

I_Site

User manual: My Fleet

Issued 2016-08-01

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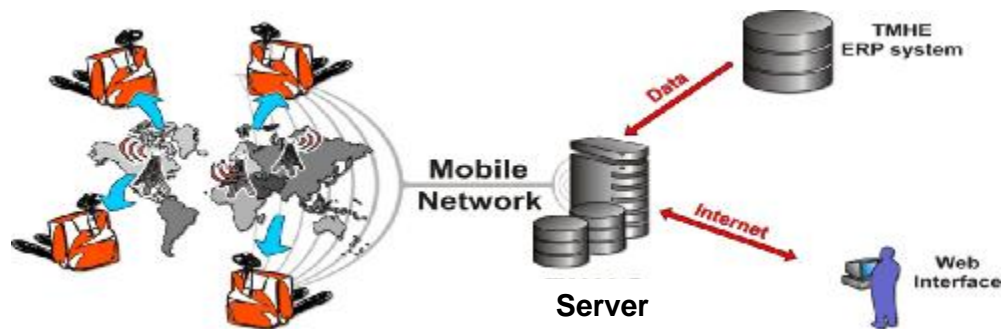
Revisions

Issue	Section	Additions / changes
2015-04-01	<i>First edition</i>	-
2016-08-01	<i>Second edition</i>	Standard vs Detailed 'Service Reports'

1 Introduction

1.1 Fleet Management: Machine and driver operations

The basic function of I_Site is to report machine and driver operating data by means of GPRS communication between individual machines and a central database server. Electronic equipment on the machines provides for the registration and transmittal of data which is then presented on a web portal. The common range of data includes machine usage and shock recordings.



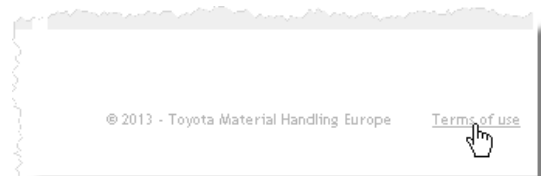
System overview

1.2 Fleet Management: My Fleet

In addition to reporting of site operations, I_Site offers a feature of following up on machine maintenance and repairs as well as service job records and costs. That I_Site feature is *My Fleet*.

1.3 Terms of use

A link to the Toyota I_Site *Terms of use* is found at the bottom right corner.



2 Access and navigation

2.1 Log On

When granted access, go to www.toyota-isite.eu.*)

Enter your 'User name' and 'Password' as received.

When logged on the first time, you will be asked to change your password.

- ▶ The password is case sensitive.
- ▶ The *Forgot your password* function will send an auto-generated password to the e-mail address as registered for you.



*) [You may have to wait 15 minutes to log-on the first time for the system to configure your user profile.](#)

2.2 Web site

Dashboard – Smart tiles

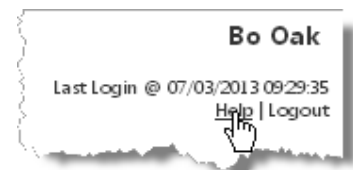
For users with access to 5 sites or less, your start-out page will be a summary overview displayed as a dashboard with smart tiles. If your profile includes more sites than 5, you will have to populate the dashboard yourself.

The dash board / smart tile features and usage are described in section 7.



Help

Click *Help* at the page top right corner for user information.



Web arrows

Web arrows allow page navigation.



Selecting time intervals

Many dialog windows offer a possibility to select a time interval for the report – enter the desired date or place the cursor in the dialogue field to activate the calendar.

The default setting for most dialogue windows covers the previous 30 day period.



Log-off

A log-off link is located at the page top right corner.



3 Report viewing – Fleet List

3.1 Fleet List – Sites

When clicking the *My Fleet* tab and *Sites* in the '*Fleet List*' left navigation column, a summary overview is shown for your site (or sites, if applicable) including basic machine and contract information of your current fleet.

A summary of site data is given at the top of the listing.

The following data are shown:

- 'Machine Qty' = Total number of machines currently located at the site
- 'Full Service' = Number of machines currently on a Full Service contract
- 'PM Service' = Number of machines currently on a Preventive Maintenance contract
- 'Long Term Rental' = Number of machines currently on a Long Term Rental contract
- 'Short Term Rental' = Number of machines currently on a Short Term Rental contract
- 'Demo' = Number of Demo machines currently at the site
- 'Without Contract' = Number of machines currently without a Service or Rental contract

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Welcome to Toyota I_Site
Help | Logout

TOYOTA I_Site

My Fleet

Home

Fleet List - Sites

Enter name | Postal code | City
Country

Search Clear

Total summary

Sites: 3 | Machine Qty: 359 | TMHE Brand: 298 | Full Service: 0 | PM Service: 43
Long term rental: 201 | Short term rental: 14 | Demo: 3 | Without Contract: 101

Site name	Machine Qty	Full Service	PM Service	Long term rental	Short term rental	Demo	Without Contract
BT EUROPE AB	29	0	2	19	0	0	8
Customer number: SE00000006 Postal code: 59535 City: 595 35 MJÖLBY Country: SE TMHE Brand: 24 CBE - CB Electric: 2 STA - Stackers: 7 PIC - Order Pickers: 7 VNA - VNA Trucks: 1 REA - Reach Trucks: 1 LOW - Low Lifters: 2 HAN - Hand Pallet Trucks: 2 OTH - Other equipment: 7							
BT PRODUCTS AB, HAND TRUCKS DIV.	31	0	1	13	0	0	17
BT PRODUCTS AB, POWERED TRUCKS	299	0	40	169	14	3	76

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The  icon will display Site and Machine Family details.


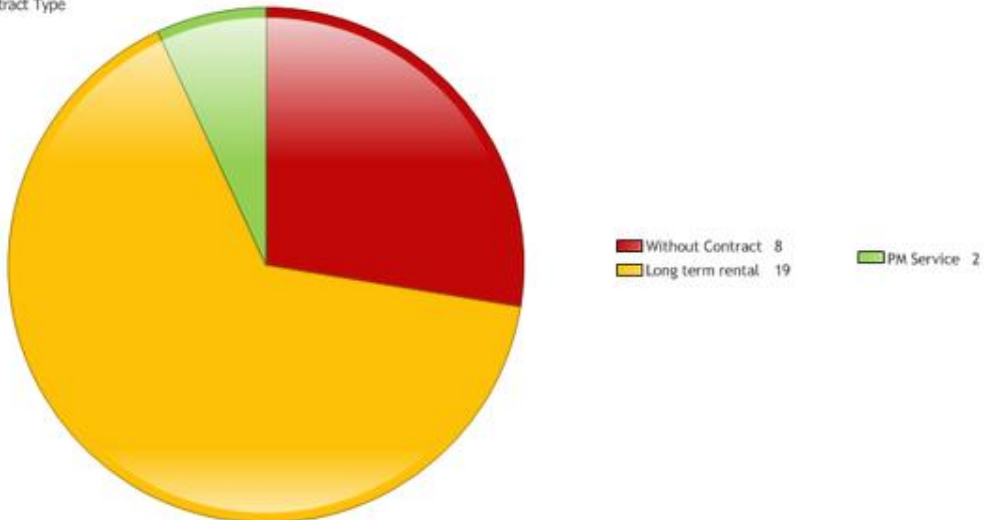
Clicking the  icon will display the corresponding information graphically:



