

# USER INTERFACE

This chapter provides information on user interface elements and VPS Manual elements.

The VPS system is a program with which users will interface. The screens you see may differ depending on the user and the facility. The screens in the VPS Manual are shown at the Power User level, unless otherwise noted. The user level required for each process will be indicated.

## 1.1 MENU SCREEN

When VPS is launched, the screen will open to the **Menu** ribbon tab.

From the **Menu** tabbed screen you will see your upper level controls: **Menu** and **Reports** options. **Menu** options are visible as portal tabs. *FIGURE 1.1*

- A) Title Bar
- B) Ribbon Page Tabs
- C) Portal Page Tabs
- D) Function Buttons
- E) Split bar
- F) Reports

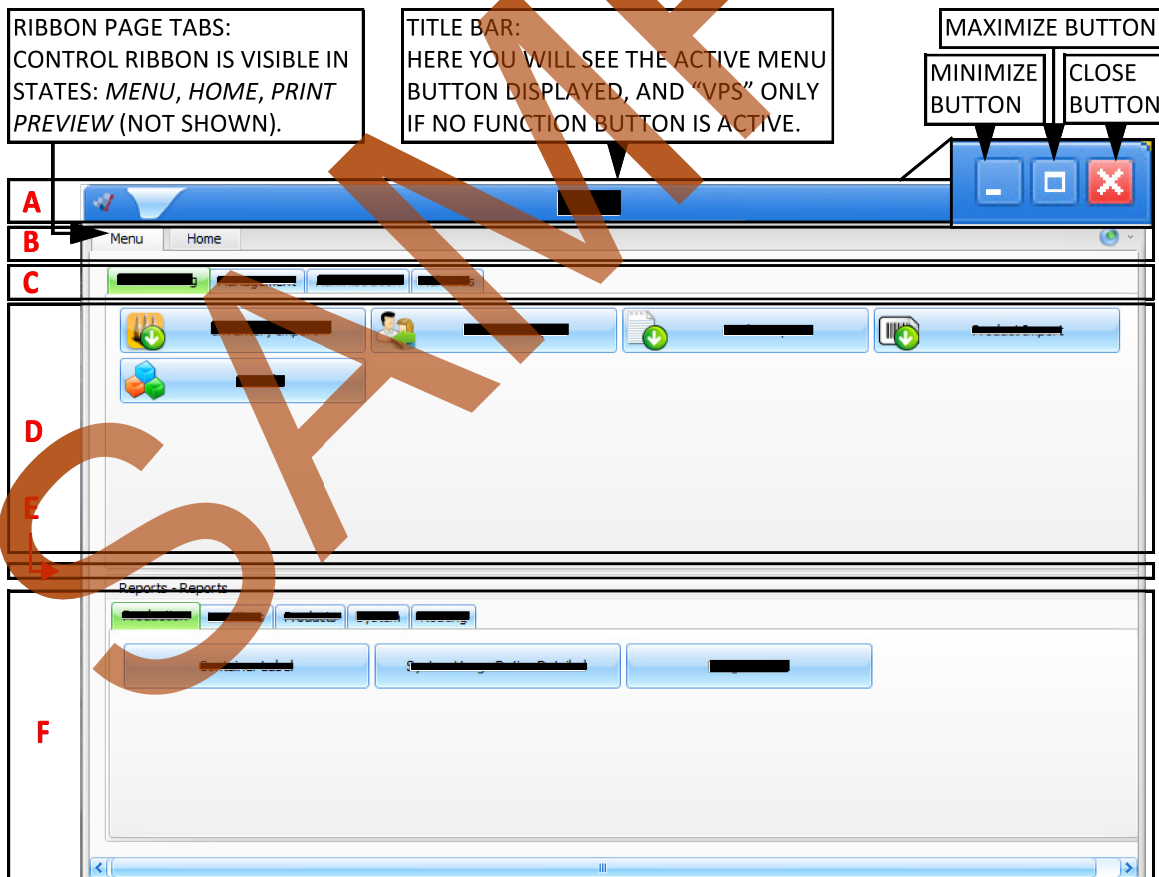


Fig. 1.1

# 1 User Interface

## 1.2 HOME SCREEN: LIST VIEW

When a function button is clicked, the **Home** screen is shown on the ribbon tabs portion of the screen. Shown below is the **Products** screen. *FIGURE 1.2*

Here the VPS List View screen displays:

