Xcéla Color Brilliante User Manual

Colour Helpdesk : 0800 666 222

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Contents

INTRODUCTION TO PROGRAM CONFIGURATIONS

Xcéla Color Brilliante can be set up for two different configurations:

1) Simple formula retrieval configuration

This is the default configuration of Xcéla Color Brilliante upon a new installation of the program. You have access to the "Colours" and "Options" menu while the other menus are disabled. This configuration allows for :

searching and mixing of all colours in the database, and well as creating and mixing custom formulas, formula pricing, and preparing mixes for spraying.

This configuration is ideal for over-the-counter distributors and small to mid-size panel shops.

2) Full stock tracking and job costing configuration

This configuration allows access to all the menus in Xcéla Color Brilliante, and, in addition to the features listed above, also includes :

stock tracking (issuing, receiving, stock level monitoring), full job and stock reporting, job card management as well as the option to track and cost vehicle parts and abrasives.

This configuration is better suited to larger shops with one or more painters that makes use of a store room for correct stock tracking and issuing.

The basic workflow of this configuration is as follows :

1. Stock is received from the supplier into the store room and entered onto the system, together with their cost.
2. Stock is issued to the mix room as and when required.
3. Paint is mixed on a job card. The calculated quantity and cost is issued to the job card, and the quantity is automatically deducted from the mix room stock.
4. Abrasives and car parts may be issued directly to a job card from the store room, with their associated cost.
5. Mix room and store room stock take systems are built into the program to ensure accurate and consistent stock levels
6. A full set of concise reports are available to management detailing job costs, stock movement, on-hand stock values, mixing reports, and more.

A NOTE REGARDING THIS MANUAL

This manual is divided into sections corresponding to each menu option found in Xcéla Color Brilliante. This makes it easier to find help on the menu option you are working on.

Not all menu options are shown in Xcéla Color Brilliante at the same time; some menu options are only visible when Xcéla Color Brilliante is configured for Full Stock Tracking and Job Costing, and some are only visible when it is configured for simple formula retrieval and mixing. Please refer to the symbols below which appear under each heading in this manual :

●   This menu option is only available using Full Stock Tracking and Job Costing Configuration

●   This menu option is only available using simple formula retrieval configuration

●●   This menu option is available in both configurations

COLOURS

FORMULA RETRIEVAL ● ●

This option is used to search for a colour in the Xcéla Color Brilliante database and mix your selected formula on the scale.

There are 3 options at the top of the screen :

OEM Search : searches through car manufacturers
Custom Search : searches through all custom formulas that you may have previously created (see "Create Custom Formula" later in this section)
Mixing Ratio Search : searches through available mixing ratios to mix primer or clearcoat on the scale

To search for a colour, select the required manufacturer from the drop-down list, or select *ALL* to search through all manufacturers.

Enter all or part of the colour code, or all or part of the colour description, (you may also specify a year to narrow down your search). Click on **SEARCH** to display the results.

The results show up on a separate screen, showing concise details of each colour in the list. From here you may select the range (Basecoat or 2K) and the required variant. Click on the colour that you require in the list, and click **SELECT**. (For MULTITONE colours, clicking select will bring up a second list of colours. These will be the various colour components of that selected MULTITONE colour code).

After finally selecting the colour, you will be taken back to the previous screen, and the colour you have chosen will appear in the section titled "Colour Details". If there is a swatch for that colour, the details of the swatch will appear in the section titled "Swatch Details".

You can display the formula by entering the required quantity in litres and clicking the "Formula" button - the formula will be displayed and a pricing summary will be shown under the formula. (Click "Pricing" for a full pricing breakdown).

If you have Xcéla Color Brilliante configured for Full Stock Tracking and Job Costing, then the stock status of each toner will also be displayed and any insufficient stock will be flagged in red and the formula cannot be mixed on the scale (until sufficient stock is issued to the mix room).

Once you have selected a colour there are 5 options you can proceed with :

1. **MIX** – Allows mixing of this colour through the connected scale
2. **PRINT** – Prints out all details of the selected colour and formula
3. **PRICING** – Shows the detailed price breakdown of the current formula at the selected quantity
4. **MODIFY** – Allows you to modify the formula and save this as a custom colour
    (See Create Custom Formula)
5. **VARIANTS** – Shows available variants for the selected colour and allows side-by-side comparison

To mix the selected colour through the scale, click on the **MIX** button. You will be asked to enter a reference for the job – here you may use the customer's name, vehicle registration number, job card number, etc.

