

PROTEUS MMX – INSPECTION ON ASSET

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Revision 6/21/2018

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INSPECTION ON ASSET

FEATURE OVERVIEW

HOW TO CREATE AN INSPECTION ON ASSET:

1. Go to the *Assets* module drop-down field and click *Assets*. Once in the *Assets Navigator*, click the *New* icon.

proteus		Home Assets	Inver	itory	Personnel	Providers	Purchasing	Reports	Work Orders	6
Quick Links	1	Assets - As	sets							
MMX37 Test site Chandigarh Broadway Square nazish Nazish	2	New [®]	it it G ∦N ∉▼		Asset Numb	ler Ser	Asset Name	8	Serial Numb	Sort B

2. Fill out the necessary details on the Asset Detail page and click Save.

prote	mma	Home	Assets Inve	ntory Personnel	Providers	Purchasing	Reports	Work Orders
	Juick Links	Asset	s - Assets >>	Assets				
sets							UP-0001	
Details	ools /	Attachments	BACnet	Default Employ	vees			
Asset Numbe	ſ							
Asset Name								
Eagle-Test								
Description								
					inal Cost			

3. Select the newly created asset in the Asset Navigator and click on Inspection on Asset.

Concession of the local division of the loca	ome nttings/	Assets Issets - A	Inventi Assets	ory Pr	rsonnel Pro	viders	Purchasing	Reports	Service Reque	sts 📔 Work Ord
MMX37 Test site	-	m 12	E	Q /江		+ 0				Sort By Ass
E 📥 ALL-DO NOT USE			43	*	Asset Numbe		Asset N	ame	Serial N	mber
E 📥 California E 📥 Central Time		4-	4-	4.	up-0001		T		T	
🗉 🛶 Chandigarh	111	r	25	1	up-0001		Eagle-te	st		
Clinical Reference Laboratory Campus										
E 📥 Contractors E 📥 DASTA-Residence										
B A DASTA-Residence B A Delhi Facility Oct 11,2017										
DT1009-1009 Central Crossroads Academy										
E DT1015-1015 Central										

NOTE: The user will notice that there is not a record in the report because there is not a closed work order that has the inspection.

proteusmmx.com/MMX37/Pages/Assets/InspectionOnAsset.aspx?AssetID=20630	_
No Data To Display	

4. Go to the *Work Orders* module drop-down field and click *Work Order Masters.* Once in the *Work Order Masters Navigator,* click the *New* icon.

proteus	Home Assets	Inventory Personnel	Providers Purchasing Reports
Quick Links	Work Orders	- Work Order Masters	
Employee		Cor	htractor
		Sort By	Job Number • Sort
New Job Number	Descrip	tion Priority	Work Type
🥖 👻 🥖 💌 Inspection (On Report 🝸	7	T

5. When adding assets to the work order master, the user will select the asset they created earlier.

Queklase	Work Orders - Work Order Maste	ers >> Work Order Master D	Xalog		
Ark Order Master Dialog	E Che MMX37 Test site N Sp II C Droadway Square N Auzish N Auzish	Asset Number up-50 UP-0001	Asset Name Y Engle-Test	Gescription Y	Location
etholfa		Page 1 Of 1 Selected Target Asset Number = UP-0	Summary	Eccardu/Vage 15 ♥ ▶ ▶	Remove

6. Once the asset has been added, the user will click the *Inspections* tab. From there, the user will add a *Group* and/or *Miscellaneous* question.

