

Outbound Tracking

A component of the Wheel Shop Management Suite (WSMS)

User Guide



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Introduction

Overview

The Outbound Tracking application is used to track shipments of wheelsets or loose components that originate from your facility to your customer or another shop. The Outbound Tracking system allows you to register both completed wheelsets and raw material (wheels, axles, bearings).

Layout

Outbound Tracking contains three main screen areas. The status bar located across the bottom of the screen, the menu bar located at the left of the screen, and the client area right to the menu bar. The menu bar is used for navigation between different functions. For more details see the topic on the Menu Bar. The status bar indicates the copyright information and version number. The client area is where the data collection and display screens are displayed. For more details see the topic on Outbound Tracking

Interface

The day-to-day use is designed to be used with a touch-screen input device. Each data entry element provides an on-screen keyboard or numeric keypad to allow quick entry of data without the need to remove gloves or keep a keyboard clean. However, setting Options or administrative functions may require a mouse and keyboard.

System Requirements

This application has minimum system requirements as described below. These requirements must be met for the application to operate as designed.

This application supports the following Microsoft Windows operating systems.

- Windows 7 SP1 (x86 and x64)¹
- Windows Server 2008 R2 SP1(x64)¹
- Windows Server 2008 SP2 (x86 and x64)¹
- Windows Vista SP2 (x86 and x64)¹

The application requires the Microsoft .Net Framework 4.5 Full which can be obtained from Microsoft at <http://www.microsoft.com/en-us/download/details.aspx?id=30653>

The application requires the following hardware at a minimum.

- 2.0 GHz Processor
- 1 GB installed RAM
- 100 MB available disk space
- Ethernet Card

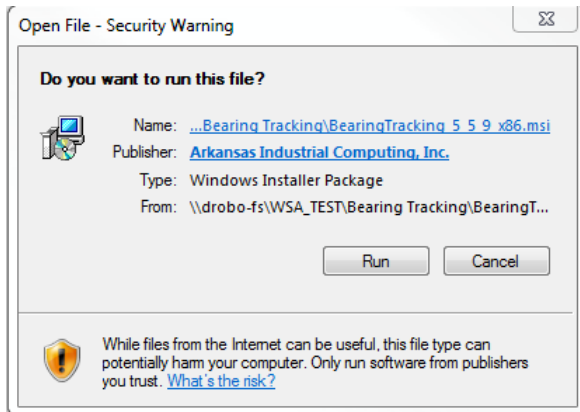
¹ When installed on a 64-bit operating system, the application will run in a subsystem of Windows called WOW64 (Windows-on-Windows 64 bit). WOW64 is included on all 64-bit versions of Windows and is designed to make differences between the operating systems transparent to the user.

Getting Started

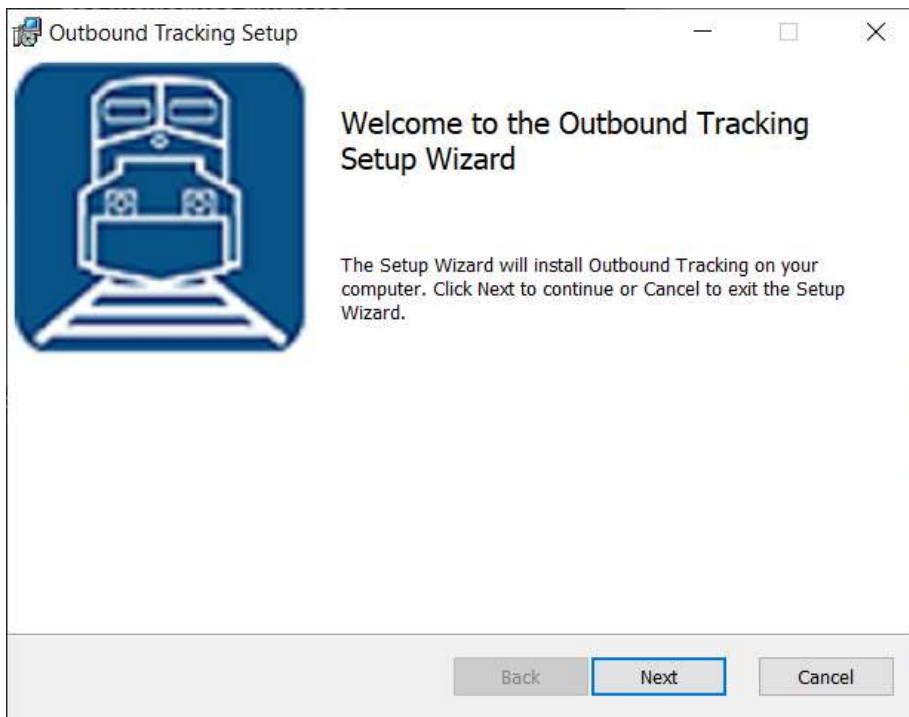
Installing Outbound Tracking

You will need Administrator rights to install Outbound Tracking.

