

Tutorial:

RELEASING A WORK ORDER TO THE SHOP FLOOR

Understand how to release a group of work orders by planner or by manual release.

Releasing work orders

A **Work Order** shows what work is about to begin on the manufacturing, building, or the engineering of a customer-requested product.

There are two ways to release Work Orders in OnRamp:




The **Release Work Order by Planner [S1282]** screen is used by the scheduling department to release multiple Work Orders to the factory floor.

The **Release Manual Work Orders [S1264]** screen, also used by the scheduling department, allows for the manual release of specific Work Orders.

Environment: SIT - System Integration Testing
Printed: 01/26/2017 15:20



Mancor Canada Inc. Work Order - WO109103

Planner: W-Buc

Work Order: WO109103				Start: MON, JAN 16 17	
Part Number: 450-7774		Rev: 01	Label Req: NO	Pri.Cust.: CAT	
HANDRAIL AS			Weight: 29	Qty: 5	
			Std Run: 1	Mfg LT: 7	
			Yrly: 4	Deliver to: 5107	

Manual Work Order-Reason: C

Subcontract Operations					
Oper	Vendor ID	Vendor Name	PO	PO Line	Ship By
50	WARNER	WARNER CUSTOM COATINGS	SC-WARNER	4730	THU, JAN 19 17

Vendor ID Barcode:  Oper Barcode: 

Bill of Materials									
Part Number	Description	UM	Qty Per	Qty Req	C. UM	C. Qty Req	BF	BFLOC	PHTM
442-9000	PLATE	EA	2.00	10.00	EA	10.00	10	5107	
450-7774 Tubekit	Handrail Tubekit	EA	1.00	5.00	EA	5.00	10	5107	
450-7774-SC2-PAINT	Subcontract operation - PAINT TO 1E1950H	EA	1.00	5.00	EA	5.00	50	SC-TEMP	

Routing										
Oper	WC	WC Description	Cycle(M)	Setup(M)	Run(M)	Std(H)	Tot(H)	Phtm	LTO	Complete By
10	316	TACK AREA - BUCYRUS	3.0	5.0	11.0	0.27	1.33		-5	WED, JAN 18 17
20	366	WELD AREA - BUCYRUS	3.0	5.0	14.0	0.32	1.58		-4.6	WED, JAN 18 17
25	199	SHOTBLAST	3.0	2.5	0.5	0.05	0.25		-4.2	THU, JAN 19 17
30	901	FINAL INSPECTION	3.0	0.0	0.0	0.00	0.00		-3.8	THU, JAN 19 17
40	SC1	SHIP TO SUB CONTRACTOR	3.0	0.0	0.0	0.00	0.00		-3.8	THU, JAN 19 17
50	SC2	SUB CONTRACT OPERATION	3.0	0.0	0.0	0.00	0.00		-1.2	TUE, JAN 24 17
55	ASS-SP	ASSEMBLY AT SPEERS	3.0	3.0	10.0	0.22	1.08		-0.8	TUE, JAN 24 17
60	901	FINAL INSPECTION	3.0	0.0	0.0	0.00	0.00		-0.4	WED, JAN 25 17
70	902	COMPONENT STOCK	3.0	0.0	0.0	0.00	0.00		0	WED, JAN 25 17

Scrap Codes:
1-Setup Scrap, 2-Formed Wrong, 3-Welded Wrong, 4-Dimensional Problems, 5-Material Defects, 6-Programmer Error, 7-Machine Problem, 8-Poor Polishing, 9-Poor Tig Welding

Inspection is Required whenever:
NOTE: Inspection is required whenever: 1) Setting up a new job 2) Starting your shift 3) Adjust your machine 4) Replacing or Sharpening tools 5) Instructed on FREQ column above 6) if Non conforming part is Found 100% inspection until last point in control

NOTE: For Frequency of Inspection use:
Note: For frequency of Inspection use ANSI ASQC Z1.4

Example of a work order

Releasing a work order by planner

The **Release Work Order by Planner [S1282]** screen is used to release multiple Work Orders to the factory floor.

