

Trial Set Cleaning Database

Instructions Manual Ver 1

By

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The screenshot displays the 'SetDetails' window of the 'TRIAL SET CLEANING DATABASE'. The interface includes a search bar, navigation buttons (Prev record, Next record, New record, Refresh), and a menu of options (Design List, Database Manual, Technicians Names, Cleaning Instructions, FullSetDetails, DTCL Web Site, Rose K Web Site). The main data area shows a table with columns: ID, SetNo, Design Name, LotNo, ManuDate, Scrap, and Location. The first record is ID 1, SetNo 5950, Design Name ROSE K2 IC, LotNo 1235456, ManuDate 14-Oct-15, and Location is empty. Below this is a 'LensDetail' table with columns: BC, LotNo, ManuDate, ScrapDate, and DesignName. The 'LensDetail' table contains three rows: (8.50, 852, 16-Jan-15, ROSE K2 NC), (10.50, 9173, 13-Oct-15, ROSE K2 XL), and (0.00, empty, empty, empty, empty). A 'Notes' field is present on the right side of the 'LensDetail' table. The status bar at the bottom indicates 'Record: 1 of 2' and 'No Filter'.

ID	SetNo	Design Name	LotNo	ManuDate	Scrap	Location
1	5950	ROSE K2 IC	1235456	14-Oct-15		

BC	LotNo	ManuDate	ScrapDate	DesignName
8.50	852	16-Jan-15		ROSE K2 NC
10.50	9173	13-Oct-15		ROSE K2 XL
0.00				

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This database is simple and quick to use. It will help you manage and record the cleaning and location of your trial sets (and maintain tractability).

The Software is **free** and **does not need a licence** to use.

Any suggestions for improving the software please feel free to contact DTCL.

Installation

If you have MS access on your computer;

Simply place the database in a suitable folder on your PC, and make a short cut on your desk top, click and you're in (depending on your version of Windows you may have a security popup, just click OK/Accept/Open)

If you **Don't** have MS Access:

Download Runtime for MS Access, and install on your computer, download link below

<http://www.microsoft.com/en-us/download/details.aspx?id=4438>

This is free Software from Microsoft, and it will enable you to Run MS Access databases and enter data (you will not be able to program databases) our database will fully function with this.

Then Simply place the database in a suitable folder on your PC, and make a short cut on your desk top, click and you're in (depending on your version of Windows you may have a security popup, just click OK/Accept/Open)

New record Entry

Open the database and enter the details of your set/s:

- **Setnumber** which is at the bottom of the inside lid
- **Design Name:** this is on the Case Lid
- **LotNumber:** this is on the Case Lid
- **Date of manufacture:** (optional)
- **Location:** (optional). This is for you to track who or where the set is located.
- **Notes:** (optional) for any notes you care to make.

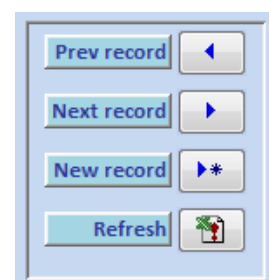
Navigation

New record

For Adding a new Record,

Next or Previous record

use the navigation Buttons in the top window pain.



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Search

Simply start to type the set Number or click the dropdown arrow and select the required number and press enter, the database will display your required record.



Individual lens Entry

Enter the details from the Vial/mailer label

BC: the back curve parameter

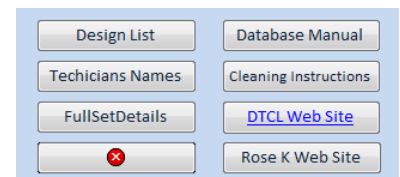
LotNo: This is the lot number from the vial/mailer label

Manufactured date: Also on the label

The Lens design name: This should be in the drop down list by clicking in the cell and then clicking the dropdown arrow and selecting from the list. If the design is not in the list go to next section

Adding Set Design name to the dropdown lists

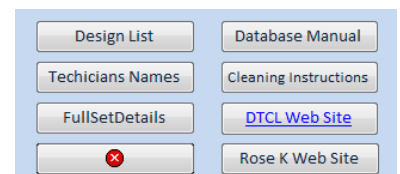
In the top window pane click the button "Design List" this will open a small window where you can add new lens design names (it is not recommended that you remove any names) simply click in the blank record at the bottom of the list and type the new design name.



Adding Technicians Names

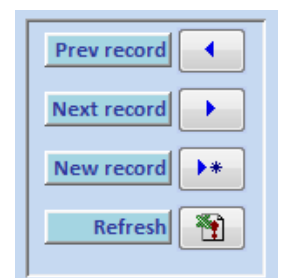
This is where you can add all the names of the people who will or may clean the lenses.

In the top window pane click the button "Technicians name" this will open a small window where you can add new names, In the top window pane click the button "Design List" this will open a small window where you can add new lens design names (it is not recommended that you remove any names) simply click in the blank record at the bottom of the list and type the new technician/operative's name. (You may need to quit and go back into the database for this to take effect).



Adding a cleaning record

Go to the "LensDetail" section, this is where all the lenses for the set should be recorded. To the left of each lens is a Plus sign click this will open up a sub table which is where the records of each clean are recorded (see Picture).



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Enter the lot number of the storage solution the lens is finally stored in or Enter DRY if this is the case. Then click in the “Technician” Cell and click the dropdown arrow and select the cleaner’s name. (if the cleaning Technician/operative is not there go to section above and add the person. (To update form click “Refresh” button, You may need to quit and go back into the database for this to take effect).

LensDetail					
	BC	LotNo	ManuDate	ScrapDate	DesignName
+	1.22	123	09-Jul-14		ROSE K2 NC
-	2.00	456	24-Dec-14		ROSE K2 NC
	CleanDate	StorageSolution	Technician		
	19-Oct-15	12345	Ewa Kotlicka		
*					

Scrapping a set

Once a set has passed its useful life you can hide the set in the database, so they do not clutter the user window.

Set

Click the Scrap check box and today's date will automatically be added to the date field. Now the set will not appear in the search box

Lens

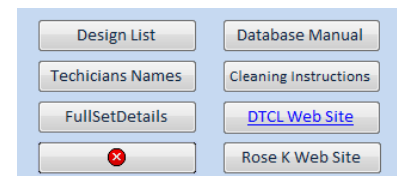
Click in the “ScrapDate” field in the “LensDetail” section, to the right of the cell a small checked box will appear, click this and a calendar will appear with today's date highlighted, you can select any date you require from this calendar. (To update form click “Refresh” button, You may need to quit and go back into the database for this record to be hidden).

View hidden records

Click the “fullSetDetails” Button in the top window pane, this will open a similar window but this one has all records including scrapped ones.

You can view or amend records in this window; navigation is via the search Field only.

To return to main user window click “Main Records” button



Other Buttons

We have provided some more buttons that link to our web, rose k web and this user manual, and DTCL’s recommended MeniLab usage.

