

CONTRACT

CONTRACTS - SCHEDULED MAINTENANCE TASKS

Linking Tasks to a Contract means that you can monitor and generate Scheduled Maintenance to ensure the contract items are serviced and maintained regularly.

> Note: Remember that contracts are linked to specific machines or locations, so you need to select the relevant contract item *before* you can link a scheduled maintenance task to that item.

You will first need to set up tasks in order to be able to link them to a Contract.

Ribbon Access:Contract > Contracts

P .	*			_		BPC	: Version 2.1	.0.56 - Exampl	e Company				1	0 3
e 💜	iquipment and l	ocations	Contract	Financ	ce and HR	Inventory	Maintenar	nce and Project	s Manufa	cturing Pro	curement Sa	es Service	Reporting	Utities
?	Short Term Contracts	Meter Usage	Release Billing Period	Billing	Close Billing Period	Awaiting Contract	Period Escalations	Adhoc Escalations	Escalation Notifications	(R) Unprocessed Meters	Manual Contra Invoice	t Contract Credit Notes	Billing Preview	
Mas	ter a						Prior	ressing					Preview	

LINK A TASK TO A MACHINE

- The Contract Listing screen will open.
- Select the *Site* that you wish to work in.
 - ° In this example, *Durban* has been selected.



A 1				Contract	Listing - BPO: V	ersion 2.1.0.56 - Exampl	le Co	ompany		- (a x
Home Equipment an	dlé	cations Cont	ract Finance a	ndHR Inver	ntory Maintena	nce and Projects Manu	fact	uring Procurement Sales Ser	vice Reporting	Utites	_ & x
Add Edit Delete We Processing		Carl Save Li Worksp Save Fi Format	ayout 📲 H aces • 😽 5 Iter III A	told 💰 iuspend 🚜 luticase (Pr	Release For Appr Remove From Ap Approve Contrac itus Processing	oval 😑 🗖	irbar	—		i r	
Links Ø						3		Cape Town			
Enter text to search P		ContractNo	ContractType			CustomerName			StartDate	EndDate	Department
Functions	+	COURDERA	coneactrype	Lordon	custome code		ĸ		ovar undie	C MUGIC	Urchai arrier
ruicoviis	Ê	000000014	me	Dahar Isa	114004	100 10	-	and Dave Comm	10 10 - 2014	12 14-1 2010	Calue Dana
Notes		C00000014	090	Durban Area		Titan Group		lost Per Copy		16 May 2019	
		C0000016	000	Main	TIA001	Titan Group		ost Per Copy		13 Jun 2019	
		C00000018 C00000019	CPC	Main ma	SAM001	Samanthas Diner		ost Per Copy	09 Jul 2014 28 Jul 2014	09 3./ 2019	Sales Depar
Documents	ł.		090	BPO_TEL	OFF001	Office Supplies Unlimited				28 Jul 2019 31 Jan 2016	Sales Depar
Address of the	Ľ	C00000020	CPC	Main	HOP001	Hope Works		ost Per Copy			
		C00000028	00	Main Durban Area	HAC001	Hack PC - IT Shop		ost Per Copy		29 Jun 2020 24 Mar 2021	
CONSIGNATION OF THE OWNER OF THE		C00000031 C00000038	OPC OPC			Young Electric Samanthas Diner		ost Per Copy			ALCONT DURING
Hold History				Durban Area				ost Per Copy		23 Jun 2021	
		C00000041	090	Main	PAN001	Panda Copiers		ost Per Copy		05 34 2021	Sales Depar
		C00000042	OPC OPC	Main	HOP001	Hope Works		ost Per Copy		07 Sep 2021	
Suspend History		C00000043		Main	HOP001	Hope Works		ost Per Copy	- Alexandra	07 Sep 2021	
		C00000044	CPC	Main	BOT0001	Bothas Networking Inc	0	ost Per Copy	25 Oct 2016	25 Oct 2021	Sales Depar
Processing Invoices											
Credit Notes	7				_						
		-									



• By default, this screen will list all the *Active* contracts for the selected site, select an *alternative* status, if required.

