

Releasing Inspections – PM service

PM service inspections are manually released when they are due, these inspections are setup in the system and are "unticked" in the box "Start By Inspector" which means they will not flow through automatically to the Mobile Application - this prevents the Inspectors completing these inspections until they are required.

Edit Digital Form	1			
Form Type	Daily Checks	*		
Form Name D10T 2000Hr Service				Email on Complete
Customers to Include	Macmahon, QA TrackTreads, Training Cus	tomer 👻		Start by Inspector
Families to Include	Dozer -Elevated Sprocket DOZ	*		
Models to Include	D10, D10N, D10R, D10T, D10T2	*		
Form Header				
The form header can inc below) by ticking the "In	clude up to 6 fields. The following basic fields are clude in Header" check box next to the question.	included by default. You may also select to	include Question and Answers from the Default Categ	ory(first category/section displayed
Date Started	Custo	mer/. Inhsite		

To release these inspections, take the following steps;

- 1. Navigate to the screen Search Digital Form
- 2. Click on the tab "Available Forms" use the selection criteria and click Perform Search.

Search Digital F	orms								
Customer	Select Customer		Ť	Family	Select Family	Ť	Form Category	Select Form Category	Ť
Job Site	Select Job Site		*	Model	Select Model	Ŧ	Form Name	Select Form Name	Ŧ
Machine	Select Machine		*	Status	Not Started, In Progress, In Review	*	Inspector	Select Inspector	*
Start Date	22 Feb 2021		Ē	End Date	1 Mar 2021	Ē			
Show/Hide	✓ Customer	🗸 Jobsite' 🗸 Seri	alNo 🔽 U	JnitNo 🗌 Famil	y 🗹 Model 🛛 🗹 📔	P	I	Reset	Perform Search
In Progress/Complete	ed Available	Forms							
In Progress/Complete	ed Available	Forms	Linked I	Models			Linked Custo	mers	Start New
In Progress/Complete Form Name D10T 2000Hr Service	ed Available	Forms Form Category Daily Checks	Linked I	Models ON,D10R,D10T,D10T	12		Linked Custo Macmahon,	mers QA TrackTreads,Training Customer	Start New
In Progress/Complete Form Name D10T 2000Hr Service Pre-Shipment	ed Available	Forms Form Category Daily Checks Frame Rebuild	Linked I D10,D1 D10,D1	Models 0N_D10R_D10T_D10T 0N_D10R_D10T_D10T	T2 T2,D11R,D11R CD,D11T		Linked Custo Macmahon, Testing	mers QA TrackTreads,Training Customer	Start New E
In Progress/Complete Form Name D10T 2000Hr Service Pre-Shipment Repair Arrival	ed <u>Available</u>	Forms Form Category Daily Checks Frame Rebuild Frame Rebuild	Linked 1 D10,D1 D10,D1 D10,D1	Models ON_D10R_D10T_D10T ON_D10R_D10T_D10T ON_D10R_D10T_D10T	T2 T2,D11N,D11R,D11R CD,D11T T2,D11N,D11R,D11R CD,D11T		Linked Custo Macmahon, Testing Testing	eners QA TrackTreads,Training Customer	Start New C

- 3. Click on Start New on the form that you would like to Release.
- 4. Using the pop-up select the Equipment that you would like inspected and click on Start.



5. This will automatically open the inspection with that equipment.

6. The Status of the form is shown and when this is "Not Started" or In Progress" this Inspection for the Equipment will be available on the mobile application for the inspectors.

7. This Inspection will also be available regardless of status on the Search Digital Forms in the main application.