RF Productivity Reports

Release 8.7.5

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RF Warehouse Management Overview

Use the Eclipse Radio Frequency (RF) Warehouse Management companion product to control and automate your entire warehouse's functions in real-time.

The RF Warehouse Management system uses radio frequency data communications that provide real-time access and integration to the system. RF data communications transmit between RF guns and workstation terminals, allowing up-to-the-minute information transmission of the following:

- Receiving and Put Away
- Picking
- Staging and Closing Orders
- Inventory Replenishment
- Product Movement
- Physical Inventory
- Cycle Counting

By using the RF Warehouse Management system, your warehouse gains real-time control over inventory. This real-time data transmission gives warehouse management the ability to:

- Make timely, well-informed decisions.
- Increase sales while lowering inventory levels.
- Reduce inventory variances to less than 0.01%.
- Reduce the number of lost sales and returns.
- Decrease your distribution cycle time.
- Improve service levels.
- Eliminate facility shutdown during physical inventory.
- Minimize personnel requirements and reduce your payroll.
- Improve warehouse space management.
- Cycle count discrepancies immediately.

RF Productivity Reports Overview

Use the RF Warehouse Management productivity reports to view quantitative data about your warehouse personnels' productivity. These reports provide information on warehouse productivity in the following areas:

- **Picker / Receiver Tracking Report** - The volume of inventory per order that a picker or receiver handles.

- **Timing Performance Report** - The amount of time that a picker or receiver spends on an order.

- **Replenishment Report** - The productivity of replenishment activities.

- **Cycle Count Report** - The productivity of cycle counting tasks.

Running the RF Picker/Receiver Tracking Report

Run the RF Picker/Receiver Tracking Report to measure the volume of inventory per order that a picker or receiver handles. The system reads data from the product log to track productivity during the receiving process.

This report is based on the *invoice date*. If the invoice date is moved, the report does not return the same results if it was previously run for the original invoice date. This report only details the first picker/receiver that uses RF to pick or receive the order. Mutliple users are not reported, even though the #lines reported would include all items on the order, not just those handled by the first user.

For a description of the report, see What the Report Shows at the end of the topic.

To run the RF Picker/Receiver Tracking Report:

1. From the **Warehouse Management > RF Reports** menu, select **RF Pick/Recv Tracking** to display the Picker / Receiver Tracking Report screen.

    Note: If prompted, log on to the character-based system.

2. In the **Br/Tr/All** field, enter the branch, territory, or **All** for which you want to run this report.

3. In the **Start Date** field and **End Date** field, enter the invoice date range of the picked or received orders you want to include in the report.

4. In the **Show Column** field, press **F10** and select to run the report for one of the following:

    - **Time/Line** - The elapsed amount of time it took between selecting the material in the system and scanning it to a tote.

    - **Dollar Amount** - The dollar amount associated with the items.

5. In the **Picker/Receiver** field, enter the picker or receiver ID for whom you want to run this report. Do one of the following:

    - Press **F10** for a list from which to select.

    - Leave the field blank to run the report for all pickers and receivers.

    - Use the **Multi** hot key to select more than one picker and receiver. ***Multi*** displays in the field.

6. In the **Detail/Summary** field, press **F10** and select the mode in which to run the report:

    - **Detail** - The individual time line or dollar amount for each order handled by a user.

    - **Summary** - The total time line or dollar amount for all orders handled by a user.

7. Set options, if needed, and generate the report.

What the Report Shows

The RF Picker/Receiver Tracker Report shows the following information:

Field/Column	Description
User Name	Picker or receiver who performed the activity.

