

Quick Start Guide

Labels (P Labels)

P-Labels

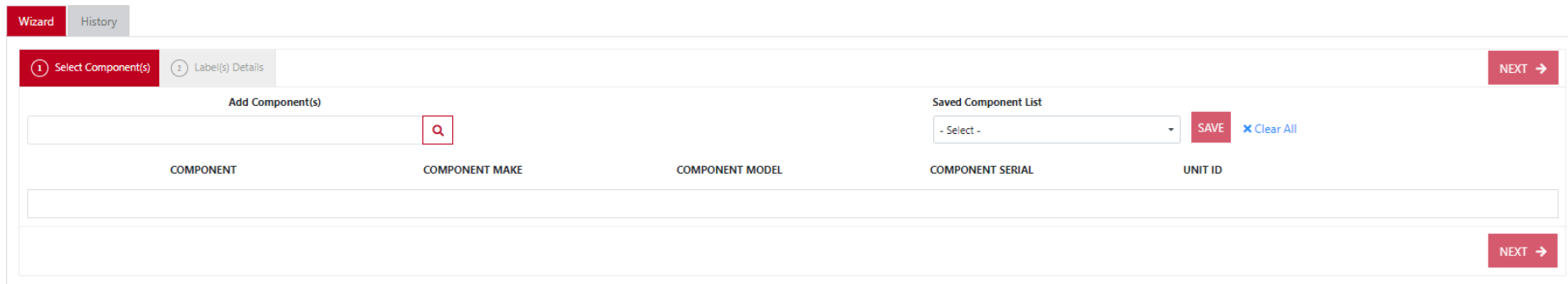
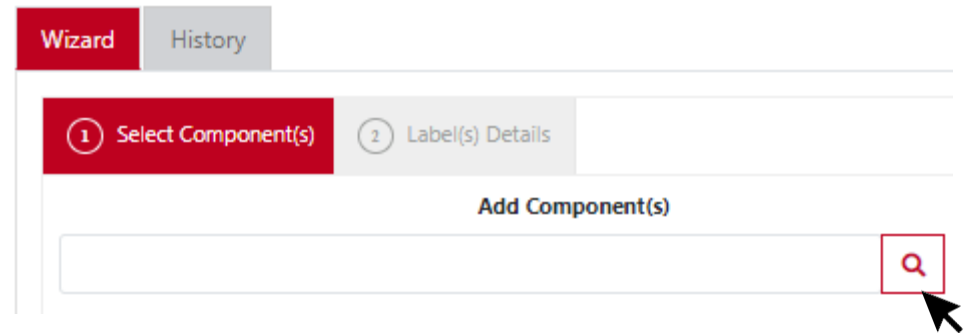


- P-labels are pre-printed bar code labels used for submitting samples
- P-labels are used with a scanner when completing the label process
- The P-label must be filled out by hand and registered online to complete the process
- If you are interested in starting the P-label program please contact your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

Labels Wizard

Step One: Select Component(s)

