

# Lindos user manual

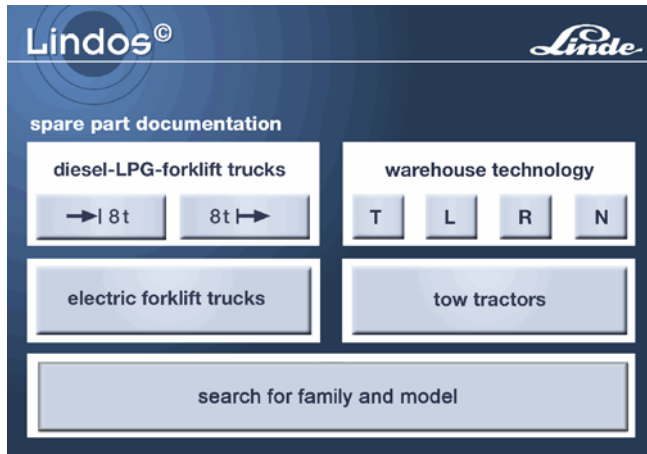
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**Some of the software pictures in this manual are not shown in the installation language as the programm language of some messages depends on the operating system.**

## 1. Introduction

Please start the program with the button "Lindos".

It is available in all Windows versions in the program group "Lindos".



When using the entry by model-no. the same view is displayed in full screen.

This is the main menu for industrial truck applications. Here you can select the requested application.

The spare part catalogues are subdivided into different product groups. Through "entry by model-no." you will find all spare part catalogues.

## 2. Selection of requested Spare Parts Catalogue

### 2.1 Selection of the spare part catalogue through product family

Example:



diesel-LPG-forklift trucks up to 8 t

Here you are able to select the requested truck model.

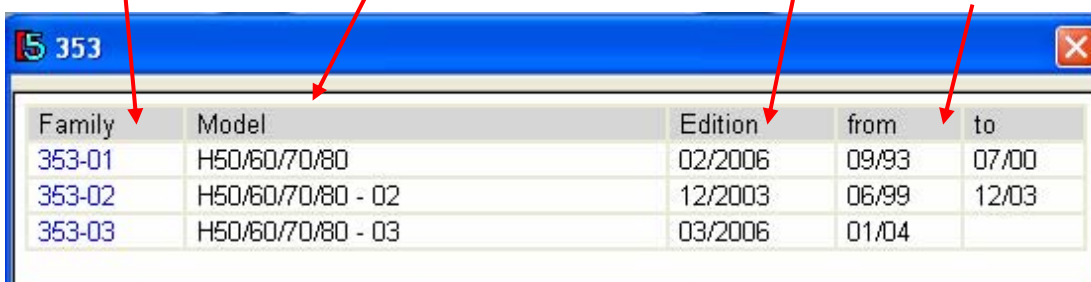
After having selected a model you will generally receive a sub menu, in which additional information for the selected catalogue will be shown:

Example:

Model 353, truck type H 50-80,

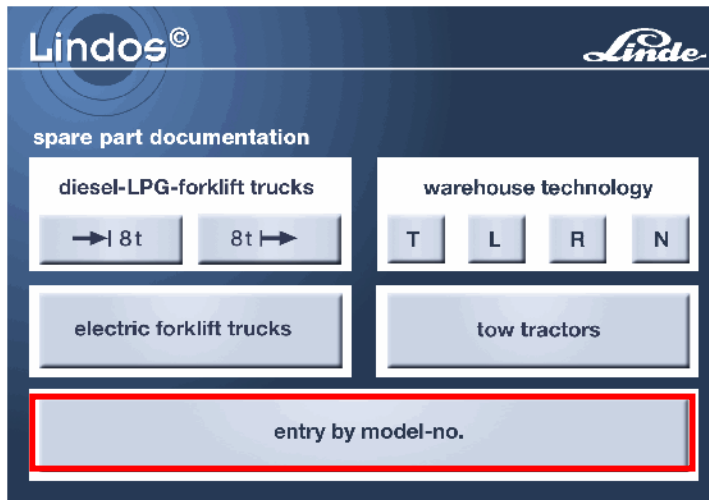
catalogue  
Issue

year between  
09/93 and 07/00



Family	Model	Edition	from	to
353-01	H50/60/70/80	02/2006	09/93	07/00
353-02	H50/60/70/80 - 02	12/2003	06/99	12/03
353-03	H50/60/70/80 - 03	03/2006	01/04	

## 2.2 Spare part catalogue selection via "Search by series and type"

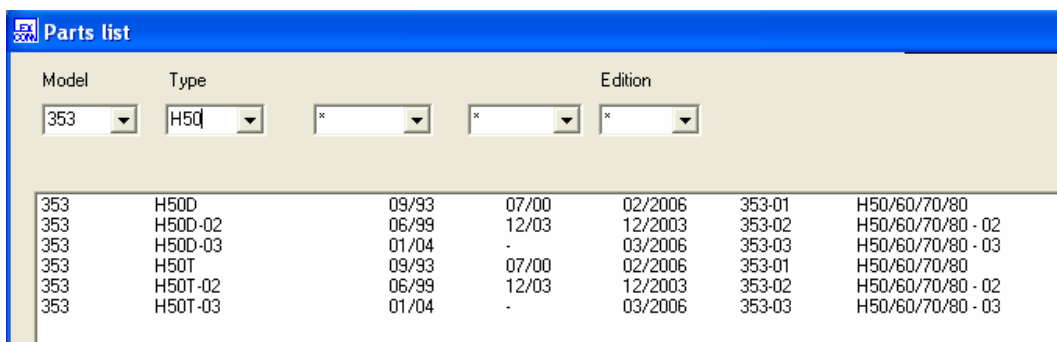


You can select the spare part catalogue which you require using this search screen if you do not know which product family the device belongs to

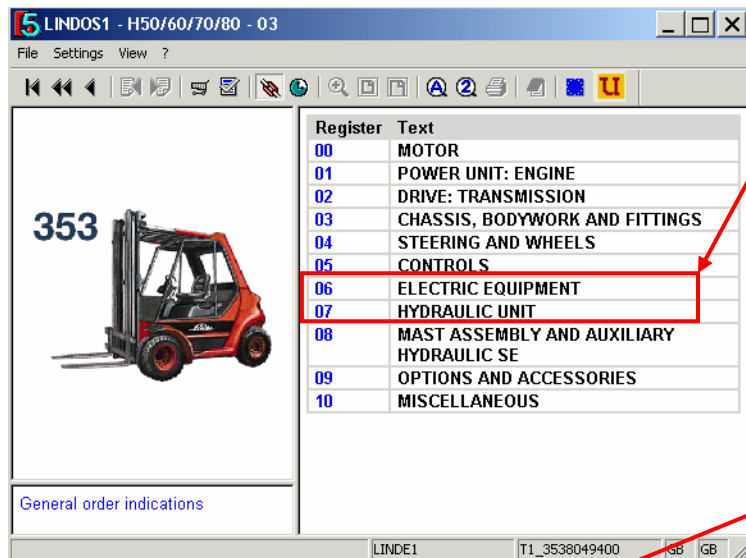
All truck types from a specific series are displayed here:



It is possible to continue narrowing down the number of possible types using the various fields. Information about the parts can be entered in these fields, e.g. "H50" in the "Type" field (there is no need to include \* in the entry):

