

**MetEQ**

**MetEQ Gage**

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# MetEQ Gage Quick User Guide

## MetEQ Gage Ver 3.0

MetEQ Gage is a program for keeping track of gages in the machine shop or in plant. Fields for the Gage information are user definable and can be as many or as few as you want.

For latest information and downloads visit <https://www.meteq.co.in/gage-control>

# Overdue Gages

This grid shows a list of gages that are due for Recalibration. These gages automatically appear here when the due date on the gage comes up. MetEQ Gage always displays this page first so you can always be up to date on your calibrations.

CheckedOut	PCI ID #	Suffix	Gage Type	Description	Gage L...
	PCI-7010665	SN: 701066	Caliper - Digital	Digimatic .0000 - 8.0000"	Q.A. M...
	PCI-HG	SN: 599-57	Caliper - Analog	6" DIAL CALIPER	Andy L...
	PCI-100	S/N 18160	Digital Thermometer	Digi-Sense -50C to 750C	Solder L...
	PCI EA E-60NC	Lot# LO8G	Adhesive EA E-60NC	Loctite	YELLOW
	EpoPro 294B	Batch#SPR	Epoxy - Hardener	Epoxy Encapsulating Hardener	Yellow C...

Double-clicking on any of the gages in the grid will bring you over to the [Calibration](#) page with the current gage data filled.

The list can be sorted by different columns by clicking on the column headers.

You may want gages to appear on this display the day they are overdue, or one or two weeks before they are overdue so you can catch them ahead of time. On the settings page, you can set the time limits of what you want to show on this list. See [overdue display settings](#) .

All the items in the Recalibration list can be printed out in a report by pressing the [Print](#) button. The [Preview](#) button will show a preview of the same report.

When a gage is highlighted on the list, you can press the Recalibrate Gage or Edit Gage button and they bring you to the appropriate page.

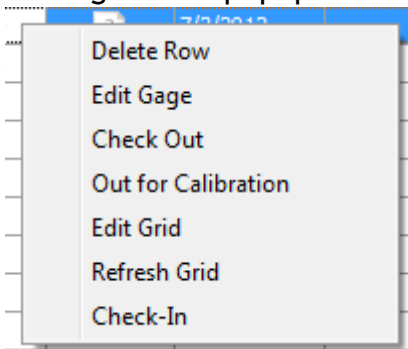


**Edit Gage** - When you go to the Edit Gage tab from here the highlighted gage will be automatically put in the Edit Gage page for editing. If you have turned on "Edit Grid" then you are able to edit the values directly in the grid on the Find Gage page.

Gages - Click Column Heading to Sort

Check Out	GageSN	Suffix
✓	7G-00046	001
🔧	7G-00059	001
✓	7G-00069	001
✓	7G-00018	005
🔧 NO KIT		001
✓ MACHINE		001
🔧 MACHINE INCOMPLETE		001
📦 CRIB		001
🔧 CRIB INCOMPLETE		001
🔧 CALIBRATION		001
🔧 PERMANENT		001

The right-click popup menu also has many of the same items available.



## Edit or Add Gage

This is where you add the gages into the database or edit the existing ones. The fields displayed here are user definable in the [Settings](#). There can be as many or as few as you want.

MetEQ Gage

File Overdue Find Gage Edit Gage Calibration Check-In

Generate S/N Cancel Changes Forward  
Copy to New Gage Save Changes Back  
Add New Gage  
Edit Gage Navigation

**Edit Gage Data**

Quality A	
Calibrati	
Manufac	BROWN & SHARPE
PCI ID #	PCI-HG
Suffix	SN:599-579-3
Gage Typ	Caliper - Analog
Descripti	6" DIAL CALIPER
Gage Loc	Andy L.
Due Date	6/7/2020
Frequen	12
Drawing	
Picture	V:\Delphi-Current\GageControl-Sydney
Active	<input checked="" type="checkbox"/>
GageMer	a

**Picture**

**Test Points - Right Click to Add/Delete**

Test Point
.0625
.125
.250
500
1.000

25 Gages

**Generate S/N** - This is a handy button for finding the next serial number to use. If you use a system of consecutive numbers like 1001, 1002, 1003 etc., pressing this button will find the highest number already used and enter the next higher into the Serial Number box. If you want to use a standard prefix on the serial number, put the prefix in the Settings page. This will only work on a database field named "GageSN" and when all the serial numbers have the same format.

