

Check cells S44-X61 for the directives which will result in the departure or temporary stay of a CI.

**Instruction.**

- Naam ► Place a name in C5 ► hit the enter key ► and click the pink button.  
 or [above E17 or I32-33 or M3].  
 Place a number from 20 till 29 in A5 or C18 ► hit the enter key ► Check the name in L3 and ► click the pink button. [above E17 or I32-33 or M3].
- C16 : After activation, *done with the click on the pink button*, the sheet is placed in past-time-mode. This : [in C16] takes a position between a real-time-, past-time- and multiple-entry -mode. Deleting the : will empty C16 (and make the cell white). **You entered real-time-mode;**  
 The computer clock determines a raise {or not} of the basic [by the forum assigned] earning level under  $\Sigma$  TPs/Yu/ $\pi$  ▼ [in F4] and is **automatically inserted** [in F5].  
**Nemo / $\pi$  ▼** is automatically inserted in F5 as well; it allows modifications [;additions] to the basic income level. [Determined by the forum on entering the program].
- D16 0 can be adjusted manually. [0,33 entered provides a same raise as entering 33].

[A protective "error-safety" feature, not to be trespassed]. "Nemo" from **Needs More on/ personal id.**

**Attention:** Once the switch from **BABA-share** to **Ura-Use** can be made, "Nemo" becomes obsolete and is to be taken out of the system. Untill then the Forum may use it [also as incentive]. C12+ shows which [if any] percentage of bonus earning is to be transferred as Offer-in. C12c gives a possibility to modify this percentage for the specific participant at any time.

**You have to keep an eye on what you insert here.** {As you click the 'pink button'}. **The cell is set to 0 [zero] after a reset and after saving data.** Nemo/ $\pi$  quotes are different for most participants.

|            |      |                |           |               |  |
|------------|------|----------------|-----------|---------------|--|
| C16(empty) | 0,40 | ◀25%PtsY $\pi$ | 25%Yaيدا▼ | +TPsYu/ $\pi$ | Provides the bonuses belonging to this person's basic income / level of earning. |
|            | 0,80 | ◀50%PtsY $\pi$ | 1,40      | raise [E16]   |  |

Working on Yaيدا [from 08:00h-20:00h] provides a 50% bonus {in the sample; a 0,80 raise}  
 Work during the week [from 20:00h-08:00h] provides 25% bonus {in the sample; 0,40 raise}  
 Working from Yaيدا 20:00h till Myoda 08:00h provides a 25% bonus on top of the 50% for Yaيدا's {in the sample; a 1,40 raise}. Yaيدا & Myoda translate in English to Sunday & Monday

- C16 : leaves real-time mode, goes to past-time-mode and erases bonus information.  
 C16 – leaves real-time mode, goes to past-time-mode and conserves bonus information.  
 C16 + leaves real-time mode, conserves bonus information and goes to **multiple-entry-mode**. **You entered multiple mode.** Input in C6 till C10 remains. You can change the name and continue to save the hours of all participants involved/ related to the same activity.

**Attention: Stay alert on C12. This cell is always set to – after storing [; a click to save] data.** Keep an eye on Nemo/ $\pi$  ▼ as well. → Nemo/ $\pi$  quotes are different for most participants.

**! Nemo/ $\pi$  is set to 0 [zero] after a reset and after a click to save [;to store] data.**

The need to use of the : in time notations is disabled in TRUST.

- C6 Δ» start ► start-time of recognized earning *start adding*  
 C7 Δ« end ► end-time of recognized earning *ends adding*  
 C8 Φ»start ► start-time of group/centre related activity *adds / subtracts*  
 C9 Φ« end ► end-time of group/centre related activity *adds / subtracts*  
 C13 Ṫ» start ► of T-carrying [start of being 'the question-maker'] *starts subtracting*  
 C14 Ṫ« end ► of T-carrying [end of being 'the boss' (\*)] *ends subtracting*

(\*) is: the responsible for the short term (= < 8hrs) target-setting (on "what are we going to do ?").

- C6-C8-C13 time 0 ▼ counts as midnight 0 ▼ midnight 1515 ▼ as 3:15pm 2120 ▼ as 9:20pm  
 C7-C9-C14 time 100 to 01:00 AM 1500 3:00 PM 1600 to 4:00pm 815 to 8:15am

The need to use of the : in time notations is disabled in TRUST.

- C12 a + [forum] adds Tpoints mentioned in E9.[due to the positive/constructive input].  
 0:– C: +► a – [forum] subtracts Tpoints mentioned in E9.[; negative/non-constructive input].  
 C12c Provides a possibility to modify the nemo percentage for specified participant at any time.

