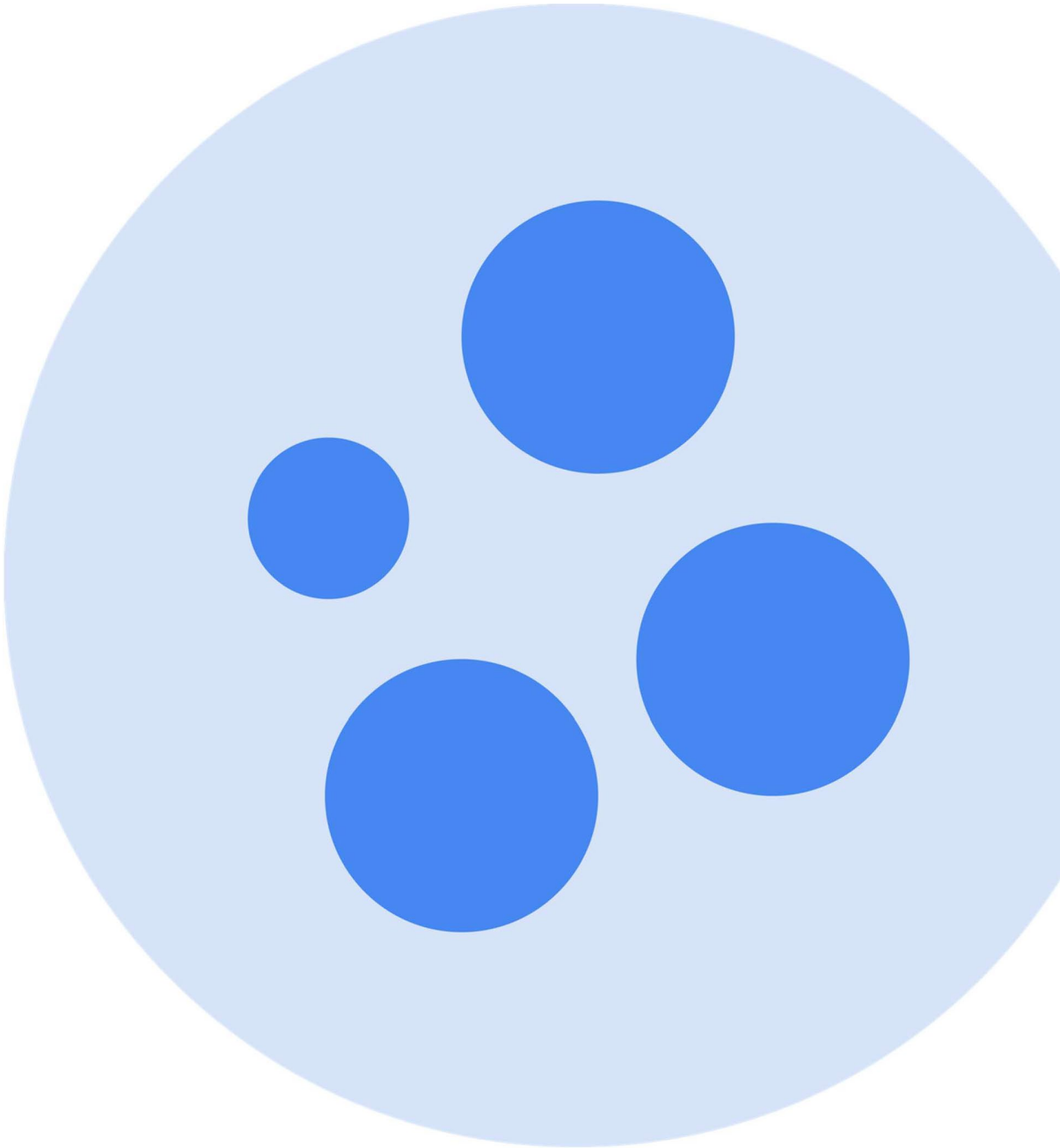
Fracttal One Manual



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Quick start in Fracttal One

help.fracttal.com/en/articles/6047635-quick-start-on-fracttal-one

Fracttal is the easiest and most powerful way to administer assets and manage Maintenance. That is why we have designed this quick guide to help users understand and take their first steps on the platform.

First step: Access the platform and get to know its modules

Once you are registered in Fracttal, the system will send you an email to set your password.

Watch Video At: https://youtu.be/2ylmtGlzaG8

Note: After setting your login password, you will be able to access your Fracttal database as usual through a web browser or mobile application.

- Link to our website: Fracttal One
- Link to PlayStore: Android version
- Link to AppStore: ISO version

Step 2: Upload your assets to the platform

Once you enter the platform, the first thing to do is to load the assets to be managed. To do this, you must go to the catalog menu and go to the assets section, where you will have different categories, such as: locations, equipment, tools, spare parts, among others.

Watch Video At: https://youtu.be/l13u9Lp1SLQ

Third step: Add your inhouse personnel

The next step is to add to the system the people who are part of the maintenance team and who will participate in the execution of the maintenance work management tasks that will be managed through the platform.

Watch Video At: https://youtu.be/3J-2uge_F14

Fourth step: Add your third parties/suppliers

The next step is to add to the system the outsourced companies that are part of the maintenance management, whether as end customers, service providers, equipment or spare parts suppliers and manufacturers.

Watch Video At: https://youtu.be/uPrbtG9VUNw

Step 5: Generate maintenance plans

The fifth step is to add maintenance plans for your assets, for them you must go to the work management module and enter plans. Then, you must add each and every one of the work management associated with your assets, where each of these can be independent in terms of frequency and trigger.

Watch Video At: https://youtu.be/oRy5R716FeM

Step 6: Manage your work orders

Finally, once you have completed the above steps, the system will show you the activities that are pending execution and that you can plan by means of work orders and assign to your maintenance team for their execution.

Watch Video At: https://youtu.be/cMXuAk2rPxs

Onboarding Plan - First Steps

help.fracttal.com/en/articles/6015088-plan-of-onboarding-first-steps

Welcome to Fracttal's Onboarding Plan. Use this step-by-step guide to navigate Fracttal's resources and learn the basics of Fracttal One. Empower maintenance managers, planners, supervisors and technicians to optimize your company's maintenance management with our intelligent maintenance platform.

Phase 0: Before Starting

- Don't have a Fracttal account yet? Sign up for Fracttal Community - it's free!

- Find the right plan for you based on your company's needs. Do you have questions? Contact a Specialist

- Take full advantage of Fracttal's live instances to get the most out of our solution from configuration to complete management.

Phase 1: Implementation start-up:

- Introduction to Fracttal One (course)
- Configure the main settings of your account

Phase 2: Prepare the loading of your assets in Fracttal

- What is an Active in Fracttal?
- How to add an asset in Fracttal One?

Phase 3: Plan your maintenance work management:

How to add a planned maintenance in Fracttal One?

Phase 4: Manage your work requests and TOs in Fracttal One

- How to add a work request?
- How to generate Planned TOs?

- How to generate Unplanned TOs?
- How to complete OTs in Fracttal One?

Phase 5: Analyze your management

Business Intelligence

What do you need to prepare before implementing Fracttal?

help.fracttal.com/en/articles/7178621-what-you-need-to-prepare-before-implementing-fracttal

Fracttal One is a simple and intuitive tool that allows companies to efficiently manage their assets and maintenance.

For this reason, here are some tips to take into consideration before starting the start-up process so that you can achieve a successful implementation of Fracttal One.

1. **Define an implementation team:** Select a team of people responsible for managing, implementing and configuring Fracttal One. Ideally, this team should know the company's processes and have experience in maintenance management.

2. **Plan the implementation:** It is important to plan the implementation of Fracttal One in advance, setting dates and deadlines, identifying clear objectives and defining those responsible for managing the tool.

3. **Determine your user profiles:** This will allow you to establish the different roles, permissions and functions that each of the people who will use the platform will have. In addition, this will help you identify which of Fracttal's commercial plans best suits your needs. If you want to know more about this point, here are some articles of interest:

    Types of user profiles

4. **Identify your processes:** It is important that before starting to dump and register information on the platform, you take some time to think about how to structure your processes and how you would like to organize your assets and locate your users within the platform.

5. **Prepare the data:** Prepare and organize your equipment, facility and maintenance plan data in a format that can be entered into Fracttal One. This includes information about locations, dates of last maintenance, technical information about your assets and other relevant data that you can take advantage of in your management (remembering that quality is more important than quantity).

   If you want to know more about this point, here are some articles of interest:

   - **Massive import of information in Fracttal**
   - **How to prepare the import form?**
   - **How to import assets hierarchically from an import template?**
   - **How to locate a user account?**

6. **Configure Fracttal One:** Make sure you configure the platform according to the needs of your company and your maintenance processes. If you want to know more about this point, here are some articles of interest:

   Settings

7. **Train your staff:** Train your staff in the use of Fracttal One and in the maintenance processes that will be implemented. It is important to make sure that all users of the software understand how to use it correctly, for this, you can rely on our webinars and courses:

   Webinars and Videos

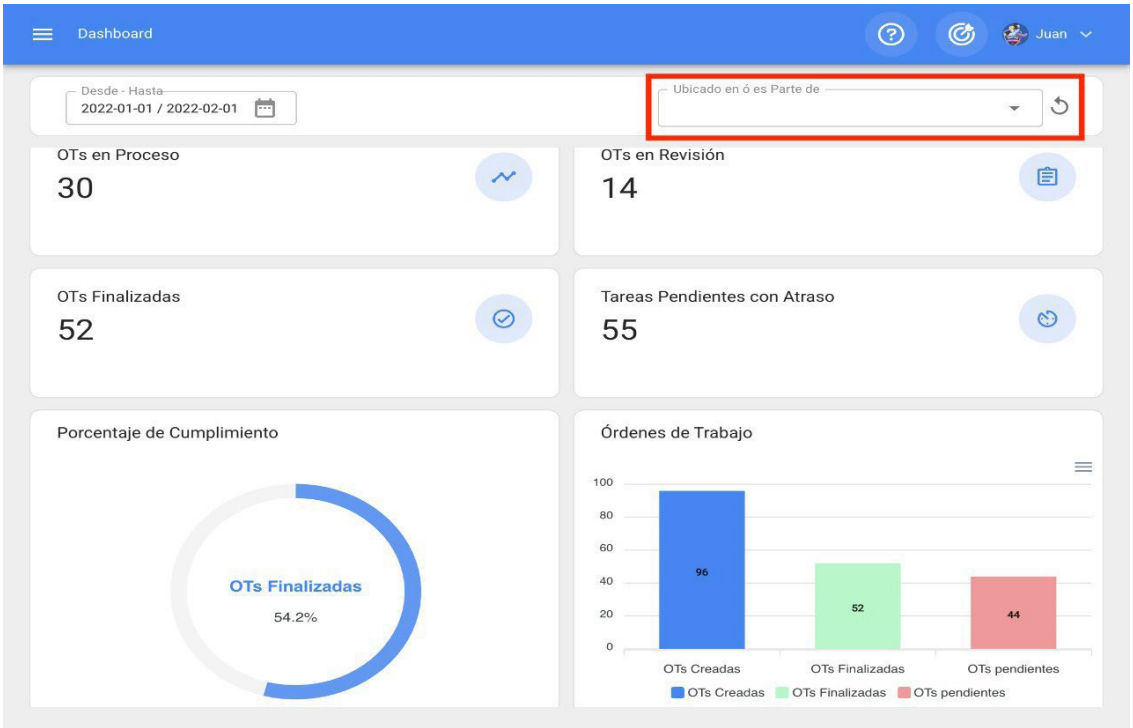
8. **Test the system:** Test the system to make sure it works properly before final implementation. Test all functionalities and maintenance processes to detect possible errors or problems.

9. **Communicate the implementation:** Communicate to all company personnel about the Fracttal One implementation and the start date. This will help create awareness about the importance of maintenance management and the use of the software.

In summary, for a successful Fracttal One implementation, it is important to follow these steps to ensure that the software is properly configured, data is prepared and organized, staff is trained, and testing is performed prior to final implementation.

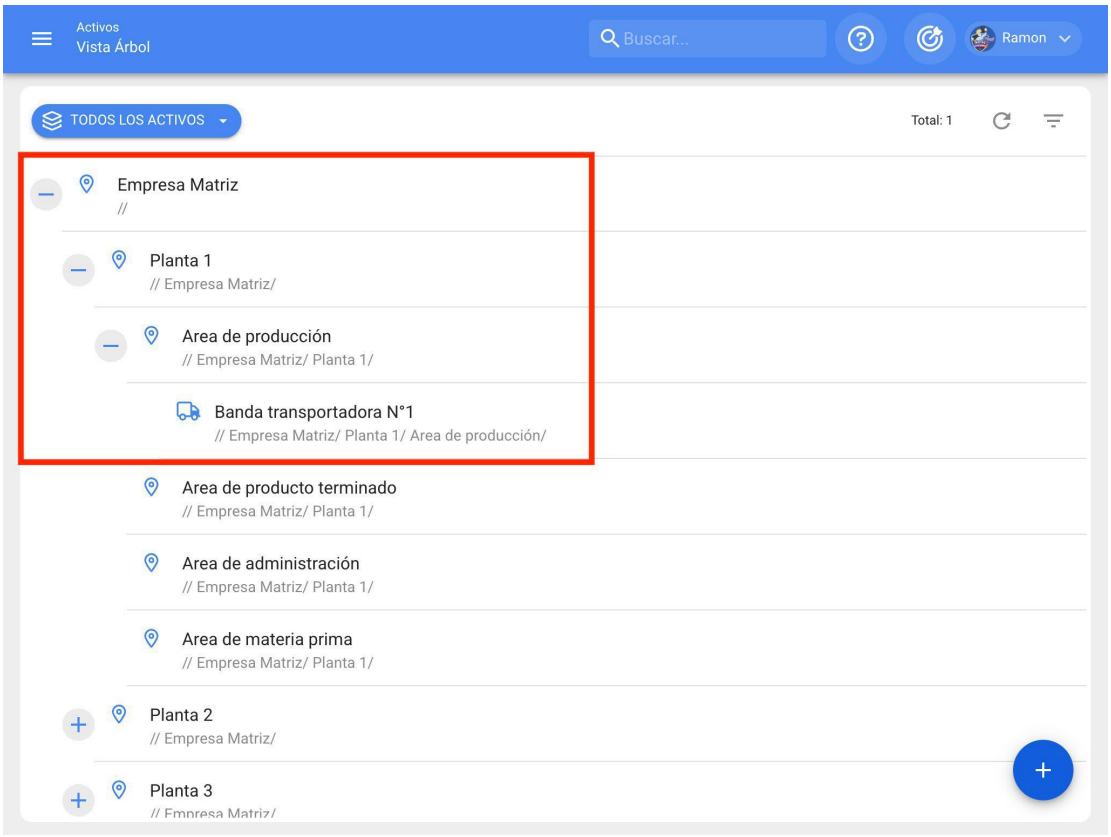
Filter "located in or is part of" and how to apply it?

help.fracttal.com/en/articles/6014477-filter-placed-in-or-is-part-of-and-how-to-apply-it



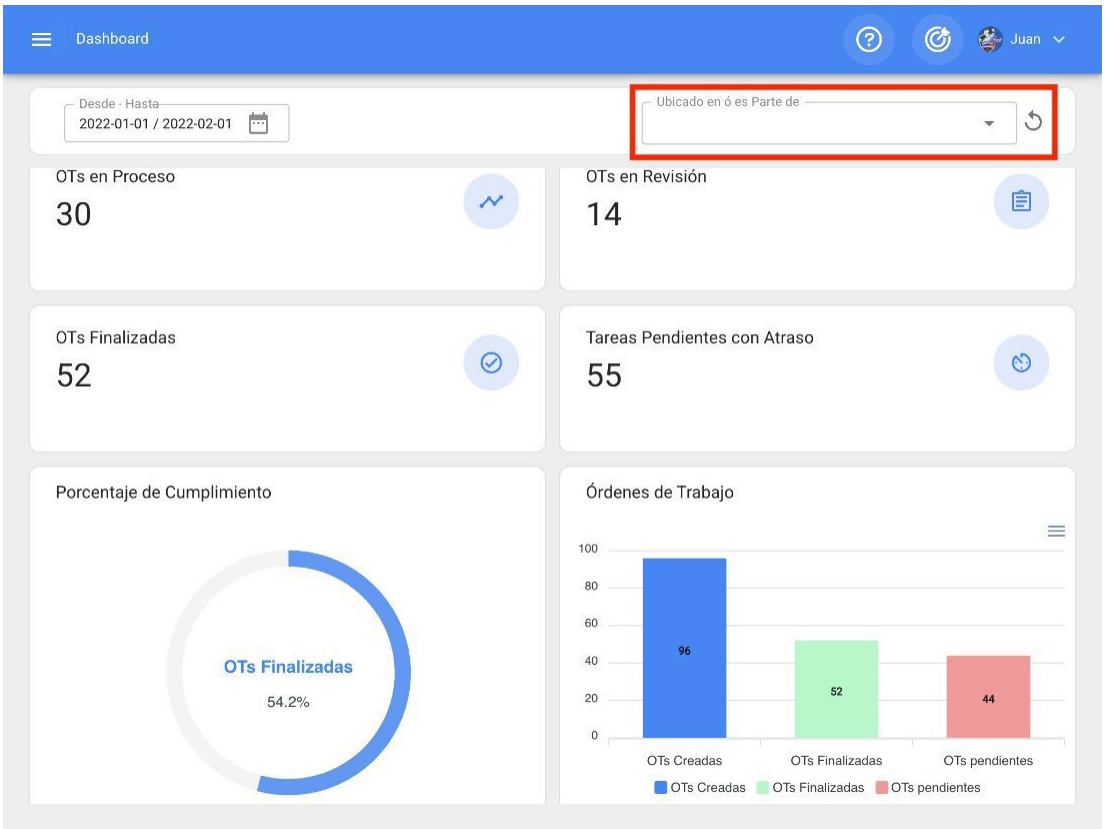
Considering that in Fracttal assets can be aggregated and structured in an organized tree view, the "Located in or is part of" filter allows searching for the assets contained below the asset to which the filter is applied.

Example: If in our database we have a main location called Parent Company, which contains as sub-locations the Plant 1 and Production Area, which also contains a conveyor belt as equipment (see image). If we apply the filter on the Parent Company, the system will show us the information associated with the assets contained in that location (Plant 1 - Production area and conveyor belt).

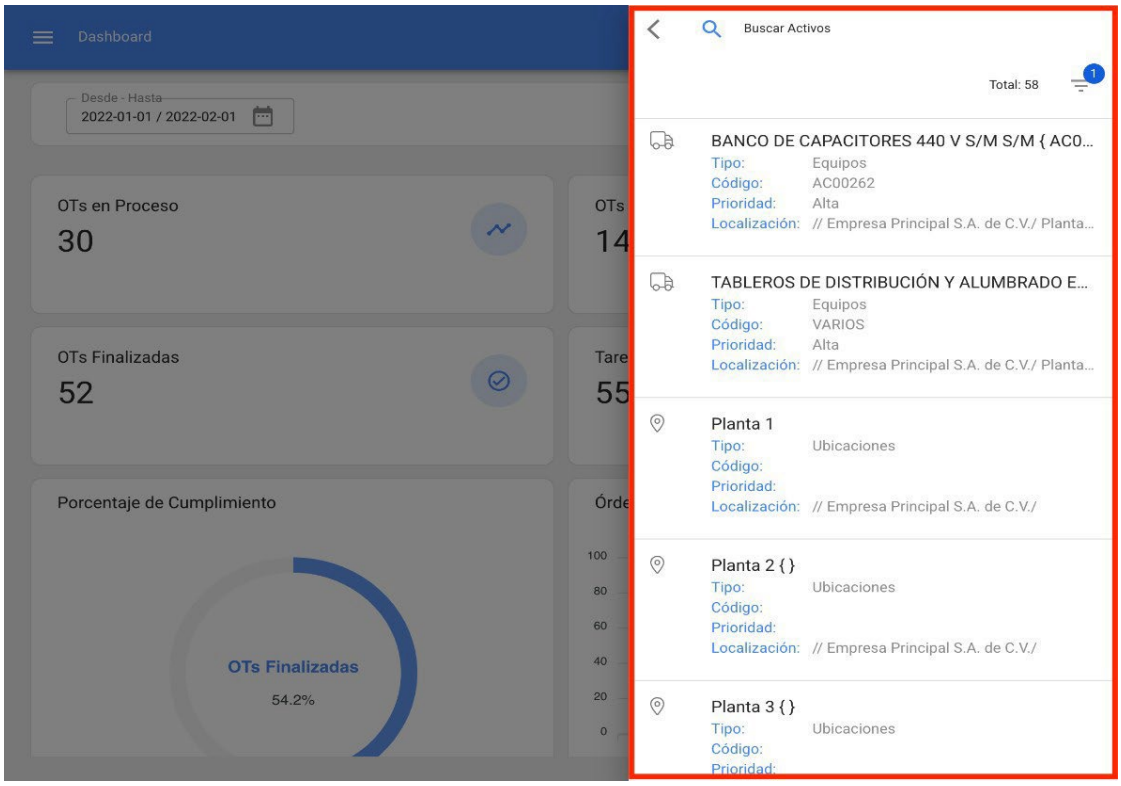


How to apply the filter?

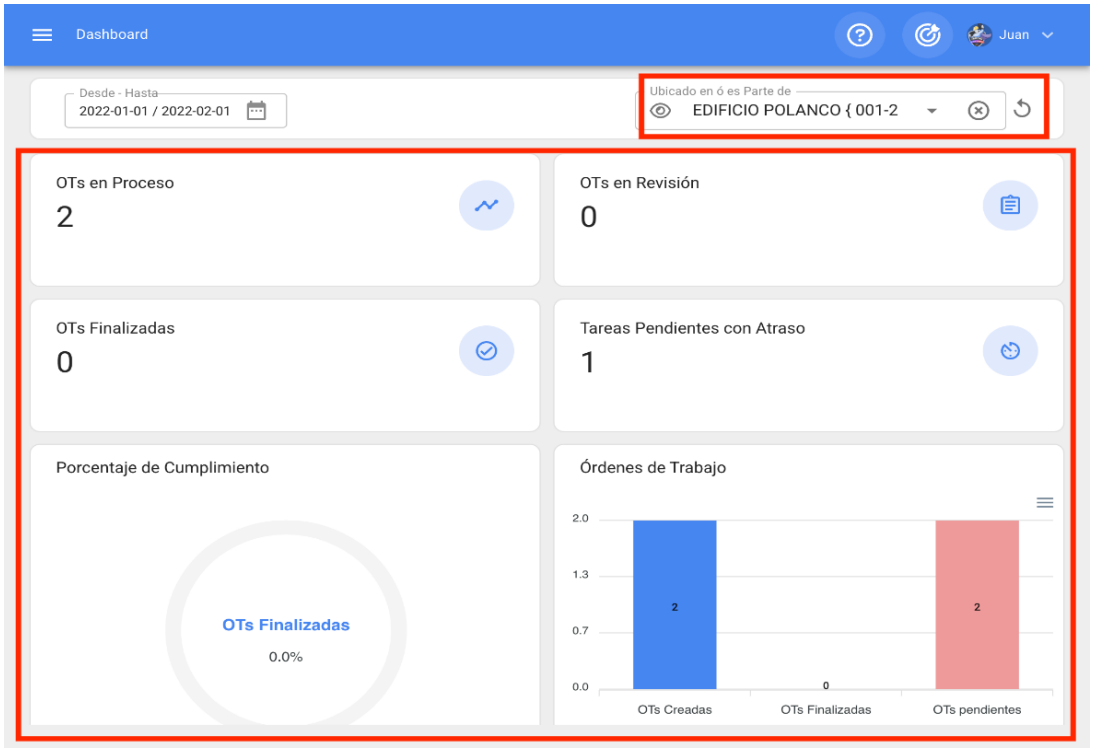
To apply the filter just click on the bar.



Then the system will display a new window with all the assets to select the option to search for.



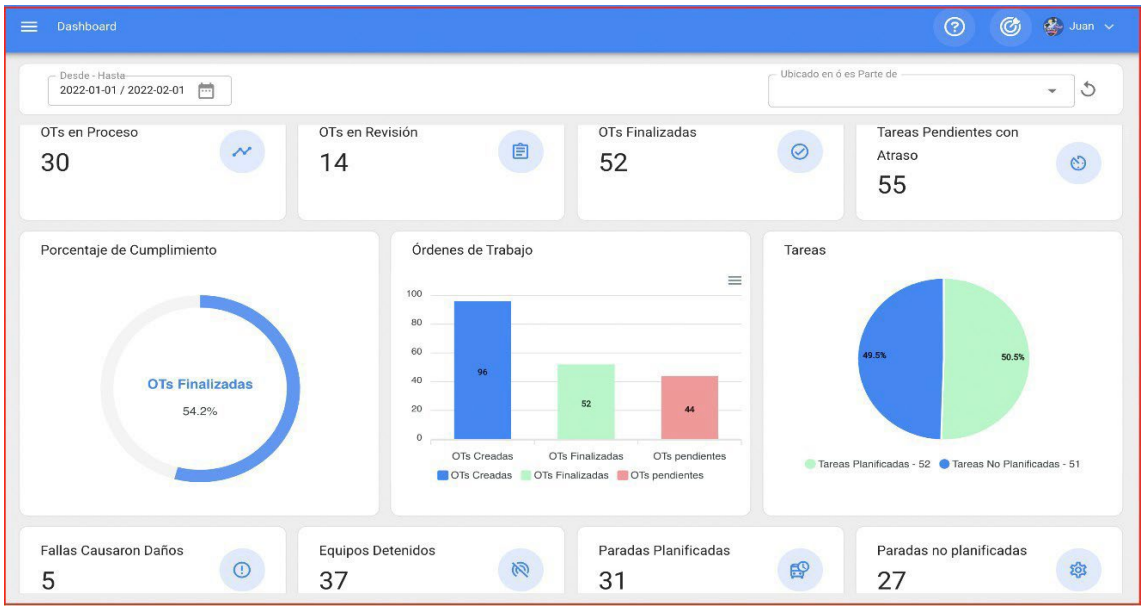
Finally, by selecting the asset in question, the system will update and adjust all the information contained in the Dashboard.



Dashboard indicators : Fracttal One

help.fracttal.com/en/articles/6014464-dashboard-indicators

When entering the platform, the first thing you see is the Dashboard.



The dashboard is the board where you will be able to visualize in an updated and summarized way the information of your management in the platform; thus, obtaining indicators and dynamic graphics with the following:

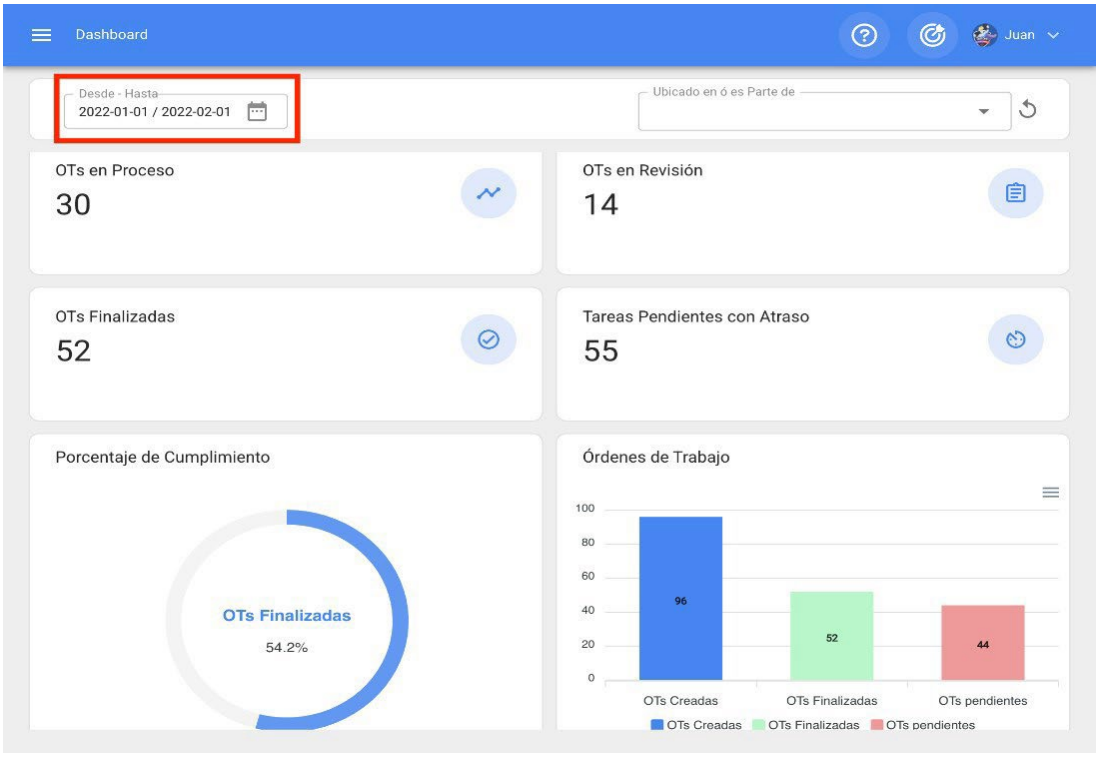
- **TOs in Process:** Corresponds to the total number of work orders that are still in the execution stage.
- **TOs under Review:** Corresponds to the total number of work orders that have already been executed and are in the verification stage.
- **Completed TOs:** Corresponds to the total number of work orders that have been verified and completed.
- **Overdue Pending Tasks:** Corresponds to the number of work management that are waiting to be planned as WO according to their frequency or trigger.
- **Percentage of Completion:** Graph representing the proportionality between TOs created vs. TOs completed.
- **Work Orders:** Comparative bar chart between TOs created, completed and pending.

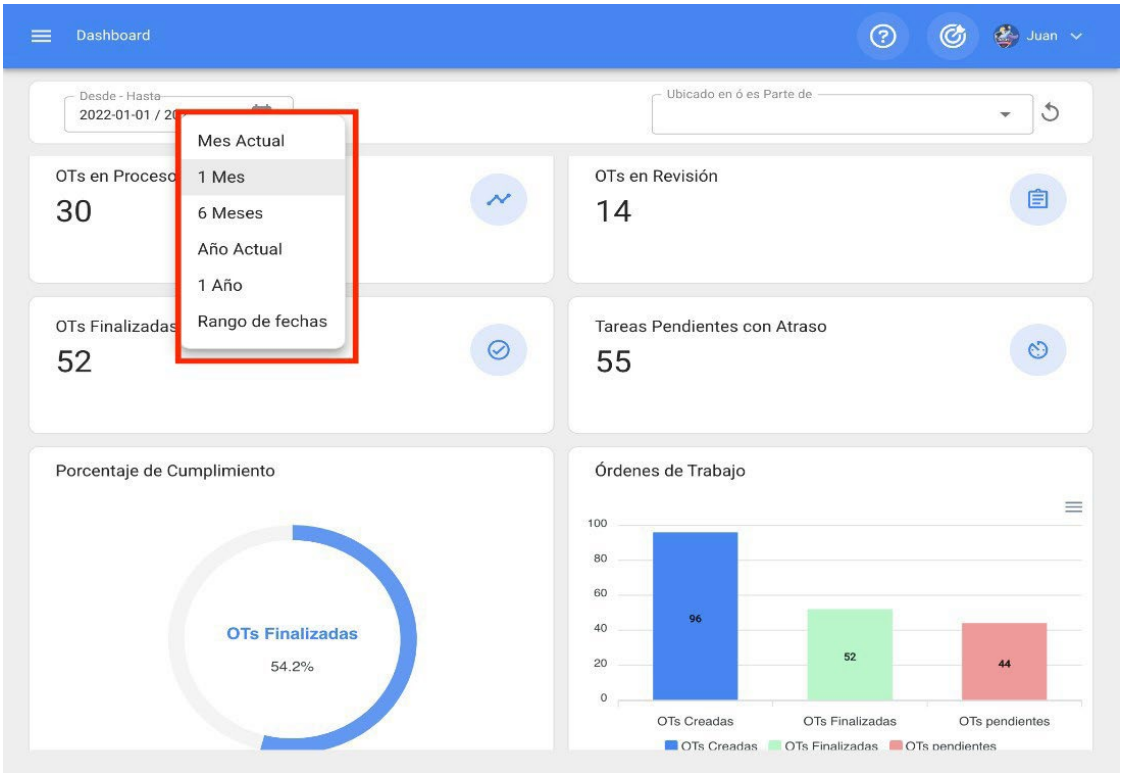
- **Tasks:** Comparative pie chart between planned vs. unplanned work management.
- **Failures Caused Damage:** Corresponds to the number of failures associated with assets that have caused some type of damage (to the environment, facilities, injuries to internal personnel, third parties and others).
- **Stopped Equipment:** Corresponds to the number of equipment that are stopped (equipment out of service and down for maintenance).
- **Planned Stops:** Correspond to all the stops that have occurred due to planned activities.
- **Unplanned Stoppages:** Correspond to all stoppages that have occurred due to unplanned activities.
- **Work Requests:** Comparative bar chart between created vs. solved requests.
- **Priority in Tasks:** Ring chart showing the ratio between the priorities of the work management.
- **Severity of Failure:** Ring chart showing the ratio between the severity of the reported failures.

How to apply filters by range of dates?

help.fracttal.com/en/articles/6014515-how-to-apply-filters-by-date-range

The dashboard, being completely dynamic, allows you to select different date ranges to be displayed on the dashboard. To do so, click on the date and then the system will display all the available options:



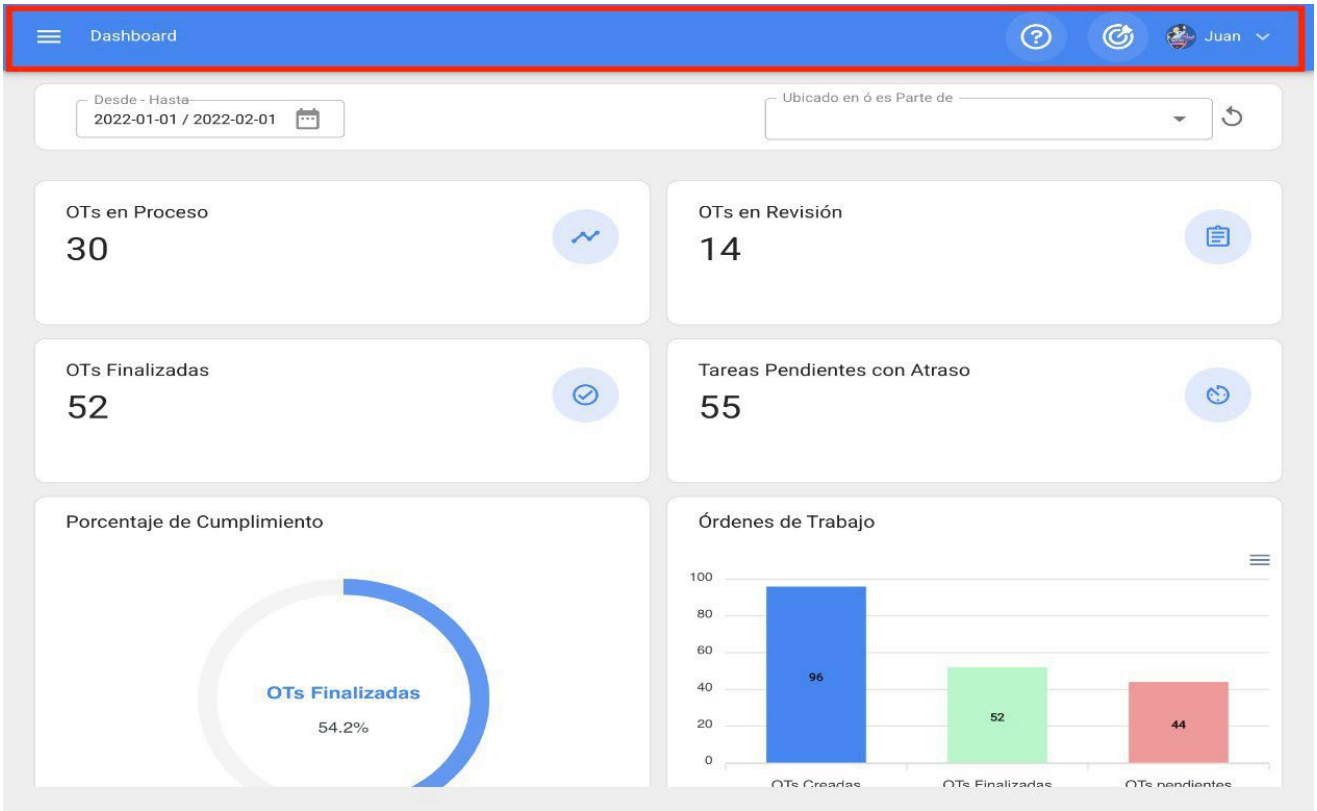


Here, the following filter options will be available:

- **Current Month:** Allows you to view the information of the current month.
- **1 Month:** Allows the display of information for one month only (it is counted backwards from the current day to the month).
- **6 Months:** Allows you to view the information for the last 6 months (counted backwards from the current day to 6 months).
- **Current Year:** Allows you to view the information for the current year.
- **1 Year:** Allows you to view the information for a whole year (counting backwards from the current day to the year).
- **Date range:** Allows you to select the specific date range to be evaluated.

Main header bar : Fracttal One

help.fracttal.com/articles/6014522-main header bar

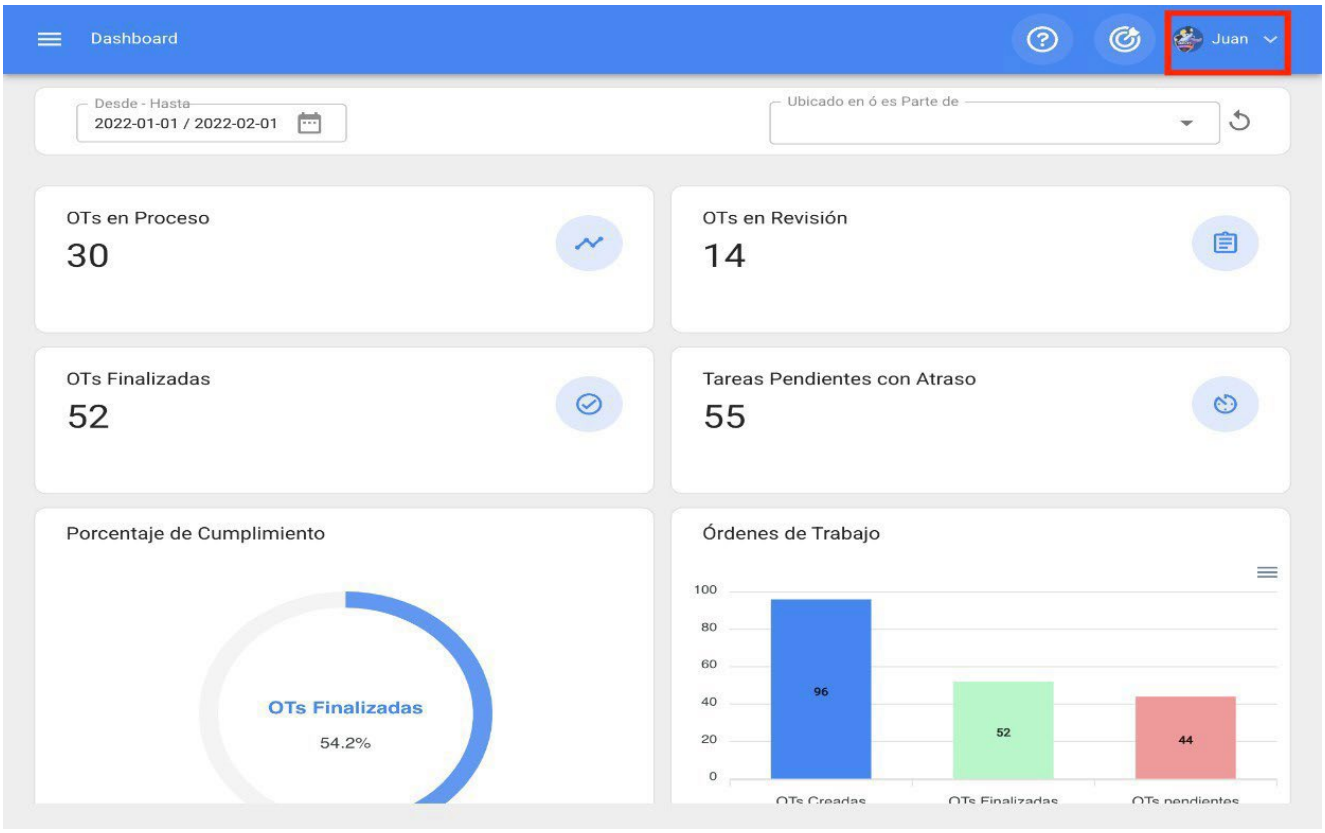


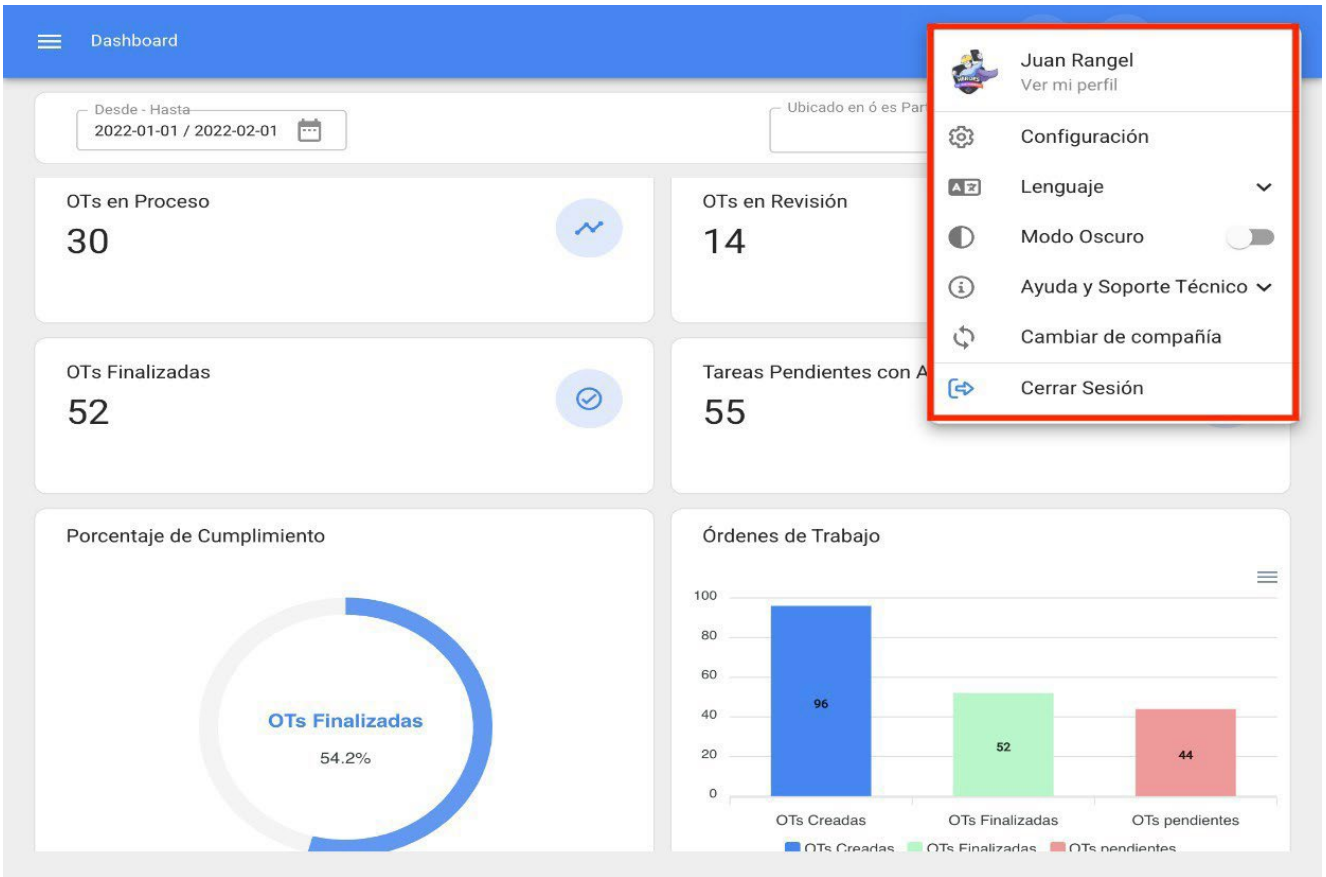
The main header bar is located all the time at the top of the platform and there you will have the following options:

- **Main Menu**
- **Guided Tour**
- **Super Finder**
- **Quick Action**
- **Option Menu**

Options Menu

To enter the options menu you only have to click on the button with your name, which you will find on the upper right side of the platform.

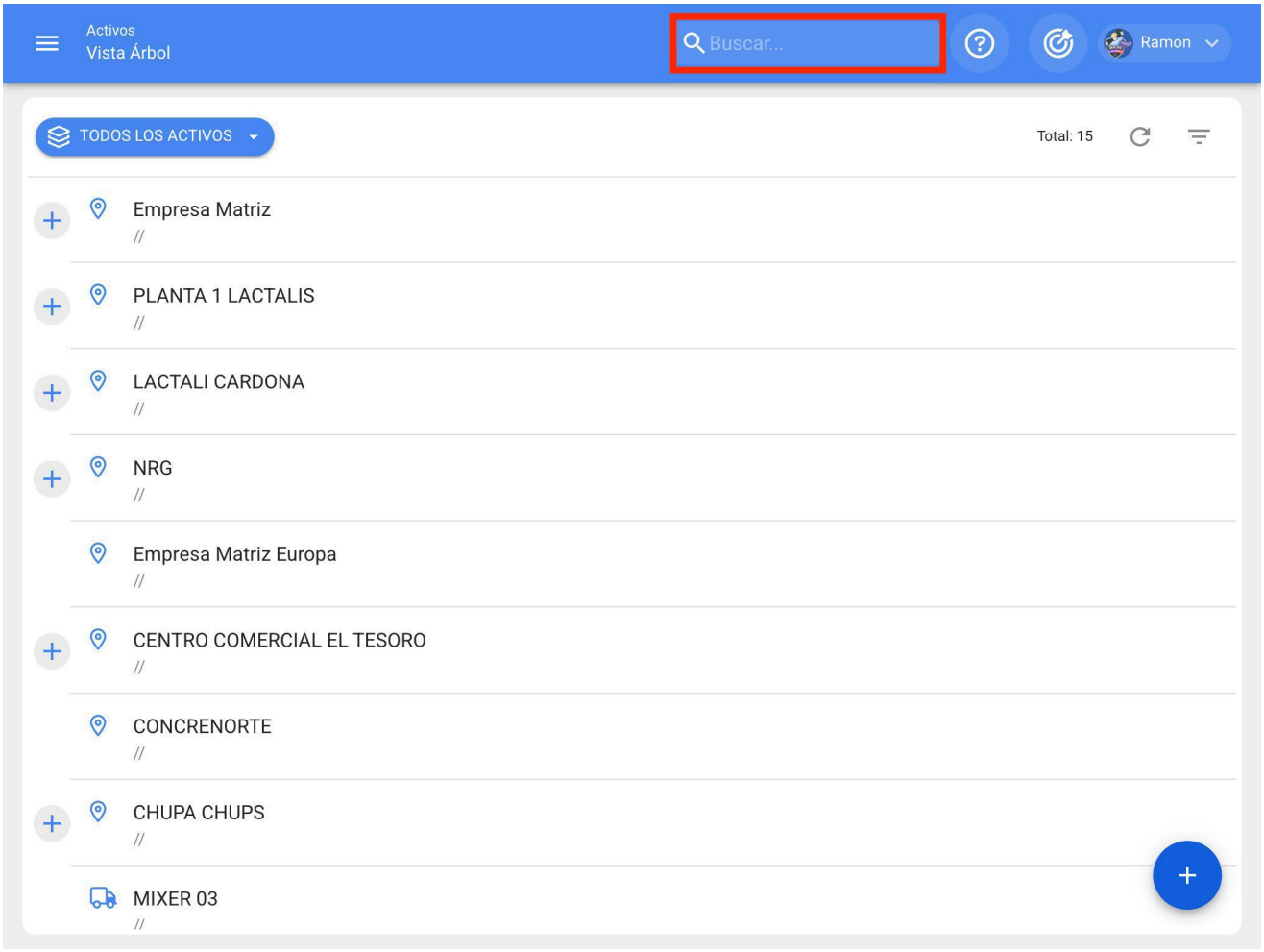




After clicking, a list with the following options will be displayed:

- **View my profile:** This option allows you to view in read mode the user profile of the person who performed the action.
- **Configuration:** Platform configuration module.
- **Language:** Option to select the language in which the platform will be displayed (English, Spanish, Portuguese Brazil, Portuguese, Galician, Catalan, Basque).
).
- **Dark Mode:** Option to select the dark display mode of the screen on the platform.
- **Help & Support:** Menu with links to online chat, technical support, help portal, tips, Fracttal Academy and give access to support.
- **Change company:** Option that is activated by means of an add-on, which allows access to different Fracttal contracted bases (independent bases) with the same access email for these accounts.
- **Logout:** Option for securely outgoing from the platform, closing your user session.

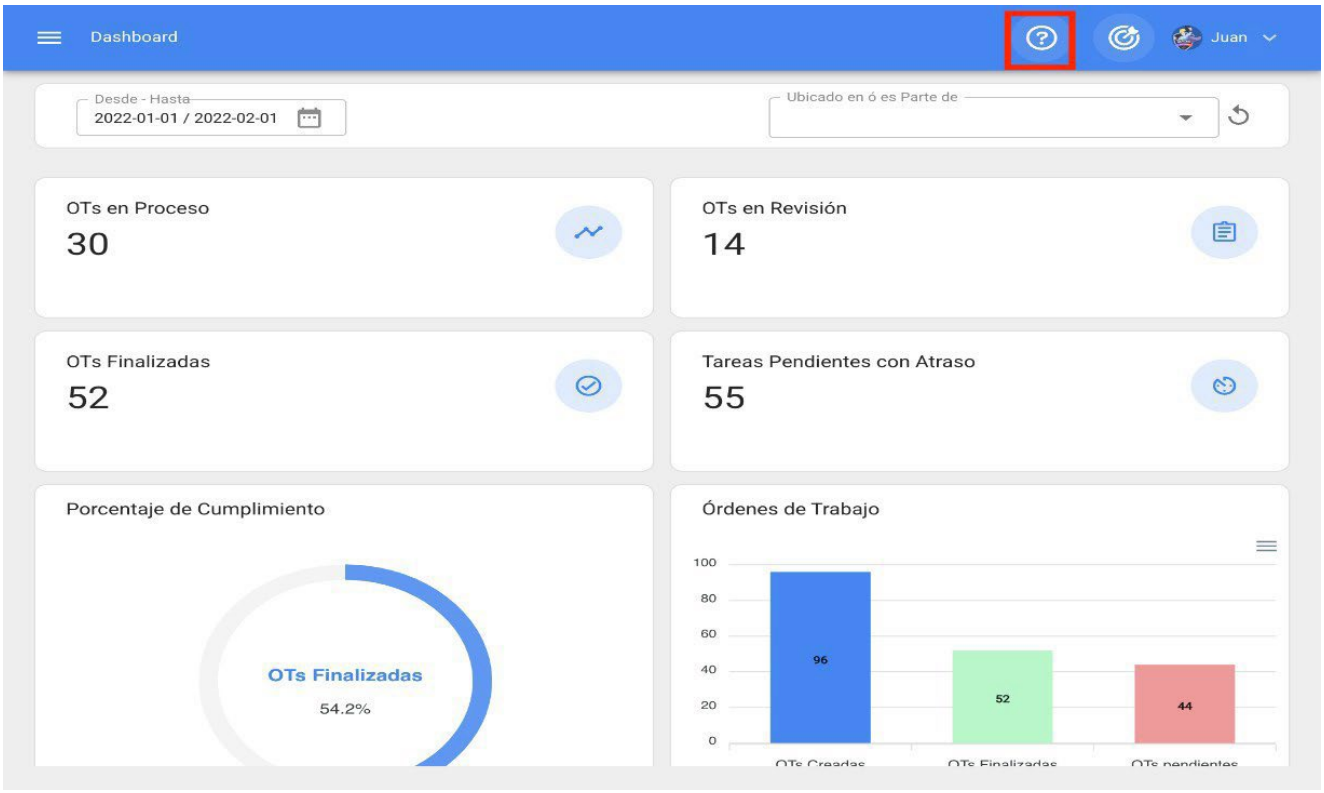
Super Search Engine



The super search engine is an advanced filter that you will find at the top right of the main header bar and that allows you to search in a general way on all the available fields of the module in which you find the information described in the filter.

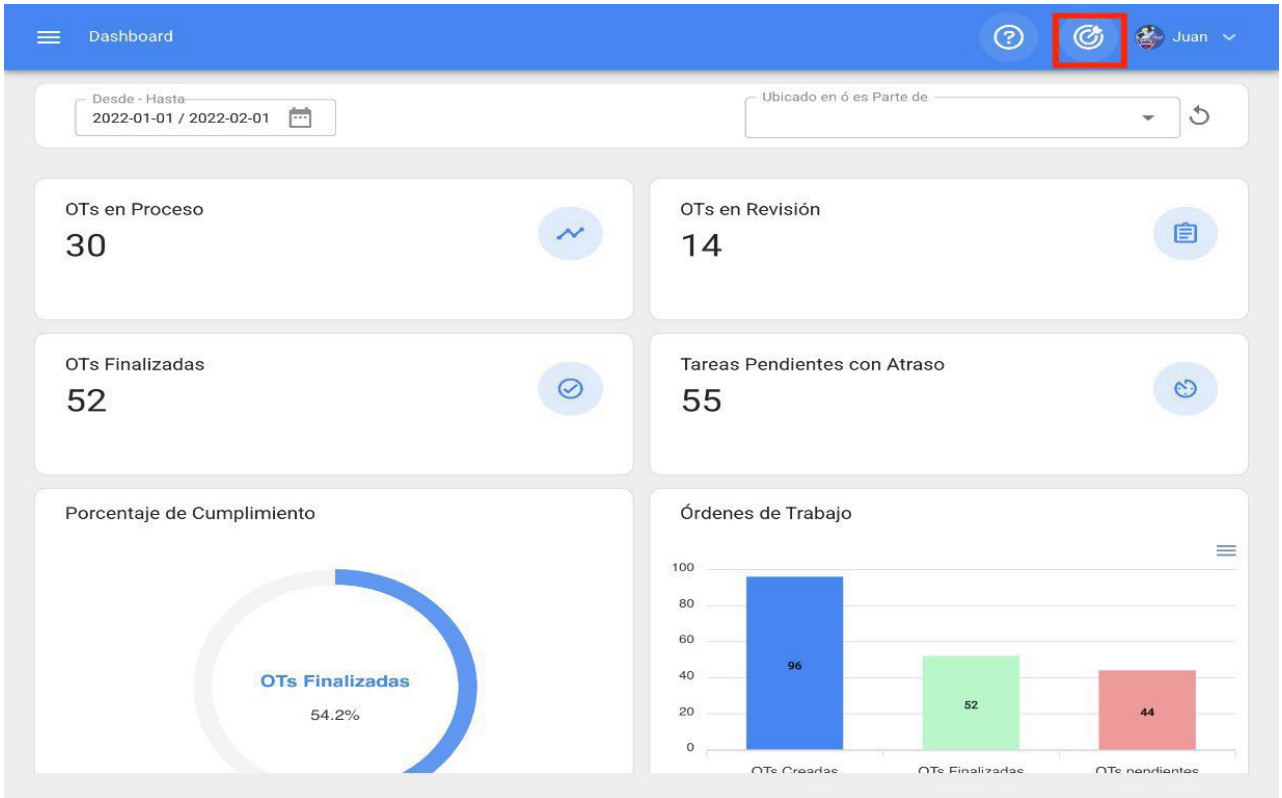
Note: This filter is not applicable in the dashboard, nor in the assets tree view.

Guided Tour



The guided tour is a brief tour of the main aspects of the module in question with a short explanation of the module.

Fast Action

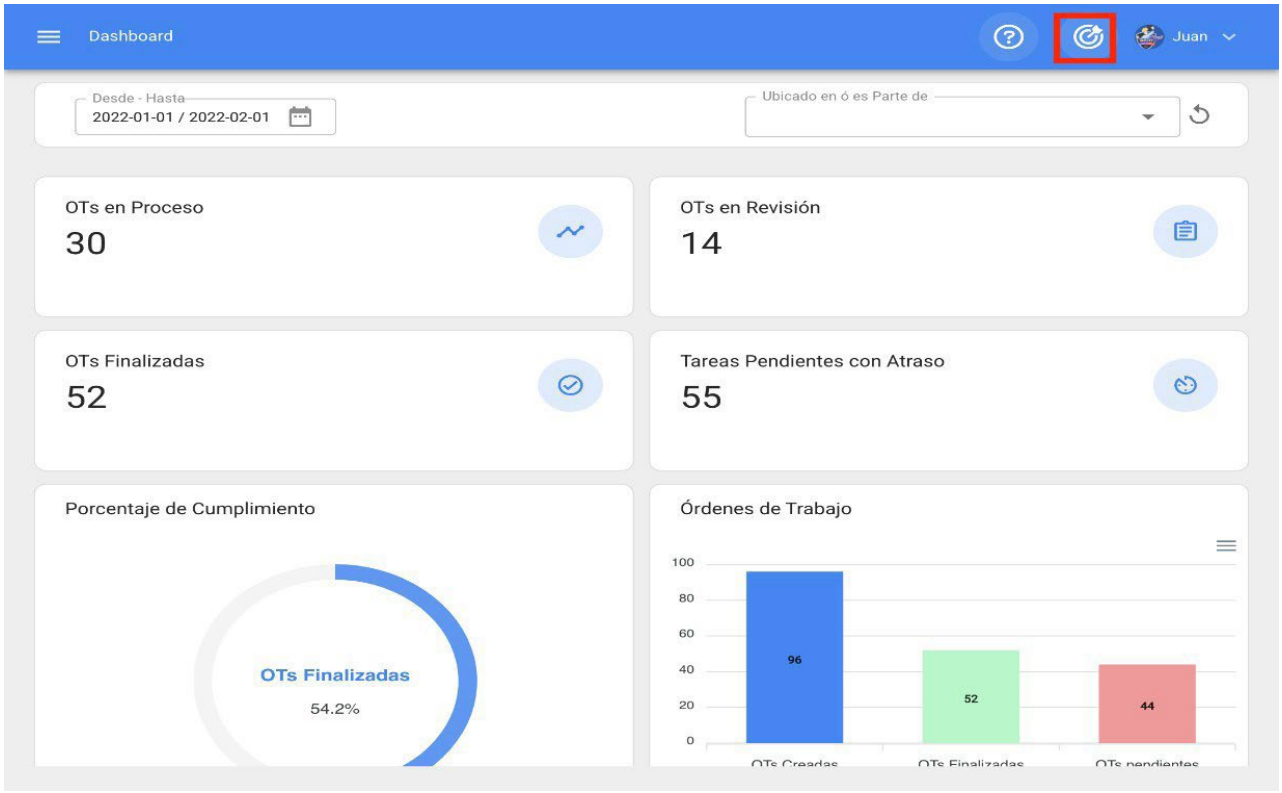


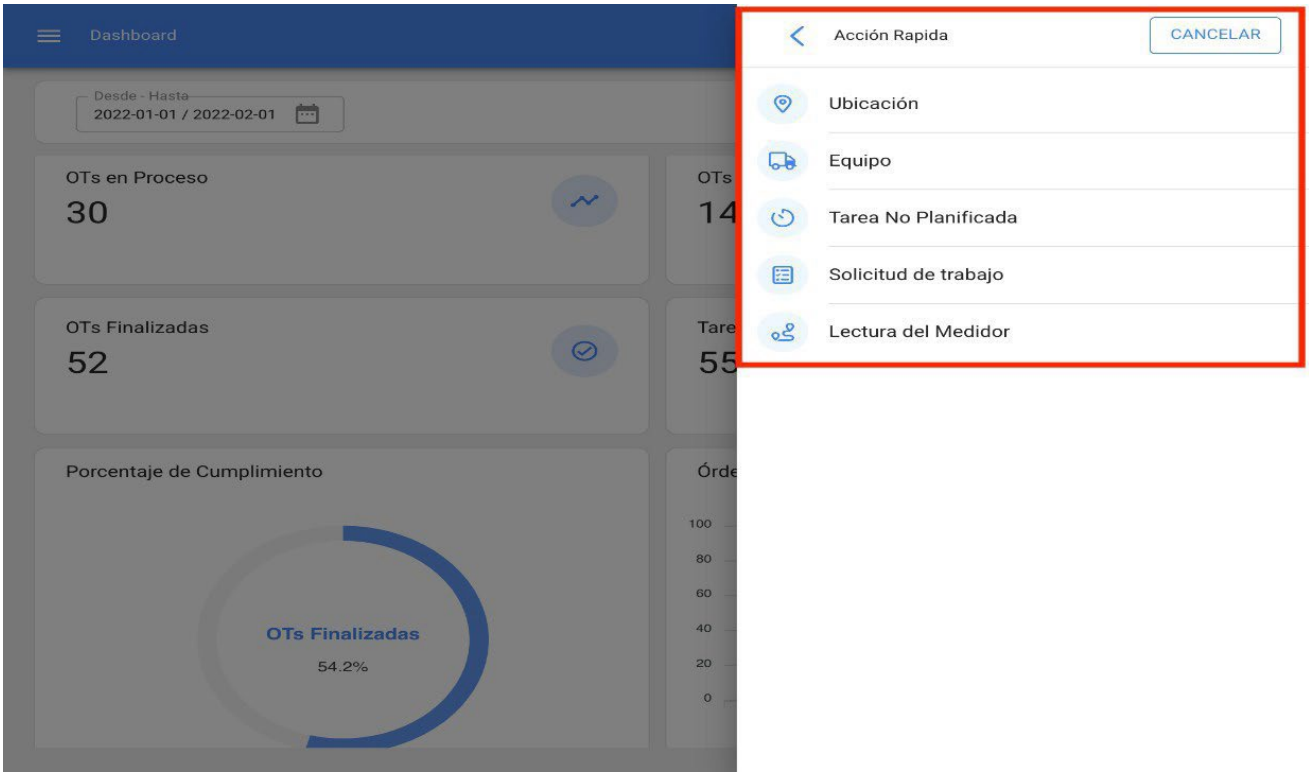
The quick action button is always available at the top right of the main header bar, this option allows you to quickly and easily add the following:

- **Location Type Assets**
- **Location Type Assets**
- **Equipment Type Assets**
- **Unplanned Tasks Work**
- **Request Meter Reading**

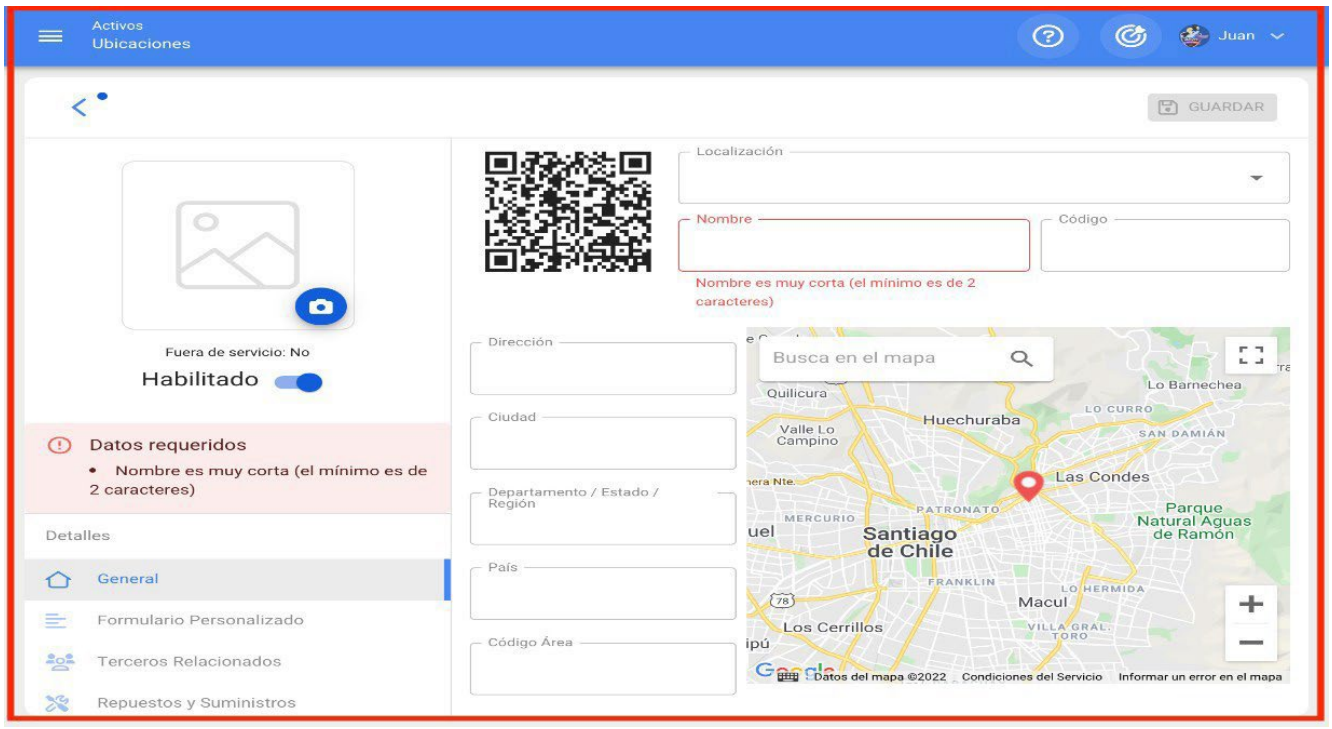
How to make use of the Quick Action?

To add any of the available options, just click on the quick action button and the system will display a window of options.



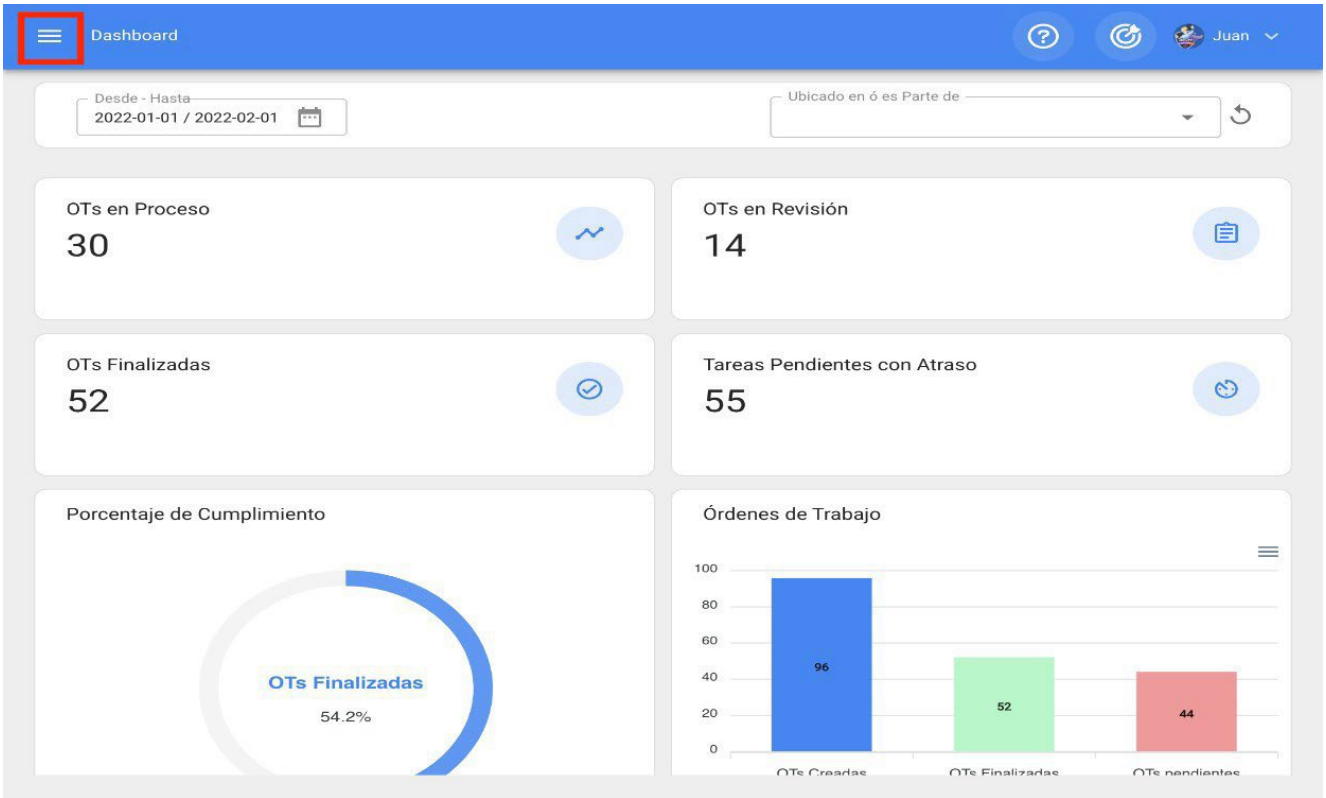


Finally, when you select the option you wish to add, the system will redirect you to the corresponding module to continue with the process; such as, for example, a location type asset.

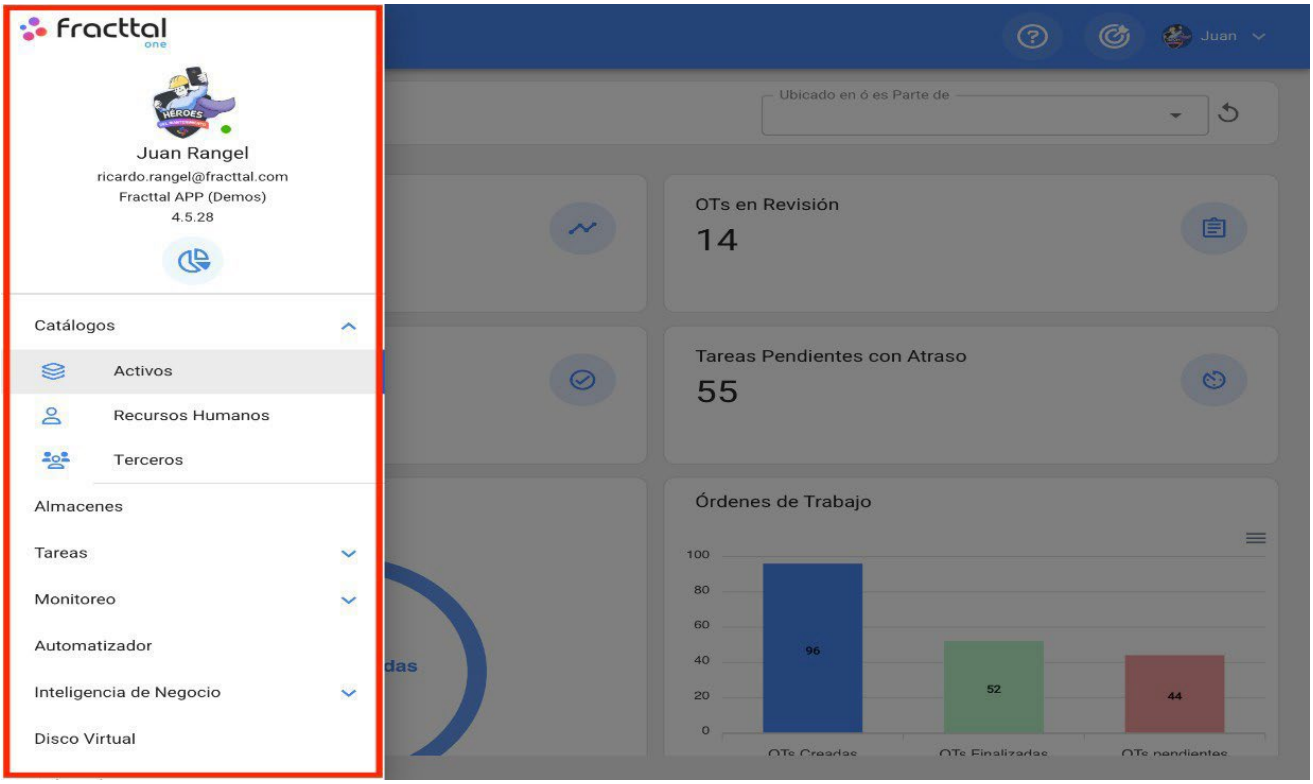


Main Menu:

To access the main menu, just click on the button on the top left of the main header bar of the platform.



When clicked, the system will display a new window with the list of modules that make up the main menu, along with user profile information, company name, latest version of the platform and direct link to the dashboard.



This list is made up of the following modules:

- **Catalogs**
- **Warehouse**
- **Work**
- **management**
- **Monitoring**

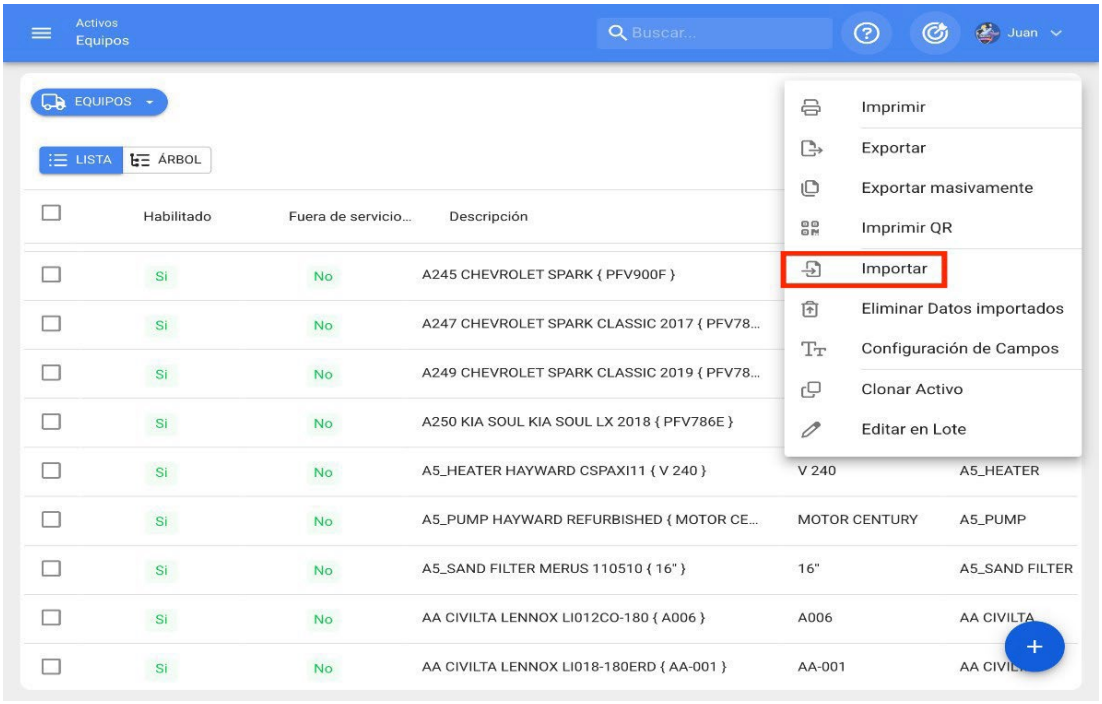
  Dispatcher
- **Business Intelligence**
- **Virtual Cloud Disk**
- **Requests**

Massive import of information in Fracttal

help.fracttal.com/en/articles/6014634-mass-importation-of-information-in-fracttal

In Fracttal One you can import your initial information massively through default Excel spreadsheets in the following modules:

- **Assets** (applies to all types of assets)
- **Inhouse personnel**
- **third parties**
- **Warehouses** (valid only for the initial import of stock) Download Import forms



How to prepare the import form?

help.fracttal.com/en/articles/6014636-as-preparing-import-template

The fields or descriptive headings of the columns in the import spreadsheets may vary depending on the module in which the import is to be performed. However, the basic principle is the same in all modules of the platform.

Example: Location sheets

The location spreadsheets must be composed of columns containing the information shown in the table view, which are described below:

- **Name:** Corresponds to the name of the location to be added.
- **Address:** Corresponds to the physical address where the location is located.
- **City:** Corresponds to the City where the location is located.
- **Area Code:** Corresponds to the area code associated with the location to be added.
- **Department/ State/ Region:** Corresponds to the department, state or region of the location.
- **Country:** Corresponds to the country where the location to be registered is located.
- **Code:** Corresponds to the unique code to be assigned to the location. This field is of great relevance when locating other assets within the location and to perform analysis filters in the system. If there are no codes, an alternative is to enter the acronym "Act", followed by "Loc-"plus a correlative number, for example: **ACT.LOC-0001.**
- **Barcode:** Corresponds to the barcode assigned to the location.
- **Priority:** Corresponds to the priority of the location in the system. This priority must be placed numerically according to the following equivalence:

1 = Very High

2 = High

3 = Average

4 = Low

5 = Very Low

- **Type:** Corresponds to the categorization that will be given to the location in the system according to its type. This field is important to perform analysis filters in the system.
- **Classification 1:** Corresponds to a free field left by the platform for users to complete it with any type of information as required and taking into consideration that search filters can be performed by this field.
- **Classification 2:** As in classification 1, it corresponds to a free field left by the platform for users to complete it with any type of information as required and taking into consideration that search filters can be performed by this field.
- **Cost Center:** This is a referential value to the cost center associated with the location.
- **Notes:** Text type fields where you can add a note associated to the location.
- **Parent code (Located in or is part of):** Corresponds to the location where the asset is located within the system, taking into consideration the hierarchy that this represents for the visualization of the asset with respect to other users.

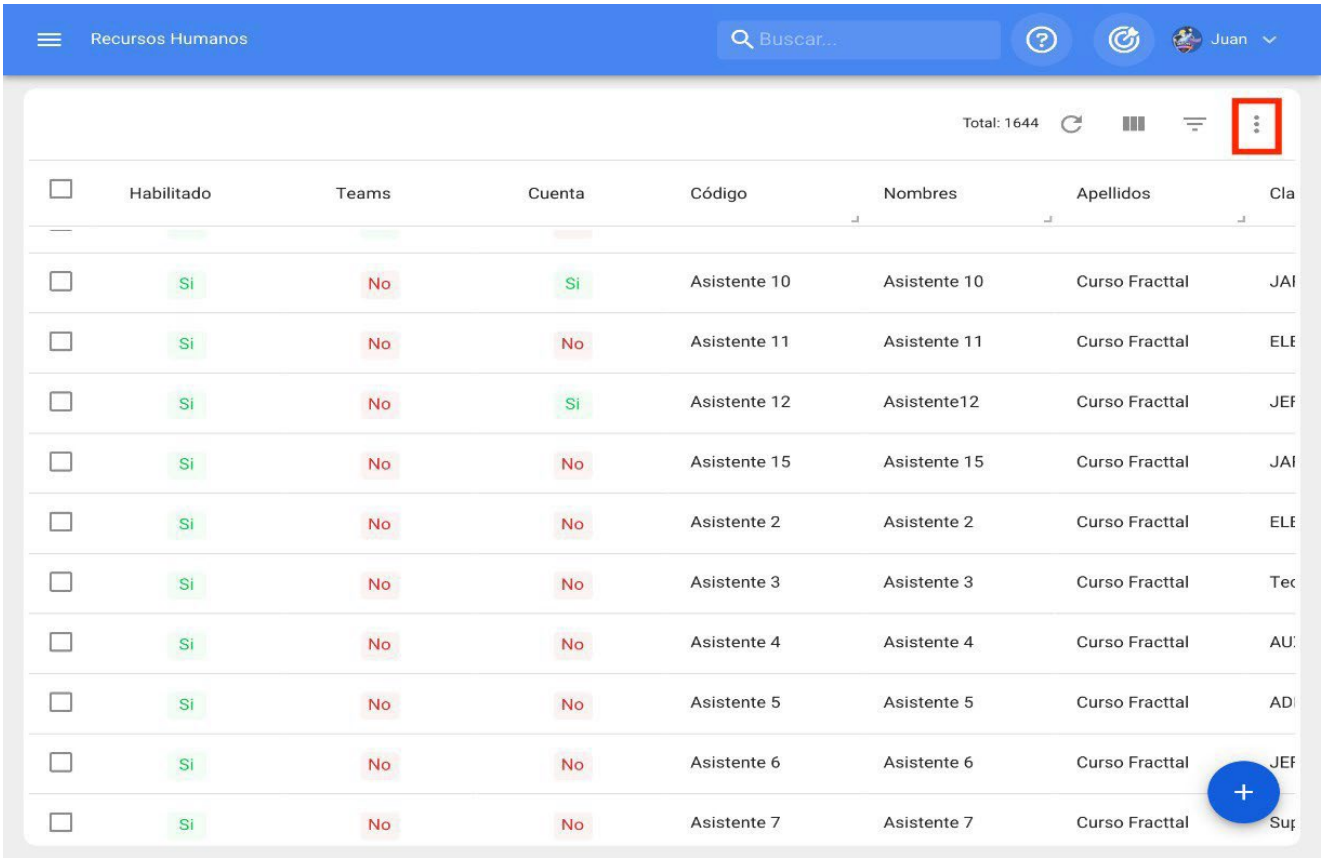
	A	B	C	D	E	F	G	H	I	J	K	L
1	Nombre	Dirección	Ciudad	Departamento / Estado/ Region	Pais	Código del Activo	Tipo de Localizacion	Clasificación 1	Clasificación 2	Centro de Costo	Prioridad	Codigo del padre
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												
13												
14												
15												
16												
17												
18												

Note: In the case of having certain fields that do not apply to certain locations, for example, the area or city code for restrooms or offices, you can leave this field empty in the platform.

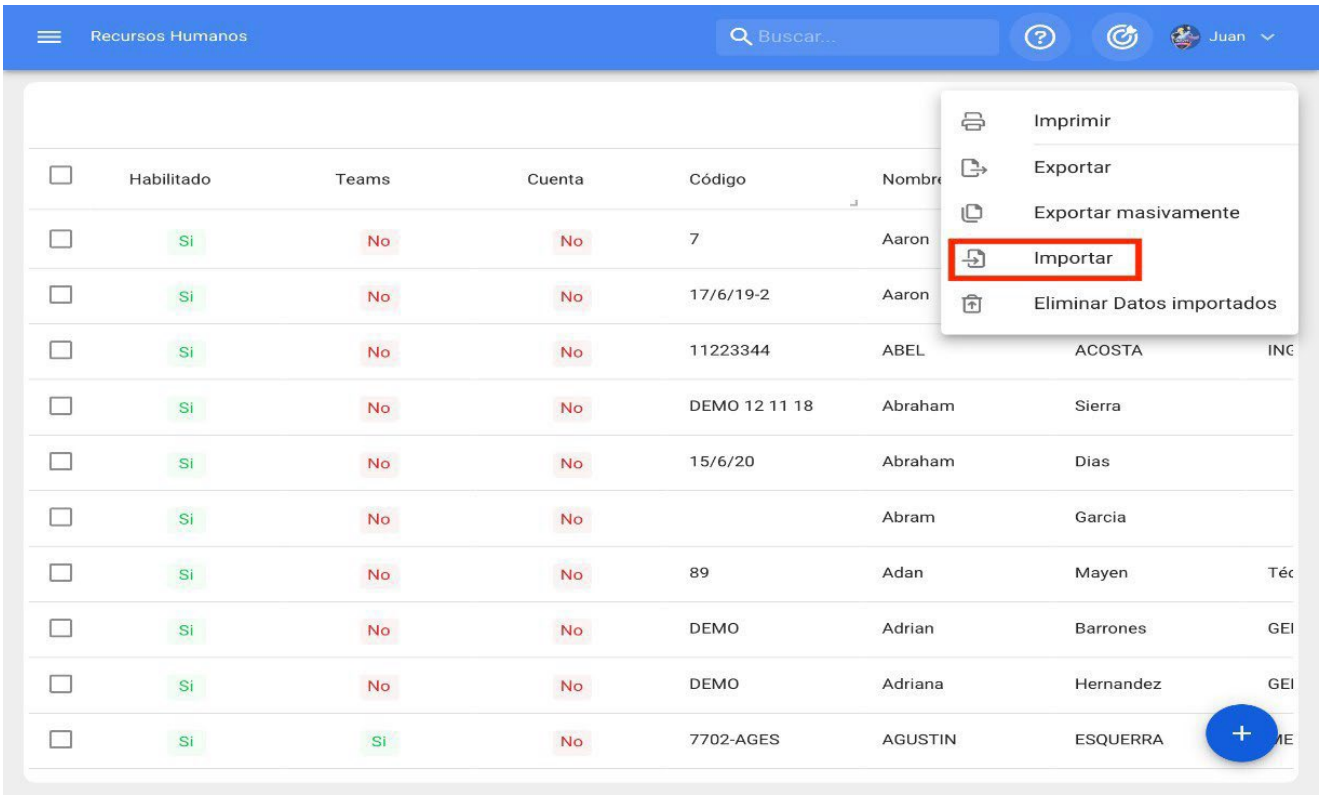
How to perform an import in the modules of catalogs?

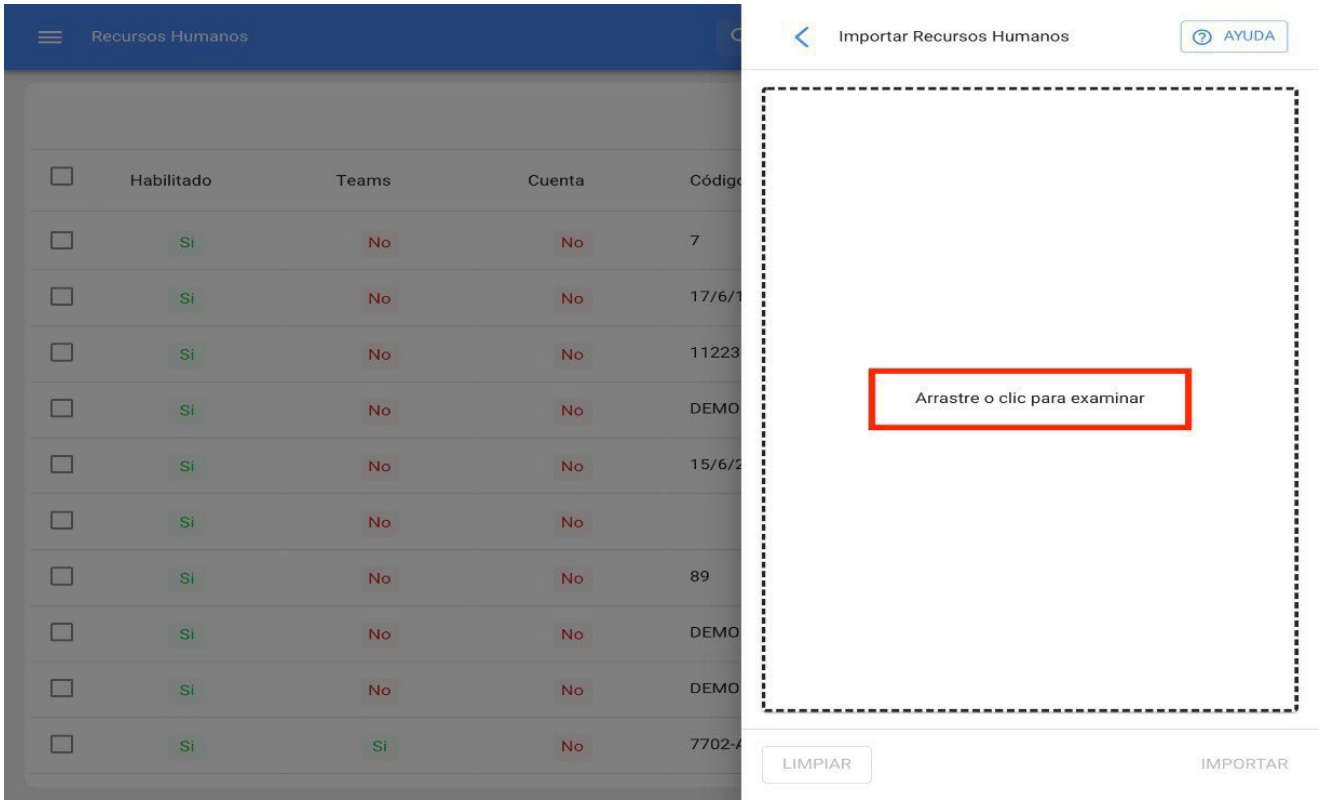
help.fracttal.com/en/articles/6014656-how-to-do-an-import-into-catalog-modules

To import a catalog (whether it is an asset, human resource or third party), just enter the corresponding module and display the additional options menu.

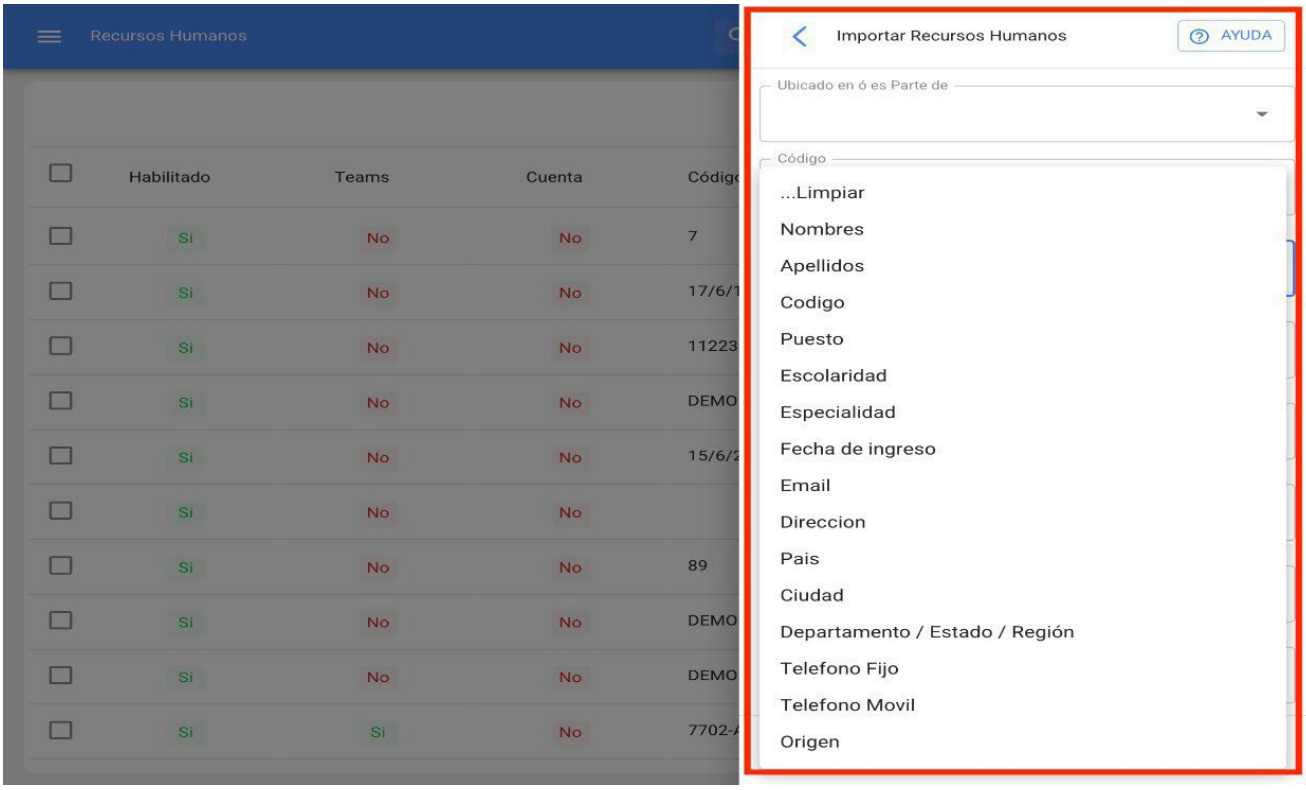


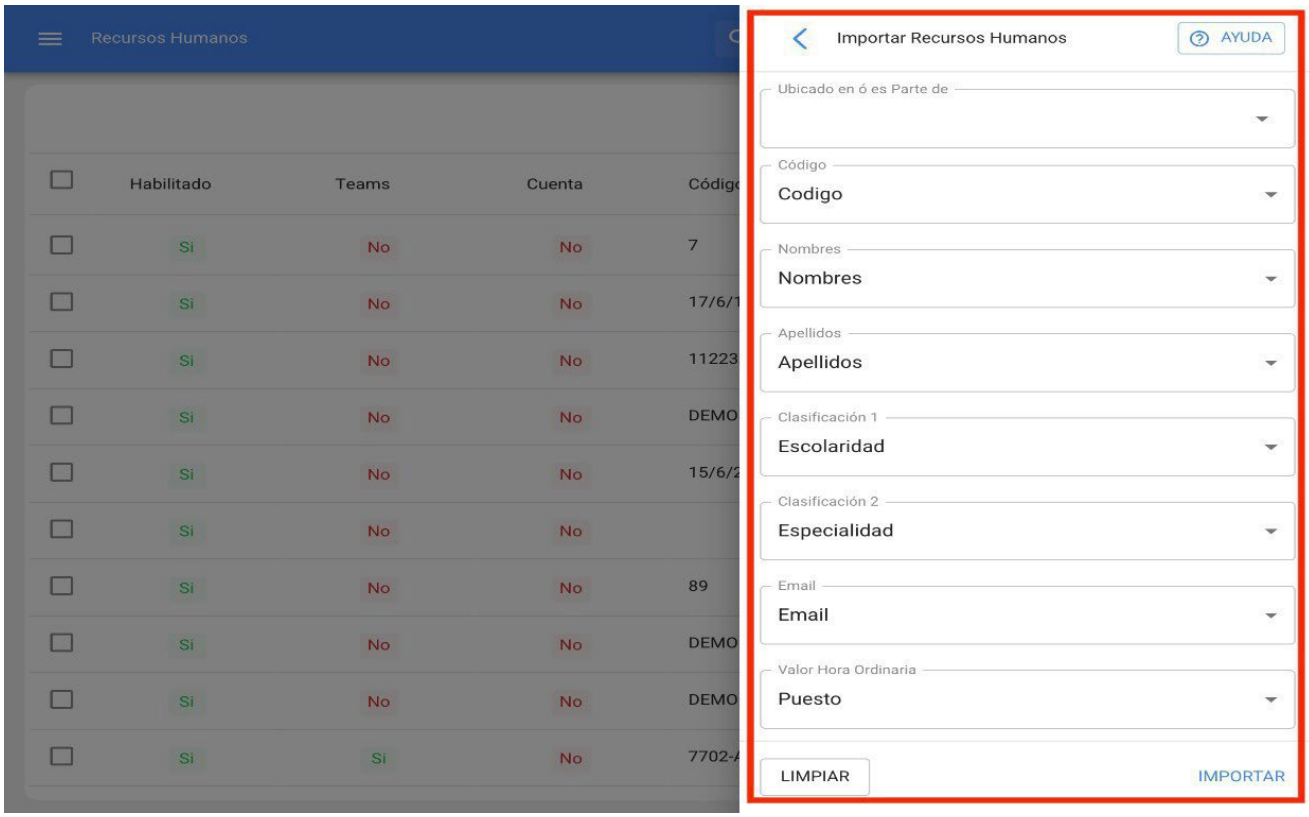
Then click on the "Import" option and the system will open a window where you can drag or select the Excel file with the import spreadsheet already completed.



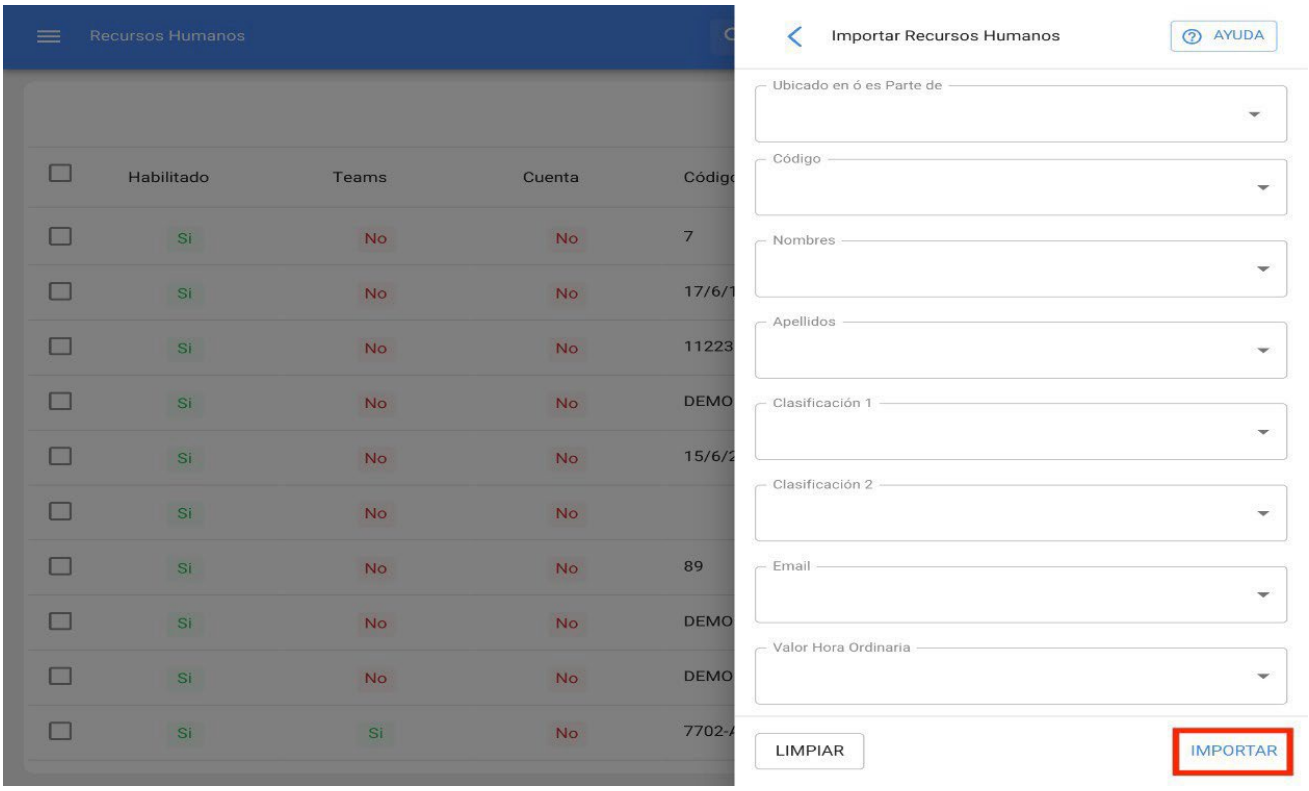


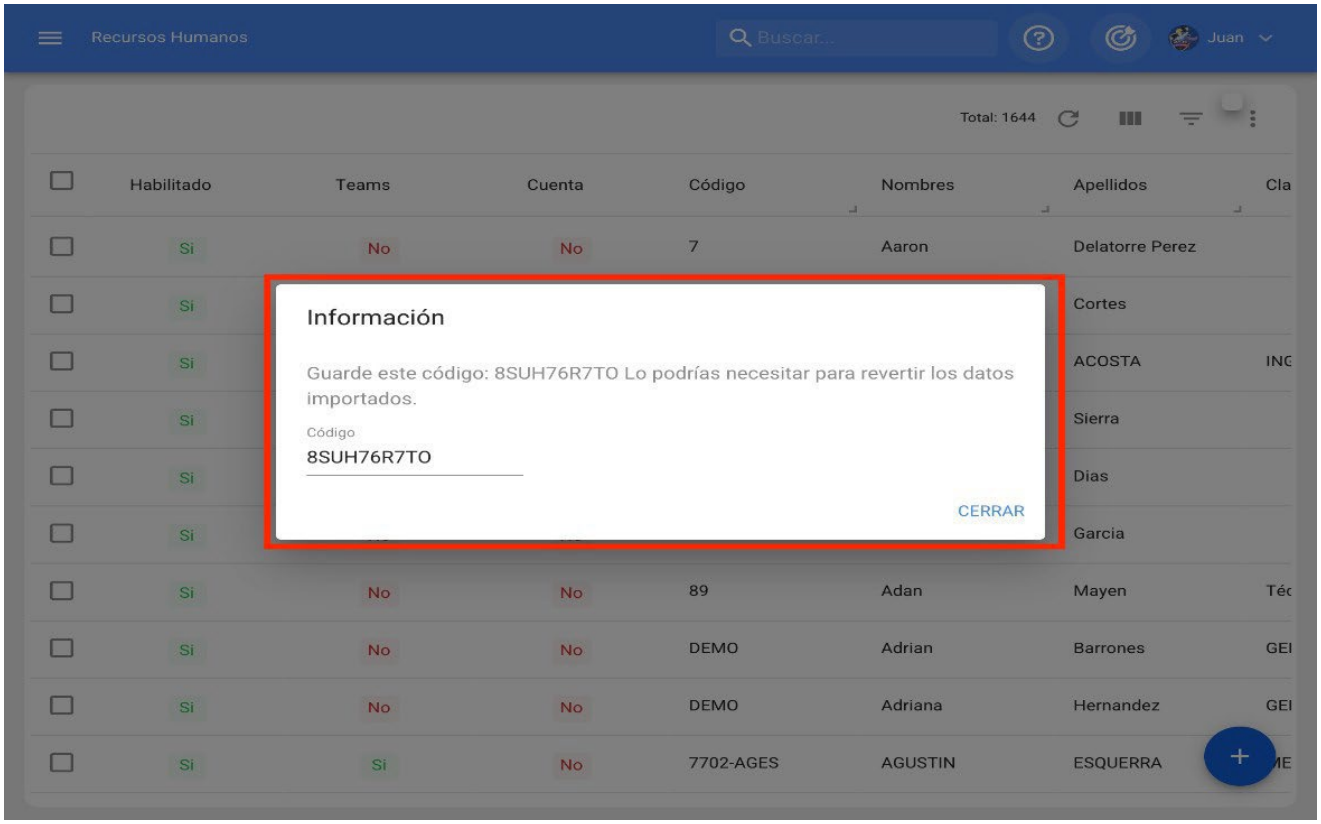
Once the file has been uploaded, the header title of the columns of the spreadsheet must match the text quoted in each box corresponding to the descriptive fields within the platform.





When all the columns are linked, just click on the "import" option and the system will load the import spreadsheet. At the end of the import, the system will automatically generate an import code that can be used in case you want to delete the imported information for any reason (this code is displayed on the screen and sent to the email of the user who made the import).





Note: This process is performed analogously for all asset, inhouse personnel and third parties modules.

Considerations

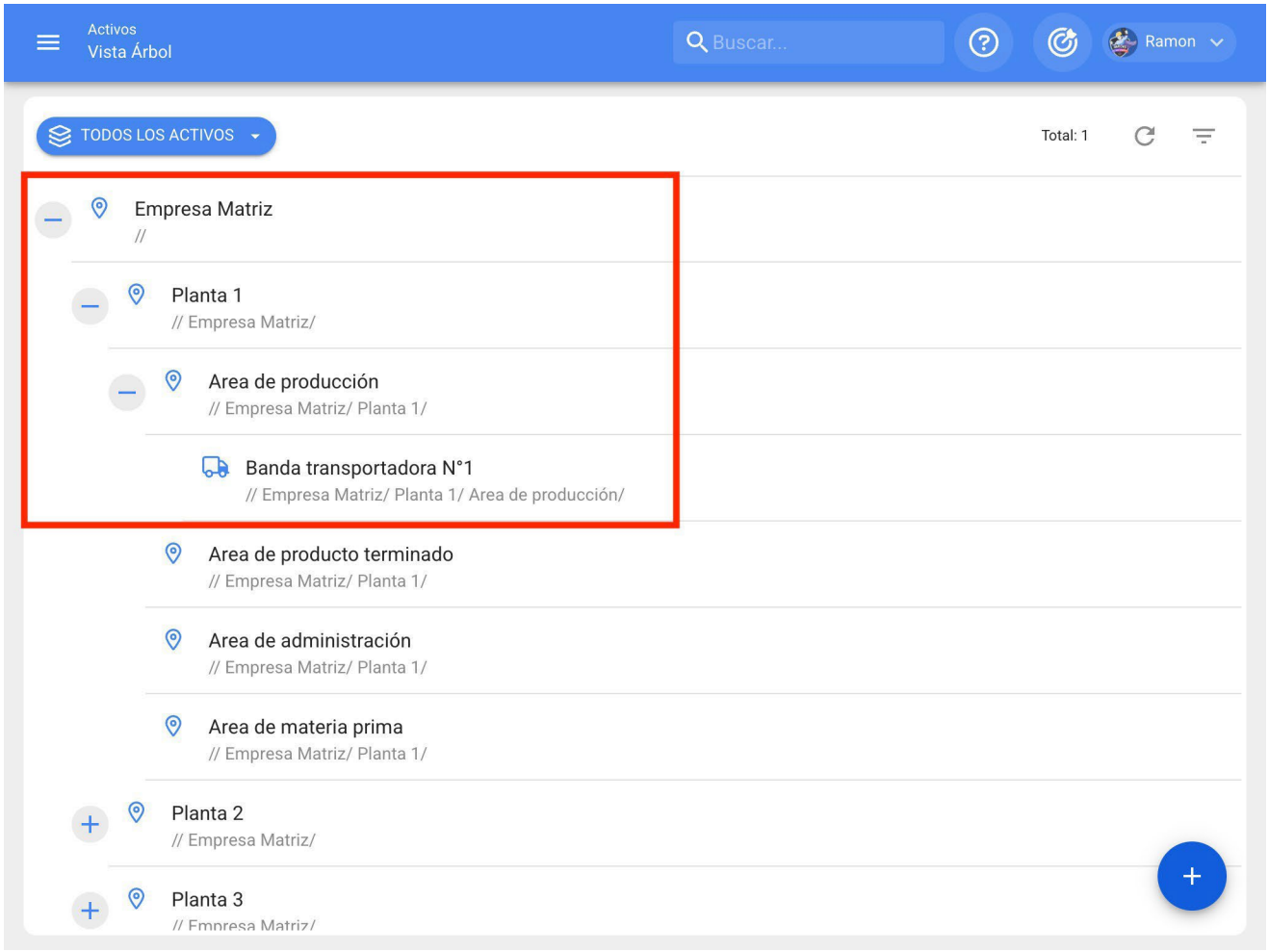
- Imports are made through Excel spreadsheets, which should not have formulas, hidden columns or special characters (as this may cause problems when loading the information into the system).
- Users must be clear about the fields they will use in the system to record the information associated with their assets, since these descriptive fields will be used as column headers in the spreadsheets, which must subsequently match the Fracttal columns (in the list views).
- If you do not need to use or complete certain fields (which are used in the platform to import information) it will not be necessary to add them as columns in the spreadsheet, since when importing, these fields will simply appear empty.
- There can be no duplicate codes for assets.
- Imports in the warehouse module only apply to the "stock" tab.
- Imports in the asset, inhouse personnel and third parties modules only apply to the information contained in the "general" tab.

How to import assets hierarchically from an import template?

help.fracttal.com/en/articles/6014660-how-to-hierarchically-import-assets-from-an-import-template

When importing assets, inhouse personnel and third parties, they can be loaded in a structured and hierarchical way through the unique codes of each one, for this purpose the spreadsheets must be organized making use of the Parent Code field (Located in or is Part of).

Example: If we want to build a hierarchical structure in the system that is composed as follows.



Two imports must be performed (one for locations and one for equipment), as imports are currently performed from the module of each type of asset.

In which case, we only need to complete the spreadsheets with the asset information and then import them into the system (for both equipment and locations).

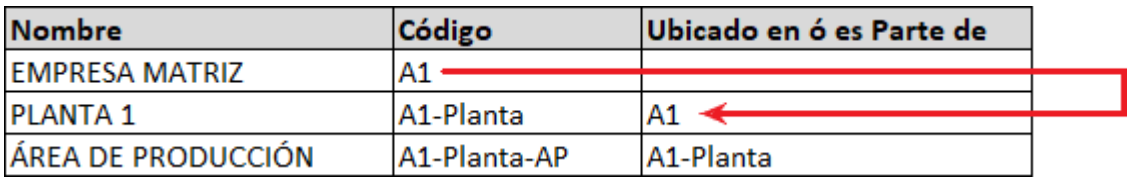
	A	B	C	D	E	F	G	L
1	**Nombre**	**Dirección**	**Ciudad**	**Departamento / Estado/ Region**	**Pais**	**Código del Activo**	**Tipo de Localizacion**	**Es Parte**
2	Empresa Matriz	Pedro de valdivia 291	Santiago	RM	Chile	A1	Empresa	
3	Planta 1	Pedro de valdivia 292	Maule	Región del Maule	Talca	A1-Planta1	Planta	A1
4	Area de producción	Pedro de valdivia 293	Maule	Región del Maule	Talca	A1-Planta1-AP	Produccion	A1-Planta1
5	Area de producto terminado	Pedro de valdivia 294	Maule	Región del Maule	Talca	A1-Planta1-PT	P Terminado	A1-Planta1
6	Area de administración	Pedro de valdivia 295	Maule	Región del Maule	Talca	A1-Planta1-AD	Administrativo	A1-Planta1
7	Area de materia prima	Pedro de valdivia 296	Maule	Región del Maule	Talca	A1-Planta1-MP	Materia prima	A1-Planta1
8	Planta 2	Pedro de valdivia 297	Concepción	Región del Biobío	Concepción	A1-Planta2	Planta	A1
9	Area de producción	Pedro de valdivia 298	Concepción	Región del Biobío	Concepción	A1-Planta2-AP	Produccion	A1-Planta2
10	Area de producto terminado	Pedro de valdivia 299	Concepción	Región del Biobío	Concepción	A1-Planta2-PT	P Terminado	A1-Planta2
11	Area de administración	Pedro de valdivia 300	Concepción	Región del Biobío	Concepción	A1-Planta2-AD	Administrativo	A1-Planta2
12	Area de materia prima	Pedro de valdivia 301	Concepción	Región del Biobío	Concepción	A1-Planta2-MP	Materia prima	A1-Planta2
13	Planta 3	Pedro de valdivia 302	Arica	Región de Tarapacá	Arica	A1-Planta3	Planta	A1
14	Area de producción	Pedro de valdivia 303	Arica	Región de Tarapacá	Arica	A1-Planta3-AP	Produccion	A1-Planta3
15	Area de producto terminado	Pedro de valdivia 304	Arica	Región de Tarapacá	Arica	A1-Planta3-PT	P Terminado	A1-Planta3
16	Area de administración	Pedro de valdivia 305	Arica	Región de Tarapacá	Arica	A1-Planta3-AD	Administrativo	A1-Planta3
17	Area de materia prima	Pedro de valdivia 306	Arica	Región de Tarapacá	Arica	A1-Planta3-MP	Materia prima	A1-Planta3

However, when filling out the forms, the following points should be taken into consideration when entering the codes (the asset's own codes, together with their parent codes):

The rows of the spreadsheet must be sorted in descending order. In other words, the parent location or asset must be loaded first and then the children (the spreadsheets are loaded in the system from top to bottom, taking into consideration the order of the codes).

Nombre	Código	Ubicado en ó es Parte de
EMPRESA MATRIZ	A1	
PLANTA 1	A1-Planta	A1
ÁREA DE PRODUCCIÓN	A1-Planta-AP	A1-Planta

The parent code column (Located in or is Part of), must contain the immediate parent of the asset in question, so that the system recognizes where the asset should be located on the platform.



Nombre	Código	Ubicado en ó es Parte de
EMPRESA MATRIZ	A1	
PLANTA 1	A1-Planta	A1
ÁREA DE PRODUCCIÓN	A1-Planta-AP	A1-Planta

For equipment that is located in a particular location in the system, first the locations must be loaded and then the equipment. Keep in mind that the parent codes of the equipment correspond to the codes of the locations where they are located.

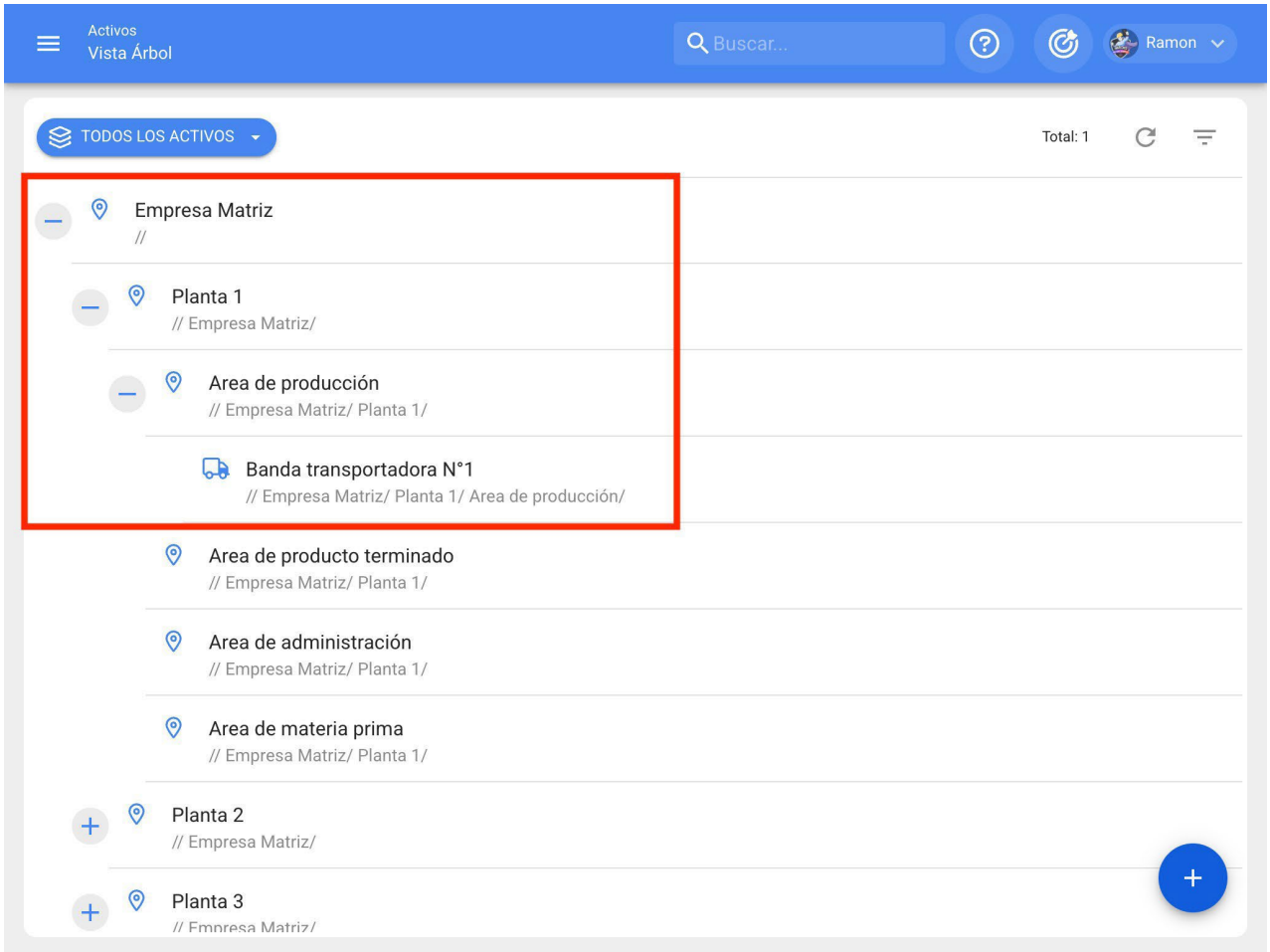
Ubicaciones

Nombre	Código	Ubicado en ó es Parte de
EMPRESA MATRIZ	A1	
PLANTA 1	A1-Planta	A1
ÁREA DE PRODUCCIÓN	A1-Planta-AP	A1-Planta

Equipos

Nombre	Código	Ubicado en ó es Parte de
BANDA TRANSPORADORA N°1	A1-Planta-AP-BT1	A1-Planta-AP
BANDA TRANSPORADORA N°2	A1-Planta-AP-BT2	A1-Planta-AP

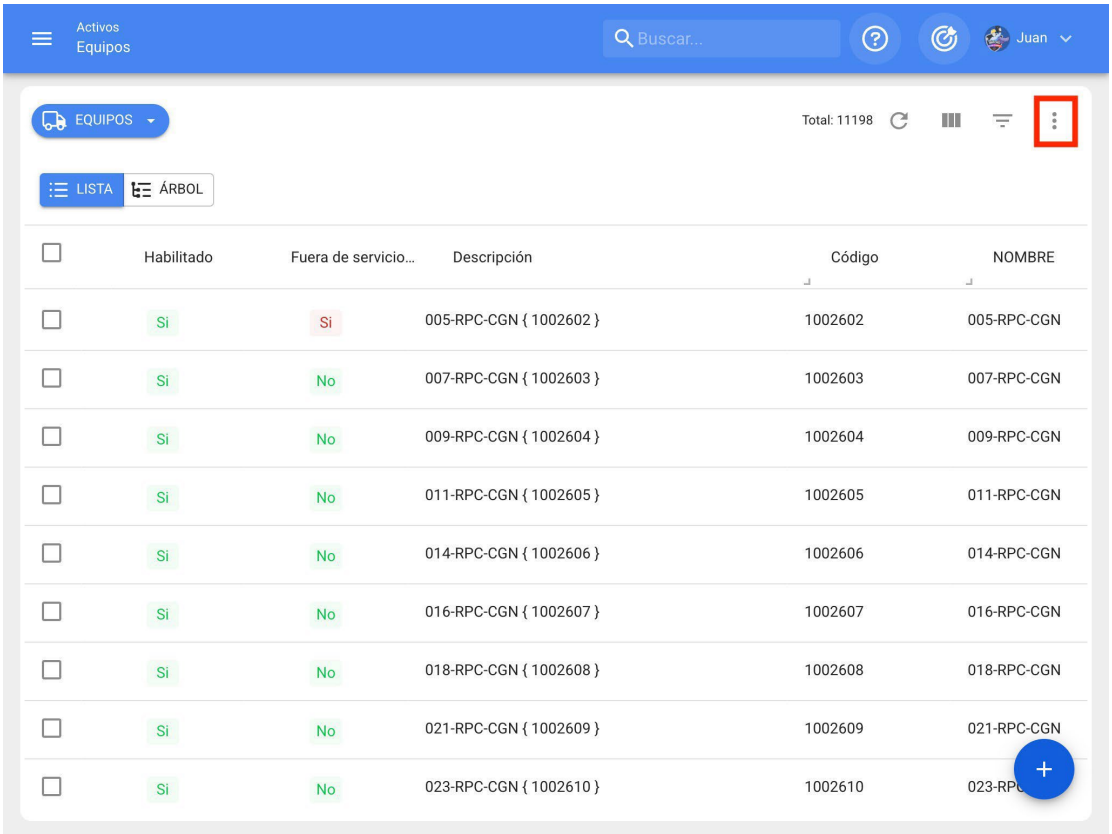
Finally, after performing the imports shown, this hierarchical structure can be visualized from the assets tree view.



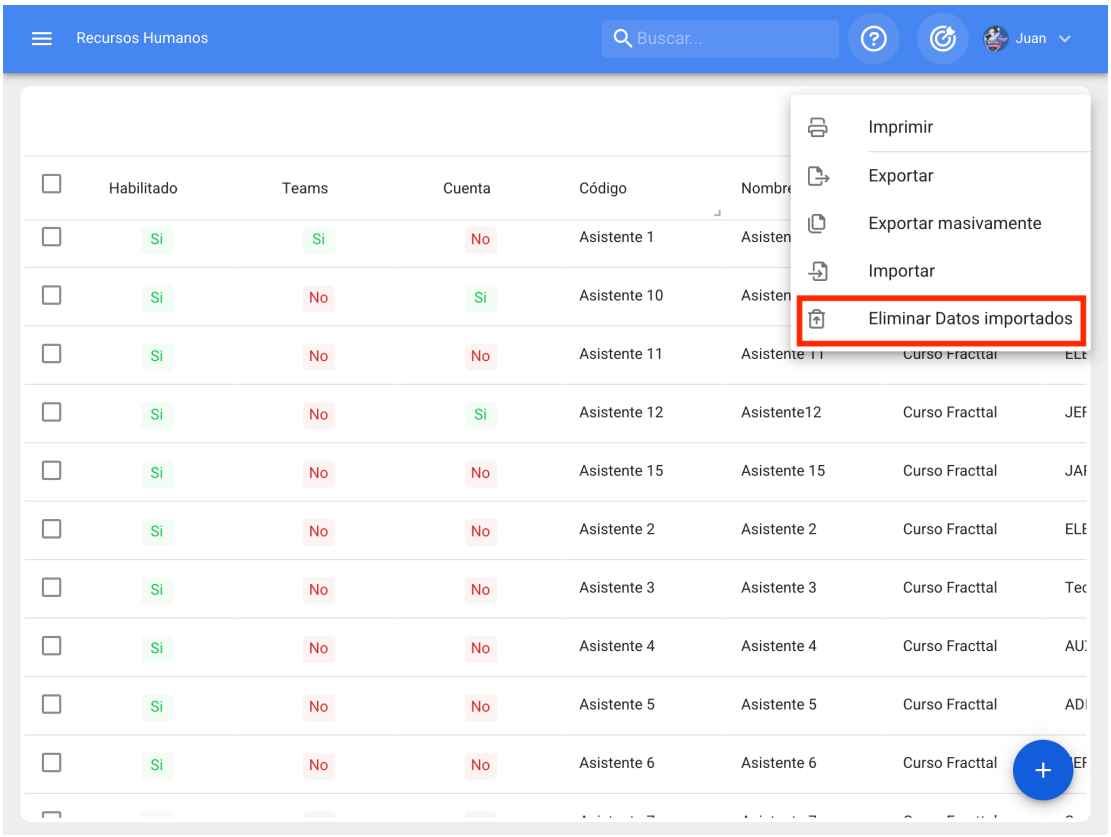
How to remove imported data : Fracttal One

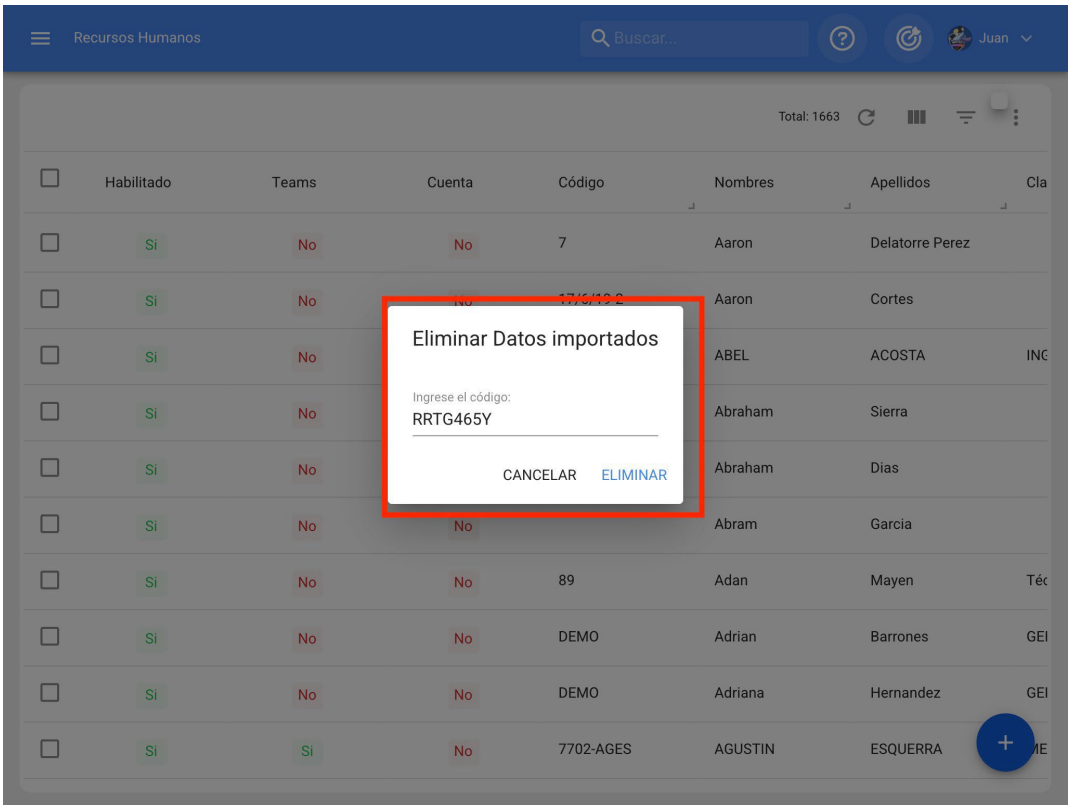
help.fracttal.com/en/articles/6014685-as-delete-imported-data

To delete the data that has been imported, just enter the module where the import was performed and display the menu of options additions.



Then click on "delete imported data" and the system will request the import code that was generated at the time of the import (this code was sent by e-mail to the user who performed the import), to finally validate the deletion process and perform the deletion of the data.


Recursos Humanos
Buscar...
Juan
Imprimir
Exportar
Exportar masivamente
Importar
Eliminar Datos importados
Habilitado
Teams
Cuenta
Código
Nombre
Si
No
Asistente 1
Asistente 10
Asistente 11
Asistente 12
Asistente12
Asistente 15
Asistente 2
Asistente 3
Asistente 4
Asistente 5
Asistente 6
Curso Fracttal


Recursos Humanos
Buscar...
Juan
Total: 1663
Habilitado
Teams
Cuenta
Código
Nombres
Apellidos
Eliminar Datos importados
Ingrese el código:
RRTG465Y
CANCELAR
ELIMINAR
7
Aaron
Delatorre Perez
Cortes
ABEL
ACOSTA
Abraham
Sierra
Dias
Abram
Garcia
89
Adan
Mayen
DEMO
Adrian
Barrones
Adriana
Hernandez
7702-AGES
AGUSTIN
ESQUERRA

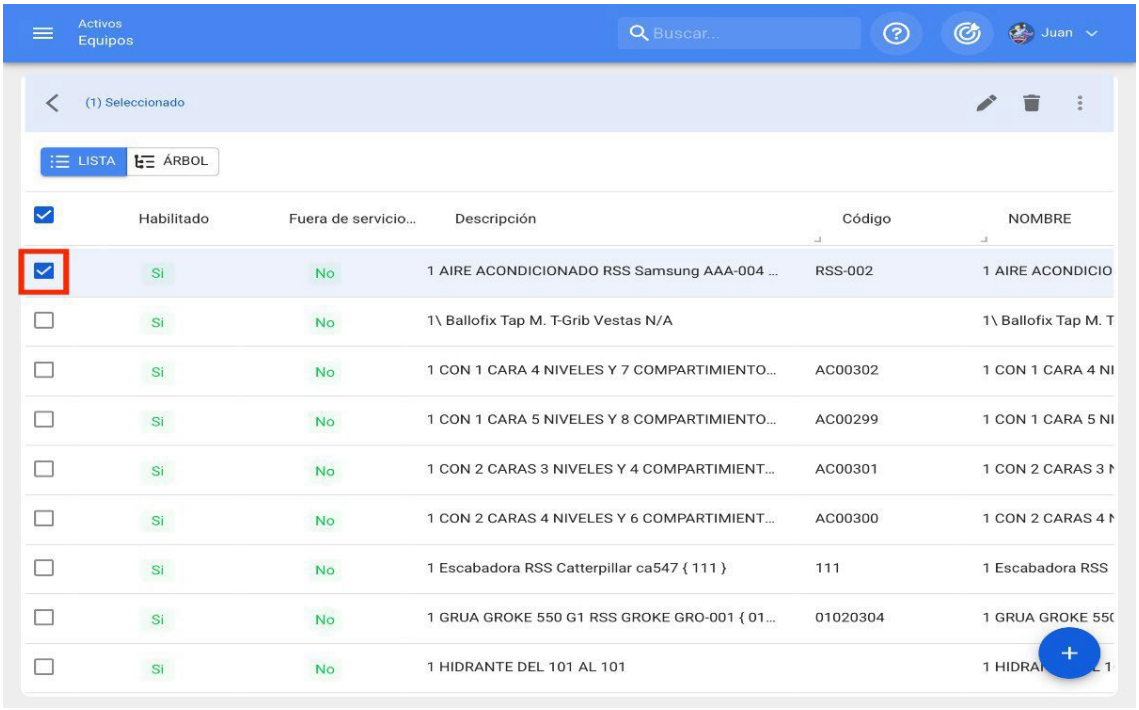
How to export information in Fracttal?

help.fracttal.com/en/articles/6014700-as-export-information-in-fracttal

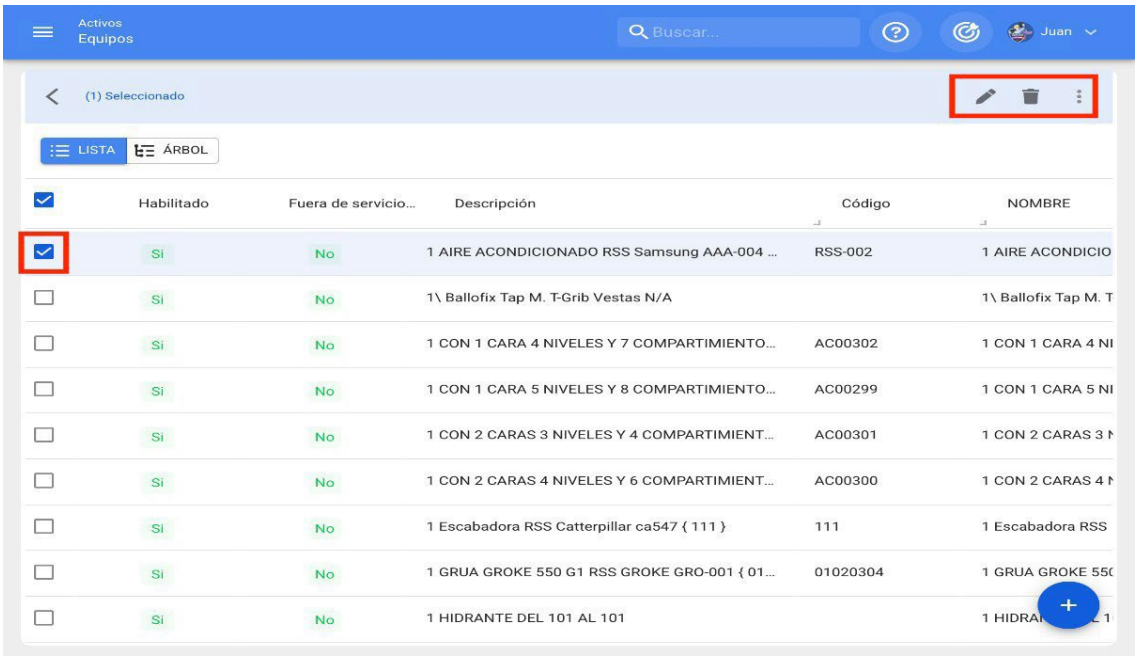
The platform offers the option to export information on an ad hoc or mass basis, as explained below:

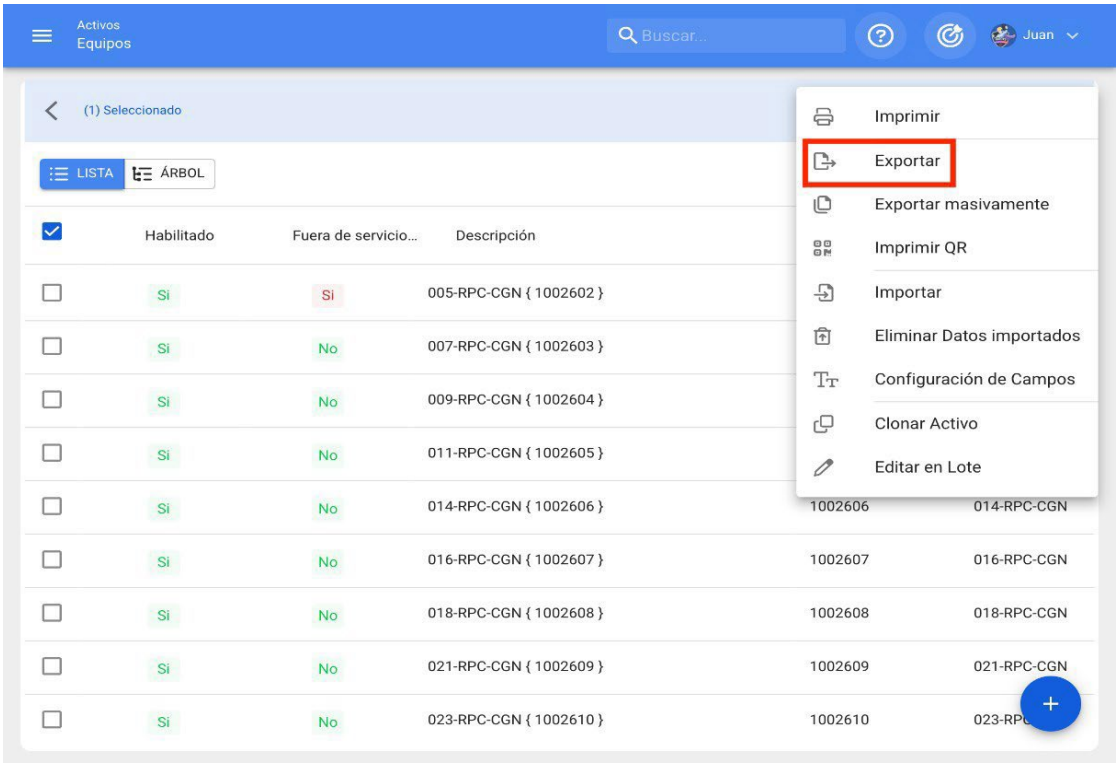
Export selected information

To use this export option, you must enter the module from which you want to export the information (this option is available in almost all modules of the platform) and then make the selection.



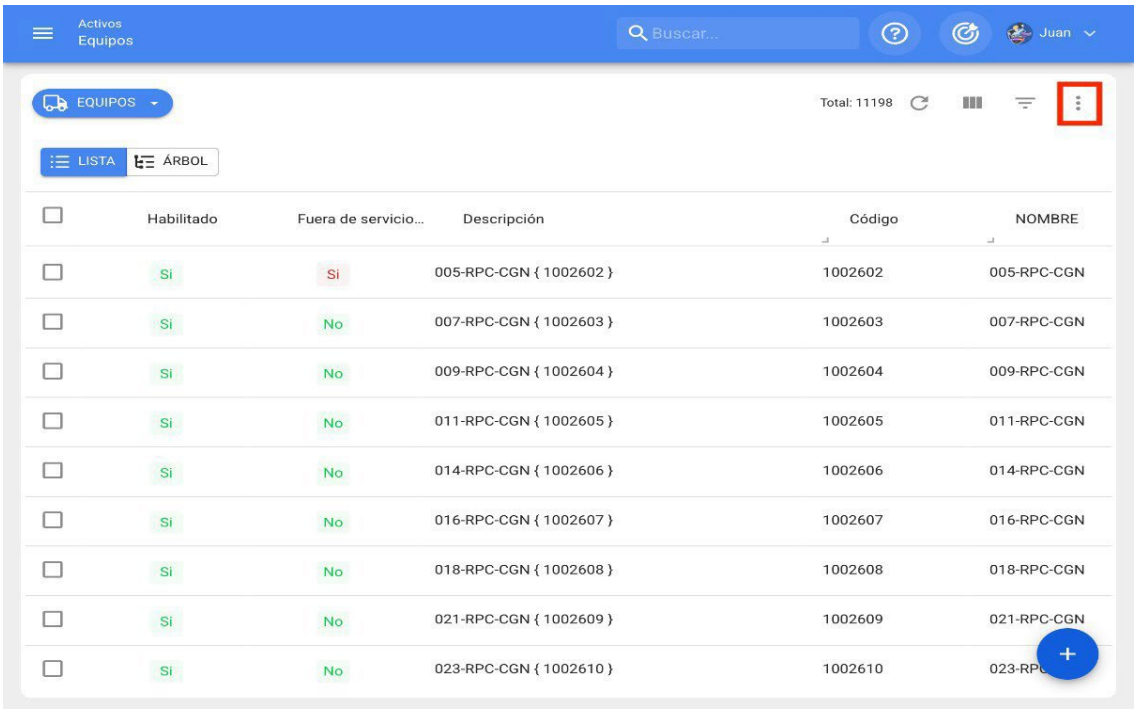
Then, the additional options menu must be displayed and click on "Export" to download the information in an Excel file (.xlsx format).

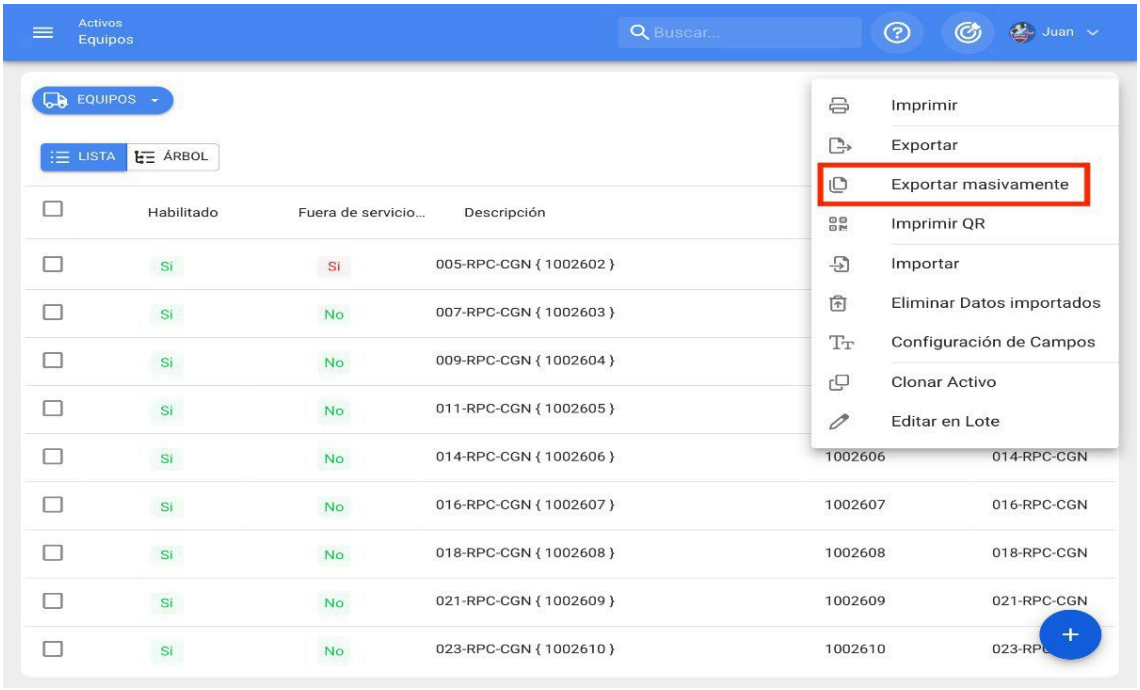




Massive export

To perform a massive export, you only have to enter the module in question and display the menu of additional options to finally click on "Mass export".



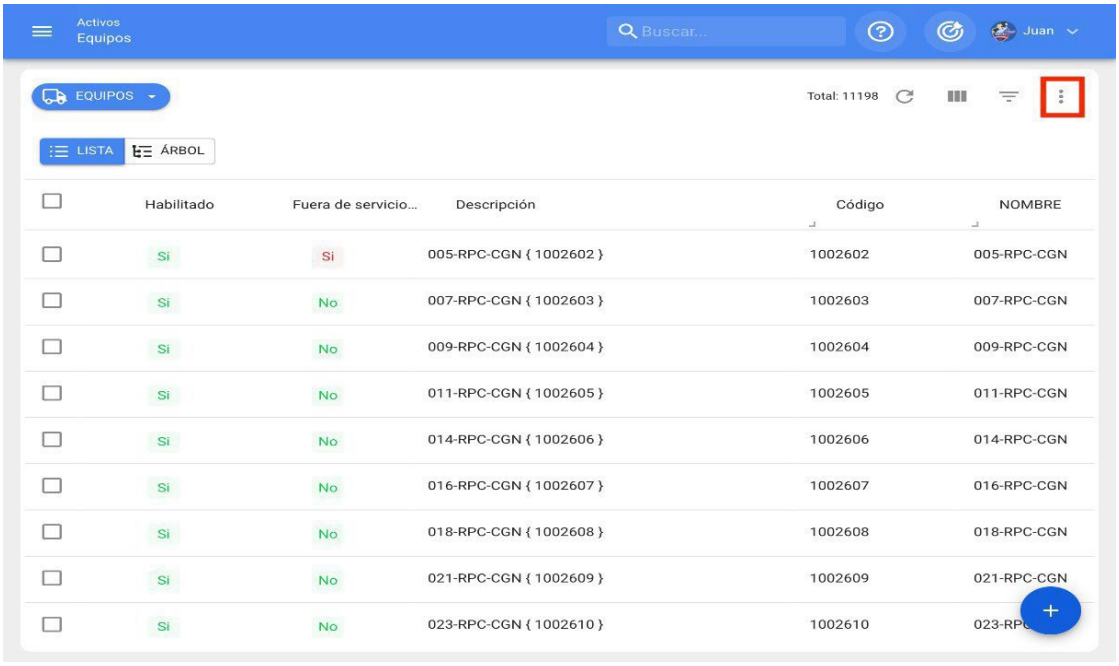


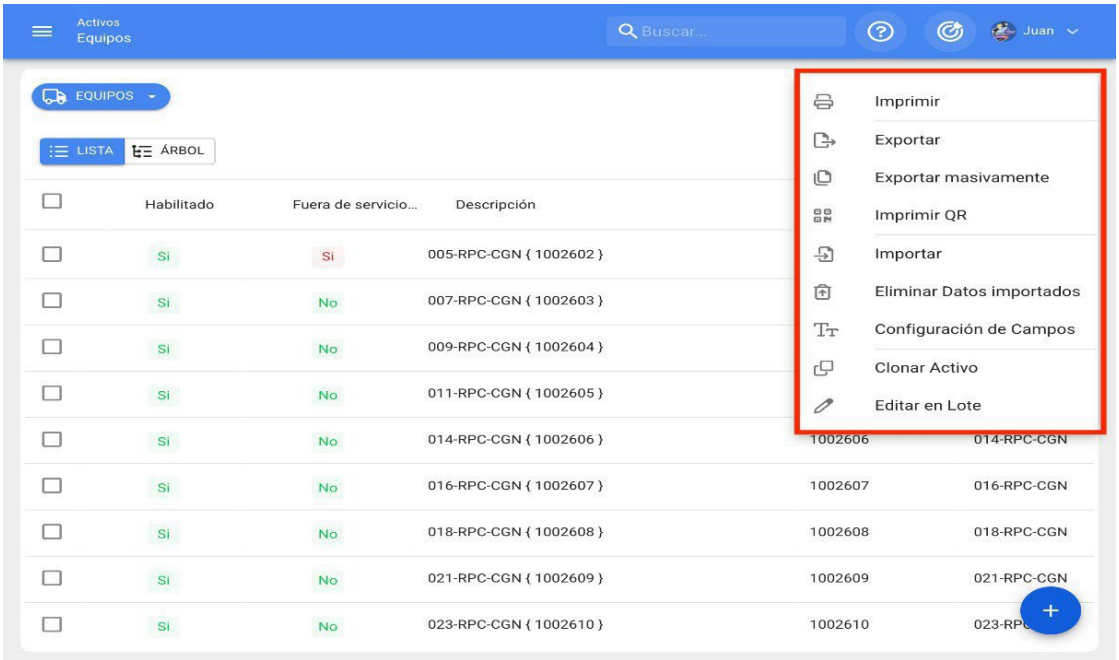
When clicked, the system will generate an Excel file (.xlsx format) with all the information displayed on the platform.

Additional options menu : Fracttal One

help.fracttal.com/en/articles/6014716-additional-options-menu

To enter the menu, click on the options button at the top right of the assets window, then all the functionalities available in the menu will be displayed.





The options menu is available in all asset modules and has the following functionalities:

- **Print:** Option to print or download in PDF format the information of the selected assets.
- **Export:** Option that allows exporting in Excel format (.xlsx) the information of the selected assets.
- **Mass export:** Option that allows to massively export in Excel format (.xlsx) the information of all assets.
- **Print QR:** Option that allows you to print or download in PDF format the QR codes of the selected assets.
- **Import:** Option that allows to massively create assets to the system through Excel spreadsheets.
- **Delete imported data: This** option allows you to massively delete all the information that has been imported for the last time (when importing data into the system, a validation code is automatically generated and sent to the e-mail address of the user account that performed the import).
- **Field configuration:** Option that allows configuring certain parameters displayed in the asset module (Name, Manufacturer, Model, Serial number, Others 1 and 2, as well as the concatenation of the description field).
- **Clone asset:** Option that allows cloning an asset (with all its attributes, except for the code that must be unique for each asset in the system).
- **Batch edit:** Option that allows mass editing of all the assets that have been selected. To use this option, at least two assets must be selected.

Note: To apply any of the above mentioned functions, the assets must be previously selected.

Public QR Settings | Fracttal One

help.fracttal.com/articles/6311182-configuration-of-qr-public

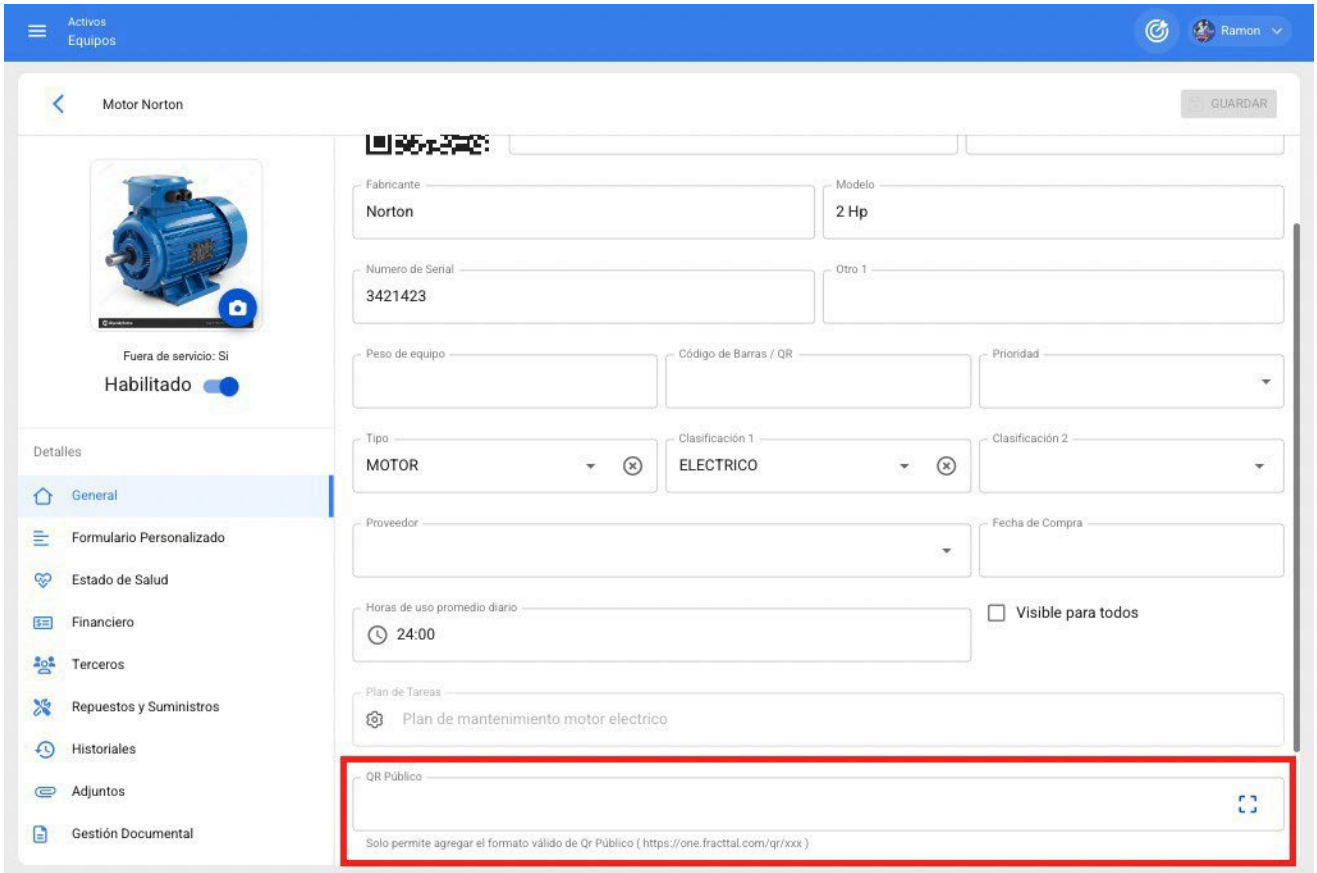
Now in Fracttal you will be able to create public QR codes, which will allow any user not registered in Fracttal to read the codes that are available in the different equipments, being able to observe the maintenance histories of the asset (the last 50 preventive work management will be shown).

Since the code is public, it can be read from any application or device and does not require any kind of registration or dependence on a Fracttal account.

Note: To this functionality we have added the guest portal addon with which a user not registered in Fracttal will be able to create work requests.

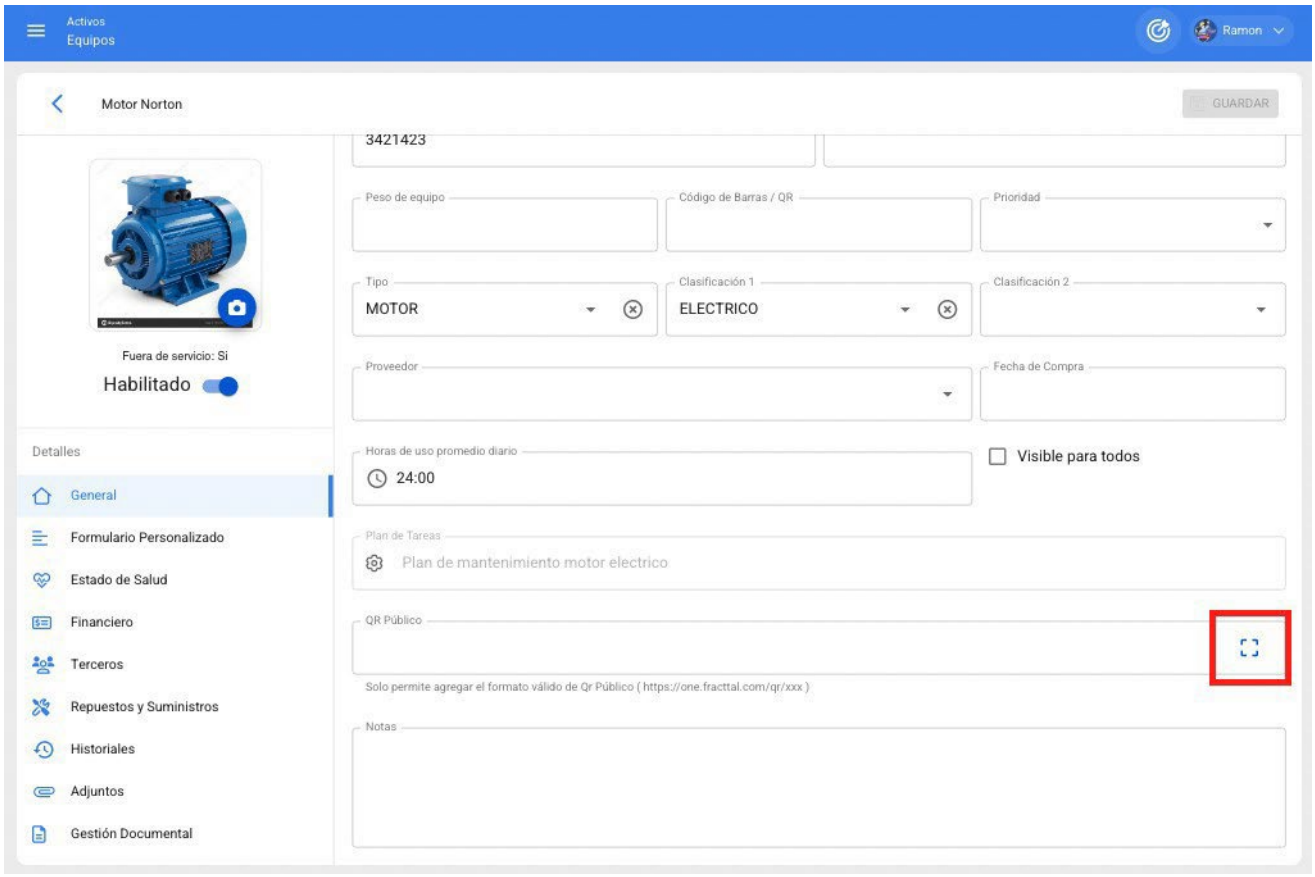
Process for setting up public QR codes

To generate a public QR code, just go to the general tab of the asset you want to configure and then go specifically to the field called "Public QR".

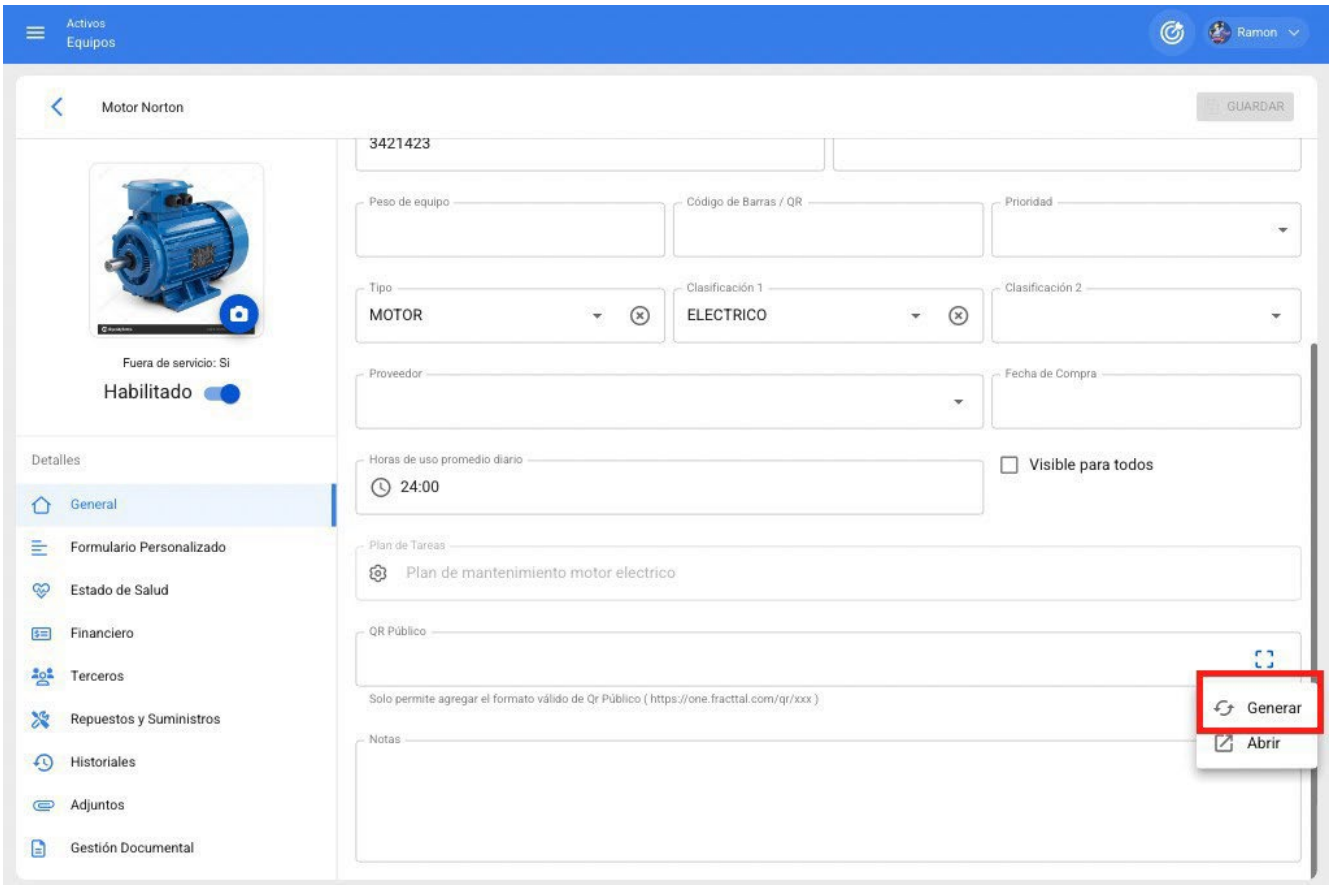


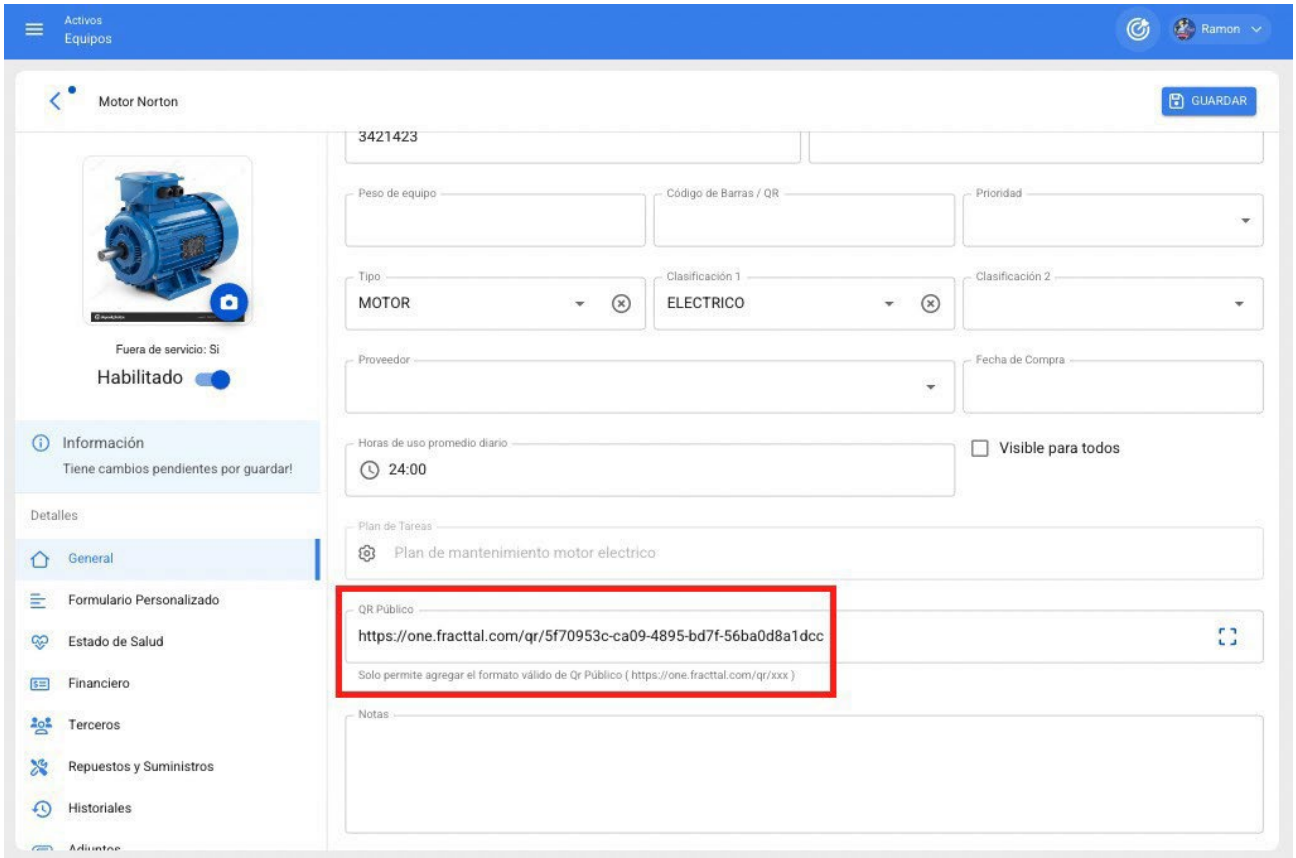
Once there, you must click on the options button that you will find in that field, where two options will be displayed:

- **Generate:** Option to generate a unique ULR consisting of "https://one.fracttal.com/qr/" followed by a standard identifying UUID code.
- **Open:** Option to open the public URL associated with the asset's guest portal.

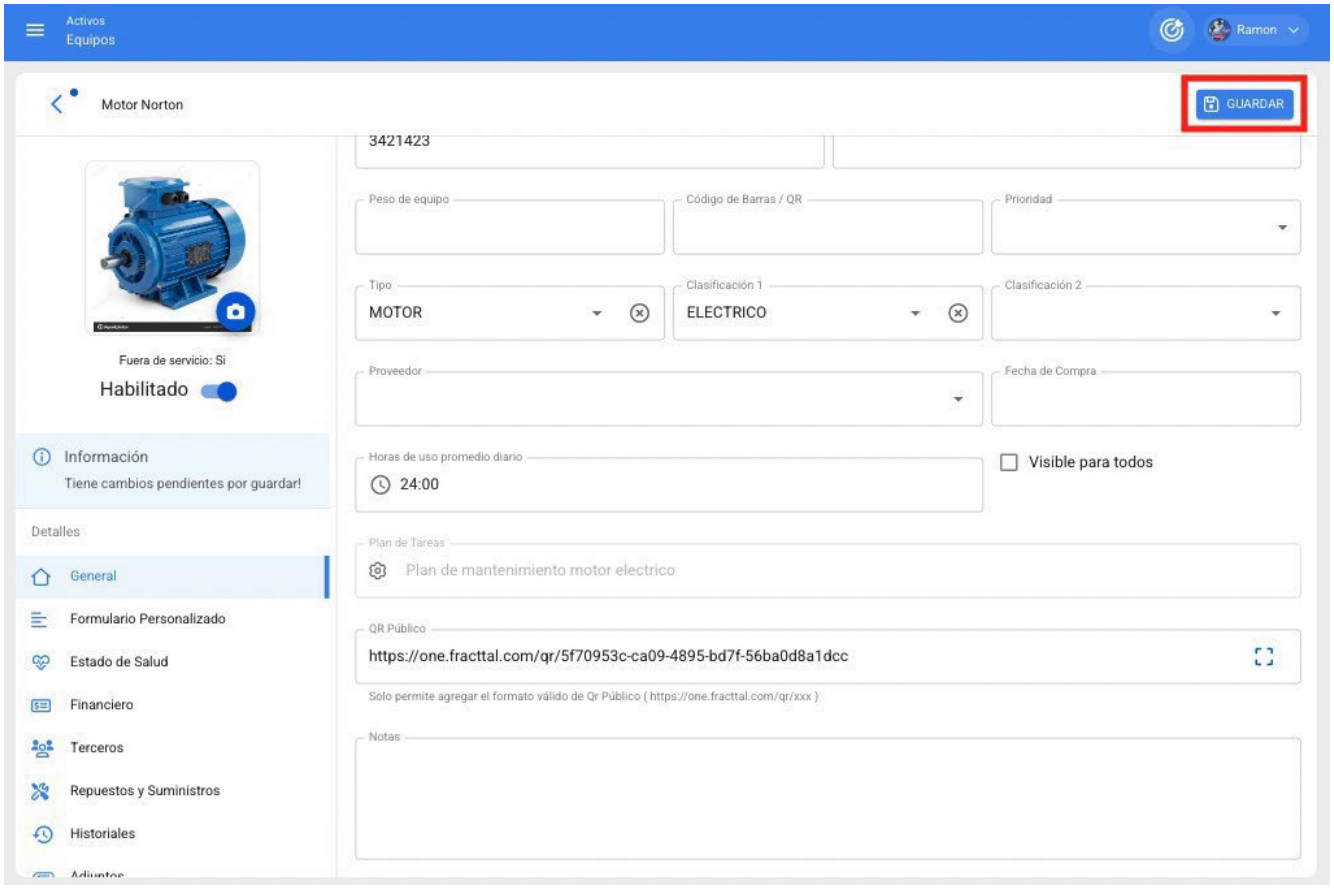


Once the options are displayed, just click on "Generate" and the system will automatically create the URL of the public QR code.

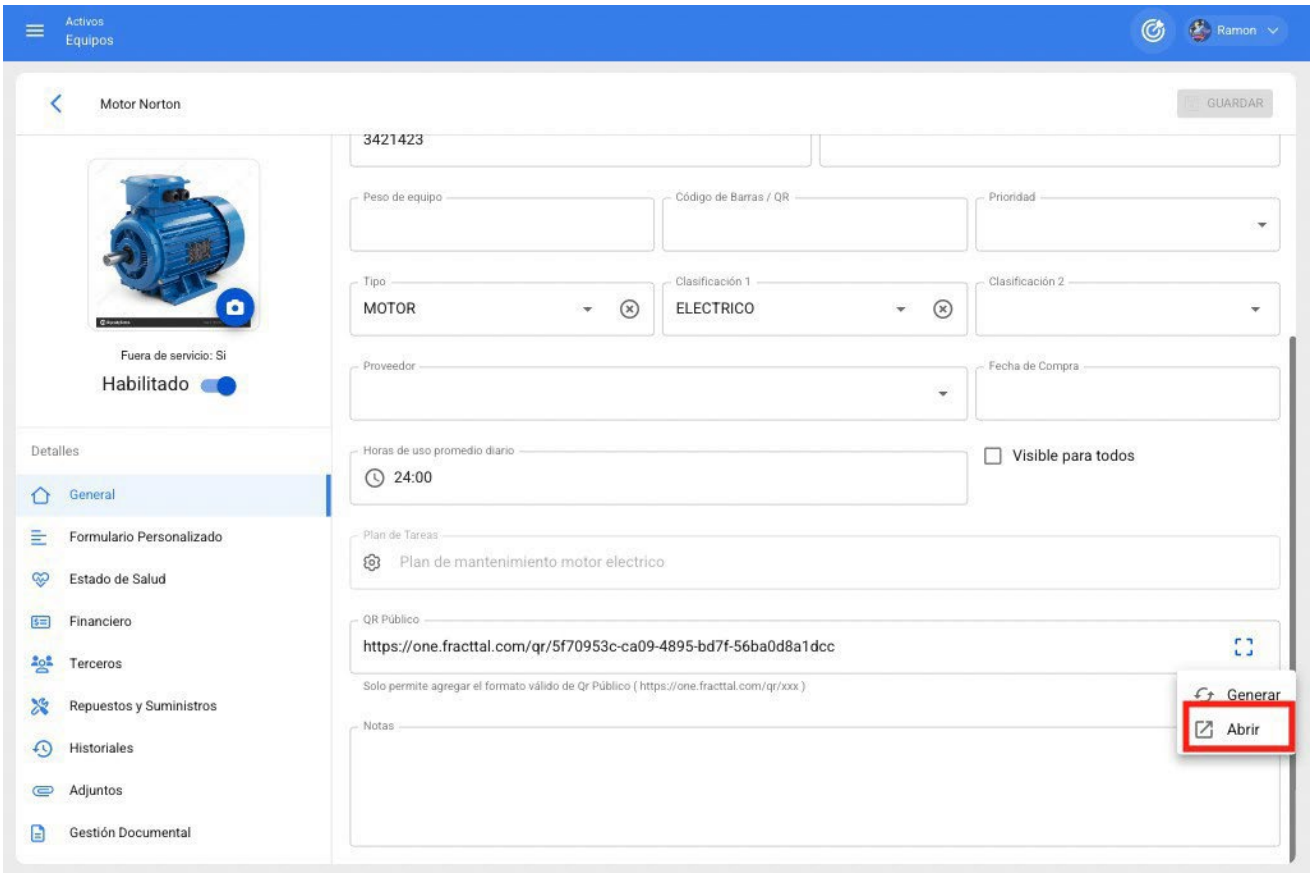

Activos
Equipos
Ramon
Motor Norton
GUARDAR
3421423
Peso de equipo
Código de Barras / QR
Prioridad
Tipo
MOTOR
Clasificación 1
ELECTRICO
Clasificación 2
Proveedor
Fecha de Compra
Fuera de servicio: Si
Habilitado
Horas de uso promedio diario
24:00
Visible para todos
Detalles
General
Formulario Personalizado
Estado de Salud
Financiero
Terceros
Repuestos y Suministros
Historiales
Adjuntos
Gestión Documental
Plan de Tareas
Plan de mantenimiento motor electrico
QR Público
Solo permite agregar el formato válido de Qr Público (https://one.fracttal.com/qr/xxx)
Generar
Abrir
Notas

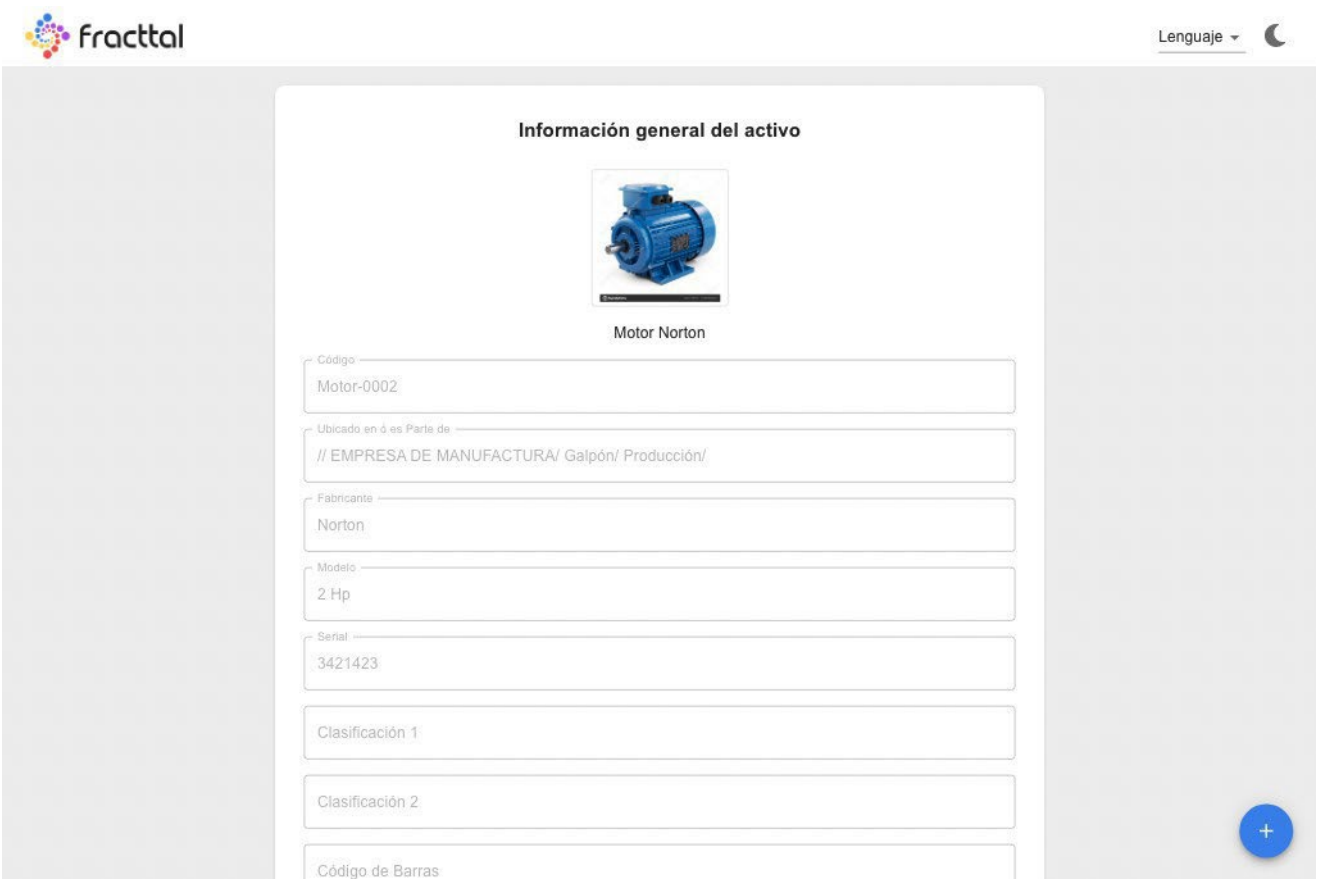

Activos
Equipos
Ramon
Motor Norton
GUARDAR
3421423
Peso de equipo
Código de Barras / QR
Prioridad
Tipo
MOTOR
Clasificación 1
ELECTRICO
Clasificación 2
Proveedor
Fecha de Compra
Fuera de servicio: Si
Habilitado
Información
Tiene cambios pendientes por guardar!
Horas de uso promedio diario
24:00
Visible para todos
Detalles
General
Formulario Personalizado
Estado de Salud
Financiero
Terceros
Repuestos y Suministros
Historiales
Plan de Tareas
Plan de mantenimiento motor electrico
QR Público
https://one.fracttal.com/qr/5f70953c-ca09-4895-bd7f-56ba0d8a1dcc
Solo permite agregar el formato válido de Qr Público (https://one.fracttal.com/qr/xxx)
Notas

Then, click on the "Save" button to keep all the changes made to the QR settings.



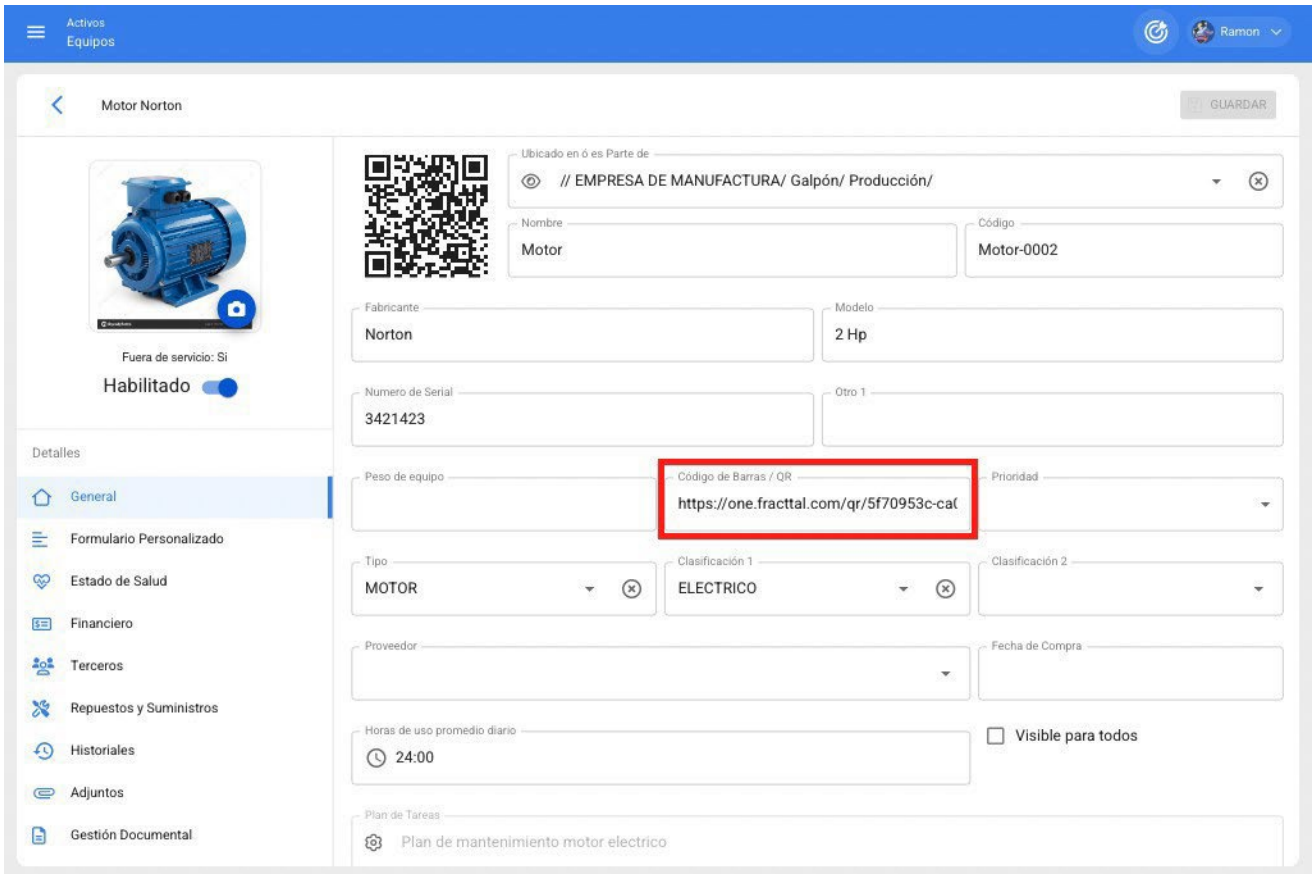
Finally, if you wish to view the guest portal associated with the asset in question, just click on "Open" to open a new window with the public request portal.


Activos
Equipos
Ramon
Motor Norton
GUARDAR
3421423
Peso de equipo
Código de Barras / QR
Prioridad
Tipo
MOTOR
Clasificación 1
ELECTRICO
Clasificación 2
Fuera de servicio: Si
Habilitado
Proveedor
Fecha de Compra
Detalles
Horas de uso promedio diario
24:00
Visible para todos
General
Formulario Personalizado
Estado de Salud
Financiero
Terceros
Repuestos y Suministros
Historiales
Adjuntos
Gestión Documental
Plan de Tareas
Plan de mantenimiento motor electrico
QR Público
https://one.fracttal.com/qr/5f70953c-ca09-4895-bd7f-56ba0d8a1dcc
Solo permite agregar el formato válido de Qr Público (https://one.fracttal.com/qr/xxx)
Generar
Abrir
Notas

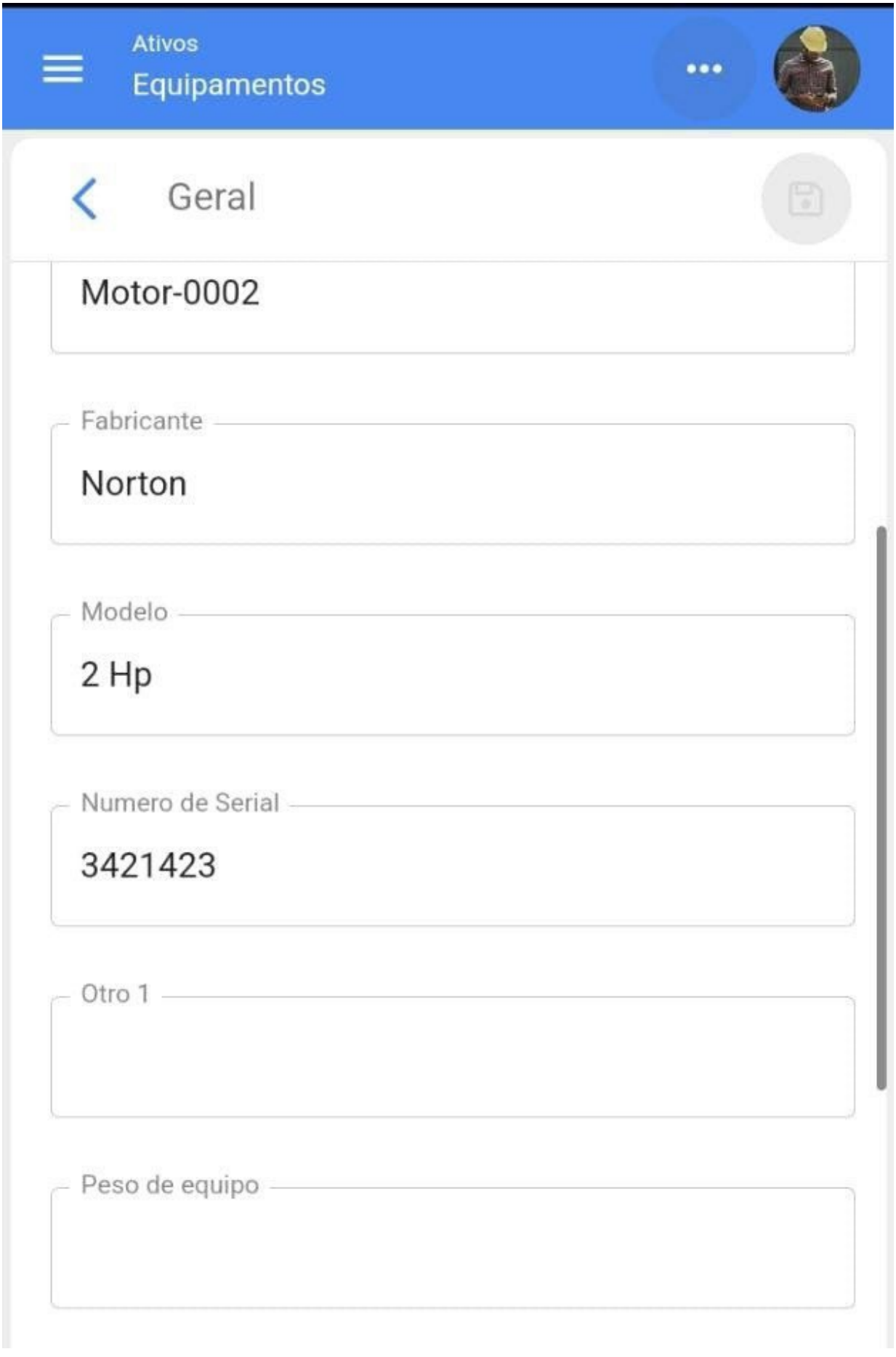

fracttal
Lenguaje
Información general del activo
Motor Norton
Código
Motor-0002
Ubicado en ó es Parte de
// EMPRESA DE MANUFACTURA/ Galpón/ Producción/
Fabricante
Norton
Modelo
2 Hp
Serial
3421423
Clasificación 1
Clasificación 2
Código de Barras

Note:

- To generate the QR code image, a QR code generator should be used, preferably through the URL created, which should then be printed to be installed on the desired asset.
- Every request sent through this portal will have a status that allows to differentiate which requests come from this functionality, so that they can be eliminated in case they generate requests that do not make sense for the service provided.
- If you want to link the guest portal URL to the asset's internal QR code, you must enter this URL in the "Barcode" field.



We can also associate the guest URL with the internal QR code of the asset from the mobile application by entering, for this we must go to the field "Barcode" and click on the option to read QR code, once clicked the reader will open, read the QR and automatically register the URL and finish by clicking on SAVE.


Ativos
Equipamentos
Geral
Motor-0002
Fabricante
Norton
Modelo
2 Hp
Numero de Serial
3421423
Otro 1
Peso de equipo

When the QR code reading is detected, the portal will open, where each of the planned work management tasks that have been executed for this asset will be displayed at the bottom. Also, it will be possible to make work requests for the asset in question.

fracttal

Idioma

Informações gerais sobre ativos

Motor Norton

Código

Motor-0002

Localização ou parte de

// EMPRESA DE MANUFACTURA/ Galpć

Fabricante

Norton

Modelo

2 Hp
Serial
3421423
Classificação 1

Localização ou parte de

// EMPRESA DE MANUFACTURA/ Galpć

Fabricante

Norton

Modelo

2 Hp

Serial

3421423

Classificação 1

Classificação 2

Código de Barras

https://one.fracttal.com/qr/5f70953c-c

Histórico de tarefas

Motor Norton

Motor Norton
Ordem de Serviço:
OT-42-22
Descrição:
Mantenimiento rutinario
Tipo de tarefa:
GESTIÓN ELECTROME...

Fracttal Proyectos, Servicios y Educación

Dados do solicitante

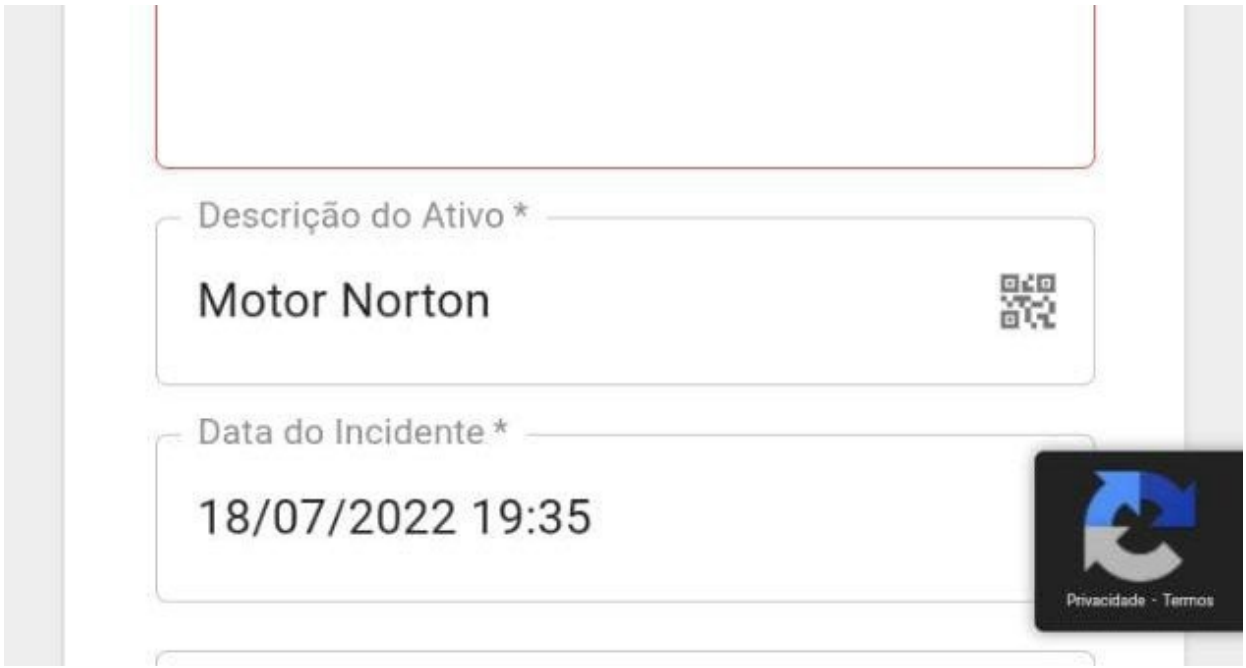
Nombre *

E-mail *

Dados de incidente

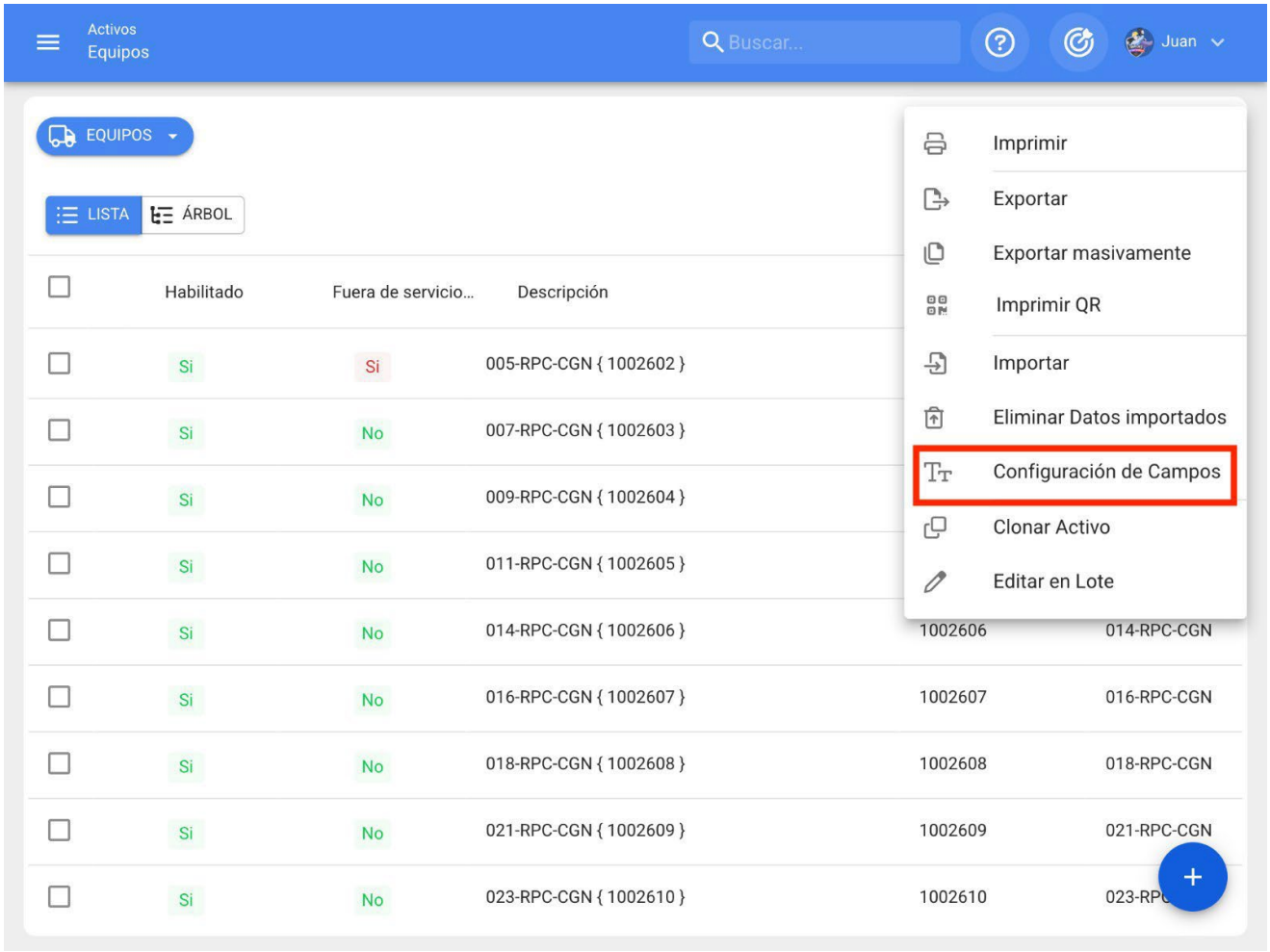
Descripción solicitud *

Comentários *


Descrição do Ativo *
Motor Norton
Data do Incidente *
18/07/2022 19:35
Privacidade - Termos

Field Configuration | Fracttal One

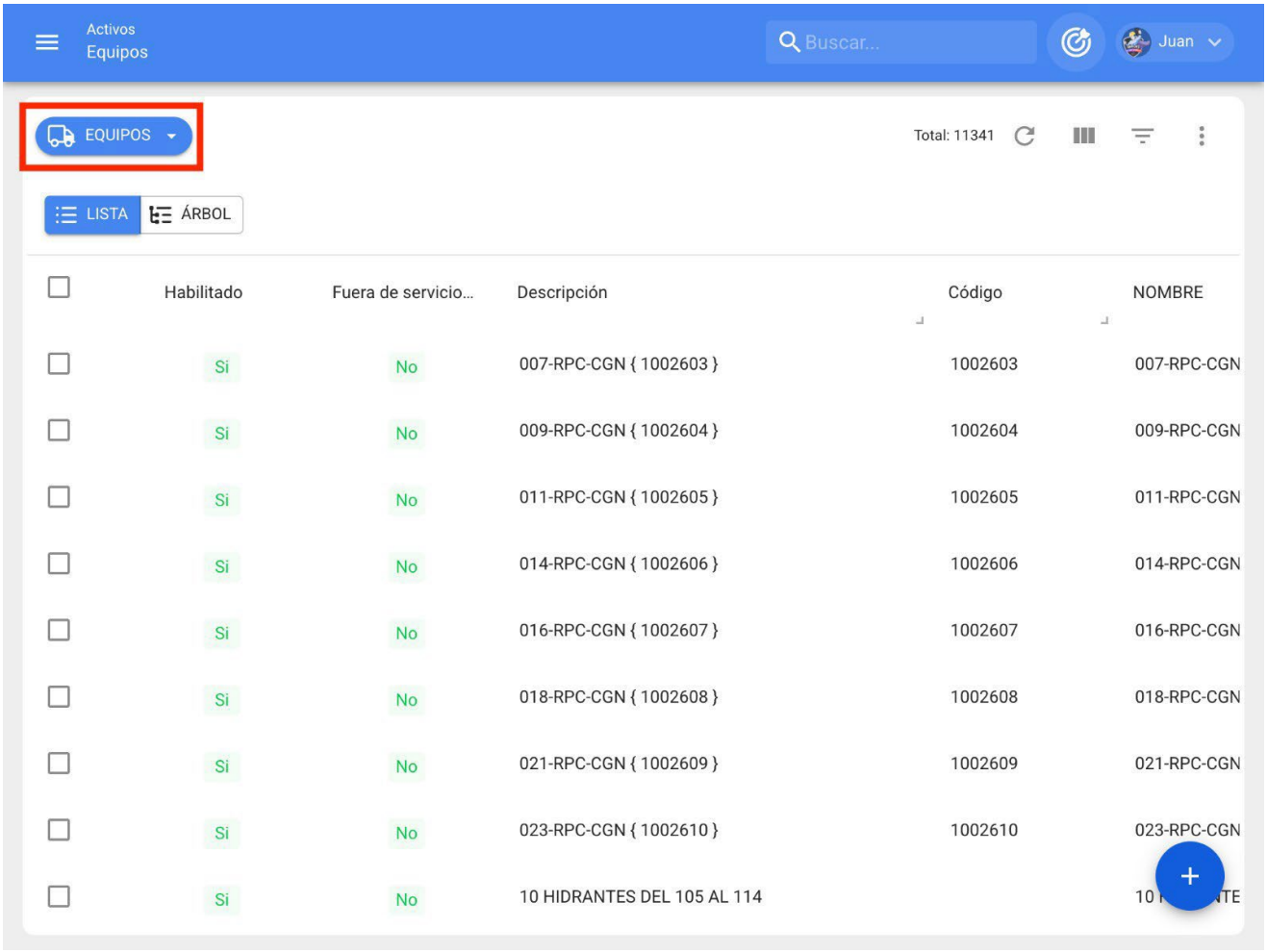
help.fracttal.com/en/articles/6014721-fields-configuration



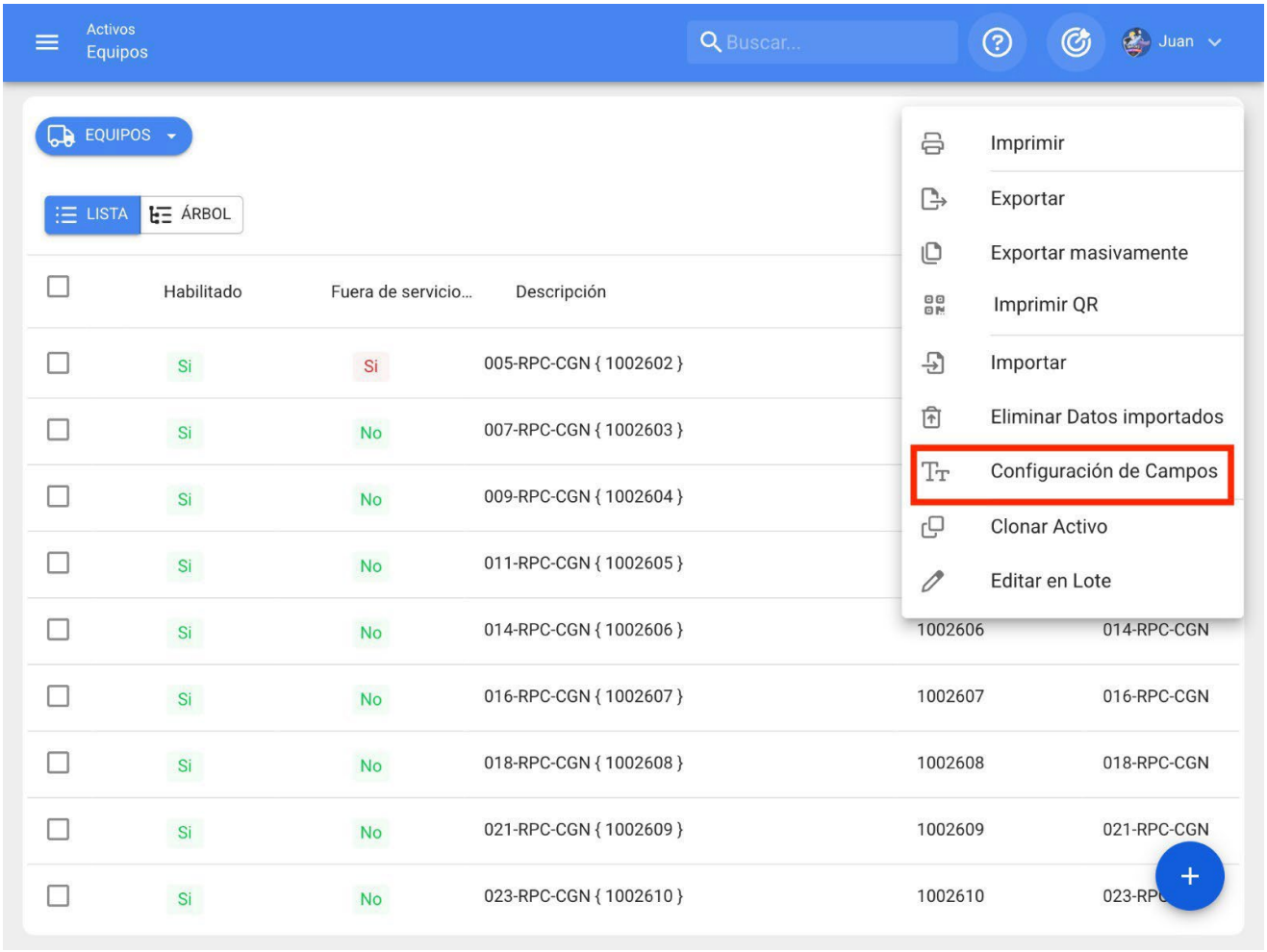
The field configuration is an option that allows you to customize certain parameters in the asset module, also allowing you to create the "description" field of the assets according to the selected concatenation.

How to configure fields?

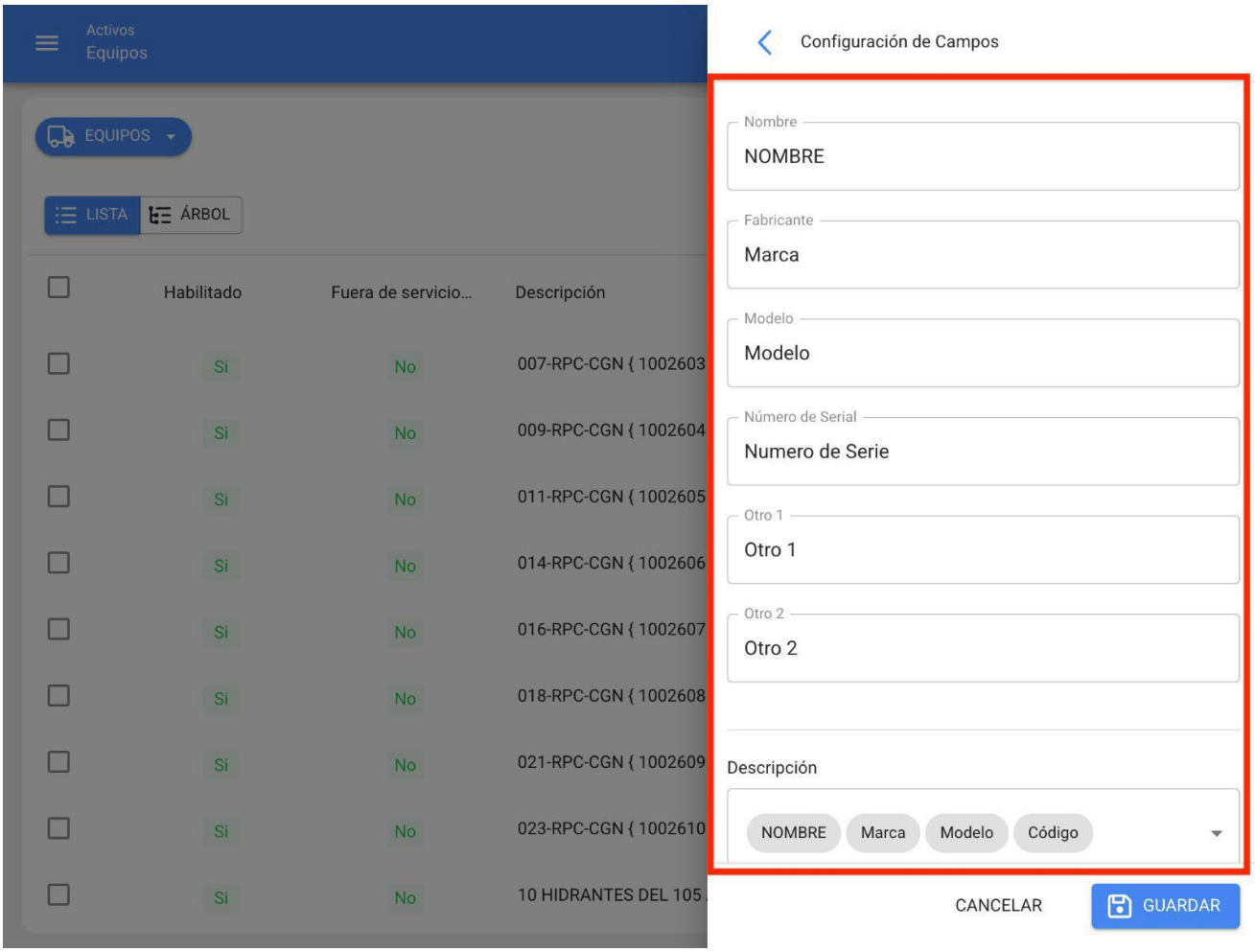
To configure the fields, you must enter the list of the type of asset you wish to modify the fields (it can be Locations, Equipment, Tools, Digital or Spare Parts and Supplies).



Then you have to drop down the additional options menu and select "Field Configuration".



By clicking on field settings, the system will display a new sale where you can modify the displayed fields and build the description field from the selection of available fields.



The fields that can be edited are as follows:

- **Manufacturer**
- **Name Model**
- **Serial Number Other**
- **1**
- **Other 2**

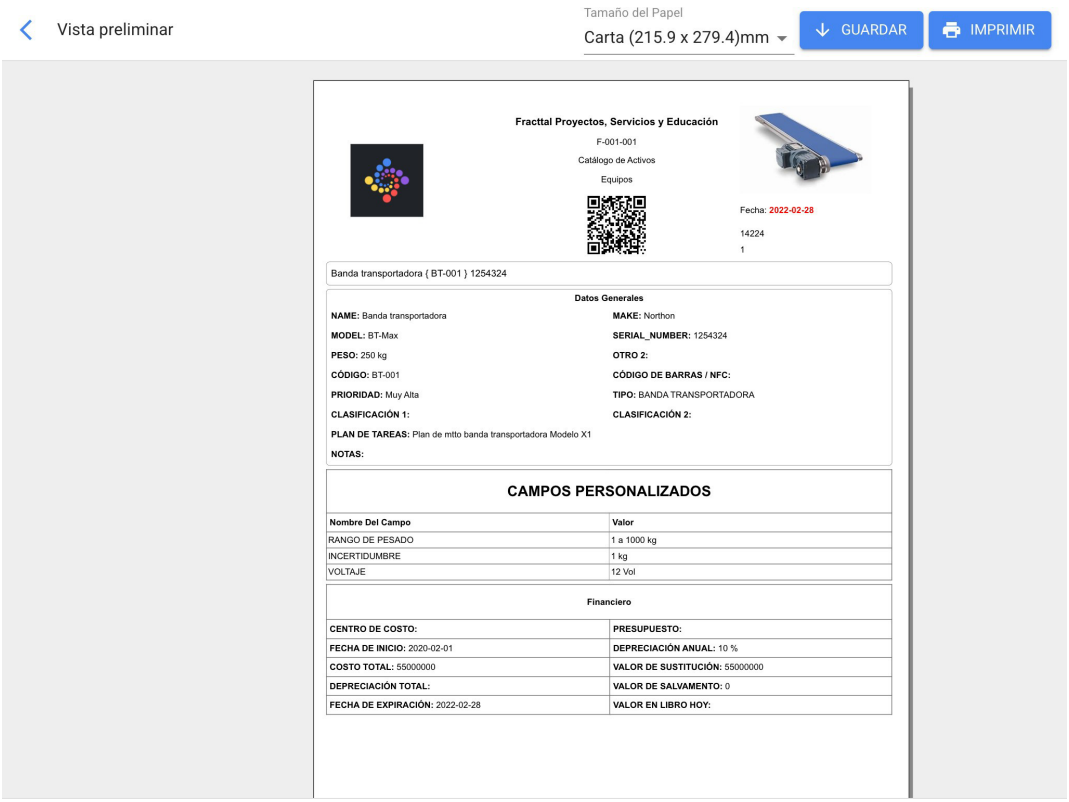
Finally, once the settings have been made, click on the save button to save the changes made.

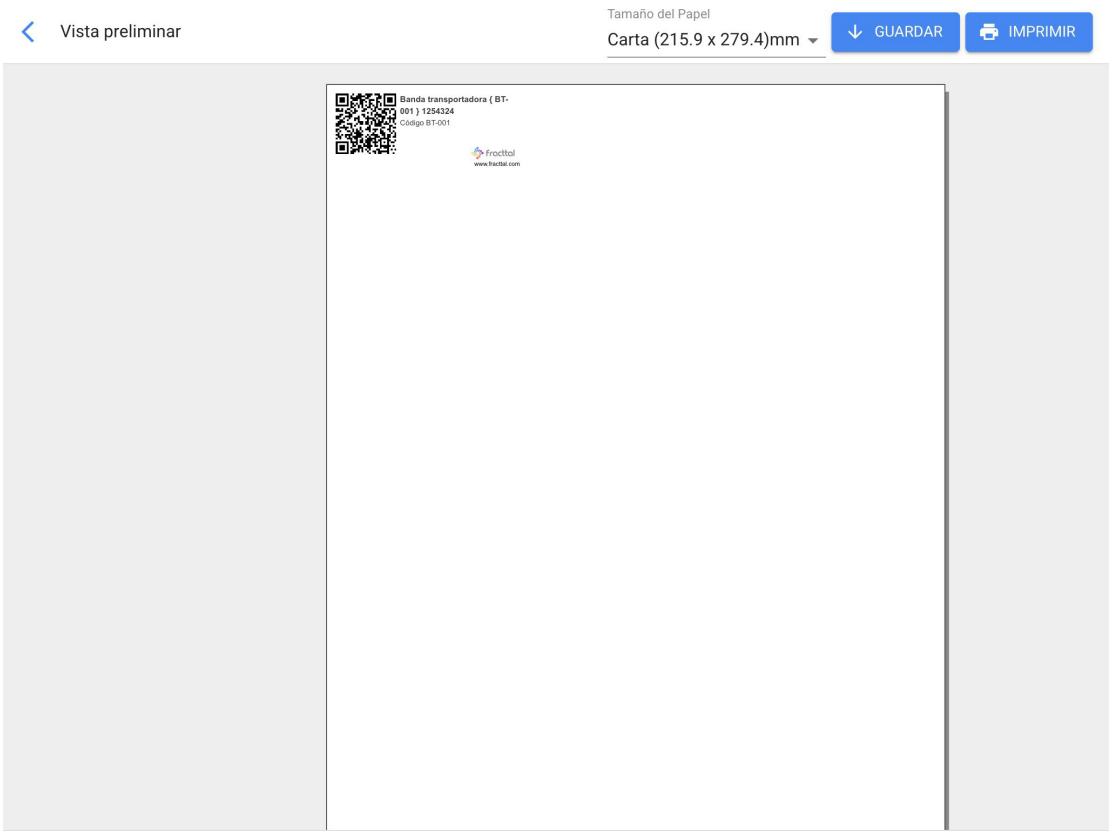
Note: Except for locations, the description field can be constructed for the rest of the different types of assets registered in the platform.

Printing options : Fracttal One

help.fracttal.com/en/articles/6014723-options-for-printing

In the platform there are several printing options in terms of the asset module, as there is the possibility of printing the information recorded in the asset (i.e. the asset card), as well as the option of printing the QR codes in label format.



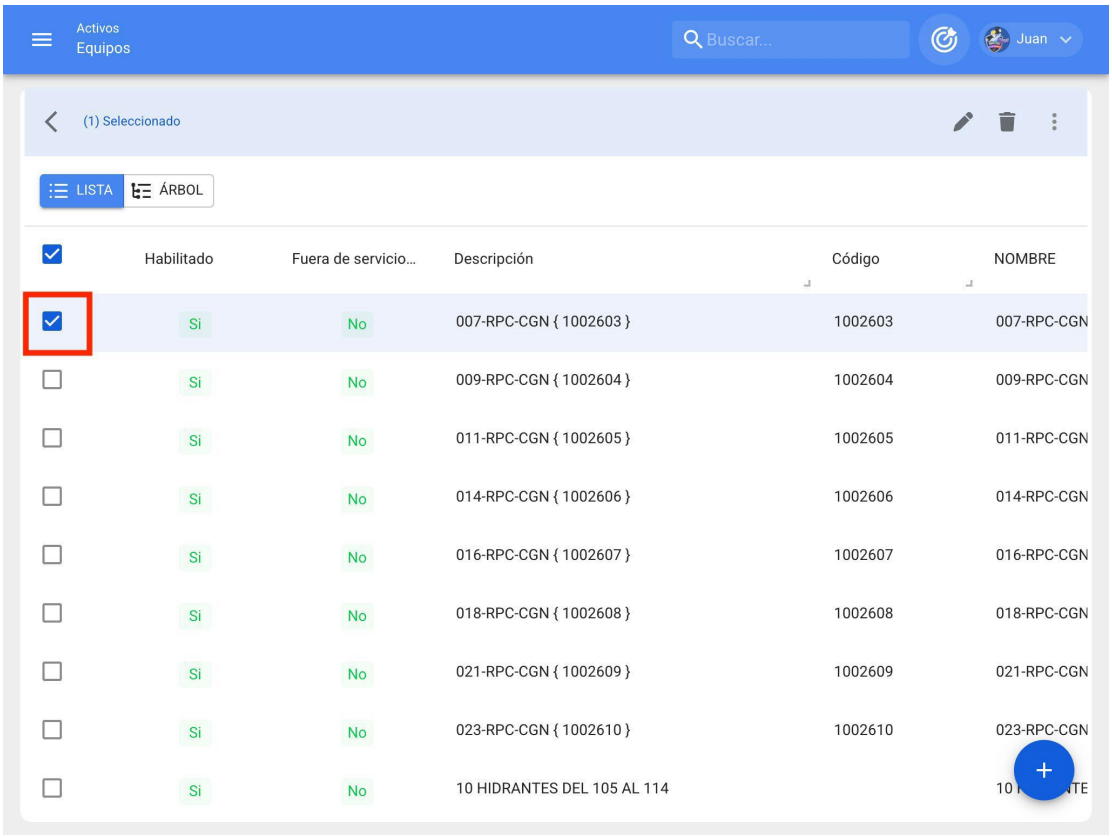


Note: Both options are in PDF format and can be downloaded.

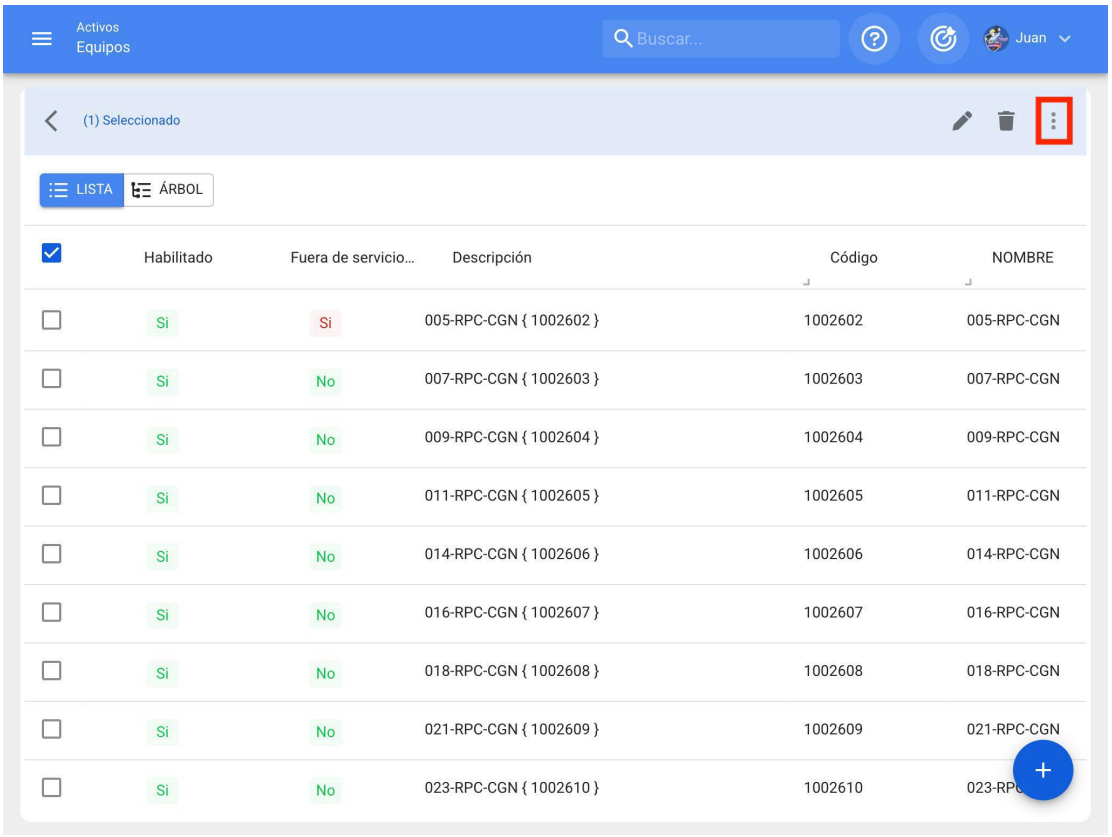
How to print the QR code and the card of an active ?

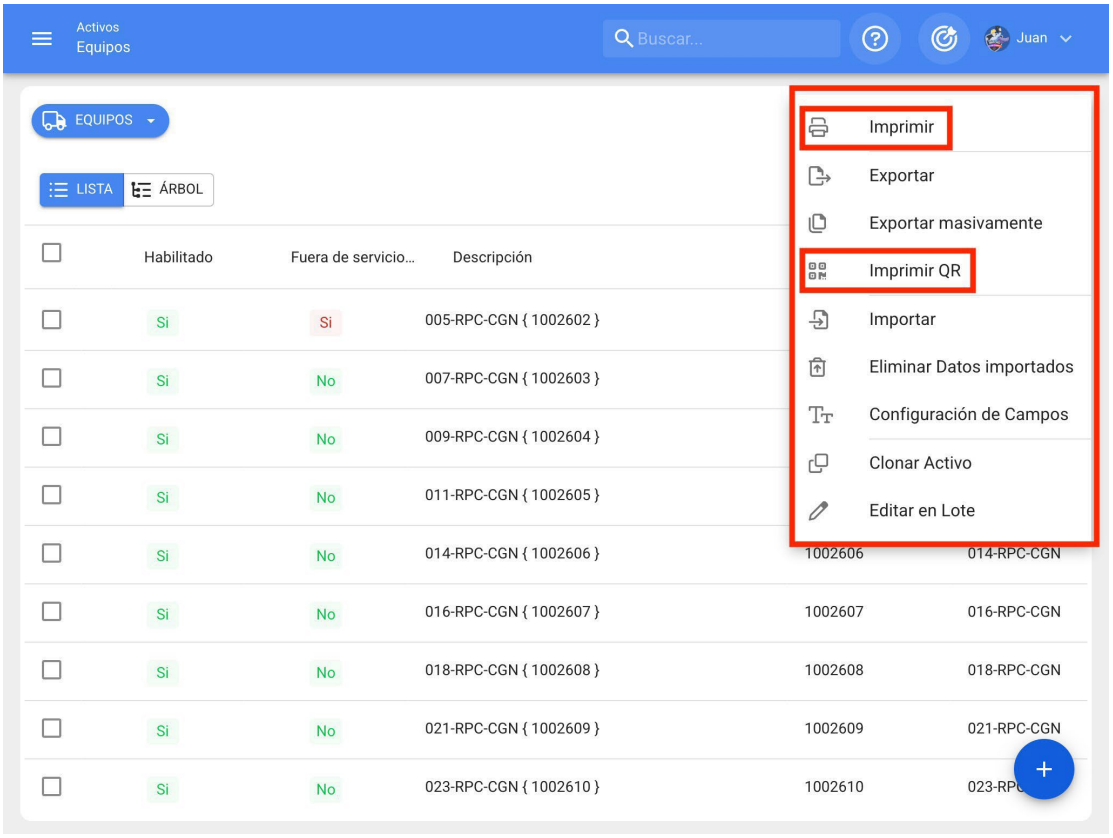
help.fracttal.com/en/articles/6014734-as-print-qr-code-and-asset-file

To print any of these options, you must first select the asset(s).

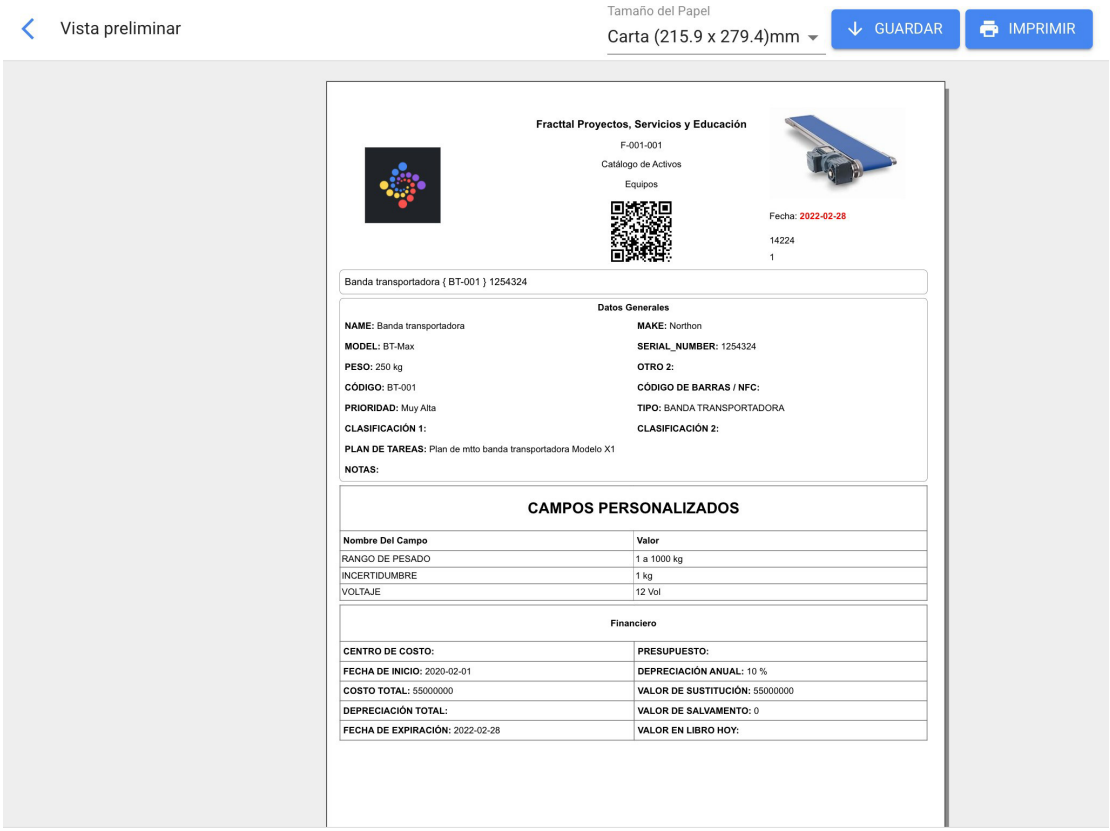


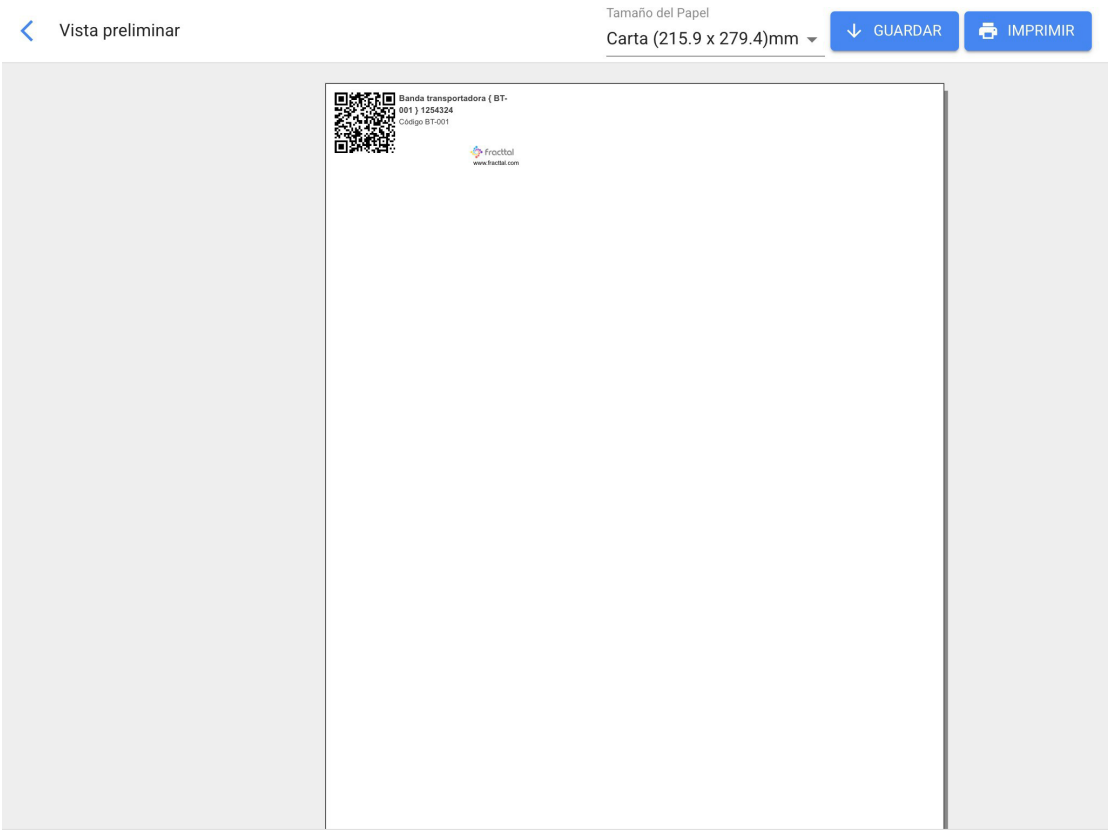
Once the selection has been made, the menu of additional options must be displayed and click on "Print" or "Print QR" as appropriate.





When clicked, the system will display a new window in PDF format with the information to be printed or downloaded.





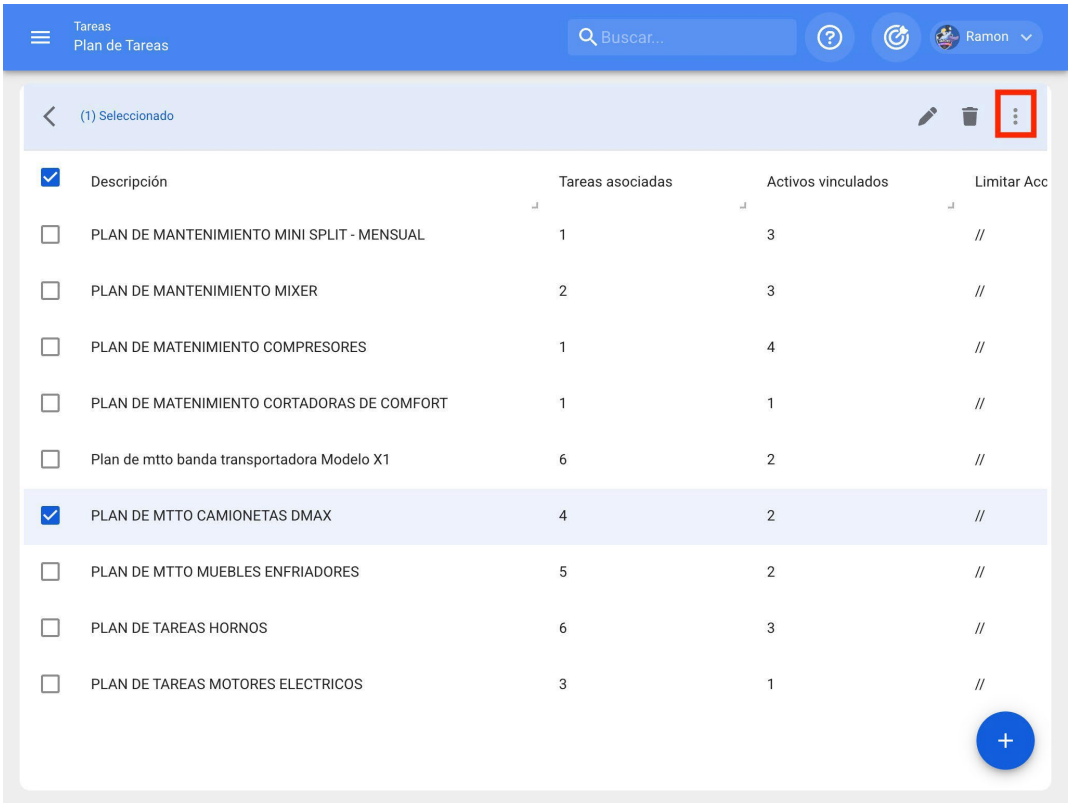
Note: It is important to mention that printing QR codes is a simple option offered by the platform and is not editable. In case you need to make any specialized edition or printing, you should select the

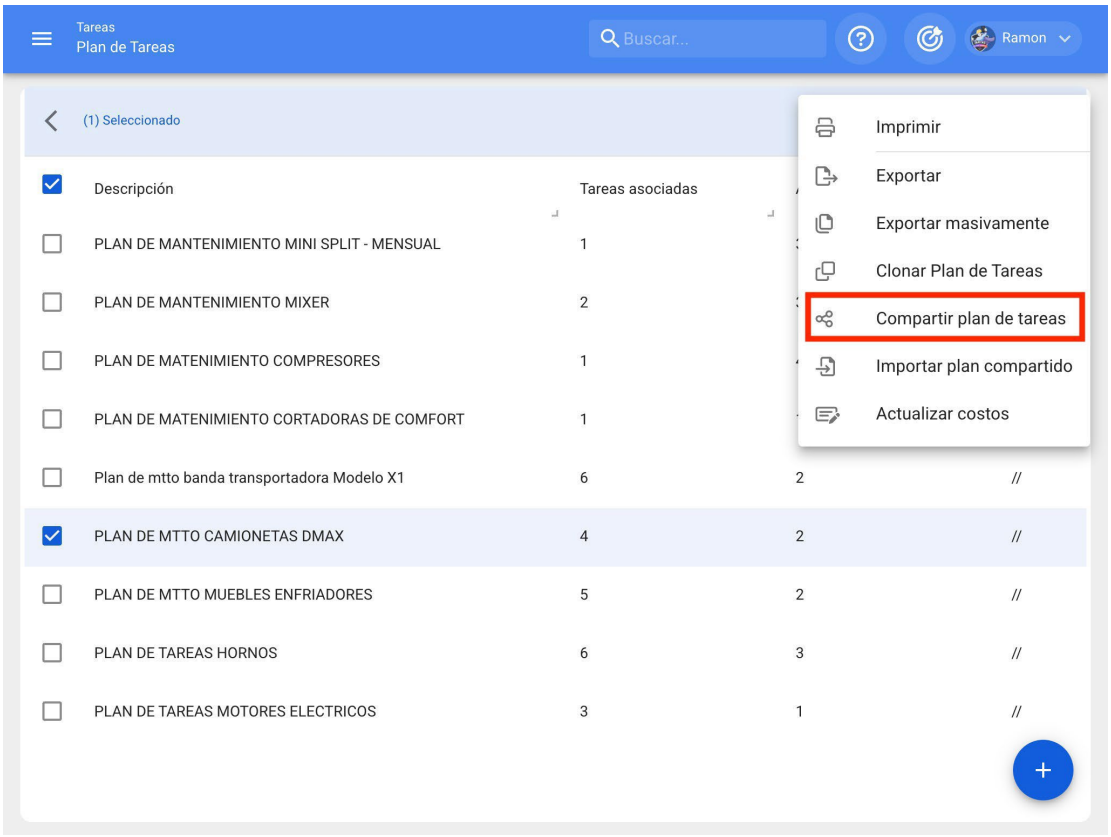
The QR code can then be exported to the URL associated with the QR code so that it can be used in external label editing and printing software.

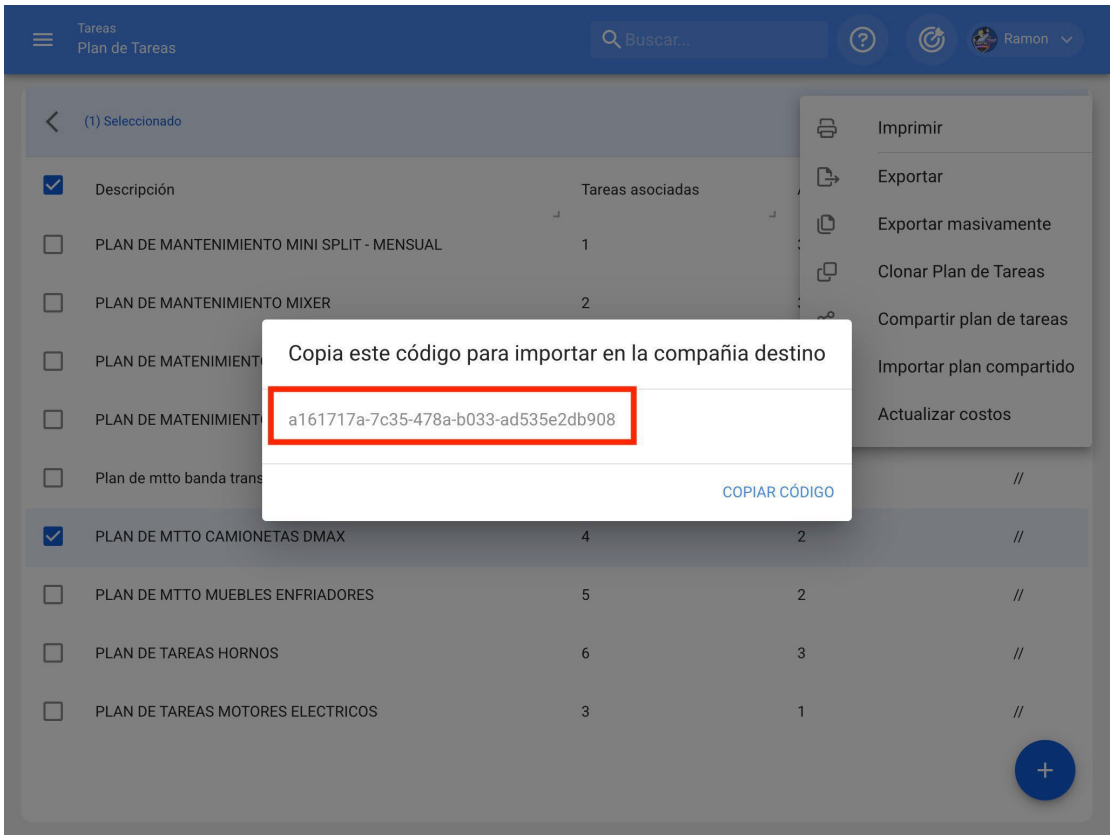
How to share and import a plan from work management?

help.fracttal.com/en/articles/6014752-how-to-share-and-import-a-work-management-plan

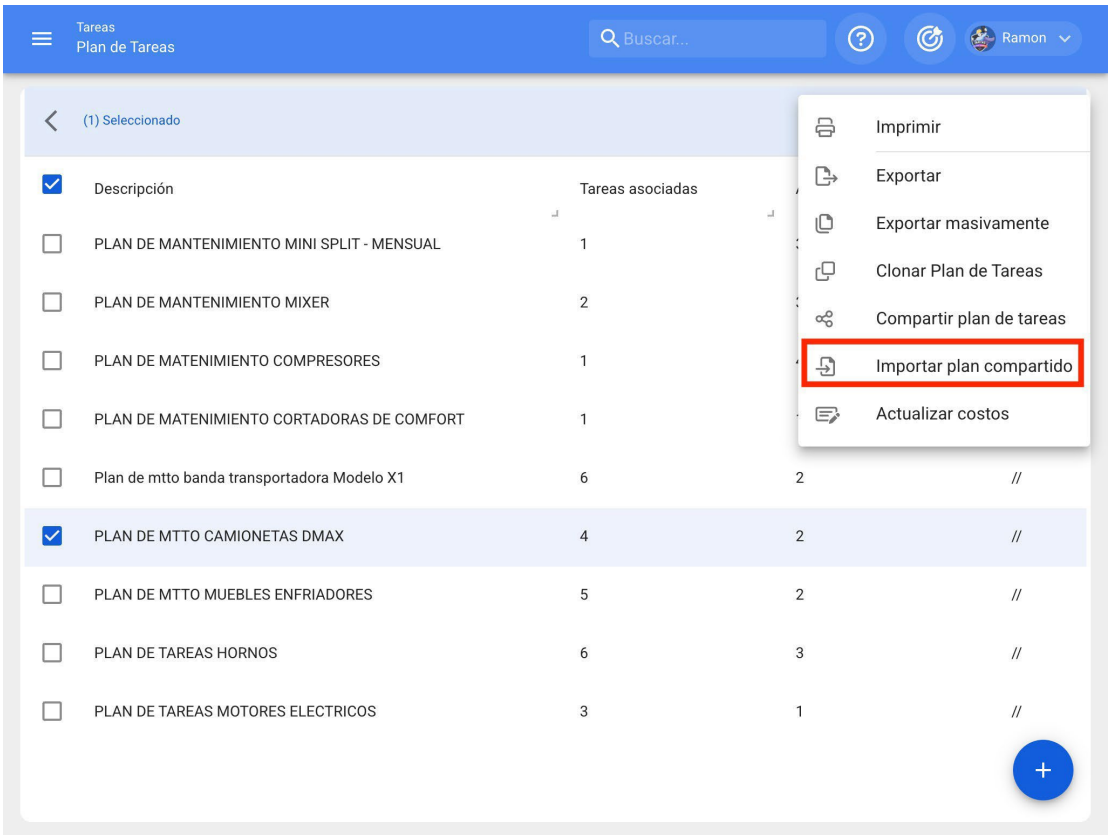
To share a work management plan, simply select the plan and then click on the "Share work management plan" option and the system will generate an import code that can be shared on a different basis in Fracttal.

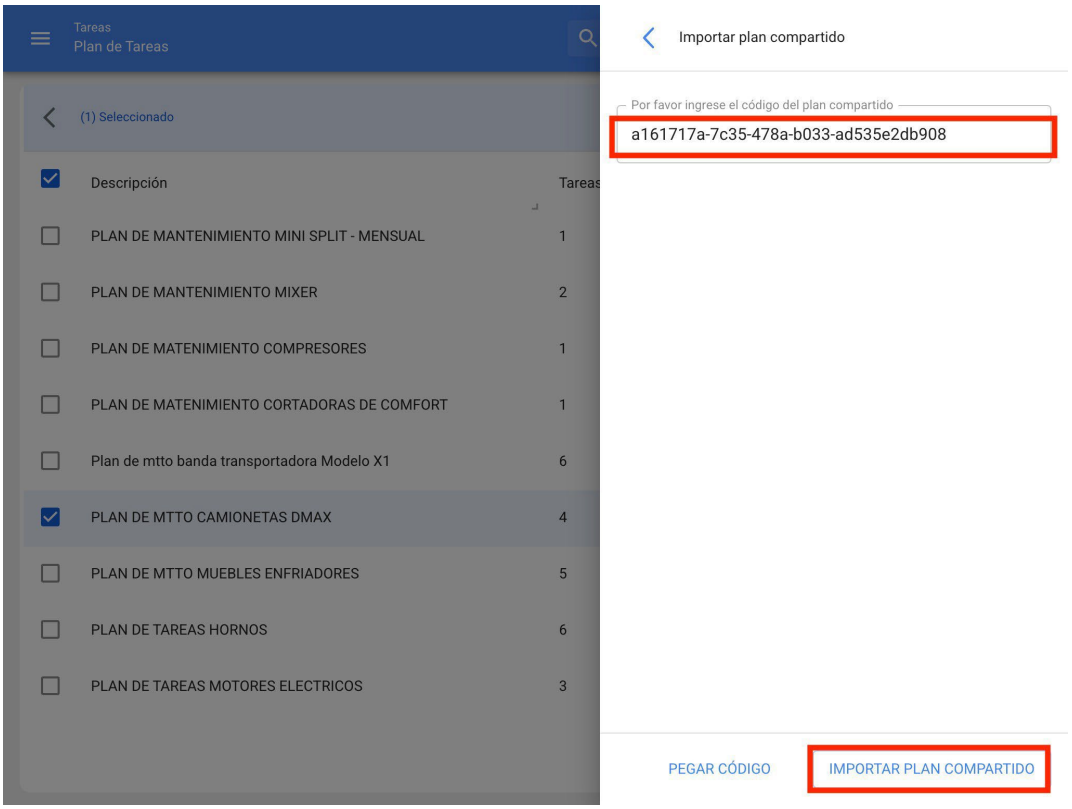






Once the import code has been copied, it is only necessary to enter it in the other Fracttal database where the work management plan is to be imported, so that it is finally added to the system.

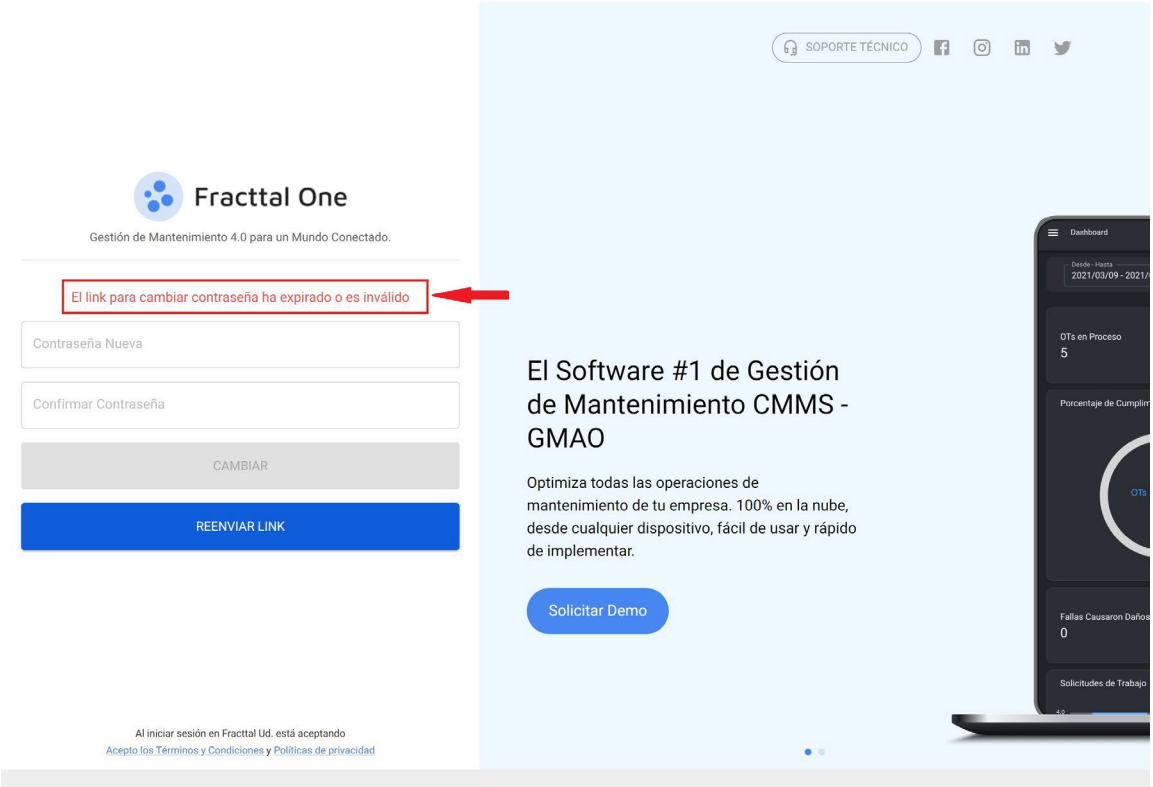

Tareas
Plan de Tareas
Buscar...
Ramon
(1) Seleccionado
Imprimir
Exportar
Exportar masivamente
Clonar Plan de Tareas
Compartir plan de tareas
Importar plan compartido
Actualizar costos
Descripción
Tareas asociadas
PLAN DE MANTENIMIENTO MINI SPLIT - MENSUAL 1
PLAN DE MANTENIMIENTO MIXER 2
PLAN DE MATENIMIENTO COMPRESORES 1
PLAN DE MATENIMIENTO CORTADORAS DE COMFORT 1
Plan de mtto banda transportadora Modelo X1 6 2 //
PLAN DE MTTO CAMIONETAS DMAX 4 2 //
PLAN DE MTTO MUEBLES ENFRIADORES 5 2 //
PLAN DE TAREAS HORNOS 6 3 //
PLAN DE TAREAS MOTORES ELECTRICOS 3 1 //


Tareas
Plan de Tareas
(1) Seleccionado
Descripción
PLAN DE MANTENIMIENTO MINI SPLIT - MENSUAL 1
PLAN DE MANTENIMIENTO MIXER 2
PLAN DE MATENIMIENTO COMPRESORES 1
PLAN DE MATENIMIENTO CORTADORAS DE COMFORT 1
Plan de mtto banda transportadora Modelo X1 6
PLAN DE MTTO CAMIONETAS DMAX 4
PLAN DE MTTO MUEBLES ENFRIADORES 5
PLAN DE TAREAS HORNOS 6
PLAN DE TAREAS MOTORES ELECTRICOS 3
Importar plan compartido
Por favor ingrese el código del plan compartido
a161717a-7c35-478a-b033-ad535e2db908
PEGAR CÓDIGO
IMPORTAR PLAN COMPARTIDO

Has your login token expired? Please request it again.

help.fracttal.com/articles/6217416-your-link-token-for-login-log-in-has-expired-reapply-again

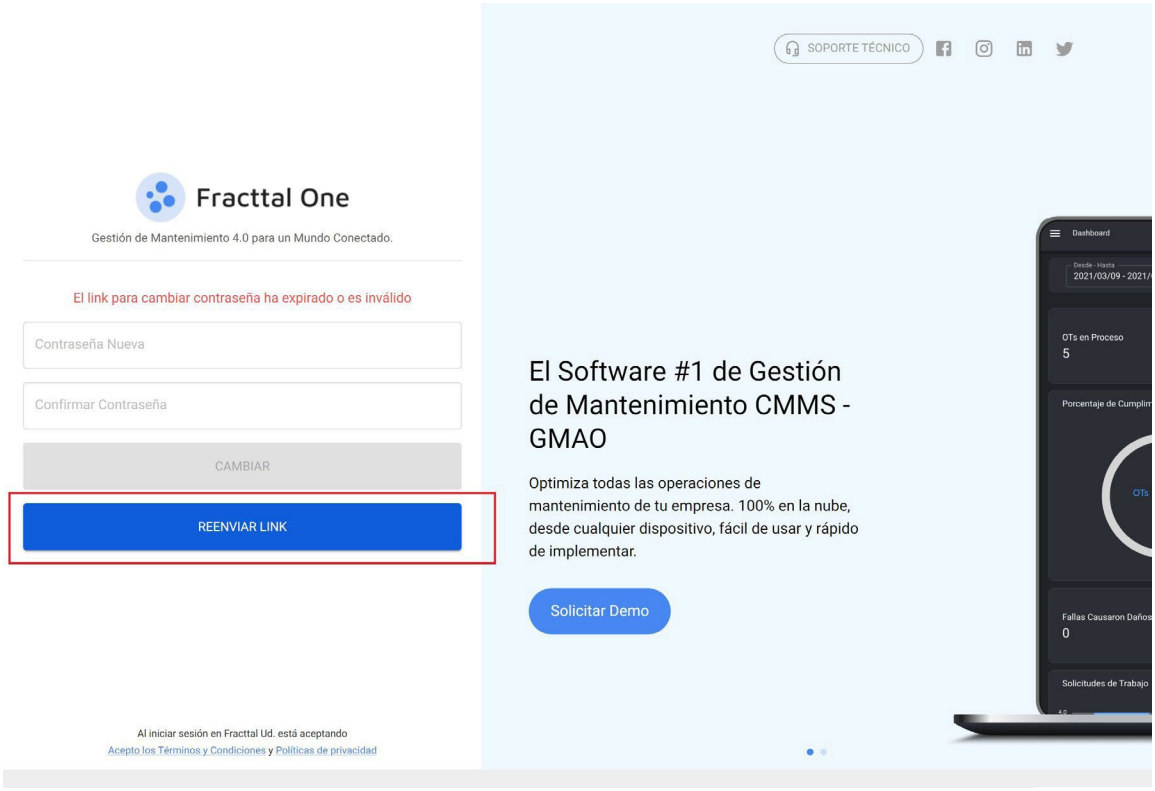
If you spend more than 72 hours after receiving the email to set your password for the first time, you will see this type of message when you enter the link:



Your token or link has expired!

To reset your password, follow the steps below:

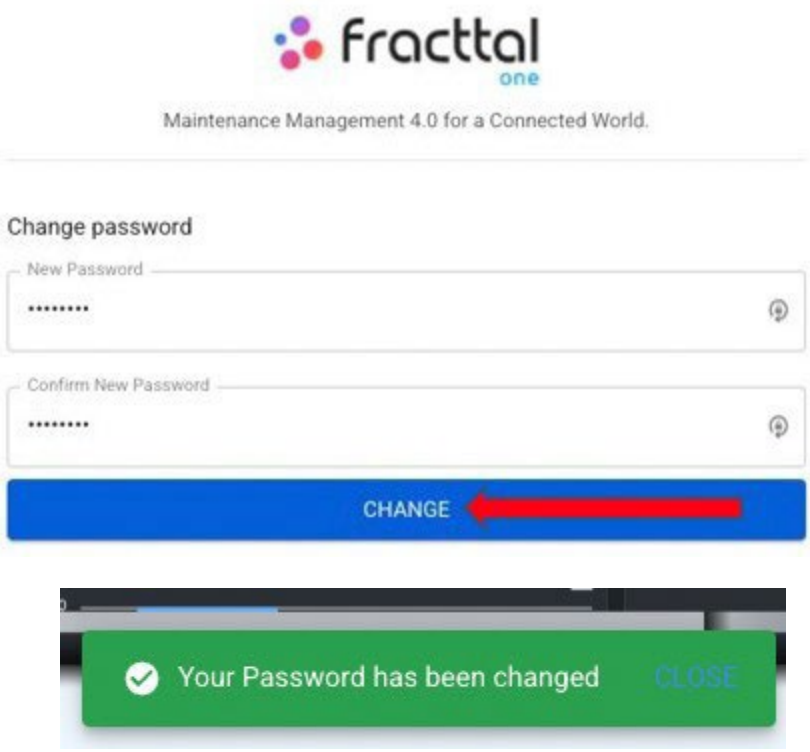
STEP 1: Click on the 'forward link' button:



STEP 2: Check your inbox or SPAM folder and you will have received an email from <> with instructions. Click on "Change Password".

Note: *If your link expires again, you will have to go back to step 1 of this article.*

STEP 3: Finally, set your new password.



Your password has been successfully changed!

Forgot or want to reset your password?

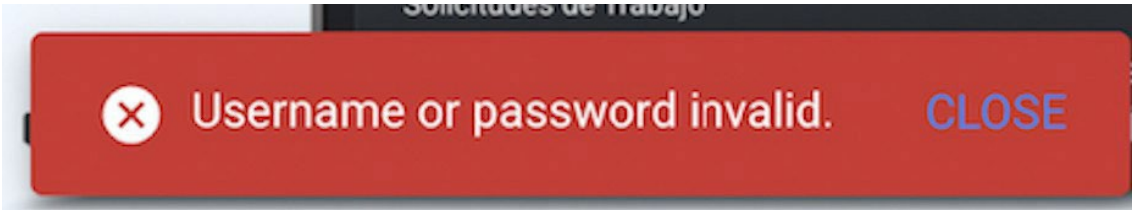
help.fracttal.com/en/articles/6217280-forgot-you-or-want-to-reset-your-contrast-countermark

If you have problems logging in to Fracttal, because you forgot your password or because the access link has expired. Follow these steps:

Has your login link expired?

Forgot your password?

If the password you entered is incorrect, you will see a message at the bottom of the screen that says:



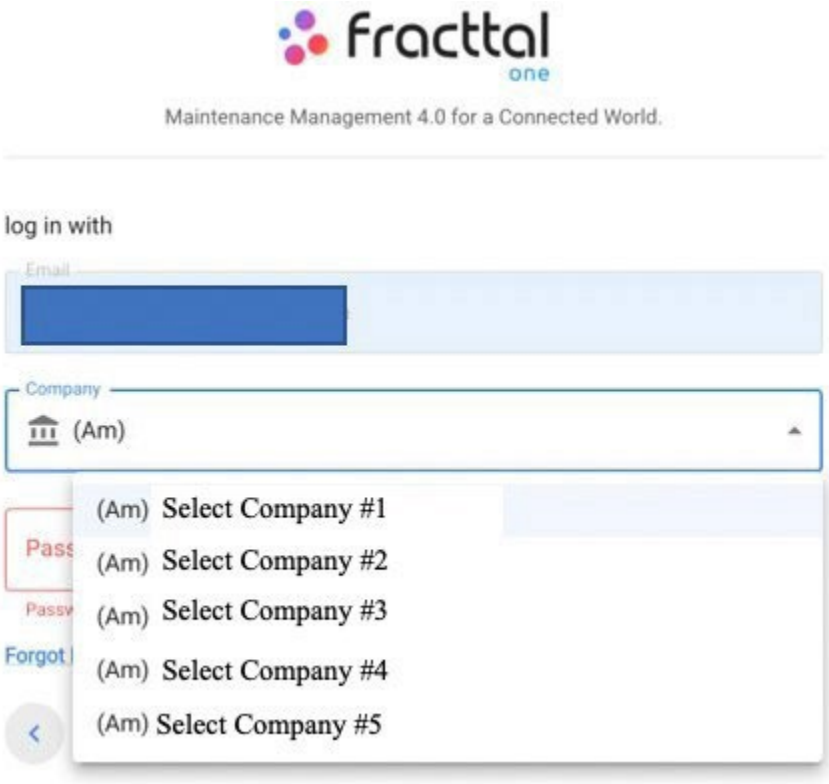
Your username or password is invalid.

STEP 1: If you do not remember your password, reset it in the login window:

Login

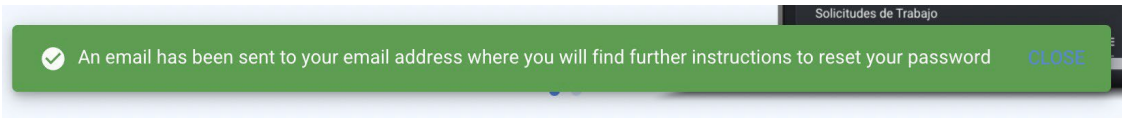
STEP 2: Enter your email address and click on the "Next" button.

STEP 3: Select the Company Account you want to access (if you are only registered to one account, skip this step).



STEP 4: Click on "I forgot my password".

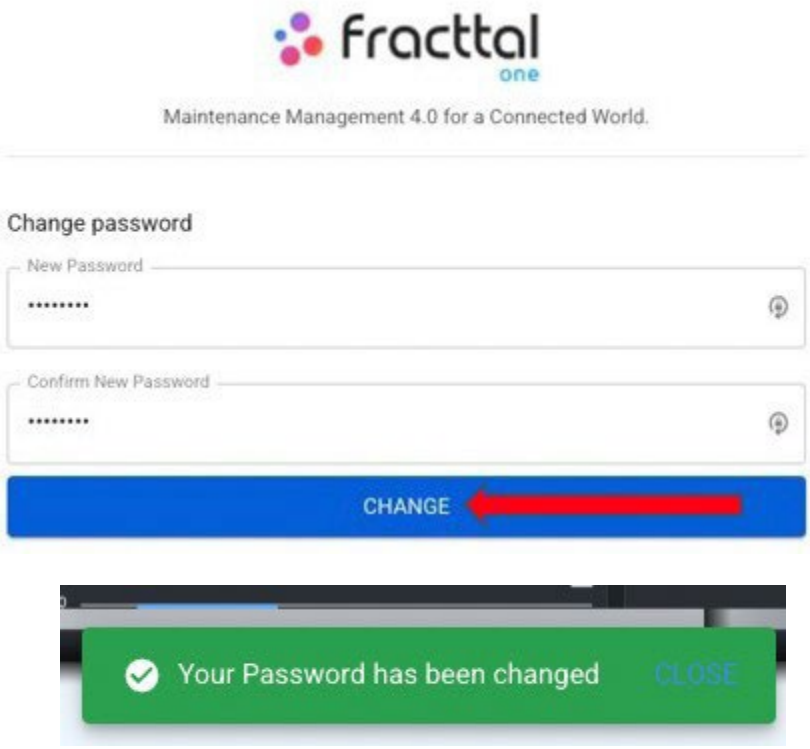
You will see a message on the back of the page: An email has been sent to your email address where you will find further instructions on how to reset your password."



STEP 5: Check your inbox or SPAM folder and you will have received an email from <> with instructions. Click on "Change Password".

Note: *If your link expires, follow these steps:* Token expired

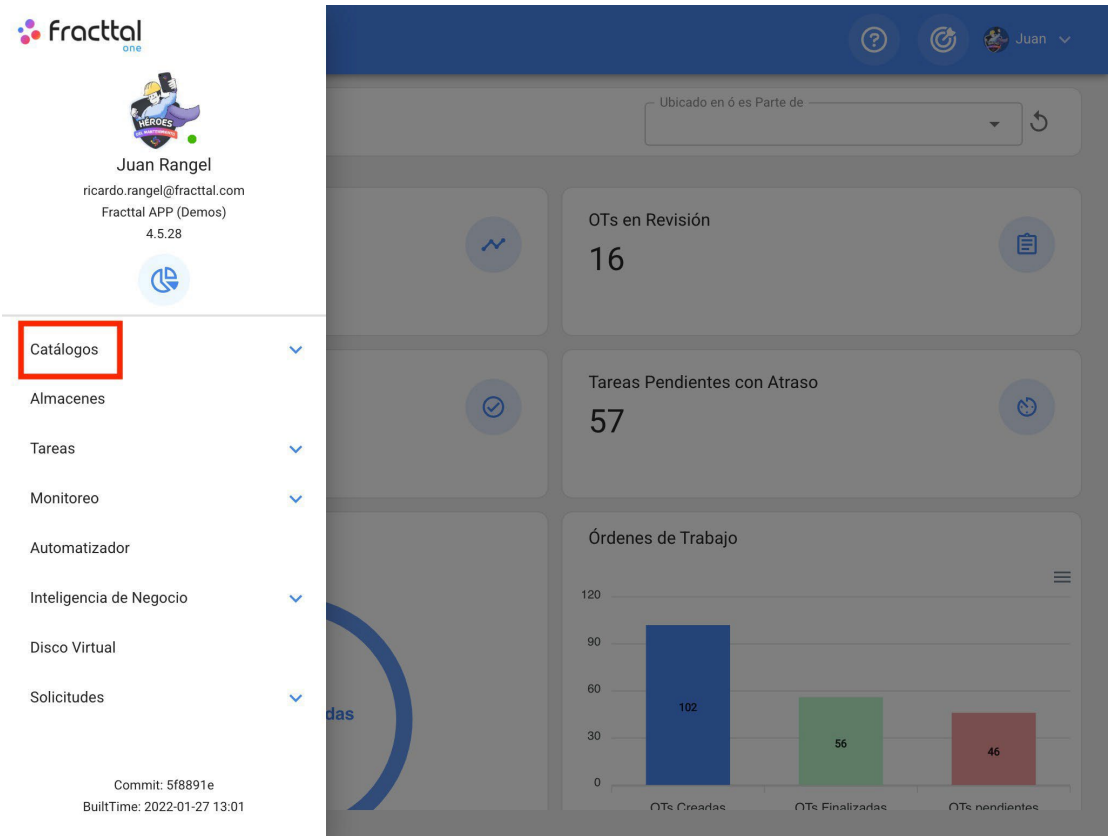
STEP 6: Finally, set your new password.



Your password has been successfully changed!

Catalogs menu and how to enter?

help.fracttal.com/en/articles/6014975-catalog-menu-and-how-to-enter

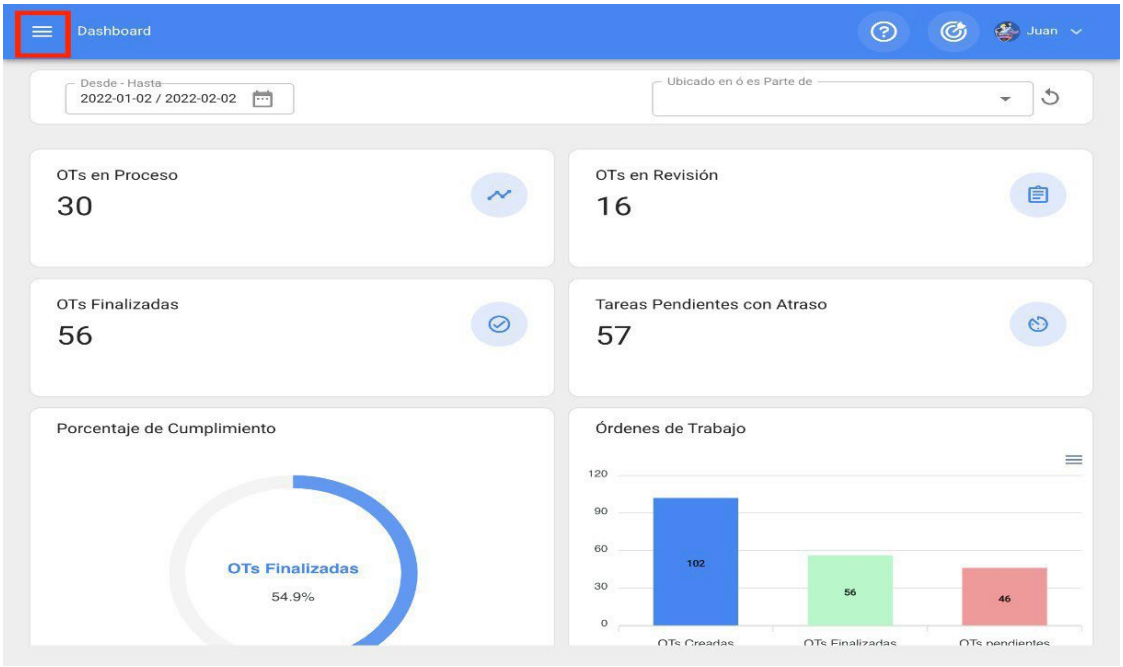


The catalog module is a drop-down menu, where you will find the sub-modules:

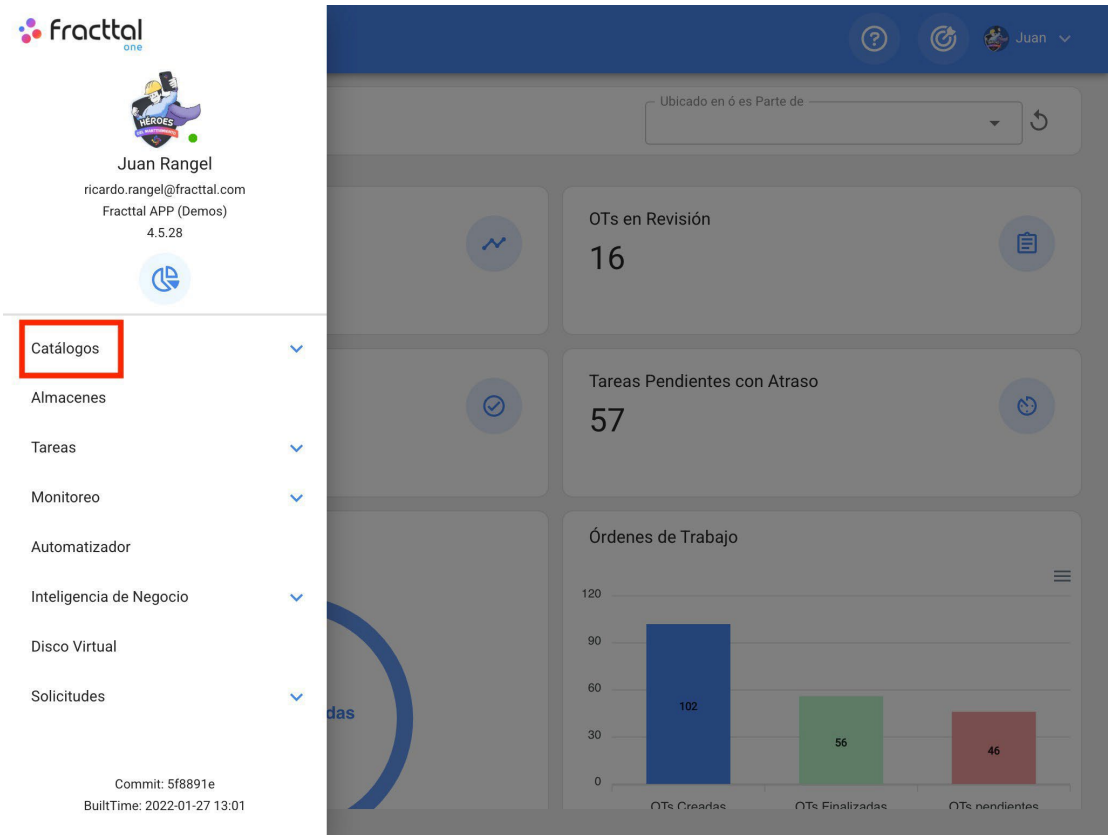
- **Assets:** Module that contains all the assets of the platform (Locations, Equipment, Tools, Spare Parts and Supplies, Digital).
- **Inhouse personnel:** Module that contains all the inhouse personnel related to maintenance management.
- **Third parties:** Module that contains all the third parties related to maintenance management (Service providers, Manufacturers, Suppliers and Customers).

How to enter the catalog menu?

To enter the catalogs menu, first click on the menu button that you will find on the top left side of the main header bar of the platform.



When clicked, the system will display a window with all the modules, there you must click again on "Catalogs" to finally display the sub-modules contained (Assets, Inhouse personnel and Third parties).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Juan Rangel
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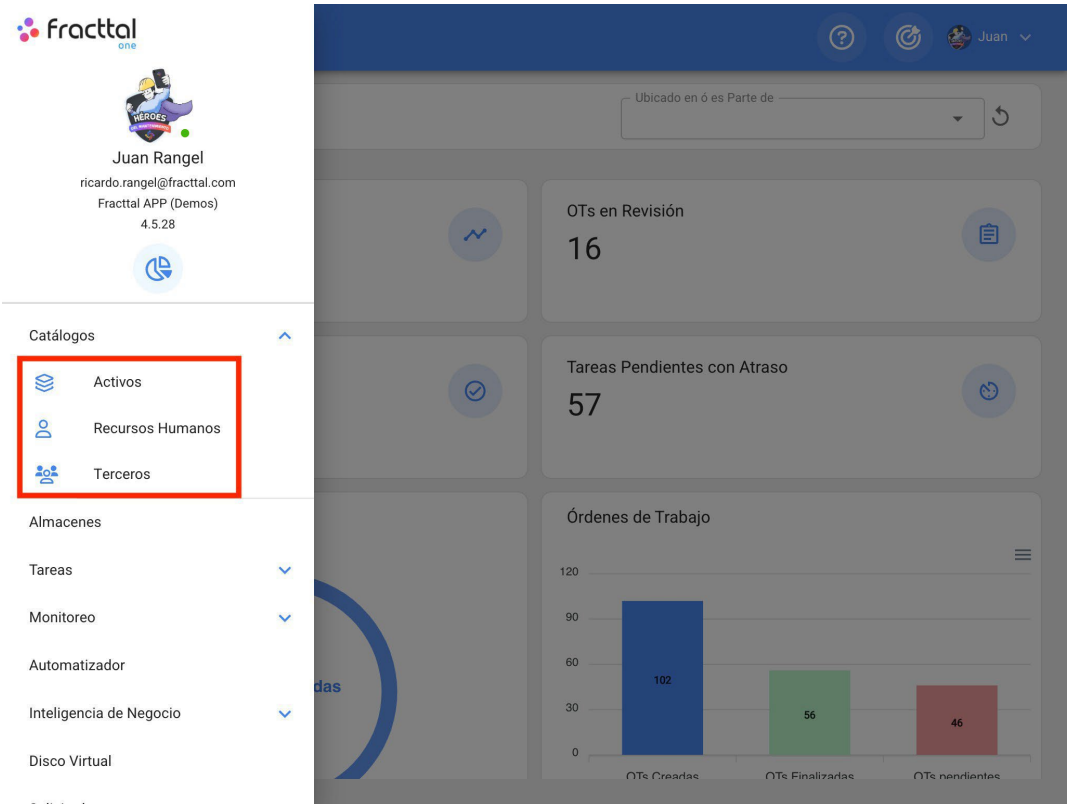
Fracttal APP (Demos)
4.5.28
Catálogos
Almacenes
Tareas
Monitoreo
Automatizador
Inteligencia de Negocio
Disco Virtual
Solicitudes
Commit: 5f8891e
BuiltTime: 2022-01-27 13:01
Juan
Ubicado en ó es Parte de
OTs en Revisión
16
Tareas Pendientes con Atraso
57
Órdenes de Trabajo
120
90
60
30
0
102
56
46
OTs Creadas
OTs Finalizadas
OTs pendientes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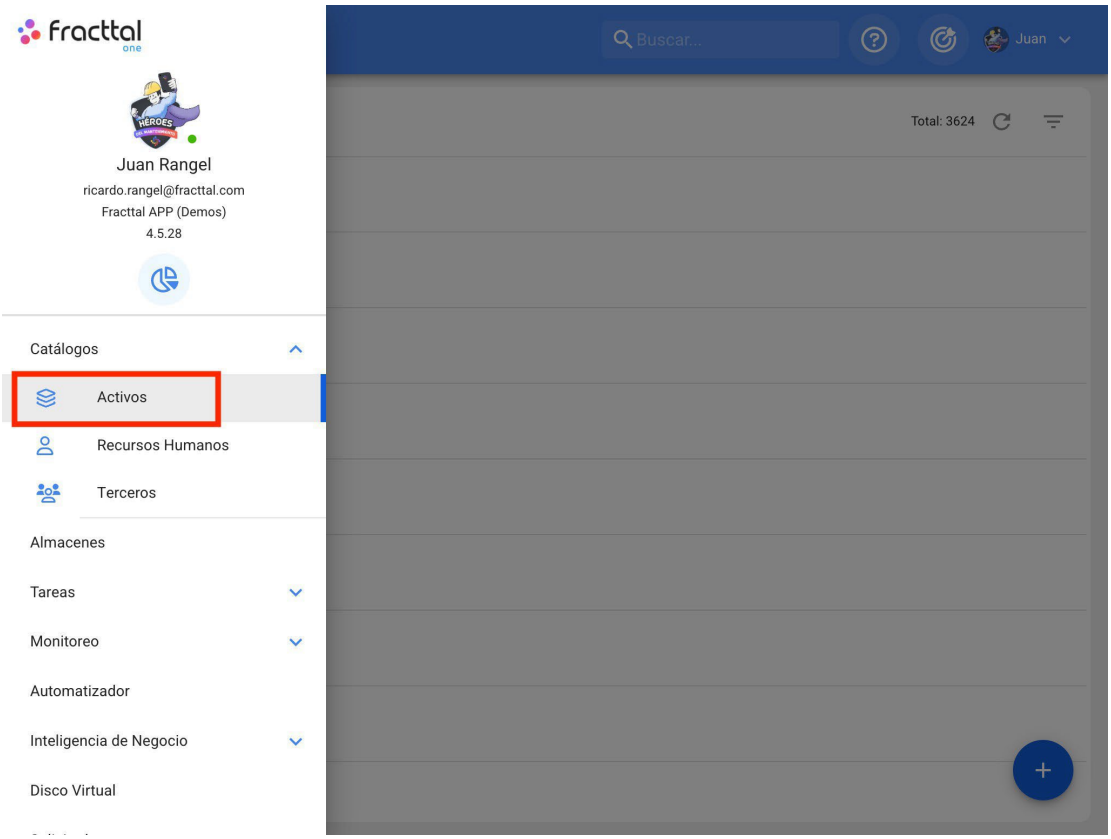
Fracttal APP (Demos)
4.5.28
Catálogos
Activos
Recursos Humanos
Terceros
Almacenes
Tareas
Monitoreo
Automatizador
Inteligencia de Negocio
Disco Virtual
Juan
Ubicado en ó es Parte de
OTs en Revisión
16
Tareas Pendientes con Atraso
57
Órdenes de Trabajo
120
90
60
30
0
102
56
46
OTs Creadas
OTs Finalizadas
OTs pendientes

Actives : Fracttal One

help.fracttal.com/en/articles/6014983-assets

In this module you will be able to register and keep track of all assets in the platform. Assets are defined as any set of tangible and intangible resources that have value, actual or potential to help meet organizational objectives.



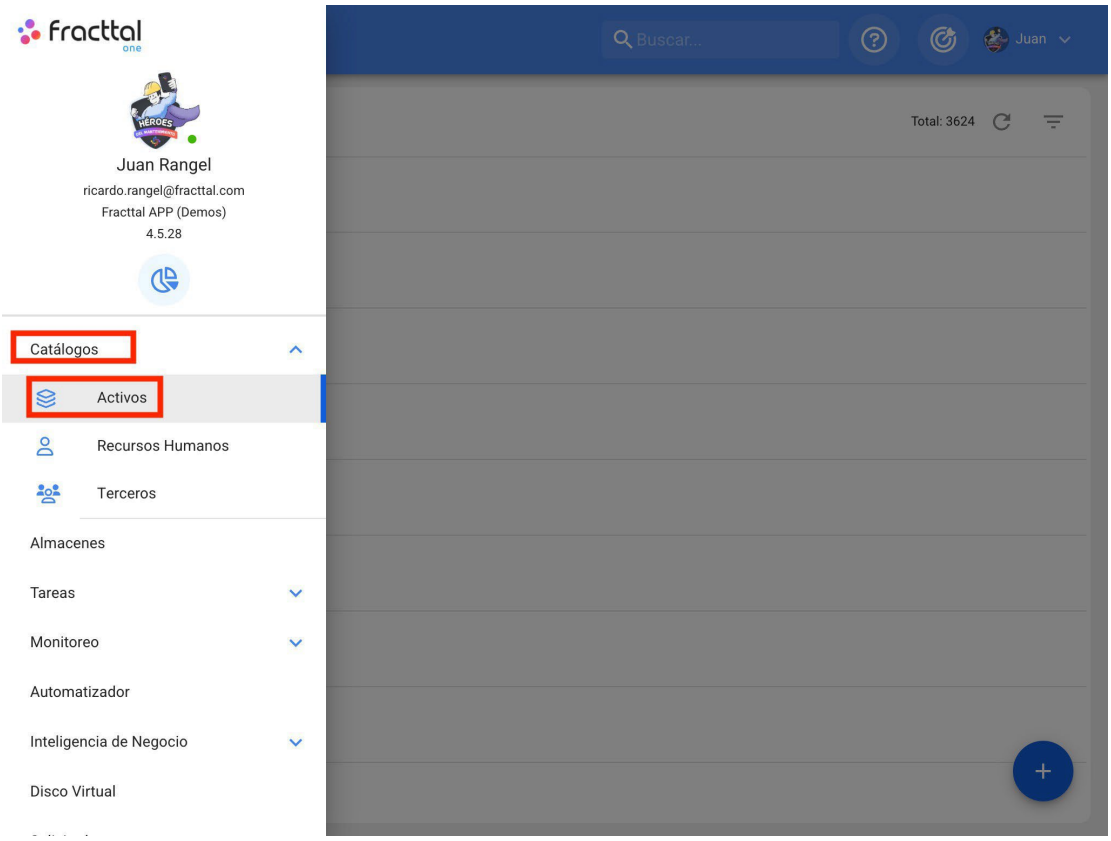
Types of assets

In Fracttal there are 5 types of assets, which are classified as follows:

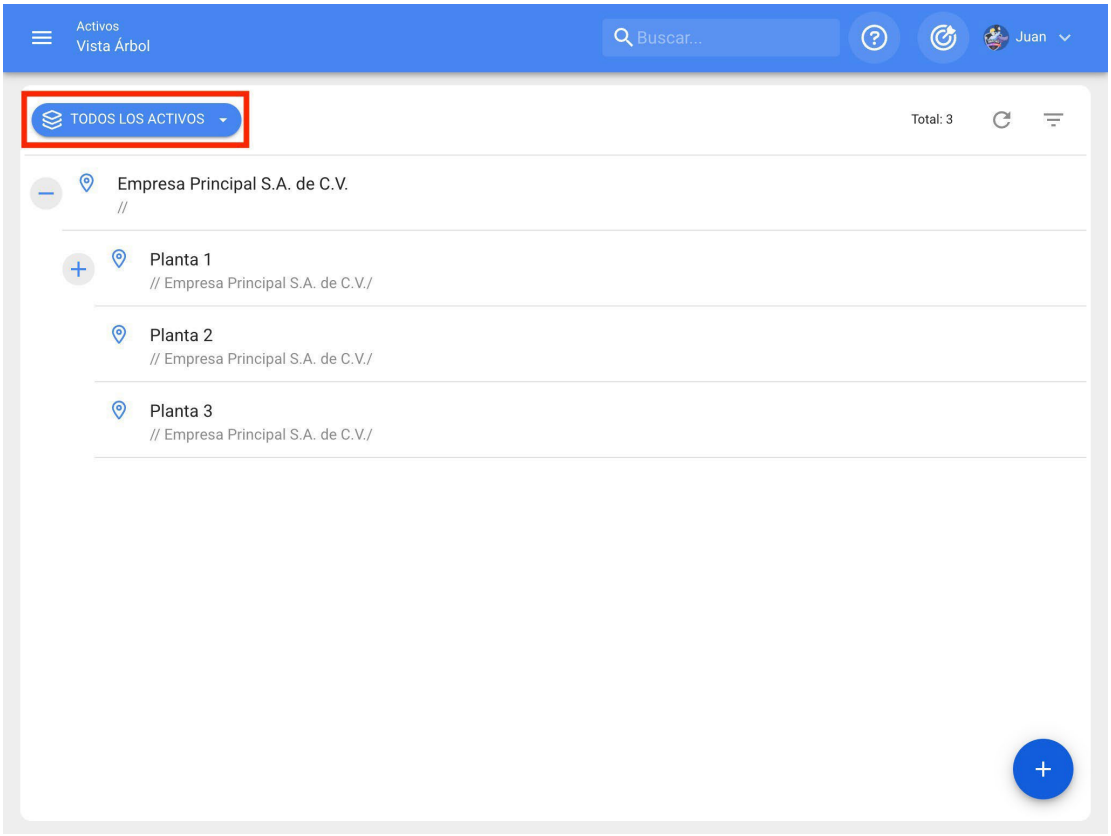
- **Locations**
- **Equipment**
- **Equipment Tools**
- **Digital Spare Parts and Supplies**
-

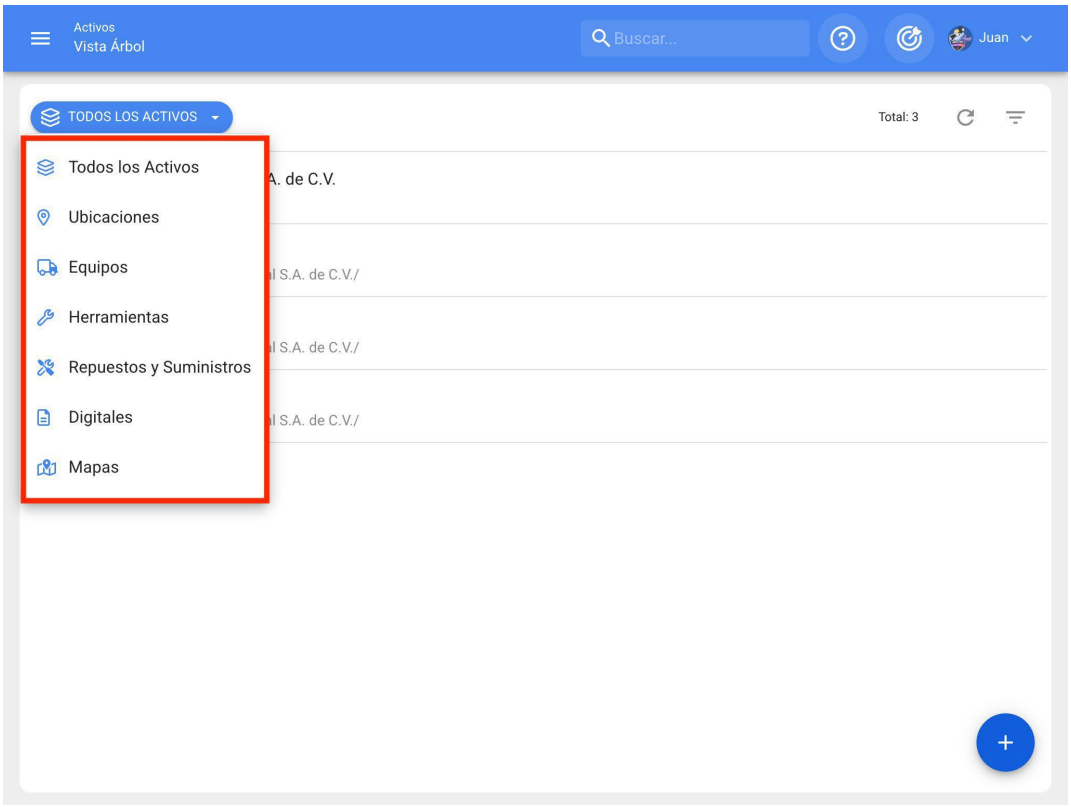
How to access the different types of assets?

To access any of the asset views, access the catalog module, then click on assets.



When clicked, a new window will open containing a drop-down menu where you can select the type of asset to be displayed.

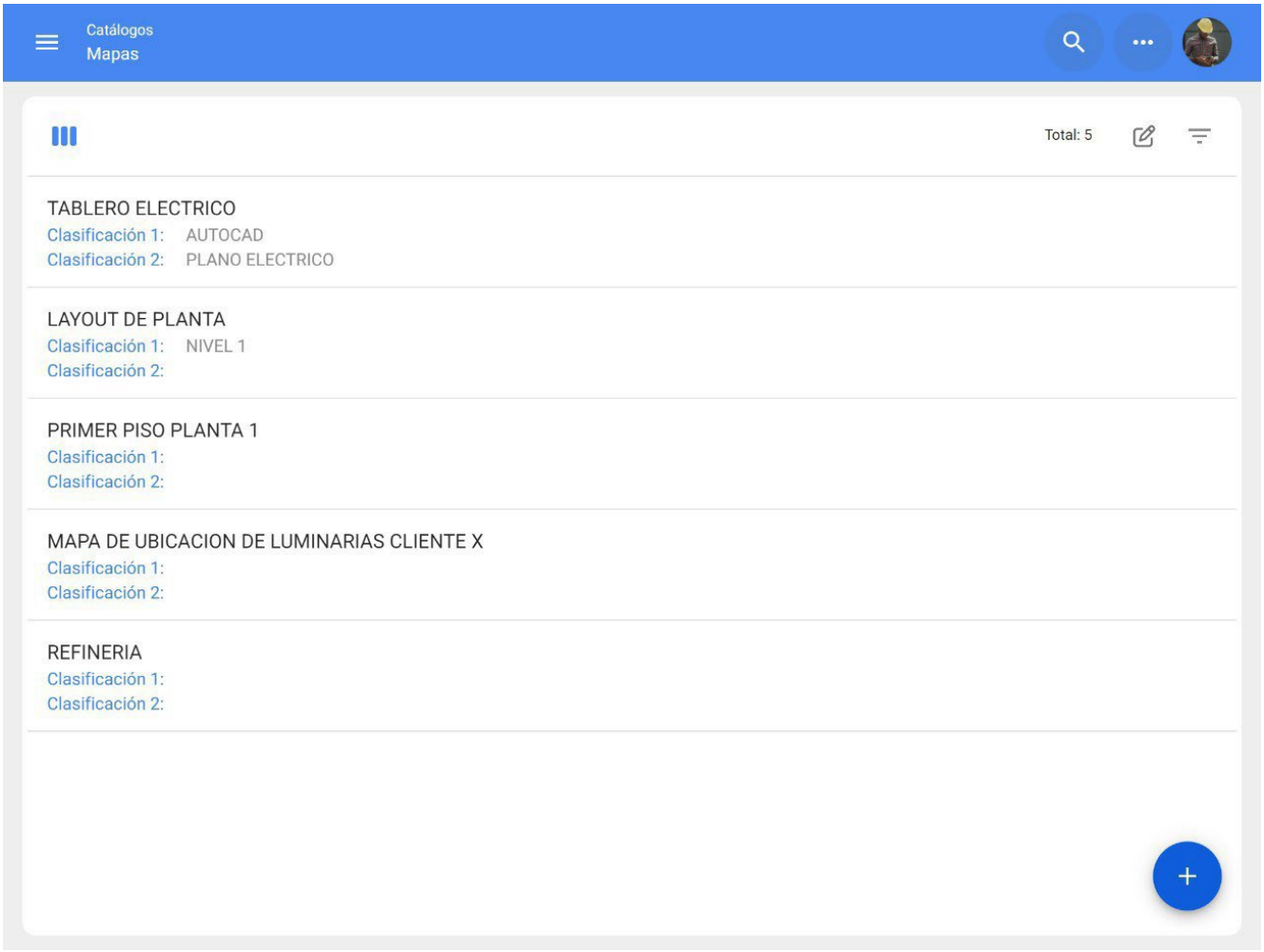

Activos
Vista Árbol
Buscar...
Juan
TODOS LOS ACTIVOS
Total: 3
Empresa Principal S.A. de C.V.
//
Planta 1
// Empresa Principal S.A. de C.V./
Planta 2
// Empresa Principal S.A. de C.V./
Planta 3
// Empresa Principal S.A. de C.V./


Activos
Vista Árbol
Buscar...
Juan
TODOS LOS ACTIVOS
Total: 3
Todos los Activos
Ubicaciones
Equipos
Herramientas
Repuestos y Suministros
Digitales
Mapas

Map type assets and how to add maps and markers?

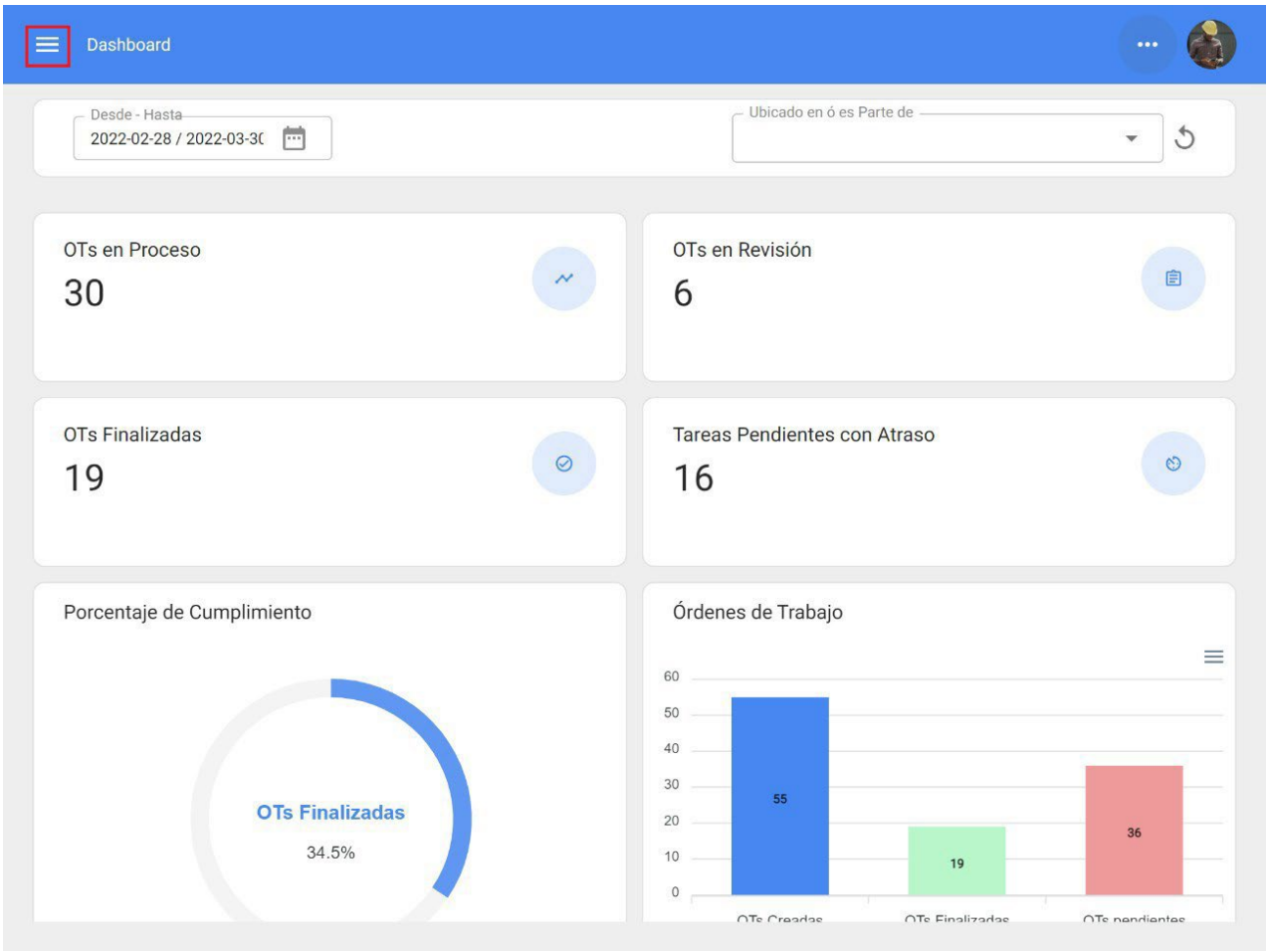
help.fracttal.com/en/articles/6105108-assets-type-map-and-as-add-maps-and-markers

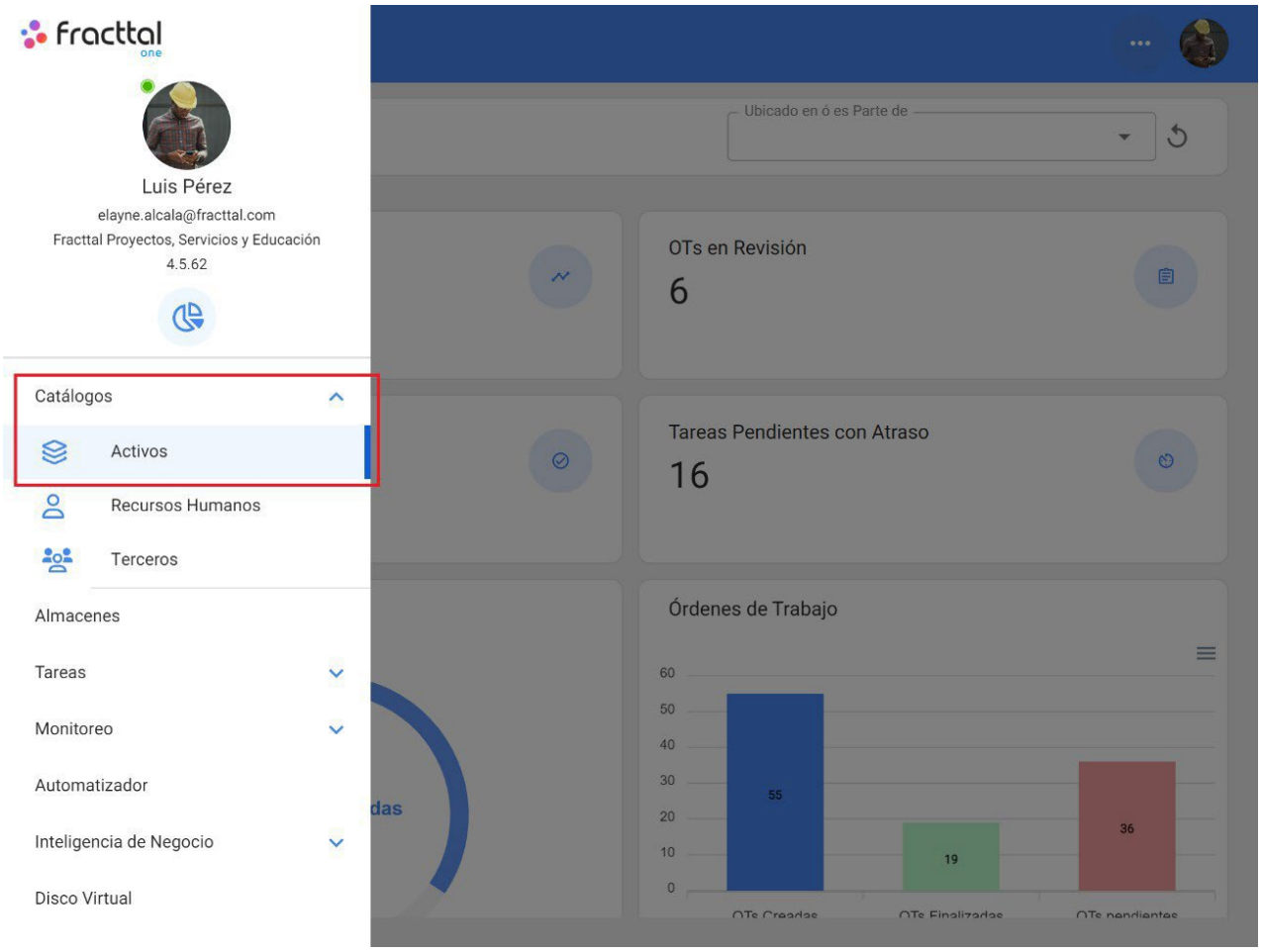
Within the asset catalog, Fracttal offers you the possibility to create maps that will help you locate your assets within a plan or layout.

