



Quick Start Guide

Customizing Your Sample Inbox

○ Objectives:

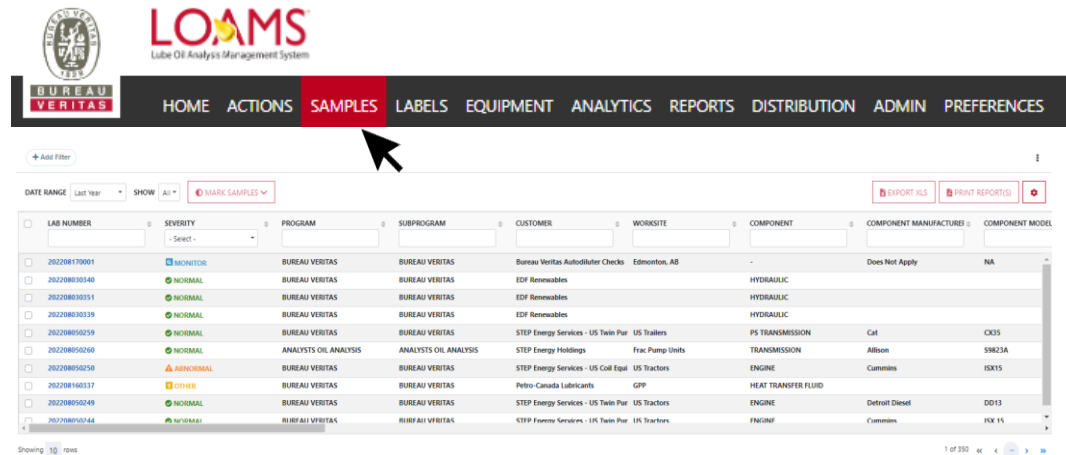
- 1** Review the samples tab
- 2** Explore the various customization features for the samples inbox
- 3** Learn how to customize your samples inbox



Customizing Your Samples Inbox

- The samples inbox can be easily configured in LOAMS. You can quickly access this section by clicking the samples tab. In this quick start guide, you'll:

- ✓ Review the samples tab
- ✓ Explore the various customization features for the samples inbox
- ✓ Learn how to customize your sample inbox



LOAMS
Lube Oil Analysis Management System

BUREAU VERITAS

HOME ACTIONS **SAMPLES** LABELS EQUIPMENT ANALYTICS REPORTS DISTRIBUTION ADMIN PREFERENCES

+ Add Filter

DATE RANGE: Last Year SHOW: All MARK SAMPLES EXPORT ALS PRINT REPORTS

LAB NUMBER	SEVERITY	PROGRAM	SUBPROGRAM	CUSTOMER	WORKSITE	COMPONENT	COMPONENT MANUFACTURER	COMPONENT MODEL
202208170001	MONITOR	BUREAU VERITAS	BUREAU VERITAS	Bureau Veritas Autodiagnoser Checks	Edmonton, AB	-	Does Not Apply	NA
202208030340	NORMAL	BUREAU VERITAS	BUREAU VERITAS	EDF Renewables		HYDRAULIC		
202208030351	NORMAL	BUREAU VERITAS	BUREAU VERITAS	EDF Renewables		HYDRAULIC		
202208030359	NORMAL	BUREAU VERITAS	BUREAU VERITAS	EDF Renewables		HYDRAULIC		
202208050259	NORMAL	BUREAU VERITAS	BUREAU VERITAS	STEP Energy Services - US Twin Pur	US Trailers	PS TRANSMISSION	Cat	CK35
202208050260	NORMAL	ANALYSTS OIL ANALYSIS	ANALYSTS OIL ANALYSIS	STEP Energy Holdings	Frac Pump Units	TRANSMISSION	Allison	58R23A
202208050250	ABNORMAL	BUREAU VERITAS	BUREAU VERITAS	STEP Energy Services - US Coil Equi	US Tractors	ENGINE	Cummins	ISX15
202208160317	OTHER	BUREAU VERITAS	BUREAU VERITAS	Petro-Canada Lubricants	GPP	HEAT TRANSFER FLUID		
202208050249	NORMAL	BUREAU VERITAS	BUREAU VERITAS	STEP Energy Services - US Twin Pur	US Tractors	ENGINE	Detroit Diesel	DD15
202208050248	NORMAL	BUREAU VERITAS	BUREAU VERITAS	STEP Energy Services - US Twin Pur	US Tractors	ENGINE	Cummins	ISX 15

