

**Software for warehouse and analytical account  
of electronic components**

**'Component 2014' <sup>TM</sup>**

**Version 2.5.6**

**User Guide**

15<sup>th</sup> June 2016

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## **1. Introduction**

This document is intended to guide the reader through the process of using Component-2014 software.

Component-2014 is the software for warehouse and analytical accounting of electronic components. It contains the key features for developers of electronics, OEMs, repair services, electronics enthusiasts and hobbyists.

Application features:

- manufacturers, vendors, packages catalogs;
- warehousing management;
- locations feature;
- purchasing history;
- products list;
- categories of components with tree structure;
- kits of products;
- product costing;
- choosing a lot size;
- bill of materials;
- stock sheet;
- printing analytic reports and documents (invoices, orders);
- import and export data;
- password protection;
- user permissions;
- storage of data in the database MS Access;
- automatic check of updates;
- portable version with no installer required.

## 2. Terms & Definitions

**Bill of materials** - a document containing a list of electronic components with the indication of their quantity necessary for a complete the finished product.

**Catalog** - an array of structured information.

**Catalog of Components** - the qualifier of the applied electronic components ordered on functional signs and united in categories.

**Category** - set of electronic components, combined on a functional basic. Examples of categories: resistors, capacitors, diodes, chips.

**Component** (electronic component) - an elementary integral part of an electronic device. Synonyms of an electronic component: a radio component, element.

**Distributor** (vendor) - a company supplier of electronic components.

**Kit** - two or more products which production and respectively purchase of components are interconnected.

**Lot** - a quantity of at a time manufactured products or kits.

**Package** - the unified designation which is determining the geometrical and landing sizes of an electronic component, and also number and an arrangement of its outputs.

**Product** - an electronic device (module) completed from electronic components.

**Section** (storage, store) - a physical part of a warehouse for storage of electronic components or other sections.

**Vendor** (distributor) - a company supplier of electronic components.

### 3. Installation

#### 3.1. System requirements

Hardware requirements:

- 1) Free disk space at least 10 Mb
- 2) Printer for printing reports (optional)

Software requirements:

- 1) Operating system Windows XP or superior
- 2) Microsoft .NET Framework version 4.0 or higher (included with the default Windows, and is also available for download on the Microsoft Web site)
- 3) MS Access Database Driver (.MDB Driver). The driver is a part of, and is available on the computer when you install any of the following software products:
  - MS Access 2003, 2007, 2010;
  - MS Access Database Engine 2010 Redistributive;
  - MS Jet 4.0 Database Engine.

#### 3.2. Installing

The procedure for installing the software is given below:

- 1) Extract the files from the archive (zip package).
- 2) Create a shortcut on the desktop for a quick start of the program.

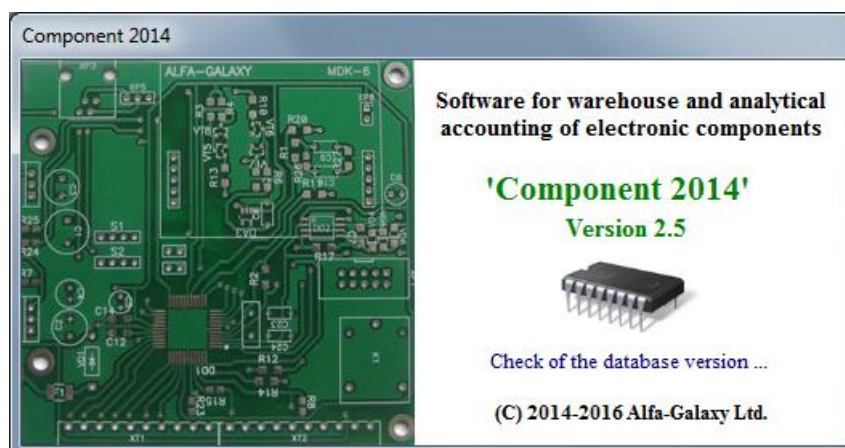
NOTE! When placing the program in the Program Files directory, make sure that the user has rights to create and edit files, or use any other directory.

Place the database on a removable disk for use on different computers.

Place the database on a network drive to use the local network.

#### 3.3. Initial configuration

Run the program. Intro dialog is displayed during loading.



Make the necessary settings using the program "Preferences" of this manual.

The program is ready to work.

## 4. User interface

The program interface consists of a main window and dialog boxes.

### 4.1. Main window

Main window consists of a main menu, toolbar and status bar.



Main menu contains commands grouped by function.

Toolbar buttons are used for quick access to frequently used commands.

### 4.2. Main menu

#### 4.2.1. File menu items

*Import...* - opens the Import dialog.

*Page Setup...* - opens the Page Setup dialog.

*Exit* - closes the program.

#### 4.2.2. Components menu items

*Add Components...* - opens the Add Components dialog.

*Write-off Components...* - opens the Write-off Components dialog.

*Find Components...* - opens the Stocks of Components dialog.

#### 4.2.3. Documents menu item

*Incoming Invoices...* - opens the Incoming Invoices dialog.

*Outgoing Invoices...* - opens the Outgoing Invoices dialog.

*Event Log...* - opens the Event Log dialog.

#### 4.2.4. Reports menu item

*Stock Sheet...* - opens the Stock Sheet dialog.

*Purchase Order...* - opens the Purchase Order dialog.

#### 4.2.5. Catalogs menu item

*Packages...* - opens the Packages dialog.

*Manufacturers...* - opens the Manufacturers dialog.

*Distributors...* - opens the Distributors dialog.

*Categories of Components...* - opens the Categories of Components dialog.

*Components Catalog...* - opens the Components dialog.



#### **4.2.6. Products menu item**

*List of Products...* - opens the Products dialog.

*Bill of Materials...* - opens the Bill of Materials dialog.

*Kits of Products...* - opens the Kits of Products dialog.

*Kits Contents...* - opens the Kits Contents dialog.

#### **4.2.7. Analytics menu item**

*Stock Turnover...* - opens the Stock Turnover dialog.

*Receipts from Suppliers...* - opens the Receipts from Suppliers dialog.

*Consumption for Products...* - opens the Consumption for Products dialog.

*Used Components...* - opens the Used Components dialog.

*Applicability of Component...* - opens the Applicability of Component dialog.

*Range of Supplies...* - opens the Range of Supplies dialog.

*Dynamics of Prices...* - opens the Dynamics of Prices dialog.

#### **4.2.8. Configuration menu item**

*Settings...* - opens the Settings dialog.

*Users...* - opens the Users dialog.

*Function Keys...* - opens the Function Keys dialog.

*Store Sections...* - open the Store Sections dialog.

#### **4.2.9. Tools menu item**

*Select Database...* - opens the Select Database dialog.

*Delete Data...* - opens the Delete Data dialog.

#### **4.2.10. Help menu item**

*License Info...* - opens the License Info dialog.

*System Information...* - opens the System Information dialog.

*Check for Updates* – checks for program updates.



















*About...* - open the About dialog.

### **4.3. Dialogs**

The size and position of all dialog windows containing the table can be changed by the user. Changes the user interface are saved and restored automatically by the program.

#### **4.3.1. Buttons**

Buttons in the dialog windows unified. Buttons with the same icons perform similar functions in all dialog boxes. The buttons shown in the table:

№ п/п	Кнопка	Название	Назначение кнопки
1		Open File	Button press opens a file selection dialog box containing the selected type of data to be imported into the database.
2		Import	Button press opens the Import dialog box depending on the current dialog box.
3		Export to File	Button press opens a file selection dialog to export data from the table. Data will export from the visible columns in the table and in the selected sort order.
4		Preview	Button press opens a preview of the document or report.
5		Print	Button press sends a document or report to print on the default printer.
6		Add	Button press adds a new object to the table. Depending on the type of object is created or an object with default attributes, or displays a dialog for entering the attributes of the object.
7		Edit	Button press opens a dialog to change an object attributes. The button is active when the object selected.
8		Move	Button press opens a dialog to select a new parent for an embedded object in the hierarchical list.
9		Delete / Cancel	Button press deletes the selected object in a table or cancels the selected operation.
10		Save to DB	Button press saves the changes made to the database. The button is active when data changed.
11		Find	Button press starts the search or opens a window to enter the criteria search.
12		Criteria Search	Button press opens a dialog box for data selection criteria to display in the table.
13		Photo	Button press opens the "Photo" dialog box to view and change the image of the selected object.
14		Refresh	Button press reloads the data from the database to display in the table.
15		Columns Selections	Button press shows a list of possible columns to select / deselect the columns in the table.
16		Options	Button press opens the settings for the current dialog box.
17		Select	Button press selects the current object in the table or list and closes the dialog box. The button is active when you can select an object.
18		Help	Button press opens help information associated with the current dialog.

#### 4.3.2. Sorting records and customizing tables

Width, visibility and the order of columns can be adjusted in all the tables. Use drag & drop columns for adjust. The sort order of records can be changed click on the title of a table column.

#### 4.4. Function keys

To access frequently used functions of the program allows you to use the "hot" keys. They may be either function keys or combinations of keys: CTRL + alphabetic key. The specified key combinations are pre-configured and can not be changed by the user. You can view "hot" keys and adjust function keys in the "Function keys" dialog.

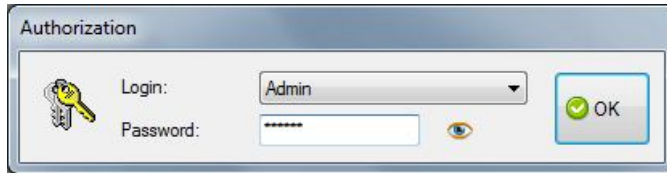
The list of "hot" keys given in the table:

Main Window	
Ctrl + C	Open the "Components Catalog" dialog
Ctrl + W	Open the "Find Components" dialog
Ctrl + L	Open the "Event Log" dialog
Dialogs	
Ctrl + V	Press button "Preview"
Ctrl + A	Press button "Add"
Ctrl + F	Press button "Find"
Ctrl + S	Press button "Select"

## 5. Working with the software

### 5.1. Authorization

You will see this dialog when start the program if the authorization mode enabled.



Select user and enter the current password. Password embedded user "Admin" default - "123456". To enter the program, click button "OK".

By default the request of authorization is disabled. Authentication mode is being selected in dialog "Users".

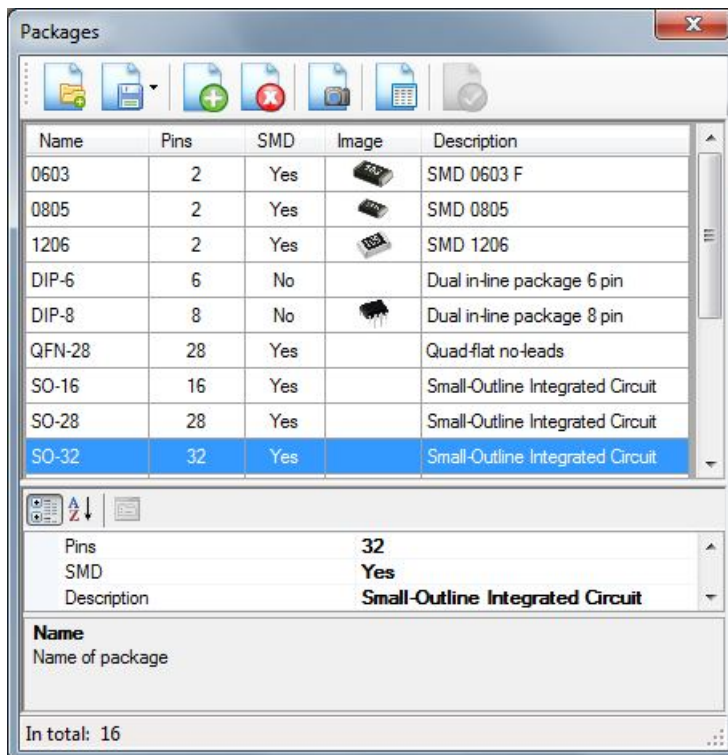
### 5.2. Catalogs

Use of catalogs allows exclude repeated input of often used data.

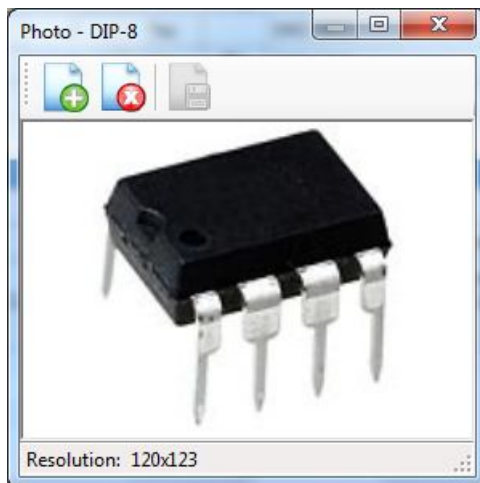
Catalogs contain as the basic data delivered together with the program, and the data entered by the user in the course of work.

#### 5.2.1. Packages catalog

The program includes list packages of electronic components.

