

User Interface Jim2® Business Engine

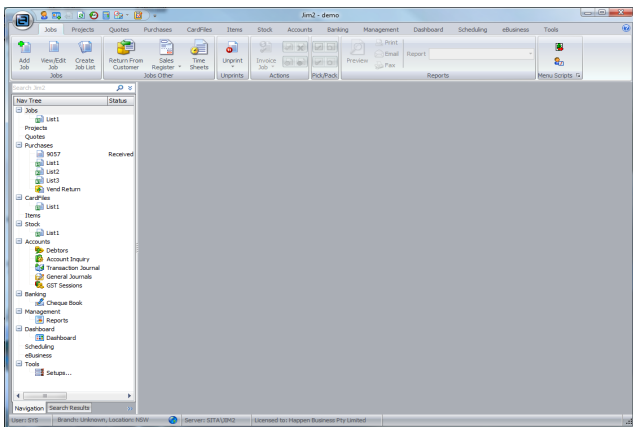
Fact Sheet

Jim2 Business Engine is a Windows-based application that uses point-and-click navigation to activate forms for specific data entry, to create 'lists' of forms, or to start/stop specific functions.

There is no need to close out of one function or active area in Jim2 in order to enter another – simply navigate to your chosen function using any of the following general navigation methods, and it will appear in the Jim2 **workspace**:

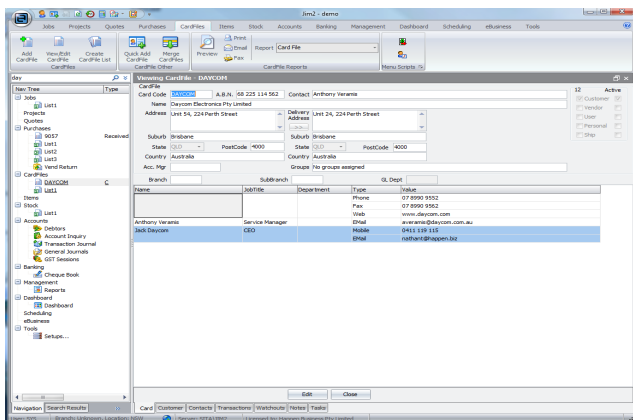
- **The Sidebar** containing Jim2 Object headings and icons (left hand margin of screen).
- **The Navigation Tree** which graphically represents each object form or list in use (to the right of the sidebar).
- **The Menu**. The Jim2 pull down menu list accessed in the top bar of the screen.

The appearance of Jim2 adapts (resizes) to suit the resolution of the screen you are working on.



Active forms and lists (objects) open into view within the Jim2 workspace. Multiple active forms and lists 'stack' on the workspace, with the most current on top. Forms and lists can be left on the workspace, or 'closed' with a mouse-click.

All open objects have an associated identity code, which is displayed in the Navigation Tree – simply click the reference to show the object in your workspace.



Object Specific Controls

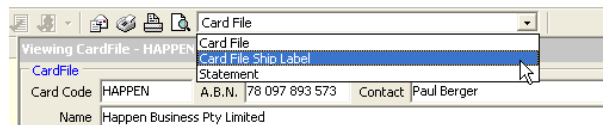
In addition to the general navigation methods, Jim2 Business Engine also includes **object-specific controls**:

- **Toolbar Buttons** - 'context sensitive' to the function in view.
- Toggling between the 'expanded' or 'reduced' object **form view**.
- **Hyperlinks**, form **tabs** and form **buttons**.
- **Keyboard shortcuts**.



To automate as many functions as possible, and reduce User input, Jim2 includes many features such as:

- Global, workstation and user sensitive **defaults**.
- **Intuitive type** (as you start to type, Jim2 will start to pre-empt your entry).
- **'Drag-and-Drop'** sorting by selection headings.
- **Cut, copy, paste** text.
- **'Create Similar'** functions.
- Standard Windows print menu options (with **context sensitive reports**).
- **Online Help** (F1 function key).



'Follow Me' Desktop

The Jim2 Business Engine 'Follow me' desktop feature ensures that Jim2 will follow you around the network. If you change workstations, logging on will bring up your previous active desktop, using your security settings – including the live navigation tree you had open in your last session. This will of course reduce the need to re-activate open forms, lists or reports when you log in on the next workstation.

