



Scheduler

From Samco Software Inc.

Samco's Scheduler is a handy utility application for maintaining calendars for people, events and resources. With the resource profile feature you can search on any criteria that you set up. Plus, it seamlessly integrates with Samco's Accounts Payable and Canadian Payroll packages.

Features & Benefits

- Maintains schedules for an unlimited number of resources (e.g. employees, sub-contractors, equipment, vehicles, locations).
- Employee and vendor data is automatically transferred from Accounts Payable and Canadian Payroll.
- There are thirty user defined fields available for tracing and searching information on each resource.
- Profile templates for resources may be set up with both user defined fields and capabilities. These profiles allow for detailed searches for a resource that must fit certain criteria.
- Resources can be activated or deactivated. Ideal for situations where a resource is not in service.
- Time intervals can vary from resource to resources (e.g. every 30, 45 or 60 minutes).
- Time reservations can be copied or moved from one day to another or one resource to another.
- Use codes to track whether an appointment is tentative, confirmed, waiting for pre-payment, urgent, etc
- Scheduler can be started from anywhere in the Samco system using the F8 key.

Reporting

- **Reports in summary or detail all of the data for each reservation.** The report criteria screen provides selection ranges for resource, date, order number, customer number and sales rep.
- **Purge...** This report allows you to purge out-dated reservations from the schedule file.
- **Quick report** You can print off a quick report while viewing the reservations screen.