

ULTIMATE Automated Student Apprenticeship Program



- Features
- Minimum System Requirements
- Recommended Hardware
- Screen Shots
- Pricing
- Contact Information

Features



- Apprentice and Applicant Tracking
- Instructor Tracking
- Work History
- Standard & Custom Reporting / Querying
- Interface with Other Windows Software
- Security

Minimum System Requirements

- Windows Operating System
 - 2003/XP/VISTA/7
- Pentium or Higher Class CPU
- 100 Gigabytes Free Hard Disk Drive Space
- 2 Gigabytes of Memory
- HD Monitor
- Backup Device
- Laser Printer
- Internet Connection For Updates / Support

Recommended Hardware

	Workstations	Server
Processor	Pentium Core Duo	Pentium Core Duo
Operating System	MS Windows 7 (Pro)	MS Windows 7 (Pro) / Windows 2003/2008 server
Video Card	Any card capable of : 1280X1024 (conventional screens) or 1440 X 900 (for wide screen)	Any card capable of : 1280X1024 (conventional screens) or 1440 X 900 (for wide screen)
Memory	≥ 4 GB	≥ 8 GB
Hard Drive	≥ 250 GB	≥ 500 GB
Monitor	≥ 19 in	≥ 19 in
CD/DVD	Any CD or DVD Drive	DVD Recorder (for backups)
Office Productivity Software	MS Office SBE	MS Office Small Business (If peer-to-peer)
Networking	1GB NIC	1GB NIC
Sound Card/Speakers (Optional)	Any	Any

Apprentice Tracking

- Biographic Information
- Books and Inventory Issued
- Book Payment History
- Memos
- Work History and Hours
- Classes, Schedules, Grades and Attendance
- Certified Skills
- Meeting Attendance & Work Evaluations
- Photos

Reporting & Querying

- Robust Set of Standard Reports
- Reports Can Be Run For an Individual or a Group
- Ability to Make Custom Reports For Apprenticeship 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

Screen Shots



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

Files Screen Shots

- Master/Archive
 - Books Tab
 - Book Payments Tab
 - On the Job Training Tab
 - Jobs Tab
 - Attendance Tab
 - Certifications Tab
- Contractor/Archive
- Contacts







Archive Screen

501 Ultimate Automated Student Apprenticeship Program Ver. 5.3.105 (10/14/11 - 05:47PM) - UCSADMIN - [Apprentice File 117]

File Edit Postings Roster Reports Setup Import Export Administrator Window Help

OK Cancel Add Change Delete Print Log Prev Mbr Next Mbr

Find Appr. ARCHIVED

General Extra Memos Classes History Hours Jobs Certs Item WkEval Discip OJT Attend Meetings Photo E-Filing Books Bk Rpt Bk Memo	1 Member		2 Year/Status		4 User			
	SSN	<input type="text"/>	MbrNo	<input type="text"/>	Year/ Group	<input type="text"/>	Birth Date	04/18/1977
	First	<input type="text"/>			Wage Group	IL - UA LOCAL <input type="text"/>	State Test	<input type="text"/>
	Middle	<input type="text"/>			Classification	05 - 4th Year - 70.0% - \$27.650	Test Date	<input type="text"/>
	Last	<input type="text"/>			Status	A - Active	Reg No	<input type="text"/>
	Addr1	<input type="text"/>			Status Date	<input type="text"/>	Pager #	<input type="text"/>
	Addr2	<input type="text"/>			Completion	<input type="text"/>	Work Phone	<input type="text"/>
	City	<input type="text"/>			Indenture Date	06/01/1998	Init Date	<input type="text"/>
	State/Zip	IL <input type="text"/> 60120-0000			Area Interest	<input type="text"/>	Trade Level	<input type="text"/>
	Phone	<input type="text"/>			Lic. Number	056-195340	Hours Credit	<input type="text"/>
Phone 2	(000)000-0000			Comment	PLUMBER	County	KANE	
Organized	<input type="checkbox"/>			Veteran	<input type="text"/>	Field 37	<input type="text"/>	
	  			Education	<input type="text"/>	Field 38	<input type="text"/>	
	  			Race	H - Hispanic	Field 39	<input type="text"/>	
				Sex	M - Male	Field 40	<input type="text"/>	
				M. Status	<input type="text"/>	Field 41	<input type="text"/>	
				Zone	<input type="text"/>	Field 42	<input type="text"/>	
						Field 43	<input type="text"/>	
						Field 44	<input type="text"/>	
						Field 45	<input type="text"/>	
	2 Employment							
	Contractor	<input type="text"/>	Unemployed	Current Adv	<input type="text"/>	70.0	\$27.650	
	Hire Date	<input type="text"/>		Next Adv	<input type="text"/>	85.0	\$33.580	

