



Kendall Optometry Ministries, Inc



**Updating and transferring
inventory between Glasses
Inventory and Glasses
Reader programs.**

**By
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Kendall Optometry Ministry, Inc



“Serving the Lord by providing better vision to the people of underdeveloped countries.”

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1.0 Introduction

Transferring your inventory back and forth between the glasses Reader and the Glasses inventory program sometimes can be confusing. The purpose of this document is to clarify the procedure. You can also refer to the Kendall Optometry Ministries, Inc technical website at: (<http://eyeglasses-inventory.com/>) under the SUPPORT area for a video of this procedure.

2.0 Building your inventory

You use the Glasses reader program to build your inventory. Below is an example if the Glasses Reader program when it is first activated.

The screenshot shows the 'Glasses Reader Data Collection Program' interface. At the top, it says 'Version 3.1-3' and 'USING: MANUAL ENTRY PROCEDURE'. The status is 'NO ERRORS.' and the date/time is '10/25/2006 9:55:33 PM'. The inventory number is '1'. There are navigation buttons for '10000', '1000', '100', '10', and '1', along with '←Last Empty' and 'Next Empty→' buttons.

The main input area is divided into three sections: 'Left (OS)', 'Both the same (OU)', and 'Right (OD)'. Each section has a 'Clear' button and a 'Transpose Reading' button. The 'Both the same (OU)' section has a 'C' button and an 'Undo' button. The 'Both the same (OU)' section has a grid of buttons for entering values: 1, 2, 3, .00, 4, 5, 6, .25, 7, 8, 9, .50, +, 0, -, .75.

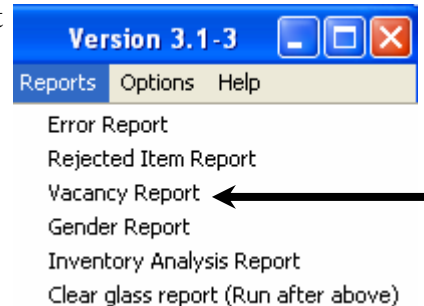
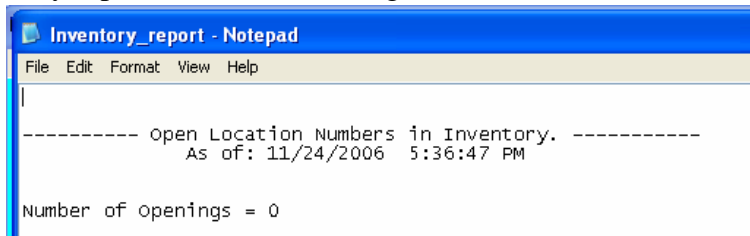
Below the input area are 'FLAGS?' and 'Frame Size?' sections. The 'FLAGS?' section has checkboxes for 'Sunglasses?', 'Reading Glasses?', 'Progressive?', 'Bi-Trifocal?', 'Scatched?', 'For Male?', 'For Female?', 'Either Male or Female', and 'For Child?'. The 'Frame Size?' section has checkboxes for 'Small?', 'Medium?', and 'Large?', and a 'PD' field in 'mm'.

At the bottom, there are 'Save & Clear' and 'Exit' buttons. A 'Manually' button is also present. A comment field says 'Comment on Glasses (Use NO commas)' and an 'Enter your Initials:' field. A red box says 'Save your entries after completing manual entry of data.' A 'Data Input Selection' section has checkboxes for 'Manual Data Entry?' and 'Barcode Data Entry?'. A 'Highest Inventory Nr Read' field shows '3280'. A button says 'Write Sorted Inventory + Empty Journal files & check for errors.' and another says 'Click for Barcode Entry Help'.

The options setting on this program is as shown on the next page.

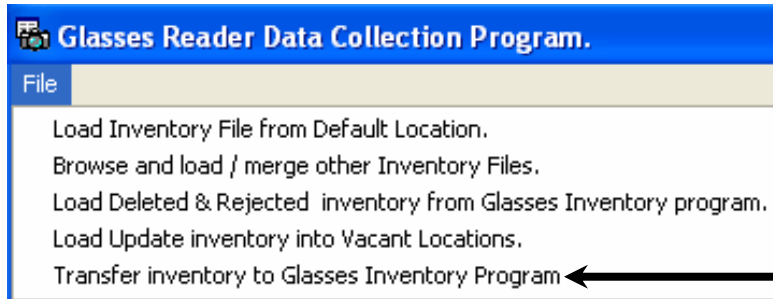
Glasses Reader Options Settings

The glasses reader screen you see on the previous page shows that the maximum number of locations in your inventory is 3280. To see how many vacancies you have in your inventory, generate the vacancy report as shown to the right and below.

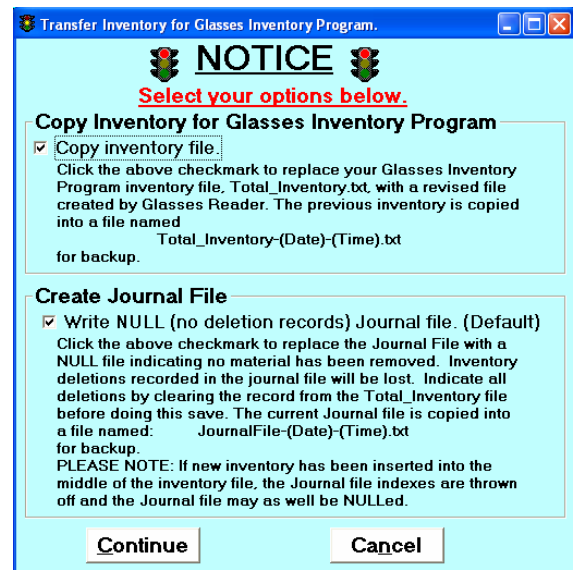
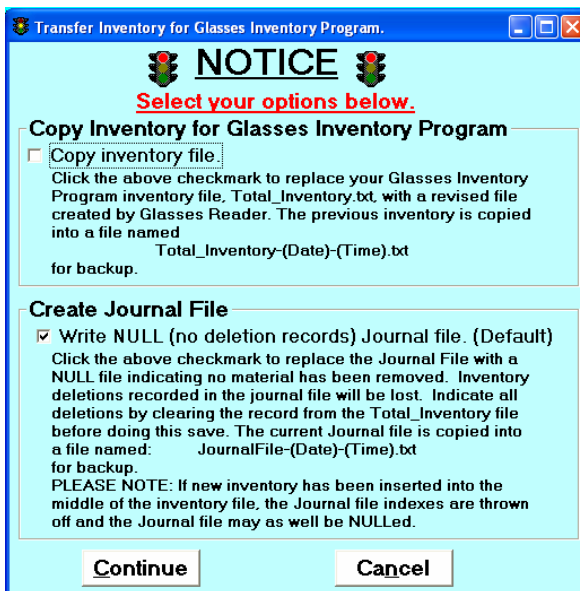


As you can see there are no empty locations showing in this inventory.