(If you have Xcéla Color Brilliante configured for Full Stock Tracking and Job Costing, then you will be asked to enter a job number, or create a new job. This information is mandatory and a colour cannot be mixed without entering this information.)

Next, you will be prompted to place an empty container on the scale. Ensure the container is clean and large enough to accept the requested quantity of product. Click OK once you have placed the container, and the scale will tare (reset to zero). Click OK.

Next, you will be presented with the mixing screen. This screen guides you through the mixing process step-by-step.
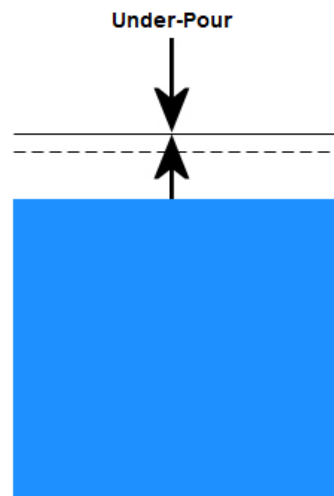
Colour Mix					
Toner	**Description**		**Required**	**Added**	**Over / Under**
XB161	**Dark Red**		**395.9**	**320.0**	**-75.9**

Colour Details

Manuf : MAZDA   Range : XCELA   B/C MET   Quantity : 1 Litres

Code : 14A   Layer : 1   Reference : TEST

Name : TOREADOR RED MET   Variant : *STANDARD*

Under-Pour

Toner	Description	Formula	Added	Reqd.	Var.	OK
XB161	Dark Red	395.9		395.9		
XP1260	Brilliant Copper Pearl	246.7		246.7		
XP1300	Medium Red Pearl	117.1		117.1		
XB163	Transparent Red Oxide	105.5		105.5		
XB105	Effect Brightener	71.7		71.7		
XB171	Dark Orange	14.1		14.1		
XB160	Brilliant Red	13.5		13.5		
XB115	White	3.4		3.4		

EXIT   NEXT TONER

At the top you will see the next required toner, and the required amount. Fetch this toner from the mixing bank and decant the required quantity into the container on the scale. You will see the graphical pouring guide on the right of the screen increase as you decant. The guide will change to an amber colour as you get closer to the target amount, then to green when you reach the required amount. If you exceed the required amount, the guide will turn red in colour.

Once you have finished decanting that toner, click **NEXT TONER**

If you have not added the required amount, you will be prompted to continue adding.
If you have added too much, you will be asked if you would like to re-calculate the formula (this adjusts the

required amounts of all the other toners to compensate for the over-pour so that colour accuracy is maintained).

The next toner will then be displayed at the top of the screen. Continue adding toners in this manner until the formula is complete, then click **EXIT** to return to the colour search screen, ready to search for your next colour.

PREPARE MIX FOR SPRAYING ●●

Here you may mix the completed colour with additives on the scale to make the colour RFU (ready for use) i.e. catalyse the colour by adding thinners / hardener to the colour as required. Xcéla Color Brilliante will automatically calculate the required additive quantity and tell you how much to add via the scale.

Select the colour you wish to prepare for spraying, then select the mixing ratio you wish to use. Xcéla Color Brilliante will then return to the mixing screen and prompt you to add the required amount of additives.

VIEW PREVIOUS MIXES ●

This option allows you to view all mixes you have previously performed on the system, sorted from most recent at the top, to oldest at the bottom. You may click on any entry and view the details, including the formula mixed and the variances.

CREATE CUSTOM FORMULA ●●

Here you may create your own formula (e.g. a formula you have matched yourself or a modified version of an OEM formula). On the left hand side, select the toner from the drop-down list, then enter the quantity in grams for that toner. Repeat down the list until the formula is complete.

On the right hand side, enter all the details for the colour (code, colour name, variant, etc).

When complete, click **SAVE**. The formula will then be saved in your custom database. You may then retrieve it, request any quantity and mix it as you would any other formula by going to "Formula Retrieval / Mix" and search by clicking "Custom Search" at the top.

