

PM Percent Complete by Resource (Date Range) (Graph)

REPORT DESCRIPTION

The report provides a completion percentage for PM Work Orders for a given date range. Grouped by Resource Assigned it lists all PM Work Orders. For report inclusion, the report uses data available.

INFORMATION IN USE

- Work Order Number
- Account Description
- Asset Number
- Resource - the assigned technician to the work order. This occurs either by default assignment on the PM Schedule or following work order creating using the assignment/mass edit wizard.

REFERENCE ITEMS

- Clear descriptions on the PM Schedules for reflection as work order description
- Ensure correct statuses are used:
 - Active
 - Complete or Closed
- Effective management of PM type work orders; ensure completion data is entered when completing / closing work order

IMPORTANT NOTE

Failure to correctly enter completion dates when setting a work order to complete / closed will cause incorrect/unnecessary negative results within the report.