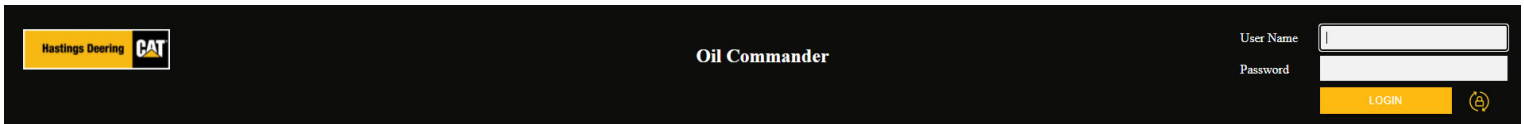



# OIL COMMANDER NAVIGATION



Hastings Deering CAT Oil Commander

User Name

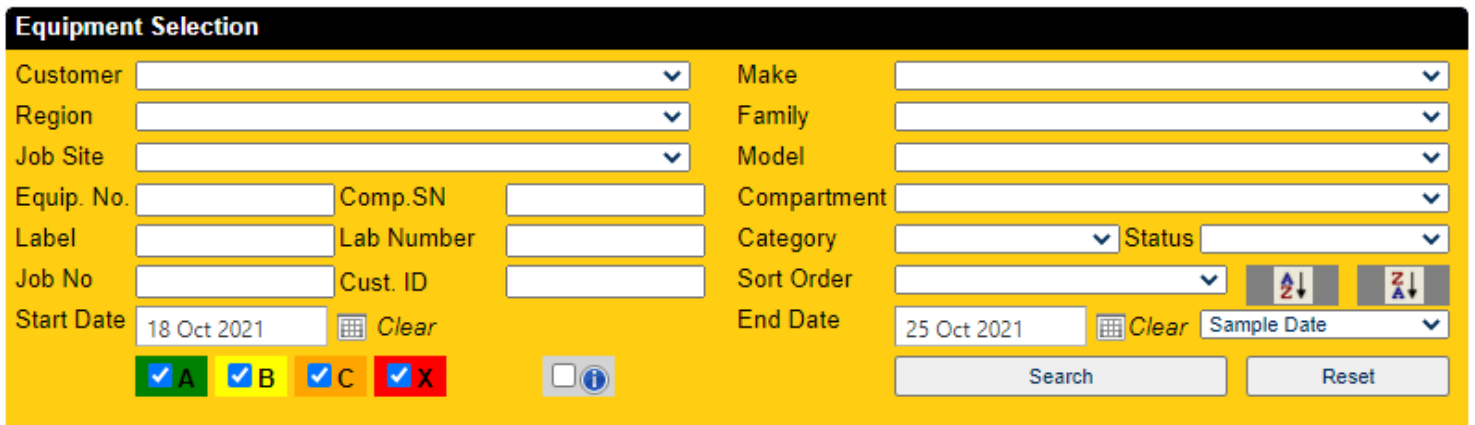
Password

LOGIN 

For FAQs and other literature see the oil commander home page.



Hastings Deering CAT Fluid Analysis



**Equipment Selection**


Customer  Make



Region  Family


Job Site  Model

Equip. No.  Comp. SN  Compartment

Label  Lab Number  Category  Status

Job No.  Cust. ID  Sort Order  

Start Date   Clear End Date   Clear Sample Date

A  B  C  X  

Search Reset

<https://sos.hastingsdeering.com.au/oil/>

# INDEX

Accessing Oil Commander	3
Home Screen	4
Sample Options	6
Sample Report (Details Page)	7
Sample Information Edit	8
Mag Plug, Screen and Filter Cut Import	9
Full History	10
Action Taken	11
Email Messages	12
Sample Images	12
Graphing	13
Model Comparisons	14
Fluid Analysis Menu	15
Print Sample Labels and browser settings	16
Outstanding Printed Labels	21
Track Your Sample	21
Sample Review	22
Oil Print Details All	23
Exporting Data	25
Equipment Tasks	23
Oil Change and Top Up	26
Entering Meter Readings	27
Hour Meter Changes	28
Moving Equipment—Jobsites	28
Component Change Out	29
Component Inventory	30
Component Bulk Updater	31
Component Editing	33
Equipment Searching	35
User Preferences	36
Laboratory Contacts	37

# Accessing Oil Commander

To access Oil Commander, enter the below into your address bar in Google Chrome or Microsoft Edge

<https://sos.hastingsdeering.com.au/oil/>

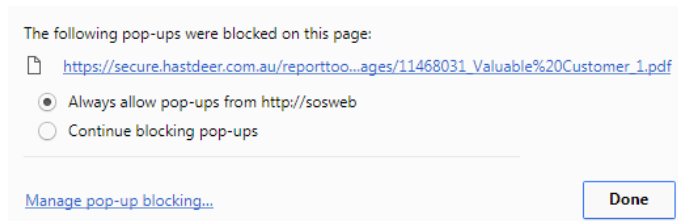
There is also a link available from the Hastings Deering Home Page.

## How do I correctly setup my internet settings for Oil Commander?

Ideally we recommend using Google Chrome where possible.

### Using Google Chrome

1. Two commonly used functions of Oil Commander are the ability to view & download reports and Print Sample Cards.
2. To do this you will need to ensure your browser settings are set correctly, for this we need to ensure pop-ups are enabled for Oil Commander.
3. In the Chrome browser address bar type in the URL <chrome://settings/content/>
4. Scroll down to Popups and either **allow** or enable for <https://sos.hastingstdeering.com.au>
5. Whilst in content settings, you may also go to the PDF documents and click Disable. This allows the downloading of PDF reports instead of opening it in browser. Leave enabled if you wish to view then download
6. Close the browser and re-open to ensure the settings have been updated
7. **NOTE:** If experiencing issues printing cards, please try clearing your cache first. For further instructions please see the FAQ section on the Oil Commander home page.



<https://sos.hastingsdeering.com.au/oil/>

**\*\*Oil Commander is designed to function on Google Chrome or Microsoft Edge\*\***

For certain software functions to work correctly, you will need to enable 'Pop Ups' in both Edge and Chrome.

Home Manage Equipment Setup System Help

Hastings Deering CAT Fluid Analysis

**Equipment Selection**

Customer [dropdown] Make [dropdown]  
 Region [dropdown] Family [dropdown]  
 Job Site [dropdown] Model [dropdown]  
 Equip. No. [text] Comp. SN [text] Compartment [dropdown]  
 Label [text] Lab Number [text] Category [dropdown] Status [dropdown]  
 Job No [text] Cust. ID [text] Sort Order [dropdown] [A-Z] [Z-A]  
 Start Date [31 Jul 2017] [Clear] End Date [07 Aug 2017] [Clear] Interp Date [dropdown]  
 A  B  C  X  [i]

Search Reset

Sample searches can be performed by selecting available customer, region, job site and machine information.

If searching for a particular machine, the unit or serial number may be entered into the "Equip No" box. Alternatively, the Lab Control Number can be entered into the "Lab Number" box to find a specific sample.

Results can be displayed by exception by using the "Status" drop down box and/or selecting the evaluation.

**Note: If a sample has not been taken in the selected date range, then no results will be displayed. In this case you will need to clear the start date.**



**Displays samples having insufficient details to process accurately.  
 e.g. no serial number, compartment not identified, no fluid hours etc.**

**Job Number** - Search for samples by the job number entered on the sample card.

**Category** - Search for specific sample types.

**Status** - Search for samples that need actioning or have been actioned.

Note: If samples are searched using "Sample Date" as criteria, a result may not be displayed if the sample date was not entered onto the sample registration card. Here it is preferable to search using the "Received Date".

Serial No	Unit No	Model	Reg No	Customer	Job Site	Sampled Site	Compartment	Compart SN	S1	S2	S3	S4	Hours at Install	Expected Life	Life Lived	Remaining Life	Remaining Warranty
ATY01073	RD540	793C	CRS3101	HD BRISBANE FLEET HIRE SERVICES	National Plant & Equipment - Caval Ridge	CAVAL RIDGE	ENGINE PRIMARY - DIESEL		C	C	C	B	0	1000	29209	-28209	No Warranty
ATY01073	RD540	793C	CRS3101	HD BRISBANE FLEET HIRE SERVICES	National Plant & Equipment - Caval Ridge	CAVAL RIDGE	FINAL DRIVE LEFT		B	B			0	1000	29209	-28209	No Warranty
ATY01073	RD540	793C	CRS3101	HD BRISBANE FLEET HIRE SERVICES	National Plant & Equipment - Caval Ridge	CAVAL RIDGE	FINAL DRIVE RIGHT		B	B			0	1000	29209	-28209	No Warranty
ATY01073	RD540	793C	CRS3101	HD BRISBANE FLEET HIRE SERVICES	National Plant & Equipment - Caval Ridge	CAVAL RIDGE	FINAL DRIVE LEFT		B	B			0	1000	29209	-28209	No Warranty
ATY01073	RD540	793C	CRS3101	HD BRISBANE FLEET HIRE SERVICES	National Plant & Equipment - Caval Ridge	CAVAL RIDGE	FINAL DRIVE RIGHT		A	B			0	1000	29209	-28209	No Warranty
ATY01073	RD540	793C	CRS3101	HD BRISBANE FLEET HIRE SERVICES	National Plant & Equipment - Caval Ridge	CAVAL RIDGE	TRANSMISSION		C	B			0	1000	29209	-28209	No Warranty
ATY01073	RD540	793C	CRS3101	HD BRISBANE FLEET HIRE SERVICES	National Plant & Equipment - Caval Ridge	CAVAL RIDGE	WHEEL HUB LEFT		B	B			0	1000	29209	-28209	No Warranty

Depending what action is taken. The sample evaluation may change colour to alert the user.

