



COLOR HAS MET ITS MATCH

# IMS 3.0

## Ink Management System

### USER MANUAL

**PROPRIETARY:** Use limited to authorized users of IMS 3.0



## Introduction

Ink Management Software (IMS) has been an essential component in textile ink rooms since the late 1980s when the first pigment concentrates (PC) systems were introduced. Using color systems offer a simple, efficient method to achieve Pantone® simulations and develop custom color. Every day, printers around the world count on the IMS 3.0 system to help them save time and money throughout the production process.

IMS 3.0 is a cloud-based solution for managing color and inventory in the textile screen printing market.\* Offering tools for color creation and standardizing, IMS 3.0 manages daily maneuvers in a highly functional ink room by providing color management and communication agility. Color chip images appear with formulations to help with visual communication. Emailing of formulas and reporting will also feature the color display. The new platform and updated functionality will continue to add functional support and innovation to the concept of total ink room management.

From consistent, repeatable color matches in the ink room to smooth running inks on press, Avient color systems deliver the results that printers trust to grow their business. IMS 3.0 improves three critical areas of ink room functionality.

## How Can IMS 3.0 Improve Your Ink Room Management?

<b>Communication</b>	<ul style="list-style-type: none"><li>• Provides expanded communication methods</li><li>• Creates customized labeling</li><li>• Offers visual color display</li><li>• Accessible in the cloud, providing sharable formulas</li></ul>
<b>Inventory Management</b>	<ul style="list-style-type: none"><li>• Scans inventory</li><li>• Visualizes inventory</li><li>• Provides purchasing trends</li><li>• Displays color trends</li></ul>
<b>Consistent Quality = Productivity and Repeatability</b>	<ul style="list-style-type: none"><li>• Approve more colors</li><li>• Filters advanced options</li><li>• Applies user preferences</li><li>• Automates ink room management</li></ul>

\* Not all features are available for all brands.

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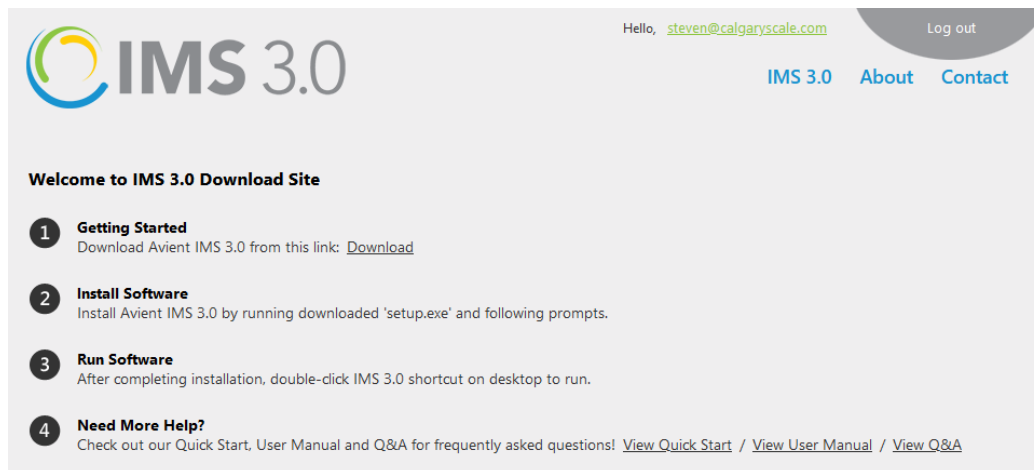


# INSTALLATION

## INSTALLING IMS 3.0

The IMS 3.0 download is available to Avient color system users by registering on the IMS 3.0 site. The following three steps will guide you through a successful installation.

1. To install IMS 3.0 on a Windows system, go to <http://ims3.azurewebsites.net/Account/Login>
2. Enter your login credentials
3. Download



4. Once the download is complete, open the software and log back in using the same credentials to access the system.

## HARDWARE ENVIRONMENT

REQUIREMENT	DESCRIPTION
Processor	x86 or x64 1 GHz Pentium processor or equivalent (minimum); 1 GHz Pentium processor or equivalent (recommended)
RAM	512 MB (minimum); 1 GB (recommended)
Hard Disk	Up to 1.5 GB of available space may be required
Display	800 x 600, 256 colors (minimum); 1024 x 768 high color, 32-bit (recommended)
Internet	Internet accessible
Network requirements (in case your firewall is active)	Downloads must allow IP 23.99.212.80 Database access must allow port 1433 outbound (outbound only) Database access must allow IP 20.125.171.192

## GETTING STARTED

Filters	Apply all filters and set up default values and printers
Pantone® Numbers	Enter number exactly as it appears in the Pantone Formula Guide (i.e. 032 C is Orange 032 C, entering a space between C or U)
Custom Color Search	Select User Formula button in upper left corner
Creating Custom Palette/ Modifying Standard Colors	Begin formula search in the User Formula area; if a custom color is not found, select the Standard Formulas radio button to begin a new search
Printers, Labels and Scanners	<ul style="list-style-type: none"><li>• Choose any printer with a Windows driver</li><li>• Use label stock best suited for selected printer</li><li>• Scan using a single line hand-held laser device</li></ul>

# INTERFACES

The IMS 3.0 has four main interfaces: blending, communication, inventory and settings. This section will outline each of the four interfaces and their features.

## MAIN INTERFACE NAVIGATION

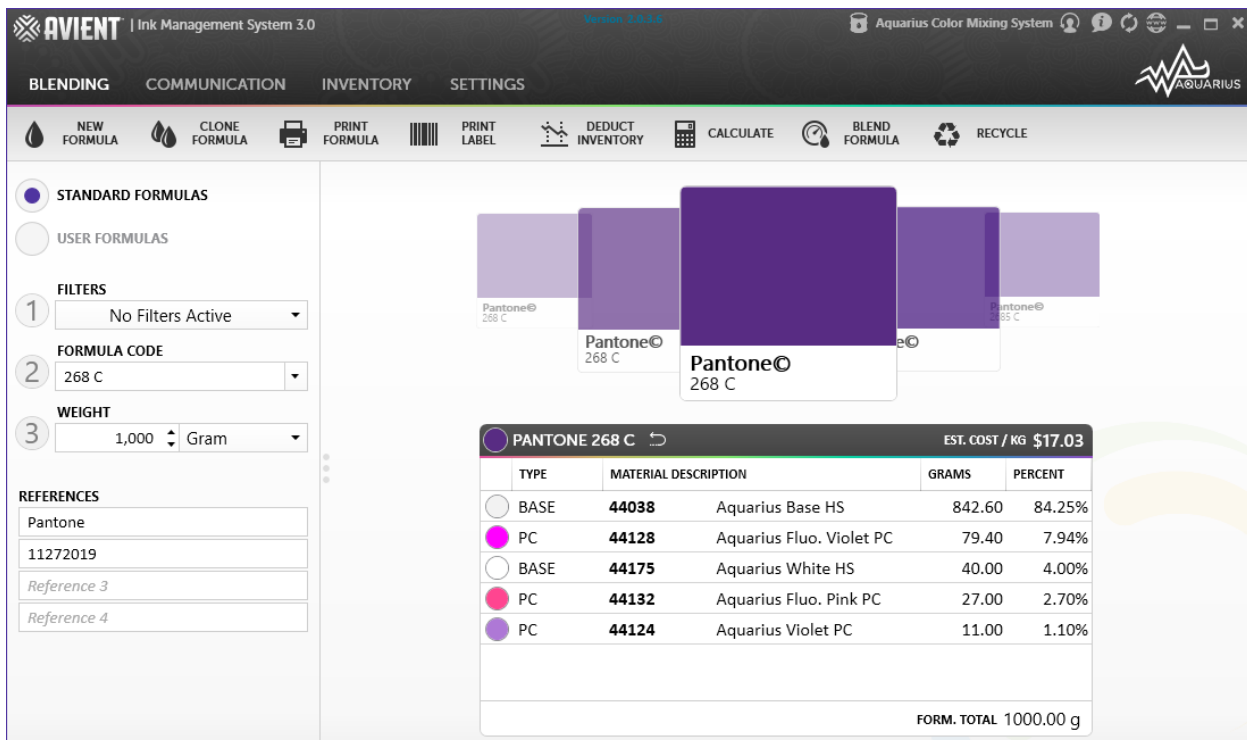
The navigation panel is the first element in the user interface. This navigation bar remains throughout the software.



1. Four tabs quickly switch between the Blending, Communication, Inventory and Settings interfaces
2. Color Systems Selection, Logout, About, Refresh, Minimize, Full Screen and Close buttons.
3. Displays the current Color System in use.

## Blending Interface

The blending interface is the first user interface shown upon starting the software.



## BLENDING INTERFACE NAVIGATION

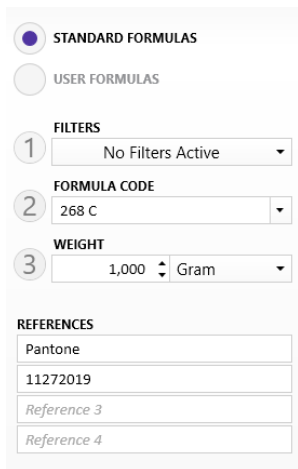
Below is a labeled image of the Blending Screen Bar with function descriptions.



1. Create a new formula
2. Clone a formula
3. Print a formula
4. Print a label
5. Deduct current formula from inventory
6. Calculate a formula cost
7. Blend a formula
8. Recycle a formula

## BLENDING INTERFACE FORMULA OPTIONS

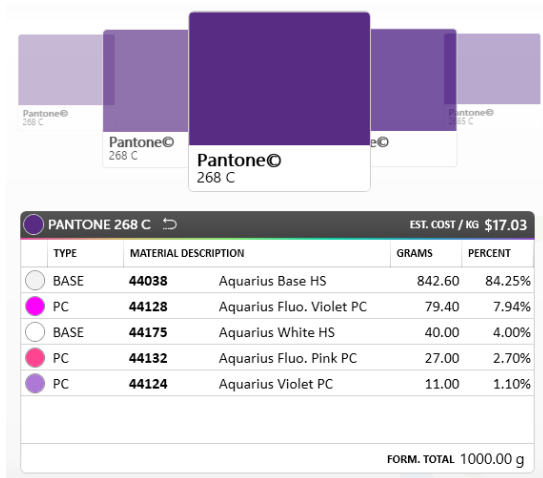
Below is a labeled image of the formula options with function descriptions.



