

Quick guide for ABC Viewer



Manual updated October 2015

© Copyright ABC Softwork Aps. The material must not be depicted or copied without permission.
Download your free 30-day trial on http://abcsoftwork.com/free_trial

Content

Welcome to ABC Viewer	3
Introduction.....	3
Why work with ABC Viewer?.....	3
Get started with ABC Viewer.....	4
ABC Viewer's design.....	4
Reports and dataslicers.....	5
Working with reports	5
The 4 tabs	6
Overview.....	6
Data	6
KPI	7
Crosstable.....	7
Crosstable: Useful setups.....	8
Nice to know	9
Continue working with reports in Excel.....	9
Changes are not saved in ABC Viewer.....	9

Welcome to ABC Viewer



ABC Viewer is a tool which allows you access to your company's ABC analyses.

The analyses show the same data as your ERP system, but are structured in different views and reports.

Introduction

ABC Viewer gives you a snapshot of how your products perform right now, and contains no historical data. Each analysis contains a number of reports, and four tabs in which you can see the content of your reports:

The four tabs:

- **Overview** gives you a quick overview of how your items are distributed across the different ABC categories.
- **Data** display the content of your data in a classic list format.
- **KPI** gives you a detailed overview. View the different key numbers: Stock value, number of back orders etc. per ABC category
- **Crosstable** allows you to display your products in a two dimensional grid. See how your products are distributed across ABC categories and suppliers.

Why work with ABC Viewer?

ABC Viewer helps you:

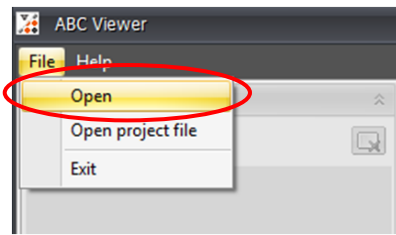
- Identify your most important products
- Prioritize your daily tasks
- Empowers you to create better results, by working less



NB! Your analysis is always up to date

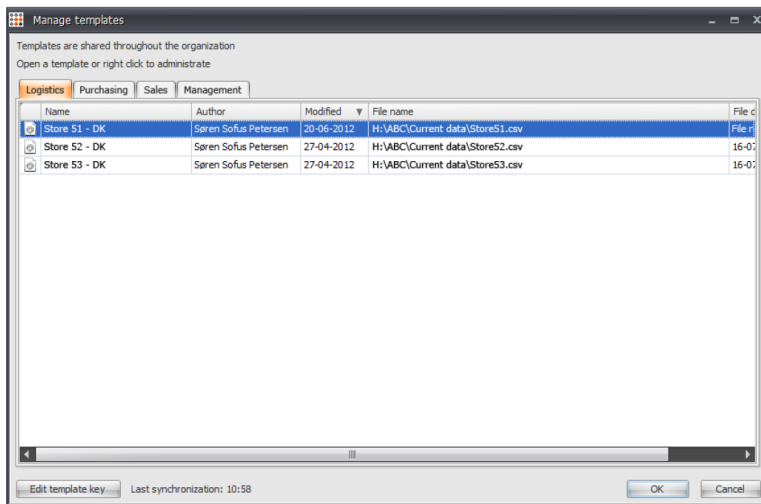
Each time an analysis is opened, it automatically updates with the newest data available.

