

Maximo

This three-day course begins with an overview of and introduction to the MAXIMO environment. Database login requirements and main menus are then described. Also included are the basics of creating PMs and job plans, and lessons on setting up and maintaining an organization's location and equipment hierarchies. An in-depth look at the work order processing, labor reporting, and entering purchase requisitions.

I. Introduction to MAXIMO

II. Database Login

III. MAXIMO Main Menus

- Work Orders
- PM's
- Inventory
- Equipment
- Purchasing
- Job Plans
- Labor
- Calendars
- Resources
- Custom Applications
- Setup
- Utilities

IV. MAXIMO Navigation

- Definitions
- Screens
- Query
- Drilldown
- Long Descriptions
- MAXIMO Hints

V. Work Orders

- Work Order Tracking Screen
- Work Order Status
- Job Plans

VI. Labor Reporting

- Labor Reporting in Work Order Tracking Screen
- Labor Reporting in Labor Module

VII. Entering Purchase Requisitions