ



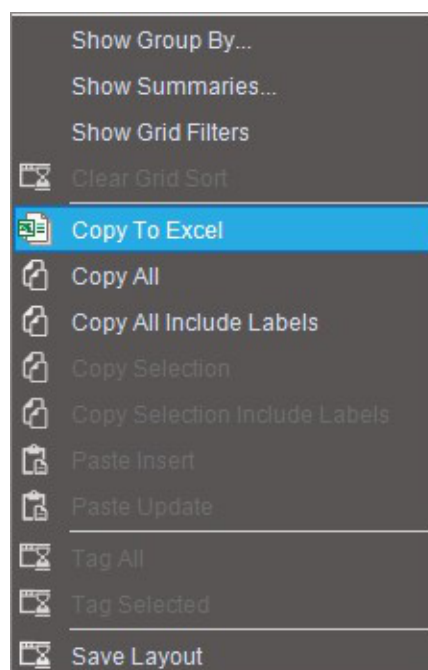
Enter the job number you will be retrieving data for.

Getting Data from a BAQ

Once the BAQ finished retrieving data, right-click inside the viewport and select *Copy to Excel*.



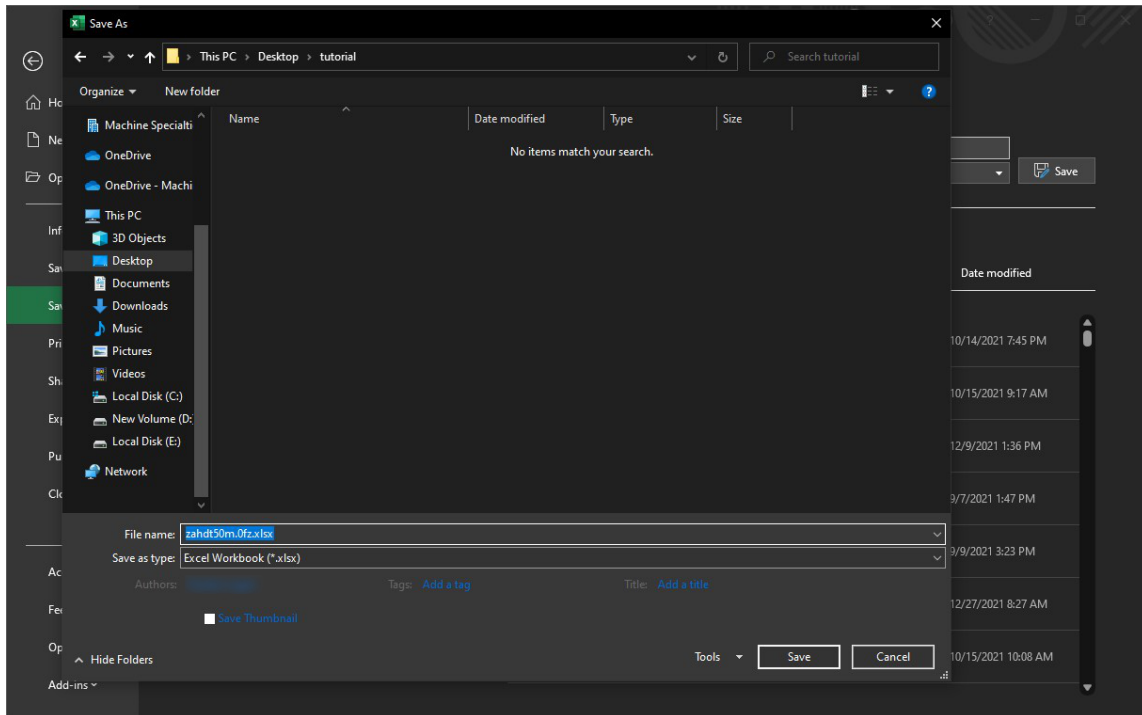
The viewport is the blurred section pictured here.



Click **Copy to Excel** and wait for the program to open.

