

Standard Services - Detailed Mapping

STANDARD SERVICES - Pricing Matrix

A Service Name	<input type="text"/>	E Outside Service	<input type="checkbox"/>	I Active	<input checked="" type="checkbox"/>
B Description	<input type="text"/>	F Print Template Group	<input type="checkbox"/>	J WF Template Group	<input type="checkbox"/>
C Code	<input type="text"/>	G Taxable	<input type="checkbox"/>	K Change Order	<input type="checkbox"/>
D Service Type	<input type="text" value="v"/>	H Commissionable	<input type="checkbox"/>	L Billable	<input type="checkbox"/>

DO NOT CHECK

- A Service Name:** The name of the service. It should be clear and easily understood by production staff.
- B Description:** Description of service. Used in the service information of a line item detail, and in reporting.
- C Code:** A unique identifier assigned to each service, typically used as shorthand for easier reference and management. In addition to streamlining job setup, the code also drives key sales reports, including “Sales by Customer/Service Code” and “Sales by Service Code.”
- D Service Type:** This dropdown contains the service types set up in your **Admin Section → Service Types**. Defines the department a service belongs to (e.g., Data Processing, Print, Finishing) in Midnight. **PLEASE NOTE:** In Midnight, service type and department are used interchangeably.
- E Outside Service:** Should be checked if the service will be purchased from an outside vendor. “Outside” services will show in a separate column on select Sales Reports.
- F Print Template Group:** Check if the service should act as a master category for organizing print product templates. **IMPORTANT:** The “Active” box must be left unchecked.
- Learn more in the Midnight Knowledge Base: [How to Create a Print Template Group](#).
 - View YouTube Video: [Midnight MIS - Print Product Template Setup](#).
- G Taxable:** Indicates whether a service is taxable for calculating sales tax on invoices.
- H Commissionable:** Select this option if the sales revenue from the service should be included in commission calculations and reports.
- Please Note:** “Customer UDF26” is defined as “Commission %” and is displayed within the CRM window. Midnight calculates commissions by applying the Commission % to all Commissionable Services, and the results populate the Accounting: Commission Report.
- I Active:** Check if service is active.
- J WF Template Group:** Check if this service will be used as a master category for grouping wide format product templates. **IMPORTANT:** The “Active” box must be left unchecked.
- K Change Order:** Used for custom modification and it is important to **NOT** check this service.
- L Billable:** Used for custom modification and it is important to **NOT** check this service.

Standard Services

Accounting

M GLID	<input type="text" value="Select"/>
N Item Code	<input type="text" value="Select"/>
O Commodity Code	<input type="text" value="Select"/>

P Itemization Code	<input type="text" value="<Select>"/>
Q Unit of Measure	<input type="text" value="<Select>"/>

M GLID: This dropdown contains the Accounting GLIDs that were set up in your **Admin Section → Accounting**. The General Ledger ID is a unique identifier that maps each service in Midnight to a specific revenue account in your financial system's chart of accounts.

IMPORTANT: GLIDs are required for accounting export purposes and must be mapped appropriately in your accounting software to ensure transactions post accurately when Midnight is integrated.

- Learn more in the Midnight Knowledge Base: [QuickBooks Supplement](#).
- Learn more in the Midnight Knowledge Base: [QuickBooks Online Supplement](#).

N Item Code: Inventory Item, maps to the Inventory Items in QuickBooks. This dropdown contains the Item Codes that were set up in your **Admin Section → Accounting**. The Item Code links a Midnight service to the corresponding item code/number in your financial system. If item codes/numbers are used in your financial system, these must be mapped correctly to ensure accurate posting.

O Commodity Code: Directly related to OneSource tax integration.

P Itemization Code: This dropdown contains the codes that were set up in your **Admin Section → Itemization**. Identifies and maps to the Class Codes (classes) in QuickBooks.

Q Unit of Measure: Used for custom reporting purposes only.

