

# **MRO, CRS, FBO, and Fleet Maintenance Operations**



**[www.AvProSoftware.com](http://www.AvProSoftware.com)**

**Wellington, Florida, USA  
(561) 792-1477**

# An Integrated, Easy-to-Use Suite of Application Modules



✓ Inventory Control

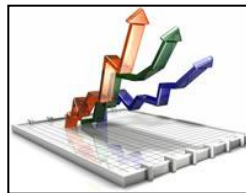
✓ **Work Order Management**

✓ Maintenance Management

✓ Manufacturing / Repair Ops.

✓ Asset Tracking

✓ Full Accounting





# Work Order Management

- ✓ Work Order Quotes, Work Estimates, & Scheduling
- ✓ Maintain Task Cards & Task Activity Templates
- ✓ Track Mechanics Time, Parts On/Off, Labor Costs & WIP
- ✓ Employee Time Clock Management (Punch In/Out)
- ✓ Work Order Related Document Management
- ✓ Mechanics Parts Requisitions
- ✓ Seamless Integration with Inventory
- ✓ Barcode Enabled Parts Usage

**Work Order Management Console**

**Customer:** 000305    Search    Clear Selections    New Customer    Edit / Del. Cust.    History / Invoices    Parts Quotes/SO    **Location:** 001-AAA MAIN HQ

(Blank for ALL) E-mail AAA NEW CUSTOMER    Ph#:    Fax:    Cust. Documents    Show W/O Type: QUOTE

Aircraft/Serial ID: N / A    New Aircraft    Edit Aircraft    Weights & Bal.    Search for: W/O#    Dates // thru    Show: Meas

Manage Requests    Manage Parts    PO Cart    Refresh Every 2 Minutes    Refresh Screen

W/O No.	Aircraft ID	W/O Date	Completed	Work Requested (DBL-CLICK to Edit)	Customer	Cust PO/RO#	Serial No.	Mechanic	Inspector

Quickly set up new customers or find existing customer records  
 Make multiple work order types (quotes, lost, w.o., squawk)  
 Assign customer air frames or parts/serial#  
 Manage tasks, tools, mechanics, inspectors, documents & parts

**Tasks -** Import W/O    Export Tasks    Change W/O Cust.    W/O Print / Email Options    Invoice W/O    W/O Documents    Tools Used    Add New Task    Edit Task Card

Task#	Started	Completed	Discrepancy /Description (F4/Dbl-Click)	Interim / Inspection (F4/Dbl-Click)	Corrective Action (F4/Dbl-Click)	Mechanic	Ref/Sqk#	Type	Part

WO Part/Serial# Repair History    **New Entry**    New Squawk    Edit WO    Void W/O    Work Request    Copy to New    Work Estimate    **Exit**    W/O Schedule

# Work Order Maintenance

**Maintain Work Orders / Squawks**

**Customer:** ACCURATE ENGINEERING **Ph#:** 805-486-1600 **Aircraft ID:** N80G **N80G BEECHCRAFT HONEY BEE S12345**

**W/O No.:** 010024 **W/O Type:**  **Order Date:** 03/28/2007 **Squawk/Ref. #** 1111111111111111

**Mfr. Part#**  **Serial No.:**  (Required for Packing Slip) **Generated from Task No.:**  ☐ Omit CRS# on W/O ?

**Description:**  **ATA / CMM#**   **Entered by User:** DSS

**Mfr.:**  **Cust. PO/RO No.:**  **Cust. Loc. Ref.:** RAMP **Tax Code:** 6.000% 01-FL Sales Tax

**Requested By:**  **Mechanic:**   **Inspector:**  **Invoice Sell Price:** 0.00 **Enter Advance/Deposits** **Advance \$** 0.00

**Work Description -**     **Schedule In -** **#Days:**  **Deferral Due/Needed**

CUSTOMER REQUESTS....OIL CHANGE  
USE 10-40

**Load Work Req. From W/O#**

**Task Cards**

Task#	Started On	Completed On	Discrepancy/Descrip. (F4/Dbl-Click)	Interim/Inspect. (F4/Dbl-Click)	Mechanic	Corr. Action (F4/Dbl-Click)	Rtl	Sqr/Ref. #
001	03/07/2012	03/07/2012 13:5	TAIL LIGHT OUT	AAA DFGSDFGDF	FRED	BBB DFGSDGDFG DFGDB	N	45345
003	01/17/2007	// : :	CRACKED WINDSHIELD		GERF	FGHFGHHFGGH	N	*FROM#0
004	03/01/2007	04/30/2007 00:0	OIL DIRTY		GERF	CHANGE IT!	N	*FROM#0