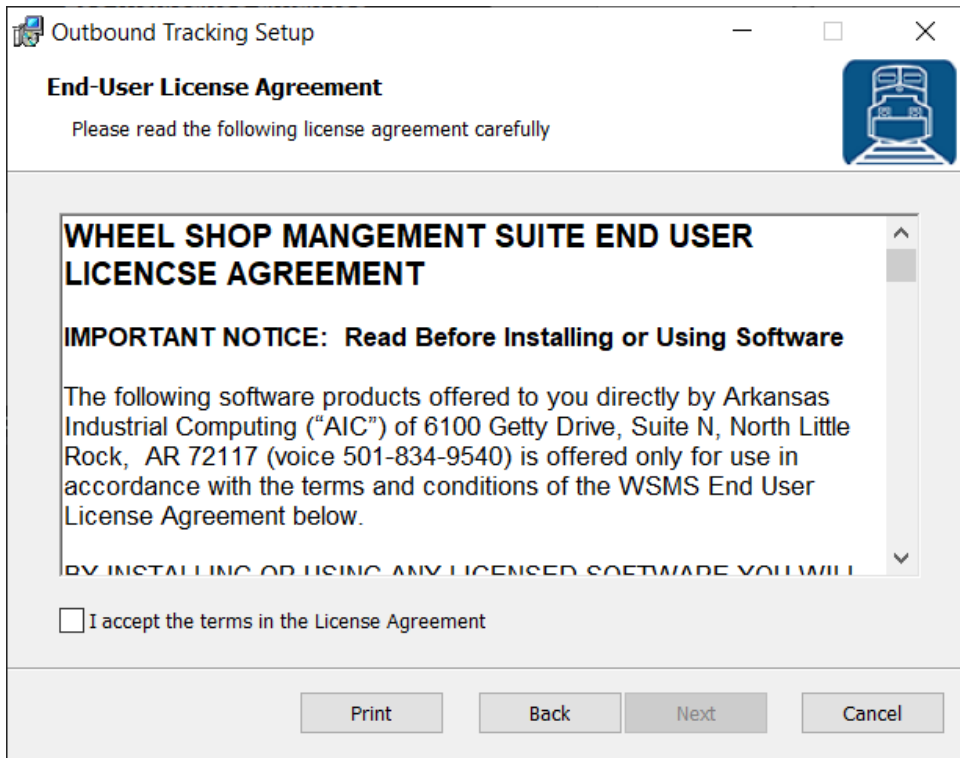
Make sure you have the latest version of our Outbound Tracking Setup program. [Contact](#) our support team for assistance. To install Outbound Tracking, run the setup program and follow the on screen prompts as described below:



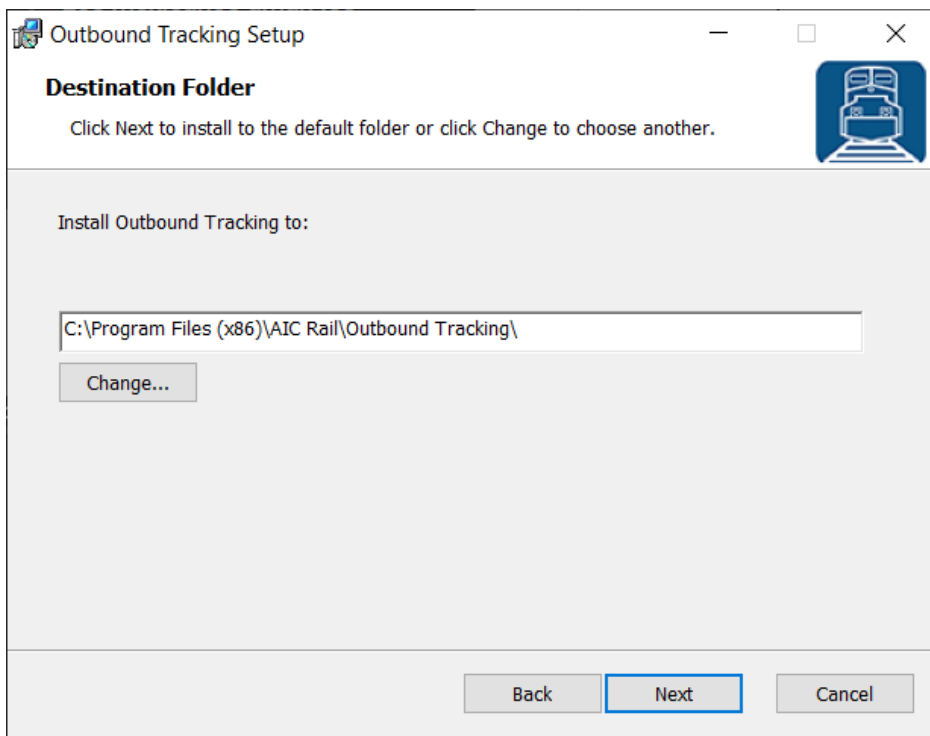
Click NEXT to continue.