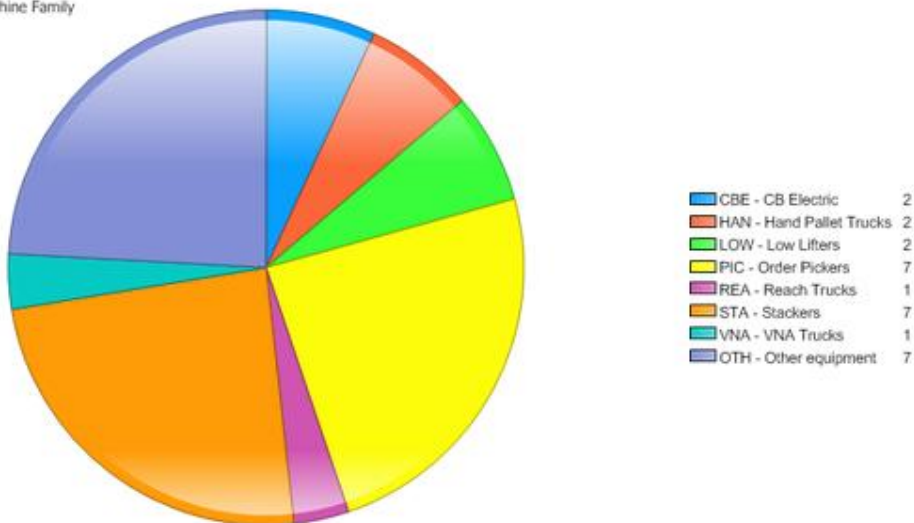
Chart - Per Contract and Machine Family

Switch to list view by clicking on the button to the left.

Contract Type



Machine Family



3.2 Fleet List – Machines

To get to the 'Fleet List – Machines' dialogue window, click the *Site name* (or anywhere on that line, above) or click *Machines* in the 'Fleet List' left navigation column and *Search*.

A summary of machine data is given at the top of the listing.

The following data are shown:

- 'Machine' = Machine serial number
- 'Fleet No' = Site machine ref. number
- 'Machine Family' = Type of machine
- 'Contract Type' = Type of rental or service contract, as applicable (LTR = Long Term Rental, STR = Short Term Rental, FS = Full Service, PM = Preventive Maintenance or *blank*)

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TOYOTA I_Site

Welcome to Toyota I_Site
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Home

BT PRODUCTS AB, POWERED TRUCKS 595 81 MWÖLBY

Fleet List - Machines

Machine Fleet Number Search Clear

Total summary
Machines: 256 Sites: 1

Machine	Fleet Number	Machine Family	Contract Type
6002395	RLA1078305	REA - Reach Trucks	LTR
6079957	LLB1078122	REA - Reach Trucks	LTR
6079185	LLB1078122	REA - Reach Trucks	LTR
6079966	LLA1078121	REA - Reach Trucks	LTR
6149774	LLB1078122	REA - Reach Trucks	LTR

The  icon will expand machine details:

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- 'Contract No' = Rental or service contract number
- 'From date' = Start date of the rental or service contract
- 'To date' = End date of the rental or service contract
- 'Contr. Hours' = Agreed annual usage hours according to the rental or service contract
- 'Last Reading Date' = Date of the latest hour meter recording
- 'Hour Meter Reading' = Meter value at the latest hour meter recording
- 'Last Service Date' = Date of the latest maintenance or service repair visit
- 'Model' = Machine model designation
- 'Brand' = Machine manufacturer
- 'Year Model' = Machine manufacturing year
- 'Delivery Date' = Date of delivery to the current customer site
- 'Lift Capacity' = Machine lift capacity in kilograms [kg]
- 'Energy' = Source of power (Electric, Diesel or LPG/Petrol)

The screenshot displays the TOYOTA I_Site web application. At the top left is the TOYOTA logo and 'MATERIAL HANDLING'. The main header reads 'TOYOTA I_Site' with a 'Welcome to Toyota I_Site' message and 'Help | Logout' links on the right. A navigation bar includes 'Home' and several icons. A red banner below the navigation bar reads 'BT PRODUCTS AB, POWERED TRUCKS 595 81 MjÖLBY'. On the left is a sidebar menu with categories: Fleet List (Sites, Machines), Costs (Sites, Machines, Details), Service Reports (Sites, Machines, Visits), and PM Accuracy (Sites, Machines). The main content area is titled 'Fleet List - Machines' and features a search box with 'Machine' and 'Fleet Number' fields, and 'Search' and 'Clear' buttons. Below the search box is a 'Total summary' section with a bar chart icon, 'Machines: 298', and 'Sites: 1'. To the right of the summary are icons for 'Contr. Hours', a printer, a star, and a close button. The main table lists machine details:

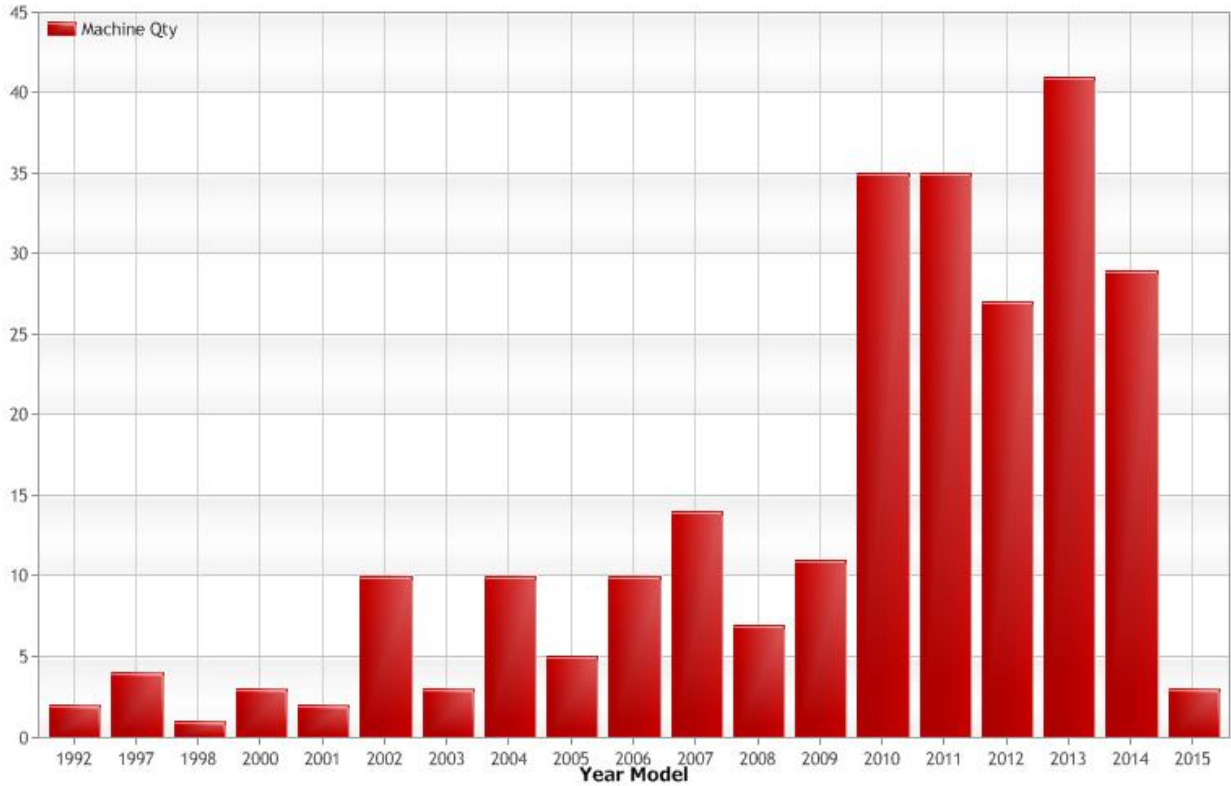
Machine	Fleet Number	Machine Family	Contract Type
6002395	RLA1078305	REA - Reach Trucks	LTR
Site: BT PRODUCTS AB, POWERED TRUCKS Contract No: 8004933 From date: 01/09/2007 To date: 30/04/2015 Contr. Hours: 2100 Last Reading Date: 02/02/2015 Hour Meter Reading: 11055 Last Service Date: 02/02/2015 Machine Family: REA - Reach Trucks Model: RRE2 Brand: BT Year Model: 2007 Delivery Date: 03/09/2007 Lift Capacity: 1600 Energy: Electric			
6079957	LLB1078122	REA - Reach Trucks	LTR
6079185	LLB1078122	REA - Reach Trucks	LTR