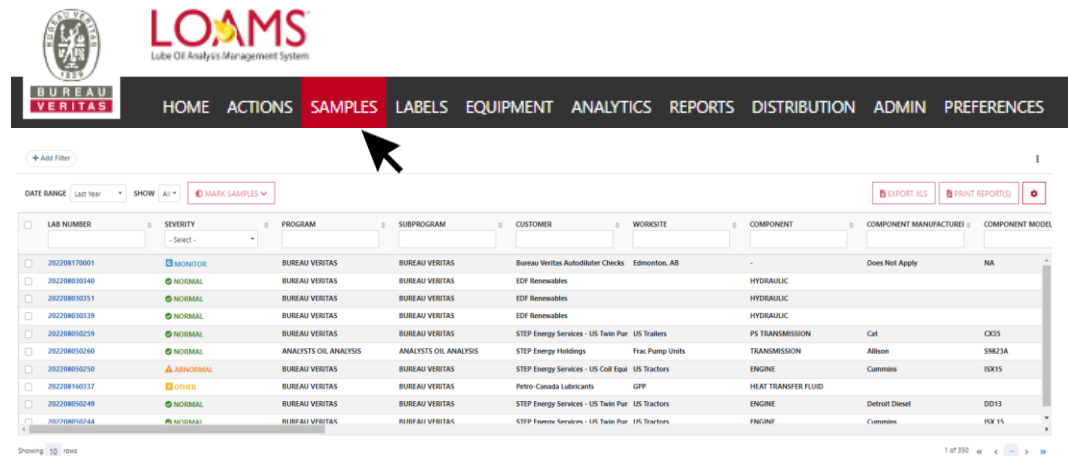
Showing 10 rows 1 of 350



Sample Inbox: Customization Features

- In the inbox page, you will see a list of all your samples. This list contains sample data that can be arranged and customized as you prefer. In this samples inbox, LOAMS users can:

- ✓ Reorder columns
- ✓ Show columns
- ✓ Hide columns
- ✓ Apply custom date ranges
- ✓ Filter viewed and unviewed sample data
- ✓ Sort data in ascending and descending order



The screenshot shows the LOAMS interface with the 'SAMPLES' tab selected. The table below contains the following data:

LAB NUMBER	SEVERITY	PROGRAM	SUBPROGRAM	CUSTOMER	WORKSITE	COMPONENT	COMPONENT MANUFACTURER	COMPONENT MODEL
202208170001	MONITOR	BUREAU VERITAS	BUREAU VERITAS	Bureau Veritas AutoDiagnoser Checks	Edmonton, AB	-	Does Not Apply	NA
202208030340	NORMAL	BUREAU VERITAS	BUREAU VERITAS	EDF Renewables		HYDRAULIC		
202208030351	NORMAL	BUREAU VERITAS	BUREAU VERITAS	EDF Renewables		HYDRAULIC		
202208030359	NORMAL	BUREAU VERITAS	BUREAU VERITAS	EDF Renewables		HYDRAULIC		
202208050259	NORMAL	BUREAU VERITAS	BUREAU VERITAS	STEP Energy Services - US Twin Pur	US Trailers	PS TRANSMISSION	Cat	CK35
202208050260	NORMAL	ANALYSTS OIL ANALYSIS	ANALYSTS OIL ANALYSIS	STEP Energy Holdings	Frac Pump Units	TRANSMISSION	Allison	58R23A
202208050250	ABNORMAL	BUREAU VERITAS	BUREAU VERITAS	STEP Energy Services - US Coil Equi	US Tractors	ENGINE	Cummins	ISX15
202208140317	OTHER	BUREAU VERITAS	BUREAU VERITAS	Petro-Canada Lubricants	GPP	HEAT TRANSFER FLUID		
202208050249	NORMAL	BUREAU VERITAS	BUREAU VERITAS	STEP Energy Services - US Twin Pur	US Tractors	ENGINE	Detroit Diesel	DD13
202208050248	NORMAL	BUREAU VERITAS	BUREAU VERITAS	STEP Energy Services - US Twin Pur	US Tractors	ENGINE	Cummins	ISX 15



