# HELPDESK

KnowledgeBase Article 2135

Work Order Status View

The intent of the *Work Order Status View* screen is to provide easy access to a given Work Order and its' associated Splits and/or Exploded Work Orders. This screen provides all the same functionality as found on the Production > Production Management > Work Order List > Routing expander to Open and Close sequences, Add, Edit, Delete sequences, and view Routing details, including Labor Tickets and Outside Process Purchase Orders.

Security:

Security for the *Work Order Status View* is found in Settings > Global Settings Management > User List > User > Security expander > Guardian Version 8 > Production > Production Management > Work Order Status View

HELPDESK
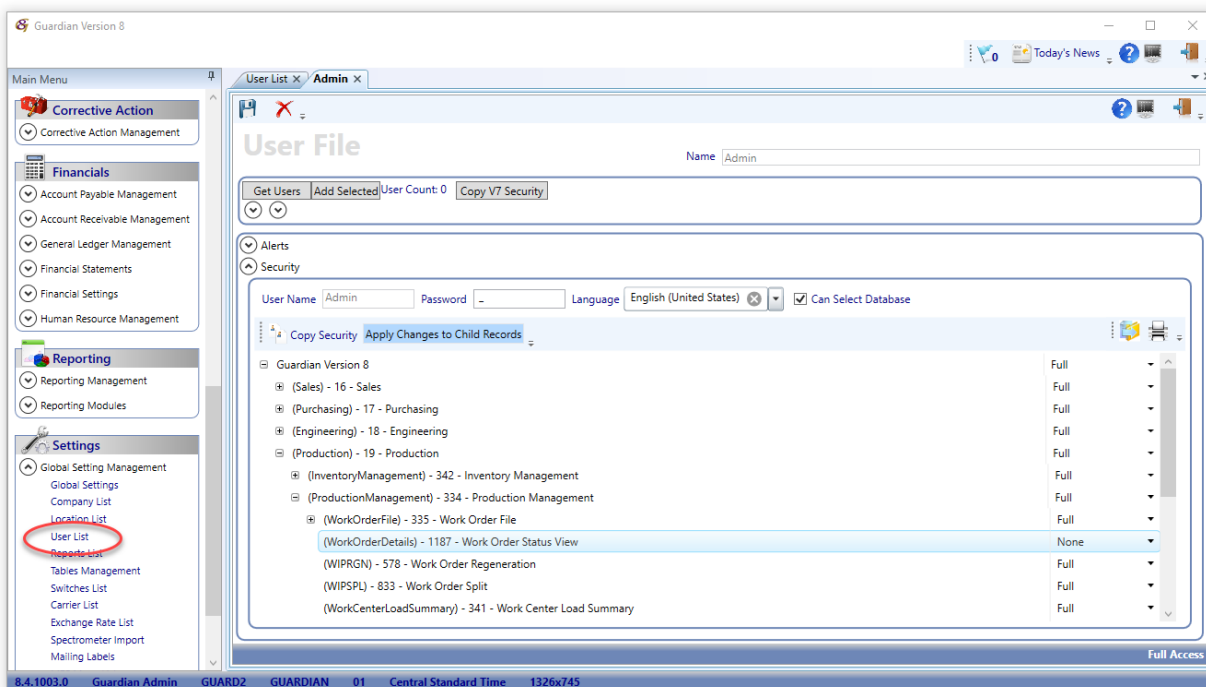
Navigation:

To Open the *Work Order Status View*, navigate in the Guardian main menu to Production > Production Management > Work Order Status View…left click to open the screen.
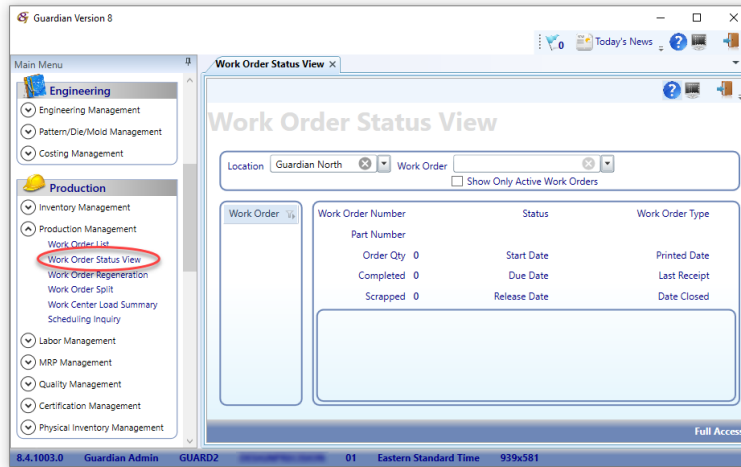
1. The Location defaults to *Location 1* or you may *select* a different Location.

2. *Enter* or *select* the *Work Order Number* from the dropdown list.

