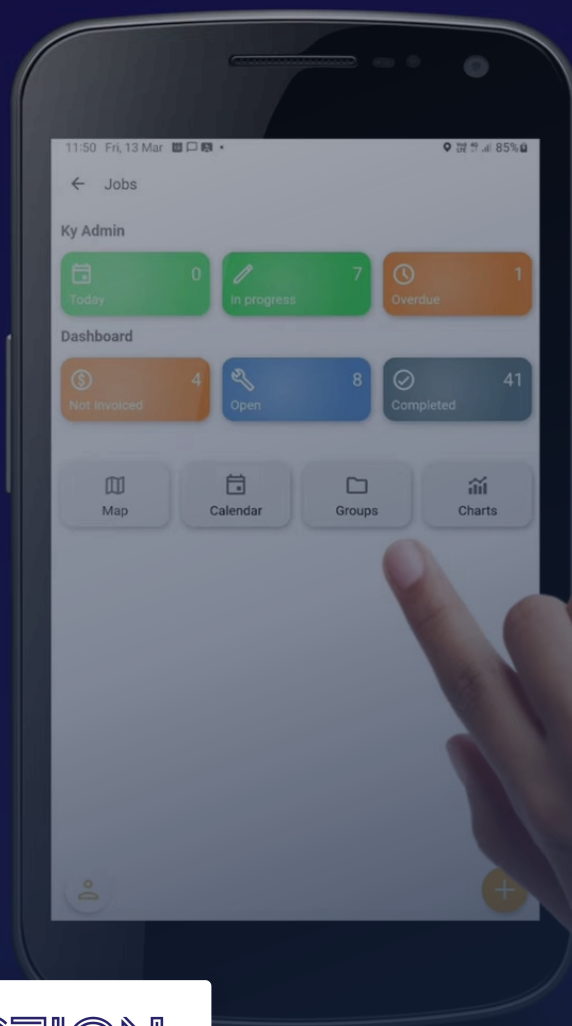




KYNECTION
KNOWLEDGE IN MOTION

FEATURE GUIDE

KYNECTION • ASSET MANAGEMENT (GEAR) • PART 2 OF THE MAINTENANCE MODULE

Complete Maintenance Jobs and *Schedule Fault Repairs*

The daily run for a mechanic on the Kynection mobile app: find the jobs allocated to you, start one, read the repairs sitting against the equipment, and close out a fault repair with a signature.

3 CHAPTERS

1 MIN 16 SEC

MAINTENANCE

MOBILE USERS • MECHANICS

FEATURE GUIDE • 1 MIN 16 SEC

What this feature covers

Three stages, six steps. Everything here happens on the mobile app, from opening the job dashboard through to submitting a completed fault repair.

CH 01	Find your jobs The job dashboard is the mechanic's home screen. It sorts every allocated job by status so the current shift is one tap away.	00:00–00:30
CH 02	Start the job and read the repair list Starting the job opens every repair and service sitting against that equipment, split by whether it was booked for today or is simply available to do.	00:30–00:58
CH 03	Complete and sign off the fault repair A fault repair captures what was fixed, when, and at what reading. Notes and photos from the pre-start carry through so you see what the operator reported.	00:58–01:16

- **Who this is for.** Mechanics and maintenance staff working jobs allocated to their mobile user.
- **Before you start.** A job must be allocated to you for it to appear under **Today**. If nothing is listed, ask your supervisor to allocate one.
- **Part of a series.** This is part 2 of the maintenance module. Part 1 is the full module overview; parts 3 to 6 cover services, labour, parts and fault scheduling.

READ AS Screens are captured from the walkthrough video on this page at the timestamp shown on each step. Values such as job numbers, equipment codes and dates are demonstration data.

Find your jobs

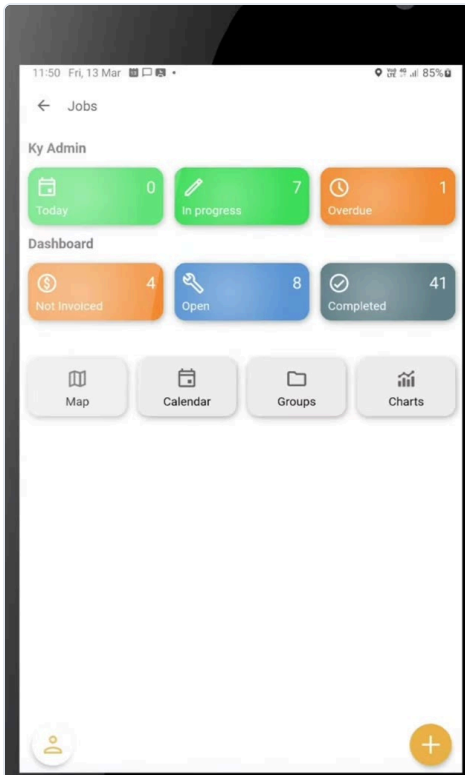
The job dashboard is the mechanic's home screen. It sorts every allocated job by status so the current shift is one tap away.

