



EVANTAGE SOLUTIONS SDN BHD

Computerized Maintenance Management System (CMMS)

USER MANUAL
(Update Usage)

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DOCUMENT CONTROL

Document No : CMMS/ASSET/METER/AM01
Document Name : Update Usage
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Creation Date : 29/05/2024
Revision : 1.0

DOCUMENT REVISION HISTORY

Revision No	Revision Date	By	Description of Changes
1.0	29/05/2024	Najmi	First Version of User Manual – Update Usage

Scenario

To schedule maintenance based on actual usage rather than arbitrary time intervals, thereby optimizing resources and minimizing downtime. Ensure accurate billing and maintenance scheduling, decide to implement an update to the usage meter system. In this syllabus, we will guide you on how to update the usage meter to keep track of usage for scheduled maintenance.

1. Update Usage Meter

What it's for

Updating the usage meter ensures accurate tracking of vehicle mileage, facilitating precise billing, efficient maintenance scheduling, and enhanced fleet management for a rental car company.

Update Usage

- 1.1 On the left panel of the system, click on **Assets > Asset Meter**

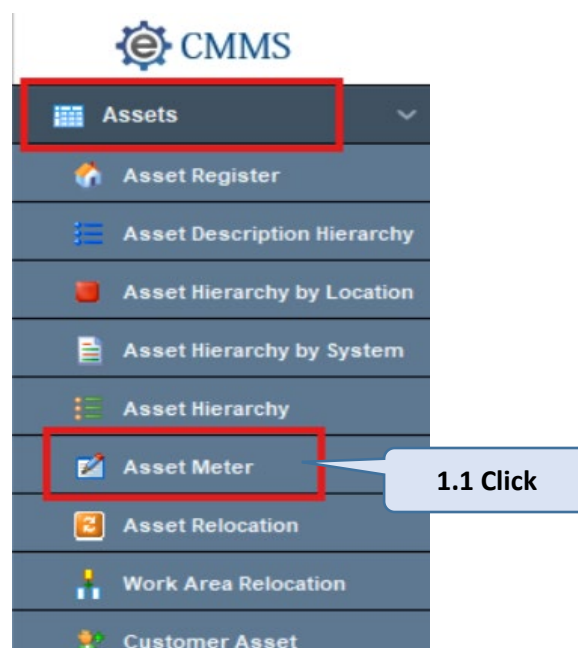


Figure 1.1

1.2 Asset Meter table view will pop up and data will retrieve. Click on **Define** button.

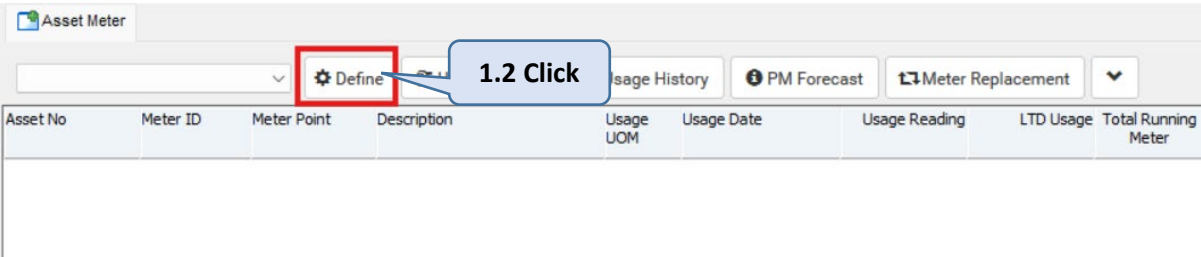


Figure 1.2

1.3 Fill in define query criteria:
(Note: Please refer “User Manual – Define Data Query” for detail information).

Column	Operator	Value
Asset No	like	ASSET01

1.4 Click on **Retrieve** button and records will be shortlisted based on query criteria.

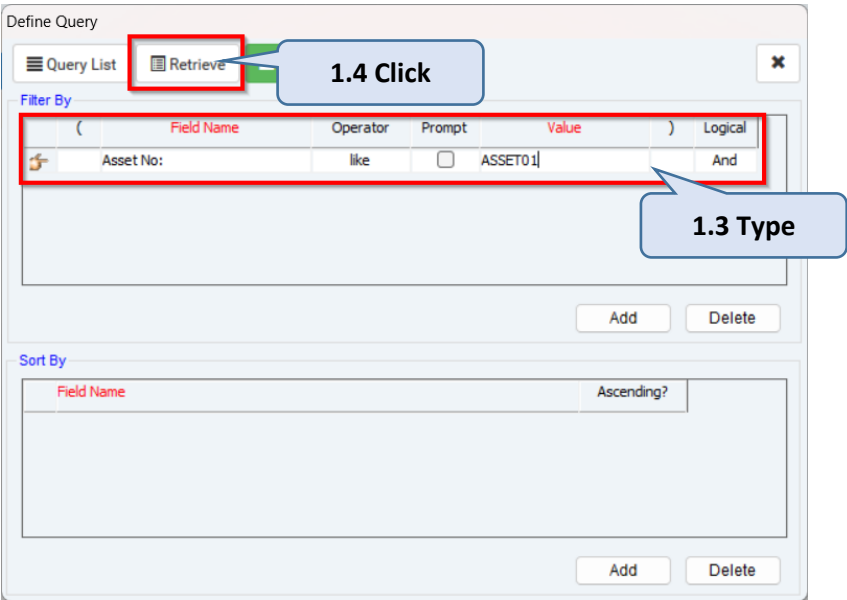


Figure 1.3

1.5 Select the record and click **Update Usage** button. Update New Usage Reading viewers will open.

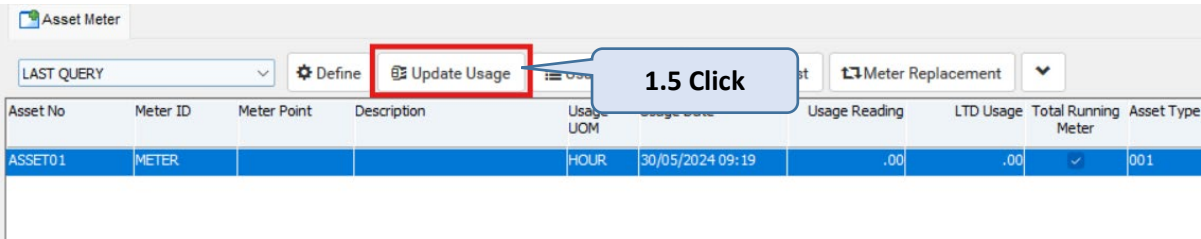


Figure 1.4

1.6 Fill in the mandatory field coloured in red:

Field	Value	Have Master File?
Usage Date	: <AUTO CAPTURED>	NO
Usage Reading	: 100	NO
Status	: ACT	YES
Asset Location	: COMMON AREA	YES

(Note: Master file are control by System Admin).

1.7 Click **Save** button and user will redirect to Asset Meter view.

Update New Usage

1.7 Click

1.6 Insert

Asset No: ASSET01 Meter Maximum: - Not Specified -

Meter ID: METER Max Average Usage: - Not Specified -

Meter Point: Current Usage: .00

Usage UOM: HOUR Current Average Usage: .00

Meter Install Date: 30/05/2024 09:19:37

Total Running Meter: ☒

Taken By: admin

LTD Usage: .00

Previous Usage Date:

Description:

Usage Reading

Usage Date: 30/05/2024 11:18:42

Usage Reading: .00

Status: ACT

Asset Location: COMMON AREA

Figure 1.5

1.8 The Asset usage date has already been updated.

Asset No	Meter ID	Meter Point	Description	Usage UOM	Usage Date	Usage Reading	LTD Usage	Total Running Meter	Asset Type
ASSET01	METER			HOUR	30/05/2024 11:18	100.00	100.00	✓	001

Figure 1.6