Clicking the  icon will display the *Age Distribution* of the fleet graphically:



Chart - Age Distribution

Switch to list view by clicking on the button to the left.



4 Report viewing – Costs

4.1 Costs – Sites

When clicking the *My Fleet* tab and 'Costs – Sites' in the left navigation column, a summary of your costs is shown for your site (or sites, if applicable) for the selected time period, including the total costs per site with special focus on damage costs.

A summary of the site cost data is given at the top of the listing. The following data are shown for the selected time period:

- 'Machine Qty' = Total number of machines or pieces of equipment carrying costs during the selected time period
- 'Damage Cost' = Total costs of damage during the selected time period
- 'Total Cost' = Total costs during the selected time period
- 'Currency' = Invoice currency

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Welcome to Toyota I_Site
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Home

Costs - Sites

From date: 02/2015 To date: 03/2015

Enter name Postal code City Country

Search Clear

Total summary
Total Cost: 855,445 SEK Damage Cost: 4,808 SEK


Site	Machine Qty	Damage Cost	Total Cost	Currency
	21	2,523	137,586	SEK
<small>Customer number: City: Country: SE Contract Cost LTR: 135,063 Contract Cost STR: 0 Contract Cost Service: 0 Non-contractual Cost Parts: 0 Non-contractual Cost Service: 0 Damage Cost Parts: 2,523 Damage Cost Service: 0</small>				
	14	1,985	63,704	SEK
	173	0	658,154	SEK

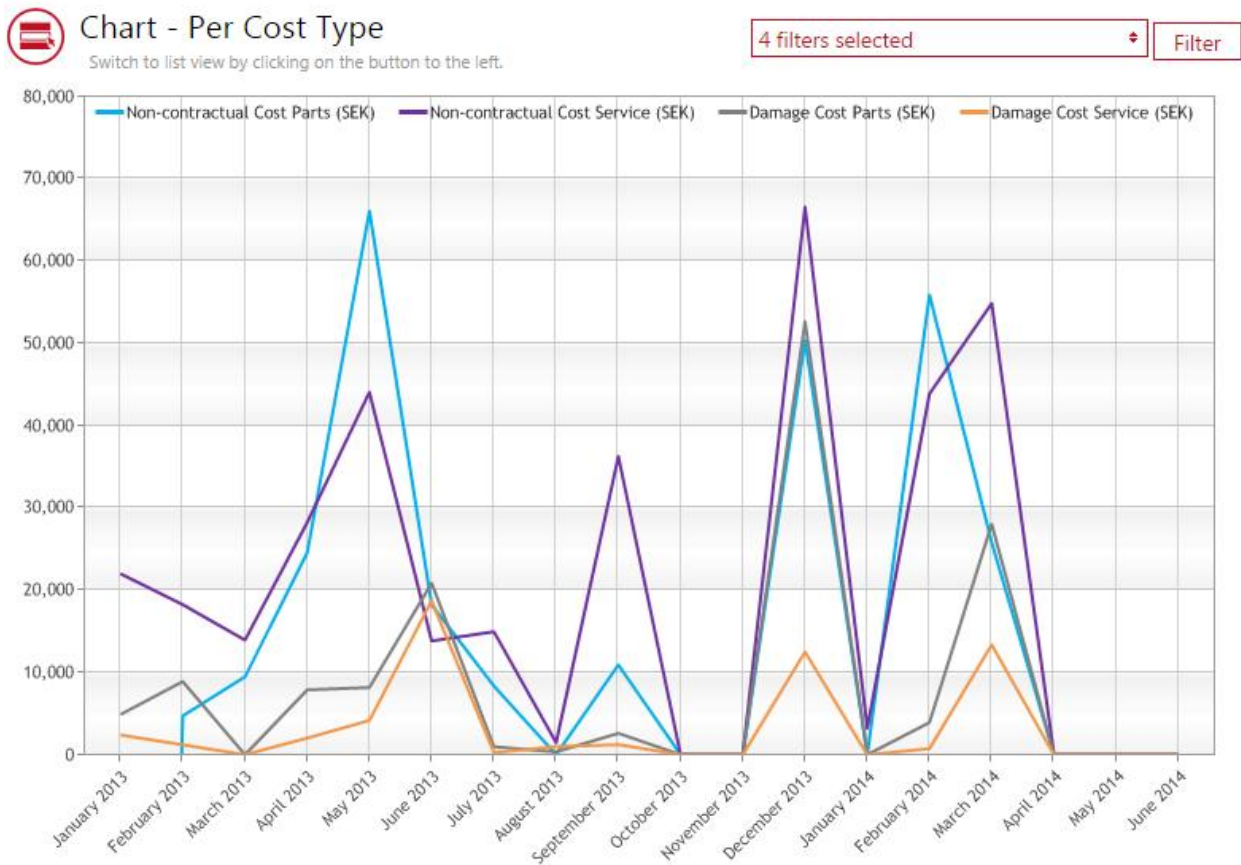
The icon will expand site and cost details:

- 'Customer number' = Unique customer identification number according to TMH systems
- 'Country' = Site country code
- 'Contract Cost LTR' = Costs invoiced on Long Term Rental contract during the selected time period
- 'Contract Cost STR' = Costs invoiced on Short Term Rental contract during the selected time period
- 'Contract Cost Service' = Costs invoiced on Service contract during the selected time period
- 'Non-Contractual Cost Parts' = Costs invoiced for spare parts excluded from the contract (damages excluded)
- 'Non-Contractual Cost Service' = Costs invoiced for service or repairs excluded from the contract (damages excluded)

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- 'Damage Cost Parts' = Costs invoiced for spare parts – specifically categorized as *damage*
- 'Damage Cost Service' = Costs invoiced for service or repairs – specifically categorized as *damage*

Clicking the  icon will display the information graphically, with selected time period January 2013 – June 2014 in this example:



4.2 Costs – Machines

To get to the 'Costs – Machines' dialogue window, click the *Site name* (or anywhere on that line, above) or click *Machines* in the 'Costs' left navigation column and *Search*.