Standard Services




 [View YouTube Video: Midnight 6.6 Training | Pricing](#)

Pricing	
R Service Action	<input type="text" value="No Launch Action"/>
S Wizard Number	<input type="text"/>
T Edit Wizard	
U Base Price	<input type="text"/>
V Min. Price	<input type="text"/>
W Setup Fee	<input type="text" value="0.00000"/>
X Setup Time(Min)	<input type="text" value="0.00"/>
Y Unit Cost	<input type="text"/>
Z Run Rate	<input type="text"/>
AA Markup %	<input type="text" value="0.00%"/>

DO NOT ENTER VALUE }

SEE FIG. 1, PAGE 7
FOR EXAMPLE
CALCULATIONS

R Service Action: This dropdown controls whether a special action is triggered when the service is selected on an Estimate or Order. By default, it is set to “No Launch Action” for standard services. Other available options include:

- Launch Wide Format Calculator (advanced calculator used for wide-format products).  [View Demo.](#)
- Launch Service Wizard (launches a predefined service wizard, identified by its assigned Service Wizard number).
 - Learn more in the Midnight Knowledge Base: [Service Wizard Setup and Use.](#)
 - Learn more in the Midnight Knowledge Base: [Expr and Variance within Wizards.](#)
 - Learn more in the Midnight Knowledge Base: [Re-Launch a Service Wizard.](#)
- Launch Simple Wide Format Calculator (simple square feet calculator, length x width).  [View Demo.](#)
- Launch Print Calculator (used for digital or offset runs).  [View Demo.](#)
- Launch Laminator Calculator: (used for jobs requiring lamination).

PLEASE NOTE: When a calculator is launched, pricing is determined by pre-defined press standards.

S Wizard Number: If Service Action is set to “Launch Wizard,” then you will specify the starting wizard number here. Wizards present a series of questions (that you set up) that can adjust the price, run-rate, cost, setup fee and setup time for the selected service.

T Edit Wizard: Click to edit the service wizard associated with the selected service.

U Base Price: Base price is the unit price (retail) in an estimate or order and is also the starting point for service wizard price variances. Please note: If you set a base price of a value under \$1, the quantity of the service in an estimate or order will default to the expected quantity. If you set a base price over \$1, the quantity of the service in an estimate/order will default to 1.

V Min. Price: A fixed minimum price for the service that will always be charged independent of quantity, discounts, and customer-specific pricing.

W Setup Fee: Enter a setup fee to be included in the line item pricing for the service.


X Setup Time (min): Enter a setup time in minutes.

Y Unit Cost: The actual expense that is incurred to provide a service. It should include any direct costs tied to delivering this service. Unit cost is used to calculate profit and profit margin %.

Z Run Rate: Number of pieces that can be run per hour, only used for services that will be scheduled and does not affect pricing.

AA Markup %: Used for custom modification and it is important to **NOT** enter a value.

Standard Services

 **View YouTube Video:**
[Midnight MIS - Standard Service Setup related to Print Calculator](#)

BB

Print Additional Service

☒

CC

Run Rate Type

Unit Per Hour

DD

Unit

Est Press Time

EE

\$/Unit

FF

Markup

☐

GG

Hide Service

☐

DO NOT CHECK

WF Additional Service ☐

BB Print Additional Service: If enabled, this option allows the service to be selected within a Print Item in an Estimate or Order. The advantage of including services as a “Print Additional Service” is that all of the instructions for creating the print item will be associated with and grouped together on the work order. Checking it also activates the additional fields below.

■ Learn more in the Midnight Knowledge Base: [Flag a Standard Service as a Print Additional Service.](#)

CC Run Rate Type: Options are “Unit Per Hour,” “Inches Per Hour,” or “Feet Per Hour.”, options used inside the wide-format calculator.

DD Unit: This is how Midnight defines what unit type this Print Additional Service will use as its multiplier.

- Est Press Time: \$/Unit multiplied by Est Print Time
- Net Impressions: \$/Unit multiplied by Net Impressions
- Quantity: Base Price/\$Unit multiplied by Quantity of print item. Please note, if \$/Unit is empty, will default to service Base Price.
- Run Sheets: \$/Unit multiplied by number of Run Sheets
- N/A: Defaults to a quantity of 1, quantity is editable within the additional service in the print item.

Here is an example of how these multipliers affect the pricing of a service.