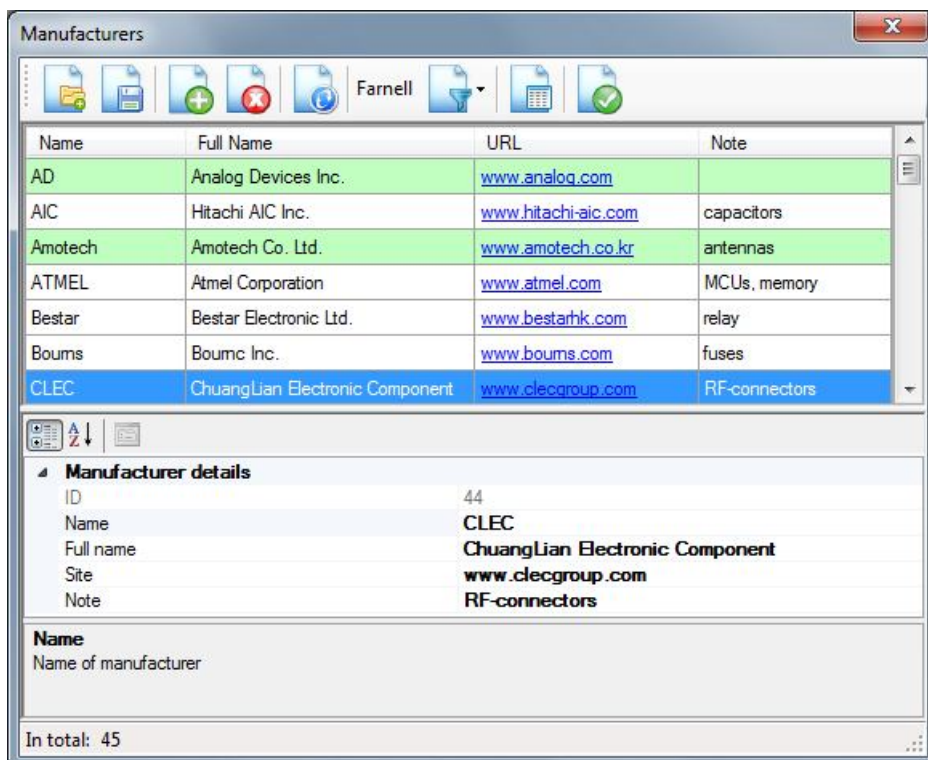


To view, add or delete the image of object, click "Photo". "Photo" dialog box will appear.



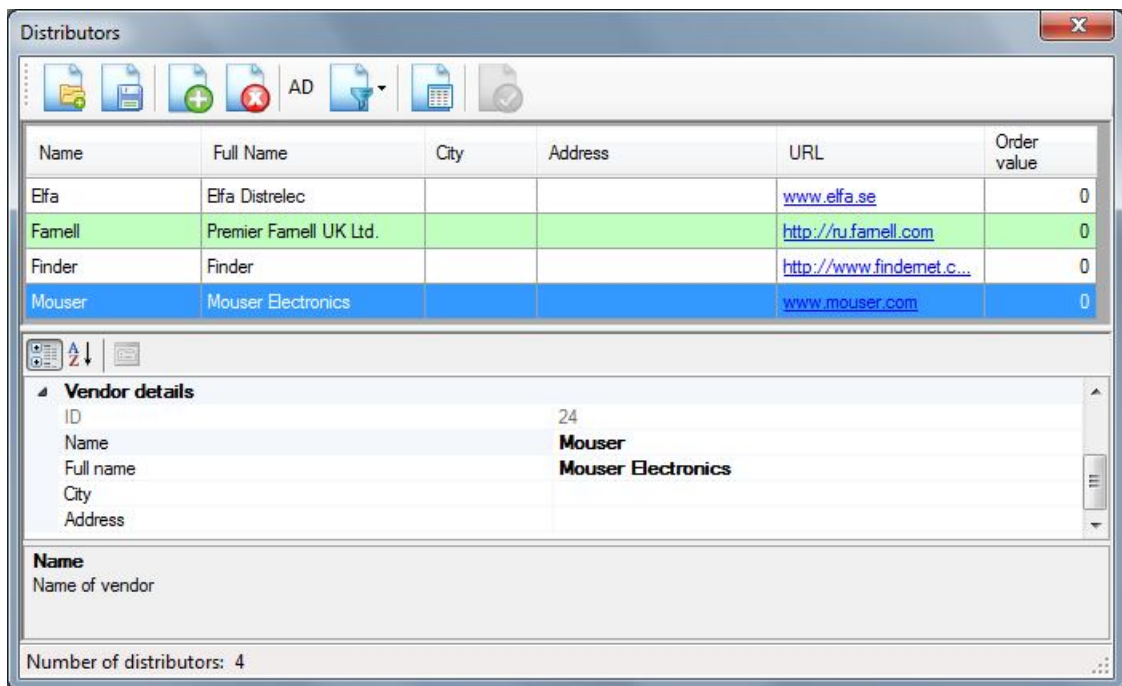
### 5.2.2. Manufacturers

The program contains the reference manufacturers of electronic components. Directory allows you to set the relationship between manufacturers and component suppliers.



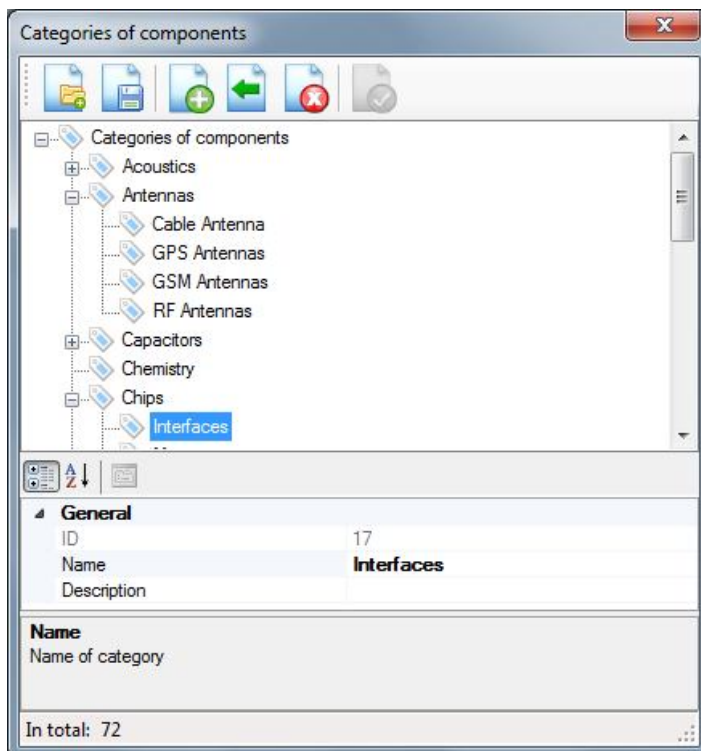
### 5.2.3. Distributors

The program contains a catalog of suppliers of electronic components. Catalog allows you to set the relationship between manufacturers and component suppliers.

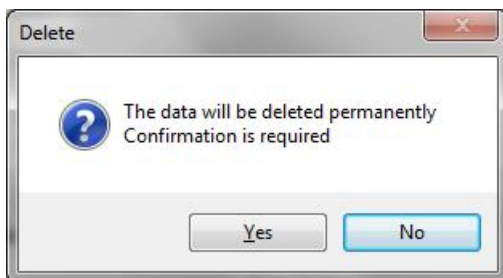
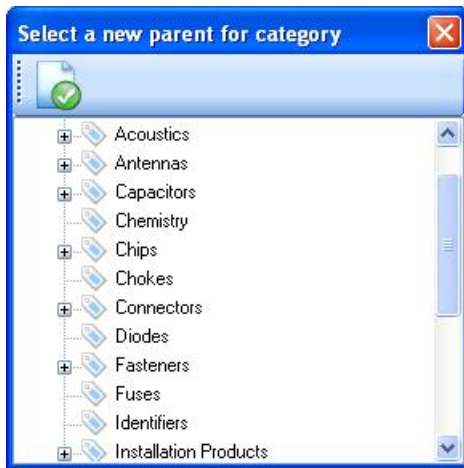


#### 5.2.4. Categories of components

Categories allow you to create a hierarchical list to find the desired component quickly. The entire range of components is divided into categories.



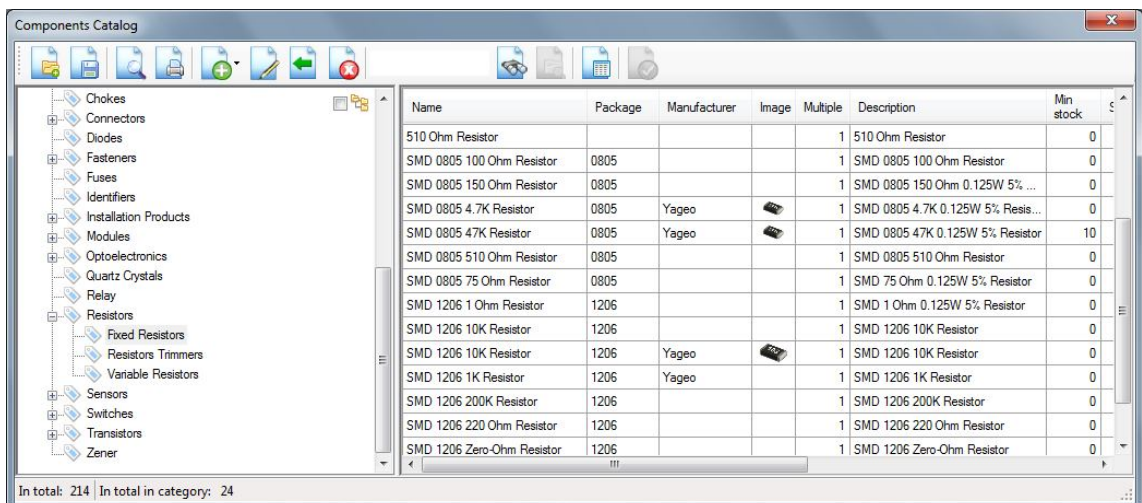
To expand or collapse all nodes right click on the tree. Select "Expand All" or "Collapse All" item in the context menu.



### 5.2.5. Components Catalog

The program contains a directory of electronic and other components used.

To view, supplement or modify the catalog, select option "Components Catalog" menu "Catalogs".



To expand or collapse all nodes right click on the tree. Select "Expand All" or "Collapse All" item in the context menu.



- ☒ Name
- ☒ ID Number
- ☒ Package
- ☒ Manufacturer
- ☒ Manufacturer Part Number
- ☒ Image
- ☒ Order Code
- ☒ Multiple
- ☒ Storage
- ☒ Min stock
- ☒ Description
- ☒ Category

**Component**

Component details

Category: Fixed Resistors

Component Name: SMD 0805 4.7K Resistor

Component ID:

Manufacturer: Yageo

Manufacturer Part Number:

Package: 0805

Multiple for order: 1


Default store section:

Minimum stock: 0

Selling price: Standard markup percentage, % 0

Description: SMD 0805 4.7K 0.125W 5% Resistor

Image



Order Codes

171-2070 Famell

Save Close

**Select a new category of component**

Categories of components

- Acoustics
- Antennas
- Capacitors
  - Ceramic
  - Electrolytic
  - Tantalum
- Chemistry
- Chips
- Chokes
- Connectors
- Diodes

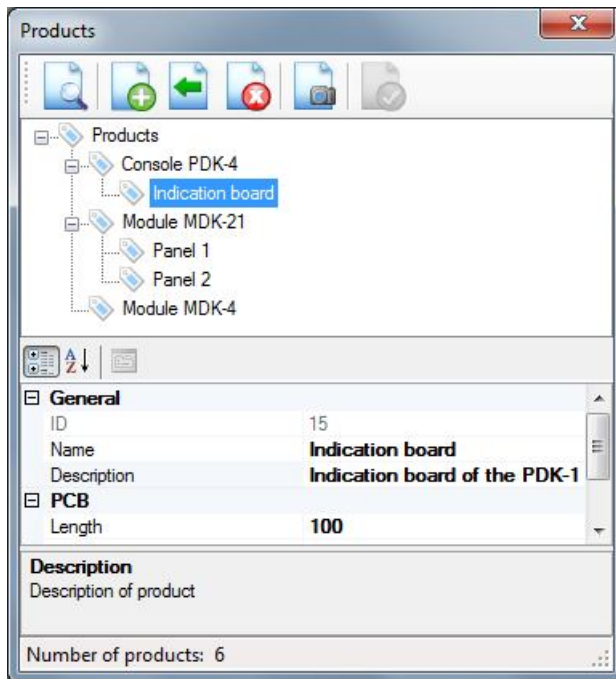
## 5.3. Products

### 5.3.1. List of Products

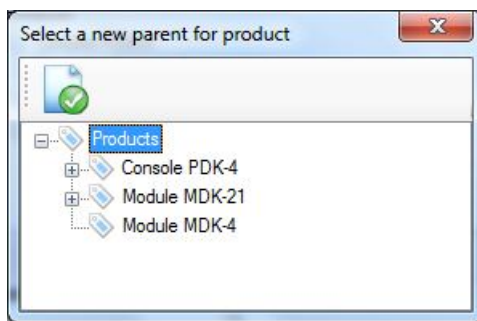
The program supports nested grouping of manufactured products. For example, the device may include multiple modules, the modules divided into blocks, and the blocks on the electronic board.

To generate the classifier manufactured products, click option "List of Products" menu "Products".