**Copy to New Gage** - This will create a new gage and copy all the data to it except for the Serial Number.

**Add New Gage** - This will create a new blank form for a new gage.

**Save Changes** - Will save the edits you made. This form doesn't save the changed data until you save with this button.

**Cancel Changes** - The form is reverted back to the original data in case you want to start over. You can revert after you press the save button.

**Test Points** - This is where you enter the items that need to be tested during the calibration. This list is displayed on the calibration page every time you make a new calibration so you can fill in the actual results of these required tests. This is a plain text field so you can put anything you want here, like "Silver plated." On the results page you can also write anything you want as a checking result. To add more rows for new test points, press the down arrow key or the insert key. Delete with right-click menu

**Picture and Memo and Hyperlink fields** - In most places in MetEQ Gage, in the grids and edit boxes, if a field has "PICTURE" or "MEMO" or "HYPERLINK" in the field name, then edit widows or file browsers popup when the cell is double-clicked. In the Add/Edit Gage double click the item to bring up a Open Dialog for inputting a filename. You can right click on the item for a menu to display or run. In Gage Control you don't put pictures in the database, you only put the filename into a field. The pictures are displayed on the Edit Gage page when it finds the filename. If there is a field in the database named "PictureLink" and it has a filename in it, that picture file will be loaded into the picture area on the right.

If "Hyperlink" is part of the filename you can display this file by right-click and choose "Run Hyperlink".

For instance, you can have a PDF file name in the field it will open in the default PDF viewer.

**Navigation Arrows - Forward** and **Back** buttons move to the next or previous item in the Find Gage grid on Find Gage page. The list that the arrows are navigating through depends on what page you came from. So if you were on the Overdue page and went to the Edit Gae page, the navigation arrows would be going to the next and previous row in the Overdue page. And the page name is shown in red.



# Calibration

This page is for entering a new gage calibration for an existing gage. The grid shows all the past history of calibrations for this gage. To enter a new calibration for this gage, fill in the boxes in the "Calibration Info" and "Test Points" area. These are user [definable](#) fields in the "Calibration Info".

The screenshot shows a software window titled "Calibration" with a menu bar (File, Overdue, Find Gage, Edit Gage, Calibration, Check-In) and a toolbar with buttons for Preview, Print, Single/History selection, Forward/Back navigation, and Save New Calibration. The main area is divided into several sections:

- Calibration Info:** A form with fields for Inspector (JP), Disposition (Conforms), Test Memo, and Standard (7G-00912).
- Gage Data:** Fields for S/N (RJ-0018), Description (1-2 O.D.MIC), Due Date (12/18/2020), Location (SHOP), and Frequency (6 Mo.). A Memo button is also present.
- Test Points:** A table with columns for Test Point and Result.
 

Test Point	Result
1.000	1.000
1.500	1.500
2.000	2.000
- Calibration History:** A table showing past calibrations.
 

Gage_ID	CalibrationDate	Disposition	Inspector	Test Memo	Standard
4194	6/18/2020	Conforms	JP	a	7G-00912
4194	8/20/2016	Conforms	JP	a	
4194	7/10/2016	Conforms	JP	a	

The window title bar at the bottom left shows "RJ-0018".

The entries can have dropdown boxes with choices to make data entry as quick and easy as possible.

The Test Points belong to this gage. They are originally entered on the Edit Gage page. Then they are displayed every time this gage is calibrated for you to fill out the results.

You have to press the "Save New Calibration" button in order to save the Info and Test Points.

When you make a new calibration, the next "DueDate" is automatically recalculated. The DueDate field in the GageMaster table will be updated.

In normal operation, there is no "CalibrationDate" field displayed in the Calibration Info edit boxes, and today's date is used for the CalibrationDate. The Frequency value is used to add on that many months to the CalibrationDate to get the next DueDate.

