# Web MTC manual

Version 1.1 08-11-2012

Welcome Poul Tarp	MTC-WEB -Takes you fur	ther faster	_	_	_	_	PO	Sector	idst opdater oktober 20	Pet 12
Menu	▶ Reports									
Main page	Select report: Rute da	igs summering	•							
Deliveries Delivery list	Set report parame	ters								
Suppliers	From date:	2012-10-24								
Create new supplier     Supplier list	Show report									
<ul><li>Products</li><li>Create new product</li><li>Productlist</li></ul>	Export to Excel									
Dairies	OvrSkr Lever	andør nr 🛛 Na	avn	Volumen	Temp Ind	Hente tid	Bil nr	Prøve nr	Læs nr	^
Create new dairy     Dairy list	Linie/tur : 1									
• Dairy lise	1	127 Ga	ımmelgård	19923,00	3,6	24-10-2012 05:29	1			
CIP Stations	Sub-total	1		19923,00	3,6					
CIP station list										
Drivors	Linie/tur : 1	1 Ch	arabalaård	15041.00	5.6	24 10 2012 06:42	1			1
Create new driver	- Sub-total	1 50	orsbørgard	15041,00	5,0	24-10-2012 00.43	1			=
Driver list	Sub cotur	-		130-11,00	5,0					1
Reports	Linie/tur : 1									
Reports	1	122 Wi	m Van Logtestijn	11104,00	3,7	24-10-2012 07:44	1			
Create login	2	124 Ej	vind Lauridsen	4878,00	3,8	24-10-2012 08:10	1			
Create new login     Manage logins	3	222 Wi	m van Logtestijn	4017,00	3,0	24-10-2012 08:27	1			
- Hanage logins	4	64 Pe	ter Thellesen	145,00	2,8	24-10-2012 08:43	1			
• Trucks	Sub-total	4		20144,00	3,6					I
Setun	Linie/tur : 1								_	
Site setup	1	33 Va	gn Thomsen	6770,00	3,9	24-10-2012 09:21	1			
Web MTC manual	2	229 Ar	jen Johannes Baan	6509,00	3,4	24-10-2012 09:43	1			
Log out	3	127 Ga	mmelgård	2991,00	3,5	24-10-2012 10:01	1			
L -	4	216 To	bias Tobiasen	2360,00	3,5	24-10-2012 10:14	1			-

# **Revisions:**

Version 1.0, 26-10-2012: Document created

Version 1.1, 08-11-2012: Section about Printing reports added

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# WEB MTC

### **Site layout**

The Web MTC site consists of the following elements:

- Top banner •
- Info banner •
- Menu •
- Main window

In Figure 1 the layout of the Web MTC page is shown.



Figure 1: In this figure the layout of the Web MTC page is shown.

Main window

### Main page

On the Main page it is possible to show a report of your own choice, or an overview of:

- Latest deliveries
- Newest created suppliers
- Newest created dairies and CIP stations
- Newest created drivers
- Newest created products

The choice of a report or an overview is set in the menu option "Site setup"



Figure 2: The look of the Main page can be set under the "Site setup" menu option.

#### Site setup

On the Site setup page, the look of the Main page is set using the "Startpage report" box shown in Figure 3.

Site setup	)	
Startpage report		
Current report:	Dags total	
Select startpage report: Set startup report	Ingen opstarts rapport Ingen opstarts rapport Bil CIP Bil rapport Dags total	
	Lab Data Leverandør rapport Rute dags summering Afregnings rapport	

Figure 3: The "Startpage report" box is used to set the look of the Main page.

If you wish to see the overviews on the Main page, choose the option "No startup report" in the dropdown list otherwise choose the report you wish to see on the Main page. The chosen report will not only be shown on the Main page, but it will also be the default report shown under the menu option "Reports".

PLEASE NOTE: The choice of reports in the dropdown list shown in Figure 3 may vary.

# **Deliveries**

Under the menu option "Deliveries" it is possible to see a searchable list of all the deliveries that have been made by the associated suppliers.



Figure 4: Under the menu option Deliveries it is possible to see a list of all the deliveries made by the associated suppliers.

### **Delivery list**

A searchable list of all deliveries can be found under the menu option "Delivery list".

Before the Delivery list is shown, the amount of data retrieved can be limited by a number of search criteria's. When all the search criteria's have been set, click on the "Search" button. There are four search criteria's: From date, To date, Truck no, Suppler no.

#### **Date selection**

When the field "From date" or "To date" are clicked a calendar will appear. In this calendar the desired date can be picked, se Figure 5. It is also possible to enter the data manually. If the date is entered manually, it must be in the format "YYYY-MM-DD" e.g. "2012-12-24". If the search should not be limited by when the deliveries have taken place, the "From date" and "To date" fields should be left empty (the text "No date = show all" indicates that the field do not contain a date).

# Deliveries



Figure 5: Selection of a date, can be done using the calendar which appears when a date field is clicked. It is also possible to enter the date manually. The date must have the format "YYYY-MM-DD".

#### **Truck number**

Selection of a specific truck is done using the "Truck number" dropdown list. If only one truck has been created, it will automatically be selected in the drop down list. If the deliveries from all trucks is desired, select the option "Show all", see Figure 6.