- A) Ribbon
- B) Function Tabs (of the function buttons from the **Menu** tabbed screen)
- C) Filter
- D) List Pane
- E) Details Pane
- F) Details Tabs
- G) Summary Cells
- H) Footer

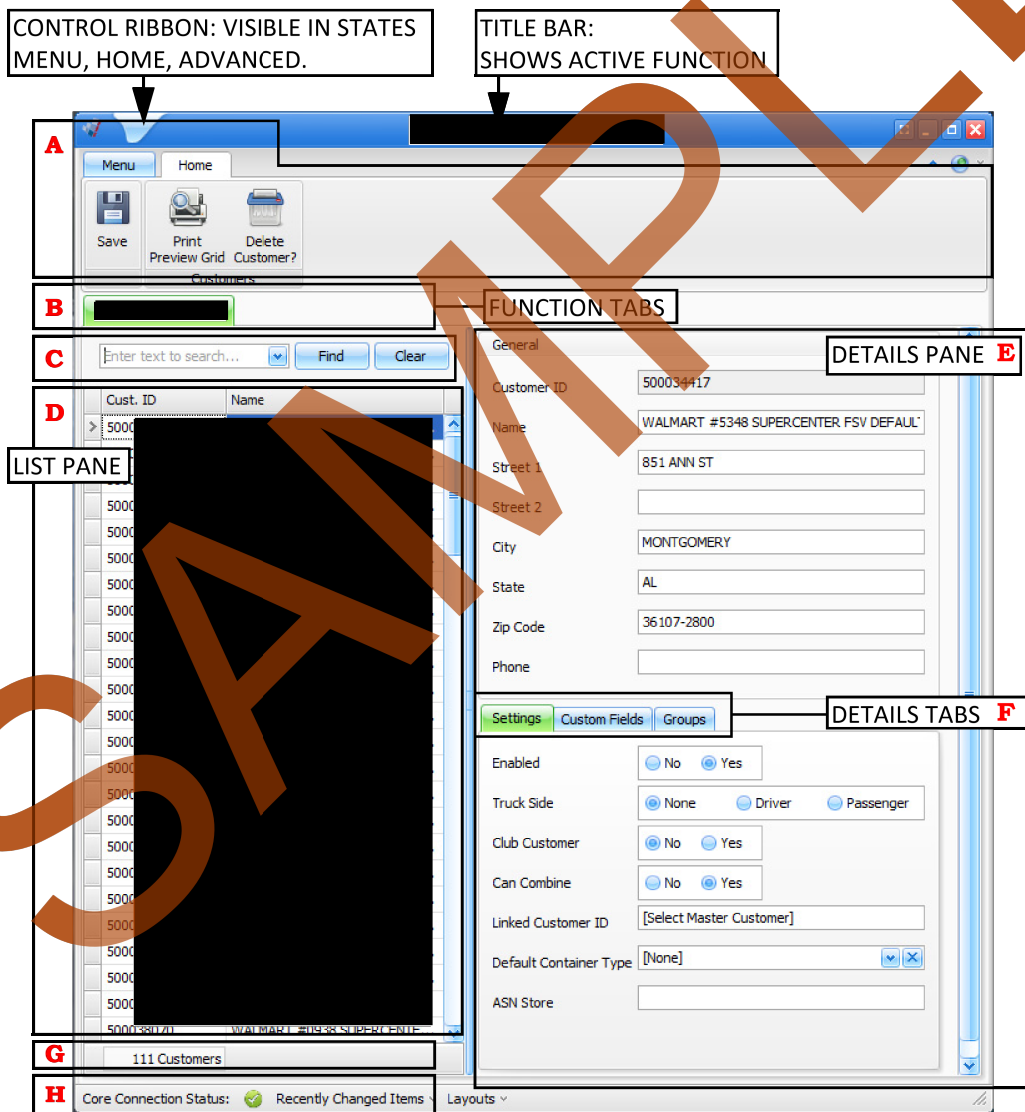


Fig. 1.2

# 1.3 HOME SCREEN: GRID VIEW

When a function button is clicked, the **Home** screen is shown on the **Ribbon** tabs portion of the screen. The **Loads** screen is displayed below. *FIGURE 1.3*

Here the VPS grid screen shows:

- A) Ribbon
- B) Function Tabs (of the function buttons from the **Menu** tabbed screen)
- C) Filter
- D) Grid
- E) Summary Box
- F) Custom Filters Area
- G) Footer
- H) Properties Side Bar

