

Automated Student Apprenticeship Program for Windows 2 (ASAPW2)



- Features
- Min System Requirements
- Recommended Hardware
- Screen Shots
- Pricing
- Maintenance Pricing
- Contact Information

Features



- Tracking
 - Apprentice
 - Applicant
 - Instructors
 - Contractors
 - Journeyman and More
- Standard & Custom Reporting / Querying
- Interface with Other Windows Software
- Security
- Share Data with ALPSW Union Software

Minimum System Requirements



- Windows Operating System
 - 95/98/NT/2000/2003/XP
- Pentium or Higher Class CPU
- 100 Megabytes Free Hard Disk Drive Space
- 32 Megabytes of Memory
- SVGA Monitor
- Backup Device
- Laser Printer
- Modem/Internet & PcAnywhere For Updates / Support

Recommended Hardware

	Workstations	Server
Processor	Pentium 4	Pentium 4
Operating System	MS Windows XP (Pro)	MS Windows XP (Pro) / Windows 2003 server
Video Card	Any	Any
Memory	>=512 MB	>=1000 MB
Hard Drive	>=40GB	>=80GB
Monitor	Any	Any
CD/DVD	Any CD or DVD Drive	DVD Recorder (for backups)
Office Productivity Software	MS Office SBE	MS Office Small Business Edition (If peer-to-peer)
Networking	100MB NIC	100MB NIC
Modem	56k	56k
Sound Card/Speakers	Any	Any

Apprentice Tracking



- Biographic Information
- Memos
- Classes/ Grades / Attendance
- Reclass History
- Work Hours
- Certified Skills
- Work History
- Loaned items
- Work Evaluations
- Disciplinary Actions
- Photo for easy identification
- On the Job Training Hours (Add-on component)

Grading Features



- Track Apprentice Grades
- Determine Class Valedictorian
- Post By Individual Or By Class Roster
- Reports By Date, By Class, By Average

Attendance Features



- Track Apprentice Class Attendance – Including Absent or Tardy; Excused, Unexcused or Pending Investigation
- Post By Individual or By Class Roster
- Reports By Date, By Class & More

Hours Features



- Import Hours Electronically
 - From Funds Office
 - From ALPSW
- Or – Post Hours Manually
- Report By Date, Apprentice & More

Applicant Tracking



- Biographic Information
- Interview Scores/Rankings
- Memos
- Work Hours
- Transfer Accepted Applicants to Apprentice File
- Archive Applicants for future re-application

Instructor Tracking



- Biographic Information
- Memos
- Classes taught
- Training / Qualifications

Contractor Tracking



- Biographic Information
- Job Site / Work Orders
- Employees
- Apprentice Work History

Journeyman Tracking



- Biographic Information
- Memos
- Certified Skills
- Photo for easy identification

Reporting & Querying



- Robust Set of Standard Reports
- Reports Can Be Run For an Individual or a Group
- Ability to Make Custom Reports For Apprentice Info, Contractor Info or Archive Info
- Powerful Query Capability
 - Sort in different sequences such as Name, Zip, Status, Etc.
 - Ability to Save Your Favorite Sorts For Fast Retrieval

Interface with Other Windows Software



- Mail Merges For Form Letters, Labels Etc.
 - Microsoft Word
 - Word Perfect
- Ability to Make Standard ASCII Files
 - Good For Microsoft Excel and Just About Any Program That Has an Import Feature
- Ability to Cut/Paste Information Into Other Programs

Security



- Ability to Set up Log in Names and Password to Block Out Intruders
- Ability to Block Individual Users to Certain Areas of the Program
- Ability to Make Some Users Have a Read Only View

Share Data with ALPSW



- Address Changes
- Journeymen
- Hours
- Activity
- Work History
- Certifications
- Photos
- Memos

Screen Shots



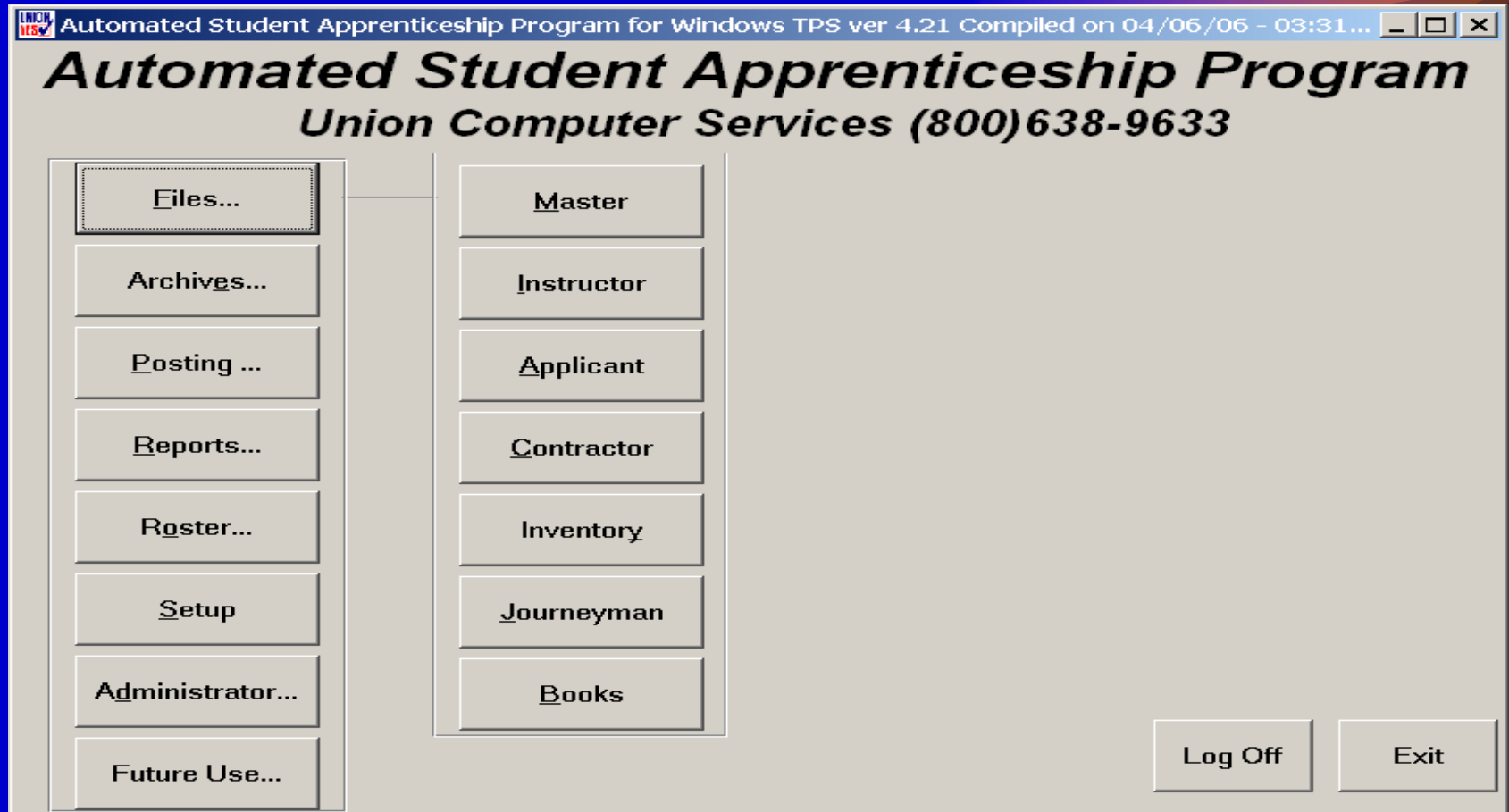
- [Files](#)
- [Posting](#)
- [Reports](#)
- [Roster](#)
- [Setup](#)
- [Administrator](#)

