



LOAMSSM

Lube Oil Analysis Management System

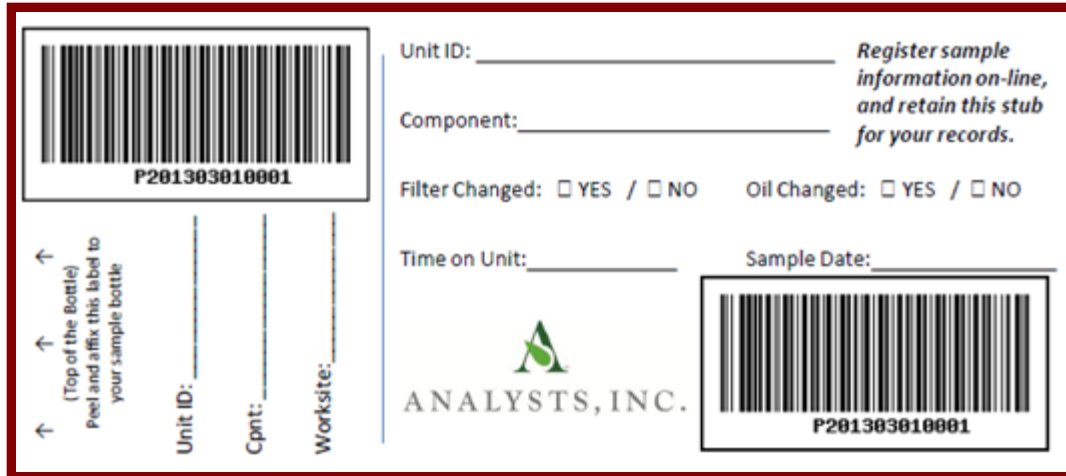
Quick Start Guide: Labels (P-Labels)



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Move Forward with Confidence

P-Labels



Unit ID: _____ *Register sample information on-line, and retain this stub for your records.*

Component: _____

Filter Changed: YES / NO Oil Changed: YES / NO

Time on Unit: _____ Sample Date: _____

↑
↑ (Top of the Bottle)
↑ Peel and affix this label to your sample bottle

Unit ID: _____
Cpnt: _____
Worksite: _____

ANALYSTS, INC.

P201303010001

- P-labels are pre-printed bar code labels used for submitting samples
- P-labels are used with a scanner when completing the label process
- The P-label must be filled out by hand and registered online to complete the process
- If you are interested in starting the P-label program please contact your system administrator

Labels: Explore Tab or Find Tab



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Select Language English

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HOME SAMPLES EQUIPMENT LABELS REPORTS PREFERENCES ADMIN

Quick Search Need Help ?

New Samples History/Status

Filters -- Select Filter -- + ✕

No units selected for sampling. Use a filter above or select from the Equipment Page:

Use Checkboxes in Equipment Tree

or

Find Equipment and Check

HOME SAMPLES EQUIPMENT LABELS REPORTS PREFERENCES ADMIN

Browse Tree Find Units

Quick filter here... 2

Compare Graph Print Labels

- 1 A-24 White Gmc Trucks Unknown/Unspecified
 - A-26 International 7400
 - ENGINE
 - A-27 International 7400
 - ENGINE
 - A-28 International 4900
 - A-29 International 2554
 - A-30 International 7400
 - A-31 International 4900
 - A-32 International 7400
 - A-33 Caterpillar 938G
 - A-35 John Deere 650J
 - A-37 Not Specified Unknown/Unspecified
 - A-76 Freightliner FL70
 - A-80 Not Specified Unknown/Unspecified
 - A-94 Freightliner FLD
 - A-95 Ford LNT 9000
 - A-97 Deere & Co. 200CLC EXCAVATOR
 - A36 Not Specified BW 11RH
 - B.R. Enterprises, Hollansburg, OH
 - Barrett Paving Materials, Cincinnati, OH
 - Blue Linx, Walton, KY