Books Tab

501 Ultimate Automated Student Apprenticeship Program Ver. 5.3.005 (09/13/11 - 11:16AM) - UCSADMIN - [Apprentice File 1123]

File Edit Postings Roster Reports Setup Import Export Administrator Window Help

OK Cancel Add Change Delete Print Log Prev Mbr Next Mbr

Find Appr.

Sort By
 Date Book Code

Current Charges			
Code	Description	Amount	Charged
2	1ST YEAR HVAC BOOK FEE	165.00	09/13/2011

Total Due \$165.00

General
Extra
Memos
Classes
History
Hours
Jobs
Certs
Item
WkEval
Discip
OJT
Attend
Meetings
Photo
E-Filing
Books
Bk Rcpt
Bk Memo

Book Payments Tab

501 Ultimate Automated Student Apprenticeship Program Ver. 5.3.005 (09/13/11 - 11:16AM) - UCSADMIN - [Apprentice File 1123]

File Edit Postings Roster Reports Setup Import Export Administrator Window Help

OK Cancel Add Change Delete Print Log Prev Mbr Next Mbr

Find Appr.

From 01/01/1980 to 01/01/2099

Date	Rcpt #	Check No	Name	Amount	Pay	Cashier	Rcpt	Remark
09/13/2011	993	6291	1ST YEAR HVAC BOOK FEE	165.00	K	DU	N	

Total 165.00

General
Extra
Memos
Classes
History
Hours
Jobs
Certs
Item
WkEval
Discip
OJT
Attend
Meetings
Photo
E-Filing
Books
Bk Rcpt
Bk Memo

[Back](#)

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On the Job Training Tab

501 Ultimate Automated Student Apprenticeship Program Ver. 5.3.105 (10/14/11 - 05:47PM) - UCSADMIN - [Apprentice File 1055]

File Edit Postings Roster Reports Setup Import Export Administrator Window Help

OK Cancel Add Change Delete Print Log

Prev Mbr Next Mbr

Find Appr. 1500694

General From 01/01/1990 to 12/31/2099

Extra	Period Date	Contractor	RWSV	IWL	MRHAC	FIXT	WELD	M&RP	IPHS	IPRAC	IPPP	OUWS	SCHOOL
Memos	06/2007		32.00	32.00	0.00	16.00	0.00	0.00	8.00	0.00	0.00	0.00	0.00
	07/2007		24.00	47.00	0.00	44.00	0.00	0.00	0.00	12.00	0.00	0.00	0.00
Classes	08/2007		76.00	40.00	0.00	0.00	0.00	0.00	44.00	0.00	0.00	0.00	0.00
	09/2007		24.00	32.00	0.00	24.00	0.00	0.00	16.00	0.00	0.00	0.00	0.00
History	10/2007		10.00	46.00	0.00	45.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	11/2007		0.00	12.00	0.00	34.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hours	12/2007		33.00	34.00	0.00	0.00	0.00	0.00	9.00	0.00	0.00	0.00	0.00
	01/2008		27.00	43.00	0.00	8.00	0.00	0.00	12.00	0.00	0.00	0.00	0.00
Jobs	02/2008		39.00	24.00	0.00	0.00	0.00	0.00	24.00	0.00	0.00	0.00	0.00
	03/2008		28.00	21.00	0.00	0.00	0.00	0.00	7.00	0.00	0.00	0.00	0.00
Certs	04/2008		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Item	05/2008		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	06/2008		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WkEval	07/2008		0.00	0.00	0.00	0.00	0.00	0.00	247.00	0.00	0.00	0.00	0.00
	08/2008		0.00	0.00	0.00	0.00	0.00	0.00	0.00	210.00	0.00	0.00	0.00
Discip	09/2008		0.00	0.00	0.00	0.00	0.00	0.00	82.00	0.00	0.00	0.00	0.00
OJT	10/2008		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	11/2008		76.00	68.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Attend	12/2008		96.00	64.00	0.00	0.00	0.00	0.00	8.00	0.00	0.00	0.00	0.00
	01/2009		0.00	64.00	0.00	0.00	0.00	0.00	16.00	8.00	0.00	0.00	0.00
Meetings	02/2009		0.00	0.00	0.00	8.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	03/2009		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Photo	04/2009		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E-Filing													
Books													
Bk Rcpt													
Bk Memo													
Total			2,774.00										