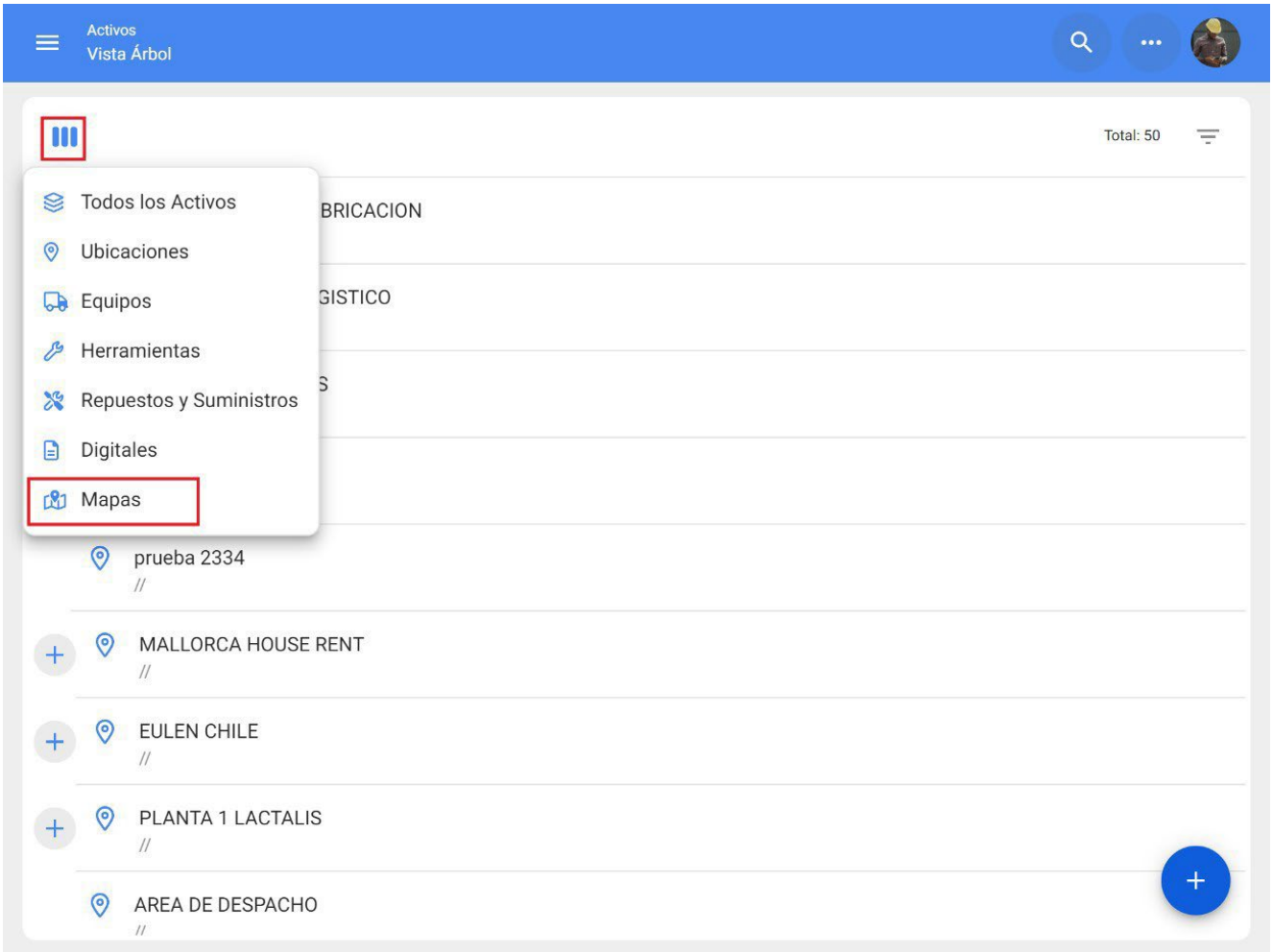


How to enter the maps module?

To use the maps in Fracttal, you must enter the main menu > catalog module. > assets > maps:

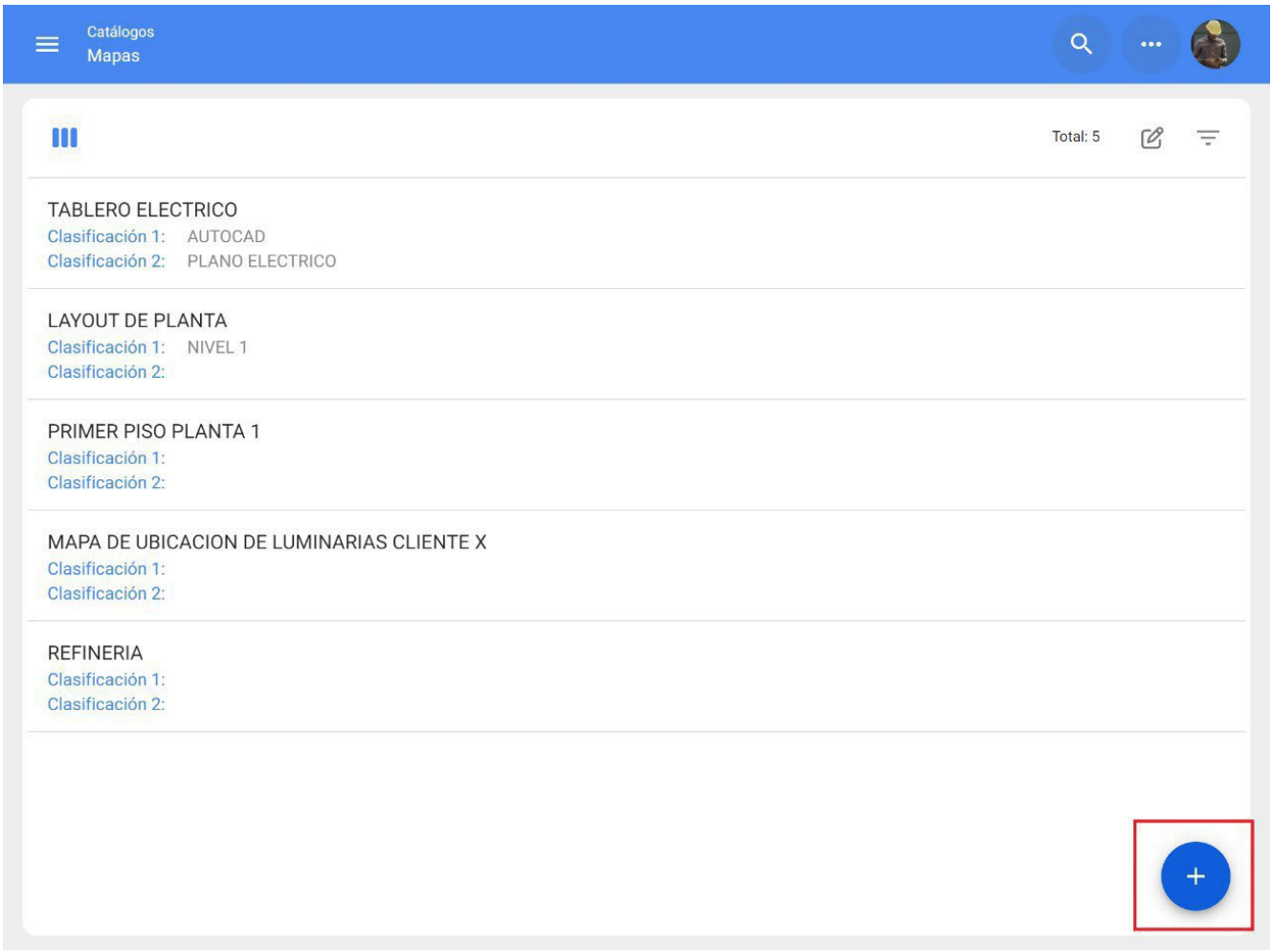

Dashboard
Desde - Hasta
2022-02-28 / 2022-03-3(
Ubicado en ó es Parte de
OTs en Proceso
30
OTs en Revisión
6
OTs Finalizadas
19
Tareas Pendientes con Atraso
16
Porcentaje de Cumplimiento
OTs Finalizadas
34.5%
Órdenes de Trabajo
60
50
40
30
20
10
0
55
19
36


Luis Pérez
elayne.alcala@fracttal.com
Fracttal Proyectos, Servicios y Educación
4.5.62
Catálogos
Activos
Recursos Humanos
Terceros
Almacenes
Tareas
Monitoreo
Automatizador
Inteligencia de Negocio
Disco Virtual
Ubicado en ó es Parte de
OTs en Revisión
6
Tareas Pendientes con Atraso
16
Órdenes de Trabajo
60
50
40
30
20
10
0
55
19
36

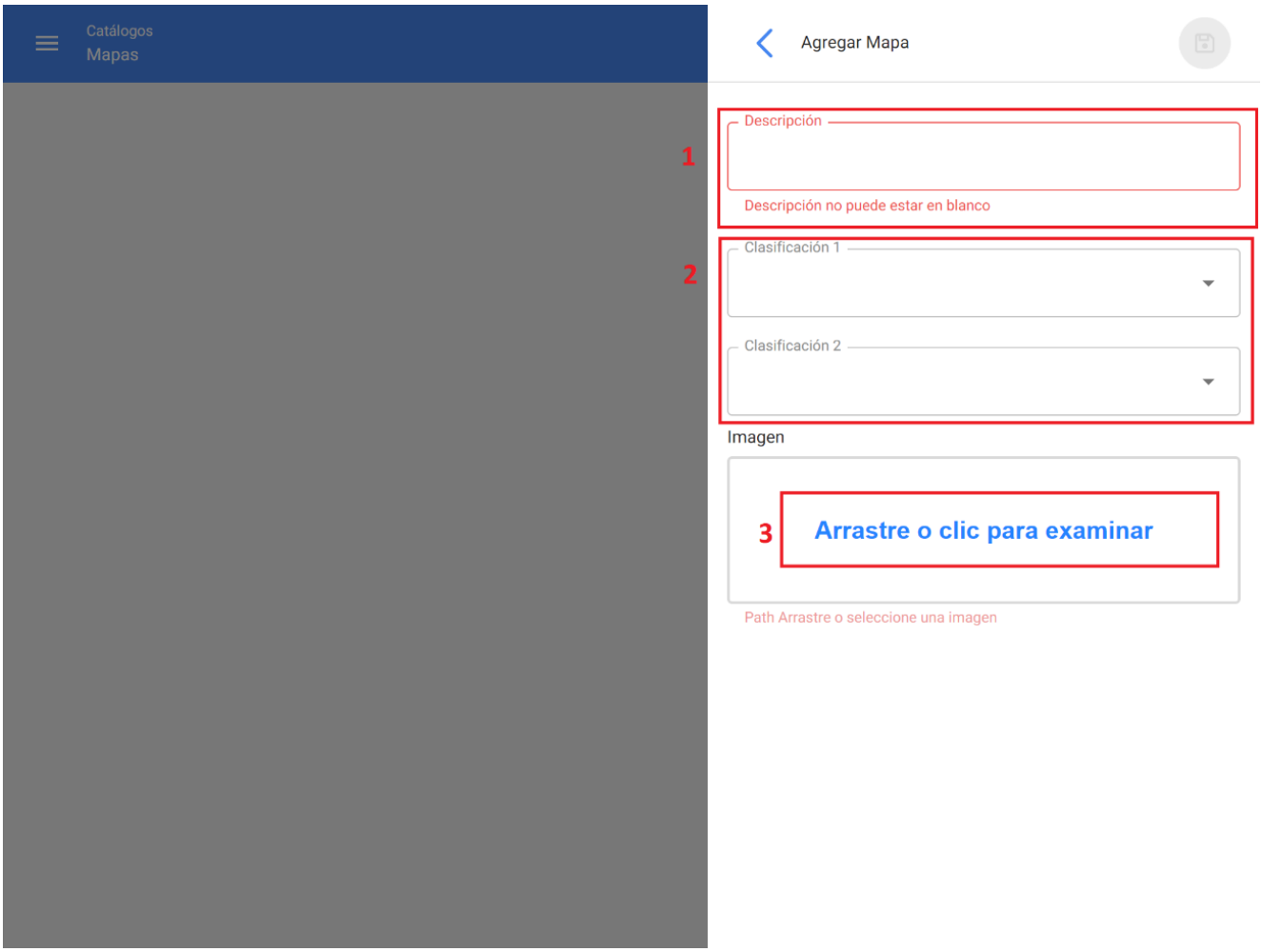


How to add a map?

To add a map, just click on the add symbol at the bottom right of the platform.



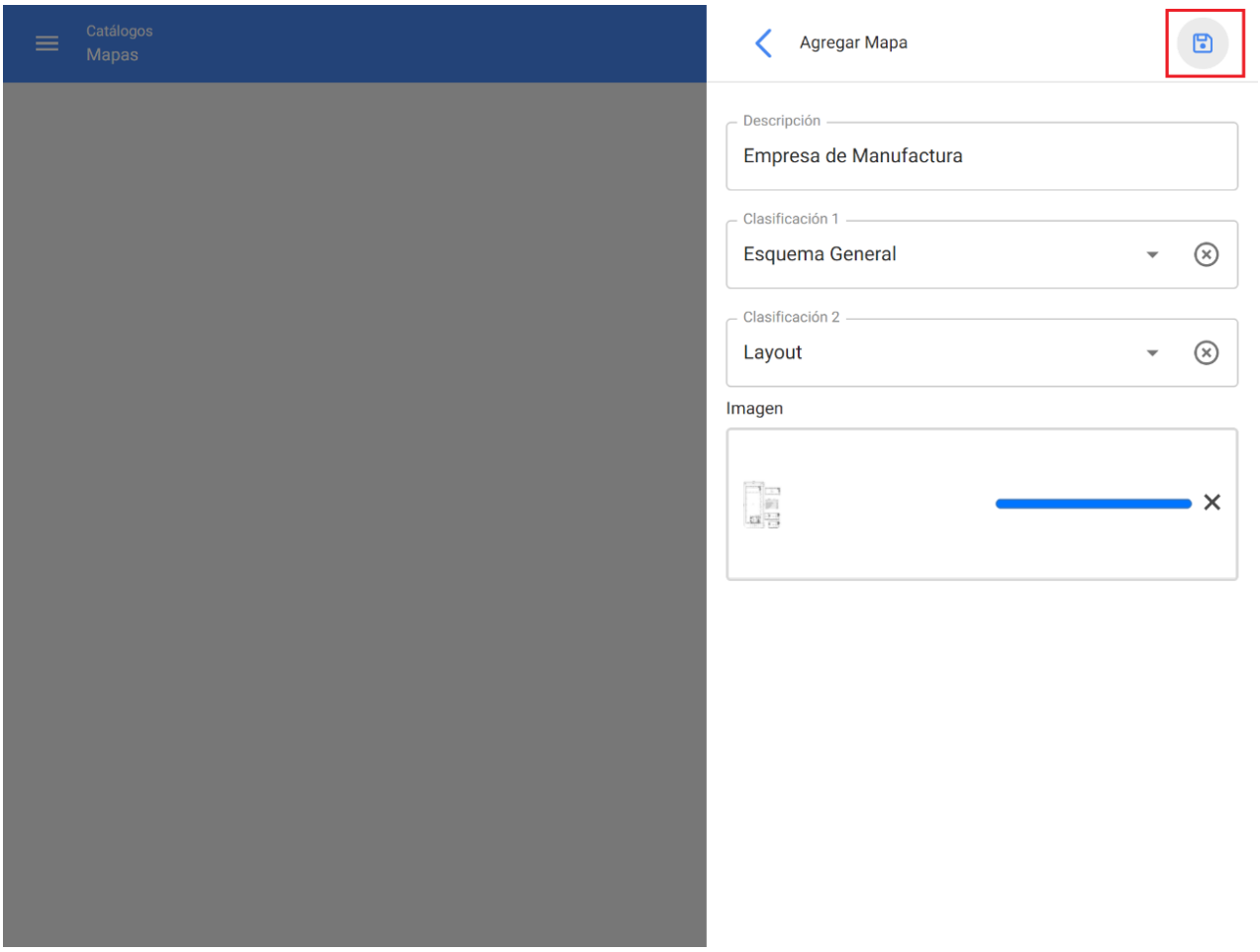
Then a new window will open, where the information corresponding to the map to be added to the system must be filled in.

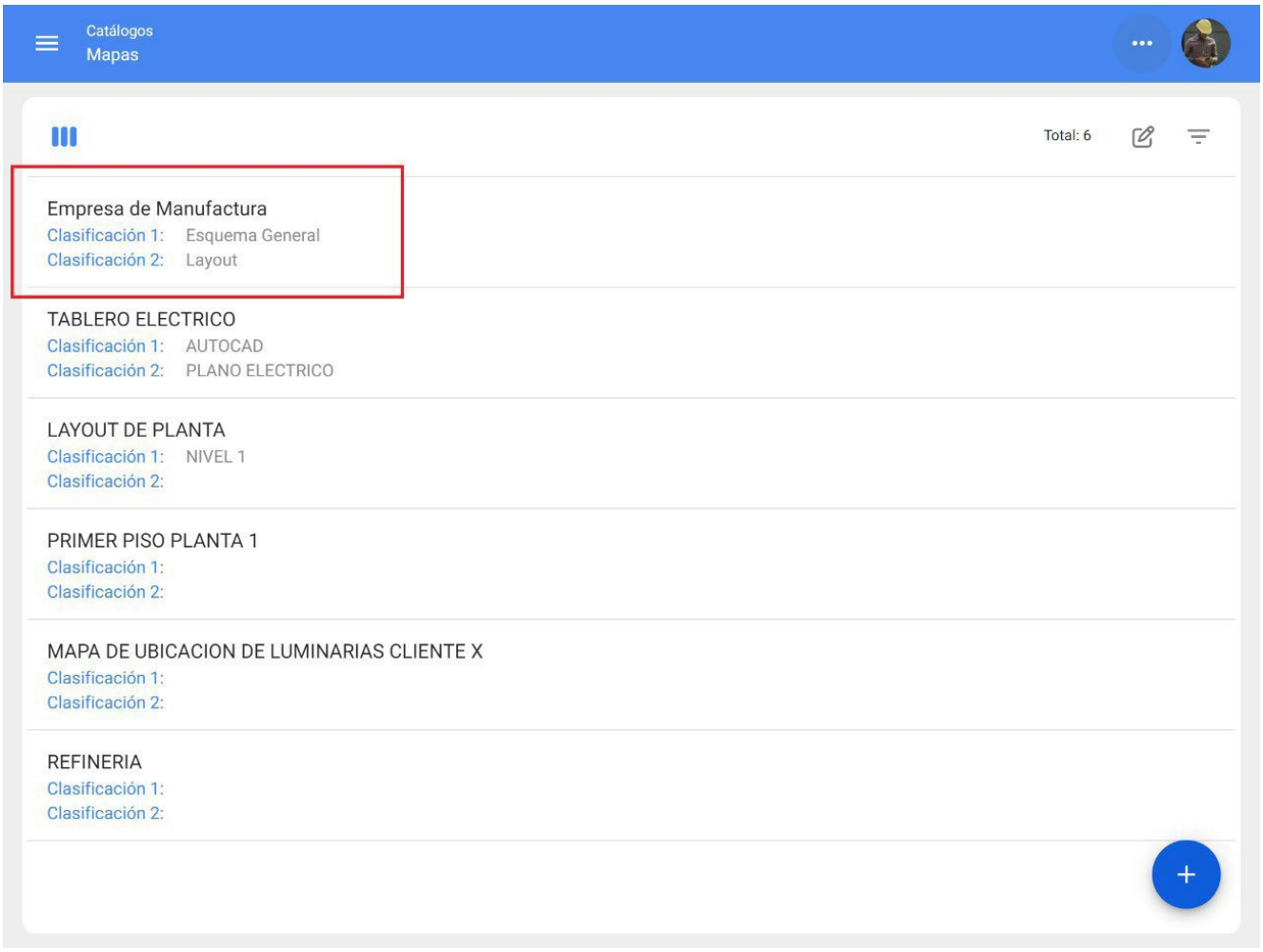


Where, the required data are as follows:

1. **Description:** Name or description of the map.
2. **Classification 1 and 2:** Correspond to free fields left by the platform to be completed as required.
3. **Image:** In this field, the image of the map should be attached. To add image files, click on the "Drag or click to browse" option, after clicking, the system will display a window where you can drag or select the file in question.

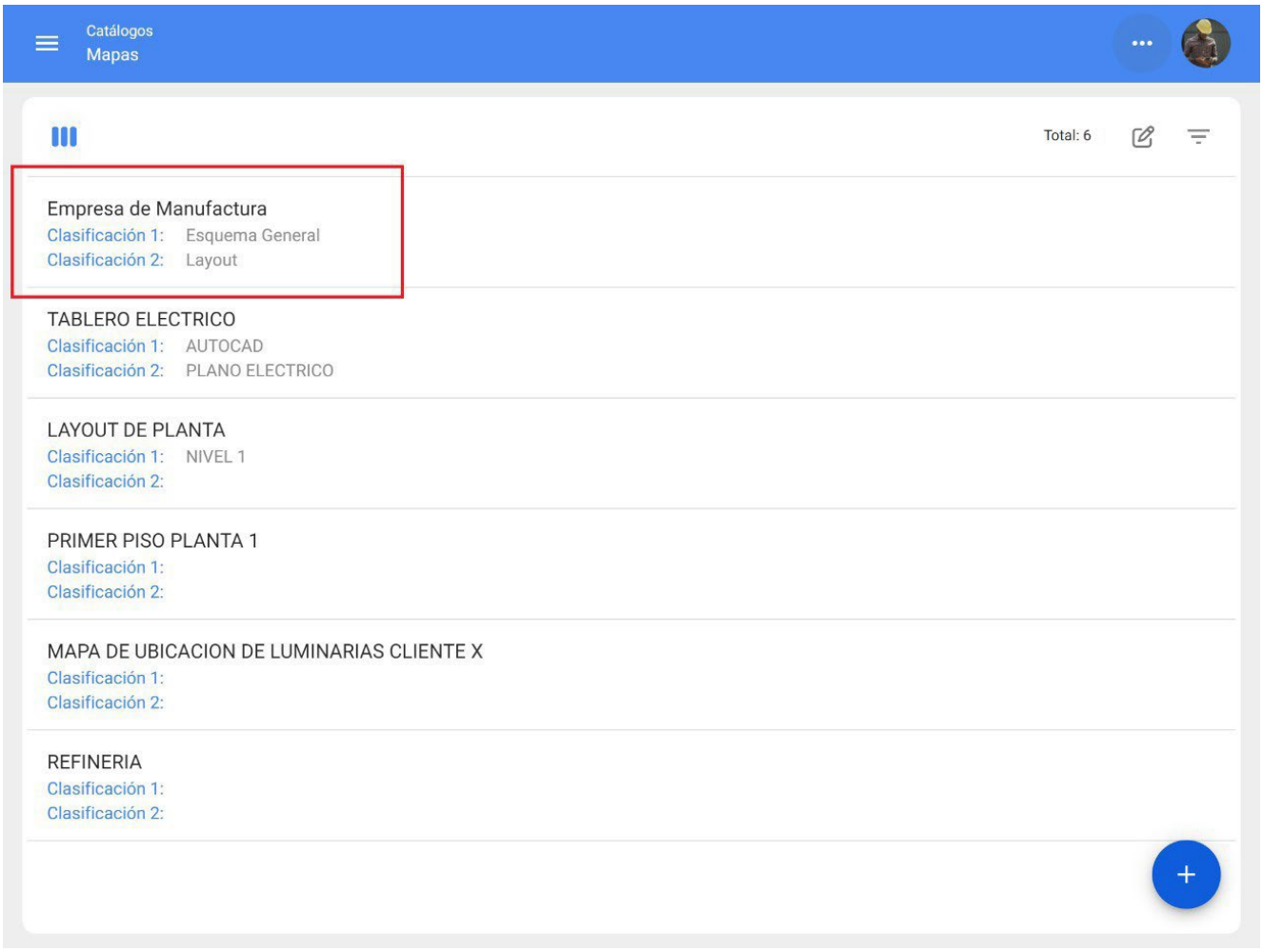
Finally, after completing all the required fields to register the map, click on the save option to finish the asset creation process.


Catálogos
Mapas
Agregar Mapa
Descripción
Empresa de Manufactura
Clasificación 1
Esquema General
Clasificación 2
Layout
Imagen

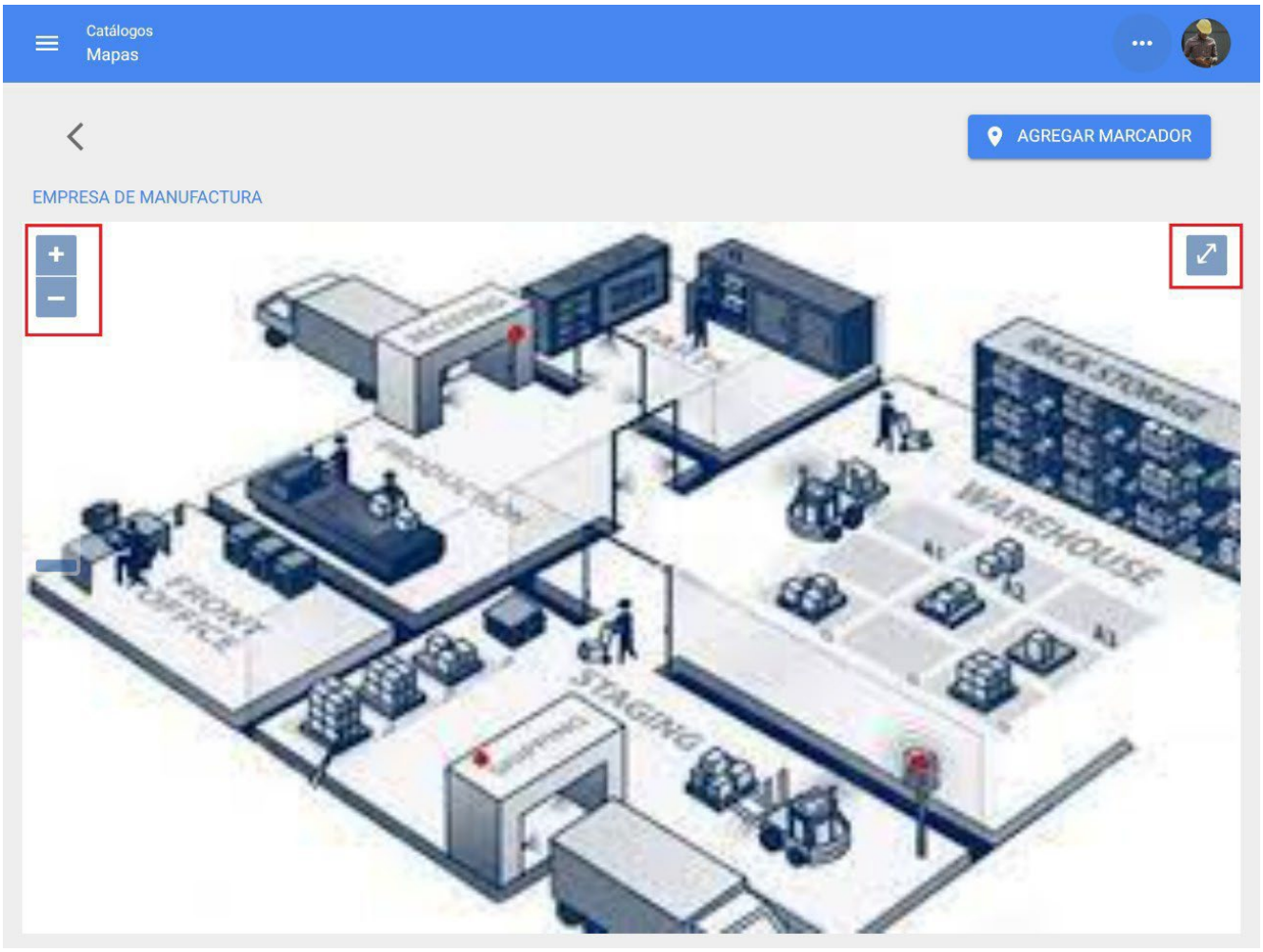


What are bookmarks and how to add them?

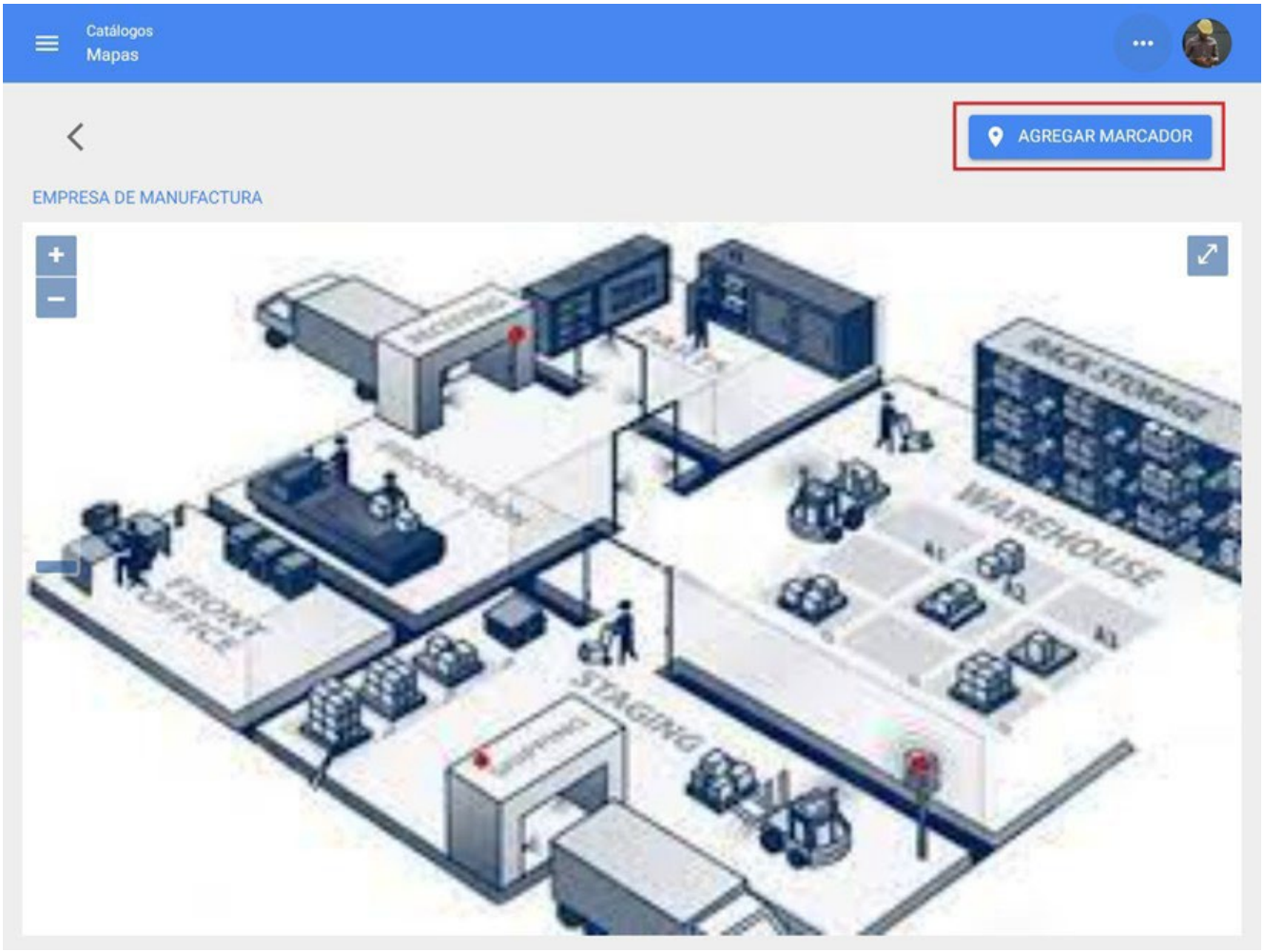
Markers are used to position and identify assets (already existing in Fracttal's catalogs) within a map. To add a marker within a map, click on the map in question:



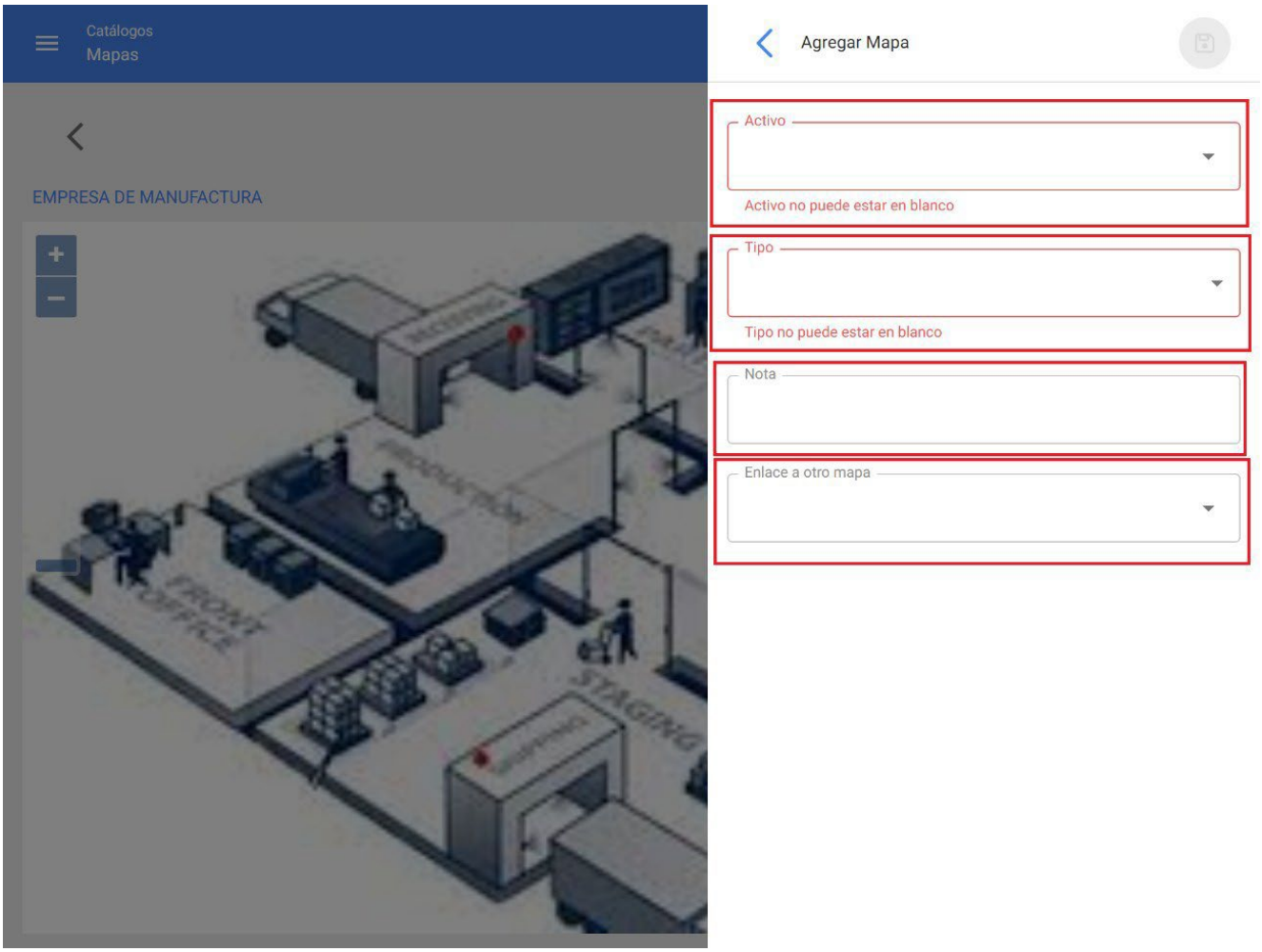
Then a new window will open showing the map, where the user can zoom in or zoom out.



To finally add the marker, click on the 'add marker' indicator:

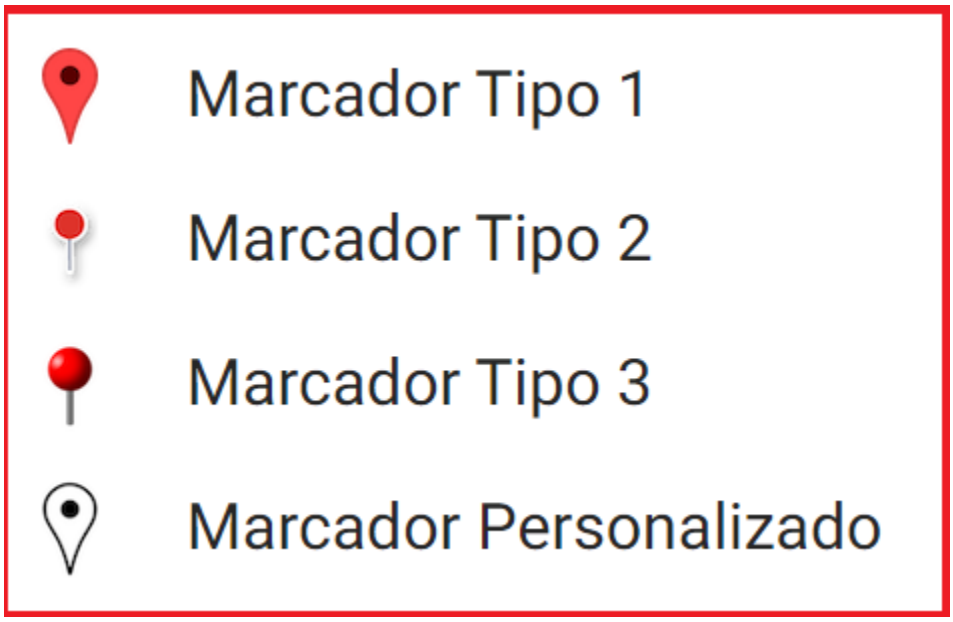


By clicking on it, a new window will open where the information corresponding to the marker to be added to the map must be filled in, placing the marker in the corresponding place in the layout.

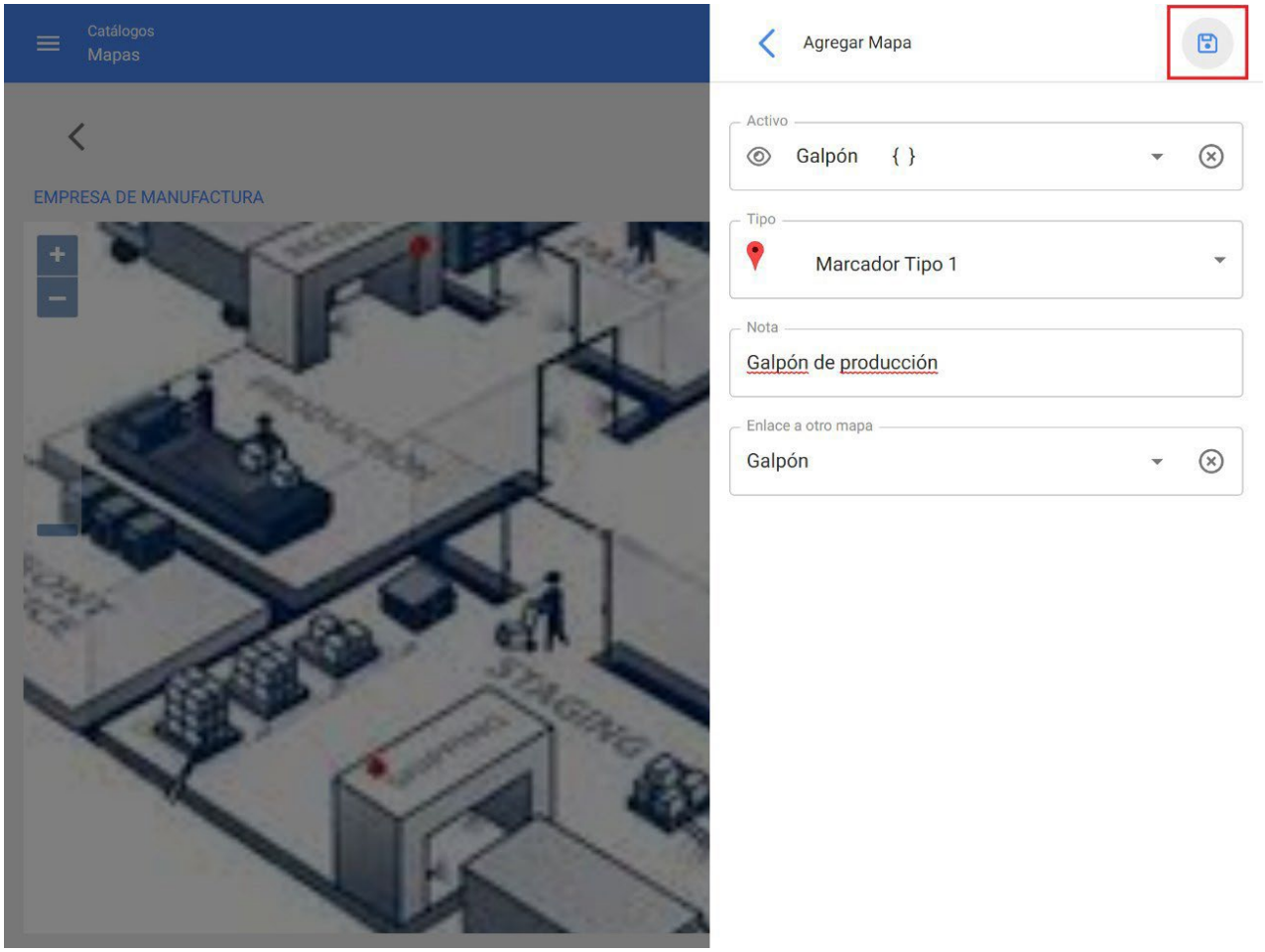


- **Asset:** Allows to choose the asset to be located with this marker on the map.
- **Type:** Allows to choose a marker type among 4 different types to categorize it.
- **Note:** Allows you to add a note to the corresponding marker.

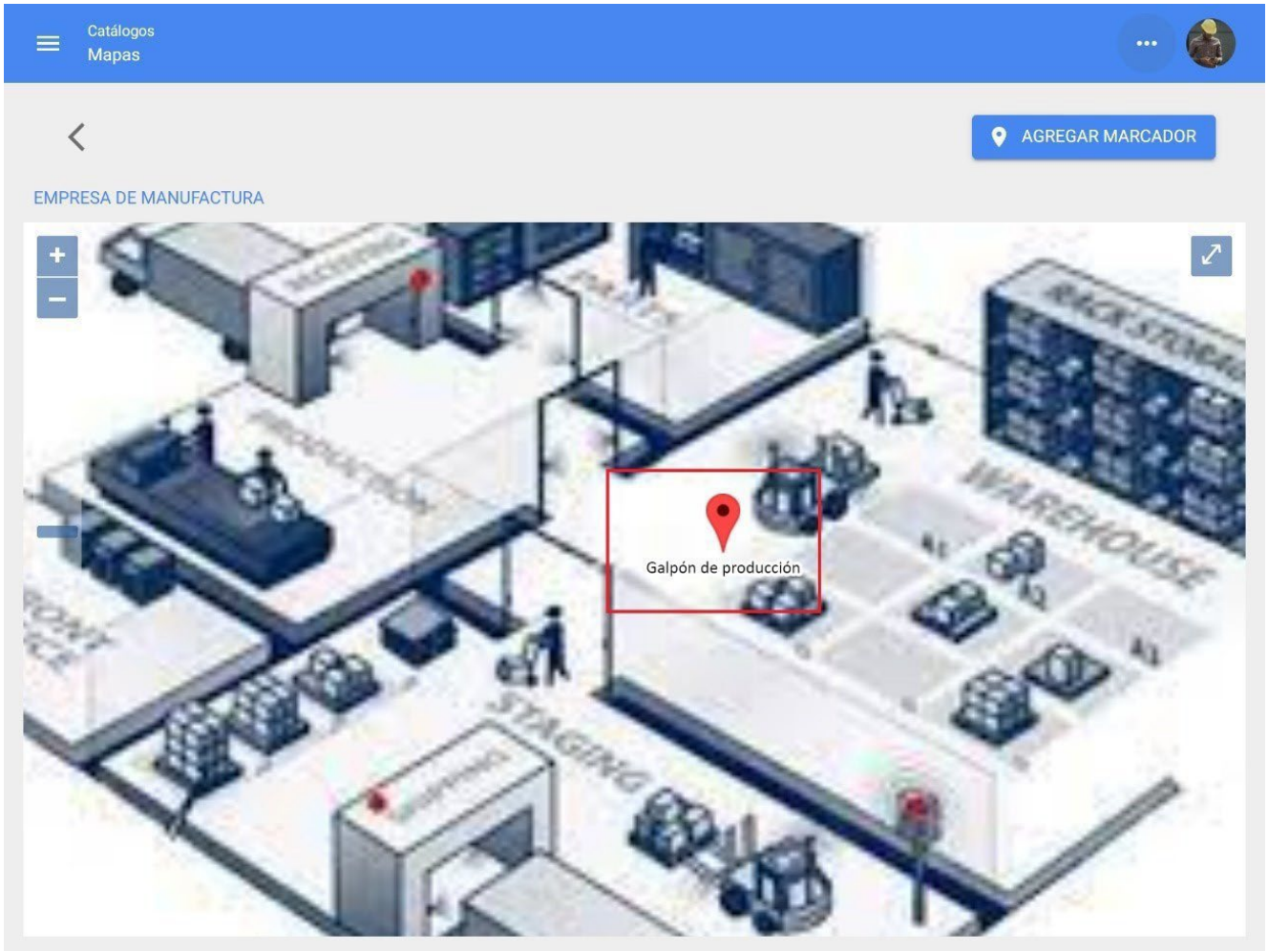
- **Link to another map:** Allows linking the marker to another previously created map.



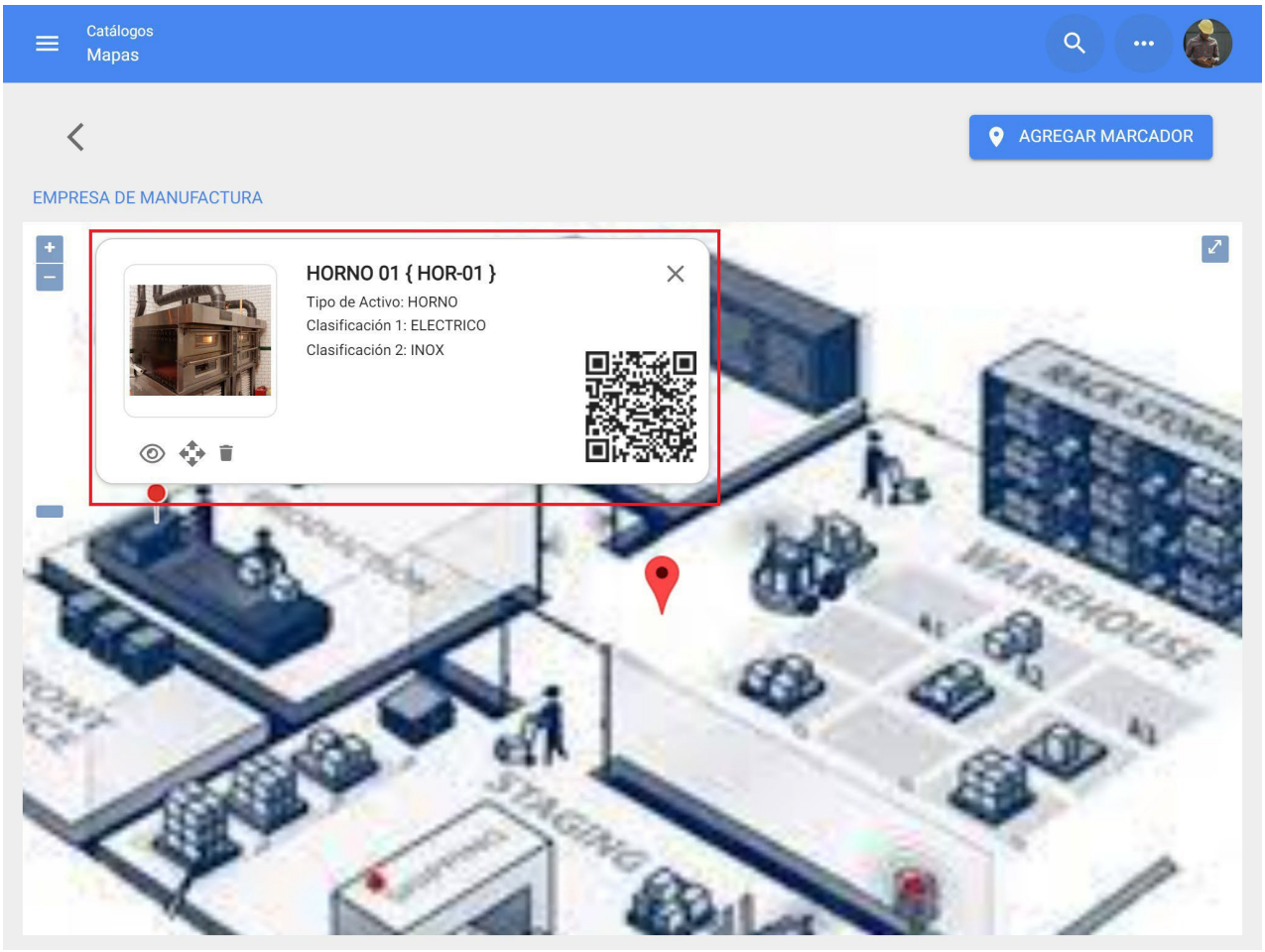
After completing all the required fields to register the bookmark, click on the save option to finish the bookmark creation process.



Finally, when you click on save, a new screen will open in which the cursor will have a (+) indicator to allow you to place the marker in the corresponding place on the map, click on it to fix the marker.



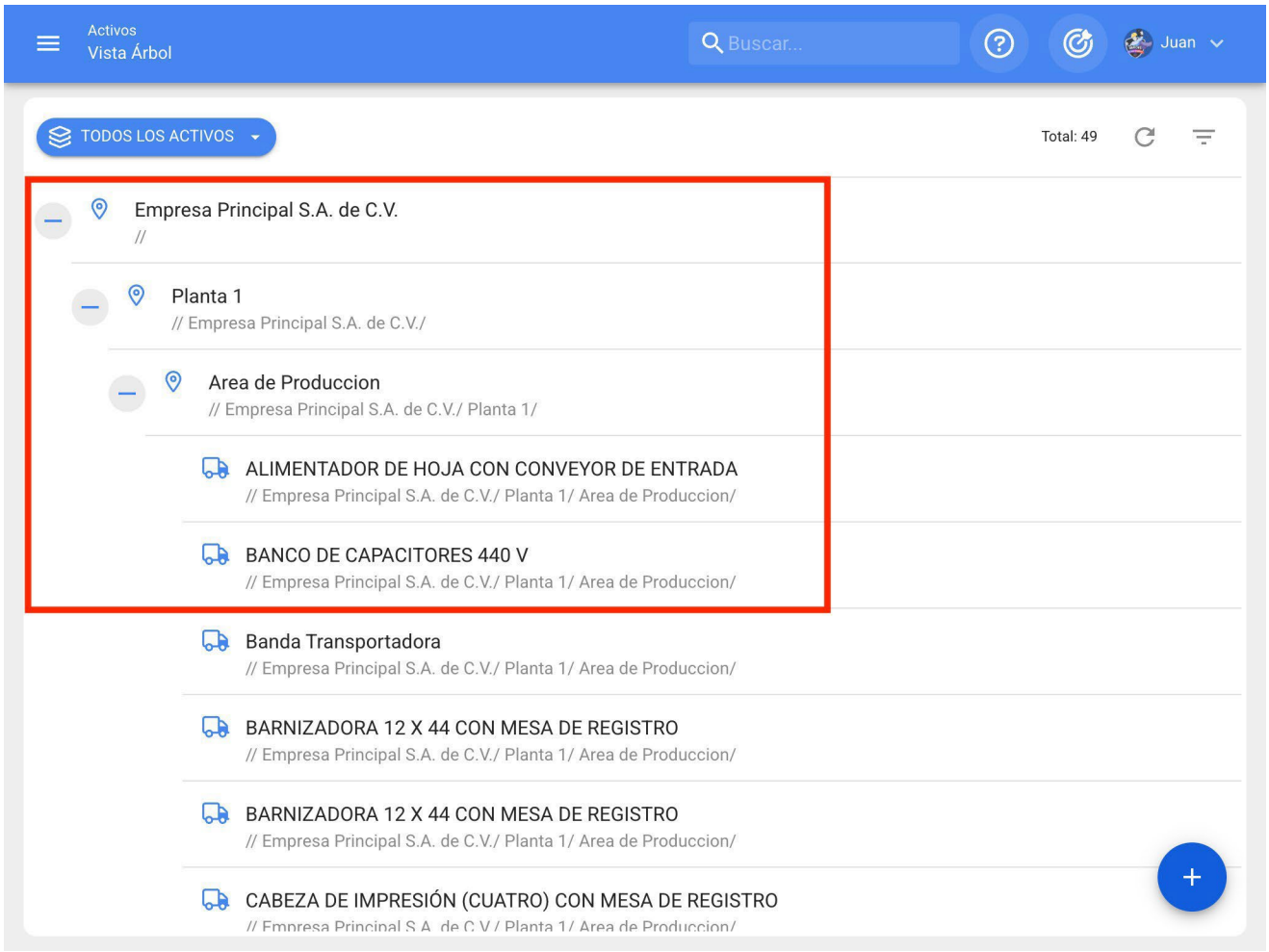
Note: Within a map with markers, the team's file can be accessed quickly.


Catálogos
Mapas
AGREGAR MARCADOR
EMPRESA DE MANUFACTURA
HORNO 01 { HOR-01 }
Tipo de Activo: HORNO
Clasificación 1: ELECTRICO
Clasificación 2: INOX
WAREHOUSE
STAGING

Tree view of all active triggers

help.fracttal.com/en/articles/6014994-tree-of-all-assets **view**

This view allows you to visualize in a structured way all the assets according to their hierarchical level, starting from the highest to the lowest level, depending on how they are constituted within the platform.

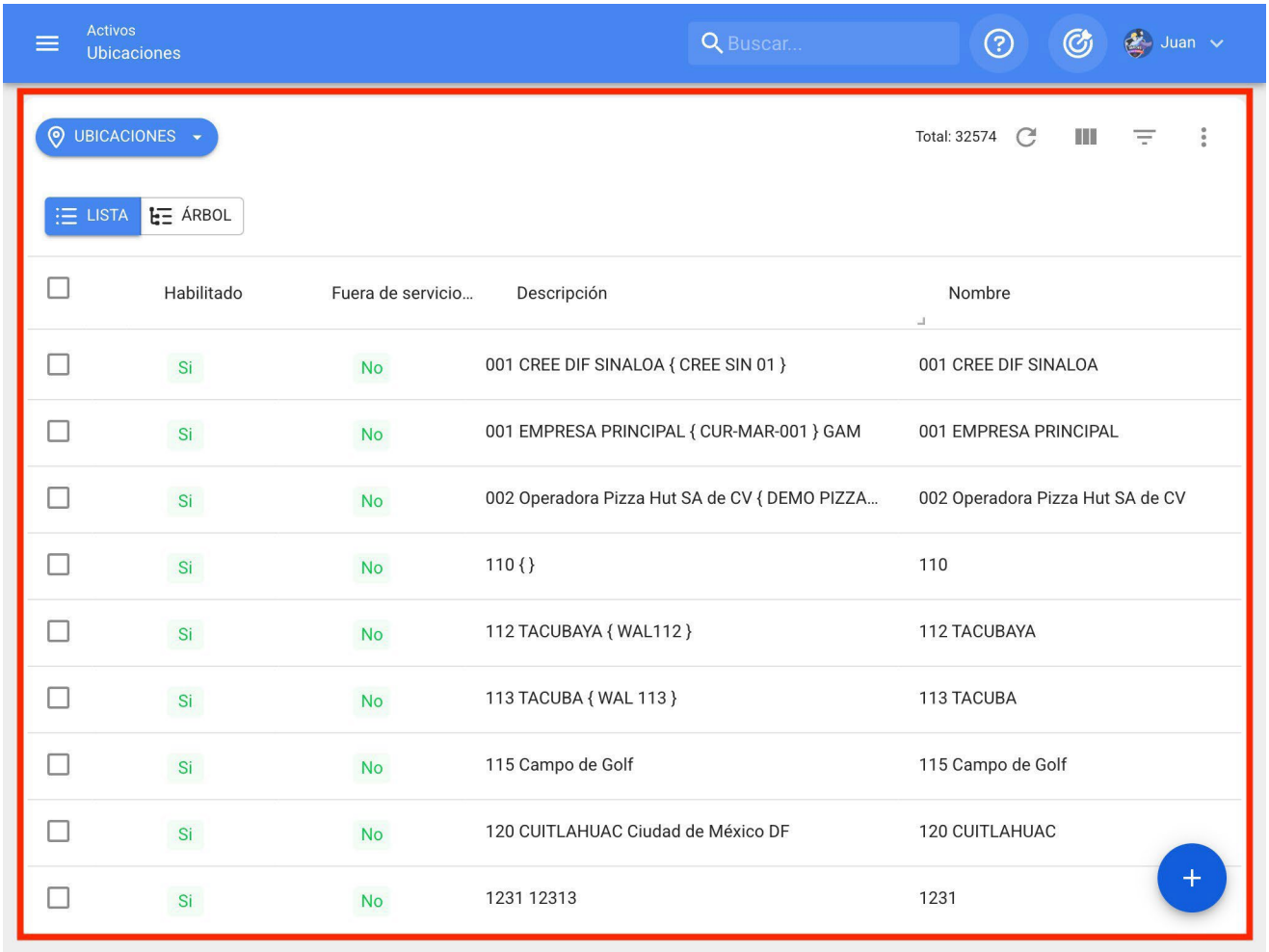


Assets type Locations

In this module you will be able to find in a list view all your location type assets, taking into account that a location is a place, site or location where people or other assets are located.

A location can be a physical site, such as a building or a shed, but can also be used for the delimitation of work spaces, such as production areas, offices, among others.

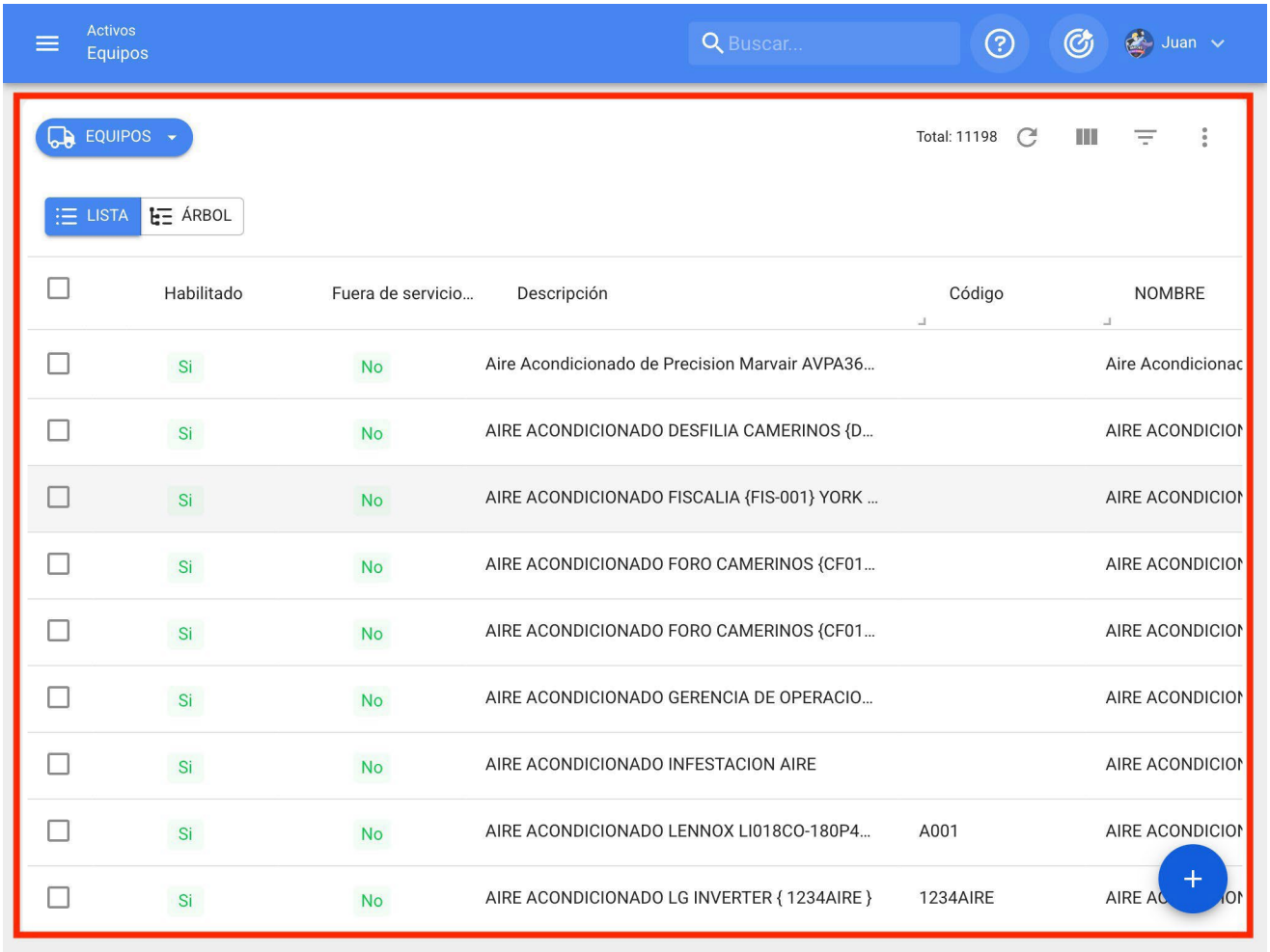
Note: It is important to take into consideration that locations can be used to locate both assets and user accounts, thus applying certain viewing restrictions (user accounts located in a location can only view information contained in hierarchical levels below where they are located).



Assets type Teams

By definition, a piece of equipment can be considered as a set of interconnected elements whose function is to provide a specific service, for example: industrial machines, vehicles, among others.

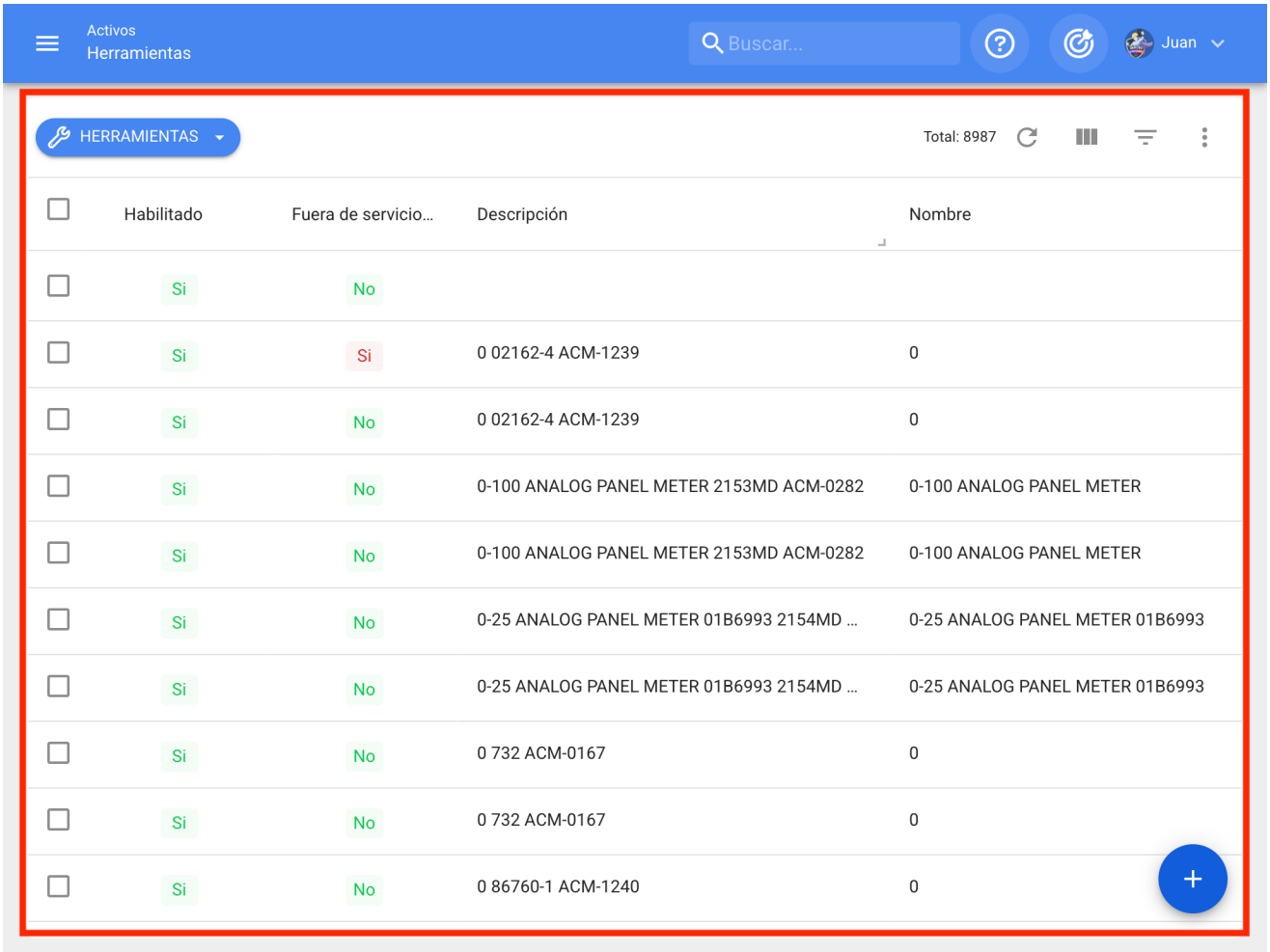
Note: In the platform, a unit can be considered as an individual unit or as a parent unit which is composed of child units (systems, elements or components).



Assets type Tools

Tools can be defined as assets required to complete or facilitate the execution of certain work management tasks. It is important to mention that tools, like spare parts, can be aggregated within a warehouse.

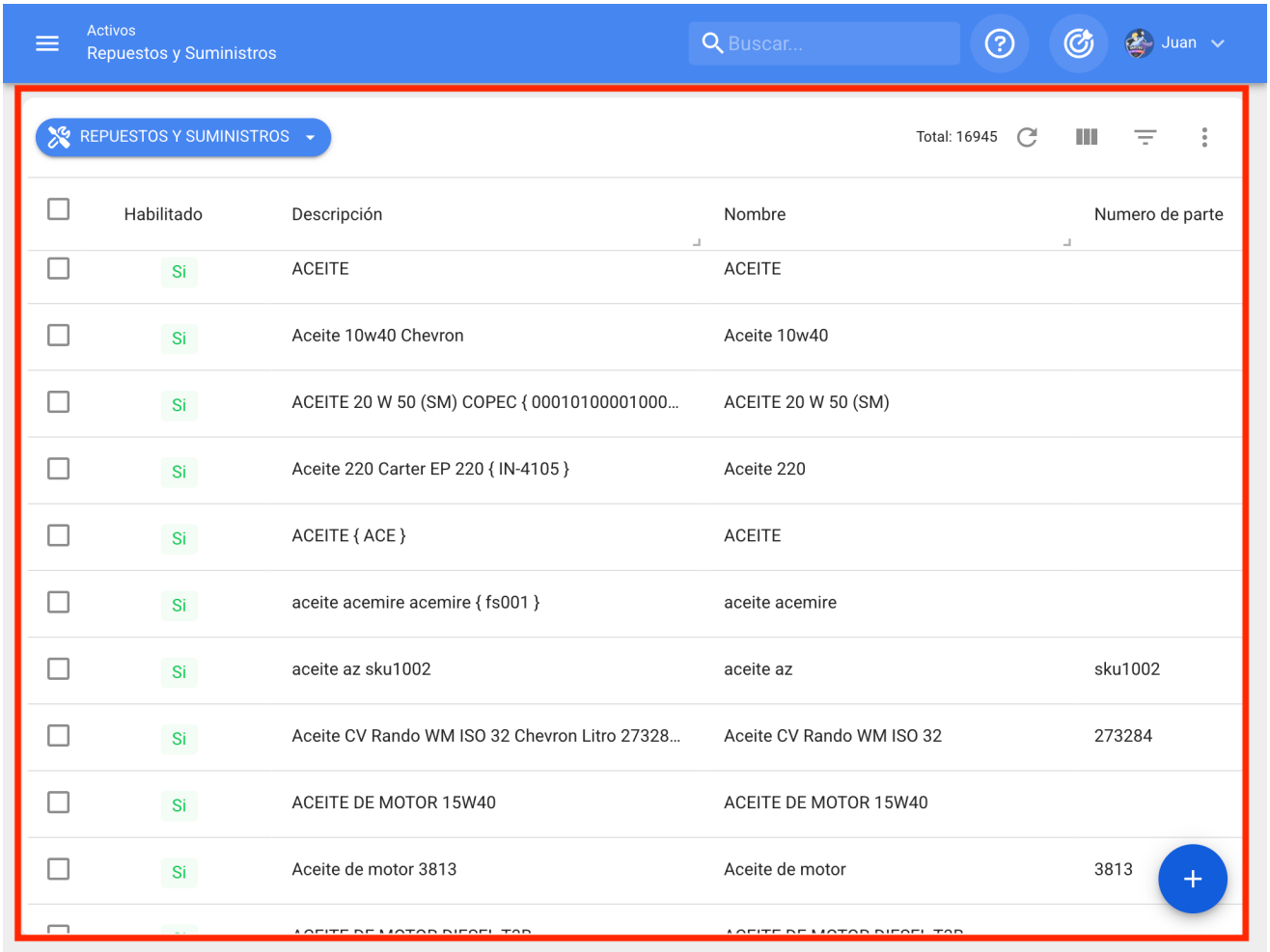
Note: The tools are added in the asset module in a general way, since the quantity and cost management of this type of asset is managed directly in the warehouse module.



Assets type Spare Parts and Supplies

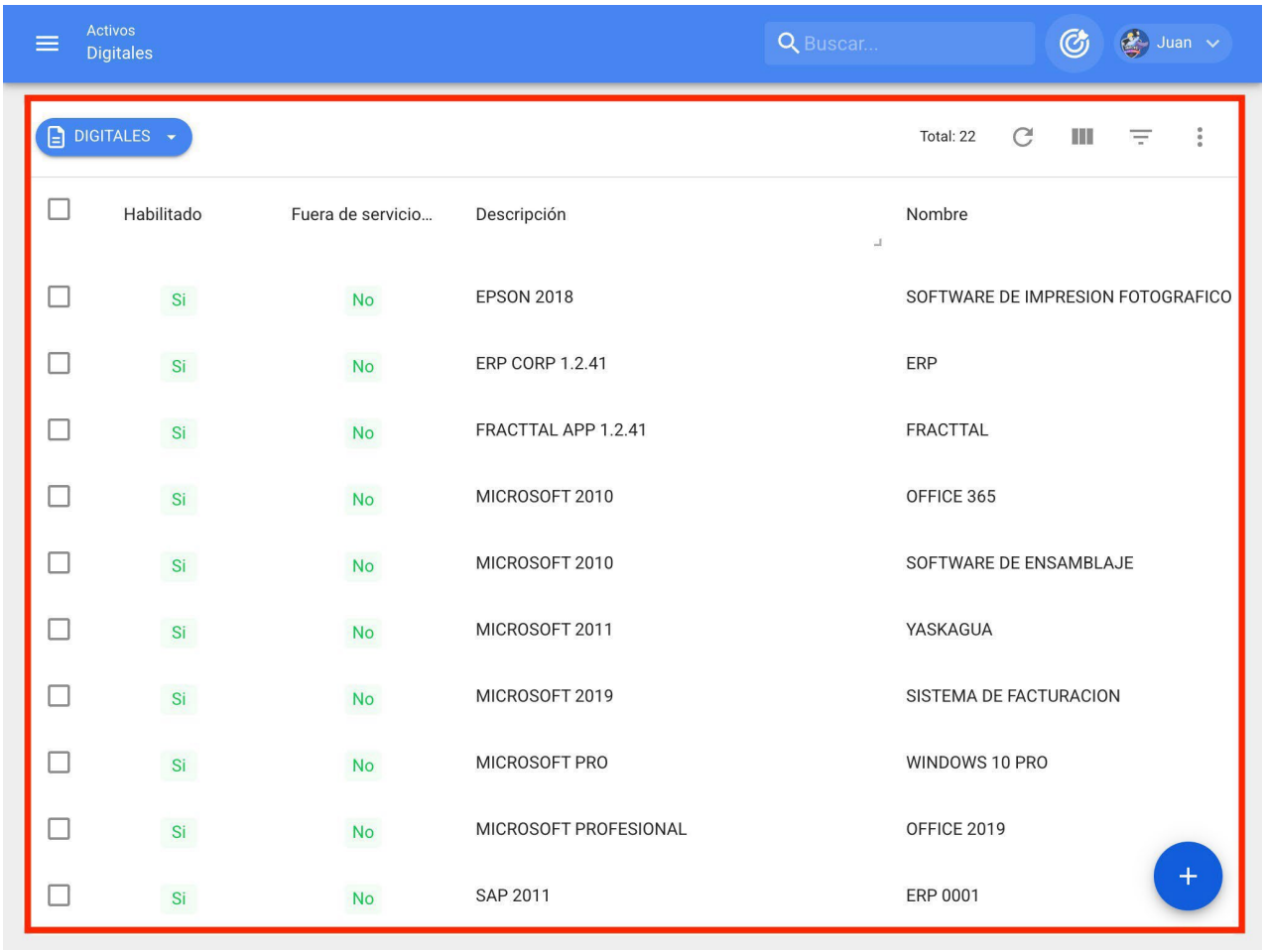
Corresponds to the elements that are intended to be replaced by other similar elements (after reaching their useful life), with the purpose of guaranteeing the functional continuity of the machinery to which such elements belong.

Note: Spare Parts and Supplies are added in the Assets module in a general way, since the quantity and cost management of this type of asset is managed directly in the Warehouse module.



Active Digital types

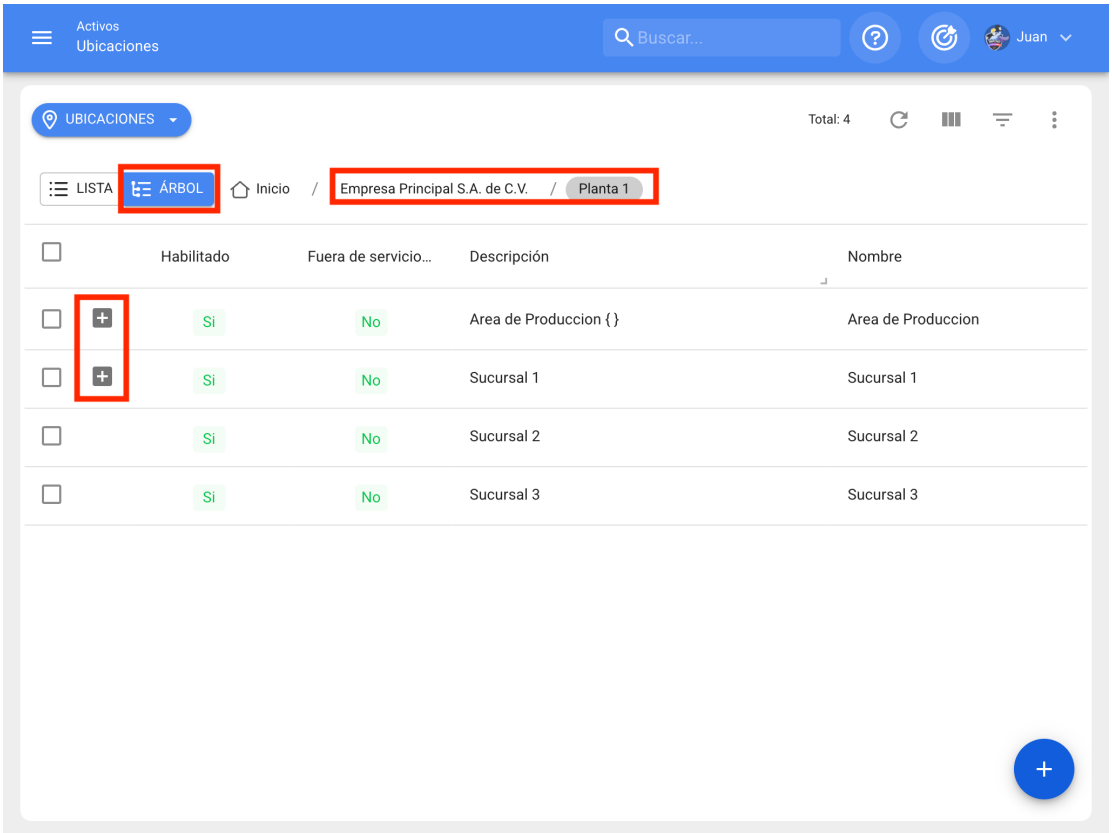
Corresponds to non-tangible assets (such as licenses, patents, among others) that have value for the company and may also be subject to maintenance processes.


Activos
Digitales
Buscar...
Juan
DIGITALES
Total: 22
Habilitado
Fuera de servicio...
Descripción
Nombre
Si
No
EPSON 2018
SOFTWARE DE IMPRESION FOTOGRAFICO
Si
No
ERP CORP 1.2.41
ERP
Si
No
FRACTTAL APP 1.2.41
FRACTTAL
Si
No
MICROSOFT 2010
OFFICE 365
Si
No
MICROSOFT 2010
SOFTWARE DE ENSAMBLAJE
Si
No
MICROSOFT 2011
YASKAGUA
Si
No
MICROSOFT 2019
SISTEMA DE FACTURACION
Si
No
MICROSOFT PRO
WINDOWS 10 PRO
Si
No
MICROSOFT PROFESIONAL
OFFICE 2019
Si
No
SAP 2011
ERP 0001

View Linear tree (crumb of bread)

help.fracttal.com/en/articles/6015001-tree-view-linear-tree-view-of-breadcrumbs

This view allows you to visualize the assets in a hierarchical level, starting from the highest to the lowest level in a linear way and according to how they are established within the platform.



Note: This view only allows us to visualize the type of asset according to the module we are in. That is to say, if we are in locations, we will only be able to visualize the assets of this type.

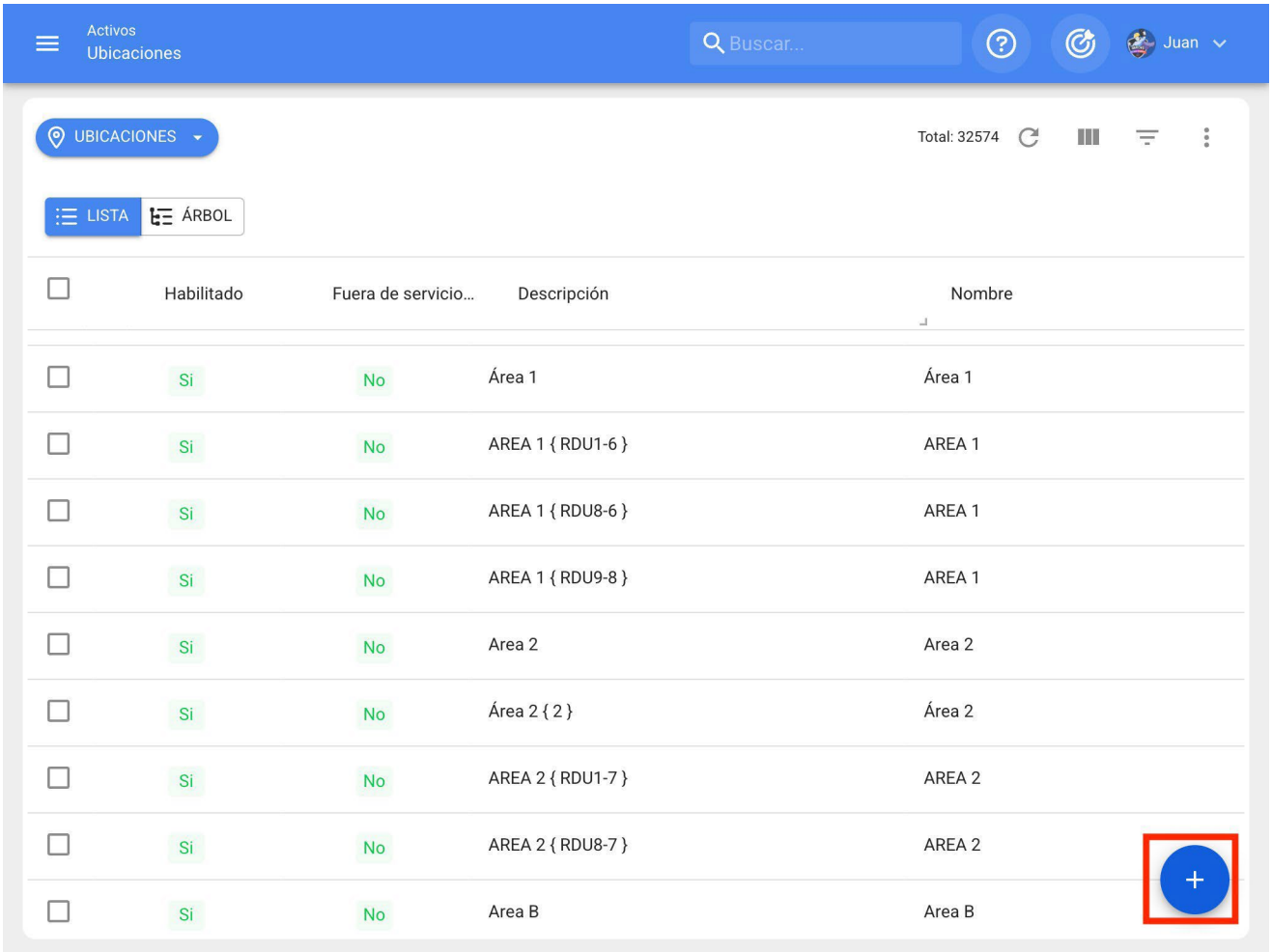
How to create an asset in Fracttal One?

help.fracttal.com/en/articles/6015003-how-to-create-a-trigger-in-fracttal-one

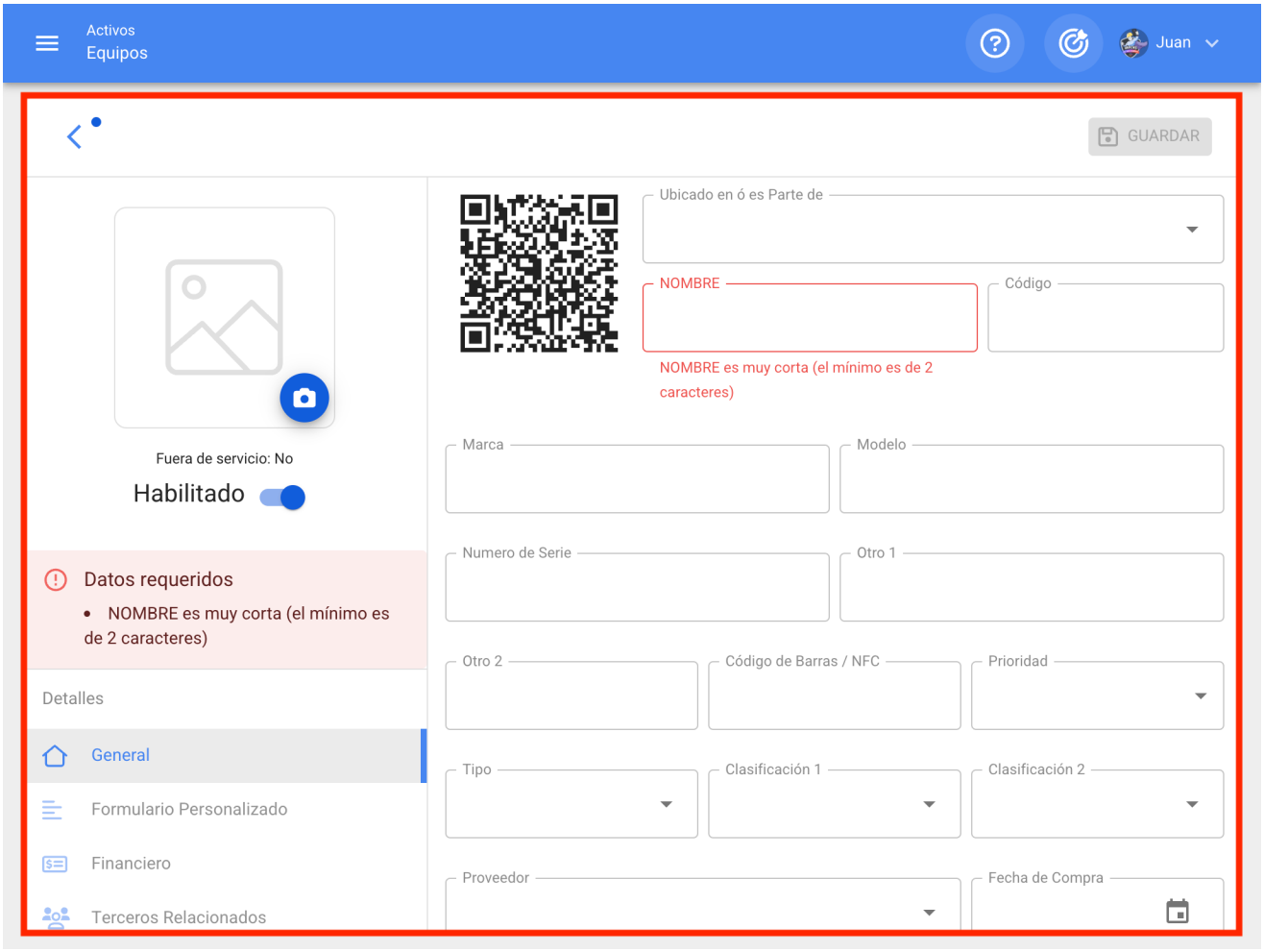
In Fracttal One there are two options for creating assets, the first is manually and the second is massively through import spreadsheets.

Option 1: Manually add assets

To add an asset just enter the module corresponding to the asset you want to add (Locations, Equipment, Tools, Spare Parts and Supplies, Digital), then click on the add option located at the bottom right of the window.



When clicked, a new window will be enabled to fill in all the fields attributed to the assets. These attributes may vary depending on the type of asset being referred to.



The following is a brief explanation of each of the attributes found in the asset window.

General: Tab where all the general information associated with the asset can be found**.**

1. **Equipment name:** Name by which the asset is identified.
2. **Model:** Model of the asset to which reference is made.
3. **Serial number:** Serial number associated with the asset (usually the one established by the equipment manufacturer is used).
4. **Code:** Unique identification code assigned to the asset within the system.
5. **Barcode:** Barcode belonging to the asset.
6. **Priority:** List where the assets are listed according to their priority.
7. **Type:** Catalog with the different types of assets.

8. **Classification 1 and 2:** Correspond to free fields left by the platform for users to complete as required.

9. **Supplier:** Supplier associated to the asset. }

10. **Date of purchase:** Date on which the asset was purchased.

11. **Located in or is part of:** Corresponds to the location where said asset is located within the system, taking into consideration the hierarchy that this represents for the visualization of said asset with respect to other users.

12. **Hours of average daily use:** Corresponds to the total average number of hours worked by the asset (by default the system sets 24 hours of daily use). This value is of utmost importance for the calculation of the indicators in the system.

13. **Visible to all:** Option that allows setting the asset visibility for all users, regardless of their hierarchical level of account location in the system.

14. **Work Management Plan:** Reference to the planned maintenance to which the asset is linked.

15. **Notes:** Text fields where a note associated to the asset can be added.

16. **Photo:** Photograph of the asset in question.

17. **QR Code:** Code automatically generated by the system once the asset is created.

    Custom Fields: Groups corresponding to a series of fields or labels that can be customized as required by the management of each company. Ideally, you can place asset information that cannot be added in the general tab, such as technical specifications of the equipment.

- **Related Third Parties:** List where the third parties associated to the asset can be added in a referential way.

- **Financial:** Corresponds to the straight-line depreciation of the asset, which is calculated based on the start date, annual depreciation percentage, purchase, replacement and salvage costs.

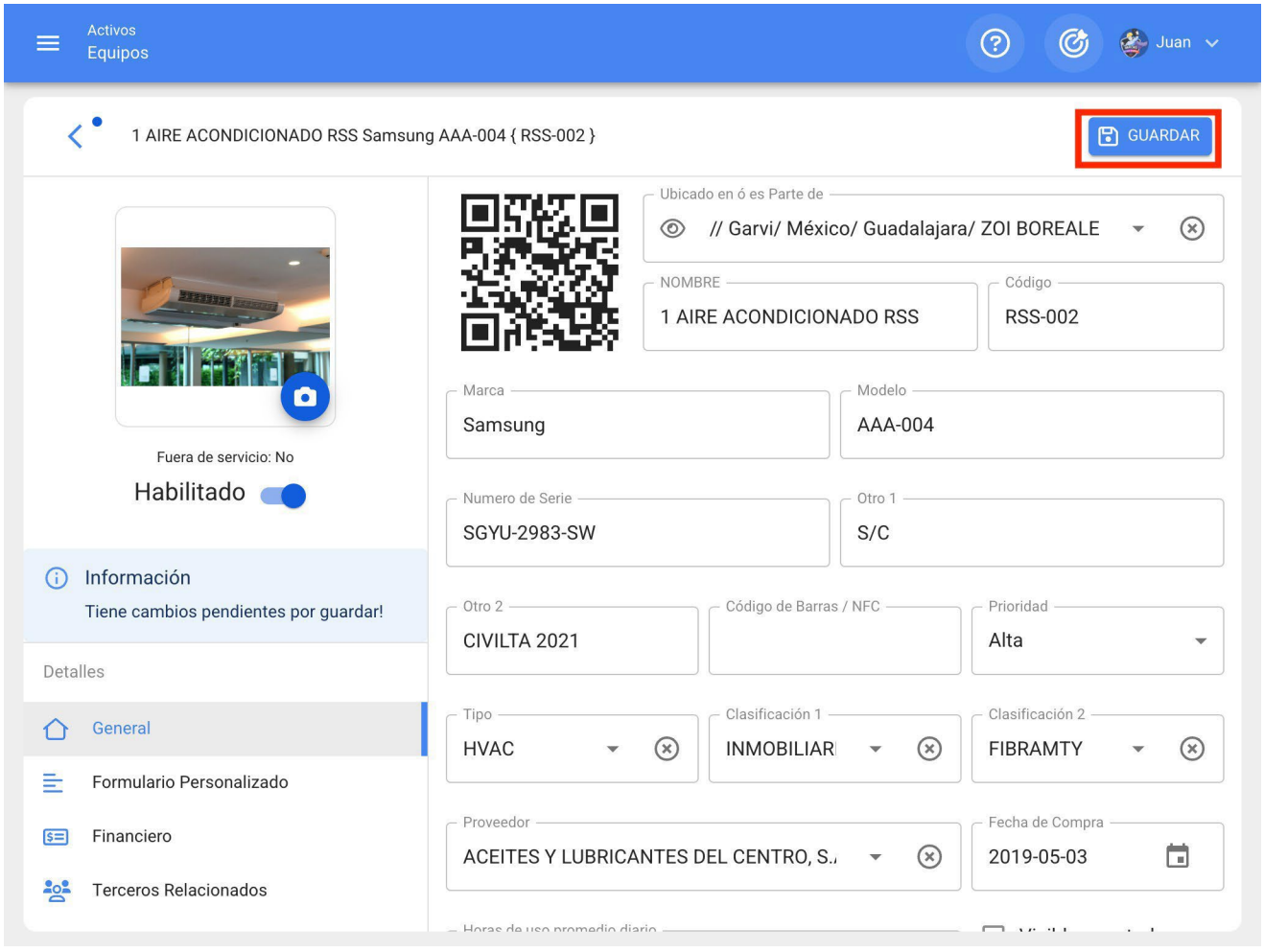
- **Spare Parts and Supplies:** List where the Spare Parts and Supplies used in the asset can be added in a referential way.

- **History:** Tab where you can view the history of work management, resources and availability associated with the asset.

- **Attachments:** Tab where the different attachments associated with the asset can be added.
- **Documentary Management:** Tab where you can add the different documents or guarantees subject to expiration that are associated to the asset.
- **Enabled:** Option to enable or disable an asset at will so that it no longer appears in maintenance activities.
- **Out of Service:** State in which an asset is stopped due to a functional failure (this option comes directly from the failure of the asset).

Note: The information shown above is referential for equipment type assets. Certain attributes may vary depending on the type of asset to which information is being added.

Finally, after completing all the required fields to register the asset, click on the save option to finish the asset creation process.



Option 2: Massive addition of assets

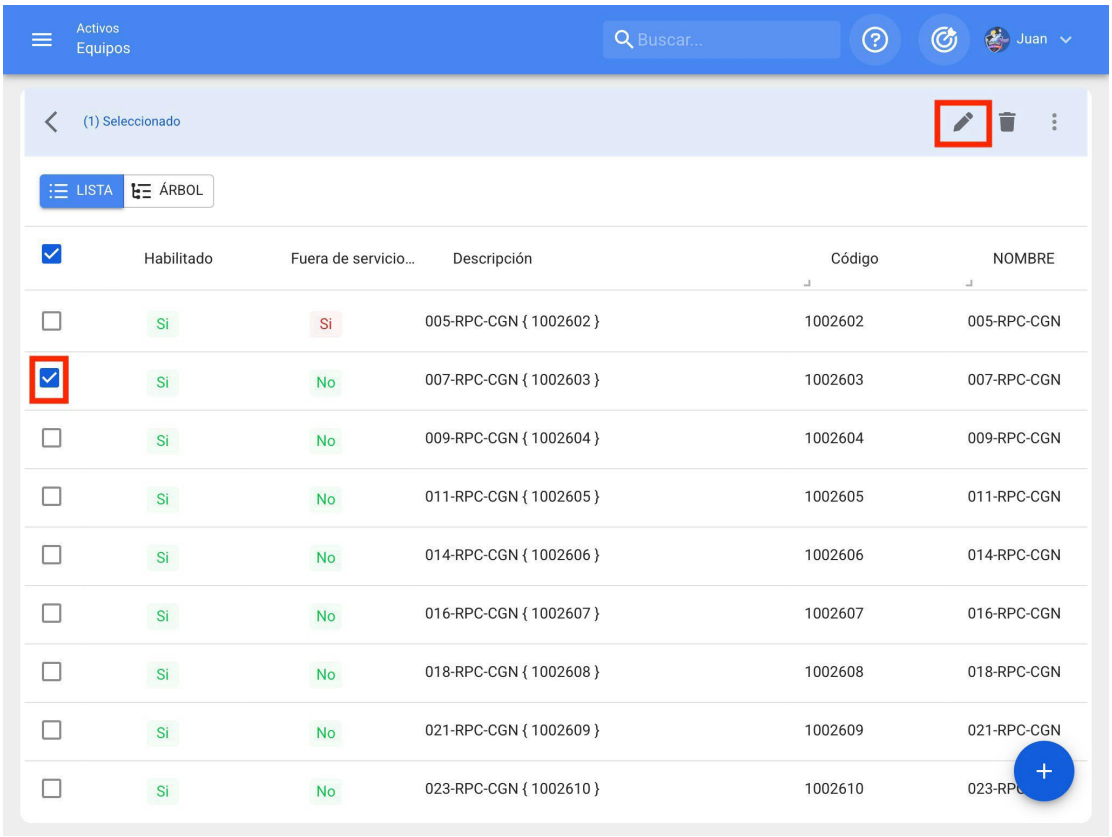
Go to:

Bulk loading of Assets

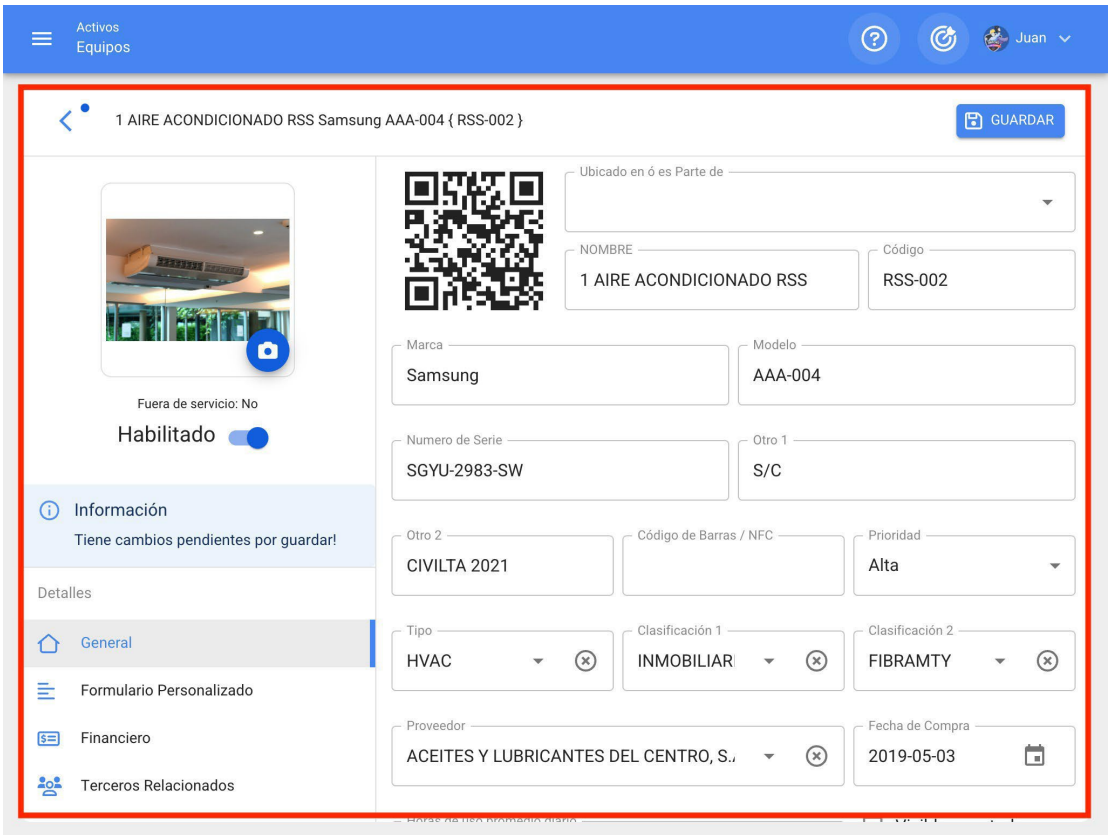
How to edit an asset : Fracttal One

help.fracttal.com/articles/6015014-as-edit-a-trigger

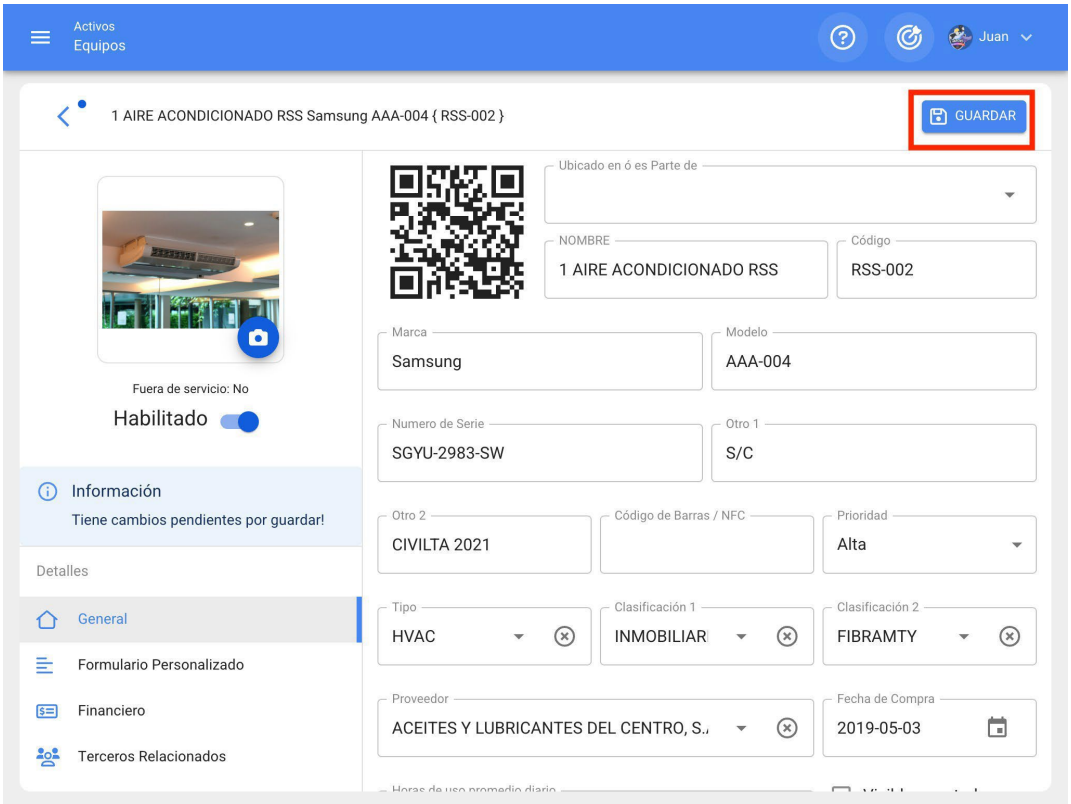
To edit an asset that has already been created, simply select the asset in question to enable the editing bar.



Clicking on the edit option will open the asset information to be edited accordingly.



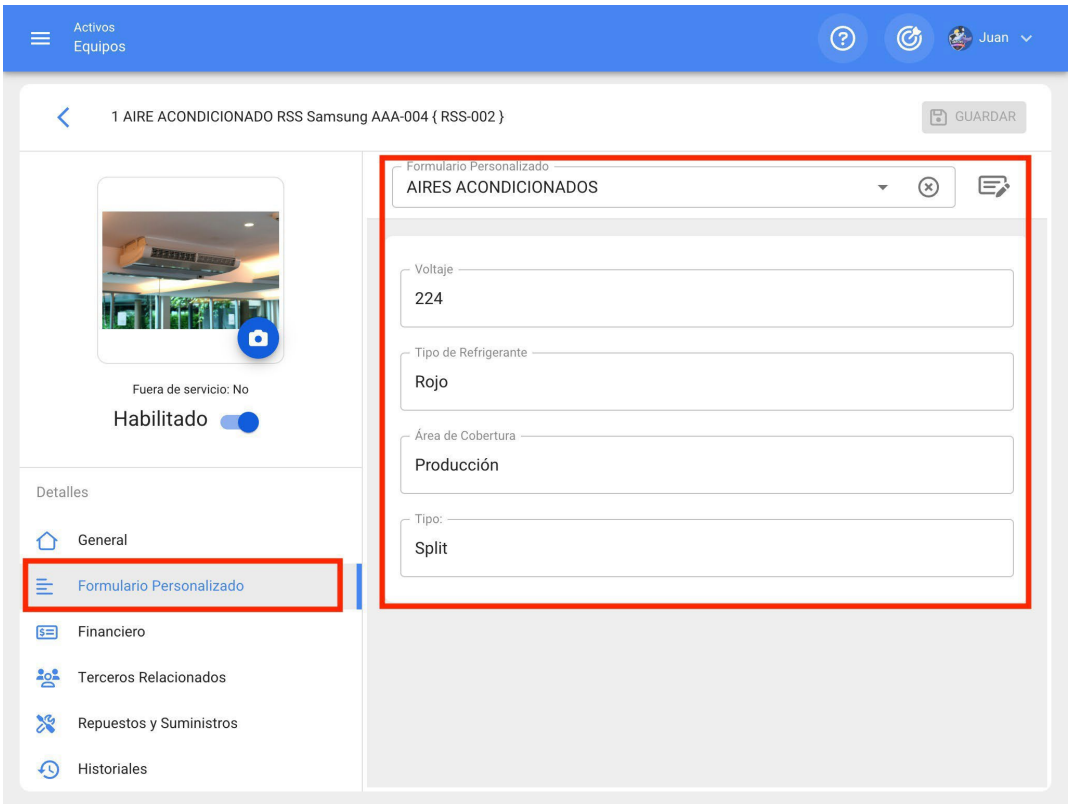
Finally, after editing the desired fields, click on the save option to finish editing.



What are customized forms?

help.fracttal.com/en/articles/6015018-what-are-customized-forms

Forms or custom fields are groups in which assets can be categorized, but having in common a set of fields or labels that can be created and customized as required.



Health status of active

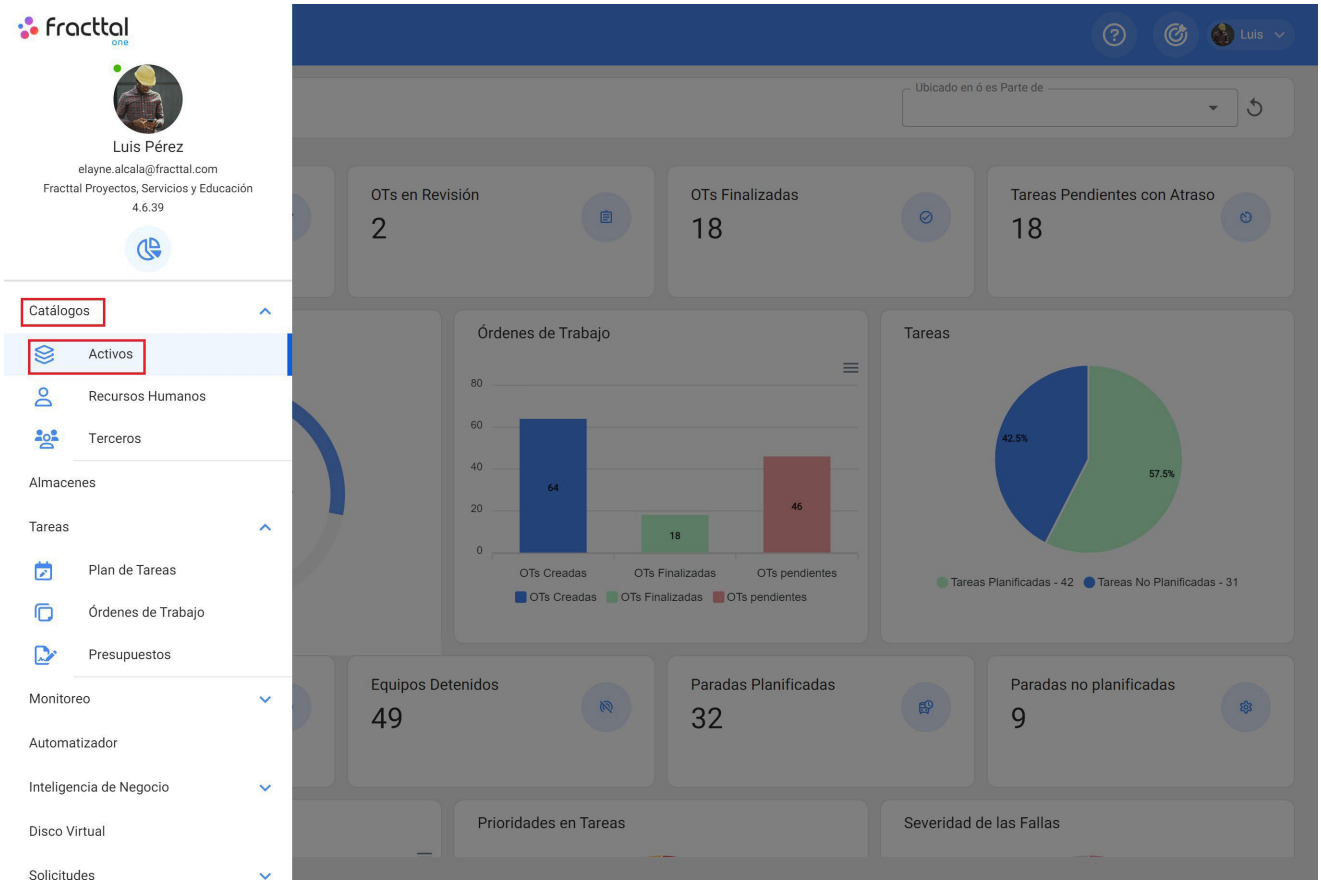
help.fracttal.com/en/articles/6390033-health-status-of-active-assets

With the new asset health status functionality you will be able to obtain a more direct visualization of the compliance with the work management plan of your assets (locations and equipment), allowing you to observe through a time series graph how the compliance with the plan that was developed for them has been.

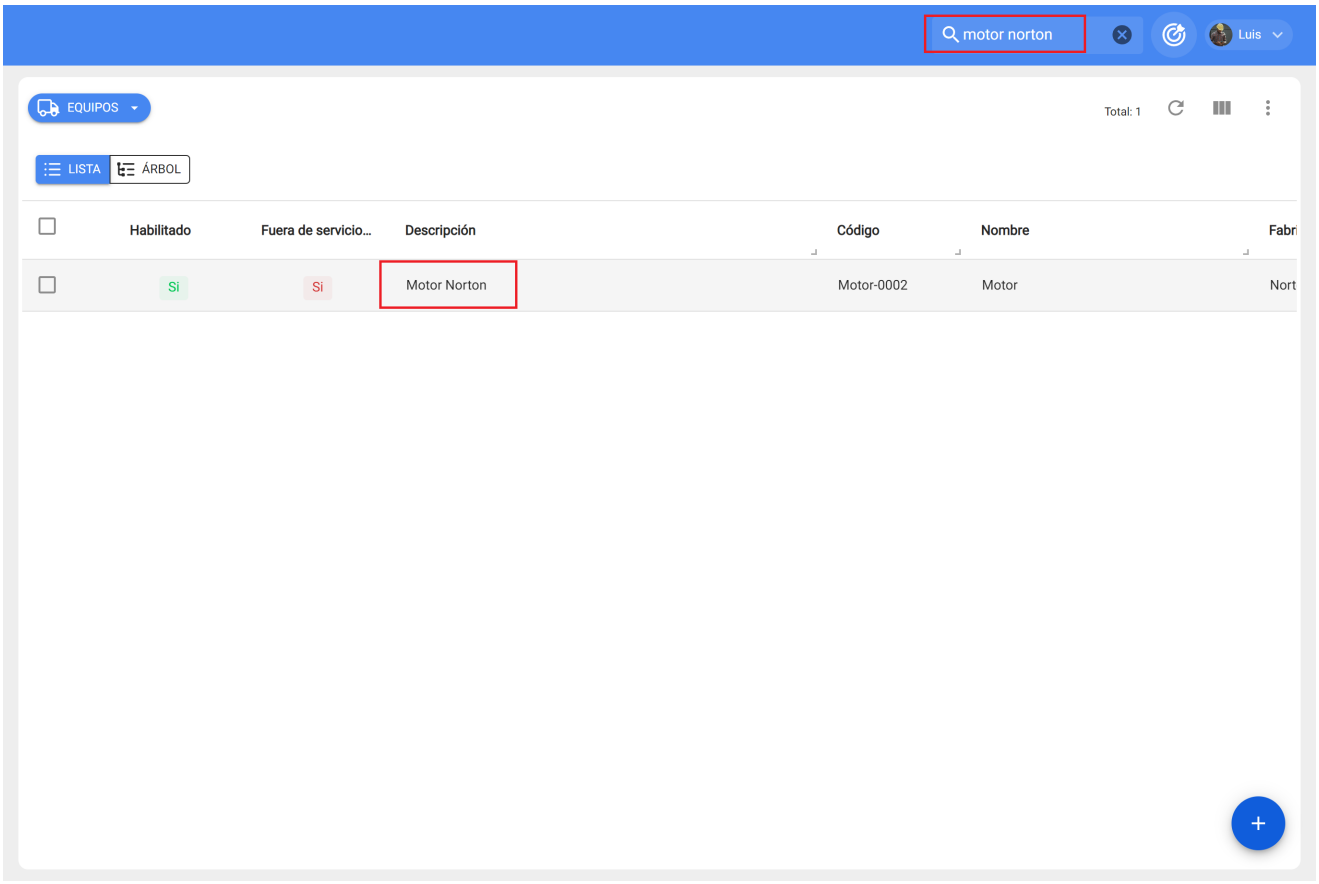
With this, you will have a better understanding of the availability of the assets, if the execution of the work management has been fulfilled according to the dates stipulated in the plan and where the turning points have occurred, so you can make decisions that go in favor of the continuous improvement of preventive maintenance activities.

Process for monitoring health status

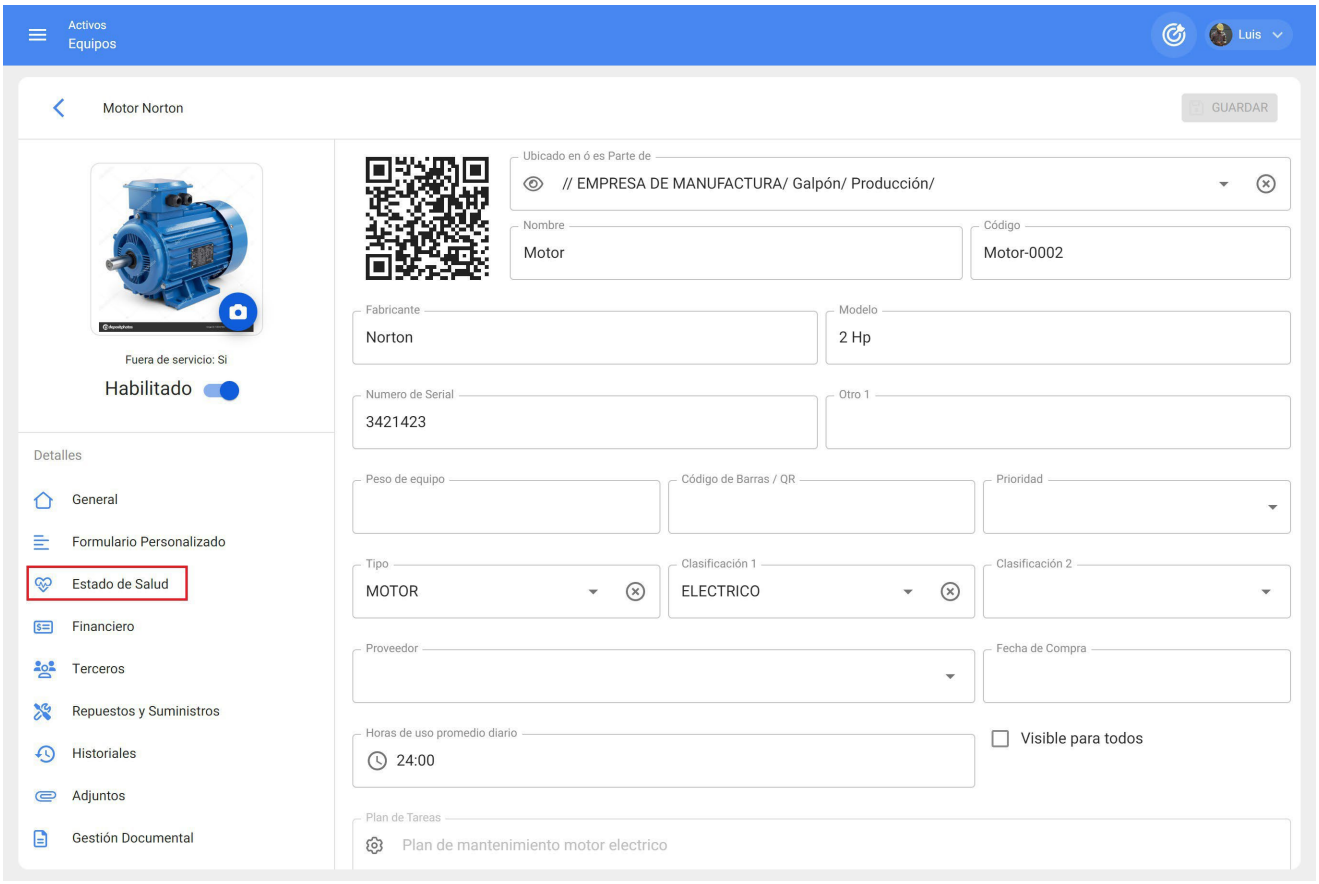
1. Open the Catalogs > Assets module.



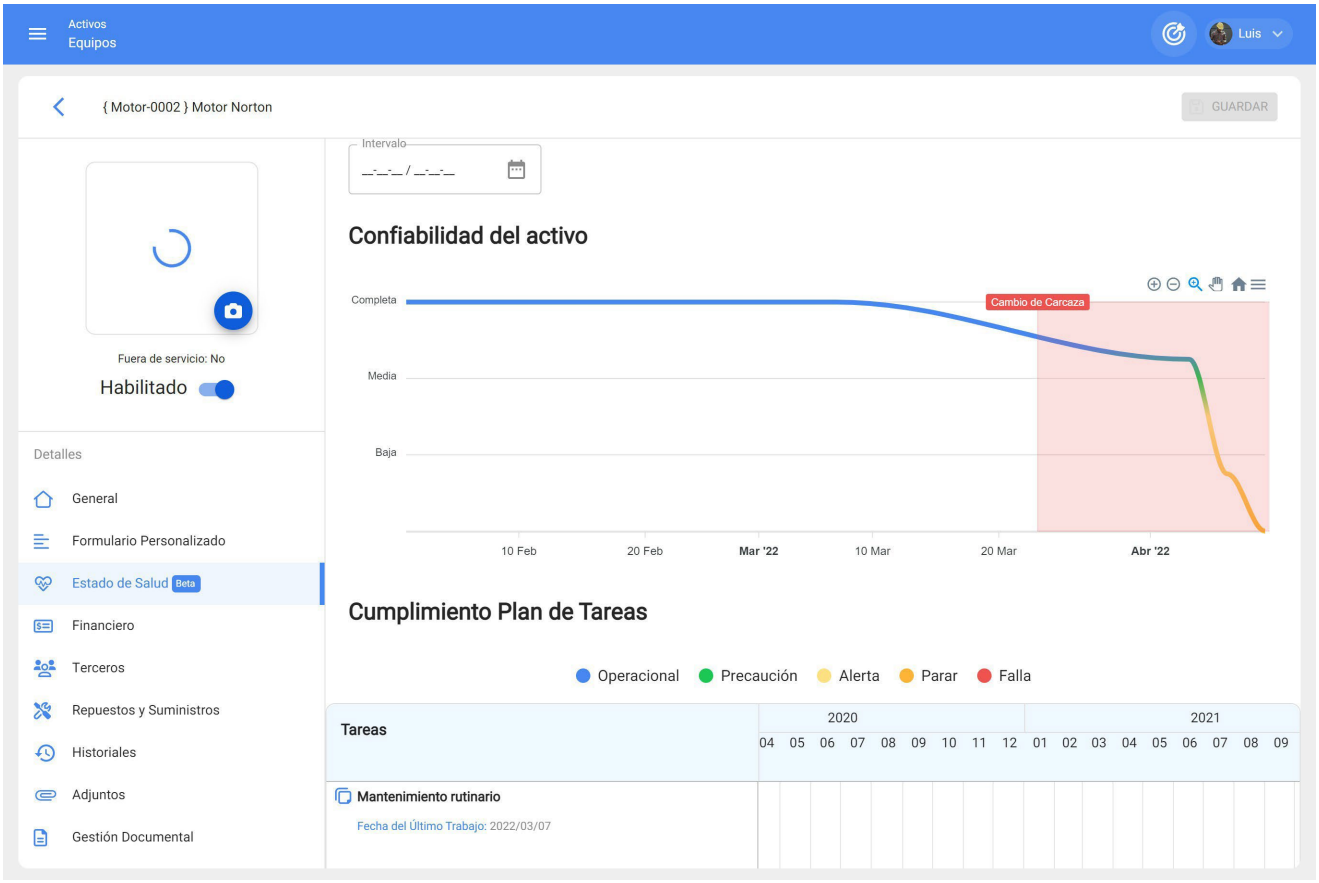
2. Search for asset (Location or Equipment)



3. Enter the asset's resume and select the Health Status sub-module from the details menu.



There you will see 2 time series graphs known as: 'Asset Reliability' and 'Work Management Compliance':



Reliability of the asset: graph of the performance of the tasks, in general of the work management, to which the asset is linked.

Compliance with the Work Management Plan: it shows the details of each of the work management tasks that could have affected this reliability, as shown in the previous image, there are 4 types of statuses differentiated by color, which are explained below:

- Operational (Blue): It is when the work management is executed respecting the calculated dates with a tolerance of 10% according to the periodicity of each task.

- Caution (Green): This is when the 10% tolerance of the Operational status is exceeded and also has a tolerance of 10% according to the periodicity of each task.

- Alert (Yellow): This is when 10% of the Caution state tolerance is exceeded and also has a tolerance of 10% depending on the periodicity of each task.

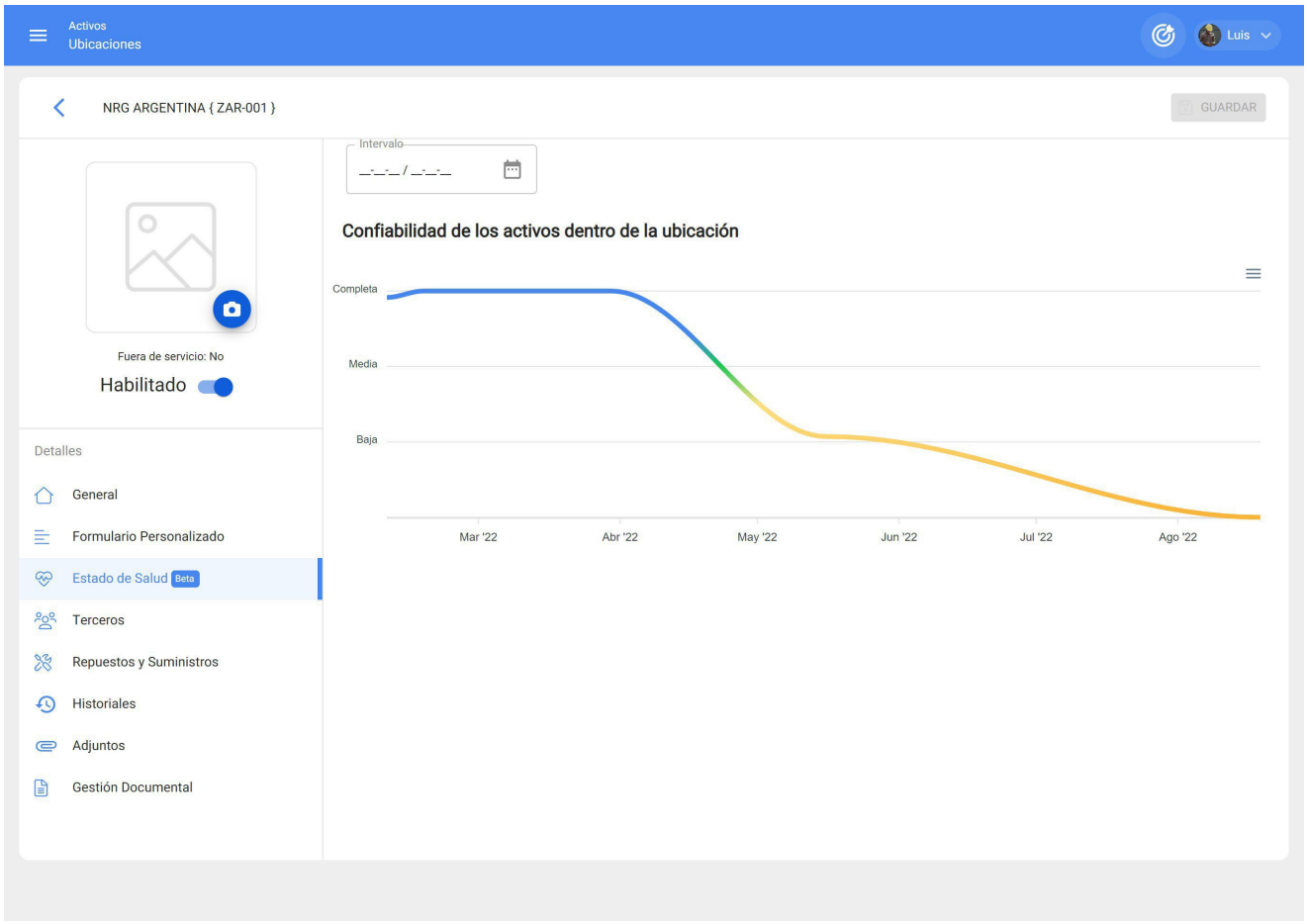
- Stop (Orange): This is when 10% of the Alert state tolerance is exceeded and will be maintained until the task is completed.

- Fault (red): This is when the equipment goes into fault, and will remain until the task associated with the fault is completed.

Example: If there is a task with a trigger every month and its calculated date is 01/01/2000, for this task it will have the operational status while its fulfillment is before 03/01/2000, if this date is exceeded the status will be Caution, if it is not finished until 06/01/2000, then it will pass to the Alert status where if it is not finished in this case until 09/01/2000 then it will pass to the last status which is Stop and it will maintain this status until the date it is finished.

Note: The following should be considered when viewing the health status for location type assets:

1) Two analyses will be available; one that corresponds to the general report of all the assets that have this location as children and the graphs of the location itself.



2) In order to view the work management compliance graph, select a point on the graph with the cursor, so that you can see the detail at the selected time.

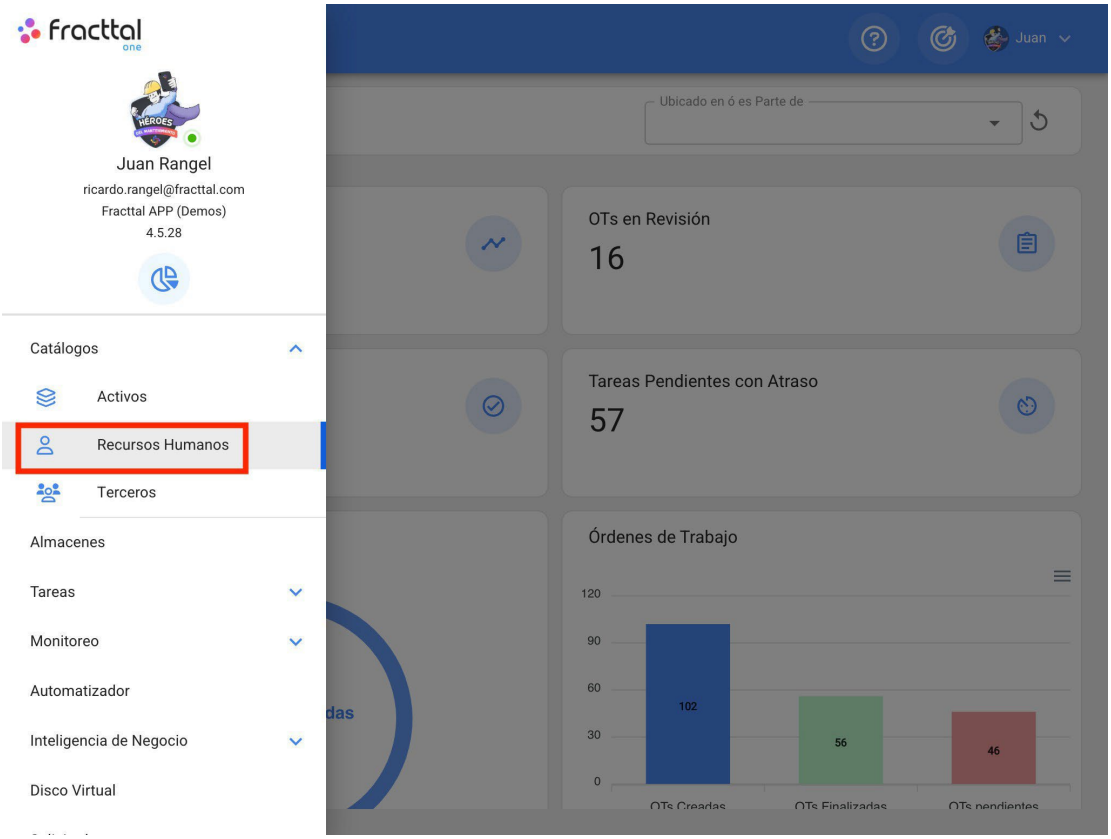
To keep in mind:

For this first iteration, a balanced percentage of 10% tolerance has been defined for the periodicity of the work management.

It is expected for the second iteration of the functionality that the user will be able to set the percentage according to the criticality of compliance with its work management plan.

Inhouse personnel and how to enter module?

help.fracttal.com/en/articles/6015025-inhouse personnel-and-how-to-enter-module

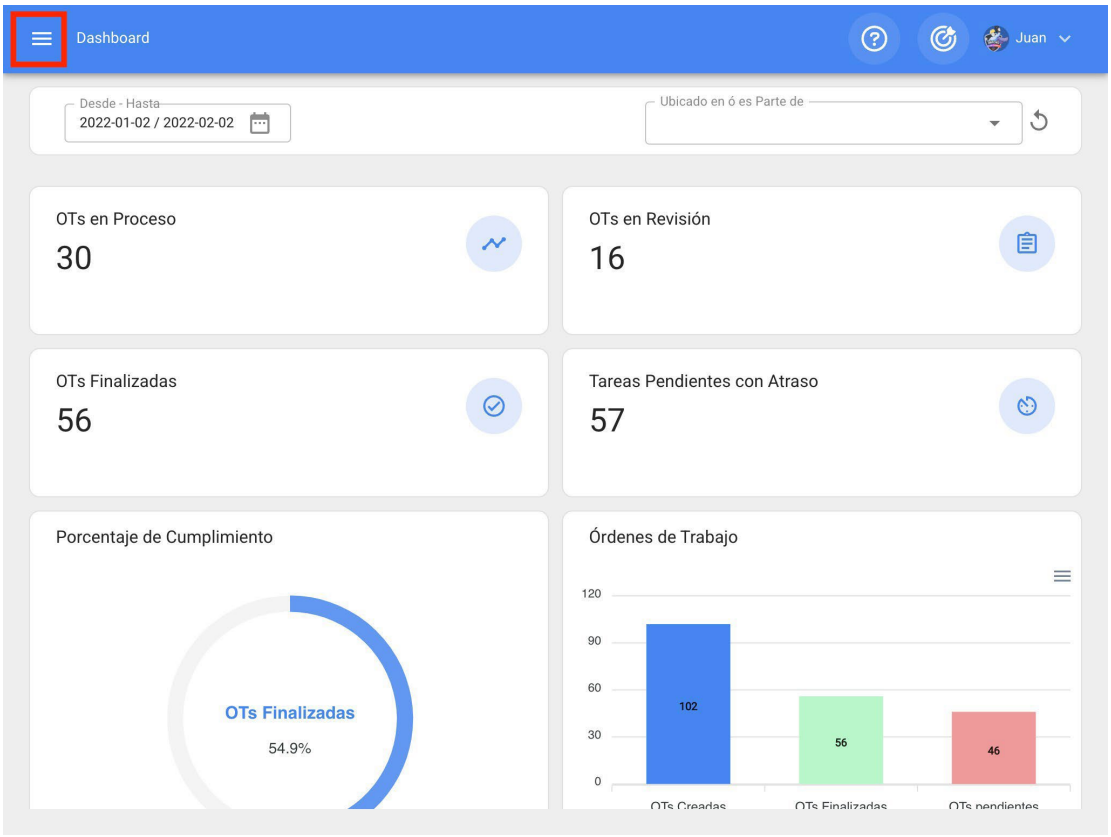


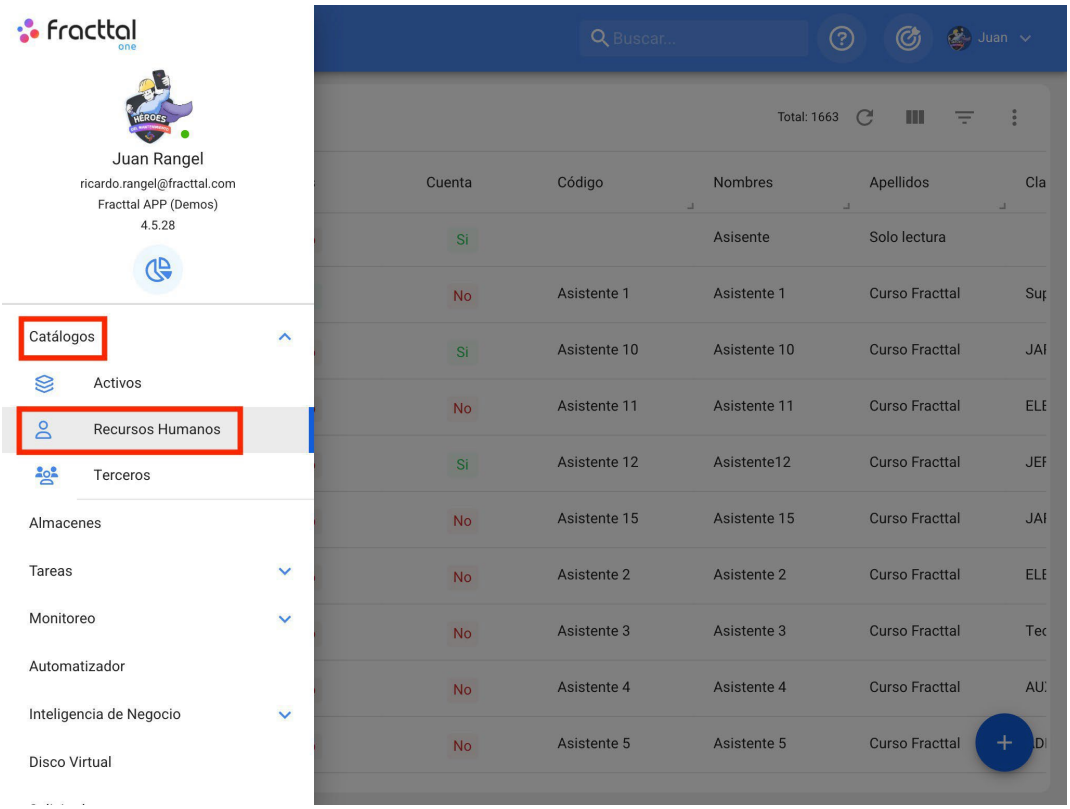
In this module you will be able to have a control and record of the company's personnel in terms of information and delivery of assignments (tools), regardless of the number of inhouse personnel you wish to add to the system, since there is no limit to the number of records.

Note: It is important to mention that all access accounts to the platform (user, request or reading accounts) must first be registered in the inhouse personnel or third party modules, as appropriate.

How to enter the inhouse personnel module?

To enter the inhouse personnel module, click on the menu button located at the top left of the main header bar of the platform and drop down the catalog menu, and finally click on "Inhouse personnel".


Dashboard
Juan
Desde - Hasta
2022-01-02 / 2022-02-02
Ubicado en ó es Parte de
OTs en Proceso
30
OTs en Revisión
16
OTs Finalizadas
56
Tareas Pendientes con Atraso
57
Porcentaje de Cumplimiento
OTs Finalizadas
54.9%
Órdenes de Trabajo
120
90
60
30
0
102
56
46
OTs Creadas
OTs Finalizadas
OTs pendientes


fracttal
one
Juan Rangel
ricardo.rangel@fracttal.com
Fracttal APP (Demos)
4.5.28
Catálogos
Activos
Recursos Humanos
Terceros
Almacenes
Tareas
Monitoreo
Automatizador
Inteligencia de Negocio
Disco Virtual
Buscar...
Juan
Total: 1663
Cuenta
Código
Nombres
Apellidos
Cla
Si
Asisente
Solo lectura
No
Asistente 1
Asistente 1
Curso Fracttal
Si
Asistente 10
Asistente 10
Curso Fracttal
No
Asistente 11
Asistente 11
Curso Fracttal
Si
Asistente 12
Asistente12
Curso Fracttal
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Asistente 15
Asistente 15
Curso Fracttal
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Asistente 2
Asistente 2
Curso Fracttal
No
Asistente 3
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Curso Fracttal
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Curso Fracttal
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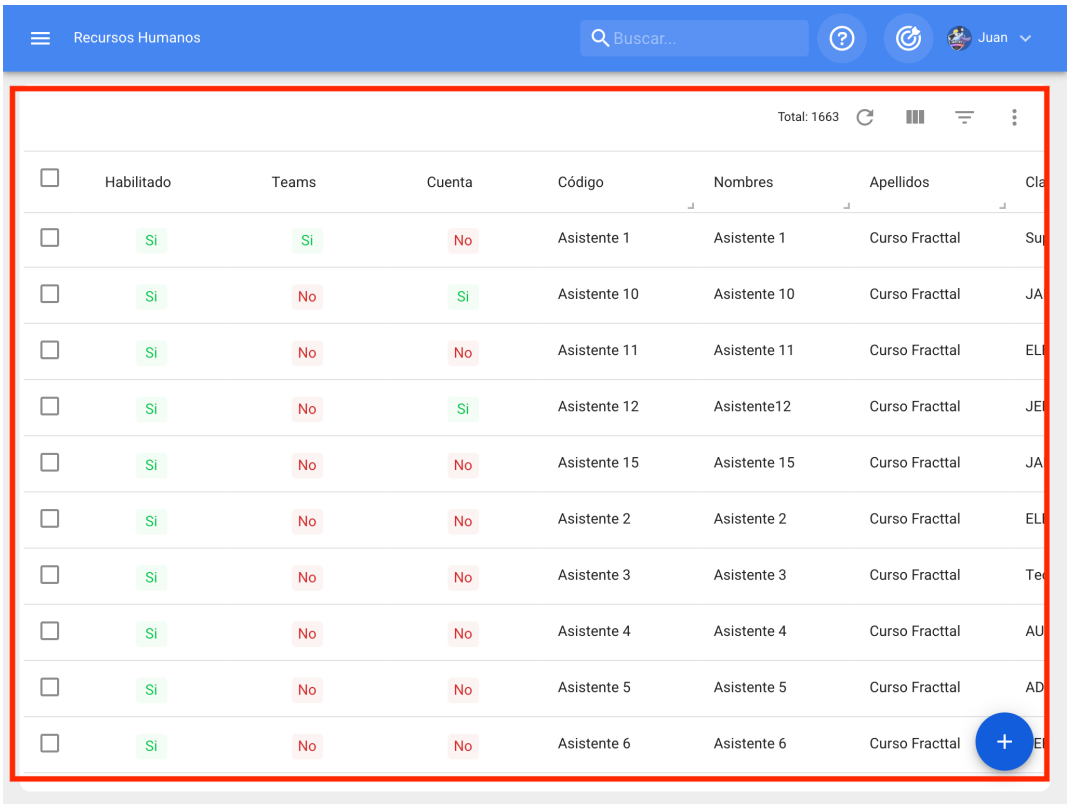
Asistente 5
Asistente 5
Curso Fracttal


Recursos Humanos
Buscar...
Juan
Total: 1663
Habilitado
Teams
Cuenta
Código
Nombres
Apellidos
Si Si No Asistente 1 Asistente 1 Curso Fracttal
Si No Si Asistente 10 Asistente 10 Curso Fracttal
Si No No Asistente 11 Asistente 11 Curso Fracttal
Si No Si Asistente 12 Asistente12 Curso Fracttal
Si No No Asistente 15 Asistente 15 Curso Fracttal
Si No No Asistente 2 Asistente 2 Curso Fracttal
Si No No Asistente 3 Asistente 3 Curso Fracttal
Si No No Asistente 4 Asistente 4 Curso Fracttal
Si No No Asistente 5 Asistente 5 Curso Fracttal
Si No No Asistente 6 Asistente 6 Curso Fracttal

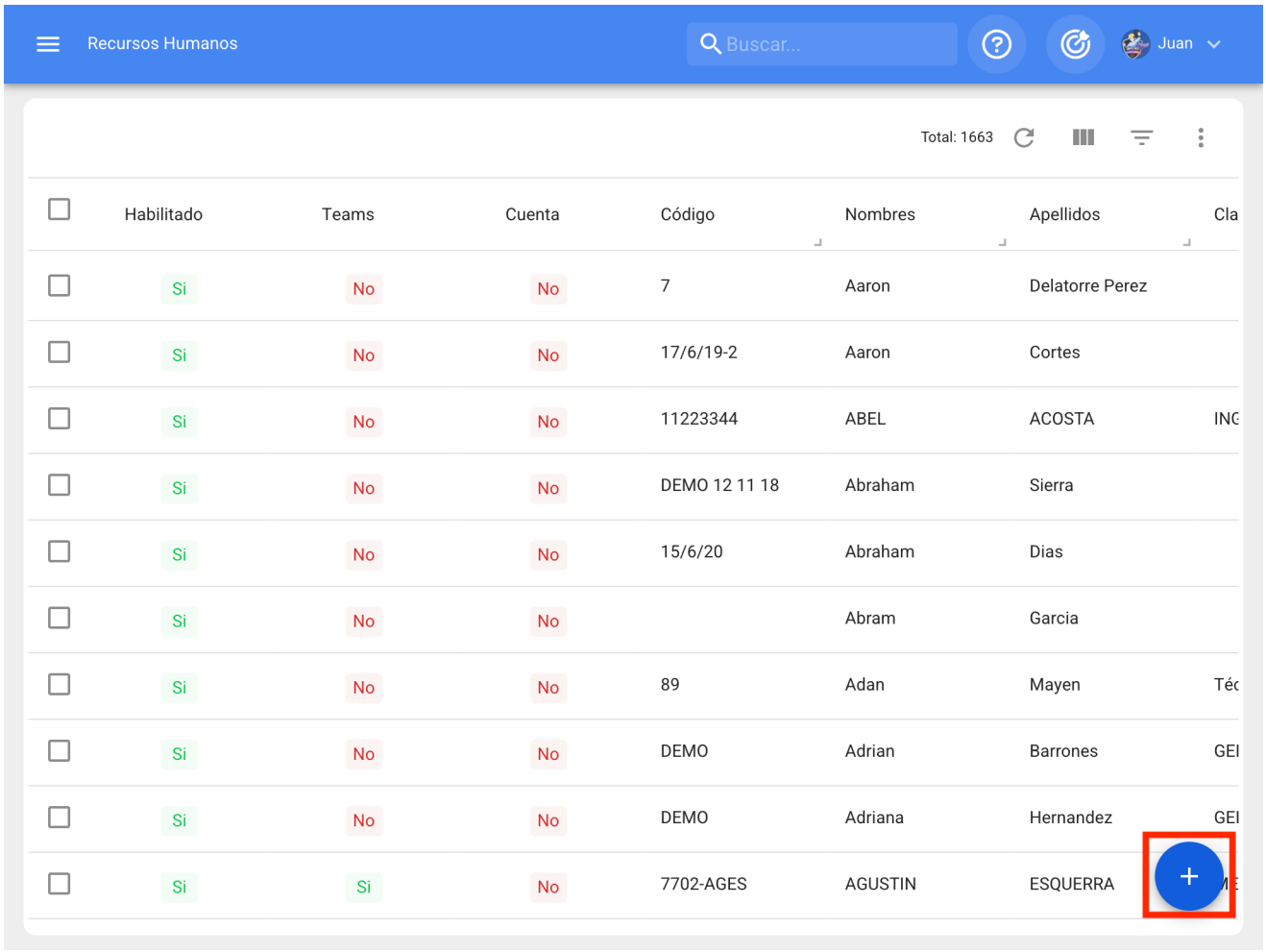
How to add inhouse personnel : Fracttal One

help.fracttal.com/en/articles/6015037-as-add-inhouse-personnel-resources

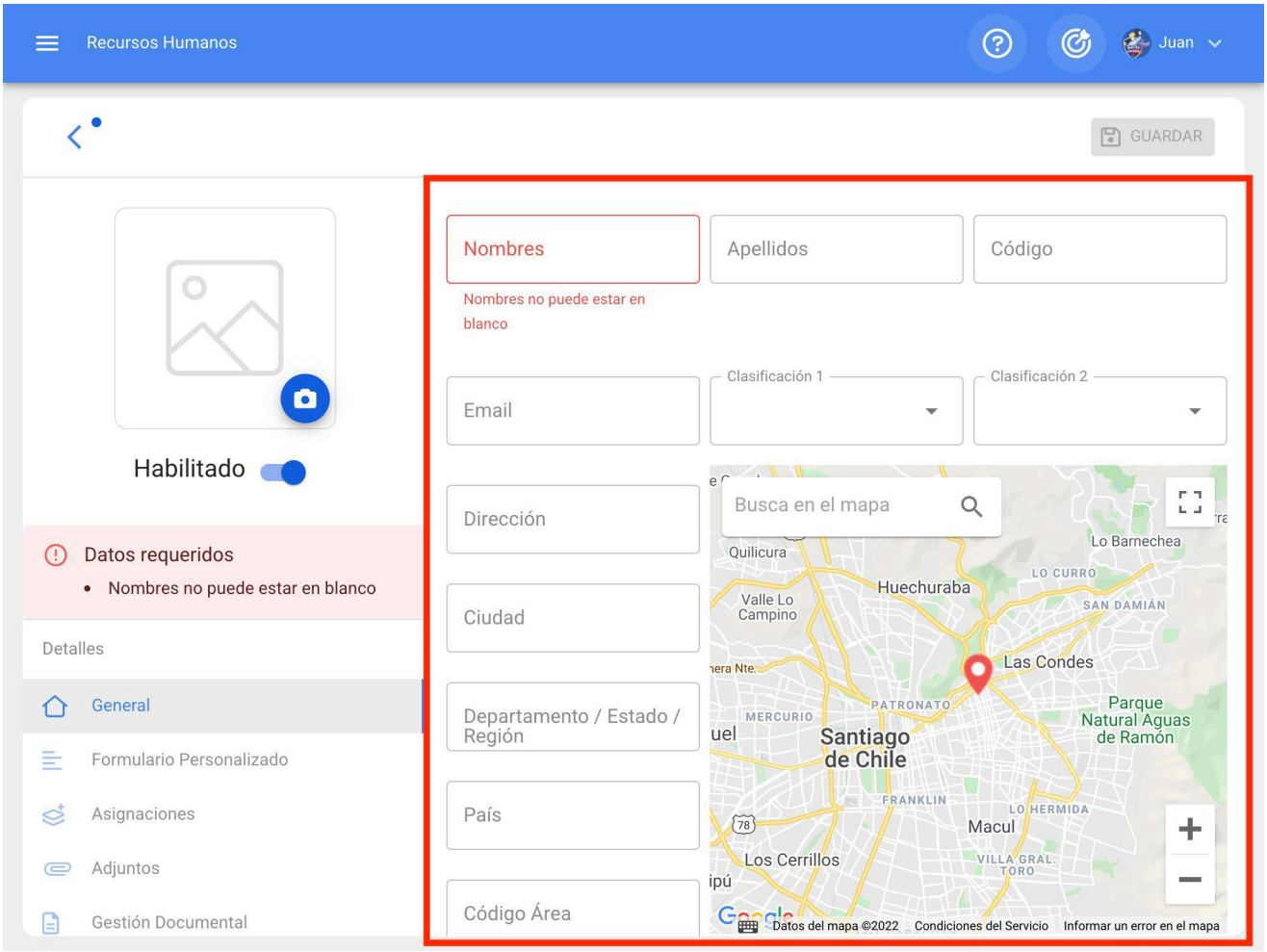
There are two ways to add inhouse personnel to the platform, the first option is to do it manually (one by one) from the add option and the second option is to do it massively by means of imports using Excel files. (To add inhouse personnel massively see the imports section).

From the option to add

To add an inhouse personnel to the platform, simply click on the add symbol at the bottom right of the platform.



Then a new window belonging to the general tab will open, where the information corresponding to the inhouse personnel to be added to the system must be filled in.

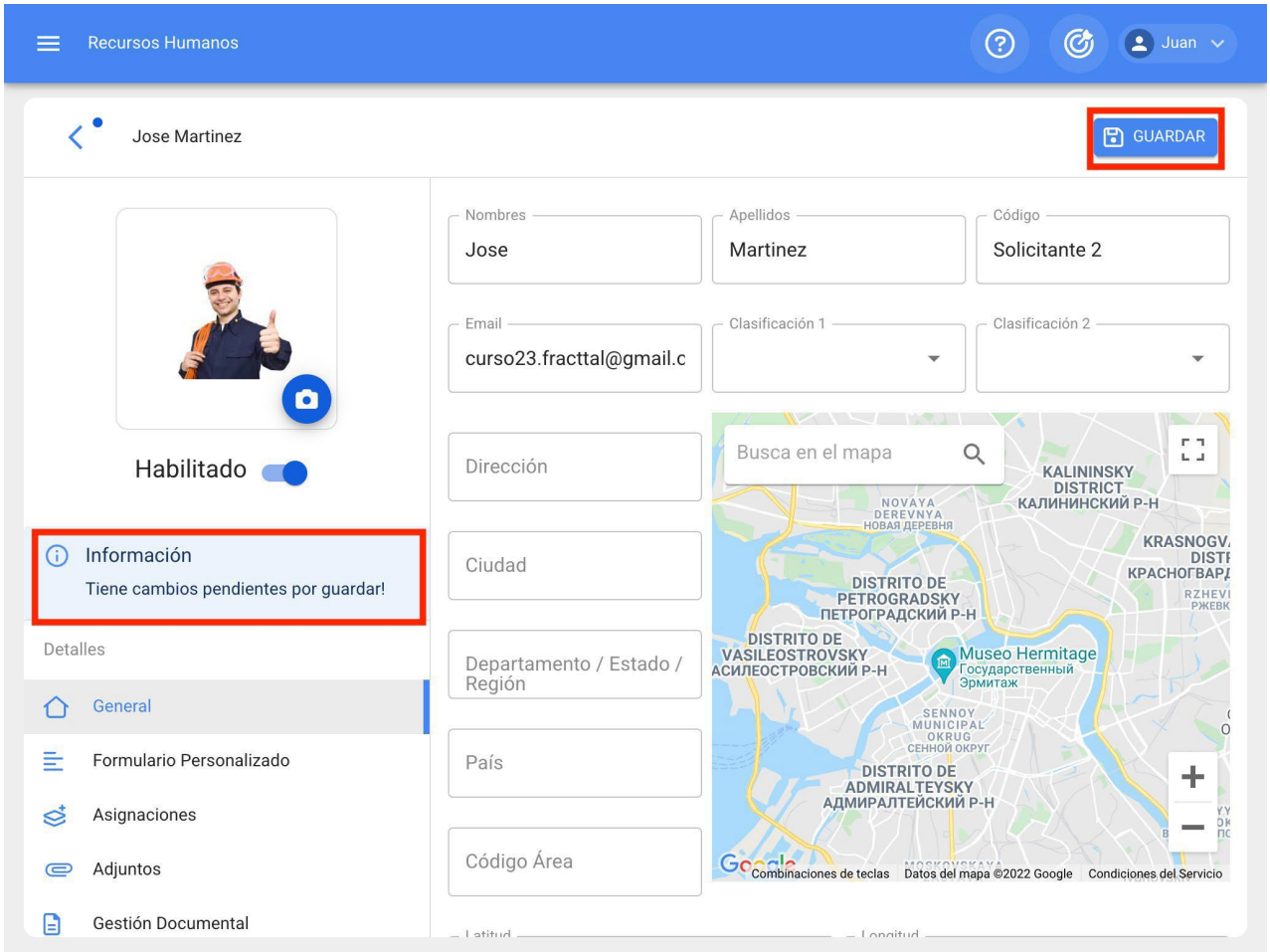


Where, the required data are as follows:

- **Names, Last Names:** Personal information of the inhouse personnel.
- **Code:** Internal identification code belonging to the inhouse personnel (in many cases the identity card is used).
- **Classification 1 and 2:** Corresponds to free fields that the platform leaves for users to complete as required. For example, they can be used to describe the position, specialization or department to which the human resource belongs.
- **City, Address, Department / State / Region, Country, Area Code:** Information corresponding to the location of the inhouse personnel.
- **Latitude, longitude:** Fields that are automatically added when "Search in the map" the address to which the human resource belongs.
- **Ordinary Hourly Value:** Catalog where the profile and man-hour value of the human resource is defined.

- **Working Hours:** Catalog corresponding to the working hours of the human resources.
- **Email:** Email of the inhouse personnel.
- **Primary, Secondary Phone, SMS Phone:** Phone numbers of the human resources.
- **Location:** Corresponds to the location where the inhouse personnel is located within the system, taking into consideration the hierarchy that this represents for the visualization of the profile with respect to other users.
- **Signature:** Digital signature belonging to the inhouse personnel (it is loaded as an image of approximately 200 x 80 dimensions, the system auto-adjusts it) or there is also the possibility of adding the signature from this same field.
- **Photo:** Photograph of human resource

After completing the information corresponding to the general tab, simply click on the save button at the top right of the window to register the human resources in the system.

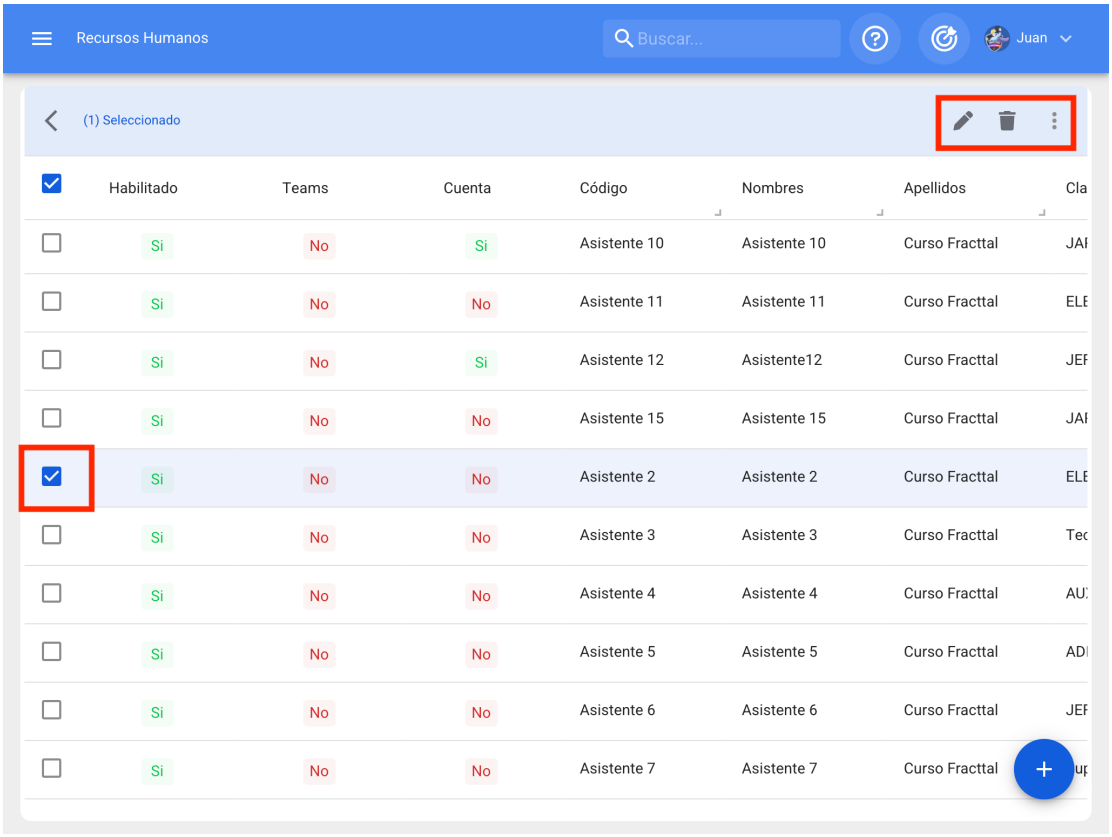


Note: After making any edits, be sure to save the changes for them to take effect.

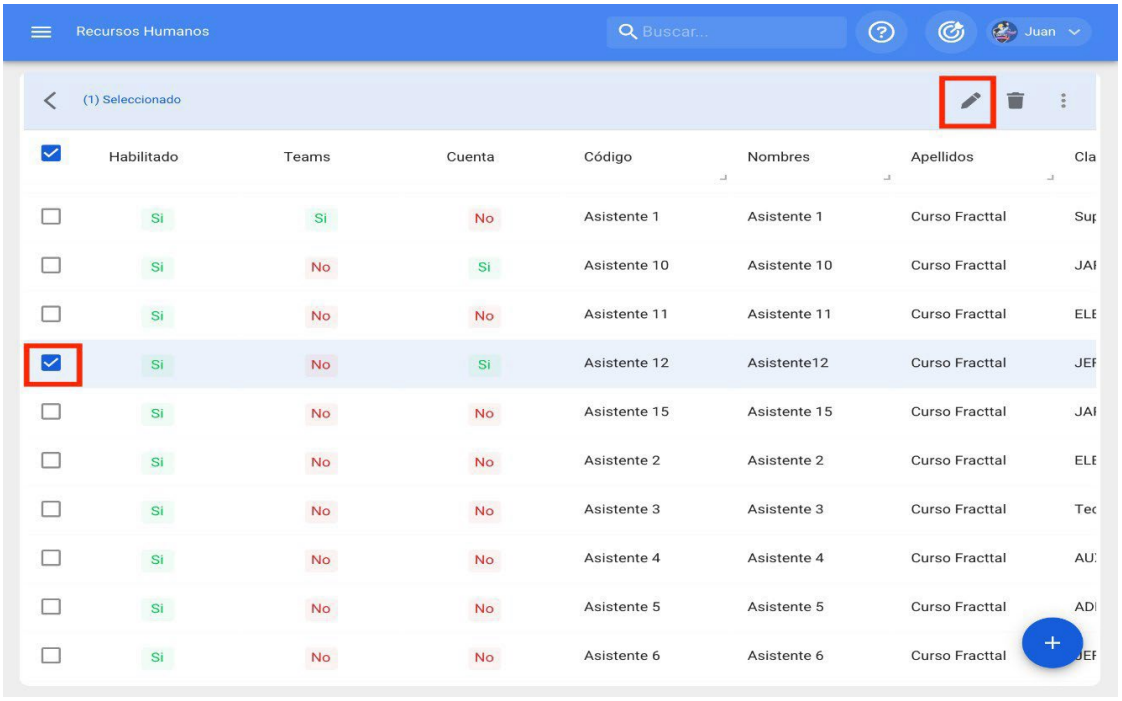
How to edit an inhouse personnel profile ?

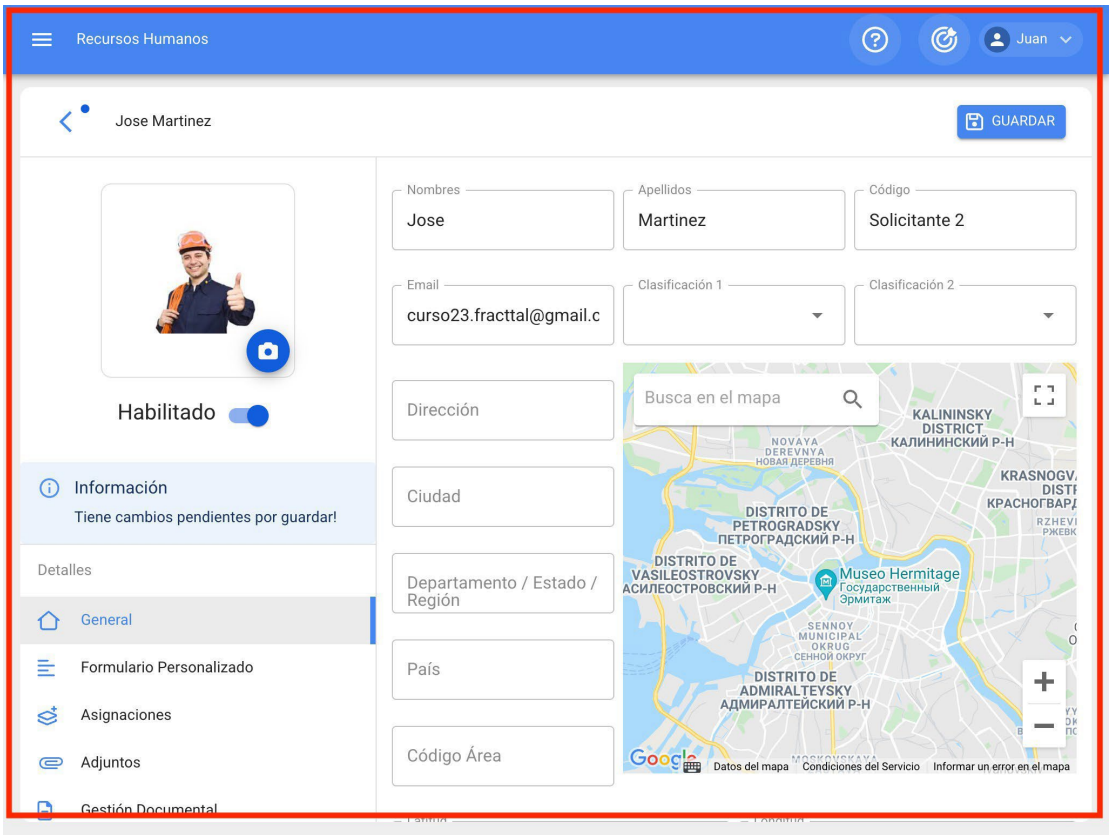
help.fracttal.com/en/articles/6015046-as-edit-a-human-resources-profile

To edit an existing inhouse personnel profile, just select the profile to be modified and the system will display a bar with the option to edit, delete and options.



In case you want to edit the inhouse personnel, just click on edit and the system will redirect you to the screen corresponding to the selected inhouse personnel.



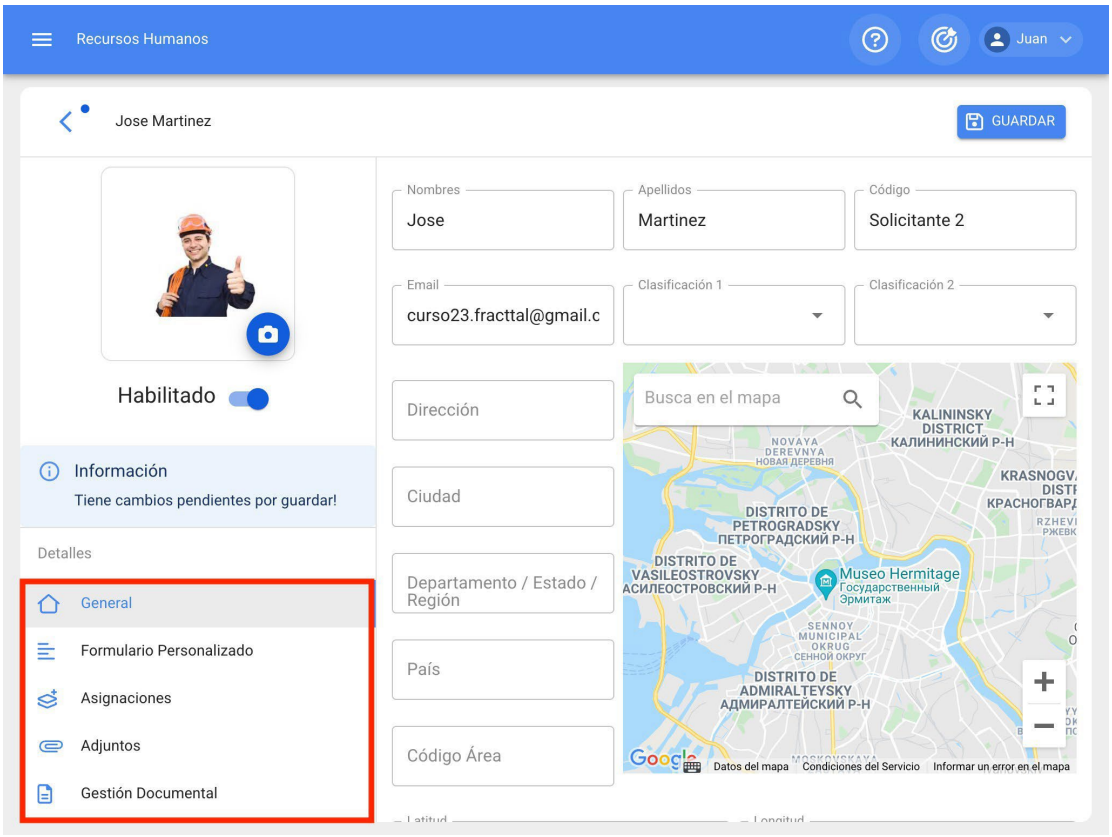


In this screen you will find the following option tabs:

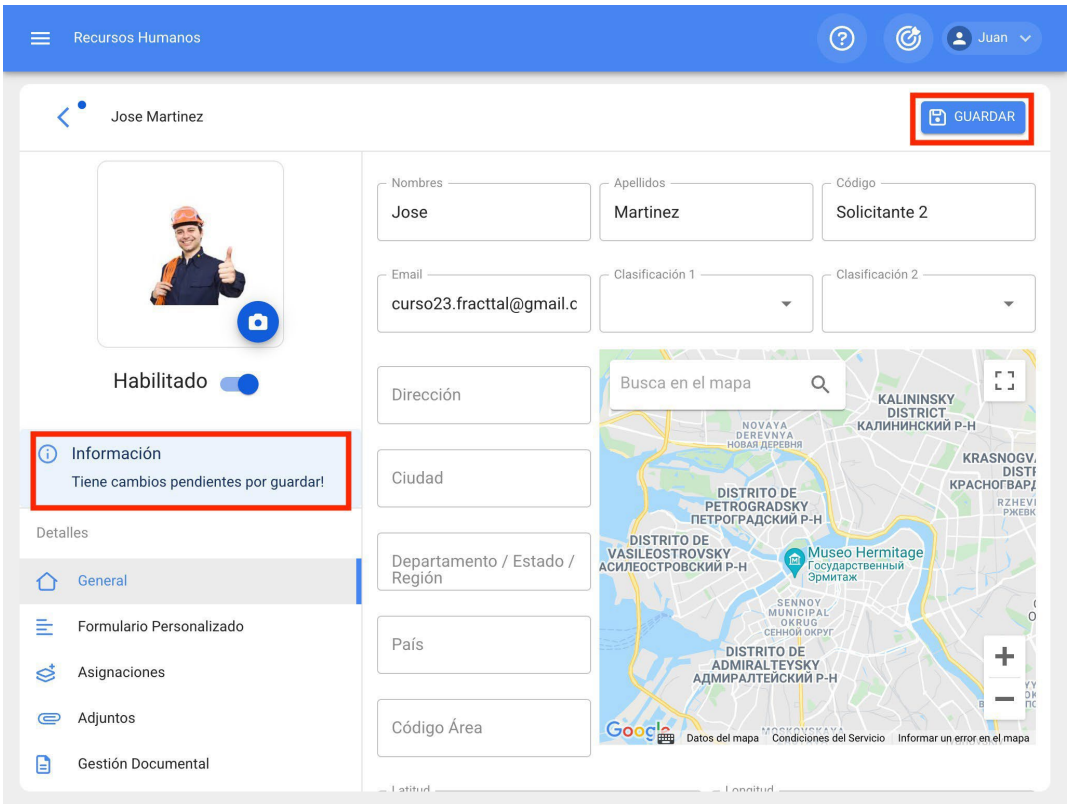
General: General information corresponding to inhouse personnel.

- ***Custom fields:*** Group of custom tags with additional information about the inhouse personnel.

- ***Assignments:*** Listing with the number of tools assigned to the inhouse personnel resource.
- ***Attachments:*** List where you can add, view, edit or download files, links and notes attached to the human resource profile.
- ***Documentary Management:*** Documents or certificates subject to expiration that are associated with inhouse personnel.
- ***Enabled:*** Option that allows enabling or disabling the inhouse personnel resource so that it is no longer visible in the rest of the platform modules (it will only be displayed in the activities prior to being disabled).

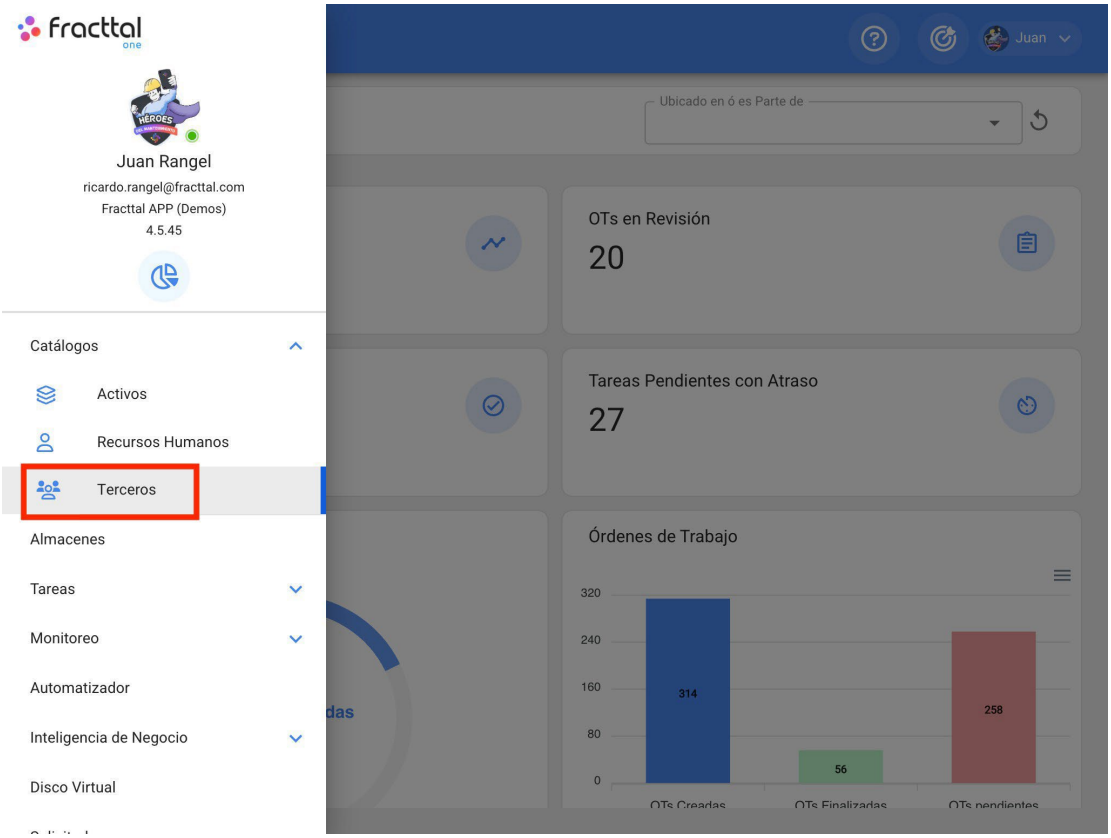


To make any changes to the human resources profile, just click on the field you wish to edit and finally click on the save button located at the top right of the platform.


Recursos Humanos
Juan
Jose Martinez
GUARDAR
Habilitado
Información
Tiene cambios pendientes por guardar!
Detalles
General
Formulario Personalizado
Asignaciones
Adjuntos
Gestión Documental
Nombres
Jose
Apellidos
Martinez
Código
Solicitante 2
Email
curso23.fracttal@gmail.c
Clasificación 1
Clasificación 2
Dirección
Ciudad
Departamento / Estado / Región
País
Código Área
Busca en el mapa
KALININSKY DISTRICT КАЛИНИНСКИЙ Р-Н
NOVAYA DEREVNYA НОВАЯ ДЕРЕВНЯ
DISTRITO DE PETROGRADSKY ПЕТРОГРАДСКИЙ Р-Н
DISTRITO DE VASILEOSTROVSKY АСИЛЕОСТРОВСКИЙ Р-Н
Museo Hermitage Государственный Эрмитаж
SENNOY MUNICIPAL OKRUG СЕННОЙ ОКРУГ
DISTRITO DE ADMIRALTEYSKY АДМИРАЛТЕЙСКИЙ Р-Н
Datos del mapa
Condiciones del Servicio
Informar un error en el mapa

Third parties and how to enter the module?

help.fracttal.com/en/articles/6015063-third-parties-and-how-to-enter-the-module

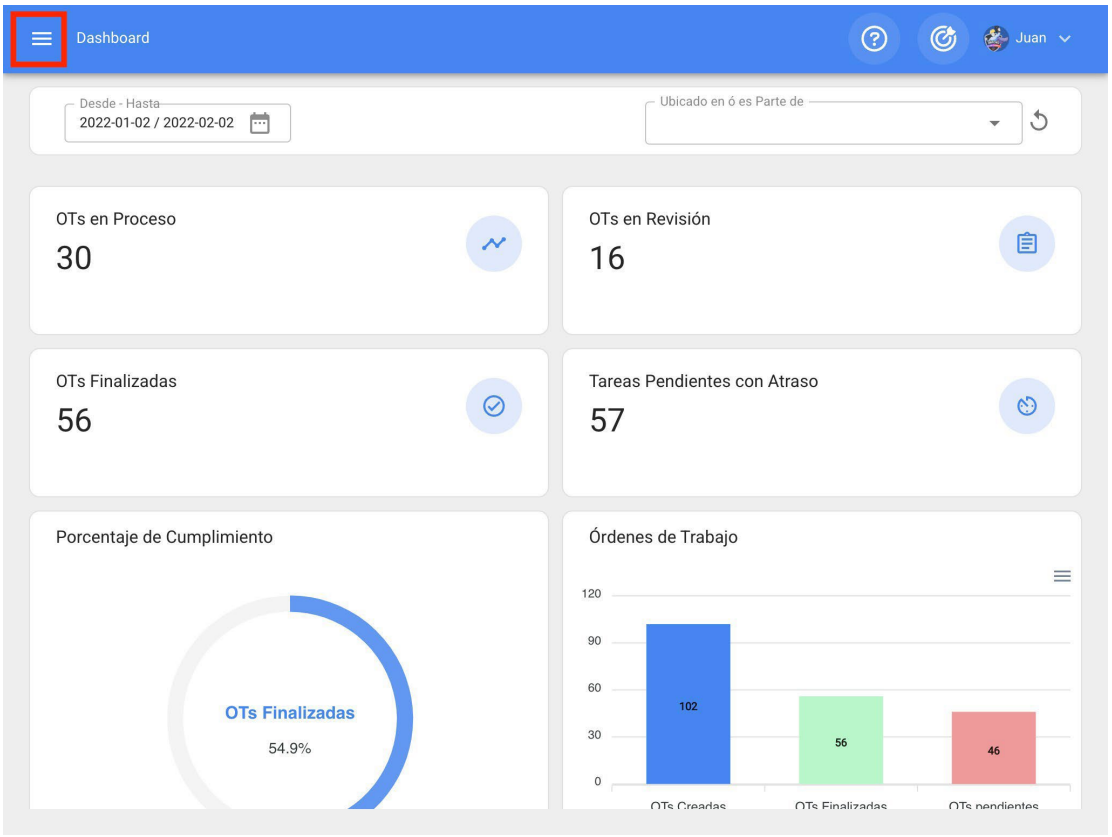


In this module you will be able to control and register the different types of third parties that can be managed in the platform, no matter how many you want to add to the system, since there is no limit to the number of registrations.

Note: It is important to mention that all platform access accounts (user, request or reading accounts) must first be registered in the inhouse personnel or third party modules as appropriate.

How to enter the Third Parties module?

To enter the third parties module, first click on the menu button on the upper left side of the main header bar of the platform, then click on the catalogs menu and finally click on "Third parties".


Dashboard
Juan
Desde - Hasta
2022-01-02 / 2022-02-02
Ubicado en ó es Parte de
OTs en Proceso
30
OTs en Revisión
16
OTs Finalizadas
56
Tareas Pendientes con Atraso
57
Porcentaje de Cumplimiento
OTs Finalizadas
54.9%
Órdenes de Trabajo
120
90
60
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0
102
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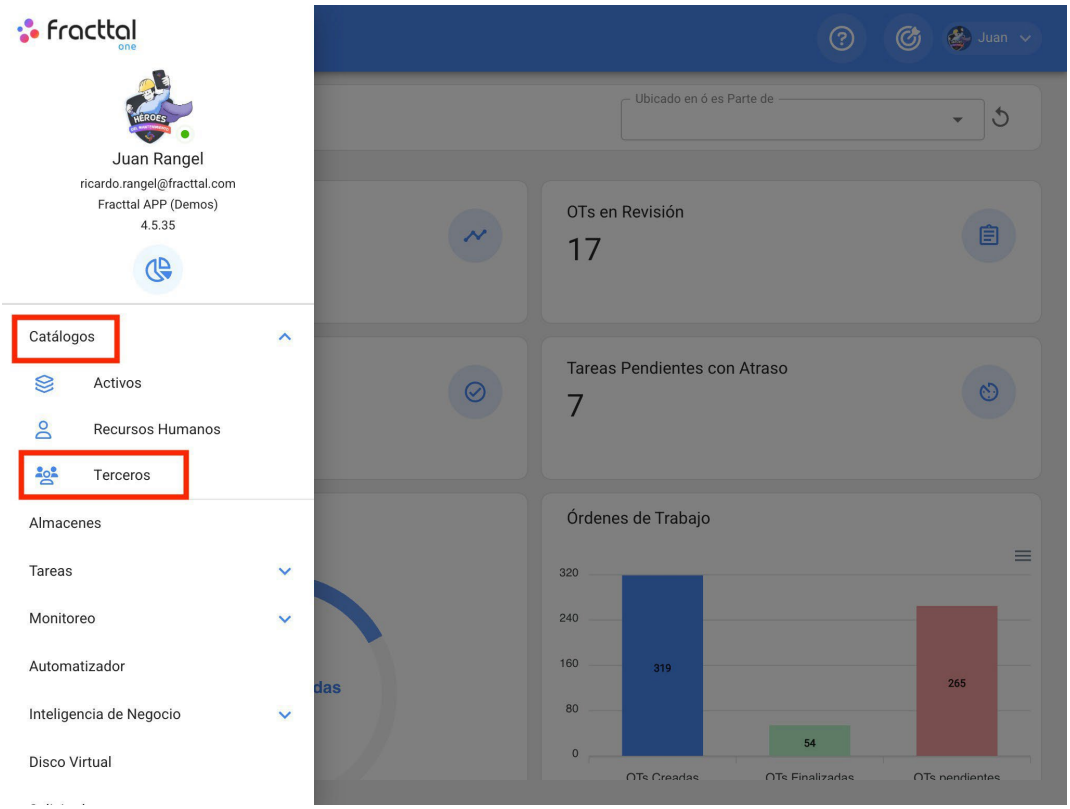
46
OTs Creadas
OTs Finalizadas
OTs pendientes


fracttal
one
Juan Rangel
ricardo.rangel@fracttal.com
Fracttal APP (Demos)
4.5.35
Catálogos
Activos
Recursos Humanos
Terceros
Almacenes
Tareas
Monitoreo
Automatizador
Inteligencia de Negocio
Disco Virtual
Juan
Ubicado en ó es Parte de
OTs en Revisión
17
Tareas Pendientes con Atraso
7
Órdenes de Trabajo
320
240
160
80
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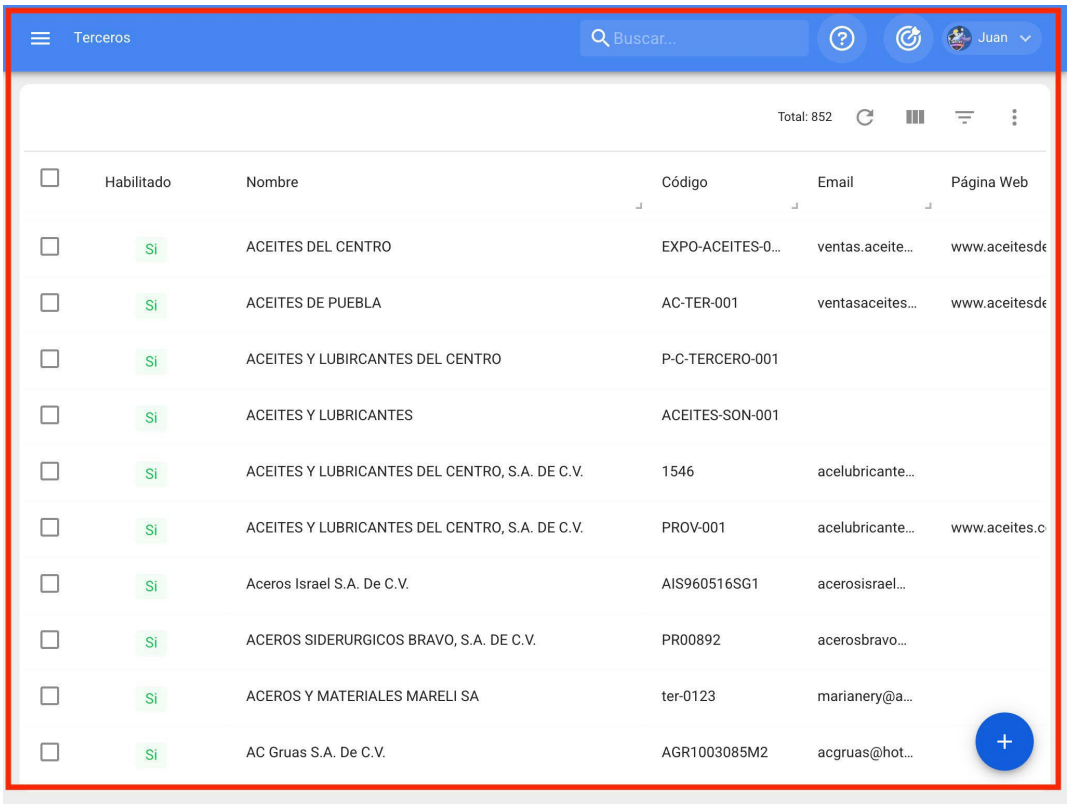
319
54
265
OTs Creadas
OTs Finalizadas
OTs pendientes


Terceros
Buscar...
Juan
Total: 852
Habilitado
Nombre
Código
Email
Página Web
Si
ACEITES DEL CENTRO
EXPO-ACEITES-0...
ventas.aceite...
www.aceitesde
Si
ACEITES DE PUEBLA
AC-TER-001
ventasaceites...
www.aceitesde
Si
ACEITES Y LUBIRCANTES DEL CENTRO
P-C-TERCERO-001
Si
ACEITES Y LUBRICANTES
ACEITES-SON-001
Si
ACEITES Y LUBRICANTES DEL CENTRO, S.A. DE C.V.
1546
acelubricante...
Si
ACEITES Y LUBRICANTES DEL CENTRO, S.A. DE C.V.
PROV-001
acelubricante...
www.aceites.c
Si
Aceros Israel S.A. De C.V.
AIS960516SG1
acerosisrael...
Si
ACEROS SIDERURGICOS BRAVO, S.A. DE C.V.
PR00892
acerosbravo...
Si
ACEROS Y MATERIALES MARELI SA
ter-0123
marianery@a...
Si
AC Gruas S.A. De C.V.
AGR1003085M2
acgruas@hot...

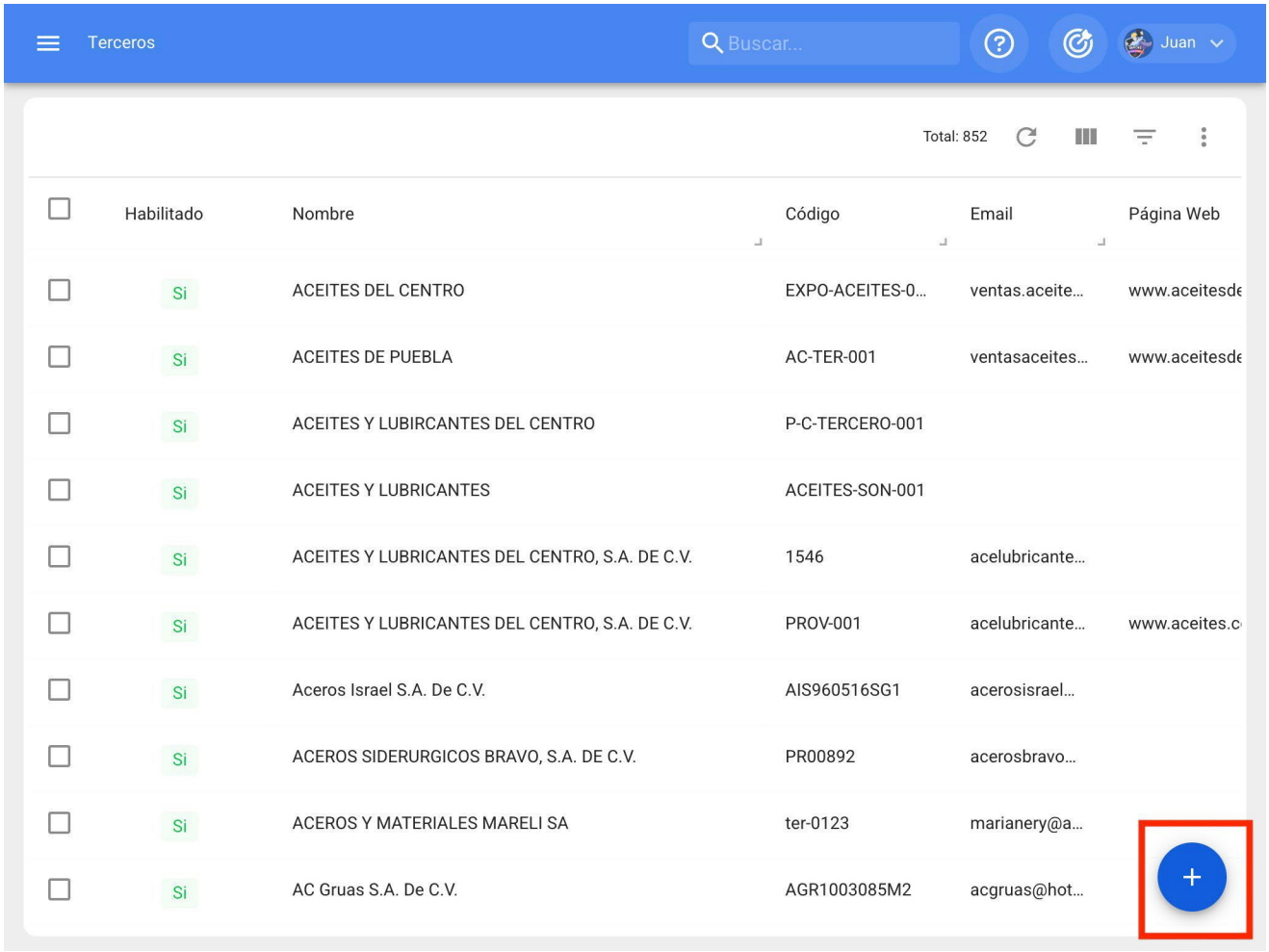
How to add a third party | Fracttal One

help.fracttal.com/en/articles/6015068-as-add-a-third-party

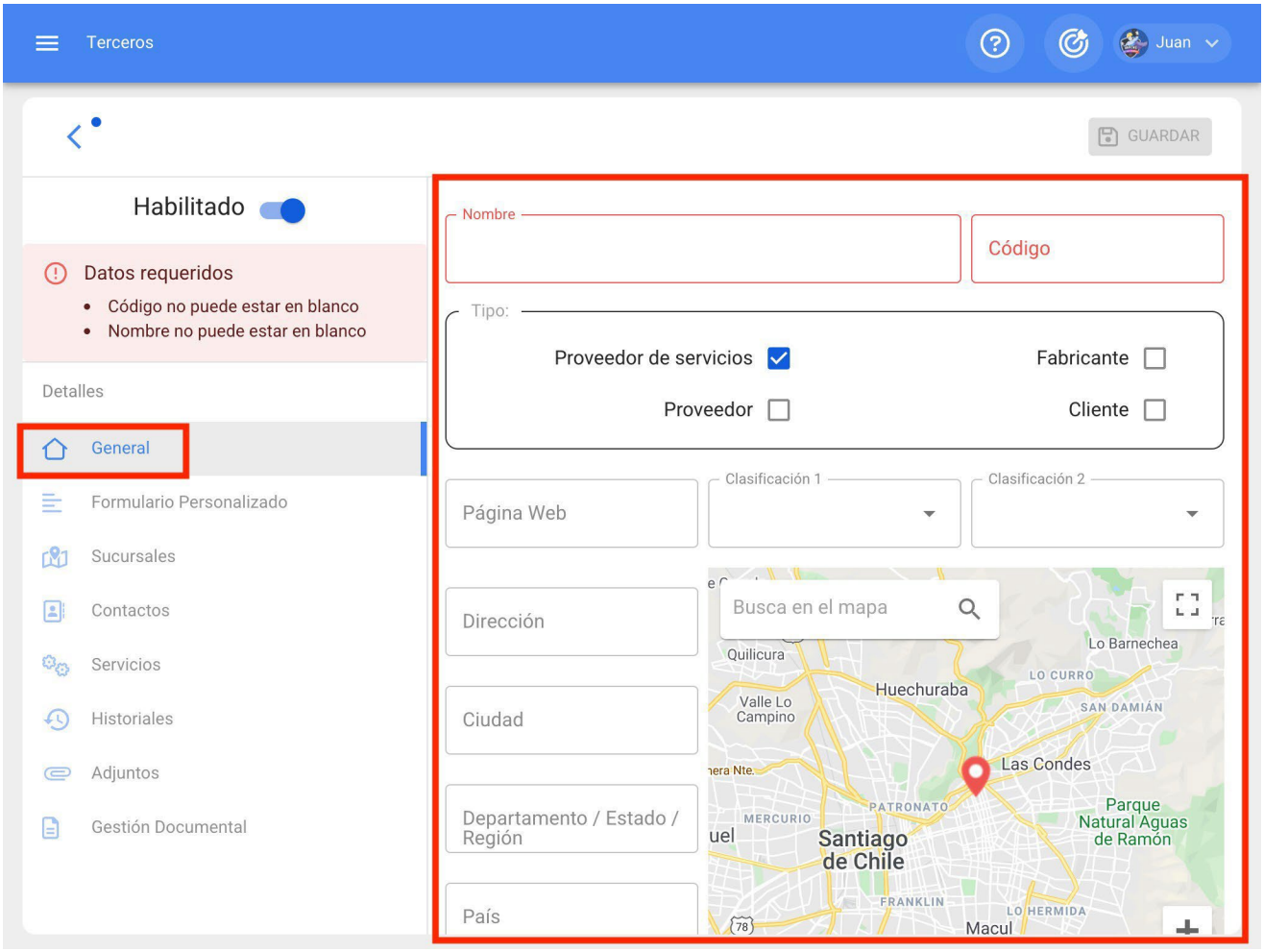
There are two ways to add third parties to the platform, the first option is to do it manually (one by one) from the add option and the second option is to do it massively by means of imports using Excel files. (To add a third party massively see imports section).

From the platform:

To add a third party to the platform, simply click on the add symbol at the bottom right of the platform.



Then, a new window belonging to the general tab will open, where the information corresponding to the third parties to be added to the system must be filled in.

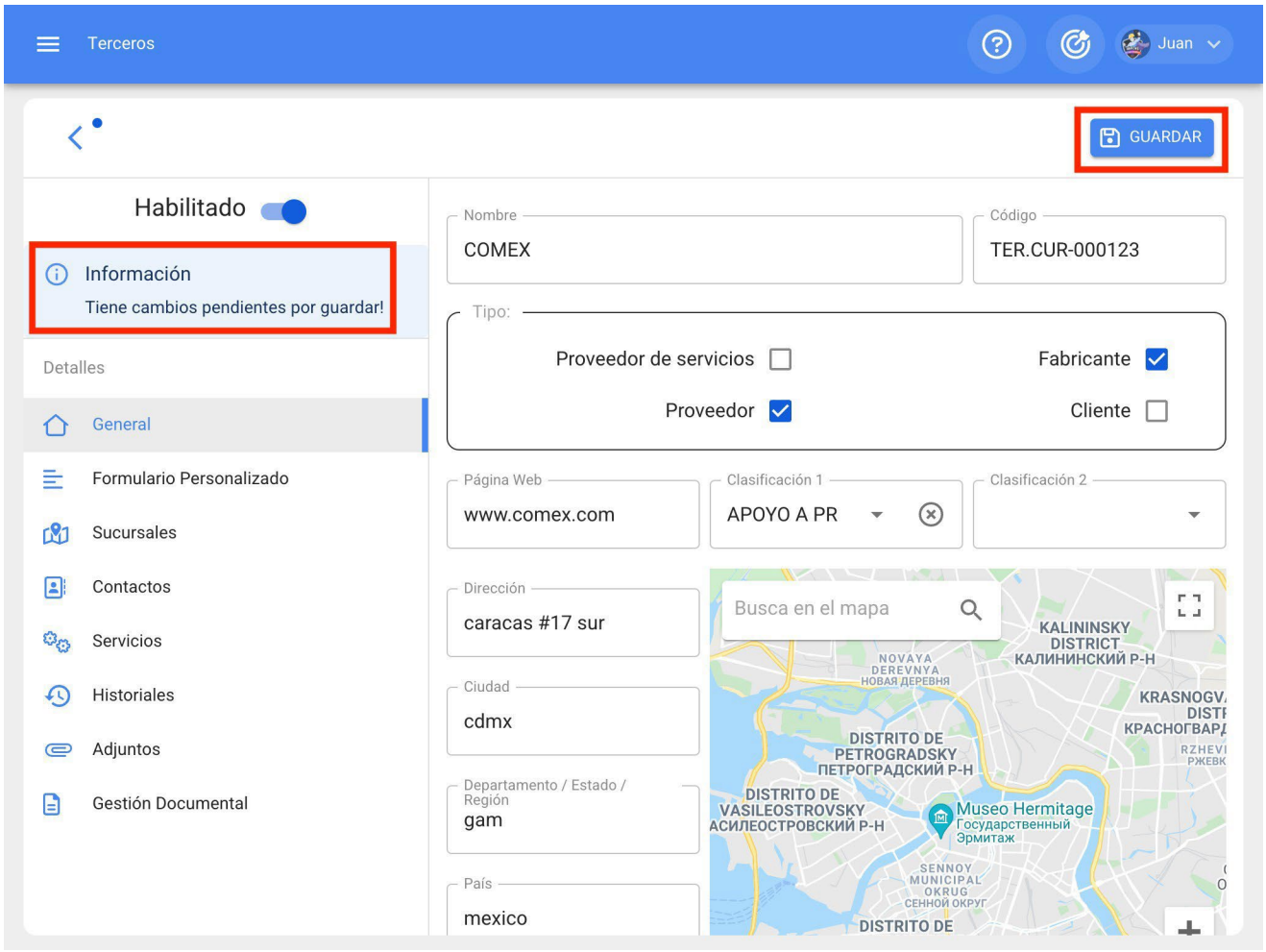


Where, the required data are as follows:

- **Names:** Name of the third party.
- **Codes:** Fiscal identifier or identification number of the third party.
- **Type:** In Fracttal there are four types of third parties (Service Provider, Manufacturer, Supplier, Customer), where a third party is allowed to cover more than one option.
- **Website:** Website of the third party.
- **Classification 1 and 2:** Correspond to free fields left by the platform to be completed as required.
- **City, Address, Department / State / Region, Country, Area Code:** Information corresponding to the location of the third party.
- **Latitude, longitude:** These fields are automatically added when you "Search on the map" the address to which the third party belongs.

- **Email:** Email of the human resource
- **Fax, SMS Telephone:** Telephone numbers of the third party.
- **Conditions:** Condition catalog.
- **Visible to all:** Allows the display of such third party to users, regardless of the location of the account accessing the platform.
- **Limit Access to This Location:** Corresponds to the location where the third party is located within the system, taking into consideration the hierarchy that this represents for the visualization of said profile with respect to other users.

After completing the information corresponding to the General tab, simply click on the save button located in the upper right part of the window, so that the third parties are registered in the system.

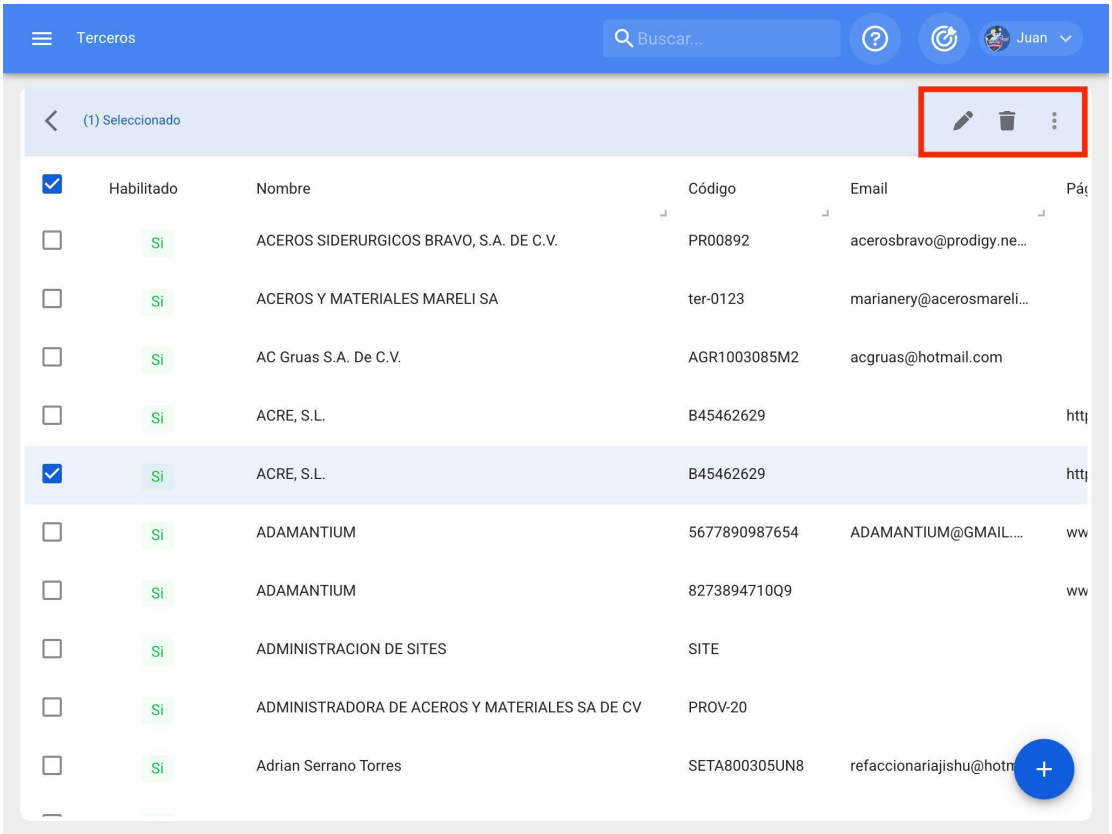


Note: After making any edits, be sure to save the changes for them to take effect.

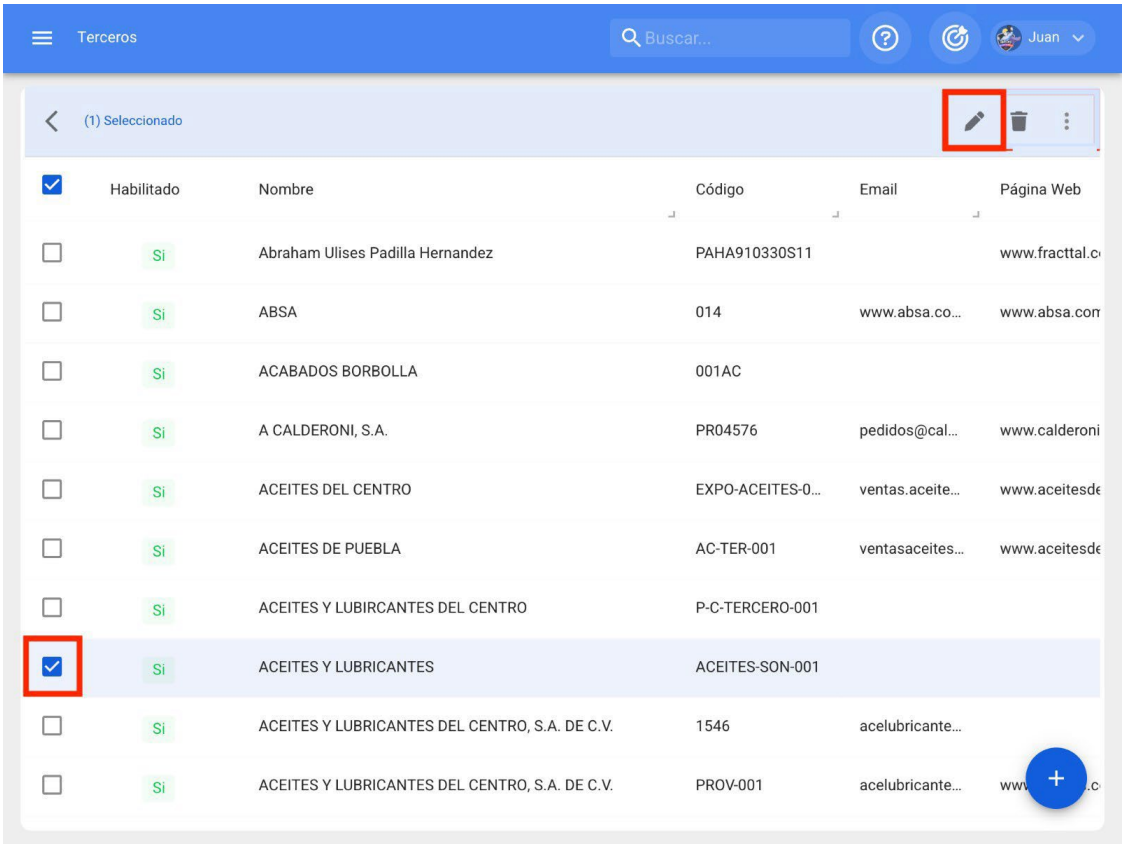
How to edit a third party | Fracttal One

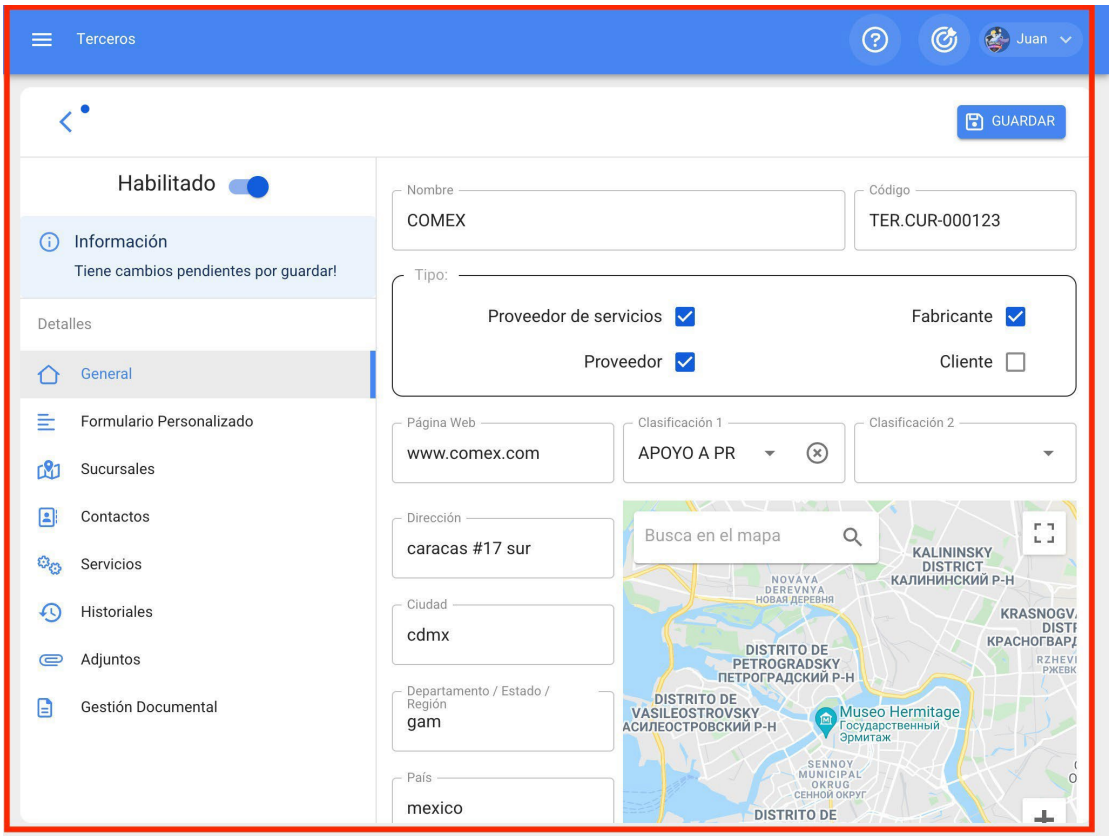
help.fracttal.com/articles/6015073-as-editing-a-third-party

To edit an existing third party, just select the third party to be modified and the system will display a bar with the options to edit, delete and more.



If you wish to edit the third parties, just click on edit and the system will redirect you to the screen corresponding to the selected third parties.

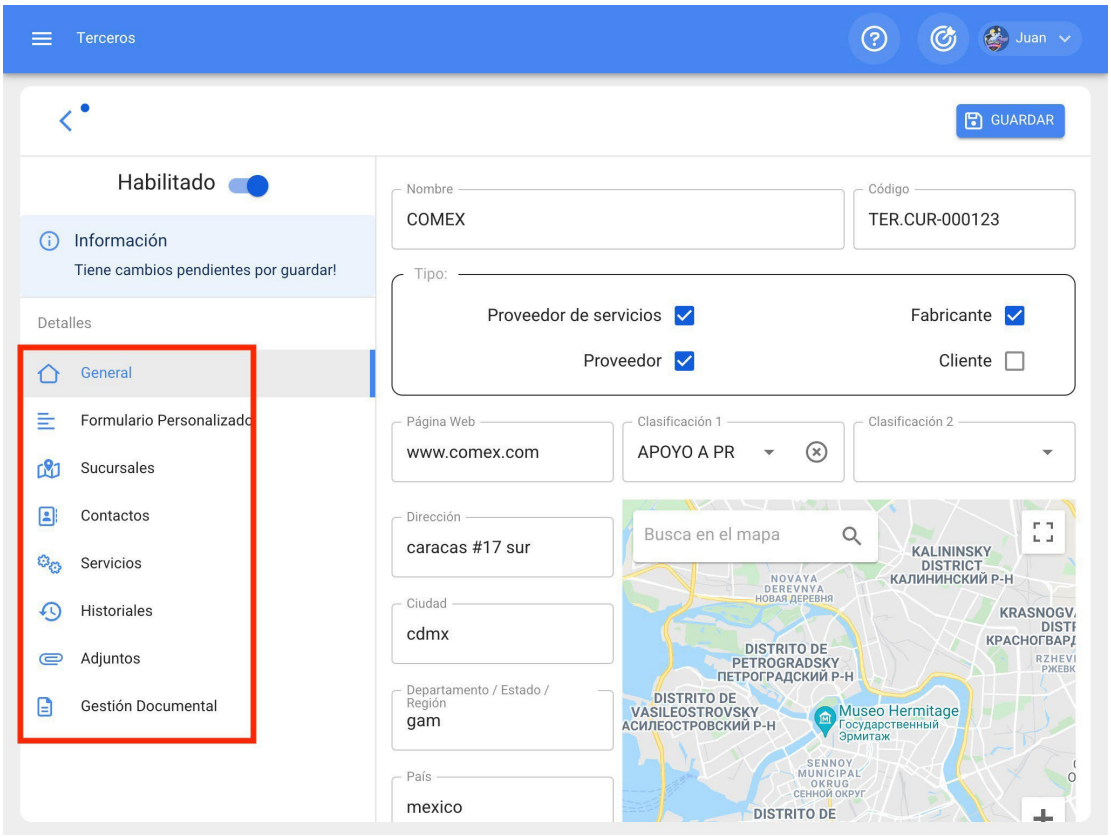




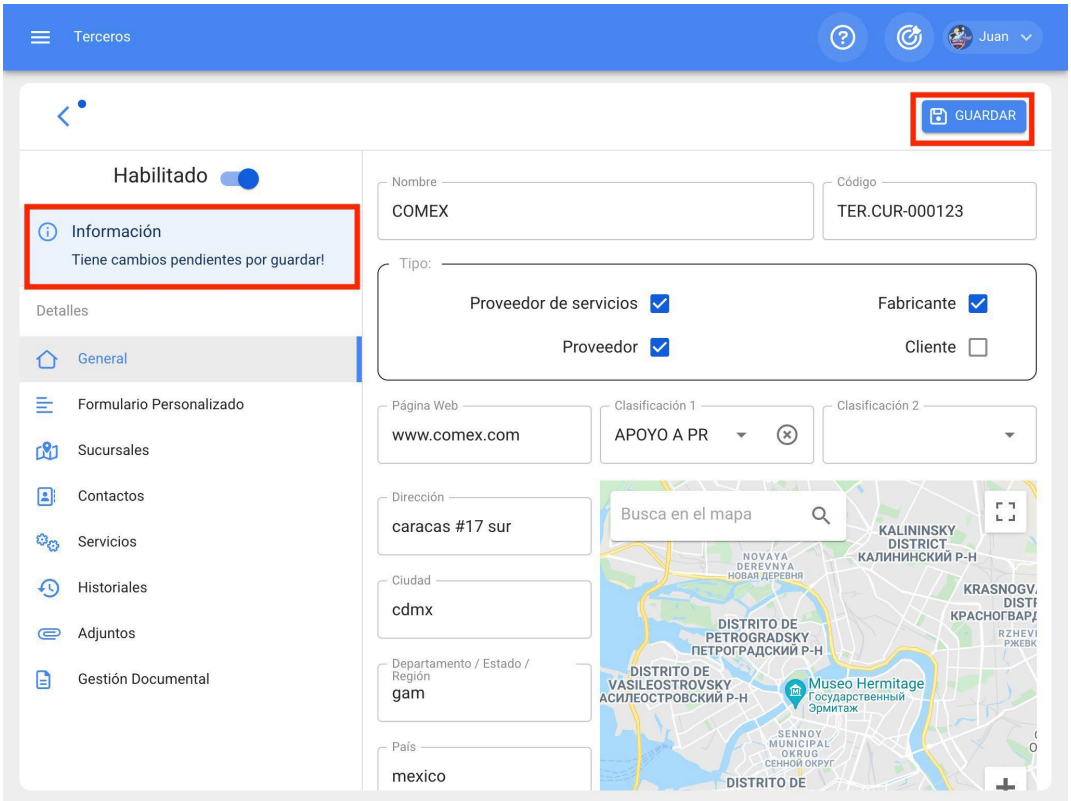
In this screen you will find the following options:

- **General:** General information corresponding to the third party.

- **Custom fields:** Group of custom tags with additional information about the third party.
- **Branches:** List of branches owned by the third parties in question.
- **Contacts:** Contact personnel within the third party. It must be taken into consideration that these contacts are the persons who may appear as responsible for a WO that is assigned to a third party.
- **Services:** Listing with the different services and costs offered by the third party. These services can be aggregated and their costs accounted for within a WO.
- **Histories:** List with the history of movements associated with the warehouses.
- **Attachments:** Listing where you can add, view, edit or download files, links and attached notes from the third party.
- **Documentary Management:** Documents or guarantees subject to expiration that are associated with the third parties.
- **Enabled:** Enables or disables the third party so that it is no longer visible in the rest of the platform (it will only be displayed in the activities prior to being disabled).

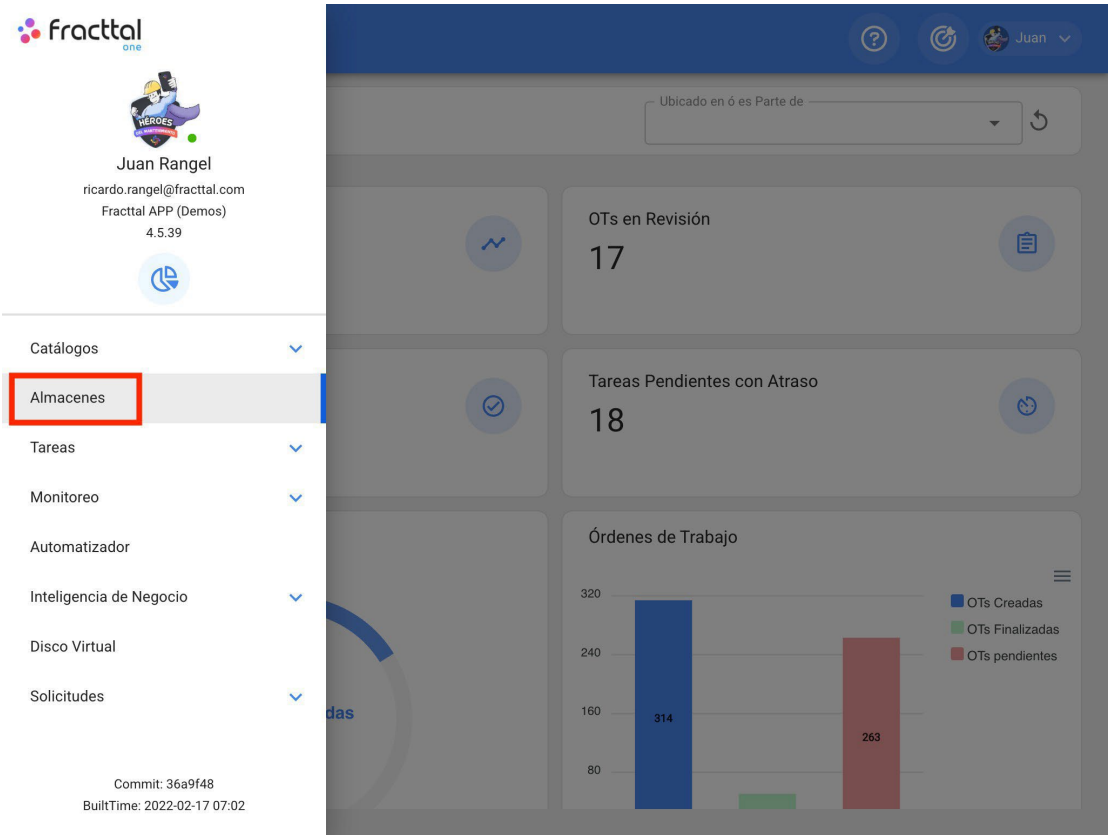


To make any changes in the third parties, just click on the field to be edited and finally click on the save button located at the top right of the platform.



Warehouses and how to enter the module?

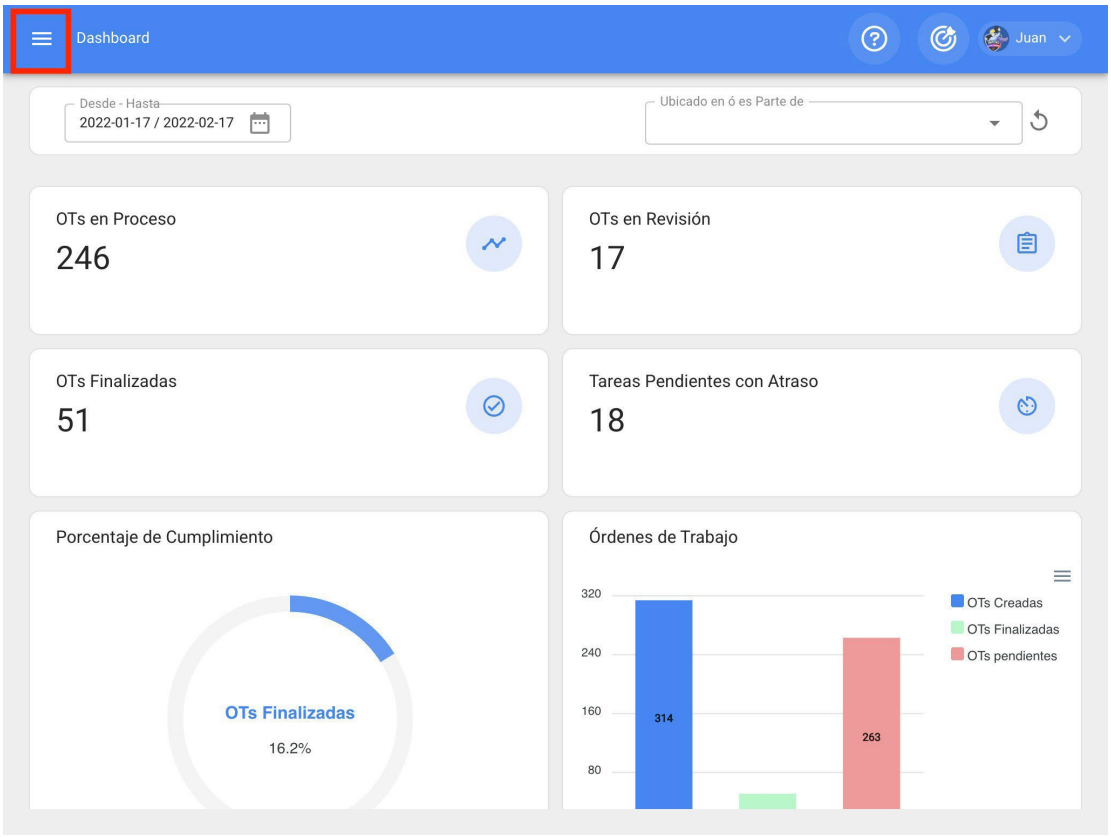
help.fracttal.com/en/articles/6014789-stores-and-how-to-enter-the-module

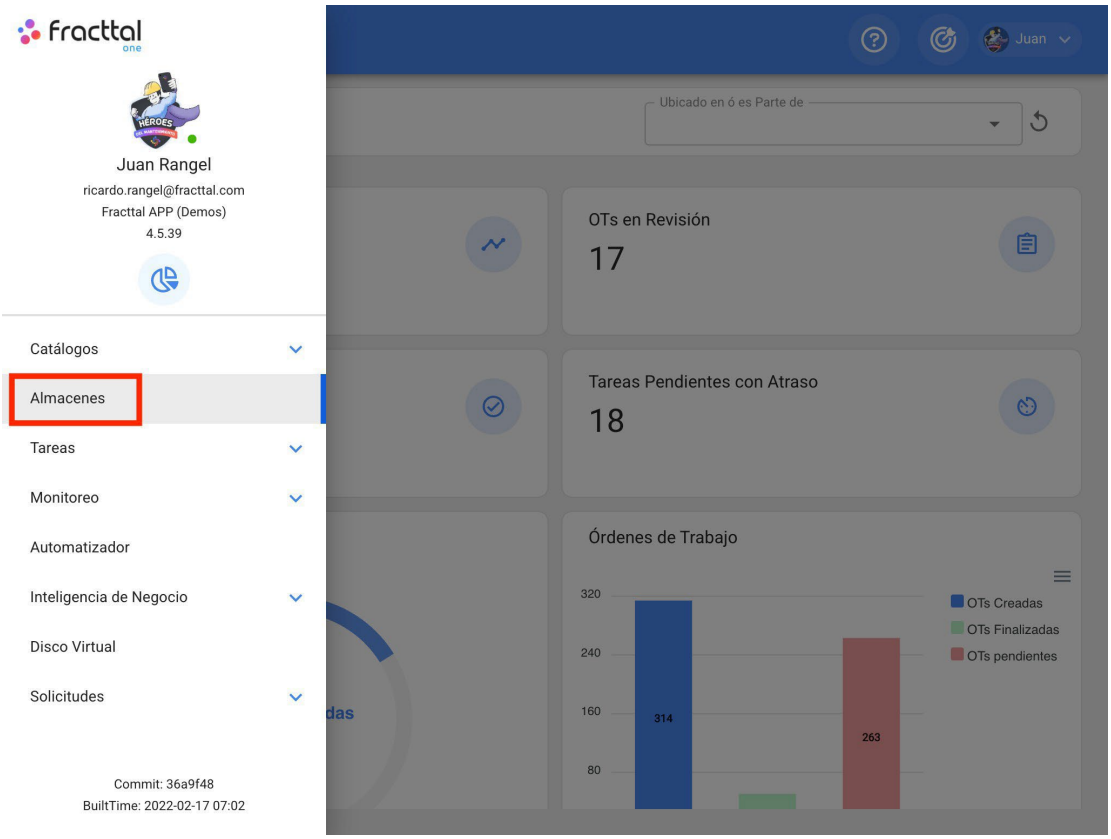


In the management of warehouses Fracttal allows you to create as many warehouses as you wish, since each one of them can be controlled and managed independently in terms of costs and stock.

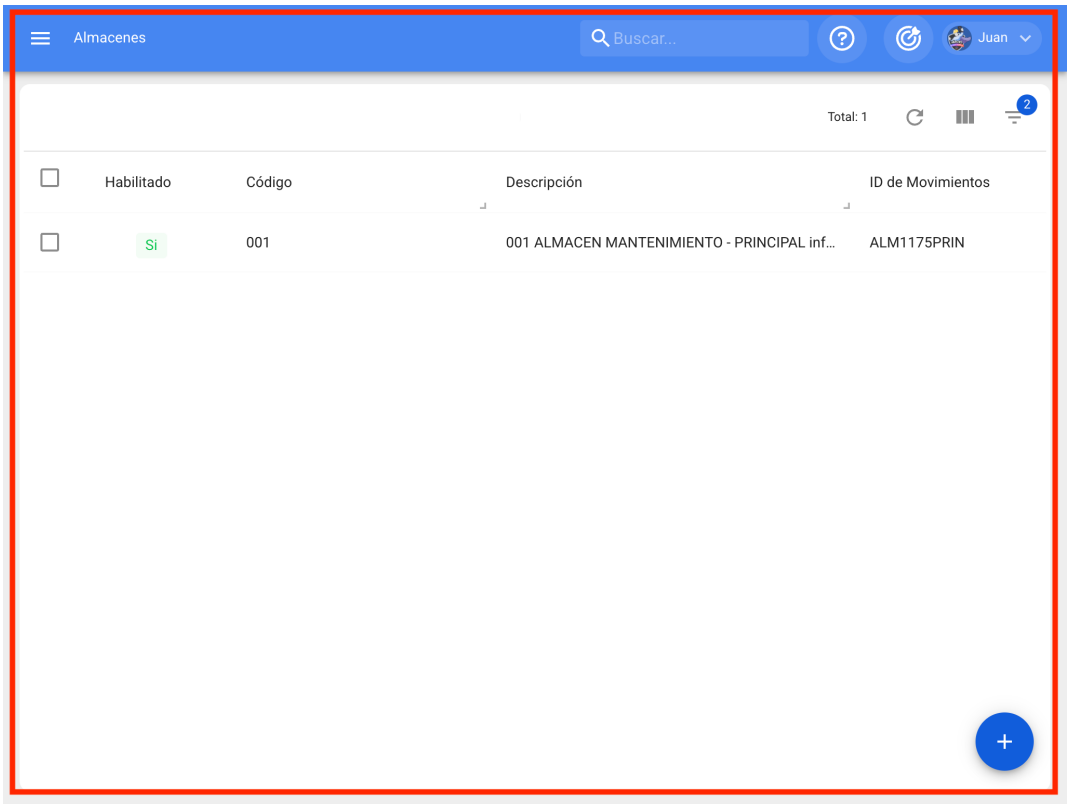
How to enter the warehouse module?

To access the Warehouse module, simply pull down the menu located on the upper left side of the main header bar and click on "Warehouses".





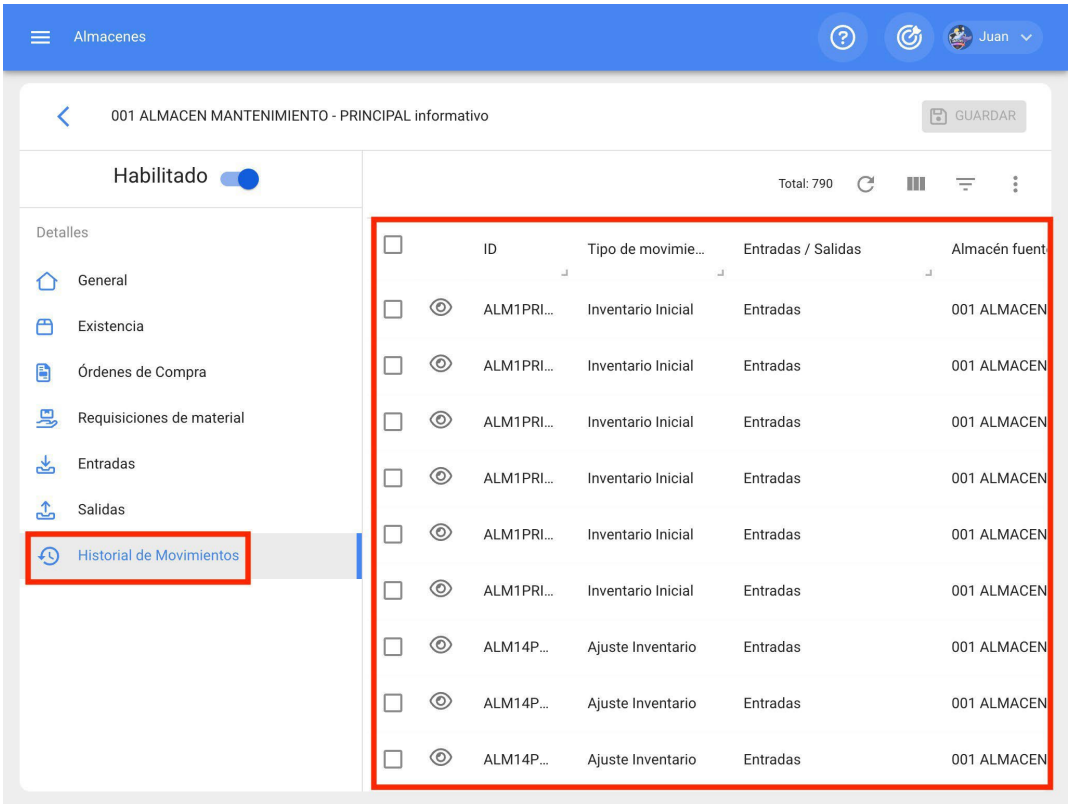
Then, when you click on it, a new window will open where you will find all the warehouses created in the system.


Almacenes
Buscar...
Juan
Total: 1
2
Habilitado
Código
Descripción
ID de Movimientos
Si
001
001 ALMACEN MANTENIMIENTO - PRINCIPAL inf...
ALM1175PRIN

Fracttal One - Fracttal One

help.fracttal.com/en/articles/6014960-movement-historicals

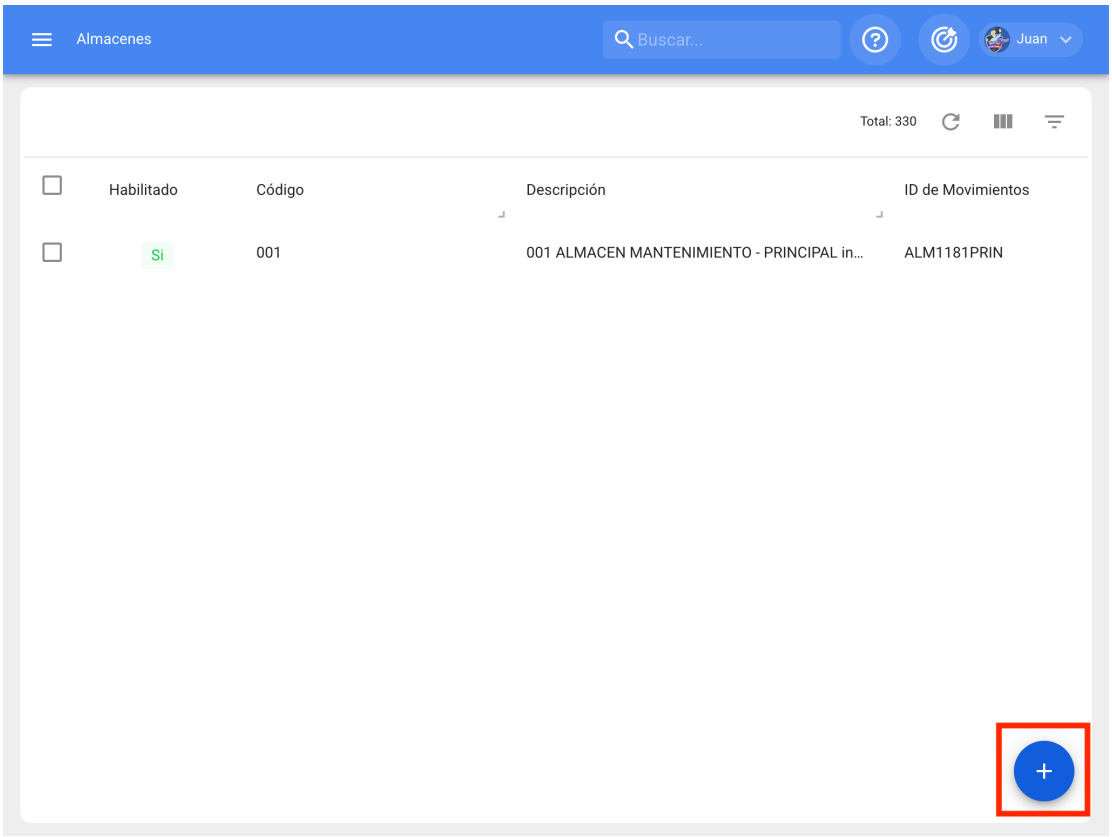
The movement history is created to have a module where you can view in detail all the different types of movements made in the warehouse in a consolidated manner and have all the traceability in one place.



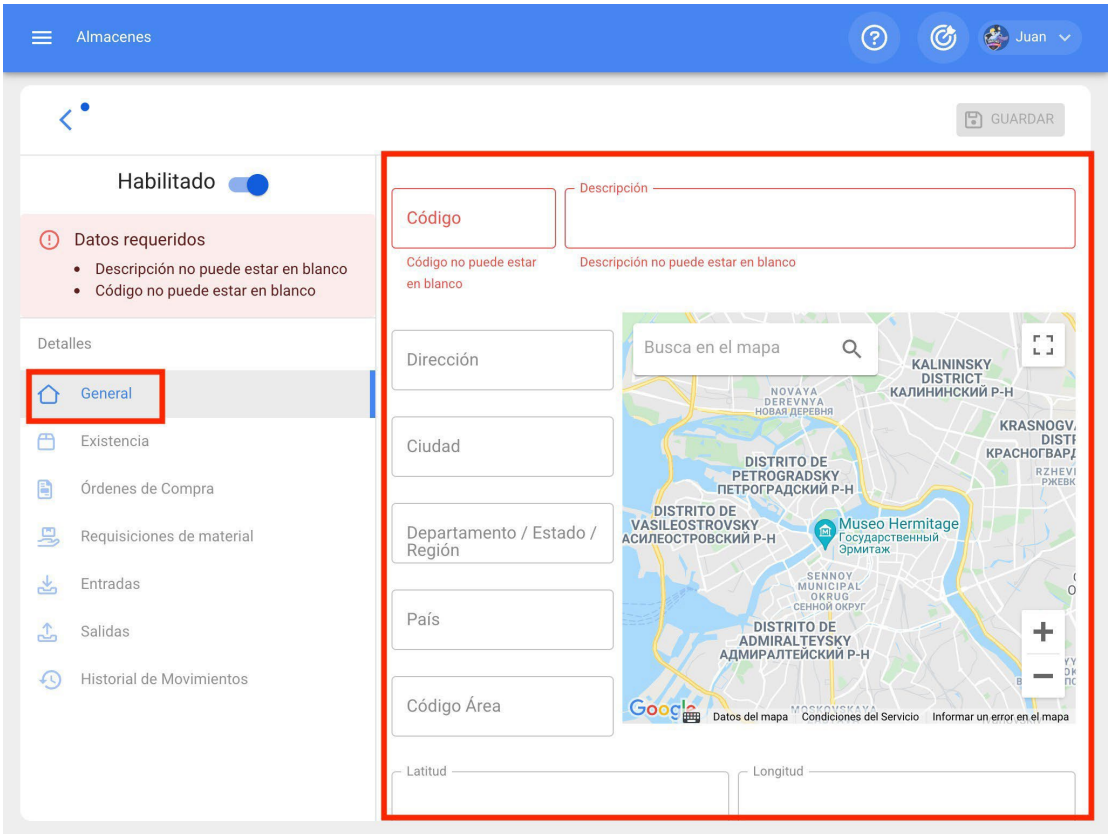
How to add a new store?

help.fracttal.com/en/articles/6014808-how-to-add-a-new-storage-room

To add a new warehouse, simply click on the add symbol at the bottom right of the window.



When clicked, a new window belonging to the general tab will open, where the information corresponding to the warehouse to be added to the system must be filled in.



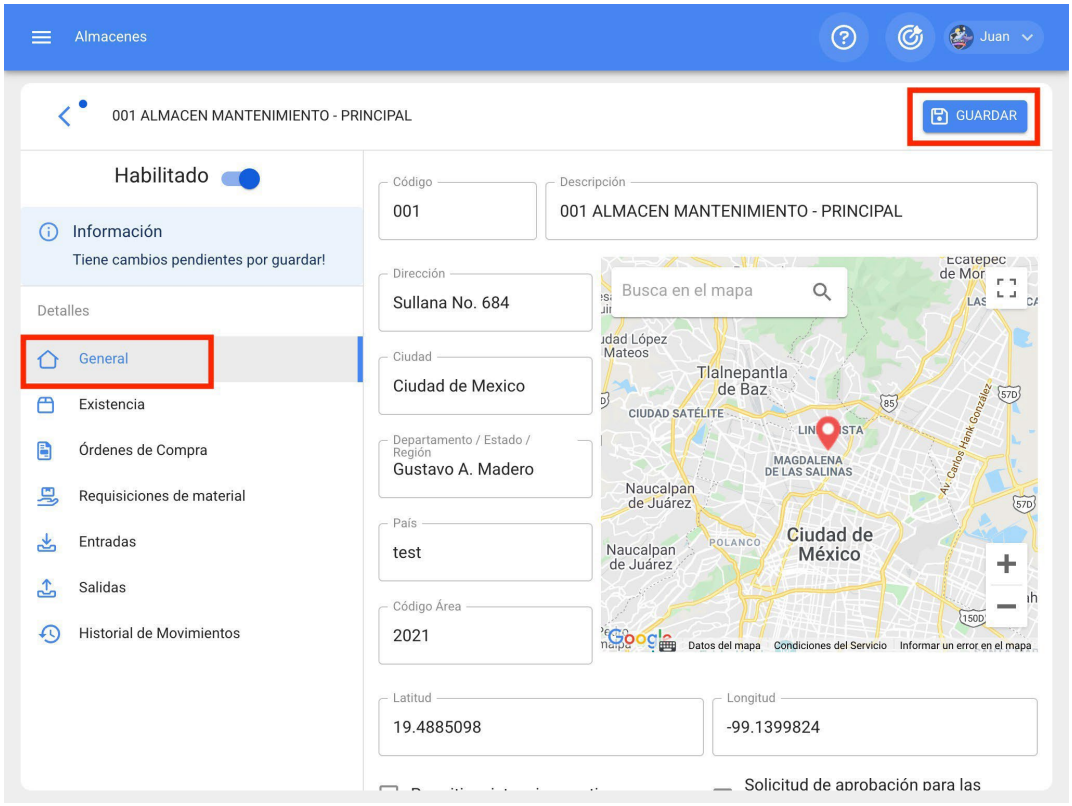
The required data are as follows:

- **Code:** Warehouse identification code.
- **Description:** Name assigned to the warehouse.
- **City, Address, Department / State / Region, Country, Area Code:** Information corresponding to the warehouse location.
- **Latitude, longitude:** These fields are automatically added when you "Search the map" for the address to which the warehouse belongs.
- **Stock controlled by external integration:** Advanced option to integrate Fracttal with other warehouse systems.
- **Visible to all:** Allows users to view the warehouse regardless of the location of their account access to the platform.
- **Limit Access to This Location:** Corresponds to the location where the warehouse is located within the system, taking into consideration the hierarchy that this represents for the visualization of a profile with respect to other users.

- **Movement ID:** Corresponds to the correlative that is generated for each movement made within the warehouse. The ID is composed of the prefix, sequence and suffix (where in each movement only the sequence varies).

- **Purchase Order ID:** Corresponds to the correlative that is generated for each purshase order generated in the warehouse. The ID is composed of the prefix, sequence and suffix (where in each movement only the sequence varies).

After completing the information corresponding to the general tab, simply click on the save button at the top right of the window to register the warehouse in the system.



How to add items to a warehouse?

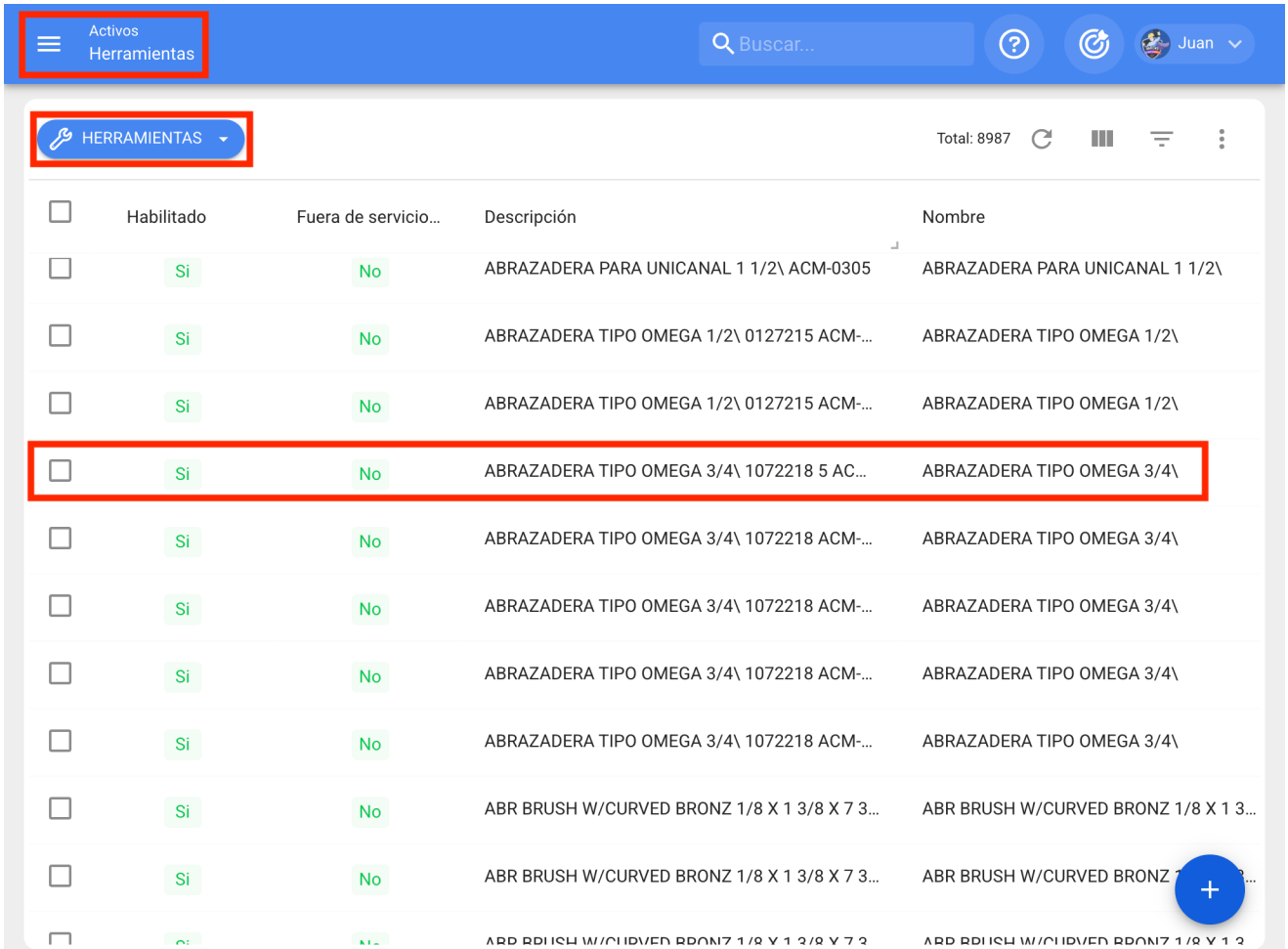
help.fracttal.com/en/articles/6014812-how-to-add-items-to-a-storage-room

In Fracttal there are three ways to link an item to a warehouse, which are explained below:

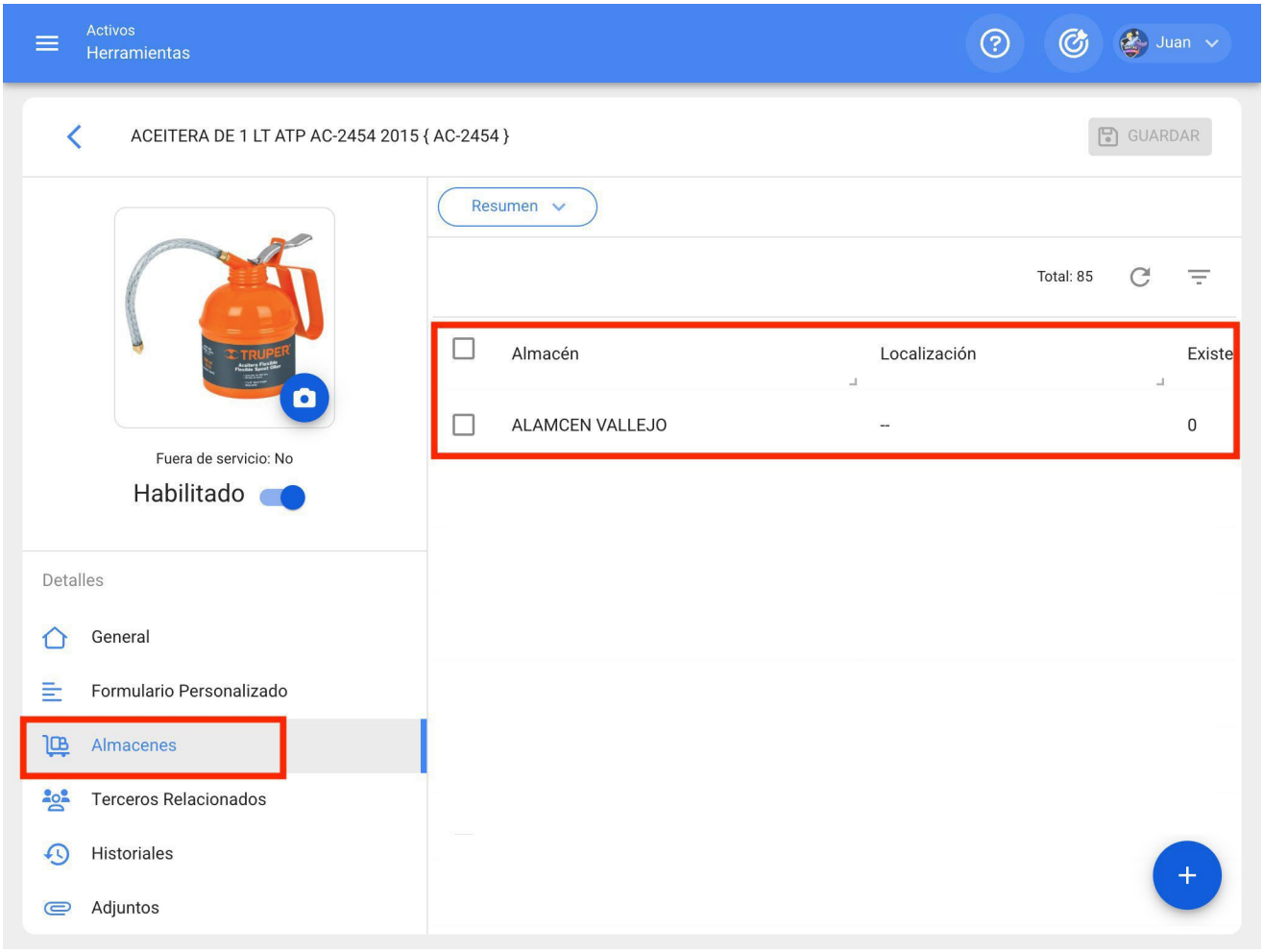
Note: It should be taken into consideration that to add an item to a warehouse you must have previously created the target warehouse, as well as the item you wish to link to that warehouse.

From the Assets Module

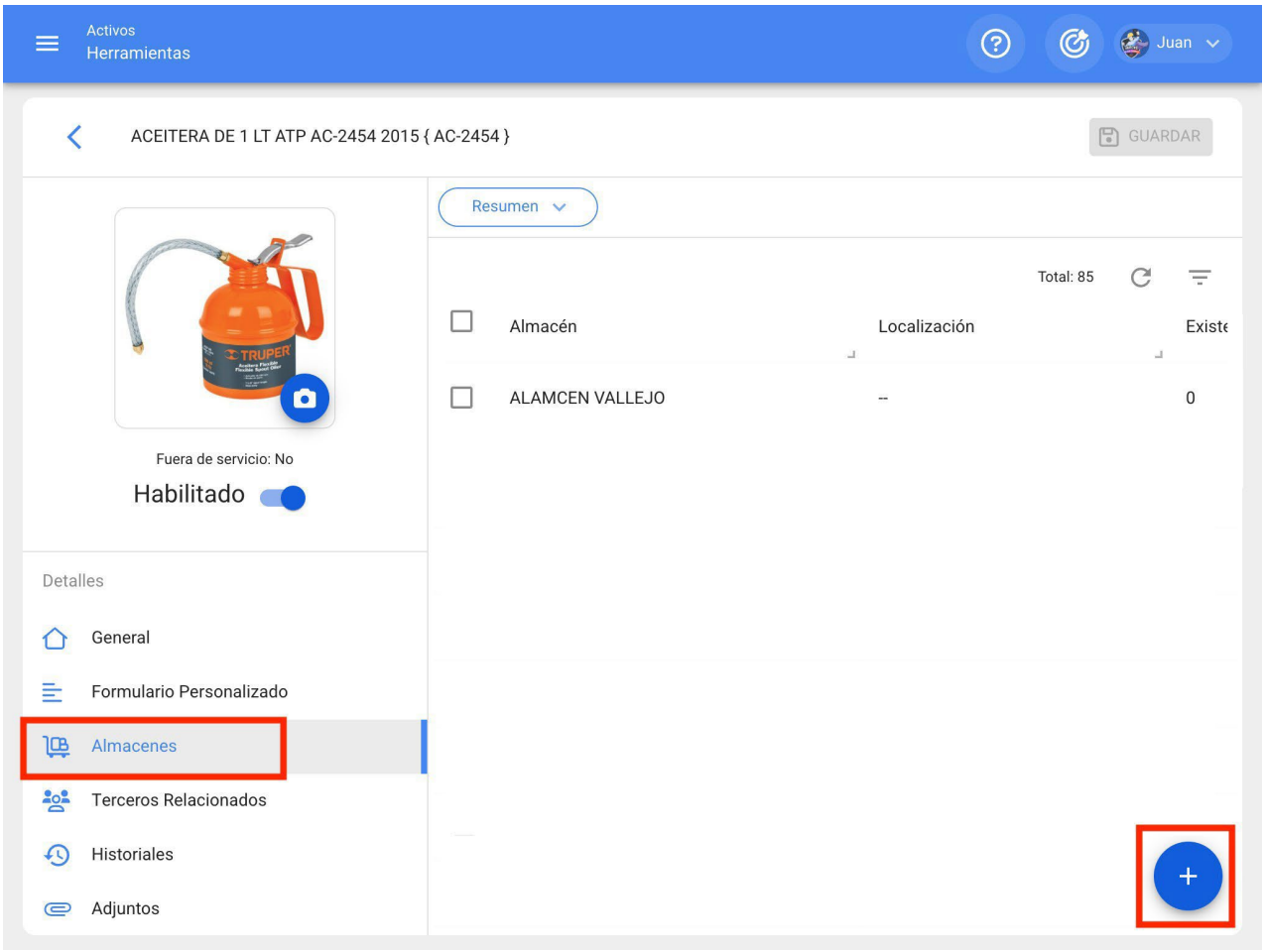
First you must enter the assets module, to locate the item you want to add to the warehouse.

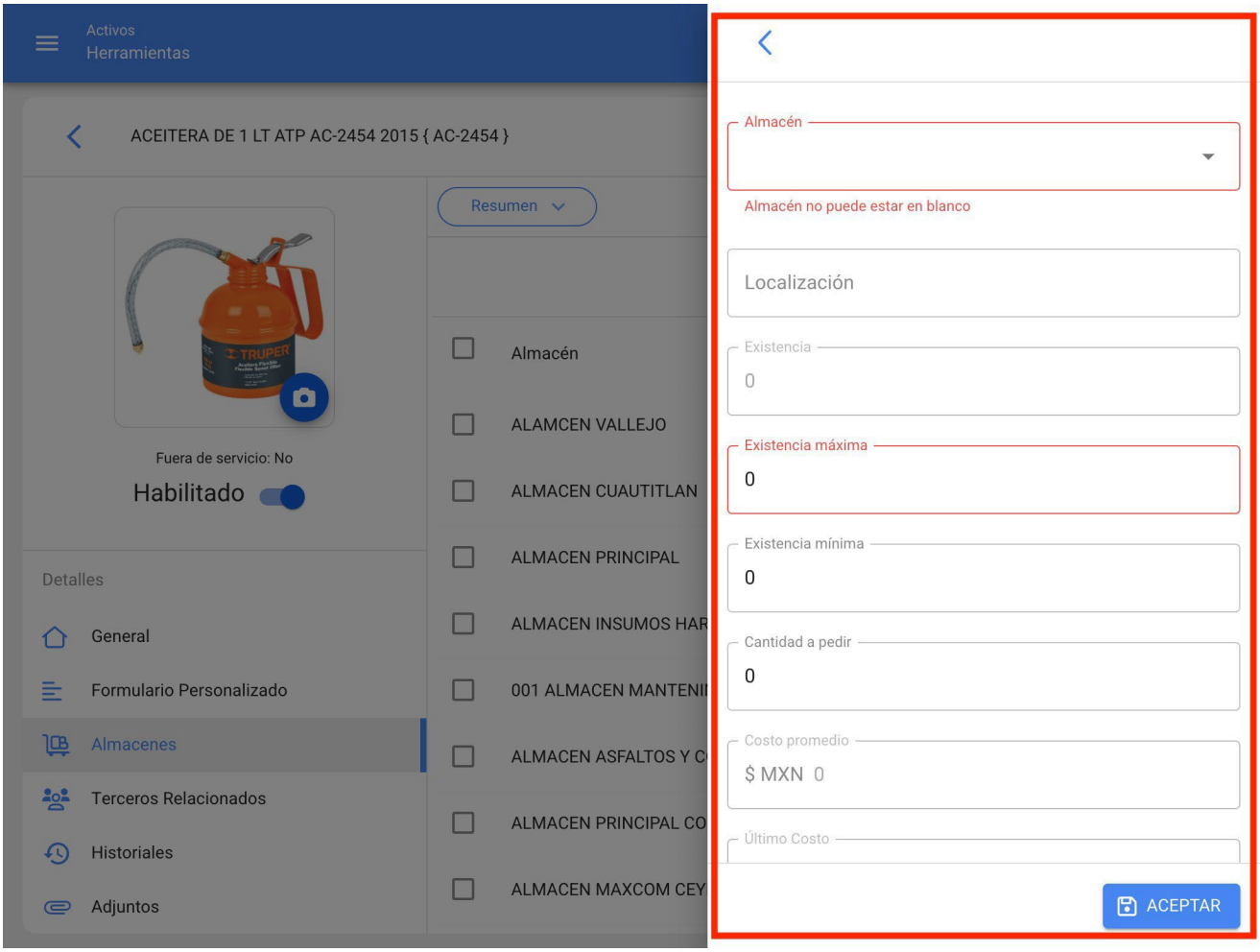


Then click on the asset and go to the "Warehouses" tab, where a list will appear with all the warehouses that contain that item among their stocks as a resource.



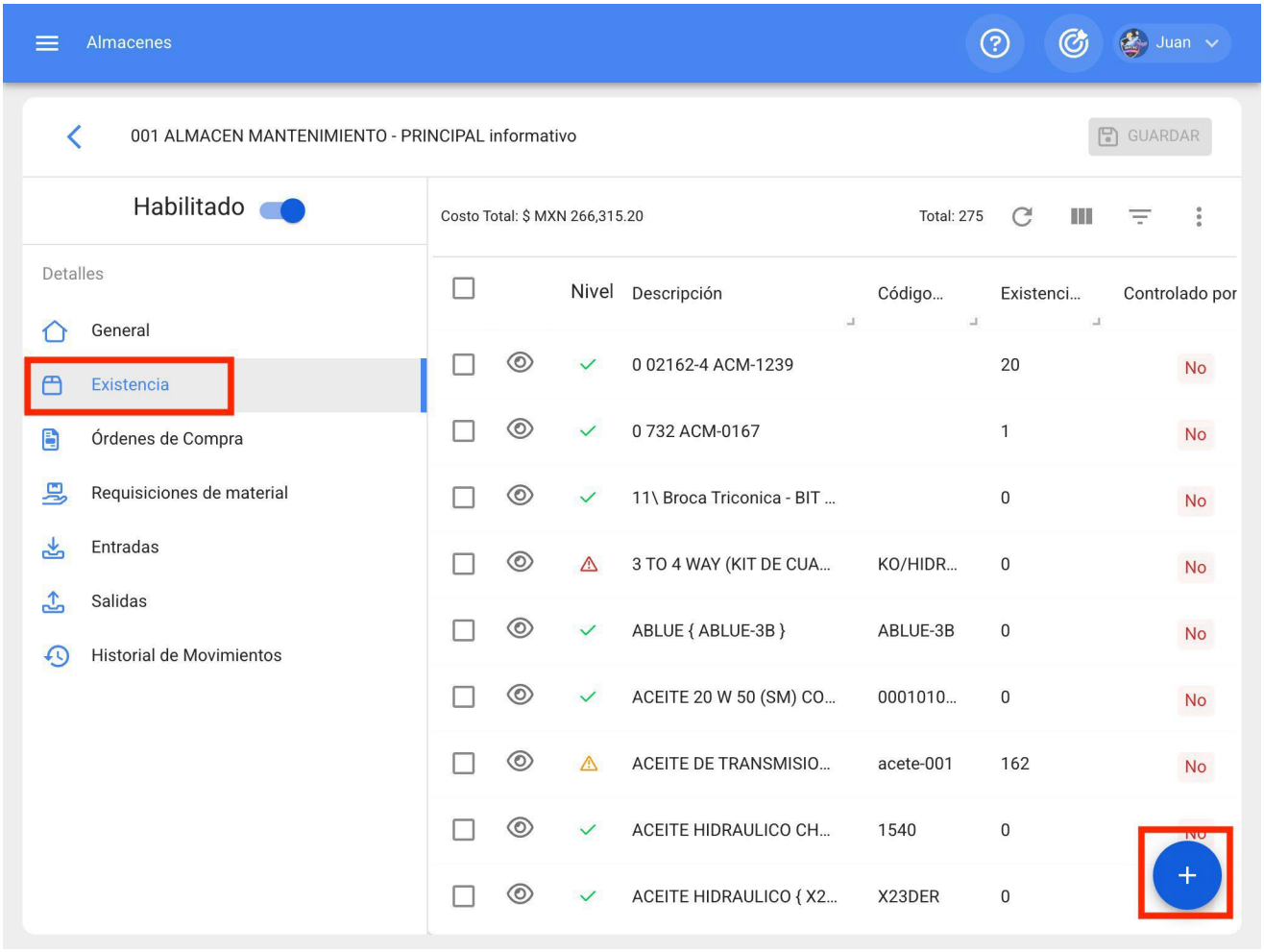
Finally, to add the item to the stock of a warehouse, simply click on the add symbol at the bottom right of the platform, and then complete and select the warehouse to which you wish to add the item.


Activos
Herramientas
Juan
ACEITERA DE 1 LT ATP AC-2454 2015 { AC-2454 }
GUARDAR
Resumen
Total: 85
Almacén
Localización
Existe
ALAMCEN VALLEJO
--
0
Fuera de servicio: No
Habilitado
Detalles
General
Formulario Personalizado
Almacenes
Terceros Relacionados
Historiales
Adjuntos

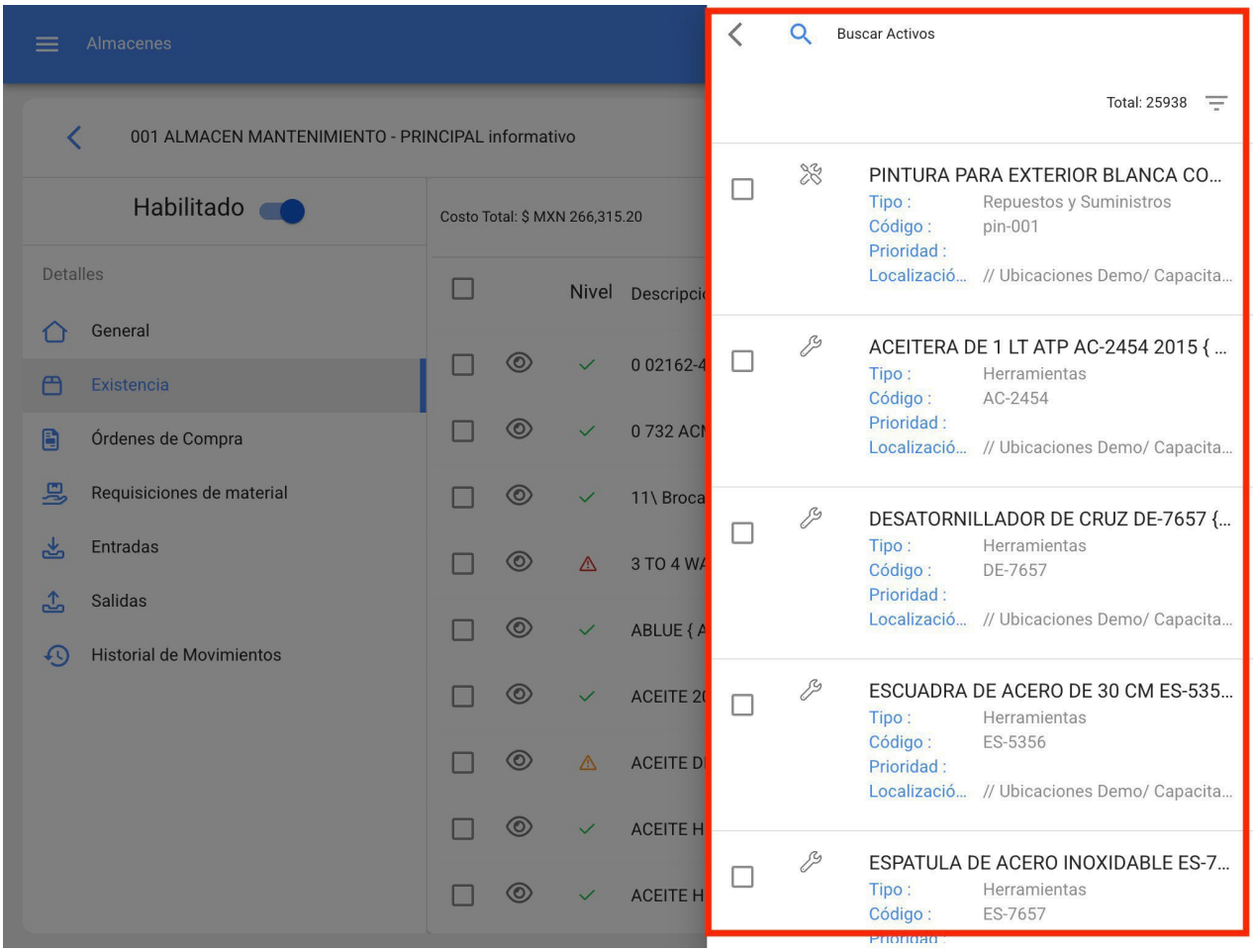


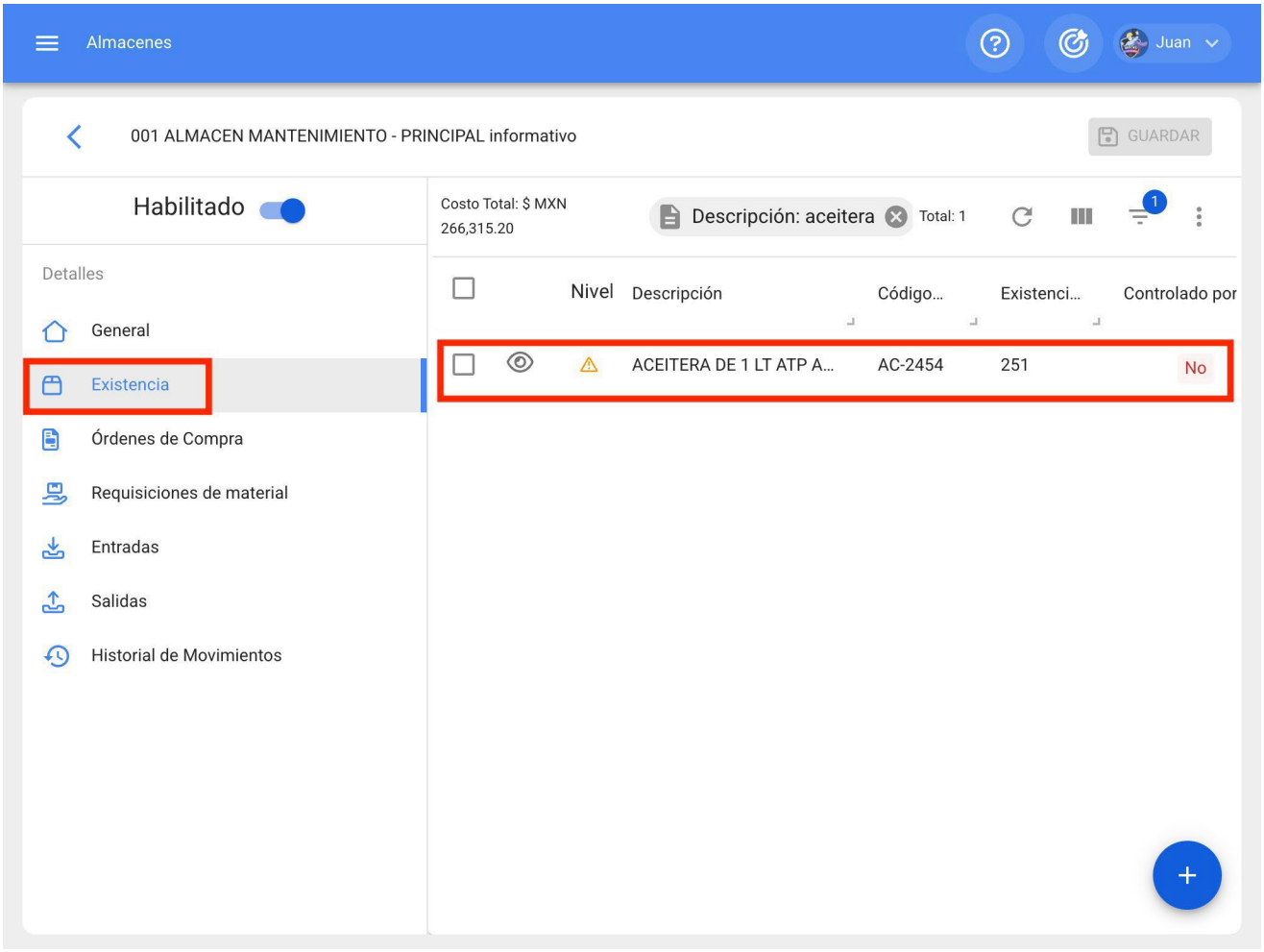
From the warehouse module (manual form)

To add an item directly from the warehouse module, go to the stock tab and then click on the add symbol at the bottom right of the platform.



Then, when you click on it, a window will open where all the items that can be added to the warehouse will be displayed. To do this, just select the item and it will be linked to the warehouse in question.


Almacenes
001 ALMACEN MANTENIMIENTO - PRINCIPAL informativo
Habilitado
Costo Total: $ MXN 266,315.20
Detalles
General
Existencia
Órdenes de Compra
Requisiciones de material
Entradas
Salidas
Historial de Movimientos
Nivel
Buscar Activos
Total: 25938
PINTURA PARA EXTERIOR BLANCA CO...
Tipo : Repuestos y Suministros
Código : pin-001
Prioridad :
Localizació... // Ubicaciones Demo/ Capacita...
ACEITERA DE 1 LT ATP AC-2454 2015 { ...
Tipo : Herramientas
Código : AC-2454
Prioridad :
Localizació... // Ubicaciones Demo/ Capacita...
DESATORNILLADOR DE CRUZ DE-7657 {...
Tipo : Herramientas
Código : DE-7657
Prioridad :
Localizació... // Ubicaciones Demo/ Capacita...
ESCUADRA DE ACERO DE 30 CM ES-535...
Tipo : Herramientas
Código : ES-5356
Prioridad :
Localizació... // Ubicaciones Demo/ Capacita...
ESPATULA DE ACERO INOXIDABLE ES-7...
Tipo : Herramientas
Código : ES-7657

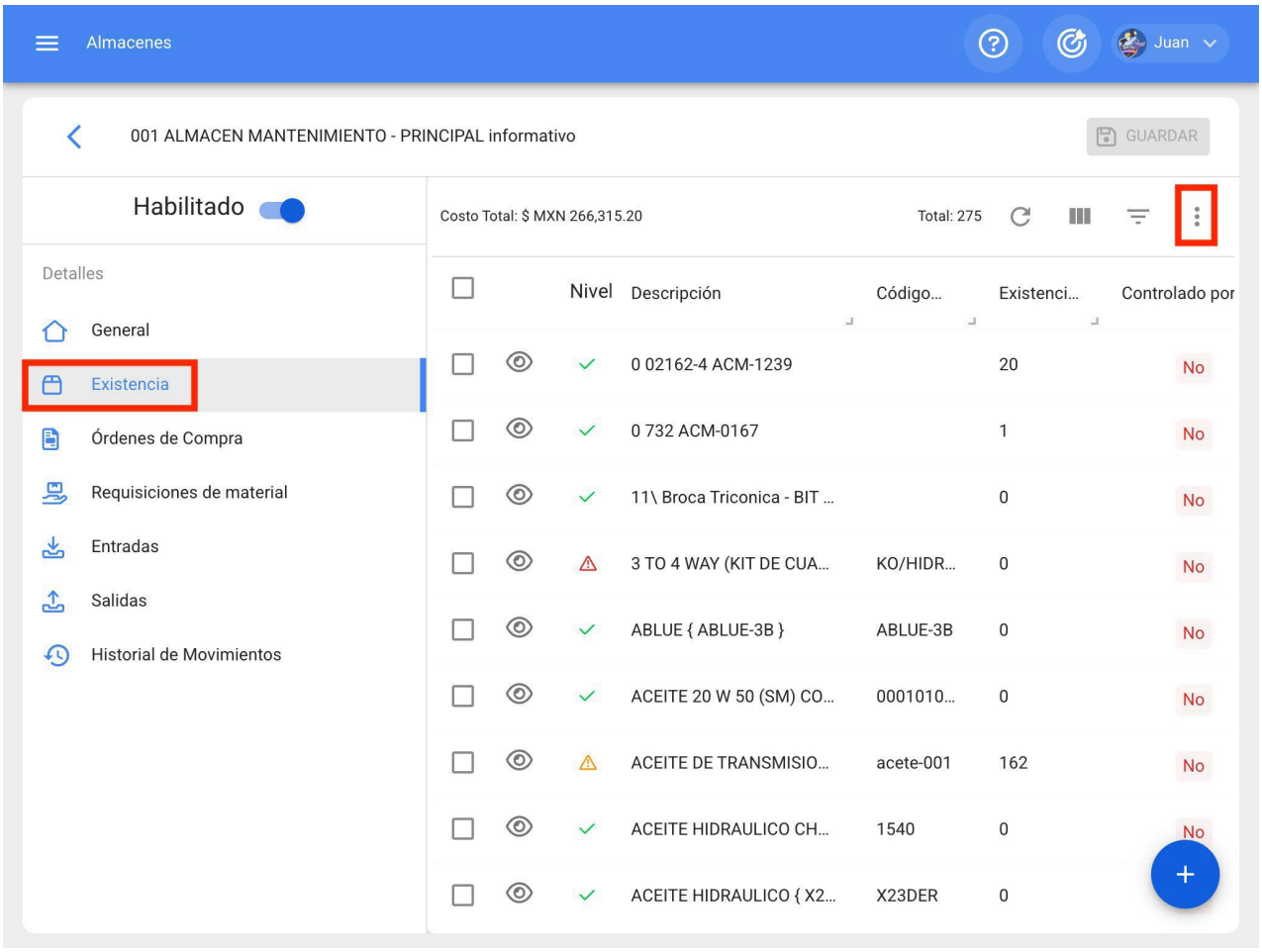


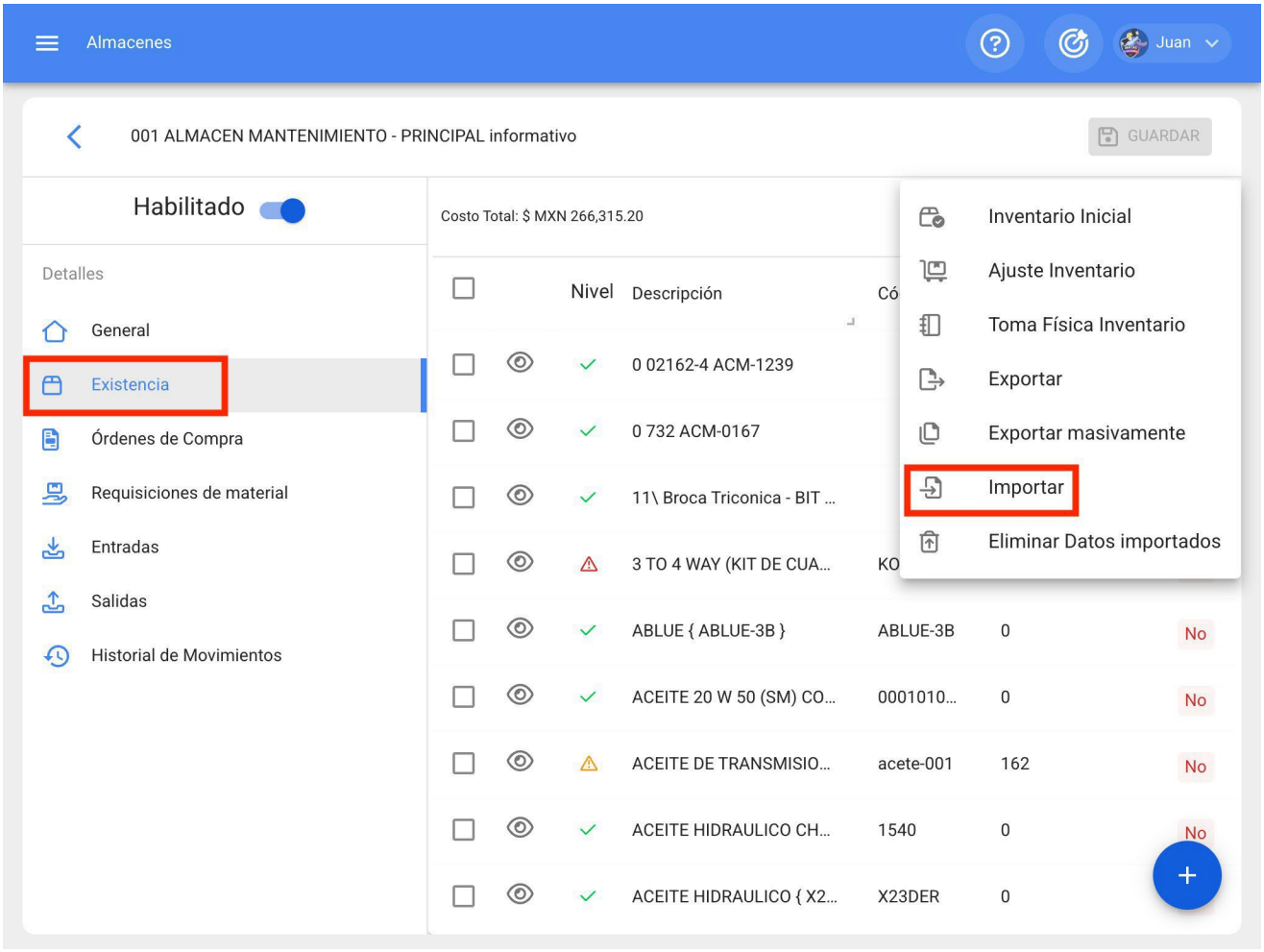
Note: Items that are manually added from the warehouse must be configured with an inventory adjustment to modify their costs and stock within the warehouse in question.

From the warehouse module (mass import)

This is the most recommended way to add items to a warehouse that has not yet made any movements, since in this way the items can be linked massively through an Excel spreadsheet, as well as the stock and unit costs of each item can be uploaded.

To do this, just go to the stock tab and click on the plus menu to click on the "Import" option.


Almacenes
Juan
001 ALMACEN MANTENIMIENTO - PRINCIPAL informativo
GUARDAR
Habilitado
Costo Total: $ MXN 266,315.20
Total: 275
Detalles
General
Existencia
Órdenes de Compra
Requisiciones de material
Entradas
Salidas
Historial de Movimientos
Nivel
Descripción
Código...
Existenci...
Controlado por
0 02162-4 ACM-1239
20
No
0 732 ACM-0167
1
No
11\ Broca Triconica - BIT ...
0
No
3 TO 4 WAY (KIT DE CUA...
KO/HIDR...
0
No
ABLUE { ABLUE-3B }
ABLUE-3B
0
No
ACEITE 20 W 50 (SM) CO...
0001010...
0
No
ACEITE DE TRANSMISIO...
acete-001
162
No
ACEITE HIDRAULICO CH...
1540
0
No
ACEITE HIDRAULICO { X2...
X23DER
0



Note: For more information on how this process should be carried out, see the section on imports.

How to make stock adjustments in a warehouse?

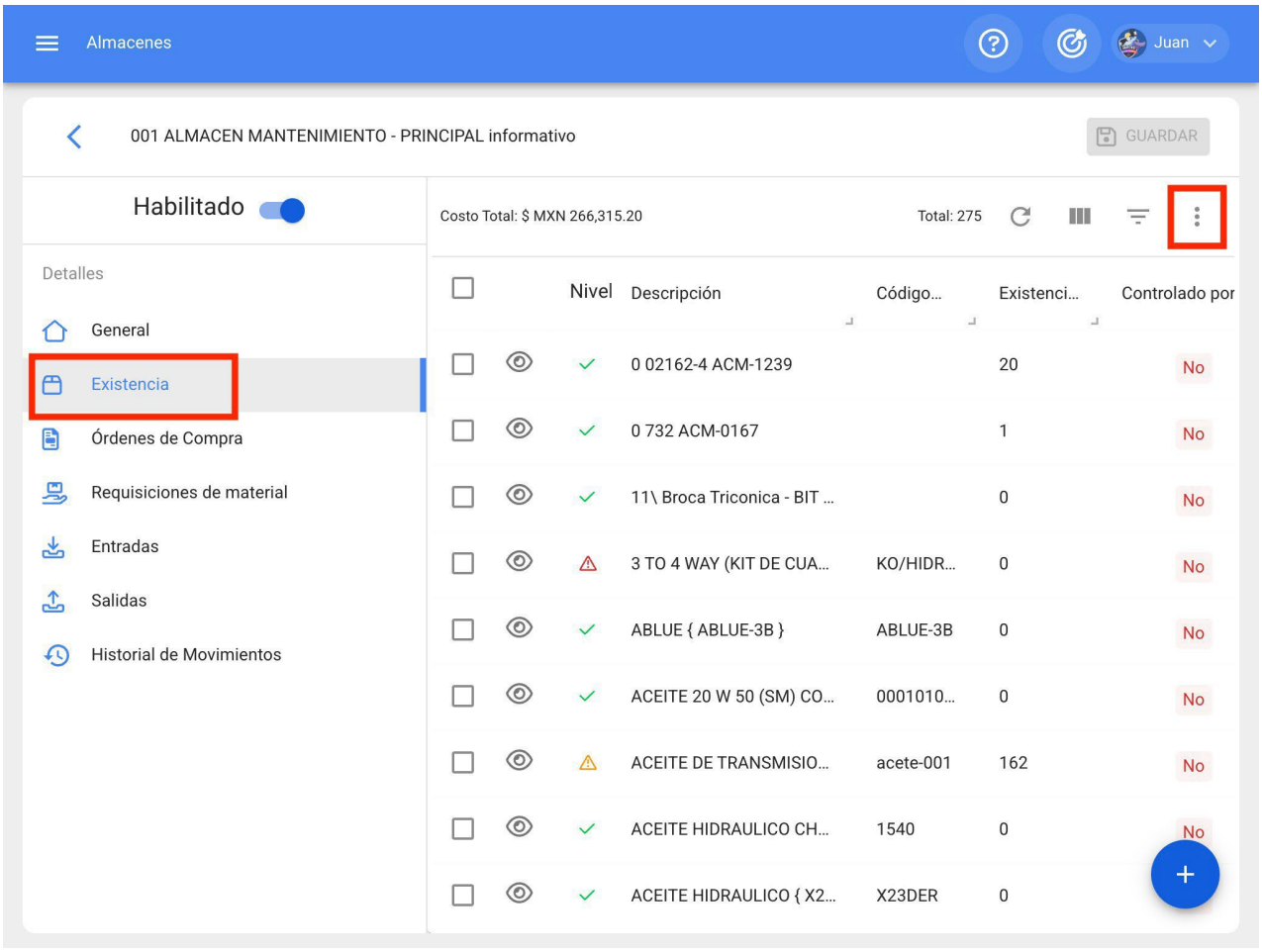
help.fracttal.com/en/articles/6014842-how-to-stock-stock-settings-in-a-storage-room

In Fracttal's warehouse module it is possible to make different types of adjustments to the stock of items, these types are mentioned below:

- **Initial Inventory:** Corresponds to the initial movement of the warehouse, where the first history of movements in the warehouse is established and recorded. Ideally, it is at this stage that the massive import of resources through Excel spreadsheets should be carried out, since this import can only be done once, as well as the initial inventory (these processes can only be executed once in the system, before registering any movement in the warehouse).
- **Inventory Adjustment:** Type of movement that allows adjustments to be made to both the cost and quantities in the warehouse.
- **Physical Inventory:** Type of movement that allows only quantity adjustments to be made, without being able to modify the average unit cost of existing items.

Note: It is important to mention that the unit costs of the existing items within the warehouses are valued by means of the average entry costs.

To make any type of adjustment to a warehouse, you must enter the stock and then drop down the menu of options that you will find in the upper right part of the screen.


Almacenes
Juan
001 ALMACEN MANTENIMIENTO - PRINCIPAL informativo
GUARDAR
Habilitado
Costo Total: $ MXN 266,315.20
Total: 275
Detalles
General
Existencia
Órdenes de Compra
Requisiciones de material
Entradas
Salidas
Historial de Movimientos
Nivel
Descripción
Código...
Existenci...
Controlado por
0 02162-4 ACM-1239
20
No
0 732 ACM-0167
1
No
11\ Broca Triconica - BIT ...
0
No
3 TO 4 WAY (KIT DE CUA...
KO/HIDR...
0
No
ABLUE { ABLUE-3B }
ABLUE-3B
0
No
ACEITE 20 W 50 (SM) CO...
0001010...
0
No
ACEITE DE TRANSMISIO...
acete-001
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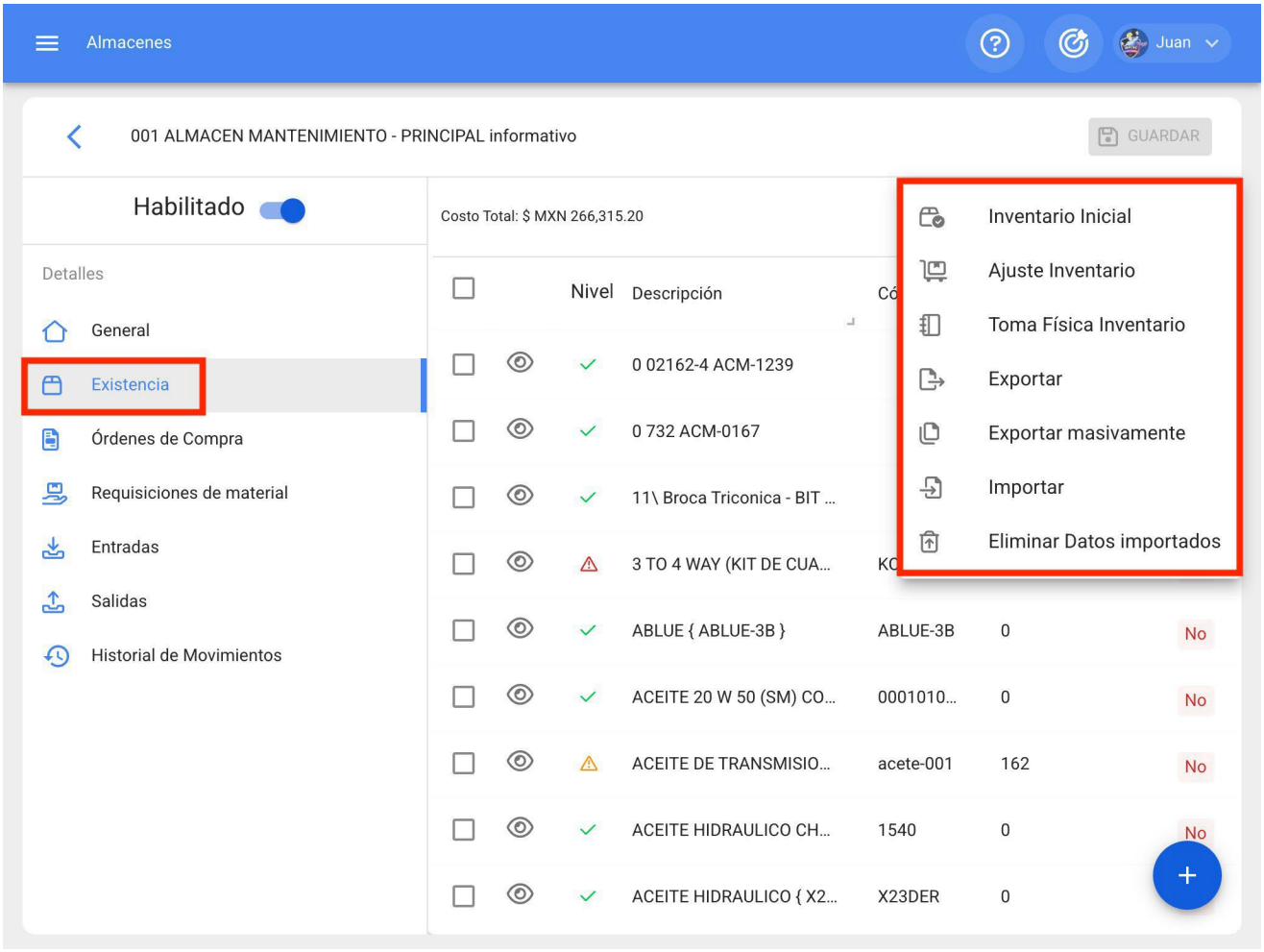
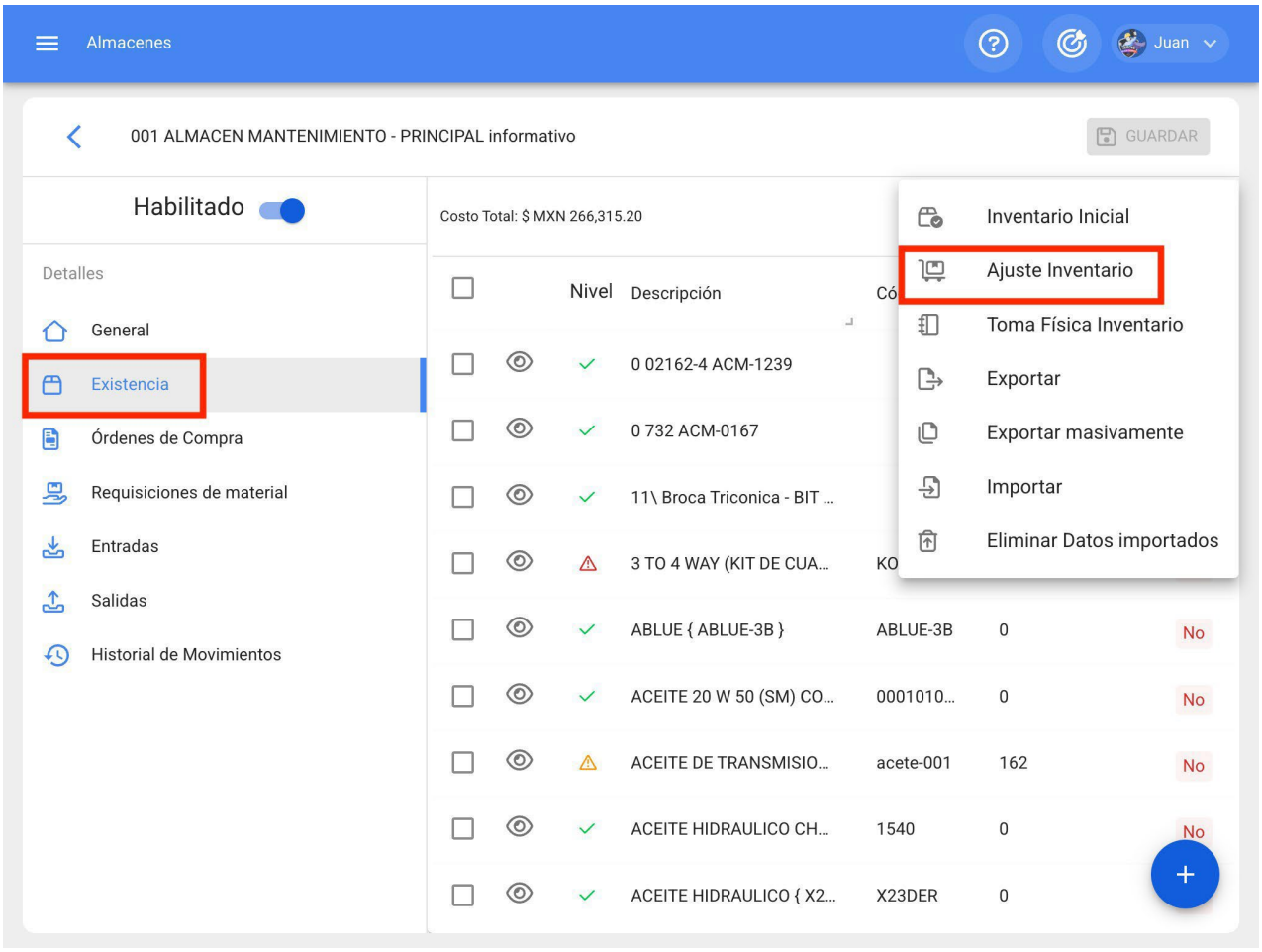
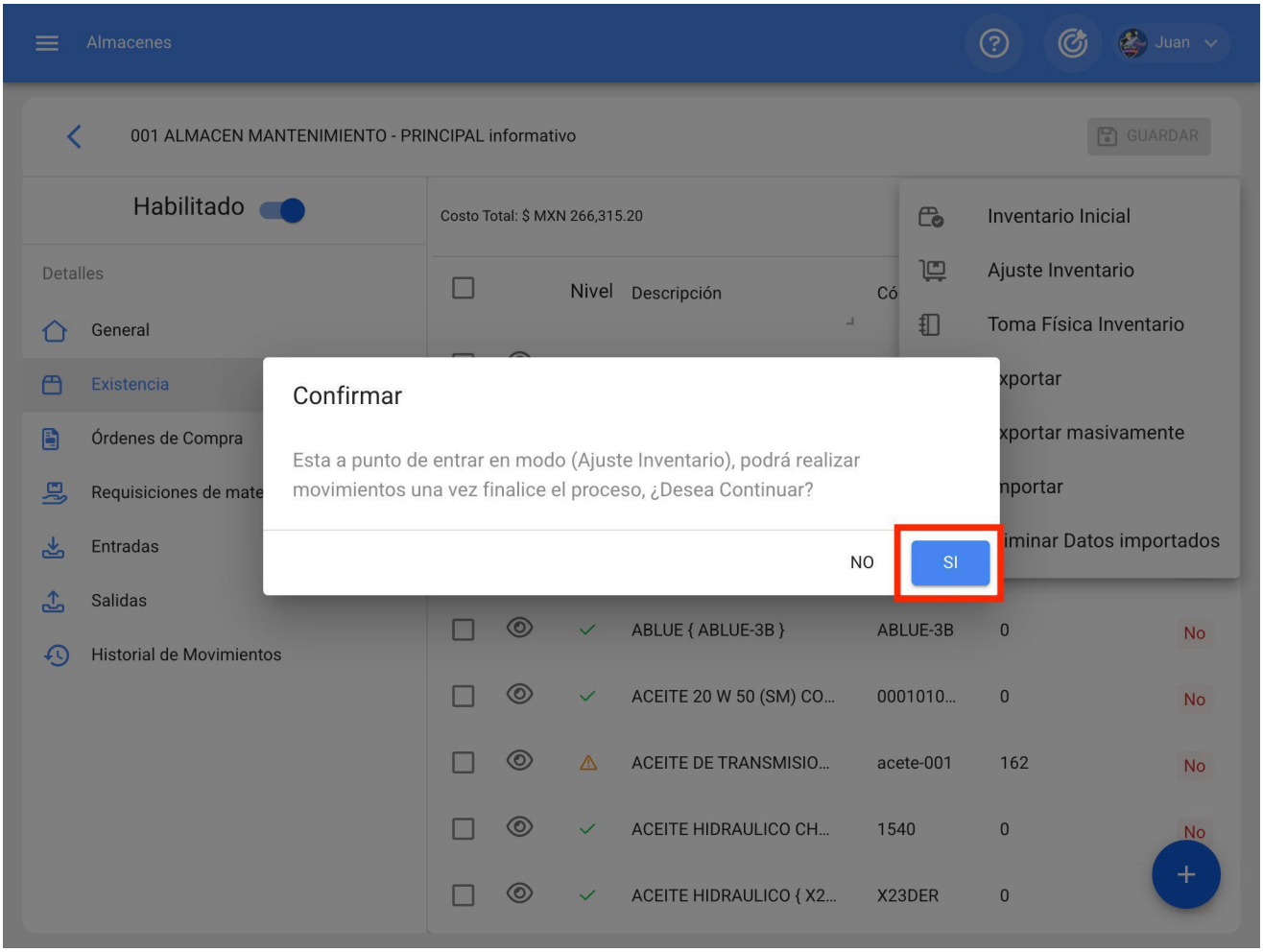
No
ACEITE HIDRAULICO CH...
1540
0
No
ACEITE HIDRAULICO { X2...
X23DER
0

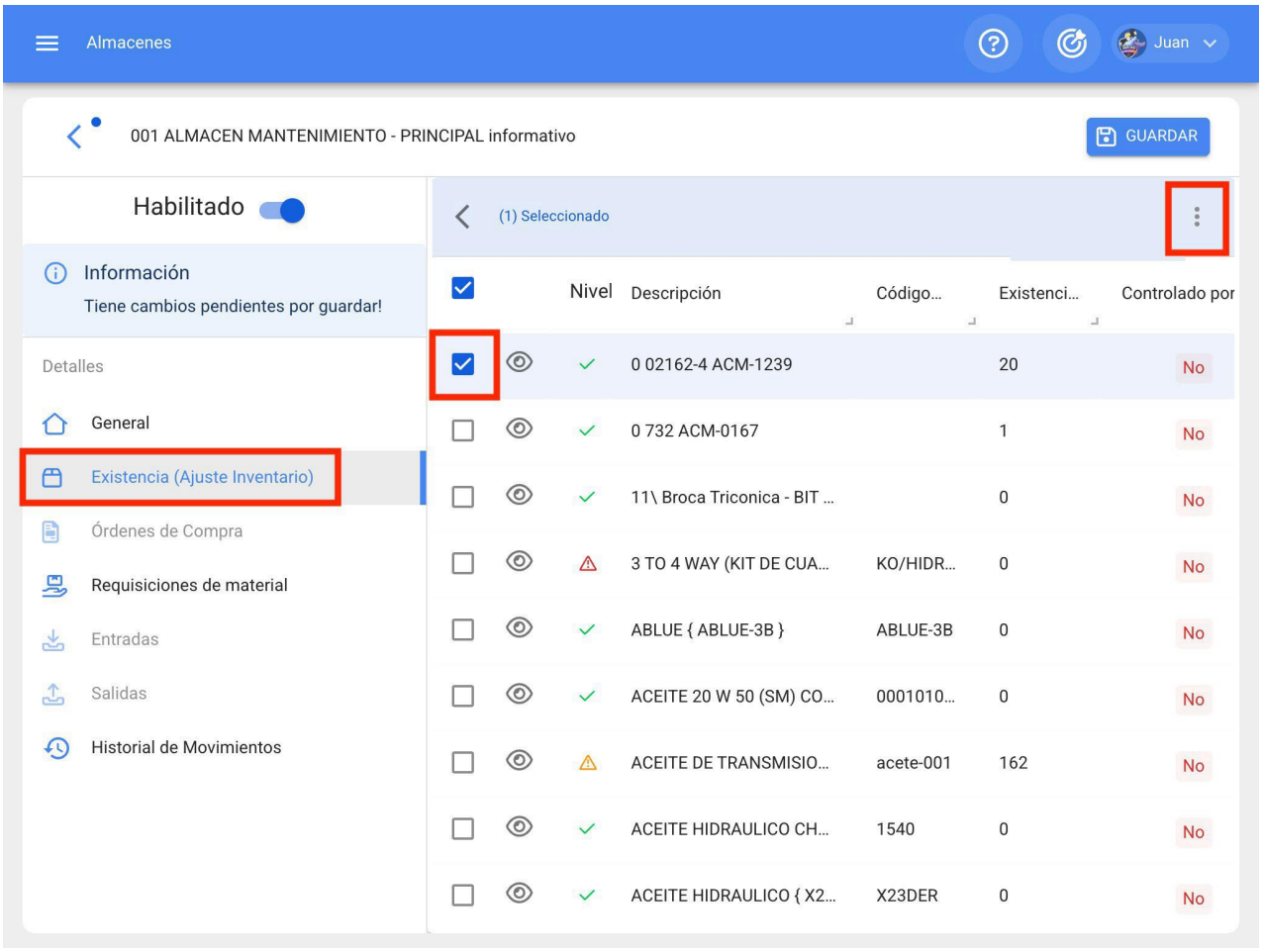


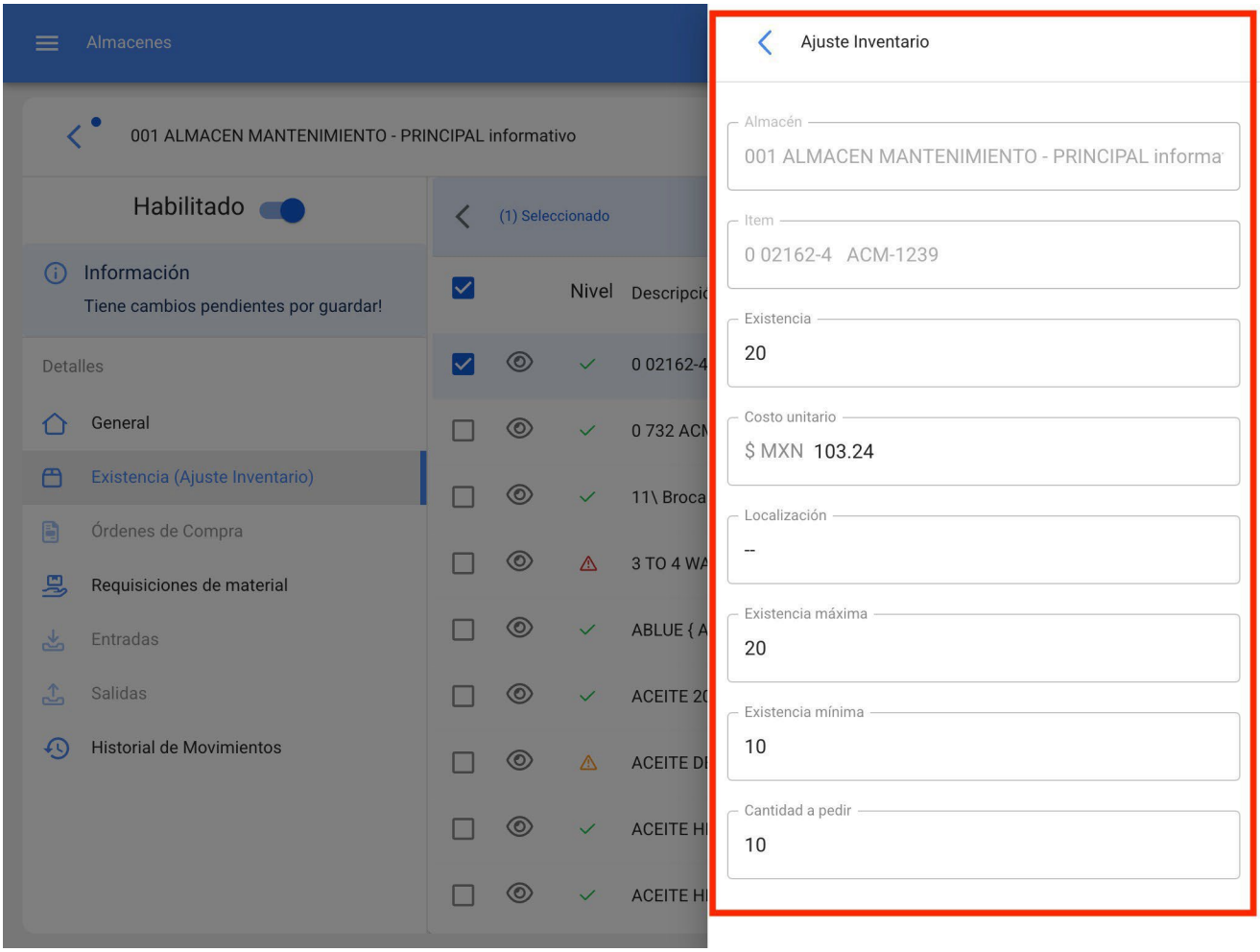
Then select the type of adjustment to be made by clicking on the option in question, so that the system enters the editing mode (when an adjustment is made, the main menu of the warehouse is momentarily blocked until the process is completed).