MODIFY CUSTOM FORMULA ● ●

This option allows you to modify or delete any custom formula you may have previously created. Select the formula you wish to modify from the list, then change it as you wish, or delete it altogether.

MIXING BANK STOCK TAKE ●

A stock take / inventory count should be performed at least once a month in Xcéla Color Brilliante. There is one for the mix room , and one for the store room. A mix room stock take involves weighing each container on the mixing bank (including stirrer head). It will then calculate the quantity of paint in the container and tell you if there are any variances between what is physically in the mix room and what the program has "on-hand" for the mix room.

NOTE # 1 :   The mix room stock take can only weigh one of each stock code. You should only have one of each item in the mix room. If you have any extra, unopened containers they must be returned to the store room using "Return Paint Stock" under the "Stock" menu. Failure to do so will result in large variances and discrepancies in the stock take.

1. To begin the stock take click START STOCK TAKE and enter a reference (e.g. the month and year). When a stock take is in progress, no mixing may be performed.
2. Click WEIGH ITEMS. You will be prompted to place each item on the scale. This means placing the entire container on the scale, *including* stirrer head if attached. Xcéla Color Brilliante will calculate the amount of product inside the container. Once it is weighed, it will prompt you to place the next item on the scale.

3. Once that is complete, click **PRINT REPORT** to print out a concise report of what you have counted versus what you should have on-hand, and the variance between the two. There will always be a small variance; this is usual and acceptable since its impossible to have a zero variance due to minor paint spillage, etc.
4. Once you are satisfied, click on **CONFIRM VARIANCES**. This sets your on-hand stock to what you have physically weighed, i.e. Xcéla Color Brilliante adjusts everything to accurate, physical quantities. This also ends the stock take successfully.

NOTE # 2 :	Once you have confirmed variances, the stock take is finalised. Make sure that you print the report before doing this, as it cannot be printed after.

NOTE # 3 :	You may cancel the stock take at any time by clicking **CANCEL STOCK TAKE**. Be warned that if you cancel the stock take, you will have to start from the beginning with any weighing.

MIXING BANK STOCK LEVELS ●

This option brings up a list of all items in the mix room, together with their size and the current on-hand quantity (what is available in the mix room). This feature allows you to instantly check what items you have in the mix room. Clicking on any item in the list then clicking **HISTORY** will show you a complete history of that stock code, detailing all receipts, issues, returns and adjustments for that item.

DATA SHEETS ●●

Here you can view data sheets for all products used in Xcéla Color Brilliante. On the left hand side is a list of all TDS (Technical Data Sheets) and on the right MSDS (Material Safety Data Sheets). Simply click on the data sheet you want to open, and click the **VIEW** button. A document will open displaying the data sheet you have requested.

STOCK

RECEIVE STOCK FROM SUPPLIER ●

This is where stock is entered onto the system when it is received from your supplier. Each stock code must be received separately as follows :

1. Enter the invoice number, or any reference number pertaining to a receipt of goods.
2. Enter the stock code of the product being received, or click **LOOKUP** to find it in the list.
3. Pressing "Enter" in the stock code field will then bring up the description and size of the product. If the size differs to the one displayed, you may alter it in the "Size" box.
4. Enter the number of items received for this stock code under "Qty".
5. Enter the cost for one item under "Unit cost.". Press enter here, and the total cost for this receipt will be displayed.
6. Click **RECEIVE** and the item(s) will be received into the Store Room stock. You may then proceed to the next stock code in the shipment.

ISSUE PAINT STOCK ●

This option is used to move items from the store room to the mix room, i.e. deduct an item from store room stock and issue it to the mix room stock.

1. Enter the name of the person receiving the stock, or any other reference to identify this transaction for tracking purposes.
2. Enter the stock code of the product being received, or click **LOOKUP** to find it in the list.
3. Pressing "Enter" in the stock code field will then bring up the description and size of the product. It will also display the onhand quantity, i.e. how many of these items are currently available in the store room.
4. Enter the quantity of items to issue, and click **ISSUE**. Those items will then be deducted from the store room stock and added to the mix room stock.

