

Print Labels

The screenshot shows the 'Print Labels' interface. It is divided into three main sections: 'Selection Criteria', 'General Sample Information', and 'Compartments Sampled'. The 'Selection Criteria' section includes dropdown menus for Customer (Beemer_101 : 043230), Region (UNKNOWN), Job Sites (VM), Serial No (MACH_10601), and Unit No (10601). There is an 'Equipment Not in List' button and a 'Reset' button. The 'General Sample Information' section has fields for Meter Reading (LTD SMU), Job No, Order No, Sample Date (17 / 12 / 2010), Contact (Infotrak Staff), and Sampled Site (VMYALLA). There is also a checkbox for 'Include Details with Labels' and a 'Til Fuel Burn' field. The 'Compartments Sampled' section lists various vehicle components with checkboxes: DIFFERENTIAL - REAR, ENGINE-PRIMARY, FINAL DRIVE - L-REAR, FINAL DRIVE - LEFT, FINAL DRIVE - R-REAR, FINAL DRIVE - RIGHT, HYDRAULIC SYSTEM, TRANS-PS - PRIM, and Other. A green plus sign is next to the 'Other' checkbox.

Print Labels screen allows you to print labels to accompany the sample bottle.

Selection Criteria are already defaulted. If Print Labels is opened from the Analysis menu, then you will need to manually enter the Selection Criteria.

Equipment Not In List: click this button to enter information (Make, Model, Serial No and Unit No) for Equipment that has not yet been registered in the system.

In the **General Sample Information**, enter the Meter Reading and other information as required.

Compartments Sampled: Tick the boxes next to the compartments that have been sampled.

Other: If the component sampled is not in the list, tick the Other box, select the component from the dropdown box and then click the green plus sign to add the component to the list.

Label details are displayed on the right hand side of the screen for each compartment that is ticked.

You can enter notes and any Action Taken in the *Repairs/Cust Notes* and *Action Taken* fields.

Mandatory fields are displayed in red with an asterisk. In the screenshot, *Oil Type* and *Oil Grade* need to be entered.

The screenshot shows the 'Label Information' screen. It displays details for two compartments. The first compartment is 'DIFFERENTIAL - REAR' with Fluid Hours 57, Fluid Added 0, and Component Hours 0. The second compartment is 'HYDRAULIC SYSTEM' with Fluid Hours 6252, Fluid Added 0, and Component Hours 0. Both compartments have 'Oil Type' and 'Oil Grade' fields marked with a red asterisk, indicating they are mandatory. There are buttons for 'Print Labels', 'Add Labels to Queue', and 'Goto Queue (6 Items)'. A 'Comp. Edit' button is also visible next to the component hours field for each compartment.

Comp. Edit: Click this button to amend the initial component installation details or change-out the component (The user will need to have the access rights to change the component).

Print Labels: Clicking the button will print the labels immediately.

Add Labels to Queue: Clicking the button will add the labels to the queue.

Go to Queue: Clicking this button opens a new screen that displays the labels that have been added to the queue.

NOTE: You need to add labels to the queue before you are able to attach an image to the sample label.

Print Labels – Queue Details

Queue Details		Items in the Queue: (2)		
MACH_10601				
Compartment	Test Category	Meter Reading	Details	Date Added
FINAL DRIVE - L-REAR	Oil	47000	False	13/12/2010 12:02:18 PM
FINAL DRIVE - R-REAR	Oil	47000	False	13/12/2010 12:02:18 PM

Clear the Queue: Will clear the queue without printing the labels.

Print Blank Labels: Clicking this button will print labels with no data in the fields.

Generate Labels: This prints the labels in the queue. A message then appears asking if you would like to clear the queue. Clicking **OK** will clear the queue, clicking **Cancel** will leave the labels in the queue to be edited, reprinted or cleared at a later date.

Clicking a label in the queue will load its details on the print labels screen. You can then add image and document attachments and make any changes.