



# Infor Forcam MES Corrections

Version 5.11.12

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## About this guide

## Intended audience

## Organization

This table shows the chapters of the guide:

Section	Description

## Related documents

You can find the documents in the product documentation section of the Infor Support Portal, as described in "Contacting Infor" on page 5.

## Contacting Infor

If you have questions about Infor products, go to Infor Concierge at <https://concierge.infor.com/> and create a support incident.

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## Chapter 1 Concept

The **Corrections** section in the Workbench module of Infor Forcam MES allows subsequent editing and modification of data that has already been collected or posted. Any corrections are effective immediately after saving and become visible in reports after a new login.

The following parameters or data can be corrected:

- Operating states (manual and machine workplace)
- Operation related times
- Ending or canceling operations
- Quantities
- Shifts
- Workplace personnel times
- Attendance times
- Attendance break
- Overhead cost times
- Strokes



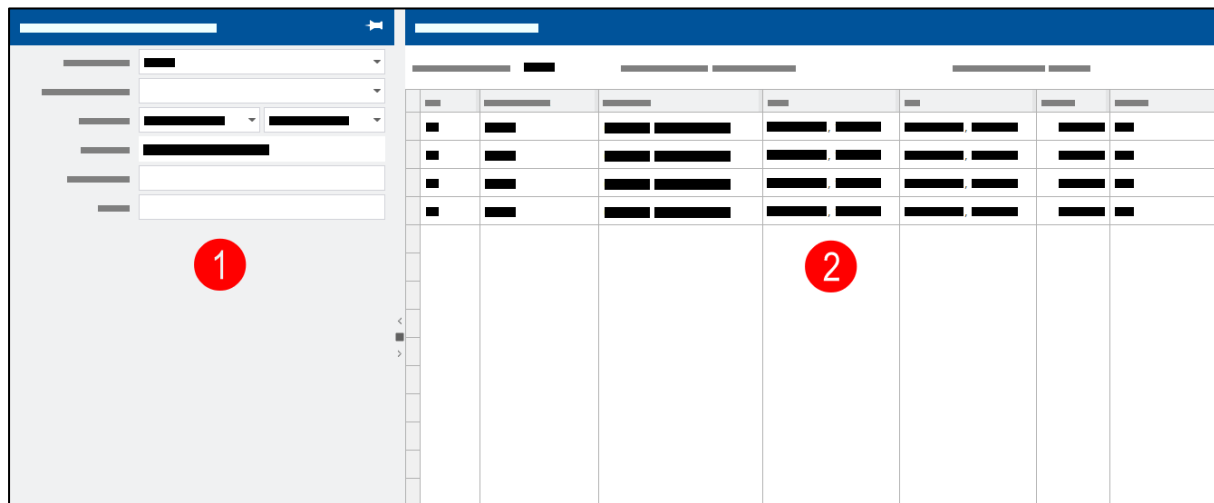
**Fig. 1: Various correction options in Infor Forcam MES**





## Chapter 2 General configuration for corrections

Each correction mask is identically structured and has a search field on the left and a display field in the middle. Depending on which mask is selected, the search parameters will differ. In each case, the optimal display option is available in the display field, e.g. tables for simple listings or timelines for displaying time aspects.



**Fig. 2: Structure of a correction mask with search field (1) and display field (2)**

Each correction mask has an icon bar at the top with icons for saving, searching, exporting, etc. The availability of the icons differs according to the mask.

There is an edit icon for each mask, where specific configurations are adjusted for the respective mask. In shift correction, for example, it is possible to show or hide free shifts by default, while for operation end/cancel, for example, the maximum selectable days can be adjusted.

The parameters specific to the mask are explained in the respective chapters.



**Fig. 3: Edit icon in the icon bar**

## Chapter 3 Operating states

Operating states can be corrected as follows:

- Change operating state:  
Changing the data of an operating state
- Split operating state:  
Splitting of an operation at any moment within its start and end points.

**i** An operating state can only be changed if a check mark has been placed in **Recodable** under Status details (Master data > Production data acquisition > Status details). In order to split the operating state, **Splitable** must also be active here.

### Operating state machine workplace

**Path:** Corrections > Operating state machine workplace

Search Operating State				Search Results				
Workplace	90270				Workplace Name	90270	Order - Split / Operation - Split	Ma
Timezone	(+01:00) Europe/Berlin				Type	Timezone	Abbreviation	Operating state
Operating state					45P3	(+01:00) Europe/Berlin	000	Production
Time Range	08/16/18 00:00	05/12/21 23:59				45P3	(+01:00) Europe/Berlin	020
Level 2							(+01:00) Europe/Berlin	992
Level 3						45P3	(+01:00) Europe/Berlin	000
Level 4								

**Fig. 4: Operating states on a machine workplace**

**To change an operating state:**

1. Right-click on the desired line in the display field and click on **Change operating state** in the context menu.
- The view changes to the edit mask.  
The top part **Change operating state** displays all operating state data:

- Production environment:  
Production-related data such as order number, material description, etc.
  - Malfunction environment:  
Time range of the selected operating state
2. Select desired **category** in the **State correction** area.  
The drop-down menu lists all categories that can replace the current category.
  3. Select desired **operating state** to overwrite current one.
  4. or, if necessary select further levels of the operating state.
  5. **Enter** comment.  
Short text describing the reason why the operating state was changed
  6. **Enter** detail.  
Larger input field for the option to describe the reason for the change in more detail.
  7. Save.