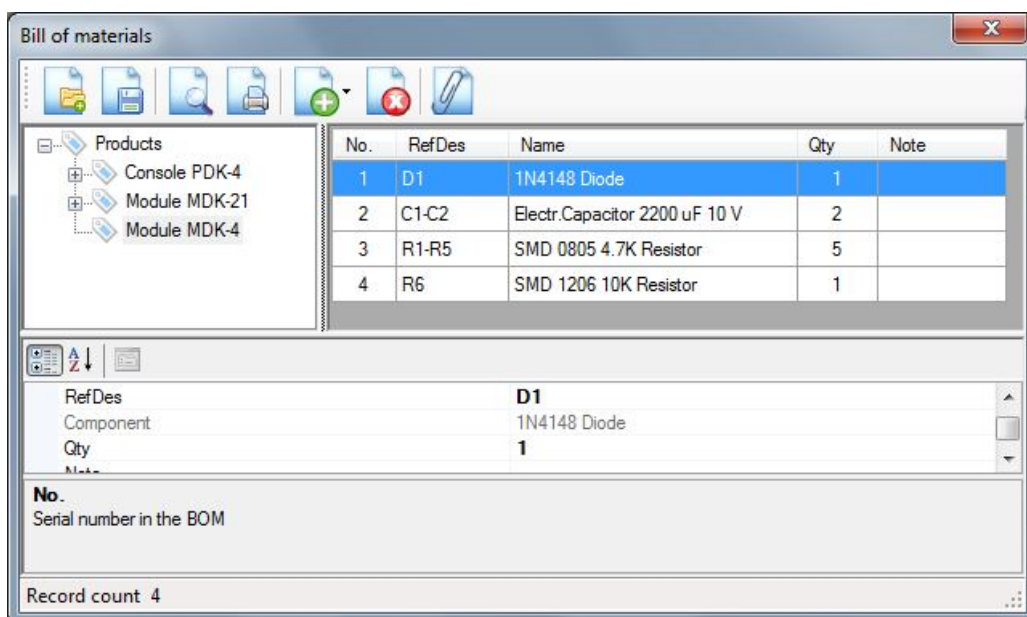


To expand or collapse all nodes right click on the tree. Select "Expand All" or "Collapse All" item in the context menu.



### 5.3.2. Bills of Materials

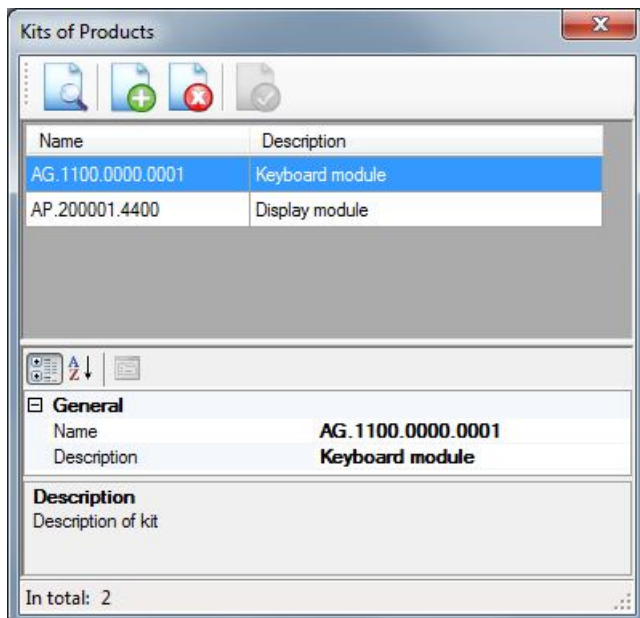
The set of components required for a complete of products is created in the form of a BOM.



To expand or collapse all nodes right click on the tree. Select "Expand All" or "Collapse All" item in the context menu.

### 5.3.3. Kits of Products

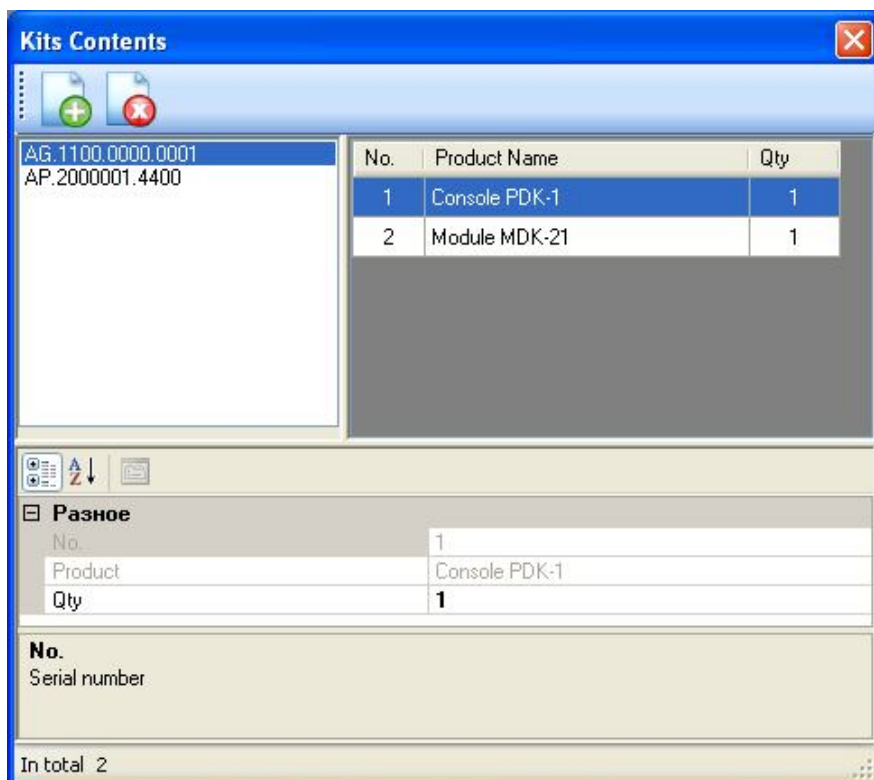
The program supports sets of products. This feature allows you to automatically calculate the cost of sets and generate statements for a set of products.



### 5.3.4. Kits Contents

The kit may include two or more products.

To specify the composition of kits click item "Kits Contents" menu "Products".



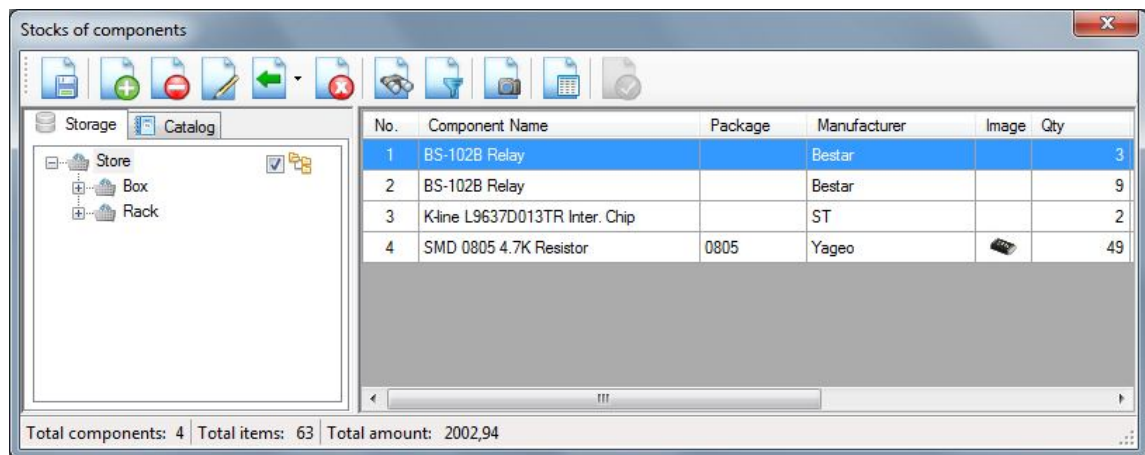
## 5.4. Actions on Components

The program allows you to record the following actual transactions carried out with the electronic components:

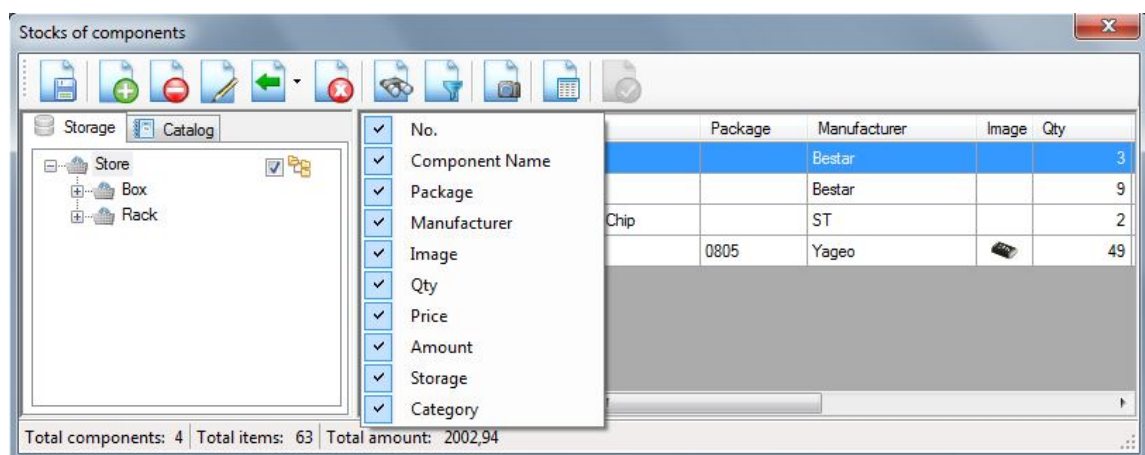
- Search for the availability of components;
- Receipt of components;
- The placement of components in stock;
- Consumption of components for the production of products;
- Adjustment of stocks;
- Cancel actions.

### 5.4.1. Find Components

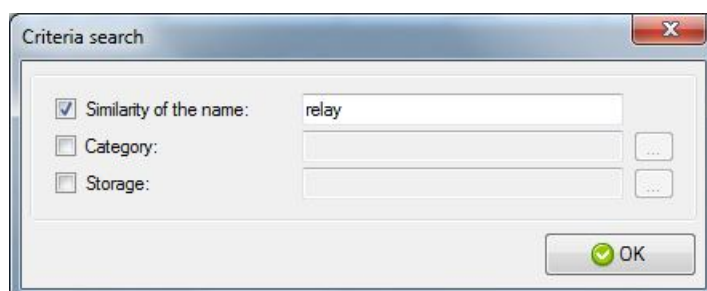
"Find Components" dialog allows you to view the availability of components in each section of the warehouse or to search for the presence of the components meeting the specified search criteria.



Click the button "Columns Selection" to set the visible columns.



Click the button "Criteria search" to enter the search criteria.



**Placement of component**

Component	Manufacturer	Qty	Storage
Ceramic Capacitor 0.47 uF		8	Cell LC
Ceramic Capacitor 0.47 uF		12	Cell LB

#### 5.4.2. Receipt of components with registration invoice

Operation of receipt of components is carried out at each purchase of components.

**Add components**

No.	Component Name	Manufacturer	Qty	Price	Total
1	1N4148 Diode		10	0.10	1.00
2	BS-115C-5VDC Relay	Bestar	2	2.00	4.00
3	1K Resistor		21	0.06	1.26
4	Capacitor SMD 1206 0.1 uF	Murata	5	0.16	0.80

Total amount: 7.06

**Record details**

No.:	Component Name:	Manufacturer:	Qty:	Price:	Total:
5	SMD 0805 4.7K Resistor	Yageo	8	0.10	0.80

Save

**Document details**

Date: Wednesday, December 03, 2014

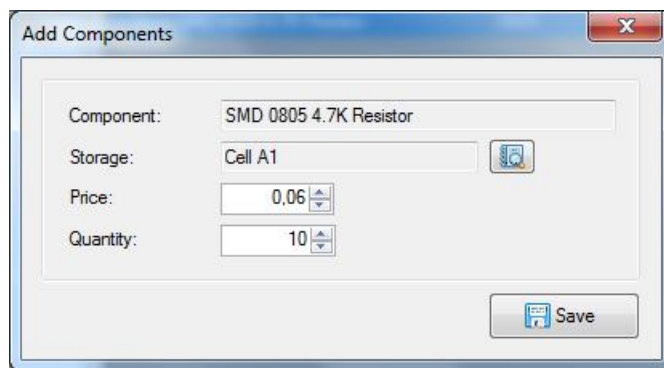
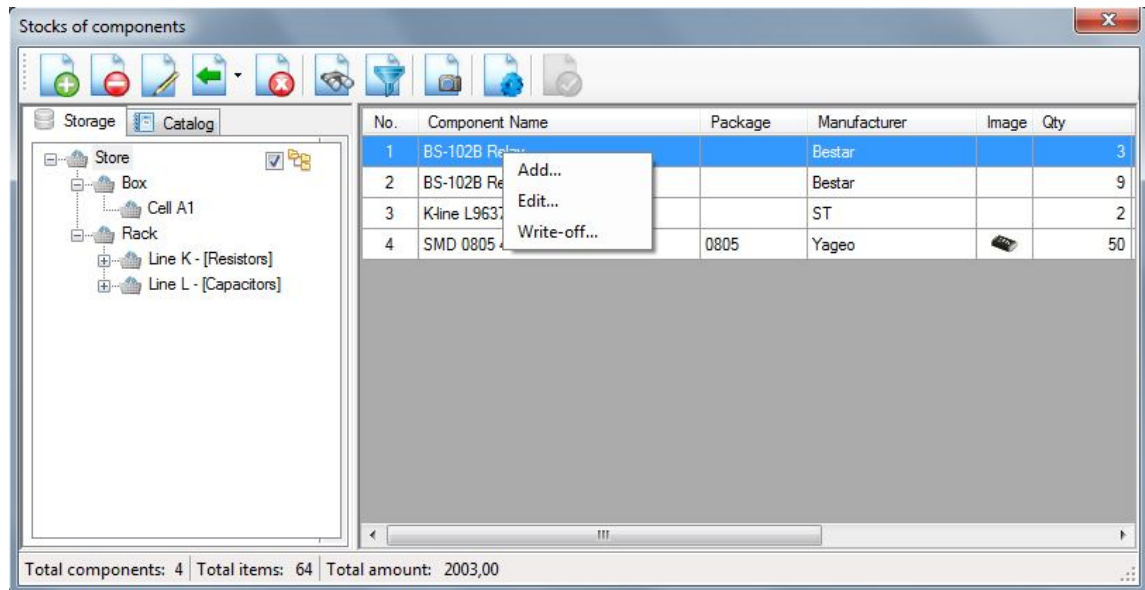
Number: 10