1. Click on the Work Order Release frame.
2. Select a specific Planner, or select **<ALL>**.
3. Select the number of **Working Days Forward**.
4. Click the **Refresh From Days Fwd** button to refresh the grid to reflect the number of days forward you have selected.

Note: This action will review all MRP suggestions from all the other sources (i.e. Kanban Release or Finite Scheduling).

5. The **MRP Last Run** field displays a timestamp of the Last Run MRP. If necessary, use the **Run MRP [S1320]** screen to Run MRP.

The screenshot shows the 'Release Work Order by Planner [S1282]' window. It features a 'Work Order Release' section with a 'Person Planner' dropdown set to 'Joe' (2), a 'Planner' dropdown set to '<ALL>' (2), and a 'Working Days Forward' dropdown set to '2' (3). A 'Refresh From Days Fwd' button is located to the right (4). Below this is an 'MRP Last Run' field showing '4/20/2017 3:53:29 AM' (5). The main area contains a table with columns: Type, Part Number, Revision, Release Qty, Start Date, Select, and View BOM. The table lists several work orders, including FP and FS types for parts like AW31906 and 125-6968. A 'Release - No Print' button is at the bottom right of the table. Below the table are fields for 'Part Description' (WEIGHT CX15/HX15), 'Safety Stock' (0), '1st Piece Sample', and 'Qty on Hand' (0), along with a 'Release and Print' button. At the bottom, there is a 'Suggested Schedule' section with a table showing dates, types, demand, supply, and projected values. The bottom of the window has a standard SAP-style toolbar with buttons for 'Browse', 'Edit', 'Add', 'Delete', 'OK', 'Cancel', 'Print', and 'Exit'.

Releasing a work order by planner

The grid in the Work Order Release frame displays all of the Work Orders that have yet to be released.

- **Type** refers to the Type of Work Order.
- The **Part Number** indicates the Part for which the Work Order will be Released.
- The **Revision** field indicates the current Revision for the selected Part.
- The **Release Qty** indicates the Quantity of this Part that will be Released on this Work Order.
- **Start Date** refers to the Start Date of this Work Order.

Release Work Order by Planner [S1282]

Work Order Release

Person Planner: Joe Working Days Forward: 2 Refresh From Days Fwd

Planner: <ALL> Select All Records

MRP Last Run: 4/20/2017 3:53:29 AM Select All

Type	Part Number	Revision	Release Qty	Start Date	Select	View BOM
FP	AW31906	C1	2	05/01/2017	No	View BOM
FP	BW15852	A	4	05/01/2017	No	
FS	125-6968	02A	1	04/06/2017	No	
FS	125-6968	02A	1	04/11/2017	No	
FS	125-6968	02A	1	04/13/2017	No	
FS	125-6968	02A	1	04/18/2017	No	
FS	125-6968	02A	1	04/20/2017	No	

Part Description: WEIGHT CX15/HX15 Safety Stock: 0 Release - No Print

1st Piece Sample: Qty on Hand: 0 Release and Print

Suggested Schedule

Start Date	Due Date	Change Qty To	Date	Type	Demand	Supply	Projected
05/01/2017	05/18/2017	2	04/12/2017	INV	0	0	0
			04/10/2017	RELWO	0	2	2
			04/10/2017	RELWO	0	2	4
			04/10/2017	RELWO	0	2	6

F1 for Help Browse Edit Add Delete OK Cancel Print Exit

Releasing a work order by planner

5. Use the **Select** flag to select specific Work Orders for Release. Click the field to change from No to **Yes**, indicating that this Work Order has been selected for release.
6. Instead of selecting each specific Part in the grid, you can click the Select All button to select all of the Work Orders in the grid. To Deselect all Work Orders, click the Deselect All button.
7. The **Part Description** field displays a Description of the Part selected in the grid.
8. The **Safety Stock** field displays the Safety Stock of the selected Part.
9. The **Qty** on Hand field displays the Quantity on Hand of the selected Part.