1. Toggle between a list of standard formulas and a list of formulas you have created (User Formulas).
2. Create filters to manage your database and select your desired weight.
3. Create user references to your formulas; references are useful for searching and organizing information (suggestions are customer, shirt style and job number).

## FORMULA SELECTOR & INGREDIENT TABLE

Below is a labeled image of the Formula Selector and its associated ingredients and weights.



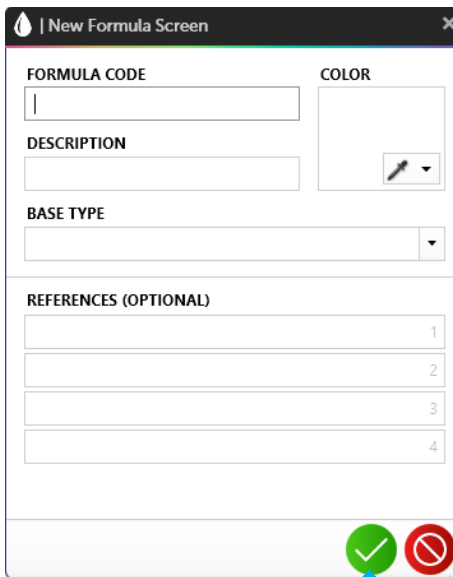
1. The Formula Selector uses a carousel to scroll through a selection of colors. Scroll using the left and right arrow keys while on the Formula Selector or by clicking one of the visual color chips.
2. Formula details are displayed in the table, including: Formula Type, Material Description, Material Code, Weight in grams (default), as well as the percentage of each ingredient found in the mix.

## BLENDING INTERFACE FEATURES


This section will cover each function available within the Blending Interface, beginning with new formula creation.

### Create a New Formula

1. Click the “New Formula” button on the Blending Screen bar.

A dialog box titled 'New Formula Screen' with a close button (X) in the top right corner. It contains several input fields: 'FORMULA CODE' (text box), 'DESCRIPTION' (text box), 'BASE TYPE' (dropdown menu), and 'REFERENCES (OPTIONAL)' (four numbered text boxes). At the bottom right, there are two circular buttons: a green one with a white checkmark and a red one with a white 'no' symbol. A blue arrow points upwards to the green checkmark button.

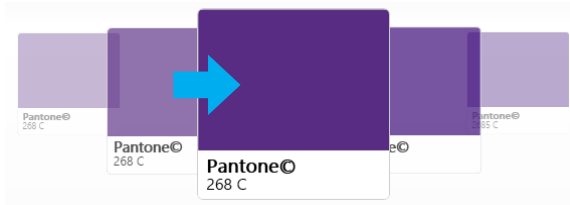
2. Selecting the “New Formula” button will prompt a dialog box to input details about the formula you are creating, including formula code, description, base type, references (optional) and color.

3. Once you have entered the required fields, click the  button at the bottom of the panel. You will be redirected to “User Formulas”, which will display the newly created formula. From this screen, you can add or remove ingredients, edit or delete your formula.



## CLONE A FORMULA

1. To clone a formula, first select the target formula from the carousel.



2. Click the “Clone Formula” button on the Blending Screen navigation bar.



3. A dialog box will appear with pre-populated values. Add the Formula Code and Description inputs and add references to the newly cloned formula.
4. Click the “Finish” button at the bottom of the dialog box.
5. The User Formulas will appear with the newly cloned mix.
6. Add, remove, edit or delete clone if needed.

**AVIENT** | Ink Management System 3.0

Aquarius Color Mixing System

BLENDING COMMUNICATION INVENTORY SETTINGS

NEW FORMULA CLONE FORMULA PRINT FORMULA PRINT LABEL DEDUCT INVENTORY CALCULATE BLEND FORMULA SAVE CHANGES DELETE FORMULA

STANDARD FORMULAS  
USER FORMULAS

FILTERS  
1 No Filters Active

FORMULA CODE  
2 268 C Clone

WEIGHT  
3 1,000 Gram

REFERENCES  
Pantone  
Steven Foster  
Reference 3  
Reference 4

User Mix 268 C Clone EST. COST / KG \$17.03

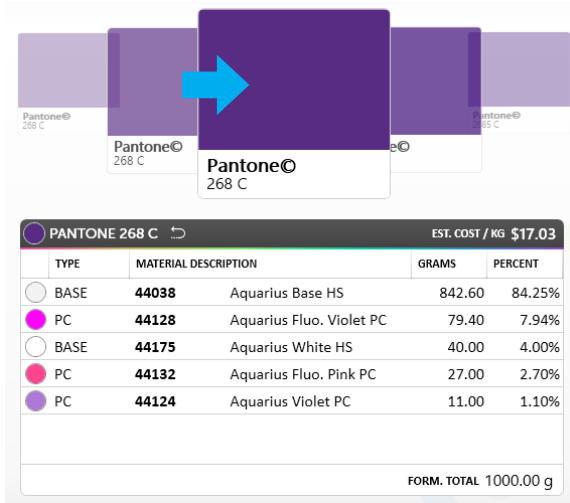
TYPE	MATERIAL DESCRIPTION	GRAMS	PERCENT	
BASE	44038 Aquarius Base HS	842.60	84.25%	
PC	44128 Aquarius Fluo. Violet PC	79.40	7.94%	
BASE	44175 Aquarius White HS	40.00	4.00%	
PC	44132 Aquarius Fluo. Pink PC	27.00	2.70%	
PC	44124 Aquarius Violet PC	11.00	1.10%	

Click here to add new item

FORM. TOTAL 1000.00 g

## PRINT A FORMULA

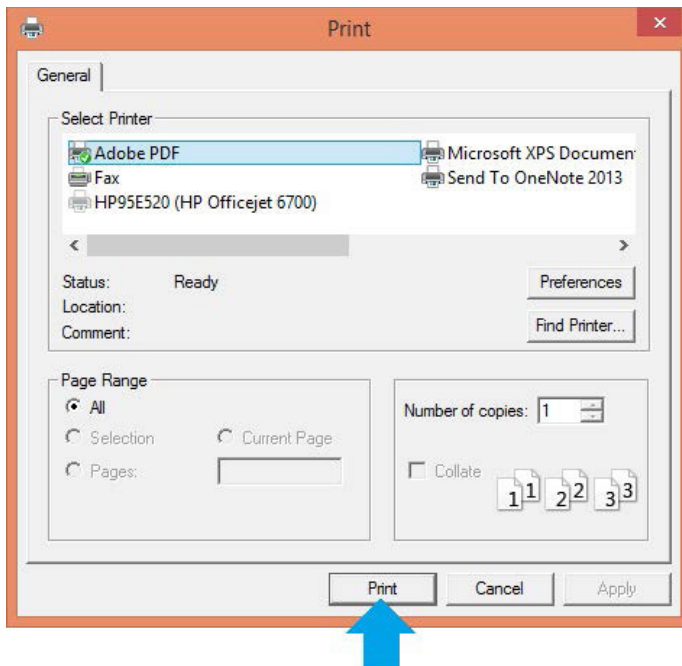
1. Select the formula from the Formula Selector.



2. Click the Print Formula button on the Blending Screen navigation bar.

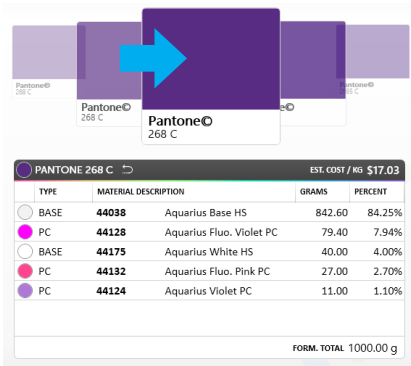


3. A dialog box will appear with a prompt to confirm choice. Click OK.
4. Select printer and click the Print button.



## PRINT A LABEL

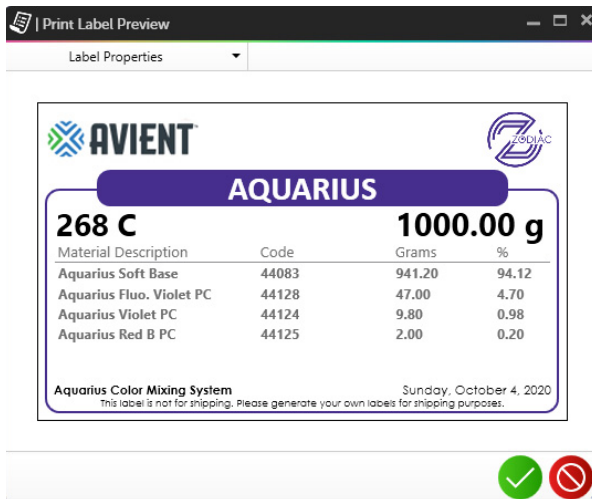
1. Select the target color from the Formula Selector.



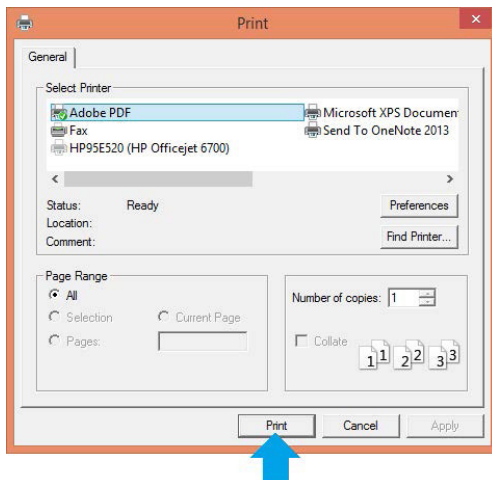
2. Click the Print Label button on the Blending Screen navigation bar.