View Totals

Jobs Tab

501 Ultimate Automated Student Apprenticeship Program Ver. 5.3.105 (10/17/11 - 09:55PM) - UCSADMIN - [Apprentice File 1123]

File Edit Postings Roster Reports Setup Import Export Administrator Window Help

Cancel Add Change Delete Print Log Prev Mbr Next Mbr

Find Appr.

From to Sort Ascending Descending

	Date	DispNo	Contractor	Job	Start	End	List Skill	How	By	Term Reason
Memos	07/01/2011	25143	<input type="text"/>	PLUMBING CO	00394	07/01/2011	07/08/2011			RIF
Classes	07/08/2011	25144	<input type="text"/>	LUMBING INC	00511	07/08/2011	10/11/2011			
	10/11/2011	25147	<input type="text"/>	LUMBING INC	00511	10/11/2011				

View Contractor Reprint View Dispatch

Certifications Tab

798 Ultimate Automated Local Processing System Version 5.0 Compiled on 07/27/10 - 10:01AM - [Member File 254121]

File Edit Posting Reports Processing Setup Job Referral Import Export Administrator Benefits Window Help

OK Cancel Add Change Delete Print Log Post Prev Mbr Next Mbr

Find Member

From to

Contractor	Skill	Skill Name	Start Date	Expire Date	Comment
------------	-------	------------	------------	-------------	---------

General
Extra
Memos
Ledger
Payments
Hours
Activity
List
Jobs
Calls
Certs
Meetings
Photo
Griev
Classes
E-Filing

Contractor Screen

798 Ultimate Automated Local Processing System Version 5.0 Compiled on 07/27/10 - 10:01AM - [Contractor File 1505774]

File Edit Posting Reports Processing Setup Job Referral Import Export Administrator Benefits Window Help

OK Cancel Add Change Delete Print Log Dispatch Prev Ctr Next Ctr

Find Contractor 8 Double 8 Contractor 8888

1 Contractor Cont. Key 8888 Name 8 Double 8 Contractor	3 Status C - Current Field 9 Field 11 Field 12 Field 13 Field 14 Field 15 Field 16 Field 17 Field 18 Field 19 Field 20 USER 21 USER 22 USER 23 USER 24 USER 25 USER 26 USER 27 USER 28 USER 29	4 USER 30 USER 31 USER 32 USER 33 USER 34 USER 35 USER 36 USER 37 USER 38 USER 39 USER 40 USER 41 USER 42 USER 43 USER 44 USER 45 USER 46 USER 47 USER 48 USER 49 USER 50
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2 Address
Addr1 888 8th St NW
Addr2
City WASHINGTON
State/Zip DC 20001
Phone (202)555-2525
Fax Number (202)555-2626

General Memos Jobs Employee History Bond Hours Penalties Ledger Payments E-Filing

Contractor Archive Screen

798 Ultimate Automated Local Processing System Version 5.0 Compiled on 07/27/10 - 10:01AM - [Contractor File 1505774]

File Edit Posting Reports Processing Setup Job Referral Import Export Administrator Benefits Window Help

