

What is NextPhase[®] Insight?

A single location where you can view and analyze your design, materials, and/or equipment production data.

It's a tool to help you evaluate current processes and utilizations so you can obtain optimal efficiency and effectively manage resources.

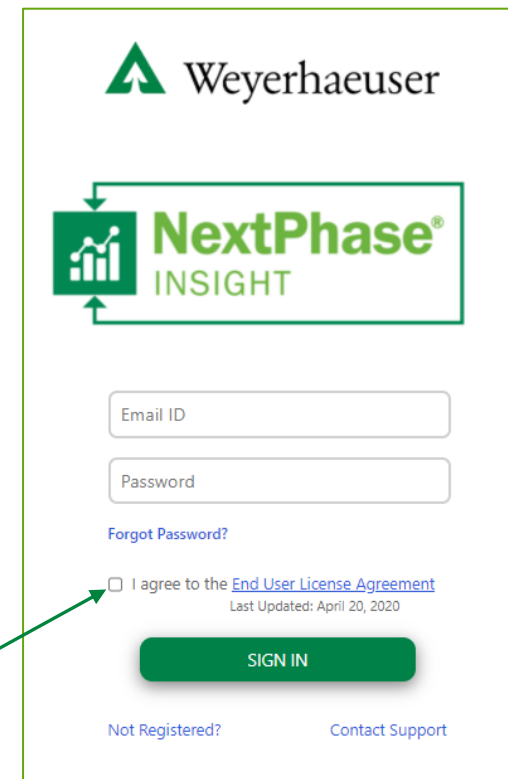
Accessing Your Reports

Information from your software and/or equipment is uploaded periodically, then compiled on a password-protected website for convenient access.

www.nextphaseinsight.com

- ❖ After navigating to the website, you'll need to log in using your email and password.
 - We will initially provide this to you, but we recommend changing the password once you have signed in for the first time.

Don't forget to place a check in the box to agree to the End User License Agreement!



Weyerhaeuser

NextPhase[®]
INSIGHT

Email ID

Password

[Forgot Password?](#)

I agree to the [End User License Agreement](#)
Last Updated: April 20, 2020

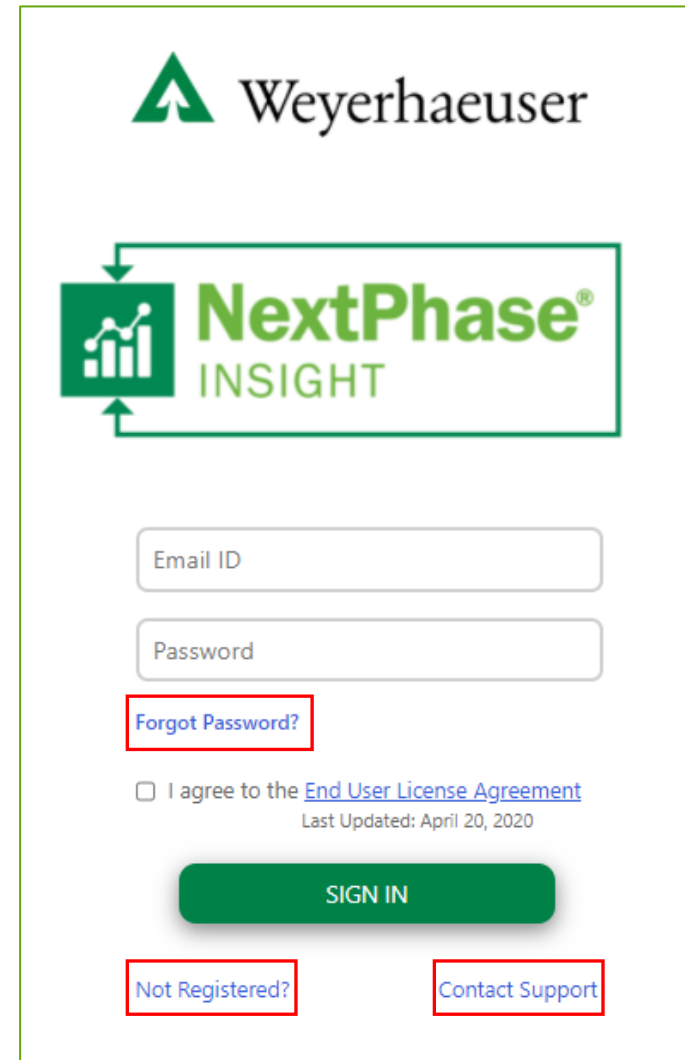
SIGN IN

[Not Registered?](#) [Contact Support](#)

Trouble Logging In?

- ❖ Select **Forgot Password?** to reset your password.
 - Provide your email address and company name and a temporary password will be sent to you – you can set a new password of your choosing once you have logged in.
- ❖ Select **Not Registered?** if this is your first time on the NextPhase Insight site and you have not been provided login credentials or cannot recall receiving them.
 - Provide your first and last name, email address, company name, and software license key (if known) – if a license does not yet exist for you, we may need to contact you for additional information.
- ❖ Select **Contact Support** for general questions or additional login and usage support.
 - Provide your name, email, and a description of your support issue.

