



Product Description

Description

XTRAX Tracker (single-user) and **MultiTracker** (multi-user) provide complete exhibit inventory management, reservations, and tracking. Tracker is designed for use on a single computer while **MultiTracker** is licensed on a concurrent user basis – a fixed number of users (i.e., 5, 10, 15, etc.) may access the databases at any one time (see Hardware and Software Configuration datasheet for details).

XTRAX consists of three distinct functions: *Administrator*, *Manager*, and *Warehouse*. *Administrator* is used to establish inventories and to produce a variety of inventory management reports. The *Manager* function tracks event information including inventory reservations. *Manager* produces several event management reports. The *Warehouse* function records the movement of inventory using a handheld laser bar code scanner. *Warehouse* produces pick lists, packing lists, bills of lading and shipment discrepancy reports. All three functions connect to the **XTRAX Databases** either on the local hard drive (**Tracker**) or on a file server connected through a local area network (**MultiTracker**).

Features

XTRAX uses the familiar Windows “tab” interface. All program features appear as a series of tabs on the main screen. Clicking on a tab selects that function. All functions are also available via menus and/or the keyboard. **XTRAX** controls access to the three functions. Depending on the user’s access level, it hides functions and certain features. All users may access any report.

XTRAX prevents “mis-ships” and “short-ships” by comparing quantities shipped and/or received to quantities reserved. The shipped and/or received quantities are based on the bar codes scanned in the warehouse. This discrepancy processing function operates at two levels: over a specific shipment or receipt, or alternately, over all shipments and receipts. At least once a day, all shipments and receipts are checked for discrepancies.

XTRAX accurately forecasts future component availability and detects availability conflicts. It first calculates current inventory level and then examines all shipments and receipts for the specified component from today through the end of the desired time-frame. **XTRAX** performs this check every time a component reservation is added or changed. And, at least once a day, **XTRAX** checks every reservation in each inventory, reporting any conflicts. A user can check the future availability of an individual item.

XTRAX supports multiple inventories, each with its own events, inventory, reservations, etc. Users may define the inventory as *crated* or *non-crated*. Inventories that store items within crates are defined as *crated*. **XTRAX** maintains the relationship between each crate and its contents. An inventory is either *located* or *non-located*. *Located* indicates that **XTRAX** should maintain a warehouse location for each item (i.e., a warehouse might be Aisle 5, Rack 3, Shelf 2). An inventory may also use *structured* items codes. In such an inventory, **XTRAX** helps the user assign item codes based on the kind of property being added.

XTRAX maintains detailed information about events including show and advance warehouse addresses. Completed events may be moved to the Event Archive for future reference. The word processor-like event comment editor allows input of free form comments, instructions and other event details. The Sites feature stores commonly used event sites for easy access. The Global Event capability allows events to be rolled-up across many inventories.

XTRAX produces complete shipping documentation including Shipping Reports, Packing Lists, Bills of Lading and international shipping documents. **XTRAX** also tracks damage as items are received back into the warehouse. Summary information for completed shipments can be archived for future reference.

XTRAX interfaces with digital cameras and scanners. An image may be associated with any item in an inventory for instant visual confirmation.

Capacities

XTRAX Tracker supports multiple inventories for a single location. To maximize performance and minimize multi-user contention, **XTRAX** uses a separate JET 4.0 database for each inventory. With sufficient server hard disk space, each **XTRAX** inventory can contain hundreds of item types and thousands of inventory items. Three images (small, medium and large) can be associated with any item. Using JPEG format, the total storage requirement per item is typically about 60K.



Winthrop Technologies Corporation

Property Management Software for Exhibit Houses and Exhibitors

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Function Tabs

Tab	Function
Events/Reservations	Enter event information, reserve inventory, validate (check conflicts) reservations for an event
Availability	Check availability of an item, determine which events are using an item
Global Events	Define events used by more than one inventory
Items/Units	Define items in an inventory (including item specifications and associated items)
Inventory Setup	Add, edit and delete inventories
System Setup	Define warehouse locations (and print bar code labels), users, country codes, Schedule B numbers, damage codes with descriptions and WEBView users (optional). Set installation name.
Bar Code Labels	Produce bar code labels
Scans and Scanner	Download and upload bar code scans from hand-held scanner, edit or delete scans, update inventory
Edit Inventory	Add crates, associated items, change crating or warehouse location (within Warehouse function)
Web Orders	Processes orders submitted via WEBView
Sites	Add, edit and delete common event sites
Event Archive	View information about past events, maintain archive
Ship/Receive Archive	View information about past shipments/receipts, maintain archive
Client Materials	Temporarily add client-provided or rented items to inventory (automatically makes reservation)
Inventory Info	View next shipment, next receipt, conflict status and discrepancy status for all inventories

Reports

Group	Report
Status	Discrepancies , a list of shipments and/or receipts where quantity shipped or received does not match quantity expected (reserved); Conflicts , a list of reservations for which items will not be available based on current inventory and reservation data (and, in a crated inventory, a list of items that are no longer in the crate in which they were reserved); Transactions , a list of inventory update transactions (i.e., attempting to ship damaged part); and Client Report , a list of all clients with number of items and storage requirements.
Event	Forecast listing upcoming shipments and receipts; Reservation Confirmation , Reservation Estimates (labor/cost estimate) and Transportation Report (freight needs) for a specific event; Reservation Summaries for all events in a specific date range; Event Schedule ; Global Report listing all inventories and events associated with each global event.
Inventory	Item Specs listing all components and their specifications (height, width, etc.); Inventory by Item or Crate listing all items by item type or crate; Replacement Value ; Book Value ; Item Image ; Consumables listing current quantity of all premiums/give-aways; End of Life listing all items at or near end of life; Unable to Bar Code listing bar codes and images for items that cannot be bar coded; and Usage listing, by individual item, all events at which each item was used.
Shipping and Receiving	Shipping and Receiving ; Bill of Lading ; Packing List ; Transship Report listing of all items to be transshipped; Certificate of Registration ; Commercial Invoice ; Textile Declaration ; NAFTA Certificate ; Receiving Damage Report ; Loose Items Reports and Ship/Receiving Summary .



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