

We are currently updating our site; thank you for your patience.

## **PROJECTS**

## **PROJECTS - EXPENSES**

From the Expenses tile for a selected project, you to view a list of all the expenses incurred.

This information is view only and no changes can be made on this screen.

Ribbon Access: Maintenance / Projects > Projects

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100		Equipment	t / Locations	Contract F	inance / HR	Inventory	Maintenance	/ Projects	Manufacturing	Procurement	Sales	Service	Reporting	Utilities
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In	structions	Tasks	Generate Tasks	Work Requests	Maintenance Radar	Projects	Standard Methodology	Work Order Allocation	Technician Allocation					
	Pre	ventative		Reactive	Radar	4	Proje	ects	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 the **expense** for.
- 5. Click on the **Expense** tile.

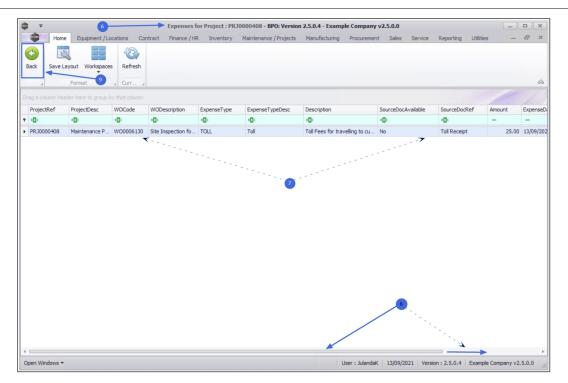


## **Projects - Expenses**

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			Description	Status	StatusDesc	EndDate	ManagerName	Notify	CustomerCode	CustomerName	DeptName	1
Third Party Servi	Third Party Services			RBC	statuscesc statuscesc	=	Rec	REC	REC	REC REC	REC	
		PRJ0000412	Install Machines		Open Open Open Open	26/02/2022	David Rowe	No	HOP001 HOP001 HOP001 HOP001	Hope Works (Pt Hope Works (Pt Hope Works (Pt Hope Works (Pt		
		PRJ0000412 E PRJ0000411	Site Inspection				David Rowe					
Travel		PR30000410				26/02/2022	David Rowe	No				
		► PRJ0000408				26/02/2022	David Rowe	No				
				0	Open	31/03/2021	Julanda Kessler	No	OFF001	Office Supplies		
Expenses			860004	0	Open	31/03/2021	Steven Cooper	No	BIG0001	Big Bargains		
		E PRJ0000405	5	0	Open	12/02/2021	Wesley Haynes	No	PAN001	Panda Copiers		
			TT041 - Bi-annually, Mono 10	0	Open	17/07/2020	Belinda Sharman	No	DER001	Derton / Techno		
Finance		PRJ0000403	TT002 - Weekly - Call per WO	0	Open	06/03/2017	Belinda Sharman	No	HOP001	Hope Works (Pt		
		PRJ0000402	test	0	Open Open	22/05/2020 20/01/2019	Bianca Du Toit	No Yes	DER001	Derton / Techno		
		PRJ0000401	Implementation BPO2	0			Bianca Du Toit					
For Contract			Testing BPO2	0	Open	18/01/2019	Bianca Du Toit	No				
Por Contract			Developmemnt BPO2	0	Open	16/01/2019	Bianca Du Toit	Yes				
			Design BPO2	0	Open	14/01/2019	Bianca Du Toit	Yes				
			Specification BPO2	0	Open	12/01/2019	Bianca Du Toit	Yes				
Time Review			Test BPO2	0	Open	20/01/2019	Bianca Du Toit	Yes				
		PRJ0000395	BPO v2.2.0.1 Test Cyde	0	Open	08/02/2019	Bianca Du Toit	No				
			1234 - Test ctrt request crea	0	Open	14/08/2018	Bianca Du Toit	No	HOP001	Hope Works (Pt		
			NDS Project	0	Open	30/07/2018	Bianca Du Toit	No	HOP001	Hope Works (Pt		
			credit validation check	0	Open	30/07/2018	Bianca Du Toit	No	OFF001	Office Supplies		
Processing		PRJ0000391	test new project	0	Open	22/08/2018	Ben Johnson	No				

- 6. The **Expenses for Project :** [project ref number] screen will be displayed.
- 7. From this screen you can view a list of the expenses incurred for the project, by the Technicians linked to it.
- 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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