Field/Column	Description
Order# *	Order number that the picker or receiver was handling. **Note:** This field is displayed in Detail mode only.
Group	Pick group of picker or receiver.
Items	Number of items picked, put away, or verified.
Lines	Number of lines picked, put away, or verified.
%	Percent of total items picked, put away, or verified.
Time Line	Elapsed time between selecting the material in the system and scanning it to a tote. This column displays by group in Summary mode and by individual user in Detail mode.
Dol Value	Dollar amount of items picked, put away, or verified. This column displays by group in Summary mode and by individual user in Detail mode. **Note:** For kits, the report divides the kit's total dollar amount equally between each of the kit's components (even if each component costs a different amount), and then lists each component's dollar amount and the kit's total dollar amount. For example, a kit that costs $15 is comprised of three components. The system divides the $15 equally between each of the components, listing each component's dollar amount as $5. The system also lists the total dollar amount of $15 for the kit.
Subtotals for Group *	Totals for a picking group's activity.
User Totals	Totals for a user's activity.
Grand Total	Total for each picker or receiver.

* This data displays in detail mode only.

Running the RF Timing Performance Report

Run the RF Timing Performance report to monitor the amount of time that a picker or receiver spends on an order and their downtime between orders based on the Product Activity Logs for the orders. This report provides an accurate account for the time a user spends on an order.

For a description of the report, see What the Report Shows at the end of the topic.

To run the RF Timing Performance report:

1. From the **Warehouse Management > RF Reports** menu, select **RF Timing Performance** to display the Timing Performance Report screen.

   Note: If prompted, log on to the character-based system.

2. In the **Branch/Tr/ALL** field, enter the branch, territory, or **All** for which you want to run this report.

3. In the **Start Date** field and **End Date** field, enter the date range based on the invoice dates of the orders for which you want to run the report.

4. In the **Zone** field, enter the zone location in the warehouse to include in the report.

5. In the **Sort By** field, press **F10** and select a report sorting option for how you want the system to organize the report details.

   - Invoice

   - Pick Date/Invoice

   - Pick Date/Zone/Invoice

   - Pick Date/Zone/Picker/Invoice

   - Pick Date/Picker/Invoice

   - Pick Date/Picker/Zone/Invoice

   - Picker/Invoice

   - Picker/Zone/Invoice

   - Picker/Zone/Pick Date/Invoice

   - Picker/Pick Date/Invoice

   - Picker/Pick Date/Zone/Invoice

   - Zone/Invoice

   - Zone/Pick Date/Invoice

   - Zone/Pick Date/Picker/Invoice

   - Zone/Picker/Invoice

   - Zone/Picker/Pick Date/Invoice

   - Picker/Pick Date/Select Time/Invoice

   - Picker/Pick Date/Zone/Select Time/Invoice

6. In the **Picker/Receiver** field, enter the picker or receiver ID for whom you want to run this report.

    Use the **Picker** hot key to create a list of multiple pickers or receivers for whom you want to run the report. However, note that the report logs the order against the first picker only and indicates the total number of lines on the order under this user's ID. Other users who spend time on the order do not display on the report.

7. In the **Show Cancelled Invoices** field, enter **Y** or **N** to indicate if you want the report to include cancelled invoices for the picker or receiver.

8. Set options, if needed, and generate the report.

What the Report Shows

The RF Timing Performance Report shows the following information:

Field/Column	Description
Branch	The branch in which the operator picked or received the order.
Order #	The order ID for the order that the operator picked or received.
Picker	The user ID of the operator performing the action.
Pick Date	The date on which the operator picked or received the order.
Zone	The zone in which the operator performed the action.
Customer Name	The name of the customer to which the order belongs.
Elapsed Selection Time	The elapsed amount of time between the last completed picked or received order and the next order selection.
Select Time	The time of day in which the operator selected the order.
Pick Time	The time of day in which the operator picked or received the order.
Elapsed Picking Time	The elapsed amount of time between selecting the order and completely picking or receiving the order.
#Lines	The number of line items on the order.
#Items	The number of actual items on the order.

Running the RF Replenishment Report

Use the RF Replenishment Report to track the productivity of replenishment activities.

For a description of the report, see What the Report Shows at the end of the topic.