The need to use of the : in time notations is disabled in TRUST.

E6-E8-E13 show the time-span in hours:minutes. E7-E9-E14 show the added or subtracted Tpoints.

**It is recommended to save the input in C6-C9 and C12, before proceeding to C10.**

- C10 F Fi -in ► € amount calls for the total sum ' invested or lend to the group ' [presently] stored during this Dsp period. [Shown in Σ-in Filed ► € amount]. A person can ask an Uragi to return invested sums [the personal Fi-in without interest] within the running Dsp period.  
**Note: Be carefull with C10; Negative amounts without a + in C15 are noticed as incorrect only after saving. Restore such with : place a "c" in C10 to show the [wrongly] filed and file that amount as positive again.**  
 C10p and C10o show what is carried to this cycle from previous P ► Funds O ► Offering
- C11 ¥ Ba-in ► € amount [Σ-in Filed is not shown here; it restricts to the Uragi task].  
 Placing a + in C15 [Uragi] calls the total sum 'brought in' and filed during the running of this cycle.

### Negative hours / Ura:

Individuals can participate accumulating negative Ura. When leaving during a cycle the leaving sum is composed by their Fi-in+ reduced by their participation in shoza costs.

– Ura are transported to the next Dsp-cycle and not included in the **Presara** [= Dsp-distribution in €].

An s or p in C15 provides an intermediate 'dsp' [based on the *now*-moment]. Participants with - Ura are marked in yellow. Entering their name in C5 [or pi# in C18/A5] provides the contact info in line 36.

**Pay attention;** the negative Ura will disappear in adjusting the Yaira/Tpoint quote. Insert manually (after) !

### Additional Instructions for Uragi

DSP cycle/ period; shown in N1 [m.xyz.wd] and C4 [xyz.wd].

M.xyz.wd reads: **M**utida,x=year,yz=month.week [1-4] & **d**ay of the week [1-7] eg. **5.403.wd**; Trust v54\_, 03=Dsp.

- C17 Σ Out/π ► calls for the € amount a person is entitled to when leaving the group during/within the calculation period which is shown in C4 [xyz.11-xyz.47]  
**common economy** ► place a ' p ' in C12 to subtract the (centre-overhead-expenses/participants) x number of participation days in this cycle.[in H25]

[ *The subtracted sum is to be reduced on the running sum and brought up further on* ]

- the new economy** ► place a ' d ' in C12 to subtract the (centre-overhead-expenses/hours per month) x accumulated time dedicated to/in labor for/ group/or/centre.[in F13]

- D17 specs►► any key calls for Dsp- or personal statistics on various category / period. C5"dsp"& anykey in D17 shows accumulated group results. [G34 is here: Σ ○ Φ/use in hours].  
 when colored purple, it means, that to close last Dsp calculation, the Offer-in reserve turned negative.

[move your cursor with the arrow buttons under the pink button]

- D18 needs as input a **1** to show [this year's] average percentages of the participant.

- F17 Indicates participant's percentage [in running period] of the [in total] collected amount of Ura.

- D4 π (pi#)▼ Male receive an even, female an odd personal identification number.

C13 and C14 are not available for female. See AA2 for more details.

- E4 Σ ΘDSP/π During the running cycle accumulated € [accumulated Ura x "currency value"].

- F13 Σ Φ/use/π Accumulated time dedicated to /in labor for / the group /or/ centre.

[ root of the right to use other facilities / services / products ]

Time shown [in F14] serves in the compare with the total time [Σ○ Φ/use] spend in the Shoza [in H29].

- F15 Yaira /Pts-ill Percentage of basic earning level [determined by the forum on entering the program] as 'guaranteed' income when scheduled by the forum for tasks in/at the centre.

### Yaira procedure

C15 needs a +. C12 can get an ' y '. Δ» T« are set to 0:00 [ ill people don't work or carry T's ].

Scheduled time in Φ is modified to an addition {or not} to the basic earning level.

To read Uragi related information and perform Uragi related tasks place a + in C15.

Group related Uragi task starts with 'dsp' in C5.

(**DSP**; Distribution Symbiosis Product, executed on the last day of a cycle. You can however visit a status quo of developments here.)