Almacenes
Juan
001 ALMACEN MANTENIMIENTO - PRINCIPAL informativo
GUARDAR
Habilitado
Costo Total: $ MXN 266,315.20
Detalles
General
Existencia
Órdenes de Compra
Requisiciones de material
Entradas
Salidas
Historial de Movimientos
Nivel
Descripción
Inventario Inicial
Ajuste Inventario
Toma Física Inventario
Exportar
Exportar masivamente
Importar
Eliminar Datos importados
0 02162-4 ACM-1239
0 732 ACM-0167
11\ Broca Triconica - BIT ...
3 TO 4 WAY (KIT DE CUA...
ABLUE { ABLUE-3B }
ABLUE-3B
0
No
ACEITE 20 W 50 (SM) CO...
0001010...
ACEITE DE TRANSMISIO...
acete-001
162
ACEITE HIDRAULICO CH...
1540
ACEITE HIDRAULICO { X2...
X23DER

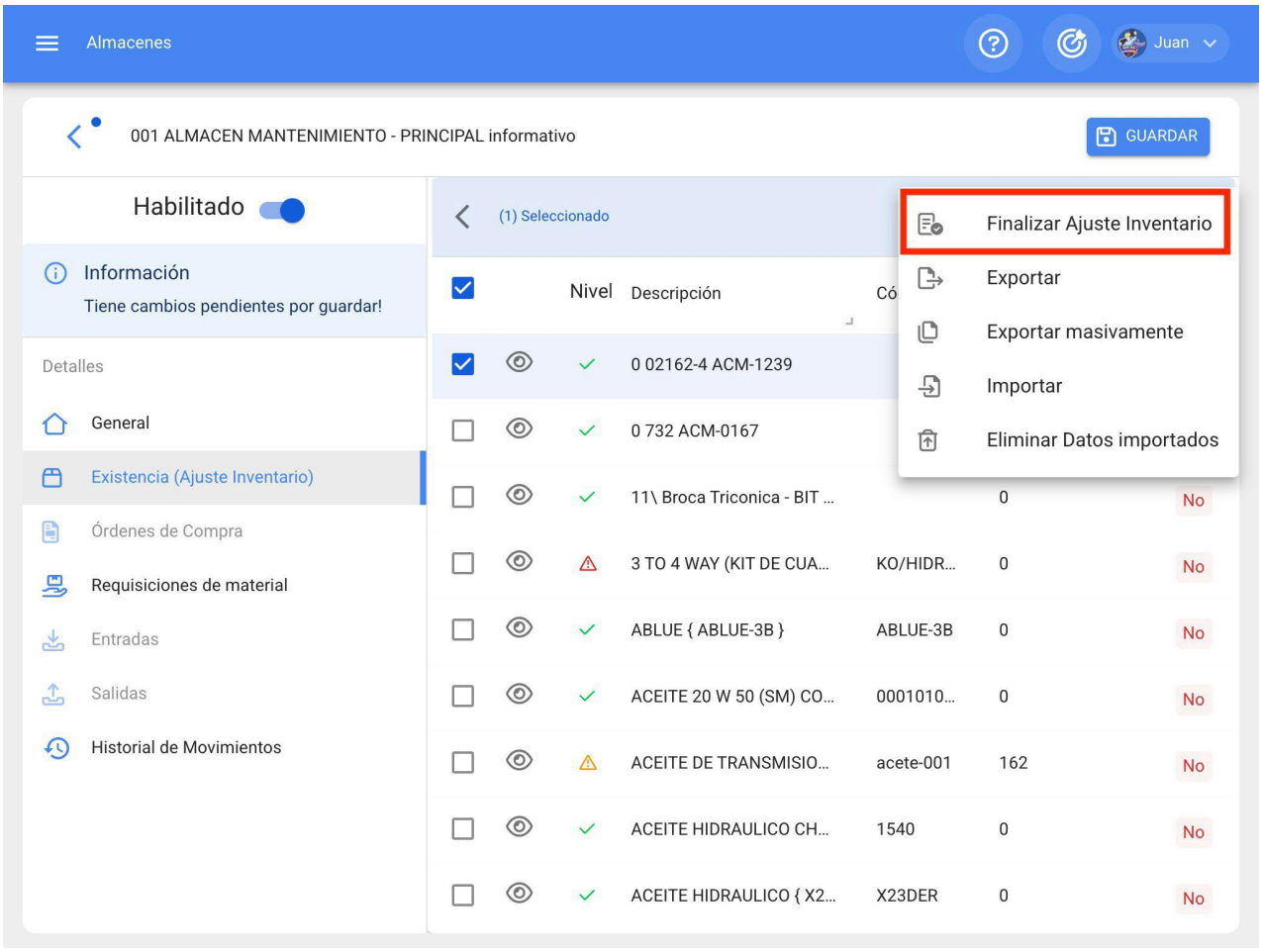


Once the system enters edit mode, you can select the item to be modified and make the corresponding changes.


Almacenes
Juan
001 ALMACEN MANTENIMIENTO - PRINCIPAL informativo
GUARDAR
Habilitado
Información
Tiene cambios pendientes por guardar!
Detalles
General
Existencia (Ajuste Inventario)
Órdenes de Compra
Requisiciones de material
Entradas
Salidas
Historial de Movimientos
(1) Seleccionado
Nivel
Descripción
Código...
Existenci...
Controlado por
0 02162-4 ACM-1239 20 No
0 732 ACM-0167 1 No
11\ Broca Triconica - BIT ... 0 No
3 TO 4 WAY (KIT DE CUA... KO/HIDR... 0 No
ABLUE { ABLUE-3B } ABLUE-3B 0 No
ACEITE 20 W 50 (SM) CO... 0001010... 0 No
ACEITE DE TRANSMISIO... acete-001 162 No
ACEITE HIDRAULICO CH... 1540 0 No
ACEITE HIDRAULICO { X2... X23DER 0 No



Finally, once the settings for the items in question have been made, the menu must be displayed and the end process clicked, so that the warehouse exits the editing mode.

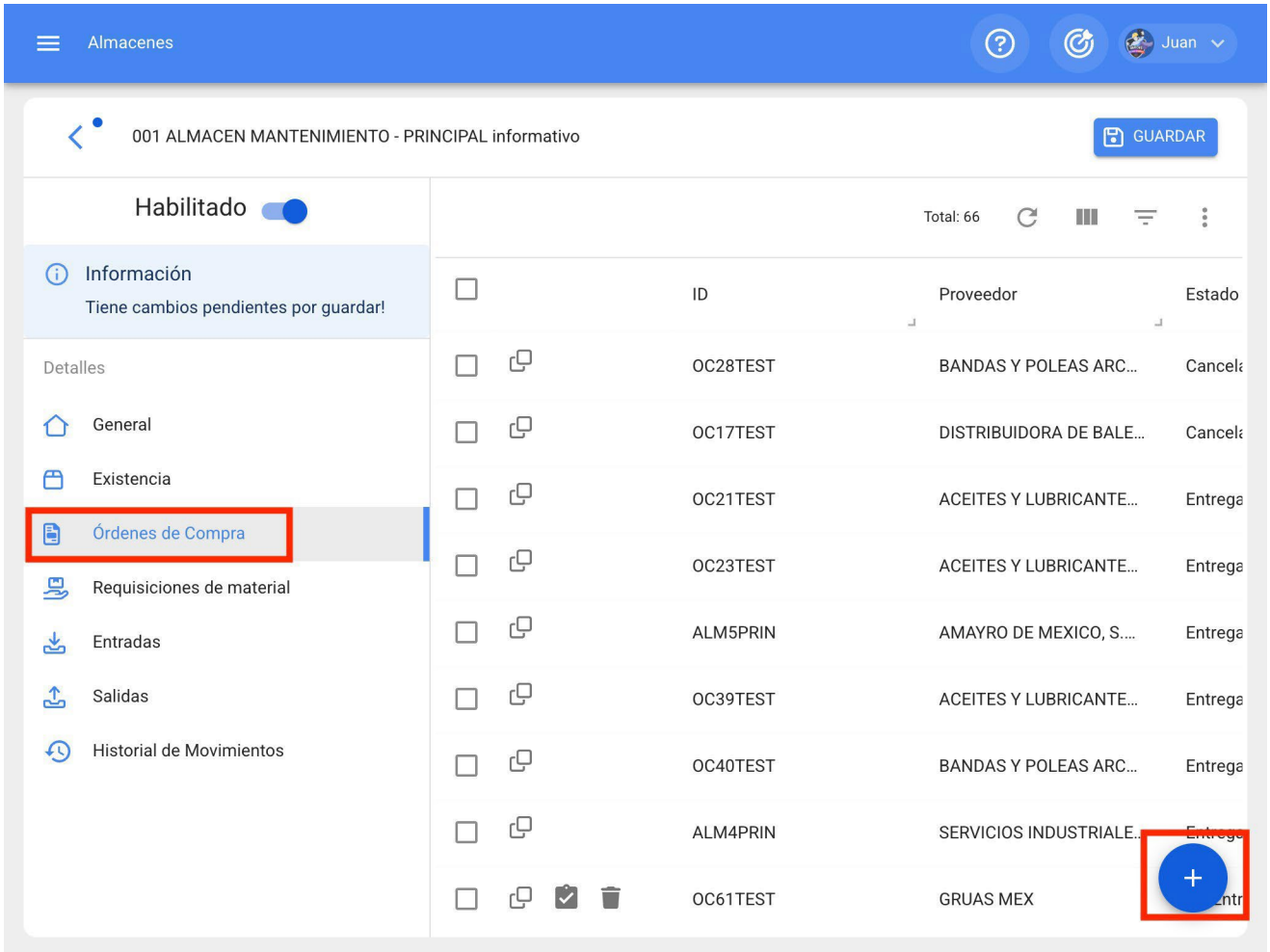

Almacenes
Juan
001 ALMACEN MANTENIMIENTO - PRINCIPAL informativo
GUARDAR
Habilitado
Información
Tiene cambios pendientes por guardar!
Detalles
General
Existencia (Ajuste Inventario)
Órdenes de Compra
Requisiciones de material
Entradas
Salidas
Historial de Movimientos
(1) Seleccionado
Finalizar Ajuste Inventario
Exportar
Exportar masivamente
Importar
Eliminar Datos importados
Nivel
Descripción
0 02162-4 ACM-1239
0 732 ACM-0167
11\ Broca Triconica - BIT ...
3 TO 4 WAY (KIT DE CUA...
KO/HIDR...
ABLUE { ABLUE-3B }
ABLUE-3B
ACEITE 20 W 50 (SM) CO...
0001010...
ACEITE DE TRANSMISIO...
acete-001
ACEITE HIDRAULICO CH...
1540
ACEITE HIDRAULICO { X2...
X23DER
No

How to create a purshase order?

help.fracttal.com/en/articles/6014918-how-to-create-a-purchase-order

A purchase order is a document issued by the buyer to request an item from a supplier. It is important to mention that, in order to generate a purshase order in the system, the supplier must be previously registered in the third parties module, and the item to be added to the purchase order must be linked to the stock of the warehouse in question.

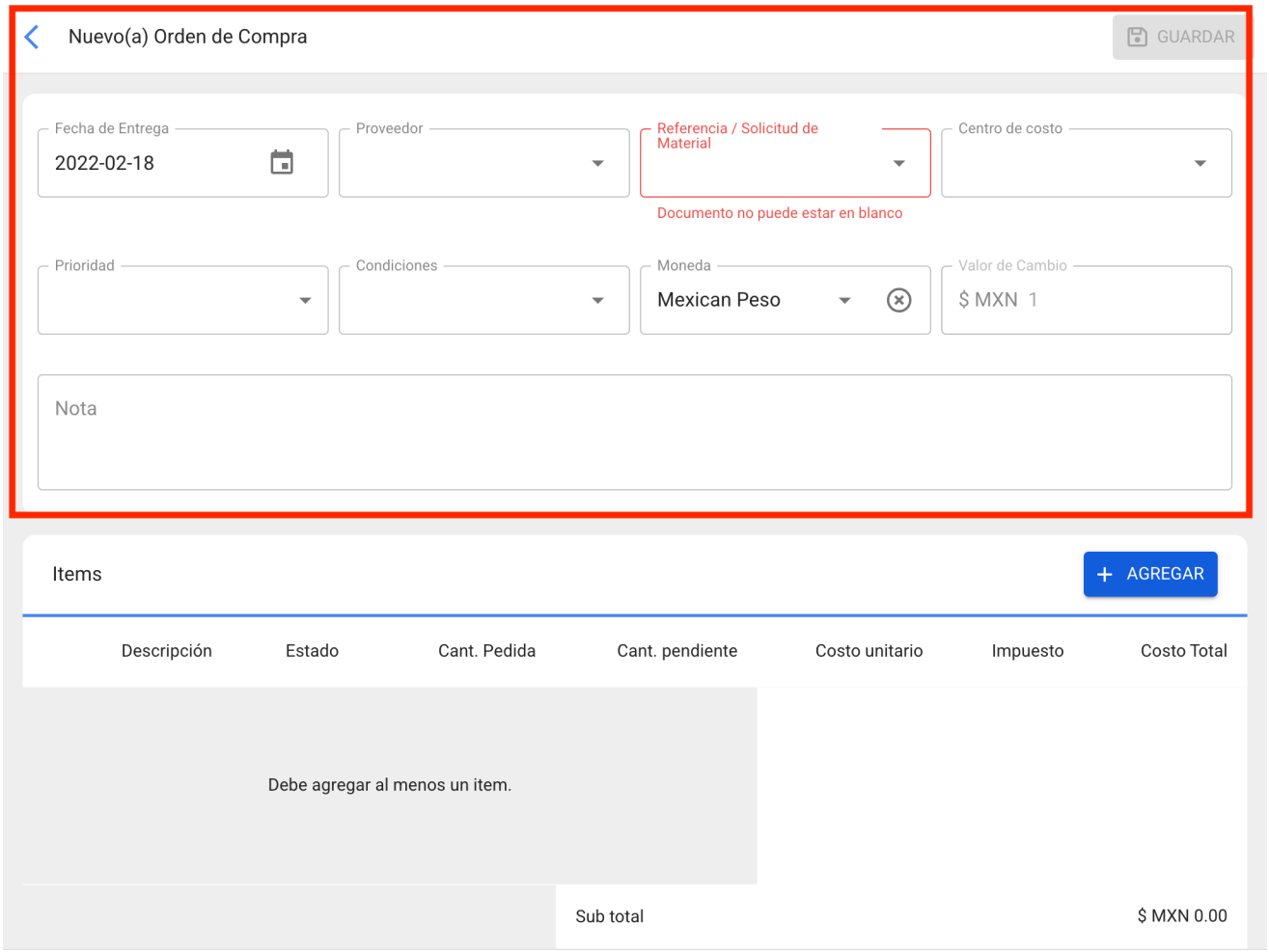
To generate a purshase order you must first go to the purshase order tab and then click on the add symbol at the bottom right of the platform.



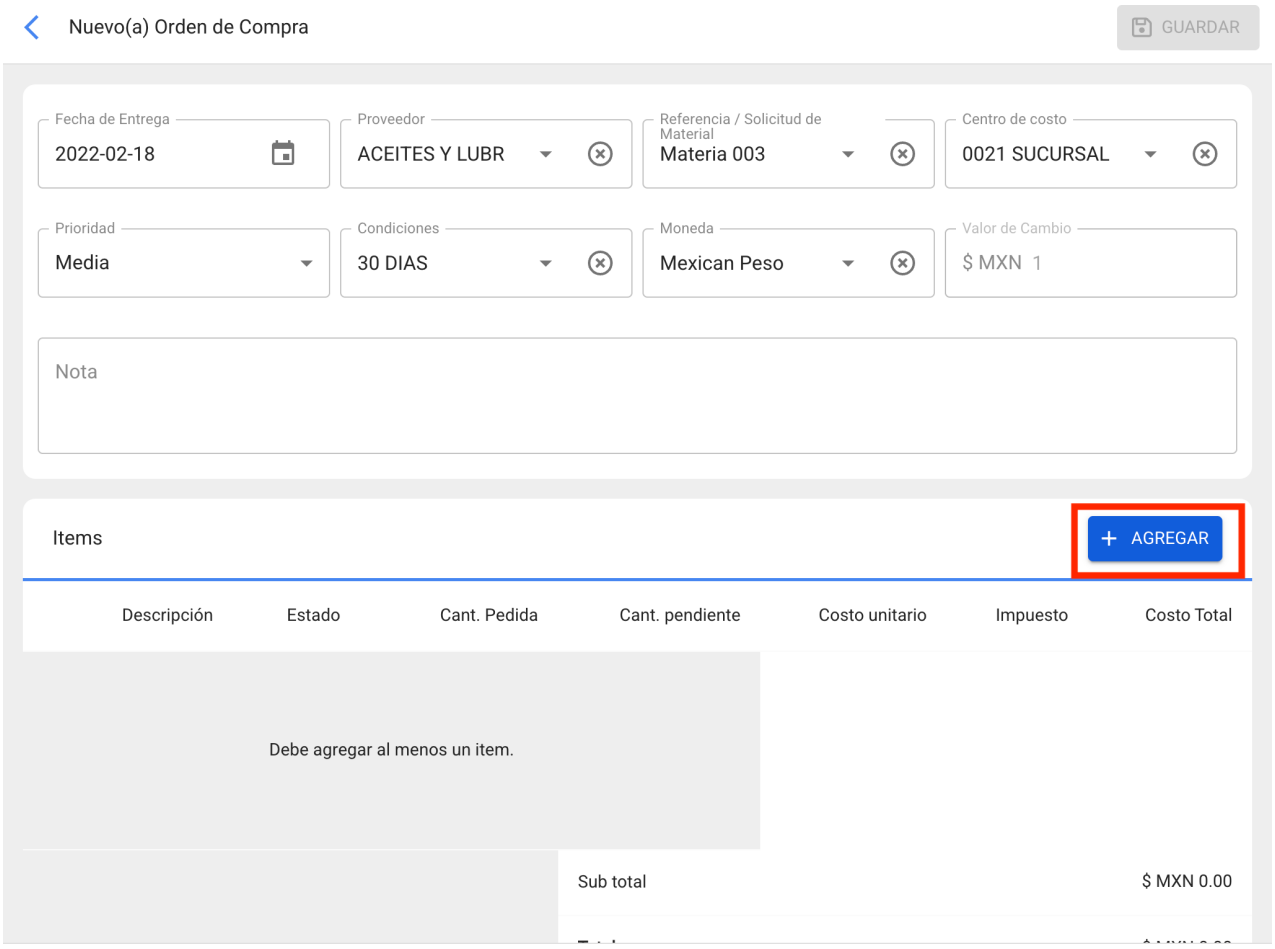
After clicking, a new window will open where all the parameters related to the purchase order to be generated must be set:

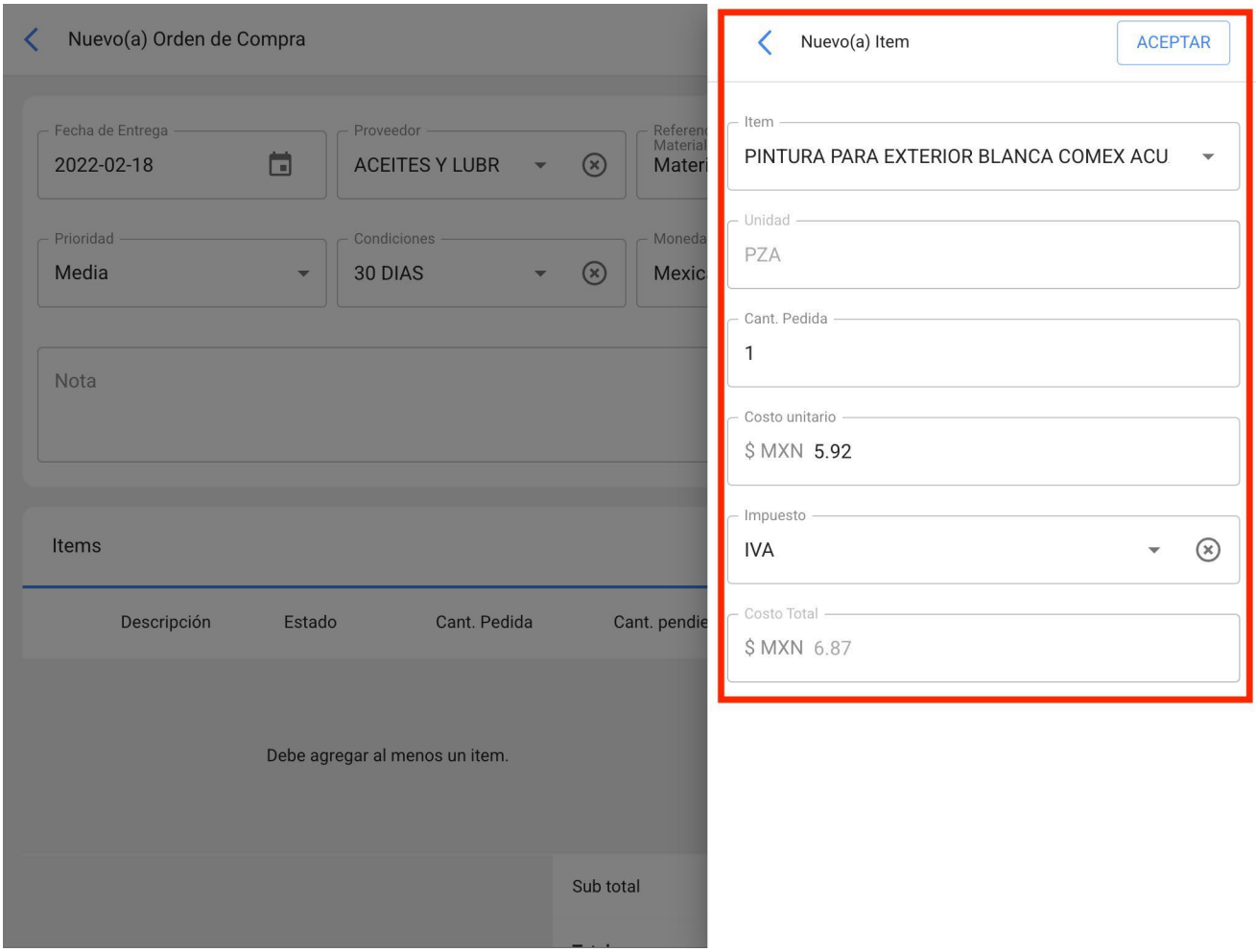
- **Supplier:** Catalog with the list of all the third parties that are suppliers of inputs and that can be selected at the time of generating the purchase order.

- **Cost Center:** Catalog where you can choose to which cost center the purchase of these materials will be associated.
- **Delivery Date:** Date on which delivery of the items to be purchased is stipulated.
- **Reference / Material Request:** Document number that refers to the purchase order (it can be the reference of a purchase request, if this functionality is contracted). In addition, the reference can be useful when generating the material entry to the warehouse.
- **Priority:** Priority of the purshase order.
- **Terms and Conditions:** Catalog of purchase conditions.
- **Currency:** Type of currency in which the material purchase is made. This list will depend on the catalog previously created in the Configuration-Financial module.
- **Exchange Value:** Conversion between the main currency handled in the system and the other currencies in which transactions can be made (the conversion can be set in the Configuration-Financial module).
- **Note:** Notes associated with the generated purshase order.

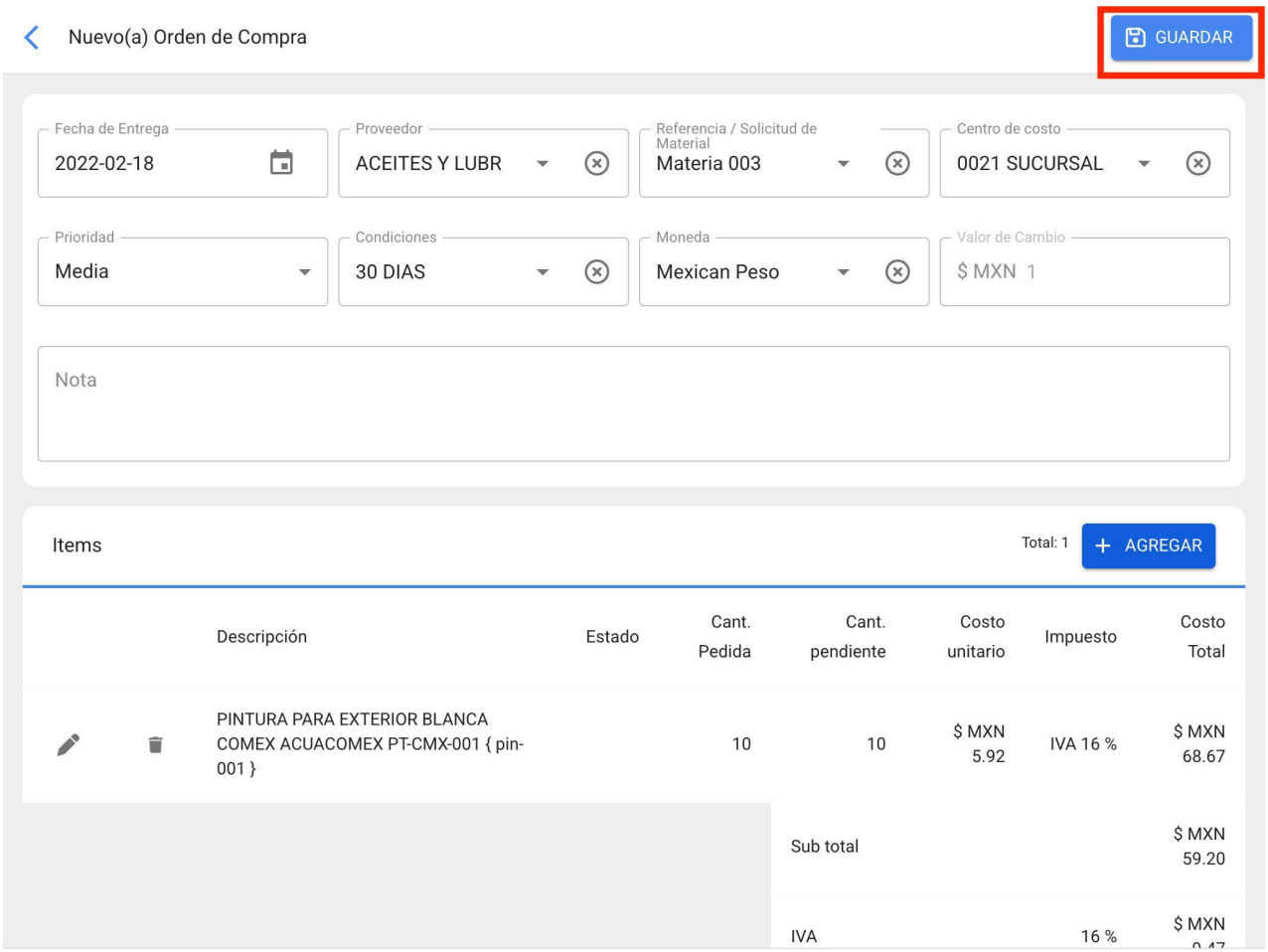


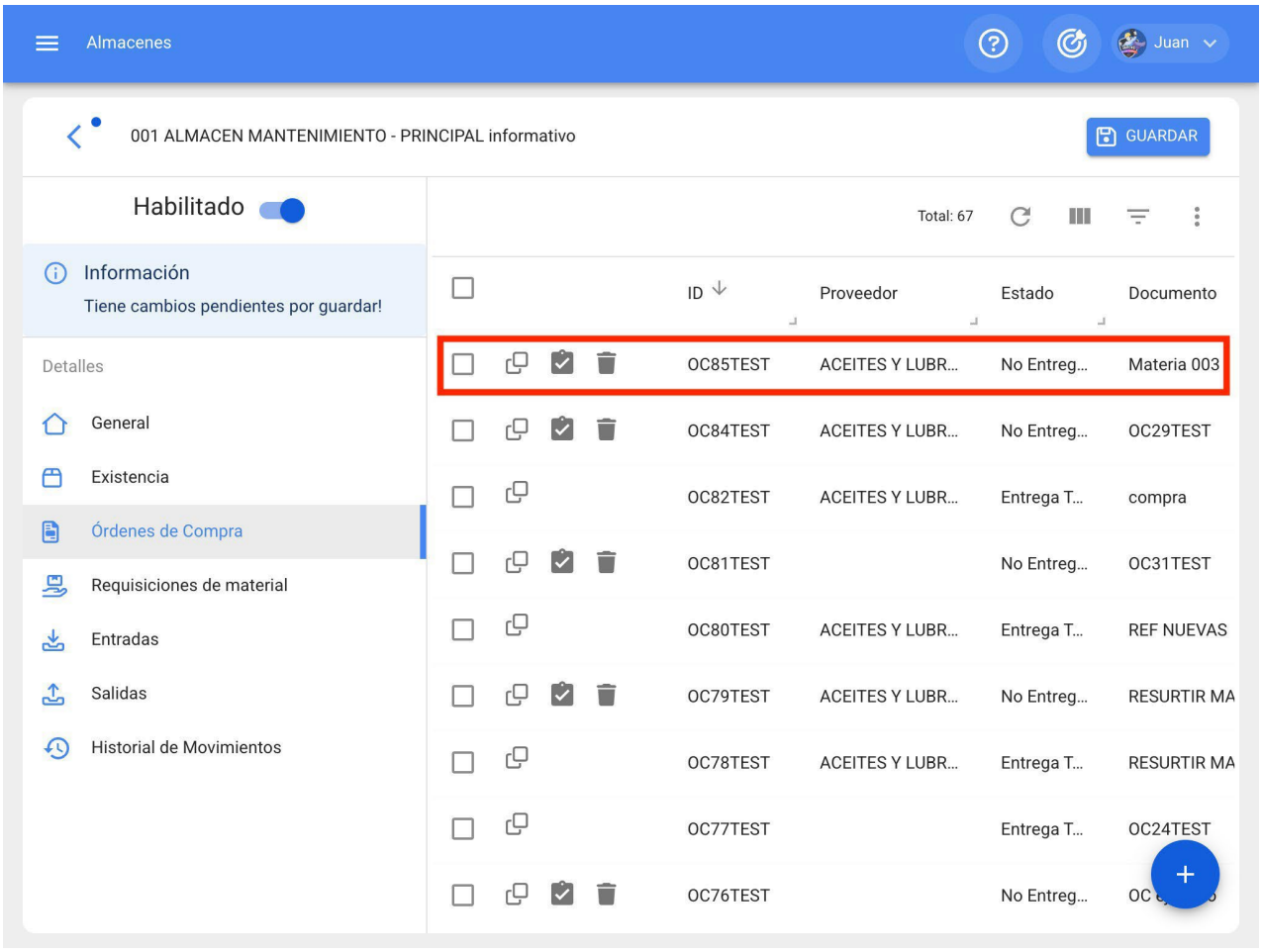
After completing the information, you must add the items you wish to place in the purshase order by clicking on the add symbol at the bottom right of the platform.


Nuevo(a) Orden de Compra
GUARDAR
Fecha de Entrega
2022-02-18
Proveedor
ACEITES Y LUBR
Referencia / Solicitud de Material
Materia 003
Centro de costo
0021 SUCURSAL
Prioridad
Media
Condiciones
30 DIAS
Moneda
Mexican Peso
Valor de Cambio
$ MXN 1
Nota
Items
AGREGAR
Descripción
Estado
Cant. Pedida
Cant. pendiente
Costo unitario
Impuesto
Costo Total
Debe agregar al menos un item.
Sub total
$ MXN 0.00



Finally, after adding the items, click on save to complete the process and create the purchase order.


Nuevo(a) Orden de Compra
GUARDAR
Fecha de Entrega
2022-02-18
Proveedor
ACEITES Y LUBR
Referencia / Solicitud de Material
Materia 003
Centro de costo
0021 SUCURSAL
Prioridad
Media
Condiciones
30 DIAS
Moneda
Mexican Peso
Valor de Cambio
$ MXN 1
Nota
Items
Total: 1
AGREGAR
Descripción
Estado
Cant. Pedida
Cant. pendiente
Costo unitario
Impuesto
Costo Total
PINTURA PARA EXTERIOR BLANCA COMEX ACUACOMEX PT-CMX-001 { pin-001 }
10
10
$ MXN 5.92
IVA 16 %
$ MXN 68.67
Sub total
$ MXN 59.20
IVA
16 %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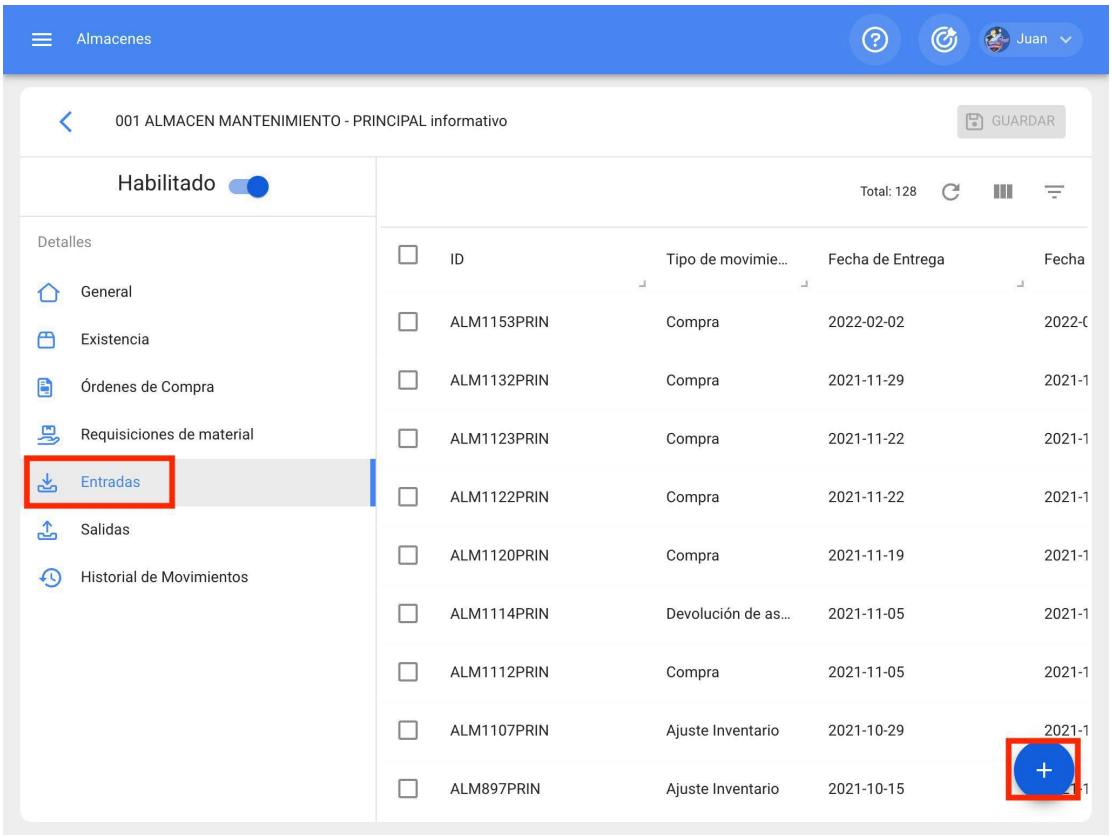
Juan
001 ALMACEN MANTENIMIENTO - PRINCIPAL informativo
GUARDAR
Habilitado
Información
Tiene cambios pendientes por guardar!
Detalles
General
Existencia
Órdenes de Compra
Requisiciones de material
Entradas
Salidas
Historial de Movimientos
Total: 67
ID
Proveedor
Estado
Documento
OC85TEST ACEITES Y LUBR... No Entreg... Materia 003
OC84TEST ACEITES Y LUBR... No Entreg... OC29TEST
OC82TEST ACEITES Y LUBR... Entrega T... compra
OC81TEST No Entreg... OC31TEST
OC80TEST ACEITES Y LUBR... Entrega T... REF NUEVAS
OC79TEST ACEITES Y LUBR... No Entreg... RESURTIR MA
OC78TEST ACEITES Y LUBR... Entrega T... RESURTIR MA
OC77TEST Entrega T... OC24TEST
OC76TEST No Entreg...

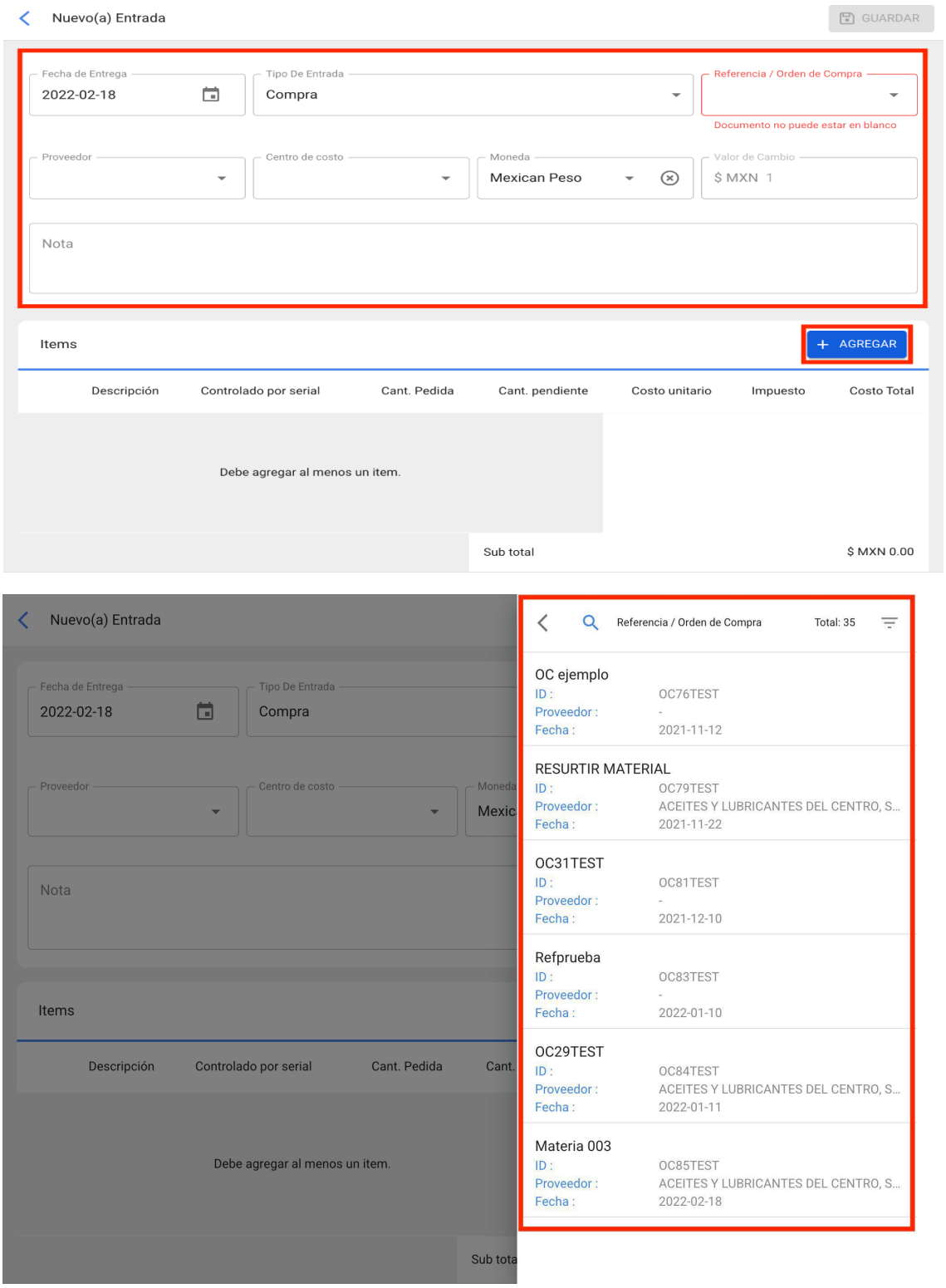
How to make entry movements?

help.fracttal.com/en/articles/6014935-how-to-make-entry-movements

To make an entry movement, you must enter from the corresponding module in the warehouse by clicking on "Entries" and then on the add symbol at the bottom right of the screen, in order to make a new entry in the system.



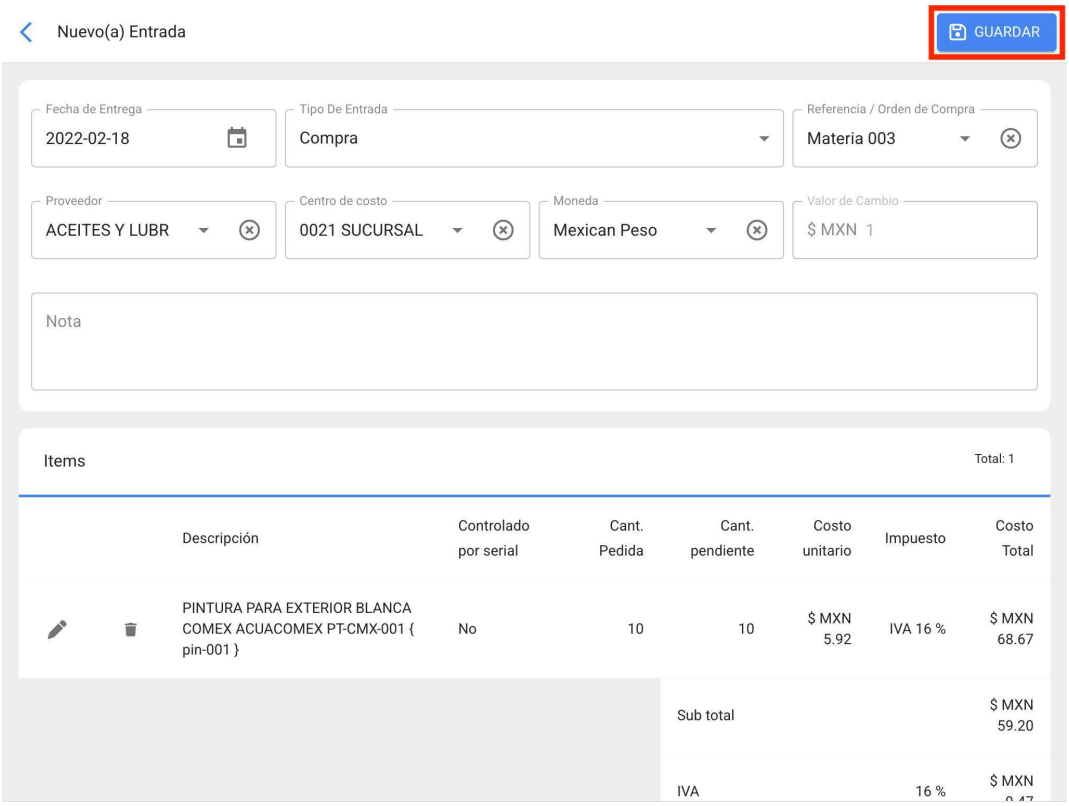
Clicking on this button will open a new window where you must fill in the information corresponding to the entry movement and add the items you wish to add to the system.

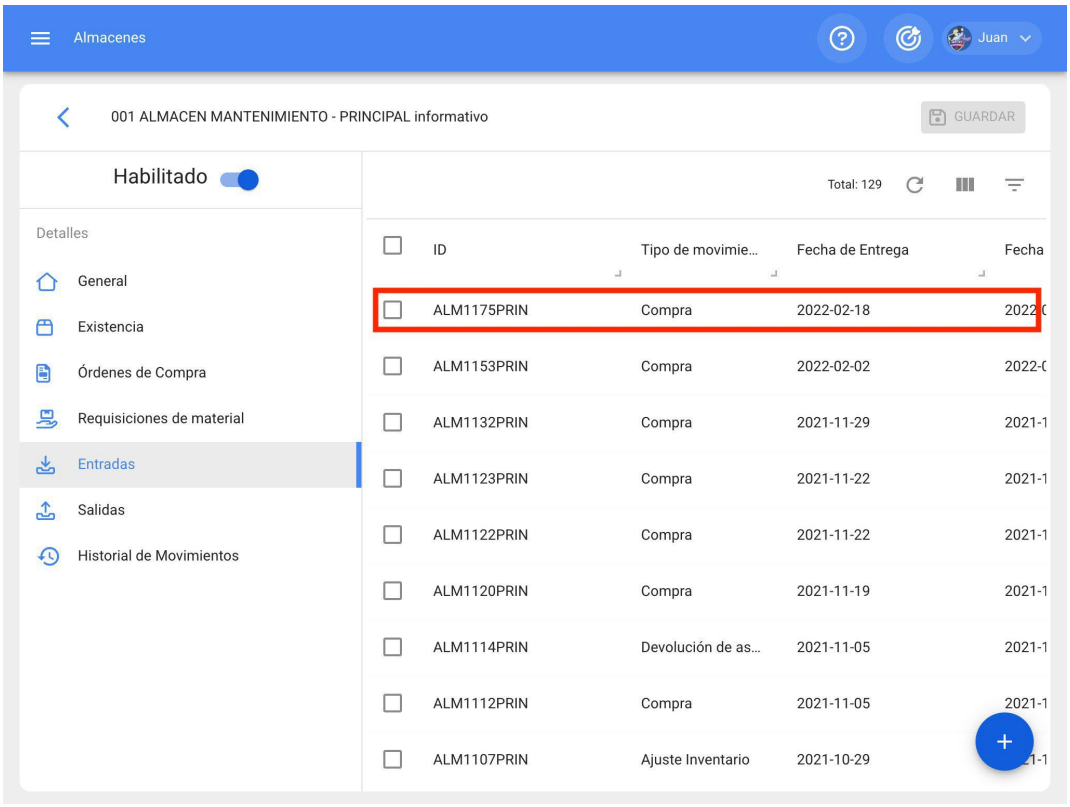


Note: It is important to mention that there are different concepts for which an entry can be made to the system and these types of entries are the following:

- **Purchase:** Type of movement corresponding to the acquisition of a product by purchase. Purchases can be referenced to a previously created purshase order.
- **Return:** Type of movement corresponding to the return of a material.
- **Fabrication:** Type of movement corresponding to the manufacture of a material.
- **Assignment return:** Type of movement corresponding to the return of a tool previously assigned to an inhouse personnel.

After loading the items and clicking on save, the entry movement will be made and will finally be reflected in the warehouse stock.

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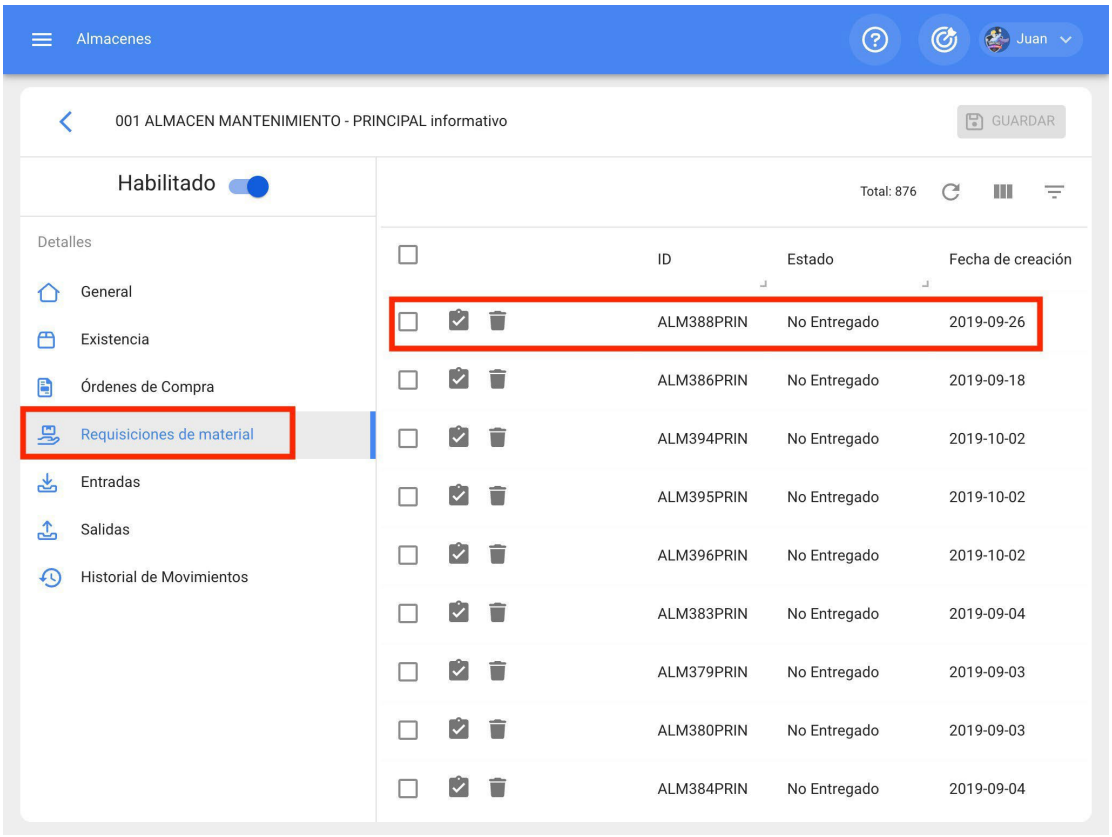
GUARDAR
Habilitado
Detalles
General
Existencia
Órdenes de Compra
Requisiciones de material
Entradas
Salidas
Historial de Movimientos
Total: 129
ID
Tipo de movimie...
Fecha de Entrega
Fecha
ALM1175PRIN
Compra
2022-02-18
ALM1153PRIN
Compra
2022-02-02
ALM1132PRIN
Compra
2021-11-29
ALM1123PRIN
Compra
2021-11-22
ALM1122PRIN
Compra
2021-11-22
ALM1120PRIN
Compra
2021-11-19
ALM1114PRIN
Devolución de as...
2021-11-05
ALM1112PRIN
Compra
2021-11-05
ALM1107PRIN
Ajuste Inventario
2021-10-29

What is a material requisition and how to generate it?

help.fracttal.com/en/articles/6014944-what-is-a-material-requisition-and-how-to-generate-it

A material requisition is a request made by the warehouseman or warehouse manager to deliver a material requested through a work order for the execution of a task.

Material requisitions are generated automatically when an inventory type resource is added to a work order (see section "How to make outgoing movements"). So, once the material request is made in a work order, the material requisition is generated and must be validated by the warehouseman from the "Material Requisitions" tab.

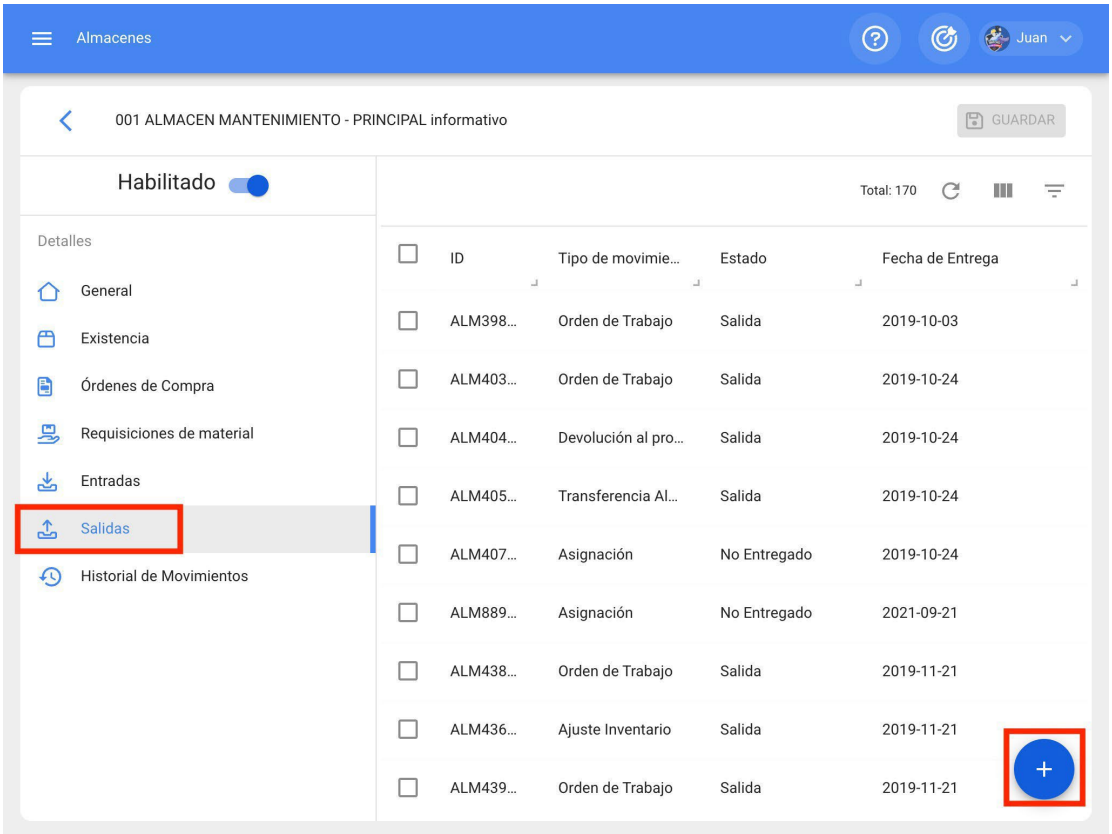


Finally, after validation, the warehouseman must perform the outgoing of the material in the "Outgoing" tab so that the value is deducted from the warehouse stock (making reference to the type of outgoing by WO, so that the system shows all the items requested through that material requisition).

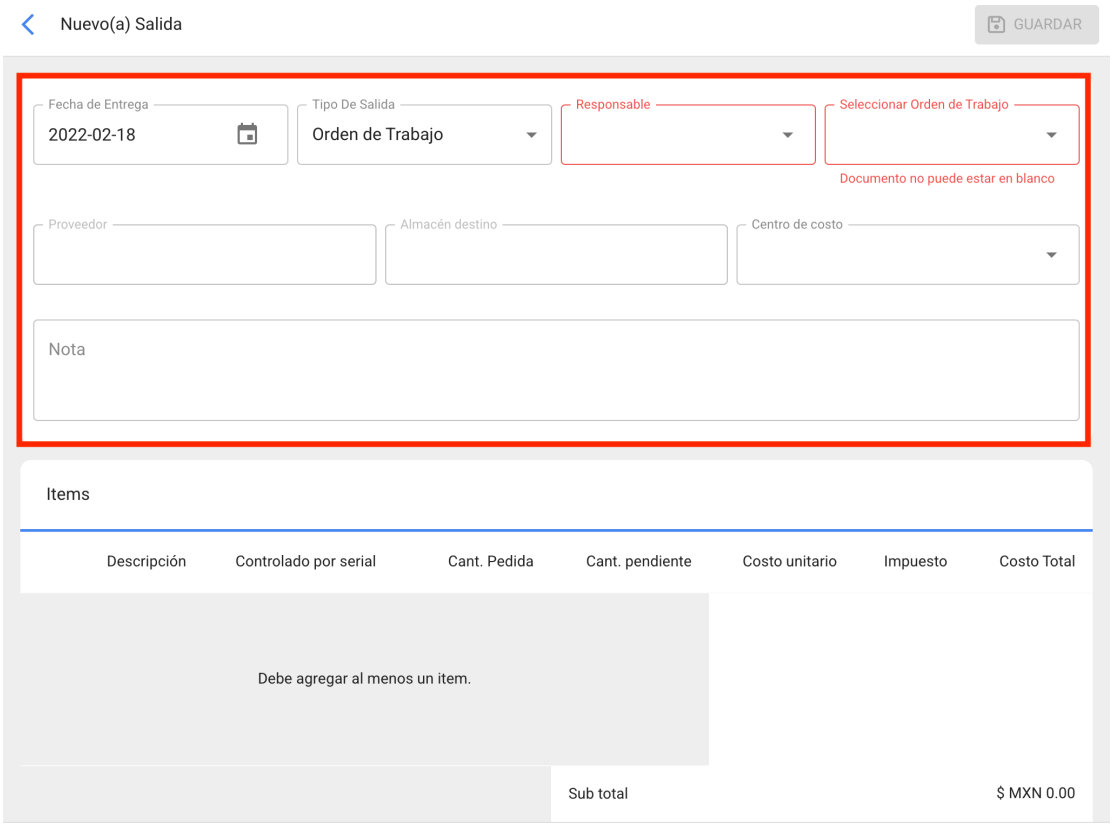
How to perform outgoing movements?

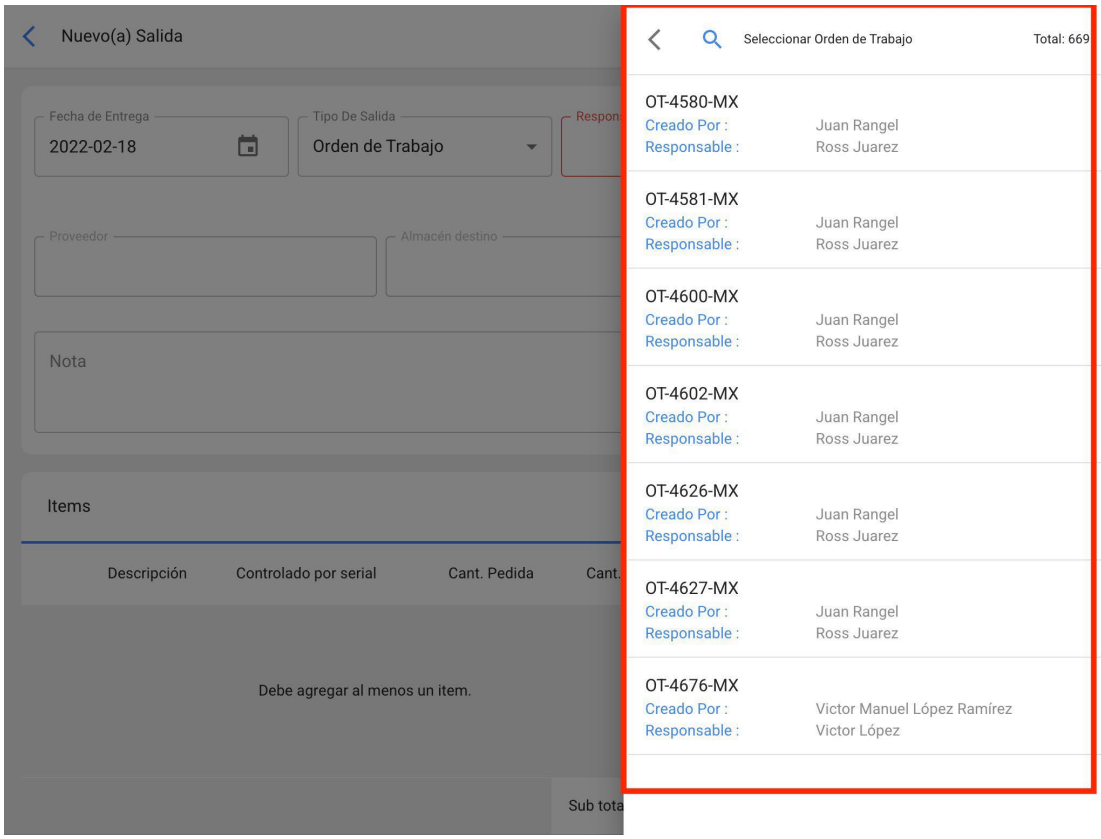
help.fracttal.com/articles/6014954-how-to-do-outgoing-movements

To perform outgoing movements, you must enter the corresponding module in the warehouse, click on "Outgoing" and then click on the add symbol at the bottom right of the screen to perform the outgoing movement.



Clicking on this button will open a new window where you must complete the information corresponding to the outgoing movement and add the items to be outgoing in the system.

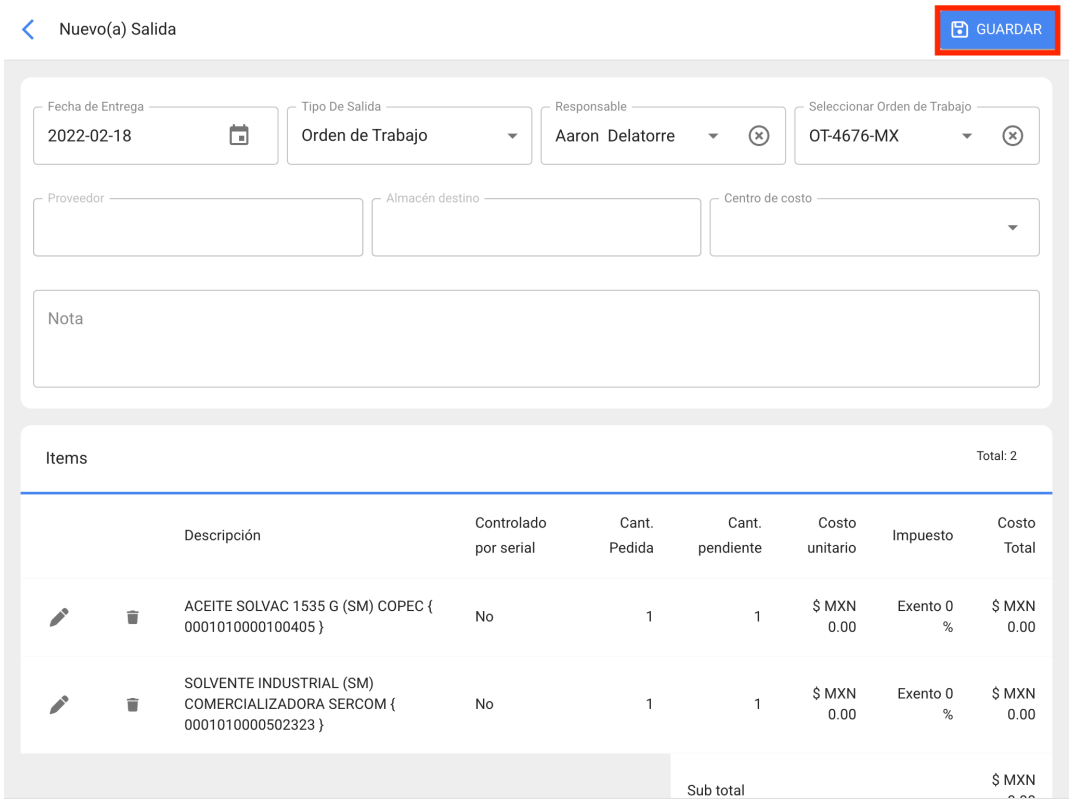


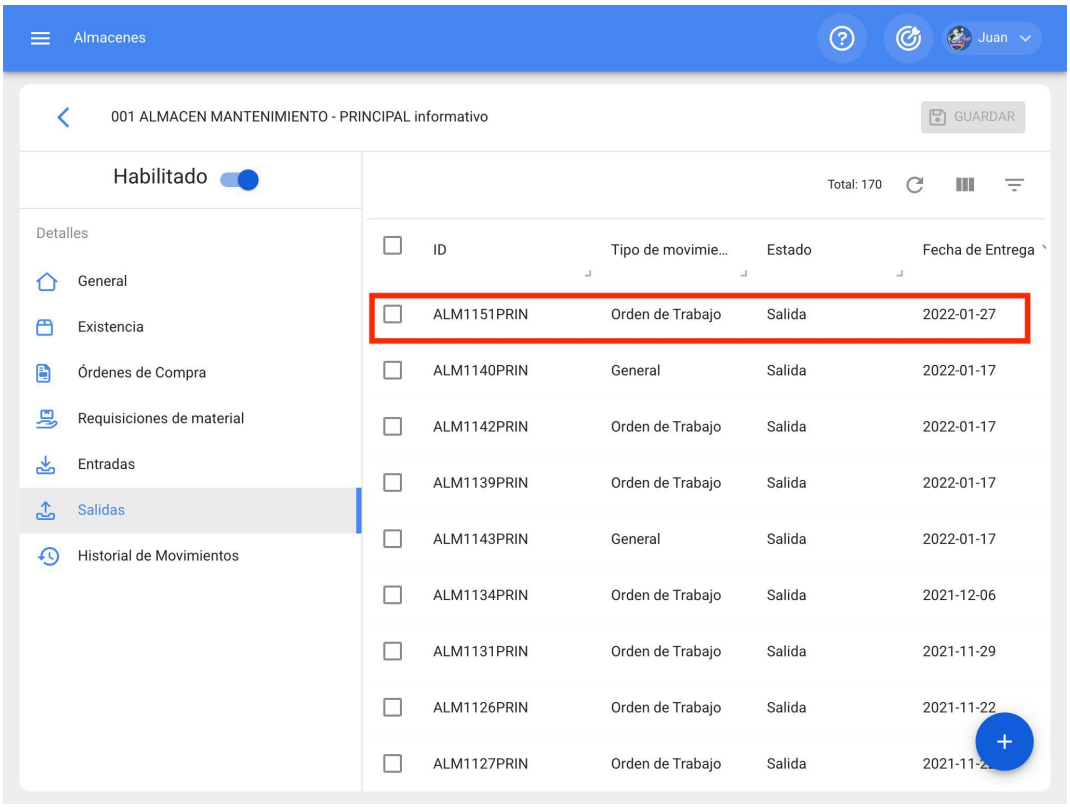


Note: It is important to mention that there are different concepts by which outgoing can be performed in the system and these outgoing types are the following:

- **Work Order:** Corresponds to the outgoing referenced to the material requisitions associated to the work orders.
- **General:** Corresponds to outgoing goods made in a general way in the warehouse.
- **Return to supplier:** Corresponds to the outgoing goods that are returned to the supplier from whom the purchase was made.
- **Warehouse Transfer:** Type of movement that allows the transfer between existing warehouses in the system.
- **Assignment:** Type of movement in which tools can be assigned to a human resource.

After loading the items and clicking on save, the outgoing movement will be reflected in the warehouse stock.

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GUARDAR
Habilitado
Detalles
General
Existencia
Órdenes de Compra
Requisiciones de material
Entradas
Salidas
Historial de Movimientos
Total: 170
ID
Tipo de movimie...
Estado
Fecha de Entrega
ALM1151PRIN Orden de Trabajo Salida 2022-01-27
ALM1140PRIN General Salida 2022-01-17
ALM1142PRIN Orden de Trabajo Salida 2022-01-17
ALM1139PRIN Orden de Trabajo Salida 2022-01-17
ALM1143PRIN General Salida 2022-01-17
ALM1134PRIN Orden de Trabajo Salida 2021-12-06
ALM1131PRIN Orden de Trabajo Salida 2021-11-29
ALM1126PRIN Orden de Trabajo Salida 2021-11-22
ALM1127PRIN Orden de Trabajo Salida

How to make and approve a transfer between warehouses in Fracttal One?

help.fracttal.com/en/articles/7338530-how-to-make-and-approve-a-transfer-between-warehouses-at-fracttal-one

In Fracttal One, it is possible to transfer items between warehouses. As a main requirement, the item(s) to be transferred must be previously declared in the destination warehouse.

1. Warehouses, is the module in which the warehouses or warehouses exist within Fracttal One. It is accessed from the Main Menu.

Fracttal One

John Smith

alexander.fuentes@fracttal.com

Fracttal Proyectos, servicios y educación

4.7.35

Catálogos

Almacenes

Tareas

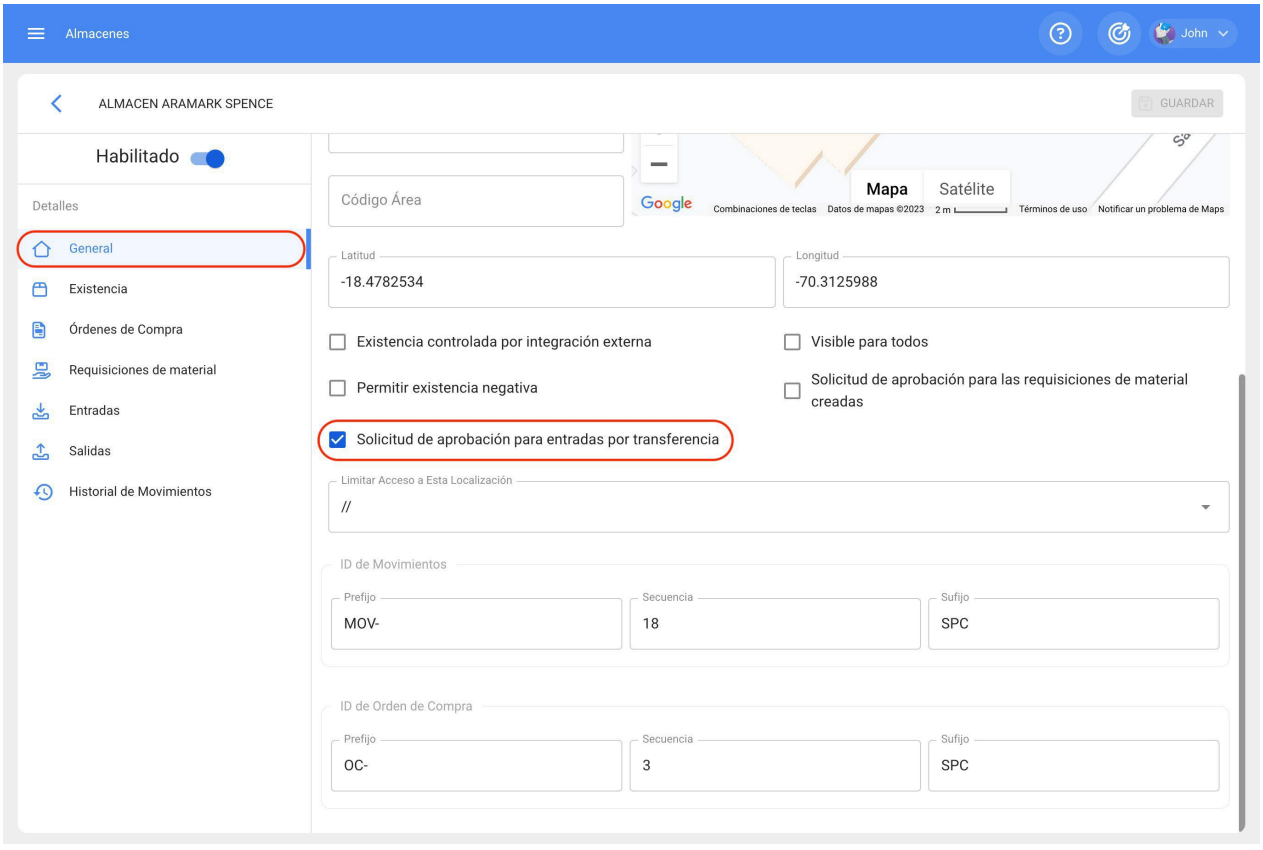
Monitoreo

Automatizador

Inteligencia de Negocio

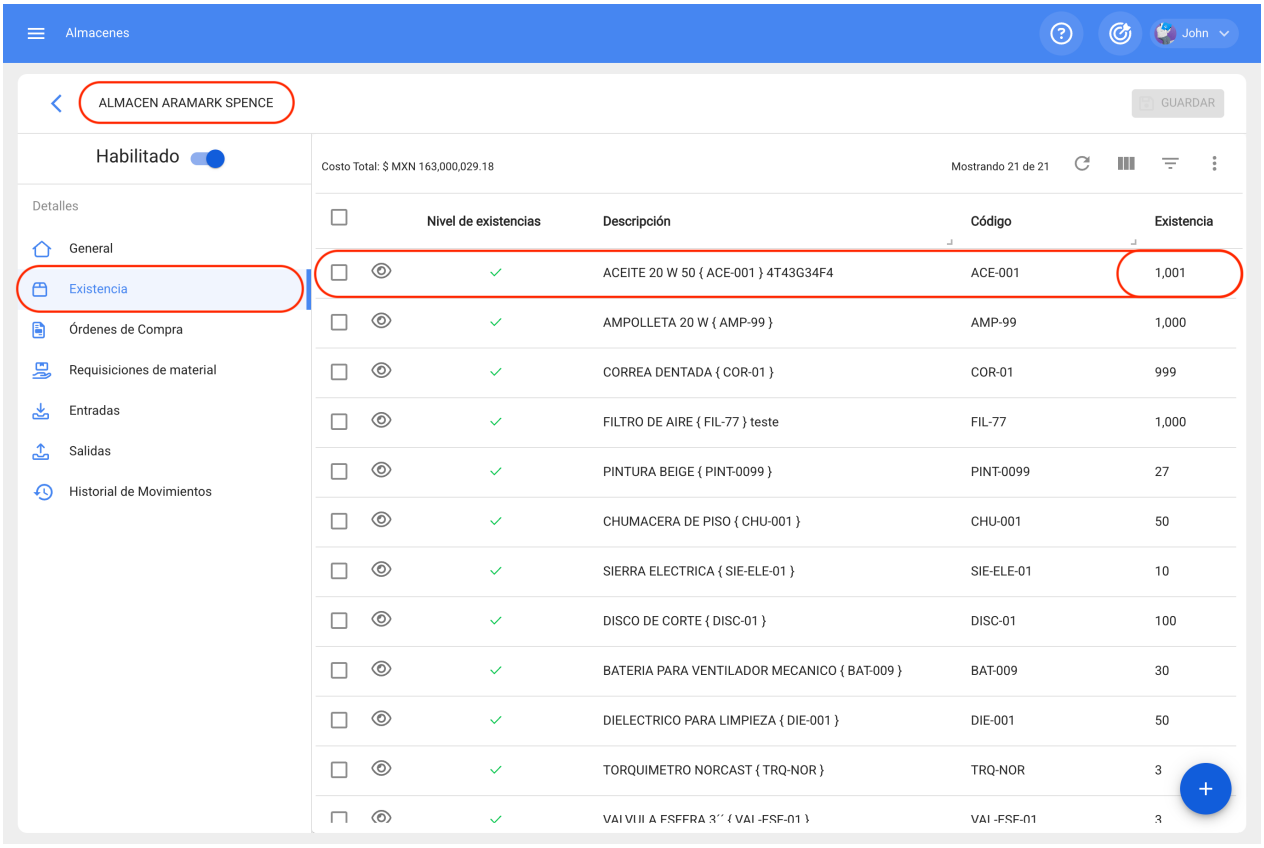
Disco Virtual

2. The approval of an Entry movement to a warehouse in Fracttal One, due to a Transfer from a source warehouse, must be previously configured, from the detail menu of the warehouse that will receive the transfer, in the General section.

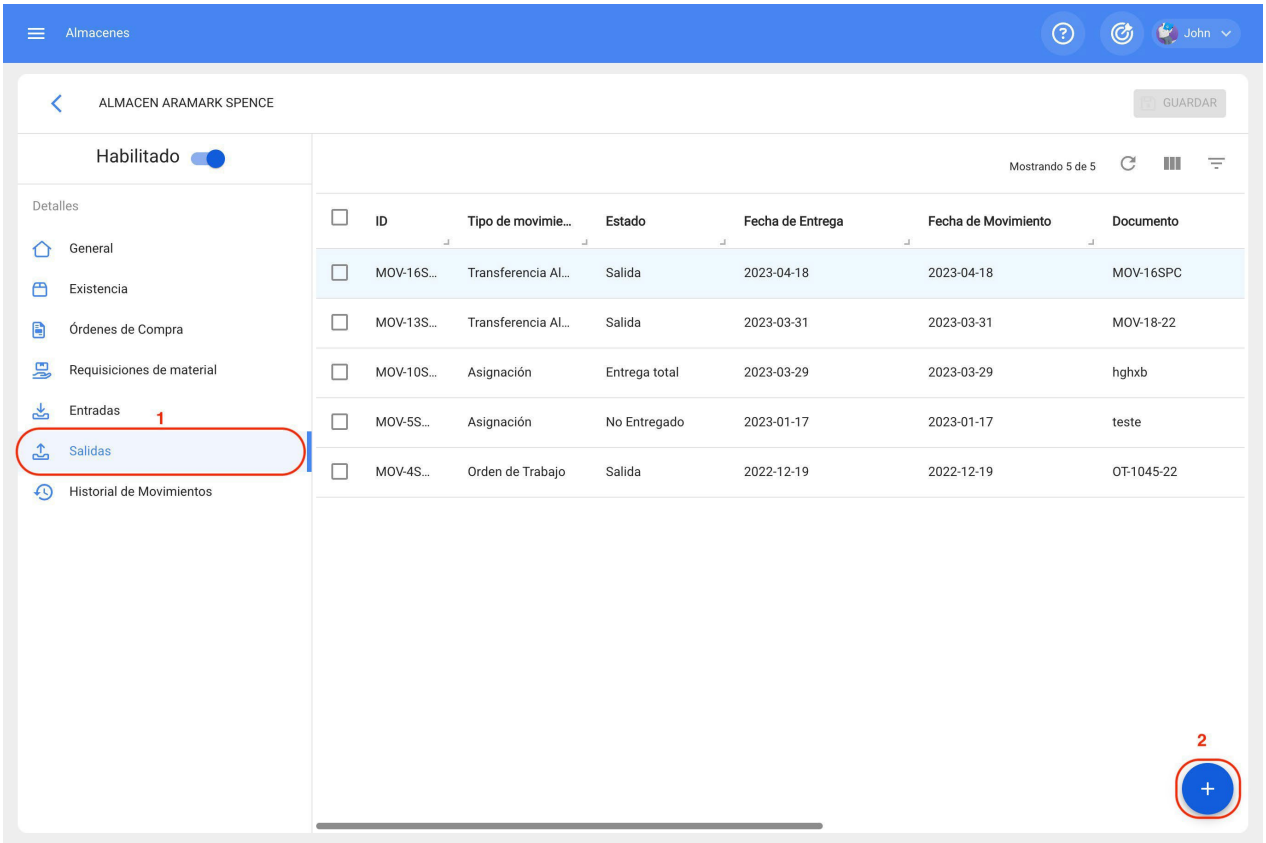


NOTE: The functionality "Request approval for entries by transfers"; is an additional contracting functionality, Addon 'advanced warehouses'.

3. In Stock, also of the destination warehouse or the warehouse that will receive the transfer, prior to the transfer, the item to be transferred from the source warehouse must be declared.



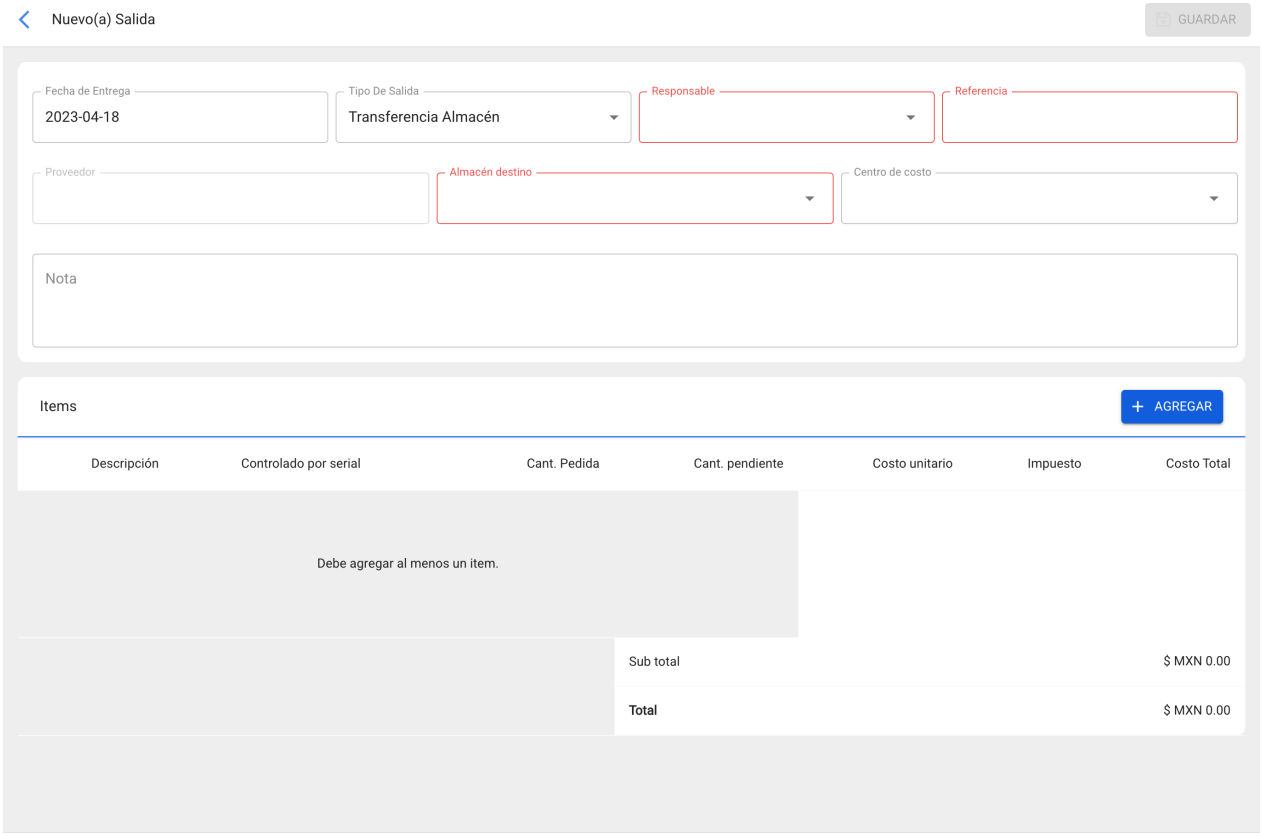
4. To generate the transfer, from the source warehouse, in the Detail menu, select Outgoing (1), Add outgoing (2).



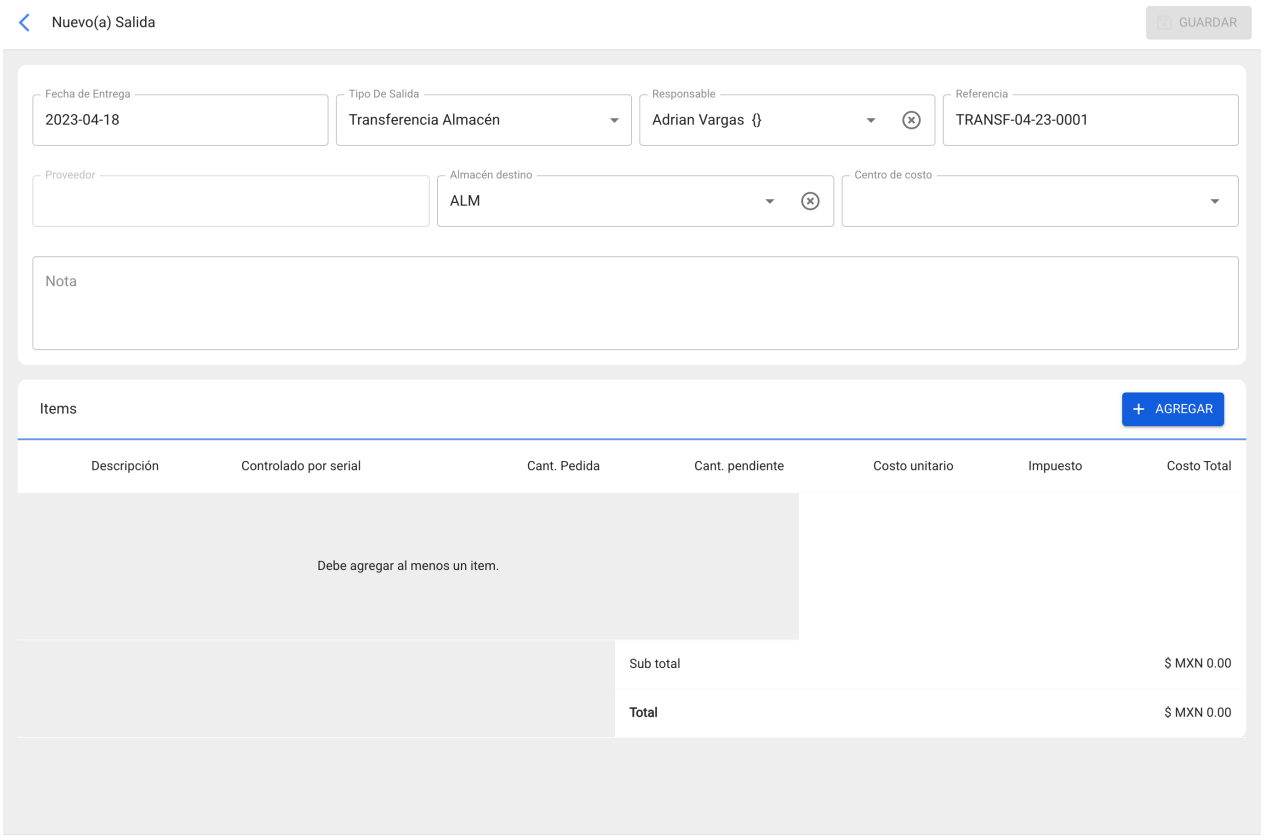
5. The respective form is filled in to execute the transfer: Select the

- transfer date,

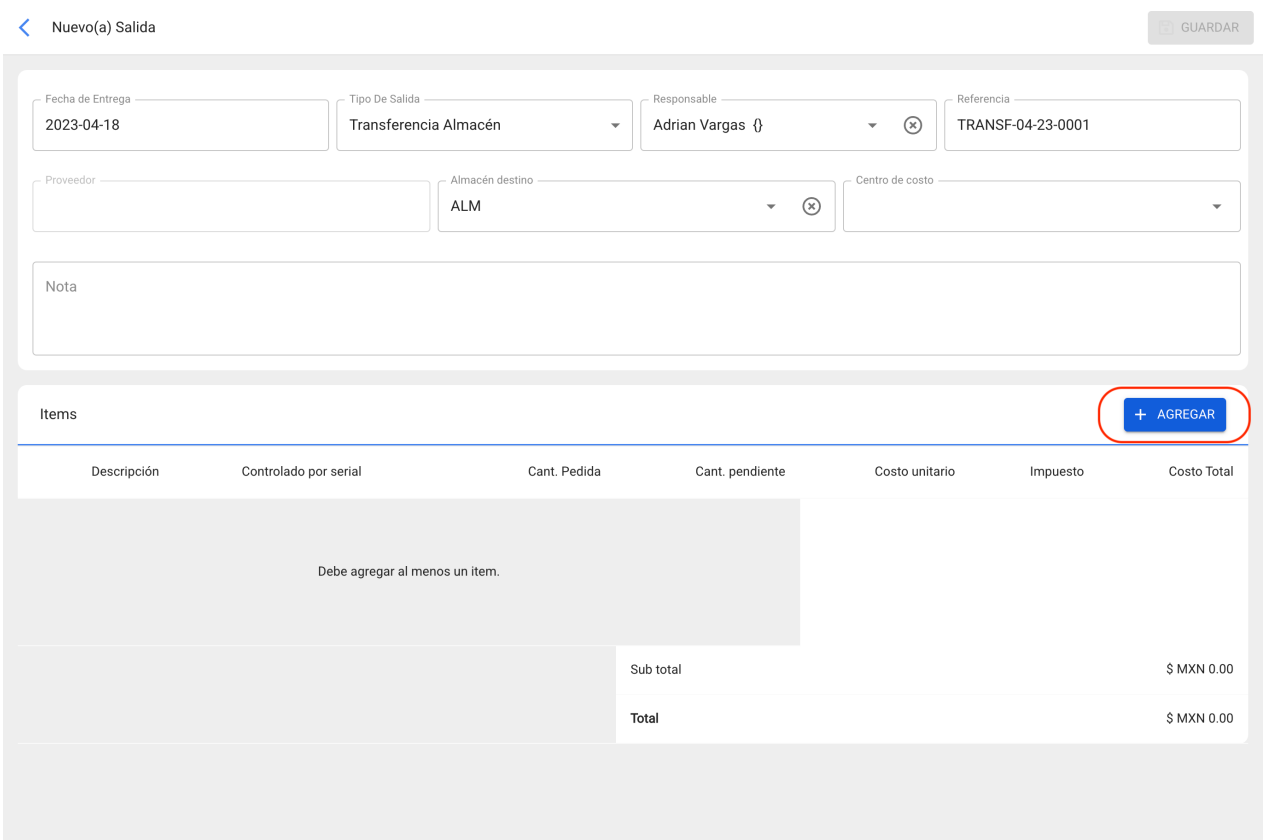
- In outgoing type: Transfer Warehouse,
- Responsible, which displays the list of our inhouse personnel, we
- created a reference for this movement,
- Destination Warehouse, to select the warehouse that will receive the transfer, Add,
- to select the item(s) to be transferred.



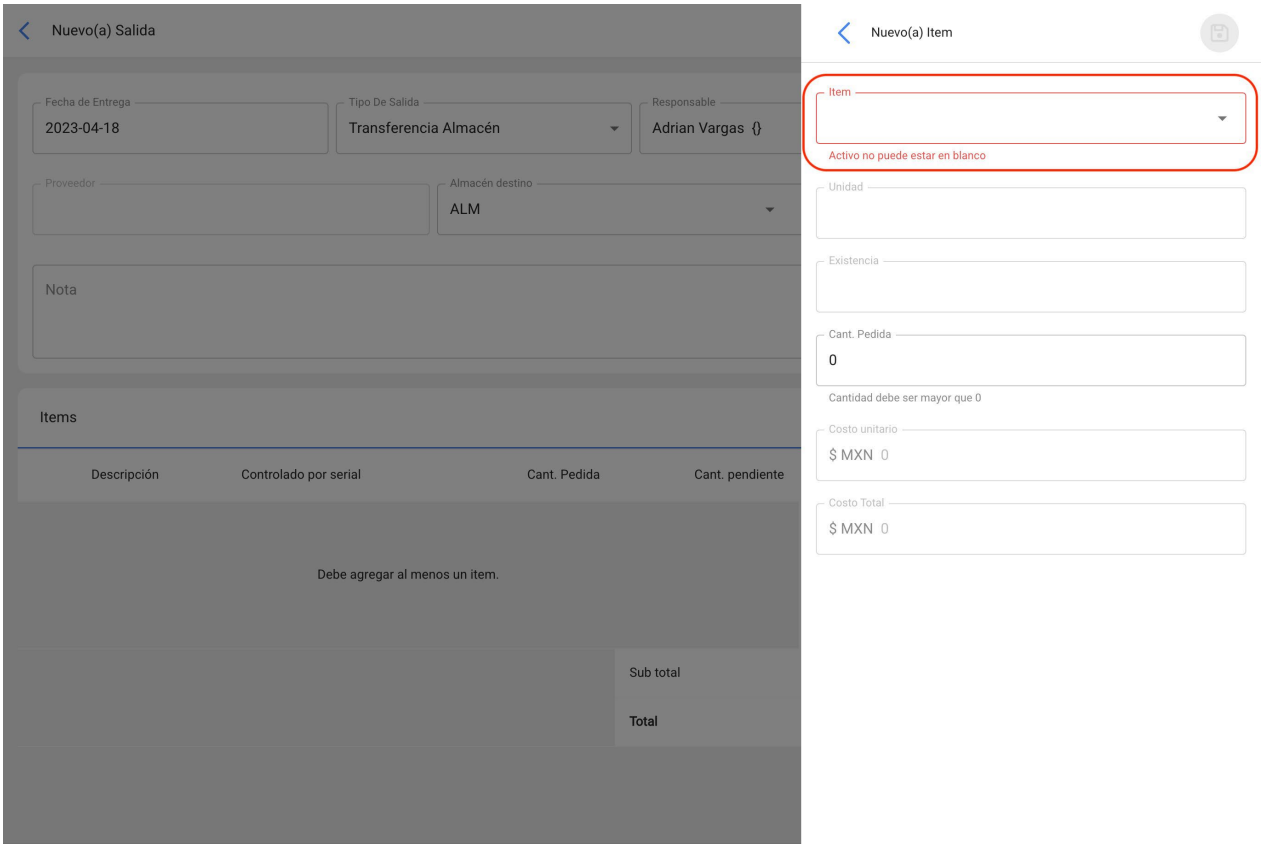
In an example, we will transfer between Aramark Spencer Warehouse and ALM.



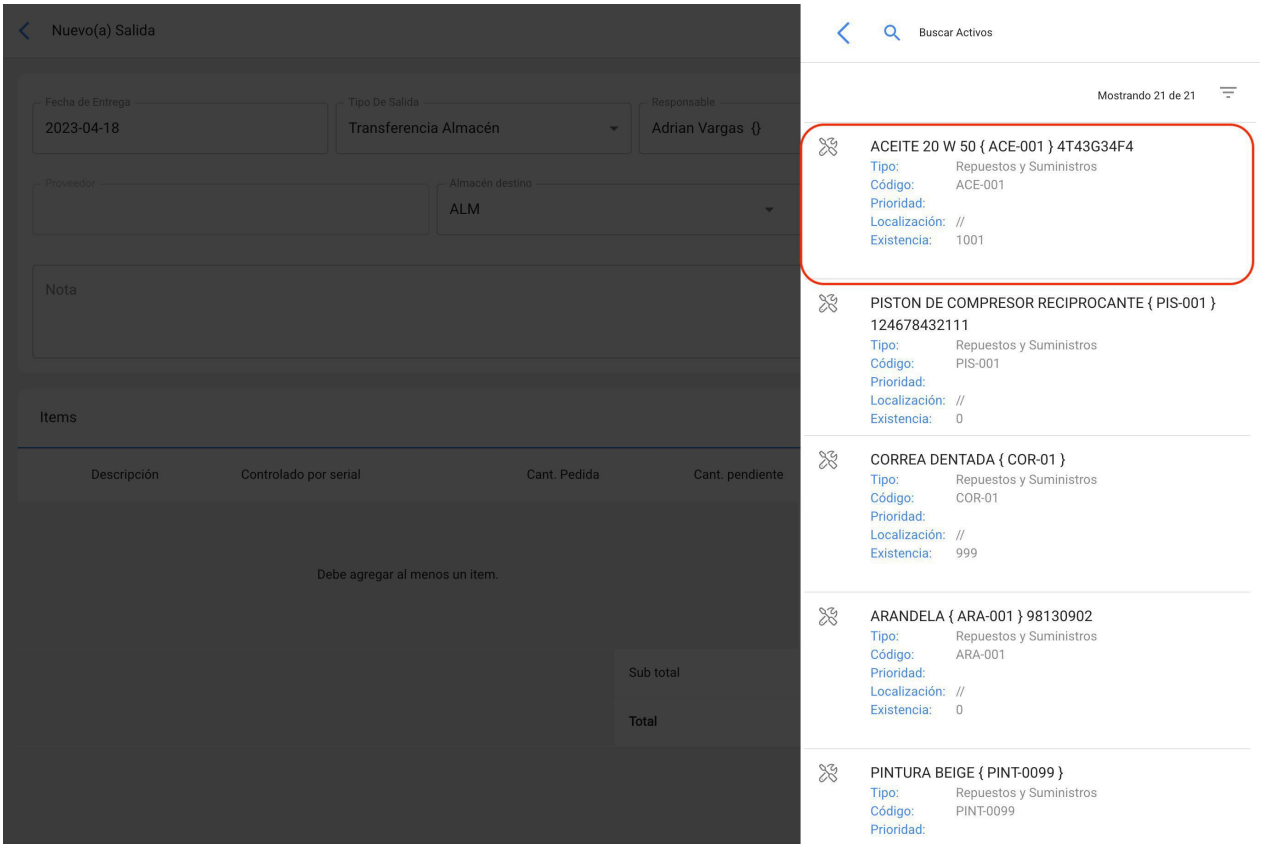
It remains to identify the item to be transferred, this from the Add button, which will display the existence of the source warehouse.



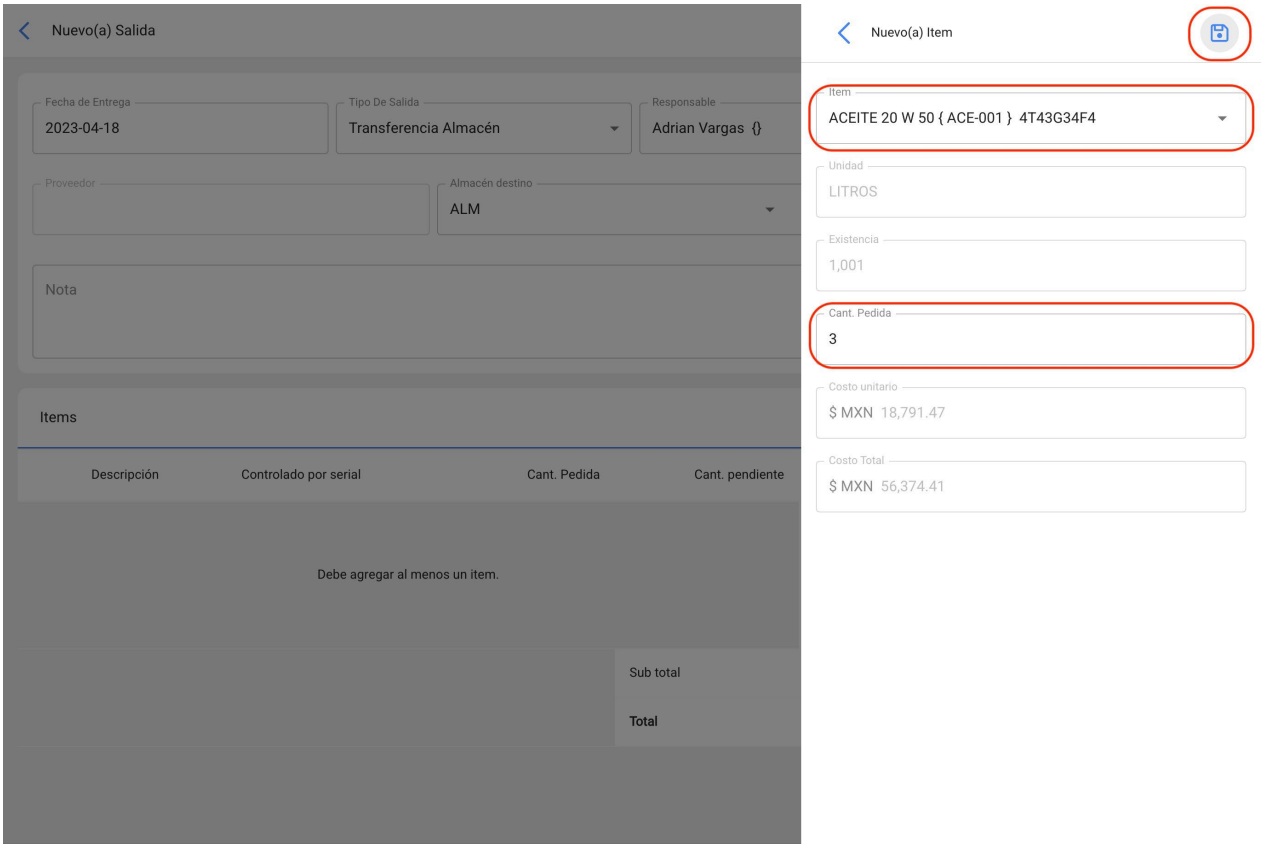
We expand the Item list,



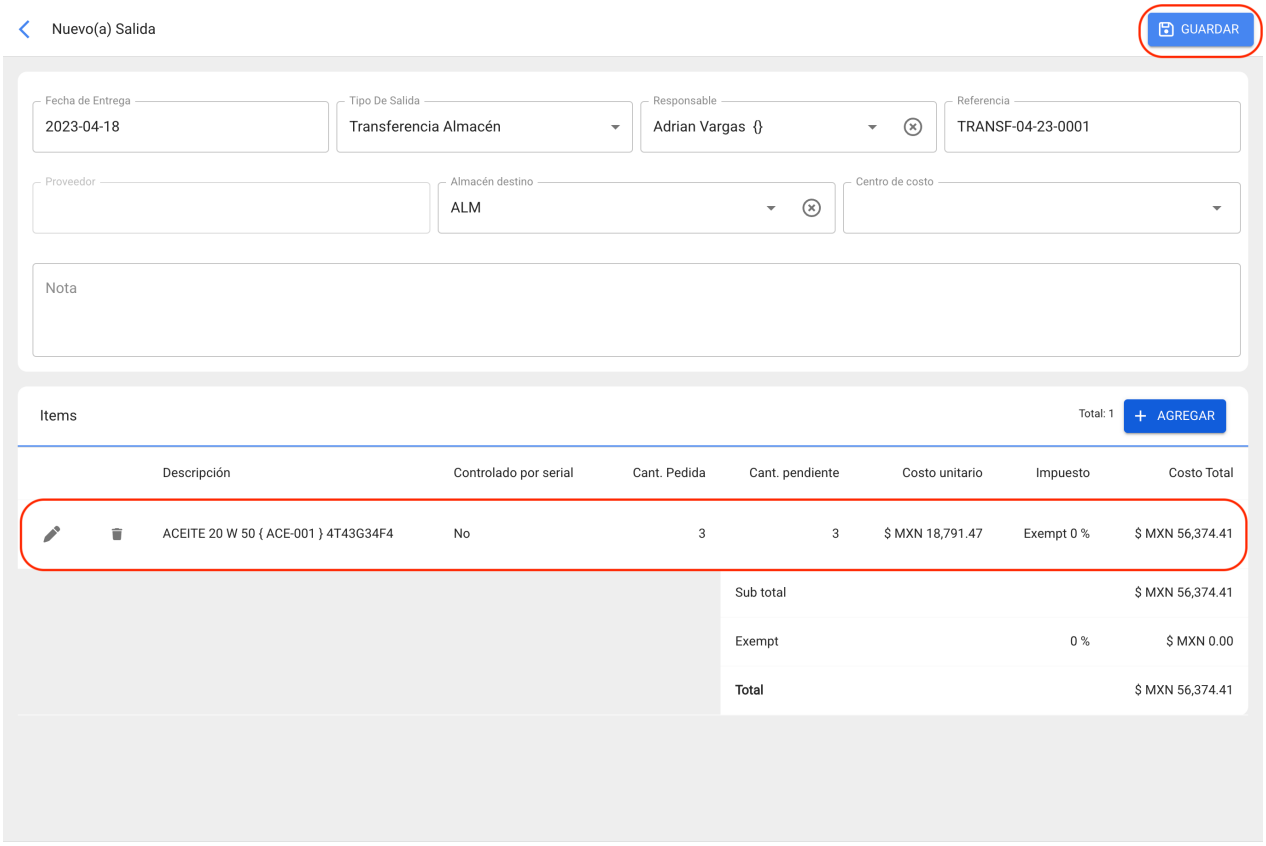
And select the corresponding one to be transferred



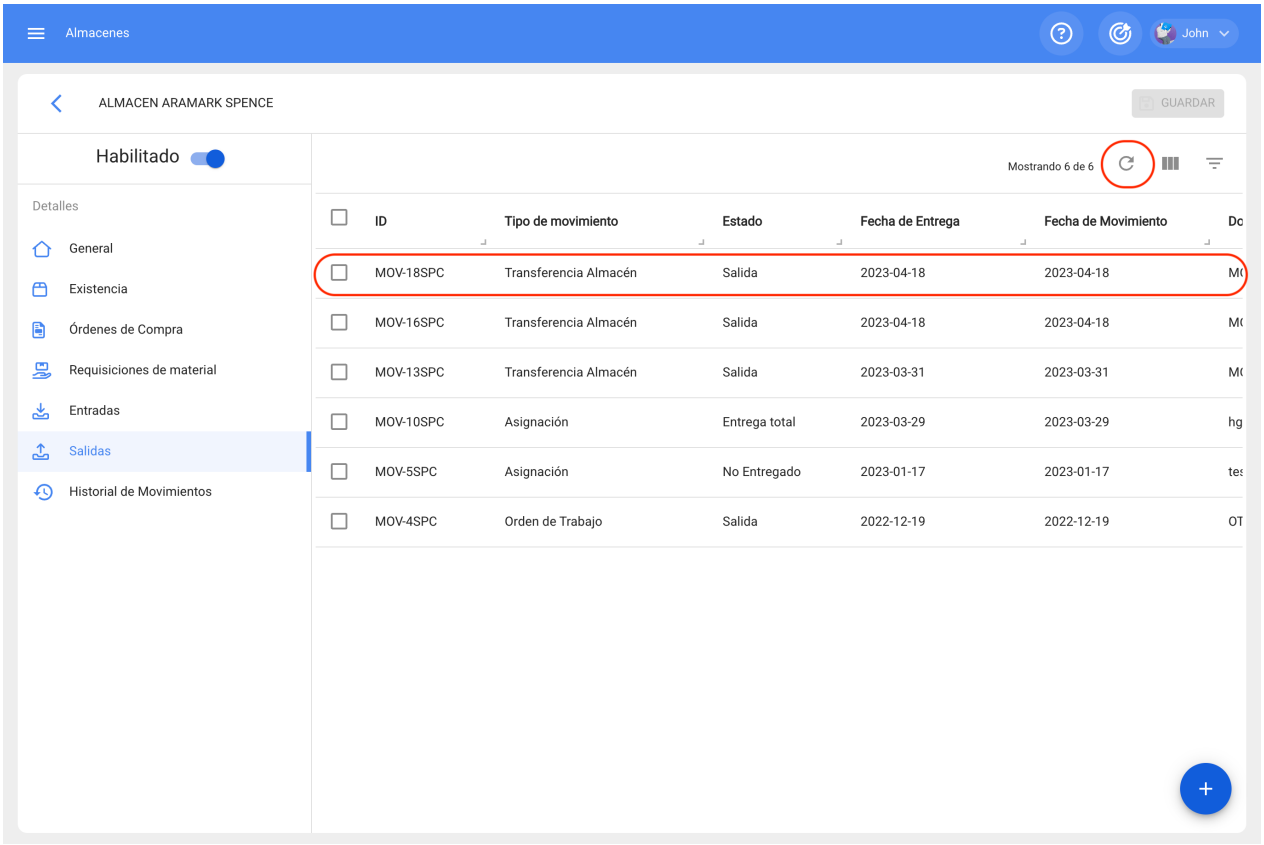
Subsequently, we inform the amount to be transferred and at the top right, we save the request.



The form is completed, and again at the top right, we save the movement.

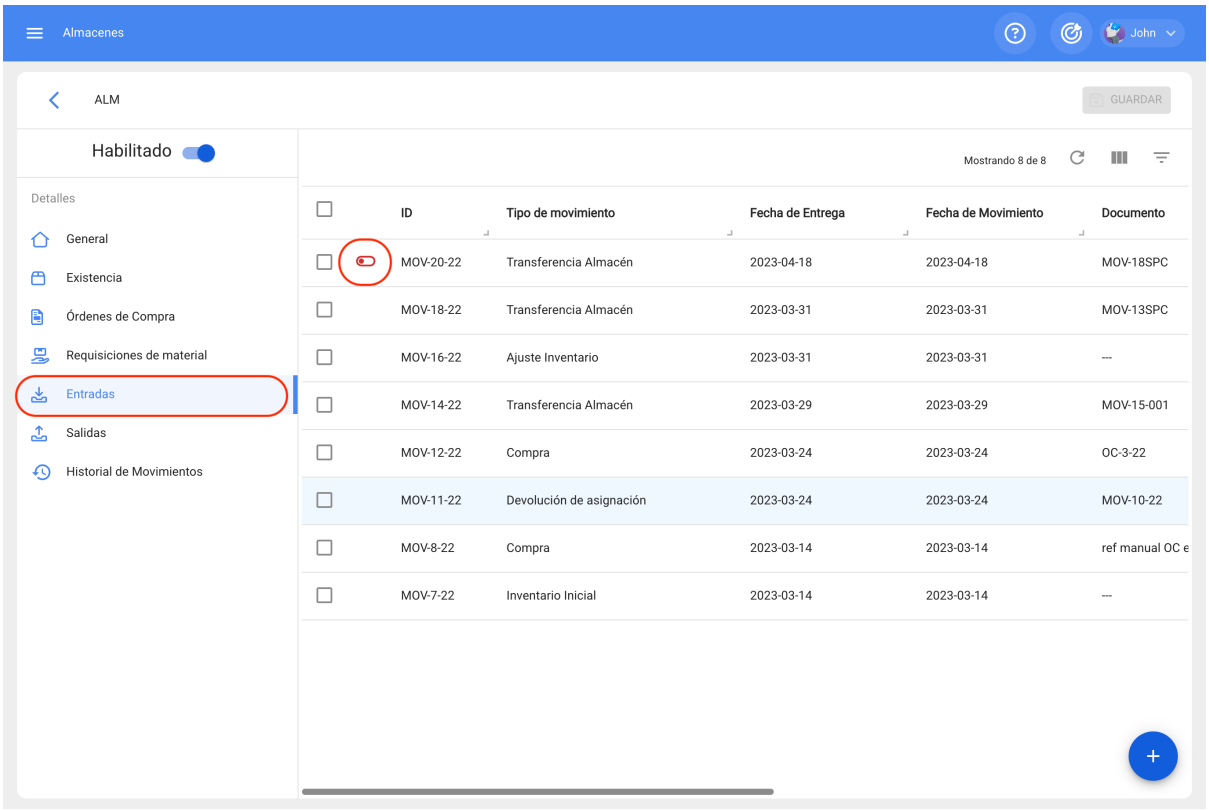


This form will be registered in the Outgoing section after clicking on the refresh icon.

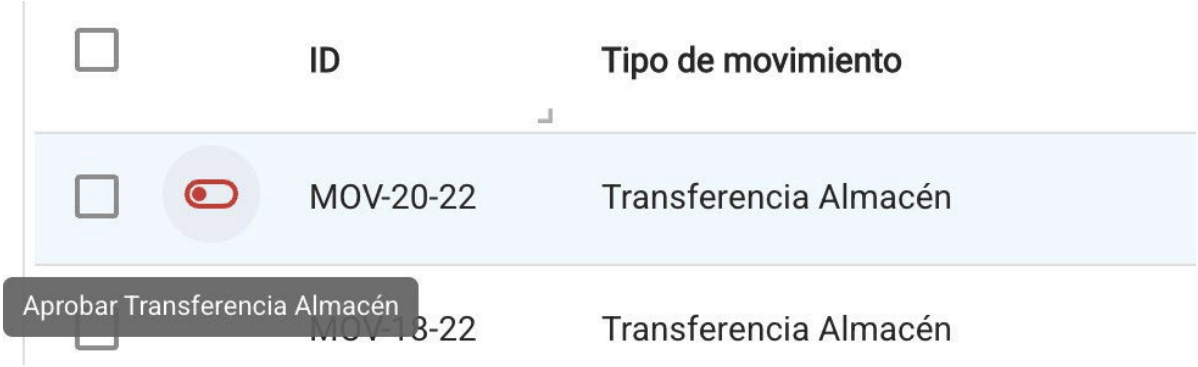


6. Once the outgoing goods have been created in the source warehouse, they are available for entry into the target warehouse after approval.

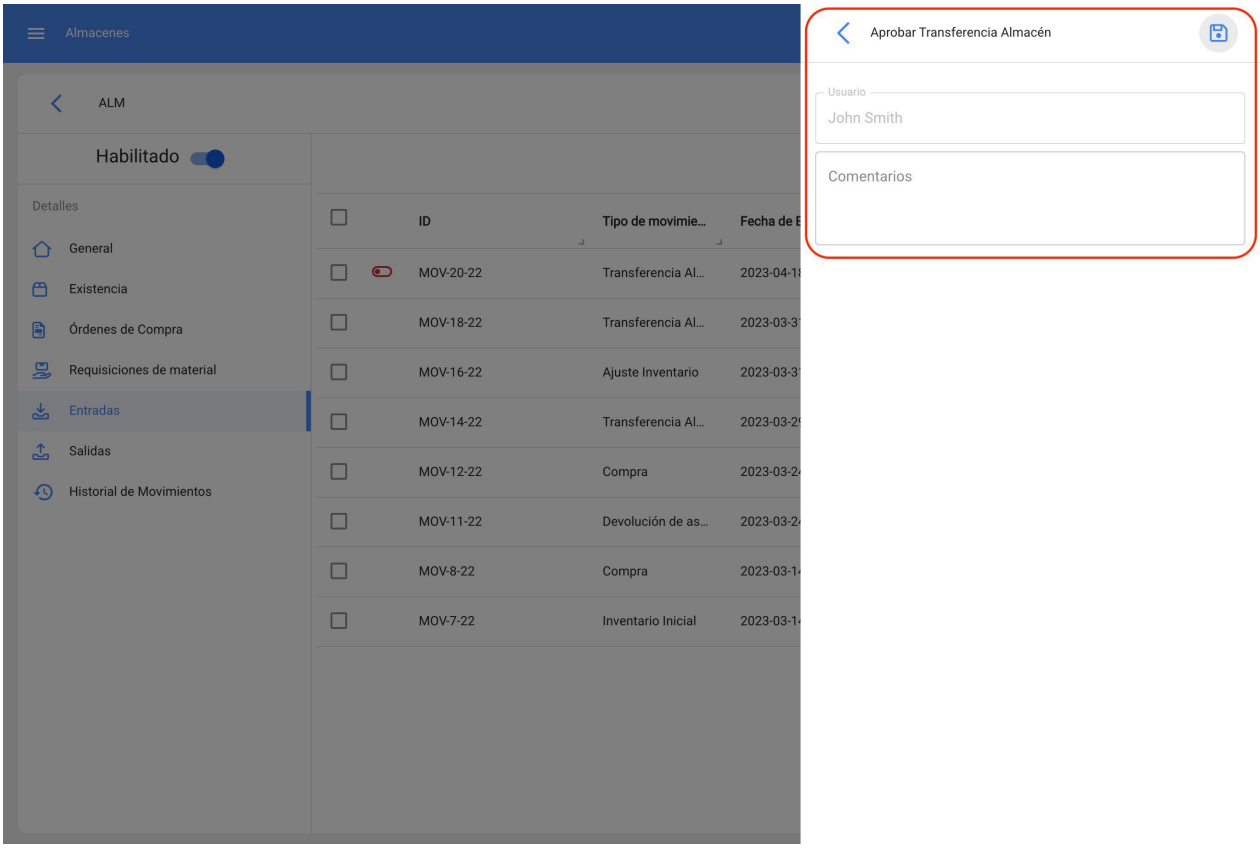
To do this, go to the destination warehouse, to the Entry section, where the entries pending approval will be shown.



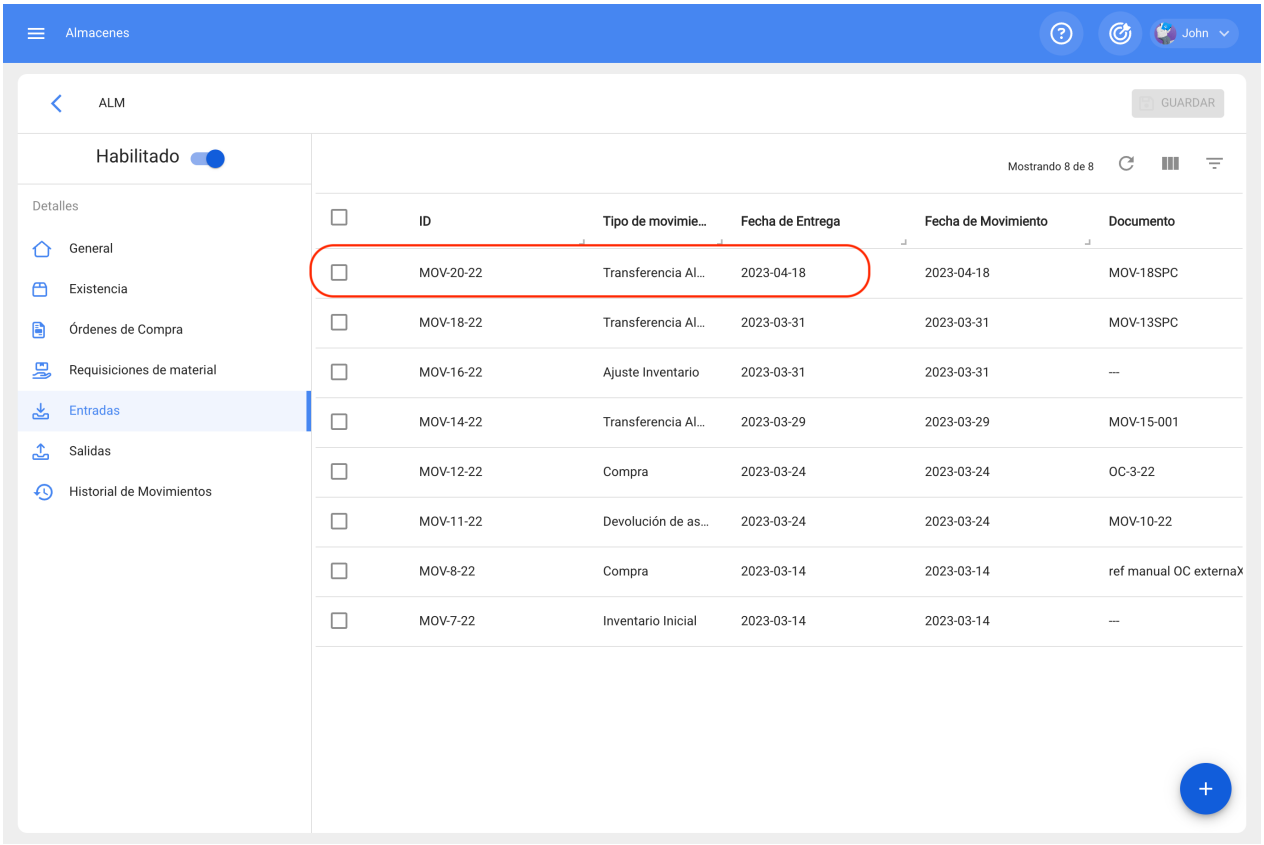
Click on the switch to change the status.



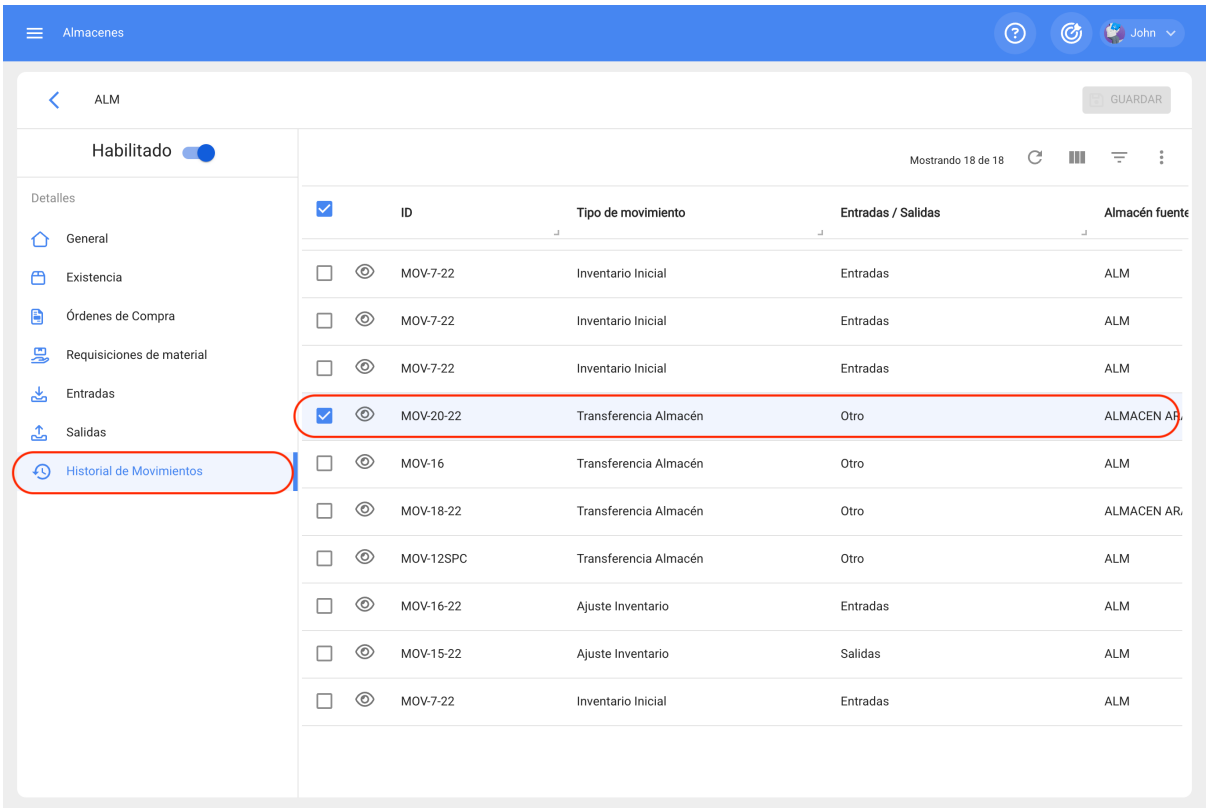
And we can then place a comment alluding to the approval that will appear together with the name of the person who has approved it.



Save by clicking on the icon at the top right and the entry approval will be generated, with the respective changes in the existence of the transferred item in the destination warehouse.



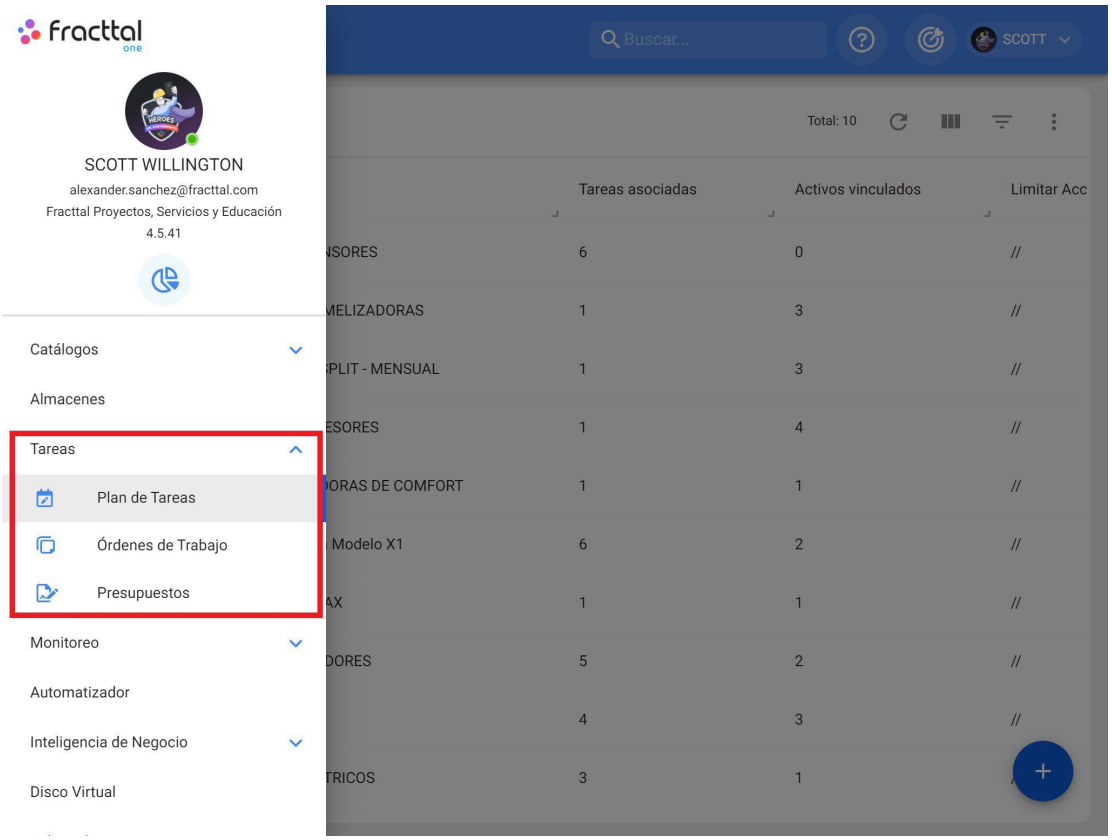
It is also reflected as a movement in the Movement History.



Work management and how to enter the module?

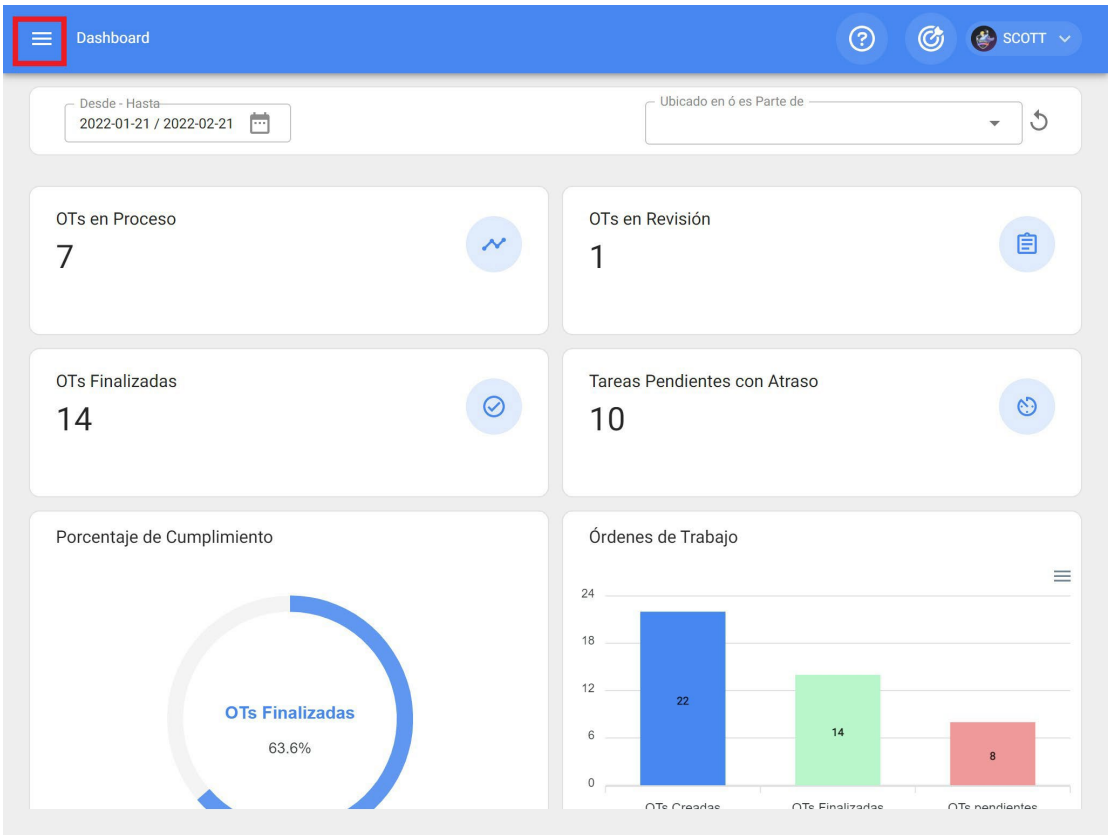
help.fracttal.com/articles/6004274-work-management-and-how-to-enter-module

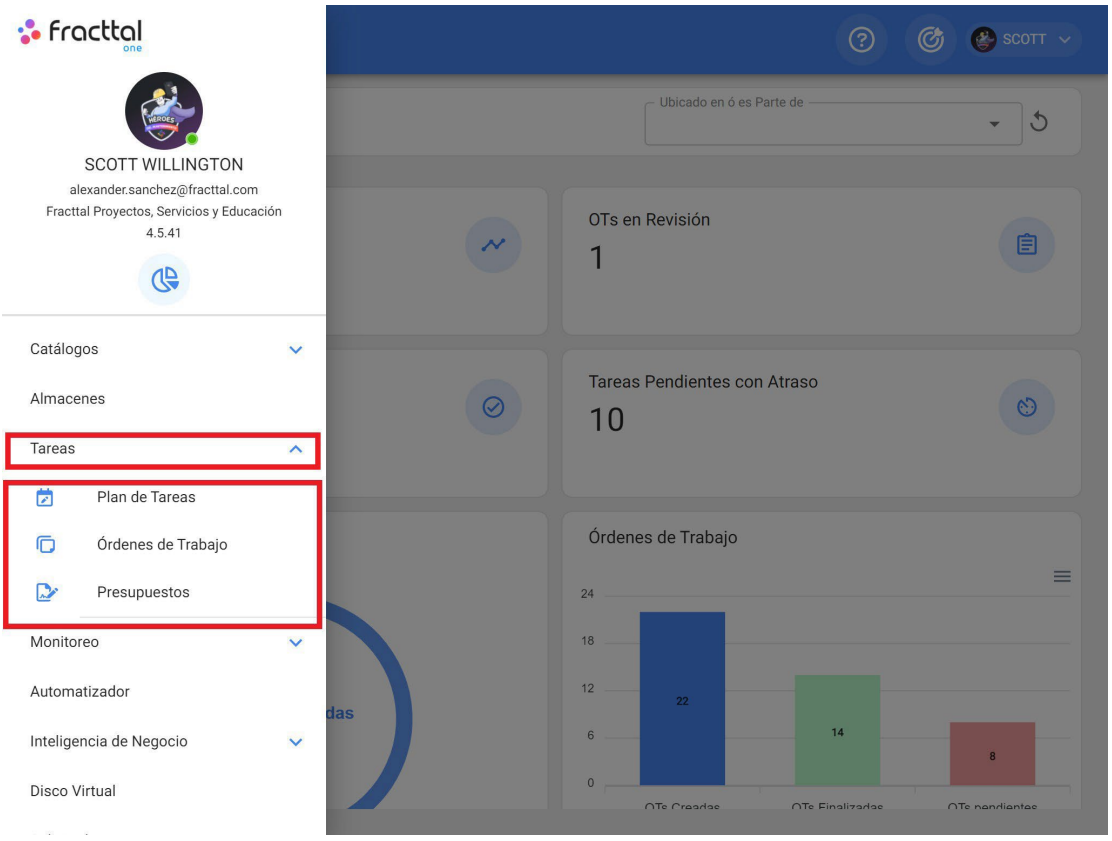
In the tasks module you can have control of all maintenance activities in one place, since in this module you can define task plans, reschedule pending tasks, manage work orders, as well as have access to the calendar of activities and budgets.



How to enter the work management module?

To enter the module, you must first click on the menu button that you will find on the top left side of the main header bar of the platform and display the Work management menu, so that the system will show you the different sub-modules.





When you pull down the Work management menu, you will find the following sub-modules:

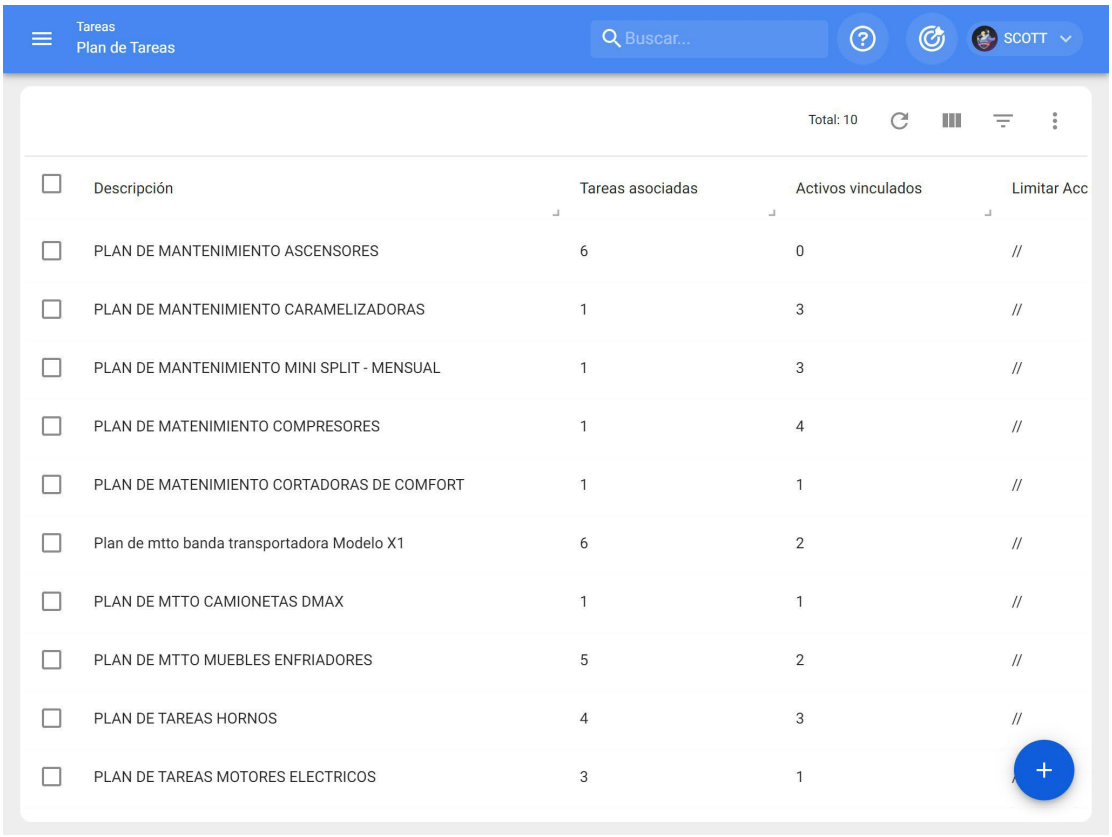
- **Work management plan**

- **Work Orders Budget**
-

Work management plans : Fracttal One

help.fracttal.com/en/articles/6004291-work-management-plans

In this module you will be able to create maintenance plans linked to assets, where work management can have different types of triggers (by date, meter reading and event triggers).



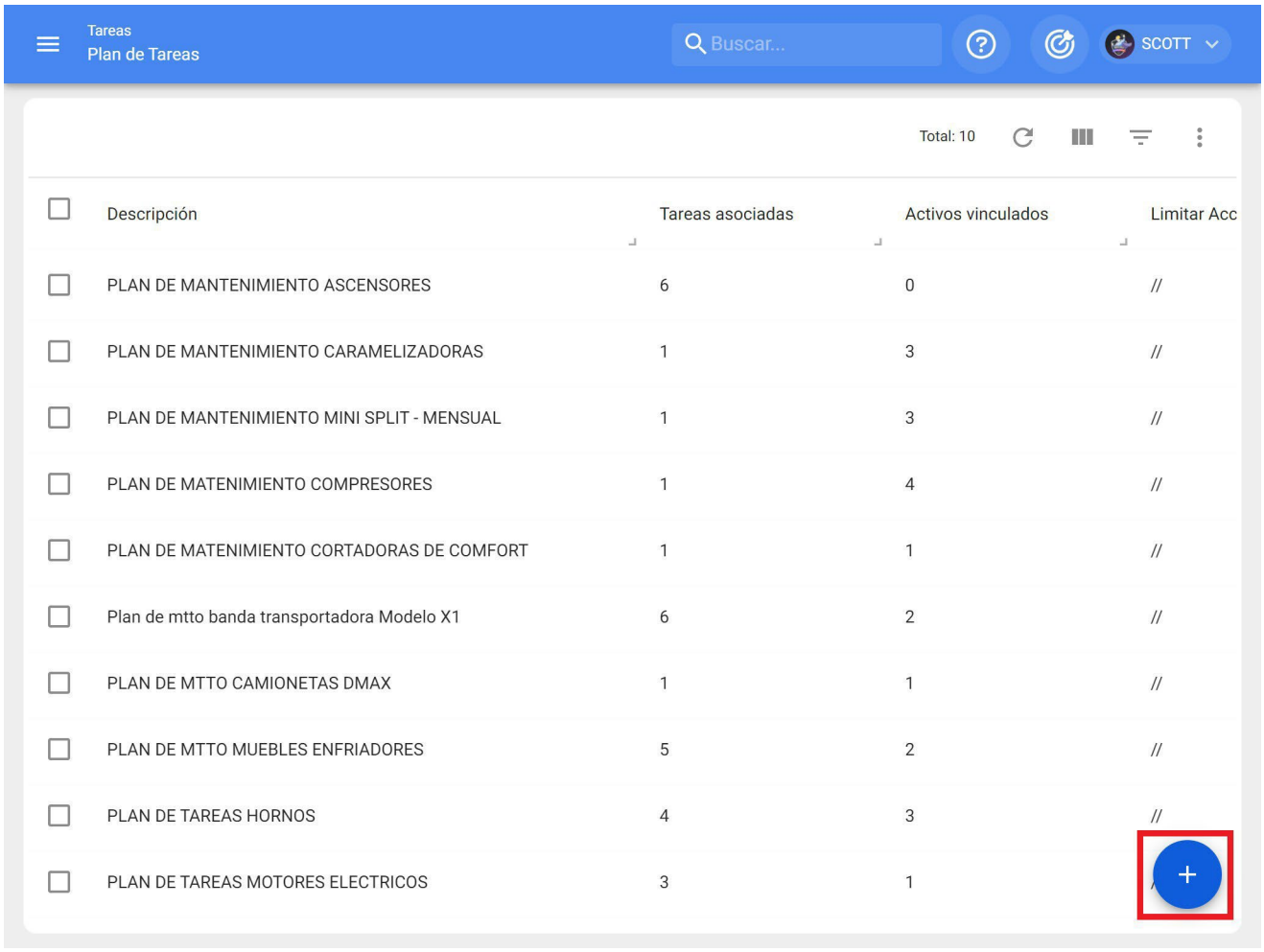
Note: It is important to mention that in Fracttal a planned maintenance can be linked to many assets, while an asset can only have a single planned maintenance linked to it. Therefore, if an asset is linked to a work management plan, this plan must contain each and every one of the tasks associated with the asset in question, since it cannot be linked simultaneously to another different work management plan.

For example: If you have a fleet of 100 vehicles all of the same model, you only need to make a single work management plan containing all the maintenance activities and frequencies applied to that vehicle model. Subsequently, the 100 vehicles must be linked, taking into consideration that the trigger dates or sequences can be configured independently for each of the 100 vehicles.

How to add a work management planned maintenance?

help.fracttal.com/en/articles/6004296-how-to-add-a-work-management-plan

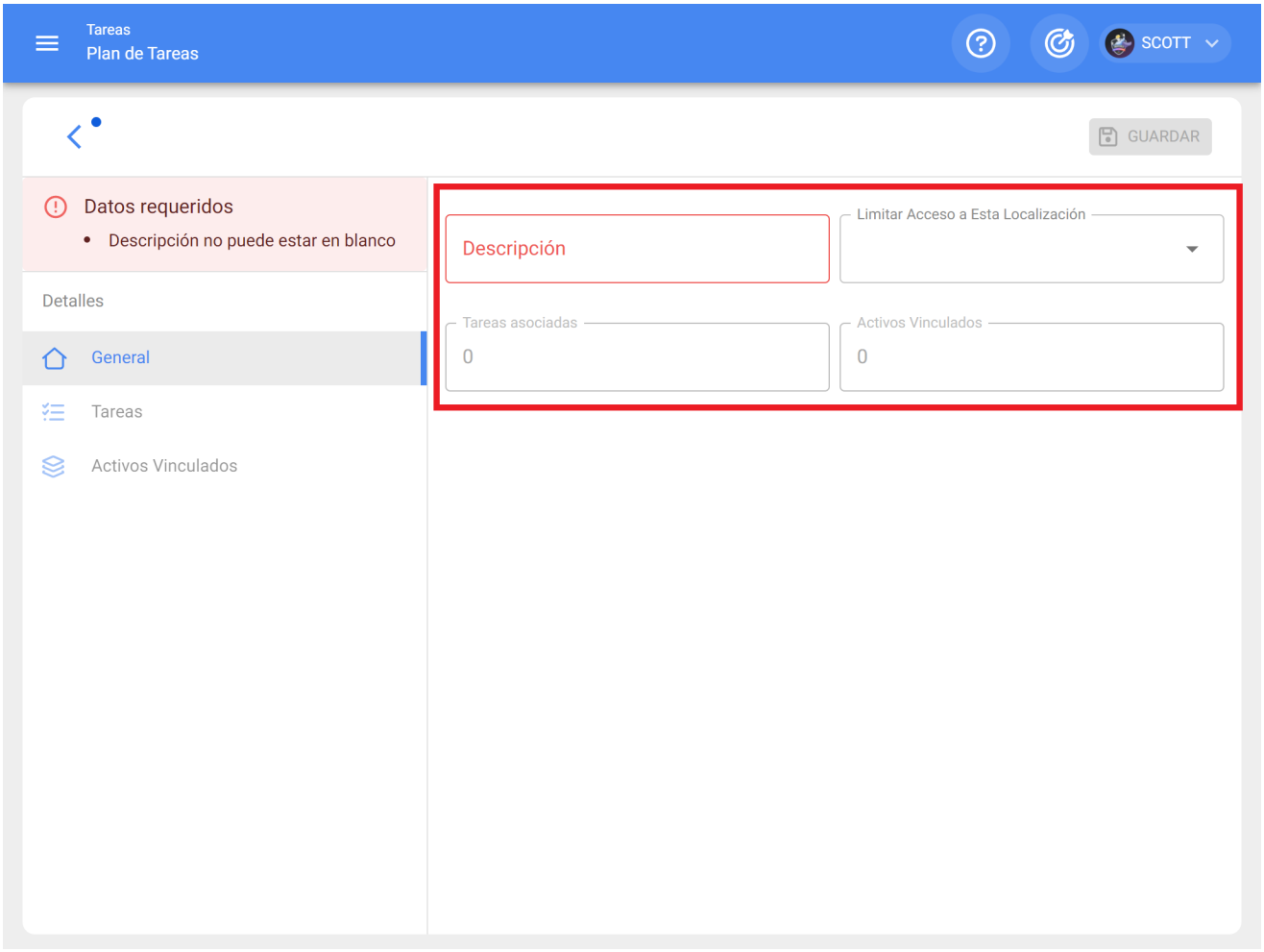
To add a new planned maintenance, click on the add symbol at the bottom right of the screen.



When you click on it, a new window will open where you must load the information corresponding to the work management plan you wish to add, according to the following steps:

Step 1:

Add the corresponding general information to the work management plan, then click on save.

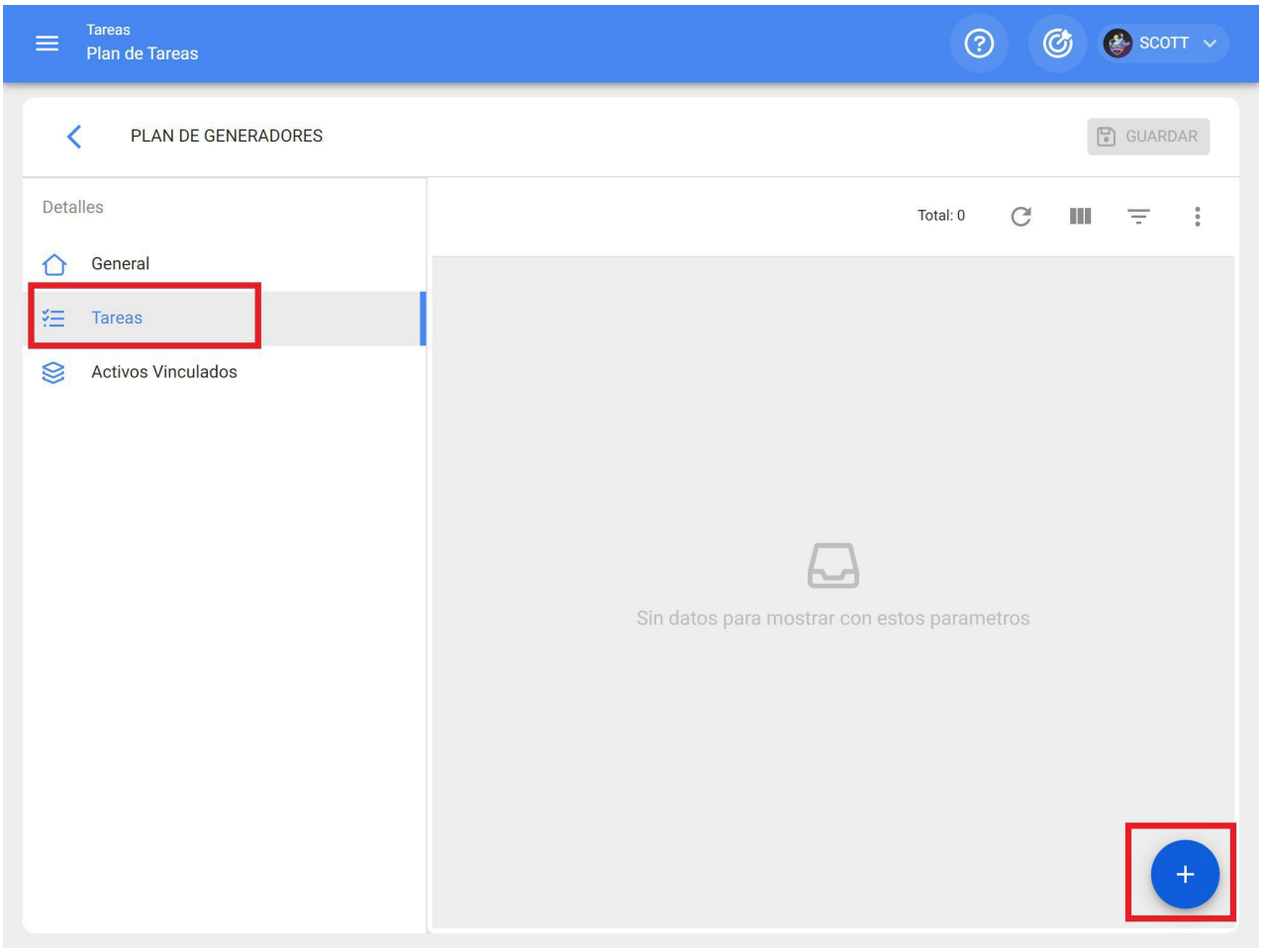


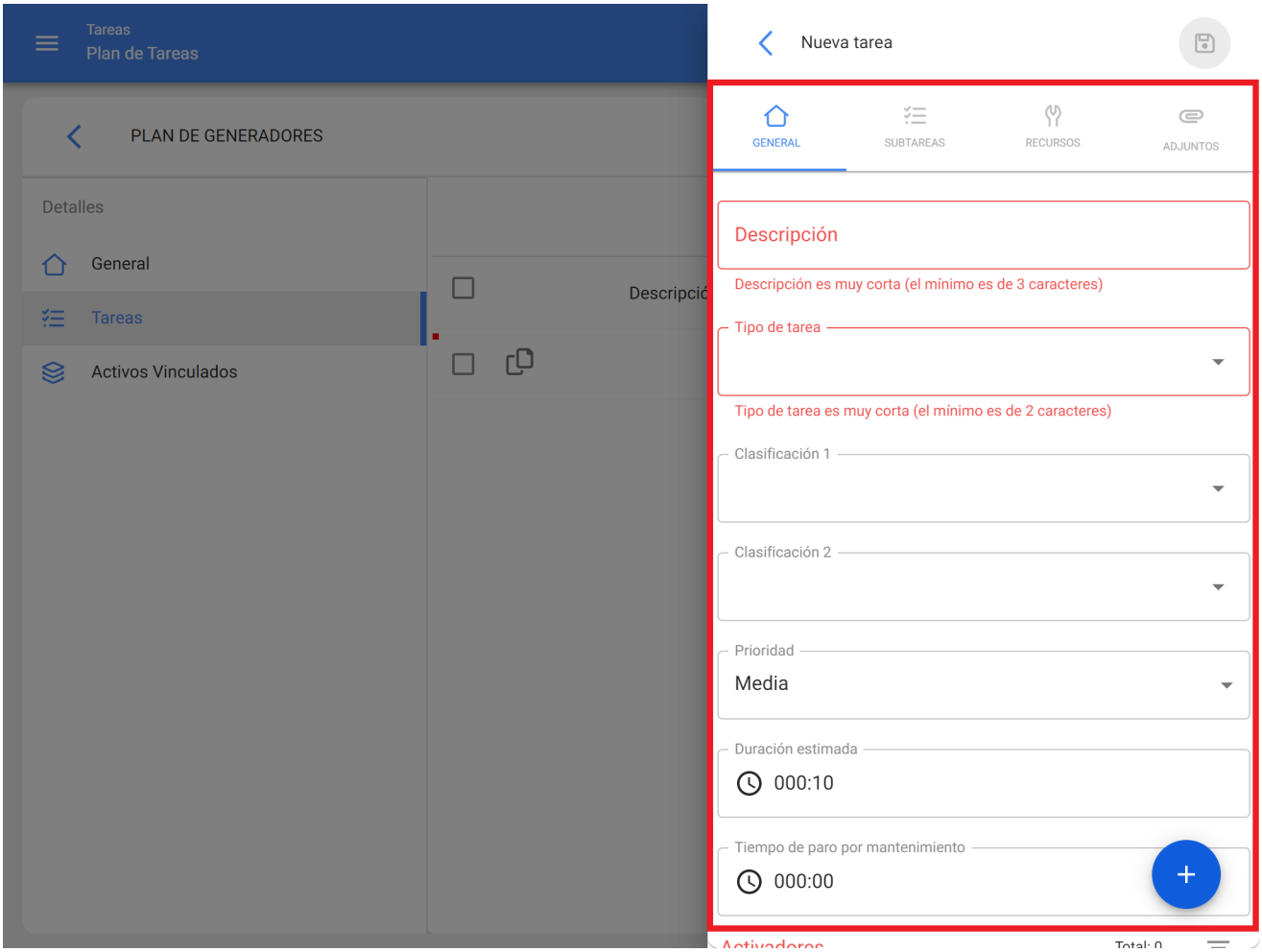
Where, the information requested is as follows:

- ***Description:*** Name that will describe the work management planned maintenance.
- ***Limit Access to This Location:*** Location where the work management planned maintenance is located, taking into consideration the hierarchy that this represents for the visualization of the planned maintenance with respect to other users.
- ***Associated tasks:*** Number of work management tasks contained in the plan (this information will be displayed automatically when completing step 2).
- ***Linked Assets:*** Number of assets that are associated to the work management plan (this information will be displayed automatically when completing step 3).

Step 2

In this step, all the information corresponding to each of the maintenance work management tasks associated to the plan should be added, identifying the general information of each task, as well as their respective subtasks, iterations, resources and attachments.


Tareas
Plan de Tareas
SCOTT
PLAN DE GENERADORES
GUARDAR
Detalles
General
Tareas
Activos Vinculados
Total: 0
Sin datos para mostrar con estos parametros



The following is a description of each of the fields that make up the tabs of information about the work management when they are added to the plan:

General:

- **Description:** Short detail specifying the task in question.
- **Task Type:** Catalog with all the work management types registered in the system.
- **Classification 1 and 2:** Corresponds to free fields left by the platform to complete and give a classification to the task.
- **Priority:** List where the task is classified according to its priority.
- **Estimated duration:** Time it would take to perform the task (actual time is recorded directly in the WO).
- **Maintenance Downtime:** Theoretical time that the stopped asset would last while the activity is executed (the actual time is recorded directly in the WO).

- **Triggers:** Corresponds to the trigger mode of the task, which can be of 4 types (by date, when, each and by event).

Subtasks:

Subtasks are the step-by-step or check-list of activities to be recorded or validated when completing a task. To add subtasks the following fields must be completed

- **Order:** Sequence of subtask ordering
- **Type:** Predefined list with the subtask types that the system has (Text, Yes/No, Number, Verification, One meter reading, GPS Location, List, Date and Time). Depending on the type of subtask, you can have open or closed answers depending on the case.
- **Group/Part:** Catalog where you can stipulate the groups or parts to which the subtask in question belongs.
- **Description:** Complete detail describing the activity.
- **Mandatory:** Option to make the subtask mandatory (filling cannot be completed if the subtasks that have this option activated have not been completed).
- **Mandatory Attachment:** Option that makes it mandatory to add an attachment associated to the subtask (the filling cannot be completed if the attachment has not been added).

Iterations:

It is a function that allows to establish independently which sub-tasks will be performed with each trigger, as well as the number of iterations that each execution cycle represents, thus obtaining a better control over the sub-tasks and avoiding overlapping activities. It is usually used in nested maintanance such as those performed on assets based on mileage or hours of use.

Resources:

Resources can be added to the work management in such a way that they are added each time the task is triggered and are reflected both in the quantities to be used and in the cost of the TOs. To do so, you only have to add the resources, which can be of the following types:

- **Inhouse personnel:** Personnel that will participate in the execution of the activities and therefore their hourly costs are accounted for within the WO.
- **Services:** External services performed by third parties (must be previously added in the third parties module).
- **Inventories:** Resources such as tools or spare parts and supplies that come from a warehouse.

Attachments:

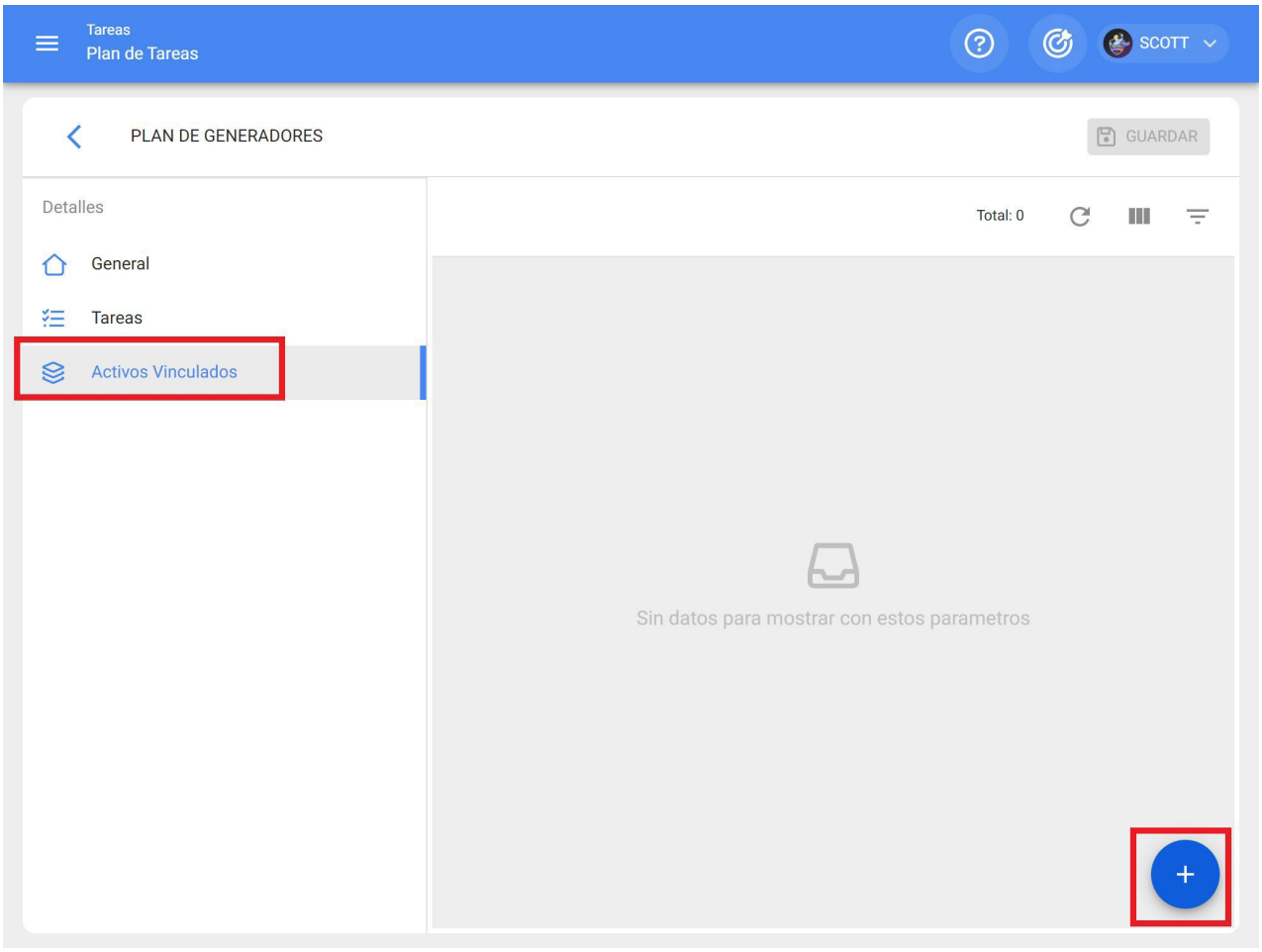
As in resources, attachments can be added to the work management so that they are added each time that task is triggered in a WO. For this purpose, there are different types of attachments that can be added and they are of the following types:

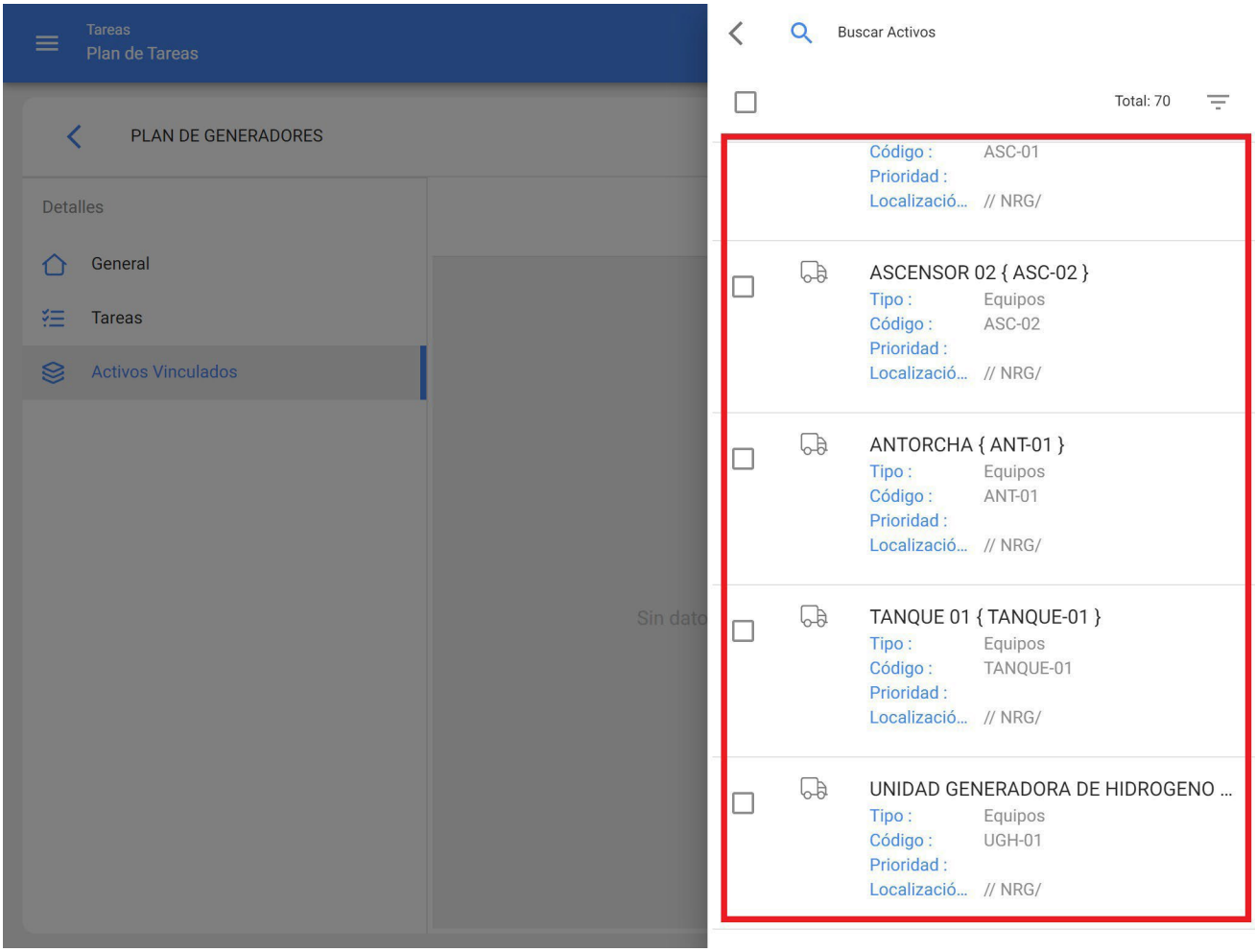
- **Note:** Corresponds to a field to add a text note.
- **Link:** Direct links to internet pages.
- **Files:** Corresponds to documents and images.

Finally, once all the necessary fields are loaded to complete the previous steps and save them, the plan will be created with the detail of all the maintenance work management tasks involved, missing only the linking of the assets associated to the plan.

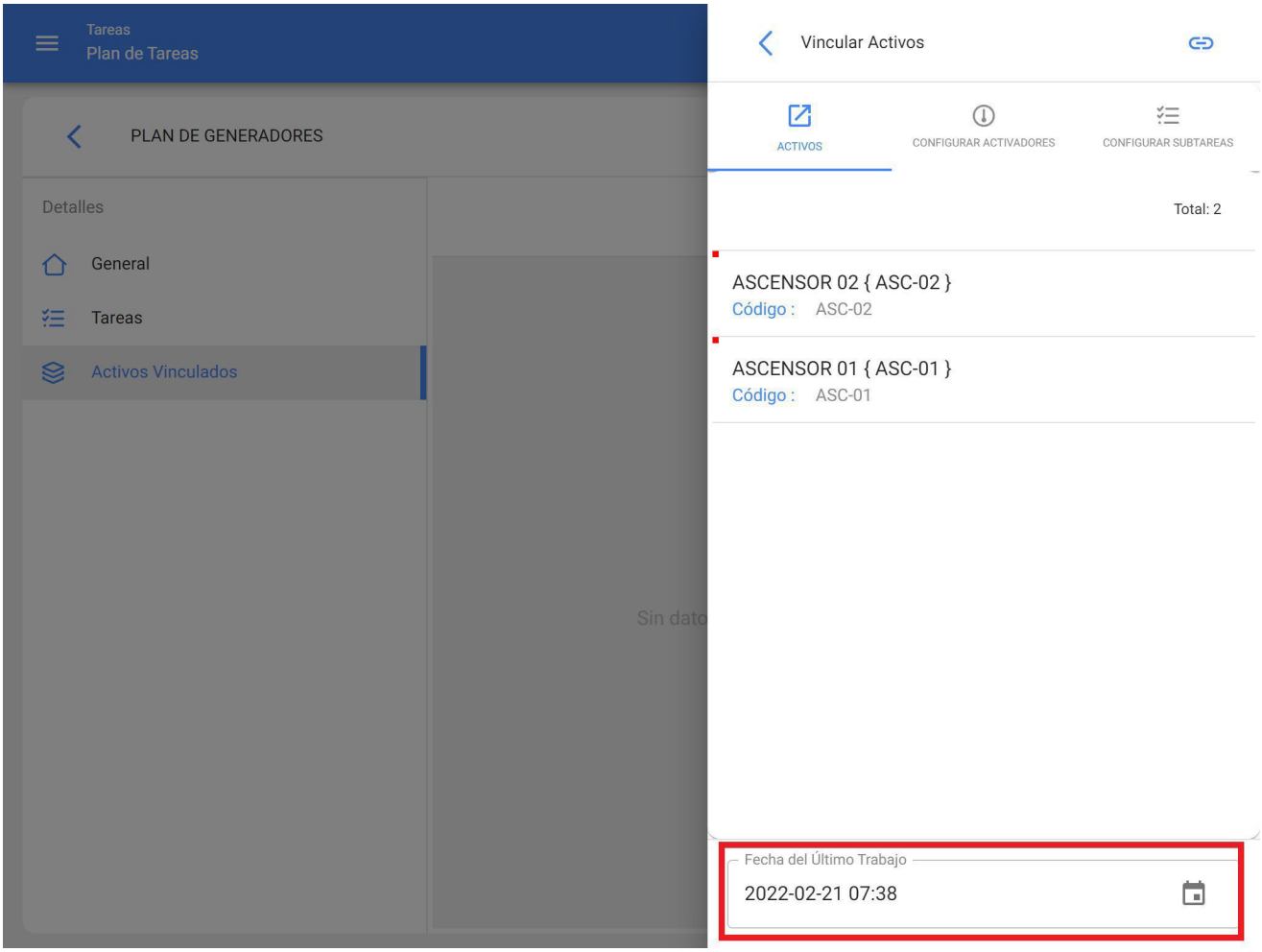
Step 3

After having created the plan together with its respective tasks (steps 1 and 2), the assets that will be governed by this work management plan for the execution of maintenance activities must be linked. To do this, click on the add symbol to open a new window where all the assets that can be linked to the work management plan will be displayed.


Tareas
Plan de Tareas
SCOTT
PLAN DE GENERADORES
GUARDAR
Detalles
General
Tareas
Activos Vinculados
Total: 0
Sin datos para mostrar con estos parametros



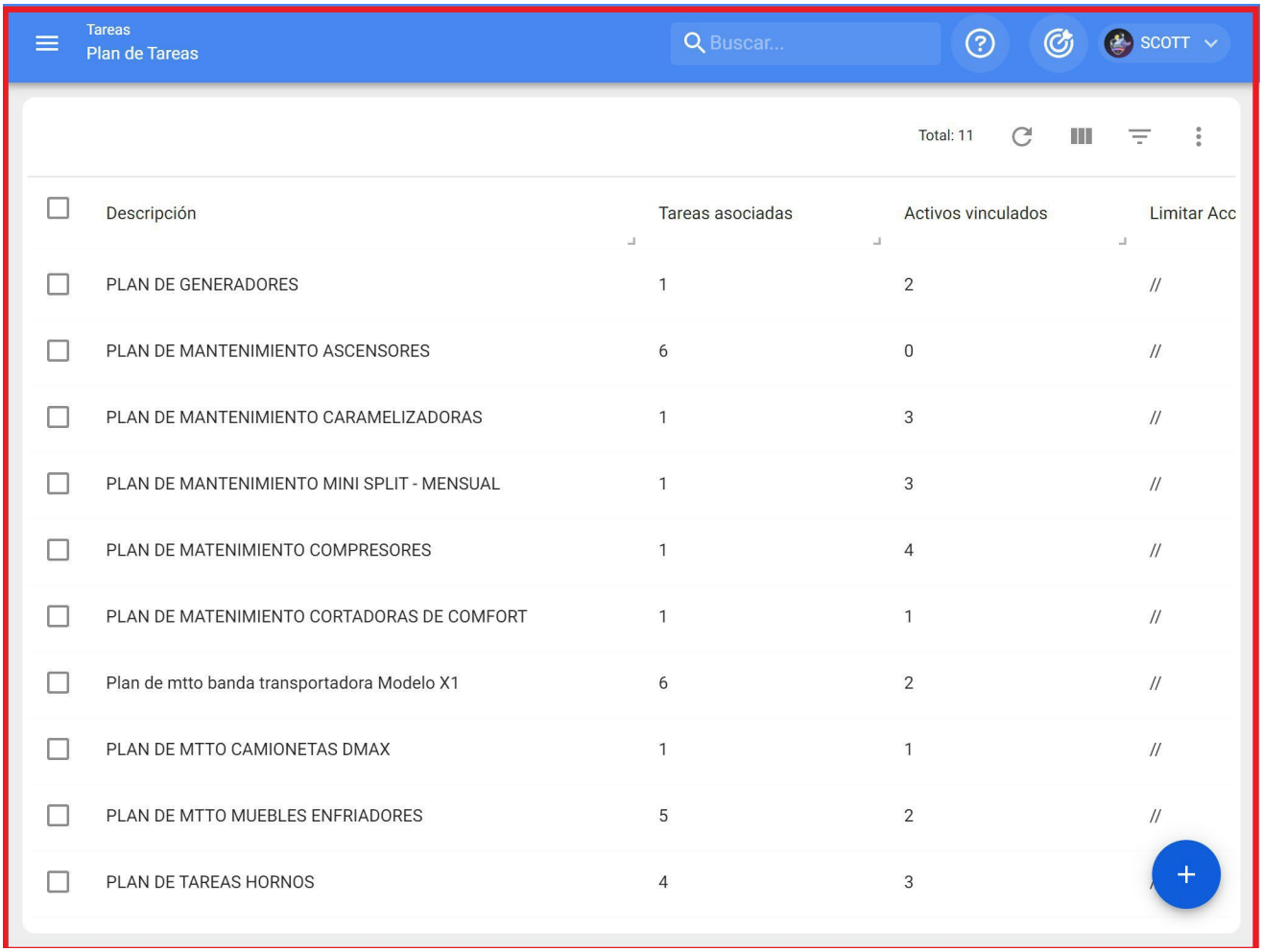
After selecting the asset, the date of the last job must be established so that the system can calculate and schedule the next maintenance with triggers by date.



It is important to note that the date set is a global trigger date for all the work management tasks in the plan. However, it may happen that the dates of the last maintenance tasks have not been executed on the same occasion or do not necessarily coincide, in which case you must configure the dates of the last work management for each of the tasks individually (For more information see section "How to configure the date of the last maintenance tasks for triggers by date").

Then, in a similar way, the meters associated to the triggers or subtasks of the plan must be configured (For more information, see section How to configure meters to a work management plan).

Finally, after completing the 3 previous steps, the planned maintenance plan will be established and all the assets will be linked to this plan, for the execution and management of work management.

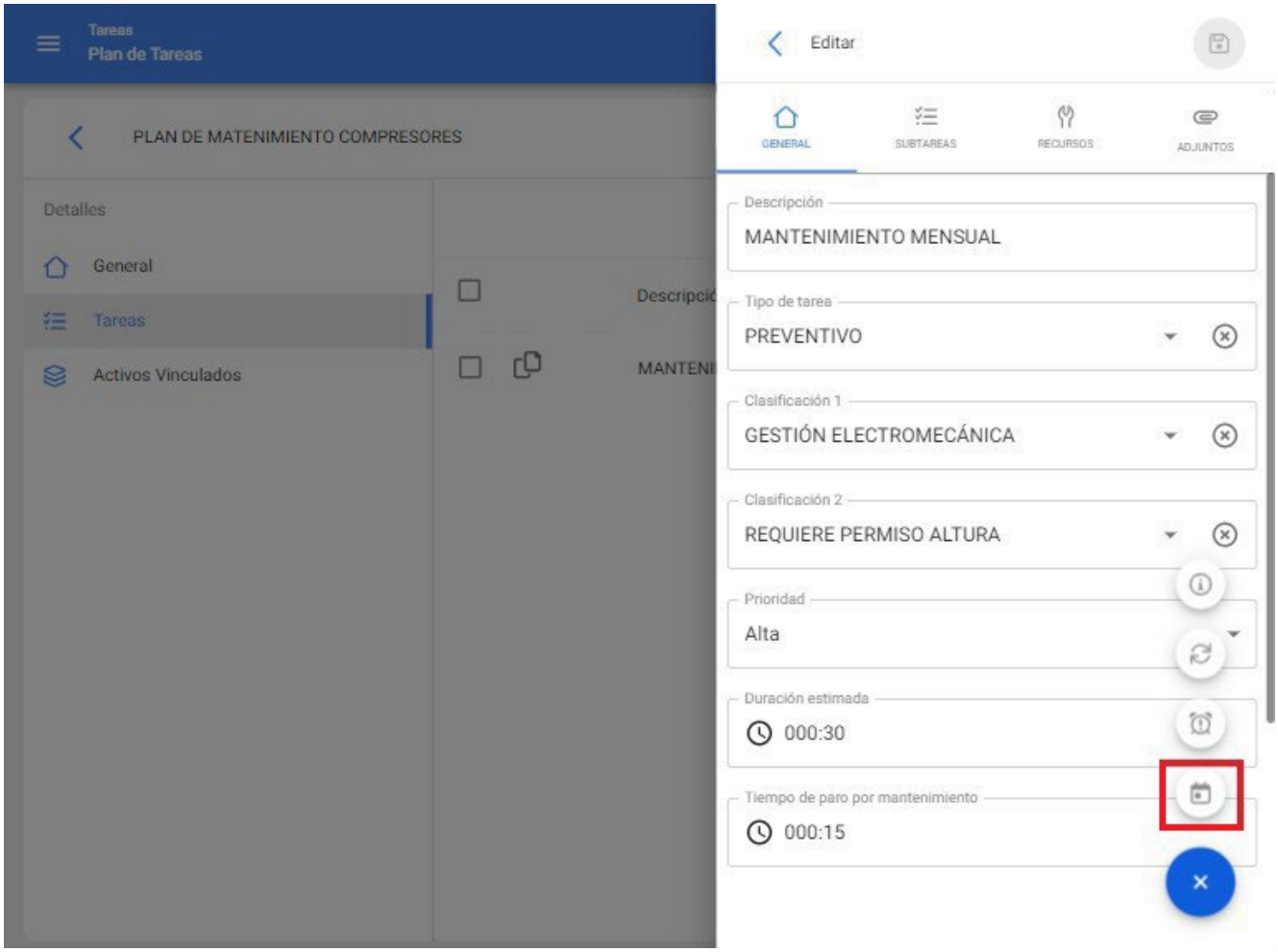

Tareas
Plan de Tareas
Buscar...
SCOTT
Total: 11
Descripción
Tareas asociadas
Activos vinculados
Limitar Acc
PLAN DE GENERADORES 1 2 //
PLAN DE MANTENIMIENTO ASCENSORES 6 0 //
PLAN DE MANTENIMIENTO CARAMELIZADORAS 1 3 //
PLAN DE MANTENIMIENTO MINI SPLIT - MENSUAL 1 3 //
PLAN DE MATENIMIENTO COMPRESORES 1 4 //
PLAN DE MATENIMIENTO CORTADORAS DE COMFORT 1 1 //
Plan de mtto banda transportadora Modelo X1 6 2 //
PLAN DE MTTO CAMIONETAS DMAX 1 1 //
PLAN DE MTTO MUEBLES ENFRIADORES 5 2 //
PLAN DE TAREAS HORNOS 4 3

What types of triggers can be added to a task?

help.fracttal.com/articles/6007459-which-types-of-triggers-can-be-added-to-a-task

Currently in the platform there are 4 types of triggers to which a task can be associated. The operation of each of these will be explained below:

Trigger by date

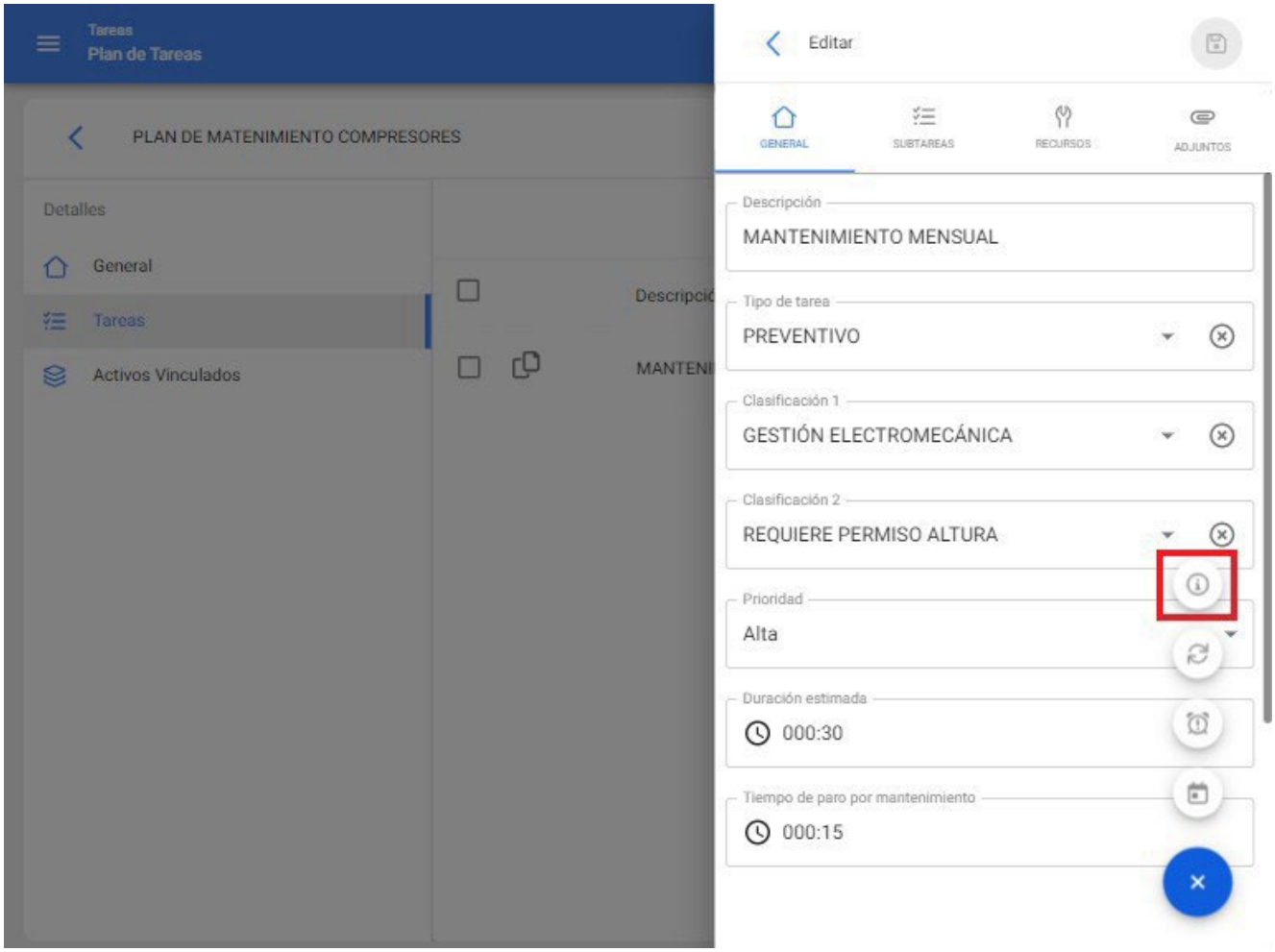


Corresponds to the work management that has a scheduled execution frequency according to a calendar. That is, they are performed every certain period of time. When selecting this type of trigger, the following fields must be completed:

- **Doing every:** Frequency with which the task is repeated
- **Frequency:** Unit of frequency with which the task is repeated.

- **Repeat:** Option to set whether the task is repeated finitely or will remain active indefinitely.
- **Times:** Number of times in which the execution of the task is repeated (in case it has been established that it is repeated in a finite way).
- **Fixed Schedule:** Option that allows setting the date of the next schedule as fixed (as established) or to be rescheduled from the last execution. For example, if we have a task that has a trigger with a frequency of every 30 days and has a fixed schedule, it will not matter if the task is executed as scheduled or with a delay, since the following activations will be fixed every 30 days. On the other hand, if you do not have the fixed schedule option, the next trigger will be performed after 30 days, but starting from the date on which the task was executed.

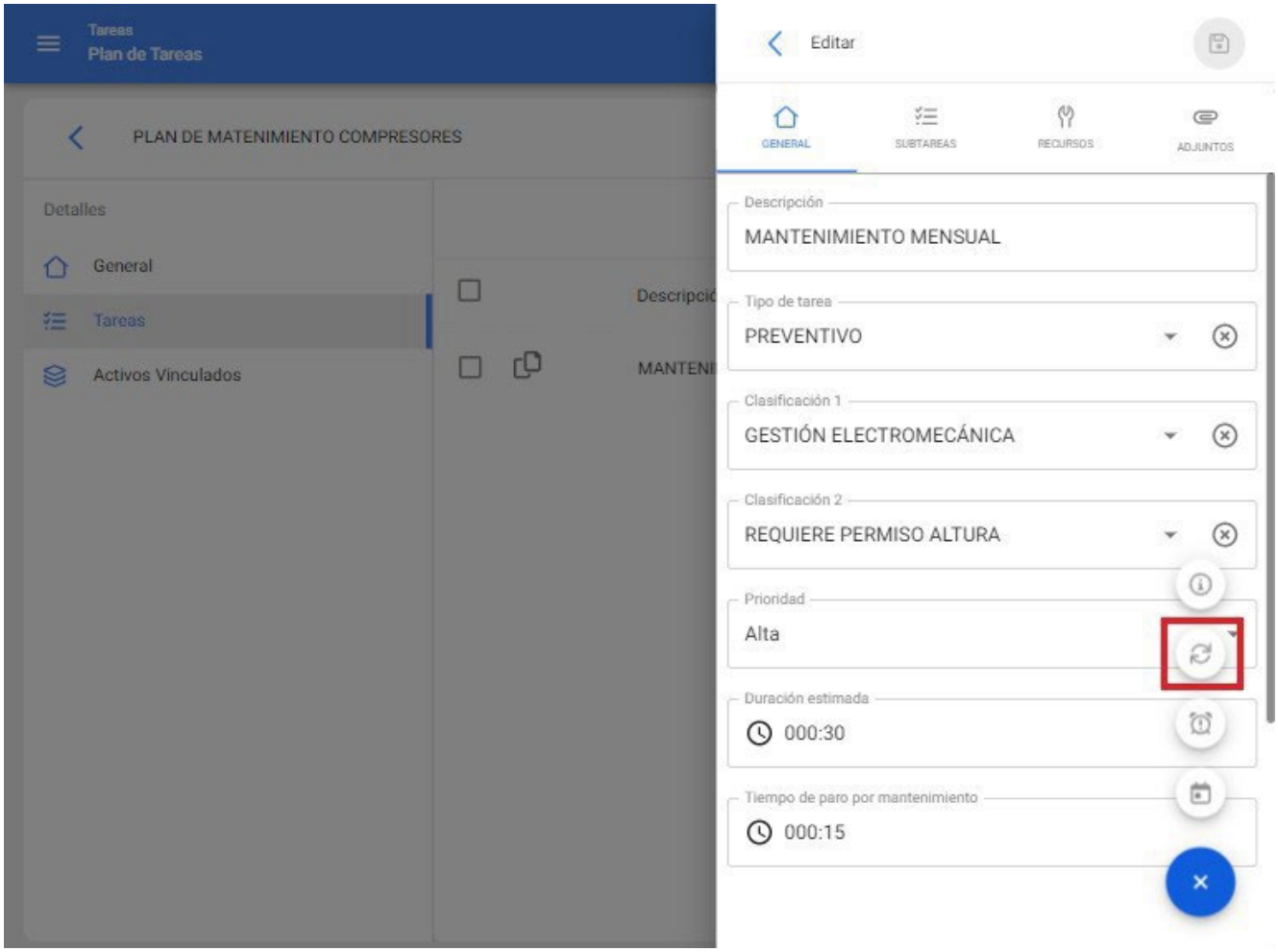
Event Trigger



Corresponds to the work management that do not comply with a particular trigger frequency and that are only triggered through the execution of an unplanned task (the events are displayed through a list previously uploaded to the system). For example, the events

can be associated to situations such as, some types of failures, requests or activities that are not necessarily defined with a regular trigger frequency, but the procedure to follow in case they occur is known.

Trigger Each

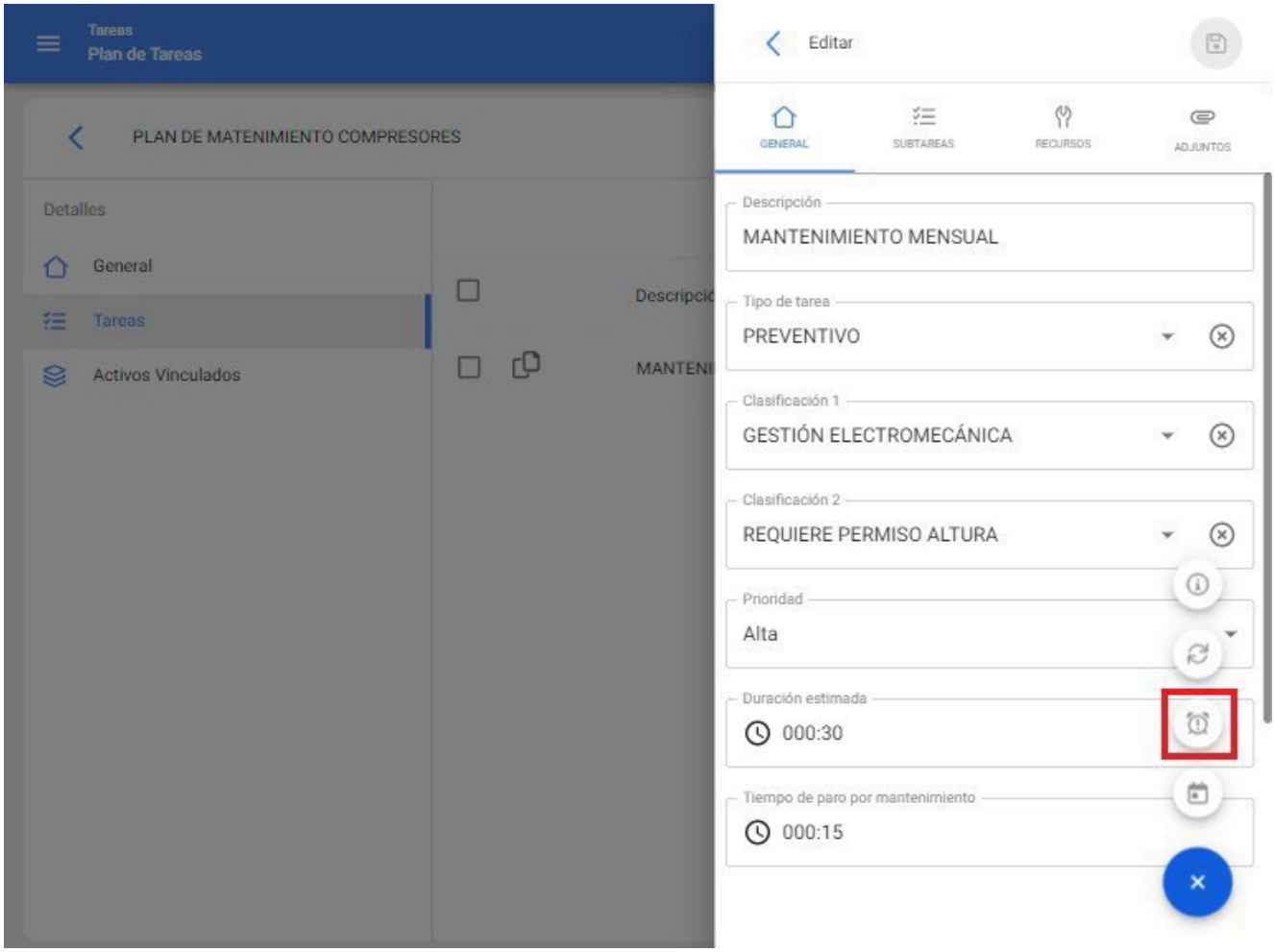


Corresponds to triggers by means of accumulating meters or counters (kilometers, hours, etc.). This type of triggers works every time a certain meter accumulates the units required for the execution of some task. When selecting this type of meter, the following fields must be completed:

- **Frequency:** Number of cycles to be completed for the execution of the task.
- **Unit:** Measurement system associated with the meter reading and task trigger.
- **Until:** Number of cycles in which the task will be executed (in case the activity is executed indefinitely, it is left without limit).

- **Fixed scheduling:** Analogous to the triggers by date, this option allows you to set the reading at which the next trigger will be executed, which can be fixed (as set) or taken from the last reading recorded at the time of executing the task.

Trigger When



Corresponds to triggers by means of non-accumulator meters or non-meters that can fluctuate over time (temperature, voltage, amperage, etc.). This type of triggers work when a reading is registered that meets the established conditions or outside a certain parameter. When selecting this type of meter the following fields must be completed:

- **Unit:** Measurement system associated with the meter reading and task trigger.
- **Sea:** List with the conditions that can be set to define the parameters that the recorded reading must meet to trigger the activation of the task.
- **Value:** Number that defines the numerical parameter to be considered for the trigger of the task.

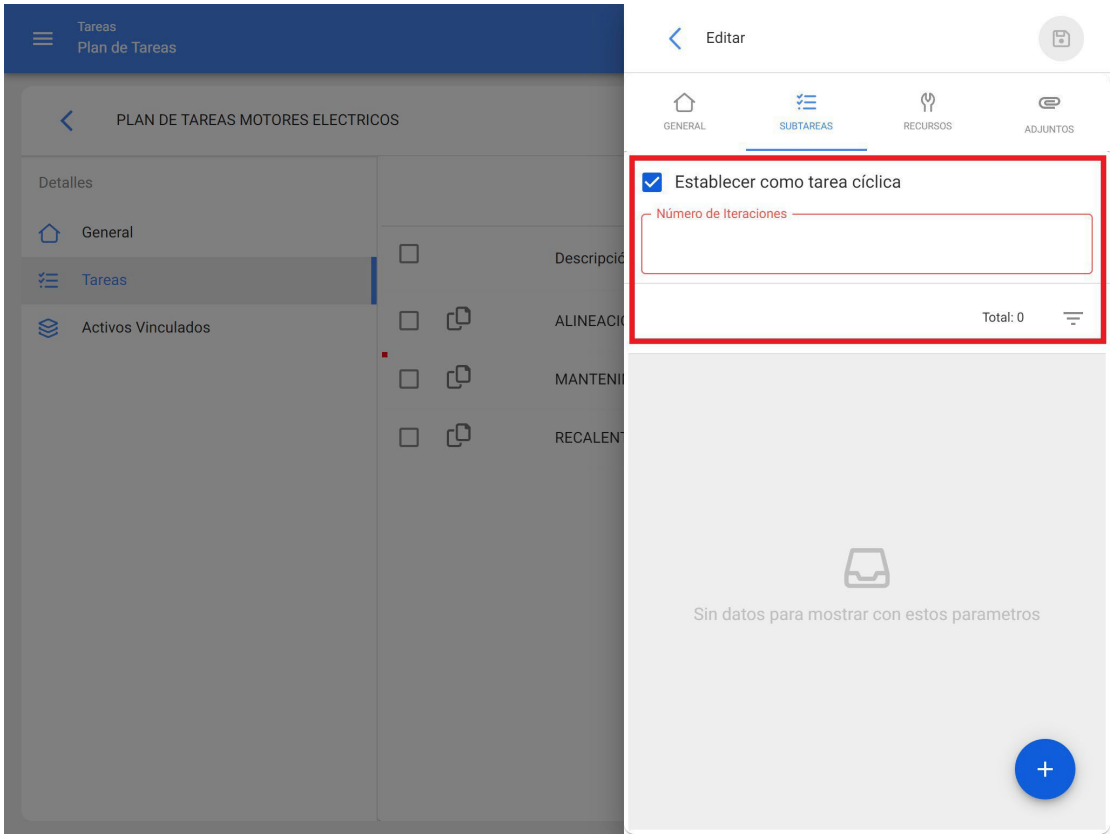
How do subtask iterations work?

help.fracttal.com/en/articles/6007474-how-subtask-iterations-work

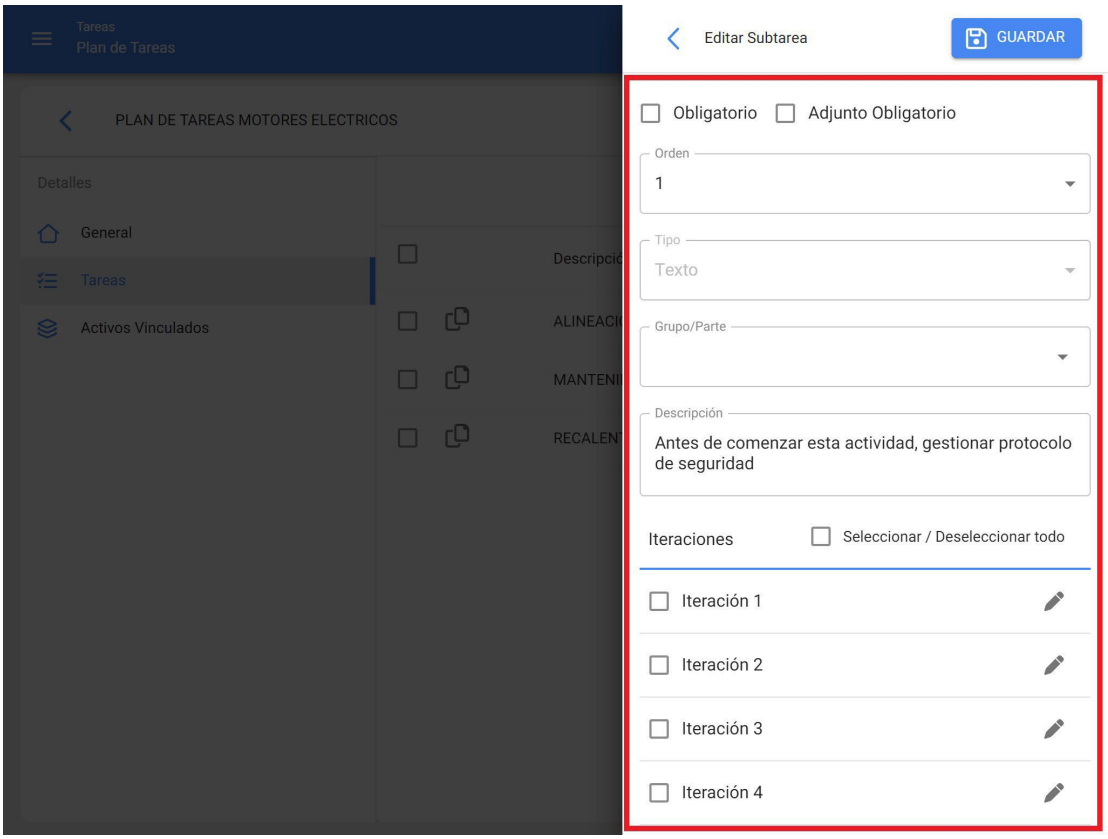
The iterations function is designed for those work management tasks that are cyclical or nested, such as vehicle maintenance where certain activities are performed repetitively according to the mileage traveled, thus being able to overlap some of these tasks.

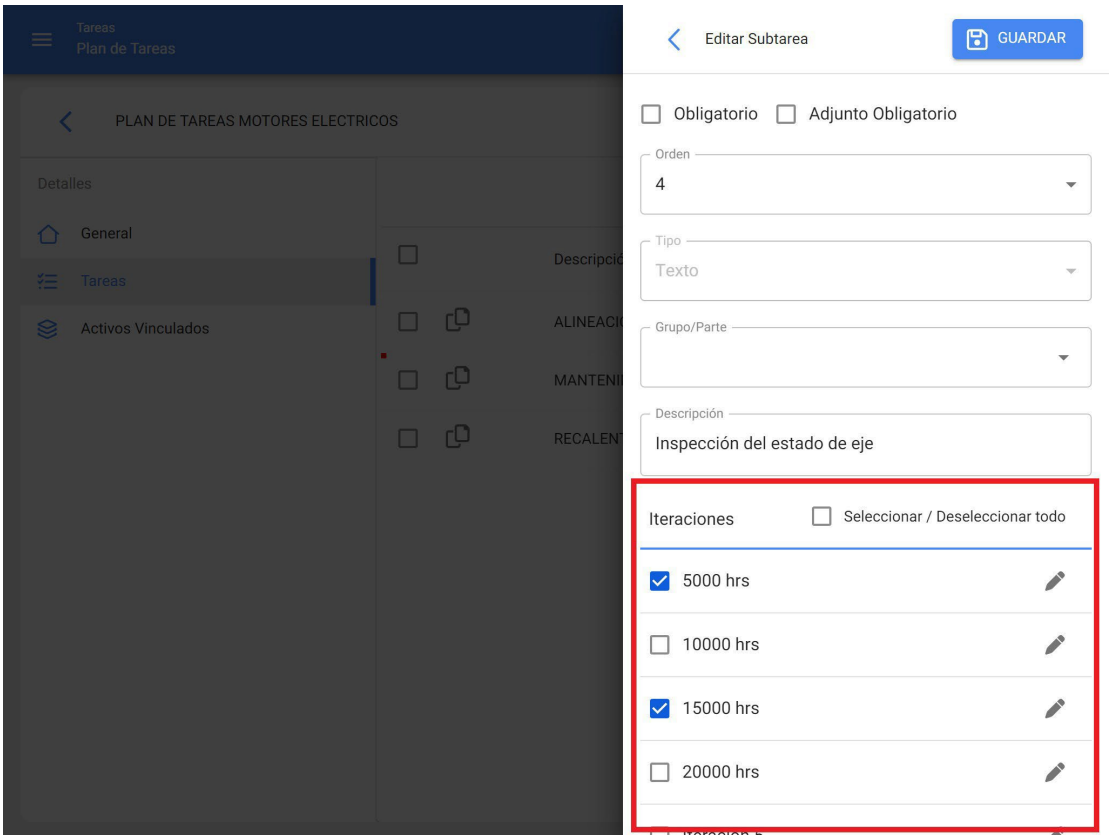
This is why, with the iterations function, it is possible to determine in which part of the cycle of a task each subtask should be executed and thus have a better control of the complete maintenance cycle.

To activate the iterations function, we must go to and select the task of the plan in question and click on the iterations tab and activate the "Set as cyclic task" option.



Then you must indicate the number of iterations in which each cycle of subtasks will be divided, and then select which subtask will be performed in each specific iteration.





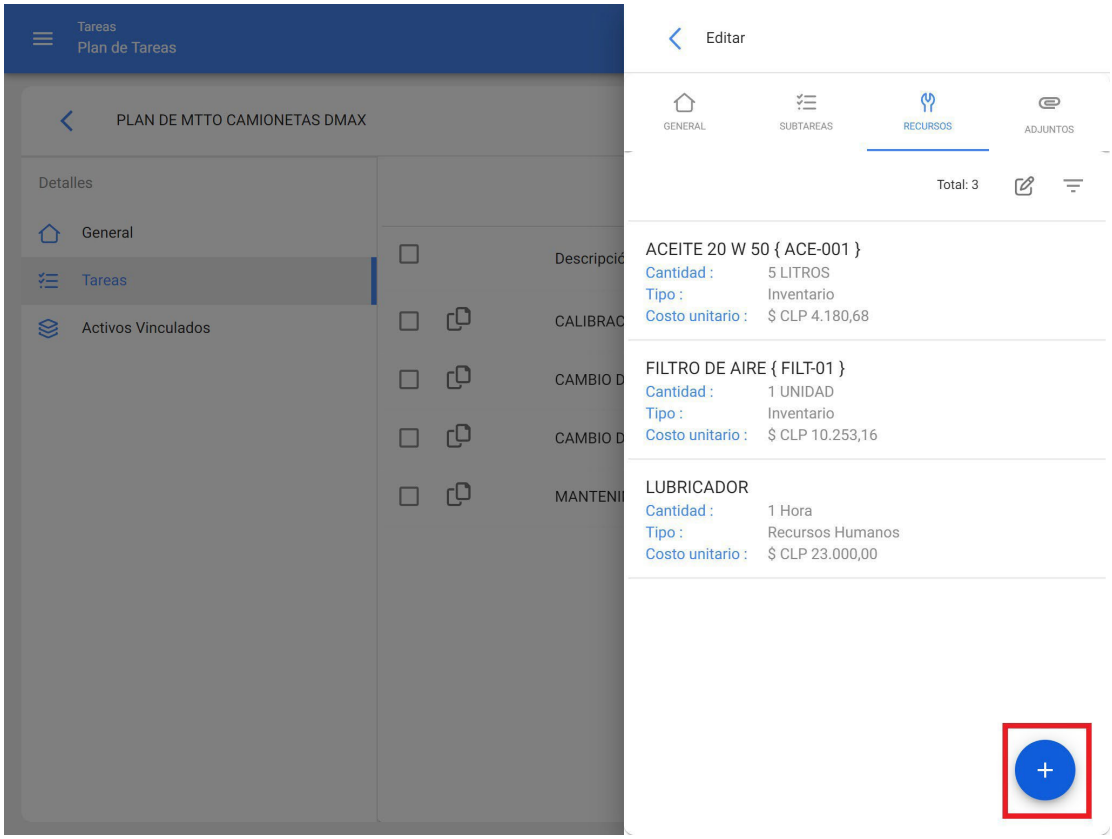
Finally, just click on the save option to register the editing done.

How to configure resources by iterations?

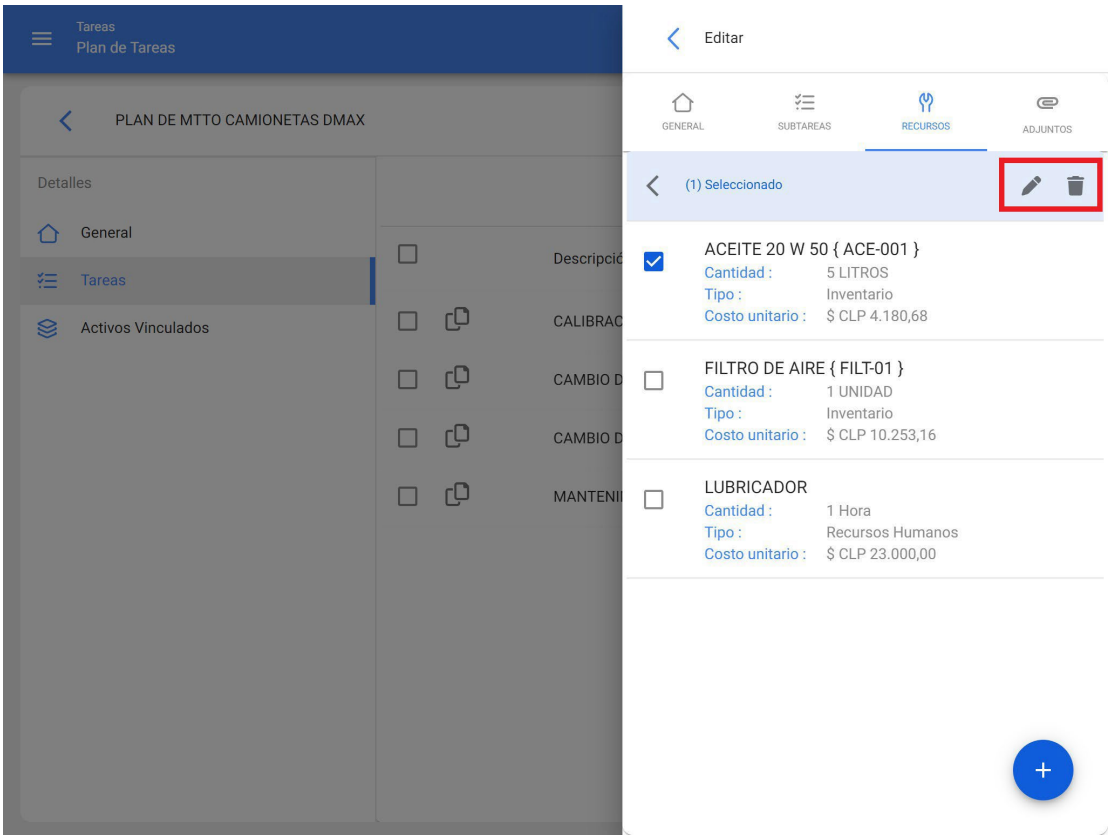
help.fracttal.com/articles/6007512-how-to-configure-resources-by-iterations

Just as it is possible to establish subtasks by iterations, it is also feasible to define directly in a work management plan which resources will be used according to each iteration.

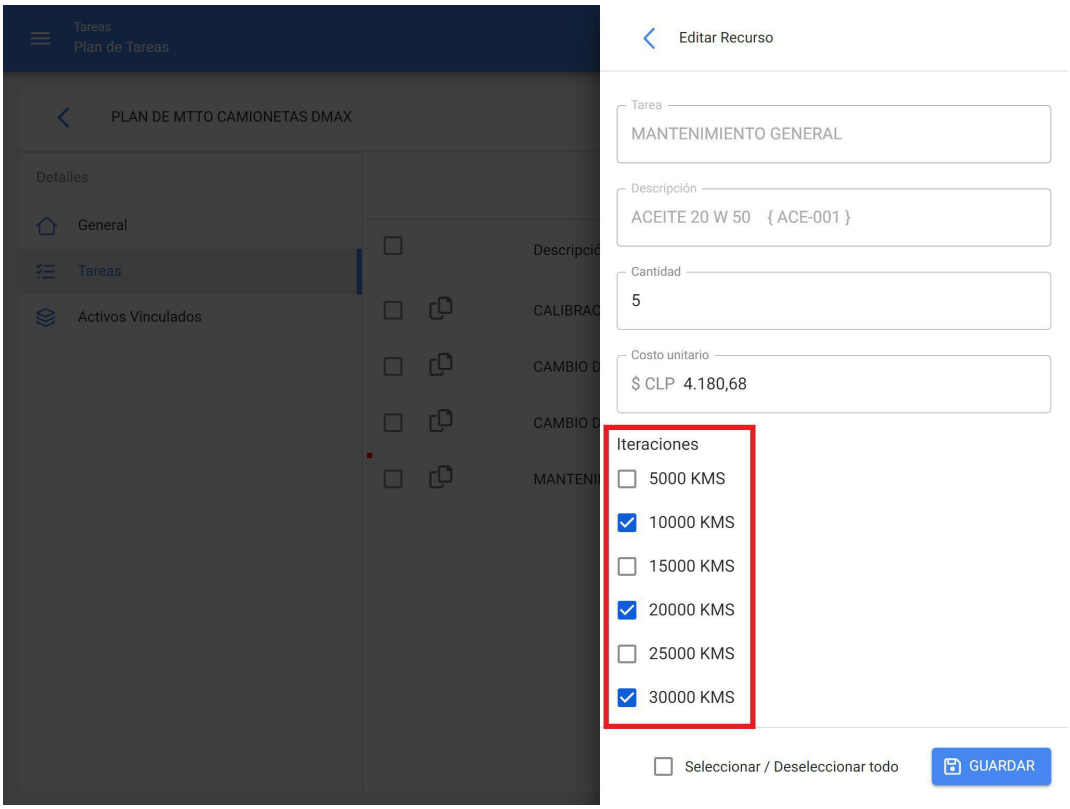
To add resources based on iterations, only one resource must be added to the work management plan in the normal way.



Then, when selecting the added resource (it can be an inventory, human resource or service type), an editing bar will be enabled.



By clicking on edit, a new window will appear where you can define in which iterations this resource should be used.



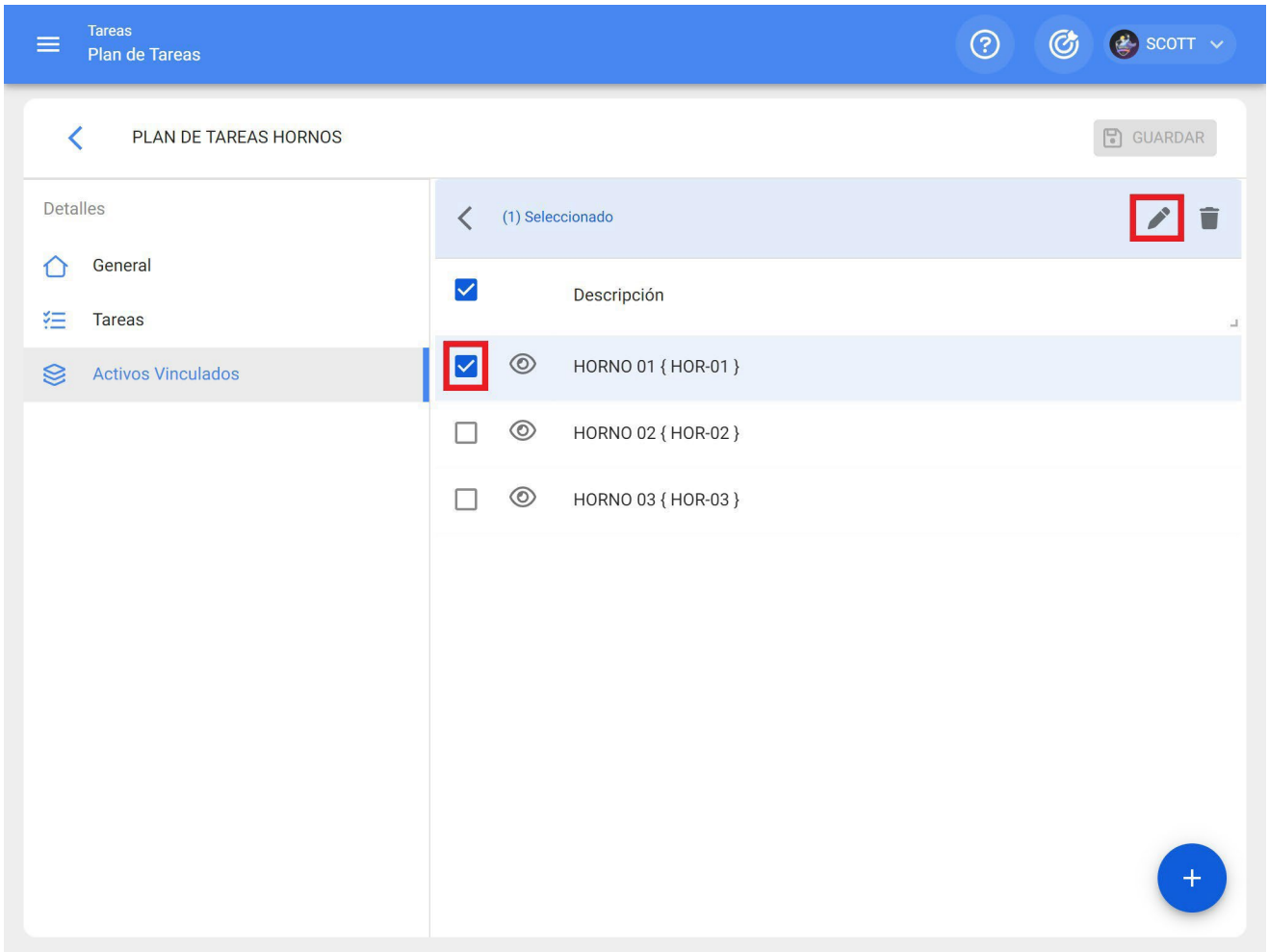
Finally, after making the settings, click on the save button to make the changes effective.

How to set the date of the last maintenance for triggers by date?

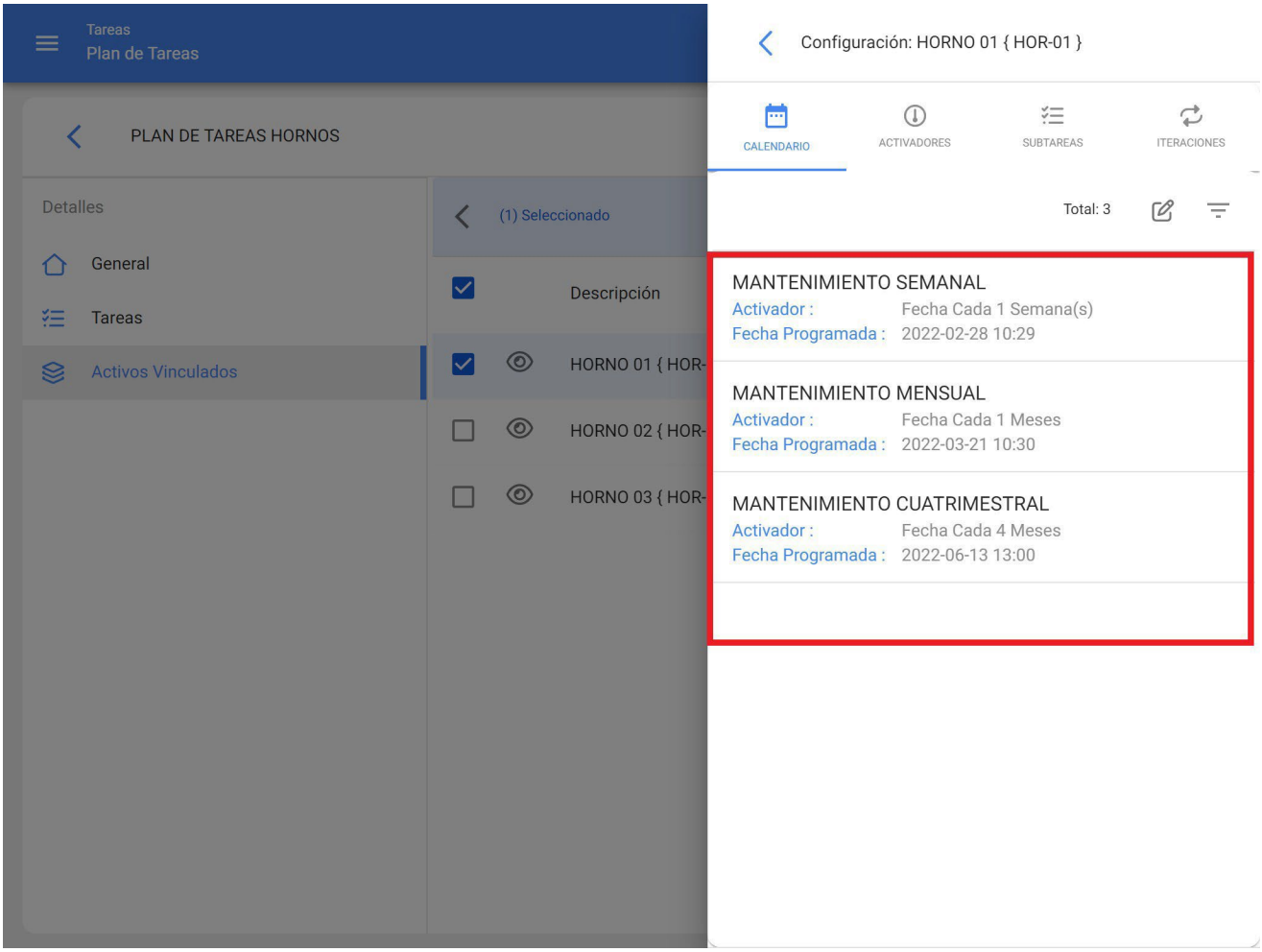
help.fracttal.com/en/articles/6007492-how-to-set-the-date-of-the-latest-maintenance-for-by-date triggers

This option is ideal, since it allows to independently establish the next trigger dates for each of the work management tasks associated with a plan, based on the dates on which the last maintenance was performed on the asset in question.

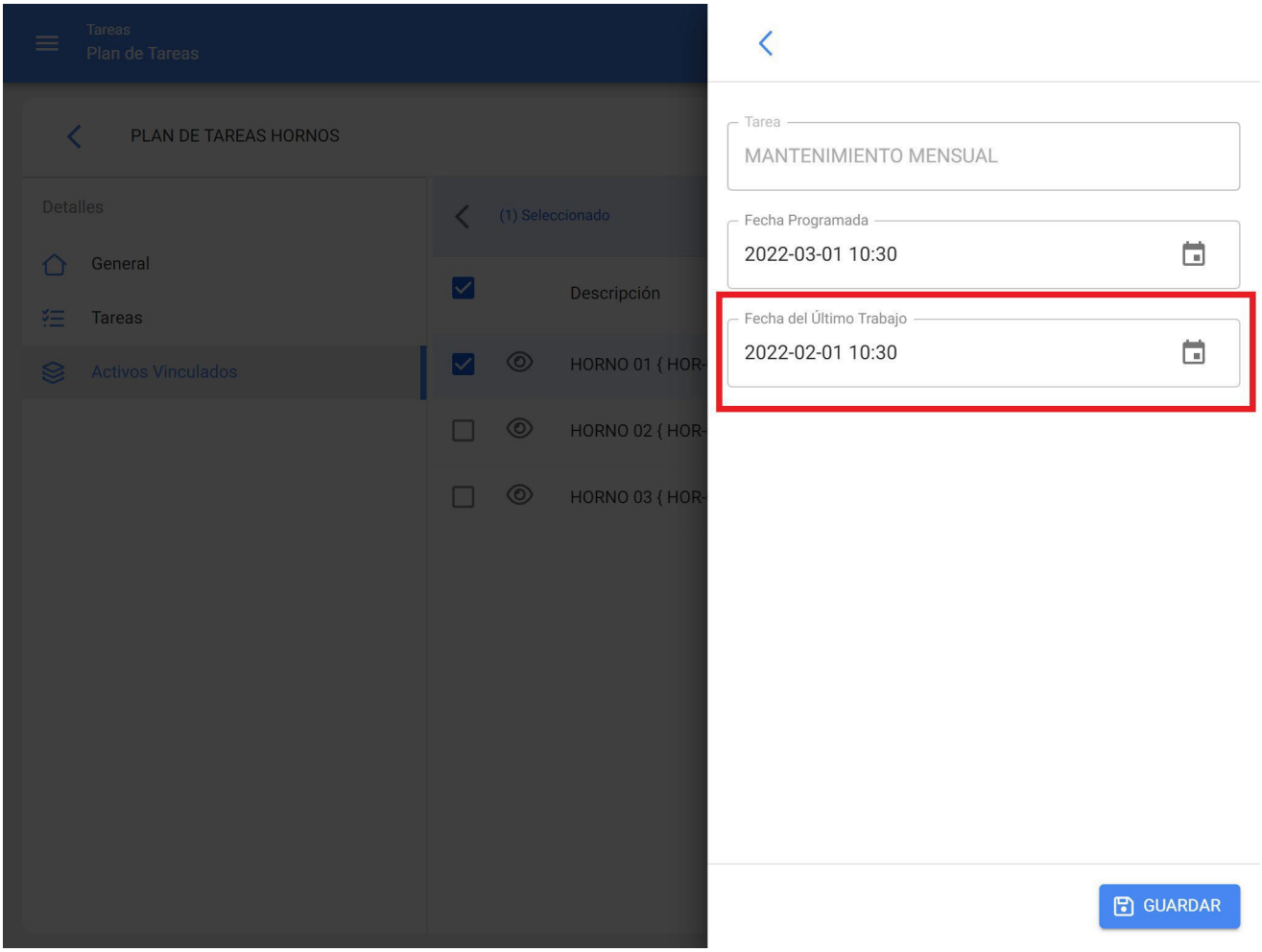
To do this, first go to the "Assets" tab to select the asset for which you want to configure the dates of its last maintenance for the triggering of the next work management (this procedure can be performed for each of the assets associated to the plan independently).



When you click on edit, a new window will open in which all the task settings tabs will appear (Calendars, Triggers, Subtasks, Iterations), in which case you should select the calendar tab where all tasks with a trigger by date will be displayed.



Then, just select the task in question and the system will display a window where you can modify the date of the last maintenance and the date of the next trigger for the task. Finally, after making the modification, click on the "Save" button to make the changes.

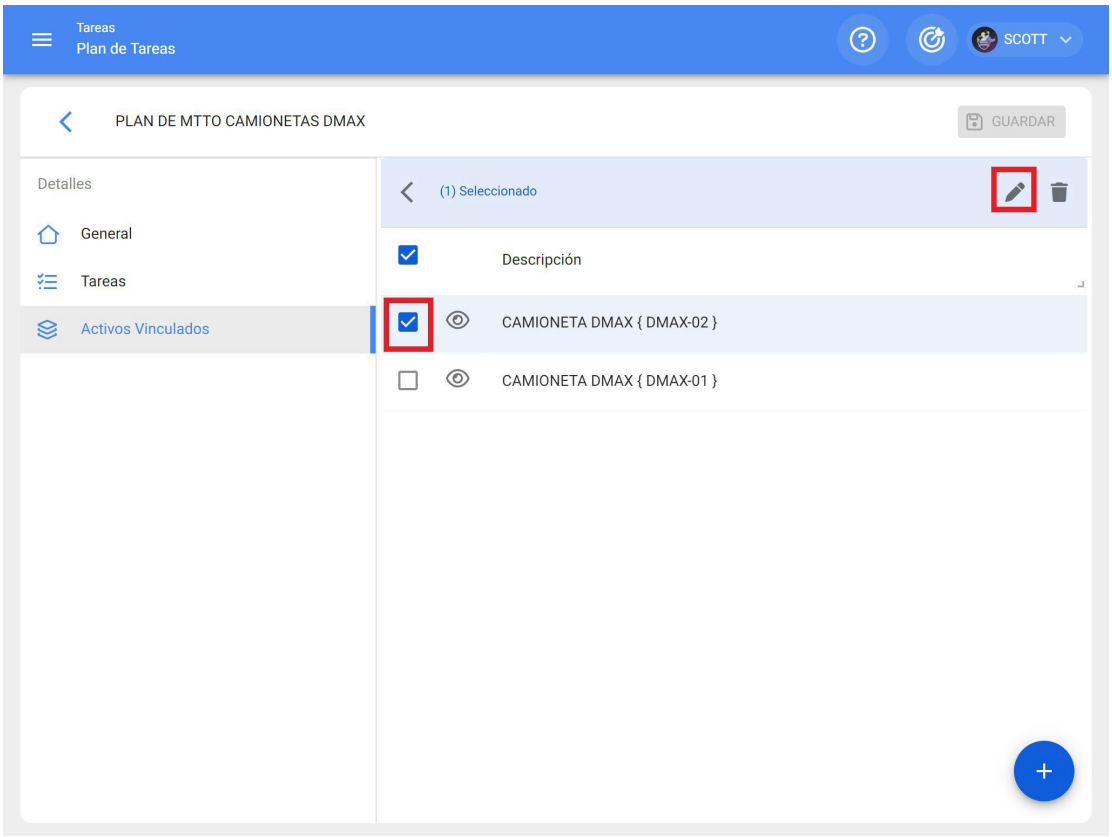


Note: It is important to mention that the configuration and modification of the dates of the last maintenance can be performed as long as the asset recently linked to the plan does not have a work order associated to the task to be modified, otherwise the modification will not be possible, since the next execution will be governed by the maintenance performed in the work order already issued.

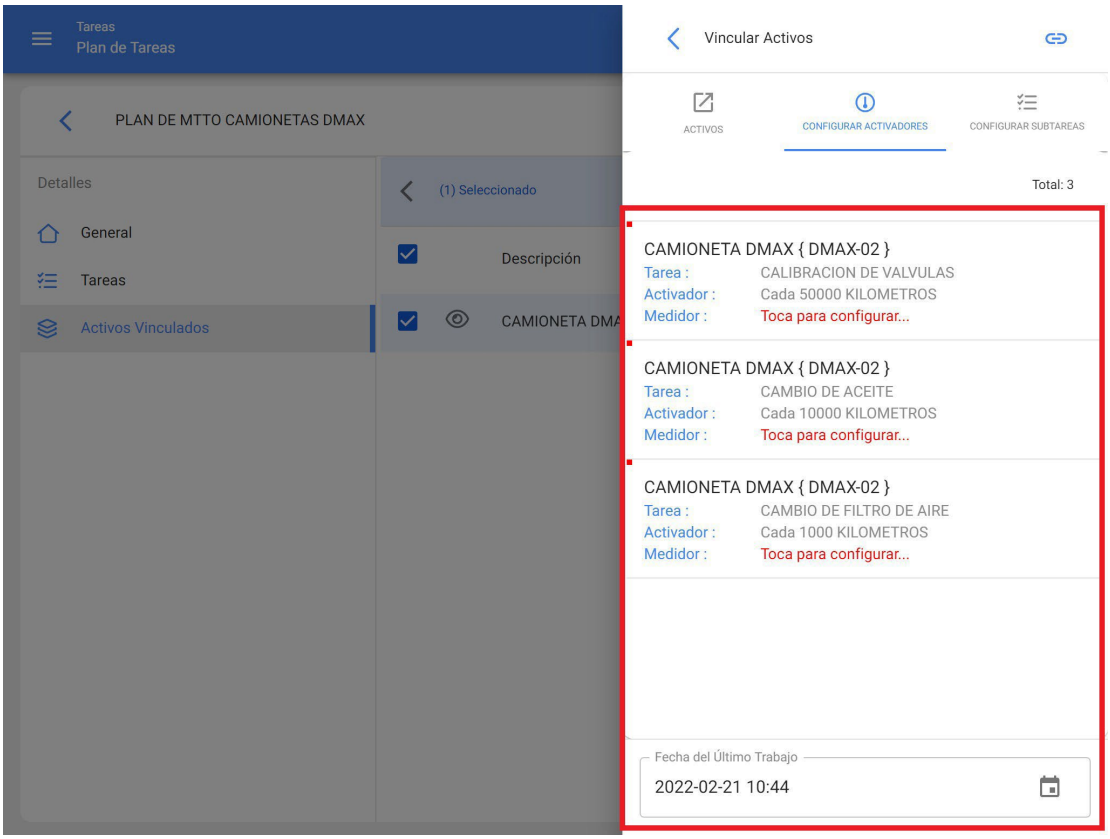
How to link meters to a work management planned maintenance?

help.fracttal.com/articles/6007500-how-to-link-meters-to-a-work-management-plan

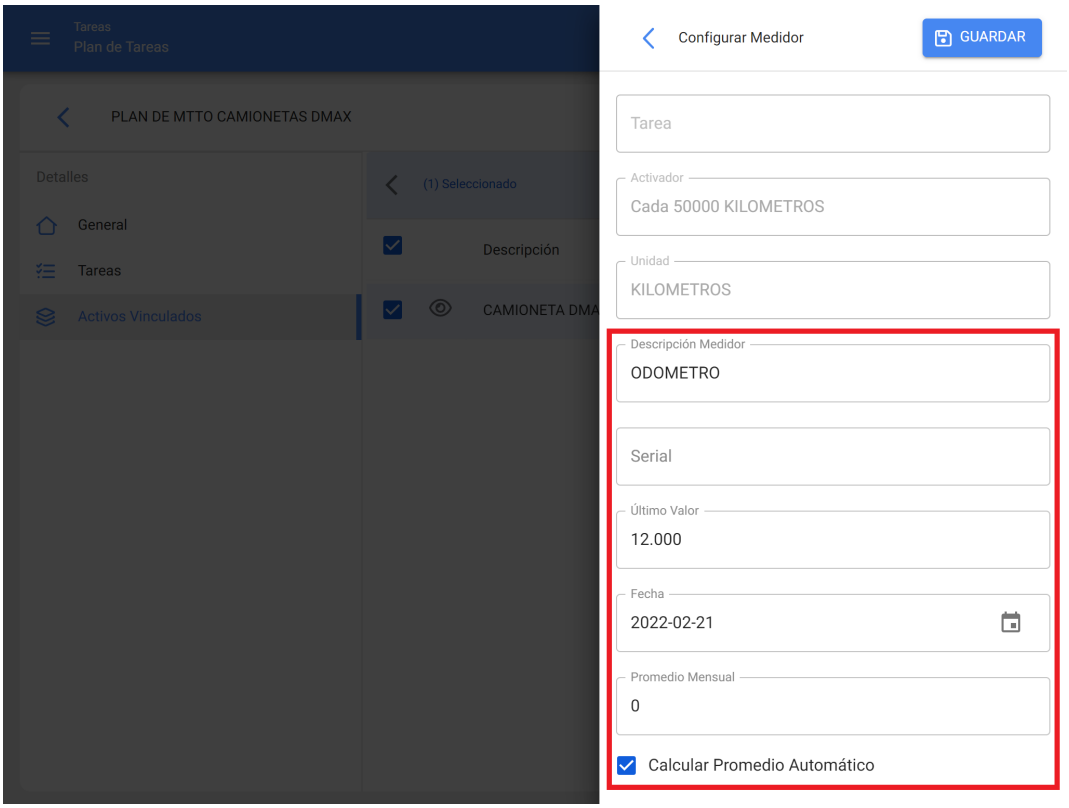
If a planned maintenance plan has triggers per reading, the meters must be linked to each associated asset. To do this, first go to the "Assets" tab and select the asset to which you want to configure the trigger (this procedure can be done for each of the assets associated to the plan independently).



When clicking on edit, a new window will open in which all the task settings tabs will appear (Calendars, Triggers, Subtasks, Iterations), in which case the Triggers or Subtasks tab must be selected (depending on where the meters are added), where all the tasks with triggers or subtasks associated with the meter reading will be displayed.



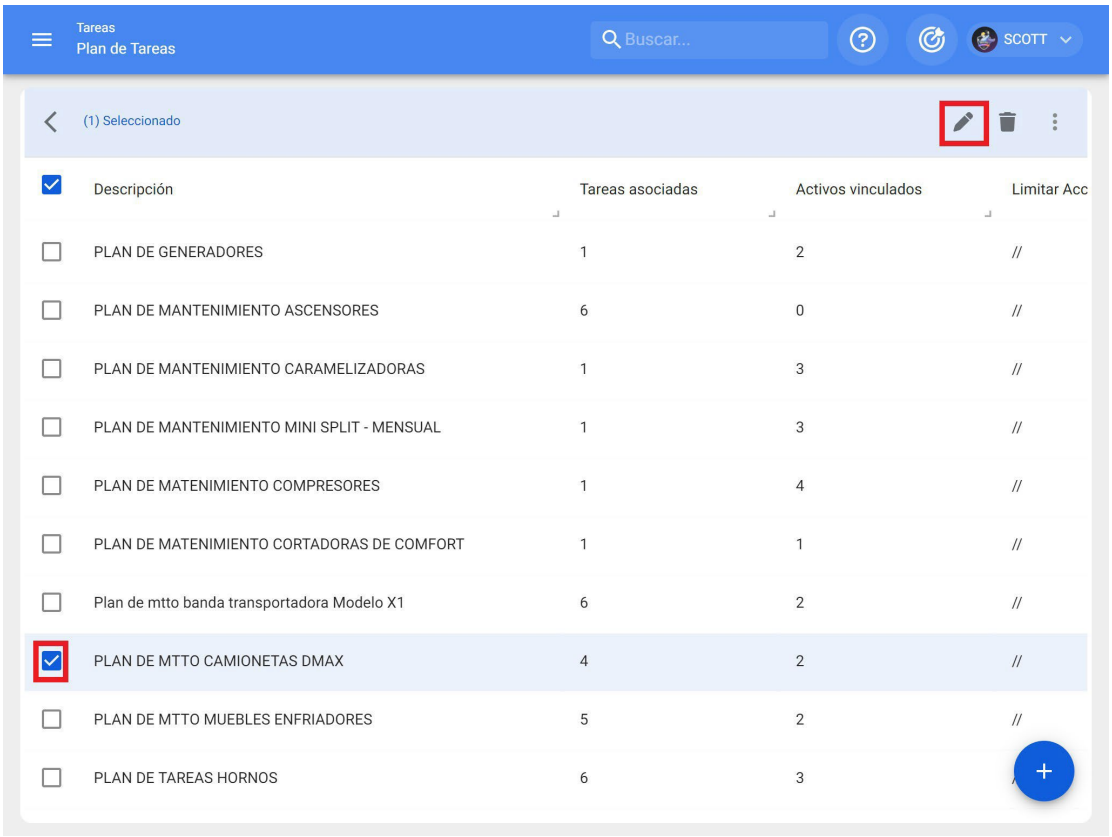
Then, just select the task in question and the system will display a window where you can create a meter or select an existing one (in case it has been previously created from the meter module). Finally, after linking the corresponding meter for each task, click on the "Save" button to make the changes.


Tareas
Plan de Tareas
PLAN DE MTTO CAMIONETAS DMAX
Detalles
General
Tareas
Activos Vinculados
(1) Seleccionado
Descripción
CAMIONETA DMA
Configurar Medidor
GUARDAR
Tarea
Activador
Cada 50000 KILOMETROS
Unidad
KILOMETROS
Descripción Medidor
ODOMETRO
Serial
Último Valor
12.000
Fecha
2022-02-21
Promedio Mensual
0
Calcular Promedio Automático

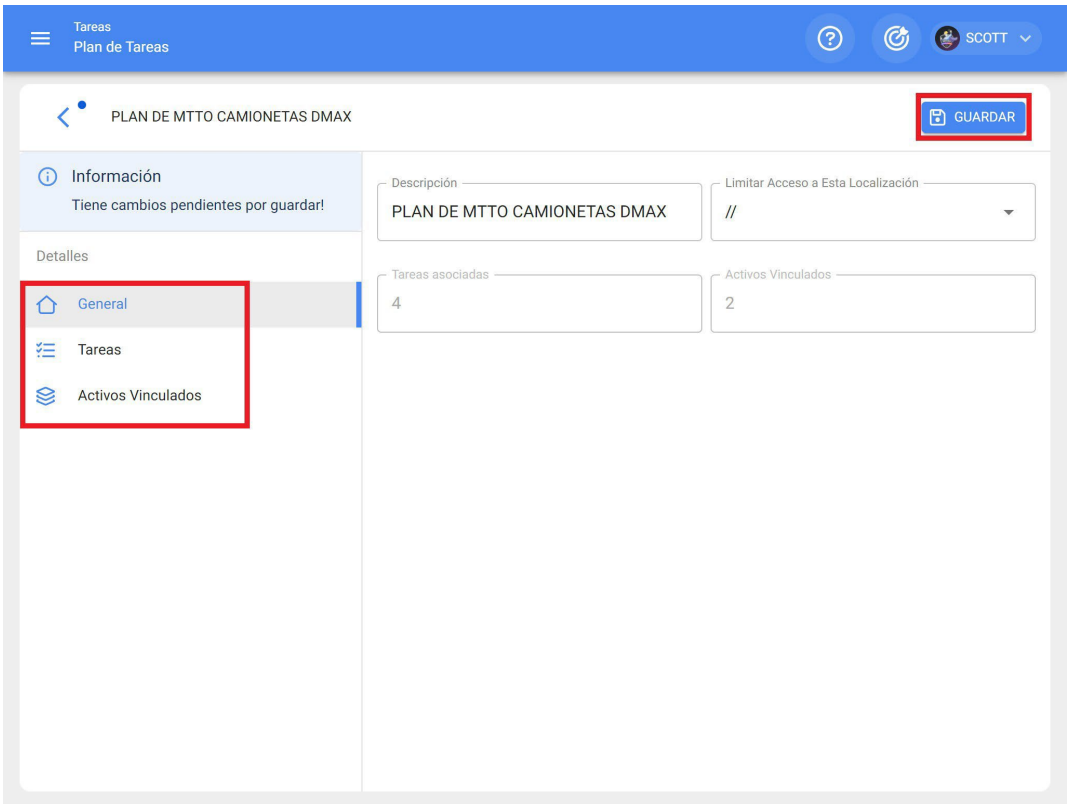
How to edit the work management contained in a plan?

help.fracttal.com/en/articles/6007519-how-to-edit-the-work-management-contained-in-a-plan

To edit an existing work management plan, simply select the work management plan in question to activate the editing option.



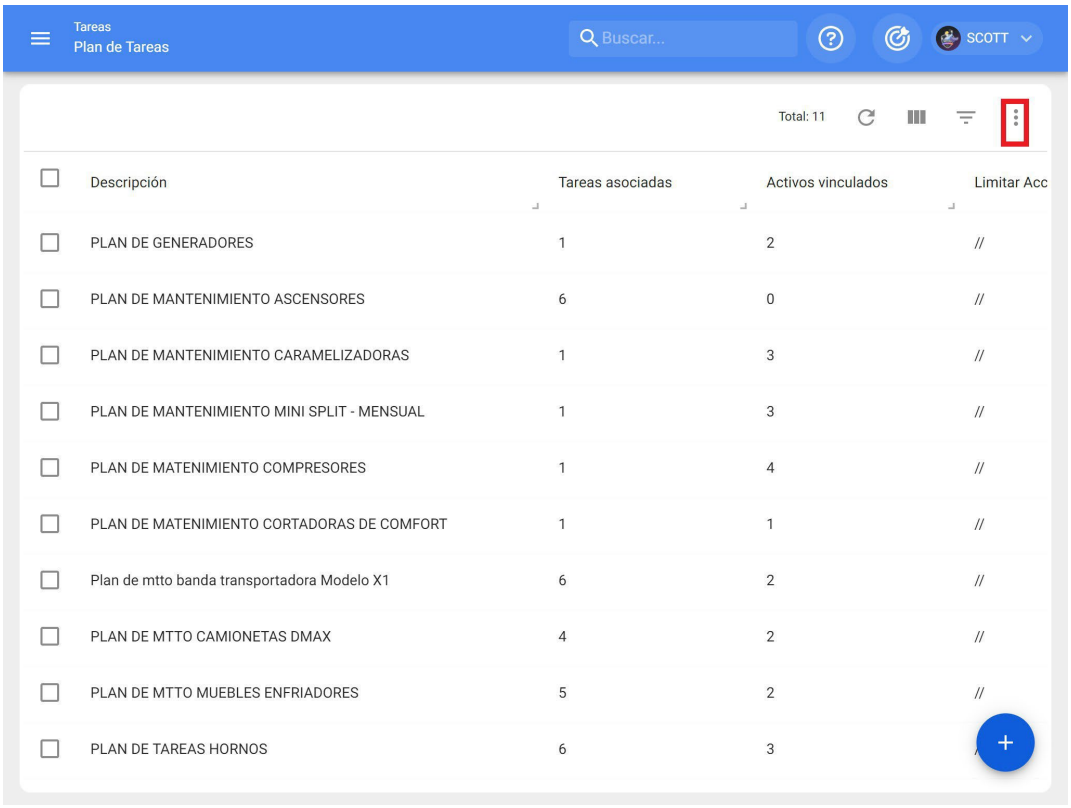
By clicking on the edit option, the work management plan will open and once there you will only have to select the field you wish to modify (General, Tasks or Assets) and finally save the changes made.

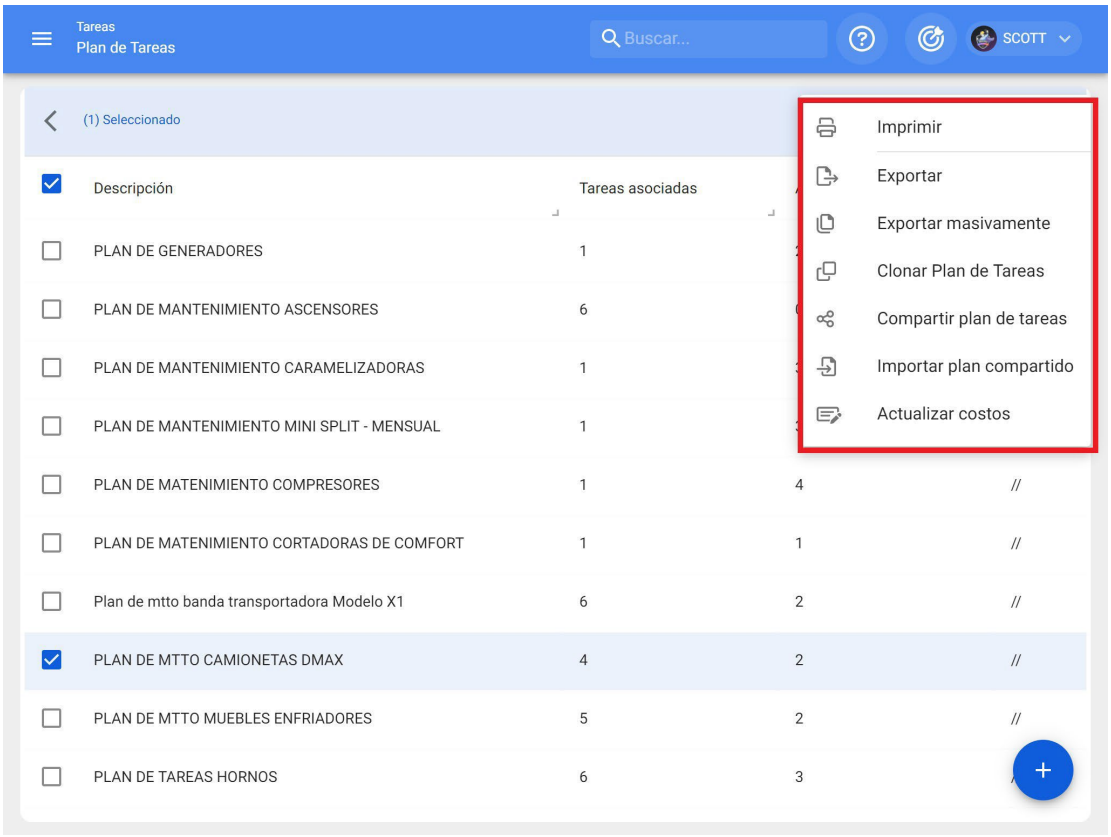

Tareas
Plan de Tareas
SCOTT
PLAN DE MTTO CAMIONETAS DMAX
GUARDAR
Información
Tiene cambios pendientes por guardar!
Detalles
General
Tareas
Activos Vinculados
Descripción
PLAN DE MTTO CAMIONETAS DMAX
Limitar Acceso a Esta Localización
//
Tareas asociadas
4
Activos Vinculados
2

Other options in Work Management Plan

help.fracttal.com/en/articles/6007525-other-options-on-work-management-plans

To find other available options, just click on the "More" menu to display a window.





The following options are available in this window:

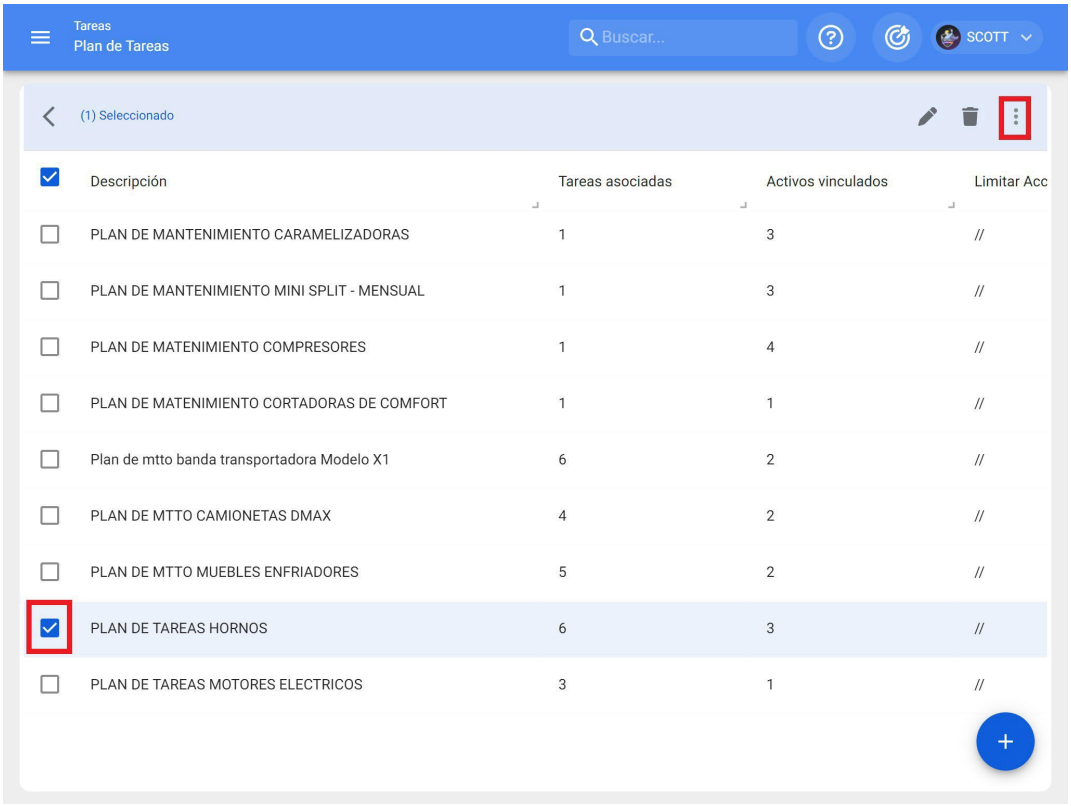
- **Print:** This option generates the selected work management plan in PDF format so that it can be printed or saved.
- **Export:** Option that allows exporting in an Excel template the work management planned maintenance table according to the selected plans.
- **Bulk export:** Option that allows you to mass export the entire work management planned maintenance table in an Excel template.
- **Clone work management plan:** Option to clone the selected work management plan (all the information contained in the task plan is cloned, without linking any asset to the plan).
- **Share work management plan:** Option that allows sharing the planned maintenance through the generation of a code that can be imported into another Fracttal database or account.
- **Import shared plan:** Option that allows the import of work management planned maintenance through import codes.

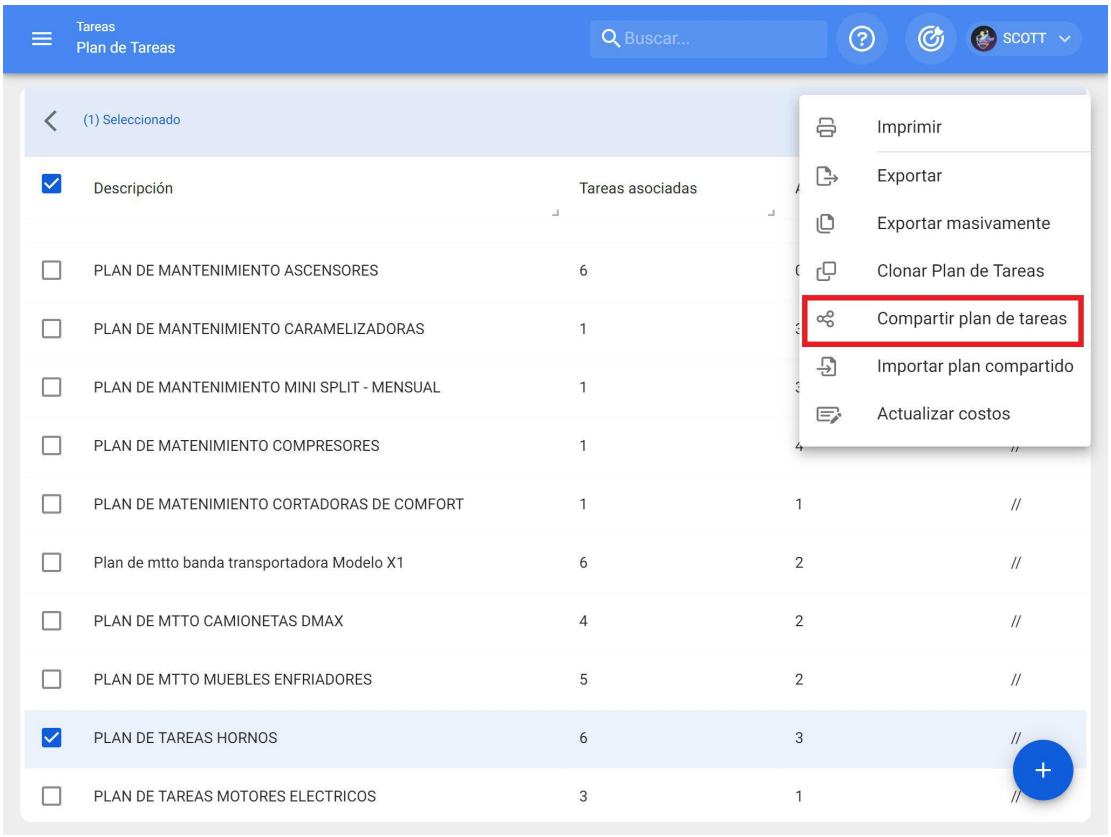
- **Update Costs:** Option that allows updating the costs associated with the work management plans that are later used in the business intelligence module.

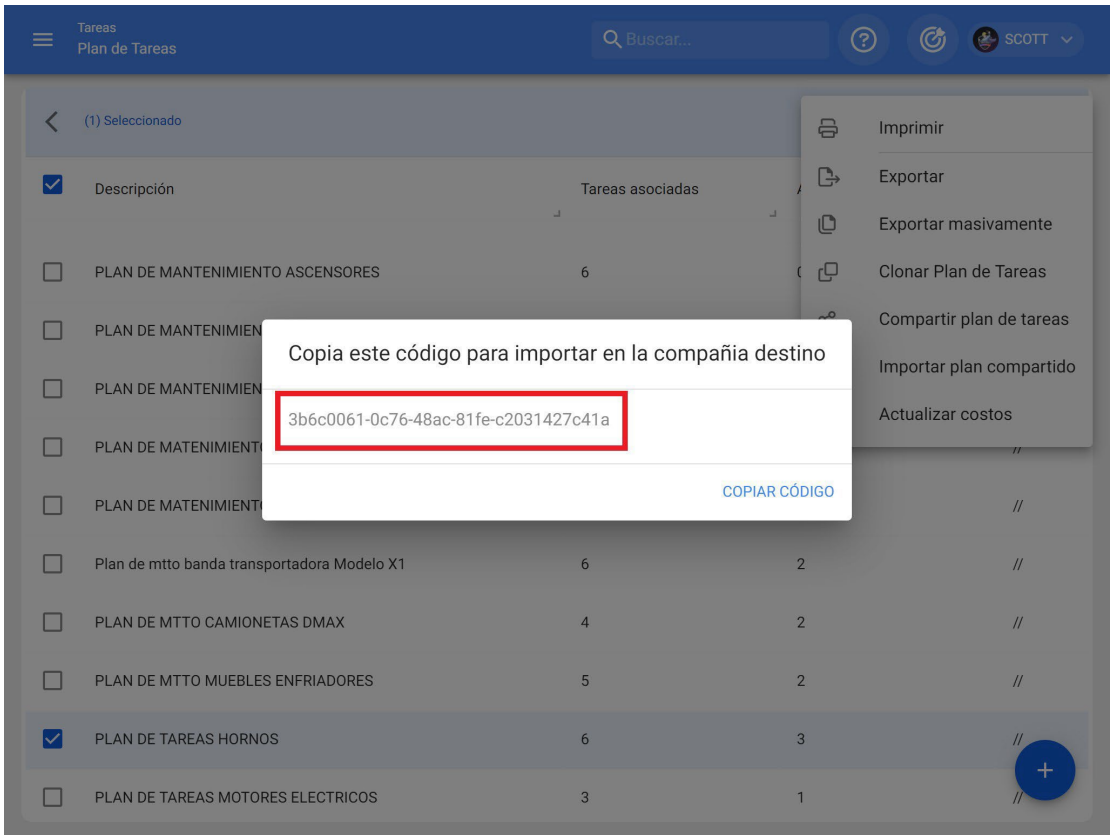
How to share and import a work management plan?

help.fracttal.com/en/articles/6007530-how-to-share-and-import-a-work-management-plan

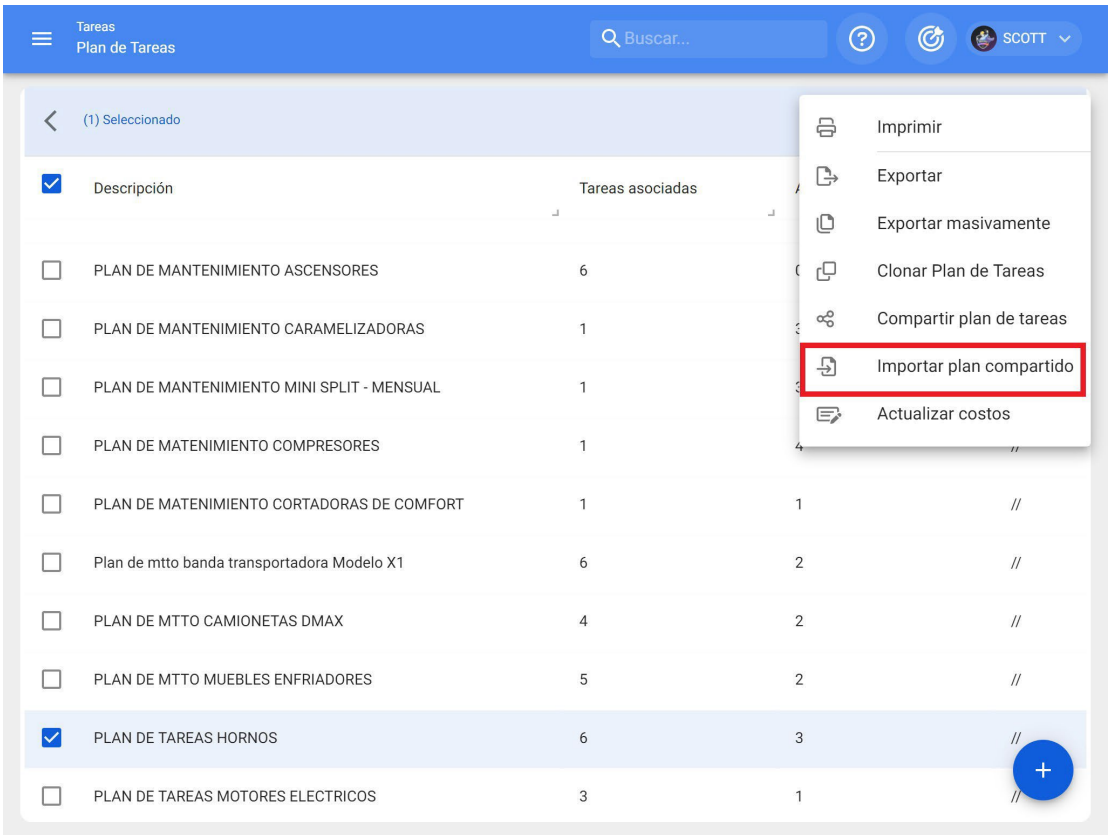
To share a work management plan, simply select the plan and then click on the "Share work management plan" option and the system will generate an import code that can be shared with a different base in Fracttal.

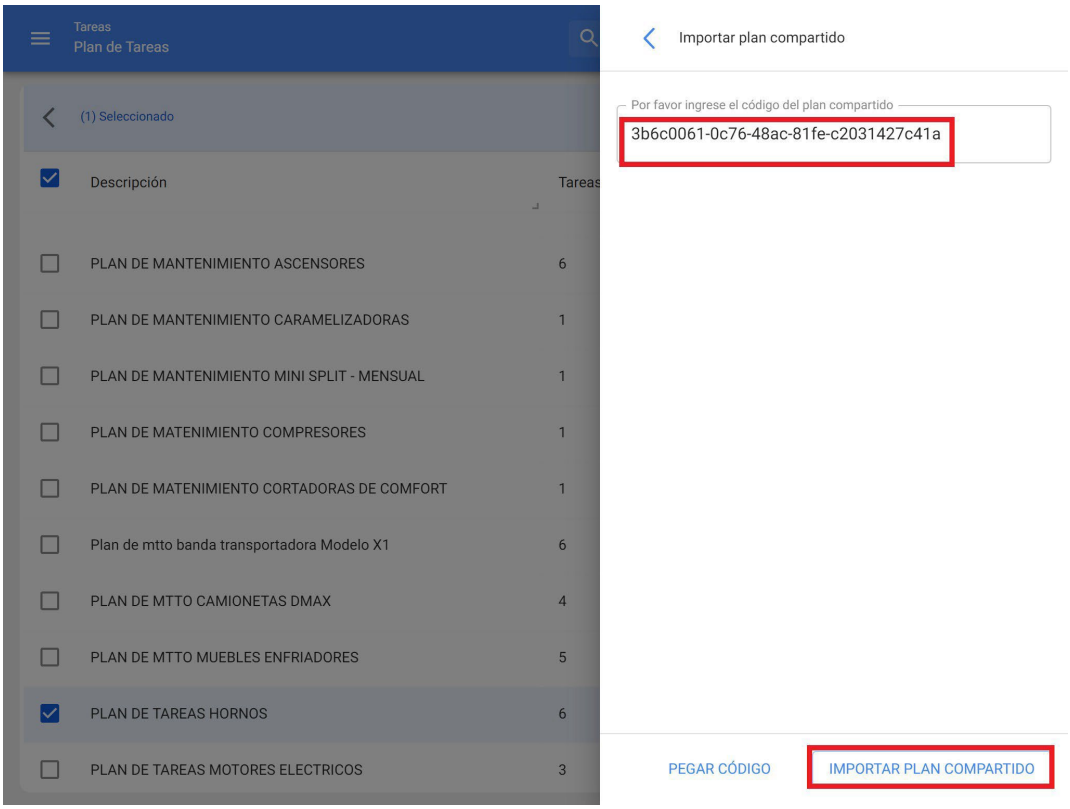






Once the code has been copied, you only have to enter the import code in the other Fracttal database where you want to import the work management plan, so that it is finally added to the system.

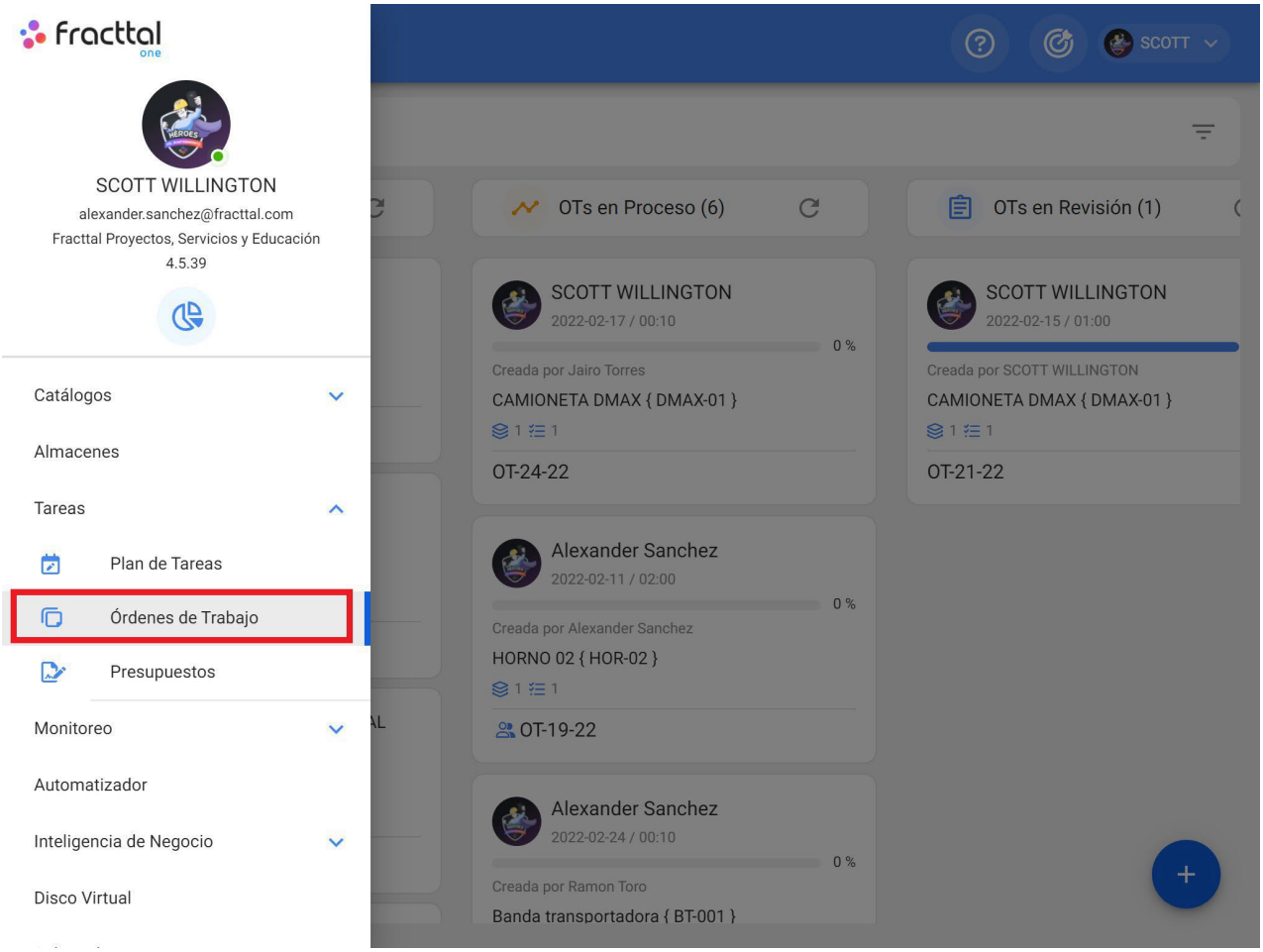

Tareas
Plan de Tareas
Buscar...
SCOTT
(1) Seleccionado
Imprimir
Exportar
Exportar masivamente
Clonar Plan de Tareas
Compartir plan de tareas
Importar plan compartido
Actualizar costos
Descripción
Tareas asociadas
PLAN DE MANTENIMIENTO ASCENSORES 6
PLAN DE MANTENIMIENTO CARAMELIZADORAS 1
PLAN DE MANTENIMIENTO MINI SPLIT - MENSUAL 1
PLAN DE MATENIMIENTO COMPRESORES 1
PLAN DE MATENIMIENTO CORTADORAS DE COMFORT 1 1 //
Plan de mtto banda transportadora Modelo X1 6 2 //
PLAN DE MTTO CAMIONETAS DMAX 4 2 //
PLAN DE MTTO MUEBLES ENFRIADORES 5 2 //
PLAN DE TAREAS HORNOS 6 3 //
PLAN DE TAREAS MOTORES ELECTRICOS 3 1 //

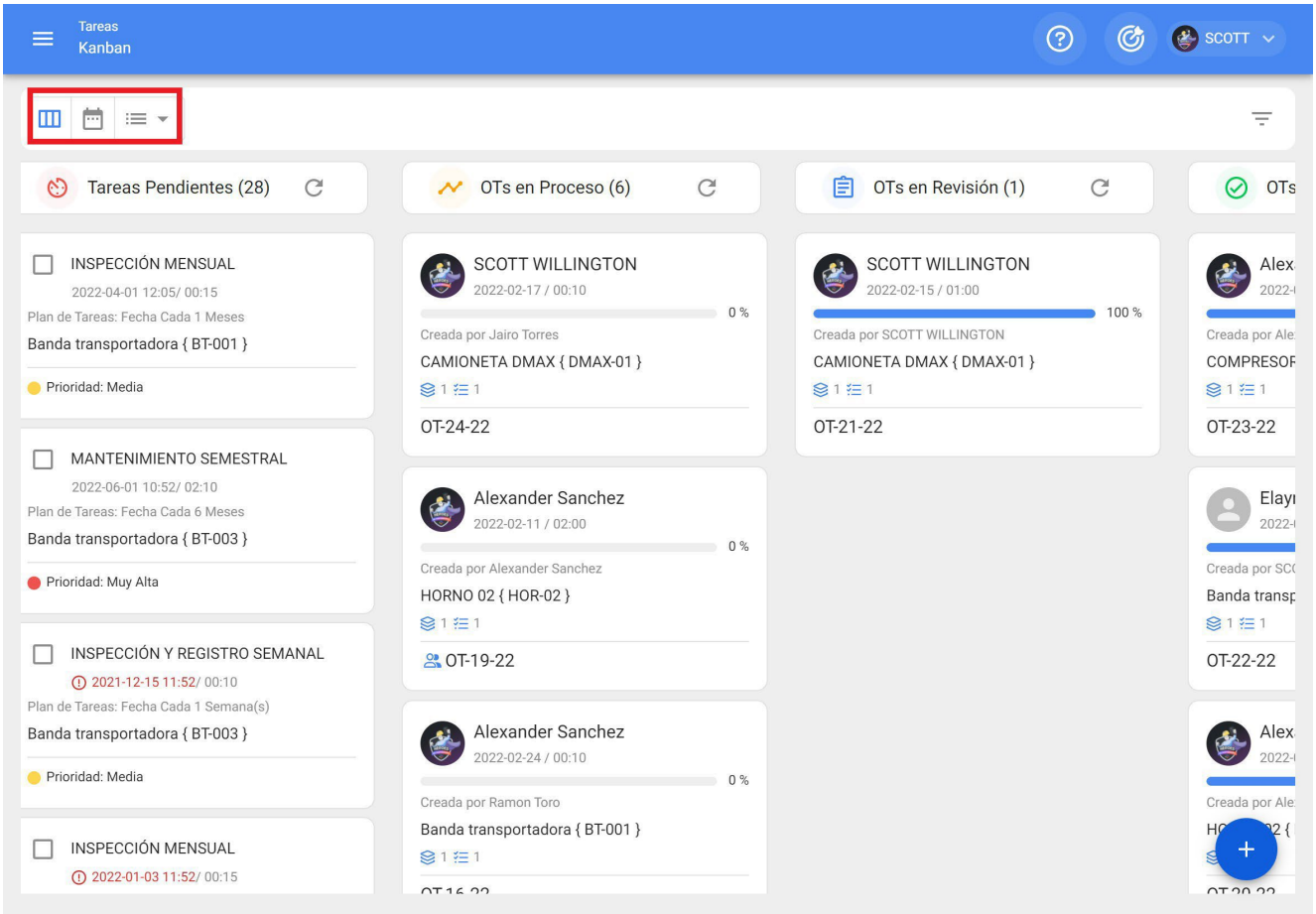

Tareas
Plan de Tareas
(1) Seleccionado
Descripción
Importar plan compartido
Por favor ingrese el código del plan compartido
3b6c0061-0c76-48ac-81fe-c2031427c41a
PEGAR CÓDIGO
IMPORTAR PLAN COMPARTIDO

What does the Fracttal Work Order module contain?

help.fracttal.com/en/articles/6007988-containing-the-fracttal-work-orders-module

In this module you will be able to manage all your planned and unplanned maintenance activities by issuing and tracking work orders. When you enter this module you will find 3 main tabs.

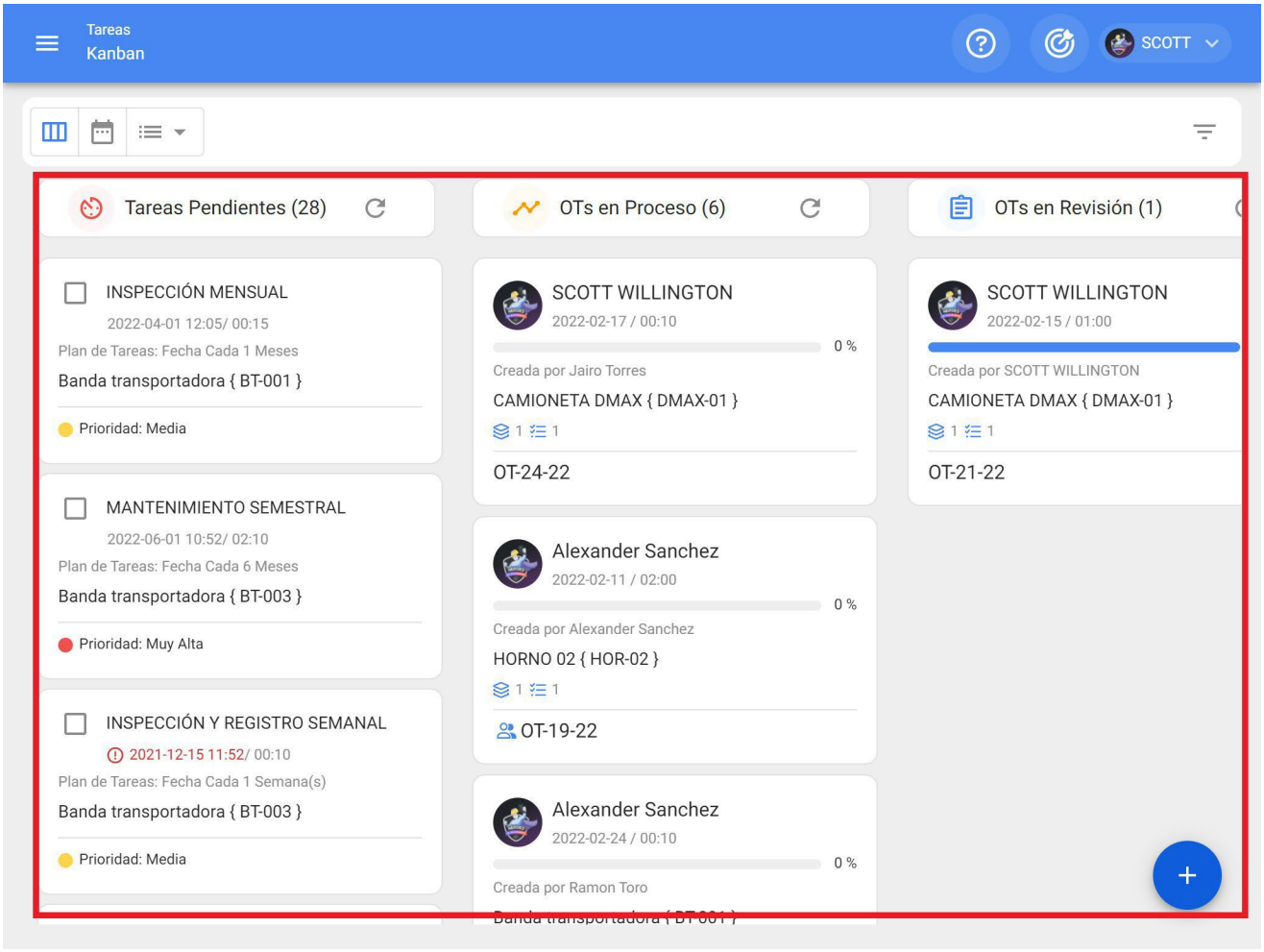




- **Kanban:** In this view you will be able to visualize in a simple way the flow and stages in which a task can be found, when it is managed in a work order.
- **Calendar:** Calendar view, where you will be able to visualize each of the work management with their respective status and duration times.
- **List:** Table where you will find detailed information about the work management, along with their respective times and status.

Kanban View

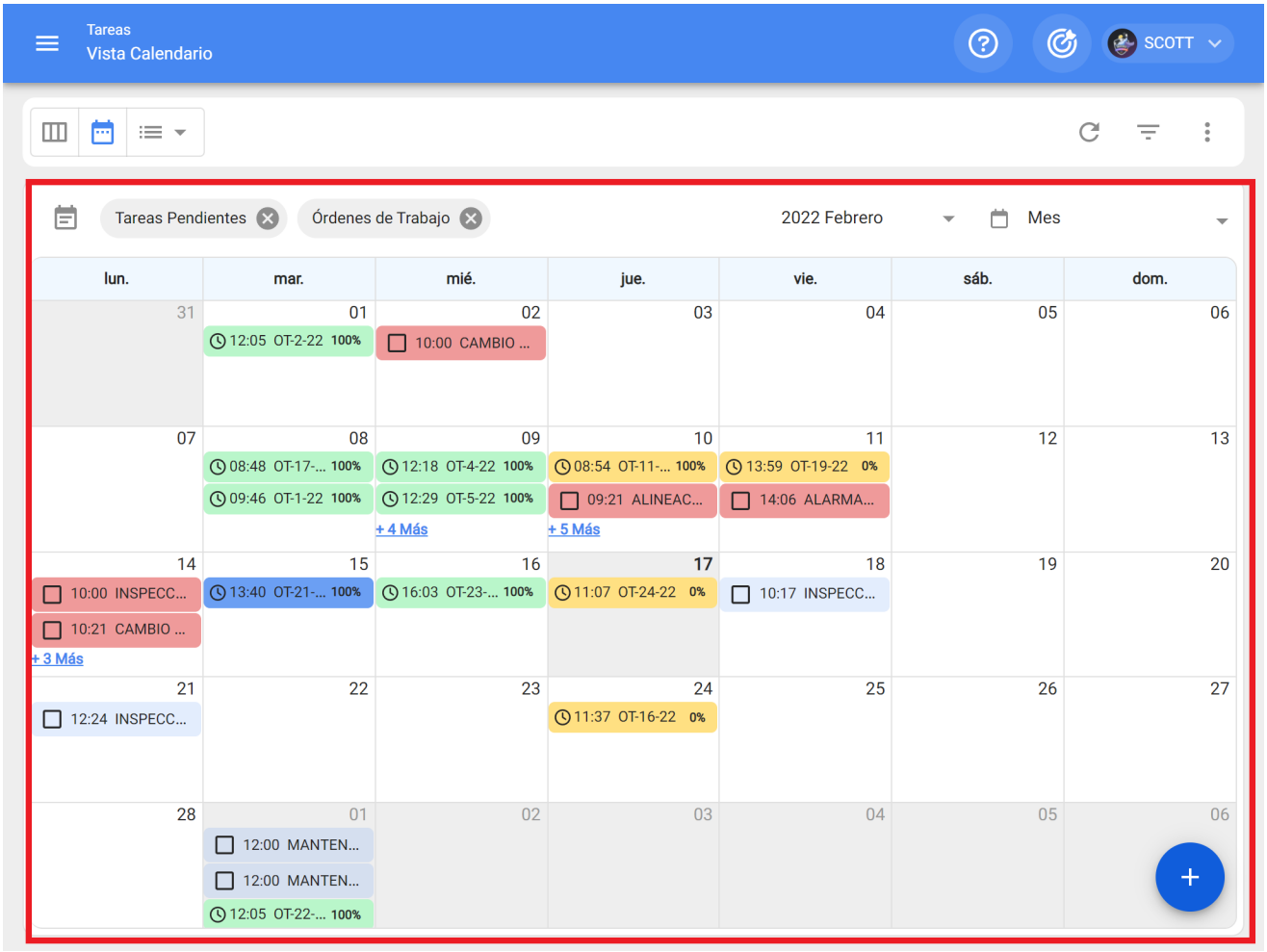
Here you will find the different states in which a task can be found, which are mentioned below:



- **Pending work management:** Previous status of a task before it is executed as a work order.
- **In Process:** Initial stage of a work order that has already been assigned to a technician and its execution is in process.
- **In Review:** Stage in which the work order has already been executed and is in the process of being reviewed before being finalized.
- **Completed:** Last stage in which the WO is concluded. This process is irreversible, since once completed the system generates the next schedule for that task and the associated management indicators are calculated.

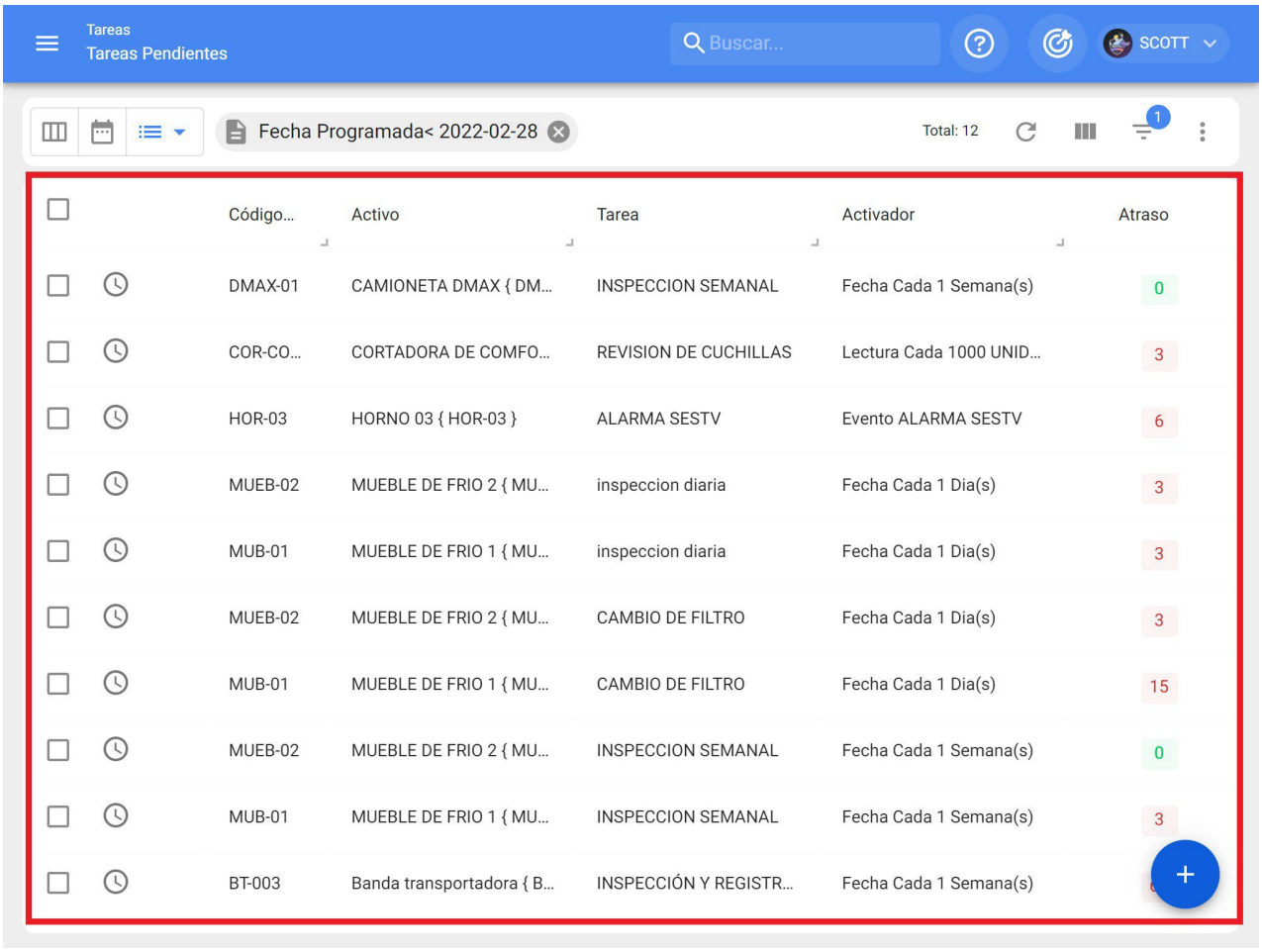
TimeLine View

Calendar view, where you can view each of the work management with their respective status and duration times, according to the selected calendar option. In addition, both work management and OTs can be rescheduled and managed from this same view.



List View (Pending Tasks/Work Orders)

Table where you can view in detail all the information corresponding to the pending work management and work orders, with their respective status and times, as well as generate and edit TOs.

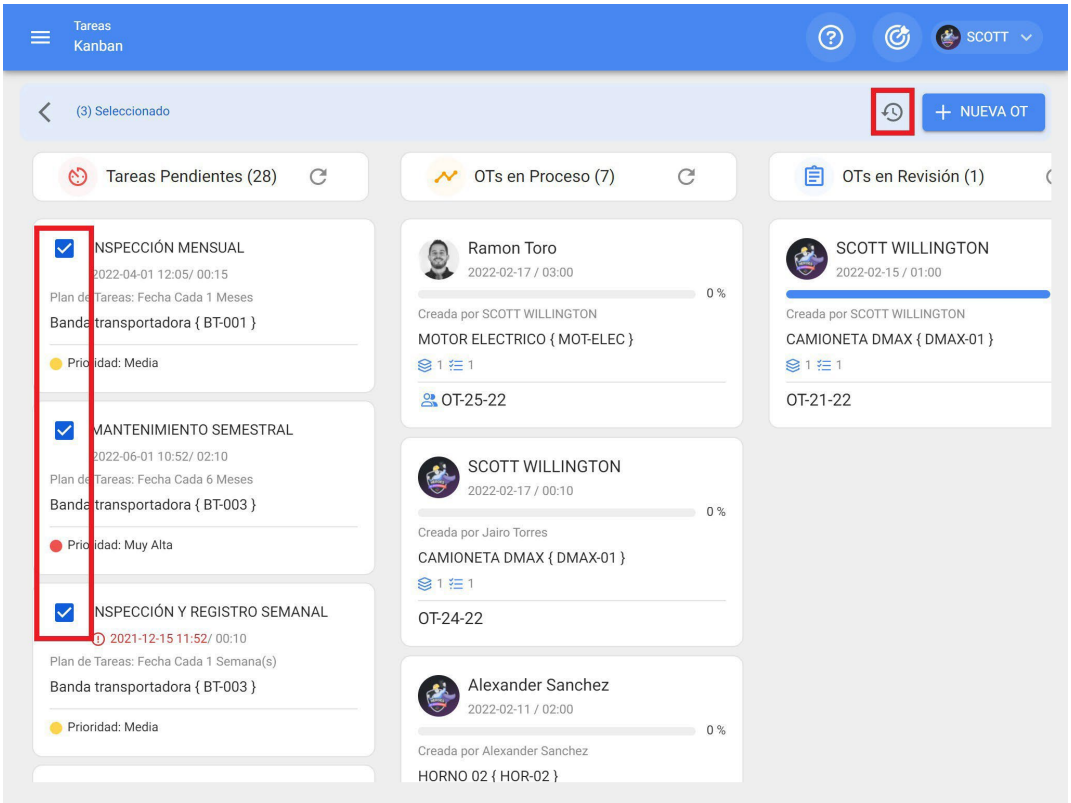

Tareas
Tareas Pendientes
Buscar...
SCOTT
Fecha Programada< 2022-02-28
Total: 12
Código...
Activo
Tarea
Activador
Atraso
DMAX-01
CAMIONETA DMAX { DM...
INSPECCION SEMANAL
Fecha Cada 1 Semana(s)
0
COR-CO...
CORTADORA DE COMFO...
REVISION DE CUCHILLAS
Lectura Cada 1000 UNID...
3
HOR-03
HORNO 03 { HOR-03 }
ALARMA SESTV
Evento ALARMA SESTV
6
MUEB-02
MUEBLE DE FRIO 2 { MU...
inspeccion diaria
Fecha Cada 1 Dia(s)
3
MUB-01
MUEBLE DE FRIO 1 { MU...
inspeccion diaria
Fecha Cada 1 Dia(s)
3
MUEB-02
MUEBLE DE FRIO 2 { MU...
CAMBIO DE FILTRO
Fecha Cada 1 Dia(s)
3
MUB-01
MUEBLE DE FRIO 1 { MU...
CAMBIO DE FILTRO
Fecha Cada 1 Dia(s)
15
MUEB-02
MUEBLE DE FRIO 2 { MU...
INSPECCION SEMANAL
Fecha Cada 1 Semana(s)
0
MUB-01
MUEBLE DE FRIO 1 { MU...
INSPECCION SEMANAL
Fecha Cada 1 Semana(s)
3
BT-003
Banda transportadora { B...
INSPECCIÓN Y REGISTR...
Fecha Cada 1 Semana(s)

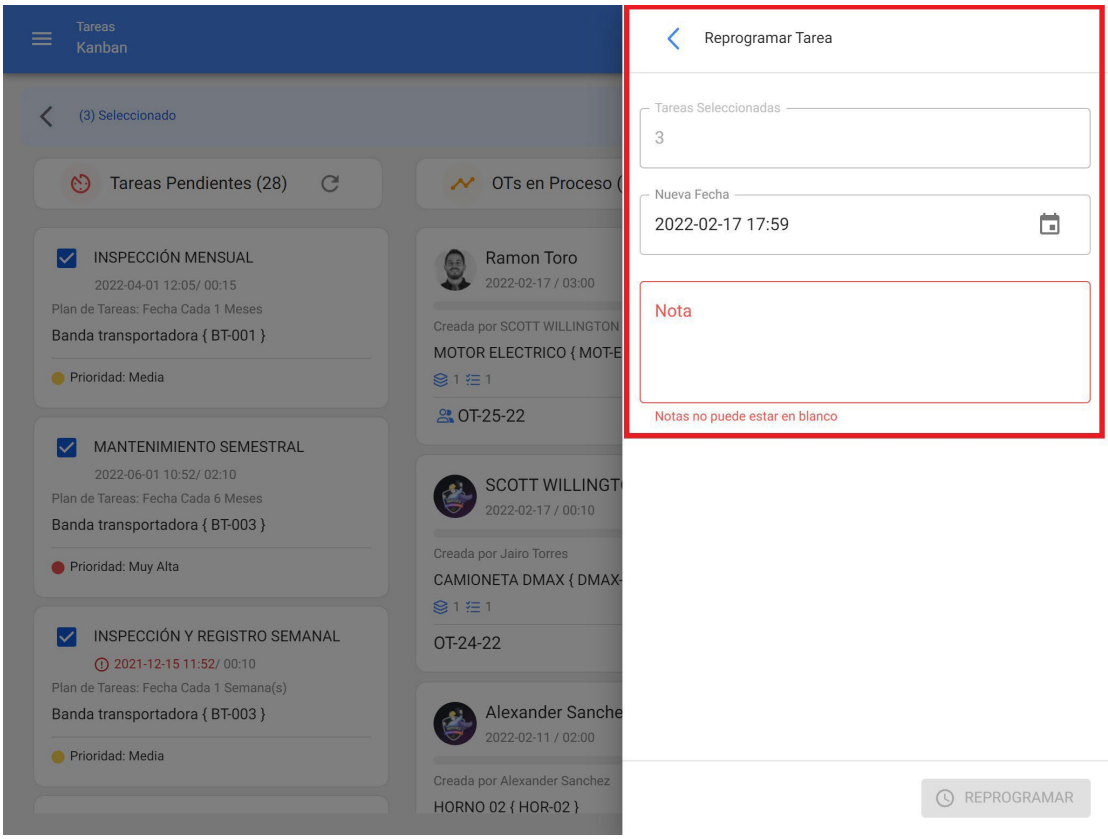
How to reschedule a Task : Fracttal One

help.fracttal.com/en/articles/6008129-how-to-reprogram-a-task

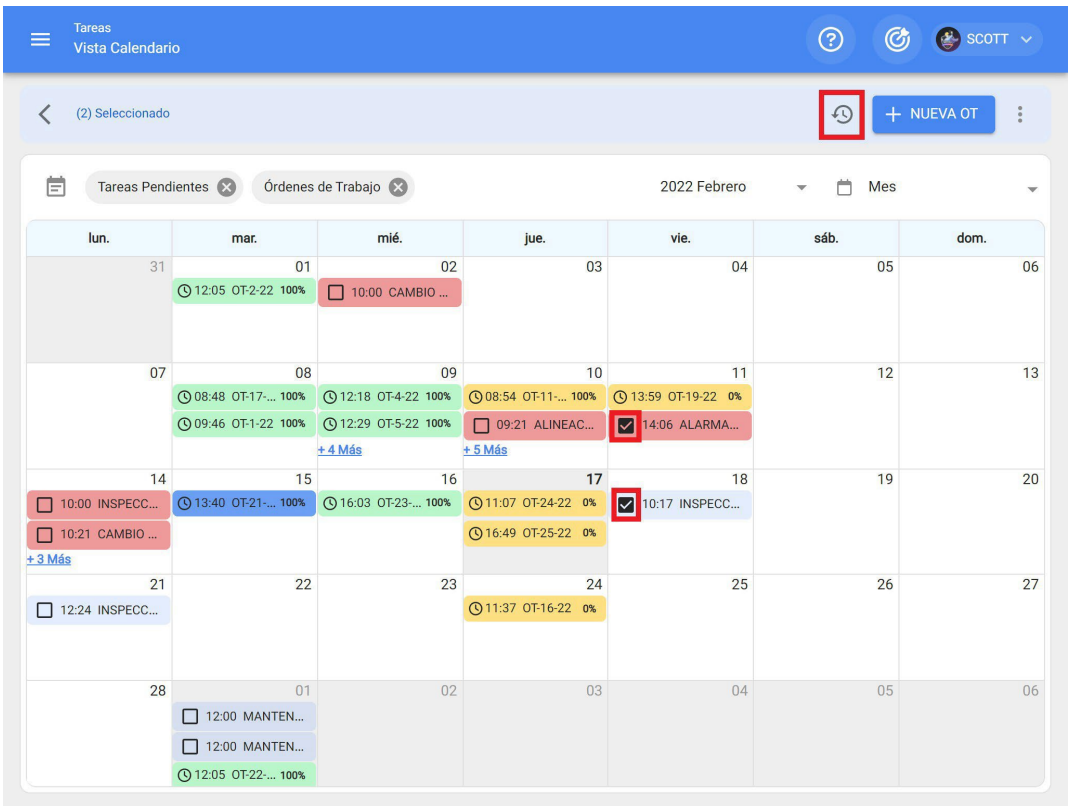
In Fracttal there are different options in which you can reschedule one or several work management tasks at the same time, either to attend to an overdue or an overdue task. To do this, simply enter the OTs submodule and select the pending work management tasks to be rescheduled from any of the available views (Kanban, TimeLine and List) to enable the editing bar, where the reschedule option will appear.