Files Screen Shots



- Main Menu
- Master/Archive
 - Memos / Classes / Re-class History / Work Hours / Certifications / Work History / Loaned Items / Work Evaluations / Disciplinary Action / On The Job Training / Books
- Applicant / Archive
- Contractor/Archive
- Instructors
- Inventory
- Books

Main Menu Screen



Master Apprentice Screen

Member File [X]


Find Member: 111-22-3333 - ALDRIDGE, JOSHUA

Gen | Other | **Memo** | Classes | Hist | Hours | Certs | Jobs | Item | Wk Eval | Discip | OJT

1 Member

SSN: 111-22-3333 Memb No: 00123145
Name: ALDRIDGE, JOSHUA D.

2 Address

1234 Sample Street
City: COLUMBUS
State/Zip: IN 47201
Phone: 812-555-1234
Phone 2:
Field 9:


3 Employment

Contractor: 00115 IRISH, INC., FRANK E.
Hire Date: 06/18/2001

4 Year/Status

Year/ Group: 5PF - Year 5 Pipefitt
Wage Group: IN - IN WAGES
Classification: 05 - 5th Year -- 75% --\$21.3
Status: C - Current
Status Date: 06/18/2001
Completion: 06/01/2006
Indenture Date:
Indent State: IN - INDIANA
Field 20:
Field 21: AP
Zone: IN

Current Adv: 06/01/2005 75% \$21.35
Next Adv: 09/01/2006 100% \$28.47

F2-Add F3-Change Delete F4-Print Books F6-Changes Exit F10-Save

Archive Apprentice Screen

Archive File [X]


Find Member: 555-55-5555 - ATON, ROBERT R.

Gen | Other | Memo | Classes | Hist | Hours | Certs | Jobs | Item | Wk Eval | Discip | OJT

1 Member

SSN: 555-55-5555 Memb No: 00124567
Name: ATON, ROBERT R.


2 Address

1245 GREENWAY
City: GREENFIELD
State/Zip: IN 46140
Phone: (317)555-1243
Phone 2:
Field 9:


3 Employment

Contractor: Unemployed
Hire Date:
Current Adv: 06/01/2005 45% \$12.81
Next Adv: 06/01/2006 50% \$14.24

4 Year/Status

Year/ Group: 1A - Year 1 Group A
Wage Group: IN - IN WAGES
Classification: 01 - 1st Year -- 45% -- \$12.8
Status: XE - EXPELLED
Status Date:
Completion:
Indenture Date:
Indent State: IN - INDIANA
Field 20:
Field 21: AP
Zone:


F2-Add F3-Change Delete F4-Print Books F10-Exit

Memos Tab

Member File

Find Member 111-22-3333 - ALDRIDGE, JOSHUA

Gen Other **Memo** Classes Hist Hours Certs Jobs Item Wk Eval Discip OJT

Start 01/01/1990 End 12/31/2099

Date	Name	Description
03/09/2006	Archived	Archived processed on this date.UCS
03/09/2006	Unarchive	UnArchived processed on this date.

View View ALPSW Memos

F2-Add F3-Change Delete F4-Print Books F6-Changes Exit F10-Save

Classes Tab

Member File

Find Member 111-22-3333 - ALDRIDGE, JOSHUA

Gen Other Memo **Classes** Hist Hours Certs Jobs Item Wk Eval Discip OJT

Schedule Schedule Filter All

Class	Name	Days	Year	Grade	A	T	L	P	M	Hours	Enroll
COA 101B	HUMAN RELATIONS	SA	2005		1	0	0	1	0	8.00	Enrolled
MAKE UP 11	MAKE UP NIGHT (NOV 28)	M,SU	2005		0	0	0	0	0	0.00	Enrolled
MAKE UP 12	MAKE UP NIGHT (DEC 20)	M	2005		0	0	0	0	0	0.00	Enrolled
PPF 115A	GAS INSTALLATIONS - WED	W	2005		0	0	0	0	0	0.00	Enrolled
PPF 117B	PLUMBING CODE - PIPEFITTER	TU,T	2005		1	0	0	22	0	66.00	Enrolled
PPF 148A	ORBITAL (FITTER)	TU	2005		0	0	0	0	0	0.00	Enrolled
PPF 230A	SUPERVISION - TUES	TU	2005	94.00	1	0	0	8	0	24.00	Completed
SPB 1005	SATURDAY PENALTY (10/29/05)	SA	2005		0	0	0	0	0	0.00	Incomplete
SPB 1205A	SATURDAY PENALTY (12/17/05)	SA	2005		0	0	0	0	0	0.00	Needs
SPB 1205B	SATURDAY PENALTY (12/28/05)	W	2005		0	0	0	0	0	0.00	Enrolled