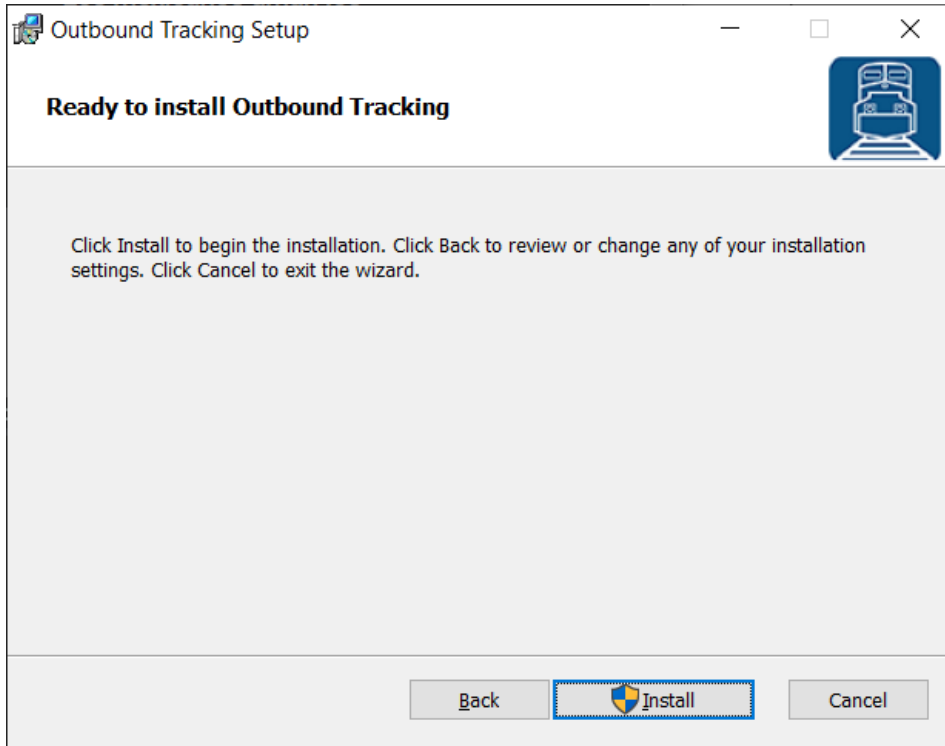
Accept the license agreement and click NEXT.



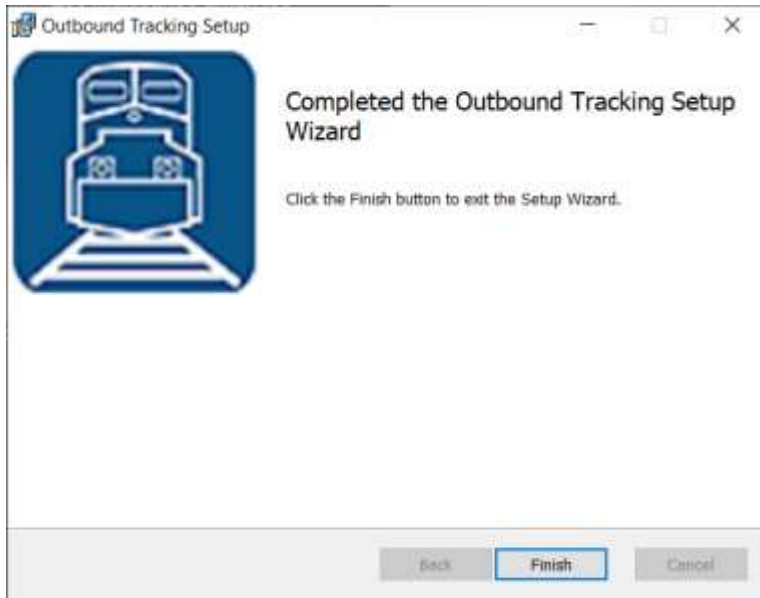
Select the location where you would like to install Outbound Tracking to and click NEXT.



Click INSTALL to begin the installation.



When the installation has completed, click FINISH to close the setup application.



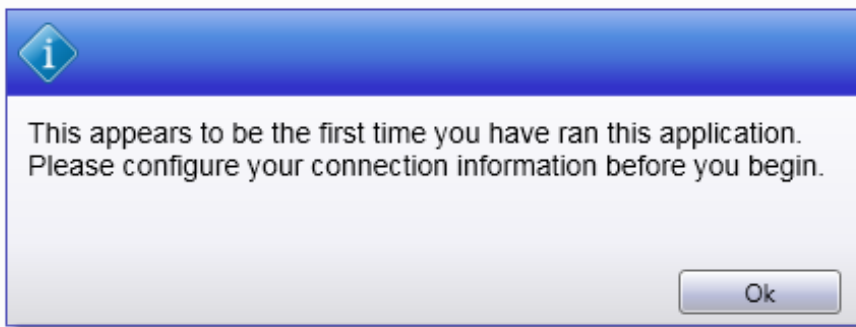
Initial Setup

Once you have installed Outbound Tracking you can double click the desktop shortcut to start the application.