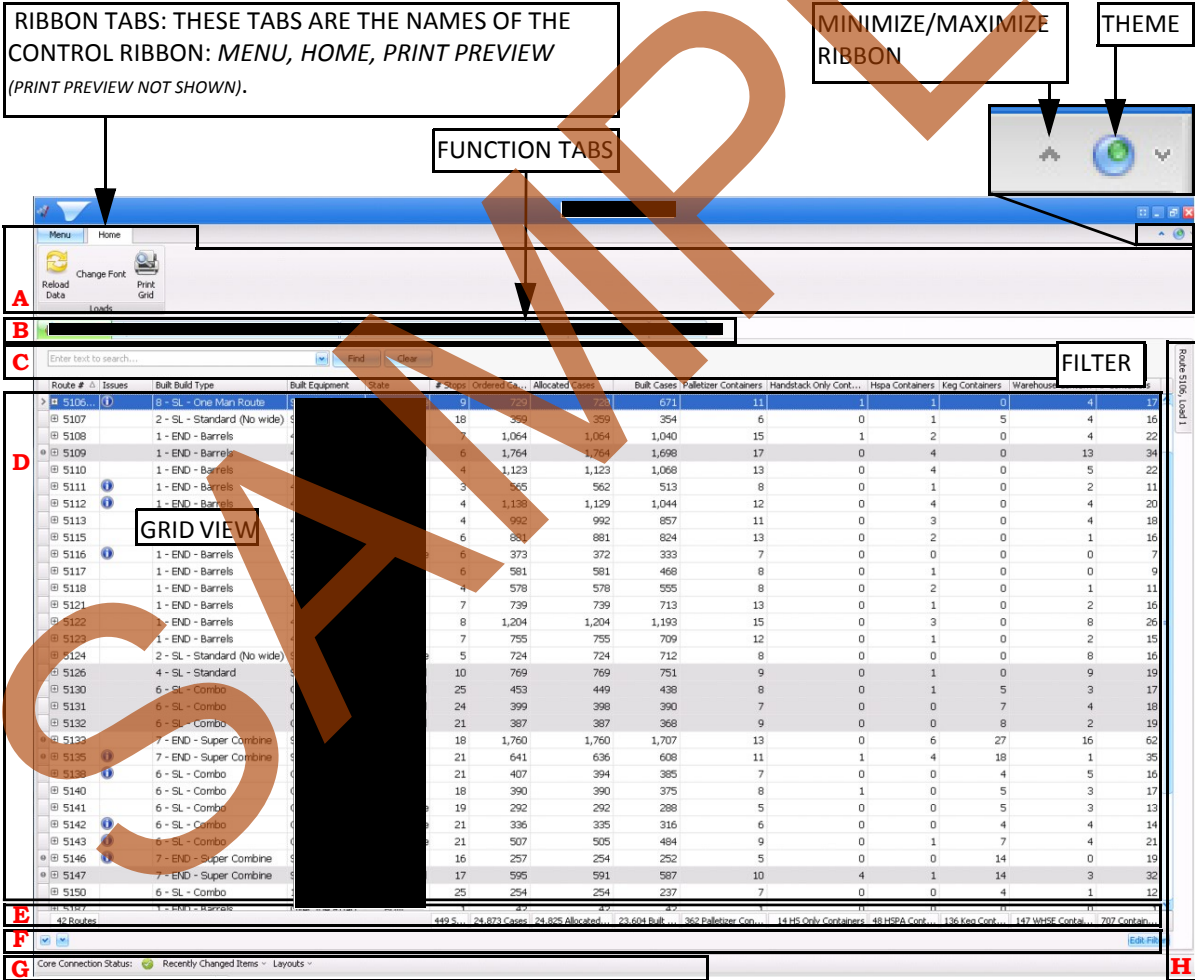


Fig. 1.3


# 1 User Interface

## 1.3.1 RIBBON

From the **Home** tab, on the upper part of the VPS screen is the ribbon. The ribbon contains command buttons related to the open (green tab) in the grid (lower portion of the VPS screen). Ribbon commands vary depending on which button or tab you have open.

### 1.3.1.1 USER INTERFACE RIBBON

The ribbon controls appear near the top of the user interface screen. Each ribbon is divided into panels containing one or more related controls. *FIGURE 1.4 & FIGURE 1.5*

 **HINT** RIBBON TAB: CONTAINS GROUPS OF MULTIPLE RIBBONS, EACH BELONGING TO ONE WORK FLOW OR ACTION.  
RIBBON: CONTAINS BUTTONS AND CONTROLS RELATED TO A TASK.