**Add From W/O Task#**

**Total Parts:** Cost\$ = \$1,028.29 Sell\$ = \$1,496.00  
**Total Labor:** Cost\$ = \$1,279.60 Sell\$ = \$2,742.00

**Buttons:** Add New Task, Edit Task Card, Delete Task, Documents, Print Blank, Task Card, Log Book Page, FAA Form 8130, Serviceable Tag

# Work Order Management Console

**Work Order Management Console**

Customer: 000228 **Search** **New Customer** **Edit/Del. Cust.** **History/Invoices** Location: 001-ABC FLIGHT OPERATIONS, INC

(Leave Blank for ALL) ACCURATE ENGINEERING Ph#: 805-486-1600 Fax: 805-385-3100 Show W/O Type: RECUR-AD

Aircraft/Serial ID: N80G E **New Aircraft** **Edit Aircraft** Search for: W/O# Show: ☒ Mechanic ☐ Inspector

Clear Selections N80G BEECHCRAFT HONEY BEE S12345 Show Deferrals Due-By: / / Show W/O's Which Are: ☒ Open ☐ Closed ☐ All ☐ Void ☐ Uninvoiced

W/O's / Squawks- (RED = NO Mechanic Assigned)

W/O No.	Aircraft ID	W/O Date	Completed	Work Requested (DBL-CLICK to Edit)	Customer	Cust PO/RO#	Serial No.	Part No.	Description	Mecha
010105	N80G	03/02/2012 / /		CRACKED WINDSHIELD	ACCURATE EN					

**Create, and Manage Vendor Purchases for any Work Order**

Task Cards - **Import** **Change W/O Cust.** **W/O Print/Email Options** **Log Pages (All Tasks)** **Comments** **Edit Task Card**

Task#	Started	Completed	Discrepancy /Description (F4/DbI-Click)	Interim / Inspection (F4/DbI-Click)	Corrective	Mechanic	Ref/Sqk#
001	03/02/2012 / /		CRACKED WINDSHIELD				

**Part/Serial# Repair History** **New W/O** **New Squawk** **Edit W/O** **Void W/O** **Work Request** **Copy to New** **Work Estimate** **Exit** **Make PO's** **Edit/Print PO's**

[illegible]

# Work Order Print Formats

[illegible]



# Work Order Management Console

**Work Order Management Console**

Customer: **000228** **Search** **New Customer** **Edit/Del. Cust.** **History/Invoices** Location: **001-ABC FLIGHT OPERATIONS, INC**

(Leave Blank for ALL) **ACCURATE ENGINEERING** **Ph#:** **805-486-1600** **Fax:** **805-385-3100** **Show W/O Type:** **RECUR-AD**

**Aircraft/Serial ID:** **N80G** **E** **New Aircraft** **Edit Aircraft** **Search for:** **W/O#** **Show Deferrals Due-By:** **/ /**

**Clear Selections** **N80G BEECHCRAFT HONEY BEE S12345** **Show:** ☒ **Mechanic** ☐ **Inspector** **Show W/O'S Which Are:** ☒ **Open** ☐ **Closed** ☐ **All** ☐ **Void** ☐ **Uninvoiced**

**WO'S / Squawks-** **(RED = NO Mechanic Assigned)**

W/O No.	Aircraft ID	W/O Date	Completed	Work Requested (DBL-CLICK to Edit)	Customer	Cust PO/RO#	Serial No.	Part No.	Description	Mecha
010105	N80G	03/02/2012	/ /	CRACKED WINDSHIELD	ACCURATE EN					

**Click Here to Manage Work Order Related Documents (e.g. Videos, .PDF, .XLS, .JPEG)**

**Task Cards -** **Import** **Change W/O Cust.** **W/O Print/Email Options** **Log Pages (All Tasks)** **Invoice** **W/O Documents** **Edit Task Card**

Task#	Started	Completed	Discrepancy/Description (F4/DbI-Click)	Interim / Inspection (F4/DbI-Click)	Corrective Action (F4/DbI-Click)	Mechanic	Ref/Sqk#
001	03/02/2012	/ /	CRACKED WINDSHIELD				

