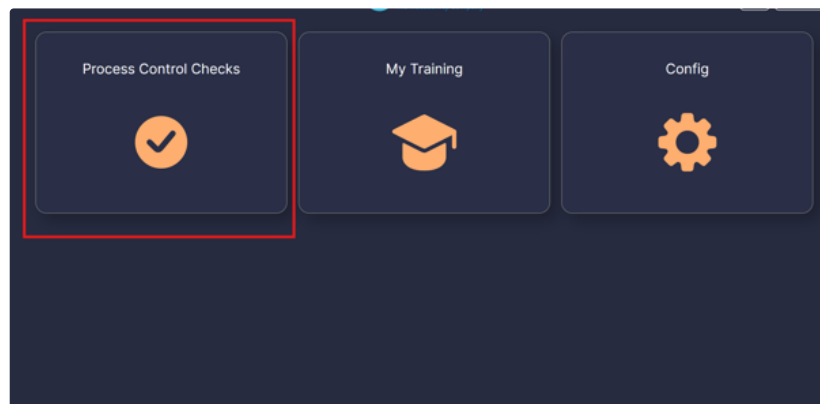
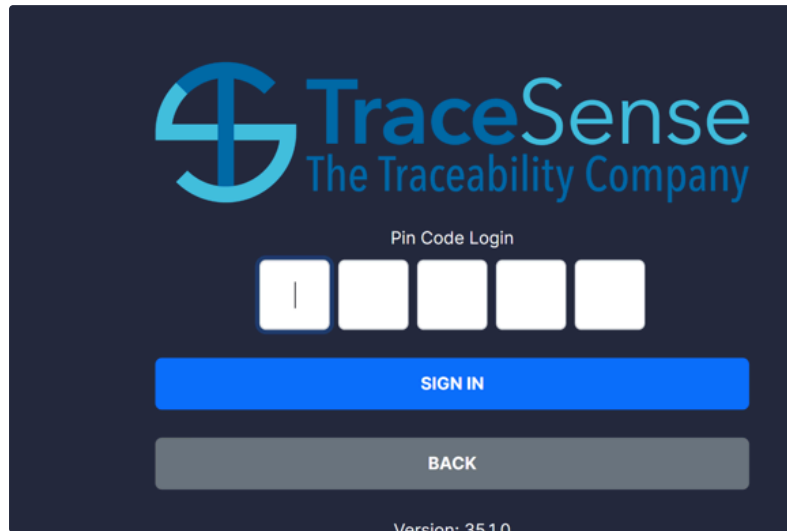
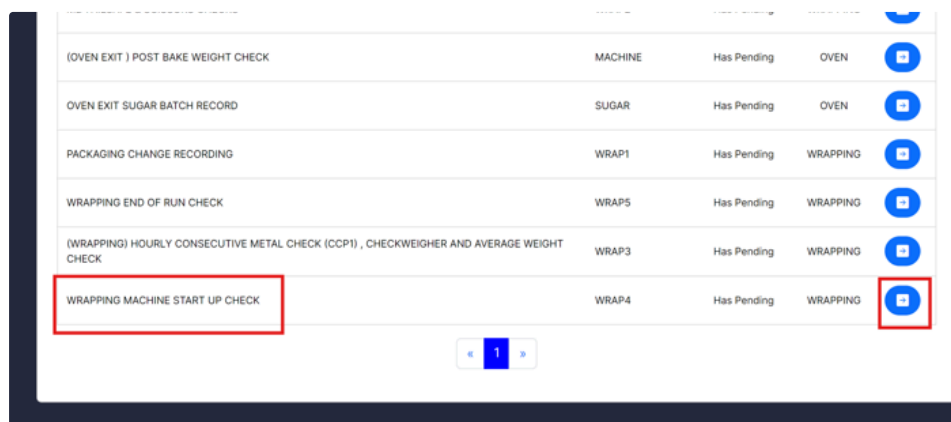


HOW TO COMPLETE A WRAPPING MACHINE STARTUP CHECK

1. When logged onto the ipad using the pin **322176**, go to the “Tracesense” app, then use your 5-digit pin code to Login. When you are logged on, Click on “Process Control Checks”.



2. Scroll down until you see “WRAPPING MACHINE START UP CHECK”, and then click the blue start button on the right.



3. Search for the product you are running by either searching under **job number** or **recipe code** or you can scroll down the list to find it (if job is not there, please speak to manager)

The screenshot shows a search interface with the following fields and controls:

- Schedule Date From:
- Schedule Date To:
- Job Number: (highlighted with a red box)
- Recipe Code: (highlighted with a red box)
- Location Name:
- Status:
- Sort by:
- SEARCH button (blue)
- Refresh button (green)
- Reset button (grey)

Schedule Date	Priority	Job Number	Recipe Code	Description	Recipe Type	Notes	Menu
02/03/2026	-	PR020326002	F6279	BOOTS LO SUG S/B FGRS 150GX12	Finished Goods Recipe	N/A	
01/03/2026	-	PR010326003	303398	WIP BRONTE LEMON SHORTCAKE 20 X 30G	Finished Goods Recipe	N/A	
01/03/2026	-	PR270226003	57004636	PA S/BREAD FINGER PMP 1.59 300G X 14 SRP	Finished Goods Recipe	N/A	
27/02/2026	-	PR270226001	303389	WIP BRONTE VIENESSE 20 X 30G	Finished Goods Recipe	N/A	

4. Then once you have found the product, click on the blue start button.

The table from the previous screenshot is shown in a close-up view. The first row's 'Menu' column contains a blue start button, which is highlighted with a red box.