RIBBON TABS: THESE TABS ARE THE NAMES OF THE CONTROL RIBBON.

PANEL: GROUPS OF CLOSELY RELATED CONTROLS.

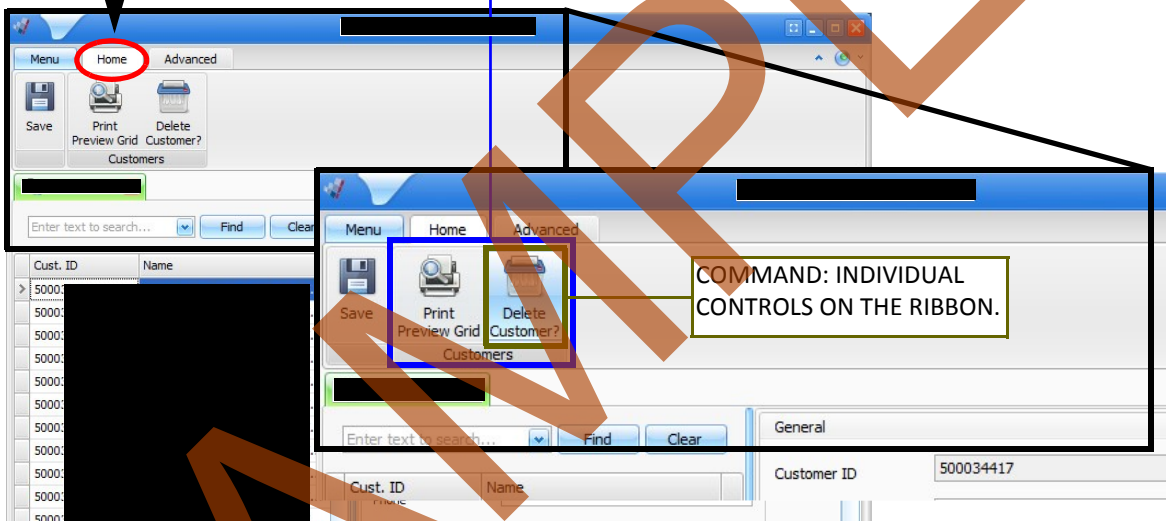
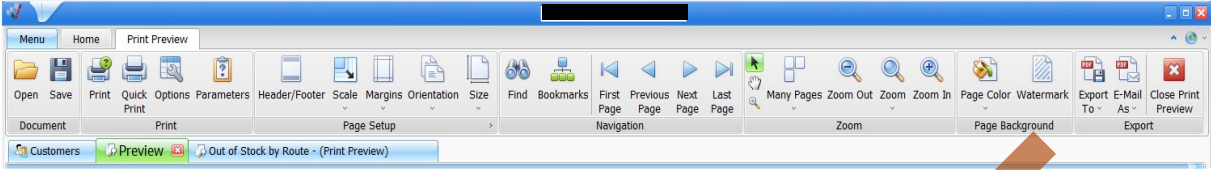


Fig. 1.4

PRINT COMMAND

PRINT PREVIEW RIBBON



**HINT** THE PRINT RIBBON WILL BE DISCUSSED IN DETAIL IN THE "REPORTS" CHAPTER.

Fig. 1.5

Print enables the user to print the grid as it is set up in the window. Operators will select **Print** and another tab will open, showing **Preview**. This shows the user the potential print. If the print should look different than the preview, close the **Preview** tab, and re-arrange the grid.

Selecting the preview command again allows the user to view changes, and Save or Print per facility needs.

