

# How to get Material and Labor Costs form Form B to Form A

**Step1: Fill in the item for Form A. Make sure you fill in all the items!**

Item	Category	Description	Purchased	Fabricated	Vendor	Quantity	Material Cost	Labor Cost	Extended Material Cost	Extended Labor Cost	Extended Total
1	Gear Box	Left side gear box case		X	University Machine Shop	1			\$0.00	\$0.00	\$0.00
2											
3											
4											
5											
6											
7											
8											
9											
10											
11											
12											

**These items you have to fill in**

**These items will be linked from Form B**

**These items will be filled in automatically**

Page

**Step2: Go to Form B. Make sure that the Line number and the description are the same as on Form A. You may have to fill these in yourself.**

Microsoft Excel - mbcostreport

R10C5

1	2	3	4	5	6	7	8	9	10	11	12
1	Transmission Subsystem Form B										
2		line 1	on Transmission Subsystem Form A								
3		Description:	Left side gear box case								
4	Material:										
5	Item	Part Name	Material	Density	Unit	Amount	Weight	\$/Unit	Cost		
6	1						0.00		\$0.00		
7	2						0.00		\$0.00		
8	3						0.00		\$0.00		
9									Subtotal:	\$0.00	
10											
11	Labor:										
12		Manufacturing Process		Amount	Unit			\$/Unit	Cost		
13	4								0.00		
14	5								0.00		
15	6								0.00		
16	7								0.00		
17	8								0.00		
18	9								0.00		
19	10								0.00		
20									Subtotal:	0.00	
21											
22											
23									Material Total	0.00	
24									Labor Total	0.00	
25									To Form A Line 1	Subassembly Total	0.00
26											
27											
28	Line	2	on Transmission Subsystem Form A								
29	Description:										

This one should fill in automatically  
Based on the value on top

Draw AutoShapes

Instructions / Cost Guide / Cost Tables / Cost Adjustment Form / Summary Cost / Engine A / Engine B / Transmission A / Transmission B / Drive A / Drive I

## Step3: Fill in the information for the Material and Labor for your part

1	2	3	4	5	6	7	8	9	10	11	12
1	Transmission Subsystem Form B										
2	<b>Line</b>	<b>1</b>	<b>on Transmission Subsystem Form A</b>								
3	<b>Description:</b>	Left side gear box case									
4	<b>Material:</b>										
5	<b>Part Name</b>	<b>Material</b>	<b>Density</b>	<b>Unit</b>	<b>Amount</b>	<b>Weight</b>	<b>\$/Unit</b>	<b>Cost</b>			
6	1	Gear case left side	Aluminum	0.0975	lb/in3	25	2.44	1.25	\$3.05		
7	2						0.00		\$0.00		
8	3						0.00		\$0.00		
9							Subtotal:	\$3.05			
10											
11	<b>Labor:</b>										
12		<b>Manufacturing Process</b>	<b>Amount</b>	<b>Unit</b>	<b>\$/Unit</b>	<b>Cost</b>					
13	4	CNC	2	hour	\$ 70.00	140.00					
14	5					0.00					
15	6					0.00					
16	7					0.00					
17	8					0.00					
18	9					0.00					
19	10					0.00					
20						Subtotal:	140.00				
21											
22											
23						Material Total	3.05				
24						Labor Total	140.00				
25				To Form A Line	1	Subassembly Total	143.05				
26											

Next we will link the Material Total value and the labor Total value from Form B to Form A.



After you press Enter the value should appear on Form A and be linked to Form B. You will see the Formula for this in the cell.

Arial 10 **B** *I* U [Text] [Align] [Format] [Color] [Font] [Style]

H23 **=Transmission B!123**

Transmission Subsystem Form A										
Category	Description	Purchased	Fabricated	Vendor	Quantity	Material Cost	Labor Cost	Extended Material Cost	Extended Labor Cost	Extended Total
Gear Box	Left side gear box case		X	University Machine Shop	1	3.05		\$3.05	\$0.00	\$3.05

Repeat this for the Labor Cost but this time select the "Labor Total" from Form B.

Also now that it is linked, any changes made on Form B for this item will effect the value on Form B.

To remove this all you have to do is delete the contents of the Material Cost and Labor Cost cells on Form A.