Vendor: Famell

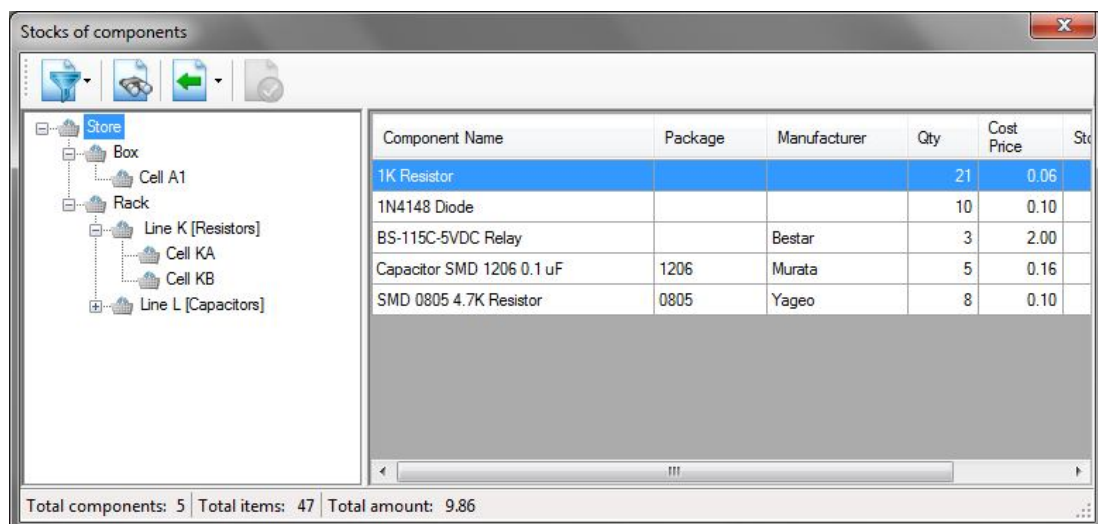
Note:

Save

### 5.4.3. Receipt of components without issuing invoice



### 5.4.4. Movement of Components in the Warehouse



**Select quantity**

Component Name: BS-102B Relay

Manufacturer: Bestar

Available quantity: 2

Selected quantity: 1

Select

**Store sections**

Store

- Box
  - Cell A1
- Rack
  - Line K [Resistors]
    - Cell KA
    - Cell KB
  - Line L [Capacitors]
    - Cell LA
    - Cell LB
    - Cell LC

**Storage details**

Name	Cell A1
Description	
Restriction of volume	0
Volume is full	No

**Name**

Name of storage

Number of sections: 10

**Select**

Placement is blocked  
It is impossible to place components in this section

OK

**Select**

Volume is full  
It is impossible to place components in this section

OK

**Move**

The selected storage has not enough capacity for placement of components

OK



#### 5.4.5. Write-off of components with registration invoice

Remove Components

No.	Component Name	Package	Manufacturer	Storage	Qty	Price	Total
1	1N4148 Diode			Cell A1	2	0.10	0.20
2	BS-102B Relay		Bestar	Cell A1	1	2.00	2.00
3	1K Resistor			Cell KA	13	0.06	0.78
4	SMD 0805 4.7K Resistor	0805	Yageo	Cell KB	2	0.10	0.20
5	Ceramic Capacitor 0.47 uF			Cell LB	3	0.16	0.48

Total amount: 3.66

Select quantity

Component Name: BS-102B Relay

Manufacturer: Bestar

Available quantity: 9

Selected quantity: 1

Select

Lot Size

Product: Display LD-20

Quantity: 10

Save

Search from bill of materials

There is not enough components necessary for a product  
Continue anyway?

Yes No

Document details

Date: Wednesday, December 03, 2014

Number: 6

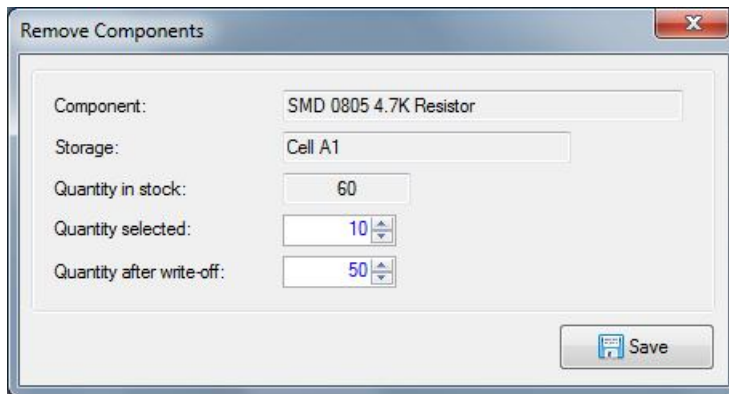
Product: Console PDK-1

Note:

Save

#### 5.4.6. Write-off of components without issuing invoice

For fast write-off of the components without the need for registration of the invoice in the "Stocks of Components" dialog box, select the component is written off and click on the "Write-off" button.

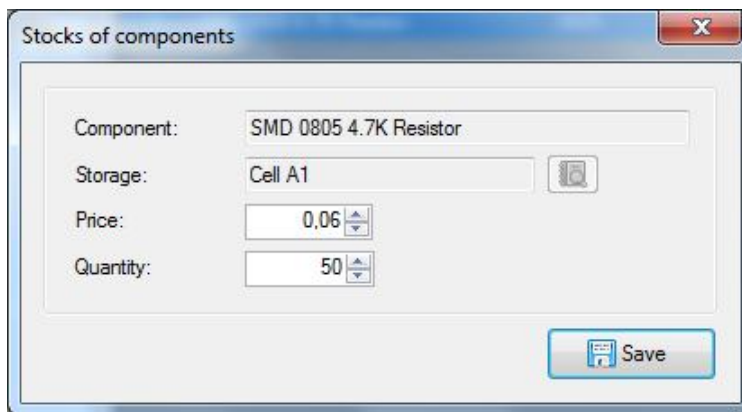


The 'Remove Components' dialog box contains the following fields and values:

Field	Value
Component:	SMD 0805 4.7K Resistor
Storage:	Cell A1
Quantity in stock:	60
Quantity selected:	10
Quantity after write-off:	50

A 'Save' button is located at the bottom right of the dialog.

#### 5.4.7. The adjustment of component stocks



The 'Stocks of components' dialog box contains the following fields and values:

Field	Value
Component:	SMD 0805 4.7K Resistor
Storage:	Cell A1
Price:	0,06
Quantity:	50

A 'Save' button is located at the bottom right of the dialog.

#### 5.4.8. Cancel operations

Cancel operations can return the presence of stocks of components in stock to the state existing before the operation.

Click item "Event Log" menu "Documents". Select the operation to be canceled and click "Cancel" button.

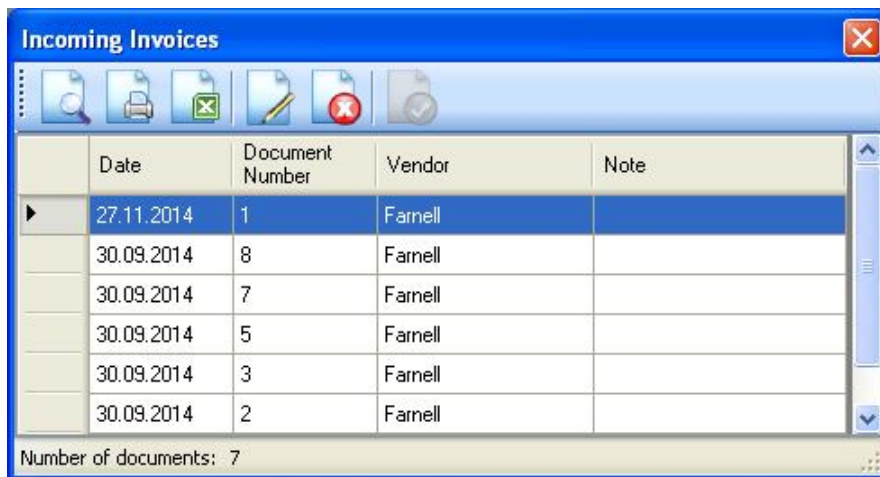
#### 5.5. Viewing and printing documents

The program allows you preview, print, save to files and export to Excel the following primary documents:

- Incoming Invoices;
- Outgoing Invoices.



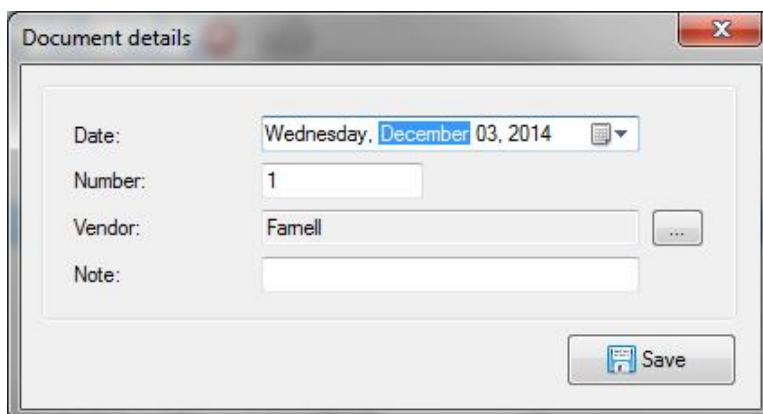
### 5.5.1. Incoming Invoices



The 'Incoming Invoices' window features a toolbar with icons for search, print, delete, edit, cancel, and save. Below the toolbar is a table with columns: Date, Document Number, Vendor, and Note. The first row is selected, showing a date of 27.11.2014, document number 1, and vendor Farnell. The status bar at the bottom indicates 'Number of documents: 7'.

	Date	Document Number	Vendor	Note
▶	27.11.2014	1	Farnell	
	30.09.2014	8	Farnell	
	30.09.2014	7	Farnell	
	30.09.2014	5	Farnell	
	30.09.2014	3	Farnell	
	30.09.2014	2	Farnell	

Number of documents: 7



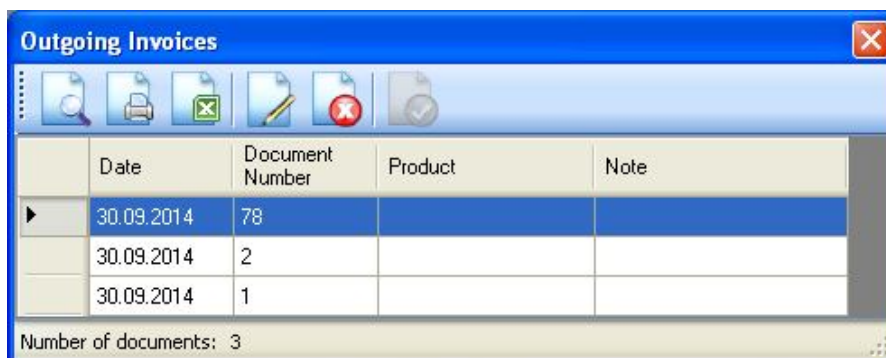
The 'Document details' window for an incoming invoice contains the following fields:

- Date: Wednesday, December 03, 2014
- Number: 1
- Vendor: Farnell
- Note: (empty text area)

A 'Save' button is located at the bottom right.

The form of the report is given in Annex.

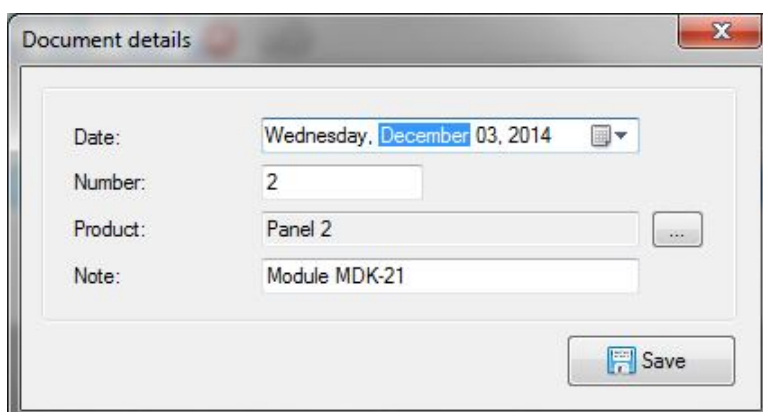
### 5.5.2. Outgoing Invoices



The 'Outgoing Invoices' window features a toolbar with icons for search, print, delete, edit, cancel, and save. Below the toolbar is a table with columns: Date, Document Number, Product, and Note. The first row is selected, showing a date of 30.09.2014, document number 78, and product Panel 2. The status bar at the bottom indicates 'Number of documents: 3'.