Enter search information			
From date:	No date = show all		
To date:	No date = show all		
Truck number:	1001 (ABC 123)		
Supplier No:	Show all		
Search	1001 (ABC 123)		

Figure 6: Selection of a truck number is done using the "Truck number" dropdown list. If only one truck has been created this truck will automatically be selected. If data from all trucks are to be shown, select "Show All" in the dropdown list.

#### **Supplier no**

The Delivery list can also be shown for just one specific supplier. To select a specific supplier, enter the first number of the supplier's unique number, or the first letter of the supplier's name, in the Supplier no. textbox. When this is done, a list with all the suppliers which fits the entered value will appear and the desired supplier can be selected in the list. If the list is still too long enter the next number or letter to reduce the list further. See Figure 6

# Deliveries

Enter search informa	Enter search information				
From date:	No date = show all				
To date:	No date = show all				
Truck number:	1001 (ABC 123)				
Supplier No:	1				
Search	1: Størsbølgård 100: Jacob Ulv Christensen 102: Svend E Andersen 113: Jens Peter Uhre 122: Wim Van Logtestijn 124: Ejvind Lauridsen 127: Gammelgård 148: Frands Wijbenga 158: Lars Svendsen				

Figure 7: To select a specific supplier, enter the first number of the supplier number or the first letter of the supplier's name in the "Supplier no" textbox. This will give a list of all the suppliers which matches the entered value. The desired supplier can then be selected from this list.

#### **The Delivery list**

Once all the desired search criteria's have been entered, click on the "Search" button to retrieve a list of all the deliveries which fits the search criteria's. The Delivery list will look like the list shown in Figure 8.

Supplier	Pickup date	Billing date	Volume	Temperature	Truck no.	Productname	
Frands Wijbenga	24-10-2012 12:41:40	24-10-2012 00:00:00	4058,10	3,00	1001		Ξ
Svend E Andersen	24-10-2012 12:19:30	24-10-2012 00:00:00	1042,80	2,90	1001		1
Christian Andersen	24-10-2012 12:04:04	24-10-2012 00:00:00	7463,40	2,70	1001		
Lars Svendsen	24-10-2012 11:47:37	24-10-2012 00:00:00	2230,70	3,20	1001		
Jens Peter Uhre	24-10-2012 11:17:54	24-10-2012 00:00:00	1688,40	3,60	1001		
Tobias Tobiasen	24-10-2012 10:14:02	24-10-2012 00:00:00	2360,20	3,50	1001		
Gammelgård	24-10-2012 10:01:19	24-10-2012 00:00:00	2990,90	3,50	1001		
Arjen Johannes Baan	24-10-2012 09:43:19	24-10-2012 00:00:00	6509,30	3,40	1001		
Vagn Thomsen	24-10-2012 09:21:51	24-10-2012 00:00:00	6770,20	3,90	1001		
Peter Thellesen	24-10-2012 08:43:19	24-10-2012 00:00:00	144,50	2,80	1001		
Wim van Logtestijn	24-10-2012 08:27:20	24-10-2012 00:00:00	4017,40	3,00	1001		
Ejvind Lauridsen	24-10-2012 08:10:24	24-10-2012 00:00:00	4877,80	3,80	1001		
Wim Van Logtestijn	24-10-2012 07:44:16	24-10-2012 00:00:00	11103,60	3,70	1001		
Størsbølgård	24-10-2012 06:43:22	24-10-2012 00:00:00	15040,80	5,60	1001		
Gammelgård	24-10-2012 05:29:14	24-10-2012 00:00:00	19922,60	3,60	1001		
Wim van Logtestijn	22-10-2012 14:04:20	22-10-2012 00:00:00	3759,70	3,30	1001		
Jens Peter Uhre	22-10-2012 13:35:01	22-10-2012 00:00:00	1905,70	3,00	1001		
Loro Evendeen	22 10 2012 12:02:17	33 10 2012 00:00:00	1072.00	2.20	1001		-

Figure 8: The Delivery list.

# **Suppliers**

Under the menu option "Suppliers" it is possible to create a new supplier, see a list of previously created suppliers and edit information about existing suppliers.



Figure 9: Under the menu option it is possible to view, create and edit suppliers.

#### **Create new Supplier**

In order to create a new supplier, click on the "Create new supplier" menu option.

In order to create a new supplier, the minimum required information is: a unique supplier number (max seven digits), the name of the supplier, the supplier type (Supplier or Customer) and the type of product associated with the supplier, see Figure 10.

# Create new Supplier

Enter new supplier in	formation		
Supplier No:			
Supplier name:			
Supplier Street:			
Supplier Zip code:			
Supplier City:			
Supplier Phone:			
Supplier type:	C Supplier	C Customer	
Supplier product:	Ко		•
Expected volume (L):			
Create supplier			

Figure 10: In order to create a new supplier the minimum amount of information required are: a unique supplier number (max 7 digits), the name of the supplier and the supplier type. To create the supplier click the "Create supplier" button.

When all the supplier information have been entered, click on the "Create supplier" button to create the supplier.