**To split an operating state:**

1. Right-click on desired line in the display field and click on **Split operating state** in the context menu.
  - The view changes to the edit mask.
- The top part **Split operating state** displays all the data of the operating state:
  - Production environment:  
Production-related data such as order number, material description, etc.
  - Malfunction environment:  
Time range of the selected operating state
2. Select the time from which the process is to be split in the **Status correction** area using the slider.
3. Select desired **category**.  
The drop-down menu lists all categories that can replace the current category.
4. Select desired **operating state** that is to be present starting from the selected time period.
5. Or, if necessary select further levels of the operating state.
6. **Enter** comment.  
Short description giving a reason why the operating status has been changed.
7. **Enter** detail.  
Larger input field for the option to describe the reason for the change in more detail.
8. Save.

Editable configurations via the edit icon:

**Table 1: Configurations that can be called up and edited via the edit icon**

Parameters	Description
<b>Configuration of correction search</b>	Selection of parameters that should be available in the search field
<b>Column configuration correction</b>	Selection of columns that should be available in the table of the display field
<b>Configuration of production table columns</b>	Selection of columns that should be available in the production table
<b>Configure search options</b>	<ul style="list-style-type: none"> <li>— Hide durations less than 1 second Hides operating states that are present for less than one second</li> <li>— Correct different operating states Allows the correction of different operating states. If more than one line is selected, only similar operating states can be corrected.</li> <li>— Maximum selectable days Limits the maximum number of days to be displayed</li> <li>— Number of days in the search time range Limits the number of days to be considered in the search period</li> <li>— Abort search if result set is greater than Aborts the search if the result exceeds a certain number of lines</li> </ul>
<b>Correction configuration</b>	<ul style="list-style-type: none"> <li>— Select mode for state correction Determines the mode of correction, for example if a status detail tree should be included</li> <li>— Status detail level of coding tool Sets the detail level for tools</li> <li>— Show ticketing field "Detail" Shows or hides the detail field when corrections are made (see step 6 in "Change operating state" above).</li> <li>— Ticket comment Determines if the remark field for corrections is a mandatory field (see step 5 for Change operating state above), or if a default text should be displayed (see next point).</li> <li>— Ticket standard comment Editable text field for a default text to be displayed during corrections</li> <li>— Current state changeable Determines if the correction should also be allowed at the currently existing operating state .</li> </ul>

## Operating state manual workplace

**Path:** Corrections > Operating state manual workplace

Change Operating State

Workplace

ManualSeq-20016

Timezone

(+01:00) Europe/Berlin

Order-Split/Operation-Split

MWS-91194538255-0/001-0

Material Number (Order)

M-15223675 (Manuelle Arbeitsplätze mit serieller Prozessierung)

From

May 7, 2021, 12:10:14 PM

To

May 7, 2021, 1:10:03 PM

Duration

00:59:48

Correction Environment

From	To	Duration	Timezone	Abbreviation	Operating State	Comment
07.05.2021, 13:10:03		00:00:00	(+01:00) Europe/	-	Nicht angemeldet	
07.05.2021, 12:10:14	07.05.2021, 13:10:03	00:59:48	(+01:00) Europe/	250	Fehlendes Persor	
07.05.2021, 12:10:02	07.05.2021, 12:10:14	00:00:11	(+01:00) Europe/	000	Produktion	

Operating State Correction

Category

Downtimes

Downtimes

Operating state

250 - Fehlendes Personal

250 - Fehlendes Personal

Comment

Default

**Fig. 5: Changing an operating state on a manual workplace**

### To change an operating state:

- Right-click on the desired line in the display field and click on **Change operating state** in the context menu.
  - The view changes to the edit mask.

The top part **Change operating state** displays all operating state data:

  - Malfunction environment:
    - Time range of the selected operating state
- Select desired **category** in the **operating state correction** area.
 

The drop-down menu lists all categories that can replace the current category.
- Select desired **operating state** to overwrite current one.
- Enter** comment.
 

Short text describing the reason why the operating state was changed
- Save.

**To split an operating state:**

1. Right-click on desired line in display field and click on **Split operating state** in the context menu.
  - The view changes to the edit mask.  
The top part **Split operating state** displays all the data of the operating state:
    - Malfunction environment:  
Time range of the selected operating state
2. Select the time from which the operation is to be split in the **Operating state correction** area using the slider.
3. Select desired **category**.  
The drop-down menu lists all categories that can replace the current category.
4. Select desired **operating state** that is to be present starting from the selected time period.
5. **Enter** comment.  
Short text describing the reason why the operating state was changed
6. Save.

