



Getting Started with TRENDABLE

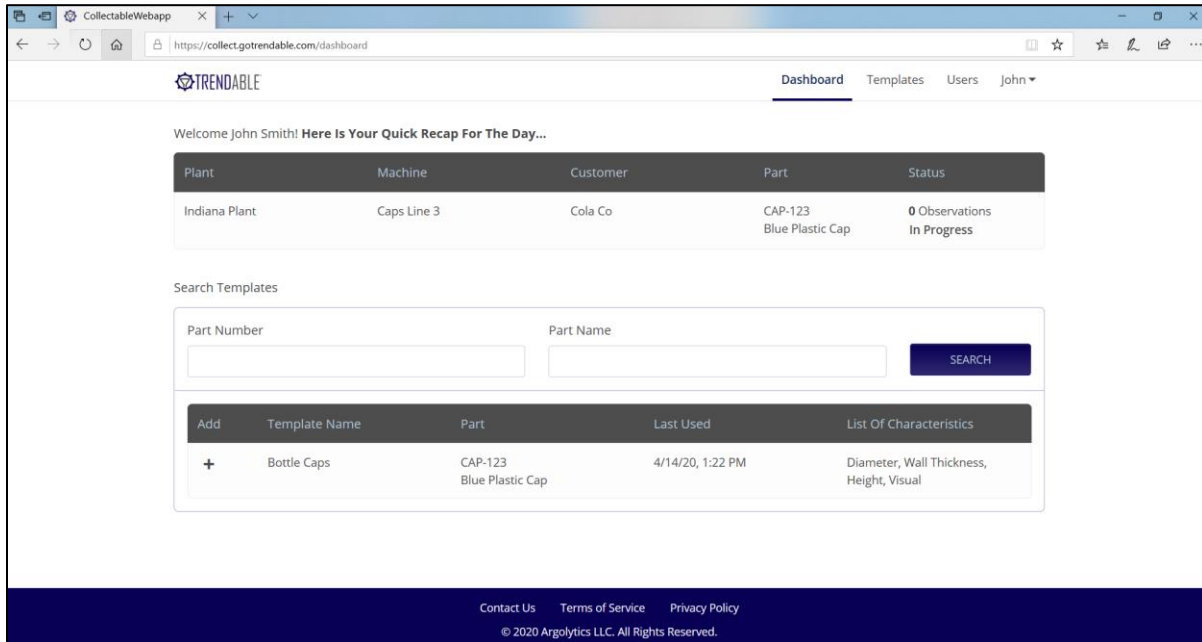
For Data Collection

Welcome to TRENDABLE, online quality control software for small businesses. This tutorial will acquaint you with the key features in TRENDABLE for Data Collection and how to use them.

For this tutorial, you are a quality technician at the Indiana bottle facility. Today you are working with bottle cap production line 3 making bottle caps for client Cola Co. Several times an hour you pull a bottle cap from line 3 and check the cap diameter, wall thickness, and height. You also note if the cap had any defects such as puncture, dent, or warps.

Part 1: Collecting the Data

1. Log in to TRENDABLE for Data Collection at <https://collect.gotrendable.com/>. TRENDABLE for Data Collection opens to your dashboard and you're ready to collect the data.



The screenshot shows the TRENDABLE dashboard interface. At the top, there's a navigation bar with 'Dashboard', 'Templates', 'Users', and 'John'. Below the navigation, a welcome message reads 'Welcome John Smith! Here is Your Quick Recap For The Day...'. A table displays project data:

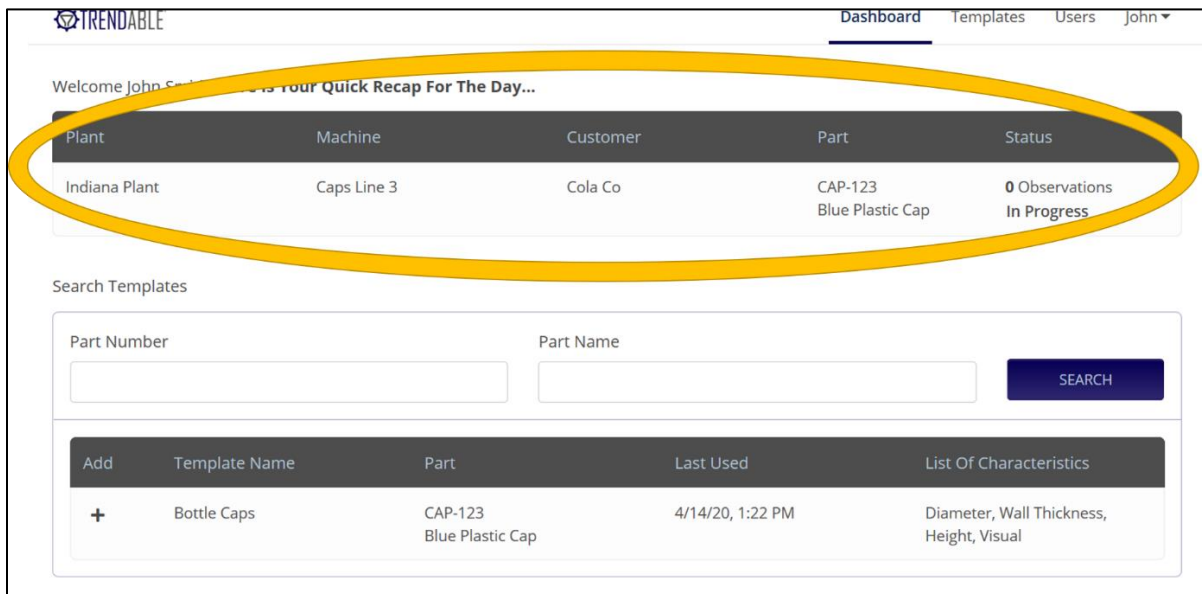
Plant	Machine	Customer	Part	Status
Indiana Plant	Caps Line 3	Cola Co	CAP-123 Blue Plastic Cap	0 Observations In Progress