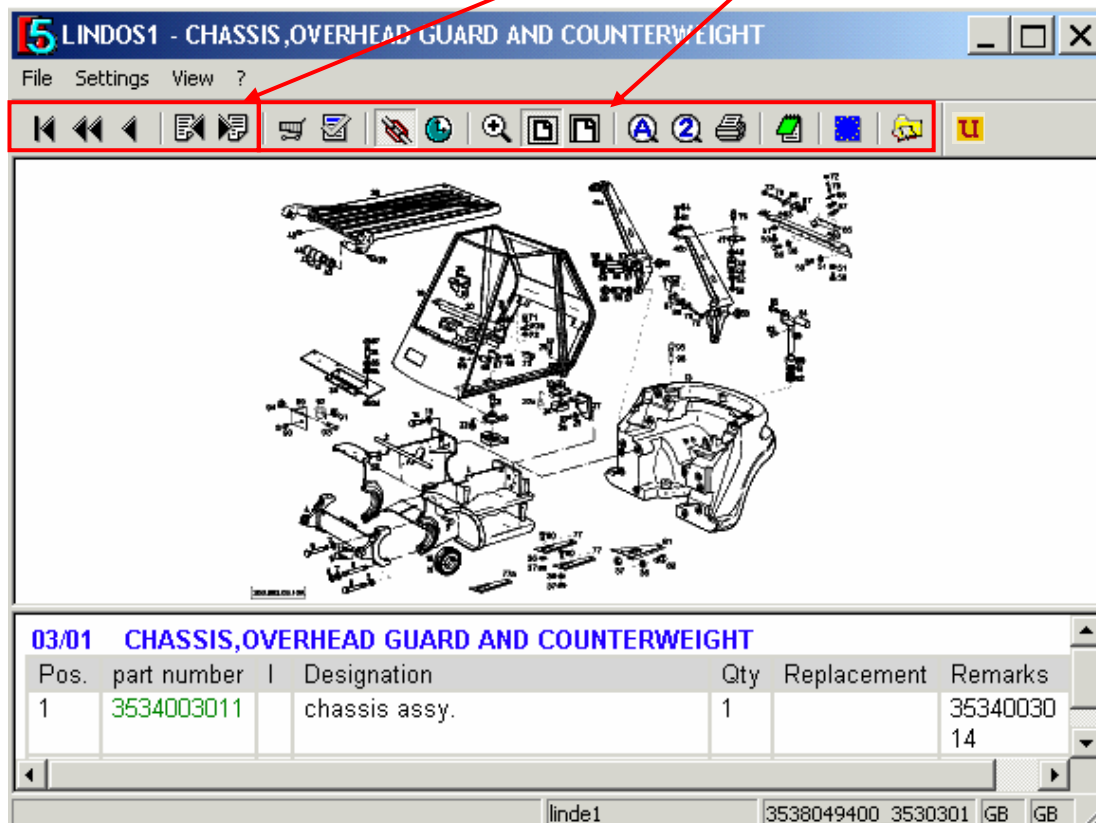


### 3. Navigation in the spare part catalogue



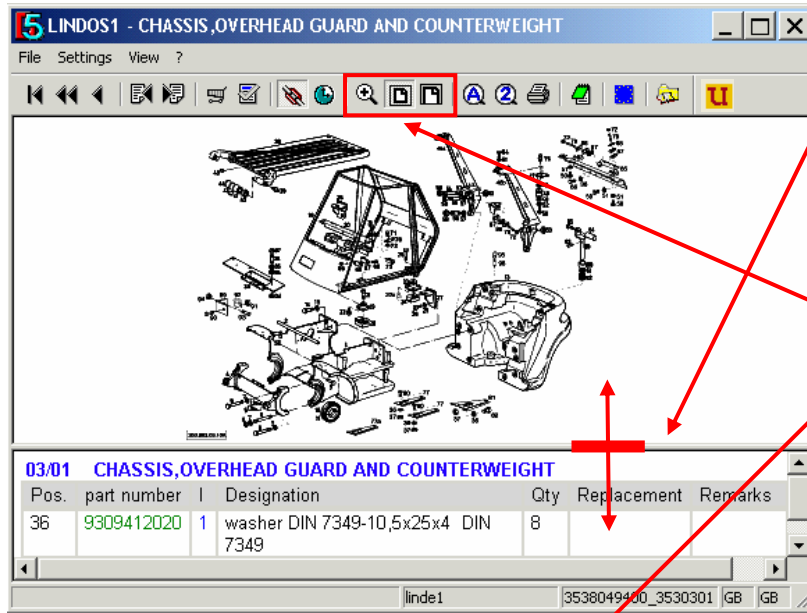
To select registers and spare part catalogue pages please click on the particular lines.

For further navigation use the toolbar (chapter 3.3).



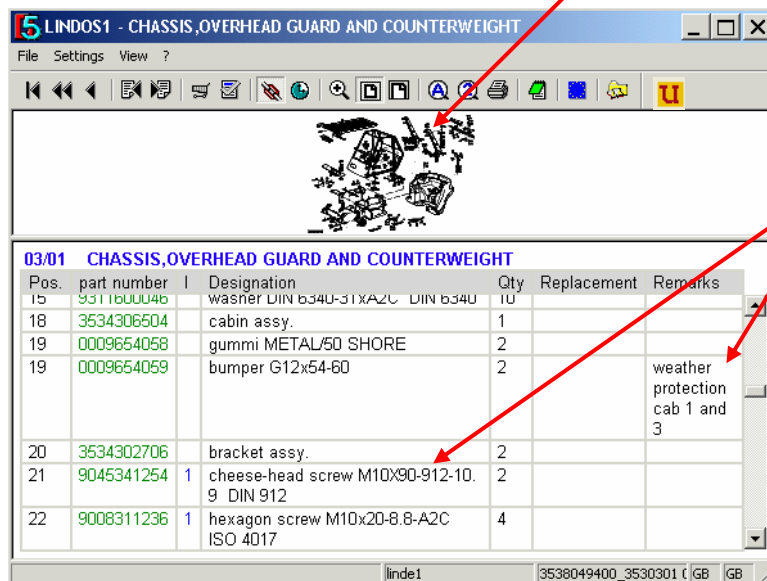
### 3.1 Changing the screen display

The view on a spare parts list can be changed easily.

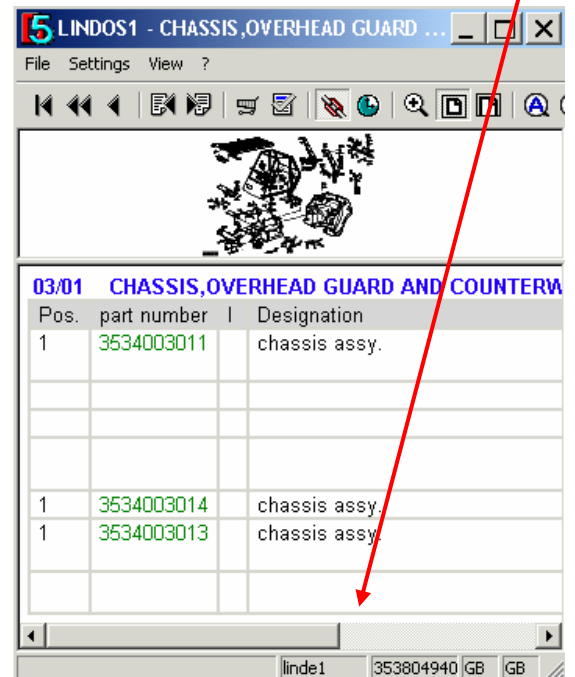


By dragging the mouse on the border line between graphic and text contents of both windows are displayed in the desired size.

If the option "total view" or "pagewidth" is active the zoom factor will be adjusted accordingly. Using free zooming the detail view will not be adjusted (see chapter 3.2).

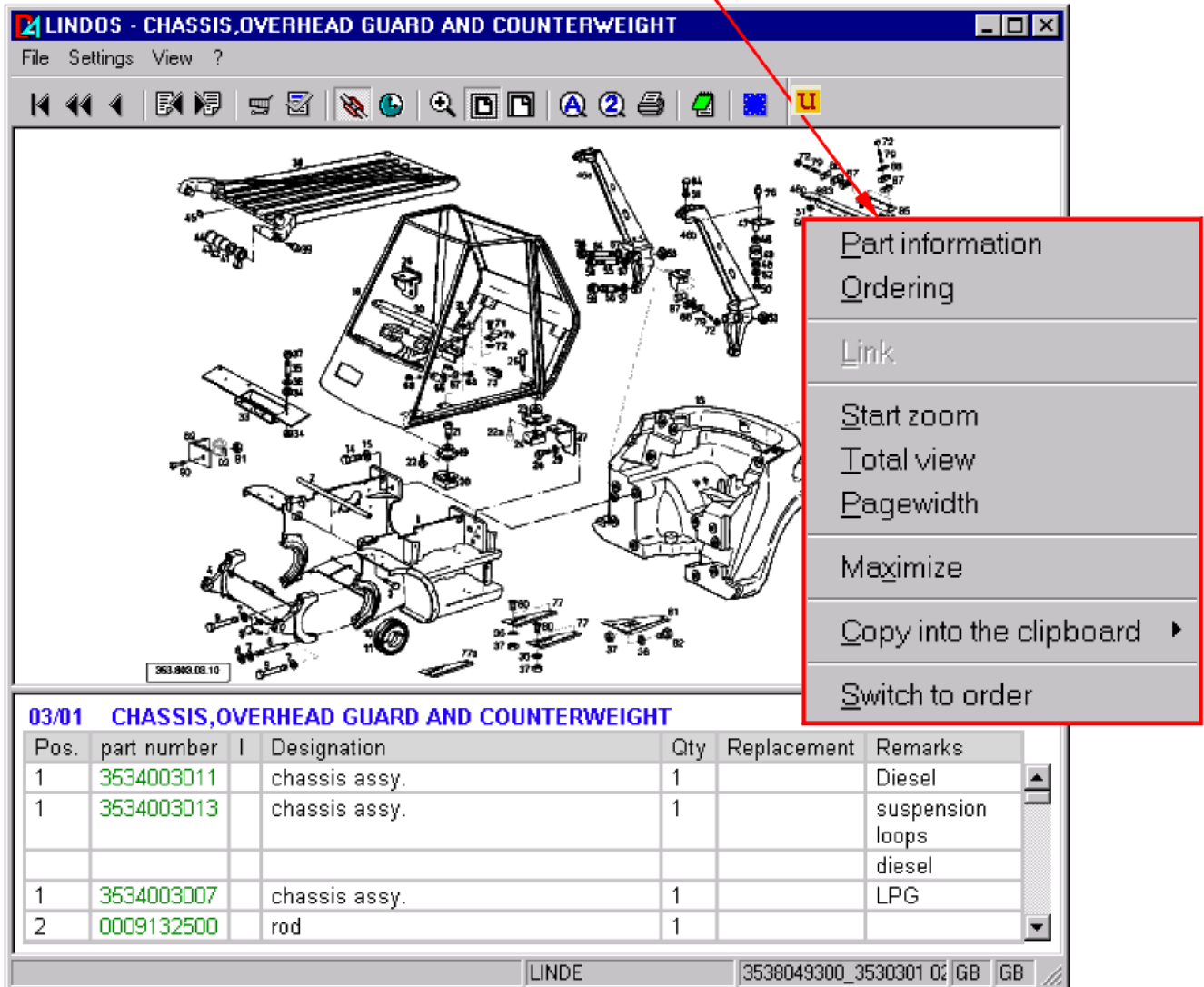


In case of not enough horizontal window size first the columns description and remarks will be displayed in several lines. If the window size is decreased further more a horizontal scrollbar appears.



