



LOAMSSM
Lube Oil Analysis Management System



Quick Start Guide

Administrator Advanced

Administrator Advanced



► Learn about:

1. Searching and moving users in the hierarchy
2. Modifying accounts

Data Access & Roles

LOAMS gives you the ability to be the administrator for your company. The Admin tab lets you add and manage users, assign permissions and roles to users, and modify accounts.

When setting up a new user there are two things to take into account – Data access and Roles. See definitions below:

Data Access

- Determines worksites and equipment viewed by user

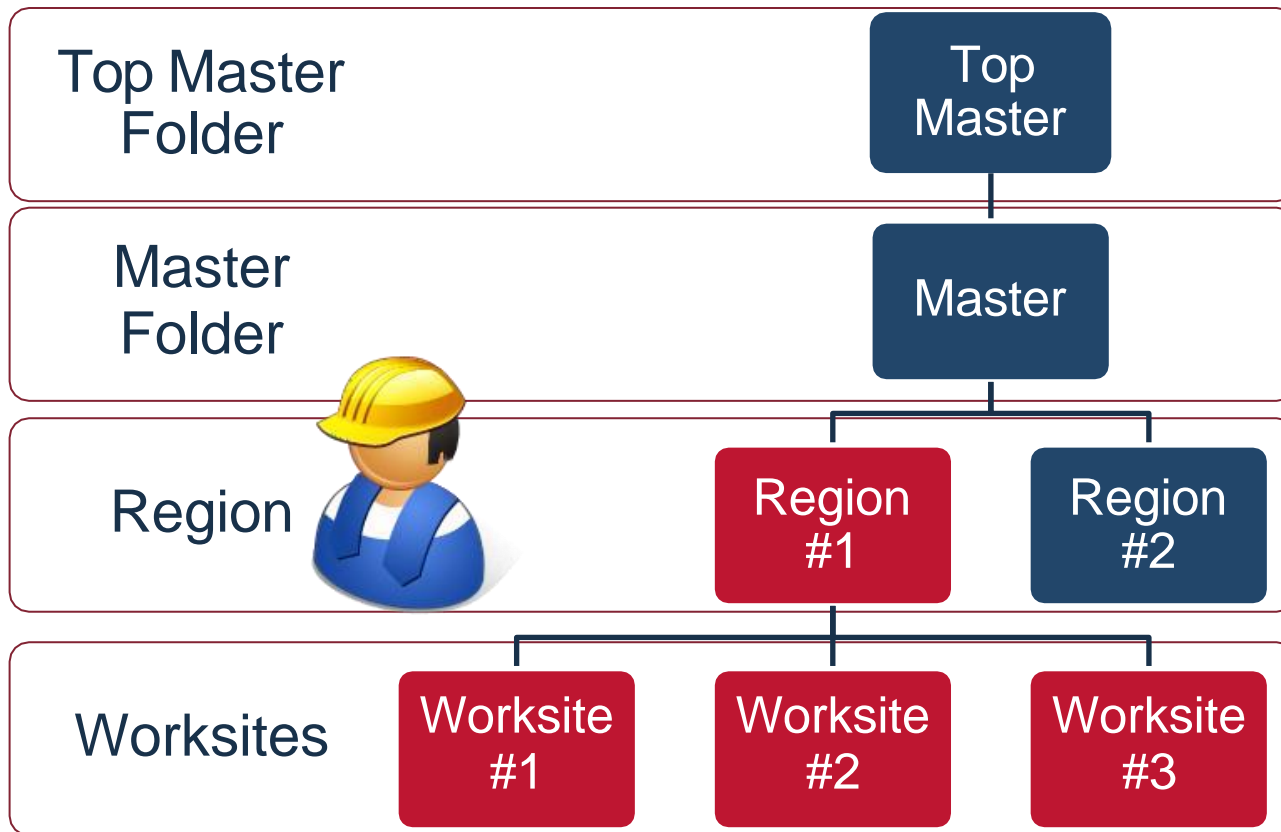
Roles

(Permission Levels)

- Determines what features a user has access to

Data Access Explanation

Below is an example of Data Access: Our user is set up at the Region #1 folder and online he can view Region #1, Worksite #1, 2, and 3.



Roles Explanation

When setting up a new user you must assign a role to them. Roles determine what features a user has access to. By default most users are set up as Sampler + Reports. Below explains each default role:



Administrator

- Manage Users, Add/Modify user accounts
- Equipment Management, Move/Update Unit & Component Records
- Run Management Reports



Manager

- Equipment Management, Move/Update Unit & Component Records
- Run Reports



Sampler + Report

- Can Only View Equipment / Print Labels
- Run Management Reports



Sampler

- Can Only View Equipment / Print Labels

Searching for Users



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Need Help ?