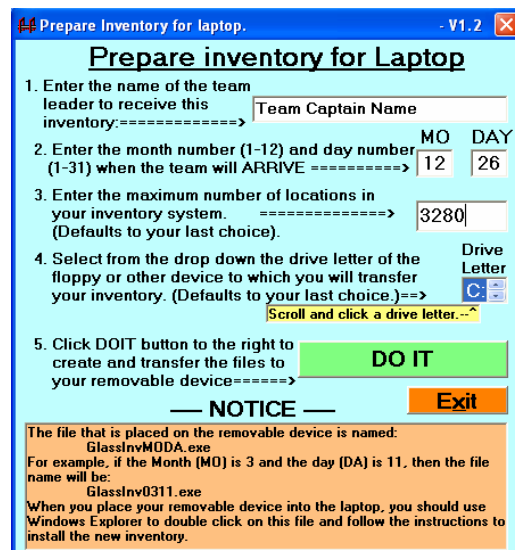
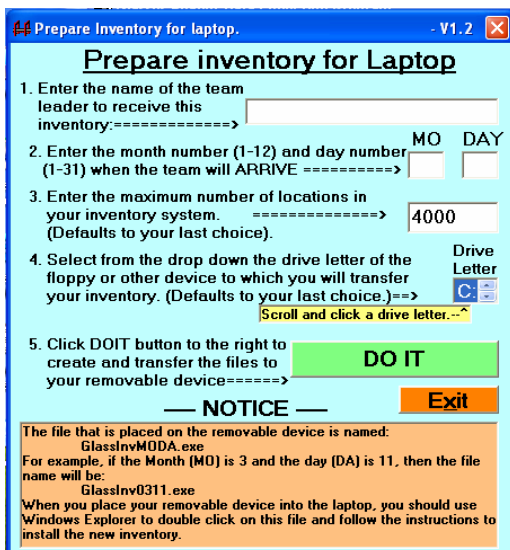
You will now want to transfer your inventory to the Glasses Inventory program as shown below.



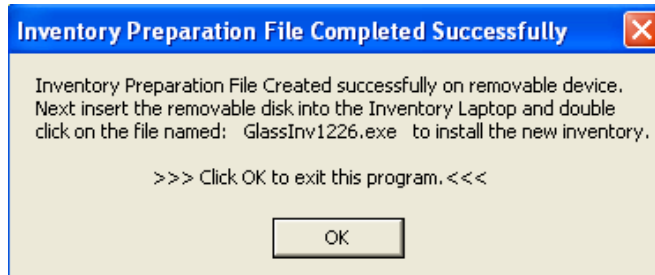
And you will see the below. Turn on both checkmarks as shown to the right below and click CONTINUE.



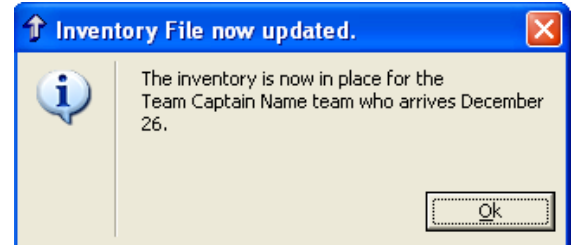
And you will see the below. If you are building this inventory to transfer to another computer (like the laptop provided by Kendall Optometry Ministries, Inc) then fill this in as shown to the right below and click DOIT. Be sure to change the drive letter to the letter of your USB flash drive or floppy disk. Otherwise click EXIT. Read the NOTICE.



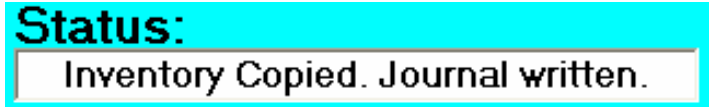
At this point if you clicked DOIT, the following file has been created on your USB flash drive and the popup occurs.



Take the file to another PC and double click on it and you will see the popup to the right. This will tell you the inventory has now been transferred to the Eyeglasses Inventory program on this PC only. The popup above tells you it has been transferred to the Eyeglasses Inventory program on the same PC that is running the Glasses Reader program.



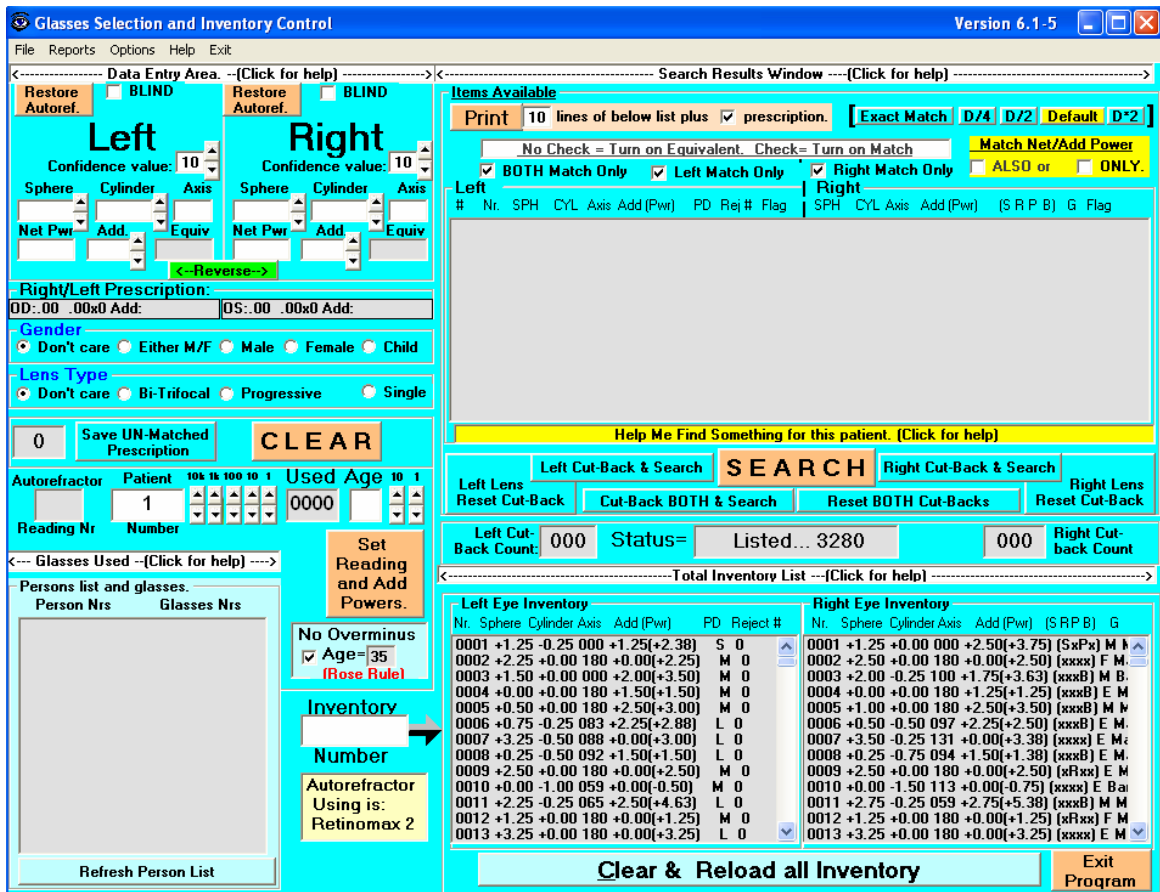
The Glasses Reader program will also show the Status window to the right.



