





Quick Start Guide

Moving Equipment Units to Different Worksites

Objectives:

- 1 Access the equipment tab
- 2 Learn how to move equipment units
- 3 Move equipment units to a different worksite

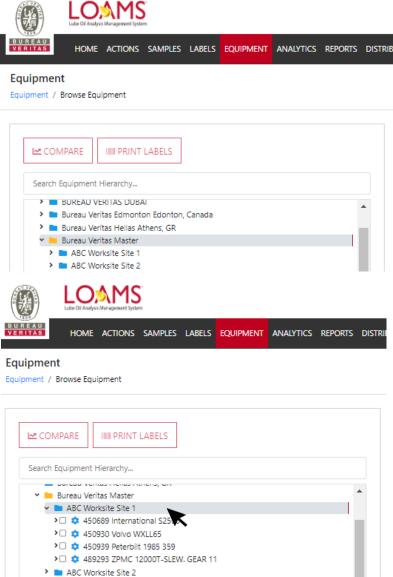
Moving Equipment Units to Different Worksites





Moving Equipment Units

- O Moving equipment units is possible by following 5 simple steps.
 - The first step to move a unit to a new worksite begins by clicking the equipment tab and then clicking the "Browse Equipment" tab.
- 2 Click the master account folder to open the browse tree hierarchy.
- 3 Now, click the worksites folder to find the unit you plan to move.



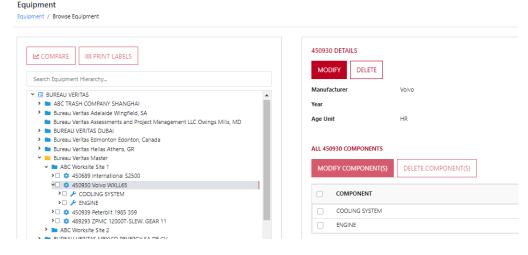


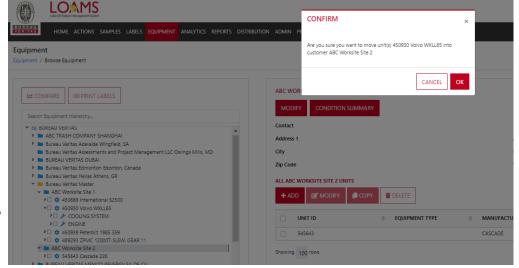
Moving Equipment Units

- After clicking the worksites folder , sou'll see the customer information and unit details. Click on the unit you plan to move. This action will highlight the unit you have selected.
- Once the unit is selected, hold click and drag the unit to the worksite folder you plan to move the unit into; release click when you have hovered the correct worksite folder. Once you have dropped the folder, the move unit window will appear. Click the button to confirm the unit move. You have successfully moved an equipment unit in LOAMS.



Please note, as you move a unit from one worksite to another, you'll notice that the worksite folder where you are moving a unit from will be highlighted in light blue. Also, as you hover to the worksite that you are moving your unit into, the worksites folder will highlighted in dark blue.

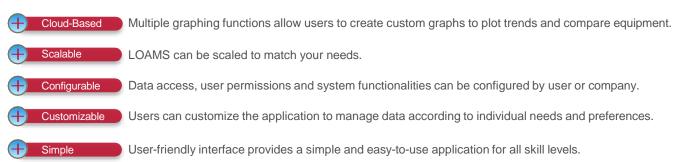








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