Get started with ABC Viewer



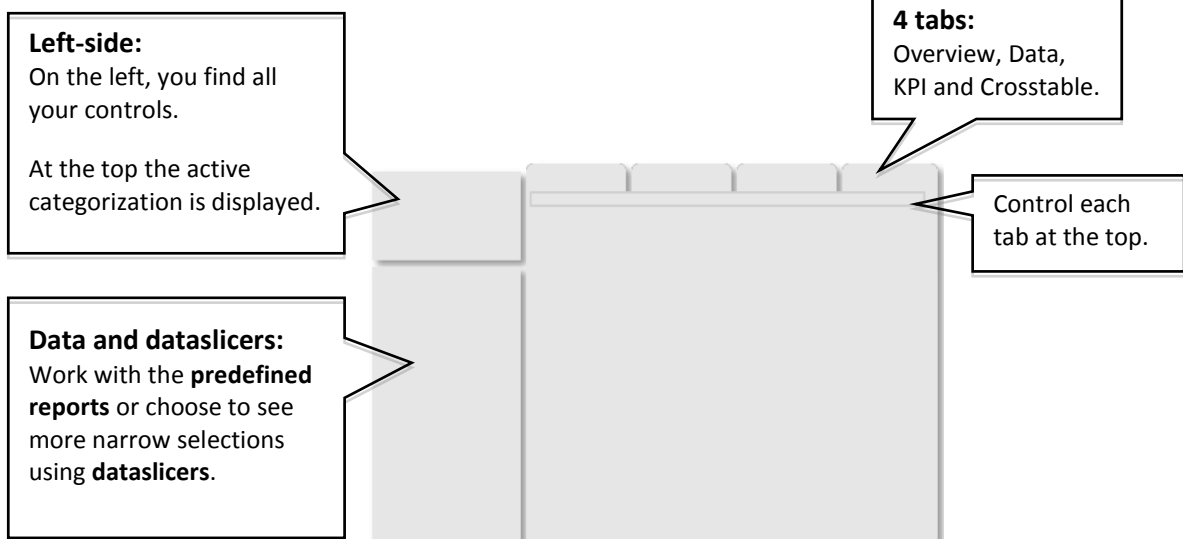
Open ABC Viewer. Choose: "Open" in the menu "File".

Now, choose the template you want to work with. All your analyses are saved as templates.



ABC Viewer's design

The program has a left-side bar and 4 tabs.



Reports and dataslicers

On the left, you will find a list of reports and all the different dataslicers.

5. Add or delete dataslicers using the cog wheel.

1. Choose a report: Click a report to see the content in all four tabs.
If you do not choose a report, all products in your analysis are displayed.

4. Clear all dataslicers, meaning remove all selections from the dataslicers.

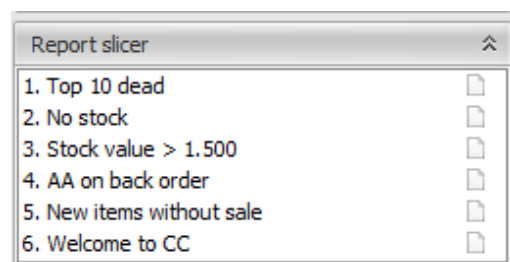
3. Click only to see AA and/or CC items. Click again to remove the slicing.

2. Use dataslicers to narrow down the selection.
Click the name of a purchaser to display only his/hers products.
Combine as many dataslicers as you like. Everything you slice will be marked in blue.

The screenshot shows the 'ABC Viewer - ABC Viewer.abcx' window with a menu bar (File, Help) and several panels: 'Dataslicer' (with a cog wheel and a delete icon), 'ABC Master Categorization' (a grid with categories AA-CC and New/Dead), 'Report slicer' (a list of 6 reports), 'Purchaser' (a list of names), 'Stock value (Euro)' (a numeric input field), and 'Categorizations' (a dropdown menu). The status bar at the bottom indicates 'ABC Viewer.abcx loaded'.

Working with reports

1. Choose a report in the report slicer.
Now, you see the content of the report on all 4 tabs.
2. Click Overview or KPI to see how the products are distributed across the ABC categories. Slice your data using one or more dataslicers.
3. When you are done with a report, clear all your slicers and continue with the next report.



The 4 tabs

Overview

Overview displays all products in the ABC categories.

Click the number in "AA" to see which products it contains. A click takes you to the tab "Data".

If the analysis contains more than one categorization., switch between them here.

The layout of "Overview" and "KPI" follow the categorization

Item number	AA	AB	AC	Item number
	574	243	97	COUNT
	628	526	298	Total
	442	1.048	2.152	
	207	3.471		

Data

Data displays your analysis in a list format.

Click a report to see the content displayed as a list. Combine it with one or more data slicers

Choose the report "Top 10 dead items" and purchaser "Anders" in the dataslicer. Now you see "Anders' top 10 dead items".

If you have clicked a cell in another tab, you will see a blue bar at the top: **A click report.** Click the blue bar to clear the selection

Item number	ABC Master Categorization	Stock value (Euro)	Supplier	Purchaser	Stock surplus	Old ABC code	Product type
1	Dead	56.182	Supplier No. 1173	Anders	55.174	AA	Manufactured goods
2	Dead	43.040	Supplier No. 427	Anders	43.040	Dead	Raw materials
3	Dead	34.921	Supplier No. 172	Bjarne	34.920	AB	Raw materials
4	Dead	26.414	Supplier No. 1000	Eva	26.414	Dead	Raw materials
5	Dead	25.048	Supplier No. 864	Anders	25.127	AA	Manufactured goods
6	Dead	23.105	Supplier No. 998	Anders	23.105	Dead	Raw materials
7	Dead	21.031	Supplier No. 1000	Eva	21.031	Dead	Raw materials
8	Dead	18.798	Supplier No. 998	Anders		Dead	Raw materials
9	Dead	4365					Raw materials
10	Dead	11265					Raw materials

Right-click to hide or lock columns. **Pull** a column to move it. The changes will not be saved.