### 3.2 Pop up Menu (right mouse button)

On the right mouse button there is a popup menu which lists further commands depending on the cursor position























<b>Part information</b>	Single view of part information with links to notes (chapter 6.2) and ordering this part
<b>Ordering Link</b>	Order directly If additional information available (example: Packaged quantities)
<b>Start zoom Total view Pagewidth Maximize</b>	Free zooming with placing a fence (section of view) Graphic in full screen Graphic fitting into page width Switch the graphic or spare part list to full window size (back with "Minimize")
<b>Copy into the clipboard</b>	Depending on the cursor position copying graphic, field or line of table or complete parts list into the clipboard for using in another application (e.g. MS-Excel).
<b>Switch to order</b>	Direct link to ordering menu



### 3.3 Explanation of the Toolbar



-  Back to main menu
-  Back to start page of the catalogue
-  One level back
-  Backwards
-  Forwards
-  Switching on/off the ordering menu (chapter 7)
-  Switching on/off the order function ( ~ ordering possible)
-  Switching on/off the hyperlink between graphic and text (switched off:  )
-  Delay for the hyperlink between graphic and text
-  Free zooming, dragging a fence (selection of view) with left mouse button
-  Display complete graphic (fit all)
-  Fit graphic to full page width
-  Search for part descriptions (chapter 4.1)
-  Search for part number (chapter 4.2)
-  Printing (chapter 5)
-  Note function for spare part catalogue pages (if note existing:, chapter 6.1)
-  Switch over the data and program language \*
-  Carry out Update

---

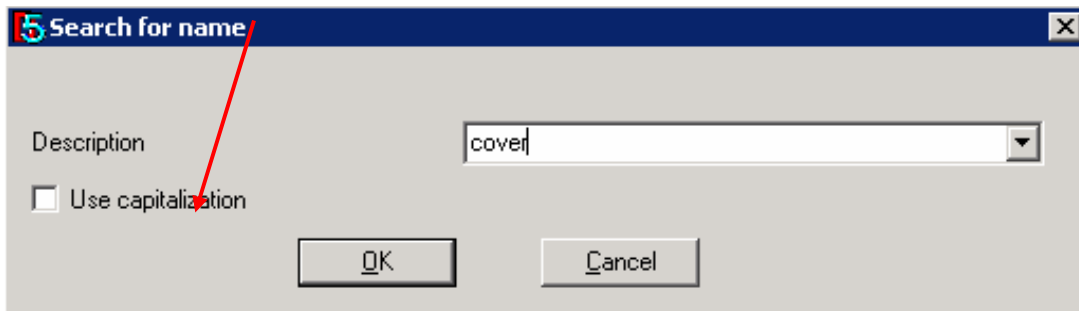
\* If the document is not available in the selected language, the program switches the language automatically!

## 4. Search functions for spare parts

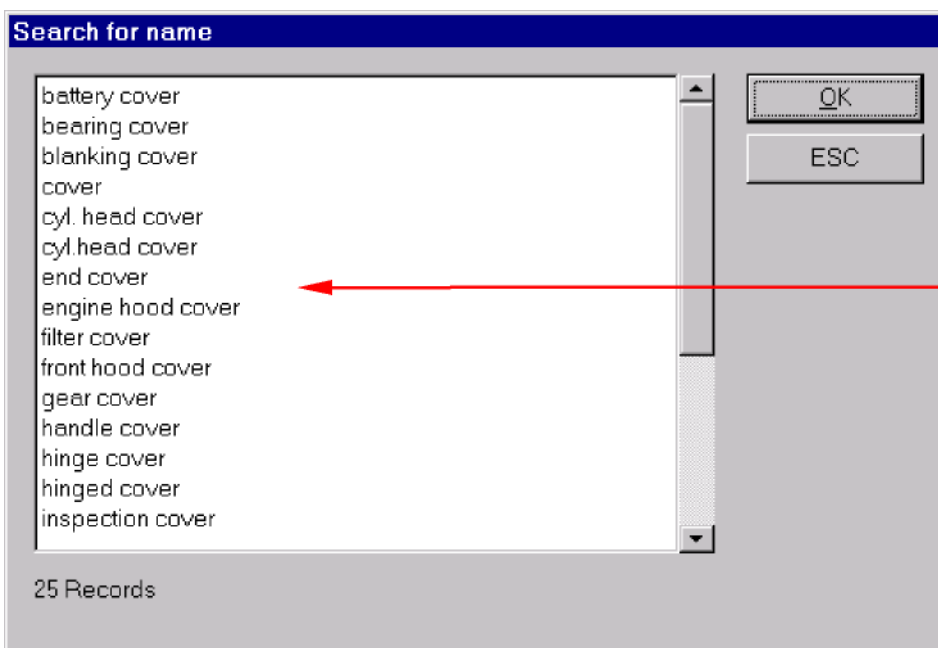
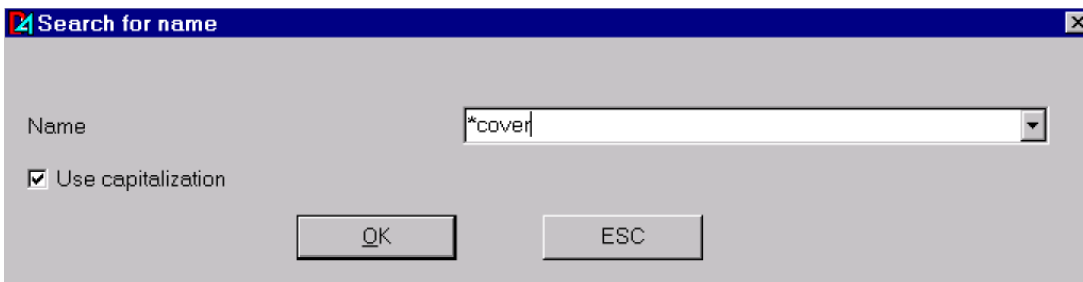
The search is generally effected over all catalogues.

### 4.1 Search for part descriptions

A search by part name can be case-sensivite or not, as the user chooses.



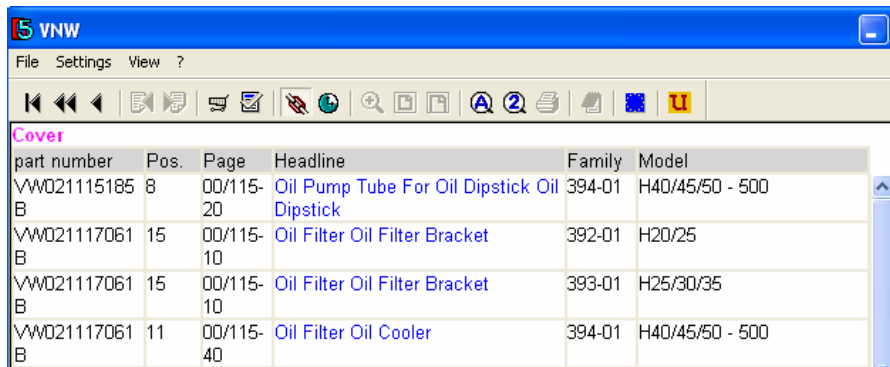
To insert a part designation as a search criterion you can insert the complete word or a part of it with asterisk **\*xyz\***.



If using the wildcard function (\*) you receive a list of hits before you get your final result. Here please select the exact designation.



Then you receive the list of results, it contains:

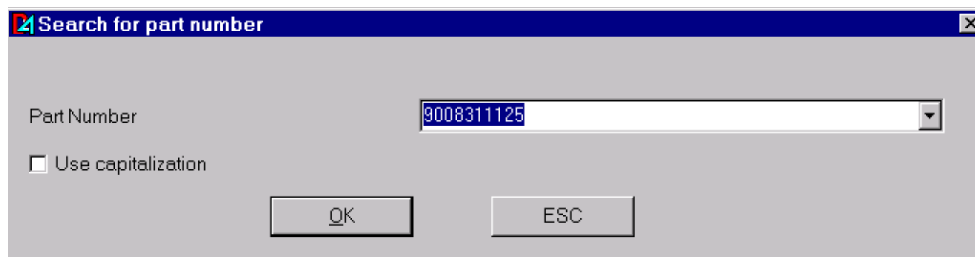


part number	Pos.	Page	Headline	Family	Model
VW021115185 B	8	00/115- 20	Oil Pump Tube For Oil Dipstick Dipstick	394-01	H40/45/50 - 500
VW021117061 B	15	00/115- 10	Oil Filter Oil Filter Bracket	392-01	H20/25
VW021117061 B	15	00/115- 10	Oil Filter Oil Filter Bracket	393-01	H25/30/35
VW021117061 B	11	00/115- 40	Oil Filter Oil Cooler	394-01	H40/45/50 - 500

- Found parts numbers (= ascending sequence)
- Item numbers of spare parts lists
- Numbers of Registers and Spare Parts Lists of Catalogues (e.g. 03/01)
- Headlines of the Pages of the Spare Part Catalogue
- Model, Type

From the list of results you can get directly into the place of use. With the function "one level back" ( ) you get back to the list of results and get into another place of use.

