



Search for a Work Plan Detail — Criteria

Overview

The Maintenance and Utilization module Work Plan Detail process is to provide the ability to identify the specific Task(s), Part(s) required to perform the work, Tool(s)/Equipment required to perform the task(s), and the required Technician Certification(s) needed to complete the Work Plan.

In order to utilize this process, first establish a Maintenance Work Plan. A Work Plan can be associated with multiple Tasks, Parts, Tool(s)/Equipment, and Certifications. There will be four pages available to identify the details needed to complete the Work Plan.

Navigation

Maintenance > Work Plan Detail > Work Plan Detail Search Criteria

Procedures

Search for a Work Plan Detail

One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed. Selecting at any point of this procedure returns all fields to the default "All" setting. **Bold** numbered steps are required.

1. Enter the PLAN ID, or use \(\frac{\quad \text{to browse for the entry.}}\) This is a 25 alphanumeric character field.



2. Select search . The corresponding detail page appears.





Add a Work Plan Detail — Tool(s)/EQUIP

Navigation

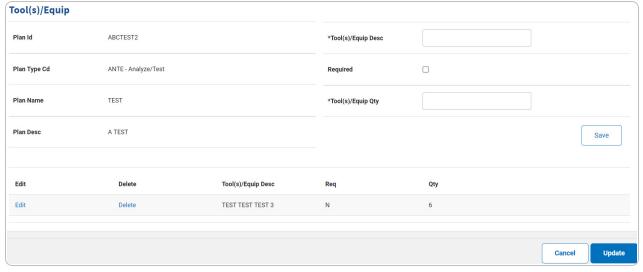
Maintenance > Work Plan Detail > Search Criteria > Search > Work Plan Detail Tool (s)/EQUIP page

Procedures

Add a Work Plan Detail — Tool(s)/EQUIP

Selecting at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

- 1. Select Tools(s)/EQUIP. When selected, the PLAN ID includes tools and/or equipment details.
- 2. Select Search . The page Work Plan Detail Tool(s)/EQUIP Add appears.



- 3. Verify the correct work plan is displayed in the Tool(s)/EQUIP Grid.
 - **A.** Enter the Tool(s)/EQUIP DESC in the field provided. *This is a 255 alphanumeric character field.*



- **B.** Enter the Tool(s)/Equip Qty in the field provided. This is a 5 numeric character field.
- C. Select to move the tool(s)/equipment to the Data Stored Table.

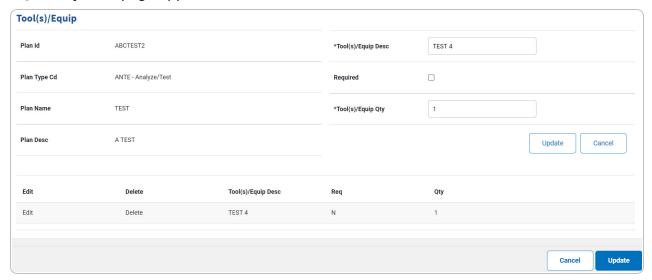
Note

Continue to enter tool(s)/equipment as needed. If the tool(s)/equipment are not in the desired order, simply drag and drop them into the proper placement.

4. Select Update . The Work Plan Detail Transaction Status page appears.

Edit a Work Plan Detail - Tool(s)/EQUIP

1. Select the **Edit** hyperlink for the tool(s)/equipment. The **Work Plan Detail** — **Tool(s)**/ **EQUIP Update** page appears.



- 2. Verify the correct work plan is displayed in the Tool(s)/Equip Grid.
 - **A.** Update the Tool(s)/Equip Desc, entering the revised description in the field provided. This is a 255 alphanumeric character field.
 - **B.** Update the Tool(s)/Equip Qty, entering the revised quantity in the field provided. This is a 5 numeric character field.



Note

Continue to enter tool(s)/equipment as needed. If the tool(s)/equipment are not in the desired order, simply drag and drop them into the proper placement.