A summary of machine costs is given at the top of the listing.

The following data are shown:

- 'Machine' = Machine serial number
- 'Fleet No' = Site machine ref. number
- 'Damage Cost' = Invoiced costs specifically categorized as damage costs (spare parts + service) for the machine during the selected time period
- 'Total Cost' = Invoiced total costs for the machine during the selected time period
- 'Currency' = Invoice currency



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Costs - Machines

Machine	Fleet Number	From date	To date	
		02/2015	03/2015	
<input type="button" value="Search"/> <input type="button" value="Clear"/>				



Total summary

11 Machines | Total Cost: 30,454 SEK | Damage Cost: 0 SEK

Total Cost ▾

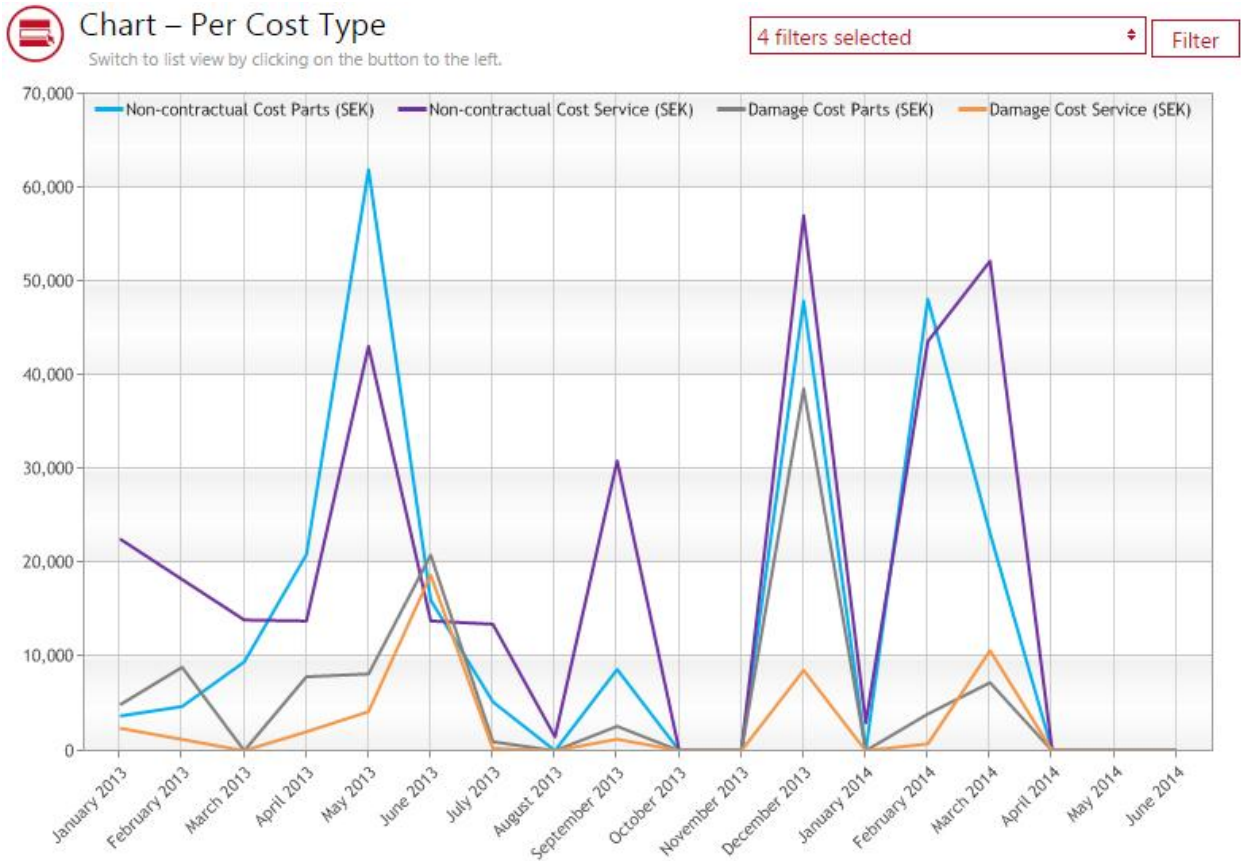
Machine	Fleet Number	Damage Cost	Total Cost	Currency	
6211903	CF/1078520	0	8,211	SEK	
<small> Contract Cost LTR: 8,211 Contract Cost STR: 0 Contract Service Cost: 0 Non-contractual Cost Parts: 0 Non-contractual Cost Service: 0 Damage Cost Parts: 0 Damage Cost Service: 0 Machine Family: REA - Reach Trucks Model: RR200CC Brand: BT </small>					
6214920	UP/1078970	0	3,464	SEK	
6215262	UP/1078970	0	3,341	SEK	

The icon will expand machine cost details:

- 'Contract Cost LTR' = Costs invoiced on Long Term Rental contract during the selected time period
- 'Contract Cost STR' = Costs invoiced on Short Term Rental contract during the selected time period
- 'Contract Cost Service' = Costs invoiced on Service contract during the selected time period
- 'Non-Contractual Cost Parts' = Costs invoiced for spare parts excluded from the contract (damages excluded)
- 'Non-Contractual Cost Service' = Costs invoiced for service or repairs excluded from the contract (damages excluded)
- 'Damage Cost Parts' = Costs invoiced for spare parts – specifically categorized as *damage*
- 'Damage Cost Service' = Costs invoiced for service or repairs – specifically categorized as *damage*
- 'Machine Family' = Type of machine
- 'Model' = Machine model designation
- 'Brand' = Machine manufacturer



Clicking the icon will display the information graphically, with selected time period January 2013 – June 2014 in this example:



4.3 Costs – Details

To get to the 'Costs – Details' dialogue window, click the *Machine* (or anywhere on that line, above) or click *Details* in the 'Costs' left navigation column and *Search*.

A summary of each transaction is given at the top of the listing.

The following data is shown:

- 'Machine' = Machine serial number
- 'Item Name' = Name of contract item or spare part item
- 'Invoice Number' = Number of the invoice
- 'Invoice Date' = Date when the invoice was issued
- 'Quantity' = Item quantity
- 'Total Cost' = Total cost of this invoice line
- 'Currency' = Invoice currency



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Costs - Details

Machine	Fleet Number	SO Number	Assignment No	From date	To date	
				02/2014	02/2014	
<input type="button" value="Search"/> <input type="button" value="Clear"/>						

Total summary

|| Total Cost: 17,381 SEK

Machine	Item Name	Invoice Number	Invoice Date	Quantity	Total Cost	Currency	
6070075	WHEEL	10885619	10/02/2014	1.00	2,639	SEK	↑
Fleet Number: ELWD53000 Cost Type: Non-contractual Cost Parts SO Number: 0002795936 Assignment No: 2							
6070075	PIN	10885619	10/02/2014	5.00	268	SEK	↓
6070075	INSERT	10885619	10/02/2014	6.00	739	SEK	↓
6070075	HARNESS	10885619	10/02/2014	1.00	1,809	SEK	↓

The icon will expand transaction details:

- 'Fleet No' = Site machine ref. number
- 'Cost Type' = Type of cost for the specific invoice line = *Contract Cost LTR* or *Contract Cost STR* or *Contract Cost Service* or *Non-Contractual Cost Parts* or *Non-Contractual Cost Service* or *Damage Cost Parts* or *Damage Cost Service*
- 'SO Number' = Service Order Number
- 'Assignment Number' = Service Order Assignment Number (one SO may consist of one or several different assignments)

5 Report viewing – Service Reports

5.1 Service Reports – Sites

When clicking the *My Fleet* tab and ‘*Service Reports – Sites*’ in the left navigation column, a summary of the service activities is shown for your site (or sites, if applicable) for the selected time period.

