

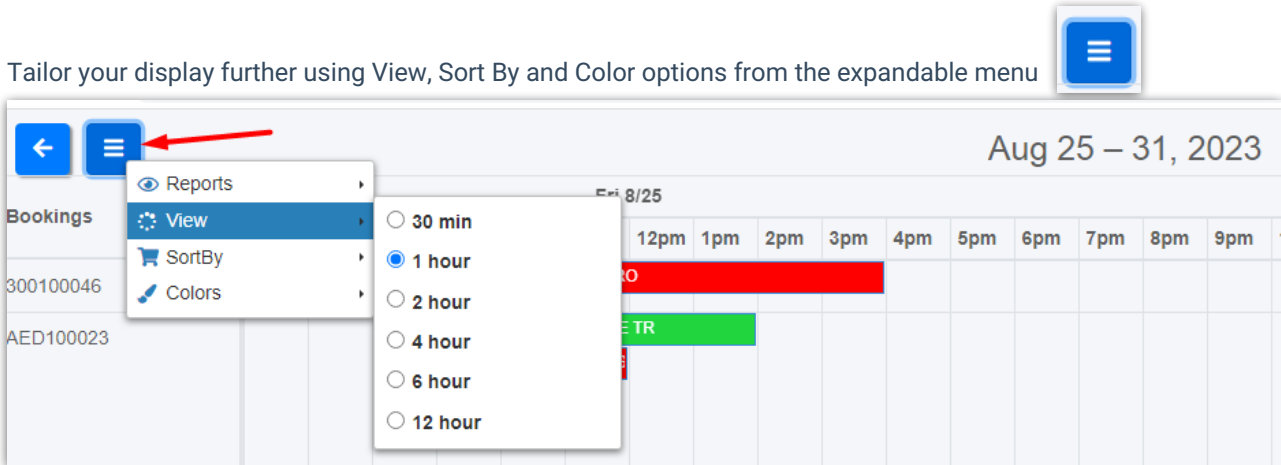
# Crew Planner

Last Modified on 24/08/2023 3:15 pm EDT

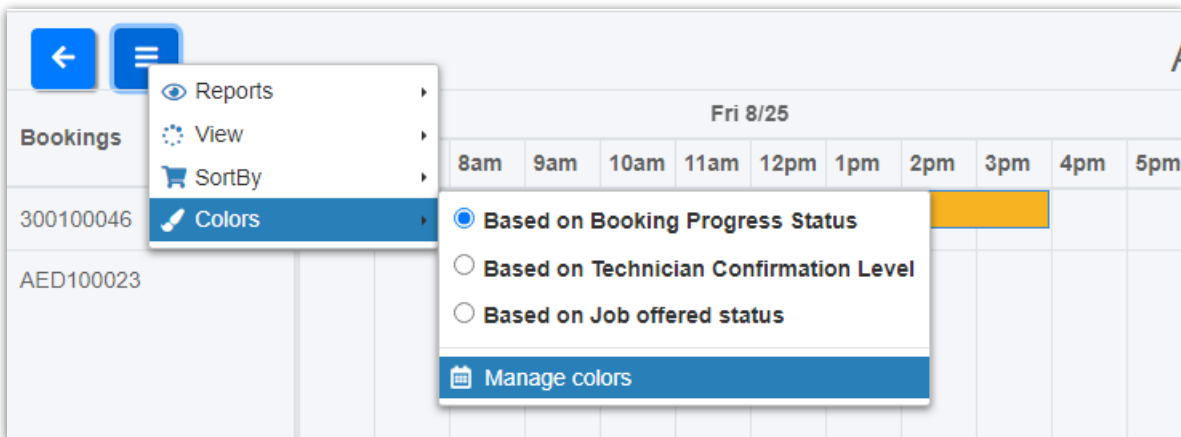
The Crew Planner Module provides a central location to manage crew assignments for multiple jobs and maintain technician schedules.

This interactive calendar displays crew requirements and assignments, allowing operators to quickly view crew for a given period (Fig 1.2).