Below the table is a 'Search Templates' section with input fields for 'Part Number' and 'Part Name', and a 'SEARCH' button. Underneath is another table listing templates:

Add	Template Name	Part	Last Used	List Of Characteristics
+	Bottle Caps	CAP-123 Blue Plastic Cap	4/14/20, 1:22 PM	Diameter, Wall Thickness, Height, Visual

At the bottom, there are links for 'Contact Us', 'Terms of Service', and 'Privacy Policy', along with a copyright notice: '© 2020 Argolytics LLC. All Rights Reserved.'

2. Select the Project



This screenshot is identical to the one above, but a yellow oval highlights the table containing the project data. The table is:

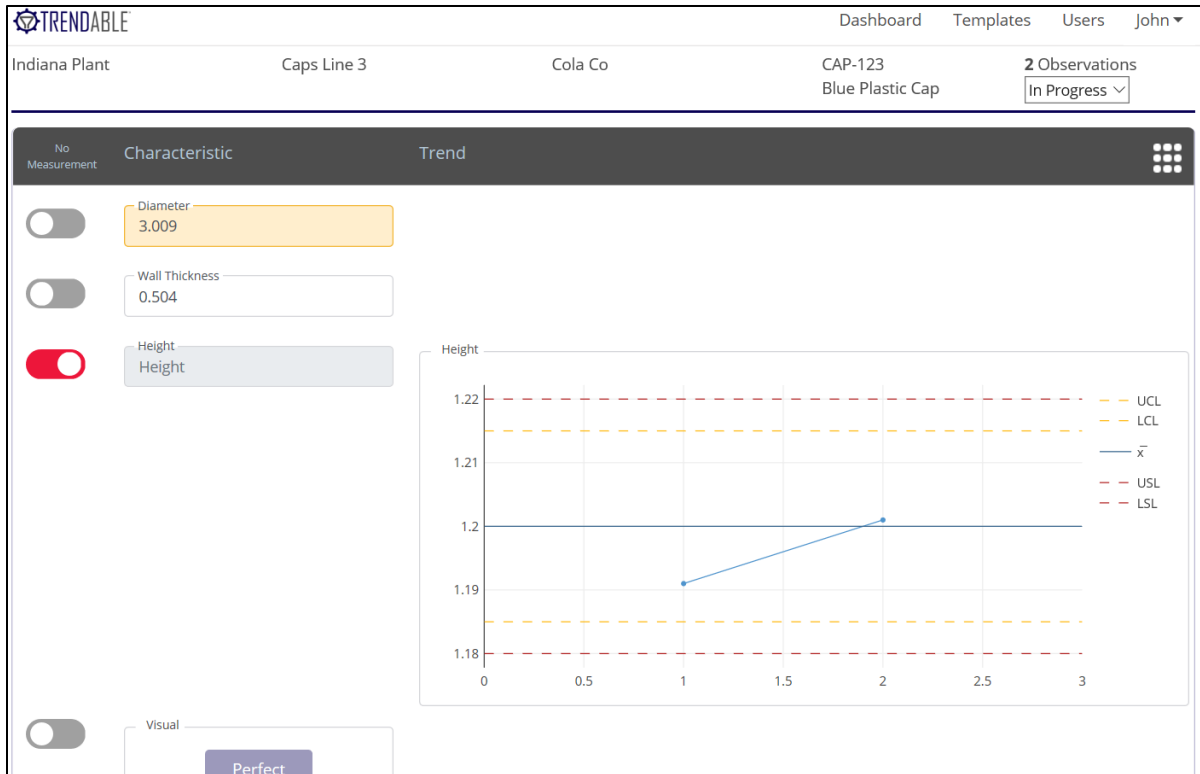
Plant	Machine	Customer	Part	Status
Indiana Plant	Caps Line 3	Cola Co	CAP-123 Blue Plastic Cap	0 Observations In Progress