3. Check ☑ *Show Only Active Work Orders* to reduce the list from all to Open Work Orders

4. The Work Order list on the left shows all Work Orders related to the selected Work Order.

   a. *Exploded Work Orders* will show above the main Work Order selected as they are required prior to the commencement of the selected Work Order

   b. *Split Work Orders* will show in a tree view below the main Work Order – even when they were split from one of the *child* Work Orders. The system logic searches for *child* records only…it cannot find *parents* from their *child* Work Orders.
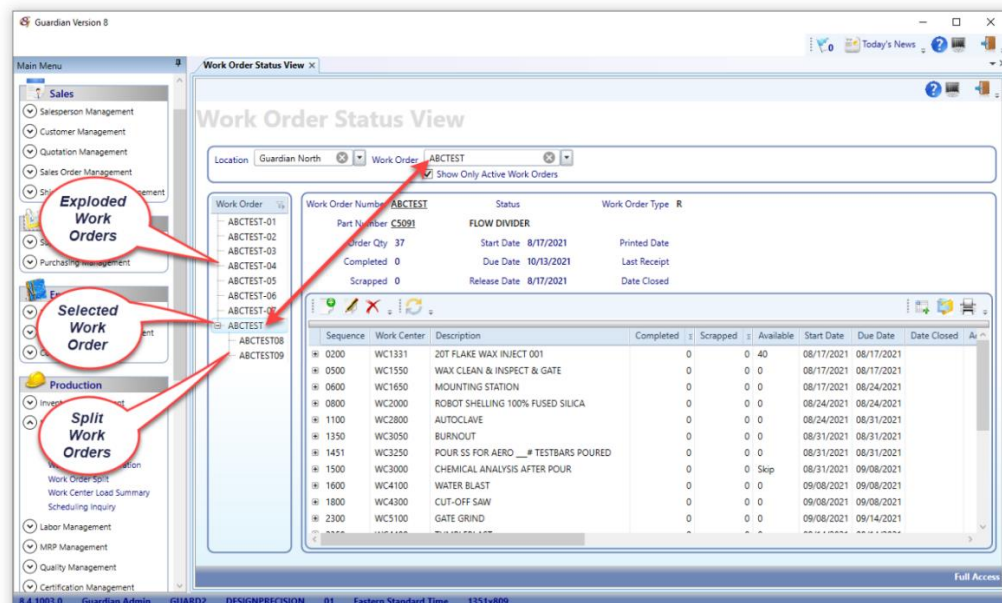
Work Order Details:

By default, the indicated Work Order is highlighted and its details displayed. The user may click on any Work Order in the list to view its details.

1. The top section displays details from the selected Work Order:

   a. *Work Order Number* is the selected Work Order number and can be clicked to navigate to the Work Order master record.

   b. *Part Number* is the part of the selected Work Order and can be clicked to navigate to the Part Master record.

   c. *Status* is the Work Order status code from the selected Work Order

   d. *Work Order Type* is the Work Order Type code from the selected Work Order

   e. *Order Quantity* is the Work Order quantity

   f. *Completed* is the number of parts that have been receipted from the selected Work Order

   g. *Scrapped* is the number of parts that have been scrapped from the selected Work Order

   h. *Start Date* is the date the Work Order is scheduled to start

   i. *Due Date* is the date the selected Work Order is scheduled to be completed

   j. *Release Date* is the date the Work Order was released to the shop floor

   k. *Printed Date* is the last date the process sheets for the Work Order where printed

   l. *Last Receipt* is the date of the last WIP Receipt for the selected Work Order

   m. *Date Closed* is the date the selected Work Order was closed

2. The *Routing List* is displayed below. This list has the same functionality as the *Routing List* found on the *Work Order* master.

    a. Routing sequences may be marked as *Open* or *Closed* by using the menu button

    b. Sequences may be *Added, Edited,* or *Deleted* using the menu buttons

    c. Double click a *Routing* operation to open it for view or edit

    d. Expand a *Routing* operation to display all records that are tied to that operation

        i. Double click *Labor Records* to open them

        ii. Double click *OPPOs* to open the *Purchase Order*

Work Order Number **202402** Status **Closed** Work Order Type **R**

Part Number **C▮▮▮** **Housing**

Order Qty **47**	Start Date **6/17/2020**
Completed **24**	Due Date **7/14/2020**
Scrapped **23**	Release Date **6/17/2020**

Printed Date **3/22/2021**
Last Receipt **4/9/2021**
Date Closed **4/14/2021**

Sequence	Work Center	Description	Completed Σ	Scrapped Σ	Available	Start Date	Due Date	Date Clo:
⊟ 2555	WC5600	TUMBLE BLAST	58	0	5	07/14/2020	07/14/2020	01/29/20.

  ⊟ **Labor**

Type	Employee	Date	Calculated Time In	Calculated Time Out	Actual In	Actual Out	Hours Σ	Completed Σ	Scrappe
Run	▮▮▮▮	01/13/2021	23:36:00	07:30:00	23:36:00	00:22:00	0.01	20	
Run	▮▮▮▮	01/13/2021	20:43:00	23:01:00	20:43:00	23:01:00	1.14	0	
Run	▮▮▮▮	12/30/2020	20:11:00	23:40:00	20:11:00	23:40:00	1.74	38	

Sequence	Work Center	Description	Completed Σ	Scrapped Σ	Available	Start Date	Due Date	Date Clo:
⊟ 2850	WCV218	HOMO & SOL'N ANNEAL & AGE	58	0	0	07/14/2020	07/28/2020	01/29/20.

  ⊟ **Purchase Orders**

PO Number	Supplier	Shipped Qty Σ	Stocked Σ	Rejected Σ	Date Entered	Date Required	Promised Date	Date Last Receipt	Ship Date	Stat
P08145	V00218	58	58	0	01/14/2021	01/28/2021	01/28/2021	01/27/2021	01/15/2021	C

Sequence	Work Center	Description	Completed Σ	Scrapped Σ	Available	Start Date	Due Date	Date Clo:
⊞ 3025	WC5710	HARDNESS CHECK	58	0	0	07/28/2020	07/28/2020	01/29/20.