#### **Supplier list**

Under the menu option "Supplier list" is a list of all the suppliers created. The list also gives the option to edit information about a supplier, see Figure 11

# Supplier list

Click on the "Edit" button to edit the supplier information

	Supplier No	Name	Street name	City	Supplier type	Productname	Expected amount	Latest delivery	Latest amount
Edit	K	Størsbølgård	Størsbølvej 1	Bramming	Supplier	Ко	15040	24-10-2012 06:43:22	15040
Edit	33	Vagn Thomsen	Kærvej 19	Bramm	Supplier	Ко	6770	24-10-2012 09:21:51	6770
Edit	64	Peter Thellesen	Hyldegårdsvej 4	Årre	Supplier	Ко	144	24-10-2012 08:43:19	144
Edit	79	Christian Andersen	Tradsborgvej 56	Tjæreborg	Supplier	Ко	7463	24-10-2012 12:04:04	7463
Edit	100	Jacob Ulv Christensen	Sneumgårdsvej 2	Tjæreborg	Supplier	Ко	100	04-10-2012 10:01:01	100
Edit	102	Svend E Andersen	Klintholmvej 48	Tjæreborg	Supplier	Ко	1042	24-10-2012 12:19:30	1042

Figure 11: The supplier list. If the information about a supplier needs to be updated, click on the "Edit" button next to the supplier number.

#### **Updating supplier information**

If the information regarding a supplier needs to be updated, click on the "Edit" button next to the supplier no. This will show the information about the supplier and it will be possible to change the information. When all the information's have been updated, click the "Update supplier" button to save the changes.

# **Products**

Under the menu option "Products" it is possible to create, view and edit new and existing products.



Figure 12: Under the menu option "Products" it is possible to create, view and edit new and existing products.

#### **Create new product**

Under the menu option "Create new product" a new product can be added. In order to create a new product, the minimum information required is: A unique product number (max seven digits) and a product name. Once the information has been entered, click on the "Create product" button to create the new product, see Figure 13

# Create New Product

Enter product information			
Product no:		]	
Product name:		]	
Product group:		]	
Create product			

Figure 13: The minimum required information needed to make a new product are a unique product number (max seven digits) and a product name.

### **Product list**

All current products can be seen under the menu option "Product list". When the option "Product list" is clicked a list of all the current products will be shown, see Figure 14. In this list it is possible to select a product if the information's about the product needs to be updated. This is done by clicking the "Edit" button next to the product number.

### Productlist

	Product No	Productname	Product group
Edit	1	Ко	
Edit	2	Ged	
Edit	3	Øko	

Figure 14: In the Product list, all current products are shown. Information about a product can be updated by clicking the "Edit" button next to the Product no.

When the "Edit" button is clicked, the information's about the selected product are shown, and can be updated. When all the information's have been updated, click the "Update product" button to save the changes.

PLEASE NOTE: If the name of an existing product is changed, the change will affect all previous deliveries on this product number.

# **Dairies**

Under the menu option "Dairies" new dairies can be added and existing dairies can be viewed and updated.



Figure 15: The menu option "Dairies" lets you create, view and edit dairies.

### **Create new dairy**

To create a new dairy, use the menu option "Create new dairy". In order to create a new dairy, the minimum required information's are: a unique dairy number (max six digits) and a dairy name. When the information's have been entered, click on the "Create dairy" button to create the new dairy, see Figure 16

# Create new dairy

Enter the informaition about the new dairy					
Number:					
Name:					
Address:					
Zip code:					
City:					
Create dairy					

Figure 16: To create a new dairy, enter a unique dairy number (max six digits) and a dairy name, then click the "Create dairy" button.

#### **Dairy list**

To see a list of all current dairies, click on the menu option "Dairy list". The list also gives the option to update the information about a dairy. To update information about a dairy, click on the "Edit" button next to the Dairy number, see Figure 17.

# Dairy list

	Number	Name	Address	Zipcode	City
Edit	1	Endrup andelsmejeri	Bygaden 43	6740	Bramming

Figure 17: The "Dairy list" shows all the created dairies. To update information about a dairy, click on the "Edit" button next to the dairy number.

Once the information has been updated, click on the "Update dairy" button to save the changes.

# **CIP Station**

The menu option "CIP Station" gives you the option to create, view and update new and existing CIP Stations.

Menu
Main page
<ul><li>Deliveries</li><li>Delivery list</li></ul>
Suppliers <ul> <li>Create new supplier</li> <li>Supplier list</li> </ul>
<ul><li>Products</li><li>Create new product</li><li>Productlist</li></ul>
Dairies <ul> <li>Create new dairy</li> <li>Dairy list</li> </ul>
CIP Stations <ul> <li>Create CIP station</li> <li>CIP station list</li> </ul>
Drivers <ul> <li>Create new driver</li> <li>Driver list</li> </ul>
Reports
Reports
<ul> <li>Reports</li> <li>Create login</li> <li>Create new login</li> <li>Manage logins</li> </ul>
<ul> <li>Reports</li> <li>Create login         <ul> <li>Create new login</li> <li>Manage logins</li> </ul> </li> <li>Trucks         <ul> <li>Truck tracing</li> </ul> </li> </ul>
<ul> <li>Reports</li> <li>Create login         <ul> <li>Create new login</li> <li>Manage logins</li> </ul> </li> <li>Trucks         <ul> <li>Truck tracing</li> </ul> </li> <li>Setup         <ul> <li>Site setup</li> <li>Web MTC manual (Danish)</li> </ul> </li> </ul>

Figure 18: The menu option "CIP Station" give the option to create, view and edit CIP stations.