You can now EXIT the Glasses Reader program by clicking on:



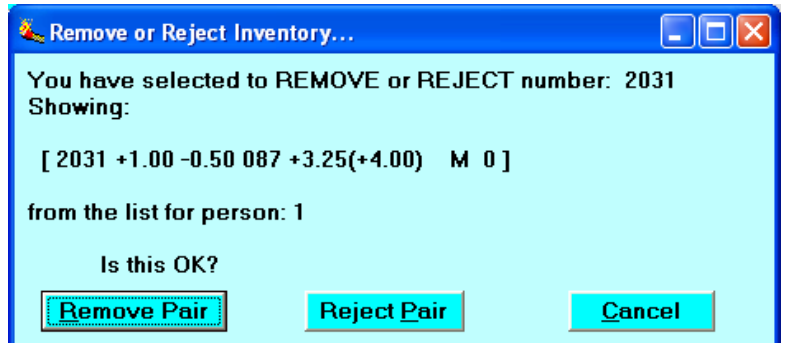
Launch the Glasses Inventory program and you will see the below. Notice under the SEARCH button you see "Listed 3280" and under the CLEAR button you see "Used 0000".



Now I am going to remove 12 pairs of glasses. In the below I enter inventory number 2031 and the pane to the right automatically positions itself until 2031 is at the top.

Powers.		Left Eye Inventory						Right Eye Inventory						
No Overminus <input checked="" type="checkbox"/> Age=35 (Rose Rule)		Nr.	Sphere	Cylinder	Axis	Add (Pwr)	PD	Reject #	Nr.	Sphere	Cylinder	Axis	Add (Pwr)	(SRP B)
		2031	+1.00	-0.50	087	+3.25(+4.00)	M	0	2031	+1.75	-0.50	090	+3.25(+4.75)	(xxx)B F
		2032	-4.25	-0.50	088	+0.00(-4.50)	M	0	2032	-4.25	-1.00	178	+0.00(-4.75)	(xx)Px M
		2033	+3.50	-2.00	088	+2.75(+5.25)	M	0	2033	+2.50	-1.50	105	+2.75(+4.50)	(xxx)B F
		2034	+1.25	-0.50	173	+3.50(+4.50)	M	0	2034	+0.50	-0.25	001	+3.50(+3.88)	(xxx)B F
		2035	+2.50	-2.00	073	+3.00(+4.50)	M	0	2035	+1.00	-0.75	108	+3.00(+3.63)	(xxx)B F
		2036	+3.00	-0.75	057	+2.25(+4.88)	M	0	2036	+2.75	+0.00	000	+2.25(+5.00)	(xxx)B I
		2037	+1.50	+0.00	000	+2.75(+4.25)	M	0	2037	+1.50	+0.00	000	+2.75(+4.25)	(xxx)B I
		2038	-4.25	+0.00	000	+0.00(-4.25)	M	0	2038	-4.25	-0.25	032	+0.00(-4.38)	(xxx)B F I
		2039	-2.50	-1.75	109	+1.50(-1.88)	M	0	2039	-2.25	-1.00	068	+1.50(-1.25)	(xxx)B M
		2040	-5.50	-1.25	085	+0.00(-6.13)	M	0	2040	-4.75	-0.75	089	+0.00(-5.13)	(xxx)B F I
		2041	-3.25	-1.00	171	+2.50(-1.25)	M	0	2041	-2.50	-1.00	022	+2.50(-0.50)	(xxx)B M
		2042	-4.00	-0.50	095	+2.50(-1.75)	M	0	2042	-3.00	-0.50	125	+2.50(-0.75)	(xxx)B F
		2043	+1.25	-0.75	120	+3.00(+3.88)	M	0	2043	+0.50	-0.50	020	+3.00(+3.25)	(xxx)B F

Click line 2031 and you will see the popup to the right.



Click **Remove Pair** and the pair will be removed from inventory. If you click Refresh Person List you will see the list to the right. As you can see pair 2031 is on the list.

--- Glasses Used --- (Click for help) ---

Persons list and glasses.

Person Nrs	Glasses Nrs
000001	2031

Refresh Person List

I now continue to remove 11 more pairs of eyeglasses and you will see the below window when you click **Refresh Person List**.

0 Save UN-Matched Prescription CLEAR

Autorefractor Patient 10k 1k 100 10 1 Used Age 10 1
 0012

Reading Nr Number

--- Glasses Used --- (Click for help) ---

Persons list and glasses.

Person Nrs	Glasses Nrs
000001	0125
000001	0245
000001	0500
000001	0501
000001	0763
000001	0897
000001	0934
000001	1043

Refresh Person List

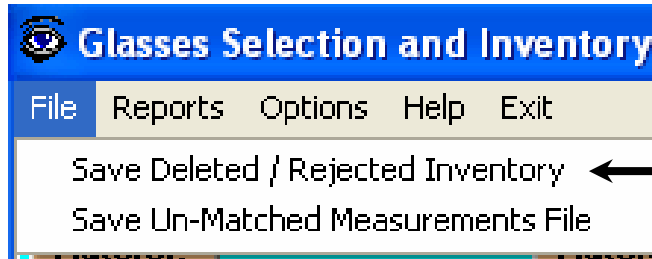
Set Reading and Add Powers.