Additional Services							Run Results	
Service	Description	Unit	Quantity	Unit Price	Ext. Price	Markup		
Cut - Est Press Time	Cut - Est Press	Est Press Time	4.08	\$0.50000	\$2.04	<input checked="" type="checkbox"/>		
Cut - Net Impressions	Cut - Net Impres	Net Impressions	10,002	\$0.50000	\$5,001.00	<input checked="" type="checkbox"/>		
Cut - Quantity	Cut - Quantity	Quantity	20,000	\$0.50000	\$10,000.00	<input checked="" type="checkbox"/>		
Cut - Run Sheets	Cut - Run Sheet	Run Sheets	5,002	\$0.50000	\$2,501.00	<input checked="" type="checkbox"/>		
Cut - N/A	Cut - N/A	N/A	1	\$0.50000	\$0.50	<input checked="" type="checkbox"/>		
							Size: 9.0000 X 6.0000 Paper: 13X19 100# GLOSS COVER - ENDURANCE Net Impressions: 10,002 Est Print Time: 4.08 Hours Parent Sheets Used: 5,002 Run Sheets Used: 5,002 Pre Cut sheets/Lifts: 0.00 Pre Cut Time: 0.00 Pre Cut Lifts: 0 FinCut Sheets/Lifts: 0.00 Fin Cut Time: 0.00 Fin Cut Lifts: 0 Est. Run Lbs: 0.00	

EE \$/Unit: Required dollar value to be used with the above unit multipliers (Est Press Time, Net Impressions and Run Sheets).

FF Markup: Checkbox defines whether the user wants to mark up and/or edit that markup within the print item. It is recommended to check this box.

Please note: if this box is not checked, the services cost will not be included in the run details of a print item.

GG Hide Service - This is a placeholder for future development. It is recommended to **NOT** check this box.

Standard Services

Print Additional Service ☐

HH WF Additional Service ☒

II Unit

JJ \$/Unit

HH **WF Additional Service:** If enabled, this option allows the service to be selected within a Wide Format Print Item in an Estimate or Order. Checking it also activates the additional fields below.

II **Unit:** This is how Midnight defines what unit type this WF Additional Service will use as its multiplier.

- Per SqFt Total: \$/Unit multiplied by Square Feet
- Per SqFt Each: \$/Unit multiplied by Square Feet
- Per Lin inch Perimeter: \$/Unit multiplied by Linear Inch Perimeter (the calculation is in linear feet)
- Per Lin Inch Length: \$/Unit multiplied by Linear Inch Length
- Per Lin Inch Width: \$/Unit multiplied by Linear Inch Width
- Quantity: Base Price\$/Unit multiplied by Quantity of wide format item. Please note, if \$/Unit is empty, will default to service Base Price.
- N/A: Defaults to a quantity of 1, quantity is editable within the additional service in the wide format item.

JJ **\$/Unit:** Dollar value to be used with the above unit multipliers.

Here is an example of how these multipliers affect the pricing of a service.

Template Group

Template Name

Name

Quantity

Description

Calculate

Delete

Cancel


Printer Details	Additional Services							Run Results		Old Calculation
Material Roll Details	Service	Description	Unit	Quantity	Unit Price	Ext. Price		Finish Sq Ft	18.0000	
Additional Services	HEM-PSFT	Hem - Per SqFt Total	Per SqFt Total	10	\$ 0.25	\$ 45.00		Total SqFt Used	180.0000	
Volume Pricing	HEM-PSFE	Hem - Per SqFt Each	Per SqFt Each	10	\$ 0.25	\$ 45.00		Ln Ft Used	60.0000	
Notes	HEM-PLIP	Hem - Per Lin Inch Perimeter	Per Lin Inch Perimeter	10	\$ 0.25	\$ 540.00		Printer Cost	\$ 75.26	
	HEM-PLIL	Hem - Per Lin Inch Length	Per Lin Inch Length	1	\$ 0.25	\$ 9.00		Ink Cost	34.5600	
	HEM-PLIW	Hem - Per Lin Inch Width	Per Lin Inch Width	1	\$ 0.25	\$ 18.00		Material Cost	0.0000	
	HEM-QTY	Hem - Quantity	Quantity	10	\$ 0.25	\$ 2.50		Waste %	0.00%	
	HEM-NA	Hem - N/A	N/A	1	\$ 0.25	\$ 0.25		Total Print Cost	\$ 34.56	
						Total =		Service Cost	\$ 659.75	
								Total Cost	\$ 769.57000	
								Cost/Sqft	\$ 4.28	
								Markup	70.00%	
								Price/Sqft Override	<input type="checkbox"/>	
								Price/Sqft	\$ 7.26816	
								Price Each	\$ 130.82690	
								Total Price	1308.26	

CALCULATION RESULTS:

Per SqFt Total	18 (sq ft) x 10 (qty) x .25 (unit price)	\$45.00
Per SqFt Each	18 (sq ft) x 10 (qty) x .25 (unit price)	\$45.00
Per Lin Inch Perimeter	2160* (lin in) x 10 (qty) x .25 (unit price)	\$540.00
Per Lin Inch Length	36 (length) x 1 (qty) x .25 (unit price)	\$9.00
Per Lin Inch Width	72 (width) x 1 (qty) x .25 (unit price)	\$18.00
Quantity	10 (qty) x .25 (unit price)	\$2.50
N/A	1 (qty) x .25 (unit price)	\$0.25

Perimeter formula: $P = 2 \times (\text{length} + \text{width})$
 $2 \times (72+36) = 2 \times 108 = 216$ (Lin Inch)
 $216 \times 10 \text{ (qty)} = 2160^*$

Standard Services

 **View YouTube Video:**
[Midnight 6.2 Training | Scheduling & Dynamic Job Board](#)

Scheduling

KK Machine Dept

<Select>

LL Machine

Select

MM # of Helpers

NN Show on DJB/Calendar

☒

OO Show on ShopFloor/Display View

☒

PP Auto Schedule

☒

QQ Schedule Days

Scheduling

- KK Machine Dept:** A department or general categories used with the Scheduling module in Midnight.
- LL Machine:** The specific machine in the previously selected department where this service will be automatically scheduled. If no machine is selected, the user will be able to choose from all machines in that department during scheduling.
- MM # of Helpers:** Used for scheduling only.
- NN Show on DJB Calendar:** If checked the service will show on DJB task view grid. It's best to be selective of which services you show as to avoid minutiae. **PLEASE NOTE:** Task and Urgency Statuses for the DJB are set up in **Admin Section → Global Settings → DJB**.
 - Learn more in the Midnight Knowledge Base: [Dynamic Job Board](#).
 - Learn more in the Midnight Knowledge Base: [DJB Module](#).
- OO Show on Shop Floor/Display View:** When enabled, the service will be available for shopfloor data collection. If checked the service can be accessed by scanning with a barcode scanner, logging in with a kiosk code, and will appear on the shopfloor TV displays.
- PP Auto-Schedule:** Indicates whether this service can be automatically scheduled using Midnight's auto-scheduling feature.
- QQ Days:** This field is only visible when Auto-Schedule is selected. Enter the number of days to schedule this service before the "Due Date" or after the "Material In" date.

For example: If your normal turn-around time is 7 business days from the order creation date, and you want to auto-schedule a "Cutting" service, you would enter "3" in order to schedule this service 3 days before the due date.

Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
Received	DP/Prep	Approval	Print	Cutting	Box/Ship	Due Date

- Learn more in the Midnight Knowledge Base: [Orders Tabs](#).

Standard Services

Other Settings

RR

Show on Orders Shipping Tab☐

SS

Enable Proofing☐

TT

Multiplier

0.00000

Other Settings

RR Show on Orders Shipping Tab: If checked the service displays on the order **Shipping → Ship to Multiple Locations**.

Shipping Locations

Close

Choose File

No file chosen

Bulk Upload

Download example CSV file

Select Shipping Locations (0)

LocationID	Name	Company	Address 1	Address 2	City	State	Zip	Country	Ship Via			
	Paige Turner	Aloha Travel Agency	5555 Palm Tree Lane		Savannah	GA	31405	United States				

of Boxes

0

Per Box

0

Tracking #(s)

Tax Jurisdiction

Select

Load All Order Services

Copy this location's services to ALL locations below

Code	Name	Description	Quantity	Unit Price	Ext Price	Version
Select	Select	Select	0	0	0	Select
Print - Digital	Print - Digital	Print - Digital - Postcards 9 x 6 4/4	5000.00000000	0.24546400	1227.3200	Grand Opening Postcards 9x6 4/4 Print & Mail
File Upload	File Upload	Print - Digital - File Upload - File Upload	5000.00000000	0.75000000	3750.0000	Grand Opening Postcards 9x6 4/4 Print & Mail

Select

0.00000000

0.00000

0.00

- SS Enable Proofing:** Can assign this service to appear in the proofing module. Do not recommend.
- TT Multiplier:** Placeholder for future development.