94.00 3 0 0 31 0 98.00

F2-Add F3-Change Delete F4-Print Books F6-Changes Exit F10-Save

Reclass History Tab

Member File

Find Member 111-22-3333 - ALDRIDGE, JOSHUA

Gen Other Memo **Classes** Hist Hours Certs Jobs Item Wk Eval Discip OJT

Start End 12/31/9999

Date	Type	Class	Comment
09/12/2005	46		Prev Advance changed from to 06/01/2005
09/12/2005	48		Next Advance changed from to 06/01/2006
09/12/2005	C	05	Classification Changed From To 05
12/28/2005	48		Next Advance changed from 06/01/2006 to 09/01/2006

F2-Add F3-Change Delete F4-Print Books F6-Changes Exit F10-Save

Work Hours Tab

Member File

Find Member 111-22-3333 - ALDRIDGE, JOSHUA

Gen Other Memo Classes Hist Hours Certs Jobs Item Wk Eval Discip OJT

From 01/01/1990 to 12/31/2099 Cont Name: IRISH, INC., FRANK E.

Period Date	Cont Key	Hours	Labor Code	Post Date
03/28/2004	00115	180.00		04/29/2004
04/25/2004	00115	238.00		06/03/2004
05/30/2004	00115	191.50		07/13/2004
06/27/2004	00115	200.00		07/28/2004
07/25/2004	00115	194.50		09/08/2004
08/29/2004	00115	134.00		09/23/2004
09/26/2004	00115	149.00		11/08/2004
10/31/2004	00115	188.00		11/16/2004
11/28/2004	00115	168.00		01/06/2005
12/26/2004	00115	168.00		01/19/2005
01/30/2005	00115	170.00		02/21/2005
02/27/2005	10045	128.00		03/17/2005
03/27/2005	00115	149.00		05/02/2005
04/24/2005	00115	180.50		05/27/2005
05/29/2005	00115	160.00		07/06/2005
06/26/2005	00115	145.00		07/28/2005
07/31/2005	00115	168.00		09/02/2005

Total 13,119.00

F2-Add F3-Change Delete F4-Print Books F6-Changes Exit F10-Save

Certifications Tab

Member File

Find Member 111-22-3333 - ALDRIDGE, JOSHUA

Gen Other Memo Classes Hist Hours Certs Jobs Item Wk Eyal Discip OJT

From 01/01/1990 to 12/31/2099 Cont Name:

Contractor	Skill	Skill Name	Start Date	Expire Date	Comment
	CPR	CPR/FIRST AID	11/10/2001	11/10/2004	FIRST-AID EXP. 3 YR & CF
	OS10	OSHA 10 HR	10/31/2001	10/31/2050	NO EXPIRATION
	UA21	SMAW	10/23/2004	10/22/2005	

F2-Add F3-Change Delete F4-Print Books F6-Changes Exit F10-Save

Work History Tab

Member File

Find Member 111-22-3333 - ALDRIDGE, JOSHUA

Gen Other Memo Classes Hist Hours Certs Jobs Item Wk Eval Discip OJT

From 01/01/1990 to 12/31/2099 Cont Name: IRISH, INC., FRANK E.

Date	Cont/Job	Start	End	Term Reason	Class
09/28/1998	02546	11/09/1998	06/11/1999	ABSENTEE	TRA
07/06/1999	01856	07/06/1999	04/25/2000	RIF	TRA
04/26/2000	00115	04/26/2000	06/15/2001	APPRENTICESHIP	TRA
06/21/2001	00115	06/18/2001			AP5

F2-Add F3-Change Delete F4-Print Books F6-Changes Exit F10-Save

Loaned Item Tab

Member File

Find Member 111-22-3333 - ALDRIDGE, JOSHUA

Gen Other Memo Classes Hist Hours Certs Jobs **Item** Wk Eval Discip OJT

Show Unpaid Items Only

Paid Item	Date	Price	Balance	Comment
-----------	------	-------	---------	---------

UnPaid Items: 0
Balance of Items 0.00

F2-Add F3-Change Delete F4-Print Books F6-Changes Exit F10-Save

Work Evaluations Tab

Member File

Find Member: 111-22-3333 - ALDRIDGE, JOSHUA

Gen | Other | **Memo** | Classes | Hist | Hours | Certs | Jobs | Item | Wk Eval | Discip | OJT

Start: 01/01/1990 End: 12/31/2099

Date	Cont	Grade	Days Late	Absent	Hrs Missed	Eval By	Commen
09/01/05	00115	2	0	0	0	TONY KINNAMAN	

Total Evals: 1 Eval(s)
Average Grade: 2.000

F2-Add | F3-Change | Delete | F4-Print | Books | F6-Changes | Exit | F10-Save

Disciplinary Action Tab

Member File

Find Member 111-22-3333 - ALDRIDGE, JOSHUA

Gen Other Memo Classes Hist Hours Certs Jobs Item Wk Eval **Discip** OJT

Start 01/01/1990 End 12/31/2099

Date	Reason	Action
04/09/2006	Excess Absentee	Reclass held 6 months

Show Details Print Packet

F2-Add F3-Change Delete F4-Print Books F6-Changes Exit F10-Save

On The Job Training Tab

Member File

Find Member 111-22-3333 - ALDRIDGE, JOSHUA

Gen Other Memo Classes Hist Hours Certs Jobs Item Wk Eyal Discip OJT

From 01/01/1990 to 12/31/2099 Cont Name: IRISH, INC., FRANK E.