No Overminus
 Age=35
 (Rose Rule)

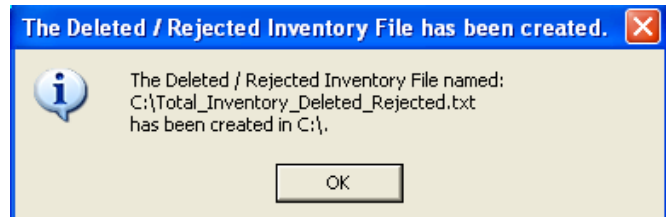
Inventory
 1043
 Number

Autorefractor Using is: Retinomax 2

Perhaps now you are at the end of your day and you want to replenish your inventory. You need to tell the Glasses Reader program that you have used these numbers of glasses. Here are the steps you perform. On the Glasses Inventory Program click on File and select the option indicated below



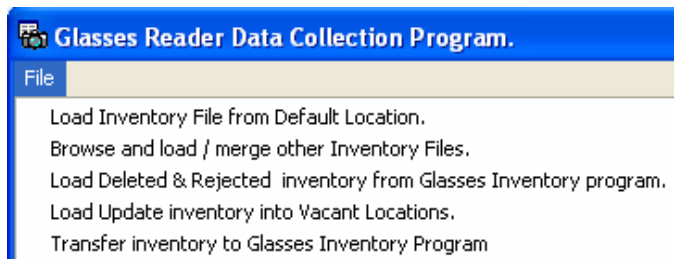
You will see the popup to the right. The file which contains the list of inventory removed from your system is located at C:\ and is called **Total_Inventory_Deleted_Rejected.txt**.



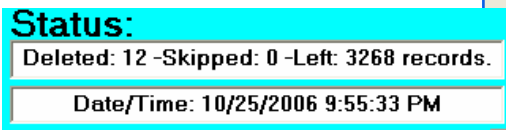
You will now exit the Glasses Inventory program by clicking on:



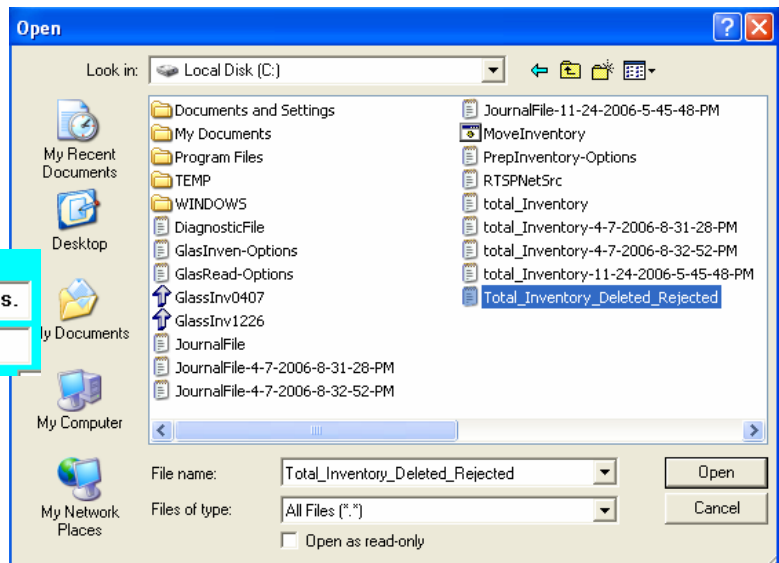
Start the Glasses Reader program now. You are going to use it to replenish your inventory. You will see the screen which is showing on the first page of this document.. The Glasses Reader program is not aware of the 12 pairs of eyeglasses which were removed. To make it aware of the deletions, click on File and select the option shown below.



Browse to the root of your C drive and select the file highlighted to the right. Click OPEN and the status window will show as in the below graphic.

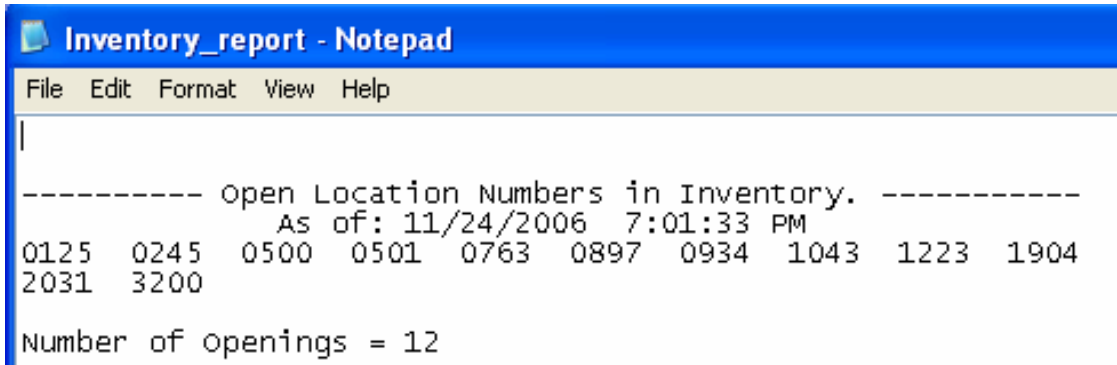


It shows 12 locations deleted and none skipped.



You always want it to show **Skipped: 0** If it does not, you have modified the inventory being retained by the Glasses Reader program AFTER you last transferred it to the Glasses Inventory program. The modifications you made were with the locations being deleted. You should return the Glasses Reader inventory to the same as the Glasses Inventory file or keep in mind that the locations “skipped” were not deleted.

If you do a vacancy report, you will see the below report.



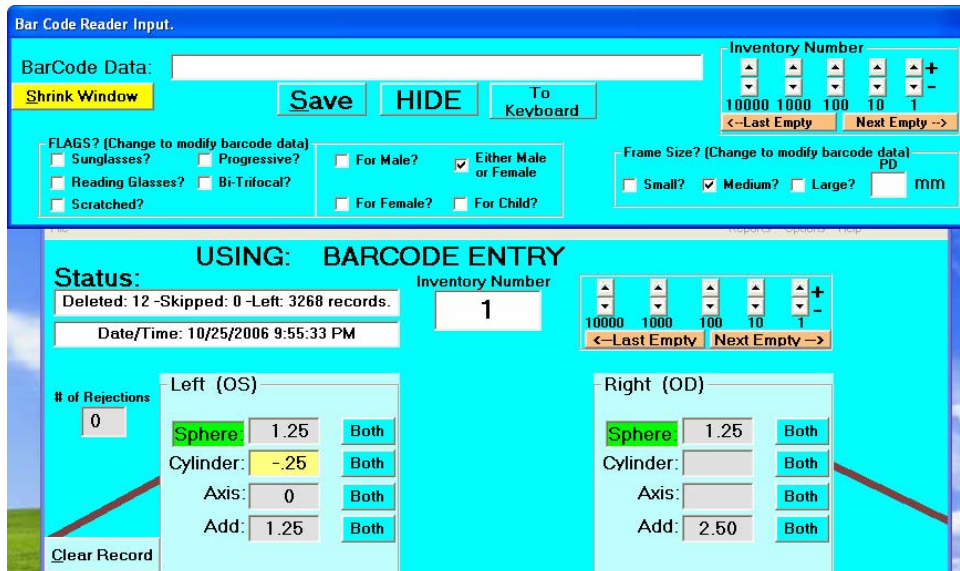
You will now need to replenish this inventory and transfer it to the Eyeglasses Inventory program. Click on the **Barcode Data Entry** and the bottom of your screen will look like the below. The yellow button will show on the right.