ISSUE CAR PARTS ⬤

If you have previously set up car parts under the "Options" menu, (see "Options" section of this manual) and you have received them into stock, you may issue them here.

NOTE : Car parts may only be issued to an existing job number so that its cost may be allocated to that job.

ISSUE ABRASIVES ⬤

If you have previously set up abrasives under the "Options" menu, (see "Options" section of this manual) and you have received them into stock, you may issue them here.

NOTE : Abrasives may only be issued to an existing job number so that its cost may be allocated to that job.

RETURN PAINT STOCK ⬤

This option is used to return stock from the mix room back to the store room. This may be used in the case of an issuing error, or excess items issued.

NOTE : Only full, unopened tins may be returned to the store room.

1. Enter the name of the person returning the stock, or any other reference to identify this transaction for tracking purposes, such as the reason for return.
2. Enter the stock code of the product being returned, or click **LOOKUP** to find it in the list.
3. Pressing "Enter" in the stock code field will then bring up the description and size of the product. It will also display the total on-hand quantity of that product in the mix room, as well as the maximum number of those items that may be returned (i.e. unopened tins only). If this shows zero, then this product cannot be returned.
4. Enter the quantity of items to return, and click **RETURN**. Those items will then be deducted from the mix room stock and added back to the store room stock.

RETURN CAR PARTS ●

This option is used to return car parts from a job card back to the store room. This may be used in the case of an issuing error, or excess items issued, etc.

1. Enter the job number or press **LOOKUP** to find it in the list.
2. Under "Stock code to return", click the **LOOKUP** button. It will show all car parts issued to that job. Select the item to return here, then click **RETURN** The item will then be removed from the job card and returned back to the store room.

RETURN ABRASIVES ●

This option is used to return abrasives from a job card back to the store room. This may be used in the case of an issuing error, or excess items issued, etc.

1. Enter the job number or press **LOOKUP** to find it in the list.
2. Under "Stock code to return", click the Lookup button. It will show all abrasives issued to that job. Select the item to return here, then click **RETURN**. The item will then be removed from the job card and returned back to the store room.

CHANGE MINIMUM STOCK LEVELS ●

Here you set the minimum quantity for each product before it gets flagged as "low stock", (the quantity at which that item needs to be re-ordered). You may change the stock size and minimum quantity for each product in this list, then click **SAVE** when done.

A recommended minimum quantity for paint products is 25% of the tin size, i.e. 0.25 litres for a 1 litre tin, 1.25 litres for a 5 litre tin, etc. You may adjust these quantities according to your own usage.

VIEW LOW STOCK ●

This option produces a list of all stock items that fall below the prescribed minimum stock levels and which need to be re-ordered. This list should be printed out on a daily / weekly basis or whenever stock ordering takes place.

STORE ROOM ADJUSTMENT ●

Stock may be adjusted in the store room using this option. This option should only be reserved for cases where stock levels are incorrect due to issuing errors, or returns not being properly entered on the system. All adjustments are flagged in the "Store room history report" so any excess or suspicious adjustments can be investigated.

1. Enter the stock code of the product being adjusted, or click **LOOKUP** to find it in the list.

2. Pressing "Enter" in the stock code field will then bring up the description and size of the product, as well as the current on-hand store room stock of that product.
3. Enter the quantity to adjust. Enter a positive value to add stock (e.g. 1) or a negative value to decrease stock (e.g. -1)
4. Enter the reason for adjusting the stock – this is compulsory and is flagged under the management reports.
5. Click on **ADJUST** and the adjustment will take effect.

STORE ROOM STOCK LEVELS   ●

This option brings up a list of all items in the store room, together with their size and the current on-hand quantity. This is used for instantly checking what items you have in the store room. You may click on any item in the list and click **HISTORY**. This will show you a complete history of that stock code, detailing all receipts, issues, returns and adjustments for that item.

STORE ROOM STOCK TAKE   ●

A stock take / inventory count should be performed at least once a month in Xcéla Color Brilliante. There is one for the mix room , and one for the store room. A store room stock take involves physically counting your on-hand stock and entering the quantities into the program. It will then tell you if there are any variances between what is physically in the store room and what the program has on-hand for the store room.