3. Enter at least the first four rows of the data below and select any reason or action when prompted.

	Diameter	Wall Thickness	Height	Visual
Sample 1	3.002	0.501	1.191	Perfect
Sample 2	2.995	0.502	1.201	Perfect
Sample 3	3.009	0.504	None	Dent
Sample 4	3.025	0.506	1.201	Puncture
Sample 5	3.018	0.499	1.201	Perfect
Sample 6	3.000	0.501	1.201	Perfect
Sample 7	3.012	0.503	1.203	Perfect
Sample 8	2.987	0.501	1.219	Warp
Sample 9	3.002	0.497	1.203	Perfect
Sample 10	3.003	0.501	1.198	Perfect

The screenshot shows the TRENDABLE software interface. At the top, there are navigation links: Dashboard, Templates, Users, and John. Below this, the current context is shown: Indiana Plant, Caps Line 3, Cola Co, CAP-123, Blue Plastic Cap, and 2 Observations (In Progress). The main interface is divided into sections for 'No Measurement', 'Characteristic', and 'Trend'. The 'Characteristic' section is active, showing 'Diameter' with a value of 3.009. A dropdown menu for 'Select Reason' is open, listing options: Tool wear-out, Tool break, Uncalibrated, Fouled, Overload, Start-up, Operator error, and Environmental. The 'Trend' section shows a line graph for 'Diameter' with a mean line at 3.0 and control limits (UCL, LCL, USL, LSL). The graph shows two data points: one at x=1 with a value of 3.009 and another at x=2 with a value of 2.995.

Selecting a 'Reason' (Sample 3 – Diameter)



Selecting 'No Measurement' (Sample 3 – Height)

4. Edit an Observation - Change Height Observation #1 from 1.191 to 1.200

Indiana Plant Caps Line 3 Cola Co CAP-123 Blue Plastic Cap 3 Observations In Progress