HOME SAMPLES EQUIPMENT LABELS REPORTS PREFERENCES ADMIN

Browse Tree Find Units 2

Clear Print Labels Download Equipment

Customer	Worksite	Unit ID
alabama	Filter...	Filter...
<input checked="" type="checkbox"/> Alabama River Cellulose Llc	PERDUE HILL	01-475203
<input checked="" type="checkbox"/> Alabama River Cellulose Llc	PERDUE HILL	01-472169
<input checked="" type="checkbox"/> Alabama River Cellulose Llc	PERDUE HILL	01-475202
<input type="checkbox"/> Alabama River Cellulose Llc	PERDUE HILL	01-475207
<input type="checkbox"/> Alabama River Cellulose Llc	PERDUE HILL	01-725305
<input type="checkbox"/> Alabama River Cellulose Llc	PERDUE HILL	08-7253046
<input type="checkbox"/> Alabama River Cellulose Llc	PERDUE HILL	01-715702
<input type="checkbox"/> Alabama River Cellulose Llc	PERDUE HILL	01-715702
<input type="checkbox"/> Alabama River Cellulose Llc	PERDUE HILL	TOTE 18
<input type="checkbox"/> Alabama River Cellulose Llc	PERDUE HILL	TOTE 19
<input type="checkbox"/> Alabama River Cellulose Llc	PERDUE HILL	TOTE 27

There are two ways to find equipment to register your labels. The first is through the **Browse Tree** and the second is through the **Find Units** tab. To begin, click on the **Equipment** tab.

Equipment Hierarchy



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- HOME
- SAMPLES
- EQUIPMENT**
- LABELS
- REPORTS
- PREFERENCES
- ADMIN

Quick Search Need Help ?

Browse Tree

Find Units

Quick filter here...

Compare Graph Print Labels

- ACME CORPORATION - PARS, Cincinnati, OH
 - ACME - CENTRAL OHIO MARKET
 - Acme - 180260, Circleville Recycling MRF
 - Acme - 180513, Richland County Recycling
 - 82128 Volvo L9
 - 82129 Volvo L110E
 - 82210 Deutz Corp. BF4M1011F
 - ENGINE
 - FINAL DRIVE LEFT
 - FINAL DRIVE RIGHT
 - HYDRAULIC
 - 82211 Thomas 243
 - 82213 Bobcat 853
 - Acme - 180520, Columbus OH Recycling MRF
 - Acme - 180680, Chillicothe Recycling
 - Acme - 180690, MT. Vernon Recycling
 - Acme - 20140, Beech Hollow Landfill
 - Acme - 20160, PIKE COUNTY LANDFILL
 - Acme - 20511, Harvard Road Transfer Sta.
 - Acme - 20512, Noble Road Landfill
 - Acme - 20514, Richland County Transfer Sta.
 - Acme - 20520, Columbus OH Transfer Sta.
 - Acme - 70060, Ohio Valley Shop
 - Acme - 70063, Ohio Valley Transfer Sta
 - Acme - 70140, Beech Hollow Garage
 - Acme - 70160, PIKE COUNTY
 - Acme - 70260, Circleville

Sample History

Component Details

Maintenance

ENGINE

Component: ENGINE	Position:
Manufacturer: Deutz Corp.	Model: -
Serial Number:	Fuel Type: Diesel
Oil Manufacturer: SHELL	Oil Brand: ROTELLA T3
Oil Grade: 15W40	Oil Capacity:
Oil Units: GL	Cooling System Type: UNKNOWN - NOT SPECIFIED
Sample Frequency: 90	Next Sample: Aug 08, 2016
Last Sample: May 10, 2016	

Modify Component

✕ Distribution List

To select your equipment through the Browse Tree, expand the hierarchy to the Unit(s) and Component(s) you are looking to print labels for. Next, select the checkbox next to them and click on the **Print Labels** button.

Find Units



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HOME SAMPLES **EQUIPMENT** LABELS REPORTS PREFERENCES

Quick Search Need Help ?

Browse Tree Find Units

Clear Print Labels Download Equipment

Filters -- Select Filter - + ✕

<input type="checkbox"/>	Customer	Worksite	Unit ID	Unit Manufacturer	Unit Model	Component
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="82210"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="Engine"/>
<input checked="" type="checkbox"/>	Acme - 180513	Richland County Recycling	82210	Deutz Corp.	BF4M1011F	ENGINE

To select your equipment through the **Find Units** tab, search for the unit and components you want to register labels for. Next select the checkbox next to them and click on the **Print Labels** button.

Filling Out the Label



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HOME SAMPLES EQUIPMENT LABELS REPORTS PREFERENCES

Quick Search Need Help ?

