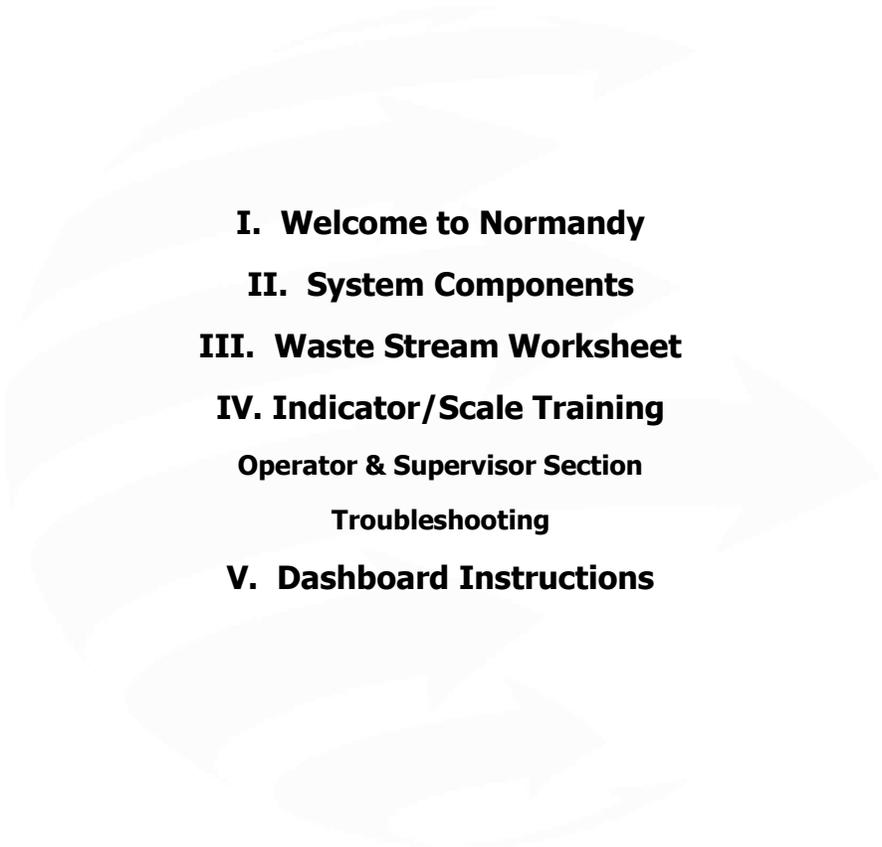


**NORMANDY**  
WASTE MANAGEMENT SYSTEMS

Client Manual



**I. Welcome to Normandy**  
**II. System Components**  
**III. Waste Stream Worksheet**  
**IV. Indicator/Scale Training**  
Operator & Supervisor Section  
Troubleshooting  
**V. Dashboard Instructions**



## I. Welcome to Normandy

Normandy Waste Management Systems was created by a food by-product recycling firm with over 20 years of experience. With detailed knowledge on deep food manufacturing costs, we have created a service to help you identify, communicate and reduce your raw material, labor and waste hauling expenses. Normandy WMS will provide you with complete hardware and software services to begin your waste stream reduction effort. By providing easy-to-navigate scale hardware and streamlined software tools, Normandy WMS focuses on the vital waste information you need. Waste data entry is simple, secure and backed-up. Live online waste stream analytics are available with unlimited access on your private company dashboard with Excel export compatibility.

Let's get started on **your** road to waste reduction.



## II. System Components



1

### Client Facility

As the waste is weighed, operators enter data into a preconfigured indicator with company specific waste types, lines and shifts. The data is securely stored on an internal node.

2

### Normandy Headquarters

Data is pulled through the Normandy wireless router and transmitted to Normandy Headquarters. PLC sorts/filters data to SQL database.

3

### Client Dashboard

Client accesses data on web-based private company dashboard. From the dashboard, data may be queried and exported into Excel-based worksheet.

#### Client Facility: Normandy Indicator: Hardware & Software

- ⇒ Hardware & software pre-configured and ready to manage your waste types and lines.
- ⇒ Rugged desktop/or wall mount stainless steel enclosure includes large graphic display for operator to use in recording specific waste lines weighed on local floor scale.
- ⇒ Add up to 15 types of waste data and various waste lines.

\* Carts, deck scales and ramps also available to transport food processing waste.

#### Client Facility: Normandy's Wireless Router

- ⇒ Installed adjacent to your scale using Verizon Wireless secure cellular network to report real-time scale activity.
- ⇒ Reports scale activity to Normandy's Headquarters (scale data aggregation server).



#### Built-in remote data

**node PC** ensures no loss of waste stream data due to loss of Internet connectivity or other communication failures.

- When connection is re-established, data is transmitted to Normandy Headquarters server.
- All data transactions are time/date stamped when entered.

#### Client Dashboard

- ⇒ Information from your scale is displayed in real-time on your company's Normandy web-based analytics dashboard (may be exported into Excel)
- ⇒ Identify waste sources by product line, waste type, and shift



### III. Waste Stream Worksheet

Normandy Hardware will arrive pre-configured with software and ready to add types and lines. A Normandy representative will provide initial hands-on training to explain the system and how it works. *An alternative Waste Worksheet is available if you have more lines. Contact customerservice@normandywms.com*



**Step 1: Identify/Name the Waste Types** (Edit/Add on indicator—up to 15 types)

- Waste type is the kind of waste (e.g. dough, packaging, overbakes, etc)

**Step 2: Identify/Name the Waste Lines** (Edit on Indicator—up to 99)

- Waste lines are sub-categories of the type, typically indicating the production line on which the waste is generated

Waste Type 1	Waste Type 2	Waste Type 3	Waste Type 4	Waste Type 5
_____	_____	_____	_____	_____
Waste Lines				
1. 2. 3. 4. 5.	1. 2. 3. 4. 5.	1. 2. 3. 4. 5.	1. 2. 3. 4. 5.	1. 2. 3. 4. 5.
Waste Type 6	Waste Type 7	Waste Type 8	Waste Type 9	Waste Type 10
_____	_____	_____	_____	_____
Waste Lines				
1. 2. 3. 4. 5.	1. 2. 3. 4. 5.	1. 2. 3. 4. 5.	1. 2. 3. 4. 5.	1. 2. 3. 4. 5.
Waste Type 11	Waste Type 12	Waste Type 13	Waste Type 14	Waste Type 15
_____	_____	_____	_____	_____
Waste Lines				
1. 2. 3. 4. 5.	1. 2. 3. 4. 5.	1. 2. 3. 4. 5.	1. 2. 3. 4. 5.	1. 2. 3. 4. 5.