Sample evaluations are colour coded according to priority e.g. “A” samples green, “B” samples yellow etc. The background colour of the sample will change depending on what action has been taken, Refer to the ‘Code Key’ at the top to detail further.

e.g. Sample that has had an email sent will be **dark blue** & a sample that has a photograph attached will be underlined etc.

**Date:** Displays date the sample was taken.

**Meter:** Displays equipment’s service meter units (hrs/kms)

**Lab No:** Displays the laboratory control number (LCN).

**Date Diff:** Displays the number of days between samples.

**Meter Diff:** Displays service meter units (hrs/kms) between samples.

**Comp:** Displays component life details. Refer to Component Installation for set up.

**Job No:** displays the job number entered onto the sample registration card.

# SAMPLE OPTIONS

Code Key																	
X = Solved   X = Action Taken   X = Email Sent   X = Confirmed   X = Sample Image   Confirm All   Export to Excel																	
Search Results (500)   Page 1 2 3 4 5 6 7 8 9 10   Label   Date   Meter   Lab No   Date Diff   Meter Diff   Comp.   Job No																	
Serial No	Unit No	Model	Reg No	Customer	Job Site	Sampled Site	Compartment	Compartment SN	S1	S2	S3	S4	Hours at Install	Expected Life	Life Lived	Remaining Life	Remaining Warranty
ATY01073	RD540	793C	CRS3101	HD BRISBANE FLEET HIRE SERVICES	National Plant & Equipment - Caval Ridge	CAVAL RIDGE	ENGINE PRIMARY - DIESEL		C	C	C	B	0	1000	29209	-28209	No Warranty
ATY01073	RD540	793C	CRS3101	HD BRISBANE FLEET HIRE SERVICES	National Plant & Equipment - Caval Ridge	CAVAL RIDGE	FINAL DRIVE LEFT		B	B			0	1000	29209	-28209	No Warranty
ATY01073	RD540	793C	CRS3101	HD BRISBANE FLEET HIRE SERVICES	National Plant & Equipment - Caval Ridge	CAVAL RIDGE	FINAL DRIVE RIGHT		B	B			0	1000	29209	-28209	No Warranty
ATY01073	RD540	793C	CRS3101	HD BRISBANE FLEET HIRE SERVICES	National Plant & Equipment - Caval Ridge	CAVAL RIDGE	FINAL DRIVE LEFT		B	B			0	1000	29209	-28209	No Warranty
ATY01073	RD540	793C	CRS3101	HD BRISBANE FLEET HIRE SERVICES	National Plant & Equipment - Caval Ridge	CAVAL RIDGE	FINAL DRIVE RIGHT		A	B			0	1000	29209	-28209	No Warranty
ATY01073	RD540	793C	CRS3101	HD BRISBANE FLEET HIRE SERVICES	National Plant & Equipment - Caval Ridge	CAVAL RIDGE	TRANSMISSION		C	B			0	1000	29209	-28209	No Warranty
ATY01073	RD540	793C	CRS3101	HD BRISBANE FLEET HIRE SERVICES	National Plant & Equipment - Caval Ridge	CAVAL RIDGE	WHEEL HUB LEFT		B	B			0	1000	29209	-28209	No Warranty

Left Clicking the sample evaluation allows the user to select a variety of options

**Details:** Displays S.O.S report in oil commander

**Full History:** Displays analyte history for compartment

**Action Taken:** Comments can be entered and viewed by user and laboratory staff

**Message:** Message can be sent to recipient regarding sample

**Graph:** Raw data can be compiled and viewed as a graph

**Sample Images:** Photographs may be loaded into Oil Commander for a compartment

**Print Sample Cards:** to generate sample registration cards

**Model Comparison:** Compare results for similar models of equipment in a graph. *Note:* Maximum of two machines can be compared at the same time.

**Edit Details:** Allows user to edit the sample details including jobsites, hour/meter readings and other data

**Print PDF:** Formats S.O.S report to print

**Component Repairs/Notes/Docs:** Allows the entering of maintenance events for components or equipment.

- Details
- Full History
- Action Taken
- Message
- Graph
- Oil Top Up
- Oil Images
- Print Sample Labels
- Model Comparison
- Edit Details
- Filter
- Print PDF
- Component Repairs/Notes/Docs
- Component Change Out

# DETAILS

Sample Details
Select Sample Number **1**

Sample Number **2**
Full History
Graph Report
Messages
Action Taken

Serial No	<input type="text"/>	Eval Code	A	Meter Reading	<input type="text"/>
Unit No	<input type="text"/>	Lab Number	16593717	Equip LTD	<input type="text"/>
Customer	<input type="text"/>	Sample Date	10/10/2021 12:00:00 AM	CMU Hrs	<input type="text"/>
Make	<input type="text"/>	Date Received	14/10/2021 9:52:54 PM	Fluid Hrs	<input type="text"/>
Model	<input type="text"/>	Interp Date	18/10/2021 6:56:53 AM	Oil Type	<input type="text"/>
Compartment	ENGINE PRIMARY - DIESEL : 1	Job No	<input type="text"/>	Oil Grade	<input type="text"/>
Compart SN	<input type="text"/>	Job Site	<input type="text"/>	Fluid Chg	Yes <input type="checkbox"/> Filter Chg <input type="checkbox"/>
Comp Make	<input type="text"/>	Sampled Site	<input type="text"/>	Fluid Added	<input type="text"/>
Comp Model	<input type="text"/>	Label	<input type="text"/>	Coolant	<input type="text"/>
Sample has attachment	<input type="text"/>	Problem Solved	<input type="text"/>	Action Taken	<input type="text"/>
Email Sent	<input type="text"/>	Reply Email(s)	<input type="text"/>	Sample Confirmed	<input type="text"/>

Exclude from Statistical Calculations & Graph

Interpretation Comments
Resample: No

Viscosity acceptable for oil grade indicated. Wear levels in the 5 micron range appear acceptable. All other test results appear acceptable.  
**Suggested action:** Continue sampling at the recommended interval.

**Customer Comments / Component Notes**

Normal - Interval: 500

Component Action Type	Date	Comment
Rebuild	08 Sep 2014	

**Component Repairs/Notes**

Component Action Type	Date	Comment

Element History
Show Baselines

Elemental Analysis														FTIR Analysis				Fluid Characteristics			Physical Testing															
Co	Cu	Fe	Cr	Pb	Al	Si	Sn	Ni	Na	K	Mo	Ca	Mg	P	Zn	Ti	Sb	V	B	Ag	Mn	Cd	Ba	UST	UOXI	USUL	UNIT	UZDDP	V40	V100	VI	LI	F	WAT	PQ	DEP
95	3	3	<1	<1	<1	2	<1	<1	3	<1	<1	1280	1115	1004	1146	<1	<1	<1	2	<1	<1	<1	<1	2	9	16	6	18	108	14.3	136	<1	<2.0	<0.1	3	N--B

- Oil Commander will generate the report into a .pdf document.

- To confirm you have seen the report; the Action Details page will record the details of who confirmed the report and date confirmed.

- To email the report to a non-standard user.

The row of highlighted raw data is relevant to the report you are looking at. This can be changed by selecting the sample number (1 to 10) at the top of screen. The maximum amount of results displayed on this page is limited to the 10 latest samples. The results on this page will be limited to the date range selected in the search criteria on the Fluid Analysis page.

By hovering your cursor over a particular analyte in the lower section, a “Pop Up” box will appear showing the element’s name.

There is also a Graphing function enabling you to plot report analytes on a series of graphs.

Select ‘**Graph Report**’ to view this function.

# SAMPLE INFORMATION EDIT

**Sample Details**

Sample# 16593932 Barcode# 4158719 Label Created By

**Equipment**  
Serial#  
Unit#  
Make CAT  
Family OHT  
Model 789C

**Component**  
Desc WHEEL HUB LEFT  
Serial#  
Make CATERPILLAR  
Model 789C  
Component Hours 20489

**Sample Data**  
Sample Date 11/10/2021  
Jobsite  
Sampled Site  
Meter Reading 20489  
Fluid Hours 498  
Oil Changed   
Filter Changed  Filter  
Oil Type  
Oil Grade  
Coolant  
Fluid Added  
Comments

Please Note: Changing the sample details can change the evaluation of the sample. If you need a further opinion, it is suggested to have the sample re-interpreted.

Request a re-interpretation

Update

This page is accessed by selecting the “Edit Details’ as per page 6 of this book.

Sample Information Edit page allows the end user to update information relating to a particular sample.

Enter the required information and “check” the box “Request a re-interpretation”.

The laboratory will receive a notification that new/ updated information has been entered and re-evaluate the sample.



# MAGNETIC PLUG, SCREENS AND FILTER CUT DATA INPUT

Magnetic Plug, Screens and Filter Cut Data Input

Customer [dropdown] Serial No [dropdown]  
Job Site [dropdown] Unit No [dropdown]  
[Search] [Reset]

Select Compartment STEERING SYSTE [dropdown] Stage Images [button]

Date Taken [calendar] SMU at time [input]

1. Select Type  Mag. Plug  Screen / Filter Cut

2. Select Stage  OK  Stage 1  Stage 2  Stage 3  Stage 4  Stage 5

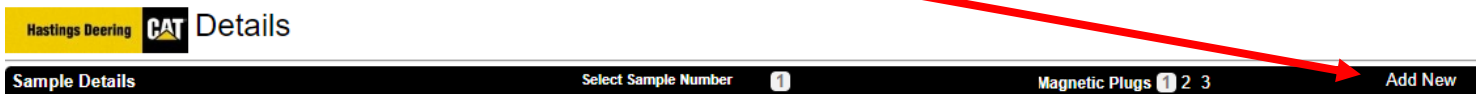
3. Add Comment [text area] Legend  
A [green box]  
B [yellow box]  
C [orange box]  
X [red box]

4. Add Images [Choose file] No file chosen

5. Filter Change [No] [dropdown]  
6. Fluid Change [No] [dropdown]

[Save]

This page is accessed by “clicking” on the on “Add New” in the Details page.