Standard Services

Volume Pricing

Quantity	Discount
No data to display	

uu

0

vv

0.00

Volume Pricing

Volume Pricing allows you to apply volume-based discounts to this service, offering price breaks as service quantities increase.

uu Quantity: Define the minimum quantity to which a discount begins.

vv Discount: Enter discount %.

Example:

- Quantities under 10,000 - no discount.
- Quantities between 10,001 and 25,000 will receive a 5% discount.
- Quantities between 25,001 and 50,000 will receive a 6% discount.
- Quantities between 50,001 and up will receive an 8% discount.

Volume Pricing

Quantity	Discount
10001	5.00%
25001	6.00%
50001	8.00%

0

0.00

FIG. 1

Print Additional Service Example: Base Unit Price Calculation with \$/Unit + Service Wizards Variances

Service Information

Service Qty

2,500

Service Type

Finishing

Service Type Code

FN

Description

Sample Service

File:

Item Notes

3 pkts, 1 helper, Standard

Commodity Code

Select

Commissionable

☐

Taxable

☒

Base Price

\$0.04514

Setup Fee

102.30000

Setup Time

1.10

SVC Discount %

0.00%

PRT Discount %

0.00%

Unit Cost

\$0.04514

Base Unit Price

\$0.10092

Markup %

0.00%

Unit Price

\$0.10092

Ext. Price

\$252.30

STANDARD SERVICES - Pricing Matrix

Pricing

Service Action

Launch Service Wizard

Wizard Number

3000 : Saddlestitch

Base Price

0.0265700

Min. Price

150.00000

Print Additional Service

☒

Run Rate Type

Unit Per Hour

Unit

Quantity

\$/Unit

0.0266

Markup

☐

Hide Service

☐

Setup Fee

65.10000

Setup Time(Min)

0.70

Unit Cost

0.0265700

Run Rate

3500.0000

Markup %

0.00%

WF Additional Service

☐

3000

Saddlestitch

Saddlestitch

Number of pockets

Choice Text	RunRate Expr	RunRate Variance	SetupFee Expr	SetupFee Vari	SetupTime Expr	SetupTime Vari	Text Input	Price Expr	Cost Variance	Price Variance	Variance Input	Sort Order	Successor		
1 pkt	+		0	+	0	+	0	+	0	0			1	3001	
2 pkts	+		0	+	18.6	+	0.2	+	0	0			2	3001	
3 pkts	+		0	+	37.2	+	0.4	+	0	0			3	3001	
4 pkts	+		0	+	55.8	+	0.6	+	0	0			4	3001	
5 pkts	+		0	+	74.4	+	0.8	+	0	0			5	3001	
6 pkts	+		0	+	93	+	1	+	0	0			6	3001	

3001

Saddlestitch

Saddlestitch

Number of helpers

Choice Text	RunRate Expr	RunRate Variance	SetupFee Expr	SetupFee Vari	SetupTime Expr	SetupTime Vari	Text Input	Price Expr	Cost Variance	Price Variance	Variance Input	Sort Order	Successor		
None	+		0	+	0	+	0	+	0	0			1	3002	
1 helper	+		0	+	0	+	0	+	0	0.01857			2	3002	
2 helpers	+		0	+	0	+	0	+	0	0.03714			3	3002	

3002

Saddlestitch

Saddlestitch

Difficulty

Choice Text	RunRate Expr	RunRate Variance	SetupFee Expr	SetupFee Vari	SetupTime Expr	SetupTime Vari	Text Input	Price Expr	Cost Variance	Price Variance	Variance Input	Sort Order	Successor		
Standard	+		0	+	0	+	0	+	0	0			1	0	
Easy	+	1000		+	0	+	0	-	0.0059	0.0059			2	0	
Difficult	-	1000		+	0	+	0	+	0	0.01063			3	0	

Standard Service “\$/Unit”

\$ 0.0266

Service Wizard Variance (1 helper)

+ \$ 0.01857

Total Base Price

\$ 0.04514

Standard Service Setup Fee

\$ 65.10

Service Wizard Variance (3 pkts)

+ \$ 37.20

Total Setup Fee

\$ 102.30

The Total Base Price + Total Set Up Fee is not more than \$150.00 minimum price.

\$150.00 / 2500 (Service Qty)

Base Unit Price

= \$ 0.10092

NOTE: If no “Min Price”

Base Price

\$ 0.04514

Setup Fee (\$102.30 / 2500)

+ \$0.04092

Base Unit Price

= \$0.08606