Perfect

Dent

Puncture

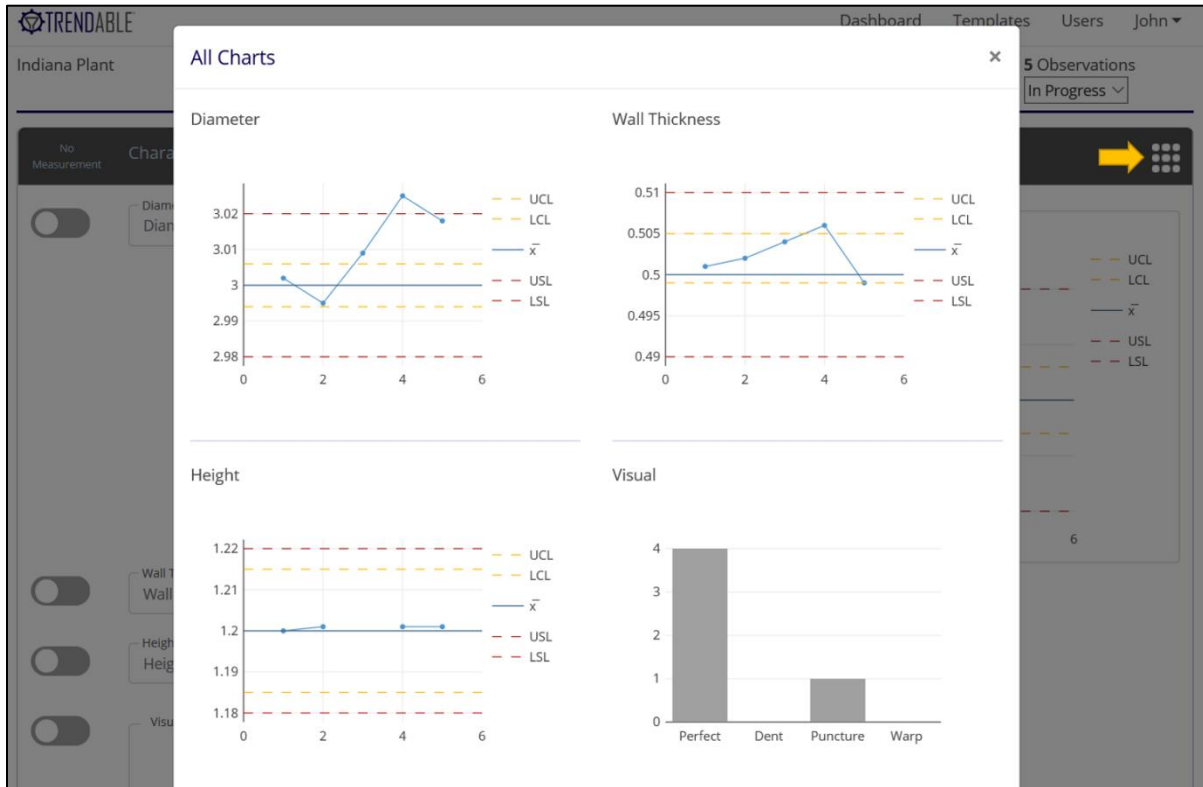
Warp

CANCEL NEXT

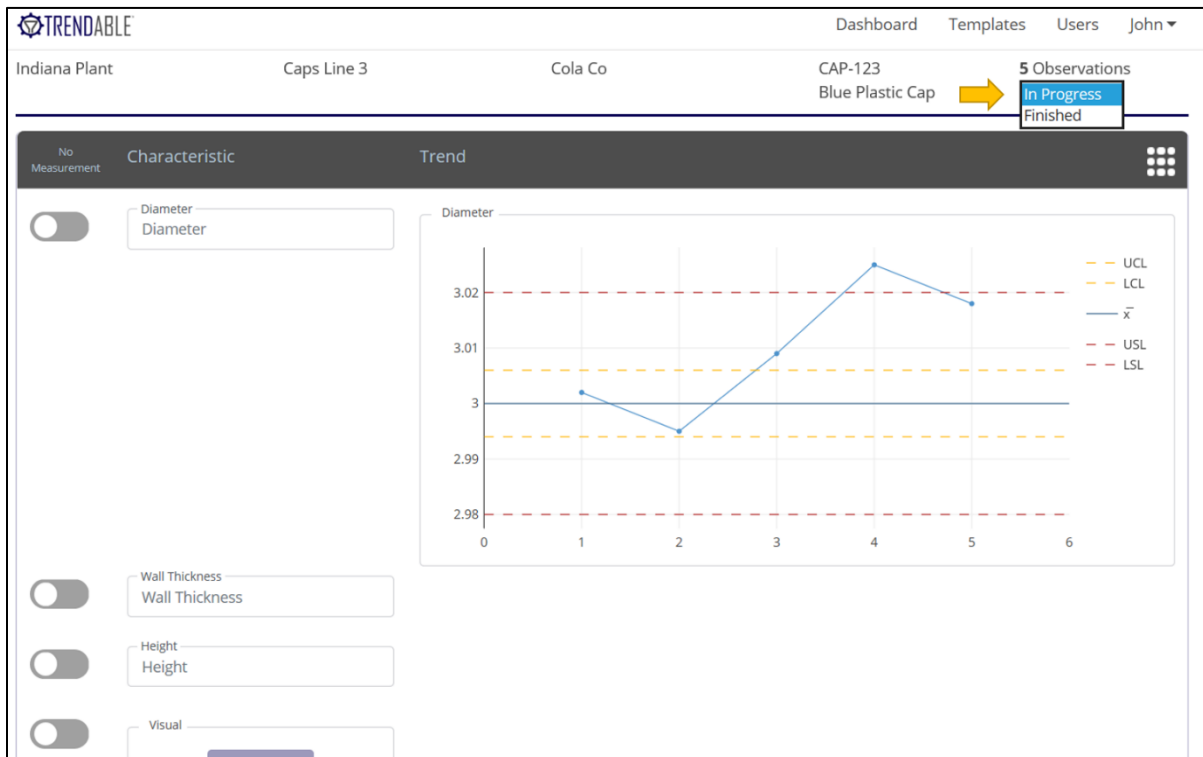
Observations

Created Date	Diameter	Reason	Action	Wall Thickness	Reason	Action
04/14/2020 13:57	3.002			0.501		
04/14/2020 13:57	2.995			0.502		
04/14/2020 14:05	3.009	Uncalibrated	Clean out	0.504		

5. To view all charts at once, select the grid symbol in upper right corner ()



6. At the end of the shift - Change from 'In Progress' to 'Finished'



7. Export to CSV File

Indiana Plant Caps Line 3 Cola Co CAP-123 Blue Plastic Cap 5 Observations (Finished)

Observations ➔ DOWNLOAD CSV

Created Date	Diameter	Reason	Action	Wall Thickness	Reason	Action	Height
04/14/2020 13:57	3.002			0.501			1.200
04/14/2020 13:57	2.995			0.502			1.201
04/14/2020 14:05	3.009	Uncalibrated	Clean out	0.504			NM
04/14/2020 14:40	3.025	Start-up	Re-work	0.506	Tool break	None	1.201
04/14/2020 14:44	3.018	Uncalibrated	Clean out	0.499	Fouled	Scrap	1.201