This screen allows the end user to upload a picture of debris from filter, magnetic plug or screen taken on site.

Upload the file and enter the relevant details including comments and click “Save”.

The report will be saved against the equipment and can be viewed from the Fluid Analysis (Home) page.

# FULL HISTORY

Equipment Details  Actual  PPM/Phr  Adjust For Fluid Added

Model  Unit No  Compartment SN   
Serial No  Compartment  Sample Point   
Start Date 18 Oct 2020  End Date 18 Oct 2021    
 Show Equipment Details  Show All Component Events  Show Baselines  Highlight Fluid Changes  Component Information  Disable Hover

Full history allows the viewing of the raw data.

Search results are limited to date range selected; default date range is one year.

**Actual:** Displays the elemental data from the I.C.P as ppm.

**PPM/Hr:** Normalises the elemental data from the I.C.P and displays as a wear rate based on the service life of the fluid.

**Adjust For Fluid Added:** Normalises the data based on fluid “Top Up” volumes.

**Show Equipment Details:** Displays the sample history of selected machine with current component.

**Show all Component Events:** Shows all events relating to that component (Changeouts, Fluid topups etc)

**Show Removed:** Shows all samples relating to the machine regardless of component changeout events

**All Compartments:** Shows the data for all compartments. Clicking on the compartment name arranges compartments in order.

**Export to Excel:** Allows the data to be exported to a spread sheet.

By hovering your cursor over a particular analyte in the lower section, a “Pop Up” box will appear showing the sample’s interpretation and evaluation.

# ACTION TAKEN

### Equipment Details

Serial No	<input type="text"/>	Eval Code	<input type="text" value="B"/>	<b>Confirm you have seen this sample</b>
Unit No	<input type="text"/>	Sample Date	<input type="text"/>	<input type="checkbox"/> Confirm
Compartment Id	<input type="text" value="101"/>	Meter Reading	<input type="text"/>	<b>Problem Solved</b>
Compartment	<input type="text" value="ENGINE PRIMARY - DIESEL"/>	Lab Number	<input type="text"/>	<input type="checkbox"/> Solved

**Emails**  
[0 Messages Sent](#)  
Click email messages above to see the message(s)

### Record Action Taken

User	<input type="text" value="Maintenance"/>	<input type="text"/>	<input type="text"/>
Comment	<input type="text"/>		
Action Details	<input type="text"/>		
Action Cost	<input type="text"/>	Work Order No	<input type="text"/>
		Warranty Claim	<input type="checkbox"/>
		Warranty Claim No	<input type="text"/>

### Record Sample Attachment

Sample Attachment	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload Attachment"/>
Comments	<input type="text"/>	

### Action Taken History

Show Confirmed

Maintenance events may be recorded against samples for each component.

Information recorded here flows through to the interpretation page where it is visible to the interpreter.

User can select from the drop down boxes to select the type of maintenance event.

Attachments may also be added e.g. Pdfs or spreadsheets.

**Show All for compartment**—Displays all entries.

**Expand History**— Expands results

**Export to Excel**—Allows information to be exported via an excel document

# MESSAGES

Equipment Details			
Serial No	<input type="text"/>	Unit No	<input type="text"/>
Compartment Id	425	Compartment	FINAL DRIVE LEFT - 425
Lab Number	<input type="text"/>	Eval Code	<input type="text"/>
		Meter Reading	17997
		Sample Date	14 Jul 2017

**Lab Message**  
Viscosity acceptable for oil grade indicated. Infrared analysis appears acceptable. Wear levels below the 5 micron range appear acceptable. A low amount of non-metallic foreign material was observed. All other test results appear acceptable. **Suggested Action:** Deposits may be due to sampling technique. Continue sampling at regular intervals.

**New Message**

Sender:

Message:

Message Type:  Urgent  Warning  Information

Send

**Recipients**

Available:

Selected:

>> <<

Add Recipient Delete Recipients

**Message History** Show All  
0 Record(s) Found


Oil Commander allows the end user to email a particular sample report to a specific contact. The system will generate the email with the report showing sender information and comments may be included with the email. The recipient does not need Oil Commander to receive the report.

*Note: There is no log recorded of these emails being sent.*

Select from available contacts to send emailed report and message to.

# SAMPLE IMAGES

Equipment Details	
Serial No	<input type="text"/>
Unit No	<input type="text"/>
Compartment	WHEEL HUB RIGHT
Sample Date	23 Jun 2017
Lab Number	<input type="text"/>
Eval Code	B
Create Date	<input type="text"/>
Created By	<input type="text"/>
Image Comment	<input type="text"/>
	<input type="checkbox"/> Filtergram
	<input type="checkbox"/> Magnetic Plug
	<input type="checkbox"/> Screen / Filter Cut




Edit Comment Delete Image

Add Image Show History

Edit/Add Magnetic Plug

**Images**

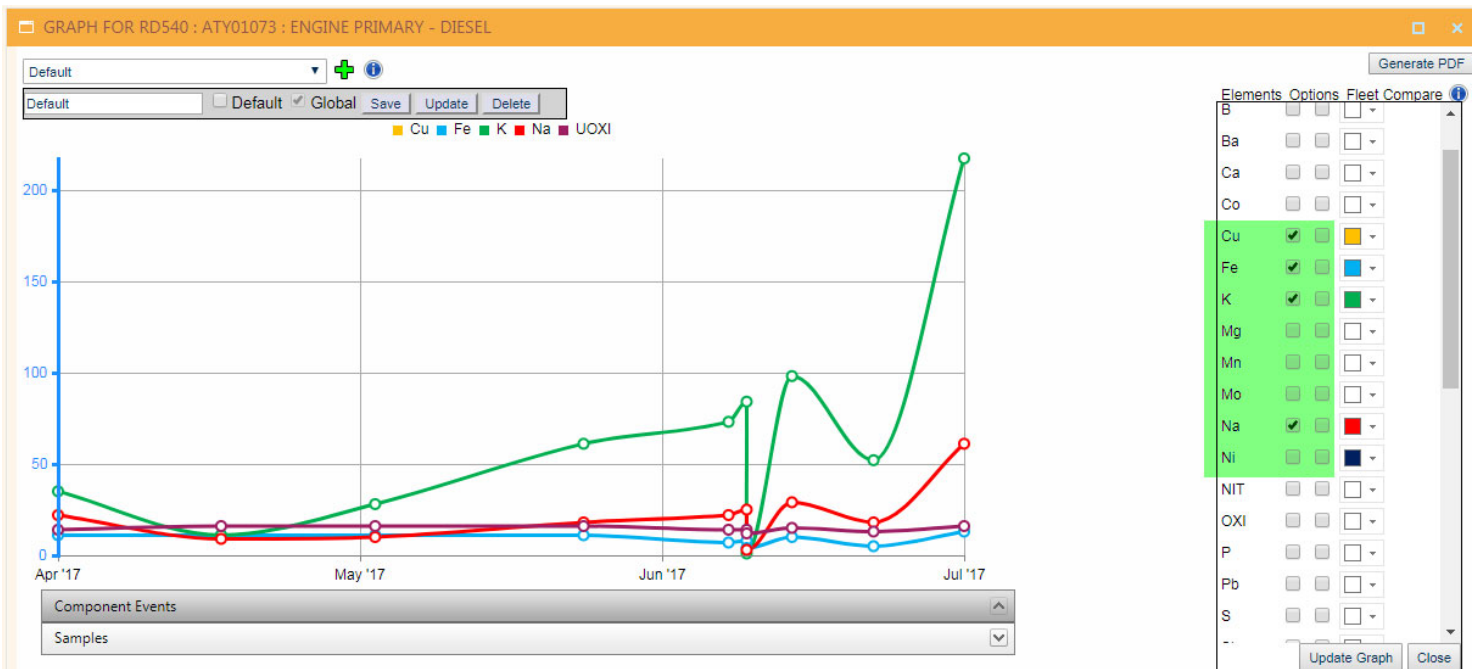


Photographs may be stored for a particular compartment for future reference. This function is particularly handy for the recording of magnetic plug conditions or debris in a filter medium.

“Clicking” on Add Image will open computer’s browser to select the desired image. Comments may be added and then save.

Image may be enlarged by clicking on the saved photograph.

# GRAPHING



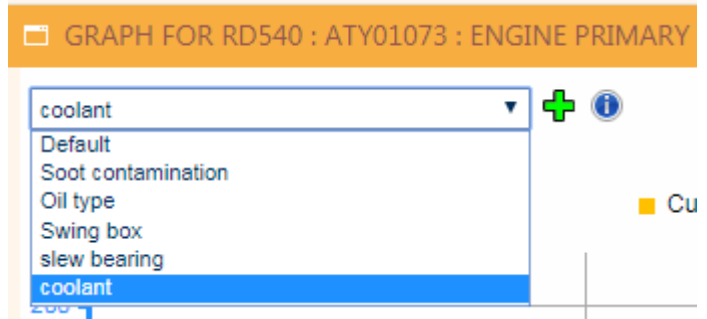
Up to twelve analytes may be selected and displayed graphically.

User may select up to the 10 most recent samples to graph

Templates may be created & saved by entering a name and clicking the 'Save' Button after selecting analytes.

Hovering over the plot points shows the sample details.

! There is also a graphing function available within the details screen, accessible from the home LIMS menu.