Alternatively, you can [display the CalibrationDate](#) in the edit boxes and enter a CalibrationDate different from today, the next DueDate will be calculated from that date. For instance, if you needed to add a gage that was calibrated a month ago already, you can back date the CalibrationDate a month, then the next DueDate will be the Frequency in the future less one month.

When the DueDate Changes it will disappear from the Overdue page until next DueDate arrives.

[Navigation Arrows - Forward](#) and [Back](#) buttons move to the next or previous item in the Find Gage grid on Find Gage page. The list that the arrows are navigating through depends on what page you came from. So if you were on the Overdue page and went to the Edit Gage page, the navigation arrows would be going to the next and previous row in the Overdue page. And the page name is shown in red.

[Grid Popup Menu](#) - There is a right-mouse-button popup menu on the bottom grid for editing and deleting history items.

If you hold down the control key and click on one of the rows in the Calibration history grid it will fill in the Calibration info and the Test Point results for that calibration.

There is no provision for changing the data in an old previous calibration test point result.

# Check-In

A gage that has been [checked-out](#) can be checked-in here. Click and highlight the gage in the grid that you want to check-in and click the Check-In button. You check out the gages only on the Find Gage page.

The list can be sorted by clicking the column headers.

The screenshot shows the 'MetEQ Gage' application window with the 'Check-In' tab selected. The interface includes a menu bar with 'File', 'Overdue', 'Find Gage', 'Edit Gage', 'Calibration', and 'Check-In'. Below the menu bar are several toolbars: one with 'Preview' and 'Print' buttons, another with 'Clear Filter' and 'Clear Groups' dropdowns, and a central 'Check-In' button. To the right of the 'Check-In' button is a 'Refresh Grid' button and a dropdown menu for 'Custom Reports'. Below these toolbars is a table titled 'Gages Checked Out' with the following columns: 'CheckedOut', 'PCI ID #', 'Suffix', 'Gage Type', 'Description', and 'Gage Location'. The table contains five rows of data, with the second row highlighted in blue. A status bar at the bottom of the window indicates '5 Gages Checked Out'.

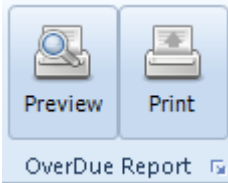
CheckedOut	PCI ID #	Suffix	Gage Type	Description	Gage Location
	PCI-0003	LEAK TES	Gage - Pressure - Air	0 - 15 PSI	WIP (Leak Test Area)
	PCI-HG	SN:599-5	Caliper - Analog	6" DIAL CALIPER	Andy L.
	EpoPro 294B	Batch#SF	Epoxy - Hardener	Epoxy Encapsulating Hardener	Yellow Cabinet
	GRT-7130	.7130 Go	Gage - Ring - Thread	3/4'-20 UNEF-2A SPL	Final Inspection
	PCI-100	S/N 1816	Digital Thermometer	Digi-Sense -50C to 750C	Solder Lab

**Custom Reports** - If you have any custom reports, put them in the user data path and they will appear in this drop-down box for easy preview and printing.

## Reports

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The Overdue, Find Gage, Calibrate and Check-in pages have Print and Preview buttons.



The report template files that are being used are entered into the boxes on the [Settings-Reports](#) page.

When you print a report the appropriate data is put into the report template then printed.