## Display



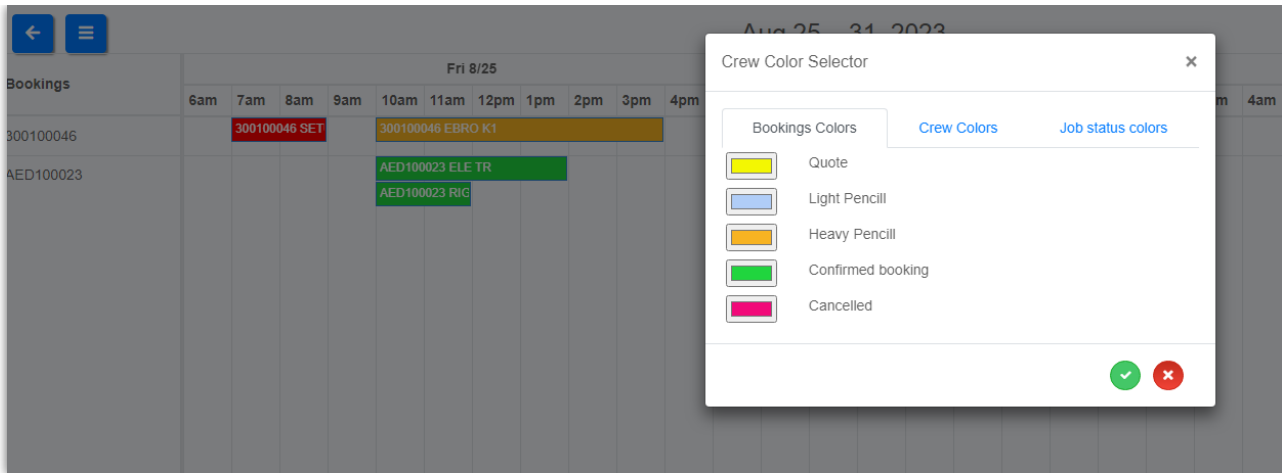
Manage the colour of displayed jobs using the menu option below



### Booking Colours/Colors

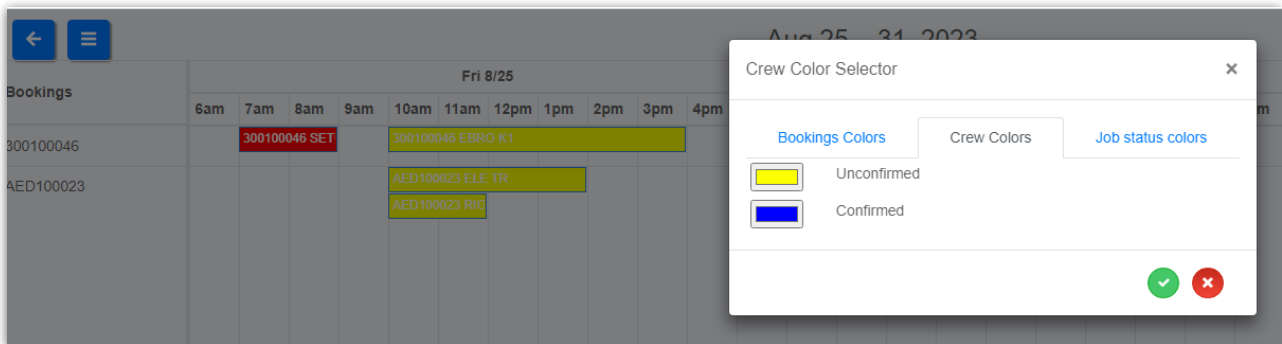
When using Booking Colours

- unassigned jobs show in red
- assigned jobs show based on the confirmation level of the booking