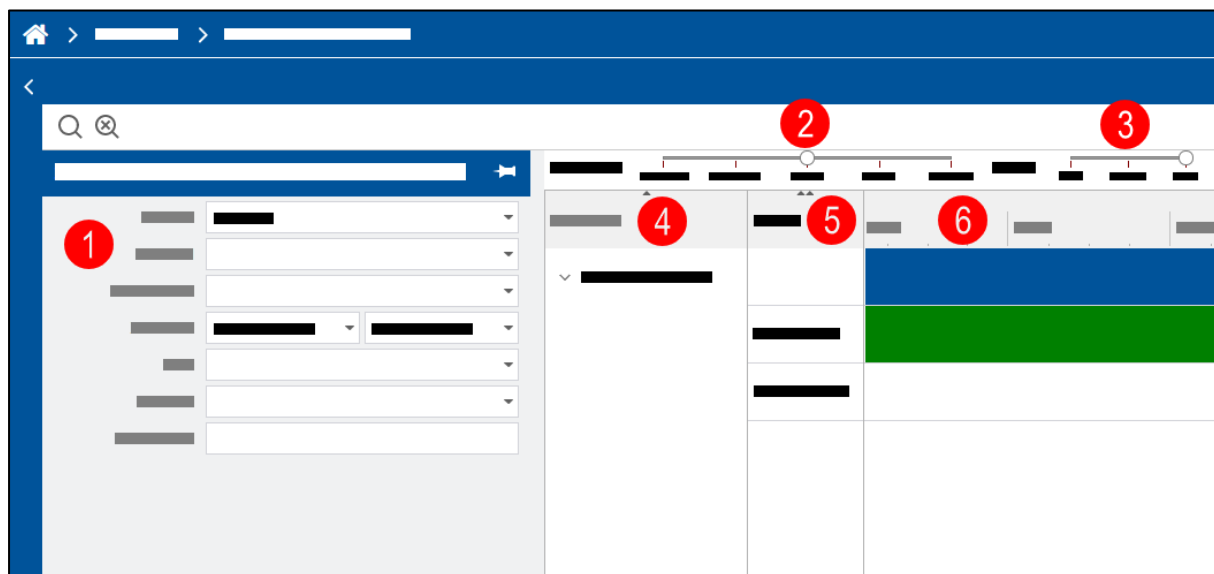
## Chapter 4 Operations

### Operation related times

**Path:** Corrections > Operation-related times

Infor Forcam MES allows subsequent correction of operation-related times. The following changes can be made:

- Correct the phase interval of an operation
- Divide phase interval (split)
- Add a personnel time to an operation phase
- Edit or delete personnel time

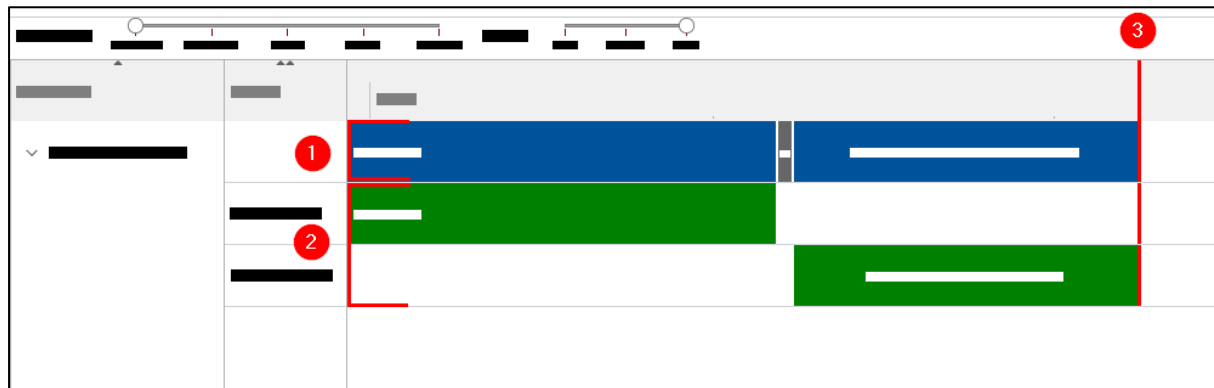


**Fig. 6: Correction mask for operation-related times**

- (1) Search field with parameters for narrowing down a worker or operation
- (2) Determines the granularity of the displayed time in the timeline below it
- (3) Determines the line height in the timeline
- (4) Display of operations with the following information:  
Order number/Order split/Operation number/Operation split
- (5) Display of persons who were/are logged on to the specific order or operation
- (6) Display of operations in the form of bars in a time axis (see below)



## Reading and function of the timeline



**Fig. 7: Reading and function of the timeline**

- (1) Specifies the operation phase for a corresponding time period
- (2) Indicates which phase of the operation was active for each person during the time they were logged in
- (3) Current time

### To correct the phase interval of an operation:

7. Right-click on desired operation and click **Correct- operation phase- interval** in the context menu.
8. In the next dialog, select the interval to be corrected under **Correctable operation phase intervals**.
9. In the area below, select a new **period** to be adopted for the specified phase.
10. Save.