**Part/Serial# Repair History** **New W/O** **New Squawk** **Edit WO** **Void W/O** **Work Request** **Copy to New** **Work Estimate** **Exit** **Make PO's** **Edit/Print PO's**

# Work Order Maintenance

[illegible]

# Barcode Enabled Time and Task Management

Employee Punch IN / OUT

Monday, March 10, 2014 11:49:15

Location: 001-ABC FLIGHT OPERATIONS

Scan Employee ID:  SCAN OR ENTER EMPLOYEE ID

Non-Task (Payroll) Status -

Currently:

W/O Task Status -

Currently:

Scan Task Card:  W/O No.:  Task No.:

Discrepancy:

Customer:

Aircraft ID:

Work Notes:

Task Card is: ☒ In-Complete ☐ Completed

v. 10/29/2013

Manage Payroll and/or WO Task Times / Status

# Task Card Detail Maintenance

**Work Order Task Card**

**W/O Task Card** **Parts On / Off / Used**

W/O No.: 010024 Task No.: 001 Customer: ACCURATE ENGINEERING Ph#: 805-488-600 Task Type: ☒ Routine ☐ Non-Routine

Aircraft ID: N80G N80G BEECHCRAFT HONEY BEE S12345 A/C Hours: 5555.0 A/C Cycles: 6666

Log/Eng1 S/N: Log Descip. Eng1/Tach Hrs: 0.0 Cyc: 0 Gen 130-Type/Status: 0

Eng 2 S/N: Eng 2 Part# Eng. 2 Hrs: 0.0 Cyc: 0

SQK/Ref No.: 45345 Removed: / / : : Started: 03/07/2012 13:47:2

Completed: 03/07/2012 13:51:1

Log Page: 55

Inspector: LARRY

Mechanic: FRED

Outside Labor = 0.00

Outside Parts = 0.00

Budget Hrs.: 0.00

Budget Parts: 0.00

Enter By: DSS

Date-In: 03/28/2007 1

Last Edit: 03/09/2012 0

Last User: DSS

**Discrepancy / Description -** Template # View Kit/BOM New/Edit

Expand Select Work Items

TAIL LIGHT OUT  
DGDGDSDFGDF

**Interim / Inspection Notes -**

Expand Select Std. Items

AAA DFGSDFGDF  
INSPECT BATTERY

**Corrective Action (Form 8130 Remarks)-**

Expand Select Std. Items

BBB DFGSDGDFG DFGBDFGDFG

**Labor Times -**

Work Date	Hrs. (F4 to calc)	Mechanic	Work Completed (F4/DbI-Click)	Code	Type	Sell Rate	Sell Hrs.	Started	Ended	Cost Rat
02/02/2012	2.50	FRED		MC	ST	75.00	2.50	02/02/2012	02/02/2012	35.00
02/02/2012	5.00	FRED		MC	ST	75.00	5.00	02/02/2012	02/02/2012	35.00
02/02/2012	6.00	FRED		MC	ST	75.00	6.00	02/02/2012	02/02/2012	35.00

Add New Line

Delete Line

Load Engines, Hrs/Cyc

Update A/C Master

Update All Tasks

Save

Exit

Make PO's

Edit/Print PO's

**Total Labor:** Cost\$ = \$1,279.60

Sell\$ = \$2,742.00

**Manage Parts Used on Each Task**

# Track Parts Used on The Work Order

**Work Order Task Card**

W/O Task Card

Parts On / Off / Used

W/O No.: 010024    Task No.: 001    Customer: ACCURATE ENGINEERING    Ph#: 805-486-1600

Aircraft ID: N80G    N80G BEECHCRAFT HONEY BEE S12345    Cust. Type 2    Markup % 10.0

Parts ON / OFF -

(DbI-Click for Notes)

