



## Job Management Send to Scale

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## 1. Introduction

This document will guide you through the steps that will allow you to re-use a formula which has been saved in the **job management** and sent it to the **scale** to be weighted.

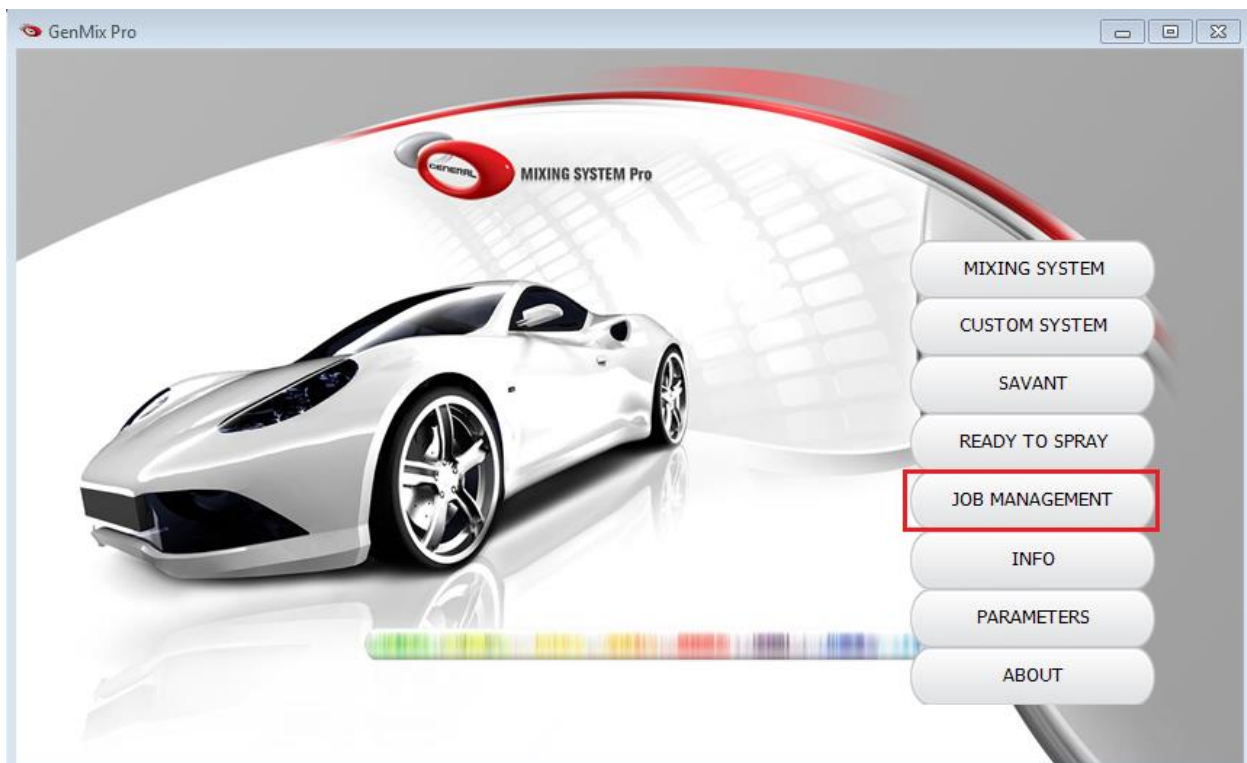
## 2. Prerequisites

**Job Management** consists of tracking the mixes done by the users and creating mixes reports.

## 3. Moving a Formula from the Job Management Section to the Scale

- i. Open the Job Management Section

Click on the **Job Management** button on the main screen.





The **Job Management** window will open.

Reporting

Date Start: Wednesday, May 30, 2012  
Date End: Tuesday, May 30, 2017  
Filter By User: jobs - reporting - All Users  
QuickSearch:

Title	Date/Time	Name	Email	Phone Number	License Plate	Finished	Send to scale
Demo	5/30/2017 12:35:42 PM	Eric			1234568	<input type="checkbox"/>	<input type="checkbox"/>

Buttons: [Send to Scale] [Send to Mixing System] [XML] [PDF] [Print] [Print All]

ii. Send to Scale

Select the job containing the formula that you want to send to the scale. The checkbox on the right entitled “**Send to Scale**” should be clicked.

By clicking on the “**Scale**” button, the mixing process will start.

Reporting

Date Start: Wednesday, May 30, 2012  
Date End: Tuesday, May 30, 2017  
Filter By User: jobs - reporting - All Users  
QuickSearch:

Title	Date/Time	Name	Email	Phone Number	License Plate	Finished	Send to scale
Demo	5/30/2017 12:35:42 PM	Eric			1234568	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Buttons: [Send to Scale] [Send to Mixing System] [XML] [PDF] [Print] [Print All]

**N.B.:** Multiple jobs can be sent at the same time to the scale. Nevertheless, the formulas will be shown in different windows.



#### **4. Contact information**

For more information or comments, please do not hesitate to contact the General Paint GenMix support team by email at [support.it@generalpaint.biz](mailto:support.it@generalpaint.biz) or by phone at +961 9 925990

We are available from 8:00AM (GMT) to 8:00PM (GMT).