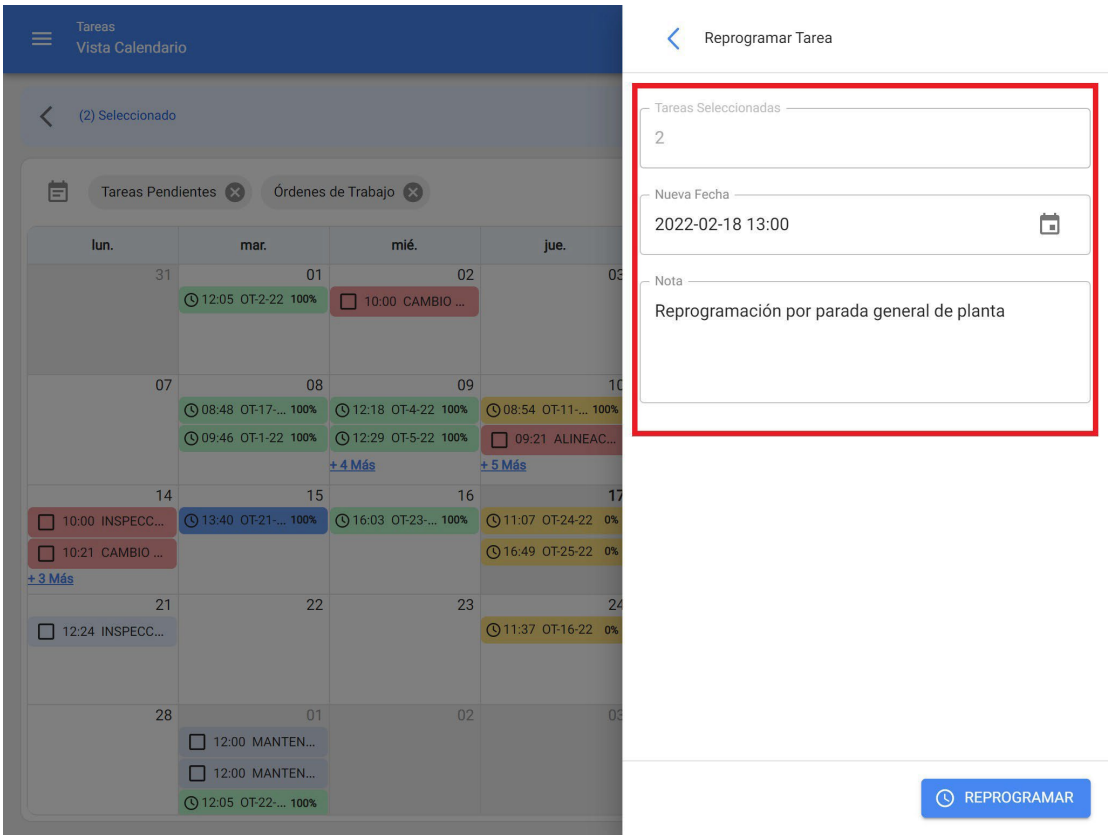
From the Kanban view



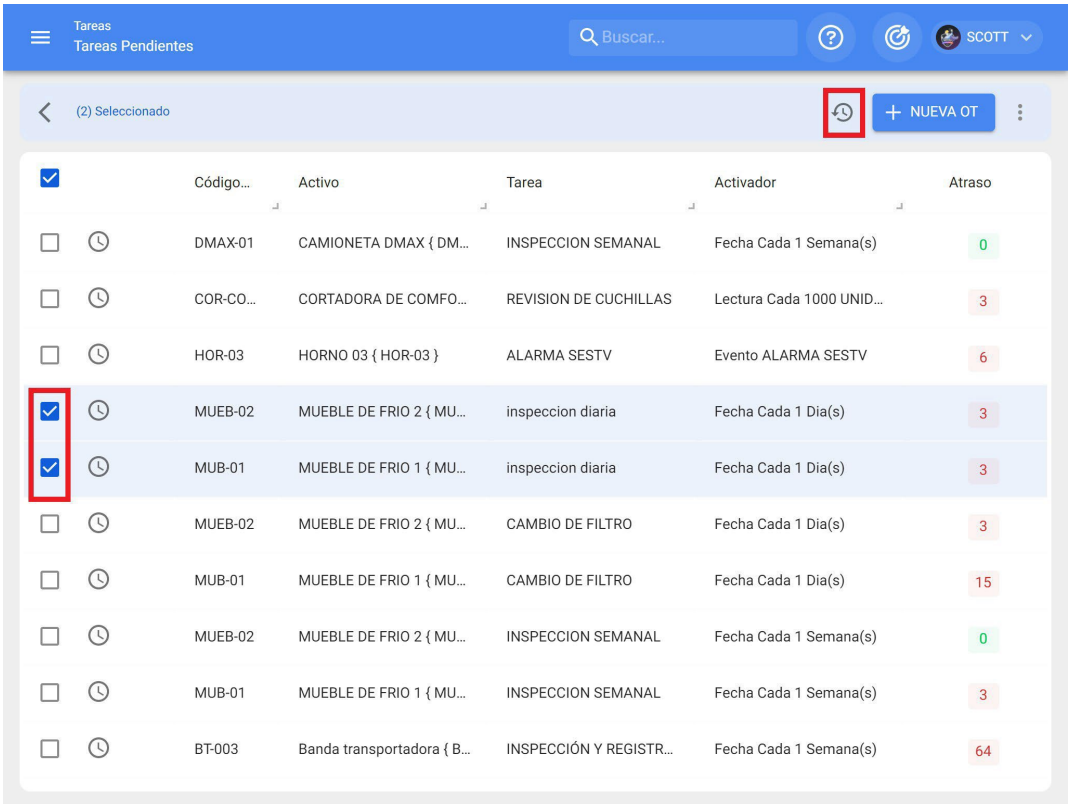


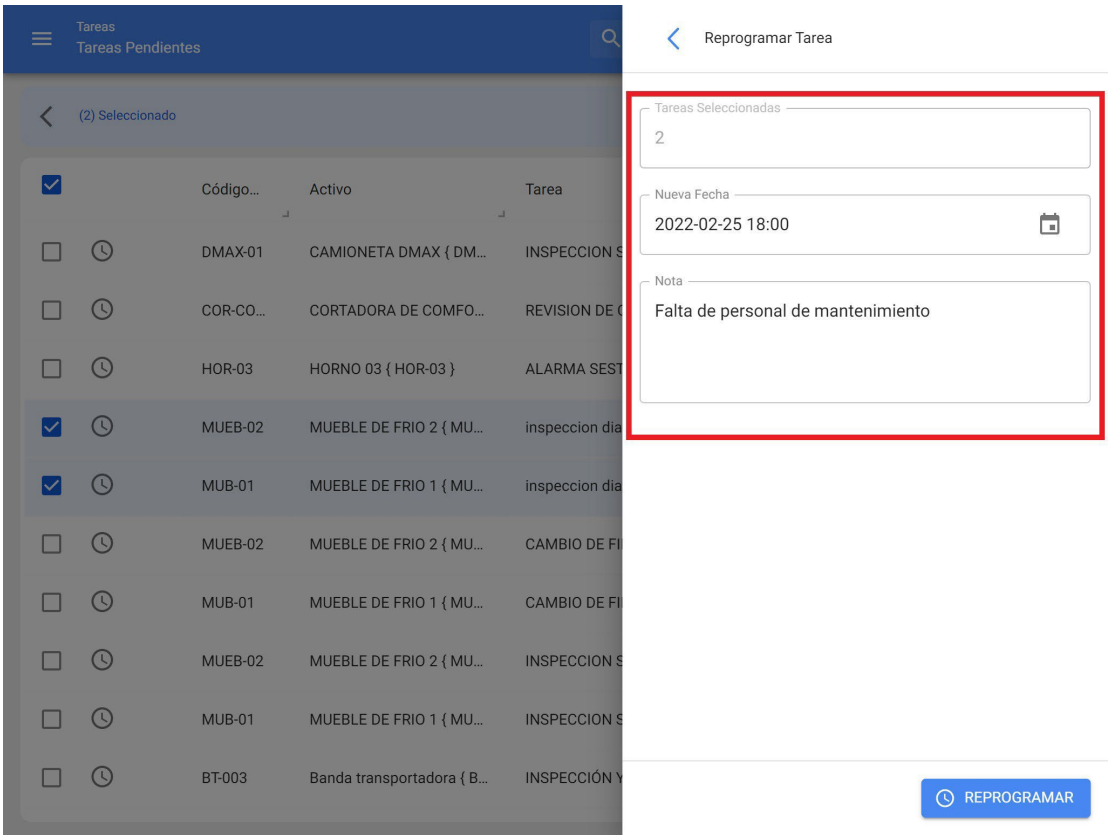
From the TimeLine view





From List view





Subsequently, clicking on the rescheduling option will open a new window where you can enter the date and the reason why the task is being rescheduled.

Finally, when editing, just click on Reset to save the changes made.

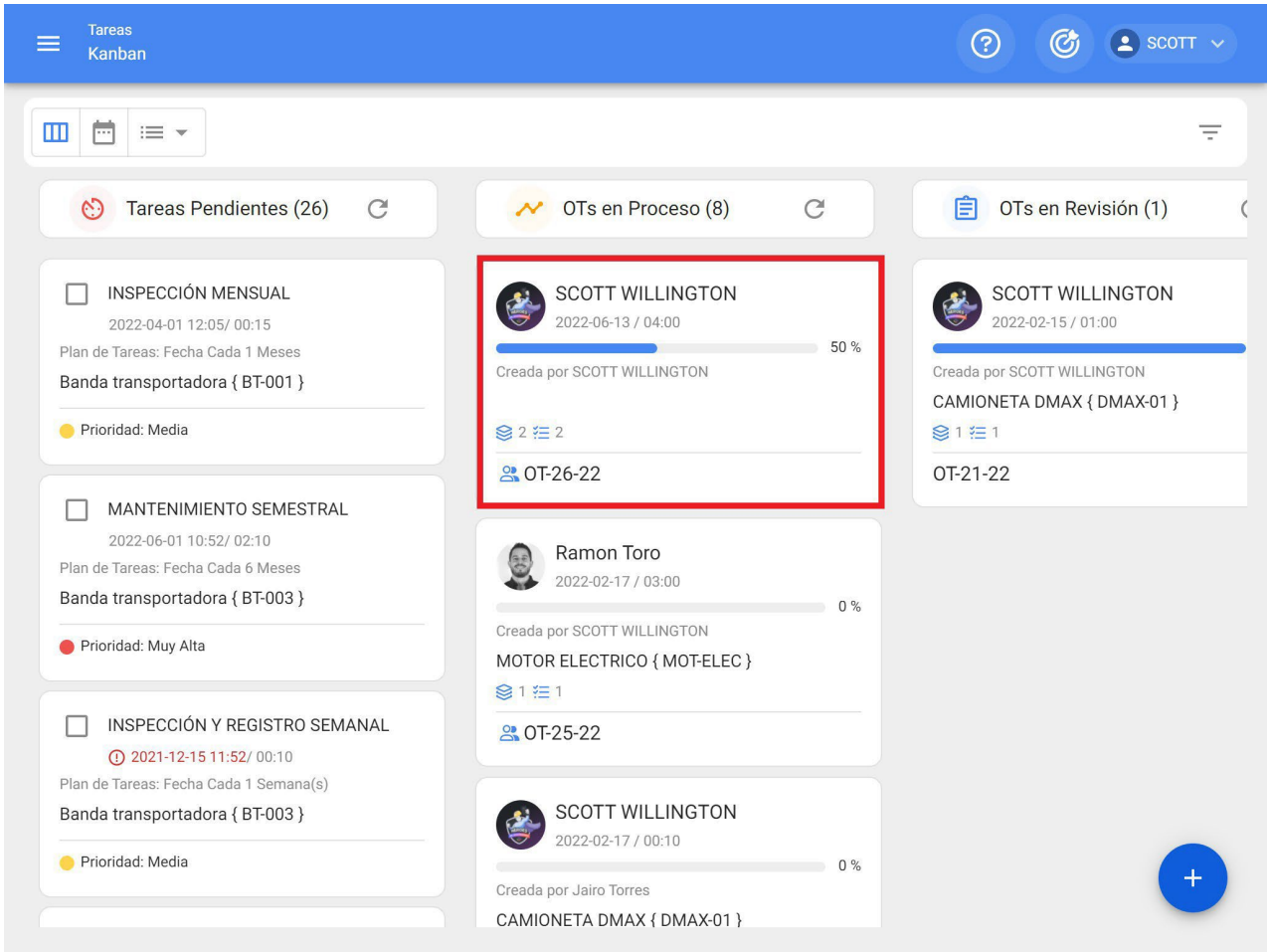
How to edit and complete a WO?

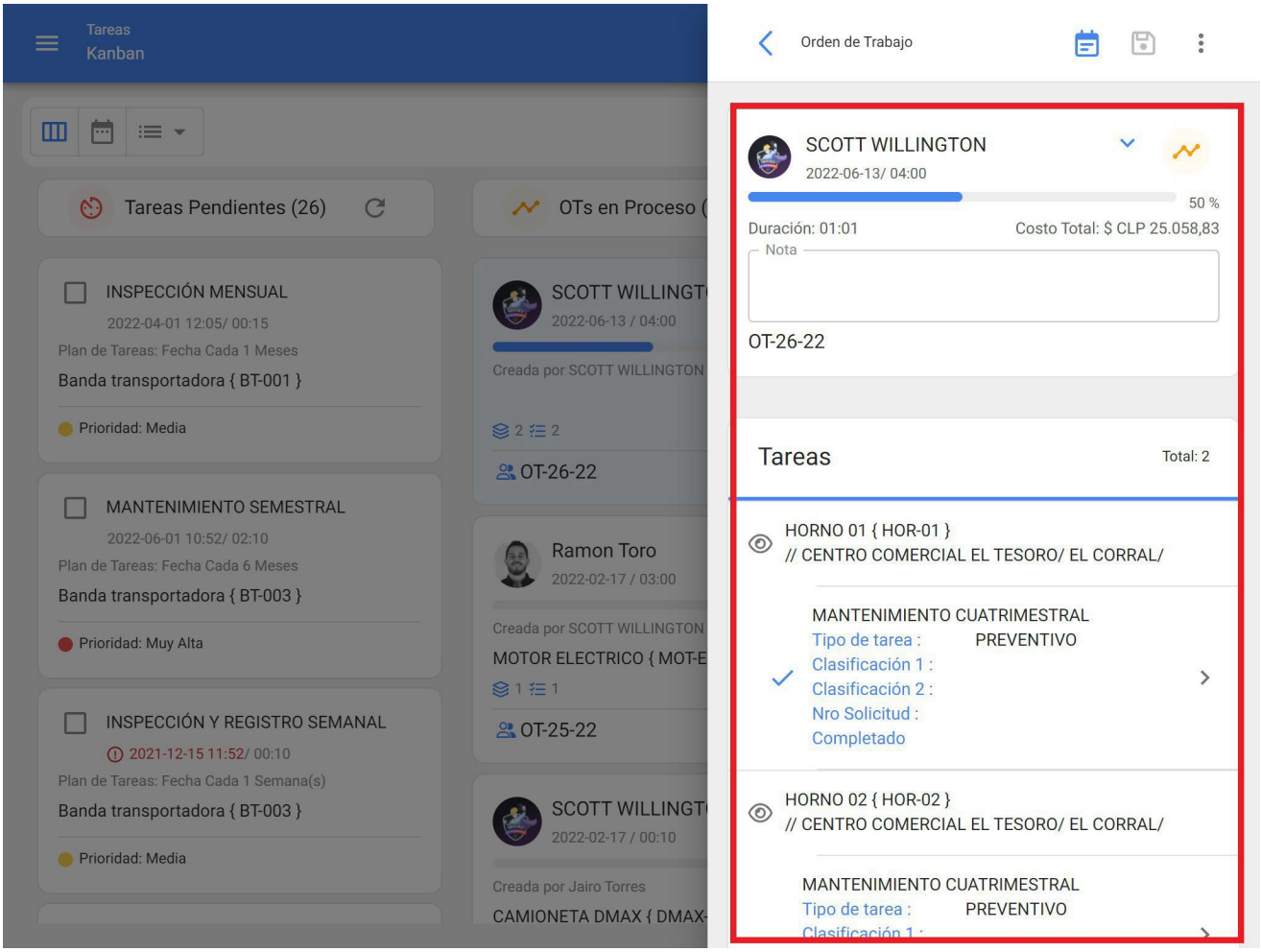
help.fracttal.com/en/articles/6008158-as-edit-and-complete-a-OT

To edit or complete a WO you can enter any of the views associated to the Work Orders module (Kanban, TimeLine and List view). In this case, once the WO is generated, just click on the WO (or the task, in case it is in the list view), to start the editing process.

For the Kanban view:

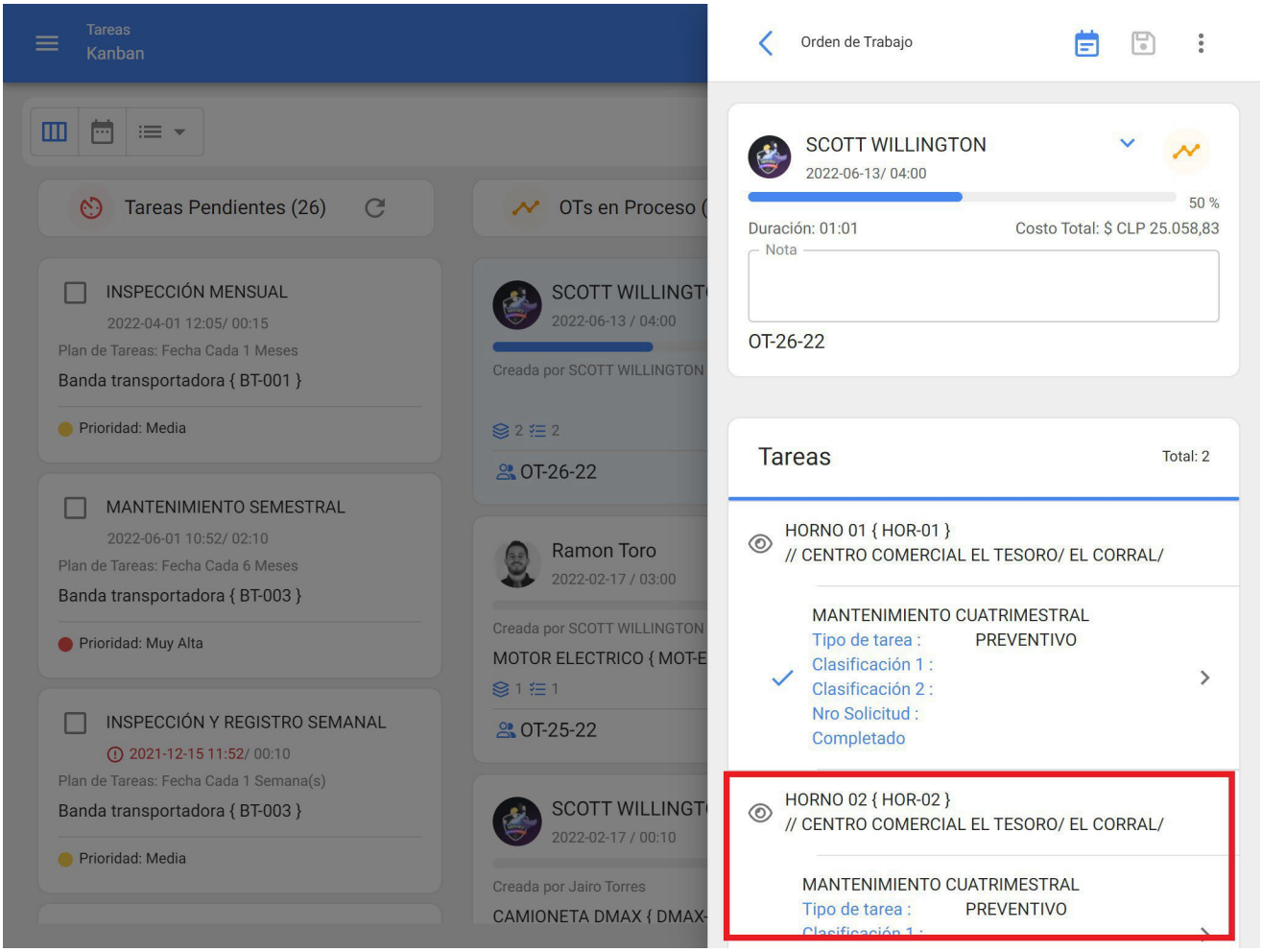
By selecting a WO and clicking on it, a new window will be enabled where the general information of the WO is displayed, together with the work management included in that WO.



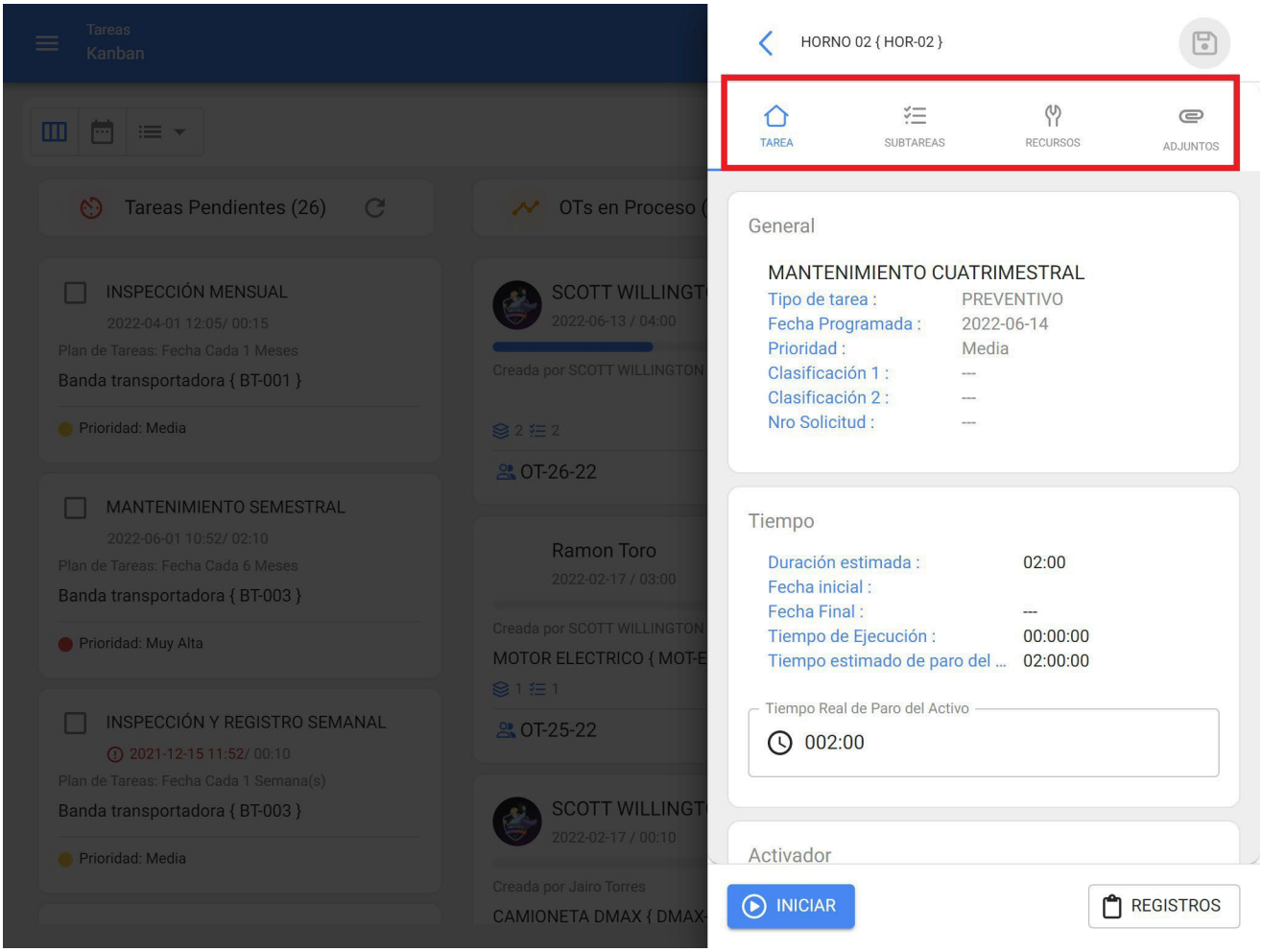


To start the execution and completion of the WO, click on the task to be started.

Note: It must be taken into consideration that each work management is independent and has its own execution times, even though there may be several work managements within the same WO, since in this way it is possible to have an individual traceability for each one, in terms of time and resources used.

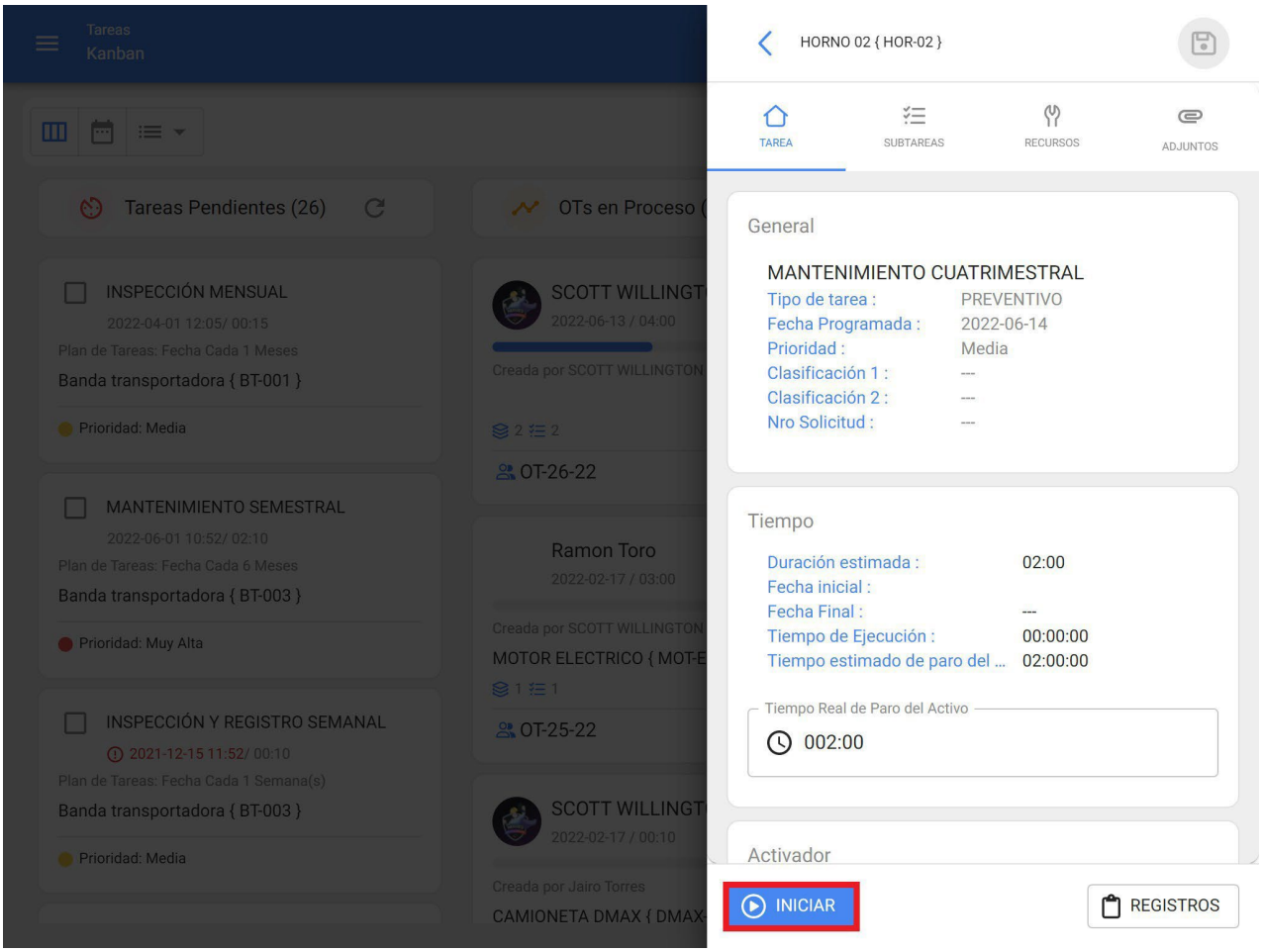


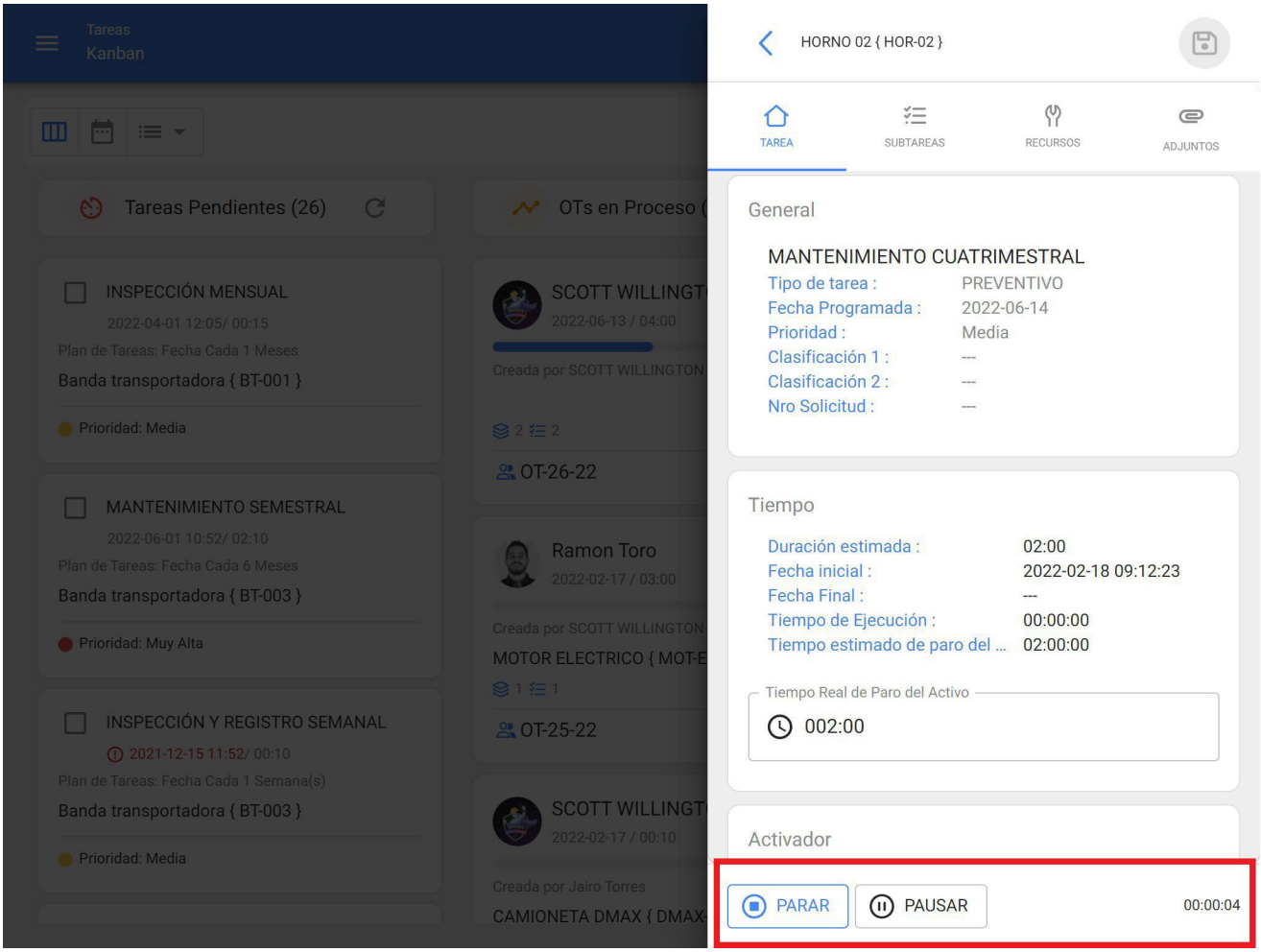
After entering the task, the system will open a window where you can complete each of the requirements necessary to execute the task. The following is a brief description of each of the editable fields:



- **General:** Tab containing the general information of the task (Type, Priority and Classifications), Times (Task Start and End Record, Execution Time, etc.) and the associated Trigger type.
- **SubTasks:** Tab where all the steps or check-list required to complete the task must be completed.
- **Resources:** Tab where the different resources (Human Resources, Inventories, Services, etc.) necessary for the execution and fulfillment of the task can be added.
- **Attachments:** Tab where attachments coming from a planned maintenance can be displayed and in turn new attachments can be added, as evidence associated to the task execution.

Once we enter the general tab, the first thing to do is to start the activity by clicking on the "Start" button, so that the recording of the execution times begins.

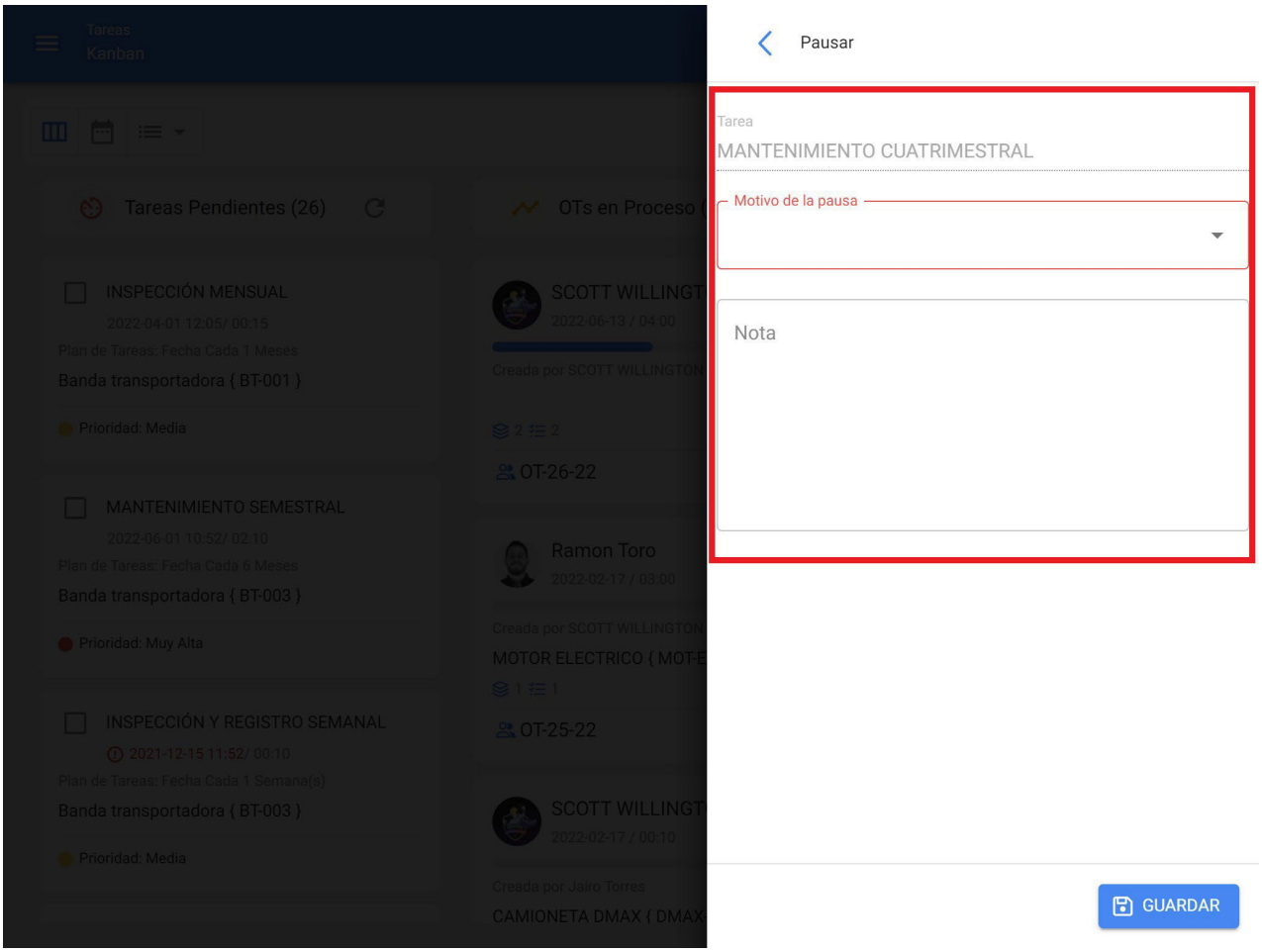

Tareas
Kanban
Tareas Pendientes (26)
INSPECCIÓN MENSUAL
2022-04-01 12:05/ 00:15
Plan de Tareas: Fecha Cada 1 Meses
Banda transportadora { BT-001 }
Prioridad: Media
MANTENIMIENTO SEMESTRAL
2022-06-01 10:52/ 02:10
Plan de Tareas: Fecha Cada 6 Meses
Banda transportadora { BT-003 }
Prioridad: Muy Alta
INSPECCIÓN Y REGISTRO SEMANAL
2021-12-15 11:52/ 00:10
Plan de Tareas: Fecha Cada 1 Semana(s)
Banda transportadora { BT-003 }
Prioridad: Media
SCOTT WILLINGT
2022-06-13 / 04:00
Creada por SCOTT WILLINGTON
OT-26-22
Ramon Toro
2022-02-17 / 03:00
Creada por SCOTT WILLINGTON
MOTOR ELECTRICO { MOT-E
OT-25-22
SCOTT WILLINGT
2022-02-17 / 00:10
Creada por Jairo Torres
CAMIONETA DMAX { DMAX
HORNO 02 { HOR-02 }
TAREA
SUBTAREAS
RECURSOS
ADJUNTOS
General
MANTENIMIENTO CUATRIMESTRAL
Tipo de tarea : PREVENTIVO
Fecha Programada : 2022-06-14
Prioridad : Media
Clasificación 1 : ---
Clasificación 2 : ---
Nro Solicitud : ---
Tiempo
Duración estimada : 02:00
Fecha inicial :
Fecha Final : ---
Tiempo de Ejecución : 00:00:00
Tiempo estimado de paro del ... 02:00:00
Tiempo Real de Paro del Activo
002:00
Activador
INICIAR
REGISTROS

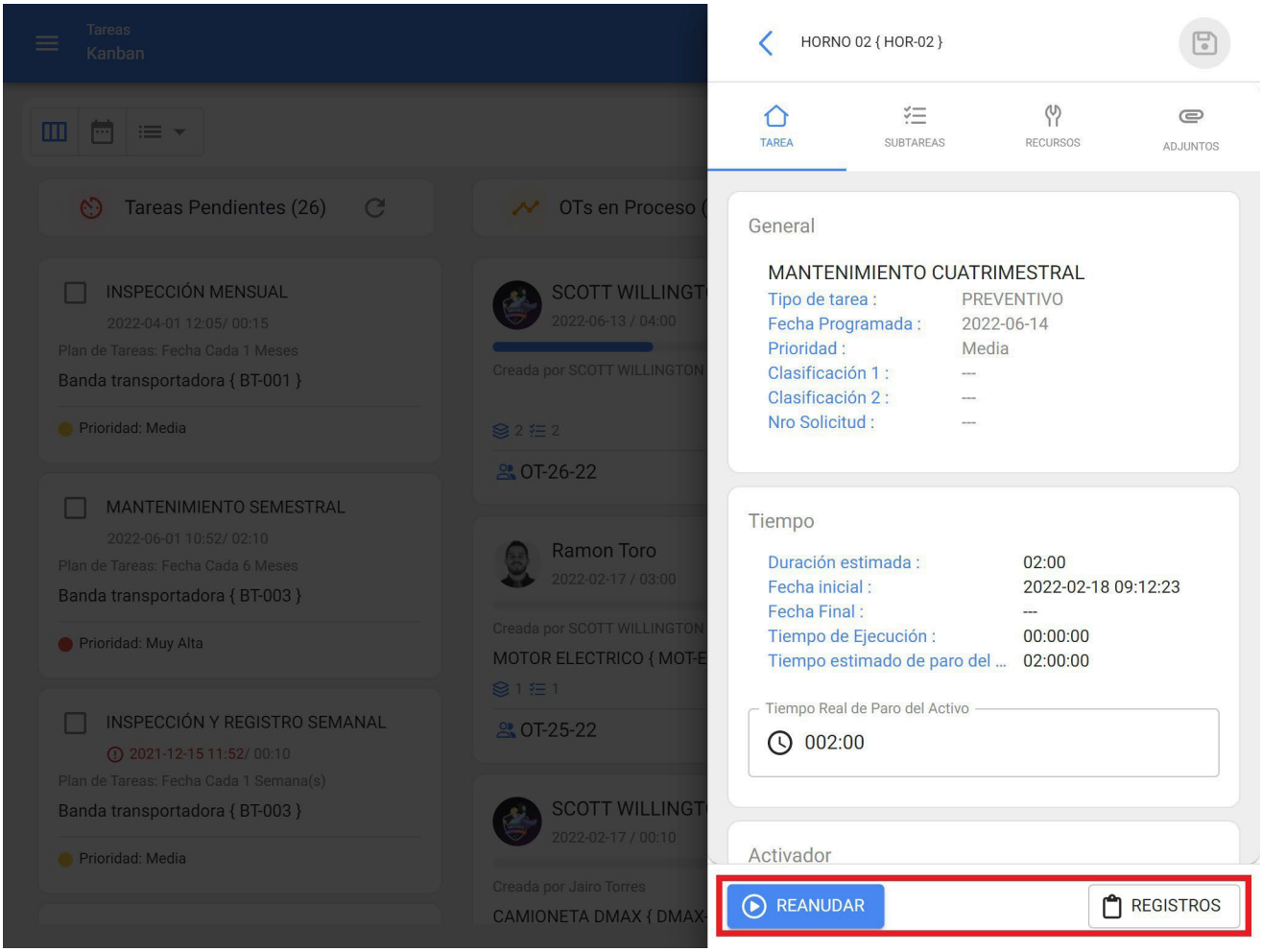


When starting the task, the following options will be triggered:

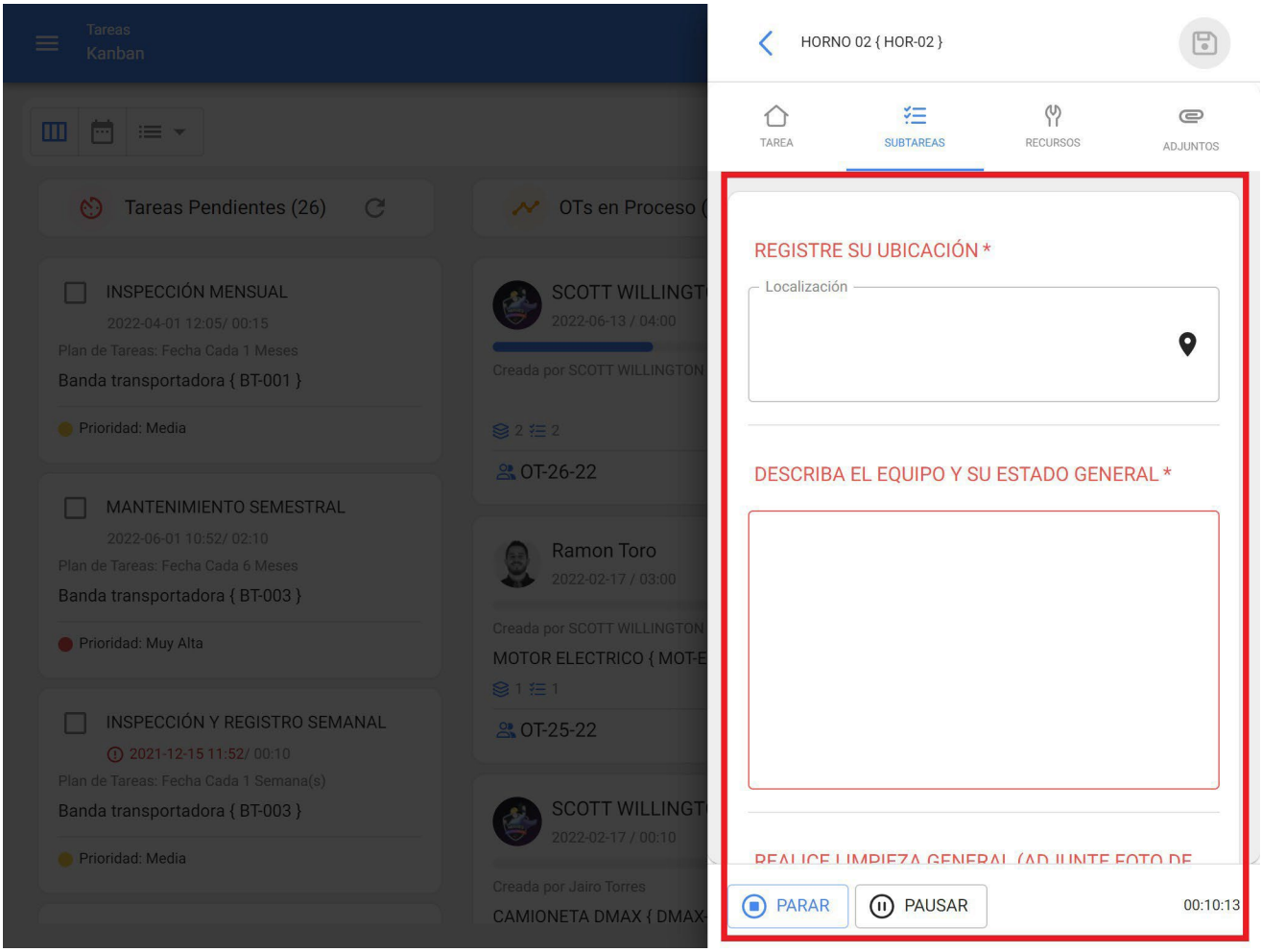
- **Stop:** Option corresponds to the completion of the task once all the required fields have been completed to end the task.
- **Pause:** Option that allows you to record the actual time worked, excluding the intermediate pauses made in the execution of the task. When a pause is established, a registration window will open, where the reason for the pause must be identified, together with a brief descriptive note. Finally, the activity can be resumed by clicking on the "Resume" option and the records associated with the pauses can also be viewed in the "Records" option.

Note: In case you need to record the time manually (without the start and pause counter), you can enter the "Records" button and add the start and end date of the task from this option.

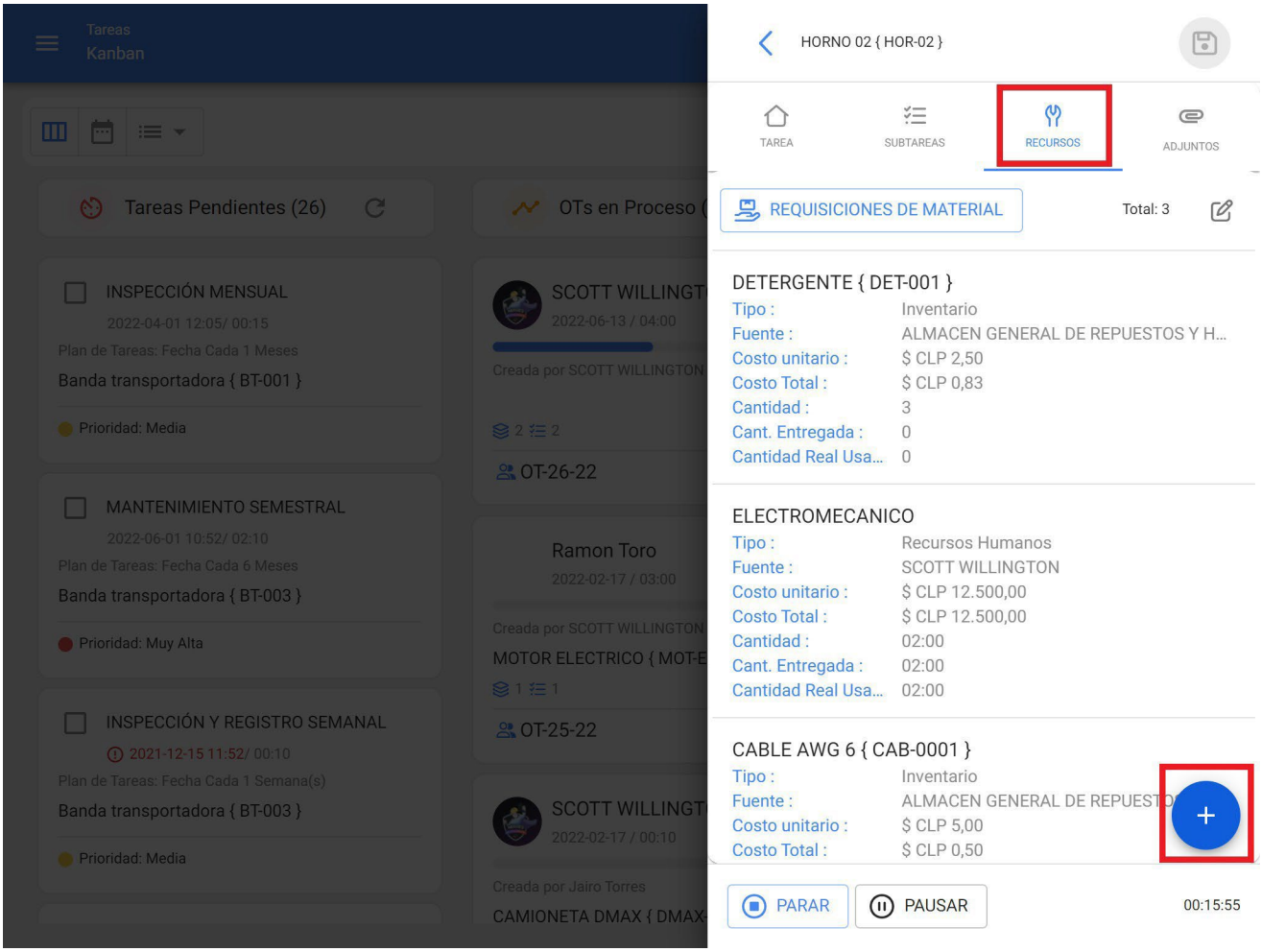

Tareas
Kanban
Tareas Pendientes (26)
OTs en Proceso (
INSPECCIÓN MENSUAL
2022-04-01 12:05/ 00:15
Plan de Tareas: Fecha Cada 1 Meses
Banda transportadora { BT-001 }
Prioridad: Media
MANTENIMIENTO SEMESTRAL
2022-06-01 10:52/ 02:10
Plan de Tareas: Fecha Cada 6 Meses
Banda transportadora { BT-003 }
Prioridad: Muy Alta
INSPECCIÓN Y REGISTRO SEMANAL
2021-12-15 11:52/ 00:10
Plan de Tareas: Fecha Cada 1 Semana(s)
Banda transportadora { BT-003 }
Prioridad: Media
SCOTT WILLINGT
2022-06-13 / 04:00
Creada por SCOTT WILLINGTON
2
2
OT-26-22
Ramon Toro
2022-02-17 / 03:00
Creada por SCOTT WILLINGTON
MOTOR ELECTRICO { MOT-E
1
1
OT-25-22
SCOTT WILLINGT
2022-02-17 / 00:10
Creada por Jairo Torres
CAMIONETA DMAX { DMAX
Pausar
Tarea
MANTENIMIENTO CUATRIMESTRAL
Motivo de la pausa
Nota
GUARDAR



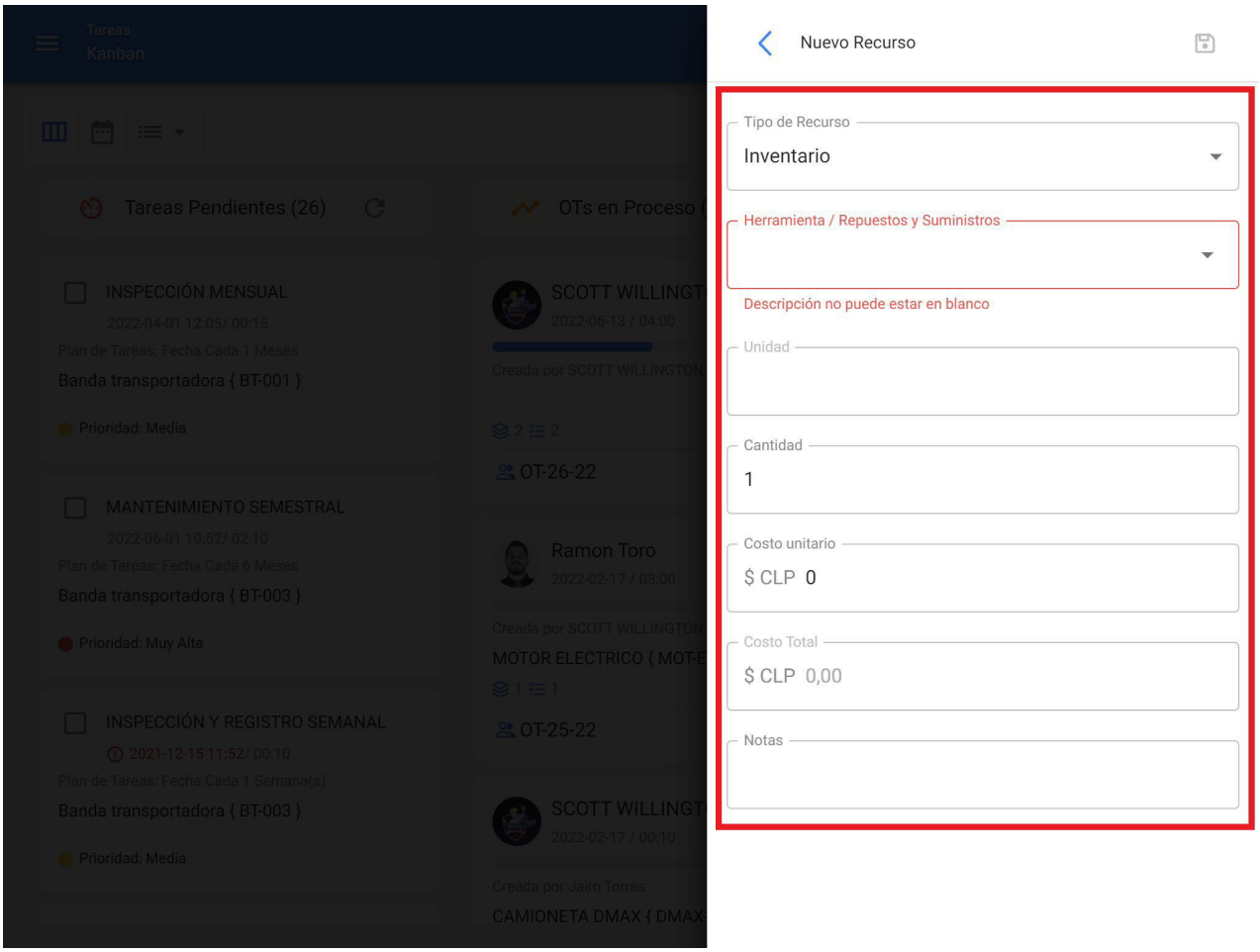
Then, go to the subtask tab to complete each of the steps or points required in the execution of the task.

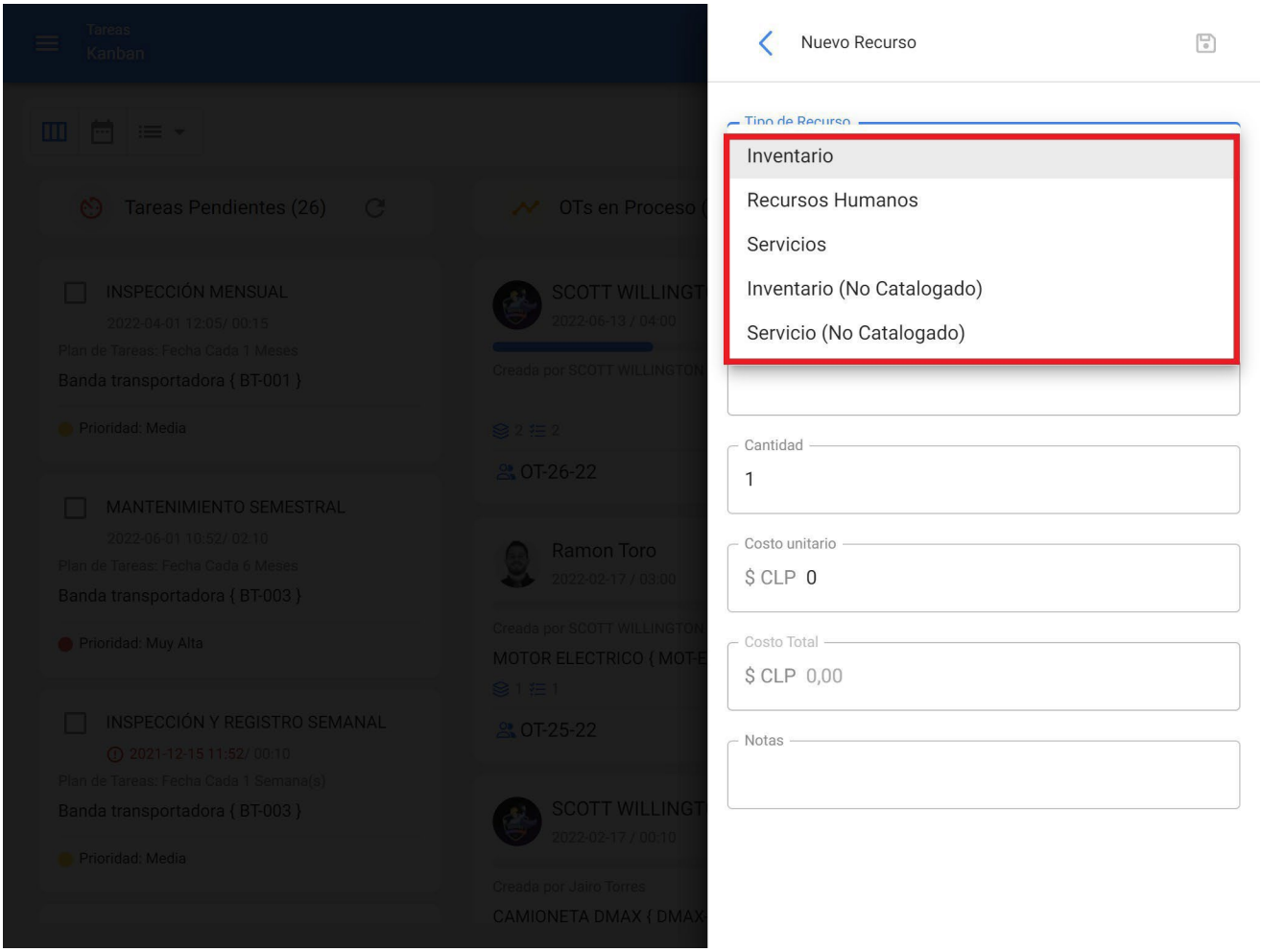


As for Resources, to add them, go to the Resources tab and click on the add symbol at the bottom right of the window.



Clicking on it will open another window where you can find different types of resources to add to the WO:

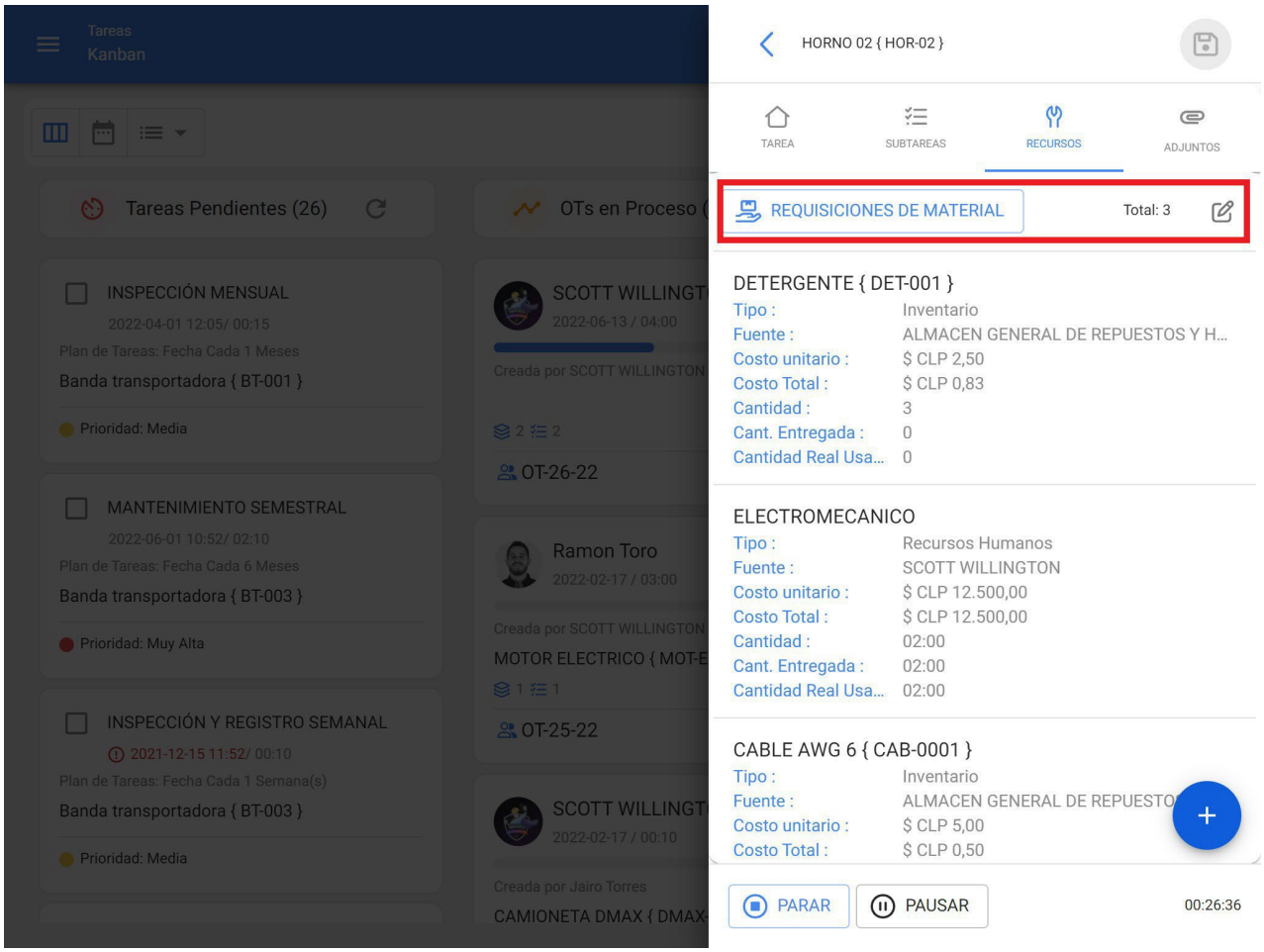

Tareas
Kanban
Tareas Pendientes (26)
OTs en Proceso (
INSPECCIÓN MENSUAL
2022-04-01 12:05/ 00:15
Plan de Tareas: Fecha Cada 1 Meses
Banda transportadora { BT-001 }
Prioridad: Media
SCOTT WILLINGT
2022-06-13 / 04:00
Creada por SCOTT WILLINGTON
2 2
OT-26-22
MANTENIMIENTO SEMESTRAL
2022-06-01 10:52/ 02:10
Plan de Tareas: Fecha Cada 6 Meses
Banda transportadora { BT-003 }
Prioridad: Muy Alta
Ramon Toro
2022-02-17 / 03:00
Creada por SCOTT WILLINGTON
MOTOR ELECTRICO { MOT-E
1 1
OT-25-22
INSPECCIÓN Y REGISTRO SEMANAL
2021-12-15 11:52/ 00:10
Plan de Tareas: Fecha Cada 1 Semana(s)
Banda transportadora { BT-003 }
Prioridad: Media
SCOTT WILLINGT
2022-02-17 / 00:10
Creada por Jairo Torres
CAMIONETA DMAX { DMAX
Nuevo Recurso
Tipo de Recurso
Inventario
Herramienta / Repuestos y Suministros
Descripción no puede estar en blanco
Unidad
Cantidad
1
Costo unitario
$ CLP 0
Costo Total
$ CLP 0,00
Notas

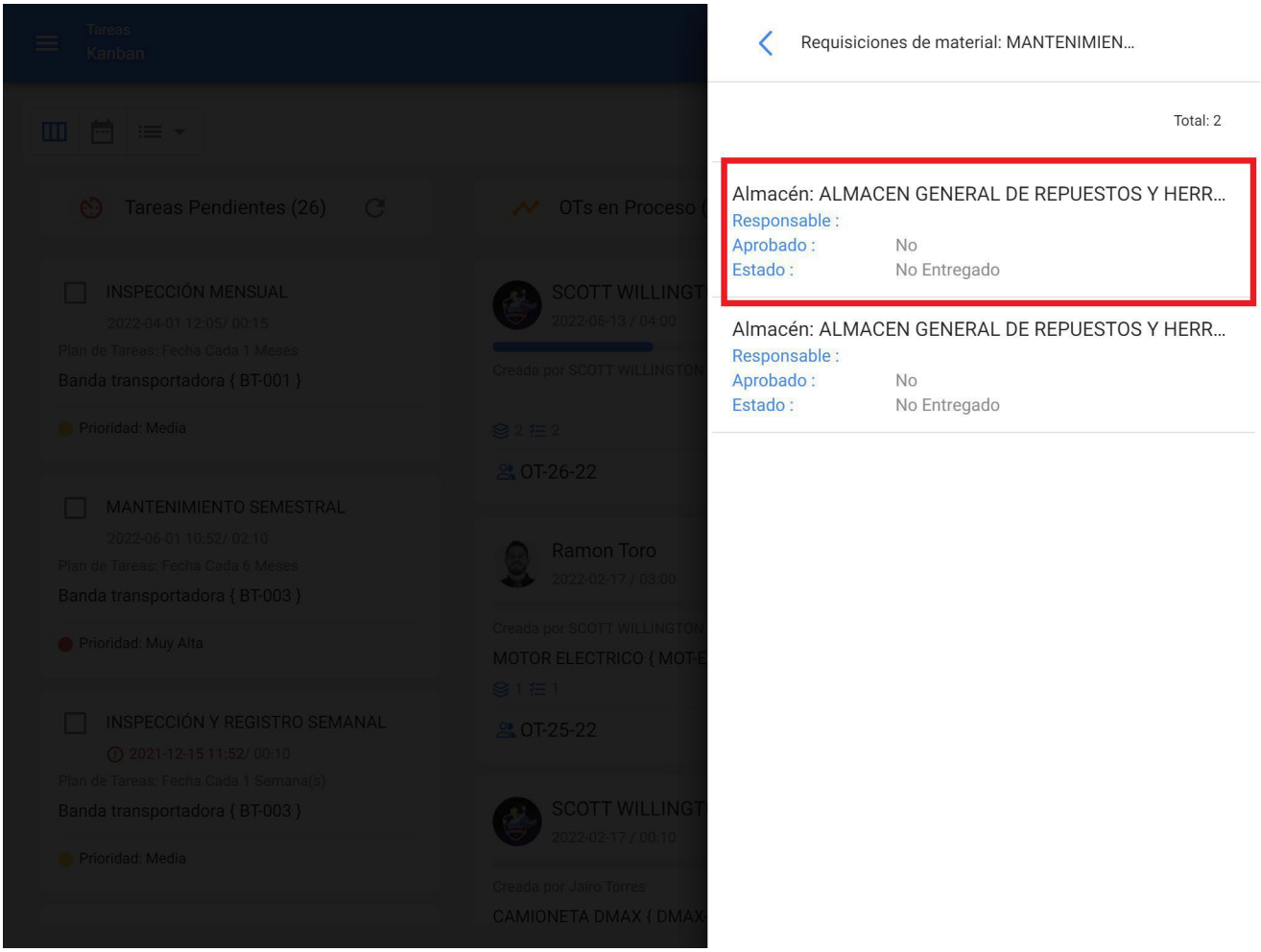


- **Inventory:** Corresponds to the resources (Tools, Spare Parts and Supplies) coming from a warehouse and that are necessary in the execution of the task.
- **Inhouse personnel:** Corresponds to the man-hours to be accounted for in the WO.
- **Services:** Corresponds to the costs associated with external services performed by third parties registered in the platform (third parties module).
- **Inventory (Unclassified):** Corresponds to inventory type resources that do not come from a warehouse and therefore are not registered in the platform.
- **Service (Unlisted):** Corresponds to services associated with an external party that is not registered in the platform as a third party.

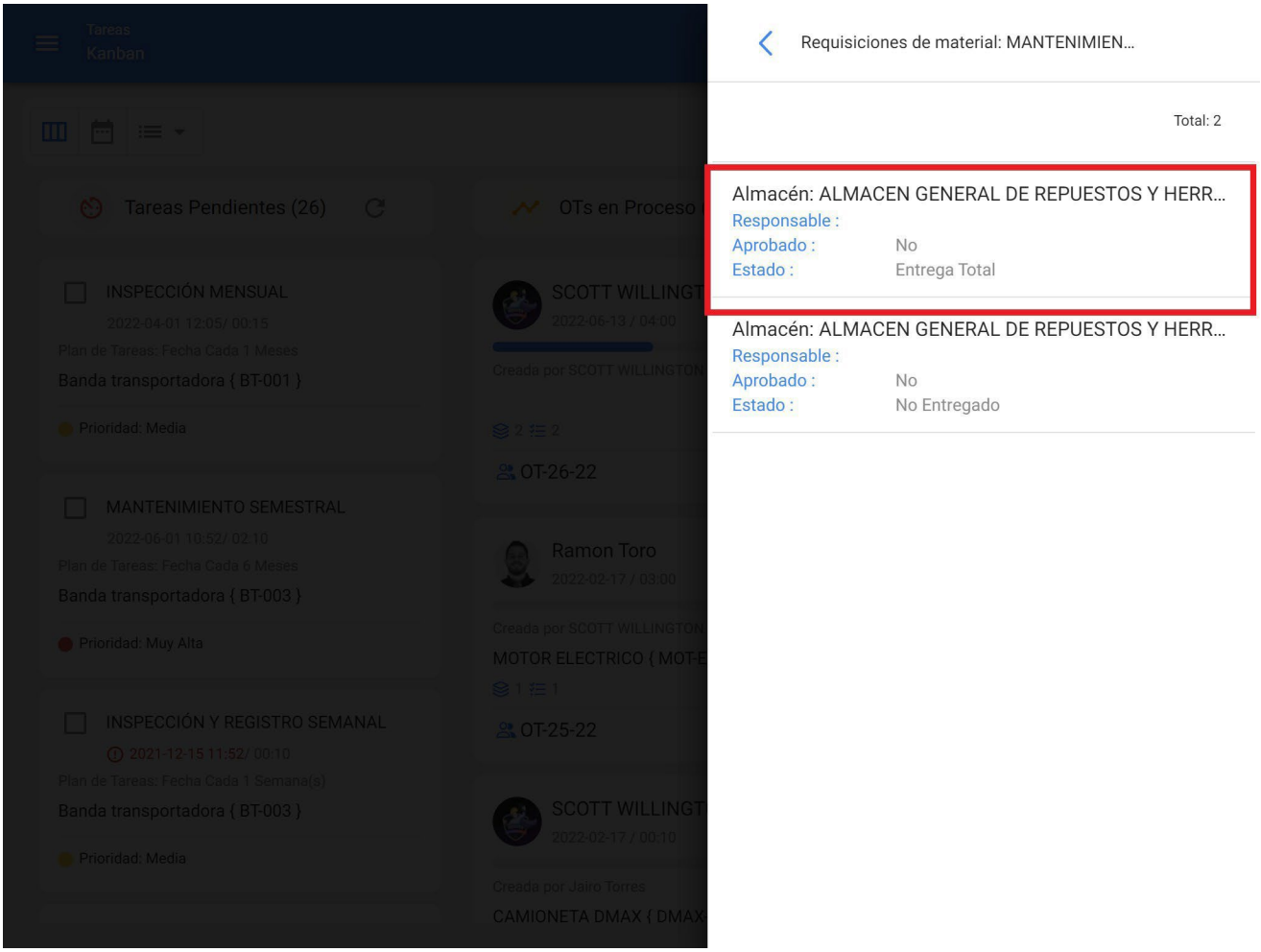
Note: All costs associated with inventories and cataloged services come directly from the Warehouse and Third Party modules.

It is important to mention that, when adding an inventory type resource, a material requisition is automatically generated (both in the WO and in the Warehouse Material Requisitions sub-module), which functions as a validation document that guarantees that the material order comes from a work order.

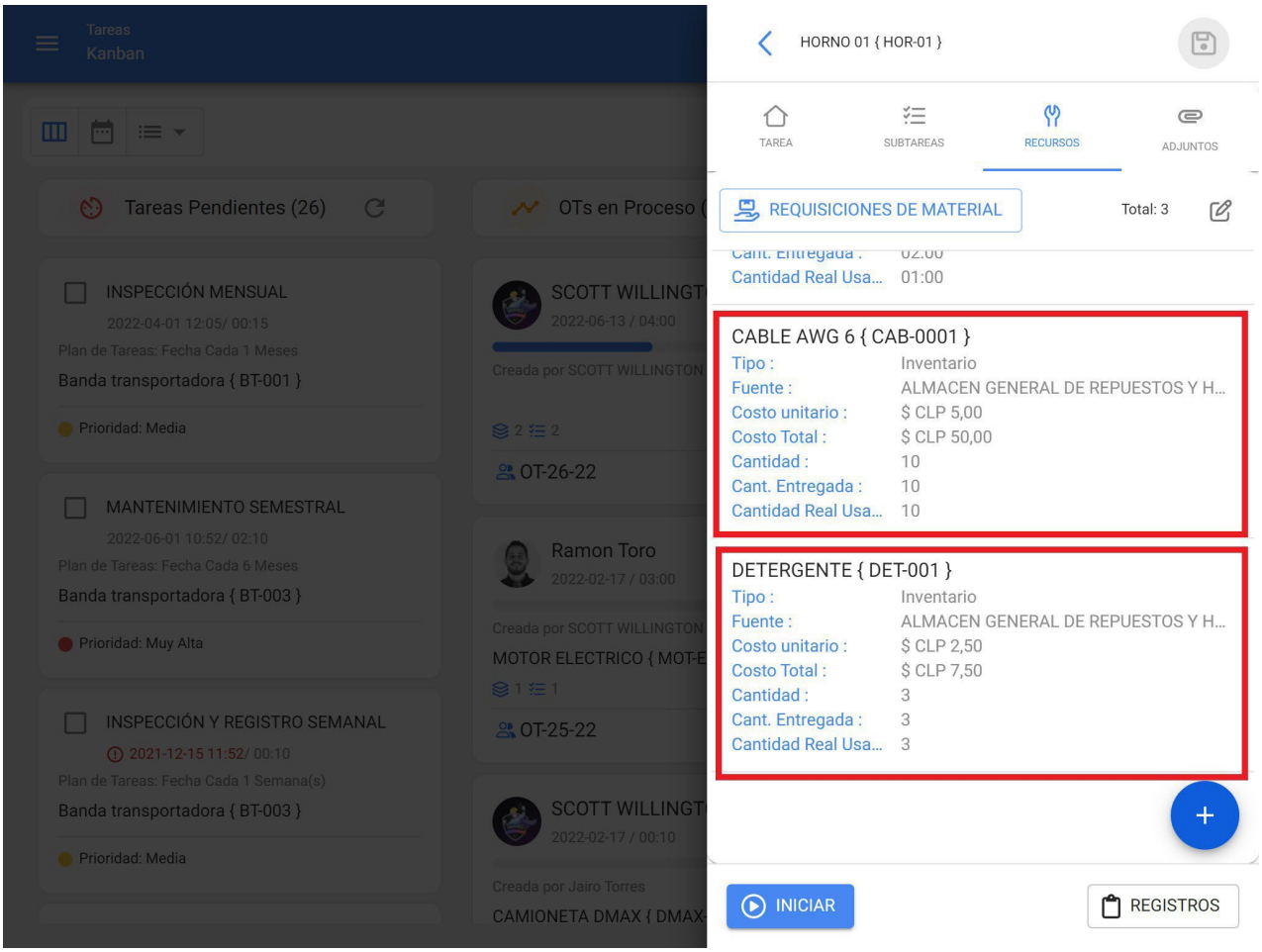


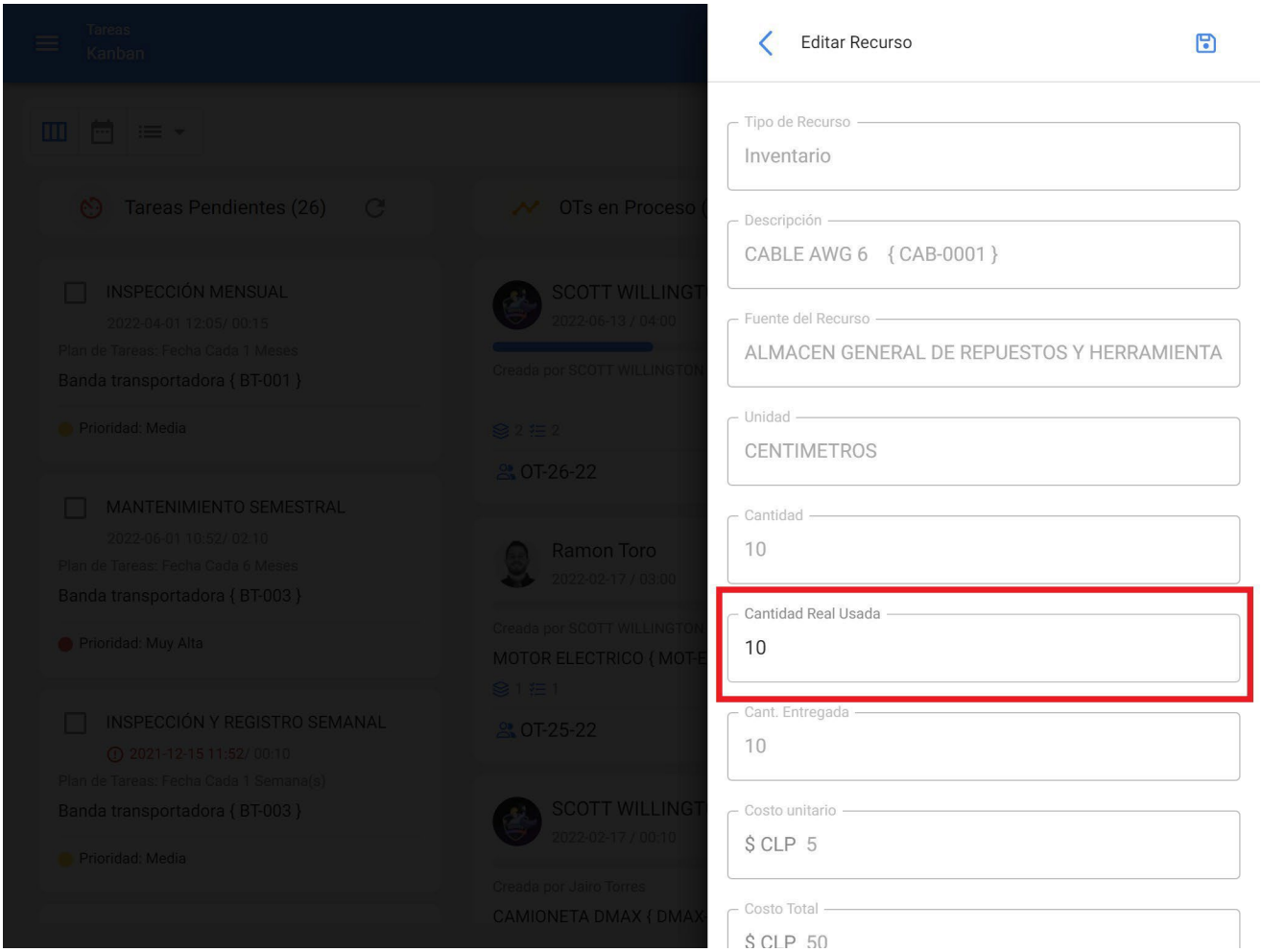


Once the material requisition is generated, the corresponding outgoing must be made in the warehouse module. In which case, the material requisition will change status from "Undelivered" to Total or Partial delivery as the case may be.

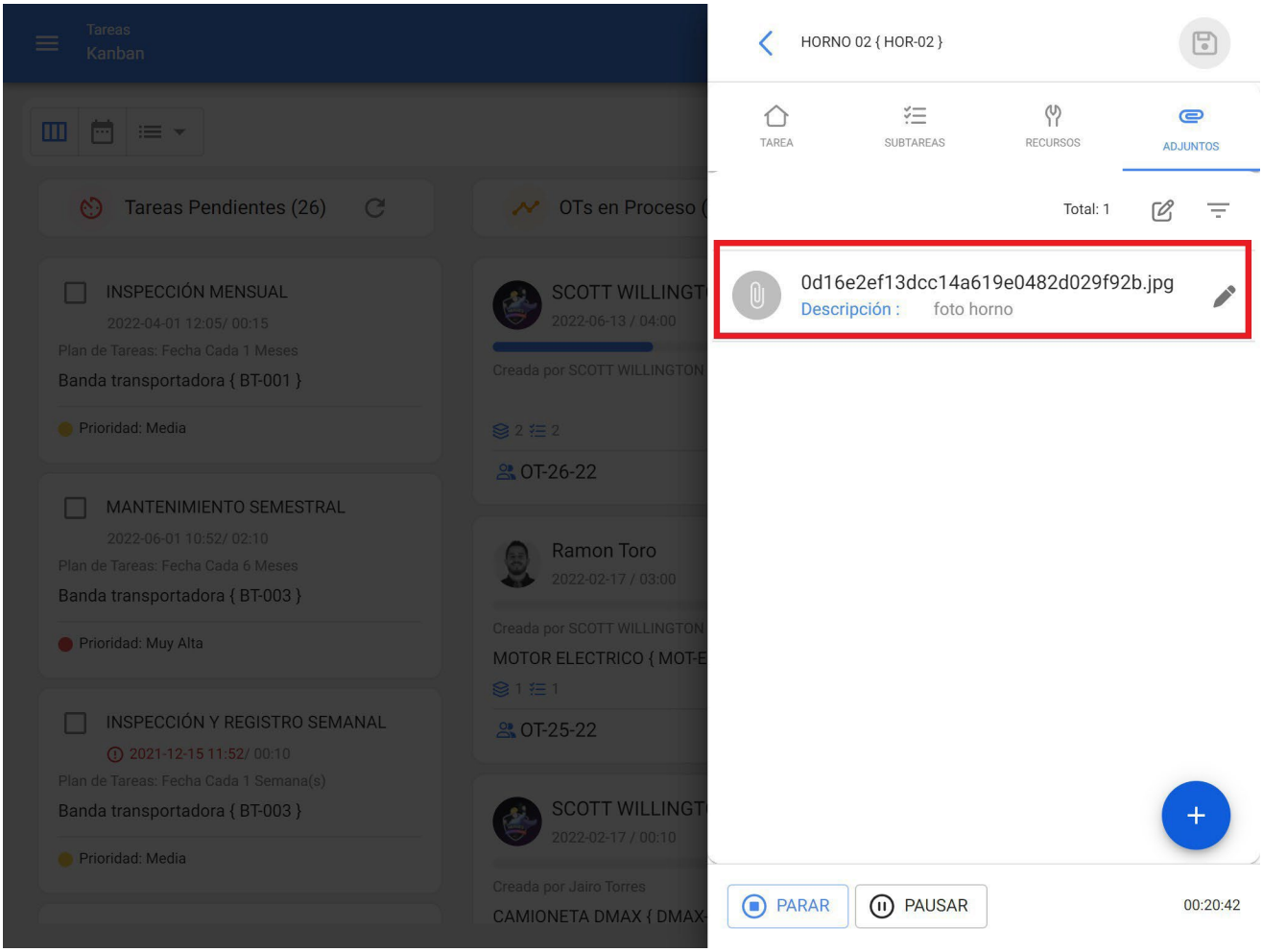


Once the material has been delivered, the technician who completes the WO must verify the actual quantity used and if there is material left over, the material must be returned to the warehouse as a return.

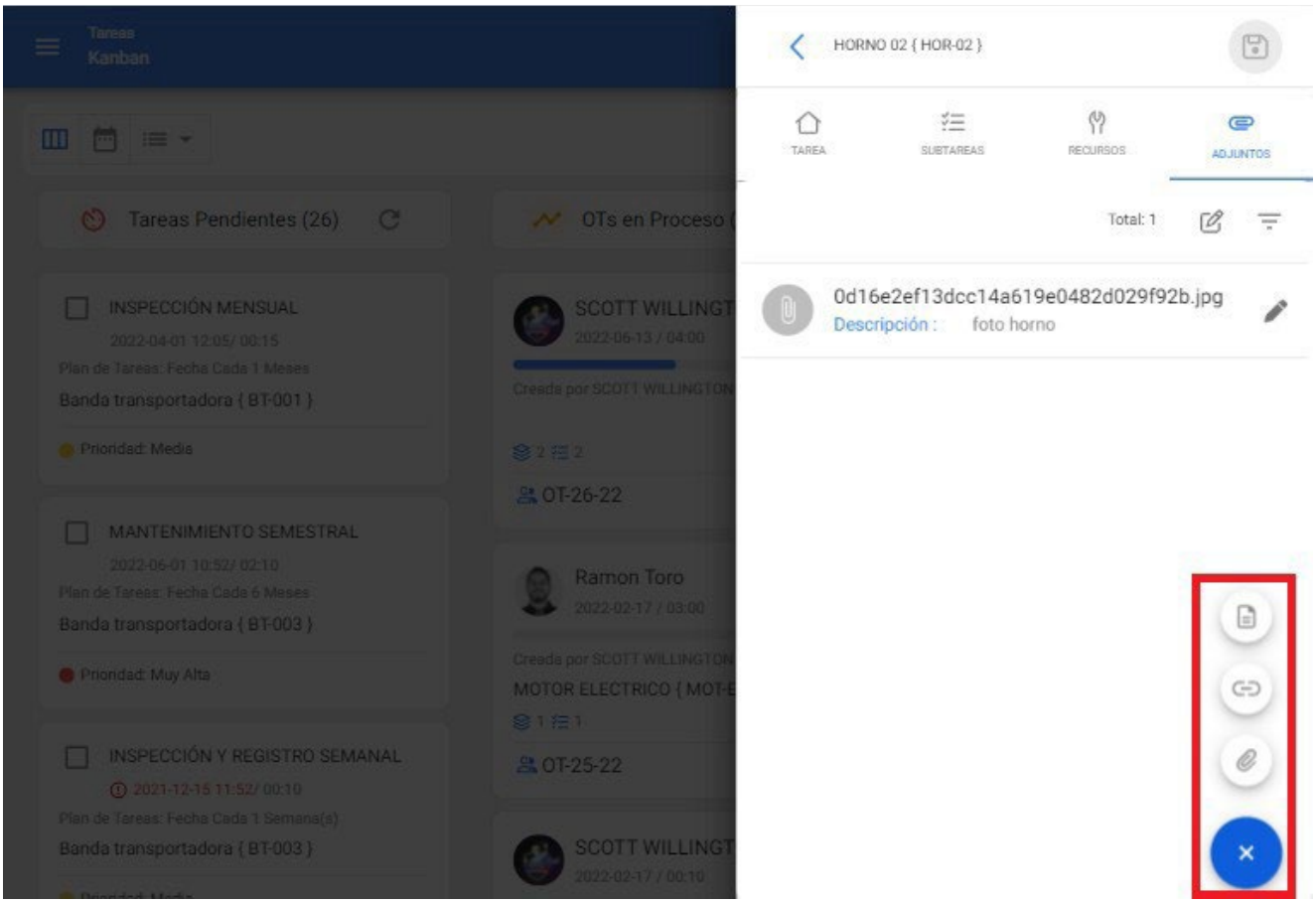

Tareas
Kanban
Tareas Pendientes (26)
INSPECCIÓN MENSUAL
2022-04-01 12:05/ 00:15
Plan de Tareas: Fecha Cada 1 Meses
Banda transportadora { BT-001 }
Prioridad: Media
MANTENIMIENTO SEMESTRAL
2022-06-01 10:52/ 02:10
Plan de Tareas: Fecha Cada 6 Meses
Banda transportadora { BT-003 }
Prioridad: Muy Alta
INSPECCIÓN Y REGISTRO SEMANAL
2021-12-15 11:52/ 00:10
Plan de Tareas: Fecha Cada 1 Semana(s)
Banda transportadora { BT-003 }
Prioridad: Media
SCOTT WILLINGT
2022-06-13 / 04:00
Creada por SCOTT WILLINGTON
OT-26-22
Ramon Toro
2022-02-17 / 03:00
Creada por SCOTT WILLINGTON
MOTOR ELECTRICO { MOT-E
OT-25-22
SCOTT WILLINGT
2022-02-17 / 00:10
Creada por Jairo Torres
CAMIONETA DMAX { DMAX
HORNO 01 { HOR-01 }
TAREA
SUBTAREAS
RECURSOS
ADJUNTOS
REQUISICIONES DE MATERIAL
Total: 3
Cantidad Real Usa... 01:00
CABLE AWG 6 { CAB-0001 }
Tipo : Inventario
Fuente : ALMACEN GENERAL DE REPUESTOS Y H...
Costo unitario : $ CLP 5,00
Costo Total : $ CLP 50,00
Cantidad : 10
Cant. Entregada : 10
Cantidad Real Usa... 10
DETERGENTE { DET-001 }
Tipo : Inventario
Fuente : ALMACEN GENERAL DE REPUESTOS Y H...
Costo unitario : $ CLP 2,50
Costo Total : $ CLP 7,50
Cantidad : 3
Cant. Entregada : 3
Cantidad Real Usa... 3
INICIAR
REGISTROS



Now as for the attachments tab, it works in a similar way, since, in order to visualize the attachments associated to the work management plan, you only have to enter this tab.



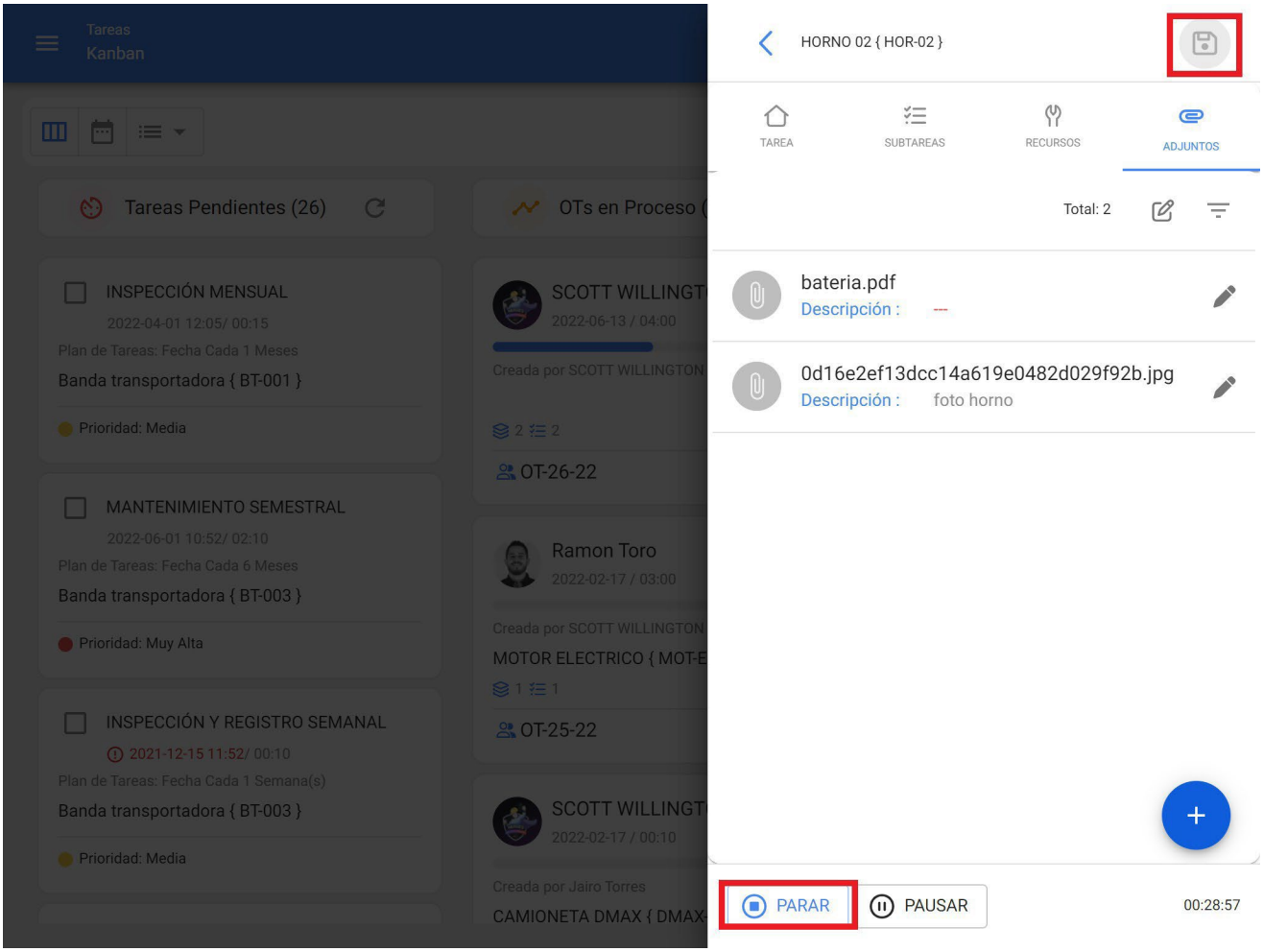
But to add a new attachment, click on the add link at the bottom of the window and then select what type of attachment you want to add.



Types of attachments:

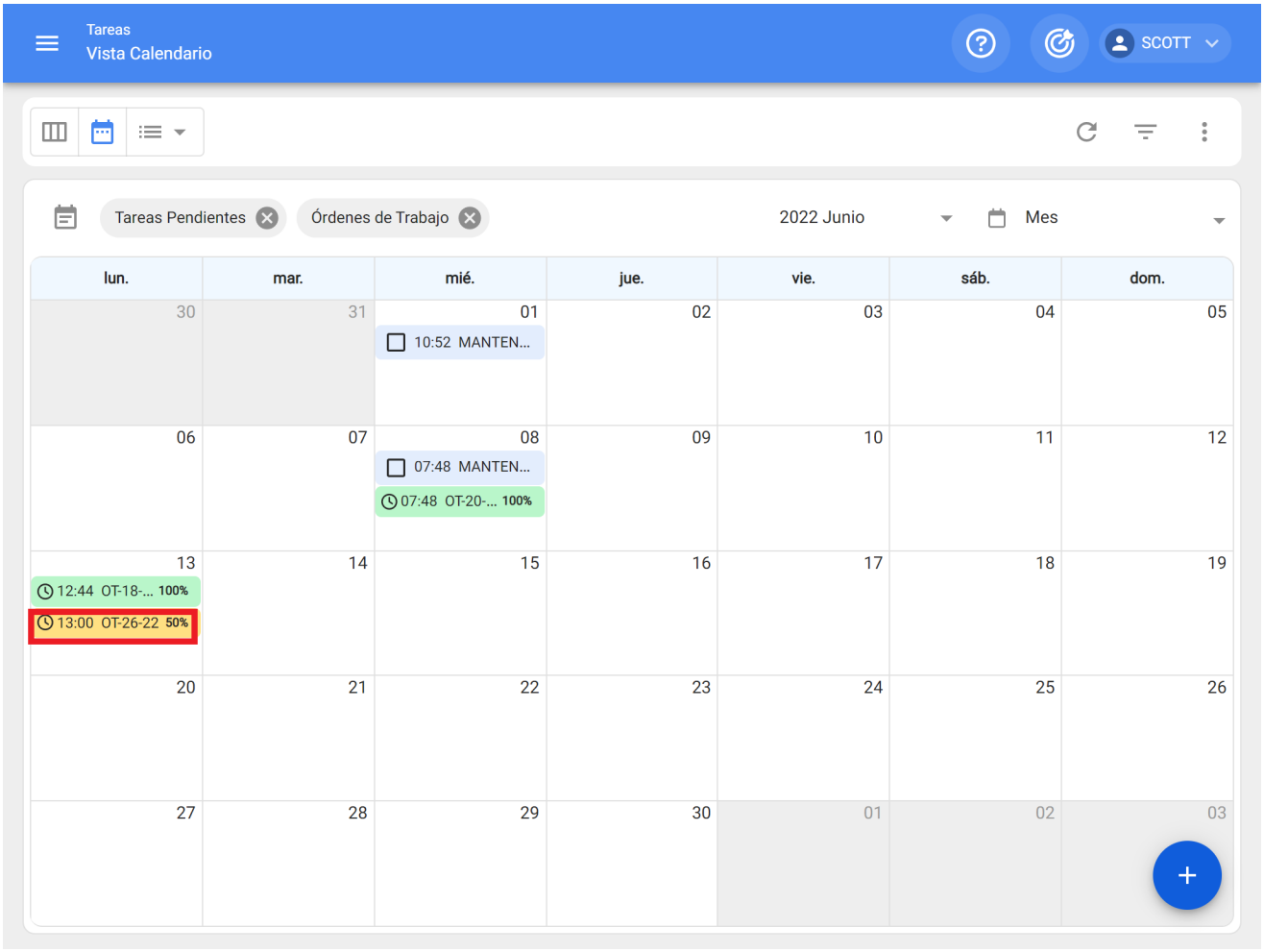
- **Note:** Text field in which you can add any note related to the task performed**.**
- **Link:** Text field in which a link can be added.
- **File**: Field in which files, such as documents, images, etc., can be attached.

Finally, once you have made the edits and completed filling in each of the 4 tabs of the WO (Task, Subtasks, Resources, Attachments) just click on the save option and on the Stop option to register the end of the task.

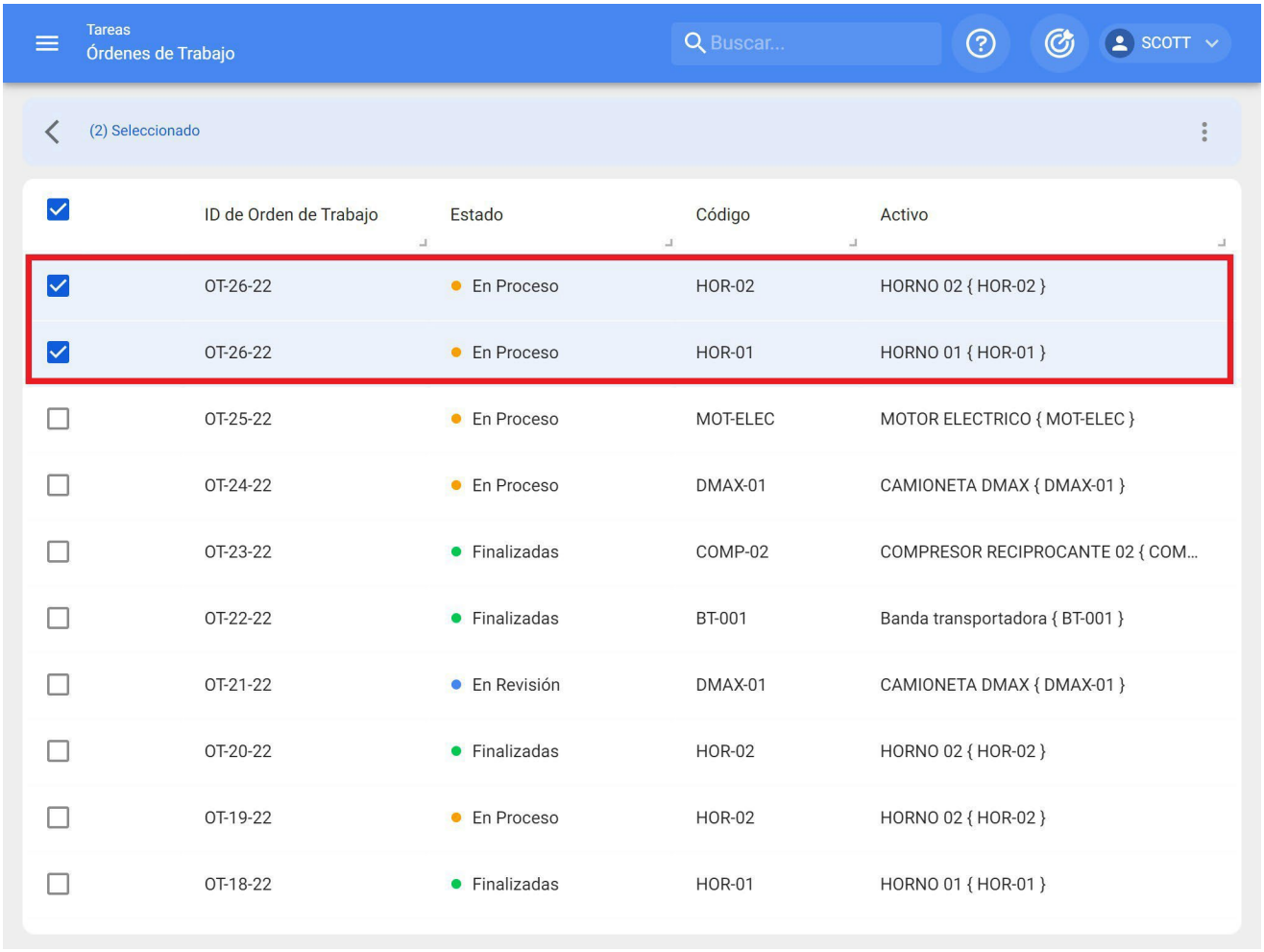


For TimeLine and List views:

When entering the TimeLine and List tabs respectively, select the WO in question and click on view WO detail to start the editing process.

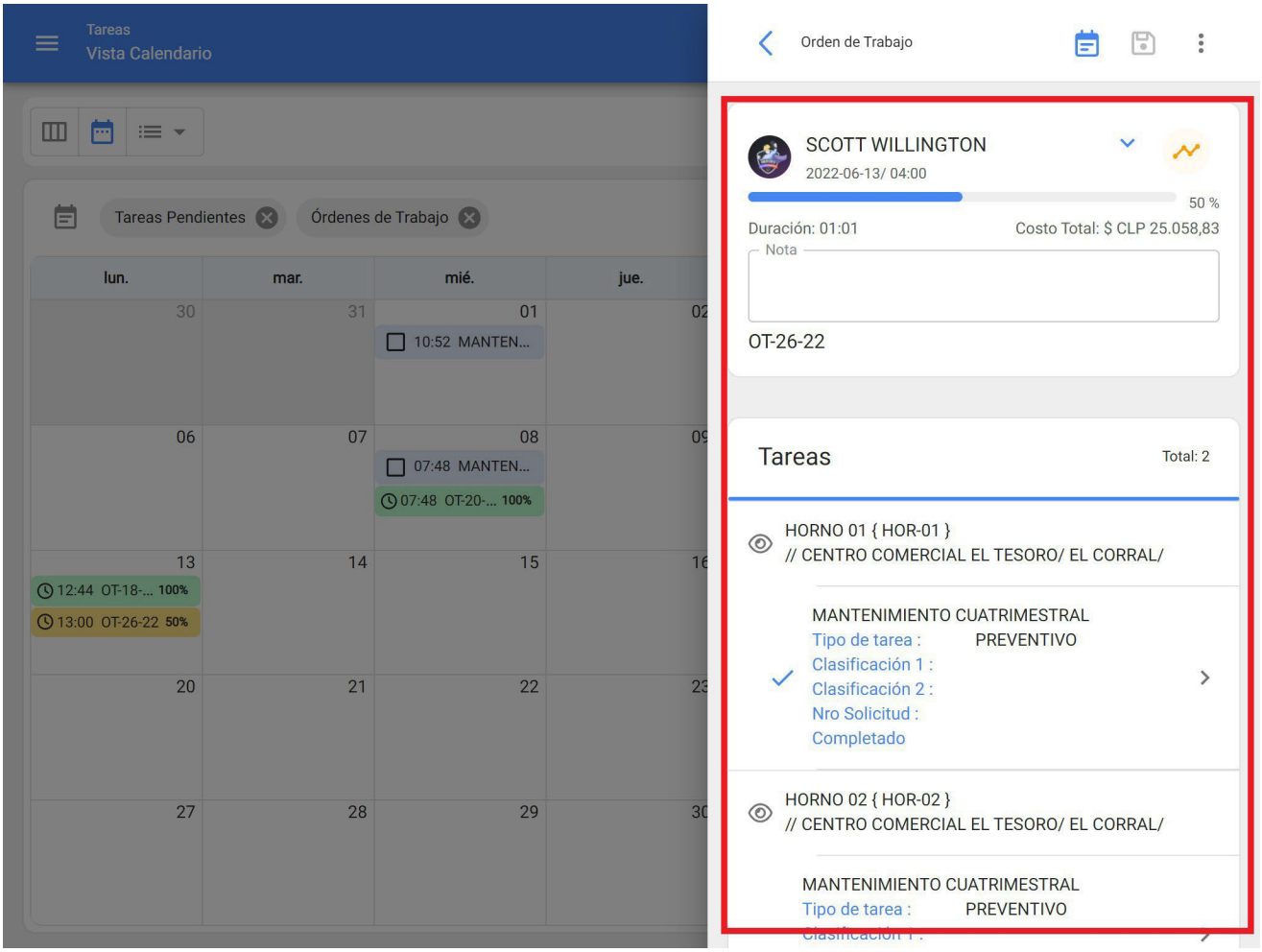


TimeLine View

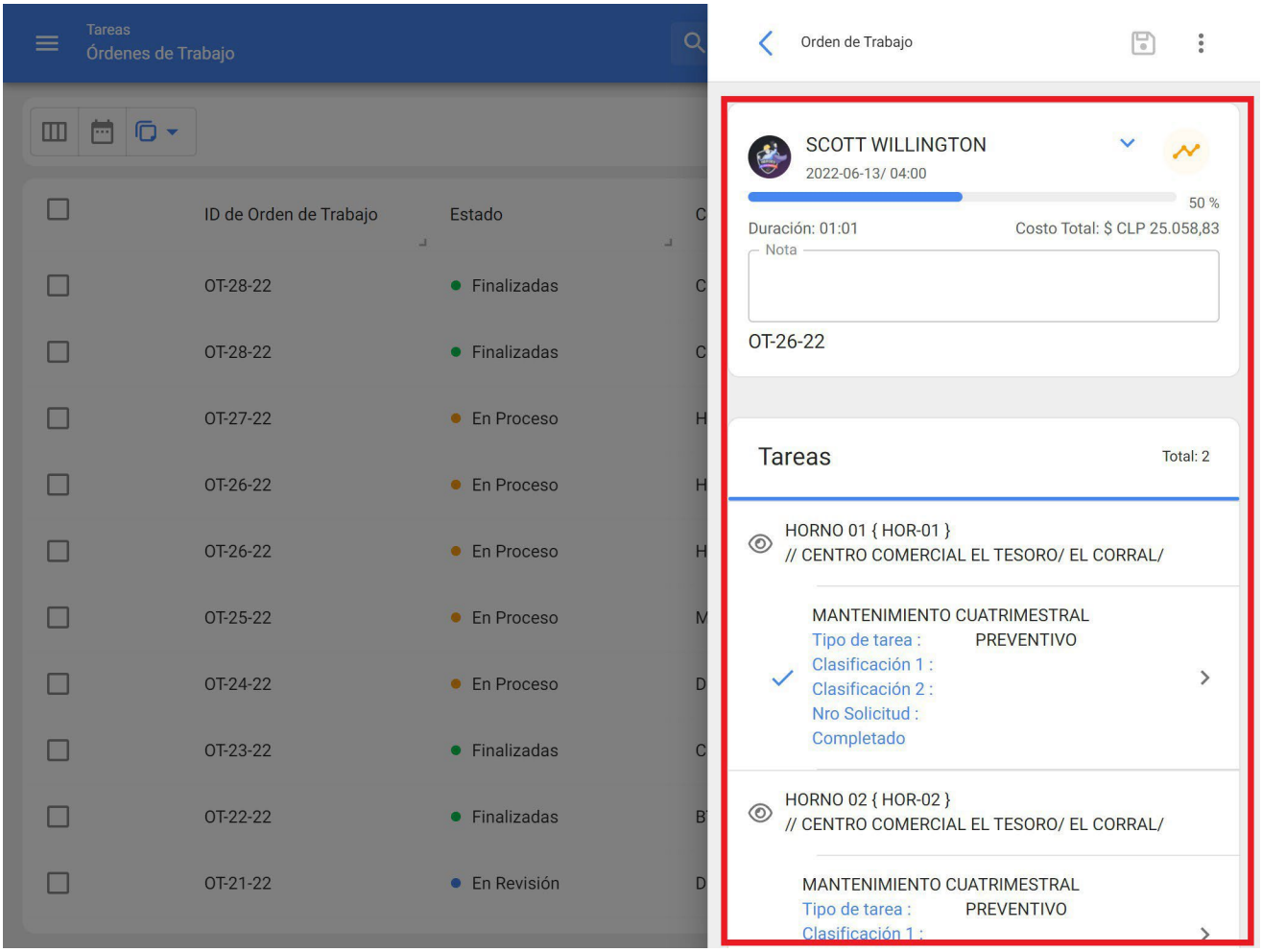


List View

After clicking (for both options), a window will open for editing and filling out each of the work management associated with the WO, which is done in a similar way as in the Kanban view (For more details see the section "*How to edit and complete a WO").*
For the Kanban view")



TimeLine View

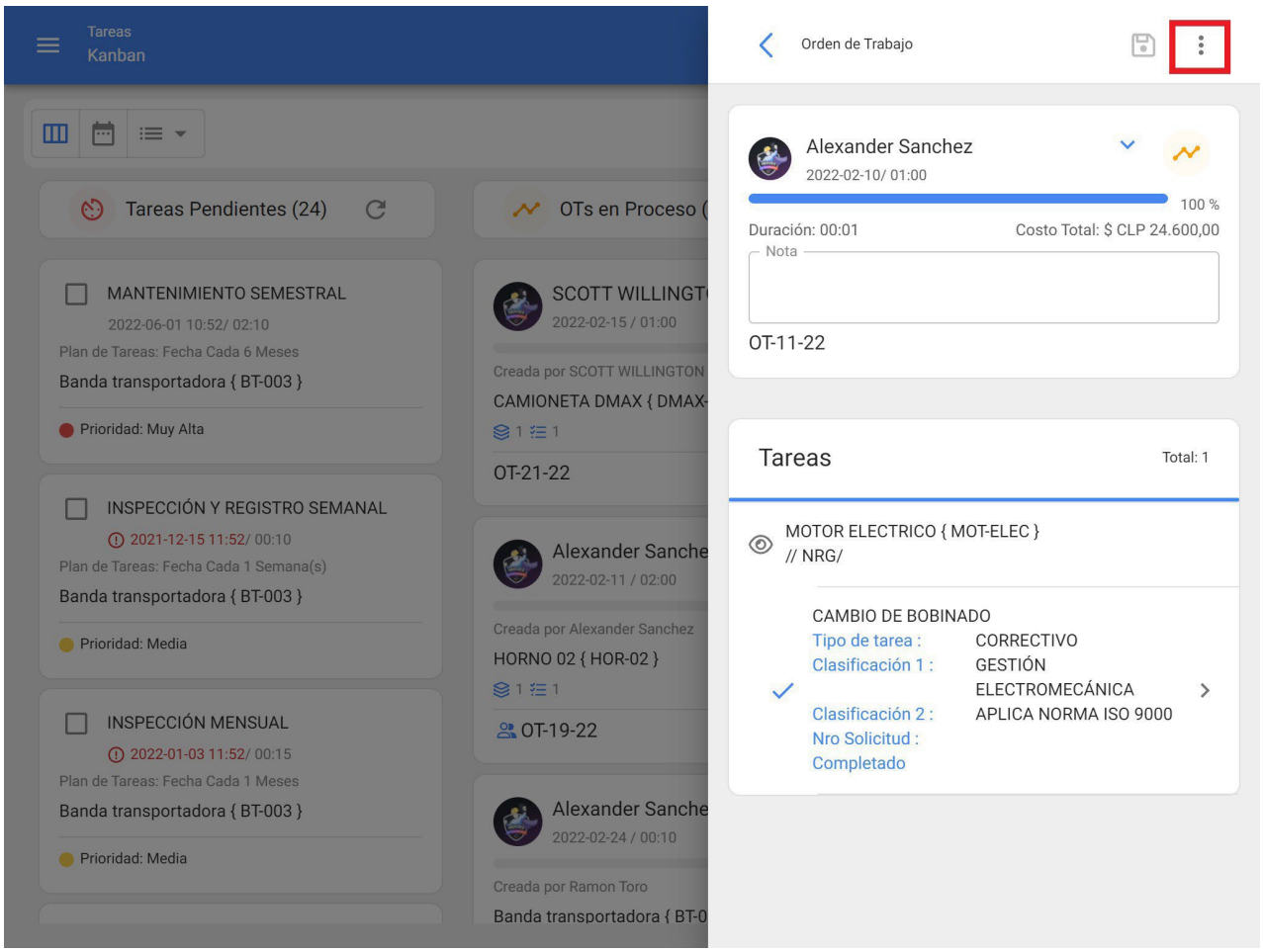

Tareas
Órdenes de Trabajo
ID de Orden de Trabajo
Estado
OT-28-22
Finalizadas
OT-28-22
Finalizadas
OT-27-22
En Proceso
OT-26-22
En Proceso
OT-26-22
En Proceso
OT-25-22
En Proceso
OT-24-22
En Proceso
OT-23-22
Finalizadas
OT-22-22
Finalizadas
OT-21-22
En Revisión
Orden de Trabajo
SCOTT WILLINGTON
2022-06-13/ 04:00
50 %
Duración: 01:01
Costo Total: $ CLP 25.058,83
Nota
OT-26-22
Tareas
Total: 2
HORNO 01 { HOR-01 }
// CENTRO COMERCIAL EL TESORO/ EL CORRAL/
MANTENIMIENTO CUATRIMESTRAL
Tipo de tarea : PREVENTIVO
Clasificación 1 :
Clasificación 2 :
Nro Solicitud :
Completado
HORNO 02 { HOR-02 }
// CENTRO COMERCIAL EL TESORO/ EL CORRAL/
MANTENIMIENTO CUATRIMESTRAL
Tipo de tarea : PREVENTIVO
Clasificación 1 :

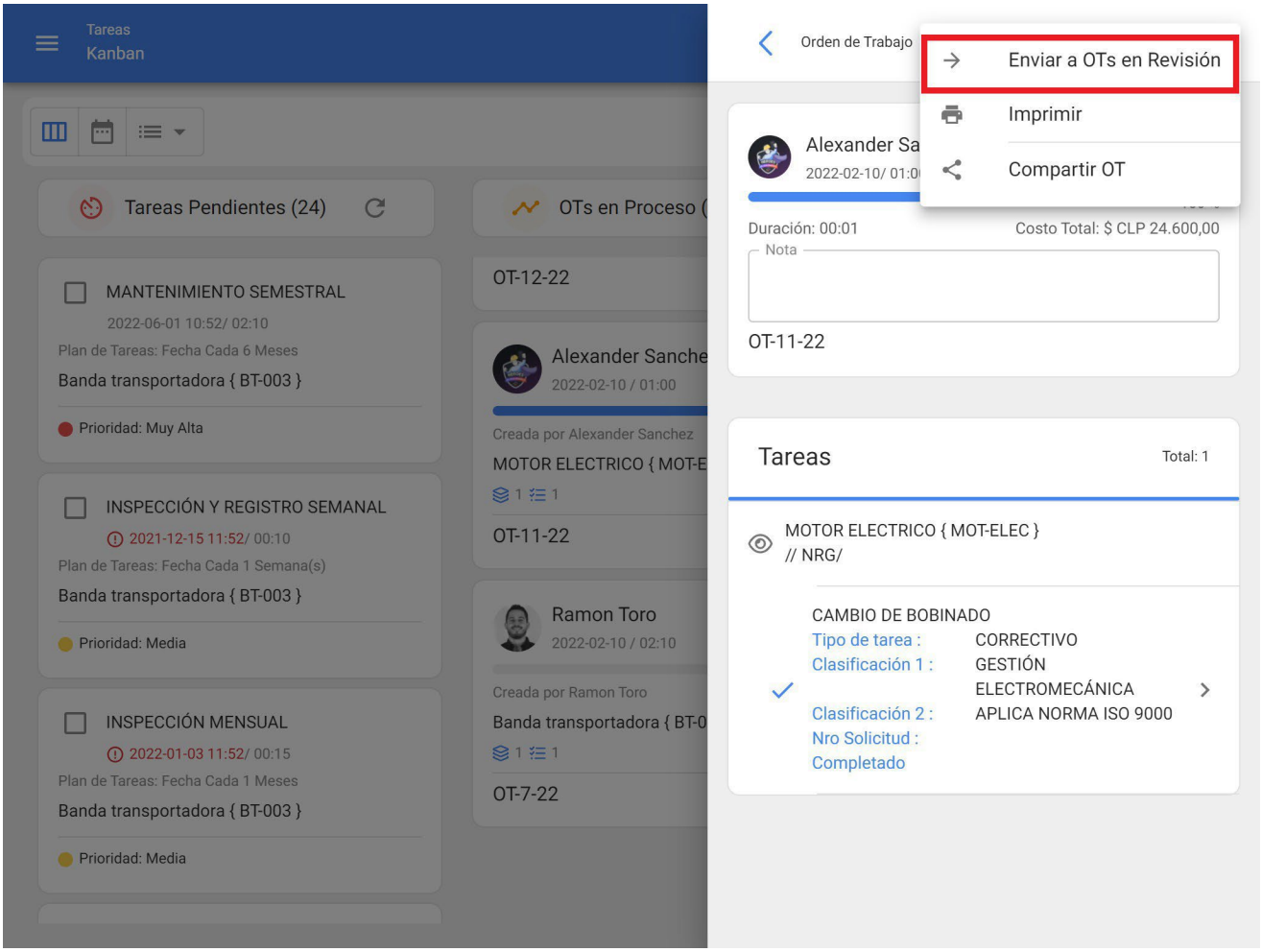
List View

How do I change the status of a WO?

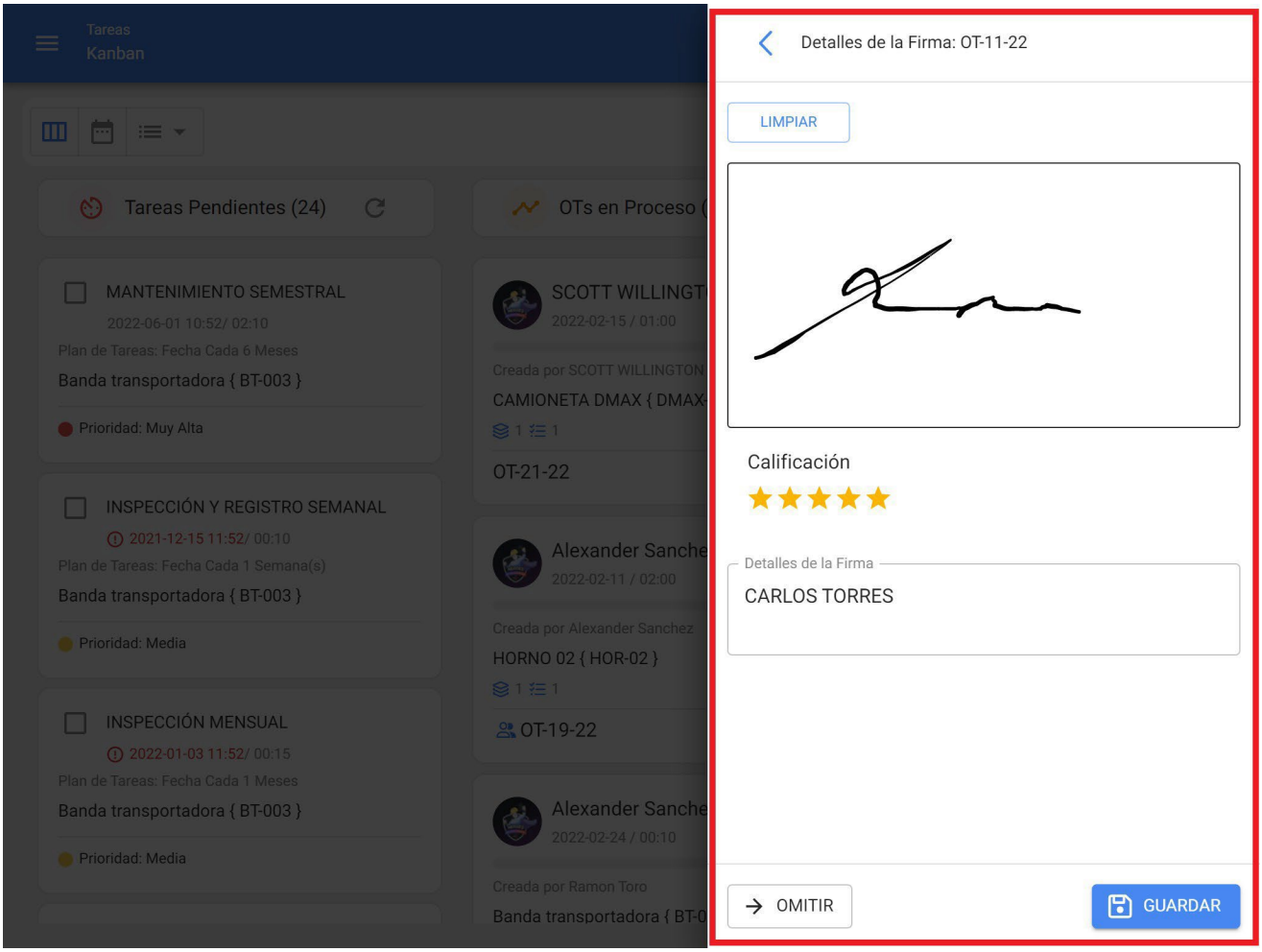
help.fracttal.com/en/articles/6008207-as-change-of-states-from-an-OT

Once a WO is generated, it is automatically in process to be completed each of its work management. Subsequently, once the WO has a 100% progress percentage, the next step is to sign and qualify it (this signature and qualification can be done by a person who validates the WO execution on site), to do so, the options menu on the upper right side must be deployed and click on "Send to WO in Review".

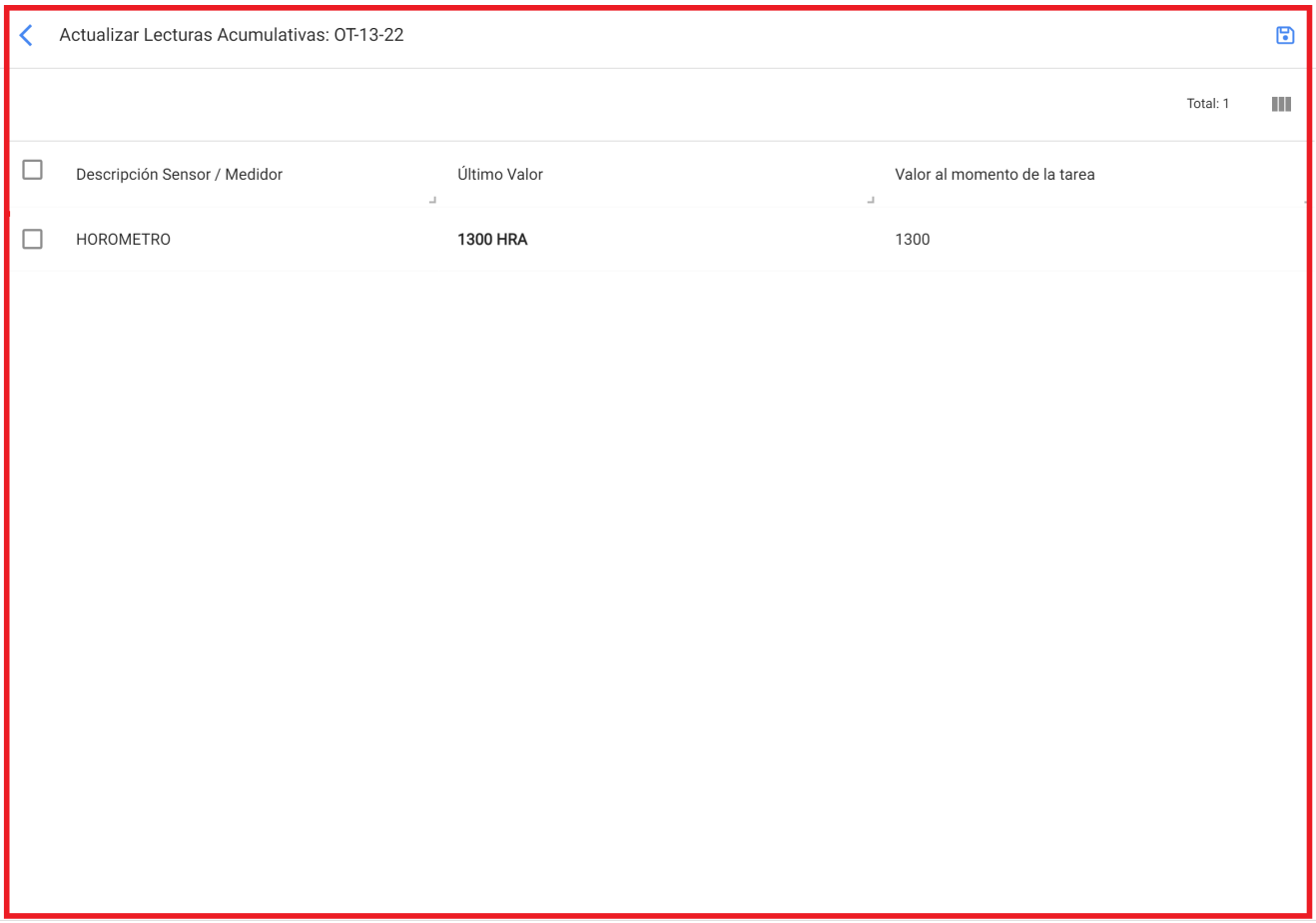




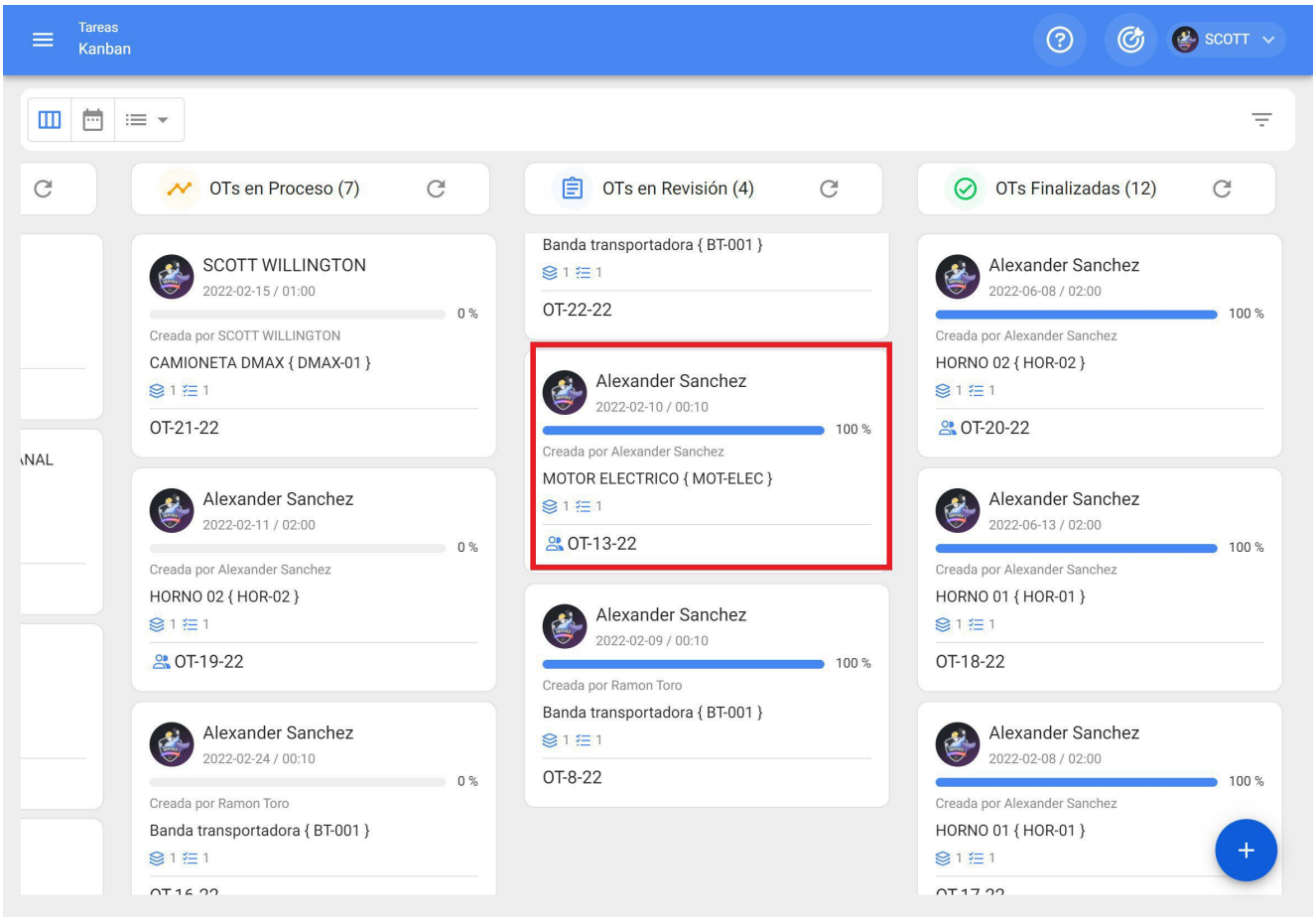
When clicked, the system will open a window where you will be asked to qualify and sign the WO before it is sent to Review status.

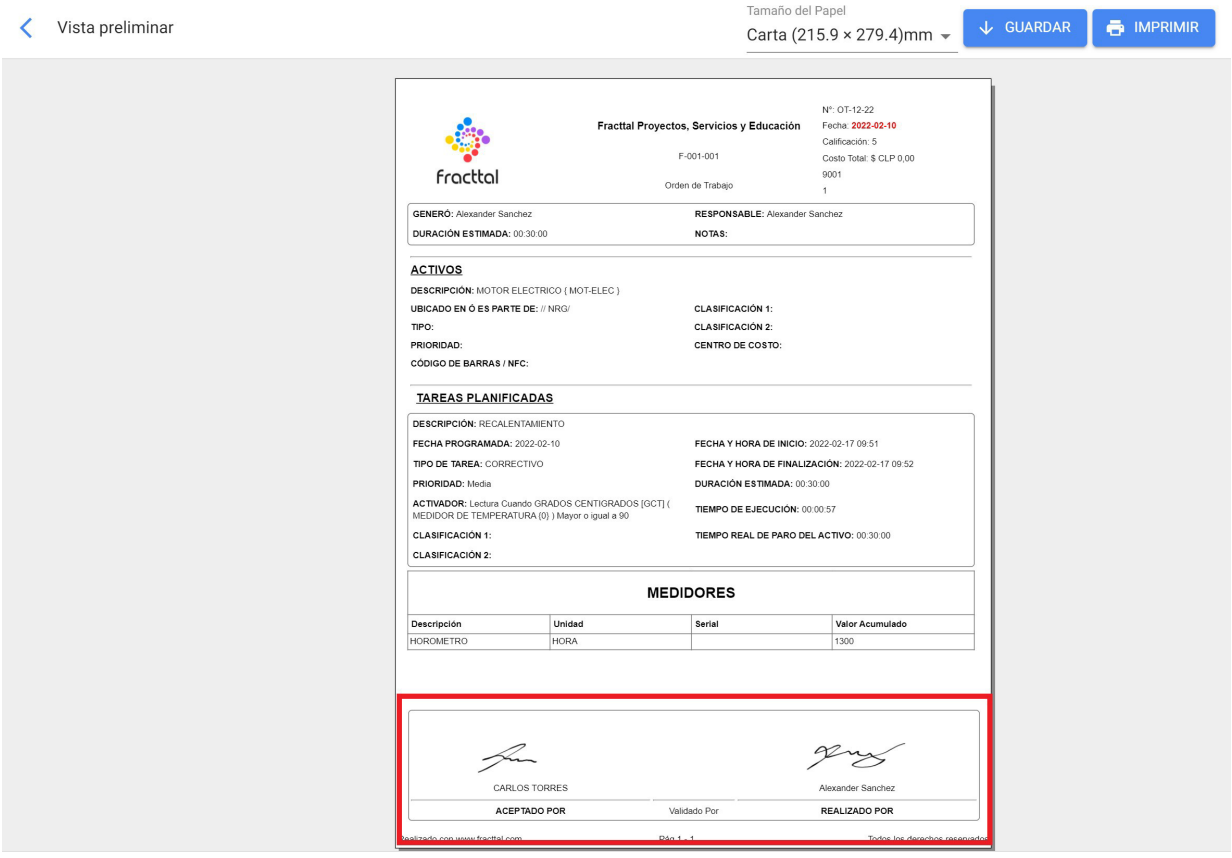


Note: If the asset associated to the WO has any meters subject to work management triggers, the system will always show the option to update all the readings of those meters.

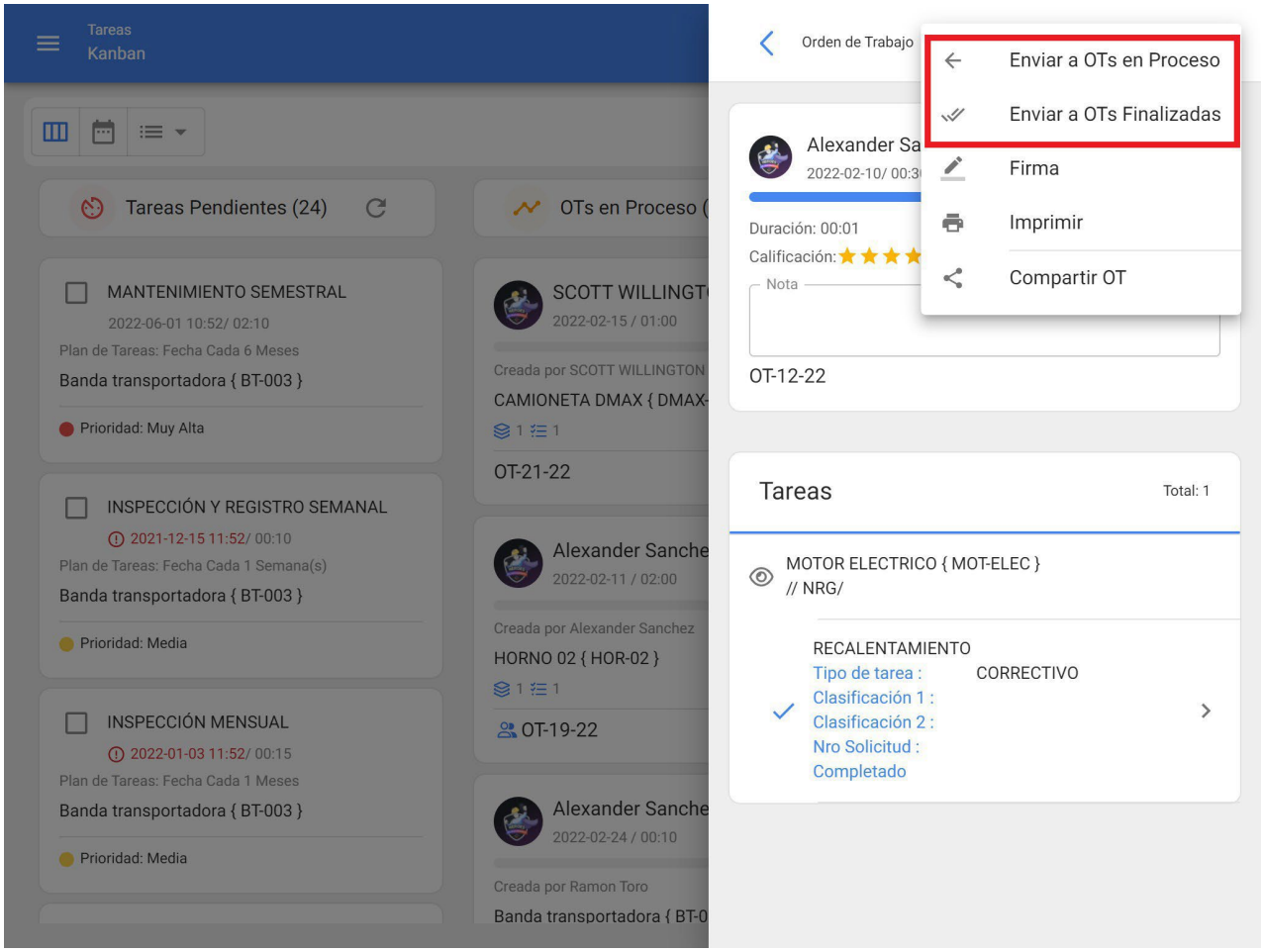


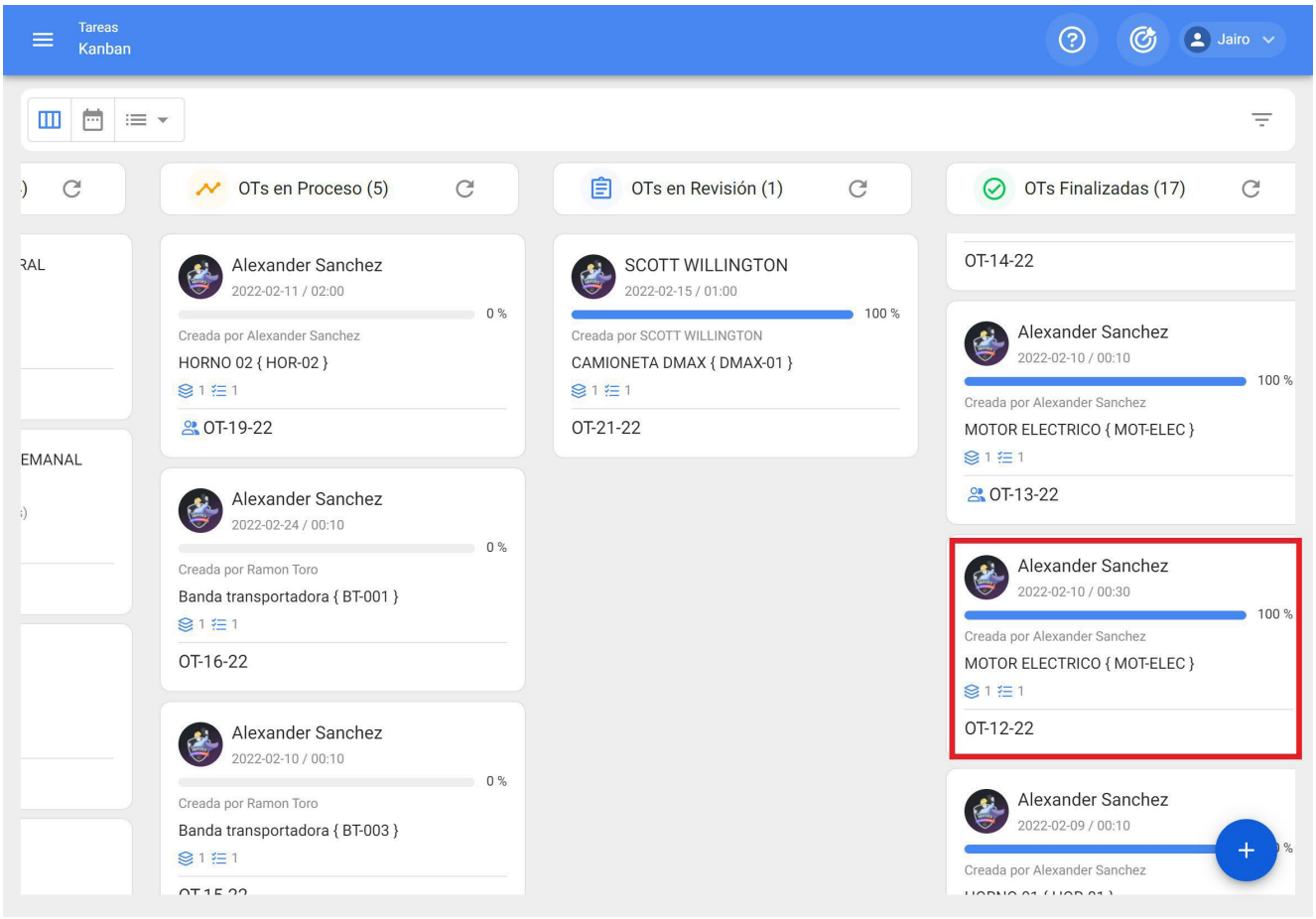
After completing the above steps, the WO will automatically change to Review so that it can be validated or verified by the corresponding person before being finalized. At this point, the printed format of the WO is displayed, where the signatures of both the person who qualified it and the person responsible for the WO will appear.


Tareas
Kanban
SCOTT
OTs en Proceso (7)
OTs en Revisión (4)
OTs Finalizadas (12)
SCOTT WILLINGTON
2022-02-15 / 01:00
0 %
Creada por SCOTT WILLINGTON
CAMIONETA DMAX { DMAX-01 }
OT-21-22
Alexander Sanchez
2022-02-11 / 02:00
0 %
Creada por Alexander Sanchez
HORNO 02 { HOR-02 }
OT-19-22
Alexander Sanchez
2022-02-24 / 00:10
0 %
Creada por Ramon Toro
Banda transportadora { BT-001 }
Banda transportadora { BT-001 }
OT-22-22
Alexander Sanchez
2022-02-10 / 00:10
100 %
Creada por Alexander Sanchez
MOTOR ELECTRICO { MOT-ELEC }
OT-13-22
Alexander Sanchez
2022-02-09 / 00:10
100 %
Creada por Ramon Toro
Banda transportadora { BT-001 }
OT-8-22
Alexander Sanchez
2022-06-08 / 02:00
100 %
Creada por Alexander Sanchez
HORNO 02 { HOR-02 }
OT-20-22
Alexander Sanchez
2022-06-13 / 02:00
100 %
Creada por Alexander Sanchez
HORNO 01 { HOR-01 }
OT-18-22
Alexander Sanchez
2022-02-08 / 02:00
100 %
Creada por Alexander Sanchez
HORNO 01 { HOR-01 }


Vista preliminar
Tamaño del Papel
Carta (215.9 × 279.4)mm
GUARDAR
IMPRIMIR
Fracttal
Fracttal Proyectos, Servicios y Educación
F-001-001
Orden de Trabajo
Nº: OT-12-22
Fecha: 2022-02-10
Calificación: 5
Costo Total: $ CLP 0,00
9001
1
GENERÓ: Alexander Sanchez
RESPONSABLE: Alexander Sanchez
DURACIÓN ESTIMADA: 00:30:00
NOTAS:
ACTIVOS
DESCRIPCIÓN: MOTOR ELECTRICO (MOT-ELEC)
UBICADO EN Ó ES PARTE DE: // NRG/
CLASIFICACIÓN 1:
TIPO:
CLASIFICACIÓN 2:
PRIORIDAD:
CENTRO DE COSTO:
CÓDIGO DE BARRAS / NFC:
TAREAS PLANIFICADAS
DESCRIPCIÓN: RECALENTAMIENTO
FECHA PROGRAMADA: 2022-02-10
FECHA Y HORA DE INICIO: 2022-02-17 09:51
TIPO DE TAREA: CORRECTIVO
FECHA Y HORA DE FINALIZACIÓN: 2022-02-17 09:52
PRIORIDAD: Media
DURACIÓN ESTIMADA: 00:30:00
ACTIVADOR: Lectura Cuando GRADOS CENTIGRADOS [GCT] (MEDIDOR DE TEMPERATURA (0)) Mayor o igual a 90
TIEMPO DE EJECUCIÓN: 00:00:57
CLASIFICACIÓN 1:
TIEMPO REAL DE PARO DEL ACTIVO: 00:30:00
CLASIFICACIÓN 2:
MEDIDORES
Descripción
Unidad
Serial
Valor Acumulado
HOROMETRO
HORA
1300
CARLOS TORRES
Alexander Sanchez
ACEPTADO POR
Validado Por
REALIZADO POR

After validation of the WO the system allows two options, return the WO to Process again (in case it does not comply with any requirement) or pass the WO directly as Completed (caution must be taken as this process is irreversible).





Finally, once the WO has been completed, the process is finished and it can be validated that the 3 associated signatures will appear in the print format.

Vista preliminar

Tamaño del Papel: Carta (215.9 × 279.4)mm

GUARDAR IMPRIMIR

fracttal

Fracttal Proyectos, Servicios y Educación

F-001-001

Orden de Trabajo

N°: OT-12-22
Fecha: 2022-02-10
Calificación: 5
Costo Total: $ CLP 0,00
9001
1

GENERÓ: Alexander Sanchez
RESPONSABLE: Alexander Sanchez
DURACIÓN ESTIMADA: 00:30:00
NOTAS:

ACTIVOS

DESCRIPCIÓN: MOTOR ELECTRICO (MOT-ELEC)
UBICADO EN Ó ES PARTE DE: // NRG/
CLASIFICACIÓN 1:
TIPO:
CLASIFICACIÓN 2:
PRIORIDAD:
CENTRO DE COSTO:
CÓDIGO DE BARRAS / NFC:

TAREAS PLANIFICADAS

DESCRIPCIÓN: RECALENTAMIENTO
FECHA PROGRAMADA: 2022-02-10
FECHA Y HORA DE INICIO: 2022-02-17 09:51
TIPO DE TAREA: CORRECTIVO
FECHA Y HORA DE FINALIZACIÓN: 2022-02-17 09:52
PRIORIDAD: Media
DURACIÓN ESTIMADA: 00:30:00
ACTIVADOR: Lectura Cuando GRADOS CENTIGRADOS [GCT] (MEDIDOR DE TEMPERATURA (0)) Mayor o igual a 90
TIEMPO DE EJECUCIÓN: 00:00:57
CLASIFICACIÓN 1:
TIEMPO REAL DE PARO DEL ACTIVO: 00:30:00
CLASIFICACIÓN 2:

MEDIDORES

Descripción	Unidad	Serial	Valor Acumulado
HOROMETRO	HORA		1300

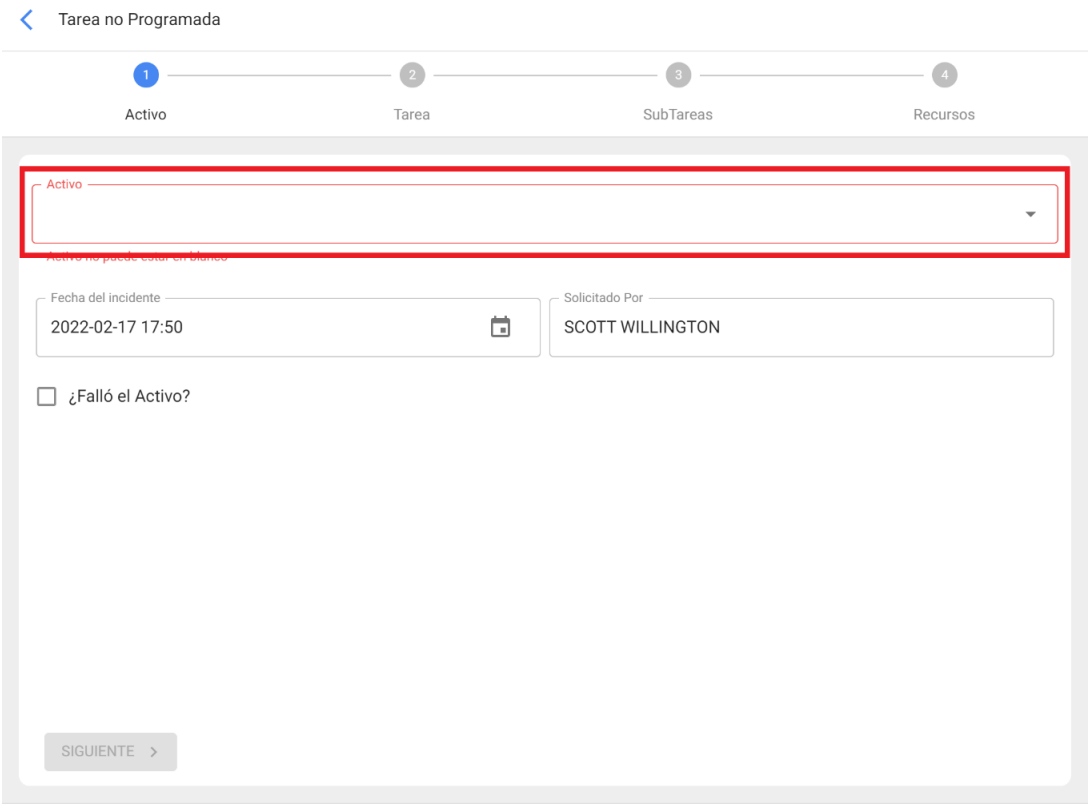
CARLOS TORRES	JAIRO TORRES	Alexander Sanchez
ACEPTADO POR	Validado Por	**REALIZADO POR**

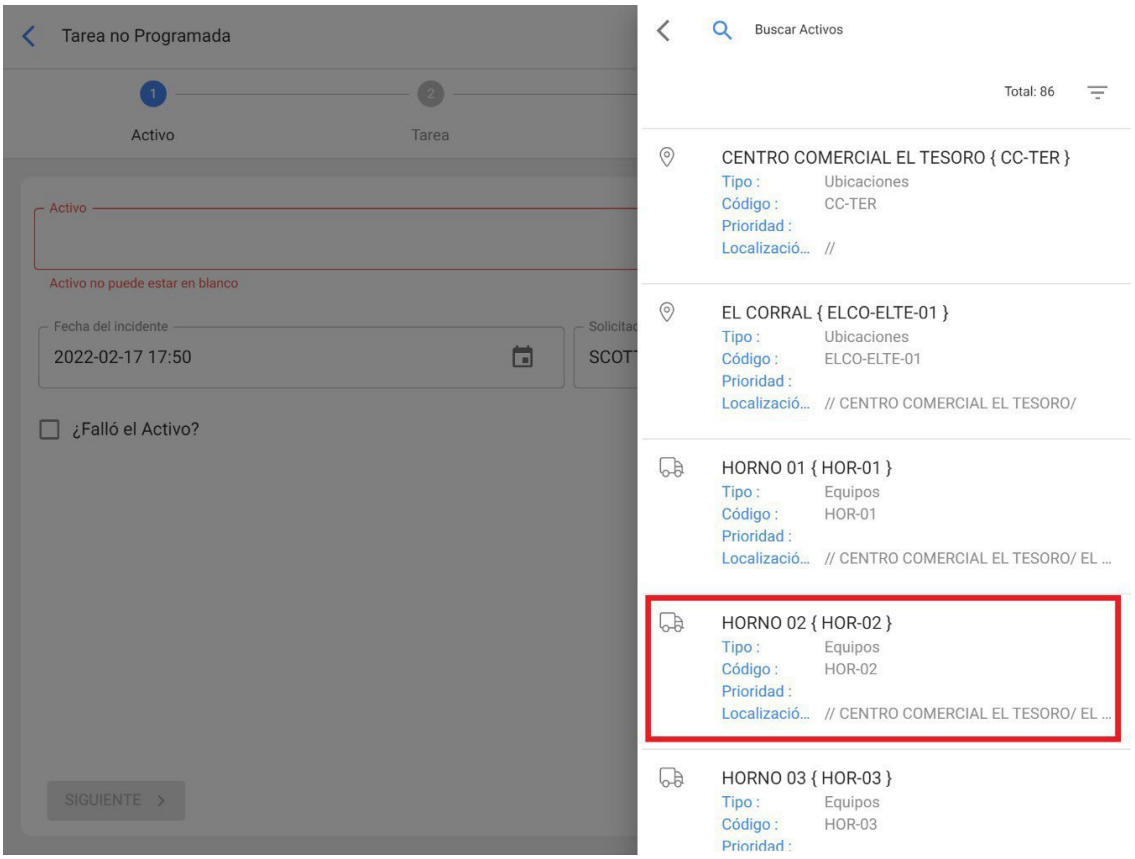
Realizado con www.fracttal.com Pág 1 - 1 Todos los derechos reservados

How to create a WO triggered by Event?

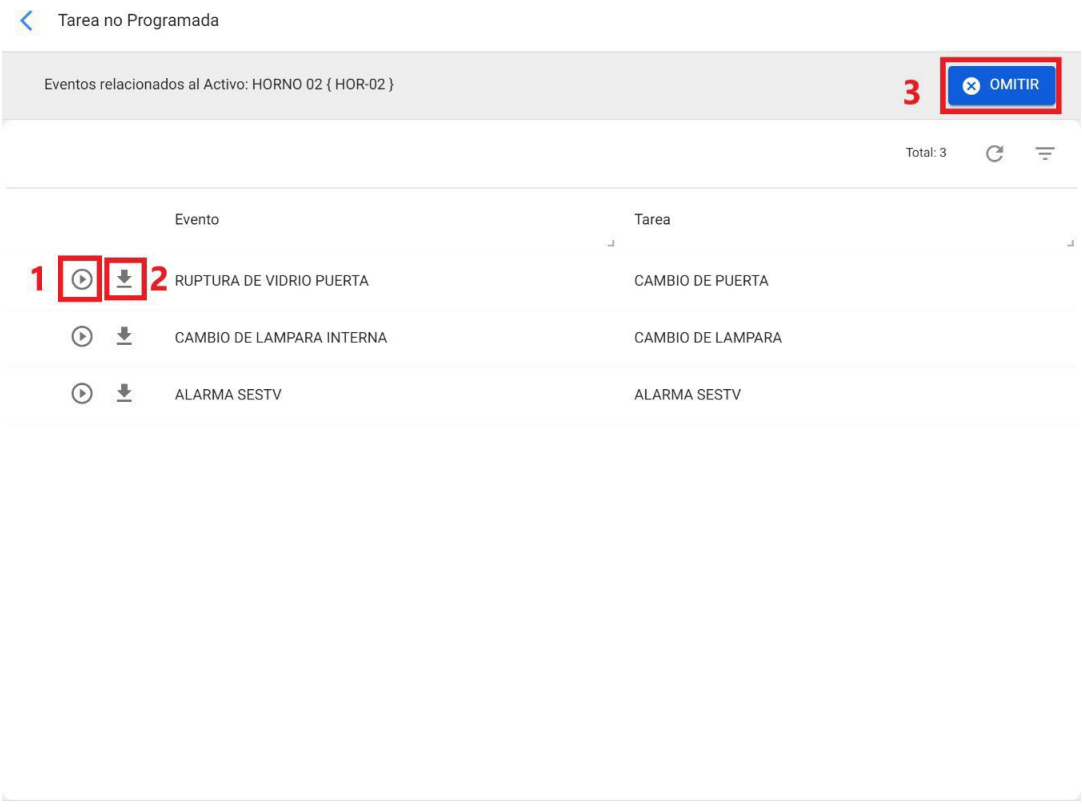
help.fracttal.com/en/articles/6008101-how-to-create-a-WO-trigger-by-event

Tasks with event type triggers are only executed as unplanned tasks and there are different ways to manage such an event. To do this, you must first generate an unplanned task (from any of the available options) and select an asset associated to a planned maintenance that has event-triggered tasks.





When doing so, the system will display a new window with all the event-triggered work management for that asset, in which case there are 3 ways of how to manage that event:



1. **Launch Event:** This option allows executing the task as if it were a planned maintenance task coming from a work management. When the event is triggered, the task will appear in the pending work management module (the scheduling date will be the same date as when the event was triggered).

2. **Bring selected task data:** This option allows to execute the task with all the details added to the plan (as if the event was triggered), but being an unplanned task. In addition, this option also allows you to edit the task details without affecting the associated maintenance plan.

3. **Skip:** This action allows you to generate an unplanned WO from scratch. That is, a WO can be recorded that has no relation to any of the events associated with that asset.

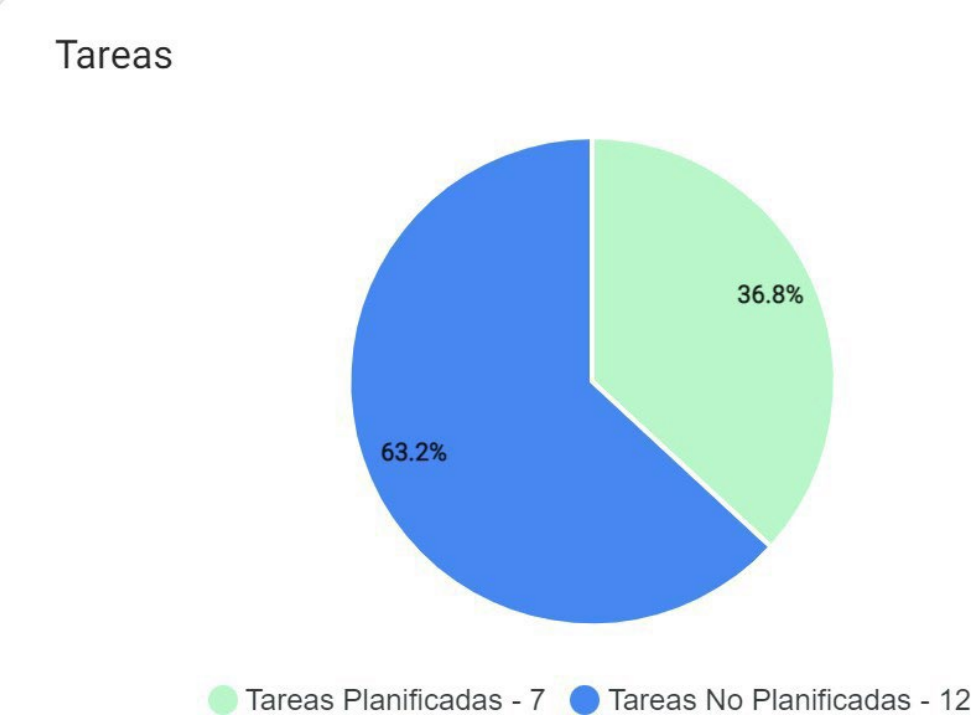
After defining how the event will be managed, just follow the usual procedure to generate the WO associated to the task in question and thus finalize the process.

Types of TOs : Fracttal One

help.fracttal.com/en/articles/6007995-types-of-ots

A work order can be of a Planned nature (coming from an already established work management plan) or Unplanned (coming from a work request or some activity not contemplated in a work management plan). Therefore, there are different ways to manage a work order.

- **Planned TOs**
- **Planned TOs**

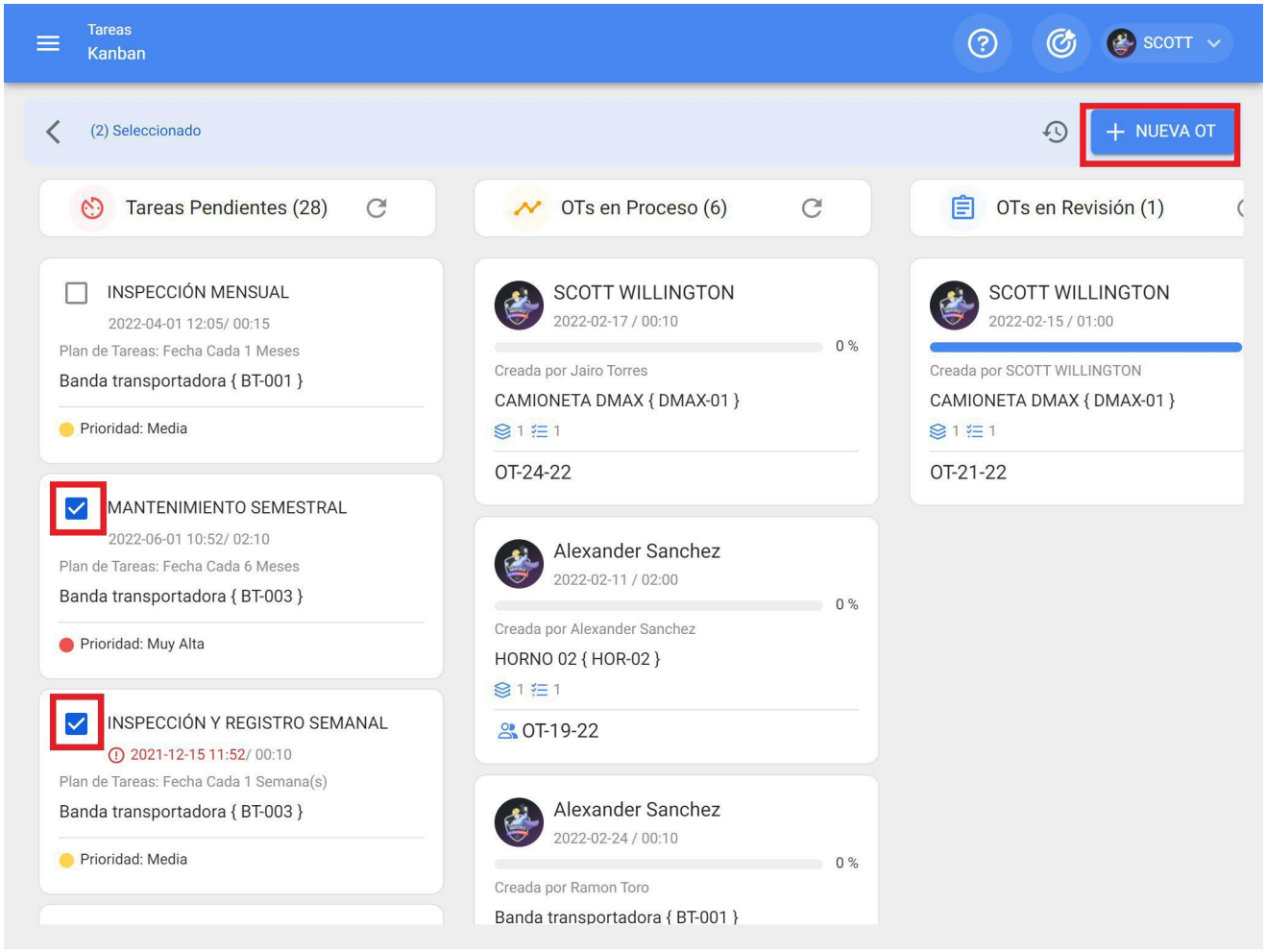


How to create a Planned WO (work order)?

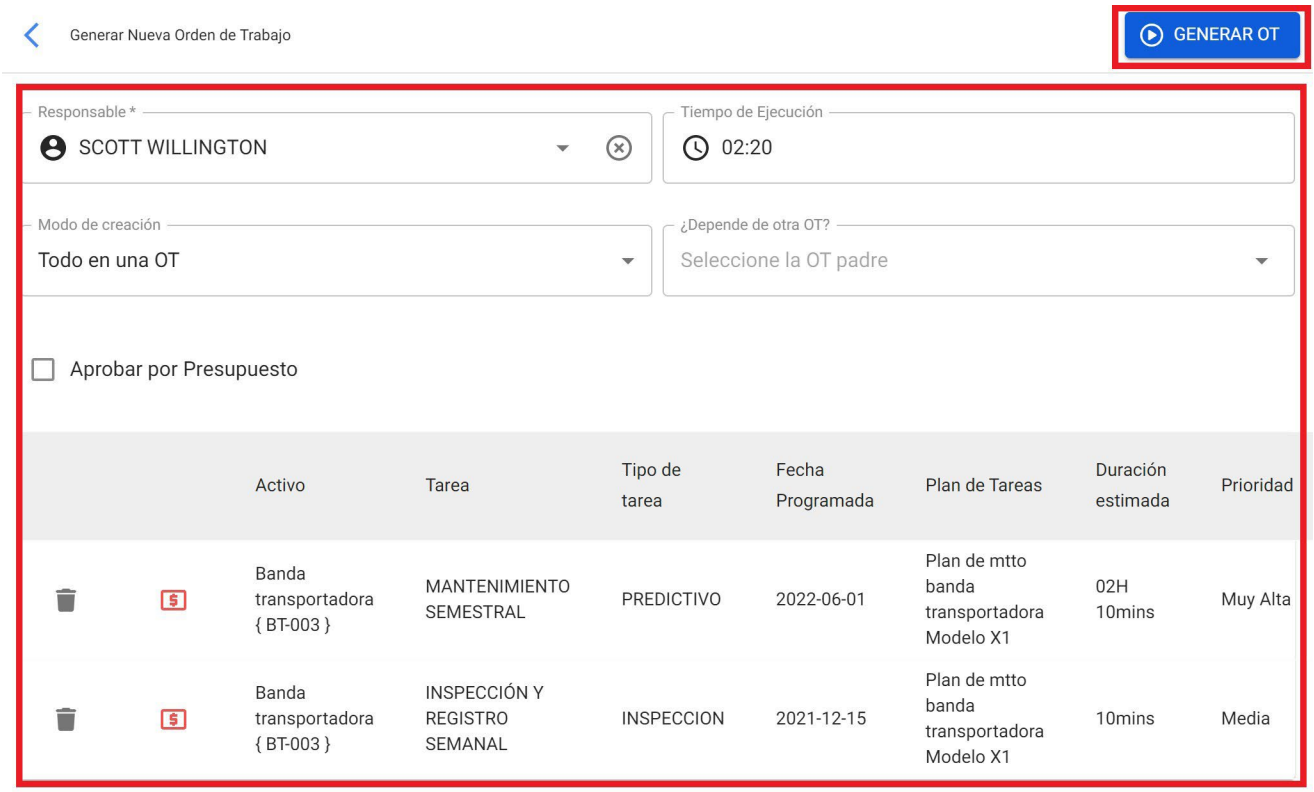
help.fracttal.com/en/articles/6007997-as-create-a-scheduled- **WO-work-order**

From the Kanban view

Once a planned maintenance plan has been established and linked to an asset, the tasks included in this plan will appear as "Pending Tasks" (depending on the type of trigger the tasks have), then enter the Kanban view and select the tasks to be included and executed as WO.



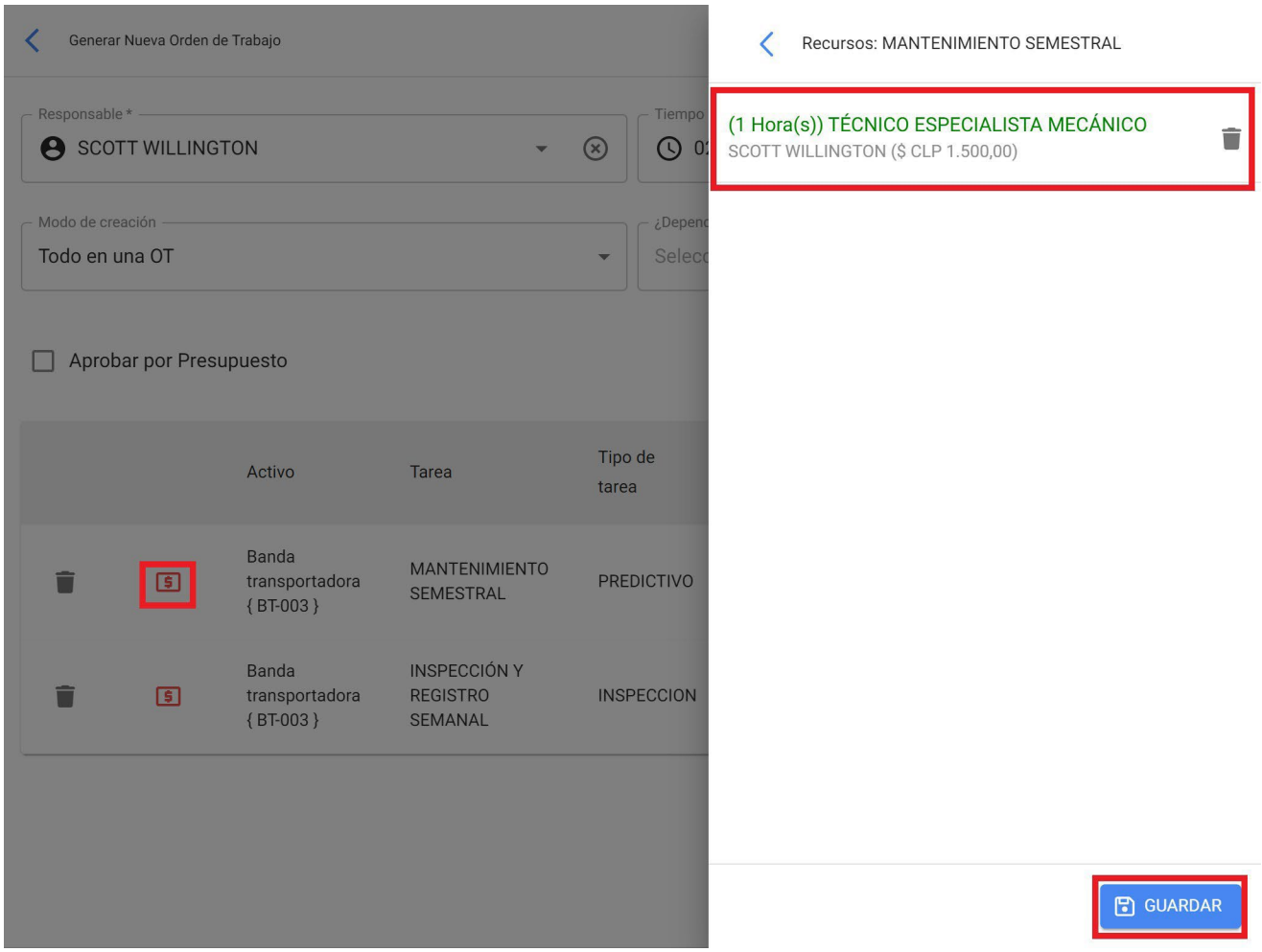
Then, by clicking on "New WO" the system will open a window where all the necessary fields for the generation of the WO must be configured.



These fields are described below:

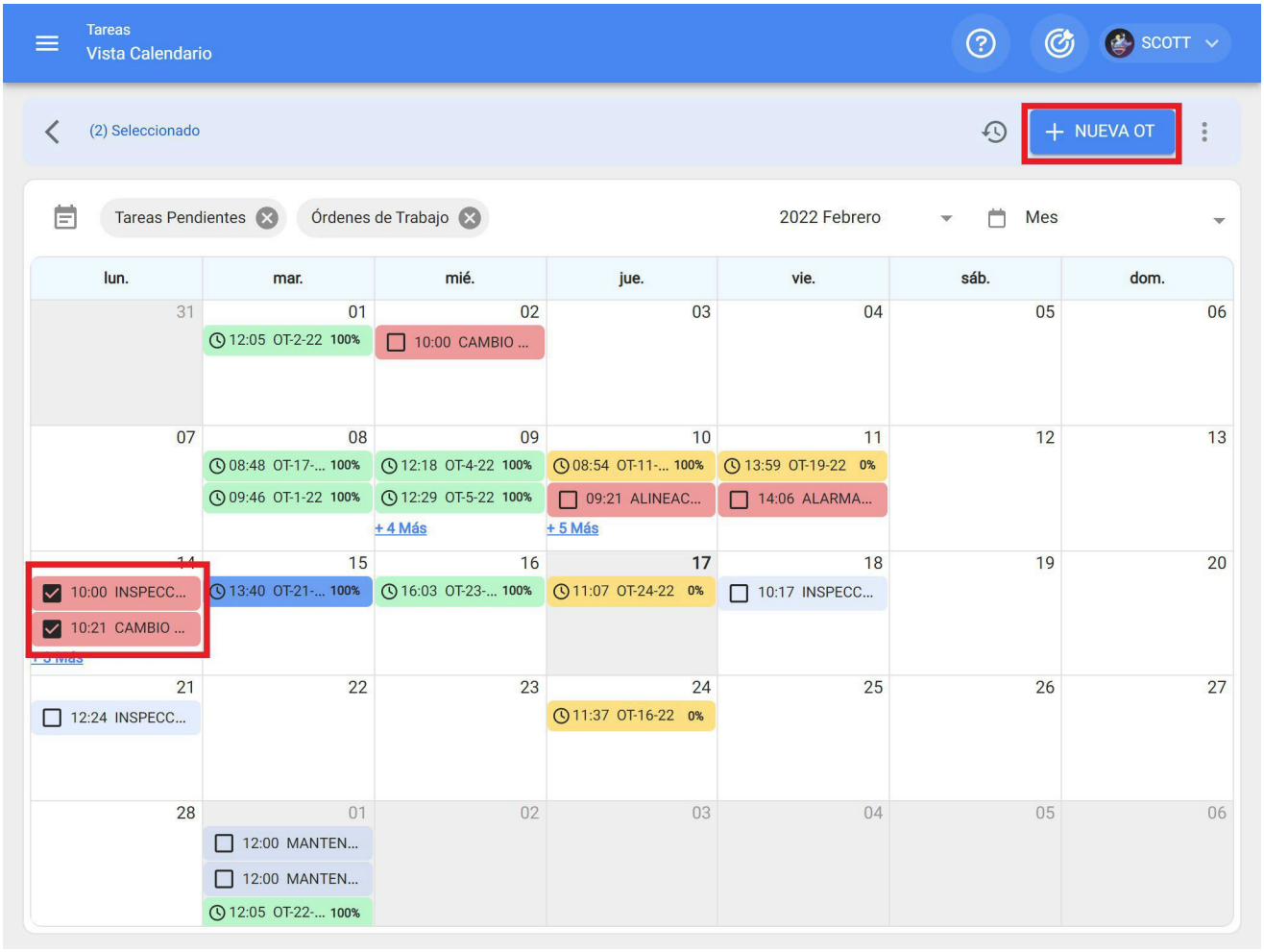
- **Type of person responsible:** Option that allows establishing the type of person responsible for the WO, which may be a Human Resource or a Third Party.
- **Responsible:** Person who will appear as responsible for the WO and his/her signature will appear on the printed WO.
- **Execution time:** Estimated duration it will take to perform the work management tasks contained in the WO (it is the sum of the times of each task).
- **Creation mode:** Option to set whether the selected work managements will all be included in a single WO, or whether a WO will be generated per asset or per work management.
- **If derived from another WO, select parent WO:** Option to identify whether the generation of this WO is a consequence of a previous WO.
- **Approved by budget:** Option that allows establishing as mandatory the creation and approval of a budget so that the WO can be edited.

Note: In case the work management requires resources, they can be added directly at the time of generating the WO:

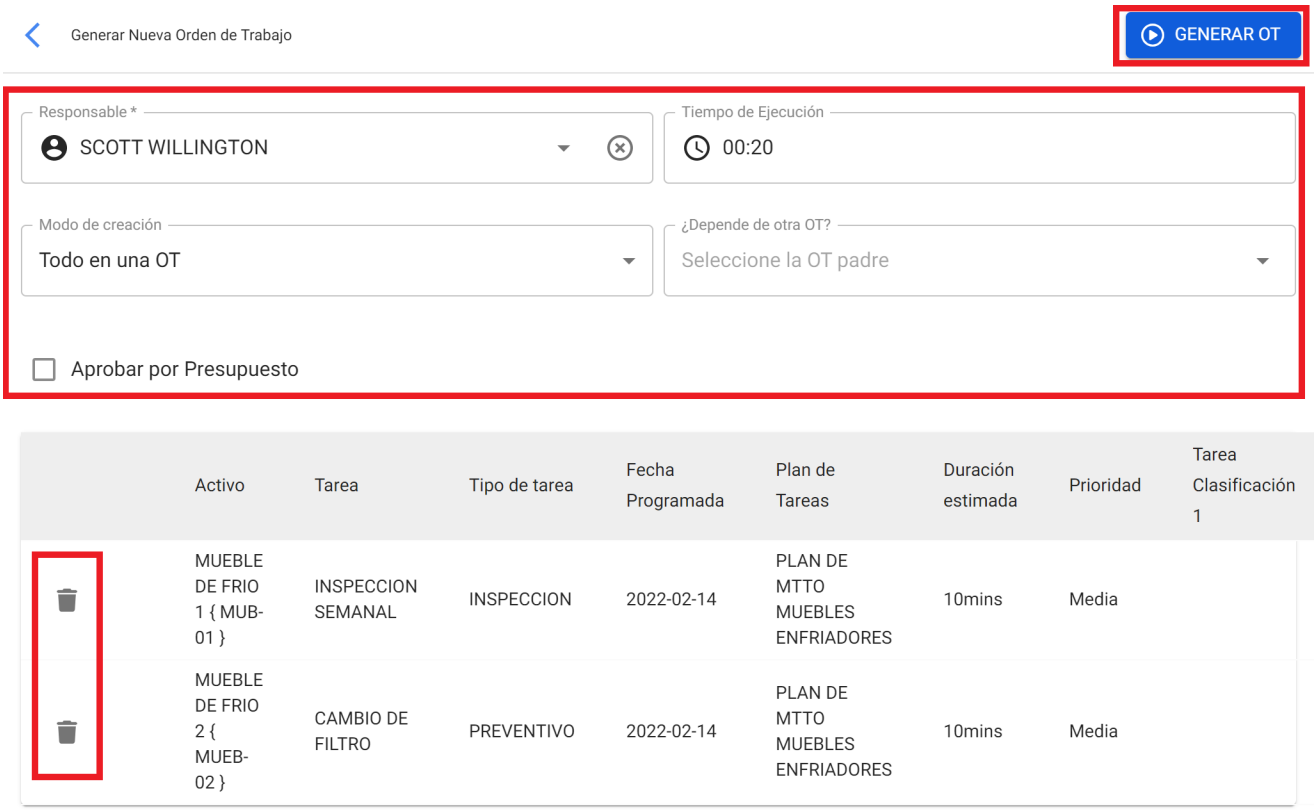


From the TimeLine view:

To generate a WO from the TimeLine view, click on the asset that has the pending task in question and then enable the editing bar at the top of the window.

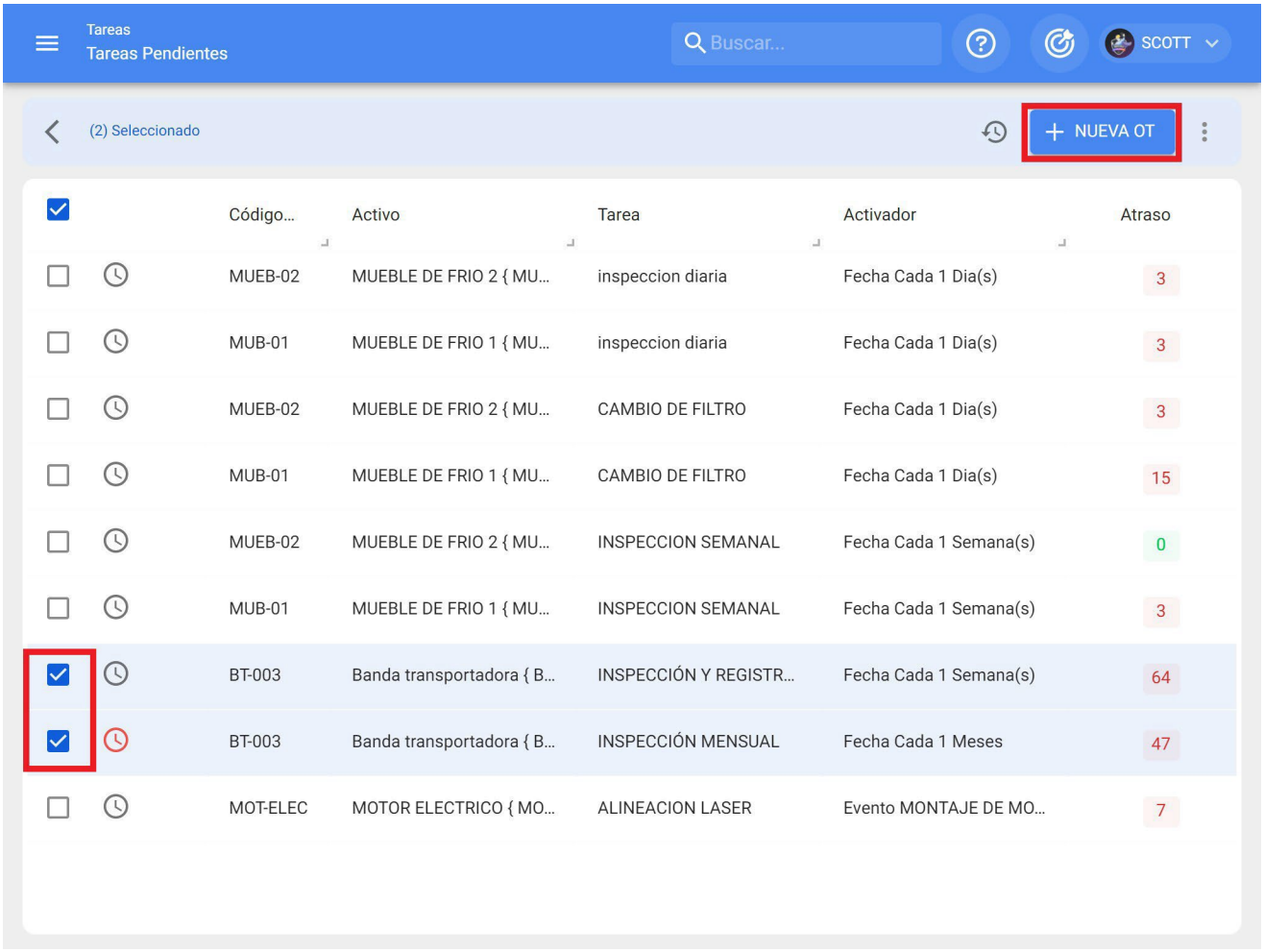


Once there, just click on the "New WO" option and the system will display the required options to execute the WO.



From List view:

Similarly, from the list view you can also execute the pending work management as WO's. To do so, go to the "List" tab and select the work management you wish to include and execute as WO's, and then click on "New WO".



Then, by clicking on it, the system will open a window where all the necessary fields for the generation of the WO must be configured.

Generar Nueva Orden de Trabajo

GENERAR OT

Responsable * SCOTT WILLINGTON

Tiempo de Ejecución 00:20

Modo de creación Todo en una OT

¿Depende de otra OT? Seleccione la OT padre

Aprobar por Presupuesto

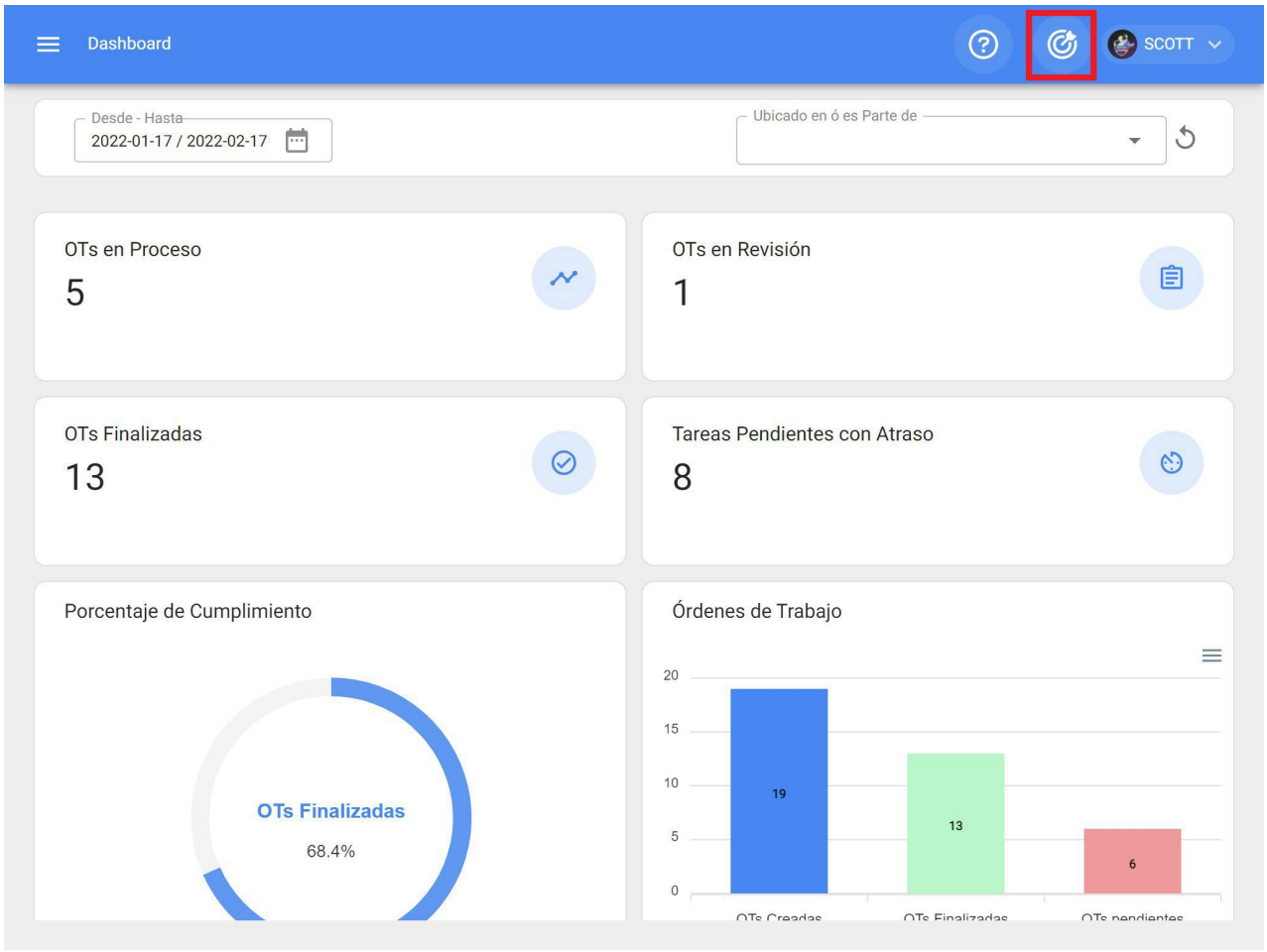
	Activo	Tarea	Tipo de tarea	Fecha Programada	Plan de Tareas	Duración estimada	Prioridad	Tarea Clasificación 1
	MUEBLE DE FRIO 1 { MUB-01 }	INSPECCION SEMANAL	INSPECCION	2022-02-14	PLAN DE MTTO MUEBLES ENFRIADORES	10mins	Media	
	MUEBLE DE FRIO 2 { MUEB-02 }	CAMBIO DE FILTRO	PREVENTIVO	2022-02-14	PLAN DE MTTO MUEBLES ENFRIADORES	10mins	Media	

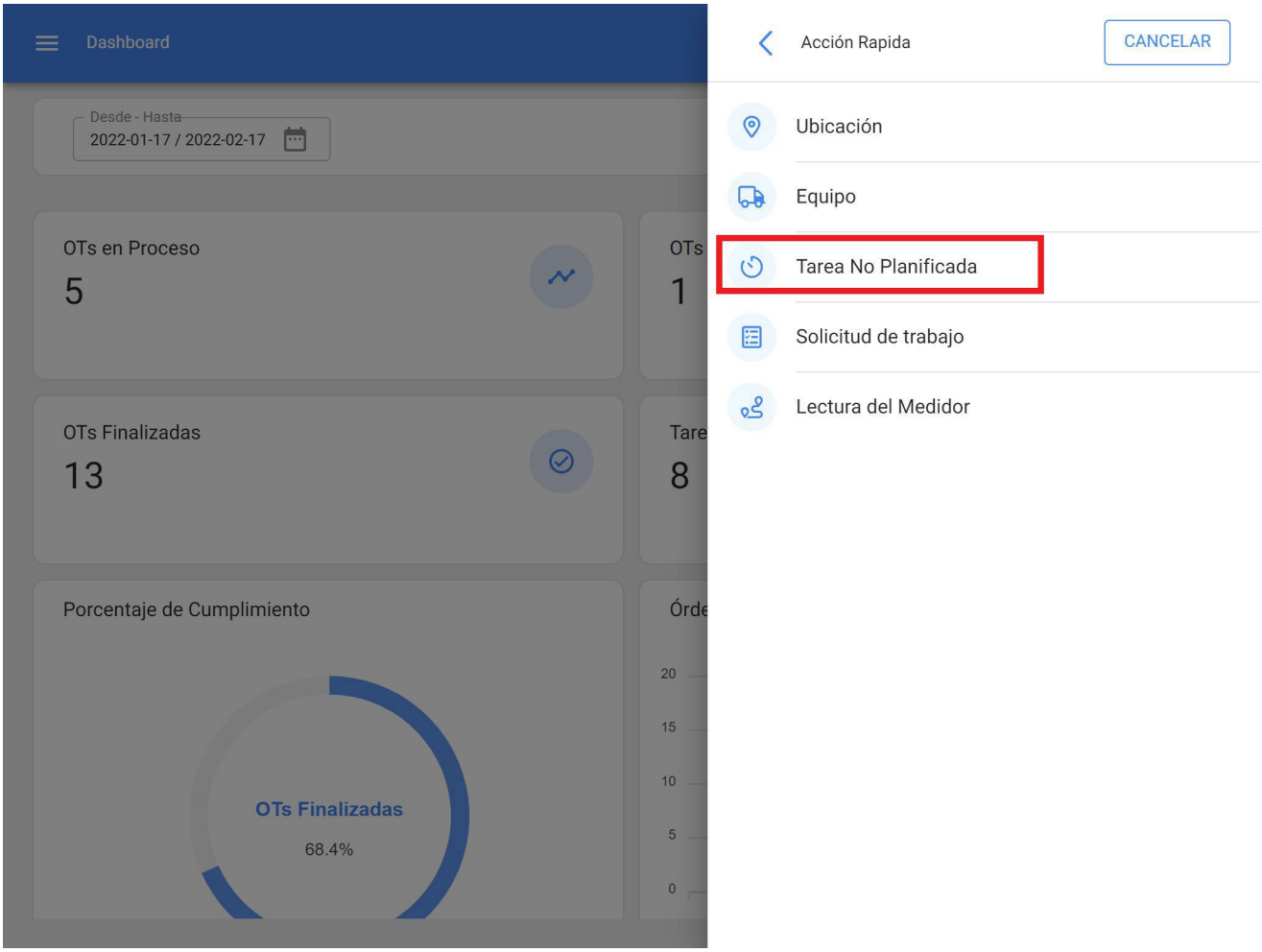
How to create unplanned TOs?

help.fracttal.com/en/articles/6008011-as-create-ots-not-planned

From Rapid Action:

The quick action is a button that you will always find available in the top bar of the platform. To do so, just click on this option and then on unplanned task.



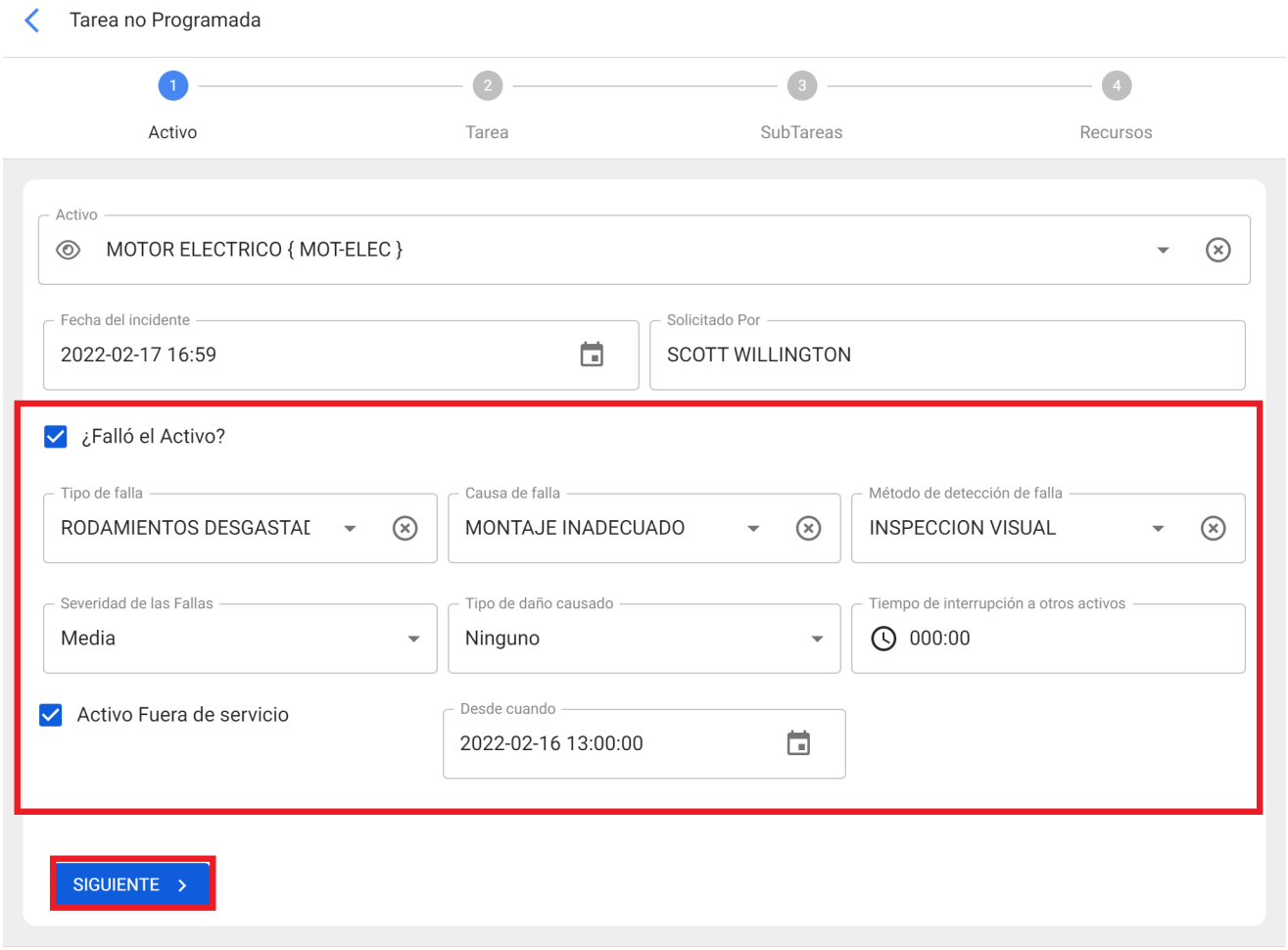


Clicking on it will open a new window, where all the information corresponding to the unplanned task must be filled in, which can be sent to pending task (to be scheduled later) or generated as a new work order.

To do this, they must establish 4 steps before managing the task:

- **Step 1 (Assets):** Information associated with the asset and status of the asset.
- **Step 2 (Task):** Information associated with the unplanned task.
- **Step 3 (Sub-Tasks):** List with the sub-tasks or check-list (step-by-step) that must be accomplished to successfully complete the work management.
- **Step 4 (Resources):** Resources to be used in the execution and accomplishment of the task.

Step 1:

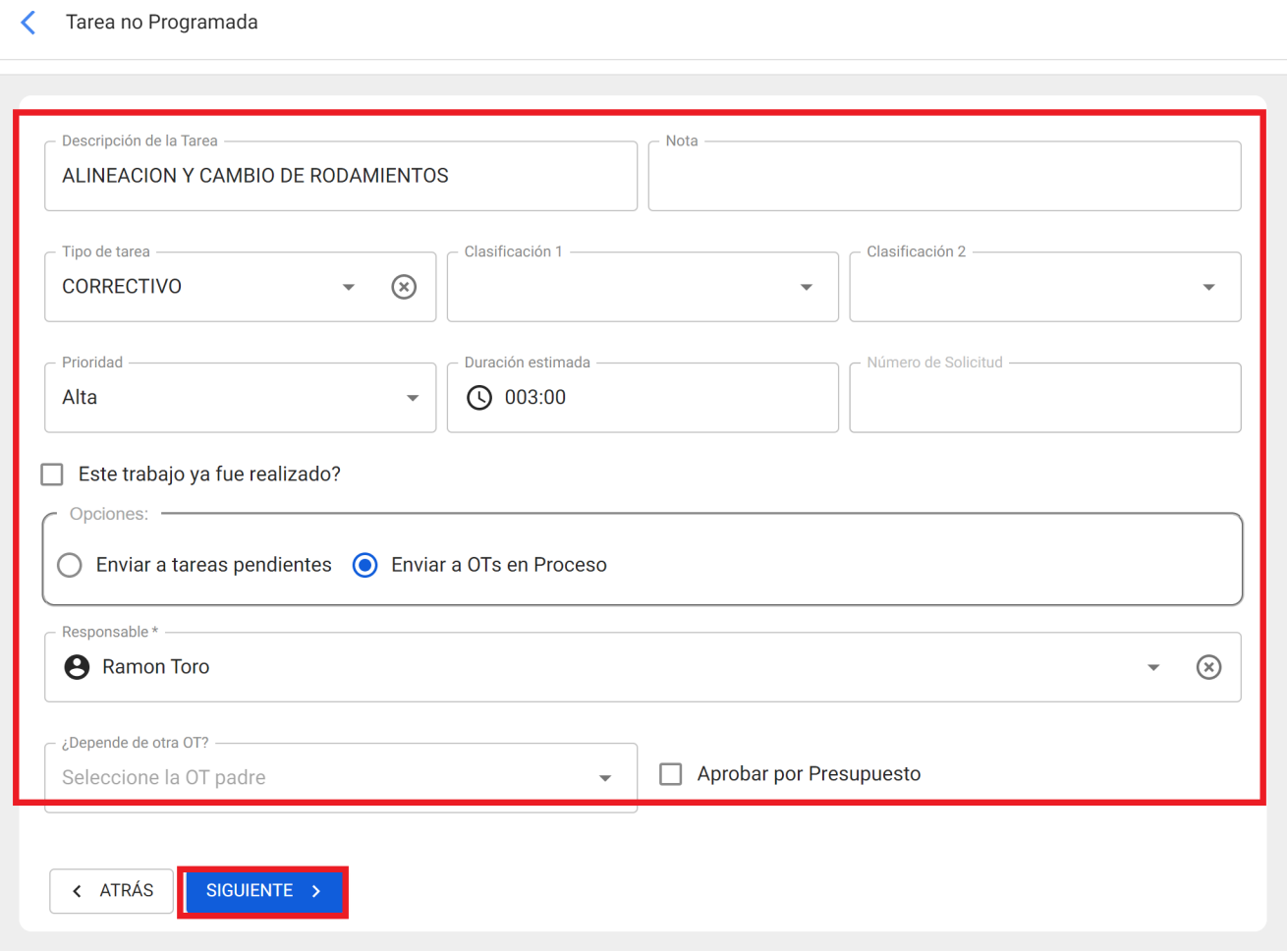


In this step, the following information must be completed:

- **Active:** Active associated with the unplanned task
- **Date of the incident:** Date on which the incident occurred.
- **Requested by:** Person reporting the unscheduled task (by default the owner of the account under which the task is being created).
- **Asset failure:** Option where you can indicate if the unplanned task involves the failure of the asset.
- **Type of failure:** Catalog with the types of faults associated with the assets.
- **Cause of failure:** Catalog with the causes that can lead to asset failures.
- **Fault detection method:** Catalog with the detection methods by which a fault can be identified.

- **Severity of the failure:** Listing of fault hierarchy options according to severity.
- **Type of damage caused:** List with default options to identify the type of damage caused by the asset failure.
- **Interruption time to other assets:** Time in which the failure directly affects other assets.
- **Active Out of Service:** State in which the equipment is stopped due to a functional failure. This field is of utmost importance, since when it is triggered, the date and time since the equipment was stopped must be entered (this time is the one used for one of the availability indicators in the Business Intelligence module).

Step 2:



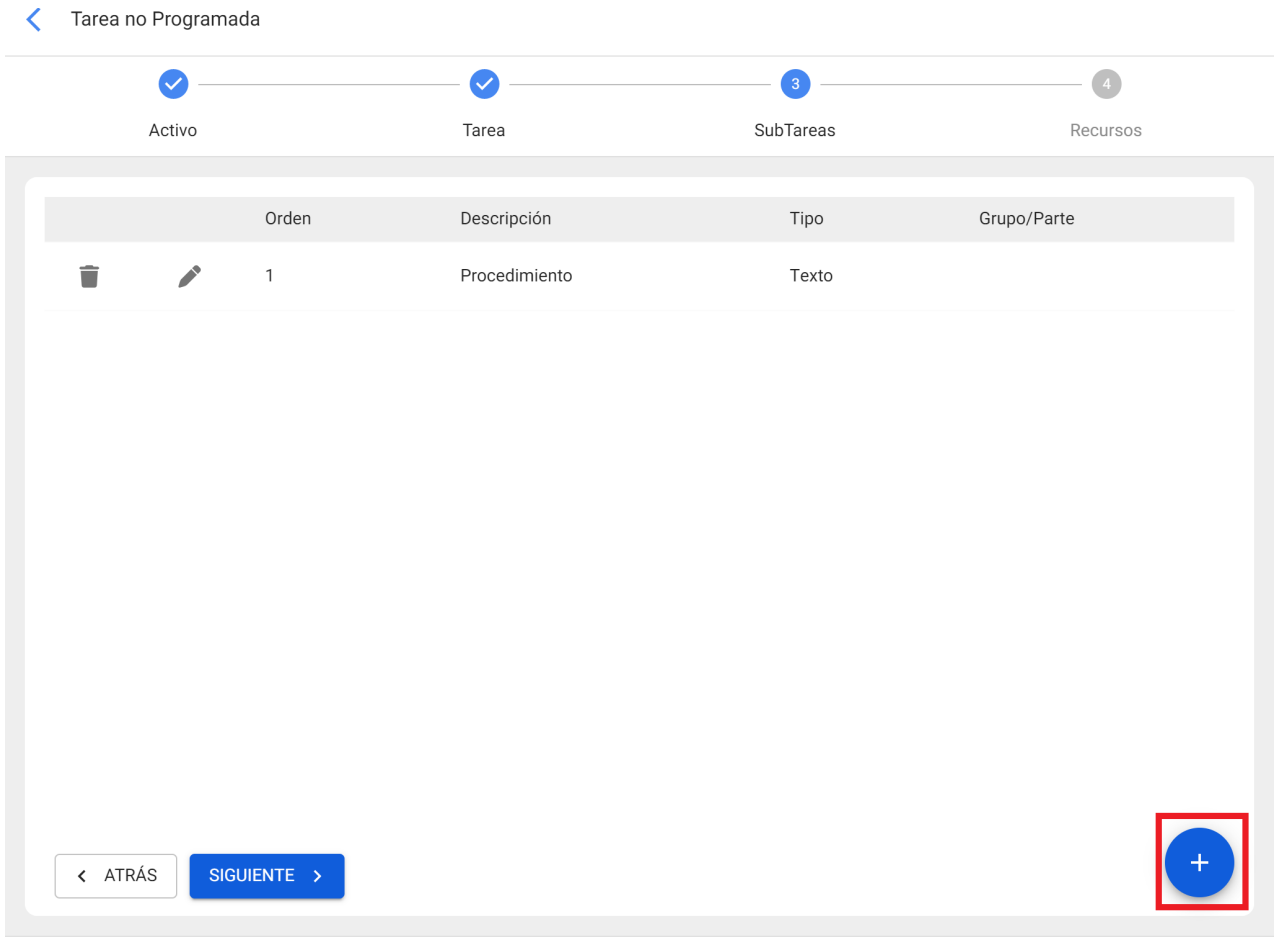
In this step, the following information must be completed:

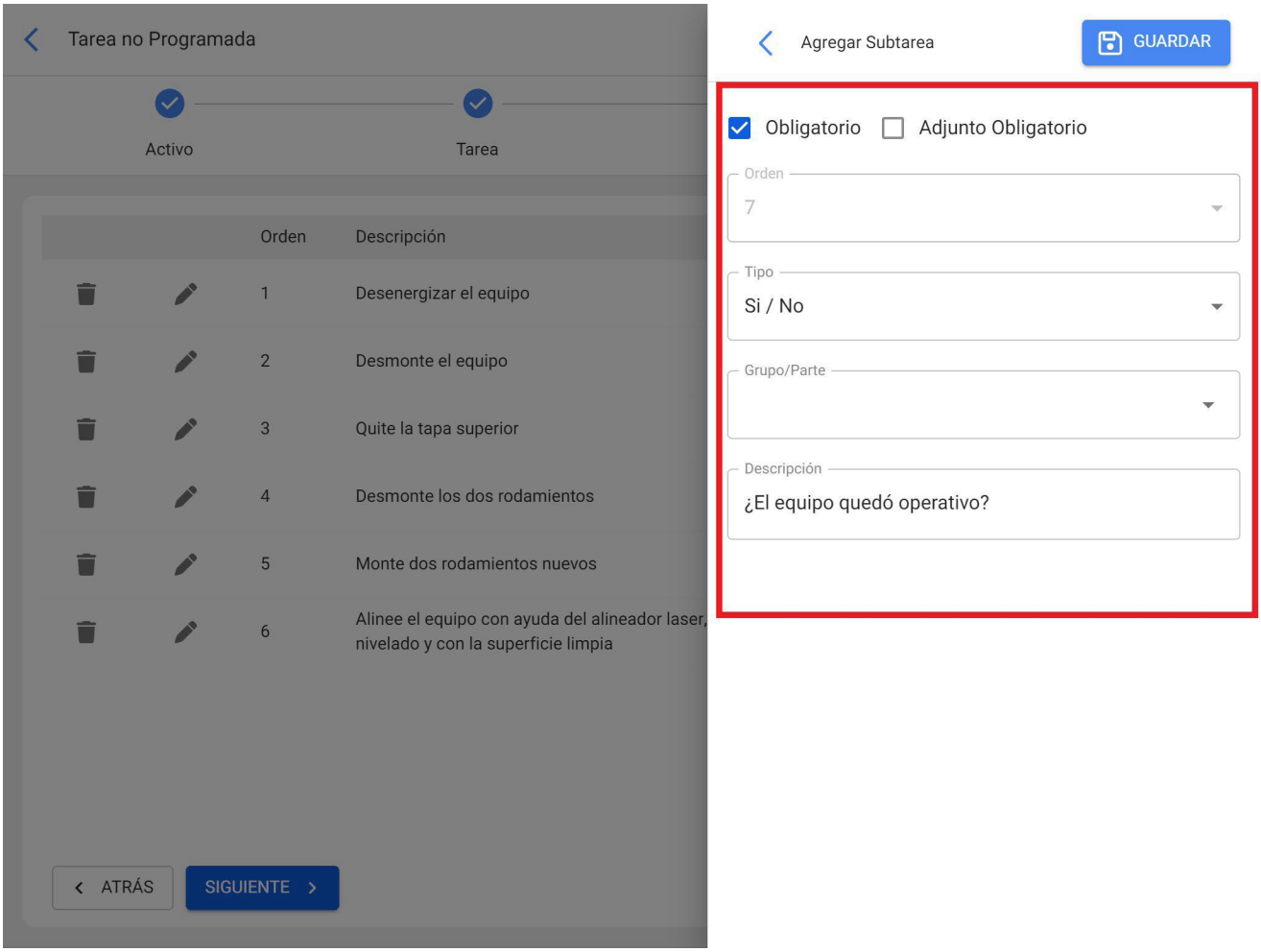
- **Task Description:** Short detail specifying the task in question.

- **Note**: Free field where you can add some details of the task.
- **Task Type:** Catalog with all the work management types registered in the system.
- **Classification 1 and 2:** Corresponds to free fields left by the platform to complete and give an additional classification to the task.
- **Priority:** List where the task is classified according to its priority.
- **Estimated Duration:** Theoretical time duration it would take to perform the task (actual time is recorded directly in the WO).
- **Request Number:** Identification correlative of the request that generates the unplanned task.
- **This job has already been done**: Option that allows to identify in the system if the task has already been executed or not.
- **Options:** Options available to manage the unplanned task through a WO (add the person responsible for the WO) or Task pending (add the date on which the task will be scheduled).

Step 3:

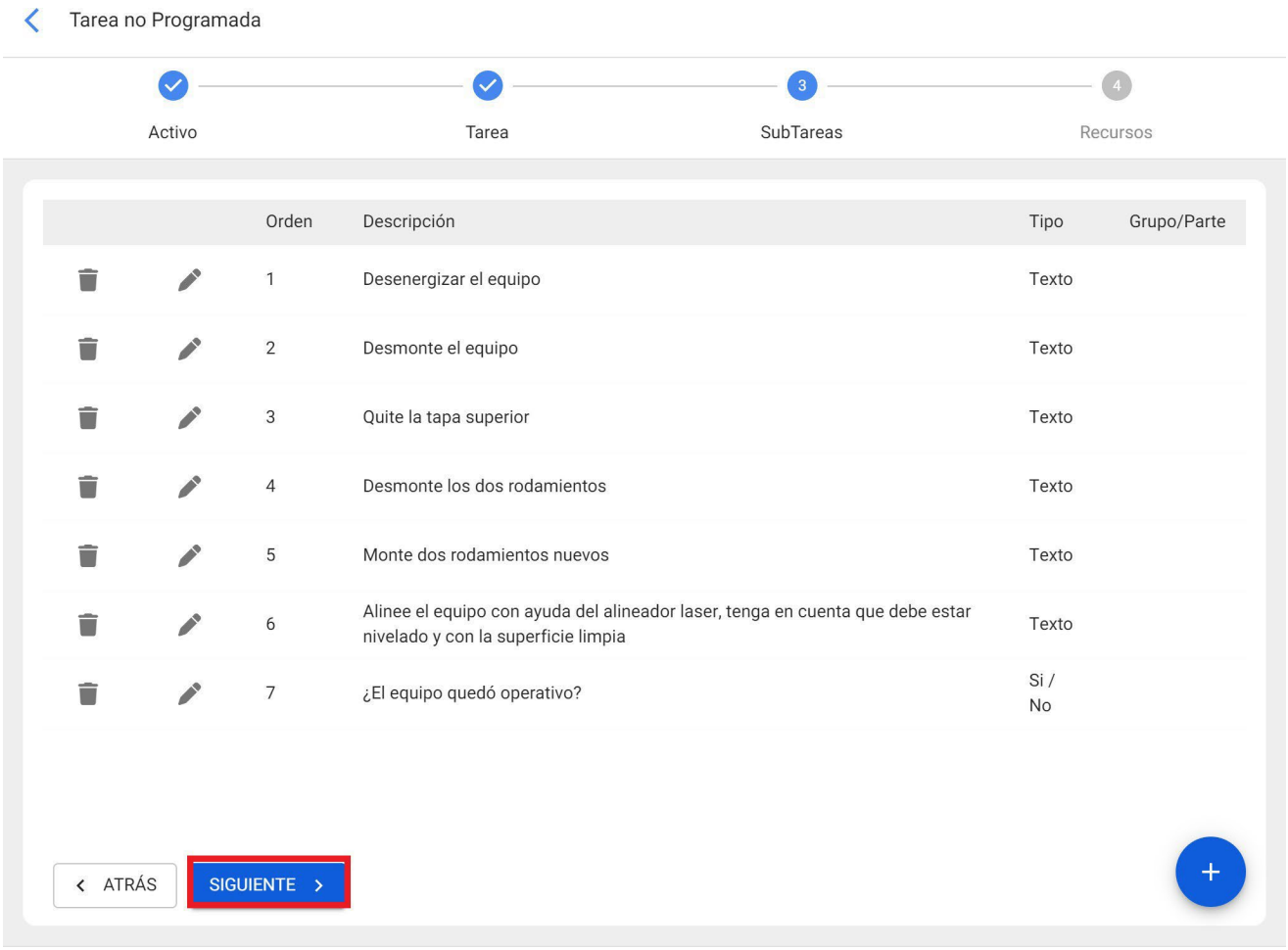
In this step, the associated subtasks must be added, to do so, click on the add symbol at the bottom right of the platform and then add the subtasks as appropriate.


Tarea no Programada
Activo
Tarea
3
SubTareas
4
Recursos
Orden
Descripción
Tipo
Grupo/Parte
1
Procedimiento
Texto
ATRÁS
SIGUIENTE



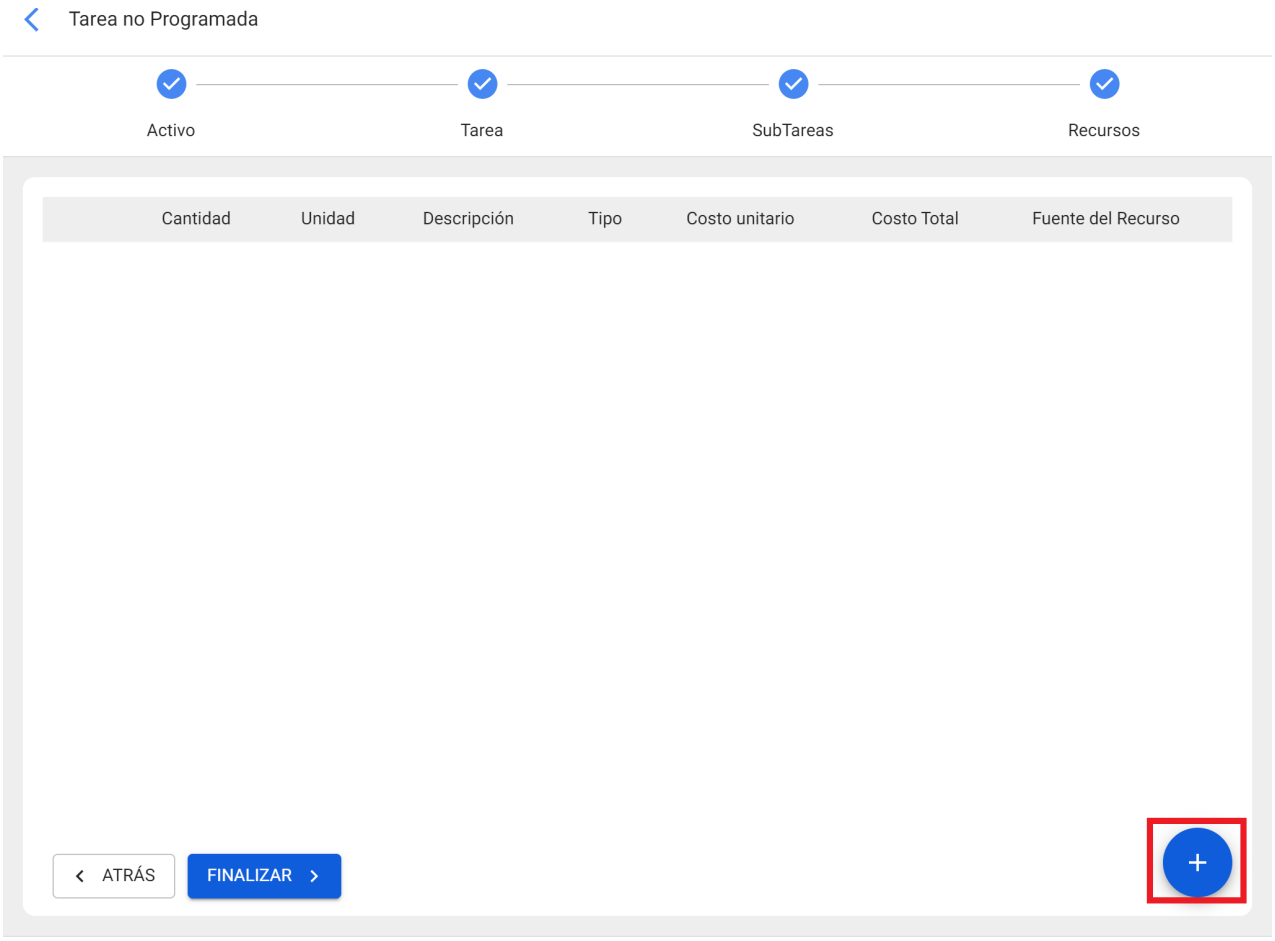
There are 6 types of subtasks:

- **Text:** Corresponds to subtasks that will be completed in a text type field.
- **Yes/No:** Corresponds to subtasks that will have a predefined answer with the options of Yes, No and N/A.
- **Number:** Corresponds to subtasks that will be completed with numeric characters.
- **Checks:** Corresponds to subtasks that will have a predefined response with the options of Passed, Alert, Failure.
- **GPS Location:** Corresponds to the subtasks in which the geolocation of the device used at the time of completing the subtask will be taken in order to establish the time, date and geolocation instantly.
- **List:** Corresponds to subtasks where several options are shown and only one of them can be selected.



Step 4:

In this last step you can add the resources associated to the unplanned task, where you can add: Inventories, Human Resources, Services, Inventories (Unlisted), Services (Unlisted).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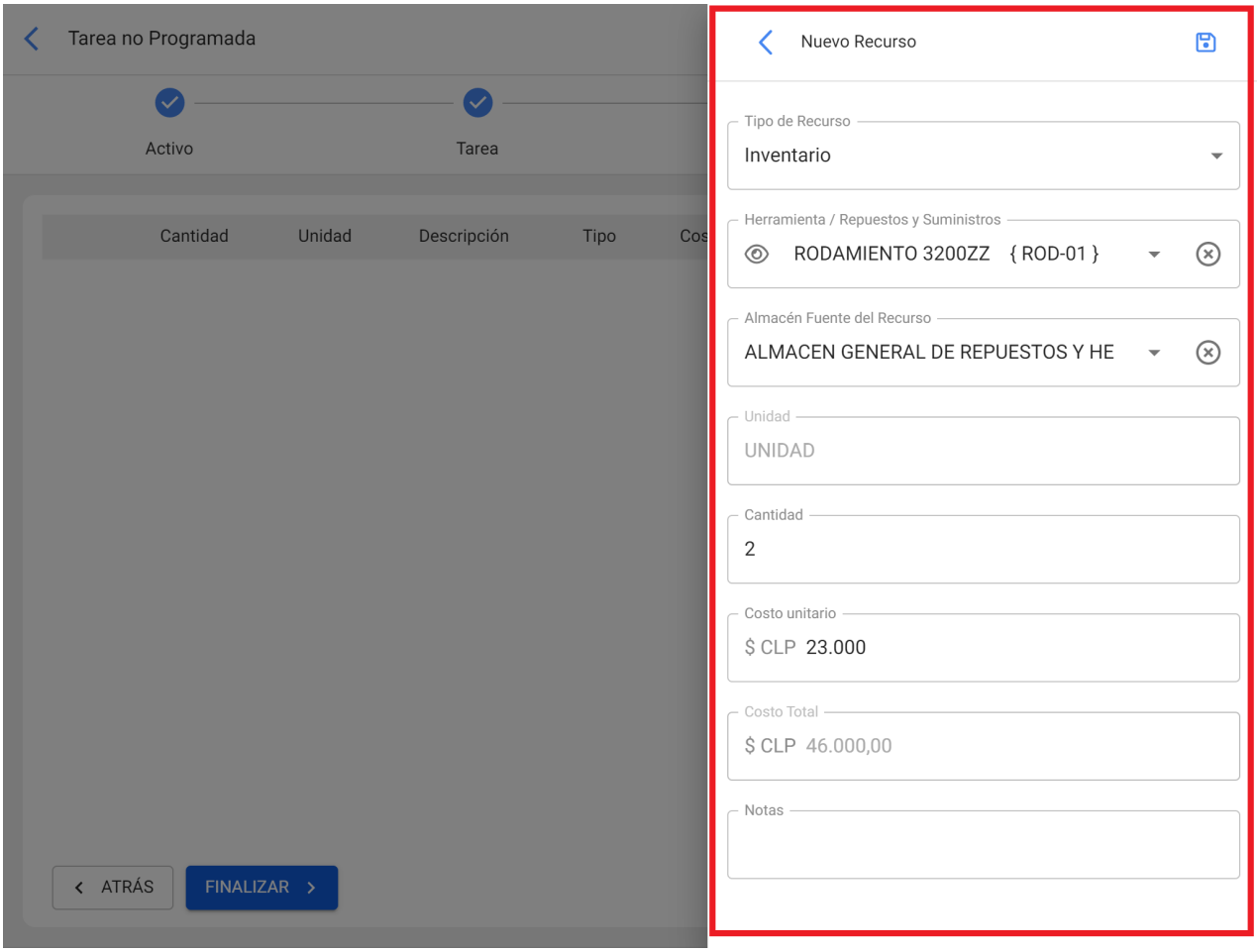
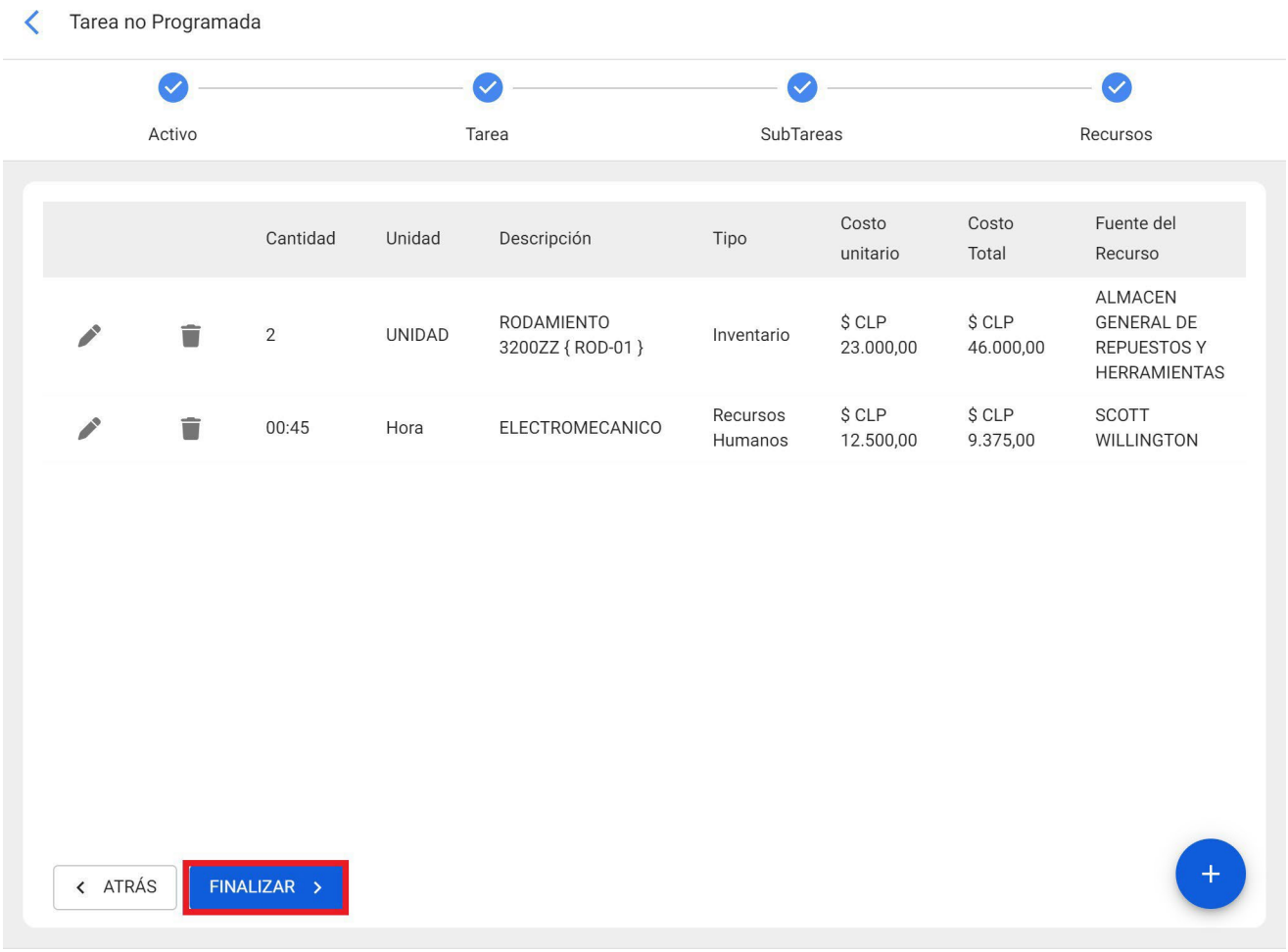
SubTareas
Recursos
Cantidad
Unidad
Descripción
Tipo
Costo unitario
Costo Total
Fuente del Recurso
ATRÁS
FINALIZAR

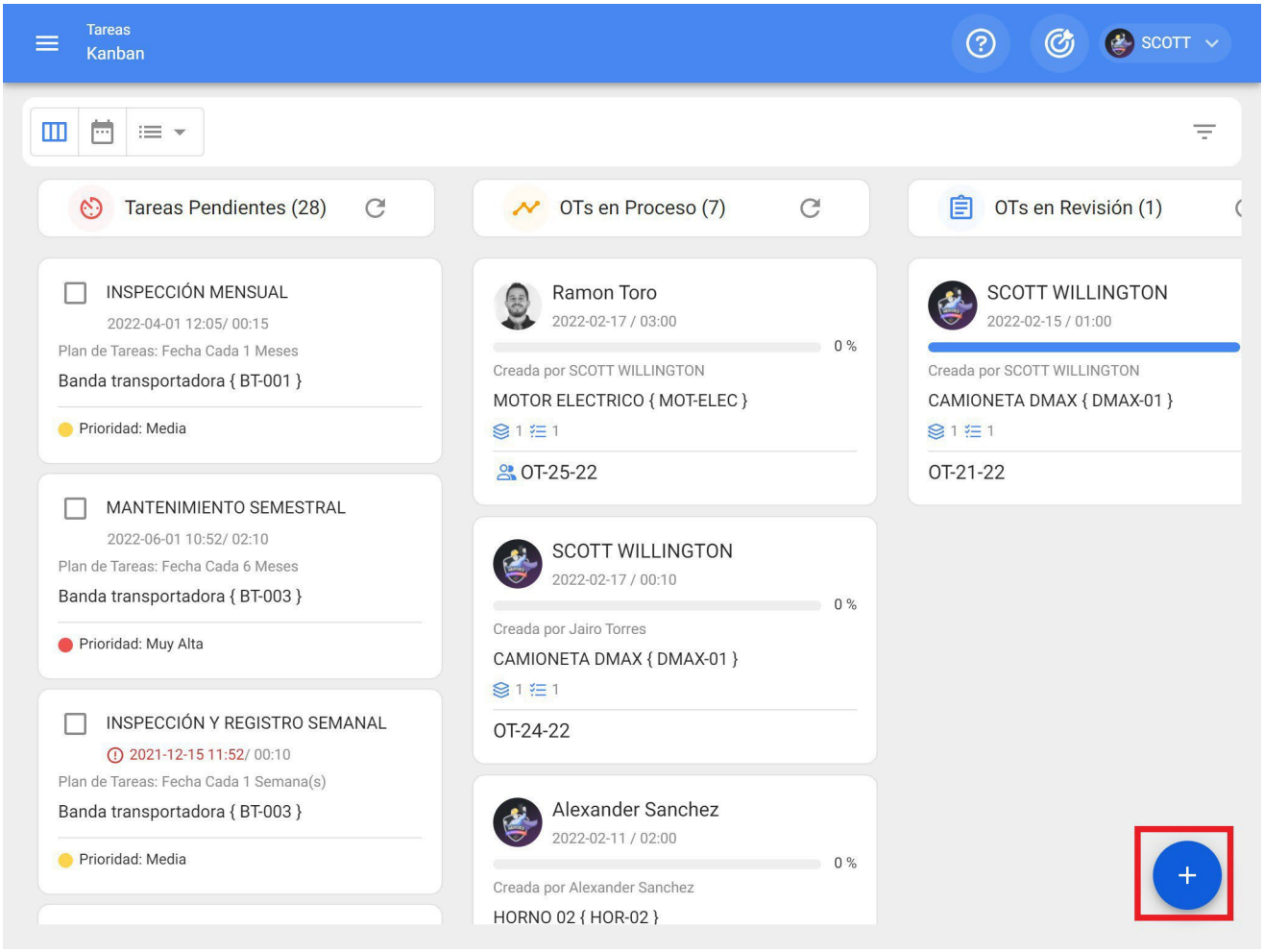

Tarea no Programada
Activo
Tarea
Cantidad
Unidad
Descripción
Tipo
ATRÁS
FINALIZAR
Nuevo Recurso
Tipo de Recurso
Inventario
Herramienta / Repuestos y Suministros
RODAMIENTO 3200ZZ { ROD-01 }
Almacén Fuente del Recurso
ALMACEN GENERAL DE REPUESTOS Y HE
Unidad
UNIDAD
Cantidad
2
Costo unitario
$ CLP 23.000
Costo Total
$ CLP 46.000,00
Notas



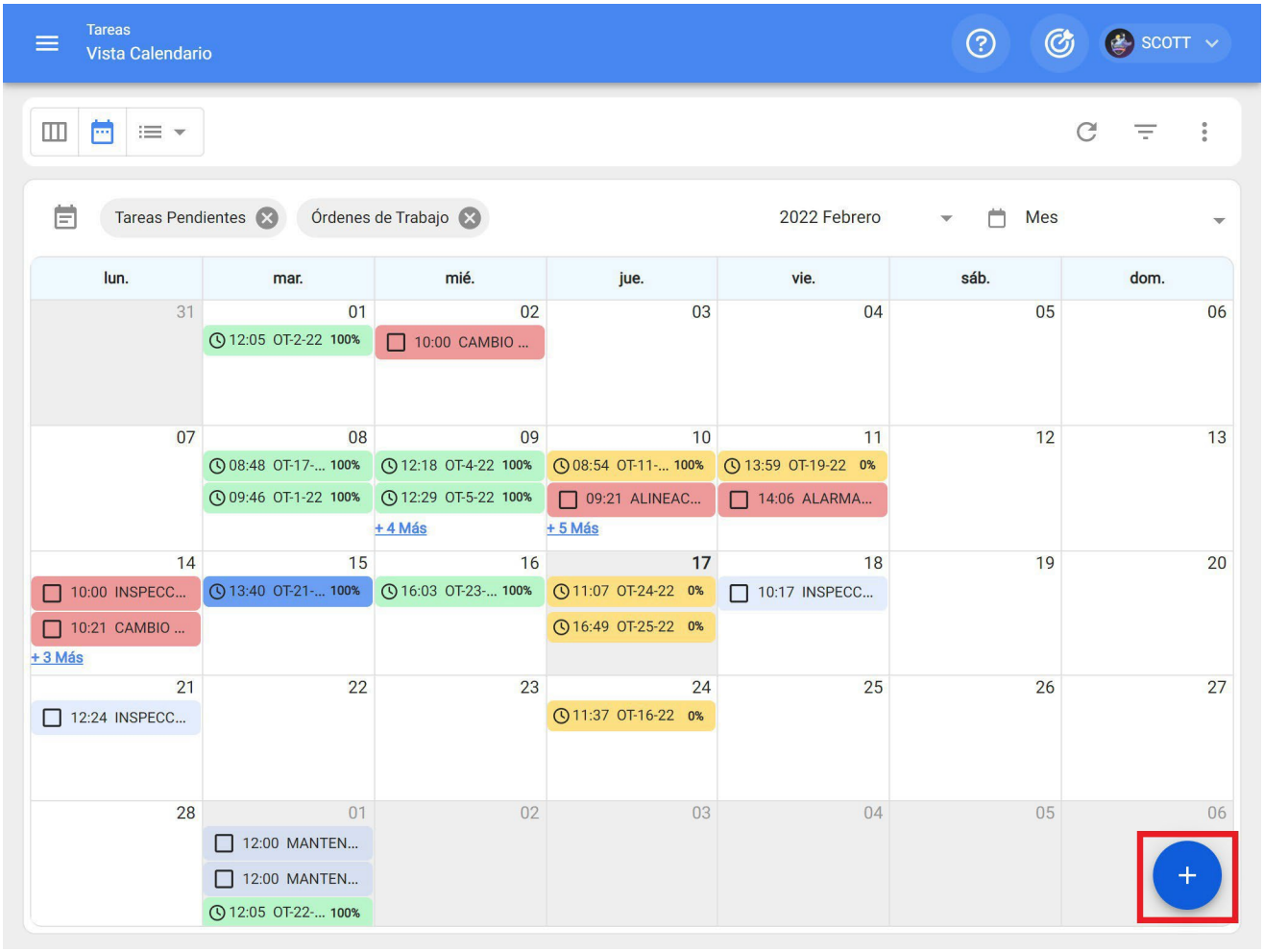
Then click on finish to generate the work order or the pending task associated with the unplanned task.

From the TOs module:

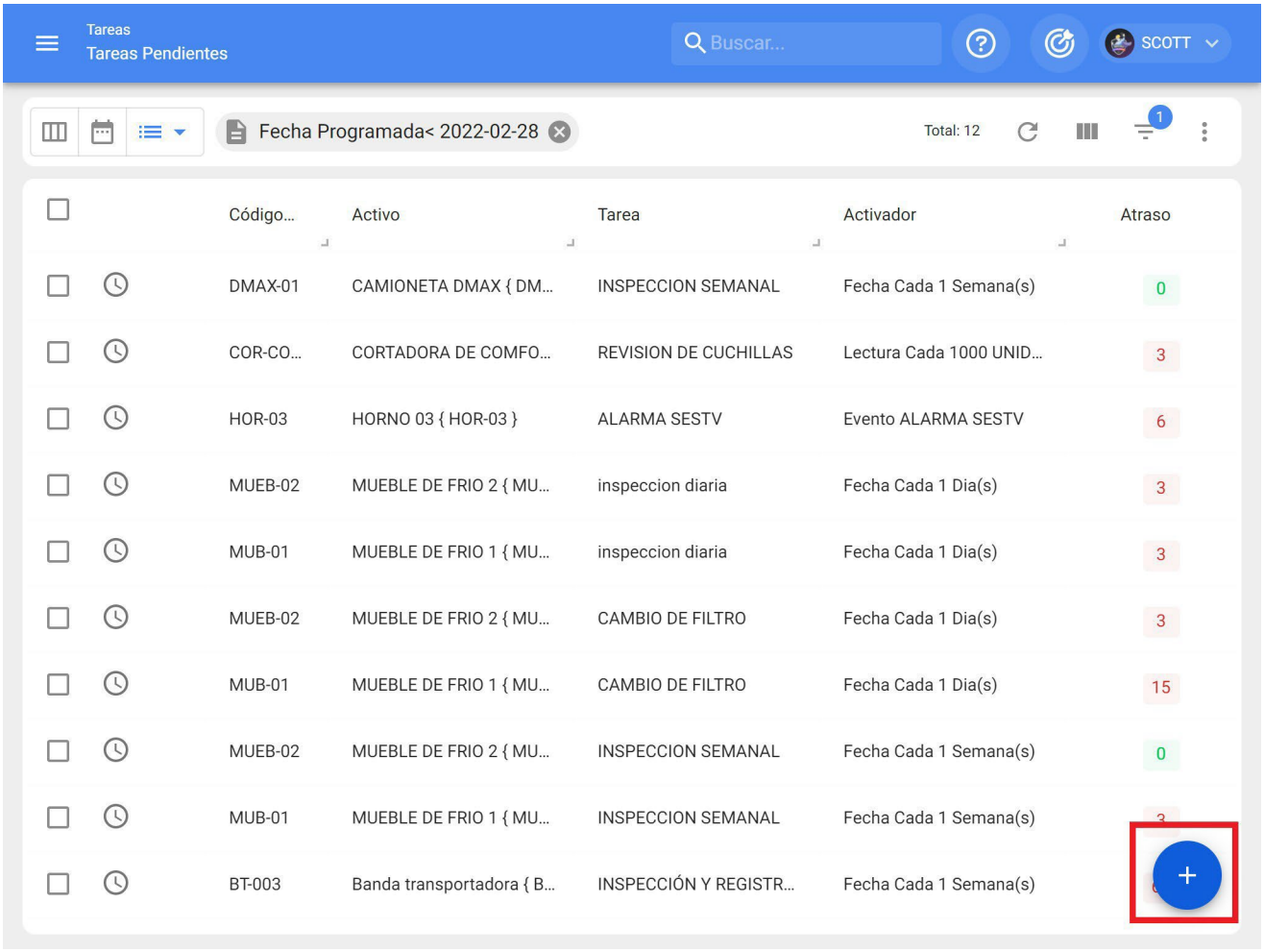
To add an Unplanned Task from the TOs module, you can enter any of the views (Kanban, Timeline and List) that you will find in that module and click on the add option that you will find available all the time at the bottom right of the window.


Tareas
Kanban
SCOTT
Tareas Pendientes (28)
OTs en Proceso (7)
OTs en Revisión (1)
INSPECCIÓN MENSUAL
2022-04-01 12:05/ 00:15
Plan de Tareas: Fecha Cada 1 Meses
Banda transportadora { BT-001 }
Prioridad: Media
MANTENIMIENTO SEMESTRAL
2022-06-01 10:52/ 02:10
Plan de Tareas: Fecha Cada 6 Meses
Banda transportadora { BT-003 }
Prioridad: Muy Alta
INSPECCIÓN Y REGISTRO SEMANAL
2021-12-15 11:52/ 00:10
Plan de Tareas: Fecha Cada 1 Semana(s)
Banda transportadora { BT-003 }
Prioridad: Media
Ramon Toro
2022-02-17 / 03:00
0 %
Creada por SCOTT WILLINGTON
MOTOR ELECTRICO { MOT-ELEC }
OT-25-22
SCOTT WILLINGTON
2022-02-17 / 00:10
0 %
Creada por Jairo Torres
CAMIONETA DMAX { DMAX-01 }
OT-24-22
Alexander Sanchez
2022-02-11 / 02:00
0 %
Creada por Alexander Sanchez
HORNO 02 { HOR-02 }
SCOTT WILLINGTON
2022-02-15 / 01:00
Creada por SCOTT WILLINGTON
CAMIONETA DMAX { DMAX-01 }
OT-21-22

Kanban View

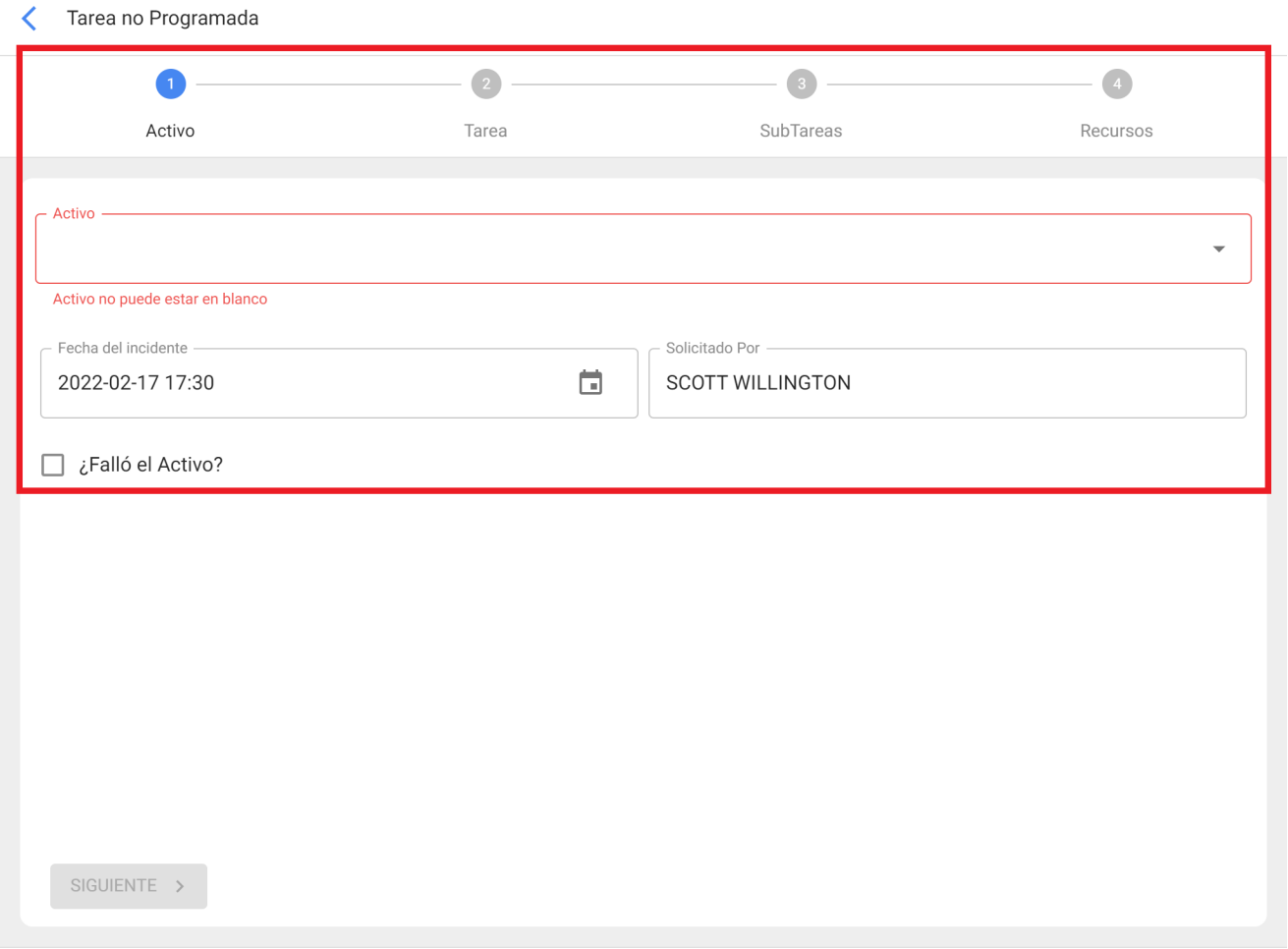


Timeline View



List View

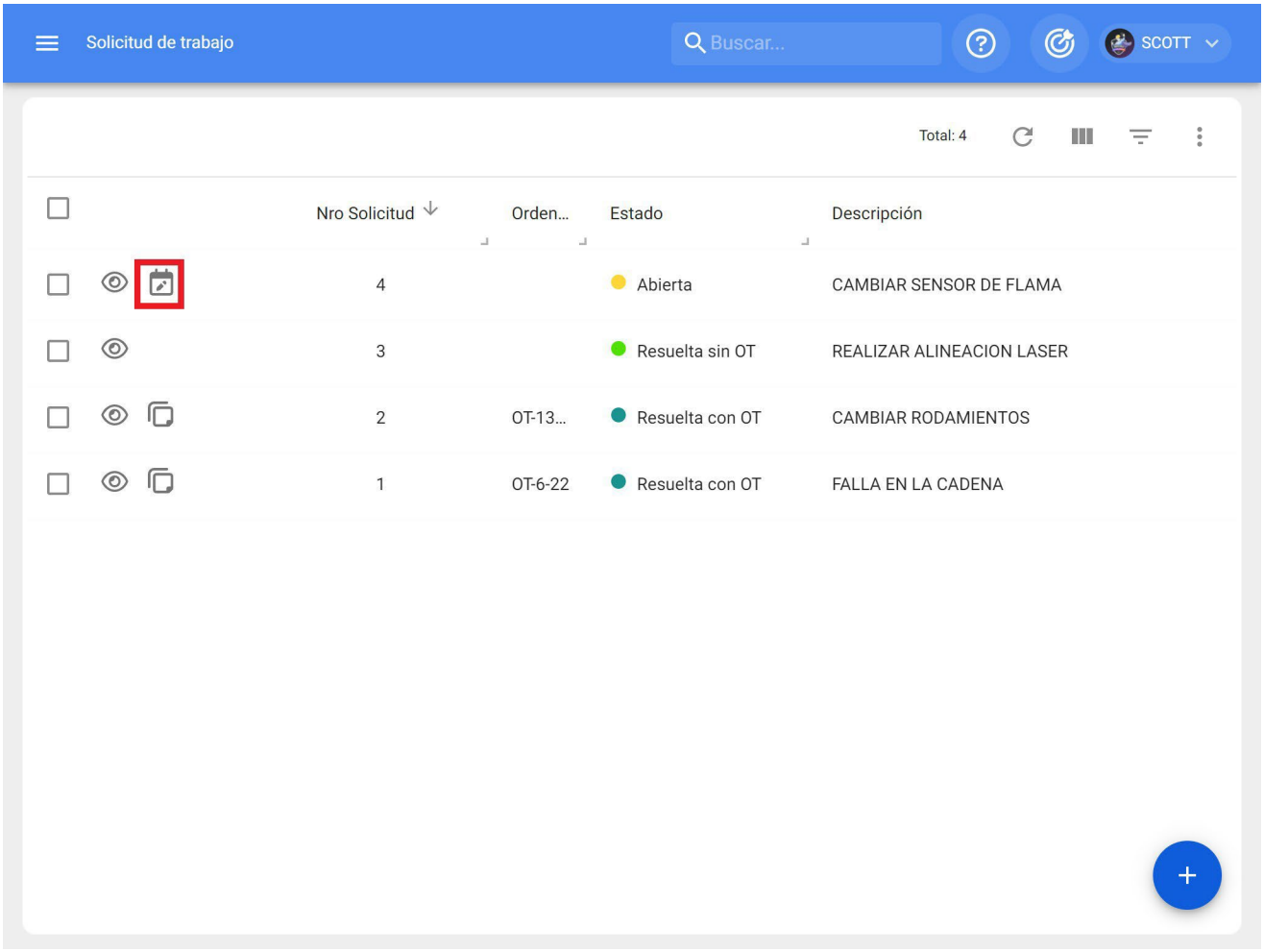
After clicking, all the necessary steps to create the unscheduled task must be completed.



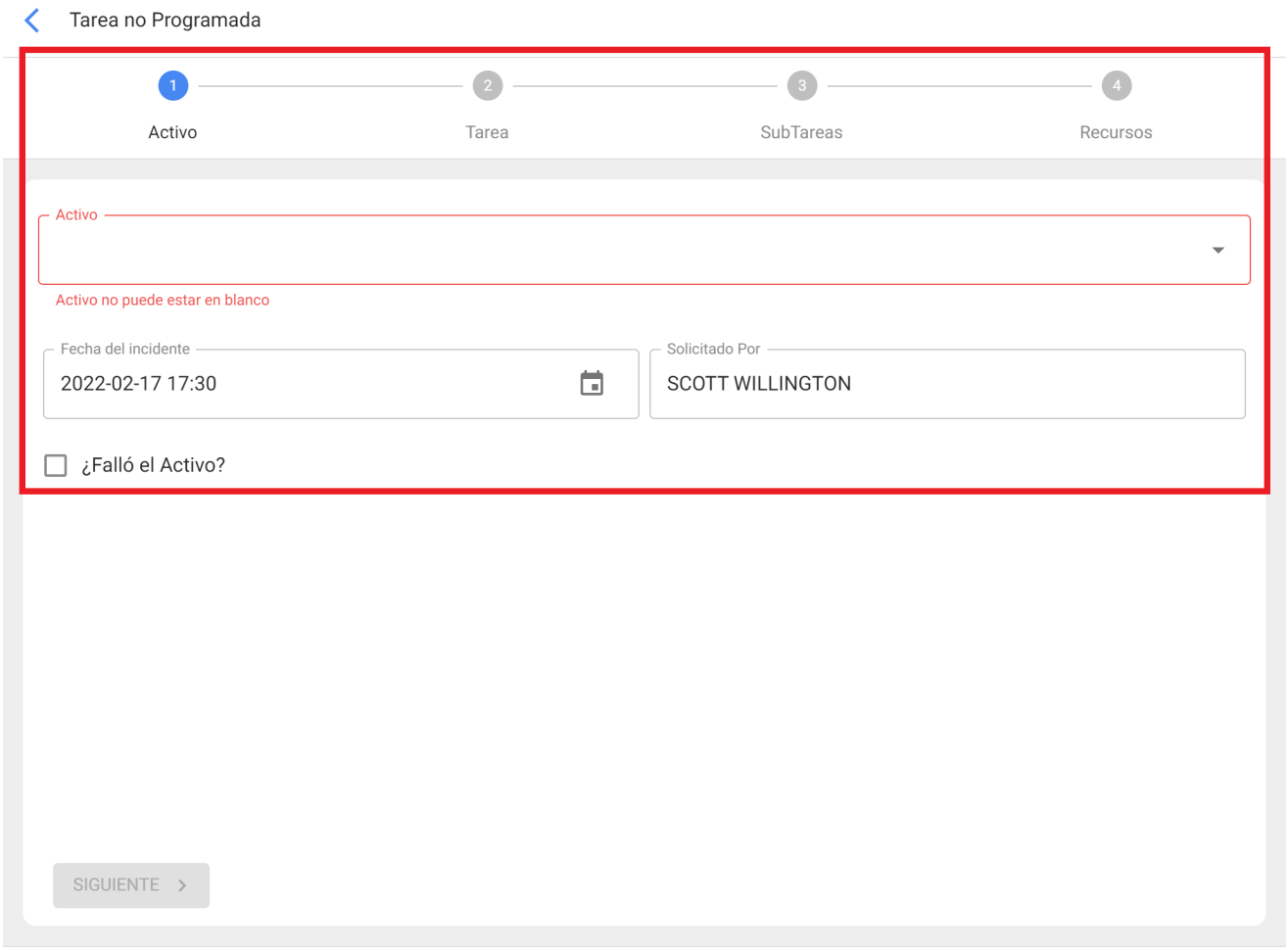
Note: In the session on how to generate an unplanned WO "From Quick Action" you will find a detailed step-by-step guide to complete each of the fields required to generate an Unplanned WO.

From Work Requests:

Once a work request has been generated, the system allows you to manage this request through an unscheduled task by clicking the add symbol



Then clicking on it will enable a new window, where all the information corresponding to the unplanned task must be completed before it is generated as a WO.

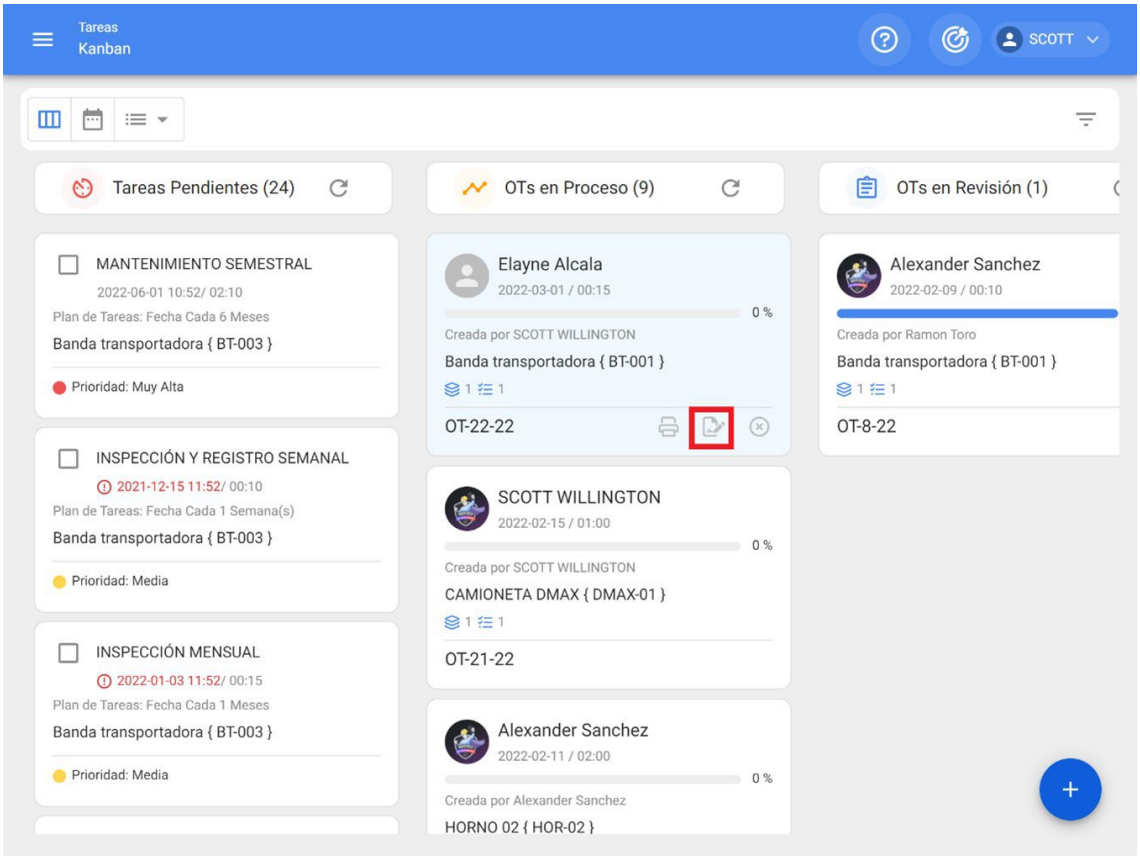


Note: In the session on how to generate an unplanned WO "From Quick Action" you will find a detailed step-by-step guide to complete each of the fields required to generate an Unplanned WO.

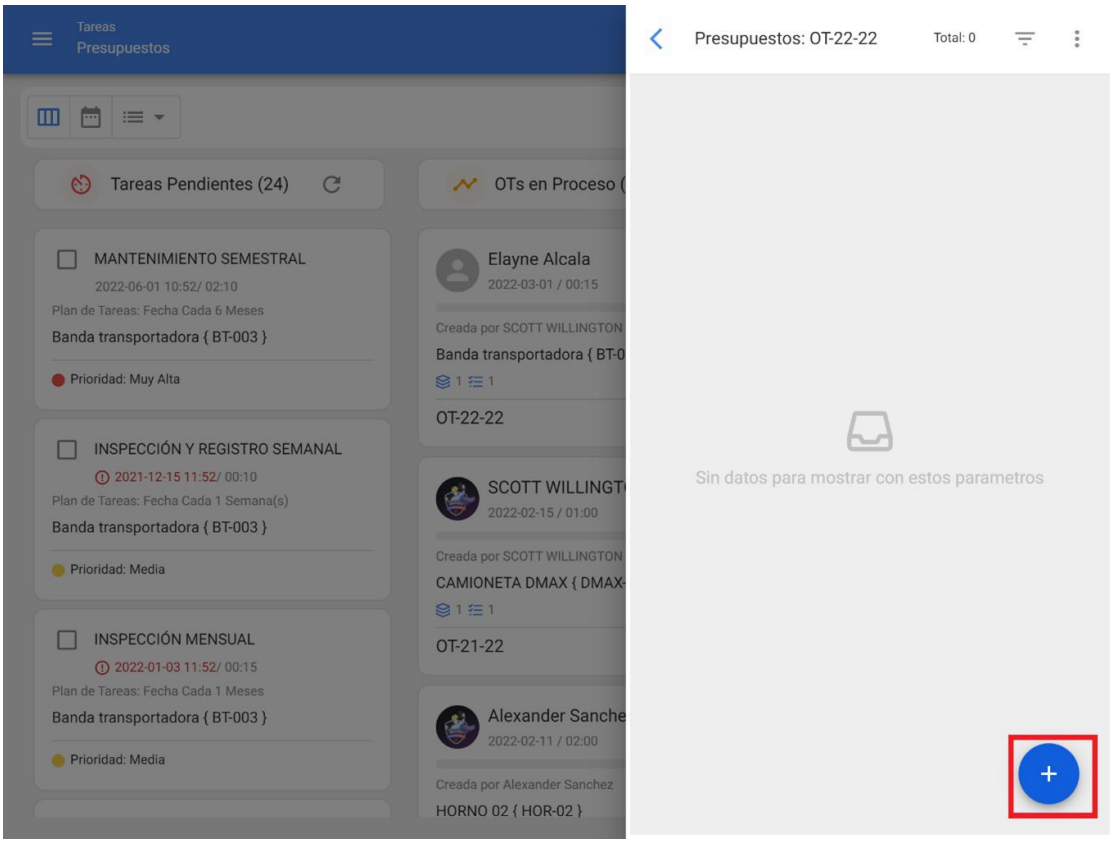
How to complete a WO subject to a budget approval?

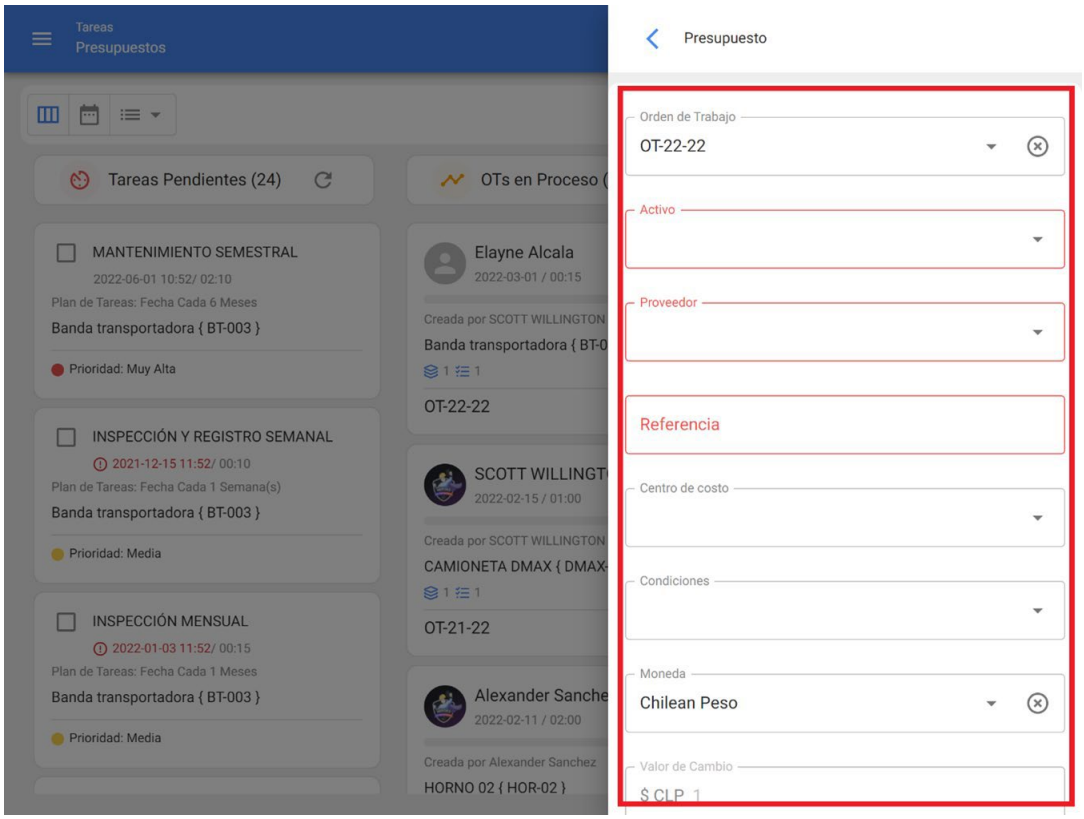
help.fracttal.com/en/articles/6008316-how-to-complete-a-WO-subject-to-budget-approval

A WO subject to the approval of a budget cannot be edited until a budget has been added and approved. To add a budget to a WO, click on the budget symbol that appears on the WO (only appears on WO's that have been created with this option).



Then, by clicking on it, a new window will appear where the different budgets associated to the WO execution must be added.


Tareas
Presupuestos
Tareas Pendientes (24)
OTs en Proceso (
MANTENIMIENTO SEMESTRAL
2022-06-01 10:52/ 02:10
Plan de Tareas: Fecha Cada 6 Meses
Banda transportadora { BT-003 }
Prioridad: Muy Alta
INSPECCIÓN Y REGISTRO SEMANAL
2021-12-15 11:52/ 00:10
Plan de Tareas: Fecha Cada 1 Semana(s)
Banda transportadora { BT-003 }
Prioridad: Media
INSPECCIÓN MENSUAL
2022-01-03 11:52/ 00:15
Plan de Tareas: Fecha Cada 1 Meses
Banda transportadora { BT-003 }
Prioridad: Media
Elayne Alcala
2022-03-01 / 00:15
Creada por SCOTT WILLINGTON
Banda transportadora { BT-0
OT-22-22
SCOTT WILLINGT
2022-02-15 / 01:00
Creada por SCOTT WILLINGTON
CAMIONETA DMAX { DMAX-
OT-21-22
Alexander Sanche
2022-02-11 / 02:00
Creada por Alexander Sanchez
HORNO 02 { HOR-02 }
Presupuestos: OT-22-22
Total: 0
Sin datos para mostrar con estos parametros


Tareas
Presupuestos
Tareas Pendientes (24)
OTs en Proceso (
MANTENIMIENTO SEMESTRAL
2022-06-01 10:52/ 02:10
Plan de Tareas: Fecha Cada 6 Meses
Banda transportadora { BT-003 }
Prioridad: Muy Alta
INSPECCIÓN Y REGISTRO SEMANAL
2021-12-15 11:52/ 00:10
Plan de Tareas: Fecha Cada 1 Semana(s)
Banda transportadora { BT-003 }
Prioridad: Media
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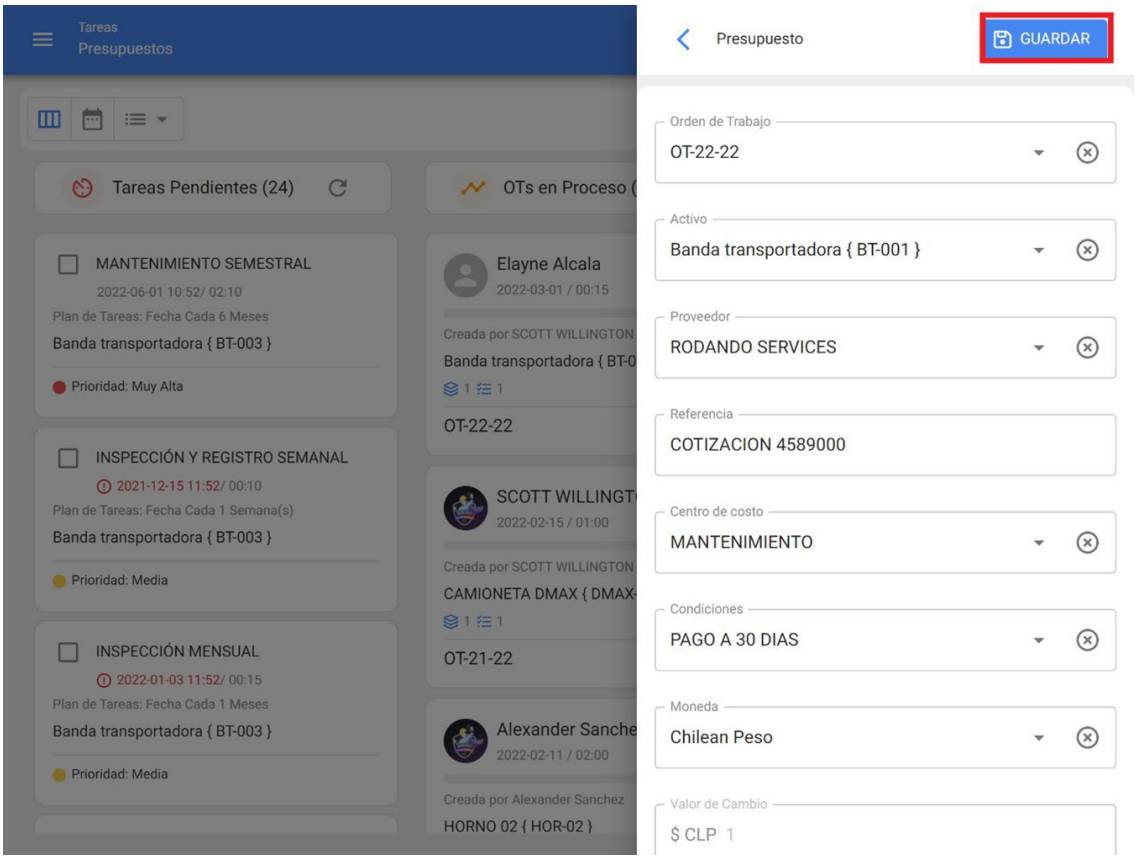
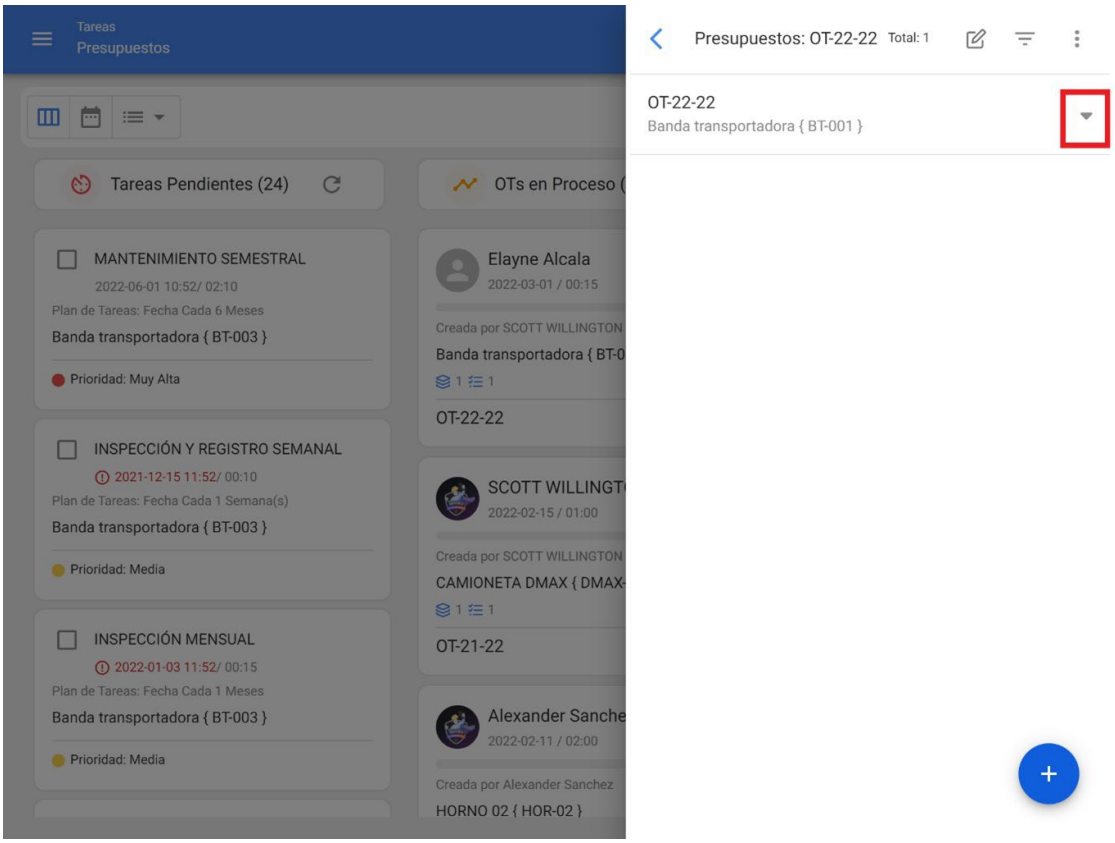
2022-01-03 11:52/ 00:15
Plan de Tareas: Fecha Cada 1 Meses
Banda transportadora { BT-003 }
Prioridad: Media
Elayne Alcala
2022-03-01 / 00:15
Creada por SCOTT WILLINGTON
Banda transportadora { BT-0
OT-22-22
SCOTT WILLINGT
2022-02-15 / 01:00
Creada por SCOTT WILLINGTON
CAMIONETA DMAX { DMAX-
OT-21-22
Alexander Sanche
2022-02-11 / 02:00
Creada por Alexander Sanchez
HORNO 02 { HOR-02 }
Presupuesto
Orden de Trabajo
OT-22-22
Activo
Proveedor
Referencia
Centro de costo
Condiciones
Moneda
Chilean Peso
Valor de Cambio
$ CLP 1



Finally, once the budgets have been added, the only thing to do is to approve them, which can be done directly from the TOs or Budgets module.

From OTs


Tareas
Presupuestos
Tareas Pendientes (24)
OTs en Proceso (
MANTENIMIENTO SEMESTRAL
2022-06-01 10:52/ 02:10
Plan de Tareas: Fecha Cada 6 Meses
Banda transportadora { BT-003 }
Prioridad: Muy Alta
INSPECCIÓN Y REGISTRO SEMANAL
2021-12-15 11:52/ 00:10
Plan de Tareas: Fecha Cada 1 Semana(s)
Banda transportadora { BT-003 }
Prioridad: Media
INSPECCIÓN MENSUAL
2022-01-03 11:52/ 00:15
Plan de Tareas: Fecha Cada 1 Meses
Banda transportadora { BT-003 }
Prioridad: Media
Elayne Alcala
2022-03-01 / 00:15
Creada por SCOTT WILLINGTON
Banda transportadora { BT-0
OT-22-22
SCOTT WILLINGT
2022-02-15 / 01:00
Creada por SCOTT WILLINGTON
CAMIONETA DMAX { DMAX-
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Alexander Sanche
2022-02-11 / 02:00
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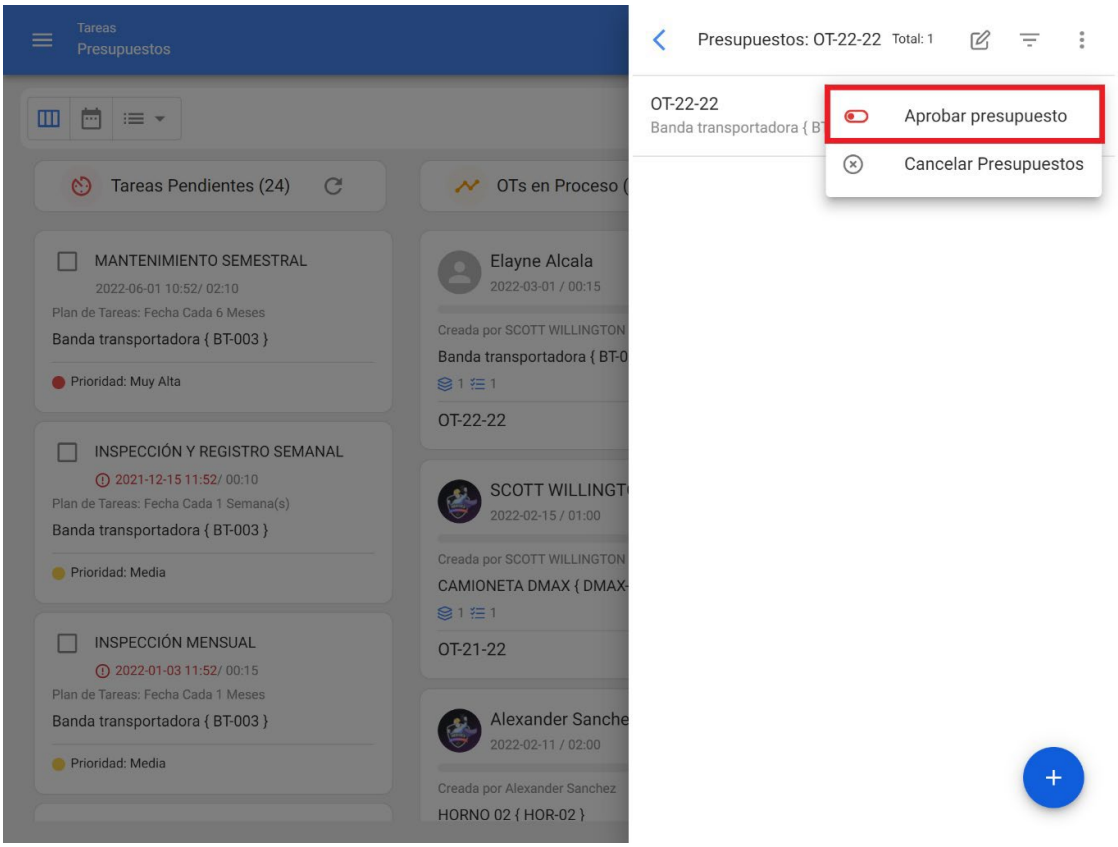
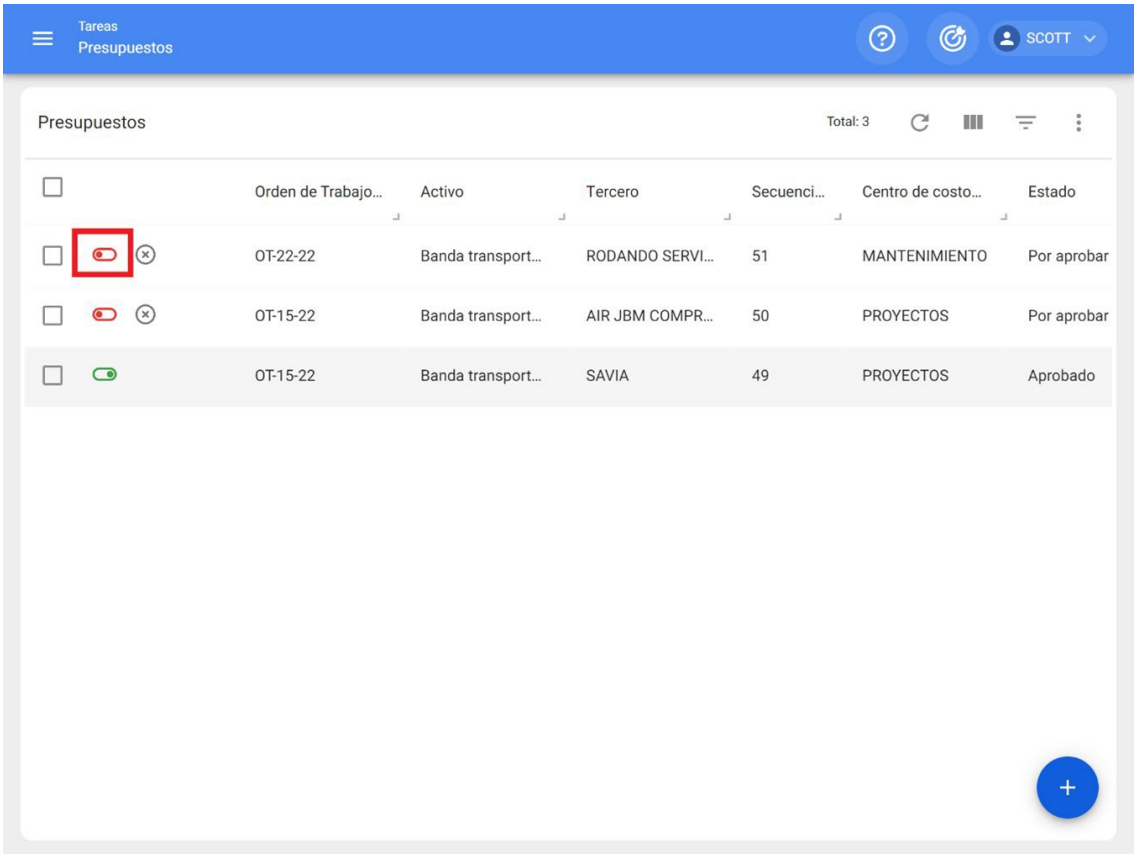
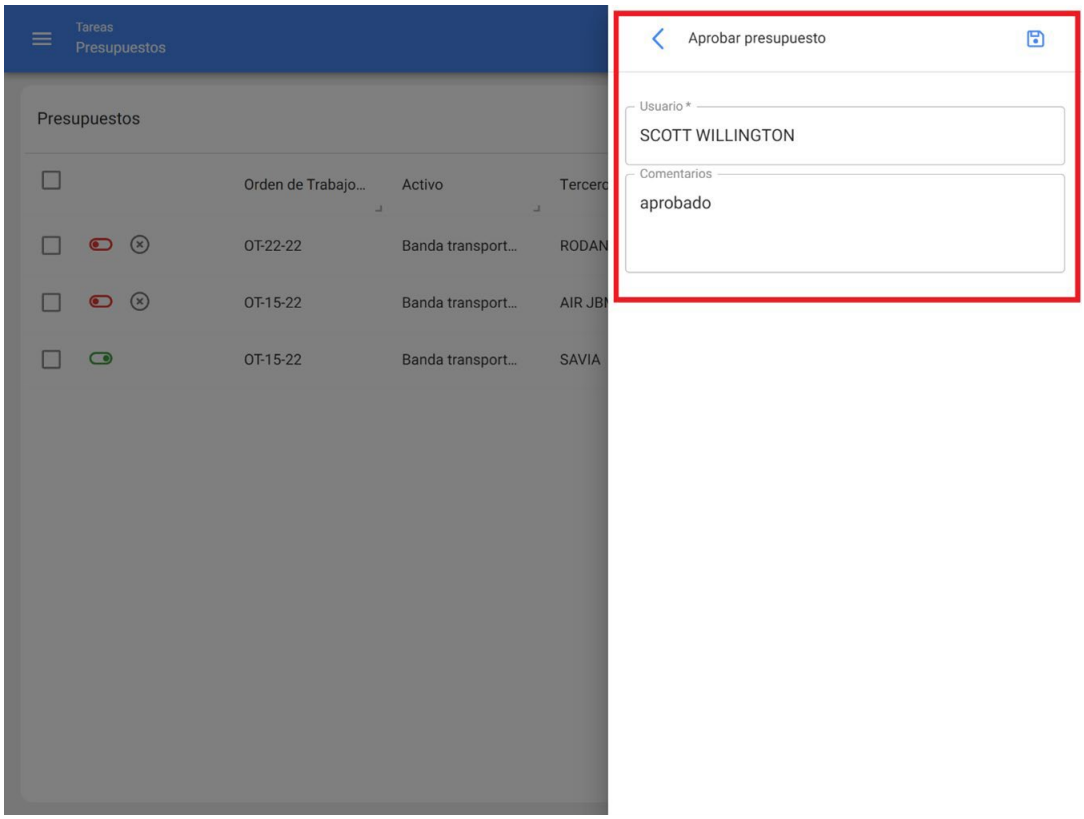
HORNO 02 { HOR-02 }
Presupuestos: OT-22-22 Total: 1
OT-22-22
Banda transportadora { BT-001 }


Tareas
Presupuestos
Tareas Pendientes (24)
OTs en Proceso (
MANTENIMIENTO SEMESTRAL
2022-06-01 10:52/ 02:10
Plan de Tareas: Fecha Cada 6 Meses
Banda transportadora { BT-003 }
Prioridad: Muy Alta
INSPECCIÓN Y REGISTRO SEMANAL
2021-12-15 11:52/ 00:10
Plan de Tareas: Fecha Cada 1 Semana(s)
Banda transportadora { BT-003 }
Prioridad: Media
INSPECCIÓN MENSUAL
2022-01-03 11:52/ 00:15
Plan de Tareas: Fecha Cada 1 Meses
Banda transportadora { BT-003 }
Prioridad: Media
Elayne Alcala
2022-03-01 / 00:15
Creada por SCOTT WILLINGTON
Banda transportadora { BT-0
OT-22-22
SCOTT WILLINGT
2022-02-15 / 01:00
Creada por SCOTT WILLINGTON
CAMIONETA DMAX { DMAX-
OT-21-22
Alexander Sanche
2022-02-11 / 02:00
Creada por Alexander Sanchez
HORNO 02 { HOR-02 }
Presupuestos: OT-22-22 Total: 1
OT-22-22
Aprobar presupuesto
Cancelar Presupuestos

From Budget



Then, when approving the budget (by any of the options), the user who made the approval will be indicated, together with a comment.



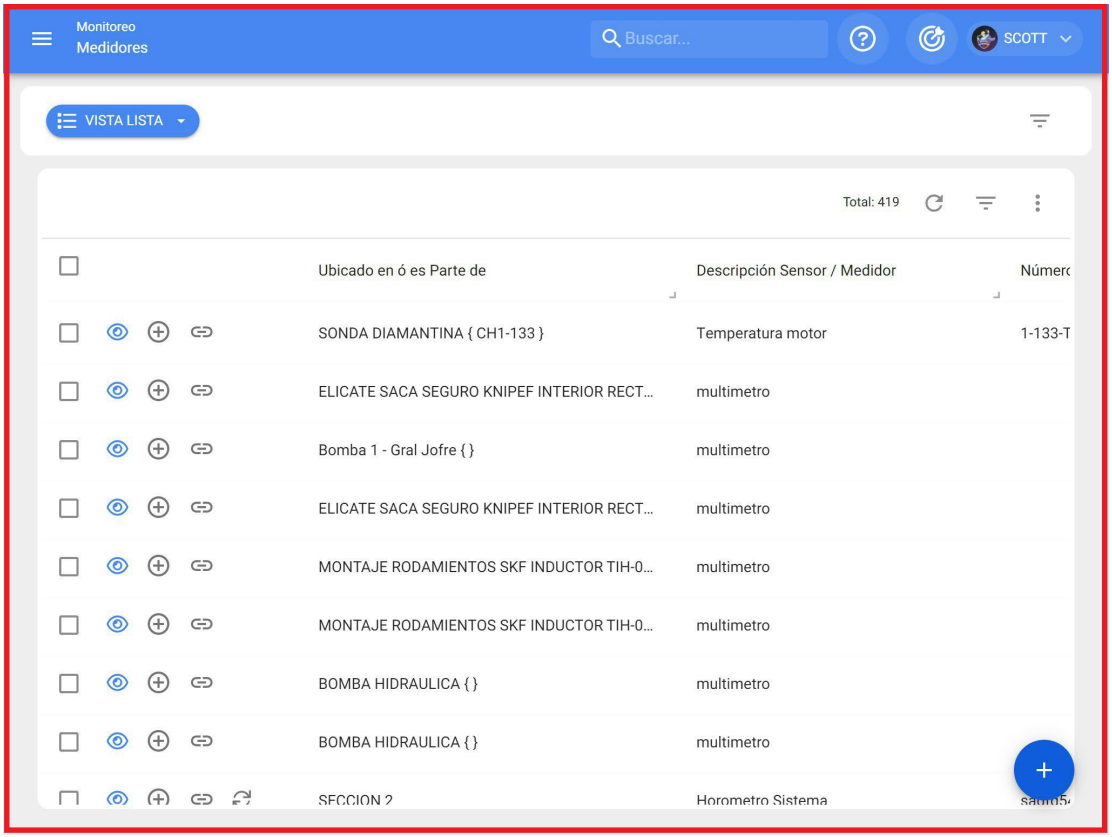
Finally, the WO will be enabled for editing and execution.

Note: When a budget is approved, it will not automatically be reflected in the resources added to the WO.

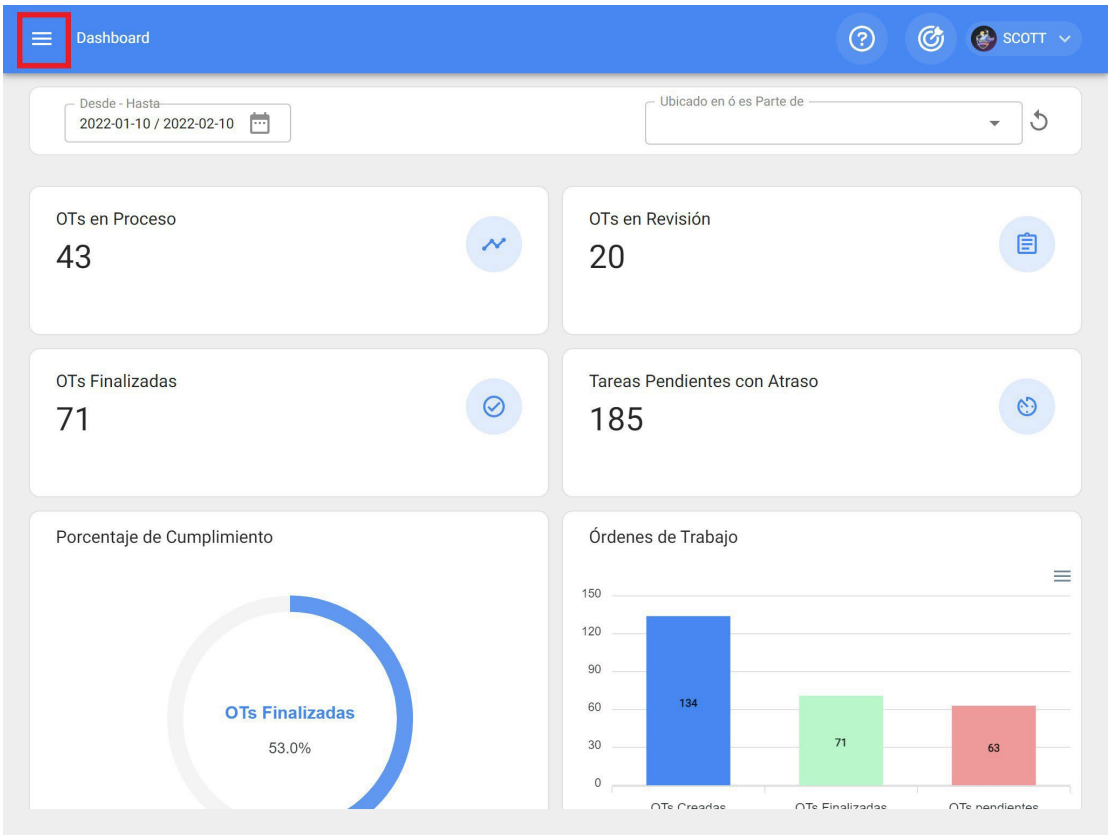
How to enter the meter module?

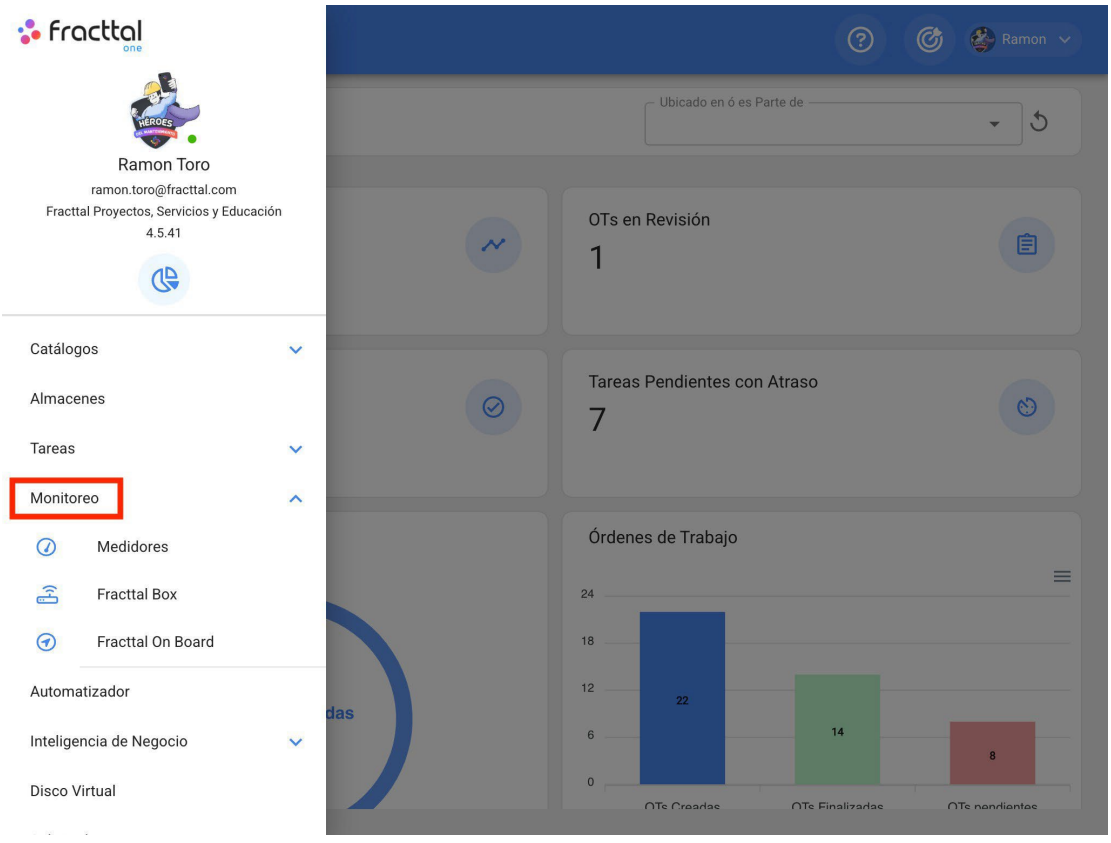
help.fracttal.com/en/articles/6000490-what-is-a-meter-and-how-to-enter-the-meter-module

In this module you can have a complete traceability of all meter readings associated with the assets, along with the registration and control of the triggering of related work management.



To enter the module, you must first click on the menu button that you will find on the top left of the main header bar of the platform and display the Monitoring menu, so that the system will show you the different sub-modules.