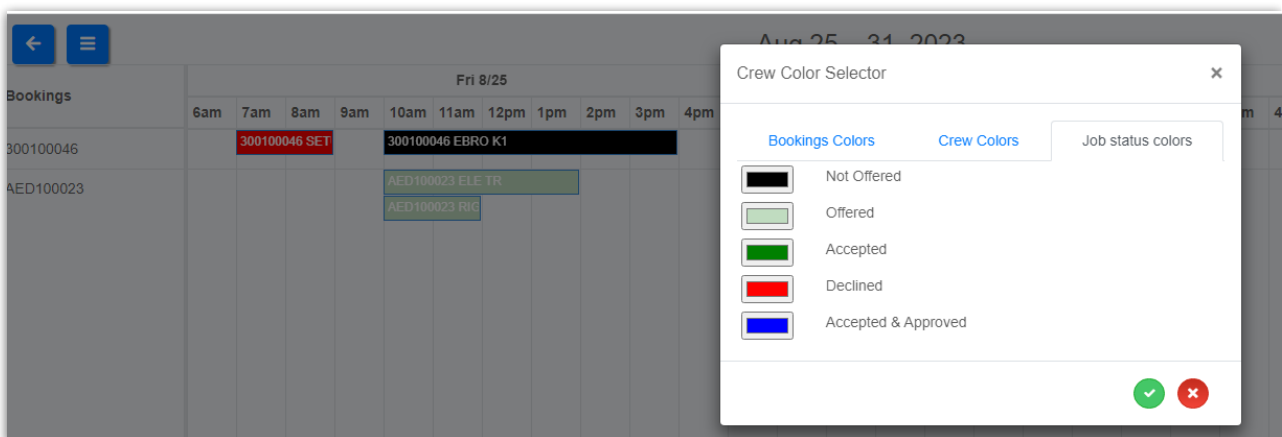
## Crew Colours/Colors

- unassigned jobs will show in red
- assigned jobs show based on the Crew Colours and the job confirmation status



## Job Status Colours/Colors

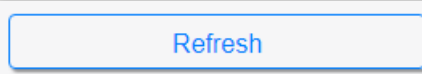
- unassigned jobs will show in red
- assigned jobs show based on the Job Status colours outlined below