Schedule Date	Priority	Job Number	Recipe Code	Description	Recipe Type	Notes	Menu
02/03/2026	-	PR020326002	F6279	BOOTS LO SUG S/B FGRS 150GX12	Finished Goods Recipe	N/A	
01/03/2026	-	PR010326003	303398	WIP BRONTE LEMON SHORTCAKE 20 X 30G	Finished Goods Recipe	N/A	
01/03/2026	-	PR270226003	57004636	PA S/BREAD FINGER PMP 1.59 300G X 14 SRP	Finished Goods Recipe	N/A	
27/02/2026	-	PR270226001	303389	WIP BRONTE VIENESSE 20 X 30G	Finished Goods Recipe	N/A	


5. Once you get on the Check Type for your product, press the blue start button.


← Back

Startup Checks Required: Please complete all startup checks before proceeding with other activities.

Startup Check Types

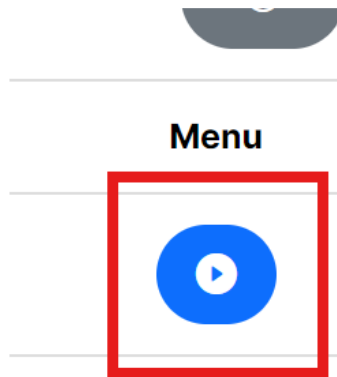
Check Type Code: Check Type Name: Pending Status:

SEARCH 

Check Type Name	Check Type Code	Check Type Status	Category	Menu
WRAPPING MACHINE START UP CHECK	WRAP4	Has Pending	WRAPPING	

« 1 »

6. Click the start button on the right.



7. The App will now display the fields for you to type your answers in.

WM NUMBER :

METAL / LW BIN EMPTY AND TEST PACKS CORRECT AT START OF RUN Y/N? :

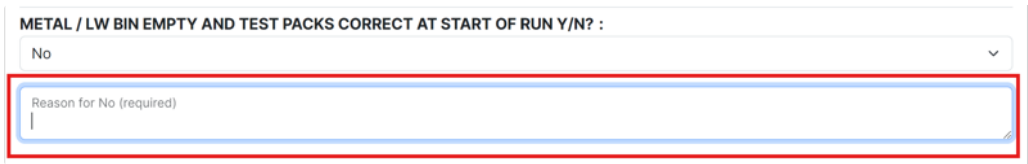
CHECKWEIGHER :

CHECKWEIGHER RECEIPT PRINTED AT START OF RUN :

T1 :

T2 :

8. If any of the yes/no fields are answered “no”, a reason box will appear.

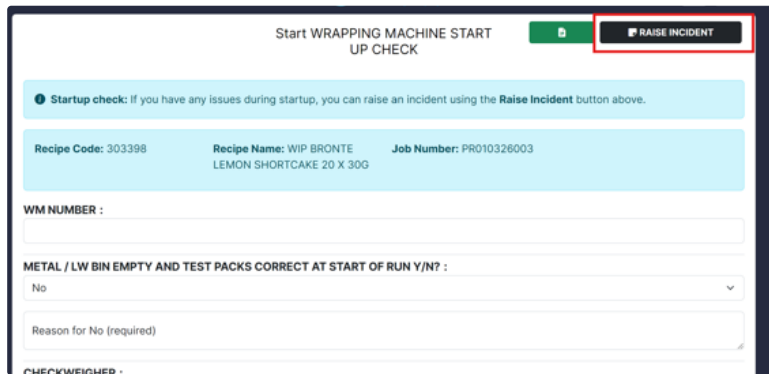


METAL / LW BIN EMPTY AND TEST PACKS CORRECT AT START OF RUN Y/N? :

No

Reason for No (required)

9. If you have any issues and need to raise an incident, scroll up to the top and click on the black **raise incident** button.



Start WRAPPING MACHINE START UP CHECK

RAISE INCIDENT

Startup check: If you have any issues during startup, you can raise an incident using the Raise Incident button above.

Recipe Code: 303398 Recipe Name: WIP BRONTE LEMON SHORTCAKE 20 X 30G Job Number: PR010326003

WM NUMBER :

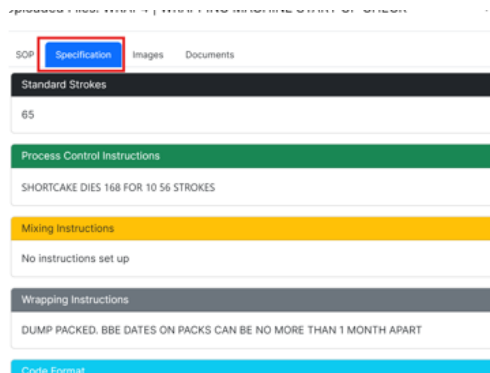

METAL / LW BIN EMPTY AND TEST PACKS CORRECT AT START OF RUN Y/N? :

No

Reason for No (required)

CHECKWEIGHER :

10. If you need to see the Specifications for the check, click the green file icon at the top of the screen and then go over to Specifications (please see 2 screenshots below)



SOP Specification Images Documents

Standard Strokes

65

Process Control Instructions

SHORTCAKE DIES 168 FOR 10 56 STROKES

Mixing Instructions

No instructions set up

Wrapping Instructions

DUMP PACKED. BBE DATES ON PACKS CAN BE NO MORE THAN 1 MONTH APART

Code Format

11. If the target quantity is out of quantity, it will ask for a reason.

T1 :
Target Quantity: 27.3

27.4

You have entered an out of specification quantity. Lower Limit: 27.3 Upper Limit: 27.3

Reason for Out of Specification

12. Once you have filled out the fields for the check, press complete down the bottom

COMPLETE CHECK