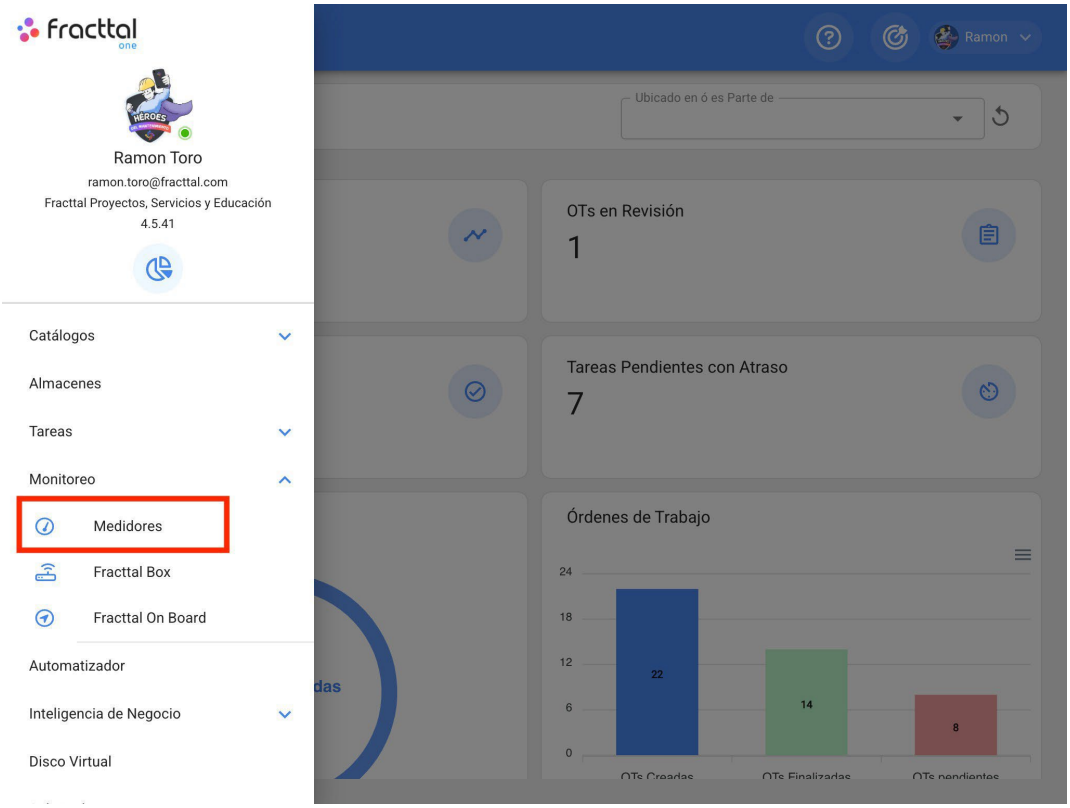


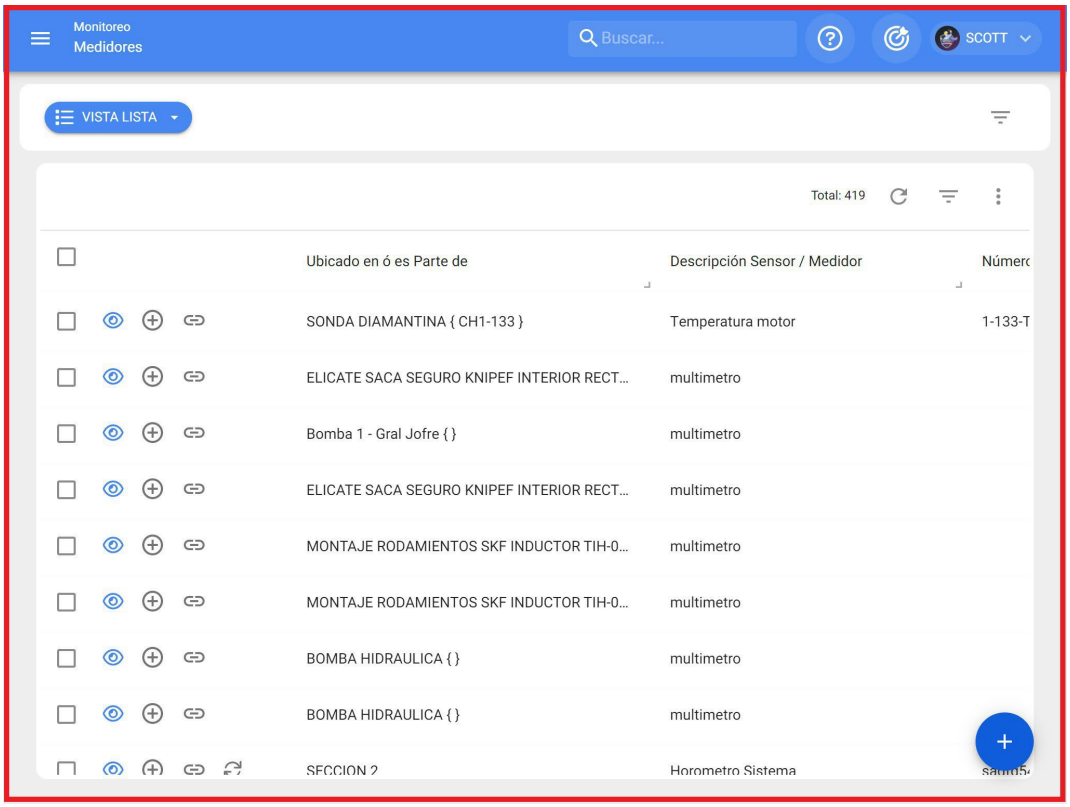
When the menu is displayed, you will find the following sub-modules:

- **Meters**

- **Fracttal Box**
- **Fracttal On Board**

Then, just click on "Meters" and the system will finally display the meters created in the system.




Monitoreo
Medidores
Buscar...
SCOTT
VISTA LISTA
Total: 419
Ubicado en ó es Parte de
Descripción Sensor / Medidor
Número
SONDA DIAMANTINA { CH1-133 }
Temperatura motor
1-133-T
ELICATE SACA SEGURO KNIPEF INTERIOR RECT...
multimetro
Bomba 1 - Gral Jofre { }
multimetro
ELICATE SACA SEGURO KNIPEF INTERIOR RECT...
multimetro
MONTAJE RODAMIENTOS SKF INDUCTOR TIH-0...
multimetro
MONTAJE RODAMIENTOS SKF INDUCTOR TIH-0...
multimetro
BOMBA HIDRAULICA { }
multimetro
BOMBA HIDRAULICA { }
multimetro
SECCION 2
Horometro Sistema

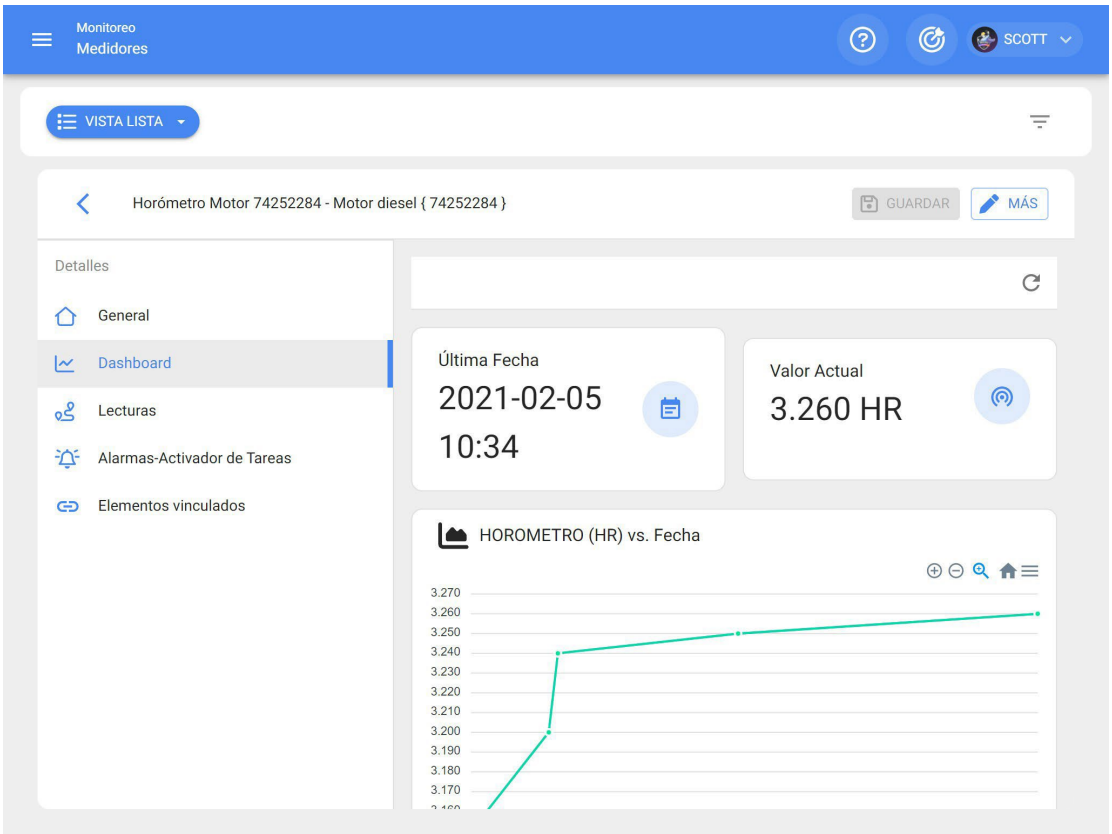
Types of meters : Fracttal One

help.fracttal.com/en/articles/6000513-types-of-meters

In Fracttal there is the possibility of adding two types of meters, depending on their nature of registration:

Meters Meters or Accumulators

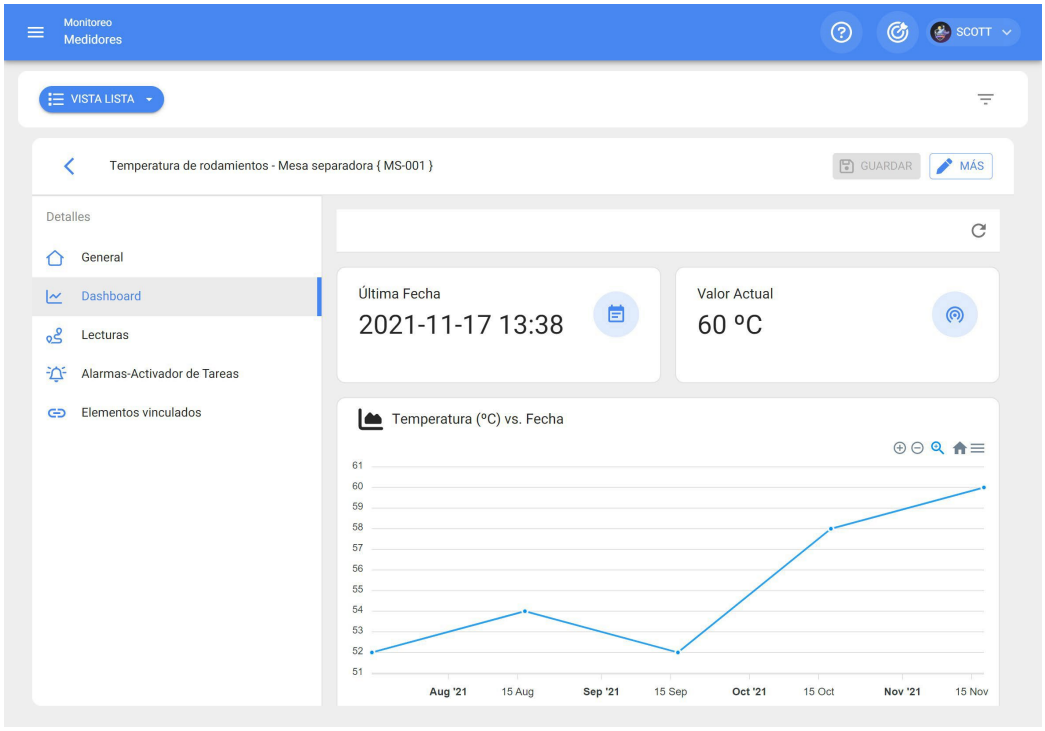
The meter counters or accumulators, as their name indicates, are meters that allow to register readings in an ascending way according to the accumulated of previous registers. Some examples of this type of meter are the accumulated mileage readings of a vehicle or the accumulated operating hours of a machine.



Non Accumulator Meters

Non-accumulator meters are meters that only register the momentary value of the reading, where the reading may fluctuate or oscillate over time. Some examples of this type of meters may be

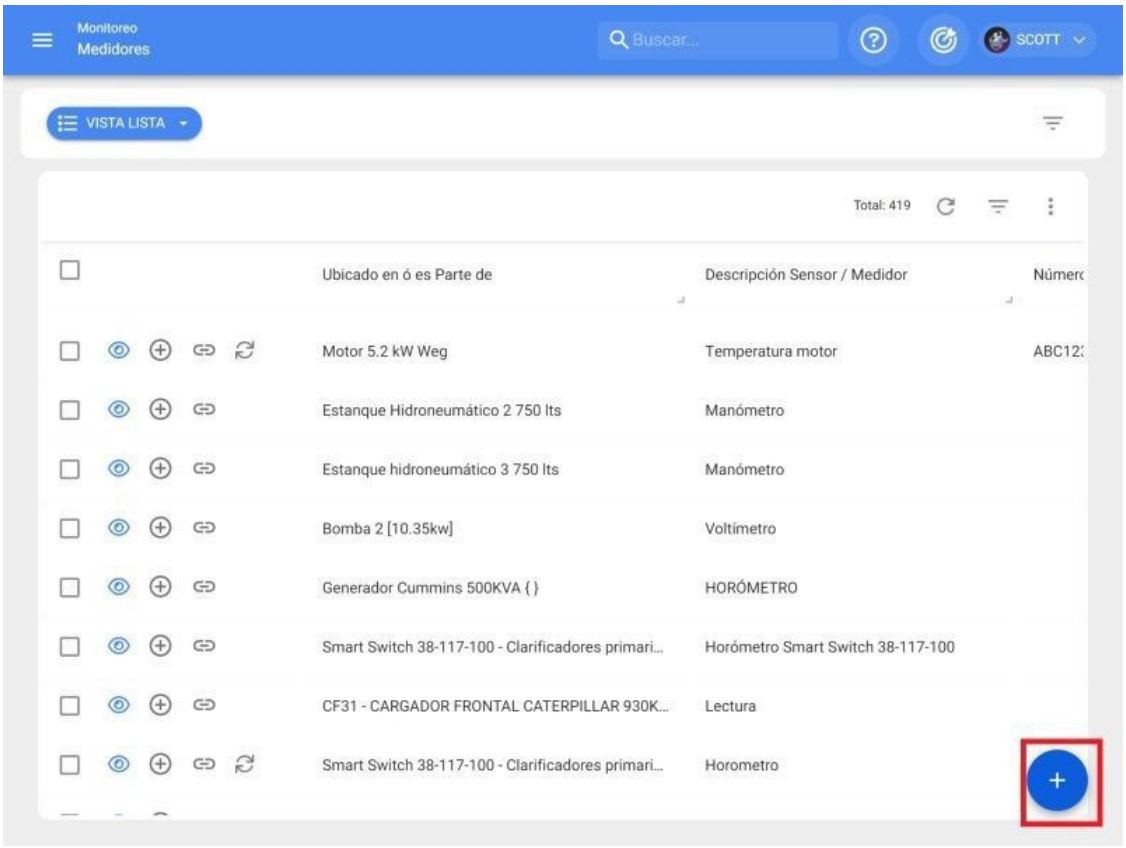
The temperature records of a refrigerated room which may vary over time or the recording of variables such as voltage and amperage of an equipment which may vary depending on the operating conditions.



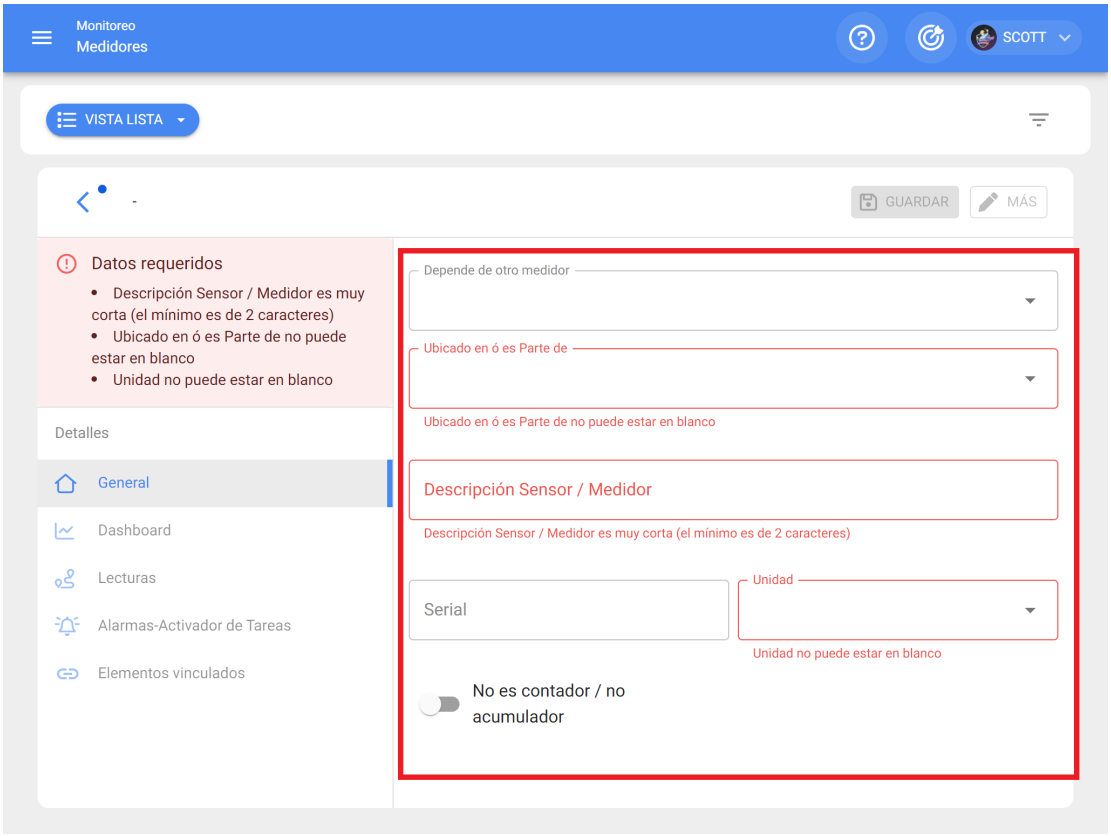
How to create a new meter?

help.fracttal.com/en/articles/6000522-how-to-create-a-new-meter

To create a new meter, click on the add symbol at the bottom right of the window.

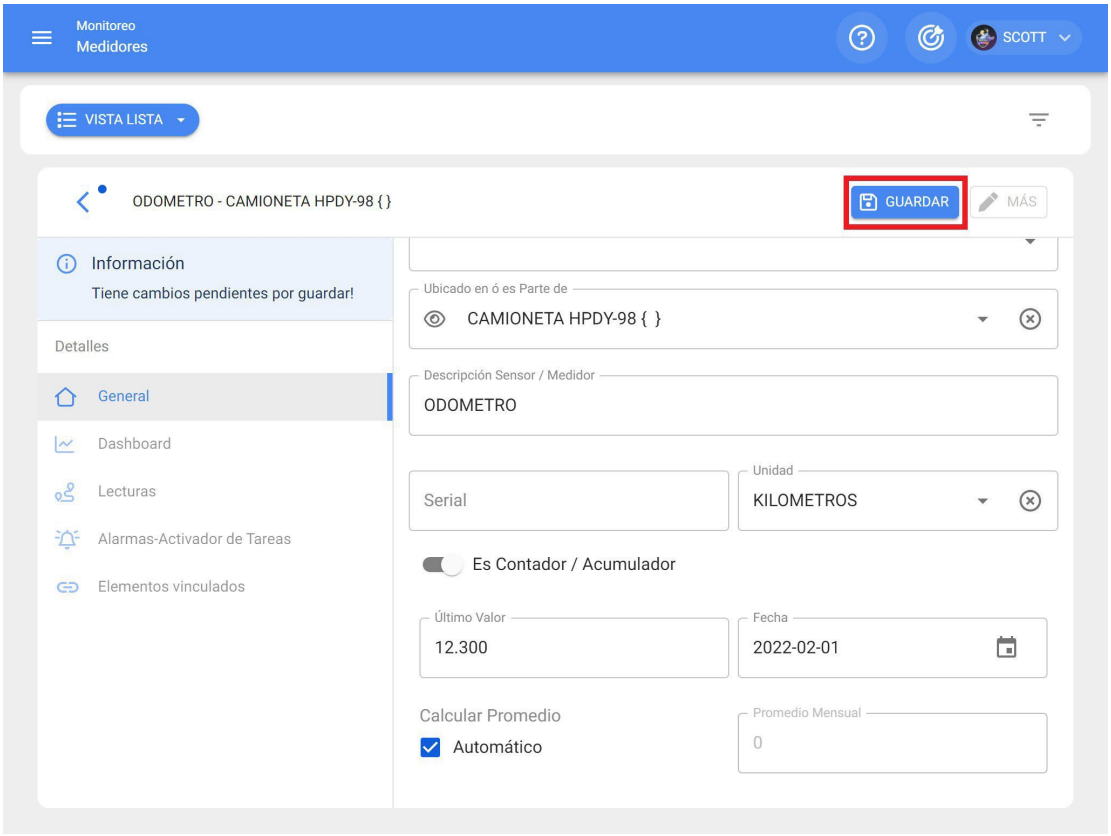


Then, the system will display a new window asking you to complete certain information from the general tab:



- **Depends on another meter:** Option to indicate if this meter depends on the reading of a parent meter.
- **Located in or is part of:** Option that allows you to link the meter to the asset to which you want to record readings.
- **Sensor/Meter Description:** Name that the meter or sensor will have in the system.
- **Serial:** Option to add a serial number associated to the meter (not mandatory).
- **Unit:** Catalog in which the unit of measurement of the readings must be selected.
- **Non-accumulator/non-accumulator:** Option to identify whether the meter is an accumulator or a non-accumulator. In case the option is enabled, the system will display other options for the previous historical record of the meter (Last value recorded, calculate average, date of last value recorded).

Finally, after completing the required information, click on the "Save" option to create the meter in the system.

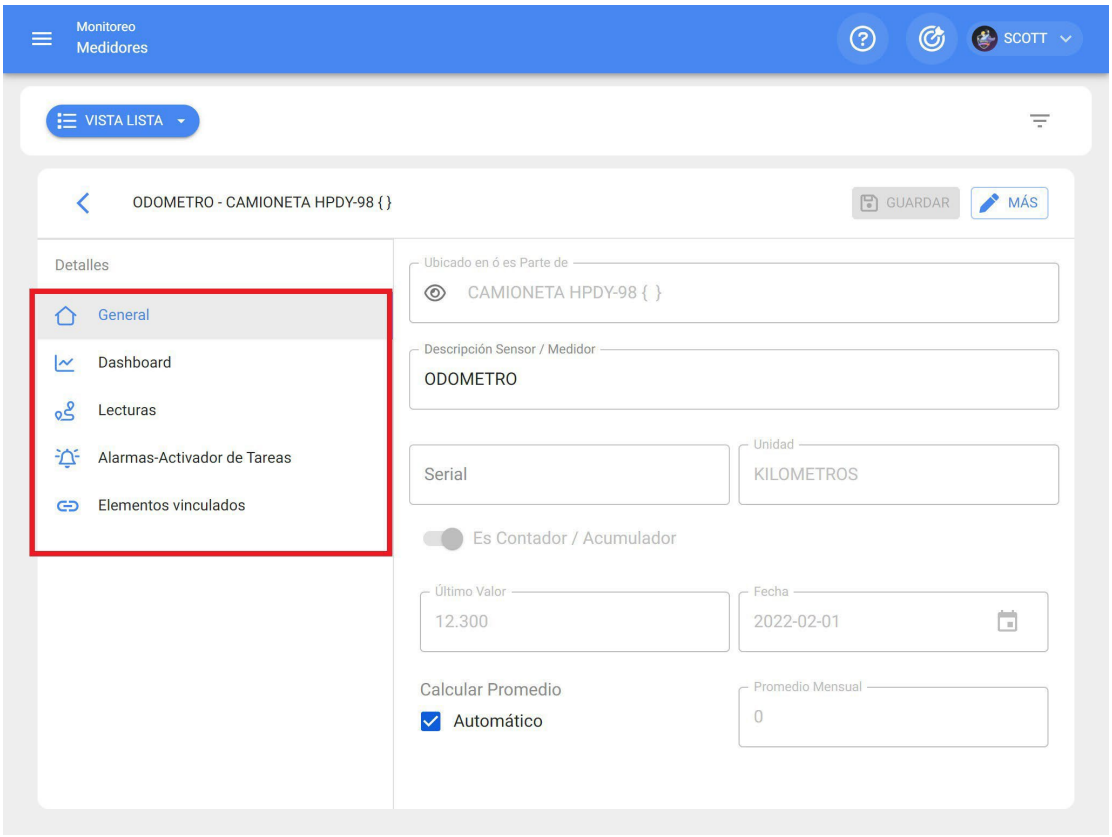


Note: New meters can also be created from the work management plan module, when linking an asset to that plan, as long as the plan is subject to a trigger or subtask with meter registration.

What information does a meter display?

help.fracttal.com/en/articles/6000533-what-information-shows-a-meter

To enter a meter that has already been created, just click on it and the system will display a new window with all the options that are offered and where the following are available:

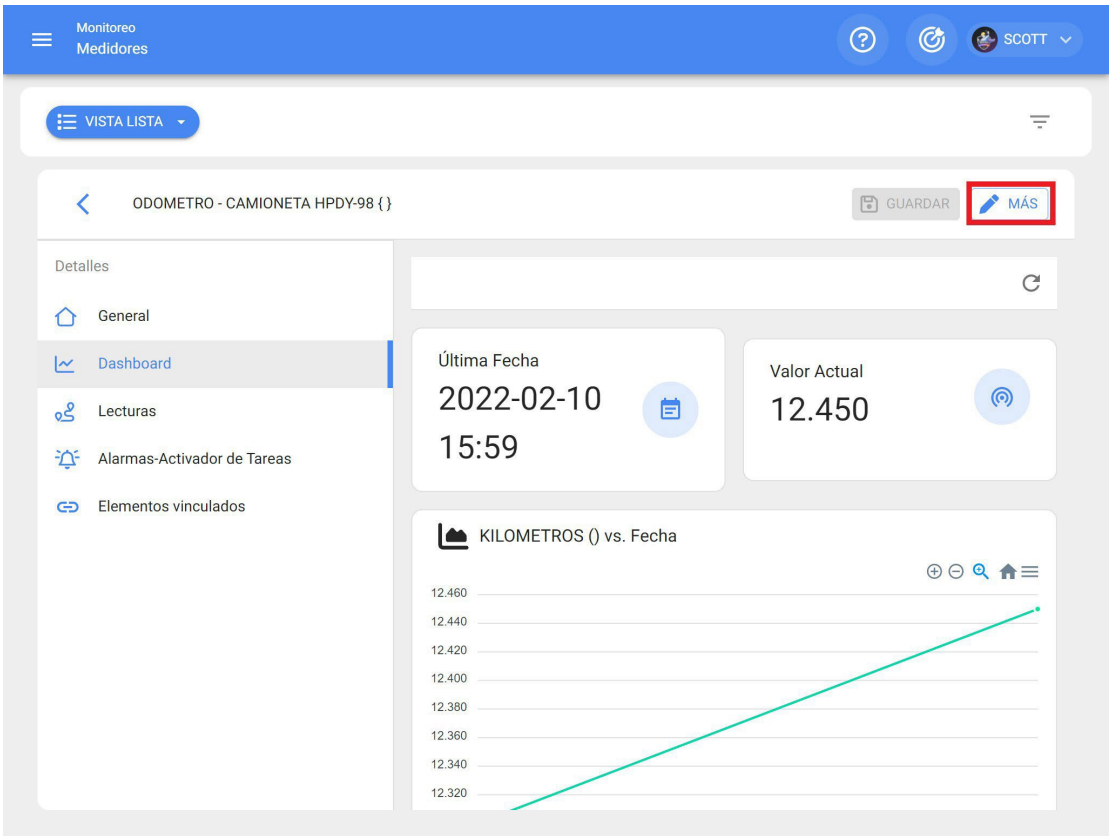


- **General:** Tab where you will find the basic information associated with the meter.
- **Dashboard:** Graphical panel where you can quickly view the meter's records, together with their average and accumulated values.
- **Reading:** Table showing all recorded reading histories, source of the reading and whether the reading triggered any task.
- **Alarms-Task Trigger:** Tab where you can view the readings that have triggered work management, together with their next activation.
- **Linked elements:** Tab where you can see in detail to which plan the meter is associated, together with its respective triggers by reading and by subtasks.

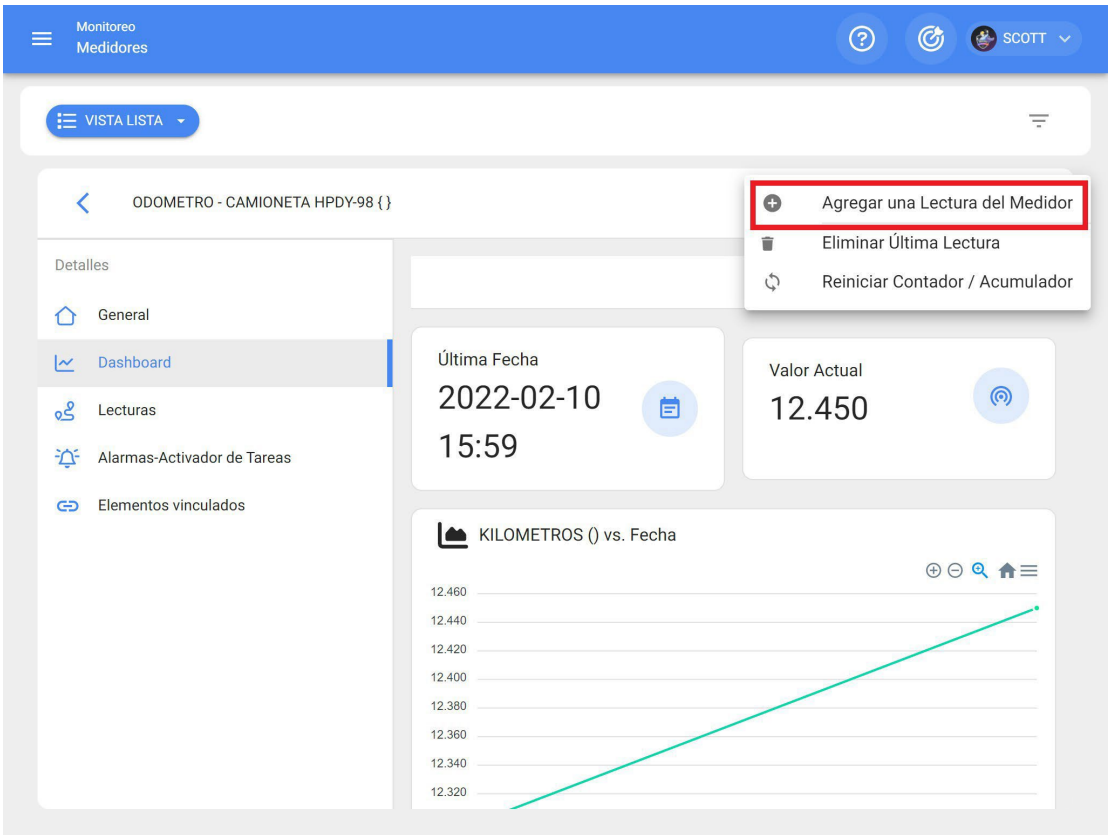
How to add a new reading?

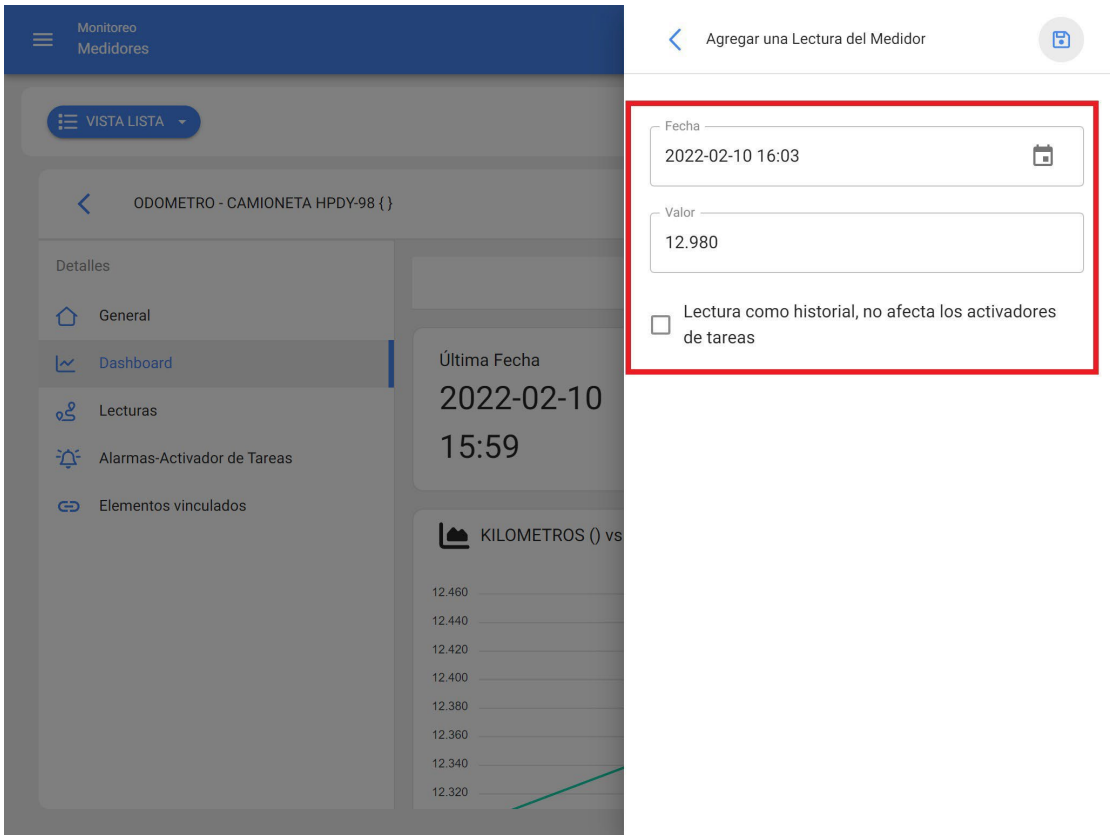
help.fracttal.com/en/articles/6000536-as-add-a-new-reading

To add a reading directly on the meter, just click on "MORE" to display a menu of options.



Then, click on "Add a Meter Reading" for the system to display a registration window for the new reading.





Note: The "Read as history, does not affect work management triggers" option is used to record old readings without affecting work management triggers since, if the option is not enabled, the system will not allow

register readings lower than the last reading registered in the system.

What is a Fracttal X?

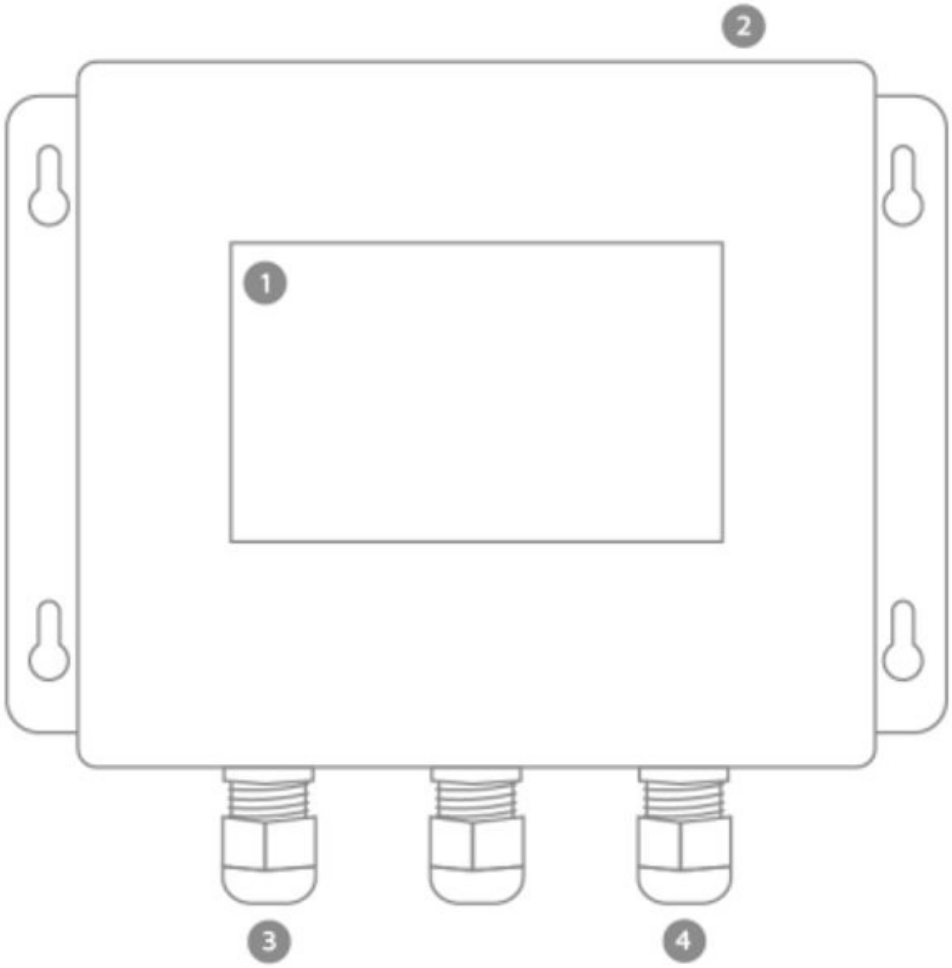
help.fracttal.com/en/articles/6717682-what-is-a-fracttal-x

Fracttal X Digital Input model, is an IoT device that allows to monitor ON/OFF inputs and machine status, in the Fracttal One meter dashboard, recording events of stop status, machine trigger status, related asset such as: a motor, an actuator or parts of interest subjected to a work, it is equipped with 6 digital inputs at 24VDC.

Its IoT technology allows monitoring, alerts, alarms and notifications, oriented to the generation of maintenance protocols in the Fracttal One platform.

It consists of the following parts:

1. Touch screen
2. Wifi Antenna
3. Digital entry port
4. AC cable



You can find more information at: https://www.fracttal.com/es/fracttal-x

Fracttal X | Fracttal One Installation

help.fracttal.com/en/articles/6717730-installation-of-fracttal-x

Precautions:

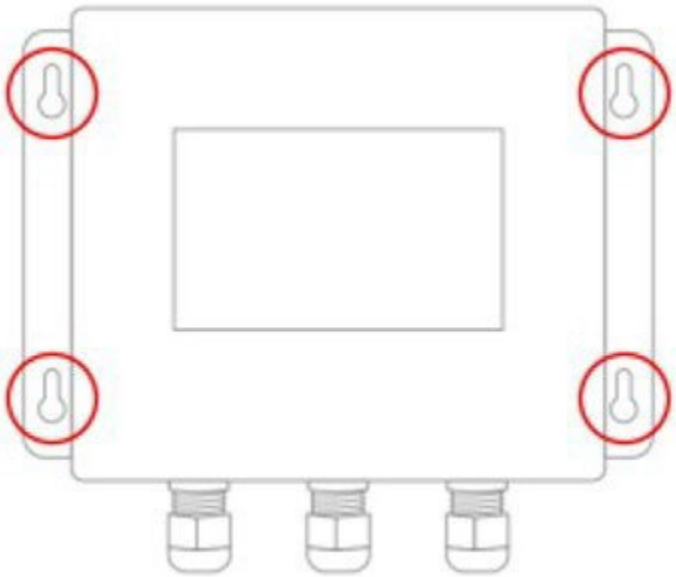
1. Verify that the equipment is in perfect physical condition, with no scratches on the screen, or bumps or deformations on the casing.
2. Verify that no part of the equipment is loose.
3. Ensure that the installation site does not receive direct sunlight or water, this equipment is not waterproof.
4. Handle the equipment with care, a fall may result in damage to the display, housing or internal components of the equipment.
5. This equipment is powered through a power cable that can be connected to an electrical source from 100 VAC to 2.
6. The installation site must have an electrical outlet no more than 1.30 meters away from the equipment, and must be of the characteristics mentioned in the previous point.
7. The equipment requires access to wifi connection, ensure that the place where you are going to anchor the equipment has unrestricted wifi network coverage.

Tools and preparation of the installation.

To perform the installation you will need the following tools:

1. A drill.
2. A ¼ in wall drill bit, use shortening chaso for the drill bit, use 6mm screw.
3. A screwdriver for assembly.

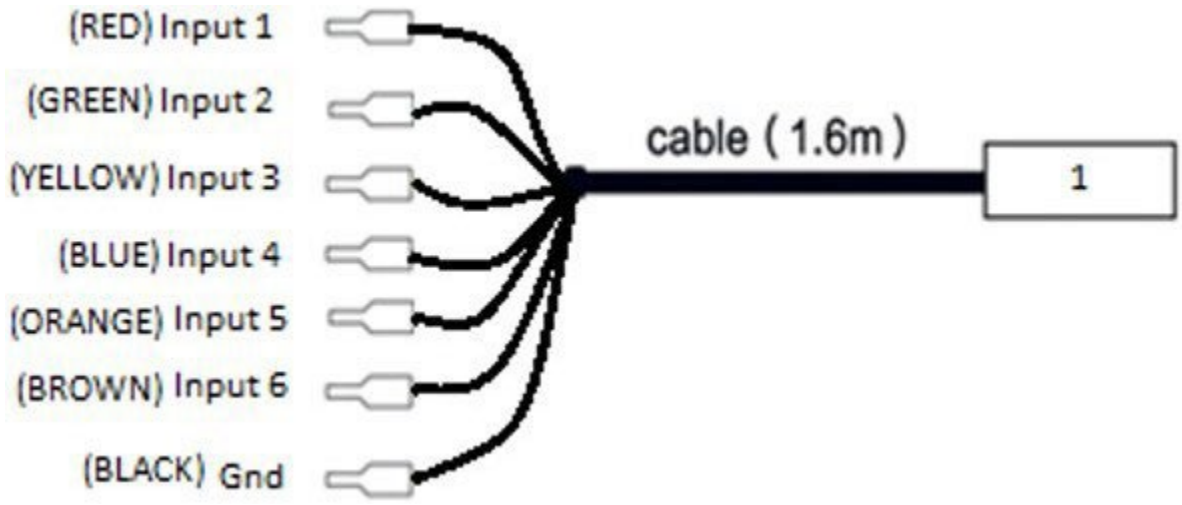
To anchor the Fracttal X to the wall you must drill 4 holes where you are going to anchor the unit, these holes must coincide with the holes that are in the anchoring fins of the central unit, as shown in the following image:



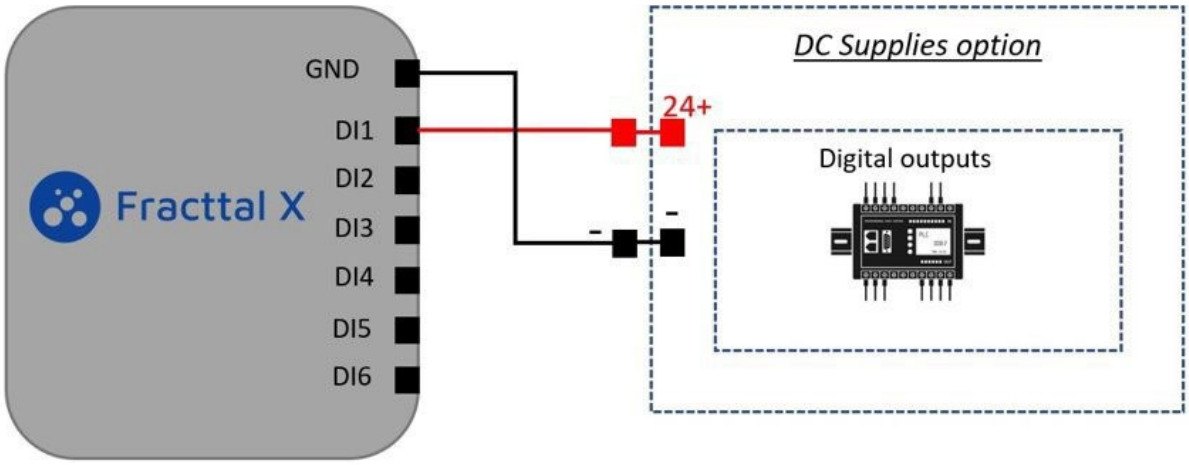
Note: After drilling the holes in the surface, insert the 4 holes and proceed with the installation of the central unit with the screws.

Installation of entry peripherals

It has 6 digital inputs at 24 VDC, related by the color of their wires as shown in the following image:



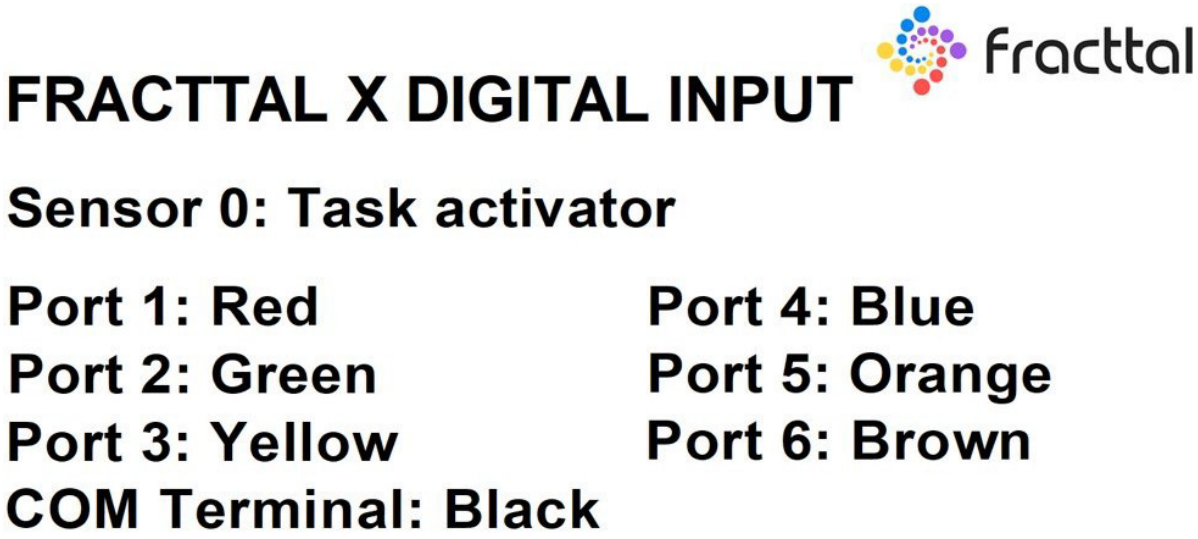
- Cable 1: 6 24VDC digital inputs - BLACK: GND
- identified in black color.



Note: Polarize the entry with an industry standard 24 VDC supply**.**

Fracttal communication ports

The port settings are visible on the physical label with the port configuration path in Fracttal.



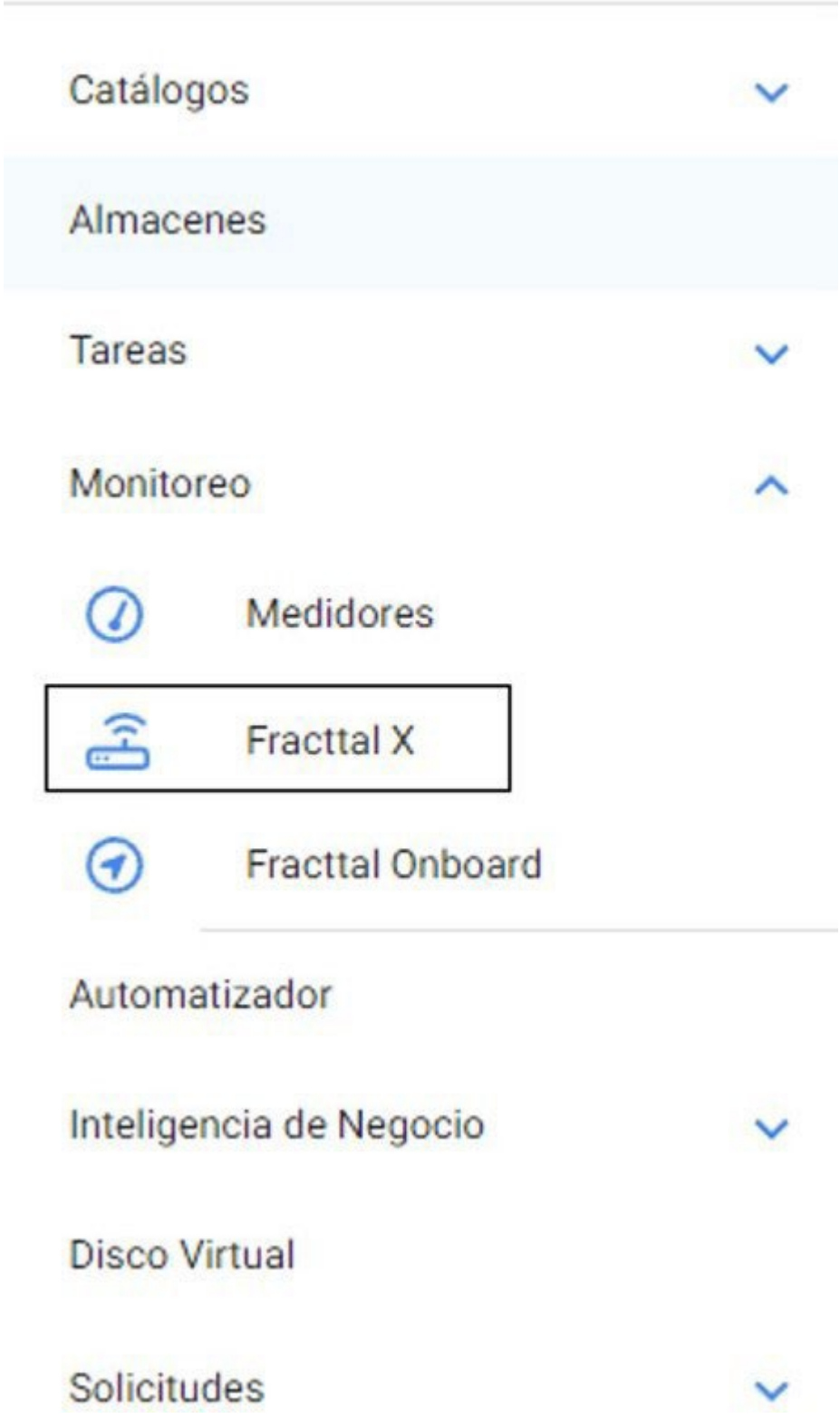
How to set up communication between Fracttal X and Fracttal One

help.fracttal.com/en/articles/6717821-how-to-configure-communication-between-fracttal-x-and-fracttal-one

The following provides the procedure for communication and data transfer settings between our Fracttal X device and Fracttal One, the intelligent maintenance platform:

Monitoring module

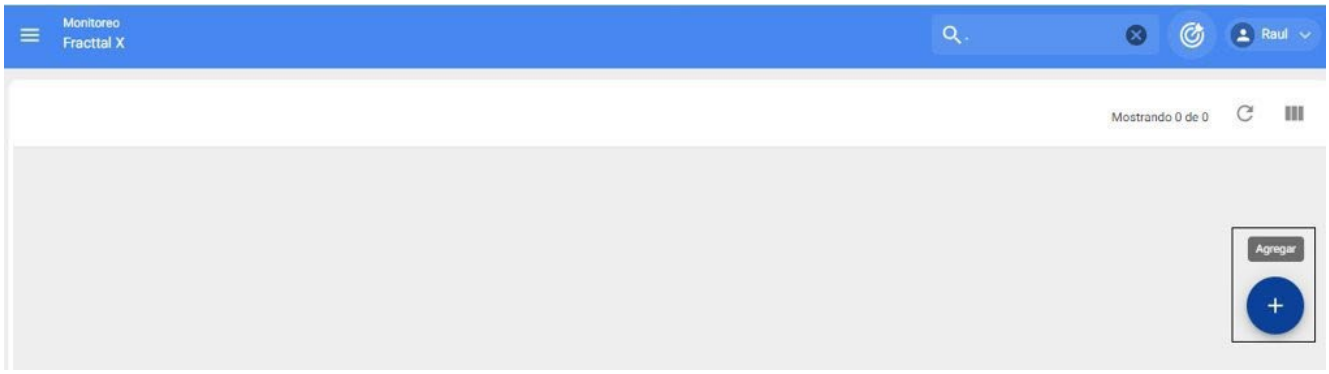
Login to Fracttal One account, select the Monitoring module, to continue click on the Fracttal X icon, as shown in the following image.



Note: Your business account must have the meter module active to perform this operation.

Enter new Fracttal X

In the following window you will find the list of active Fracttal X devices in the enterprise account. To enter a new Fracttal X click on the add icon, as shown in the following image.

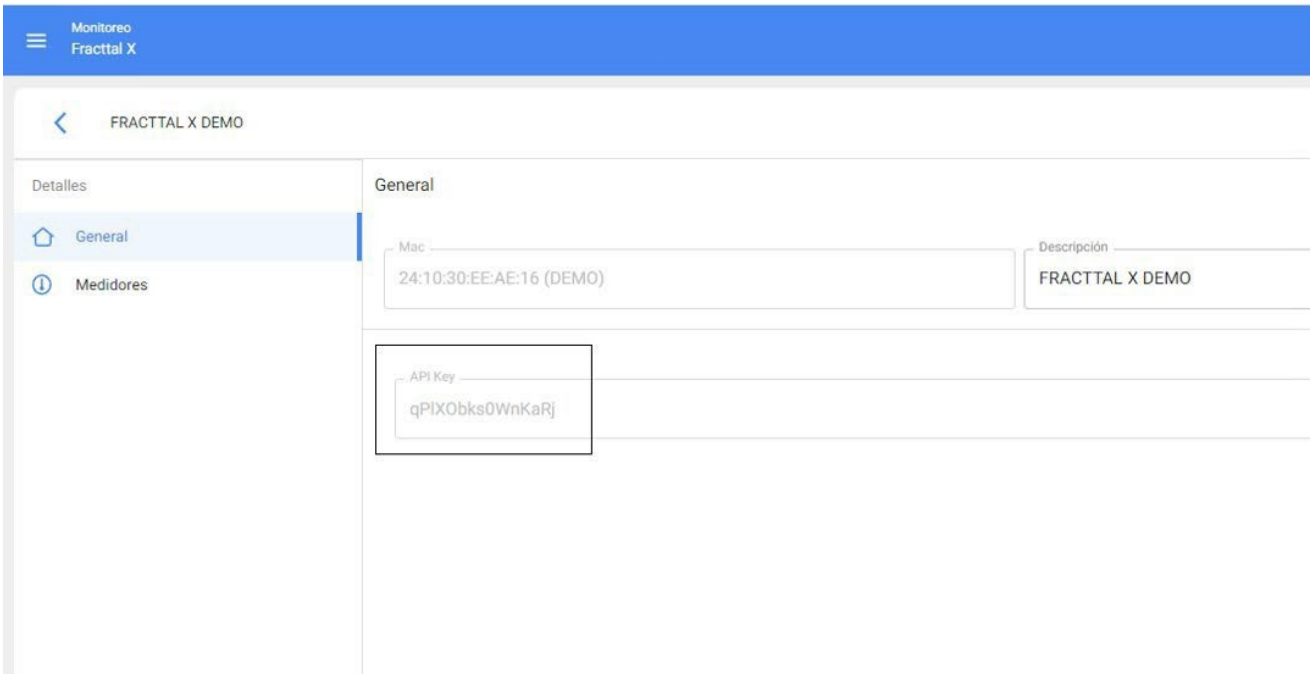


Click on the MAC tab to activate an auxiliary window on the right side to select the Fracttal X device available for registration, identified with its MAC, then add the description of the IoT device and click on save to finish.

Note: Your company must have active Fracttal X devices in order to select the device's MAC.

Meter API code

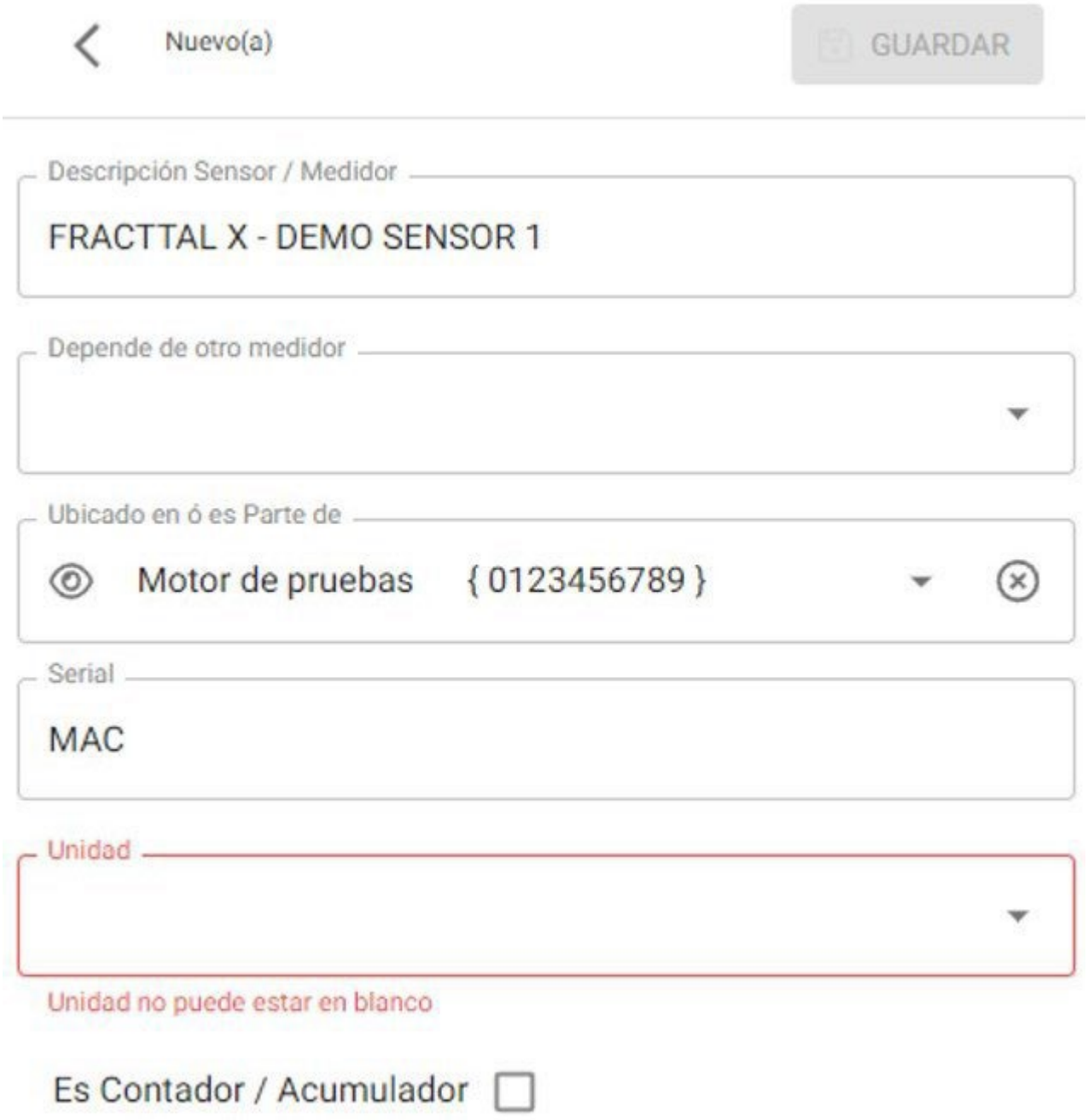
In the general information of the selected Fracttal X device, the API code of the meter will be available to perform the integration. The use of the API will be necessary to enter it in the Fracttal X configuration page, which we will see in the following section.



Note: The API code is required to display data on Fracttal meters and must be associated with its corresponding MAC.

Add new meter

By clicking on Meters in the Monitoring module of the Fracttal One main menu, using the add icon, you will see the window to create a meter, as shown in the following image. Create the meter with topology in easy to identify description including the type of sensor or variable of the meter.



Note:

1: **Depends on another meter:** It is optional, it is not necessary to make this operation.

2. **Located in or is part of:** The asset or part to associated with the meter must be selected.

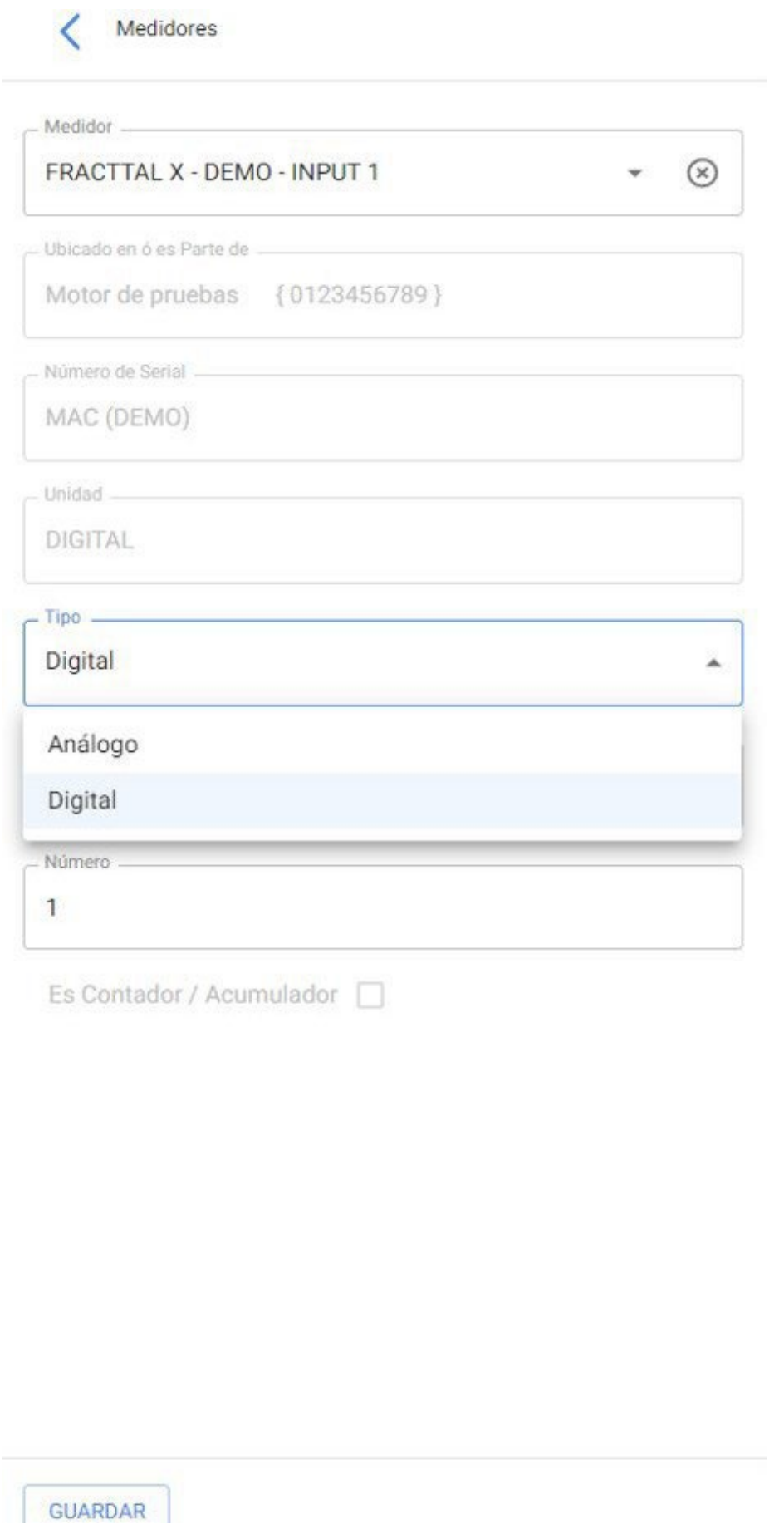
3. **Serial field:** It is optional to make reference to the MAC identification of the meter.

4. **Unit selected:** ESselects from the catalog of units according to sensor.

5. **Counter/ Accumulator:** Used to monitor cumulative variables such as mileage or hour meter.

Meter settings

Selecting the meter tab, we will have available the meter created later in the add new meter section, the associated data will be loaded as shown in the following image, to continue with the configuration we select the type of sensor and port number. The port configuration information is physically available on the Fracttal X device label, to finish we click on save.


Medidores
Medidor
FRACTTAL X - DEMO - INPUT 1
Ubicado en ó es Parte de
Motor de pruebas { 0123456789 }
Número de Serial
MAC (DEMO)
Unidad
DIGITAL
Tipo
Digital
Análogo
Digital
Número
1
Es Contador / Acumulador
GUARDAR

Note:

1: The use of easily identifiable meter topology is recommended,

2: The type of sensor selected must be in accordance with the Fracttal X model and its corresponding ports and available sensors,

Operation of my Fracttal X device

help.fracttal.com/en/articles/6718391-start-up-and-operate-my-device-fracttal-x

Turning on my Fracttal X device

Connect the equipment to a power source that complies with the power supply characteristics. The equipment turns on automatically, the system self-test screen will appear with the Fracttal X logo and a bar indicating the start-up process, as shown in the following image.

After finishing the power-on self-test, the initial screen will be displayed. Where we can observe the entry values recorded by the device and navigate the GUI of the device.

The unit will display the ON/OFF trigger on the screen.

OFF/ Red to indicate that the input signal is not active ON/ Green to indicate that the input signal is active

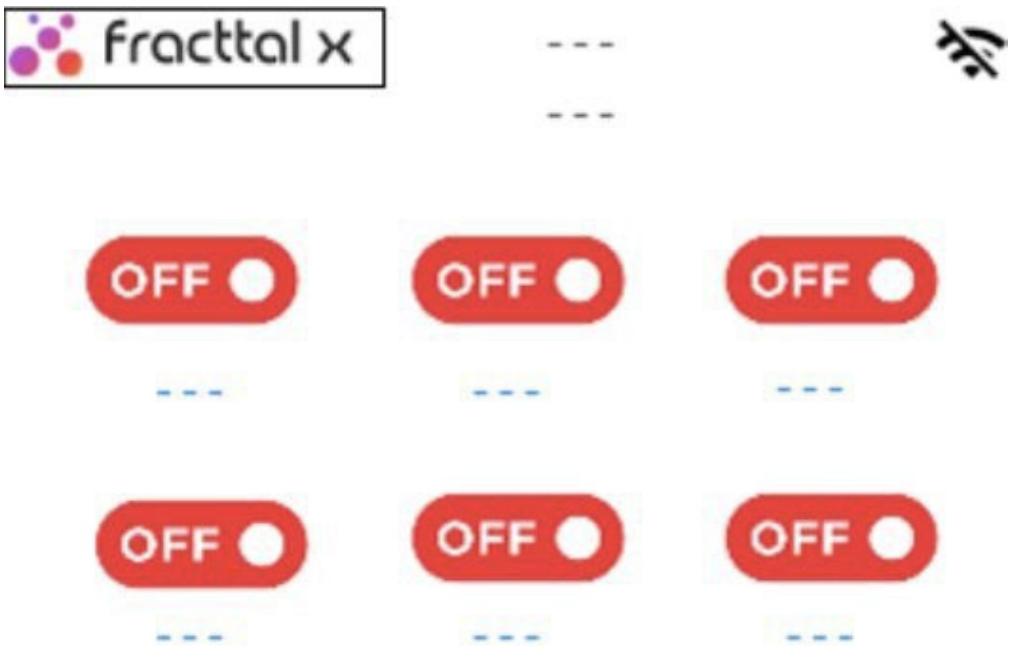
Fracttal X | Fracttal One settings

help.fracttal.com/en/articles/6719620-configuration-of-fracttal-x

To configure the equipment it is necessary to have a wifi network connection device and an internet browser. The configuration can be done using a tablet, a smartphone or a laptop, follow the steps described below in detail.

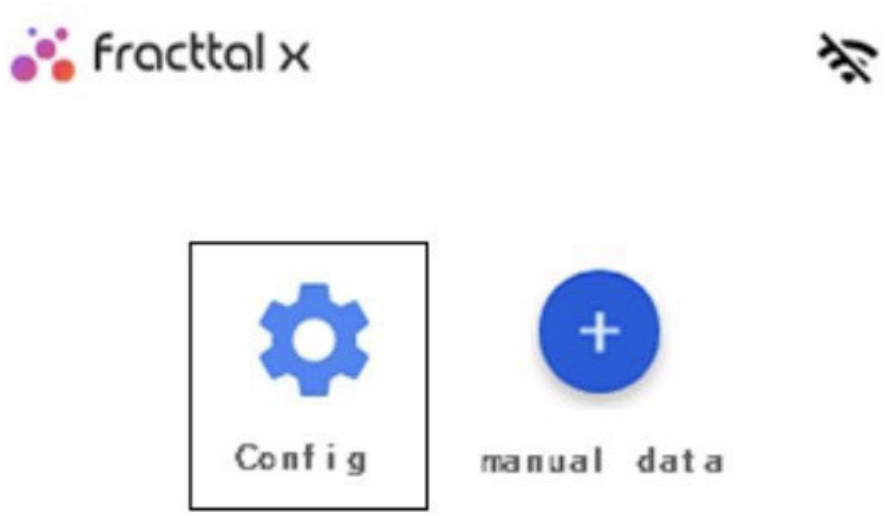
Step 1

Press the Fracttal X icon located at the top left of the device screen. The settings and reports screen will be displayed.



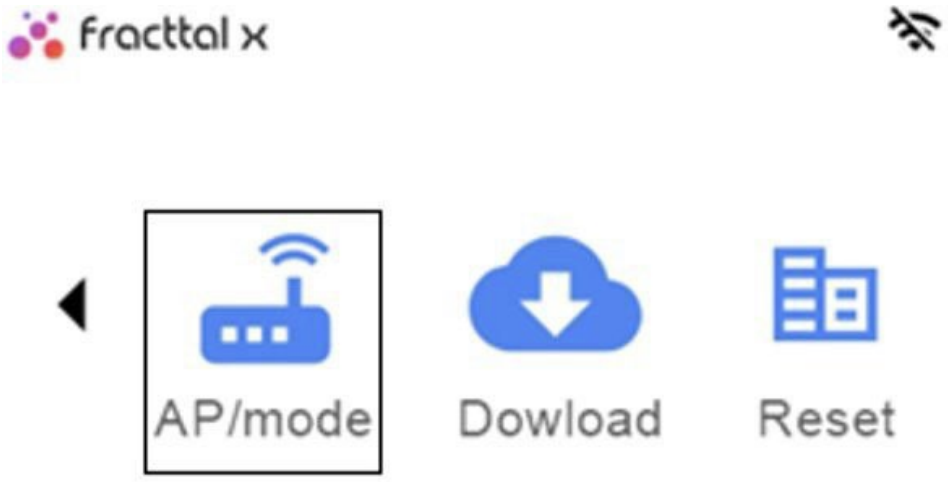
Step 2

Press the settings icon as shown in the following image to continue.



Step 3

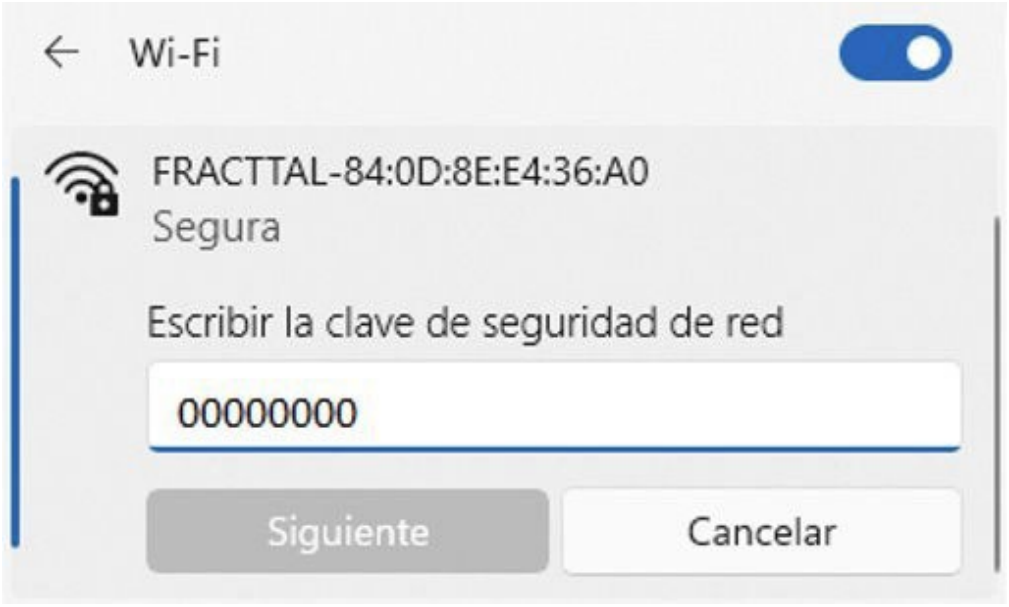
Press the AP/ mode icon as shown in the following image. To generate the Fracttal X device network.



Step 4

Subsequently, you will see the host screen with the FRACTTAL X domain name criteria and the IP address from the configuration page.

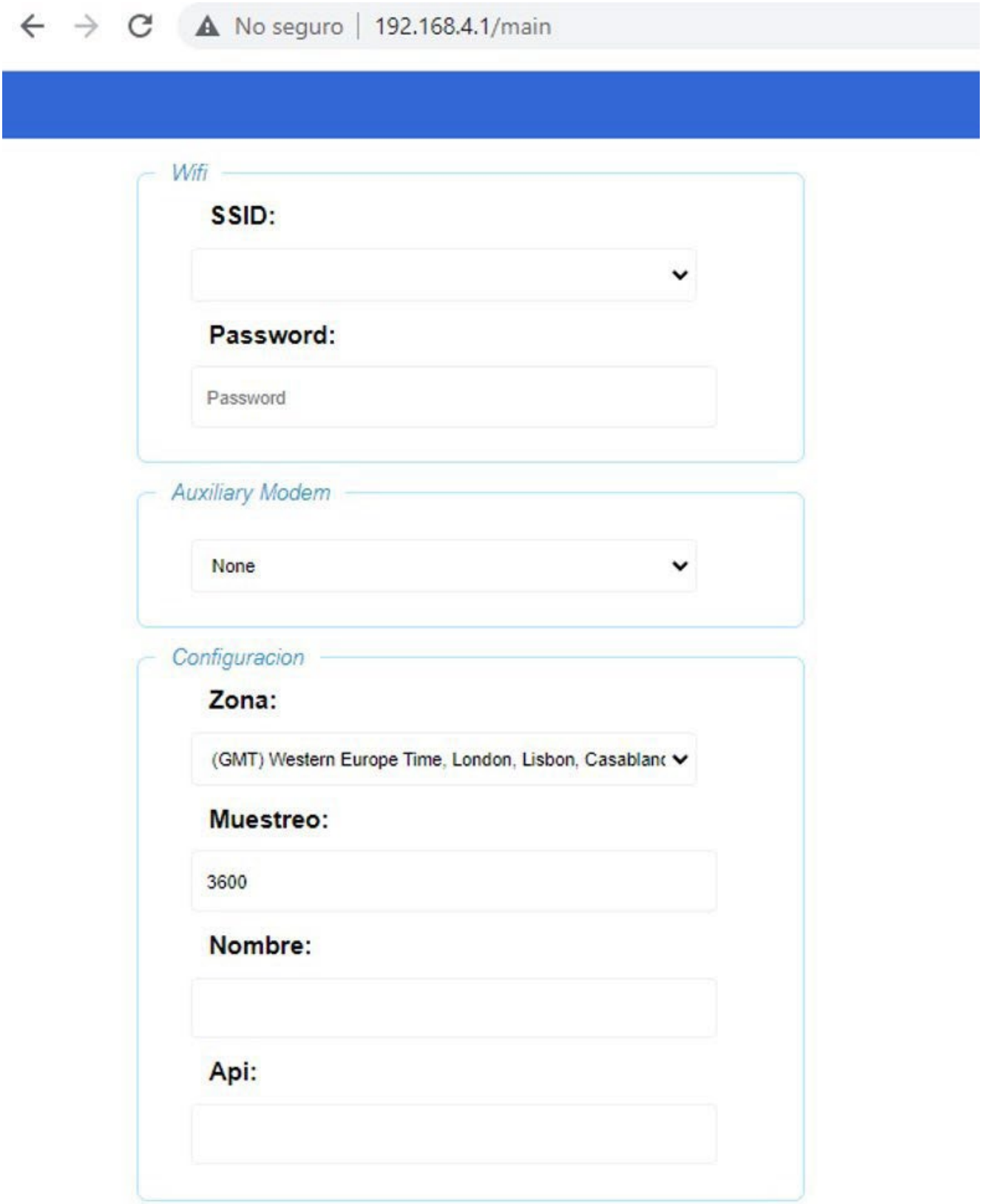
By entering the wifi network settings of a device such as a tablet, smartphone or laptop, the Fracttal X network will be available. Below is an example of the available network of a FRACTAL X + MAC device: 84:0D:8E:E4:36:A0, this ID number is unique for each device.



Web page settings for Fracttal X device

help.fracttal.com/en/articles/6719891-configuration-of-web-page-for-fracttal-device-x

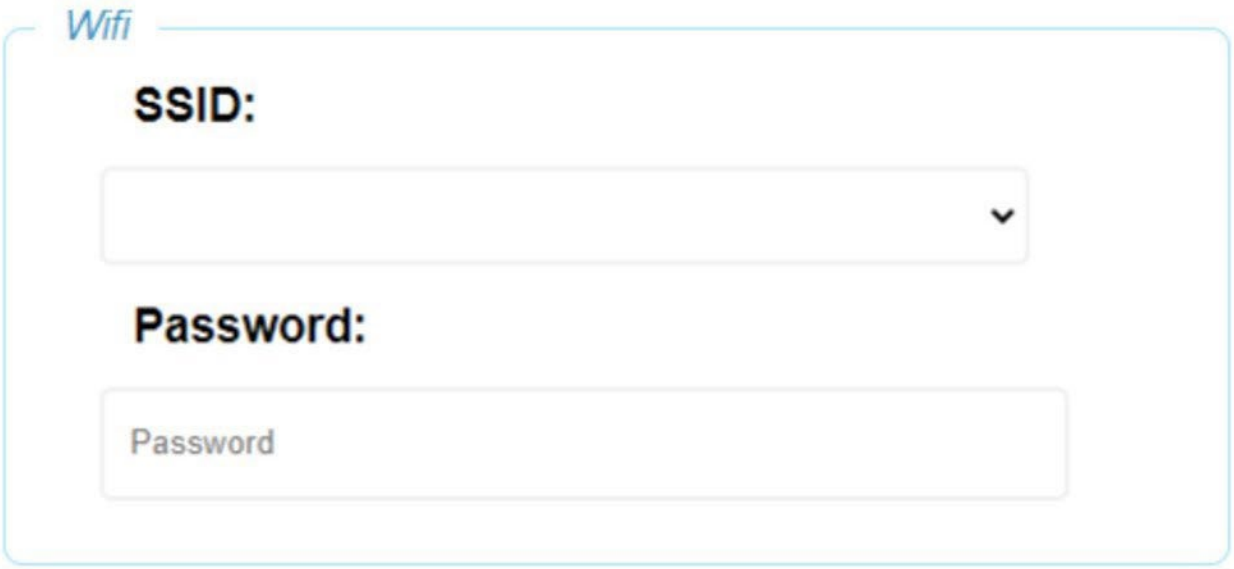
After establishing the connectivity of your device to the Fracttal X generated network. Open the internet browser on your device and type in the navigation bar the IP address 192.168.4.1, exactly as shown in the image, click on the enter key and the Fracttal X configuration page will be displayed.



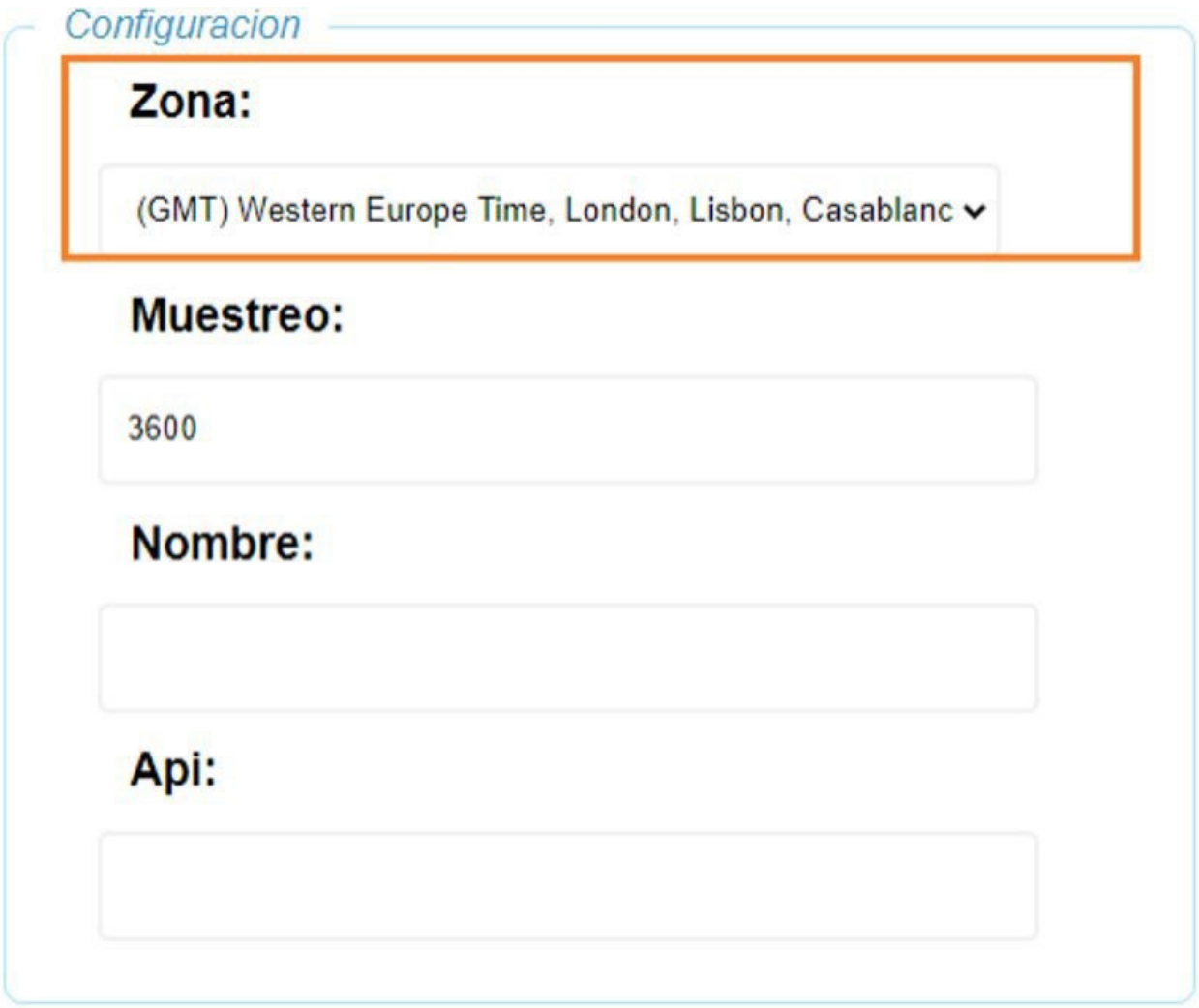
• **SSID:** Set the working wifi network for the Fracttal X, i.e. the wifi network designated for the IoT device. Select the tab in the SSID field as shown in the following image, the wifi networks available for connection will appear,

then enter the network password, if you do not have a password leave the field blank.

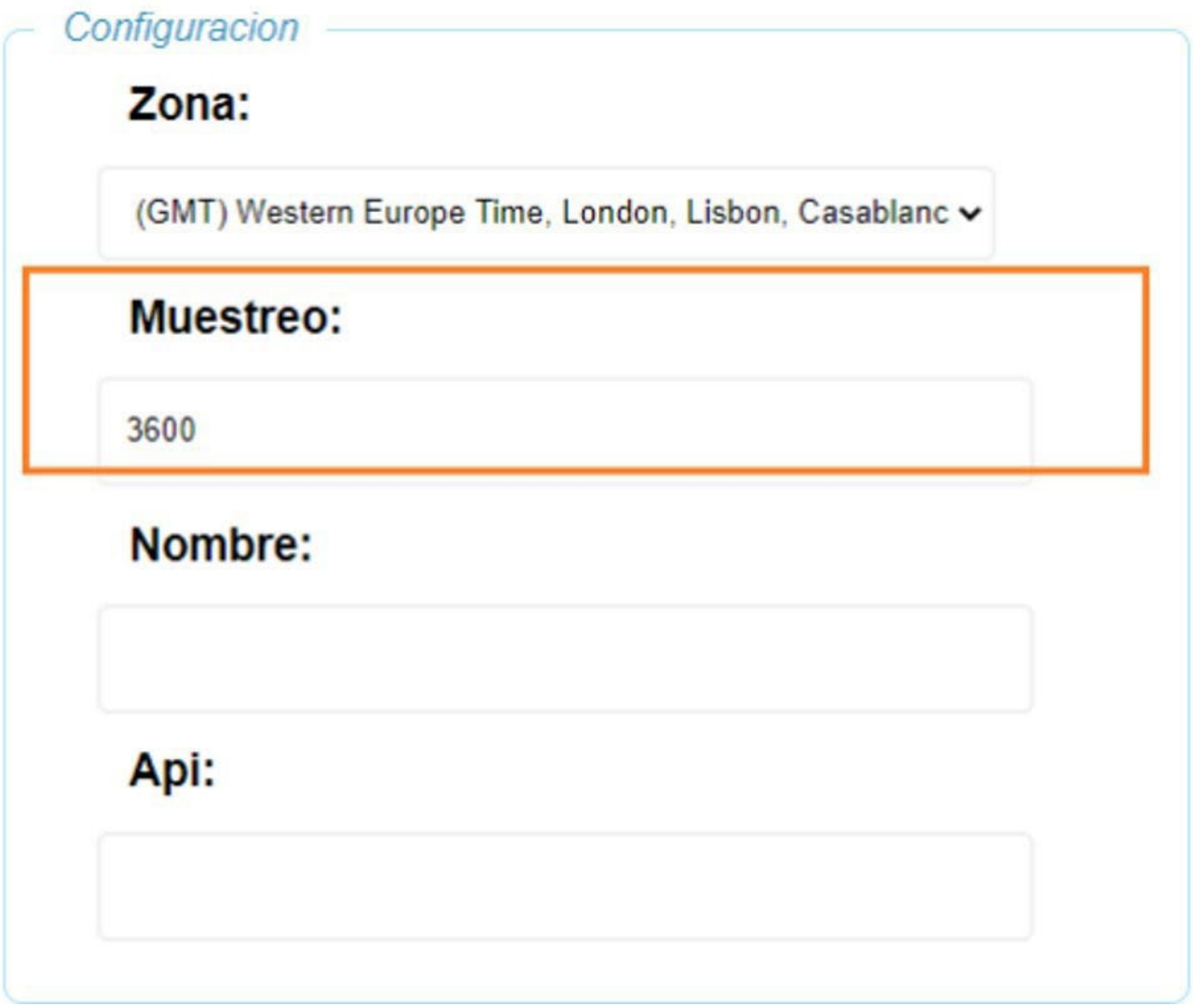
To connect to the internet via ethernet or GSM, the equipment must have the hardware available, select the network option and skip entering your wifi credentials.



• **Geographic zone:** Next, the geographic zone where the device will be located must be configured, this will help Fracttal X to configure its internal time according to its geographic location, with this configuration the data will be established in the Fracttal One platform. Selecting the drop-down list of the field, you will see the time zones available for configuration.

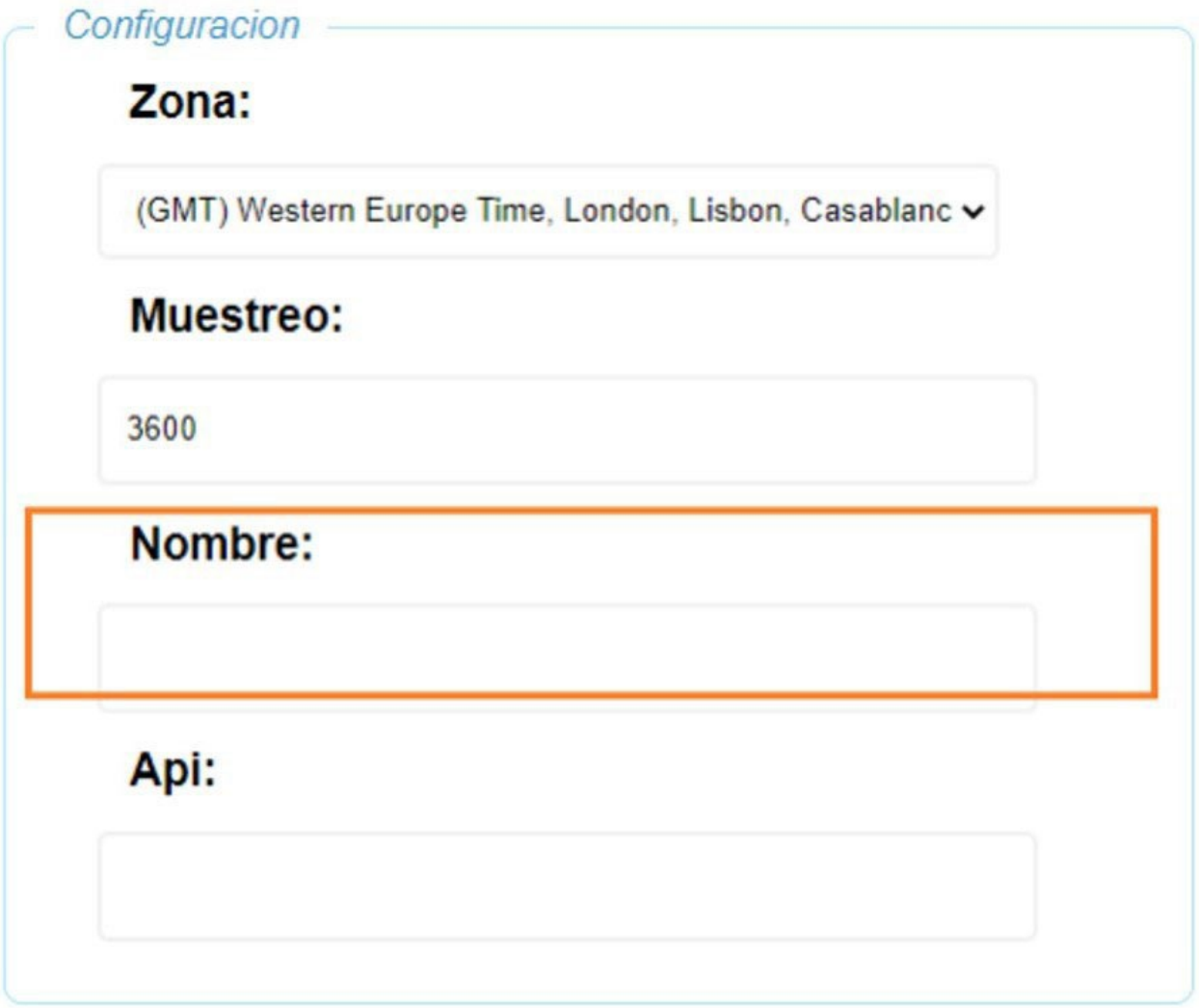


•**Sampling time:** This field allows configuring the number of seconds that the equipment will take to send data to the Fracttal One platform.



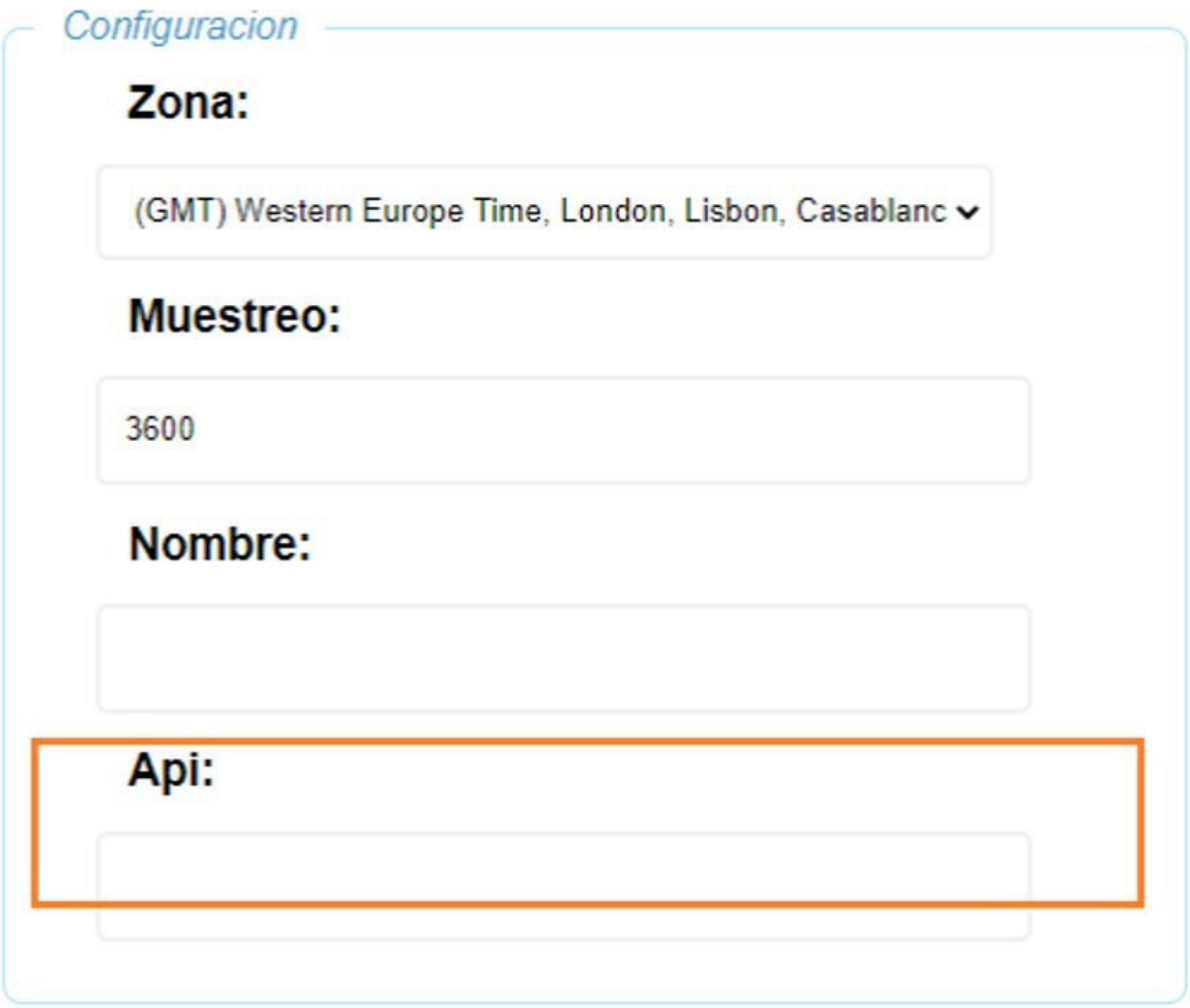
NOTE: Minimum sampling times of 1 hour are recommended.

•**Fracttal X Name:** Set a name for the device, it is recommended that you choose a name with easily identifiable typology, related to sensor, installation site or monitored asset.



Api Code: This allows communication with Fracttal X and transmits the data from the IoT devices to the Fracttal One CMMS software. To communicate between the devices and the platform it is necessary to enter the Api code, which is an alphanumeric text composed of 21 characters. The code will be active and visible in Fracttal One, in the monitoring module as seen in the previous section on entering a new Fracttal X.

When the user acquires Fracttal X, his local Fracttal provider will follow up and implement the activation.


Configuracion
Zona:
(GMT) Western Europe Time, London, Lisbon, Casablanc
Muestreo:
3600
Nombre:
Api:

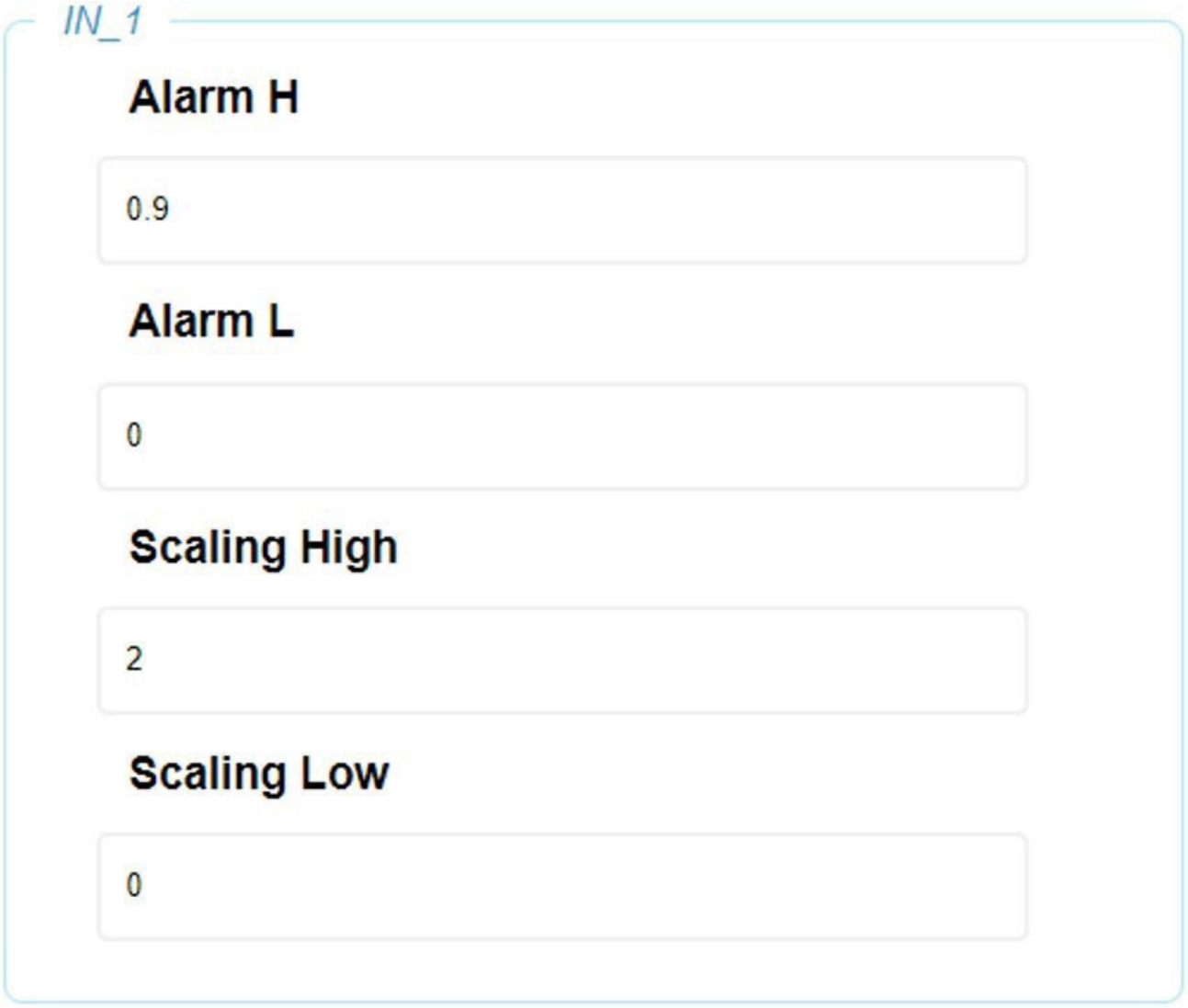
Alarm configuration in Fracttal device X

help.fracttal.com/en/articles/6725395-configuration-of-alarms-on-device-fracttal-x

The alarm configuration allows Fracttal X to send data to the platform, skipping the sampling time when the threshold is reached. Fracttal X is also equipped with a buzzer to activate the audible alarm on site when the programmed condition is met.

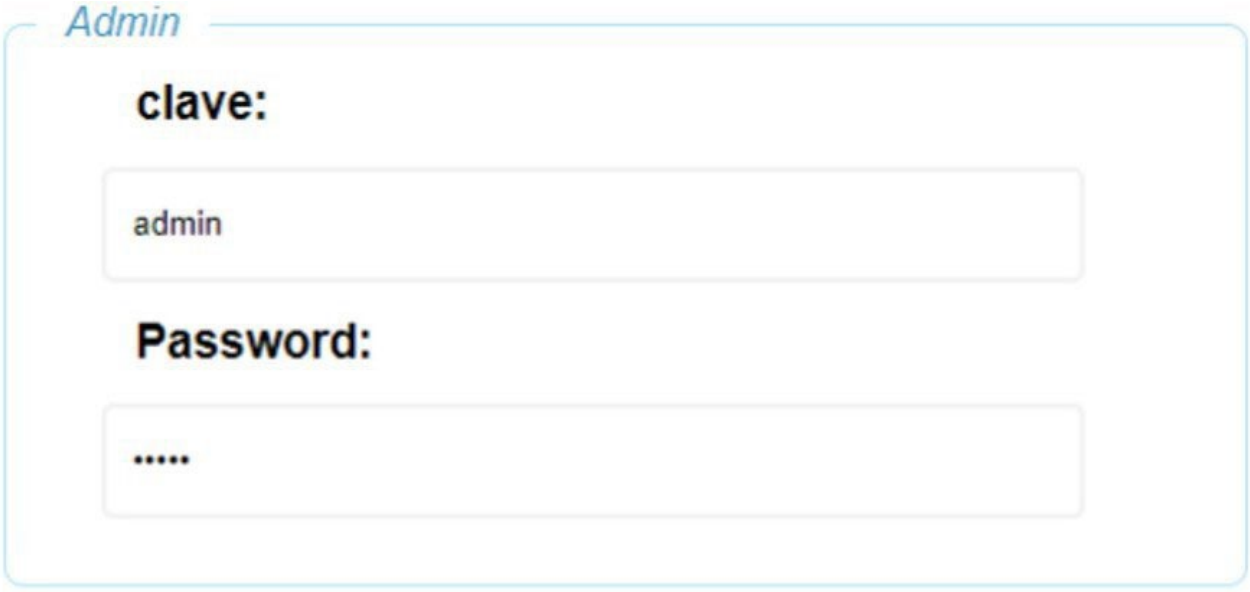
HIGH alarm: High alarm value limit HIGH alarm:

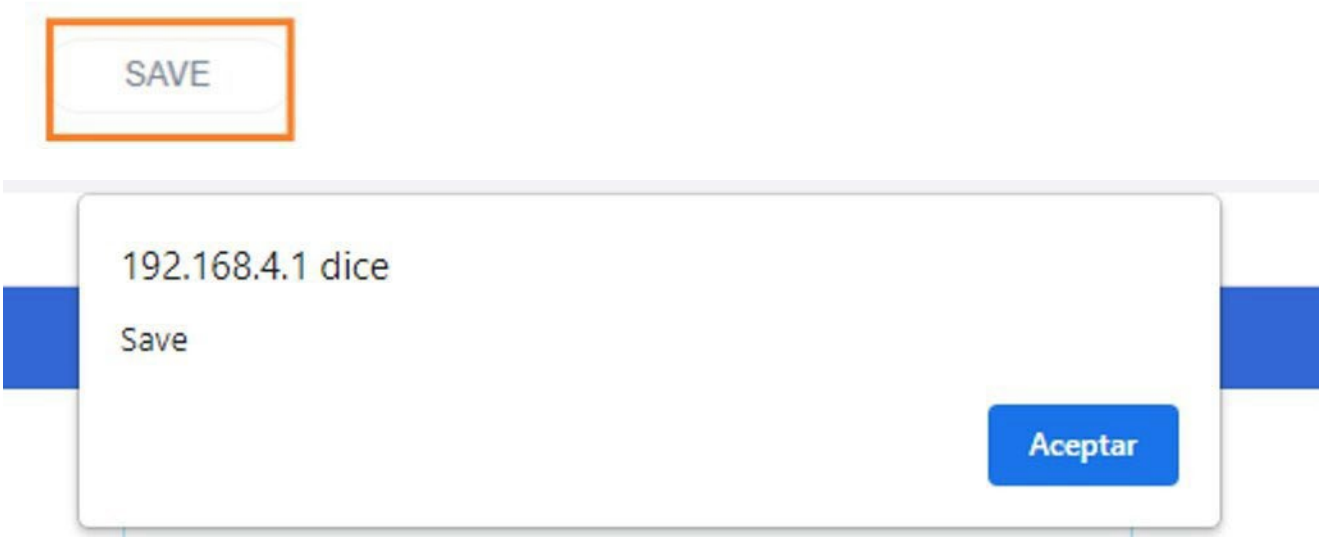
High alarm value limit LOW alarm: Low alarm



NOTE: Configure the available inputs or sensors according to Fracttal X model, for digital 1 logic alarm set the value to 0.9.

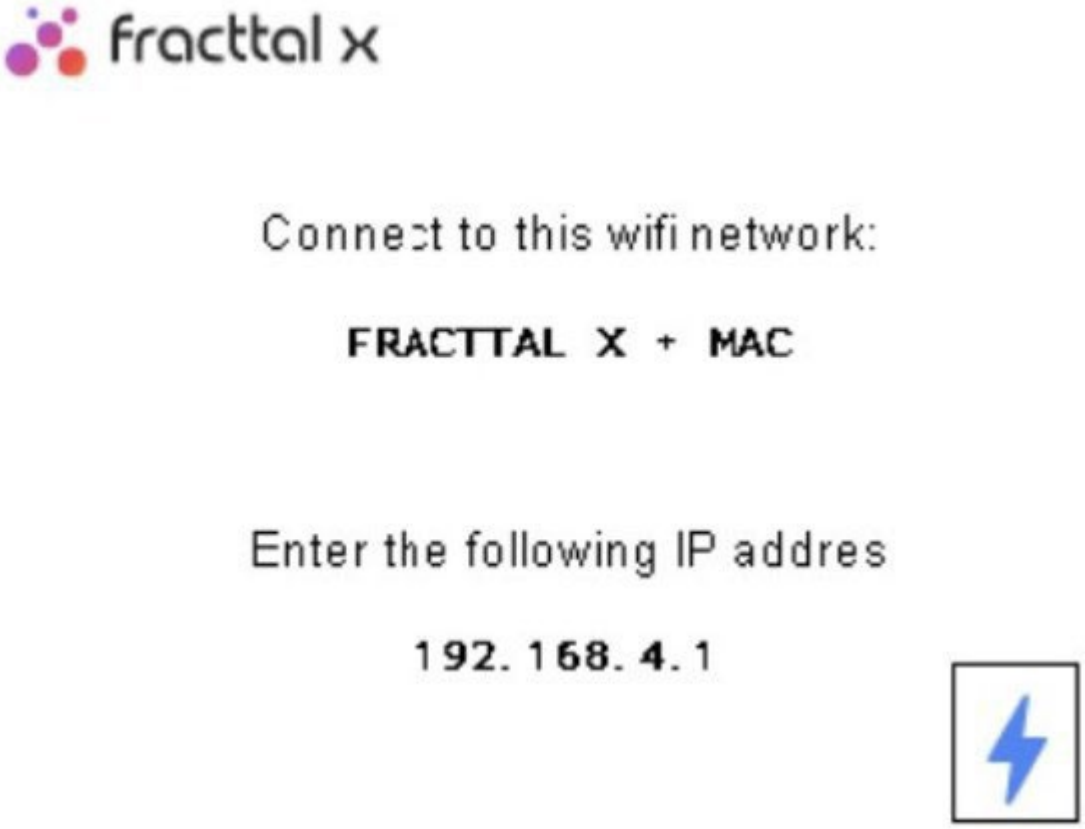
When you finish the settings press the SAVE button at the bottom of the web page to save the changes click OK and we are almost ready to transmit.





NOTE: If at the moment of pressing the SAVE button, the Accept window is not active, validate that the equipment is in AP/MODE screen, otherwise go back to enter and perform the configuration again.

This last step allows us to restart the equipment, by applying this process all the settings made will be saved in the internal memory of the Fracttal X, thus the equipment will start working on these settings. To do this, it is necessary to press the lightning bolt icon located at the bottom right of the screen.



NOTE: The equipment will restart automatically.

Verification of Fracttal device configuration x

help.fracttal.com/en/articles/6725625-fracttal-x-device-configuration-checks

To validate the correct network configuration of the equipment, click on the wifi network icon located at the top right of the screen.

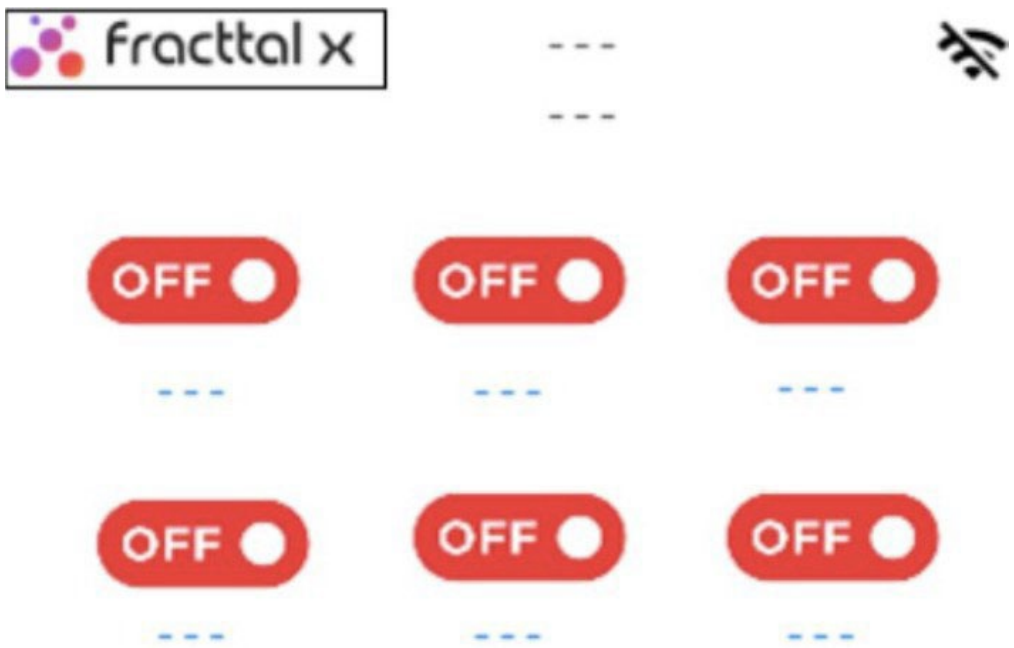
Next, you will see the device information screen. Here we can consult the correct and current configuration of the Fracttal X device, such as the MAC of the device, device model, IP address, Wifi network, current firmware version of the device and screen.

NOTE: The device MAC is the unique identification number for each device.

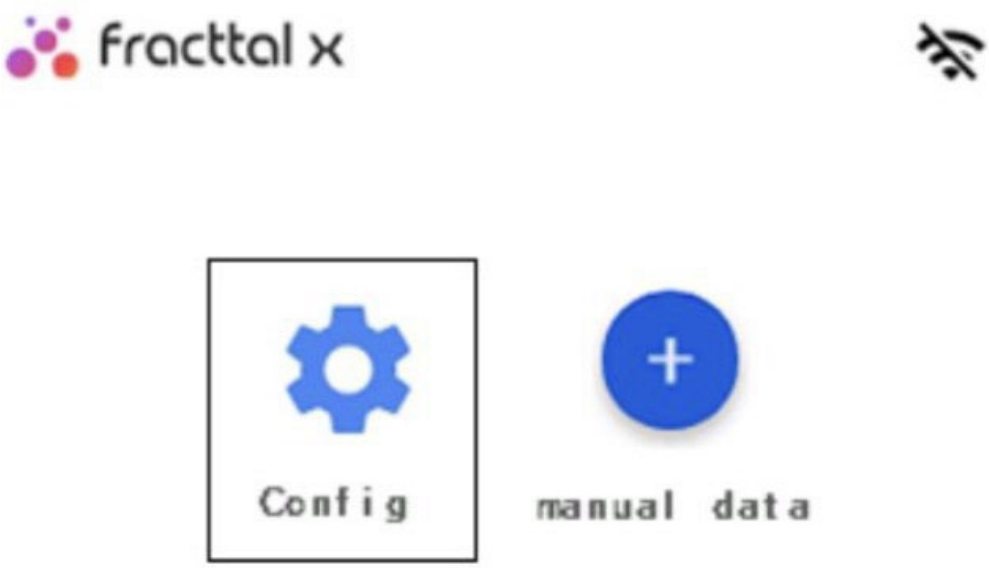
How to reset a Fracttal X device to factory settings.

help.fracttal.com/en/articles/6725627-how-to-reset-to-factory-meters-a-fracttal-device-x

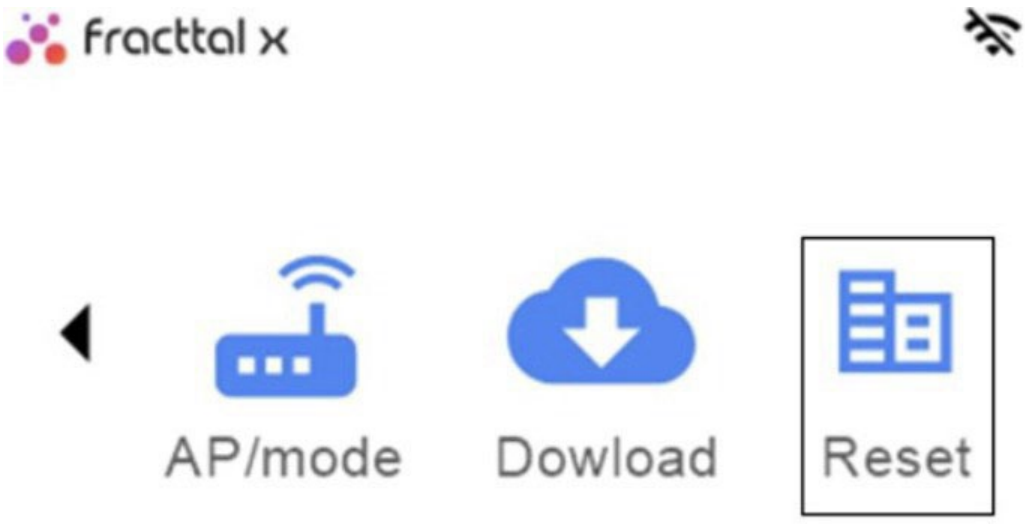
1: Click on the Fracttal logo located at the top left of the device screen. Next, the screen with the settings and reports icon will come into view.



2: To reset to factory default, press the configuration icon as shown in the following image, to generate report to Fracttal, press the Manual data icon this allows to generate real time event of the IoT devices.



3. You will see the settings screen. Press the reset icon on the right side to enter the factory reset confirmation screen.



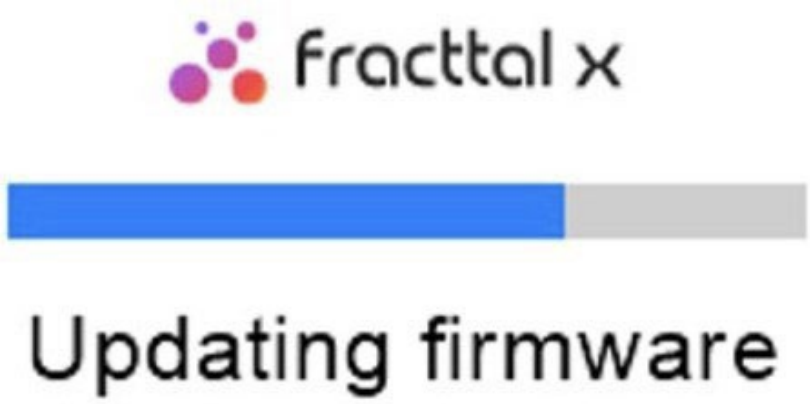
4. Pressing the Reset icon again will return the equipment to factory mode or default settings, the system will restart automatically.

Return to factory state

How to configure the automatic updates of a Fracttal X device.

help.fracttal.com/en/articles/6725647-how-to-configure-automatic-updates-on-a-fracttal-x-device

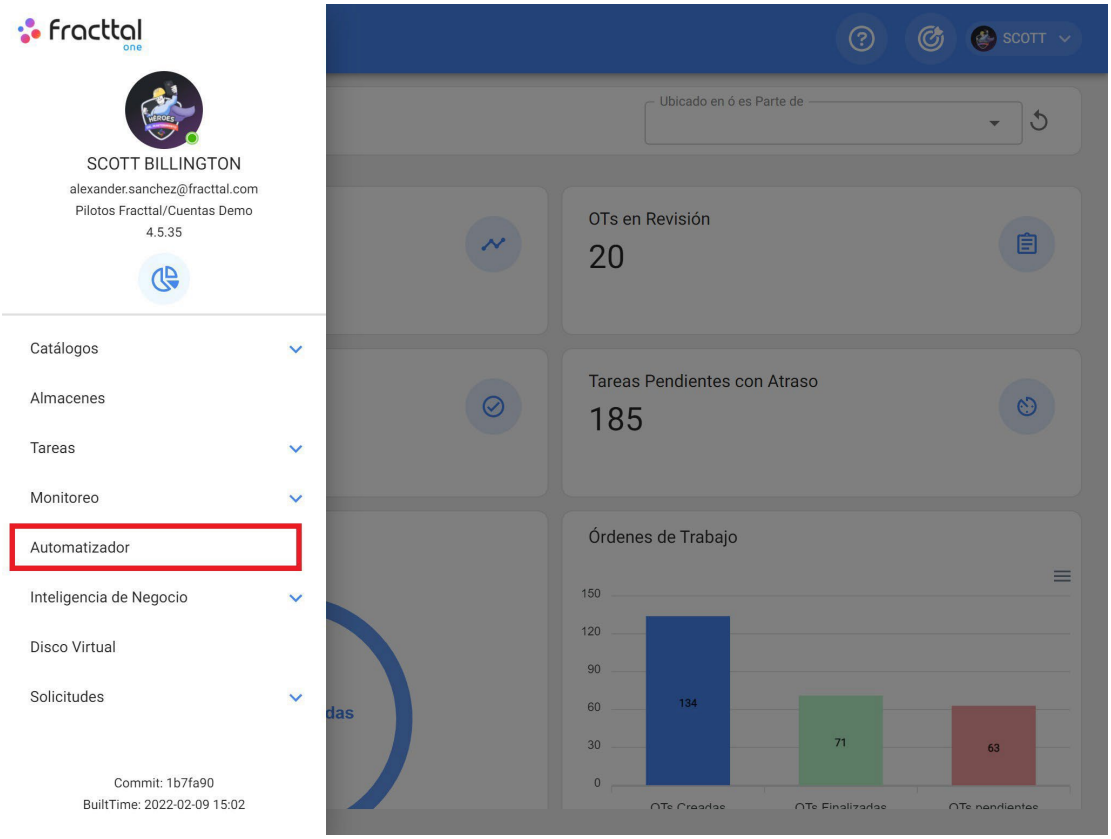
Fracttal X, has the ability to perform updates automatically, at the time of performing this operation will be displayed on screen Updating firmware, it is recommended not to turn off or disconnect the equipment while the update is performed, the download time is approximately 5 minutes depending on the quality of the network.



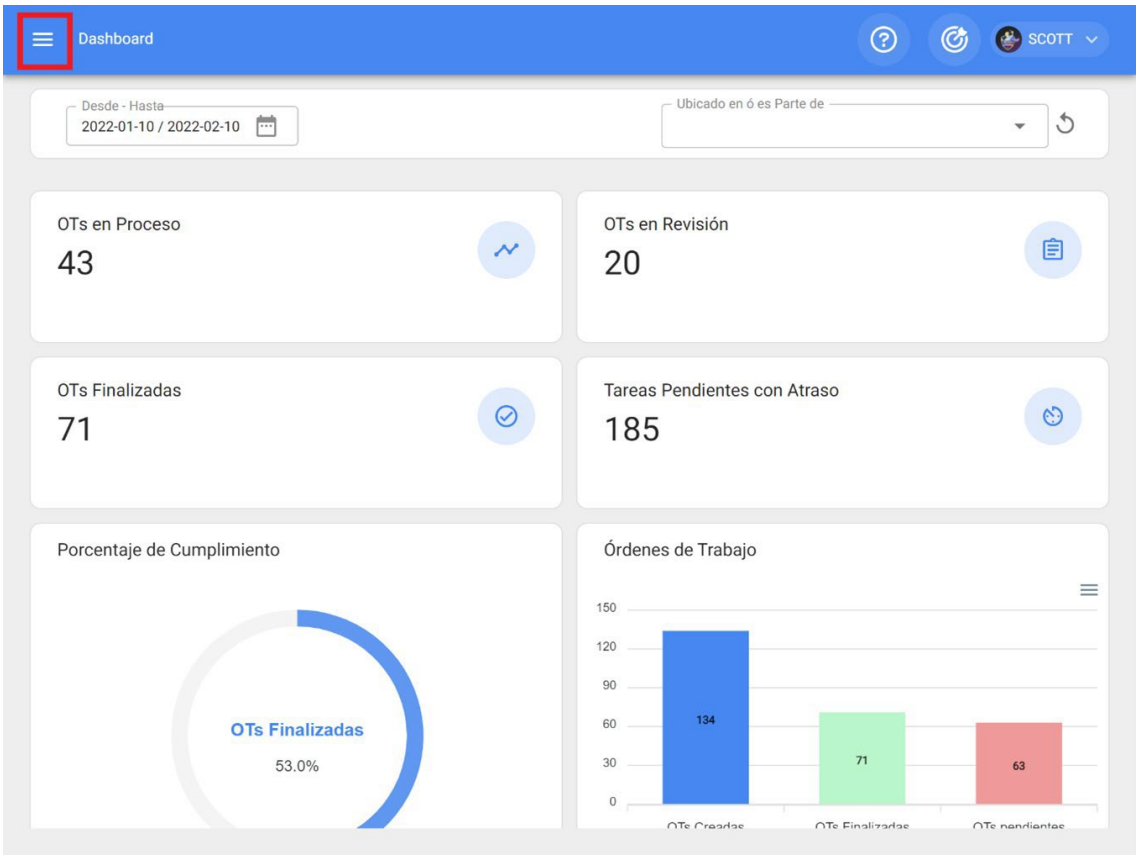
How to enter the module?

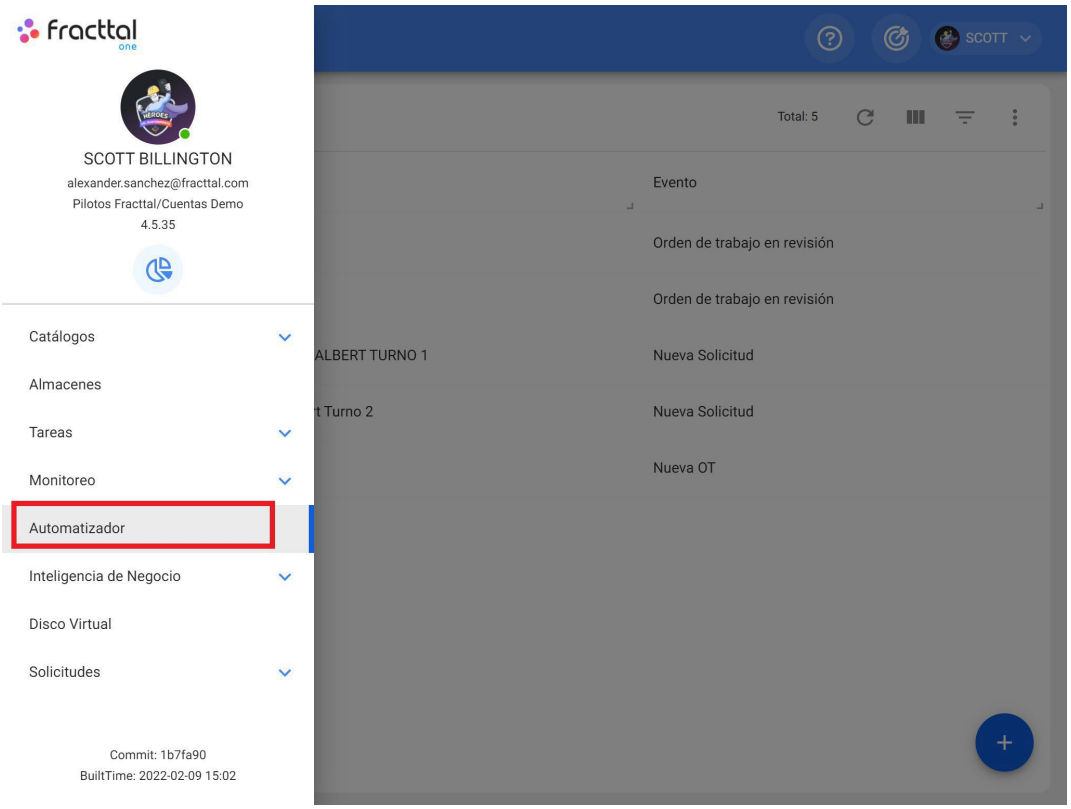
help.fracttal.com/en/articles/6000401-what-is-the-dispatcher-and-how-to-enter-the-module

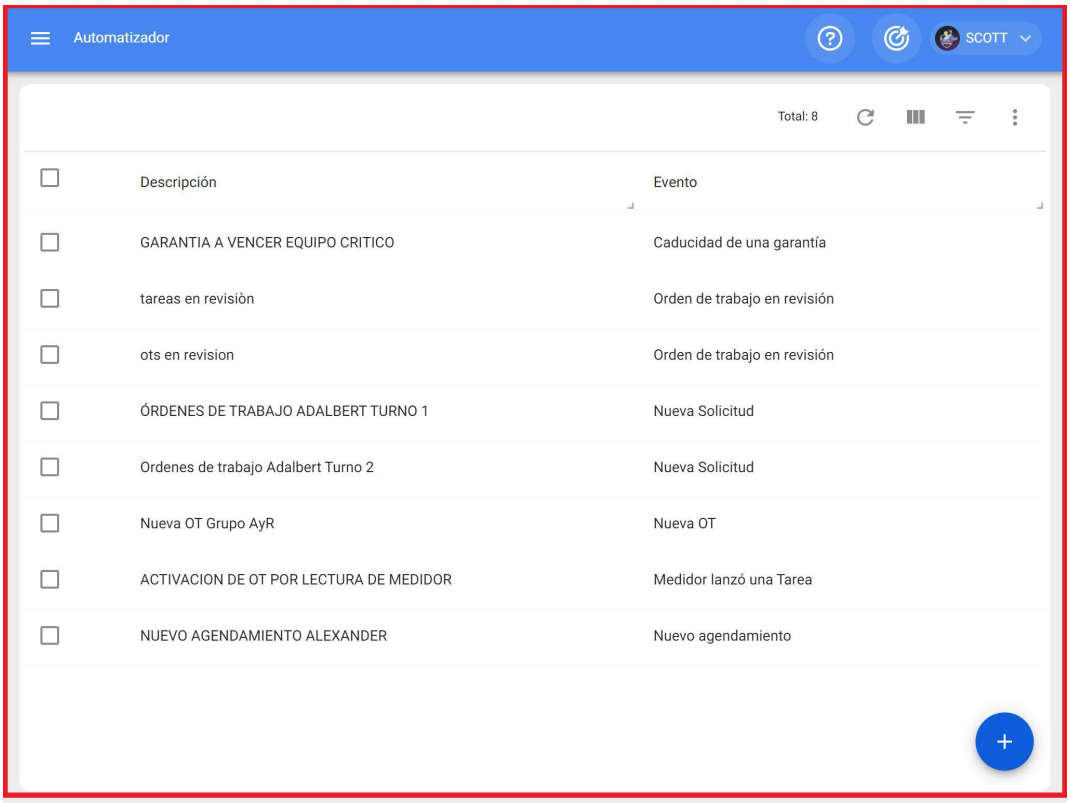
In this module you will be able to create logical rules that will allow you to customize the sending of notifications through e-mails, depending on the conditions and actions that you establish for the execution of these rules.



To enter the Dispatcher module, you must go to the main menu, drop down the options and then click on "Dispatcher" so that the system redirects you to the module in question.


Dashboard
SCOTT
Desde - Hasta
2022-01-10 / 2022-02-10
Ubicado en ó es Parte de
OTs en Proceso
43
OTs en Revisión
20
OTs Finalizadas
71
Tareas Pendientes con Atraso
185
Porcentaje de Cumplimiento
OTs Finalizadas
53.0%
Órdenes de Trabajo
150
120
90
60
30
0
134
71
63


fracttal
one
SCOTT BILLINGTON
alexander.sanchez@fracttal.com
Pilotos Fracttal/Cuentas Demo
4.5.35
Catálogos
Almacenes
Tareas
Monitoreo
Automatizador
Inteligencia de Negocio
Disco Virtual
Solicitudes
Commit: 1b7fa90
BuiltTime: 2022-02-09 15:02
SCOTT
Total: 5
Evento
Orden de trabajo en revisión
Orden de trabajo en revisión
ALBERT TURNO 1
Nueva Solicitud
t Turno 2
Nueva Solicitud
Nueva OT


Automatizador
SCOTT
Total: 8
Descripción
Evento
GARANTIA A VENCER EQUIPO CRITICO
Caducidad de una garantía
tareas en revisiòn
Orden de trabajo en revisión
ots en revision
Orden de trabajo en revisión
ÓRDENES DE TRABAJO ADALBERT TURNO 1
Nueva Solicitud
Ordenes de trabajo Adalbert Turno 2
Nueva Solicitud
Nueva OT Grupo AyR
Nueva OT
ACTIVACION DE OT POR LECTURA DE MEDIDOR
Medidor lanzó una Tarea
NUEVO AGENDAMIENTO ALEXANDER
Nuevo agendamiento

What kind of rules can be created?

help.fracttal.com/en/articles/6000418-what-kind-of-rules-can-be-created

The Dispatcher module is one of the most flexible in the platform in terms of customization, since there is the possibility of choosing between different modules and options to establish the most appropriate way to send notifications according to the requirements of the organization.

The following combinations may be applied:

Modules	Sub-module	Event
Assets	Locations	New installation
Assets	Locations	Edit installation
Assets	Locations	Remove installation
Assets	Equipment	New equipment
Assets	Equipment	Edit equipment
Assets	Equipment	Remove equipment
Warehouses	Entries	New entry
Warehouses	Purshase order	New purshase order
Warehouses	Purshase order	Cancel OC
Warehouses	Purshase order	Change status to full delivery
Warehouses	Outgoing	New outgoing
Warehouses	Stocks	Existence of an item is below the minimum level
Warehouses	Existence	Existence of an item is above the maximum level

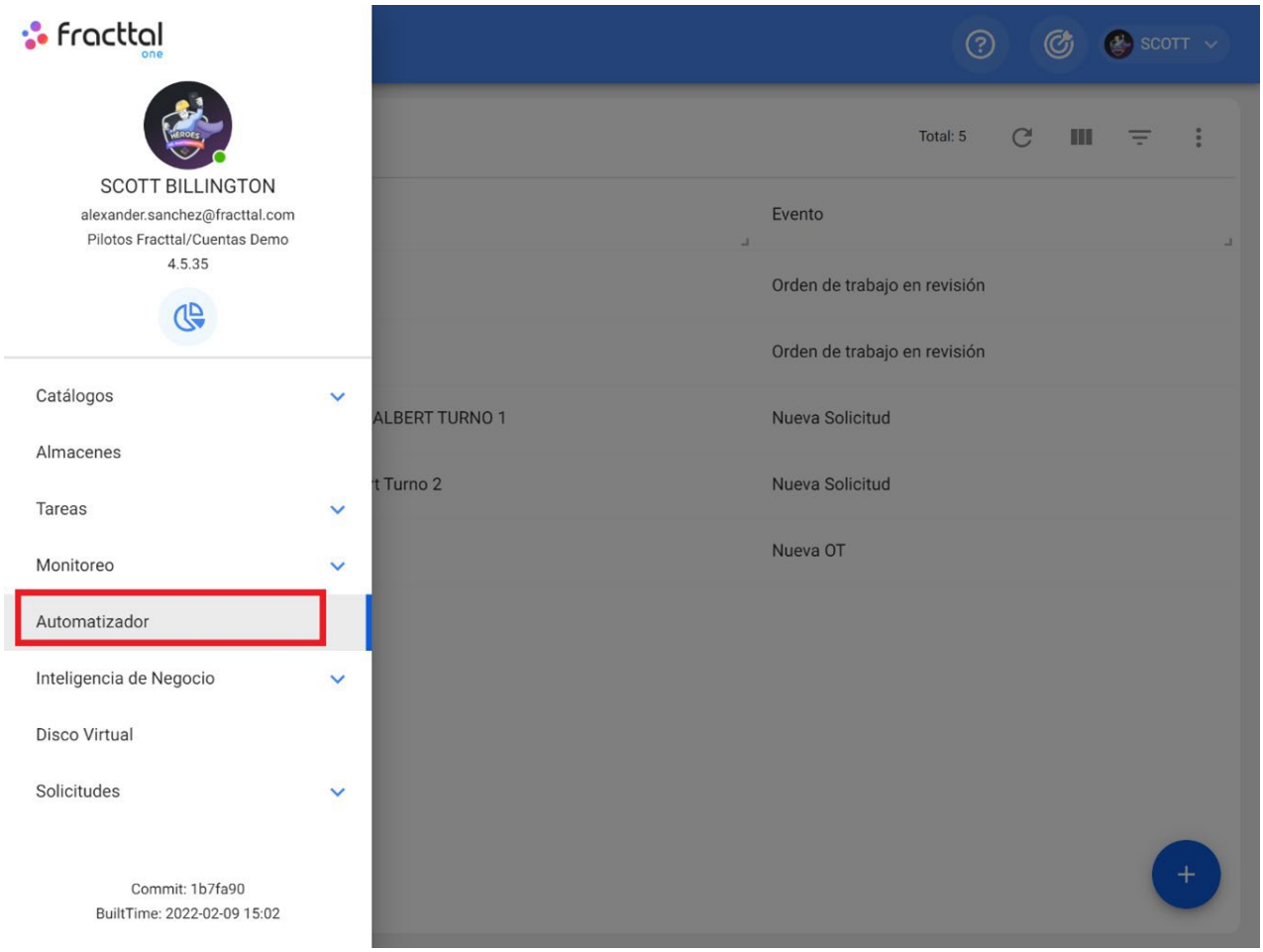
Warehouses	Material requisitions	New material requisition
Work management	OTS	Process Revision Work Order
Work management	OTS	New WO
Work management	OTS	Work Order under review
Work management	OTS	Canceled Work Order
Work management	OTS	Work Order completed
Work management	OTS	Expired work management in TOs
Work management	OTS	Update of readings by TOs
Work management	Pending work management	New Unplanned Unfinished Business
Work management	Pending work management	Issue Unplanned pending task
Work management	Pending work management	Overdue or pending work management
Work management	Budget	Approved Budget
Work management	Budget	New Budget
Monitoring	Meters	Meter launched a Task
Monitoring	Meters	Reading out of range
Monitoring	Meters	Meter without update
Settings	Document Management	Expiration of a warranty
Settings	Document Management	Expiration of a document

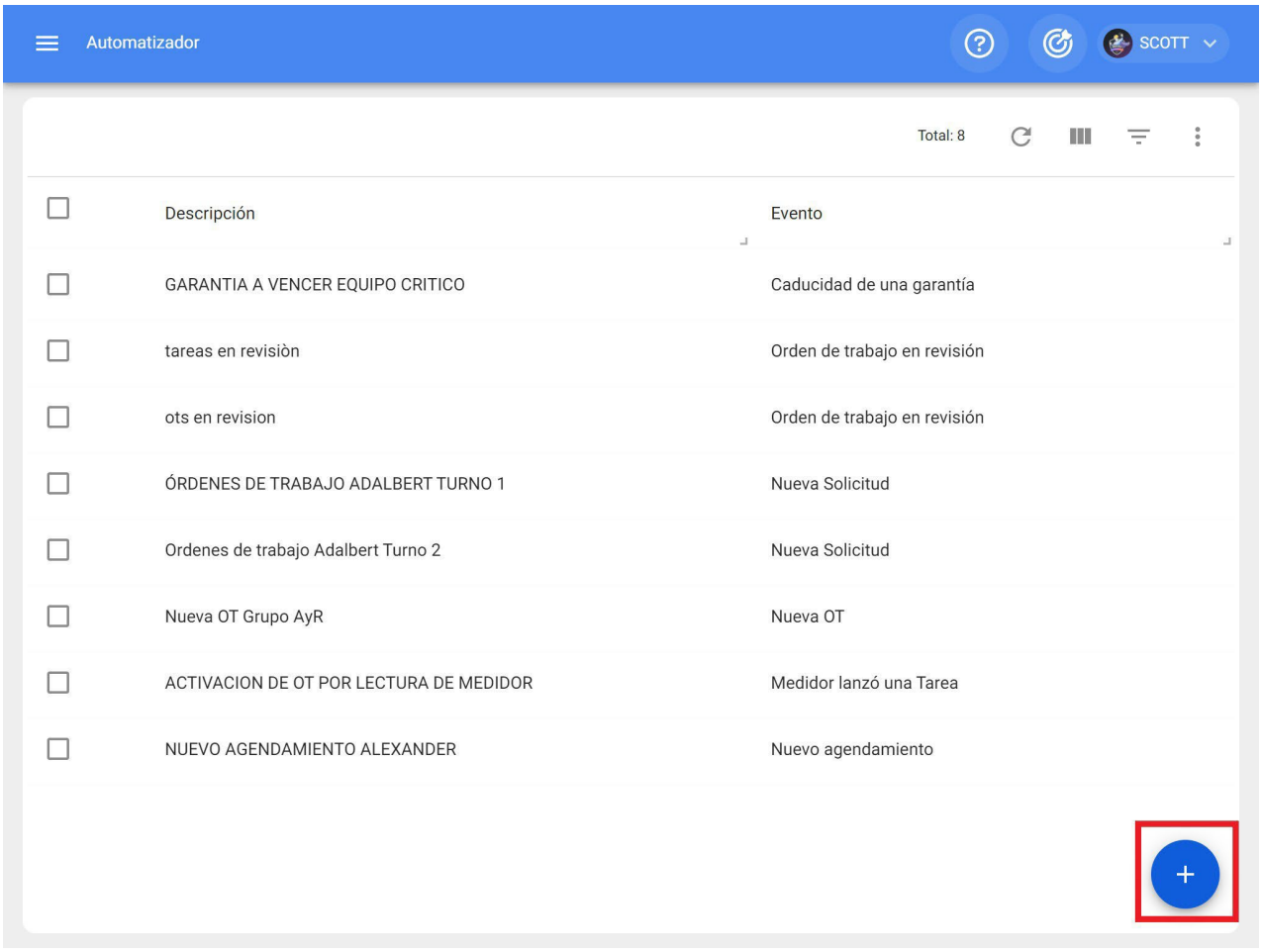
Work requests	My Applications	New Application
Work requests	My Applications	Change of status
Work requests	My Applications	Finalize a request
Teams	Agenda Programming	New scheduling

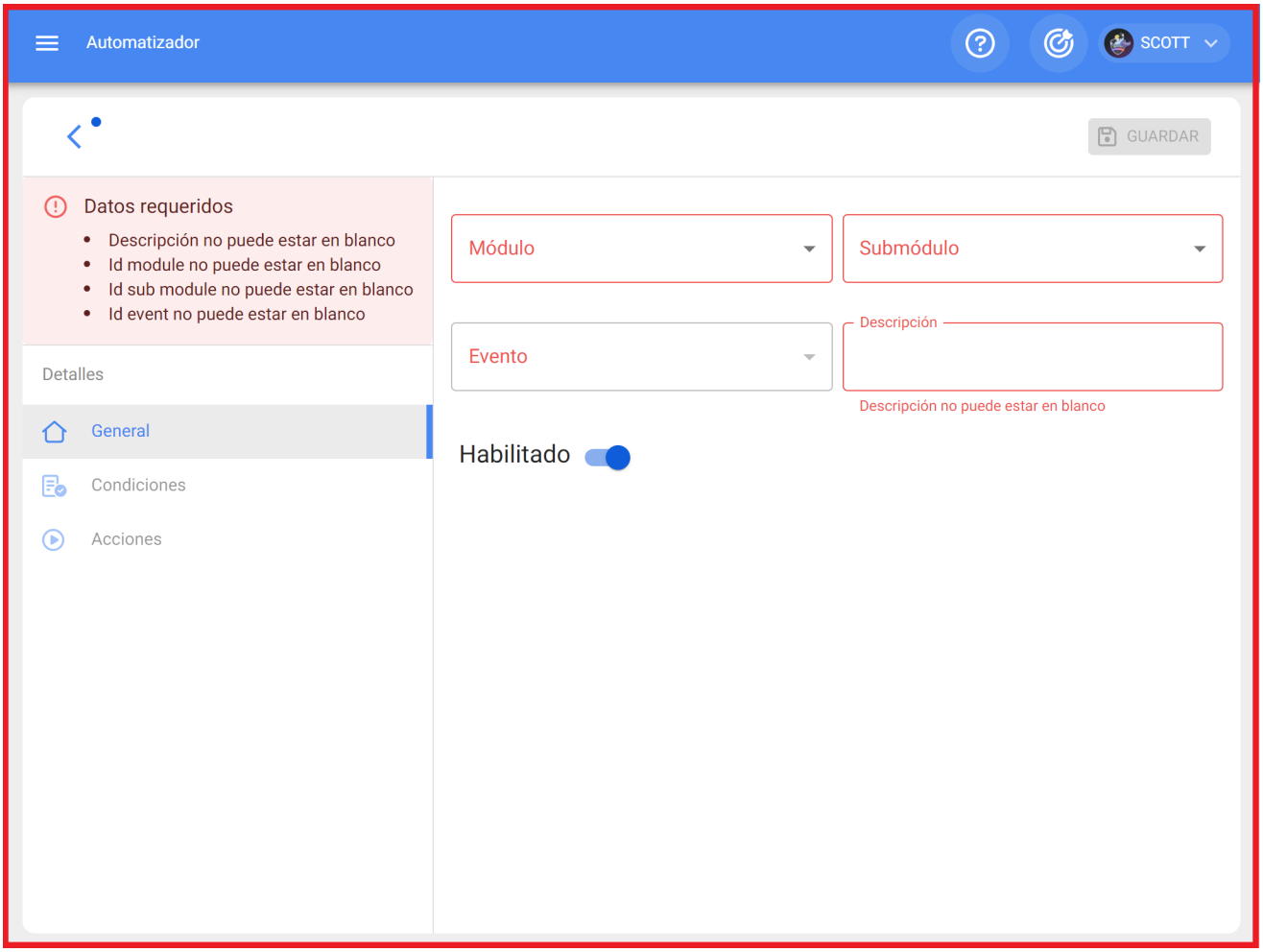
How to create a rule in the Dispatcher?

help.fracttal.com/en/articles/6000442-how-to-create-a-rule-on-the-Dispatcher

To create a new rule you must enter the Dispatcher module, then click on the add option located at the bottom right of the window to open a window where you can set the parameters of the rule you want to create.



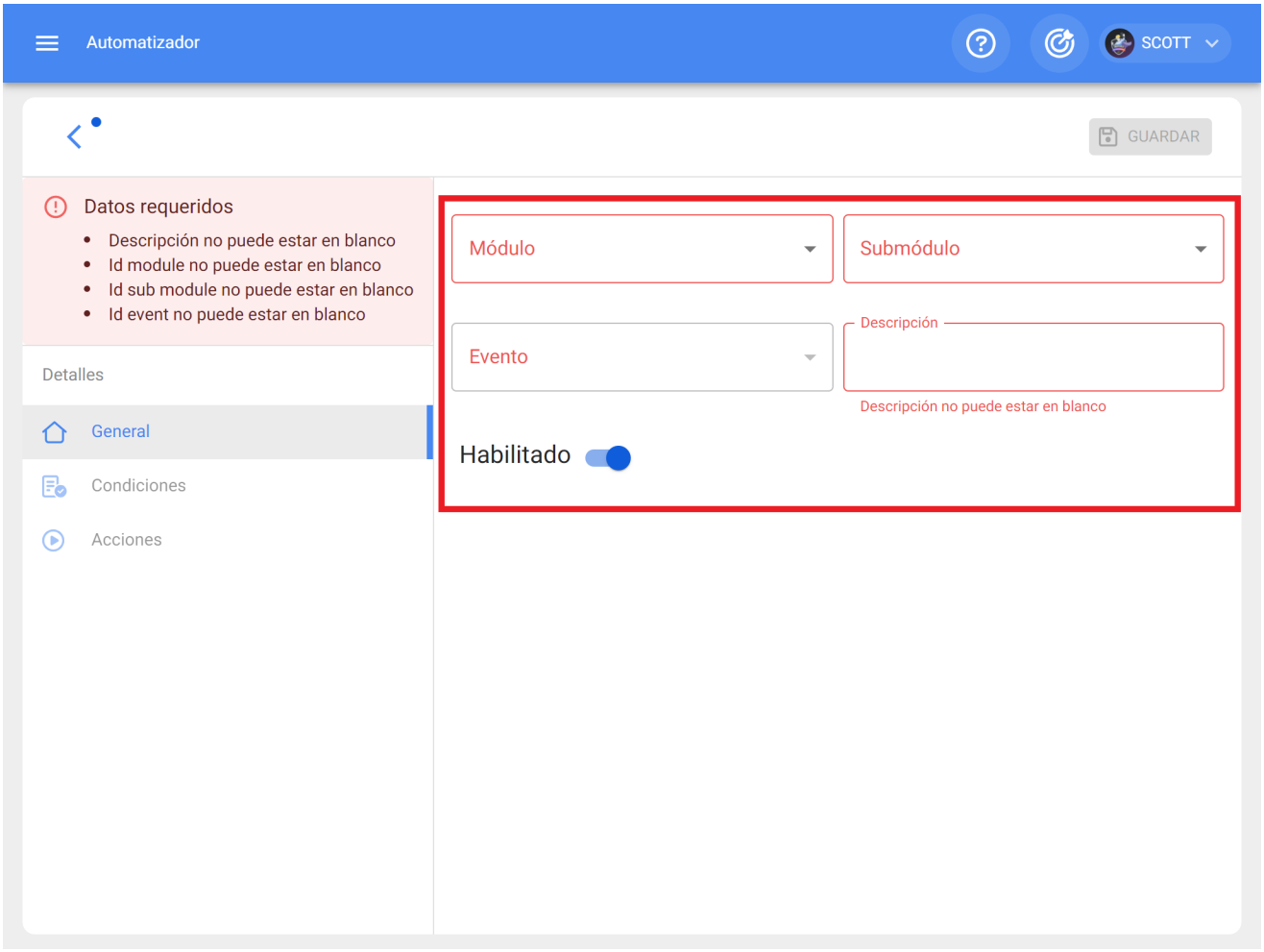

Automatizador
SCOTT
Total: 8
Descripción
Evento
GARANTIA A VENCER EQUIPO CRITICO
Caducidad de una garantía
tareas en revisiòn
Orden de trabajo en revisión
ots en revision
Orden de trabajo en revisión
ÓRDENES DE TRABAJO ADALBERT TURNO 1
Nueva Solicitud
Ordenes de trabajo Adalbert Turno 2
Nueva Solicitud
Nueva OT Grupo AyR
Nueva OT
ACTIVACION DE OT POR LECTURA DE MEDIDOR
Medidor lanzó una Tarea
NUEVO AGENDAMIENTO ALEXANDER
Nuevo agendamiento



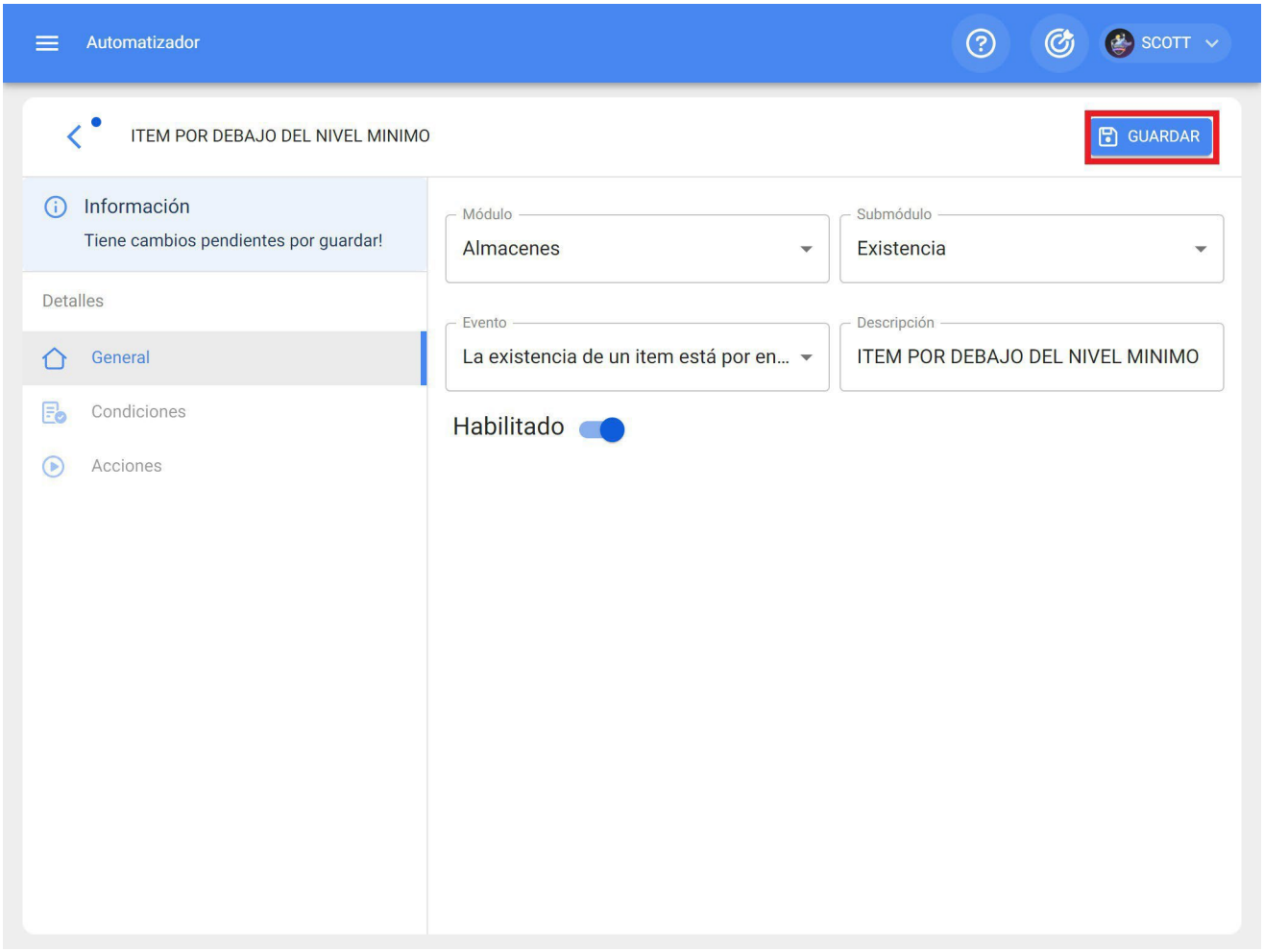
In this last window you will find the following three tabs:

General

Tab composed by a series of options that will allow you to choose on which module, sub-module and event the rule in question will be established, as well as to add the name you want in the description field.



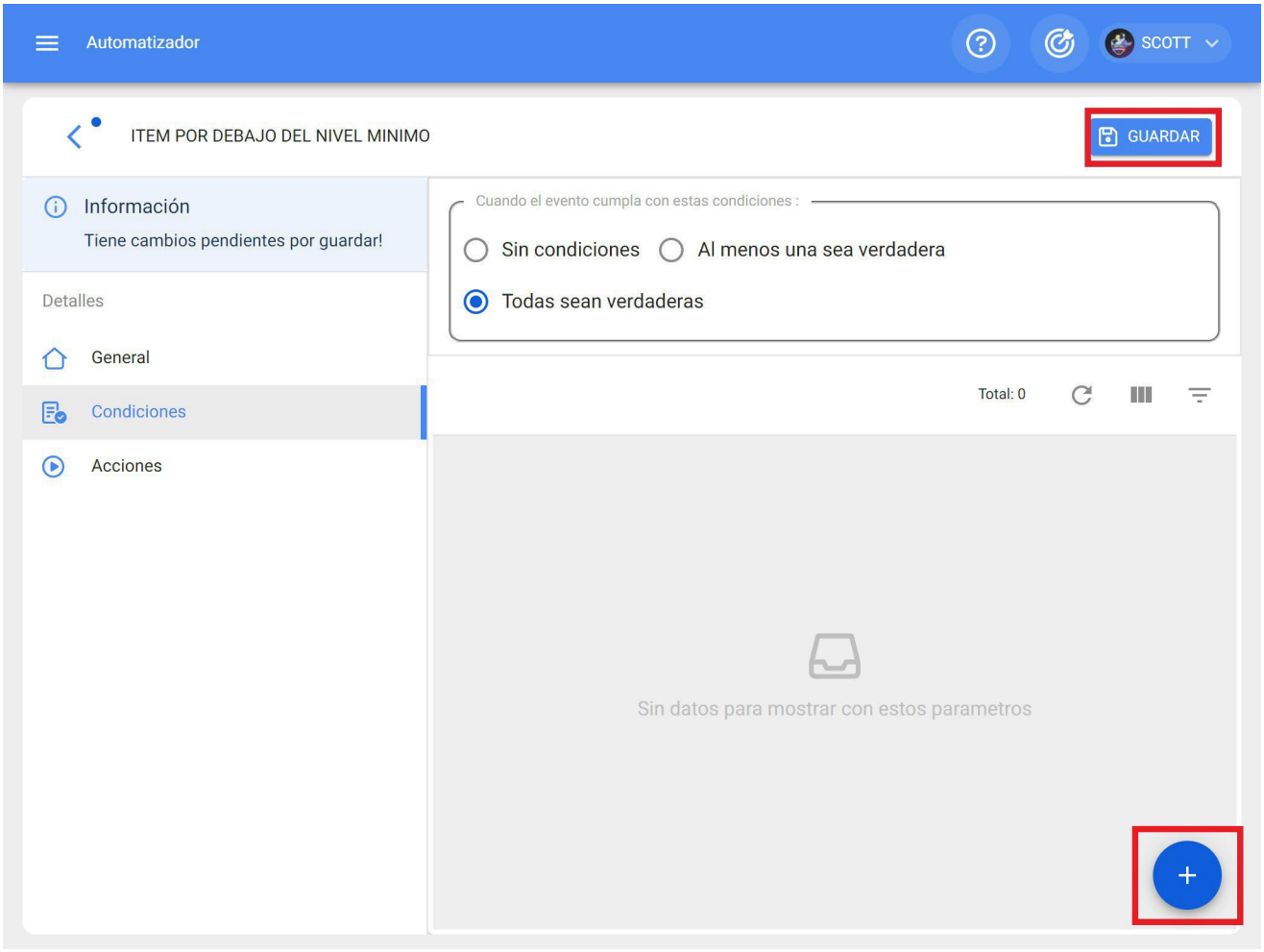
It should be taken into consideration that once the information in the general tab is completed, the save option must be clicked in order to enter the following tabs of Conditions and Actions.



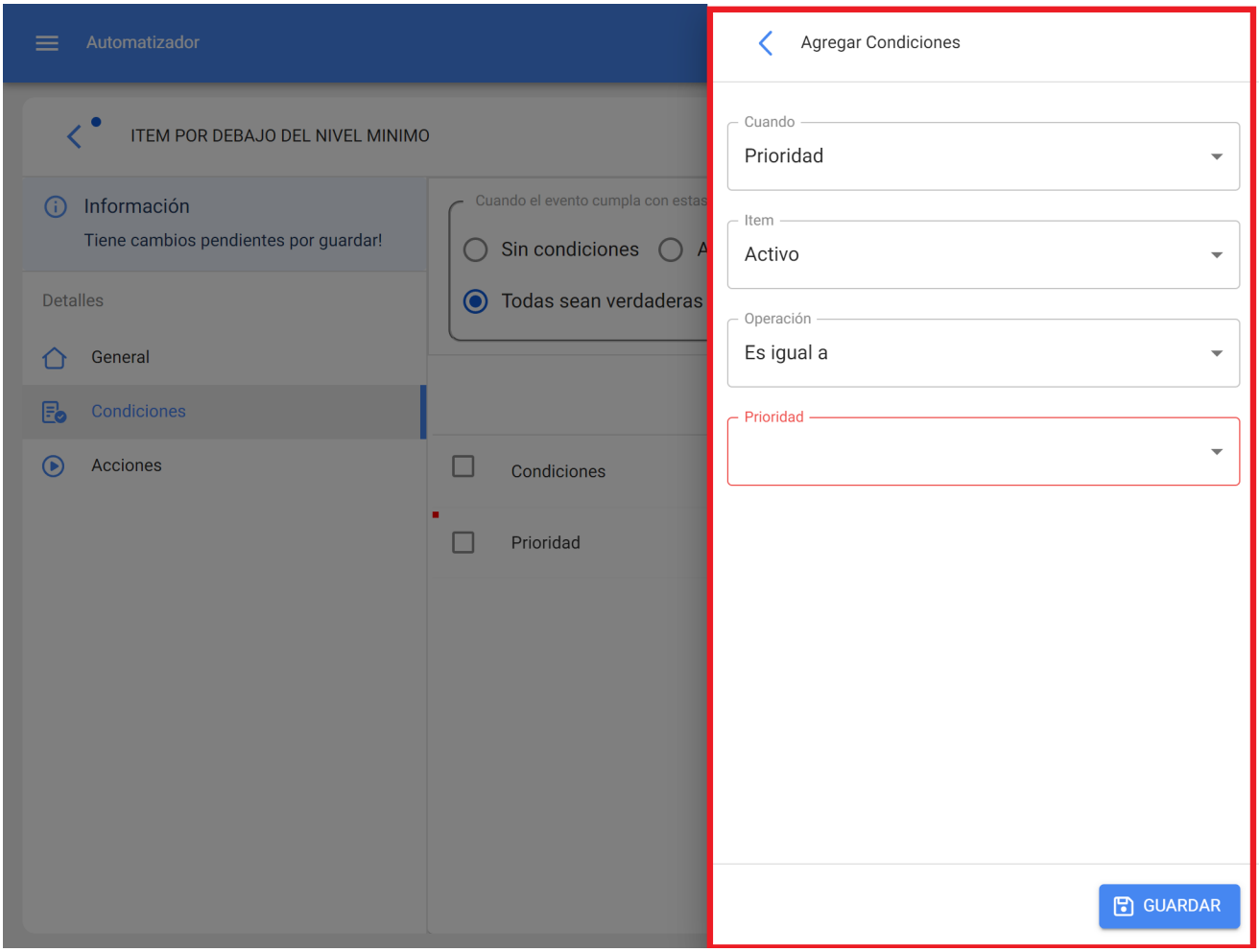
Note: To see the possible combinations that can be made to generate a rule, see section on "*What type of rules can be created?"*

Conditions:

Tab where you have the option to indicate whether the rule will be subject to conditions or not. If it is indicated that the rule has a condition, the condition must be added by clicking on the add button at the bottom of the window.

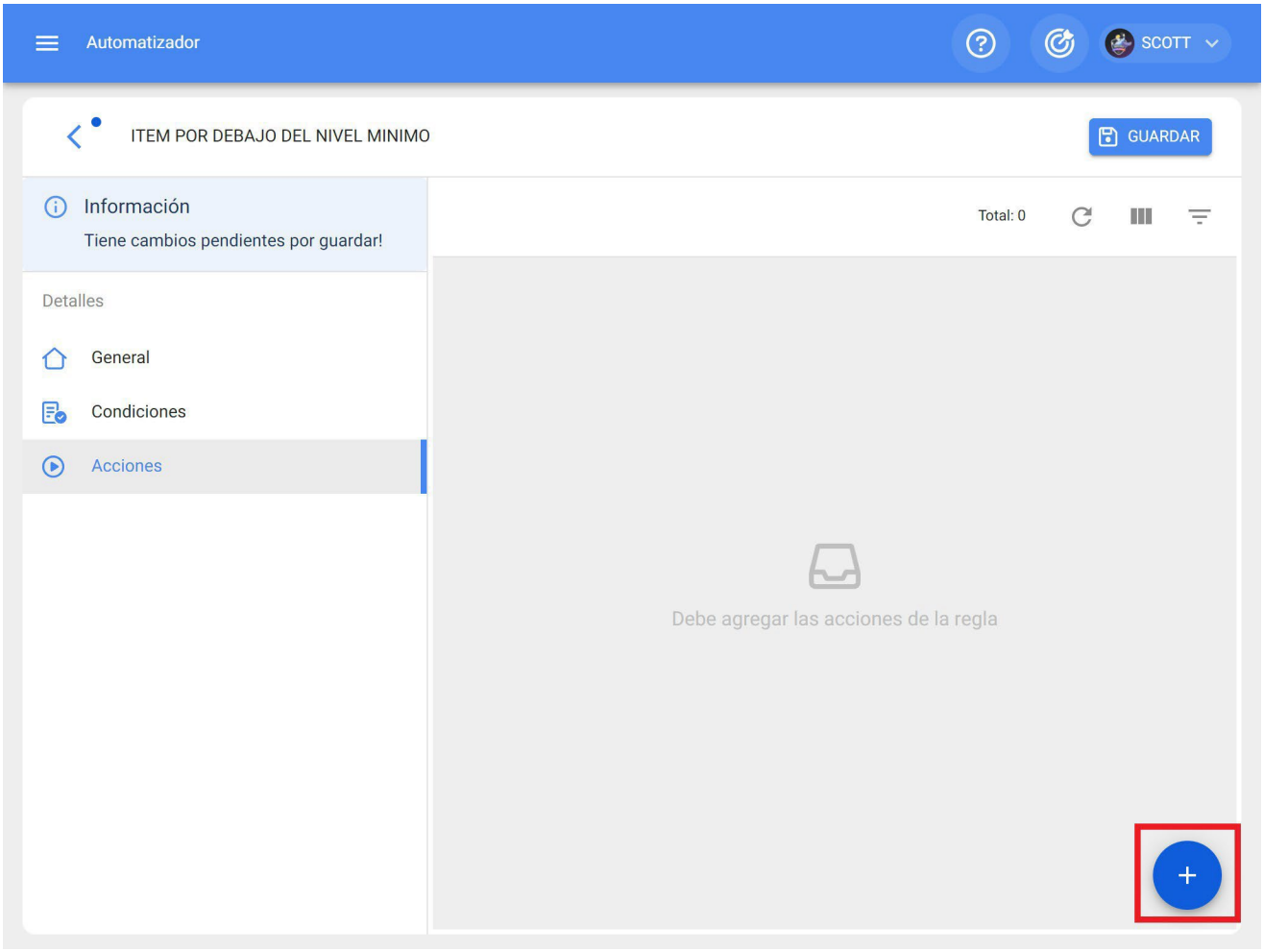


Once clicked, a new window will be displayed where the available conditions must be added according to the module and previous options that have been established.

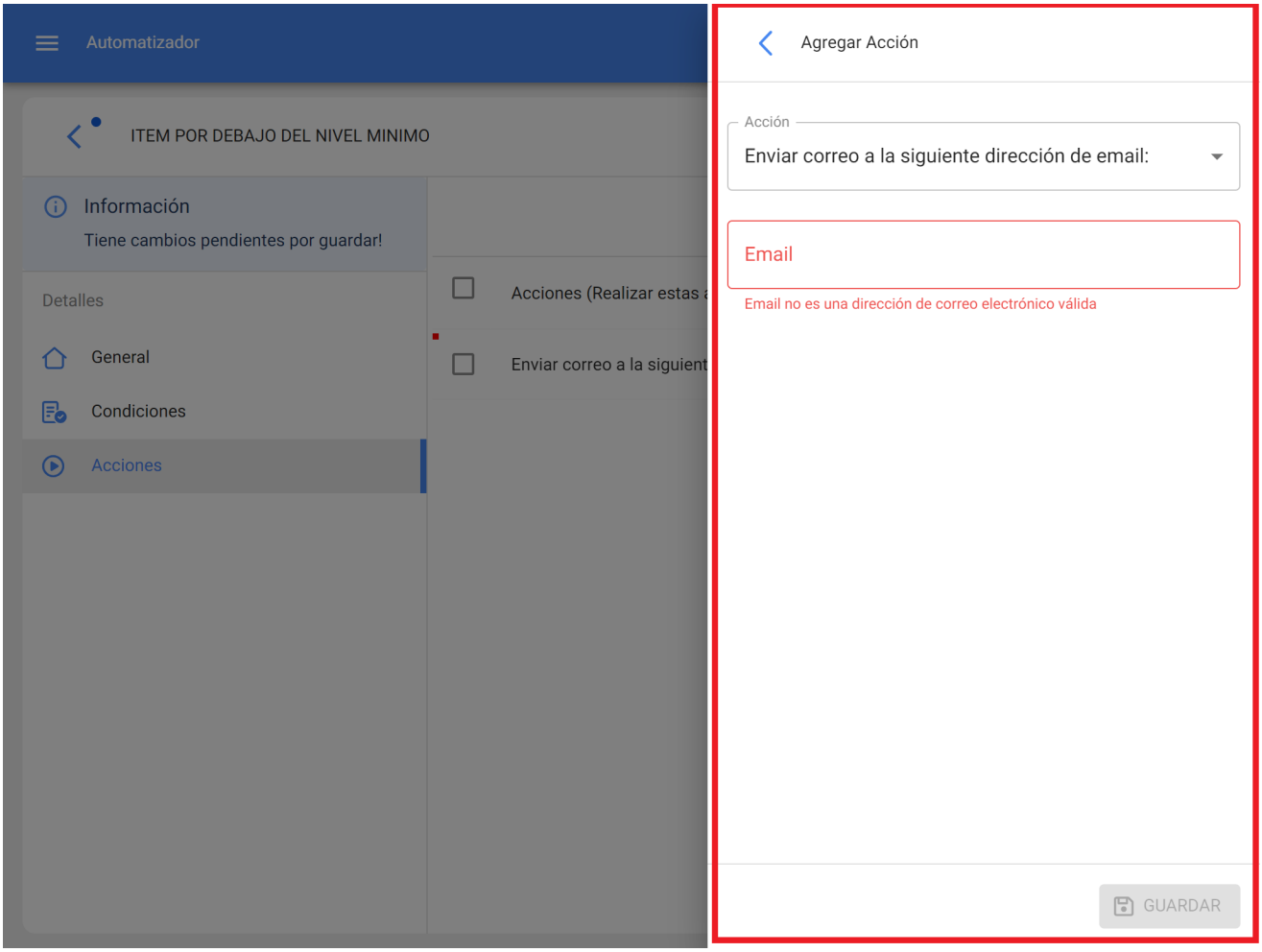


Shares:

The actions to be performed on the platform after the rule is fulfilled can be added in this tab. For example, you can choose to which email or group of emails notifications should be sent. To add these actions, you should click the add button located in the lower right part of the screen:



Then, the system will display a new window where you must add the available actions according to the module you are working in.



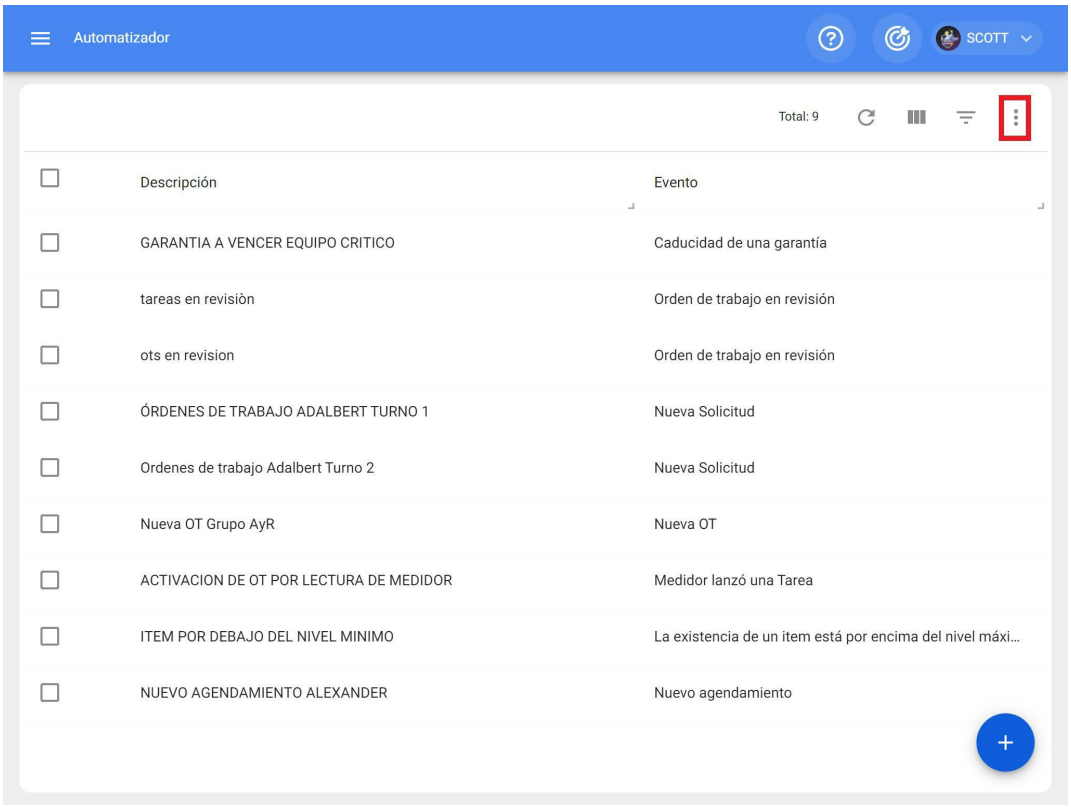
Note: After making any edits, be sure to save the changes for them to take effect.

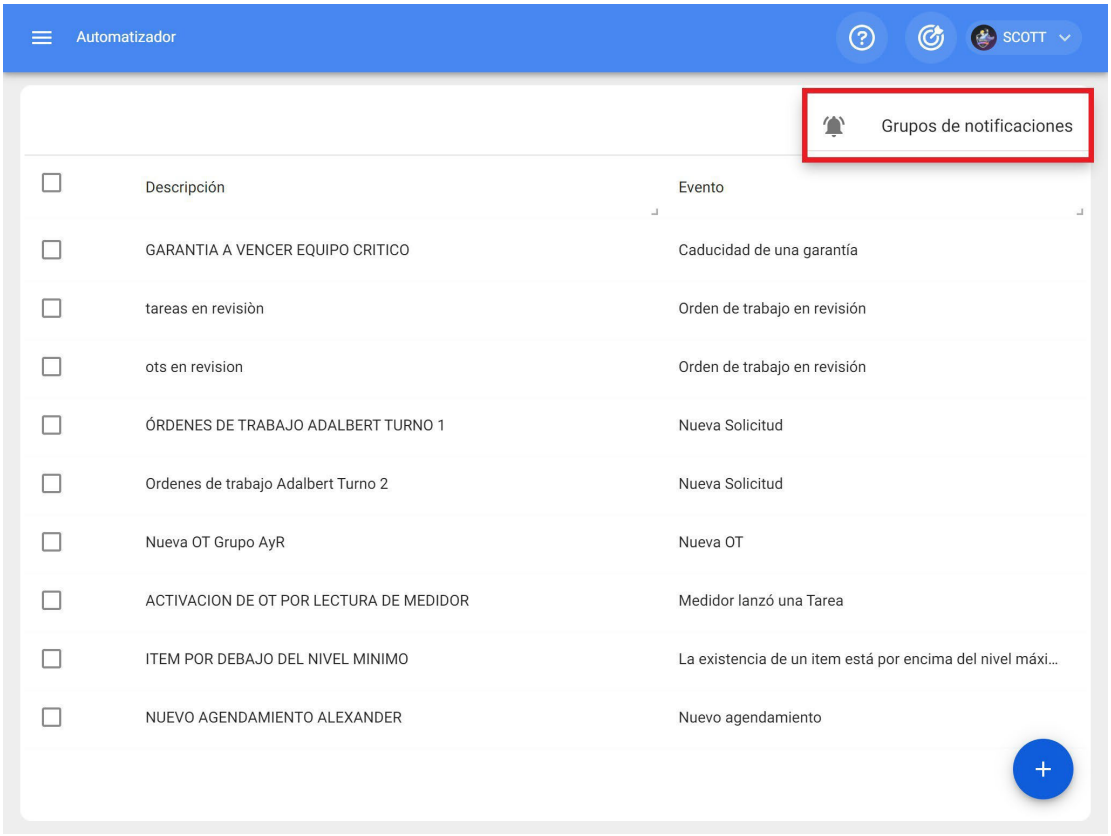
What are notification groups and how to add them?

help.fracttal.com/en/articles/6000465-what-are-notification-groups-and-how-to-add-them

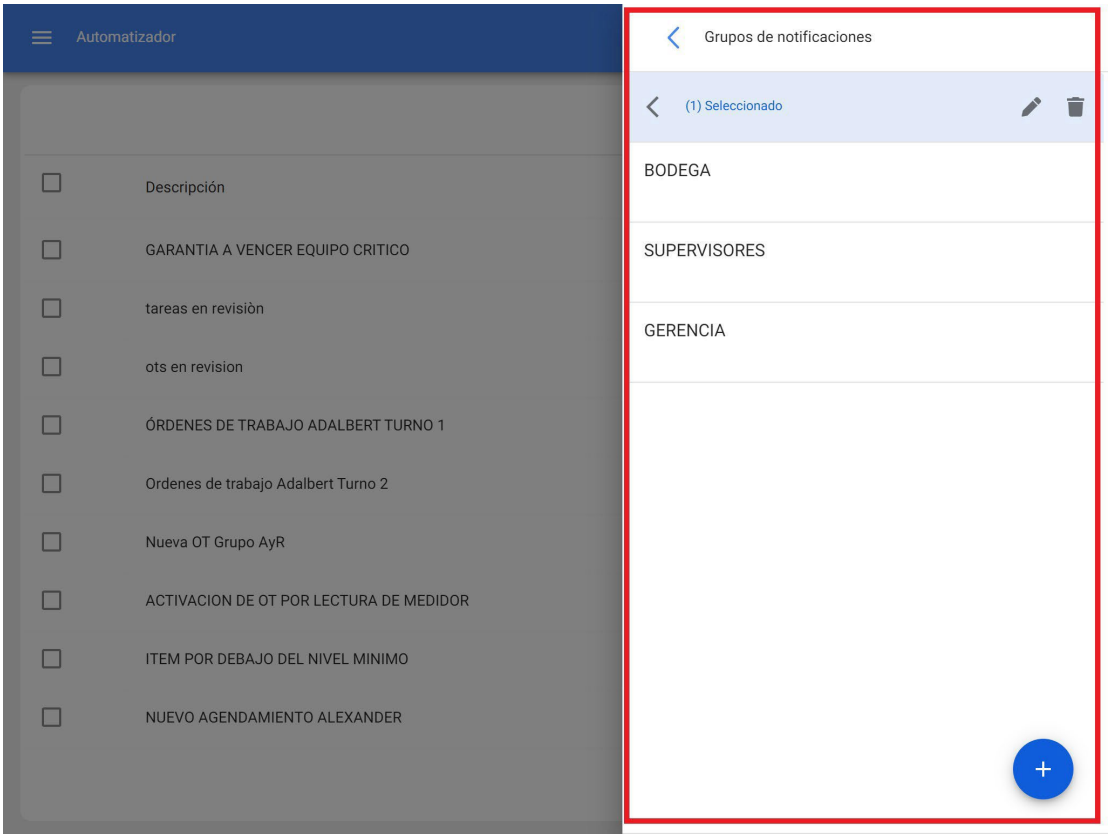
Notification groups are a list of predefined e-mails that can be used to send mass notifications according to the rules that have been defined.

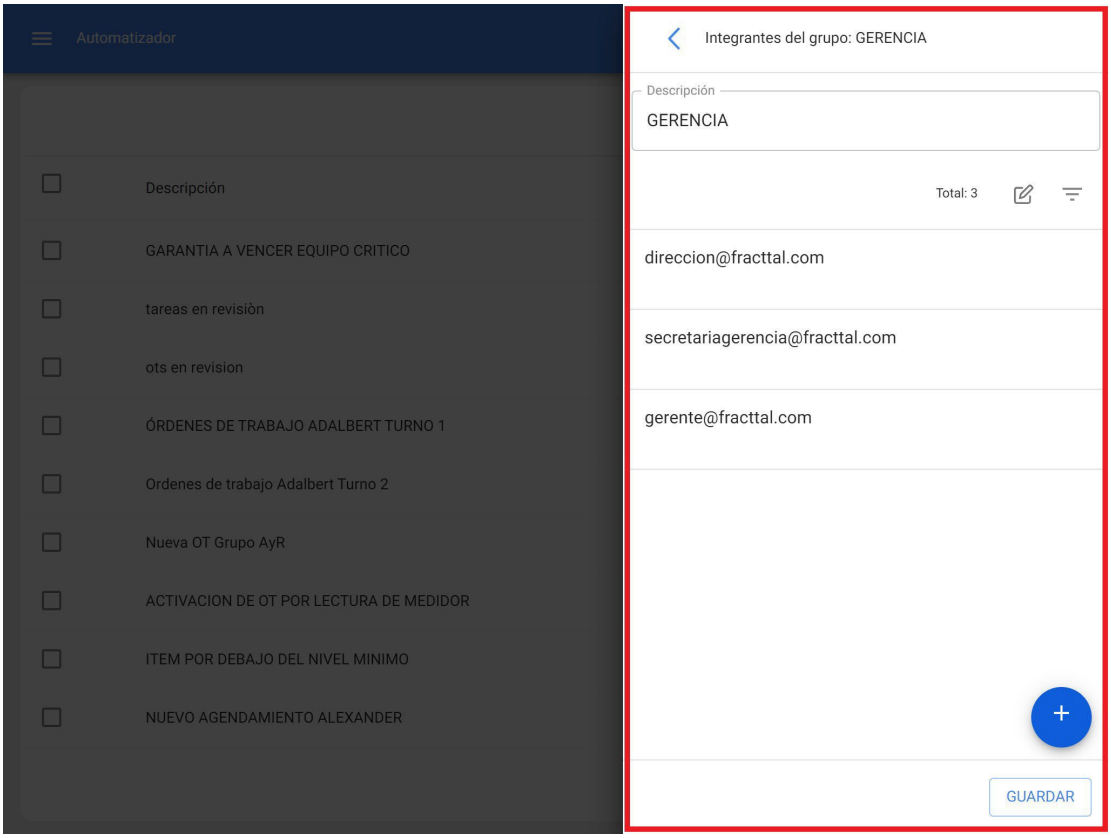
To add a group of notifications, click on the "more" button at the top right of the Dispatcher module and select the "Group of notifications" option.





Then a window will open to edit or modify the existing groups (in case they exist) or add a new one. In this case, just click on the add or edit option to display the description fields (group name) and e-mails of the people that make up the notification group.





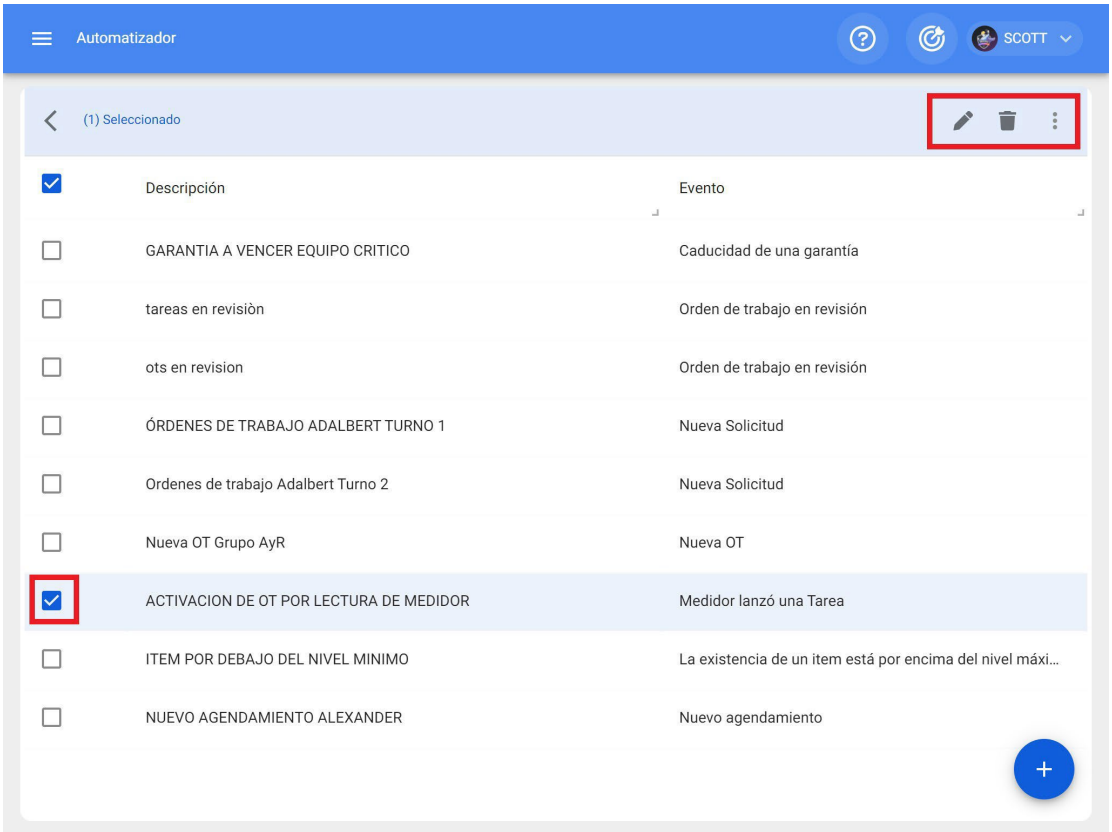
Note: After making any edits, be sure to save the changes for them to take effect.

Has your question been answered?

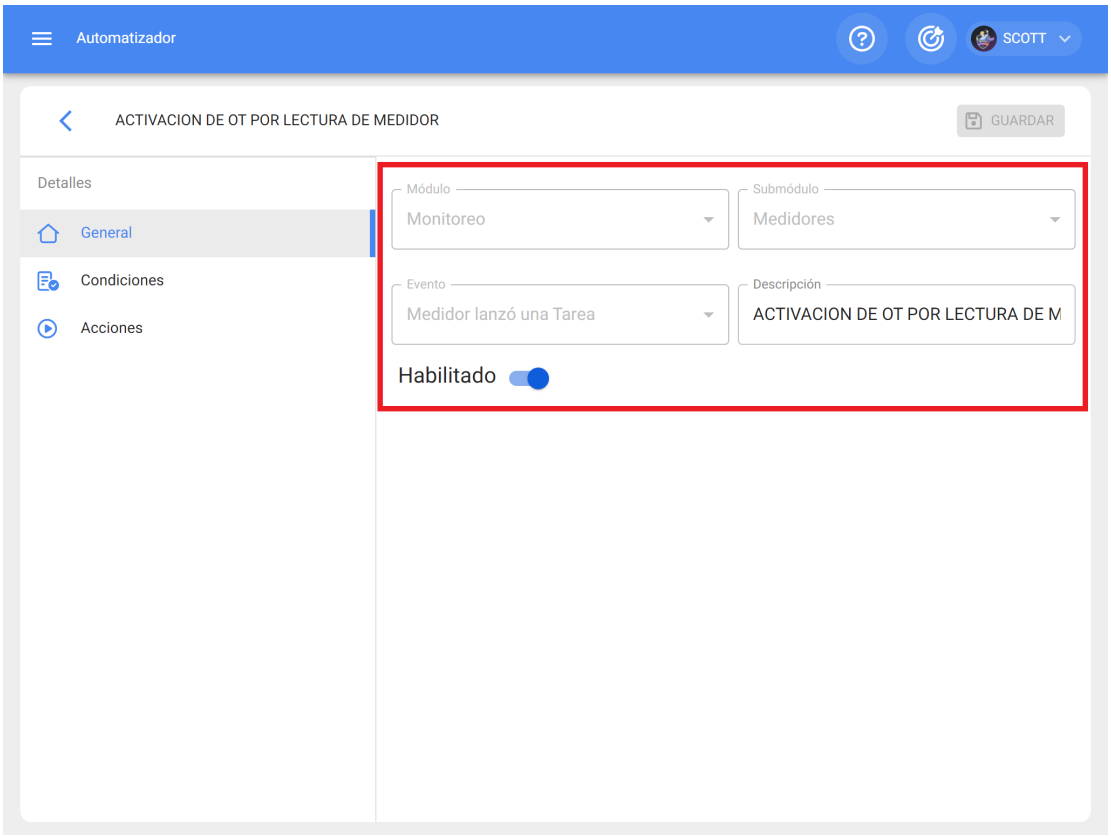
How to edit an existing rule?

help.fracttal.com/articles/6000472-how-to-edit-an-already-existing-rule

To edit the conditions and actions of an existing rule, simply click on the rule in question to activate the editing options menu.

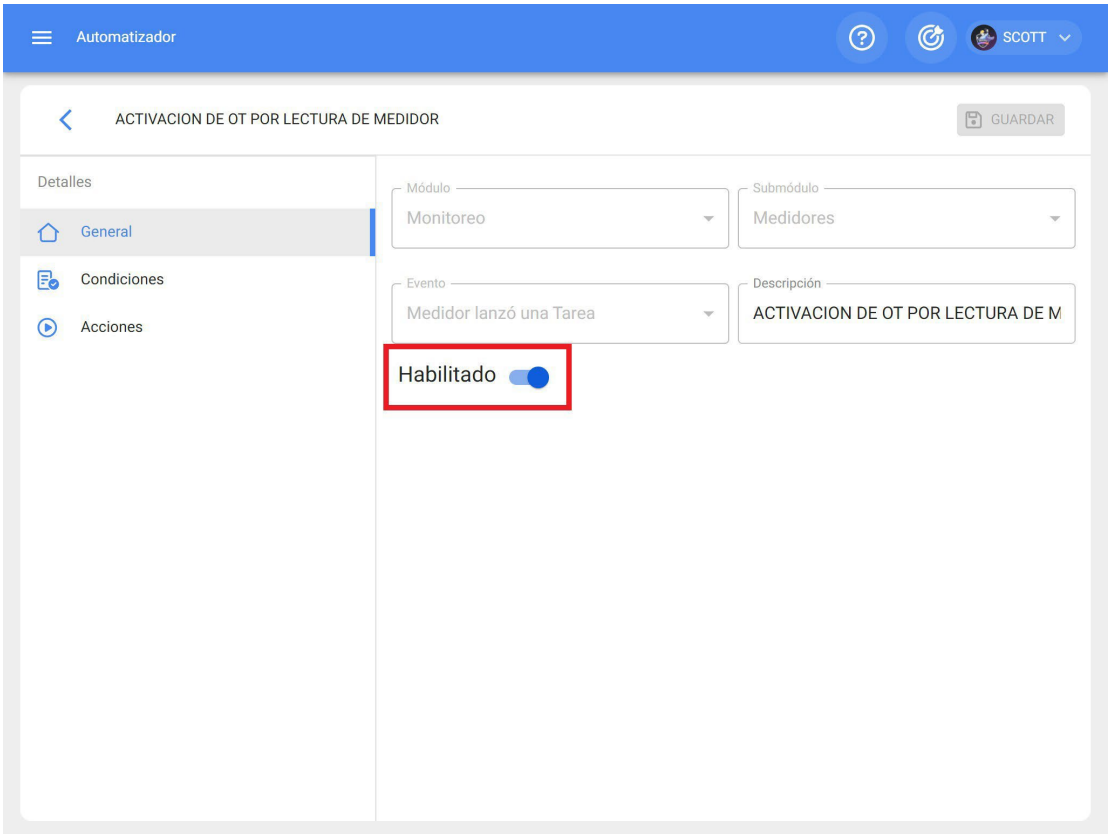


When clicking on edit, the system will display the window with the general, conditions and actions tabs in order to perform the desired edition.



Now, if you want to enable or disable an existing rule, just click on the enabled button of each rule.

It should be taken into consideration that once a rule is disabled, it will no longer have any effect in terms of sending notifications.



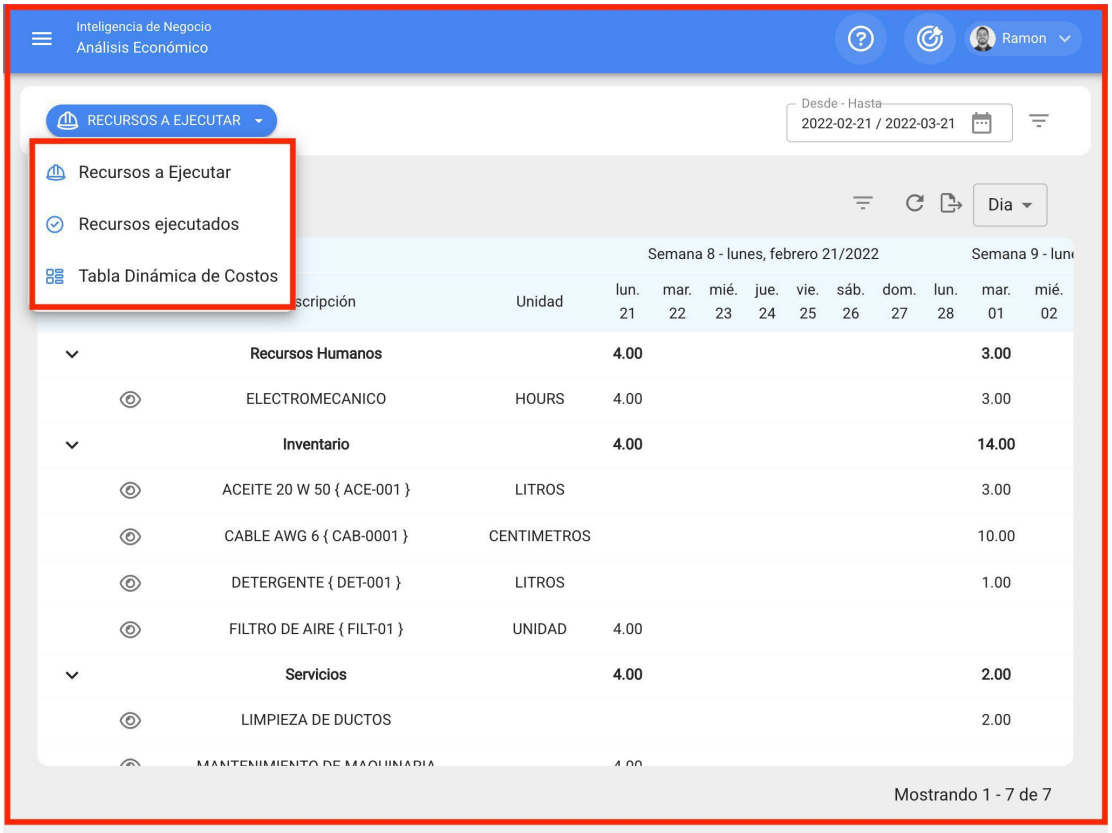
Note: After making any edits, be sure to save the changes for them to take effect.

Economic analysis : Fracttal One

help.fracttal.com/en/articles/5997750-economics-analysis

In this module you will be able to analyze the economic resources that have been executed or planned in maintenance management (such as: inventories, services and inhouse personnel) in a given period of time, by means of the following sub-modules:

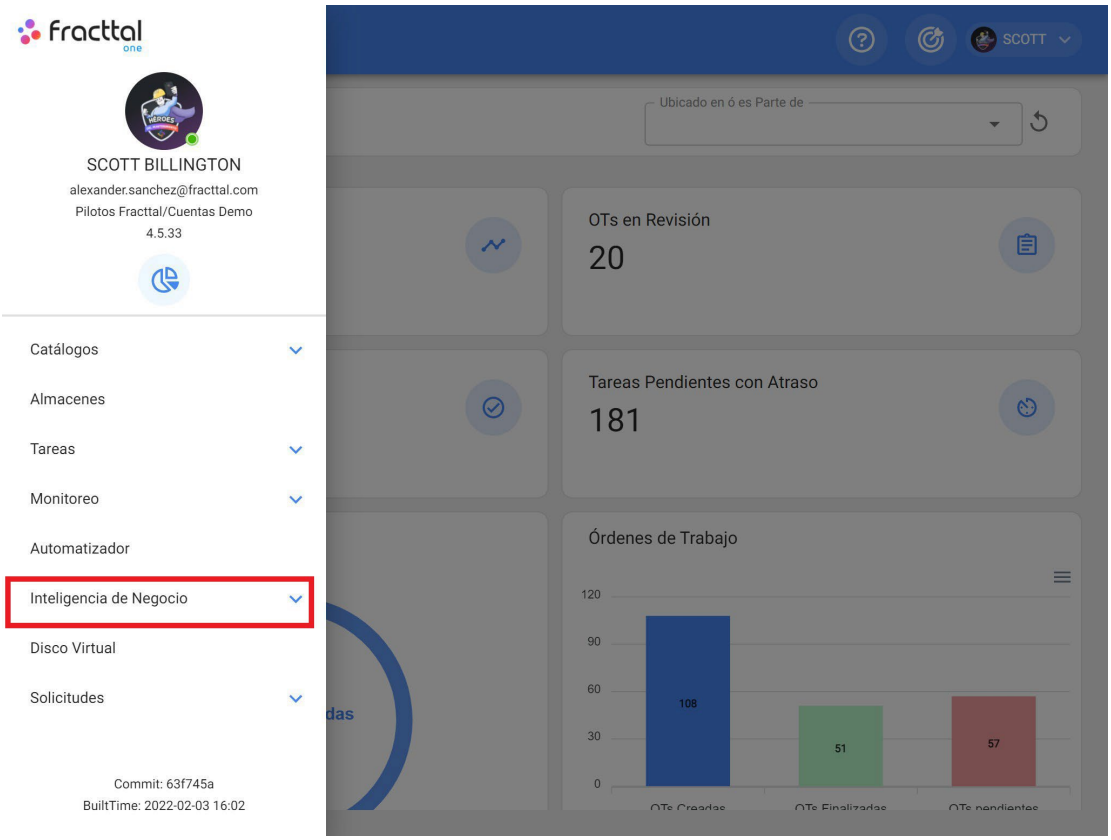
- Resources to be Executed
- Resources Executed
- Dynamic table of costs.



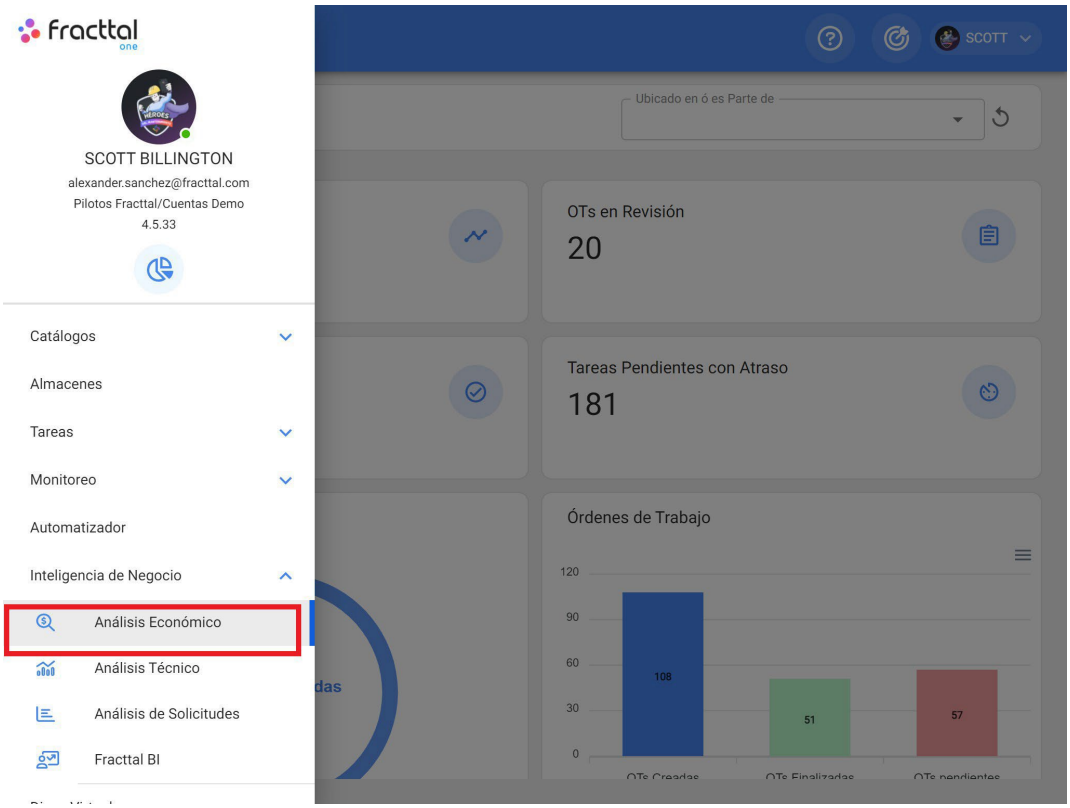
How to enter the Economic Analysis module?

help.fracttal.com/en/articles/5997769-how-to-enter-economic-analysis-module

To enter just click on the main menu and look for the "Business Intelligence" module.



Then, all the associated sub-modules will be displayed, where you must click again on "Economic Analysis", to finally display the window with the section to analyze the resources associated with maintenance management.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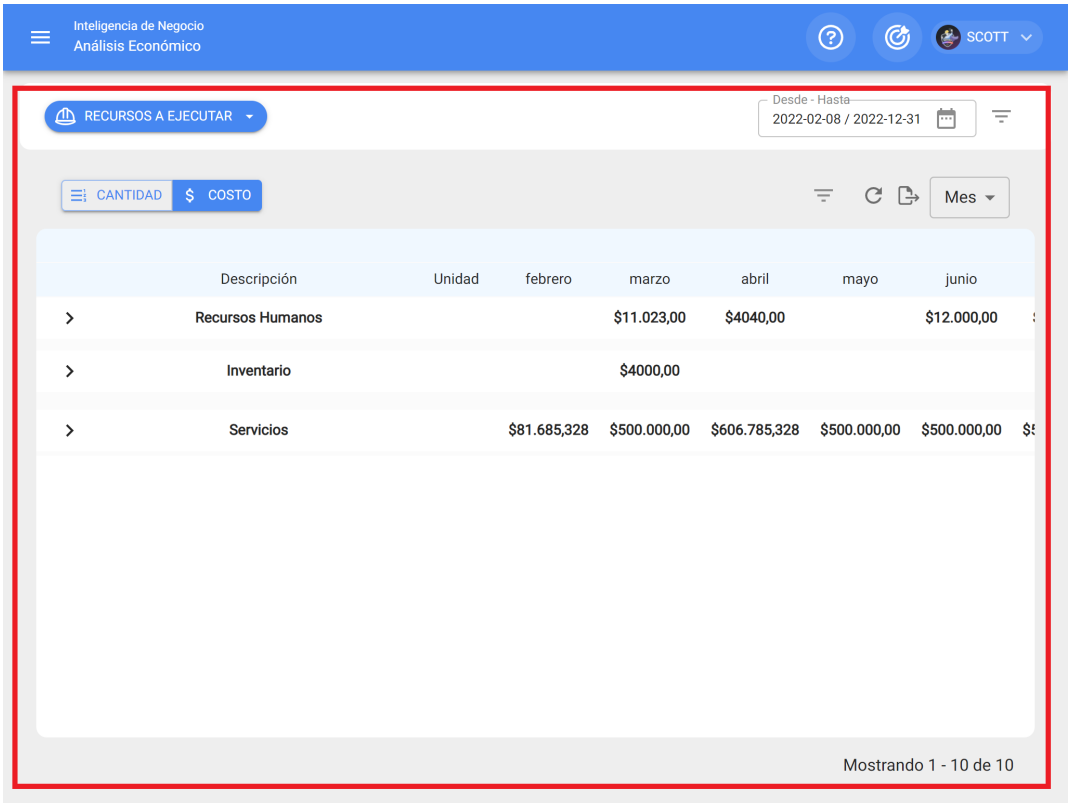
alexander.sanchez@fracttal.com
Pilotos Fracttal/Cuentas Demo
4.5.33
Catálogos
Almacenes
Tareas
Monitoreo
Automatizador
Inteligencia de Negocio
Análisis Económico
Análisis Técnico
Análisis de Solicitudes
Fracttal BI
SCOTT
Ubicado en ó es Parte de
OTs en Revisión
20
Tareas Pendientes con Atraso
181
Órdenes de Trabajo
120
90
60
30
0
108
51
57

Resources to be executed : Fracttal One

help.fracttal.com/en/articles/5997777-resources-to-execute

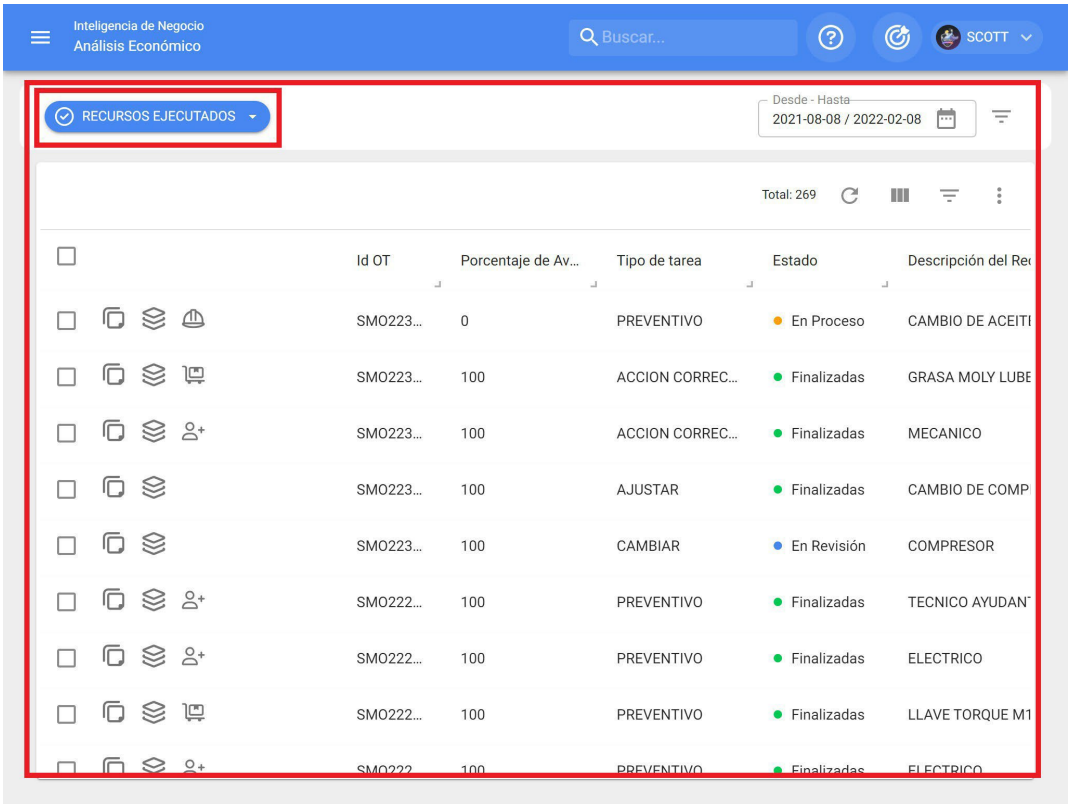
In this sub-module you will be able to analyze the different types of resources coming from the work management planning, in terms of quantities and costs that will be executed according to the times stipulated in the previous planning. The detail of these results will be shown in a parameterized way in time periods such as: days, weeks or months.



Resources executed : Fracttal One

help.fracttal.com/en/articles/5997782-running-resources

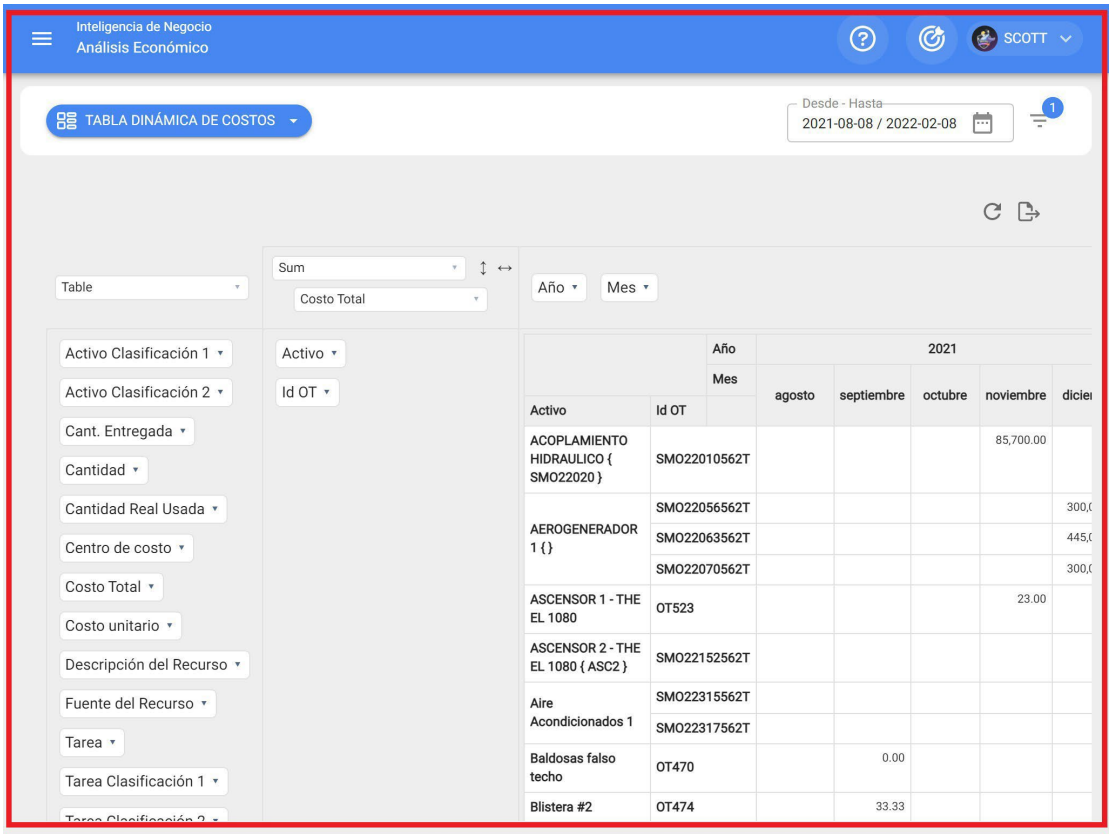
In this sub-module you can analyze the different types of resources that have been added and executed by means of work orders, according to the different stages in which they can be found (process, review and finalized).



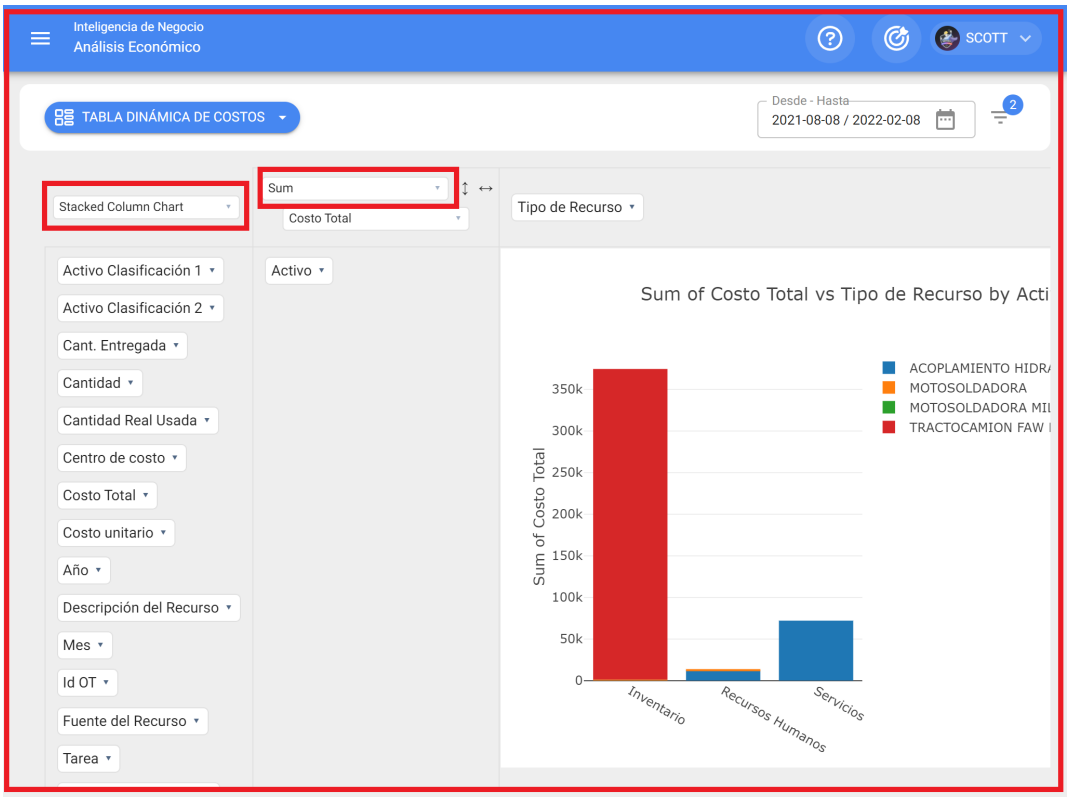
Fracttal One dynamic cost table

help.fracttal.com/en/articles/5997786-table-dynamic-cost-table

This sub-module consists of a dynamic table, which allows for customized economic analysis, offering different settings that include a large number of parameters related to maintenance activities.



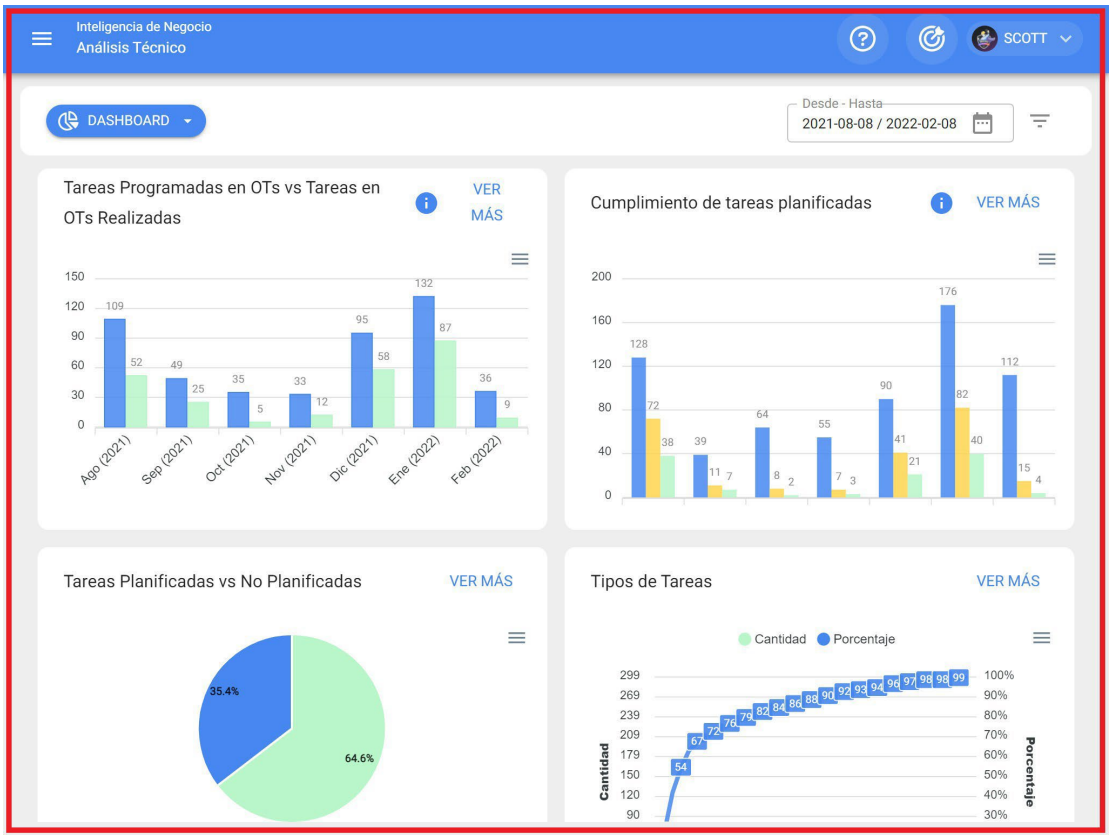
In addition, different types of graphics and operations can also be performed, depending on what is to be displayed.


Inteligencia de Negocio
Análisis Económico
SCOTT
TABLA DINÁMICA DE COSTOS
Desde - Hasta
2021-08-08 / 2022-02-08
Stacked Column Chart
Sum
Costo Total
Tipo de Recurso
Activo Clasificación 1
Activo Clasificación 2
Cant. Entregada
Cantidad
Cantidad Real Usada
Centro de costo
Costo Total
Costo unitario
Año
Descripción del Recurso
Mes
Id OT
Fuente del Recurso
Tarea
Activo
Sum of Costo Total vs Tipo de Recurso by Acti
ACOPLAMIENTO HIDR
MOTOSOLDADORA
MOTOSOLDADORA MI
TRACTOCAMION FAW
Sum of Costo Total
350k
300k
250k
200k
150k
100k
50k
0
Inventario
Recursos Humanos
Servicios

Technical analysis : Fracttal One

help.fracttal.com/en/articles/5997794-technical-analysis

In this module you will be able to inspect the results obtained in terms of the maintenance management performed, through the analysis of work management, compliance, failures and KPI's, among other options.



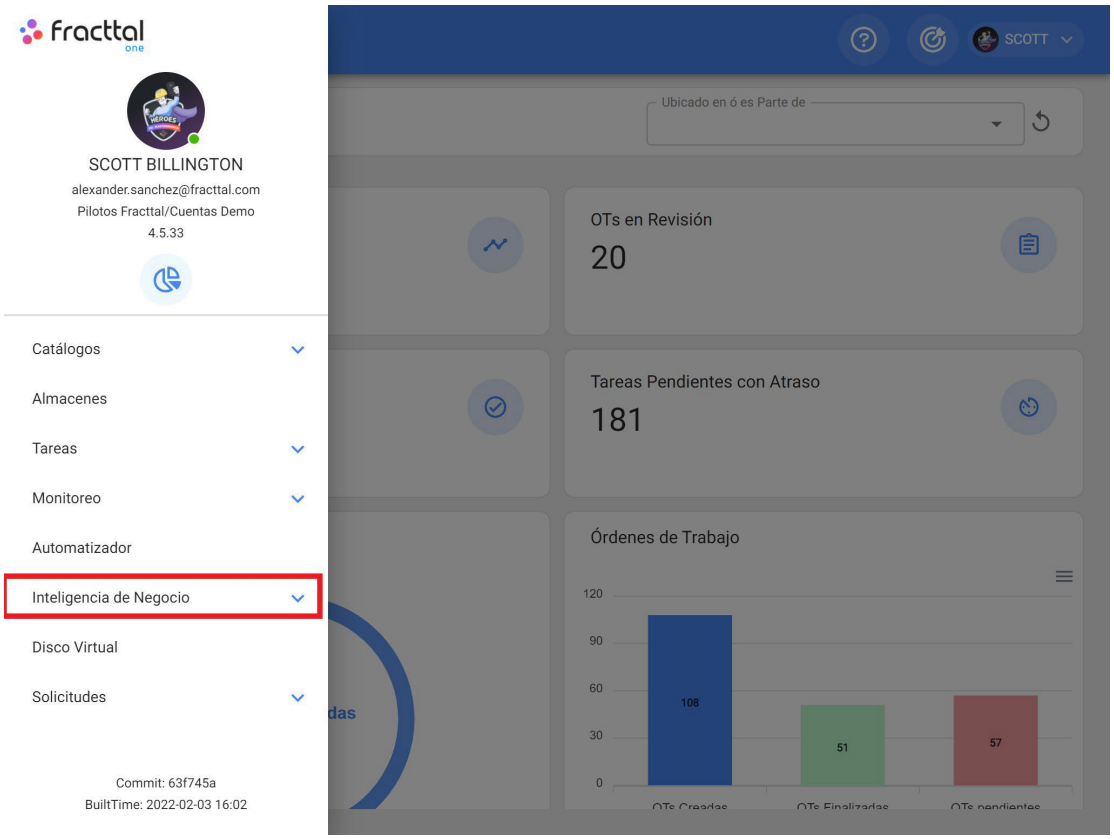
This module consists of the following sub-modules:

- **Work Management Analysis**
- **Key Performance Indicators Failure**
- **Analysis**
- **TO analysis**

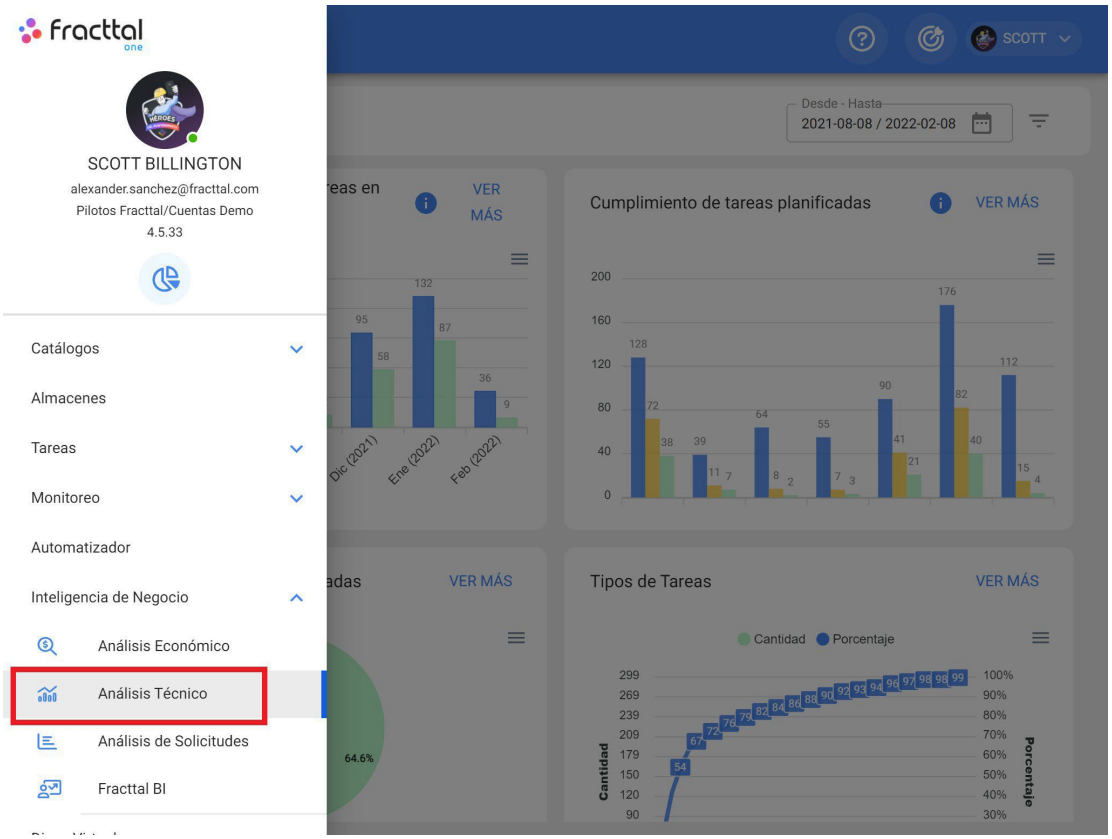
How to enter the Technical Analysis module?

help.fracttal.com/en/articles/5997799-how-to-enter-the-technical-analysis-module

To enter just go to the main menu and look for the "Business Intelligence" module.



When clicked, all the associated sub-modules will be displayed and you must click again on "Technical Analysis" to finally display the window with the technical analysis section.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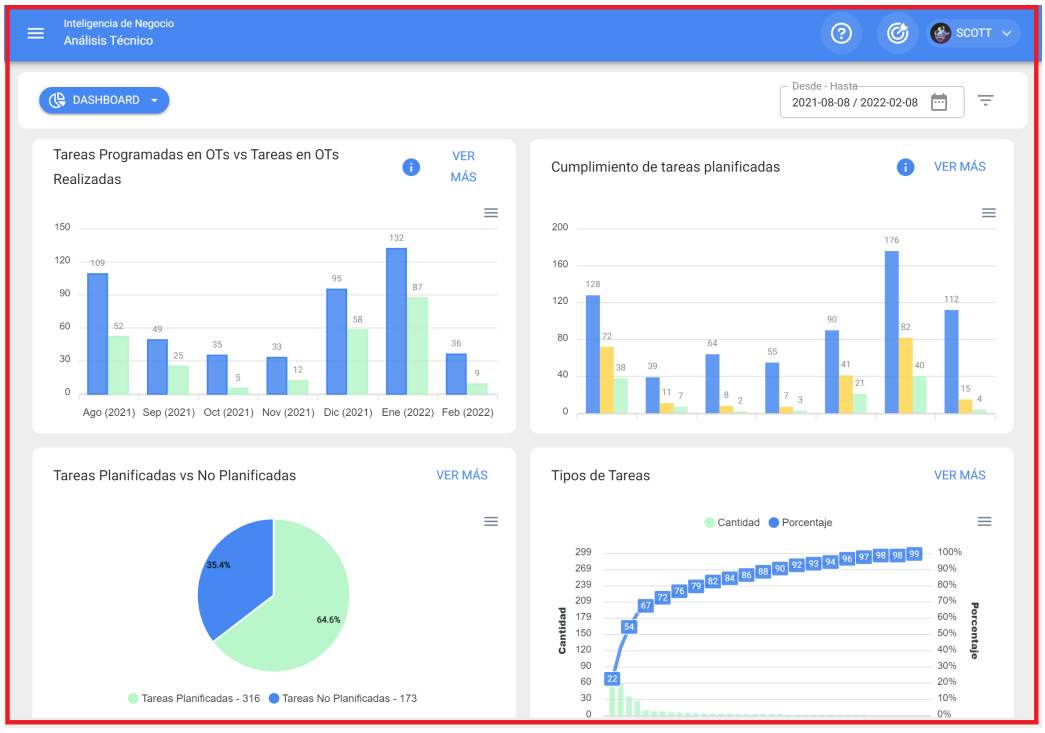
Catálogos
Almacenes
Tareas
Monitoreo
Automatizador
Inteligencia de Negocio
Análisis Económico
Análisis Técnico
Análisis de Solicitudes
Fracttal BI
SCOTT
Desde - Hasta
2021-08-08 / 2022-02-08
VER MÁS
Cumplimiento de tareas planificadas
Tipos de Tareas
Cantidad
Porcentaje
Dic (2021)
Ene (2022)
Feb (2022)
64.6%

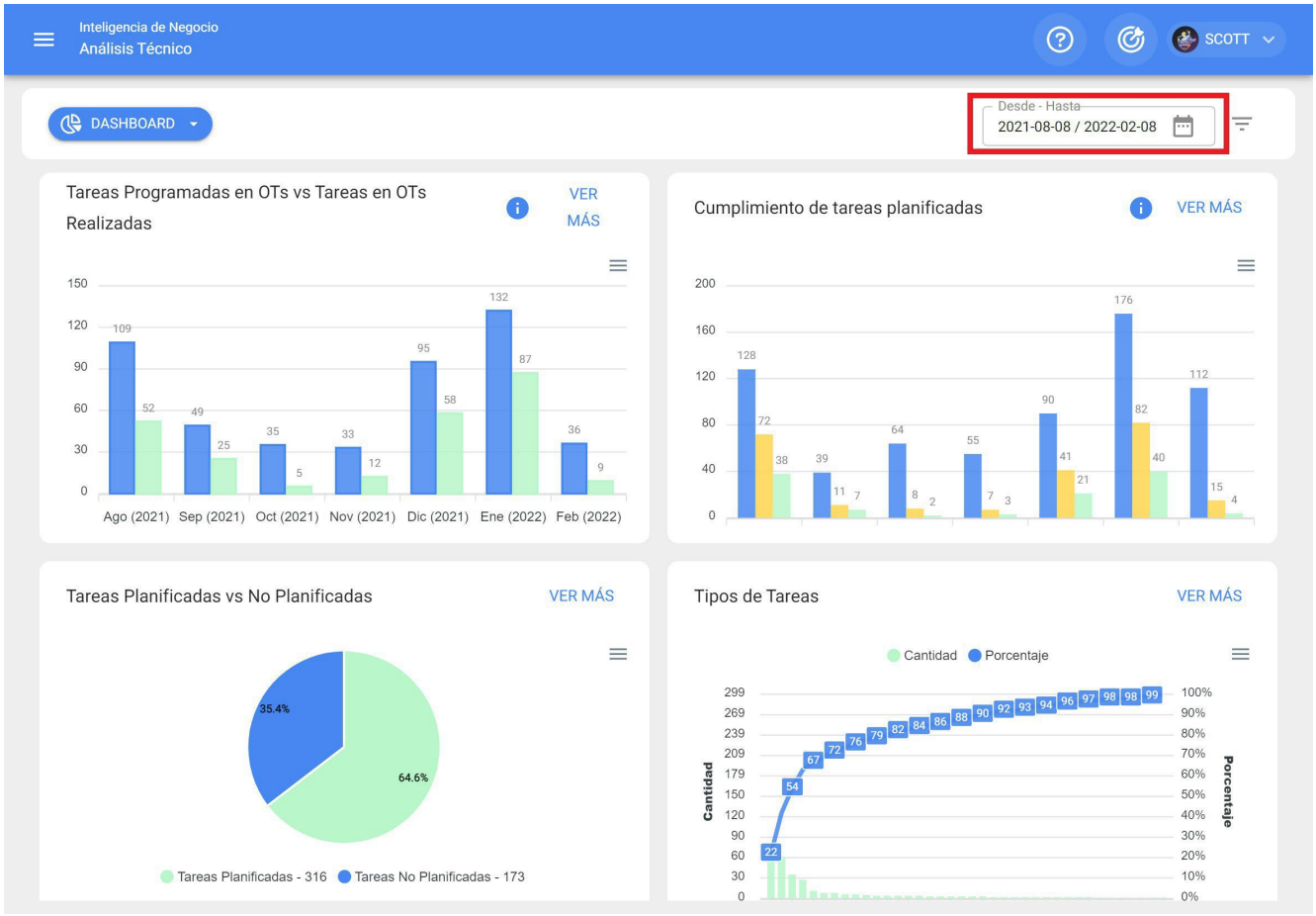

Inteligencia de Negocio
Análisis Técnico
SCOTT
DASHBOARD
Desde - Hasta
2021-08-08 / 2022-02-08
Tareas Programadas en OTs vs Tareas en OTs Realizadas
VER MÁS
Cumplimiento de tareas planificadas
Tareas Planificadas vs No Planificadas
Tipos de Tareas
Ago (2021)
Sep (2021)
Oct (2021)
Nov (2021)
Dic (2021)
Ene (2022)
Feb (2022)
35.4%
64.6%
Tareas Planificadas - 316
Tareas No Planificadas - 173
Cantidad
Porcentaje

Filtering options in Technical Analysis

help.fracttal.com/en/articles/5997803-filtering-options-in-technical-analysis

In this module you will have two types of filters:

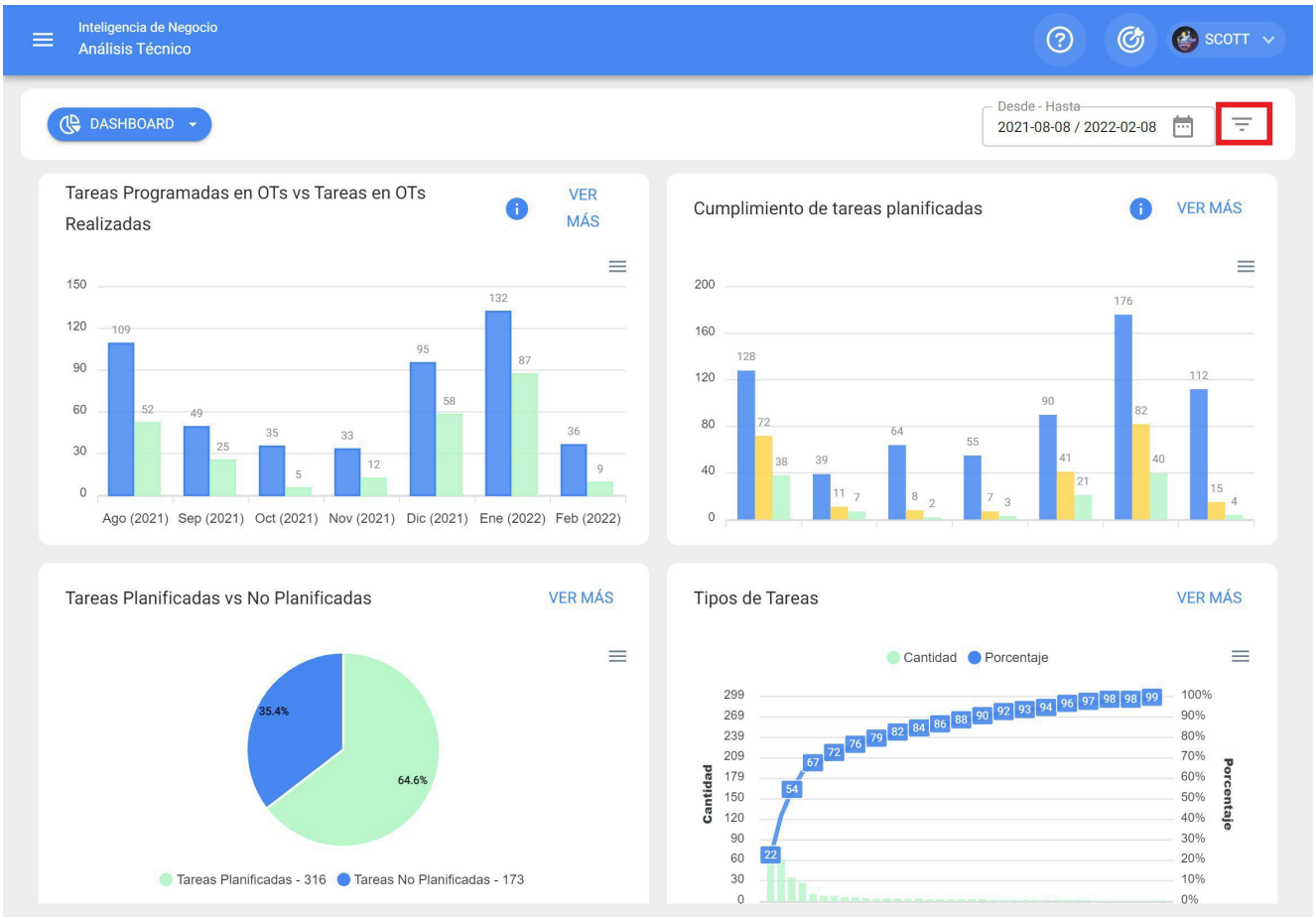
Filter by date range:



Filter where the following filtering options will be available:

- **Current Month:** Allows you to view the information of the current month.
- **1 Month:** Allows the display of information for only one month (counting backwards from the current day to the month).
- **6 Months:** Allows you to view the information for the last 6 months (counted backwards from the current day to 6 months).
- **Current Year:** Allows you to view the information for the current year.

Advanced Filters:



Filter where you can perform more specific searches of parameters associated with the following aspects in the platform:

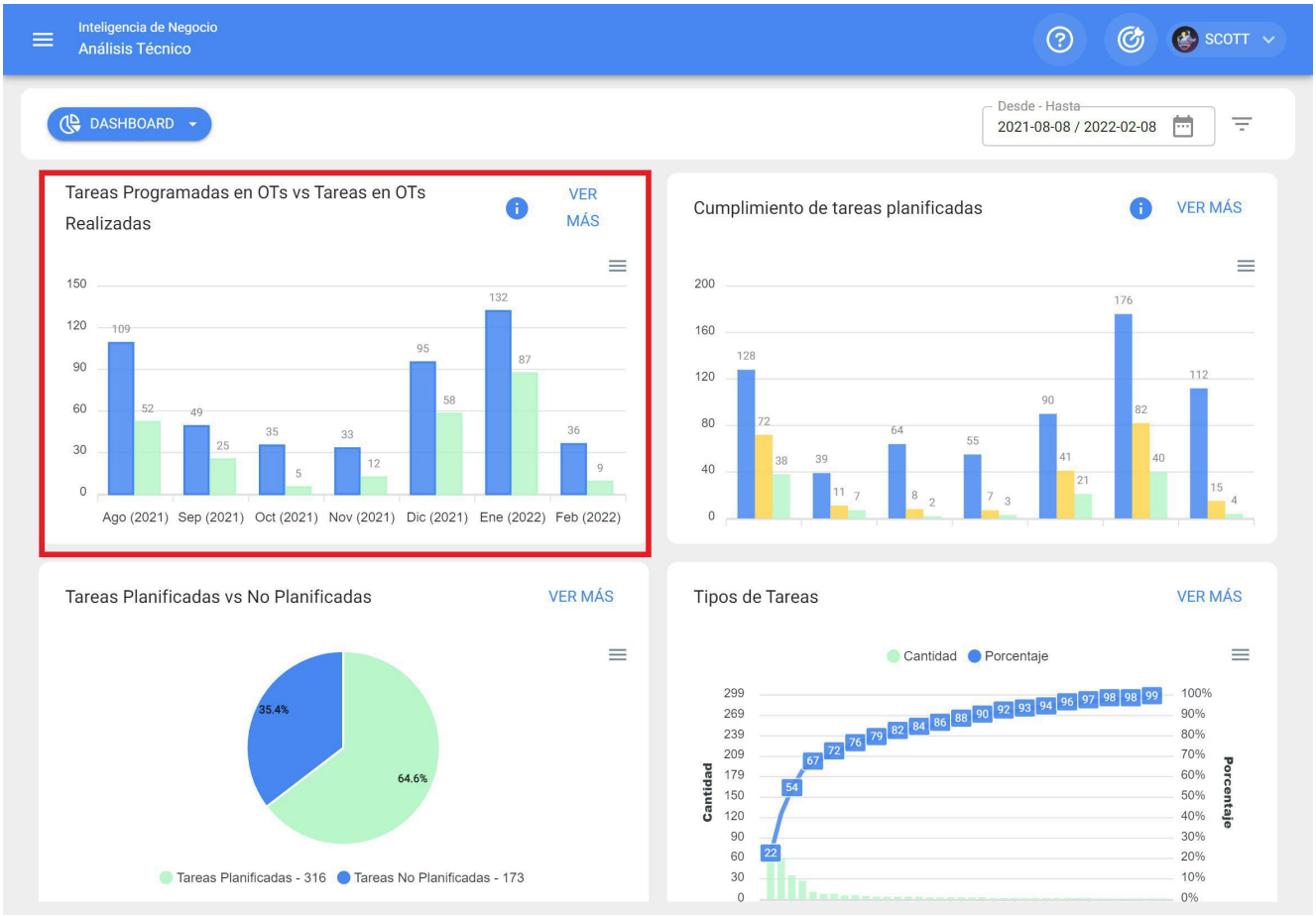
- **Assets:** Allows searches based on general asset information such as type of asset, location, description, code, etc.
- **Tasks:** Allows advanced searches based on the associated parameters of the work management, such as dates, types of tasks, classifications, etc.
- **Work Orders:** Allows advanced searches based on the associated parameters of the work orders, such as WO ID, status, progress percentage, etc.

Work management analysis : Fracttal One

help.fracttal.com/articles/5997814-work-management-analysis

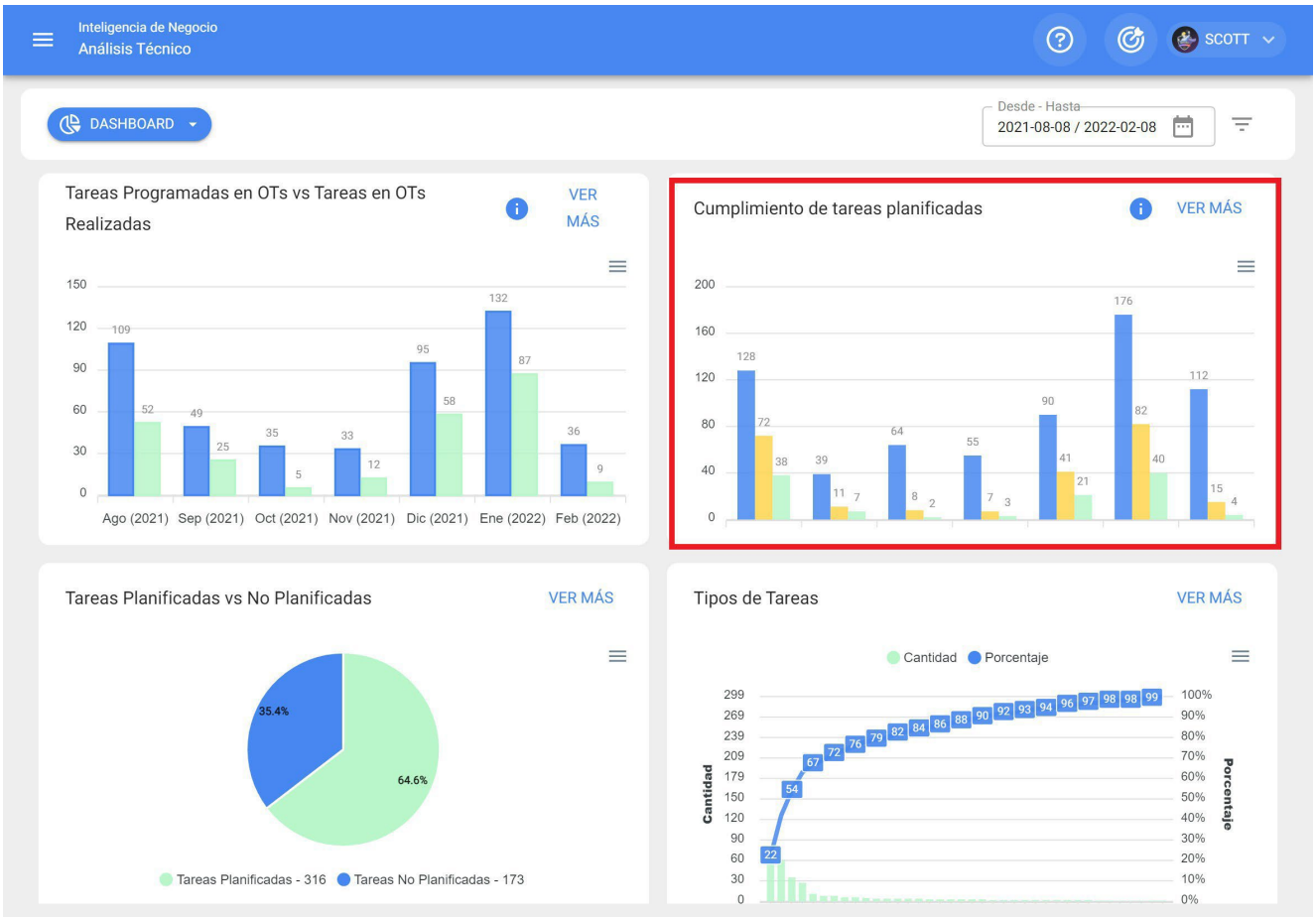
In this sub-module there are 4 types of graphs that will allow you to analyze the fulfillment of work management, TOs and other options that we will show below:

Scheduled TOs vs. Performed TOs work management



Bar chart, which allows you to quickly contrast the work orders that have been scheduled versus those that have been completed according to their date.

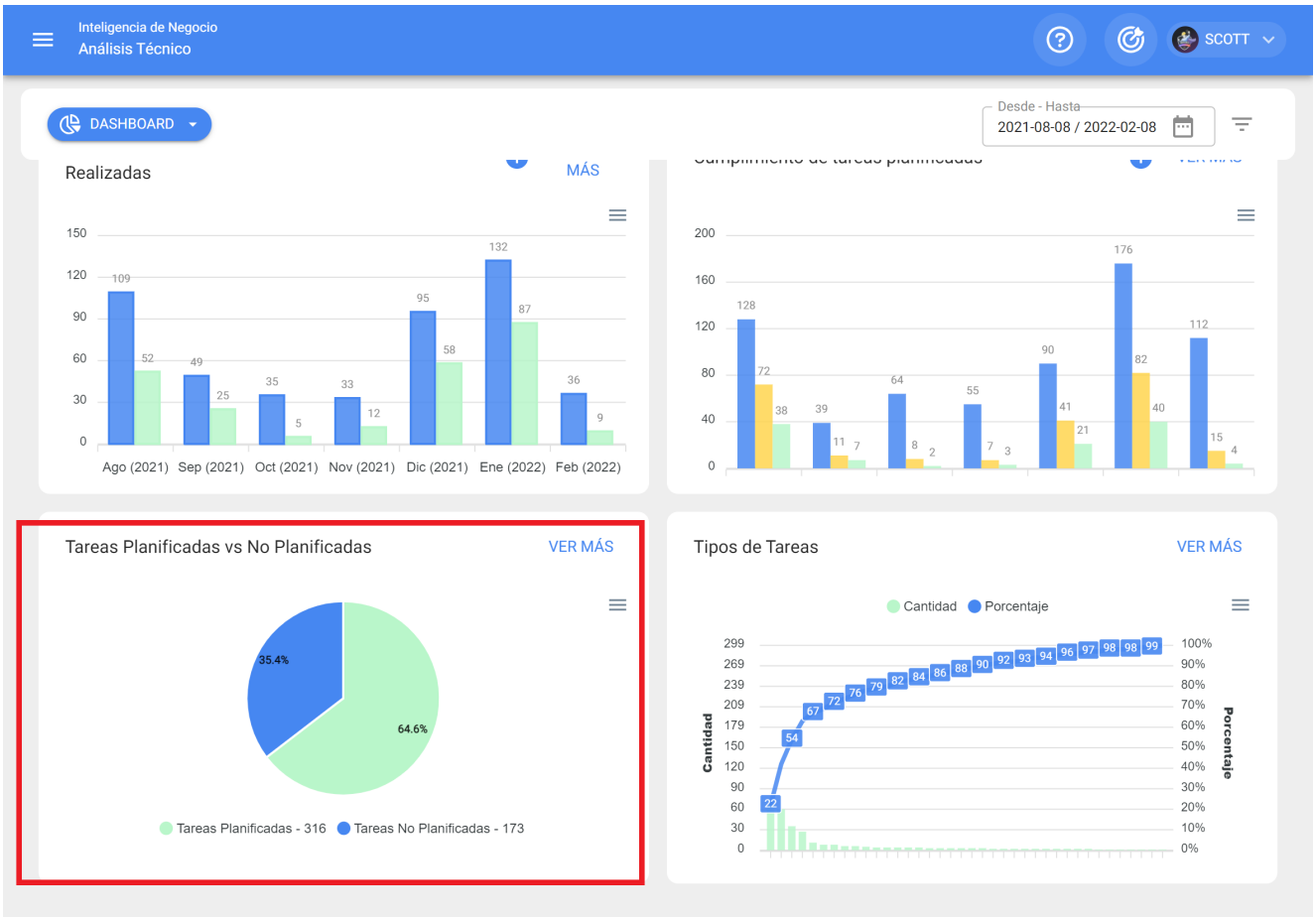
Fulfillment of work management plans



Bar chart, which allows a quick comparison of month-to-month compliance based on the work management tasks that have been planned, scheduled and completed, bearing in mind that these tasks are not cumulative (tasks are not extrapolated to following months), since it is a monthly work management compliance chart.

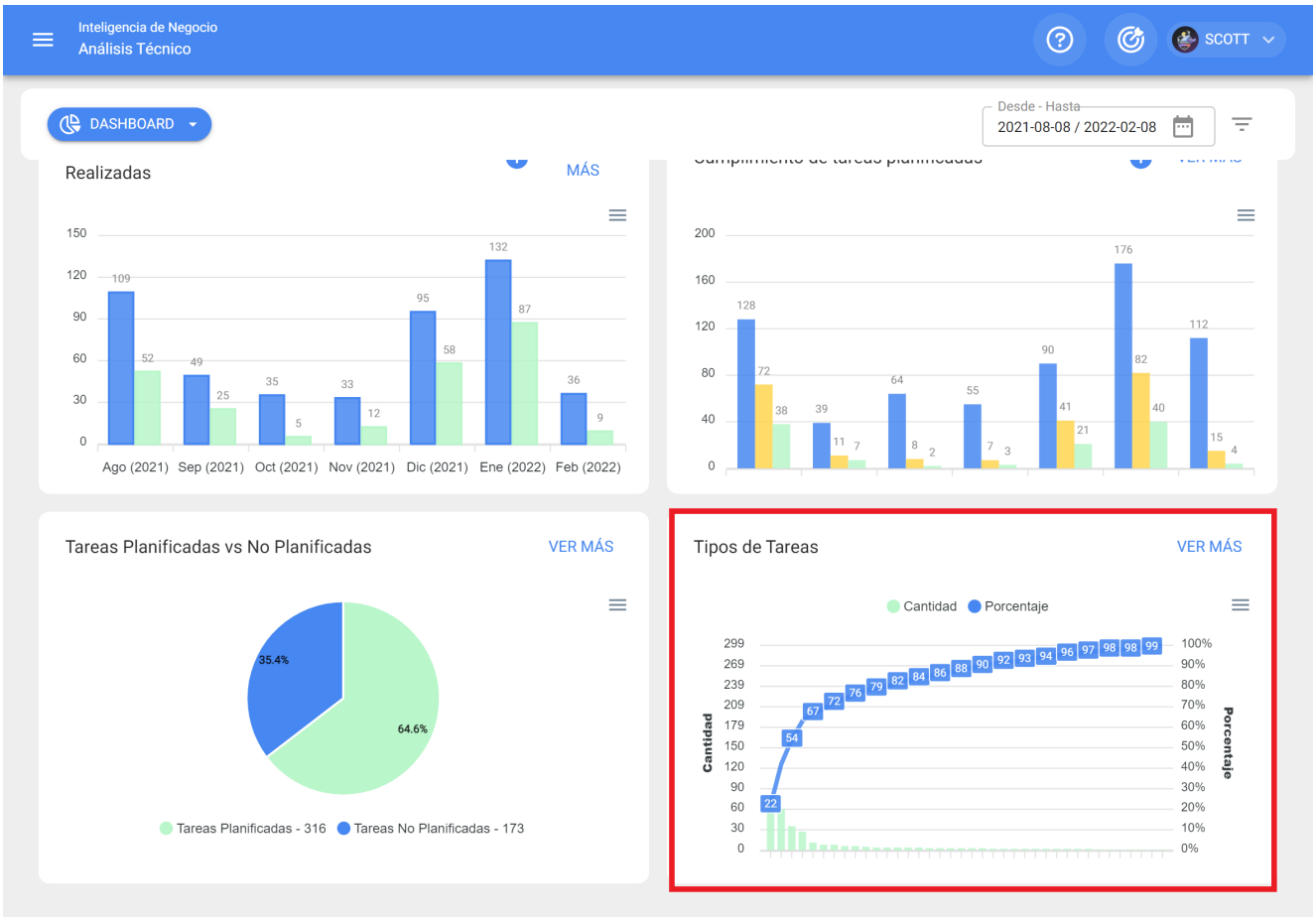
Planned vs. Unplanned work management

Pie chart where the number of planned versus unplanned work management can be compared as a percentage.

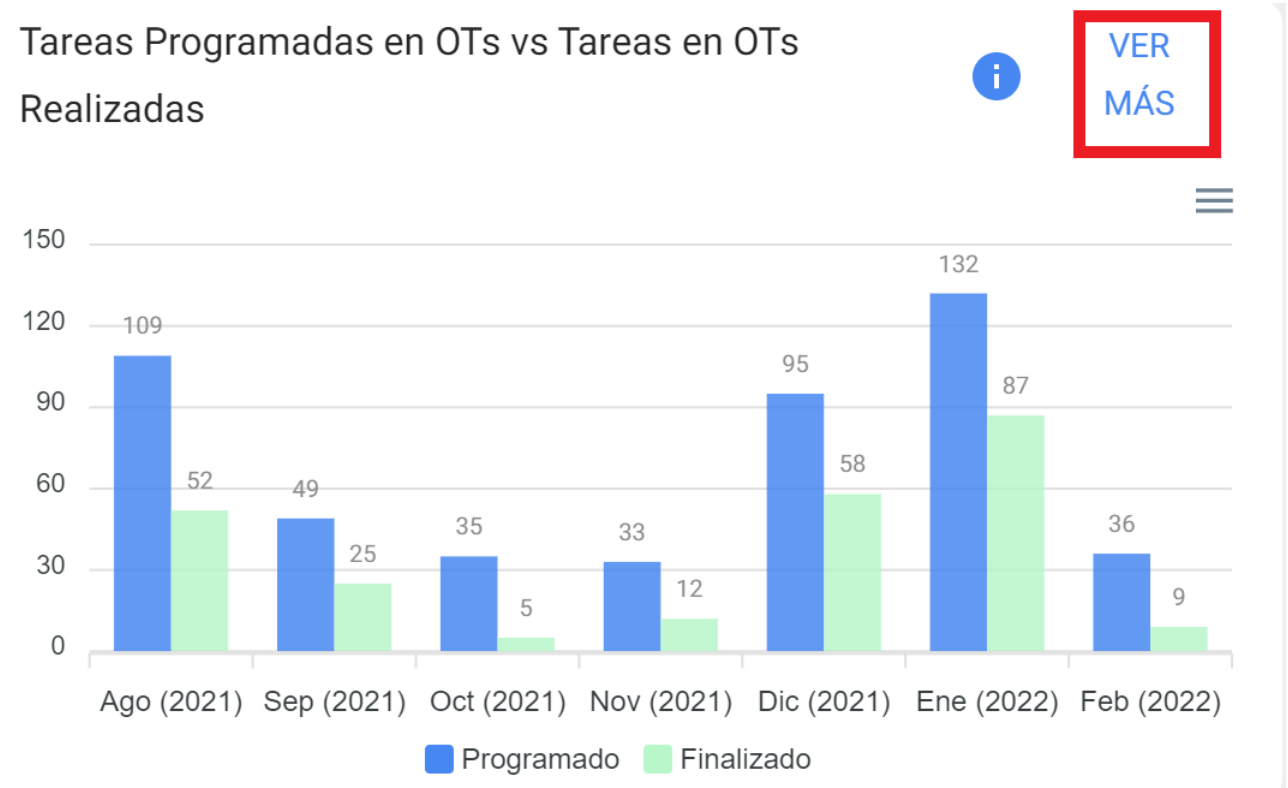


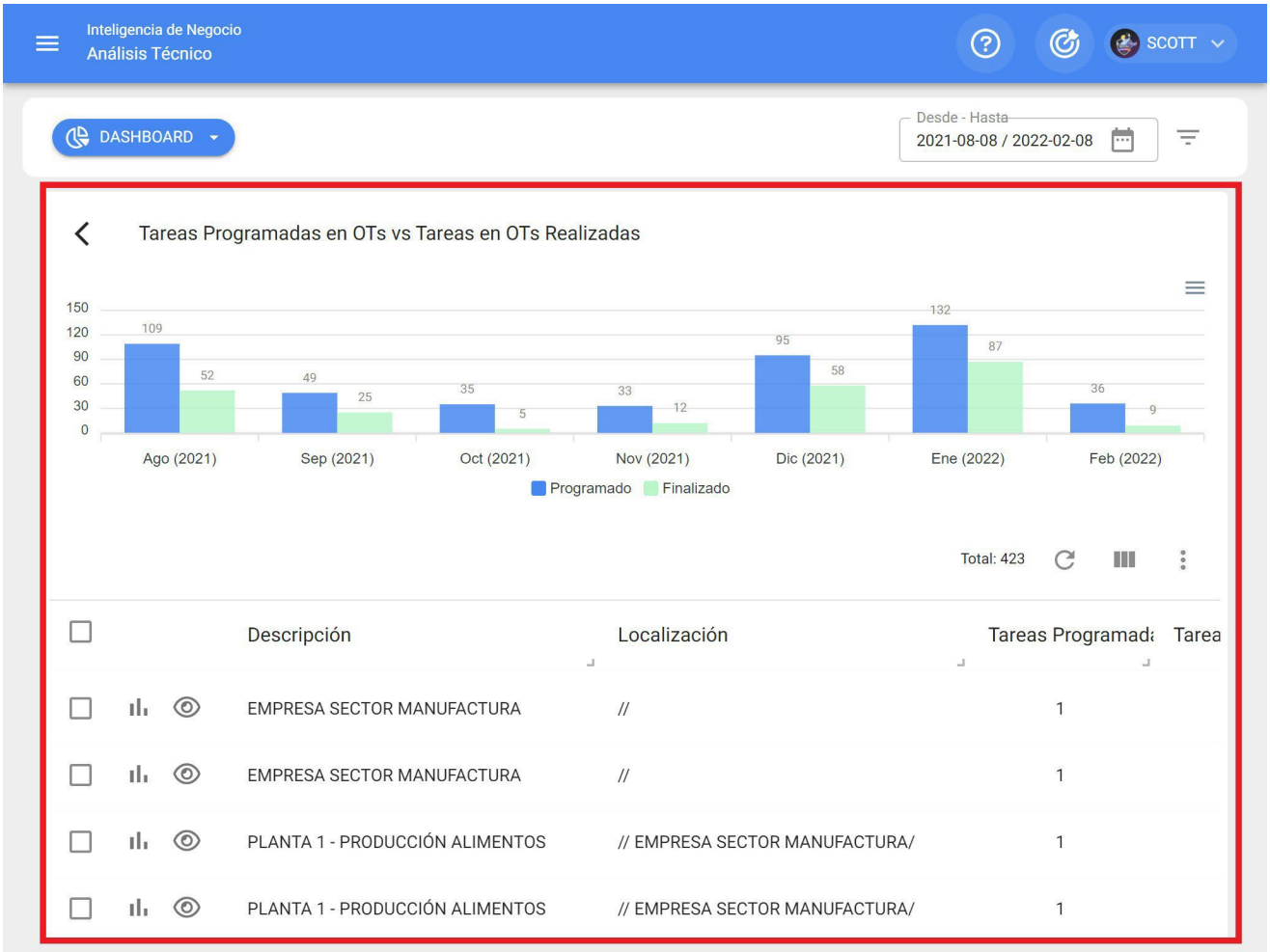
Types of work management

Pareto Diagram which allows to graphically classify the information in percentage and numerical form in order to highlight which are the types of tasks with the greatest impact on work management.

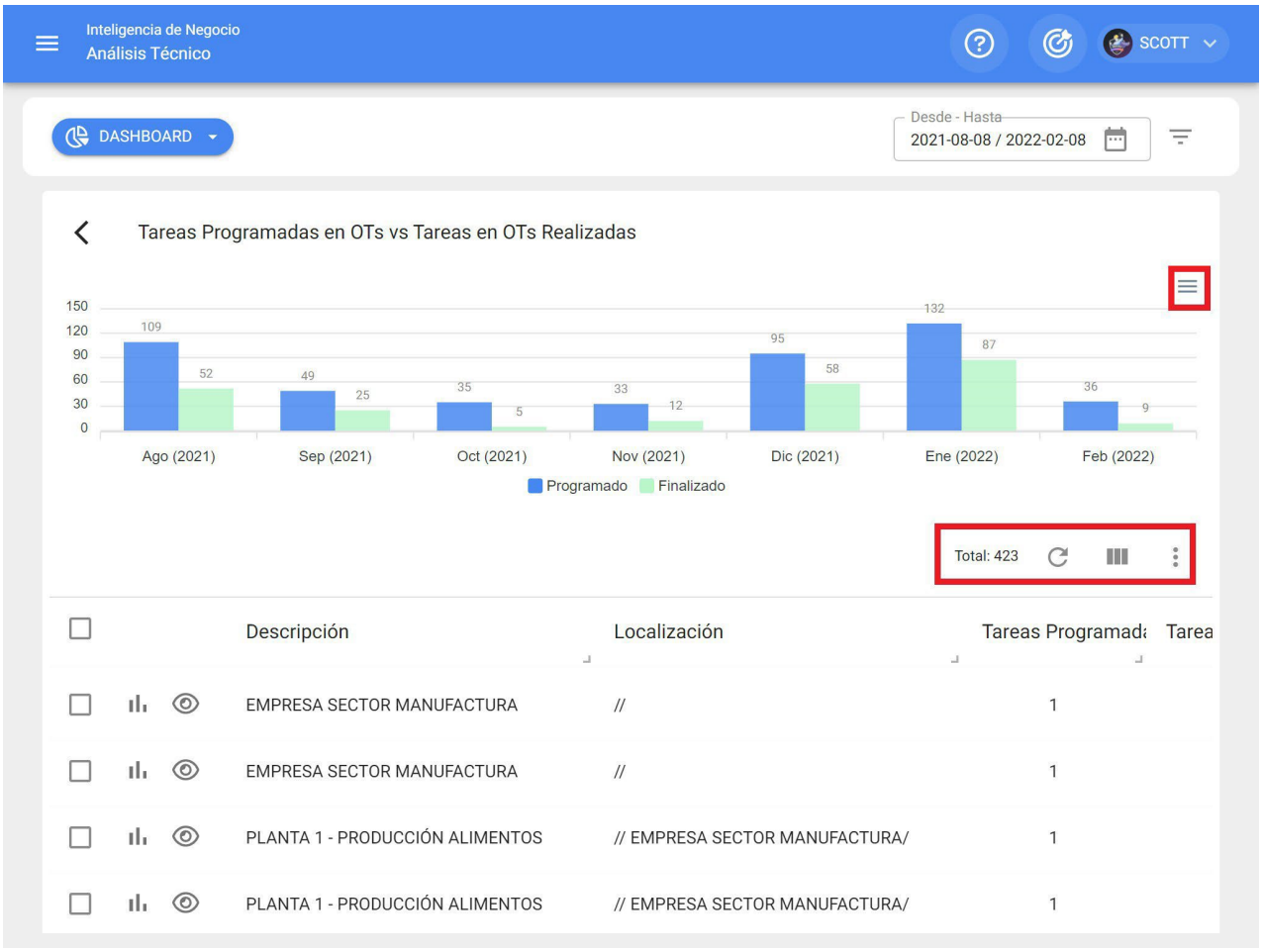


Note: All these graphs can be analyzed in detail by clicking on "See More", where the system will display a table with a detailed description of what is shown in the graphs.



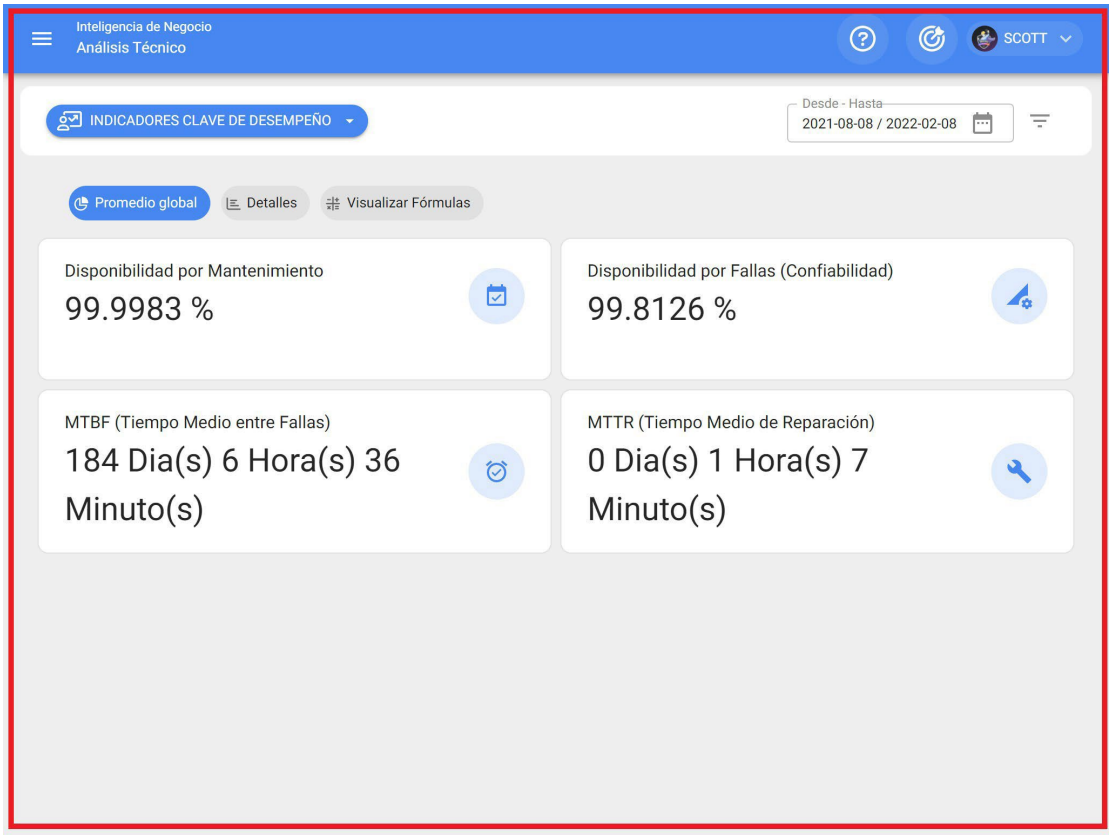


In addition, all the information displayed in the module can be exported using the additional options menu that accompanies each graph and table.


Inteligencia de Negocio
Análisis Técnico
SCOTT
DASHBOARD
Desde - Hasta
2021-08-08 / 2022-02-08
Tareas Programadas en OTs vs Tareas en OTs Realizadas
150
120
90
60
30
0
109
52
49
25
35
5
33
12
95
58
132
87
36
9
Ago (2021)
Sep (2021)
Oct (2021)
Nov (2021)
Dic (2021)
Ene (2022)
Feb (2022)
Programado
Finalizado
Total: 423
Descripción
Localización
Tareas Programadı
Tarea
EMPRESA SECTOR MANUFACTURA
//
1
EMPRESA SECTOR MANUFACTURA
//
1
PLANTA 1 - PRODUCCIÓN ALIMENTOS
// EMPRESA SECTOR MANUFACTURA/
1
PLANTA 1 - PRODUCCIÓN ALIMENTOS
// EMPRESA SECTOR MANUFACTURA/
1

Key performance indicators : Fracttal One

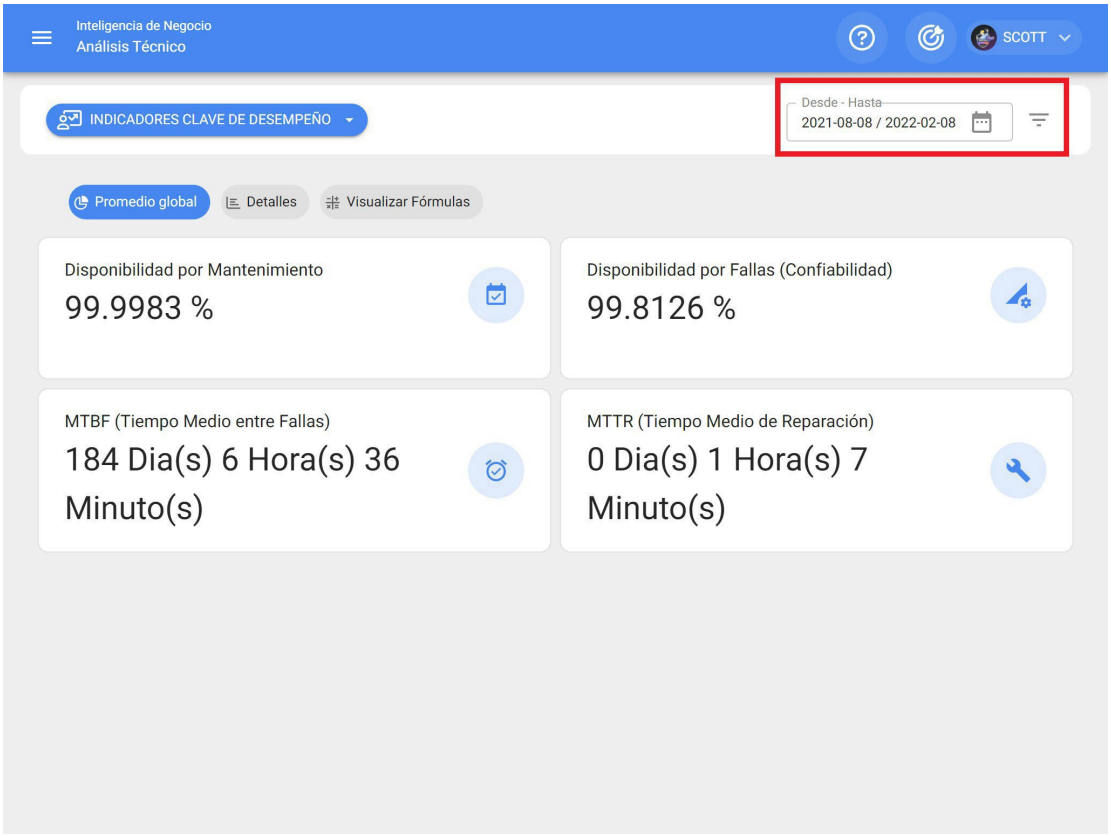
help.fracttal.com/en/articles/5997824-indicators-key-performance-indicators



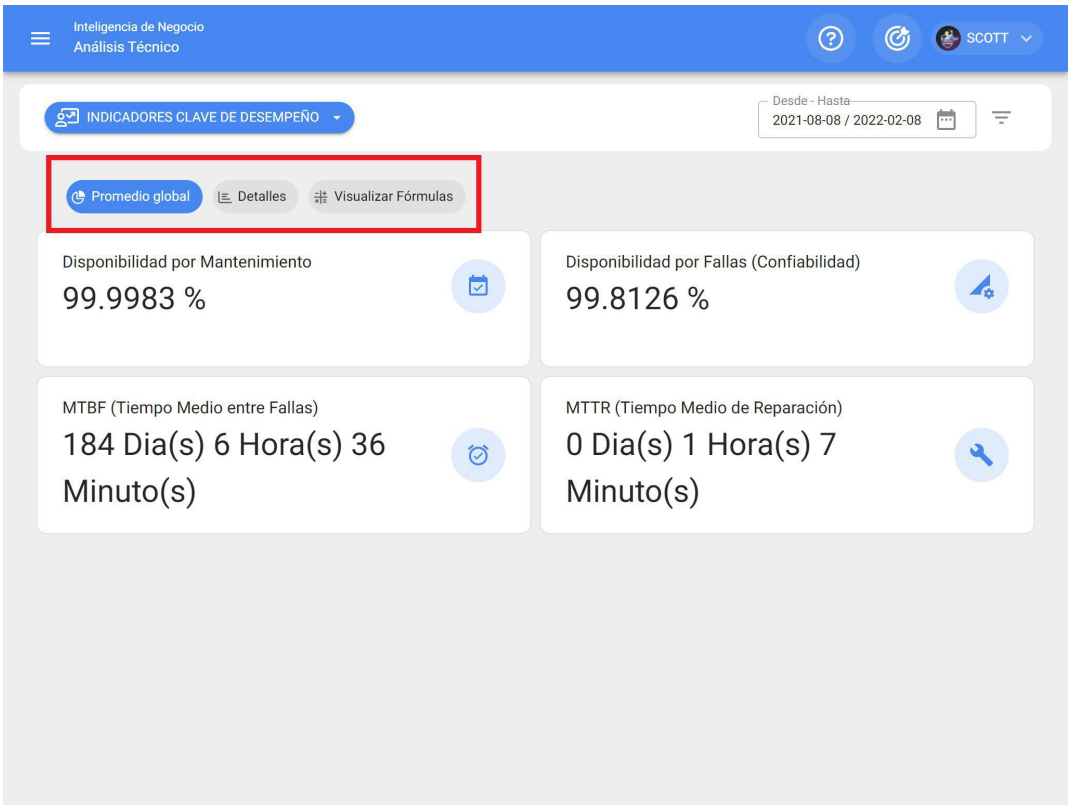
At Fracttal there are 4 types of fundamental indicators in all maintenance management:

- **Availability due to maintenance**
- **Availability due to failures**
- **Mean time between failures**
- **Mean time to repair**

Where the system will allow you to apply advanced filters to perform better analysis.

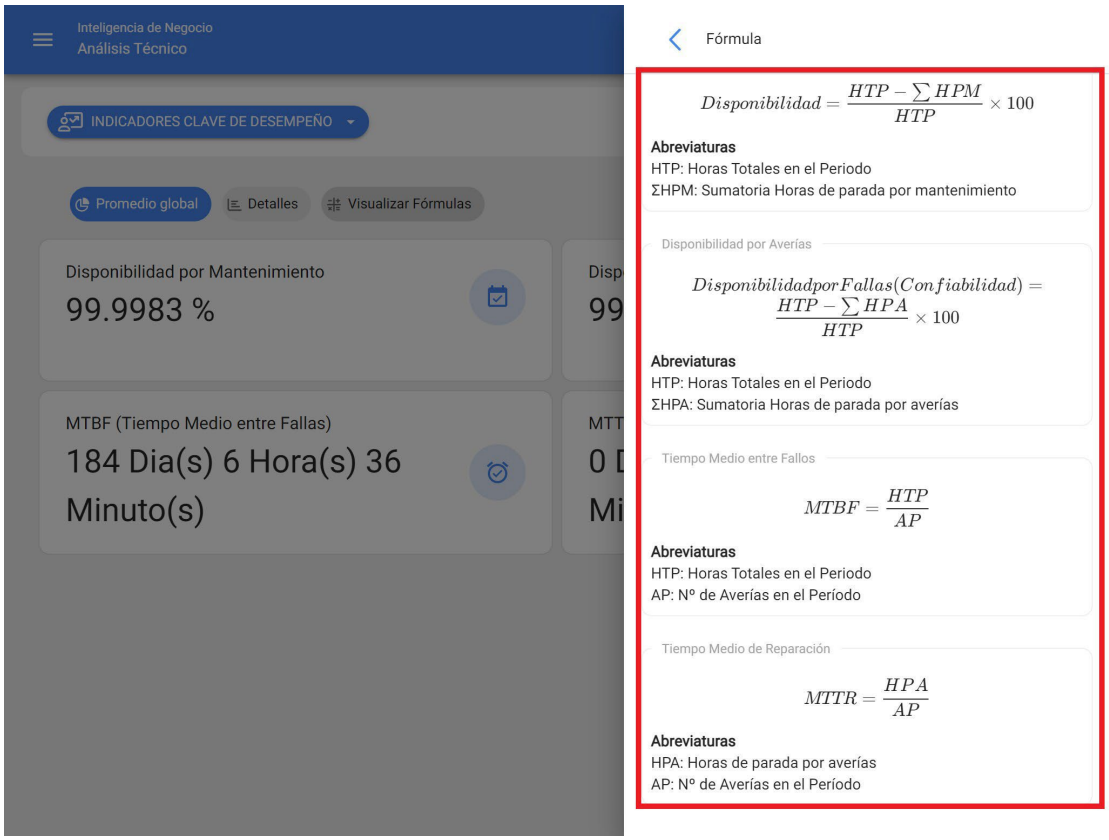


In this way, the overall results can be visualized, together with the details and formulas on which the calculation of these indicators is based.



Note:

The following aspects must be taken into consideration when calculating and formulating the indicators:

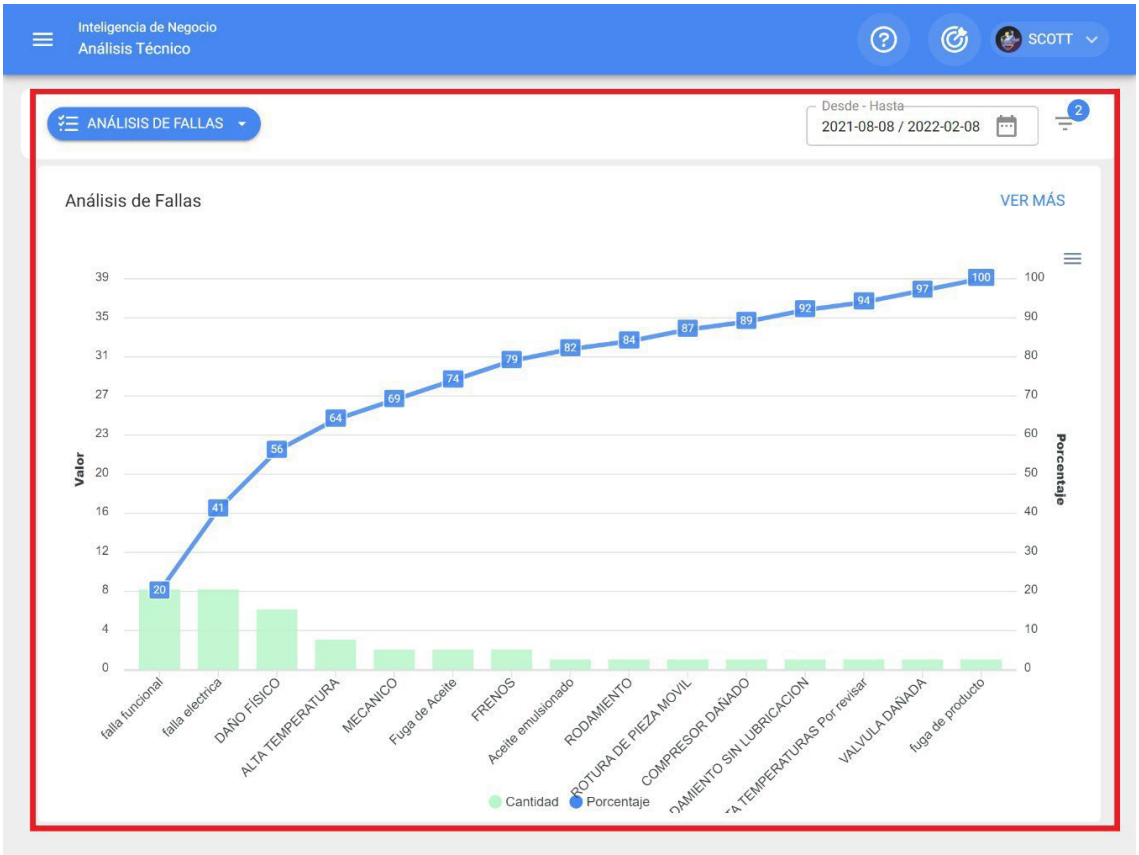


- **Total hours in the period (HTP):** Corresponds to the total hours evaluated in the period of time (this data outgoing from the filter by date range) in which the indicator is being evaluated by the number of hours of average daily use of the assets evaluated (this data outgoing from the general tab of each asset).
- **Sum of maintenance downtime hours:** Corresponds to the actual downtime of the asset that is recorded in the Planned TOs.

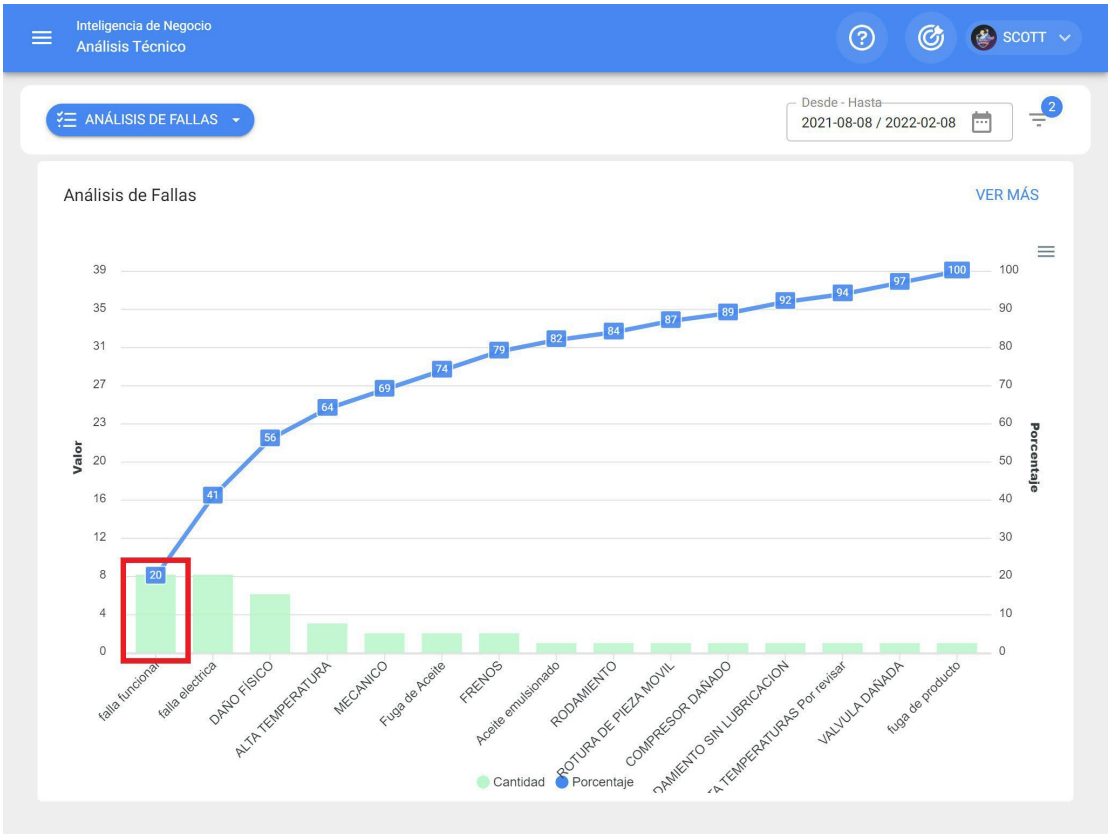
  Sum of downtime hours due to breakdowns: Corresponds to the out-of-service time recorded in the Unplanned work management.

Failure analysis : Fracttal One

help.fracttal.com/en/articles/5997834-fault-analysis

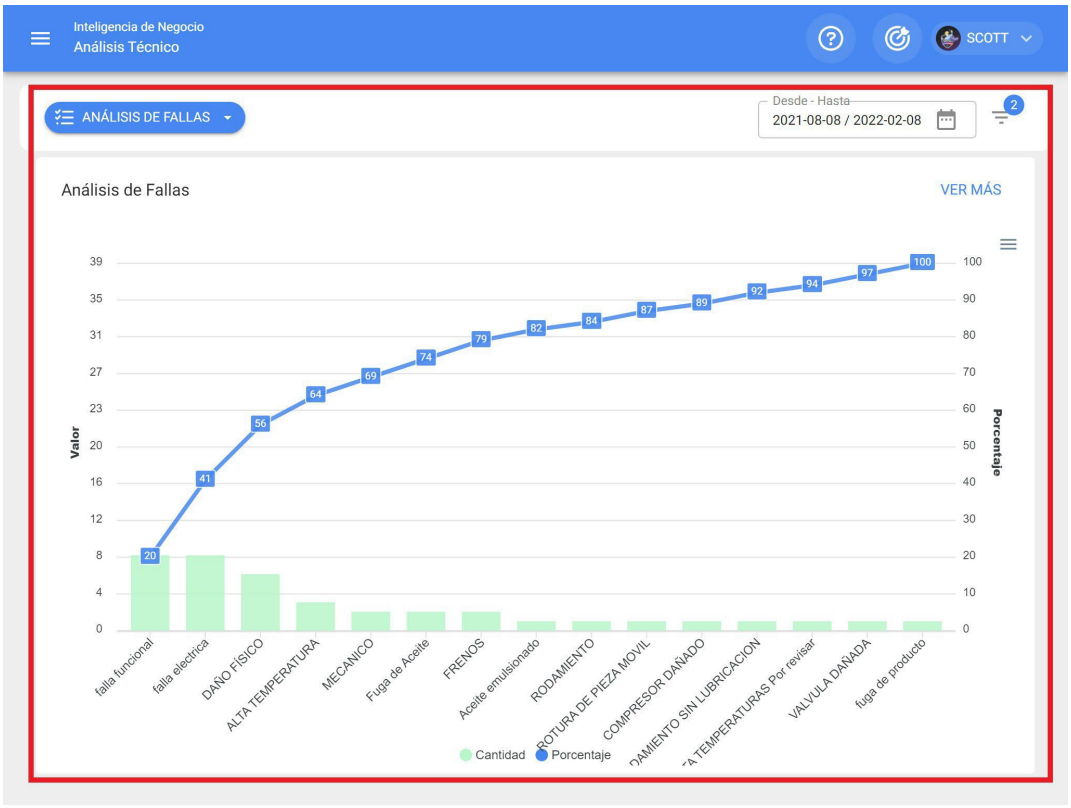


In this module you will be able to analyze all the failures recorded in the system through a Pareto diagram, which will allow you to graphically classify the types of failures in percentage and numerical form in order to highlight which ones have the greatest impact on asset management.



Additionally, clicking on the bars of the graph will open a new window with a second Pareto diagram associated to the causes that originated the failure.

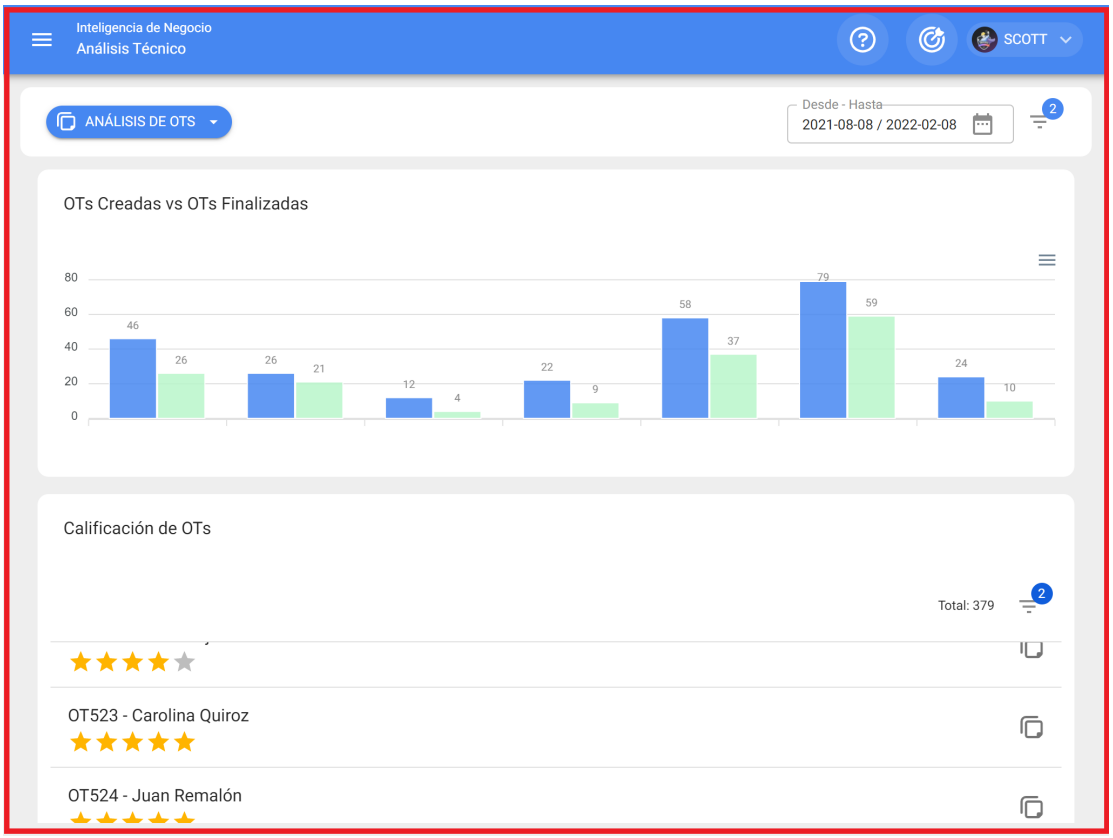
Note: All these graphs can be analyzed in detail by clicking on "See More", where the system will display a table with a detailed description of what is shown in the graphs. In addition, all the information in the module can be exported by making use of the additional options menu that accompanies each graph and table.



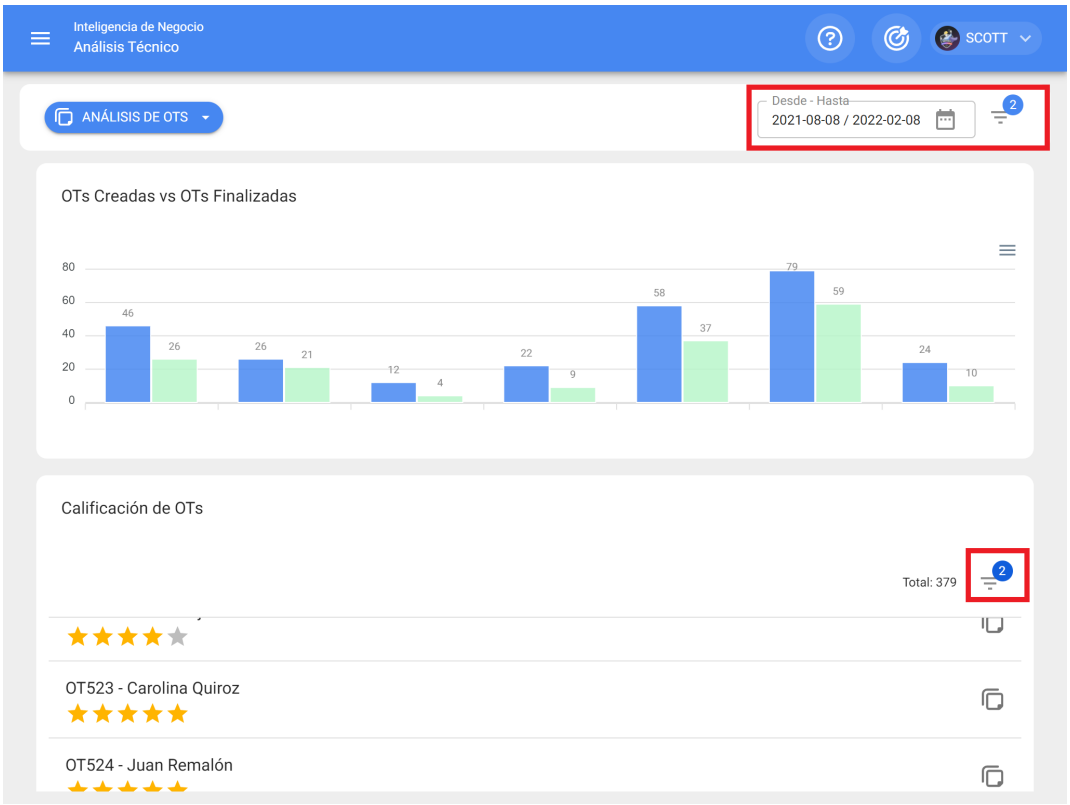
OTs analysis : Fracttal One

help.fracttal.com/en/articles/5997840-analysis-of-ots

In this module you will be able to analyze in detail all the work order management in the platform, since you will have a graphical consolidation of scheduled vs. completed TOs, qualification tables and detailed information of each of the TOs that have been completed.



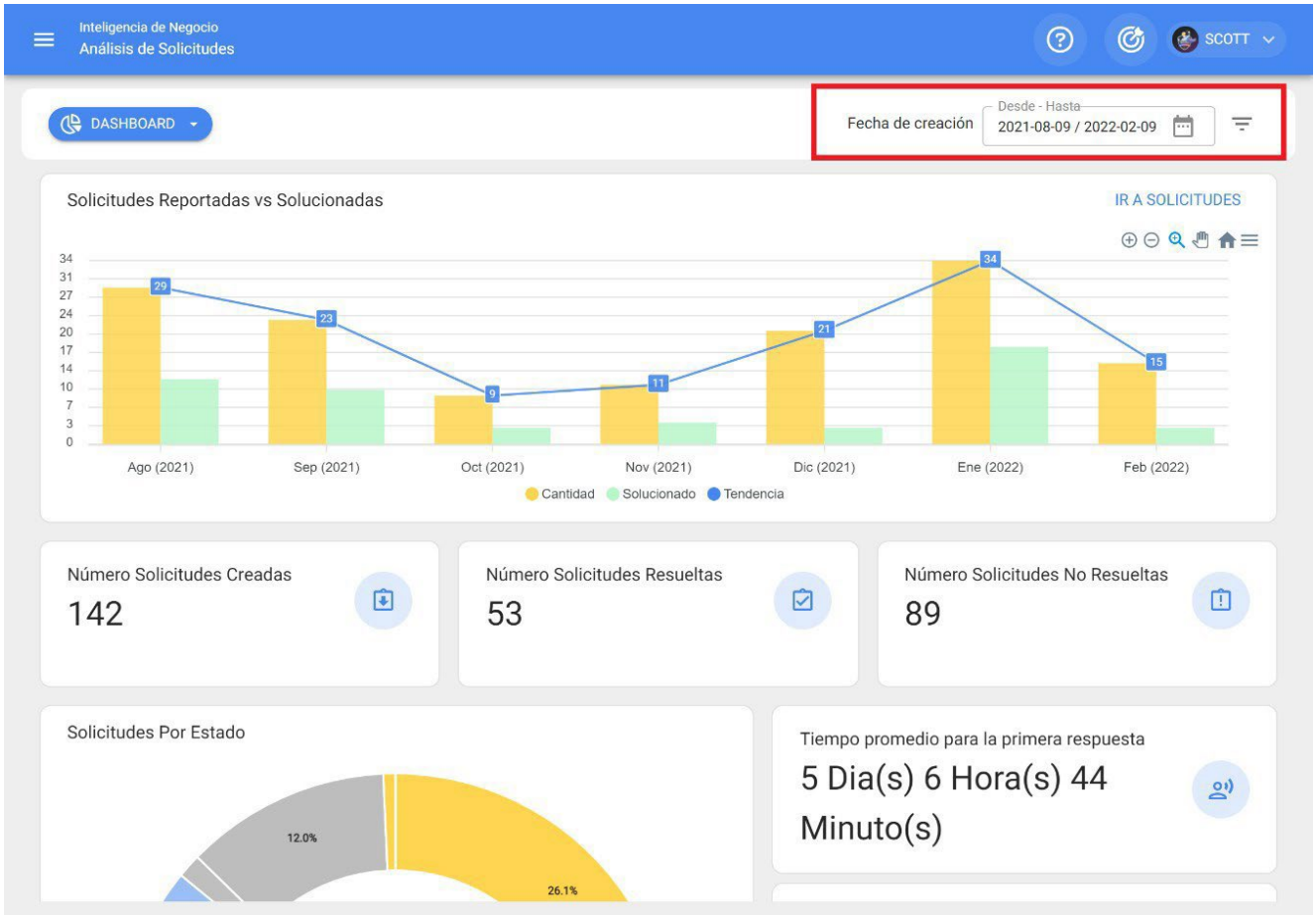
In addition, in each section of the module you will have advanced filters and additional options to perform minor analysis and exports.