Release Work Order by Planner [S1282]

Work Order Release

Person Planner: Joe Working Days Forward: 2 Refresh From Days Fwd

Planner: <ALL> Select All Records

MRP Last Run: 4/20/2017 3:53:29 AM

Type	Part Number	Revision	Release Qty	Start Date	Select	View BOM
FP	AW31906	C1	2	05/01/2017	No	
FP	BW15852	A	4	05/01/2017	No	
FS	125-6968	02A	1	04/06/2017	No	
FS	125-6968	02A	1	04/11/2017	No	
FS	125-6968	02A	1	04/13/2017	No	
FS	125-6968	02A	1	04/18/2017	No	
FS	125-6968	02A	1	04/20/2017	No	

Part Description: WEIGHT CX15/HX15 Safety Stock: 0

1st Piece Sample: Qty on Hand: 0

Suggested Schedule

Start Date	Due Date	Change Qty To	Date	Type	Demand	Supply	Projected
05/01/2017	05/18/2017	2	04/12/2017	INV	0	0	0
			04/10/2017	RELWO	0	2	2
			04/10/2017	RELWO	0	2	4
			04/10/2017	RELWO	0	2	6

F1 for Help Browse Edit Add Delete OK Cancel Print Exit

Releasing a work order by planner

Note: The Suggested Schedule frame displays the details of a Suggested Schedule for the selected Work Order.

10. In Edit mode, in the first grid, you can modify the suggested Due Date for the selected Work Order.
11. You can also use the Change Qty To field to Change the Release Quantity for the selected Work Order.

Note: The second grid in this frame displays the MRP details for the selected Work Order, including **Date**, Work Order **Demand** quantity, **Supply** quantity, and **Projected** quantity.

Release Work Order by Planner [S1282]

Work Order Release

Person Planner: Joe Working Days Forward: 2 Refresh From Days Fwd

Planner: <ALL> Select All Records

MRP Last Run: 4/20/2017 3:53:29 AM Select All

Type	Part Number	Revision	Release Qty	Start Date	Select	
FP	AW31906	C1	2	05/01/2017	Yes	
FP	BW15852	A	4	05/01/2017	Yes	
FS	125-6968	02A	1	04/06/2017	Yes	
FS	125-6968	02A	1	04/11/2017	Yes	View BOM
FS	125-6968	02A	1	04/13/2017	No	
FS	125-6968	02A	1	04/18/2017	No	
FS	125-6968	02A	1	04/20/2017	No	

Part Description: DROP TUBE AS. Safety Stock: 0

1st Piece Sample: Qty on Hand: 0

Release - No Print

Release and Print

Suggested Schedule

Start Date	Due Date	Change Qty To
04/11/2017	04/19/2017	1

Date	Type	Demand	Supply	Projected
04/12/2017	INV	0	0	0
04/13/2017	FS	0	1	1
04/19/2017	FS	0	1	2
04/21/2017	FS	0	1	3

Fit for Help Browse Edit Add Delete OK Cancel Print Exit

Releasing a work order by planner

- Returning to the **Work Order Release** frame, click the **Release - No Print** button to Release the selected Parts on a Work Order, OR click the **Release and Print** button to Print and Release the selected Parts on a Work Order.

Once you perform either of these actions, the selected Work Order(s) will disappear from the grid, indicating that they have been released.

Note: Released Work Orders can be viewed on the **Work Order Inquiry [S1100]** screen.

Release Work Order by Planner [S1282]

Work Order Release

Person Planner: Joe Working Days Forward: 2 Refresh From Days Fwd

Planner: <ALL> Select All Records

MRP Last Run: 4/20/2017 3:53:29 AM Select All

Type	Part Number	Revision	Release Qty	Start Date	Select		Deselect All
FP	AW31906	C1	2	05/01/2017	Yes		
FP	BW15852	A	4	05/01/2017	Yes		
FS	125-6968	02A	1	04/06/2017	Yes		
FS	125-6968	02A	1	04/11/2017	Yes	View BOM	
FS	125-6968	02A	1	04/13/2017	No		
FS	125-6968	02A	1	04/18/2017	No		
FS	125-6968	02A	1	04/20/2017	No		Release - No Print

Part Description: DROP TUBE AS. Safety Stock: 0

1st Piece Sample: Qty on Hand: 0 Release and Print

Suggested Schedule

Start Date	Due Date	Change Qty To	Date	Type	Demand	Supply	Projected
04/11/2017	04/19/2017	1	04/12/2017	INV	0	0	0
			04/13/2017	FS	0	1	1
			04/19/2017	FS	0	1	2
			04/21/2017	FS	0	1	3

Fr for Help Browse Edit Add Delete OK Cancel Print Exit

RELEASING MANUAL WORK ORDERS

Releasing work orders manually

The **Release Manual Work Orders [S1264]** screen is used to manually release specific Work Orders.