Search

John Doe

HOME ACTIONS SAMPLES LABELS EQUIPMENT ANALYTICS REPORTS DISTRIBUTION ADMIN PREFERENCES

All Users

Admin / Users

+ NEW USER

+ Add Filter

FULL NAME	EMAIL	COMPANY	ROLE	USER NAME	USER STATUS	LAST LOGIN
Jane Doe	janedoe@abc.com		Manager	janedoe	Active	
Jim Doe	jimdoe@12345.com		Sampler + Reports	jimdoe	Active	
John Doe	johndoe@bureauveritas.com		Administrator	quickstartdemo	Active	04/17/2023

Showing 10 rows 1 of 1



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Search

John Doe

HOME ACTIONS SAMPLES LABELS EQUIPMENT ANALYTICS REPORTS DISTRIBUTION ADMIN PREFERENCES

All Users

Admin / Users

+ NEW USER

+ Add Filter

FULL NAME	EMAIL	COMPANY	ROLE	USER NAME	USER STATUS	LAST LOGIN
Jane Doe	janedoe@abc.com		Manager	janedoe	Active	

Showing 10 rows

Find users by using the **Search Bar** on the top of the screen. You can search by full name, email, company, role, username or user status. In the user status field, you can search for active and inactive users.

Searching for Users



LOAMS
Laboratory Management System

Need Help ?

Search

John Doe

HOME ACTIONS SAMPLES LABELS EQUIPMENT ANALYTICS REPORTS DISTRIBUTION ADMIN PREFERENCES

User Details for Jane Doe

Admin / Users / Jane Doe

← BACK



Jane Doe

janedoe@abc.com

Last sign in: Never

Created On: April 12, 2023

Change Password

Reset Password

User Details

Permissions

Attributes

Groups

Edit details below for Jane Doe

SAVE DETAILS

User Name*

janedoe

First Name*

Jane

Last Name*

Doe

Email*

janedoe@abc.com

Company

Job Title

Phone

Address 1

Address 2

City

State / Province

Reference

Language*

English

Role*

Manager

User Status



Once you select the correct user, you can edit their account details under “User Details”. You can also update their password by using the “Change Password” or “Reset Password” buttons on the left side.

Moving Users



Need Help ?