A summary of the site service data is given at the top of the listing. The following data are shown for the selected time period:

- ‘Breakdowns’ = Number of service visits during the selected period categorized as *Breakdown*
- ‘Damages’ = Number of service visits during the selected period categorized as *Damage*
- ‘Prev. Maint.’ = Number of service visits during the selected period categorized as *Preventive Maintenance*

TOYOTA MATERIAL HANDLING I_Site Last Login @ 7/5/2016 1:50:08 PM
Help | Logout

Home [Icons]

Service Reports - Sites

Enter name: [] Postal code: [] City: mjölby From date: 07/2016 To date: 07/2016
Country: [] [Search] [Clear]

Total summary [Breakdowns: 36] [Damages: 4] [Prev. Maint.: 24] [Site name:] [] [] [] []

Site name	Breakdowns	Damages	Prev. Maint.
TMH MANUFACTURING SWEDEN AB (PWT)	37	4	24
[Customer number: SE00040586] [Postal code: 595 81] [City: 595 81 MJÖLBY] [Country: SE]			
TOYOTA MATERIAL HANDLING EUROPE AB	1	0	0
[Customer number: SE00040592] [Postal code: 595 81] [City: 595 81 MJÖLBY] [Country: SE]			

The *detailed* version of 'Service Reports – Sites' also includes:

- 'Vehicle Off the Road' = Number of service visits during the selected period categorized as *Vehicle Off the Road*


Service Reports - Sites

Enter name of: City: From date: To date:
 Enter name of: Postal code: mjölby From date: 07/2016 To date: 07/2016
 Country:

Search Clear

Total summary
 Vehicle Off the Road: 0 Breakdowns: 43 Damages: 4 Prev. Maint.: 27 First-fix: 91% Resp Time Avg. [dropdown] [icon] [icon] [icon] [icon]

Site name	Breakdowns	Vehicle Off the Road	Damages	Prev. Maint.	[icon]
TMH MANUFACTURING SWEDEN AB (PWT)	37	0	4	24	[icon]
Customer number: 5800040586 Postal code: 595 81 City: 595 81 MJÖLBY Country: SE Resp Time Avg. 02:45 First-fix 90%					
TOYOTA MATERIAL HANDLING EUROPE AB	1	0	0	0	[icon]
Customer number: 5800040582 Postal code: 595 81 City: 595 81 MJÖLBY Country: SE Resp Time Avg. 02:45 First-fix 100%					

The  icon will expand additional site service details:

- 'Resp Time Avg.' = Average response time of all service visits during the selected time period (Response time is defined as the number of hours from when the customer call was logged until the service engineer started the work at site)
- 'First-fix' = Ratio of the number of service repairs which could be completed on the first visit, during the selected time period


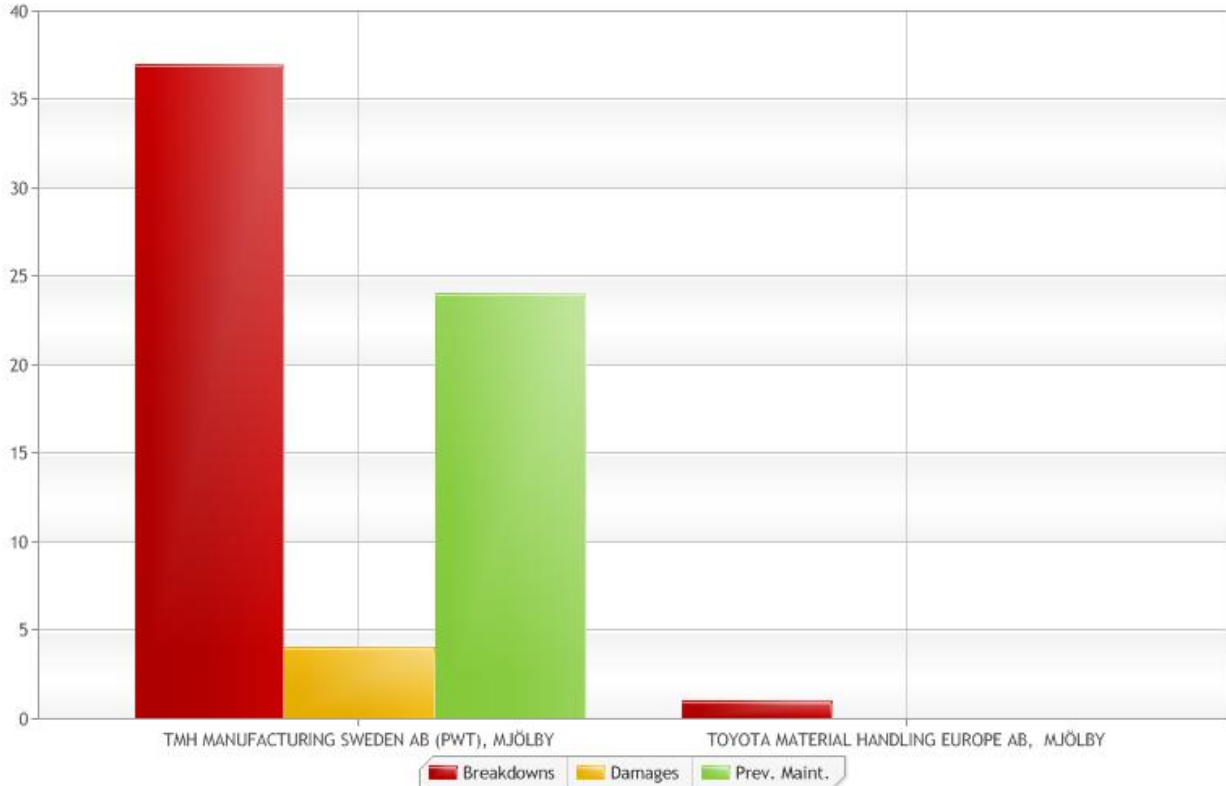
Clicking the  icon will display the *Service Types* graphically for your site (or sites, if applicable) for the selected time period:



Chart - Service Types

Switch to list view by clicking on the button to the left.



5.2 Service Reports – Machines

To get to the 'Service Reports – Machines' dialogue window, click the *Site name* (or anywhere on that line, above) or click *Machines* in the 'Service Reports' left navigation column and *Search*.

A summary of machine service data is given at the top of the listing.