New Samples History/Status

Remove All Submit Samples

Filters -- Select Filter -- + ✎ required fields

+ Fast Fill

	Unit ID/Component	Sampled Date	Unit Age	Lube Age	Age Units	Lube	Lube Added
🗑️	82210 ENGINE	<input type="text" value="Jan 05, 2018"/>	<input type="text" value="16000"/>	<input type="text" value="851"/>	<input type="text" value="Hr"/>	<input 15w40"="" rotella="" t3"="" type="text" value="SHELL "/>	<input type="text"/>
	Last Sample:04/21/2016 Unit Age:15149 Lube Age:213	Tracking Number: ➔ <input type="text" value="P201303010001"/>		Filter Changed: <input type="text" value="Yes"/>		Comment: <input type="text" value="Demo Comment"/>	
				Lube Service: <input type="text" value="Changed"/>			

Fill out the required fields highlighted in yellow. You can also add additional comments you'd like the lab to know in the **Comment** field. Please scan or type in the P-tracking number exactly as it is listed on your label. Once all fields are filled out click the **Submit Samples** button.

Filling Out the Label



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HOME SAMPLES EQUIPMENT LABELS REPORTS PREFERENCES

Quick Search Need Help ?

New Samples History/Status

Remove All Submit Samples

Filters

-- Select Filter -- +

required fields

[+ Fast Fill](#)

Copy to All Samples

Sampled Date	Unit Age	Age Units	Lube
<input type="text" value="MMM dd, yyyy"/>	<input type="text" value="0"/>	<input type="text" value=""/>	<input type="text" value=""/>
Filter Changed:	<input type="text" value=""/>	Comment:	<input type="text" value=""/>
Lube Service:	<input type="text" value=""/>		

Unit ID/Component	Sampled Date	Unit Age	Lube Age	Age Units	Lube	Lube Added
82210 ENGINE	<input type="text" value="Jan 05, 2018"/>	<input type="text" value="16000"/>	<input type="text" value="851"/>	<input type="text" value="Hr"/>	<input 15w40"="" rotella="" t3"="" type="text" value="SHELL "/>	<input type="text" value=""/>
Last Sample:04/21/2016 Unit Age:15149 Lube Age:213	Tracking Number:	<input type="text" value="P201303010001"/>	Filter Changed:	<input type="text" value="Yes"/>	Comment:	<input type="text" value="Demo Comment"/>
			Lube Service:	<input type="text" value="Changed"/>		

Clicking on the **+ Fast Fill** link allows you to save time when registering several samples at the same time. Fill out the fields that will be the same and click **Copy to All Samples**. Please be sure to enter in each separate P-label tracking number for each sample.

History/Status



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HOME SAMPLES EQUIPMENT LABELS REPORTS PREFERENCES

Quick Search

Need Help ?

New Samples

History/Status

Status Report Print Labels 1 Label Sheet Start Position

Filters

-- Select Filter --

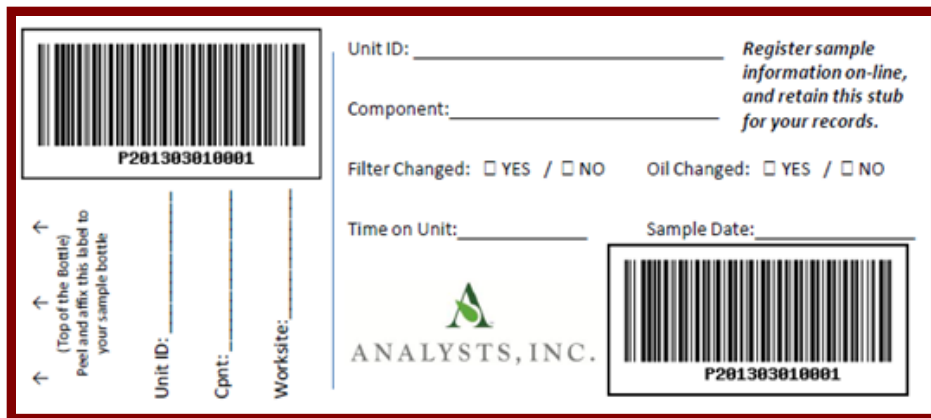
Filter History

<input checked="" type="checkbox"/>	Unit ID/Component	Sampled Date	Unit Age	Lube Age	Age Units	Lube	Lube Added
<input checked="" type="checkbox"/>	82210 ENGINE	01/05/2018	16000	851	Hours	SHELL "ROTELLA T3" 15W40	
	Last Sample:04/21/2016 Unit Age:15149 Lube Age:0	Tracking Number:	P201303010002	Filter Changed:	Yes	Comment:	Demo Comment
				Lube Service:	Changed		
	Modify Delete Submitted Date:01/05/2018 Submitted By:mmcbayne Status: Not Received Worksite:Richland County Recycling						

This will bring you to the **History/Status** tab where you will see your registered sample label. You can now affix the label to the bottle and ship to the lab for processing.