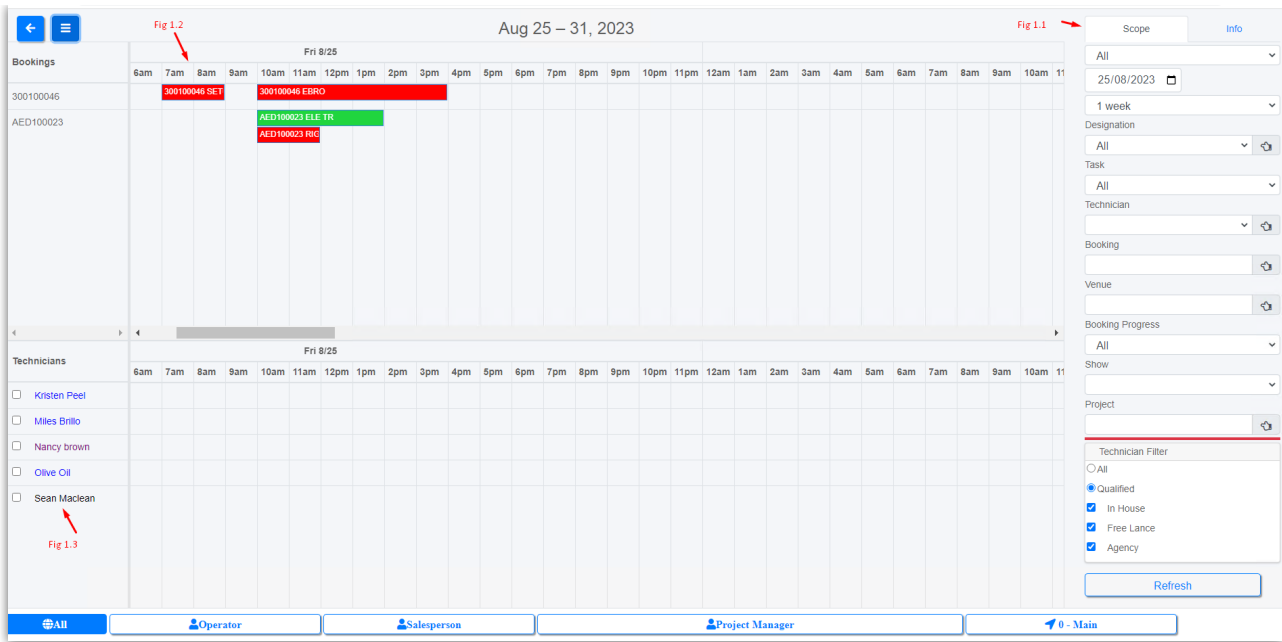
## Scope

The scope tab (Fig 1.1) allows operators to take a detailed look at bookings, crew and times and view options on

the same screen. Once the scope is adjusted, click

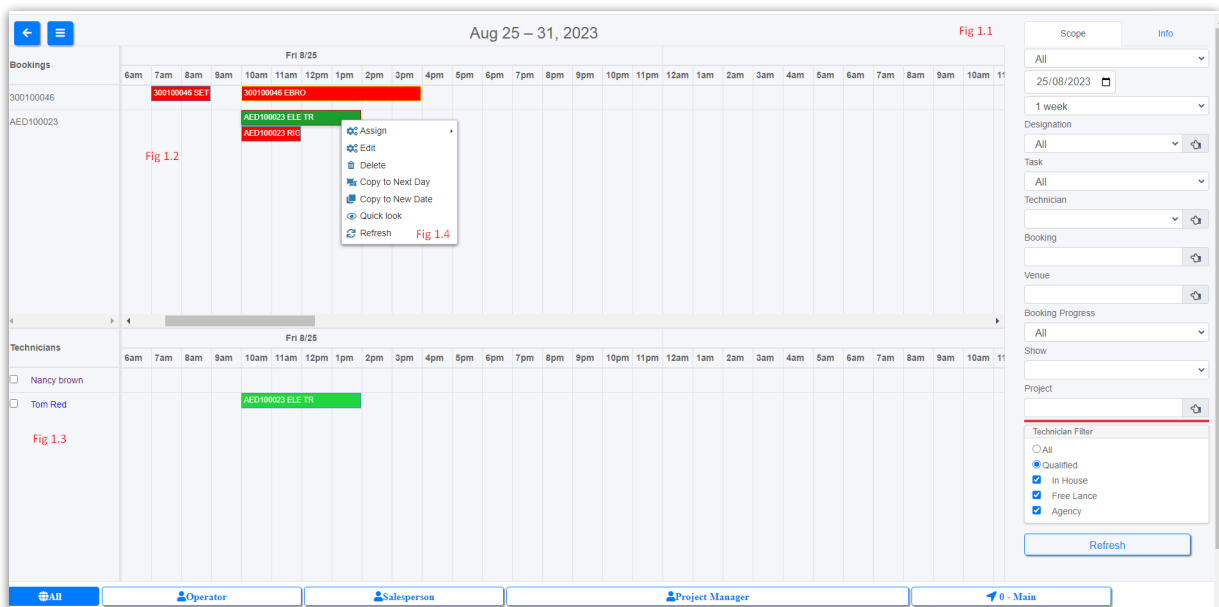


to view the revised display.