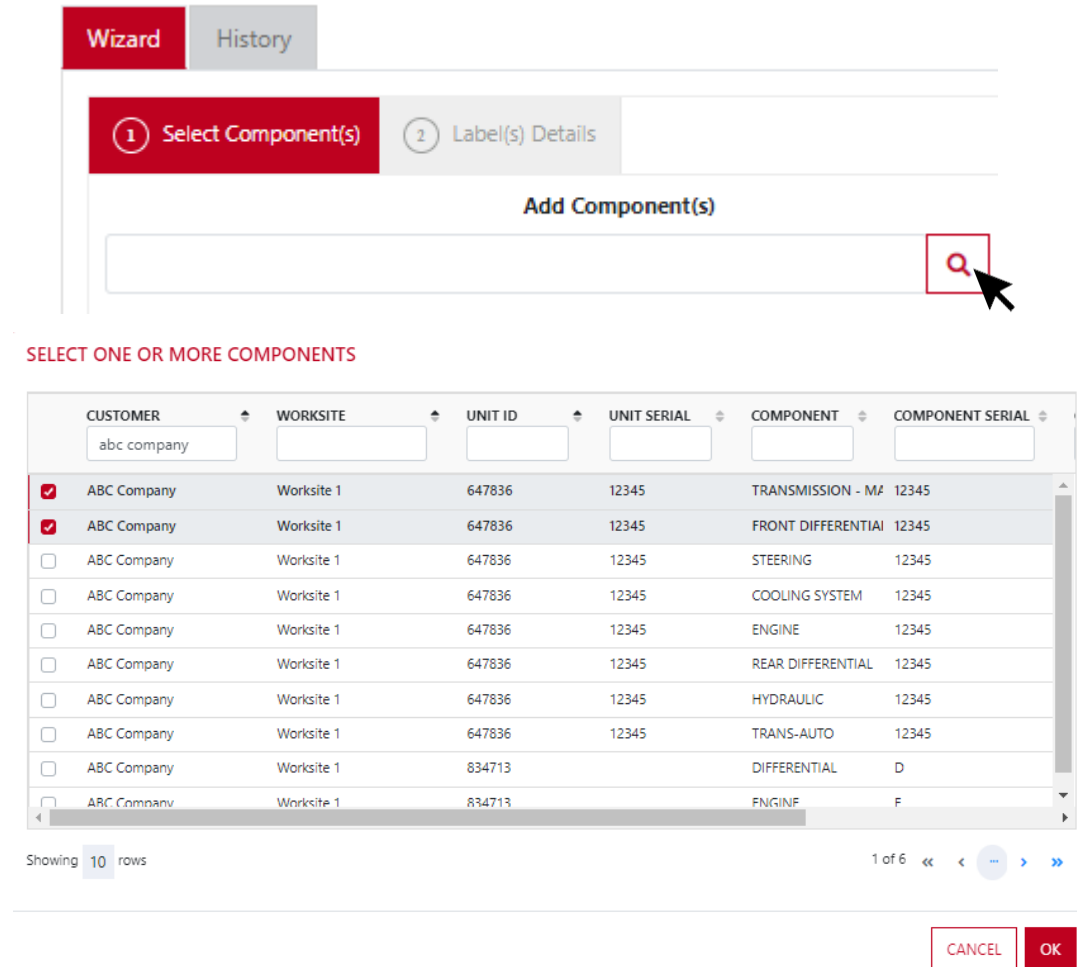
You get directed to the labels wizard when you click the labels tab. There are two steps to create a label: Select Component(s) and Label(s) Details. In step one, you can add components by selecting the magnifying box.



Labels Wizard

Step One: Select Component(s)

Once you select the magnifying box to add component(s), you can search by customer name, worksite, unit ID, unit serial number, component type, component serial number, and component make/model. Once you find the correct component, select the check box and press OK. After that, press next to move to the second step in the label process.



The screenshot shows the 'Wizard' tab of the 'Labels Wizard' application. The first step, '1 Select Component(s)', is active. Below the step indicator is a search bar with a magnifying glass icon. The search results are displayed in a table with the following columns: CUSTOMER, WORKSITE, UNIT ID, UNIT SERIAL, COMPONENT, and COMPONENT SERIAL. The table contains 10 rows of data, with the first two rows selected (checked). The 'Showing 10 rows' indicator is visible at the bottom left, and the '1 of 6' page indicator is at the bottom right. The 'CANCEL' and 'OK' buttons are located at the bottom right of the interface.

CUSTOMER	WORKSITE	UNIT ID	UNIT SERIAL	COMPONENT	COMPONENT SERIAL
<input checked="" type="checkbox"/> ABC Company	Worksite 1	647836	12345	TRANSMISSION - M/	12345
<input checked="" type="checkbox"/> ABC Company	Worksite 1	647836	12345	FRONT DIFFERENTIAL	12345
<input type="checkbox"/> ABC Company	Worksite 1	647836	12345	STEERING	12345
<input type="checkbox"/> ABC Company	Worksite 1	647836	12345	COOLING SYSTEM	12345
<input type="checkbox"/> ABC Company	Worksite 1	647836	12345	ENGINE	12345
<input type="checkbox"/> ABC Company	Worksite 1	647836	12345	REAR DIFFERENTIAL	12345
<input type="checkbox"/> ABC Company	Worksite 1	647836	12345	HYDRAULIC	12345
<input type="checkbox"/> ABC Company	Worksite 1	647836	12345	TRANS-AUTO	12345
<input type="checkbox"/> ABC Company	Worksite 1	834713		DIFFERENTIAL	D
<input type="checkbox"/> ABC Company	Worksite 1	834713		ENGINE	F

Labels Wizard



Step Two: Label(s) Details

Here you can add the sampled date, unit age information and lube information. Anything that is highlighted in blue is required to submit a label. **Make sure to scan or type in the P-tracking number exactly as it is listed on your label.** As a note, you can leave the tracking number field blank as a tracking number will get assigned once you submit the sample information.

