

### BellHawk Data Sheet Item Master Records

An important component of BellHawk is its Item Master Records. These contain the information necessary to enter parts and materials into BellHawk and to create Work Orders.

They can be as simple as a header record with a part number, description, and a class of parts to which the item belongs, such as raw, intermediate, or finished materials.

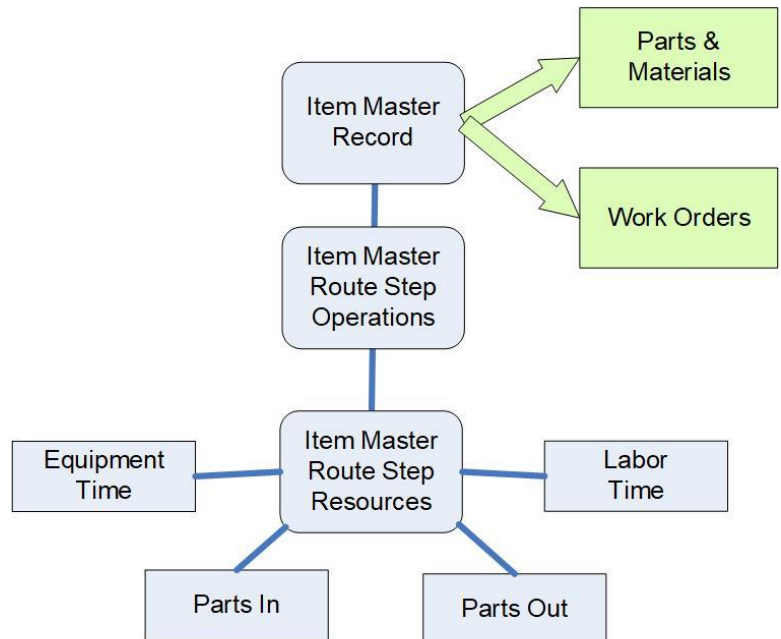
Item master records can also be sets of objects that define the route step operations for making a part or materials, as well as the expected parts-in and parts-out, as well as optionally the labor time and equipment time each operation is expected to take.

These item master records can be used to create work orders. In this case, the item master header record contains a standard route quantity for which all the part-in and part-out quantities, as well as the labor and machine times, are defined.

When a work order is created to make a specific quantity of a part, the route operations and their resources are copied to the work order from the item master record, except that they are scaled according to the quantity of parts or materials to be made.

Some of the other useful fields carried along in the item master header record are:

- Material Type – such as stainless steel or tomatoes – useful for searching for specific item master records.
- Made here? Allows, but does not require, item master record to have an associated route and resources.
- Is lot controlled? Sets whether a user is required to specify an external lot number when entering this part or materials into inventory. Can also be used to have BellHawk automatically generate a lot number for like materials.
- Is serialized? Sets whether a user is required to specify a serial number when entering this part or materials into inventory. Can also be used to have BellHawk automatically generate a serial number for each new part or container of materials.



- Expected product life – used to require a user to enter an expiration date for the material being entered into inventory.
- Is individually barcoded? Does each part have its own barcode or is it tracked by the LPN barcode on a box containing multiple such parts.
- Primary unit of measure (UOM) – the UOM used to record the quantity of this material in inventory.
- Secondary UOM and conversion factor to primary UOM. Typically, this is used to contain the per-unit weight and the conversion to one primary UOM. This is useful for determining primary UOM quantities by weighing containers of material.
- QC Every? Used to determine whether each part or container of materials needs to be inspected before it is used or shipped.

Item Master records need to be created before any part or container of that material can be entered into BellHawk inventory. These records can be directly entered into BellHawk through the user interface, imported in the form of Excel spreadsheets, or can be imported from another system, such as through the DEX interface.

New item master records can also be created by copying existing item master records and editing them or through the use of template routes, complete with resources records, which can be added to item master headers.

In addition to standard data entry items, users can define their own parameters for the item master part as well as for the part-in and part-out records. These are added as User Defined Parameters (UDP). Please see UDP data sheet for details.

The UDP parameters can include the ability to specify the length and width of materials, making it ideal for tracking dimensioned materials, including offcuts.

UDP parameters are rules based as to when they are requested and the data checks to be performed on them. UDP parameters and their rules can be defined by users, enabling flexible data collection without needing to customize the BellHawk code.