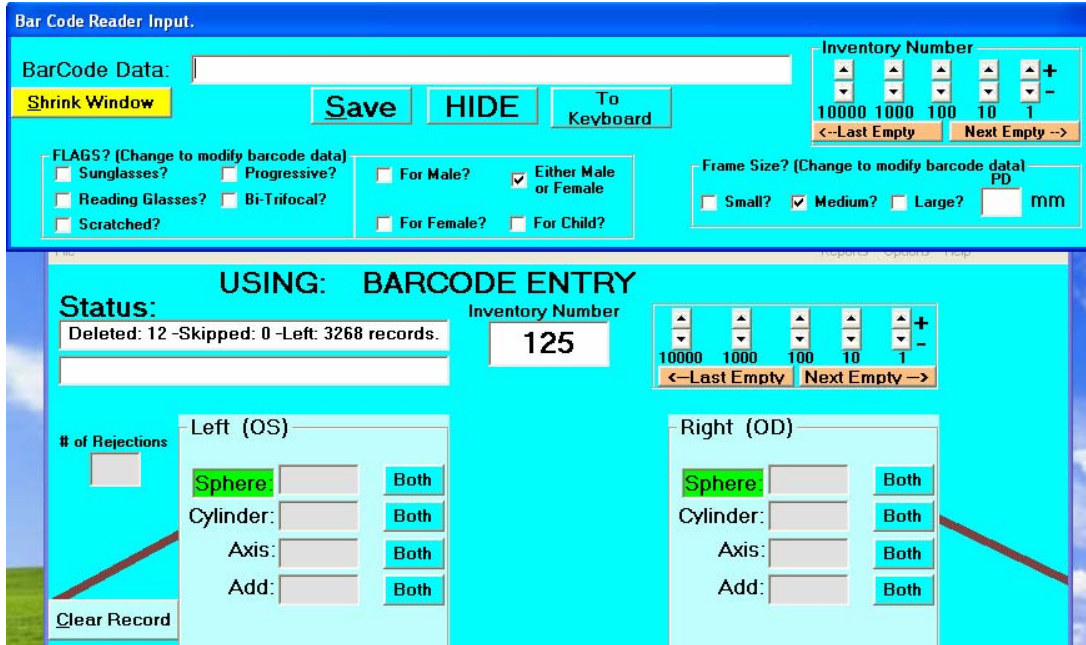
Click the yellow button and the following window will appear on the screen.



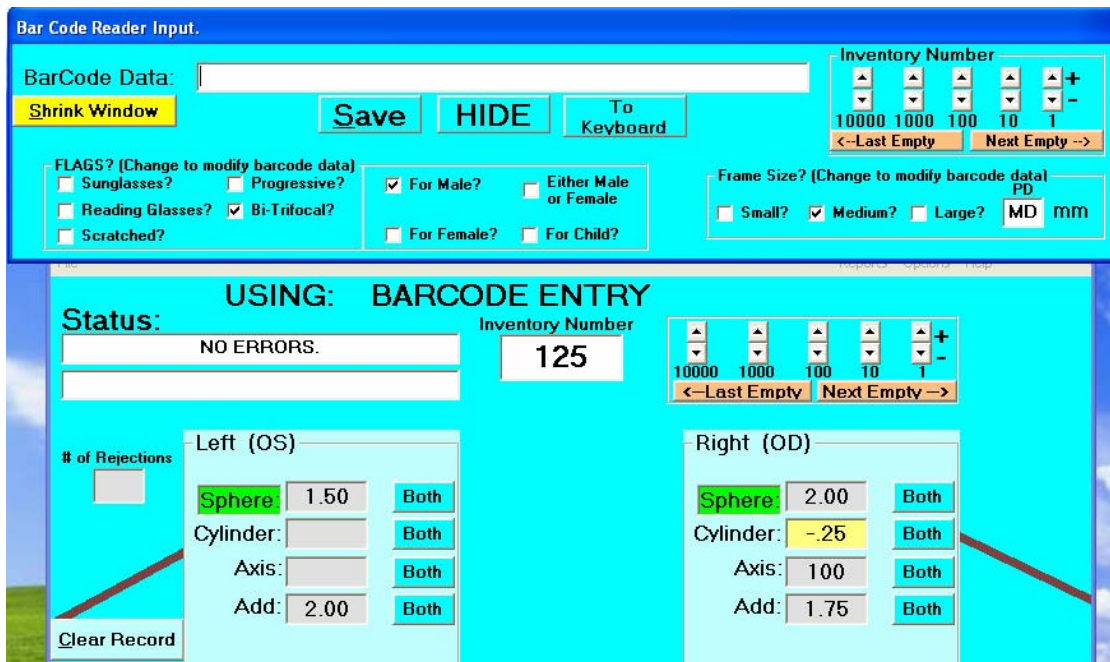
Click the Expand Window button and you will see on the top of your screen the below:



You are positioned at Inventory number =1 and it already has something in it. Click **Next Empty** → in the barcode window and the top of the screen will look like the below.