Inter Equipment and Locations Contract France and IR Intertury Maintenace and Projects Manufacturing Procurement Sales Reports Utility Md Edit Darks Image: Sales Image: Sales </th <th>-</th> <th></th> <th></th> <th></th> <th></th> <th>Contract</th> <th>Listing - BPO: V</th> <th>fersion 2.1.0.56 - Example</th> <th>e Company</th> <th></th> <th></th> <th>80</th> <th>X</th>	-					Contract	Listing - BPO: V	fersion 2.1.0.56 - Example	e Company			80	X
Md Mark <	and the second second	Equipment a	ndli	ocations Con	tract Finance	and HR Inve	ntory Maintene	ance and Projects Manu	facturing Procurem	ent Sales Serv	ice Reportin	g Utilities	- 8
dd Edit Dottic Workpaces Support Support Created Support Attric Pret	AB	V		III Save L	ayout 📢	Hold 🛃	Release For App	roval 🙈 Du	rban 🔹	End Carial Na		A 🕰	
Processing State Filter Backase Proposition Context Context Context Context Context Processing nis 4 Final Context Tipe Context Here to conce be that conce Context Tipe Context Here to conce be that conce Context Tipe Context Here to conce be that conce Context Tipe Context Here to conce be that conce Context Tipe Context Here to conce be that conce Functions 0 Context Tipe Context Here to conce be that conce Context Tipe Conce Context Tipe Conce Context Tipe Conce Context Conce Context Tipe Conce Context Tipe Conce Context Tipe Conce Context Conce Context Tipe Conce Context Tipe Conce Context Tipe Conce Context Conce Note: 0 Concentration Context Tipe Conce Context Tipe Conce Context Conce Context Tipe Conce Context Conce Context Tipe Conce Context Conce Context Tipe Conce Context Conce Context Tipe Conce Context Conce Context Tipe Conce Context Conce Context Tipe Conce Context Conce Context Tipe Conce Context Conce Context Tipe Conce Context Conce Context Tipe Conce Context Conce Context Tipe Conce Context Conce Context Tipe Conce Context Conce Context Tipe Conce Context Conce Context Tipe Conce Context Conce Conce Context Tipe Conce Context Conce Context Conce Context Conce Conte				Works	paces * 👸	Suspend 💰	Remove From Ag	proval 📉 🗛	tive •		Alexand and	and a strend	
Processing Front State Processing Current Prot Ref ref State Processing Current Prot State Processing Current Prot Ref	Add Edit	Delete 1	hen	% Save F	iter IL	Release Pr	Approve Contrac		Refresh	Find Contract	Print Exp		1
initial interfactories Contractify control for active for	Process	ing .			100						Print	Rei	
Initial to search			T									17	
Contractions Contracting Contracting <thcontracting< th=""> <thcontracting< th=""></thcontracting<></thcontracting<>												1	1
Notes • C0000014 CPC Durban Area Titadi Group Cast Per Copy 16 May 2014 16 May 2015 Sales Deg C0000016 CPC Main Titadi Group Cast Per Copy 13 Jun 2014 13 Jun 2019 Sales Deg C0000017 CPC Main SM0010 Samanhas Drier Cast Per Copy 03 Jul 2014 03 Jul 2019 Sales Deg C00000017 CPC Main SM0010 Samanhas Drier Cast Per Copy 03 Jul 2014 03 Jul 2019 Sales Deg C00000017 OPC Main HOP011 Hope Works Cast Per Copy 01 Jan 2011 31 Jan 2015 Sales Deg C00000018 OPC Main HOP011 Hope Works Cast Per Copy 01 Jan 2015 Sales Deg C00000011 OPC Durban Area YM0101 Haak PC - IT Shop Cast Per Copy 23 Jan 2015 Sales Deg C00000011 OPC Main HOP011 Hope Works Cast Per Copy 05 Jul 2016 Sales Deg C00000014 OPC		entri Kr	1	ContractNo	ContractType	Location	CustomerCode	CustomerName	ContractTypeDesc	OrderNo	StartDate	EndDate	Departme
Notes COCCOND16 CPC Main TA001 Titler Group Catter Copy 13 Jun 2014 13 Jun 2019 Sales Deg COCCOND15 CPC Main SAM001 Samanthas Diner Catter Copy 09 Jul 2014 09 Jul 2015	Functions		٩										
Colonomia Or. Main Taking or option Colonomia Co	and the second se		,	C00000014	CPC	Durban Area	TIA001	Titan Group	Cost Per Copy		16 May 2014	16 May 2019	Sales Depa
Community Community <thcommunity< th=""> <thcommunity< th=""> <thc< td=""><td>Noted</td><td></td><td></td><td>C00000016</td><td>CPC</td><td>Main</td><td>TIA001</td><td>Titan Group</td><td>Cost Per Copy</td><td></td><td>13 Jun 2014</td><td>13 Jun 2019</td><td>Sales Depa</td></thc<></thcommunity<></thcommunity<>	Noted			C00000016	CPC	Main	TIA001	Titan Group	Cost Per Copy		13 Jun 2014	13 Jun 2019	Sales Depa
Coorners				C0000018	CPC	Main	SAM001	Samarithas Diner	Cost Per Copy		09 34 2014	09 34 2019	Sales Depa
Index Coccoccccccccccccccccccccccccccccccccc	_			C00000019	CPC	BPO_TEL	OFF001	Office Supples Unlimited	Cost Per Copy		28 Jul 2014	28 3/ 2019	Sales Depa
Indd Hetory C00000031 OPC Durban Area VES001 Young Electric Cost Per Capy 24 Mar 2016 23 Jan 2016 23	boowing			C0000020	CPC	Main	HOP001	Hope Works	Cost Per Copy		01 Jan 2011	31 Jan 2016	Sales Depa
Hold Hetery CO0000038 CPC Durban Area SAM001 Samanthas Diner Cost Per Copy 23 Jun 2016 23				C0000028	CPC	Main	HAC001	Hack PC - IT Shop	Cost Per Copy		29 Jun 2015	29 Jun 2020	Sales Depa
Contractive				C0000031	090	Durban Area	YE5001	Young Electric	Cost Per Copy		24 Mar 2016	24 Mar 2021	Sales Depa
Scopend Hetary CC0000042 CPC Main HOP001 Hope Works Cost Per Capy 07 Sep 2016 07 Sep 2021 Technical Scopend Hetary CC0000042 CPC Main HOP001 Hope Works Cost Per Capy 01 Aug 2016 07 Sep 2021 Sales Dep 2021	Hold History			C0000038	CPC	Durban Area	SAM001	Samanthas Diner	Cost Per Copy		23 Jun 2016	23 Jun 2021	Sales Depa
Supercificitation CC00000043 CPC Main HOP001 Hope Works Cost Per Copy 01 Aug 2016 07 Sep 2021 Sales Dep Sales Dep 25 Oct 2016 25 Oct 2016 25 Oct 2016 25 Oct 2021 Sales Dep Sales Dep 25 Oct 2016 25 Oct 2016 25 Oct 2021 Sales Dep Sales Dep 25 Oct 2016 25 Oct 2016 25 Oct 2021 Sales Dep Sales Dep 25 Oct 2016 25 Oct 2016 25 Oct 2016 25 Oct 2011 Sales Dep Sales Dep 25 Oct 2016 25 Oct 2016 25 Oct 2011 Sales Dep Sales Dep 25 Oct 2016 25 Oct 2016 25 Oct 2016 25 Oct 2011 Sales Dep Sales Dep 26 Oct 2016 25 Oct 2016 26 Oct 2016<				C00000041	CPC	Main	PAN001	Panda Copiers	Cost Per Copy		05 Jul 2016	05 Jul 2021	Sales Depa
Support History CO0000044 CPC Main BOT0001 Bothas Networking inc. Cost Per Copy 25 Oct 2016 25 Oct 2021 Sales Dep Processing				C00000042	OPC	Main	HOP001	Hope Works	Cost Per Copy		07 Sep 2016	07 Sep 2021	Technical
CC00000044 CPC Main BOT0001 Bothas Networking Inc Cost Per Copy 25 Oct 2016 25 Oct 2021 Sales Dep Processing Involced Involced<	Suspend Histo			C0000043	CPC	Main	HOP001	Hope Works	Cost Per Copy		01 Aug 2016	07 Sep 2021	Sales Depa
Invoices CredtNotes	Contractions			C00000044	090	Main	8070001	Bothas Networking inc	Cost Per Copy		25 Oct 2016	25 Oct 2021	Sales Depa
	Processing Invoices												
4 (0	Credit Notes												
			1	6			-)					_	_



SELECT A CONTRACT

- Select the *row* of the *contract* that is linked to the machine where you wish to view the linked tasks.
- Click on *View*.