#### **Create CIP station**

A new CIP Station can be added by clicking the menu option "Create CIP station. In order to create a CIP station, the minimum required information's are: a unique CIP station number (max 6 digits) and a name for the CIP station, see Figure 19.

# Create new CIP station

Enter the information about the new CIP station						
CIP No:						
CIP name:						
CIP address:						
CIP Zip code:						
CIP city:						
Create CIP Station						

Figure 19: The minimum information required to create a new CIP station is a unique CIP station number (max six digits) and a CIP station name. When the information has been entered, click the "Create CIP Station" button to create the new CIP Station.

#### **CIP station list**

The menu option "CIP station list" will show a list of all the CIP stations created. The list will also give the option to update the data for a CIP station. This is done by clicking the "Edit" button next to the CIP station number. When the CIP station information has been updated, click the "Update CIP station" button to save the new information.

### **Drivers**

The menu option "Drivers" lets you create, view and update new and existing drivers in the system.

	Menu
	Main page
	Deliveries
	• Create new supplier
	<ul> <li>Supplier list</li> </ul>
	Products  Create new product
	Productlist
	Dairies
	<ul><li>Create new dairy</li><li>Dairy list</li></ul>
	CIP Stations
	Create CIP station     CIP station
	CIP station list
1	Drivers
	Driver list
	Reports
	Reports
	Create login
	<ul> <li>Manage logins</li> </ul>
	Trucks
	Truck tracing
	Setup
	Web MTC manual (Danish)
	Log out

Figure 20: Under the menu option "Drivers" it is possible to create, view and update new and existing drivers.

#### **Create new driver**

To create a new driver, click on the "Create new driver" menu option. The minimum required information's to create a new driver are: a unique driver number (max seven digits), a driver name and a driver logon type, see Figure 21.

# Create new driver

Enter information a	about the new driver	
Number:		
Name:		
Address:		
Zip code:		
City:		
Logon type:	Select logon type	-
Create driver	Select logon type Standard	
	Service	
	Dairy change	
	Maintenance Replacement	

Figure 21: In order to create a new driver, a unique driver number, a driver name and a driver logon type must be entered. To create the new driver, click the "Create driver" button.

PLEASE NOTE: The options in the "Logon type" dropdown list may vary.

#### **Driver list**

The menu option "Driver list" shows a list of all the drivers created and gives the opportunity to update the driver information. This is done by clicking on the "Edit" button next to the "Driver No", see

#### Driver list

Click "Edit" to update driver information.

		Driver No	Name	Address	Zipcode	City	Logon type			
Edit	4	1	chauffør1				Standard			
Edit	Γ	2	Tarp Test Chauffør				Standard			

Figure 22: The "Driver list" shows a list of all current drivers. By clicking the "Edit" button the driver information can be updated.

When the driver information has been updated, click on the "Update driver" button to save the changes.

### **Reports**

The menu option "Reports" gives access to a number of different reports which provides overview of deliveries, truck washes and other things. If a "Startpage report" has been selected, see "Site setup" on page 7, this report will be shown as the default report.



Figure 23: The menu option "Reports" gives access to a number of reports which provide overviews of deliveries, truck washes and others.

PLEASE NOTE: All the reports described in this chapter may not be available in your Web MTC.

#### **Exporting reports to Excel**

A number of the reports available in Web MTC can be exported to an MS Excel spread sheet. This is done by clicking the "Export to Excel" button when it is shown. When the "Export to Excel" button is clicked, the browser will ask whether it should open or save the report as an Excel file (.xls). If you choose to open the file, MS Excel will open. When MS Excel is opened, a dialog box will appear and warn you that that the file you are opening is in a different format than the file type suggest. Click "Yes" to open the report in Excel.

#### **Day total**

The "Day total" report shows information about all the pickups made by the selected truck on the selected day. The truck is selected using the "Truck no" dropdown list. If only one truck has been created, this truck will automatically be selected. The date is selected from the calendar which appears when the "From date" textbox is clicked. If a date is entered manually it must have the format "YYYY-MM-DD" e.g. 2012-12-24". When the report is selected the "From date" will be set to today's date as default.

When the desired truck and date are selected, click the "Show report" button to display the report, see Figure 24.

#### Reports Select report: Day total • Set report parameters Truck No: 8991 (AUS 8991) • From date: 2012-09-11 Show GPS trace of Click on a line to see details Show report the route taken by of all pickups on the route and previous changes the truck Edit/add delivery to trip st to Exce Show trace Tuck No Driver No Route No Trip No Volume Temp. in No of farms No of pickups Trip Volume Dairy No Rout Edit 8991 999 0,00 100,0 0,00 811 Edit 1 Trace 8991 999 1 388,80 100,0 2 142,73 811 Trace Edit 388,80 100,0 3 142,70 Totalt 2 388,80 3 142,70

Figure 24: The "Day total" report show all the collections of the selected truck on the specified date.

