



# MSS Project Report...

**Date:** 7/7/2003  
**From:** Anna L. Slepecky, PMP  
**Last Appointment Date:** 6/21/00  
**Next Appointment Date:** TBA  
**Company:** ABC Company

---

## ACCOMPLISHMENTS:

- Interviewed Joe, Bill and Dave regarding current scheduling procedures in preparation for Vantage/Scheduling assessment and recommended course of action
  - Reviewed COS/WIP reports and discussed how to address closed/complete jobs and transfer of "leftover" WIP to COS on closed jobs.
  - Discussed method for entering advanced billing invoices
- 

## PLANNED:

- Review the anomalies on the stock status report (this item left over from June 16 meeting).
  - Document requested changes to COS/WIP reports and gain ABC Company consensus and approval to begin programming changes.
  - Determine if recurring payroll items are accrued even if a payroll check is not cut for an employee.
  - Develop training agenda and course of action regarding scheduling in ERP system
- 

## ISSUES:

- ABC Company must determine feasibility of "catching" wrong lot numbers on shipments before the corresponding invoice is posted. This is important to develop a method for correctly capturing COS and WIP
- ABC Company must determine if subcontract work can be handled similarly to a raw material issue.

Manufacturing Systems Services  
PO Box 251 \* 3920 Granger Road  
Medina, OH 44258-0251  
1-800-875-4654 \* 330-725-0043  
Fax: 330-725-0080  
[www.uplinkinc.com](http://www.uplinkinc.com)