

# **WORK PACKAGE DISTRIBUTION**

## User Guidance

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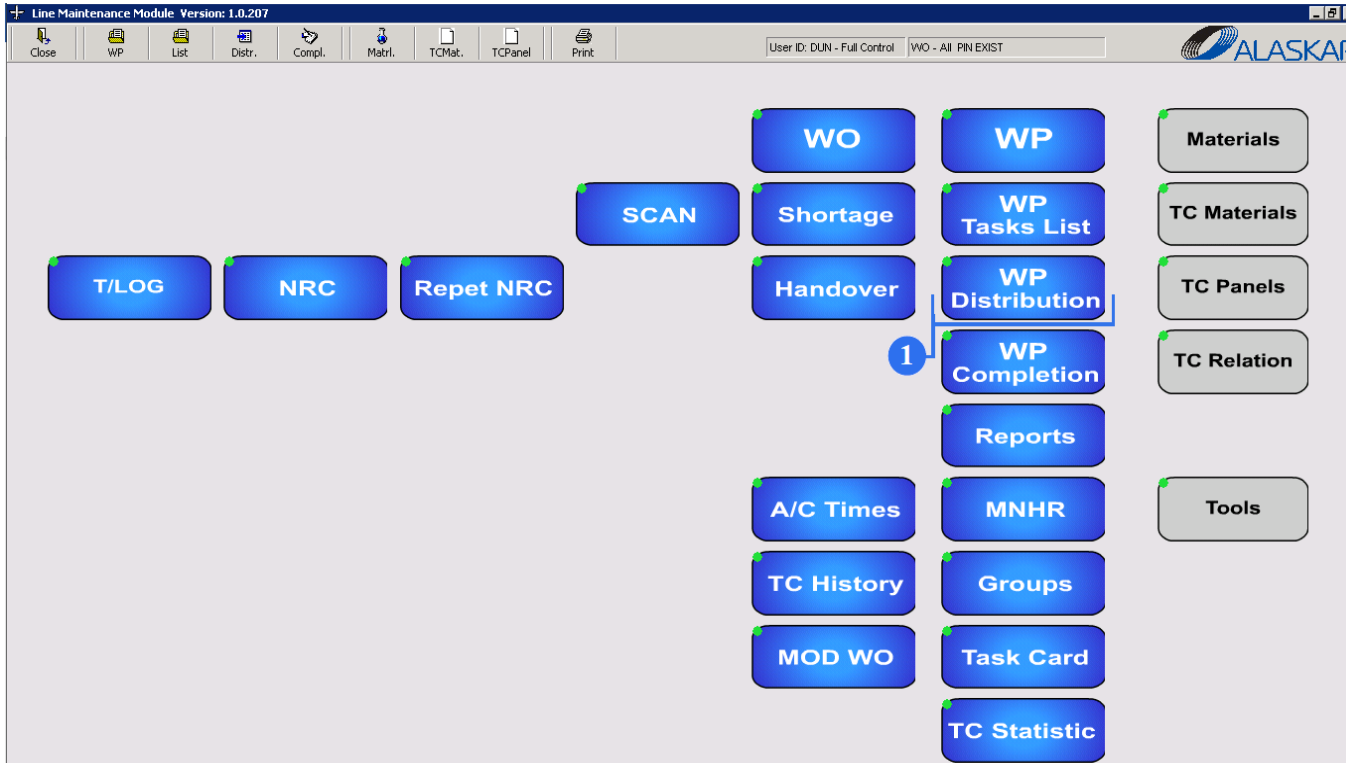
Disclosure is restricted.