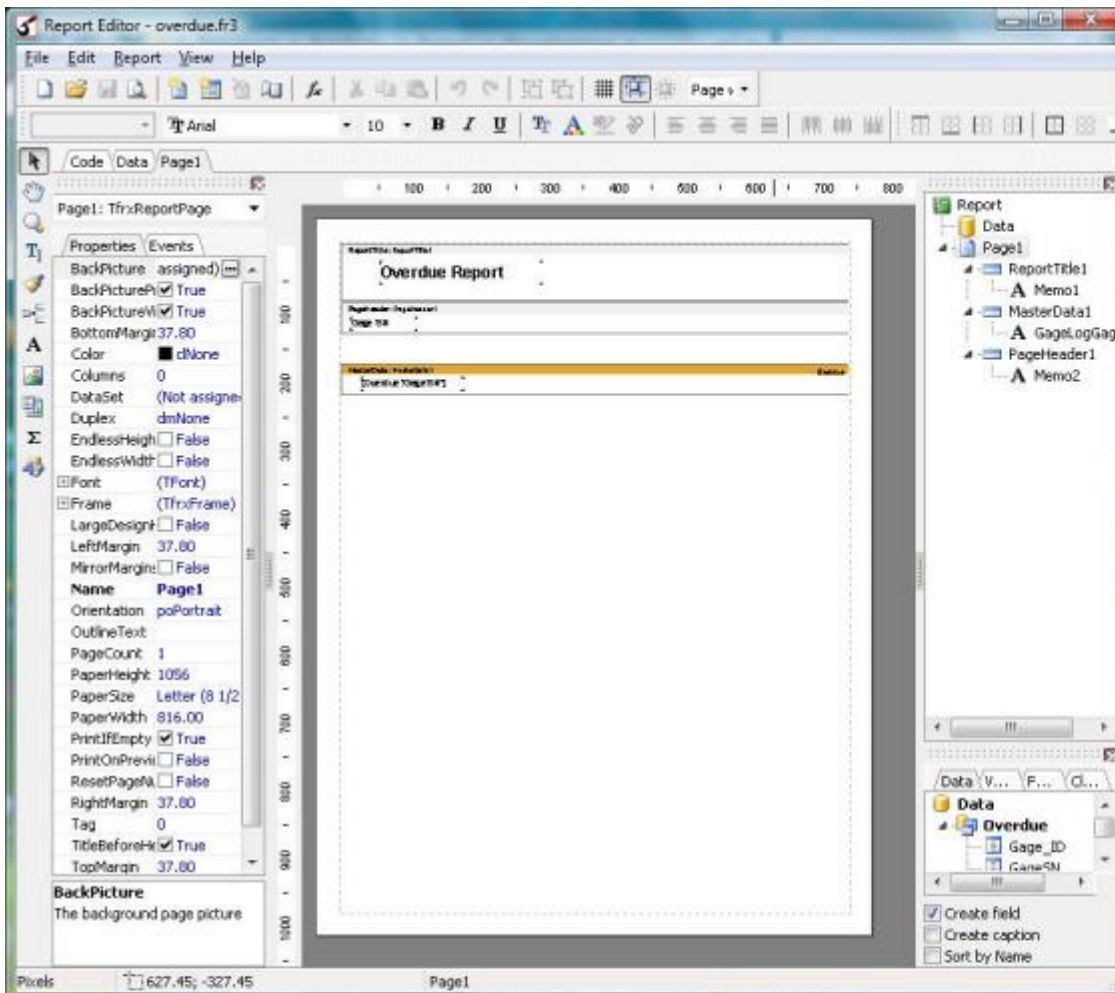
MetEQ Gage comes with examples for all the report templates.

When you filter the data in the grids, the data is also filtered in the reports.

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### Report Editor

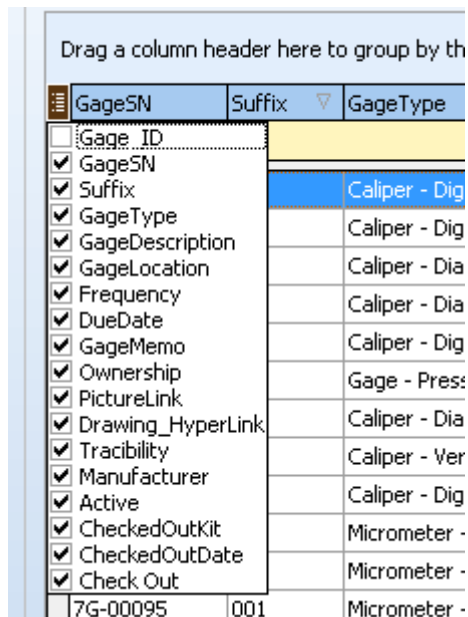
MetEQ Gage comes with its own built-in report editor. The Reports are printed using a user defined template. The template can be created and edited with the report editor. Clicking on the "Edit" button next to the report on the [Settings-Reports](#) page will open the report editor. Any number of different templates can be made for different forms of output. There is a help file with information on how to create and edit the templates. On the Settings menu press "Report Help" (ReportDesignerFR.CHM)