Wizard History

Select Component(s) Label(s) Details

FAST FILL-IN

234562 / COOLING SYSTEM Unit Age: Lube Age: Last Sample: 05/31/2023

Sampled Date*	Tracking Number	Unit Age*	Age Units*	Lube Age*	Lube Service*	Lube*
05/31/2023	P202305012819	100	Hr	100	Changed	

Comment

Lube Added

Filter Changed*

Request Oil Type

BACK SUBMIT

Tracking Number

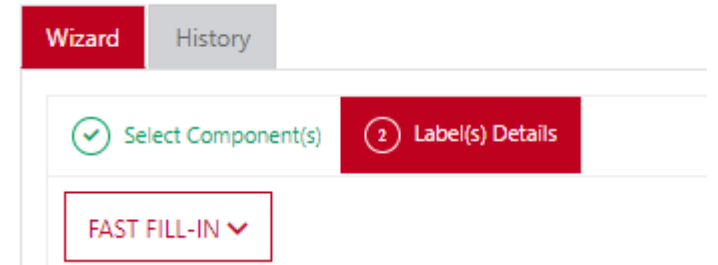
P202305012819

Labels Wizard



Step Two: Label(s) Details

You can also use the fast fill-in to save time when submitting multiple samples. Click on the fast fill-in icon. You can enter data for as many fields as you want. Once you are done, press apply and notice the data appears for the samples below.



The screenshot shows the 'Label(s) Details' form. At the top, there are two tabs: 'Wizard' (active) and 'History'. Below the tabs, there are two steps: 'Select Component(s)' (completed) and 'Label(s) Details' (current step). A red box highlights a 'FAST FILL-IN' button with a downward arrow. The form contains several input fields: 'Sampled Date' (05/24/2023), 'Unit Age' (10000), 'Age Units' (Hr), 'Lube' (MOBIL SHC ISO 320), 'Lube Age' (empty), 'Lube Service' (Sampled), 'Lube Added' (empty), and 'Filter Changed' (No). There is also a 'Comment' text area. At the bottom center, there is an 'APPLY' button.

Labels Wizard



BUREAU
VERITAS

Step Two: Label(s) Details

After all of the required data is entered, press submit. A pop-up screen will appear letting you know that the tracking numbers are automatically generated. Once you press “OK” you will be taken to the history tab. The samples that were submitted will be automatically checked off to make printing labels easier.

INFORMATION



There are samples that do not have tracking numbers. Tracking numbers will be automatically generated.

OK

Wizard **History**

Submitted Tracking Number in P202305012819 × + Add Filter

EDIT **DELETE** **STATUS REPORT** **PRINT LABELS** 1 Label Sheet Start Position

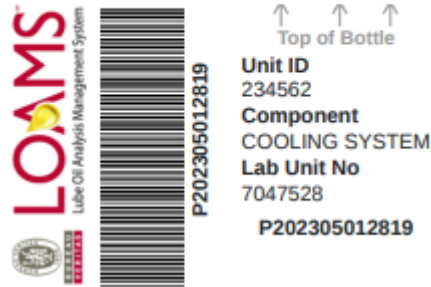
<input type="checkbox"/>	TRACKING NUMBER	SAMPLED DATE	COMPANY NAME	SUBMITTED BY	STATUS	UNIT ID	COMPONENT	LUBE	UNIT AGE	AGE UNIT	LUBE AGE	LUBE ADDED	LUBE SERVICE	FILTER CHANGED	COMMENT	CREATED ON	WORKSITE
<input checked="" type="checkbox"/>	P202305012819	05/31/2023	ABC Worksite	John Doe	In Transit	234562	COOLING SYSTEM	76, HDX, 15W40	100	HR	100		Changed	yes		05/31/2023	Site 1

Showing 25 rows

Labels Wizard

Printing Labels

Click the print labels icon to generate the labels. A new tab will pop up with the labels.