Affix Label to Sample

Keep this portion for your records.




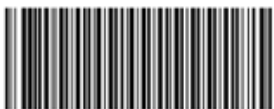
Unit ID: _____ *Register sample information on-line, and retain this stub for your records.*


Component: _____

Filter Changed: YES / NO Oil Changed: YES / NO

Time on Unit: _____ Sample Date: _____

 ANALYSTS, INC.


P201303010001


P201303010001

↑
↑
↑
(Top of the Bottle)
Peel and affix this label to
your sample bottle

Unit ID: _____

Cpnt: _____

Worksite: _____



Tear off this portion and affix it to your sample bottle.

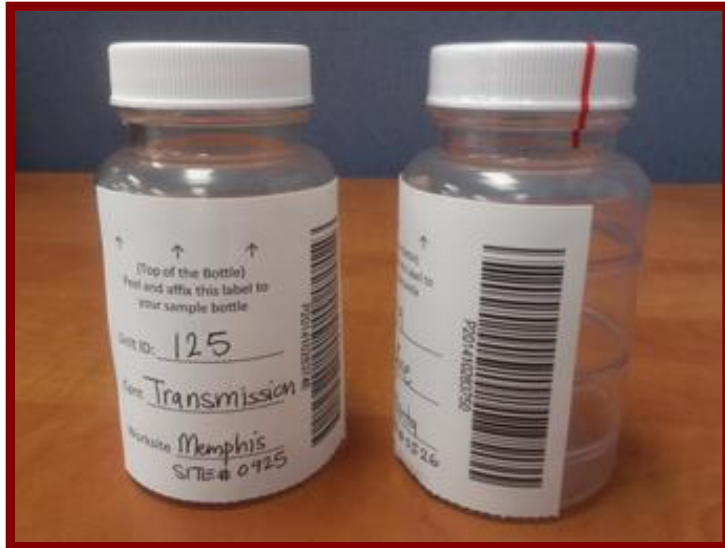
Label Do's and Don't's

Label Do's

- Register your labels online before sending them to the Laboratory
- Fill out labels completely and correctly.
 - Missing information reduces the accuracy of used oil analysis reporting
- Affix label to the bottle correctly.
 - The barcode should be vertical
- Make sure the lid is on securely.
- Confirm the sample matches what was registered online

Label Don't's

- Do not send P-label samples that have NOT been registered online.
- Do not use a label for more than one sample.



History/Status



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HOME SAMPLES EQUIPMENT **LABELS** REPORTS PREFERENCES

Quick Search

Need Help ?

New Samples

History/Status

Status Report Print Labels 1 Label Sheet Start Position

Filters

-- Select Filter --

Filter History

<input checked="" type="checkbox"/>	Unit ID/Component	Sampled Date	Unit Age	Lube Age	Age Units	Lube	Lube Added
<input checked="" type="checkbox"/>	82210 ENGINE	01/05/2018	16000	851	Hours	SHELL "ROTELLA T3" 15W40	
	Last Sample:04/21/2016 Unit Age:15149 Lube Age:0	Tracking Number:	P201303010002	Filter Changed:	Yes	Comment:	Demo Comment
				Lube Service:	Changed		
	Modify Delete Submitted Date:01/05/2018 Submitted By:mmcbayne Status: Not Received Worksite:Richland County Recycling						

The **History/Status** tab is where you can see all the information that was filled out on the label: the submitted date, which user submitted the sample, the status, and the worksite.

Filter History



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HOME SAMPLES EQUIPMENT LABELS REPORTS PREFERENCES

Quick Search Need Help ?

New Samples History/Status

Status Report Print Labels 1 Label Sheet Start Position

Filters -- Select Filter -- +

Filter History



Select Date Range

Today Last 30 Days Last 60 Days Only Samples in Date Range

Earliest: Latest:

Add Filters

Component	Unit ID	Worksite	Tracking Number	Status
<input type="text"/>	<input type="text" value="82210"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>



<input checked="" type="checkbox"/>	Unit ID/Component	Sampled Date	Unit Age	Lube Age	Age Units	Lube	Lube Added
<input checked="" type="checkbox"/>	82210 ENGINE	01/05/2018	16000	851	Hours	SHELL "ROTELLA T3" 15W40	
	Last Sample:04/21/2016 Unit Age:15149 Lube Age:0	Tracking Number:	P201303010002	Filter Changed: Yes Lube Service: Changed		Comment: Demo Comment	
	Modify Delete Submitted Date:01/05/2018 Submitted By:mmcbayne Status: Not Received Worksite:Richland County Recycling						

The **Filter History** link lets you search for previously submitted samples. Expand the box and fill out your search parameters. Once complete, click the **Submit Search Criteria** button.