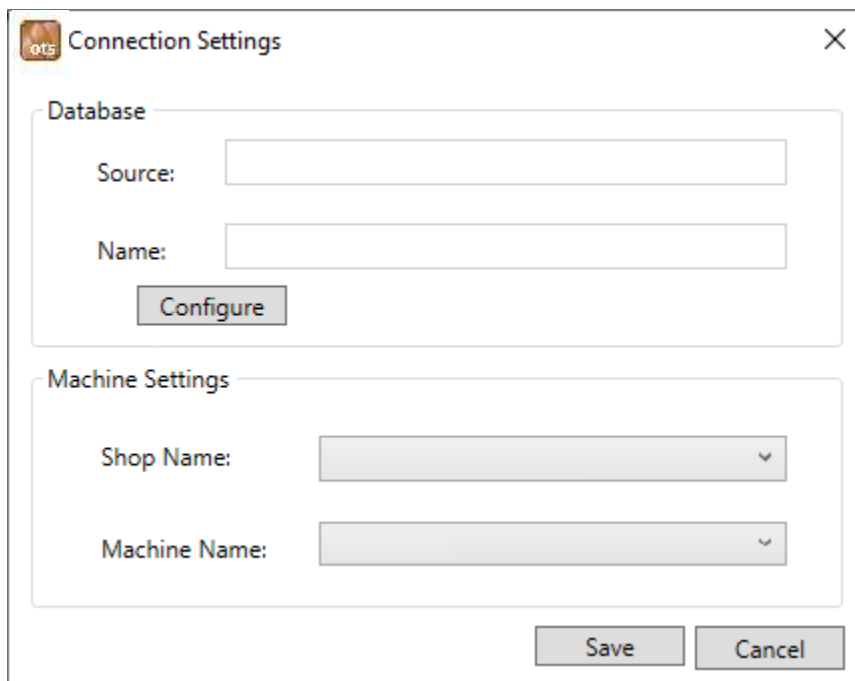
Database Connection Settings

Outbound Tracking requires access to an instance of the WSMS database which can be installed on the same computer or any computer with network access and the required permissions. The first time you run Outbound Tracking you will be prompted to enter your database connection settings.

Click OK to display the Connection Settings dialog.



In the Connection Settings dialog, click CONFIGURE.



Enter the connection settings for the server where the WSMS database is located. If you are unsure contact your IT Department or our [support team](#).

Click OK when you are finished.

Configure Server Connection

Server Name

Refresh

Log on to the server

Use Windows Authentication

Use SQL Server Authentication

User Name: wmslogin

Password: ●●●●●●●●

Save my password

Connect to a database

Select or enter a database name

Attach to a database file

Browse

Logical Name

Test Connection

OK Cancel

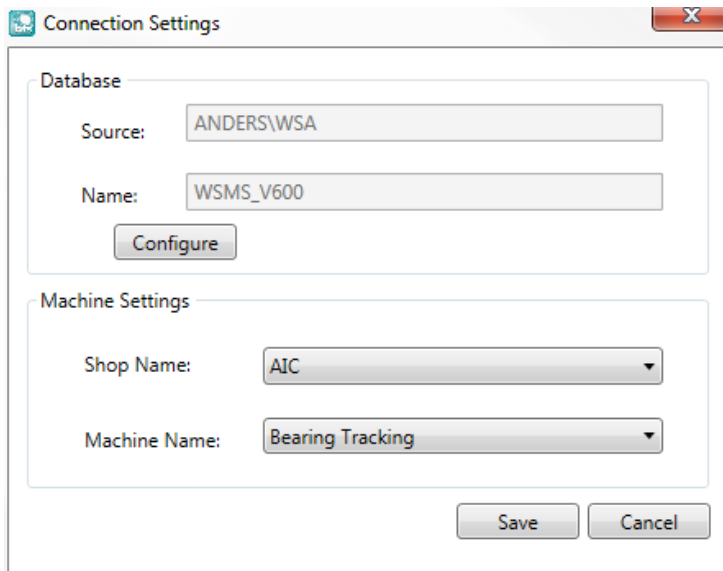
Click TEST CONNECTION to verify your settings.

Test Connection Succeeded

OK

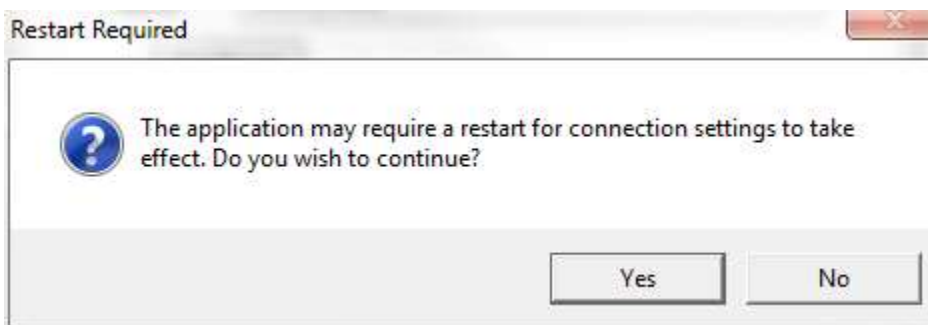
Click the Shop Name drop down to select the location for which you want to configure this installation. WSMS can support multiple locations or 'shops' hosted in one database. In order to isolate the data and settings to your location you must provide this information.

After you have selected the Shop Name click on Machine Name and select the machine you are installing on. Some settings are stored per machine so this setting will be used to differentiate each installation.