## 4.2 Search for part numbers



Search for part number

Part Number:

Use capitalization

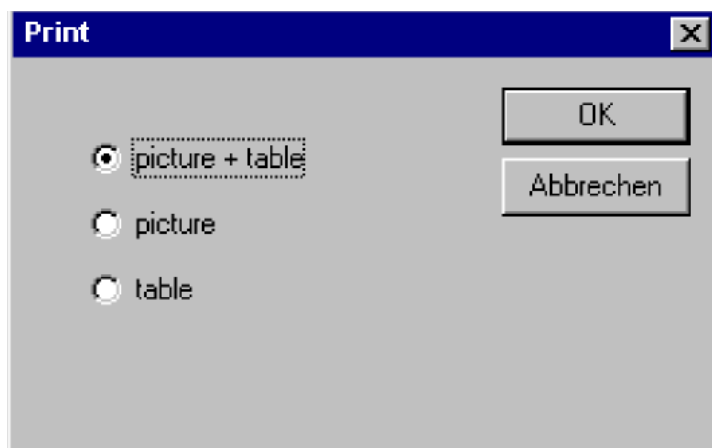
OK ESC

If a part number is the search criterion you can insert it complete or parts of it, e.g. \*1234\*.

If several part numbers match with the inserted criterions the system first shows an overview of this part numbers. From this list you have to select a part number to get the final result.

The list of results is corresponding to the result list of searching for part numbers but there is only one part number displayed with its place of use.

## 5. Printing of spare part catalogues



Print

picture + table

picture

table

OK

Abbrechen

There are three different ways to print spare part catalogue pages:

### picture + table:

Graphic and spare part list will be printed in portrait format on one page .

### ATTENTION:

**In favour of legibility remarks will not be printed here!**

### picture:

Graphic in landscape format

### table:

Spare Parts List in landscape format

## 6. Note function

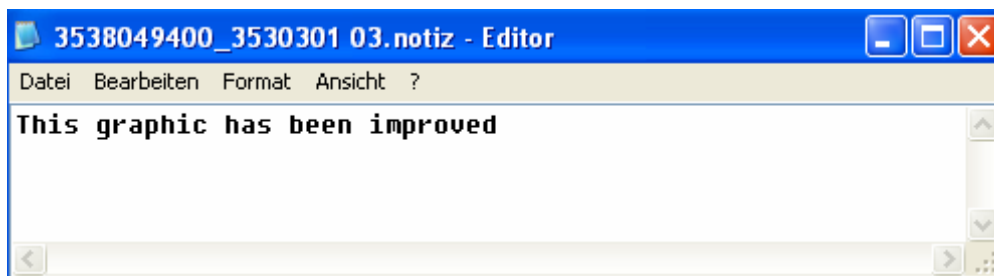
Lindos offers two possibilities to make notes. You are able to make notes on spare part catalogue pages or on part numbers. During setup you have to decide if the notes will be saved on your local PC (stand alone use) or if they shall be saved in the network. Then all net users are able to access the same notes. Mixed procedure is not possible.

Even after an update all notes will still be available. If you wish to delete this notes before an update the corresponding files have to be removed from the installation directory ("...\notes\...").

### 6.1 Notes on spare part catalogue pages


When choosing the note function you first get a notice that no files exist. If you decide for making a note (by answering "Yes") a data file will be created with the ending "notiz". Therefore the software "Editor" is used. Notes can be modified and deleted.

Beispiel:

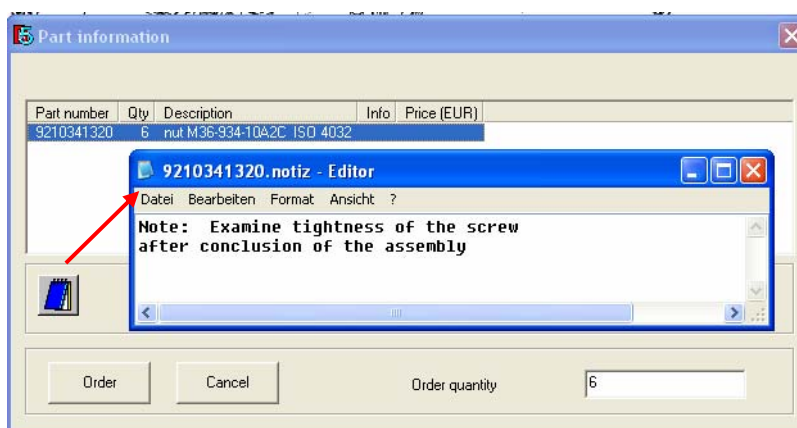


### 6.2 Notes on part numbers

To create a note on a part number please move to part information through the popup menu.

There exists this symbol 

After pressing this button a note data will be created, file name is "part number", ending is "notiz".



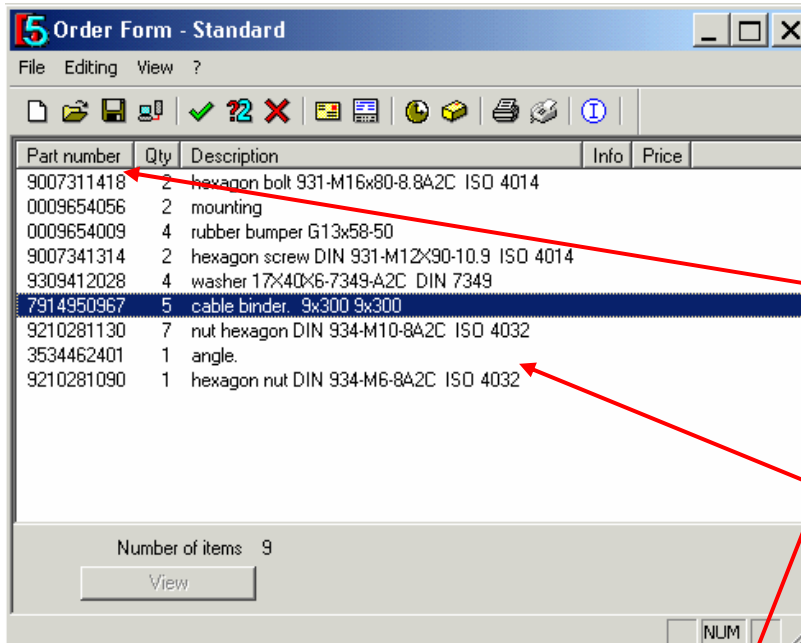
When you again open the part information the symbol has changed into:



#### Please regard:

This notes are saved independently from their place of use and therefore they are valid for this part over all catalogues.

## 7. Order function for spare parts



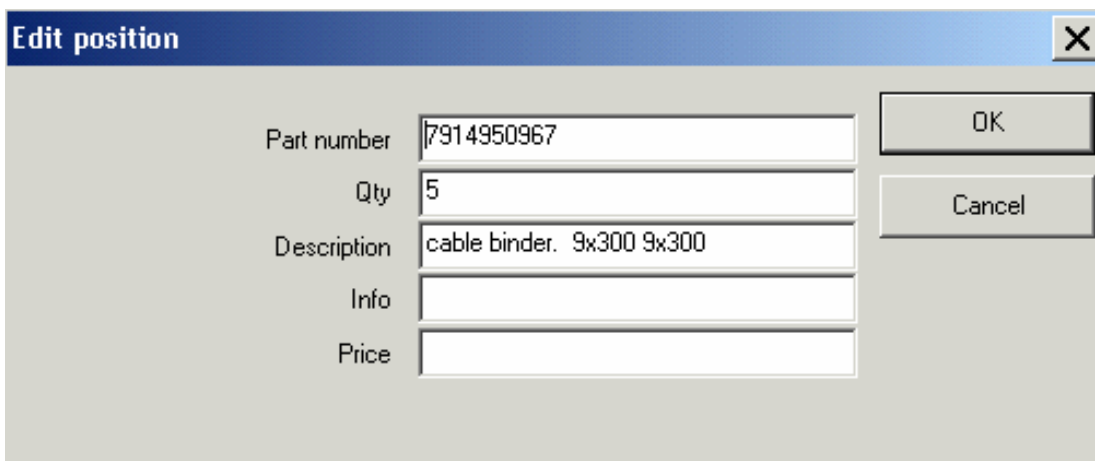
There are different ways to order parts:

- To switch on the order function in the toolbar
- Popup-menu ~ **Ordering** (out graphic or spare part list)
- Popup-menu ~ **Part Information ~ Ordering** with immediate enter of quantity

In any case the parts are loaded into a new or already opened order form. It is not necessary that the ordering menu is open.

### 7.1 Ordering program

If you have ordered the parts as described and have switched into the ordering menu through the toolbar ( ) you will see the following window:



Part number	<input type="text" value="7914950967"/>	<input type="button" value="OK"/> <input type="button" value="Cancel"/>
Qty	<input type="text" value="5"/>	
Description	<input type="text" value="cable binder. 9x300 9x300"/>	
Info	<input type="text"/>	
Price	<input type="text"/>	

In this window you again have the possibility to modify or delete items.

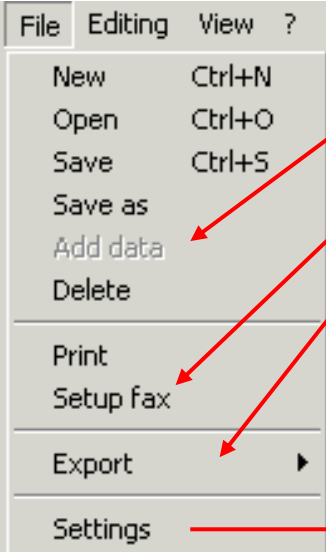
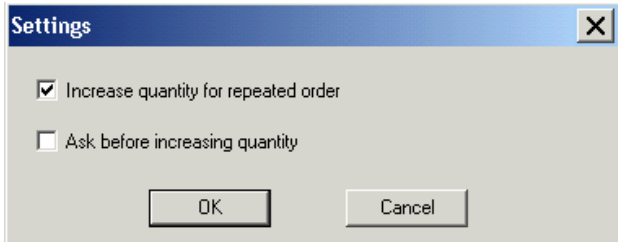
The sequence can be altered by a click with the mouse on the respective

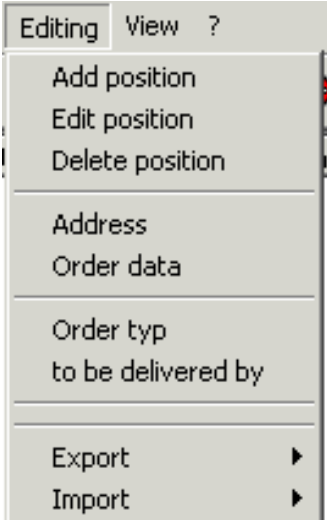
column.