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
1	Diameter	Reason	Action	Wall Thick	Reason	Action	Height	Reason	Action	Visual	Reason	Action	Template Customer	Plant	Machine	Part Name	Part Number	Team Member	Created On	
2	3.002			0.501			1.2			Perfect			Bottle Cap Cola Co	Indiana Plant	Caps Line 3	Blue Plastic Cap	CAP-123	John Smith	4/14/2020 13:57	
3	2.995			0.502			1.201			Perfect			Bottle Cap Cola Co	Indiana Plant	Caps Line 3	Blue Plastic Cap	CAP-123	John Smith	4/14/2020 13:57	
4	3.009	Uncalibrat	Clean out	0.504						Perfect			Bottle Cap Cola Co	Indiana Plant	Caps Line 3	Blue Plastic Cap	CAP-123	John Smith	4/14/2020 14:05	
5	3.025	Start-up	Re-work	0.506	Tool break	None	1.201			Puncture			Bottle Cap Cola Co	Indiana Plant	Caps Line 3	Blue Plastic Cap	CAP-123	John Smith	4/14/2020 14:40	
6	3.018	Uncalibrat	Clean out	0.499	Fouled	Scrap	1.201			Perfect			Bottle Cap Cola Co	Indiana Plant	Caps Line 3	Blue Plastic Cap	CAP-123	John Smith	4/14/2020 14:44	
7																				
8																				

Part 2: Creating Templates (Manager Role Only)

Users in the Manager Role have the ability to create templates.

1. Click **Templates** and then  to create a new template

Dashboard **Templates** Users John ▾

Search ➔ +

Characteristics Actions

..., Wall Thickness, Height, Visual ✎ 🗑️ 📄

« Previous **1** Next »

- Example - In addition to measuring the physical characteristics of the bottle cap as shown in Part 1, a leak test is performed. The cap is screwed onto a bottle filled with water. The bottle is turned upside down for 30 seconds and monitored for leakage.

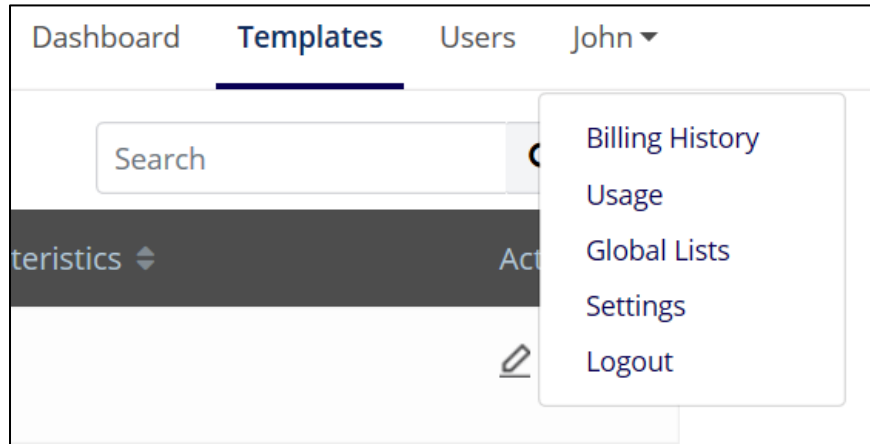
Enter the **Template Name**, **Part Number**, and **Part Name**. Next, select 'Text' using the slider and enter 'Leak' for **Attribute 1** and 'No Leak' for **Attribute 2**.

The **CAPA Off** slider refers to "Corrective Action/Preventive Action". When the slider is to the left, CAPA Reason and Action will not be presented to the user. When the slider is to the right, the user will be presented with Reason and Action fields whenever an observed data point exceeds either the Control Limits (yellow horizontal lines on control chart) or the Specification Limits (red horizontal lines on control chart).

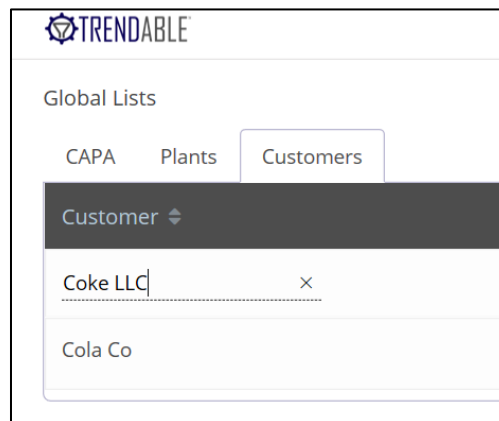
- When you're done, click **Save** and the new template 'Plastic Bottle' is now shown in the template list

Template Name	Part	Created Date	List Of Characteristics	Actions
Plastic Bottle	ABC-456 Bottle	4/19/20, 10:47 AM	Leak Test	
Bottle Caps	CAP-123 Blue Plastic Cap	4/14/20, 1:22 PM	Diameter, Wall Thickness, Height, Visual	