Inteligencia de Negocio
Análisis Técnico
SCOTT
ANÁLISIS DE OTS
Desde - Hasta
2021-08-08 / 2022-02-08
2
OTs Creadas vs OTs Finalizadas
80
60
40
20
0
46
26
26
21
12
4
22
9
58
37
79
59
24
10
Calificación de OTs
Total: 379
2
OT523 - Carolina Quiroz
OT524 - Juan Remalón

Filter bar in Request Analysis

help.fracttal.com/en/articles/5998129-filter-bar-on-application-analysis

At the top of the window you will find a bar at any time which will allow you to perform search filters for the following options:

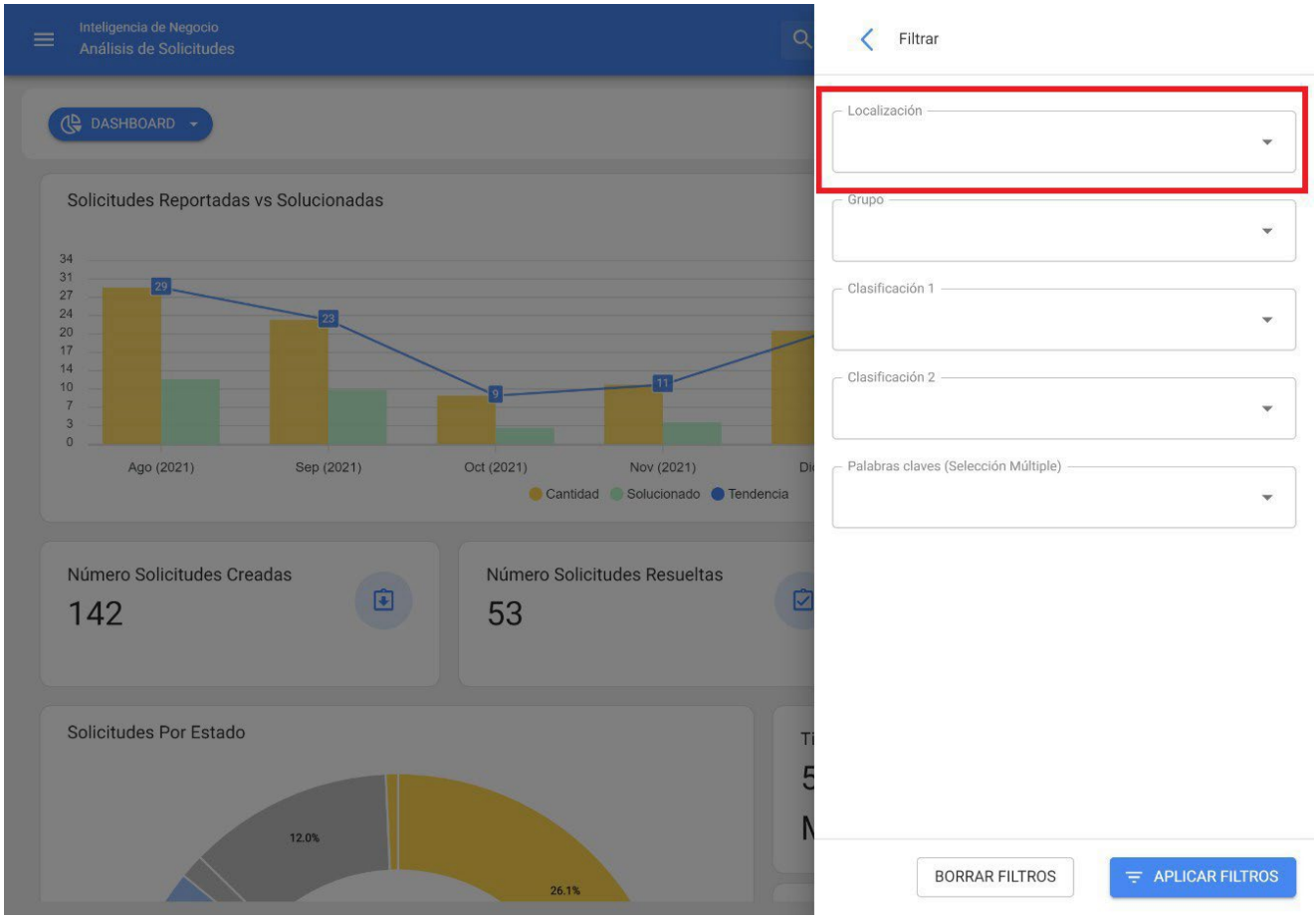


Filter Located in or is part of

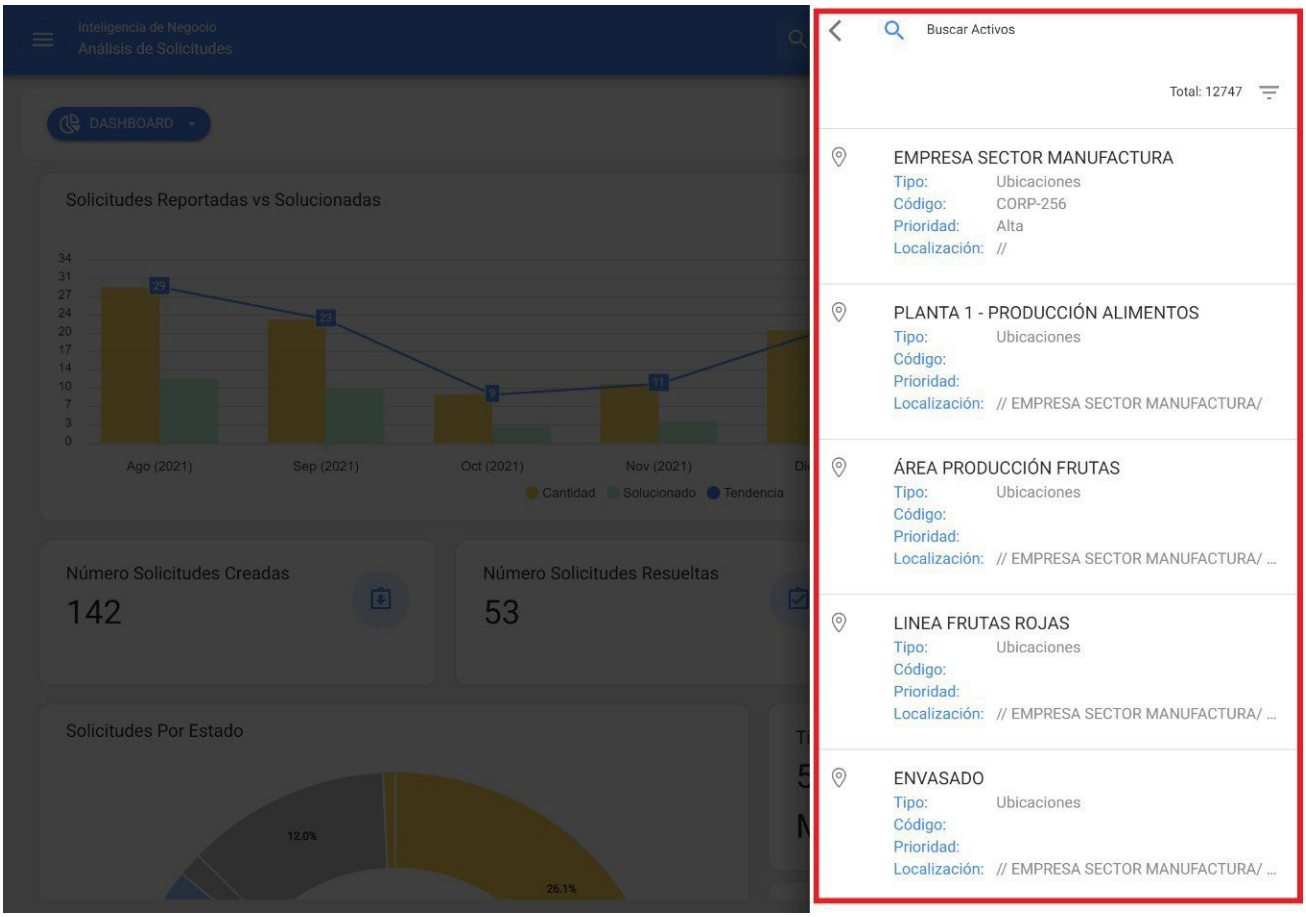
Considering that in Fracttal assets can be aggregated and structured in an organized tree view, the "Located in or is part of" filter allows searching for assets contained below the asset to which the filter is applied.

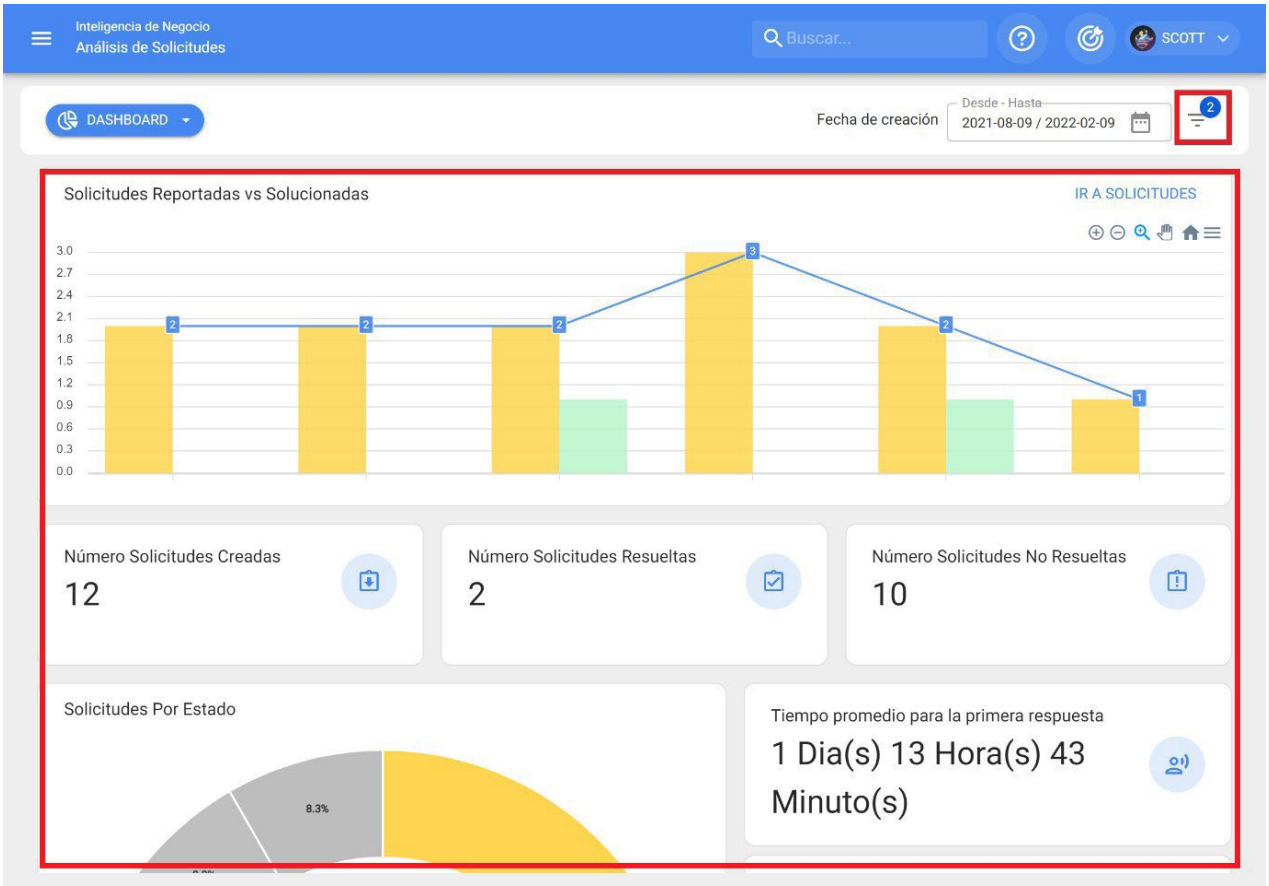
For example: If in our database we have a main location called Parent Company, which contains as sub-locations Plant 1 and Raw Material Area, which in turn contains conveyor belts as equipment (see image). If we apply the filter on the Parent Company, the system will show us the information associated with the assets contained in that location (Plant 1 - Raw Material Area and Conveyor Belts).

Understanding its functionality, to apply it you only have to click on the filter



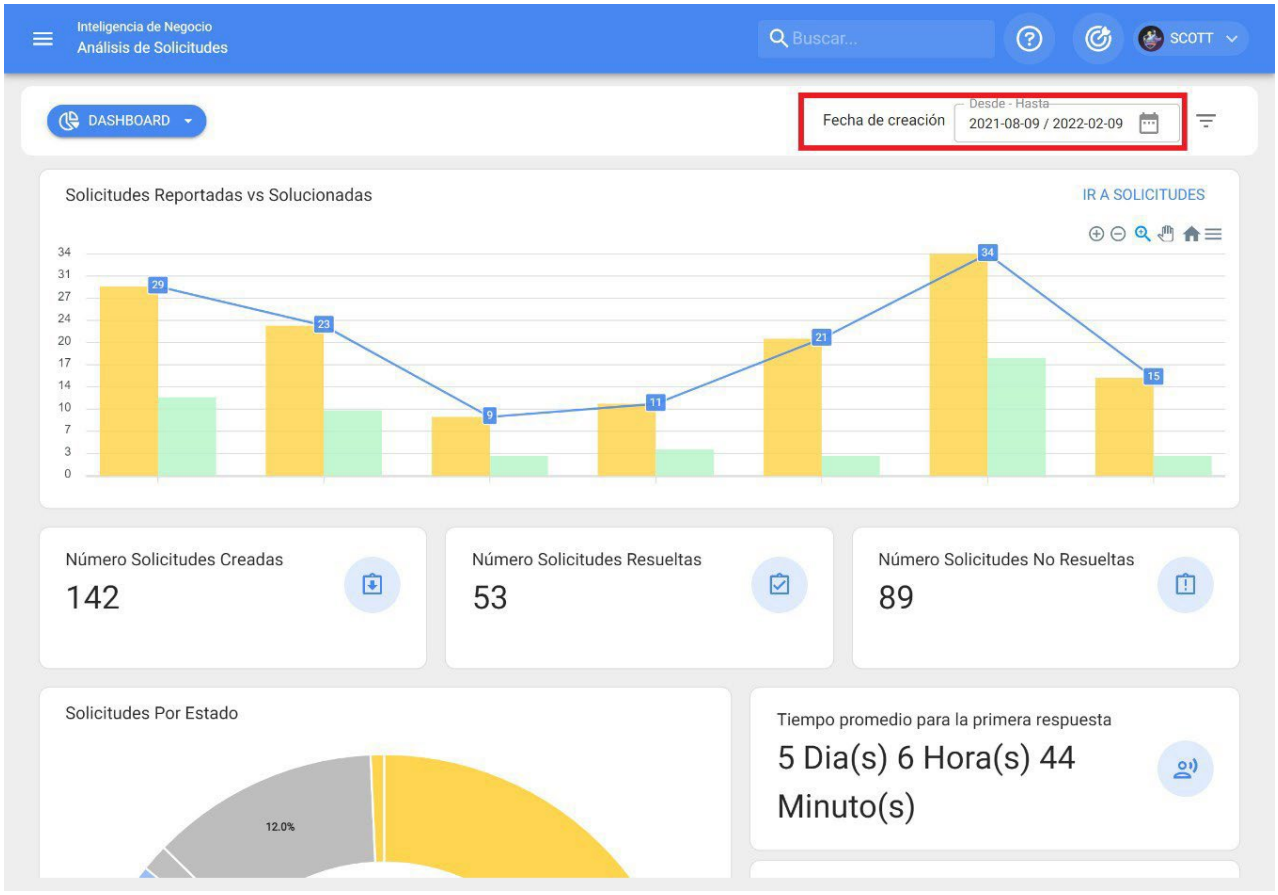
Then the system will display a list with all the assets (locations and equipment) so that it can be selected according to the location to be analyzed and displayed.

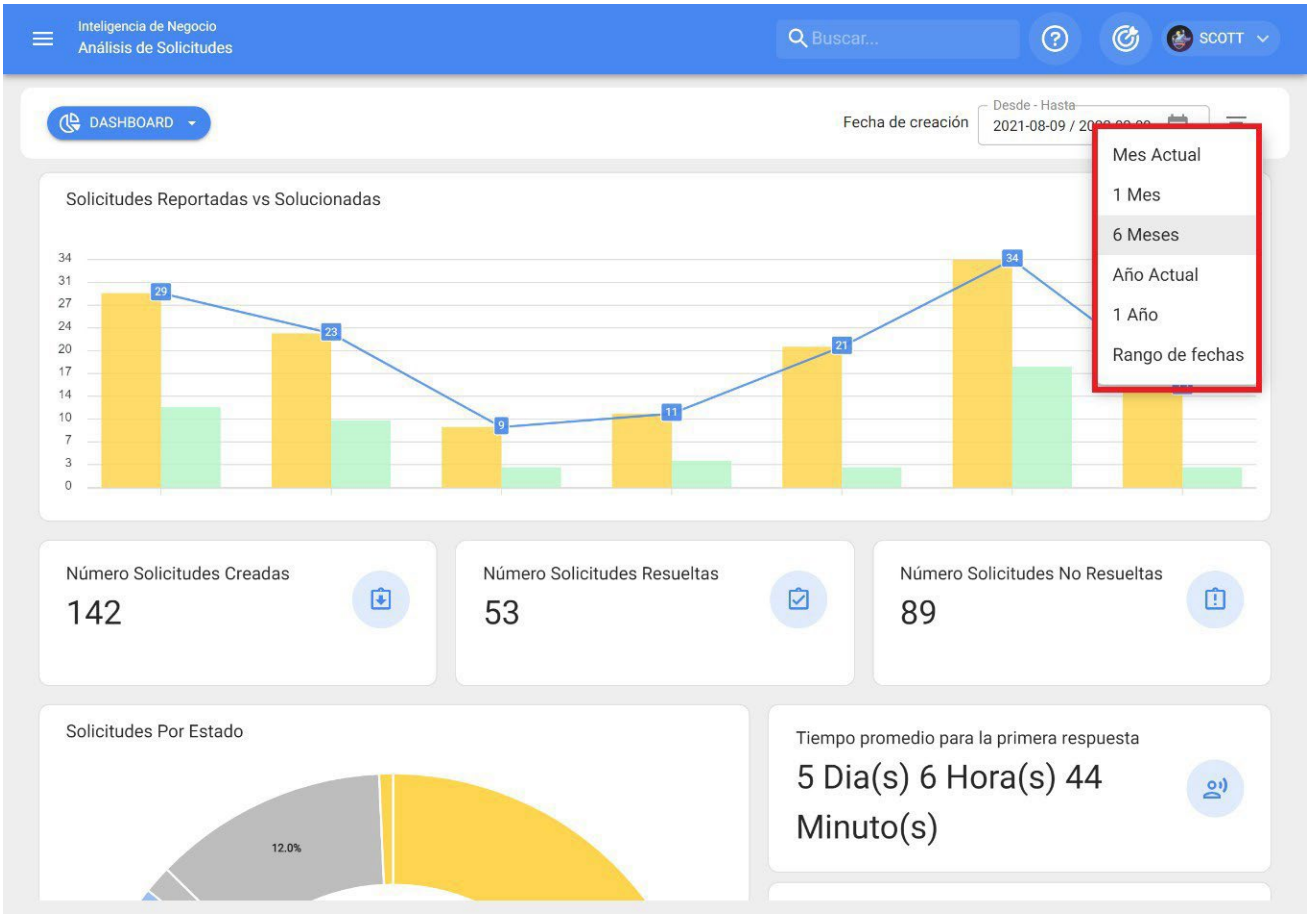

Inteligencia de Negocio
Análisis de Solicitudes
DASHBOARD
Solicitudes Reportadas vs Solucionadas
Ago (2021)
Sep (2021)
Oct (2021)
Nov (2021)
Cantidad
Solucionado
Tendencia
Número Solicitudes Creadas
142
Número Solicitudes Resueltas
53
Solicitudes Por Estado
12.0%
26.1%
Buscar Activos
Total: 12747
EMPRESA SECTOR MANUFACTURA
Tipo: Ubicaciones
Código: CORP-256
Prioridad: Alta
Localización: //
PLANTA 1 - PRODUCCIÓN ALIMENTOS
Tipo: Ubicaciones
Localización: // EMPRESA SECTOR MANUFACTURA/
ÁREA PRODUCCIÓN FRUTAS
Tipo: Ubicaciones
Localización: // EMPRESA SECTOR MANUFACTURA/ ...
LINEA FRUTAS ROJAS
Tipo: Ubicaciones
Localización: // EMPRESA SECTOR MANUFACTURA/ ...
ENVASADO
Tipo: Ubicaciones
Localización: // EMPRESA SECTOR MANUFACTURA/ ...


Inteligencia de Negocio
Análisis de Solicitudes
Buscar...
SCOTT
DASHBOARD
Fecha de creación
Desde - Hasta
2021-08-09 / 2022-02-09
Solicitudes Reportadas vs Solucionadas
IR A SOLICITUDES
Número Solicitudes Creadas
12
Número Solicitudes Resueltas
2
Número Solicitudes No Resueltas
10
Solicitudes Por Estado
8.3%
Tiempo promedio para la primera respuesta
1 Dia(s) 13 Hora(s) 43 Minuto(s)

Date filter

Filter that allows you to select different date ranges to be displayed. To do so, click on the date and then the system will show all the available options.



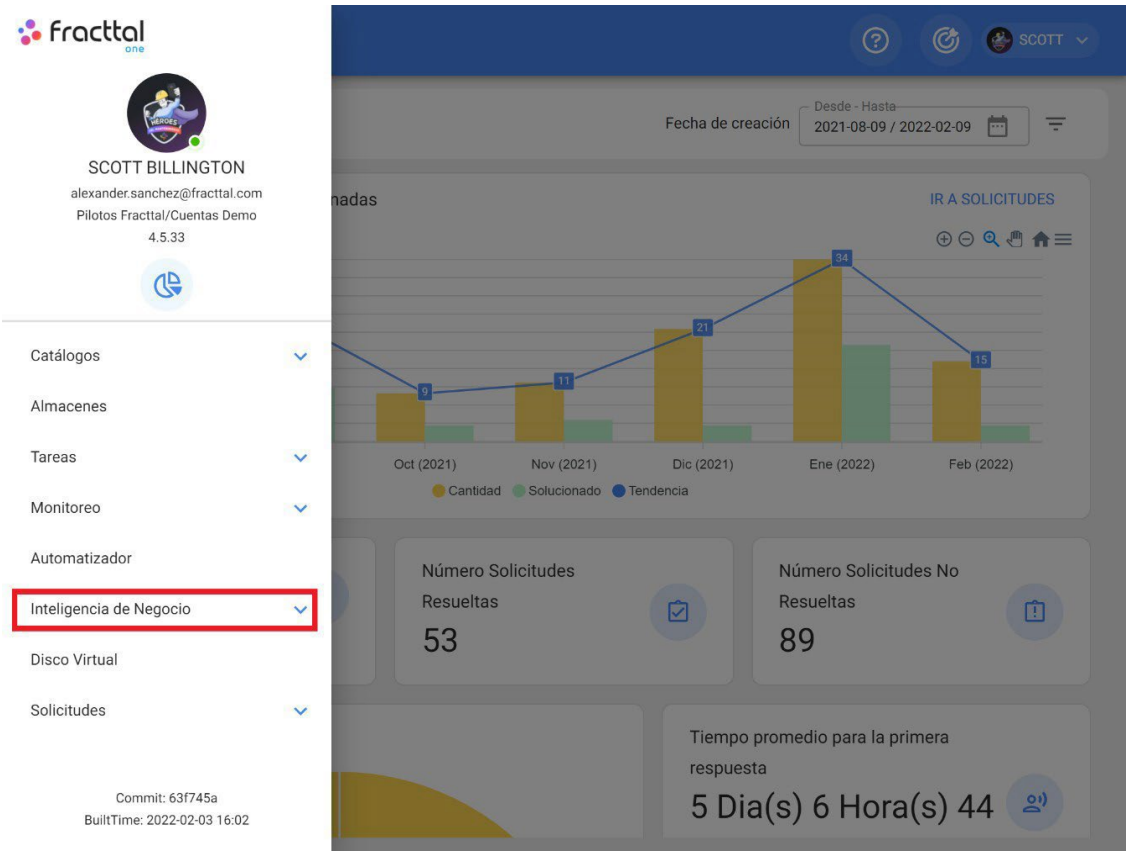


- ***Current Month:*** Allows you to view the information of the current month.
- ***1 Month:*** Allows the display of information for one month only (it is counted backwards from the current day to the month).
- ***6 Months:*** Allows you to view the information for the last 6 months (counted backwards from the current day to 6 months).
- ***Current Year:*** Allows you to view the information for the current year.
- ***1 Year:*** Allows you to view the information for a whole year (counting backwards from the current day to the year).
- ***Date range:*** Allows you to select the specific date range to be evaluated.

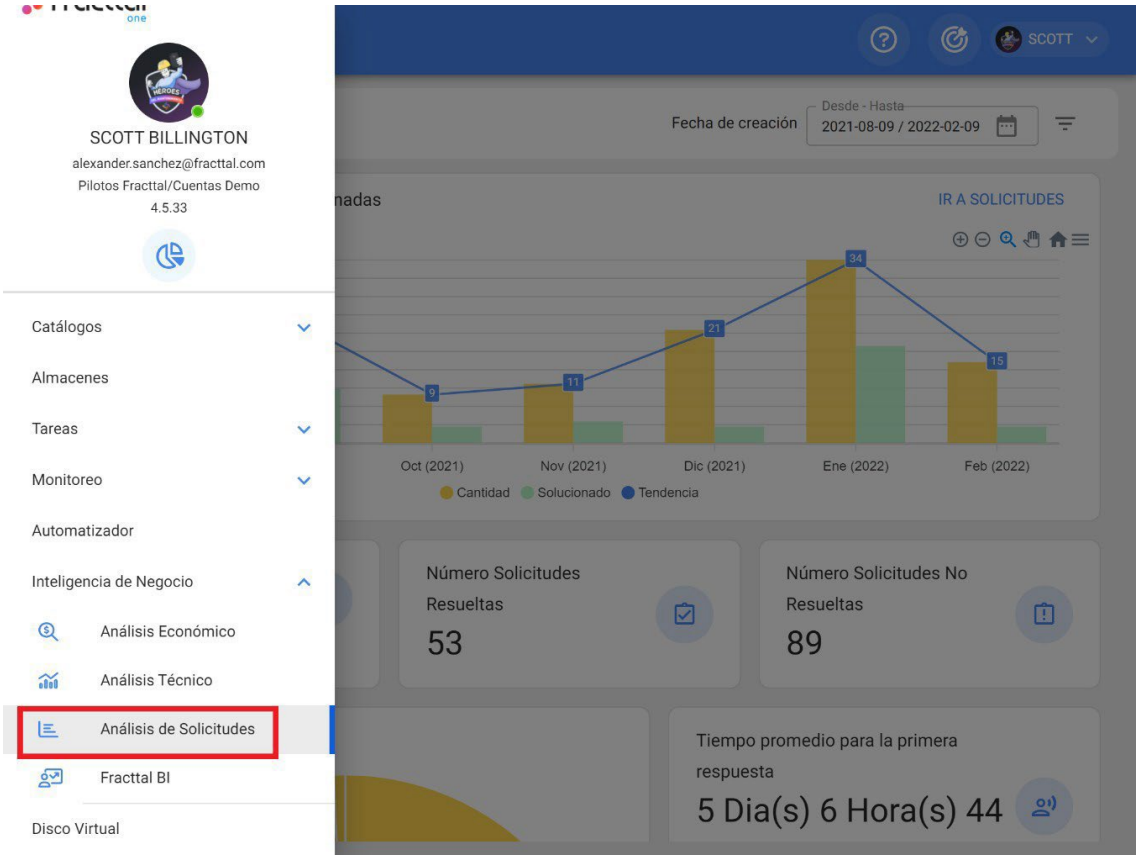
How to enter the Request Analysis module?

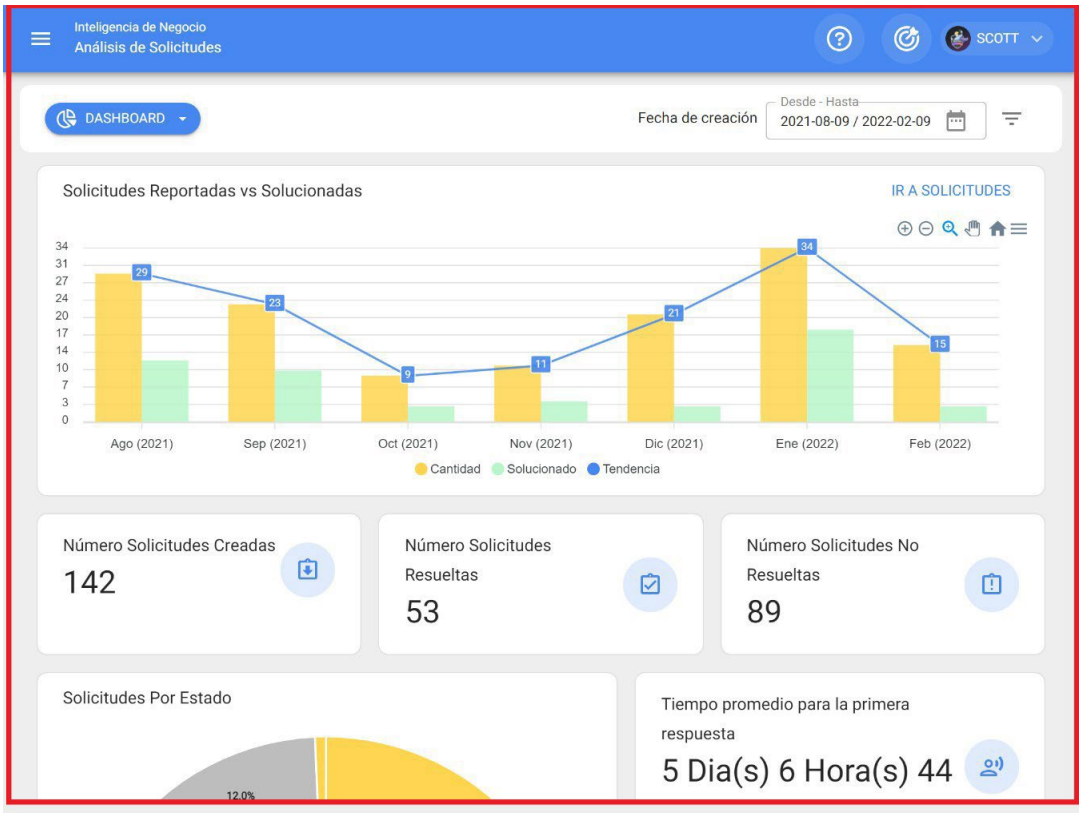
help.fracttal.com/en/articles/5998102-as-entry-application-analysis-module

To enter just go to the main menu and look for the "Business Intelligence" module.



Clicking on it will display all the associated sub-modules, where you must click again on "Request Analysis" to finally display the window with the request analysis section.

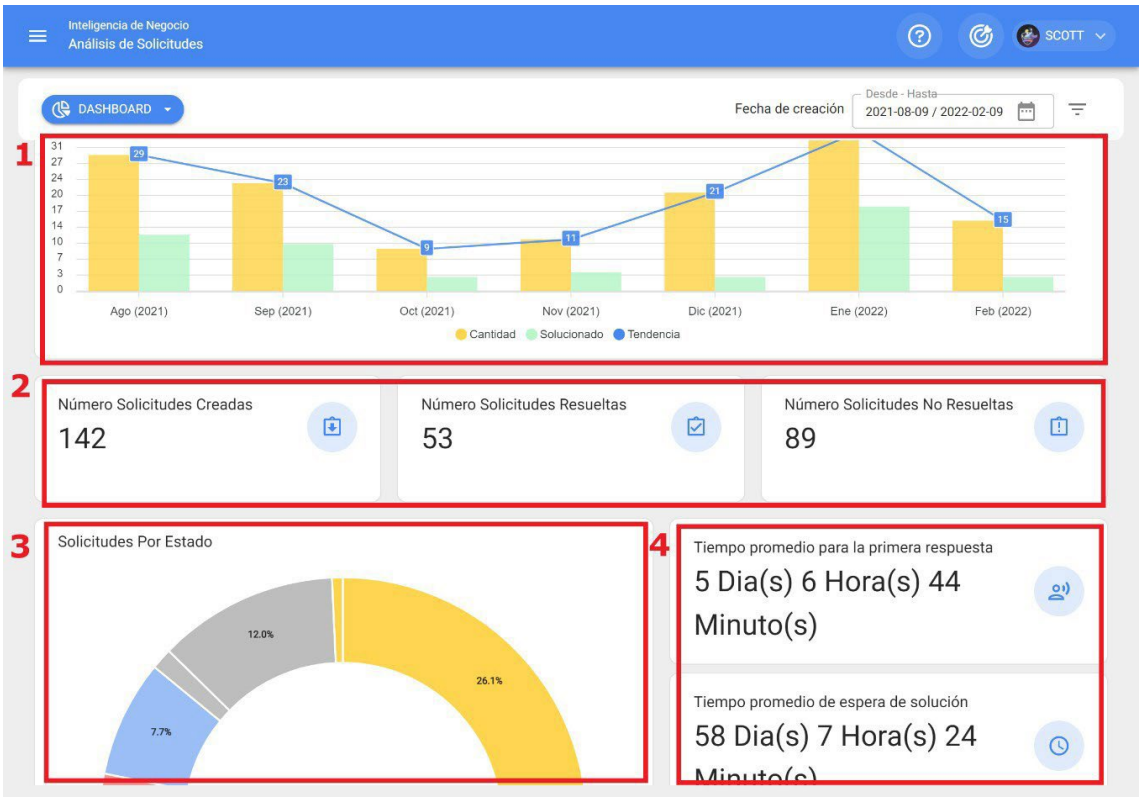

SCOTT BILLINGTON
alexander.sanchez@fracttal.com
Pilotos Fracttal/Cuentas Demo
4.5.33
Catálogos
Almacenes
Tareas
Monitoreo
Automatizador
Inteligencia de Negocio
Análisis Económico
Análisis Técnico
Análisis de Solicitudes
Fracttal BI
Disco Virtual
SCOTT
Fecha de creación
Desde - Hasta
2021-08-09 / 2022-02-09
IR A SOLICITUDES
Oct (2021)
Nov (2021)
Dic (2021)
Ene (2022)
Feb (2022)
Cantidad
Solucionado
Tendencia
Número Solicitudes Resueltas
53
Número Solicitudes No Resueltas
89
Tiempo promedio para la primera respuesta
5 Dia(s) 6 Hora(s) 44


Inteligencia de Negocio
Análisis de Solicitudes
SCOTT
DASHBOARD
Fecha de creación
Desde - Hasta
2021-08-09 / 2022-02-09
Solicitudes Reportadas vs Solucionadas
IR A SOLICITUDES
Ago (2021)
Sep (2021)
Oct (2021)
Nov (2021)
Dic (2021)
Ene (2022)
Feb (2022)
Cantidad
Solucionado
Tendencia
Número Solicitudes Creadas
142
Número Solicitudes Resueltas
53
Número Solicitudes No Resueltas
89
Solicitudes Por Estado
Tiempo promedio para la primera respuesta
5 Dia(s) 6 Hora(s) 44

Application Analysis Dashboard

help.fracttal.com/en/articles/5998112-dashboard-on-application-analysis

The dashboard found in the request analysis module corresponds to one of the 3 tabs that make up the module. The dashboard contains a series of graphical and numerical indicators that allow you to quickly examine the following aspects of work request management:

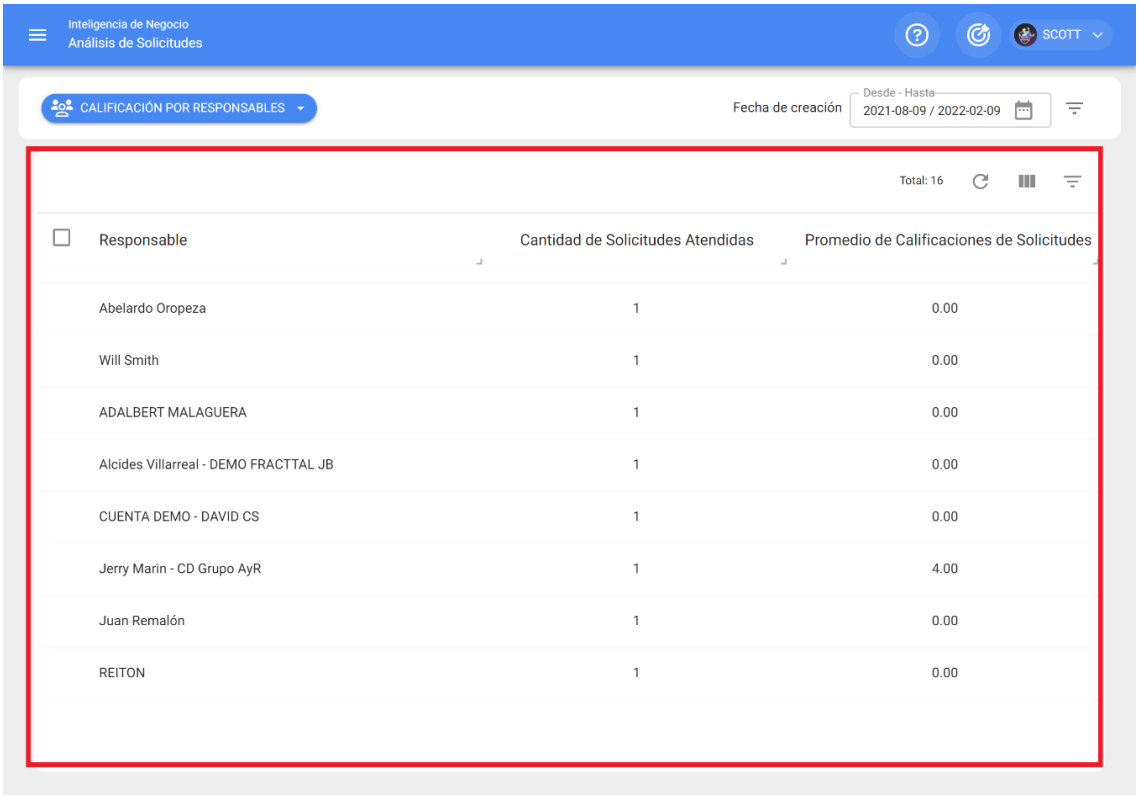


1. Comparative bar chart of the number of work requests reported vs. solved, along with the trend line.
2. Totalization of work requests that have been created, resolved and unresolved.
3. Ring chart of total work requests based on their current statuses
4. The average calculation of responses associated with the management of requests.

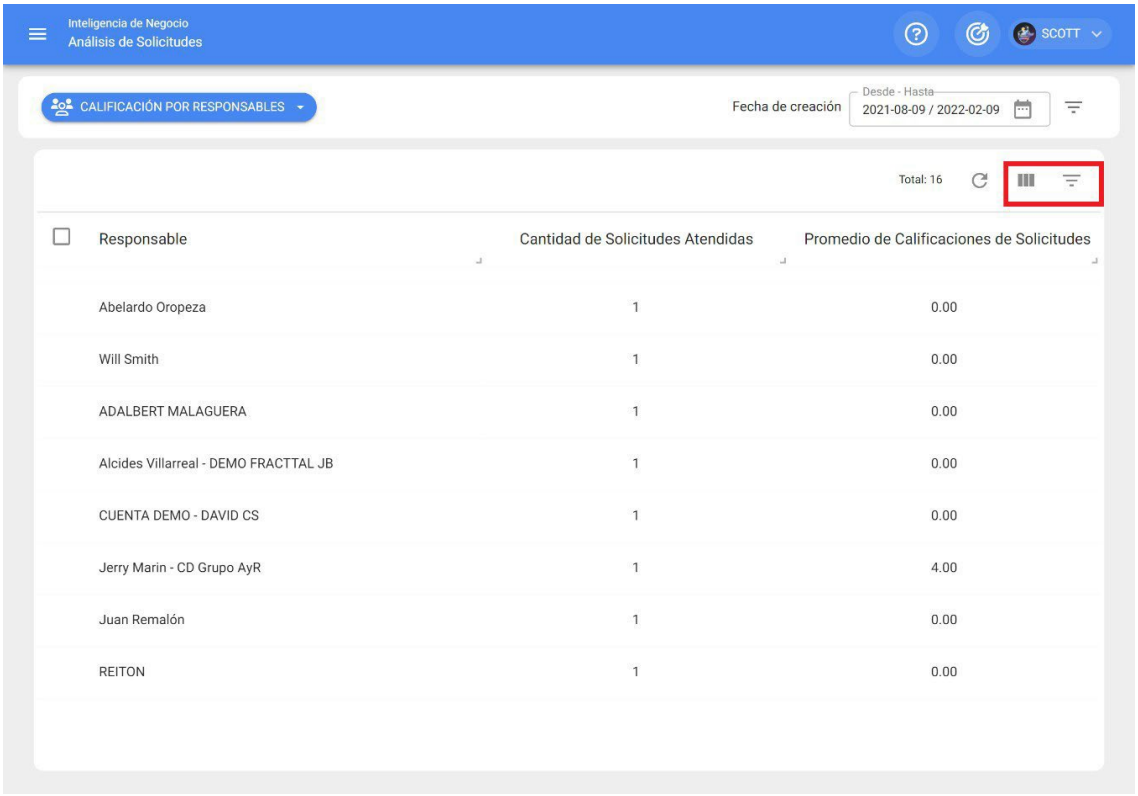
Analysis of Applications: Qualification by responsible party

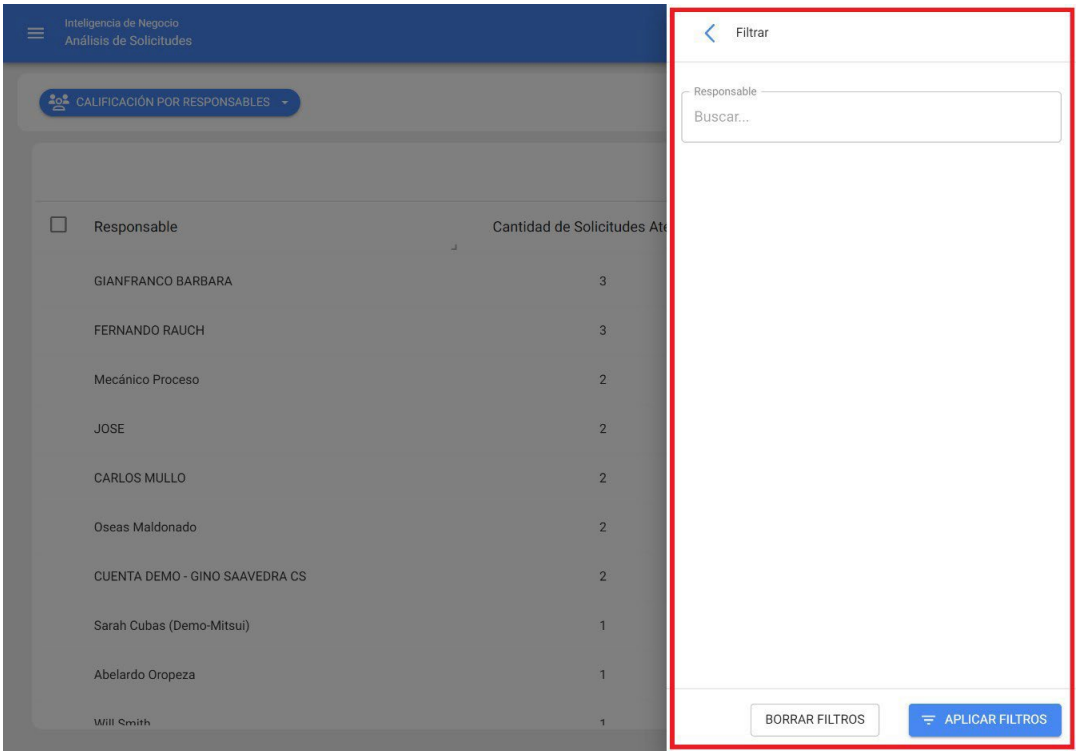
help.fracttal.com/en/articles/5998119-analysis-of-applications-qualification-by-responsible-respondent

In this tab you can have full traceability of the amount and qualification obtained by each of the managers associated to the work requests reported in the platform.



Other filtering options will also be available to facilitate the analysis as required.

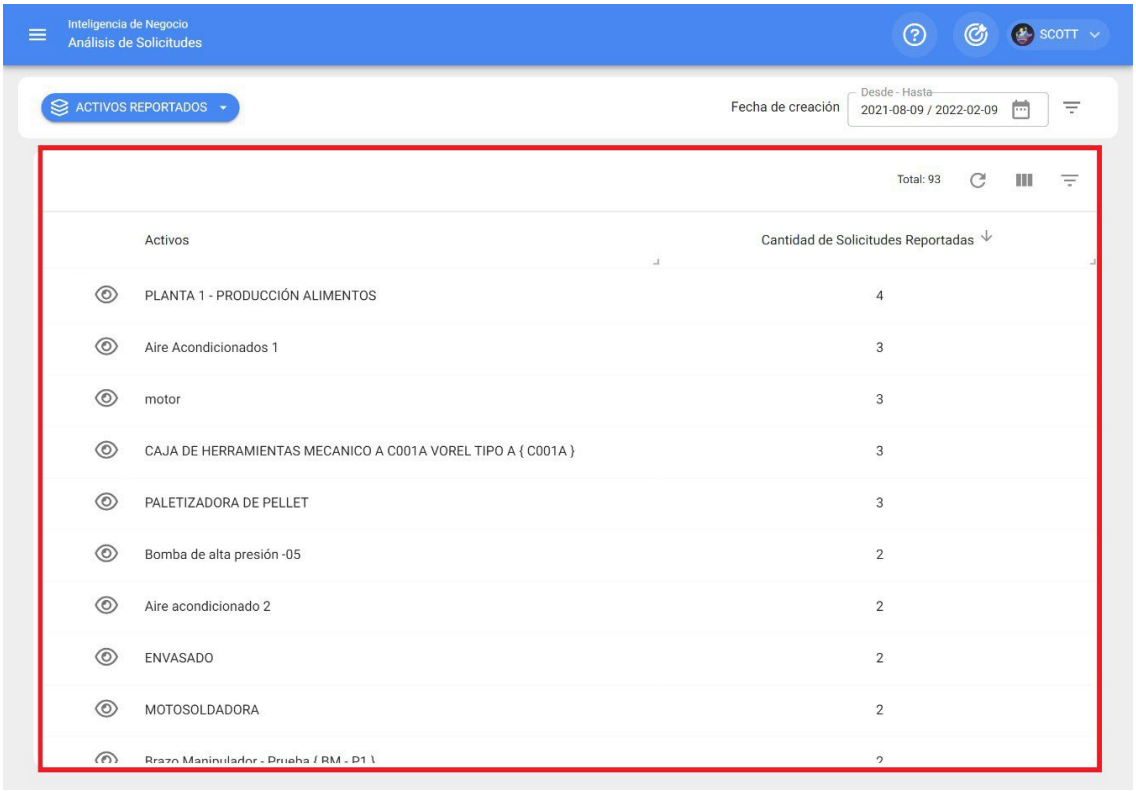

Inteligencia de Negocio
Análisis de Solicitudes
SCOTT
CALIFICACIÓN POR RESPONSABLES
Fecha de creación
Desde - Hasta
2021-08-09 / 2022-02-09
Total: 16
Responsable
Cantidad de Solicitudes Atendidas
Promedio de Calificaciones de Solicitudes
Abelardo Oropeza 1 0.00
Will Smith 1 0.00
ADALBERT MALAGUERA 1 0.00
Alcides Villarreal - DEMO FRACTTAL JB 1 0.00
CUENTA DEMO - DAVID CS 1 0.00
Jerry Marin - CD Grupo AyR 1 4.00
Juan Remalón 1 0.00
REITON 1 0.00


Inteligencia de Negocio
Análisis de Solicitudes
CALIFICACIÓN POR RESPONSABLES
Responsable
GIANFRANCO BARBARA 3
FERNANDO RAUCH 3
Mecánico Proceso 2
JOSE 2
CARLOS MULLO 2
Oseas Maldonado 2
CUENTA DEMO - GINO SAAVEDRA CS 2
Sarah Cubas (Demo-Mitsui) 1
Abelardo Oropeza 1
Filtrar
Responsable
Buscar...
BORRAR FILTROS
APLICAR FILTROS

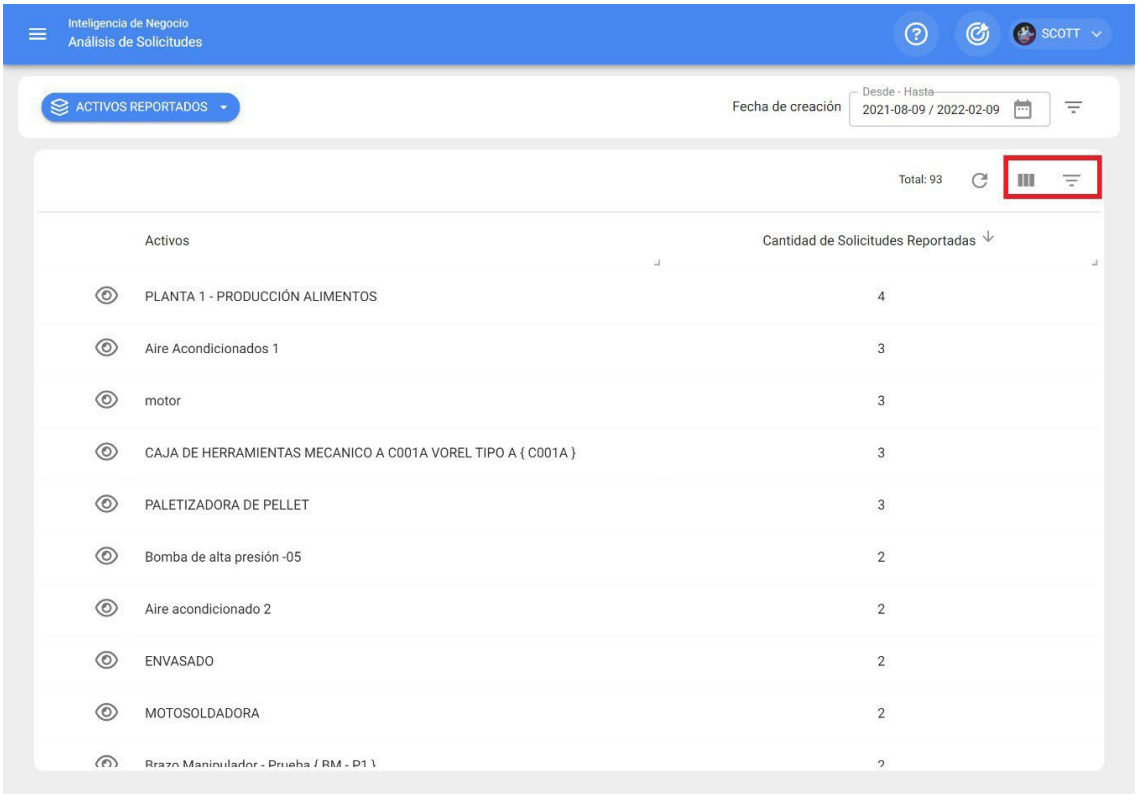
Request Analysis: Reported Assets

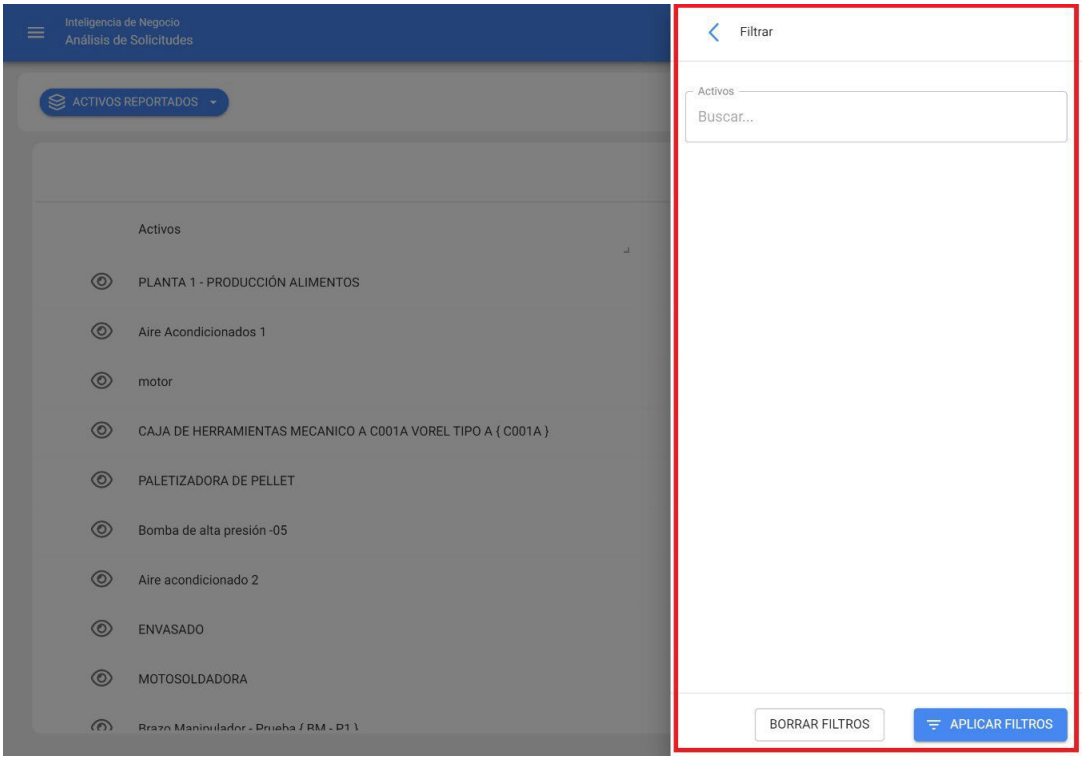
help.fracttal.com/en/articles/5998127-analysis-of-applications-assets-reports

In this tab you can quickly find out the list of assets that have submitted work requests, as well as a count of the number of requests for each of these assets. This type of analysis is of utmost importance, since it allows you to identify which assets have presented the highest number of events for which an unplanned work request has been raised.



Other filtering options will also be available to facilitate the analysis as required.

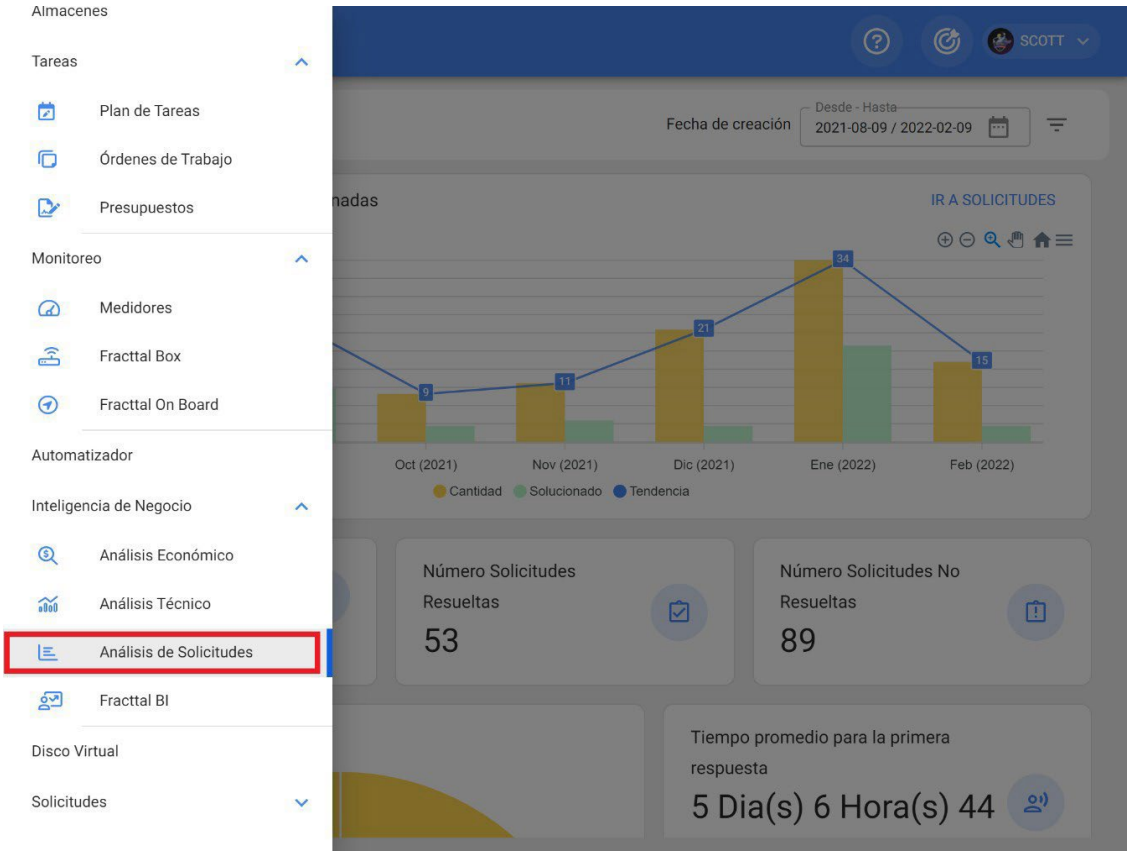

Inteligencia de Negocio
Análisis de Solicitudes
SCOTT
ACTIVOS REPORTADOS
Fecha de creación
Desde - Hasta
2021-08-09 / 2022-02-09
Total: 93
Activos
Cantidad de Solicitudes Reportadas
PLANTA 1 - PRODUCCIÓN ALIMENTOS 4
Aire Acondicionados 1 3
motor 3
CAJA DE HERRAMIENTAS MECANICO A C001A VOREL TIPO A { C001A } 3
PALETIZADORA DE PELLET 3
Bomba de alta presión -05 2
Aire acondicionado 2 2
ENVASADO 2
MOTOSOLDADORA 2


Inteligencia de Negocio
Análisis de Solicitudes
ACTIVOS REPORTADOS
Activos
PLANTA 1 - PRODUCCIÓN ALIMENTOS
Aire Acondicionados 1
motor
CAJA DE HERRAMIENTAS MECANICO A C001A VOREL TIPO A { C001A }
PALETIZADORA DE PELLET
Bomba de alta presión -05
Aire acondicionado 2
ENVASADO
MOTOSOLDADORA
Filtrar
Activos
Buscar...
BORRAR FILTROS
APLICAR FILTROS

Fracttal One application analysis

help.fracttal.com/en/articles/5998086-analysis-of-applications

In this module you can analyze and have full traceability of the work requests that have been reported and managed on the platform.



Here you will find sub-modules composed of the following tabs: Dashboard

- Qualification by Responsible Party
- Reported Assets

Fracttal BI | Fracttal One

help.fracttal.com/en/articles/5998295-fracttal-bi

In this module it is possible to create customized dashboards composed of graphical information generated from different types of widgets, in order to improve the way of interpreting and analyzing in detail the information managed in the other modules of the platform.

Watch Video At: https://youtu.be/P8-GzTHGMBk

Note: The Fracttal BI module is included in all Fracttal commercial plans and will have by default 2 dashboards, in which you can add up to 6 graphs or widgets in each one. In case you need to add more dashboards or widgets, you will have to contract it as an Add-On or additional functionality.

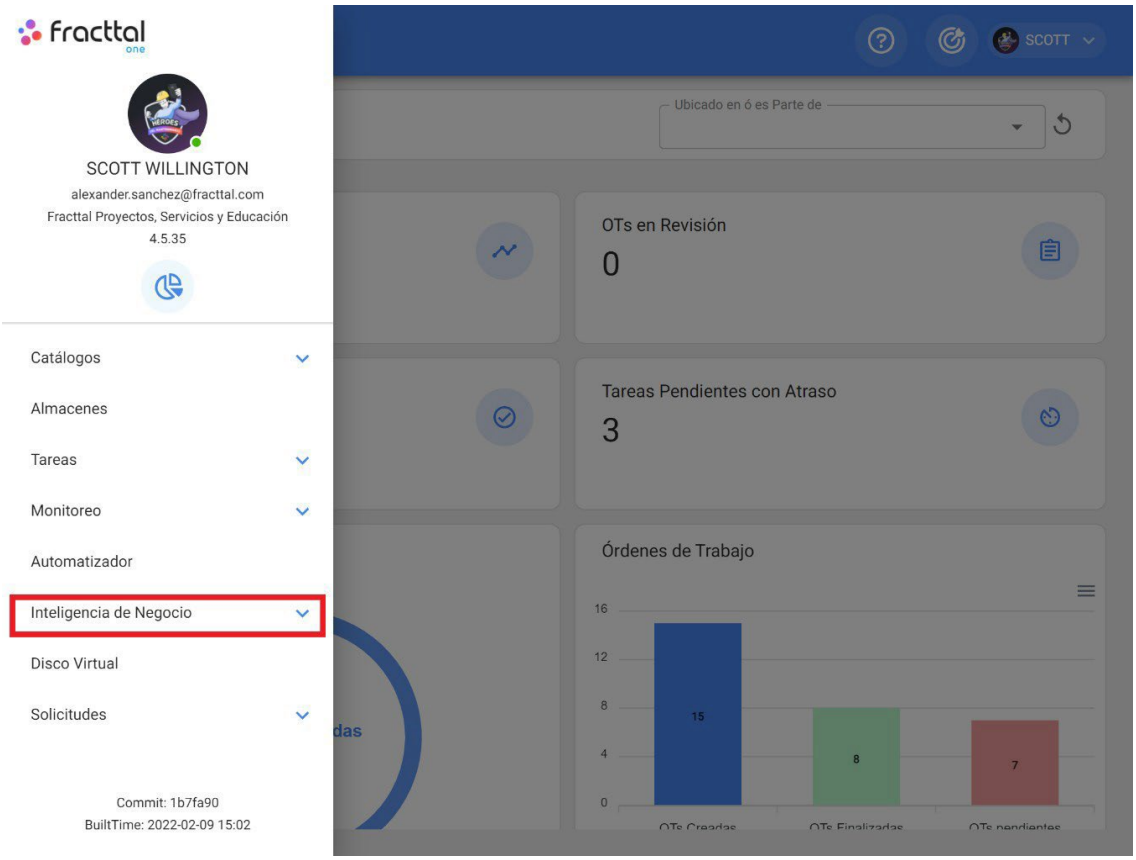
You may also be interested in:

How do I use Fracttal BI?
What are widgets in Fracttal BI?
How to add a dashboard in Fracttal BI?
How to add a widget to a panel or dashboard in Fracttal BI?

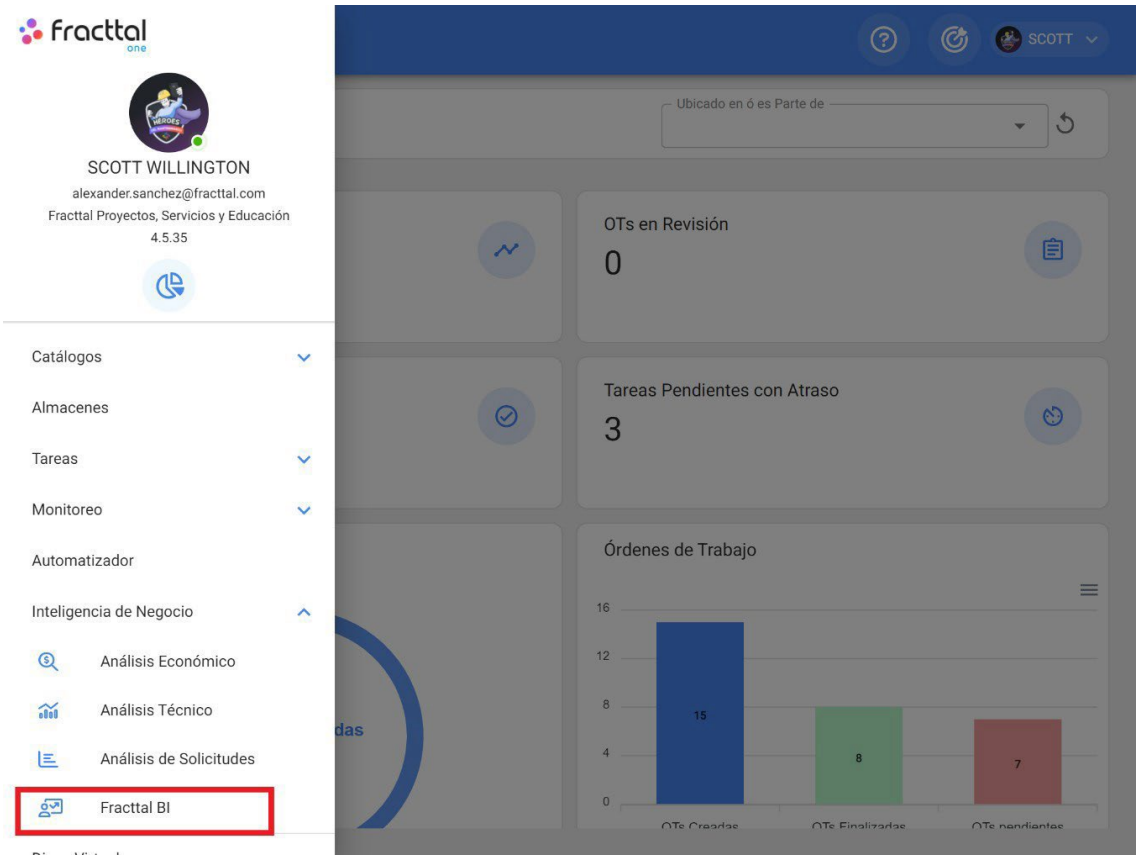
How to enter the Fracttal BI module?

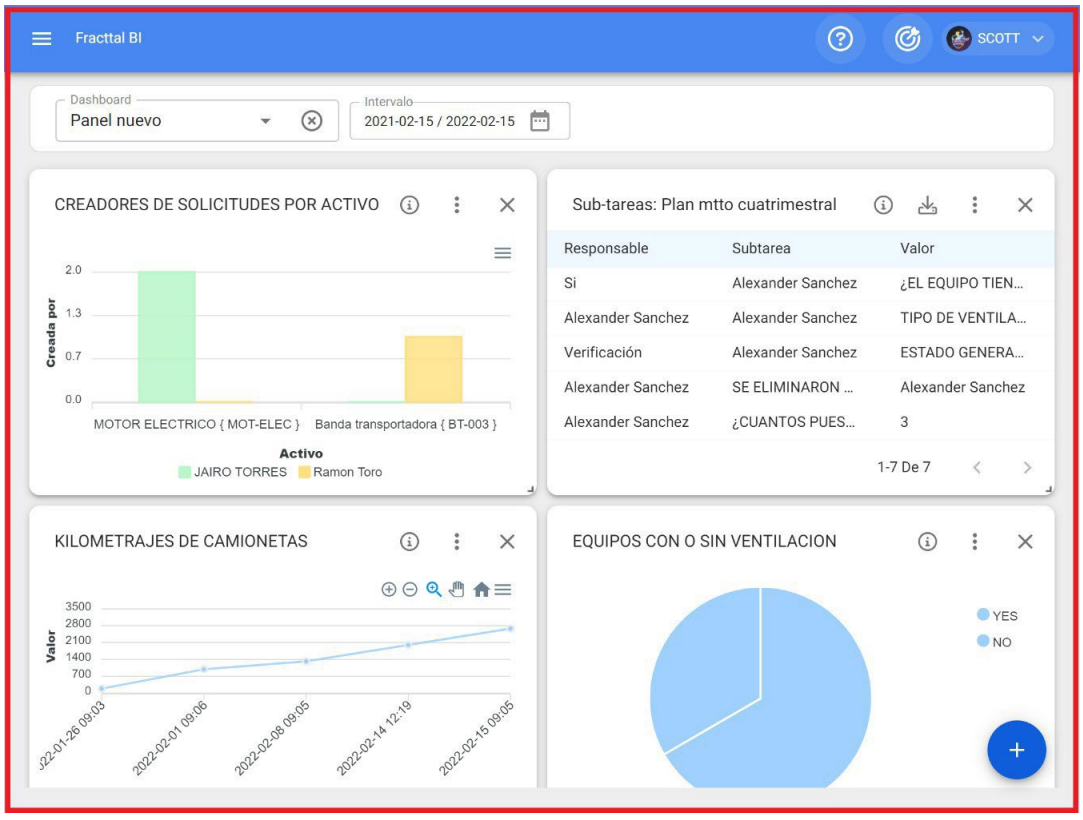
help.fracttal.com/en/articles/5998315-how-to-enter-the-fracttal-bi-module

To enter just go to the main menu and look for the "Business Intelligence" module.



When you click on it, all the associated sub-modules will be displayed and you will have to click again on "Fracttal BI" to finally display the dashboard window.

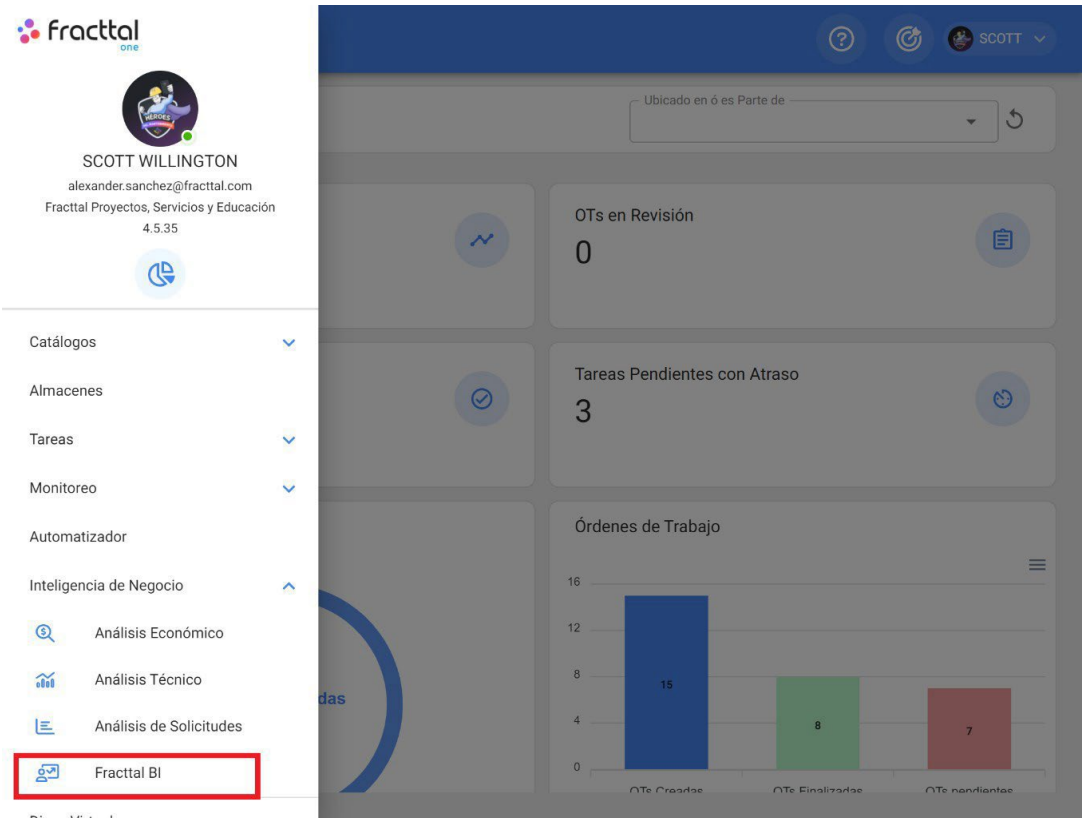

Fracttal one
SCOTT WILLINGTON
alexander.sanchez@fracttal.com
Fracttal Proyectos, Servicios y Educación
4.5.35
Catálogos
Almacenes
Tareas
Monitoreo
Automatizador
Inteligencia de Negocio
Análisis Económico
Análisis Técnico
Análisis de Solicitudes
Fracttal BI
SCOTT
Ubicado en ó es Parte de
OTs en Revisión
0
Tareas Pendientes con Atraso
3
Órdenes de Trabajo
16
12
8
4
0
15
8
7

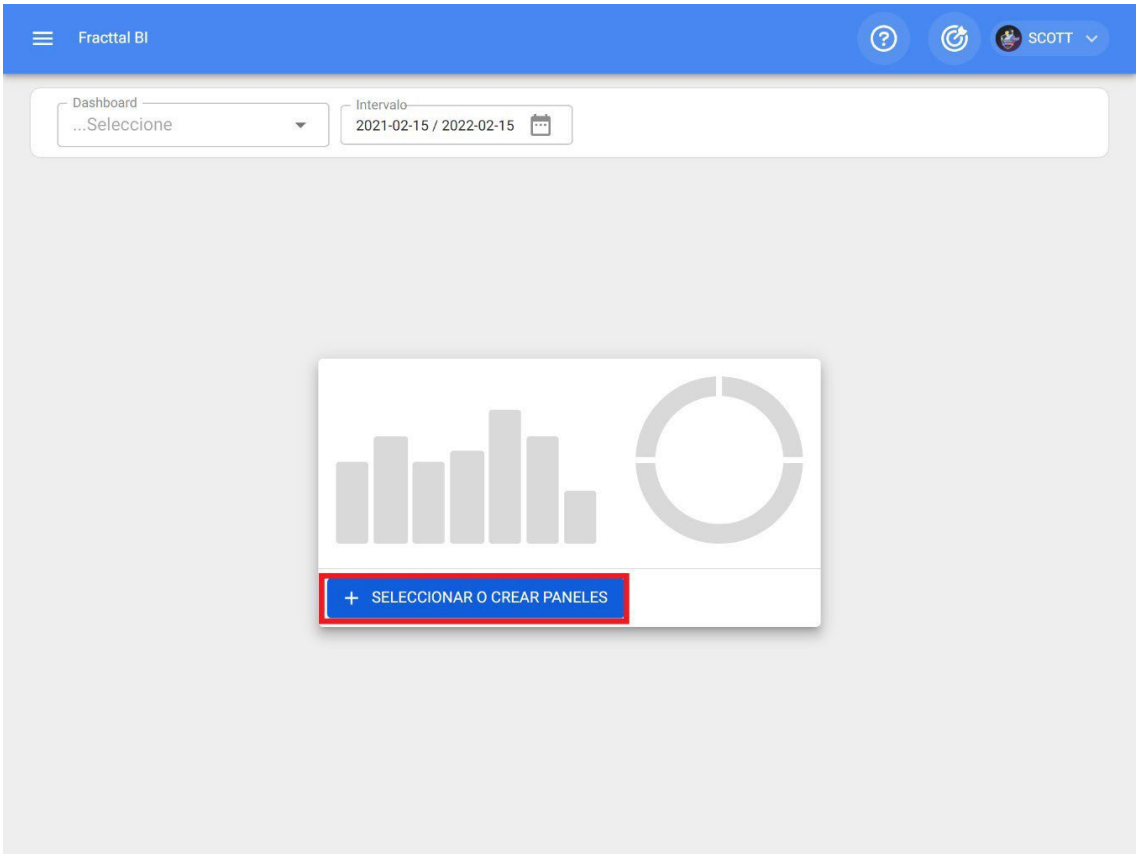

Fracttal BI
SCOTT
Dashboard
Panel nuevo
Intervalo
2021-02-15 / 2022-02-15
CREADORES DE SOLICITUDES POR ACTIVO
Creada por
2.0
1.3
0.7
0.0
MOTOR ELECTRICO { MOT-ELEC }
Banda transportadora { BT-003 }
Activo
JAIRO TORRES
Ramon Toro
Sub-tareas: Plan mtto cuatrimestral
Responsable
Subtarea
Valor
Si
Alexander Sanchez
¿EL EQUIPO TIEN...
Alexander Sanchez
Alexander Sanchez
TIPO DE VENTILA...
Verificación
Alexander Sanchez
ESTADO GENERA...
Alexander Sanchez
SE ELIMINARON ...
Alexander Sanchez
Alexander Sanchez
¿CUANTOS PUES...
3
1-7 De 7
KILOMETRAJES DE CAMIONETAS
Valor
3500
2800
2100
1400
700
0
2022-01-26 09:03
2022-02-01 09:06
2022-02-08 09:05
2022-02-14 12:19
2022-02-15 09:05
EQUIPOS CON O SIN VENTILACION
YES
NO

How to add a dashboard in Fracttal BI?

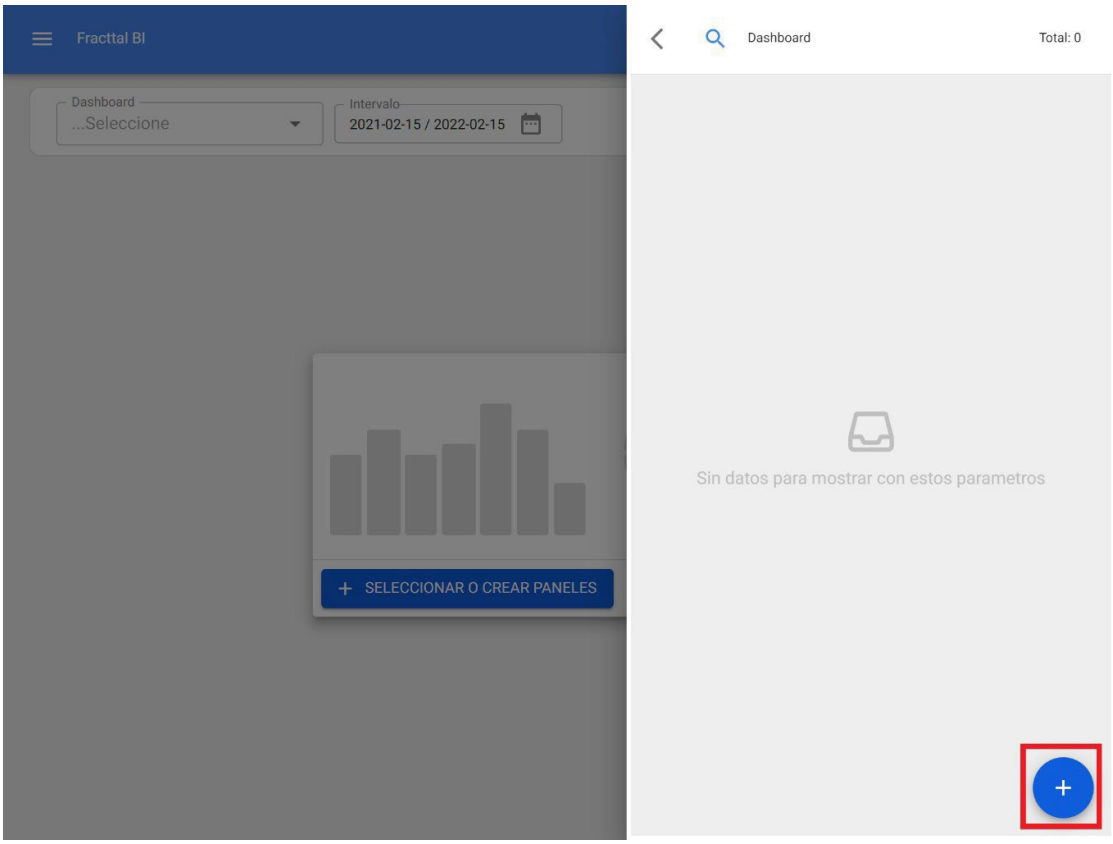
help.fracttal.com/en/articles/5998317-how-to-add-a-panel-o-dashboard-in-fracttal-bi

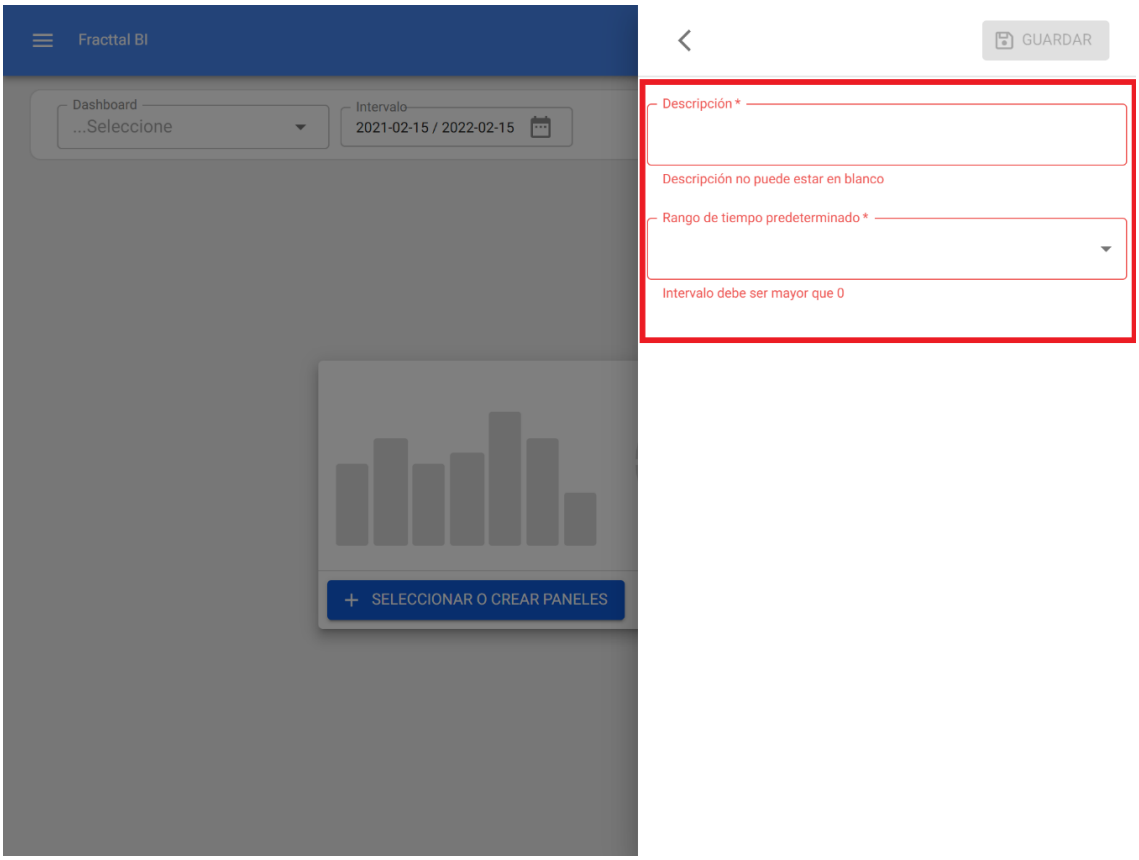
To add a panel you must first enter the "Fracttal BI" module and then click on the "select or create panels" option.



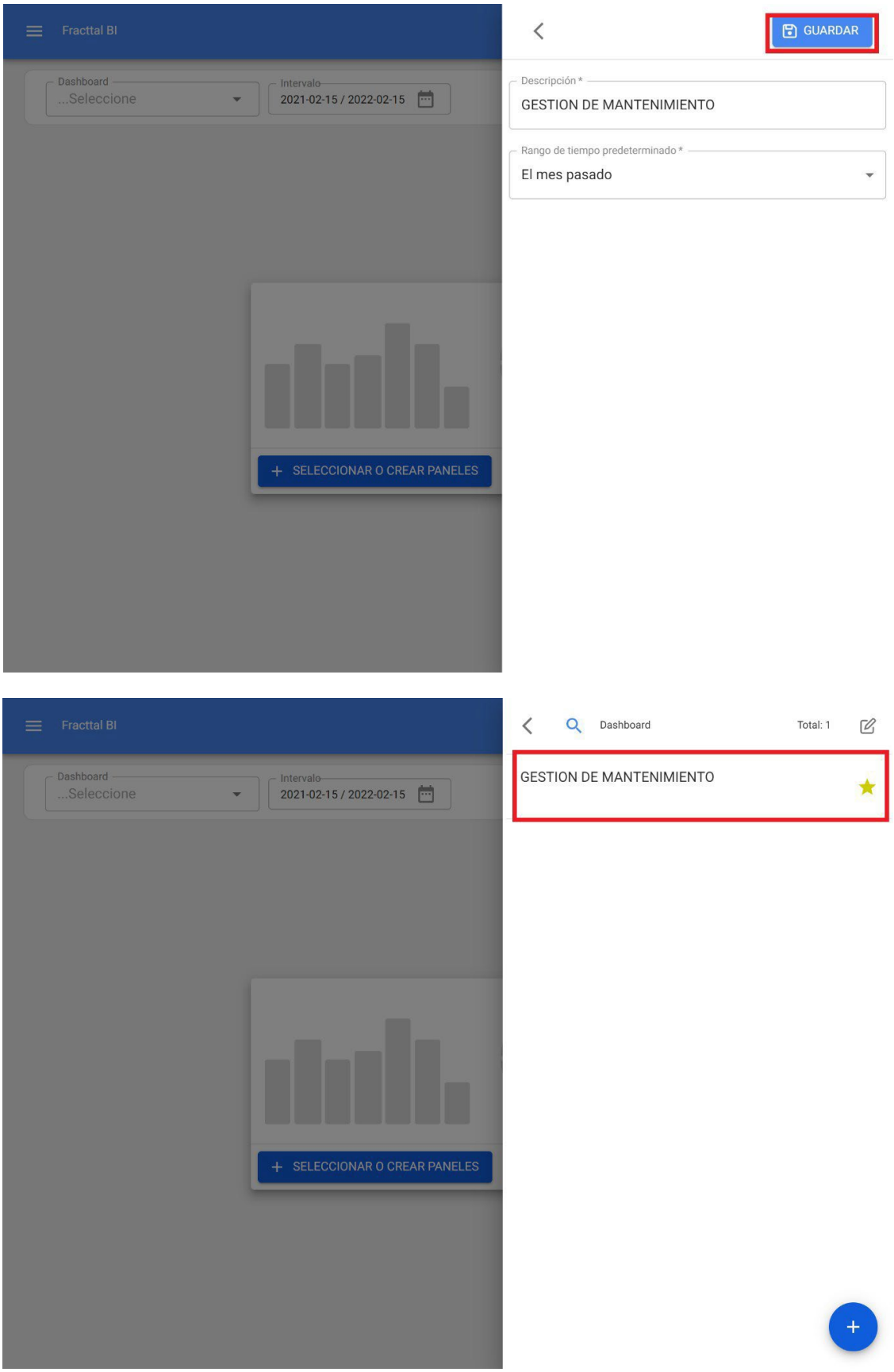


Once clicked, the system will display a new window with the option to add, when clicked the system will open a new window in which you must add the description and date range (this range is the one that will be taken into account in the analysis) of the dashboard or panel that we want to add.

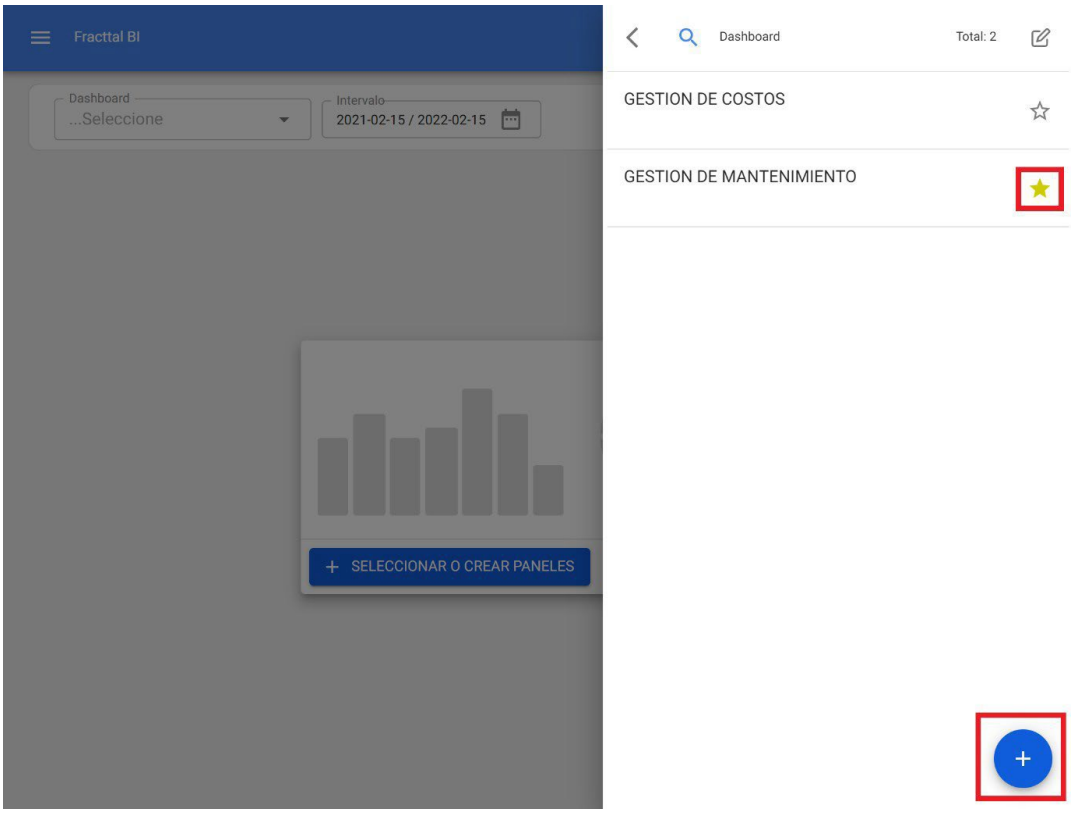




Finally, once the information has been completed, click on the save option for the system to make the changes.



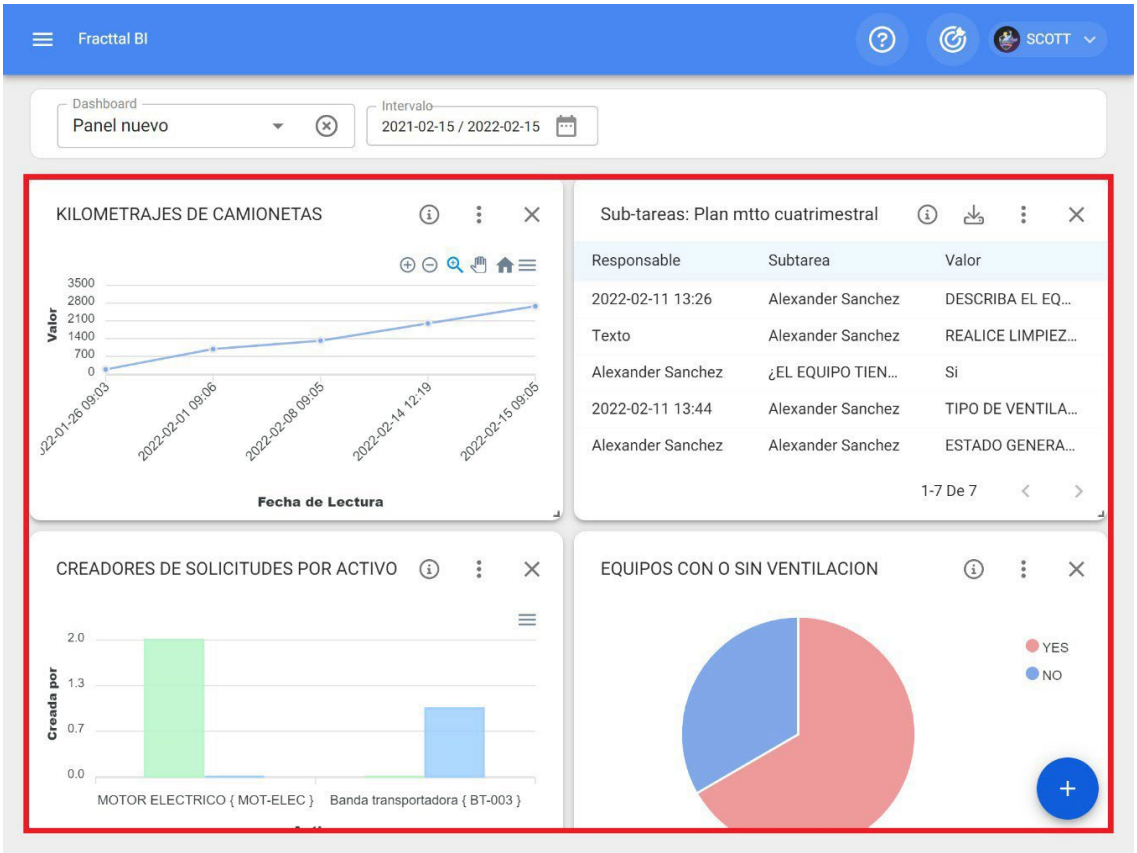
Note: Depending on the contracted plan, you will have the option to add other dashboards, as well as to mark the favorite option.


Fracttal BI
Dashboard
...Seleccione
Intervalo
2021-02-15 / 2022-02-15
+ SELECCIONAR O CREAR PANELES
Dashboard
Total: 2
GESTION DE COSTOS
GESTION DE MANTENIMIENTO
+

What are widgets in Fracttal BI?

help.fracttal.com/en/articles/5998320-what-are-the-widgets-in-fracttal-bi

Widgets are the different graphs or tables that can be added to the Fracttal BI module panels.



There are different types of widgets that allow to detail and analyze the information managed in the platform in different ways. The different types of widgets that can be added to a dashboard are listed below:

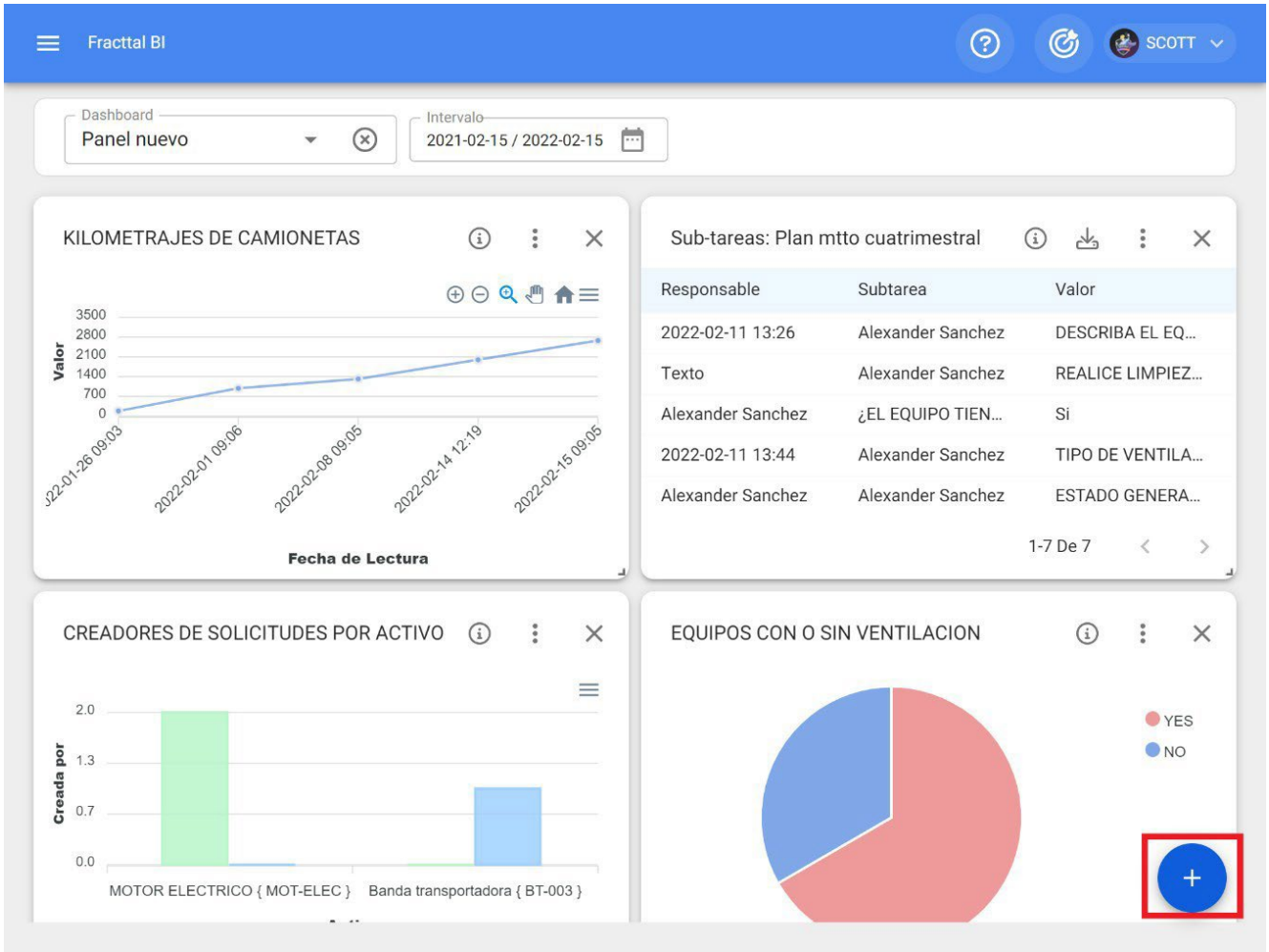
- Area Line
- Barra
- Torta
- Polar
- Zone
- Radar

- Radial bar
- Bubble Box
- Candle
- Heat map
- Dispersion
- Timeline Time
- line Tree
- Table

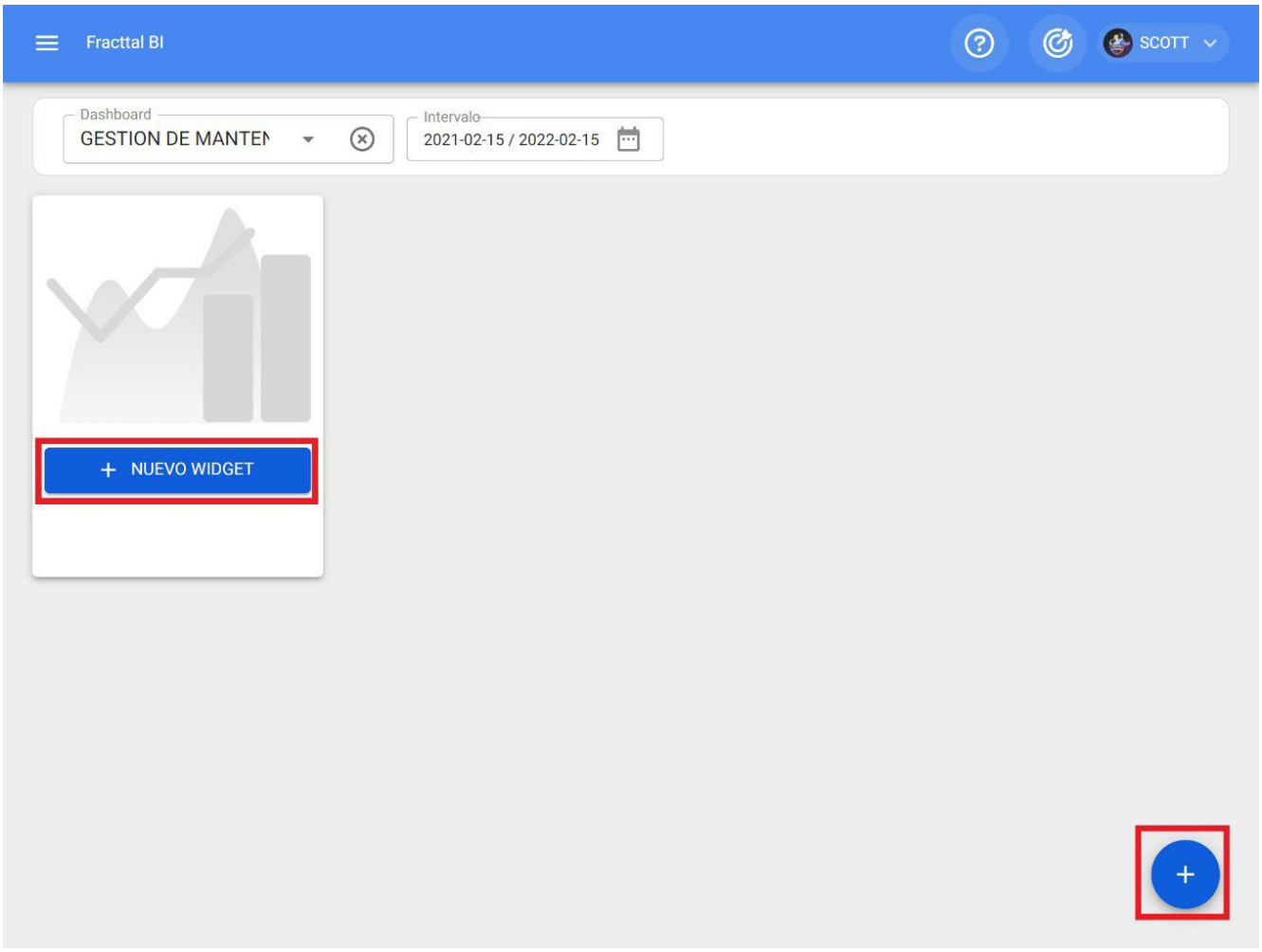
How to add a widget to a panel or dashboard in Fracttal BI?

help.fracttal.com/en/articles/5998328-how-to-add-a-widget-to-a-panel-o-dashboard-in-fracttal-bi

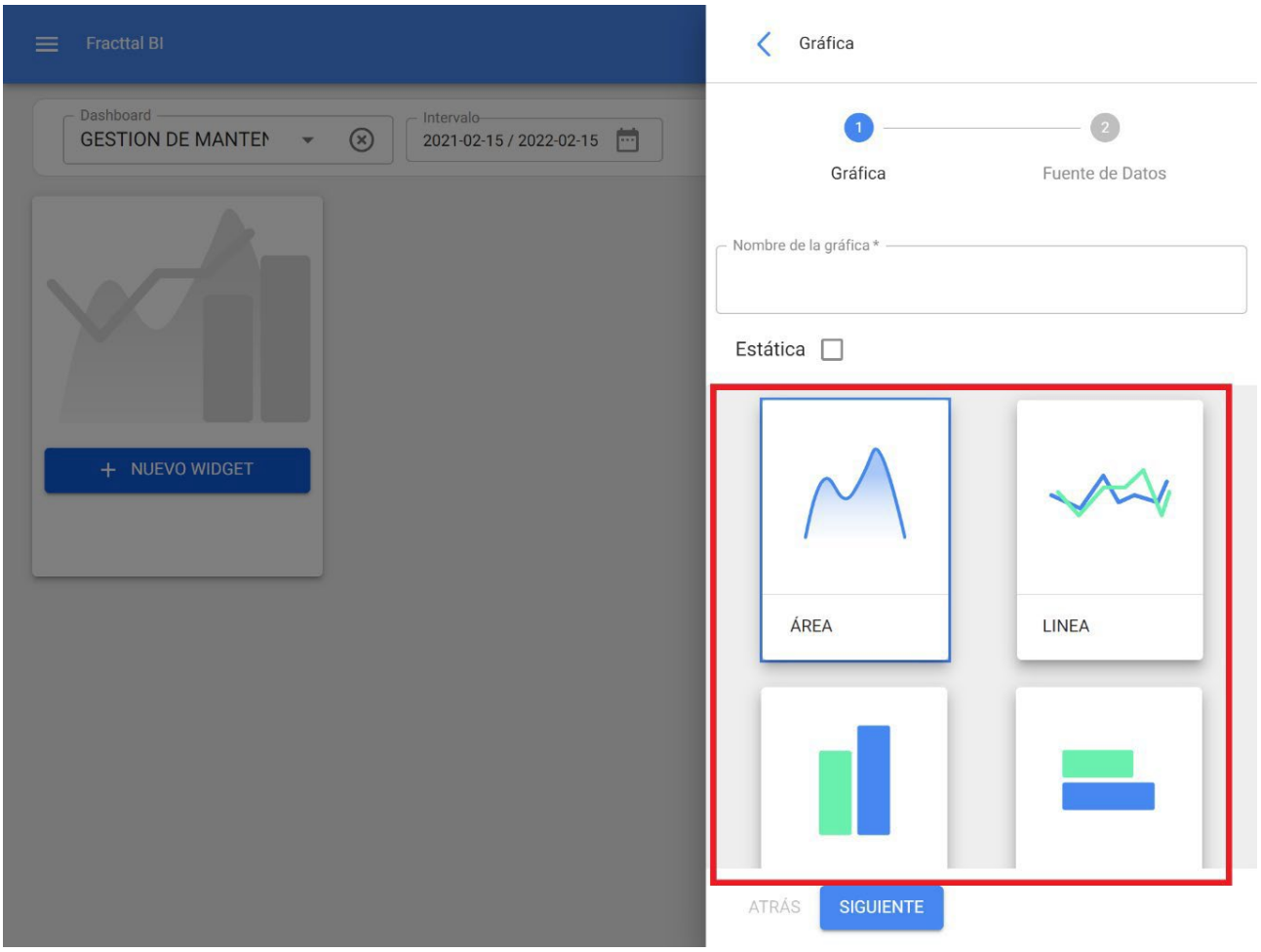
To add a widget just click on the add option that will appear on the screen.

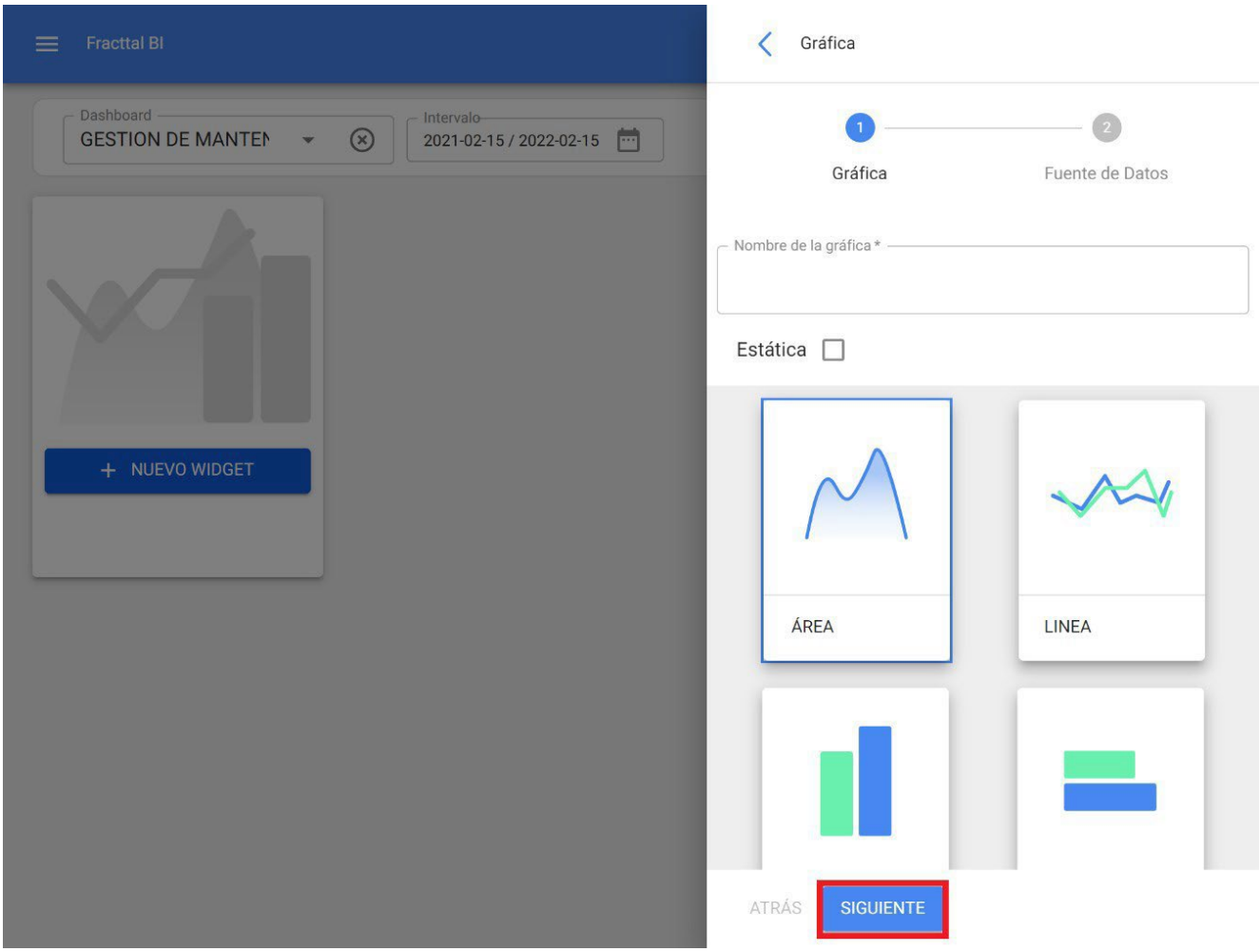


Note: in case no widget has been created yet, the system will display an additional window with the option to add a widget (it has the same function as the add option).

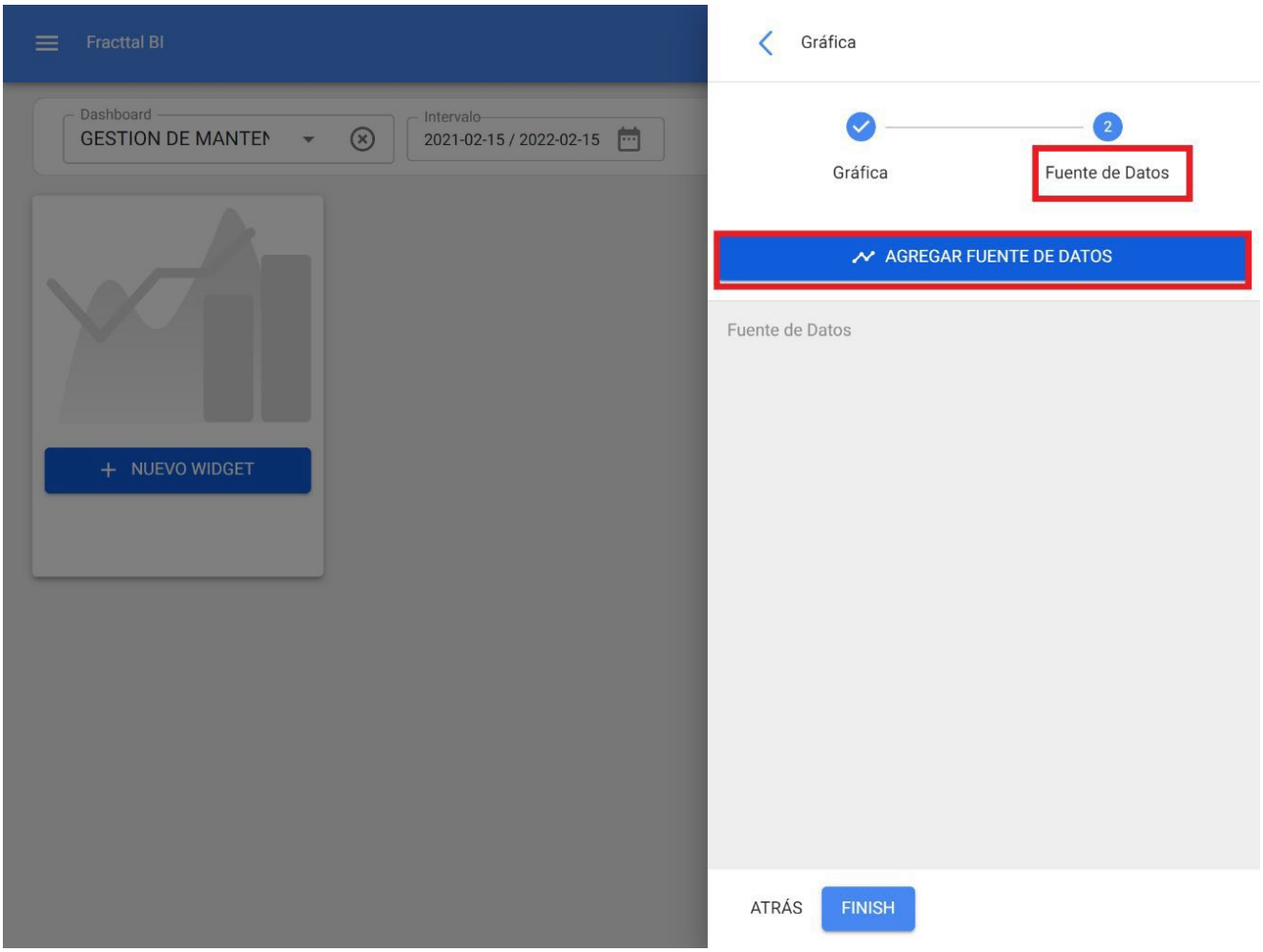


Once the add option is clicked, the system will display a new window in which we must set the name and type of widget we want to add as step number 1 and then click next.


Fracttal BI
Dashboard
GESTION DE MANTEI
Intervalo
2021-02-15 / 2022-02-15
+ NUEVO WIDGET
Gráfica
1
Gráfica
2
Fuente de Datos
Nombre de la gráfica *
Estática
ÁREA
LINEA
ATRÁS
SIGUIENTE

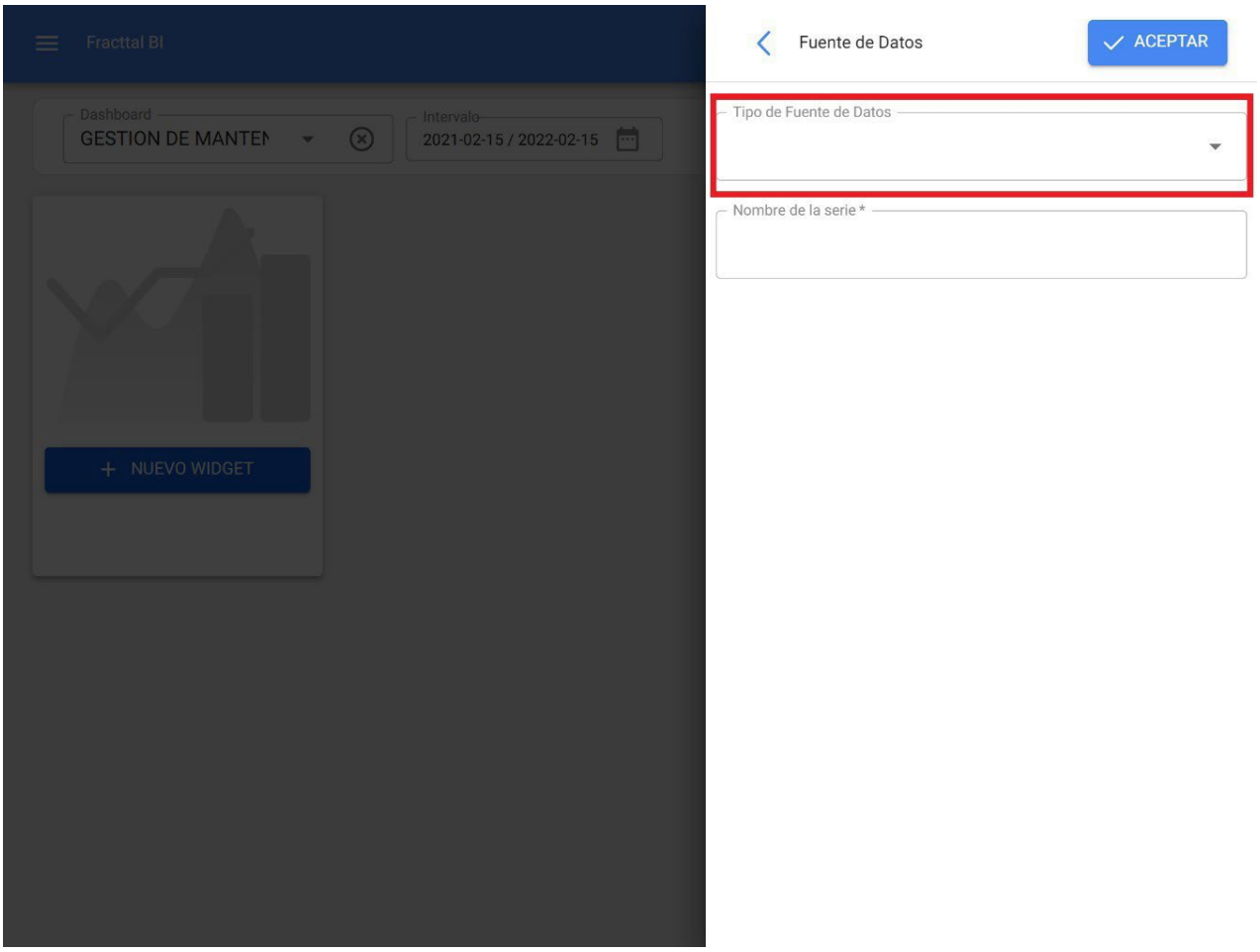


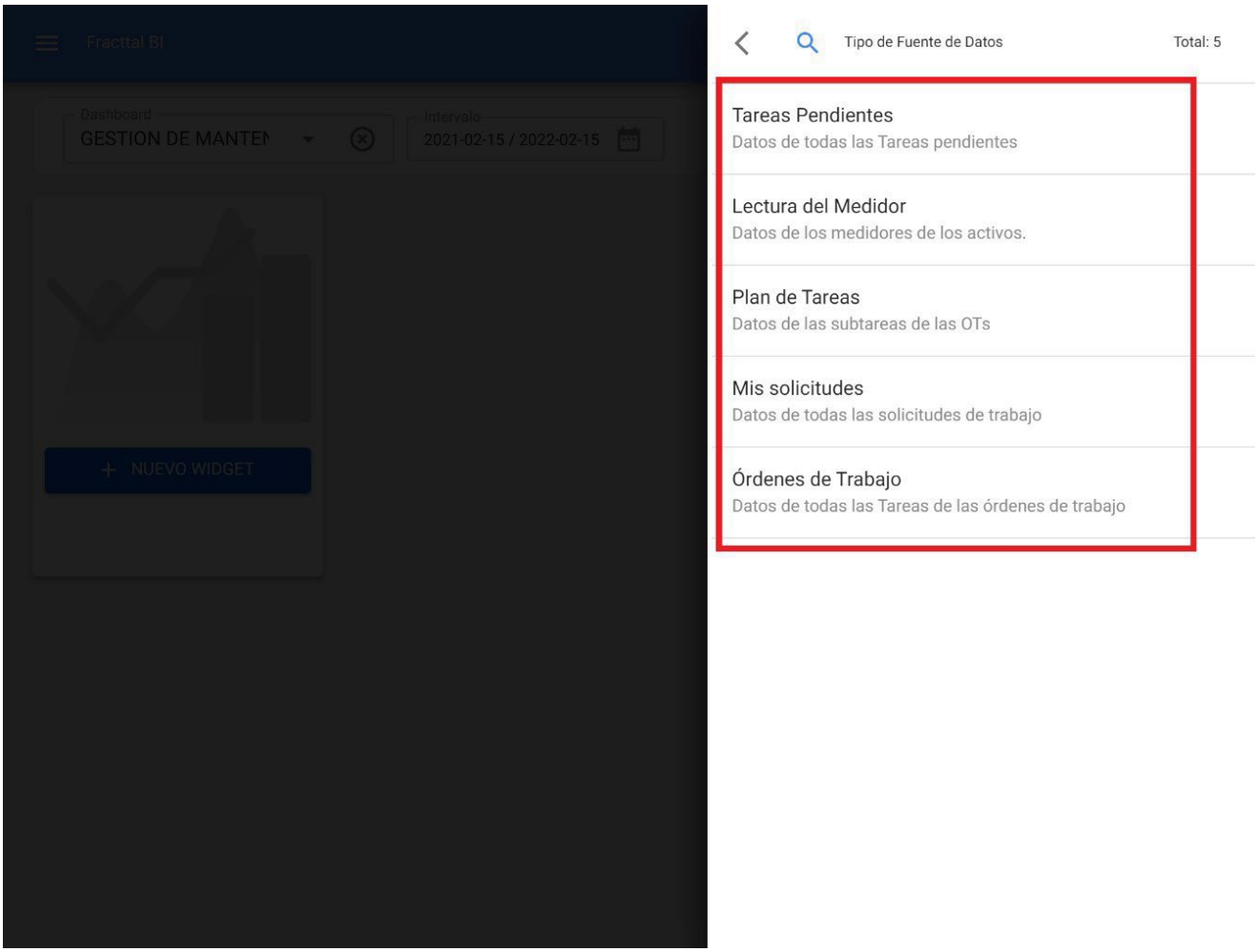
Then, step 2 will be enabled where we must choose the data source or origin of the values that will feed the graph.



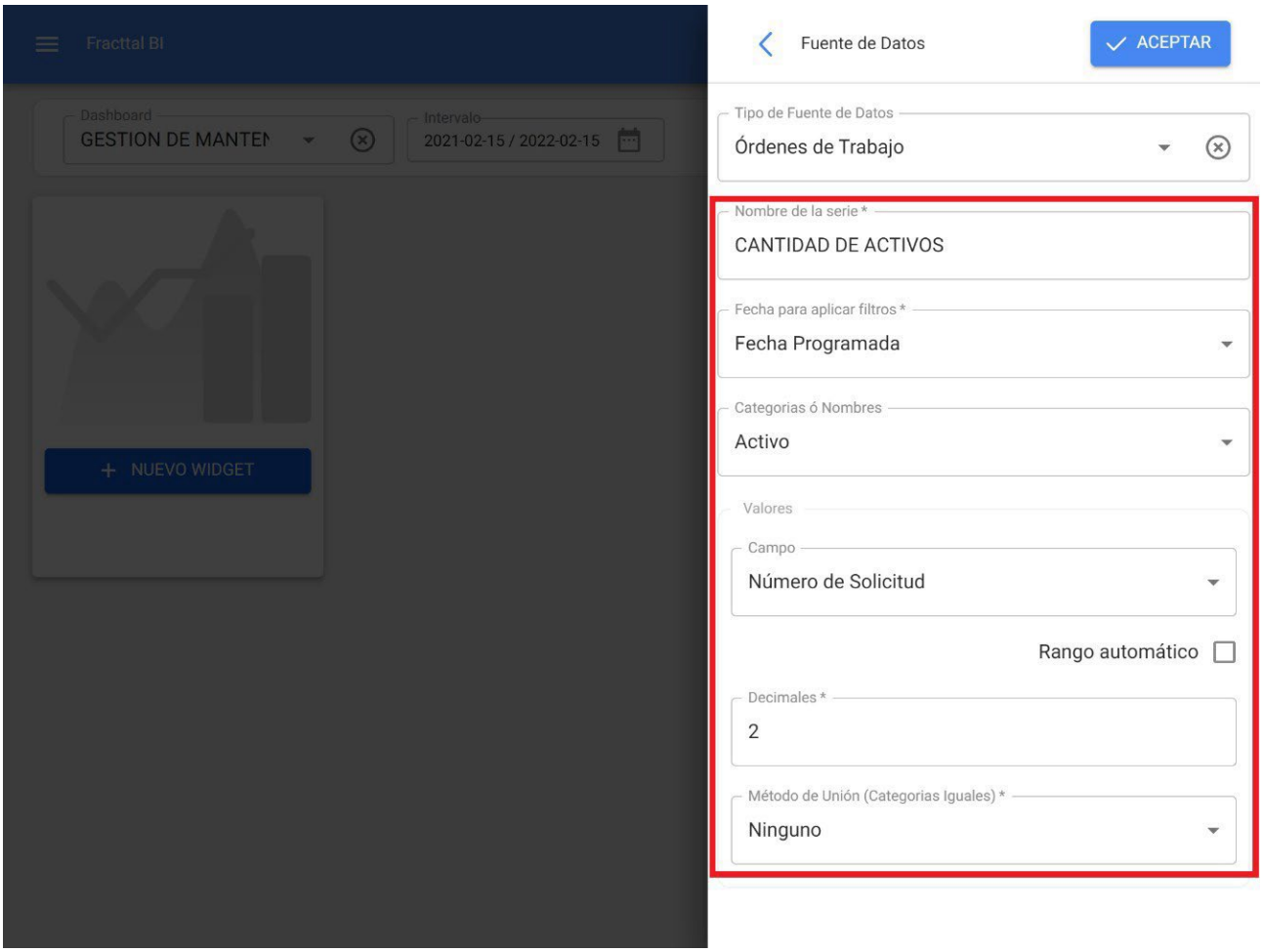
Once you click on the add data source option, the system will display a new window where you must choose between the different types of existing sources to take the data from. These sources are the following:

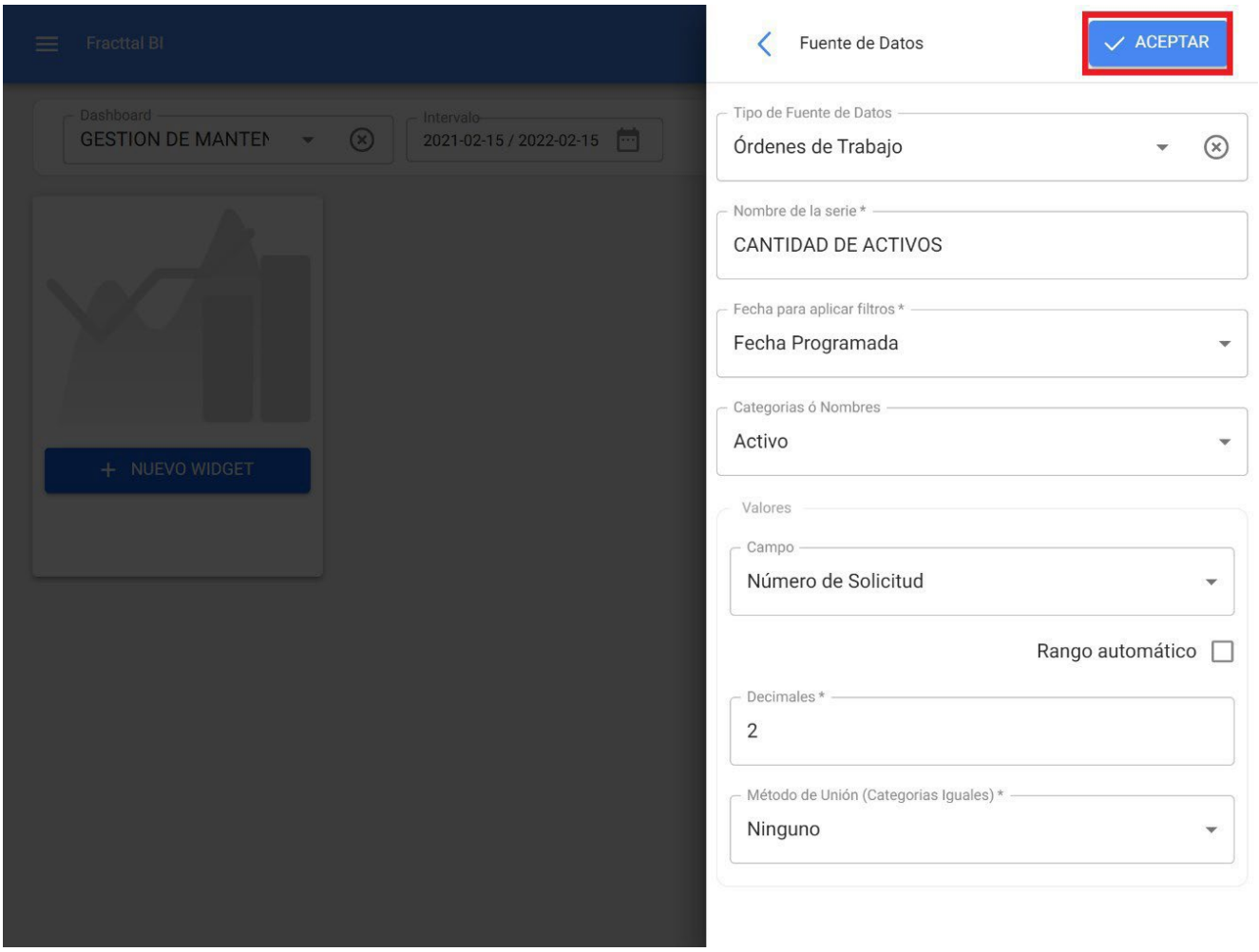
- ***Work management:*** Displays all the data coming from the pending work management.
- ***Work orders:*** Displays all the data coming from the work orders. ***My requests:*** Shows
- all the data coming from the work requests.
- ***Meter reading:*** Displays all the data coming from the meters associated to the assets.
- ***Work management:*** Displays all the data coming from the subtasks associated to the work orders.


Fracttal BI
Dashboard
GESTION DE MANTEI
Intervalo
2021-02-15 / 2022-02-15
+ NUEVO WIDGET
Fuente de Datos
ACEPTAR
Tipo de Fuente de Datos
Nombre de la serie *



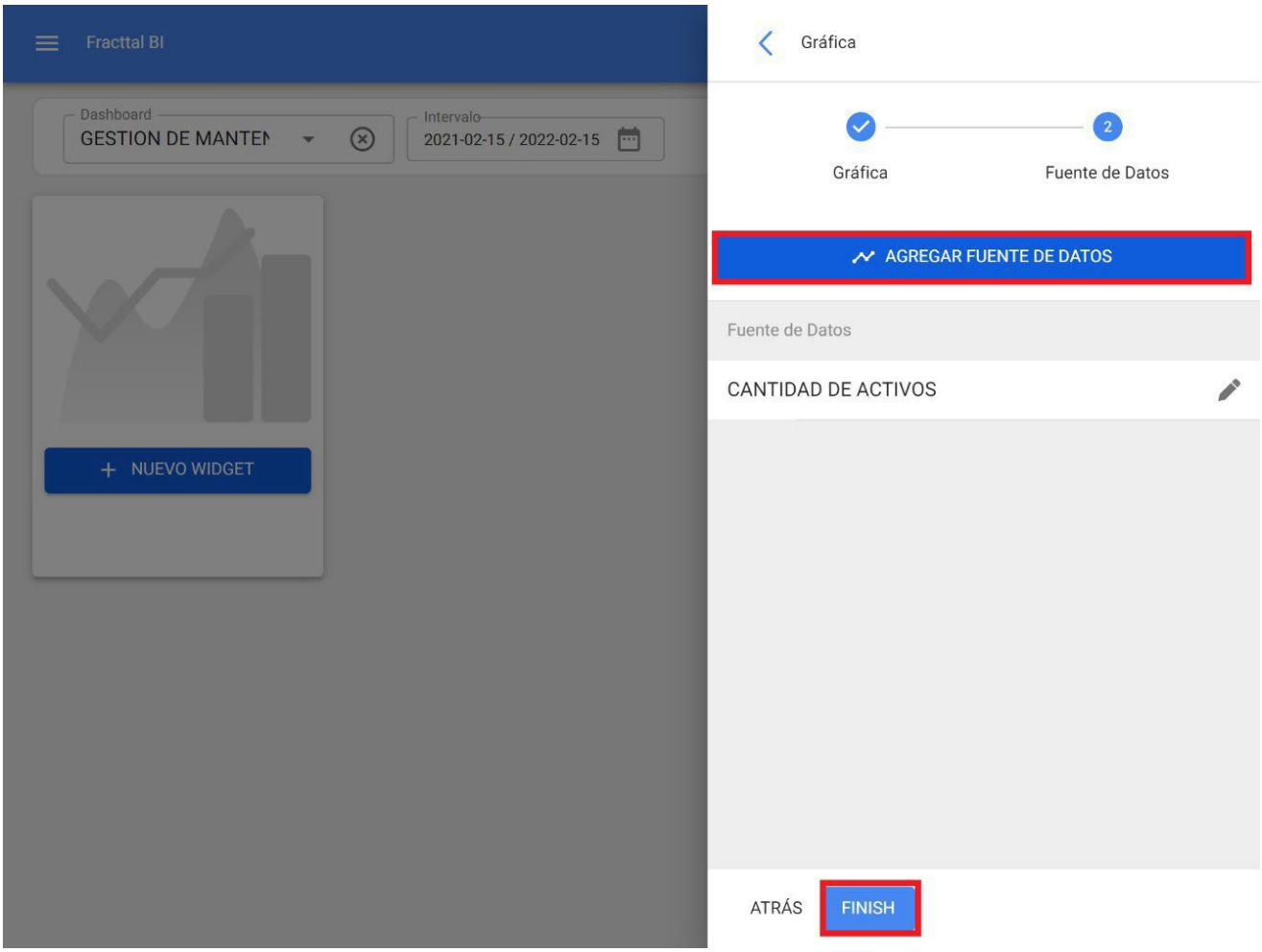
After selecting the desired data source, the next step is to add the name of the series and complete the parameters associated with the type of widget chosen in step 1, and then click on accept.


Fracttal BI
Dashboard
GESTION DE MANTEI
Intervalo
2021-02-15 / 2022-02-15
+ NUEVO WIDGET
Fuente de Datos
ACEPTAR
Tipo de Fuente de Datos
Órdenes de Trabajo
Nombre de la serie *
CANTIDAD DE ACTIVOS
Fecha para aplicar filtros *
Fecha Programada
Categorias ó Nombres
Activo
Valores
Campo
Número de Solicitud
Rango automático
Decimales *
2
Método de Unión (Categorias Iguales) *
Ninguno

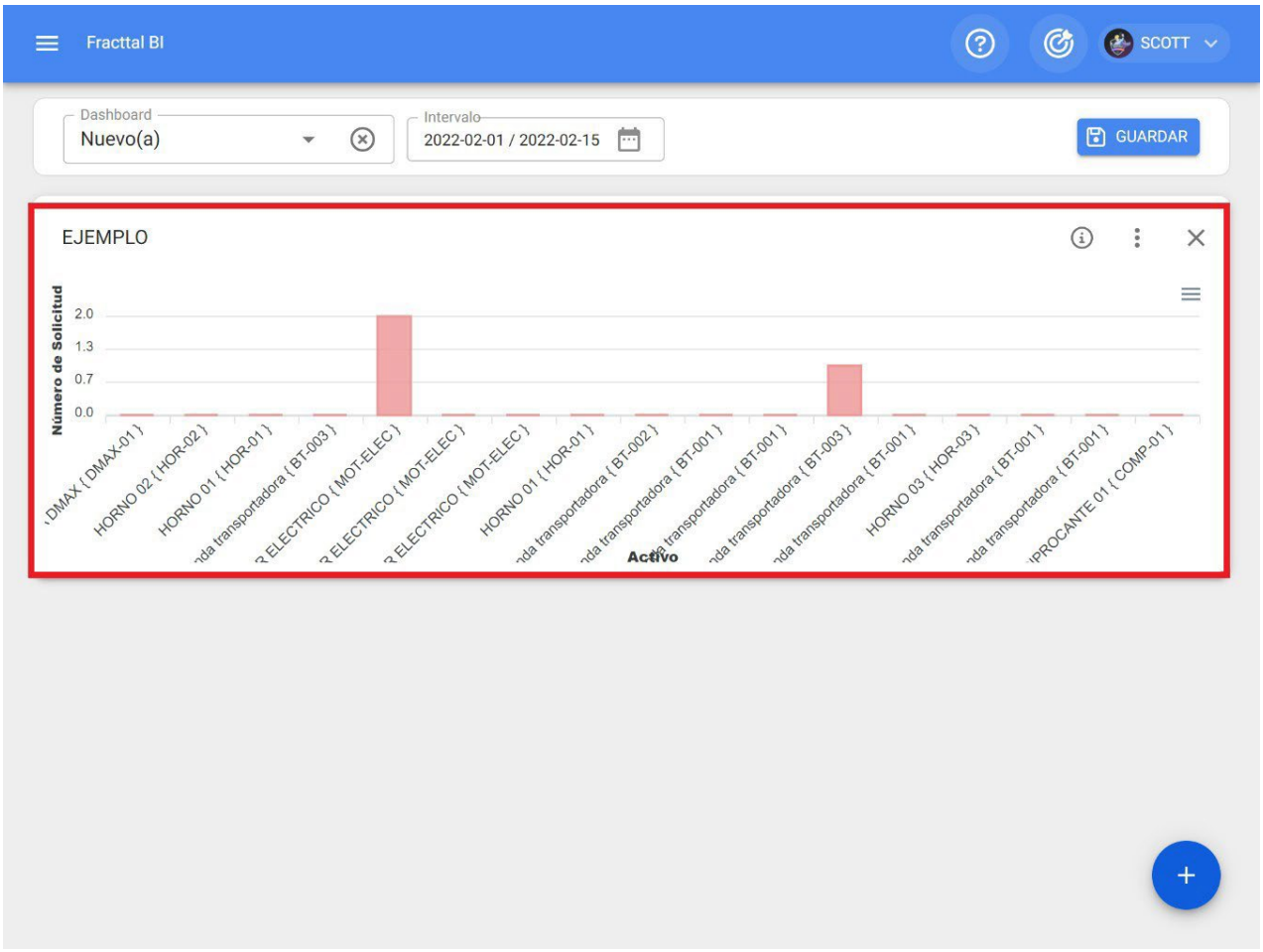


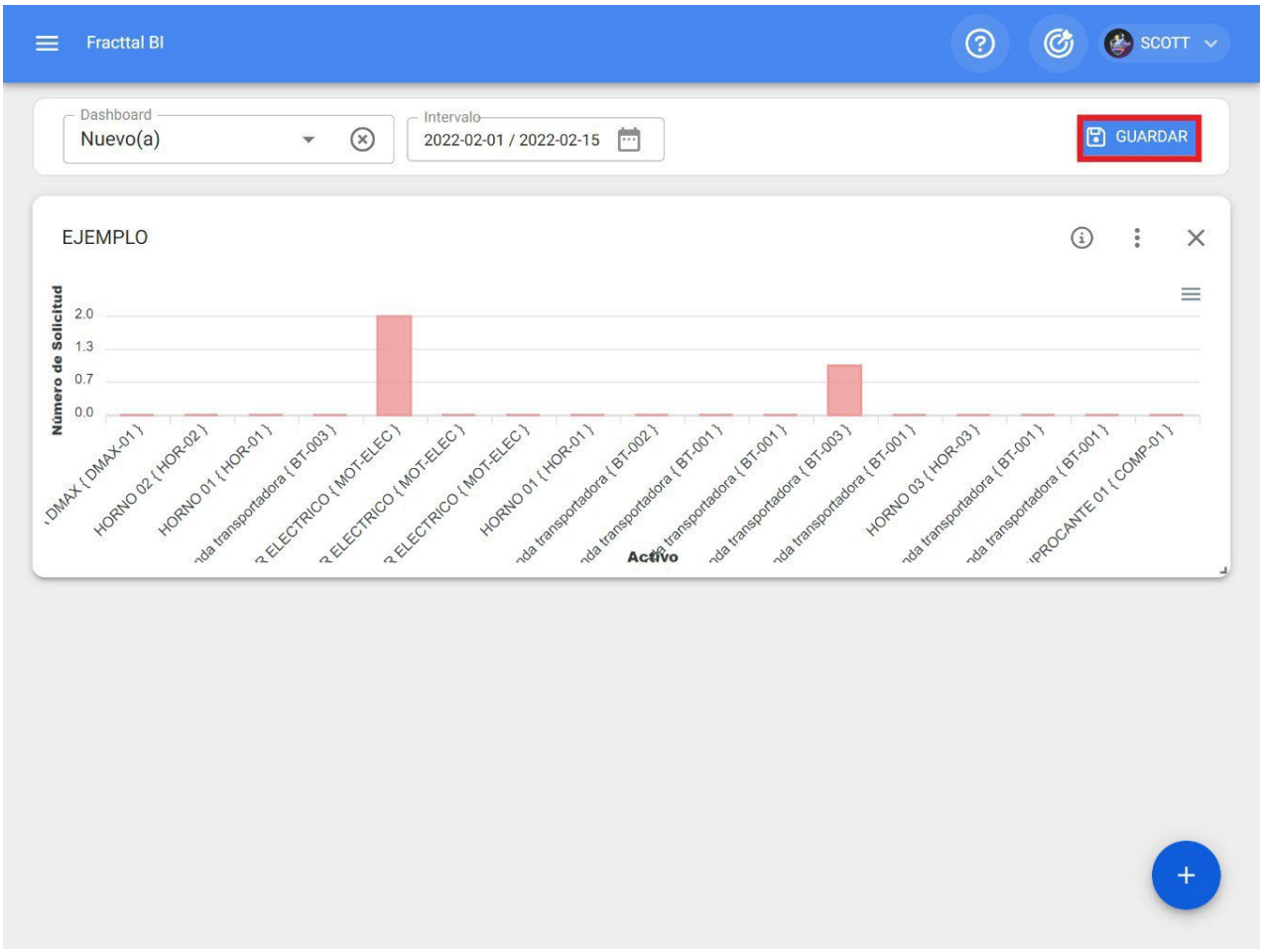
Note: The parameters will depend on the type of widget selected, as well as the origin of the data source.

Once all the steps have been completed, you have the option of adding another data source (which consists of overlapping different widgets on the same graph, for example, displaying the reading of different meters on the same graph) or completely finishing the process so that the system generates the graph in question.



When you click on finish, the graph will have been generated and all that remains is to click on the save option to save the changes made in the dashboard.


Fracttal BI
SCOTT
Dashboard
Nuevo(a)
Intervalo
2022-02-01 / 2022-02-15
GUARDAR
EJEMPLO
Número de Solicitud
2.0
1.3
0.7
0.0
HORNO 02 { HOR-02 }
HORNO 01 { HOR-01 }
HORNO 01 { HOR-01 }
HORNO 03 { HOR-03 }
Activo

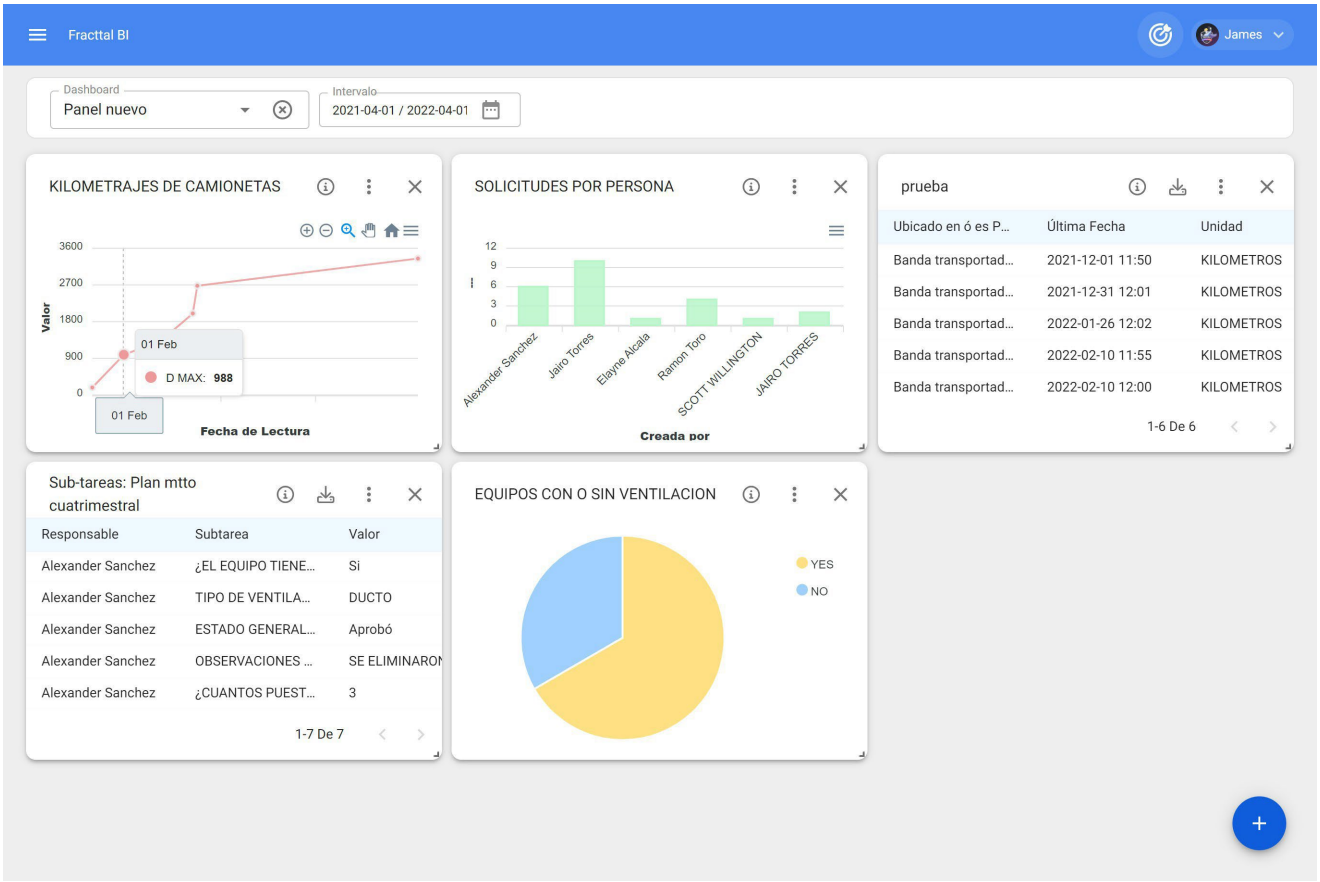

Fracttal BI
SCOTT
Dashboard
Nuevo(a)
Intervalo
2022-02-01 / 2022-02-15
GUARDAR
EJEMPLO
Número de Solicitud
2.0
1.3
0.7
0.0
HORNO 02 { HOR-02 }
HORNO 01 { HOR-01 }
HORNO 01 { HOR-01 }
HORNO 03 { HOR-03 }
Activo

433

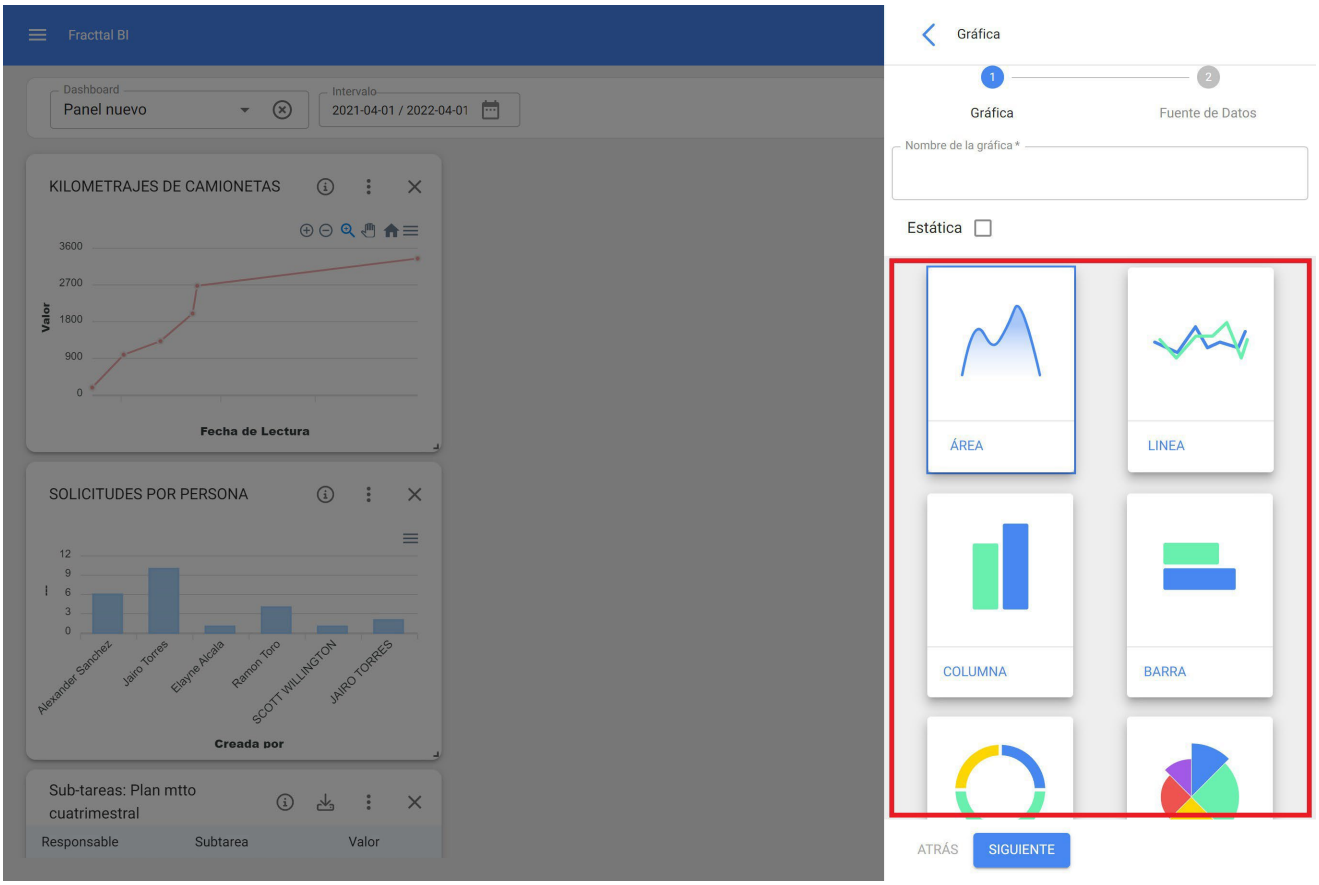
How do I use Fracttal BI?

help.fracttal.com/en/articles/6109754-how-to-use-fracttal-bi

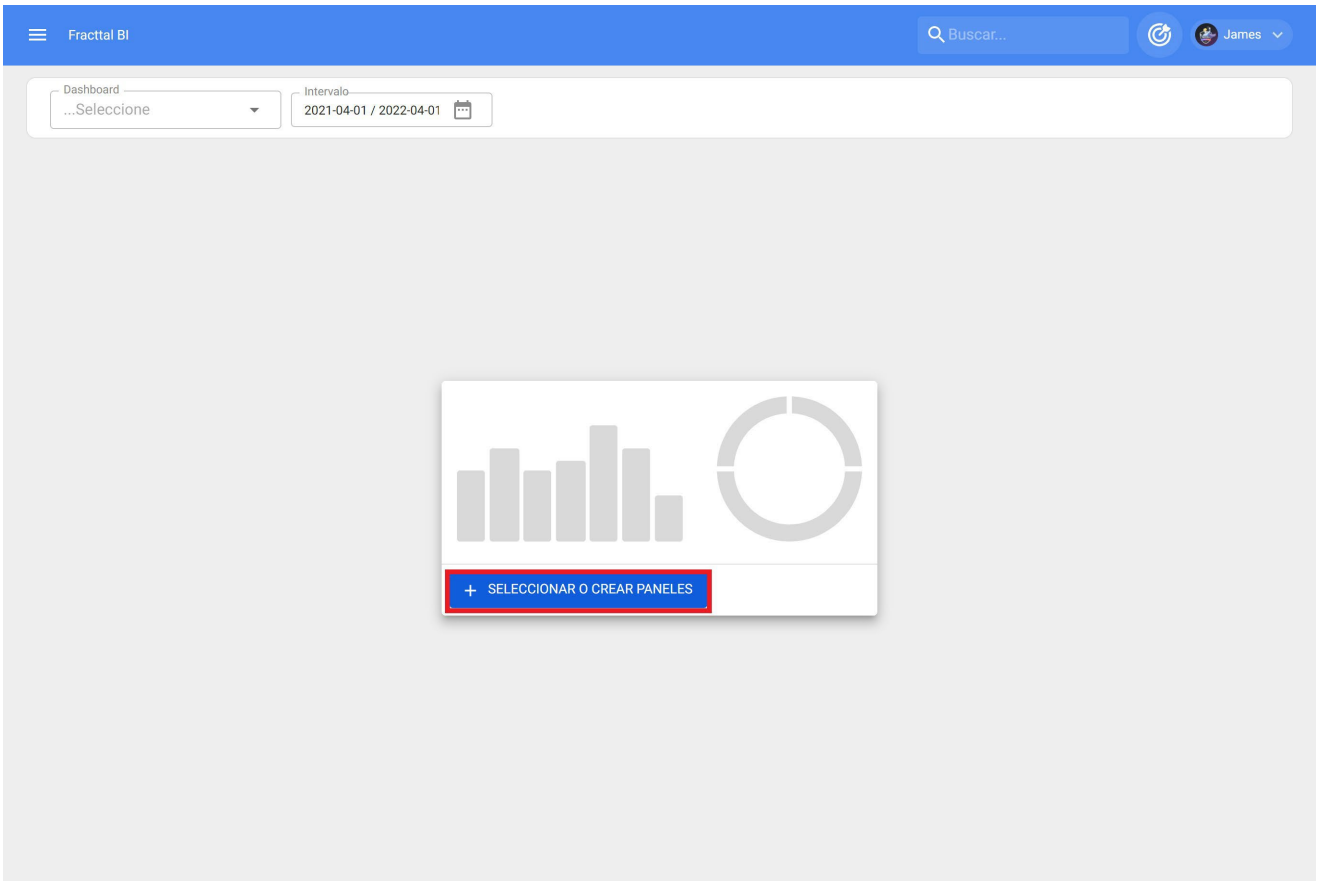
Fracttal BI is a tool that allows you to create custom dashboards containing widgets. In the widgets we can create in a customized way graphs with different data sources such as pending tasks, meter readings, planned maintenance, my requests and work orders.

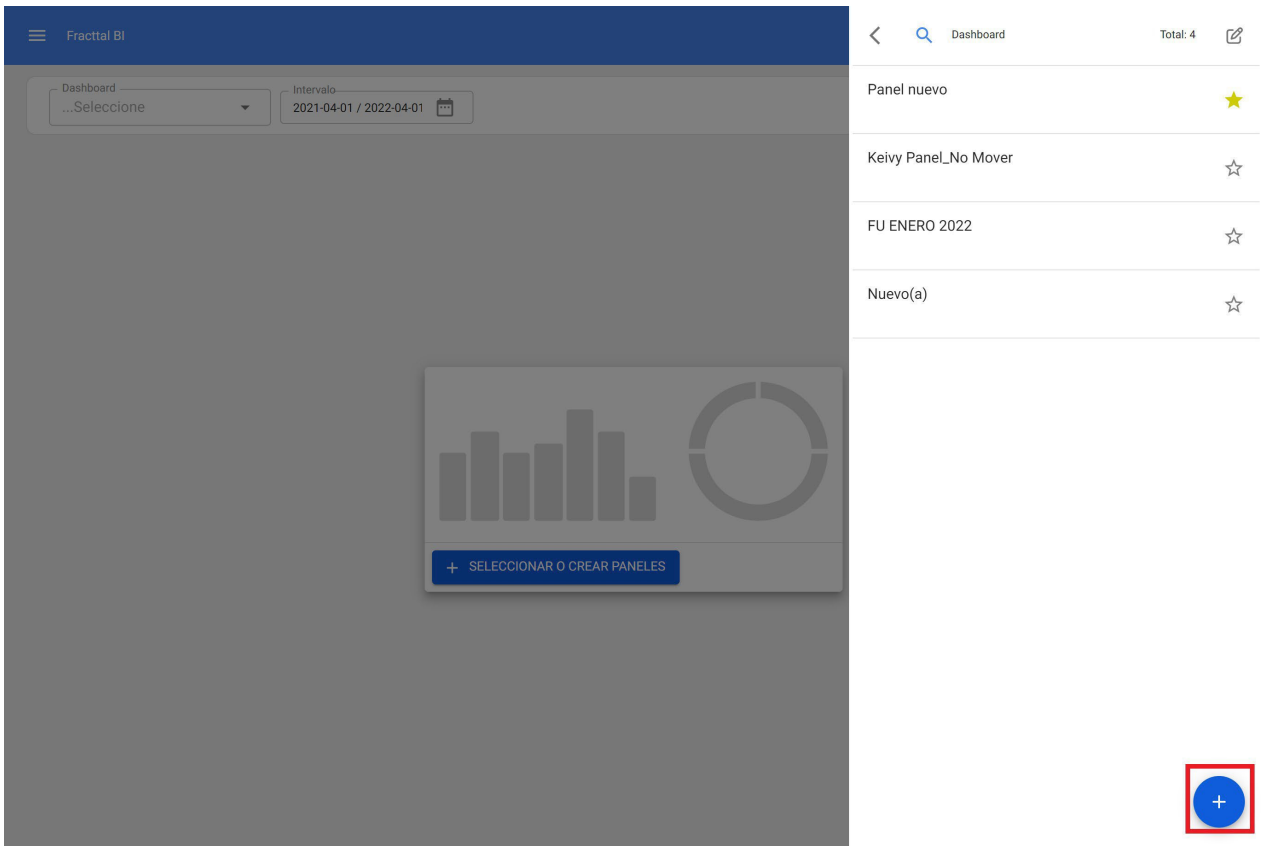


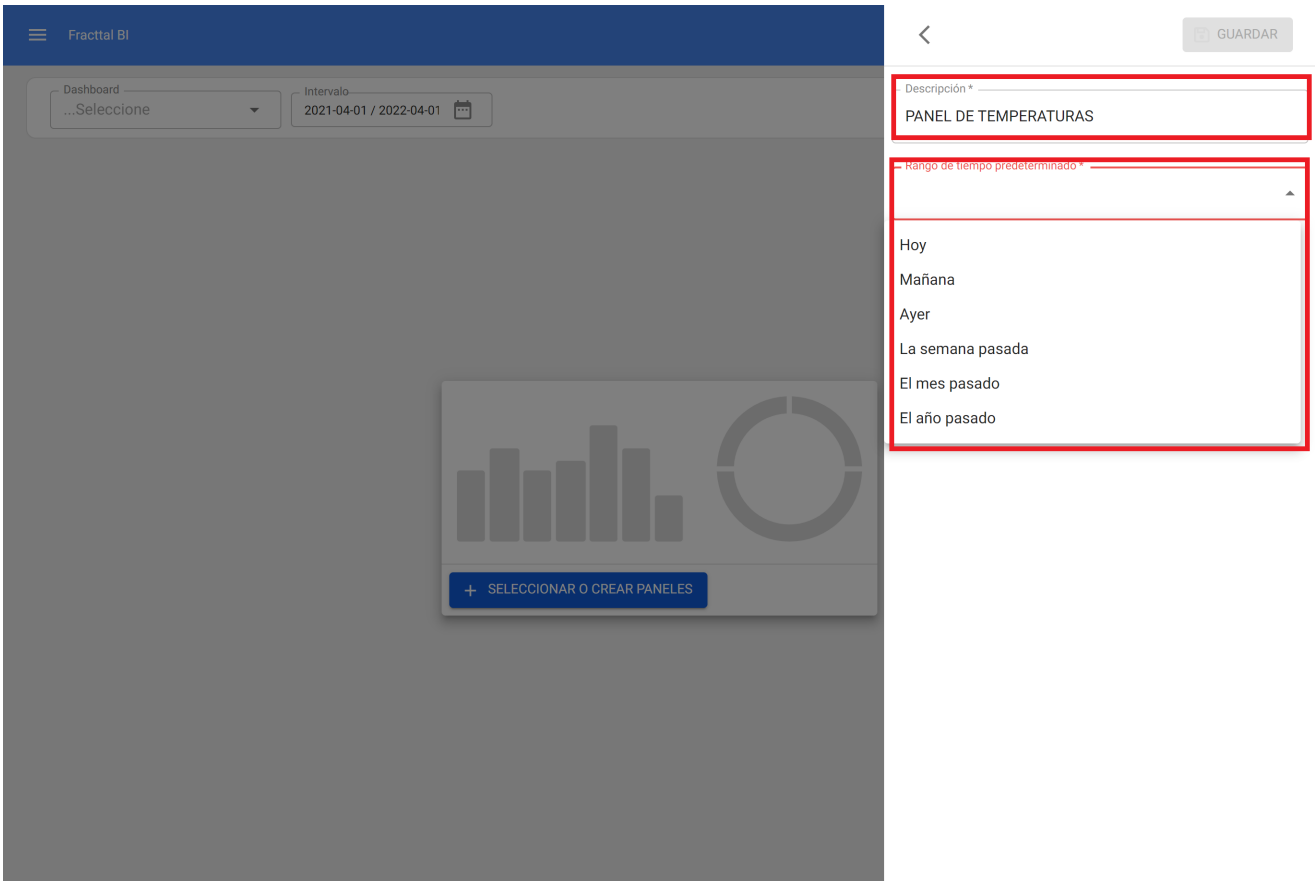
There are different types of graphs: area, line, column, bar, pie, polar zone, radar, radial bar, box, bubble, candle, heat map, scatter, timeline, tree and table. The choice of the type of graph will depend largely on the data source to be analyzed.



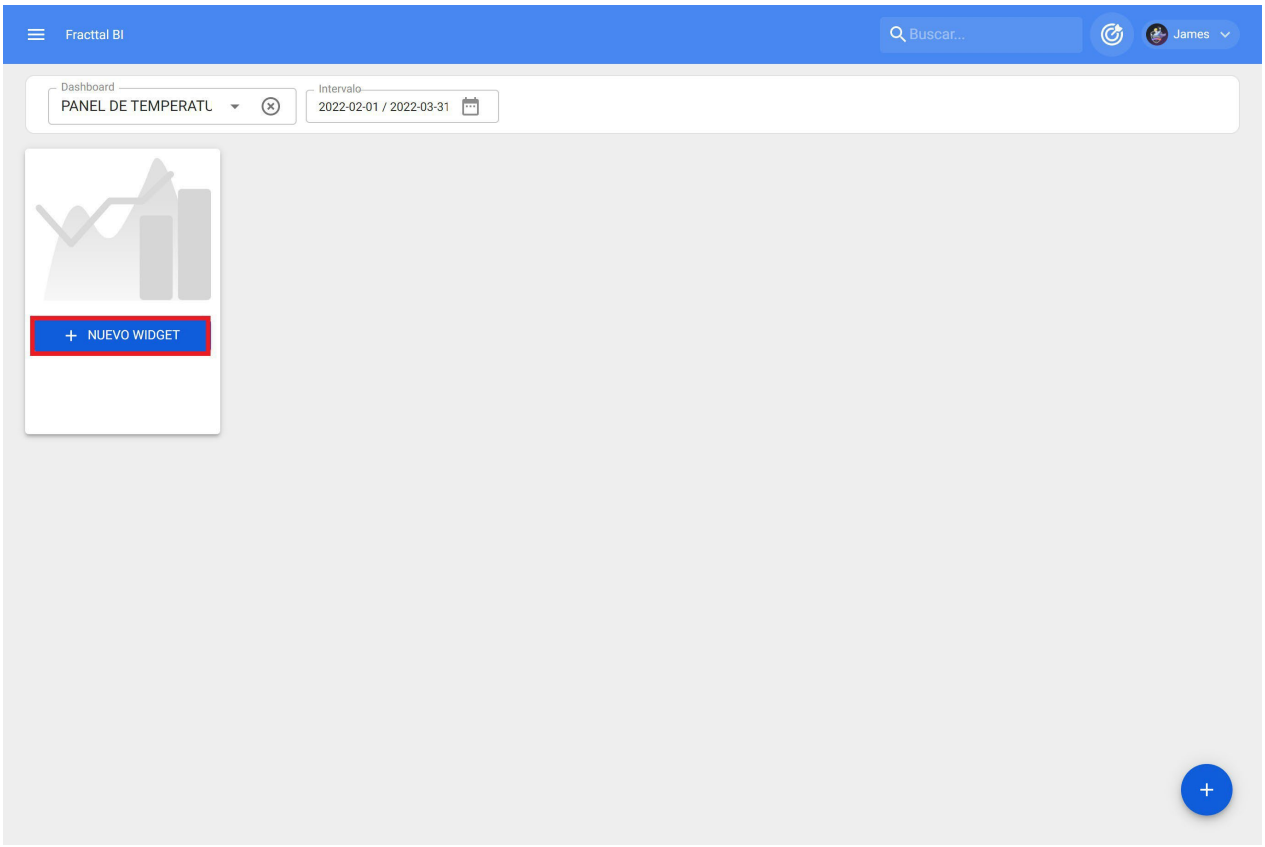
To perform an example, we will plot the entry and outgoing temperatures of a cooling tower over time. The first thing to do is to create the panel, define a description and a predetermined time range.


Fracttal BI
Buscar...
James
Dashboard
...Seleccione
Intervalo
2021-04-01 / 2022-04-01
SELECCIONAR O CREAR PANELES

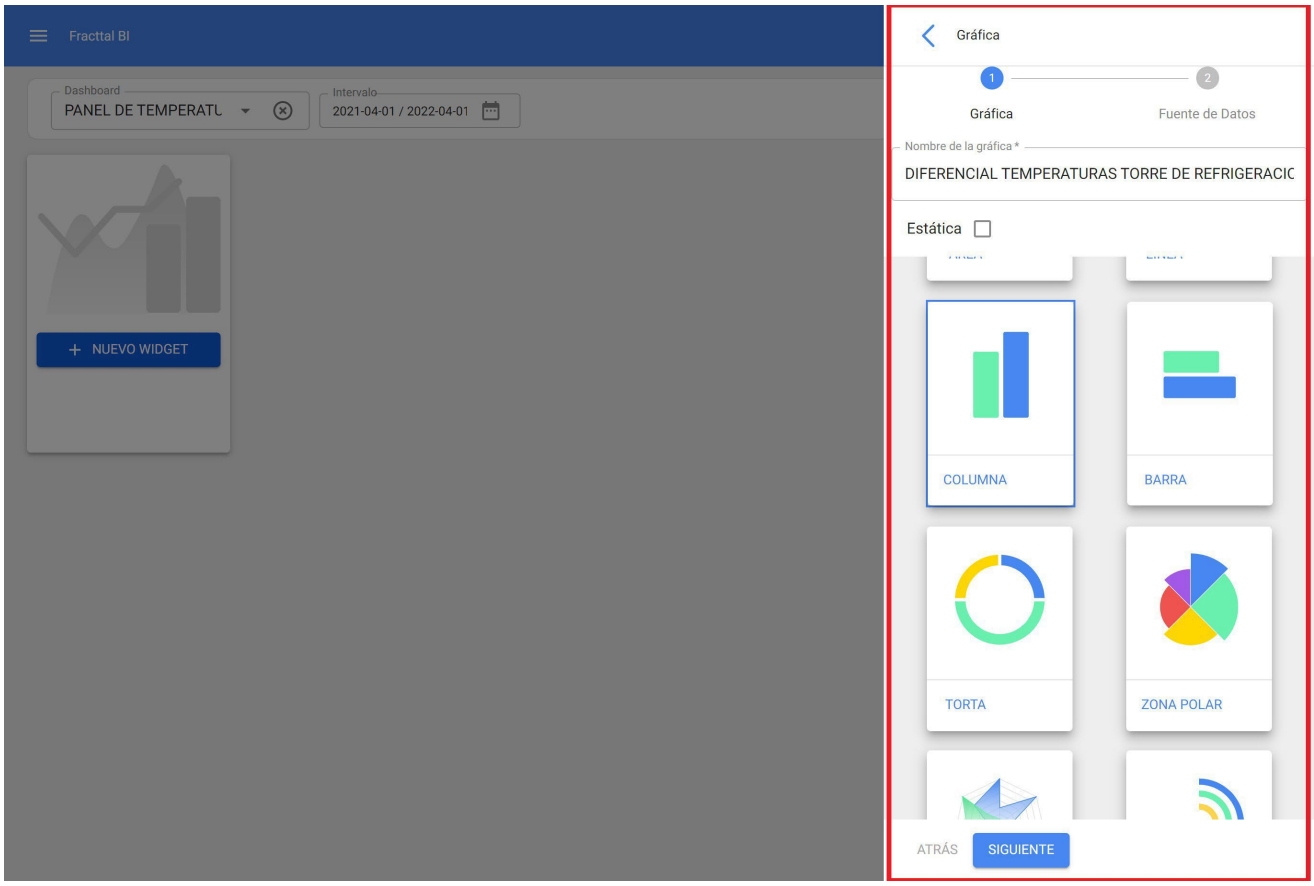

Fracttal BI
Dashboard
...Seleccione
Intervalo
2021-04-01 / 2022-04-01
SELECCIONAR O CREAR PANELES
Dashboard
Total: 4
Panel nuevo
Keivy Panel_No Mover
FU ENERO 2022
Nuevo(a)



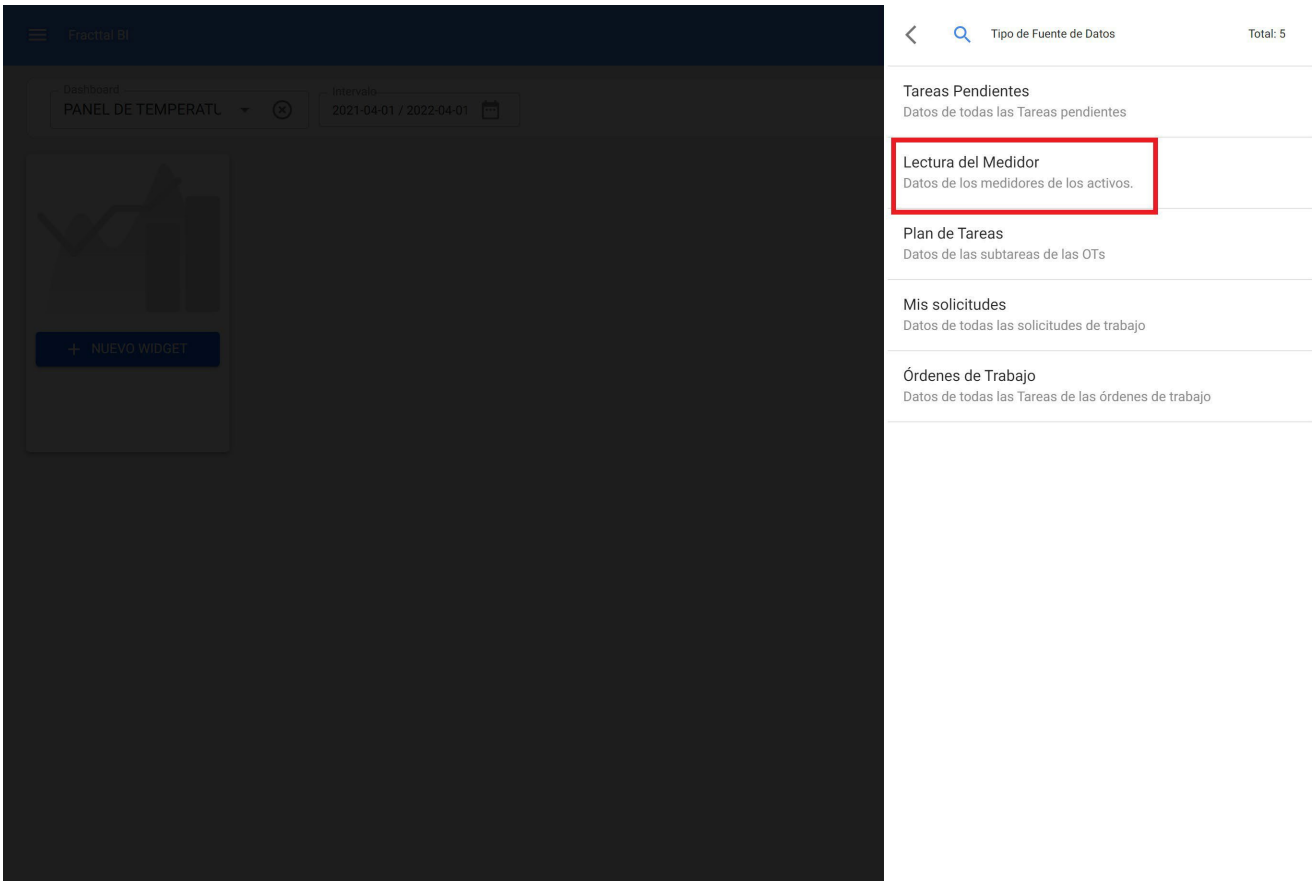
We added a new widget.

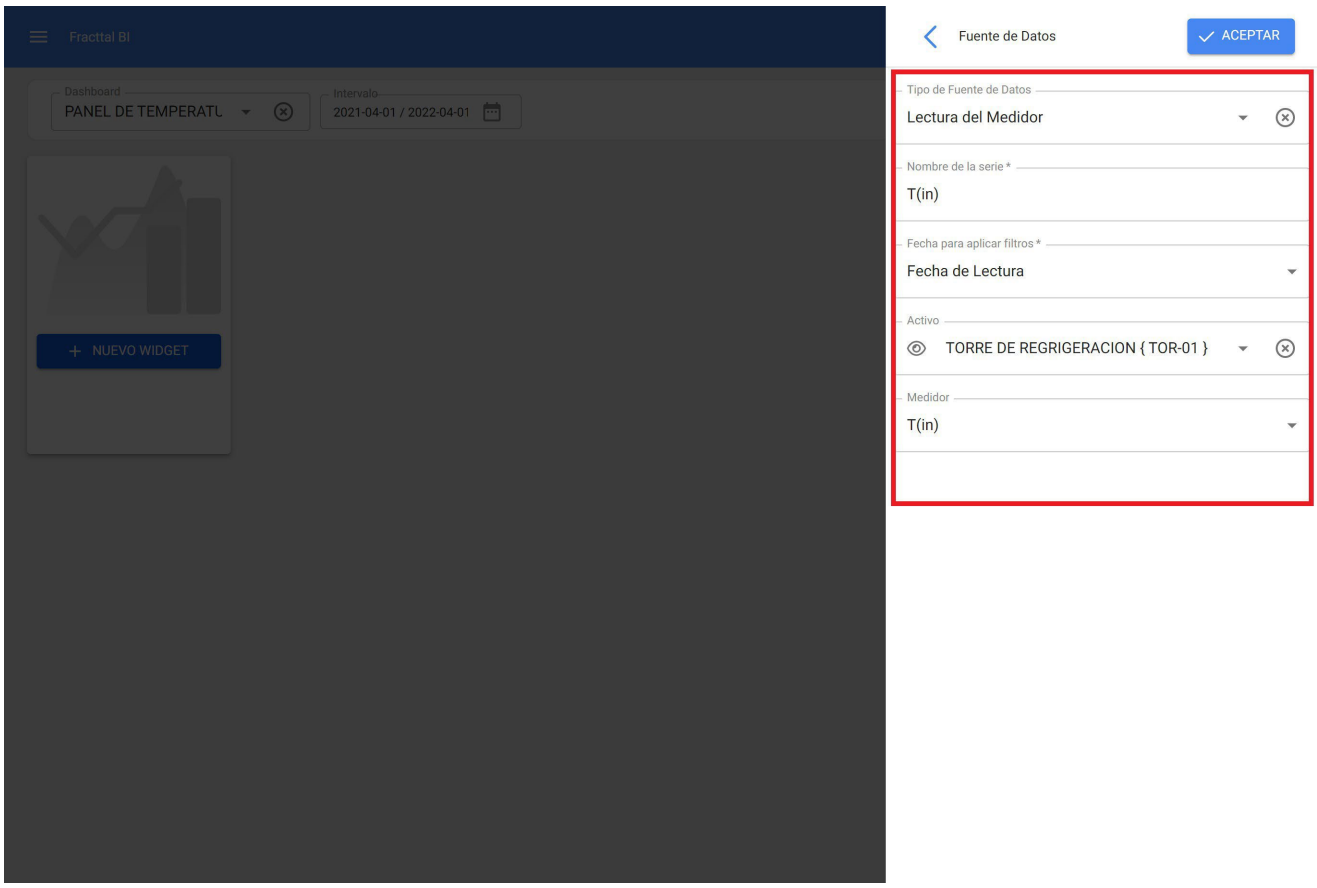


Select a chart name and chart type.

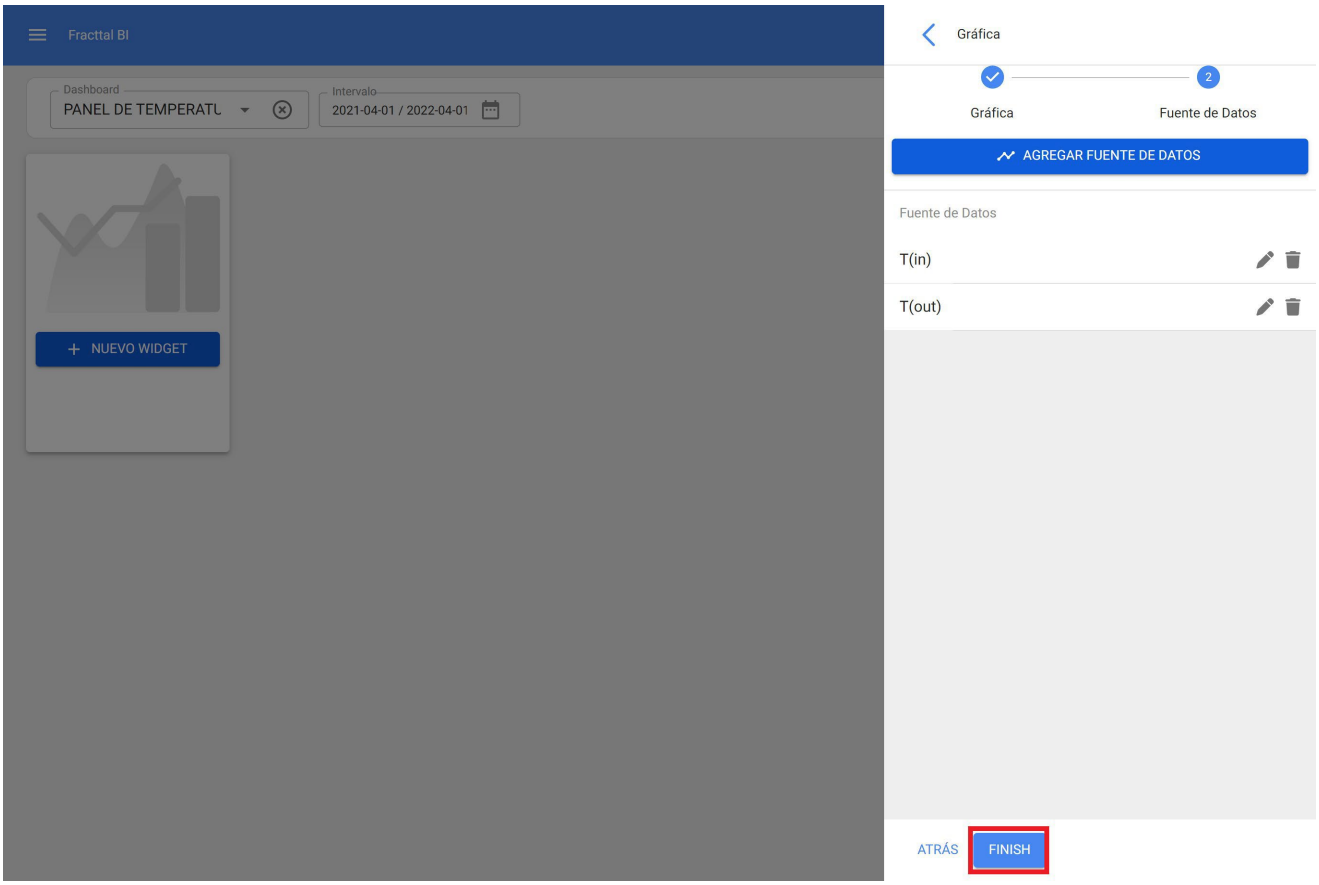


We add the data source.

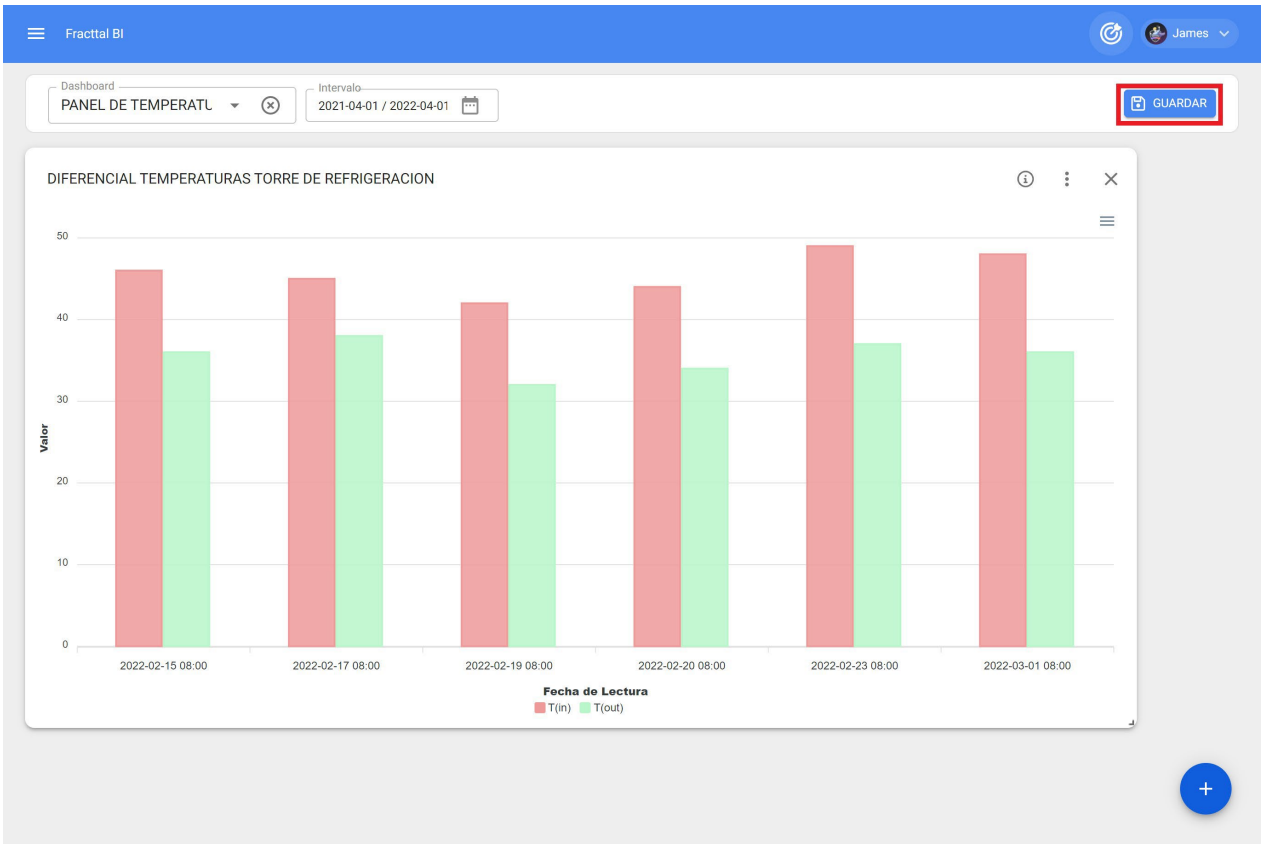




Once we have defined the data sources, we are done.



Then, we can define the size of our widget and save the changes, this way we have finished the creation of the widget in Fracttal BI.


Fracttal BI
James
Dashboard
PANEL DE TEMPERATL
Intervalo
2021-04-01 / 2022-04-01
GUARDAR
DIFERENCIAL TEMPERATURAS TORRE DE REFRIGERACION
50
40
30
20
10
0
Valor
2022-02-15 08:00
2022-02-17 08:00
2022-02-19 08:00
2022-02-20 08:00
2022-02-23 08:00
2022-03-01 08:00
Fecha de Lectura
T(in)
T(out)

Fracttal BI - Default Charts

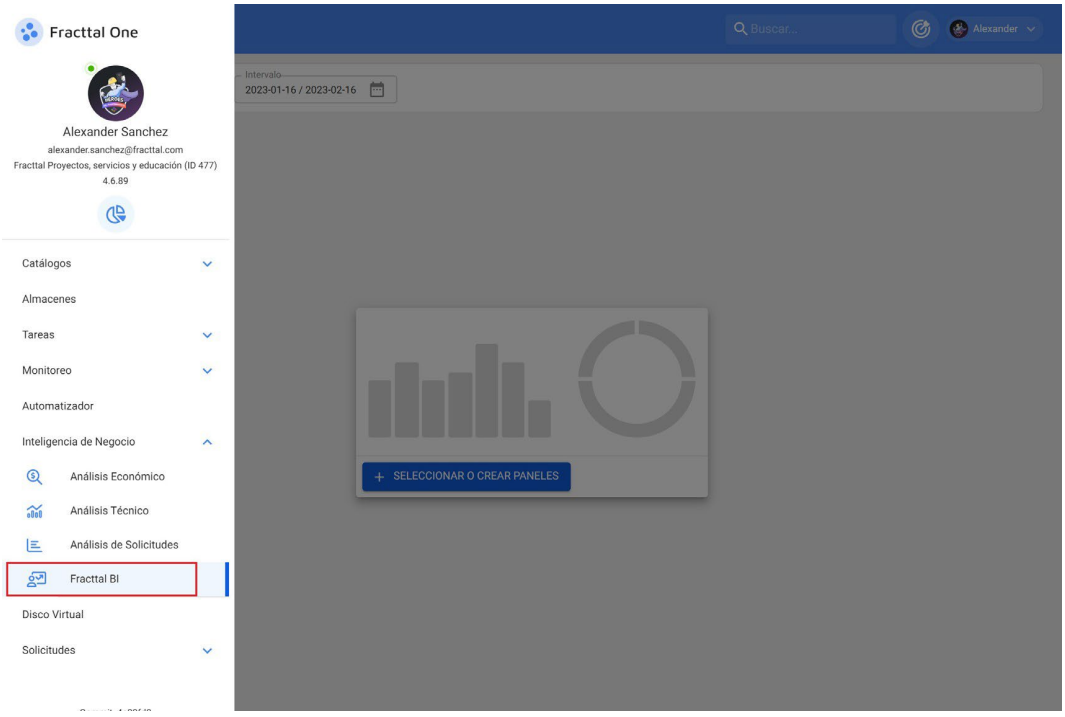
help.fracttal.com/en/articles/6997660-fracttal-bi-charts-predetermined

Fracttal BI is a module that allows you to create different types of reports according to the needs of each user. It is possible to obtain different graphs combining the multiple variables that are in Fracttal One, this information allows to obtain a compact analysis of the different traceability, allowing in a practical way to know the states of management and from this to take all the decisions that go in favor of the continuous improvement.

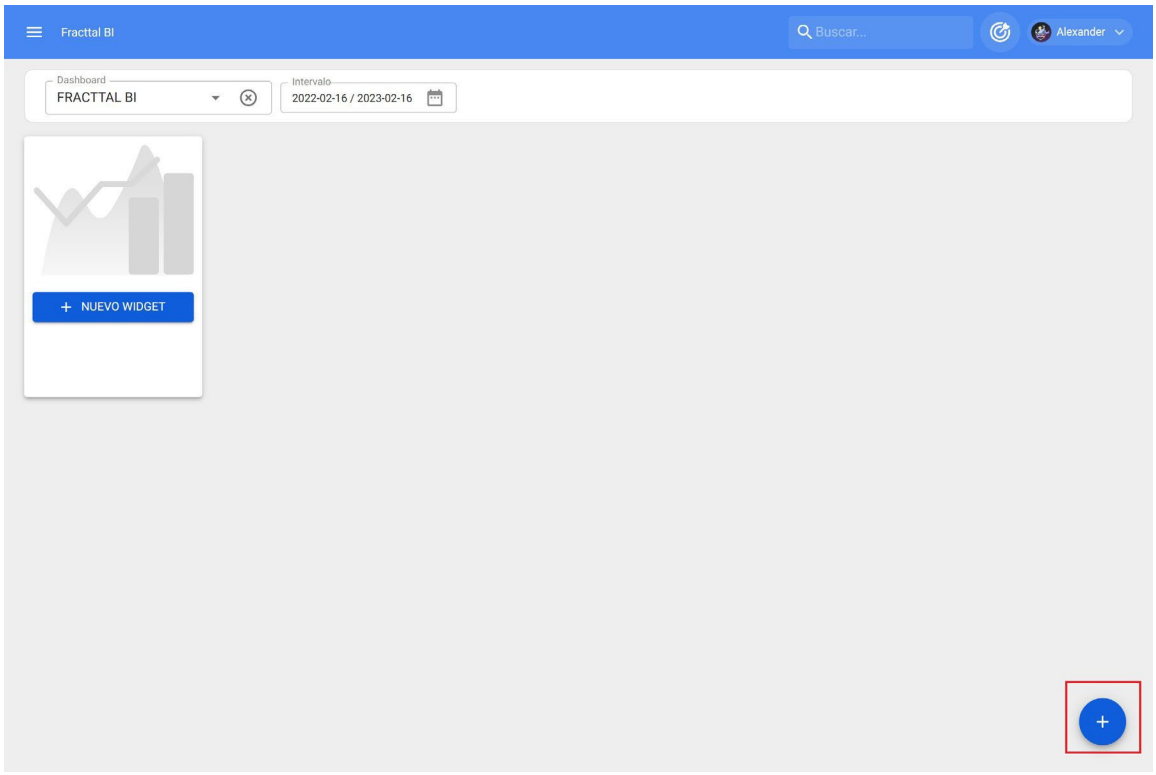
To make these reports, different fields must be completed to illustrate the data in a correct and simple way. Now there is a new feature known as default graphs where the most common and most relevant graphs for most users are offered, thus further streamlining the generation of reports, since depending on the type of graph and the data source, the information can be obtained by default.

Procedure for generating default graphs

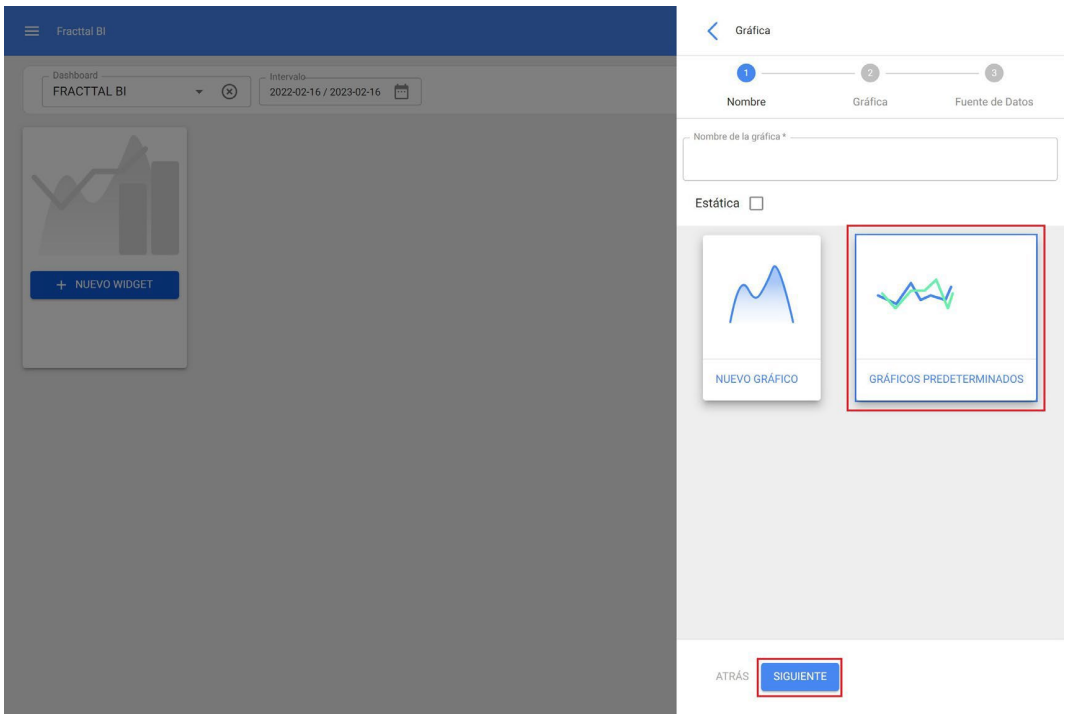
1. Enter Fracttal BI submodule



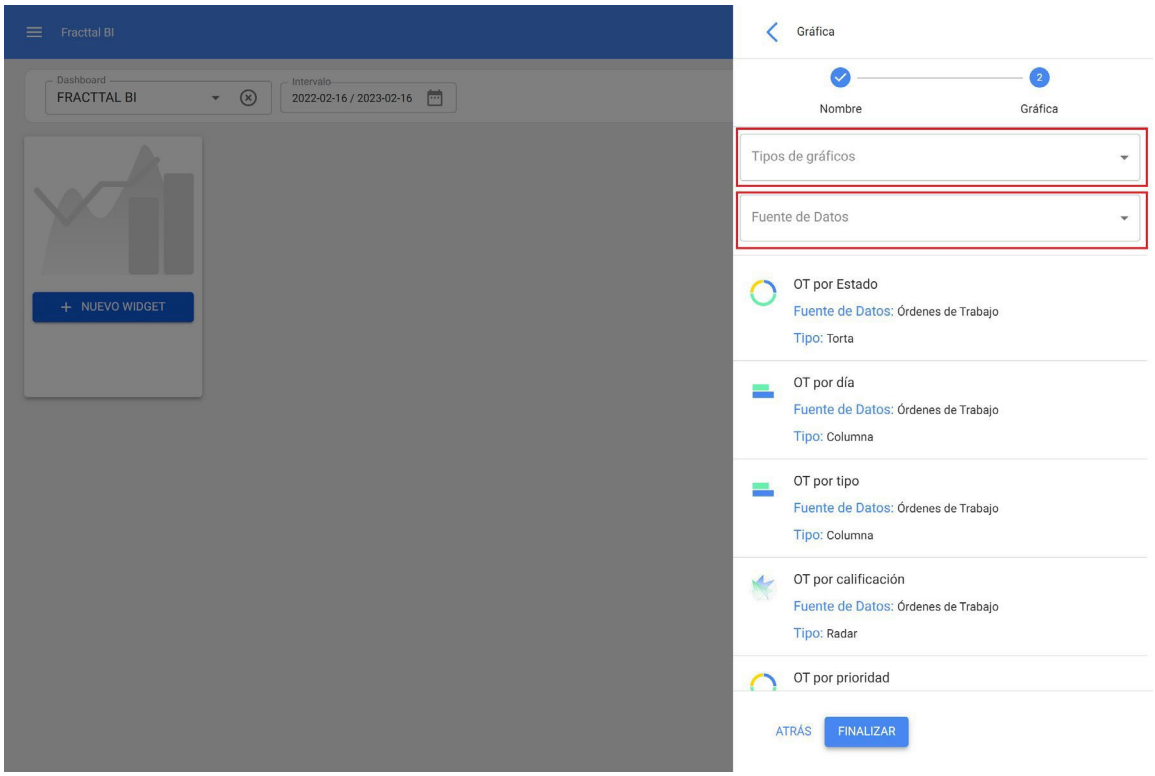
2. Enter the dashboard where you want to create the new graphic and select new widget or click on the icon (+).



3. Assign a name to the graph and select the Default Graphs option and click the Next button.



4. Select the Type of graphs and the Data Source, this will filter the supported options.



It is also possible to directly select the type of graph among the options, where the type of graph and the data source are detailed and illustrated.

Nombre — Gráfica

Tipos de gráficos

Fuente de Datos

OT por Estado

Fuente de Datos: Órdenes de Trabajo

Tipo: Torta

OT por día

Fuente de Datos: Órdenes de Trabajo

Tipo: Columna

OT por tipo

Fuente de Datos: Órdenes de Trabajo

Tipo: Columna

OT por calificación

Fuente de Datos: Órdenes de Trabajo

Tipo: Radar

OT por prioridad

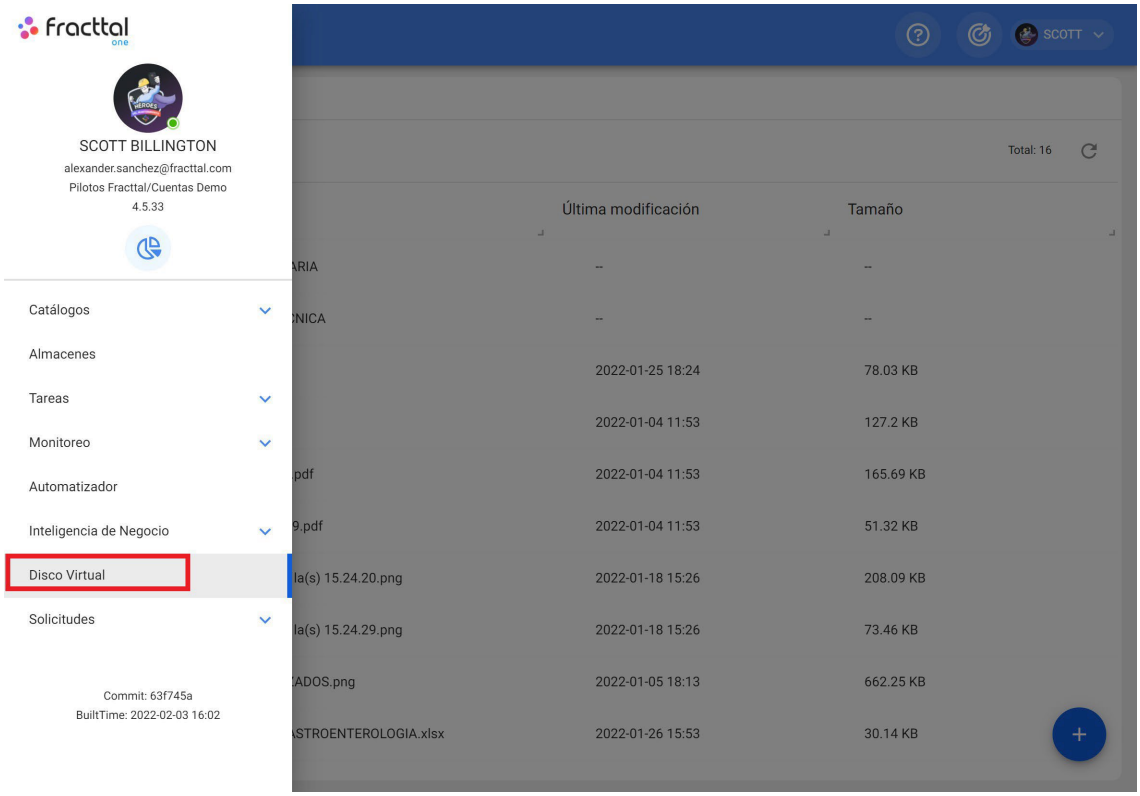
ATRÁS FINALIZAR

5. Click on the Finish button

What is the cloud disk and how to access the module?

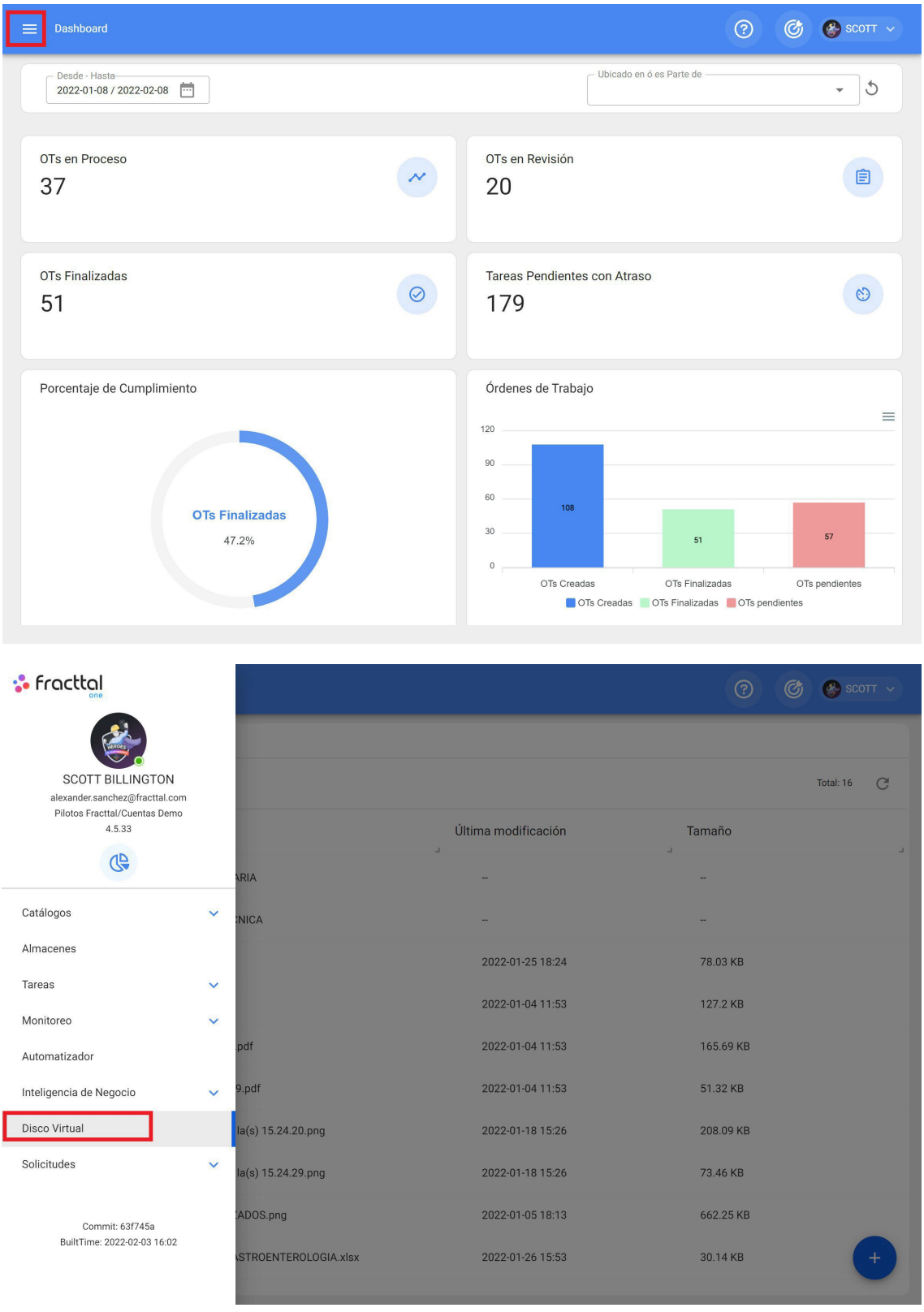
help.fracttal.com/en/articles/6000367-what-is-the-cloud-disk-and-how-to-enter-module

The cloud disk is a module where you can create folders and upload digital files so that they are always available when you log in to your database and can be used as attachments in your work management plans.

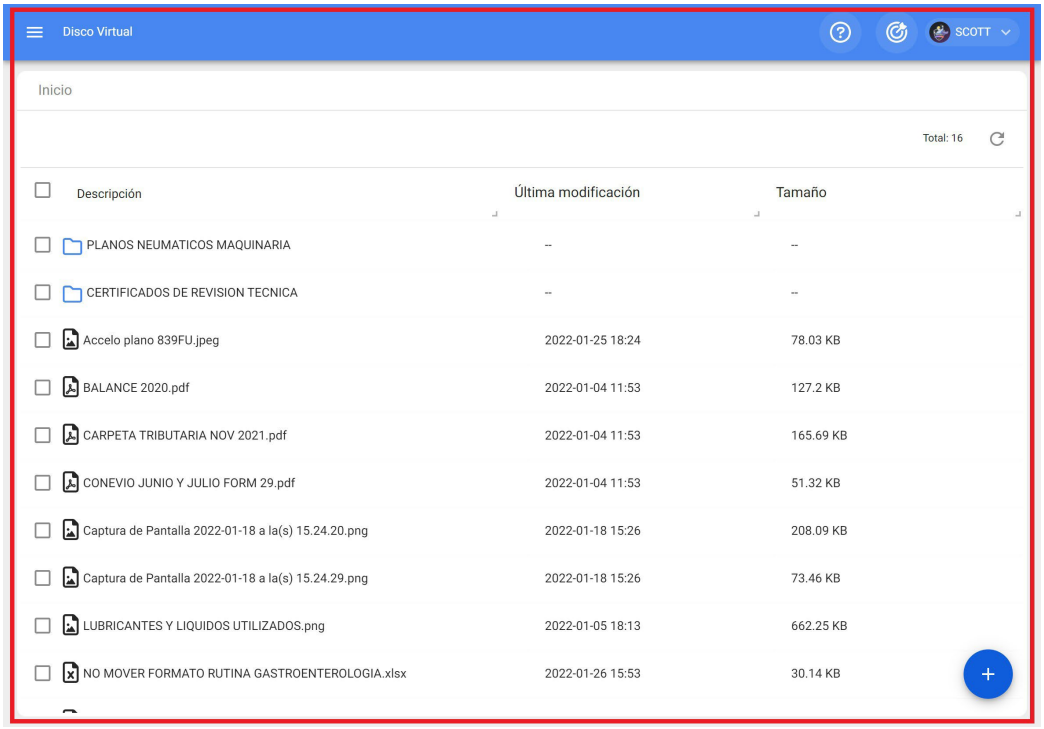


How to enter the Virtual Disk module?

To access the Cloud Disk, you only have to drop down the menu that you will find in the upper left side of the main header bar of the platform and click on "Virtual Disk".



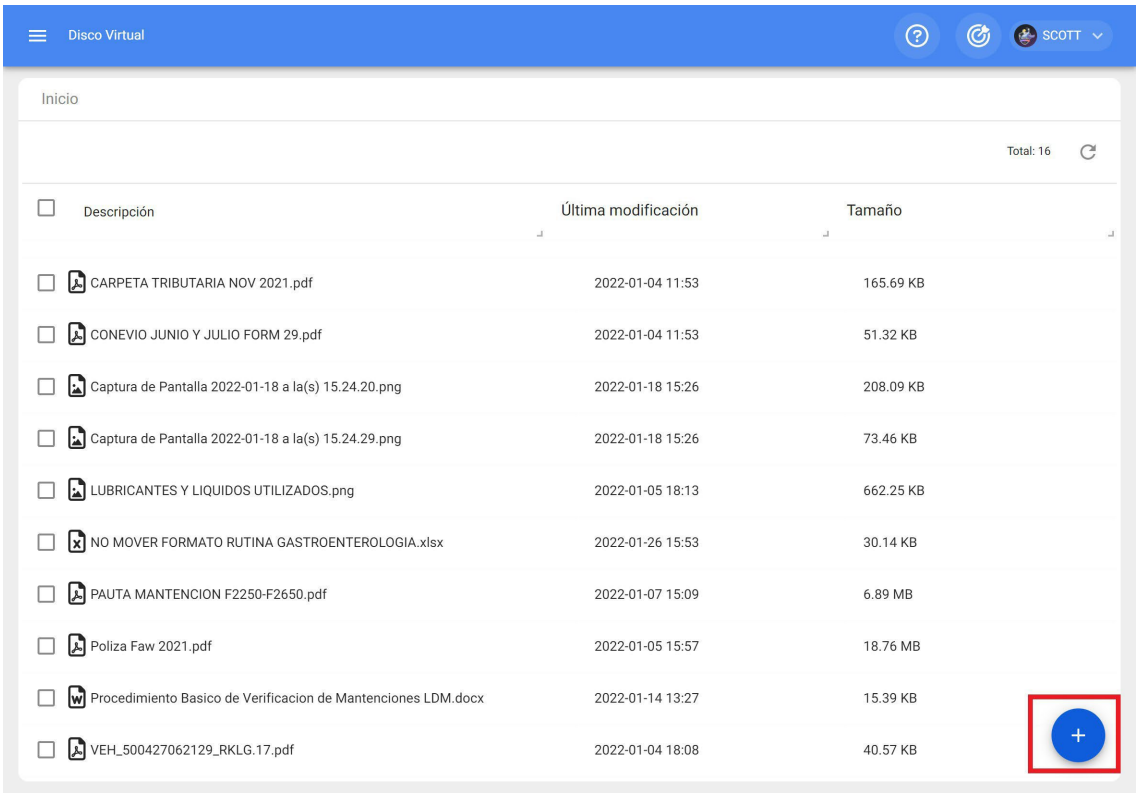
When you click on it, a new window will open where you will find all the folders and files hosted on the cloud disk.


Disco Virtual
SCOTT
Inicio
Total: 16
Descripción
Última modificación
Tamaño
PLANOS NEUMATICOS MAQUINARIA -- --
CERTIFICADOS DE REVISION TECNICA -- --
Accelo plano 839FU.jpeg 2022-01-25 18:24 78.03 KB
BALANCE 2020.pdf 2022-01-04 11:53 127.2 KB
CARPETA TRIBUTARIA NOV 2021.pdf 2022-01-04 11:53 165.69 KB
CONEVIO JUNIO Y JULIO FORM 29.pdf 2022-01-04 11:53 51.32 KB
Captura de Pantalla 2022-01-18 a la(s) 15.24.20.png 2022-01-18 15:26 208.09 KB
Captura de Pantalla 2022-01-18 a la(s) 15.24.29.png 2022-01-18 15:26 73.46 KB
LUBRICANTES Y LIQUIDOS UTILIZADOS.png 2022-01-05 18:13 662.25 KB
NO MOVER FORMATO RUTINA GASTROENTEROLOGIA.xlsx 2022-01-26 15:53 30.14 KB

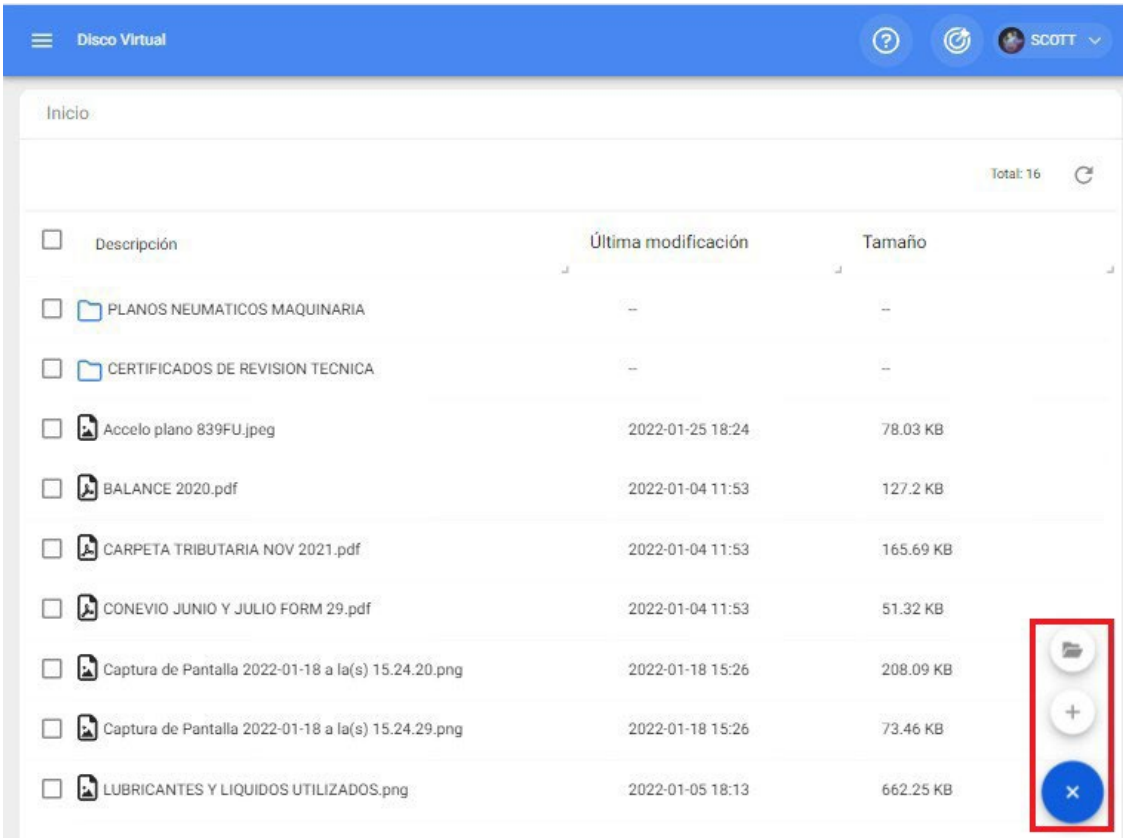
How to add information to the cloud disk?

help.fracttal.com/en/articles/6000381-as-add-information-to-virtual-disk

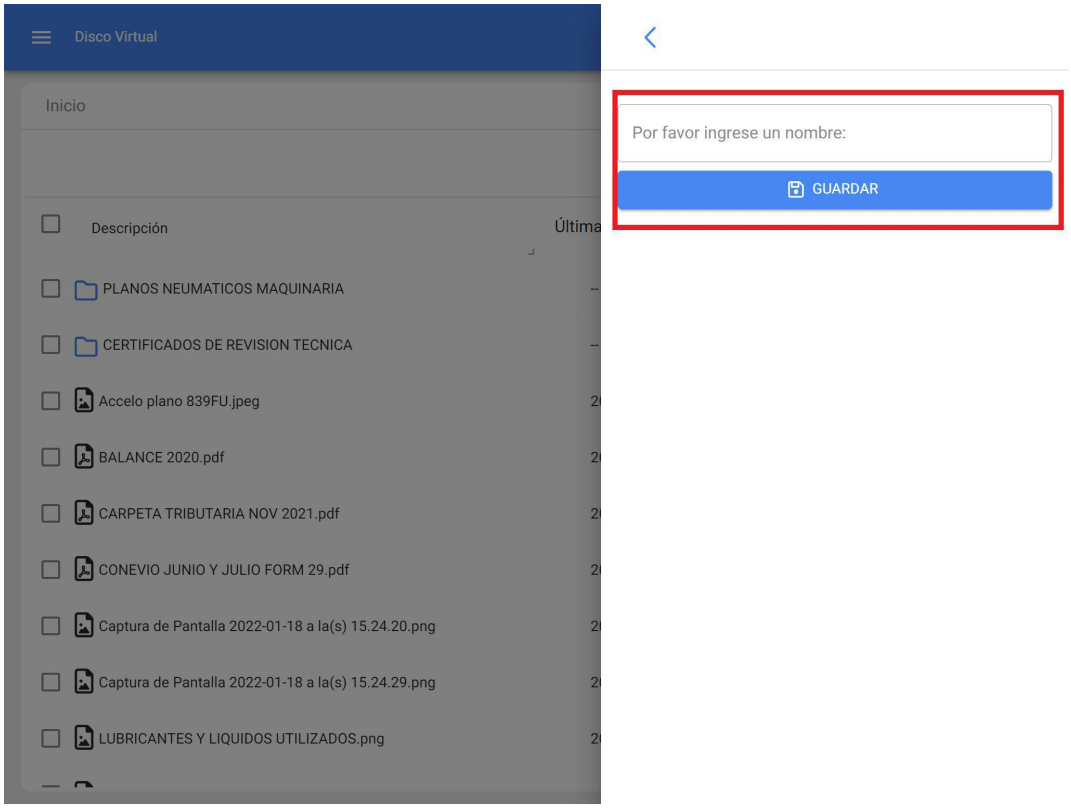
To add information just click on the add symbol at the bottom right of the window.

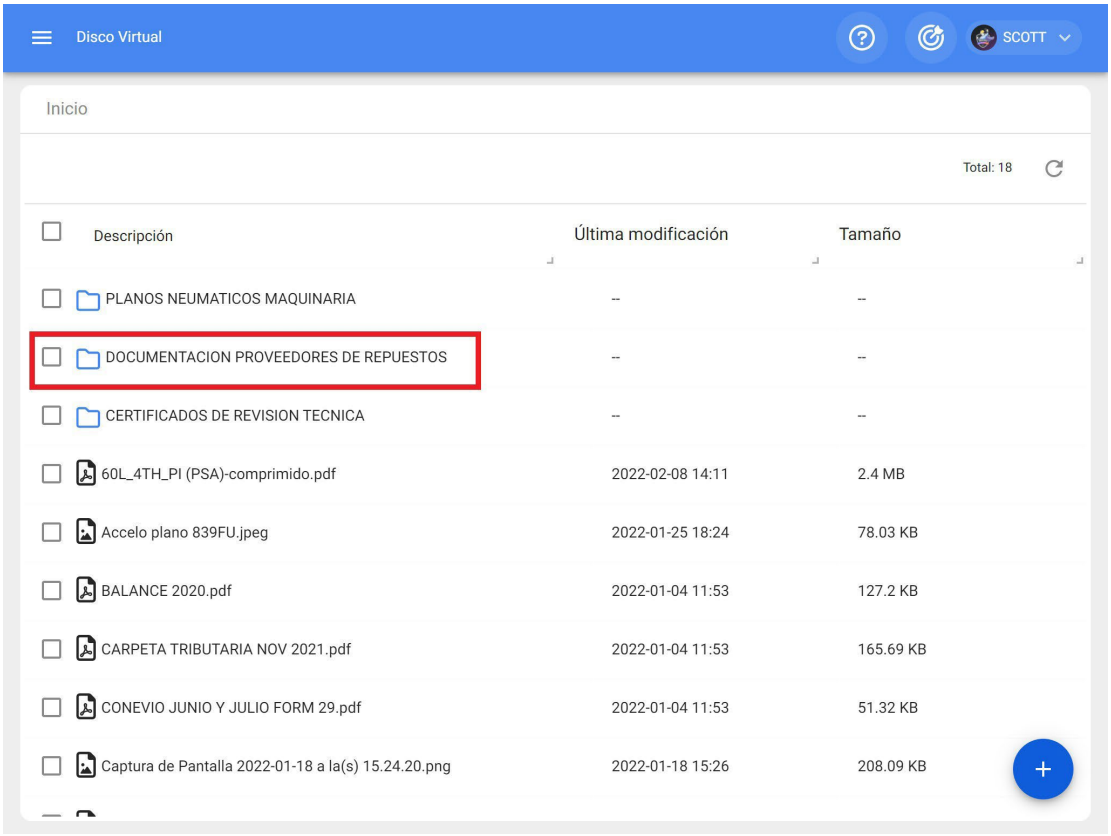


Clicking on it will open the options to add a new folder or a new file.

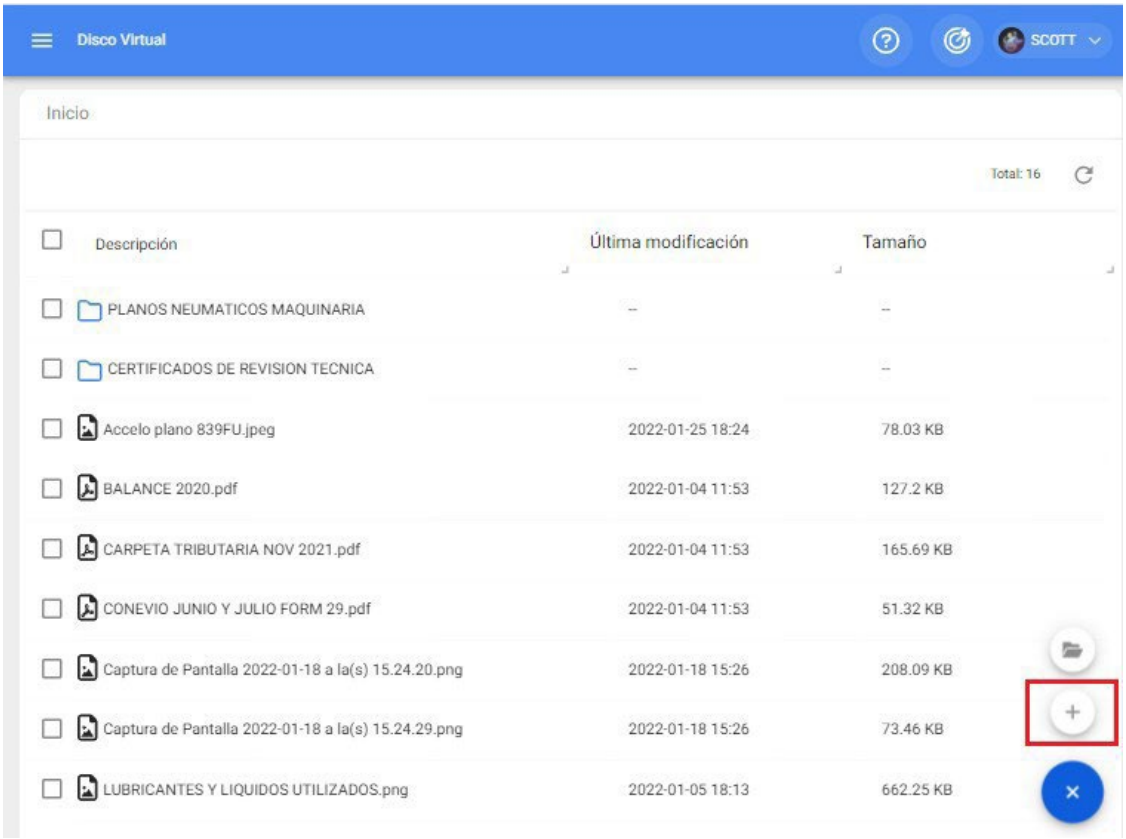


If the option to add a new folder is chosen, the system will display a window requesting the name of the folder to be added to the system.





To add files such as images, documents, etc., you must click on the new file option (being in the destination folder so that it is loaded in that location), after clicking, the system will display a window where you can drag or select the file in question.


Disco Virtual
SCOTT
Inicio
Total: 16
Descripción
Última modificación
Tamaño
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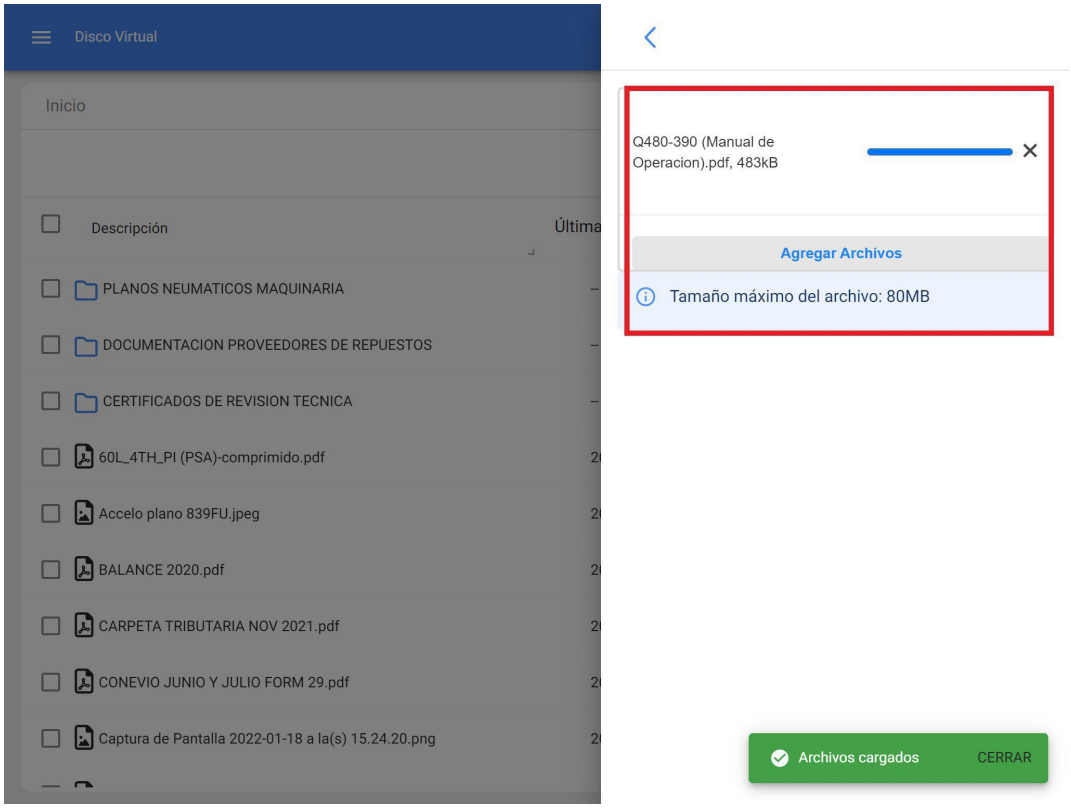
CERTIFICADOS DE REVISION TECNICA
Accelo plano 839FU.jpeg
2022-01-25 18:24
78.03 KB
BALANCE 2020.pdf
2022-01-04 11:53
127.2 KB
CARPETA TRIBUTARIA NOV 2021.pdf
2022-01-04 11:53
165.69 KB
CONEVIO JUNIO Y JULIO FORM 29.pdf
2022-01-04 11:53
51.32 KB
Captura de Pantalla 2022-01-18 a la(s) 15.24.20.png
2022-01-18 15:26
208.09 KB
Captura de Pantalla 2022-01-18 a la(s) 15.24.29.png
2022-01-18 15:26
73.46 KB
LUBRICANTES Y LIQUIDOS UTILIZADOS.png
2022-01-05 18:13
662.25 KB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Inicio
Descripción
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DOCUMENTACION PROVEEDORES DE REPUESTOS
CERTIFICADOS DE REVISION TECNICA
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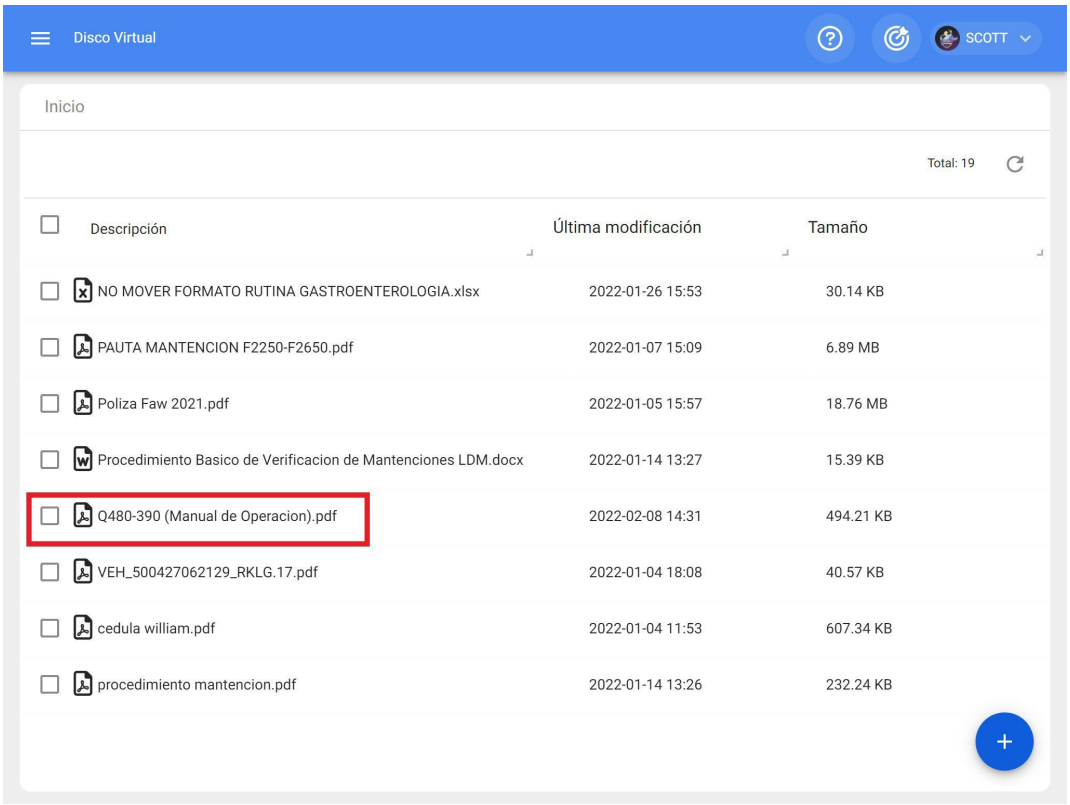
Accelo plano 839FU.jpeg
BALANCE 2020.pdf
CARPETA TRIBUTARIA NOV 2021.pdf
CONEVIO JUNIO Y JULIO FORM 29.pdf
Captura de Pantalla 2022-01-18 a la(s) 15.24.20.png
Q480-390 (Manual de Operacion).pdf, 483kB
Agregar Archivos
Tamaño máximo del archivo: 80MB
Archivos cargados
CERRAR


Disco Virtual
SCOTT
Inicio
Total: 19
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Última modificación
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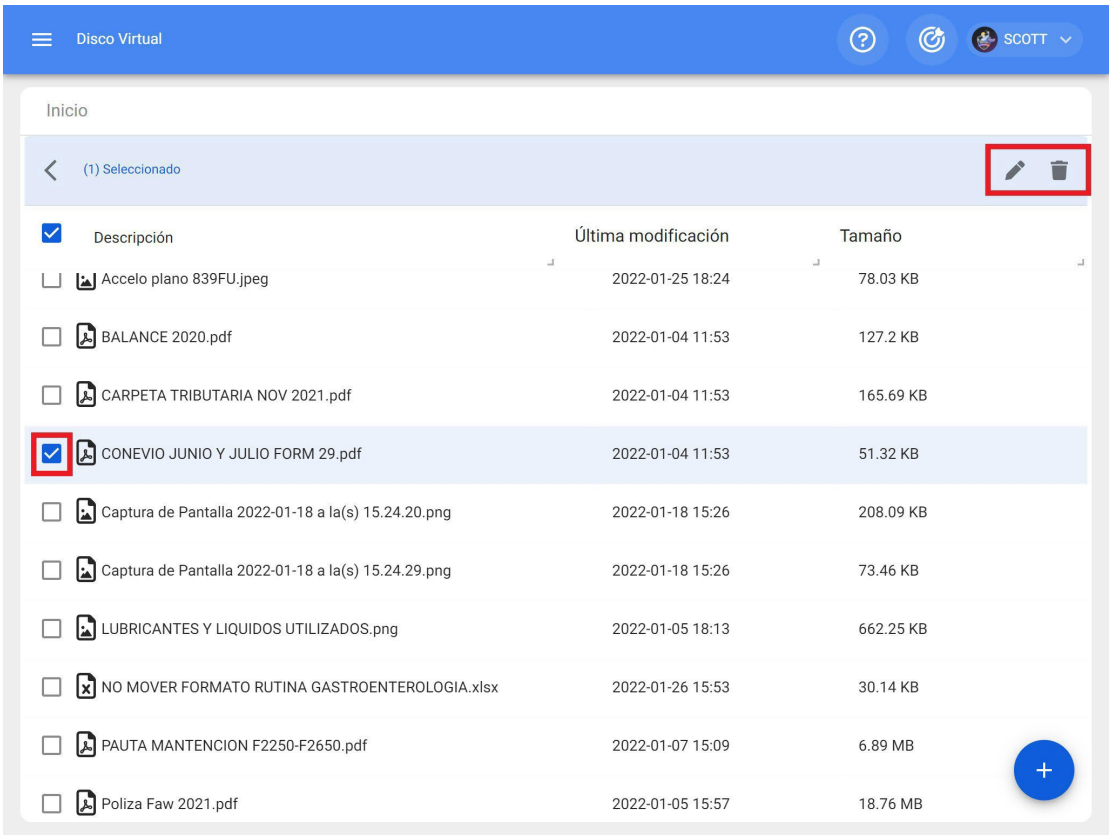
PAUTA MANTENCION F2250-F2650.pdf
2022-01-07 15:09
6.89 MB
Poliza Faw 2021.pdf
2022-01-05 15:57
18.76 MB
Procedimiento Basico de Verificacion de Mantenciones LDM.docx
2022-01-14 13:27
15.39 KB
Q480-390 (Manual de Operacion).pdf
2022-02-08 14:31
494.21 KB
VEH_500427062129_RKLG.17.pdf
2022-01-04 18:08
40.57 KB
cedula william.pdf
2022-01-04 11:53
607.34 KB
procedimiento mantencion.pdf
2022-01-14 13:26
232.24 KB

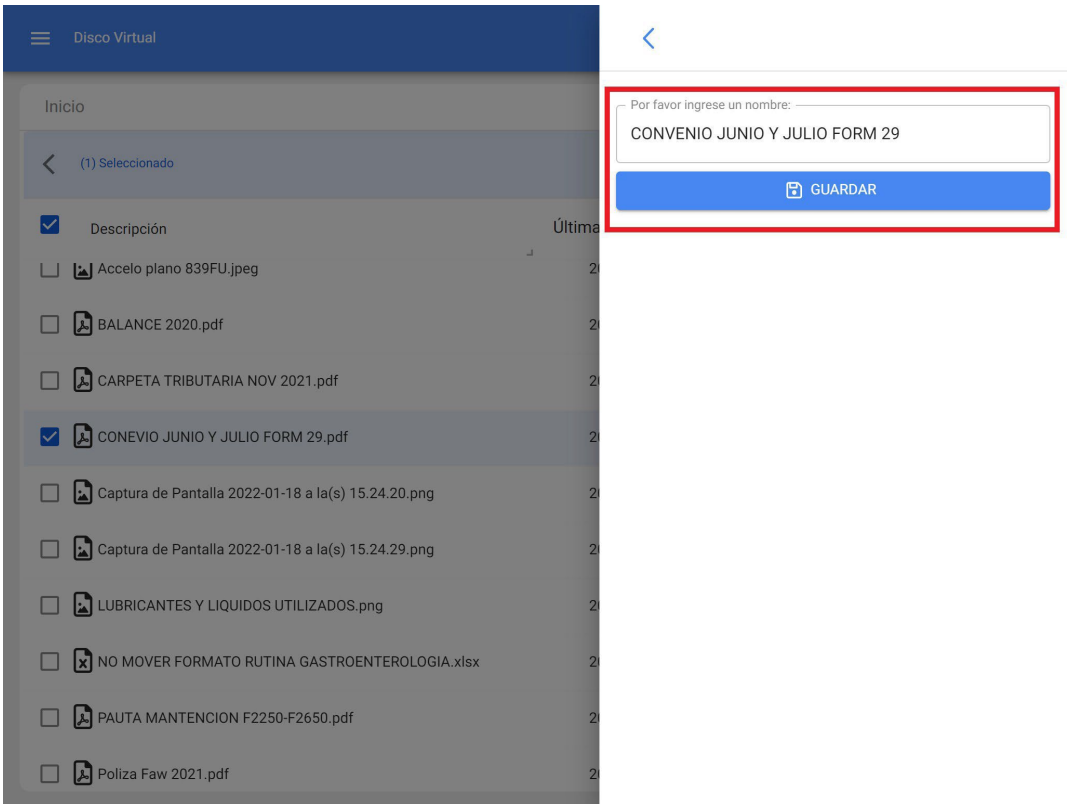
How to rename or delete files and folders in the Virtual Disk?

help.fracttal.com/en/articles/6000391-how-to-rename-or-delete-files-and-folders-on-the-cloud-disk

To rename or delete a file or folder you must select the document in question so that the system enables a bar, where you can select the option to delete or rename as appropriate.



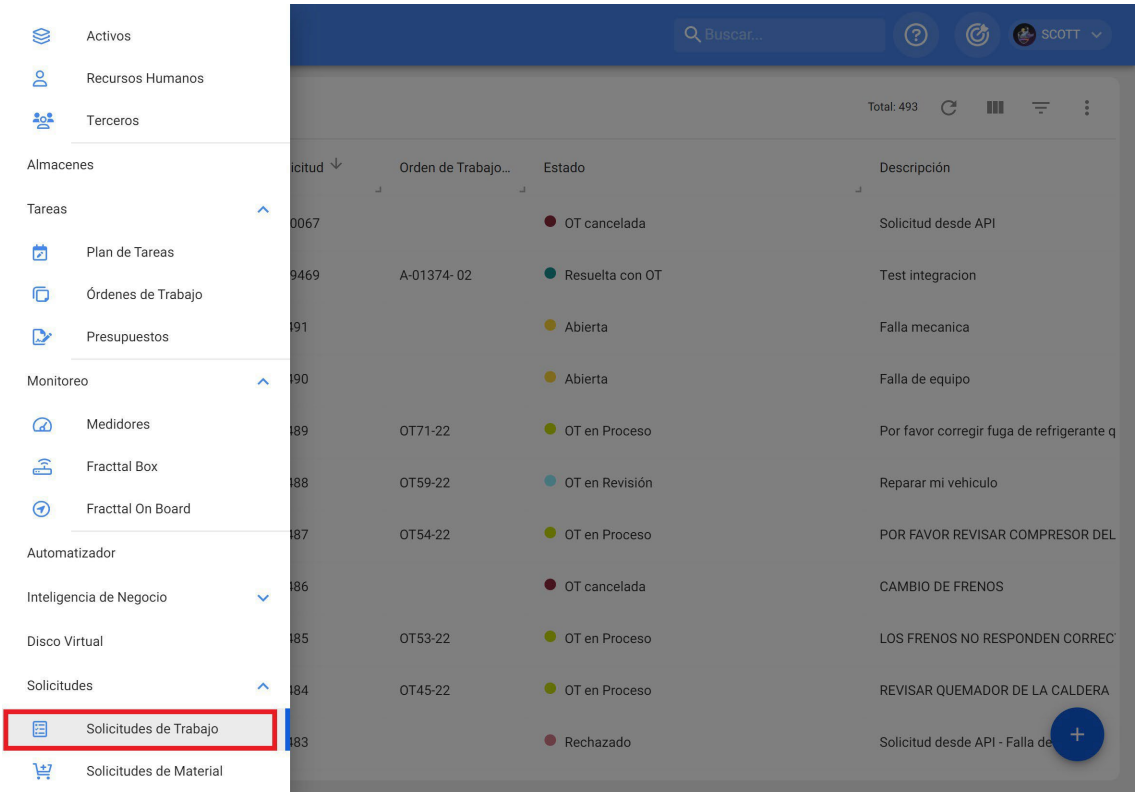
In case you select the edit option, the system will display a new window where you can modify the name of the file or folder and then save the changes made.


Disco Virtual
Inicio
(1) Seleccionado
Descripción
Última
Accelo plano 839FU.jpeg
BALANCE 2020.pdf
CARPETA TRIBUTARIA NOV 2021.pdf
CONEVIO JUNIO Y JULIO FORM 29.pdf
Captura de Pantalla 2022-01-18 a la(s) 15.24.20.png
Captura de Pantalla 2022-01-18 a la(s) 15.24.29.png
LUBRICANTES Y LIQUIDOS UTILIZADOS.png
NO MOVER FORMATO RUTINA GASTROENTEROLOGIA.xlsx
PAUTA MANTENCION F2250-F2650.pdf
Poliza Faw 2021.pdf
Por favor ingrese un nombre:
CONVENIO JUNIO Y JULIO FORM 29
GUARDAR

Work requests and how to enter the module?

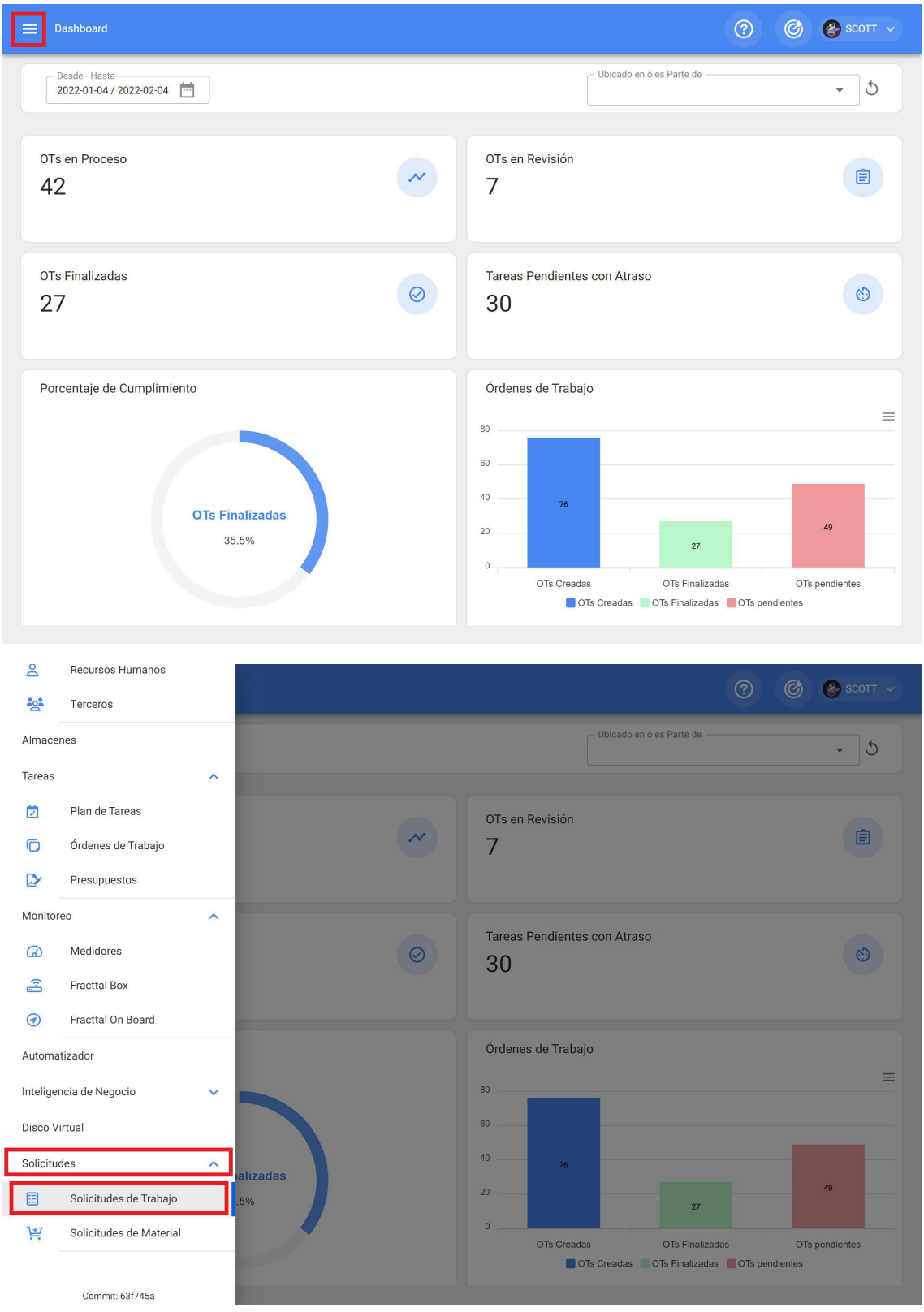
help.fracttal.com/en/articles/6000885-work-requests-and-how-to-enter-module

In this module, platform users may report incidents through work requests, which may be filled out and managed on the platform as appropriate.

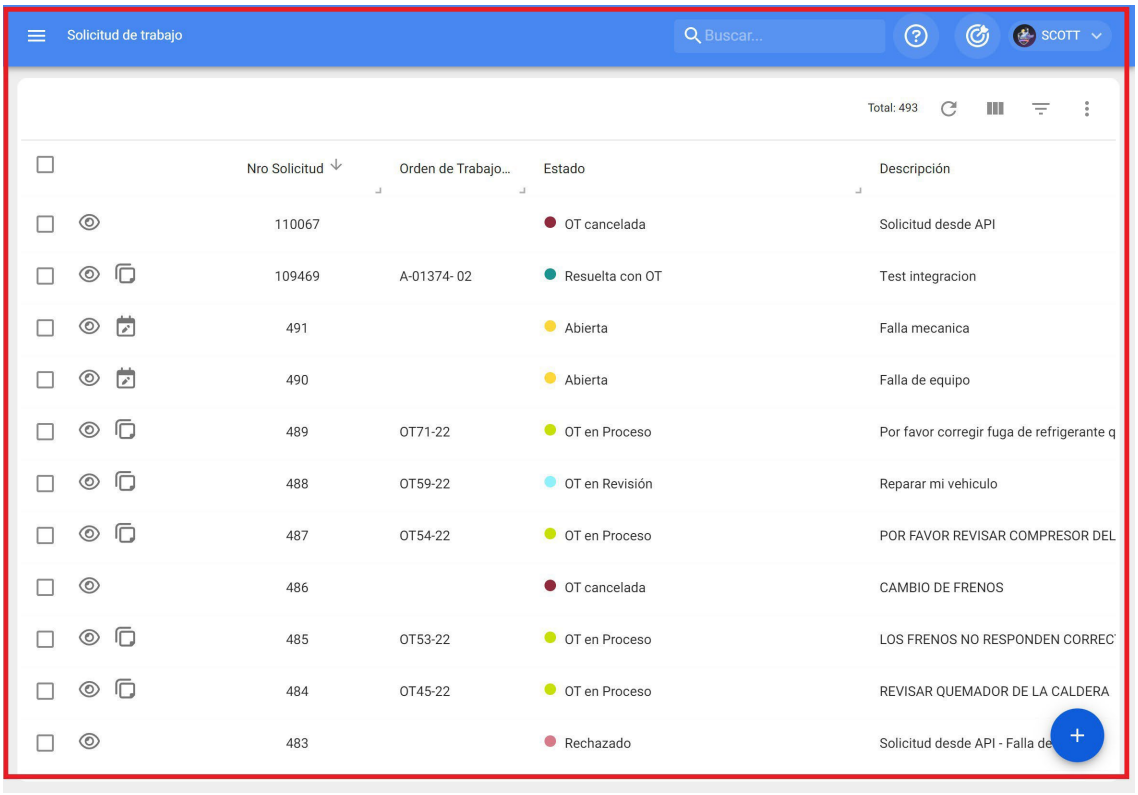


How to enter the Work Request module?

To enter the work request module, look for the module in the top left menu of the main header bar of the platform and click on "Requests" and then on "Work Requests".



When clicked, a new window will open with all the work requests that have been made in the system with their corresponding statuses.



The states in which an application can be found are as follows:

- **Open:** Status in which the application has not yet been processed.
- **In process:** State in which the request is in execution or planning, but has not yet been executed in a WO.
- **WO in Process:** State in which a request is once it has been planned and converted into a WO.
- **Resolved without WO:** Status in which the request has already been resolved without having generated a WO.
- **Cancelled:** Status of a request that has been cancelled.
- **Resolved with WO:** Status in which the request has already been resolved through a WO.
- **Waiting for a WO:** State where the request has been sent to the pending work management module and is waiting to be executed in a WO.
- **WO in Review:** Status in which the request has already been generated as a WO and is under review.

- **WO Cancelled:** State in which the request was generated in a WO, which was subsequently cancelled (in this case the work management associated with the WO returns to Pending Tasks).
- **Request removed from Pending Work management:** Status in which the request was removed from the Pending Tasks module and must be rescheduled from the Work Requests module.
- **Rejected:** Status of a rejected application.

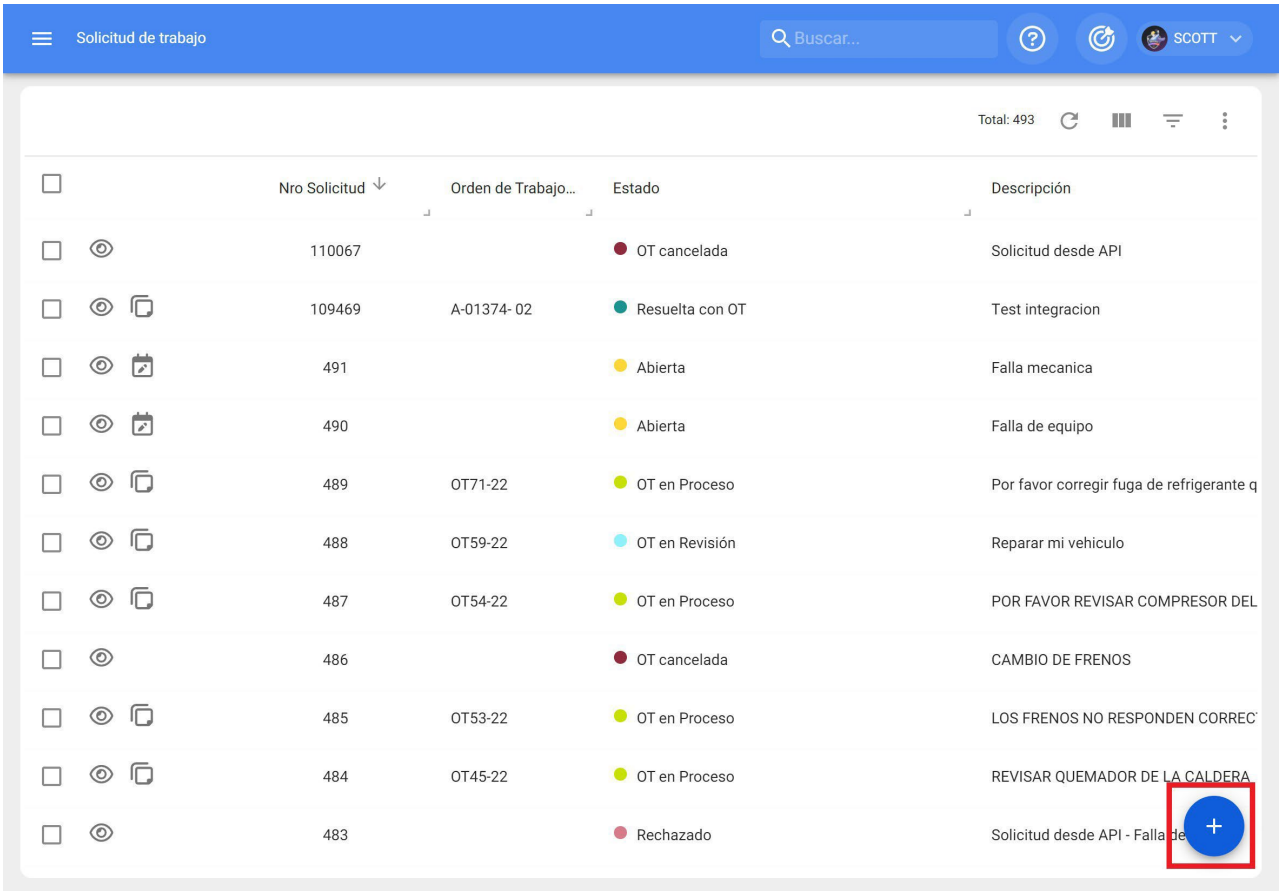
How to create a work request?

help.fracttal.com/en/articles/6001171-how-to-create-a-job-application

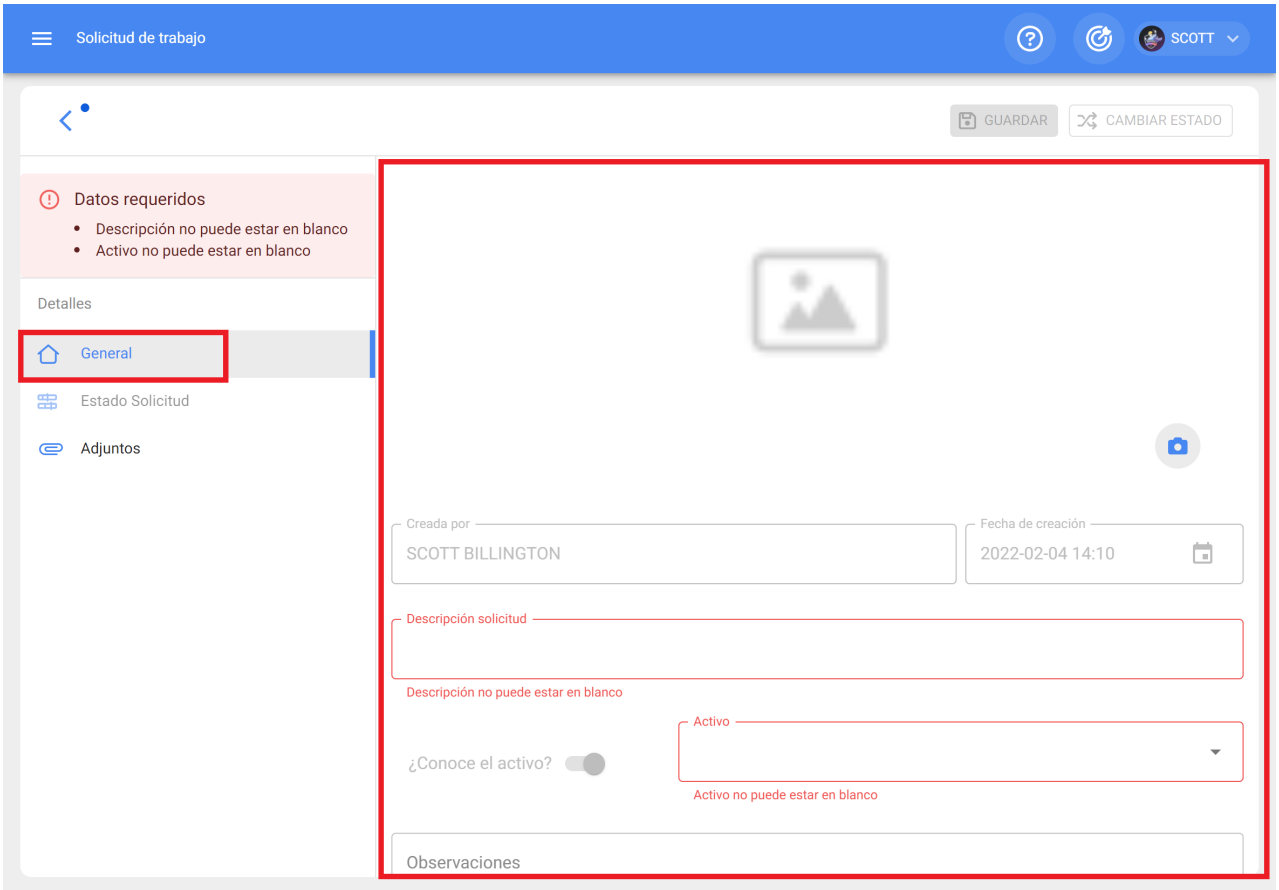
In the platform there are two ways to make a work request, the first is to make it directly from the work request module and the second option is to add it from the quick action button located in the main header bar of the platform.

From the work request module:

To add a new work request, click on the add symbol at the bottom right of the platform.



After clicking on add, a new window will open where the applicant must complete all the necessary information in the "General" tab in order to detail the application to be reported in the system.



The information that can be added when reporting a work request is as follows:

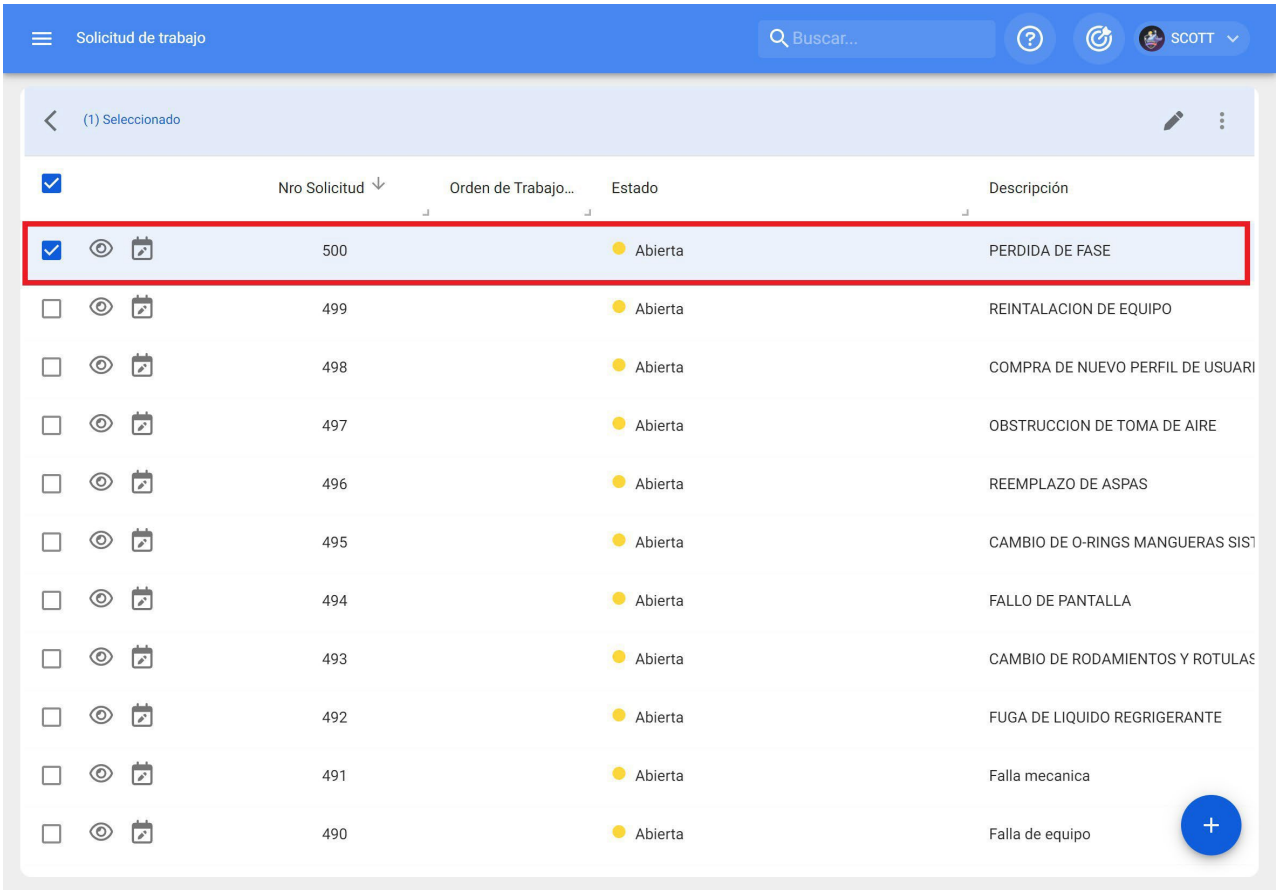
- **Created by:** Name of the profile of the person raising the request, this name is taken directly from the login account registered in the system of that person.
- **Creation date:** Date on which the request is being reported in the system.
- **Application description:** Short description identifying the application.
- **Do you know the asset:** Option that allows the user reporting the request to indicate if he/she knows the name of the asset in question (this option can be set as mandatory in the module Configuration-OTs).
- **Asset:** Name or identification of the asset associated to the work request in the system.
- **Remarks:** Detailed description of the work request.
- **Incident Date:** Date on which the incident for which the work request is being raised occurred (this date does not necessarily need to coincide with the date on which the request is reported in the system).
- **Urgent:** Option where the degree of criticality of the request is established as urgent.
- **Image:** Image or photograph where the reported work request is illustrated.

Additionally, the system allows you to add advanced information to the work request where you can detail the following:

- **Reference:** Name or reference code that can be added to the request.
- **Location:** Option that allows to establish the geolocation of the site where the request was raised (this information is taken from the GPS system of the device used to raise the request).
- **Group:** Catalog where you can create groups of colors that can be used to be assigned to the requests (the configuration of the name and colors of these groups is done from the Configuration-Catalogs module).
- **Classification 1 and 2:** Corresponds to free fields left by the platform to be completed as required (the configuration is done from the Configuration-Catalogs module).
- **Keywords (Multiple Selection):** Catalog where identification keywords can be established at the moment of creating a work request (the configuration is done from the Configuration-Catalogs module).

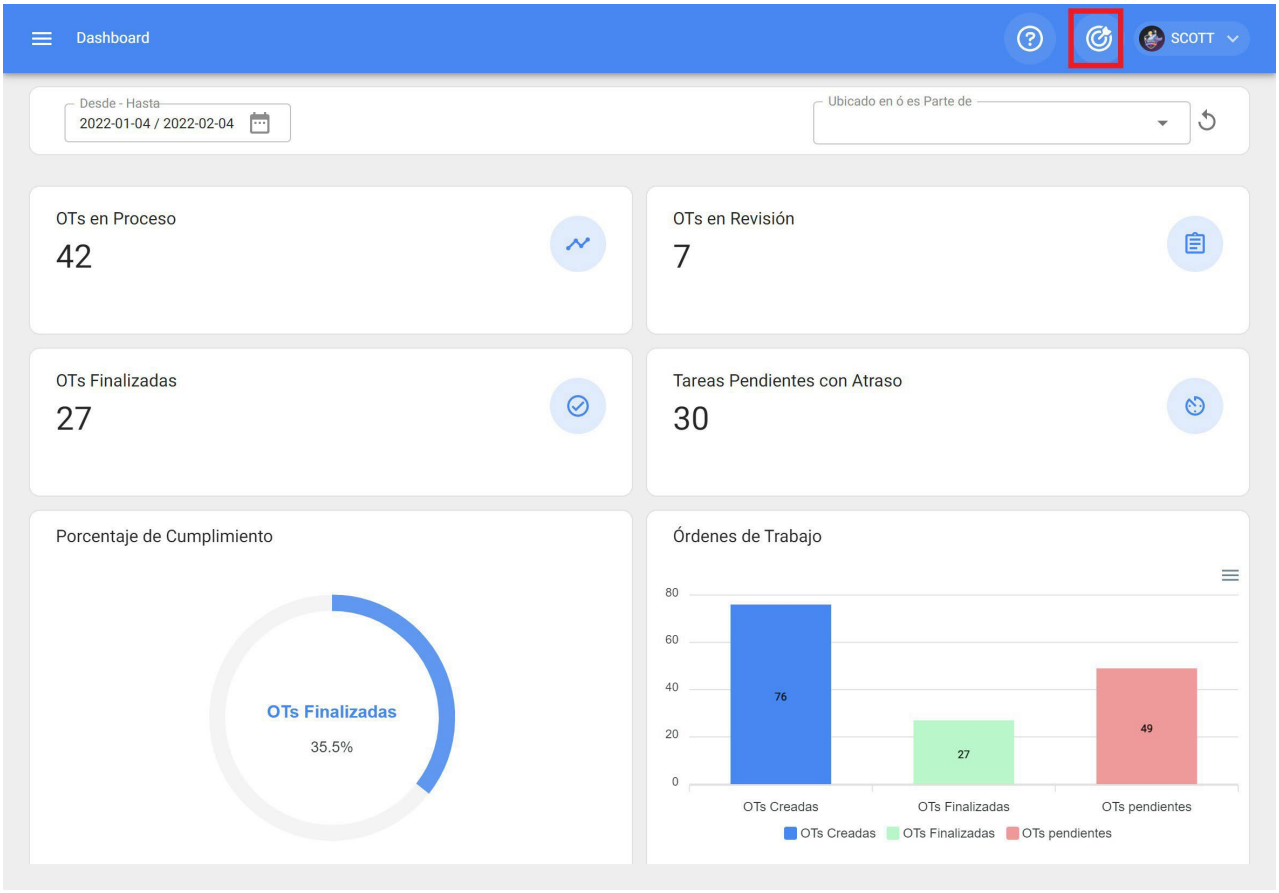
Note: *It is possible to set which fields are mandatory when opening an application in Fracttal One. To do this, go to the settings menu, in the submenu 'modules - work requests' and make the corresponding settings. For more information, please refer to the article Settings - work requests.*

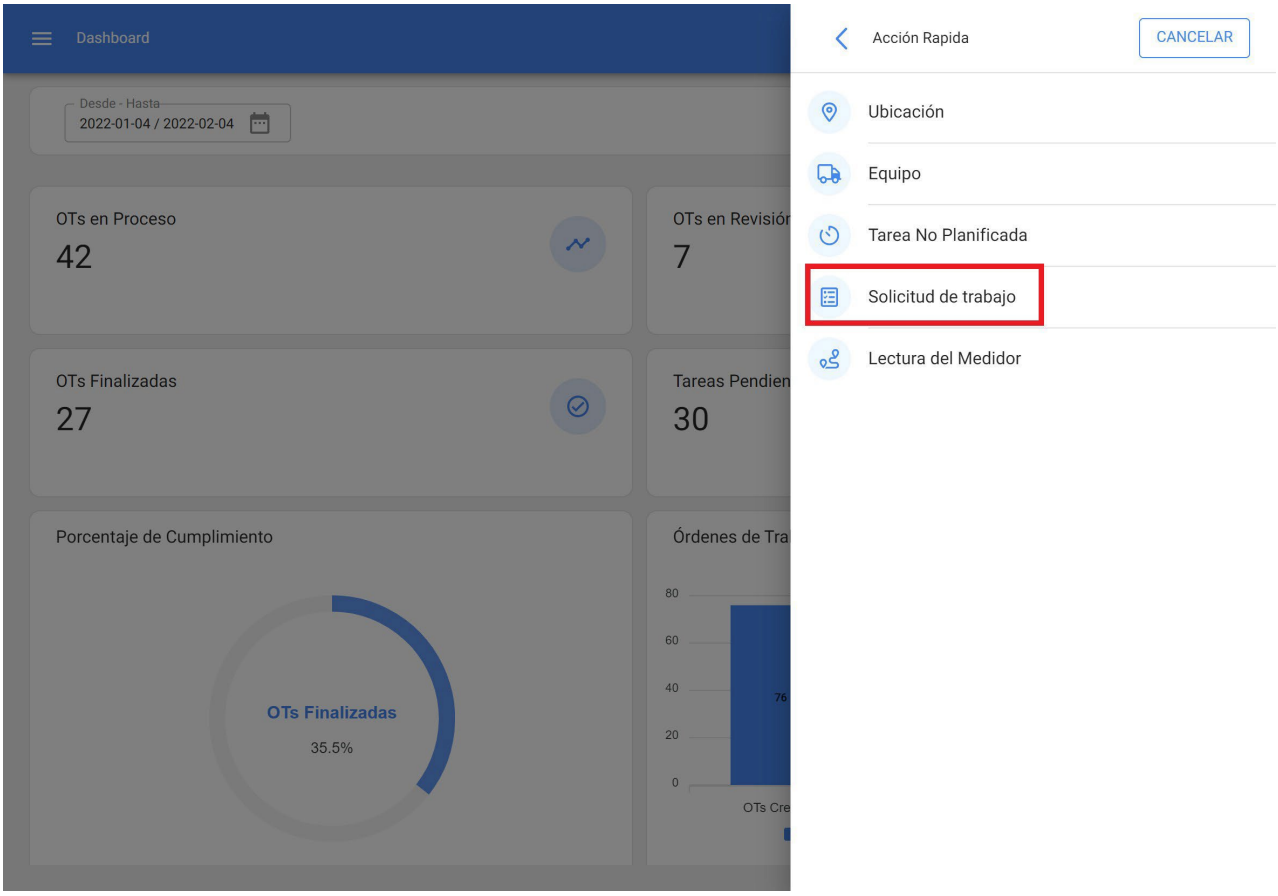
Finally, after completing the necessary information, the application will be generated, which must then be processed as appropriate.



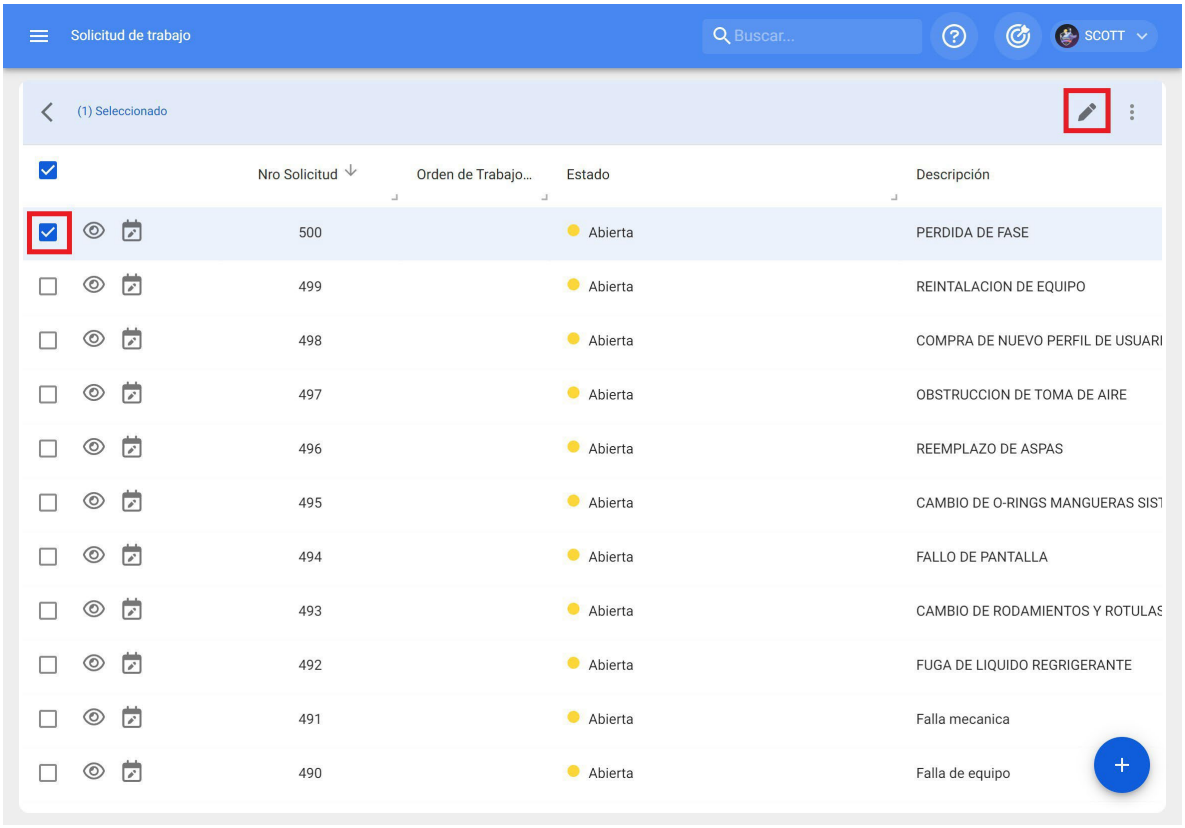
From the quick action button

The quick action is a button that is always available in the main header bar of the platform. To do so, just click on this option and then click on work request.





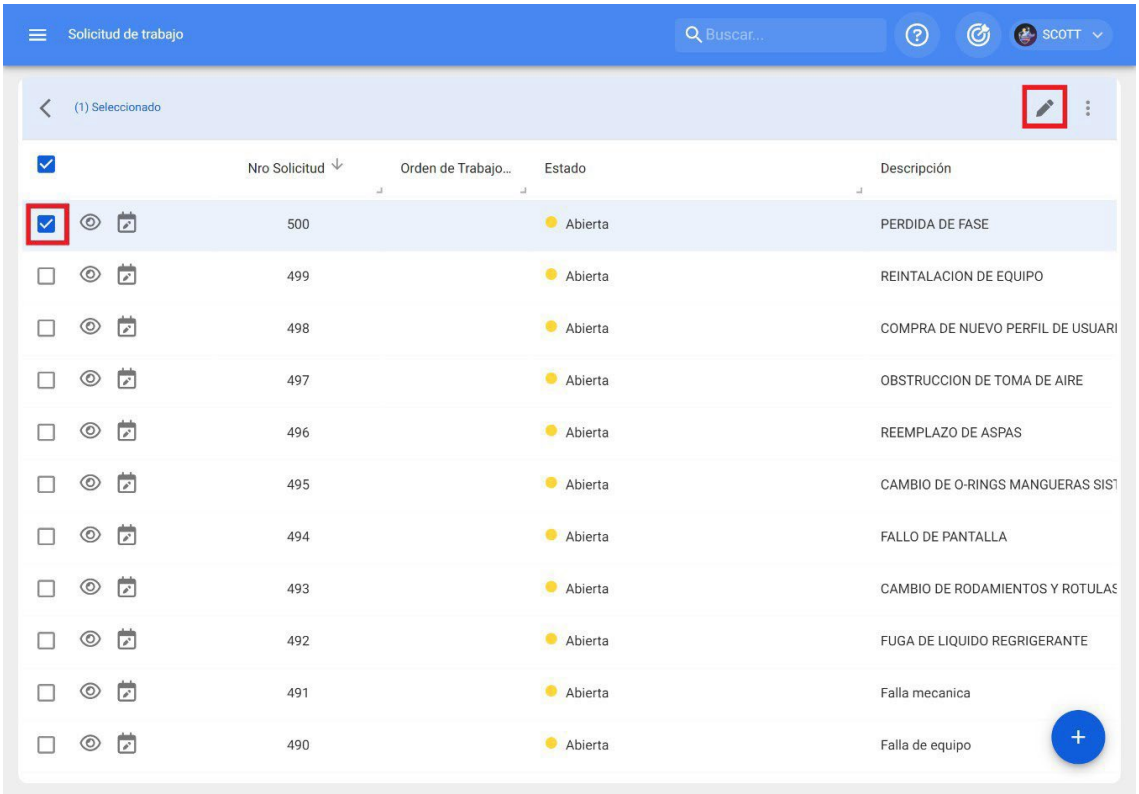
After clicking, a new window will open where you must perform the same procedure as above to complete and generate the work request.


Solicitud de trabajo
Buscar...
SCOTT
(1) Seleccionado
Nro Solicitud
Orden de Trabajo...
Estado
Descripción
500 Abierta PERDIDA DE FASE
499 Abierta REINTALACION DE EQUIPO
498 Abierta COMPRA DE NUEVO PERFIL DE USUARI
497 Abierta OBSTRUCCION DE TOMA DE AIRE
496 Abierta REEMPLAZO DE ASPAS
495 Abierta CAMBIO DE O-RINGS MANGUERAS SIST
494 Abierta FALLO DE PANTALLA
493 Abierta CAMBIO DE RODAMIENTOS Y ROTULAS
492 Abierta FUGA DE LIQUIDO REGRIGERANTE
491 Abierta Falla mecanica
490 Abierta Falla de equipo

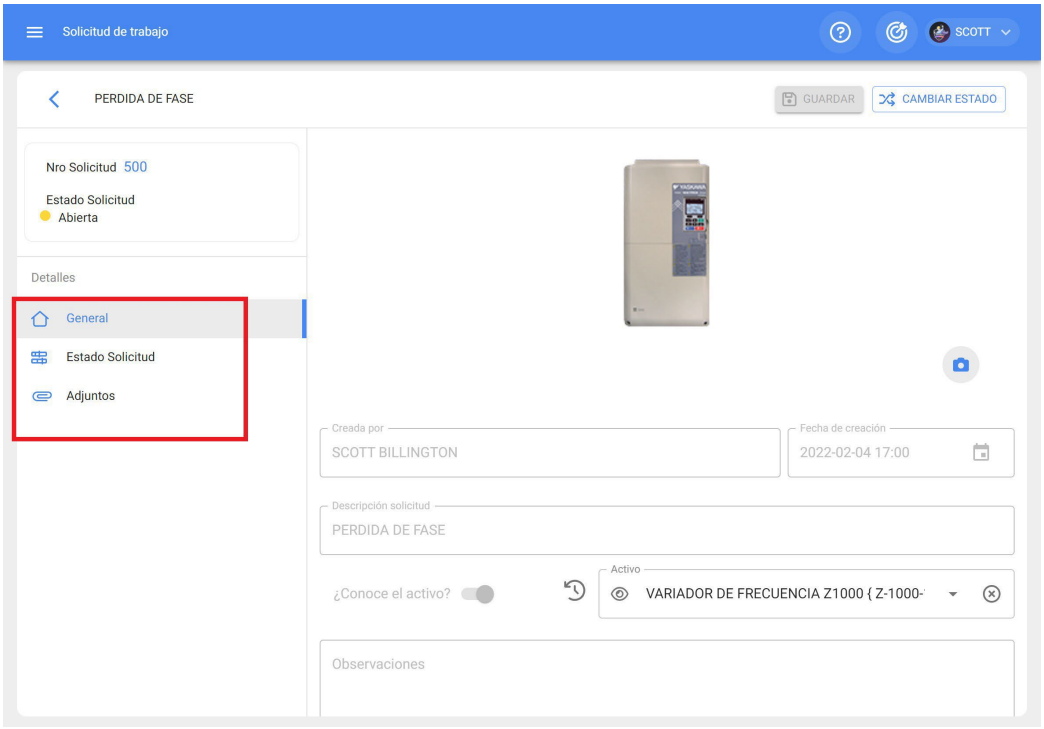
How to edit a work request already created?

help.fracttal.com/en/articles/6001192-as-edit-an-already-created-job-request

To edit a work request already created, just select the request in question and the system will enable a bar with the edit option.



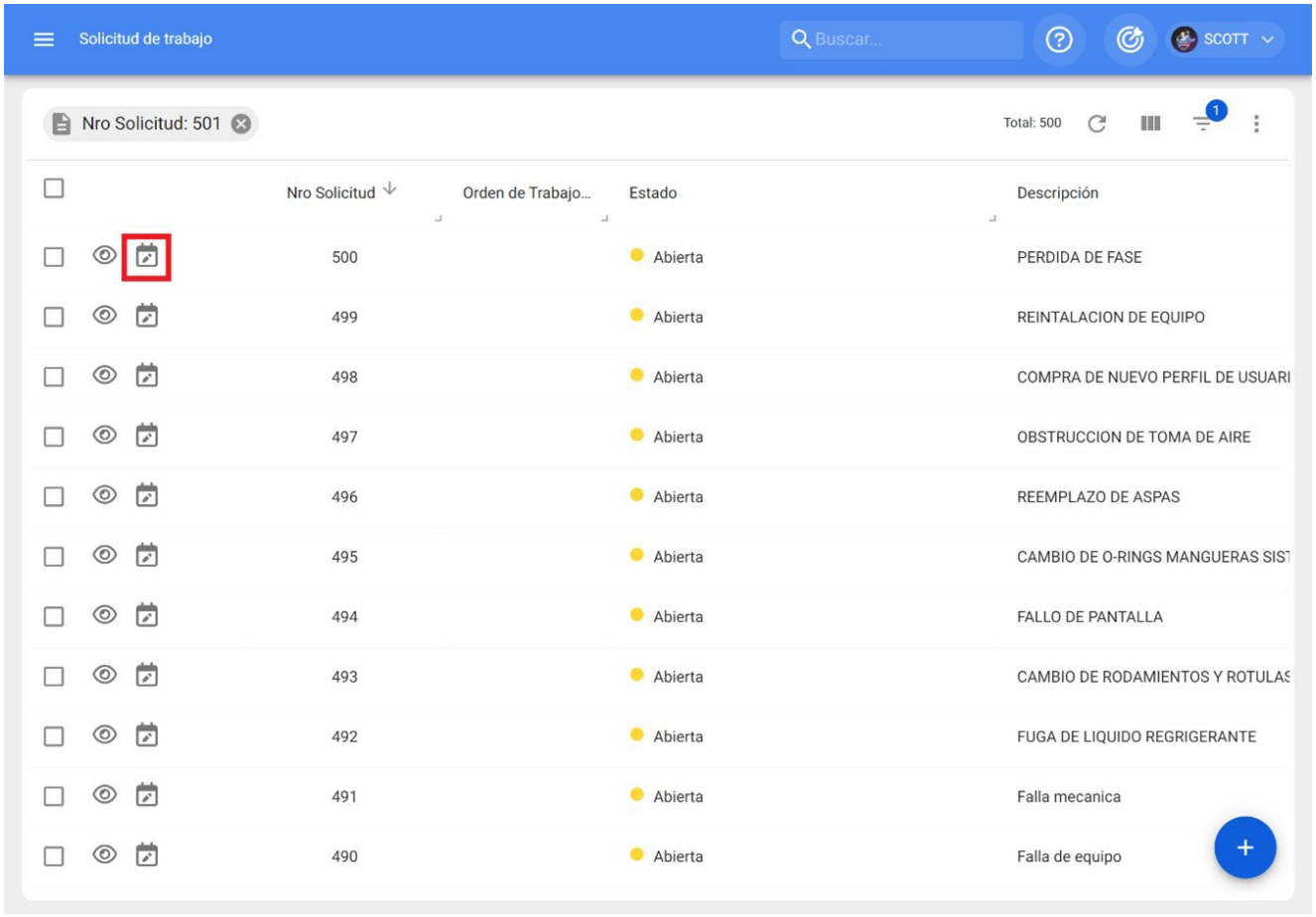
Clicking on it will open the application where you will be able to edit the information contained in the General tab, as well as in the Application Status and Attachments tabs.


Solicitud de trabajo
SCOTT
PERDIDA DE FASE
GUARDAR
CAMBIAR ESTADO
Nro Solicitud 500
Estado Solicitud
Abierta
Detalles
General
Estado Solicitud
Adjuntos
Creada por
SCOTT BILLINGTON
Fecha de creación
2022-02-04 17:00
Descripción solicitud
PERDIDA DE FASE
¿Conoce el activo?
Activo
VARIADOR DE FRECUENCIA Z1000 (Z-1000-
Observaciones

How to manage and convert a work request into a WO?

help.fracttal.com/en/articles/6001355-how-to-manage-and-convert-a-work-request-into-OT

Once a request has been generated, the system allows you to manage this request through an unscheduled task by clicking on the add symbol.



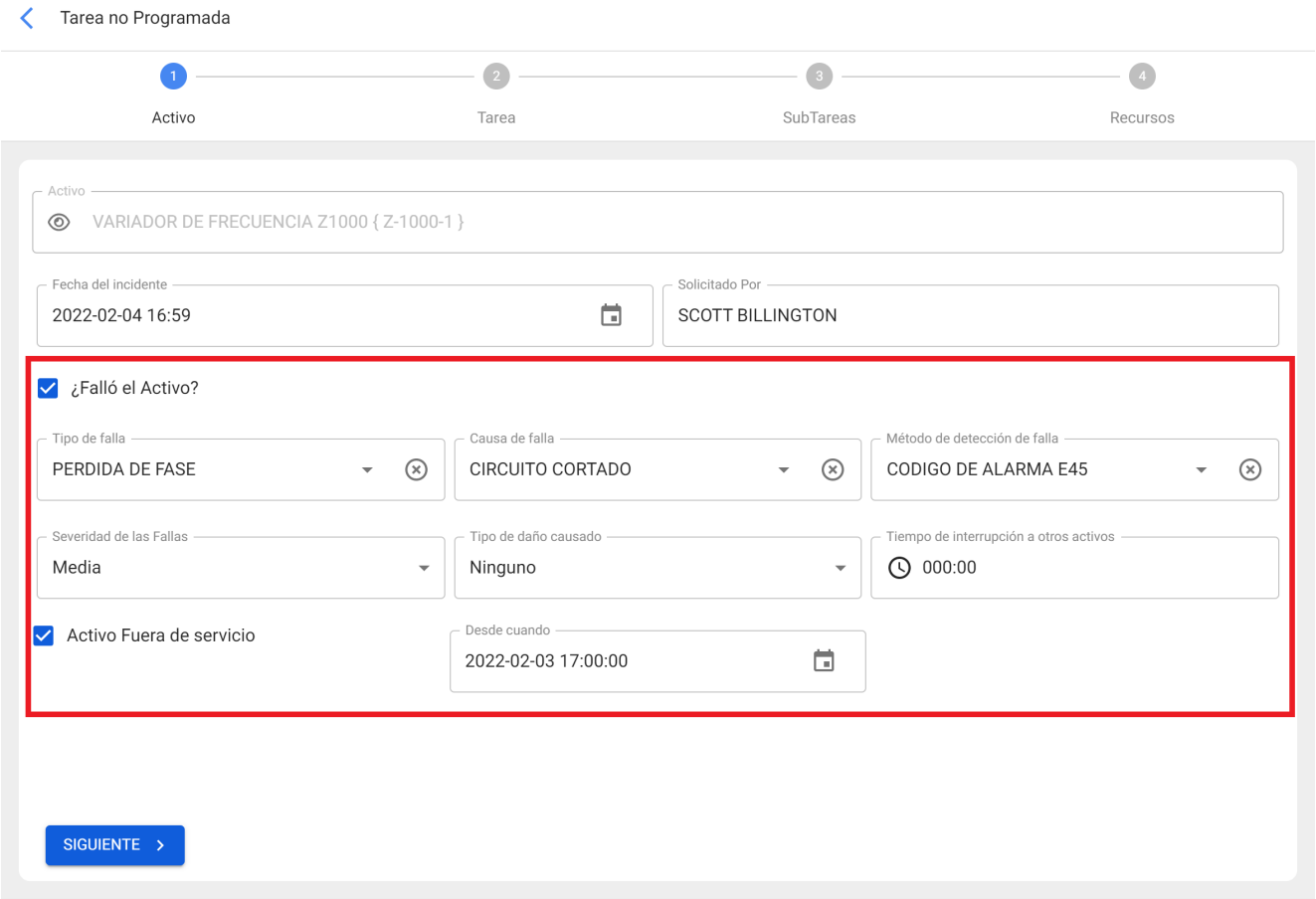
Then when you click on it, a new window will be enabled, where all the information corresponding to the unplanned task must be filled in, which can be sent to pending task (to be scheduled later) or generated as a new work order.

To do this, 4 steps must be established before managing the task:

- **Assets:** Information associated with the asset and its status.
- **Task:** Information associated to the unplanned task.
- **SubTasks:** List with the subtasks or check-list (step-by-step) that must be accomplished to successfully complete the task.

- **Resources:** Resources to be used in the execution and fulfillment of the task.

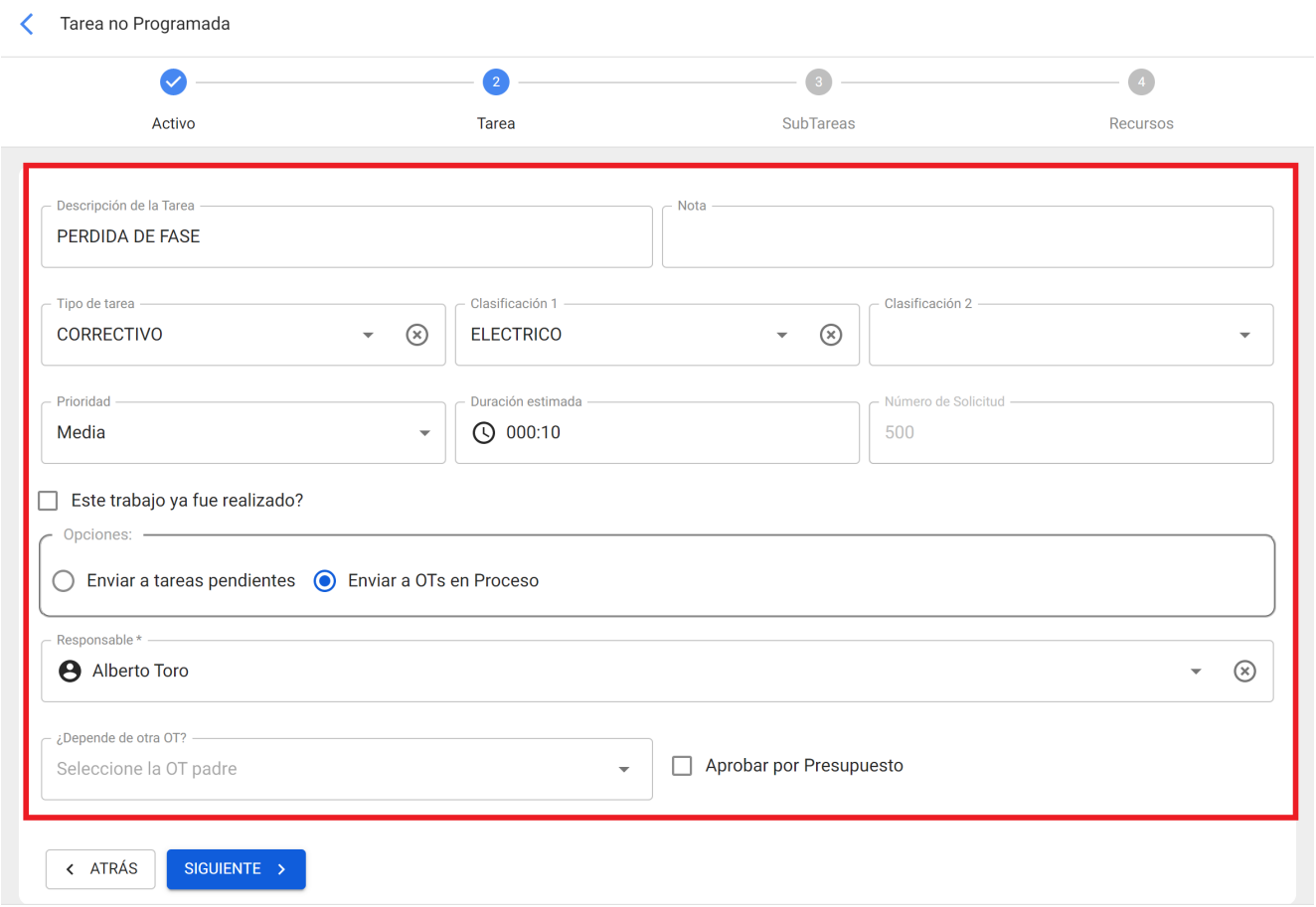
Step 1:



- **Asset failure:** Option where you can indicate if the unplanned task involves the failure of the asset.
- **Type of failure:** Catalog with the types of faults associated with the assets.
- **Cause of failure:** Catalog with the causes that can lead to asset failures.
- **Fault detection method:** Catalog with the detection methods by which a fault can be identified.
- **Severity of the failure:** Listing of fault hierarchy options according to severity.
- **Type of damage caused:** List with default options to identify the type of damage caused by the asset failure.

- **Interruption time to other assets:** Time in which the failure directly affects other assets.
- **Active Out of Service:** State in which the equipment is stopped due to a functional failure. This field is of utmost importance, since when it is triggered, the date and time since the equipment was stopped must be entered (this time is the one used for one of the availability indicators in the Business Intelligence module).