3. A dialog box will appear with a prompt to confirm choice. Click OK.

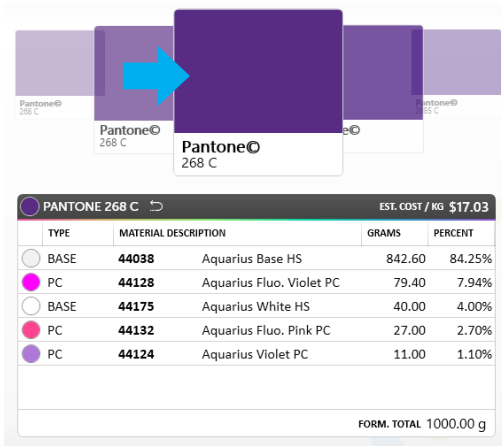


4. Select printer and click the Print Label button.



## DEDUCT INVENTORY

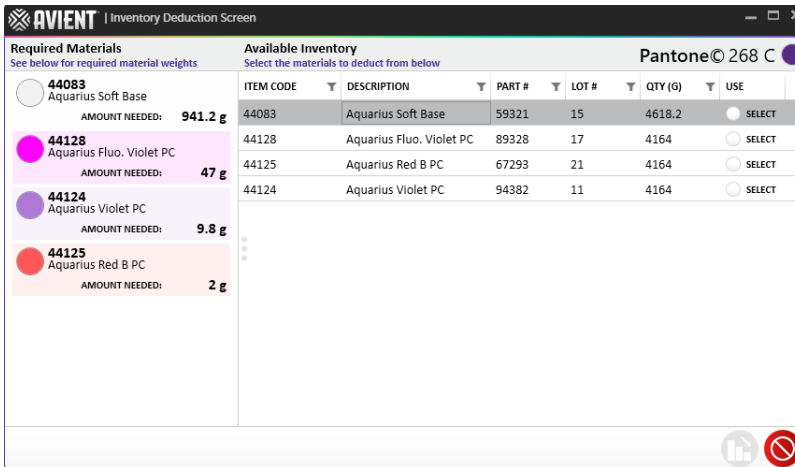
1. Select the target formula from the Formula Selector.



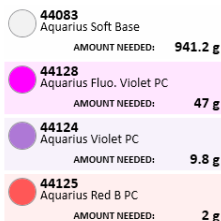
2. Click the Deduct Inventory button on the Blending Screen navigation.



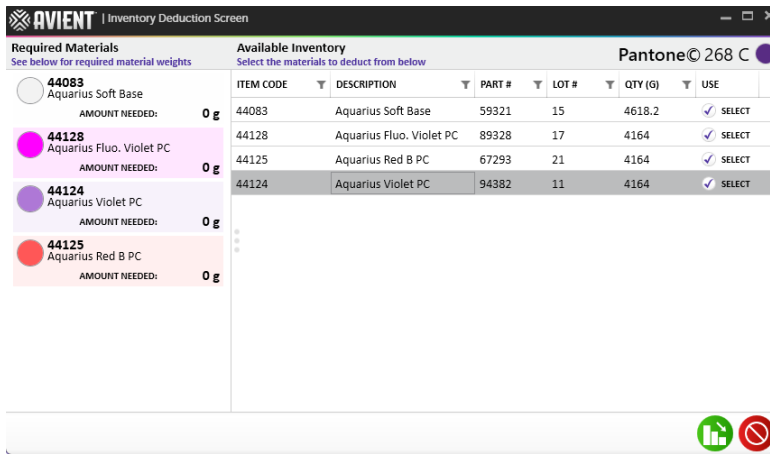
3. Upon clicking Deduct Inventory, the below screen will appear. The left panel will display the amount of each ingredient needed for the mix. The items on the right will list corresponding available inventory for each ingredient needed. Check for adequate inventory before blending.



4. To begin deducting the required amount for each ingredient, check the Select check boxes under the Use column in the table.
5. Notice the amount needed for each selected ingredient updates after checking the Select box for each corresponding ink.



6. Continue to select check boxes for each ingredient in the formula.



7. After all ingredients have been selected, click the Deduct Inventory button to deduct each required ingredient from current inventory.

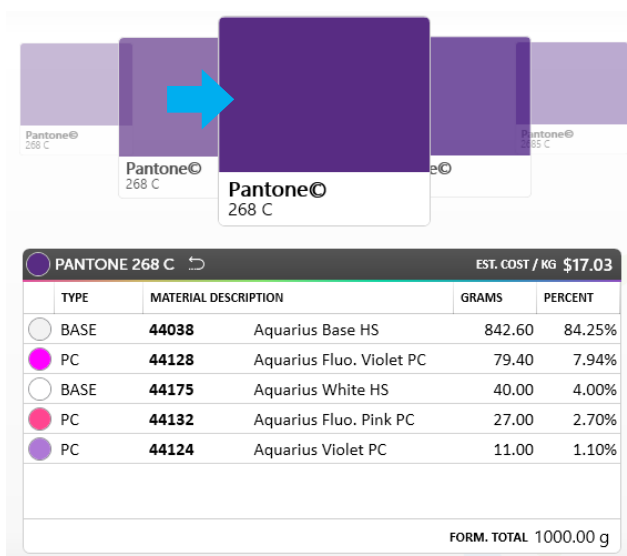


## CALCULATE INK COST

There are three modes to calculate ink costs within the Blending Interface.

- A. Actual: calculates the cost based upon actual ink deposit.
- B. Theoretical: calculates the cost based upon theoretical ink deposit of screen mesh and image size.
- C. Specify Amount: calculates the cost based upon a specified amount of ink.

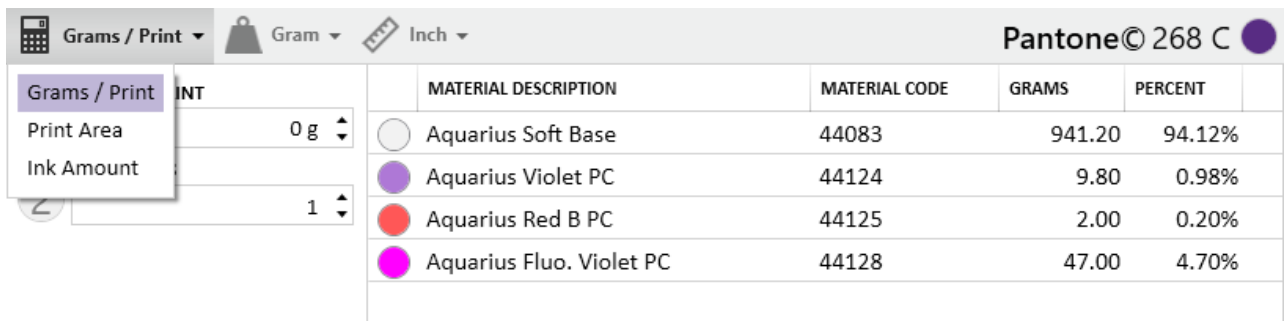
1. Select the target formula from the Formula Selector.



- Click the Calculate button on the Blending Screen navigation.



- Choose a mode from the navigation drop down menu:
  - Grams/Print: calculates actual ink deposit
  - Print Area: calculates theoretical ink deposit of screen mesh and image size
  - Specify Amount: calculates specified amount of ink



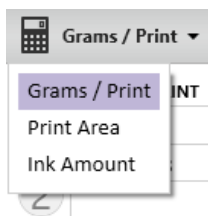
### Calculating Ink Cost: Grams Per Print

Grams per print estimation is referenced by the actual cost estimation. This calculation is based upon the weight of the ink on the garment multiplied by the number of units/prints.

- Determine the weight of a print.
  - Cut two pieces of cloth of equal size
  - Weigh and record the unprinted pieces
  - Print the image on the second piece of cloth and weigh before curing ink
  - The difference between the two pieces of cloth represents the actual ink on the garment\*

\*Note: this does not include ink for the ink well or flood strOke

- Select the Grams/Print mode from the drop-down menu.

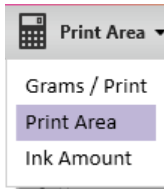


- Complete details on the left panel, including the weight in grams per print, as well as the number of prints.
- The ingredient table displays the amount of each ingredient needed to fill the batch requirement.
- Click the Finish button to redirect back to the Blending Screen with new formula, updated base total and material weights.

## Calculating Ink Cost: Print Area

Print area estimation is referenced by the theoretical ink deposit of screen mesh and image size.

1. Select the Print Area mode from the drop-down menu.



2. Complete details on the left panel, including number of prints, height, width, mesh per inch and coverage.

1 **# OF PRINTS**

2 **HEIGHT**  **WIDTH**

3 **MESH PER INCH**

4 **PERCENT COVERAGE**

3. The ingredient table displays the amount of each ingredient needed to fill the batch requirement.
4. Click the Finish button to redirect back to the Blending Screen with new formula, updated base total and material weights.

