

# Creating labels from FLEET page

In Portal SOS

Assets Components

ADD MODIFY DELETE

-- Select filter -- Filter Details

ASSET ID	ASSET SERIAL NU...	MANUFACTURER	MODEL	DCN	JOBBSITE	DEALER	REGION
100-003989	6YG19999	CATERPILLAR	950F		004901 - Ecou		
100-003973	68323	EUCLID	R35_EUCLID		004901 - Ecourse ...		
100-003995	1FVABTAL23DK71...	FREIGHTLINER	FL70_FREIGHTLIN		004901 - Ecourse ...		
100-003990	9763-5814	KAWASAKI	95Z_KAWASAKI		004901 - Ecourse ...		
100-003977	450-28809	LIEBHERR	A954C		004901 - Ecourse ...		

1. Select Fleet
2. Enter Jobsite and hit enter to see your asset list OR enter the Asset ID (your equip number) and hit enter
3. Click on the asset number (in blue)

IF YOUR ASSET ISN'T IN THE LIST:

Please click ADD at the top left to add the asset. If you receive an error like below, please contact me directly with the asset information.

ADD ASSET

Failed to create equipment as it already exists

Asset ID: 100-003973

Serial No.: 68323

Manufacturer:  
EUCLID

Model: R35\_EUCLID

Dealer:

MODIFY

SUBMIT SAMPLES

ADD FLUID MAINTENANCE

- ✓ ✓ ENGINE
- ✓ TRANSMISSION
- ✓ DIFFERENTIAL
- ✓ HYDRAULIC SYSTEM
- ✓ FINAL DRIVE LEFT
- ✓ FINAL DRIVE RIGHT
- WHEEL HUB FRONT LEFT
- WHEEL HUB FRONT RIGHT
- ✓ FINAL DRIVE REAR LEFT
- ✓ FINAL DRIVE REAR RIGHT
- ✓ DIFFERENTIAL REAR

RESULTS	STATUS	LAB DATE	INTERP. TEXT	INTERP. DATE
--Select Option--	--Select Option--	--Select Option--		
✓	New	10/19/2016	NORMAL WEAR METAL ...	10/20/2016
✓	New	09/09/2016	NORMAL WEAR METAL ...	09/12/2016
✓	Closed	08/03/2016	NORMAL WEAR METAL ...	08/04/2016
✓	New	07/06/2016	NORMAL WEAR METAL ...	07/07/2016
✓	Closed	06/03/2016	NORMAL WEAR METAL ...	06/06/2016
⚠	New	05/09/2016	FUEL DILUTION ABOVE ...	05/10/2016

1. Select Submit Samples at the top of the asset page that comes up. This will send the entire component list for that asset over to submit samples.

Wizard Pending

1 Select Components 2 Sample Details 3 Summary

**SAMPLE DETAILS →**

Component Set -- Choose Set --

Search or Add Component

**REMOVE** **SAVE COMPONENT SET**

ASSET ID	COMPONENT	ASSET SERIAL NUMBER	ASSET MANUFACTURER	JOBSITE	MODEL
✓ 100-003973	ENGINE	68323	EUCLID	004901 - Ecourse MI (U.S. ...	
✓ 100-003973	TRANSMISSION	68323	EUCLID	004901 - Ecourse MI (U.S. ...	
✓ 100-003973	DIFFERENTIAL	68323	EUCLID	004901 - Ecourse MI (U.S. ...	
✓ 100-003973	HYDRAULIC SYSTEM				
✓ 100-003973	FINAL DRIVE LEFT				
✓ 100-003973	FINAL DRIVE RIGHT				
✓ 100-003973	WHEEL HUB FRONT LEFT				
✓ 100-003973	WHEEL HUB FRONT RIGHT				
✓ 100-003973	FINAL DRIVE REAR LEFT				

**CONFIRM**

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Are you sure you want to remove the selected component(s) ?

**OK** **CANCEL**

1. Select the components you DON'T want to create labels for, and click REMOVE. Answer OK when asked to confirm if you want to remove those samples.
2. Click on **SAMPLE DETAILS →** to move to the next step of label creation.

Wizard Pending

← ADD SAMPLES

1 Select Components 2 Sample Details 3 Summary

**SUBMIT SAMPLES →** CANCEL

68323/100-003973//

\* Sampled Date [ ] [ ] Asset Meter 0 Dealer Branch [ ] [ ]

Jobsite 004901 - Ecourse MI [ ] [ ] Location [ ]

Required Fields \*

ENGINE/100-004778// [ ] Delete

Sample Label No [ ]

Fluid Weight 15W-40 [ ] [ ]

Shop Job [ ]

Fluid Type [ ]

Component Meter [ ]

Meter On Fluid [ ]

Fluid Change [ ]

Makeup Fluid Units [ ] [ ]

Notes [ ]

Kidney Loop [ ]

Fluid Brand MOBIL [ ] [ ]

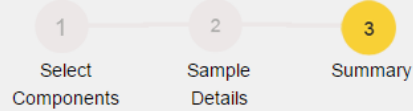
Filter Change [ ]

Makeup Fluid [ ]

Priority [ ] [ ]

PM Interval [ ] [ ]

1. As with previous web tools, be sure to fill in the header information, including sample date, jobsite (select the right one if it isn't already displayed), asset meter hours. Also, for each component, please fill in the fluid hours, confirm brand and weight of fluid are correct (populate if blank), and indicate if fluid and filter have been changed. These are the essential pieces for each label, but fill in the other fields if applicable also (notes to the lab can be entered in NOTES field, for example). Click SUBMIT SAMPLES when complete.

[Wizard](#) [Pending](#)
**SELECT COMPONENTS**

**PRINT LABELS** ▼

- 2" x 4" inch (10 per sheet)
- Large (3 labels per 8" x 11" inch page)
- 2" x 4" inch (1 per label printer page)
- 1-1/3" x 4" (14 per sheet)
- Large A4 (3 labels/sheet)

68323/100-003973//

\* Sampled Date 10/26/2016

Asset Meter 0

Dealer

Location

JobSite 004507 - LCourse Mt (U.S. Steel)

ENGINE/100-004778//

Sample Label No

Fluid Weight 15W-40

Makeup Fluid Units

	S/N: <b>68323</b>
	Unit <b>100-003973</b>
	<b>ENGINE</b>
	Additional Information:
153974633	

	S/N: <b>68323</b>
	Unit <b>100-003973</b>
	<b>FINAL DRIVE RIGHT</b>
	Additional Information:
153974638	

	S/N: <b>68323</b>
	Unit <b>100-003973</b>
	<b>TRANSMISSION</b>
	Additional Information:
153974634	

	S/N: <b>68323</b>
	Unit <b>100-003973</b>
	<b>FINAL DRIVE REAR LEFT</b>
	Additional Information:
153974639	

1. Select PRINT LABELS
2. Select 2"x4" inch (10 per sheet)
3. New labels will look as shown to the right →