STEP 1 • 00:12 IN THE VIDEO

Open the job dashboard

Select **View Jobs** to see everything allocated to this mechanic. Jobs are grouped by status: **Today**, **In progress**, **Overdue** and **Completed**. The lower tiles give a wider view of the workload.

CHAPTER 01 • STEP 1 OF 2

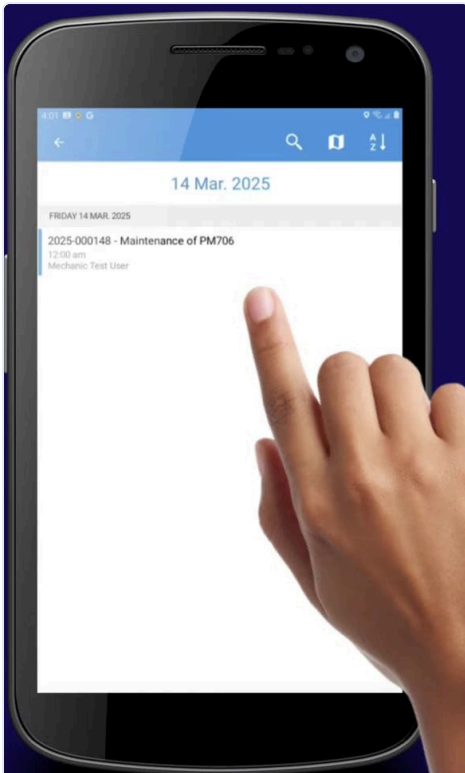


STEP 2 • 00:25 IN THE VIDEO

Open the Today tab

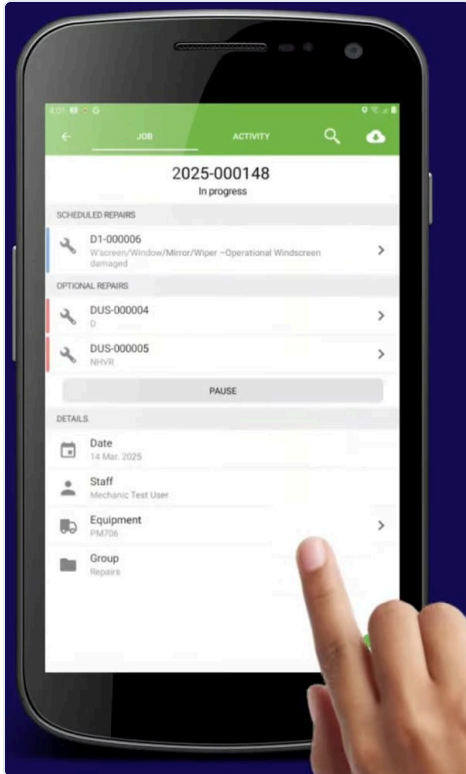
The **Today** tab lists the maintenance jobs allocated for the current shift, each with its job number, equipment and start time. If several jobs are scheduled, they all appear here.

CHAPTER 01 • STEP 2 OF 2



Start the job and read the repair list

Starting the job opens every repair and service sitting against that equipment, split by whether it was booked for today or is simply available to do.

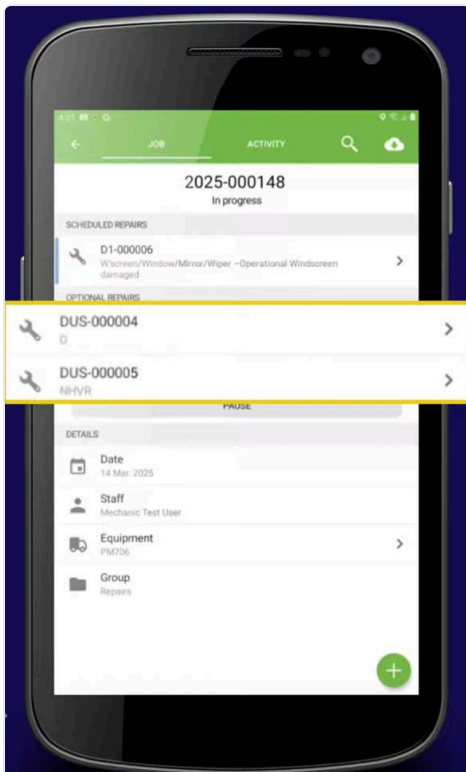


STEP 1 • 00:32 IN THE VIDEO

Open the job and start it

The job shows the equipment details, date, staff member and group. Select **Start Job** to begin the workflow. Nothing is recorded against the equipment until the job is started.

CHAPTER 02 • STEP 1 OF 2



STEP 2 • 00:50 IN THE VIDEO

Scheduled against optional repairs

Items under **Scheduled Repair** are booked for today. Items under **Optional Repair** are other work you could complete while you have the equipment. Here a fault repair is scheduled, with a D service and an NHVR service optional. **Pause** stops the job if you need to come back to it.