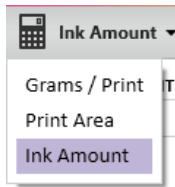
TYPE	MATERIAL DESCRIPTION	GRAMS	PERCENT
BASE	44083 Aquarius Soft Base	410.29	94.12%
PC	44128 Aquarius Fluo. Violet PC	20.49	4.70%
PC	44124 Aquarius Violet PC	4.27	0.98%
PC	44125 Aquarius Red B PC	0.87	0.20%

FORM. TOTAL 435.92 g

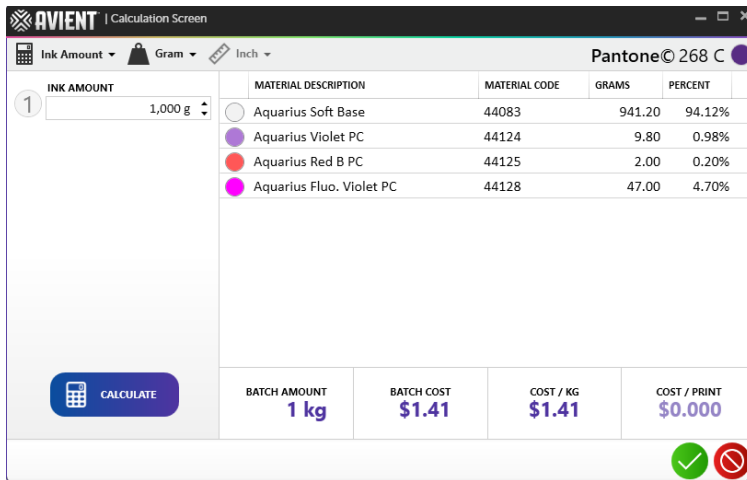
## Calculating Ink Cost: Ink Amount


Ink amount estimation is referenced by the calculated cost based upon a specified amount of ink.

1. Select the Ink Amount mode from the drop-down menu.



2. Enter the target amount of ink in Ink Amount field on the left panel.
3. The Batch Amount, Batch Cost, Cost per KG and Cost per Print will update based upon the Ink Amount target.

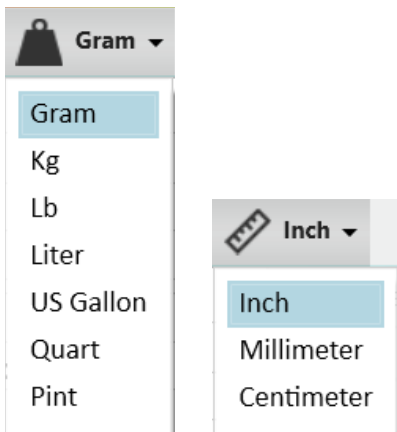


4. Click the  button to redirect back to the Blending Screen with new formula, updated base total and material weights.

## Change Units of Measurement

Several units of measurement are available to calculate cost.

1. Click either the weight or measuring tape icon to change the unit of measurement.

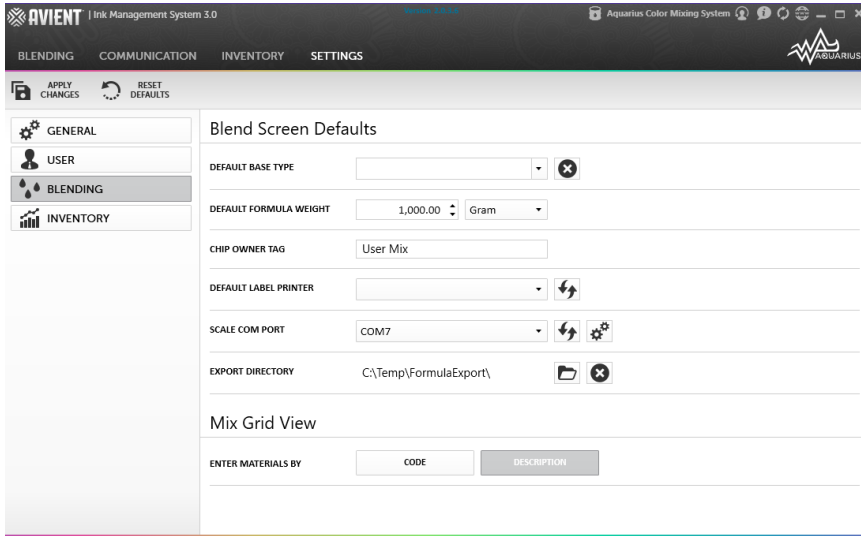


2. Select desired unit to update all cost estimates.

# BLEND SCALE/DM4

This command will send formulas to either a Blending Scale or the DispenseMaster4 (DM4). Follow the instructions below to blend using the Blend Scale/DM4 feature.

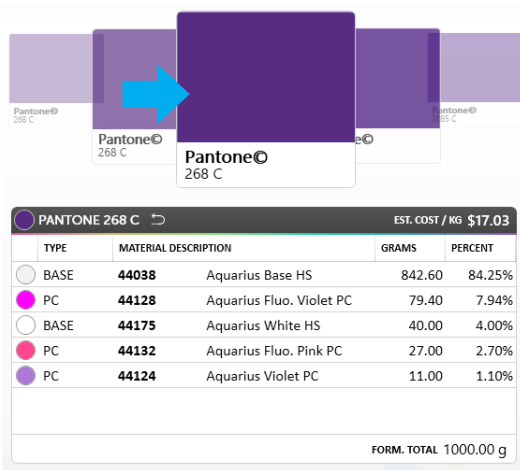
1. Ensure the Blend Scale and DM4 COM ports are configured correctly. Check this by clicking the Settings tab on the main navigation screen and then clicking the Blending tab.



2. If COM/DM4 ports do not appear, click the Refresh icon beside the respective drop-down menus. Check the equipment to ensure it is connected properly.



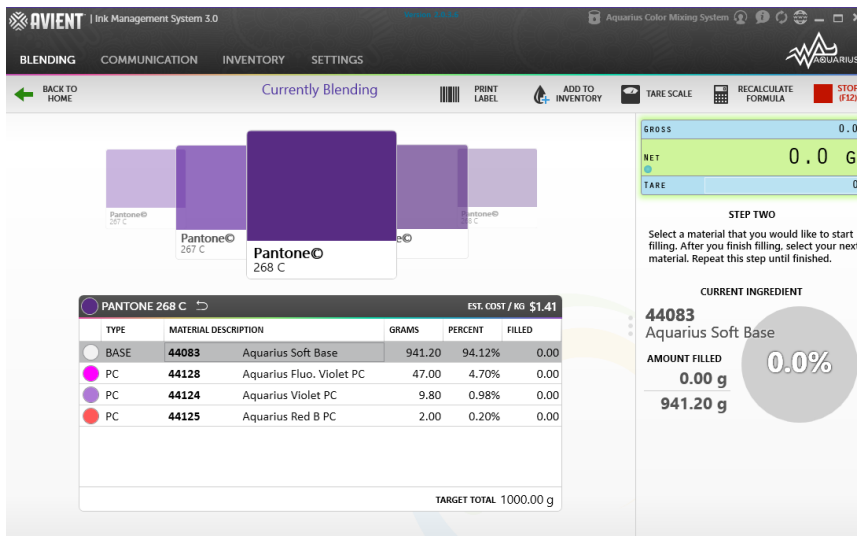
3. After ensuring proper connectivity, navigate back to the Blending screen and select the target color from the Formula Selector to begin blending.



4. Click the Blend Scale/DM4 button on the Blending Screen navigation bar to begin scale/DM4 integration.



5. The blending panel will then slide out and the interface will resemble the image below.



- Place an empty bucket on the scale to tare weight and click the Start button on the right side of the screen to begin the blending process.
- Choose an ingredient from the table on the left to begin weighing the formula. Information about the material will display on the right panel. This includes the current ingredient code, amount of ingredient needed and the amount of ingredient filled. The Total Amount Filled displays the collective weight of all ingredients in the blend.

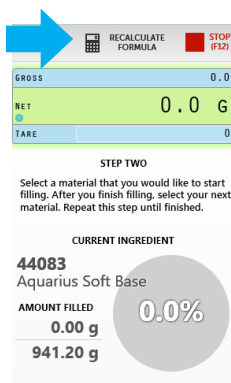


**TIP:** Start with the heaviest component first, the mixing base. If overweight, remove ink from the top of the mixture.

- Begin to add ingredients to the bucket. The grey circle will begin to fill as ingredients are added into the bucket, and the Total Amount Filled will begin to calculate the weight of ingredients added.
- When the grey sphere displays 100%, select the next ingredient and repeat the process until the target total of all ingredients has been added.
- Optional: to add blending ingredients to Inventory, click the Add to Inventory button at the bottom of the left-side panel. A dialog box will appear with fields to describe the mix before it is recorded into inventory.
- When all ingredients have been added into the formulation, click the Finish Blend button at the bottom of the interface. IMS3.0 will redirect to the Blending Screen.



**TIP:** If a component exceeds target weight, click the Recalculate button to change base total and compensate for overpour.



## RECYCLE A FORMULA

IMS 3.0 provides guidance to recycle all formulas.

1. Select the target recycle formula from the Formula Selector.

**PANTONE 268 C** EST. COST / KG \$17.03

TYPE	MATERIAL DESCRIPTION	GRAMS	PERCENT
<input type="radio"/> BASE	<b>44038</b> Aquarius Base HS	842.60	84.25%
<input checked="" type="radio"/> PC	<b>44128</b> Aquarius Fluo. Violet PC	79.40	7.94%
<input type="radio"/> BASE	<b>44175</b> Aquarius White HS	40.00	4.00%
<input type="radio"/> PC	<b>44132</b> Aquarius Fluo. Pink PC	27.00	2.70%
<input type="radio"/> PC	<b>44124</b> Aquarius Violet PC	11.00	1.10%

FORM. TOTAL 1000.00 g

2. Click the Recycle button on the Blending Screen navigation.



3. A complete list of compatible formulas is on the left and recyclable materials appear on the right. The percentage of the formula to be recycled appears in the bottom right window.

**AVIENT** | Formula Recycle Screen

Compatible Formulas: See below for recyclable formulas

Current Formula: **Pantone© 2603 C**

MATERIAL DESCRIPTION	MATERIAL CODE	GRAMS	PERCENT
<input type="radio"/> Aquarius Soft Base	44083	577.84	57.78%
<input checked="" type="radio"/> Aquarius Violet PC	44124	0	0%
<input type="radio"/> Aquarius Red B PC	44125	2.82	0.28%
<input type="radio"/> Aquarius Fluo. Violet PC	44128	31.58	3.16%

RECYCLE MATERIAL: **Pantone© 268 C** PERCENTAGE: **38.78%**

THERE ARE 1 RECYCLABLE FORMULAS

4. Select the formula to recycle.

**Pantone© 2603 C**  
44083

REFERENCES

1. Pantone
- 2.
- 3.
- 4.

5. Click the Create button at the bottom of the window to redirect back to the Blending Screen with New Formulas toggled. The new formula will appear with the recycled component as an ingredient.