	Date	Document Number	Product	Note
▶	30.09.2014	78	Panel 2	
	30.09.2014	2		
	30.09.2014	1		

Number of documents: 3



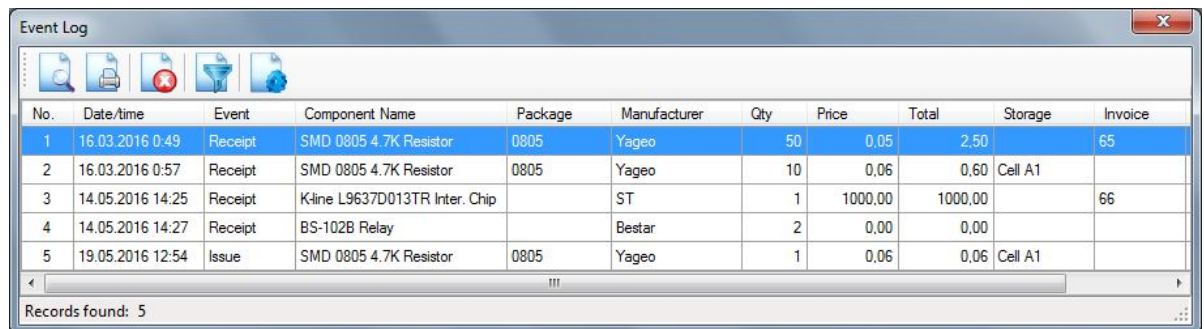
The 'Document details' window for an outgoing invoice contains the following fields:

- Date: Wednesday, December 03, 2014
- Number: 2
- Product: Panel 2
- Note: Module MDK-21

A 'Save' button is located at the bottom right.

### 5.5.3. Event Log

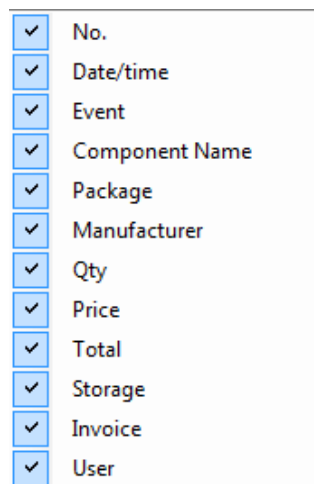
All receipts and issues of components record to the event log.



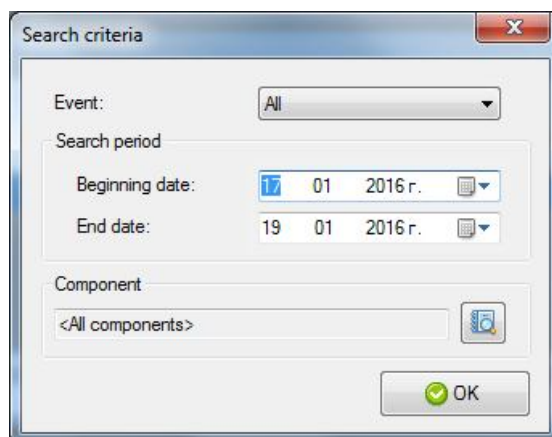
The Event Log window displays a table with the following data:

No.	Date/time	Event	Component Name	Package	Manufacturer	Qty	Price	Total	Storage	Invoice
1	16.03.2016 0:49	Receipt	SMD 0805 4.7K Resistor	0805	Yageo	50	0.05	2.50		65
2	16.03.2016 0:57	Receipt	SMD 0805 4.7K Resistor	0805	Yageo	10	0.06	0.60	Cell A1	
3	14.05.2016 14:25	Receipt	K-line L9637D013TR Inter. Chip		ST	1	1000.00	1000.00		66
4	14.05.2016 14:27	Receipt	BS-102B Relay		Bestar	2	0.00	0.00		
5	19.05.2016 12:54	Issue	SMD 0805 4.7K Resistor	0805	Yageo	1	0.06	0.06	Cell A1	

Records found: 5



- ☒ No.
- ☒ Date/time
- ☒ Event
- ☒ Component Name
- ☒ Package
- ☒ Manufacturer
- ☒ Qty
- ☒ Price
- ☒ Total
- ☒ Storage
- ☒ Invoice
- ☒ User



Search criteria

Event: All

Search period

Beginning date: 17 01 2016 r.

End date: 19 01 2016 r.

Component

<All components>

OK

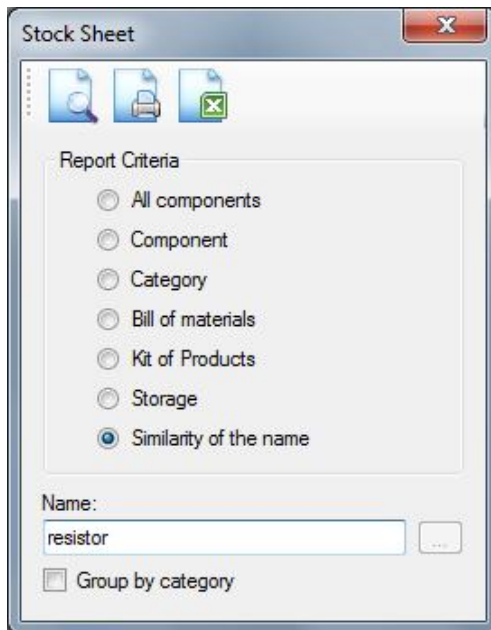
### 5.6. Actual Reports

The program allows you generate, preview and print the following reports:

- Stock Sheet;
- Purchasing Report.

#### 5.6.1. Stock Sheet

This report allows you to identify the presence and location of components in stock, residues distribution warehouse sections, the total balances for complex products.

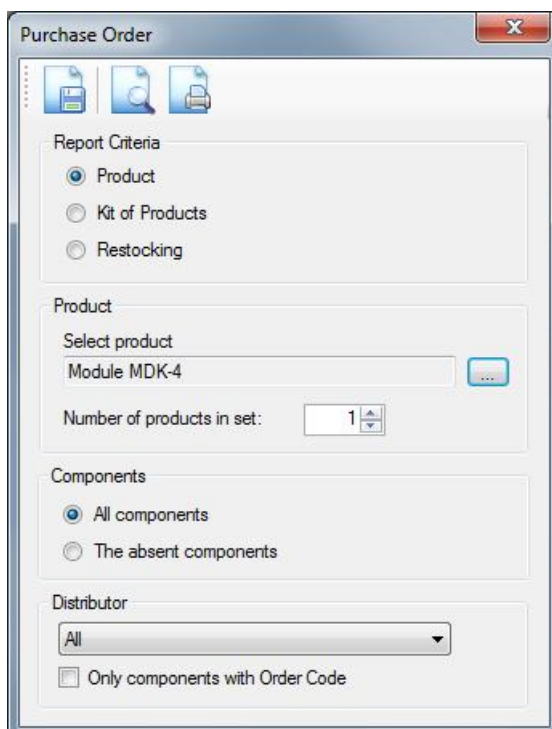


Click "Print" button to print the report.  
The form of the report is given in Annex.

### 5.6.2. Purchase Order

This report provides a list of components to be acquired for the following cases:

- 1) Completion of the product;
- 2) Completion of a party of products;
- 3) Production of a kit of products;
- 4) Production of a party of kit of products;
- 5) Replenishment of minimum stock.



Click "Print" button to print the report.

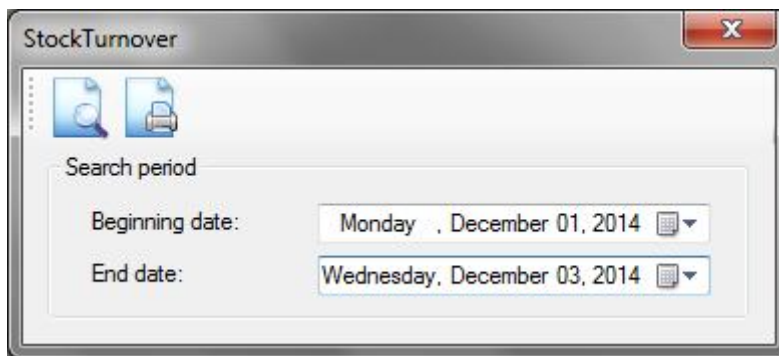
## 5.7. Analytics Reports

The program provides the following analytical data for any selected period of time:

- Information of circulation (the receipt and write-off) of the components
- Information of receipt of components from suppliers
- Information of the issues of the components in the products
- Information on the use of the components in the products
- Information on the nomenclature of the components for the selected vendor
- Information on the price movements of selected component

### 5.7.1. Stock Turnover Report

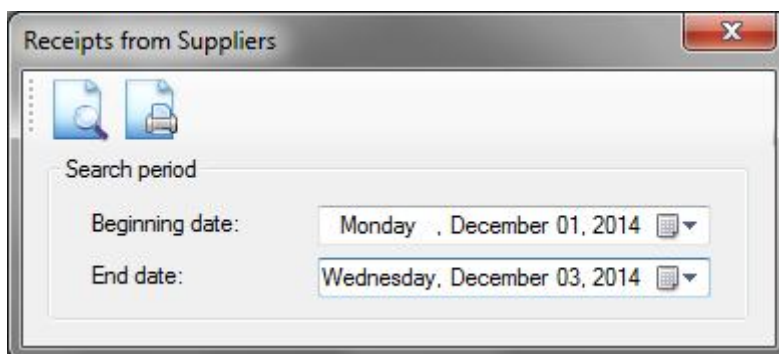
Report provides information on the amount of income and write-offs of each component for the selected period of time. This information allows you to minimize component procurement costs by optimizing the volume of orders.



Click "Print" button to print the report.

### 5.7.2. Receipts from Suppliers Report

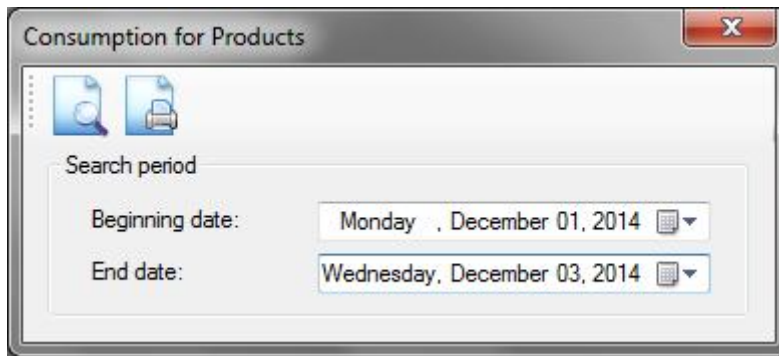
Report allows you to get statistics on the amount of components of the proceeds from all suppliers for the selected time period. This information allows you to determine the proportion of each supplier in the total procurement of components.



Click "Print" button to print the report.

### 5.7.3. Consumption for Products

Report allows you to get statistics on the amount of write-offs for all components finished products for the selected time period. This information allows you to determine the share of each product in total writedowns components.



Consumption for Products

Search period

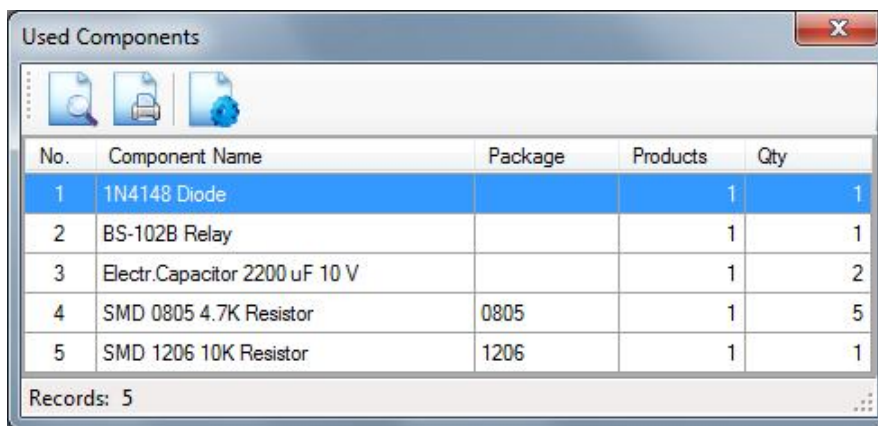
Beginning date: Monday, December 01, 2014

End date: Wednesday, December 03, 2014

Click "Print" button to print the report.

#### 5.7.4. Used Components Report

Report provides information about the statistics of the use of components in the products. This information is useful for determining the most used components and unification of products.