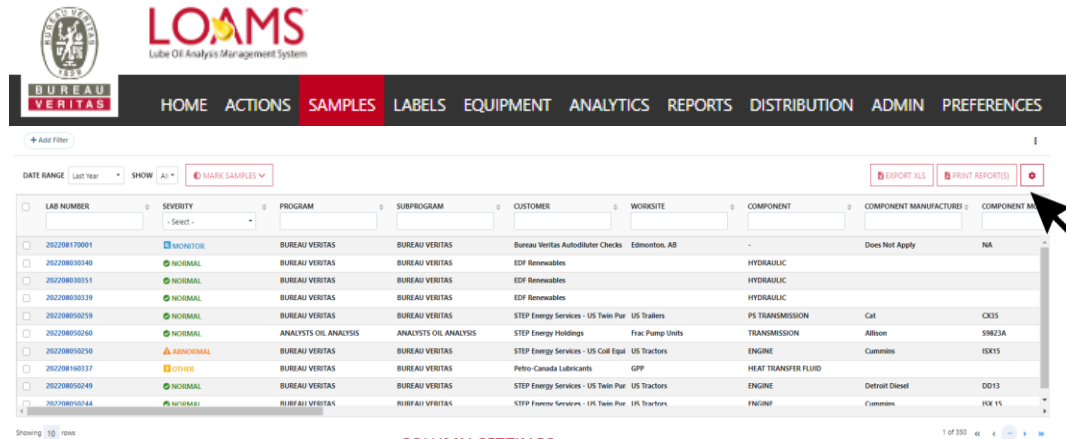
Reordering Columns in the Sample Inbox

- Reordering the columns in the sample inbox is possible by following the 3 steps below:

1 Click on the gear icon and select “Column Settings”. A new window will open with a list of the current columns in your sample inbox.

2 With your mouse, click and hold to drag the column up or down in the list.

3 Once your column settings are in the correct order, click the SAVE button.



COLUMN SETTINGS

Add New Column

- Select -

AVAILABLE COLUMNS

Drag and drop columns to reorder

- LAB NUMBER
- SEVERITY
- CUSTOMER
- COMPONENT MODEL
- WORKSITE
- COMPONENT
- COMPONENT MANUFACTURER
- COMPONENT SERIAL
- UNIT ID

CANCEL

SAVE



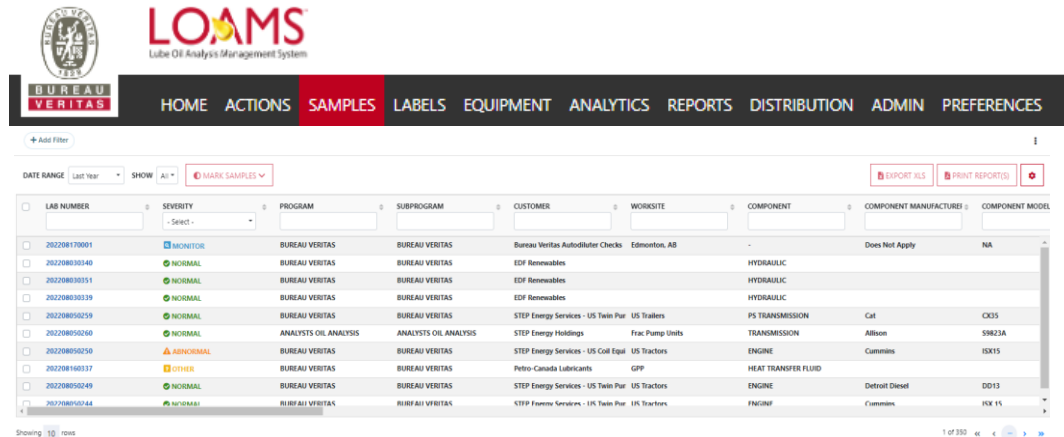
Please note, the images in this slide show an example of reordering the severity column and placing it in a different column space.



