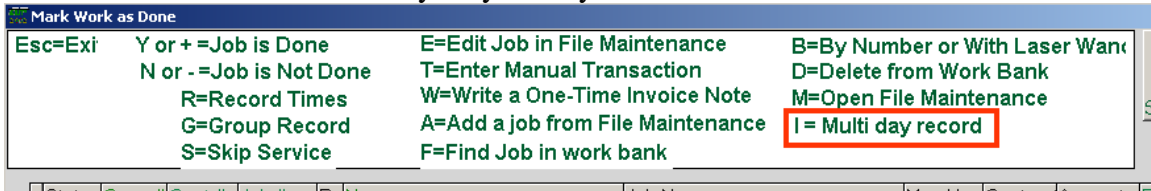


Recording Multi-Day jobs in CLIP2006

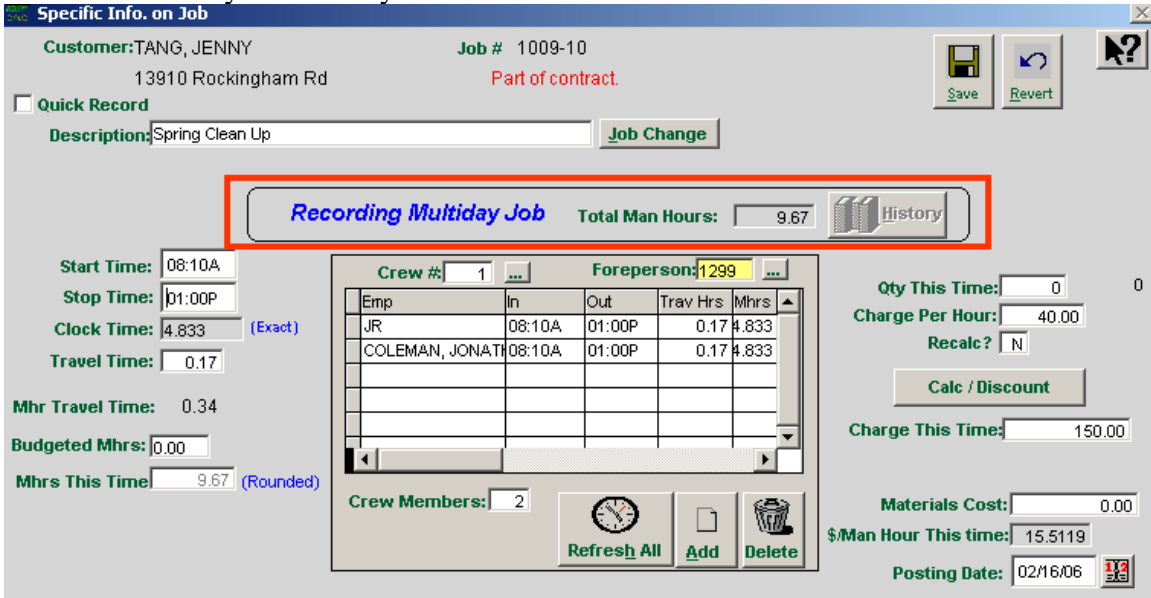
Created 2/20/2006

With the new 2006 version of CLIP you can record work that extends over one day. CLIP will track all the current information it does now such as Start/Stop times, travel time and employees,

When you are in Record work and want to enter times for an uncompleted service select the service then select the "I" key on your keyboard.



Enter the data as you normally would.



You can continue marking the rest of the services as normal using the "I" for any incomplete service.

Status	Crew #	Cust #	Job #	Dd	Name	Job Name	Man Hrs	Contract	Amount	Date Done
	1	1810	2	N	DIPAOLLO, ANNE	Mow & Trim All-Special	0.75	F	20.00	02/16/06
	1	1810	20	N	DIPAOLLO, ANNE	Estimate for Aerating & Oversee	0.00	F	0.00	02/16/06
I	1	1009	10	Y	TANG, JENNY	Spring Clean Up	9.67	T	150.00	02/16/06
D	1	1009	1	Y	TANG, JENNY	Lawn Maintenance	0.56	T	22.50	02/16/06
N	1	1562	1	N	LEATHAM, ERICA	Lawn Maintenance	0.63	T	25.20	02/16/06
I	1	1043	1	Y	DONOGHUE, KEVIN	Lawn Maintenance	8.67	T	30.10	02/16/06
	1	1047	1	N	ALLENSPACH, FREDERICK	Lawn Maintenance	0.52	T	20.70	02/16/06

Post the work as normal. On the final list of work done the job will be shown with the time recorded but the \$'s and time is not included the \$ per hour

Recording Multi-Day jobs in CLIP2006

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Final List of Work Done on: **Thursday 02/16/06** Date Printed: 02/20/06