#### Trace

If the "Trace" button in a line is clicked a new will open with a GPS trace of the route taken by the truck during the selected trip, see Figure 25.



Luk

Figure 25: When the "Trace" button is clicked a GPS trace or the route taken by the truck is shown in a new window. To close the window, click the "Close" button.

#### Edit

#### Edit delivery

If a change needs to be made to a trip, alter a delivery or add a new delivery, click on the "Edit" button. This will open a new window showing a list of all the deliveries on the selected trip. In this window it is possible to make changes to the trips, see Figure 26.

Click the "Edit" button on the delivery you wish to make changes to, and make the necessary in the "Edit delivery" box. When done, click the "Save changes" button to save the changes to the pickup. When the changes have been saved, a dialog box will appear asking if you want to update the trip total. If a change in the volume has been made, it is recommended that you update the trip total.

#### Add delivery

To add a delivery to the trip, click on the "Add delivery" button. When the "Add delivery" button is clicked the window will change to the "Add delivery" mode shown in Figure 27. To add a new delivery, fill in the information about the delivery and click the "Add delivery" button. When the delivery has been added a dialog box will ask if you want to update the trip total. It is recommended that you update the trip total when a new delivery has been added. To return to the previous window, click the "Cancel" button.

Click on the "Edit"

#### , button to edit a

pick up.

#### Edit deliveries

Click on the "Edit" button on the delivery you wish to edit. Make the changes to the delivery and click on the "Save changes" button. Whe all the changes have been made click on the "Close" button.

	Id	DataId	Supplier No	Supplier	Pickup date	Volume	Productname	Temperature
Edit	4802450	30932	32	Leverandør 2	11-09-2012 13:30:24	260,60		99,99
Edit	4802451	30931	31	Leverandør 1	11-09-2012 13:31:11	128,20		26,20



If you wish to add a delivery, please click on the "Add delivery" button and then fill in the information about the delivery. Remember to click the "Add delivery" button again to save the delivery.

Add delivery	To add a new pickup to
	the trip, click the "Add
Close	delivery" buton

Figure 26: To edit a delivery, click the "Edit" button an make the necessary changes in the "Edit delivery" box. When done click the "Save changes" button. To add a delivery to the trip, click the "Add delivery" button.

Add delivery					
Supplier No: Start time:	Date:			Product no: Volume:	Select product
	Hour: 0 🧲 Min:	0 🗲	Sec: 0	Temperature:	

If you wish to add a delivery, please click on the "Add delivery" button and then fill in the information about the delivery. Remember to click the "Add delivery" button again to save the delivery.



Figure 27: When the "Add delivery" button is click the window changes to the window shown in this figure. To add a new delivery, enter the information required and click the "Add delivery" button. To return to the previous windwo click the "Cancel" button.

#### **Farmer Dockets**

The "Farmer Dockets" report shows all farmer dockets created on the selected date. The date is selected by using the calendar which appears when the "From date" textbox is clicked. If the date is entered manually it must have the format "YYYY-MM-DD", e.g. 2012-12-24. When the date has been selected, click the "Show report" button to show the list of all Farmer Dockets created on the selected date, see Figure 28.

If a line in the Farmer Dockets report is clicked, the farmer dockets itself will be shown in a new window, see Figure 29.

# Reports

Select report:	Farmer Dockets	•	
Set report pa	arameters		
From date:	2012-09-11		

Show report

Export to Excel

Truck no	Trip no	Supplier no	Name	Pickup date	Docket Import	Docket Sent	Docket Printed	Error Description
1	1	2	Leverandør 2	12-09-11 13:30	12-09-11 09:05	12-09-11 09:17	12-09-11 13:30	All OK
1	1	1	Leverandør 1	12-09-11 13:31	12-09-11 09:05	12-09-11 09:17	12-09-11 13:31	All OK

Figure 28: The "Farmer Dockets" report, shows a list of all Farmer Dockets created on a given date.

Close

# Farmer docket: 0000007675

Create date:			11-09-2012 09:05:53							
Sent date:			11-0	05:53						
	Expira	atio	n date:			14-09-2012 09:05:			05:53	
	Messa	ige:	:							
	Date	s	Ltrs	But%	Pro≋	ButK	ProK	сс	Т	*
	06/09	Ð	882	4.54	3.48	40	30	344	03	
	08/09	Ð	833	4.84	3.45	40	28	243	01	
	10/09	ЭD	1181	0.00	3.42	0	40	344	03	
	MTD		4764			161	162			
	LMTD		10452			460	370			
	CC=Bu	ılk	Milk	Cell	Count	t Resu	ilts i	in 00	003	

Figure 29: By clicking on one of the Farmer Dockets in the Farmer Dockets report list, the Farmer Docket itself will be shown in a new window.

#### Lab Data

The "Lab Data" report, shows a list of all the Lab Data reports created for a certain supplier in a given time period. The supplier is selected using the "Supplier" dropdown list, and the "From date" and "To date" are selected using the calendars which appear when the "From date" and "To date" textboxes are clicked. If the dates are entered manually, they must have the format "YYYY-MM-DD" e.g. "2012-12-24".