**Graph Type**  
 Absolute Values  Cumulative

**Calculation**  
 Actual  
 Normalized   
 Oil Dilution Factor

**Range and Scaling**  
 Graph by Date  Graph by SMU  Oil Top Up  
 Eq SMU Start  End   
 Start of Component Life  
 Date Range  
 Start Date   
 End Date   
 Samples last   
 Y-Axis Min  Y-Axis Max

**Display Options**  
 Date  
 SMU  
 LTD  
 CMU  
 CMU LTD

Options opens up a menu selection allowing the user to edit the Graphing parameters

# MODEL COMPARISON

**Model Selection Details**

Customer: HD BRISBANE FLEET HIRE SERVICES : 1205921      Model: 825H

Equipment Available		Equipment Selected ( 825H )
AZW00367 : CRS3406	<input style="width: 40px; height: 20px;" type="button" value=" &gt;&gt; "/> <input style="width: 40px; height: 20px;" type="button" value=" &lt;&lt; "/>	AZW00381 : CP405 / CRS3449
AZW00382 : CRS3467		AZW00374 : CO0037
AZW00418 : CRS3987		AZW00386 : CRS3769

Compartment: DIFFERENTIAL FRONT :      Include Samples Since Date:

Show Last: 10 Samples      2D Bar - V

---

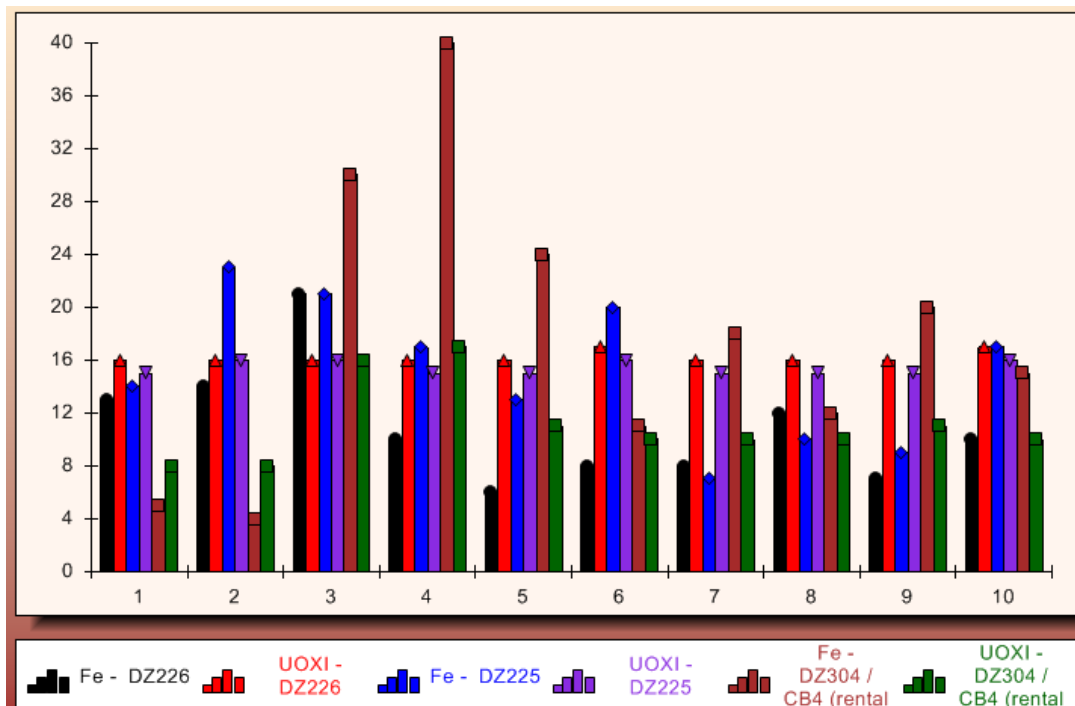
**Select Elements (Max of 2)**

<input type="checkbox"/> PC10	<input type="checkbox"/> PC14	<input type="checkbox"/> PC4	<input type="checkbox"/> PC50	<input type="checkbox"/> PC6	<input type="checkbox"/> Al	<input type="checkbox"/> Sb	<input type="checkbox"/> Ba	<input type="checkbox"/> B
<input type="checkbox"/> Cd	<input type="checkbox"/> Ca	<input type="checkbox"/> Cr	<input type="checkbox"/> Cu	<input type="checkbox"/> Fe	<input type="checkbox"/> Pb	<input type="checkbox"/> Mg	<input type="checkbox"/> Mn	<input type="checkbox"/> Mo
<input type="checkbox"/> Ni	<input type="checkbox"/> UOXI	<input type="checkbox"/> P	<input type="checkbox"/> K	<input type="checkbox"/> PQ	<input type="checkbox"/> Si	<input type="checkbox"/> Ag	<input type="checkbox"/> Na	<input type="checkbox"/> Sn
<input type="checkbox"/> Ti	<input type="checkbox"/> V	<input type="checkbox"/> V40	<input type="checkbox"/> WAT	<input type="checkbox"/> Zn				

Model Comparison allows the comparison of up to two analytes when customer has more than one of the same type of machine.

1. Select desired equipment from available list & then select compartment for comparison.
2. Click on 'Get Elements'
3. Select up to two analytes.
4. Build the graph.

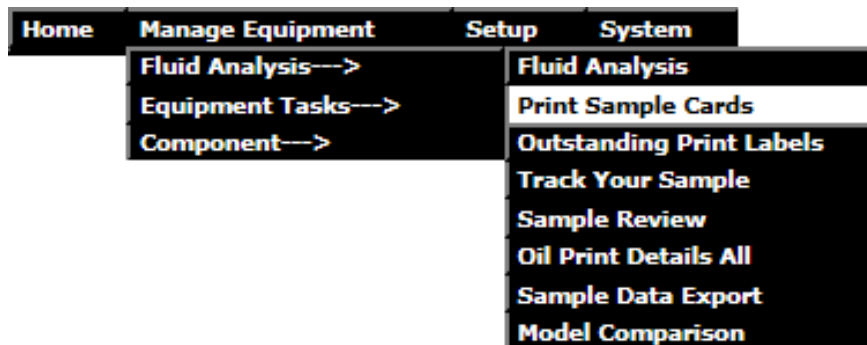
Note: Maximum of five machines can be compared at the same time.



# MAIN MENU FUNCTIONS



## FLUID ANALYSIS



**Fluid Analysis:** To access the Home page for sample searching.

**Print Sample Cards:** Access to the sample labeling process.

**Outstanding Print labels:** To view a list or reprint sample registration cards

**Track Your Sample:** Monitor a samples progress through the laboratory.

**Sample Review:** To view sample summary of evaluations.

**Oil Print Details All:** To print bulk sample reports

**Sample Data Export:** For extracting raw data from Oil Commander

**Model Comparison:** To compare equipment of same make and model

## How to print a sample card & adjusting browser settings

**Please ensure your browser settings are correct & Pop-ups are enabled in your browser for Oil Commander.**

Printed sample cards in Oil Commander open in a new browser tab/window.

This requires pop-ups to be enabled in order for them to display, by default most modern browsers have pop-up blockers installed & enabled.

What may also happen is that software updates are often pushed out which can also reset settings back to default.

The recommended browser is **Google Chrome** where possible.

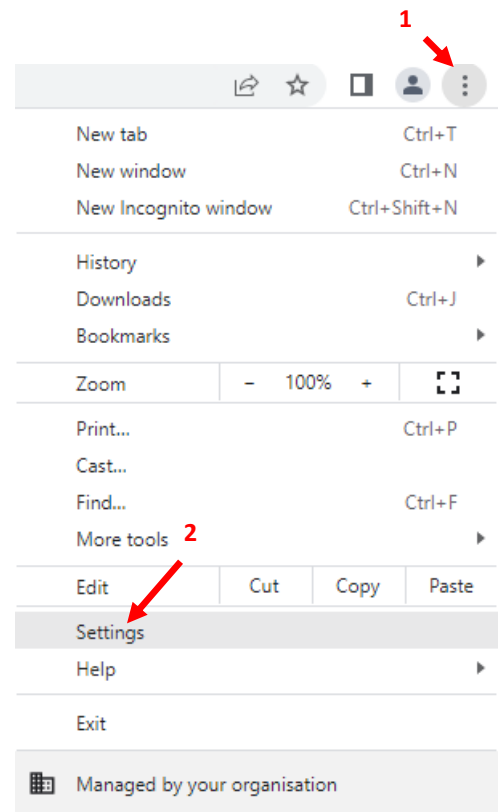
Both browser settings are covered here.



### Google Chrome Settings

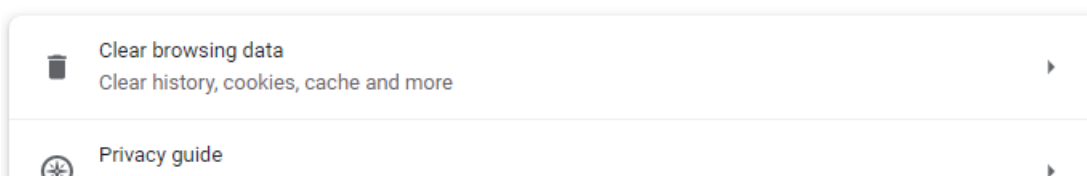
1. The two most common issues associated with printing cards are pop-ups and the need to clear the cache (where temporary files such as cookies, sample cards etc. are stored)
2. To fix these issues, access the menu which can be found on the top RH side of the browser. The menu is shown by the 3 dots indicated here.
3. Once in the menu, navigate to **settings** or **more tools** at the bottom of the menu.
4. Selecting **More Tools** will allow you a shortcut to clear your cache, We advise this be your first step. To do this simply select **Delete Browsing History**.