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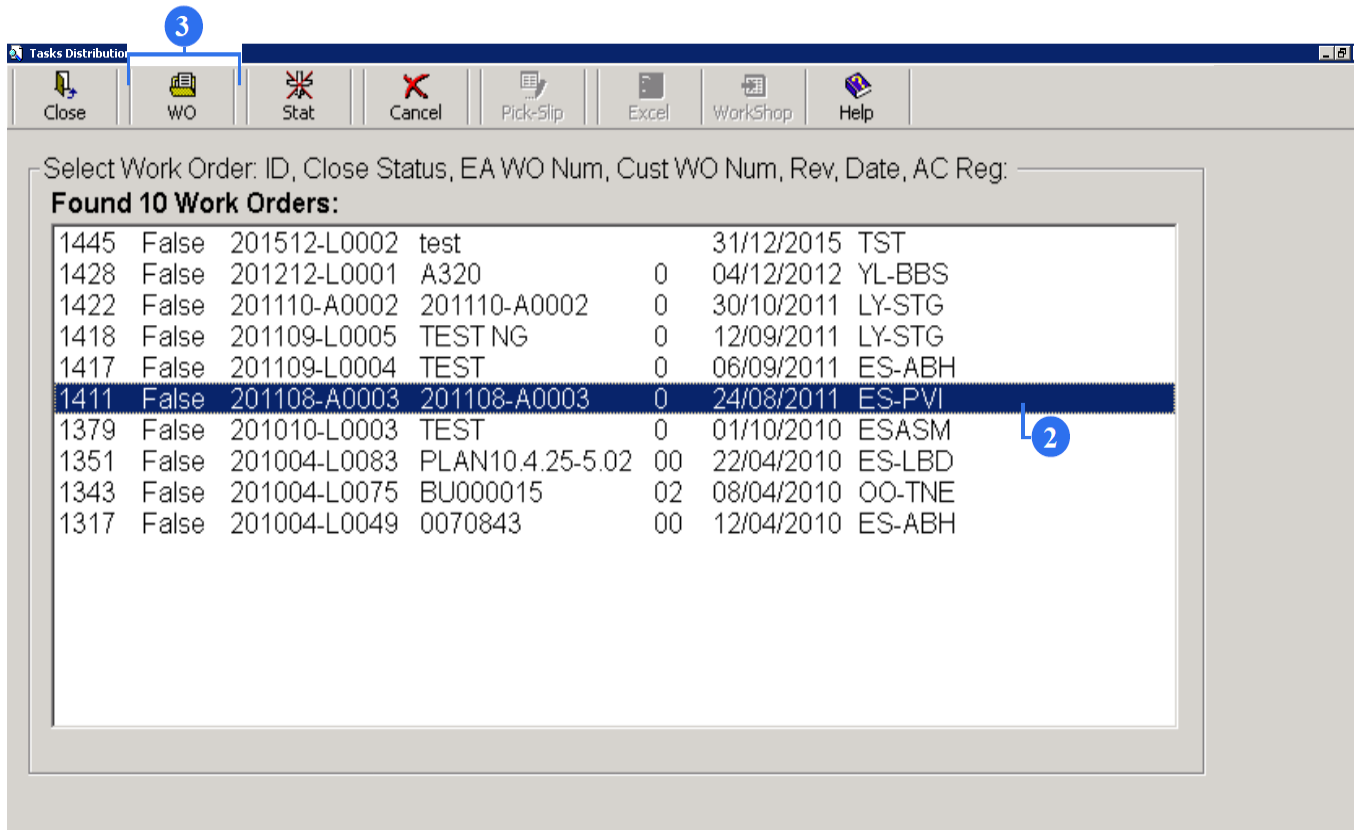
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# 1. How to distribute.



The distribution screen helps to distribute all the existing task cards, modifications, additional jobs, customer requests, non-routine cards and non-completed task items among mechanics. It also provides an ARA list (a list of required materials).

1. To enter a Distribution screen, click on the WP Distribution button.



Select Work Order: ID, Close Status, EA WO Num, Cust WO Num, Rev, Date, AC Reg:

**Found 10 Work Orders:**

1445	False	201512-L0002	test			31/12/2015	TST
1428	False	201212-L0001	A320	0		04/12/2012	YL-BBS
1422	False	201110-A0002	201110-A0002	0		30/10/2011	LY-STG
1418	False	201109-L0005	TEST NG	0		12/09/2011	LY-STG
1417	False	201109-L0004	TEST	0		06/09/2011	ES-ABH
1411	False	201108-A0003	201108-A0003	0		24/08/2011	ES-PVI
1379	False	201010-L0003	TEST	0		01/10/2010	ESASM
1351	False	201004-L0083	PLAN10.4.25-5.02	00		22/04/2010	ES-LBD
1343	False	201004-L0075	BU000015	02		08/04/2010	OO-TNE
1317	False	201004-L0049	0070843	00		12/04/2010	ES-ABH

