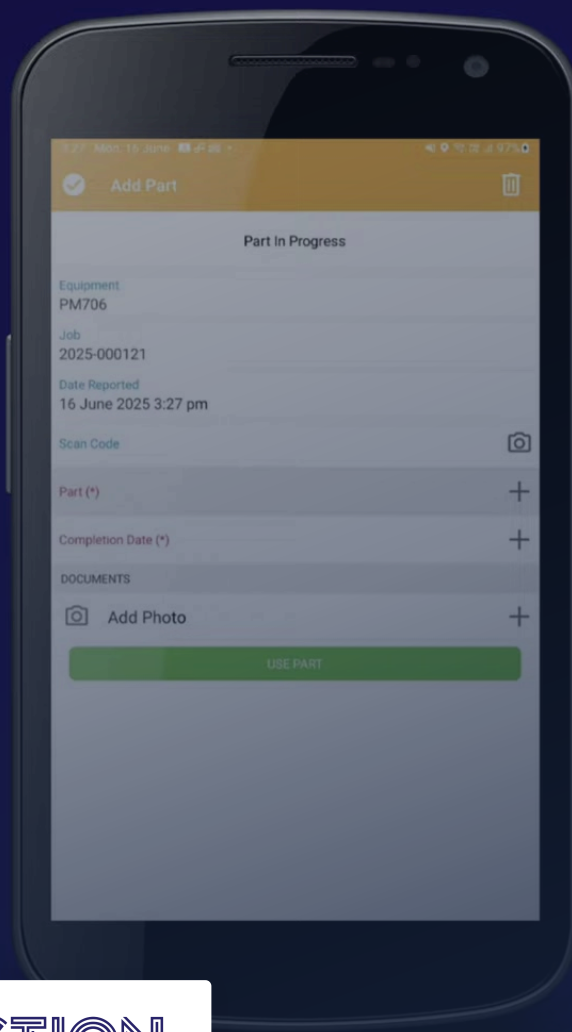




KYNECTION
KNOWLEDGE IN MOTION

FEATURE GUIDE

KYNECTION • ASSET MANAGEMENT (GEAR) • PART 5 OF THE MAINTENANCE MODULE

Log Parts and *Finalise Jobs*

Parts used are recorded against the job, everything lands under the equipment's expenses for cost oversight, and the job is closed with notes and a signature. This guide also covers starting a fresh job from the equipment record.

3 CHAPTERS

1 MIN 2 SEC

MAINTENANCE

MOBILE USERS • MECHANICS

FEATURE GUIDE • 1 MIN 2 SEC

What this feature covers

Three stages, six steps: logging the parts used, seeing the cost and closing the job, then raising a new maintenance job straight from the equipment tab.

CH 01	Add the parts used Parts come from a configured drop-down list, so quantities and units stay consistent across the fleet.	00:00–00:20
CH 02	See the cost and close the job Expenses roll up against the equipment, and the job is finished with notes, a photo and a signature.	00:20–00:45
CH 03	Start a job from the equipment record A fault that has been spotted but never reported is raised from the equipment record, not from an allocated job.	00:45–01:02

- **One record, two places.** All service expenses, labour included, sit under the equipment's **Expenses** tab for full cost oversight. The time recorded also creates the timesheet entry.
- **Add before you close.** Parts and labour must be added before you select **Complete Job**.
- **Part of a series.** Part 4 covers the labour side of the same screen. Part 6 covers faults raised from the equipment record.

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.

Add the parts used

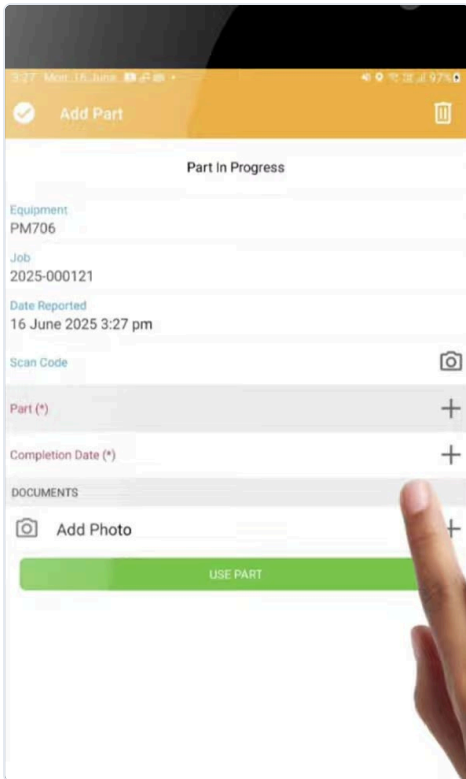
Parts come from a configured drop-down list, so quantities and units stay consistent across the fleet.