### To split a phase interval:

11. Right-click on desired operation and click **Split- operation phase- interval** in the context menu.
12. In the next dialog, select the interval to be corrected under **Correctable operation phase intervals**.
13. Select the time from which the operation is to be split in the area below using the slider.
14. or, if necessary Specify split time more precisely in the drop-down menu.
15. Save.

### To add a personnel time to an operation phase:

16. Right-click on the desired operation and click **Add personnel time** in the context menu.
17. In the subsequent dialog, select a person to be booked for the operation in the drop-down menu under **Personnel**.
18. Select the start and target end time for which the person is to be booked.
19. Save.

## Operation end/interrupted

**Path:** Correction > Operation end/interrupted

Running operations can be aborted. This will change the status from **Finish** to **Aborted** to **Restart**.

### To abort an operation:

20. Right-click on the desired line in the display field.
  21. Click **Change operation** in the context menu.
- The status changes from **Finish** to **Aborted** to **Restart**.

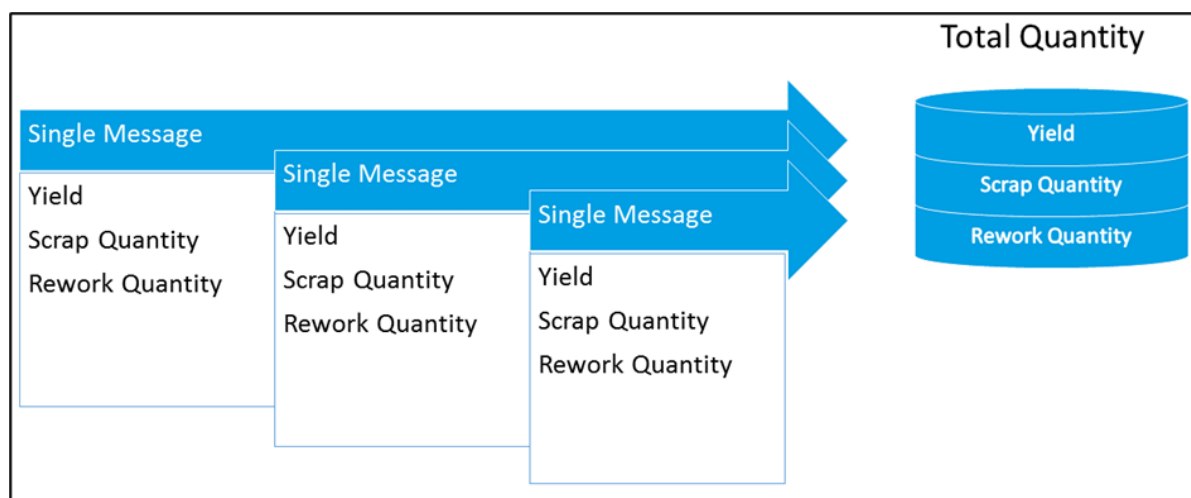
Editable configurations via the edit icon:

**Table 2: Configurations that can be called up and edited via the edit icon**

Parameters	Description
Configuration of correction search	Selection of parameters that should be available in the search field
Column configuration correction	Selection of columns that should be available in the table of the display field
Configure search options	<ul style="list-style-type: none"><li>— Maximum selectable days Limits the maximum number of days to be displayed</li><li>— Maximum selectable days without workplace/operation Limits the maximum number of days to be displayed, without displaying a workplace or operation</li></ul>

## Chapter 5 Quantities

The quantities booked during the production process as quantity bookings on an operation can be corrected subsequently. All quantity bookings received on an operation can be changed as a whole. It is also possible to change individual quantity bookings (explicit message event) of an operation.



**Fig. 8: Ratio of individual bookings to total quantity**

The displayed quantity of an operation always describes the total quantity that occurred during the processing time. A total quantity is described from the defined quality types and is composed of yield, scrap and rework quantity. The yield, scrap and rework quantities of the total quantity of an operation are the sum of the quantities from the single bookings, respectively.

The quantities of the total quantity can be changed under **Total quantities**. Under **Single quantities** it is possible to change the respective quantities of the single bookings. The total quantity is then adjusted accordingly.

## Total quantities

**Path:** Corrections > Total quantities

All quantity bookings of an operation can be changed as a whole. The displayed quantities are the sum of all quantities of the selected operation. If a quantity is changed, the total quantity changes by the same number. The changes to the single events are carried out in a background process automatically. The user cannot use this correction mechanism to influence at which time periods and single quantity events the quantity corrections are made.

### To change the yield quantity:

22. Right-click in desired line and click **Edit** in the context menu.
23. In the **yield or total quantity** section, select the option **Change yield quantity**.
  - ➔ The input field next to **yield** becomes editable.
24. Enter the desired value in the input field next to **yield**.
- ➔ The total quantity changes by the value that the yield was changed by.
25. Save.

Total/Yield	
Total Quantity	1.653 <input type="radio"/> Change Total Quantity
Yield	<input type="text" value="1.653"/> <input checked="" type="radio"/> Change Yield

**Fig. 9: Change yield quantity**

Scrap and rework quantities can also be changed. It is also possible to change the reason for scrap/rework, or to enter another reason. If the scrap or rework quantity is increased, or a reason with an additional quantity is added, the total quantity increases by that number.