NOTE: Please Ensure when deleting history you are selecting **All Time**. As it defaults to the last hour.



- You and Google
- Auto-fill
- Privacy and security**
- Appearance

#### Privacy and security



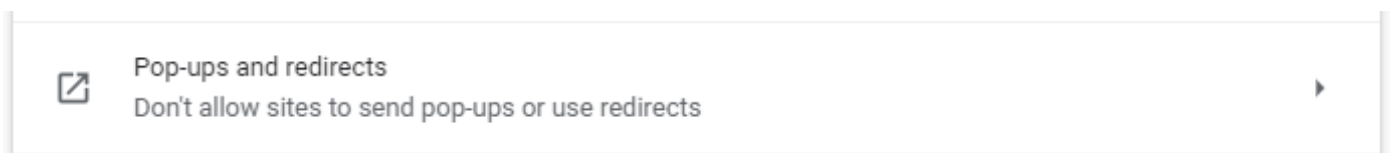


5. In settings scroll down to find **Advanced**, the two menu items we may need are;
  - **Content Settings**, which covers pop up selections
  - **Clear Browsing Data**, where we clear our cache, this can also be done by selecting **More Tools** in the menu as mentioned earlier.
6. The snapshots below show what you may see if your pop ups are not enabled. You can allow them from here by selecting **Allow or Manage**.



7. The second way to go about this is to navigate to Privacy and Security then select Site Settings.

- Once in **Site Settings**, Scroll until you see **Pop-ups and Redirects**



- Here you will have the option to either **allow all** or **allow selectively**. If you wish to allow selectively by only allowing Oil Commander Pop-ups. You will need to select **Allow > Add** and enter the following web address.

<https://sos.hastingsdeering.com.au/>



8. You should now be able to print your sample cards. If the cards you have already tried to print have not appeared, they will be in the queue and you will need to start again. Please contact the lab to have any duplicate cards deleted from the system. You may also check the '**Outstanding Printed Labels**' menu as they may also be visible here.

# PRINT SAMPLE LABELS

Printed sample cards in Oil Commander open in a new browser tab/window.

This requires pop-ups to be enabled in order for them to display, by default most modern browsers have pop-up blockers installed & enabled.

If you are experiencing issues with printing cards please ensure your pop-ups are enabled and your cache has been cleared. Relevant information on this can be found in the FAQ section on the Oil Commander home page.

**Selection Criteria** Print Blank Labels

Customer: HD BRISBANE FLEET HIRE SERVICES : 1205921  
Region: Brisbane  
Jobsite: Archive  
Serial No: B9D03977  
Unit No: CRS2912  
Registration No:   
 Fixed Plant Route Select Route

**General Sample Information**

Meter Reading: 0 LTD SMU: 6419  
Job No: Order No:   
Sample Date: 04 Aug 2017 Clear  
Service Interval:   
Contact: SCOTT MOORE TRAINING  
Sampled Site:   
Person Taking Sample:   
Ttl Fuel Burn:   
Customer Ph/E-mail: User Ph/E-mail:   
Equip. Notes (0) >>

**Compartments Sampled (Oil Change Interval/Oil Sample Interval)**

CIRCLE DRIVE BOX (0/250)  
 TANDEM LEFT (250/250)  
 TANDEM RIGHT (250/250)  
 WHEEL HUB LEFT (250/250)  
 WHEEL HUB RIGHT (250/250)  
 Other +

Find machine under

Customer > Jobsite > Serial / Unit no

Enter meter reading & information as required.

Select available compartments that will need cards for sampling.


If a new piece of equipment is to be entered, click on 'Equipment not in list'. Then enter the appropriate information from the drop down menus.

Print Blank Sample Labels opens the print preview screen to print 3 blank sample cards.

To add a compartment to the piece of equipment

Click on 'Other'

Select appropriate compartment from menu.

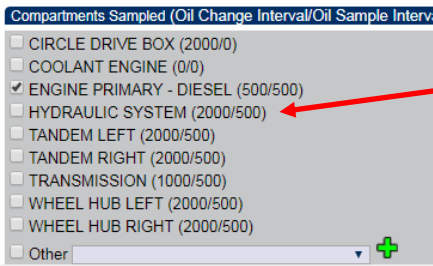
Click on the 

Note: Please ensure the compartment is correct for the machine. If unsure contact the lab.

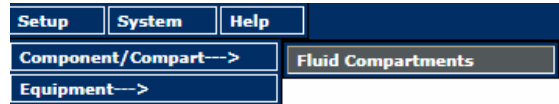
**For ease of setting up new equipment, please contact the laboratory (07) 3365 9391 or email fleet list though and we can set up.**

# PRINT SAMPLE LABELS (Cont'd)

Multiple compartments at once may be selected from the menu left allowing multiple labels to be entered.



Numbers after the compartment relate to the service & sample intervals. These can be adjusted in the Fluid Compartments menu under Setup.



Once a compartment has been selected the **Oil type/Grade** and other details including **Fluid Hours** may be entered. Repairs/Cust Note may include any recent repairs or inspections.

**NOTE:** Fluid hours will populate once meter reading has been entered and calculates from last oil change/sample. If the value shown is not correct this may be adjusted here.

Tickling Fluid changed Y/N will affect how the system calculates the fluid hours for the next sample.

After entering the necessary information click **Save all to Queue**, this will save the labels into the system. The user may then select **Print Labels** which will open up a new window where the labels may be printed from. **NOTE:** Pop-ups must be enabled



**View Samples in Transit**, This menu will take the user through to the **Outstanding Print Labels** screen. Allowing the user to check what labels have been printed and further edit details once they have been saved. **NOTE**—If data has been incorrectly entered, you will need to contact the lab to have the labels deleted.

# PRINT SAMPLE LABELS (Cont'd)

Update Component Details: To update the components installation/ repair details.



**Edit Component Details**

Comp. Details :ENGINE PRIMARY - DIESEL : 101  
 Comp. Make :null Serial # :test :  
 Comp. Model :null Change Int. :250  
 Sample Int. :250 Sump Cap. :6

**Amend Initial Component Installation Details**

Date at Install   
 Comp Hrs at Install   
 Eq SMU at install   
 Eq LTD at Install   
 Component S/N   
 Expected Life

**Component Repair**

## Amend initial Component Installation details

**Date at install:** Event date.

**Eq SMU at Install:** Service meter reading (hr or km) at install.

**Eq LTD:** Equipment total life at install; may be auto calculated or manually entered.

**Expected life:** Expected Lifespan of new component

**Note:** A sample does not need to be submitted for this change to take affect.

**Edit Component Details**

Comp. Details :ENGINE PRIMARY - DIESEL : 101  
 Comp. Make :null Serial # :test :  
 Comp. Model :null Change Int. :250  
 Sample Int. :250 Sump Cap. :6

**Amend Initial Component Installation Details**

**Component Repair**

Component

Date at Install   
 Eq SMU at install   
 Eq LTD   
 Type  Notes  Repair  
 Cost

Comments

## Component repair

**Date at install:** Event date.

**Equipment SMU at Install:** Service meter reading (hr or km) at install.

**Eq LTD:** Equipment total life at install; may be auto calculated or manually entered.

**Cost:** May be entered if Repair is selected.

**Comments:** Repair or installation comments.

# OUTSTANDING PRINT LABELS

Hastings Deering **CAT** Outstanding Print Labels Welcom

---

**Selection Criteria**

Customer: HD BRISBANE FLEET HIRE SERVICES : 1205921    Sample Start Date: 28 Jul 2017

Jobsite:    Sample End Date: 04 Aug 2017

Equip. No.:    Barcode:

Compartment:

141 record(s) found

**Search Results**                       

Barcode	Customer	Equipment	Compartment	Sample Date	Job Site	Sampled Site	Oil Type	Oil Grade	Coolant	Meter	Oil Hrs	Oil Added	Oil Changed	Filter Changed	Job No
BCHD02784933	HD BRISBANE FLEET HIRE SERVICES : 1205921	J6B05099 : CRS4129	ENGINE PRIMARY - DIESEL :	01-Aug-2017	HD Rental Fleet	T.S.R.C.	CAT DEO-CI-4	15W40					N	N	117064499

Sample registration cards created in Oil Commander are stored in the Outstanding Print Labels page. Sample registration cards may be reprinted from this screen and may be edited if required.

Once the sample cards are received and registered, they will then appear in the Track Your Sample screen.

# TRACK YOUR SAMPLE

Hastings Deering **CAT** Track Your Sample

---

**Select Equipment**

Customer: HD BRISBANE FLEET HIRE SERVICES : 1205921    Serial No: .