Period Date	Cont Key	UNGR	OUWS	IFA	MRPLB	HHCSP	SCP	IPPP	MRHVA
07/2002	00115	8.00	5.00	3.00	0.00	0.00	0.00	0.00	0.00
Total		16.00		View Totals					

F2-Add F3-Change Delete F4-Print Books F6-Changes Exit F10-Save

Books Tab

Members Book File

Ledger | **Payments**

Current Charges

Code	Description	Amount
1	ADVANCED PLAN READING & RELATED DRAWING	35.00
2	AIR CONDITIONING MANUAL	50.00

Total Due **\$85.00**

Add Change Delete Print OK

Applicant Screen

Applicant File [X]

Find Applicant: 123-45-6789 - Doe, John

General | Other | **Memos** | Hours

1 Applicant

APP SSN: 123-45-6789 Zone: []

Name: Doe, John

2 Address

[]

[]

City: []

State/Zip: [] []

Phone: []

Phone2: []

Veteran: []

Education: []

Race: []

Sex: []

Marital Status: []

Birth Date: []

3

Status: []

Status Date: []

Applic No.: []

App Date: 09/12/2005

Contractor: [] None

Other Employer: []

Hire Date: []

Accepted: N - NO

Wage Group: []

Field 24: []

Field 25: []

Field 26: []

Field 27: []

Field 28: []

Field 29: []

F4-Print F7-Transfer Exit F10-Save

Contractor Screen

Contractor File [X]

Find Contractor By Name By Key


Contract | Job | Memos | Employees | History

1 Contractor

Cont. Key

Name

2 Address

Phone 

Fax

4

Field 8

Field 9

Field 11

Field 12

Field 13

Field 14

Field 15

Field 16

Field 17

Field 18

Field 19

Field 20

Delete Print Dispatch Cancel Ok

Instructor Screen

Instructor File [X]

Find Instructor [Icons]

Instructor | Memos | Class History | Training

1 Instructor

SSN

Name

2 Address

City

State/Zip

Home Ph

Work Ph

Pager

Cell Ph

Other

Email

Email 2

3 Other

Prefer Email?

ICTV

Field 16

Field 17

Field 18

Field 19

Field 20

Field 21

Field 22

Field 23

Field 24

Field 25

Status

[Delete] [F4-Print] [Exit] [F10-Save]

Journeyman Screen

Instructor File [X]

Find Instructor: [Icons]

Instructor | Memos | Class History | Training

1 Instructor

SSN:

Name:

2 Address

City:

State/Zip:

Home Ph:

Work Ph:

Pager:

Cell Ph:

Other:

Email:

Email 2:

3 Other

Prefer Email?:

ICTV:

Field 16:

Field 17:

Field 18:

Field 19:

Field 20:

Field 21:

Field 22:

Field 23:

Field 24:

Field 25:

Status: [v]

[Delete] [F4-Print] [Exit] [F10-Save]

Applicant Screen

Applicant File [X]

Find Applicant: 123-45-6789 - Doe, John

General | Other | **Memos** | Hours

1 Applicant

APP SSN: 123-45-6789 Zone: []

Name: Doe, John

2 Address

[]

[]

City: []

State/Zip: [] []

Phone: []

Phone2: []

Veteran: []

Education: []

Race: []

Sex: []

Marital Status: []

Birth Date: []

3

Status: []

Status Date: []

Applic No.: []

App Date: 09/12/2005

Contractor: [] None

Other Employer: []

Hire Date: []

Accepted: N - NO

Wage Group: []

Field 24: []

Field 25: []

Field 26: []

Field 27: []

Field 28: []

Field 29: []

F4-Print F7-Transfer Exit F10-Save

Inventory Screen

List of Inventory

Description	Value	Serial #	Deposit	Comment
HAMMER	25.00	3478326	5.00	

Print Add Change Delete Close

Books Screen

Name	Cost	ISBN #
ADVANCED PLAN READING & RELATED DRAWING	0.00	
AIR CONDITIONING MANUAL	0.00	
BASIC ELECTRICITY MANUAL	0.00	
DRAINAGE	0.00	
DRAWING INTERPRETATION	0.00	
ELECTRIC CODE	0.00	
ELECTRIC CONTROLS FOR MECHANICAL EQUIPMENT SERVICE	0.00	
GAS INSTALLATIONS	0.00	
GAS TUNGSTAN ARC WELDING	0.00	
HONEYWELL SAFEGUARD	0.00	
HYDRONIC HEATING & COOLING	0.00	
INSTRUMENTATION MANUAL	0.00	
INTERNATIONAL MECHANICAL CODE	0.00	
JOB SAFETY & HEALTH	0.00	
OXY-ACETYLENE ARC WELIDNG	0.00	