3. Select Update . The Work Plan Detail Transaction Status page appears.

Delete a Work Plan Detail — Tool(s)/EQUIP

1. Select the Delete hyperlink for the desired task. *The tool(s)/EQUIP is immediately removed from the list.*







Add a Work Plan Detail — Task(s)

Navigation

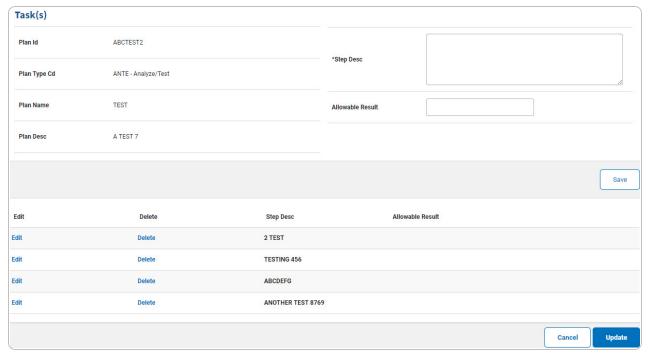
Maintenance > Work Plan Detail > Search Criteria > Work Plan Detail Task(s) page

Procedures

Selecting at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

Add a Work Plan Detail — Task(s)

- 1. Select Task(s). When selected, the PLAN ID includes task(s) details.
- 2. Select Search . The page Work Plan Detail —Task(s) Add appears.



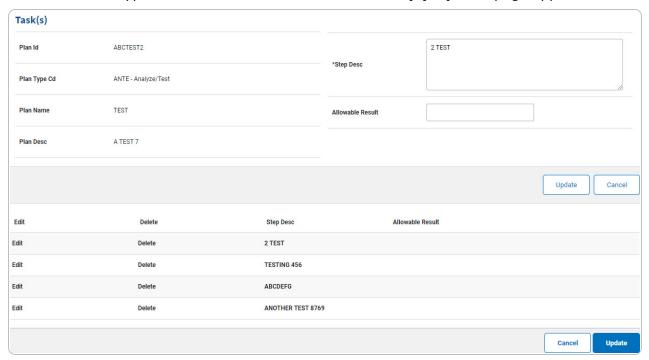
3. Verify the correct Work Plan displays in the Task(s) Grid.



- **A.** Enter the STEP DESC in the field provided. *This is a 1024 alphanumeric character field.*
- 4. Select _____. The detail is moved to the Data Stored Table.
- 5. Select Update . The Work Plan Detail Transaction Status page appears.

Update a Work Plan Detail — Task(s)

1. Select the **Edit** hyperlink. The **Work Plan Detail** — **Task(s) Update** page appears.



- 2. Verify the correct Work Plan displays in the Task(s) Grid.
 - **A.** Update the STEP DESC, entering the revised description in the field provided. *This is a 1024 alphanumeric character field.*
- 3. Select Update . The entry moves to the Data Stored Table.

If the parts are not in the desired order, simply drag and drop them into the proper placement.

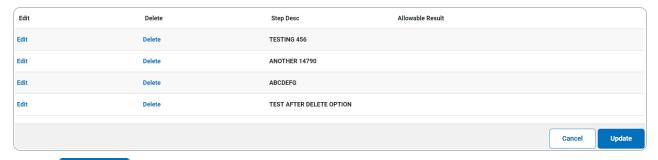
Note



4. Select Update . The **Work Plan Detail Transaction Status** page appears.

Delete a Work Plan Detail — Task(s)

1. Select the Delete hyperlink for the desired task. *The task(s) is immediately removed from the list.*





Add a Work Plan Detail — Certification(s)

Navigation

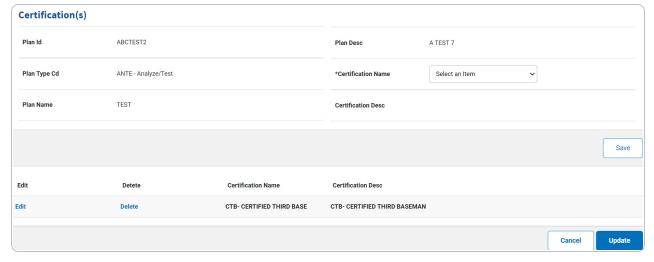
Maintenance > Work Plan Detail > Search Criteria > Search > Work Plan Detail Certification(s) page

Procedures

Selecting at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

Add a Work Plan Detail — Certification(s)

- 1. Select Certification(s). When selected, the PLAN ID includes certification(s) details.
- 2. Select Search . The page Work Plan Detail Certification(s) Add appears.



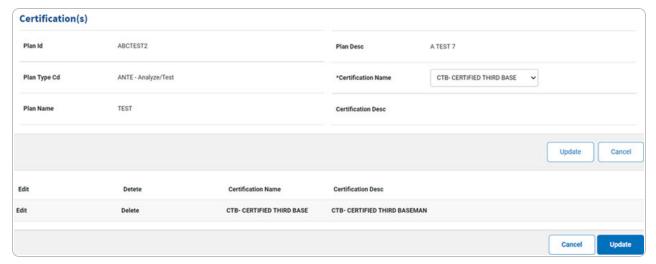
- 3. Verify the correct work plan is displayed in the Work Plan Detail Certification(s) Grid.
 - **A.** Use to select the Certification Name.
- 4. Select Save . The entry moves to the Data Stored Table.