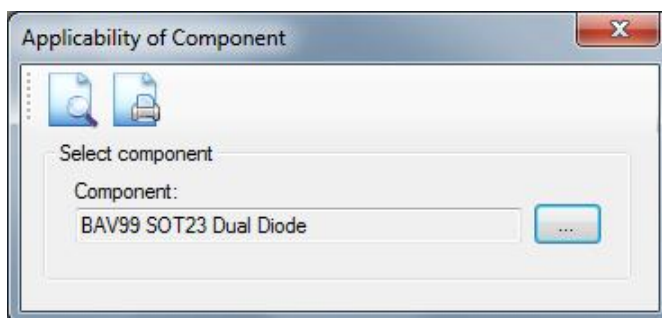
No.	Component Name	Package	Products	Qty
1	1N4148 Diode		1	1
2	BS-102B Relay		1	1
3	Electr.Capacitor 2200 uF 10 V		1	2
4	SMD 0805 4.7K Resistor	0805	1	5
5	SMD 1206 10K Resistor	1206	1	1

Records: 5

Click "Print" button to print the report.

#### 5.7.5. Applicability of Component Report

Report allows you to get detailed information about the products in which the selected component is used. This information is useful for the unification of products.



Applicability of Component

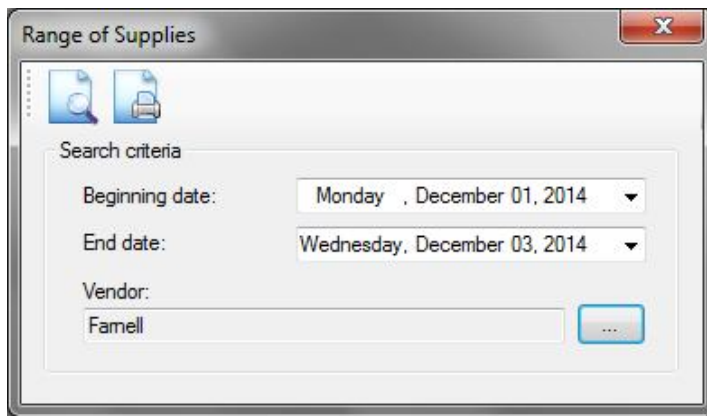
Select component

Component: BAV99 SOT23 Dual Diode

Select component and click "Print" button to print the report.

#### 5.7.6. Range of Suppliers Report

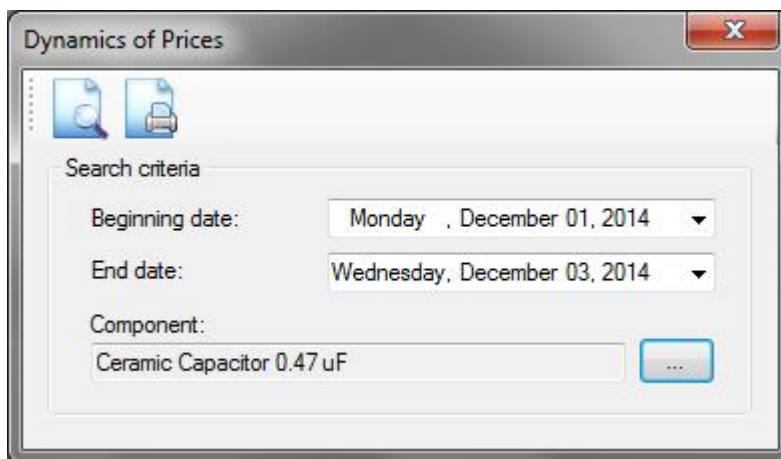
Report provides information about the range of components purchased from selected suppliers. This information is useful to diversify the supply of components.



Click "Print" button to print the report.

### 5.7.7. Dynamics of Prices Report

Report provides information about the selected component of the price movements. This information is useful to predict the cost of production.



Click "Print" button to print the report.

## 5.8. Data exchange

To exchange data with other programs using the CSV text files (Comma-Separated Values). Most programs, including Microsoft Office Excel, support loading and unloading of data in this format. File format is described in RFC 4180.

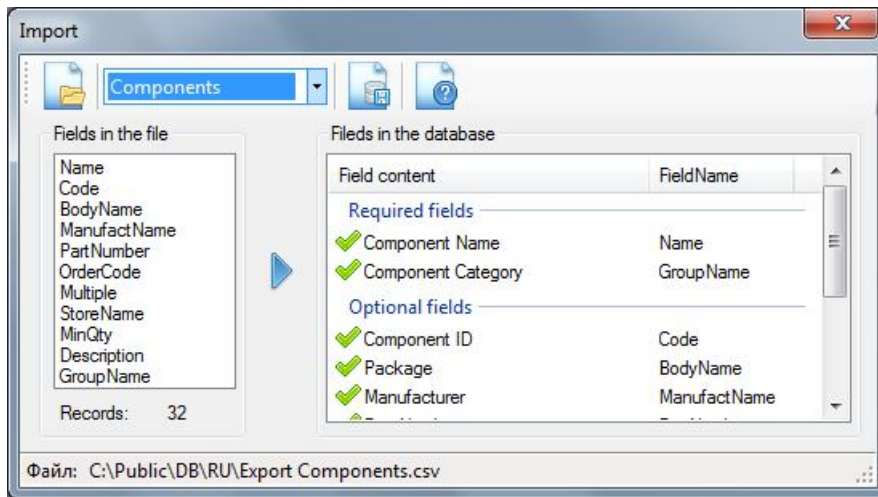
### 5.8.1. Import

The program allows you to upload the information into the database from a CSV file. The order of fields is an arbitrary. The contents of the file should meet the following requirements:

- 1) The field separator should correspond to the separator specified in the program settings.
- 2) The first line of the file must contain the headers of the data fields (field names).
- 3) The file must contain the required fields listed in the "Import" dialog.

To load the data, select item "Import" menu "File" of the main window, or click on the button "Import" in the dialog according to the type of imported data. You will see "Import" dialog box.





## 5.8.2. Export

Export settings include the selection of the separator, and a flag of the need to save in the first line of the file with the names of the data fields.

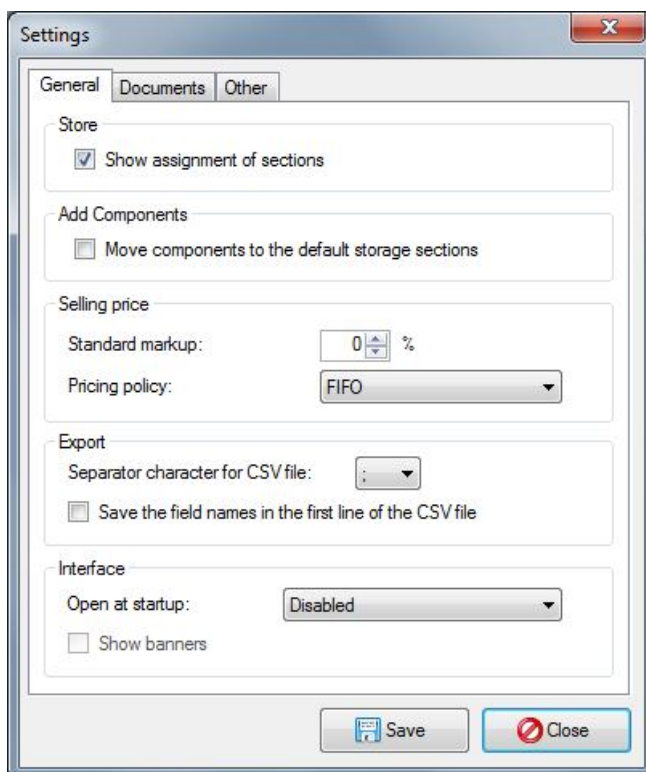
The list of exported fields, and the sort order of the data corresponds of the display columns in the table.

To save data to a file, click "Export to File" in the dialog box that contains the data to be exported.

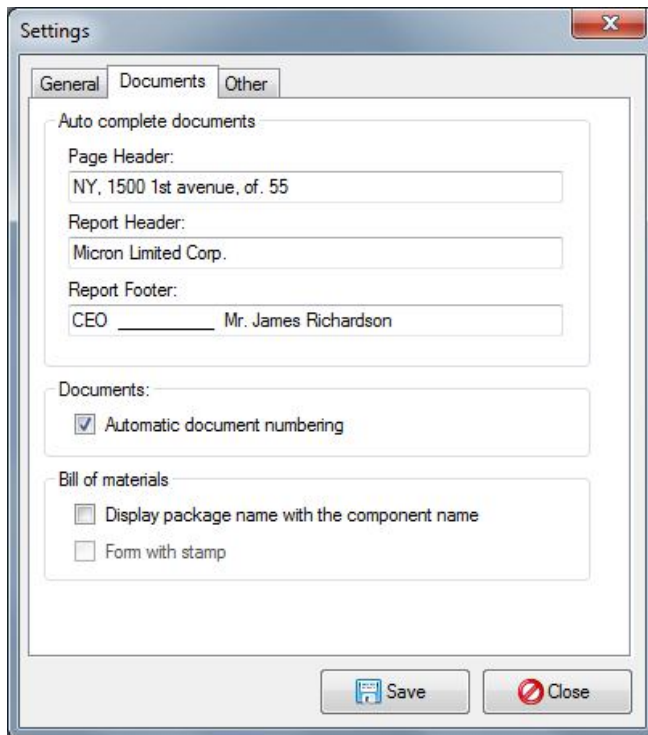
## 5.9. Preferences

### 5.9.1. Configuring application settings

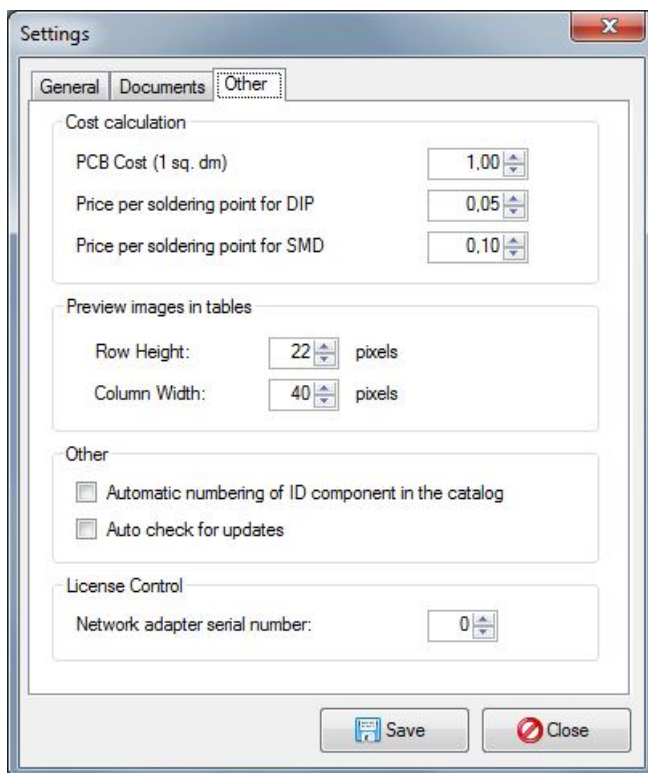
Select command "Settings" menu "Configuration".



Select the tab "Documents"



Select the tab "Other"

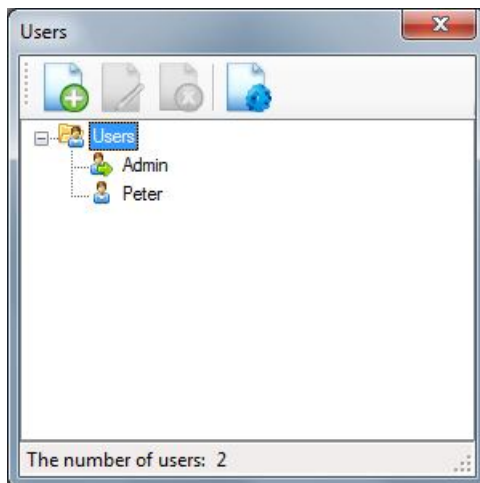


Press "Save" button to save the settings.

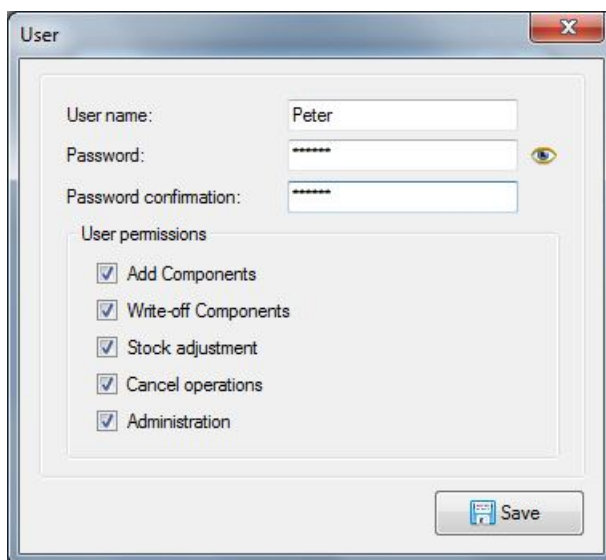
### 5.9.2. Manage security settings

Select command "Users" menu "Configuration".