OK Cancel Add Change Delete Print Log Dispatch Prev Ctr Next Ctr

Find Contractor 8 Double 8 Contractor 8888 **ARCHIVED**

1 Contractor Cont. Key 8888 Name 8 Double 8 Contractor	3 Status C - Current Field 9 Field 11 Field 12 Field 13 Field 14 Field 15 Field 16 Field 17 Field 18 Field 19 Field 20 USER 21 USER 22 USER 23 USER 24 USER 25 USER 26 USER 27 USER 28 USER 29	4 USER 30 USER 31 USER 32 USER 33 USER 34 USER 35 USER 36 USER 37 USER 38 USER 39 USER 40 USER 41 USER 42 USER 43 USER 44 USER 45 USER 46 USER 47 USER 48 USER 49 USER 50
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General Memos Jobs Employee History Bond Hours Penalties Ledger Payments E-Filing

Addr1 888 8th St NW
Addr2
City WASHINGTON
State/Zip DC 20001
Phone (202)555-2525
Fax Number (202)555-2626

Contacts File

798 Ultimate Automated Local Processing System Version 5.0 Compiled on 07/27/10 - 10:01AM - [Contacts File]

File Edit Posting Reports Processing Setup Job Referral Import Export Administrator Benefits Window Help

OK Cancel

General Company UNION COMPUTER SERVICES

Memo First Name ROB Middle Last BOHLS

E-Filing Title Your friendly Tech Support Representative!

Address

Address 2

City Derwood State MD Zip

Phone (703)579-1060 Ext: 1 Phone 4 Ext:

Phone 2 Ext: Phone 5 Ext:

Phone 3 Ext: Phone 6 Ext:

Fax Fax 2

Email rob@unioncomputerservices.com Send

Web Page www.unioncomputerservices.com Go

Comments

User Defined Fields

USER1		USER6	
USER2		USER7	
USER3		USER8	
USER4		USER9	
USER5		USER10	

Posting Screen Shots



- Payments
- Hours/Checkoff Dues

Posting Payments Screen

798 Ultimate Automated Local Processing System Version 5.0 Compiled on 07/29/10 - 06:22PM - [Payment Posting]

File Edit Posting Reports Processing Setup Job Referral Import Export Administrator Benefits Window Help

Post Clear Close Printer Refresh

Name/SSN **234-56-7890 - PRESIDENT, JOHN**
 1600 PENNSYLVANIA AVE
 WASHINGTON, DC 20202

Amount \$0.00 Print Dues
 Pay Type **Check** # Print Receipt
 Cashier **Lisa Luper** Death Notice

Class **BT** Trade **HE**
 Dues Scale **6506** Dues Scale **19.00** Comments **7 mos Jan-July 10**
 Status **C** Post Date **07/30/2010** Last Paid **07/30/2010**

Perm Comm

Apply To...	Charge Code	Amt Due	Am Paid	Now Due	Paid Thru	Now Thru	On Int'l	Past Dues	Charged
	DUES	57.00	<input type="text" value="76.00"/>	-19.00	12/31/2009	<input type="text" value="04/30/2010"/>	<input checked="" type="checkbox"/>	Date	Charge
								04/09	24.00
								05/09	24.00
								06/09	24.00
								07/09	24.00
								08/09	24.00
								09/09	24.00
								10/09	24.00
								11/09	24.00
								12/09	24.00
								01/10	19.00
								02/10	19.00
								03/10	19.00
Total:		57.00	76.00	-19.00					

Attendance Tab

501 Ultimate Automated Student Apprenticeship Program Ver. 5.3.105 (10/17/11 - 09:55PM) - UCSADMIN - [Apprentice File 1055]

