

GAGETRAK

EVIEW NEWSLETTER

January 2021

## We're ringing in the new year with a new website!

A fresh new design and fewer clicks to get to the info you need.

CHECK IT  
OUT

## TRAINING



To save time, avoid common mistakes and get the most out of your software, it is imperative to receive proper training and we offer a wide variety of training options to meet every need and budget. Class sizes are limited, so make your reservation now!

### GAGetrak 7 Web Training

for anyone who uses GAGetrak 7

January Suite

February Suite

Session 1: January 11 - Available  
Session 2: January 14 - Available  
Session 3: January 18 - Available  
Session 4: January 21 - Available

Session 1: February 8 – Available  
Session 2: February 11 – Available  
Session 3: February 15 – Available  
Session 4: February 18 – Available

## GAGetrak Lite Web Training

for anyone who uses GAGetrak Lite

### January Suite

Session 1: January 12 - Available  
Session 2: January 19 - Available

### February Suite

Session 1: February 9 – Available  
Session 2: February 16 – Available

## GAGetrak 7 Admin Web Training

for GAGetrak Administrators

### January Suite

Session 1: January 13 - Available  
Session 2: January 20 - Available

### February Suite

Session 1: February 10 – Available  
Session 2: February 17 – Available

[FULL TRAINING SCHEDULE AND INFO](#)

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](mailto:training@cybermetrics.com).

## FREE WEBINARS



Please join us for a free educational calibration management webinar to learn how to improve efficiency, increase measurement reliability and assure compliance with industry quality standards and regulations.

### It's Okay to Get Attached

January 7 - [Register Now](#)

### Pass Quality Audits

January 21 - [Register Now](#)

### Keep Your Calibrations on Point

February 11 - [Register Now](#)

### Getting Our Heads in the Cloud

On Demand - [Listen Now](#)

## FULL WEBINAR SCHEDULE AND INFO

## TECH TIP

### Can I delete all of my retired gages at the same time?

GAGetrak is designed to prevent record deletion, so if you need to delete more than one gage, you must delete them one at a time. Whenever you delete a gage record, you are also deleting all other information concerning that gage. You will lose all of the calibration history, all of the issue tracking (usage) history, association with calibration standards, attached documents, relationship with parts, any MSA studies, etc.

Before you delete a gage record, it is wise to check your Quality Department's record retention requirements; you may be required to retain records for a certain number of years after you no longer use the gage. If you are planning to delete several gage records, it is a good idea to make a backup copy of the database using the current date as a part of the file name. That way, if you ever need to look up historical information about any of the gage records you deleted, you will be able to do so. Please keep in mind that if you did this and you decided later that you wanted these gage records brought into your current database, that it would be very difficult and time consuming to get this information back again.

**CHANGE GAGE STATUS OR CREATE A NEW STATUS:** It is not necessary to delete a gage to remove it from the calibration report or to make it inactive. All you have to do is change the Status of the gage.

GAGetrak comes with six status descriptions to get you started, only two of which are included on gage due listings by default (Active and Employee Owned). You can add as many more as you like and specify their inclusion in gage due listings. In the case of a retired gage, you could change the Status to 2-Inactive or create a new Status, such as 7-Retired.

We encourage you to explore the additional capabilities in your GAGetrak software and as always, keep an eye out for future Tech Tips.



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