To run the RF Replenishment Report:

1. From the **Warehouse Management > RF Reports** menu, select **Replenish Tracking** to display the Replenishment Report screen.

   Note: If prompted, log on to the character-based system.

2. In the **Br/Tr/ALL** field, enter the branch or territory for which you want to run the report. Type **ALL** to run the report for all branches and territories.

3. In the **Start Date** field, enter the beginning date to limit the report. Press **F10** to select a calendar date.

4. In the **End Date** field, enter the ending date to limit the report. Press **F10** to select a calendar date.

5. In the **Detail/Summary** field, select one of the following:

   - **Detail** - Lists time line or dollar amounts on the report. This selection activates the next field: **Show Column**.

   - **Summary** - Lists only average time.

6. In the **Show Column** field, press **F10** and select **Time/Line** or **Dollar Value**.

7. In the **Select User/ALL** field, enter the user for which you want to run the report.

   - Type **ALL** to run the report for all users.

   - Use the **Multi** hot key to enter multiple users for whom to run report.

8. Set options, if needed, and generate the report.

What the Report Shows

The RF Replenishment Report shows the following information:

Field/Column	Description
Replenisher	User picking the product.
Pick Group	Pick group of the user.
Product	Items or replenishment task.
Qty Pulled	Total quantity of item pulled by the indicated user.
UOM	Unit of measure for the items pulled.
Items Pulled	Number of line items pulled.
Scan Tote or Location	Flag that indicates if the item is going to a tote (**T**) or a designated location (**L**).
% Group Replen	Percentage of the line items that have been scanned in the pick group.

Field/Column	Description
%-Total Replen	Percentage of the line items that have been scanned out of the total items.
Time/Line or $ Value*	Amount of time it took to pull the products or dollar value of products depending on detail selected.
Date	Date the product was picked.
Time	Time stamp when the product was picked.

* This data displays in detail mode only.

Running the RF Cycle Count Activity Report

Use the RF Cycle Count Report to track productivity of users performing cycle counting tasks.

For a description of the report, see What the Report Shows at the end of the topic.

To run the RF Cycle Count Report:

1. From the **Warehouse Management > RF Reports** menu, select **Cycle Count Tracking** to display the Cycle Count Report screen.

   Note: If prompted, log on to the character-based system.

2. In the **Br/Tr/ALL** field, enter the branch or territory for which you want to run the report. Type **ALL** to run the report for all branches and territories.

3. In the **Start Date** field, enter the beginning date to limit the report. Press **F10** to select a calendar date.

4. In the **End Date** field, enter the ending date to limit the report. Press **F10** to select a calendar date.

5. In the **Detail/Summary** field, select one of the following:

   - **Detail** - Lists time/line or dollar amounts on the report. This selection activates the next field: **Show Column**.

   - **Summary** - Lists only dollar amounts.

6. In the **Show Column** field, press **F10** and select Time/Line or Dollar Amt.

7. In the **Select User/ALL** field, enter the user for which you want to run the report.

   - Type **ALL** to run the report for all users. The user ALL must be set up in User Maintenance for this selection to work.

   - Use the **Multi** hot key to enter multiple users for whom to run the report.

8. Set options, if needed, and generate the report.

What the Report Shows

The RF Cycle Count Activity Report shows the following information:

Field/Column	Description
Cycle Counter	User picking the product.
Pick Group	Pick group of the user.
Product	Items or replenishment task.
Qty Counted	Total quantity of the item counted by the indicated user.
Items Counted	Individual item from the order counted.
% Group	Percentage of the pick group that has been counted.
%-Total Replen	Items scanned for this line item as a percent of the total items scanned.

Field/Column	Description
Time/Line or $ Value *	Amount of time it took to pick the products or dollar value of products depending on detail selected.
Date	Date the product was picked.
Time	Time stamp when the product was picked.
Related	Displays **R** or **N** to indicate if the product was located in the same space or if a remnant location had to be picked.

* This data displays in detail mode only.

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