Jobsite: HD Rental Fleet    Unit No: CRS4129

Start Date: 28 Jul 2017     Laboratory: Hastings Deering

End Date: 04 Aug 2017     Batch/Lab No.: Type full or part of the Barcode/Lab Number

Status: Registered

**Code Key**

= Pending     = Work in progress     Completed

6 Record(s) Found    Page 1   

Serial No	Unit No	Model	Customer	Jobsite	Compartment	Lab Number	Eval	Sample Taken	Received	Days Diff	Registered	Hours Diff	Processing
CRS4129	D8T		HD BRISBANE FLEET HIRE SERVICES	HD Rental Fleet	COOLANT ENGINE	11479603	A	1/08/2017 00:00	2/08/2017 12:03	1	2/08/2017 12:53	0	Completed
CRS4129	D8T		HD BRISBANE FLEET HIRE SERVICES	HD Rental Fleet	ENGINE PRIMARY - DIESEL	11478221	X	1/08/2017 00:00	2/08/2017 09:21	1	2/08/2017 11:56	2	Yes
CRS4129	D8T		HD BRISBANE FLEET HIRE SERVICES	HD Rental Fleet	FINAL DRIVE LEFT	11478425	B	1/08/2017 00:00	2/08/2017 09:29	1	2/08/2017 11:49	2	Yes
CRS4129	D8T		HD BRISBANE FLEET HIRE SERVICES	HD Rental Fleet	FINAL DRIVE RIGHT	11478426	B	1/08/2017 00:00	2/08/2017 09:29	1	2/08/2017 11:49	2	Yes
CRS4129	D8T		HD BRISBANE FLEET HIRE SERVICES	HD Rental Fleet	HYDRAULIC SYSTEM	11480404	X	1/08/2017 00:00	2/08/2017 13:03	1	2/08/2017 14:15	1	Yes
CRS4129	D8T		HD BRISBANE FLEET HIRE SERVICES	HD Rental Fleet	TRANSMISSION	11480409	B	1/08/2017 00:00	2/08/2017 13:03	1	2/08/2017 14:16	1	Yes

Once the sample are received by the lab, they will then appear in the Track Your Sample screen.

Select required information from the 'Drop Down Boxes' and the 'click' Search.

The default date range is one week for searching.

# SAMPLE REVIEW

By selecting customer, jobsite and date range, 'Sample Review' will display sample quantities by evaluation and total.

'Barcoded' displays % samples that have been registered from sample cards created in Oil Commander.

Note: sample cards created but not submitted to laboratory will be included in the Barcoded results.

**Selection**

Customer

Jobsite

Start Date

End Date

Serial No

Unit No

Status

Category

Codes	Samples	Barcoded	Confirmed	Actioned
A	161	160	0	0
B	244	240	0	0
C	61	58	0	0
X	4	4	0	0

Barcoded	Confirmed	Actioned	Average Delivery Time	Average Process Time
98.3%	0%	0%	4.25	2.28

### Samples By Evaluation

Eval Code	Samples
A	161
B	244
C	61
X	4

Days

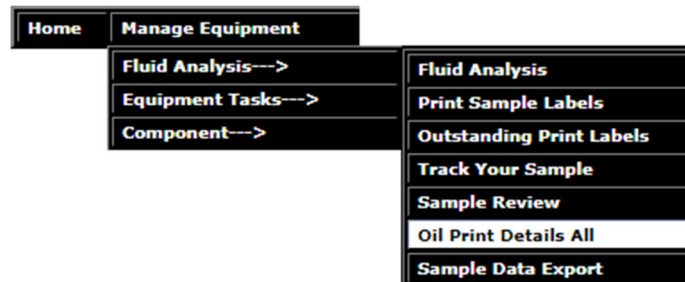
Legend: Delivery Time (Blue), Process Time (Red), Turnaround Time (Green)

**Result 470 Sample(s) found**
**Sample(s) Per Page**

Samples by Evaluation

Eval A= 161
Eval B= 244
Eval C= 61
Eval X= 4
Barcoded= 98.3%

# OIL PRINT DETAILS ALL



The image shows a search form titled 'Enter Batch/Lab Number' on a yellow background. The form includes the following fields and controls:

- Customer:** A dropdown menu.
- Jobsite:** A dropdown menu.
- Equip. No.:** A text input field.
- Lab No.:** A dropdown menu labeled 'Begins With' followed by a text input field.
- Start Date:** A date input field showing '18 Oct 2021' with a calendar icon and a 'Clear' button.
- End Date:** A date input field showing '25 Oct 2021' with a calendar icon and a 'Clear' button.
- Summary Only:** A checkbox.
- Equipment Report:** A checkbox.
- Sort Order:** A dropdown menu with two icons: a blue arrow pointing up and a green arrow pointing down.
- Buttons:** 'Search' and 'Reset' buttons at the bottom.

The OIL PRINT DETAILS ALL page allows the creation of one pdf document containing the reports for selected machine or criteria.

Ensure the start and end date range is selected to represent the reports required.

When reports are required for one machine only, the serial or unit number may be entered in the Equip. No. box.

## OIL PRINT DETAILS ALL (cont.)

Lab Number							Send Email
Lab Number	Customer Name	Jobsite	Model	Serial Number	Unit Number	Compartment	Eval Code <input checked="" type="checkbox"/>

Once search results are displayed, “check” the required reports

“Click” on

**Request PDF Report** X

E-mail

**Email(s) Added**

**Email Address Added**

Enter the recipient’s email address and then “click” Add.

Once all required emails are entered, “click” on

The report may take up to two minutes to be generated and emailed depending on search criteria.



# SAMPLE DATA EXPORT

**Selection Criteria**

Customer	HD BRISBANE FLEET HIRE SERVICES : 1205921	Make	
Jobsite		Model	
Lab Number		Lab Results	
Date Type	Sample Date	Status	Released
Family		Serial No	
Region		Unit No	
Market Status		Compartment	
Start Date	07 Feb 2017	Compartment Type	BRAKE FLUID Compressor Coolant Diesel
End Date	07 Aug 2017	Format Type	

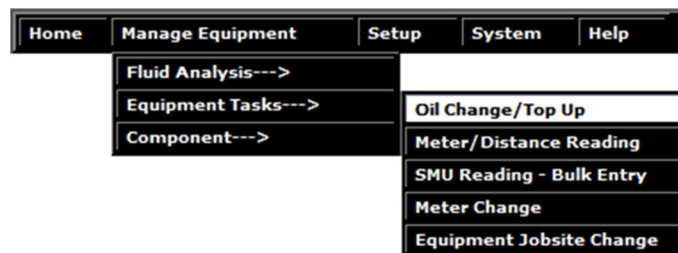
A  B  C  X

Select Samples Download Record Reset

Sample Data Export allows user to export the raw data from Oil Commander in various formats. Information extracted may be used for compiling reports, loading into Trends software etc.

1. Select required information from dropdown boxes
2. Choose desired date range.
3. Select Format type from dropdown box. ( .csv )
4. Select Download record and save to desired location when File Download Box appears.

## EQUIPMENT TASKS



**Oil Change/Top Up:** For entering compartment oil changes and oil additions where a sample is not being submitted.

**Meter/Distance Reading:** This screen allows you to enter and view the details of a particular piece of equipment, with regard to meter or distance readings.

**SMU Reading - Bulk Entry:** The Bulk Entry – SMU reading screen is designed to allow the bulk entry of meter readings for equipment, relating to a particular customer.

**Meter Change:** The Meter Change screen allows for meter changes made to equipment to be recorded. When an entry is made, the history of meter changes for that equipment also displays.

**Equipment Jobsite Change:** For transferring equipment between jobsites in the database.

# OIL CHANGE / TOP UP

Equipment Selection		<a href="#">View Jobsite Consumption History</a>	
Customer	HD BRISBANE FLEET HIRE SERVICES : 1205921	Serial No	8FB00098
Jobsite	HD Rental Fleet	Unit No	6-052
<input type="button" value="Reset"/>			

- Components		
Comp ID	Component Description	<input checked="" type="checkbox"/>
437	DIFFERENTIAL FRONT	<input checked="" type="checkbox"/>
421	FINAL DRIVE FRONT LEFT	<input checked="" type="checkbox"/>
470	FINAL DRIVE FRONT RIGHT	<input checked="" type="checkbox"/>
505	HYDRAULIC SYSTEM	<input checked="" type="checkbox"/>
313	TRANSMISSION	<input checked="" type="checkbox"/>

<b>Oil Change/Top Up Entry</b>	Date of Change/Top up*	01 Jul 2017	SMU	20500	<input type="button" value="Save/Update"/>
--------------------------------	------------------------	-------------	-----	-------	--------------------------------------------

<b>Oil Change/Top Up History</b>	Display Last:	None	Sort By:	Component
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Compartment	SMU	CMU	Fluid Hours	Fluid Changed	Oil Top Up Vol	UOM	Filter Changed	Glycol Vol	UOM	Nitrate Vol	UOM	Oil Type	Oil Grade	Manual	Save Notes
ENGINE PRIMARY - DIESEL	12225	34250	-3535	<input type="radio"/> Yes <input checked="" type="radio"/> No		l	<input type="radio"/> Yes <input checked="" type="radio"/> No	Filter		l		CAT DEO-CI-4	15W40	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="button" value="Save"/>

This page is used when an unscheduled oil change or top up takes place. The amount of oil added in this page appears on the next sample registration card.

This also shows in full history when 'Show all Component Events' is selected.

Select the Compartment/s you wish to do the top up on, Select **New Entry**.