With a double click on a line of the order you will get this screen and will be able to modify the single positions (e.g. increasing amounts):















## 7.1.1 Menu items and toolbar

For further research in the spare part catalogues it is not necessary to close the ordering program. With the common known Windows functions it can be activated or deactivated on demand (minimize the screen ~ task bar ~ restore).

	<p>This commands refer to the handling of complete order forms.</p> <p>With this command you can built up one order form out of two. The dates of the active form will be copied into the form to be selected.</p> <p>For this function a facsimile software has to be installed on the PC:</p> <p>Export functions (e.g. "Parts Link") for transferring the order form to your Enterprise Resource Planning (chapter 7.2)</p>
	

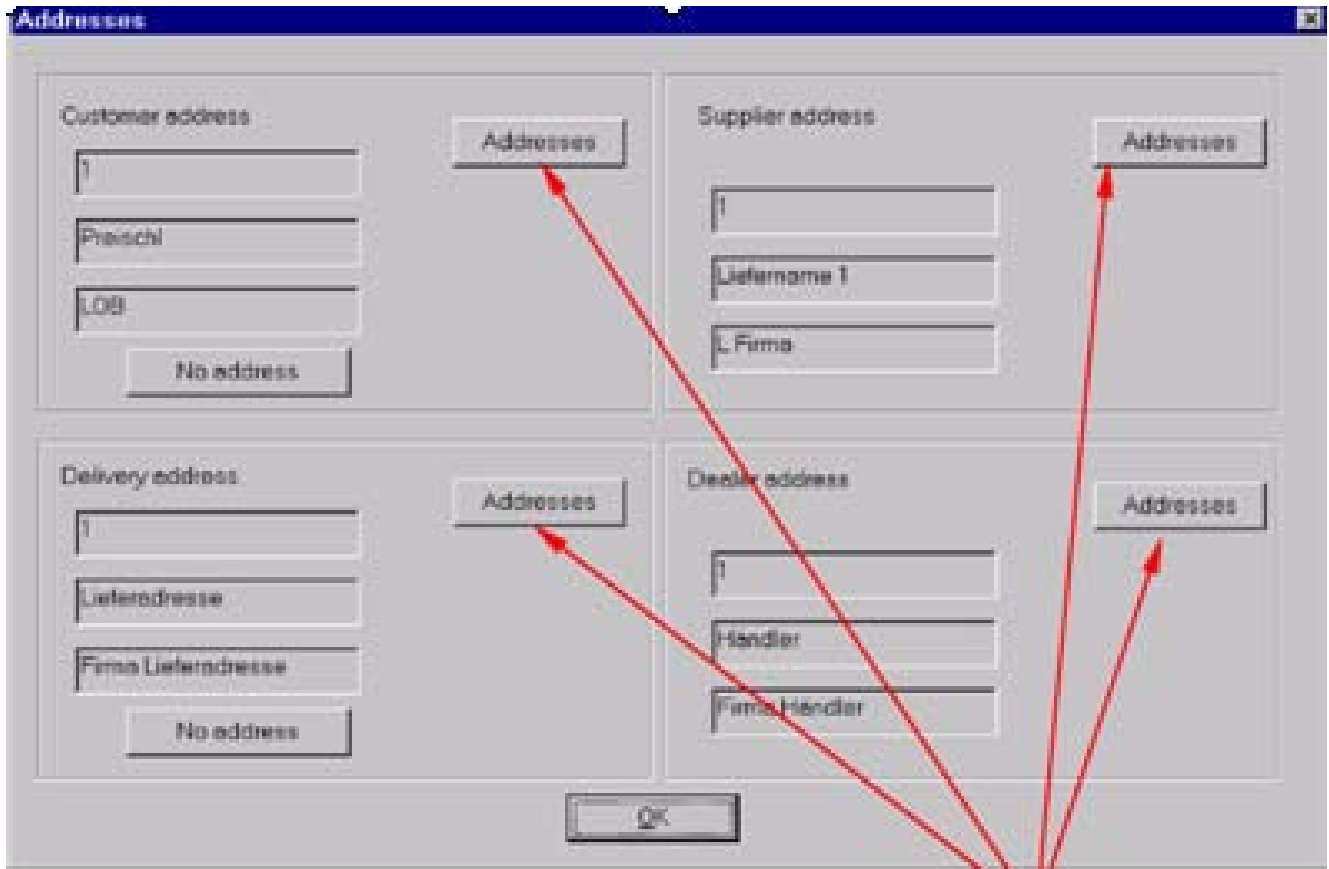
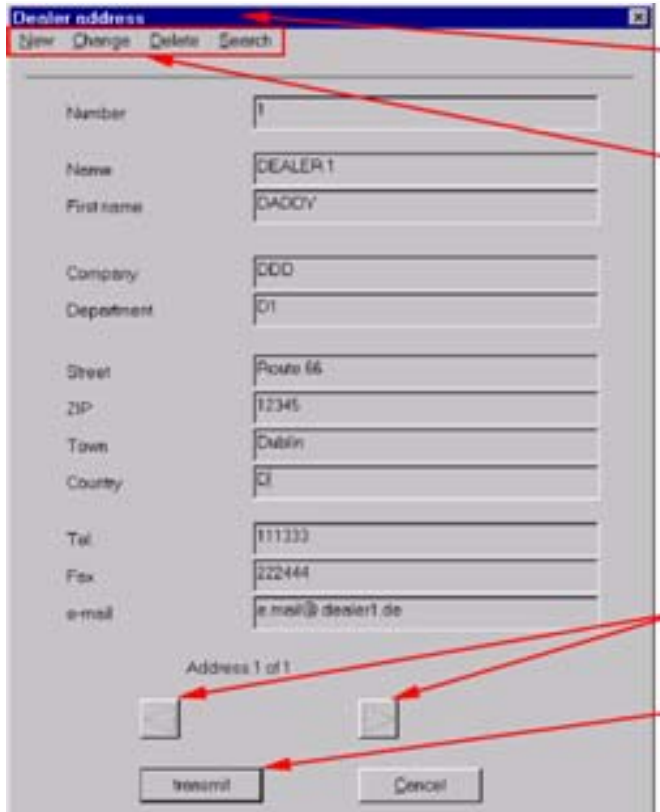
	<p>This commands refer to an active order form. Modification of the header of a form (optin).</p> <p>Here you can save several addresses.</p> <p>To insert and administrate different ways of ordering and dispatching.</p> <p>of addresses</p>
---	---

**Toolbar:**

	Create a new order form
	Open the existing order form
	Save the order form
	Export the order form ("Parts-Link", Ch. 7.2)
	Add an order item
	Edit an item
	Delete an item
	Address data (form header and address management, Ch. 7.1.2)
	Order data (form header, Ch. 7.1.2)
	Type of order (Ch. 7.1.2)
	Type of dispatch (Ch. 7.1.2)
	Print
	Fax (only possible if a fax program has been installed, has to be set up on a one-off basis)
	Call up information about parts

## 7.1.2 Ordering form – header data of order form

This is the menu for selecting the addresses of an order in use  
With a mouse click on the button "address" you open the address administration.

Creating and modifying of addresses through this menu.

The addresses will be preserved after an update.

It is possible to create and administrate addresses centrally per dealer or subsidiary. When this data are distributed to staff and fitters a multiple administration is not necessary.

Please contact your IT manager

Function last and next

Herewith you can accept the displayed address into the active order form.

With this menu you can insert further header dates for the order in use:  
These data are e.g. also transferred to the interface "Parts Link" (chapter 7.2).

Here you can save several addresses.

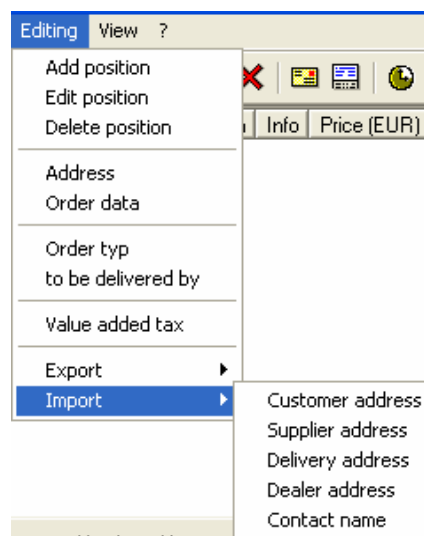
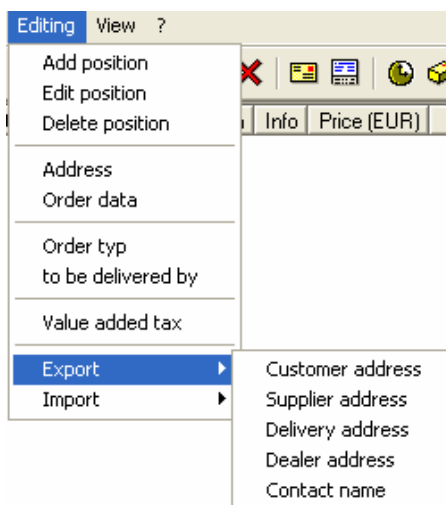
With this menu you administrate the kinds of ordering.