- Dsp** When called this file there is a reminder placed in H7 to put a + in C15 to activate the task as Uragi [C12+ group totals in column H]. Participants are mentioned in column J. An u in C12 changes names to the participant details. (π p.i.d.number & Pts Points/ hour). The total amount of BA-in [in H11] *minus* the remaining Fi-in (+0,23% compensation) [in H9] will result in the DSP [H7]. **DSP** is consequatively *divided by* the total amount of Ura [H5]. Result is a [cycle"currency"] value [H19], shown under "1 Üra now". Column I individualizes amounts of the Dsp portion and expresses this in €. The participants share consists of: (Ura x cycle value) + (invested \_or lend\_ sum with a 0,23% interest).

At the end of a Dsp cycle [on da.47] final additions/modifications to the Shoza costs are to be made **[and to be saved]**. "Shoza" translates in English to: Community Centre.

**Festival** After Dsp calculation there is a 12% subtraction on what is starting sum in the O reserve. If this amount is not transferred to the indicated account, it is to be booked under DSP Ba-in. It will then be [re-inserted] in the Offer-in reserve.

**Shoza Cost** Belong as task to the forum [Uragi]. Shoza costs can be inserted **always**, yet, to read the correct content of the 'Σ Funds' you need to insert 'dsp' in C5 & a + in C15. Place an **s** in C12, and follow the color order in column G to add or subtract € amounts. [G4 corresponds with G12, G5 with G13, G6 with G14, G7 with G15, G8 with G16 and G9 with G17] Σ BaBa in **G11** corresponds with the **sum of G12-G17**. G11 responds directly. *Modifications to the Varia(Tra) can only occur under Dsp [;when "dsp" is inserted in C5].*

**Attention:** **You will have to save your modification** { click the pink button to store the modifications }  
The Fi-out & Offer-in action can only occur at the end of a cycle and are fully automated.

F<+ = -► **A positive amount will be treated as negative.** The proces takes the Σ Fi-in out. [the sum mentioned in H9 is copied to C10]

Offer ► **A positive amount will be treated as positive.** The proces took the Σ Fi-in out. [the sum mentioned in is copied F9 to C11].

C11 p Merely shows what remained as Σ Funds from the previous Dsp period. € amounts in C11 may be larger than F9. This, to give an opportunity to insert external/previous sums in this cycle's distribution. Fi-out [interest included] is transferred to Shoza cost under Varia (Tra)nsport.

s p ► Placing an **s** in C12 *after the above* shows the Σ Ba-In **without** the Offer-in [in H11]. Column I shows the distributed with Offer-in. A difference is caused by the interest on Fi-in by the individual reciever and may emerge as negative sum in Σ Funds. Placing a **p** in C12 inserts the Fi-out-ed sum on the Shoza Cost list, which is spread over the number of participants. Σ Ba-In [H11] *minus* Σ BaBa [G11] equals Σ Sub [I19]. Column I however assumes there is a sum in Σ Funds and calculates the participants share of Σ Ba-In *minus* the individual contribution to the Shoza Cost [Σ BaBa]. It shows, what those who did & those who didn't 'earn' are 'left to recieve' or '[supposed] to pay. In H23 appears 'what is subtracted from the Σ Funds' to cover the Shoza Costs.

Turn-out.47 You can /are to/ insert a **1** in cell D18 to activated the reset/prepare for the next cycle.  
1► out► [move the cursor with arrowkeys under the pink button] To start the process hit the pink button.  
**Turn-out can only be done on da.47;** the last day of the cycle. {or modify computer date}  
L33 shows the subtracted & what non-recievers are [still supposed] to contribute to the Shoza Cost.

**exit during cycle** It may happen a participant wants to quit. *Udai-Wa-Re articles are returned.* Participant's name is inserted and (any key) placed in C17; Σ Out/π► appears with C15+

Σ Out/ π► He or she participated on day xyz.11. Calculations made, include [in total] the departure day; Cycle exit [H24] on day: [H25]; counting the number of "cycle participation days".

E12 Shows the amount of € a parting individual is entitled to claim. Being: ([cycle "currency"] value on Cycle exit day **x** accumulated [individual] ura) + (invested or lend sum+interest). The forum may subtract the [above] amount [in E12] with either a **p** or a **d** inserted in C12.

[ in this case you can speak of: P for payment, D for donation ]

C12 p Subtract E12 with **Payment:** Shoza Cost on Cycle exit day *divided by* number of participants [ΦShare in H21] **x** number of days of participation in cycle [H25].

A difference between [sub-1] & [DSP] is the Fi-in+interest distributed within the sums of the participants.

C12 d Subtract E12 with **Donation:** **new economy** ► Shoza Cost on Cycle exit day *divided by* hours/month **x** number of hours used by participant during this cycle [Φ use/π in H23]. ◀  
K33 shows what the departing participant is entitled to take with. [in N66 the reset-resistant Back-up]