Step 2:

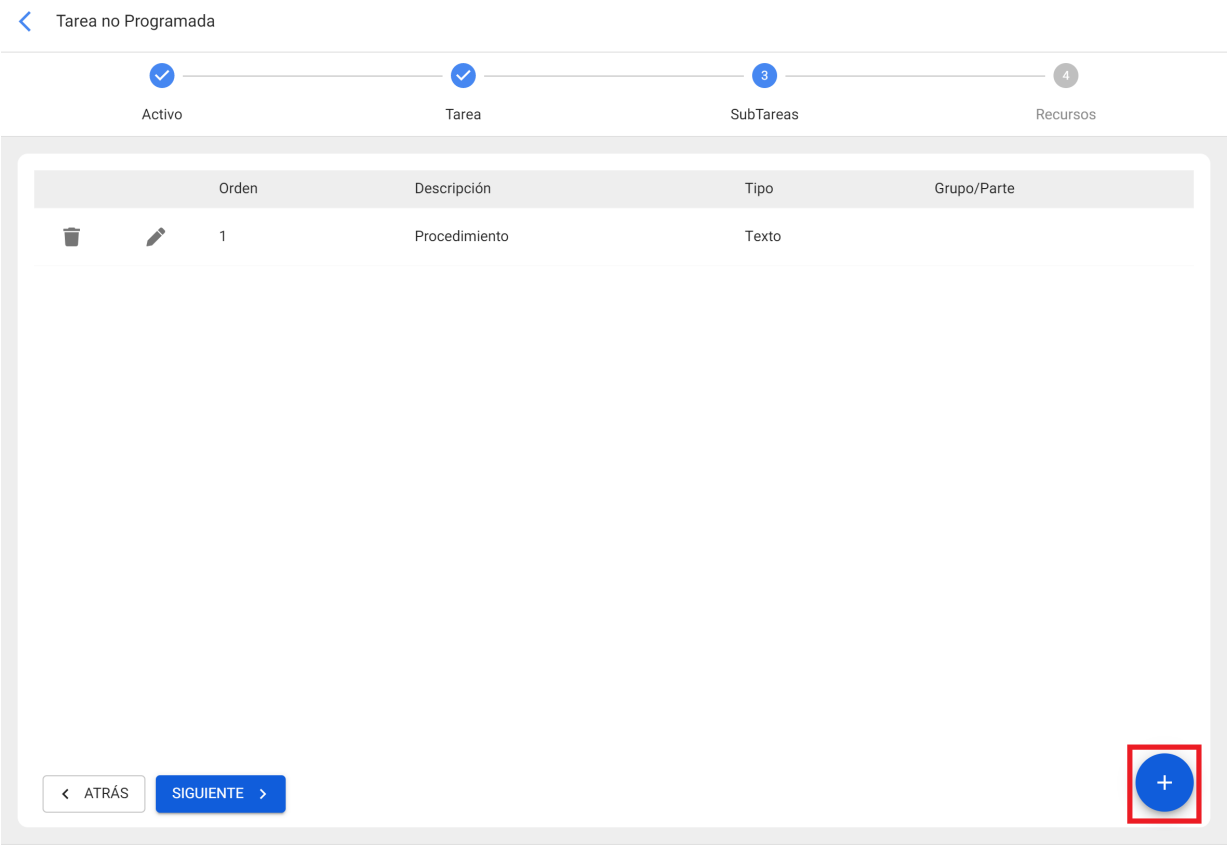


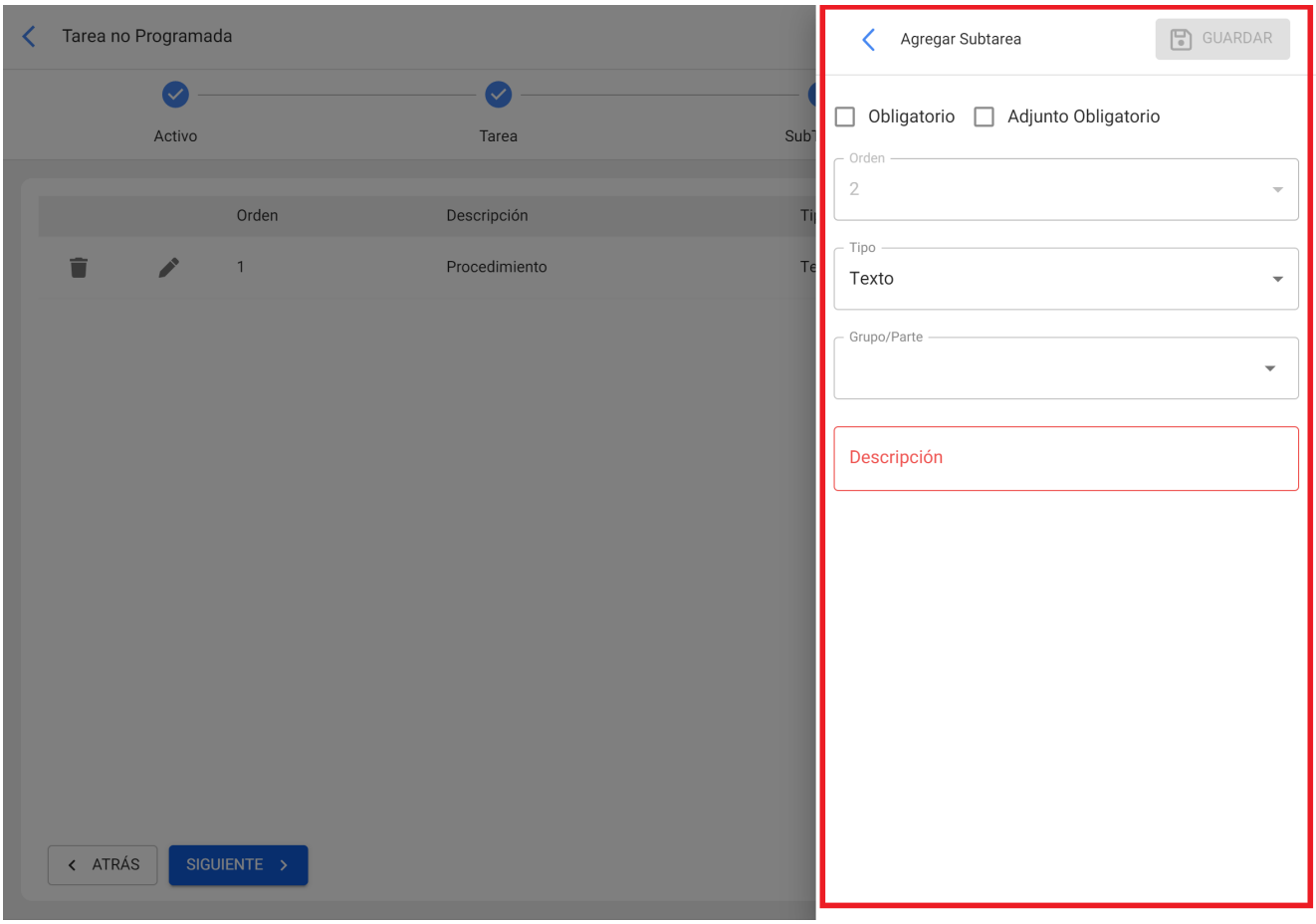
- **Task Description:** Short detail specifying the task in question.
- **Note:** Free field where you can add some details of the task.
- **Task Type:** Catalog with all the work management types registered in the system.
- **Classification 1 and 2:** Corresponds to free fields left by the platform to be completed and give an additional classification to the task.
- **Priority:** List where the task is classified according to its priority.

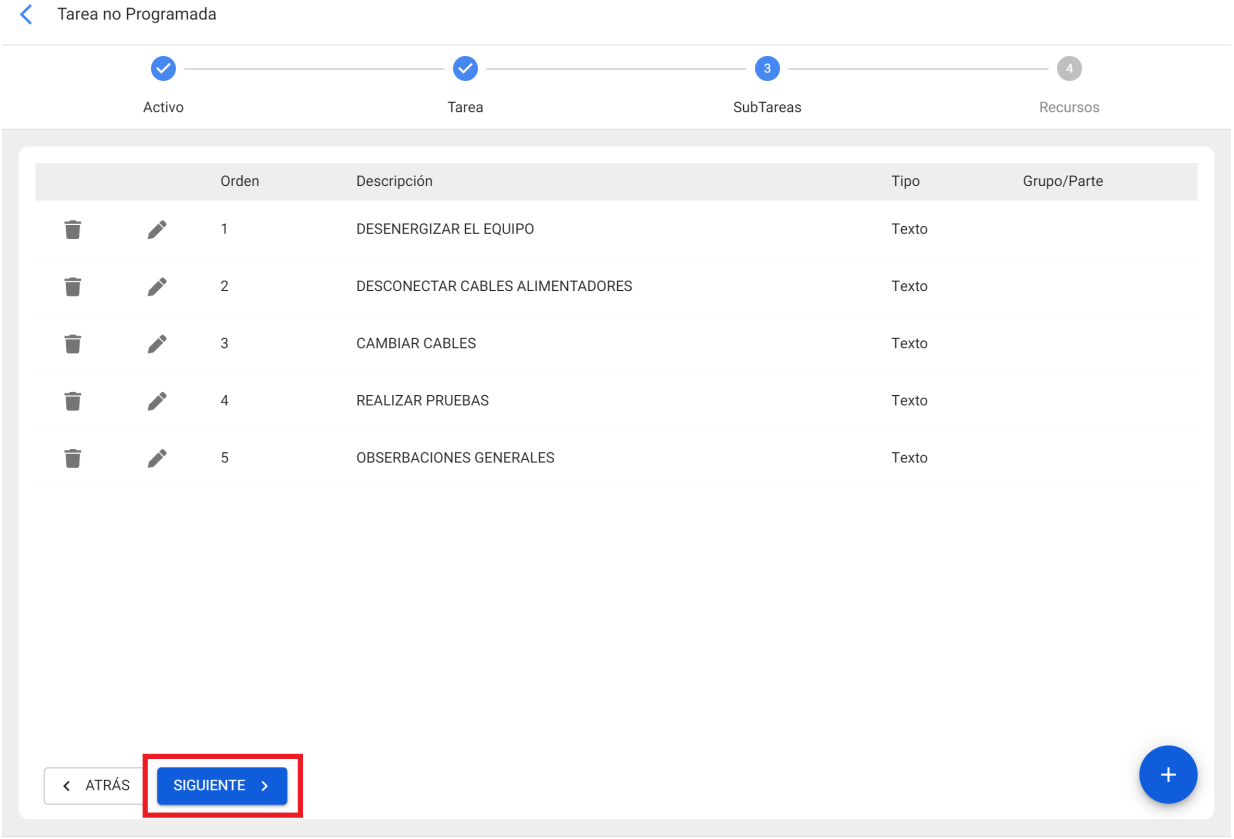
- **Estimated Duration:** Theoretical time duration it would take to perform the task (actual time is recorded directly in the WO).
- **Request Number:** Identification correlative of the request that generates the unplanned task.
- **This job has already been done:** Option that allows to identify in the system if the task has already been executed or not.
- **Options:** Options available to manage the unplanned task through a WO (add the person responsible for the WO) or Task pending (add the date on which the task will be scheduled).

Step 3:

In this step the associated subtasks must be added by clicking on the add symbol at the bottom right of the platform and then add the subtasks as appropriate.




Tarea no Programada
Activo
Tarea
Orden
Descripción
1
Procedimiento
ATRÁS
SIGUIENTE
Agregar Subtarea
GUARDAR
Obligatorio
Adjunto Obligatorio
Orden
2
Tipo
Texto
Grupo/Parte
Descripción


Tarea no Programada
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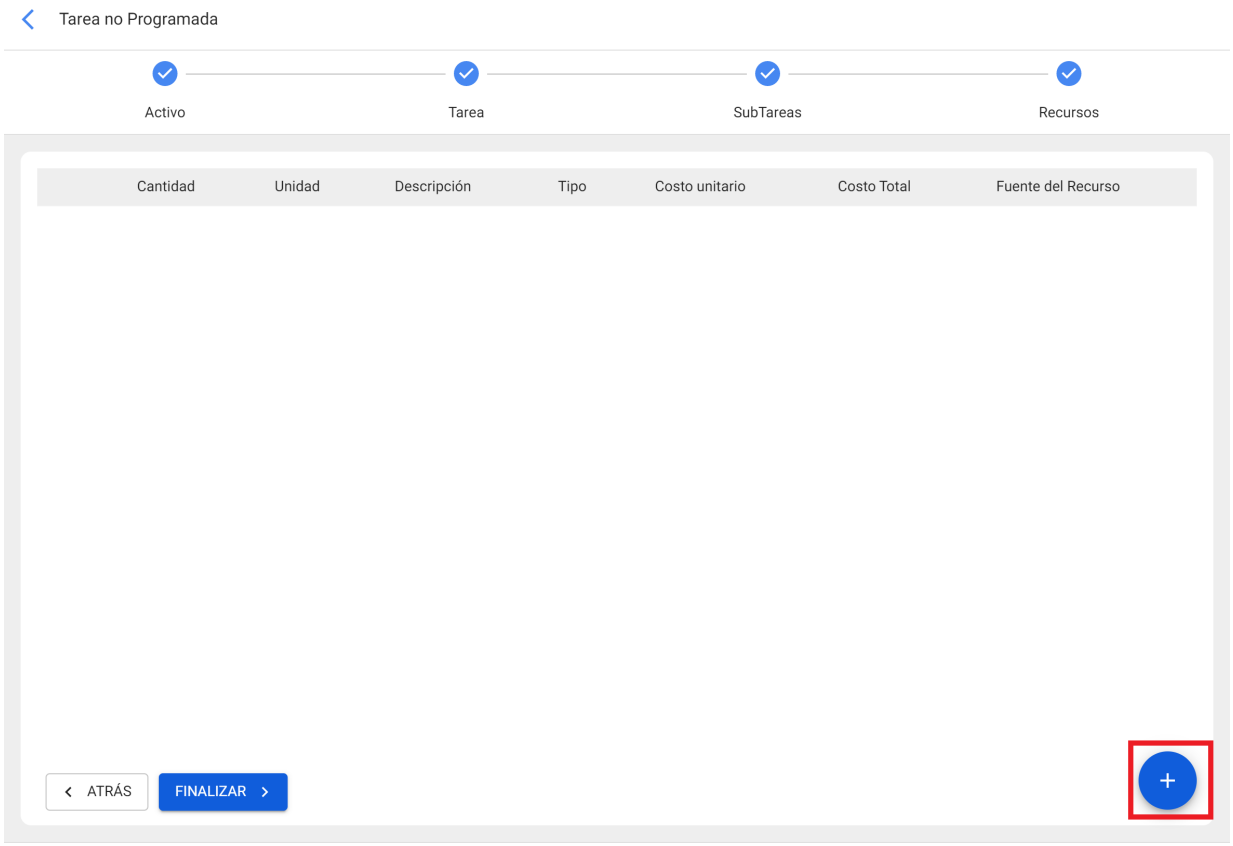
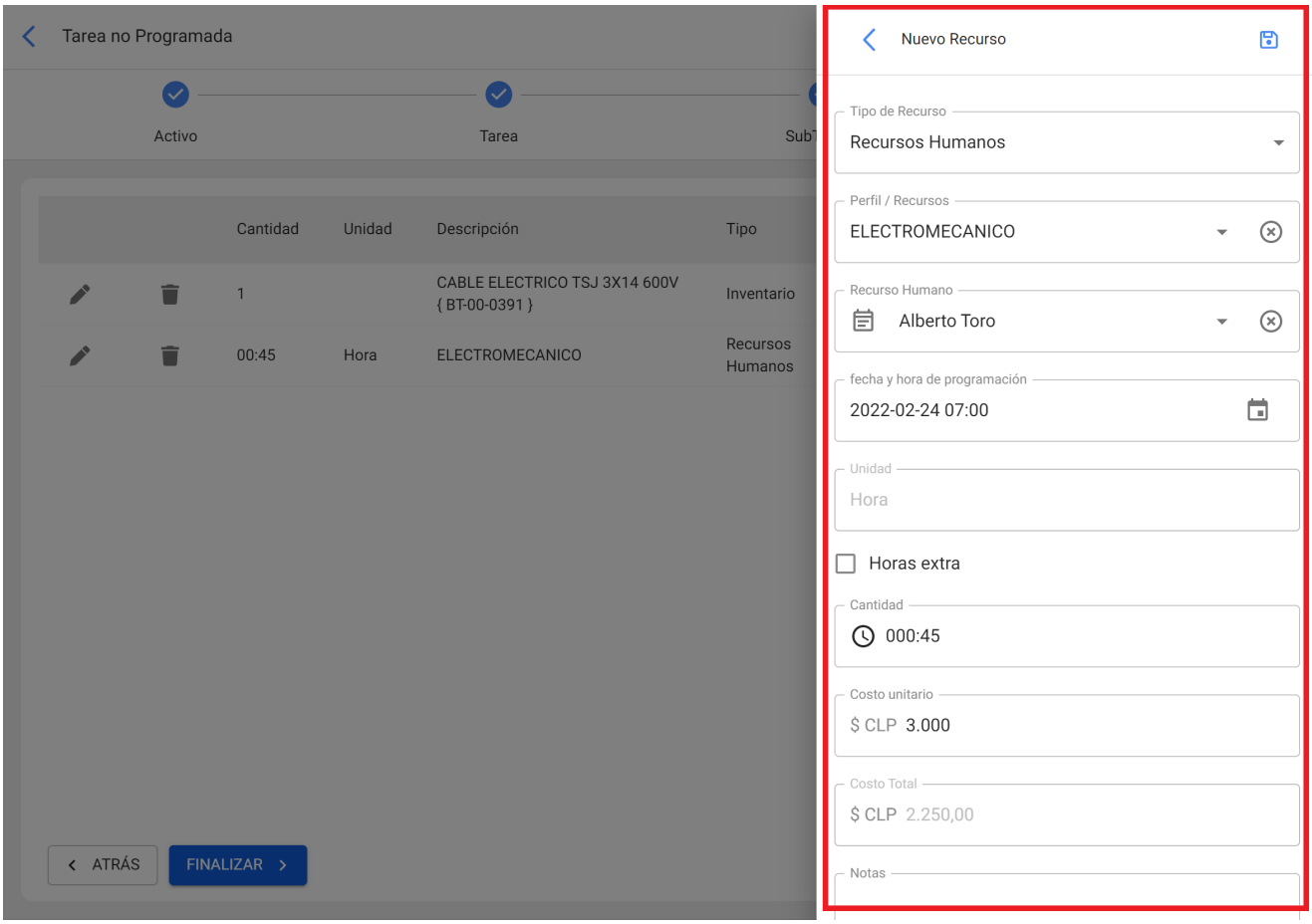
Tarea
3
SubTareas
4
Recursos
Orden
Descripción
Tipo
Grupo/Parte
1
DESENERGIZAR EL EQUIPO
Texto
2
DESCONECTAR CABLES ALIMENTADORES
Texto
3
CAMBIAR CABLES
Texto
4
REALIZAR PRUEBAS
Texto
5
OBSERBACIONES GENERALES
Texto
ATRÁS
SIGUIENTE

Step 4:

In this last step you can add the resources associated to the unplanned task, where you can add: Inventories, Human Resources, Services, Inventories (Unlisted), Services (Unlisted).




Tarea no Programada
Activo
Tarea
Cantidad
Unidad
Descripción
Tipo
1
CABLE ELECTRICO TSJ 3X14 600V { BT-00-0391 }
Inventario
00:45
Hora
ELECTROMECANICO
Recursos Humanos
ATRÁS
FINALIZAR
Nuevo Recurso
Tipo de Recurso
Recursos Humanos
Perfil / Recursos
ELECTROMECANICO
Recurso Humano
Alberto Toro
fecha y hora de programación
2022-02-24 07:00
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Horas extra
Cantidad
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Costo unitario
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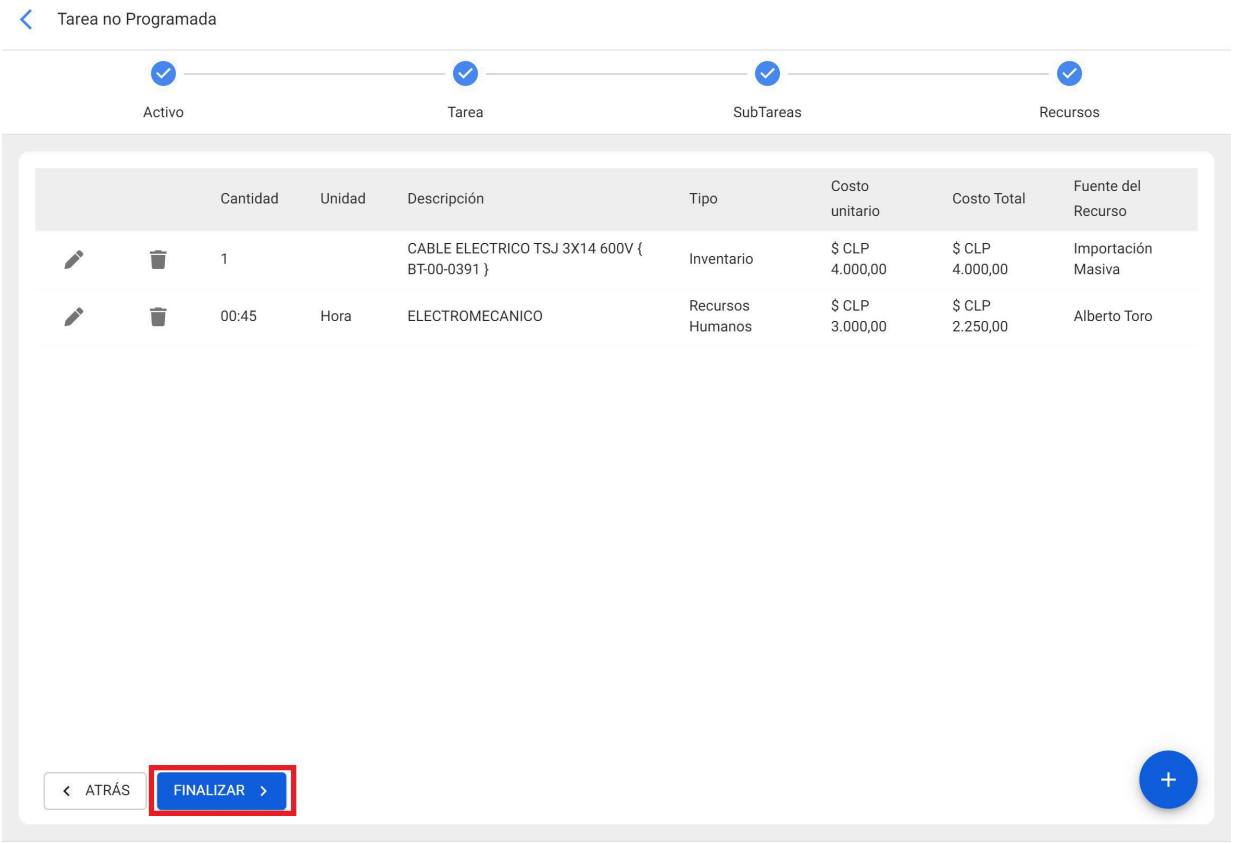
Costo Total
$ CLP 2.250,00
Notas


Tarea no Programada
Activo
Tarea
SubTareas
Recursos
Cantidad
Unidad
Descripción
Tipo
Costo unitario
Costo Total
Fuente del Recurso
1
CABLE ELECTRICO TSJ 3X14 600V { BT-00-0391 }
Inventario
$ CLP 4.000,00
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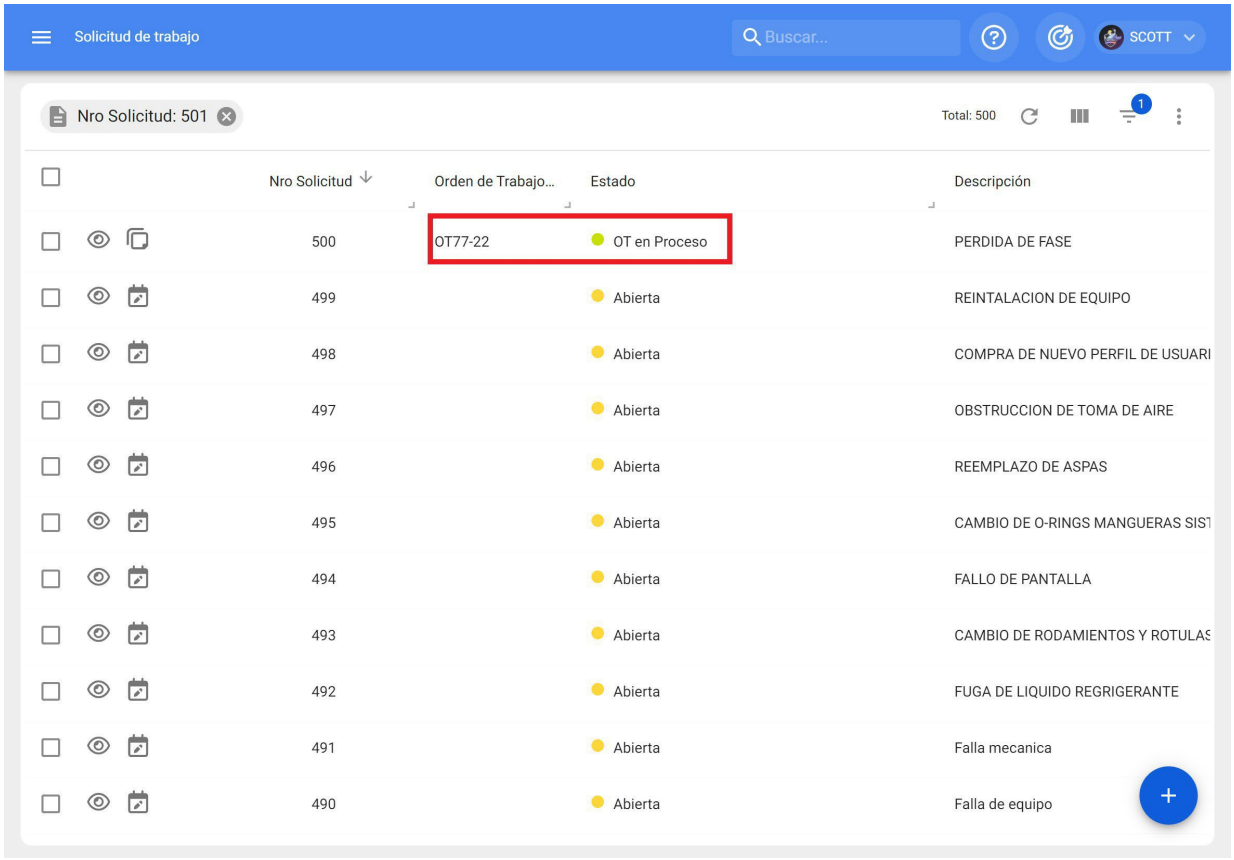
Importación Masiva
00:45
Hora
ELECTROMECANICO
Recursos Humanos
$ CLP 3.000,00
$ CLP 2.250,00
Alberto Toro
ATRÁS
FINALIZAR

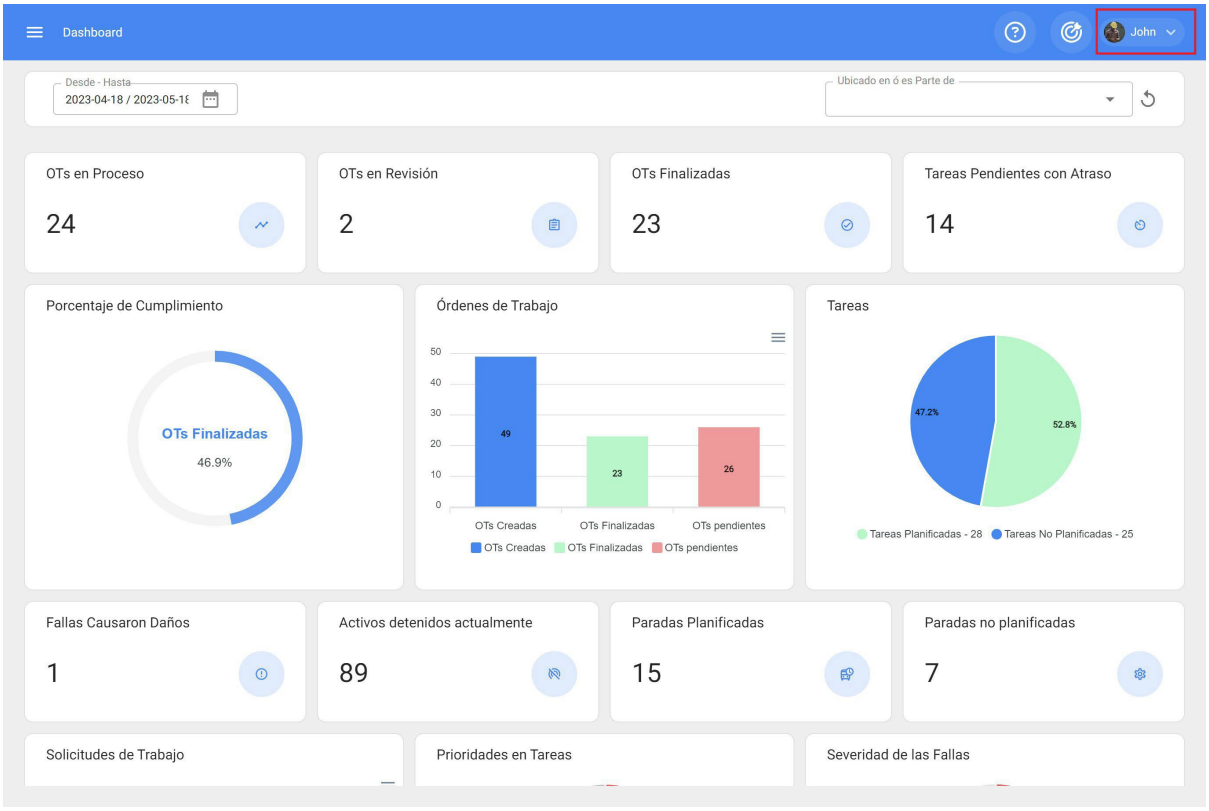
Then, at the end of the unplanned task management, you can see the change of status of the request and the correlative of the generated WO (in case this option was chosen to manage the task).

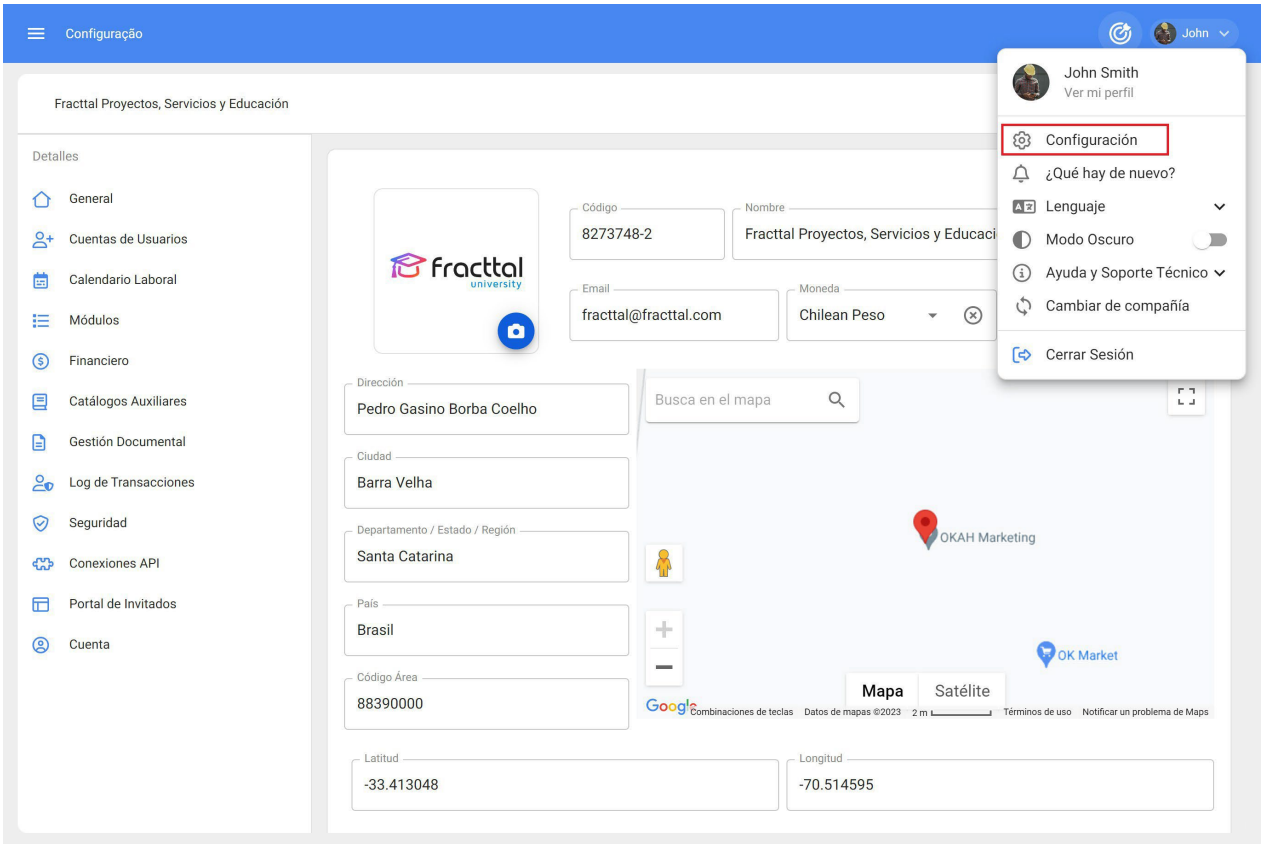


Module content

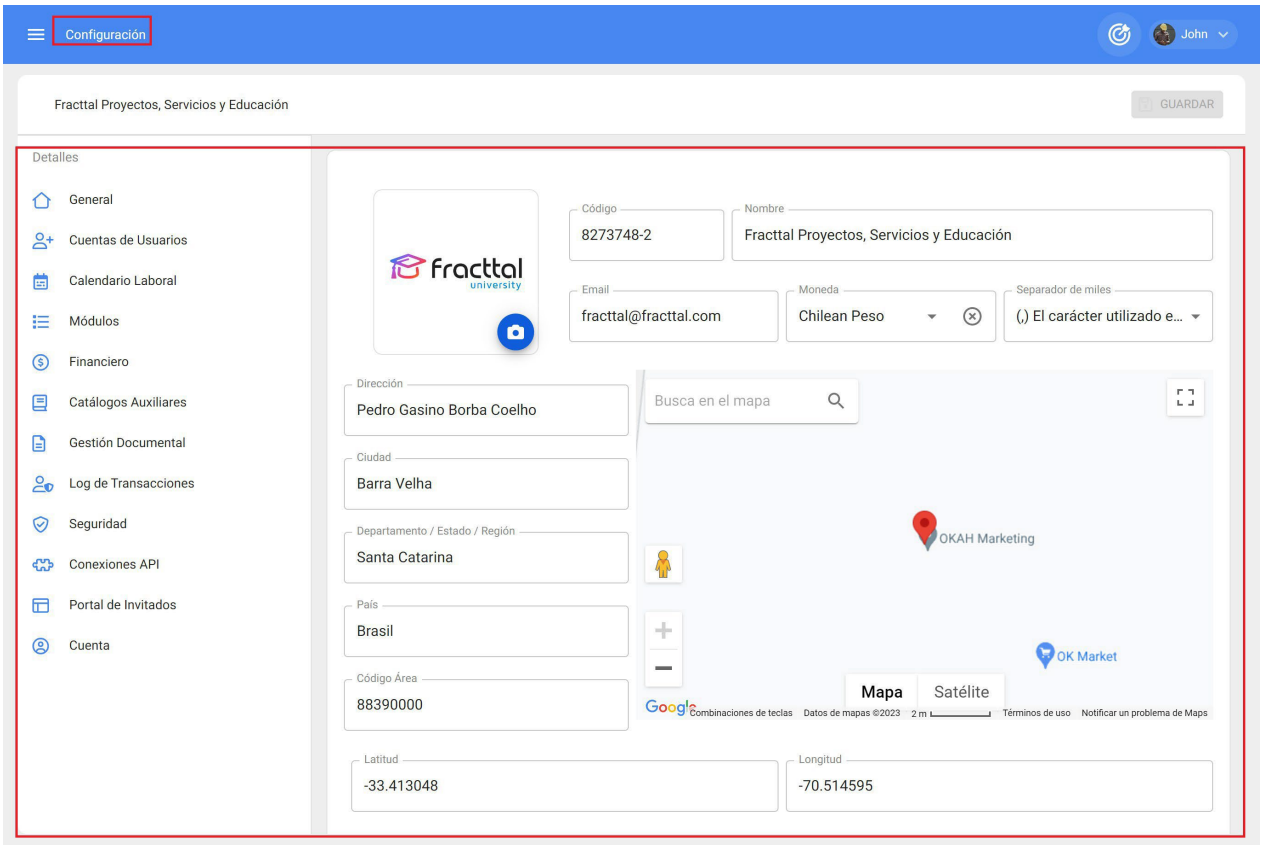
help.fracttal.com/en/articles/6010704-how-to-access-the-module-configuration-and-module-content **module**

To access the module, go to the options menu located on the top right bar of the platform and display the options available in this menu, then click on the "Configuration" option.

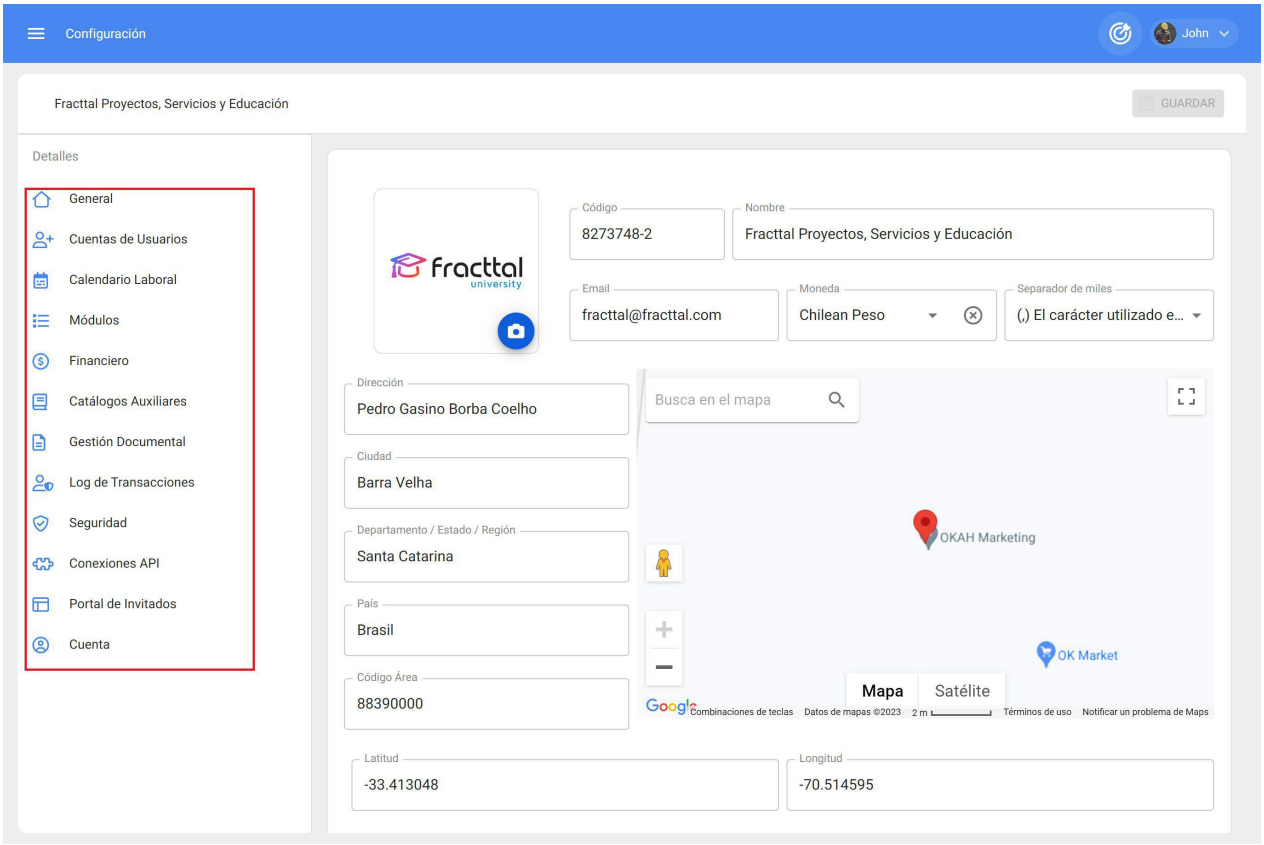




Finally, by clicking on it, you will have access to the platform settings window:



Once you have entered the configuration module, a series of sub-modules will be displayed that will allow you to establish all the necessary settings in the platform, in order to use the tool correctly according to the conditions of each management.



The submodules to be found in settings are as follows:

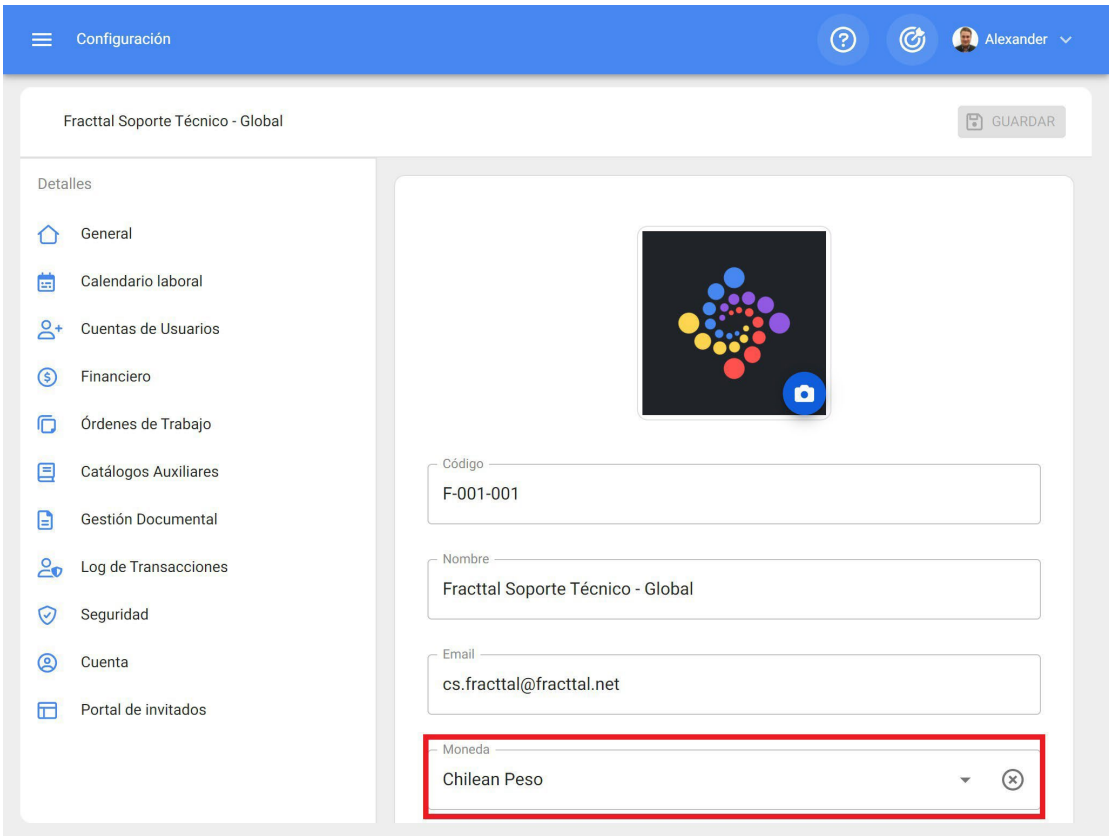
- **General**
- **User Accounts Work**
- **Calendar Modules**
- **Financial**
- **Auxiliary Catalogs**
- **Document**
- **Management**
- **Transaction Log**
- **Security API**

  Connections
- **Guest Portal** *(add-on)*
- **Account**

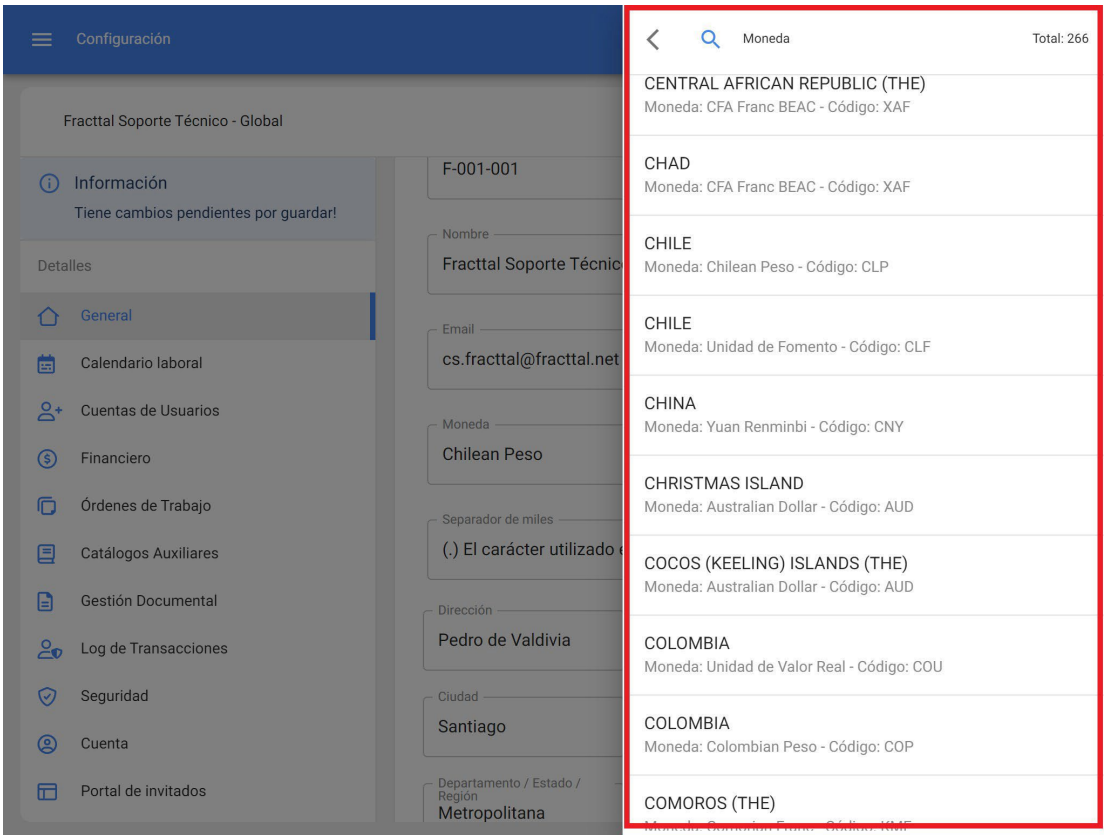
How to select a currency | Fracttal One

help.fracttal.com/en/articles/6014267-how-to-select-a-currency

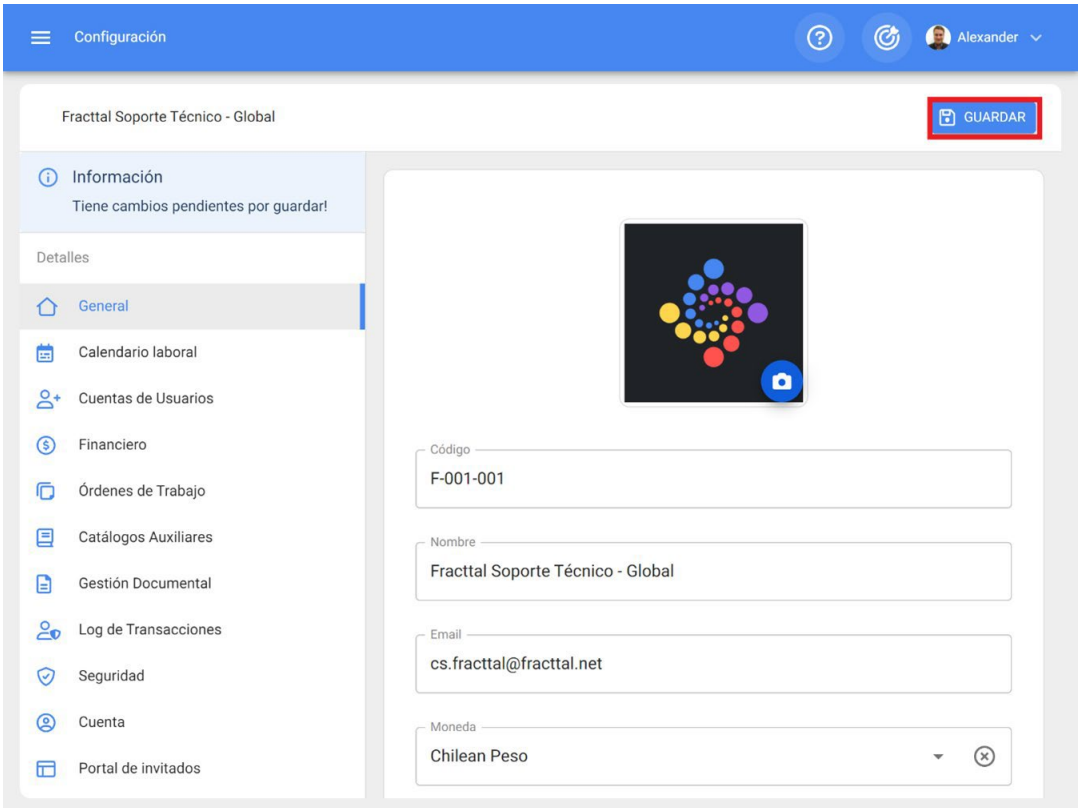
To select the main currency in which the transactions will be made in the base, just click on currency.



Then, the system will open a new window where the catalog of currencies registered in the platform will be displayed.



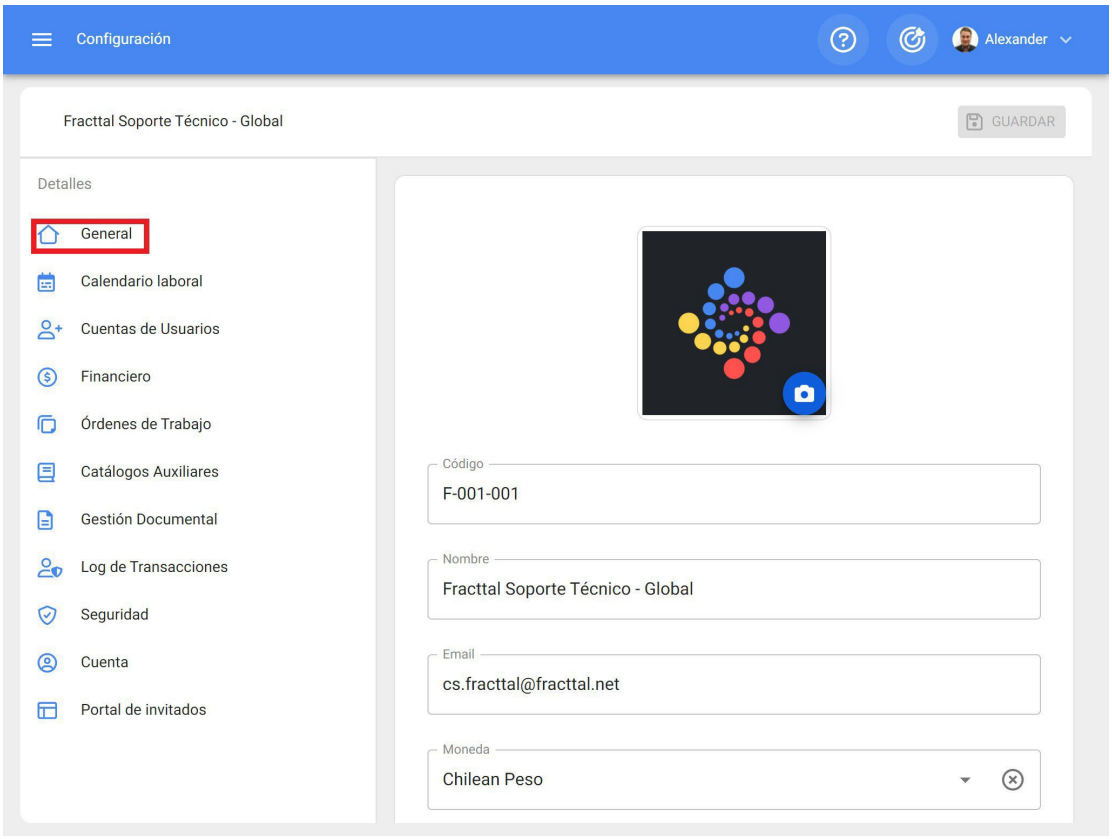
Finally, just select the currency you want to choose and then click on save.



Note: The currency catalog must be added directly from the Financial Sub-Module.

General Module : Fracttal One

help.fracttal.com/en/articles/6014245-modulo-general



In this sub-module you will be able to register the main data of your own company, such as:

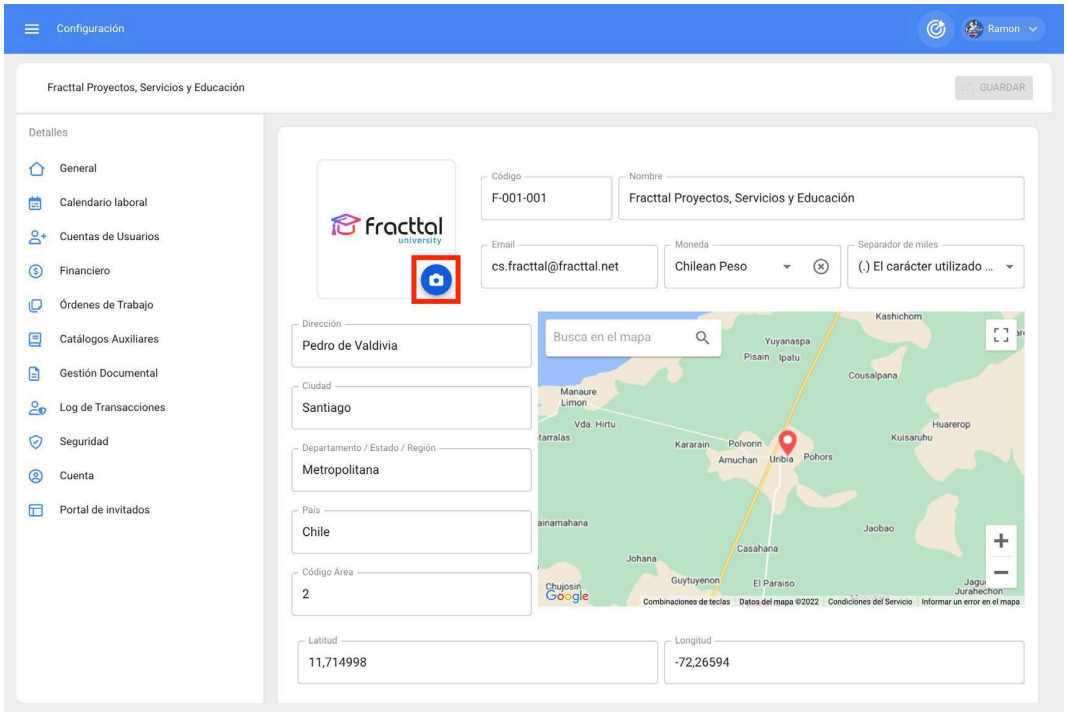
- **Code:** Fiscal identifier of your company.
- **Name:** The name of your company.
- **Email:** Your company's main email address.
- **Currency:** Main currency in which your company carries out its transactions.
- **Address, City, Department / State / Region, Country, Area Code:** Your company's main address data.
- **Latitude, Longitude:** Geolocation of your company (you can also use Google Maps to find the geolocation of your company).

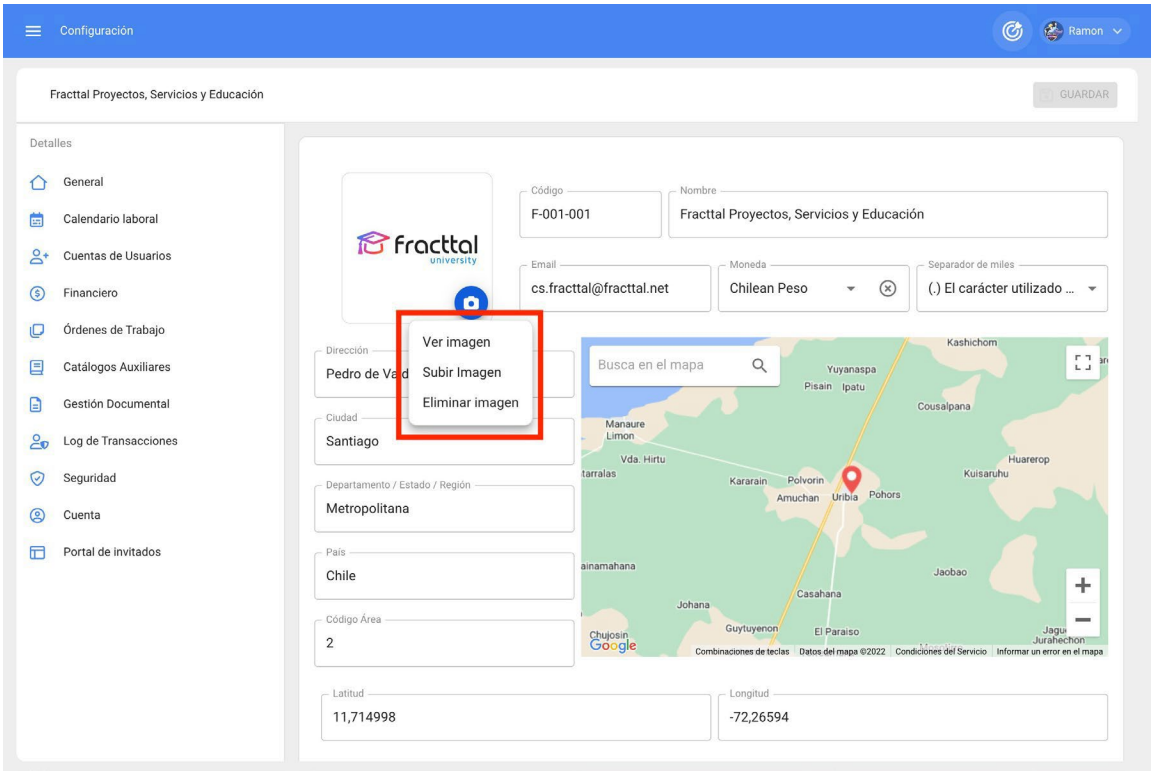
- **Primary Phone, Secondary Phone, SMS Phone:** Phones associated to your company.
- **Language:** Main and default language of your base. You must choose among the three available options (English (USA), Spanish, Portuguese (Brazil), etc.) It is important to define the language, since the notifications sent by the platform and their language may vary depending on this.
- **Stock Values:** The way in which the total costs of the items in your warehouses are weighted and calculated.
- **Web page:** Your company's website.
- **Logo:** Logo or image that represents your company, this image will be reflected in all printed documents in the system (such as work orders, asset cards, purshase orders, etc).

How to add or edit a logo?

help.fracttal.com/en/articles/6014257-as-add-or-edit-a-logo

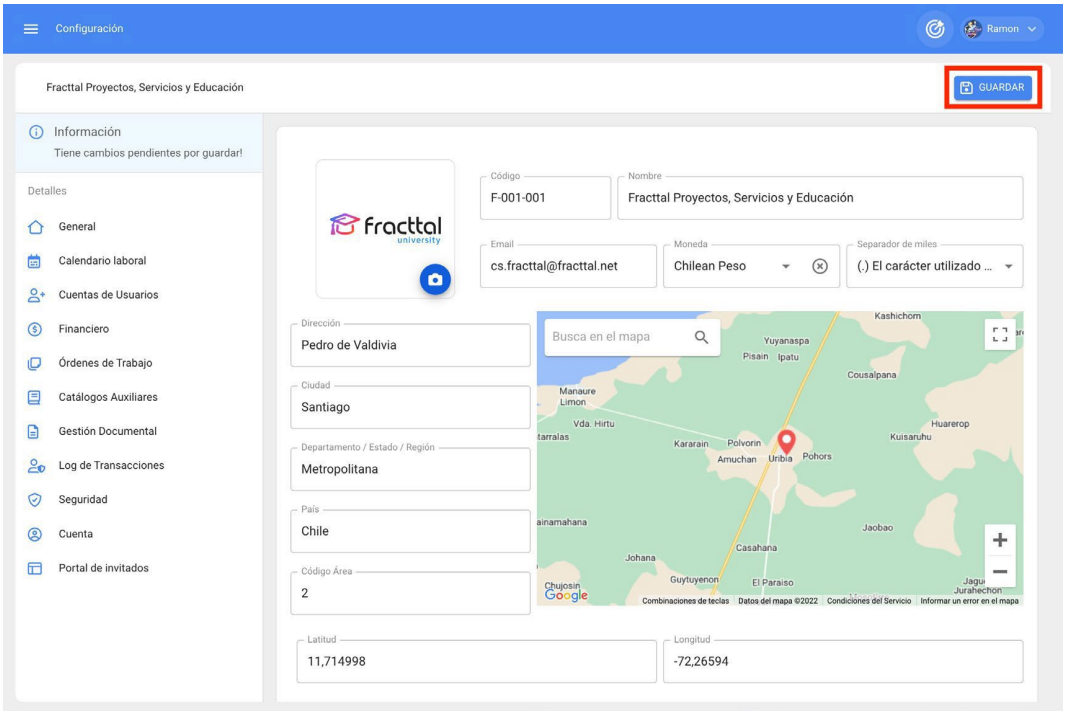
To view, add or remove the company logo, just click on the add symbol located in the space designated for the image (upper left side of the window).





After clicking on the desired option, a window will open where you can edit the image to be used (here you can simply drag the image or click to browse through the folders on your computer).

Once the image has been uploaded, the process must be completed by clicking on the save button.

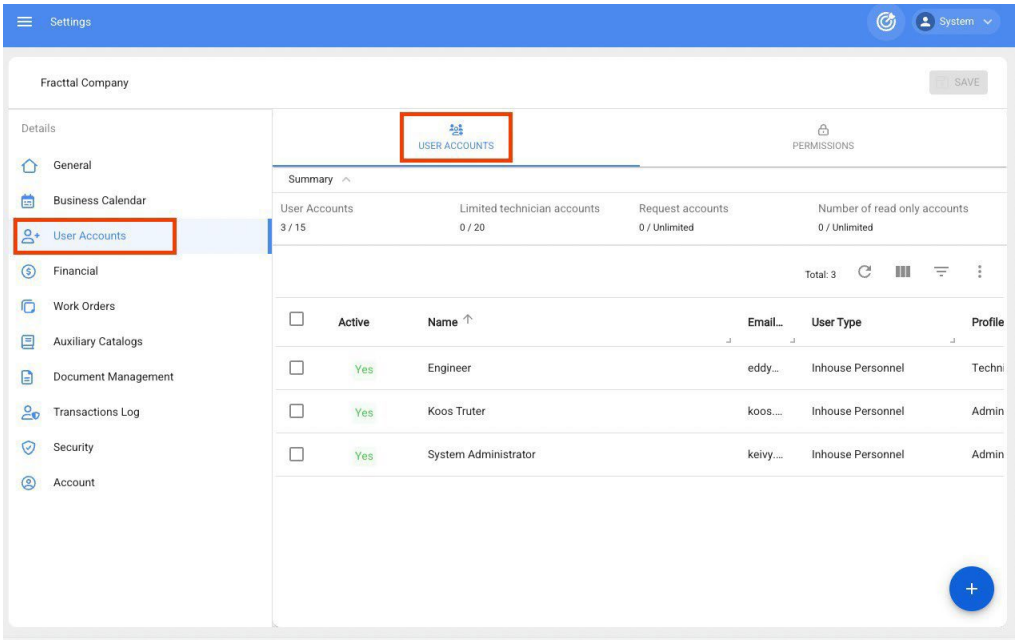


How to unlock a Fracttal user account?

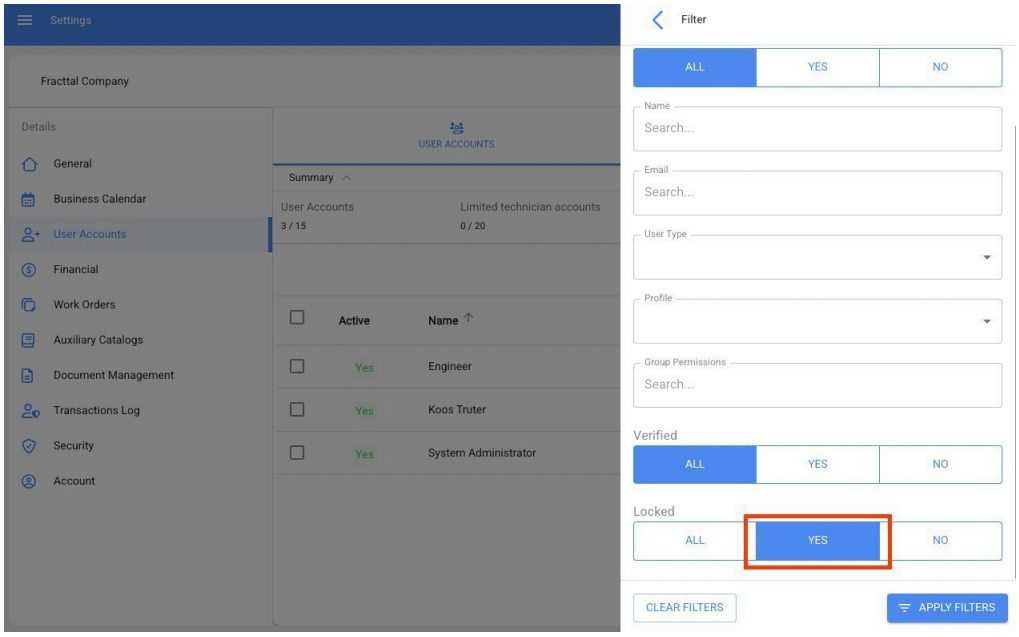
help.fracttal.com/en/articles/6467623-how-to-unlock-a-user-account-in-fracttal

To unlock a user account in Fracttal, you must make sure that you have an administrator account, so you will be able to unlock the access accounts that have been blocked by multiple failed password attempts.

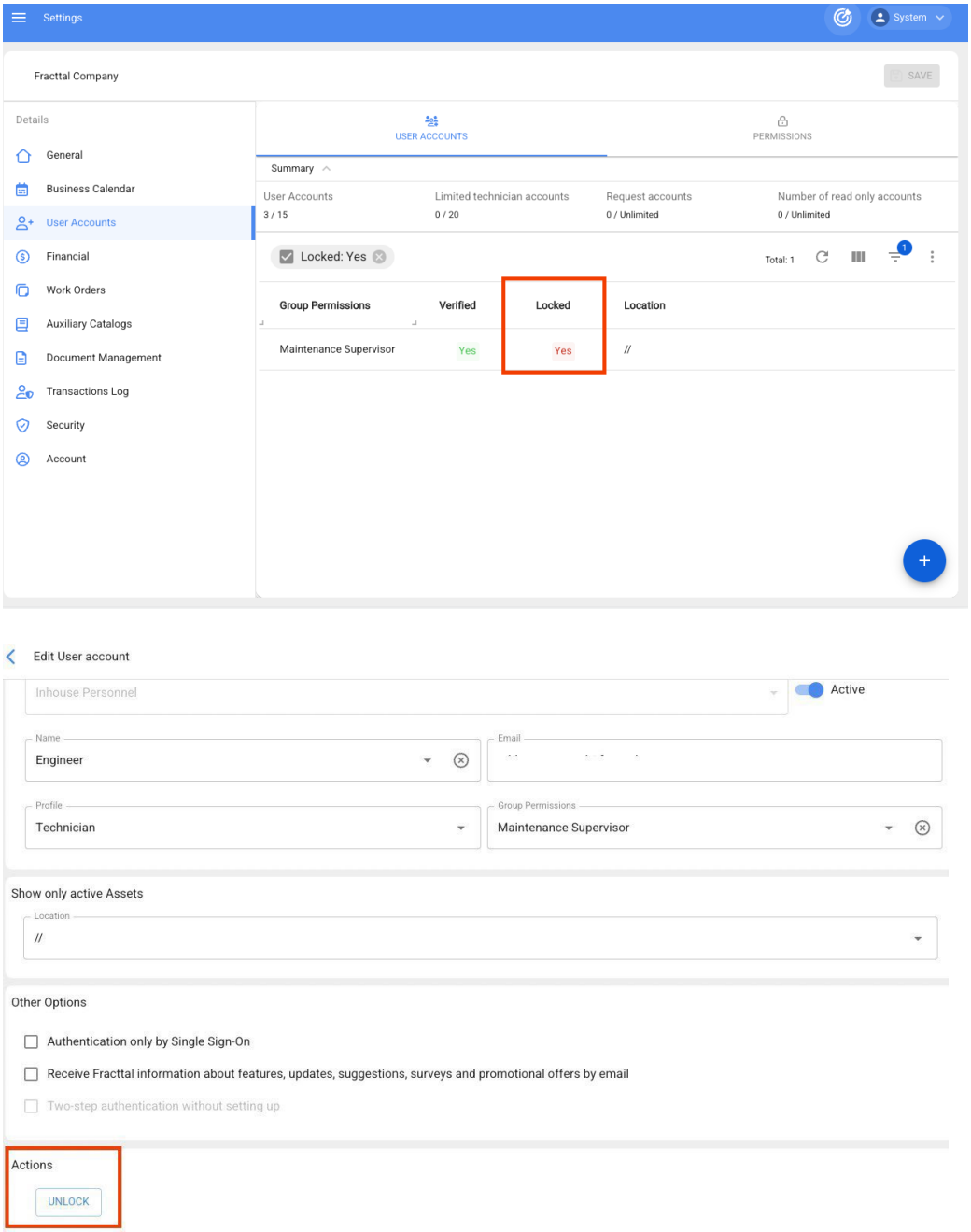
1. Go to the Configuration module > User accounts:



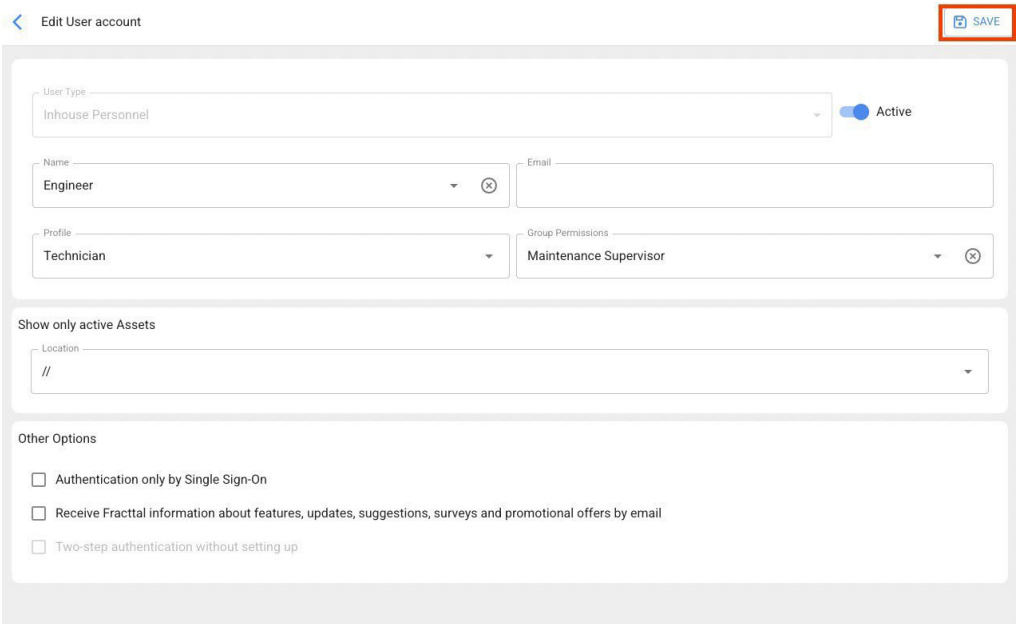
2. Then, apply a search filter to quickly find accounts that are blocked:



3. Then, once the blocked account has been identified, the user must enter the account in order to view the "Actions" section where the "Unblock" option is displayed.



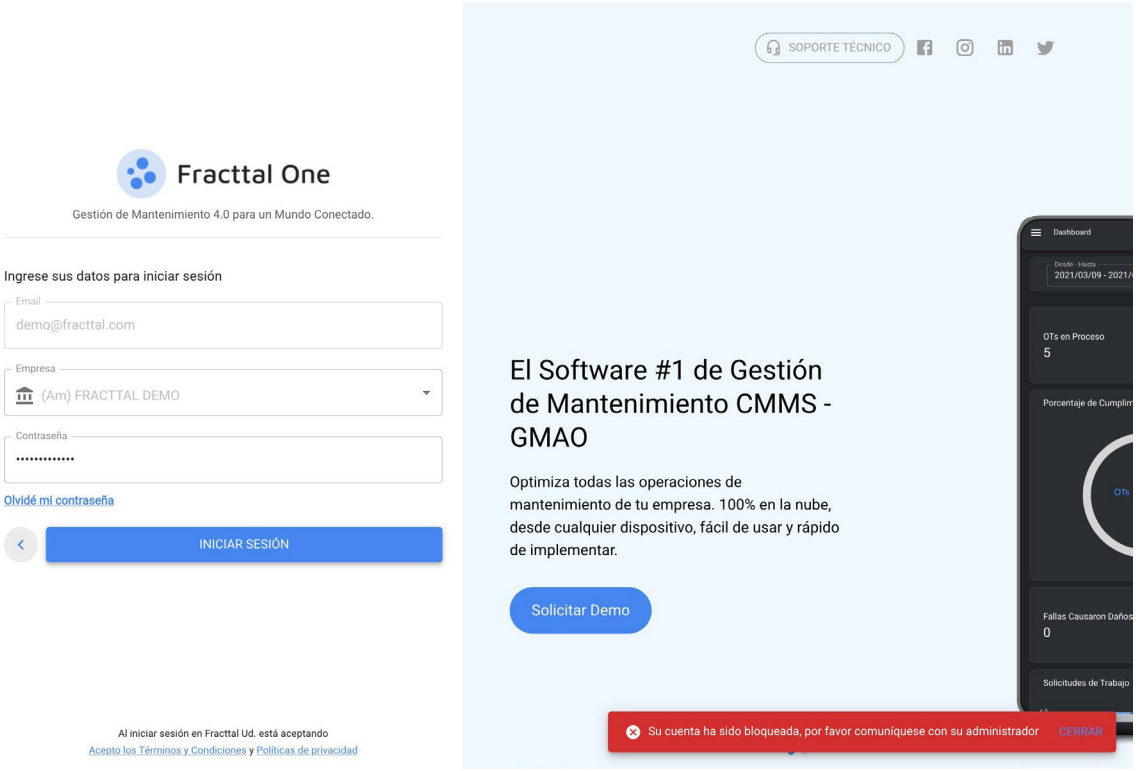
4. Finally, once you click on "Unblock" you must save the changes made so that the account can have access to the base again.



What to do if my account has been blocked?

help.fracttal.com/articles/6420818-what-to-do-if-my-account-has-been-blocked

If your company has the password security option configured, it is possible that your login account can be blocked after several unsuccessful attempts to enter your password by mistake.



In these cases, you must contact the account administrator directly.

Fracttal of your company, since he is the only person who has the permits.

inside the base to unlock your account and give you access.

Note: Due to the security of our customers' information, Fracttal's support team () does not have the permissions to enable, unlock or create user accounts in our customers' databases, so it will not be possible to help you directly from our support channels.

You may also be interested in:

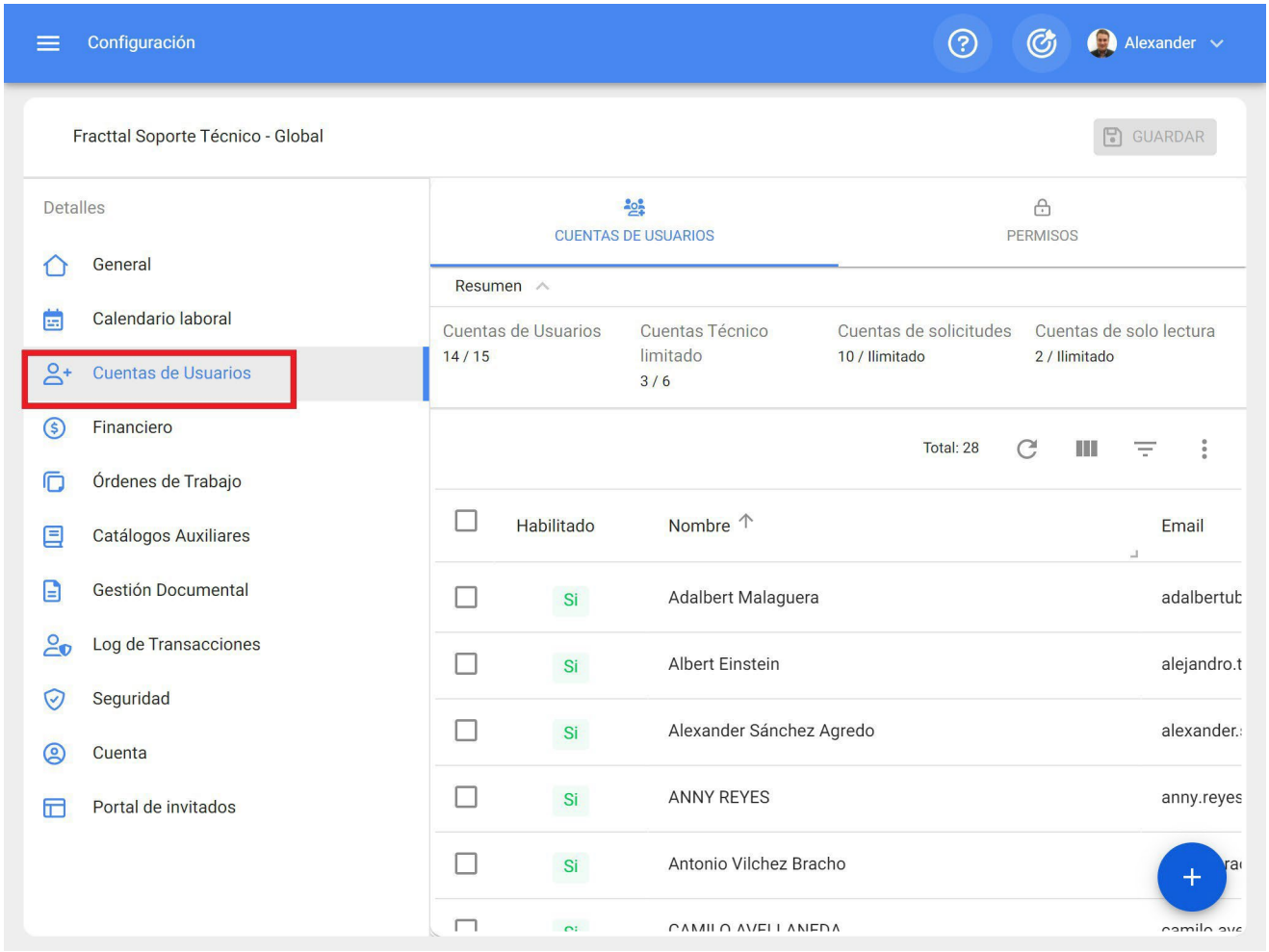
How to unlock a Fracttal user if I am an Admin of the account?

Has your question been answered?

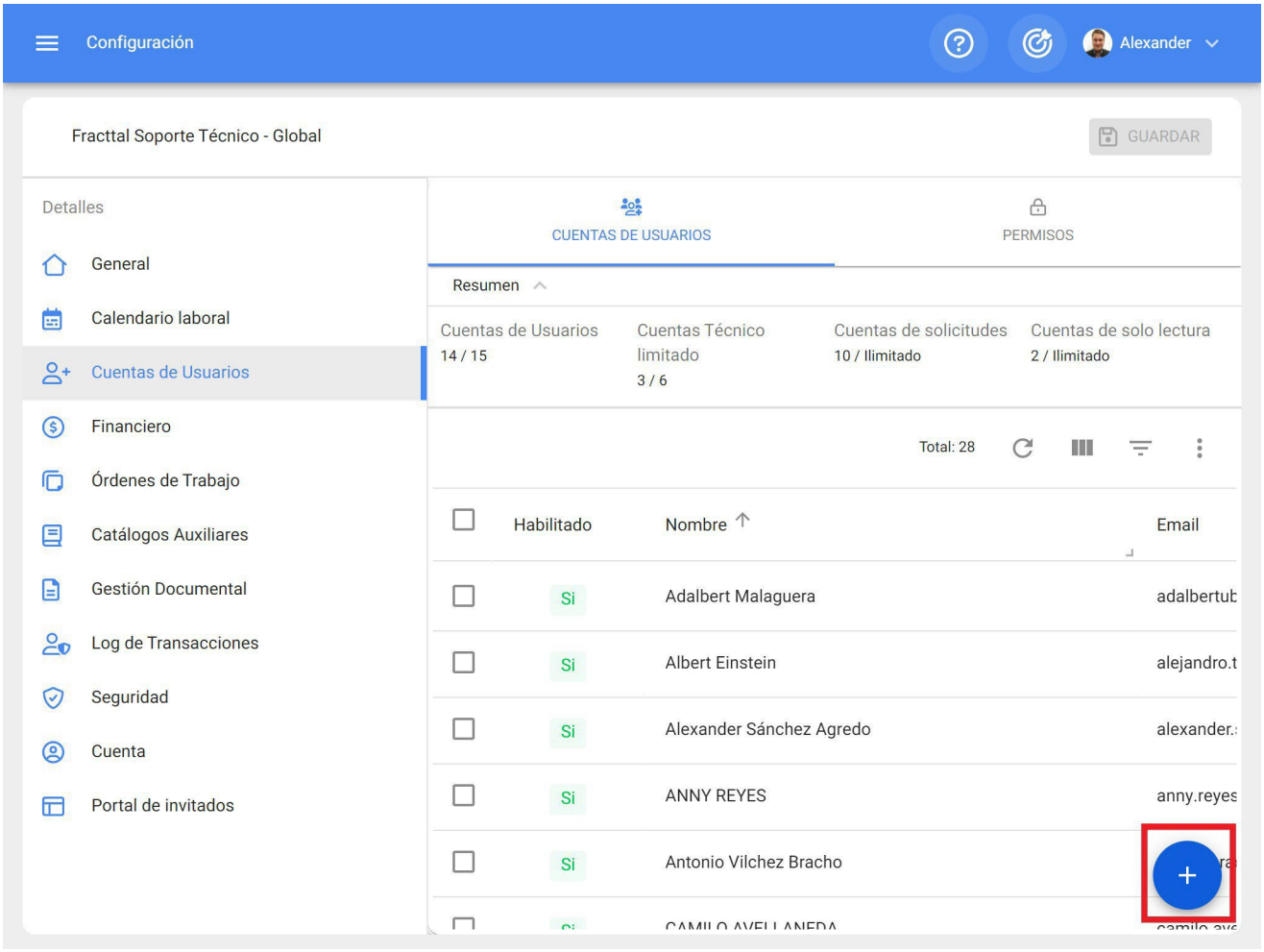
How to add a user account?

help.fracttal.com/en/articles/6014311-user-account-and-how-to-add-a-user-account

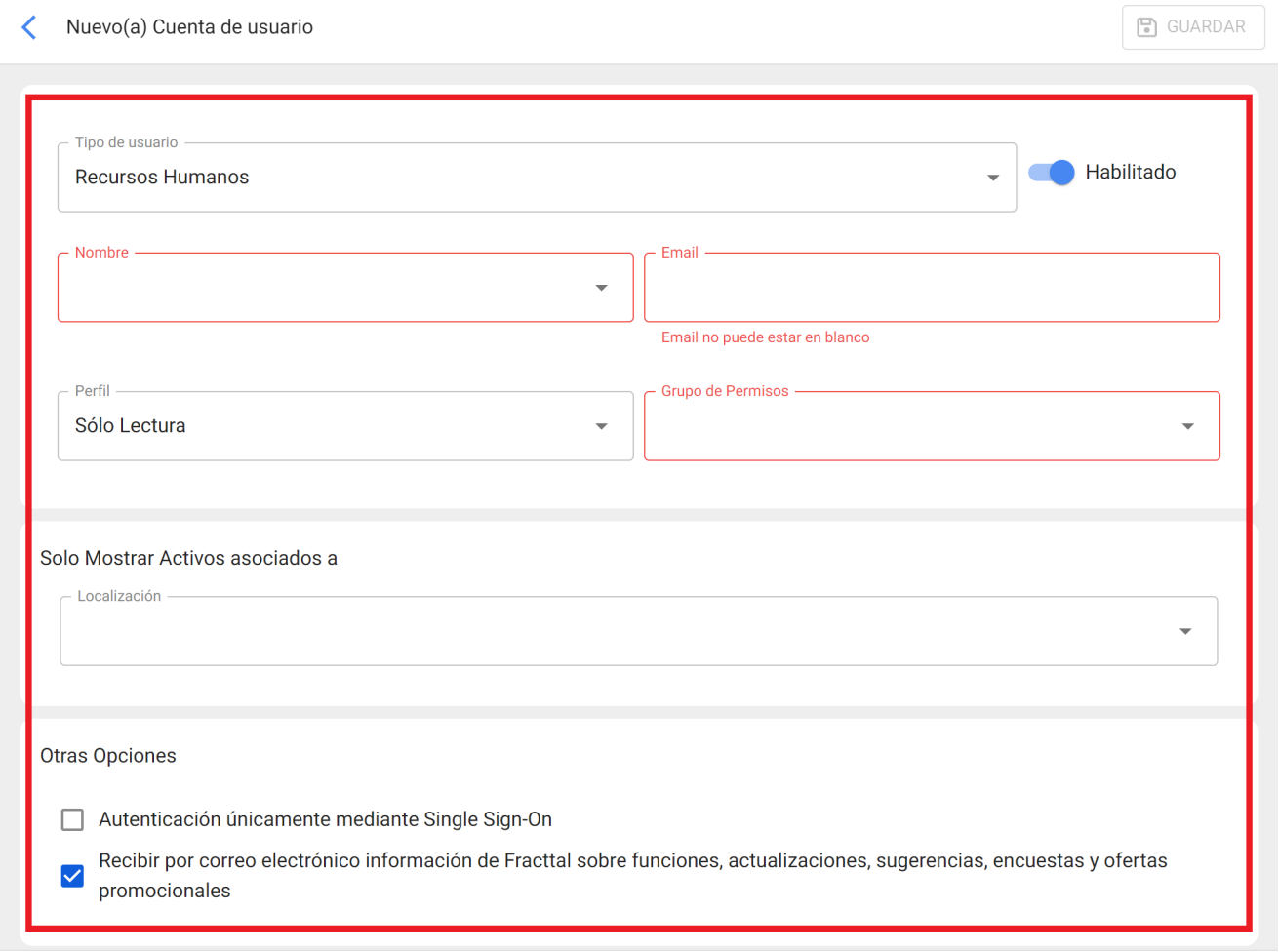
In this sub-module you can configure and establish the access accounts, as well as the permissions and restrictions that each user will have in the platform, according to their functions and location in the system.



To add a new user account, simply click on the add symbol at the bottom right of the platform.



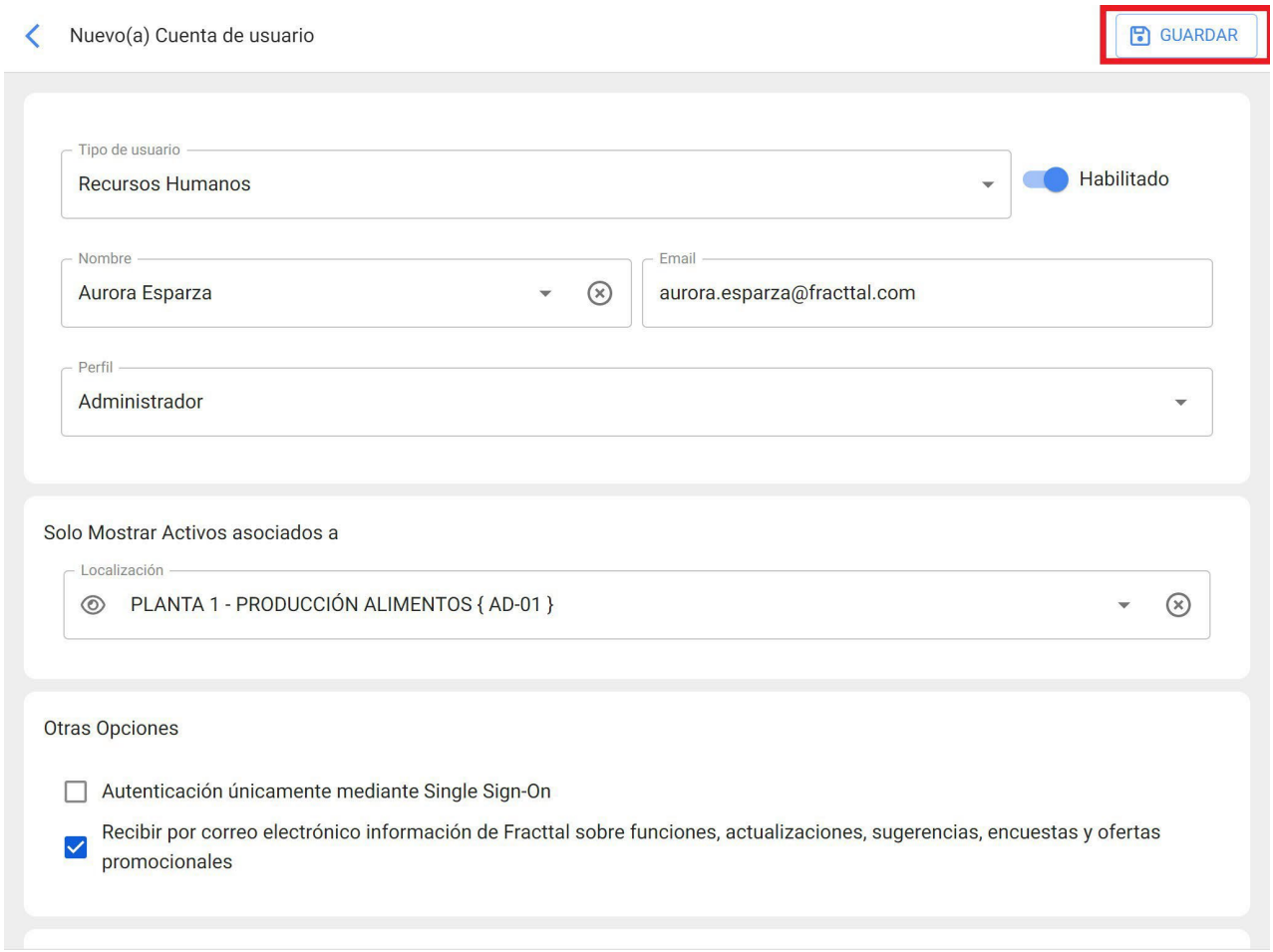
Then a new window will open, where you must fill in the information corresponding to the user account you wish to add to the system.



Where the requested parameters are as follows:

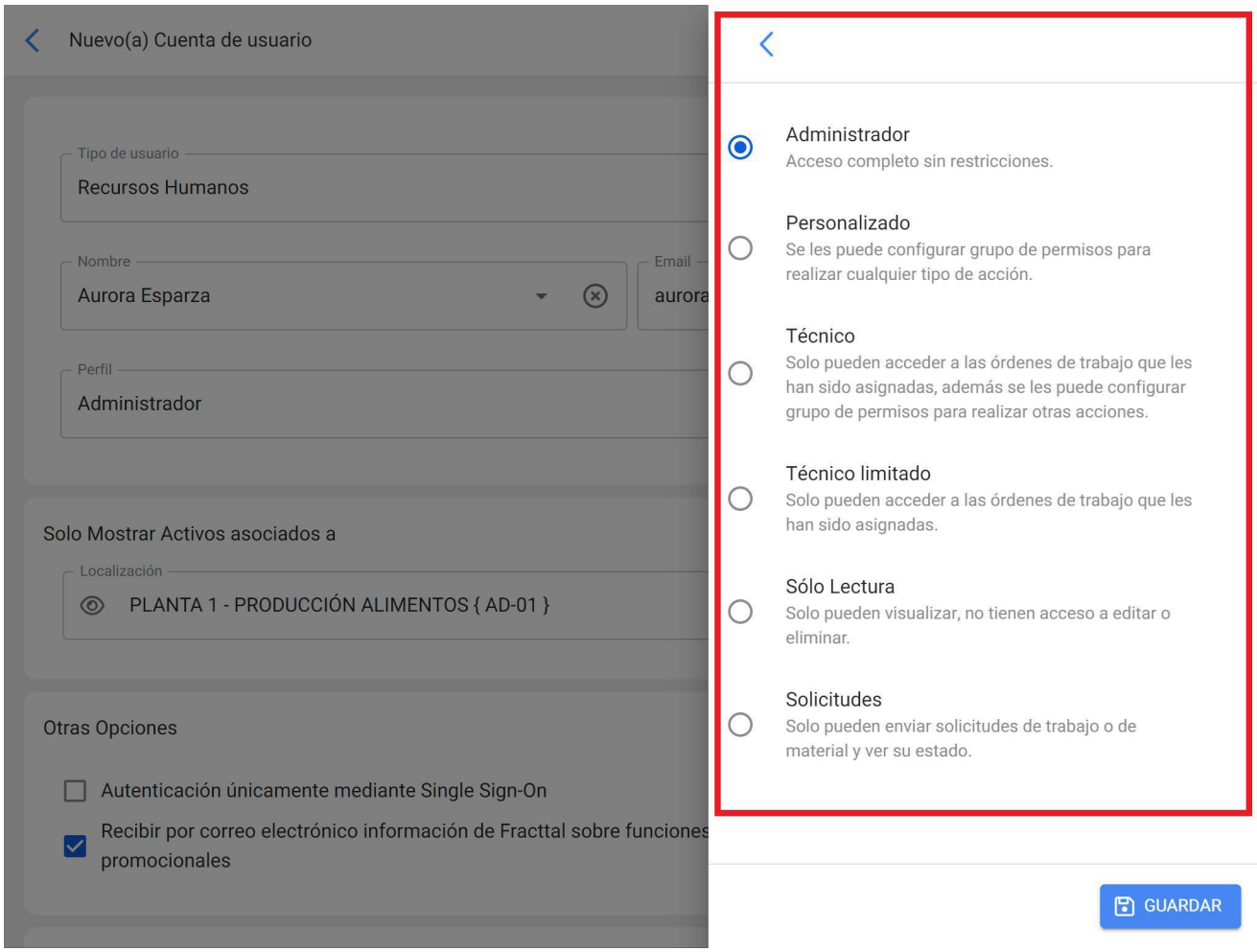
- **Type of user:** Option to identify whether the account to be added corresponds to a company's own inhouse personnel or to an external third party.
- **Name, Email:** Catalog where all inhouse personnel or third parties that have been registered in the platform and can be assigned a user account are displayed.
- **Profile:** Corresponds to the type of profile or role that the user account will have within the platform.
- **Permission group:** Catalog of the various permission groups that can be assigned to user profiles as appropriate.
- **Only show assets associated to:** Option that allows you to locate the user account, taking into consideration the hierarchy and restrictions that this represents for the display of assets within the platform.
- **Other options:** Additional functions for user account settings.

Finally, after completing the requested fields, click on the save button at the top right of the window to register the user account on the platform.



Types of user profiles

help.fracttal.com/en/articles/6014320-types-of-user-profiles



In Fracttal there are 6 types of user profiles that are distinguished by the different actions they can perform within the platform. Below is a description of these 6 types of profiles:

- **Administrator Profile:** This type of profile, as its name indicates, does not require a group of permissions, since being an administrator will not have any type of restriction.
- **Technical Profile:** This type of profile requires a group of permissions and its main characteristic is that people with this type of profile can only view the work orders for which they are responsible, thus excluding the viewing of other work orders belonging to other users.

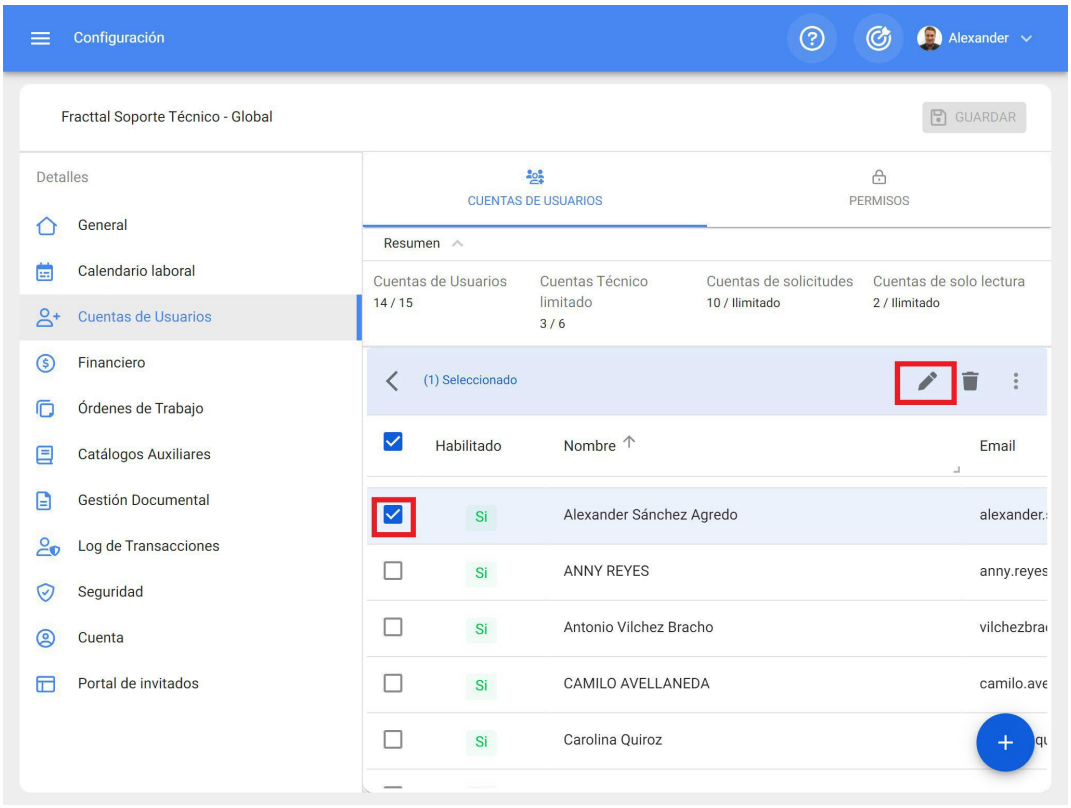
- **Limited Technical Profile**: This type of profile is designed for those companies that have a large number of technicians that only need to complete their own TOs. For this reason, this profile only has the option to complete WOs and raise work requests. In addition, it does not require permission groups because it has them by default.
- **Custom Profile:** This type of profile depends on the permission groups assigned to it, but has the advantage of being able to view both the work orders assigned to it as responsible, as well as those of the other users on the platform.
- **Read-only profile:** Corresponds to accounts that are only allowed to view the platform modules without being able to perform any type of editing, but may also have the ability to generate work requests. This type of account is designed for those people who will not interact with the platform in an editing way, but need to monitor the information contained in it. For example: managers, some types of supervisors, clients who need to monitor the contracted management, etc.
- **Requests profile:** Corresponds to accounts that will only be used to raise incidents or make work requests. This type of account is ideal for people who do not interact in maintenance, but are capable of requesting work to the maintenance department. For example: production supervisors, equipment operators, customers to whom a service is provided, etc.

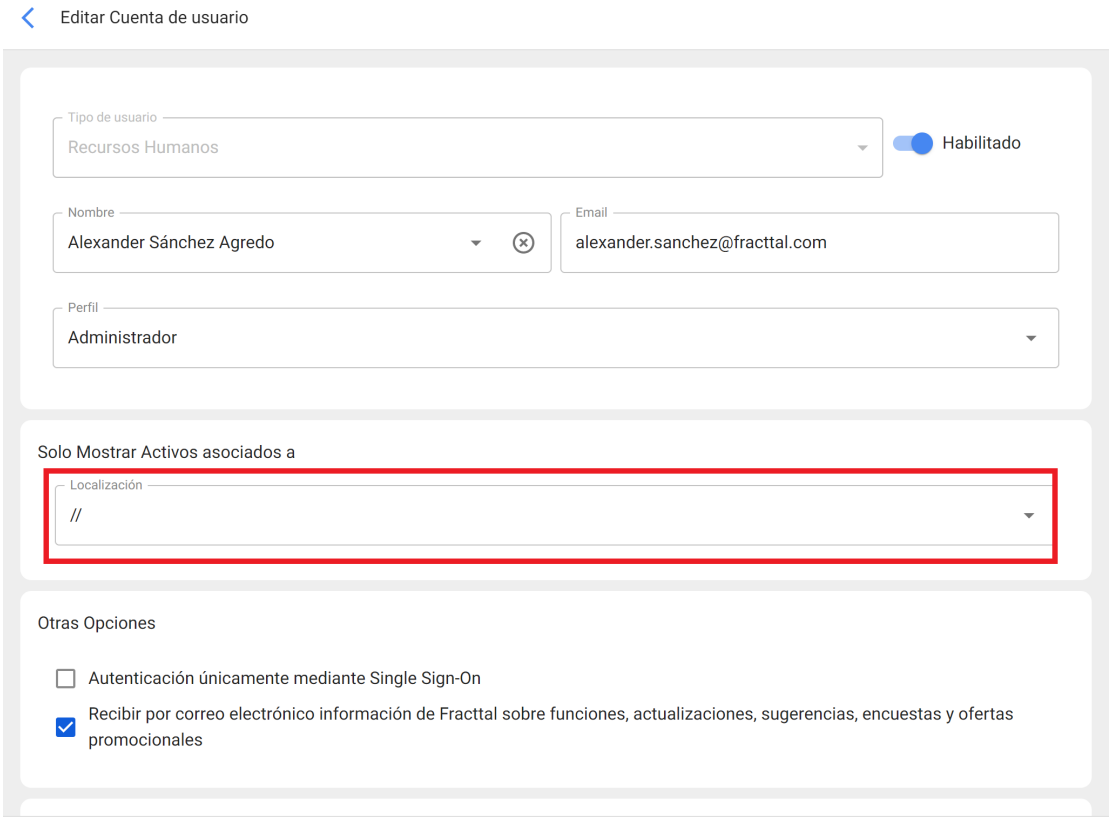
Note: The request and read-only profiles are unlimited in number, while the manage, technical and custom profiles are subject to the plan contracted on the platform. On the other hand, the limited technical type profile is marketed as additional users.

How to locate a user account?

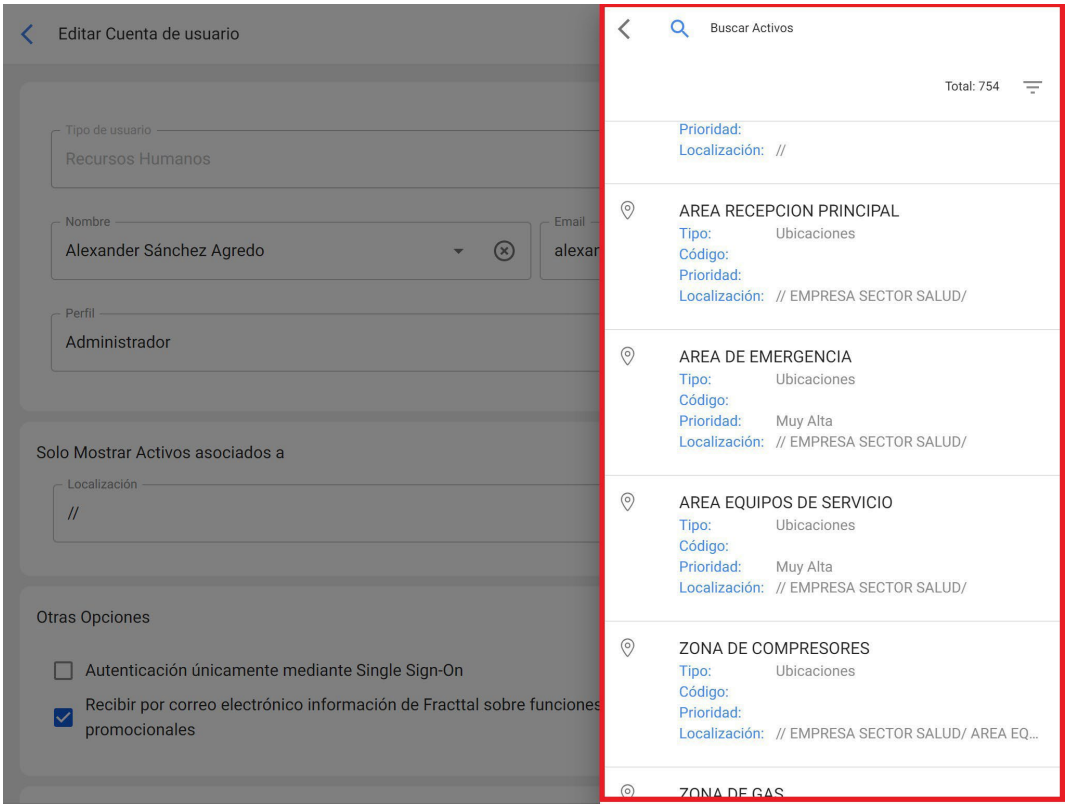
help.fracttal.com/en/articles/6014324-how-to-locate-a-user-account

To locate a user account, simply select the profile to edit and then click on the location option.





When clicked, the options corresponding to the locations previously created in the assets module will be displayed, where the account in question can be located.



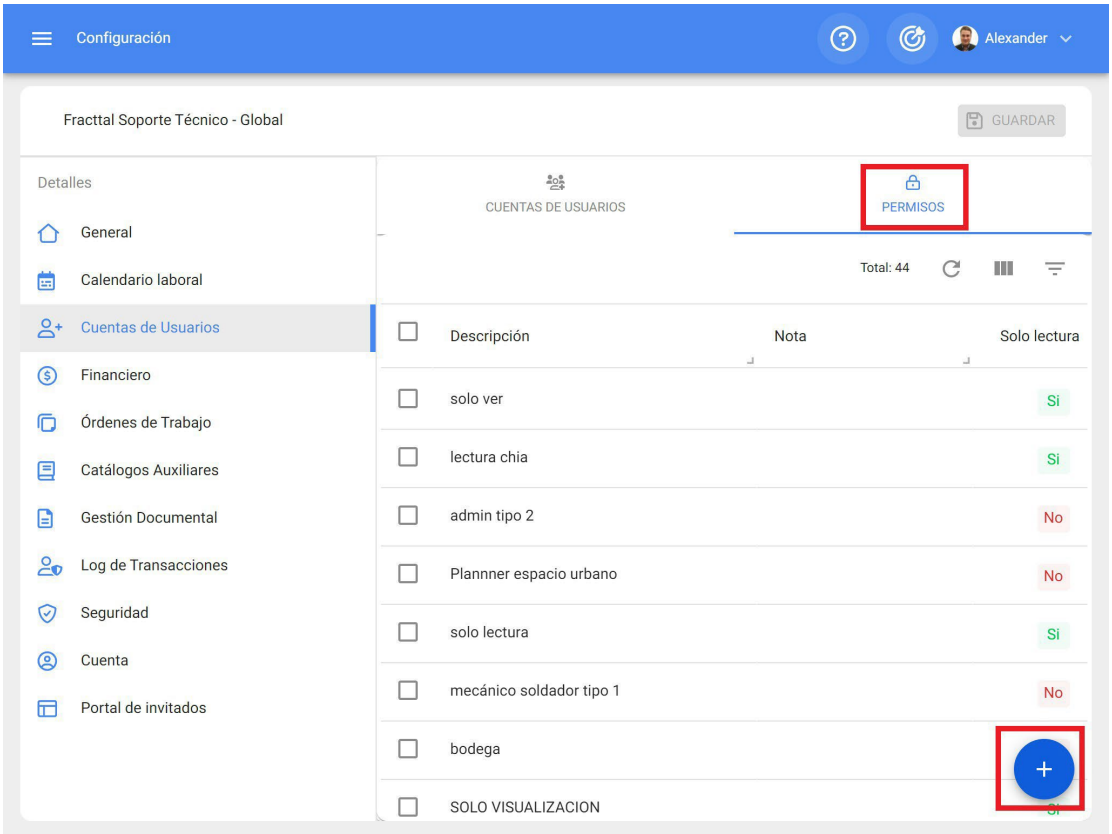
Finally, click on the save button at the top right of the window to save the changes you have made.

Note: Once the location type assets have been created in the assets module, the user accounts can be localized to these locations. It must be taken into consideration that the accounts that are localized have certain visualization restrictions since, when a user account is localized, it will only be able to visualize the information contained in hierarchical levels below where it is located.

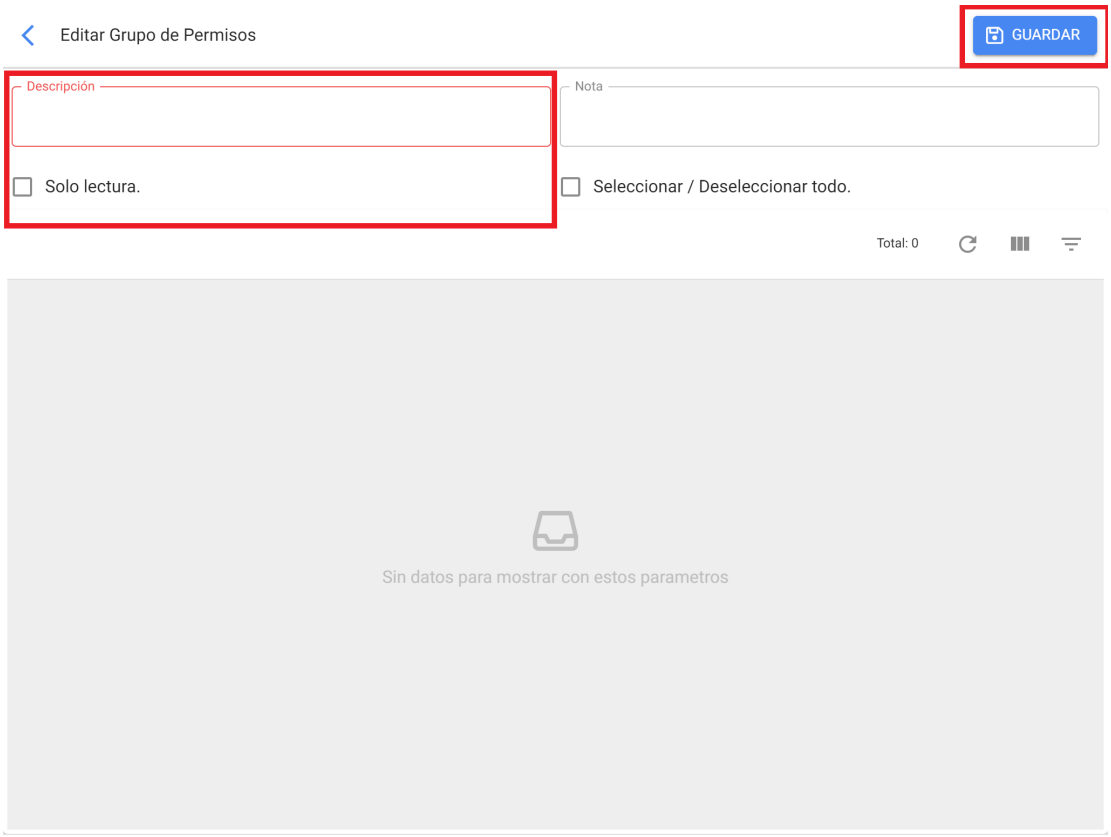
How to add/create permission groups?

help.fracttal.com/en/articles/6014331-how-to-add-create-permissions-groups

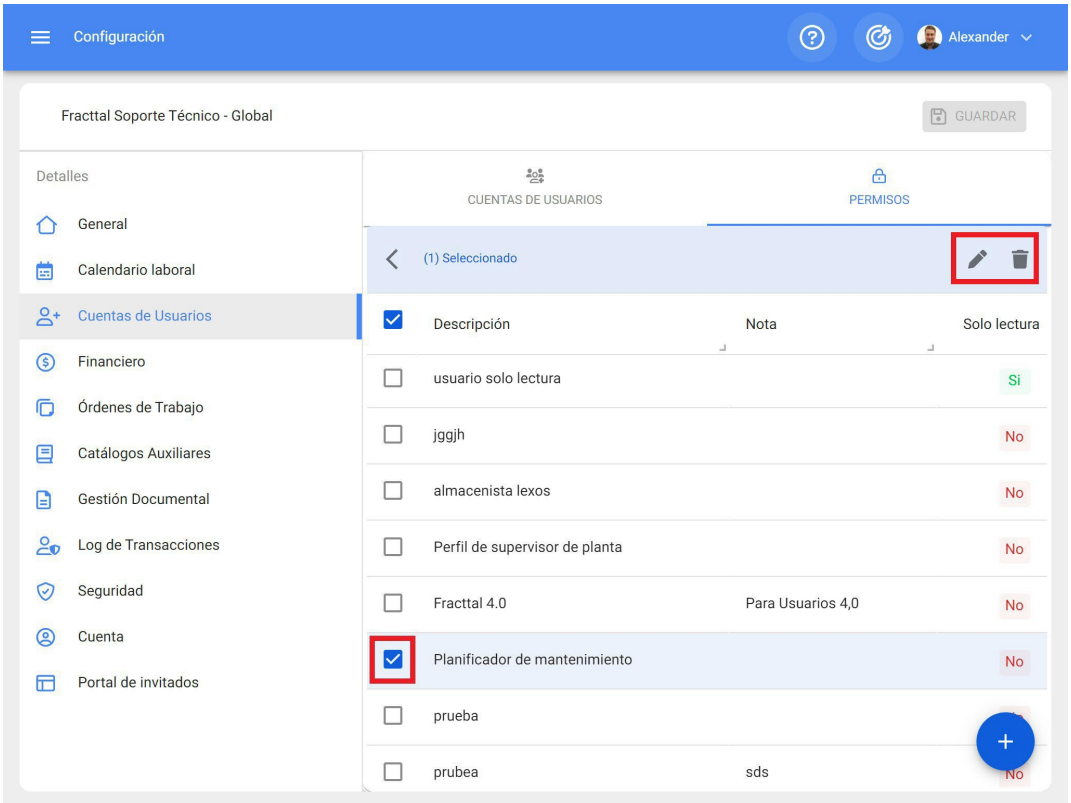
To add permission groups, first go to the "Permissions" tab and then click on the add option at the bottom right of the window.



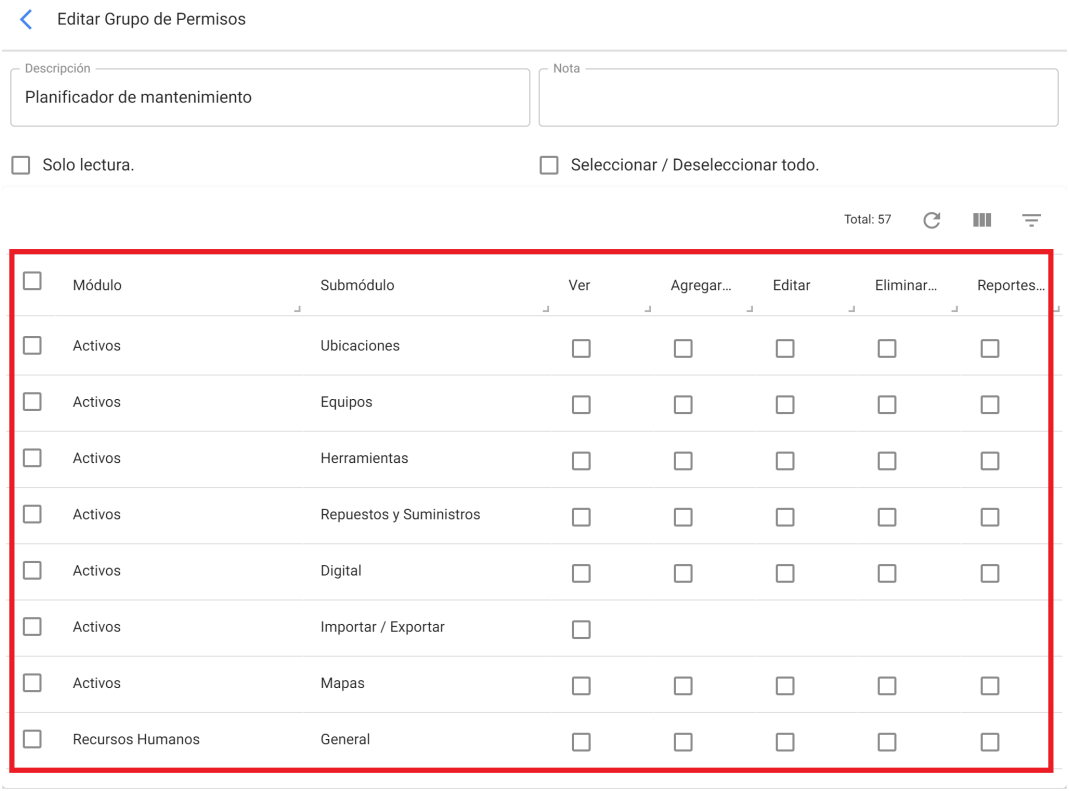
After clicking, the system will open a new window where you will have to set the name you will give to the permission group you want to create, as well as indicate whether this group will correspond to a read-only or request account, and finally click on save and register the permission group created.



Once the permission group has been created (read-only or not), the permissions and restrictions that this group will have must be established. To do this, click on the group created.

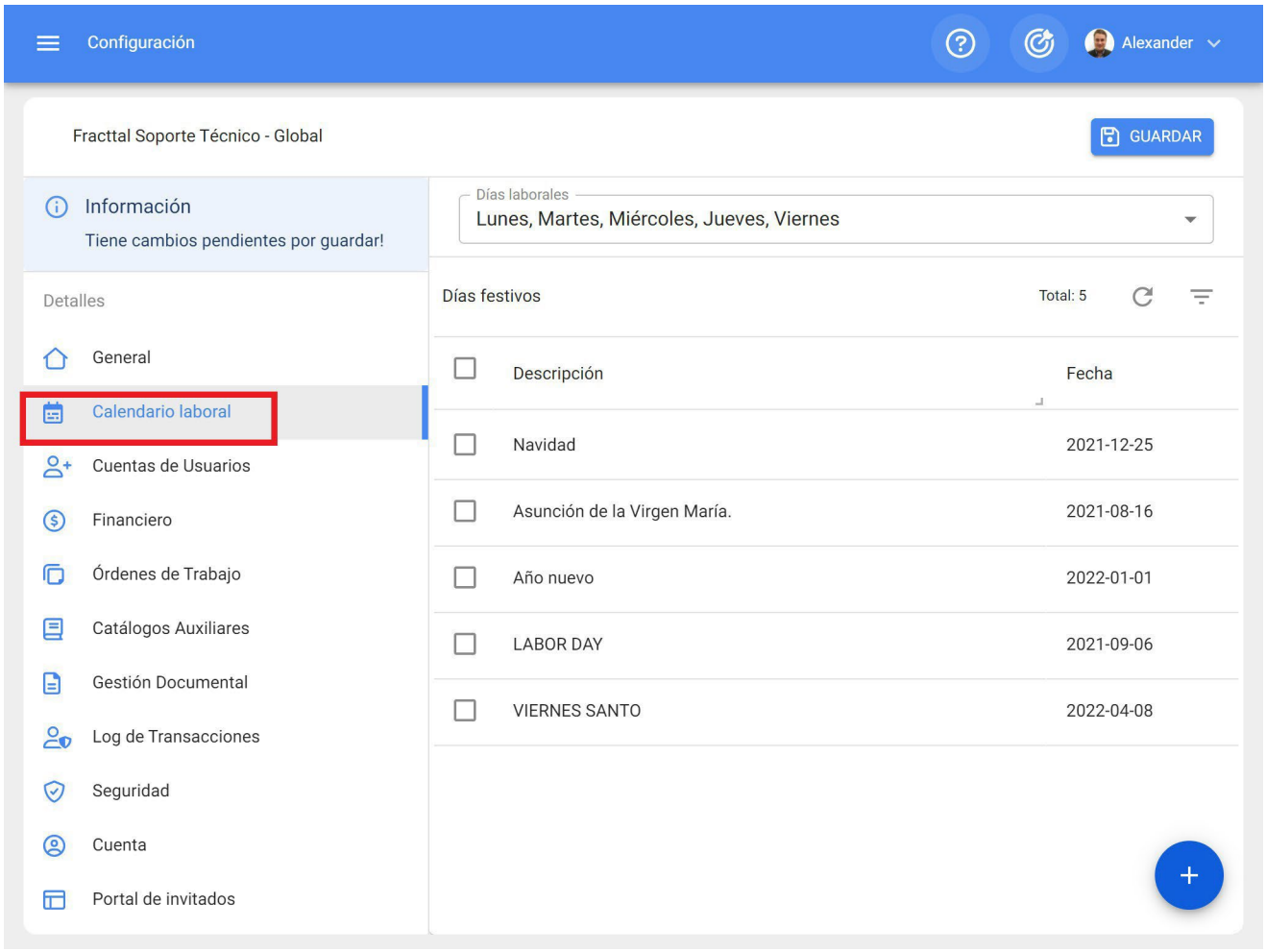


When you click on it, the system will display a window with a series of boxes that will allow you to identify the modules and sub-modules in which you can set the options to view, add, edit, delete and generate reports according to the permission group you wish to establish.



Labor Calendar and How to set and edit working days or holidays?

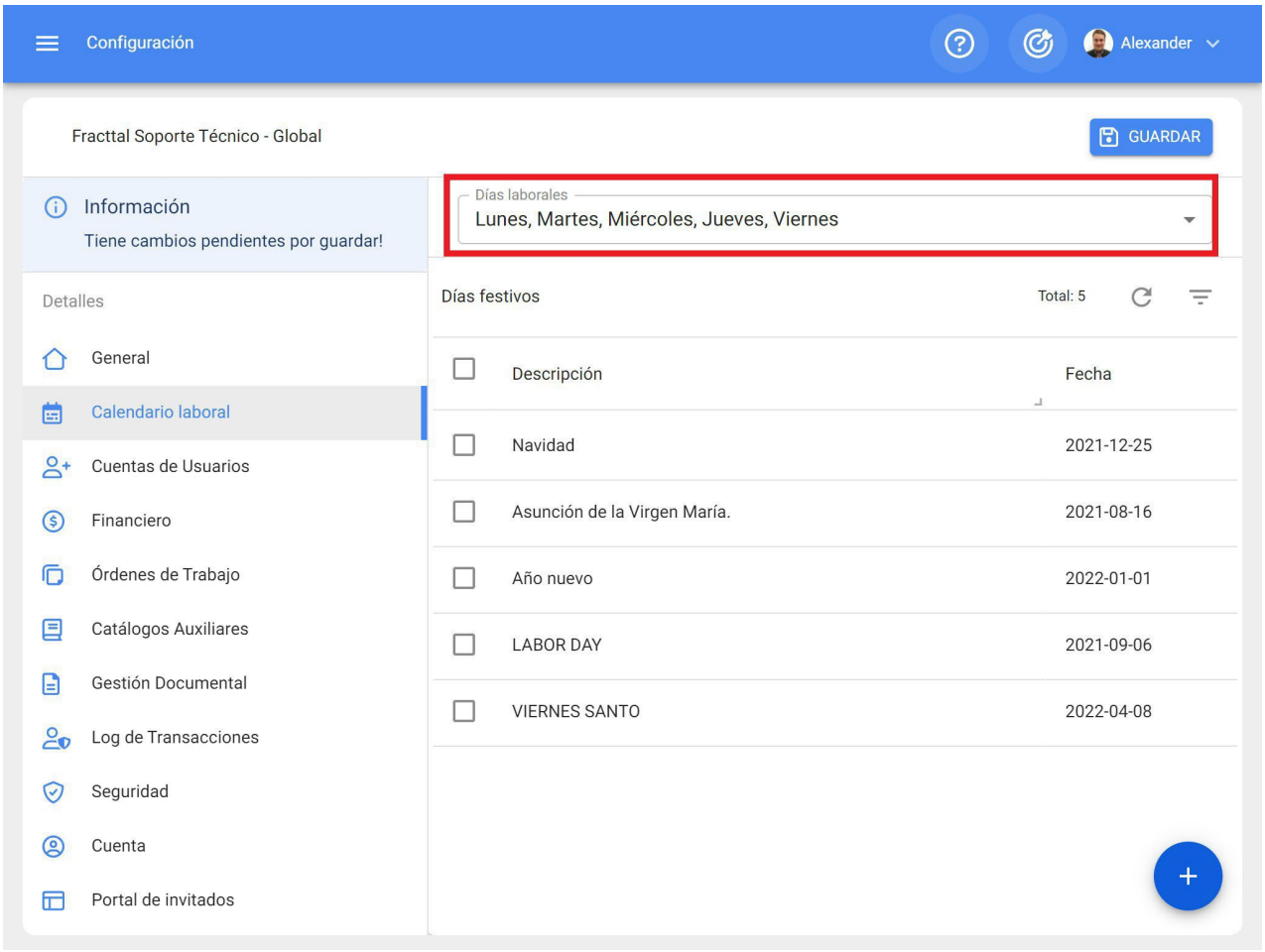
help.fracttal.com/en/articles/6014288-labor-calendar-and-how-to-establish-and-edit-labor-day-or-fessional-days

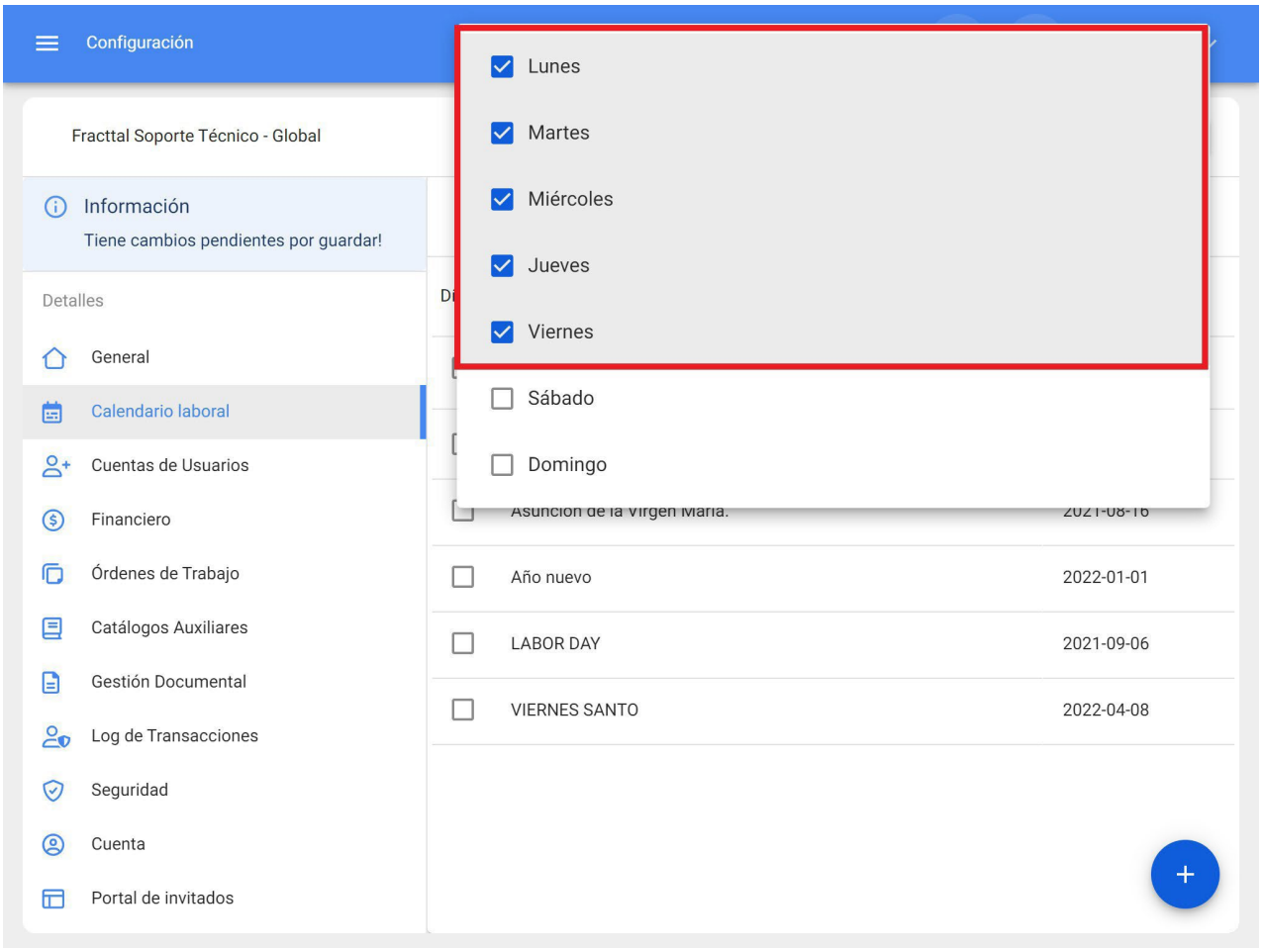


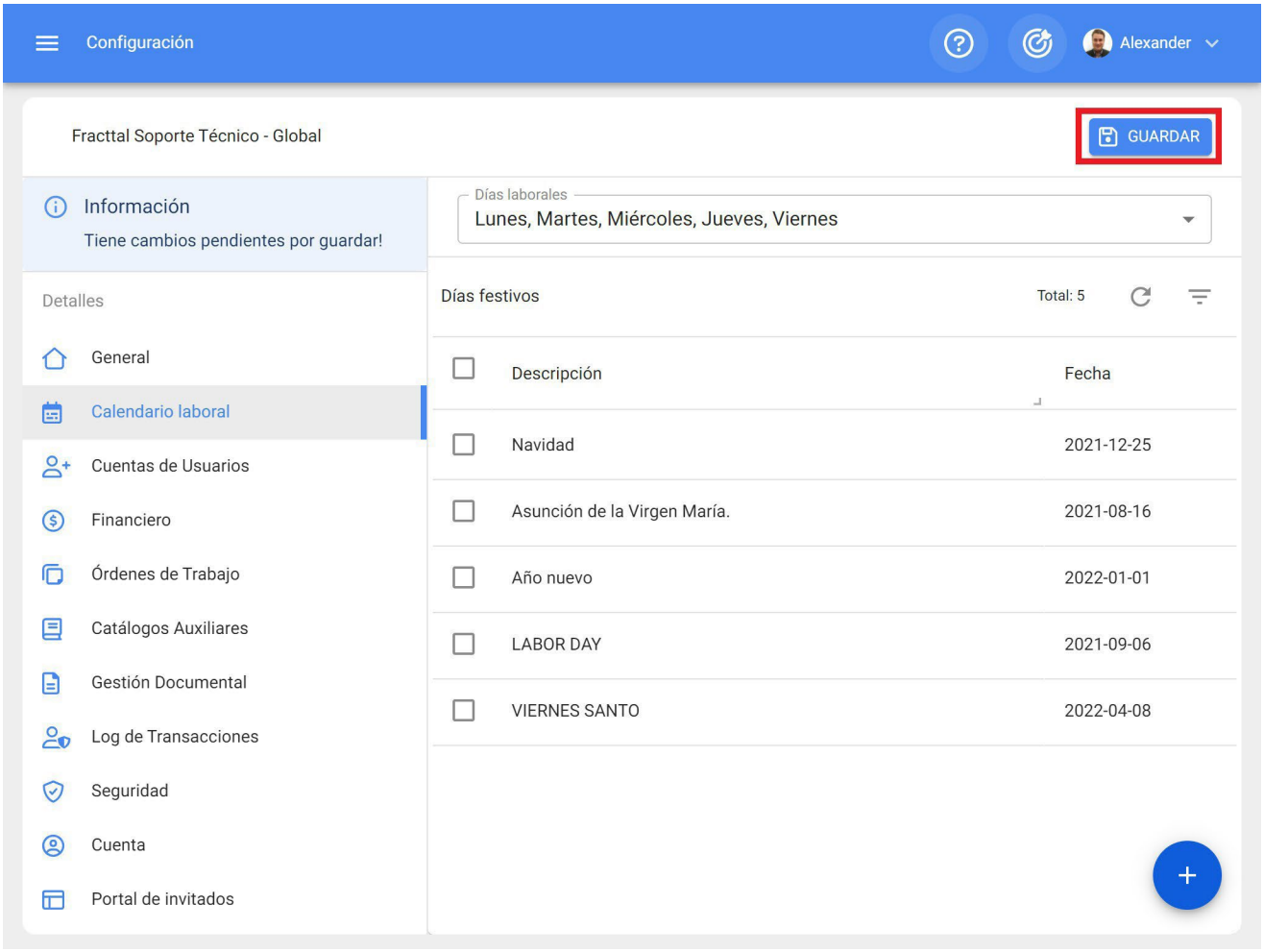
In this sub-module the company's working days can be established so that, if a maintenance activity is calculated for a day that is not a working day, the system will automatically reschedule the activity for the next working day.

How to establish working days?

To set the working days of your Fracttal base, just click on the "Working Days" category. Once you have established which days will be working days, click on "Save".

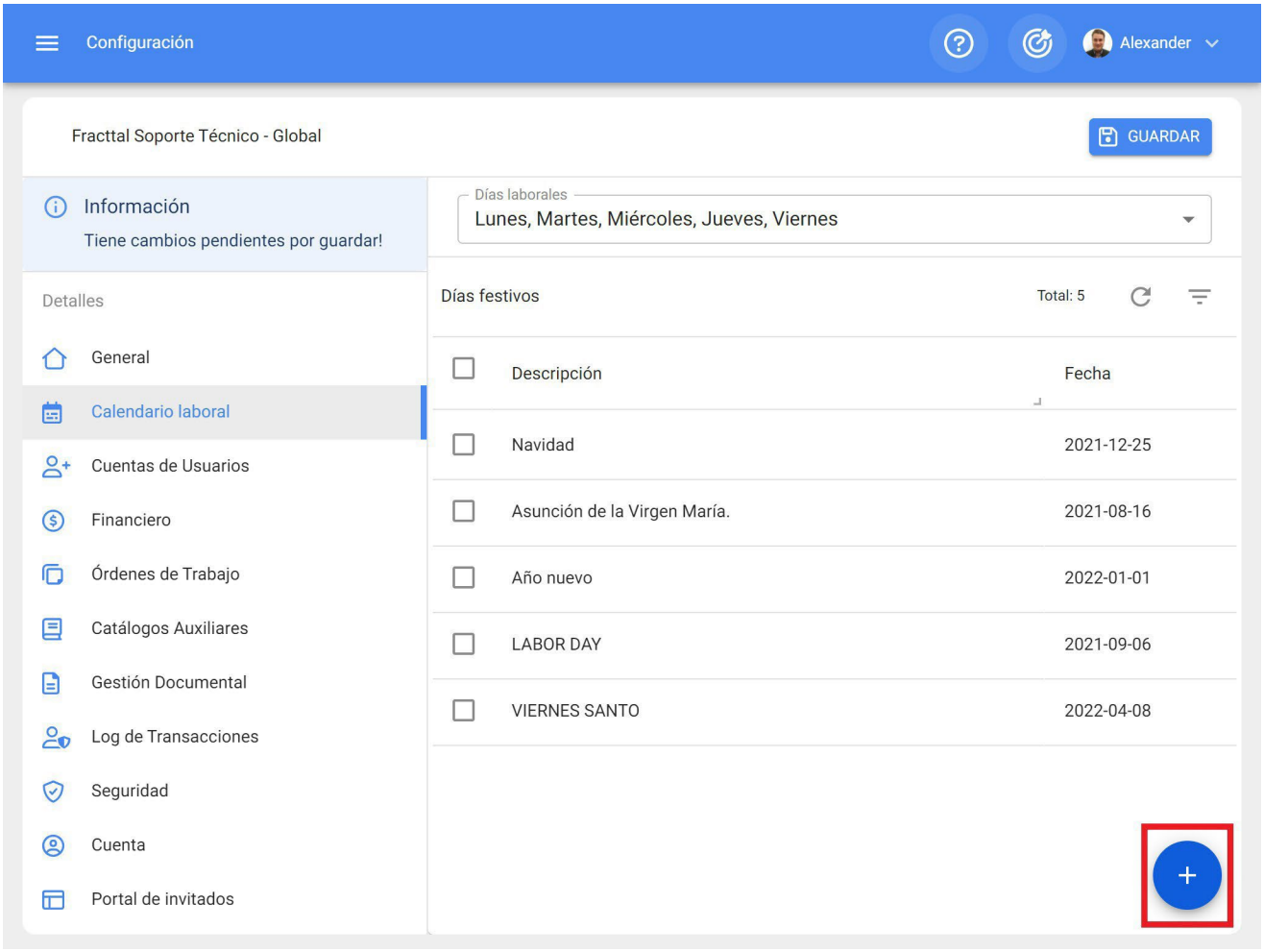

Configuración
Alexander
Fracttal Soporte Técnico - Global
GUARDAR
Información
Tiene cambios pendientes por guardar!
Días laborales
Lunes, Martes, Miércoles, Jueves, Viernes
Detalles
General
Calendario laboral
Cuentas de Usuarios
Financiero
Órdenes de Trabajo
Catálogos Auxiliares
Gestión Documental
Log de Transacciones
Seguridad
Cuenta
Portal de invitados
Días festivos
Total: 5
Descripción
Fecha
Navidad
2021-12-25
Asunción de la Virgen María.
2021-08-16
Año nuevo
2022-01-01
LABOR DAY
2021-09-06
VIERNES SANTO
2022-04-08


Configuración
Fracttal Soporte Técnico - Global
Información
Tiene cambios pendientes por guardar!
Detalles
General
Calendario laboral
Cuentas de Usuarios
Financiero
Órdenes de Trabajo
Catálogos Auxiliares
Gestión Documental
Log de Transacciones
Seguridad
Cuenta
Portal de invitados
Lunes
Martes
Miércoles
Jueves
Viernes
Sábado
Domingo
Año nuevo
2022-01-01
LABOR DAY
2021-09-06
VIERNES SANTO
2022-04-08

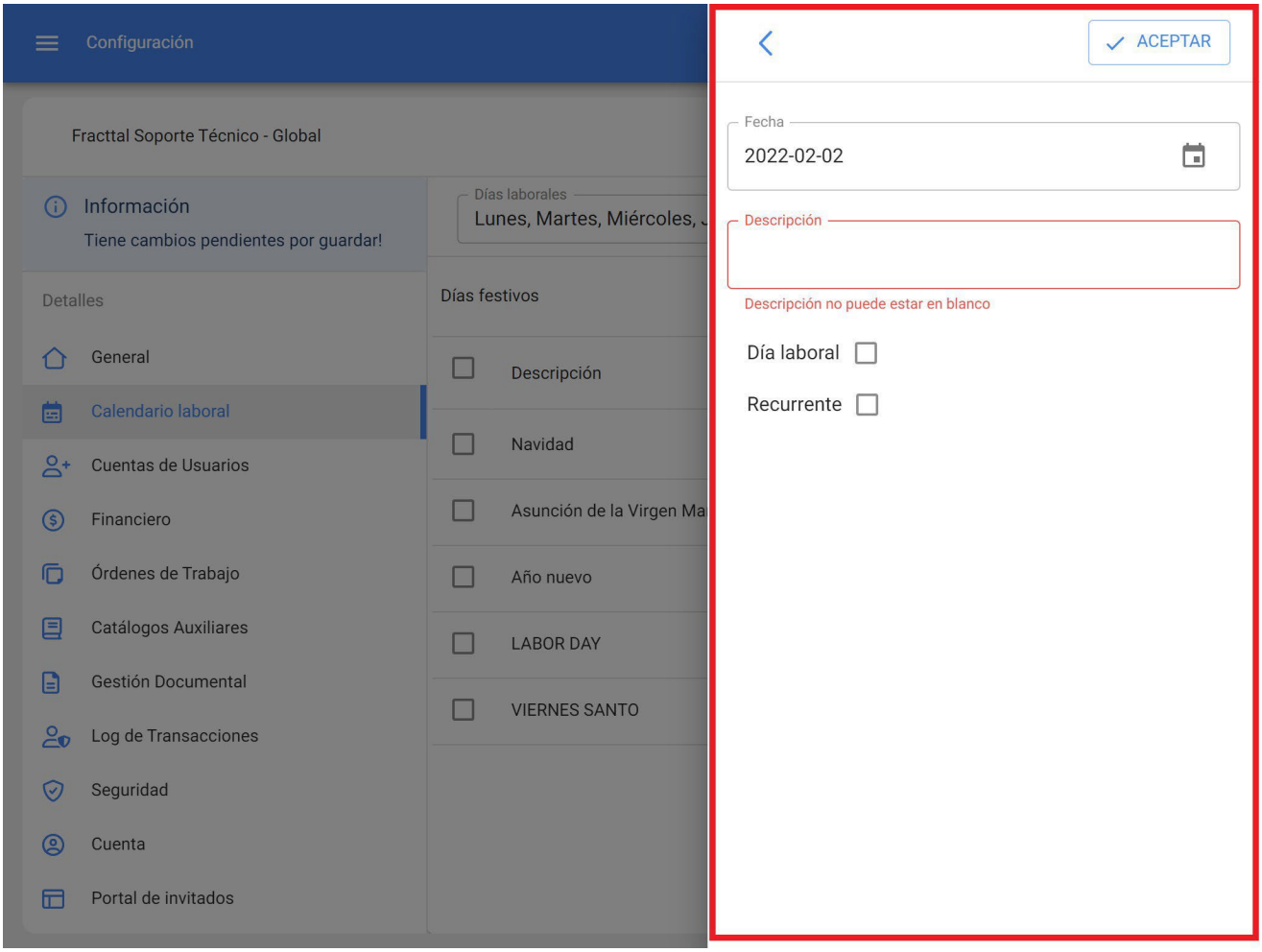


How to add holidays?

To add holidays, simply click on the add button at the bottom right of the screen.



Clicking on it will open a new window that will allow you to enter the description and date of the holiday you wish to add, as well as whether the holiday is a working and/or recurring holiday. Once the holiday information has been added, click on the "Save" button to complete the registration of the holiday in your database.

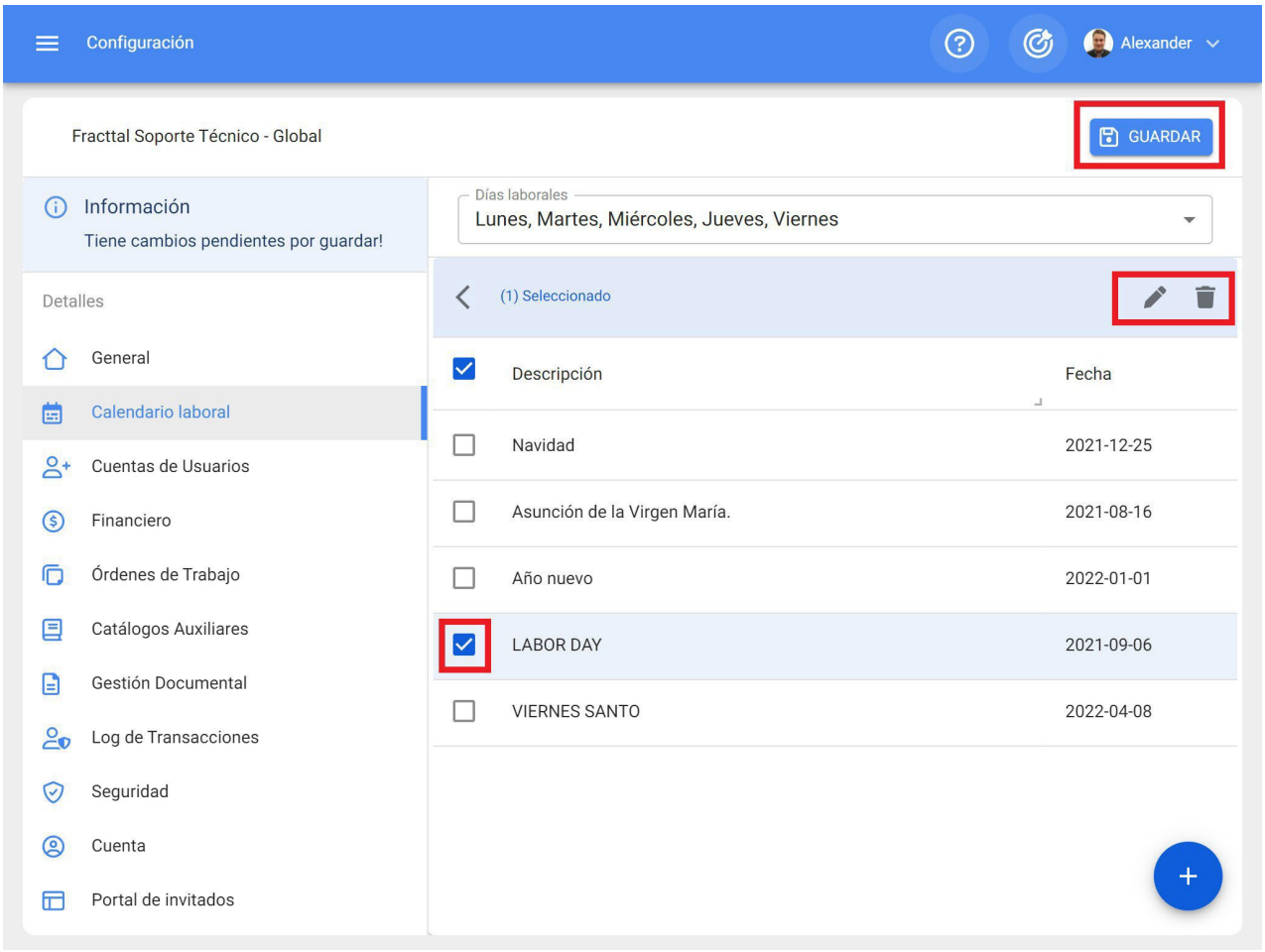


Where the fields to be completed are the

- following: **Description:** Name of the holiday
- **Date: Date** of the day
- **Working day:** Specify whether this day is a working day or not.
- **Recurring:** Determine if the holiday applies recurrently. That is, if the holiday is applicable in future years (Example: Christmas, which is celebrated on the same day, regardless of the current year).

How to edit holidays?

To edit an existing holiday, just select the day to be modified and then the system will display both the option to modify and delete the holiday. Once the modification has been made, just click on the "Save" button for the modification to be made.


Configuración
Alexander
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GUARDAR
Información
Tiene cambios pendientes por guardar!
Días laborales
Lunes, Martes, Miércoles, Jueves, Viernes
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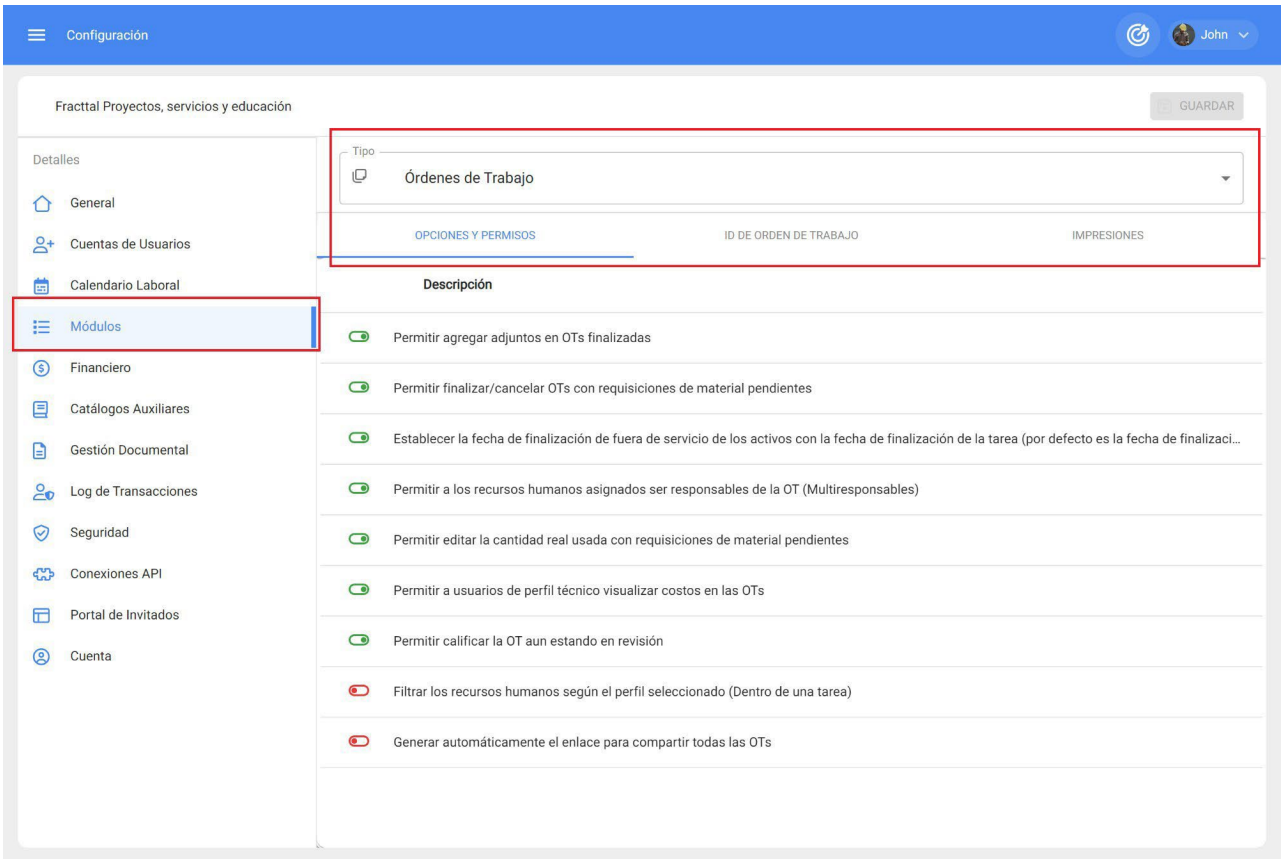
Calendario laboral
Cuentas de Usuarios
Financiero
Órdenes de Trabajo
Catálogos Auxiliares
Gestión Documental
Log de Transacciones
Seguridad
Cuenta
Portal de invitados
(1) Seleccionado
Descripción
Fecha
Navidad
2021-12-25
Asunción de la Virgen María.
2021-08-16
Año nuevo
2022-01-01
LABOR DAY
2021-09-06
VIERNES SANTO
2022-04-08

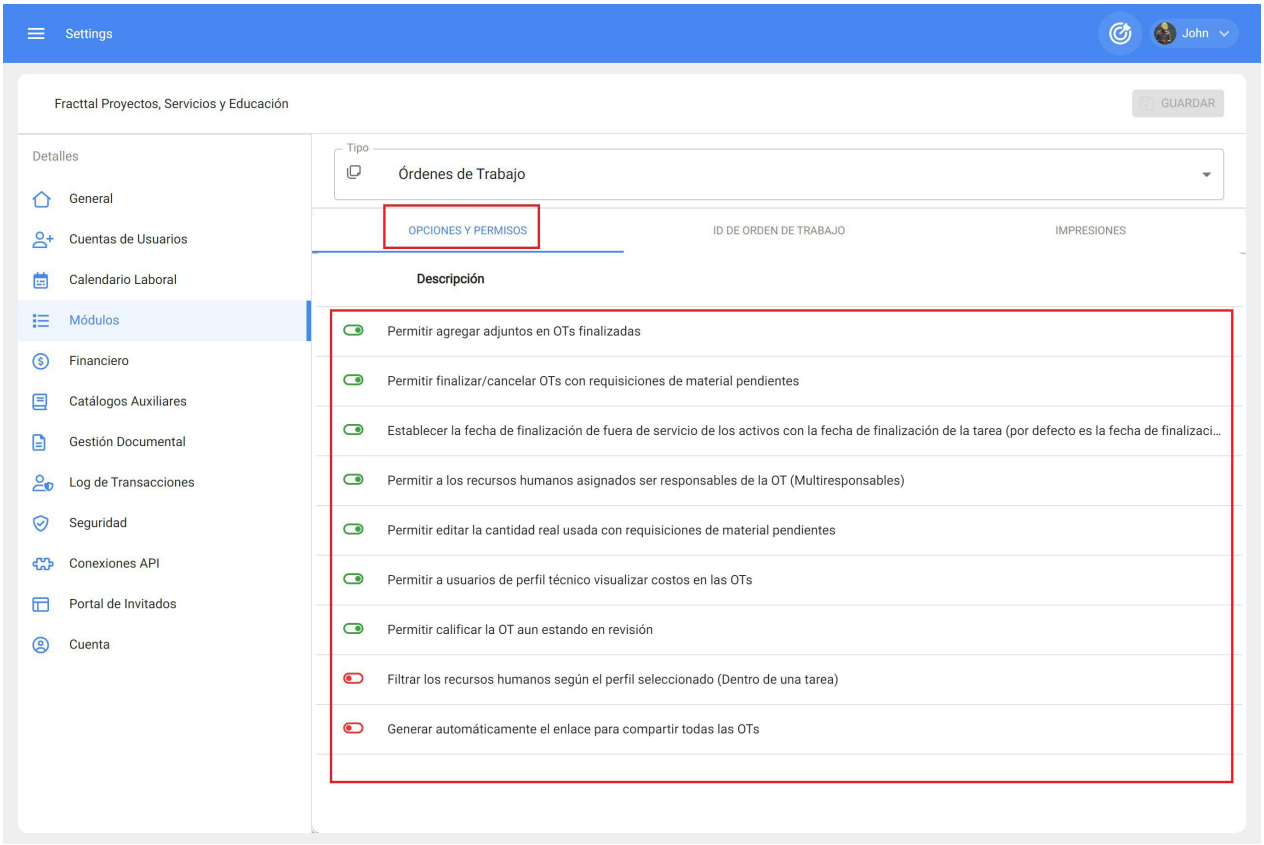
Work orders | Fracttal One

help.fracttal.com/en/articles/6014364-work-orders

In this section you can configure settings and permissions in the TOs:



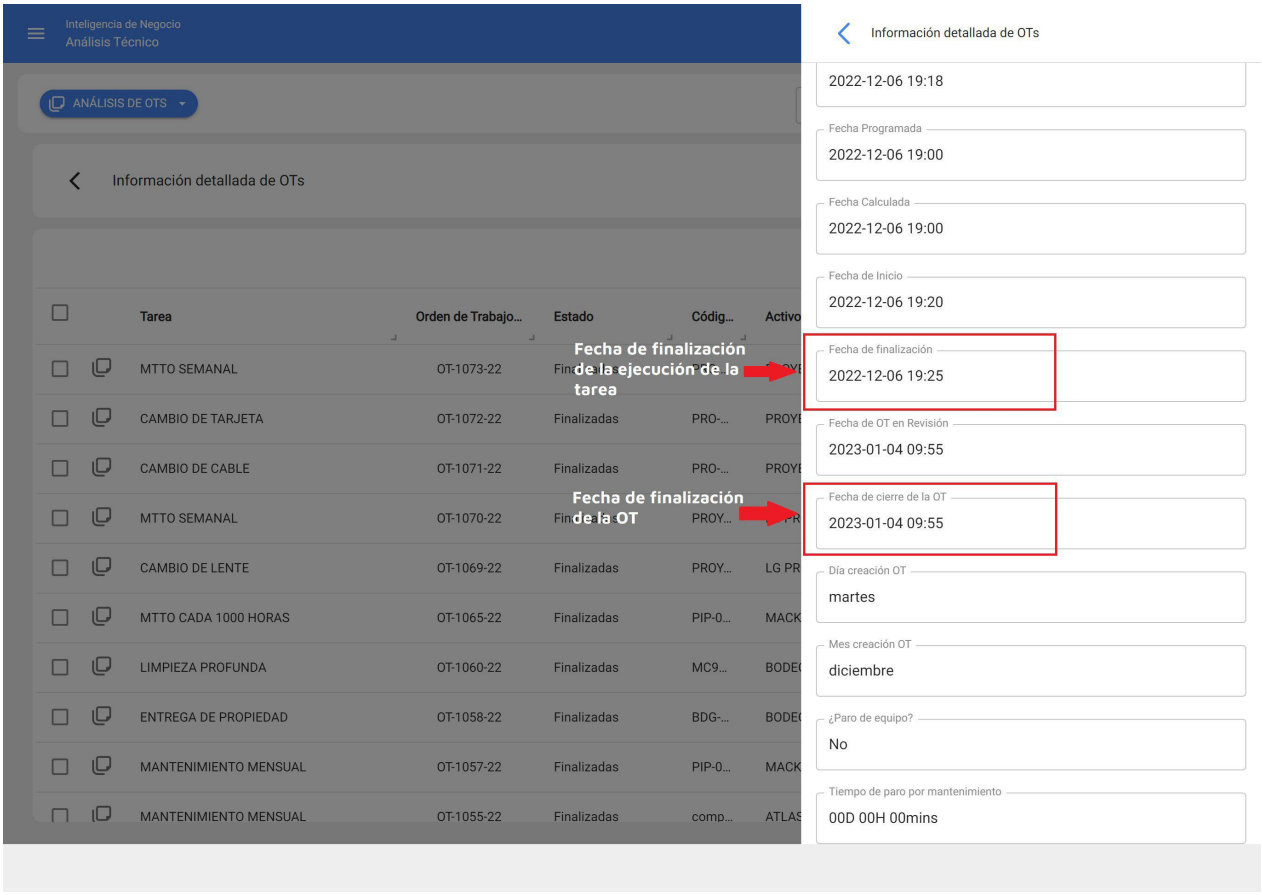
Options and permissions:



- ***Allow to add attachments in finished TOs:*** Fracttal One is a fully auditable software, complying with the most important quality standards. For this reason, once the WO is finished it is not possible to cancel it or make any kind of editing to it. However, by enabling this permission it is possible to add attachments (notes, links or files) to the finished TOs.

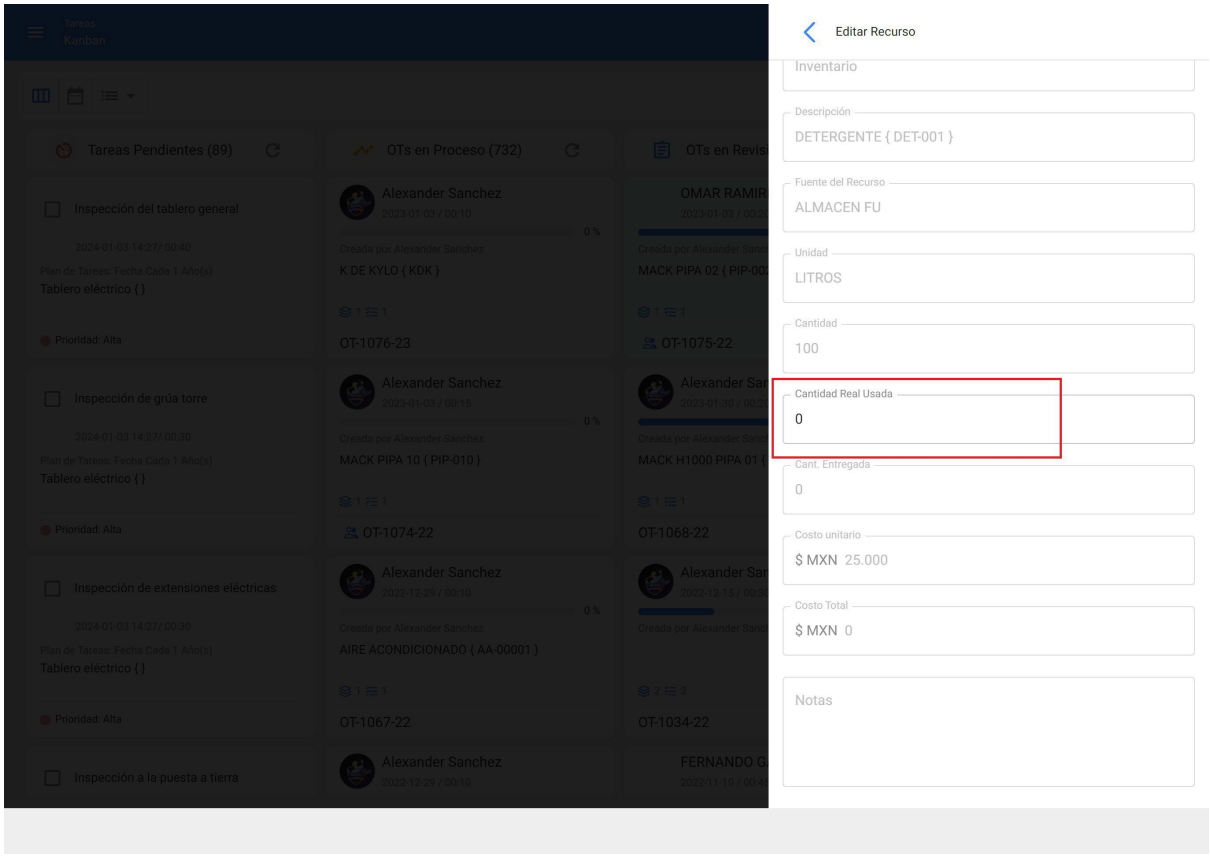
- ***Allow to finalize or cancel WOs with pending material requisitions:*** Naturally, Fracttal One does not allow a WO with pending material requisitions (i.e., the material has not been outgoing from the warehouse module) to be finalized or cancelled, forcing the respective process to be performed in the warehouse. However, by enabling this permission it is possible to finalize or cancel a WO in which the material requisition has not been issued from the warehouse.

- ***Set the out-of-service end date of the assets with the task end date***: By default, the out-of-service end date is the date on which the WO linked to the task is terminated. By enabling this option, the out-of-service end date will be the task end date (i.e. the end date of its execution):



- ***Allow assigned inhouse personnel to be responsible for the WO (multi-responsible):*** By enabling this function, any user with a technical profile (or limited technical profile) who is added as a human resource within a WO will be able to see the WOs in which he/she is participating as a service performer. Remember that if this option is disabled, the user with a technical profile will only be able to see the TOs in which he/she is declared as 'responsible'.

- ***Allow to edit the actual quantity used with pending material requisitions:*** Naturally, the actual quantity used of inventory type resources is set according to the outgoing made in the warehouse, however, by enabling this option it is possible to edit this field (actual quantity used) within the WO:



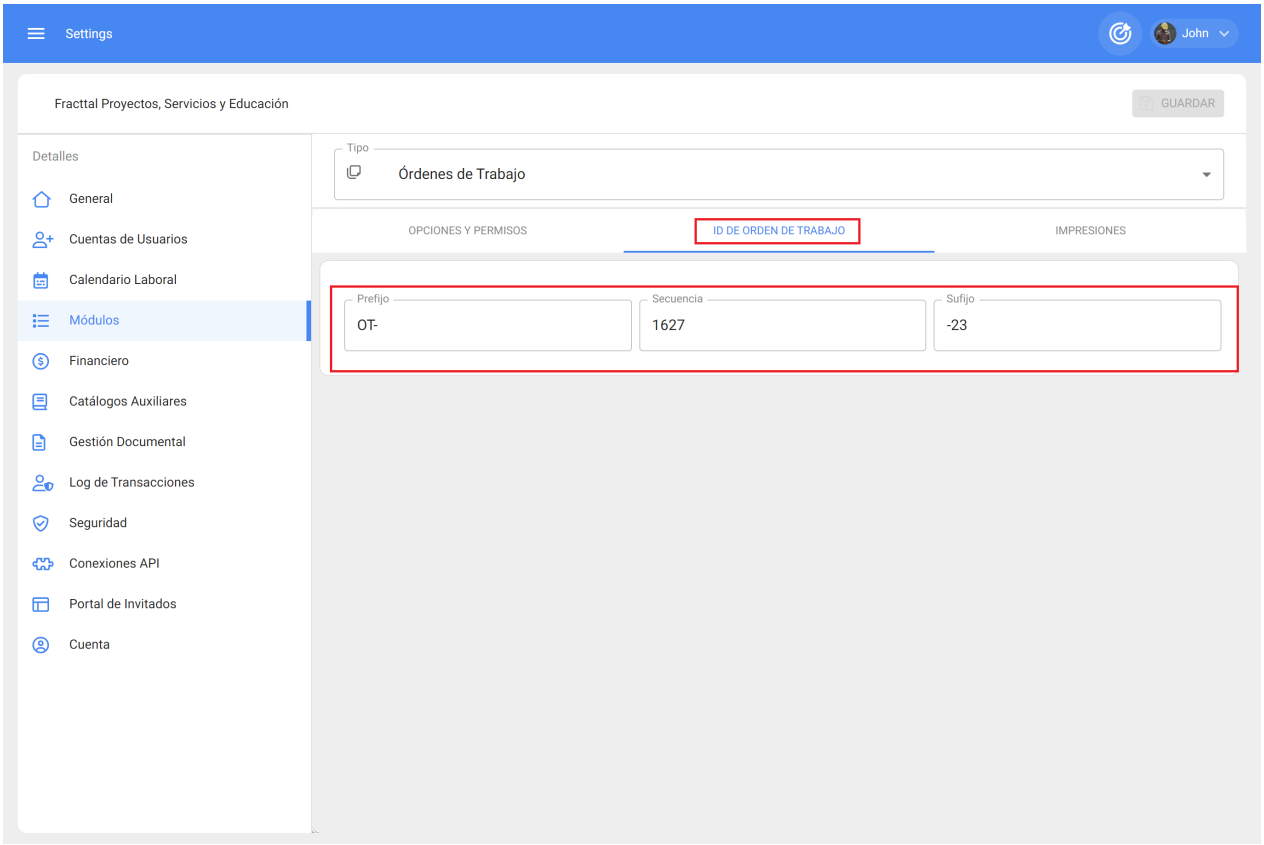
- ***Allow users with a technical profile to view costs in WO's:*** By enabling this function, any user with a technical profile (or limited technical profile) who is added as a human resource or manager within a WO will be able to view the costs associated with the resources assigned to the work management within the WO.

- ***Allow to rate WO under review:*** Enabling this function allows to rate the WO that is under review, since being disabled only allows to rate the WO when it goes from 'in process' to 'review' status.

  Filter inhouse personnel according to the selected profile (within a task): By enabling this function, when choosing an inhouse personnel profile within a task, locating the source of the inhouse personnel will show only those inhouse personnel that have that profile in the 'regular hour value' field.

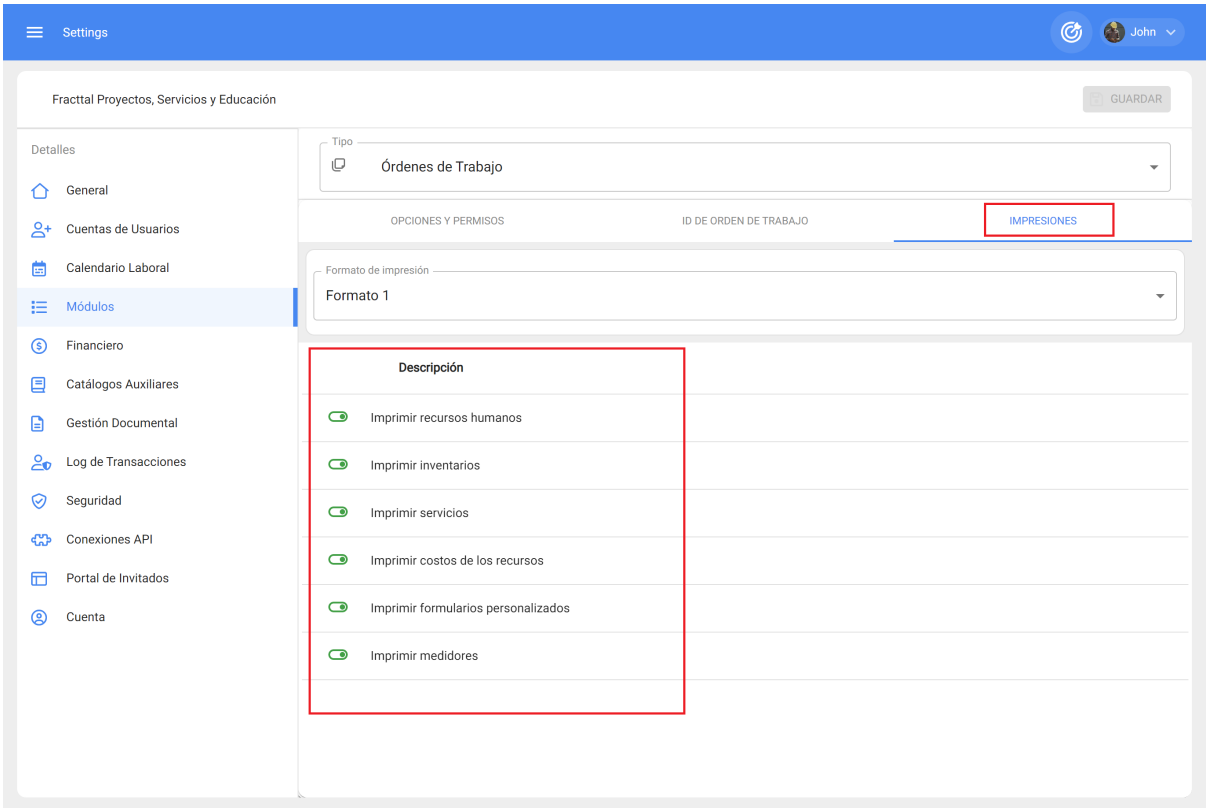
  Automatically generate link to share all TOs: Enabling this function allows you to generate automatic links to share TOs.

Work order ID:



Here you will be able to customize the correlatives that the work orders will have in terms of prefix and suffix, together with the sequence in which the generated work orders will be issued.

Impressions:

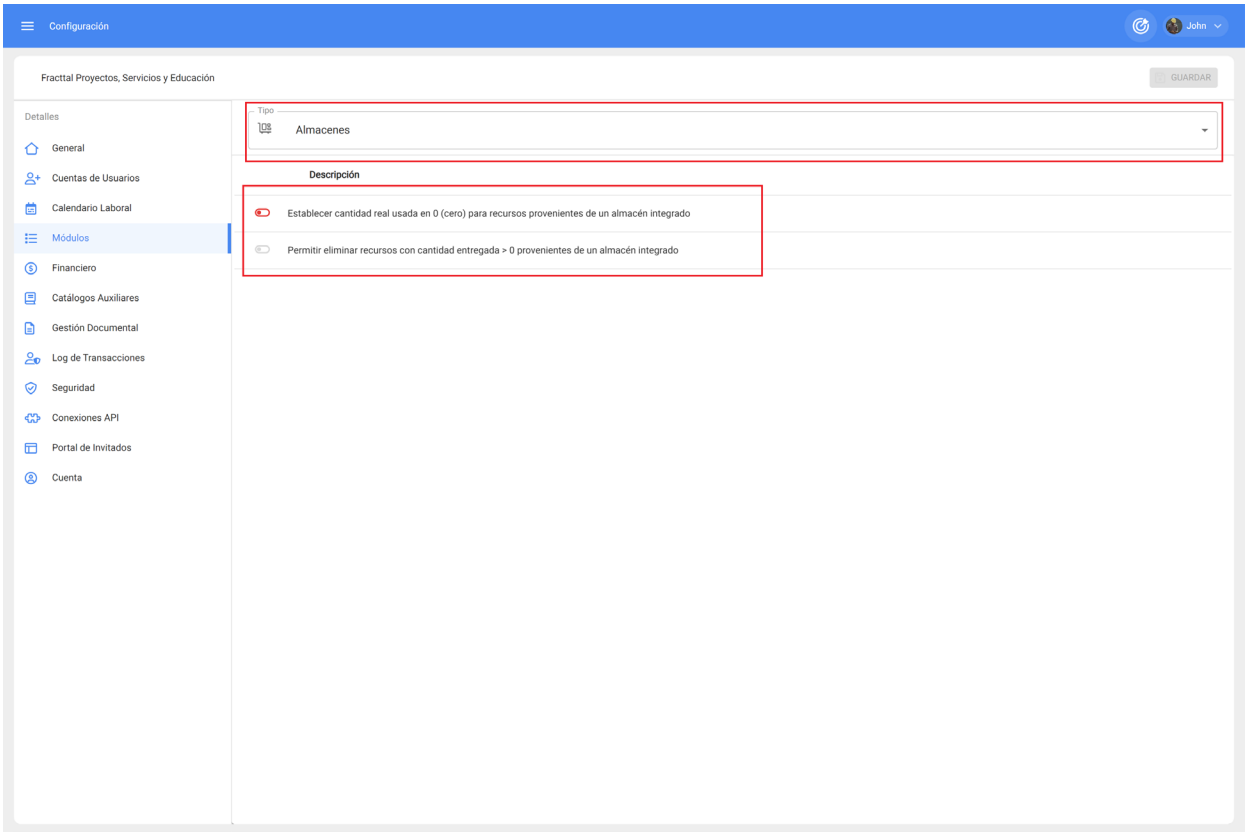


- ***Print format:*** Here you will be able to choose between the three types of formats existing in the platform for your work orders. Note: The formats are not editable beyond the editing options you will find in this sub-module.
- ***Printing options:*** Allow to print (or not): Inhouse personnel, inventories, services, costs of resources used within a WO, customized asset forms and last reading recorded on the accumulator meters associated with the asset.

Note: Once you have made the edits as needed, click on the save button to save the changes you have made.

Warehouses : Fracttal One

help.fracttal.com/en/articles/6867788-storages

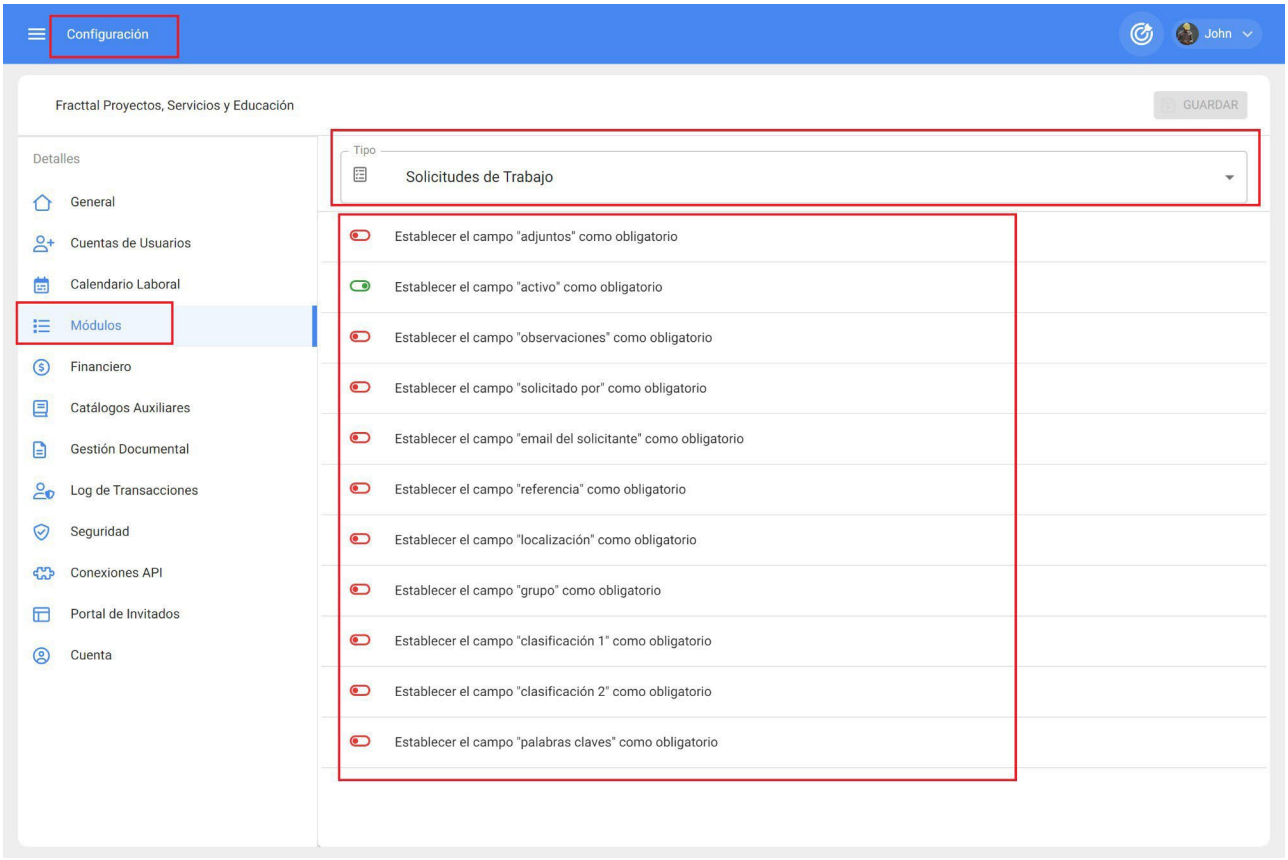


In this section, settings related to the Fracttal One 'warehouses' module are made:

- *Establish or not the actual amount used in zero for resources coming from an integrated warehouse.*
- *Allow or disallow the elimination of resources with quantity delivered greater than zero from an integrated warehouse*

Work requests : Fracttal One

help.fracttal.com/en/articles/7920892-job-requests



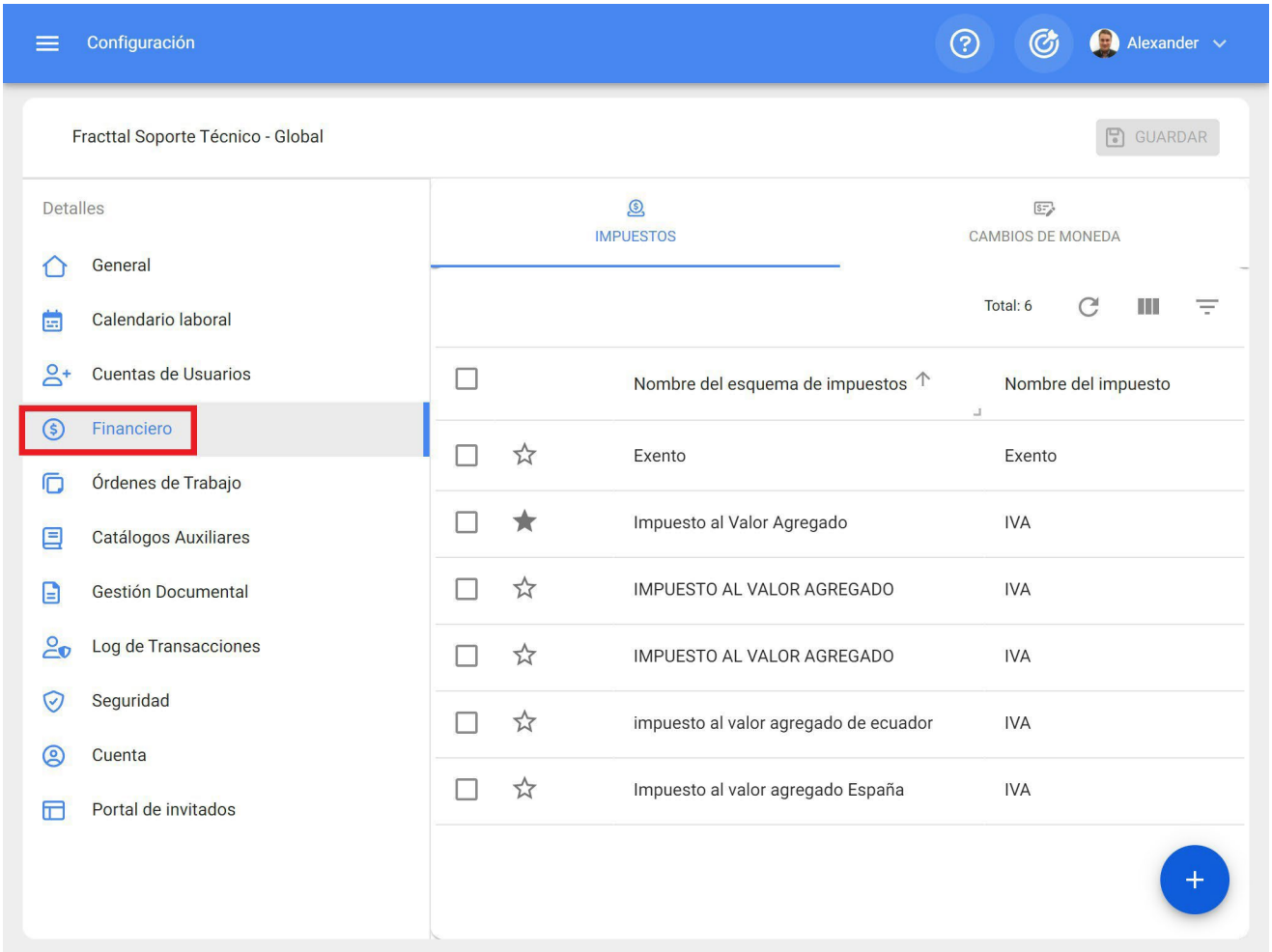
In this section, settings related to the Fracttal One 'requests' module are made:

- Set the 'attachments' field as mandatory. Set the 'active'
- field as mandatory.
- Set the 'remarks' field as mandatory.
- Set the 'requested by' field as mandatory. Set the 'applicant's e-
- mail' field as mandatory. Set the 'reference' field as mandatory.
- Set the 'location' field as mandatory. Set the 'group' field
- as mandatory.
- Set the field 'classification 1' as mandatory.
- Set the field 'classification 2' as mandatory. Set the
- 'keywords' field as mandatory.

How to add a tax?

help.fracttal.com/en/articles/6014335-financial-how-to-add-a-tax-and-currency-exchange-rate

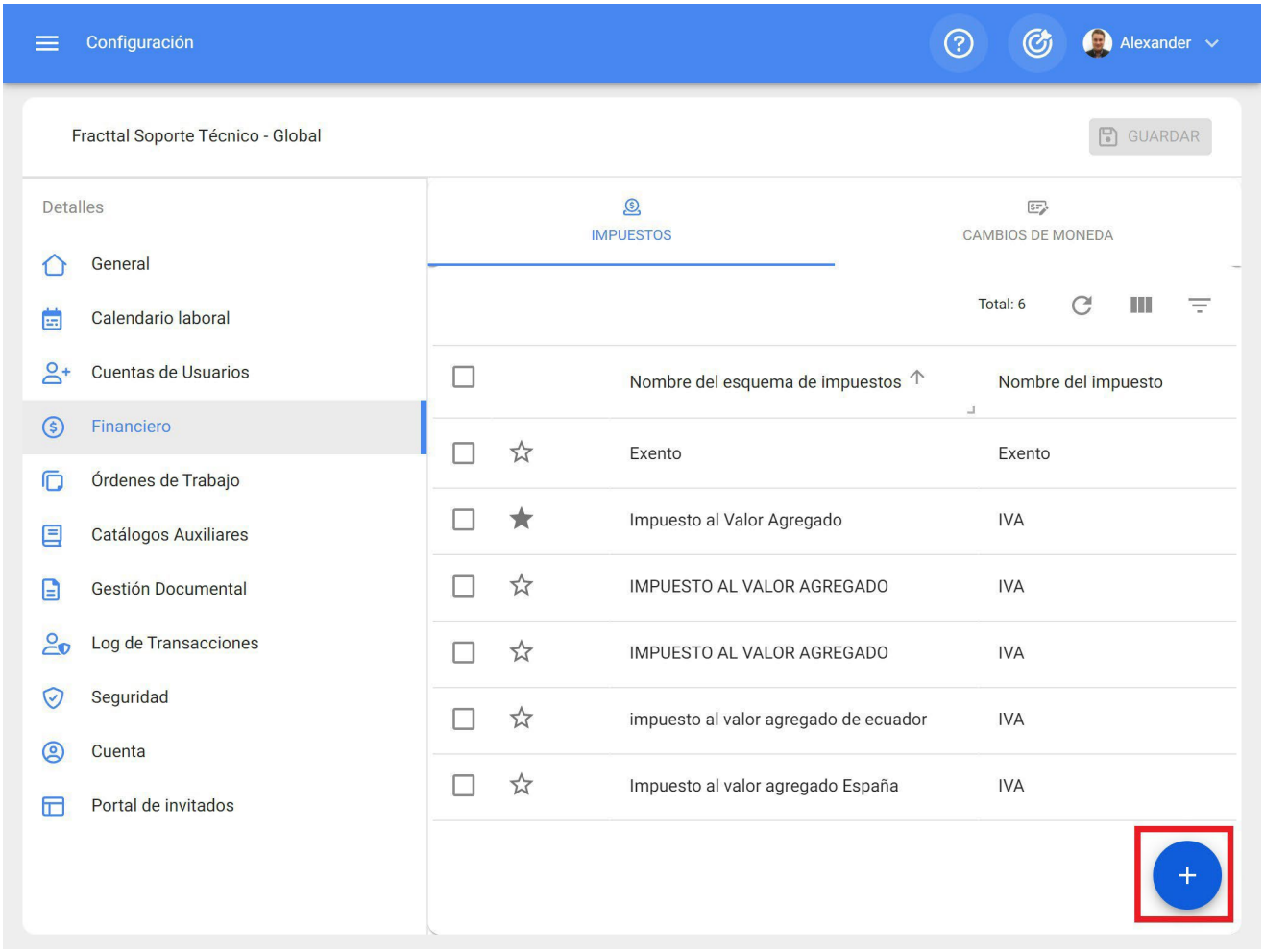
In this sub-module you will be able to set the different currencies in which you can make transactions (apart from your main currency), as well as define tax rates.



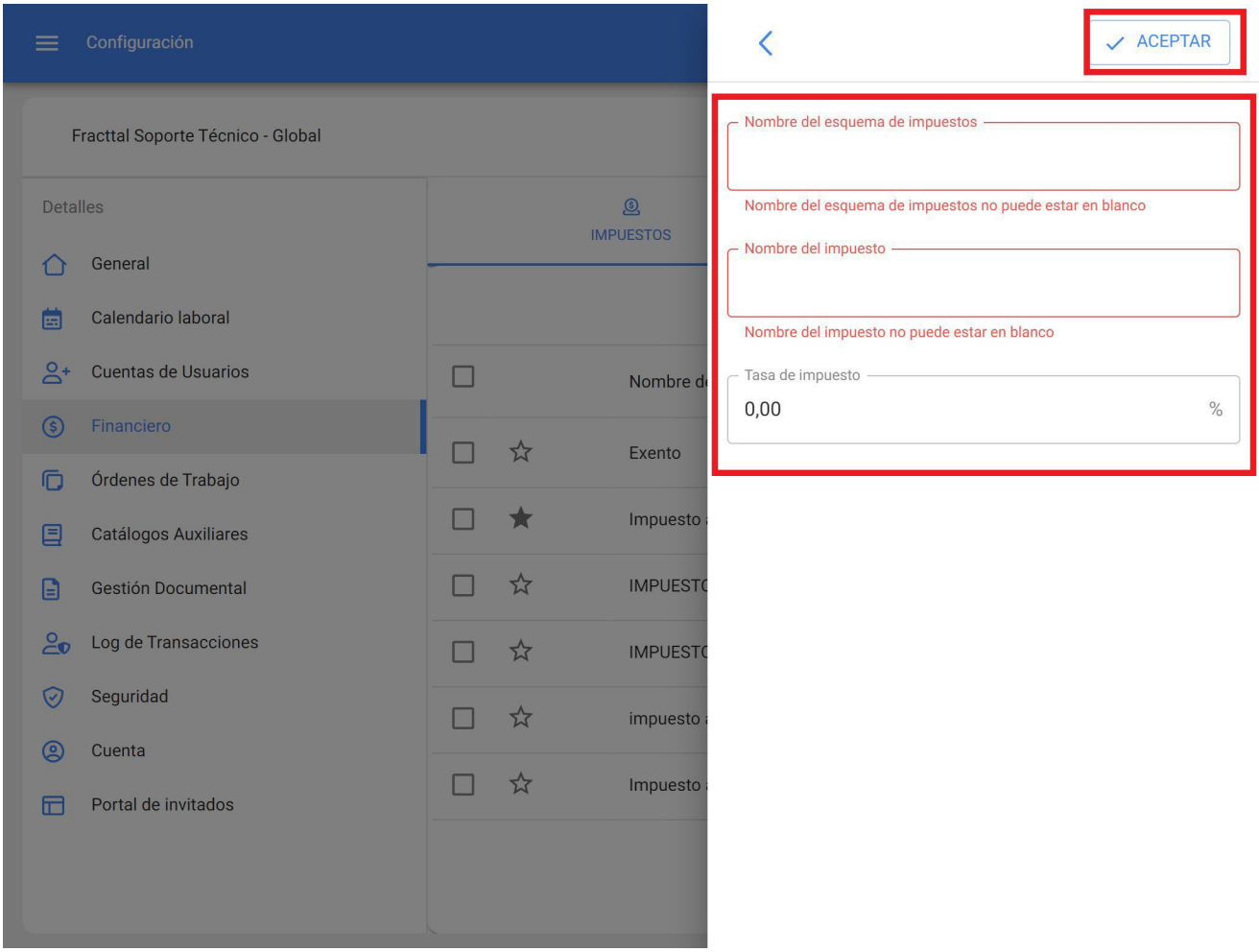
Where you will find the following tabs:

- **Tax:** Corresponds to the different tax schemes and percentages with which the company works.
- **Currency exchange:** Corresponds to the conversion between the different currencies in which transactions are made, in order to unify them based on the main currency and thus have a better criterion in terms of economic analysis.

To add a new tax, just click on the add symbol at the bottom right of the window.

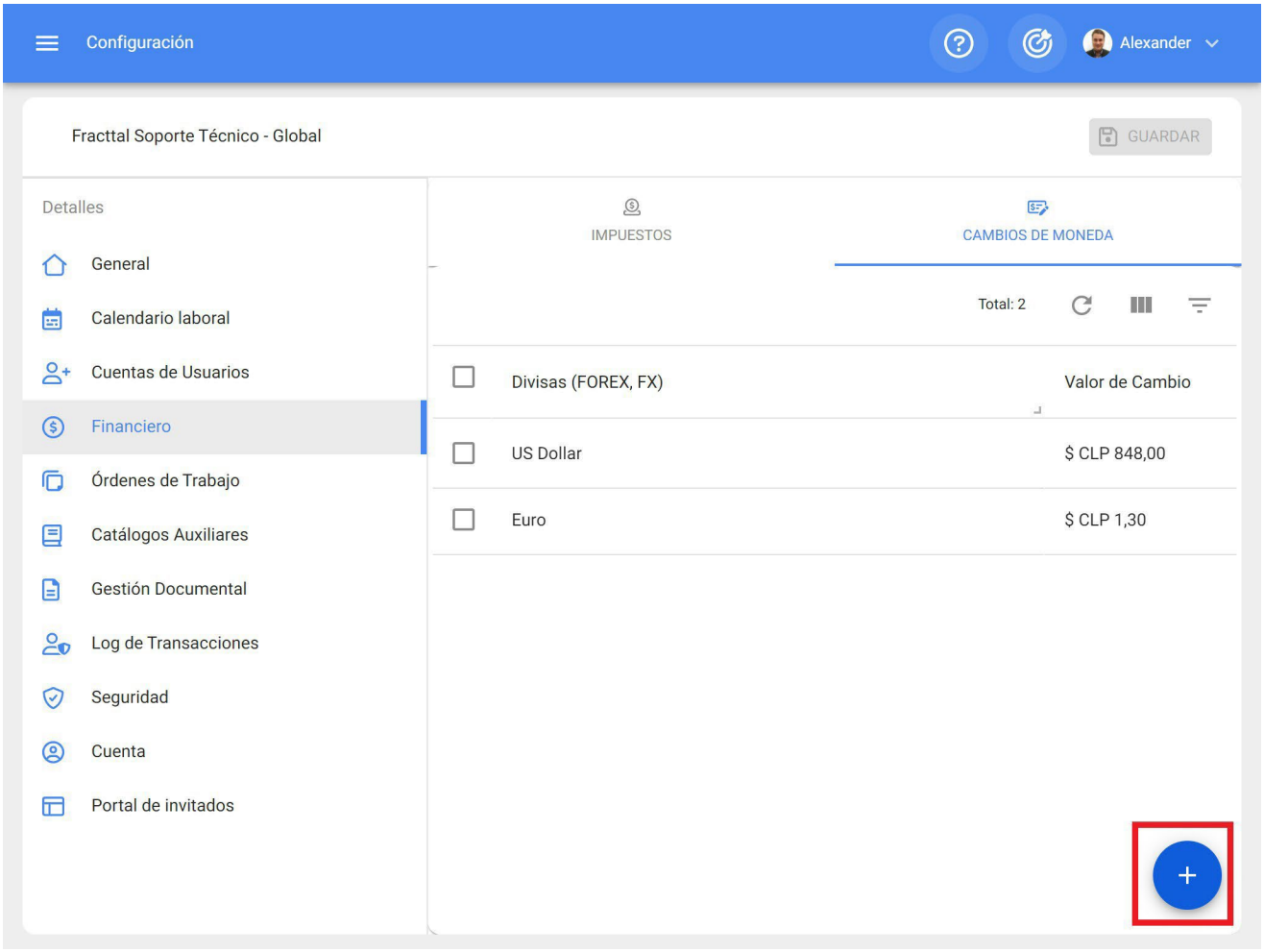


When you click, the system will display a new window where you will have to fill in the information corresponding to the tax you want to add (name of the tax scheme, name of the tax and tax rate in percentage) and finally click on the save button to generate the new tax in the system.

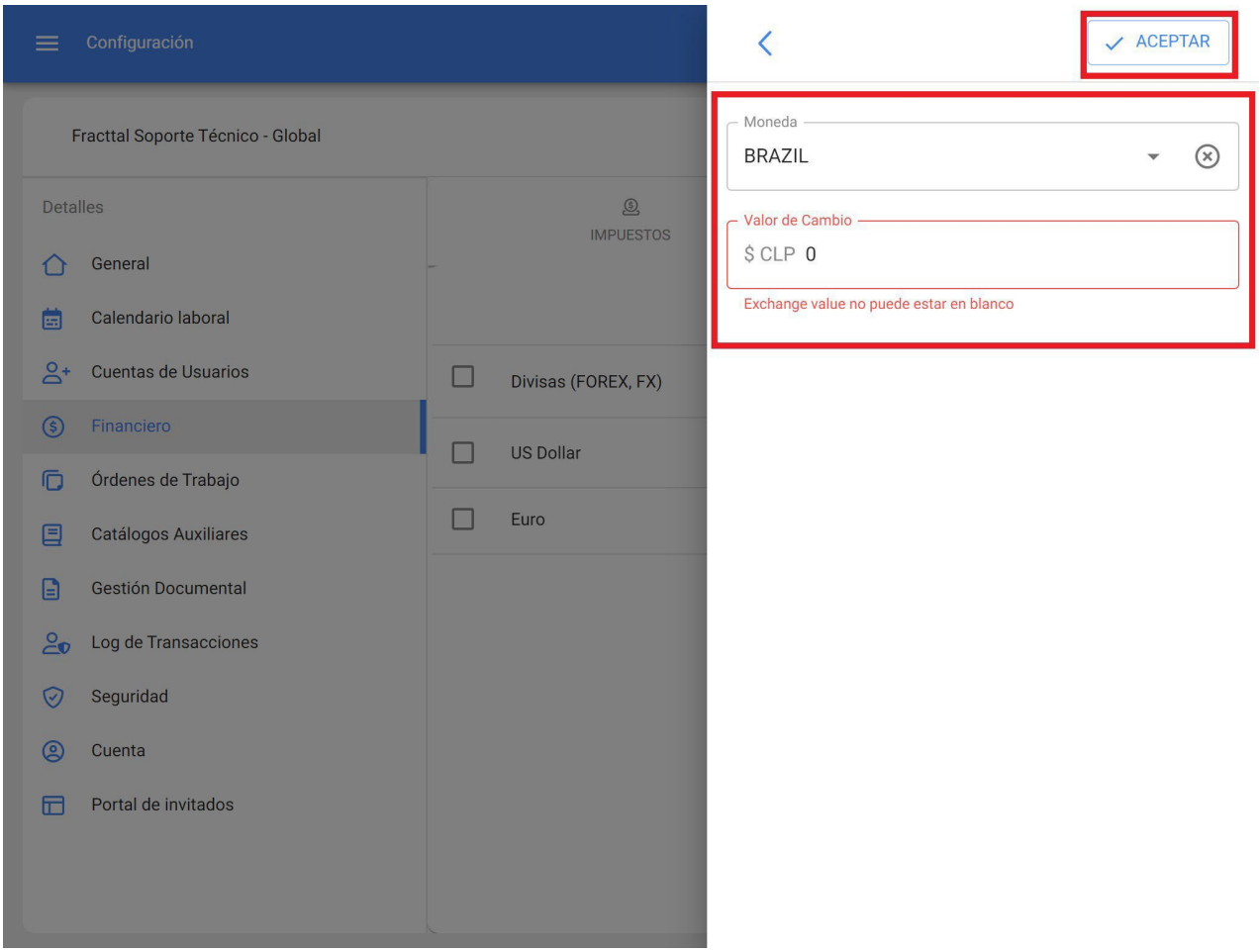


How to add a currency exchange?

To add a currency exchange, just click on the add symbol at the bottom right of the window.



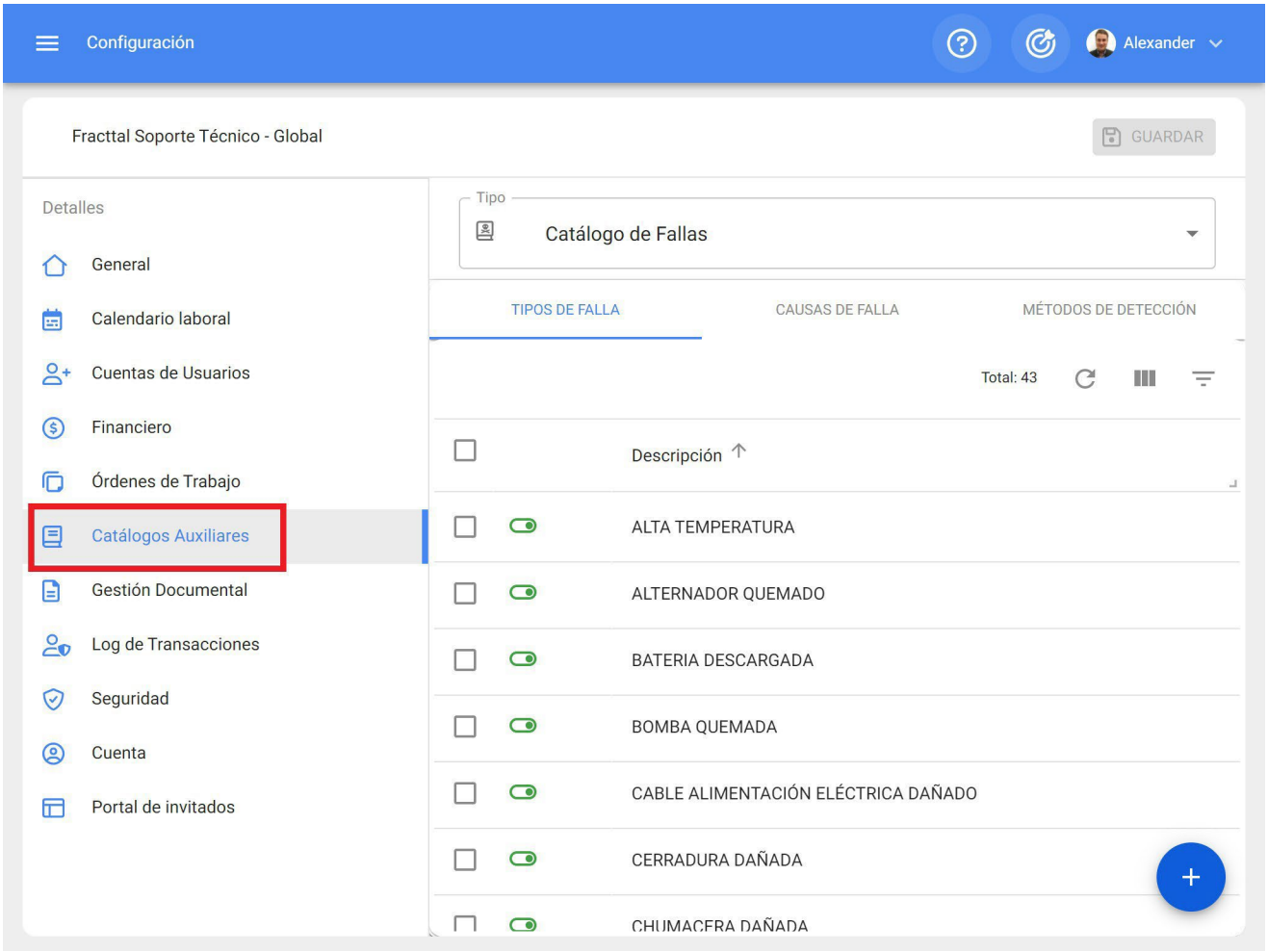
When you click, the system will display a new window where you will have to fill in the information corresponding to the currency exchange you wish to add (currency, exchange value) and finally click on the save button to generate the new currency exchange.


Configuración
ACEPTAR
Fracttal Soporte Técnico - Global
Moneda
BRAZIL
Valor de Cambio
$ CLP 0
Exchange value no puede estar en blanco
Detalles
IMPUESTOS
General
Calendario laboral
Cuentas de Usuarios
Financiero
Órdenes de Trabajo
Catálogos Auxiliares
Gestión Documental
Log de Transacciones
Seguridad
Cuenta
Portal de invitados
Divisas (FOREX, FX)
US Dollar
Euro

Auxiliary catalogs and their types

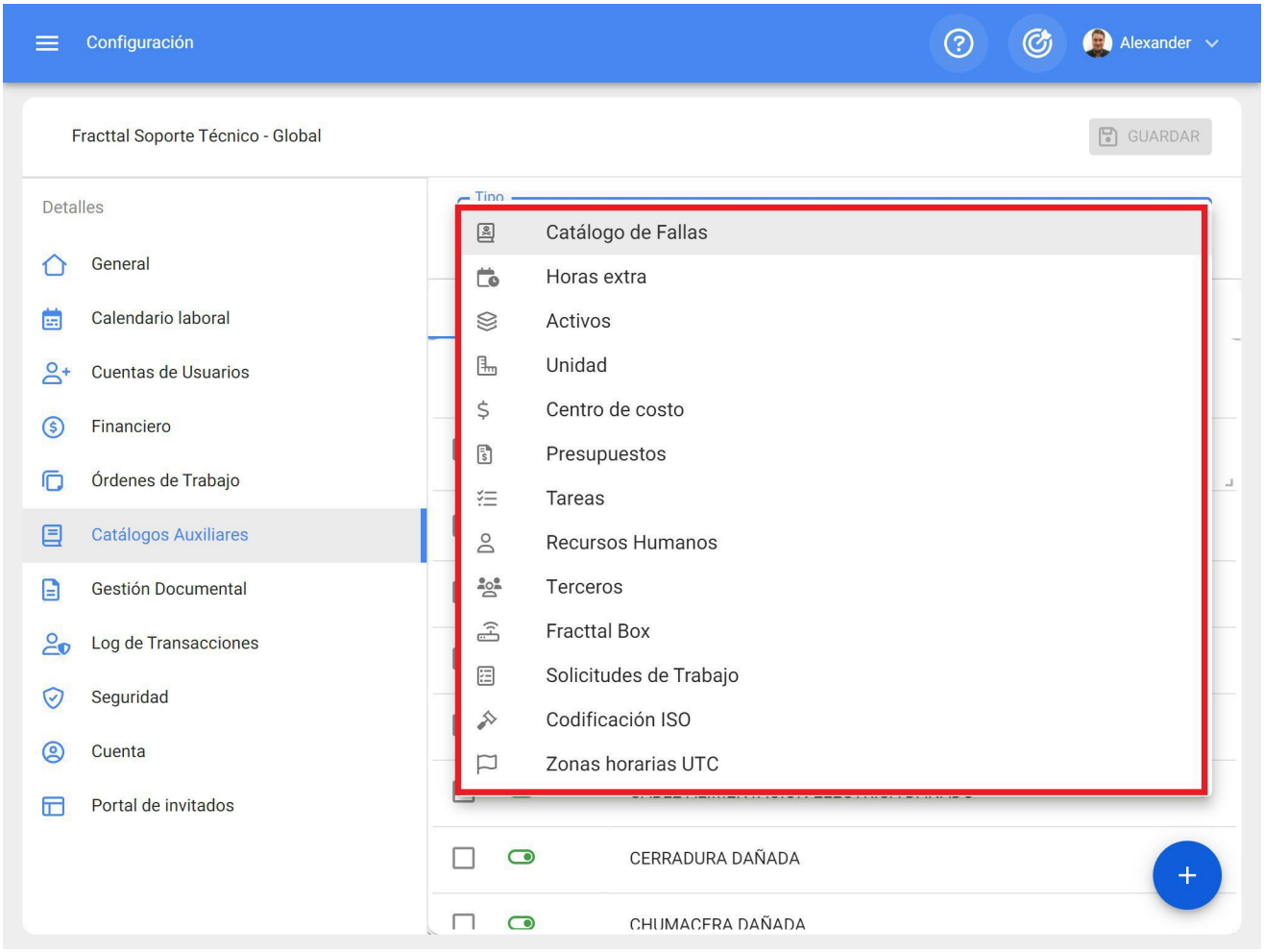
help.fracttal.com/en/articles/6014369-catalogs-auxiliaries-and-their-types

In this sub-module you will find a consolidated view of the different catalogs used in the platform, where you can also add, edit and directly disable each one of them according to the catalog they belong to.



Note: Catalogs are listed with predefined options for some processes within the platform, such as selection of fault types when completing a WO, types of assets by which they can be listed, units to define measurement methods, etc.

Types of auxiliary catalogs



The following is a description of each of the catalogs found in this sub-module:

- **Failure Catalog:** This catalog shows the types, causes and fault detection methods defined by each of the assets that make up your company.
- **Overtime:** Here you will be able to define the different factors by which overtime (in percentage) could be charged to the man-hours used in the execution of work management.
- **Assets:** This catalog shows the types and classifications that can be given to the different assets registered in the database.
- **Unit:** Catalog where you can define the measurement units associated with your assets and different meters registered in the database.
- **Cost Center:** Catalog with the different cost centers managed in the company.
- **Budget:** Catalog with the different budgets managed in the company.

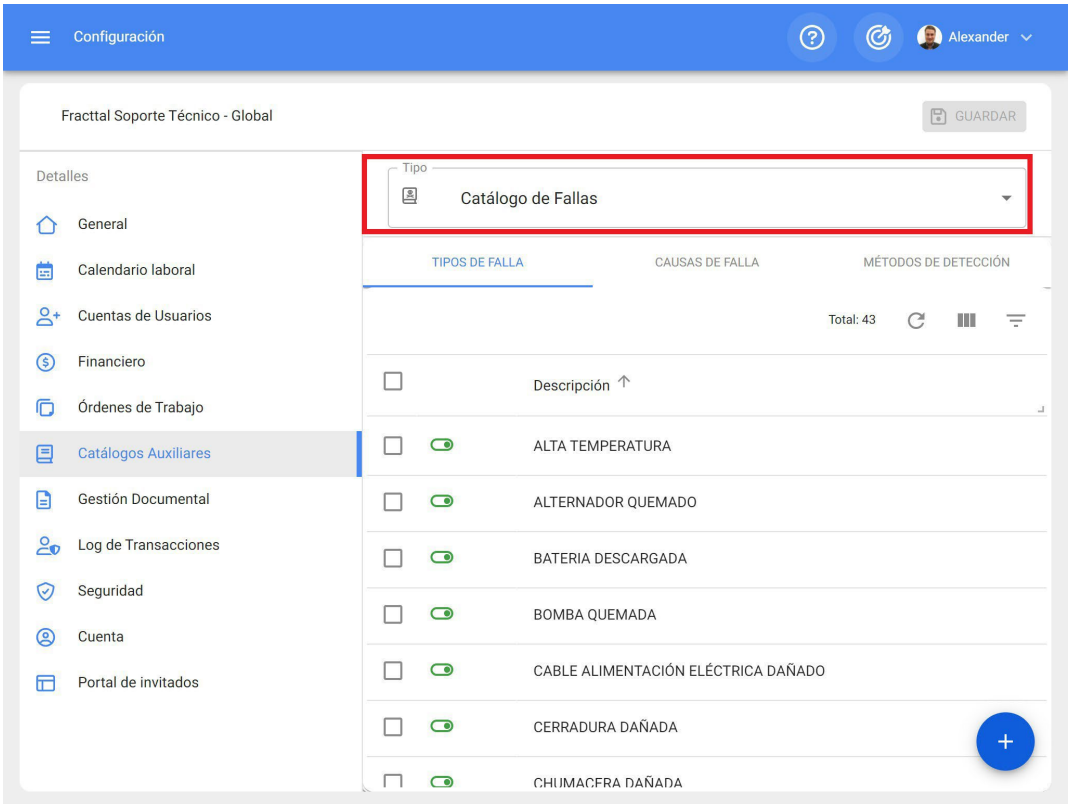
- **Work management:** This catalog shows the types and classifications that can be given to the work management associated with the assets registered in the base.
- **Third parties:** Catalog with the different classifications assigned to the third parties registered in the database.
- **Inhouse personnel:** This catalog shows the profiles and regular hourly values that can be assigned to the inhouse personnel registered in the database.
- **Fracttal Box:** Catalog with the different classifications that can be assigned to Fracttal Box (IoT) devices.
- **Work Requests:** This catalog shows the groups, classifications and keywords that can be used when registering a work request.
- **ISO Codification:** In this catalog ISO codes can be defined, together with their revision number, so that some printed documents of the platform can be visible, such as: Purchase Orders, TOs, Asset Catalogs, Work Management Plan.
- **UTC Time Zones:** Here you can define the UTC time zone in which your company works.

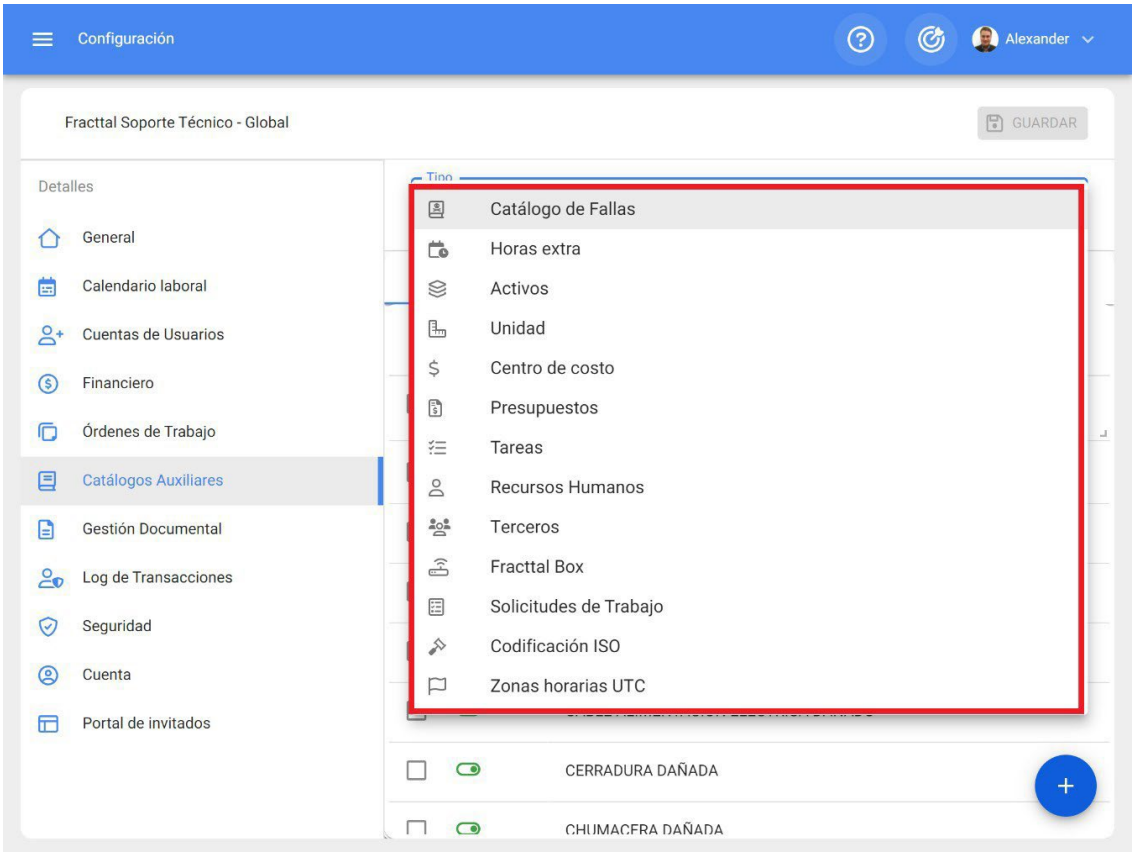
How to add, edit or delete a catalog?

help.fracttal.com/en/articles/6014379-how-to-add-edit-or-delete-a-catalog

How to add a catalog?

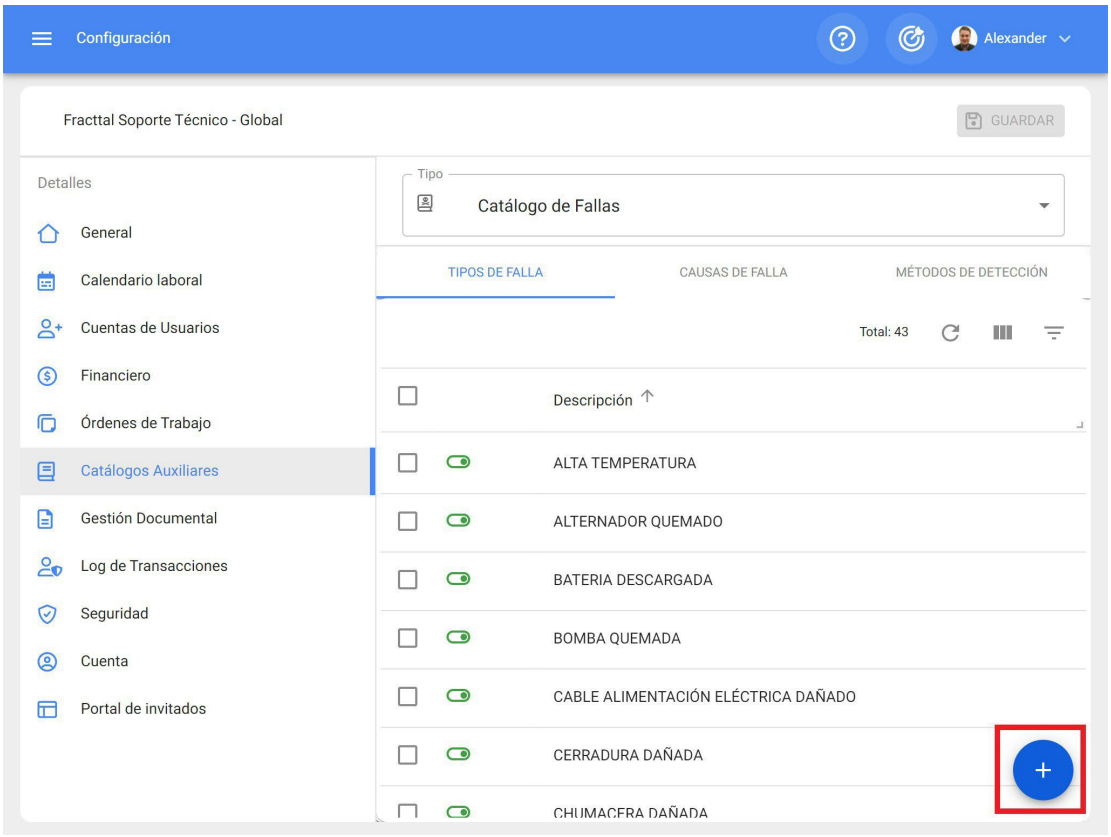
First you must select the catalog you want to work with by clicking on the catalog type menu.

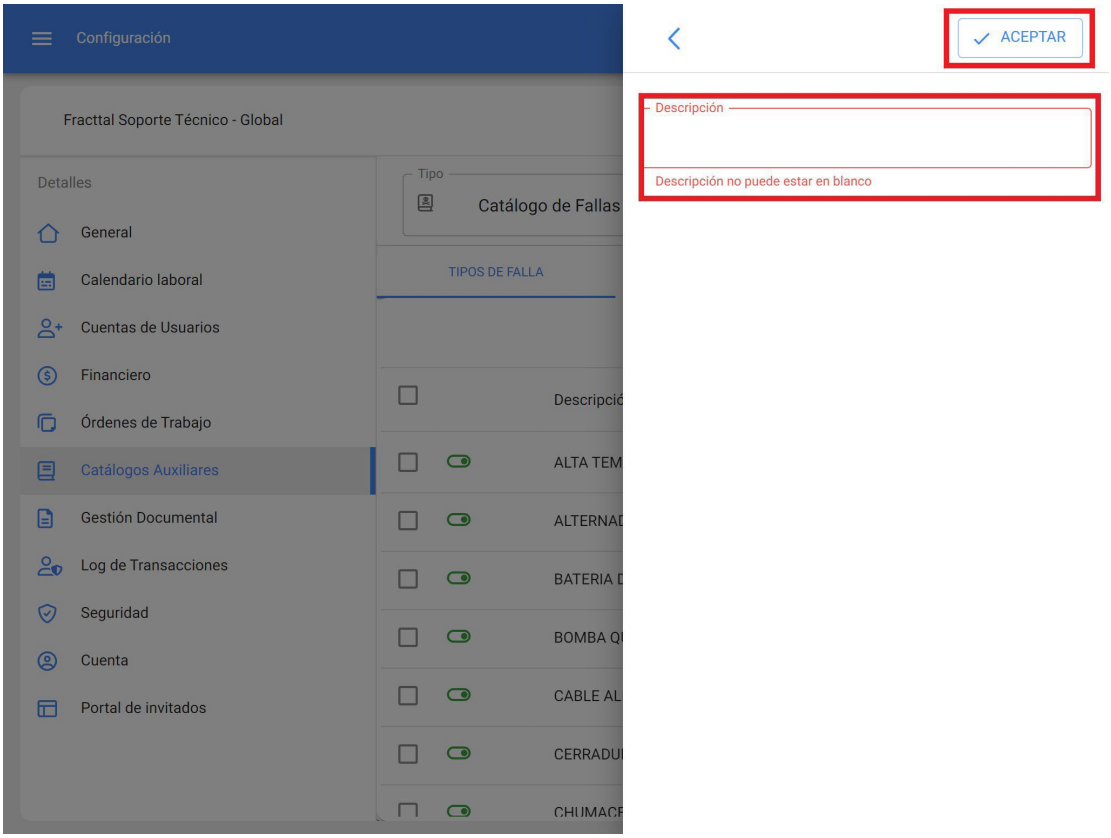




Then, click on the add symbol at the bottom right of the window, so that the system displays a window where the parameter to be added to the catalog must be added.

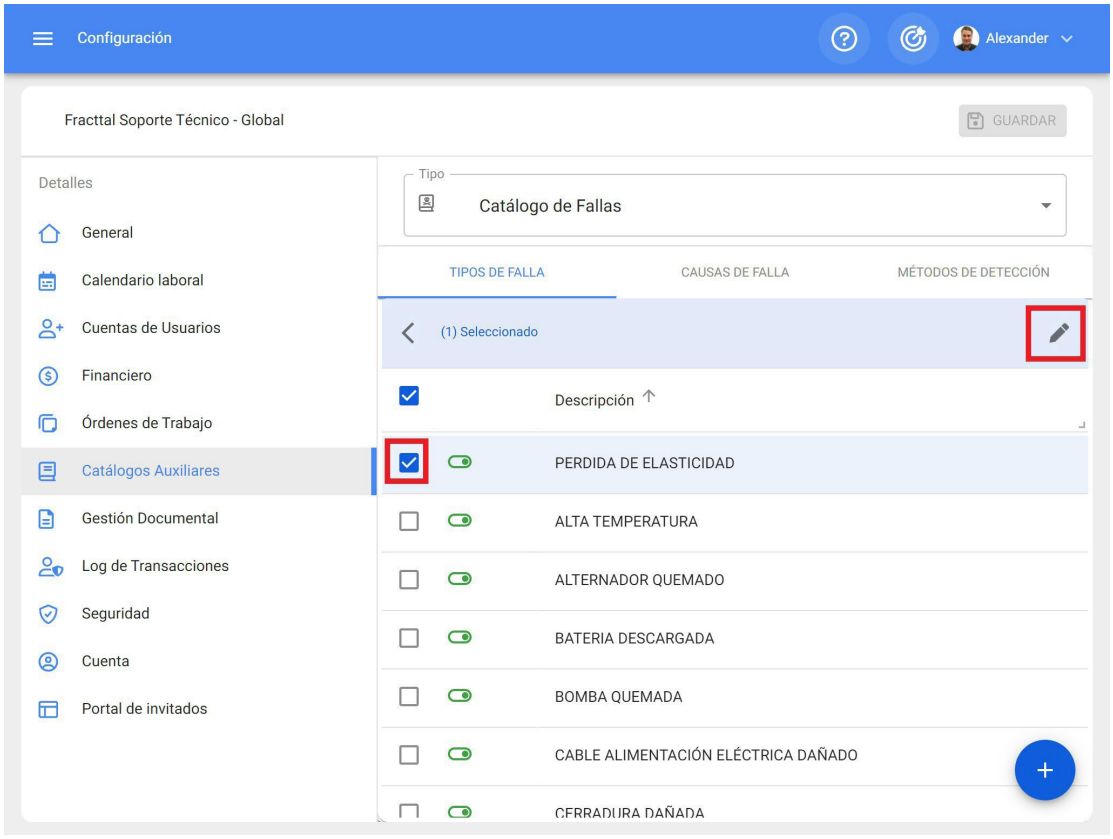
Finally, click on save to register the changes made.



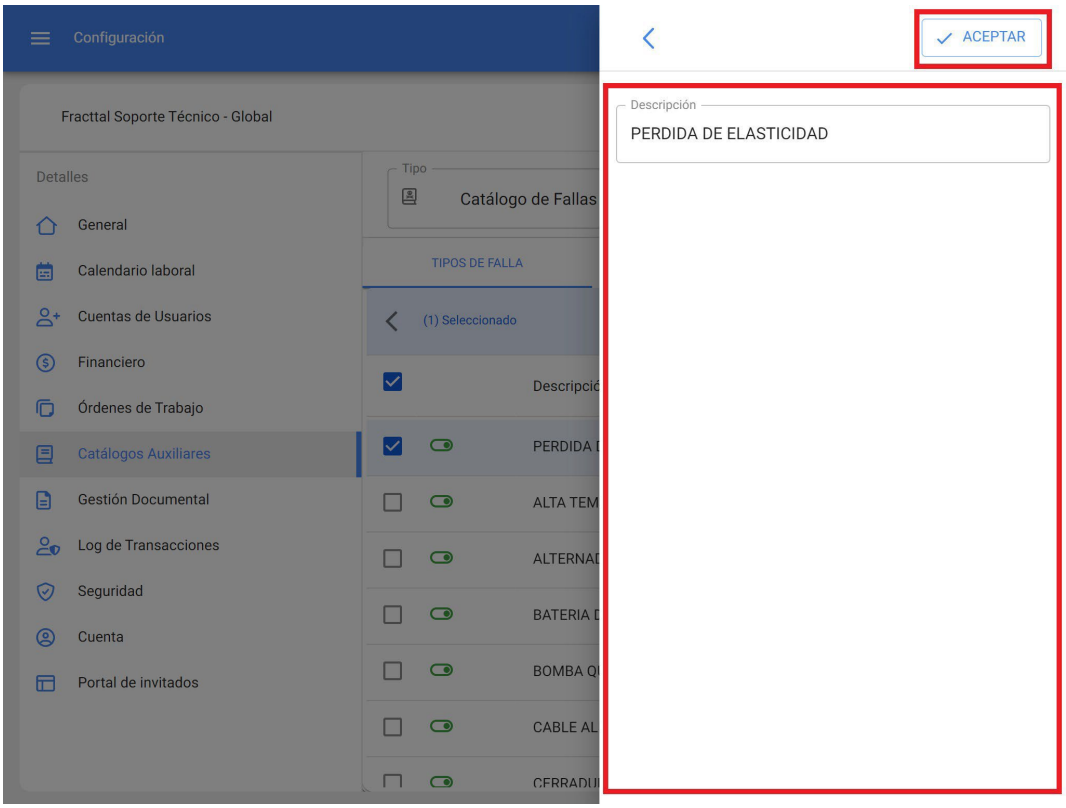


How to edit or delete a catalog?

Once you have selected the type of catalog you wish to work with, you must select the parameter to be modified so that the system displays the options to edit or delete as the case may be.

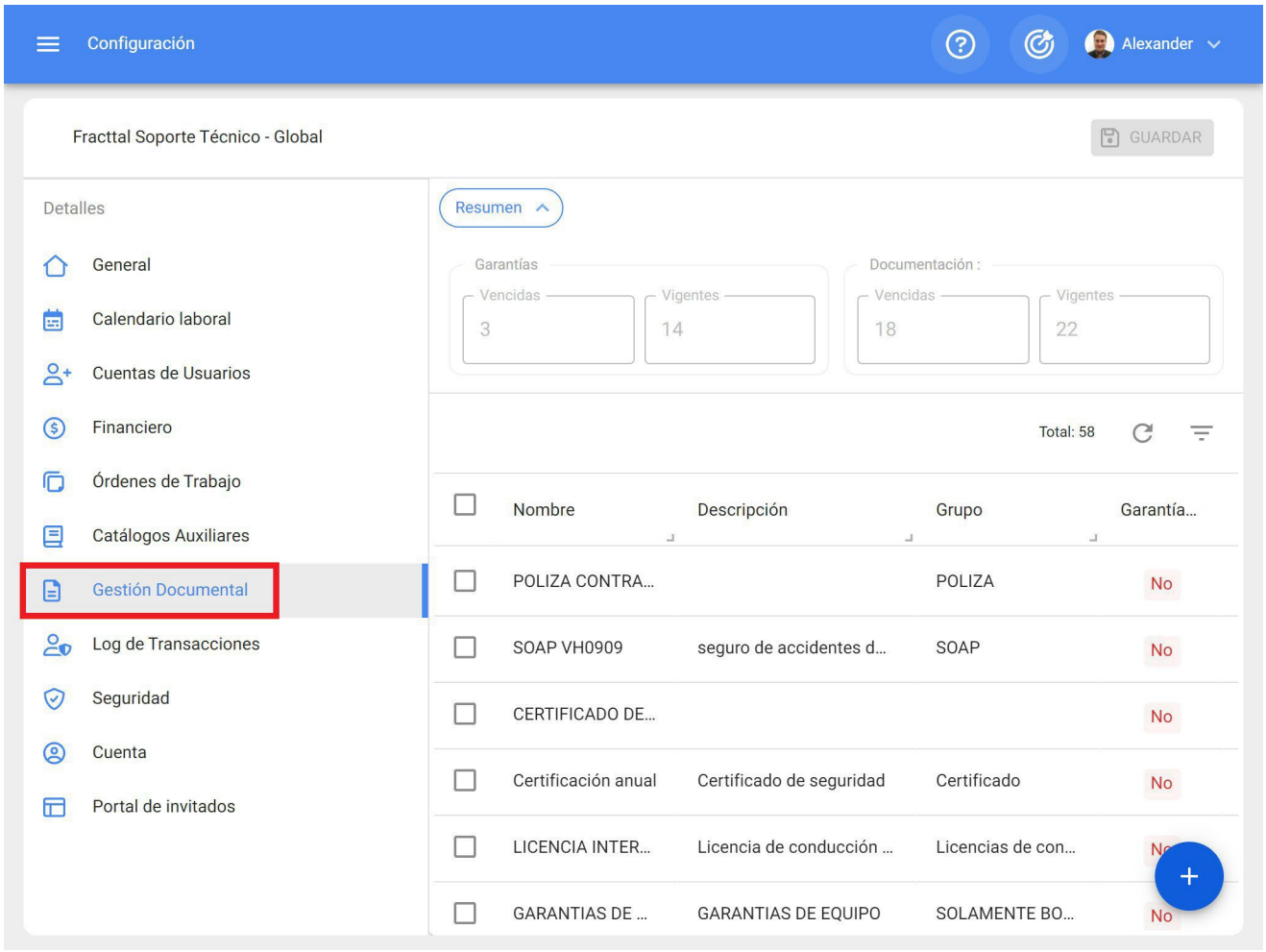


If the edit option is chosen, the system will display a new window where the different editions to the catalog can be made. Finally, click on save to register the edits made.


Configuración
Fracttal Soporte Técnico - Global
Detalles
General
Calendario laboral
Cuentas de Usuarios
Financiero
Órdenes de Trabajo
Catálogos Auxiliares
Gestión Documental
Log de Transacciones
Seguridad
Cuenta
Portal de invitados
Tipo
Catálogo de Fallas
TIPOS DE FALLA
(1) Seleccionado
ACEPTAR
Descripción
PERDIDA DE ELASTICIDAD

Document management : Fracttal One

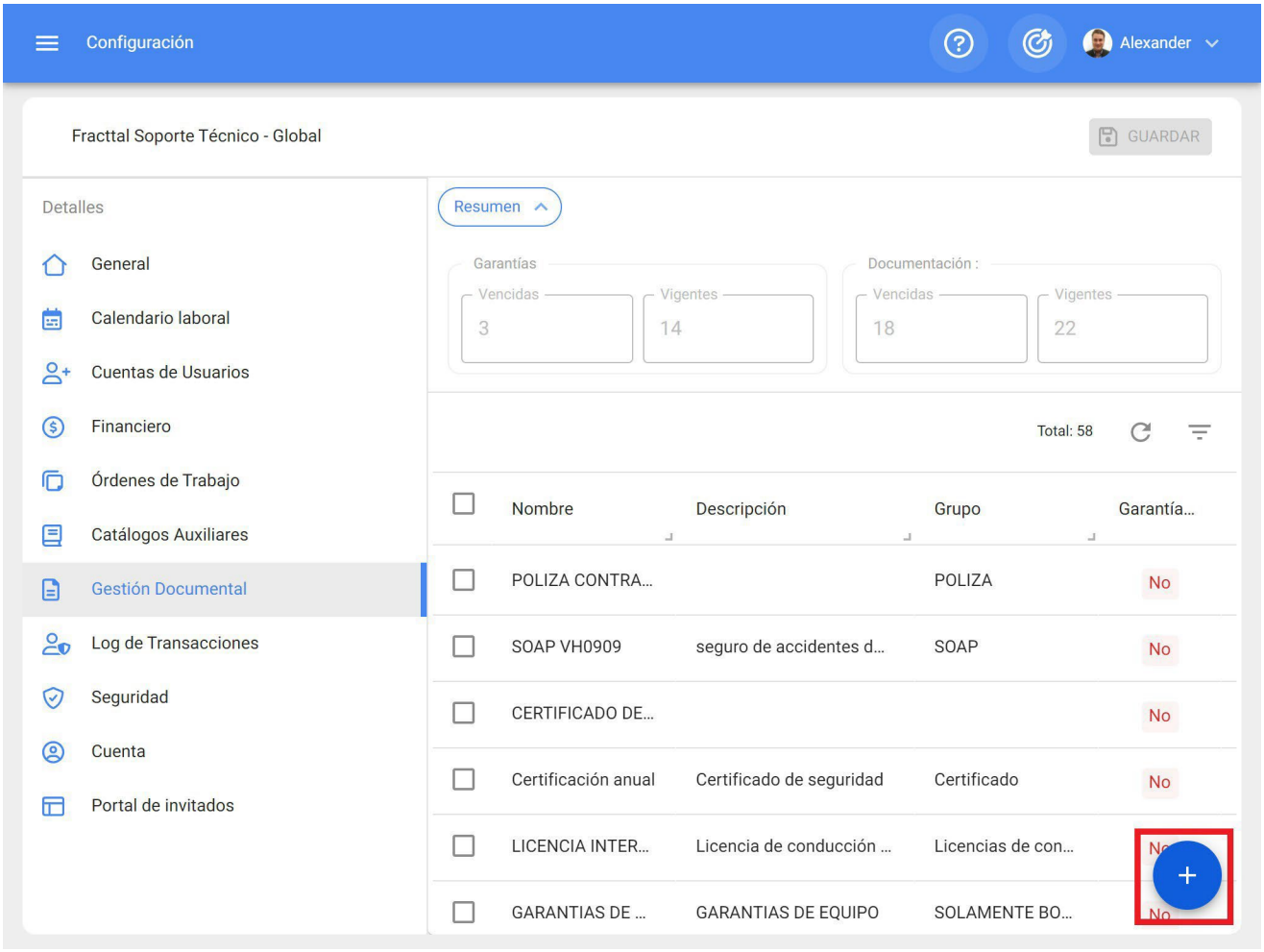
help.fracttal.com/en/articles/6014400-document-management



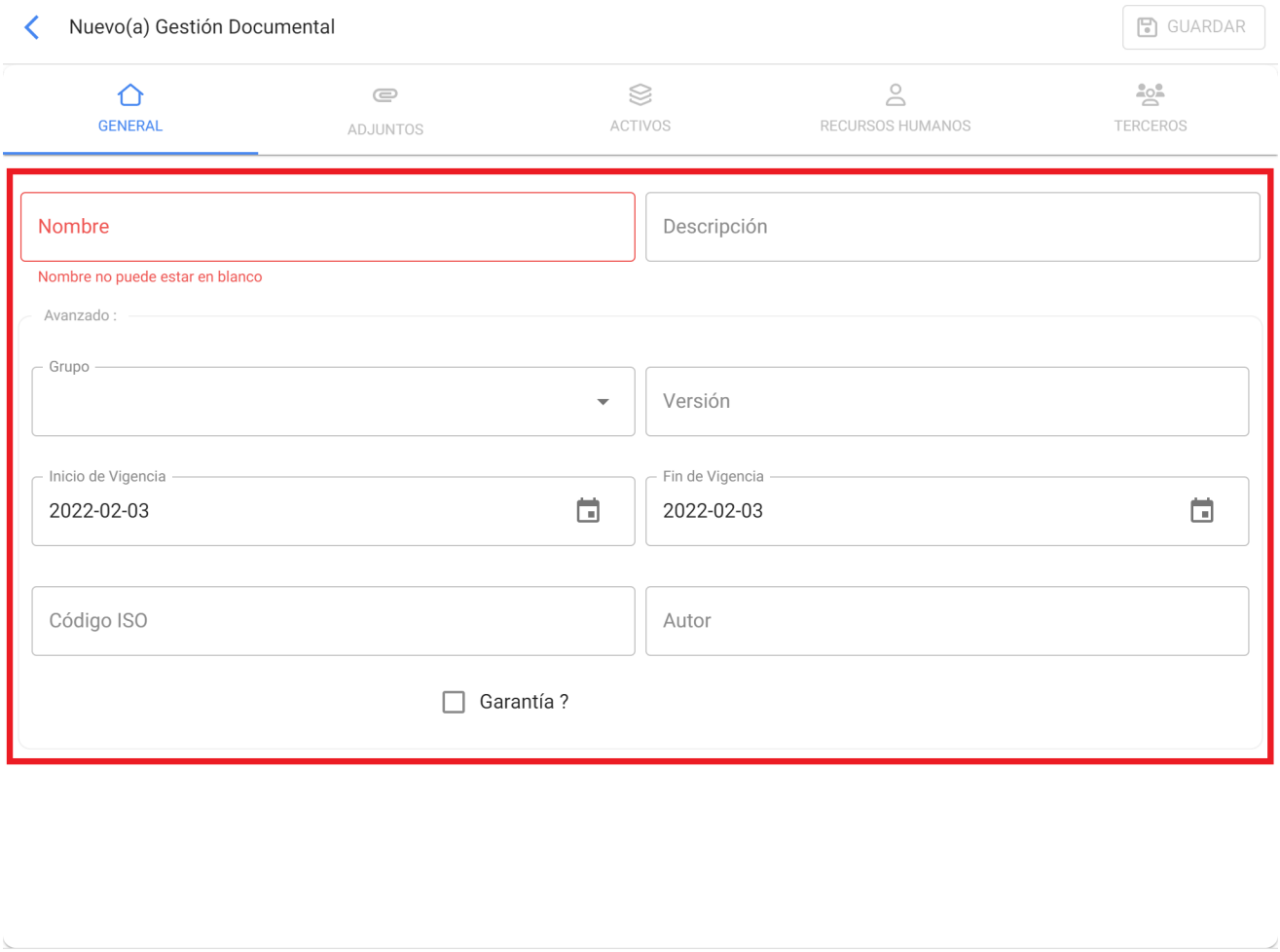
In this sub-module you will find a consolidated view of all the documents or guarantees registered in other modules of the platform. Additionally, assets, inhouse personnel and third parties can be added, edited and linked to each of the documents and/or guarantees registered in the platform's document management modules.

How to add a guarantee or document?

To add a new warranty or document from the document management sub-module, just click on the add symbol at the bottom right of the platform.



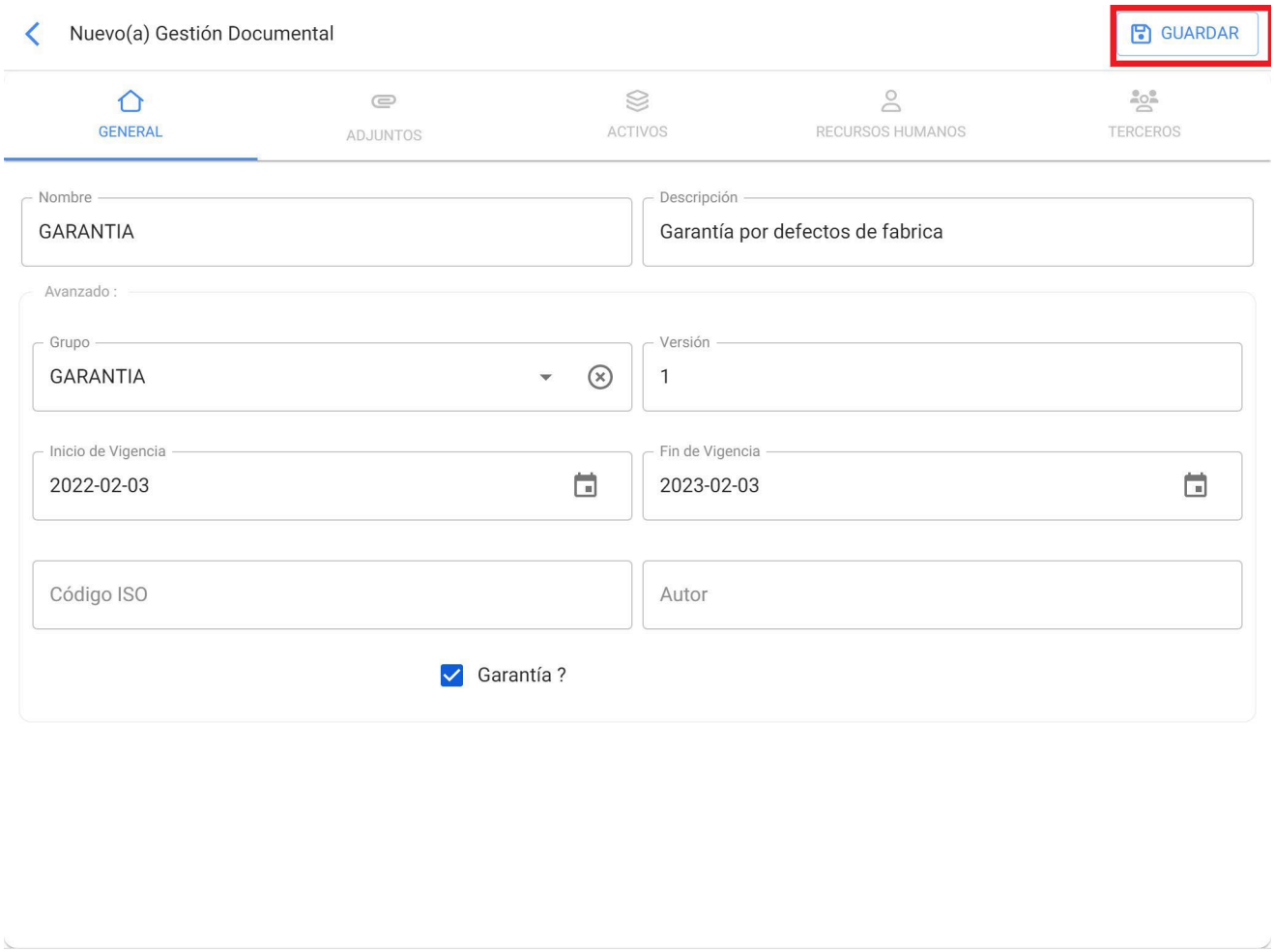
Then, when you click on it, the system will open a new window where you can add the general information corresponding to the document management you wish to register.



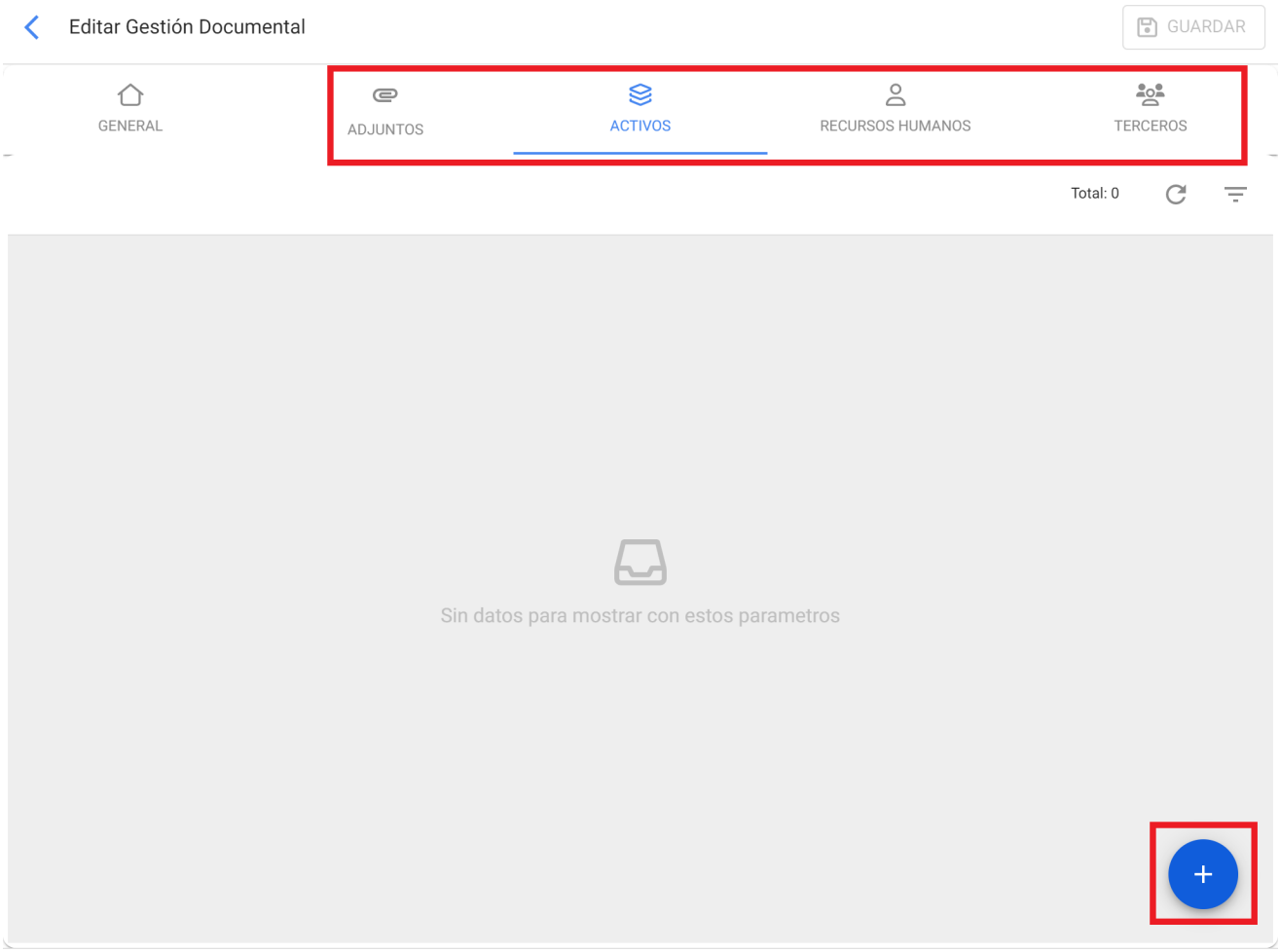
Where the information requested is as follows:

- **Name:** Name to be given to the document or guarantee to be registered.
- **Description:** Description of the document or guarantee to which reference is made.
- **Group:** List of groups to which the document or warranty may belong. **Version:**
- Version number of the document or warranty in question.
- **Dates:** Start and end dates corresponding to the validity of the document or guarantee in question.
- **ISO Code:** ISO code to which the document or warranty belongs.
- **Author:** Author of the document or guarantee.
- **Warranty:** When this box is triggered, the system recognizes that the document management to be registered is a warranty. Otherwise, the system will take it as a document.

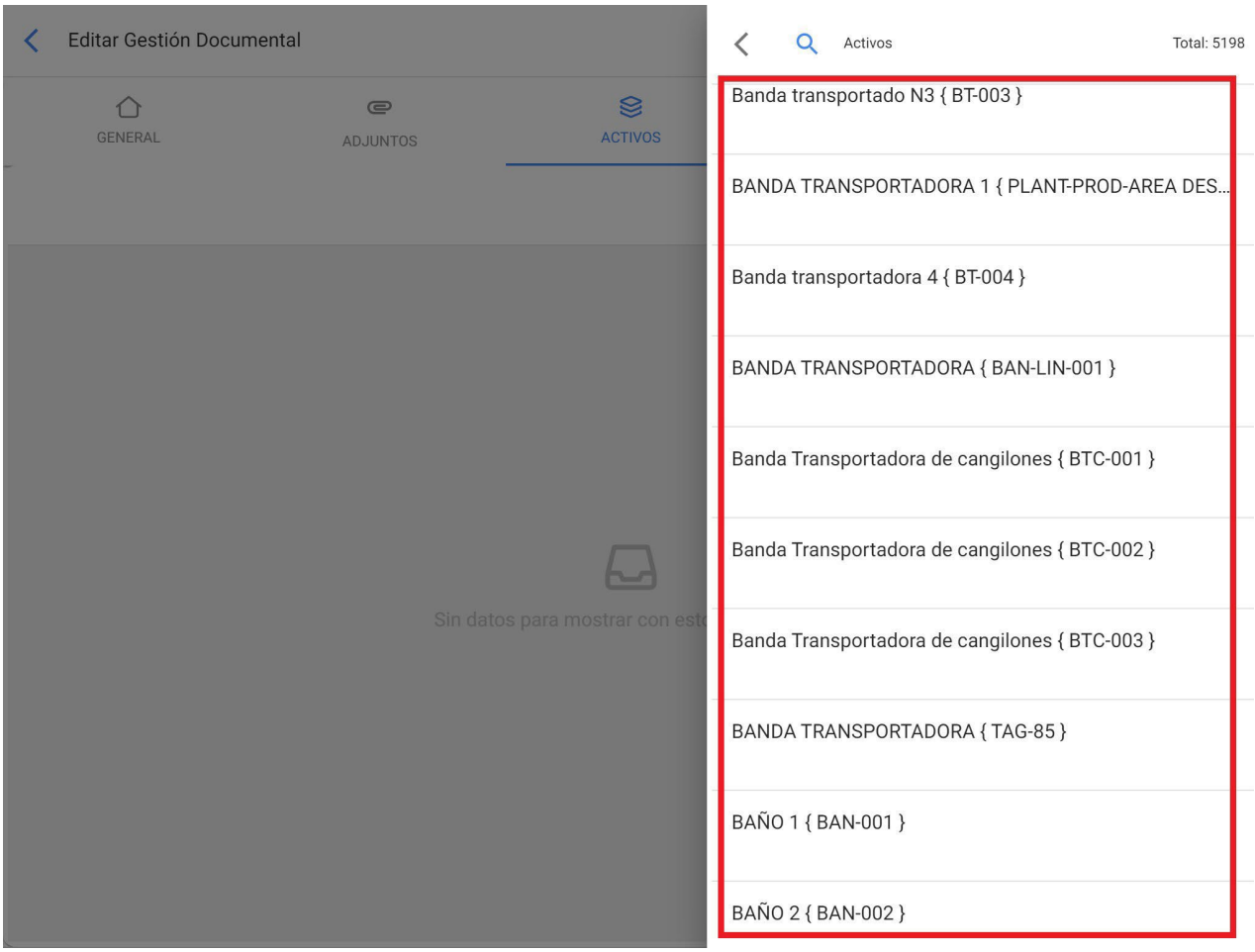
Once you have entered all the information, click on save.

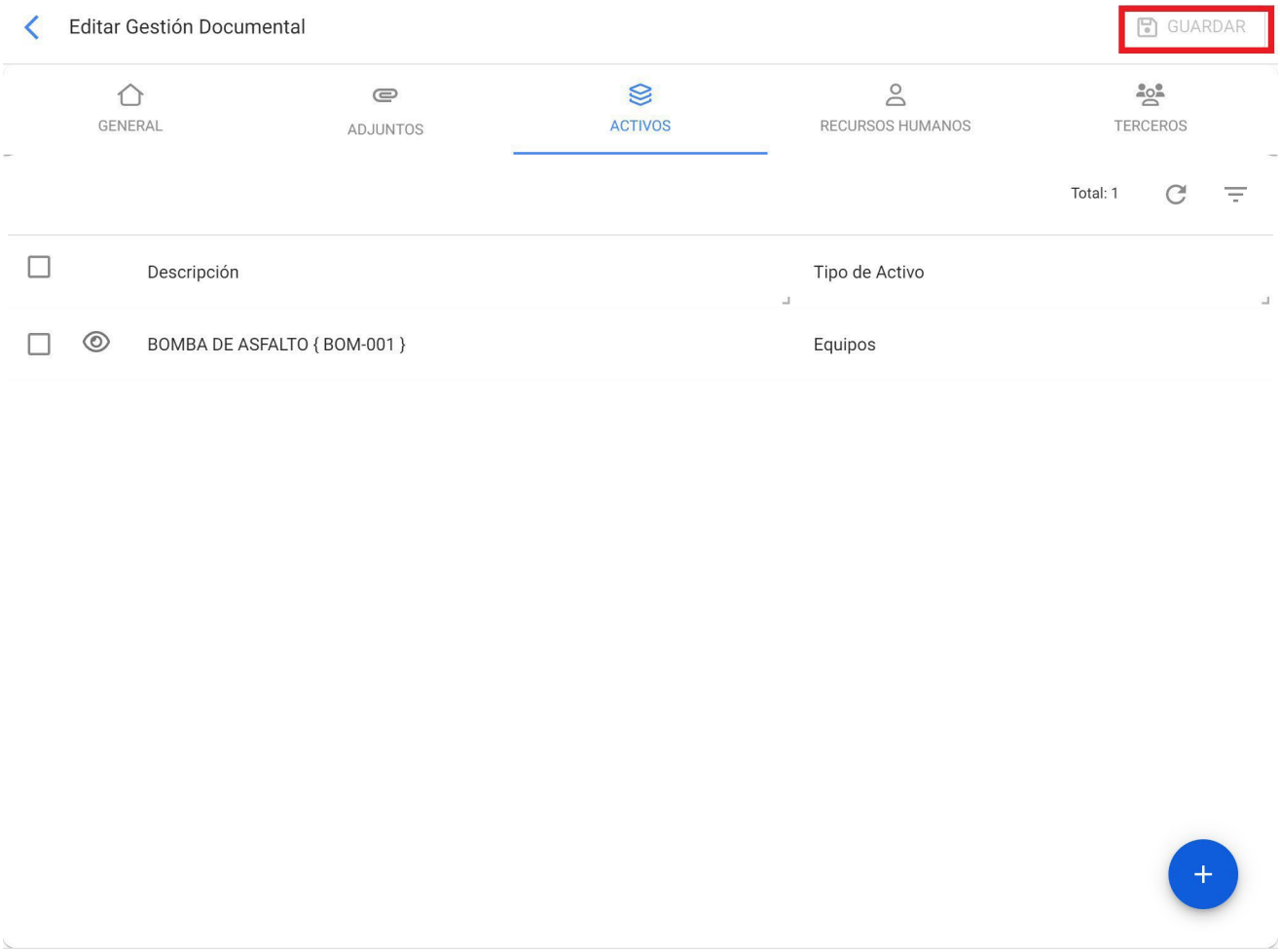


When saving the document or guarantee, it must be linked either to the asset, third party or human resource as appropriate (attachments can also be added). To do this, just click on the corresponding tab and then click on the add symbol at the bottom right of the window.



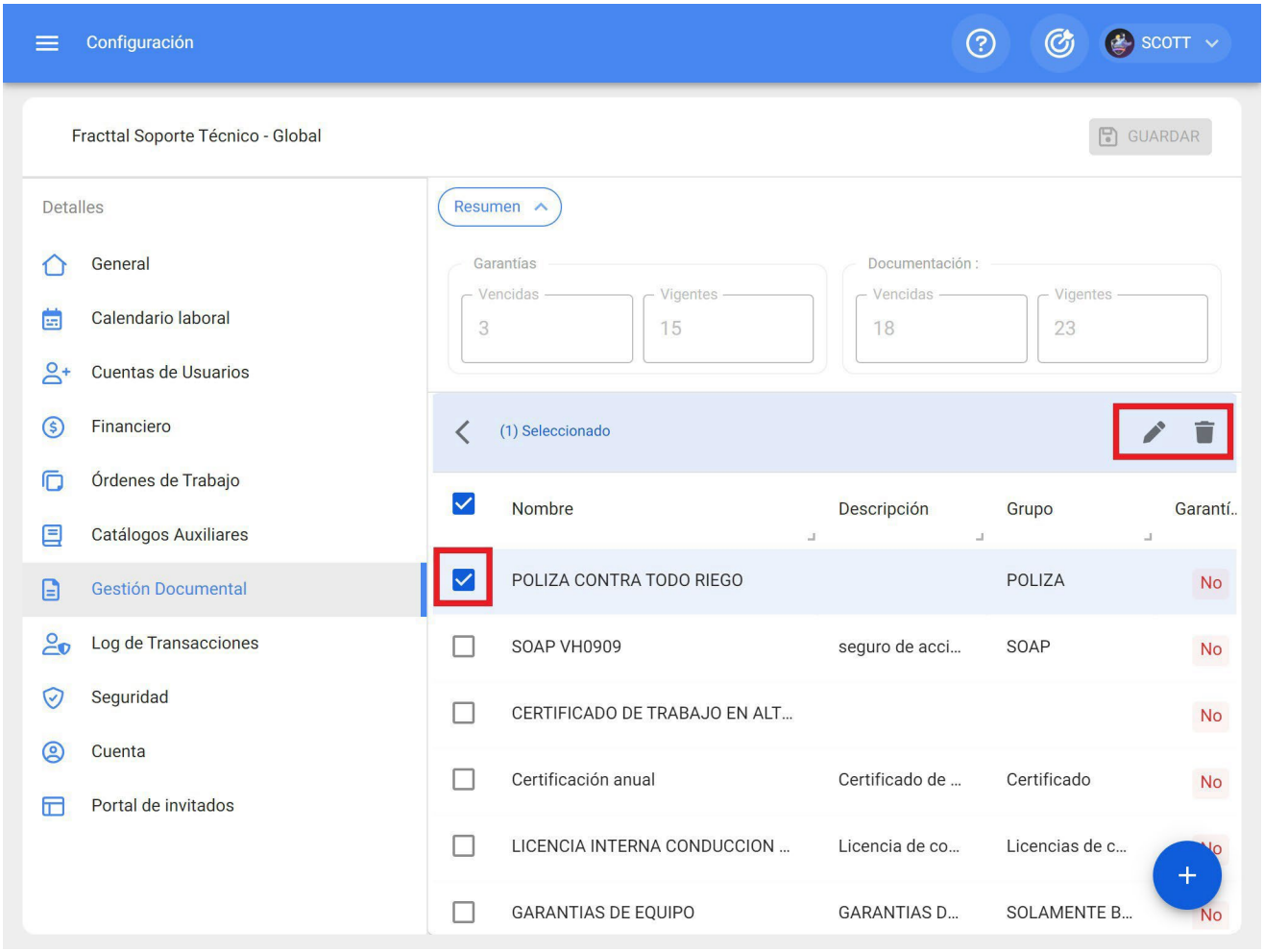
Then, the system will open a new window with the list of assets, inhouse personnel or third parties available to be linked to the document management. Then, you only have to select and link the document management, and finally click on save.


Editar Gestión Documental
GENERAL
ADJUNTOS
ACTIVOS
Sin datos para mostrar con esto
Activos
Total: 5198
Banda transportado N3 { BT-003 }
BANDA TRANSPORTADORA 1 { PLANT-PROD-AREA DES...
Banda transportadora 4 { BT-004 }
BANDA TRANSPORTADORA { BAN-LIN-001 }
Banda Transportadora de cangilones { BTC-001 }
Banda Transportadora de cangilones { BTC-002 }
Banda Transportadora de cangilones { BTC-003 }
BANDA TRANSPORTADORA { TAG-85 }
BAÑO 1 { BAN-001 }
BAÑO 2 { BAN-002 }

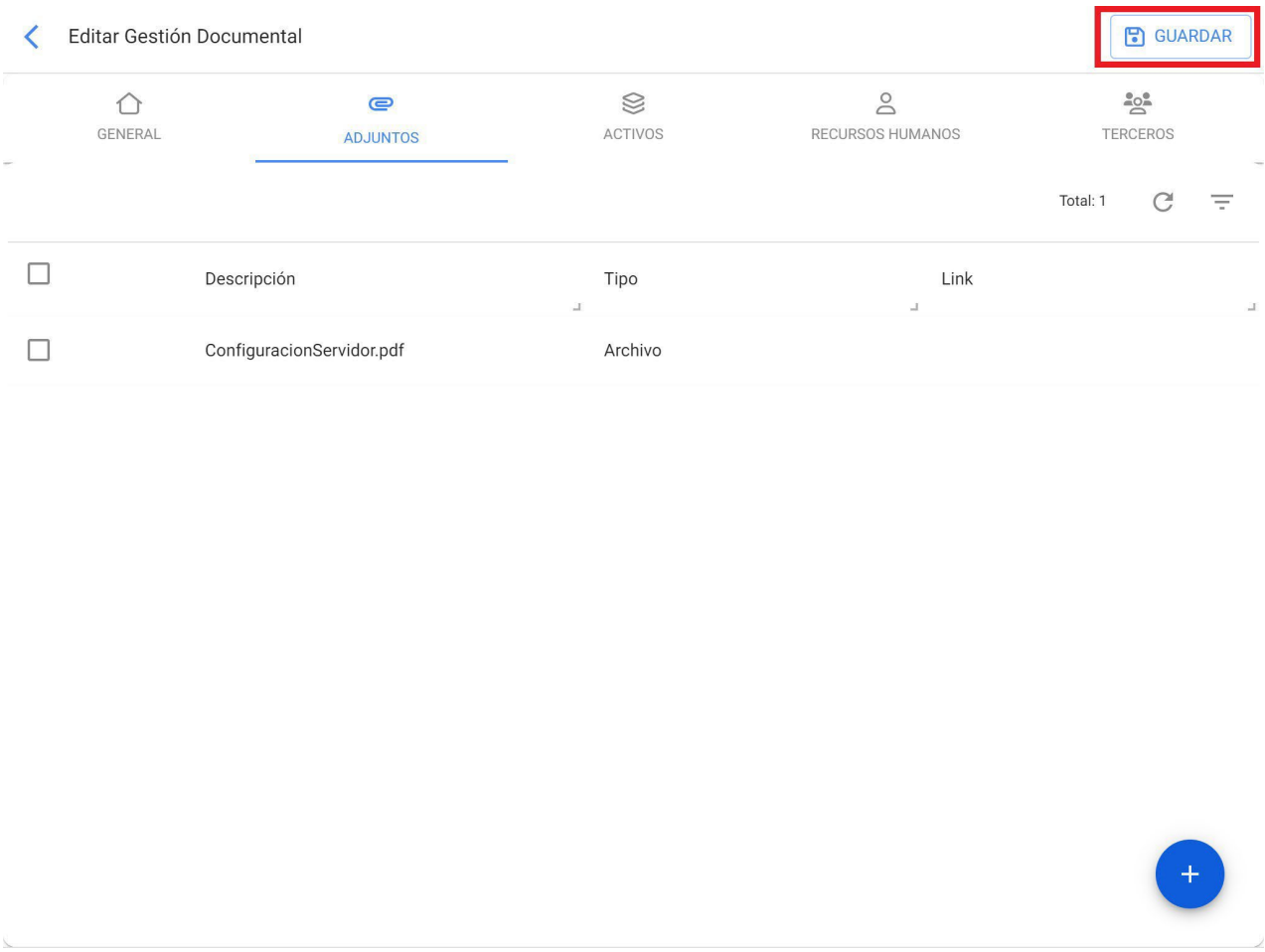


How to edit a warranty or document?

To edit a document management system, just select the warranty or document in question and the system will show you the options to edit or delete it.



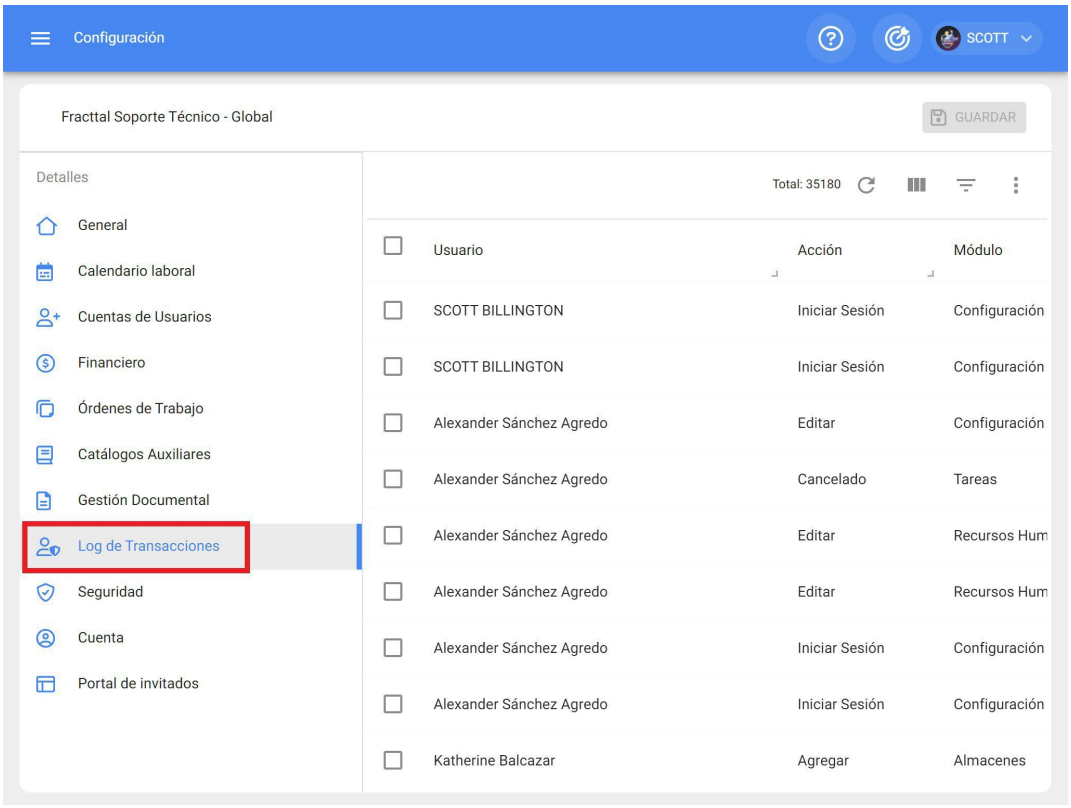
If you click on the edit option, the system will show you a new window where you can make all the corresponding edits. Remember that after making the changes you must click on save.


Editar Gestión Documental
GUARDAR
GENERAL
ADJUNTOS
ACTIVOS
RECURSOS HUMANOS
TERCEROS
Total: 1
Descripción
Tipo
Link
ConfiguracionServidor.pdf
Archivo

Fracttal One transaction log

help.fracttal.com/en/articles/6014417-log-of-transactions

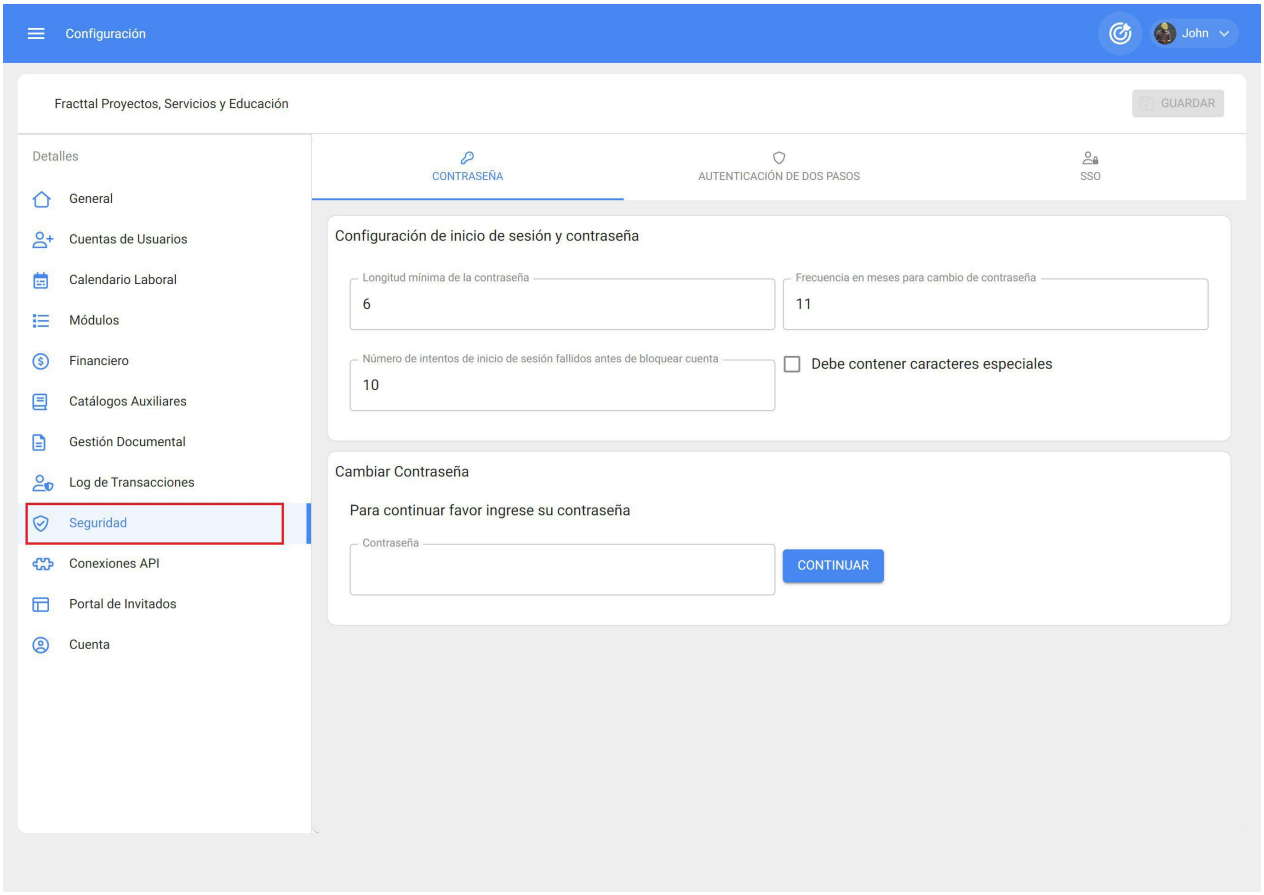
This sub-module contains a consolidated view of all transactions performed in each of the platform's modules, according to the date and IP address used by the users that make use of the tool, in order to have an internal traceability of the actions performed by each of the users within the base.



Security | Fracttal One

help.fracttal.com/en/articles/6014424-security

In this sub-module you can configure and establish certain settings for user access to the platform, as well as obtain the connection keys for the APIs.



These parameters and settings are made up of the following tabs: Password

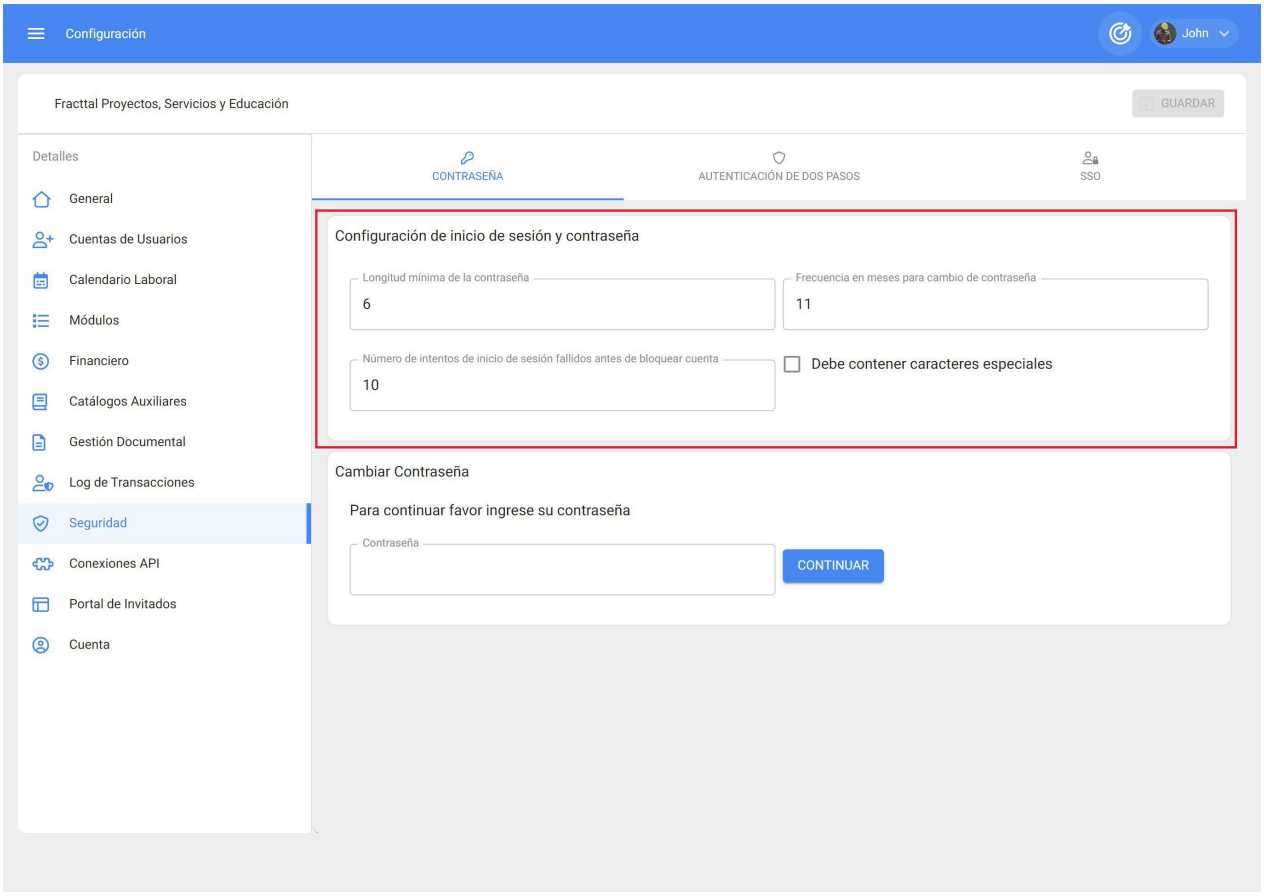
- Two-step authentication API
- connection
- SSO

Passwords

In this tab you can set the settings for access passwords and logins to the platform, by means of the following parameters:

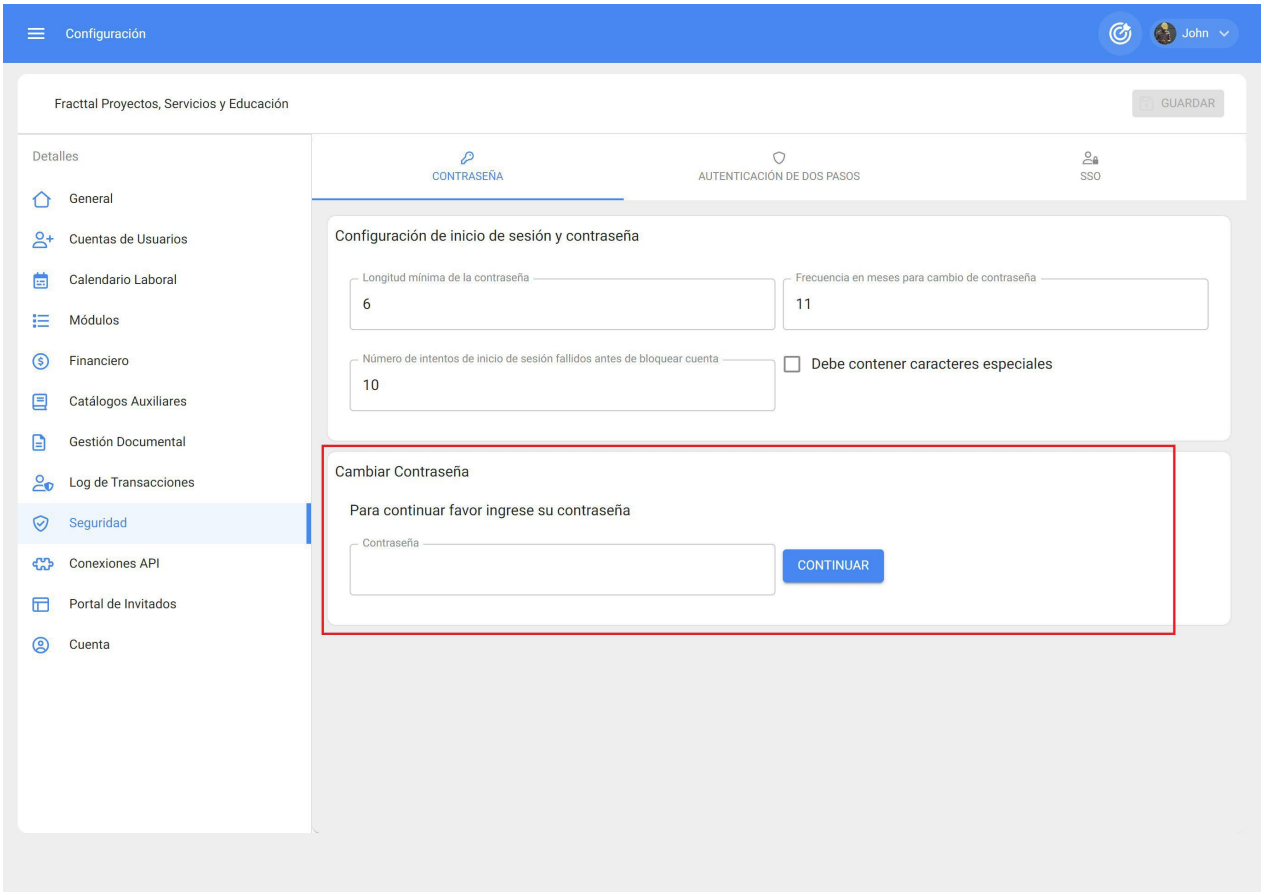
- Minimum password length
- Frequency in months for password change

- Number of failed login attempts before locking account Must contain special
- characters



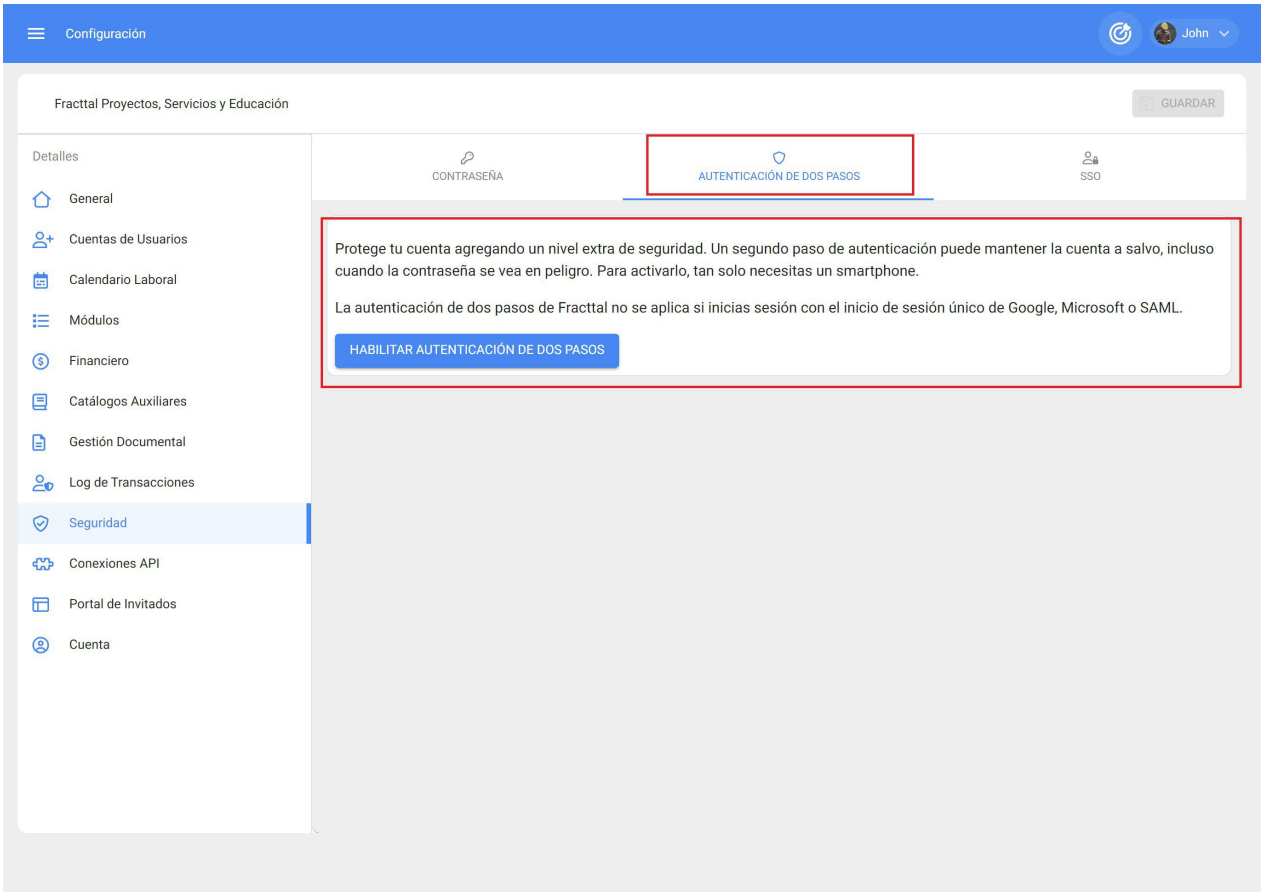
Note: The above options will depend on the type of plan or addons that have been contracted.

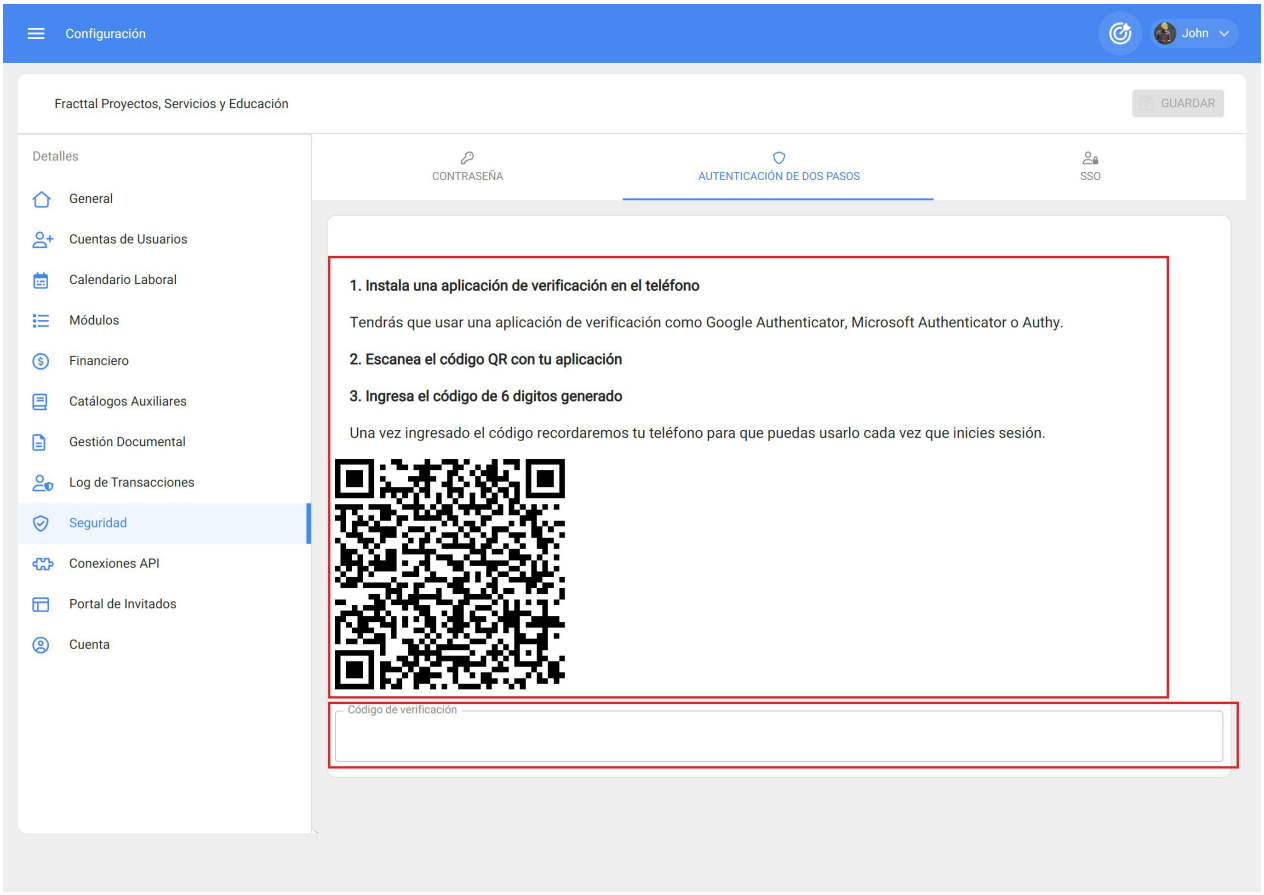
Additionally, there is a section that allows users to update their passwords to access the platform.



Two-step authentication

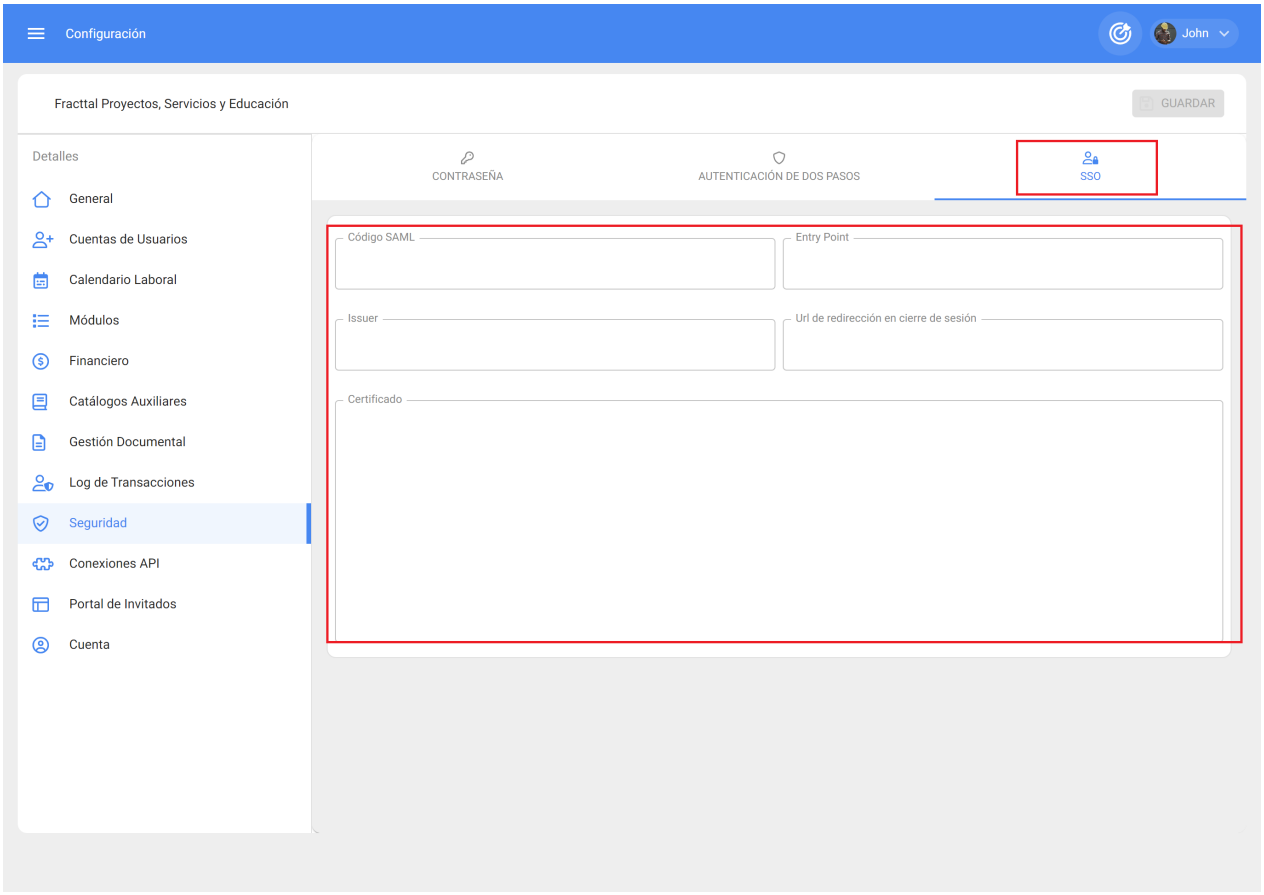
In this tab you can establish a double-pass settings, by reading a QR code that must be verified with applications such as Google, Authenticator, Microsoft Authenticator or Authy from a smartphone, thus achieving an extra level of security in accessing the platform.


Configuración
John
Fracttal Proyectos, Servicios y Educación
GUARDAR
Detalles
General
Cuentas de Usuarios
Calendario Laboral
Módulos
Financiero
Catálogos Auxiliares
Gestión Documental
Log de Transacciones
Seguridad
Conexiones API
Portal de Invitados
Cuenta
CONTRASEÑA
AUTENTICACIÓN DE DOS PASOS
SSO
Protege tu cuenta agregando un nivel extra de seguridad. Un segundo paso de autenticación puede mantener la cuenta a salvo, incluso cuando la contraseña se vea en peligro. Para activarlo, tan solo necesitas un smartphone.
La autenticación de dos pasos de Fracttal no se aplica si inicias sesión con el inicio de sesión único de Google, Microsoft o SAML.
HABILITAR AUTENTICACIÓN DE DOS PASOS


Configuración
John
Fracttal Proyectos, Servicios y Educación
GUARDAR
Detalles
General
Cuentas de Usuarios
Calendario Laboral
Módulos
Financiero
Catálogos Auxiliares
Gestión Documental
Log de Transacciones
Seguridad
Conexiones API
Portal de Invitados
Cuenta
CONTRASEÑA
AUTENTICACIÓN DE DOS PASOS
SSO
1. Instala una aplicación de verificación en el teléfono
Tendrás que usar una aplicación de verificación como Google Authenticator, Microsoft Authenticator o Authy.
2. Escanea el código QR con tu aplicación
3. Ingresa el código de 6 digitos generado
Una vez ingresado el código recordaremos tu teléfono para que puedas usarlo cada vez que inicies sesión.
Código de verificación

SSO

In this tab you can set parameters to authenticate access to the platform by means other than the default ones (Google and Microsoft accounts).



SAML (Security Assertion Markup Language) is a standard that enables the exchange of information for single sign-on (authentication and authorization) or SSO between different parties (applications). The participants in this authentication are the identity provider and the service provider. The service provider is the entity that grants a user permission or access to a resource.

Fracttal acts as the service provider. The identity provider is the entity that has the infrastructure necessary for user authentication. In this case, the identity provider is the application that registers the users and controls their access. Some examples of applications that can be identity providers are Active Directory, Okta, among others.

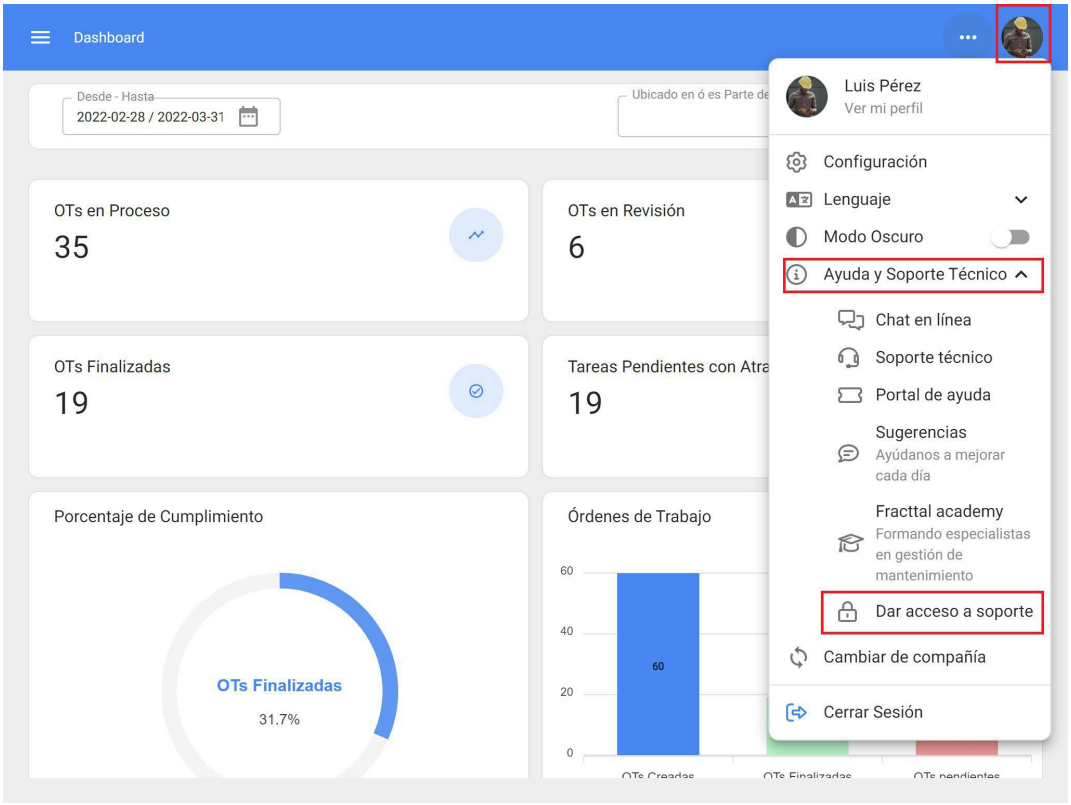
Give access to Fracttal One support

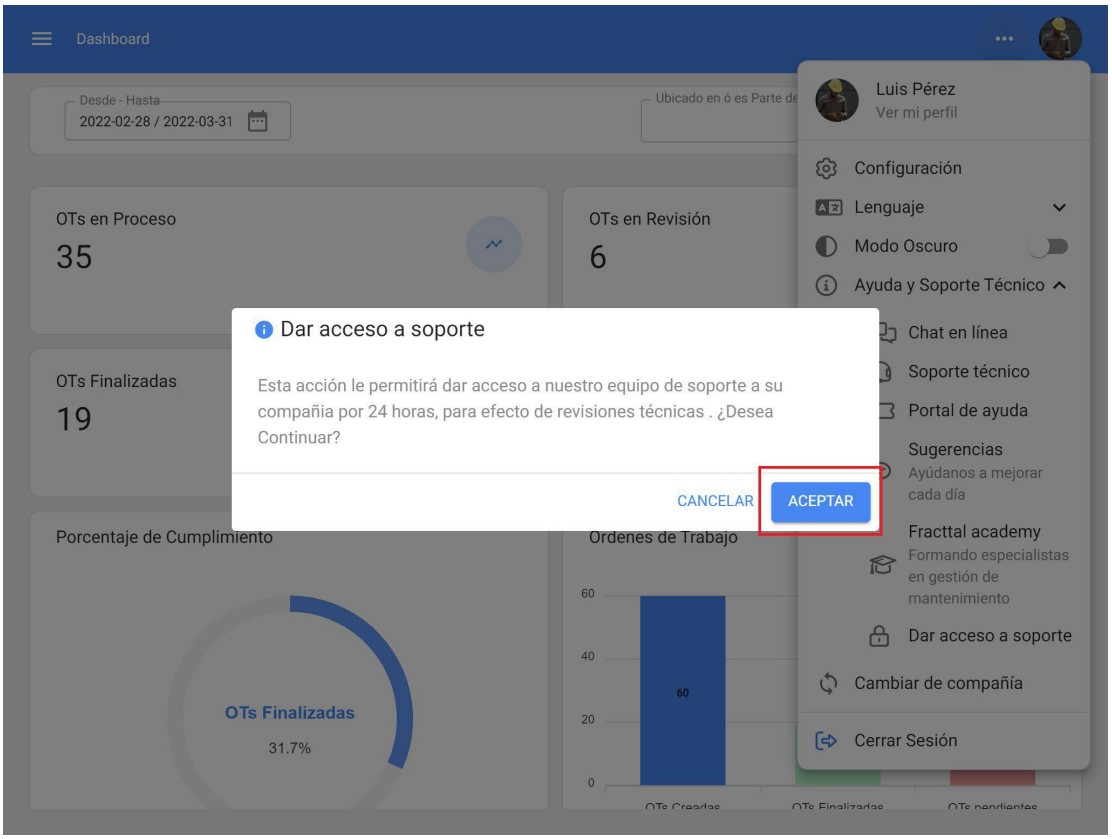
help.fracttal.com/en/articles/6105385-giving-access-to-support

At Fracttal we take care of our users' data, that is why we have developed the new functionality to provide access to support from the platform.