Showing / Hiding Columns in the Sample Inbox

- Showing and hiding columns in the sample inbox is possible by following the 3 steps below:

- 1 Click on the gear icon and select “Column Settings”. A new window will open with a list of the current columns in your sample inbox.
- 2 Find the column you’d like to remove and simply click on the x.
- 3 Click on the save button to save your preferences. You have successfully enabled or disabled the show/hide column view feature.



COLUMN SETTINGS

Add New Column

AVAILABLE COLUMNS

Drag and drop columns to reorder

LAB NUMBER	X
SEVERITY	X
CUSTOMER	X
COMPONENT MODEL	X
WORKSITE	X
COMPONENT	X
COMPONENT MANUFACTURER	X
COMPONENT SERIAL	X
UNIT ID	X

CANCEL

SAVE



Applying Custom Date Ranges in the Sample Inbox

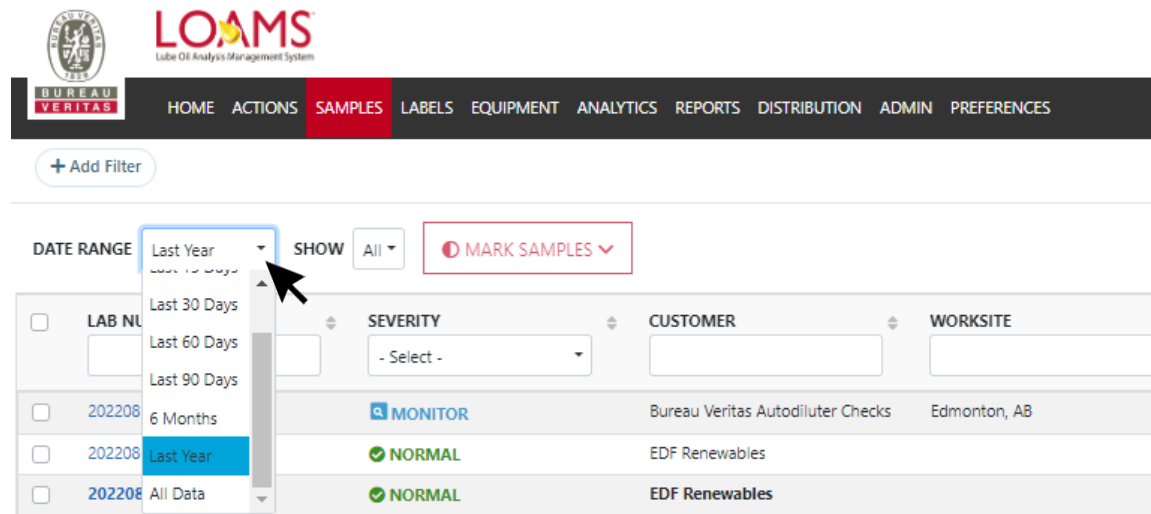


Applying custom date ranges in the sample inbox is possible by following the 3 steps below:

1 Hover your cursor over the data range drop down field.

2 Click the drop down field to open the drop down options.

3 Select your date range preference. Your sample inbox will now display your sample data for the selected date range.



The screenshot shows the LOAMS interface with the 'SAMPLES' tab selected. A dropdown menu is open for the 'DATE RANGE' field, showing options: Last Year, Last 30 Days, Last 60 Days, Last 90 Days, 6 Months, Last Year (highlighted), and All Data. A mouse cursor is pointing at the 'Last Year' option. The table below shows sample data with columns for LAB NUMBER, SEVERITY, CUSTOMER, and WORKSITE.