To see the list of Lab Data, click the "Show report" button, see Figure 30

Repor	ts						
Select report: La	ab Data						
Set report pa	rameters						
Supplier:	No. 2 (Leveran	dør 2) 💌	]				
From date:	2011-11-24		]				
To date:	2011-11-26		]				
Show report							
Export to Excel							
Supplier No	Sample date	Loaded date	Send Date	Expiration date	Print date	FejlLille	FejlStor
2	25-11-2011 09:41		05-12-2011 09:41			0	0

Figure 30: The "Lab Data" report shows a list of all the Lab Data generated for a supplier in a given time period.

#### **Supplier report**

The "Supplier report" show a list of all the pickups made at a supplier during a given time period. The desired supplier is selected using the "Supplier no" dropdown list. The "From date" and "To date" are selected using the calendars which appear when the "From date" or "To date" textboxes are clicked. If a date is entered manually, it must be in the format "YYYY-MM-DD" e.g. "2012-12-24". Then the supplier and dates have been selected, click the "Show report" button to show the "Supplier report", see Figure 31.

Report	ts										
Select report: Su	pplier report		•								
Set report par	ameters										
Supplier no	No. 2 (	Leverandør 2	2) 💌								
From date:	From date: 2012-09-10										
To date:	2012-0	9-12									
Show report											
Export to Excel											
Supplier no	Date	Volume	Product name	Temp	Trip no	Truck no	Time				
2	12-09-11	260,6		100,0	1	1	12-09-1				

 2
 12-09-11
 260,6
 100,0
 1
 1
 12-09-11
 13:30
 999
 761190

 Total/Avg
 260,6
 100,0
 1
 1
 12-09-11
 13:30
 999
 761190

Driver no

Trip Id

Figure 31: The "Supplier report" shows a list of all the pickups made at a supplier in a given time period.

#### **Truck CIP**

The "Truck CIP" report shows a list with details of all the truck washes registered on the selected truck in the given time period. The truck is selected using the "Truck no" dropdown list, and the "From date" and "To date" are selected using the calendars which appear when the "From date" and "To date" textboxes are clicked. If the dates are entered manually, the dates must have the format "YYYY-MM-DD", e.g. "2012-12-24". When the truck and dates have been selected, click the "Show report" button to show the list of all the truck washes, see

# Reports

Select report:	Truck CIP	•	
Set report p	parameters		
Truck no:	8991 (AUS	8991)	-
From date:	2001-01-01	1	
To date:	2002-01-01	1	

Show report

#### Export to Excel

Click on a line in the wash list to view a chart over the water temperature during the wash.

Truck No	Start time	Dairy name	Driver	Max temp.	Time over 80	No of strokes	Wash time	1
1	01-01-01 02:09	Unknown	9016	0	1	5	1	
1	01-01-01 16:17	Visby CIP	Unknown	76	11	129	22	
1	01-01-02 15:56	Visby CIP	3154	74	10	136	23	
1	01-01-03 16:25	Axvall Ysteri	3154	74	12	306	51	
1	01-01-04 15:24	Axvall Ysteri	3154	74	18	351	59	
1	01-01-05 18:54	Test 251	3154	73	9	299	50	
1	01-01-06 06:00	Unknown	9016	13	1	7	1	
1	01-01-06 11:00	Unknown	Unknown	73	8	331	55	
1	01-01-07 01:56	Test 251	3154	73	8	147	25	
1	01-01-07 15:23	Axvall Ysteri	3236	74	34	360	60	
1	01-01-09 01:49	Axvall Ysteri	3154	74	12	318	53	
1	01-01-09 15:36	Axvall Ysteri	Unknown	74	15	360	60	

Figure 32: The "Truck CIP" report shows a list with details of all the truck washes for a selected truck in a given time period.

If a truck wash line is clicked, a chart showing the wash water temperature will be shown in a new window. To close the chart window, click the "Close" button in the window, see



Water temperature during washing of truck no '8991'. Wash date: 04-01-2001 15:24:00

Close

Figure 33: When a truck wash line in the Truck CIP report is clicked, a chart showing the wash water temperature will be shown in a new window. To close this chart window, click the "Close" button.

PLEASE NOTE: Opening the first wash water temperature chart, will take a few seconds. Subsequent chart will open faster.

#### **Truck Report**

The "Truck Report" report shows an overview of all the trips made by a truck during a given time period. The truck is selected using the "Truck no" dropdown list. The "From date" and "To date" are selected using the calendars which appear when the "From date" and "To date" textboxes are clicked. If the dates are entered manually they must have the format "YYYY-MM-DD" e.g. "2012-12-24". An example of the report is shown in Figure 34. The "Truck report" has different coloured lines, which have the following meaning:

- Red line: Start of new trip
- Dark blue (Sub-total): The total amount picked up on the trip
- Dark blue (Total/avg.): The total amount/average temperature picked up on all trips in the selected period
- Light green (Max): The Maximum volume/temperature picked up at one supplier
- Turquois (Min): The minimum amount/temperature of a pickup at one supplier

# Reports

Select report: Truck report

Set report para	meters	
Truck no:	8991 (AUS 8991)	•
From date:	2012-09-10	
To date:	2012-09-12	

Show report

#### Export to Excel

Day	Truck no	Trip no	Dairy no	Trailer no	Driver no	Volume	Product name	Temp.	KmTotal	Farm no	Pump time	Driving ti
11												
11	8991	1	811		999	0,00		0,0		1	00:00	00:00
11	8991	1	811		999	388,80	Ordinary Milk 1	75,5	0,00	2	00:00	00:00
		Total/middel				388,80		37,8	0,00	3		
		Max				388,80		75,5		2		
		Min				0,00		0,0		1		

Figure 34: The "Truck report" report show a list of alle the trips and pickups for a truck during a given time period.