File Edit Postings Roster Reports Setup Import Export Administrator Window Help

OK Cancel Add Change Delete Print Log Prev Mbr Next Mbr

Find Appr. 1500694

General From 01/01/1990 To 12/31/2099

Extra

Date	Absent/Tardy	Excused	Comment
10/04/2005	A	N	MEDICAL
10/10/2005	A	N	MEDICAL
01/31/2006	A	N	CALLED IN
05/02/2007	A	N	CALLED-DEATH IN FAMILY
02/11/2008	A	N	Called-At doctor with sick daughter
04/20/2009	A	N	NO CALL
04/27/2009	A	N	NO CALL

Memos

Classes

History

Hours

Jobs

Certs

Item

WkEval

Discip

OJT

Attend

Meetings

Photo

E-Filing

Books

Bk Rcpt

Bk Memo

Absent 7 Tardy 0

Reports in UALPS

- Apprentice/Applicant
 - Books Payments
 - Dispatching
- Mailing Labels & Envelopes
 - Custom
 - Filtering

Apprentice/Applicant Reports

- Union Activity
 - Average Age
 - Changes
- Classes: Grades & Attendance
 - Complete List
 - Compute Totals
 - Hours
 - Memo
- On the Job Training
 - Meetings

Financial Reports



- Payment Day Sheet

- Cash Receipts

- Payments

- Ledger Card

Dispatch Reports

- Work Hours & Work History
 - On the Job
- Dispatch Daysheet
 - Calls Report
 - Member Certs
- Contractor History
 - Certified Skills

Mailing Reports



- Labels
- Envelopes

Custom Reports

Add Code

OK Cancel Print

Name Title

Spacing

Available Fields

- Name
- Address
- Address
- City
- State
- Zip
- Phone
- Phone 2
- Race
- Sex
- Weld Test
- Test Date

Fields on Report

Reference Codes

- Show Code Only
- Show Code Description

Alignment

- Align Left
- Align Right

Field Width

Total Width = 0

Preview

Filtering

Custom Search

OK Cancel Save Delete Clear Sort

Filter Name

Inc/Exc	Field:	Comparison:	Compare To:	Connect:
E	Status	Starts With	X	And
I	Init. Date	Is Greater Than	01/01/2010	And

Setup Menu



- Applicant Transfers
- Certified Skills
- Classes/Schedules
- Grades
- General
- Labor Codes
- OJT Categories
- Points
- Reclass
- PerCapita
- Import Hours
- Work Evals
- Export
- Zip Codes

Administrator Menu

- Applicant Transfer
- Change/Move
- Users/Security
- Mass Attendance Comment
- Change Totals
- Memo Update
- Mass Archive

Miscellaneous Reports



- Labor Code
- Field Reference
- E-Filing Print (must have E-Filing Add-on installed)

Pricing



- Tier Based Pricing
 - Based on single or multi-user computer environment
- Upgrade Pricing for Existing ALPSW Users
- Reasonable Pricing for Conversions of Non UCS Databases to UASAP
- Free Updates to UASAP with Maintenance Agreement
- On-Site Installation & Training Available
- Customization Available
- Contact UCS for a Quote and Demo

Pricing Sheet

UASAP LICENSE:	Price
Server/Single User	\$2,000.00
Client per Computer beyond the server	+\$ 750.00
ADD ONS:	
E-filing Cabinet	\$1,000.00
Meeting Tab Module	\$ 500.00
Zip Code Lookup Annual Subscription.....	\$ 320.00 /Yr
Custom Programs:	
Custom Programming Per Hour	\$ 125.00 /Hr
INSTALLATION/TRAINING: (Plus travel expenses)	
On-Site Support Daily Rate (Up to 8hrs).....	\$ 875.00 /Day
On-Site by the hour	\$ 125.00 /Hr
HELP-DESK MAINTENANCE:	
Single User System - Annual Fee.....	\$ 900.00 /Yr
Per license Beyond Single - Annual Fee.....	+\$ 75.00 /Yr

By the Hour - \$250 per hour; 1 Hour minimum, updates not included

Contact Information

Union Computer Services, LLC

Attn: Daniel Mitchell

7309 Gold Ring Ter.

Derwood, MD 20855

703-579-1060 Ext. 3

Fax 703-579-1060

dan@unioncomputerservices.com