KPI

KPI gives you a detailed overview of your most important key numbers.

Add one or more KPI board(s) using the icon with a green cross.

Select and set up a KPI board by clicking its grey top bar. (It turns blue)

The screenshot shows the ABC Viewer interface with several KPI boards. The 'Item number (COUNT)' board is selected, showing a grid of values and percentages. A callout box points to a cell in this board.

Item number (COUNT)	Item number (COUNT)	Item number (COUNT)	Item number (COUNT)
574	243	97	9,686
628	526	298	
442	1,048	2,152	
207	3,471		

Other boards visible include 'Cost value 12 mth (Euro) (SUM)', 'Stock value (Euro) (SUM)', and 'Turnover 12 mth (Euro) (SUM)'.

Click a cell to see which items, it contains.

Crosstable

Crosstable allows you to view data in a two dimensional grid

This crosstable displays how many items each purchaser has in each ABC category.

The screenshot shows the ABC Viewer interface with the 'Crosstable' view selected. The grid displays 'Item number' for various 'Purchaser' categories across different 'ABC Master Categori...' categories. A callout box points to a specific cell in the grid.

ABC Master Categori...	Total	Anders	Bjarne	Eva	Jan	Karin	Lars	Morten	Ole
Total	9,686	4,844	551	908	841	387	324	446	358
AA	574	248	17	104	39	26	24	22	12
AB	243	118	10	32	27	10	7	10	2
AC	97	45	2	14	8	6	3	5	
BA	628	293	24	105	37	16	45	28	7
BB	526	220	22	71	52	14	21	35	12
BC	298	108	12	37	31	14	5	17	13
CB	1,048	266	17	64	21	12	31	16	2
CC	2,152	976	110	135	59	26	61	65	13
Dead	3,471	1,554	107	141	338	95	82	100	70
New	207	91	4	13			1	18	17

Click to find the 6 new items, Bjarne is responsible for.

Crosstable: Useful setups

“Crosstable” allows you to examine a problem using more than more parameter. Set up a grid using two columns in your data, and a third to determine the cell content. Sort the content in the grid by clicking the grey axis. A small black arrow indicates what you sorted on.

Crosstable can help you find the answers to the following questions:

Which suppliers are responsible for the majority of your excessive stock?

Settings:

- **Horizontal axis:** ABC code.
- ↓ **Vertical axis:** Supplier.

	Total	AA	AB	AC	BA
Total	9,686	574	243	97	628
Supplier No. 1100	784	35	3		125

Cell content: Excessive stock (in Euro))

Click "Apply"

Sorting the crosstable: Click total on the horizontal axis. Now the suppliers with the largest excessive stock (In Euro) are placed at the top of the list. Click a cell to see the list of products accounting for the excessive stock

How are the company's products distributed among the purchasers?

Are a few purchasers responsible for all AA items, or are they distributed evenly among all purchasers?

Settings:

- **Horizontal axis:** Purchaser.
- ↓ **Vertical Axis:** ABC code.

	Total	Anders	Eva	Peter	Jan	Karir
Total	9,686	4,844	908	1,023	841	387
AA	574	248	104	82	39	26

Cell content: **Number of items** (item ID).

Now you can easily see which purchasers are having the most AA items, dead or new items.

Nice to know

Continue working with reports in Excel

You can export a report from ABC Viewer to Excel by one click.



In ABC Viewer all reports are built using mathematical criteria and data from your ERP. If you need to comment or delete a product in a report, you have to do in either Excel or in your ERP system.

If you need to send a selection of data to a colleague, you have to open and saved the selection of data in Excel.

Changes are not saved in ABC Viewer

The reports you are working with are created in ABC Analyzer, and cannot be saved in ABC Viewer. So, if you make a new KPI board or add a slicer, these changes will not be saved. Your analysis will always return to the settings, it was created with.

If you want a report changed or have ideas for new reports, you need to contact the responsible ABC Analyzer user who has built your analysis.