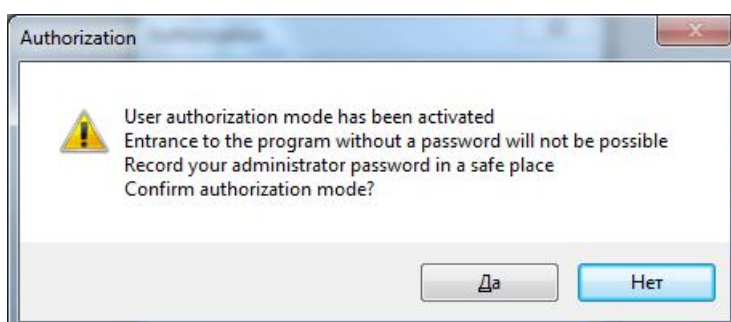
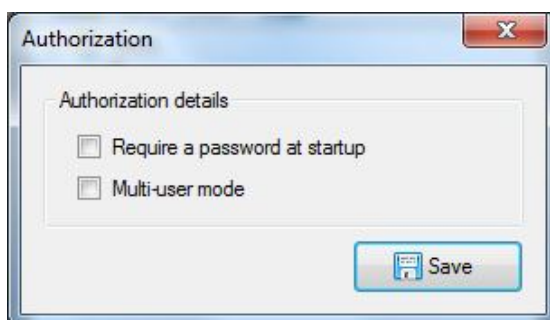




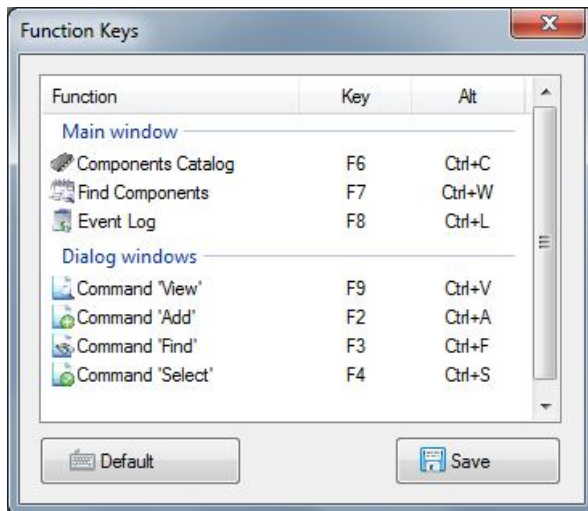
The default user icon is marked with a green arrow and the name "Admin". The default admin password is "123456". It is recommended to change it before turning on the authorization mode. The program is launched with the default user rights at the disabled user authorization mode.



By default the request of authorization is disabled. Press button "Login Options" in the menu "Configuration" and set flag in the "Authorization" dialog.



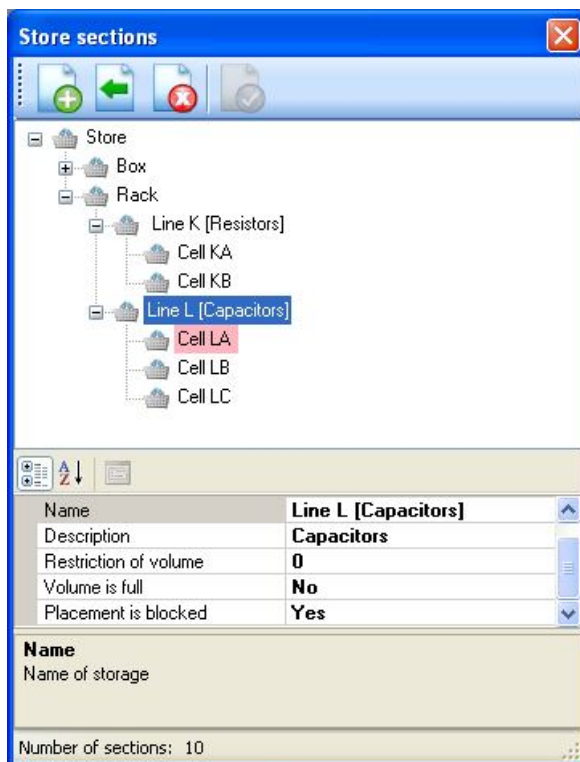
### 5.9.3. Function keys



### 5.9.4. Definition of the warehouse's structure

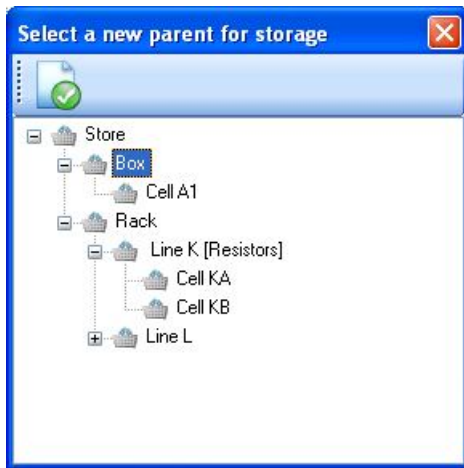
The program supports multi-level system of the warehouse. For example, a warehouse can include multiple racks, shelves, boxes and cells.

Click item "Store Sections" in the menu "Configuration" for definition of the actual warehouse's structure. Dialog "Store Sections" is displayed.



To expand or collapse all nodes right click on the tree. Select "Expand All" or "Collapse All" item in the context menu.


Click "Add new section" button to create a new section (storage, rack, box...). Section called "New section" will be created and added to the structure of the warehouse.

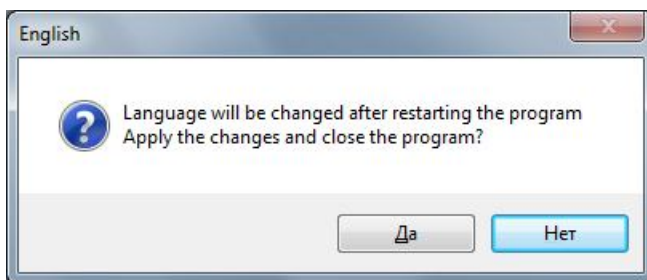


Select a new parent and click "Select" button.

### 5.9.5. Selecting a language

The program supports multi-language interface. The default language of the interface corresponds to the operating system language.

To change the interface language, click on the button  in the toolbar and in the list that appears, select the desired interface language. A confirmation will be displayed.



After confirmation, the program will be automatically closed. After restarting the program will have selected the required language.

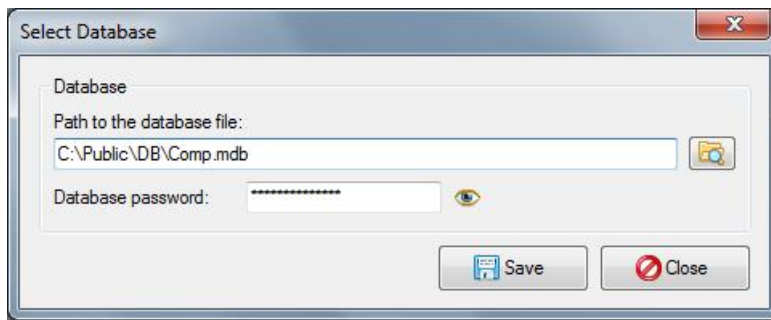
## 5.10. Service functions

### 5.10.1. Select the database

If was changed the database location will be displayed the warning.



Click item "Select Database" menu "Tools". A dialog box "Select Database" appears on the screen.



Select the database file "Comp.mdb" and click "Save".

Attention! After change of the path to the database it is required a restart program to reconnect.

### 5.10.2. Database maintenance

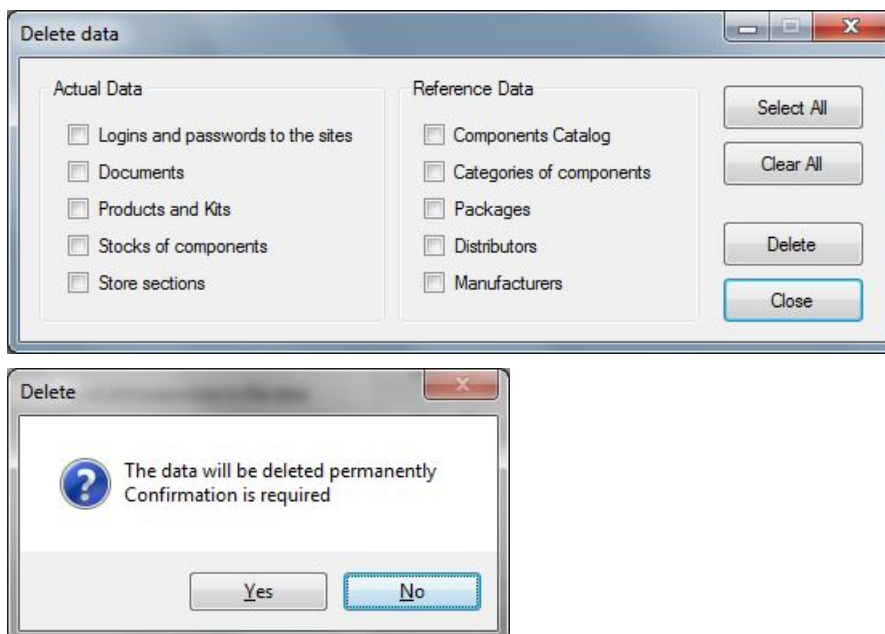
Database maintenance includes backup and compact database.

It is recommended to periodically copy the file "Comp.mdb" to the backup disk.

Compact database to reduce the database file size. To compact the database you have to use MS Access or utility "Jetcomp.exe" (available for download from the Microsoft website).

### 5.10.3. Deleting data

Select command "Delete data" menu "Tools".



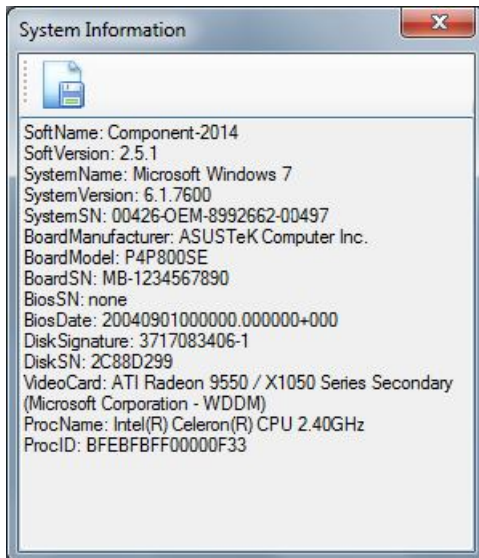
Click "Yes" button to delete the selected data. Click "No" button to cancel deleting.

WARNING:

It is recommended to make a copy of the database file before deleting the data.

### 5.10.4. System Information

Select command "System Information" menu "Help".



### 5.10.5. About dialog

Click "About" item from "Help" menu. The "About" dialog is displayed.



## 5.11. Software licensing

### 5.11.1. License options

The functionality of the program depends on the type of license. License options with their comparative characteristics indicated in the table.

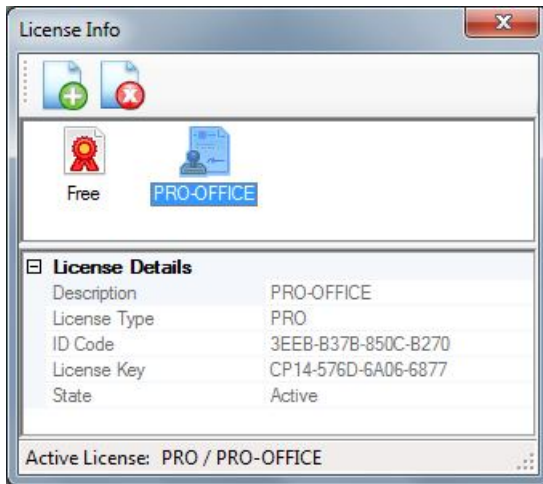
Software Restrictions	License	
	FREE	PRO
Limits the number of products	5	$\infty$
Limits the number of storages	7	$\infty$
Limits the number of components types in a warehouse	70	$\infty$
Limits the number of components in a warehouse	1000	$\infty$
Export data about stocks of components	-	√

The default program comes with a FREE license.

To expand the possibilities of the program is enough to get PRO license and activate the license key.

### 5.11.2. License info

To view information about the active license type, click the "License Info" menu "Help". You will see a window "License Info" with information about the active license.



### 5.11.3. Licensing description

The license grants the right to use the program on one computer. Checking license includes comparing the license key and ID code of PC.

ID code of PC is generated automatically based on the hardware configuration of the computer with the installed program.

To obtain a PRO license, you must open the dialog "License Info", copy the ID code of the computer from the field "ID Code" and send it to the address of the program developer.

If you change the ID code as a result of renovation or replacement of the hardware configuration of the computer the license key must be replaced at the user's request.

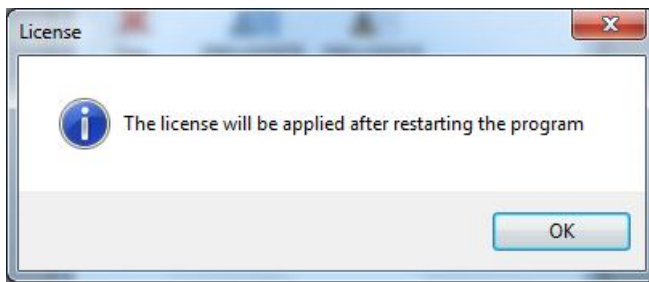
The database and program files can be placed and run from removable media (such as flash drives). You can enter more one license key for usage PRO license on some computers. The program select the active key automatically.

### 5.11.4. License activation

To enter a new license key, click on the "Add" button in the "License Information" dialog box. A dialog box will appear "New License".