**Step 3: Determine the Shift Start/End Times**

These times should account for all waste generated during a shift/post-transition period. Edit on Dashboard.

	Shift 1	Shift 2	Shift 3
Start:	<input style="width: 80px; height: 25px;" type="text"/>	<input style="width: 80px; height: 25px;" type="text"/>	<input style="width: 80px; height: 25px;" type="text"/>
End:	<input style="width: 80px; height: 25px;" type="text"/>	<input style="width: 80px; height: 25px;" type="text"/>	<input style="width: 80px; height: 25px;" type="text"/>

## IV. Indicator/Scale

### Indicator Front Panel



### Display Contrast

To increase the contrast of the display, press and hold the DECIMAL POINT and 7 keys until the desired contrast is reached. To decrease the contrast of the display, press and hold the DECIMAL POINT and 1 keys until the desired contrast is reached.

### Front Panel Keys

The keys on the front panel of the Model 1310 are of two types, hard keys and soft keys. Hard keys are labeled directly and soft keys are labeled F1-F5. If a soft key has a function, its label appears at the bottom the display. Soft keys function differently at different times and their labels change as needed.



Press the **ZERO** key to establish a zero reference. A center-of-zero icon will be displayed when the weight is within  $\frac{1}{4}$  division of zero. During motion an M will appear below the center-of-zero icon.



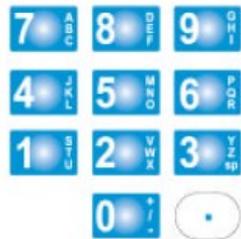
Press the **C(Clear)** key to clear values from the display prompts. Press and hold the **C** key for five seconds to power down the indicator.



Press the **ESCAPE** key to back out of menus or cancel a numeric entry without accepting the value. Press and hold the **ESCAPE** key for 3-5 seconds to gain access to Password Entry Mode.



Press the **ENTER** key to enter a keyed in value or accept a displayed choice.



The alphanumeric keypad is for entering number and alpha characters. If a display for entering **numbers only** appears, you can key in the numbers using the keypad normally. If a display appears in which alpha or numeric characters can be entered, key function switches automatically so that repeated pressing of one key causes the number to appear first, followed by the alpha characters in descending order as labeled on the key. If you wait for the cursor to appear on the display and press a key, a new character is added to the previous one entered.

### Softkeys

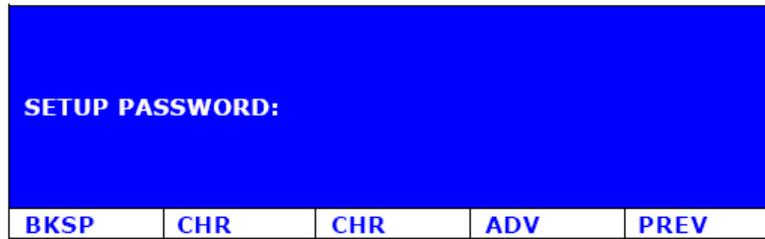
Soft keys are so called because their function is not fixed. Functionality can change as modes of operation change or as the program for your particular setup changes. There are five soft keys located directly below the display. They are labeled F1-F5 on the overlay. If the keys are needed during any operation, a descriptive label appears in the display directly above the active key. There are only five key labels available at one time but this does not limit the potential usefulness of these keys. Programs can be created to enable one key to access another level of operation with five more key names and functions.



## IV. Indicator/Scale: Operator Training

### **SETTING THE TIME**

1. Press and hold the ESC key until the Model E1310 beeps. The display asks for a password as shown below:



2. Key in 111 and press **ENTER**. . . A new soft key set appears.
3. Press the **CLOCK** soft key to access the time and date setting function.
4. The display shows the current hour value. If this is not correct key in a new value and press **ENTER** or press **ENTER** to accept the current value. . . The display shows the minutes value.
5. Repeat step 4 for minutes, seconds, year, month and day. (The day of the week is calculated automatically from the four digit year.) *Hours must be entered in military format 23=11pm, 13=1pm, 1=1am*
6. Press the **EXIT** soft key to return to normal operating mode

### **WEIGHING & RECORDING THE TYPE/LINE**

Startup: This is the normal mode of scale operation shows Soft Keys: **Weigh** Reset Setup

1. Press <WEIGH> soft key
2. Press the appropriate soft key for the weight of the bin being used.
3. Use the up and down arrow soft keys to locate the appropriate type and then press the <SELECT> soft key.  
*Please refer to Waste Worksheet (page 5) for the selected types for your company.*
4. Enter the production line (0-99). Key the appropriate line number and press **ENTER**.

*Please refer to Waste Worksheet (page 5) for the selected lines for your company.*

The indicator will now auto-tare the scale using the stored bin tare weight and record the type, line#, and net weight information in memory. The indicator will then add the net weight to the container weight accumulator. The system then returns to the startup screen.

- ⇒ After bin has been weighed/recorded, the scale must return to zero before it will allow the next bin to be processed.
- ⇒ This process will continue until the accumulated weight reaches 1) the first container target weight and 2) full container weight. Note: "Target" is a percentage (0-100%) of full container weight. A supervisor will reset the system.

