

eView Newsletter April 2020



We hope this email finds you well.

We are committed to the continuation of all essential functions that are critical to the operation of our business as well as the support and services we provide to our customers. In this effort, we are currently taking and will continue to take precautions in line with local and national authorities and the Center for Disease Control and Prevention (CDC). As we move forward, we will add measures as necessary, to ensure the health and well-being of our employees and customers. If there is anything we can do for you, please contact us!

[Contact Us](#)



Coming Up

To continue to provide the best product training for our customers in the safest way possible, we are providing additional Web Training dates, and on an accelerated delivery schedule. This will prove to be effective training for your team members, delivering each training module segment over a two-day period (each day will provide four hours of training, with a two-hour break in between



Tech Tip

Dashboard Pie Charts

One of the great features in GAGetrak is the Dashboard, which organizes and presents important, time-sensitive information in an easy-to-read format. In the last Tech Tip, we covered the **Calibrations Due List** on the Dashboard; now, let's explore the pie charts.

sessions).

Our Web Training sessions are instructor-led and provide training certification upon completion. Best of all, your team will not have to leave the office (or their homes) to complete this valuable training.

Training

Web Training Suites

for anyone who uses GAGetrak 7
[April Suite](#) (3 sessions remain)
[April Suite Accelerated](#)
[May Suite](#)

for anyone who uses GAGetrak Lite
[April Suite](#) (1 session remains)
[May Suite](#)
[June Suite](#)

Admin Web Training Suite

for GAGetrak administrators
[May Suite](#)

Regional Training

for anyone who uses GAGetrak 7
[Troy, MI - May 21-22](#) (Tentative)
[Lombard, IL - June 18-19](#)
[Bloomfield, CT - July 23-24](#)
[Charlotte, NC - August 20-21](#)
[Phoenix, AZ - September 10-11](#)

See the full training schedule [here](#).

To register for any of these trainings or for info about our custom training options, please contact our Training Specialist at 1-800-777-7020 ext. 134 or training@cybermetrics.com.

Free Webinars

[Get a handle on service requests](#)
April 9

[Using the wrong tool will cost you](#)
April 23

[Can't seem to find your gages?](#)
May 7

[Getting started with GAGetrak](#)
May 21

[Learning resources and support](#)
June 4

The pie charts display the **Top 5 Gage Status** counts in your system and graphically indicate the number of gages that are coming due, the number of gages that are past due and the number of gages that are not currently due within the date range specified in **Settings**.

It is important to understand, however, that the pie charts will only display gages with a status of Active or any other status for which you have checked the Include in **Lists of Due Gages** checkbox within **Setup -> Status IDs**. This feature allows the user greater control over the disposition of their gages.

Navigate to the **Settings -> General tab -> Dashboard Due List** pane. The settings chosen here dictate how the program displays due, past due and not due.

- **Start Frequency:** when set to 1 Day, the due list will start at today's date.
- **End Frequency:** when set to 30 Days, for instance, the list will show all gages due within the next 30 days.
- **Include Past Due:** checking this checkbox nullifies the Start Frequency, as this will make the list include all gages that are past due and currently due, up to the End Frequency.

The screenshot shows the 'Dashboard Due List' configuration window. It has a title bar with 'Dashboard' and 'Settings' tabs. Below the title bar are several tabs: 'User Info', 'General', 'Cal. Options', 'Calendar', 'Security', and 'A'. The 'General' tab is selected. The main content area is titled 'Dashboard Due List' and contains three settings: 'Start frequency' set to '1' with a 'Days' dropdown, 'End frequency' set to '30' with a 'Days' dropdown, and a checked checkbox labeled 'Include Past Due'.

Navigate to the **Main Records -> Gages -> Schedule** tab. The **Next Due Date** field is highlighted in yellow for the sake of quick visibility. Per the settings shown in the **General** tab above, this form will show the following:

- **DUE:** A yellow **Due** box is shown under the **Next Calib** button if the due date is within the next 30 days.
- **PAST DUE:** A red **Past Due** box is shown under the **Next Calib** button if the gage is past due.
- **MORE THAN 30 DAYS OUT:** No

See the full webinar schedule and descriptions [here](#).



Support Portal

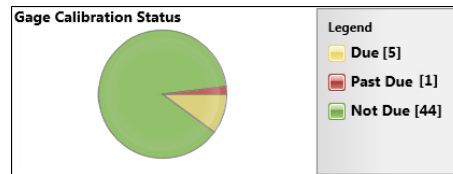
Did you know that we have a GAGetrak Support Portal? The Portal includes a knowledge base for answers to common questions and explanations for any potential issues you may experience.

The Portal is also the most efficient way to create a support ticket and engage the support team.

Click [here](#) for instructions on creating a Support Portal account and further info about learning resources.

box is shown under the **Next Calib** button if the due date is more than 30 days out, as the gage is not yet considered due.

Now, go back to the Dashboard and look at the **Gage Calibration Status** pie chart and legend.



Yellow represents gages that are due based on the **End Frequency** you entered.

Red represents gages that are past due (if you have checked the **Include Past Due** checkbox).

Green represents gages that have a **Next Due Date** more than 30 days out, i.e., not yet due.

The Dashboard makes it easy to see at a glance what kind of workload you have for the day and in the near future so that you can better balance the workload among your available resources. We encourage you to explore the additional capabilities of your GAGetrak software and as always, keep an eye out for future Tech Tips.

[Visit our website](#)

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<https://gagetrak.com> | <https://cybermetrics.com>

