

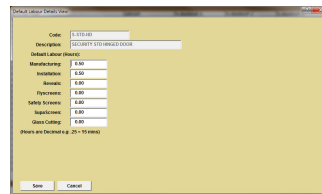
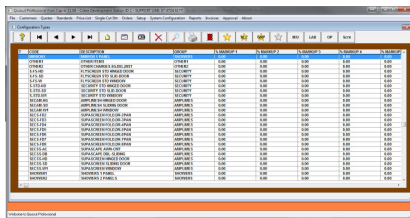
LABOUR TIMES and COSTS

Labour is preset with default times for configurations for windows, doors, security/flyscreens, showers and wardrobes in the menu – Configuration types. However labour times can be modified within individual configurations (Section 3). Commercial labour setup details are described below in Section 5 and Platinum louver labour (Section 6 below) is held in the relevant databases under the Setup menu for the Louvre module.

1. Modifying default labour details

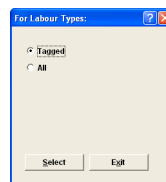
Select the following menu option - **Setup | Configuration Types**

- To modify default times for labour, select **Lab** icon and modifying as required – note times are defined by .25 = 15 minutes. **SAVE** and **Repeat as appropriate**.



2. Applying labour default times

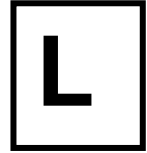
- Select Setup | Configuration Types and highlight a panel type of a group and select the yellow star with **GRP** – this will automatically tag all panel types in the same group. **The silver star will untag the group**
- Select the **LAB** icon to access the list of labour types
- Select <tagged> types to apply the default times to the configurations tagged.
- Use the relevant yellow star to tag/untag the applicable labour types
- To assign the default labour details select **APL (apply)** – a radio box will appear
- <Select> for tagged options (for Labour Types) – a second radio box will appear
- <Select> for tagged options (for Configuration Types)
- Select the silver star to untag panel types and exit via the **Red Door**



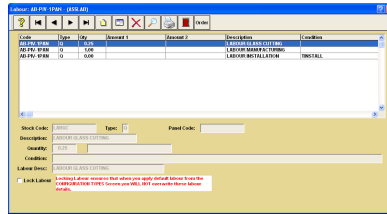
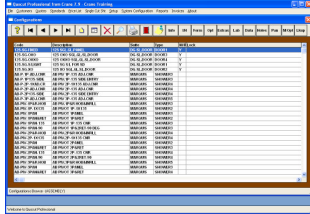
3. Modifying labour times for individual configurations

3.1 Modifying labour details for an individual configuration

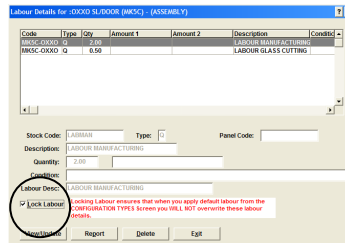
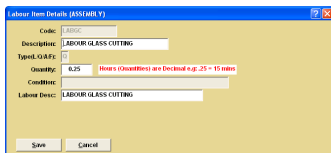
- Select the menu option – **Setup | Configuration**
- Highlight the specific configuration – eg. MK5C XO, SSC-HG-DOOR etc
- Select **LAB** and highlight the labour type to be modified



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- Select the **View/modify** icon to record changes
- Select the **Save** button to return to the labour items browse
- Select 'Lock Labour' so times are not changed if defaults are reapplied
- Select **Red Door** icon to return to Configurations (Assembly Screen)

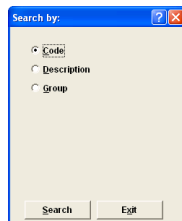
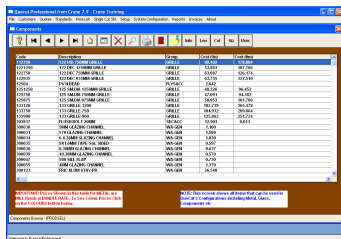


4. Hourly rates for labour

4.1 Overall markup on labour cost

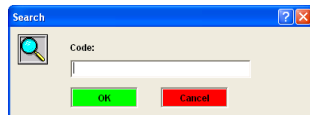
Labour hourly rates are treated as a special component and are usually the base cost – i.e. labour costs plus approximately 30-40% to cover any on costs such as superannuation, etc. This cost will be marked up by the markup for the product.

- Select Setup | Components and select the magnifying glass on the tool bar and search by code – type in the search field LAB and OK



Note – Security also has a component set up for labour for build outs and a value should be also be added to LABBO.

- Use the **View/modify** icon to set up the hourly cost for each labour type required and **SAVE**. Use the **Red door** icon to exit the component screen.