Draw Inventory

Add Non-Invty Part

Add Blank Line

OFF S/N	OFF Part#	ON Ser/Lot #	ON Part No.	Date Done	Part Description	Reason / Notes	Batch/Model #	Removed By	Installed By	Insp. By	Qty. On	Qty. Off	Markup%	Sell Ea.	Txbi	
		AUG 01-5946	5003096-7	03/28/2001	DFGDFGDFG		001						0.00	0	44.00	Y
		20040217-00	10914	03/28/2001			001						0.00	0	44.00	Y
			TEST4GER	08/25/2010	TEST O-RING FOR #1								0.00	0	180.00	Y
			TEST5555	08/25/2010	TEST5 4 GERRY								185.17	0	0.00	Y
		2222	TEST1111	05/05/2011	TESTING SER# PART								92.58	10	100.00	Y
		B222	TEST1111	05/05/2011	TESTING SER# PART								92.58	10	100.00	Y
		111222333	TEST1111	05/05/2011	TESTING SER# PART								92.58	10	100.00	Y
		WDFSDF	TEST1111	05/05/2011	TESTING SER# PART								92.58	10	100.00	Y
		DFGBCGHF	TEST1111	05/05/2011	TESTING SER# PART								92.58	10	100.00	Y
		WEQWE	TEST1111	05/05/2011	TESTING SER# PART								92.58	10	100.00	Y
		5YH5H	112WE12W	01/11/2012	TESTING SER# PART								92.58	10	100.00	Y
		ERGTHRTH	112WE12W	01/11/2012	TESTING SER# PART								92.58	10	100.00	Y
			TEST2222	01/11/2012	TEST2 OIL CASE								3.30	10	80.00	Y

Click Here to Draw Inventory Needed

Delete Line

Done

**Total Parts:**    Sell \$ = \$1,496.00    GP\$ = \$467.71  
Cost \$ = \$1,028.29    GP% = 31.2 %

# Scan Parts Used on The Work Order

Inventory Subtractions

Entry Date: 06/03/2015

Warehouse Loc. 001-MAIN

Used on Tail N#

New/Edit

Issued To

New/Edit

Subtraction Type:
☒ WO Usage
☐ Adjustment
☐ Other Debit:


Search

☒ Part# (& Alt's)
☐ Descrip/Category
☐ Location
☐ Request No.
☐ WO-Task# Receipts

for

Search Items

Sort By:
☒ Part No.
☐ Description

Qty. Out	On-Hand	Part No.	Alternate 1	Condition	Description	Bin Location	Cost Ea.	Serial / Lot No.	Batch #	For WO-Task#	Ref N# / Note (40 Character)
											

Clear Quantity

Clear Grid

☐ Print Bar-Code Labels ?
☐ Make Packing Slip ?

Save

Exit

Auto Load from Mini-Scanner

Clear Scanner

RED = Expired Lot BLUE = Needs Lot#

## Using the mini-scanner to collect a batch of parts and unload in the work order screen

# Quote / Sell Over-the-Counter Parts

Maintain Quotes / Orders

**Order No.:** NEW **Order Date:** 06/30/2014 **Sold By:** GTM **New/Edit** **Select Ship-To:** Default

**Bill To:** AAA NEW CUSTOMER  
123 TEST ST

**Ship To Name:** AAA NEW CUSTOMER  
**Address:** 123 TEST ST  
**City:** **State:** **Zip:**  
**Country:** **Phone:**

**1000305** **Change Customer**  
**Phone:** **Fax:**  
**Email:**

**Cust. PO:** **Order Type:** **New/Edit** **Source:** **Wanted By:** **Ord. Status:** Q  
**Cust PO Date:** **Buyer:** **Ship Via:** UPS/FEDEX **Terms:** NET 30 DAYS **Lost Date:**

**Comments (Prints on Quote S/O)** **Internal Comments:** **Follow-Up On:**  
**Entered By:** DSS

**Items Ordered:** **Add Items to Order** **Import PO CSV File**

Line	Quantity	Part No.	Serial No.	Description	Quote Each	Discount Ea.	Extended	Sell Each	Cost Each	Ship. Meth.	Vendor
001	0				0.00	0.00			Y		
002	0				0.00	0.00			Y		
003	0				0.00	0.00			Y		
004	0				0.00	0.00			Y		
005	0				0.00	0.00			Y		
006	0				0.00	0.00			Y		

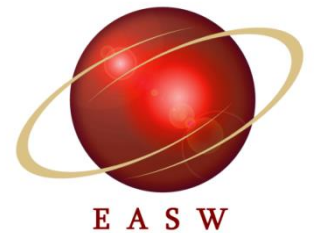
**Sub-Total:** 0.00  
**Sales Tax:** 6.000 0.00  
**Shipping:** 0.00  
**Order Total =** 0.00

**Date Entered:** 06/30/2014  
**Last Update:** **Inventory Details** **Vendor History**

**Add Line** **Delete Line** **Save** **Save and Print** **Cancel**



# Customers Using AvPro Software



....Your 24/7 OEM-certified support team