### **SYSTEM REBOOT**

1. Press **C(Clear)** and hold the **C** key for five seconds to power down the indicator.
2. Press the Clear button again to power back up.

*Note: Power down/turning off the indicator will not clear any entered transactions. Transactions are recorded and saved immediately upon entry.*



## IV. Indicator/Scale: Supervisor Training

### **GETTING STARTED**

Hardware (indicator) & software arrives pre-configured based up on your *Waste Worksheet* (see page 5). The indicator is easy-to-navigate and accompanied with basic entry instructions. The simplicity of the indicator allows for all facility employees to realistically participate in entering waste volumes. Use of the indicator allows for all waste data to be recorded, saved and stored in one system.

### **MENU REVIEW**

Start-up is the normal mode of scale operation. P = Password Protected.

**Note: Password should only be provided to the supervisor. Releasing a password enables an operator to edit types, targets, and access current recorded waste data. Keep password information confidential.**

**Startup:** Soft Keys: **Weigh** **Reset (P)** **Setup (P)**

*When pressing the Set-up Soft key, it will first go to "Set-up Menu 1". Press <Next> soft key to go to Set-up Menu 2 or 3.*

**Set-up Menu 1:** Soft Keys: Bin Target Scale Id Next Done

**Set-up Menu 2:** Soft Keys: Typ/Lin Clear P-Word Next Done

**Set-up Menu 3:** Soft Keys: Delay Page E-Mail Next Done

---

### **TARGET/WEIGHT CONTAINER SET-UP** (Up to 15 types)

1. On the Start-up menu select <SETUP> soft key, then password and press **ENTER**
2. Press <TARGET> soft key
3. You will be prompted to type "full container weight" and press **ENTER**
4. You will be prompted to type "target percentage" of full container and press **ENTER**
5. Press <DONE> soft key to return to Start-up Menu.

Your Target Percentage \_\_\_\_\_(first notification) Your Full Container Weight \_\_\_\_\_(second notification)

### **CONTAINER CHANGE/RESET**

Press <RESET> on the Start-up menu and enter password (before or after container change). The indicator will record the accumulated container weight in memory and then reset the accumulated trailer weight to zero. The indicator will then return to its startup screen and await more bin processing.

#### **Hauler Alert Feature**

When the accumulated weight meets the first target weight the system will automatically transmit a page to the phone number (s) that have been setup for notification. The system will then return to the startup screen. The system will also send an e-mail to the address that has been set-up in the online dashboard under "Administration" settings.

When the accumulated weight meets the full container target weight, the system will automatically transmit an "alert" to the phone number(s) that have been setup for notification along with another e-mail (set-up via the online dashboard). The compactor cutoff output relay will energize at this time. If it has been connected to the compactor loading mechanism, it will lock out the loading mechanism. The system will then lockout any further bin processing until the accumulated weight is reset (and the container is changed).



## IV. Indicator/Scale: Supervisor Training

### **BIN SET-UP**

1. On the Start-up menu select <SETUP> soft key, then password and press **ENTER**
2. Press <BIN> soft key.
3. You will be asked if there are multiple tare weights.  
IF you press <NO>, then type the average empty weight of the bin and press **ENTER**  
IF you press <YES>, then type each of the empty weight bins as prompted and press **ENTER**
4. Press <DONE> soft key until you return to Start-up Menu

*Your Bin Average Weight\_\_\_\_\_.*

### **SCALE ID SET-UP**

1. On the Start-up menu select <SETUP> soft key, then password and press **ENTER**
2. Press <SCALE ID> soft key
3. Type up to 5 characters to identify scale.
4. Press <DONE> soft key until you return to Start-up Menu

### **PASSWORD SET-UP**

1. On the Start-up menu select <SETUP> soft key, then password and press **ENTER**
2. PRESS <NEXT> soft key
3. Press <P-Word> soft key
4. Enter current password then press **ENTER**
5. Enter new password and press **ENTER**
6. Press <DONE> soft key until you return to Start-up Menu

**NOTE:** On SET-UP MENU 2, the <Clear> button will clear all weight records stored locally in the indicator once prompted. This will not delete weights that have already been sent and stored in the Normandy WMS database, offsite.

### **TARGET PERCENTAGE/FULL CONTAINER PHONE NOTIFICATION SET-UP**

1. On the Start-up menu select <SETUP> soft key, then password and press **ENTER**
2. Press <NEXT> soft key
3. Press <NEXT> soft key
4. Press <PAGE> soft key
5. Type up to 3 phone numbers (ok to leave 2 & 3 blank) then press **ENTER**
6. Press <DONE> soft key until you return to Start-up Menu



## IV. Indicator/Scale: Supervisor Training

### **WASTE TYPE/LINE SET-UP & UPDATES**

1. On the Start-up menu select <SETUP> soft key, then type your password and press **ENTER**
2. Set-up Menu #1 will appear. Press <NEXT> soft key.
3. Set-up Menu #2 will appear. Press <Typ/Lin> soft key.
4. A list of up to 15 registered waste types will appear. Use the up and down arrow soft keys to locate the type to be edited (or a blank space) and then press the <EDIT> soft key.
5. Enter the waste type name and press **ENTER**.
6. Once all of the waste type names have been entered, select <DONE>. The next screen will show another list: LINES
7. Use the up and down arrow soft keys to locate the line to be edited (or a blank space) and then press the <EDIT> soft key.
8. Enter the waste line name and press ENTER.
9. Once all of the waste line names have been entered, select <DONE>.
10. To ensure the data settings are updated on the dashboard, immediately contact:

**Normandy Client Support 253.220.5474 X2**

\* We recommend you also update waste type & line information on your company *Waste Stream Worksheet* (available on page 5 of the Client Manual).