All emails will be directed to Software@wy.com.



Weyerhaeuser

NextPhase[®]
INSIGHT

Email ID

Password

[Forgot Password?](#)

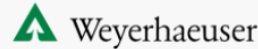
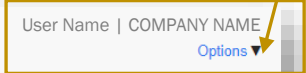
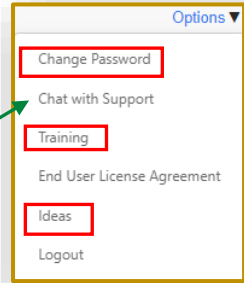
I agree to the [End User License Agreement](#)
Last Updated: April 20, 2020

SIGN IN

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General Interface

Selecting “Chat with Support” from the menu will take you directly to our LiveChat site so that you can chat directly with our software support team during standard working hours or leave a message for a response the next day.



Design

Operations ▼



Change Password

Select this option to reset your password.

- You will need 12 total characters including 2 upper case, 2 lower case, 2 numbers, and 2 special characters.

A screenshot of the 'Change Password' form. It features the Weyerhaeuser logo and the title 'Change Password'. There are three input fields: 'Current Password', 'New Password', and 'Re-enter New Password'. A green 'Confirm' button is at the bottom right.

Training

This site will direct you to various available training resources.

This site has a separate login so make sure to sign up and log in to use!

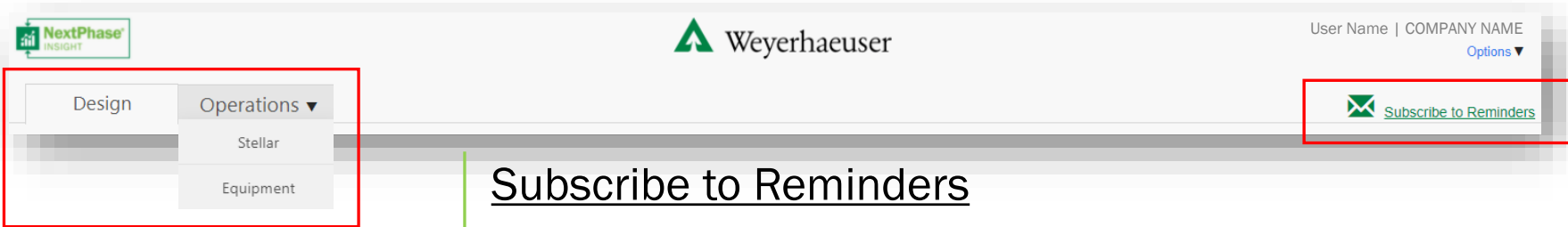
Ideas

Let us know what you want to see added or changed.

- You can add new ideas or vote for others that have already been submitted by your peers.

A screenshot of the 'NextPhase InSight Software Ideas' page. It features the NextPhase InSight logo and the title 'NextPhase® InSight Software Ideas'. There is a blue 'Add a new idea' button. Below it is a table with columns for 'FILTER BY STATUS' and counts: 'Already exists' (0), 'Will not implement' (0), 'Planned' (0), 'Shipped' (5), and 'Log in / Sign up'. To the right is a 'VOTE' button with a '2' and a 'VOTE' label. Further right is a card for an idea titled 'Provide a way to include crew size in o' with a description and a 'Created 18 Aug 04:41pm' timestamp.

General Interface (cont'd)



Design vs. Operations

The **Design** tab will only be visible if your company uses Javelin® software.

The **Operations** tab will only be visible if your company uses Stellar® software and/or NextPhase® saw line equipment.

- Use the dropdown to choose which data you wish to review.

Design and Operations tabs will only be visible if you have requested access to that reporting – contact [Software Support](#) for assistance.

Subscribe to Reminders

Set daily, weekly, or monthly emailed reminders to review your reports.

1. Enter a name for your reminder.
 - Since you can set multiple different reminders, make sure each name is unique.
2. Place a mark in the boxes next to the reports to which the reminder applies.
3. Set the frequency (daily, weekly, monthly).
4. Set the date you'd like to start receiving reminders.
5. Click the Subscribe button to set the reminder.

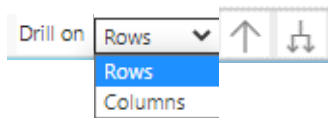
The screenshot shows the 'Reminder Subscriptions' form. The 'Create Reminder' section includes a 'Reminder Name' field with the value 'Daily Production Reports', a list of report types with checkboxes (Equipment, Peer Report, Trends, Work Order Detail, Dashboard, Operations Dashboard, Production Dashboard), an 'Email Address' field with the value 'chama.hahn@weyerhaeuser.com', a 'Frequency' dropdown set to 'Daily', and a 'Start From' date field set to '2022-03-24 11:00'. A green 'Subscribe' button is at the bottom. The 'Current Reminder' section shows a table with one row: 'Monthly Production Reports' with edit and delete icons. A green box with an arrow points to these icons, containing the text 'Edit or delete existing reports.'