Getting Data from a BAQ

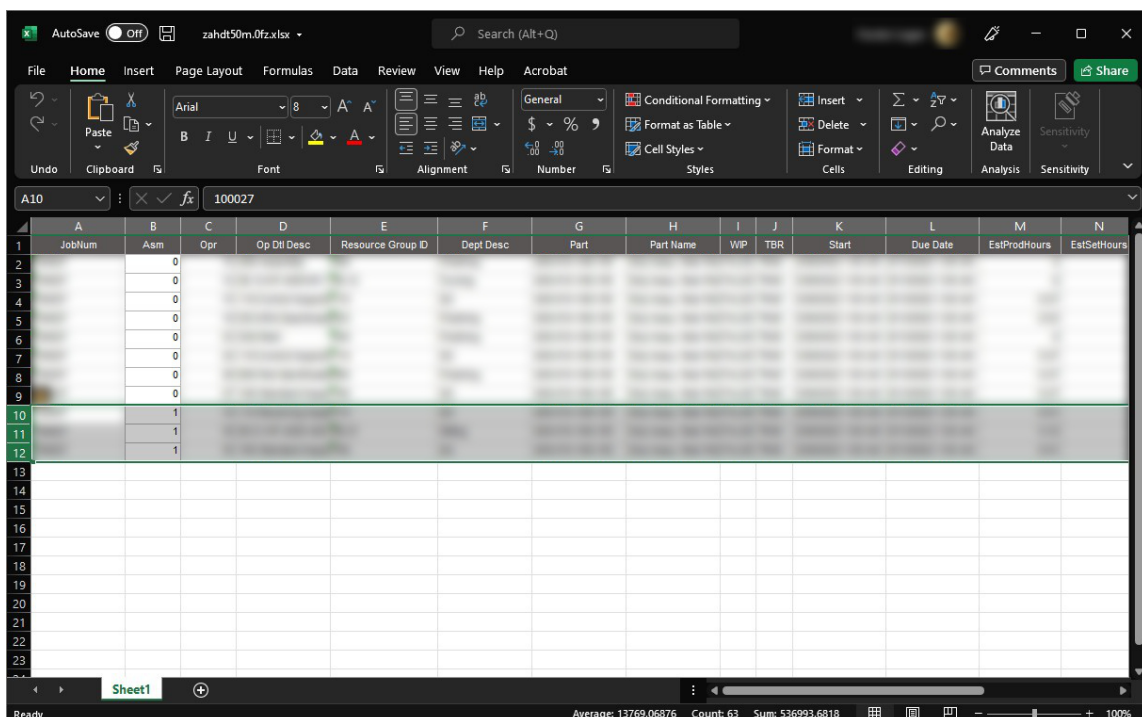
Once Excel opens, save the file to a location where you'll easily be able to find it because you will need it later in this guide. It is preferred that you name this file after the job number you entered earlier for organization purposes.



Save the Excel file to a location where you can easily find it.

*In pre-release versions of this program, you will have to do different assemblies ("Asm") separately. This will not be an issue in the production-ready software. Notice in the image below that the assembly changes from 0 to 1. Make sure that assembly data for **only one** assembly at a time is present in the spreadsheet.*

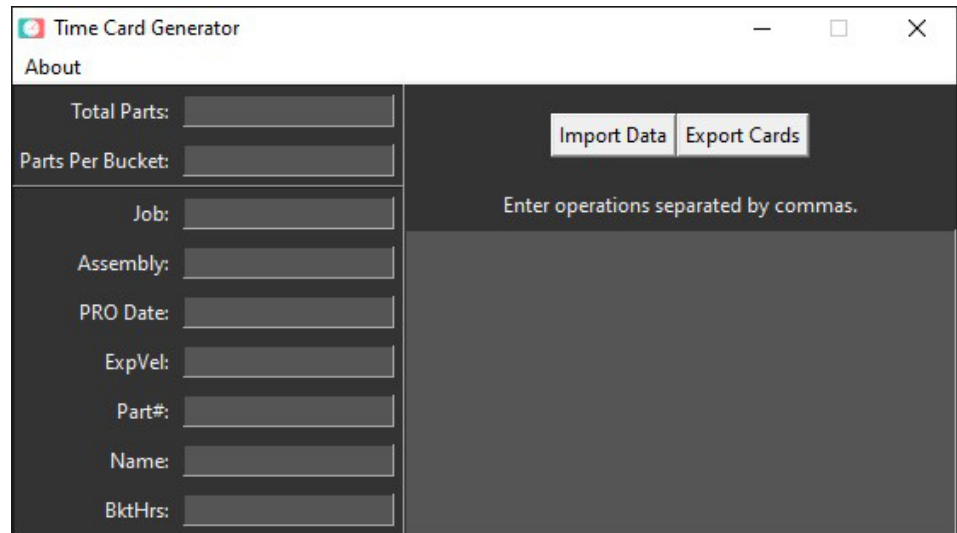
Simply cut out any extra rows by selecting them and pressing the Delete key.



Importing Data

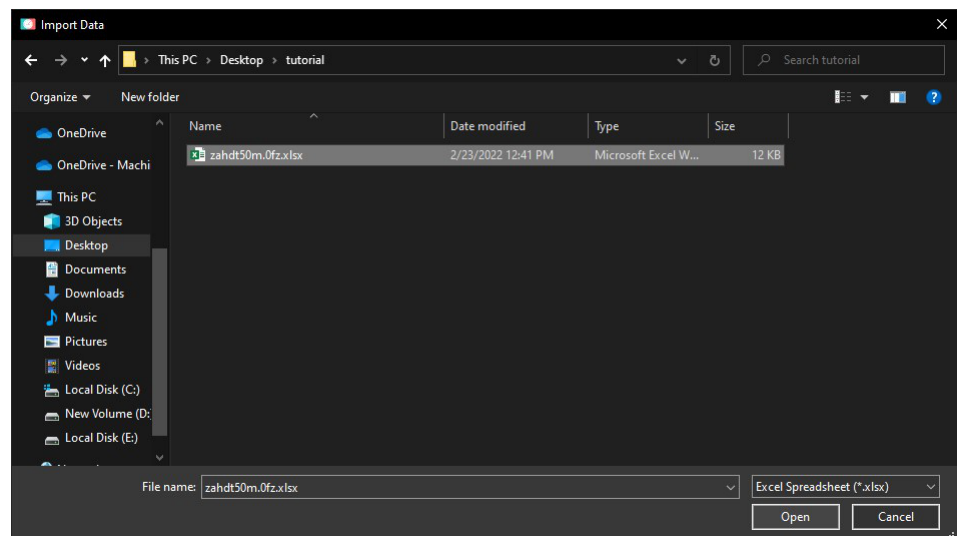
Importing BAQ data from Excel is a simple process. Simply run the program and click the *Import Data* button. In the subsequent file-selection popup, choose the Excel (.xlsx) file you created in the previous step. Once you click *Select*, the program will automatically fill out all the entry forms.