Click OK to save your changes.

In order for the connection settings to take effect you will be prompted to restart the application. Click YES.



Log on / Log off

Each user is given a unique username and password for the WSMS system for authentication and accountability. You must provide your username and password each time Outbound Tracking starts before you can begin. Your log on also determines what functions you have permissions to perform. If you do not have this information, contact your manager or a system administrator.



Outbound Tracking

Shift: 1

Username:

Password:

Log On

Backspace

Tab q w e r t y u i o p [] \

Caps Lock a s d f g h j k l ; ' Enter

Shift z x c v b n m , . / Shift

Ctrl Alt Alt Ctrl

When working in Outbound Tracking, to log off the current user select Log off from the menu bar.



Outbound Tracking

The Outbound Tracking application is used to track shipments of wheelsets or loose components that originate from your facility to your customer or another shop.

Outbound Tracking system allows you to send both completed wheelsets and raw material (wheels, axles, bearings).

Outbound tracking allows you to track information such as the shipment type, load number, customer, carrier, bill of lading, purchase order, and more. A new shipment is entered either from the search screen as described later, or from Shop Manager™. Each component is then scanned or entered manually to assign that component to the selected shipment.

Each outbound shipment has one of three statuses:

1. **Incomplete** – indicates the customer and carrier information has been entered but the truck or rail car has not been loaded by the operator.
2. **Completed** – indicates the truck or rail car has been loaded by the operator but has not been reviewed.
3. **Reviewed** – indicates the shipment has been loaded and reviewed for accuracy.

Incomplete Shipments: 3

#	Load Number	Name	Date Created	Item Count	Shipment Type	Location
1	3	Reading Blue Mountain	9/24/2019 2:52 PM	0	Outbound	
2	2	Kansas City Southern	9/24/2019 2:52 PM	0	Outbound	
3	1	NS	9/24/2019 2:23 PM	0	Outbound	CON

The main Outbound Tracking screen lists all the Outbound shipments, 'Incomplete' shipments. By default, the application only shows 'Incomplete' shipments. To begin loading a shipment, select the shipment from the list and select 'Load Shipment'.



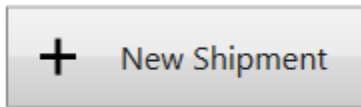
The main screen provides access to the features of Outbound Tracking. Each feature is described below:

1. **Load Shipment** – allows user to send wheelsets or axles from the shop. See the appropriate section for more details. [Load Shipment](#)

2. **Complete Shipment** – Designates the current load as ‘Completed’. See [Complete Shipment](#) for more information.
3. **Edit Load Info** – Allows user to edit the load information for the selected load. See the [Create/Edit Shipment](#) section for details.
 - **Refresh** - manually refreshes the list of shipments with a status of ‘Incomplete’.
 - **New Shipment** – Creates a new Outbound Shipment. You must select which type of Outbound Shipment you want to create (Completed Wheelsets, Incomplete Wheelsets, Axles, Wheels, Bearings).

Create/Edit Shipment

The 'New Shipment' button will allow you to register a new Outbound shipment.



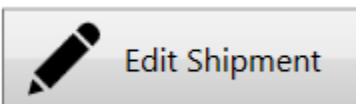
When creating a new shipment, the load number will automatically generate a unique load number by incrementing the previous number. You can change this number from the one that is generated if the number you choose is unique.

The New Shipment screen allows you to enter Customer, Carrier, Bill of Lading, Purchase Order Number and more. When you have entered all the information you want to include at this time, click 'Save' to save and return to the Outbound Shipments screen. Click 'Cancel' to close without saving.

Outbound - 4

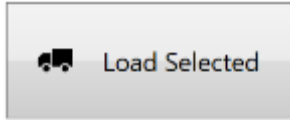
Type	Outbound
Load #	4
Bill of Lading	
Order #	
Account	
Location	
Method	Truck
Carrier	
Trailer #	
Status	Incomplete
Comment	

To edit a shipment, select the shipment you want to modify from the list and click the 'Edit Shipment' button. A similar screen as the new shipment screen will show but with the current information for the shipment you selected.



Load Shipment

The Load Shipment screen is accessed by selecting a shipment from the Outbound Shipments screen and selecting 'Load Shipment'.



After you select the shipment you want to load you must assign each wheelset or component to the shipment. You can do this in a couple of ways.

Scanning a Component ID (CID), Work in progress ID (WIP ID), or manufacturer barcode will trigger a search. If a unique wheelset/component is found matching the barcode scanned it will automatically get added to the shipment and appear in the list.

If no barcode is available to scan or the barcode is damaged, you can also perform a manual search. Click on the Search button. If your search returns a unique result it will get added to the shipment and appear in the list.

Scan CID or WIP ID barcode or search below

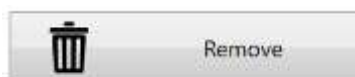
A search interface consisting of three elements: a dropdown menu on the left containing the text "WIP ID" and a downward-pointing chevron; a text input field in the middle; and a "Search" button on the right. The button features a magnifying glass icon and the word "Search" in a dark grey font.