Posting

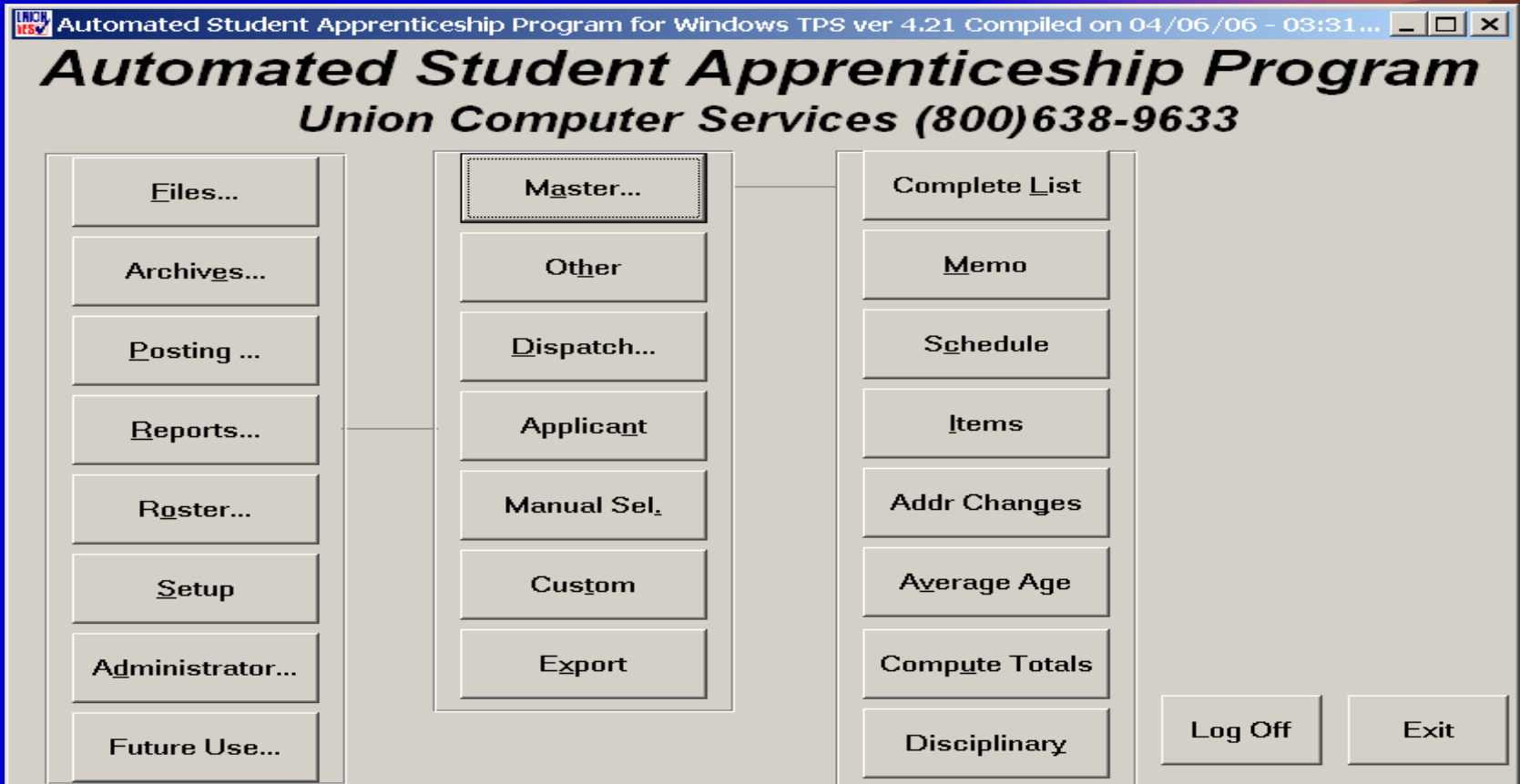


Reports Screen Shots

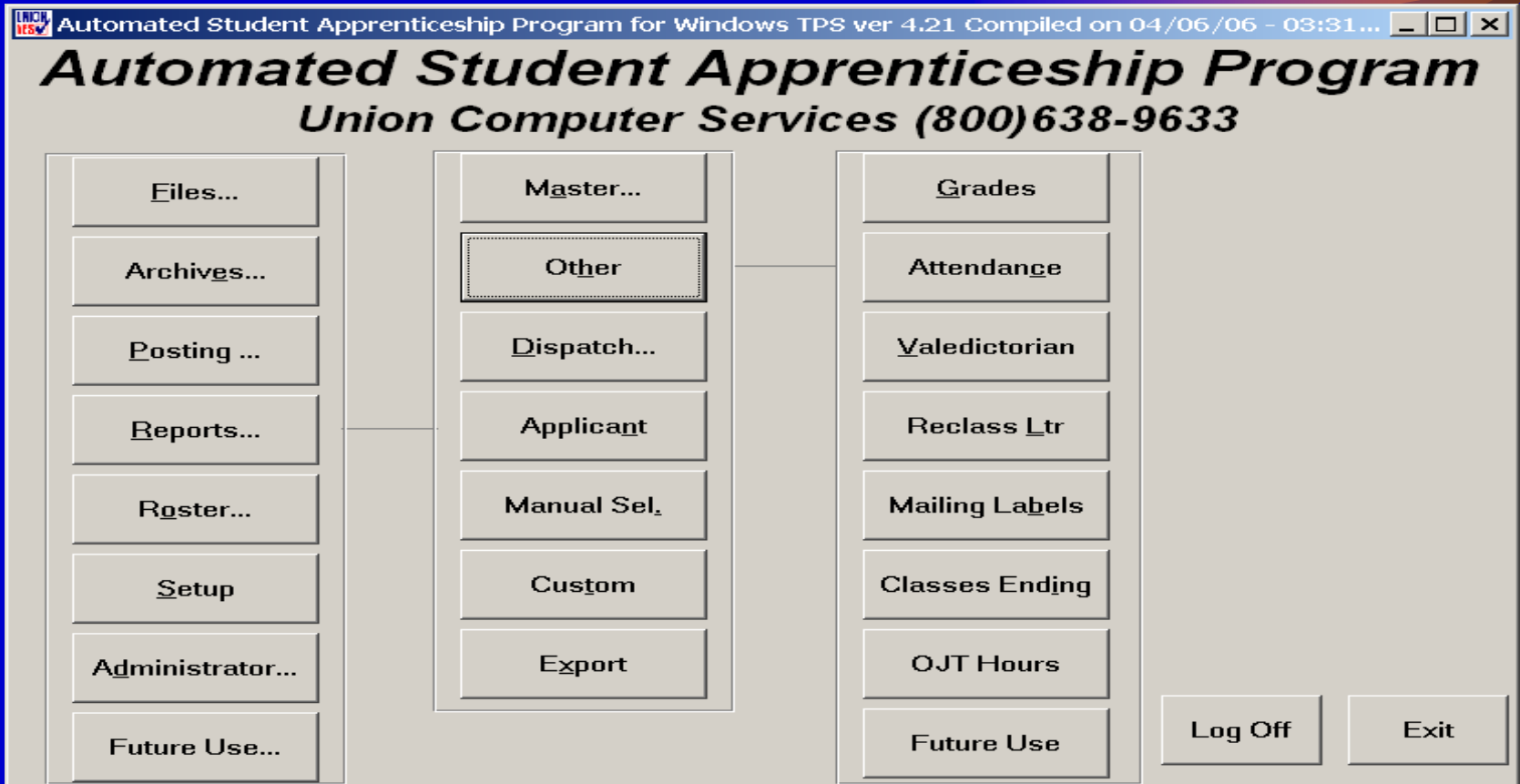


- Master
- Other
- Dispatch
- Applicant
- Custom
- Filtering

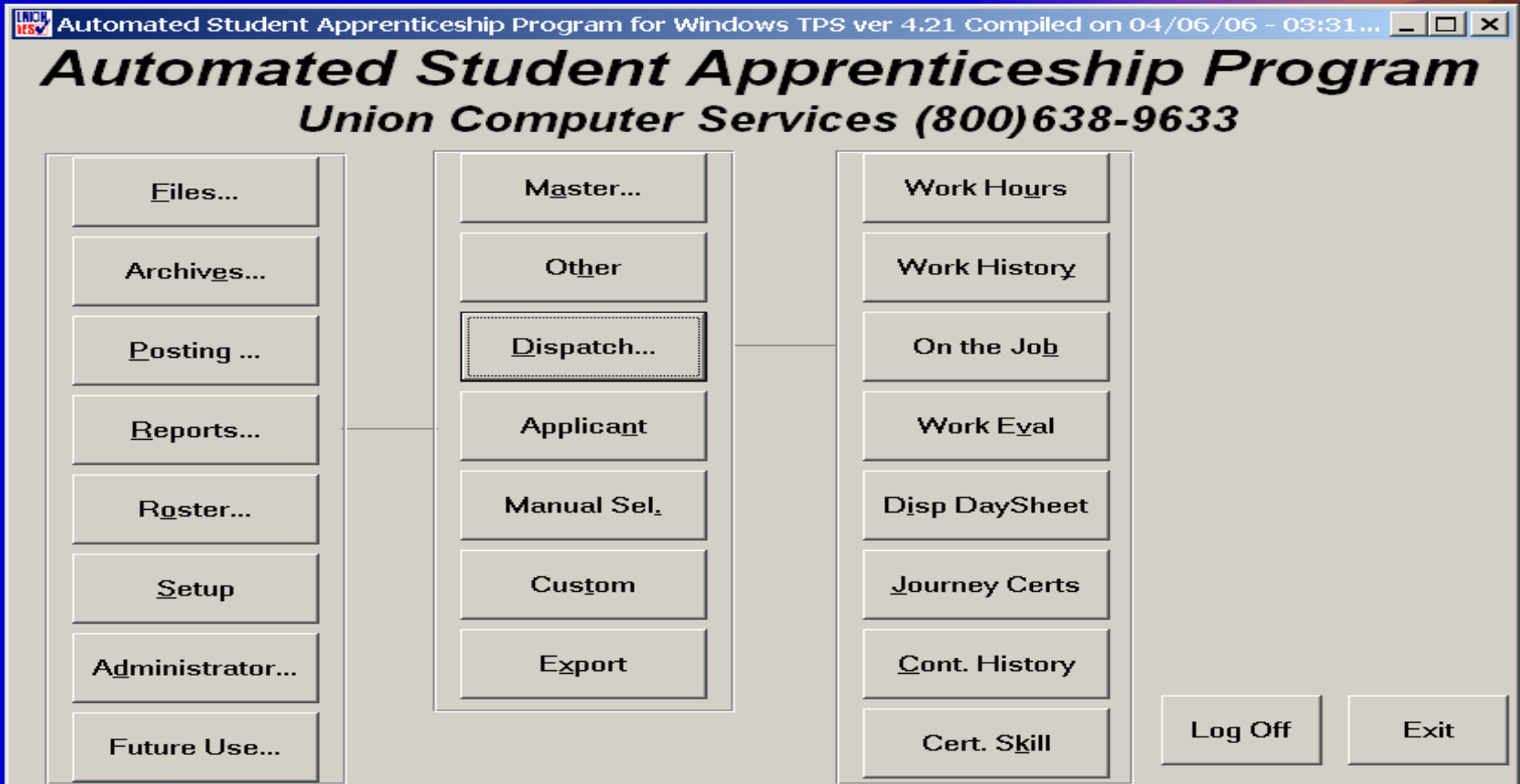
Master Reports



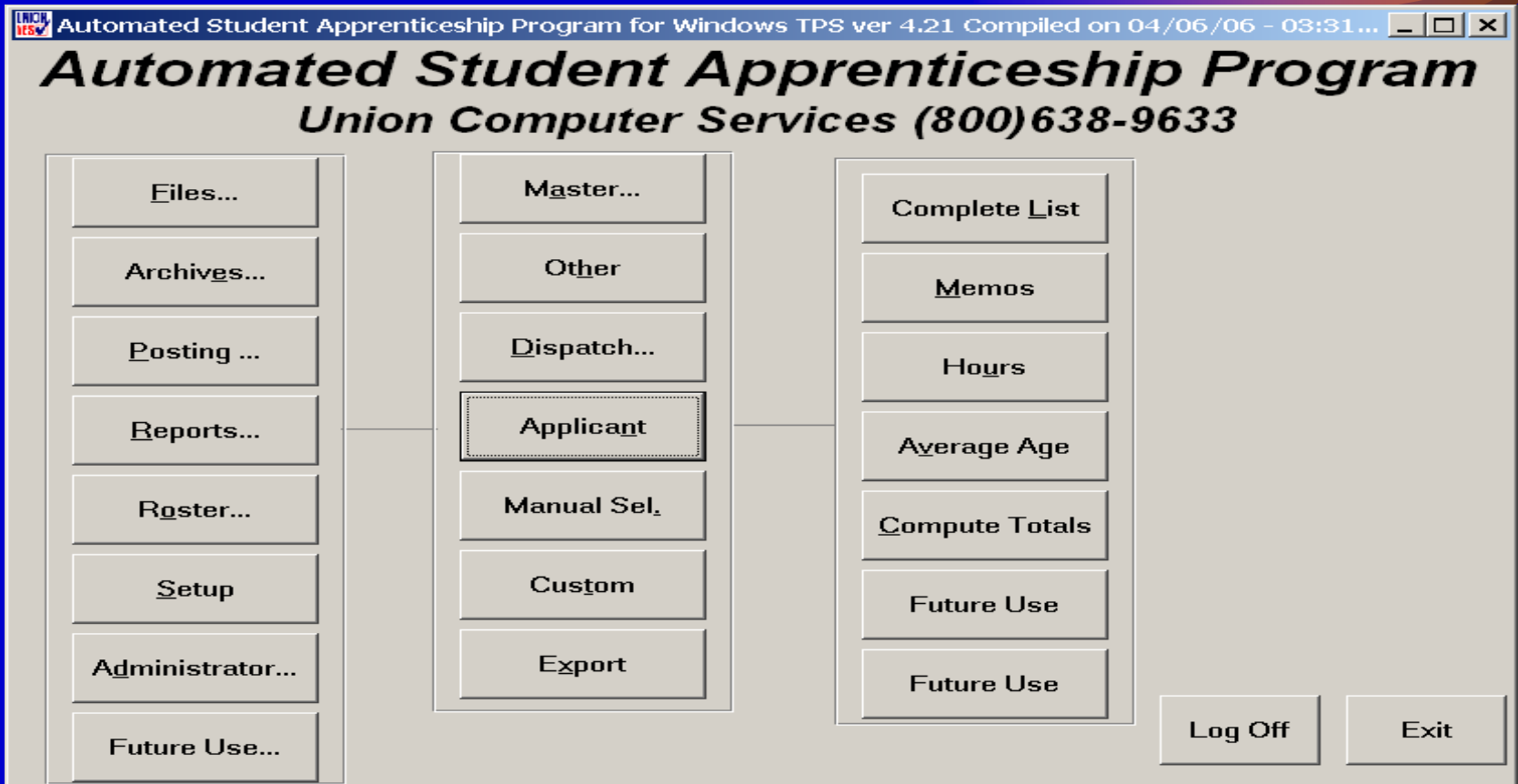