#### **TIP**

As the supervisor, it is helpful to make the following sheets readily available to the operators (nearby the indicator):

1. Updated *Waste Stream Worksheet*
2. *Operator Training Section* (pages 6 & 7 of *Client Manual*)

#### **Results:**

- ⇒ Better communication between management and the operators.
- ⇒ Allows operators to identify applicable waste types/lines for data entry.
- ⇒ Ensures consistency in steps taken to enter weigh and record data.

### **QUESTIONS**

Never hesitate to call us if you need additional assistance. Our client support line is open M-F 8am-5pm PST or visit our Client Support Portal at <http://www.normandywms.com/client-portal/>



## IV. Indicator/Scale: Troubleshooting

### **TROUBLESHOOTING THE NORMANDY REPORTING SYSTEM**

**PROBLEM: *The dashboard fails to update, or the green indicator light on the dashboard has changed to red.***

Open the Normandy cabinet. Is the wireless device lit up?

⇒ ***NO, the wireless device is not lit up.***

1. Ensure power is coming into the duplex outlet. If it is not, check power source and ensure router is firmly plugged in.
2. Check to ensure that the breaker is in the "on" position. If it is not, switch it to the "on" position.
3. Check the 5 amp fuse inside the breaker, and change out if necessary.

If Steps 1-3 have been completed and the router is plugged in, in the "on" position, but there are no lights, the device has most likely failed and needs to be replaced. Call **Normandy Client Support at 253.220.5474 x2.**

⇒ ***YES, but is not powering up the wireless router.***

1. System Power-cycle: Unplug router from the duplex outlet OR switch breaker OFF then ON after waiting ten seconds.
2. The router will light back up, then go through the start-up sequence.
3. Once this sequence is finished, there should be bars lit up at the top, and a blinking green light next to the Ethernet port at the bottom, where the Ethernet cord is plugged in.

If the router does not regain its connection, or if the green light on the bottom does not begin blinking, the device has most likely failed and needs to be replaced. Call **Normandy Client Support at 253.220.5474 x2.**

**PROBLEM: *The dashboard fails to update, or the green indicator light on the dashboard has changed to red AND the wireless modem has full bars and a green blinking light (indicating that it is on and connected).***

1. On the scale indicator, press and hold **ESCAPE**
2. Enter **911**
3. Press <MORE> soft key
4. Press <MORE> soft key
5. Press <NET> soft key to bring up Ethernet IT, which shows the connection type.
  - A. Status: ONLINE or OFFLINE.
    - ⇒ If ONLINE, the scale is connected to the wireless router, but failing to transmit.  
Connect a laptop directly to the wireless router and see if you can get a connection to the internet. If not, the router has probably failed. Call **Normandy Client Support at 253.220.5474 x2.**
    - ⇒ If OFFLINE, the scale is not registering communication to the next device, which is the router. Call **Normandy Client Support at 253.220.5474 x2.** The problem is with the scale.
  - B. LED: Should show GREEN GREEN Flash GREEN. If they do not appear in this order, there is no communication with the device. **Normandy Client Support at 253.220.5474 x2.** The problem is with the scale.
  - C. Watchdog: If this is not scrolling, call **Normandy Client Support at 253.220.5474 x2.** The problem is with the Ethernet card, in the scale. Press ENTER, ENTER, ESCAPE, ESCAPE.

**PROBLEM: *The dashboard fails to update AND the wireless modem has full bars and a green blinking light (indicating that it is on and connected), AND a connection to the internet has been proven.***

**Call Normandy Client Support at 253.220.5474 x2.** We will troubleshoot the system on our end. No problem.



## V. Dashboard Instructions

### GETTING STARTED:

Your private client dashboard is available 24/7 with real-time data displaying waste volumes. Using client cost/unit inputs, the dashboard displays costs associated with the waste volumes.

Our web-based software and secure cloud design allow for constant data transfer from your facility to the dashboard. Real-time, automatically updating graphs helps management and facility workers identify and communicate waste data more accurately.

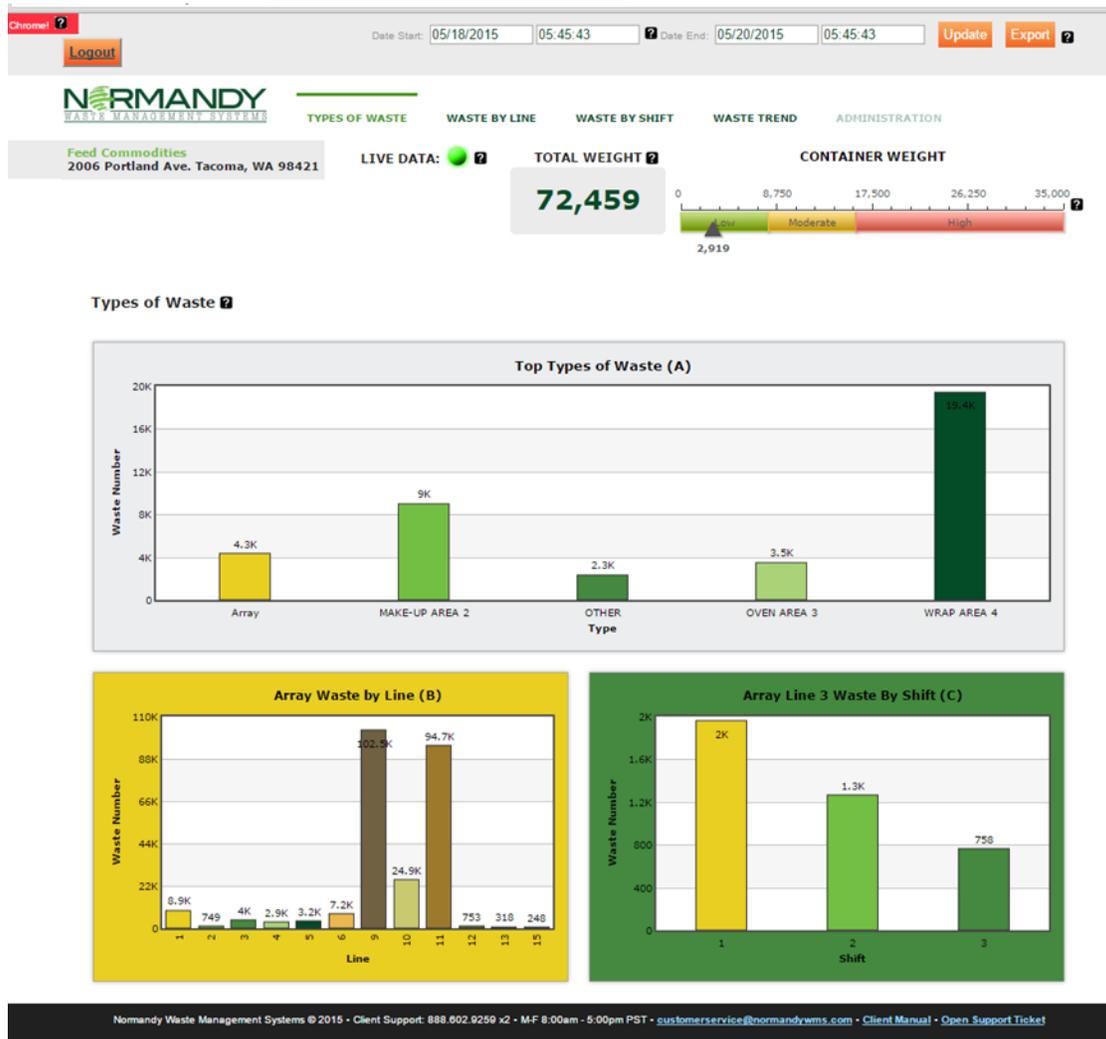
To access ALL features and the receive the optimal user-experience, please open your dashboard in a Google Chrome browser (available for desktop and Android/iOS mobile systems in the app store).

