

How to Execute Adjust Instructions

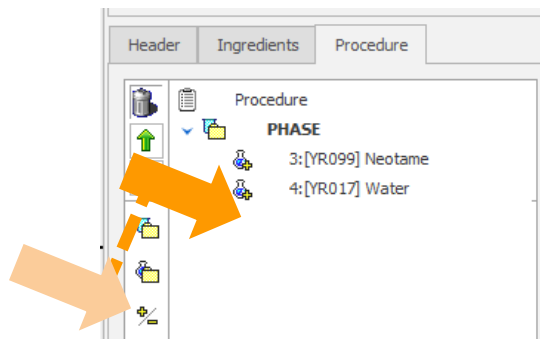
Setup

Prerequisite: Create a batching recipe and add all of the relevant ingredients, weights, and bulk product yield. For any ingredients you will adjust during manufacturing, leave the **Recipe Quantity** field empty.

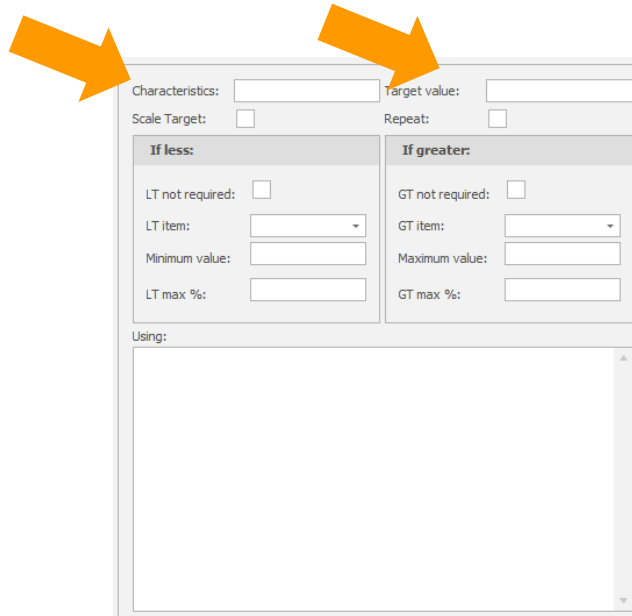
In the **Ingredients** tab, specify the ingredients you will adjust during manufacturing. Use the dropdown menu under the **Weigh Rule** column and select 'UQ' (Unknown Quantity). Unknown Quantity means you do not know how much of the ingredient you will use during manufacturing.

Header		Ingredients	Procedure					
Ingredient	Description	Recipe Qty	Standard Cost	Actual Cost	Manufacturer	Replacement Cost	Adjust	Weigh Rule
→ YR100	Hydrochloric Acid		0.0000	0.0000			Preweigh	UQ
YR101	Sodium Hydroxide		0.0000	0.0000			Preweigh	UQ
YR099	Neotame	1.000 kg	0.0000	0.0000			Preweigh	
YR017	Water	5.000 kg	0.0000	0.0000			Preweigh	
*								

Select the **Procedure** tab and drag and drop the **Adjust** icon where applicable in the recipe.

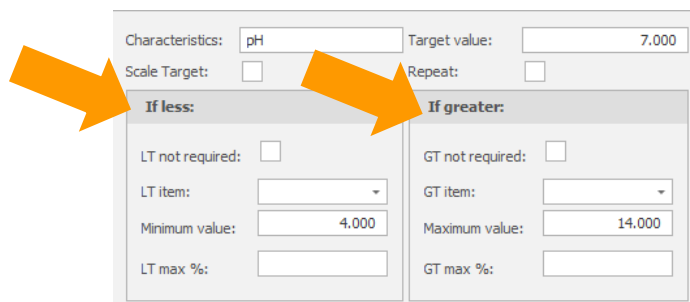


Populate the **Characteristics** field with what you are measuring and set a target value in the **Target** field.