2. Select a necessary work order by highlighting it and then double click it.

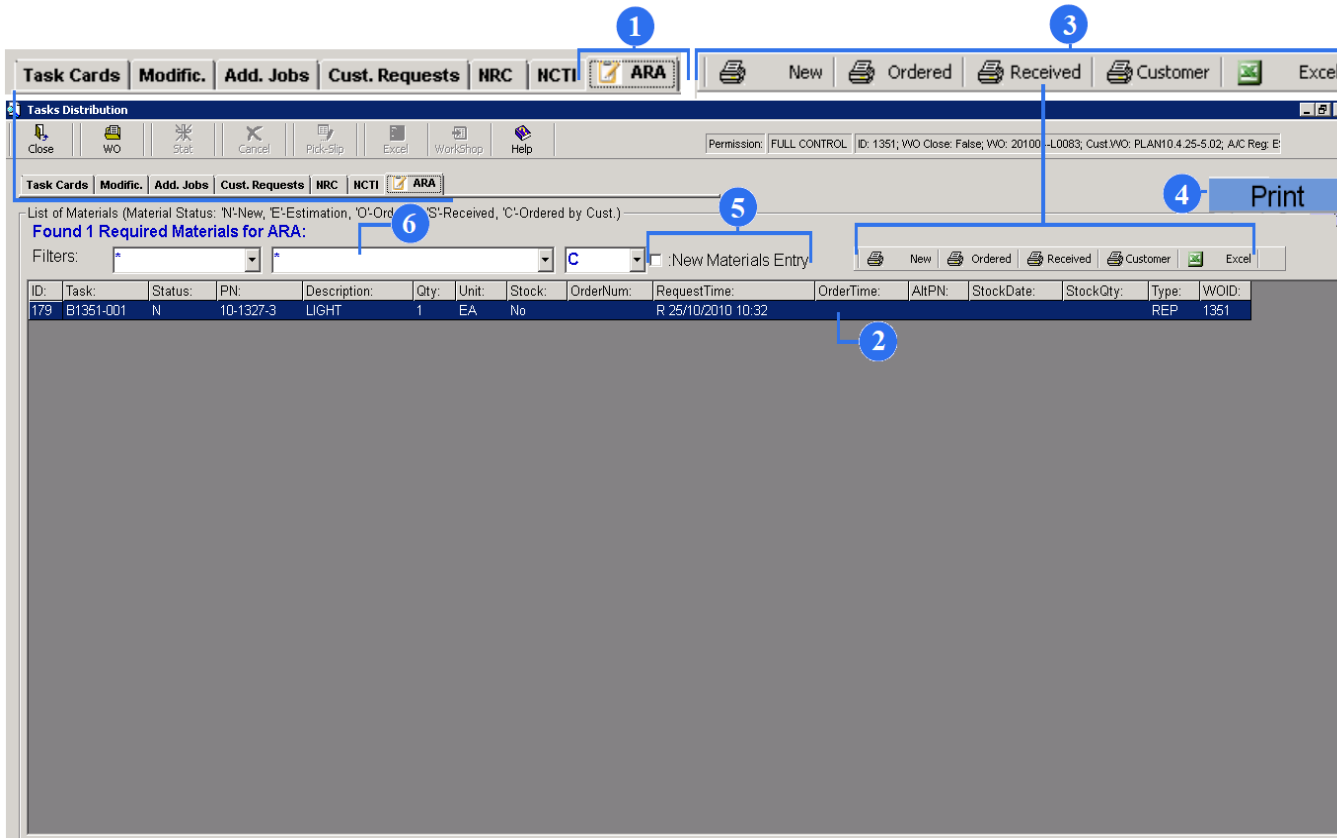
3. To return again to the whole work orders list, click on the WO (work order) tool button.







### 3. ARA Materials List.



1. Select ARA tab.

2. ARA (materials which are needed for NRC completion) will be displayed only in case when a non-routine card is registered, where a mechanic makes a materials request (for details, view the 'NRC Registration' part). Materials are at stock are green; Materials are not at stock are red.

3. When you have a complete materials list, you may print out new materials/ordered materials/reserves materials/customer materials or transfer to excel by clicking these tabs.