LAB NUMBER	SEVERITY	CUSTOMER	WORKSITE
202208	MONITOR	Bureau Veritas Autodiluter Checks	Edmonton, AB
202208	NORMAL	EDF Renewables	
202208	NORMAL	EDF Renewables	

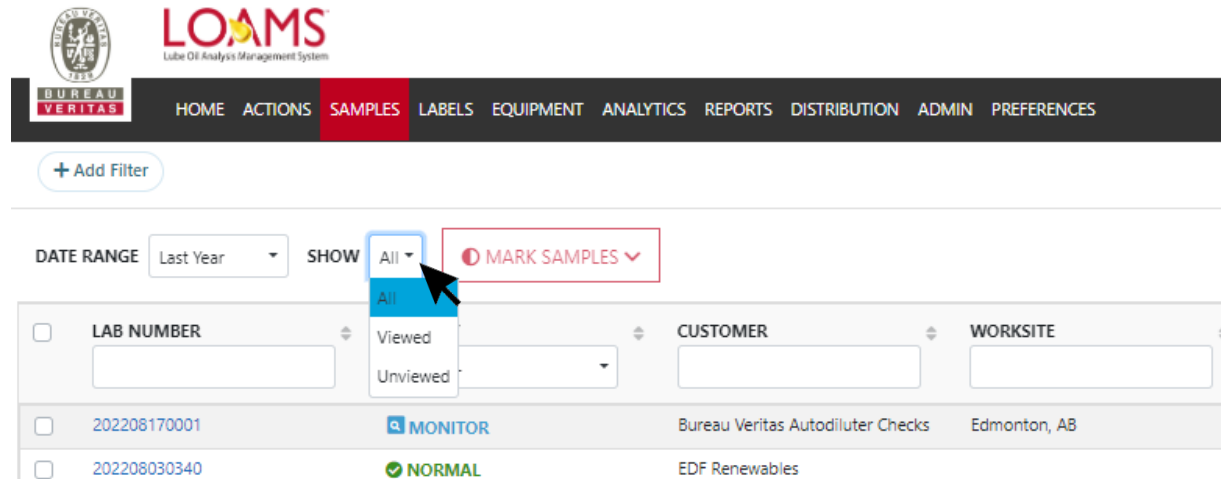
Filtering viewed and unviewed sample data in the Sample Inbox

- Filtering viewed and unviewed data in the sample inbox is possible by following the 3 steps below:

1 Hover your cursor over the data show drop down field.

2 Click the drop down field to open the drop down options.

3 Click your show preference. Your sample inbox will now display your sample data for the selected show preference.



The screenshot shows the LOAMS interface with the 'SAMPLES' tab selected. The 'SHOW' dropdown menu is open, displaying 'All', 'Viewed', and 'Unviewed' options. A red box highlights the 'MARK SAMPLES' button. The table below shows sample data with columns for 'LAB NUMBER', 'CUSTOMER', and 'WORKSITE'.

LAB NUMBER	CUSTOMER	WORKSITE
<input type="checkbox"/> 202208170001	Bureau Veritas Autodiluter Checks	Edmonton, AB
<input type="checkbox"/> 202208030340	EDF Renewables	



Sorting data in ascending and descending order — in the Sample Inbox

- Sorting data in ascending and descending order in the sample inbox is possible by following the 3 steps below:

1 Hover your cursor over the column you plan to sort in ascending or descending order.

2 Click the column's name to sort data in ascending or descending order. Please observe the arrow icon inside the column's name field.

3 An arrow facing upward indicates that the data is sorted in ascending order; displaying less recent data at the top and most recent data at the bottom of the column.






An arrow facing downward indicates that the data is sorted in descending order; displaying the most recent sample data at the top of the column and less recent data at the bottom of the column.

SAMPLED DATE
- Select -
03/06/2022
03/31/2022
04/04/2022
04/05/2022
04/20/2022
04/24/2022
04/27/2022

SAMPLED DATE
- Select -
08/17/2022
08/16/2022
08/15/2022
08/13/2022
08/13/2022
08/13/2022
08/12/2022



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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