Wizard **History**

Submitted Tracking Number in P202305012819 x + Add Filter

EDIT **DELETE** **STATUS REPORT** **PRINT LABELS** 1 • Label Sheet Start Position

<input type="checkbox"/>	TRACKING NUMBER	SAMPLED DATE	COMPANY NAME	SUBMITTED BY	STATUS	UNIT ID	COMPONENT	LUBE	UNIT AGE	AGE UNIT	LUBE AGE	LUBE ADDED	LUBE SERVICE	FILTER CHANGED	COMMENT	CREATED ON	WORKSITE
<input checked="" type="checkbox"/>	P202305012819	05/31/2023	ABC Worksite	John Doe	In Transit	234562	COOLING SYSTEM	76, HDX, 15W40	100	HR	100		Changed	yes		05/31/2023	Site 1

Showing 25 rows

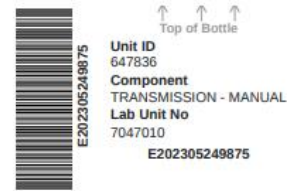
Labels Wizard



Printing Labels

You can print the labels and stick them onto you sample to send to the lab.

1 / 1 | - 100% + | [Full Screen] [Refresh]



Label Do's

- **Register your labels online before sending them to the lab**
- **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'ts

- **Do not use a label for more than one sample**
- **Do not write on labels – If you need to make changes you can do so as long as it has not been received by the lab**

Filter History



LOAMS
Lube Oil Analysis Management System

Need Help ?

Search

John Doe

HOME ACTIONS SAMPLES LABELS EQUIPMENT ANALYTICS REPORTS DISTRIBUTION ADMIN PREFERENCES

Wizard

History

+ Add Filter

EDIT

DELETE

STATUS REPORT

PRINT LABELS

1

Label Sheet Start Position



<input type="checkbox"/>	TRACKING NUMBER	SAMPLED DATE	COMPANY NAME	SUBMITTED BY	STATUS	UNIT ID	COMPONENT	LUBE	UNIT AGE	AGE UNIT	LUBE AGE	LUBE ADDED	LUBE SERVICE	FILTER CHANGED	COMMENT
<input type="checkbox"/>	E202305314969	05/26/2023	ABC Worksite	John Doe	In Transit	234562	HYDRAULIC	CONOCO, HYDROCLEAR EP GO 220, ISO 220	6700	HR	6700		Sampled	yes	
<input type="checkbox"/>	E202305319214	05/26/2023	ABC Worksite	John Doe	In Transit	234562	ENGINE	CONOCO, HYDROCLEAR EP GO 220, ISO 220	6700	HR	6700		Sampled	yes	
<input type="checkbox"/>	E202305319426	05/26/2023	ABC Worksite	John Doe	In Transit	234562	DIFFERENTIAL	CONOCO, HYDROCLEAR EP GO 220, ISO 220	6700	HR	6700		Sampled	yes	
<input type="checkbox"/>	E202305317429	05/26/2023	ABC Worksite	John Doe	In Transit	234562	REAR DIFFERENTIAL	CONOCO, HYDROCLEAR EP GO 220, ISO 220	6700	HR	6700		Sampled	yes	
<input type="checkbox"/>	E202305317058	05/26/2023	ABC Worksite	John Doe	In Transit	234562	FRONT DIFFERENTIAL	CONOCO, HYDROCLEAR EP GO 220, ISO 220	6700	HR	6700		Sampled	yes	
<input type="checkbox"/>	E202305312910	05/26/2023	ABC Worksite	John Doe	In Transit	234562	TRANS-AUTO	CONOCO, HYDROCLEAR EP GO 220, ISO 220	6700	HR	6700		Sampled	yes	
<input type="checkbox"/>	E202305318308	05/26/2023	ABC Worksite	John Doe	In Transit	234562	STEERING	CONOCO, HYDROCLEAR EP GO 220, ISO 220	6700	HR	6700		Sampled	yes	
<input type="checkbox"/>	E202305312099	05/26/2023	ABC Worksite	John Doe	In Transit	234562	COOLING SYSTEM	CONOCO, HYDROCLEAR EP GO 220, ISO 220	6700	HR	6700		Sampled	yes	
<input type="checkbox"/>	E202305317722	05/26/2023	ABC Worksite	John Doe	In Transit	234562	TRANSMISSION - MANUAL	CONOCO, HYDROCLEAR EP GO 220, ISO 220	6700	HR	6700		Sampled	yes	
<input type="checkbox"/>	E202305314474	05/26/2023	ABC Worksite	John Doe	In Transit	234562	HYBRID HYDRAULIC DRIVE SYSTEM	CONOCO, HYDROCLEAR EP GO 220, ISO 220	6700	HR	6700		Sampled	yes	