When you are finished loading the shipment click Close and select one of the following two options:

- Save and Complete – This marks the shipment as complete and will cause it to be removed from the Shipment List. You should use this if you are sure you have entered all components for this shipment to indicate the shipment is complete and ready to be reviewed.
- Save – This closes the shipment but leaves it as Incomplete so it will continue to appear in the Shipment List. If you are not finished scanning in all components and need to return to it later, leave it as Incomplete.



If you need to remove a component after you have added it to the shipment, select it from the list and click 'Remove'.

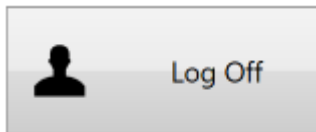


Menu Bar

The menu bar is used to navigate between the various functions of Outbound Tracking as described below.

Log off

Logs off the currently logged on user and disables all menu items that require security permissions.



Exit

Close the application and return to the Windows desktop.



Connection Settings

The Connection Settings dialog opens a menu to change the database connection settings. To perform this action, you must be logged in with administrator privileges. Refer to [Connection Settings](#) for more information.

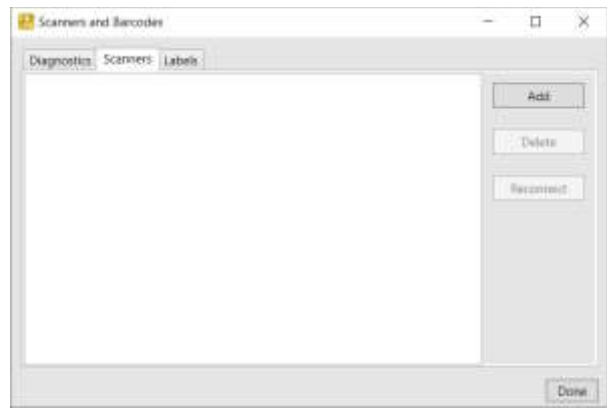
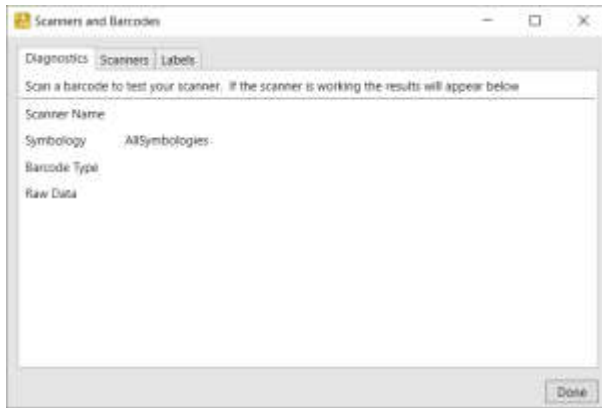


Barcodes

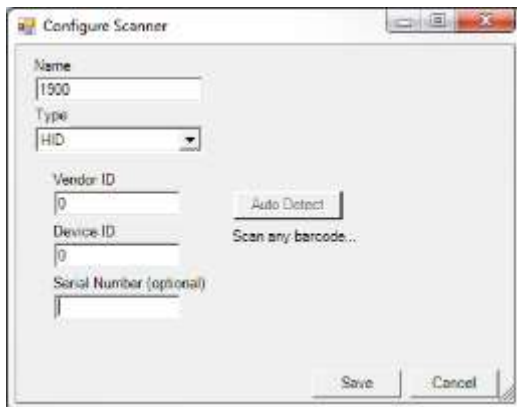
Scanners

Lists all scanners currently configured for use with the application.

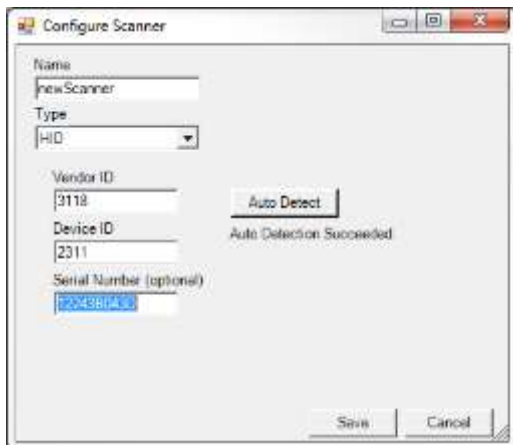
- Delete – Remove a barcode scanner from use.
- Add – Configure a new barcode scanner for use with the application.
- Scanner Selection – Select which scanner(s) correspond to which components. If only one scanner exists, or if the same scanner is used for all components the scanner will toggle back and forth between components each time a barcode is scanned.



To add a new scanner, Click ADD. Give the scanner a name, select HID for the type, and click AutoDetect. Scan any barcode, other than a programming sheet, while the “Scan any barcode...” message is visible. This will associate the scanner to the application.



A message will appear below the Auto Detect button to indicate if the auto detection was successful. In addition, the scanners Vendor ID, Product ID, and Serial Number will also populate. Click SAVE.