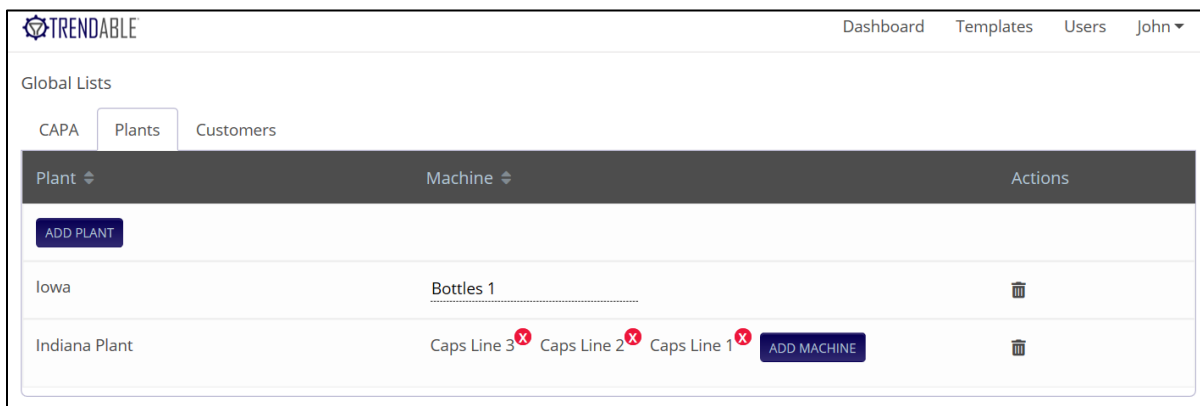
- Next, a customer and plant will be added using **Global Lists**, which is available when selecting the user profile.



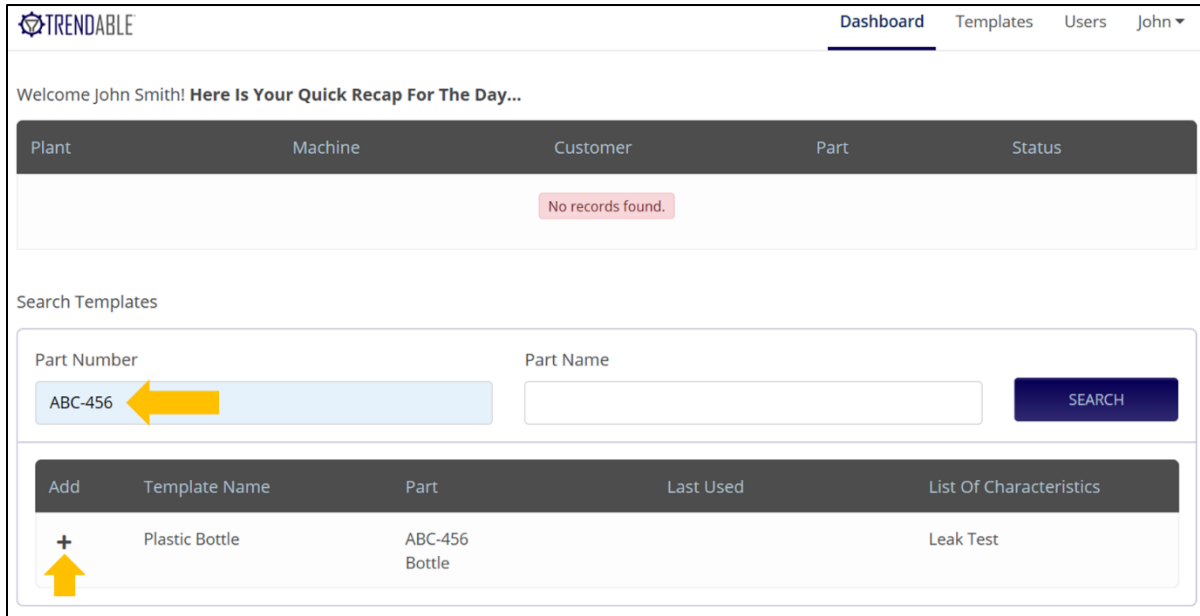
- Select **Global Lists** and then **Customers**. Select **Add Customer** and enter 'Coke LLC' and then press Enter to save the new customer.



