



# Changes to Functionality

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Dear valued customer,

As our vast network of customers continues to innovate and grow, so too does PER4MA. Our system is continuously being upgraded as customers request new improvements as well as various tweaks/changes and bug fixes.

In our latest update to the PER4MA software package we have added/changed the following functionality:

- 1. Favourites Function
- 2. KPI Loading
- 3. E-Kanban Supplier log in to triggers
- 4. TT Scanning Solution
- 5. Level 4 Reporting



## Favourites Function:

The user will now have the ability to show only a select number of the "most used icons", which can be viewed as the "favourites". In order to switch between seeing the "favourites" icons view or seeing the "show all" icons view, the user can select either one of these options at the top of the loaded page.

When the full list of icons are being displayed, the user will have the option to select the "favourites" icon:



Once the "favourites" option is selected, the user will see a condensed list of icons, as seen in the image below:

	_	PE	╤╌┤ӥ	MA	show all		Welco	ome: admin - Admin	Logout	
Рер		Pep / Compa	ny Dashboard							
		and Proceedings and Proceedings								
		Reports								
		1	-							
		Executive Summary	Executive Summary by Workelement							
		Workelement								
		Inputs								
					<b>A</b>	53				
		Branch List	Shift	Workelement	Absentee	Overtime	Lost time Category			
		STOP			F	9	<b>S</b>	0 0		
		Lost time	Defect	Parameters	Name Master	Password	TT Adj Reasons	Live Disp Select		
					Ţ,	5				
		Downloads	Send Email	Import Params	Do Import	CSV Import	Comms Bulletin			



When the favourites list of icons are being displayed, the user will have the option to select the "show all" icon:



Once the "show all" option is selected, the user will see the full list of icons, as seen in the image below:





#### KPI Loading:

The user now has the ability to load a KPI of their choice to Per4ma. This allows the user to record the KPI that they would like, and have the ability to display this information on the Live Display.

In order to capture this data, the user will select the "Capture KPI" icon:



Once the icon has been selected, the user will have the ability to record the KPIs that they have set-up, for a specified date:

(to change the date, the user can select the current date, and select a different date)

Date	26 Mar 2021	
Absente	eism	
Turnove	r	
Quality		
Save		

Once "Save" is selected, it will save the KPI data for the selected date.



In order to make the changes to the KPIs that the user would like to record, the user will have to navigate to the Company Level of Per4ma. Once there, the user would need to select the "Name Master" icon:



The user must then navigate to the bottom of the page, and enter whichever KPIs they would like to be recorded:

(In this example: KPI1, KPI2 and KPI3 were entered as *Absenteeism*, *Turnover* and *Quality* respectively):

Availability	Availability	KPI1	Absenteeism
KPI2	Turnover	КРІЗ	Quality
	Reset Save Changes		



## E-Kanban - supplier log in to Triggers:

The company making use of the E-kanban service will have the ability to set-up their own supplier to only have access to the trigger screen.

Therefore, this means that a customer will have the ability to create a supplier within their e-kanban database, and allow them to only see the triggers relevant to the supplier.

This means that as the Customer of the E-kanban service, they will still have the ability to log-in and see all the data. However, if they want a specific supplier to log-in themselves and only see the information relevant to the supplier and their triggers, they can do that.

This allows each supplier to manage their own triggers.



# TT Scanning Solution:

The TT Scanning Solution is a method in which the Target Time Adjustments that need to be made can be automated by means of scanning. As an added benefit, this solution can also be used as a time and attendance tracker on Operators within the workplace and their respective areas.

This allows clients to have visibility on whether operators are within areas that they have been allocated/linked, which is set up on Per4ma, which allows the client to ensure that operators are not moving between departments or work areas or machinery unnecessarily.

This means that Target Time Adjustments would no longer have to be manually captured via Capture Sheets, but instead by means of scanning, when an operator leaves one department to go work in another department/work-area.

Features include:

- Having visibility on whether allocated or linked operators are in the correct areas.
- Having an accurate representation and method to determine times that operators spend in certain areas, even during the working shift.
- Being able to capture operator movements between departments/work areas far more accurately, as opposed to manual capturing.

Operators will have the ability to scan to "Clock in", move in to another department/ work-area ("Operator In") and move out of a department/work-area ("Operator Out"):



onsulting		
Clock In (Default)	Operator In	Operator Out
Scan Workcentre		
Clock In (Default)	Operator In	Operator Out
Scan Workcentre		

Using Per4ma, the required barcodes for the shifts, work-centres and operators can be printed in order to be used for the scanning. For example:



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#### Level 4 Reporting:

All clients now have the ability to view Operations on a Level 4 view.

This allows the client to choose the "Sections" that they would like to have a Level 4 view of. The Level 4 allows the client to see their "Month to Date" and "Year to Date" information for:

- KPI1 (as described above)
- Lost Time %
- Efficiency %
- ORE %

Essentially the Level 4 view can be seen as a "Productivity Summary" for the client selected.

Here is an example of that view:

Productivity Summary									
DIZANI		Month	to Date	Date		Year to Date			
	**Company of	or section**							
Section	Absentee	Lost Time %	Efficiency	ORE	Absentee	Lost Time %	Efficiency	ORE	
Seaming		4.35			3	5.85	77.04	71.04	
Upholstery		.00			4		71.02	56.74	
**Company or section**									
Section	Absentee	Lost Time %	Efficiency	ORE	Absentee	Lost Time %	Efficiency	ORE	
Seaming		4.00			9	7.72	80.87	74.63	
Upholstery		.00			8	4.85		49.94	
**Company or section**									
Section	Absentee	Lost Time %	Efficiency	ORE	Absentee	Lost Time %	Efficiency	ORE	
UPHOLSTERY			.00	.00	7	3.27	61.54	59.52	
SEWING A			.00	.00	7		98.80	87.65	
SEWING PREP			.00	.00	8		73.38	62.41	
SEWING B			.00	.00	10		67.26	49.99	
SEWING D			.00	.00	8		69.10	56.39	
SEWING C			.00	.00	5		66.57	53.95	

If this is a view that you would like to make use of, please speak to your respective Dizani Consultant to set it up for you and your organization.



#### Conclusion:

We hope that these changes, improvements, and new features will allow PER4MA to provide even more value to your company and further improve the reliability and accuracy of the data that gets recorded.

If you have any questions or issues related to the latest update, please feel free to contact <u>hannes@dizani.co.za</u> or any of the Dizani consultants who you may have dealt with. We are always happy to assist and help you to get the most out of your Dizani performance measurement solution.