Other Reports



Dispatch Reports



Applicant Reports



Custom Reports

Change Code [X]

Name: Title:

Spacing:

Available Fields:

- Name
- Address
- Address
- City
- State
- Zip
- Phone
- Phone 2
- Race
- Sex
- Field 11
- Field 12

Fields on Report:

- Name
- Phone
- Phone 2

Reference Codes:

- Show Code Only
- Show Code Description

Alignment:

- Align Left
- Align Right

Field Width:

Total Width = 63

Buttons: OK, Cancel, Print

Preview:

KENNY'S REPORT

NAME	PHONE	PHONE 2

Filtering

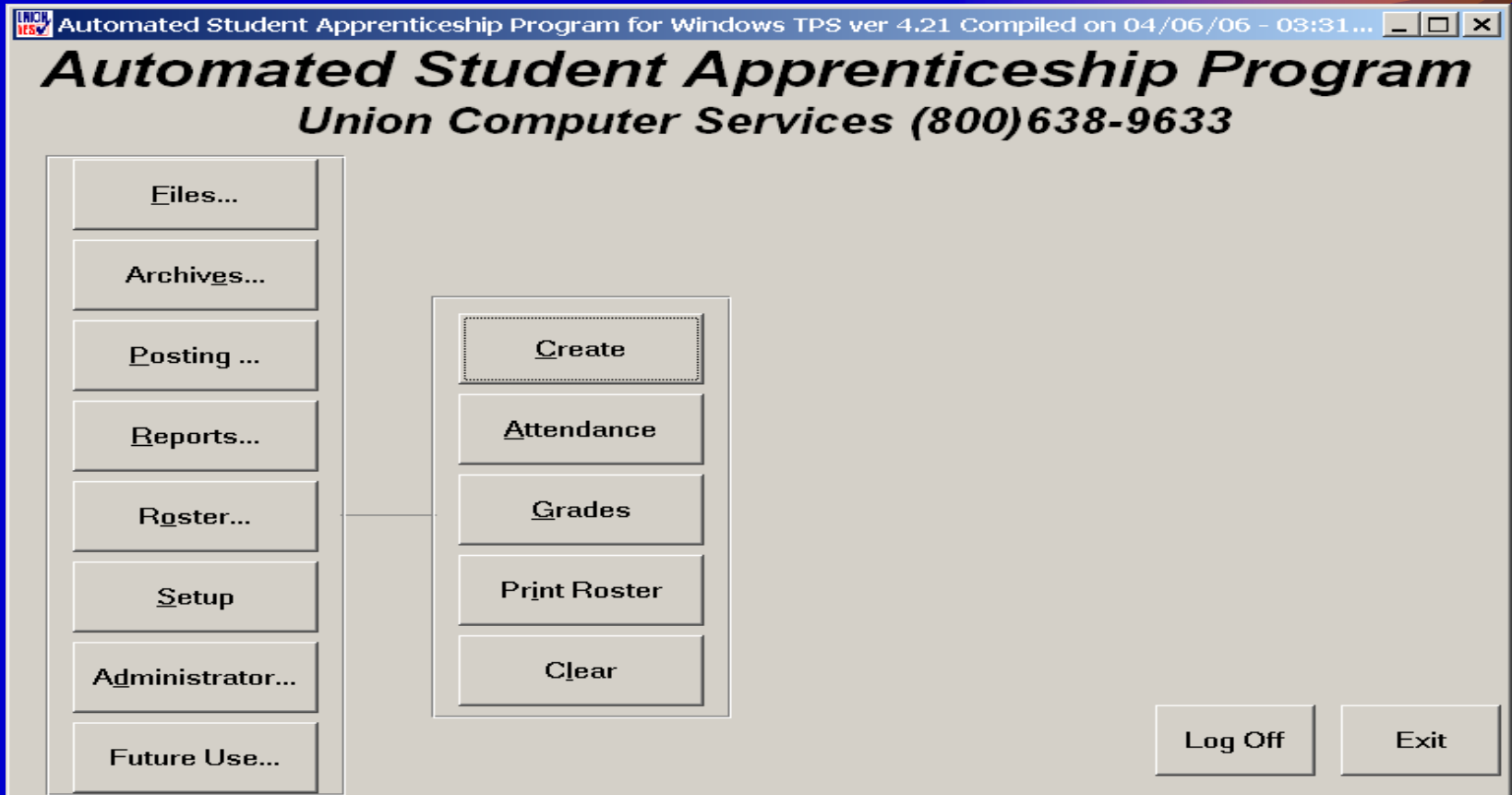
Custom Search [X]