### LOGIN

1. [www.normandywms.com](http://www.normandywms.com).
2. Click CLIENT PORTAL.
3. Click **LOGIN**.
4. Enter USERNAME AND PASSWORD

### DASHBOARD WEB-BASED LOG-IN

Login via your designated company URL, username and password.



## V. Dashboard Instructions

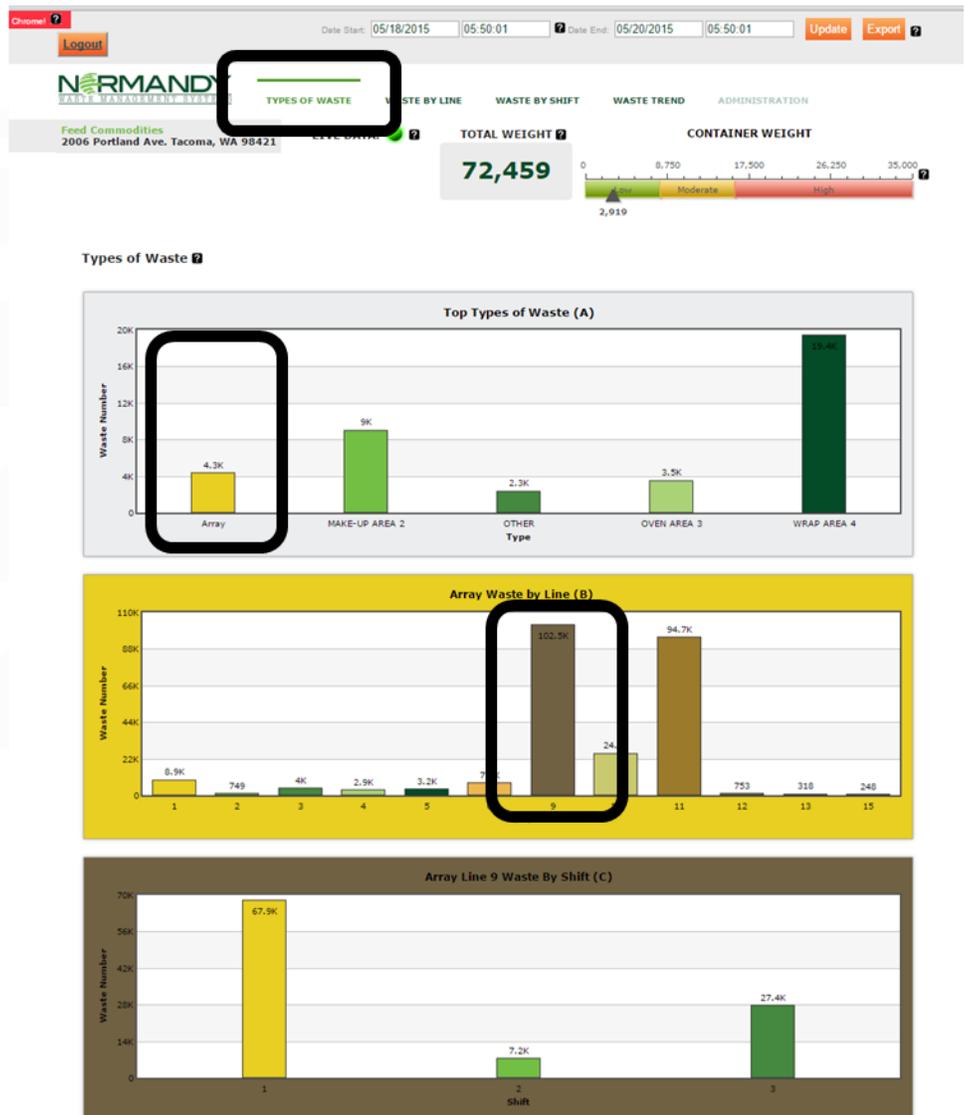
### HOME:

Real-time data viewing options:

1. Types of Waste
2. Waste by Line
3. Waste by Shift

### View: Types of Waste

- Waste type is the "Primary" category on your indicator/ & dashboard
- Waste lines are sub-categories of the type