Program before
importing data

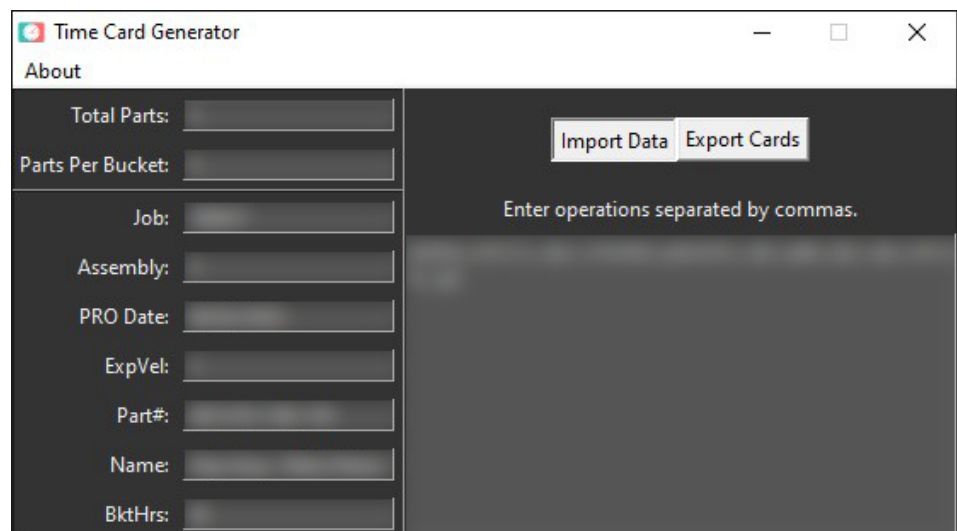


The screenshot shows the 'Time Card Generator' application window. On the left, there are several input fields: 'Total Parts:', 'Parts Per Bucket:', 'Job:', 'Assembly:', 'PRO Date:', 'ExpVel:', 'Part#:', 'Name:', and 'BktHrs:'. On the right, there are two buttons: 'Import Data' and 'Export Cards'. Below the buttons, there is a text prompt: 'Enter operations separated by commas.' followed by a large empty text area for input.

Import Data file dialog



Forms are automatically
filled out



The screenshot shows the 'Time Card Generator' application window after the data has been imported. The input fields on the left are now filled with data: 'Total Parts:' is '100', 'Parts Per Bucket:' is '10', 'Job:' is '100', 'Assembly:' is '100', 'PRO Date:' is '2/23/2022', 'ExpVel:' is '100', 'Part#:' is '100', 'Name:' is '100', and 'BktHrs:' is '100'. The 'Import Data' button is now disabled, and the 'Export Cards' button is active. The text prompt 'Enter operations separated by commas.' is still present, followed by the empty text area.

Conclusion

Use the `JF_Time_Cards` Business Activity Query to load information about a job by going to *Analyze > Test* and entering a job number in the parameter field. Right-click and choose *Copy to Excel*, and then save the Excel file to a location where you can easily find it.

*In pre-release versions of the program, you will have to do this process multiple times for different assemblies. Cut out any rows of data where the **Asm** column is different. For example, if you are printing time cards for assembly 0, remove all rows where **Asm** is not 0. This will not be an issue in the production-ready version of this program.*

Once you have an Excel file with the data you're looking for, simply open the program and click the *Import Data* button. Select the file, and the forms will fill out automatically. Verify that all the information is as expected, then click *Export Cards*.

After clicking *Export Cards*, a PDF file will open with your time cards ready for printing. It is recommended to save this PDF in a convenient location, named after the job number for which it was printed. Even if you do not save the file, a copy of it exists within the program's *output* directory, named after the job number and the date on which it was created.

I found a bug or I have a suggestion.

Please create an issue on the project's GitHub repository linked below.

https://github.com/machspec/time_cards

Here is a guide to creating GitHub issues:

<https://docs.github.com/en/issues/tracking-your-work-with-issues/creating-an-issue>

Please be sure to provide as much detail as possible in bug reports, including your program version and steps to reproduce the issue. Apply the *bug* label to your issue before submitting.

Suggestions for improvement can also be made using Issues, just use the *enhancement* label when you create your issue. This program cannot directly interface with Epicor; therefore, issues requesting some sort of direct connection to ERP software will be marked as *wontfix*.