PLANT COMMUNICATION - SHIFT REPORTS, METRICS AND SOPs FOR MANUFACTURING

OpsAlignment

OpsPulse + OpsCadence

Faster to fill out. ***Harder to get wrong.***

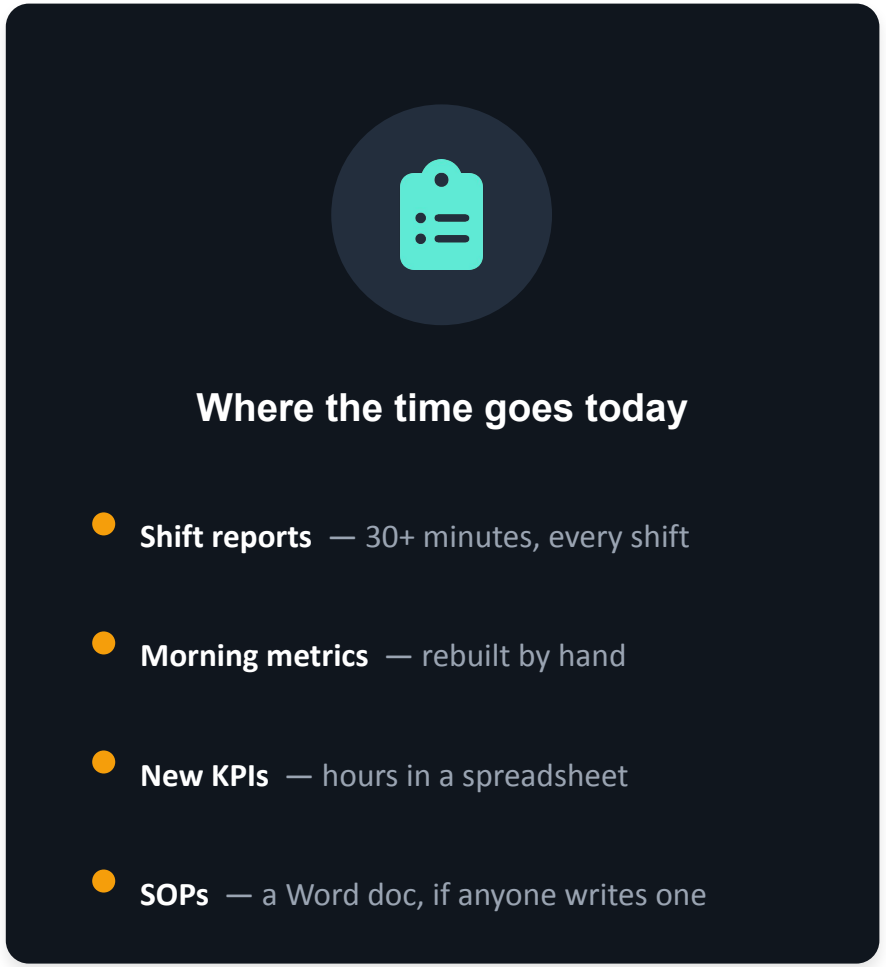
Shift reports your crews finish in minutes, metrics that build themselves, and SOPs and training anyone on the floor can create. Set up in a day, no plant model required.

Slow paperwork. Shaky data.

Shift reports get filled out at the end of a long shift, on paper or in a spreadsheet. Numbers get fat-fingered, fields get skipped, and someone spends the next morning cleaning it up before a metric can be trusted.

SOPs are worse.

The people who know the job best are the least likely to have the time, or the Office skills, to write it down.



THE PAYOFF

What it gives back in a running plant.

30 min

Saved on every shift report, every shift. Less typing, nothing to hunt for.

30 min

A day of a manager's time back. The data arrives on its own, already clean.

75%

Less time to build an SOP than writing it in Microsoft Office.

Hours

Saved every time a new metric is built from data the plant already collects.

Measured in a plant running on it today. In the trial, we'll measure yours.

WHAT YOU GET

OpsPulse + OpsCadence — the paperwork, done right

Six pieces, built around the forms and procedures you already have. No plant model to set up first.

Forms

Shift reports and checklists — quick on a phone, hard to fill out wrong, submit data with a photo.

Reports

Metrics built from your form data, emailed on a schedule or saved as PDF.

Trackers

Live boards for holds, corrective actions and parts — status, owner, days open.

Shared plant calendar

PTO, coverage, downtime and vendor visits, changeovers and plant activities on one calendar every role sees.

Follow-ups engine

Reads every report and flags what keeps coming up.