Category

Sub-Category

Sub-Sub-Category



# V. Dashboard Instructions

## View: Waste by Line

Chrome 2 | Logout | Date Start: 05/18/2015 05:50:01 | Date End: 05/20/2015 05:50:01 | Update | Export

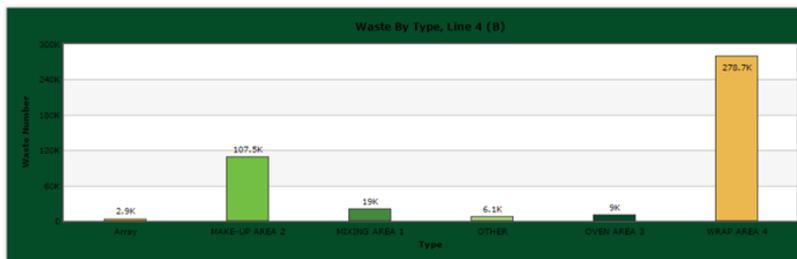
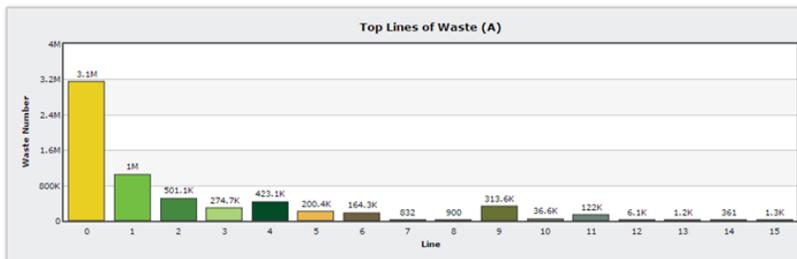
**NORMANDY**  
WASTE MANAGEMENT SYSTEMS

TYPES OF WASTE | **WASTE BY LINE** | WASTE BY SHIFT | WASTE TREND | ADMINISTRATION

Feed Commodities  
2006 Portland Ave. Tacoma, WA 98421

LIVE DATA: ● | TOTAL WEIGHT: **72,459** | CONTAINER WEIGHT: 2,919

### Waste By Line



Normandy Waste Management Systems © 2015 - Client Support: 888.602.9299 x2 - M-F 8:00am - 5:00pm PST - [customerservice@normandywms.com](mailto:customerservice@normandywms.com) - [Client Manual](#) - [Open Support Ticket](#)

### Updating Waste Types & Lines

As identified on your facility indicator, waste types and lines reflect real-time data. Upon making changes on your indicator, please confirm new type names appear on your company dashboard. Additionally, if you wish add names to your line numbers, you may do so by contacting **Normandy Client Support at 253.220.5474 X2.**



# V. Dashboard Instructions

## View: Waste by Shift

Chrome ? Logout ? Date Start: 05/18/2015 05:50:01 Date End: 05/20/2015 05:50:01 Update Export ?

**NORMANDY**  
WASTE MANAGEMENT SYSTEMS

TYPES OF WASTE WASTE BY LINE **WASTE BY SHIFT** WASTE TREND ADMINISTRATION

Feed Commodities 2006 Portland Ave. Tacoma, WA 98421 LIVE DATA: ● ? TOTAL WEIGHT ? CONTAINER WEIGHT

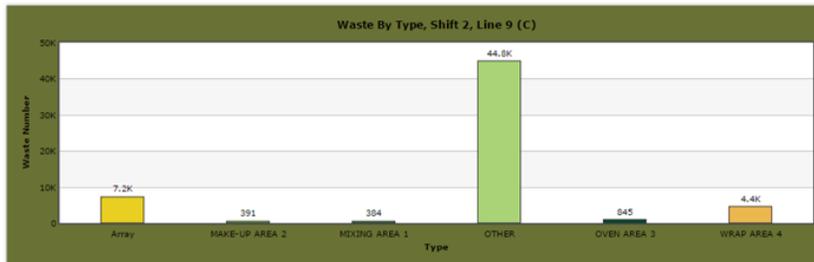
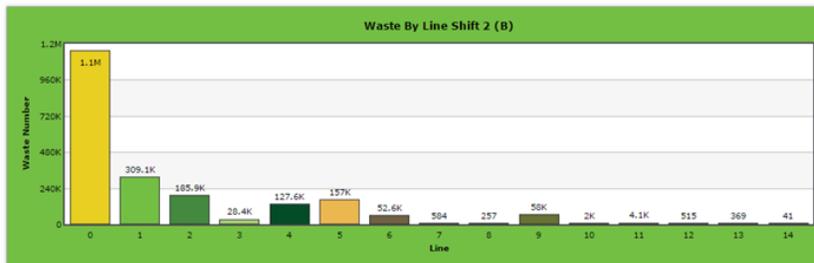
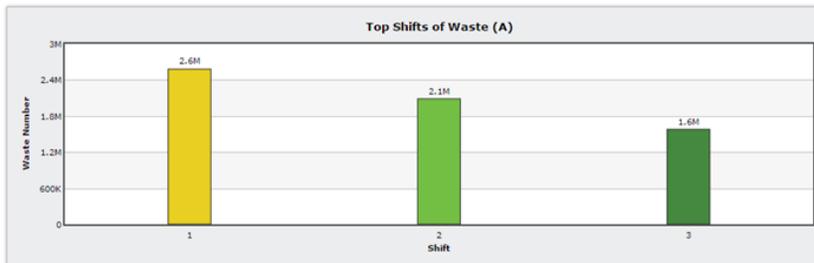
**72,459**

0 8,750 17,500 26,250 35,000 ?

2,919

Low Moderate High

### Waste By Shift ?



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### **Tooltips:**

Additional guidance on features and benefits are available throughout your dashboard.