5. Select Update . The Work Plan Detail Transaction Status page appears.

Update a Work Plan Detail — Certification(s)

1. Select the Edit hyperlink for the desired task. *The Work Plan Detail — Certification(s) Update* page appears.



- 2. Verify the correct work plan is displayed in the Work Plan Detail Certification(s) Tab.
 - **A.** Update the Certification Name, using to select the desired name.
- 3. Select update to move the detail to the Data Stored Table.

Note

If the parts are not in the desired order, simply drag and drop them into the proper placement.

4. Select Update . The Work Plan Detail Transaction Status page appears.

Delete a Work Plan Detail — Certification(s)

1. Select the Delete hyperlink for the desired task. *The certification(s) is immediately removed from the list.*





Note



The tool(s)/equipment is immediately removed from the list.





Add a Work Plan Detail — Part(s)

Navigation

Maintenance > Work Plan Detail > Search Criteria > > Work Plan Detail Part(s) page

Procedures

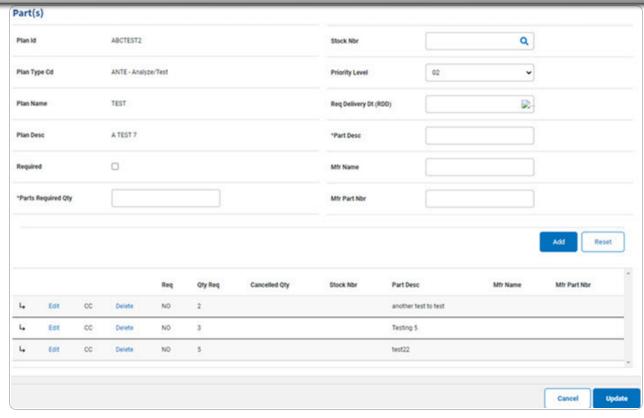
Selecting at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

Reset Selecting at any point of this procedure returns all fields to the default setting.

Add a Work Plan Detail — Part(s)

- Part(s). When selected, the PLAN ID includes part(s) details. 1.
- . The **Work Plan Detail Part(s) Add** page appears.





- 3. Verify the correct Work Plan displays in the Part(s) Grid.
 - **A.** Enter the PARTS REQUIRED QTY in the field provided. This is a 3 numeric character field.
 - **B.** Enter the PART DESC in the field provided. *This is a 255 alphanumeric character field.*
- 4. Select Add . The entry moves the part to the Data Stored Table.

If the parts are not in the desired order, simply drag and drop them into the proper placement.

5. Select Update . The Work Plan Detail Search Criteria page appears.

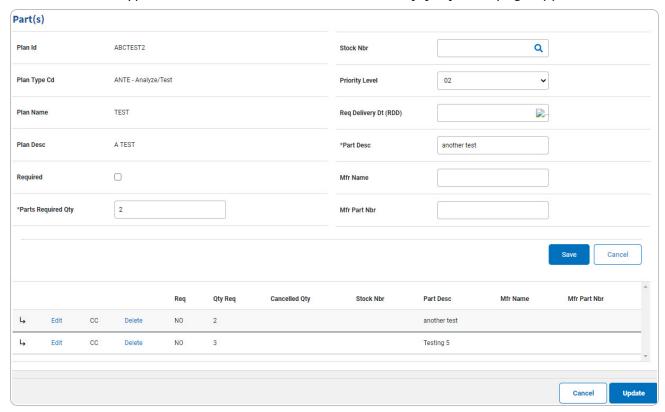
Note





Update a Work Plan Detail — Part(s)

1. Select the **Edit** hyperlink. *The Work Plan Detail — Part(s) Update* page appears.



- 2. Verify the correct Work Plan displays in the Part(s) Grid.
 - **A.** Update the PARTS REQUIRED QTY, entering the revised quantity in the field provided. *This is a 3 numeric character field.*
- 3. Select Save . The entry moves the part to the Data Stored Table.

If the parts are not in the desired order, simply drag and drop them into the proper placement.

4. Select Update . The Work Plan Detail Transaction Status page appears.

Note



Delete a Work Plan Detail — Part(s)

1. Select the Delete hyperlink for the desired part. *The part(s) is immediately removed from the list.*