<u>ب</u>			Contract	Listing - BPO: W	ersion 2.1.0.56 - Example	e Company			33	D X
A1000	nd Locations Cont	tact Finance a	nd HR Inver	itory Maintena	nce and Projects Manu	facturing Procurent	ent Sales	Service R	eporting Util	te - d
ABVI	Save L	ayout 🧃 H	ald 🔬	Release For Appr	roval 👝 🗖	rban •	Find Ser		A I	1
🔮 😧 🗙 🛛	Worksp	aces . 20	uspend 💰	Remove From Ap		tive •	Hino sen	a no.		•
Add Edit Delete V	ew Save Fi			Approve Contrac	Close	Refresh	Find Con	tract Prin	t Export	Reports
Processing	Format	- 22		his Processing		Current		1 1	vint ,	Ren
inks 4	1									
Inter text to search P	Grag a column he								1	
stesses	ContractNo	ContractType	Location	CustomerCode	CustomerName	ContractTypeDesc	OrderNo	StartDate	EndDate	DepartmentName
Functions	۲									
-	C00000014	CPC	Main	TIA001	Titan Group	Cost Per Copy		16 May 2014	16 May 2019	Sales Departmen
Notes	C00000016	CPC	Main	TIA001	Titan Group	Cost Per Copy		13 Jun 2014	13 Jun 2019	Sales Departmen
	C00000018	CPC	Main	SAM001	Samanthas Diner	Cost Per Copy		09 Jul 2014	09 3.4 2019	Sales Departmen
	C00000019	OPC	BPO_TEL	OFF001	Office Supplies Unlimited	5 Cost Per Copy		28 3.4 2014	28 Jul 2019	Sales Department
Documents	C0000020	CPC	Main	HOP001	Hope Works	Cost Per Copy		01 Jan 2011	31 Jan 2016	Sales Department
	C0000028	CPC	Main	HAC001	Hack PC - IT Shop	Cost Per Copy		29 Jun 2015	29 Jun 2020	Sales Department
	C0000031	CPC	Durban Area	YES001	Young Electric	Cost Per Copy		24 Mar 2016	24 Mar 2021	Sales Department
Hold History	C0000038	CPC	Durban Area	5AM001	Samanthas Diner	Cost Per Copy		23 Jun 2016	23 Jun 2021	Sales Department
CONTRACTOR OF A	C00000041	CPC	Main	PAN001	Panda Copiers	Cost Per Copy		05 3,4 2016	05 Jul 2021	Sales Departmen
	C00000042	CPC	Main	HOP001	Hope Works	Cost Per Copy		07 Sep 2016	07 Sep 2021	Technical
Suspend History	• C00000043	CPC	Main	HOP001	Hope Works	Cost Per Copy		01 Aug 2015	07 Sep 2021	Sales Departmen
and a second second second	C0000044	CPC	Main	B0T0001	Bothas Networking inc	Cost Per Copy		25 Oct 2016	25 Oct 2021	Sales Departmen
Processing Invoces										
Credit Notes										
pen Windows *	1								24	Apr 2018



NOTE THE SERIAL NO.

- The *Maintenance for Contract No.: []* screen will open.
- Make a note of the *serial number* of the contract machine that you wish to link a scheduled maintenance task to.
 - In this image, serial No. *2020-102041* has been noted.



, a Format Links a									
Enter text to search)	The made control to	ocier here to group by that calumn Description	ModelNo	SeriaNo	ArraiDantin	LocationDesc	Location	ShippingAddress	
Functions	4	Descriptor.	PANDIN	action of	hasenegro	LOUGH IN COL	COCREAT	angging to car	
n management	HOMACH	New Machine		nm10301			Reception	Plot 91 Leaf Road, F	6
Notes	E SP2020	SP2020 Sprint Colour Multi Functional Copier	SP 2020	2020-102041			Reception	Plot 91 Leaf Road, F	0
	⊞ SP2020	SP2020 Sprint Colour Multi Functional Copier	692020		the second second second				
Documents Hold Hatory Suspend History	in a di Sandi	Shava shin coor nas rununa core	1.000	2020-103053	AREGODD48		First Floor	1 Postal, Address, p	00
Hald Hatary			df 2020	202-103053	ARE6000048		First Floor	1 Postal, Address, p	00



NAVIGATE TO THE ASSETS LISTING SCREEN

- You now need to navigate to the *Assets Listing* (*Machine List for* []) screen.
- Click on the *Equipment and Locations* ribbon tab.



Links	a Drag a column h							
Enter text to search	,P PartCode	Description	ModelNo	SeriaNo	AssetRegNo	LocationDesc	Location	ShippingAddress
Functions								
	HE NMACH	New Machine		nm10301			Reception	Plot 91 Leaf Road, Fr
Notes	E SP2020	SP2020 Sprint Colour Multi Functional Copier	SP2020	2020-102041			Reception	Plot 91 Leaf Road, Fo
	⊞ SP2020	SP2020 Sprint Colour Multi Functional Copier	5P2020	2020-103053	AREG000048		First Floor	1 Postal, Address, po
Processing								

• Click on *Assets*.



	1	ct Finance and HR Inventory Maintenar				01010002.00			
ets Depreciation Function Equipment Location	ons								
Links 1									
Enter text to search		Description	ModelNo	SerialNo	AssetRegNo	LocationDesc	Location	ShippingAddress	
Functions									
	E NMACH	New Machine		nm10301			Reception	Plot 91 Leaf Road	Fo
Notes	+ 🗉 SP2020	SP2020 Sprint Colour Multi Functional Copier	SP2020	2020-102041			Reception	Plot 91 Leaf Road	
	E \$92020	SP2020 Sprint Colour Multi Functional Copier	5P2020	2020-103053	AREG000048		First Floor	1 Postal, Address,	, por
Hold History Suspend History									
Supend History									



- The *Machine List for []* screen will open.
- Use the <u>filter row</u> to type in and search for the serial no. noted in the previous step.