6. Optional: edit, delete or add items to the material table.

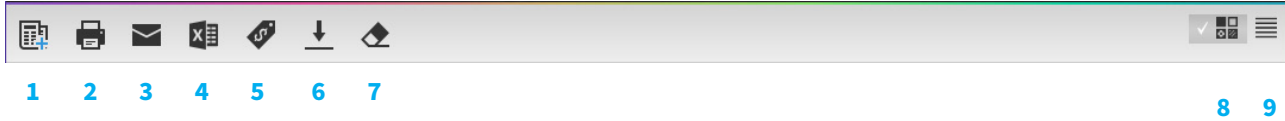


# COMMUNICATION INTERFACE

Sharing is easy with the IMS3.0 software. Export to Microsoft Excel, print or email formulas. This section will cover each function available within the Communication Interface, beginning with new formula creation.

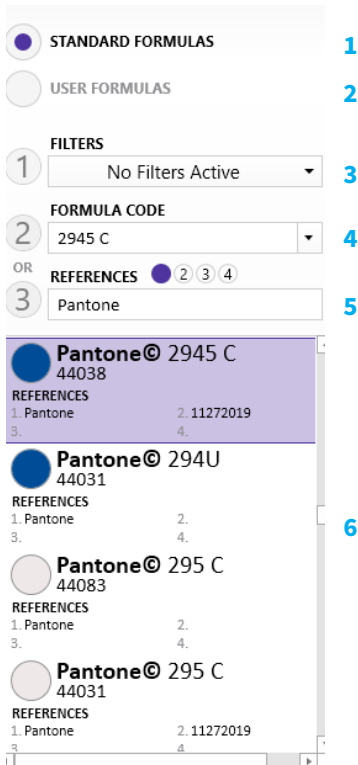
## COMMUNICATION INTERFACE NAVIGATION

The navigation panel is the first element in the user interface. This navigation bar remains throughout the software.



1. Add selected formula
2. Print a list of selected formulas
3. Email the selected formulas
4. Export selected formulas into an Excel spreadsheet
5. Generate a cost report
6. Back up user formulas
7. Clear all formulas
8. Change the formula view to a grid
9. Change the formula view to a list

## COMMUNICATION INTERFACE OPTIONS









### Legend

1. View Standard Formulas
2. View User Formulas
3. Select Filter for displaying formulas
4. Current selected formulas
5. View formulas with specific references
6. List of available formulas

## FORMULA LIST

The Formula List displays all of the formulas selected for export, email, print or backup.

 <b>Pantone®</b> 2583 C	44038
 <b>Pantone®</b> 252 C	44083
 <b>Pantone®</b> 7614 C	44083
 <b>Pantone®</b> 7691 C	44038
 <b>Pantone®</b> 290 C	44038
 <b>Pantone®</b> 2945 C	44038

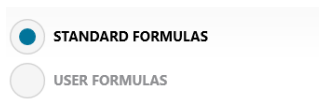
## COMMUNICATION INTERFACE FEATURES

Create lists and change list views.

### Add Formulas to a Formula List

To add formulas to the Formula List, follow the steps below.

1. Choose to either add a User Formula or Standard Formula to the formula list by toggling the appropriate button.



STANDARD FORMULAS  
 USER FORMULAS

2. Select all formulas to add to the target Formula List.



ADD TO LIST PRINT EMAIL EXPORT EXCEL COST REPORT CLEAR PRINT LIST

<input checked="" type="radio"/> STANDARD FORMULAS	 <b>Pantone®</b> 2583 C	44083	ZDC
<input type="radio"/> USER FORMULAS	 <b>Pantone®</b> 252 C	44083	ZDC
	 <b>Pantone®</b> 7614 C	44038	ZDC
	 <b>Pantone®</b> 7691 C	44083	ZDC
	 <b>Pantone®</b> 290 C	44083	ZDC
	 <b>Pantone®</b> 2945 C	44083	ZDC

FILTERS  
1 No Filters Active

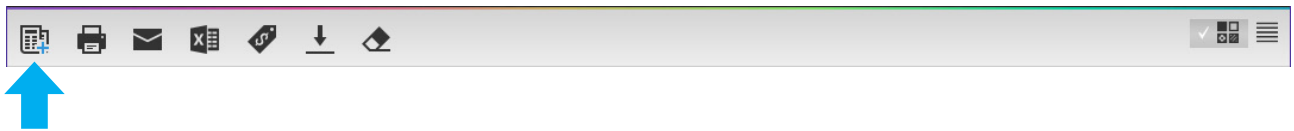
FORMULA CODE  
2 2945 C

OR REFERENCES

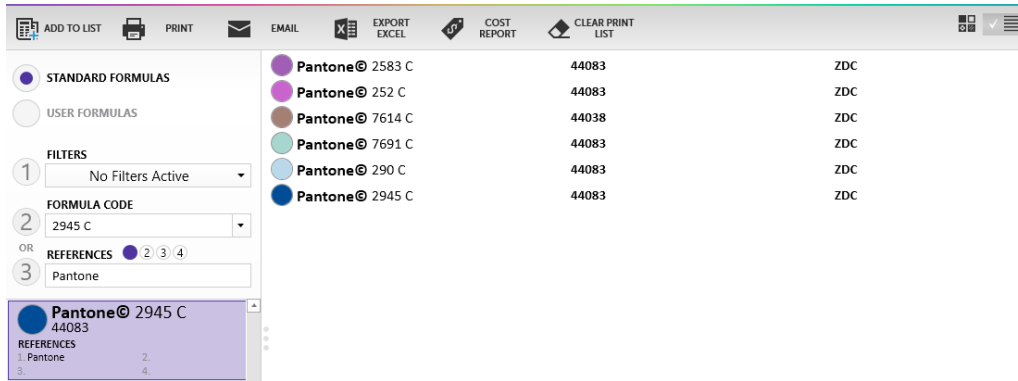
3 Pantone

**Pantone®** 2945 C  
44083  
REFERENCES  
1. Pantone 2.  
3. 4.

- Click “Add to List” button on the Communication Interface navigation.



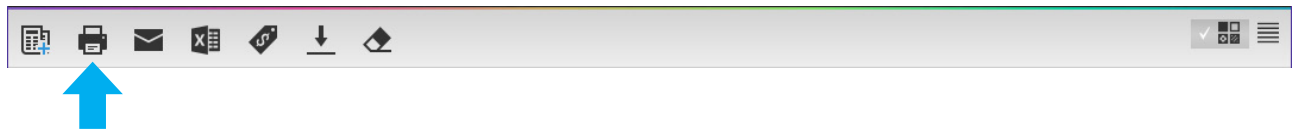
- The selected formulas will appear in the Formula List.



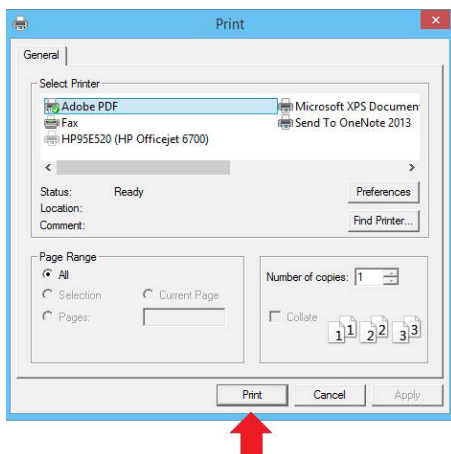
### Print the Formula List

To print formulas from the Formula List, follow the steps below.

- After adding all desired formulas to the Formula List, click the Print button on the Communication Interface navigation.



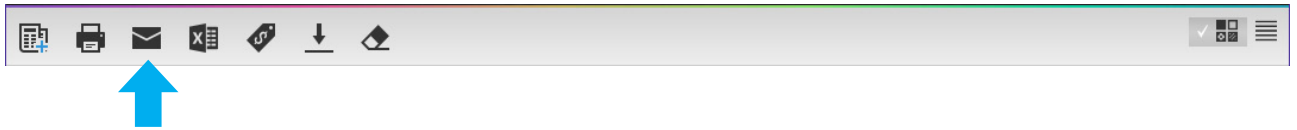
- After clicking Print, a dialog box will appear to confirm print choice; review the formula list and click OK.
- Click Print.



### Email the Formula List

To email formulas from the Formula List, follow the steps below.

1. Click the Email button on the Communication Interface Navigation.

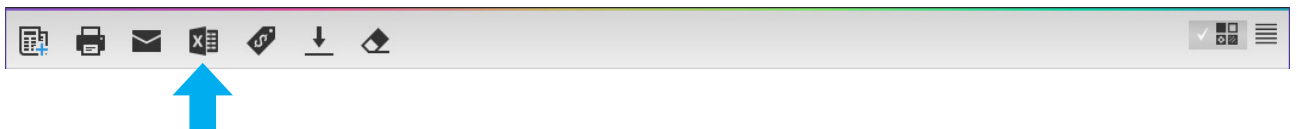


2. After clicking Email, a dialog box will appear to confirm email choice; review the formula list and click OK.
3. The default email client will open with the selected list included as an attachment.

### Export the Formula List

To export formulas from the Formula List, follow the steps below.