Rework	
+	
Rework	Quality Detail Rework
9	Surface
14	Geometry

**Fig. 10: Change rework quantity**

**To change a scrap or rework quantity:**

26. Right-click in desired line and click **Edit** in the context menu.
27. Select desired quantity in the **Scrap** or **Rework** area.
28. Edit quantity directly in the cell.
- The total quantity changes by the value that this quantity was changed by.
29. or, if necessary select another reason after desired quantity in the drop-down menu.
30. Save.

**To add a scrap or rework reason:**

31. Right-click on the desired report and click **Edit** in the context menu.
32. In the **Scrap** or **Rework** section, click the Add icon.
33. Enter the desired quantity
- The total quantity increases by this value.
34. Select desired reason in drop-down menu.
35. Save.

Editable configurations via the edit icon:

**Table 3: Configurations that can be called up and edited via the edit icon**

Parameters	Description
<b>Configuration of correction search</b>	Selection of parameters that should be available in the search field
<b>Column configuration correction</b>	Selection of columns that should be available in the table of the display field
<b>Configure search options</b>	<ul style="list-style-type: none"> <li>— Maximum selectable days Limits the maximum number of days to be displayed</li> <li>— Decimals for quantities Allows decimals for quantities</li> <li>— Operationfilter SQL statement Allows entering an SQL statement to search for operations</li> </ul>

## Single quantities

**Path:** Corrections > Single quantities

All quantity bookings of an operation can be changed individually. The quantities displayed are individual quantity bookings for operations of the selected workplace. Every change affects only the selected booking event. The total quantity from Fig. 12 applies only to the single booking.

Search Results

Workplace Name 90270

	Workplace	Current Time	Order	Operatic	Material No.	Yield	Scrap	Rework
▶	90270	May 12, 2021, 9:55:20	1001000108	0010	M-15223675	1,630	0	23
	90270	May 7, 2021, 8:08:56	1001000103	0010	M-15223675	3	2	1
	90270	May 12, 2021, 8:00:37	1001000107	0010	M-15223675	11	0	4

**Fig. 11: Single quantity bookings for each operation**

**To change the total quantity of the single booking:**

1. Right-click in desired line and click **Edit** in the context menu.
2. In the **yield or total quantity** section, select the option field **Change total quantity**.
- The input field next to **Total quantity** becomes editable.
3. Enter the desired value in the input field next to **Total quantity**.
4. Save.

Total/Yield	
Total Quantity	<input type="text" value="1.653"/> <input checked="" type="radio"/> Change Total Quantity
Yield	<input type="text" value="1.630"/> <input type="radio"/> Change Yield

**Fig. 12: Change total quantity**

**To change the yield quantity:**

1. Right-click in desired line and click **Edit** in the context menu.
2. In the **yield or total quantity** section, select the option **Change yield quantity**.
- The input field next to **yield** becomes editable.
3. Enter the desired value in the input field next to **yield**.
- The total quantity changes by the value that the yield was changed by.
4. Save.

Scrap and rework quantities can also be changed (see Fig. 10). It is also possible to change the reason for scrap/rework or enter another reason. If the scrap or rework quantity is increased, or a reason with an additional quantity is added, the total quantity increases by that number.

The change of the single quantity bookings does not influence the yield. Changing the scrap or rework quantity only increases/decreases the total quantity of the respective quantity booking.

**Fig. 13: The increase of the scrap quantity increases the total quantity**

**To change a scrap or rework quantity:**

1. Right-click in desired line and click **Edit** in the context menu.
2. Select desired quantity in the **Scrap** or **Rework** area.
3. Edit quantity directly in the cell.
- The total quantity changes by the value that this quantity was changed by.
4. or, if necessary select another reason after desired quantity in the drop-down menu.
5. Save.

**To add a scrap or rework reason:**

1. Right-click in desired line and click **Edit** in the context menu.
2. In the **Scrap** or **Rework** section, click the **Add** icon .
3. Enter the desired quantity
- The total quantity increases by this value.
4. Select the desired reason in the drop-down menu .
5. Save.

Editable configurations via the edit icon:

**Table 4: Configurations that can be called up and edited via the edit icon**

Parameters	Description
<b>Configuration of correction search</b>	Selection of parameters that should be available in the search field
<b>Column configuration correction</b>	Selection of columns that should be available in the table of the display field
<b>Configure search options</b>	<ul style="list-style-type: none"><li>— Maximum selectable days Limits the maximum number of days to be displayed</li><li>— Decimals for quantities Allows decimals for quantities</li></ul>



## Chapter 6 Shifts

**Path:** Corrections > Shifts


Shift weeks can be changed after they have been created. Shifts can be subsequently inserted into existing shift weeks.

Shifts can be corrected as follows:

- Change shift:  
Edit times of the selected shift
- Insert shift:  
Enter new shift with desired times
- Delete shift:  
Delete the selected shift
- Delete all shifts:  
Delete all shifts of a day

### To change a shift:

6. Right-click on desired layer in the search results and click **Edit shift**.
7. Make desired changes in the **Edit shift** field (see Fig. 14) and save.