Home Equipment a	nd Locations Contract Finance and HR Im	entory Maint	enance and Projects	Manufacturiz	ng Procurement	Sales Service Re	porting Utilities	- 17	
🔁 🕼 🗙 🛛		Ourban	• 🕲	100	P 19	2			
dd Edit Delete V	lew Save Layout Workspaces Save Filter	Al	• Refresh	Revalue C	anvert Buy Back	Print Export	Reports		
Maintenance	Format		urrent	Pr	ocess	Pint	Reports		
nks I			AUT 0111 _		14177				
ter text to search P								. /	
	Description	InventoryC	SerialNo	ModelNo	AsselRegNo	CustomerName	Dept%ame	Status	
Functions	-								
THE REAL PROPERTY OF	SP2020 Sprint Colour Multi Functional Copier	SP2020	20-12345	\$P2020	123	Hope Works	Technical	A	
WO History	SP 1919 Sprint Colour MFC	SP1919	19-12345	1919		Derton Technologies		A	
	SP1919 Sprint Colour MPC	SP1919	19-90200	1919				A	
	SP 19 19 Sprint Colour MFC	SP1919	19-90201	1919		Office Supples Unl		A	
Project History	Sprint copier	SP1818	18-30200			Hope Works	Technical	A	
	K147 Kyocera Colour Copier	1458-96523	K147-123456789	K147		Office Supples Uni		A	
	K147 Kyocera Colour Copier	1458-96523	SIN13512345	K147				A	
Meters	K147 Kyocera Colour Copier	1458-96523	SIN32413546	K147		Hope Works	Technical	A	
	SP 19 19 Sprint Colour MPC	SP1919	20-857485	1919		Hope Works	Technical	A	
	Kruger ZN Fax Machine	KZN-12ZTFB	sin12345568	21122		Young Electric	Sales Department	A	
History	K147 Kyocera Colour Copier	1458-96523	sin123	K147		Young Electric	Sales Department	A	
and a second	K147 Kyocera Colour Copier	1458-96523	14-9652365	K147		Westwood Dynamic		A	
	SP2020 Sprint Colour Multi Functional Copier	SP2020	abc147a	SP2020				A	
-	SP2020 Sprint Colour Multi Functional Copier	SP2020	abc147b	SP2020				A	
BOM	SP2020 Sprint Colour Multi Functional Copier	SP2020	abc147c	SP2020		Derton Technologies		A	
	SP 19 19 Sprint Colour MFC	SP1919	cvb123	1919				A	
	SP 19-12 Colour Copier	SP19-123456	\$P19-12185274	SP19-12		Titan Group		A	
Warranties 1	SP 19-12 Colour Copier	SP19-123456	19-12/1201	SP19-12		Titan Group		A	
	SP19-12 Colour Copier	SP19-123456	19-12/1202	SP19-12		Samanthas Diner		A	
	SP 19-12 Colour Copier	SP19-123456	1912-147258	SP19-12				A	
Notes	SP 19-12 Colour Copier	SP19-123456	1912-102030	5P19-12				A	
	SP19-12 Colour Copier	SP19-123456	1912-102031	SP19-12		Samanthas Diner		A	
	SP 19-12 Colour Copier	SP19-123456	1912-102032	SP19-12		Bothas Networking		A	
Documents	SP19-12 Colour Copier	SP19-123456	1912-102033	SP19-12				A	
	SP 19-12 Colour Copier	SP19-123456	1912-102034	SP19-12		Danny Storm IT Cafe		A	

• You can now view your initially selected machine.



SELECT MACHINE

- Select the *row* of this machine.
- Click on the *Maintenance* tile.



Hone	Enione	at and i ara	was Cash	ad Enan			BPO: Version 2.1.0.				Sales Service Rep		- 0
5	L d.d	in orange of		at man			enance and Projects	M		in in the second second		wary usides	
) 🔰	/ X		2		Ti I	Durban	• 😯	8	6 P		🗳 🖪	1	
dd Edit	t Delete	View	Save Layout	Workspace	tes Save Filte	r Al	 Refresh 	Rev	alue Conv	ert Buy Back	Print Export	Reports	
Main	teration	-		Format		. 0	ureit		Proce		Print	Reports ,	
des		8				App	lied Filter : Contai	is([Se	rialNo], '20	20-102041')			
ter text to s	search	ρ											
Meters		- 1110	scription			InventoryCod	e SerialNo		ModelNo	AssetRegNo	CustomerName	DeptName	Statu
meters		•	in grant			Elitonia Jose	2020-102041		PRODUCTIV	naccogn	CONTRACTOR	Preparation	21010
		D 9	2020 Sprint C	olour Multi Fi	unctional Copie	r 5P2020	2020-102041		SP 2020		Hope Works	Technical	A
BOM													
BOM Warrantie Notes	19												
Warrantie													
Warrantie	ts nce												
Warrantie Notes Document Maintenar	ts nce		(Contains([S	eraño], '20	20-102041)								EdtF



ASSIGN A TASK TO THE MACHINE

• Follow the steps in the Assets: Assign A Taskmanual to complete this process of assigning a maintenance task schedule to a contract machine.

LINK A TASK TO A LOCATION

In the *Contract Listing* screen,

- Select the *site*.
 - ° In this example, *Durban* has been selected.



A 1				Contract	Listing - BPO: V	ersion 2.1.0.56 - Exampl	le Co	ompany		- (a x
Home Equipment an	dlé	cations Cont	ract Finance a	ndHR Inver	ntory Maintena	nce and Projects Manu	fact	uring Procurement Sales Ser	vice Reporting	Utites	_ & x
Add Edit Delete We Processing		Carl Save Li Worksp Save Fi Format	ayout 📲 H aces • 😽 5 Iter III A	told 💰 iuspend 🚜 luticase (Pr	Release For Appr Remove From Ap Approve Contrac itus Processing	oval 😑 🗖	irbar	—		i r	
Links Ø						3		Cape Town			
Enter text to search P		ContractNo	ContractType			CustomerName			StartDate	EndDate	Department
Functions	+	COURDERA	coneactrype	Lordoni	custome code		ĸ		ovar undie	C MUGIC	Urchai arrier
ruicoviis	Ê	000000014	me	Datas Inc.	114004	100 10		and Dave Comm	10 10 - 2014	12 14-1 2010	Calue Dana
Notes		C00000014	090	Durban Area		Titan Group		lost Per Copy		16 May 2019	
		C0000016	000	Main	TIA001	Titan Group		ost Per Copy		13 Jun 2019	
		C00000018 C00000019	CPC	Main ma	SAM001	Samanthas Diner		ost Per Copy	09 34 2014	09 3./ 2019	Sales Depar
Documents	ł.		090	BPO_TEL	OFF001	Office Supplies Unlimited			28 34 2014	28 Jul 2019 31 Jan 2016	Sales Depar
Address of the	Ľ	C00000020	CPC	Main	HOP001	Hope Works		ost Per Copy			
		C00000028	00	Main Durban Area	HAC001	Hack PC - IT Shop		ost Per Copy		29 Jun 2020 24 Mar 2021	
CONSIGNATION OF THE OWNER OF THE		C00000031 C00000038	OPC OPC			Young Electric Samanthas Diner		ost Per Copy ost Per Copy			ALCONT DURING
Hold History				Durban Area				100.000 M		23 Jun 2021	
		C00000041	090	Main	PAN001	Panda Copiers		ost Per Copy		05 34 2021	Sales Depar
		C00000042	OPC OPC	Main	HOP001	Hope Works		ost Per Copy		07 Sep 2021	
Suspend History		C00000043		Main	HOP001	Hope Works		ost Per Copy	- Alexandra	07 Sep 2021	
		C00000044	CPC	Main	BOT0001	Bothas Networking Inc	0	ost Per Copy	25 Oct 2016	25 Oct 2021	Sales Depar
Processing Invoices											
Credit Notes	7				_						
		-									



• By default, this screen will list all the *Active* contracts for the selected site.