Navigation Tools

General Left-Click Selection

Left-clicking on a specific value or category in one visual will cause all other visuals on the page to refresh based on that selection.

Drill Up/Down



Use these tools to adjust the level of detail displayed within each report.

- On some Matrix style visuals, you may be able to drill up/down according to either columns or rows.
- These tools may also be available in the right-click menu.

Focus Mode









Switches visuals to a “Full Screen” view.

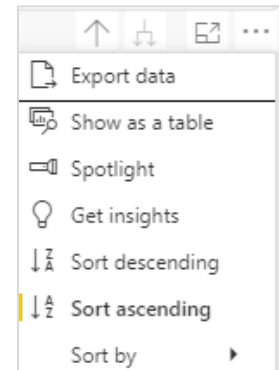
- Use the “Back to report” button at upper-left of screen to return to standard view.



More Options



- **Export Data** 
 - Export summarized data to an Excel or .csv file.
- **Show as a table** 
 - Converts data to table form.
 - Use the “Back to report” button at upper-left of screen to return to standard view.
- **Spotlight** 
 - Greys out other visuals on the page.
- **Get insights** 
 - Currently provides no additional analysis.
- **Sort options**  
 - Sort in descending or ascending order.
 - Use the Sort by dropdown to sort according to corresponding column headers.

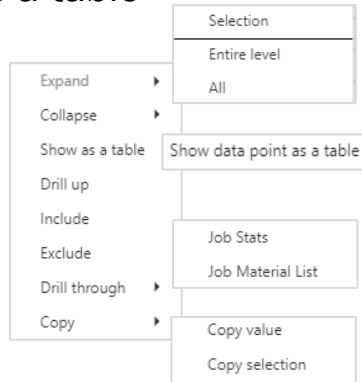


Navigation Tools (cont'd)

Right-Click Selection Options

- Show data point as a table

- Switches visual to full screen with data displayed in table format beneath it.



We recommend using the filters to the left of the visuals or the Drill Up/Down tools rather than using the expand/collapse or include/exclude commands.

- Expand/Collapse

- Collapse or expand rows and/or columns in the matrix based on the cell you have selected.

- Include/Exclude

- Filters data based on where you click within the visual – to remove unwanted include/exclude filtering, refresh your browser window and start over.

- Drill Through

- This brings you to a different report but uses the selected data as a filter in that report.
 - Drill Through may be enabled for multiple fields in each visual so make sure to right-click on the intended cell.
 - Use the Return arrow ↩ to return to the original report.

- Copy options

- Copy Value
 - Copies the value of only the cell selected.
- Copy Selection
 - Copies values of all rows/columns associated with the selected cell.

If you right-click on this cell, **Copy Value** will equal “1 3/4” x 11 7/8” 1.55E TimberStrand LSL”, while **Copy Selection** will give you values from all rows/columns to the right of it, as well as the headers for each column.

Material	Rounded Piece Length (Ft)	Quantity
1 3/4" x 11 7/8" 1.55E TimberStrand LSL	16.00	3
	18.00	5
	30.00	3
	Total	11
1 3/4" x 11 7/8" 2.0E Microllam LVL	18.00	4


Navigation Tools (cont'd)

The image shows a vertical list of filter controls on the left side of a report interface. Each control is a dropdown menu. Callout boxes with arrows point from specific controls to detailed views of those controls:

- Date Produced:** A callout box highlights the date range '1/1/2022' to '3/24/2022'. An arrow points to a calendar view for February 2022, where the date '24' is highlighted in yellow.
- Product:** A callout box highlights the 'Product' dropdown menu. An arrow points to a list of product options: 'All', '14- TJI 110 joist', '14- TJI 210 joist', '14- TJI 360 joist', '16- TJI 210 joist', '16- TJI 360 joist', and '16- TJI 560 joist'. A red box highlights an eraser icon in the top right corner of the list.
- State\Province:** A callout box highlights the 'State\Province' dropdown menu. An arrow points to a list of state/province options: 'CO', 'ID', 'MN', 'NC', and 'PA'. The 'CO' option is checked with a black square.

Filters

All reports have a set of filters that can be applied to help you narrow down your data.

- Date ranges can be typed or selected in the calendar.
- All other filters use a dropdown menu – the options in this menu are populated according to the data within your reports.
 - Place a check in the box next to one or more filter options and the report data will automatically update to reflect your selection.
 - If no boxes are checked, the report will default to include all options.
- The eraser  icon appears when you scroll over each filter category. Use this to clear your filter of all selections.

Need support?

For NextPhase[®] questions:

NextPhaseSupport@wy.com

1-800-833-9491 x4



For software questions:

Software@wy.com

1-800-833-9491

[LiveChat!](#)