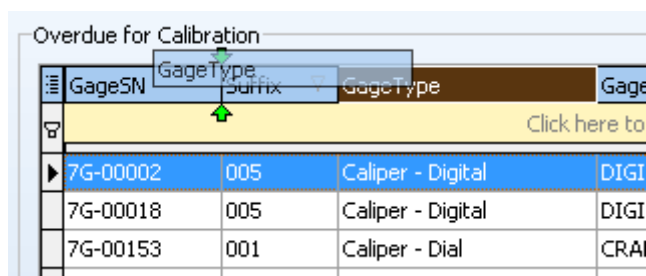
## Grid Customizing

There are several customizing features on the grids to get them the way you want. The grid settings are automatically saved for each user.

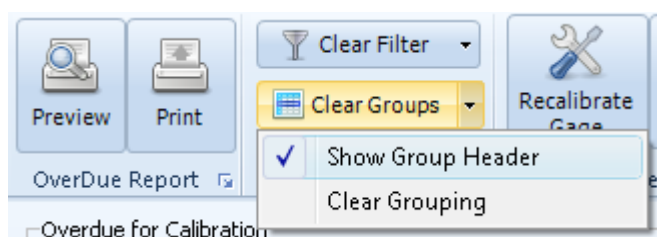
**Columns to Display** - You can choose which database columns to display by clicking the top left button on the grid. This will display a drop-down list of all the fields in the database. You can turn each column on and off. You can also drag and drop the items in the list to re-arrange the columns.



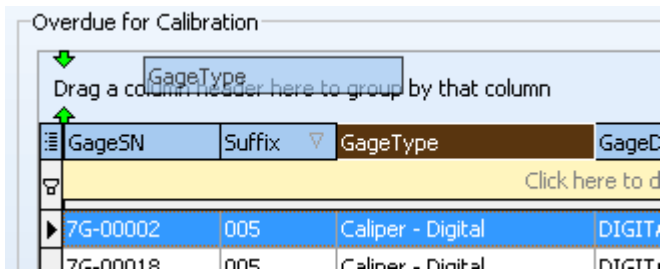
**Arrange the Columns** - You can put the columns in the order you like by dragging and dropping them over to another column.



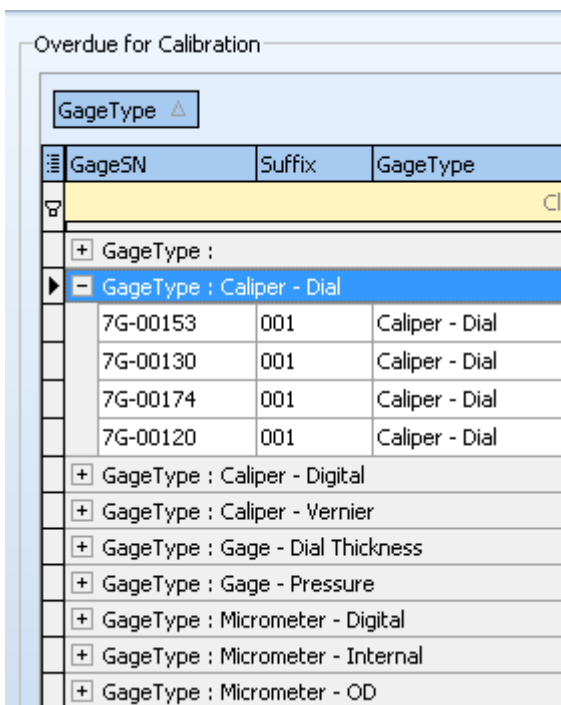
**Grouping** - You can group the data by column headers. Turn on the Group Column Row by clicking the down arrow on the **Clear Groups** button and **Show Group Header**.



Drag a column header into the grouping row.