A '			Contract	Listing - BPO: V	fersion 2.1.0.56 - Example	e Company			80	X
Home Equipment a	nd Locations	Contract Finance	and HR Inve	ntory Maintene	ance and Projects Manuf	acturing Procurem	ent Sales Serv	ice Reporting	Utilities	- 8 3
ABVI	- 10 Sa	we Layout	Hold 🔬	Release For App	roval 🔒 🗖	rban 🔹	Find Serial No.		ê 🕋	
· · · · · ·		orkspaces • 👸	Suspend 💰	Renove From Ap	proval 📉 Act	tve •	T THU SCIENCE	Alexandra alla	8 🕛	
Add Edit Delete V	len 🖁 Sa	ve Filter	Release P	Approve Contrac	close Contract	Refresh	Find Contract	Print Exp	port Report	
Processing	Fo	onat 4		itus Processing		Current	-	Print	, Re	
inks #		2.112.2								
Enter Text to search, P		n headar here to gro							1	1
27 S	Contractiv	o ContractType	Location	CustomerCode	CustomerName	ContractTypeDesc	OrderNo	StartDate	EndDate	Departmen
Functions	9									
Notes	+ C000000		Durban Area		Titan Group	Cost Per Copy			16 May 2019	
(NVNEW	C000000		Main	TIA001	Titan Group	Cost Per Copy			13 Jun 2019	
	C000000		Main	SAM001	Samanthas Diner	Cost Per Copy		09 34 2014	09 34 2019	Sales Depar
	C000000		BPO_TEL	OFF001	Office Supples Unlimited			28 34 2014	28 34 2019	Sales Depar
Decumența	C000000		Main	HOP001	Hope Works	Cost Per Copy				Sales Depar
	C000000		Main	HAC001	Hack PC - IT Shop	Cost Per Copy				Sales Depar
	C000000		Durban Area		Young Electric	Cost Per Copy			24 Mar 2021	
Hold History	C000000		Durban Area		Samanthas Diner	Cost Per Copy			23 Jun 2021	
	C000000-		Main Main	PAN001 HOP001	Panda Copiers	Cost Per Copy		05 Jul 2016	05 Jul 2021	Sales Depar
	C000004		Main	HOP001	Hope Works Hope Works	Cost Per Copy Cost Per Copy			07 Sep 2021 07 Sep 2021	
Suspend History	C0000004		Main	8070001	Bothas Networking inc	Cost Per Copy		Difference of the second	25 Oct 2021	
	COMMO	n oc	mail	polout	bourias incontinuing inc.	Cost Per Copy		23 001 2010	23 0(1 2021	sales uepa
Processing										
Invoices										
Credit Notes										
	10									
	4.G									



SELECT THE CONTRACT

• Select the *row* of the *contract* linked to the *location* where you wish to link a maintenance task schedule.

NOTE CUSTOMER

- Take note of the customer *code* and customer *name*.
 In this image, Contract CO000020 for HOP001,
 Hope Works has been selected.
- Click on *View*.

Help v2.5.1.4 - Pg 18 - Printed: 27/06/2024



. '			Contract	Listing - BPO: W	ersion 2.1.0.56 - Exampl	e Company			8	X
Home Equipment a	nd Locations Cont	tract Finance a	nd HR Inver	ntory Maintena	nce and Projects Manu	facturing Procuren	ent Sales Serv	ice Reporting) Utilities	- 8)
ABVI	Save L	ayout 🧃 H	told 🚜	Release For Appr	oval 👝 Du	rban 🔹	C Part Carolina		A 6	
🔮 🚺 🗙 🚺	Works	aces * 🚮 S	uspend 🚜	Remove From Ap	oroval 🔤 📙	tive +	Find Serial No.		8 1	
Add Edit Delete V	ew Save F			Approve Contrac	Close	Refresh	Find Contract	Print Exp	ort Report	5
Processing	Formal	-		itus Processing		Current		Print	,	
Later -	1	-		ton revealing .	4	- Salitera	- 1	67.814	4 1000	4
Links # Enter text to search P	Daga akaw ke									
eniler liext to search	Contractivo	ContractType	Location	CustomerCode	CustomerName	ContractTypeDesc	OrderNo	StartDate	EndDate	Departmen
Functions	۲									
_	C00000014	CPC	Durban Area	TIA001	Titan Group	Cost Per Copy		16 May 2014	16 May 2019	Sales Depar
Notes	C00000016	CPC	Main	TIA001	Titan Group	Cost Per Copy		13 Jun 2014	13 Jun 2019	Sales Depar
	C00000018	CPC	Main	SAM001	Samanthas Diner	Cost Per Copy		09 34 2014	09 3.4 2019	Sales Depar
	C00000019	CPC	BPO_TEL	OFF001	Office Supplies Unlimited	Cost Per Copy		28 Jul 2014	28 34 2019	Sales Depar
Documenta	• CO0000020	CPC	Main 🔶	HOP001	Hope Works	Cost Per Copy		01 Jan 2011	31 Jan 2016	Sales Depar
	C0000028	CPC	Main	HAC001	Hack PC - IT Shop	Cost Per Copy		29 Jun 2015	29 Jun 2020	Sales Depar
	C00000031	CPC	Durban Area	YES001	Young Electric	Cost Per Copy		24 Mar 2016	24 Mar 2021	Sales Depar
Hold History	C00000038	OPC .	Durban Area	SAM001	Samanthas Diner	Cost Per Copy		23 Jun 2016	23 Jun 2021	Sales Depar
e nerestrate M	C00000041	CPC	Main	PAN001	Panda Copiers	Cost Per Copy		05 Jul 2016	05 Jul 2021	Sales Depar
	C00000042	CPC	Main	H0P001	Hope Works	Cost Per Copy		07 Sep 2016	07 Sep 2021	Technical
Suspend History	C00000043	OPC .	Main	HOP001	Hope Works	Cost Per Copy		01 Aug 2016	07 Sep 2021	Sales Depar
Server a restary	C00000044	CPC	Main	BOT0001	Bothas Networking Inc	Cost Per Copy		25 Oct 2016	25 Oct 2021	Sales Depar
Processing										
Credit Notes	10									