CHAPTER 02 • STEP 2 OF 2

Complete and sign off the fault repair

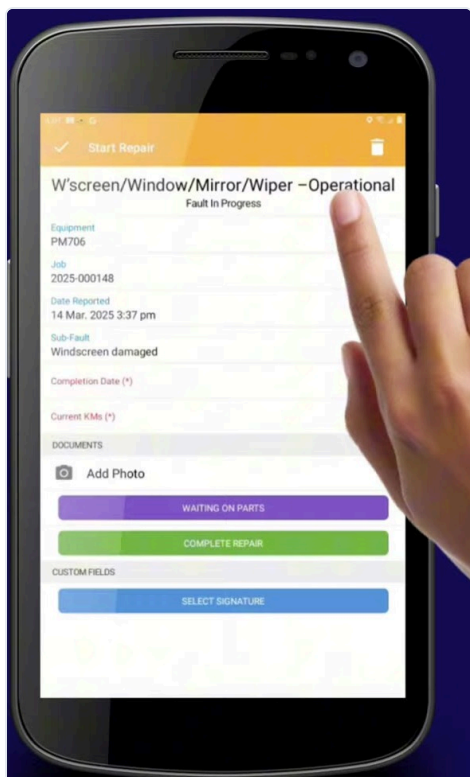
A fault repair captures what was fixed, when, and at what reading. Notes and photos from the pre-start carry through so you see what the operator reported.

STEP 1 • 01:00 IN THE VIDEO

Start the repair, or flag it as waiting on parts

Choose **Start Repair** to work the fault now. If the parts are not on hand, select **Waiting on Parts** to pause the item and keep the job open. Add photos and comments as you go.

CHAPTER 03 • STEP 1 OF 2

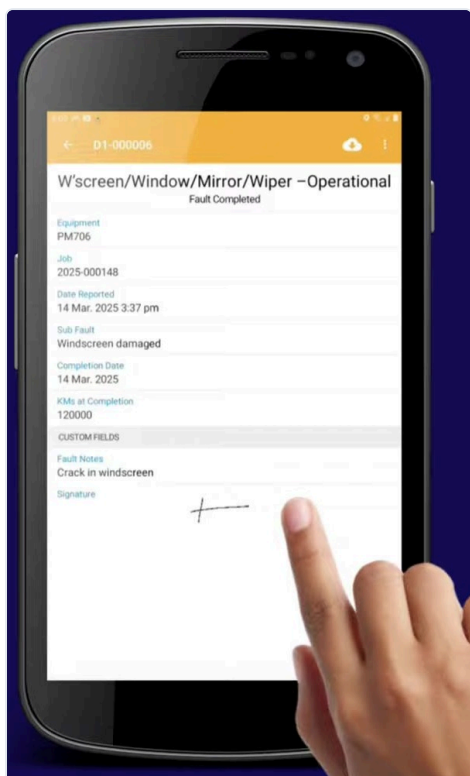


STEP 2 • 01:10 IN THE VIDEO

Enter the completion details and sign

You must enter the **Completion Date**, **Current Kilometres** and a signature. Submit, then use the back arrow in the top left to return to the equipment. Completed items appear greyed out in the repair list.

CHAPTER 03 • STEP 2 OF 2



Where to go next

Part 2 covers the fault repair. Services, labour, parts and fault scheduling each have their own guide.

NEXT UP - PART 3

Complete service workflows and submit service forms

<https://www.kynection.com.au/knowledge-base/asset-management/part-3-how-to-complete-services-workflows-submit-service-forms-in-the-kynection-mobile-app/>

BACK TO PART 1

Managing your maintenance workflow (module overview)

<https://www.kynection.com.au/knowledge-base/asset-management/part-1-managing-your-maintenance-workflow-with-the-kynection-mobile-app/>

ASSET MANAGEMENT KNOWLEDGE BASE

Every guide in the maintenance module, including equipment records, service setup and the scheduler

<https://www.kynection.com.au/knowledge-base/asset-management/>

MORE IN THIS MODULE

PART 01	Managing your maintenance workflow (module overview) /knowledge-base/asset-management/part-1-managing-your-maintenance-workflow-with-the-kynection-mobile-app/
PART 03	Complete service workflows and submit service forms /knowledge-base/asset-management/part-3-how-to-complete-services-workflows-submit-service-forms-in-the-kynection-mobile-app/
PART 04	Record labour and manage timesheet data /knowledge-base/asset-management/part-4-how-to-record-labour-and-managing-timesheet-data-with-the-kynection-mobile-app/
PART 05	Log parts and finalise jobs /knowledge-base/asset-management/part-5-how-to-log-parts-and-finalise-jobs-with-the-kynection-mobile-app/
PART 06	Schedule faults and allocate repairs /knowledge-base/asset-management/part-6-how-to-schedule-faults-and-allocating-repairs-with-the-kynection-mobile-app/