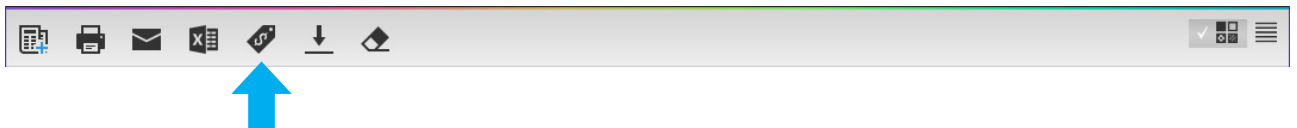
1. After adding all desired formulas to the Formula List, click the Print button on the Communication Interface navigation.



2. A dialog box will appear to confirm export choice; review the formula list and click OK.
3. Microsoft Excel will open with formula list loaded into a spreadsheet.

### Generate a Cost Report

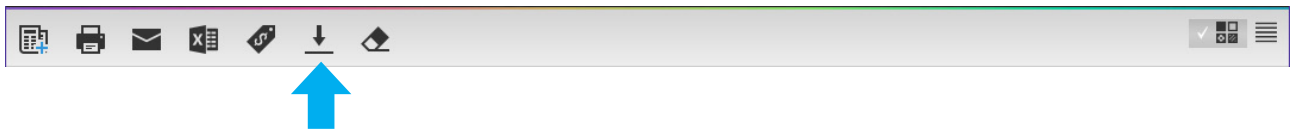
Click price tag icon to begin generating a cost report.



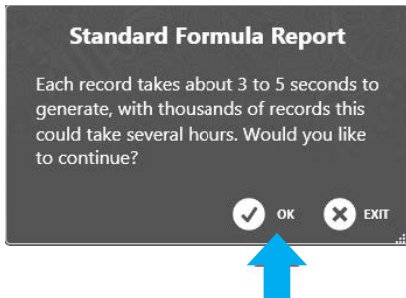
## Back-Up User Formulas

Follow the steps below to create a backup report of a Formula List. This is a convenient way to create a hard copy formula guide to use in the event of computer outage.

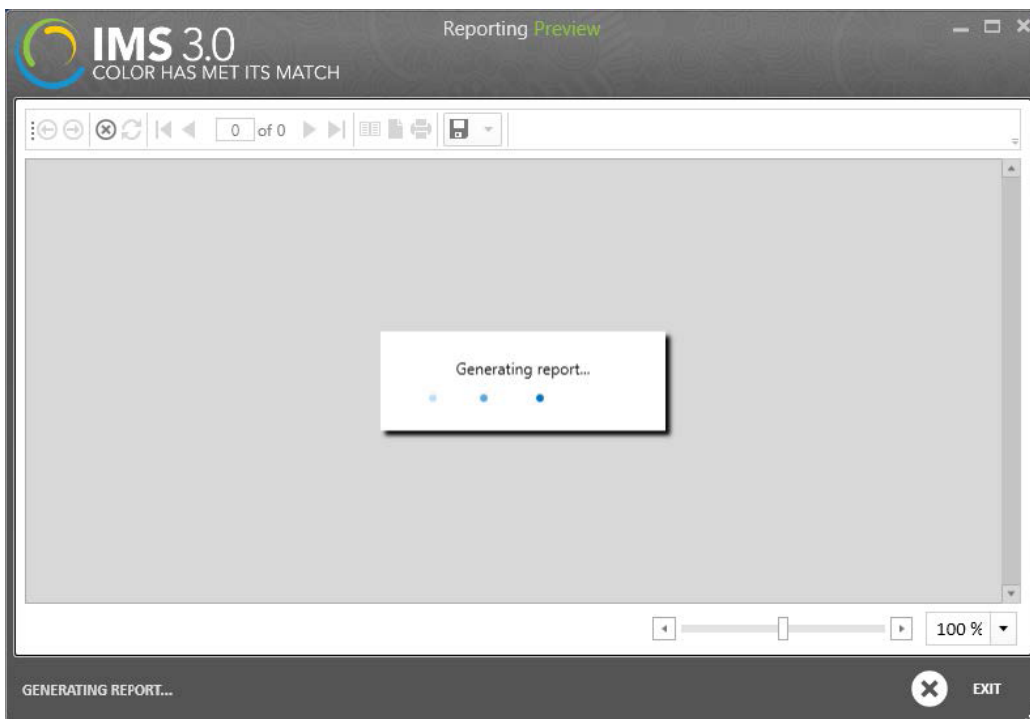
1. Add all relevant formulas to a Formula List, and click Formula Backup on the Communication Interface Navigation.



2. Confirm backup decision and click OK.



3. IMS 3.0 will generate a backup report containing information from the Formula List.



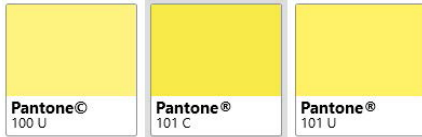
4. Do not close the application until prompted that the backup is complete.

## CHANGE A FORMULA LIST VIEW

To change how the Formula List is displayed, click the Grid View or List View buttons on the Communication Interface Navigation.

### Grid View

The grid view displays a visual summary of the formula list.



### List View

The list view displays formula list as a table summary

 Pantone® 100 U	15000PFB	EPC
 Pantone® 101 C	15000PFB	EPC
 Pantone® 101 U	15000PFB	EPC



# INVENTORY INTERFACE

IMS 3.0 is an inventory management tool, helping printers to estimate costs, view quantities and add new ink into inventory.

## INVENTORY INTERFACE NAVIGATION

The following features are available in the Inventory Interface:



1. Save changes to the items in inventory
2. Add new formulas or materials to inventory
3. Display recent inventory history
4. Display costing table associated with items in your inventory
5. Update any cost changes made in the costing table
6. Manually increase the quantity of a selected material
7. Manually decrease the quantity of a selected material
8. Delete the selected material

## INVENTORY ITEMS

The inventory view displays various information, such as formula item, cost per KG, dealer/lot number, quantity left/used, a visual representation of remaining inventory and the date the item was added and last used. [Note: if nothing is in inventory, this area will be blank by default]

32562	Z1	268 C	PANTONE 268 C	88943	6	4259.3	\$1.41	10/4/2020 10:57:26 PM
<b>268 C</b> PANTONE 268 C		<b>Est. Cost / Kg</b> <b>\$1.41</b>	<b>Qty. Left (Gram)</b> <b>4259.3</b>	<b>Qty. Used (Gram)</b> <b>0</b>				
<b>FO NUMBER</b> N/AZ1	<b>BASE TYPE</b> 44083	<b>LOT #</b> 6	<b>PART #</b> 88943	<b>DATE ADDED</b> 10/4/2020 10:57:26 PM	<b>LAST USED</b> 10/4/2020 10:57:26 PM			

## INVENTORY INTERFACE FEATURES

There are multiple methods to manage inventory in IMS 3.0. The following section will outline each method.

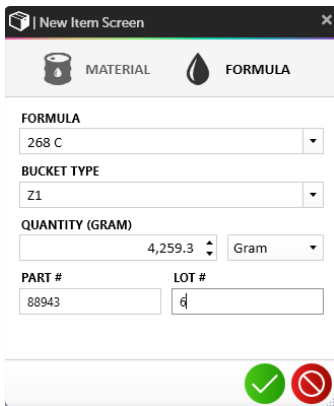
### Add an Item


To add an item into inventory, follow the steps below:



1. Click Add Item on the Inventory Interface Navigation.



2. Select whether the item is a formula or a material, enter bucket type, quantity and dealer/lot numbers (optional). [Note: the functionality is identical for formulas and materials]

A dialog box titled 'New Item Screen' with a close button. It has two tabs: 'MATERIAL' and 'FORMULA'. The 'FORMULA' tab is selected. Fields include: 'FORMULA' (dropdown menu with '268 C' selected), 'BUCKET TYPE' (dropdown menu with 'Z1' selected), 'QUANTITY (GRAM)' (input field with '4,259.3' and a unit dropdown with 'Gram' selected), 'PART #' (input field with '88943'), and 'LOT #' (input field with 'd'). At the bottom right are a green checkmark icon and a red 'no' icon.

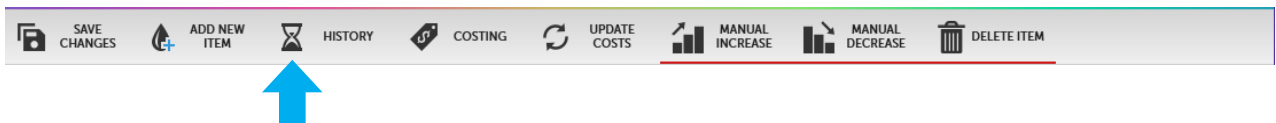
3. Click  Item at the bottom of the dialog box to add the item into inventory.
4. The item will refresh in the Inventory section, the dialog box will close and the following screen will appear and include the new information.

32562	Z1	268 C	PANTONE 268 C	88943	6	4259.3	\$1.41	10/4/2020 10:57:26 PM
	<b>268 C</b> PANTONE 268 C	Est. Cost / Kg <b>\$1.41</b>	Qty. Left (Gram) <b>4259.3</b>	Qty. Used (Gram) <b>0</b>				
FO NUMBER N/AZ1	BASE TYPE 44083	LOT # 6	PART # 88943	DATE ADDED 10/4/2020 10:57:26 PM	LAST USED 10/4/2020 10:57:26 PM			

### View History

To view the history of items in inventory as well as any changes made to items in inventory, follow the steps below.

1. Click the History button on the Inventory Interface Navigation.



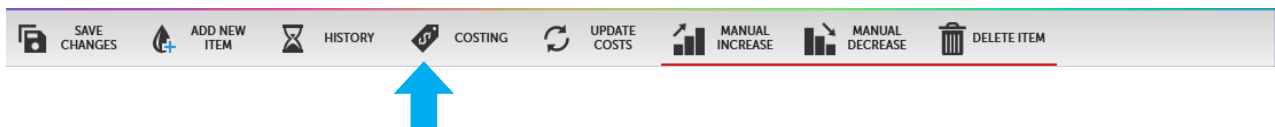
- The Inventory History Preview window will appear. This contains information such as the date the item was added, item code, description amount of ink used, total amount, as well as any comments related to a specific item.