NOTE THE LOCATION DESCRIPTION

- The *Maintenance for Contract No:* [] screen will open.
- Take note of the Location *Description* where you wish to link a scheduled maintenance task.
 - In this example, the location *Forest Hills Centre* has been noted.



aces							
1							
			Parlable	A secolitica da la	(accline Base	fundar.	Chinese Library
	Vescription	Modervo	Seriario	Asseokegivo	Locatoriulesc	Location	ShippingAddress
The particular states and the	K147 Kyocera Colour Copier	K147	SIN32413546			Reception	Should see this, for phys
	Forest Hills Centre				Forest Hills Centre	Forest Hills Centre	
Ð	Pine Willows Centre				Pine Willows Centre	Pine Willows Centre	Plot 91 Leaf Road, Fores
E SP1818	Sprint copier		1818-1111	AREG000223		Reception	Plot 91 Leaf Road, Fores
	PartCode PartCode V E 1458-96523 V E	PartCode Description PartCode Description PartCode Description PartCode Escription PartCode Escription PartCode Perscription PartCode Perscription PartCode Perscription PartCode Perscription PartCode Perscription PartCode Perscription PartCode Perscription	PartCode Description ModeNo PartCode PartCode PartCode PartCode PartCode PartCode PartCode PartCode PartCode <td>PartCode Description ModeNo SeriaNo Y Code Description ModeNo SeriaNo Y Code Code Code SeriaNo I 1458-96523 K147 Kyocera Colour Copier K147 SIN32413546 I I I I I I I I I I I I I I I I I I I</td> <td>PartCode Description ModelNo SeriaNio AssetRegNo PartCode Description ModelNo SeriaNio SeriaNio PartCode Description K147 SIN32413546 Code PartCode PartCode PartCode PartCode PartCode <</td> <td>PartCode Description ModeNo SeriaNo AssetRegNo LocationDesc Y Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2" Y Colspan="2">Colspan="2" ModeNo SeriaNo AssetRegNo LocationDesc Y I Forest Hills Centre K147 SIN32413546 Image: Colspan="2">Colspan="2" Y E Forest Hills Centre Colspan="2" Forest Hills Centre Forest Hills Centre E Pine Willows Centre Image: Colspan="2" Pine Willows Centre Pine Willows Centre</td> <td>PartCode Description ModeNo SeriaNo AssetRegNo LocationDesc Location Y Image: Code Description ModeNo SeriaNo AssetRegNo LocationDesc Location Y Image: Code Description ModeNo SeriaNo AssetRegNo LocationDesc Location Image: Discription ModeNo SeriaNo AssetRegNo LocationDesc Location Image: Discription Image: Discription Image: Discription Strate Image: Discription Recepton Image: Discription Image: Discription Image: Discription Image: Discription Recepton Recepton Image: Discription Image: Discription Image: Discription Image: Discription Recepton Image: Discription Image: Discription Image: Discription Image: Discription Recepton Image: Discription Image: Discription Image: Discription Image: Discription Recepton Image: Discription Image: Discription Image: Discription Image: Discription Recepton Image: Discription Image: Discription Image: Discription <t< td=""></t<></td>	PartCode Description ModeNo SeriaNo Y Code Description ModeNo SeriaNo Y Code Code Code SeriaNo I 1458-96523 K147 Kyocera Colour Copier K147 SIN32413546 I I I I I I I I I I I I I I I I I I I	PartCode Description ModelNo SeriaNio AssetRegNo PartCode Description ModelNo SeriaNio SeriaNio PartCode Description K147 SIN32413546 Code PartCode PartCode PartCode PartCode PartCode <	PartCode Description ModeNo SeriaNo AssetRegNo LocationDesc Y Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2">Colspan="2" Y Colspan="2">Colspan="2" ModeNo SeriaNo AssetRegNo LocationDesc Y I Forest Hills Centre K147 SIN32413546 Image: Colspan="2">Colspan="2" Y E Forest Hills Centre Colspan="2" Forest Hills Centre Forest Hills Centre E Pine Willows Centre Image: Colspan="2" Pine Willows Centre Pine Willows Centre	PartCode Description ModeNo SeriaNo AssetRegNo LocationDesc Location Y Image: Code Description ModeNo SeriaNo AssetRegNo LocationDesc Location Y Image: Code Description ModeNo SeriaNo AssetRegNo LocationDesc Location Image: Discription ModeNo SeriaNo AssetRegNo LocationDesc Location Image: Discription Image: Discription Image: Discription Strate Image: Discription Recepton Image: Discription Image: Discription Image: Discription Image: Discription Recepton Recepton Image: Discription Image: Discription Image: Discription Image: Discription Recepton Image: Discription Image: Discription Image: Discription Image: Discription Recepton Image: Discription Image: Discription Image: Discription Image: Discription Recepton Image: Discription Image: Discription Image: Discription Image: Discription Recepton Image: Discription Image: Discription Image: Discription <t< td=""></t<>



NAVIGATE TO CUSTOMER LOCATIONS

- You now need to navigate to the *Customer Locations* screen.
- Click on *Sales*.

Help v2.5.1.4 - Pg 22 - Printed: 27/06/2024



ick Save Layout Works								
Links a	Drag a column hear							
Enter text to search 👂	PartCode	Description	ModelNo	SeriaNo	AssetRegNo	LocationDesc	Location	ShippingAddress
Functions	7							
	€ 1458-96523	K147 Kyocera Colour Copier	K147	5DN32413546			Reception	Should see this, for physi
Notes	• •	Forest Hills Centre				Forest Hills Centre	Forest Hills Centre	Plot 91 Leaf Road, Forest
	Ð	Pine Willows Centre				Pine Willows Centre	Pine Willows Centre	Plot 91 Leaf Road, Forest
	and the second second							
Docartents Hold History Suspend History	E \$P1818	Sprint copier		1818-1111	AREG000223		Reception	Plot 91 Leaf Road, Fores
Hold History Suspend History	H \$P1818	Sprint copier		1818-1111	AREG000223		Reception	Pot 91 Leaf Road, Fores
Hold Hatory	H \$P1818	Sprint copier		1818-1111	AREG000223		Reception	Plot 91 Leaf Road, Fores

• Click on *Customers*.