#### **Printing a report**

In order to print a report, first select and show the report you wish to print. Next click the "Print report" button, see Figure 35.

# Reports

Select report: Bil CIP

Set report para	meters	
Bil nr:	1001 (ABC 123)	•
From date:	2012-10-31	
To date:	2012-11-08	

-

Show report

Export to Excel

Print report 🤞

Click on the "Print report" button to open a window with a priter friendly version of the report.

Click on a line in the wash list to view a chart over the water temperature during the wash.

Bil nr	Start tid	Mejeri navn	Chauffør	Max temp.	Tid over 80	Antal slag	Vaske tid	Vaske va 🗘
1	12-10-31 13:	Auto created	Unknown	72	28	246	41	91
1	12-11-02 13:	Auto created	Unknown	72	31	254	43	99
1	12-11-03 12:	Auto created	Unknown	64	4	139	23	50
1	12-11-05 14:	Auto created	Unknown	68	5	235	39	32
1	12-11-07 13:	Auto created	Unknown	70	8	141	24	52

Figure 35: To print a report, select and show the report to print, and click on the "Print report" button to show a printer friendly version of the report.

This will open a new window with a printer friendly version of the report. To print the report, simply click on the "Print report" button in the top left corner of the window, see Figure 36.

Print report Close Click on the "Print report" button to print the report.

Bil CIP (1001) - 2012/10/31 - 2012/11/08

Bil nr	Start tid	Mejeri navn	Chauffør	Max temp.	Tid over 80	Antal slag	Vaske tid	Vaske vand
1001	12-10-31 13:32	Auto created	Unknown	72	28	246	41	9187
1001	12-11-02 13:42	Auto created	Unknown	72	31	254	43	9986
1001	12-11-03 12:53	Auto created	Unknown	64	4	139	23	5036
1001	12-11-05 14:51	Auto created	Unknown	68	5	235	39	3243
1001	12-11-07 13:33	Auto created	Unknown	70	8	141	24	5276

Figure 36: The printer friendly version of the report is shown in a new window. To print the report, click the "Print report" button in the top left corner of the window.

When the "Print report" button in Figure 36 is clicked, the browsers print dialog box will be shown. Select the printer and print settings needed and click the "Print" button to print the report. Once the report has been printed, the window with the printer friendly version of the report will close automatically.

#### **Printing from Internet Explorer 9 and older**

If you are using Internet Explorer 9 or older when printing the report, it will not automatically be printed in landscape mode (this will happen automatically in FireFox 16 and Chrome 22). In order to print the report in landscape format you need to click the "Preference" button in the Print dialog box, see Figure 37.

<ul> <li>Status: Ready Location: Udviklingen "Preference" to start select printing mod</li> </ul>	Print to file Preferences
Status:     Ready     Click the       Location:     Udviklingen     "Preference"       Comment:     to start select       printing mode	button tion of Find Printer
, ,	e
Page Range	Number of copies: 1
Selection     Current Page	
Pages: 1 Enter either a single page number or a sing page range. For example, 5-12	le 123 123

Figure 37: In Internet Explorer 9 and older browser, printing in landscape mode is not done automatically.

In the printer preference window, click on the "Orientation" dropdown menu, and select the "Landscape" option. Then click the "Ok" button and then the "Print" button to print the report in landscape mode.

PLEASE NOTE: Due to the width of the reports in Web MTC, it is highly recommended that all reports are printed in landscape mode to get the best print quality.

# **Create login**

Under the menu option "Create login" it is possible to create and manage site administrator and supplier logins for the Web MTC page.

Menu
Main page
Deliveries <ul> <li>Delivery list</li> </ul>
Suppliers <ul> <li>Create new supplier</li> <li>Supplier list</li> </ul>
Products <ul> <li>Create new product</li> <li>Productlist</li> </ul>
Dairies <ul> <li>Create new dairy</li> <li>Dairy list</li> </ul>
CIP Stations <ul> <li>Create CIP station</li> <li>CIP station list</li> </ul>
Drivers <ul> <li>Create new driver</li> <li>Driver list</li> </ul>
Reports <ul> <li>Reports</li> </ul>
Create login • Create new login • Manage logins
Trucks Truck tracing
Setup • Site setup • Web MTC manual (Danish)
Log out

Figure 38: Under "Create login" it is possible to create and manage site administrator and supplier logins.

#### **Create new login**

To create a new site login, click the "Create new login" menu option. This will show the "Select user type" option, see Figure 39.

# Create login

Select user type		
Select user type:	Select user type	

Figure 39: Clicking the "Create new login" button will bring up the "Select user type" box.