1. To begin the stock take, click **START STOCK TAKE** and enter a reference, e.g. the month and year. When a stock take is in progress, no issuing, receiving, returns or adjustments may be performed.
2. Click **PRINT SHEETS AND COUNT**. This will print out a list of all store room items with a space to write in the count. You need to physically count how many of each item you have and write it on the sheet in the space provided.
3. Once complete, click **CAPTURE COUNT**. Here you enter each stock code, and the quantity you have counted for each item.
4. Once that is complete, click **PRINT REPORT** to print out a concise report of what you have counted versus what you should have onhand, and the variance between the two. Ideally the variance should be zero if all issuing, receiving, returns, etc have been performed correctly on the system.
5. Once you are satisfied, click on **CONFIRM VARIANCES**. This sets your onhand stock to what you have physically counted, i.e. adjust everything to accurate, physical quantities. This also ends the stock take successfully.

NOTE # 1 :	Once you have confirmed variances, the stock take is finalised. Make sure that you print the report before doing this, as it cannot be printed after.

NOTE #2 :	You may cancel the stock take at any time by clicking "Cancel Stock Take". Be warned that if you cancel the stock take, you will have to start from the beginning with any capturing.

REPORTS

JOB PRICING REPORT

Select the range of the report by entering the "from" and "to" date, or alternatively enter the first and last job numbers. This report shows a breakdown of each job, showing the products used on each job, and their associated costs. A grand total for the selected period or job range is displayed at the end of the report.

EXPORT JOB PRICING

After entering the date or job range, the costs for each job are then exported to a comma separated value (csv) file, the location of which you may specify. This csv file may then be opened and viewed in Excel, or imported into any other program that allows csv file imports.

PAINTER REPORT

If you make use of the user logon feature of Xcéla Color Brilliante (See "User Access" under the "Options" section) and if you have a number of mixers or painters, then each mix can be logged under the mixer's name. This report breaks down the mixes performed by each mixer, and details how many times they have over-poured a toner, how many times they have re-formulated an over-mixed formula, and many more details. This report is therefore vital in checking the consistency and accuracy of each of your mixers.

MIX ROOM HISTORY REPORT

This report is a log of all activity in the mix room. It details the issuing and receiving of each and every product for the specified date range, including when a product is used in a mix. This report is used for tracking all stock activity in the mix room.

MIX ROOM CURRENT STOCK REPORT

This report shows all the stock currently in the mix room. It lists the unit cost of each product, as well as the on-hand quantity, and total value of the product. A grand total is provided at the end of the report.

STORE ROOM HISTORY REPORT

This report is a log of all activity in the store room. It details the issuing and receiving of each and every product for the specified date range. This report is used for tracking all stock activity in the store room.

STORE ROOM CURRENT STOCK REPORT ●

This report shows all the stock currently in the store room. It lists the unit cost of each product, as well as the on-hand quantity, and total value of the product. A grand total is provided at the end of the report.

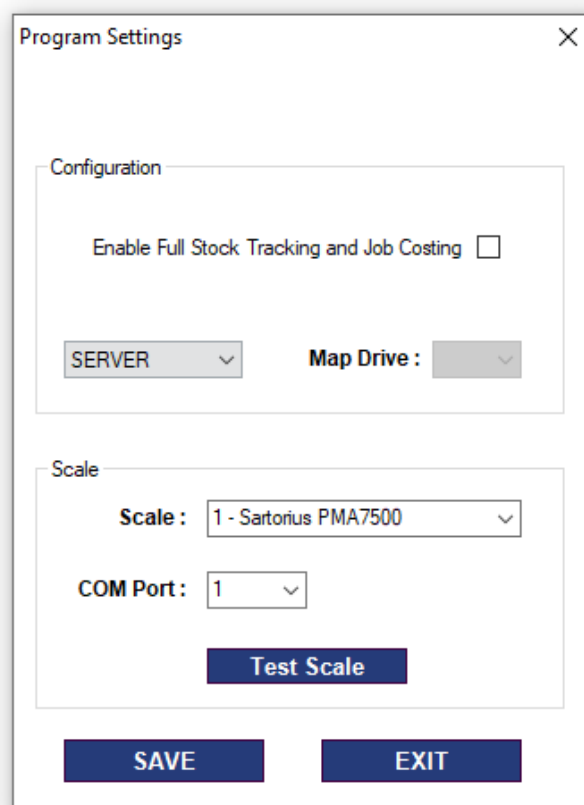# OPTIONS

PROGRAM SETTINGS ● ●

CONFIGURATION :

Check "Enable Full Stock Tracking and Job Costing" to configure the program to use job cards, to keep full check of on-hand stock values and to enable reporting. Disable this to configure the program for simple formula lookup and mixing only.