The **Filter History** link lets you search for previously submitted samples. You can filter by tracking number, company name, submitted by, unit ID, status and more.

Tracking a Sample

TRACKING NUMBER	SAMPLED DATE	COMPANY NAME	SUBMITTED BY	STATUS
<input type="text"/>	- Select -	ABC Worksite	<input type="text"/>	- Select -
E202305314969	05/26/2023	ABC Worksite	John Doe	In Transit
E202305319214	05/26/2023	ABC Worksite	John Doe	In Progress
E202305319215	05/26/2023	ABC Worksite	John Doe	Complete
E202305319216	05/26/2023	ABC Worksite	John Doe	Cancelled
E202305319217	05/26/2023	ABC Worksite	John Doe	Unknown

You can track a sample by viewing the **Status**. There are five different status options that will display:

In Transit– This sample has not been received by the lab

In Progress - This sample has been received by the lab and is processing

Complete – The sample is complete – click the link to view the report

Cancelled - This sample has been cancelled after getting registered

Unknown – Unknown status

Modify/Delete a Label

Wizard **History**

+ Add Filter

EDIT **DELETE**

<input type="checkbox"/>	TRACKING NUMBER ⇅	SAMPLED DATE ⇅	COMPANY NAME ⇅	SUBMITTED BY ⇅	STATUS ⇅	UNIT ID ⇅
<input type="checkbox"/>	<input type="text"/>	- Select - ▾	ABC Worksite	<input type="text"/>	- Select - ▾	<input type="text"/>
<input checked="" type="checkbox"/>	E202305314969	05/26/2023	ABC Worksite	John Doe	In Transit	234562
<input type="checkbox"/>	E202305319214	05/26/2023	ABC Worksite	John Doe	In Transit	234562
<input type="checkbox"/>	E202305319426	05/26/2023	ABC Worksite	John Doe	In Transit	234562

REMOVE SAMPLE ×

Do you want to delete this sample?

You can modify or delete information on a label as long as the sample status says ***In Transit***. To do so, find the label and click the check box on the right. Once the label has been selected, then click **“Delete”**. Another window will pop up and select **“OK”**.

Status Report



STATUS REPORT

Wizard **History**

+ Add Filter

EDIT **DELETE**

STATUS REPORT **PRINT LABELS** 1* Label Sheet Start Position

<input type="checkbox"/>	TRACKING NUMBER	SAMPLED DATE	COMPANY NAME	SUBMITTED BY	STATUS	UNIT ID	COMPONENT	LUBE	UNIT AGE	AGE UNIT	LUBE AGE	LUBE ADDED	LUBE SERVICE	FILTER CHANGED	COMMENT
<input checked="" type="checkbox"/>	E202305314969	05/26/2023	ABC Worksite	John Doe	In Transit	234562	HYDRAULIC	CONOCO, HYDROCLEAR EP GO 220, ISO 220	6700	HR	6700		Sampled	yes	

1 / 1 | - 100% + | [Icons]

LOAMS Lube Oil Analysis Management System

Sample Submitted History

Report Date : 05/31/2023 Start Date : 05/26/2023
Report User : John Doe End Date : 05/26/2023






Sample Date	Status	User Submitted	Tracking Number	Unit ID Comp	Unit Age	Lube Age	Lube	Lube Added	Filter Change	Lube Service	Comments
05/26/2023	In Transit	John Doe	E202305314969	234562 HYDRAULIC	6700 HR	6700	CONOCO, HYDROCLEAR EP GO 220, ISO 220		Yes	Sampled	

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 label(s) you would like to print and click **Status Report**. A new window will open up with your report.

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.



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LOAMS SUPPORT DESK

Phone: 1.800.655.4473

Email: LOAMS@us.bureauveritas.com