Order Master Dialog	Inspection On Report		698
tails Tasks and Labor Parts Tools Email Atta	honorate Alience Inspectional		
+ Add Imperiation	Employee Name:	+ Add E	ngkyos/Contractor
Miscellaneous Guesburs 💿			٩
Questions		Туре	Action
Valves - Check for leaks. P/F		677720	a famous
Valves - Tank drain valves must be kept locked		60000	-
Drain valves must be operable and closed.		-	-
Spill containment boxes on fill pipe		(000)	A Remove

7. The user will create the schedule for this work order master.

sployee				Contrac	ctor	
n Z	E OI			Sort By Job Number	•	Sort Order Descending •
	Job Number		Description	Priority	Work Type	Shift Name
	Inspection O	On Report	nspection On Report	T	T	M
	× O Next Occurrence Date	Last Occurrence	Date Description	Schedule Type	Summary	Manual Activation
0	10/31/2017	10/30/2017	test	Daily	Everycalendar o	lay(s)

8. Enter the inspection answer from the mobile application. Edit the above schedule in the mobile application.

ork Order IDetai	ls - Work (Order Number: 20171029001	Welcome me
Tasks and Labor	Inspection	Parts Tools Attachments	
Work Order Number 20171029001 Job Number Inspection On Report Description Inspection On Report			
Required Date			
October	30	2017	
Work Started Date			
October	30	2017 🤞	

9. From the *Work Order Details* page in the mobile app, click the *Inspection* tab and fill in the answer.

ork Order IDetails - Work Order Number: 20171029001	Welcome message tamil-01	
alls Tasks and Labor Inspection Parts Tools Attachments		
Employee Name: Rohini-01		
Total Inspection Time(hhummas) 00.00.00	Create Wee	
Inspection Timer(hhomm:ss)	Come wo	
Start Timer		
Tank Containe	nent	
Check for water, debris, cracks or fire hazard.(Y/N)	Yes	
Primary tank - Check for water (P/F)	_	1000
Primary tank - Check for water (P/F)		Fail
Containment drain valves- Operable and in a closed position (COUNT)	23	
Pathways and entry - Clear and gates/doors operable (TEXT)		

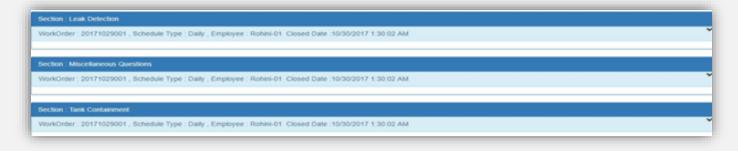
10. Close the work order from either web or mobile application.

		60808
ions Replication Actions	and the dark has an of some	Complete & Close
		No. of questions: 🕐
		٩٨
	Type	Q 🛧 Signature
	Type	
		Signature
	(111)	Signature Not available

11. Go back to the *Assets Navigator* and select the asset. Once the asset is selected, click on *Inspection on Asset.*

Management of the local division of the loca	iome Assets	Inventory Assets	Personnel Pro	viders Purchasi	ng Reports S	ervice Requests	Work Orden
MMX37 Test site				• • K 🗈		🖥 🔚 📰 Sort	By Asset
ALL-DO NOT USE April	•	12	* Asset Numbe	r Asse	t Name	Serial Number	
 California Central Time 	2	٤ 🛋	vp-0001	T		T	T
Chandigarh Clinical Reference Laboratory Campus Contractors DASTA-Residence Delhi Facility Oct 11,2017	æ		up-0001	Eagl	e-test		
DT1009-1009 Central Crossroads Academy DT1015-1015 Central							

NOTE: When the user clicks *Inspection on Asset*, the below report will be displayed:



12. Expand the group associated with the work order master.

WorkOrder : 20171029001 , Schedule Type : Daily , Employee : Rohini-01 Closed Date :10/30/2017 1:30.02 AM		
Section : Miscellaneous Questions		
WorkOrder : 20171029001 , Schedule Type : Daily , Employee : Rohini-01 Closed Date :10/30/2017 1:30.02 AM		
Parties Task Participant		
Section - Task Containment WorkOrder : 20171029001 , Schedule Type : Daily , Employee : Rohini-01. Closed Date :10/30/2017 1:30 02 AM		
WorkOrder : 20171025001 , Schedule Type : Daily , Employee : Rohini-01 Closed Date :10/30/2017 1:30 02 AM	Arawa	Туре
WorkOrder : 20171029001 , Schedule Type : Daily , Employee : Rohini-01 . Closed Date :10/30/2017 1:30:02 AM	Answer No	Type Yes/No
WorkOrder : 20171025001 , Schedule Type : Daily , Employee : Rohini-01. Closed Date :10/30/2017 1:30:02 AM Avestion Beck for water, debris, cracks or fire hazard (VN)		
	No	YesiNo