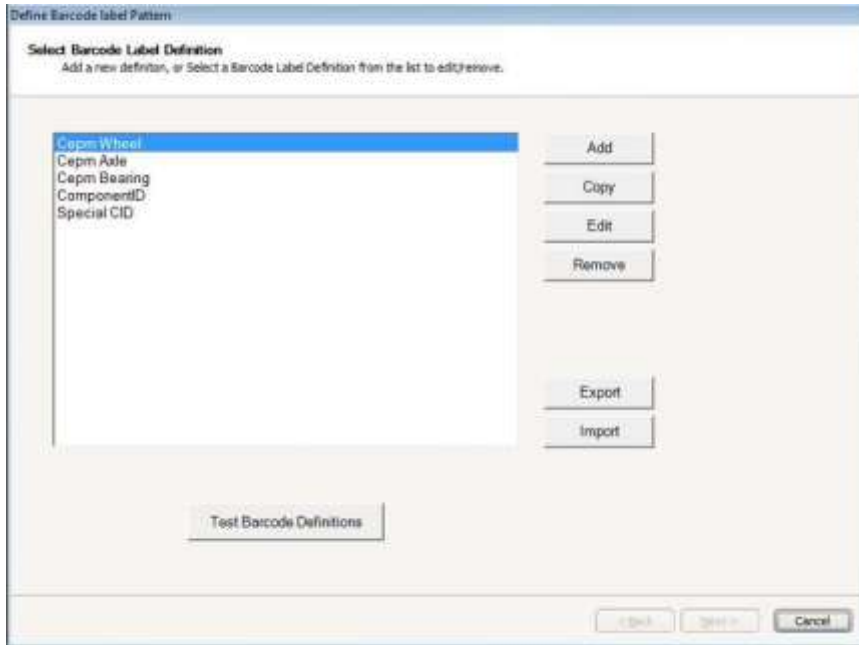
Labels

Lists all barcode label types currently recognized by this application.

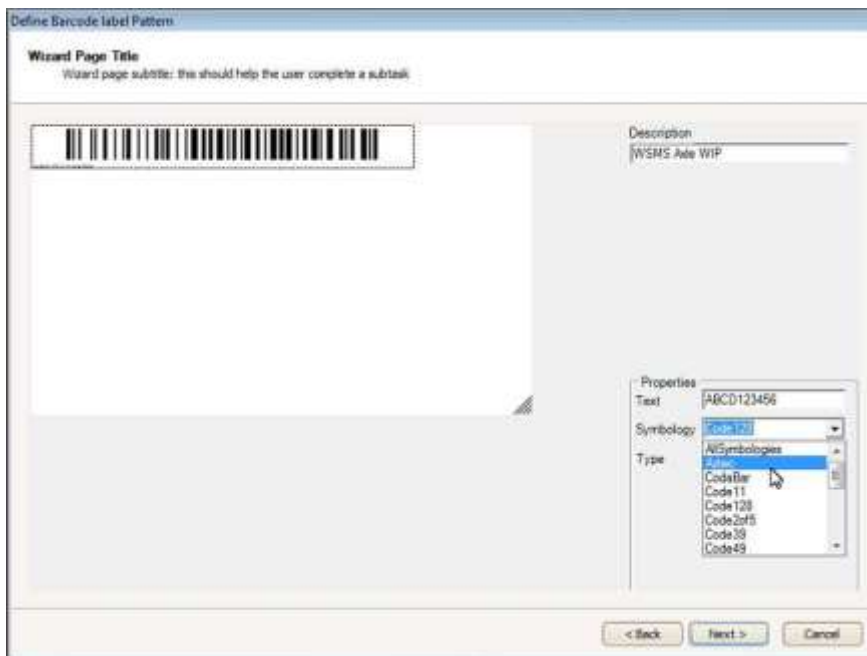
Wizard – Used to add, edit, or remove Barcode Label definitions. Before the application can obtain data from a barcode label it must be configured to recognize the type of label and how to parse the data into the individual data fields.

Define Barcode Label

To add or edit barcode label definitions, click the WIZARD button.



To add a new barcode label definition, click ADD. From here you will add the label definition description and properties such as the Symbology and Barcode type. Click NEXT, to configure the barcode label.



Configure Barcode Label

Configuring the barcode label includes describing the data that will be in the barcode. Define what it contains, in order from left to right. Define individual properties of the data and what the data looks like in the “What does the data look like?” box. Use the Help button to guide you through the correct syntax.

Select the correct barcode symbology

Define Barcode label Pattern

Configure Barcode Label
Configure the label by adding barcodes, static text, and/or images.

Describe the data in the barcode below by defining what it contains, in order from left to right.

Example: ABCD123456

Build definition:

Symbology: Aztec

Select a property: Value

What does the data look like?: @{4}#{6}

Barcode definition:

Property	Expression
Value	@{4}#{6}

Regular Expression: [^P=Value]{4}[0-9]{6}\$

< Back Next > Cancel

Help

Enter the data as it appears in the barcode.

If the data is not always the same use a wild-card to represent the data.

- @ matches any letter A-Z
- # matches any number 0-9
- * matches anything (letter, number, special character)

If the number of characters varies you can specify a maximum and minimum number of characters with {n,m} where n is the minimum number of characters and m is the maximum number of characters. If there is no maximum, do not include m.