- India -	Equipment and L	acations Contract	Finance and HR Inventory	Mainten	ance and Projects	s Manufacturin	g Procurement	ales Service Rep	ortng Utilities -	8
1 2				8	2					
tomers Servi	ices Templates	Commercials Pr	OS Lite Quotes Orders In		edit					
	1		-	No	des .					
1000 Marca	Møster	1	Processing		+					_
Links	1	Drag a calum hras								
	م	PartCode	Description	ModelNo	SeriaNo	AssetRegNo	LocationDesc	Location	ShippingAddress	
Functions	5	•								
		→ E 1458-96523	K147 Kyocera Colour Copier	K147	SIN32413546			Reception	Should see this, for	physic
Notes		Ð	Forest Hills Centre				Forest Hills Centre	Forest Hills Centre	Plot 91 Leaf Road, F	Forest
		æ	Pine Willows Centre				Pine Willows Centre	Pine Willows Centr	e Plot 91 Leaf Road, F	Forest
		E SP1818	Sprint copier		1818-1111	AREG000223		Reception	Plot 91 Leaf Road, F	Forest
Hold Histo Suspend 1										
	History									
Superd	History									
Superd I	History									

- In this module, ensure that your screen is set to the correct *Site*.
- Ensure that you are in the *Active* status.



20	Hana Parine	a car	and the	tract. Finance a	ed 10 becauters Hale	during and B	valuety Man Fach	dan Dearanna	at false familie	Departure 1988	e - 8
	Home Equipm	ant and t	ocations Con	(1998) B	no ne unventory mar	titenance and P	rojecis manuraciu	ring Procureme	nt Sales Service	Reporting Utility	6 ~ 0'
+	1 X	Q	,	12		p.	C Durbe	n .	🕲 📲	4	
Add	Edit Delete	Sync	View S	ave Layout Wor	kspaces Hold Rele	me Approve	Dedne Activ			leports	
		- 222			•	Account	Account			•	
_	Procession	i	4	Format	, Stat	is Processing	á.	Current	a Report	6 a	
inks		4									
ster, te	ext to search	ρ		CustomerType		Department	Denillame	Challanariation	CustomerCreditLimit	OraditCharliGer	CredtTermsD
-			crorenic cone	custome i ype	COSTOLICE HOUSE	Depar orient	rehright	antoreacipion	costone o continu	Creatoreober	C entre line
Pro	ect History	÷	C1/2004		and advertise of	e.l.				Townships	
			CU5001	RE	Cash Sales Account	Sales	Sales Department	Durban		Terms and Limit	30 Days
		2	HOP001	RE	Hope Works	Tech	Technical	Durban		Terms and Limit	30 Days
154	and the second se		OFF001	RE	Office Supplies Unlimited			Durban		Terms and Limit	30 Days
Hist	рку		YES001	00	Young Electric	Sales	Sales Department	Durban	100 000.00		C00
			BOT0001	Π	Bothas Networking inc			Durban		No Check	30 Days
	an Ne		SAM001	RE	Samanthas Diner			Durban	10000	No Check	30 Days
Equ	ipment		DAN001	Π	Danny Storm IT Cafe			Durban		No Check	30 Days
			PAN001	RE	Panda Copiers			Durban		No Check	C00
_			HAC001	Π	Hack PC - IT Shop			Durban		No Check	COD
Con	tracts		PDN0001	GV	Pink Shoes			Durban		Terms and Limit	30 Days
			GIL000001	GILLITTSPA	DolfLundgren			Durban		Terms and Limit	C00
			H1L000001	HELLCRESTP	Mary Contrary			Durban		Terms and Limit	000
Loca	ations		3U5001	RE	Just In Time			Durban	50 000.00	No Check	30 Days
			LIT0001	RE	Little Bee Honey			Durban	0.00	Terms and Limit	
			GRE001	RE	Green Tea Supplies			Durban	75 000.00	Terms and Limit	30 Days
-			FIN0001	RE	Fine Hair Salon			Durban	0.00	Terms and Limit	COD
Hold	d History		BET0001	RE	Bettles Summer Shop a			Durban	0.00	Terms and Limit	
			biancad	RE	North West Branch			Durban	0.00	Terms and Limit	C00
			DAN002	Π	Dancing Shoes			Durban	10 000.00	No Check	C00
Inv	pice Delivery		BIG0001	C0	Big Bargains			Durban	10 000.00	Terms and Limit	000
			MAN0001	RE	Mandy Norton			Durban	0.00	Terms and Limit	000
			DAN0003	Π	Dance Shoes			Durban	0.00	Terms and Limit	
Con	merdal		BIL0001	CO	Billys Barn			Durban	0.00	Terms and Limit	C00
	eptons		ANO0001	ACC	Another new customer			Durban	0.00	Terms and Limit	
			APP0001	RE	Apple Juice Inc	Sales	Sales Department	Durban	0.00	Terms and Limit	



SELECT CUSTOMER

- Click on the *row selector* in front of the *customer* that you took note of being linked to the selected contract.
 - ° In this case it was HOP001 **Hope Works**.
- Click on the *Locations* tile.