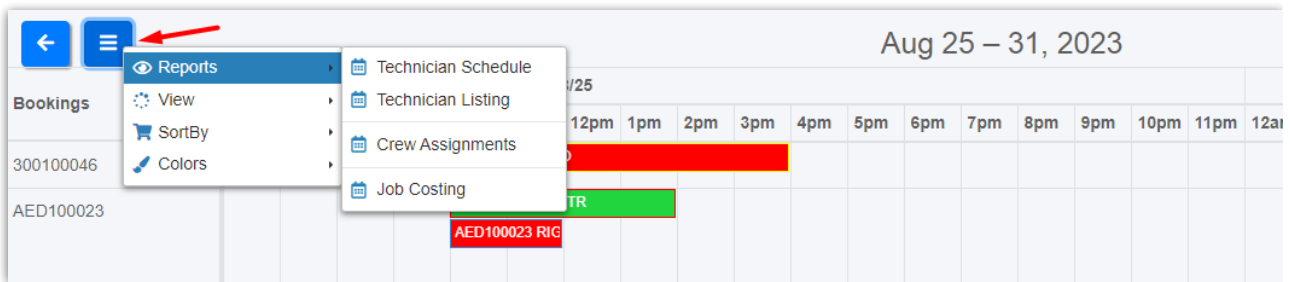
## Assignments

- Bookings show in Red when no technician is assigned while assigned jobs display based on the colour selected in setup (See display tab for more information)
- Hover over any entry on the grid for summary information of the job
- Click on any assignment on the grid to see a qualified list of technicians in the bottom window (Fig 1.3). You can also see the same list of techs via right click on the entry then click Assign
  - Click the info tab (Fig 1.1) to see more information on an assignment
- Change the dates and times of crew assignments (Fig 1.2) by dragging the assignment or expanding the begin and end times of the assignments on the grid. Alternatively, right click on any booking to edit the crew assignment.
- Right click on any booking to activate other menu options (Fig 1.4). Note the Quick look option to view summary details of the booking.



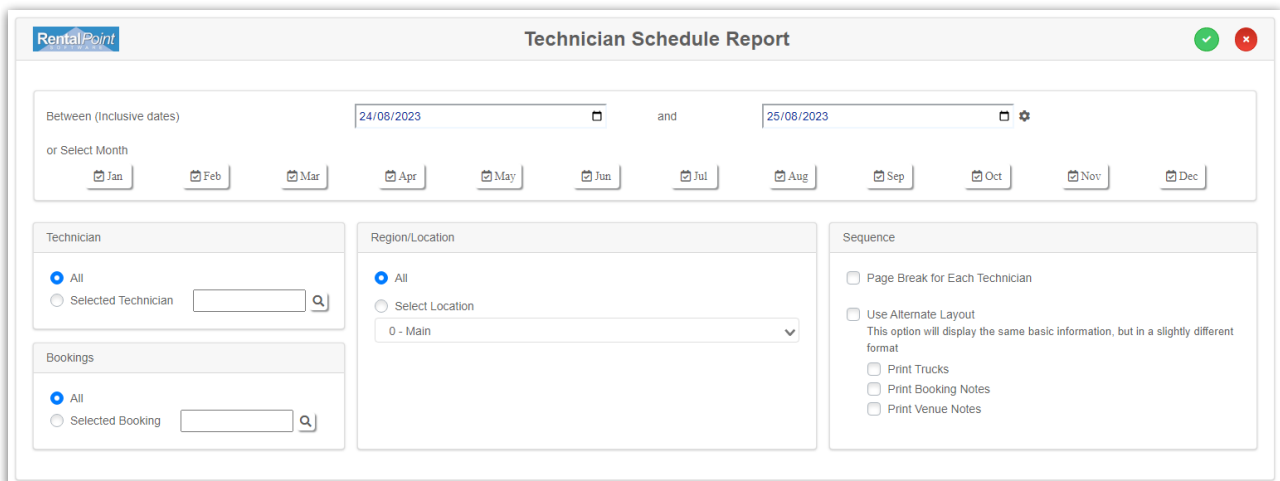
# Reports

Access available reports from the  menu



## Technician Schedule

Lists all upcoming jobs that have already been assigned to a technician. If crew entry within a booking is unassigned it will not display on this report. This report has a date range and technician scope to narrow down the information you'd like to view.