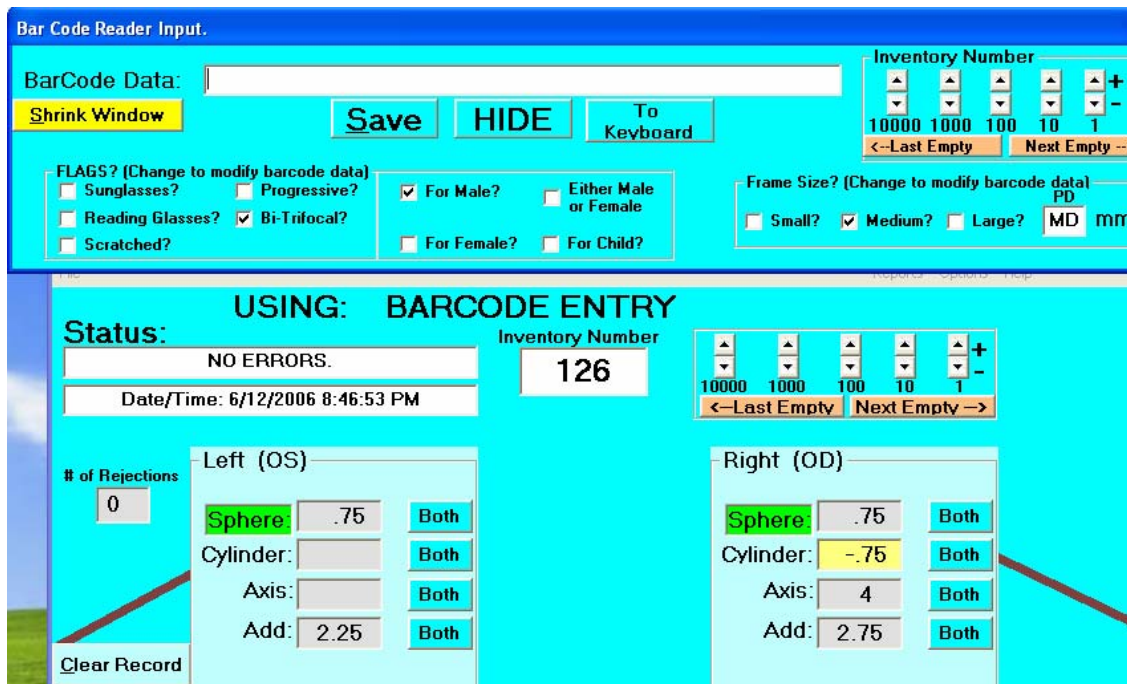
Location 125 is the first empty location which needs to be replenished. Now you will barcode the pair of glasses and put it into this location. Barcode the label in any order top then bottom, bottom then top, upside down, etc. You will then see the below screen:



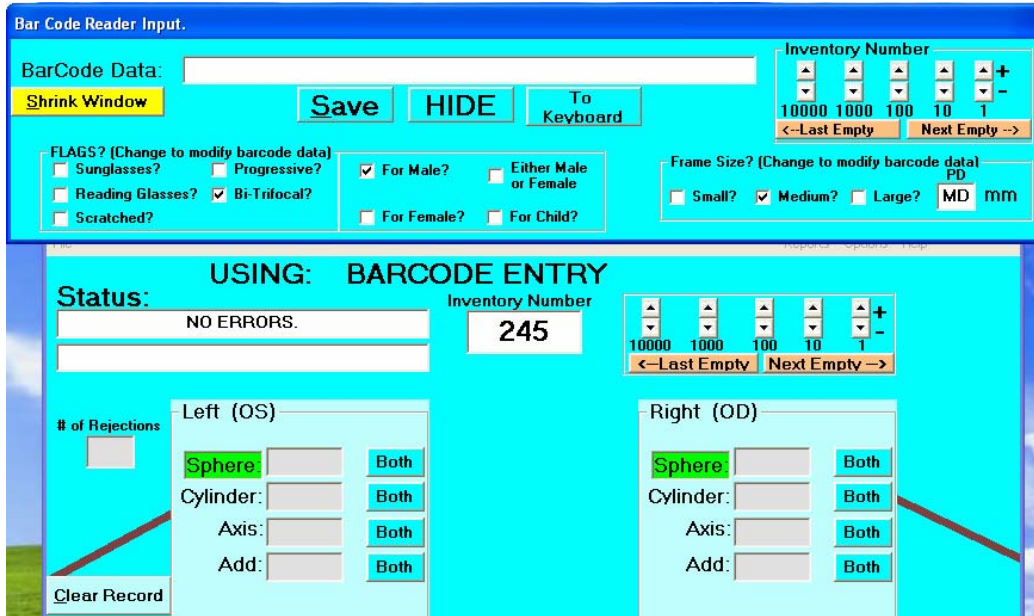
You will now use your barcode entry sheet shown to the right. The most important barcode is the **SAVE** barcode at the top/left. Before doing **SAVE** you can scan any of the other barcodes, if for example, you want to change the eyeglasses from male to female, you scan the **female** barcode.



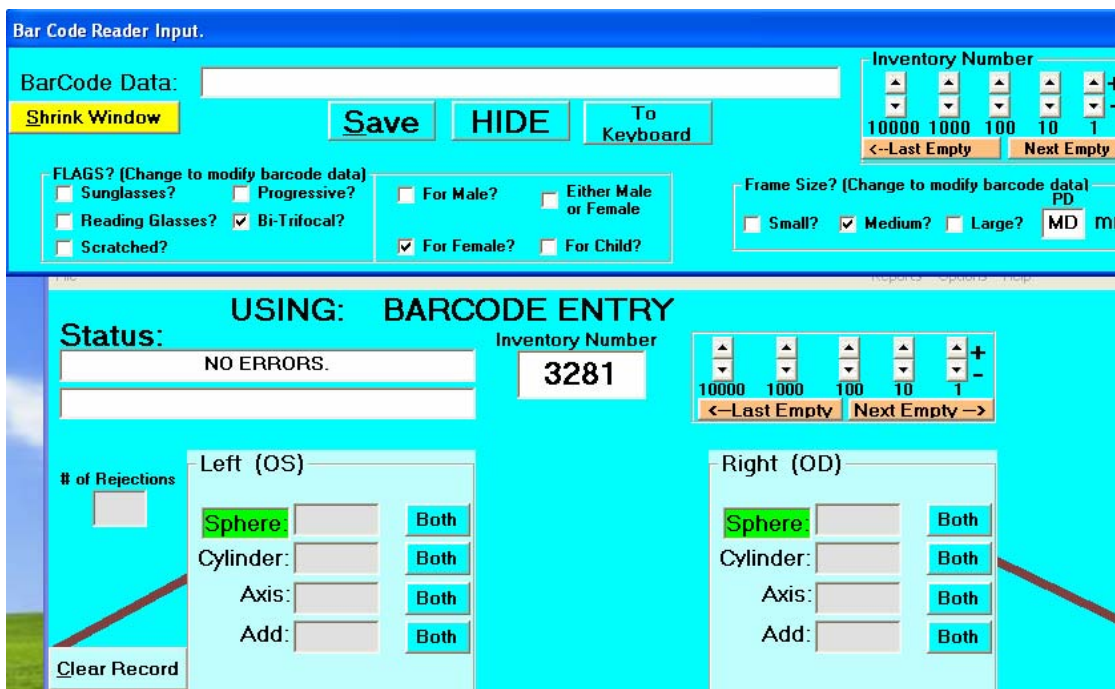
Scan the SAVE barcode and you screen will look like the below. You may have to scan the SAVE twice the first time due to a bug in the program (will be fixed in future revisions).