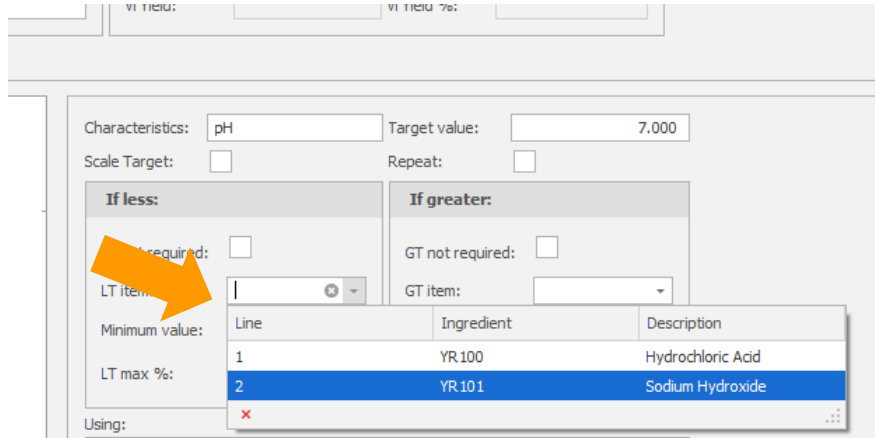
The screenshot shows a form with the following fields: Characteristics: [text input], Target value: [text input], Scale Target: , Repeat: . Below these are two columns: **If less:** with fields for LT not required: , LT item: [dropdown], Minimum value: [text input], and LT max %: [text input]; and **If greater:** with fields for GT not required: , GT item: [dropdown], Maximum value: [text input], and GT max %: [text input]. At the bottom is a 'Using:' section with a large empty text area. Two orange arrows point to the Characteristics and Target value fields.

Populate the **If Less** and **If Greater** sections to identify minimum and maximum allowable values of the test.



The screenshot shows the same form as above, but with populated fields: Characteristics: pH, Target value: 7.000, Scale Target: , Repeat: . In the **If less:** section, Minimum value is 4.000. In the **If greater:** section, Maximum value is 14.000. Two orange arrows point to the 'If less' and 'If greater' section headers.

Use the dropdown menu to select the items with unknown quantity you will add to the batch to adjust the test.



Characteristics: pH Target value: 7.000
 Scale Target: Repeat:

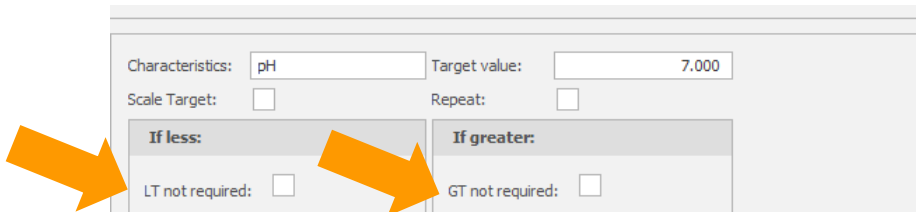
If less: required:
 LT item:
 Minimum value:
 LT max %:

If greater: GT not required:
 GT item:

Line	Ingredient	Description
1	YR.100	Hydrochloric Acid
2	YR.101	Sodium Hydroxide

Using:

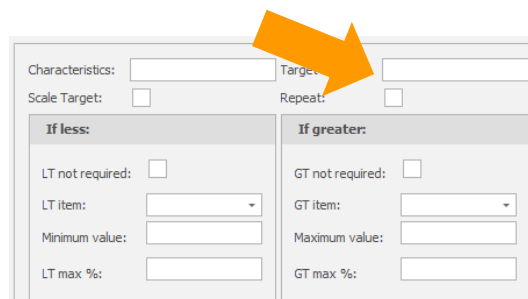
You may select the **Not Required** fields if you do not require an item to be added to adjust the value.



Characteristics: pH Target value: 7.000
 Scale Target: Repeat:

If less: LT not required:
If greater: GT not required:

If you wish to repeat the test until you reach an acceptable value, Select the **Repeat** flag.



Characteristics: Target value:
 Scale Target: Repeat:

If less: LT not required:
 LT item:
 Minimum value:
 LT max %:

If greater: GT not required:
 GT item:
 Maximum value:
 GT max %:

Executing the Adjust Instructions

Prerequisite: Execute the batch procedure for a released batch order until you reach the **Adjust** instruction.

You will be prompted to complete the Adjust step. Specify the value of the test result in the **Value** field.

Adjustment

Description: Measure pH Target value: 7.000

Min value: 4.000 Not required:

if less add: YR101 Description: Sodium Hydroxide

Max value: 14.000 Not required:

if more add: YR100 Description: Hydrochloric Acid

Using:

Characteristics: pH

Enter results here

Value: Quantity: Unit:

Item: Description:

If the value is between the acceptable minimum and maximum values, you will be allowed to continue with the batch procedure. If the value is above or below the acceptable range, you will be prompted to add the appropriate item and quantity in the **Quantity** field.

Enter results here


Value: 3 Quantity: Unit: kg






Item: YR101 Description: Sodium Hydroxide

Select Save



New procedure steps will appear to account for the adjustment step.



Cont...	Sta...	Item Code	Description
	CMP	YR099	Neotame
	CMP	YR016	Ethanol
	CMP		pH
	NST	YR101	Sodium Hydrox...
	NST		Specification T...

Scan the source container to add the item and repeat the test to complete the adjust procedure step.