Afterwards you can select those out of a pull down menu in the ordering data menu.

The different kinds of dispatch are administrated equally through the symbol:



Addresses can be exported and imported in a pre-defined XML format:

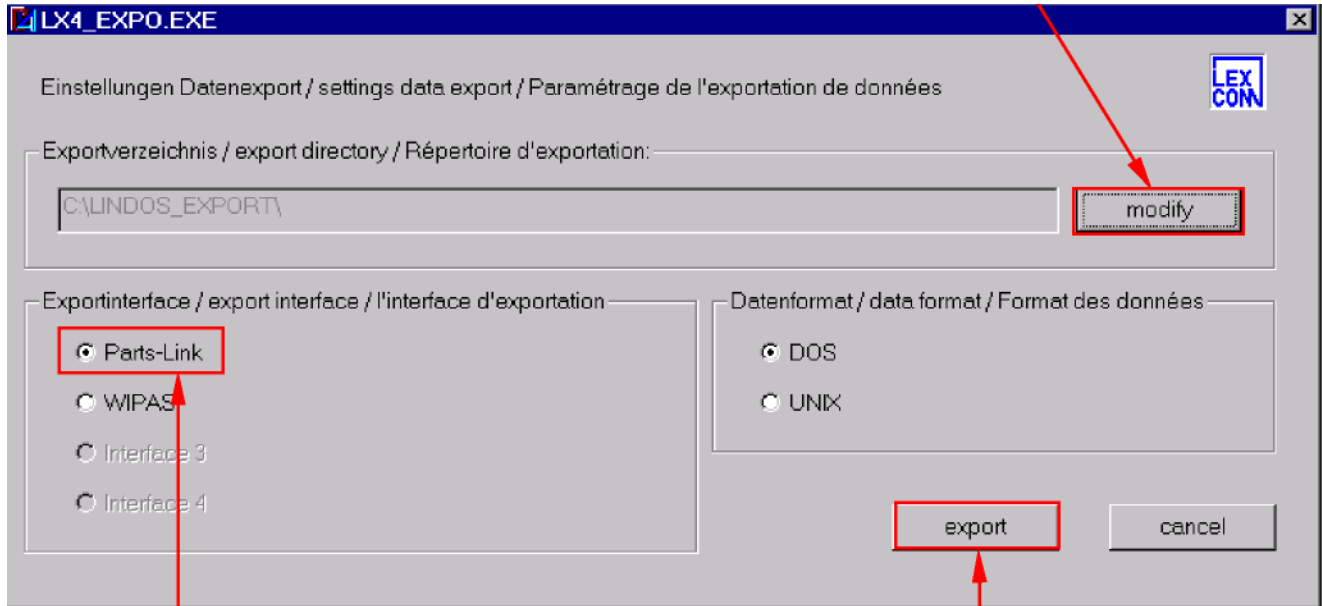




## 7.2 Export of order forms "Parts-Link"

This function can be used for the electronic processing of order forms. It can be started in the toolbar through "File ~ Export ~ Export order".

Here you define the directory where your data shall be exported to – only once.



This are different formats of interfaces. Linde MH will support the format "Parts-Link" only.

Here you start the export.



You will receive a note about the export of the data and the file name.

The file name has got the format: "YYMMDDxx.TXT", "xx" is a sequence number.


**ATTENTION:**

The sequence number is always created by the client PC. If you want to save the data from different users in network, there have to be a separate subdirectory (folder) for each user (client).

Now this file can be transferred into your Enterprise Resource Planning system.

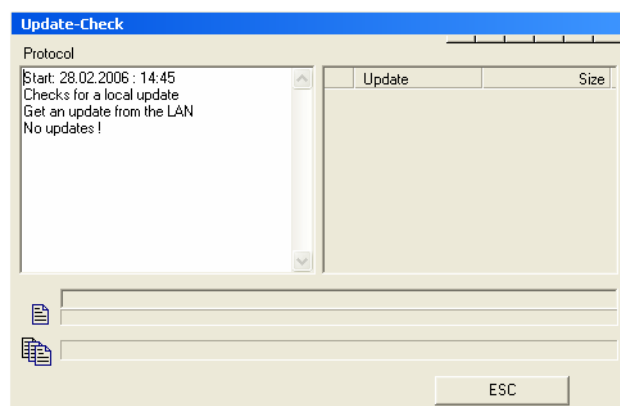
**Therefore an adjustment of your Enterprise Resource Planning system is necessary! For further information (e.g. the format of the interface) please contact your IT manager.**

## 8. Updates

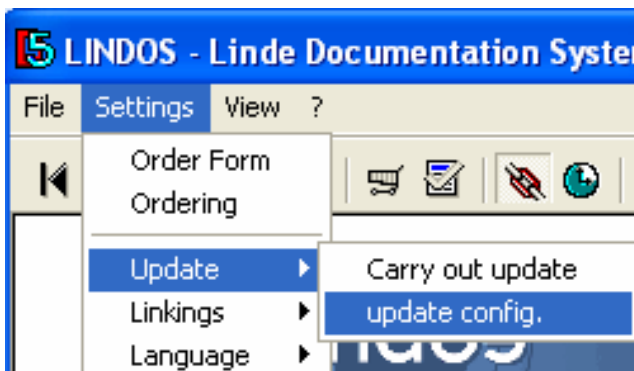
In Lindos version F-03/2006 or higher, it is possible to update an existing Lindos installation. In an admin or full installation (see Chapter 10: "Installation variants"), this button is located in the navigation bar. You must perform the search for  an update on your own. Before doing this however, you must choose and configure one of the two update search variants.

The updates must be performed one after the other in the correct sequence. None of them must be omitted. This is the only way to ensure that the material is up to date and further updates can be imported.

### 8.1 Update configuration

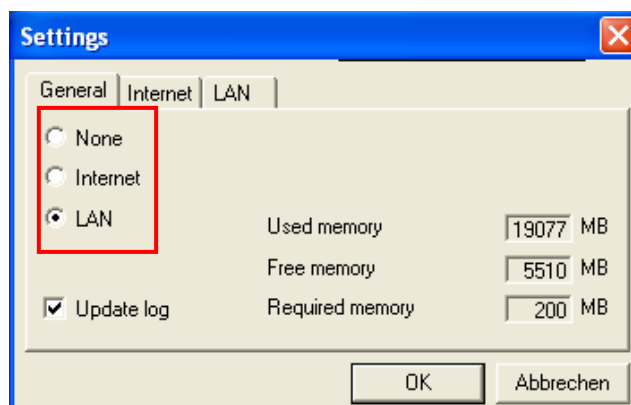


This window appears if no update



Enter the configuration menu from the homepage via "Settings – Update – update config.".

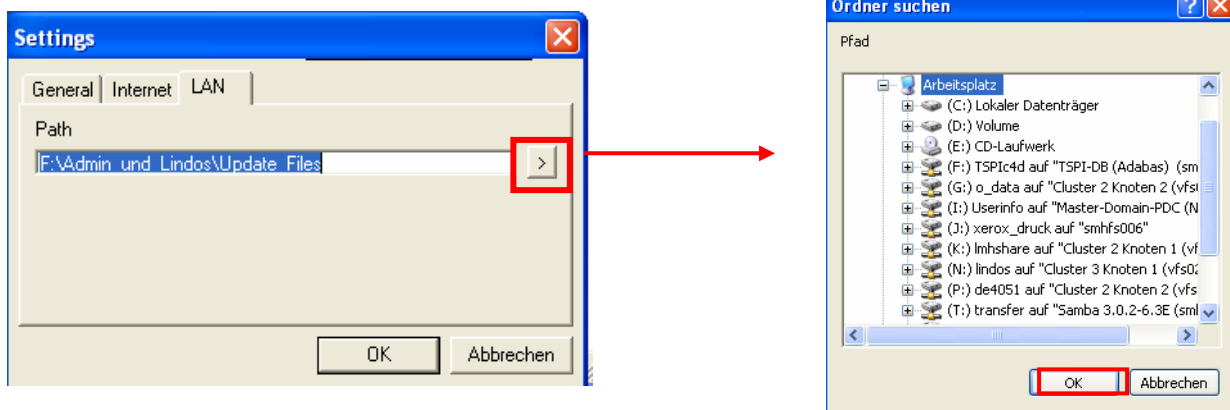
There are three tabs here "General", "Internet" and "LAN".



In the "General" tab, select the type of update search, i.e. choose the perform the search in the "Internet" or in the "LAN".

