

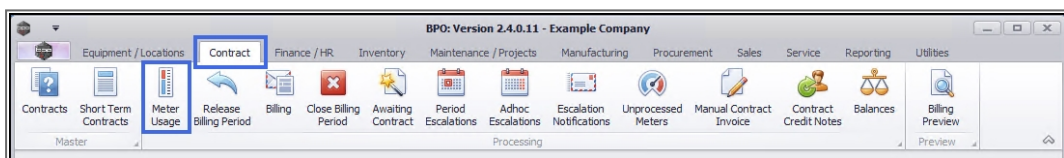
We are currently updating our site; thank you for your patience.

CONTRACT

SET TO AVERAGE

Some meter readings may not have been captured due to the client being unavailable or machine not being in use. This option gives you the ability to set the **Current Reading** equal to the **6 month average** reading (or the average to date if the contract has not yet reached 6 months).

Ribbon Access: Contract > Meter Usage



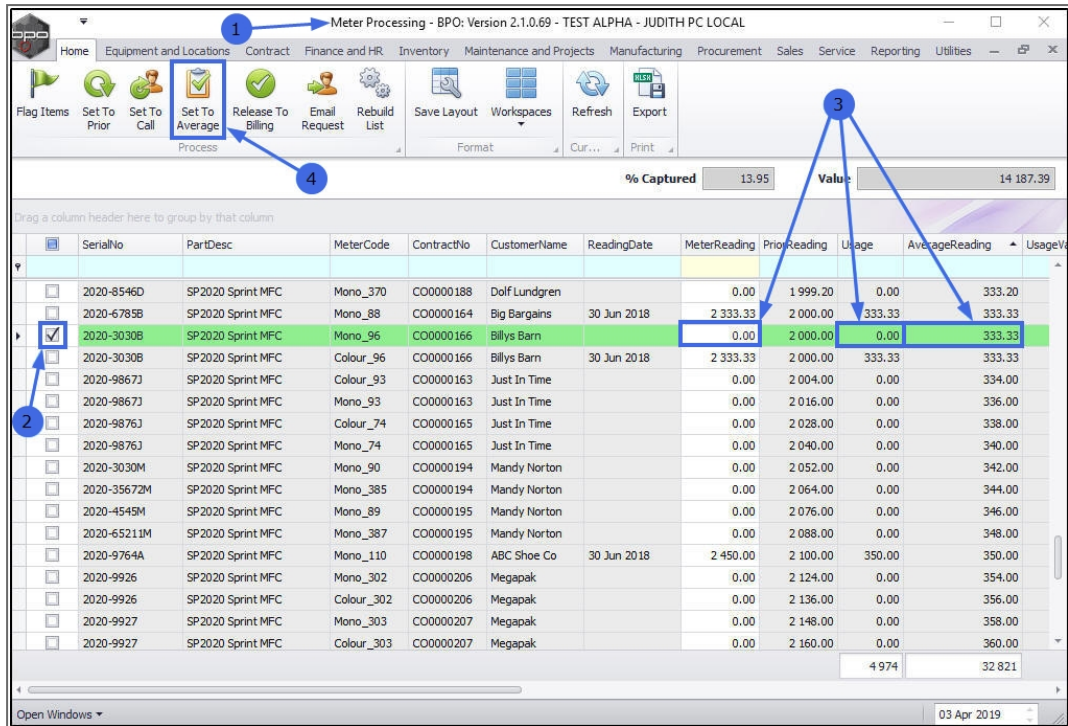
1. The **Meter Processing** screen will be displayed.

SELECT METER

2. Click on the **check box** in the row of the meter that you wish to select. You can select multiple lines.
3. In this image, the **Meter Reading** of the selected serial number is **0** the **Usage** is **0** and the **Average Reading** is **333.33**.