If there are a number of computers using Xcéla Color Brilliante that are networked together you can specify if this computer is a Server or a Client. Selecting "Client" also enables you to select the map drive to the server. (Please contact your local representative should you wish to run Xcéla Color Brilliante on a network)

SCALE :

Select the type of scale that is connected to the computer, and which COM port it is using. Click on TEST SCALE to check the connection to the scale. If successful, you should see the scale reading displayed on the computer screen.

SET LANGUAGE

Here you may select the language for the Xcéla Color Brilliante program. After selecting a language, you will need to re-start the program for changes to take effect.

USER ACCESS

By default, there is no username or password required to start the Xcéla Color Brilliante program. If you want to add full user access to your system, then you may "Enable User Logon" here. You may then add new users, assign them passwords, and also specify what menu options they may access by selecting the required Permissions at the bottom of this screen. Changes will only take effect after Xcéla Color Brilliante is re-started.

SET TONER PRICES

Here you may set the pricing for each Xcéla Color Brilliante stock item so that the program can calculate formula costs when you look up a colour. You may enter various mark-ups or discounts to the base price, as well as apply an exchange rate conversion from the South African Rand price, creating various different price structures in the three columns. Make sure you enter the price for a full container of the specified size so that costs are calculated correctly. Sizes can also be modified here if required.

Set Toner Prices

Toner	Description	Size	ZAR	Price 1	Price 2	Price 3
ASA	Anti-Silicone Solution X504	1	146.50	146.50	146.50	146.50
ASD	Anti-Static Degreaser X406	1	71.20	71.20	71.20	71.20
BCC	2K Brillar Clear Coat X103	1	129.00	129.00	129.00	129.00
BRN	Basecoat Reducer X404	1	59.80	59.80	59.80	59.80
ECC	2K Express Clear Coat X101	1	179.00	179.00	179.00	179.00
ECH	2K Express Clear Hardener X200	1	249.00	249.00	249.00	249.00
ETP	1K Etch Filler Primer X308	1	162.00	162.00	162.00	162.00
GSR	1K Grey Spot Repair Primer X307	1	158.00	158.00	158.00	158.00
HSP	HS 5:1 Primer X301	1	121.00	121.00	121.00	121.00
HSPH	HS 5:1 Primer Hardener X204	1	285.00	285.00	285.00	285.00
HSSP	HS 5:1 Span Primer X302	1	125.00	125.00	125.00	125.00

Exchange Rate of Local Currency Based on ZAR :

1

APPLY

Percentage Discount / Markup for Price 2 :
(Based on Price 1)

SOLIDS : 0
METALLICS : 0
PEARLS : 0
ANCILLARIES : 0

APPLY

Percentage Discount / Markup for Price 3 :
(Based on Price 2)

0   APPLY

SAVE

EXIT

EXPORT / IMPORT TONER PRICES ●

All toner prices can be saved to a file on the PC or a flash disk, to be imported into another computer using Xcéla Color Brilliante. This is especially useful if you want the same pricing on a number of computers : toner costing can be set up once on one computer, then exported to all the other computers.

ADD / DELETE ABRASIVES or PARTS ●

If you wish to calculate pricing and keep track of abrasives and sundry stock or vehicle car parts, you may add or delete each item here. You will need to enter a stock code and description for each item. Once this is done, you may receive and issue the item as you would any other stock item.

ACTIVATION KEY ●●

Every installation of the Xcéla Color Brilliante program has to be registered. If a program is not registered within a few days, the program can no longer be accessed.

The program is registered by supplying us with the serial number on this screen, which is unique to your computer. We will then provide you with an Activation Key and Expiry Date, which you must enter here, together with the name of your business. Once this is done successfully, the program will be activated and you may use it without limitations.

The registrations are renewed annually and you will be provided with a new activation key before the expiry date each year.

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