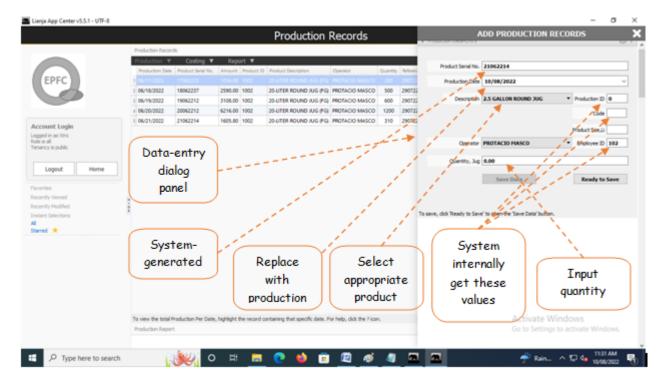
Add Page 1 of 1

Add



From 'Production Records' section menu > Add or Edit,

- 1. *Product Serial No.* system generated. accept the value as it is, (non-editable);
- 2. **Production Date** needs input. Type-in the the production date;
- 3. **Description** Requires input. Select from choices presented in combobox. As you select the description, Product ID, Product Code, Product Size fields are grabbed internally;;
- 4. *Operator* Needs input. Select the operator's name. As you select the operato's name, its employee number is grabbed;
- 5. *Quantity*, Jug Needs input.
- 6. To save the data, first click 'Ready to Save' to enable the 'Save Data' button;
- 7. Click the 'Save Data' button. Dialog panel exits and newly saved data is displayed at the bottommost row of the 'Production Records' section grid control.