

PROJECTS

PROJECTS - TRAVEL

From the Travel tile you to view a list of all the travelling that was done by the Technician linked to the selected project.

The information is view only and no changes can be made from this screen.

Ribbon Access: Maintenance / Projects > Projects

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		Equipment	t / Locations	Contract F	Finance / HR	Inventory	Maintenance	/ Projects	Manufacturing	Procurement	Sales	Service	Reporting	Utilities
In		Tasks	Generate		Maintenance		Standard	Work Order						
Ins	ucuons	1 dSK5	Tasks	work Requests	Radar	Projects	Methodology	Allocation	Allocation					
Preventative a Reactive a Radar					Projects 4								\diamond	

- 1. The *Project Listing* screen will be displayed.
- 2. Select the *Site* where the project can be located.
 - The example has *Durban* selected.
- 3. Select the *Status* of the project.
 - The example has **Open** selected.
- 4. Click on the *row*of the *project* you wish to view *travel* information for.
- 5. Click on the *Travel* tile.



Projects - Travel

Edit Sa	orkspaces • orkspaces •	Apply P	roject Methodology (Close Project Baseline Close Project	💰 Emp	loyee Time ect Time gress Report	Print Delivery Note	Export My Pro	n • • jects 🗌	Refresh Re	eports		
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S	II Listing	Hierarchy										_
r text to search	prag a											
Time Bookings	Proj	ectRef 🔺	Description	Status In Dic O	StatusDesc all c Open	EndDate = 05/06/2017	ManagerName	Notify	CustomerCode	CustomerName	DeptName	
	Na sec		RBC				8 B C	n∎c No	TIA001			
	▶ 🕀 P	RJ0000071	SP240 New Deal.				Bianca Du Toit					
Services	± P	RJ0000075	Check Technician Assignment	0	Open	17/09/2014	Belinda Sharman	No	HOP001	Hope Works (Pt		
	± P	RJ0000082	Test Projects viewed in Cust	0	Open Open	18/09/2014 02/10/2014	Belinda Sharman	No No	HOP001 DER001	Hope Works (Pt Derton / Techno		
	± P	RJ0000083	New machine installation				Bianca Du Toit					
Third Party Services	± P	RJ0000085	tst	0	Open	02/10/2014	Bianca Du Toit	No	DER001	Derton / Techno		
	5 ± P	RJ0000087	SP240 New Deal	0	Open	14/11/2014	Bianca Du Toit	No	TIA001	Titan Group		
	⊞ P	RJ0000089	Machine installations	0	Open	08/02/2015	Belinda Sharman	No	HOP001	Hope Works (Pt		
Travel	± P	RJ0000090	Sprint SP1912 New Deal Sale	0	Open	11/01/2015	Belinda Sharman	No	HOP001	Hope Works (Pt		
Iravei	± P	RJ0000091	Service for HOP001 on 06 No	0	Open	07/11/2014	Bianca Du Toit	No	HOP001	Hope Works (Pt		
	⊞ P	RJ0000092	Scheduled Maintenance for H	. 0	Open	07/11/2014	Bianca Du Toit	No	HOP001	Hope Works (Pt		
	± P	RJ0000093	Scheduled Maintenance for D	0	Open	07/11/2014	Bianca Du Toit	No	DER001	Derton / Techno		
Expenses	± P	RJ0000094	Scheduled Maintenance for Y	0	Open	07/11/2014	Bianca Du Toit	No	YES001	Young Electric		
	± P	RJ0000095	Scheduled Maintenance for T	0	Open	07/11/2014	Bianca Du Toit	No	TIA001	Titan Group		
	± P	RJ0000098	Site Inspectino	0	Open	18/03/2015	Bianca Du Toit	No	HOP001	Hope Works (Pt		
	⊞ P	RJ0000099	Install Machines	0	Open	21/03/2015	Bianca Du Toit	No	HOP001	Hope Works (Pt		
	⊞ P	RJ0000100	Machine inspection required	0	Open	29/05/2015	Belinda Sharman	No				
	⊞ P	RJ0000101	Scheduled Maintenance for H	0	Open	15/05/2015	Bianca Du Toit	No	HOP001	Hope Works (Pt		
For Contract	± P	RJ0000102	Scheduled Maintenance for D	0	Open	15/05/2015	Bianca Du Toit	No	DER001	Derton / Techno		
	⊞ P	RJ0000103	Scheduled Maintenance for H	0	Open	15/08/2014	Bianca Du Toit	No	HOP001	Hope Works (Pt		
	⊞ P	RJ0000104	Scheduled Maintenance for D	0	Open	15/08/2014	Bianca Du Toit	No	DER001	Derton / Techno		
	E P	RJ0000105	Scheduled Maintenance for Y	0	Open	15/08/2014	Bianca Du Toit	No	YES001	Young Electric		

- 6. The *Travel for Project : [project ref number]* screen will be displayed.
- 7. From this screen you can view a list of all the travel information logged against the project, by the Technicians linked to a Work Order in the Project.
- 8. The scroll bar at the bottom of the screen indicate that there are further information available. Scroll to view the columns on the right hand side of the screen.
- 9. Click on *Back* to return to the Project Listing screen.



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