Enter details as needed. Then click **Save/Update**

# METER / DISTANCE READING ENTRY

**Selection Criteria** Equipment Setup

Customer:  Serial No:

Jobsite:  Unit No:

**Meter Detail (Primary)**

Current SMU	<input type="text" value="2790.00"/>	Current Distance	<input type="text" value="0"/>	Last Reading Date	<input type="text" value="13 Apr 2016"/>
LTD SMU	<input type="text" value="2790.00"/>	Total Distance	<input type="text"/>		
New SMU	<input type="text"/>	New Distance	<input type="text"/>		

**Secondary Usage Measures**

Current Hours	<input type="text" value="0"/>	Current Distance	<input type="text" value="0"/>	Current KW Hours	<input type="text" value="0"/>	Current Fuel Burn	<input type="text" value="0"/>
Total Hours	<input type="text" value="0"/>	Total Distance	<input type="text" value="0"/>	Total KW Hours	<input type="text" value="0"/>	Total Fuel Burn	<input type="text" value="0"/>
New Hours	<input type="text"/>	New Distance	<input type="text"/>	New KW Hours	<input type="text"/>	New Fuel Burn	<input type="text"/>

Reading Date\*

Reading Time

**Reading List** Get more...

**Current SMU:** Current Service Meter Units displays the reading on the current hour meter.

**LTD SMU:** Life To Date Service Meter Units shows the total hours on the machine.

**New SMU:** For the user to update the current hours/kms.

**Reading Date:** Date the reading was taken.

## BULK ENTRY—SMU READING

**Selection Criteria**

Customer:  Branch:

Date Reading:   Job Site:

**Equipment**

Equipment	Last SMU	Last Distance	Last Date	New SMU	New Distance
00153 : 999304L	13541		06 Aug 2010	<input type="text"/>	<input type="text"/>
0254369 : T14E31588	3501		16 Feb 2010	<input type="text"/>	<input type="text"/>
0266194/01 : BIN-0266194/01	599	0	28 Feb 2012	<input type="text"/>	<input type="text"/>
080502 : AX4A00206	0	0	12 Mar 2015	<input type="text"/>	<input type="text"/>
090102 : LIGHTING TOWER	0			<input type="text"/>	<input type="text"/>
090102 : 32600927	0	0	10 Feb 2015	<input type="text"/>	<input type="text"/>
0B49448 : JOB 0B49448	0	0	03 Jun 2013	<input type="text"/>	<input type="text"/>

By selecting Customer, Branch, Job Site, Date Reading and then search, customers full equipment list will be displayed.

User can enter the current reading for entire fleet at for the particular site.

# METER CHANGE

Selection Criteria		Equipment Setup	
Customer	HD BRISBANE FLEET HIRE SERVICES : 1205921	Serial No	1HSJRSCR4EJ491603
Jobsite	HD Rental Fleet	Unit No	AB234
		Search	Reset
Current Meter Details			
Current SMU	59803	Current Distance	0
LTD SMU	66066	Total Distance	
		Last Reading Date	01 Apr 2016
Installed Meter Details (Primary)			
SMU on machine when change occurred	59803	Current Distance	0
Hours on New Meter being installed		New Distance	
- Secondary Usage Measures			
Current Hours	0	Current Distance	0
New Hours		New Distance	
Current KW Hours	0	Current Fuel Burn	0
New KW Hours		New Fuel Burn	
Reading Date*		Clear	
Reading Time	12	0	Add

Current SMU: User enters the final reading on the old meter.

New SMU: User enters the reading of the new meter here.

Reading Date: User enters the date the meter was changed.

Secondary Usage Measures: Unavailable at this stage.

# EQUIPMENT JOBSITE CHANGE

Selection Criteria							
Customer	HD BRISBANE FLEET HIRE SERVICES : 1205921						
Region	Brisbane						
Jobsite	HD Rental Fleet						
Serial No							
Make	CATERPILLAR : CAT						
Family							
Model							
Unit No							
Get Equipment							
Reset							
Equipment Re-allocation							
Move Selected Equipment to this job site							
Move							
Equipment							
<input type="checkbox"/>	Serial No	Unit No	Make	Model	Family	Last Changed By	Last Changed Date
<input type="checkbox"/>	1DF01165	156	CATERPILLAR	IT18B	WHEEL LOADER		13 Dec 2008
<input type="checkbox"/>	1GN00845	CRS335	CATERPILLAR	815F	LANDFILL COMPACTOR		13 Dec 2008
<input type="checkbox"/>	1HSJRSCR2AE370989	U7163	CATERPILLAR	CT630	ON HIGHWAY TRUCK	JASMIN DUNDAS	25 Jul 2017
<input type="checkbox"/>	1HSJRSCR2AE371124	CT630~	CATERPILLAR	CT630	ON HIGHWAY TRUCK	Annabelle Yong	01 Mar 2013
<input type="checkbox"/>	1HSJRSCR2EJ338900	AB225	CATERPILLAR	CT630	ON HIGHWAY TRUCK	MARISA MARINELLI	22 Dec 2015
<input type="checkbox"/>	1HSJRSCR2EJ491602	AB235	CATERPILLAR	CT630	ON HIGHWAY TRUCK	MARISA MARINELLI	22 Dec 2015

This page allows users to transfer equipment to another site.

- 1.Place a tick next to the required equipment.
- 2.Using the drop down box, select which jobsite equipment will be moved to.
- 3.Click "Move". **Note: If the system asks to move contacts with equipment select No or Cancel**

# COMPONENT CHANGE OUT

Navigate to the component change out screen and select the appropriate piece of equipment.

Select the **Component Rebuild/ Replace** from the drop down menu in '**Component Action Type**'

Enter the date component was replaced and hours on machine.

“Check” the RESET CMU box.

Enter new component serial number.

Then SAVE

Comments may be entered into the box below. Any previous change will also be indicated in the box on the right.

# COMPONENT INVENTORY

Any component removed in the Component Change Out screen will be stored in the Inventory. Information may be updated for the desired component e.g. Make, Model, Serial Number etc.

**Exchange Component Selection**

Customer:  System:

JobSite:  Component Type:

Make:  Component:

Model:  Module:

Component S/N:

New  Worn Runner  Second-hand Runner  Partial Rebuild  Rebuild  Exchange

Scrapped:  Catastrophic Failure  Core  Worn Out

**Component List**

ID:Descrip:Component S/N	Model	Date In Stock	Rebuild Status	Comp. Status	Images	Docs	Value
097 : COOLANT ENGINE : S/N=		13 Feb 2013	0	New	0	0	0.00
101 : ENGINE PRIMARY - DIESEL : S/N=		22 Apr 2012		Exchange	0	0	0.00
101 : ENGINE PRIMARY - DIESEL : S/N=		13 Feb 2013		New	0	0	0.00
101 : ENGINE PRIMARY - DIESEL : S/N=		22 Jan 2013	1	Exchange	0	0	0.00
313 : TRANSMISSION : S/N=			0		0	0	0.00
425 : FINAL DRIVE LEFT : S/N=		13 Feb 2013		New	0	0	0.00

Once a component is selected, the history may be viewed and relevant details may be updated e.g. expected service life by selecting required options.

**Exchange Component Details**

Customer:  JobSite:

**Component Details**

Oil  Inspection/Tracking  Replace  Rebuild  Financial Tracking  Warranty

System:

Component Type:

Component:  Module:

Compart ID:  SMCS Code:

Compart Desc:  Modifier Code:

Component S/N:

Component Make:  Component Images:

Component Model:

Component Note:

**Component Status Details**

Date of Change:

Documents Attached:

Current Status:  Current Value:  Current Rebuild No.:

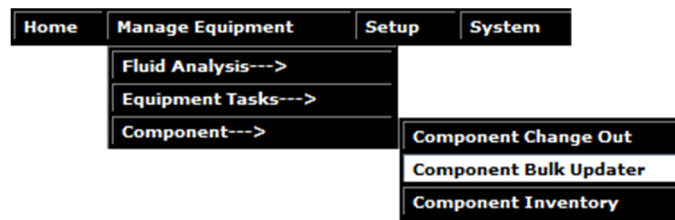
New Status:  New Value:

Detail Notes:

Doc No:

If Scrapping Reason:  Supplier:

# COMPONENT BULK UPDATER



## Overview

The Component Bulk Updater screen allows users to easily update the details of a component in multiple pieces of equipment at the one time.

Ideal for updating fluid types across the fleet or setting standard oil change or sample intervals.

**Selection Criteria**

Branch	<input type="text"/>	Make	<input type="text"/>
Customer	<input type="text"/>	Family	<input type="text"/>
Jobsite	<input type="text"/>	Model	<input type="text"/>
SMCS Code	<input type="text"/>	Application	<input type="text"/>
Modifier Code	<input type="text"/>	Arrangement	<input type="text"/>
Component	<input type="text"/> <input type="button" value="Find"/>	Serial No	Start <input type="text"/> End <input type="text"/>
		Unit No	Start <input type="text"/> End <input type="text"/>
			<input type="button" value="Search"/> <input type="button" value="Reset"/>

**- Component Details**

Component ID	<input type="text"/>	SMCS Code	<input type="text"/>	Modifier	<input type="text"/>
Component Desc	<input type="text"/>				

**- Generic Component Details**

Max No Rebuild's	<input type="checkbox"/>	<input type="text"/>
Component Make	<input type="checkbox"/>	<input type="text"/>
Component Model	<input type="checkbox"/>	<input type="text"/>

**- Oil Compartment Details**

Oil Type	<input type="checkbox"/>	<input type="text"/>	Oil Grade	<input type="checkbox"/>	<input type="text"/>	Coolant	<input type="checkbox"/>	<input type="text"/>
Oil Change Interval	<input type="checkbox"/>	<input type="text"/>	Oil Sample Int	<input type="checkbox"/>	<input type="text"/>	Sump Capacity	<input type="checkbox"/>	<input type="text"/>

**- Filter Details**

Filter Brand	<input type="checkbox"/>	<input type="text"/>	Media Type	<input type="checkbox"/>	<input type="text"/>
Filter Type	<input type="checkbox"/>	<input type="text"/>	Efficiency	<input type="checkbox"/>	<input type="text"/>
Description	<input type="checkbox"/>	<input type="text"/>	Beta Rating	<input type="checkbox"/>	<input type="text"/>
Model Number	<input type="checkbox"/>	<input type="text"/>			

Once machine make, model and compartment are selected, "Click" on Search and relevant machines will be displayed below. Update required information and "check" the box next to updated information.

Select required machines below and select "Save/ Update".