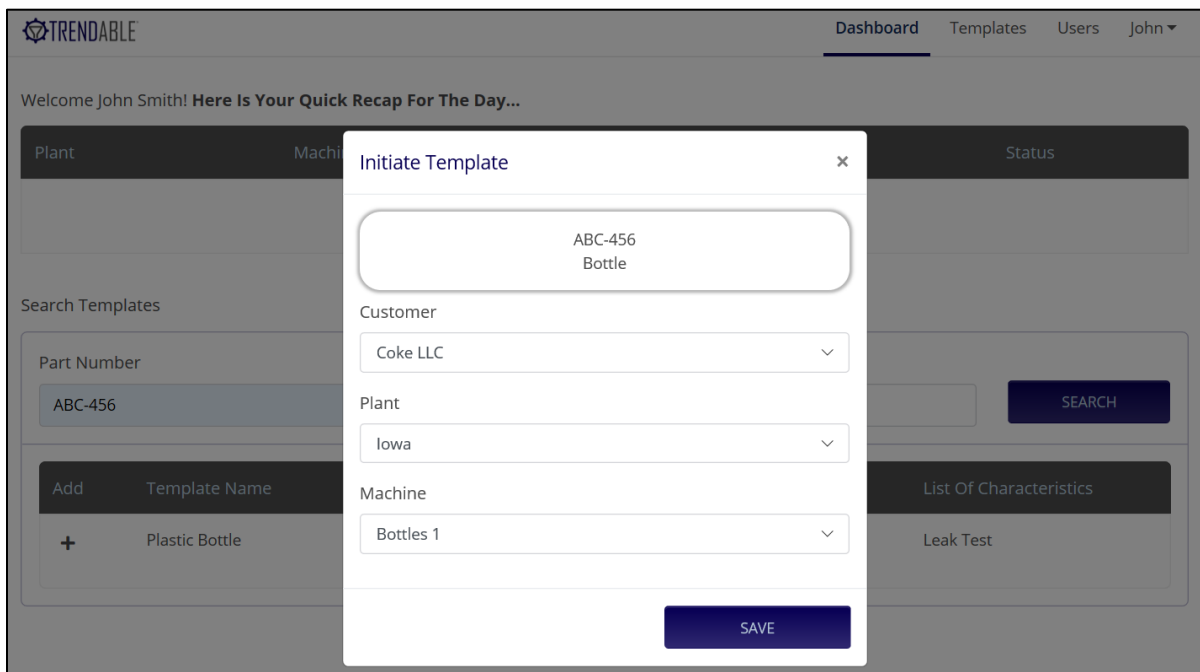
- Select **Plants**, then **Add Plants** and enter 'Iowa' and press Enter to save. Then select **Add Machine** and enter 'Bottles 1' and then press Enter to save.



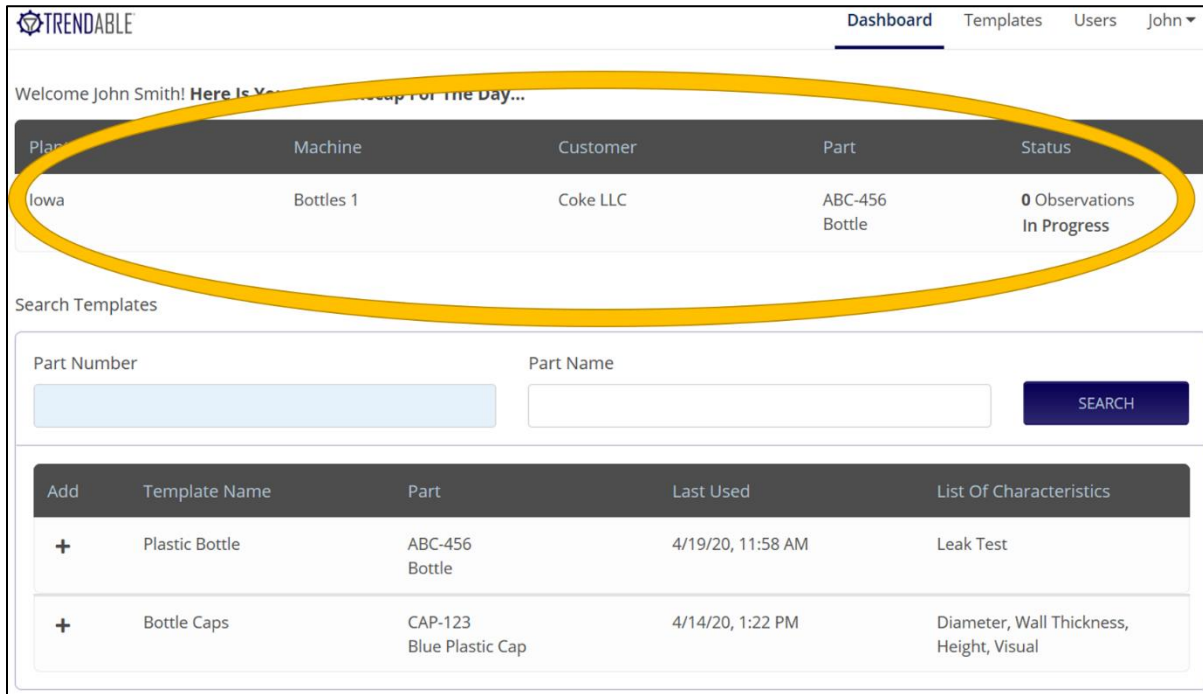
- Return to the Dashboard and search for the template by entering the Part Number (ABC-456) or Part Name (Bottle) and select **Search**. The template will now be shown in the template list. Select add to initiate the template.



- Initiating the Template –
 - Customer** select 'Coke LLC'
 - Plant** select 'Iowa'
 - Machine** select 'Bottles 1'
 then select **Save**



9. The Project status is now 'In Progress'. Select the Project to begin collecting data using the instructions in Part 1.