Click on a "tooltip" indicated by the



# V. Dashboard Instructions

## FEATURES

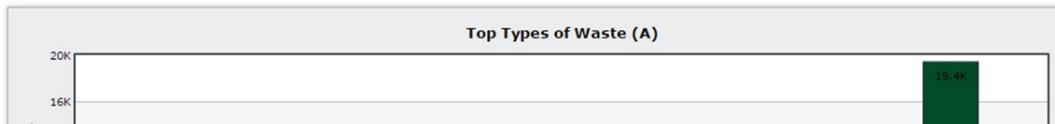
Shows whether there is an existing, live connection to the scale (green) or not (red)

Total amount of waste (lbs) accumulated during the period shown

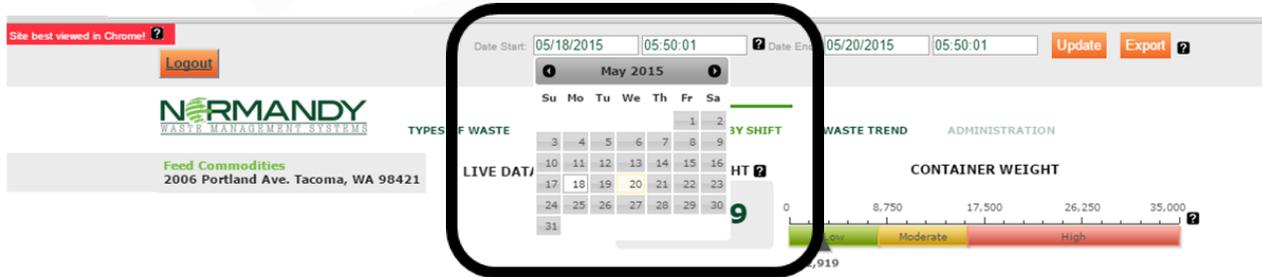
Illustrates how full the container is



Types of Waste ?



Pick the date/time parameters you want to analyze then update the data



Waste By Shift ?



## V. Dashboard Instructions

### FEATURES:

Export data into an Excel spreadsheet for use alone, or to import into company system



Scale	Date	Time	Type	Line	NetWt	Shift
Transferred	05/18/2015	06:47:28	WRAP AREA 4	5	229	1
Transferred	05/18/2015	06:52:47	WRAP AREA 4	5	114	1
Transferred	05/18/2015	06:55:29	WRAP AREA 4	3	55	1
Transferred	05/18/2015	07:25:25		3	393	1
Transferred	05/18/2015	07:50:36		9	442	1
Transferred	05/18/2015	07:52:06		9	106	1
Transferred	05/18/2015	08:12:23		11	212	1
Transferred	05/18/2015	08:18:15	WRAP AREA 4	9	87	1
Transferred	05/18/2015	08:41:13	WRAP AREA 4	11	231	1
Transferred	05/18/2015	08:48:21		11	221	1
Transferred	05/18/2015	08:53:33		11	208	1
Transferred	05/18/2015	09:01:43		11	202	1
Transferred	05/18/2015	09:33:22		11	236	1
Transferred	05/18/2015	09:39:47		11	224	1
Transferred	05/18/2015	09:46:50		11	215	1
Transferred	05/18/2015	09:52:31		11	210	1
Transferred	05/18/2015	09:59:36		11	107	1
Transferred	05/18/2015	11:02:43	MAKE-UP AREA 2	1	582	1
Transferred	05/18/2015	11:27:17	OVEN AREA 3	1	163	1
Transferred	05/18/2015	11:38:44	OVEN AREA 3	1	182	1
Transferred	05/18/2015	12:21:07	OTHER	4	270	1
Transferred	05/18/2015	12:29:54	WRAP AREA 4	2	225	1
Transferred	05/18/2015	13:03:49	WRAP AREA 4	2	515	1
Transferred	05/18/2015	13:06:19	WRAP AREA 4	1	385	1
Transferred	05/18/2015	13:22:45	MAKE-UP AREA 2	3	646	1
Transferred	05/18/2015	13:27:18	WRAP AREA 4	1	504	1



# V. Dashboard Instructions

## FEATURES



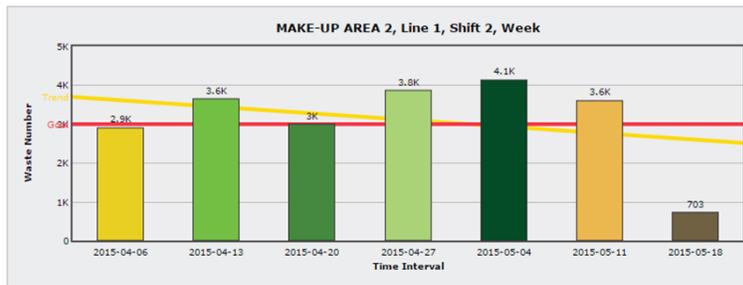
Choose Type, Line or Shift to evaluate, and Day, Week, Month or Year



Waste Trend

Type: MAKE-UP AREA 2 Line: 1 Shift: 2 Update

Day Week Month Year



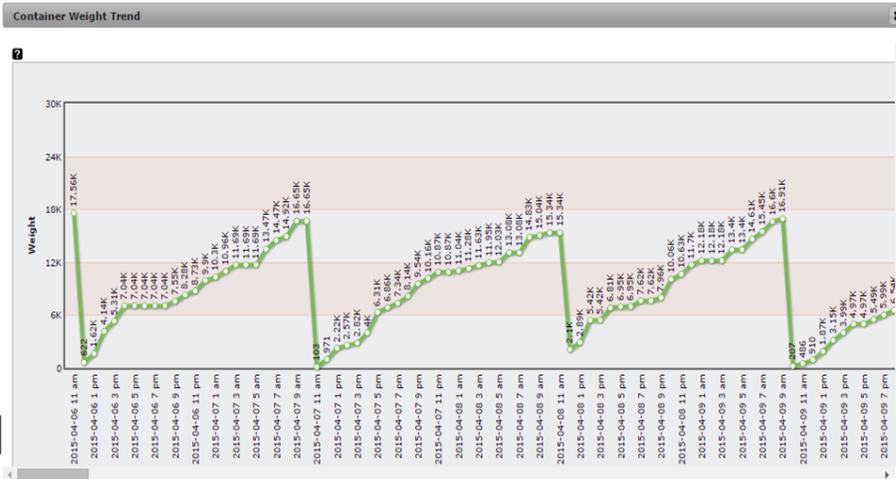
Set Waste Goal

Waste Trend Avg.

