proteus mmx

PROTEUS MMX TRAINING MANUAL – COST CENTERS

Eagle Technology, Inc.

eagle
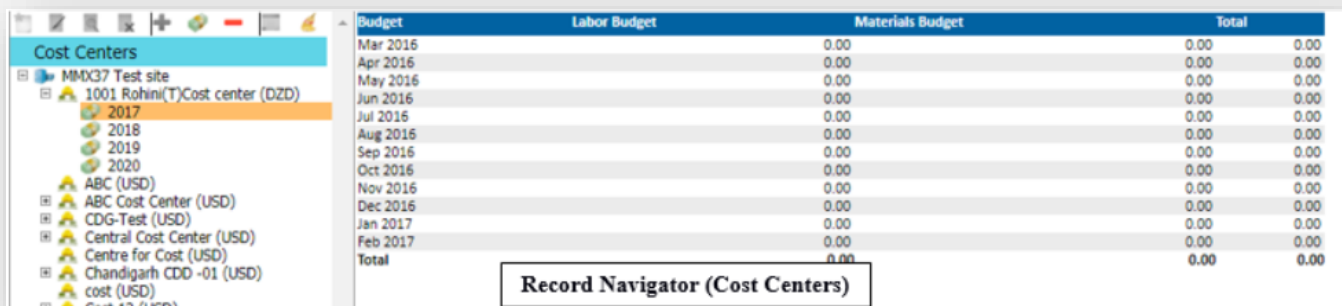TECHNOLOGY

CONTENTS

COST CENTERS

1. OVERVIEW

The **Cost Centers** menu in the **Company** Functional Area is used to create, modify, and delete cost centers. The Cost Centers page is also used to set budgets for individual cost centers. Users must have right to the Cost Centers to use this feature.

The Cost Centers page allows authorized users to set a material budget and a labor budget amount for each month, per cost center. Labor costs are accumulated when a work order is closed. Material costs accumulate when a work order is closed, when a purchase order is closed, or when a transaction is performed.

> **Note:** Costs will only accumulate if the user has selected a Cost Center on the Work Order, Purchase Order, or Transaction.

The actual amount of money used from a budget is displayed in the **Actual Costs** field. When a work order is closed and a part is used in an active work order has a cost center assigned, the material budget is decreased by the unit cost of the part. When a work order is closed and labor is used in an active work order which has a cost center assigned, the labor budget is decreased by the cost of the labor.

Budget	Labor Budget	Materials Budget	Total	
Mar 2016		0.00	0.00	0.00
Apr 2016		0.00	0.00	0.00
May 2016		0.00	0.00	0.00
Jun 2016		0.00	0.00	0.00
Jul 2016		0.00	0.00	0.00
Aug 2016		0.00	0.00	0.00
Sep 2016		0.00	0.00	0.00
Oct 2016		0.00	0.00	0.00
Nov 2016		0.00	0.00	0.00
Dec 2016		0.00	0.00	0.00
Jan 2017		0.00	0.00	0.00
Feb 2017		0.00	0.00	0.00
Total		0.00	0.00	0.00

Cost Centers

- MMX37 Test site
  - 1001 Rohini(T)Cost center (DZD)
    - 2017
    - 2018
    - 2019
    - 2020
  - ABC (USD)
  - ABC Cost Center (USD)
  - CDG-Test (USD)
  - Central Cost Center (USD)
  - Centre for Cost (USD)
  - Chandigarh CDD -01 (USD)
  - cost (USD)
  - Cost 12 (USD)

Record Navigator (Cost Centers)

2. SELECTING A COST CENTER AND CURRENT FISCAL YEAR

From the Cost Center tree, the user can select the Cost Center as well as the current Fiscal Year/Budget. This can be accomplished by selecting the ***Change Fiscal Year Start Month*** icon.

Note: The display will be updated and the Fiscal Start Month will be changed for all Cost Centers in the system.

3. ENTERING DATA

TO CREATE A COST CENTER

1. Select the ***New Cost Center*** icon
2. Enter the Cost Center Name
3. Choose the Currency
4. Select the Start Date (Current or Previous year)
5. Select the ***Save*** icon

TO ADJUST A COST CENTER'S BUDGET

1. Select a Cost Center and expand it to view the fiscal years/budgets
2. Select the ***Adjust Budget*** icon
3. Adjust the budget data as necessary, entering Labor and Material amounts
4. Select the ***Save*** icon

Note: Budget data for past months cannot be adjusted.

TO CREATE A NEW COST CENTER BUDGET FOR THE NEXT FISCAL YEAR

1. Select a Cost Center
2. Select the ***Add New Budget*** icon
3. Enter the Fiscal Year
4. Adjust the budget data as necessary, entering Labor and Material amounts
5. Select the ***Save*** icon

Note: A Cost Center cannot be deleted if it is used on a Work Order Master or an Active Work Order.

TO EDIT A COST CENTER

1. Select a Cost Center
2. Select the ***Edit*** icon
3. Enter a new name
4. Select the ***Save*** icon

TO PURGE THE BUDGET HISTORY OF A COST CENTER

1. Select a Cost Center
2. Select the Purge Budget History icon
3. Select a range of dates to purge
4. Select the *Save* icon