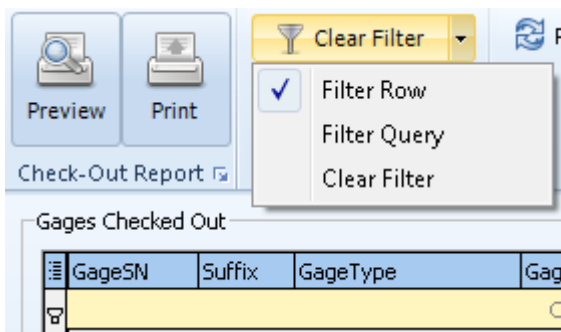


Then the items in the grid are grouped by that column. Each group has a plus/minus box to open and close the group.



You can group by multiple columns. The [Clear Groups](#) button will clear and remove all the grouping.

**Filtering** - You can filter by multiple columns. The [Clear Filter](#) button will clear all filtering to the grid.



GageSN	Suffix	GageType	Gage
		Caliper - Dial	
7G-00153	001	Caliper - Dial	CRA
7G-00130	001	Caliper - Dial	DIAL
7G-00174	001	Caliper - Dial	MITU
7G-00120	001	Caliper - Dial	MITU

**Sorting** - You can sort the data in the grid by clicking the column header. An arrow in the column header shows if the column is sorted and whether ascending or descending. When clicked, it toggles between the two.

To sort by multiple columns, column headers should be clicked while holding down the Shift key. When data is sorted by a column, a small arrow is displayed in its caption indicating the current sort order. You can stop sorting against a particular column by clicking its header again while pressing the Ctrl key.






**Refresh Grid** - Most operations will automatically update the other grids when needed. There is a Refresh Grid button that may be needed when making changes in one grid, or making changes to the database outside of MetEQ Gage. The F5 function key also does this.

**File Links** - Any field that has "hyperlink" in the field name can be run from GageControl grids. There will either be a "Run Hyperlink" item on the right click popup menu or double-click will open the file. Hyperlink fields should be a text or memo field that hold the full path and filename.

For instance, you can open PDF files that have the filenames stored in the fields as long as that file type is already associated with Adobe reader to open those kinds of files. Make sure whatever type of file name you are storing in the field is associated with a program that can open it.

The field must be put in the Displayed Fields settings for the memo edit box to take effect in the grids.

Displayed Fields for Edit Calibration data

Order	Heading	FieldName	ListItems
2	Inspector	Inspector	
3	Disposition	Disposition	
4	Test Memo	TestMemo	
5	Standard	Standard	
6	Docs	pdf_hyperlink	

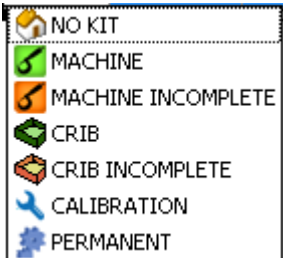
Double-clicking on a Hyperlink field in the Calibration Info will open the file explorer so you can add a filename.



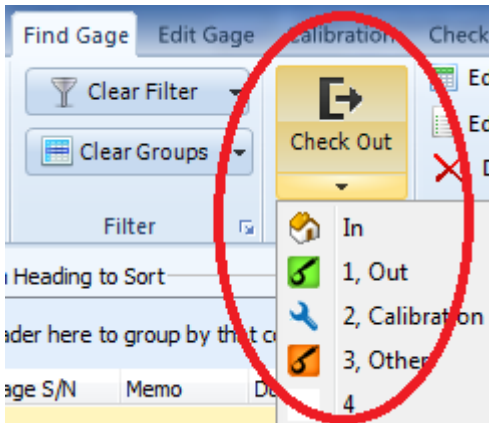
## Check-Out Gages

If you want to keep track of the gages that are taken out of the tool crib, you can use the Check-In and Check-Out. You can see all the gages that are currently checked out and where they are and what they are used for.

Each gage can be marked with an icon that shows where it is.



**How to Check-Out a Gage** - On the "Find Gage" page you can mark a gage as checked out by highlighting that row and pressing the "Check Out" button. This will add that gage to the list on the Check-In page.



On the bottom of the Check Out button you can have more icon choices.