 A shift can only be changed if it is in the future or past. It is not possible to change a currently running shift.

### Edit

Shift Type T

Time Range 5/9/21, 10:00 PM -> 5/10/21, 10:00 PM

Start Time 05/09/21 22:00

End Time 05/10/21 06:00

- +


Break Start	Break End
<span>05/10/21 01:30</span>	<span>05/10/21 02:00</span>

OK Cancel

**Fig. 14: Editing a shift**

**To add a shift:**

8. Right-click the desired field in the search results and click **Insert shift** in the context menu.
9. Enter the desired times.
10. Save.

 If the times of a newly created shift are already in a shift of this day, the existing shift will be overwritten by the new one.

**To delete a shift or all shifts of a day:**

1. Right-click on the desired field in the search results
  2. Click **Delete shift** in the context menu.
- The selected shift will be deleted.

or

Click **Delete all shifts** in the context menu.

- All shifts of the selected day are deleted.

Editable configurations via the edit icon:

**Table 5: Configurations that can be called up and edited via the edit icon**

Parameters	Description
Configuration of correction search	Selection of parameters that should be available in the search field
Configure search options	<ul style="list-style-type: none"><li>— Show free shifts by default</li></ul> Determines if free shifts (times when no shift exists) are to be displayed by default

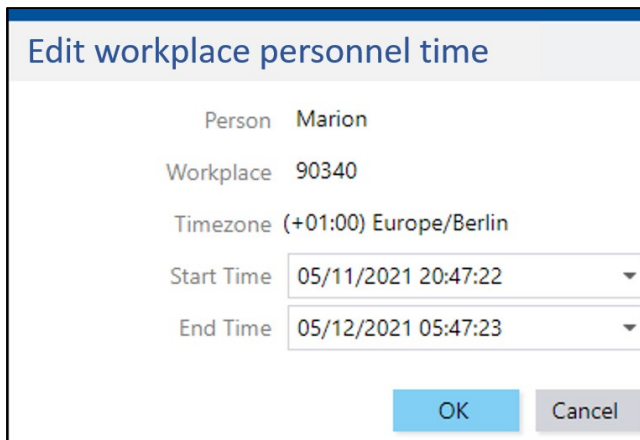
## Chapter 7 Personnel times

### Workplace personnel time

**Path:** Corrections > Workplace personnel time

In the workplace personnel time the times of individual persons per workplace are listed. Personnel times can be corrected as follows:

- Add personnel time  
Adds a new personnel time with an existing person along with a workplace and start/end time.
- Edit personnel time  
Edits start/end time of a personnel time. Only the personnel time of a person who is not logged in can be edited.
- Remove personnel time  
Permanently removes a personnel time. Only the personnel time of an unassigned person can be removed.



The screenshot shows a dialog box titled "Edit workplace personnel time". It contains the following fields and values:

Field	Value
Person	Marion
Workplace	90340
Timezone	(+01:00) Europe/Berlin
Start Time	05/11/2021 20:47:22
End Time	05/12/2021 05:47:23

At the bottom right, there are two buttons: "OK" (highlighted in blue) and "Cancel" (greyed out).

**Fig. 15: Edit a workplace personnel time**

#### To add a personnel time:

11. Right-click in desired line or in a free area and click **Add** in the context menu.
  12. In the subsequent dialog, select and confirm the personnel time data as needed.
  13. Save.
- ➔ The newly added personnel time appears in the display field in the lowest position.

**To edit the personnel time:**

14. Right-click in desired line and click **Edit** in the context menu.
15. In the subsequent dialog change start and end time as desired and confirm.
16. Save.

Editable configurations via the edit icon:

**Table 6: Configurations that can be called up and edited via the edit icon**

Parameters	Description
<b>Configuration of correction search</b>	Selection of parameters that should be available in the search field
<b>Column configuration correction</b>	Selection of columns that should be available in the table of the display field
<b>Configure search options</b>	<ul style="list-style-type: none"> <li>— Number of days in the search time range Determines the number of days to be included in the search</li> <li>— Abort search if result set is greater than Aborts the search if the result exceeds a certain number of lines</li> </ul>

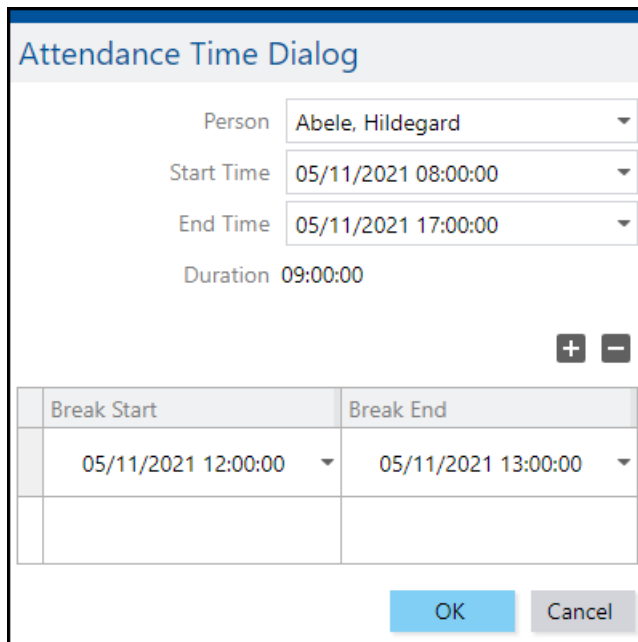
## Attendance times

**Path:** Corrections > Attendance times

The attendance times of all users are listed here for a selected time period. Within the correction, the persons themselves can add or change the beginning and end of their attendance and pauses.