STEP 1 • 00:05 IN THE VIDEO

Open Parts Used and add a part

Select **Parts Used**, then tap the plus icon to record the parts. The parts option gives a drop-down list to choose from.

CHAPTER 01 • STEP 1 OF 2

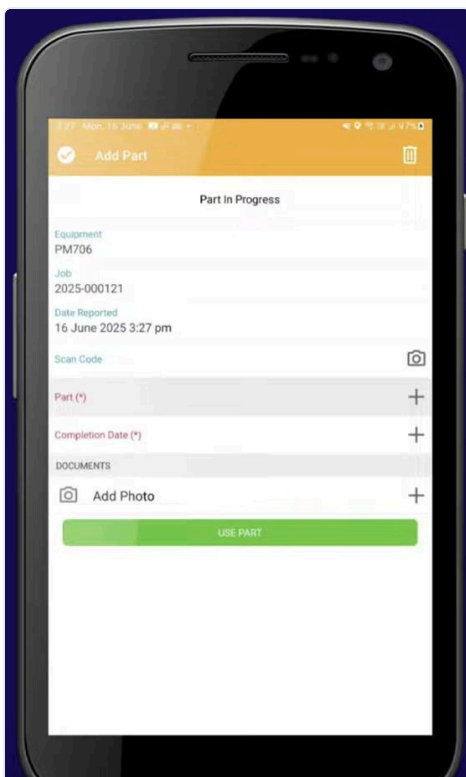


STEP 2 • 00:15 IN THE VIDEO

Enter quantity, unit and completion date

After selecting the part used for the job, new fields for the number of parts and unit of measure appear. Fill these in along with the completion date, then use the plus icon to add more parts if needed.

CHAPTER 01 • STEP 2 OF 2



See the cost and close the job

Expenses roll up against the equipment, and the job is finished with notes, a photo and a signature.

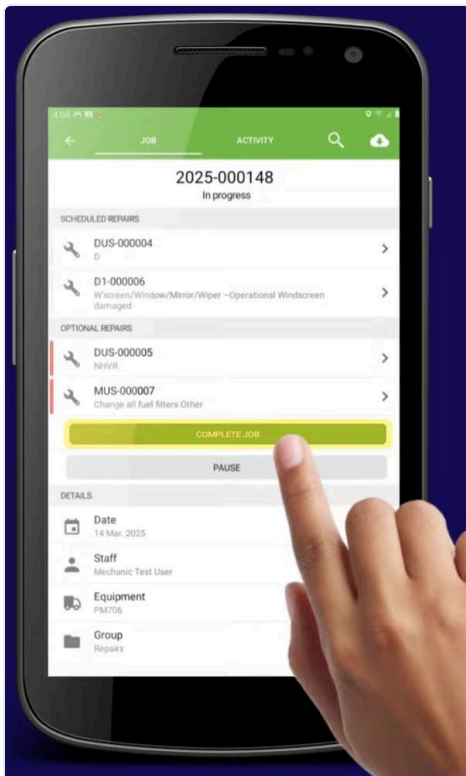
Expense	Quantity	Unit Price	Total Amount	Category	Linked To	Date
Service C	0	\$0.00	\$75.00	Labour Expense	DOZ06	Today
Spill kit	0	\$0.00	\$0.00		DOZ06	Today
Spare Parts	0	\$0.00	\$45.00		DOZ06	Today
Ryco Oil Filter Z79A	0	\$0.00	\$12.99		DOZ06	Today
(6a) Hacketts FCR Pavement	0	\$0.00	\$831.85		DOZ06	Today
Service C	0	\$0.00	\$889.84	Service Expense	DOZ06	Today
Spill kit	0	\$0.00	\$0.00		DOZ06	Today
Spare Parts	0	\$0.00	\$45.00		DOZ06	Today
Ryco Oil Filter Z79A	0	\$0.00	\$12.99		DOZ06	Today
(6a) Hacketts FCR Pavement	0	\$0.00	\$831.85		DOZ06	Today
Service C	0	\$0.00	\$889.84	Service Expense	DOZ06	Today
Service C	0	\$0.00	\$889.84	Service Expense	DOZ06	24 Sep 2024
Service B	0	\$0.00	\$889.84	Service Expense	DOZ06	24 Sep 2024