NOTE 1: If one group/miscellaneous question has six closed work orders, then it is showing the latest five work orders.

section : Leak Detection	
Work Order Number: 20171029008, Schedule Type: Monthly, Contractor Name: Contractor11 Closed Date: 2017-10-30, Total Inspection Time: 00.00.00	v
Work Order Number : 20171029007 . Schedule Type : Weekly . Contractor Name : Contractor11 Closed Date : 2017-10-30 . Total Inspection Time : 00:00:00	Ť
Work Order Number : 20171029006 ; Schedule Type : MontNy ; - Glosed Date :2017-10-30 ;Total Inspection Time :00.00.00	Ť
Work Order Number : 20171029005 , Schedule Type : Weekly , Closed Date :2017-10-30 . Total Inspection Time :00:00:00	÷
Work Order Number : 20171029004 , Schedule Type : Daily , Employee Name : Rohimi-01 Closed Date : 2017-10-30 , Total Inspection Time : 30 00 00	¥
section : Mexetaneous Guestions	
Work Order Number: 20171029008, Schedule Type: Monthly, Contractor Name: Contractor11 Closed Date: 2017-10-30, Total Inspection Time: 00:00:00	v
Work Order Number - 20171029007, Schedule Type: Weekly, Contractor Name - Contractor11 Closed Date -2017-10-30, Total Inspection Time :00.00.00	ř
Work Order Number : 20171029006 ; Schedule Type : Monthly ; Closed Dale :2017-10-30 ;Total Inspection Time :00.00:00	Ť
Work Order Number : 20171029005 , Schedule Type : Weekly , Closed Date :2017-10-30 .Total Inspection Time :00:00:00	v
Work Order Number : 20171029004 , Schedule Type : Dally , Employee Name : Rohmi-O1: Closed Date :2017-15-30 , Total Imspection Time :00:00:00	v

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NOTE 2: The user can also view signatures in the Inspection Report.

section : Miscellaneous Questions-ins						
Work Order Number : 20171024011 , Schedule Type : Daily , Employee Name : Rohini-01 Closed Date :2017-10-24 ,Total INSP/Cal Time :00:00:00						
Questions				Answers	Туре	Signature
UP question 1(Pass/fail)R				Pass	Pass/Fall	View
UP question 3(Yes / No)NR				Yes	Yes/No	View
UP question 4 Count(R)					Count	View
Work Order Number : 20171024010 , Schedule Type : Daily , Employee Name : Rohini-01 Closed Date : 2017-10-24 , Total INSP/Cal Time : 00:00:00						
Work Order Number : 20171024008 , Schedule Type : Weekly , Employee Name : Rohini-01 Closed Date :2017-10-24 , Total INSP/Cal Time :00:00:01						
section : UP group						
Work Order Number : 20171024013 , S	bedule Type : Daily Employee	Name : Robini 01, Closed Date :2	017 10 24 Total INSDI	al Time 100:00 00		

action : Miscellaneous Questions-ins		×
Vork Order Number : 20171024011 , Sche <mark>t</mark> ule T		00:00:00
Vork Order Number : 20171024010 , Schedule 1		firme 00.00.00
Vork Order Number : 20171024008 , Schedule Type : Weekl	y, Employee Name : Rohini-01. Closed Date :2017-10-24 ;	Total INSP/Cal Time :00:00:01
ection : UP group		