The following data is shown, per machine:

- 'Breakdowns' = Number of service visits during the selected period categorized as *Breakdown*
- 'Damages' = Number of service visits during the selected period categorized as *Damage*
- 'Prev. Maint.' = Number of service visits during the selected period categorized as *Preventive Maintenance*



The icon will expand machine details:

- 'Machine Family' = Type of machine
- 'Model' = Machine model designation
- 'Brand' = Machine manufacturer

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TMH MANUFACTURING SWEDEN AB (PWT) 595 81 MJÖLBY

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Service Reports - Machines

		From date	To date	
Machine	Fleet Number	07/2016	07/2016	<input type="button" value="Search"/> <input type="button" value="Clear"/>

Total summary

Breakdowns: 34 | Damages: 3 | Prev. Maint.: 24

Breakdowns

Machine	Fleet Number	Breakdowns	Damages	Prev. Maint.	
6111585	B000027009	3	0	0	
Site: TMH MANUFACTURING SWEDEN AB (PWT) Machine Family: STA - Stackers Model: SA8200 Brand: BT					
6161584	LLB1078122	2	0	0	
6313459	UMB1078830	2	0	1	
6377977	LLW1078205	1	0	2	

The *detailed* version of 'Service Reports – Machines' also includes:

- 'Vehicle Off the Road' = Number of service visits during the selected period categorized as *Vehicle Off the Road*

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Service Reports - Machines


		From date	To date	
Machine	Fleet Number	07/2016	07/2016	<input type="button" value="Search"/> <input type="button" value="Clear"/>

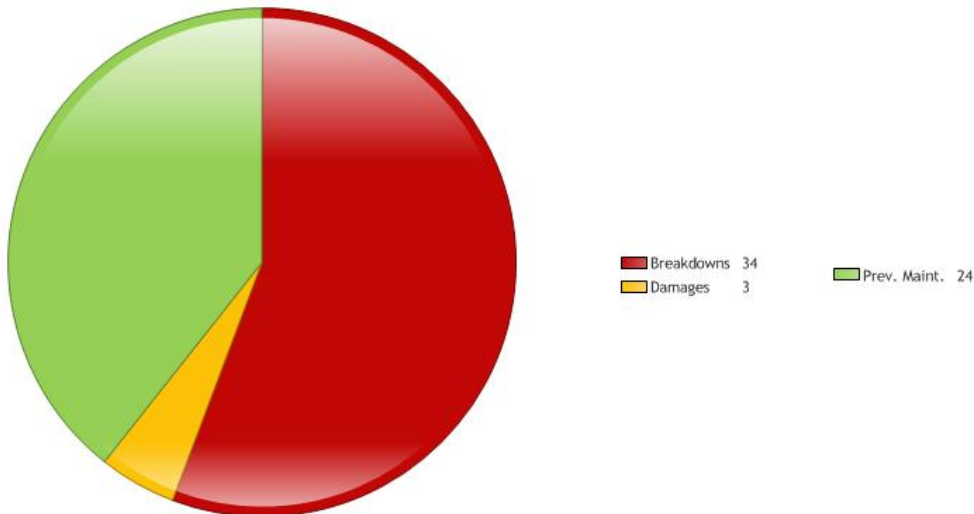
Total summary

Vehicle Off the Road: 0 | Breakdowns: 34 | Damages: 3 | Prev. Maint.: 24

Breakdowns

Machine	Fleet Number	Vehicle Off the Road	Breakdowns	Damages	Prev. Maint.	
6111585	B000027009	0	3	0	0	
6161584	LLB1078122	0	2	0	0	
6313459	UMB1078830	0	2	0	1	
6377977	LLW1078205	0	1	0	2	

Clicking the  icon will display the corresponding information graphically, for the selected machine(s):



5.3 Service Reports – Visits

[‘Visit’ = Service *Visit* or Service *Assignment*]

A *Service Order* may consist of one or several service visits/assignments.

To get to the ‘*Service Reports – Visits*’ dialogue window, click the *Machine* (or anywhere on that line, above) or click *Visits* in the ‘*Service Reports*’ left navigation column and *Search*.

A summary of each service engineers’ visit is given at the top of the listing.
The following data are shown:

- ‘*Machine*’ = Machine serial number
- ‘*Fleet Number*’ = Site machine ref. number
- ‘*Type*’ = Type of assignment/visit
(BD = Breakdown, PM = Preventive Maintenance, BA = Damage or FP = Fixed Price)
- ‘*Date*’ = Date of the service engineer’s visit
- ‘*SO*’ = The *Service Order worksheets* available as Pdf file (one worksheet per SO visit/assignment)
- ‘*Costs*’ = Link to the ‘*Costs – Details*’ report

Service Reports - Visits

Machine: 6161584 | From date: 07/2016 | To date: 07/2016





Total summary

Machine	Fleet Number	Type	Date	SO	Costs
6161584	LLB1078122	BD	7/12/2016		
<small>Site: TMH MANUFACTURING SWEDEN AB (PWT) SO Number: 0007884145 Assignment No: 1 Machine Family: REA - Reach Trucks Model: RRE160E Brand: BT</small>					
6161584	LLB1078122	BD	7/4/2016		
<small>Site: TMH MANUFACTURING SWEDEN AB (PWT) SO Number: 0007833526 Assignment No: 5 Machine Family: REA - Reach Trucks Model: RRE160E Brand: BT</small>					

The  icon will expand service visit details:

- 'SO Number' = Service Order Number
- 'Assignment No' = Service Order Assignment Number (one SO may consist of one or several different assignments)
- 'Machine Family' = Type of machine
- 'Model' = Machine model designation
- 'Brand' = Machine manufacturer

The *detailed* version of 'Service Reports – Visits' also includes:

- 'Resp. Time' =  or , where
 -  = The Response Time for the visit was within the contracted limit
 -  = The Response Time for the visit was not within the contracted limit

(Response time is defined as the number of hours from when the customer call was logged until the service engineer started the work at site)

- 'First-fix' = Yes or No, where

Yes = The service repair could be completed on the first visit
 No = The service repair could not be completed on the first visit (the engineer had to return later to complete the work)

'First-fix' is only applicable for *Breakdowns* (BD) and *Emergency* (EM) Breakdowns, i.e. *Vehicle Off the Road*



TMH MANUFACTURING SWEDEN AB (PWT) 595 81 MJOBY

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 - Machines →

Service Reports - Visits

Machine	Fleet Number	SO Number	Assignment N	From date	To date	Search	Clear
6161584				07/2016	07/2016		