STEP 1 • 00:25 IN THE VIDEO

Everything lands under Expenses

All service expenses, including labour, are recorded against the equipment under the **Expenses** tab for full cost oversight. The time recorded for maintenance jobs automatically creates the timesheet entry, streamlining record keeping.

See the cost and close the job



STEP 2 • 00:38 IN THE VIDEO

Complete the job

Once the mechanic has finished every item they are going to complete on the equipment, they select **Complete Job**. Enter any final notes, add a picture and a signature, then select **Done**.

CHAPTER 02 • STEP 2 OF 2

Start a job from the equipment record

A fault that has been spotted but never reported is raised from the equipment record, not from an allocated job.

STEP 1 • 00:50 IN THE VIDEO

Go to the Equipment section

Navigate to the **Equipment** section and select the **Equipment** tab. This is where faults that have been identified but not yet reported get raised.

CHAPTER 03 • STEP 1 OF 2

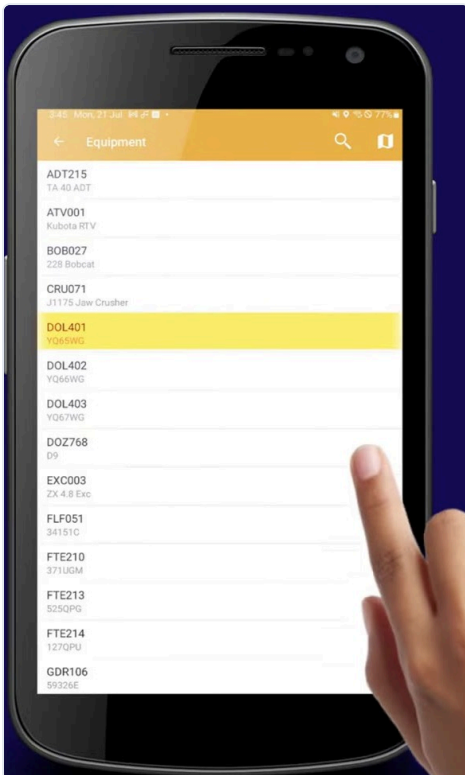


STEP 2 • 00:58 IN THE VIDEO

Choose the equipment and perform maintenance

Choose the equipment you want to create a maintenance job against, scroll down and select **Perform Maintenance**. Part 6 picks up from here.

CHAPTER 03 • STEP 2 OF 2



Where to go next

The job is closed. Raising and scheduling a brand new fault is covered in part 6.

NEXT UP - PART 6

Schedule faults and allocate repairs

<https://www.kynection.com.au/knowledge-base/asset-management/part-6-how-to-schedule-faults-and-allocating-repairs-with-the-kynection-mobile-app/>

BACK TO PART 4

Record labour and manage timesheet data

<https://www.kynection.com.au/knowledge-base/asset-management/part-4-how-to-record-labour-and-managing-timesheet-data-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

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- | | |
|----------------|--|
| PART 01 | Managing your maintenance workflow (module overview)
/knowledge-base/asset-management/part-1-managing-your-maintenance-workflow-with-the-kynection-mobile-app/ |
| PART 02 | Complete maintenance jobs and schedule fault repairs
/knowledge-base/asset-management/part-2-how-to-complete-maintenance-jobs-schedule-fault-repairs-using-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 06 | Schedule faults and allocate repairs
/knowledge-base/asset-management/part-6-how-to-schedule-faults-and-allocating-repairs-with-the-kynection-mobile-app/ |
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