Tracking a Sample



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HOME SAMPLES EQUIPMENT LABELS REPORTS PREFERENCES

Quick Search Need Help

New Samples History/Status

Status Report Print Labels 1 Label Sheet Start Position

Filters -- Select Filter -- +

Filter History

<input checked="" type="checkbox"/>	Unit ID/Component	Sampled Date	Unit Age	Lube Age	Age Units	Lube	Lube Added
<input checked="" type="checkbox"/>	82210 ENGINE	01/05/2018	16000	851	Hours	SHELL "ROTELLA T3" 15W40	
	Last Sample:04/21/2016 Unit Age:15149 Lube Age:0	Tracking Number:	P201303010002	Filter Changed:	Yes	Comment:	Demo Comment
				Lube Service:	Changed		
	Modify Delete Submitted Date:01/05/2018 Submitted By:mmcbayne Status: Not Received Worksite:Richland County Recycling						

You can track a sample by viewing the **Status**.

There are three different Status options that will display:

- **Not Received** – This sample has not been received by the lab.
- **Received** - This sample has been received by the lab and is in processing.
- **Completed** – The sample is complete – click the link to view the report.

Modify or Delete a Label



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HOME SAMPLES EQUIPMENT LABELS REPORTS PREFERENCES

Quick Search Need Help

New Samples History/Status

Status Report Print Labels 1 Label Sheet Start Position

Filters -- Select Filter -- + ✎

Filter History

<input checked="" type="checkbox"/>	Unit ID/Component	Sampled Date	Unit Age	Lube Age	Age Units	Lube	Lube Added
<input checked="" type="checkbox"/>	82210 ENGINE	01/05/2018	16000	851	Hours	SHELL "ROTELLA T3" 15W40	
	Last Sample:04/21/2016 Unit Age:15149 Lube Age:0	Tracking Number:	P201303010002	Filter Changed:	Yes	Comment:	Demo Comment
				Lube Service:	Changed		
	Modify Delete Submitted Date:01/05/2018 Submitted By:mmcbayne Status: Not Received Worksite:Richland County Recycling						



You can delete or modify information on a label as long as the sample status says **Not Received**. To do so, click the **Modify** or **Delete** links.

Status Report



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HOME SAMPLES EQUIPMENT LABELS REPORTS PREFERENCES

Quick Search

Need Help ?

New Samples

History/Status

Status Report

Print Labels

1

Label Sheet
Start Position

Filters

-- Select Filter --



Filter History

<input checked="" type="checkbox"/>	Unit ID/Component	Sampled Date	Unit Age	Lube Age	Age Units	Lube	Lube Added
<input checked="" type="checkbox"/>	82210 ENGINE	01/05/2018	16000	851	Hours	SHELL "ROTELLA T3" 15W40	
<input checked="" type="checkbox"/>	Last Sample:04/21/2016 Unit Age:15149 Lube Age:0	Tracking Number:	P201303010002	Filter Changed:	Yes	Comment:	Demo Comment
				Lube Service:	Changed		
	Modify Delete Submitted Date:01/05/2018 Submitted By:mmcbayne Status: Not Received Worksite:Richland County Recycling						

The **Status Report** button lets you generate a printable PDF report of recent samples that were submitted. To print a report select the checkboxes next to the labels you'd like to print and click **Status Report**. A new window will open up with your report.

Status Report



1 / 1



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Sample Submitted History

Report Date: Jan 5, 2018 11:31:40 AM

Start Date: 01/05/18

Report User: mmcbayne

End Date: 01/05/18

Sample Date	Status	User Submitted	Tracking Number	Unit ID/Component	Unit Age	Lube Age	Lube	Lube Added	Filter Change	Lube Service	Comments
01/05/18	Not Received	mmcbayne	P201303010002	82210 ENGINE	16000 Hours	851	SHELL ROTELLA T3 15W40		Yes	C	Demo Comment

To print, select **Print** from your PDF window. You can also print by using your keyboard (Hold down 'CTRL' and the letter 'P' at the same time).



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