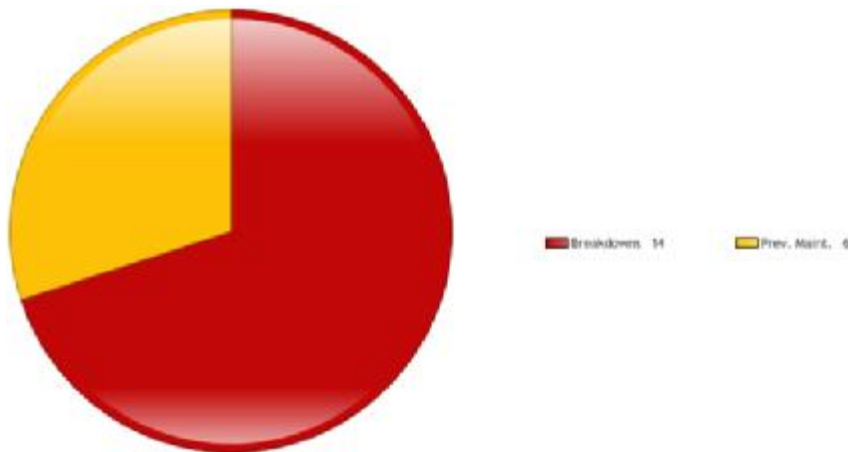
Total summary

Vehicle Off the Road: 0 Breakdowns: 2 Damages: 0 Prev. Maint.: 0

Date [v] [f] [s] [star] [x]

Machine	Fleet Number	Type	Date	Resp. Time	First-fix	SO	Costs
6161584	LLB1078122	BD	7/12/2016	●	Yes	[icon]	[icon]
6161584	LLB1078122	BD	7/4/2016	●	Yes	[icon]	[icon]

Clicking the  icon will display the corresponding information graphically, for the selected machine(s) and visits:



6 Report viewing – PM Accuracy

6.1 PM Accuracy – Sites

['PM Accuracy' = Measurement of TMHs performance with regards to Preventive Maintenance]
 A PM visit is regarded as *accurate* if it is delayed no more than 30 days compared to plan.


When clicking the *My Fleet* tab and 'PM Accuracy – Sites' in the left navigation column, a summary overview is shown for your site (or sites, if applicable) including the PM Accuracy measurement of your current fleet.

A summary of the PM visits performed at each site is given at the top of the listing. The following data are shown:

- 'Machine Qty' = Total number of machines which have a contract including PM (Prev. Maintenance)
- 'Number of PM Accuracy OK' = Number of machines whose latest PM visit was carried out within the accuracy limit (not delayed more than 30 days)
- 'Number of PM Accuracy Not OK' = Number of machines whose latest PM visit was not carried out within the accuracy limit (delayed 30 days or more)
- 'PM Accuracy Avg.' = Number of machines with latest PM visit within the accuracy limit in relation to the total number of machines

The screenshot shows the 'PM Accuracy - Sites' page. At the top, there is a search form with fields for 'Enter name of', 'Postal code', 'City', and 'Country', along with 'Search' and 'Clear' buttons. Below the search form is a 'Total summary' section featuring a bar chart icon and a table of site performance data.

Site name	Machine Qty	Number Of PM Accuracy OK	Number Of PM Accuracy Not OK	PM Accuracy Avg.
BT PRODUCTS AB, HAND TRUCKS DIV.	11	11	0	100%
BT PRODUCTS AB, POWERED TRUCKS	181	180	1	99%

The  icon will display site details.


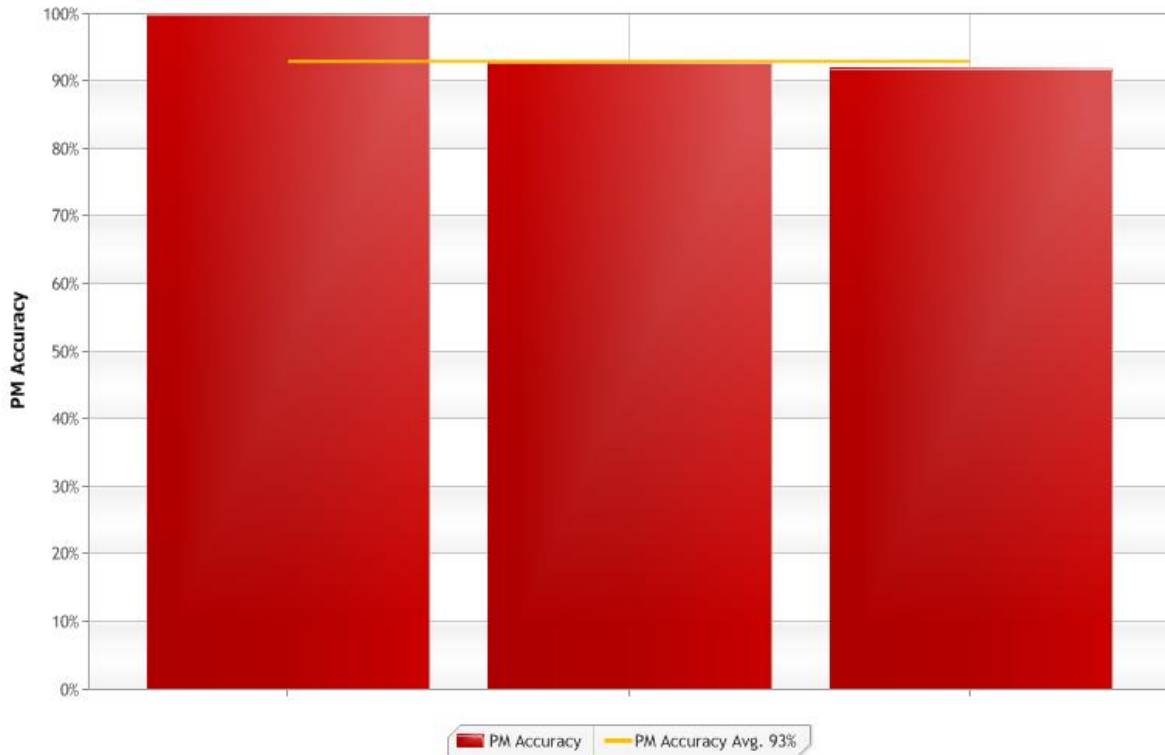
Clicking the  icon will display the PM Accuracy information graphically for your site(s) – three sites in this example:



Chart - PM Accuracy per Site

Switch to list view by clicking on the button to the left.



6.2 PM Accuracy – Machines

To get to the 'PM Accuracy – Machines' dialogue window, click the *Site name* (or anywhere on that line, above) or click *Machines* in the 'PM Accuracy' left navigation column and *Search*.

For each machine in the fleet, information about the latest PM is shown at the top of the listing. The following data are shown:

- 'Machine' = Machine serial number
- 'Fleet Number' = Site machine ref. number

- 'PM Accuracy' = ● or ▲, where

● = The latest PM visit was carried out within the accuracy limit

▲ = The latest PM visit was not carried out within the accuracy limit

- 'Last PM Date' = Date when the latest PM was performed
- 'Last PM Scheduled' = Date when the latest PM was scheduled



- Fleet List
 - Sites →
 - Machines →
- Costs
 - Sites →
 - Machines →
 - Details →
- Service Reports
 - Sites →
 - Machines →
 - Visits →
- PM Accuracy
 - Sites →
 - Machines →