Attendance times can be corrected as follows:

- Add attendance time  
Adds a new attendance time for an existing person together with start/end time and breaks, if any.
- Edit attendance time  
Changes the person, start/end time and pauses (if any) of an attendance time.
- Remove attendance time  
Removes an attendance permanently.



The screenshot shows the 'Attendance Time Dialog' window. It contains the following fields and controls:

- Person:** A dropdown menu with 'Abele, Hildegard' selected.
- Start Time:** A dropdown menu with '05/11/2021 08:00:00' selected.
- End Time:** A dropdown menu with '05/11/2021 17:00:00' selected.
- Duration:** A text field showing '09:00:00'.
- Buttons:** A '+' button and a '-' button are located below the duration field.
- Break Table:** A table with two columns: 'Break Start' and 'Break End'.
 

Break Start	Break End
05/11/2021 12:00:00	05/11/2021 13:00:00
- Buttons:** 'OK' and 'Cancel' buttons are at the bottom right.

**Fig. 16: Editing an attendance time**

**To add an attendance time:**

17. Right-click in desired line or in a free area and click **Add** in the context menu.
  18. In the subsequent dialog, select and confirm the attendance time data as desired.
  19. Save.
- The newly added attendance appears at the bottom of the display field.

**To edit an attendance time:**

20. Right-click in desired line and click **Edit** in the context menu.
21. In the subsequent dialog, change the personnel, start and end times and, if necessary, pauses as desired and confirm.
22. Save.

Editable configurations via the edit icon:

**Table 7: Configurations that can be called up and edited via the edit icon**

Parameters	Description
<b>Configuration of correction search</b>	Selection of parameters that should be available in the search field
<b>Column configuration correction</b>	Selection of columns that should be available in the table of the display field

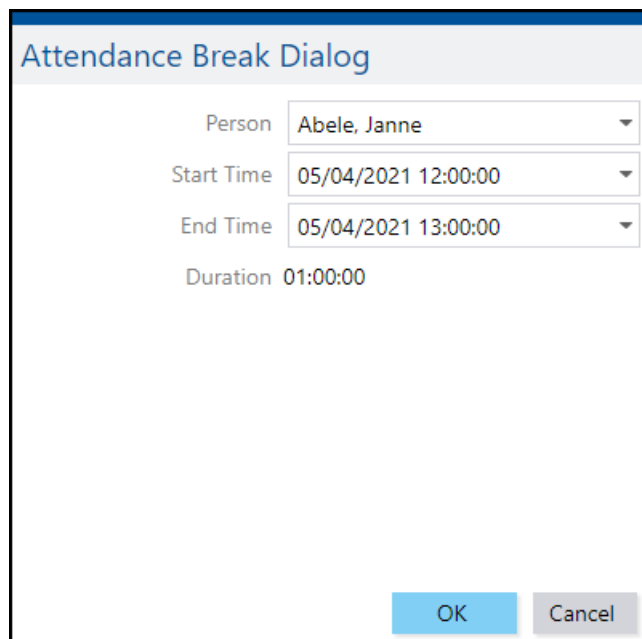
Parameters	Description
<b>Configure search options</b>	<ul style="list-style-type: none"> <li>Maximum selectable days in the search time range Limits the maximum number of days to be displayed</li> <li>Preset number of days in the search periods "From" and "To" Determines the interval of days to be predefined by default in the search field</li> <li>Abort search if result set is greater than Aborts the search if the result exceeds a certain number of lines</li> </ul>

## Attendance break

**Path:** Corrections > Attendance break

When correcting attendance breaks, it is possible to subsequently edit breaks in previous attendance times. The following corrections are possible:

- Insert attendance break  
Inserts a pause in the existing attendance time of a person
- Edit attendance break  
Edits the break in the attendance time
- Delete attendance break  
Deletes the break



The screenshot shows the 'Attendance Break Dialog' window. It contains the following fields and controls:

- Person:** A dropdown menu with 'Abele, Janne' selected.
- Start Time:** A date and time field showing '05/04/2021 12:00:00'.
- End Time:** A date and time field showing '05/04/2021 13:00:00'.
- Duration:** A text field showing '01:00:00'.
- Buttons:** 'OK' and 'Cancel' buttons at the bottom right.

**Fig. 17: Editing an attendance break**

**To add an attendance break:**

1. Right-click in desired line or in a free area and click **Insert attendance break** in the context menu.
  2. In the subsequent dialog, select and confirm the attendance break data as desired.
  3. Save.
- The newly added break appears at the bottom of the display field.