PRINT PREVIEW

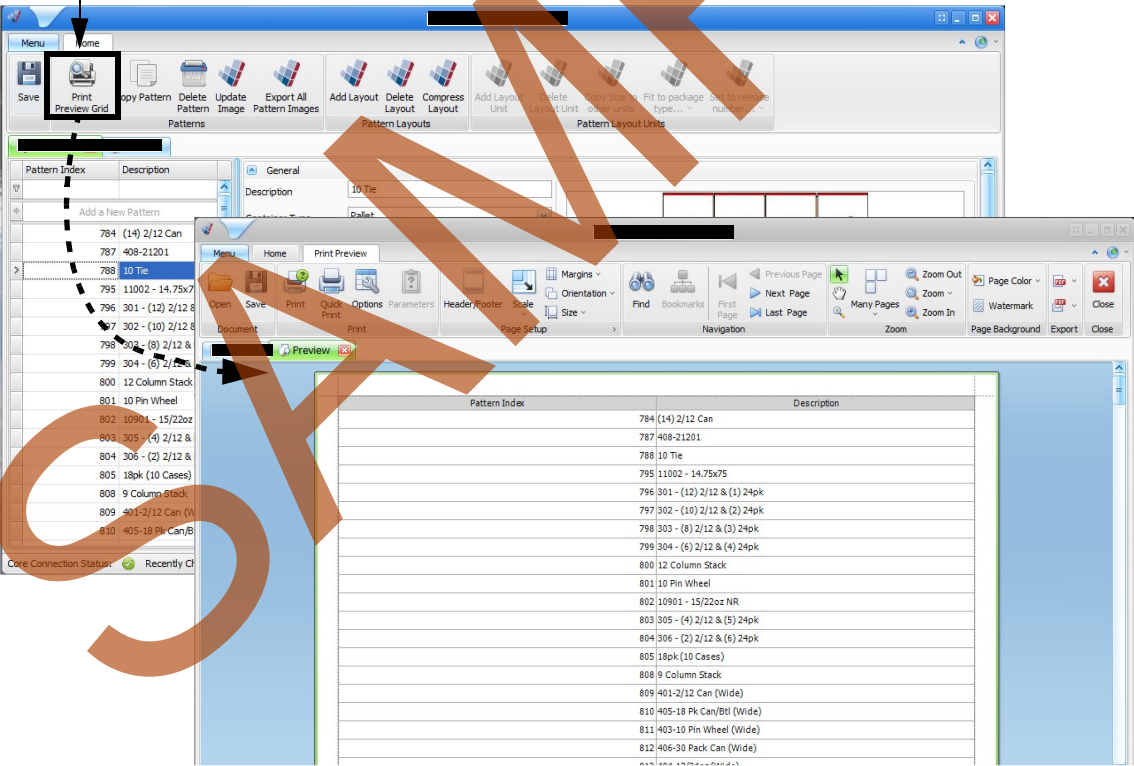


Fig. 1.6

# 1 User Interface

The **Print Preview** screen will have the following ribbon header displayed.

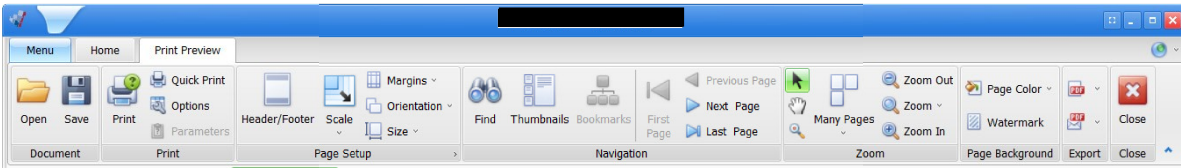


Fig. 1.7

## Reports Ribbon

When the user selects a report to view, they are taken to a **Print Preview** screen for the selected report. Each report available under the **Reports** panel utilizes the same **Print Preview** ribbon commands. Any unavailable commands will be “grayed out”. *FIGURE 1.8*



Fig. 1.8

The following table describes the most commonly used commands in the **Print Preview** ribbon. *Remember: Not all of these commands are available for use in every report.*

Table 1.1

Print Preview Command	Description
<b>Print</b>	Specify print preferences, number of copies, and which printer to use.
<b>Quick Print</b>	This command automatically prints the full report to a designated printer.
<b>Parameters</b>	Parameters are used to supply information to generate the report; e.g., the parameter Location Type allows the user to create a report based on the type of loading location ( <i>Floor, Auto Unit Pick, etc.</i> ).
<b>Find</b>	This command allows the user to perform a key word search within the report.
<b>Bookmarks</b>	<b>Bookmarks</b> allow the user to create bookmarked shortcuts within the report. It also will pull up a <b>Document Map</b> displaying the various bookmarks which allows the user to jump ahead to a selected bookmark when highlighted.
<b>Export to</b>	This command opens a dropdown menu of various file types that the user can export the report file to for future usage (e.g., pdf, HTML, text, or image file).

Users should note that reports can be saved and exported to multiple formats such as PDF, HTML, or TEXT files through the **Export** portion of the ribbon tab.