DATE	ITEM CODE	DESCRIPTION	USED	TOTAL	COMMENTS
10/04/2020	44083	Aquarius Soft Base	0	4618.2	Item added to inventory
10/04/2020	44128	Aquarius Fluo. Violet PC	0	4164	Item added to inventory
10/04/2020	44125	Aquarius Red B PC	0	4164	Item added to inventory
10/04/2020	44124	Aquarius Violet PC	0	4164	Item added to inventory
10/04/2020	268 C	PANTONE 268 C	0	4259.3	Item added to inventory

### View Costing Tool

To view the costing related to the items in inventory, follow the steps below.

- Click the Costing button on the Inventory Interface Navigation.



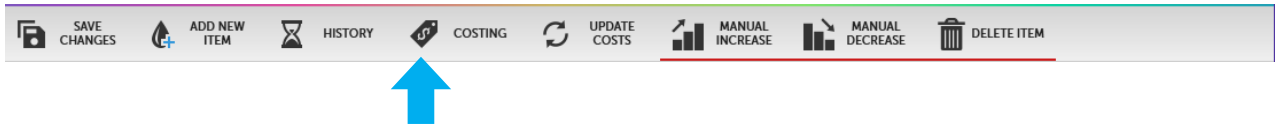
- The Costing data table will appear. This contains costing data related to the items in your inventory as well as the Item Code, Description, Cost per KG and the date the item was edited.

ITEM CODE	DESCRIPTION	COST / KG	EDITED
X20H30	Aquarius Pearl Base	\$20.00	03/12/2019
44038	Aquarius Base HS	\$19.00	03/12/2019
44117	Aquarius White PC	\$18.00	03/12/2019
44122	Aquarius Blue G PC	\$17.00	03/12/2019
44121	Aquarius Blue R PC	\$16.00	03/12/2019
44118	Aquarius Orange PC	\$15.00	03/12/2019
44126	Aquarius Green PC	\$14.00	03/12/2019
44124	Aquarius Violet PC	\$13.00	03/12/2019
44123	Aquarius Magenta PC	\$12.00	03/12/2019
44116	Aquarius Black PC	\$11.00	03/12/2019
44131	Aquarius Fluo. Yellow PC	\$10.00	03/12/2019
44132	Aquarius Fluo. Pink PC	\$9.00	03/12/2019
44130	Aquarius Fluo. Red PC	\$8.00	03/12/2019
44128	Aquarius Fluo. Violet PC	\$7.00	03/12/2019
44182	Aquarius Yellow R PC	\$6.00	03/12/2019

## Update Cost

To update the cost of a specific item, follow the steps below.

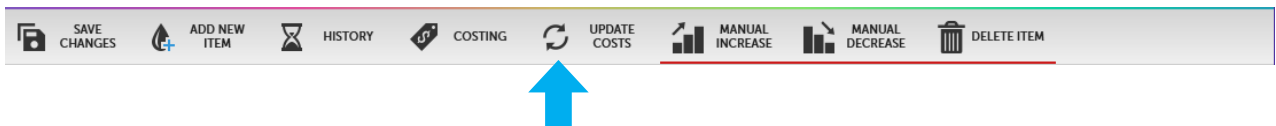
1. Click the Costing button on the Inventory Interface Navigation.



2. The Costing data table will appear. Select the item to update.

ITEM CODE	DESCRIPTION	COST / KG	EDITED
X20H30	Aquarius Pearl Base	\$20.00	03/12/2019
44038	Aquarius Base HS	\$19.00	03/12/2019
44117	Aquarius White PC	\$18.00	03/12/2019
44122	Aquarius Blue G PC	\$17.00	03/12/2019
44121	Aquarius Blue R PC	\$16.00	03/12/2019
44118	Aquarius Orange PC	15.0000	03/12/2019
44126	Aquarius Green PC	\$14.00	03/12/2019
44124	Aquarius Violet PC	\$13.00	03/12/2019
44123	Aquarius Magenta PC	\$12.00	03/12/2019
44116	Aquarius Black PC	\$11.00	03/12/2019
44131	Aquarius Fluo. Yellow PC	\$10.00	03/12/2019
44132	Aquarius Fluo. Pink PC	\$9.00	03/12/2019
44130	Aquarius Fluo. Red PC	\$8.00	03/12/2019
44128	Aquarius Fluo. Violet PC	\$7.00	03/12/2019
44182	Aquarius Yellow R PC	\$6.00	03/12/2019

3. Enter new cost.
4. Press Enter on your keyboard.
5. Click the Save Changes button at the bottom of the window.
6. After saving all changes, close the costing window and click the Update Cost button on the Inventory Interface Navigation.



7. Cost changes are now visible for the line item.

32561	Z1	44124	Aquarius Violet PC	94382	11	4264	\$13.00	10/4/2020 10:17:56 PM
	<b>44124</b>	<b>Est. Cost / Kg</b>		<b>Qty. Left (Gram)</b>	<b>Qty. Used (Gram)</b>			
	Aquarius Violet PC	<b>\$13.00</b>		<b>4264</b>	<b>0</b>			
FO NUMBER	BASE TYPE	LOT #	PART #	DATE ADDED	LAST USED			
FO20044124Z1	N/A	11	94382	10/4/2020 10:17:56 PM	10/4/2020 10:17:56 PM			

## Manual Increase

To manually increase the quantity of an item, follow the steps below.

1. Select the desired item from inventory and click the Manual Increase button on the Inventory Interface Navigation.



2. Enter amount to be added to the item in the new dialog box and click OK.

The dialog box titled 'Increase Item Quantity' has a text input field labeled 'AMOUNT IN GRAMS' containing the value '100.00'. Below the input field are two buttons: a green 'Save' button and a red 'Cancel' button.

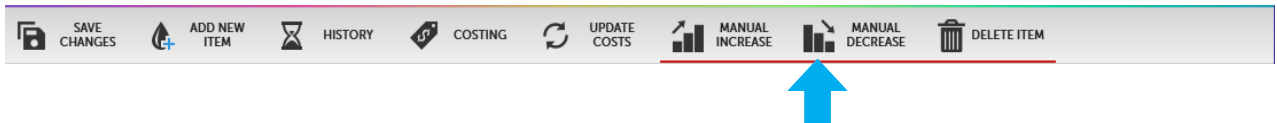
3. The quantity change is now visible for the line item.

32561	Z1	44124	Aquarius Violet PC	94382	11	4264	\$13.00	10/4/2020 10:17:56 PM
		<b>44124</b> Aquarius Violet PC	Est. Cost / Kg <b>\$13.00</b>	Qty. Left (Gram) <b>4264</b>		Qty. Used (Gram) <b>0</b>		100%
FO NUMBER	BASE TYPE	LOT #	PART #	DATE ADDED	LAST USED			
FO20044124Z1	N/A	11	94382	10/4/2020 10:17:56 PM	10/4/2020 10:17:56 PM			

## Manual Decrease

To manually decrease the quantity of an item, follow the steps below.

1. Select the desired item from inventory and click the Manual Decrease button on the Inventory Interface Navigation.



2. Enter amount to be subtracted from the item in the new dialog box and click OK.

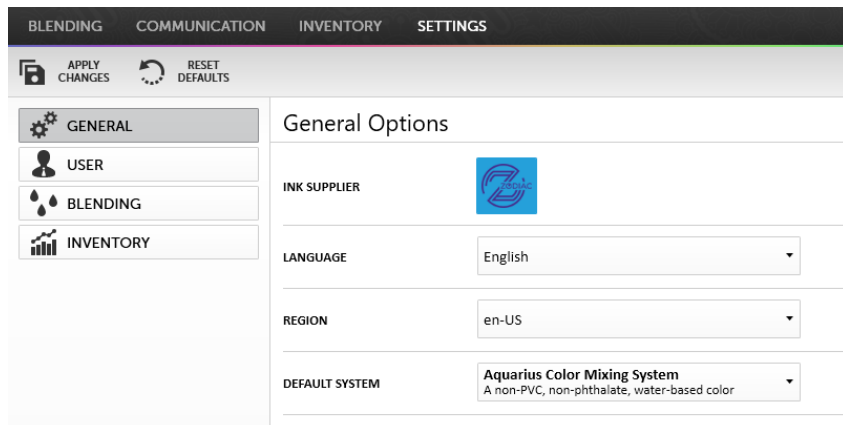
The dialog box titled 'Decrease Item Quantity' has a text input field labeled 'AMOUNT IN GRAMS' containing the value '200.00'. Below the input field are two buttons: a green 'Save' button and a red 'Cancel' button.

3. The quantity change is now visible for the line item.

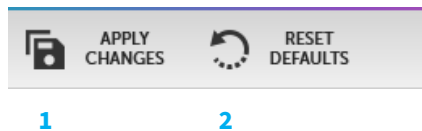
32561	Z1	44124	Aquarius Violet PC	94382	11	4064	\$13.00	10/4/2020 11:10:21 PM
		<b>44124</b> Aquarius Violet PC	Est. Cost / Kg <b>\$13.00</b>	Qty. Left (Gram) <b>4064</b>		Qty. Used (Gram) <b>200</b>		95.3%
FO NUMBER	BASE TYPE	LOT #	PART #	DATE ADDED	LAST USED			
FO20044124Z1	N/A	11	94382	10/4/2020 10:17:56 PM	10/4/2020 11:10:21 PM			

# SETTINGS INTERFACE

IMS 3.0 has several different settings, each designed to enhance user experience.

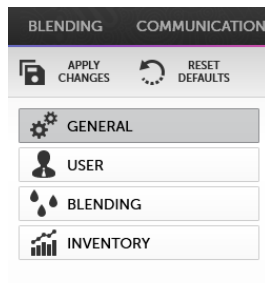


## SETTINGS INTERFACE NAVIGATION



1. Click Apply Changes to save any changes made within the Settings Interface.
2. Reset setting to default configuration.