PM Accuracy - Machines

Machine
609

Fleet Number

Total summary

Number Of PM Accuracy OK: 4 Number Of PM Accuracy Not OK: 1

Year Model: ▼

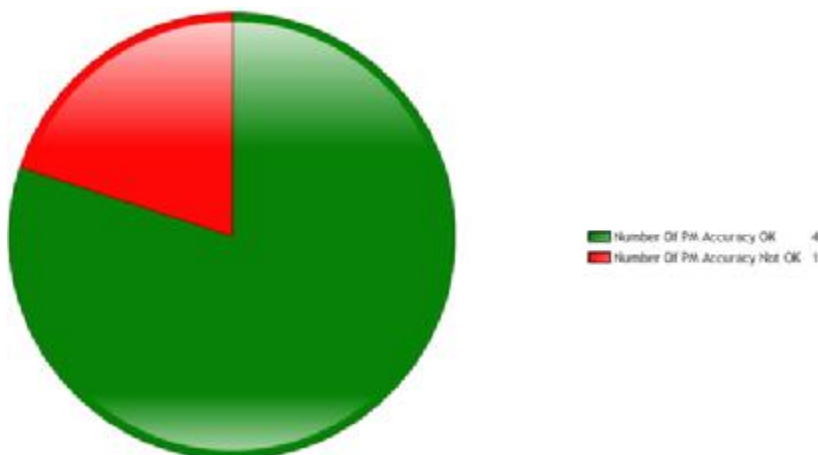
Machine	Fleet Number	PM Accuracy	Last PM Date	Last PM Scheduled	
Machine 6097713	DL/1079700	●	06/12/2013	06/12/2013	
Machine 6097118	RIF1078350	●	12/06/2014	12/06/2014	
Machine 6113609	H8498	▲	22/08/2014	25/06/2014	

Contract No: M450828 Contract Type: STR
 Machine Family: LOW - Low Lifters Model: LPE200 Brand: BT Year Model: 2010

The icon will expand machine and contract details:

- 'Contract No' = Rental or service contract number
- 'Contract Type' = Type of rental or service contract (LTR = Long Term Rental, STR = Short Term Rental, FS = Full Service, or PM = Preventive Maintenance)
- 'Machine Family' = Type of machine
- 'Model' = Machine model designation
- 'Brand' = Machine manufacturer
- 'Year Model' = Machine manufacturing year

Clicking the icon will display the PM Accuracy information graphically for the machine(s):



7 Home page / Dashboard

7.1 Dashboard

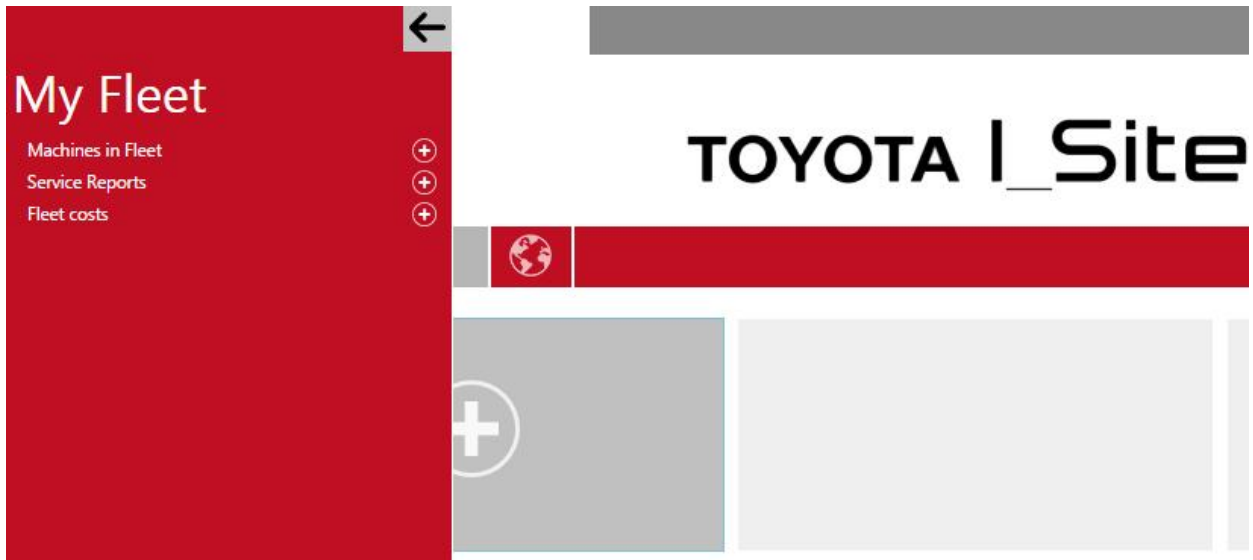
Upon log in, you will get to a dashboard comprising a set of smart tiles. The dashboard gives you a quick overview of the parameters you like to follow regularly.

For users with access to no more than 5 sites, the dashboard will have a default setting at your first log in. The dashboard may be modified as described below to fit your personal usage.

Clicking a smart tile will display the related detailed information page as described in above sections.




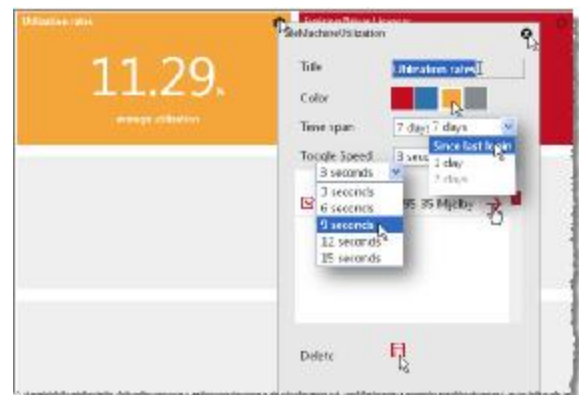
To enter new tiles, click the top left arrow to open the parameter listing (or mark a grey tile). Click the plus sign to enter a new smart tile to the dashboard for the parameter of interest:



Click the return arrow to close the parameter listing.

7.2 Modifying the dashboard / Configuring tiles

- Click the 'wheel' icon at the top right corner of the smart tile to display the configuration view.
- Enter a *Title* for the smart tile.
- Select a background colour.
- Select review time span.
- Set the toggle speed.
- Click the garbage can to delete the smart tile.
- Click the  icon at the top right corner to close the configuration window.

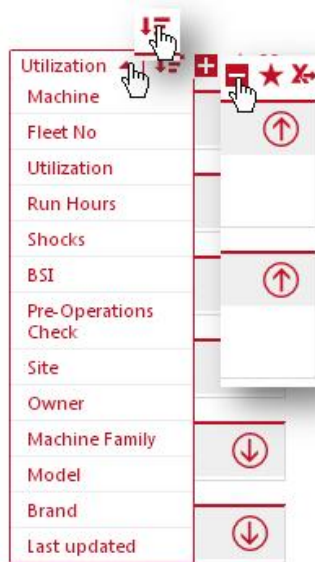


If you have access to several sites, you can make tiles show aggregated values by marking a series of sites. Alternatively, you may enter a separate tile for the various sites but for the same parameter.

8 General features

8.1 Sorting and expanding tables

1. Tables may be sorted on any of the parameters in a listing.
2. Tables may be sorted ascending or descending for the selected parameter.
3. Click the plus icon to expand all rows.



8.2 Favourites

- Click the star icon to open the *Save favourite* dialogue window.
- Enter a name and save.
- Access favourites by means of the 'file' icon at the top right corner.



8.3 Exporting to Excel

Many dialog windows offer the feature of exporting to Excel.



The format has a ready to print lay-out. It's also set up for pivot table analyses, see illustration.