Examples: #{1,3} will match 1, 12, 123, but not 1234.
7{1,} will match 7, 77, 777, 7777, 77777, etc.
A{2,4} will match AA, AAA, or AAAA but not A or AAAAA.
{2,} will match any group of letters with at least two letters.

OK

Test Barcode Label

Once you have configured your barcode label you can test the definition. Scan an example barcode label. If the barcode label configuration contains more than one barcode you must scan all barcodes. Click BACK to make any changes, or NEXT to save the configuration.

Define Barcode label Pattern

Test Barcode Label
Scan an example Barcode Label to test your Barcode Label configuration. If the Barcode Label configuration contains more than one Barcode you must scan all Barcodes. Click "Back" to make any changes, or "Next" to save the configuration.

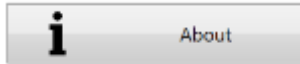
Barcode Symbology
1 AICX100016 Aztec _

Property	Value
Value	AICX100016

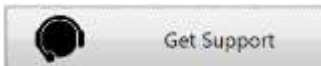
< Back Next > Cancel

Help

About – Displays the About dialog.



Get Support – Opens AIC Rail’s support page for the Wheel Shop Management suite. From here you can create a support incident, find contact information, or download user guides.



AIC RAIL

AIC Rail Technical Support

Wheel Shop Management Suite Support Links

- [Main Support Page](#)
- [Software Downloads and Release Notes](#)

Railcar Integrated Maintenance Suite Support Links

- [Main Support Page](#)
- [Product Help](#)

Priority Support and Update Assurance

- Price depends on number of stations in your shop
- Must renew annually

MORE INFORMATION

We would be glad to help resolve your problem. Please choose one of the following methods to contact us.

- [Email to \[support@aicrail.com\]\(mailto:support@aicrail.com\)](#)
- [Call +1 501.634.8940 and press 7 or +1 501.770.8872 direct](#)
- [Open a support ticket here](#)
- [Fill out the form below and someone will contact you.](#)
- [Get remote support](#)

Appendix A: License

WHEEL SHOP MANGEMENT SUITE END USER LICENCSE AGREEMENT

IMPORTANT NOTICE: Read Before Installing or Using Software

The following software products offered to you directly by Arkansas Industrial Computing (“AIC”) of 6100 Getty Drive, Suite N, North Little Rock, AR 72117 (voice 501-834-9540) is offered only for use in accordance with the terms and conditions of the WSMS End User License Agreement below.

BY INSTALLING OR USING ANY LICENSED SOFTWARE YOU WILL INDICATE THAT YOU HAVE READ, UNDERSTOOD, AND ACCEPT THESE TERMS AND CONDITIONS AND BECOME A PARTY TO THIS AGREEMENT. IF YOU ARE UNABLE OR UNWILLING TO ENTER AND COMPLY WITH THIS AGREEMENT, DO NOT ATTEMPT TO INSTALL OR USE ANY LICENSED SOFTWARE. INSTEAD, PROMPTLY RETURN ANY MATERIALS THAT WERE PROVIDED TO YOU. CONTACT AIC IF YOU WISH TO DISCUSS THE AGREEMENT BELOW, BEFORE YOU ATTEMPT TO INSTALL OR USE ANY PRODUCT.

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These limitations shall apply whether or not the alleged breach is a fundamental breach of contract. Some jurisdictions curtail limitations of liability for incidental or consequential damages, and/or limitations of implied warranties. Therefore, to the extent prohibited by applicable law, the above limitations may not apply to you.

TERM: This Agreement commences upon your acceptance (as described above) and will end when terminated. You may terminate this Agreement at any time. It will be deemed to terminate immediately if you fail to comply with any material term herein. Upon termination, your license rights end and you shall immediately destroy all whole or partial copies of all Licensed Software in your possession or control.

GENERAL: This Agreement is governed by and will be construed in accordance with the laws in force in the State of Arkansas, United States of America without regard to the conflict of laws provisions therein. The parties expressly disclaim the provisions of the United Nations Convention on Contracts for the International Sale of Goods. This Agreement constitutes the entire agreement between you and AIC pertaining to the Licensed Software and any associated AIC media, and supersedes all prior or contemporaneous agreements, understandings, negotiations, and discussions, whether oral or written. No amendment or waiver of any term of this Agreement will be binding unless executed in writing by the parties. Subject to the export restrictions provided above, you are entitled to assign this Agreement to a third party who has provided AIC with prior written acknowledgement of their acceptance of the terms and conditions herein. In such a case you will transfer all copies of the Licensed Software and any associated media to the assignee. The provisions of this Agreement will ensure to the benefit of and will be binding upon the parties and their respective successors and permitted assigns. If any provision of this Agreement is held by a court of competent jurisdiction to be illegal, invalid, or unenforceable, the remaining provisions shall remain in full force and effect.

Appendix B: Contact Information

AIC Rail
6100 Getty Drive
Suite N
Sherwood, AR 72117

Online Support

Visit our website at www.aicRail.com/WSMS for 24/7 technical information and available downloads
Email us at support@aicRail.com

Phone Support (Existing support contract or credit card required)

Call 1-501-834-9540 or 1-877-834-9540 (toll free)