Since location number 126 is not the next empty location, you will also need to scan the ← **Next Empty** barcode and you will see the below.



Now continue to scan the barcoded glasses into the system clicking SAVE followed by ← **Next Empty** every time the next location isn't empty. Do this until the Inventory Number reads 1 higher (3281) than the maximum number of locations in your inventory (3280) as shown below.

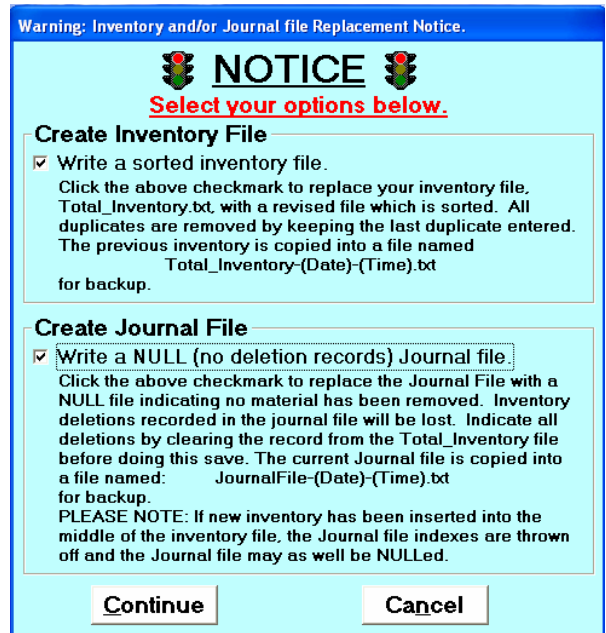
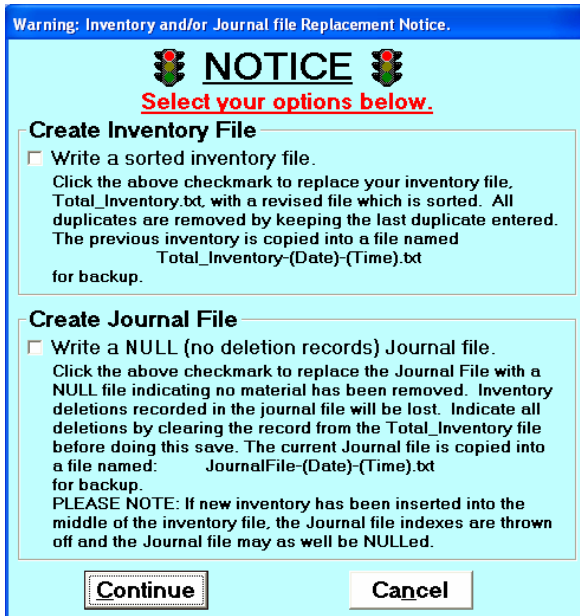


You can now click **HIDE** on the **Bar Code Reader Input** window as you have now replenished your inventory.

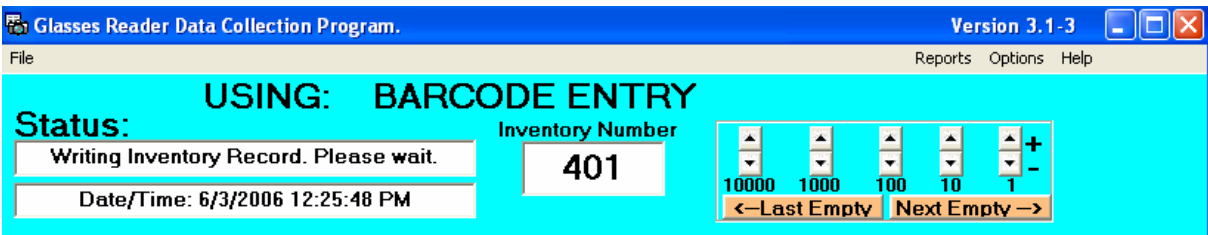
The next thing you need to do is to sort and error check your inventory in preparation for transferring to the Eyeglasses Inventory program. You cannot transfer it before sorting as the program will not let you do so. Click the button to the right.

Write Sorted Inventory + Empty Journal files & check for errors.

You will then see the graphic on the left. Click both checkmarks and click **CONTINUE** as you see in the graphic on the right.



The top of the window will look like this as the inventory number increments by 100 every few seconds. The system is rewriting the inventory 100 records at a time.

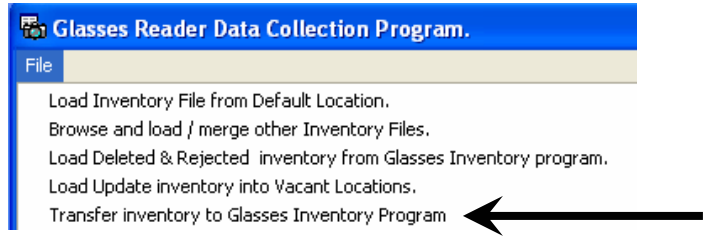


When the system is finished the top of the window will look like the below.

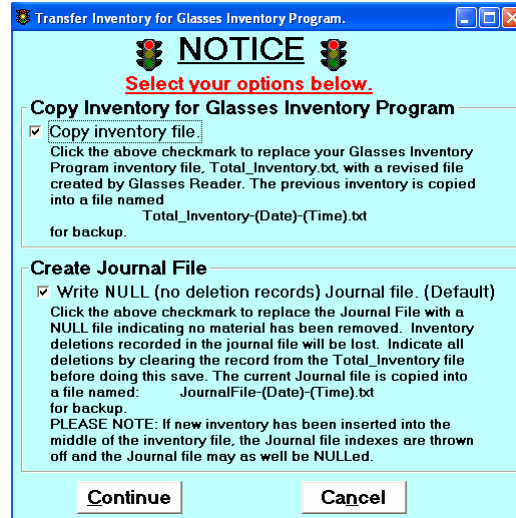
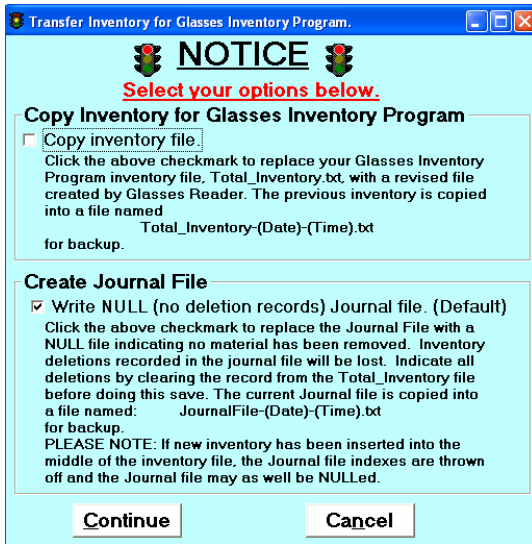


You can now transfer the inventory to the Eyeglasses Inventory program.