**Print Preview** allows the user to manipulate the print, adding custom headers and footers, scaling, or re-orienting to make the printed or saved version easier to follow.

## 1.3.2 FILTERS

VPS users are able to filter information in a variety of ways. During deployment, each system is set up with standard filters. Filters are found in the median between the ribbon and the grid headers of the VPS Home screen. *FIGURE 1.9*

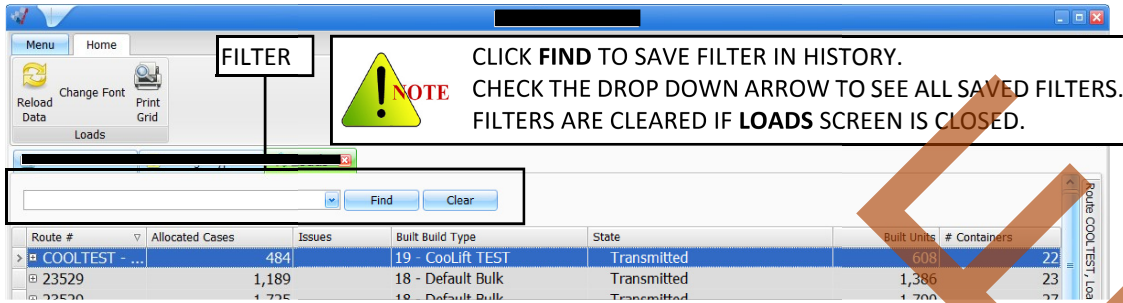


Fig. 1.9

## 1.3.3 CUSTOM FILTERS

The Filter Editor is used to edit filter criteria specific to a facility's needs. Each facility has some of these custom filters set up during deployment.

To create and customize filter criteria, use the PLUS SIGN (+) and "X" buttons embedded into the control and context menus supported by the editor's elements. This allows you to filter data by visually constructing criteria. *FIGURE 1.10*

### 1.3.3.1 CONSTRUCT A SIMPLE FILTER CONDITION

- 1 OPEN THE FILTER EDITOR.
- 2 SELECT YOUR FILTERS.
- 3 SAVE YOUR FILTER.

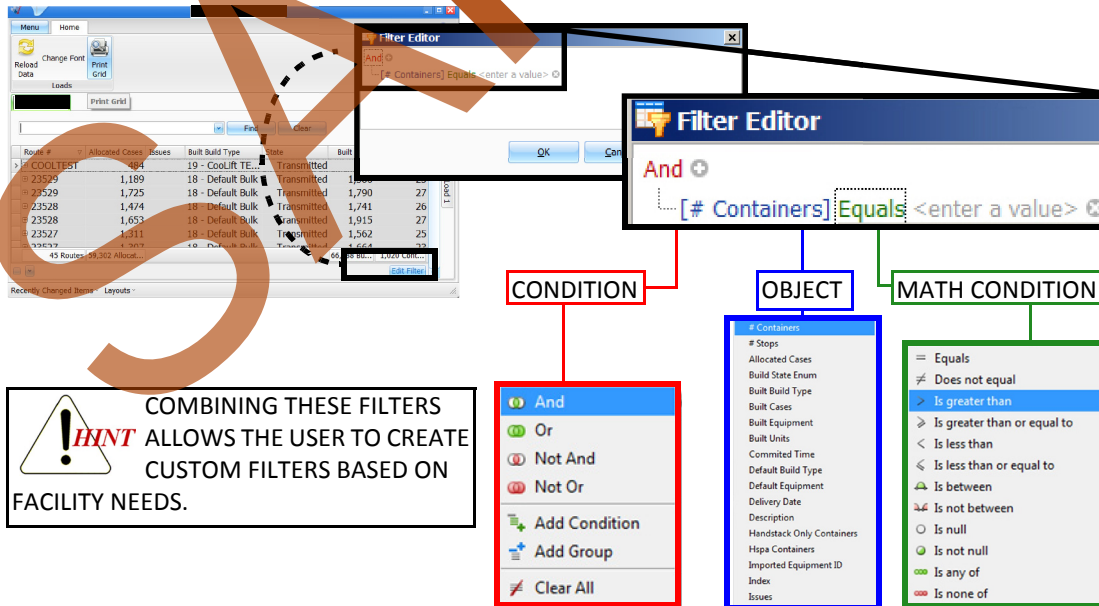


Fig. 1.10