<b>- Component Details</b>			
Component ID	<input type="text"/>	SMCS Code	<input type="text"/>
Modifier	<input type="text"/>		
Component Desc <input type="text"/>			
<b>- Generic Component Details</b>			
Max No Rebuild's	<input type="text"/>	Component Make	<input type="text"/>
Component Model	<input type="text"/>	<input type="text"/>	
<b>- Oil Compartment Details</b>			
Oil Type	<input type="text"/>	Oil Grade	<input type="text"/>
Coolant	<input type="text"/>	Oil Change Interval	<input type="text"/>
Oil Sample Int	<input type="text"/>	Sump Capacity	<input type="text"/>
<b>- Filter Details</b>			
Filter Brand	<input type="text"/>	Media Type	<input type="text"/>
Filter Type	<input type="text"/>	Efficiency	<input type="text"/>
Description	<input type="text"/>	Beta Rating	<input type="text"/>
Model Number	<input type="text"/>	<input type="text"/>	
Stock Code	<input type="text"/>	<input type="text"/>	
<b>- Sample point/Magnetic Plug Setup</b>			
Sample Point Name	<input type="text"/>	Enable Sample Points	<input type="checkbox"/>
Oil Sample Int	<input type="text"/>	Enable Magnetic Plug	<input type="checkbox"/>
<input type="button" value="Save"/>		<input type="button" value="Reset"/>	
<b>- Current Component Installation Details</b>			
Install Date	<input type="text"/>	Eq SMU at Install	<input type="text"/>
Rebuild No.	<input type="text"/>	Comp Hrs at Install	<input type="text"/>
<b>- Component Useful Life Details</b>			
Useful Life 1	<input type="text"/>	Useful Life 2	<input type="text"/>
Hours to Remove	<input type="text"/>	Hours to Remove	<input type="text"/>
Hours to Rebuild	<input type="text"/>	Hours to Rebuild	<input type="text"/>
Hours to Install	<input type="text"/>	Hours to Install	<input type="text"/>
Remove/Ins Cost	<input type="text"/>	Remove/Ins Cost	<input type="text"/>
Rebuild Cost	<input type="text"/>	Rebuild Cost	<input type="text"/>
Part Cost(\$)	<input type="text"/>	Part Cost(\$)	<input type="text"/>
Other Cost (\$)	<input type="text"/>	Other Cost (\$)	<input type="text"/>
New/Replace(\$)	<input type="text"/>	<input type="text"/>	
<input type="button" value="Save/Update"/>			

## Generic Component Details

**Max No Rebuilds** – Maximum times the component can be repaired/rebuilt

**Component Make** – Make of the component

**Component Model** – Model of the component

**Inspection Item** – Setup regular inspections

**Inspection Interval** –Component inspection interval

**Inspection UOM** – Select the interval type (hours, days, weeks etc.)

## Oil Compartment Details

**Oil Type** – Edit component oil type

**Oil Grade** – Edit component oil grade

**Coolant**– Edit component coolant type

**Oil Change Interval** – Edit oil change interval

**Oil Sample Interval** – Edit oil sampling interval

## Current Component Installation Details

**Install Date** – Enter field for date when the selected component was installed in equipment

**Eq SMU Install** – Entry field for SMU when the selected component was installed in equipment(s)

**Comp Hrs at Install** – Entry field for hours on selected component when installed in equipment(s)

**Rebuild No** – Number of rebuilds completed on selected component when installed in equipment(s)



- Component Useful Life Details					
Useful Life 1	<input type="checkbox"/>	<input type="text"/>	Useful Life 2	<input type="checkbox"/>	<input type="text"/>
Hours to Remove	<input type="checkbox"/>	<input type="text"/>	Hours to Remove	<input type="checkbox"/>	<input type="text"/>
Hours to Rebuild	<input type="checkbox"/>	<input type="text"/>	Hours to Rebuild	<input type="checkbox"/>	<input type="text"/>
Hours to Install	<input type="checkbox"/>	<input type="text"/>	Hours to Install	<input type="checkbox"/>	<input type="text"/>
Remove/Ins Cost	<input type="checkbox"/>	<input type="text"/>	Remove/Ins Cost	<input type="checkbox"/>	<input type="text"/>
Rebuild Cost	<input type="checkbox"/>	<input type="text"/>	Rebuild Cost	<input type="checkbox"/>	<input type="text"/>
Part Cost(\$)	<input type="checkbox"/>	<input type="text"/>	Part Cost(\$)	<input type="checkbox"/>	<input type="text"/>
Other Cost (\$)	<input type="checkbox"/>	<input type="text"/>	Other Cost (\$)	<input type="checkbox"/>	<input type="text"/>
New/Replace(\$)	<input type="checkbox"/>	<input type="text"/>			
<input type="button" value="Save/Update"/>					

### Component Useful Life Details

Useful Life 1 & 2 – Number of hours allowed to be completed on component before repair/rebuild

Hrs to Remove – Number of hours required to remove component

Hrs to Rebuild – Number of hours required to rebuild component

Hrs to Install – Number of hours required to install component

Remove/Ins Cost – Total cost to remove or install the component

Rebuild Cost – Cost to rebuild the component

Part Cost – Cost of the components part (s)

Other Cost – Extra costs associated with the component

New/Replace (\$) – Cost to purchase the component

Save/Update– Save the changes against the selected component and equipment

### List of Equipment to Modify

All– select all the equipment searched to make component changes to

Customer– customer of searched equipment

Serial No- serial number of searched equipment

Unit No – unit number of searched equipment

Model– model type of searched equipment

### How to update the Component Details in Multiple Pieces of Equipment

1. Enter the Customer, Job Site or required filters from the Selection Criteria panel
2. Click Search
3. Scroll to the bottom of the page to List if Equipment to Modify and select All or the required equipment
4. Enter the required information into the Generic Component Details section
5. Enter the required information into the Oil Compartment Details section and click the check box to ensure these are saved
6. Enter the required information into Current Component Installation Details, and click the check boxes to ensure these are saved
7. Enter the required information into the Component Useful Life Details section and click the check boxes to ensure these are saved
8. Click Save/Update
9. Changes made to components will be shown below and reflected in the Equipment Components/Compartments screen for each equipment

# FLUID COMPARTMENTS

The screenshot shows the 'Fluid Compartments' interface. At the top, there is a navigation bar with 'Home', 'Manage Equipment', 'Setup', and 'System'. A dropdown menu is open under 'Setup', showing 'Component/Compartment--->' and 'Equipment--->'. The 'Fluid Compartments' page is active. Below the navigation, there is a 'Select Equipment' section with dropdowns for 'Customer' (HD BRISBANE FLEET HIRE SERVICES : 1205921) and 'Jobsite', and input fields for 'Serial No' and 'Unit No'. There are 'Advanced Settings' and 'Reset' buttons. Below this, there are fields for 'Compartment\*', 'Make', 'Model', 'Role', 'Oil Type', 'Oil Grade', 'Fuel Type', 'Coolant', 'Compartment SN', 'Date Installed', 'Equip SMU Install', 'Sample Interval\*', 'Sump Capacity\*', and 'Change Interval'. There are 'Add', 'Update', and 'Delete' buttons, and a checkbox for 'Enable Sample Points' with a green plus icon.

Component data may be updated to include identifying information, fluid types & service/sampling intervals.

After selecting the desired machine from the drop-down boxes at the top of the screen, a list of registered components will be displayed. Click on the desired component which will then populate the editable fields.

Select required information from the drop down boxes and select Add or Update when finished.

If a model, oil type or other information is not available, please call the laboratory on (07) 3875 0844.

## Adding New Compartments

To add a new compartment, select all required information from the drop down boxes and enter serial number and installation details. Click on **Add** when finished.

For ease of adding compartments, please phone the laboratory on (07) 3365 9391 or relevant details may be emailed through for updating.

# EQUIPMENT SEARCH



Equipment Search: This function allows the end user to search for equipment that is registered to that customer. Details such as make, model, serial number and oil information can be viewed.

Selection Criteria		<input type="checkbox"/> Under Warranty	<input type="checkbox"/> Include Inactive Customers	<input type="checkbox"/> Include Compart Information
Serial No	contains ▼			
Reg No	contains ▼			
Customer Name	contains ▼			
Customer ID	contains ▼			
Jobsite	contains ▼			
Oil Type	contains ▼			
Oil Grade	contains ▼			
Unit No	contains ▼			
Make Desc	contains ▼			
Model Desc	contains ▼			
Compart Serial No	contains ▼			
Open Screen	Equipment Setup ▼			
Sort Order				
		Search		Reset

Searches may be completed by the User entering selected information in the required fields.

Equipment information may not be edited by the end user; to have any data updated in the system, export the data to Excel and edit information as required. This may then be emailed to the laboratory for updating in the system.

# SYSTEM



## USER PREFERENCES

**Configure User Settings**

Password Details	User Contact Details
User ID <input type="text"/>	E-mail <input type="text"/>
User Name <input type="text"/>	Mobile <input type="text"/>
Old Password <input type="text"/>	Phone <input type="text"/>
New Password <input type="text"/>	Fax <input type="text"/>
Confirm New Password <input type="text"/>	Address <input type="text"/>
<input type="button" value="Update"/> <input type="button" value="Reset"/>	<input type="text"/>
<b>User Preferences</b>	Suburb <input type="text"/>
Language <input type="text" value="English"/>	Post Code <input type="text" value="4108"/>
Home Page <input type="text" value="Fluid Analysis"/>	State <input type="text" value="QLD"/>
Colour Scheme <input type="text" value="BlueGrey"/>	Country <input type="text"/>
Currency <input type="text" value="Australian Dollar"/>	<input type="button" value="Update"/> <input type="button" value="Reset"/>
<input type="button" value="Update"/> <input type="button" value="Reset"/>	

**Screen Preferences**

Module  Screen

This screen allows the end user to change their password and update contact details.

Please ensure contact phone number and email are kept updated.

# Laboratory Contact Information

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