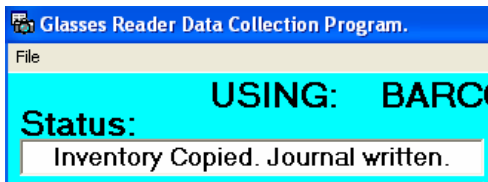
Click File and select the option pointed to in the graphic to the right.



You will then see the graphic to the left. Click both checkmarks as shown in the graphic to the right and then click **Continue**.

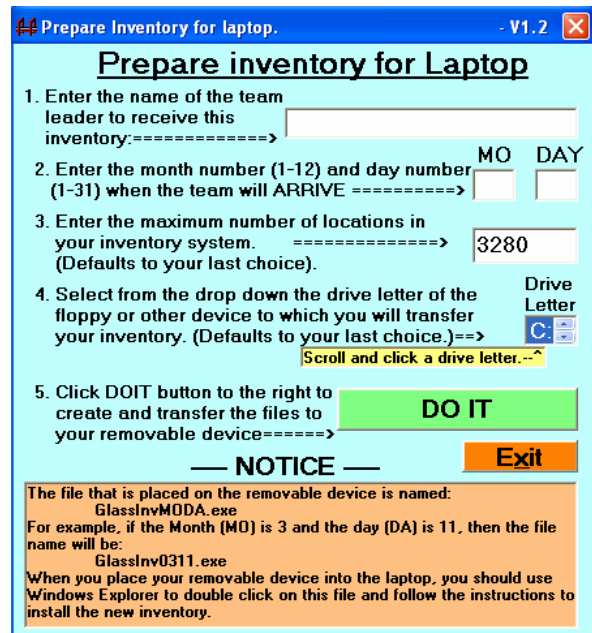


And you will see the graphic to the right. Since you are not transferring the inventory to another computer, click **Exit** and you will see the below.

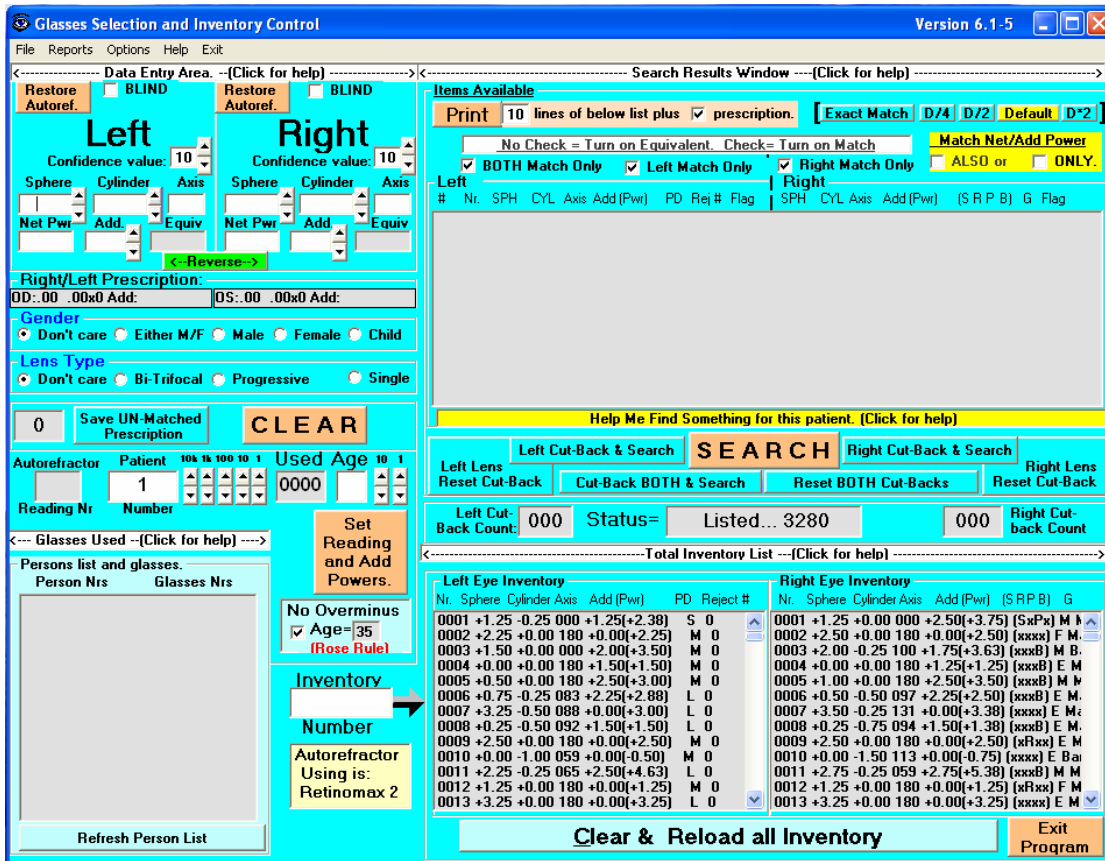


in the top of the window. The new inventory file has now been transferred to the Eyeglasses Inventory Program.

Exit the Glasses Reader program by clicking the Exit Button.



Start the Glasses Inventory Program and you will see the below.



You can see that under the **Search** button it says Listed 3280 and under the **CLEAR** button it says Used 0000.

At this time you have replenished your inventory.

3.0 Steps involved

Refer to the graphical illustrations in section 2. Below are the steps that you will take to transfer your inventory to and from the Glasses Inventory program.

1. Build your inventory with the Glasses Reader program.
2. Sort your inventory with the sort button.
3. Transfer your inventory to the Glasses Inventory Program. Use Prepare Inventory program if the Glasses Inventory program is on another computer.
4. Use the Glasses Inventory program to hand out your eyeglasses.
5. Do a **File | Save Deleted / Rejected Inventory** in the Glasses Inventory Program to create a file named: **c:\Total_Inventory_Deleted_Rejected.txt**.
6. Exit the Glasses Inventory Program.
7. Start the Glasses Reader program.
8. Use the **File | Load Deleted and Rejected inventory from Glasses Inventory program** to cause Glasses Reader to be aware of the inventory which has been deleted.
9. Glasses Reader will indicate the number of locations deleted.
10. Use Glasses Reader to replenish the inventory either by Manual or barcoded methods.
11. Sort your inventory with the sort button.
12. Transfer your inventory to the Glasses Inventory Program using **File | Transfer inventory to Glasses Inventory Program**.

You are ready for another day of operation.