The screenshot shows the TRENDABLE dashboard interface. At the top, there is a navigation bar with 'Dashboard', 'Templates', 'Users', and 'John'. Below the navigation bar, a welcome message reads 'Welcome John Smith! Here Is Your Recap For The Day...'. The main content area features a table with the following data:


Plan	Machine	Customer	Part	Status
Iowa	Bottles 1	Coke LLC	ABC-456 Bottle	0 Observations In Progress

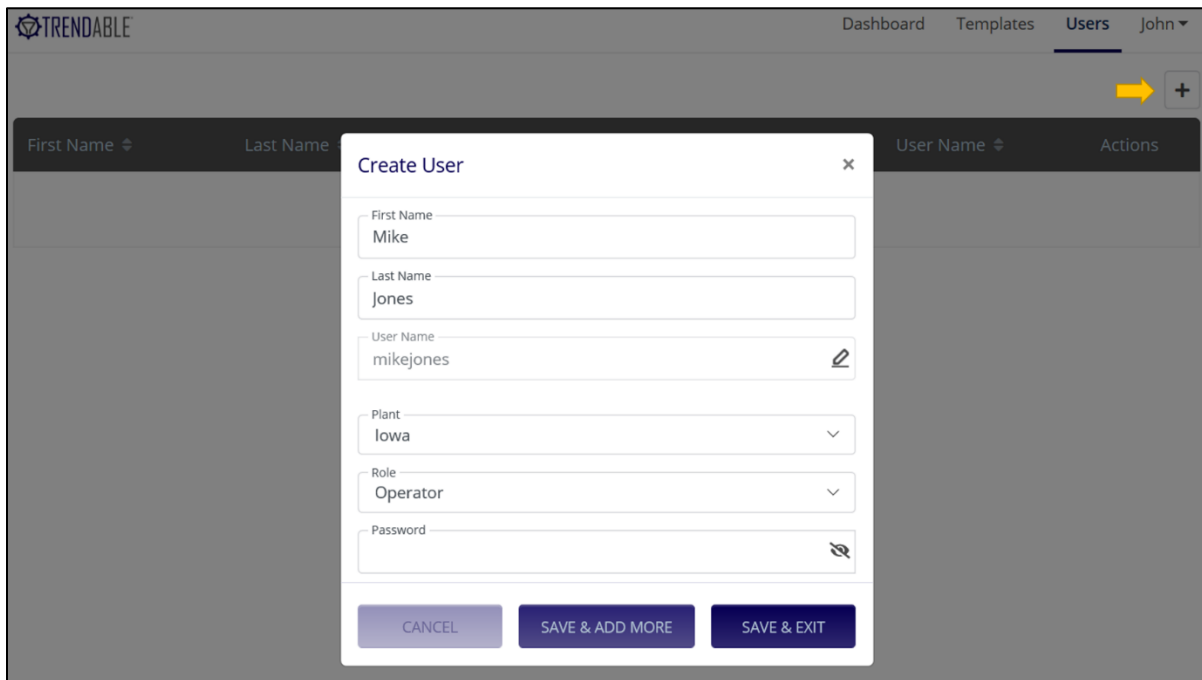
A yellow circle highlights the 'In Progress' status in the table. Below the table is a 'Search Templates' section with input fields for 'Part Number' and 'Part Name', and a 'SEARCH' button. At the bottom, there is another table listing templates:

Add	Template Name	Part	Last Used	List Of Characteristics
+	Plastic Bottle	ABC-456 Bottle	4/19/20, 11:58 AM	Leak Test
+	Bottle Caps	CAP-123 Blue Plastic Cap	4/14/20, 1:22 PM	Diameter, Wall Thickness, Height, Visual

Part 3: Adding Users (Manager Role Only)

Users in the Manager Role have the ability to add users.

1. Click **Users** and then  to create a new user. Enter the new user information in each field including 'Role'. An Operator has access to data collection, but not template or user management controls. A Manager has access to all features. Then select either **Save & Add More** or **Save & Exit**.



The screenshot shows the TRENDABLE web application interface. The top navigation bar includes 'Dashboard', 'Templates', 'Users', and 'John'. A yellow arrow points to a '+' button in the top right corner. Below the navigation bar is a table with columns for 'First Name', 'Last Name', 'User Name', and 'Actions'. A 'Create User' modal form is open in the center, containing the following fields:

- First Name: Mike
- Last Name: Jones
- User Name: mikejones (with an edit icon)
- Plant: Iowa (dropdown menu)
- Role: Operator (dropdown menu)
- Password: (with a password strength icon)

At the bottom of the modal are three buttons: 'CANCEL', 'SAVE & ADD MORE', and 'SAVE & EXIT'.

Thanks for using TRENDABLE for Data Collection!