### 8.1.1 Update via LAN

In this variant, the updates must be downloaded manually from the LMH extranet and placed in a directory which the Lindos users can access (read rights). Enter the path and directory in the screen in the "LAN" tab. You can navigate to the drive you require using the arrow beside the field:

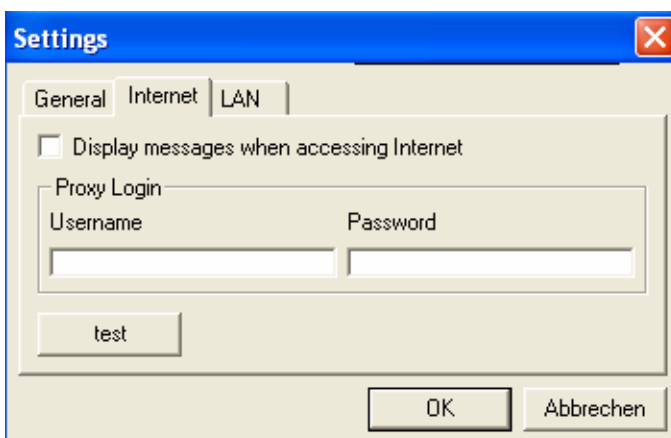


The address of the LMH extranet is <http://extranet.linde-mh.com>. This Internet site can only be accessed by approved users with a user name and password. If you want to find out how to be granted access, contact [extranet.team@linde-mh.de](mailto:extranet.team@linde-mh.de).

The update files are executable files and appear at least once a month (at the start of the month) on the above-mentioned page in the "After Sales – Service handling equipment – Lindos".

### 8.1.2 Update via Internet

During installation, the target Internet address where the updates are stored is given in encoded form. It therefore does not have to be entered again here.



If your company uses a proxy server, you may have to enter the user name and password in the appropriate fields in the above-mentioned configuration window. Contact your local IT administrator for more information.

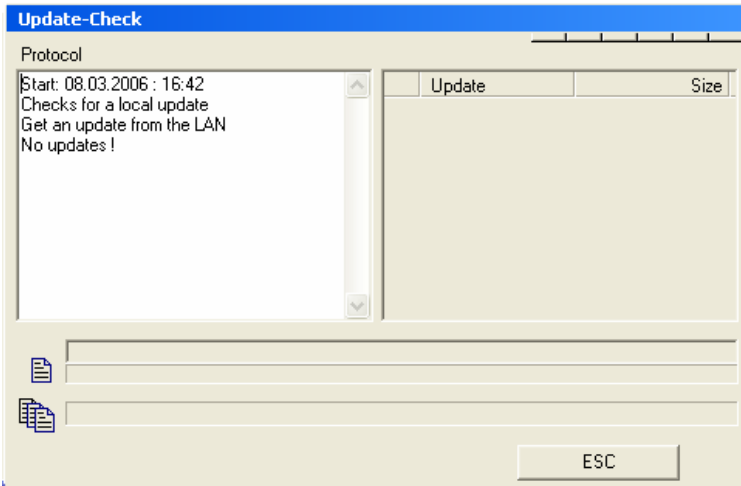
If a proxy server is being used, it may not be possible to connect to the Update Internet site. If this is the case, contact your local IT administrator.

If your IT administrator wants to enable the Internet site on the proxy and requires the URL for this purpose, he should contact this address: [service.software@linde-mh.de](mailto:service.software@linde-mh.de).

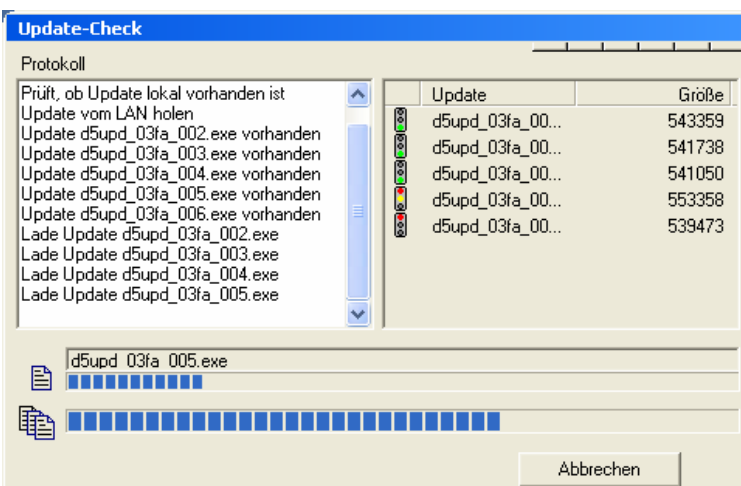
This configuration abolishes the need for manual downloading from the Extranet. Instead, an update provided in the Internet is automatically downloaded and copied to the system directory when the "Update searcher" is started ("Settings – Update – Carry out update" or the "Carry out update" button, see Chapter 8.2).

## 8.2 Carry out update

The user initiates the process of carrying out the file and Lindos starts this process. You can start the search for an update by pressing the "Carry out update" button or by using the "Settings – Update – Carry out update" menu bar. Every search variant places the update file in the system directory provided for this purpose.



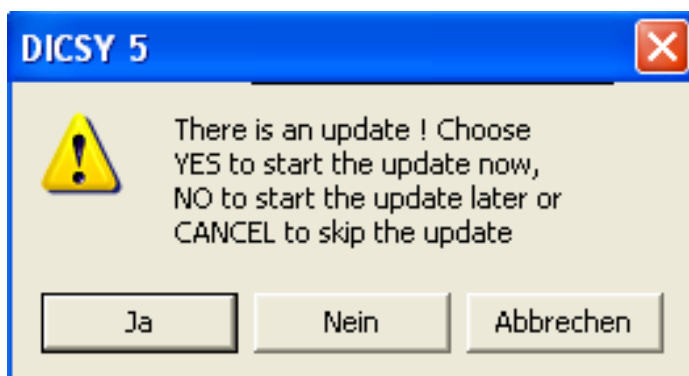
This window appears if there is no update available, e.g. when Lindos is started for the first time.



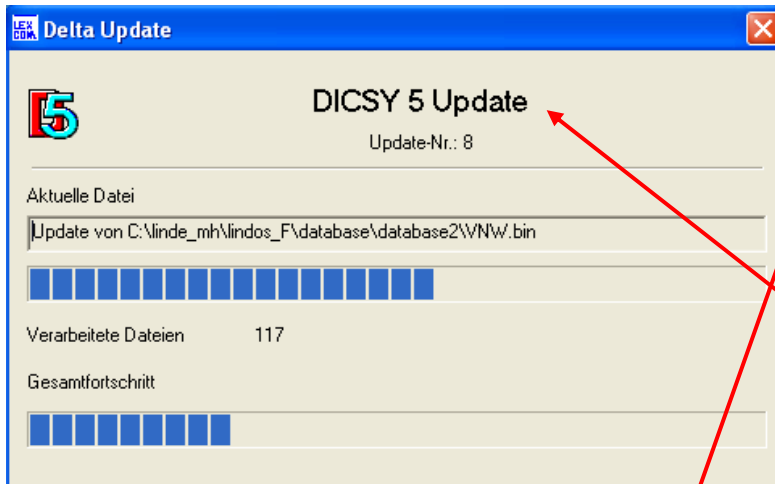
This window appears during the copying process.

If the network connection is of good quality, the window will only appear briefly.

The user is then asked whether he wants to carry out the update(s):



- "Yes" = Update is carried out immediately.
- "No" = Update is not carried out immediately. Each time a product group is changed during the same Lindos session, the update is offered again.
- "Cancel" = The update is no longer offered during the same Lindos session. It is not offered again until Lindos is started again.



You will see this window while an individual update is being installed. When the update has been completed, the user must press "OK" to confirm.



The user will be asked if he wants to install the update. If several updates have been found, he will be asked this question for each individual update. The updates are numbered serially. When an update has been installed, the term of Lindos is extended and the version status is increased.

## 9. Installation options

This version makes Lindos "updateable", i.e. program and data can be updated using individual EXE files without the requirement for a complete installation.

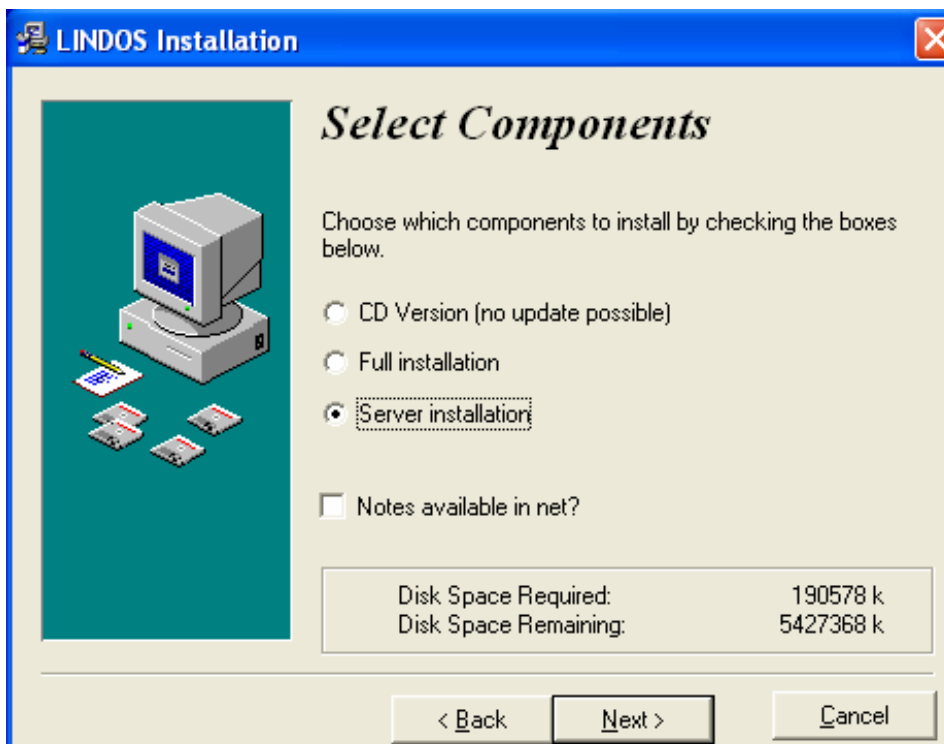
- This "updateability" leads to some changes in the various installation variants.
- Installing this version automatically deletes the previous Lindos installation.
- The update files are provided by Linde in various formats.
- The update files must not be carried out manually (by double-clicking) as Lindos processes them automatically.
- Linde is planning on providing the updates on a monthly basis.