Lists

The 'list' is a very powerful search function within the Jim2 Business Engine. It is also one of the easiest features to master, and the most practical way of viewing and searching information.

The list collates information from your Job, Quote, Purchase, CardFile, Item and Stock records in real time for cross reference (and uses archived data if required).

- Lists are used to create a 'snapshot' of what is going on in the workflow. 'Live lists' do this in real time.
- Users can define their own workload by creating and naming lists that apply to their job function (for example your administration staff can generate a list of all finished jobs that require Invoicing by creating a list of Jobs with the status of 'Finish')
- Lists are used to find information within an object using combinations of fixed and fluid search criteria (such 'between these dates' or 'last month'). You can search by one (field) criteria, or any combination of criteria.
- Jim2 lists allow you to exclude criteria from searches to create lists that *do not* contain certain information - for example, search for all Jobs *except* ones belonging to this customer.
- Lists can also be used to collect data from all records (past and present).
- There are different styles of lists for different information areas within Jim2.
- The list result can be sorted using drag-drop column sorting, or ascending/descending sort.
- Right-click drill down in list results.
- List reports reference only list content - ensuring relevance.

Job#	Cust Ref	Item Desc	Serial#	Date Due	Time Due	Name	Acc. Mgr	Job Total	TP
1 Status - Booked (COUNT=26) 1 Status - FINISH (COUNT=14) 1 Status - Parts (COUNT=1) 1 Status - Problem (COUNT=3) 1 Status - Proceed (COUNT=1) 1 Status - S&M (COUNT=5) 1 Status - Wait (COUNT=6)									
MODERN COP	101	MOD. TIGER 56	Tiger 56k Modem	1075	09/07/2004	01:43 PM JC		44.75	
38 DAYCOM	101	MON VGA	VGA 128	09/07/2004	03:05 PM FL			0.00	
38 DAYCOM	101	MON VGA	VGA 140	09/07/2004	03:05 PM FL			0.00	
40 DAYCOM	101	MON VGA	VGA Monitor	VGA 119	09/07/2004	03:05 PM FL		0.00	
50 MODERN COP	130	MOD. TIGER 56	Tiger 56k Modem	AT1150	14/07/2004	11:00 AM JC		44.75	
101 ADV JARROW		HDG RECOVER	Date Recovery	566428A8	14/07/2004	05:00 PM FL		330.00	
								\$419.50	

- Lists can run 'live' in the navigation tree, and can be set to be refreshed at regular intervals as object forms are updated across the network.
- Lists in use will show in the navigation tree, identified numerically in the order in which they were opened (e.g. Job List 1, Job List 2, etc.) or by the name they have been saved as (e.g. Job Parts List).
- You are able to have a maximum of 5 active lists in use for each object.
- All the lists within Jim2 have different fields for searching by, dependant on which object this list relates to.
- The 'Advanced List' has many more detailed search fields available to help users locate a specific document or group of documents.

- Lists are defined using criteria, then 'run' to give a result. They can then be 'cancelled' once you have finished with them.
- Lists can be 'pinned' open to stop them being closed inadvertently.

Security

Security Groups are tailored to suit employee work descriptions within your organisation. Each user is assigned a Security Group which grants or restricts access to specific objects or actions. Security Groups are function specific and independent, (not hierarchical) in the level of access they allow.

Report Groups are assigned within each Security Group to grant or restrict access to object-specific reports. Each report in Jim2 is assigned a report level between 1 and 10. Members of a Security Group with a lower report level (1) cannot access reports with a higher report level (10).

Status can also be assigned level 1-10. Members of a Security Group with a lower status security level (1) cannot change status to one with a higher security level (10).

Price Break Movement Down has the range -1 to 4. This defines volume price break 'jumps' allowed within your volume matrix. Minus 1 allows discounting across all price breaks in the matrix. Level 0 allows no movement outside the set matrix. Level 1 is one jump (forward or backward) in the price break matrix, level 2 is two jumps (forward or backward) in the price break matrix.

See also: Workflow Fact Sheet
Reports Fact Sheet