Enter the received license key and click "Save." The program will confirm the saving of the license and will display alert you to restart.



#### 5.11.5. Troubleshooting the license verification

Virtual network adapters can modify MAC address after restart the computer. It is cause, a change of ID code used for verification license key.

In this case, before requesting of the license key is recommended:

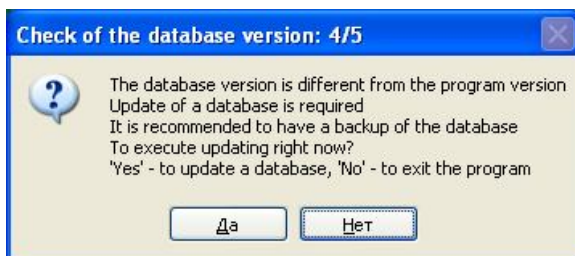
- 1) Click item "System Information" menu "Help". Wait until the completion of data collection and take a screenshot of the window.
- 2) Restart the computer and repeat first step. Compare the MAC addresses of network adapters before and after the reboot.
- 3) If there is no change, no additional configuration is required. If there are changes to remember the sequence number of the network adapter, MAC address, which remains unchanged.
- 4) Click item "Settings" menu "Configuration" and open the "Other" tab. Enter the sequence number specified in third step to the field "Network adapter serial number" of the panel "License control". Save the changes and restart the program.
- 5) Make sure the ID code in the "System Information" remains the same after a reboot.

#### 5.12. Update version software

In the case of the release of a new version it becomes available for download from the developer's site. Updating is as follows:

- Download the latest version and unpack it from archive
- Make the database backup and save the old version of the program;
- Copy the new version to the catalog of the program
- Launch a new version of the program.

The program can ask for confirmation to update the database version:

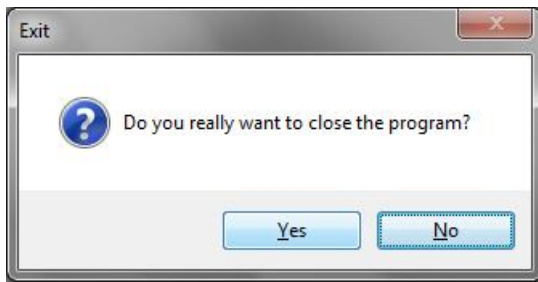


After updating the database the new version of the program will be ready for use.

#### 5.13. Closing the program

Select "Exit" item from "File" menu. The confirmation request will be displayed.





Click "Yes" button to close the program. Click "No" button to cancel closing.

WARNING! It is recommended periodically to make a copy of the database file in a safe place.

## **6. Technical Support**

If you have any queries about using the program or you need additional information, contact us:

Alfa-Galaxy Ltd.

<http://www.alfa-galaxy.com>

E-mail: [info@alfa-galaxy.com](mailto:info@alfa-galaxy.com)



## 7. Appendices

### 7.1. File list

No.	File	Description
1	Comp.exe	Executable File
2	Comp.exe.config	Configuration File
3	Comp.mdb	Database File
4	UserGuide.pdf	User Guide
5	LicenseAgreement.pdf	License Agreement
6	Datasheet.pdf	Information Booklet
6	History.txt	Version History

### 7.2. List of Reports

No.	Documents & Reports
1	Incoming Invoice
2	Outgoing Invoice
3	Bill of Materials
4	Stock Sheet
5	Purchase Order
6	Stock Turnover Report
7	Receipts from Suppliers Report
8	Consumption for Products Report
9	Used Components Report
10	Applicability of Component Report
11	Range of Supplies
12	Dynamics of Prices
13	Component Catalog
14	Product Costing
15	Event Log

### 7.3. The printed forms

### 7.3.1. Print form "Incoming Invoice"

Print preview

Page 1

Component 2014 (C) Alfa-Galaxy Ltd.

Micron Limited Corp.

**INCOMING INVOICE No. 1**

Vendor: Farnell Date: 12/3/2014

No.	Component Name	Manufacturer	Qty	Price	Total
1	1N4148 Diode		10	0.10	1.00
2	BS-115C-5VDC Relay	Bestar	2	2.00	4.00
3	1K Resistor		21	0.06	1.26
4	Capacitor SMD 1206 0.1 uF	Murata	5	0.16	0.80
5	SMD 0805 4.7K Resistor	Yageo	8	0.10	0.80
Total amount:					7.86

CEO \_\_\_\_\_ Mr. James Richardson

### 7.3.2. Print form "Outgoing Invoice"

Print preview

Page 1

Component 2014 (C) Alfa-Galaxy Ltd.

Micron Limited Corp.

**OUTGOING INVOICE No. 3**

Product: Panel 1 Date: 12/3/2014

No.	Component Name	Manufacturer	Store	Qty	Price	Total
1	1N4148 Diode		Cell A1	2	0.10	0.20
2	BS-102B Relay	Bestar	Cell A1	1	2.00	2.00
3	1K Resistor		Cell KA	13	0.06	0.78
4	SMD 0805 4.7K Resistor	Yageo	Cell KB	2	0.10	0.20
5	Ceramic Capacitor 0.47 uF		Cell LB	3	0.16	0.48
Total amount:					3.66	

CEO \_\_\_\_\_ Mr. James Richardson

### 7.3.3. Print form "Bill of Materials"

Print preview

Page 1

'Component 2014' (C) Alfa-Galaxy Ltd.

Micron Limited Corp.

**BILL OF MATERIALS**

Product: Module MDK-4

No.	RefDes	Description	Qty	Note
1		1K Resistor	5	
2		IN5820 Diode	2	
3		AT24C512B-25 SO-8 Memory	1	
4		Ceramic Capacitor 0.33 uF	2	
5		NE555 Timer Chip	1	

Total: 11 items

CEO \_\_\_\_\_ Mr. James Richardson

### 7.3.4. Print form "Stock Sheet"

Print preview

Page 1

'Component 2014' (C) Alfa-Galaxy Ltd.

Micron Limited Corp.

**STOCK SHEET**

Category: Resistors

Date: 12/3/2014

No.	Component Name	Package	Manufacturer	Qty	Price	Store
1	1K Resistor			20	0.06	Cell KA
2	SMD 0805 4.7K Resistor	0805	Yageo	6	0.10	Cell KB
Total:				26	1.80	

CEO \_\_\_\_\_ Mr. James Richardson

### 7.3.5. Print form "Purchase Order"

Print preview

Page 1

Component 2014 (C) Alfa-Galaxy Ltd.

Micron Limited Corp.

**PURCHASE ORDER**

Product: Module MDK-4 (Lot Size: 2 pcs. / All components)

No.	Component Name	Manufacturer	Qty	Price	Vendor
1	1K Resistor		10	0.06	Farnell
2	1N5820 Diode		4	0.00	
3	AT24C512B-25 SO-8 Memory	ATMEL	2	0.00	
4	Ceramic Capacitor 0.33 uF		4	0.00	
5	NE555 Timer Chip		2	0.00	
<b>Total:</b>			<b>22</b>	<b>0.60</b>	

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### 7.3.6. Print form "Product Costing"

Предварительный просмотр

Страница 1

Component 2014 (C) Alfa-Galaxy Ltd.

**PRODUCT COSTING**

Product: Module MDK-4

No.	Product designation	Components of the product			PCB Area, sq.dm	PCB Cost	Soldering points			Soldering cost
		Parts	Qty	Amount			DIP	SMD	Total	
1	Module MDK-4	4	9	0.25	0.06	0.30	0	12	12	0.60

Total production cost: 1,15

Note: excluding the value of pre-production, assembly, adjustment, labeling, inspection and packaging products Total production cost

### 7.3.7. Print form "Kit Costing"

Предварительный просмотр

Страница 1

NY, 1500 1st avenue, of 55

Micron Limited Corp.

#### KIT COSTING

Kit: New kit #314

No.	Product designation	Components of the product	Parts	Qty	Amount	PCB Area, sq.dm	PCB Cost	Soldering points	Soldering cost	Total cost	Party Size	Party cost
1	Console PDK-4	4	9	0.25	1,00	1,00	12	1,20	2,45	2	4,90	
2	Module MDK-4	4	9	0.25	0,06	0,06	12	1,20	1,51	3	4,53	

Total production cost: 9,43

Note: excluding the value of pre-production, assembly, adjustment, labeling, inspection and packaging products

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### 7.3.8. Print form "Event Log"

Предварительный просмотр

Страница 1

NY, 1500 1st avenue, of 55

Micron Limited Corp.

#### EVENT LOG

From 01.03.2016 to 19.05.2016

Component: <All>

No.	Date/time	Event	Component Name	Package	Manufacturer	Qty	Price	Total	Store	Doc	User
1	16.03.2016 0:49	Receipt	SMD 0805 4.7K Resistor	0805	Yageo	50	0,05	2,50		65	
2	16.03.2016 0:57	Receipt	SMD 0805 4.7K Resistor	0805	Yageo	10	0,06	0,60	Cell A1		
3	14.05.2016 14:25	Receipt	K-line L9637D013TR Inter. Chip		ST	1	1000,00	1000,00		66	
4	14.05.2016 14:27	Receipt	BS-102B Relay		Bestar	2	0,00	0,00			
5	19.05.2016 12:54	Issue	SMD 0805 4.7K Resistor	0805	Yageo	1	0,06	0,06	Cell A1		Admin

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### 7.3.9. Print form "Stock Turnover"

Print preview

Micron Limited Corp.

**STOCK TURNOVER**

From 12/1/2014 to 12/3/2014

No.	Component Name	Qty	Debit Total	Qty	Credit Total
1	1K Resistor	36	2.16	16	0.96
2	1N4148 Diode	18	1.80	7	0.70
3	BS-102B Relay	2	4.00	3	6.00
4	BS-115C-5VDC Relay	3	6.00	0	0.00
5	Capacitor SMD 1206 0.1 uF	5	0.80	0	0.00
6	Ceramic Capacitor 0.47 uF	20	3.20	9	1.44
7	K-line L9637D013TR Inter. Chip	0	0.00	1	0.00
8	SMD 0805 4.7K Resistor	8	0.80	2	0.20
<b>Total:</b>		<b>92</b>	<b>18.76</b>	<b>38</b>	<b>9.30</b>

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### 7.3.10. Print form "Receipts of components from suppliers"

Print preview

'Component 2014' (C) Alfa-Galaxy Ltd.

Micron Limited Corp.

**RECEIPTS OF COMPONENTS FROM SUPPLIERS**

From 12/1/2014 to 12/3/2014

No.	Vendor	Items	Qty	Total
1	Farnell	10	92	18.76
<b>Total:</b>			<b>92</b>	<b>18.76</b>

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### 7.3.11. Print form "Consumption for products"

Print preview

Page 1

Component 2014 (C) Alfa-Galaxy Ltd.

Micron Limited Corp.

**CONSUMPTION FOR PRODUCTS**

From 12/3/2014 to 12/3/2014

No.	Product	Qty	Total
1	Panel 1	21	3.66
2	Panel 2	15	5.48
Total:		36	9.14

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### 7.3.12. Print form "Used Components"

Предварительный просмотр

Страница 1

NY, 1500 1st avenue, of. 55

Micron Limited Corp.

**USED COMPONENTS**

No.	Component Name	Package	Products	Qty
1	1N4148 Diode		1	1
2	BS-102B Relay		1	1
3	Electr.Capacitor 2200 uF 10 V		1	2
4	SMD 0805 4.7K Resistor	0805	1	5
5	SMD 1206 10K Resistor	1206	1	1

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### 7.3.13. Print form "Applicability of component"

Предварительный просмотр

Страница 1

NY, 1500 1st avenue, of. 55

Micron Limited Corp.

**APPLICABILITY OF COMPONENT**

Component: SMD 0805 4.7K Resistor

No.	Product	RefDes	Qty
1	Module MDK-4	R1-R5	5
<b>Total:</b>			<b>5</b>

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### 7.3.14. Print form "Range of supplies"

Print preview

Close

Page 1

Component 2014 (U) Alfa-Galaxy Ltd.

Micron Limited Corp.

**RANGE OF SUPPLIES**

Vendor: Farnell

From 12/3/2014 to 12/3/2014

No.	Component Name	Qty	Price	Total
1	1K Resistor	15	0.06	0.90
2	1K Resistor	21	0.06	1.26
3	1N4148 Diode	8	0.10	0.80
4	1N4148 Diode	10	0.10	1.00
5	BS-102B Relay	2	2.00	4.00
6	BS-115C-5VDC Relay	1	2.00	2.00
7	BS-115C-5VDC Relay	2	2.00	4.00
8	Capacitor SMD 1206 0.1 uF	5	0.16	0.80
9	Ceramic Capacitor 0.47 uF	20	0.16	3.20
10	SMD 0805 4.7K Resistor	8	0.10	0.80
<b>Total:</b>		<b>7 items</b>	<b>92</b>	<b>18.76</b>

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### 7.3.15. Print form "Dynamics of prices"

Print preview

Page 1

'Component 2014' (C) Alfa-Galaxy Ltd.

Micron Limited Corp.

**DYNAMICS OF PRICES**

Component: Ceramic Capacitor 0.47 uF From 12/3/2014 to 12/3/2014

No.	Date	Vendor	Qty	Price	Total
1	12/3/2014	Farnell	20	0.16	3.20
2	12/3/2014	Finder	10	0.18	1.80

Change in price: 0.02

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