Acct #	Name	Address	Job Name	Crew	Man Hours Budgeted	Man Hours This Time	Crrt	Amount	Area:	\$/H	Travel	Mat. Cost	\$/Hour Inc All Costs
1009-1	TANG, JENNY	13910 Rockingham Rd Germantown MD	Lawn Maintenance	1	0.56	0.56	Y	22.50	4125	\$40.17	0.00		\$40.17
Recorded Time From: 01:00 PM To:01:00 PM				Total Clock Time: 0.000		# Men on Crew: 2							
1009-10	TANG, JENNY	13910 Rockingham Rd Germantown MD	Spring Clean Up	1	0.00	0.00	Y	0.00	0		0.00		
Multi Day Recorded Time From: 08:10 AM To:01:00 PM				Total Clock Time: 4.833		# Men on Crew: 2							
1043-1	DONOGHUE, KEVIN	2410 Chiham Place Rockville MD	Lawn Maintenance	1	0.00	0.00	Y	0.00	0		0.00		
Multi Day Recorded Time From: 01:10 PM To:04:30 PM				Total Clock Time: 3.333		# Men on Crew: 2							
Totals for Crew # 1				Jobs..	3	0.56	0.56	22.50	4125		0.00	\$0.00	\$40.17
Totals for the Day Thursday 02/16/06				Jobs..	3	0.56	0.56	22.50	4125		0.00	\$0.00	\$40.17

Refresh the Work Bank for the next day as normal and print out route sheets. The incomplete jobs will be on the next day's route sheet.

When you go into Record work you will see the jobs leftover from yesterday marked with an "I" still.

I	1	1009	10	N	TANG, JENNY	Spring Clean Up	0.00	T	150.00	02/17/06	
	1	1562	1	N	LEATHAM, ERICA	Lawn Maintenance	0.63	T	25.20	02/17/06	
I	1	1043	1	N	DONOGHUE, KEVIN	Lawn Maintenance	0.00	T	30.10	02/17/06	
	1	1047	1	N	ALLENSPACH, FREDERICK	Lawn Maintenance	0.52	T	20.70	02/17/06	

At the end of the second day you can either finish the incomplete work or continue it as incomplete. To finish the job use the "Y" and enter the data for second day. If the job is still in progress use the "I" again and enter the data in.

You can view the previous day's data by selecting the "History" button within the jobs record work screen.

Customer: TANG, JENNY Job # 1009-10
 13910 Rockingham Rd Part of contract.

Quick Record
 Description: Spring Clean Up Job Change

Recording Multiday Job Total Man Hours: 13.67 **History**

If you have more than one day's history use the pull down to select the day. You can adjust previous day's data up to the time you actually Post the work.

Multiday Job History

View Work Done 02/16/06 Total Man Hours: 23.00 Current

08:10A
 01:00P

Crew: 02/17/06 Foreperson: 1299

Qty This Time

Select the "Current" button to return to today's data

Multiday Job History

View Work Done 02/16/06 Total Man Hours: 23.00 **Current**

Recording Multi-Day jobs in CLIP2006

Created 2/20/2006

Post the work as normal. When the work is marked as done it will be included in the Final List of Work Done with all the hours used to produce an accurate \$ per hour report.

Date Printed: 02/20/06

Final List of Work Done on: Saturday 02/18/06

Acct #	Name	Address	Job Name	Crew	Man Hours Budgeted	Man Hours This Time	Crtrt	Amount	Area:	\$/Hr	Travel	Mat. Cost	\$/Hour Inc All Costs	
1009-10	TANG, JENNY	13910 Rookingham Rd Germantown MD	Spring Clean Up	1	0.00	23.00	Y	150.00	0	\$8.62	13.66		\$4.09	
Multi Day			Recorded Time From: 02:00 PM To: 04:00 PM	Total Clock Time: 11.500	# Men on Crew: 2									
1043-1	DONOGHUE, KEVIN	2410 Chilham Place Rookville MD	Lawn Maintenance	1	0.75	10.77	Y	30.10	0	\$2.79	0.68		\$2.62	
Multi Day			Recorded Time From: 04:00 PM To: 06:10 PM	Total Clock Time: 5.383	# Men on Crew: 2									
1809-2	SUN, PETER	103 Watkins Circle Rookville MD	Mow & Trim All-Special	1	0.75	1.00	N	20.00	0	\$20.00	0.16		\$17.24	
			Recorded Time From: 06:15 PM To: 06:45 PM	Total Clock Time: 0.500	# Men on Crew: 2									
Totals for Crew # 1				Jobs..	3	1.50	34.77	200.10	0	\$5.75	14.50	\$0.00	\$4.06	
Totals for the Day				Saturday 02/18/06	Jobs..	3	1.50	34.77	200.10	0	\$5.75	14.50	\$0.00	\$4.06

The history of all the days postings can be seen the customers "History" file. Choose the line in history and select "Edit Line" then select "History" and use the pull down to select the date you want to see/edit.

Multiday Job History info for Spring Clean Up

Customer # 1009 Job # 10

Code D

Date 02/16/2006

Amount 150.00

Description Spring Clean Up

Done Y

GL Amount

Credit: 4003 Clean Ups

Debit: 1200 Accounts Receivable

Time In: : Man hrs: 9.67

Time Out: : Job Qty: 0

Travel Time: 0.34

Material Cost 0.00

Emp	In	Out	Travel H	Mhrs
JR	08:10A	01:00P	0.17	4.833
COLEMAN, JONA	08:10A	01:00P	0.17	4.833

Crew #: 1 Foreperson: 1299

Crew Members: 2

Add Delete