#### **Create Site administrator login**

On order to create a Site administrator login, select "Site administrator" in the "Select user type" dropdown list. This will show the field for entering the Site administrator login information, see Figure 40.

Enter login informati	ion	
Full name:		
Address:		
Zipcode:		
City:		
EMail:		1
Password:		
Create user		,

Figure 40: When the login type has been selected, textboxes will appear to enter the login informations into.

The minimum information required Full name of the user, a valid email and a password. Once the required information has been entered, click the "Create user" button to create the login. As Site administrator login will give access to all features on the Web MTC site.

#### **Create supplier login**

In order to create a Supplier login, select "Supplier" in the dropdown list shown in Figure 39. This will display the textboxes needed to create a Supplier login, see Figure 41.

Enter the suppliers login information				
Select supplier: Full name: EMail:	Select supplier Use the dropdown list to select the supplier			
Password:				
Create Supplier login				

Figure 41: Creating a Supplier login requires different information than a Site administrator login.

The minimum required information to create a Supplier login is Supplier, a valid email and a password. When the required information has been entered, click on the "Create Supplier login" button to create the new login.

PLEASE NOTE: It is important to select the correct Supplier in the "Select supplier" dropdown list. A Supplier login gives the Supplier access to reports showing data from the suppliers own deliveries.

#### **Manage logins**

Under the menu option "Manage logins" current Site administrator and Supplier logins can be changed and de/activated. The "Manage logins" window is shown in Figure 42.



clicking the "Edit" Activate a login by 'ate"

#### Current Administrator logins

hutton	Activate a login b
ains	clicking the "Activ
gino	button

Edit logins by

		User name	Login email	Password	Address	Zip code	City	Active
Edit	Activate 🥢	Poul Tarp A/S	sau@tarp.dk	demo	Jomfruløkken 4	8930	Randers NØ	No
Edit	Deactivate		test@tarp.dk	test	Jomfruløkken 45	8930	Randers NØ	Yes
Edit	Deactivate	Allan Skottenborg	as@tarp.dk	as				Yes

#### **Current supplier logins**

		User name	Login email	Password	Supplier No	Activate
Edit	Deactivate	Leverandør 1	lev1@tarp.dk	lev1	1	Yes
Edit	Deactivate <	Lev 3	lev3@tarp.dk	lev3	3	Yes
Edit	Deactivate	Levenndør 2 – edit	lev2@tarp.dk	lev2	2	Yes
Deactivate login by clicking						

Figure 42: Managing current logins.

activate login by clicking the "Deactivate" button

Active logins are show with a green back colour for the username. A deactivated username is shown with a red back colour for the username. It is also indicated by a "Yes" or "No" in the "Active" column.

#### **Deactivate login**

If a login is to be deactivated click the "Deactivate" button next to the username. This will prompt a dialog box asking you to confirm the deactivation of the login. Click "Yes" to deactivate the login, click "No" to keep the login active.

#### **Activate login**

If a deactivated login is to be activated again, click on the "Activate" button next to the username. This will prompt a dialog box asking for confirmation of the reactivating of the login. Click "Yes" to reactivate the login. Click "No" to keep the login deactivated.

#### **Edit login**

To edit information about a login, including the email and password, click the "Edit" button for the login you wish to update. This will display the textboxes needed to update the login information. When done, click the "Update login" button.

# Trucks

The menu option "Trucks" lets you trace the routes taken by a truck during a given time period.

Menu
Main page
Deliveries <ul> <li>Delivery list</li> </ul>
Suppliers <ul> <li>Create new supplier</li> <li>Supplier list</li> </ul>
Products <ul> <li>Create new product</li> <li>Productlist</li> </ul>
Dairies <ul> <li>Create new dairy</li> <li>Dairy list</li> </ul>
CIP Stations <ul> <li>Create CIP station</li> <li>CIP station list</li> </ul>
Drivers <ul> <li>Create new driver</li> <li>Driver list</li> </ul>
Reports <ul> <li>Reports</li> </ul>
Create login <ul> <li>Create new login</li> <li>Manage logins</li> </ul>
Trucks • Truck tracing
Setup • Site setup • Web MTC manual (Danish)
Log out

Figure 43: Under the menu option "Trucks" lets you trace the routes taken by a truck during a given time period.

### **Truck tracing**

"Truck tracing" lets you see a GPS generated trace of the route taken by a truck during a given time period, see

# Truck tracing



Figure 44"Truck tracing" shows a GPS trace of the route taken by a truck during a given time period.

The truck is selected using the "Select truck" dropdown list (if only one truck has been created, this truck will automatically be selected). The "Start date" and "Stop date" are selected using the calendars which appear when the "Start date" and "Stop date" textboxes are clicked. If the dates are entered manually they must have the format "YYYY-MM-DD" e.g. "2012-12-24". The "Start time" is selected using the "Start time" dropdown list. The "End time" is selected using the "Get Truck trace" button.

PLEASE NOTE: It take some time to generate the map showing the GPS trace. The longer time period selected the longer it takes to generate the map. It is recommended to keep the time interval below 24 hours.

If one of the green "balloons" in the GPS trace is clicked, details of the GPS measurement will be displayed. The map can be moved around by "grabbing" it with the mouse and dragging the map. To zoom in and out, use the slider on the left side of the map.