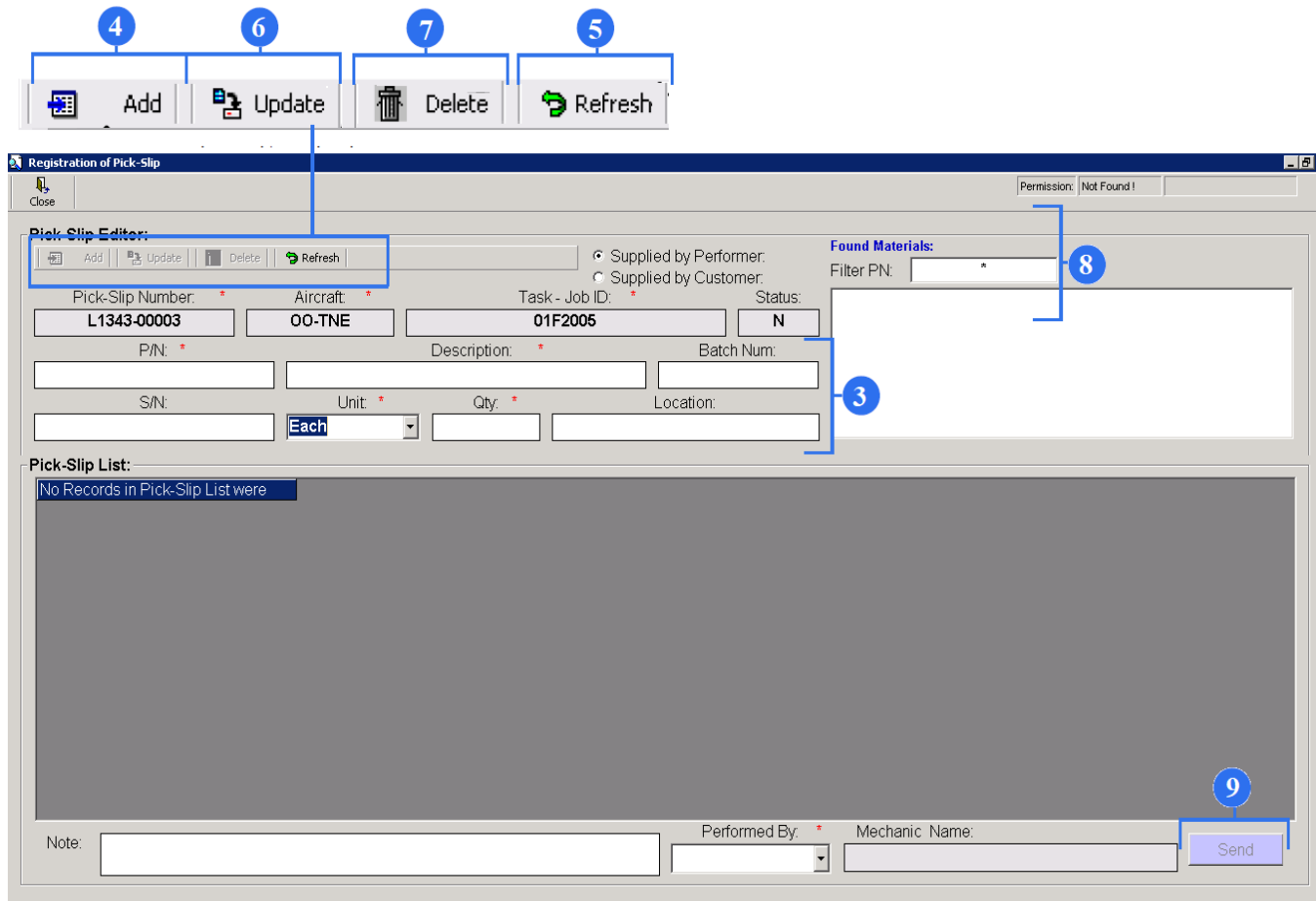
4. Click on the PRINT button to print out a logistic report.

5. To display newly required materials, tick the New Materials Entry field.

6. You may also use filter to find a certain material. In the filter id field type a material's number.







3. Fill required text boxes (a part number, a description, a batch number, a unit, a quantity, a location, by whom supplied and who performed a pick-slip list)

A pick-slip number, an aircraft, a task-job id and status will be appointed automatically.

4. After filling out text boxes, click on the ADD button and a just registered material will be displayed in a Pick-Slip list.