Date Printed: 2023-08-24		Technician Schedule		Page No: 1	
For Period From 2023-08-24 to 2023-08-25					
<b>Tom Red</b>					
<b>Booking No.</b>	AED100023	<b>Start Date and Time</b>	2023-08-25 at 10:00		
<b>Customer</b>		<b>End Date and Time</b>	2023-08-25 at 14:00		
<b>Venue Address</b>					
<b>Task</b>	Setup				
<b>Meet at Venue.</b>	No	<b>Quantity:</b>	1		
<b>Confirmed</b>	No - Unconfirmed				

## Technician Listing

Shows all technicians within the selected scope

Technician	P1	MOBILE	Department	Position	Freelance
234234234 234234234	1 577 789-8787 888				
add tech	1 577 789-8787 888				
Alex Mugford					
Allen Ent	3		the other dept	Manager	
another new		asdfsdaf			
Audrey Daly	514 456-7674	1416 7271522			
Ben Blair					
Bill Gallo	1 555 789-9799				✓
Blamid Bellini					
Desirae Roux					✓
Drew Underhill	1 555 6655-554	333 3333-8888			✓
Elmer Franklin				Manager	✓

## Crew Assignment Report

Shows all jobs a tech is assigned to within date range selected

RentalPoint
Crew Assignment Report

✔ ✖  
OK - Show report.

Between (Inclusive dates)  and

or Select Month

Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec

Selected Technician

Tom Red

Print Charged (Days, Hrs & Min)

Booking Status to Print

- Quote
- Light Pencil
- Heavy Pencil
- Confirmed

Printed: 2023-08-24

Crew Assignment Report

Page: 1

Date Range: 2023-08-24 - 2023-08-25

Technician: TR - Tom Red

Booking #	Start Date	Time	End Date	Time	Show Name	Project Description	Customer	Venue Name	Room	Status
AED100023	2023-08-25	10:00	2023-08-25	14:00			AED Customer			Confirmed

## Job Costing

This flexible report will assist you in determining your profit margin for crew. Several options help you to narrow down your search using a specific booking, technician, designation or task. Output can be sorted for easy readability.

Estimated Crew Hours are printed beside Client Cost, with Standard Time (ST), Overtime (OT) and Double Time (DT) as well as Daily figures. The report can also be printed to CSV so you can easily re-arrange your data and perform custom calculations.

RentalPoint
Job Costing Report
✓ ✕

Between (Inclusive dates)  and

or Select Month

Jan
 Feb
 Mar
 Apr
 May
 Jun
 Jul
 Aug
 Sep
 Oct
 Nov
 Dec

Technician

All

Selected Technician

Bookings

All

Selected Booking

Designation

All

Selected Designation

ADB ~ Audio Director - Broadcast

Task

All

Selected Task

Truck Load Up [w]

Order Report By

Crew Start Date

Crew End Date

Technician

Booking Number

Designation

Task

Detailed Hours

Estimated Crew Hours

Client Cost

Actual Crew Hours

Selecting this option will print a separate report. The Task Scope will not apply to the separate report, and Order will be defaulted to Technician if Task is selected.

Region/Location

All

Select Location

0 - Main

From 24-08-23 to 25-08-23

Technician: All Technicians

Booking: All Bookings

Designation: All Designations

Task: All Asks

Detailed Hours: Estimated Crew Hours, Client Cost

Order By: Crew Start Date

Job Costing Report

Page No: 1

Technician	Booking No	Designation	Task	Start Date	Time	End Date	Time	Estimated Crew Hours			Client Cost		
								Hours (H)	Rate (R)	Total (H*R)	Hours (H)	Rate (R)	Total (H*R)
<b>Assignments With Start Date of 25/08/23</b>													
Kellan Reign	AED100023	Operations	Setup	25-08-2023	07:00	25-08-2023	19:00	Daily Rate	0.00	ST	8.00	16.00	128.00
										OT	4.00	24.00	96.00
Bill Gallo	AED100023	Rigger	Setup	25-08-2023	10:00	25-08-2023	12:00	Daily Rate	0.00	ST	2.00	96.00	192.00
Kristen Peel	300100046	Engineer - Broadcast	Operate	25-08-2023	10:00	25-08-2023	16:00	Daily Rate	0.00	ST	6.00	0.00	0.00