Filter Name: [Save] [Delete]

Inc/Exc:	Field:	Comparison:	Compare To:	Connect:
I	State	Is Equal To	WV	And
E	Status	Starts With	X	And

[OK] [Cancel] [Clear] [Sort]

Roster



Setup

Setup

General

Grades

Wage Advancement

Import Hours

Certified Skills

Classes

Schedule

Transfer

Work Evaluations

Labor Codes

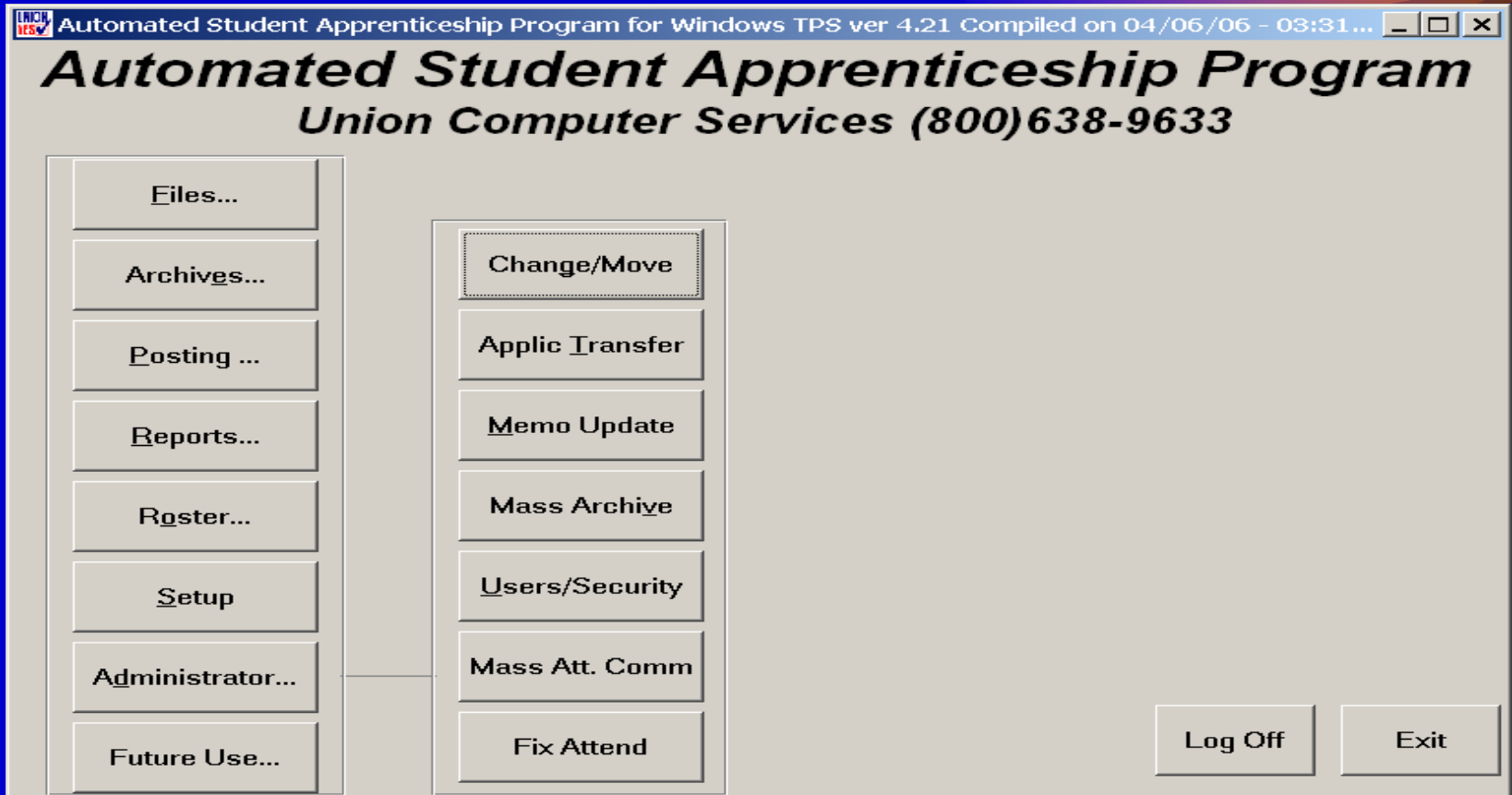
OJT Categories

Exit

[Back](#)

[Next](#)

Administrator



Pricing



- Tier Based Pricing
 - Based on local size (Number of Members) and well as single or multi-user computer environment
- Upgrade Pricing for Existing ALPS Users
- Reasonable Pricing for Conversions of Non UCS Databases in to ALPSW
- Free Updates to ALPSW with Maintenance Agreement
- On-Site Installation & Training Available
- Customization Available
- Contact UCS for a Quote and Demo

Pricing Sheet

- | ASAPW2 LICENSE: | Single User | Multi User |
|---|--------------------|-------------------|
| TIER 1 - Under 200 Apprentic Records | \$ 1,500 | \$ 2,500 |
| TIER 2 - Over 200 Apprentice Records | \$ 3,000 | \$ 4,500 |
| On The Job Training Module | \$ 600 | |
| Custom Programming Hourly Rate | \$ 125 | |
| INSTALLATION/TRAINING: (Plus travel expenses) | | |
| At Customer Site Support Daily Rate | \$ 750 | |
| At Our Site Support Daily Rate | \$ 550 | |
| Upgrades from single to multi User or from one Tier to the next requires a payment of the difference in the two User or Tier prices. | | |

Maintenance Pricing Sheet



- **60 Day Warranty**
- **HELP-DESK MAINTENANCE: (Unlimited Calls 8am -6pm Eastern Time)**
- **Single User System – Annual Fee.....\$ 840**
- **Multi User System – Annual Fee.....\$ 960**

- **By the Hour - \$200 per hour; 1 Hour minimum, updates not included**

Contact Information



Union Computer Services, LLC

Attn: Daniel Mitchell

7309 Gold Ring Ter.

Derwood, MD 20855

1-800-638-9633 Ext. 3

Fax 703-579-1060

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