Hone	Equipmen	tandio	cations C	Contract Finance	e and HR In	ventory Mair	itenance and P	rojects Man	ufacturi	ng Procureme	nt Sales	s Service	Reporting Util	tes ~	Ð
0 👔	X	0				M .) Pr	0	Durban	•	0	1	Ĝ		
Add Edit	Delete	Sync	View	Save Layout	Norkspaces	Hold Rele	Me Approve Account	Dedne Account	Active	•	Refresh	Export 6	Reports		
Pr	ocessing		-	Format		State	n Processing	Thinks .		Current		Report			
nks	an and the			, di uda			a manual 1			- Control - Control	-	in part of			
vier text to sea	reh	0													
THE NETS IF PLE			CustomerCo	de CustomerTy	pe Customer	Name	Department	DeptName		SiteDescription	Custome	erCreditLimit	CreditCheolDesc	Credit	ermsDe
		۲													
Project Histor			CU5001	RE	Cash Sale	s Account	Sales	Sales Depart	ment	Durban		10,000.00	Terms and Limit	30 Days	k.
)	HOP001	RE	Hope Wo	ks	Tech	Technical		Durban		100 000.00	Terms and Limit	30 Days	1
			OFF001	RE	Office Su	xplies Unlimited				Durban		75 000.00	Terms and Limit	30 Days	
History			YESO01	CO	Young Ele	ctric	Sales	Sales Depart	ment	Durban		100 000.00	No Check	C00	
			BOT0001	Π	Bothas N	tworking inc				Durban		50 000.00	No Check	30 Days	E.
			SAM001	RE	Samantha	s Diner				Durban		45 000.00	No Check	30 Days	ŧ.
Equipment			DAN001	Π	Danny St	xm∏ Cafe				Durban		75 000.00	No Check	30 Days	6
			PAN001	RE	Panda Co	piers				Durban		50 000.00	No Check	C00	
			HAC001	Π	Hack PC -	IT Shop				Durban		0.00	No Check	C00	
Contracts			PDN0001	QV	Pink Shoe	1				Durban		0.00	Terms and Limit	30 Days	Ę.
es deserves.			GIL000001	GILLITTSPA	DolfLund	gren				Durban		0.00	Terms and Limit	C00	
			H1L000001	HELLCREST	Mary Con	trary				Durban		0.00	Terms and Limit	C00	
Section of			JU5001	RE	Just In Tr	ne				Durban		50 000.00	No Check	30 Days	È.
Locations			LIT0001	RE	Little Bee	Honey				Durban		0.00	Terms and Limit		
			GRE001	RE	Green Te	Supples				Durban		75 000.00	Terms and Limit	30 Days	8
			FIN0001	RE	Fine Hair	Salon				Durban		0.00	Terms and Limit	C00	
Hold History			BET0001	RE	Bettes Sk	mmer Shop a				Durban		0.00	Terms and Limit		
			biancad	RE	North We	st Branch				Durban		0.00	Terms and Limit	C00	
			DAN002	Π	Dancing S	hoes				Durban		10 000.00	No Check	C00	
Invoice Delve	ery		BIG0001	00	Big Barga	ns				Durban		10 000.00) Terms and Limit	C00	
			MAN0001	RE	Mandy No	rton				Durban		0.00	Terms and Limit	C00	
			DAN0003	π	Dance Sh	oes				Durban		0.00	Terms and Limit		
Commercial			BB.0001	CO	Billys Barr					Durban		0.00	Terms and Limit	C00	
Exceptors			ANO0001	ACC	Another	ew customer				Durban		0.00	Terms and Limit		
			APP0001	RE	Apple Juic	te Inc	Sales	Sales Depart	ment	Durban		0.00	Terms and Limit		
		- 0				2)



SELECT LOCATION

- The *Functional Locations for Customer []* screen will open.
- Select the *row* of the *location* that you took note of.

ADD MAINTENANCE METHODOLOGY

• Click on the *Maintenance Methodology* tile.



	٠				Functional Locat	ions for Cus	tomer HOP001 - BPO: Vers	ion 2.1.0.56 - Exa	imple Compar	ij			н.	0		X
	Home	Equipment	t and Locations	Contract	Finance and HR	Inventory	Maintenance and Projects	Manufacturing	Procurement	Sales	Service	Reporting	Utilities	*	Ð	Х
Add	Edt	X Delete	Workspaces	Export	Durban	• Refre	10 B									
	Process	-			a Curr	ent	4									_
Links			a Locato	ns												_
100	ext to ser	ir ch	۶ ، ۱ (1	Forest Hills	i Centre	-										-
			1 4	Pine Willow	is Centre											
Te Sp	dnical eofcator	ns	. 1	Joly Farm	Centre											
			1.4	Silver Brd	Centre											
10	id bonal D	10		Liles Quar	ter Centre											
				NeviHope	Aal											
				NON OLE	AT BPOV2 TEST											
De	xuments		1	BPO2 TEST	11											
			1	BPO2 Test	7											
W	0 History		. 1	BPO2 Test	2											
			. 1	BPO2 Test	3											
	444174.53	-	1.4	BPO2 Test	4											
fa.	kare And	YS	. 1	Kloof Corn	er Mal											
				WaterCres	it Vilage Mall											
W	arranty			Bothas Hill												
			1000													
M	sintenano ethodolog	e V														
94																
Open V	Windows •		3										24 Apr	2018	1	il.



- The *Maintenance Methodology for location: []* screen will be displayed.
- Click on Add.



International Interna International International<	A	dd Edit Proces	Delete Back		spaces Refr							
International Interna International International<											/	
TT070 2 Daly - Cal per WO Time d 2.00 0.00 0.7 Apr 2017 0 TT026 Monthly - Generate Project Time m 1.00 0.00 0.00 11 Mar 2017 1 TT0001 Daly - Cal per WO Time d 1.00 0.00 0.00 11 Apr 2017 1 WS Weekly Service Time w 1.00 0.00 0.00 19 Jun 2017 1 Tier Commercial Tier Test Time m 1.00 0.00 0.00 19 Jun 2017 1		Taskhlum	TaskDesc		ScheduleTy	MeterCode	Units	ServiceEvery	MaxBoundary	MinBoundary	LastPerfDate	Ne
TT070 2 Daly - Cal per WO Time d 2.00 0.00 0.7 Apr 2017 0 TT026 Monthly - Generate Project Time m 1.00 0.00 0.00 11 Mar 2017 1 TT0001 Daly - Cal per WO Time d 1.00 0.00 0.00 11 Apr 2017 1 WS Weekly Service Time w 1.00 0.00 0.00 19 Jun 2017 1 Tier Commercial Tier Test Time m 1.00 0.00 0.00 19 Jun 2017 1		17002	Weekly - Call	w W0	Time		w	1.00	0.00	0.00	19 Eab 2017	26
TT026 Monthly - Generate Project Time m 1.00 0.00 0.00 11 Mar 2017 1 TT0001 Daly - Cal per WO Time d 1.00 0.00 0.00 11 Apr 2017 1 WS Weekly Service Time w 1.00 0.00 0.00 19 Jun 2017 1 Tier Commercial Tier Test Time m 1.00 0.00 0.00 19 Jun 2017 1												09
TT0001 Dally - Cal per WO Time d 1.00 0.00 11 Apr 2017 12 WS Weekly Service Time w 1.00 0.00 19 Jun 2017 12 Tier Commercial Tier Test Time m 1.00 0.00 19 Jun 2017 12												
Tier Commercial Tier Test Time m 1.00 0.00 0.00 19 Jun 2017												11
		WS	Weekly Servic	e	Time		w	1.00	0.00	0.00	19 Jun 2017	19
ТТО67 Yearly, Mono 1000 - WO Only Time уууу 1.00 0.00 0.00 19 Jun 2017 1		Tier	Conmercial Tie	er Test	Time		m	1.00	0.00	0.00	19 Jun 2017	19
		11067	Yearly, Mono	1000 - WO Only	Time		YYYY	1.00	0.00	0.00	19 Jun 2017	19



• Follow the steps in the Assets: Assign A Task manual to complete this process of assigning a maintenance task schedule to a *loc-ation*.

MNU.112.004