**To edit an attendance break:**

1. Right-click in desired line and click **Edit attendance break** in the context menu.
2. In the subsequent dialog, change personnel and start or end time as desired and confirm.
3. Save.

Editable configurations via the edit icon:

**Table 8: Configurations that can be called up and edited via the edit icon**

Parameters	Description
<b>Configuration of correction search</b>	Selection of parameters that should be available in the search field
<b>Column configuration correction</b>	Selection of columns that should be available in the table of the display field
<b>Configure search options</b>	<ul style="list-style-type: none"><li>— Maximum selectable days in the search time range Limits the maximum number of days to be displayed</li><li>— Preset number of days in the search periods "From" and "To" Determines the interval of days to be predefined by default in the search field</li><li>— Abort search if result set is greater than Aborts the search if the result exceeds a certain number of lines</li></ul>



## Chapter 8 Overhead cost times

**Path:** Corrections > Overhead cost times

When overhead costs are being corrected, personnel registers and unregisters can be corrected on an overhead cost collector. Thereby a distinction is made between the overhead cost center and internal orders.

The following restrictions apply to the correction of overhead cost times:

- Overhead costs are done as account bookings, so only the active month can be corrected.
- It is not possible to make any corrections after the end of the month.
- The period of the validity of overhead cost collectors (if any) must be considered.
- Inactive overhead cost centers or internal orders cannot be corrected.
- The user is responsible for the correction, as in all correction processes.

The following corrections are possible:

- Add overhead cost times
- Edit overhead cost times
- Remove overhead cost times

Add	
Overhead Cost Collector Type	Cost Center Booking
Personnel	
Overhead Cost ERP Key	
Cost Center	
Time Range	05/12/2021 07:06:35 05/12/2021 07:06:35
Duration	00:00:00
Execution Cost Center	
Charged Cost Center	

**Fig. 18: Adding an overhead cost time****To add an overhead cost time:**

1. Right-click in desired line or in a free area and click **Add** in the context menu.
2. In the subsequent dialog, select an **overhead cost collector type**.
3. **Select personnel** whose overhead cost time is to be recorded.
4. **Select** overhead costs ERP key.
5. **Select order number** (for internal order) or **cost center** (for cost center).
6. **Select time period** to be registered as overhead cost time.
7. or, if necessary enter the cost center to be **executed** and **debited**.
8. Save.

**To edit an overhead cost time:**

1. Right-click in desired line and click **Edit** in the context menu.
2. In the subsequent dialog, change the overhead cost time data as desired.
3. Save.

Editable configurations via the edit icon:

**Table 9: Configurations that can be called up and edited via the edit icon**

Parameters	Description
<b>Configuration of search filters</b>	Selection of parameters that should be available in the search field
<b>Configuration of the results table</b>	Selection of columns that should be available in the table of the display field
<b>Configuration of production table columns</b>	Selection of columns that should be available in the table of the display field
<b>Configure search options</b>	<ul style="list-style-type: none"> <li>— Number of days in the search time range Limits the number of days to be considered in the search period</li> <li>— Abort search if result set is greater than Aborts the search if the result exceeds a certain number of lines</li> </ul>

## Chapter 9 Stroke correction

**Path:** Corrections > Stroke correction

The **stroke correction** specifies the stroke notification for the entire operation. There are two scenarios for the stroke correction:

- Positive strokes:  
The last stroke message increments by the corresponding difference.
- Negative strokes:  
The last stroke quantity message is corrected first, then the second, and so on.

Strokes can be corrected as follows:

- Change strokes:  
Change the strokes of a selected workplace
- Delete strokes:  
Delete the selected strokes

### To correct a stroke:

1. Edit the quantity directly in the cell in the search results of the **strokes** column.
2. Save.

### To delete a stroke:

1. In the search results, for the **strokes** column, remove the quantity in the cell or set the value to 0.
2. Save.

**Table 10: Configurations that can be called up and edited via the edit icon**

Parameters	Description
<b>Configuration of correction search</b>	Selection of parameters that should be available in the search field
<b>Column configuration correction</b>	Selection of columns that should be available in the table of the display field
<b>Configure search options</b>	<ul style="list-style-type: none"> <li>— Maximum selectable days Limits the maximum number of days to be displayed</li> <li>— Number of decimals Determines how many decimals strokes may have</li> </ul>

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## Appendix A

### Document conventions

**Table 11: Fonts, formatting and characters used**

Conventions	Description
<b>Boldface</b>	Buttons and options names are written in boldface.
<b>Path</b>	Each specified <b>Path</b> is related to the Workbench module of Infor Forcam MES.
<b>Values/Quantities</b>	Values/quantities that are not specified in more detail (e.g. by additions such as target/actual) apply to recorded data.
<b>Icons</b>	For a function that is represented by an icon, the icon is referenced as the object.
<b>Alternative action step</b>	Alternative action steps are separated by <b>or</b> .
<b>Action result</b>	Action results are indicated by ➔.
<b>Notes</b>	Notes are indicated by ⓘ.

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