1. Select the **Part**.
2. Enter the **Quantity** of Parts.
3. Select the **Due Date** for this Work Order.
4. Select the **Reason** for this Work Order. If you need to add a new Reason Code, you can do so on the **Codes (Local) [S1502]** screen.

List of release default Reasons:

- Change in Schedule
- First Piece Sample
- Inventory Adjustment
- Material Issue
- Purchasing Issue

The screenshot shows the 'Release Manual Work Orders [S1264]' window. The main form contains the following fields:

- **Part:** 117-1363 (BRACKET)
- **Quantity:** 20 EA
- **Due Date:** 04/27/2017
- Reason:** C change in Schedule
- Type:** REL Released Work Order
- Comments:** The schedule changed to customer plant shut down
- Revision:** 01
- Part Lead Time:** 3.0
- Suggested Due Date:** 05/02/2017
- Print?:** Yes
- Release And Print** button

The preview window shows the following details for Work Order WO126484:

- Environment:** SIT - System Integration Testing
- Printed:** 04/27/2017 15:21
- Manoer Canada Inc. Work Order - WO126484**
- Planner:** F-LAS
- Work Order:** WO126484
- Start:** MON, APR 24 17
- Due:** THU, APR 27 17
- Part Number:** 117-1363
- Rev:** 01
- Label Req:** NO
- Pri. Cust.:** CAT
- Weight:** 6.35
- Qty:** 20
- Std Run:** 14
- Yrly:** 8
- Mfg LT:** 3
- Deliver to:** 5423

The **Bill of Materials** table is as follows:

Part Number	Description	UM	Qty Per	Qty Req	C. UM	C. Qty Req	BF	BFLOC	PHTM
PL-313-50w-1	60X120 HSLAS-F .313 A1018 GR50/1E0170	SF	0.58	11.60	PL	0.23	10	5119C	

The **Routing** table is partially visible:

Oper	WC	WC Description	Cycle(M)	Setup(M)	Run(M)	Std(H)	Trtl(H)	Phtm	LTD	Complete By
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Releasing work orders manually

5. Select the Work Order **Type**.
6. Enter any **Comments** regarding this Work Order.
7. The **Print?** field indicates whether this Work Order will be Printed upon Release. Click to change this field from Yes to No, as necessary.
8. Click the **Release and Print** button to Release the Work Order, and Print it, if you have selected to do so.

Note: When you perform this action, the Work Order you released will appear in the lower half of the screen.

Environment: SIT - System Integration Testing
Printed: 04/27/2017 15:21

Manoer Canada Inc. Work Order - WO126484
Planner: F-LAS

Work Order: WO126484	Start: MON, APR 24 17	Due: THU, APR 27 17
Part Number: 117-1363	Label Req: NO	Pri.Cust.: CAT
Rev: 01	Weight: 6.35	Qty: 20
	Std Run: 14	Yrly: 8
	Mfg LT: 3	Deliver to: 5423

Manual Work Order-Reason: C Comments: The schedule changed to customer plant shut down

Bill of Materials									
Part Number	Description	UM	Qty Per	Qty Req	C. UM	C. Qty Req	BF	BFLOC	PHTM
PL-313-50w-1	60X120 HSLAS-F .313 A1018 GR50/1E0170	SF	0.58	11.60	PL	0.23	10	5119C	

Routing										
Oper	WC	WC Description	Cycle(M)	Setup(M)	Run(M)	Std(H)	Tot(H)	Ptms	LTD	Complete By

F1 for Help Browse Edit Add Delete OK Cancel Print Exit