OpsCadence

SOPs, quizzes and training modules anyone on the floor can build.

FORMS

Faster to fill out. Harder to get wrong.



Fast to fill

Built for a phone at the end of a shift.

- Dropdowns instead of typing
- Grid rows pre-filled from your lists
- Fill it from a photo of the sheet
- On the right position's home screen



Hard to get wrong

The form checks the entry.

- Lookups keep names consistent
- Calculated fields do the math
- Off-target entries turn amber
- Required fields can't be skipped



Built by you

No IT ticket, no developer.

- Drag-and-drop form builder
- Or describe it in a sentence
- Change a field in minutes
- Any submission prints to PDF

Clean data at the source. Nobody spends the next morning fixing it.

Metrics that build themselves.

Every submission lands in one place. The report someone rebuilds by hand each morning is just there, and a new metric is a few clicks on data you already collect.

- **Scheduled reports** → emailed to your list at your scheduled time or run on demand
- **New metrics** → built from fields you already collect, no spreadsheet
- **Missed targets** → open a corrective action for the position



Plus live trackers

Holds, work orders and parts on order on one board — status, owner and days open, kept current by the people who own them.

SOPs written where the work happens.

The operator who runs the machine knows the job best, and is the least likely to sit down in Word. Cadence lets them build the SOP right at the machine, on a phone or tablet.

- **Guided SOP creator** → step by step with photos, no Office skills needed
- **SOP from video** → film the job once; Cadence drafts the steps
- **Edit in place** → every version kept and restorable for audits



75% less time to write

Compared with building the same SOP in Microsoft Office. Nothing goes live until a supervisor publishes it.

Training that builds itself from the SOP.

Quizzes

AI Drafted from the SOP.

- select number of questions per SOP
- Safety steps and sequence
- Or built from a manual
- You edit before assigning

Modules

Assembled in minutes.

- SOPs, quizzes, videos, manuals
- Assigned by position or person
- Progress tracked per operator
- Supervisor sign-off

Certifications

Proof the training happened.

- Certificate on completion
- Qualification matrix by position
- Gaps visible before a shift
- An audit trail for every record

Write the SOP once. The quiz, the module and the record follow from it.

One calendar the whole plant reads from.

What's on it

The plant's week, in one view.

- PTO and who's covering
- Changeovers, PM, sanitation, shutdowns
- Vendor and contractor visits

How it gets there

Without anyone retyping it.

- A quick form or a chat message
- Suggested from the production schedule
- Forwarded vendor emails become visits

Who sees it

Every role, on their home screen.

- Frontline to plant manager
- Production schedule right alongside
- One link, on any phone

Suggested events wait for someone to accept them — the calendar only shows what a person confirmed. One place to look, instead of five.

THE FOLLOW-UPS ENGINE

It reads every report. It notices the pattern.

Once a day, OpsPulse reads the past week of comments, issues and actions your crews wrote down — and flags things like:



"Filler 2 cap-feed jam — seen 4× this week, most recently on last night's B shift."



"Running on a used seal — the correct replacement part is still pending."



A leader decides: track it, snooze it, dismiss it, or silence it for good.

WHERE THE AI IS

It drafts and it flags. People decide.

SOP from video

Drafts the steps from the recording. A supervisor edits and publishes.

Quiz drafts

Written from the SOP. You edit every question before it's assigned.

Form from a photo

Reads the paper sheet into the form. The operator checks it and submits.

Follow-ups

Flags what keeps coming up. A leader decides what happens next.

No black box. Nothing is published, submitted or acted on until a person says yes.

Start with the paperwork. Grow from there.



Phase 1 · Foundation

Forms, reports, trackers, calendar and follow-ups, plus OpsCadence SOPs and training.



Phase 2 · Intelligence

Model staffing, schedules, inventory and capacity, and get alerted to conflicts before they happen.



Phase 3 · Supply chain

Supply planning built on the same data. On the roadmap.

Each phase reads what the last one collected. Nothing to re-enter, nothing thrown away.

THE TRIAL

One setup day. Useful in the first week.



Day 1 — set up

Your first shift report, your first SOP and the calendar, built together in one working session.



Week 1 — use it

Crews submit from their phones, reports land in inboxes, and operators start writing SOPs at the machine.



Week 2+ — measure it

Minutes per report and SOPs written, against before. The engine starts flagging repeats.

We'll measure the time saved together. Your numbers, not ours.

OpsPulse + OpsCadence

Shift reports in minutes. SOPs anyone can write. Metrics that build themselves.

Better data. Less paperwork.

Let's talk.