

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

MAINTENANCE

MAINTENANCE RADAR – GENERATE SNAPSHOT

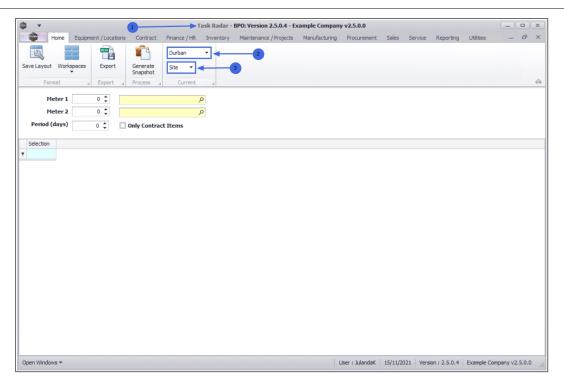
The Task Radar gives you the ability to identify **due tasks**. You can then either create a **single work order** (not linked to a call or project), or generate a **call/project** for due items.

Ribbon Access: Maintenance / Projects > Maintenance Radar



- 1. The Task Radar screen will be displayed.
- 2. Select the **Site**.
 - The example has **Durban** selected.
- 3. Select the Radar Type.
 - This should be set to **Site** to generate a maintenance radar for the site.





RADAR VARIABLES FRAME

- Meter 1: Type in or use the arrow indicators to select the number of copies you want to include in the radar, e.g. 5000 or type in 0 if you do <u>not</u> want a future forecast.
 - Typing in 5000 will display all tasks that are due within the next 5000 copies.
- Meter 1 (field 2): Select the meter type you want to include in the radar.
 - 1. Click on the **search** button to display the **Select a Meter** screen.
 - 2. Click on the **row** of the **required meter**.
 - 3. Click on OK.



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- Meter 2: Type in the number of cycles you want to include in the radar, e.g. 5000 or type in 0 if you do not want a future forecast.
 - Typing in a 5000 will display all inspections that are due within the next 5000 copies.
- Meter 2 (field 2): Select the meter type you want to include in the radar.
 - 1. Click on the **search** button to display the **Select a Meter** screen.
 - 2. Click on the **row** of the **required meter**.
 - 3. Click on OK.



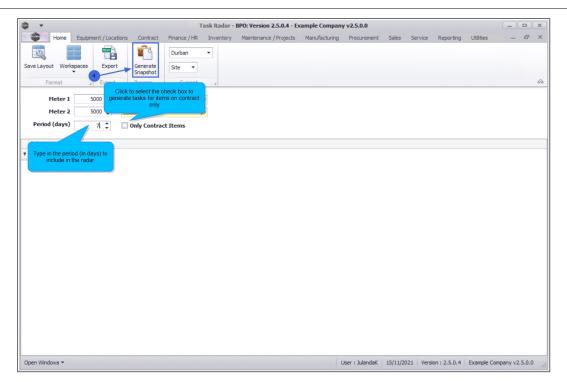
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- **Period (days):** Type in the number of days you want to include in the radar, e.g. **7** or type in **0** if you do not want a future forecast
 - Specifying 7 as the period will display all inspections that are currently due, including items due 7 days from the current date.
- Only Contract Items: Click to select this check box if you want to generate tasks for items that are **on contract** only.

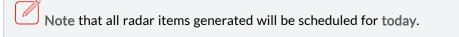
GENERATE SNAPSHOT

4. Click on Generate Snapshot.





5. A list of **due items** will appear in the **Radar Items** frame.





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		AREG000003	SP1020	1020-1478	Calendar		20211115	1,677.00	-1,676.00	20170413	TT0001	Daily - Call per Wo
		AREG000006	SP1020	1020-10101	Calendar		20211115	1,727.00	-1,637.00	20170222	TT010	Daily, Colour 100
		AREG000012	SP1020	NEW 1234	Calendar		20211115	61.00	0.00	20210915	2MS	2 month service
		AREG000030	SP2020	test121212	Calendar		20211115	1,679.00	-1,679.00	20170411	TT011	Daily, Mono 1000
		AREG000048	SP2020	2020-103053	Calendar		20211115	1,679.00	-1,679.00	20170411	TT009	Daily, Mono 1000
		AREG000063	SP2020	2020-98765	Mono	Mono_178	1000.00000	1,000.00	0.00	0.00000	TT008	Mono 1000, Colou
		AREG000064	SP2020	2020-9875	Calendar		20211115	1,727.00	-1,726.00	20170222	TT014	Weekly, Mono 100
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		AREG000065	SP2020	2020-9874	Calendar		20211115	1,755.00	-1,724.00	20170125	TT015	Monthly, Mono 10
		AREG000065	SP2020	2020-9874	Mono	Mono_180	900.00000	900.00	100.00	0.00000	TT015	Monthly, Mono 10
		AREG000066	SP2020	2020-9873	Calendar		20211115	1,758.00	-1,726.00	20170122	TT016	Monthly, Colour 1
		AREG000069	SP2020	20202-9871	Calendar		20211115	1,760.00	-1,726.00	20170120	TT017	Monthly, Mono 10
		AREG000069	SP2020	20202-9871	Mono	Mono_184	100.00000	100.00	900.00	0.00000	TT017	Monthly, Mono 10
		AREG000070	SP2020	2020-9870	Calendar		20211115	1,880.00	-1,726.00	20160922	TT018	Bi-annually, Mono
		AREG000070	SP2020	2020-9870	Mono	Mono_185	1100.00000	1,100.00	-100.00	0.00000	TT018	Bi-annually, Mono
		AREG000071	SP2020	2020-9877	Calendar		20211115	1,907.00	-1,723.00	20160826	TT019	Bi-annually, Colou
		AREG000072	SP2020	2020-9878	Calendar		20211115	2,095.00	-1,729.00	20160220	TT020	Bi-annually, Mono
		AREG000072	SP2020	2020-9878	Mono	Mono_187	900.00000	900.00	100.00	0.00000	TT020	Bi-annually, Mono

You can now continue to generate tasks.

Related Topics

Maintenance Radar - Generate Tasks

MNU.040.001