Search

John Doe

HOME ACTIONS SAMPLES LABELS EQUIPMENT ANALYTICS REPORTS DISTRIBUTION ADMIN PREFERENCES

User Details for Jane Doe

Admin / Users / Jane Doe

← BACK

Jane Doe
janedoe@abc.com

Last sign in: Never
Created On: April 12, 2023

Change Password

Reset Password

User Details Permissions Attributes **Groups**

USER GROUPS

Shown below are all the groups for Jane Doe

DATA ACCESS

Bureau Veritas Top Master

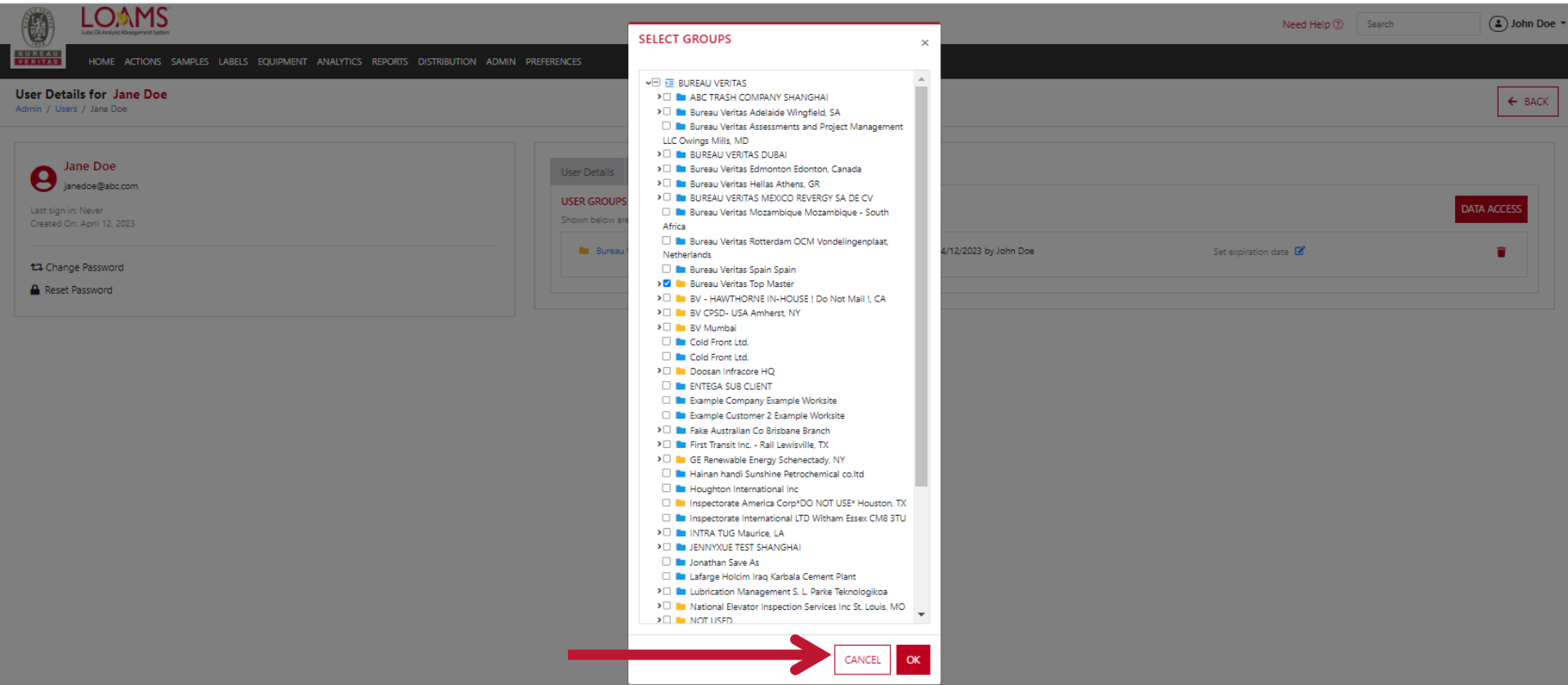
Added on 04/12/2023 by John Doe

Set expiration date



To change a users customer access, select the “Groups” tab. Here you will see their current access. To change it, select the “Data Access” button. Once selected, a new tab will open.

Moving Users



The screenshot shows the LOAMS (Laboratory Oil Analysis Management System) interface. The top navigation bar includes 'HOME', 'ACTIONS', 'SAMPLES', 'LABELS', 'EQUIPMENT', 'ANALYTICS', 'REPORTS', 'DISTRIBUTION', 'ADMIN', and 'PREFERENCES'. The user details for Jane Doe are visible, including her email (janedoe@abc.com) and last sign-in time (Never). A 'SELECT GROUPS' dialog box is open in the center, displaying a list of user groups with checkboxes. A red arrow points to the 'CANCEL' button at the bottom of the dialog.

SELECT GROUPS

- BUREAU VERITAS
 - ABC TRASH COMPANY SHANGHAI
 - Bureau Veritas Adelaide Wingfield, SA
 - Bureau Veritas Assessments and Project Management LLC Owings Mills, MD
 - BUREAU VERITAS DUBAI
 - Bureau Veritas Edmonton Edonton, Canada
 - Bureau Veritas Hellas Athens, GR
 - BUREAU VERITAS MEXICO REVERGY SA DE CV
 - Bureau Veritas Mozambique Mozambique - South Africa
 - Bureau Veritas Rotterdam OCM Vondelingenplaat, Netherlands
 - Bureau Veritas Spain Spain
 - Bureau Veritas Top Master
 - SV - HAWTHORNE IN-HOUSE I Do Not Mail I, CA
 - SV CP5D- USA Amherst, NY
 - SV Mumbai
 - Cold Front Ltd.
 - Cold Front Ltd.
 - Doosan Infracore HQ
 - ENTEGA SUB CLIENT
 - Example Company Example Worksite
 - Example Customer 2 Example Worksite
 - Fake Australian Co Brisbane Branch
 - First Transit Inc - Rail Lewisville, TX
 - GE Renewable Energy Schenectady, NY
 - Hainan handi Sunshine Petrochemical co.ltd
 - Houghton International Inc
 - Inspectorate America Corp*DO NOT USE* Houston, TX
 - Inspectorate International LTD Witham Essex CM8 3TU
 - INTRA TUG Maurice, LA
 - JENNYXUE TEST SHANGHAI
 - Jonathan Save As
 - Lafarge Holcim Iraq Karbala Cement Plant
 - Lubrication Management S. L. Parke Teknologikoa
 - National Elevator Inspection Services Inc St. Louis, MO
 - NOT IJSEF

A screen will open up where you can update the users access. You can give access to multiple customers and sites by selecting the check box. Make sure to press “OK” afterwards.

Moving Users



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Laboratory Management System

Need Help ?

Search

User was saved successfully

HOME ACTIONS SAMPLES LABELS EQUIPMENT ANALYTICS REPORTS DISTRIBUTION ADMIN PREFERENCES

User Details for Jane Doe

Admin / Users / Jane Doe

← BACK



Jane Doe

janedoe@abc.com

Last sign in: Never

Created On: April 12, 2023

Change Password

Reset Password

User Details Permissions Attributes **Groups**

USER GROUPS

Shown below are all the groups for Jane Doe

DATA ACCESS

Bureau Veritas Top Master

Added on 04/12/2023 by John Doe

Set expiration date

BV - HAWTHORNE IN-HOUSE! Do Not Mail L, CA

Added on 04/17/2023 by John Doe






Set expiration date

After you press "OK" you will get a pop up notification on the upper right hand side. This is confirmation that the changes have been saved.

LOAMS - The Lube Oil Analysis Management System



LOAMS — The Lube Oil Analysis Management System — by Bureau Veritas gives you access to real-time oil analysis data from your computer, tablet or mobile device. LOAMS is:

-  **Cloud-Based** Multiple graphing functions allow users to create custom graphs to plot trends and compare equipment.
-  **Scalable** LOAMS can be scaled to match your needs.
-  **Configurable** Data access, user permissions and system functionalities can be configured by user or company.
-  **Customizable** Users can customize the application to manage data according to individual needs and preferences.
-  **Simple** User-friendly interface provides a simple and easy-to-use application for all skill levels.



LOAMS SUPPORT DESK

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