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Click on the "Container Weight Gauge" Keep track of the weights your hauler is carrying, and how many pickups are made



# V. Dashboard Instructions

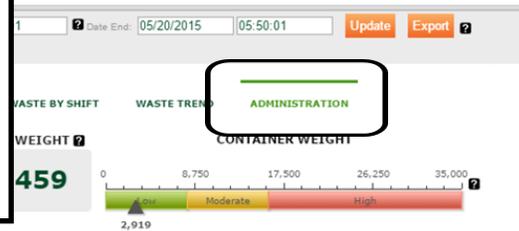
## Administrative Page

Your administrative page is password protected. Releasing an administrative password enables users to edit settings (e.g. shift times, target goals, and cost inputs).

For your administrative password, please contact:

**Normandy Client Support: 253.220.5474 x2 or customerservice@normandywms.com**

- ✓ Set low, moderate, high container weight
- ✓ Set shift times
- ✓ Specific waste goals by type, shift, or line
- ✓ Select how to display data (lbs or \$\$)



### Limits

Container Weight Limits (lbs)

Low	Moderate	High	Edit
8000	16000	35000	<a href="#">Edit</a>

2-step hauler alert (85% & 100% total container weight threshold email):

### Goal Settings

Start Date:  End Date:  Type:  Line:  Shift:  Waste Goal:  [Add New](#)

Start Time	End Time	Type	Line	Shift	Waste Goal (lbs)	Edit
2015-03-11 00:00:00	2014-12-07 00:00:00	Array	0	1	200.00	<a href="#">Delete</a>
2015-03-21 00:00:00	2015-04-30 00:00:00	WRAP AREA 4	2	2	2500.00	<a href="#">Delete</a>
2015-04-05 00:00:00	2015-04-30 00:00:00	WRAP AREA 4	2	2	10000.00	<a href="#">Delete</a>

### Toggle Dollars & LBS Setting

1 LBS =  Dollars Toggle As: Dollars  LBS  [Save](#)

### Set Email Summary Settings

All Types  All Lines  All Shifts  [Add New](#)

Type	Line	Shift	Waste Goal (lbs)	Function
MAKE-UP AREA 2	4	2	5000.00000	<a href="#">Delete</a>
All Types	All Lines	All Shifts	60000.00000	<a href="#">Delete</a>
MIXING AREA 1	1	1	5000.00000	<a href="#">Delete</a>
OVEN AREA 3	2	1	4000.00000	<a href="#">Delete</a>
WRAP AREA 4	6	All Shifts	10000.00000	<a href="#">Delete</a>

Summary Email Addresses:

[Weekly Email Summary Terms & Definitions](#)

### Shift settings

Shift 1 starts at and Shift 3 ends at:	<input type="text" value="5"/>	<input type="text" value="45"/>
Shift 2 starts at and Shift 1 ends at:	<input type="text" value="15"/>	<input type="text" value="45"/>
Shift 3 starts at and Shift 1 ends at:	<input type="text" value="1"/>	<input type="text" value="45"/>

[Save Shift Times](#)



## V. Dashboard Instructions

### Weekly Email Summary

Your facility waste data is summarized on a weekly basis in an email digest designed for widespread distribution throughout your company. Administrative users may share the weekly digest by entering the desired recipient email addresses. User accounts are not required to be a subscriber.



[Client Portal](#)  
 888.602.9259  
[sales@normandywms.com](mailto:sales@normandywms.com)

### Normandy Weekly Email Summary

This is an email summary of your Type, Line, Shift permutations for Waste Goal Performance; Weekly Performance; and Monthly Performance

Feed Commodities LLC  
2006 Portland Ave, Tacoma, WA

Total Waste Since Normandy Inception (lbs)	9,217,746
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	08/23/2015	08/22/2015	08/21/2015	08/20/2015	08/19/2015
Total Weight On Last Hauler Pick-up (lbs)	23,385	19,888	16,823	18,419	16,201
Waste Hauler Pickup Indicator	93.5%	79.5%	67.3%	73.7%	64.8%

Period	Waste Total(lbs)	4-week Average(lbs)	Waste Goal(lbs)	Waste Goal Performance	Weekly Performance	Monthly Performance
Weekly Total 2015-08-17 - 2015-08-23	247,717	235,275	60,000	-75.8%	-6.4%	-17.1%
Previous Week	231,966	224,670	60,000	-74.1%	8.6%	-2.8%

Type	Line	Shift	Waste Total(lbs)	4-week Average(lbs)	Waste Goal(lbs)	Waste Goal Performance	Weekly Performance	Monthly Performance
MAKE-UP AREA 2	4	2	597	1,034	5,000	1.8%	139.2%	16.8%
All Types	All Lines	All Shifts	247,717	235,275	60,000	-75.8%	-6.4%	-17.1%
MIXING AREA 1	1	1	0	122	5,000	2.0%	%	%
OVEN AREA 3	2	1	1,458	2,395	4,000	1.0%	38.4%	76.7%
WRAP AREA 4	6	All Shifts	2,009	2,119	10,000	3.2%	38.2%	-19.0%



Normandy Waste Management Systems  
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Client Support: [customerservice@normandywms.com](mailto:customerservice@normandywms.com)

**Phone: 253.220.5474**

Menu: Sales (1) Client Support (2)

**Fax: 866.236.5556**