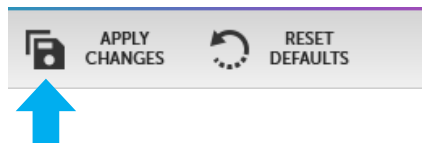
## SETTINGS TABS



1. Open General Settings
2. Open User Settings
3. Open Blender Settings
4. Open Inventory Settings

## SETTINGS INTERFACE FEATURES

This section outlines configurable settings within IMS 3.0. To save and apply any changes made in this tab, click the Apply Changes button on the Settings Interface Navigation.



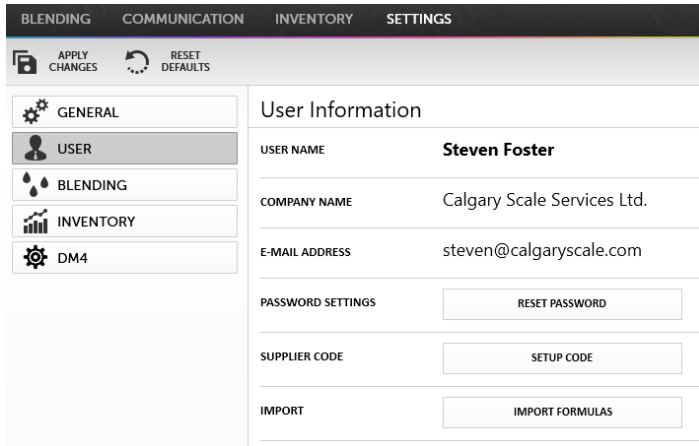
## GENERAL SETTINGS

Reset a password, set up a supplier code, import formulas and access new formulas using General Settings. An introductory video opens upon loading the software.

### Reset Password

To reset a password, follow the steps below.

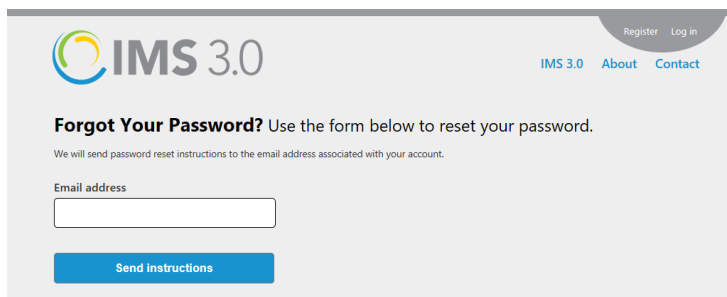
1. Click the Reset Password button inside the User Settings Tab.



The screenshot shows the 'SETTINGS' tab selected in the top navigation bar. Below it, there are buttons for 'APPLY CHANGES' and 'RESET DEFAULTS'. On the left, a sidebar contains menu items: 'GENERAL', 'USER' (highlighted), 'BLENDING', 'INVENTORY', and 'DM4'. The main content area is titled 'User Information' and contains the following fields:

USER NAME	Steven Foster
COMPANY NAME	Calgary Scale Services Ltd.
E-MAIL ADDRESS	steven@calgaryscale.com
PASSWORD SETTINGS	<input type="button" value="RESET PASSWORD"/>
SUPPLIER CODE	<input type="button" value="SETUP CODE"/>
IMPORT	<input type="button" value="IMPORT FORMULAS"/>

2. Enter email address when the IMS 3.0 website appears.



The screenshot shows the IMS 3.0 website interface. The top navigation bar includes 'Register' and 'Log in' links. Below the navigation bar, there are links for 'IMS 3.0', 'About', and 'Contact'. The main content area is titled 'Forgot Your Password?' and contains the following text and form:

**Forgot Your Password?** Use the form below to reset your password.  
We will send password reset instructions to the email address associated with your account.

Email address

3. Follow instructions to reset password from email.

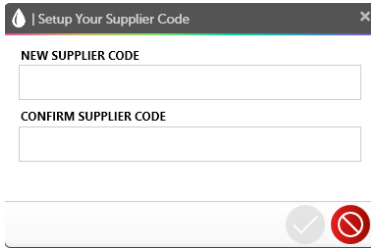
## Set Up Supplier Code

A supplier code is useful to share a database with another login, ideally across multiple print locations under one company or brand.

1. Click the Setup Code button within the User Settings tab.



2. Enter supplier code into the New Supplier Code field in the prompt box.

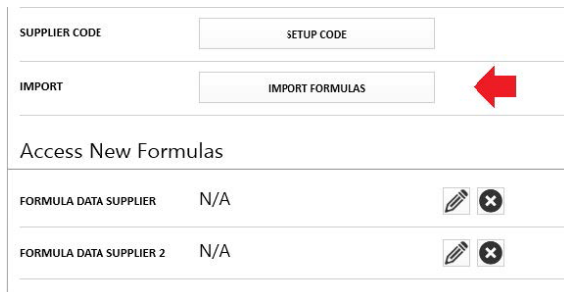


3. Click 

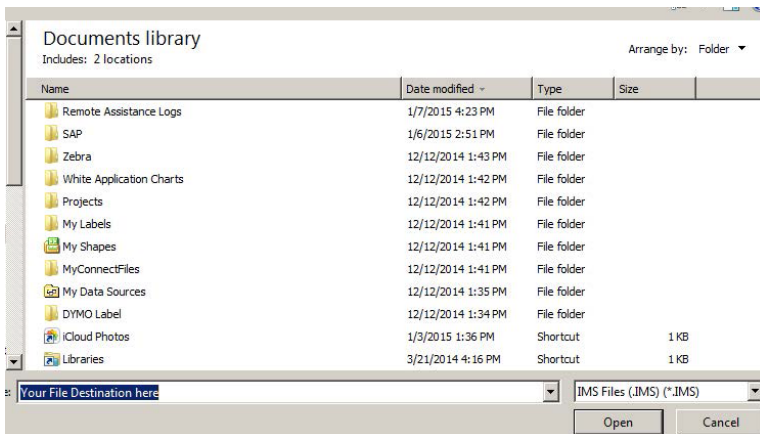
## Import Formulas

This function applies to formulas exported from IMS version 7.54 using the default file extension.ims.

1. Click the Import Formulas button within the User Settings Tab.



2. Enter the file path of the target import database.
3. Click OK and formulas will load into the software.



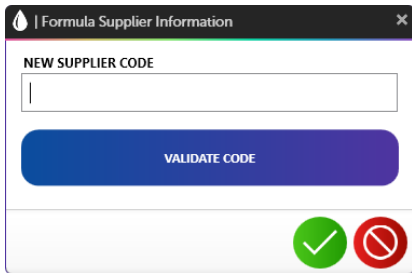
### Access New Formulas


Follow the steps below to access formulas from different suppliers.

1. Click the pencil icon underneath Access New Formulas within the User Settings Tab.



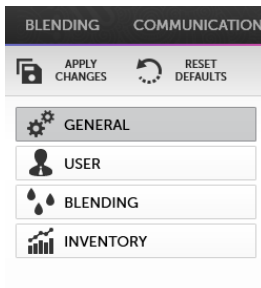
2. Validate the supplier code by re-entering the unique code in the prompt box.



3. Click  to access the supplier's formulas.

### Blending Settings

Set default configurations for Default Color System, Default Base Type, Default Formula Weight, Chip Owner Tag, Default Label Printer, Scale COM Ports and DM4 COM ports within the Blending Settings tab.



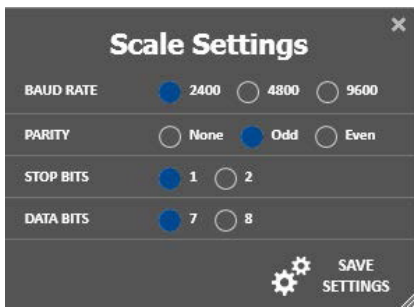
## Setting Blending Defaults

Before implementing IMS3.0, set blending defaults to save time. The following defaults provide guidance for use.

1. Default Base Type: used for systems that require base and colorant.
2. Default Formula Weight: used with a standard mix quantity at all times.
3. Chip Owner Tag: the name that appears on a user formula color chip to identify the chip if sharing formulas (the identifier will differ from one user to another when browsing the color chip carousel).



4. Default Label Printer: preferred printer (any Microsoft® Windows printer may be used and configured to print labels or reports).
5. Scale Com Port: used when communicating IMS 3.0 to the Sartorius® PMA 7500 family of scales (default settings shown below).



6. Mix Grid View: used when creating a new user formula (when entering formula components within the blending screen, the Mix Grid View accepts materials by Material Code or Material Description).

User Mix 268 C Clone					EST. COST / KG \$17.03
	TYPE	MATERIAL DESCRIPTION	GRAMS	PERCENT	
	BASE	44038 Aquarius Base HS	842.60	84.25%	🗑️
	PC	44128 Aquarius Fluo. Violet PC	79.40	7.94%	🗑️
	BASE	44175 Aquarius White HS	40.00	4.00%	🗑️
	PC	44132 Aquarius Fluo. Pink PC	27.00	2.70%	🗑️
	PC	44124 Aquarius Violet PC	11.00	1.10%	🗑️
		44116		%	🗑️

Mix Grid Set by Material Code

User Mix 268 C Clone					EST. COST / KG \$17.03
	TYPE	MATERIAL DESCRIPTION	GRAMS	PERCENT	
	BASE	44038 Aquarius Base HS	842.60	84.25%	🗑️
	PC	44128 Aquarius Fluo. Violet PC	79.40	7.94%	🗑️
	BASE	44175 Aquarius White HS	40.00	4.00%	🗑️
	PC	44132 Aquarius Fluo. Pink PC	27.00	2.70%	🗑️
	PC	44124 Aquarius Violet PC	11.00	1.10%	🗑️
		Aquarius Black PC		%	🗑️

Mix Grid Set by Material Description

7. Click Apply Changes button on the Settings Interface Navigation to save and apply changes.



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