

## Reviewing Past Pre-Start History

Every pre-op ever created for a machine can be viewed at anytime.

1. Use **KEYWORD SEARCH** box to find machine
2. Once you find your machine, click **EDIT MACHINE**, then on the **HISTORY** tab (top of the screen)

**Machines**

+ ADD NEW MACHINE

Keyword Search

FILTER BY

PRE START REPORT

DOWNGRADE MACHINES

SCHEDULE ASSESSMENTS

EXPORT MACHINES

SAFE OPERATING PROCEDURES

Select All Machines (0 Selected)

**B** Isuzu - NPR 400 4x2 (Tipper)  
Asset Number: TPR-001  
Owner: Bob The Builder Inc

**B** ACE Trailers - Dual Axle (Plant Trailer)  
Asset Number: PT-001  
Owner: Bob The Builder Inc

**B** Hino - FC 4x2 (T/Top)  
Asset Number: TT-001  
Owner: Bob The Builder Inc

**C** Caterpillar - 305E CR (Excavator - Small (0 - 9.9 Tonne))  
Asset Number: EX-001  
Owner: Bob The Builder Inc

CREATE PRE-OP

LIBRARY

REPORT

Edit Machine

Create Pre-Op

Create Assessment

Remove From Fleet

### TIPS AND TRICKS:

- Pre-op **STATUS RESETS** every night
- The **CREATE PRE-OP** button on the right of the machine details appears if a pre-op has not been completed
- If you **MOUSE OVER** a pre-op icon message will pop up detailing who completed the pre-op and at what time
- On the home screen your machine will have either a green tick, and orange hazard sign or a red cross.
  - ✓ **Green tick** = right to operate
  - ⚠ **Orange hazard sign** = right to operate, non critical issues require attention
  - ✗ **Red cross** = do not operate machine, critical issues require attention
- More than one pre-op can be completed in a 24hr period, simply click **EDIT** on the machine record then click **PRE-OP CHECKLIST** at bottom of page
- The most recently created pre-op is reflected on the home screen