5. To reset a Pick-Slip Editor, click on the REFRESH button.

6. To make changes in an already existed Pick-Slip List, click on the UPDATE button and confirm it.

7. To delete a selected item from the Pick-Slip List, click on the DELETE button.

8. Use a filter if you need.

9. To print out the Pick-Slip List, click on

## 5. Non-Routine Cards Update and ARA Registration.

The screenshot displays the 'Tasks Distribution' application window. At the top, a menu bar includes 'Task Cards', 'Modific.', 'Add. Jobs', 'Cust. Requests', 'NRC', 'NCTI', and 'ARA'. The 'NRC' tab is selected and highlighted with a blue box and a circled '1'. Below the menu bar, a toolbar contains icons for 'Close', 'WO', 'Stat', 'Cancel', 'Pick-Slip', 'Exit', 'WorkShop', and 'Help'. The main window is divided into several sections:

- Task Cards Section:** Shows a list of 'Found 1 Non-Routine Cards'. A table lists card details: B1343-001, 25-40, O, 101, 16/05/2010, 14:38, ARA, NRC B1343-001 TITLE. The 'Edit' button for this line is highlighted with a blue box and a circled '2'.
- Non Routine Card Editor:** A form for editing card details. Fields include NRC Number (B1343-001), ATA (25-40), RII (checked), ARA (101), Group (101), Issue Date (16/05/2010), Issue Time (14:38), Status (O), Distr. ID, and Distr. Date. The Title field contains 'NRC B1343-001 TITLE' and the Complaint field contains 'NRC B1343-001 COMPLAINT'. A 'Recommendation' field contains 'NRC B1343-001 RECOMMENDATION'. A save button (floppy disk icon) is highlighted with a blue box and a circled '4'.
- Additional Repair Agreement (ARA) Invoiced Amount:** A summary table showing Labor MHR (00:00), Materials (0), and Other (0) with corresponding Estimated and Actual costs (all 0).
- Additional Repair Agreement (ARA) Required Materials:** A table listing required materials for the ARA, including a line for '178 1343 B1343-001 BMS5-133 TAPE 50MM DOUBLE ADHESIVE 1 EA No 0.04 0 CH'. Below this table, a form for adding materials includes fields for P/N, Description, Qty (1), Unit (Each), Stock, Type, Est. (0), and Act. (0).

Here, in the WP Distribution sub-module, all NRC, registered in the WP Completion sub-module, are displayed.

1. Select NRC tab.
2. Highlight the line and click on the EDIT button.
3. Fill the text boxes in the Non-Routine Job Editor.
4. Click on this button to save.

The screenshot shows the 'Tasks Distribution' application window. The main area is divided into several sections:

- Task Cards:** A list of tasks with columns for NRC, ATA, Stat, Group, Zone, Iss. Date Time, RII, ARA, Mech, Date Time, Title Compl, Recomm, PN SN, MHR DwnT. A filter is applied for 'Found 1 Non-Routine Cards'.
- Non Routine Card Editor:** Fields for NRC Number (B1343-001), ATA (25-40), RII, ARA, Group (101), Zone, Issue Date (16/05/2010), Issue Time (14:38), Status (O), Distr. ID, and Distr. Date. It also includes a title field ('NRC B1343-001 TITLE') and a complaint field ('NRC B1343-001 COMPLAINT').
- Additional Repair Agreement (ARA) Invoiced Amount:** A table with columns for Labor MHR, Materials, Other, Est Cost, and Act Cost. The total Est Cost is 1.04 and Act Cost is 1.00. A red circle '8' highlights the 'Update' button.
- Additional Repair Agreement (ARA) Required Materials:** A table with columns for P/N, Description, Qty, Unit, Stock, Type, Est, and Act. It lists materials like 'BMS5-133 TAPE 50MM DOUBLE ADHESIVE' and 'ASDFGHJ'. A red circle '6' highlights the 'Add' button.
- Instructions:** A list of checkboxes for various instructions like ETOPS, TAT CRT, DI (RII), CAT 3, CRIT, CDCCL, ALI, and EWIS.

5. In the ARA Required Materials Screen enter P/N, Description, Qty, Unit, Type of materials and Est and Act.

6. To save this data click on the Add button.

7. In the ARA Invoiced Amount enter Est Cost and Act Cost.

8. Push on the Update button.