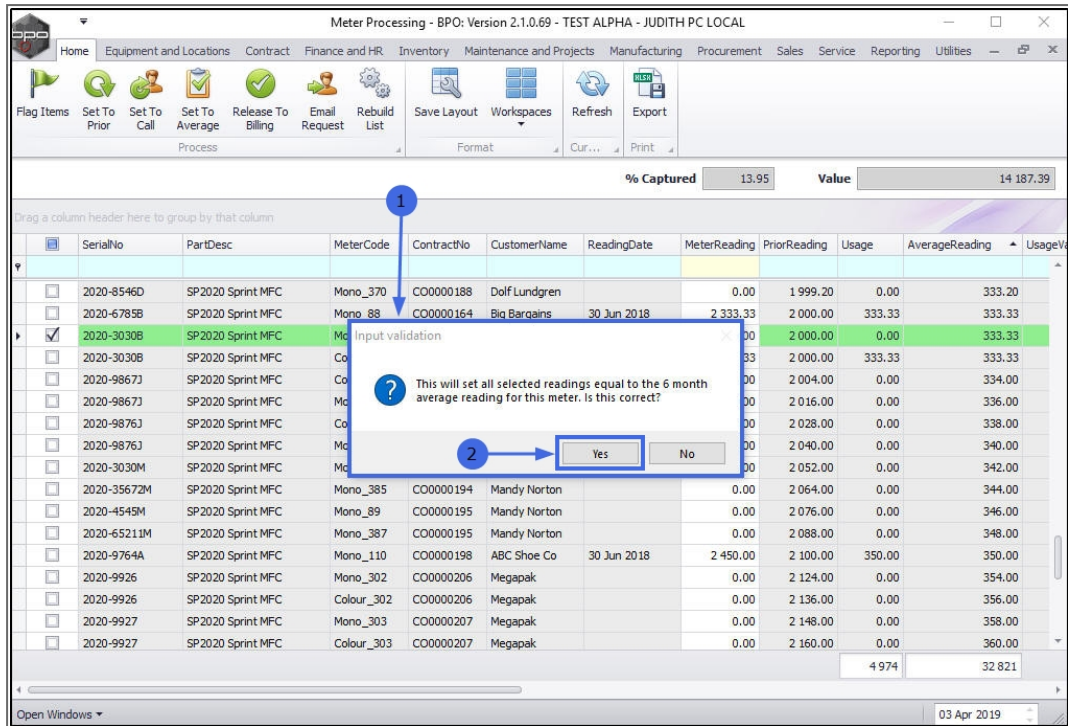
SET METER TO AVERAGE

4. Click on **Set to Average**.



CONFIRM METER SETTING

- An **Input Validation** message will pop up asking you;
 - This will set all selected readings equal to the **6 month average reading for this meter. Is this correct?**
- Click on **Yes**.



VIEW SETTING RESULTS

The usage will be set to the **6 month average**.

In this example, the

1. **Usage** is now **333.33** which is the same as the
2. **Average Reading** which is **333.333**.

Meter Processing - BPO: Version 2.1.0.69 - TEST ALPHA - JUDITH PC LOCAL

Home | Equipment and Locations | Contract | Finance and HR | Inventory | Maintenance and Projects | Manufacturing | Procurement | Sales | Service | Reporting | Utilities

Process: % Captured 14.73 | Value 15 342.39

Drag a column header here to group by that column

| SerialNo | PartDesc | MeterCode | ContractNo | CustomerName | ReadingDate | MeterReading | PriorReading | Usage | AverageReading | UsageV4 |
|-------------|-------------------|------------|------------|---------------|-------------|--------------|--------------|--------|----------------|---------|
| 2020-7894J | SP2020 Sprint MFC | Colour_92 | CO0000163 | Just In Time | | 0.00 | 1 992.00 | 0.00 | 332.00 | |
| 2020-8546D | SP2020 Sprint MFC | Mono_370 | CO0000188 | Dolf Lundgren | | 0.00 | 1 999.20 | 0.00 | 333.20 | |
| 2020-6785B | SP2020 Sprint MFC | Mono_88 | CO0000164 | Big Bargains | 30 Jun 2018 | 2 333.33 | 2 000.00 | 333.33 | 333.33 | |
| 2020-3030B | SP2020 Sprint MFC | Mono_96 | CO0000166 | Billys Barn | 30 Jun 2018 | 2 333.33 | 2 000.00 | 333.33 | 333.33 | |
| 2020-3030B | SP2020 Sprint MFC | Colour_96 | CO0000166 | Billys Barn | 30 Jun 2018 | 2 333.33 | 2 000.00 | 333.33 | 333.33 | |
| 2020-9867J | SP2020 Sprint MFC | Colour_93 | CO0000163 | Just In Time | | 0.00 | 2 004.00 | 0.00 | 334.00 | |
| 2020-9867J | SP2020 Sprint MFC | Mono_93 | CO0000163 | Just In Time | | 0.00 | 2 016.00 | 0.00 | 336.00 | |
| 2020-9876J | SP2020 Sprint MFC | Colour_74 | CO0000165 | Just In Time | | 0.00 | 2 028.00 | 0.00 | 338.00 | |
| 2020-9876J | SP2020 Sprint MFC | Mono_74 | CO0000165 | Just In Time | | 0.00 | 2 040.00 | 0.00 | 340.00 | |
| 2020-3030M | SP2020 Sprint MFC | Mono_90 | CO0000194 | Mandy Norton | | 0.00 | 2 052.00 | 0.00 | 342.00 | |
| 2020-35672M | SP2020 Sprint MFC | Mono_385 | CO0000194 | Mandy Norton | | 0.00 | 2 064.00 | 0.00 | 344.00 | |
| 2020-4545M | SP2020 Sprint MFC | Mono_89 | CO0000195 | Mandy Norton | | 0.00 | 2 076.00 | 0.00 | 346.00 | |
| 2020-65211M | SP2020 Sprint MFC | Mono_387 | CO0000195 | Mandy Norton | | 0.00 | 2 088.00 | 0.00 | 348.00 | |
| 2020-9764A | SP2020 Sprint MFC | Mono_110 | CO0000198 | ABC Shoe Co | 30 Jun 2018 | 2 450.00 | 2 100.00 | 350.00 | 350.00 | |
| 2020-9926 | SP2020 Sprint MFC | Mono_302 | CO0000206 | Megapak | | 0.00 | 2 124.00 | 0.00 | 354.00 | |
| 2020-9926 | SP2020 Sprint MFC | Colour_302 | CO0000206 | Megapak | | 0.00 | 2 136.00 | 0.00 | 356.00 | |
| 2020-9927 | SP2020 Sprint MFC | Mono_303 | CO0000207 | Megapak | | 0.00 | 2 148.00 | 0.00 | 358.00 | |
| | | | | | | | | 5 307 | 32 821 | |

Open Windows | 03 Apr 2019

MNU.116.007