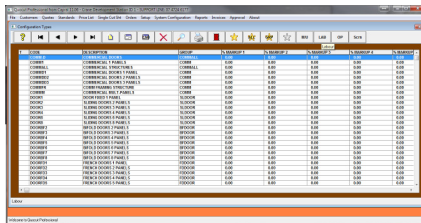


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4.2 Varying markups for labour cost

4.2.1 No markup on labour

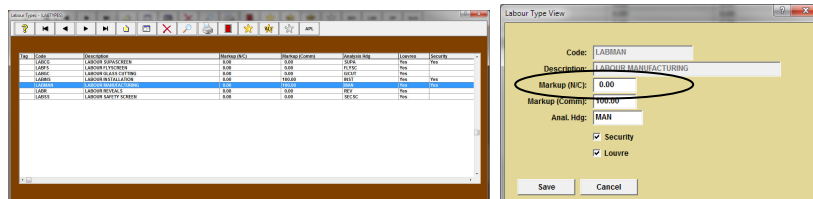
If you require your labour cost to remain static so that labour is always charged out at the same rate regardless of the markup applied, the cost rate applied should reflect the value you wish to use as a charge out value. This can be applied to manufacturing, glass cutting, installation, reveals, flyscreens and security screens. To ensure no markup is applied select Setup | Configuration Types | Lab



Highlight the specific manufacturing type and select view/update to modify the markup and then change the Markup (N/C) field to .01. This will then mean that the markup will not be applied as part of the configuration but only at the charge out rate and will not be affected by any change to price bands for the fabricated product.

4.2.2 Varying markups on labour

If you require varying markups on labour that differ to the overall markup of the product being fabrication you can change the Markup (N/c) field to your required percentage markup – e.g. 75% and this percentage will be used on the labour type rather than the overall markup of the product and will not be affected by any change to price bands for that product.



5. Setting up costs for commercial labour

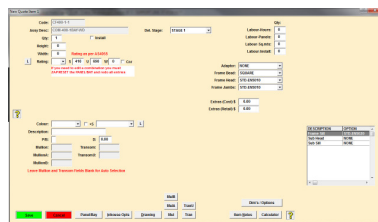
Labour is defined in commercial structures by component options in the stock file. To set up values for these components:

- Select the menu option Setup | Components and then select the search function by Code and type LAB – this will display all options for labour
- Select the relevant labour component and then View/Update to add a value:
 - LABCOM-HR – An hourly rate
 - LABCOM-INS – Rate for installation if required
 - LABCOM-PANEL – Rate that can be charged per panel
 - LABCOM-SQMT – Rate per square metre of the structure

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Description	Qty	Unit	Price
LABOUR 1	1	LABOUR	8.000
LABOUR 2	1	LABOUR	8.000
LABOUR 3	1	LABOUR	8.000
LABOUR 4	1	LABOUR	8.000
LABOUR 5	1	LABOUR	8.000
LABOUR 6	1	LABOUR	8.000
LABOUR 7	1	LABOUR	8.000
LABOUR 8	1	LABOUR	8.000
LABOUR 9	1	LABOUR	8.000
LABOUR 10	1	LABOUR	8.000
LABOUR 11	1	LABOUR	8.000
LABOUR 12	1	LABOUR	8.000
LABOUR 13	1	LABOUR	8.000
LABOUR 14	1	LABOUR	8.000
LABOUR 15	1	LABOUR	8.000
LABOUR 16	1	LABOUR	8.000
LABOUR 17	1	LABOUR	8.000
LABOUR 18	1	LABOUR	8.000
LABOUR 19	1	LABOUR	8.000
LABOUR 20	1	LABOUR	8.000
LABOUR 21	1	LABOUR	8.000
LABOUR 22	1	LABOUR	8.000
LABOUR 23	1	LABOUR	8.000
LABOUR 24	1	LABOUR	8.000
LABOUR 25	1	LABOUR	8.000
LABOUR 26	1	LABOUR	8.000
LABOUR 27	1	LABOUR	8.000
LABOUR 28	1	LABOUR	8.000
LABOUR 29	1	LABOUR	8.000
LABOUR 30	1	LABOUR	8.000

5.1 Labour in commercial structures



	Qty:
Labour-Hours:	<input type="text" value="0"/>
Labour-Panels:	<input type="text" value="0"/>
Labour-Sq.mts:	<input type="text" value="0"/>
Labour-Install:	<input type="text" value="0"/>

The commercial structures allow for labour costs to be added when entering the item by completing the quantity field for any or all of the components as required. All quantities applied to a labour field will be multiplied by the value that has been added to the stock file (Section 1 above):

- Labour-Hours (the number of hours required to fabricate the structure)
- Labour-Panels (the number of panels in the structure)
- Labour-Sq.mts (the total square metres in the structure)
- Labour-Install (the number of hours for installation)

5.2 Labour for combinations inserted into panels

For any combinations inserted into a panel, the labour for these will be determined by the labour times set up for each configuration and the relevant values in the stock file.

6. Platinum Louvres

To set up defaults for labour for louvres, go into the Louvre sub-menu and select configurations. Select the labour option from the toolbar and input times applicable to each configuration. Unlike the normal QuoCut quoting process, these times can be modified during the louvre set-up when adding a louver configuration item to the quotation.

Louvre labour markups should also be defined in the louver configuration sub menu by choosing the markup option for labour on the toolbar.

Note: All other costs will be marked up as usual and is controlled through the configuration type sub menu in setups.