Please read the Readme file for more information on configuring and installing the updates.

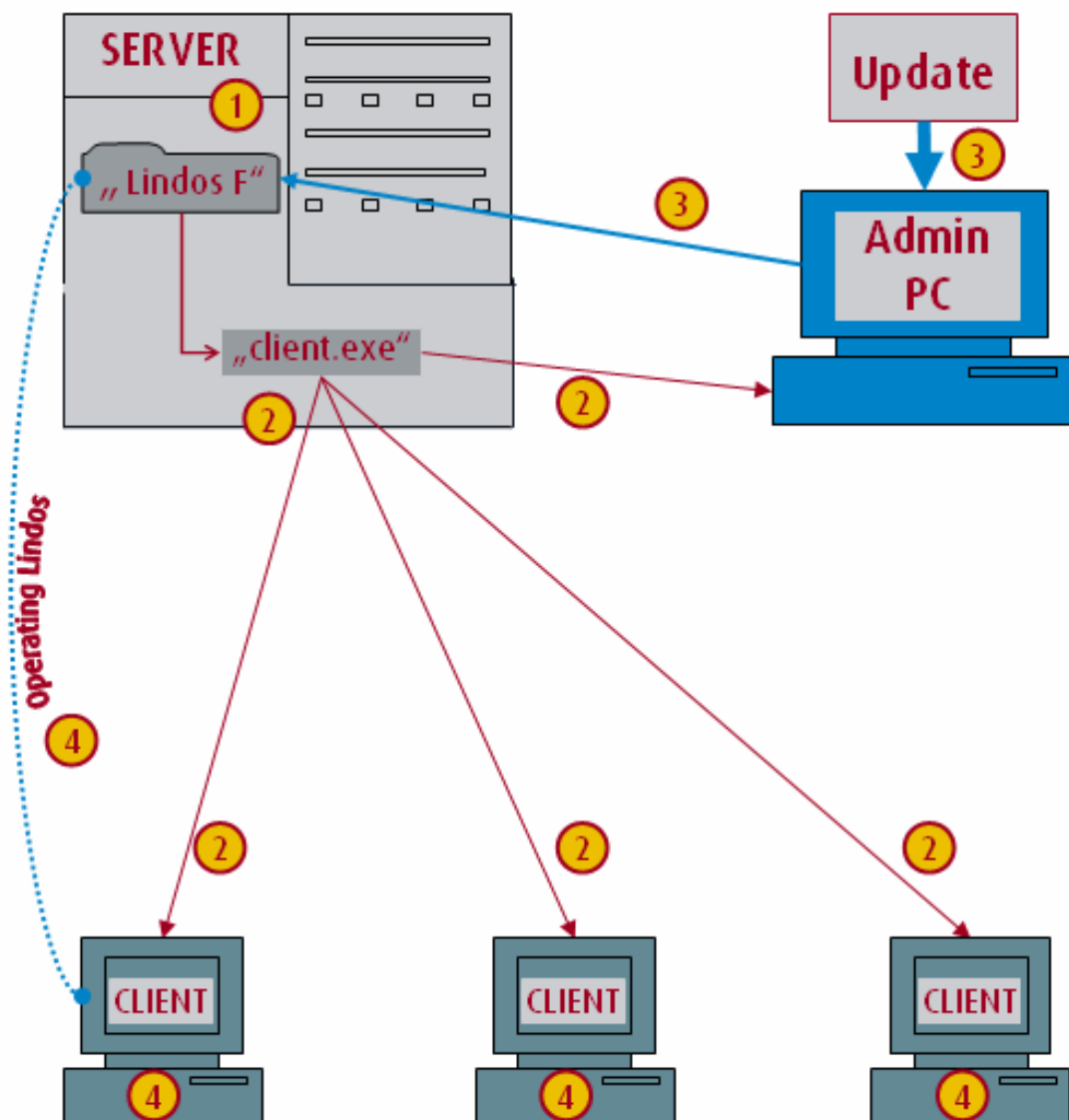
### 9.1 Server installation

In addition to the two established installation types

- CD operation of Lindos (update impossible!)
- Full installation (previously known as "Data optional"), there is now an innovative "Server installation" which replaces the network installation (without "Data optional").



For information on complete configuration, see the next page.



1) A server is installed using "setup.exe". This can be found on the Lindos CD1. This is a "flat" F-installation. Activation with LindeAC is not necessary. The important thing is that the installation is performed on a directory which future users will be able to access. A "client.exe" is generated in the "x:\Lindos\_F\" directory during this procedure.

2) This Client-Exe is used to install the various Client-PCs and 1 Admin-PC, and must be selected when the installation is being set up. The Admin-PC needs write permission on the Lindos-F server directory. Attention: admin and clients require activation with LindeAC.

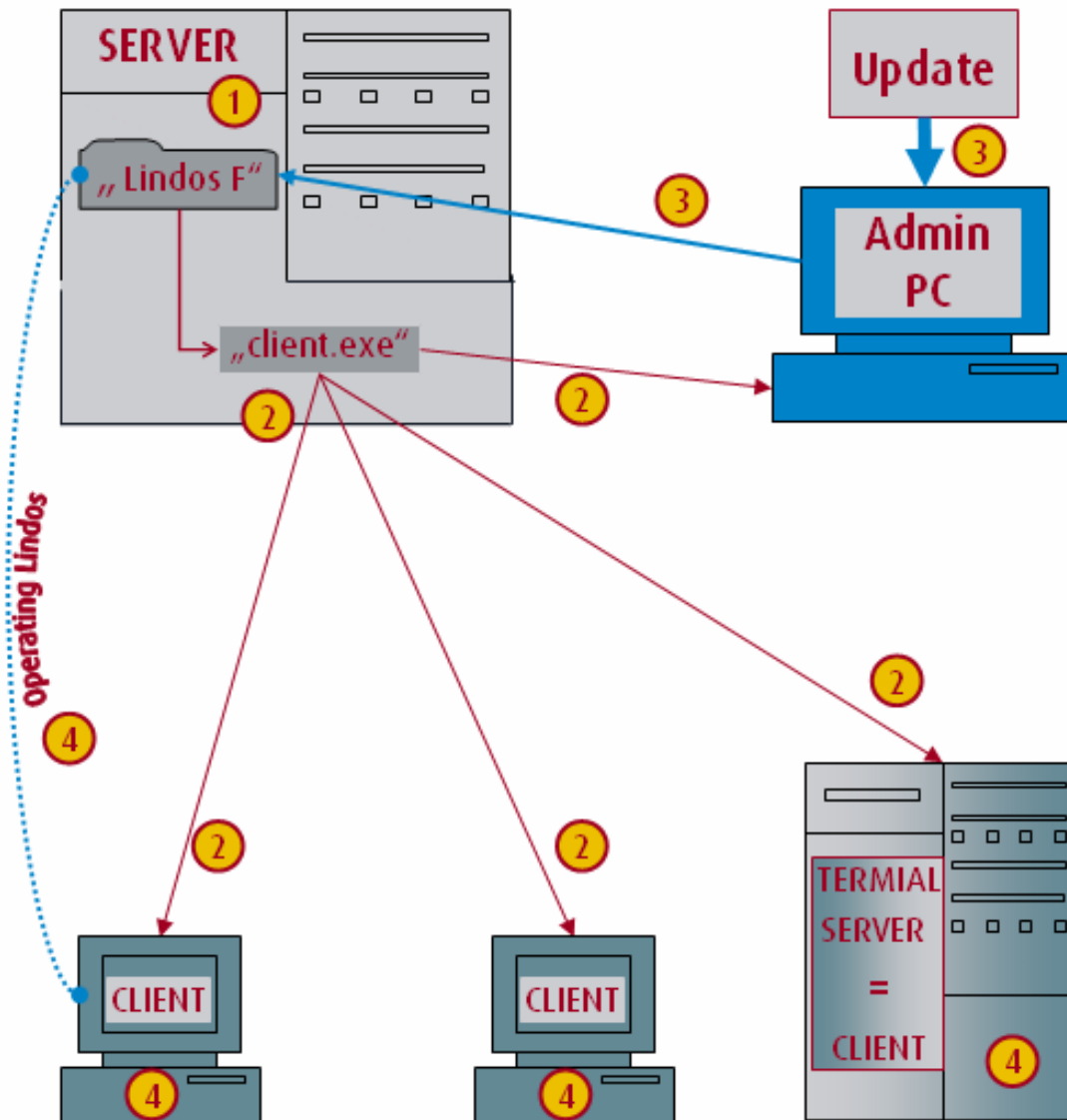
3) If the Admin-PC receives an update (see "Update configuration" transparency) and carries it out, this updates the installation on the server. Attention: the update must be performed from no more than one Admin-PC.

4) The next time Lindos is started on the client PC following this update, the client Lindos also shows the new data.



## 9.2 Terminal server installation

This installation variant is essentially identical to client server installation. The terminal server is to be treated as a client PC (see Chapter 11.1). Activation is performed in the same way as in the past (cfg file is still required).



Alternatively, a terminal server can be operated as a full version - see Readme.