With this, every time our support team needs to perform a technical review within a user's base or company, they will request the release of support access to their base.

To grant access to our support team, simply enter the options menu, go to the '*Help & Support*' submenu and choose the *'Grant Access to Support'* option:



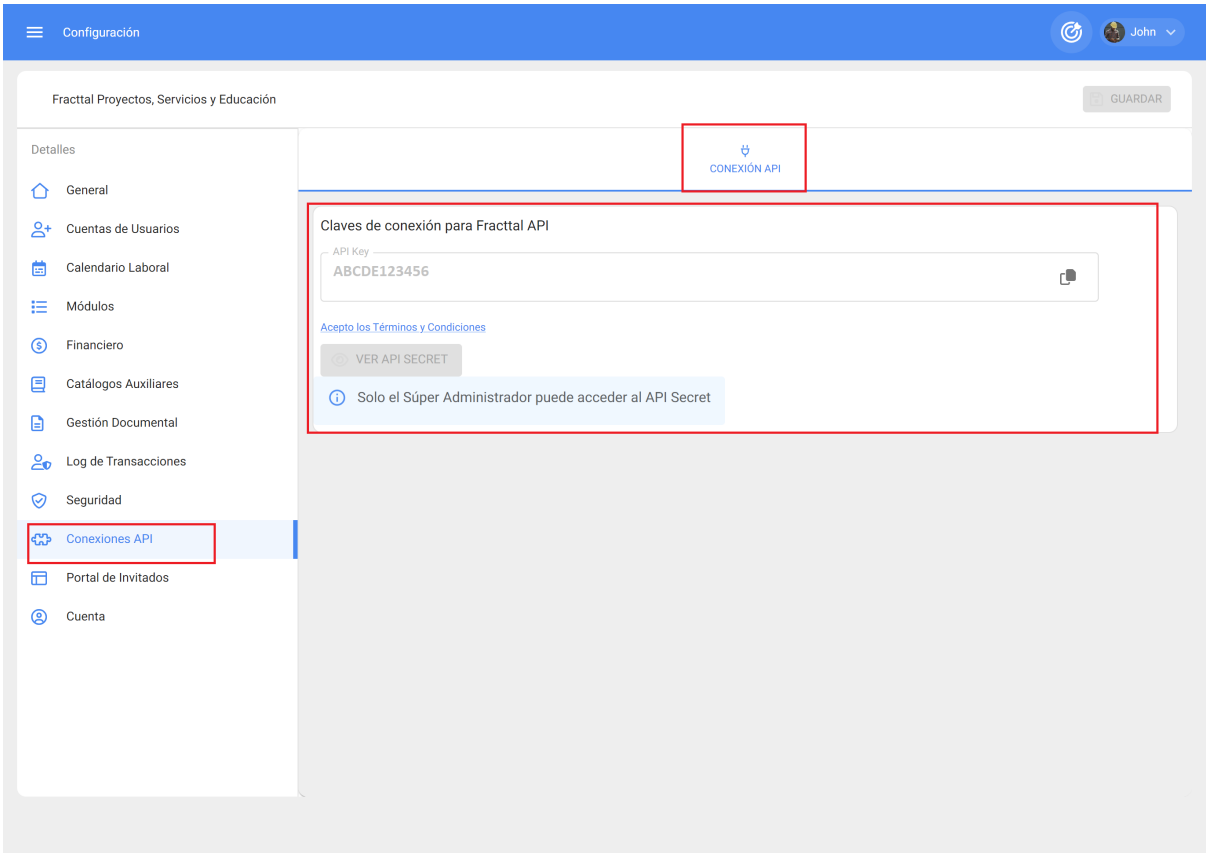


Note: This action can only be performed by a user with an administrator profile, as it authorizes our team to perform support or audit actions on the corresponding database for 24 hours. After this time, the access automatically ends, so if our support team requires more time to continue its review, it will request the release of access again.

API Connections - Fracttal One

help.fracttal.com/en/articles/7909177-connections-api

In this sub-module the person who has the Super Administrator account, will be able to create the keys for the access and use of information of the APIs. That is to say, from this option you will be able to obtain the API Key and API Secret of your contracted base in Fracttal.



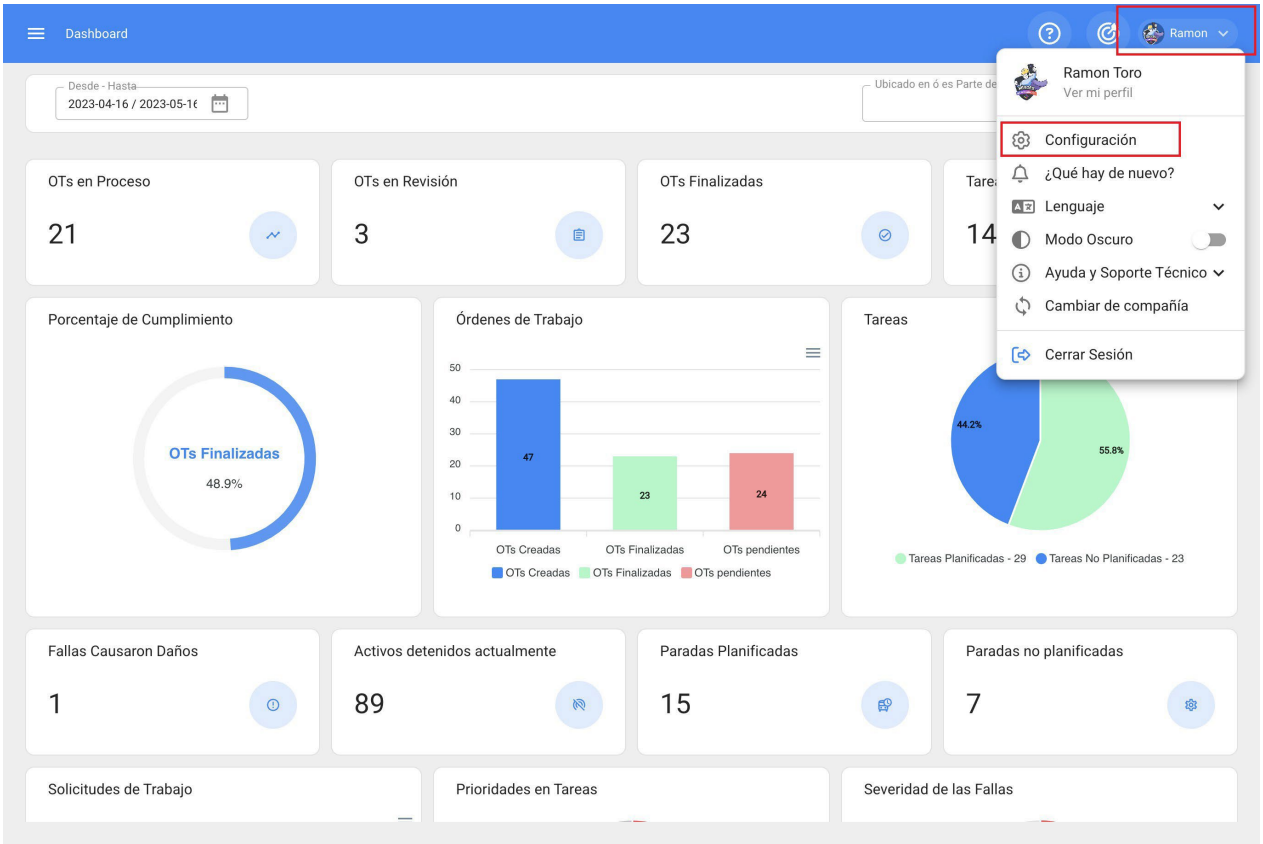
How to generate the API key for integrations?

help.fracttal.com/en/articles/6105719-how-to-generate-api-key-for-integrations

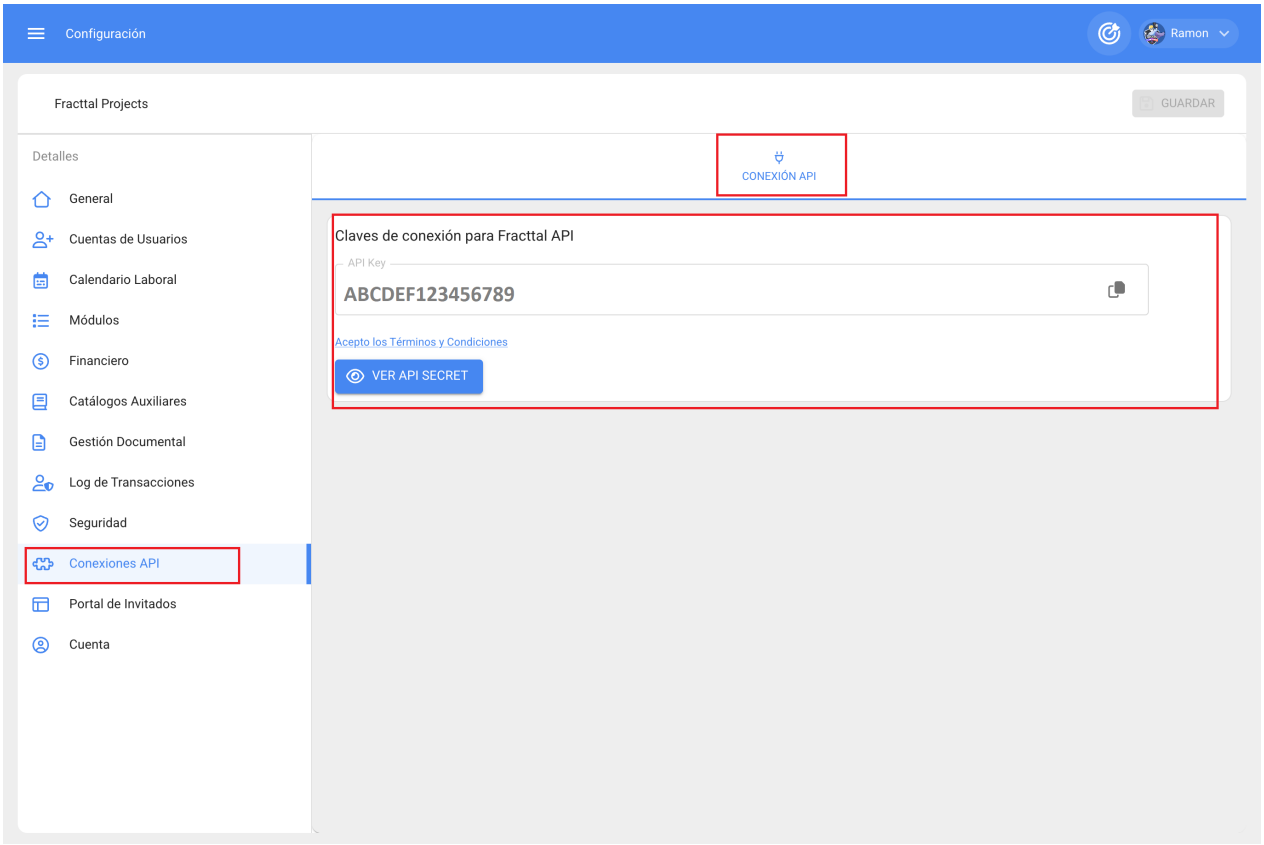
Fracttal offers its customers a service (FRACTTAL API) that allows them to access their company to keep information updated, connect external applications and have instant access to your data.

The data needed by the client to connect to FRACTTAL API are the unique ID and a SECRET KEY which can be generated from the platform.

To access the API key that will allow you to connect to the service, you must log into your account as 'super administrator', entering the options menu > settings:

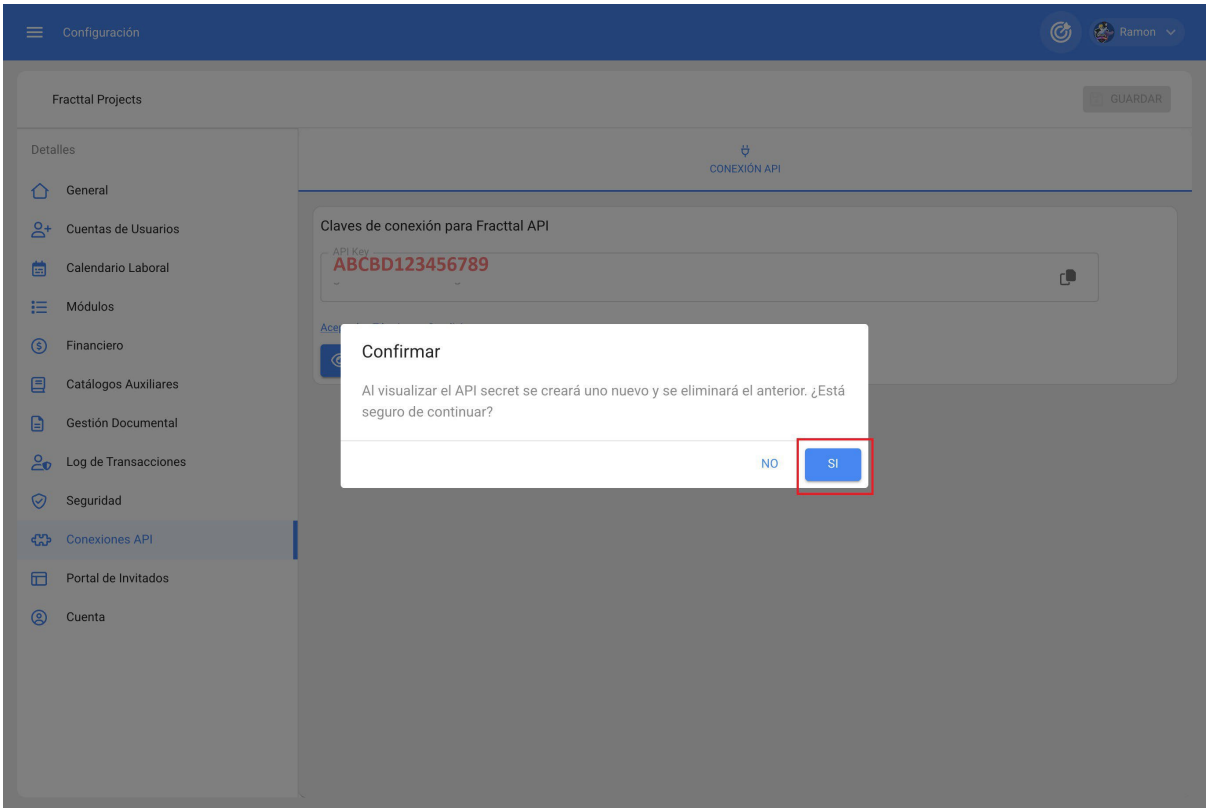


In the configuration menu, enter the *'API Connection'* submenu:

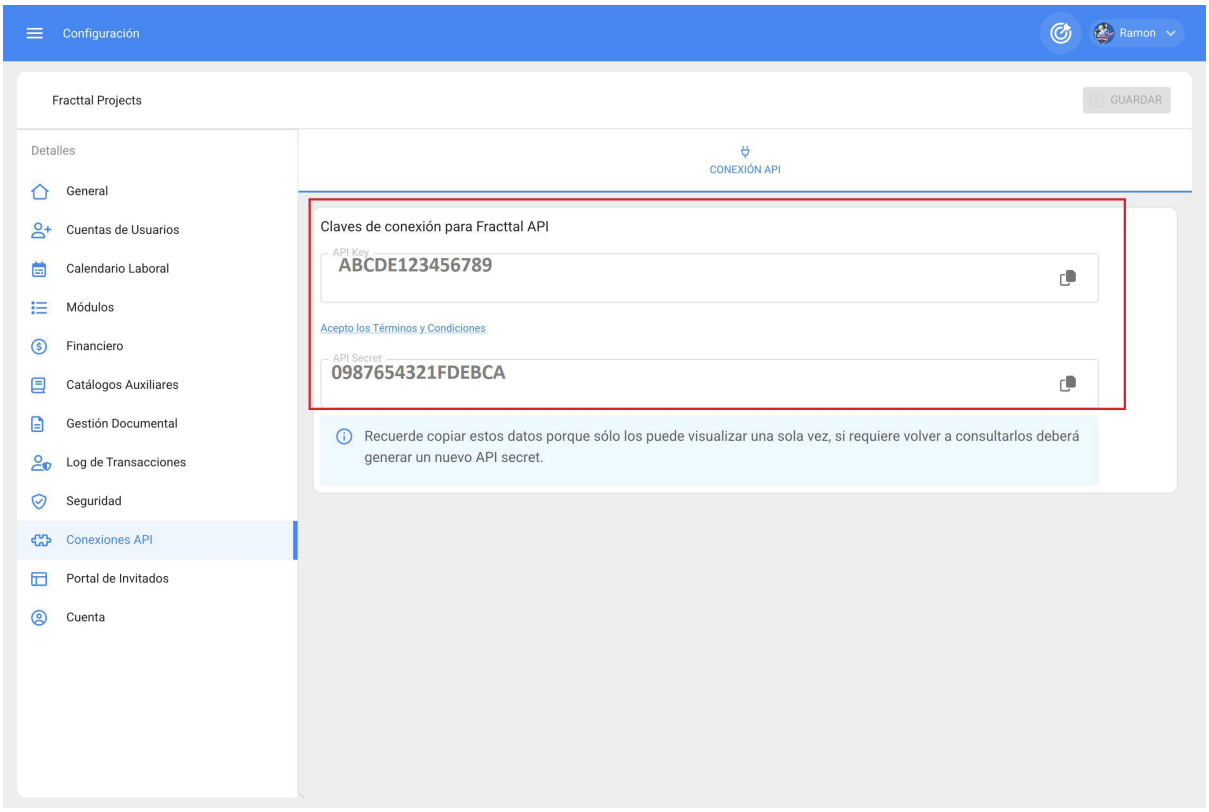


Upon login, the *API Key* required to establish the connection to the service is displayed.

Access to the secret API will be available only to the *'super administrator'* user, by clicking on the 'view secret API' button. Please note that when generating a new secret API, the previous one is deleted:



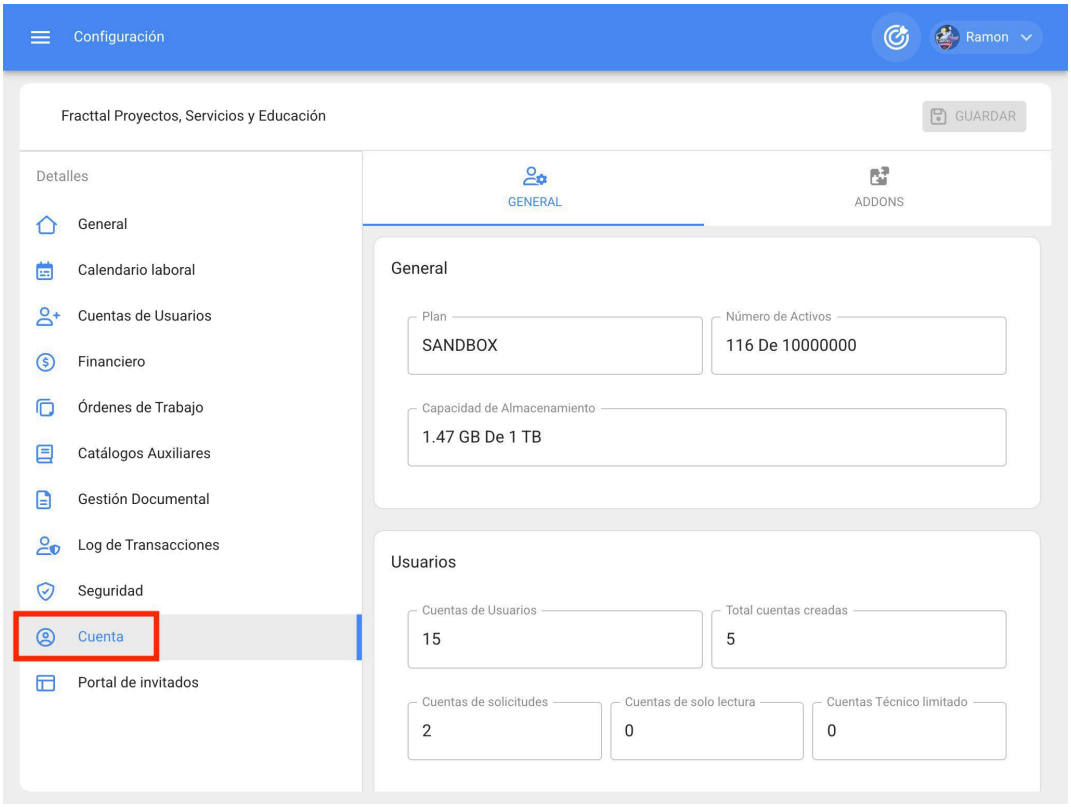
Finally, when the generation of the API secret is confirmed, it is displayed and made available for use in the user's code.



Fracttal One Account

help.fracttal.com/en/articles/6014436-account

In this sub-module you will have the information associated with the type of plan you have contracted with Fracttal, as well as the Add-Ons or additional complements that have been added to the contracted plan.

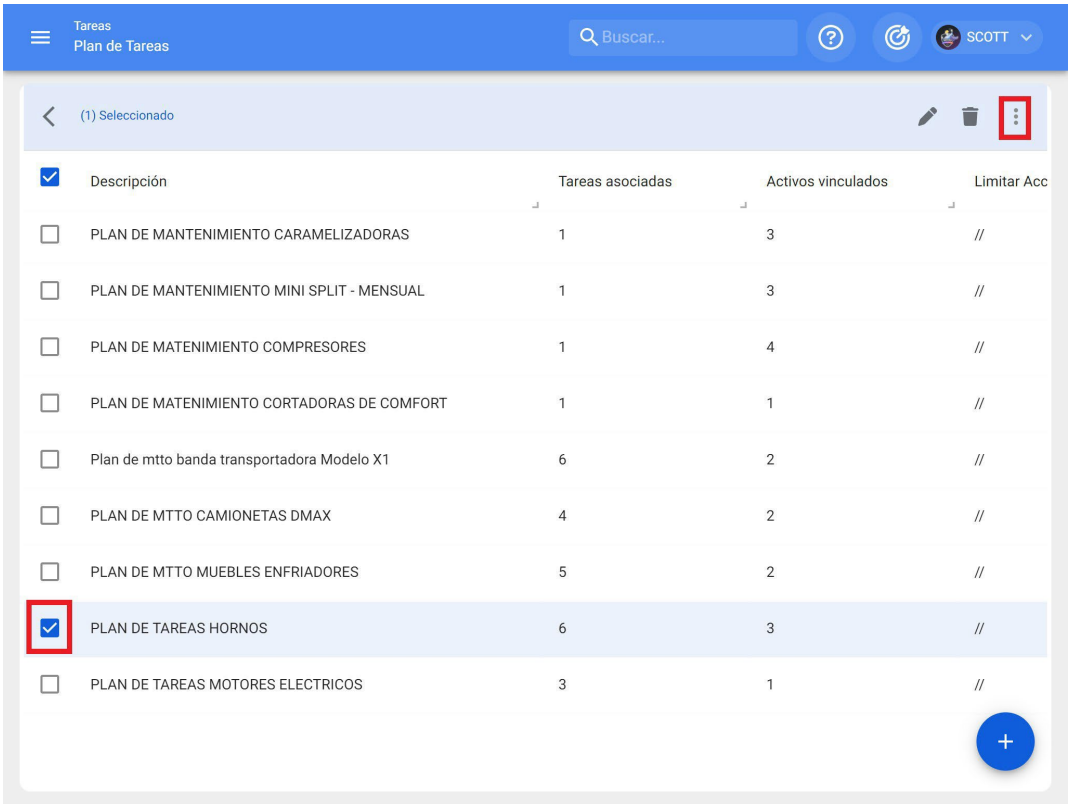


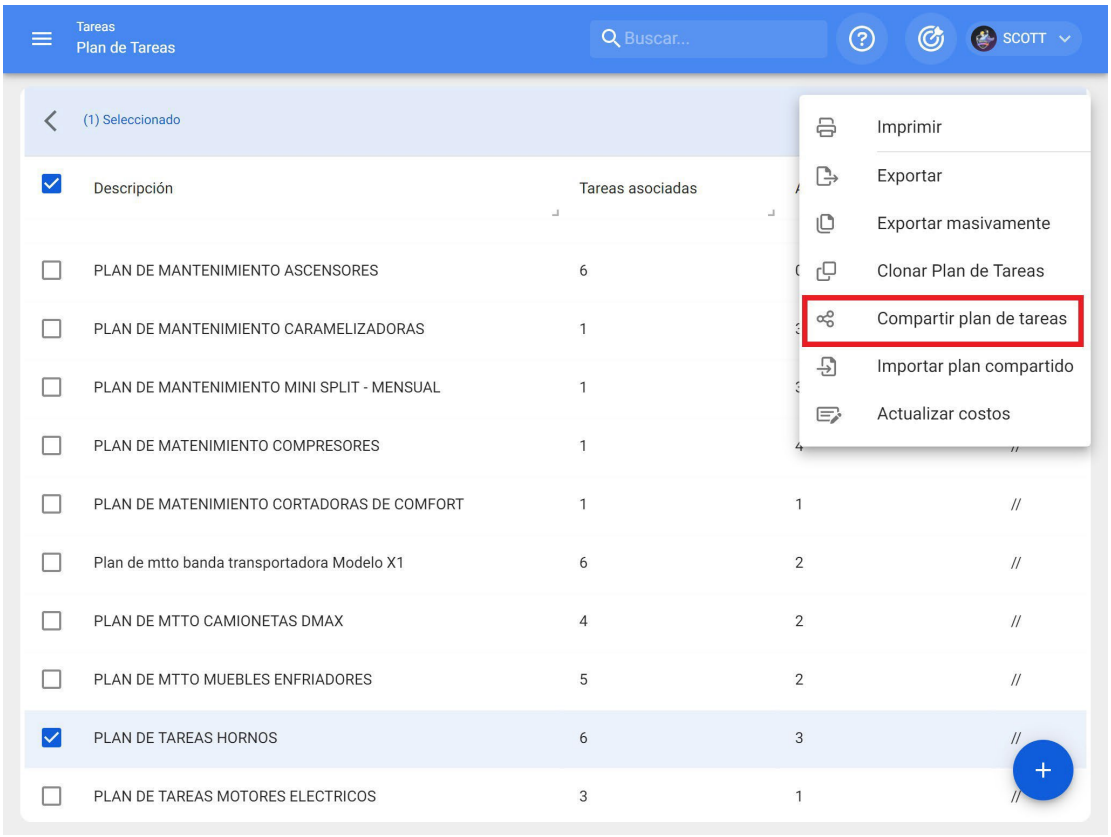
How to share and import a work management plan?

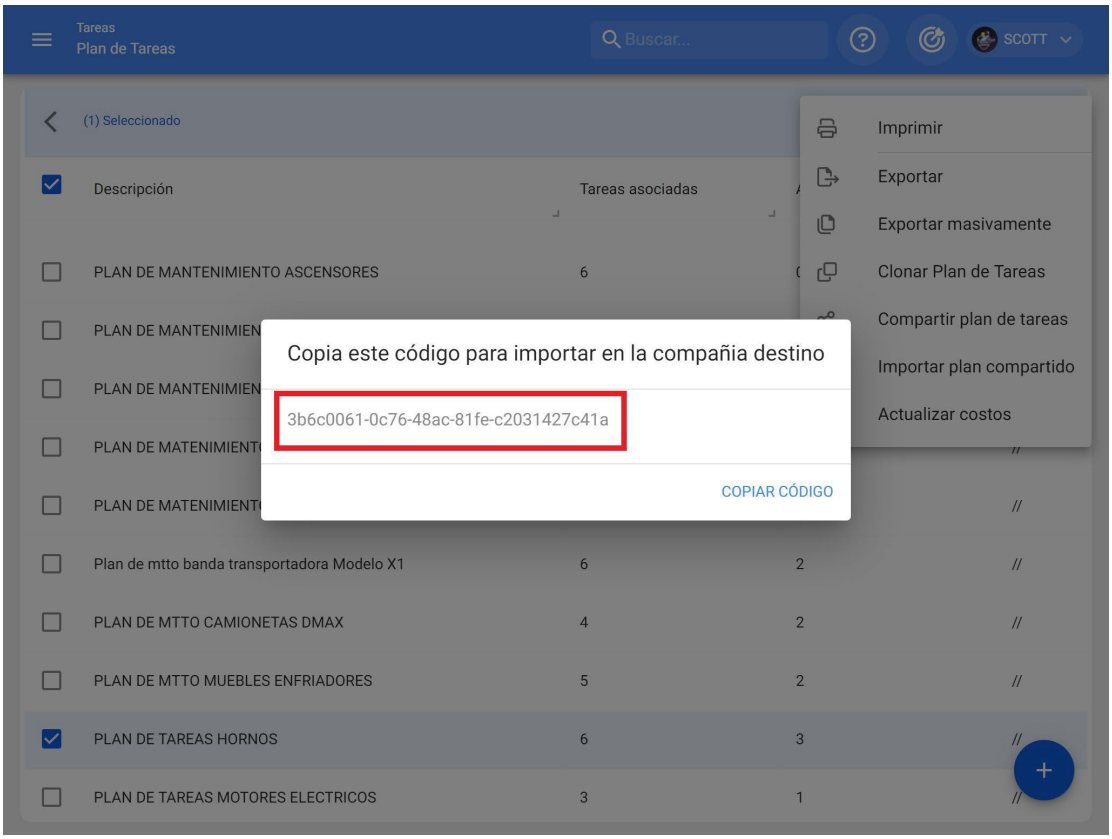
help.fracttal.com/en/articles/6008390-as-share-and-import-a-work-management-plan

To share:

To share a work management plan, simply select the plan and then click on the "Share work management plan" option and the system will generate an import code that can be shared with a different base in Fracttal.

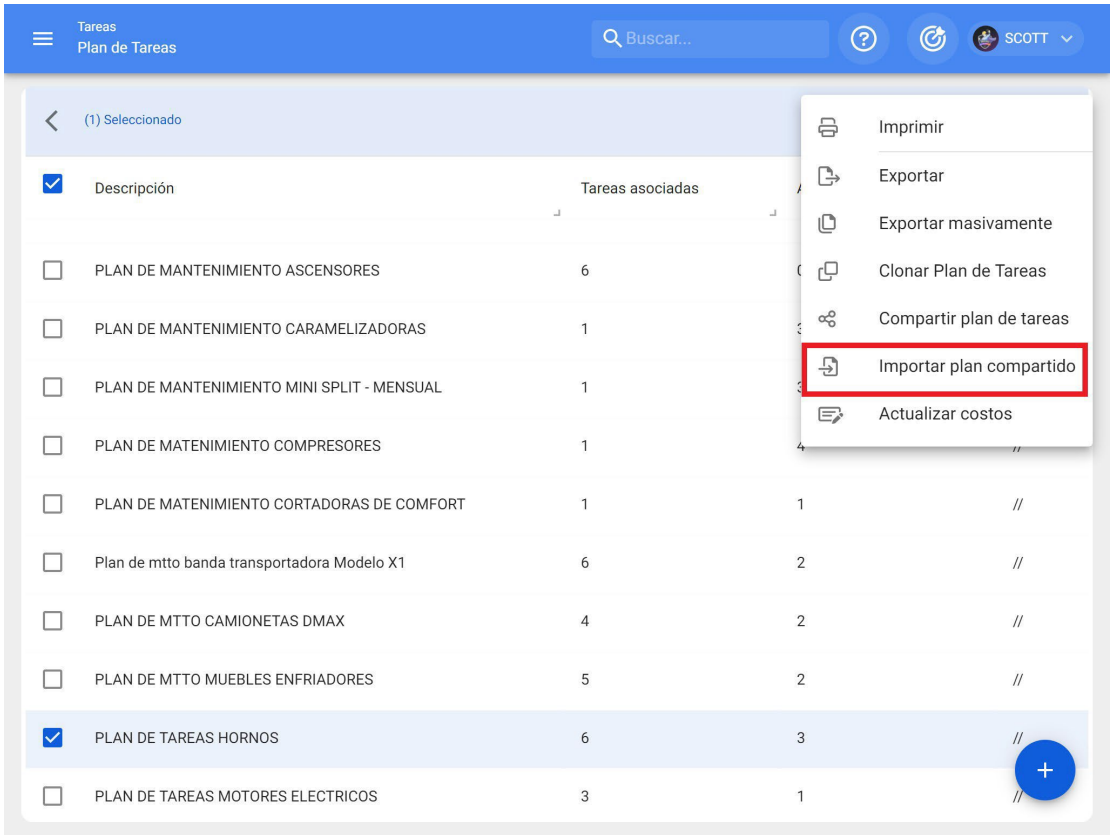


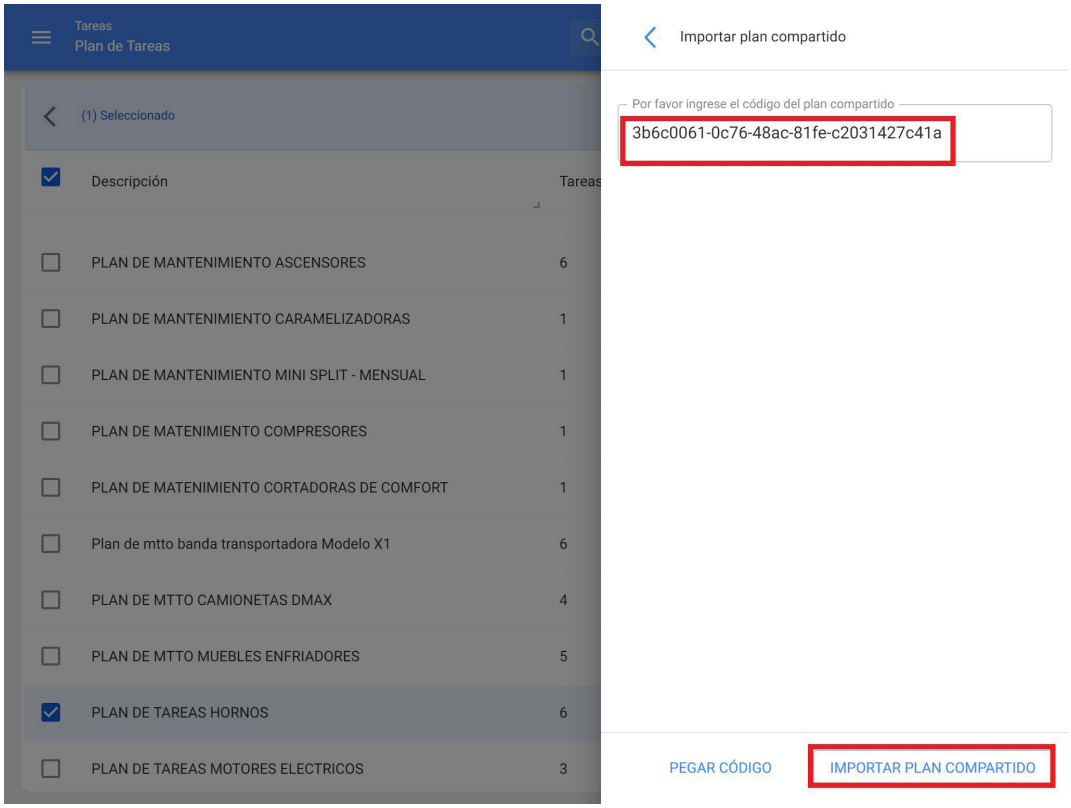

Tareas
Plan de Tareas
Buscar...
SCOTT
(1) Seleccionado
Imprimir
Exportar
Exportar masivamente
Clonar Plan de Tareas
Compartir plan de tareas
Importar plan compartido
Actualizar costos
Descripción
Tareas asociadas
PLAN DE MANTENIMIENTO ASCENSORES 6
PLAN DE MANTENIMIENTO CARAMELIZADORAS 1
PLAN DE MANTENIMIENTO MINI SPLIT - MENSUAL 1
PLAN DE MATENIMIENTO COMPRESORES 1
PLAN DE MATENIMIENTO CORTADORAS DE COMFORT 1 1 //
Plan de mtto banda transportadora Modelo X1 6 2 //
PLAN DE MTTO CAMIONETAS DMAX 4 2 //
PLAN DE MTTO MUEBLES ENFRIADORES 5 2 //
PLAN DE TAREAS HORNOS 6 3 //
PLAN DE TAREAS MOTORES ELECTRICOS 3 1 //


Tareas
Plan de Tareas
Buscar...
SCOTT
(1) Seleccionado
Imprimir
Exportar
Exportar masivamente
Clonar Plan de Tareas
Compartir plan de tareas
Importar plan compartido
Actualizar costos
Descripción
Tareas asociadas
Copia este código para importar en la compañia destino
3b6c0061-0c76-48ac-81fe-c2031427c41a
COPIAR CÓDIGO
PLAN DE MANTENIMIENTO ASCENSORES 6
Plan de mtto banda transportadora Modelo X1 6 2 //
PLAN DE MTTO CAMIONETAS DMAX 4 2 //
PLAN DE MTTO MUEBLES ENFRIADORES 5 2 //
PLAN DE TAREAS HORNOS 6 3 //
PLAN DE TAREAS MOTORES ELECTRICOS 3 1 //

To import:

Once the code has been copied, you only have to enter the import code in the other Fracttal database where you want to import the work management plan, so that it is finally added to the system.

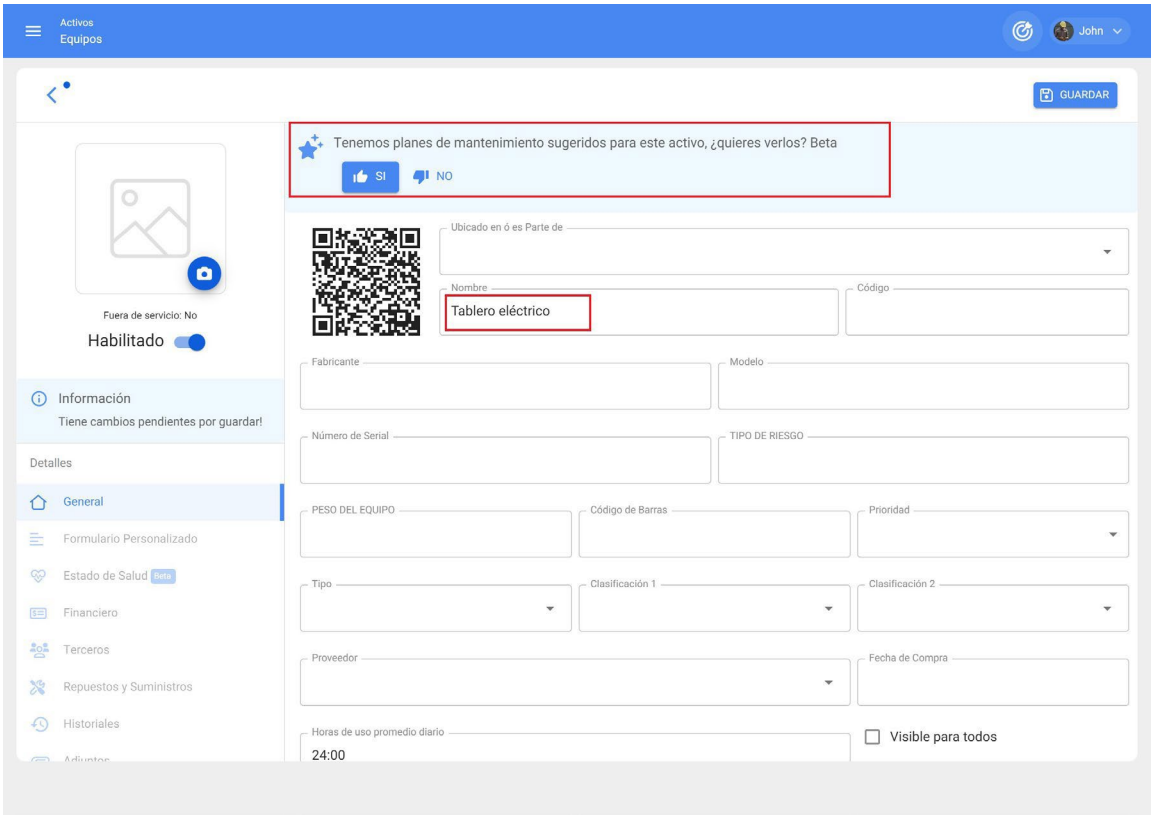




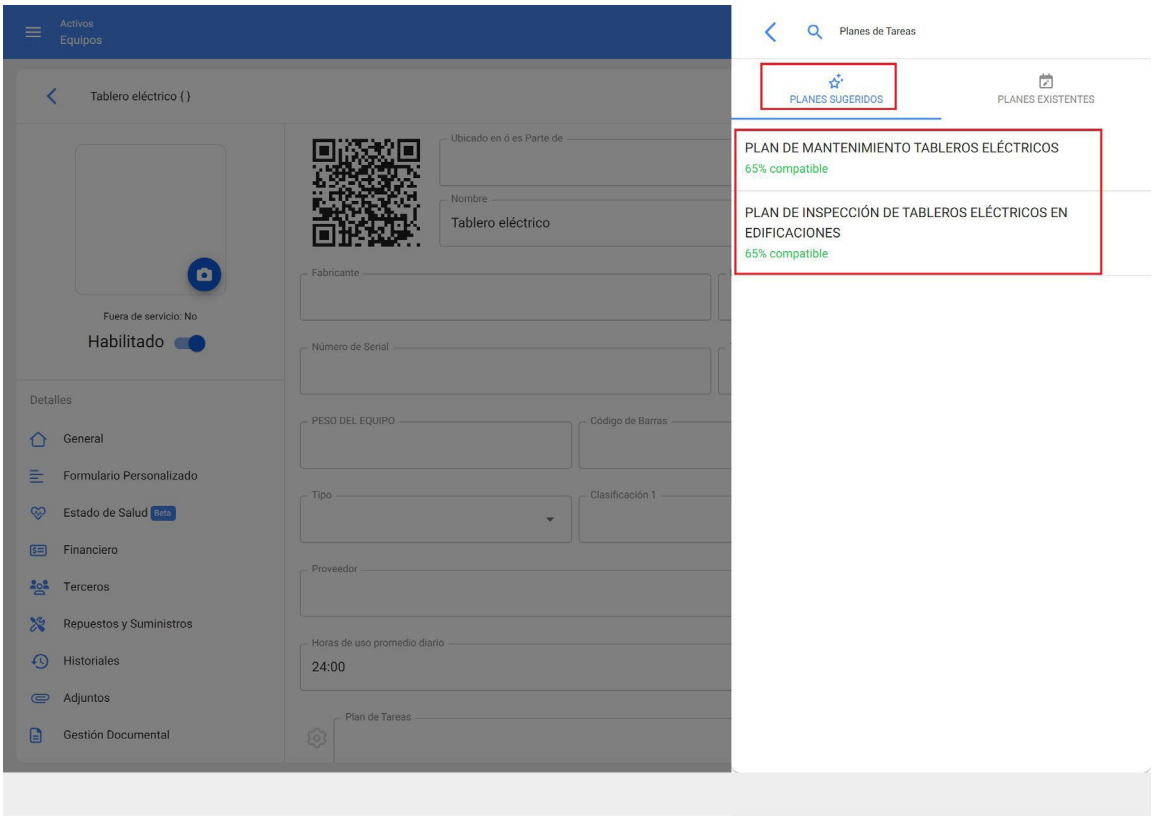
Suggested work management plans (Beta)

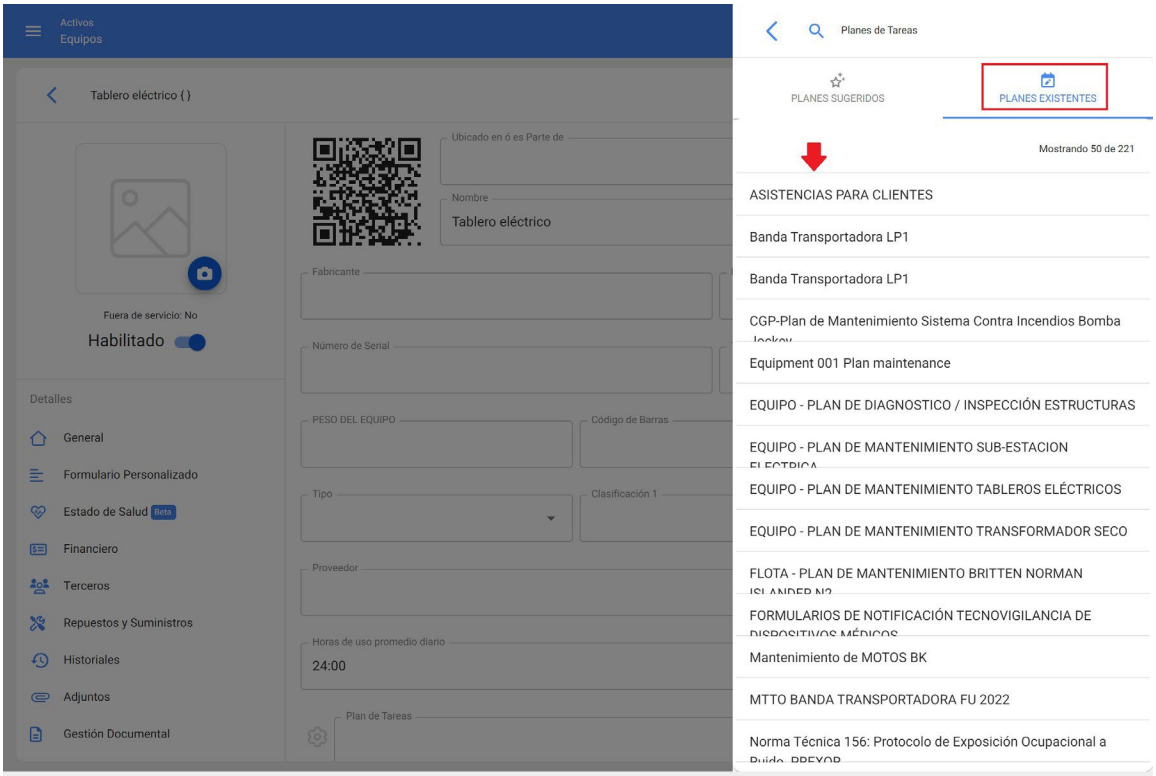
help.fracttal.com/en/articles/6865949-suggested-work-management-plans-beta

When creating an asset in the catalog module, Fracttal One makes the recommendation of maintenance plans created by our team of specialists within our Library of maintenance plans for import. When the name of the asset is typed when creating it, Fracttal One checks the database of available plans, suggesting to the user the plans that could be useful to them.



If you wish to see the suggested plans, just click on the "YES" option, and the platform will send you to a new window in which you will see both the list of suggested plans (with their compatibility percentage) and the general list with all the existing plans in your base.

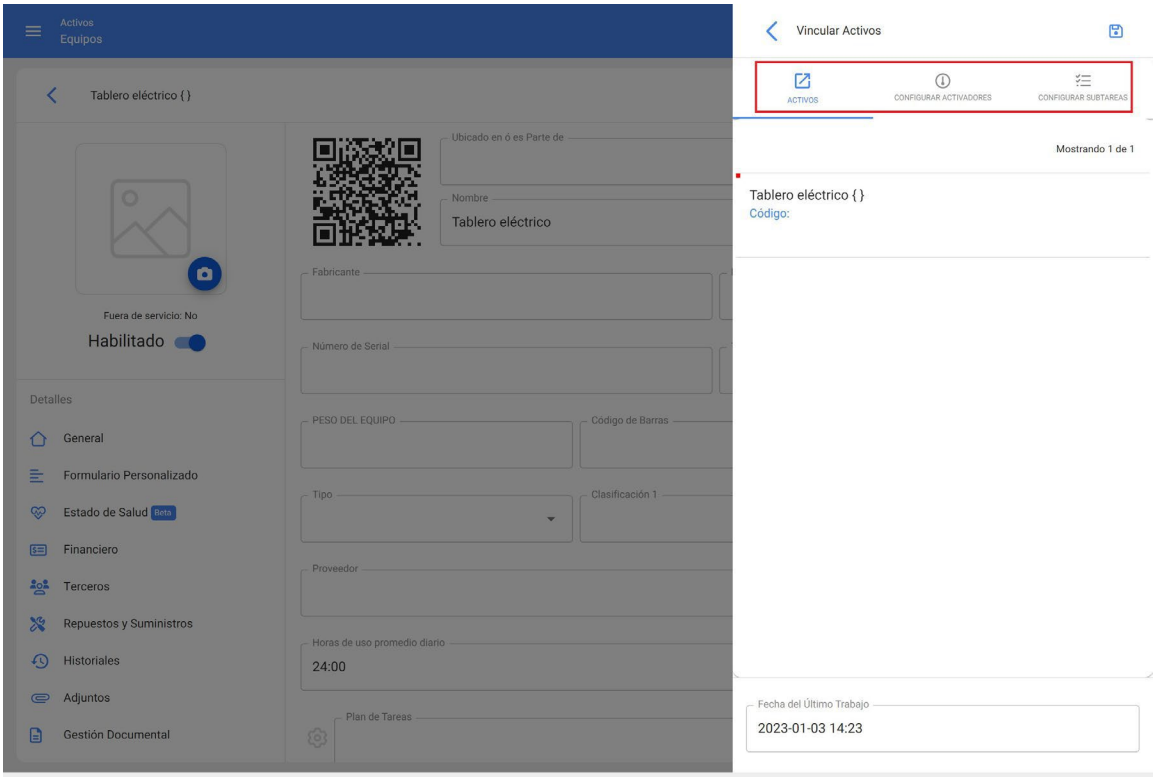




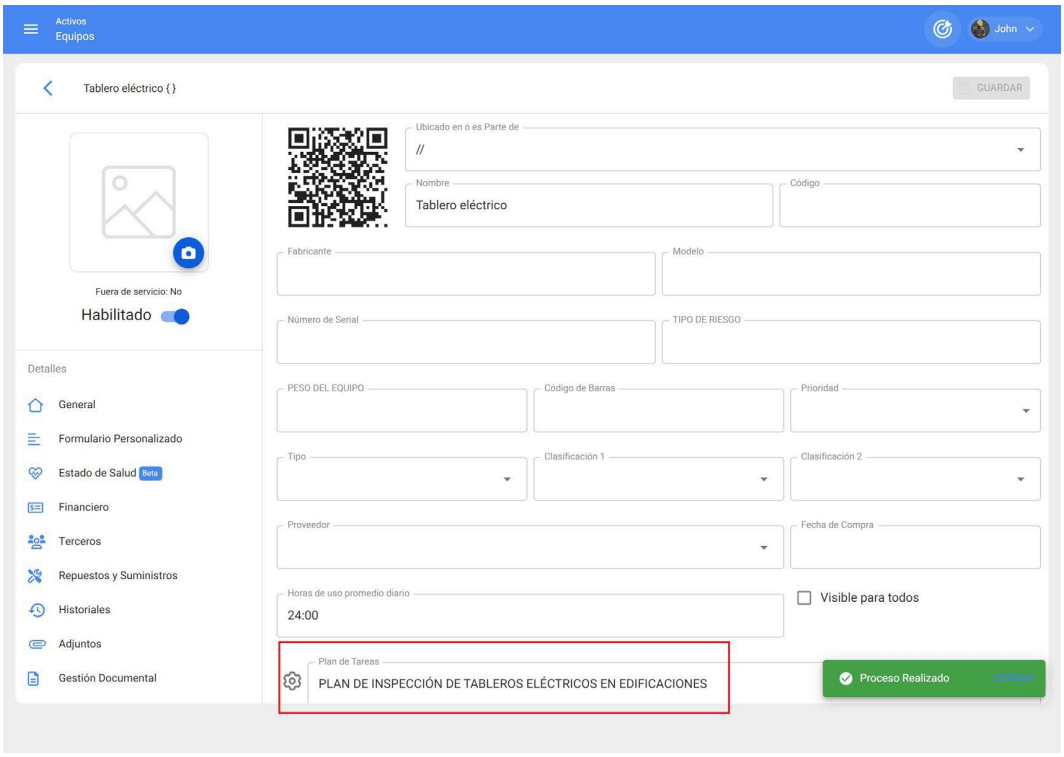
When you choose one of the plans, you are immediately given the option to configure the plan linked to the active one:

- Date of last job

- Configure triggers Configure
- subtasks



When the settings are finalized and click on 'Save', the chosen plan is linked to the asset created.


Activos
Equipos
John
Tablero eléctrico { }
GUARDAR
Fuera de servicio: No
Habilitado
Detalles
General
Formulario Personalizado
Estado de Salud
Beta
Financiero
Terceros
Repuestos y Suministros
Historiales
Adjuntos
Gestión Documental
Ubicado en ó es Parte de
//
Nombre
Tablero eléctrico
Código
Fabricante
Modelo
Número de Serial
TIPO DE RIESGO
PESO DEL EQUIPO
Código de Barras
Prioridad
Tipo
Clasificación 1
Clasificación 2
Proveedor
Fecha de Compra
Horas de uso promedio diario
24:00
Visible para todos
Plan de Tareas
PLAN DE INSPECCIÓN DE TABLEROS ELÉCTRICOS EN EDIFICACIONES
Proceso Realizado
CERRAR

Nested maintanance : Fracttal One

help.fracttal.com/articles/6133529-nested-maintanance

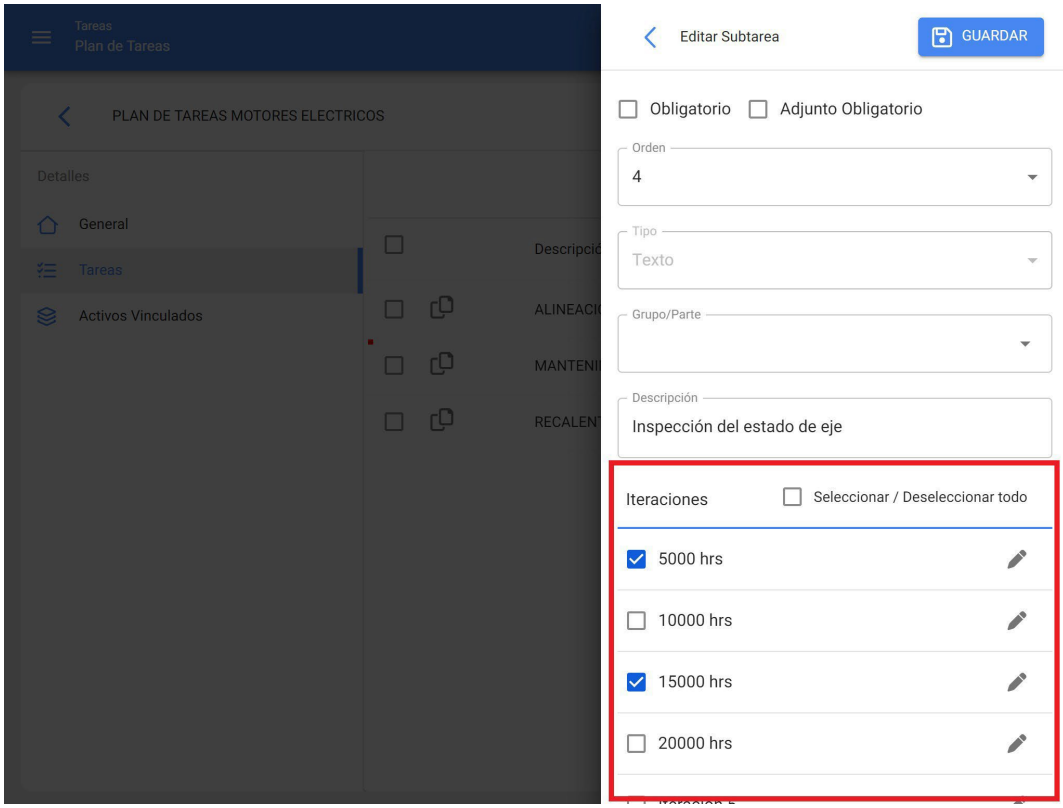
Nested maintanance is a function of iterations designed for work management that is cyclical. An example of this type of maintenance can be found in vehicles, since certain activities are performed repetitively according to the mileage traveled, and some of these work management tasks may overlap.

That is why, with the nested maintanance add-on, it is possible to determine in which part of a task cycle each subtask should be executed and thus have a better control of the complete maintenance cycle.

This functionality is not only limited to the execution of work management, but also allows configuring the resources to be used, depending on the iteration to be executed in the maintenance cycle,

For further information, please refer to the articles:

- How do subtask iterations work?
- How to configure resources by iterations?



Budgets : Fracttal One

help.fracttal.com/en/articles/6707688-budgets

Budgets

The budget functionality within Fracttal One is used to link a WO to budgets that require approval before being executed. With this, a WO subject to budget approval cannot be edited until a budget has been added and approved.

To learn more about this addon we leave this article:

How to complete a WO subject to a budget approval?

Has your question been answered?

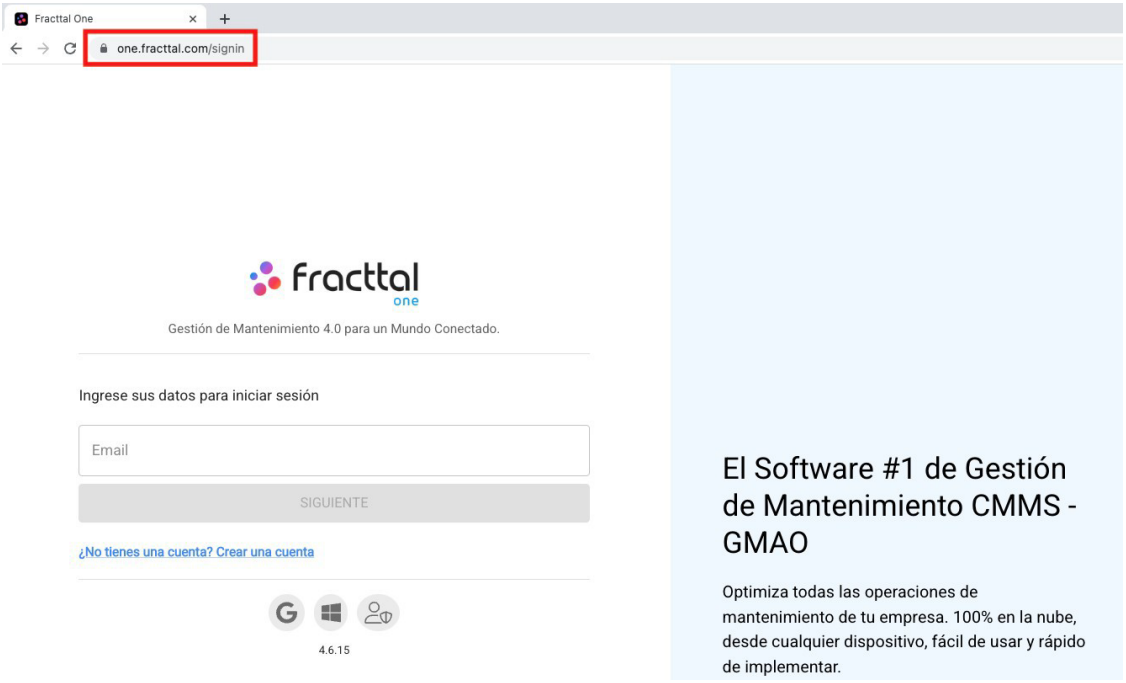
Personalized Branding (Corporate Image) | Fracttal One

help.fracttal.com/en/articles/6143311-customized-branding-corporate-image

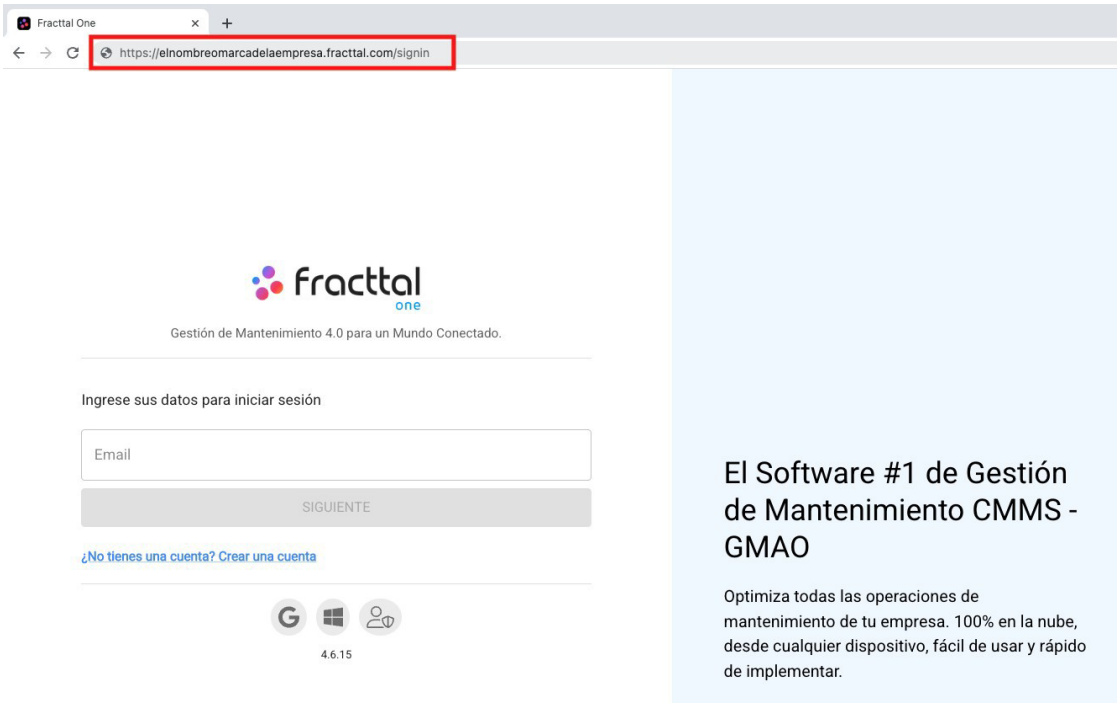
This function allows us to customize the system in its "Web" version by modifying the access URL, the logo that appears at login and in the main menu.

Example of URL Modification.

Conventional URL.

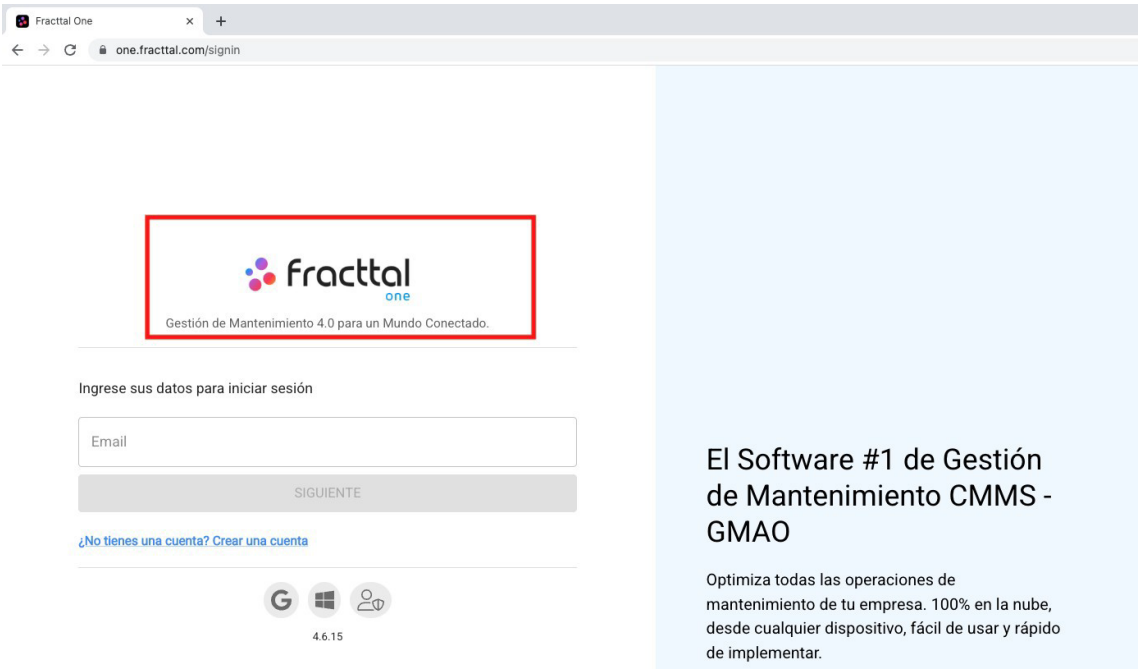


Custom URL.

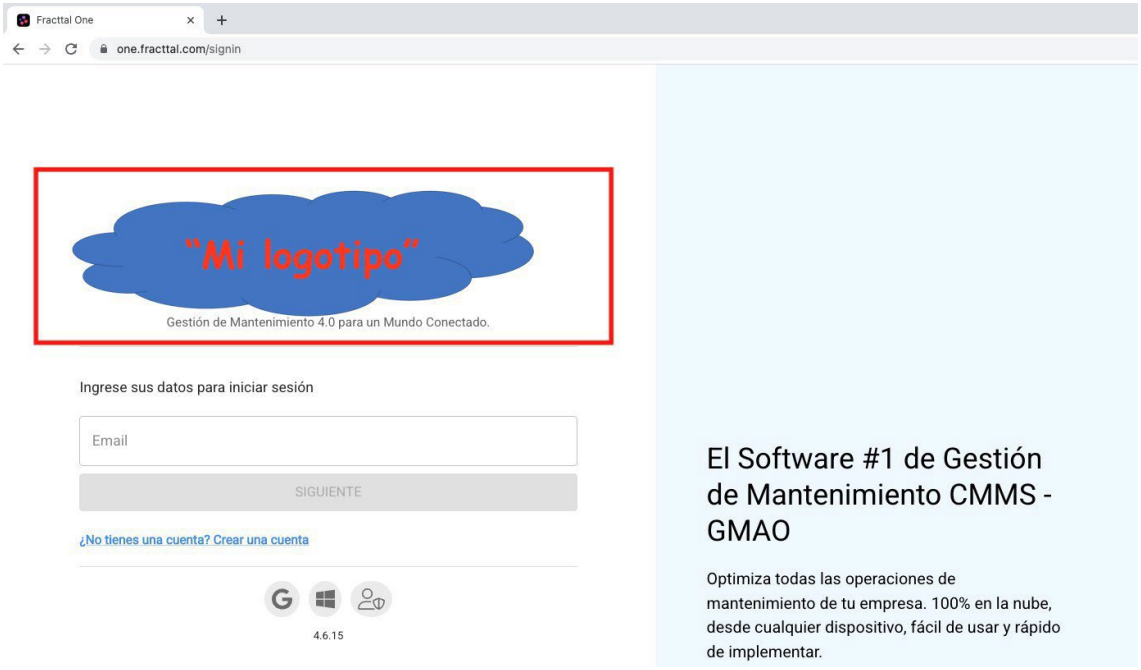


Login Logo Example

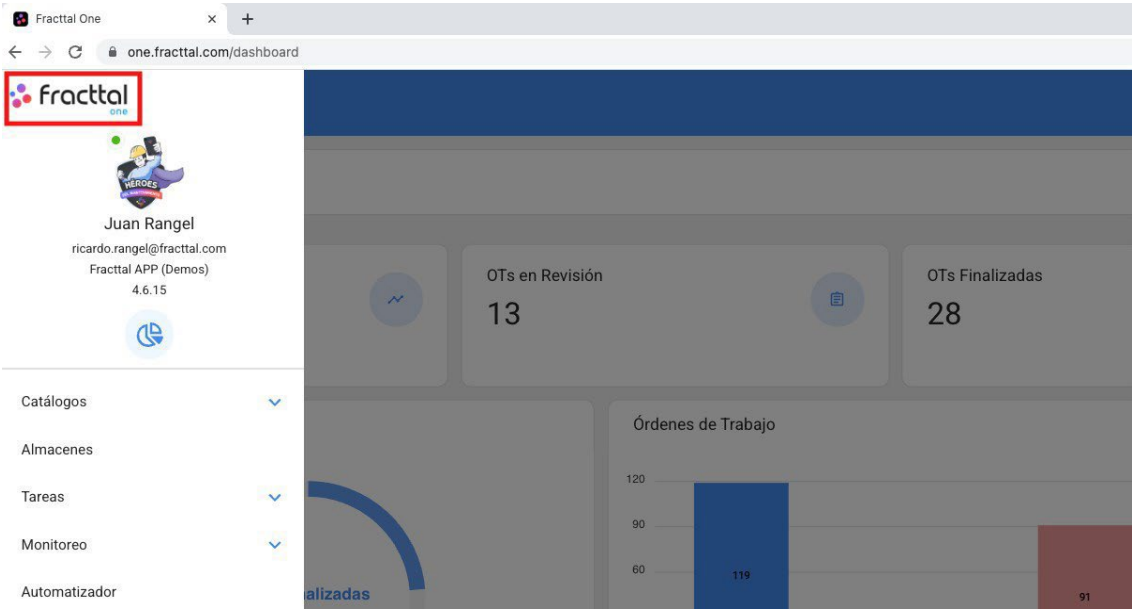
Conventional logo.



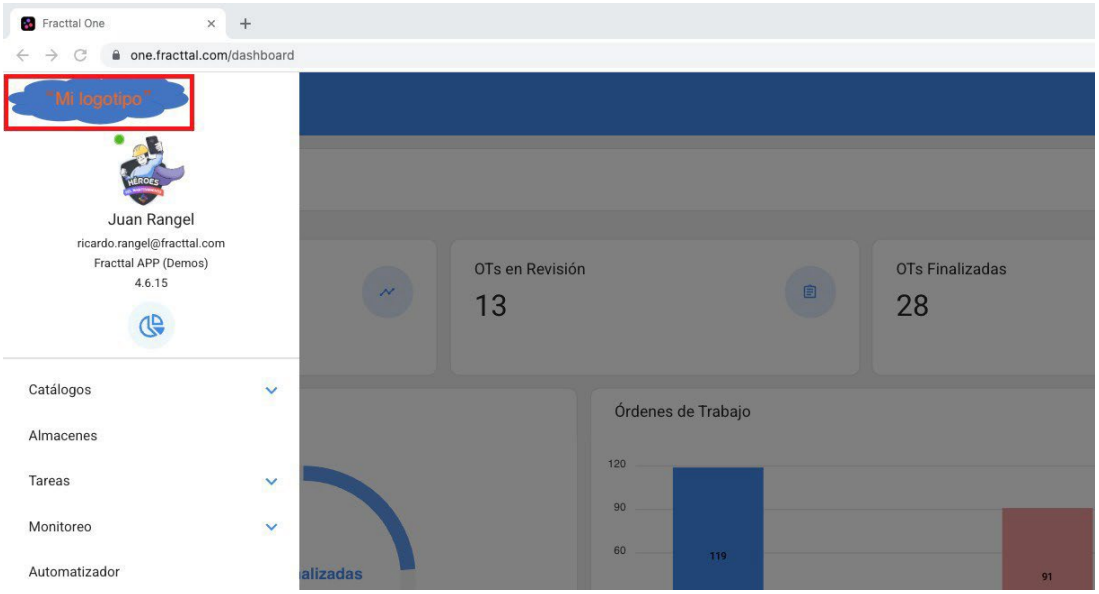
Custom Logo



Conventional logo in main menu.



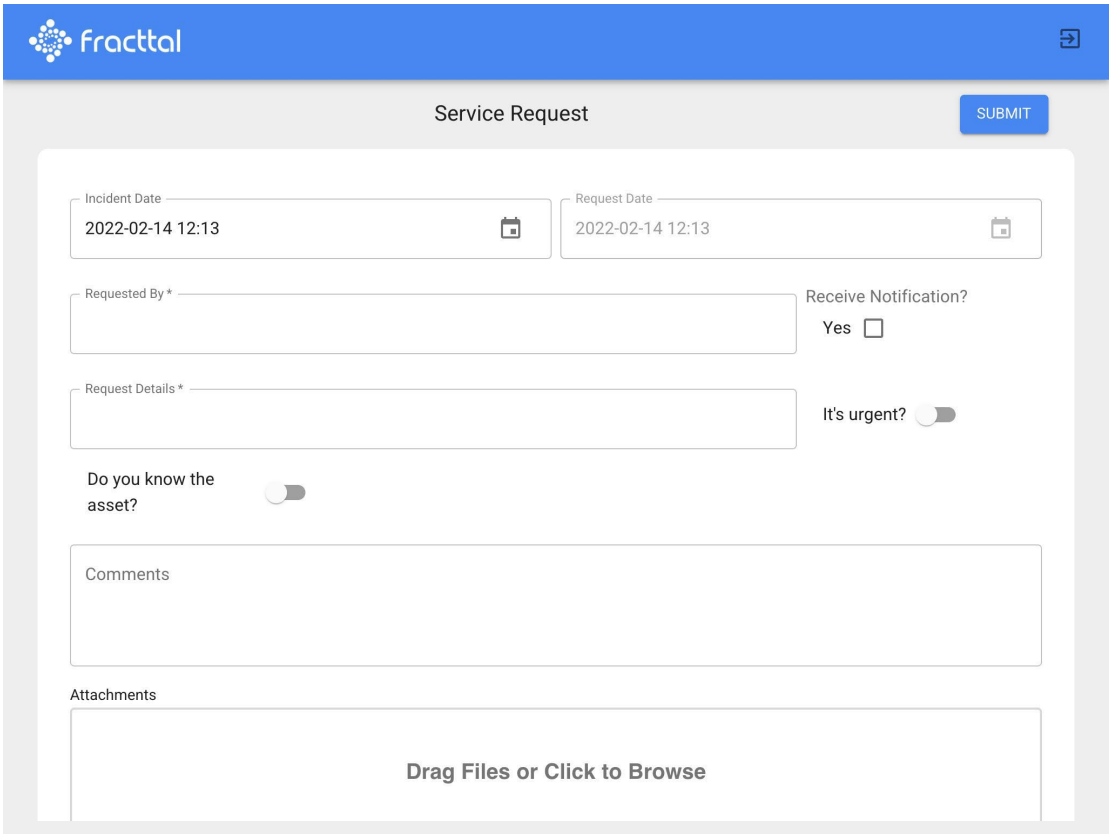
Customized logo in main menu


Fracttal One
one.fracttal.com/dashboard
"Mi logotipo"
Juan Rangel
ricardo.rangel@fracttal.com
Fracttal APP (Demos)
4.6.15
Catálogos
Almacenes
Tareas
Monitoreo
Automatizador
OTs en Revisión
13
OTs Finalizadas
28
Órdenes de Trabajo
120
90
60
119
91

Fracttal One application portal

help.fracttal.com/en/articles/5992108-applications-portal

This Add-On consists of the creation of a request portal, where you can customize the way in which work requests are visualized and reported in Fracttal. The objective is to be able to adapt each of the fields of the request module to the way in which the company's users report their requirements on a regular basis.



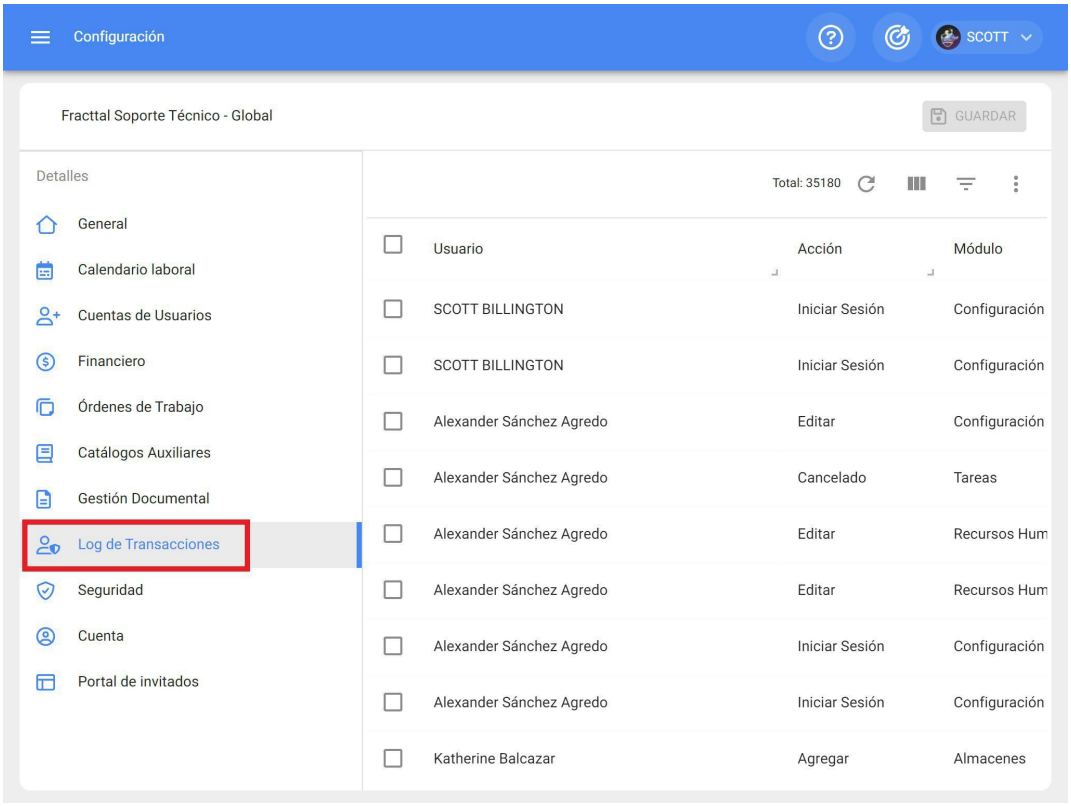
With this add-on you will be able to:

- Have a personalized URL for users to report requests.
- Customize each of the fields in the work request module.
- Establish the fields that users will see when making incident reports.
- Establish default responses to facilitate the generation of requests by users reporting incidents.

Transaction log (add-on) | Fracttal One

help.fracttal.com/en/articles/6133489-log-of-transactions-add-on

This Add-On consists of the activation of the transaction log sub-module in the configuration menu, where all the actions performed by each of the users within the platform will be recorded. Thus, allowing to have a complete traceability of all these transactions registered according to the date and IP address used by the users.



Advanced API's : Fracttal One

help.fracttal.com/en/articles/6105380-api-s-avanzadas

Fracttal API Advanced (or advanced APIs) are a set of APIs that offer advanced features and are marketed as an additional add-on.

These APIs allow the user to perform actions that are part of Fracttal's scope or function as a CMMS.

These APIs are:

(PUT) Updating a task within a WO

(POST) Create an unscheduled task

(POST) Create work order

(PUT) Update values to subtasks within TOs

(GET) View work order attachments

(GET) View work request attachments

(GET) View work management plan attachments

Note: Advanced APIs are part of the *Advanced APIs* add-on.

Dispatcher Basic vs Dispatcher Pro

help.fracttal.com/en/articles/6142756-dispatcher-pro-vs-automatizer-basic

The Dispatcher module is the module with which we will be able to generate customized notifications of several events in different modules.

With the Dispatcher Basic, two rules are automatically triggered: Notify users

- with administrator profile about new requests. Notify managers when a
- WO is assigned to them.

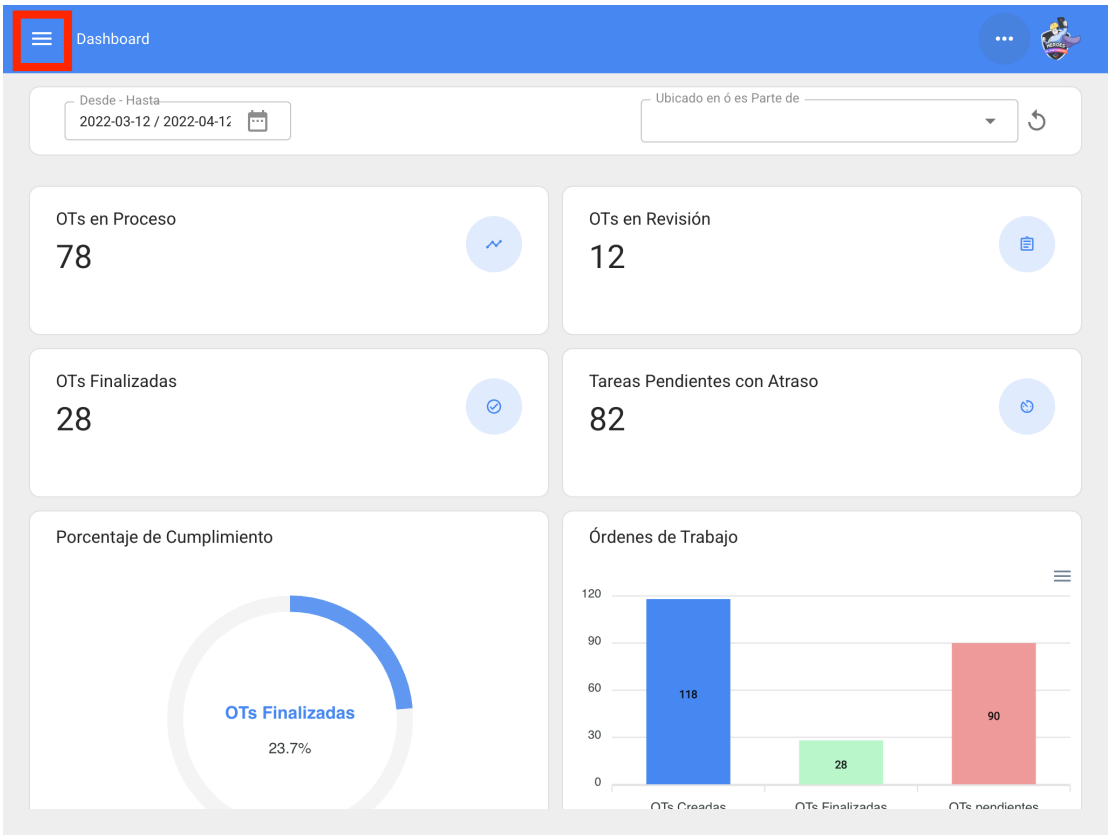
Dispatcher Pro

Enables a series of functionalities within the Dispatcher module, so that the user can customize one or several automatic notifications following some rules with conditions.

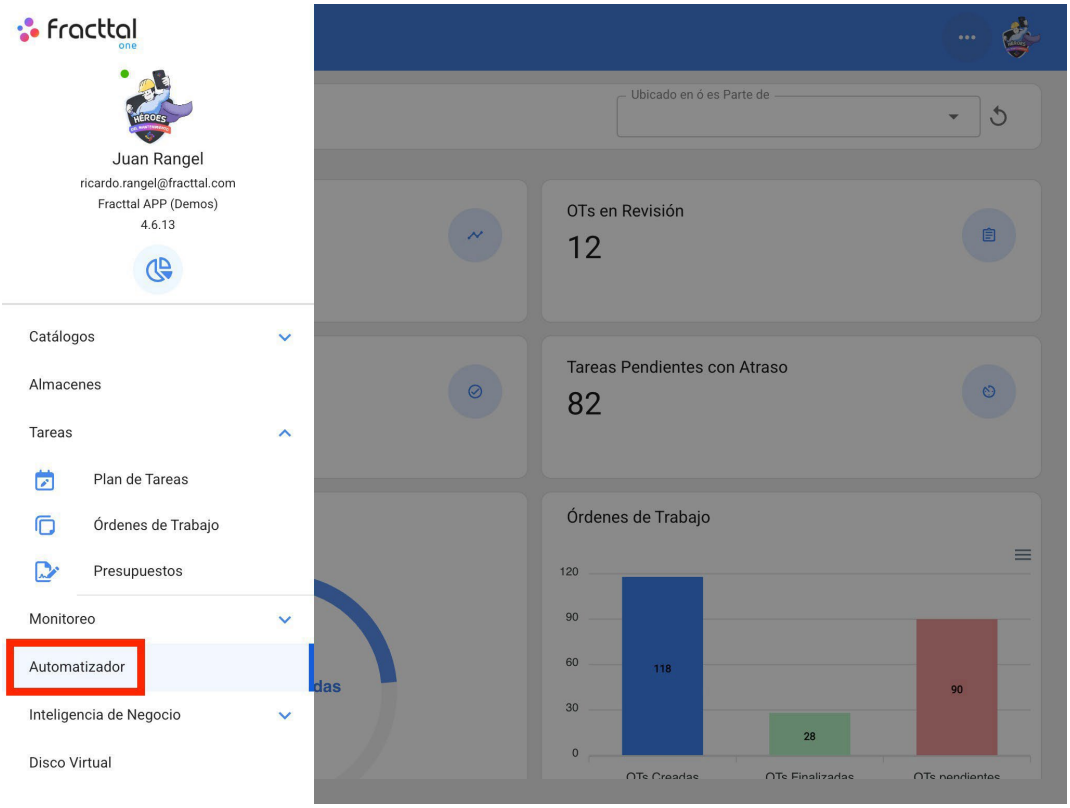
Note: To observe this functionality, you must enter directly into the Dispatcher module. When creating a new rule, the different modules, sub-modules and events will be displayed.

How to create a rule?

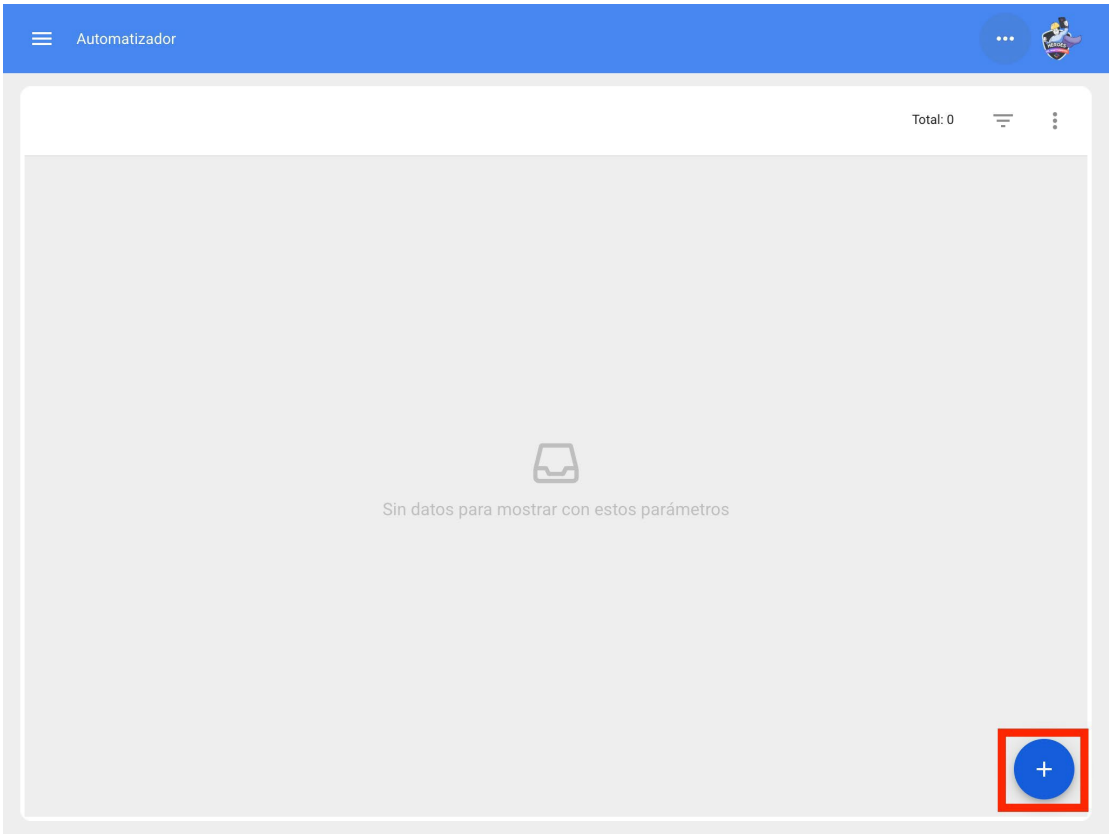
To enter the module and create rules we do the following. We will enter the main menu that we have on the upper left side.



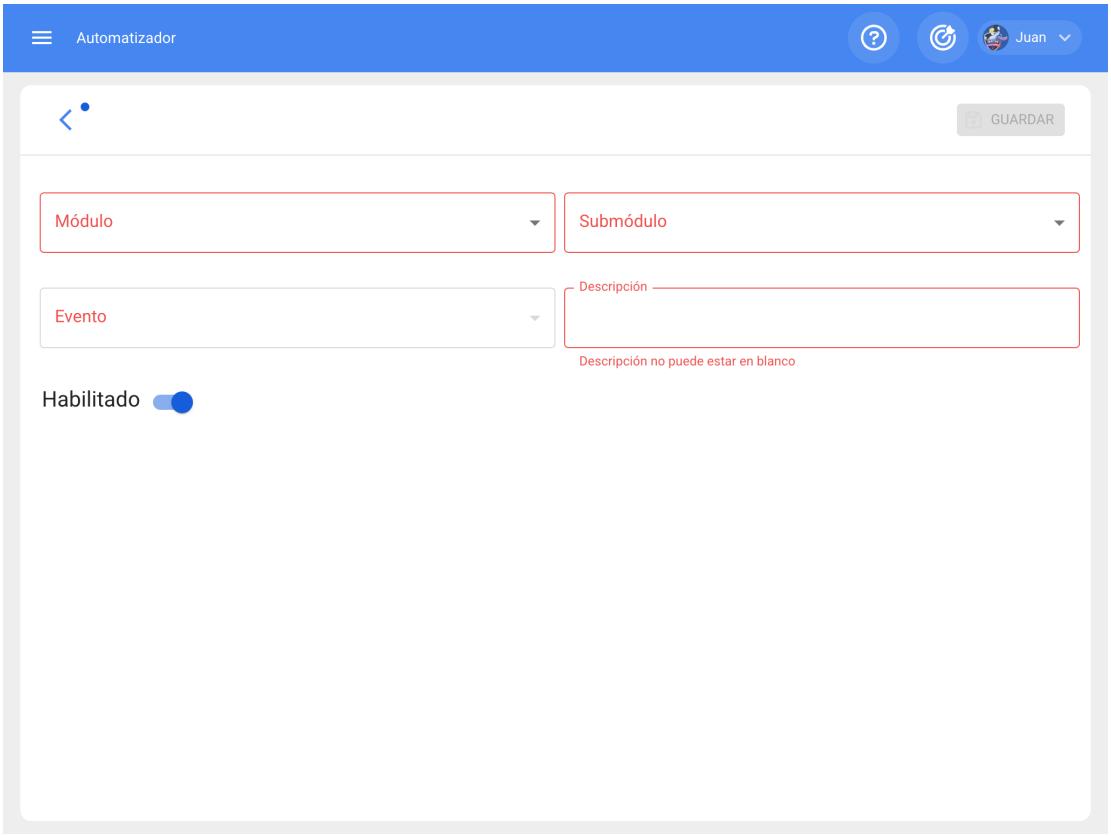
From the main menu go to the Dispatcher module.



Click on the plus symbol at the bottom right to create a new rule.

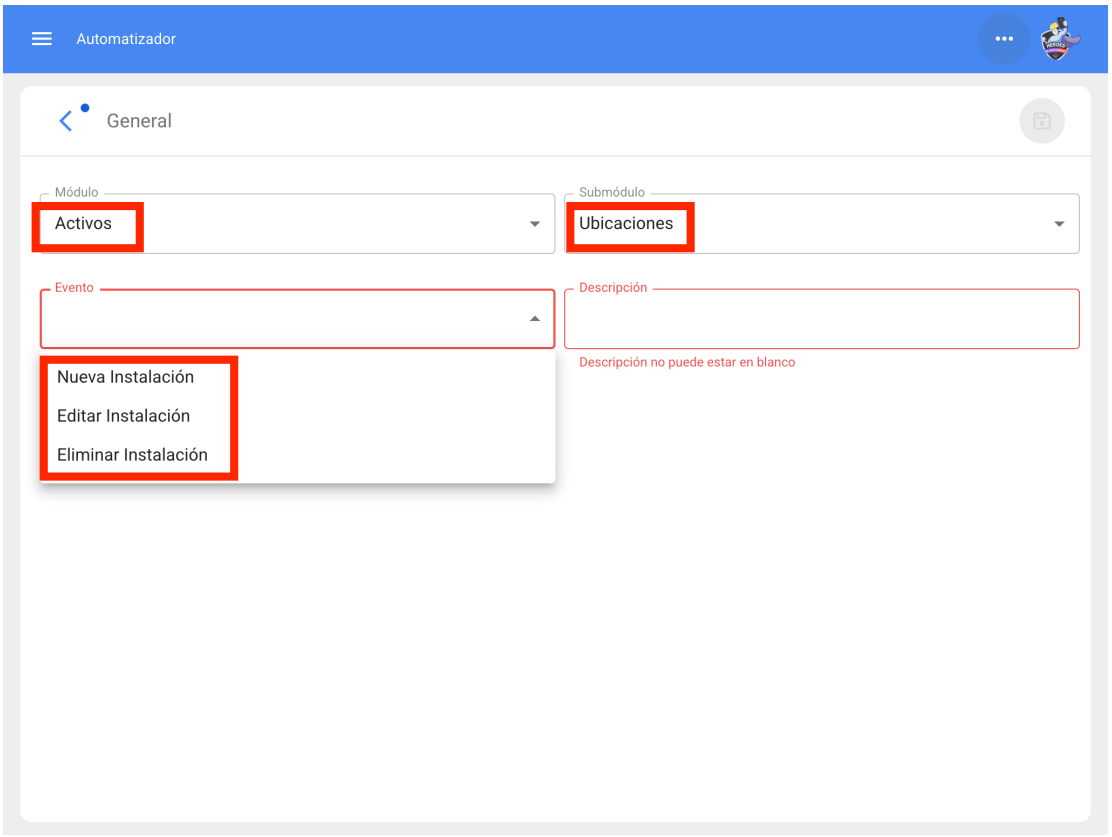


It will direct us to the first of three tabs that we can configure for the rule and once there we will select the "Module", "Submodule" and "event" that we will use for our rule.

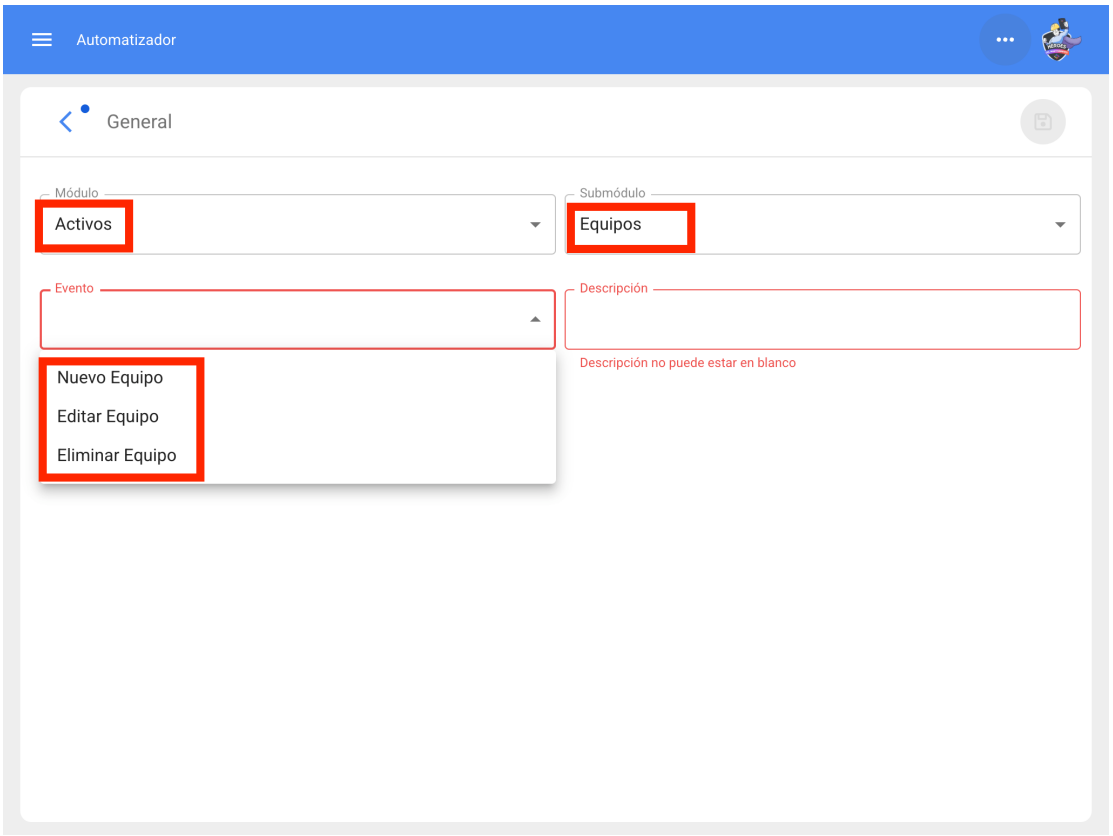


There are different Modules with Submodules and events which are shown below:

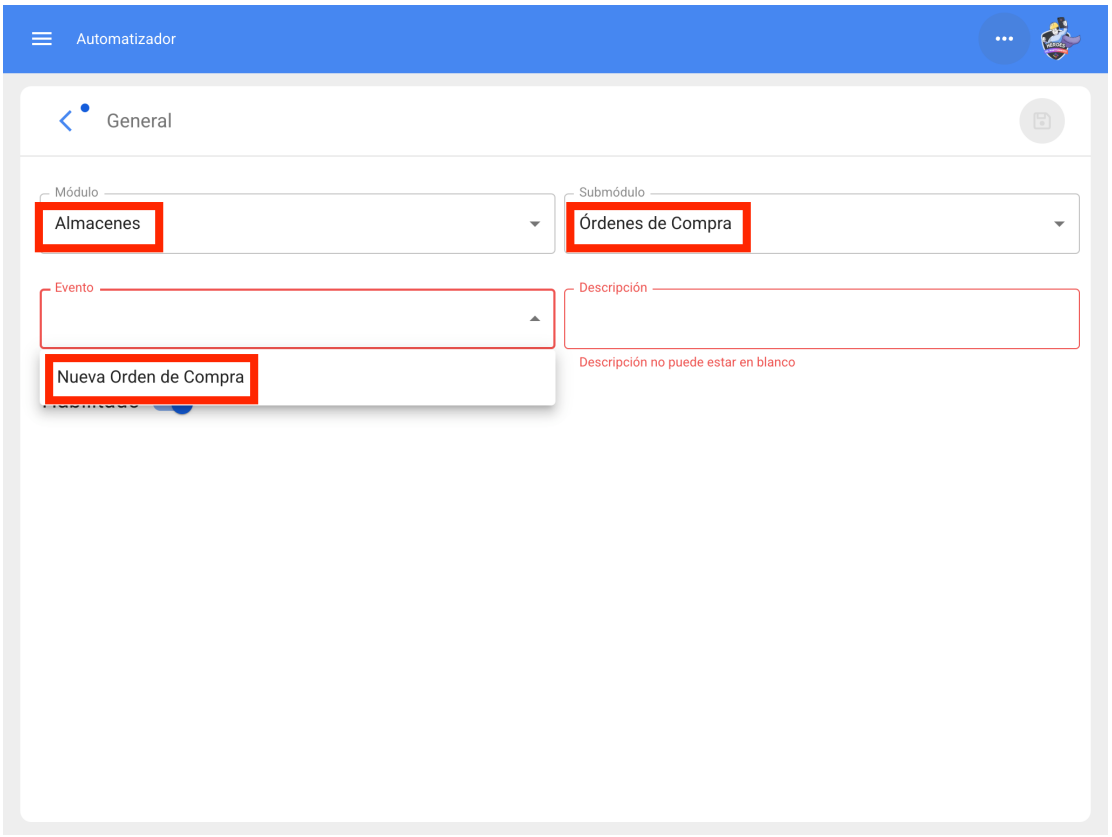
Assets -Locations



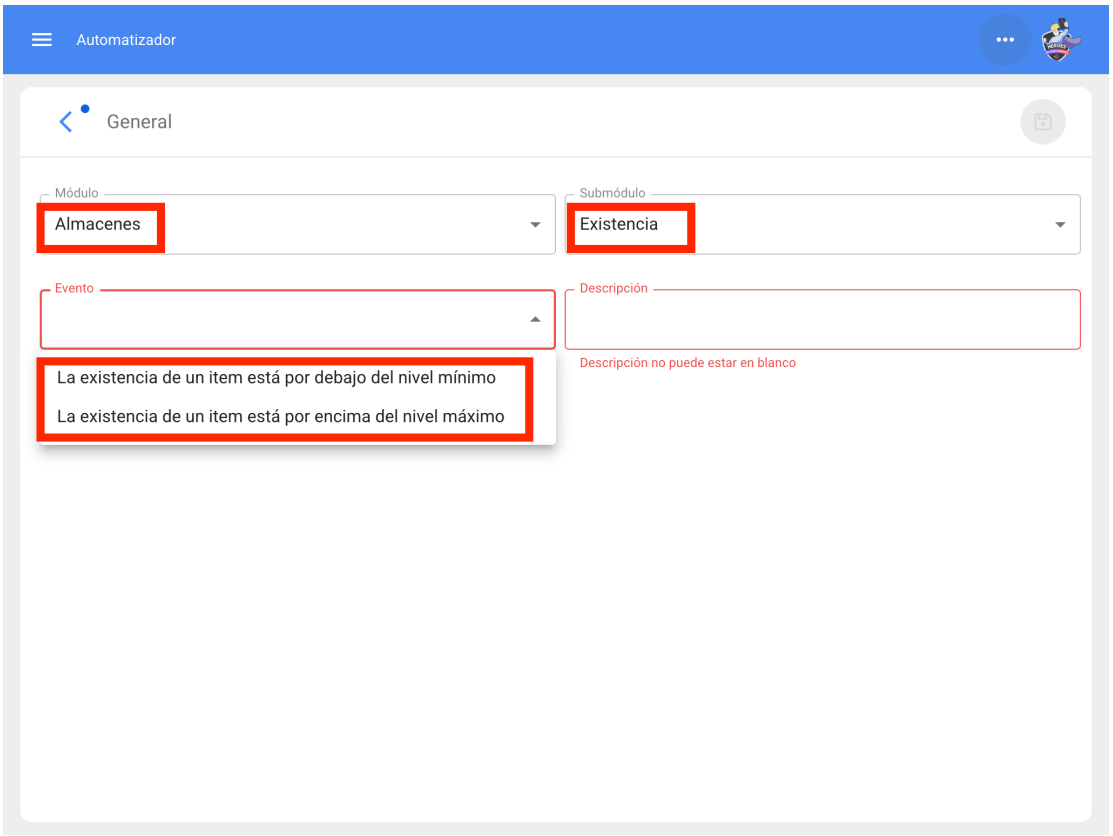
Assets -Equipment



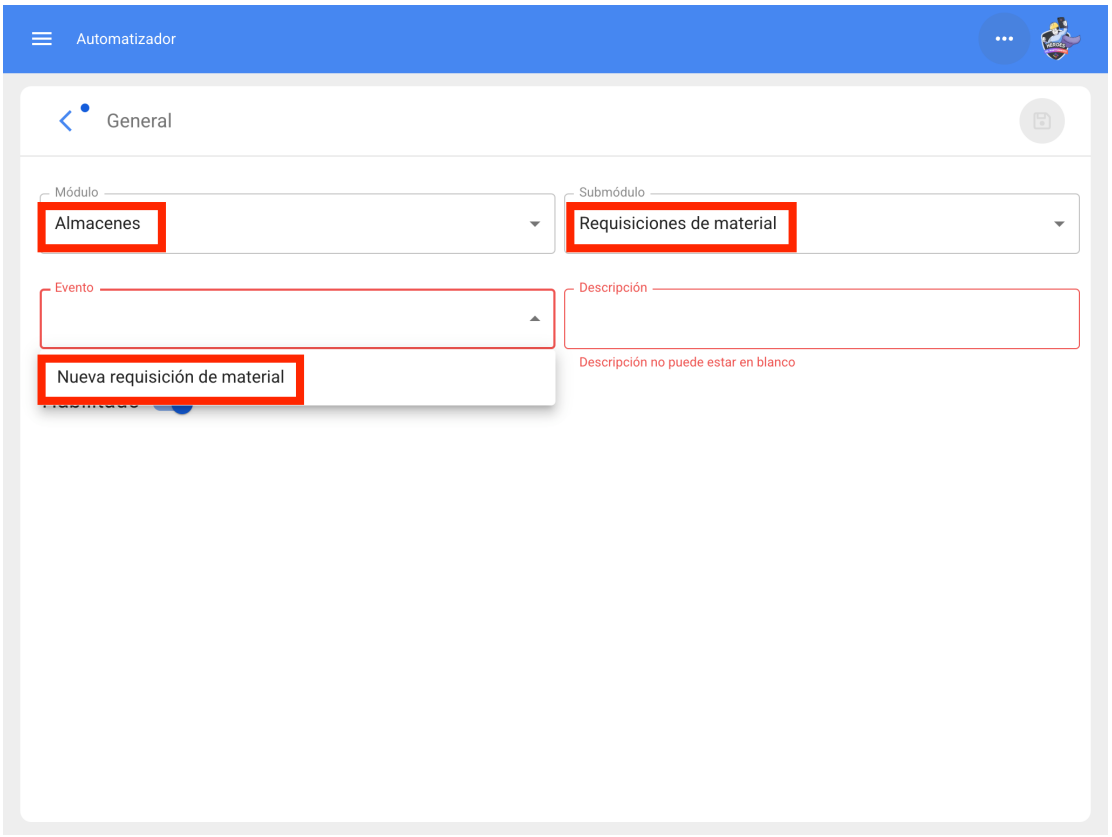
Warehouses -Purchase Orders



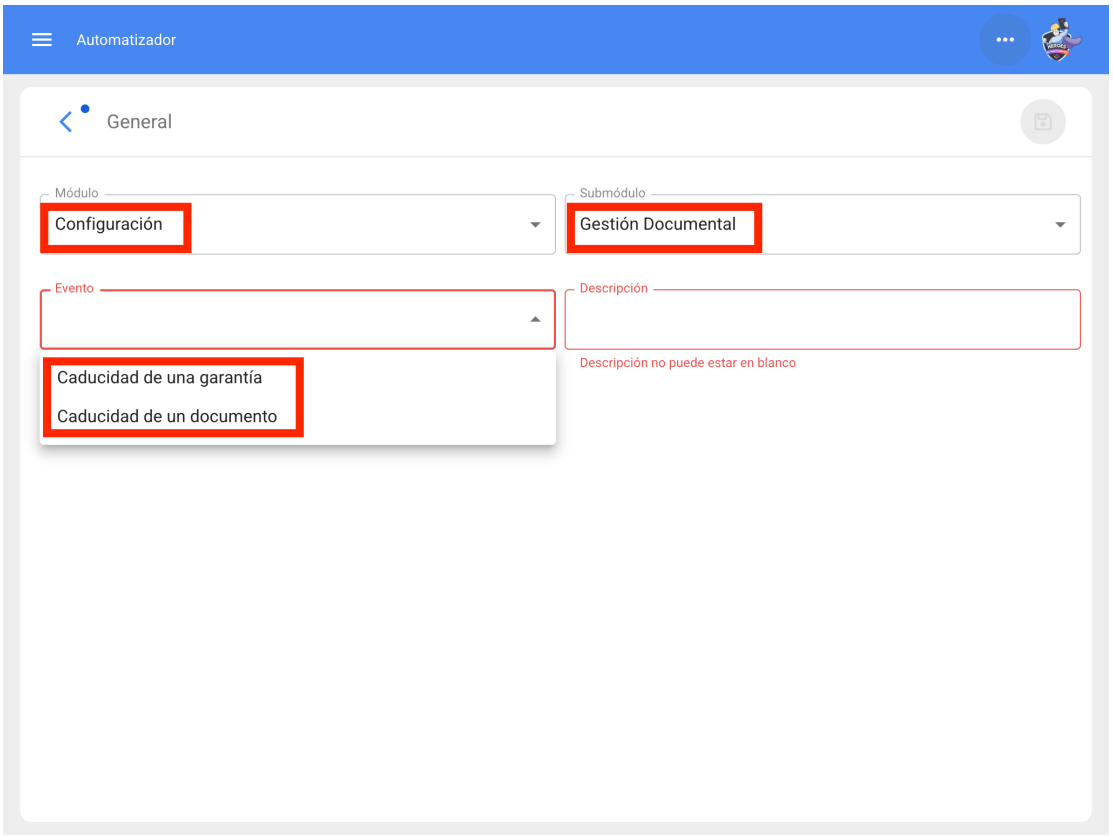
Warehouses -Existence



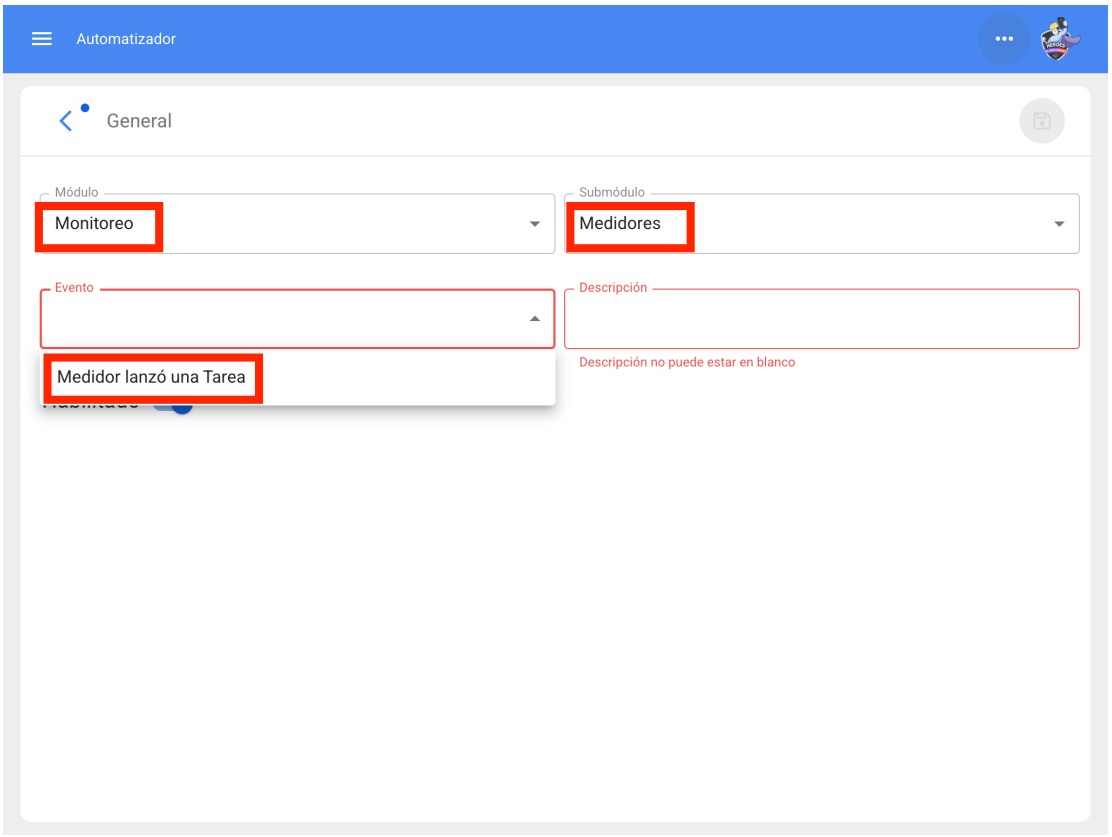
Warehousing -Requisitions



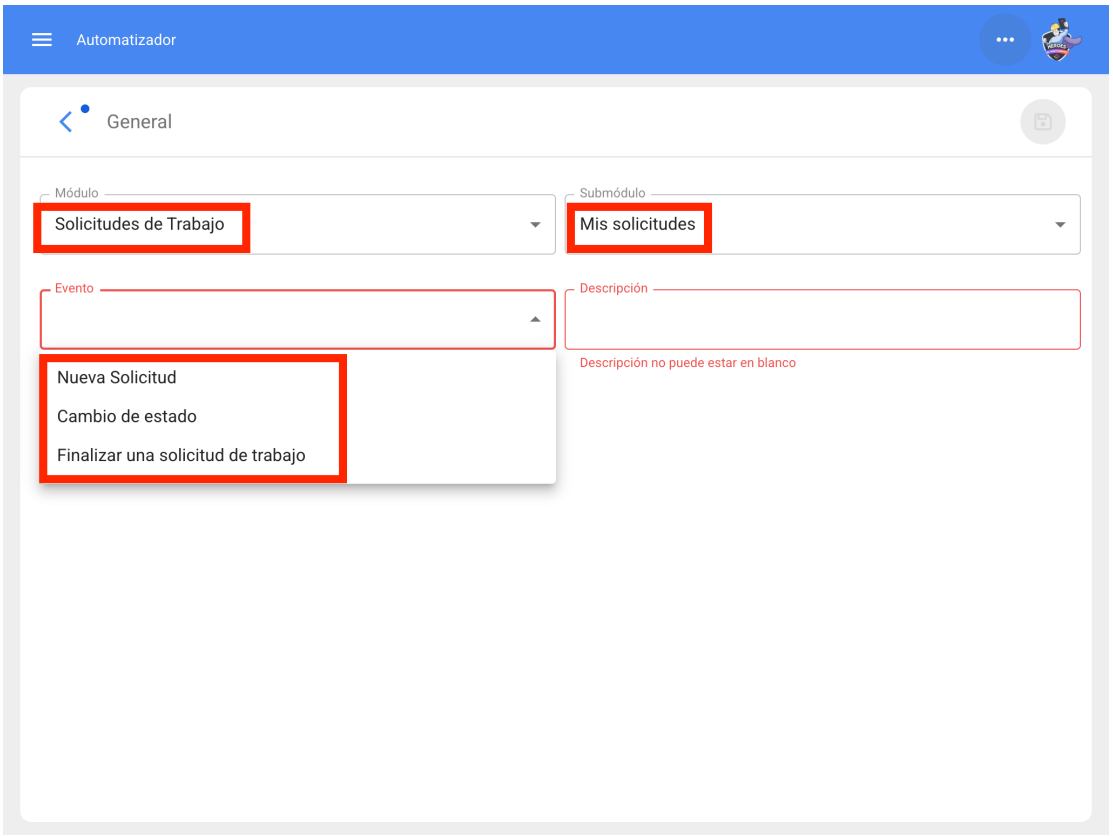
Settings -Documentary Management



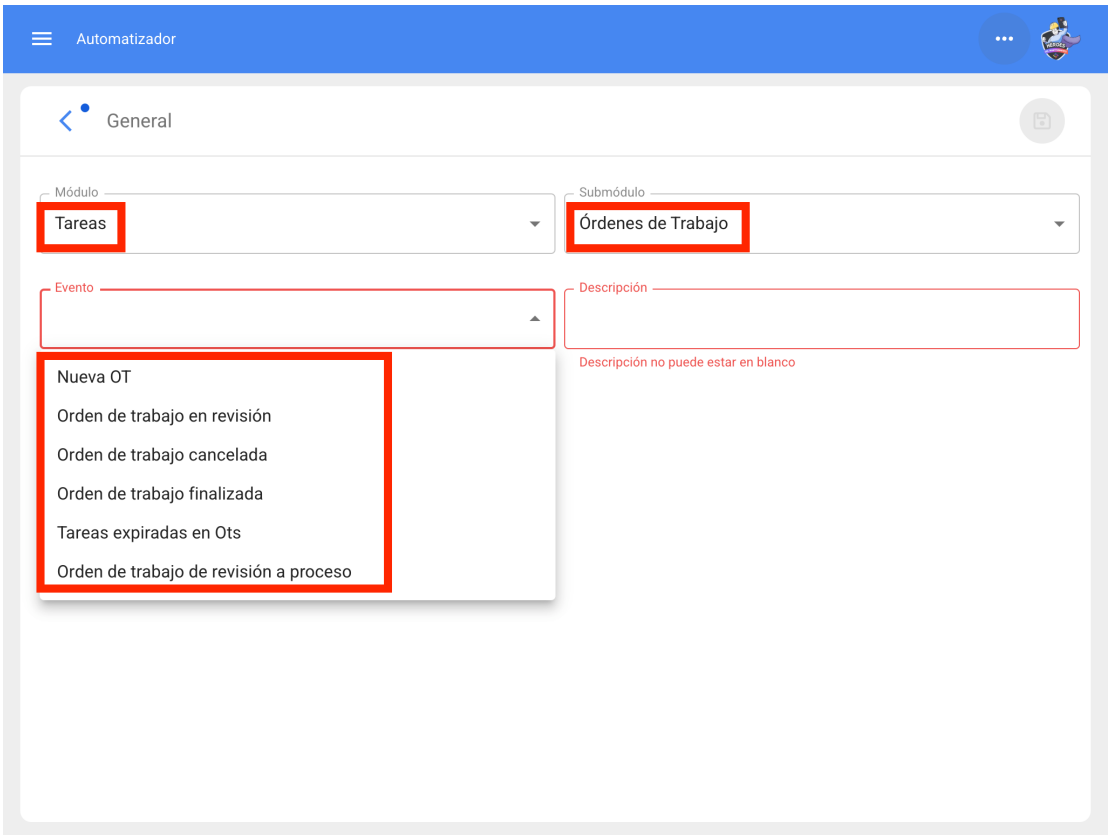
Monitoring -Meters



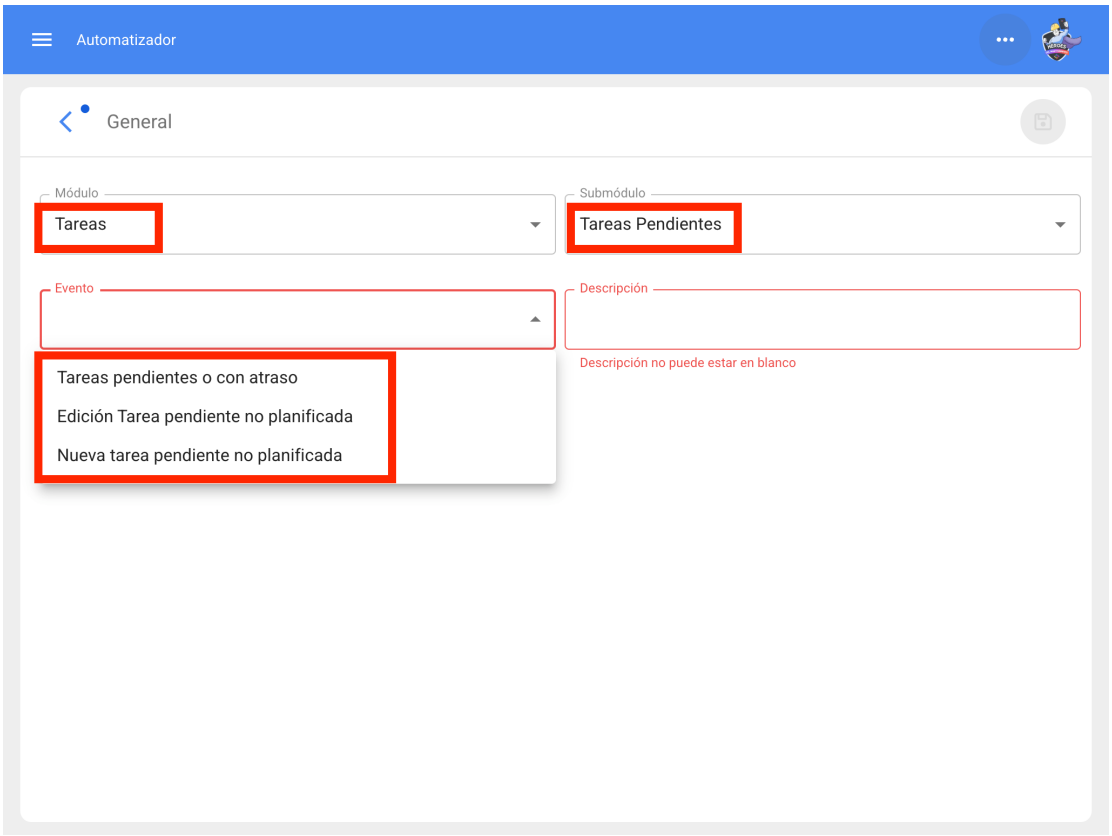
Job applications -My applications



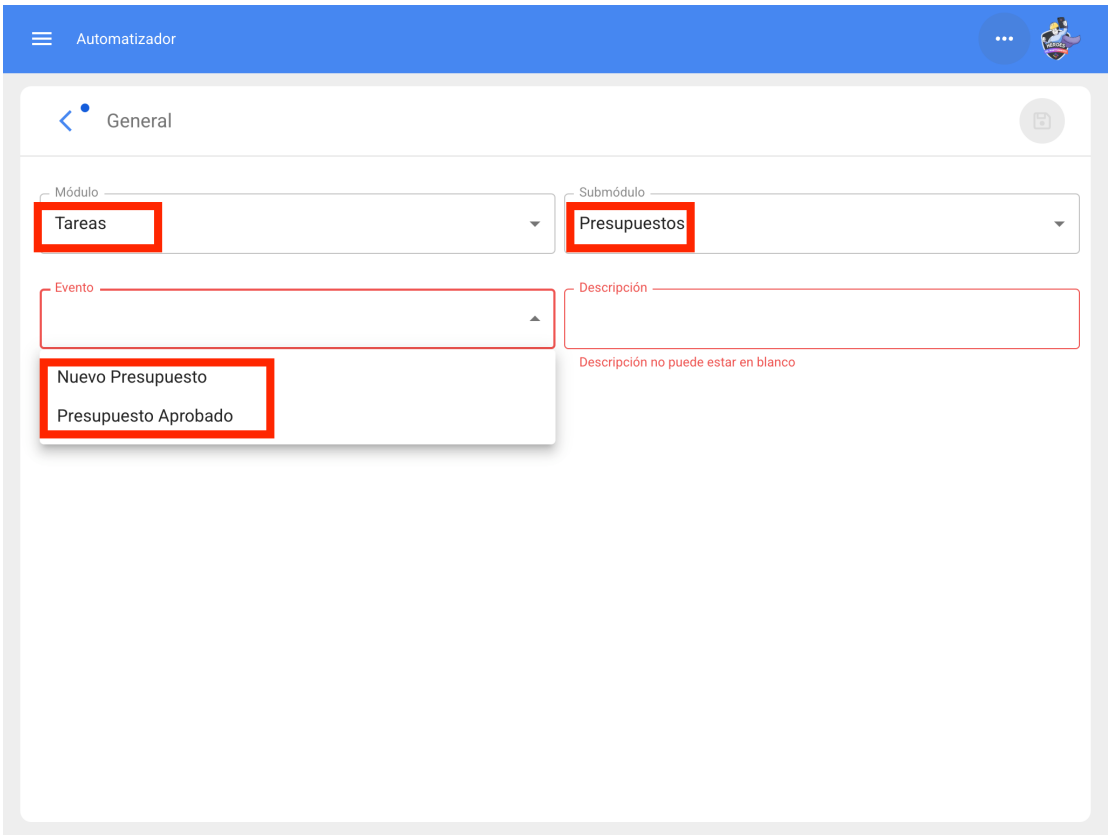
Work management - Work Orders



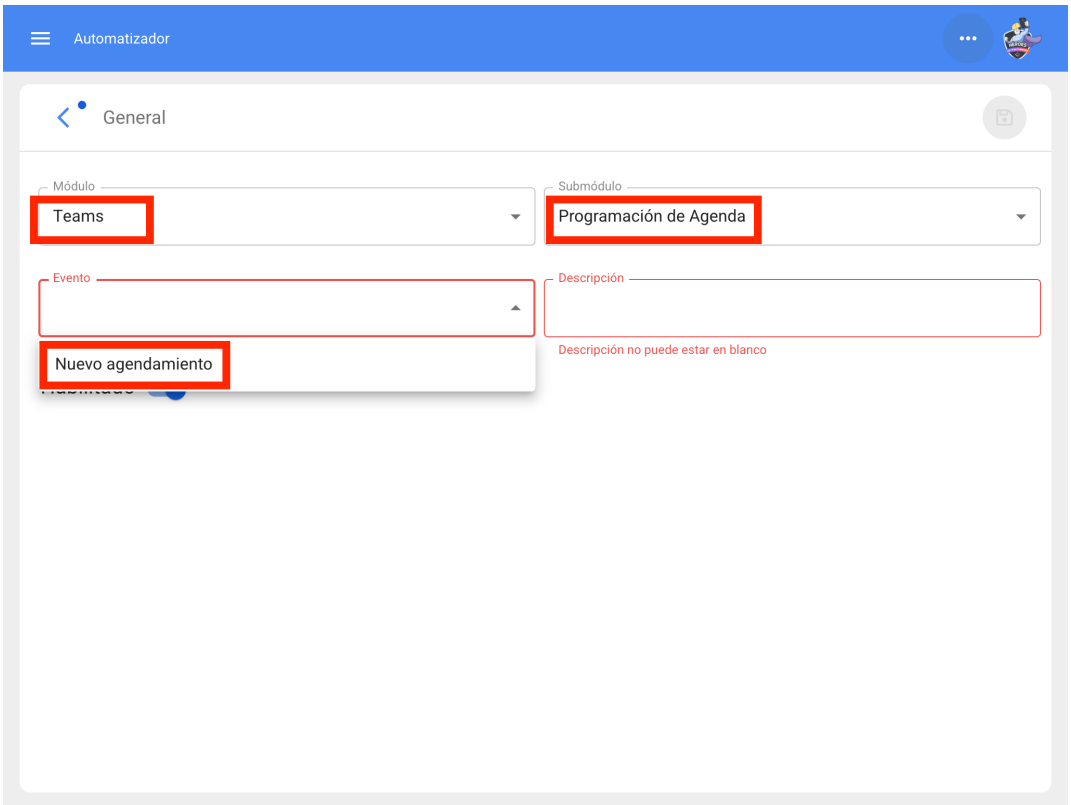
Work management -Pending Tasks



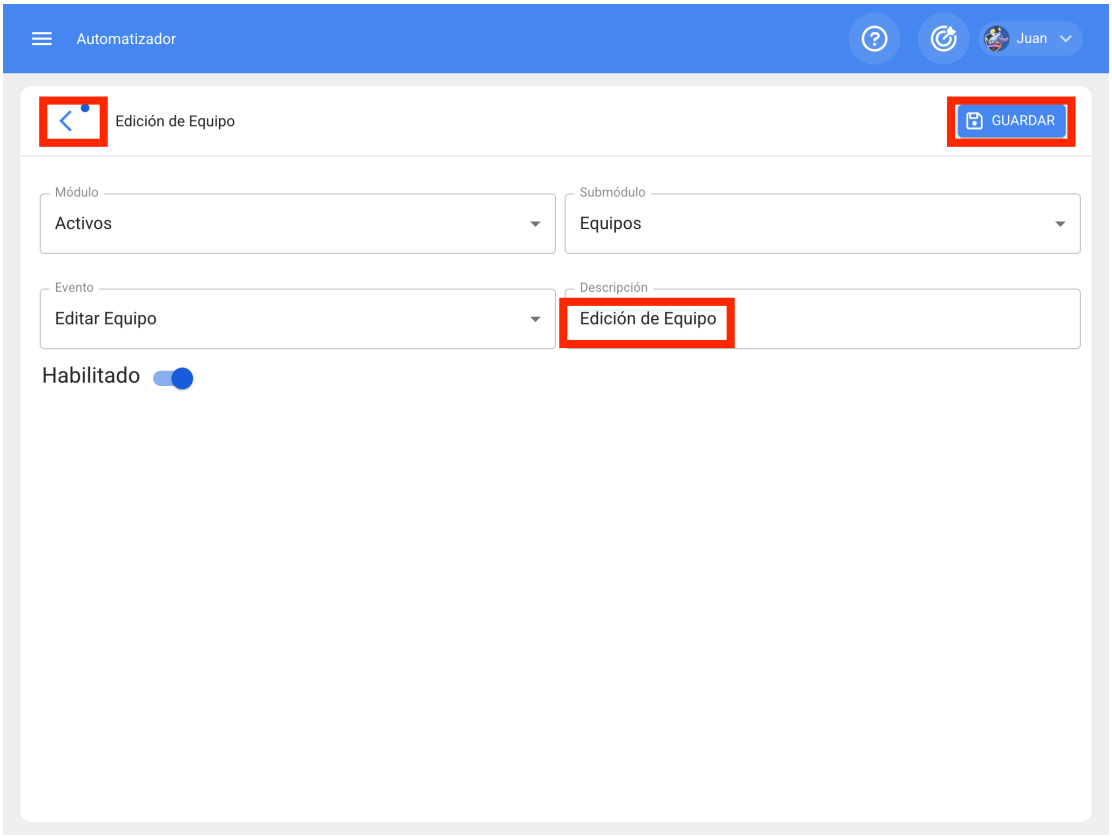
Work management -Budget



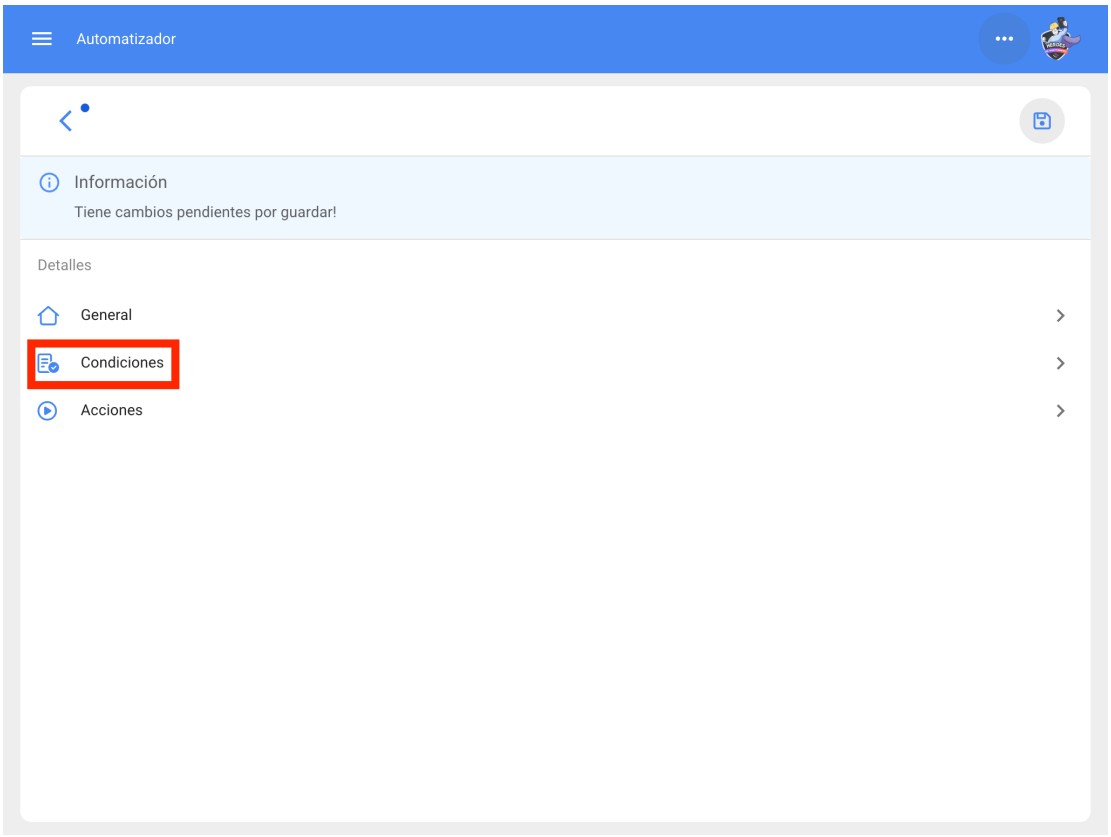
Teams - Agenda Scheduling

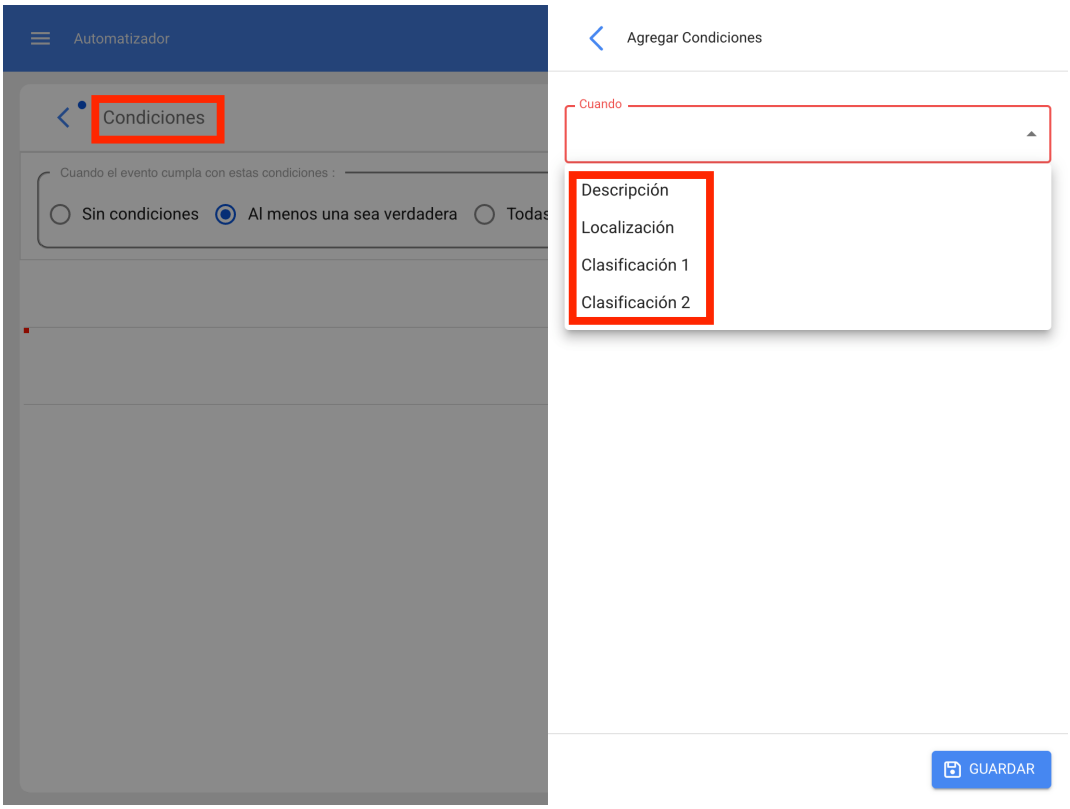


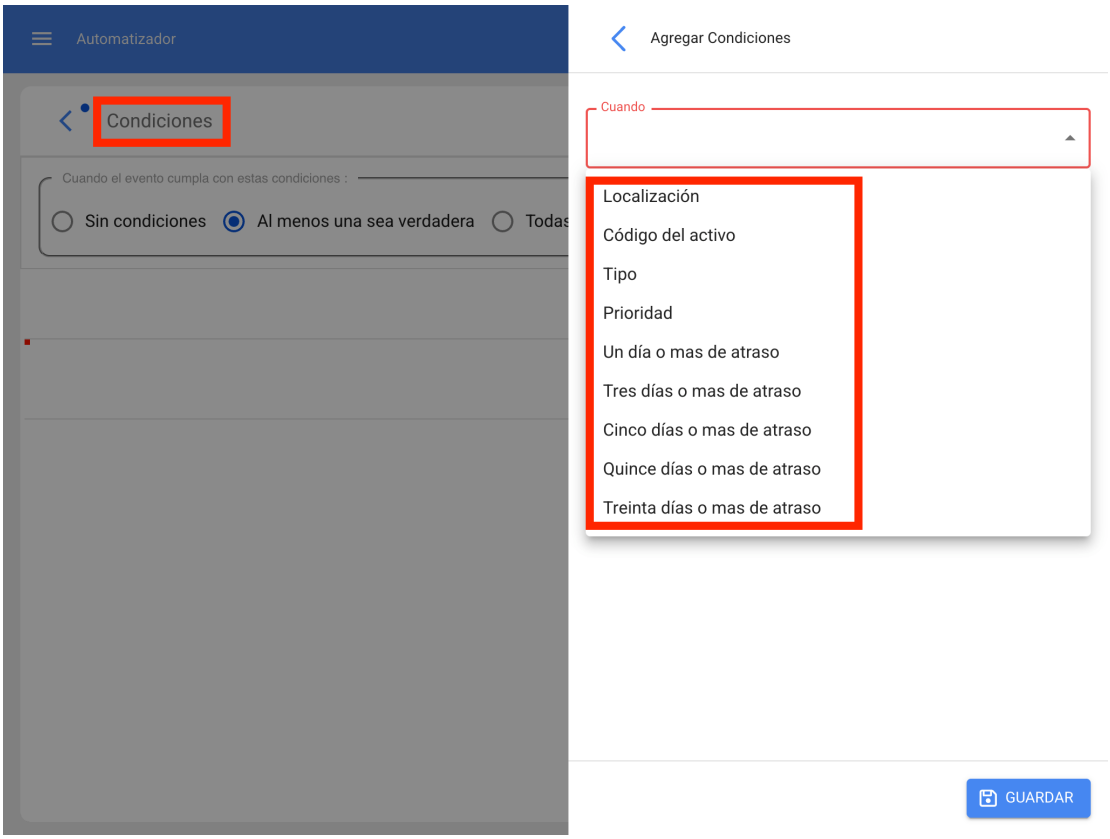
Once we have the event to generate we will put in "Description" the name of the rule to identify it in the main list of created rules, we will click on save with the icon that appears in the upper right part and back with the icon on the left.



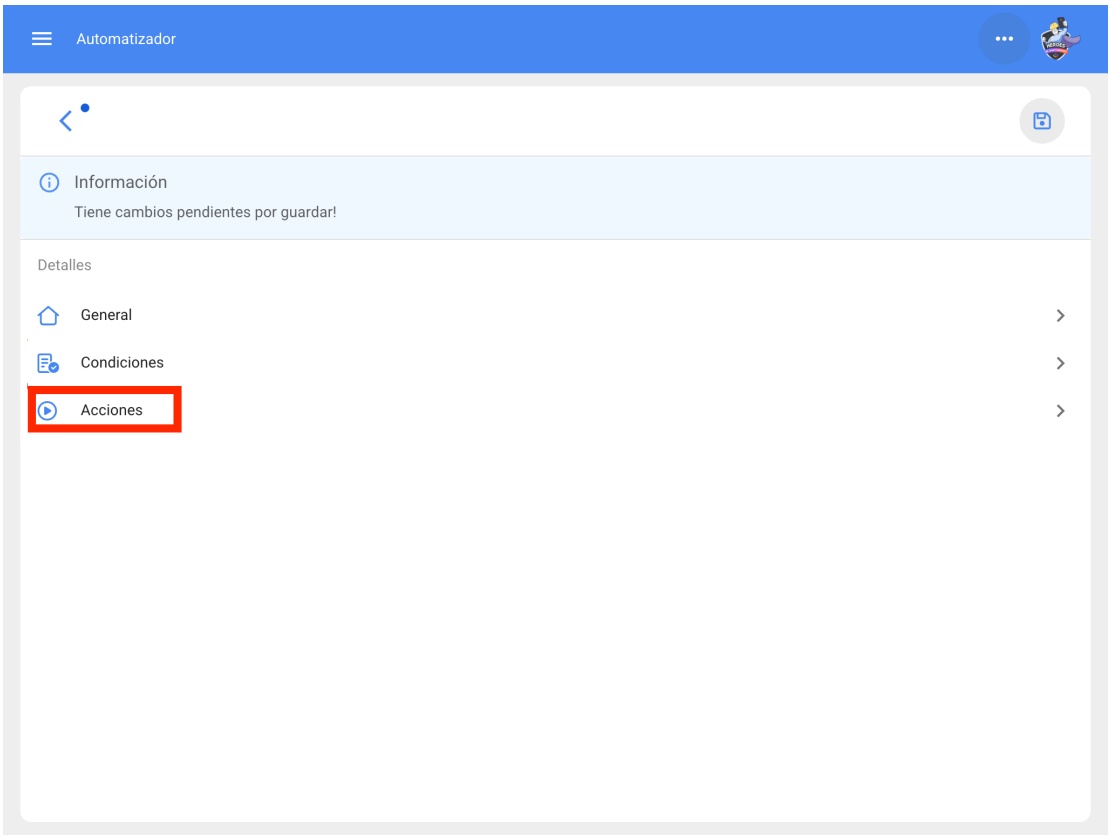
Now we will go to the "Conditions" tab and there we can create specific conditions that the event should meet to be triggered, conditions such as asset locations equal or different to any specified, asset codes that contain some data or are equal to the condition, asset types, priorities, etc., different conditions can be created and depending on the window will open some that have more or less conditions.

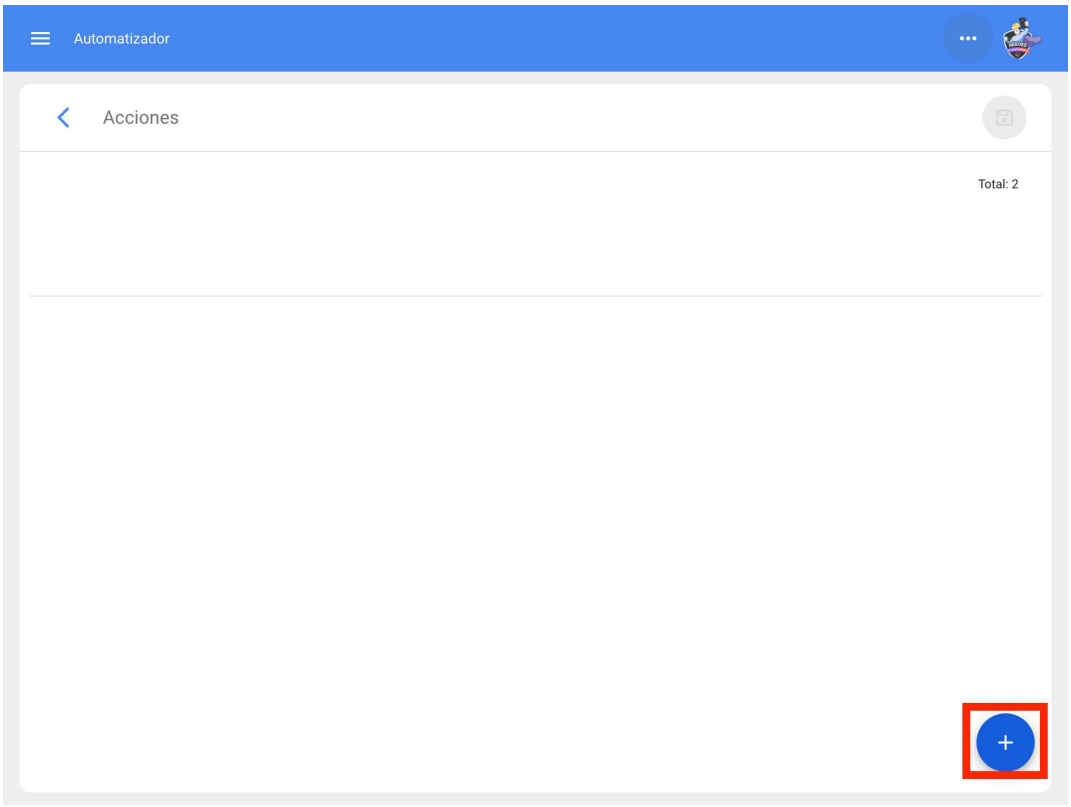

Automatizador
Información
Tiene cambios pendientes por guardar!
Detalles
General
Condiciones
Acciones

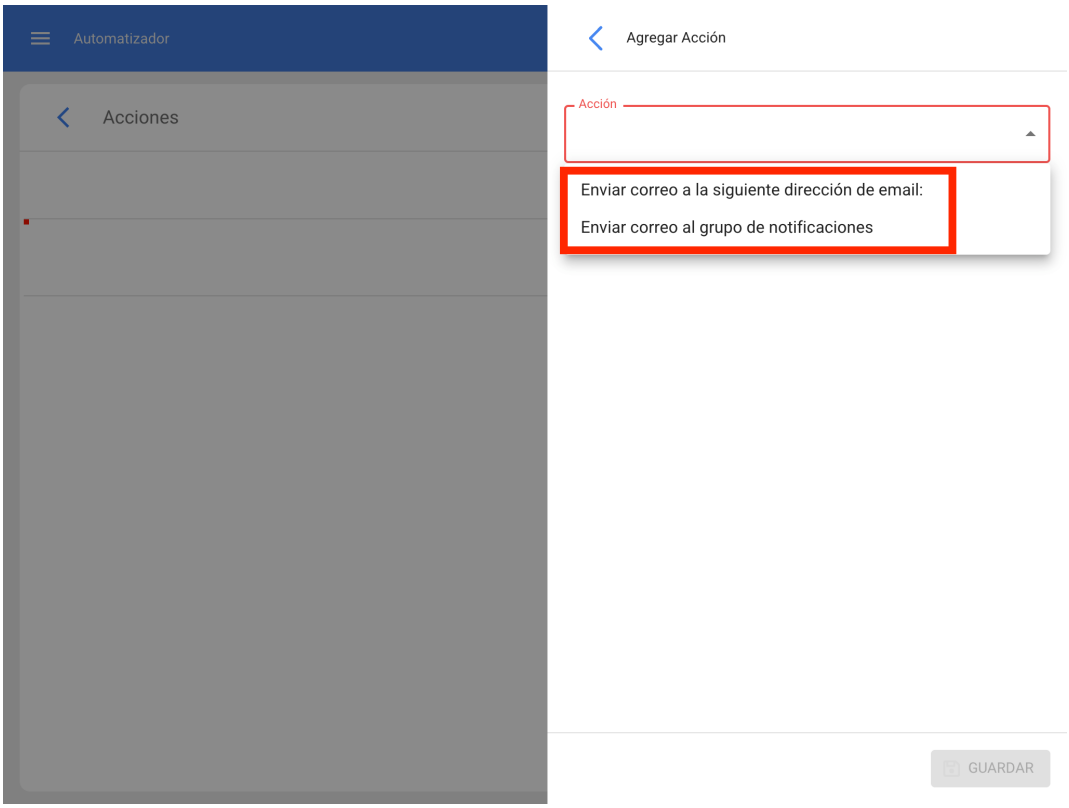

Automatizador
Condiciones
Cuando el evento cumpla con estas condiciones :
Sin condiciones
Al menos una sea verdadera
Agregar Condiciones
Cuando
Descripción
Localización
Clasificación 1
Clasificación 2
GUARDAR



Finally in the third tab we have the action, in this option we configure what the rule will do in this event when it is activated, mainly we will have the option to send the notification via email to a specific address or to a group of people among others depending on the event.


Automatizador
Información
Tiene cambios pendientes por guardar!
Detalles
General
Condiciones
Acciones


Automatizador
Acciones
Total: 2


Automatizador
Acciones
Agregar Acción
Acción
Enviar correo a la siguiente dirección de email:
Enviar correo al grupo de notificaciones
GUARDAR

Fracttal One Advanced Warehouse Functionalities

help.fracttal.com/en/articles/6143019-advanced-warehouse-functionalities

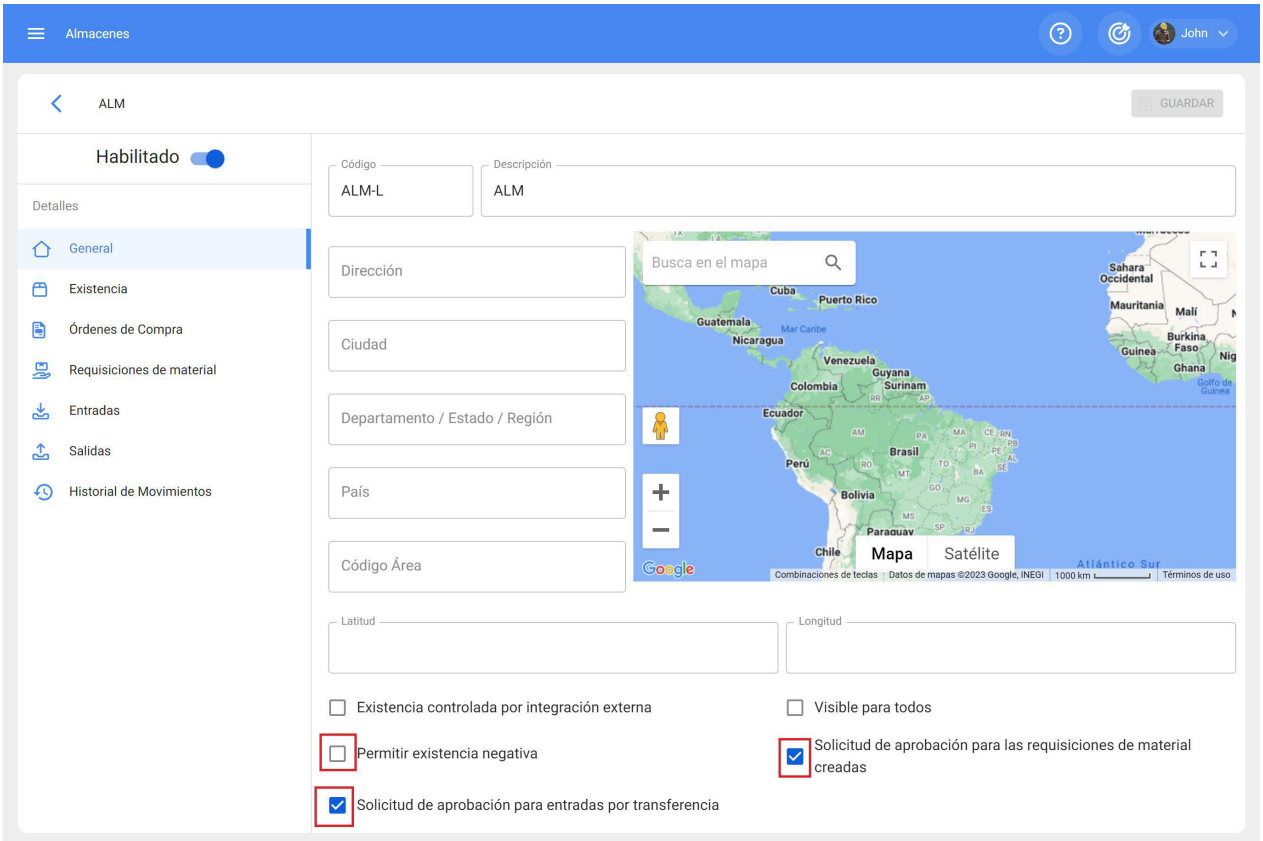
With the addon "Advanced Warehouse Functionalities" additional functions are triggered in the system, mainly in the "Warehouses" module:

1. Extra options in the general configuration of each warehouse.
2. Automatically outgoing a material requisition within a warehouse.
3. Enable the 'purchase request' sub-module within the request module.

1) Extra options in the general settings:

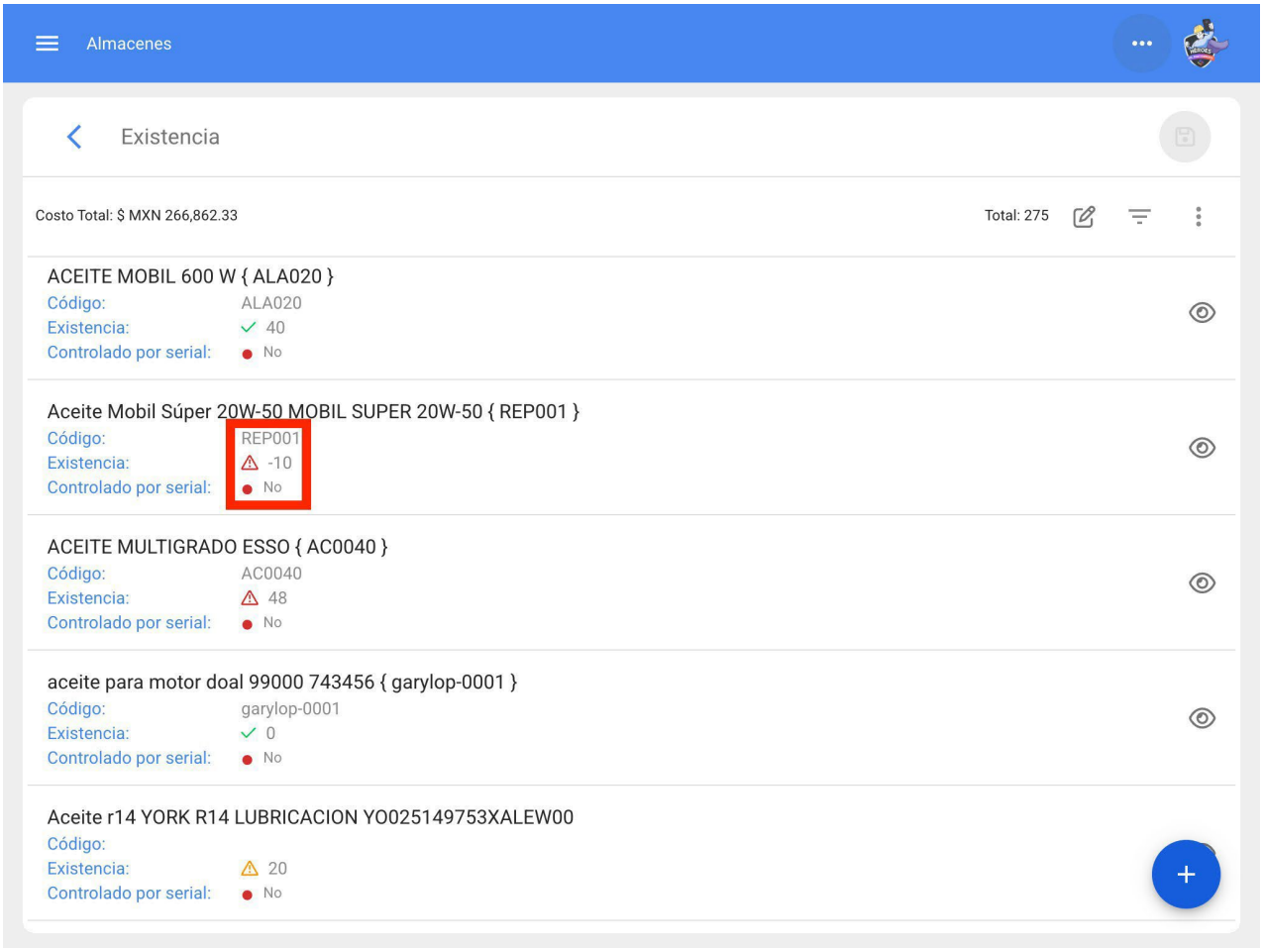
When creating or opening any of our warehouses, we will see three additional check boxes with the following options:

- Allow negative existence.
- Approval request for created material requisitions. Request for approval for
- entries by transfer.



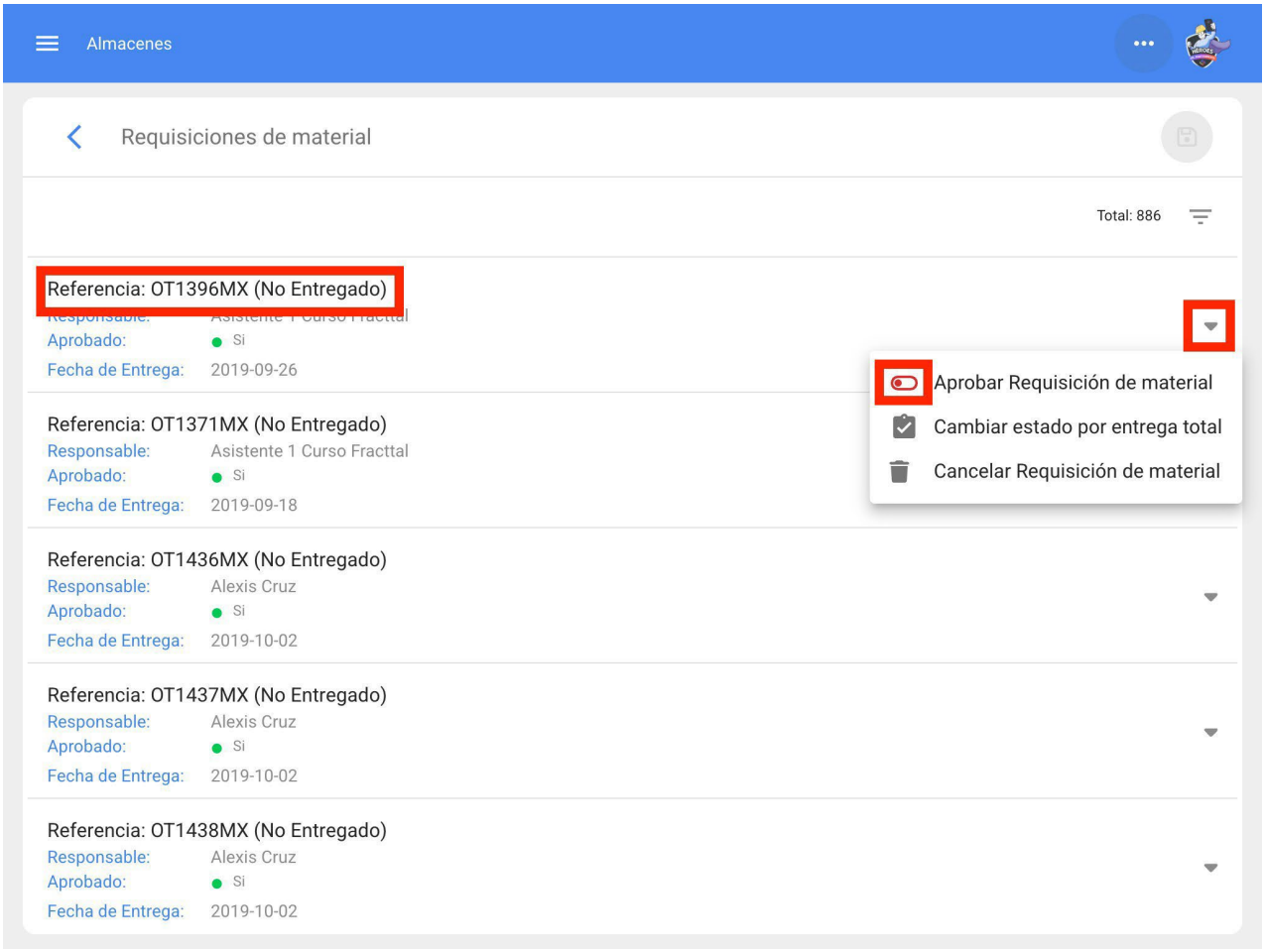
Allow negative existence:

When we have "Allow negative stock" activated, it will allow us to perform material outgoing even without having the requested quantity, situation that in a normal way would send us a message telling us that "There is not enough stock in the Warehouse", however, with the advanced warehouses addon this message will not appear, and the stock will be reflected in the following way:

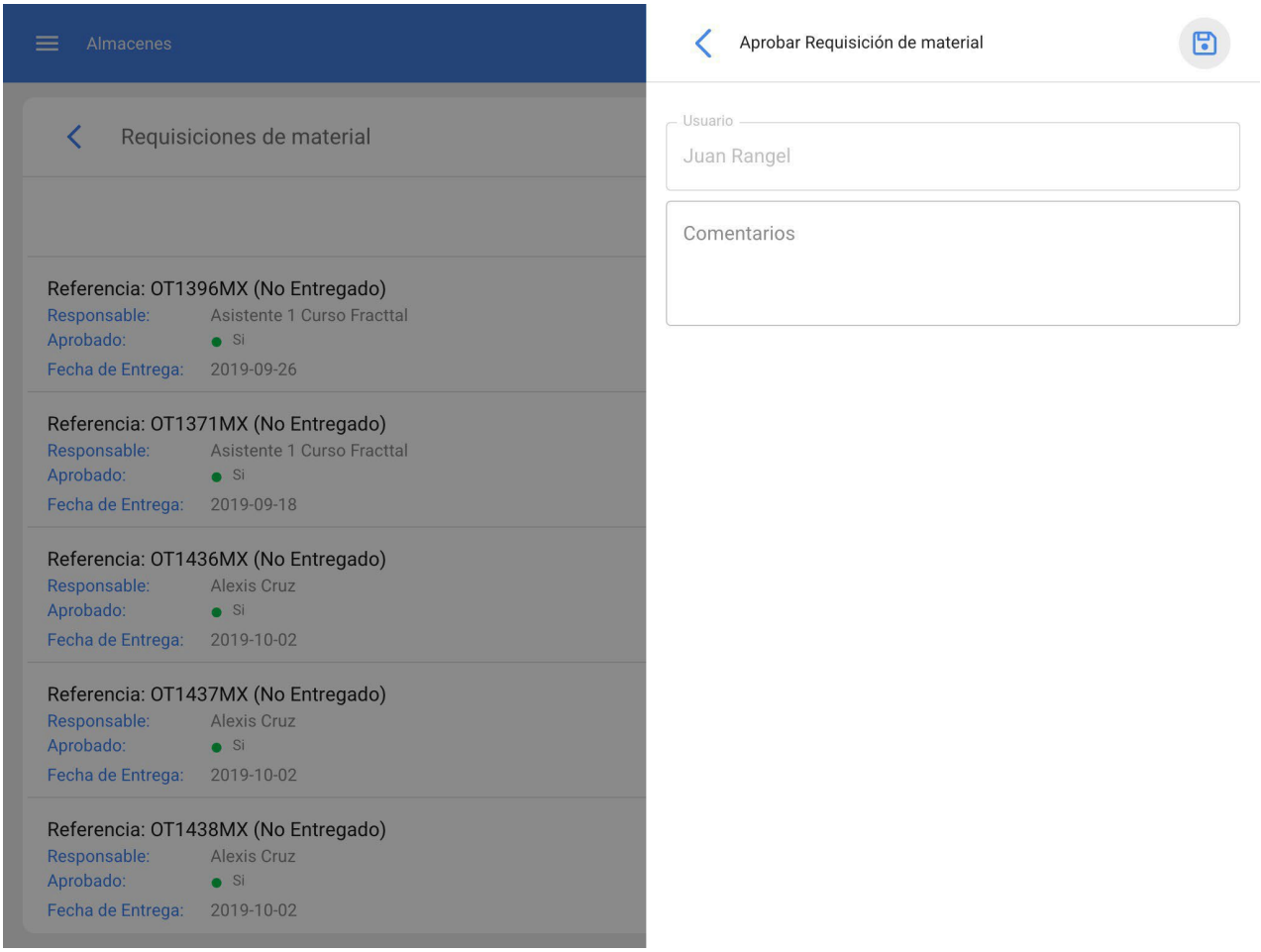


Request for approval for material requisitions created:

On the other hand, with the 'Request approval for created material requisitions' option activated, a block will be generated regarding material outgoing by means of work orders. With this, you must manually approve each material requisition before outgoing the requested resource: a switch will appear to approve it:

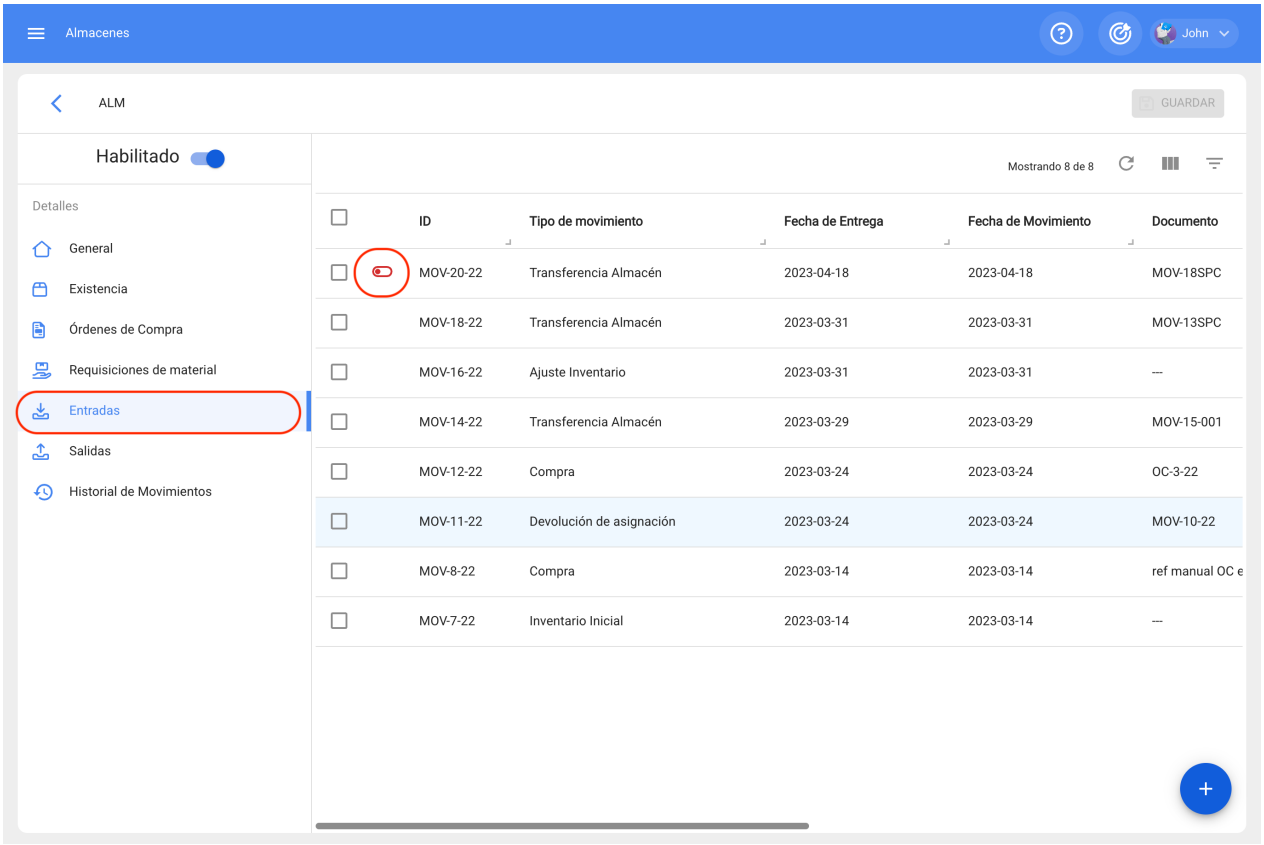


Clicking on that switch will open an option, where the user who is approving the requisition is detected and gives us the possibility to enter a comment of the approval. By clicking on the save button, the requisition will finally be approved and the outgoing process can continue:



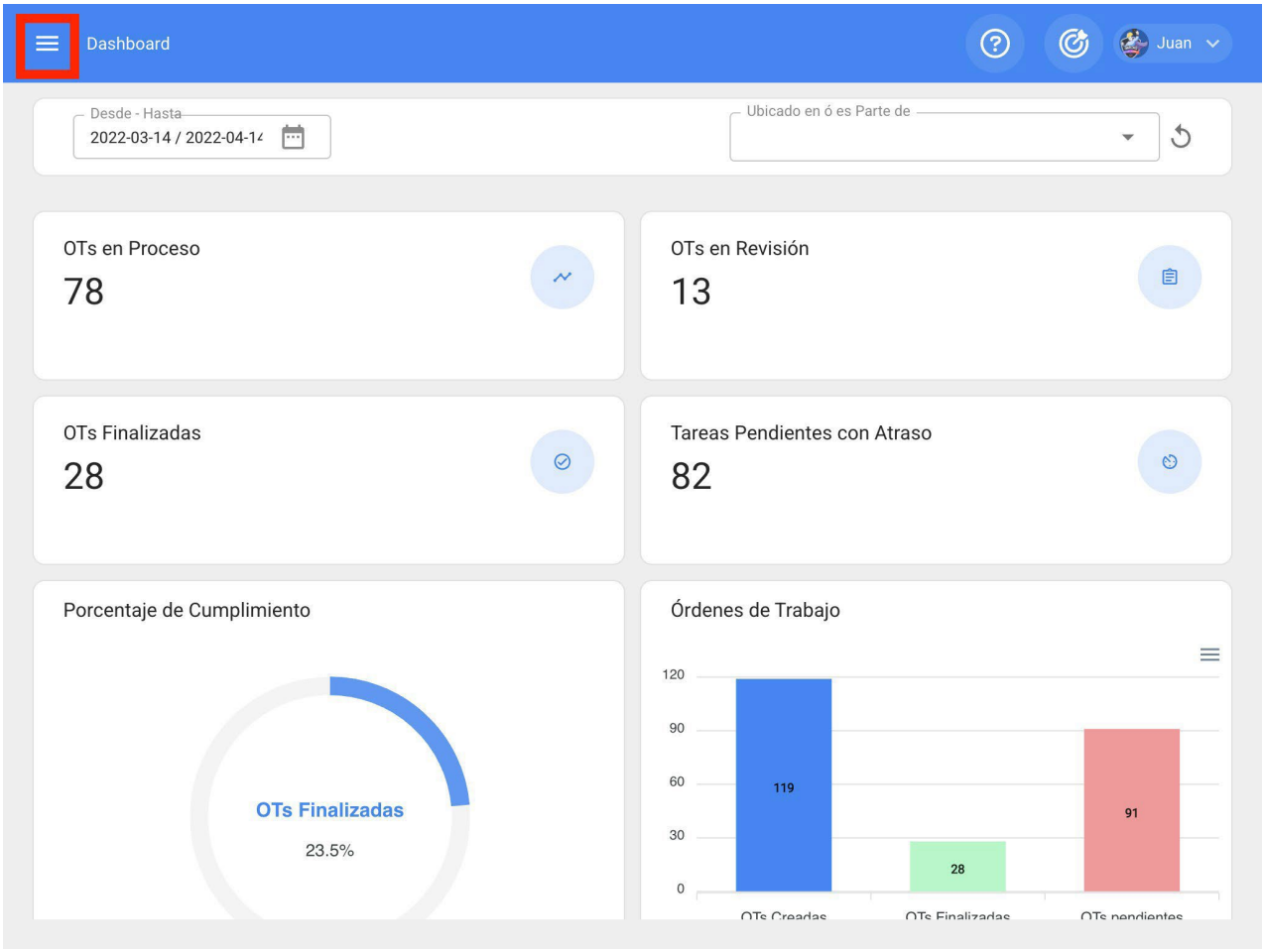
Request for approval of entries by transfer:

With the option 'Request approval for entries by transfers' activated, it is possible to request approval of entries coming by transfer between warehouses, this is enabled in the destination warehouse:

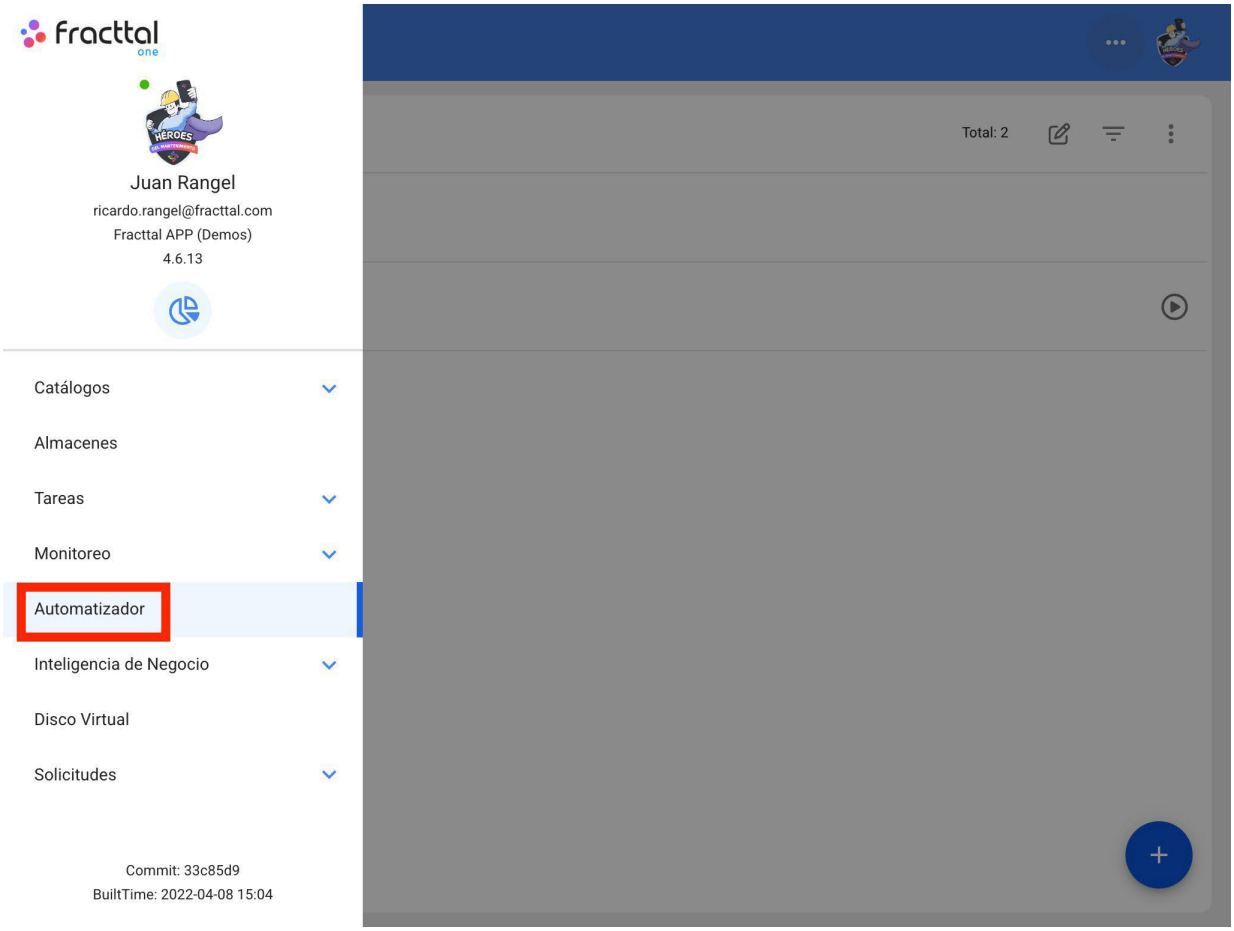


2) Automatic outgoing of a material requisition

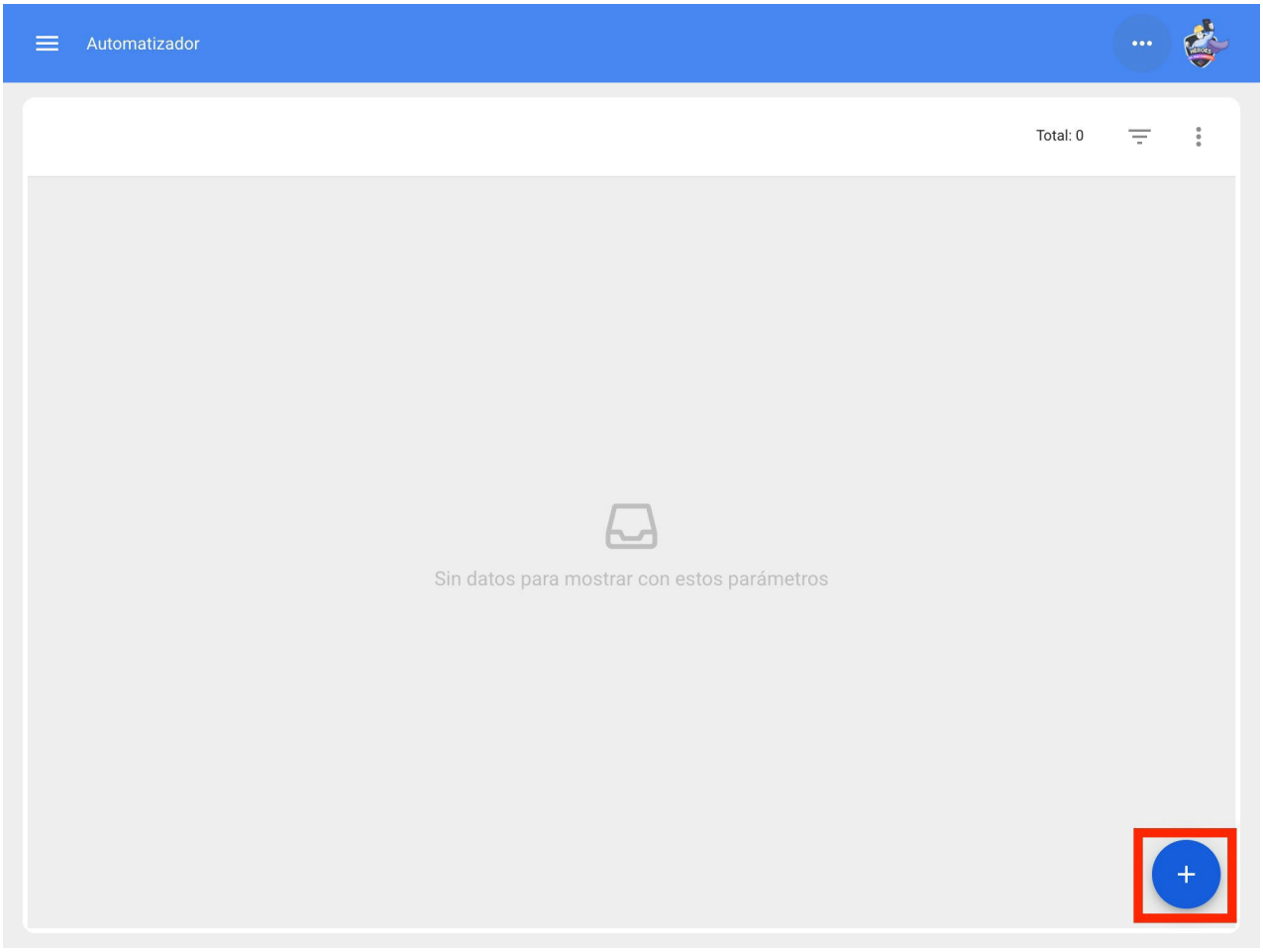
With this addon is also available a function in the "Dispatcher" module, with which we can make outgoing from the warehouse automatically when we receive a requisition. To do this, enter the main menu on the upper left side.



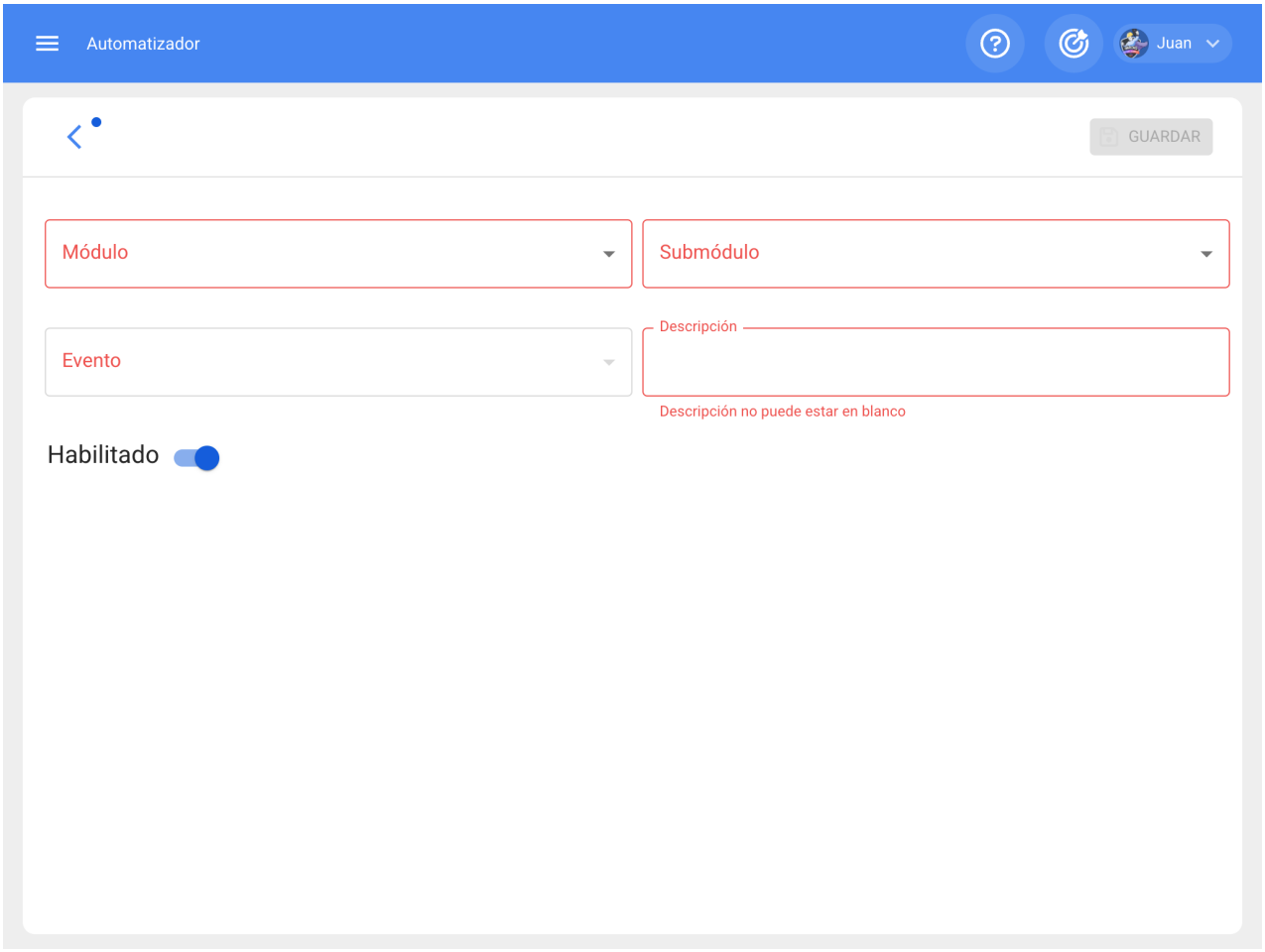
In the main menu go to the "Dispatcher" module.



Click on the plus symbol at the bottom right to create a new rule.

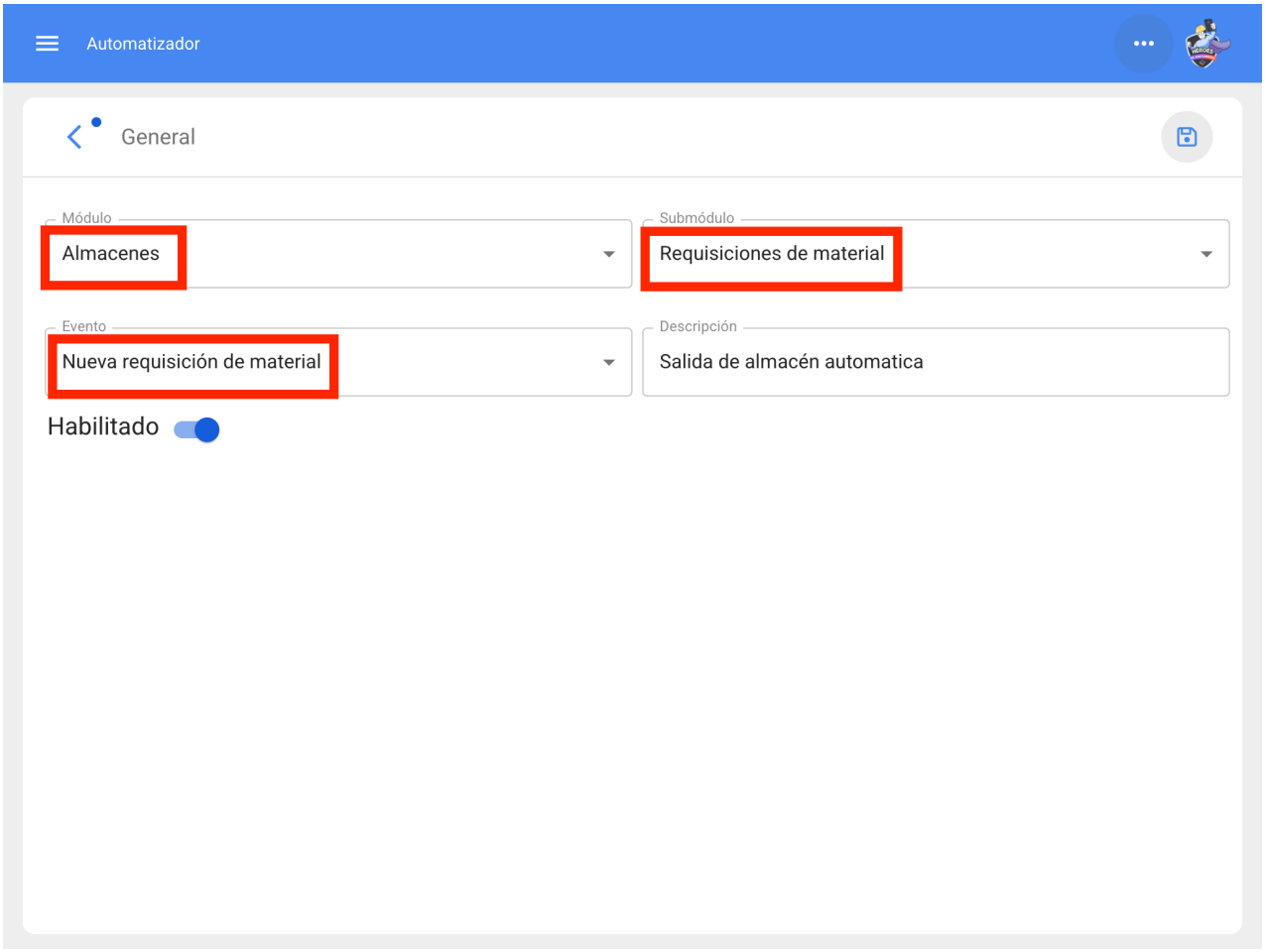


Thus, we can configure our Dispatcher rules in the three corresponding tabs:

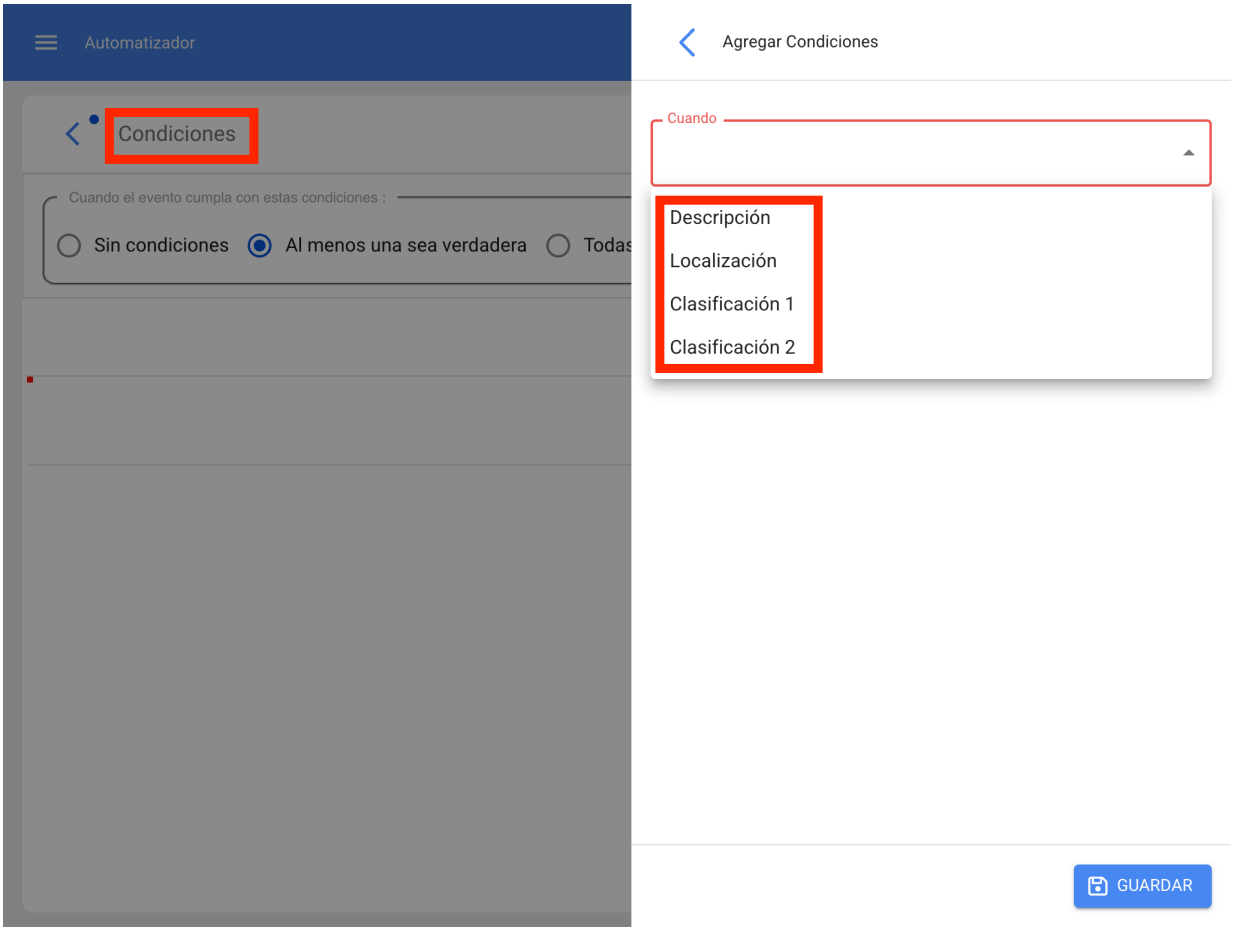


There we will select the "Module", "Sub-module" and "Event" that we will use for our rule, for the case of automatic outgoing we will do the following:

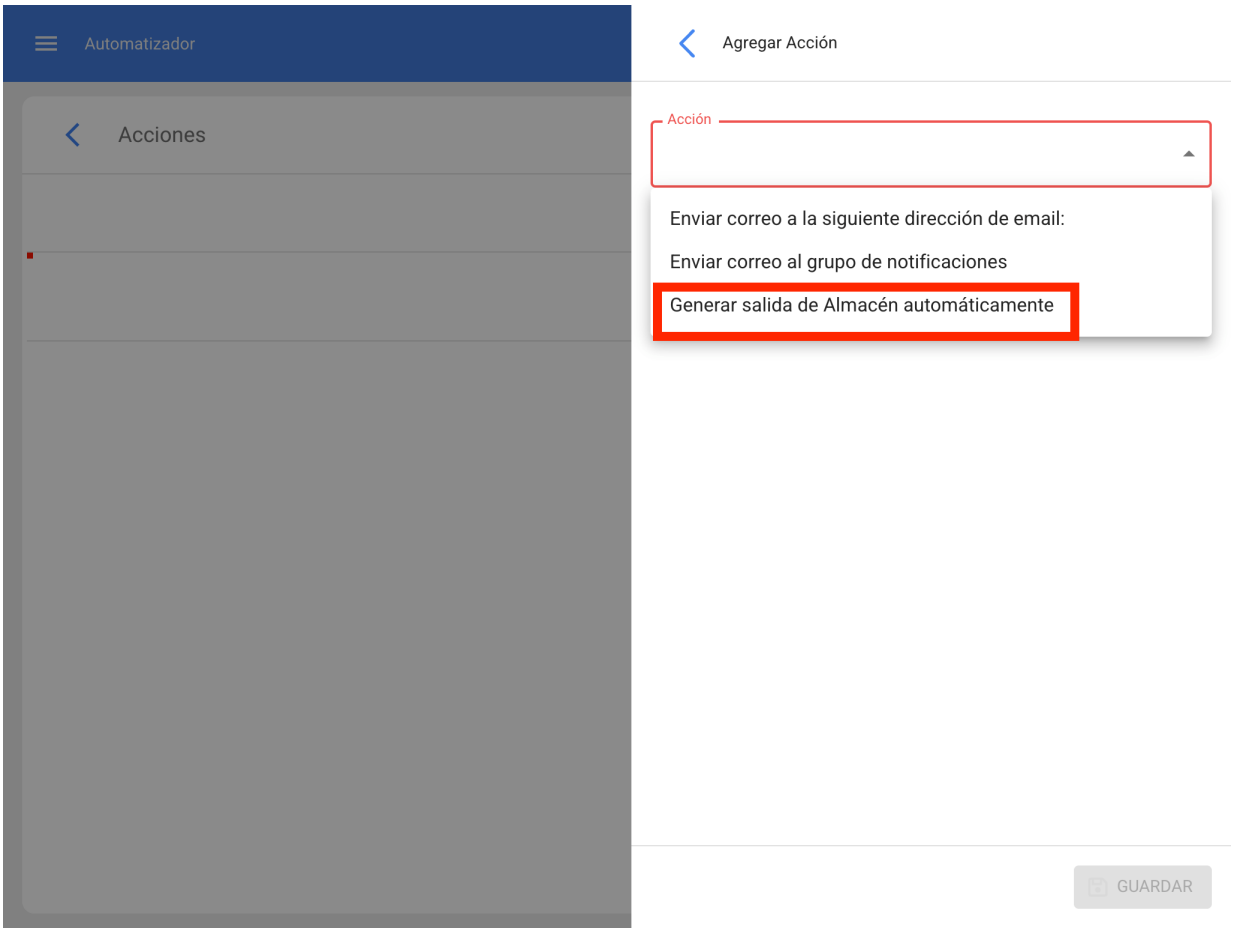
Module >Storage > Sub-module: Material Requisitions >Event: New Material Requisition

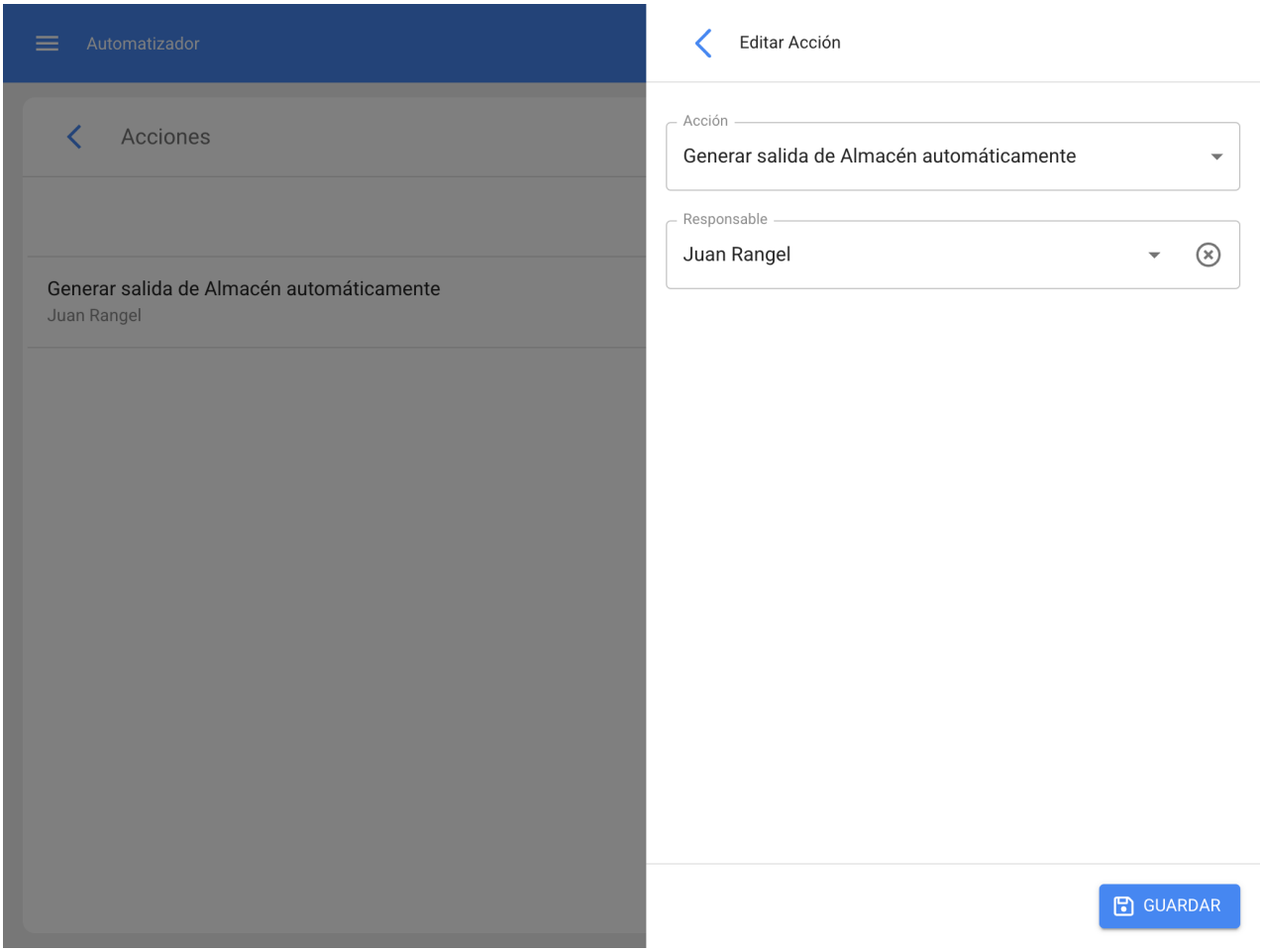


Subsequently, the conditions of the rule should be added, if necessary:



In the actions of the rule, we add one more option "Generate Warehouse Outgoing automatically", we select it and select the person responsible for the outgoing, to finalize the creation of our automatic outgoing of requisitions:

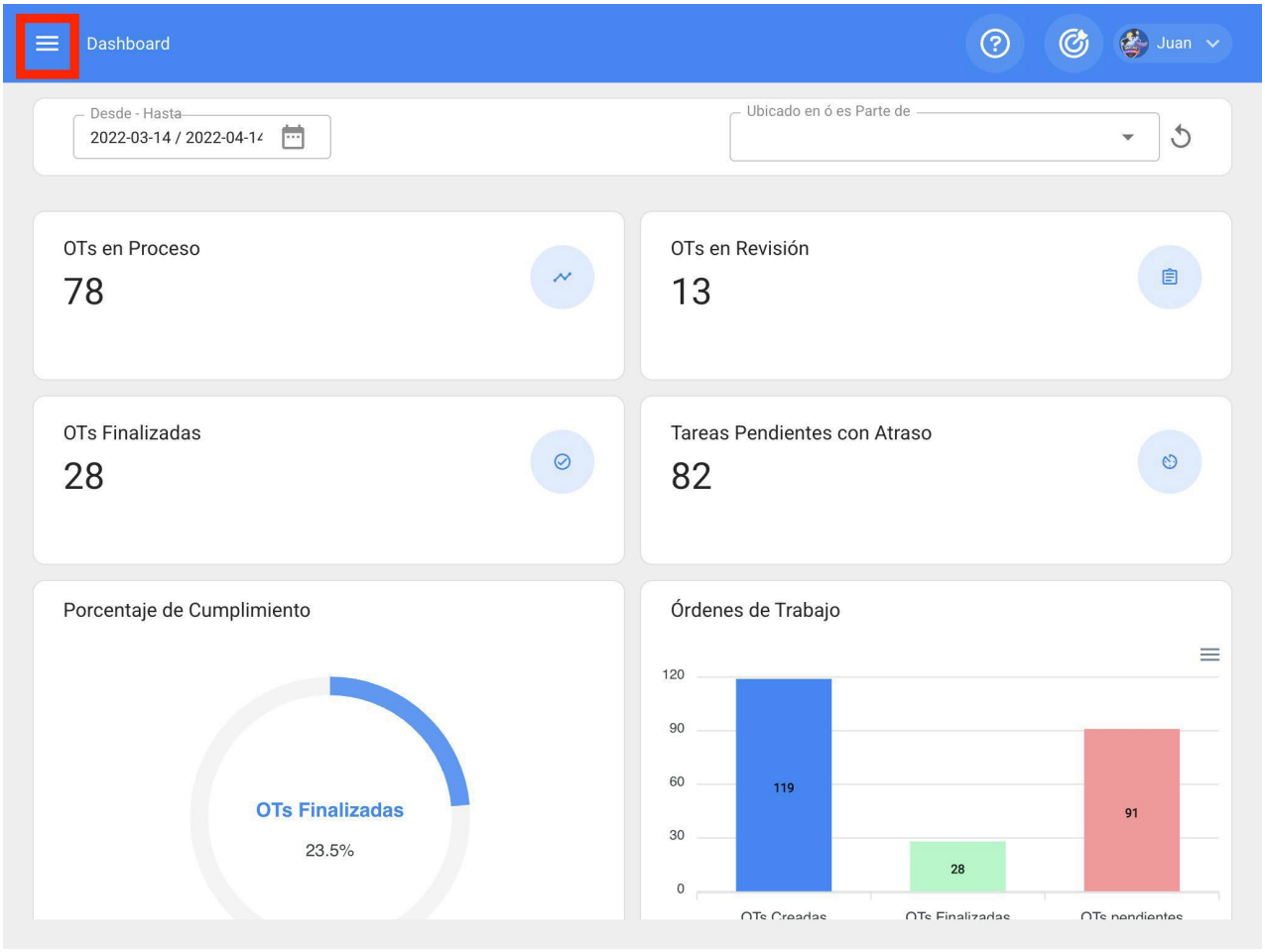




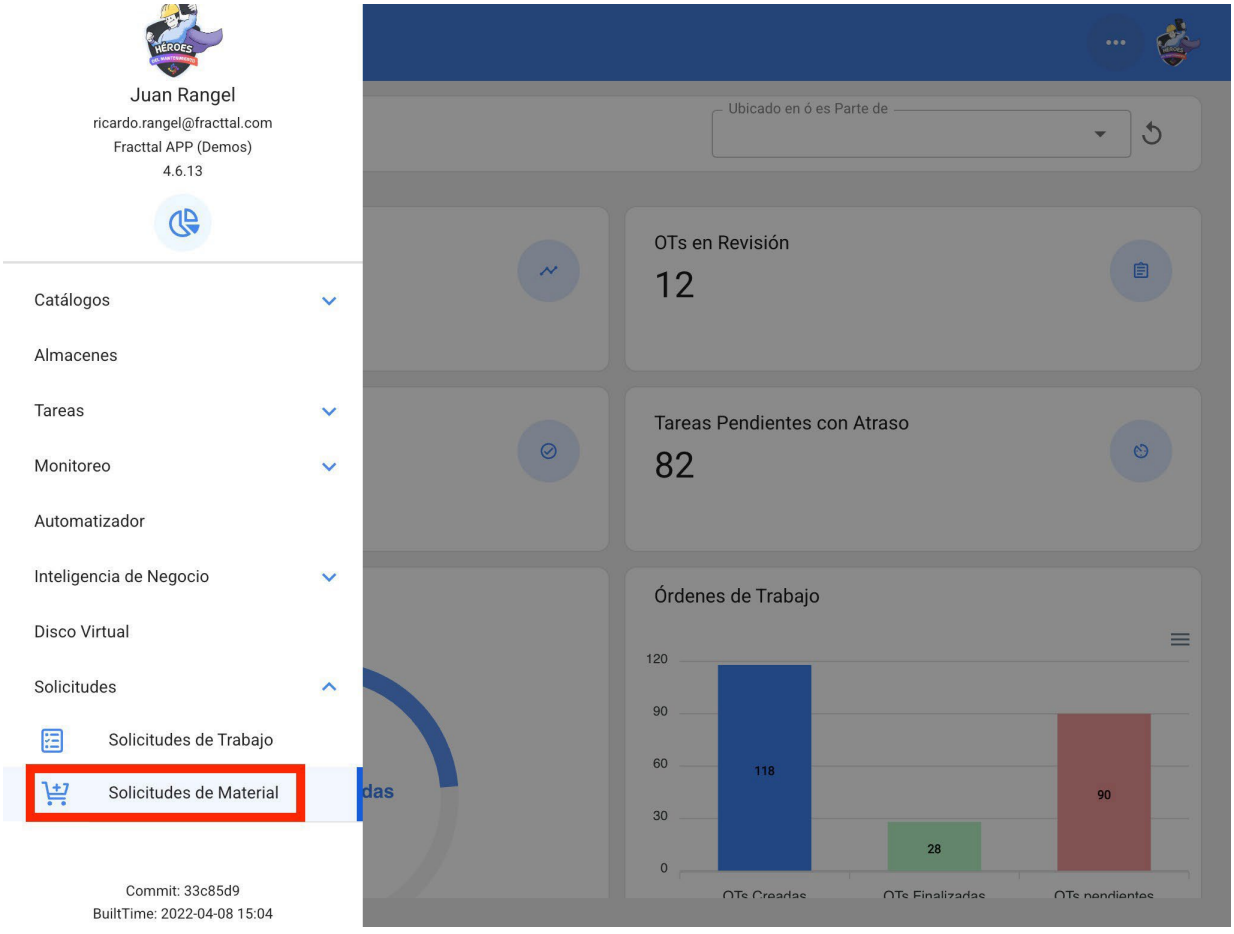
3) Material purchase requests

This addon allows us to enable the "Material Requests" function, with which we will be able to generate such requests that we can then use for purchase orders.

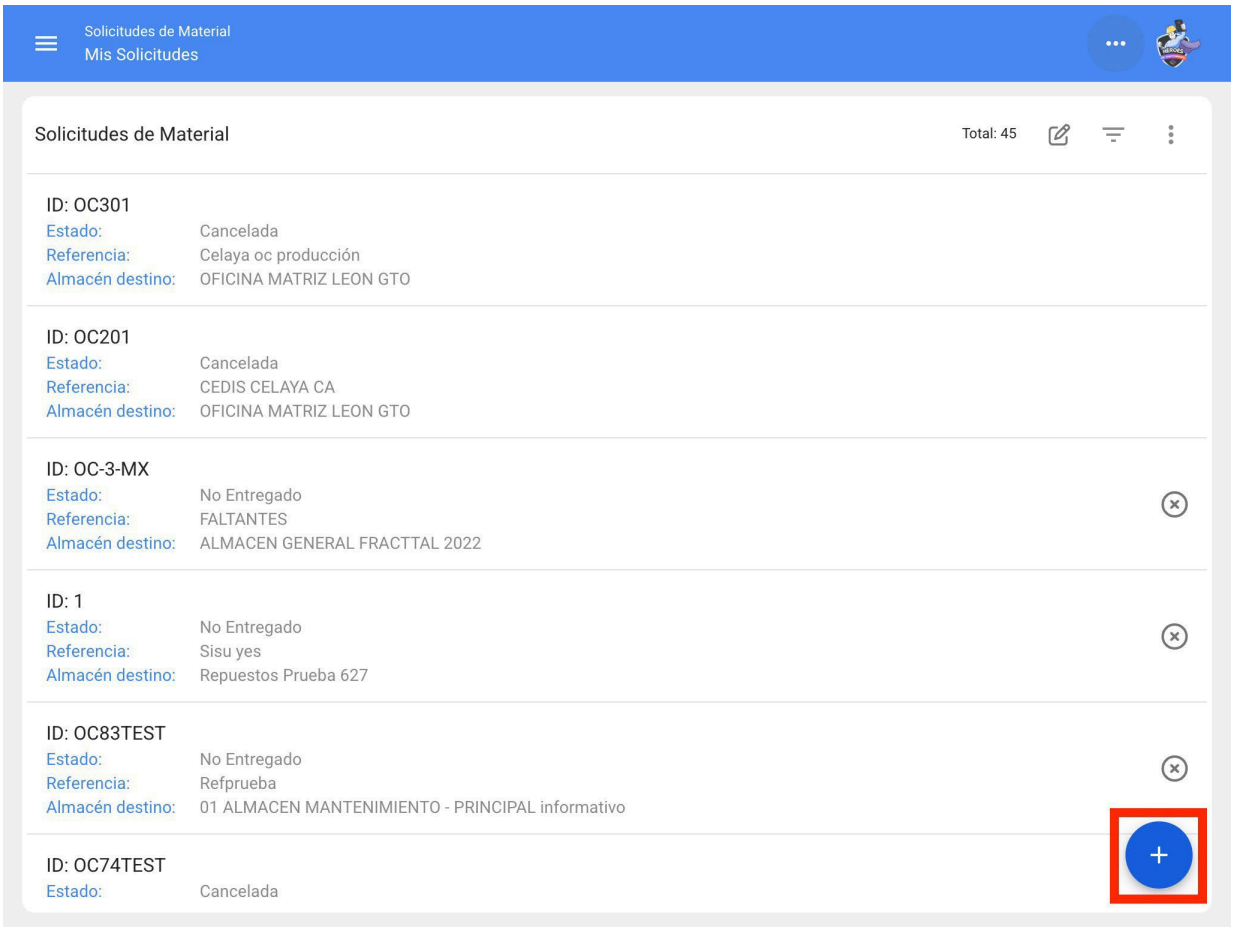
To make a purchase request, go to the main menu on the left side:

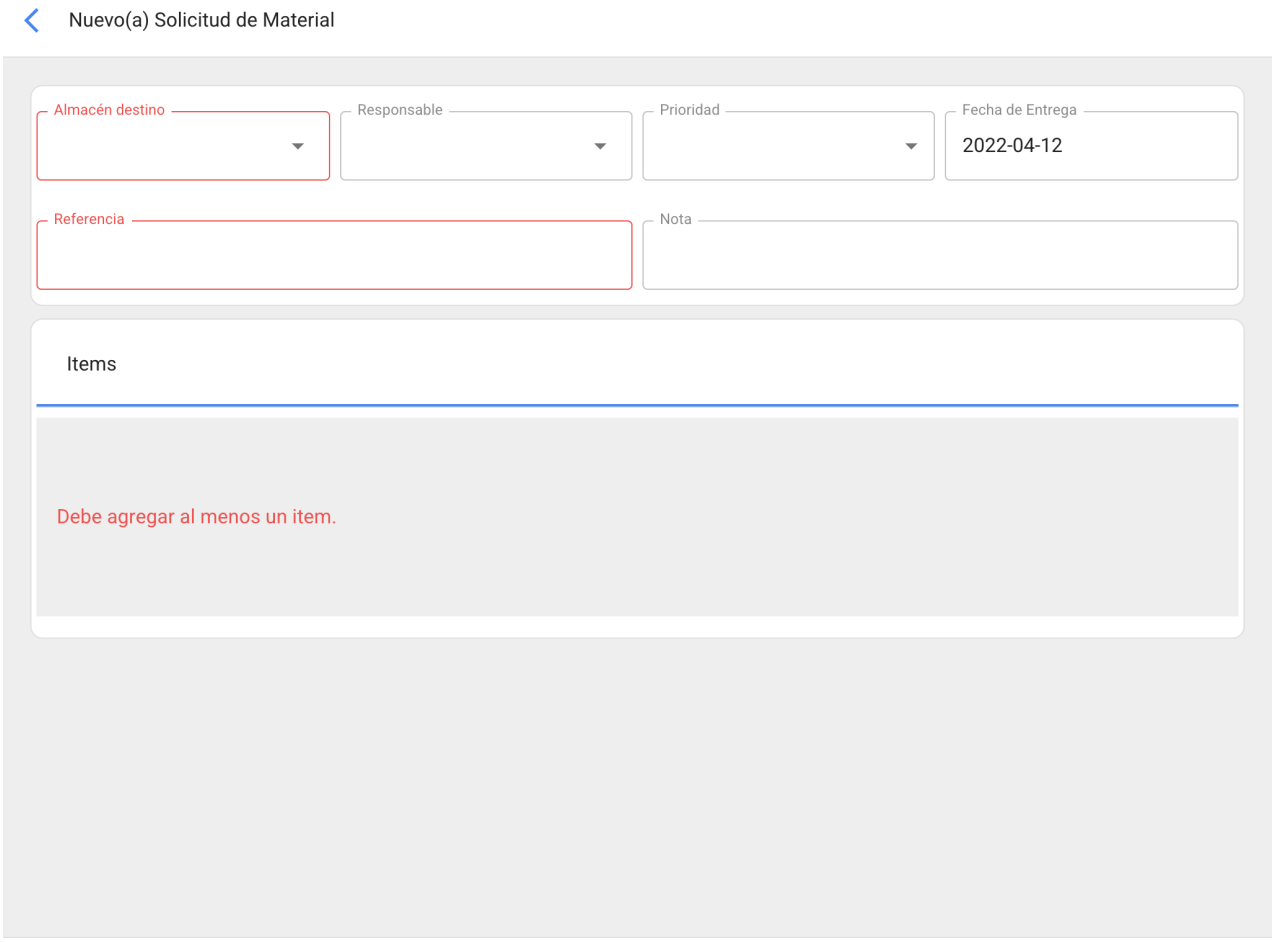


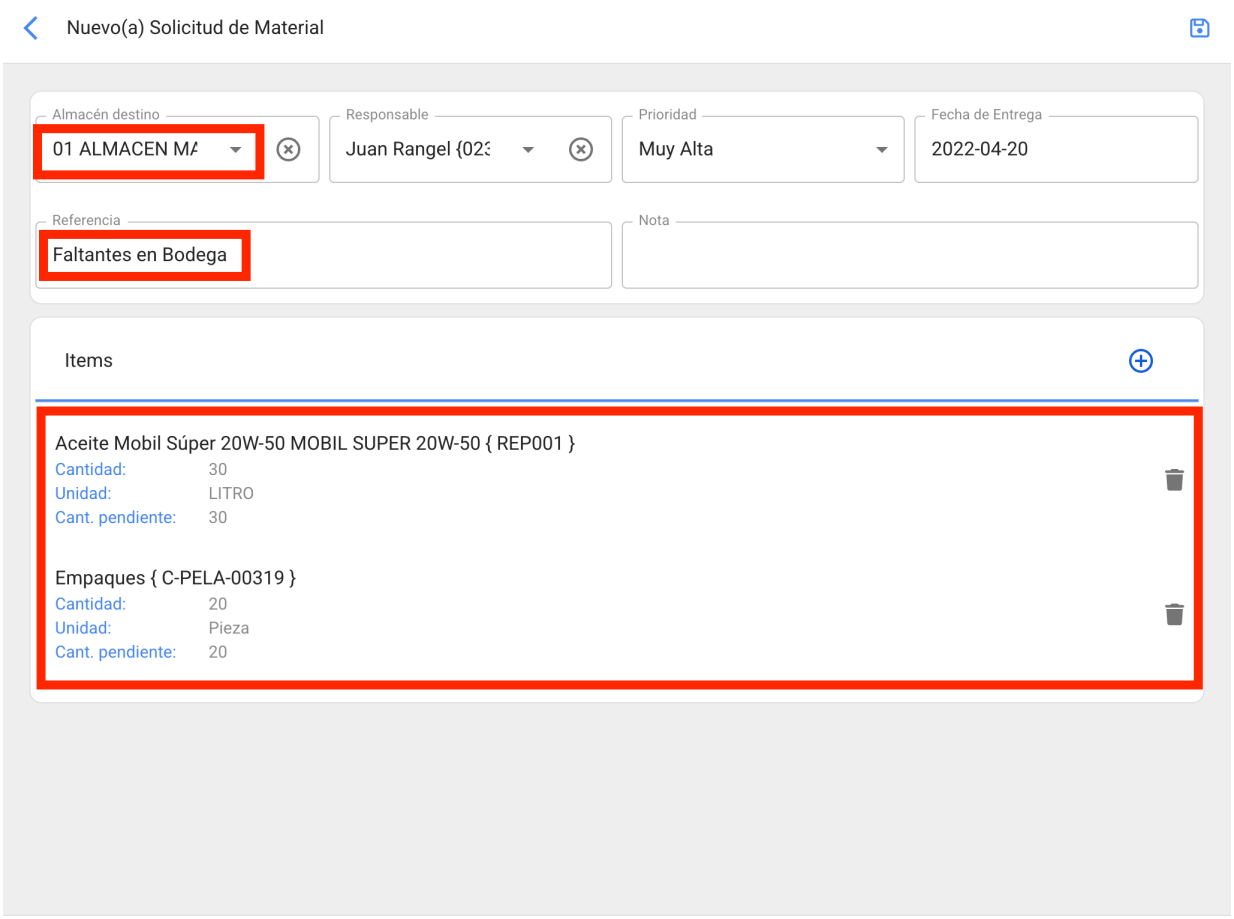
Go to the "Requests" module and enter "Material Requests".



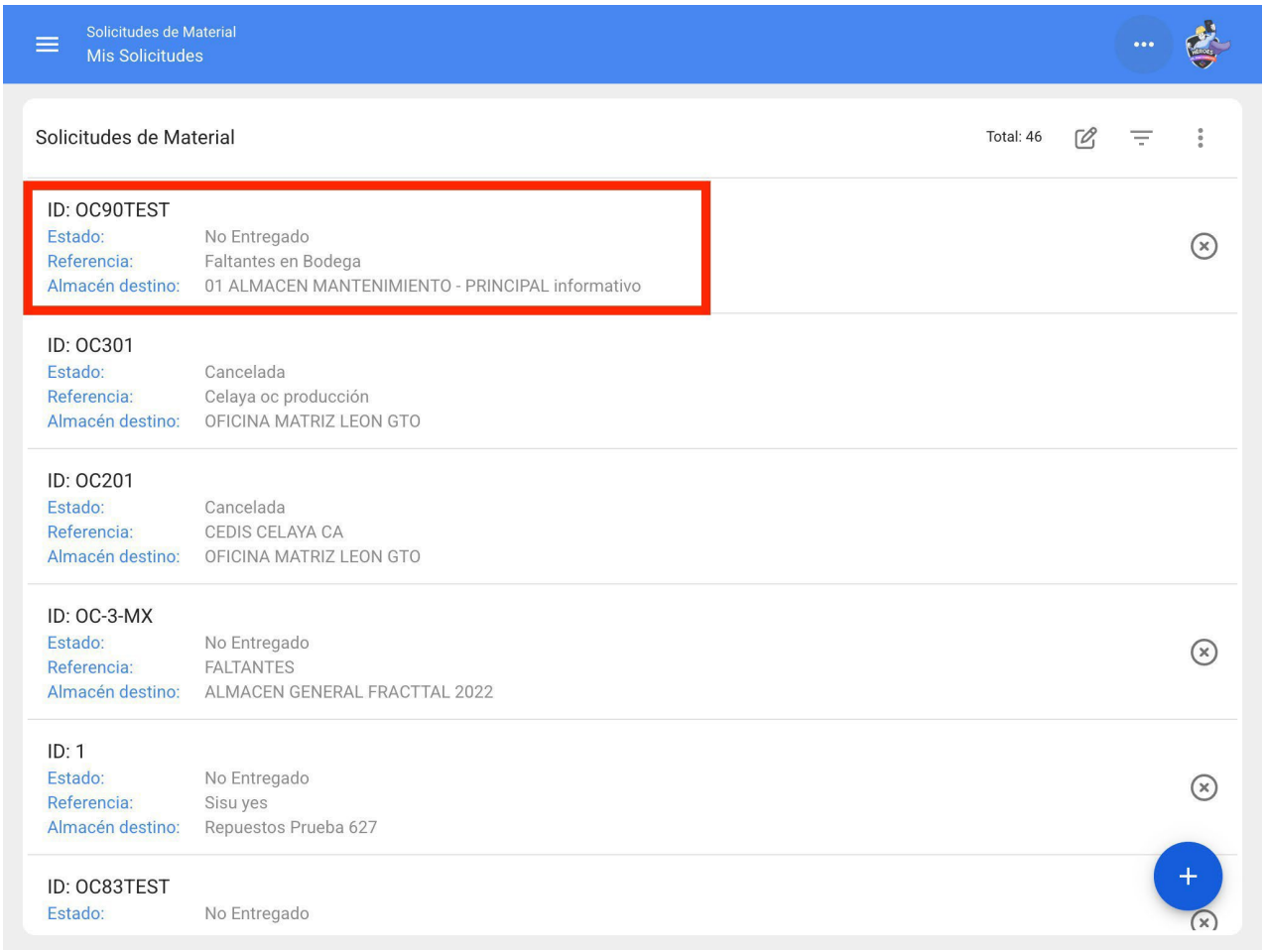
Within this module we will be able to create new purchase requests, in which we will be able to put everything we need in stock for its purchase.



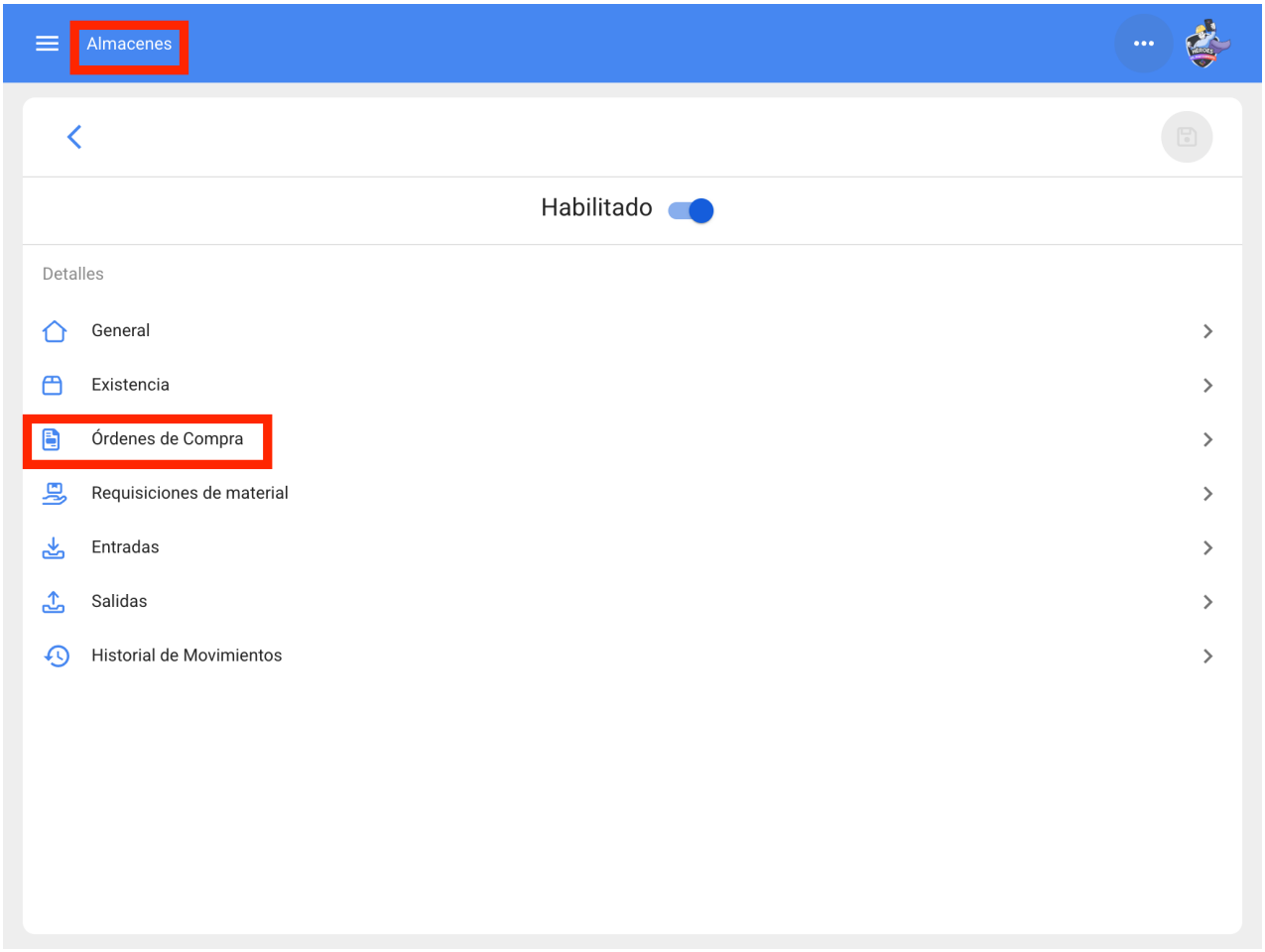

Nuevo(a) Solicitud de Material
Almacén destino
Responsable
Prioridad
Fecha de Entrega
2022-04-12
Referencia
Nota
Items
Debe agregar al menos un item.

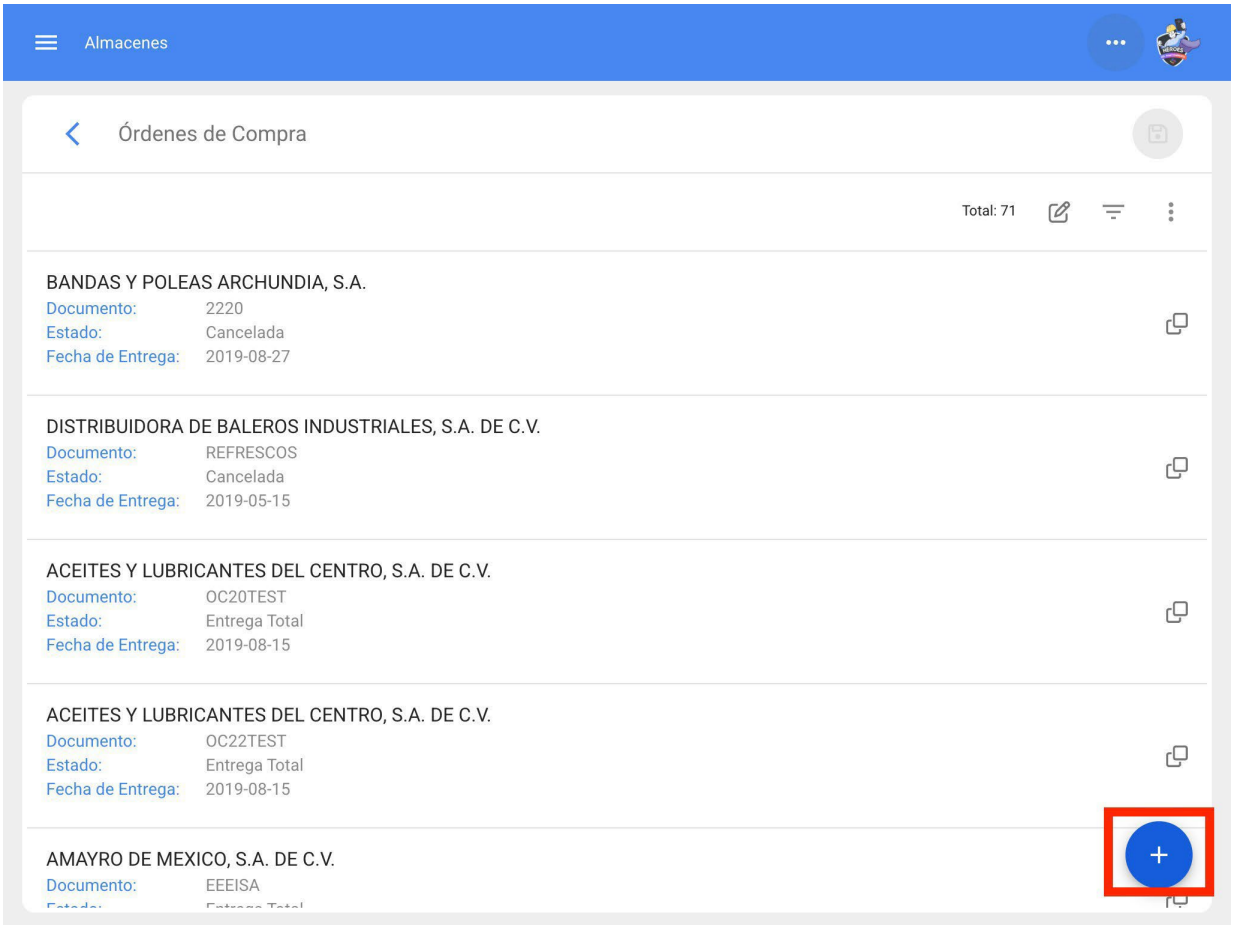

Nuevo(a) Solicitud de Material
Almacén destino
01 ALMACEN MA
Responsable
Juan Rangel (023
Prioridad
Muy Alta
Fecha de Entrega
2022-04-20
Referencia
Faltantes en Bodega
Nota
Items
Aceite Mobil Súper 20W-50 MOBIL SUPER 20W-50 { REP001 }
Cantidad: 30
Unidad: LITRO
Cant. pendiente: 30
Empaques { C-PELA-00319 }
Cantidad: 20
Unidad: Pieza
Cant. pendiente: 20

After saving this request, it will appear in the list of all purchase requests and can be linked to a purchase order within that warehouse:

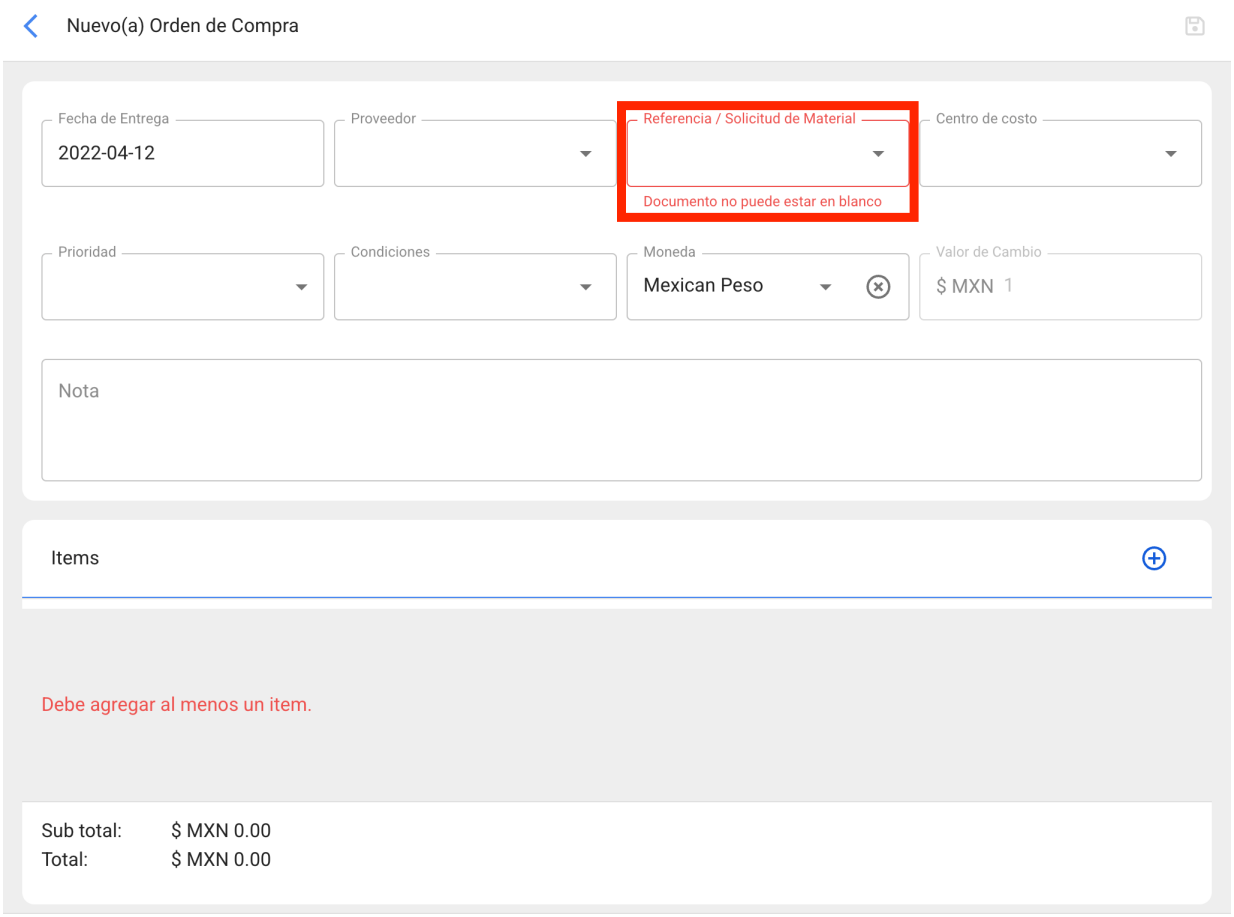


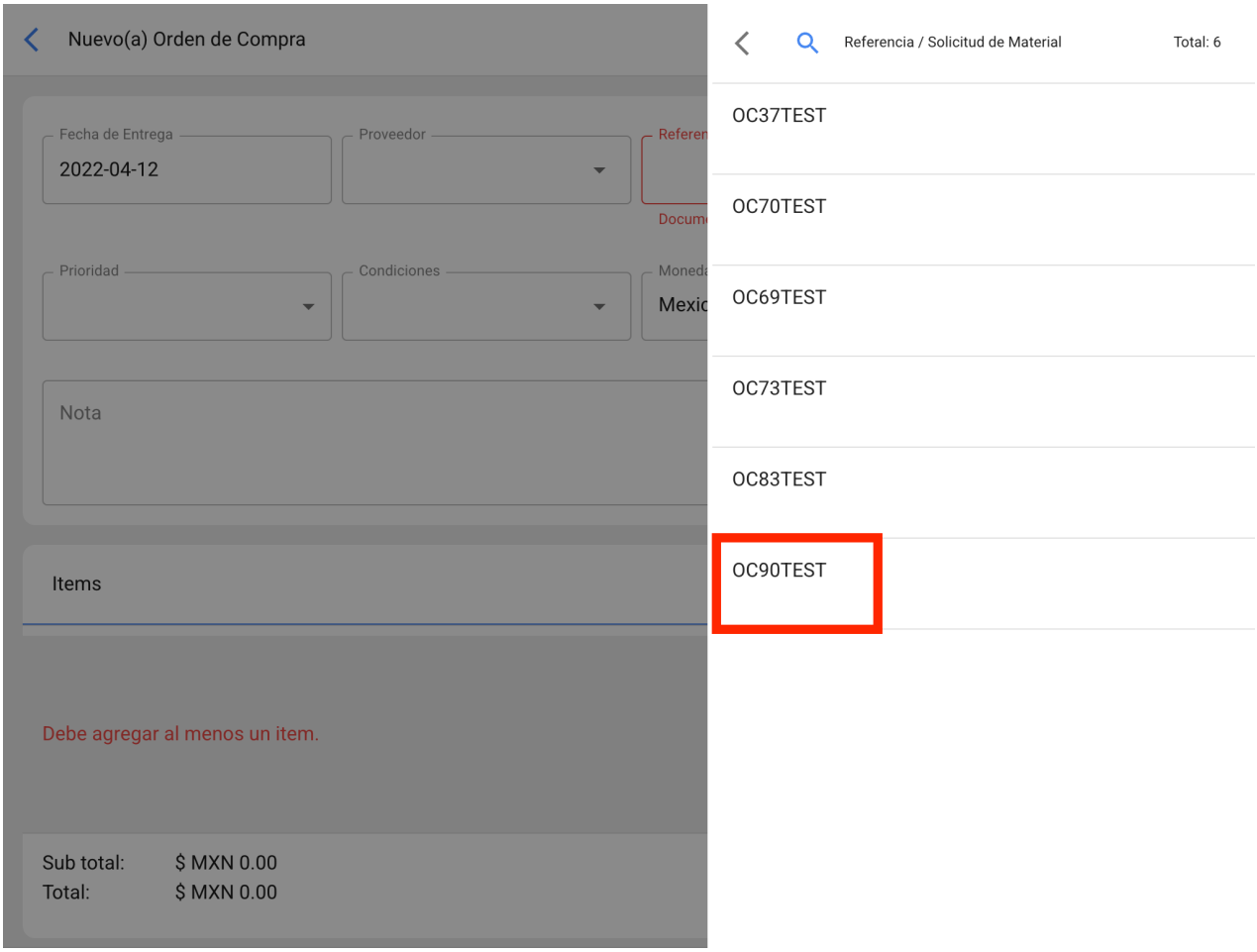
Here we will enter purshase orders and generate a new one by clicking on (+):


Almacenes
Habilitado
Detalles
General
Existencia
Órdenes de Compra
Requisiciones de material
Entradas
Salidas
Historial de Movimientos

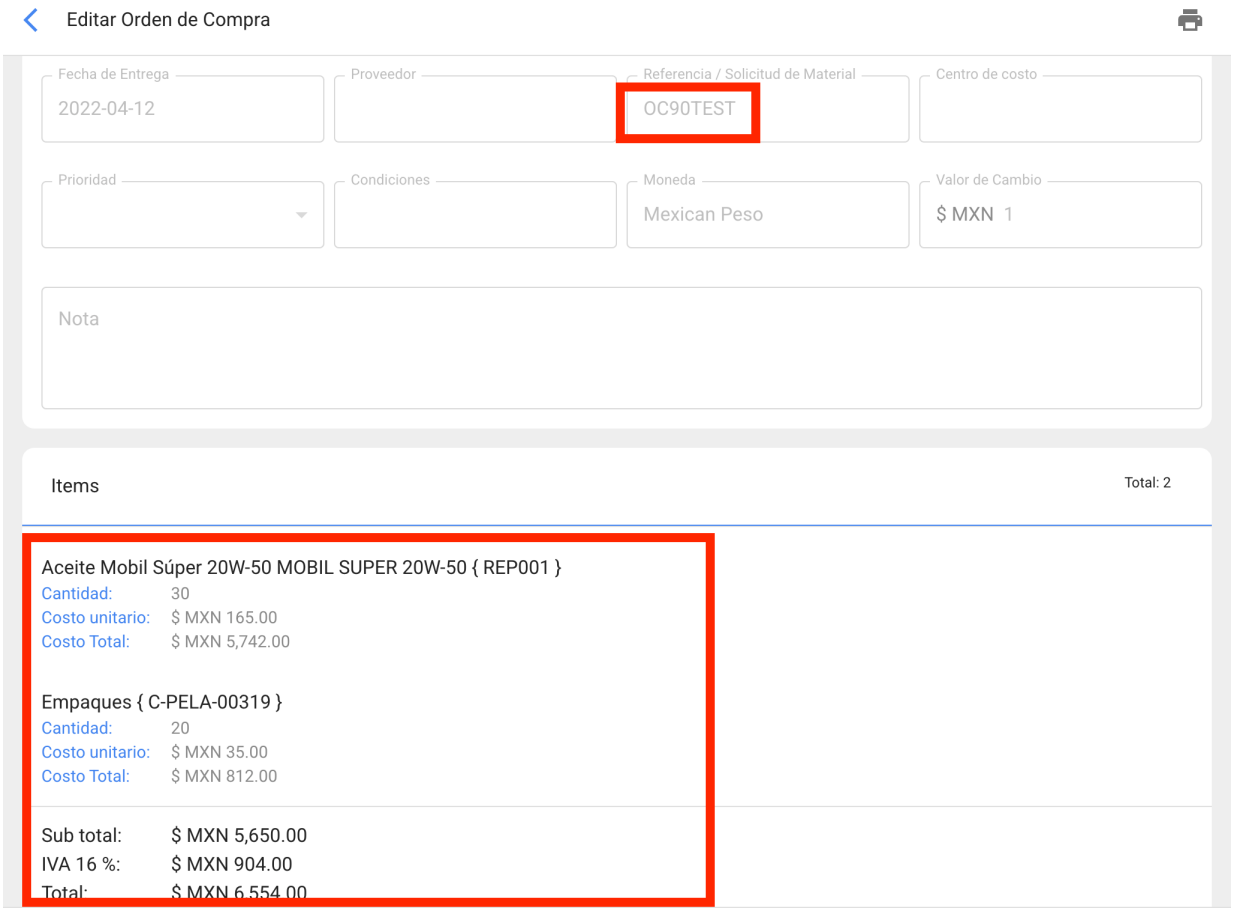

Almacenes
Órdenes de Compra
Total: 71
BANDAS Y POLEAS ARCHUNDIA, S.A.
Documento: 2220
Estado: Cancelada
Fecha de Entrega: 2019-08-27
DISTRIBUIDORA DE BALEROS INDUSTRIALES, S.A. DE C.V.
Documento: REFRESCOS
Estado: Cancelada
Fecha de Entrega: 2019-05-15
ACEITES Y LUBRICANTES DEL CENTRO, S.A. DE C.V.
Documento: OC20TEST
Estado: Entrega Total
Fecha de Entrega: 2019-08-15
ACEITES Y LUBRICANTES DEL CENTRO, S.A. DE C.V.
Documento: OC22TEST
Estado: Entrega Total
Fecha de Entrega: 2019-08-15
AMAYRO DE MEXICO, S.A. DE C.V.
Documento: EEEISA

In the material reference/request field we can search for the request generated in the previous step:





All the itens added in the Request will appear, and we would only have to add the additional data such as supplier, conditions etc, and even add or modify the selected products.


Editar Orden de Compra
Fecha de Entrega
2022-04-12
Proveedor
Referencia / Solicitud de Material
OC90TEST
Centro de costo
Prioridad
Condiciones
Moneda
Mexican Peso
Valor de Cambio
$ MXN 1
Nota
Items
Total: 2
Aceite Mobil Súper 20W-50 MOBIL SUPER 20W-50 { REP001 }
Cantidad: 30
Costo unitario: $ MXN 165.00
Costo Total: $ MXN 5,742.00
Empaques { C-PELA-00319 }
Cantidad: 20
Costo unitario: $ MXN 35.00
Costo Total: $ MXN 812.00
Sub total: $ MXN 5,650.00
IVA 16 %: $ MXN 904.00
Total: $ MXN 6,554.00

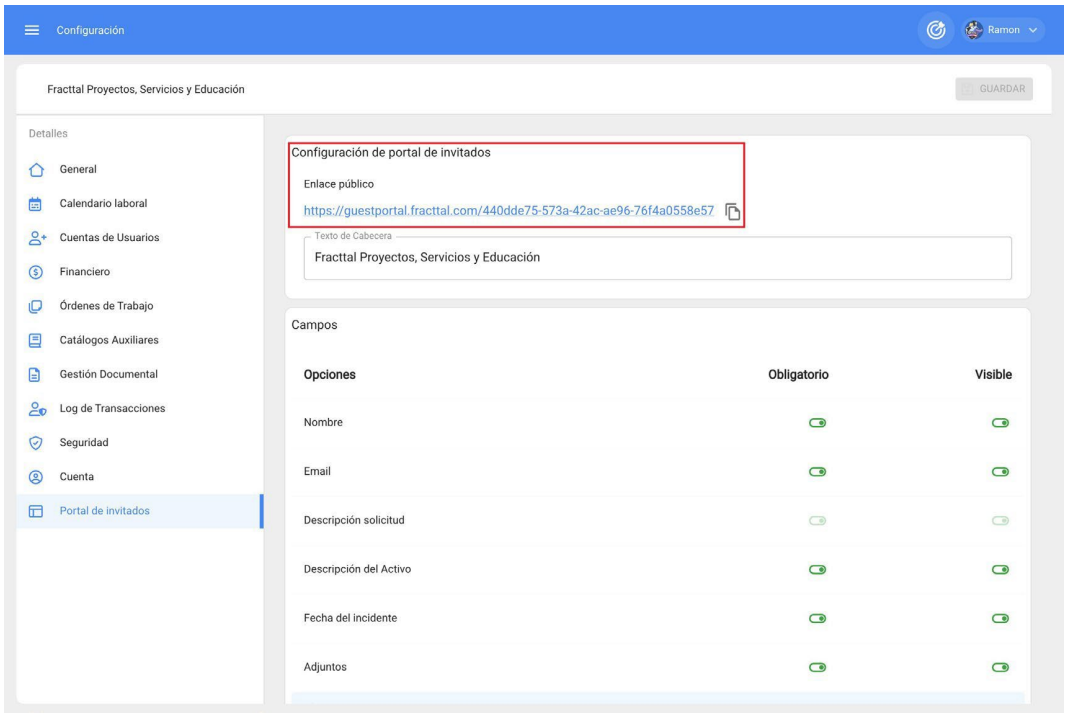
Guest Portal : Fracttal One

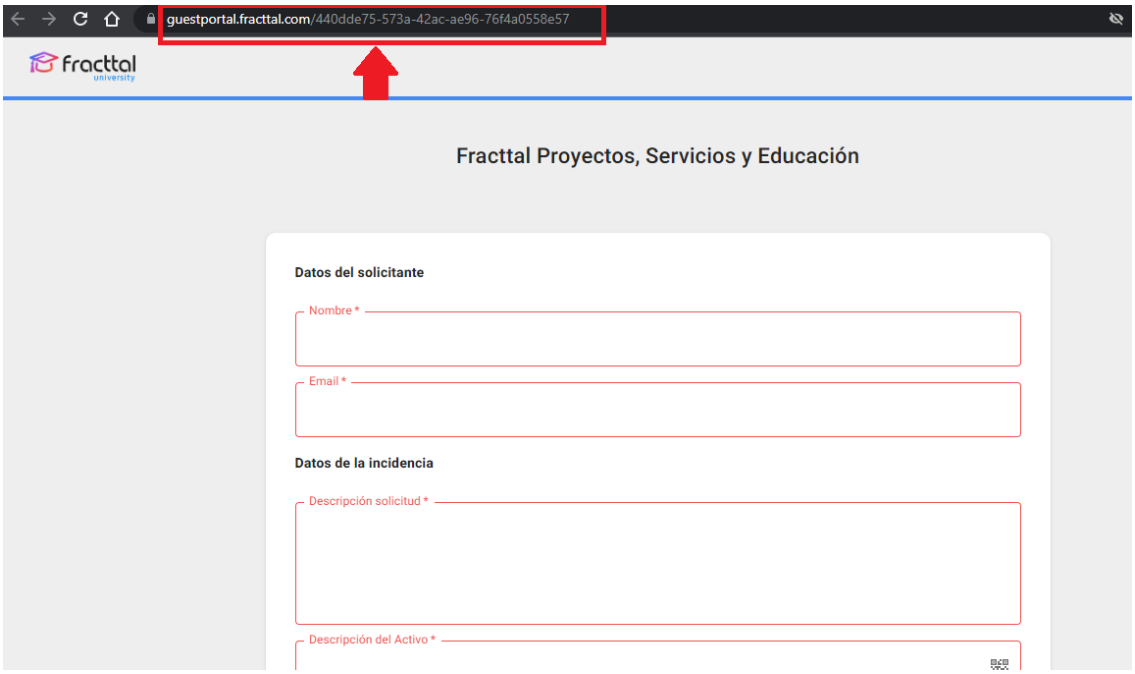
help.fracttal.com/en/articles/5992103-portal-of-guests

This Add-On consists of the creation of an external portal for requests, where it is not necessary to have a Fracttal access account to be able to enter a work request. When obtaining this functionality, a new section will be enabled in the configuration module, where you can customize the fields that will be displayed in the external portal.

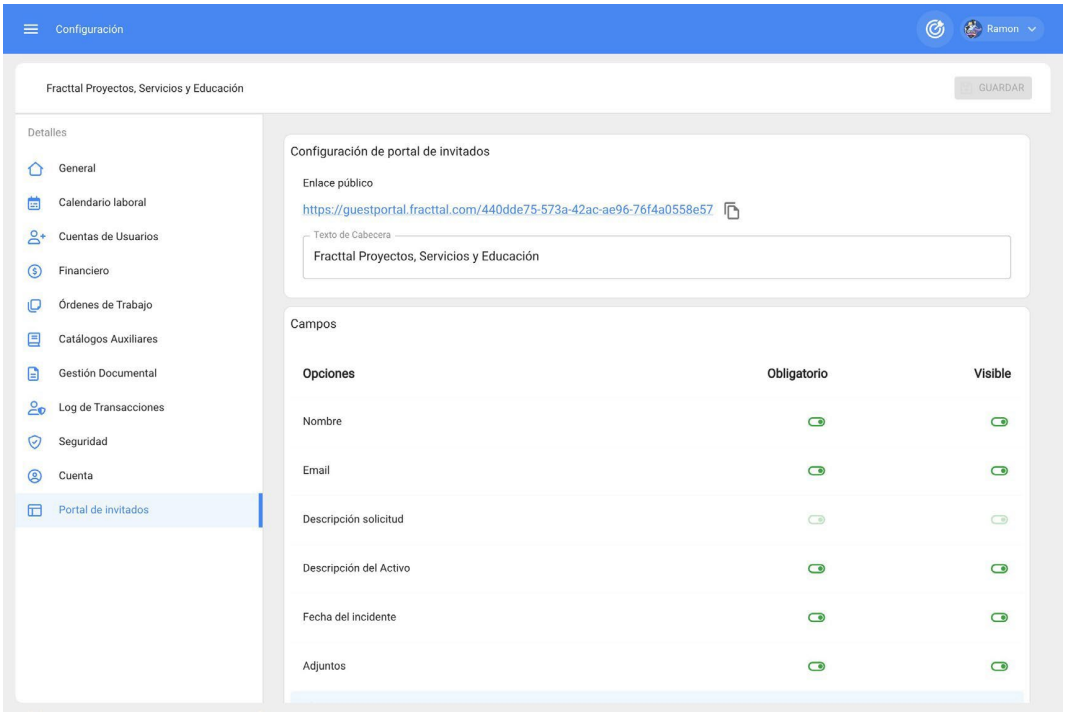
With this add-on you will be able to:

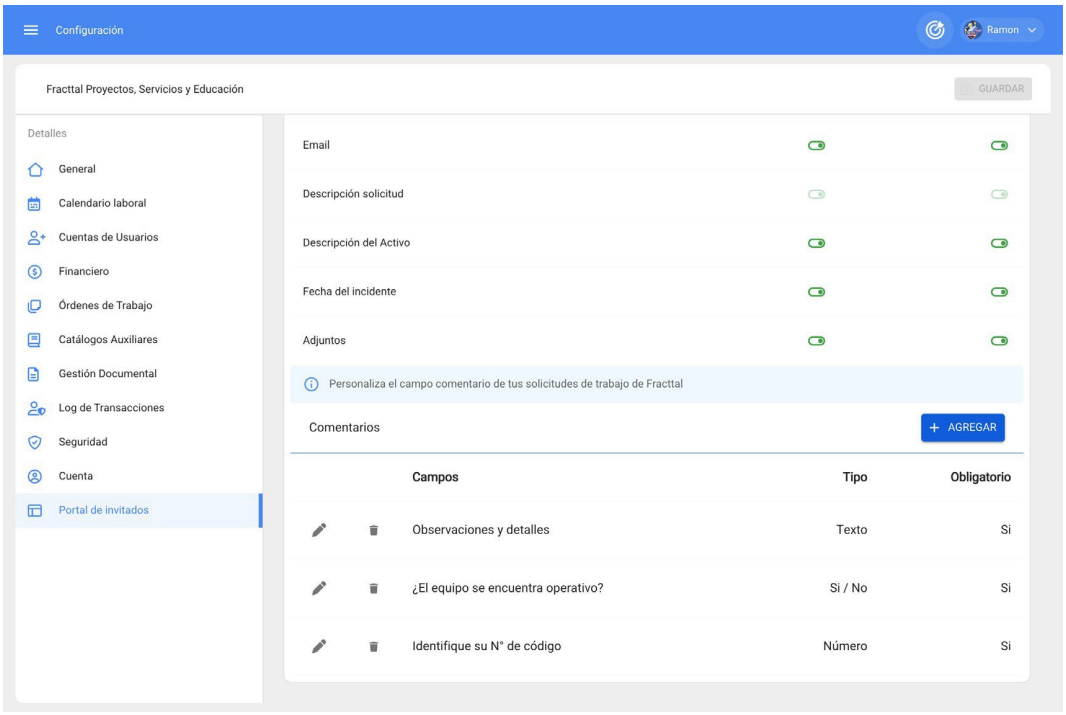
Have a custom URL that you can share so that users can report requests, without the need to use a login account.

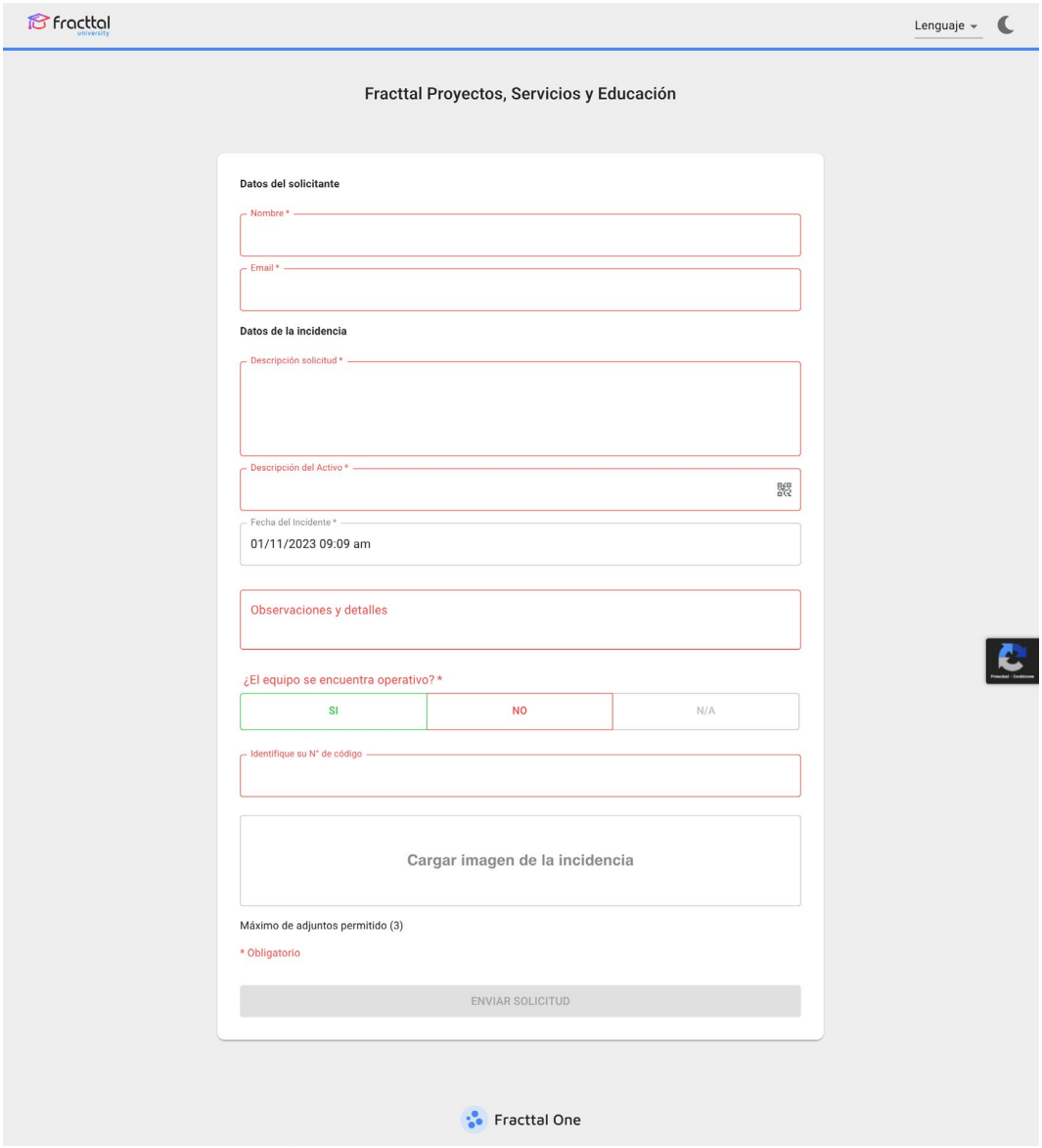




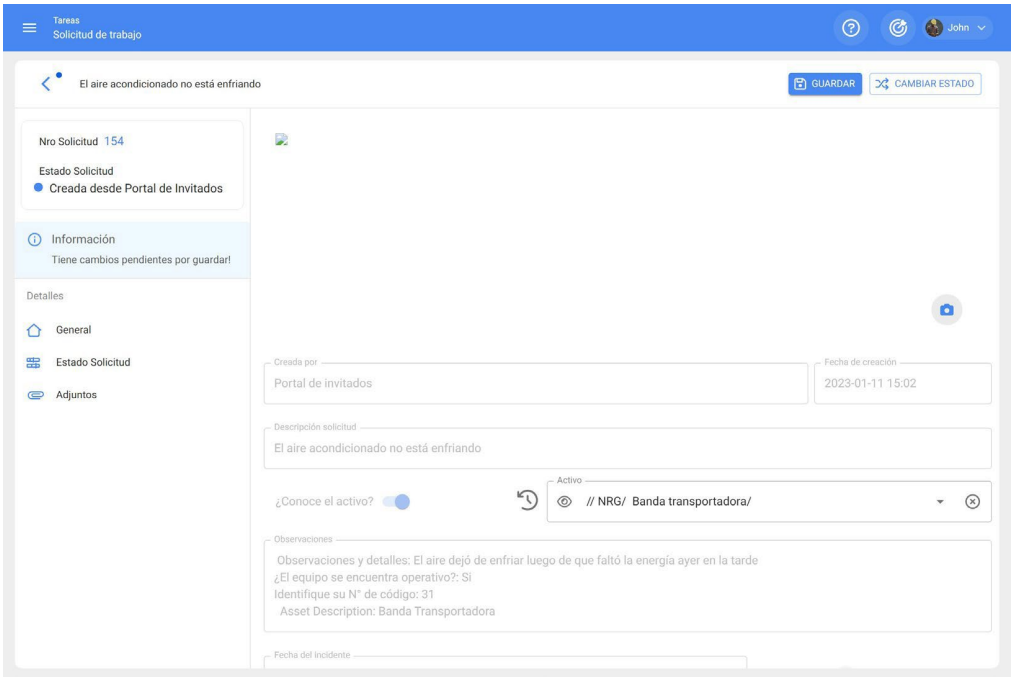
Establish and customize the fields that will be displayed to users in the request portal when reporting an incident.




Configuración
Ramon
Fracttal Proyectos, Servicios y Educación
GUARDAR
Detalles
General
Calendario laboral
Cuentas de Usuarios
Financiero
Órdenes de Trabajo
Catálogos Auxiliares
Gestión Documental
Log de Transacciones
Seguridad
Cuenta
Portal de invitados
Email
Descripción solicitud
Descripción del Activo
Fecha del incidente
Adjuntos
Personaliza el campo comentario de tus solicitudes de trabajo de Fracttal
Comentarios
AGREGAR
Campos
Tipo
Obligatorio
Observaciones y detalles
Texto
Si
¿El equipo se encuentra operativo?
Si / No
Si
Identifique su N° de código
Número
Si


fracttal
university
Lenguaje
Fracttal Proyectos, Servicios y Educación
Datos del solicitante
Nombre *
Email *
Datos de la incidencia
Descripción solicitud *
Descripción del Activo *
Fecha del Incidente *
01/11/2023 09:09 am
Observaciones y detalles
¿El equipo se encuentra operativo? *
SI
NO
N/A
Identifique su N° de código
Cargar imagen de la incidencia
Máximo de adjuntos permitido (3)
* Obligatorio
ENVIAR SOLICITUD
Fracttal One

All requests made from the guest portal can be managed and deleted from Fracttal.



Virtual planner : Fracttal One

help.fracttal.com/articles/6142820-virtual-planner

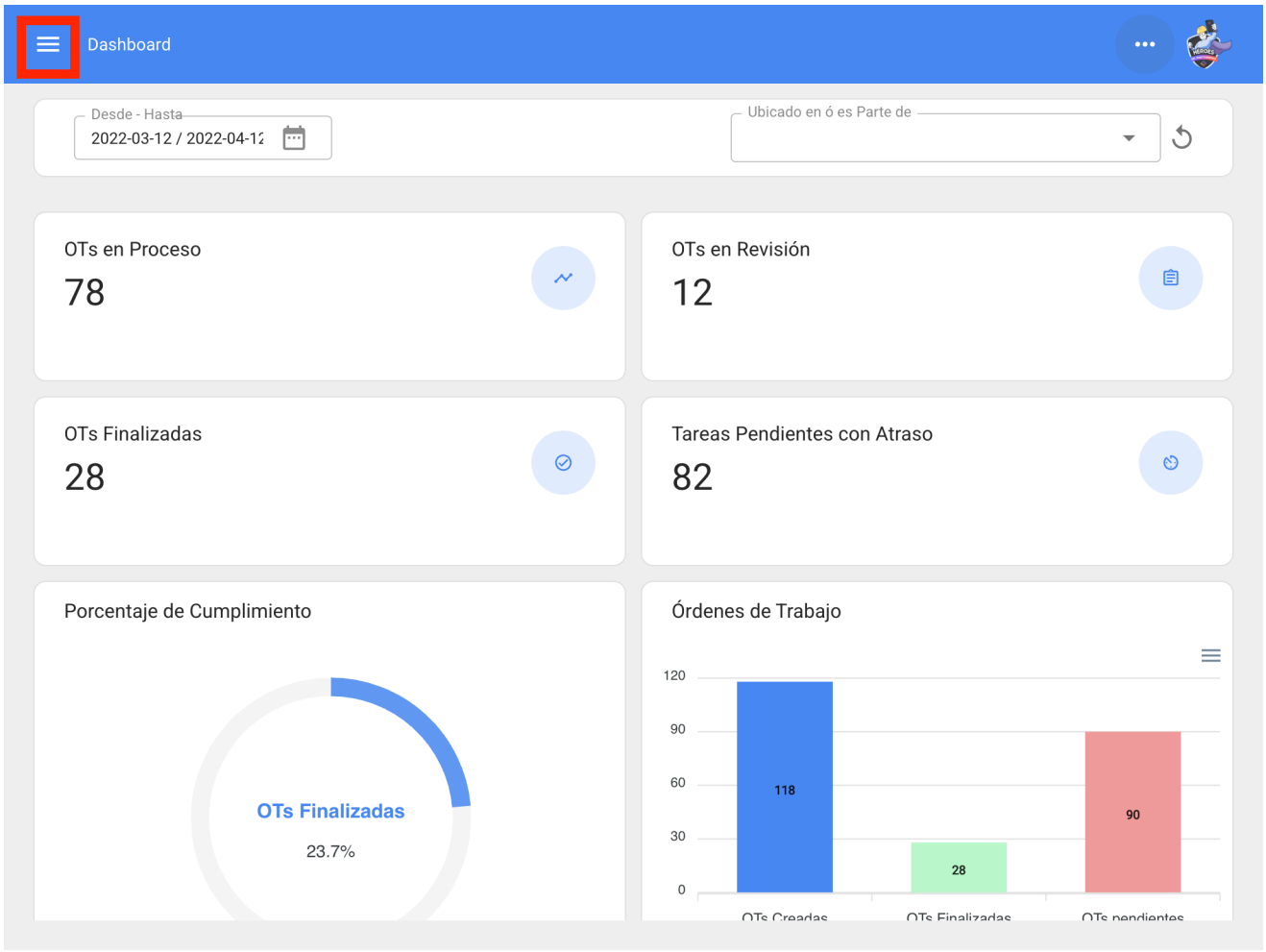
The virtual planning add-on allows the generation of two additional rules in the Dispatcher module, namely:

- Generate a WO automatically from a new work request. Generate WO
- automatically from pending work management.

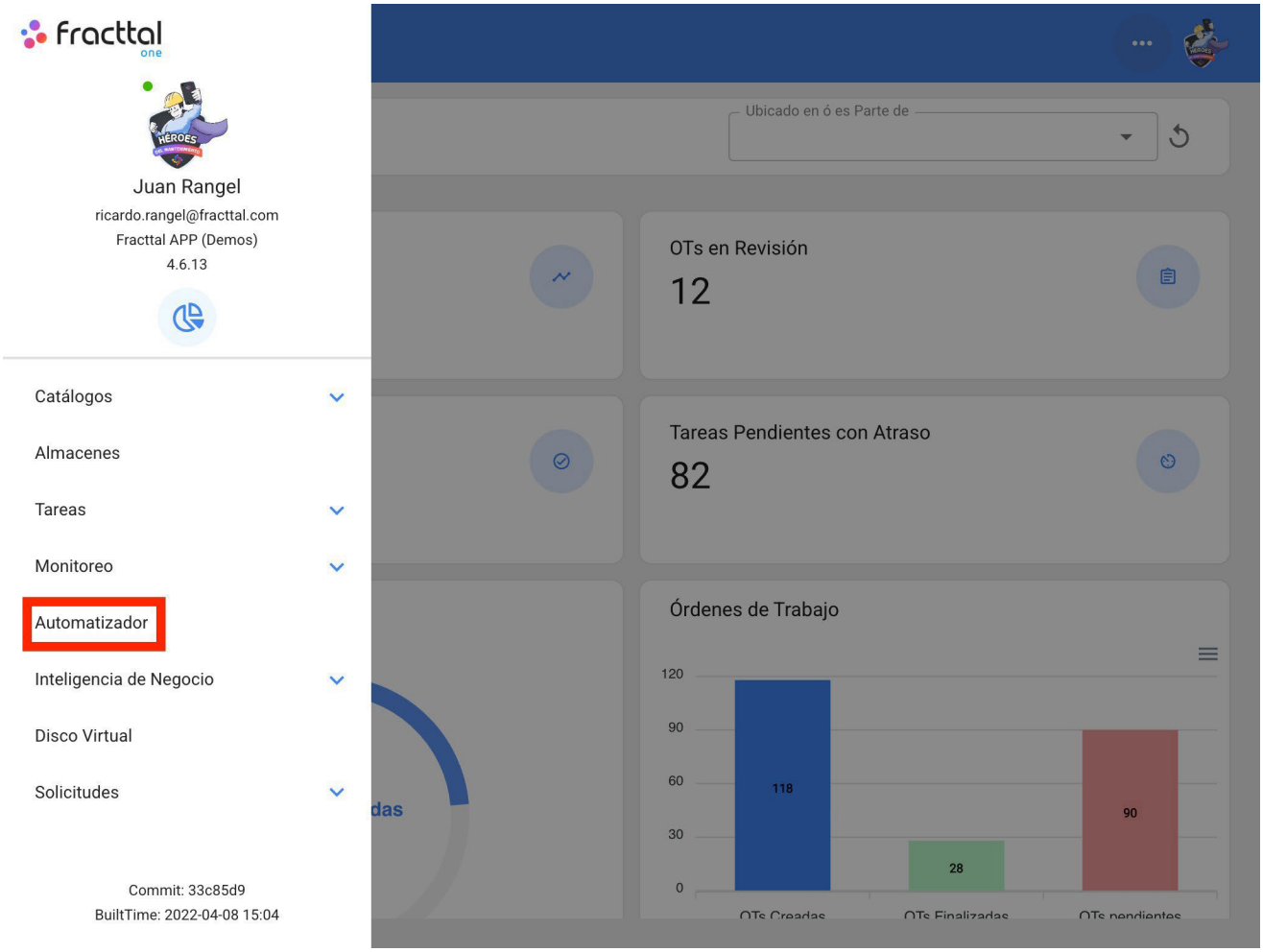
Generate WO from a new work request

In order to be able to generalize the unplanned work orders coming from a request, you have to do the following.

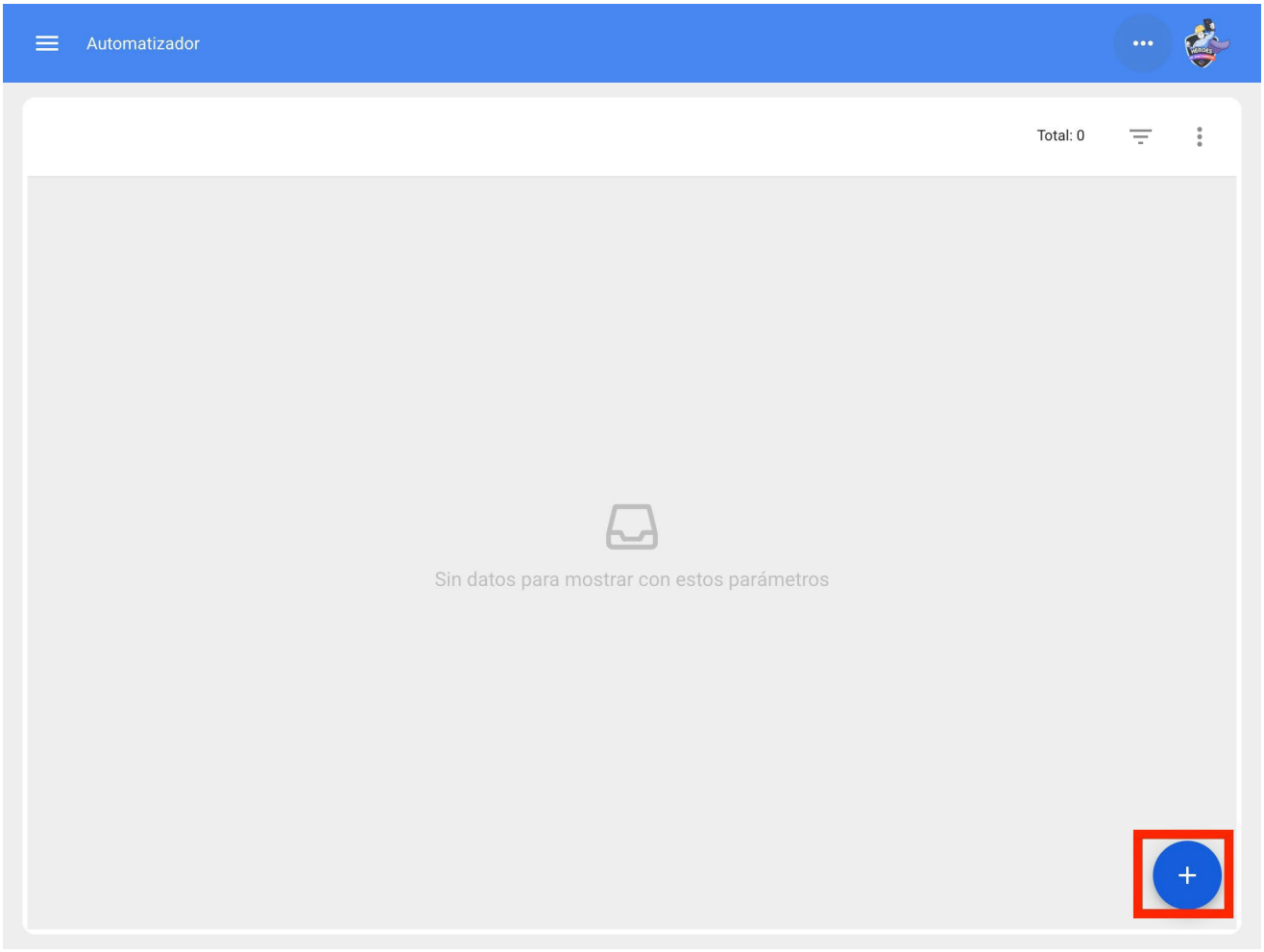
Enter the main menu on the upper left side.



From the main menu go to the "Dispatcher" module.

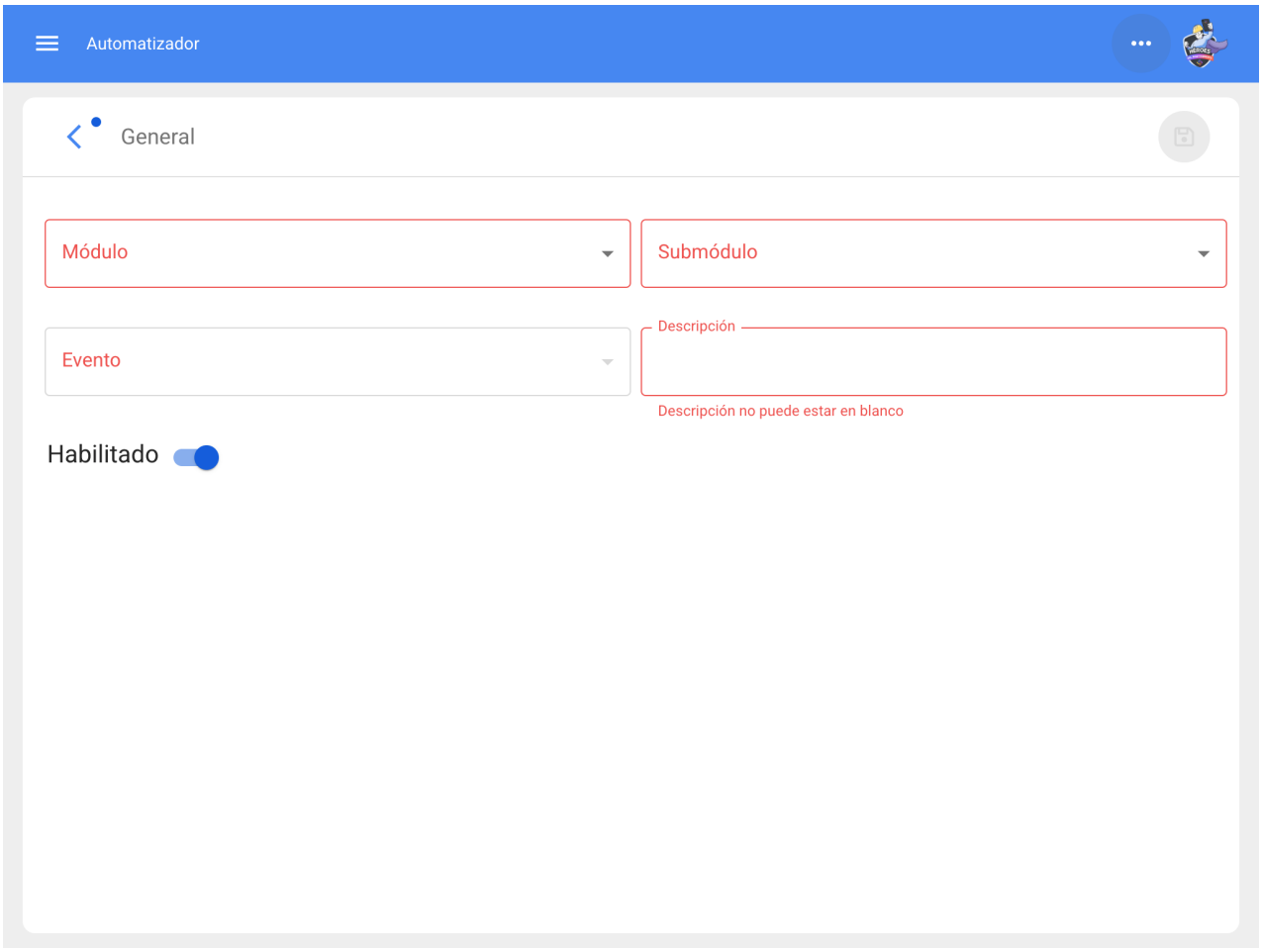


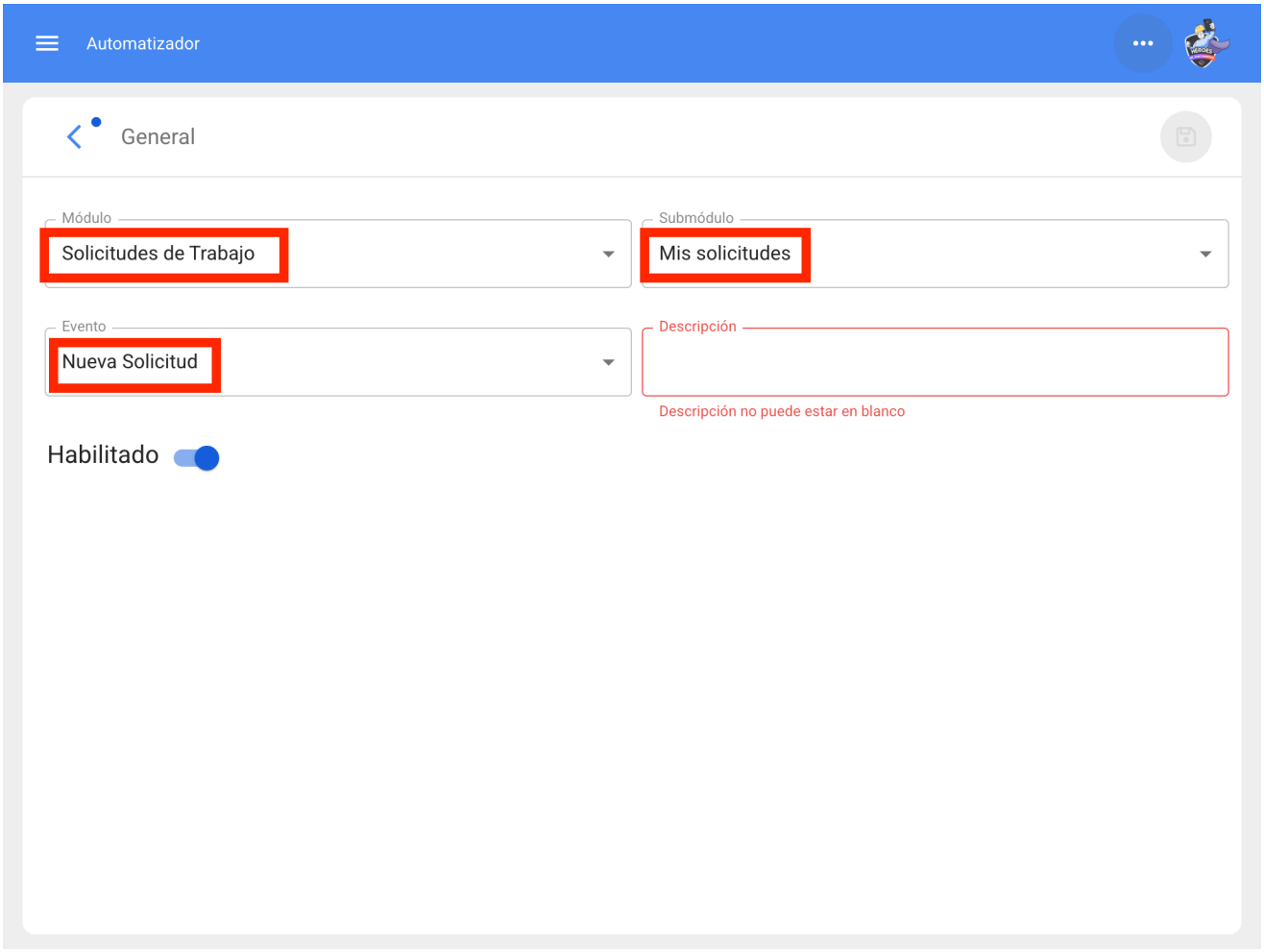
Click on the plus symbol at the bottom right to create a new rule.



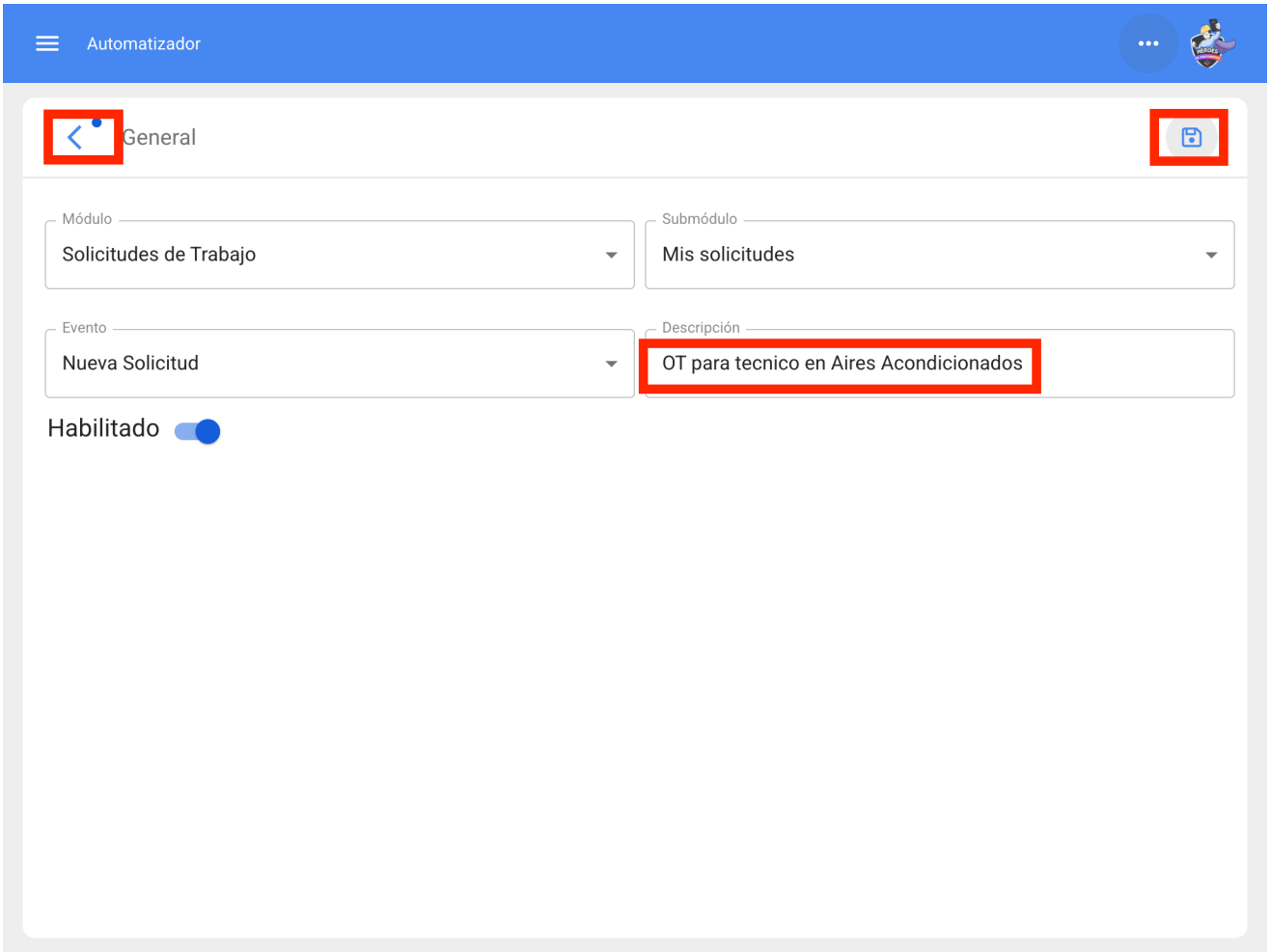
It will direct us to the first of three tabs that we can configure for the rule once there we will select the "Module", "Submodule" and "event" that we will use for our rule.

Module: Applications Sub-module: My Applications Event: New Application


Automatizador
General
Módulo
Submódulo
Evento
Descripción
Descripción no puede estar en blanco
Habilitado

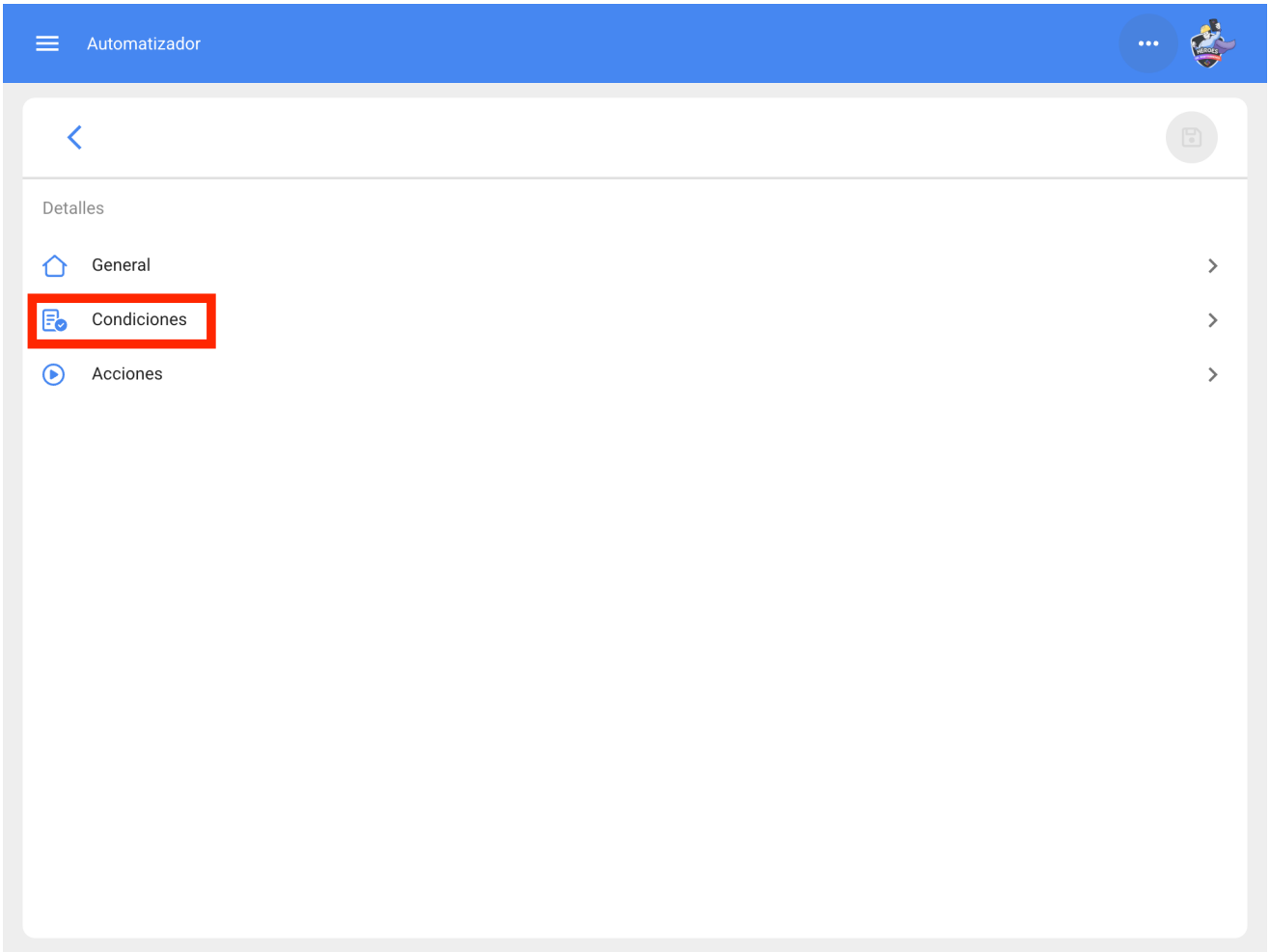


We will put in "Description" the name of the rule to identify it in the main list of created rules, we will click on save with the icon that appears at the top right and back with the icon on the left.

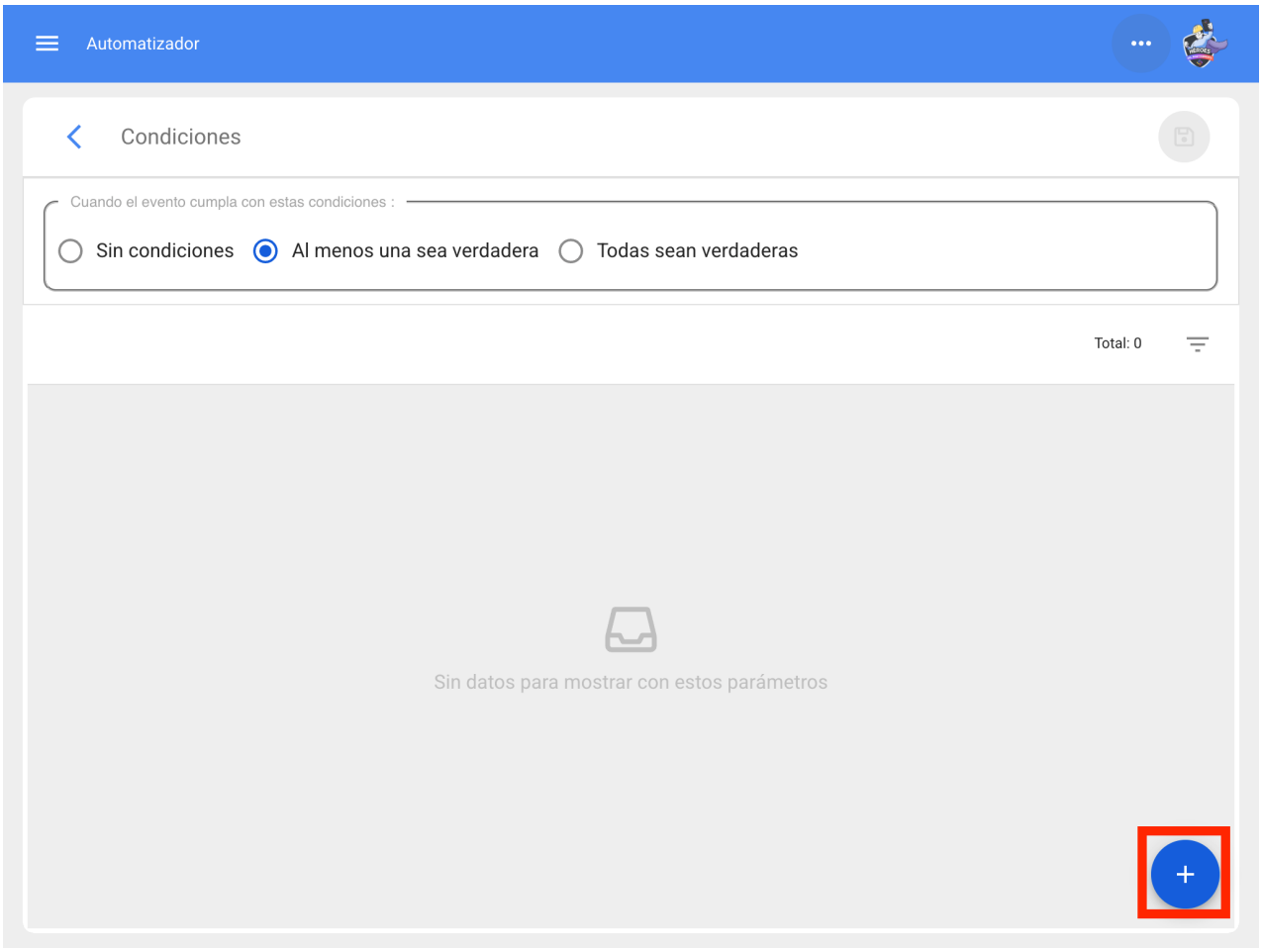


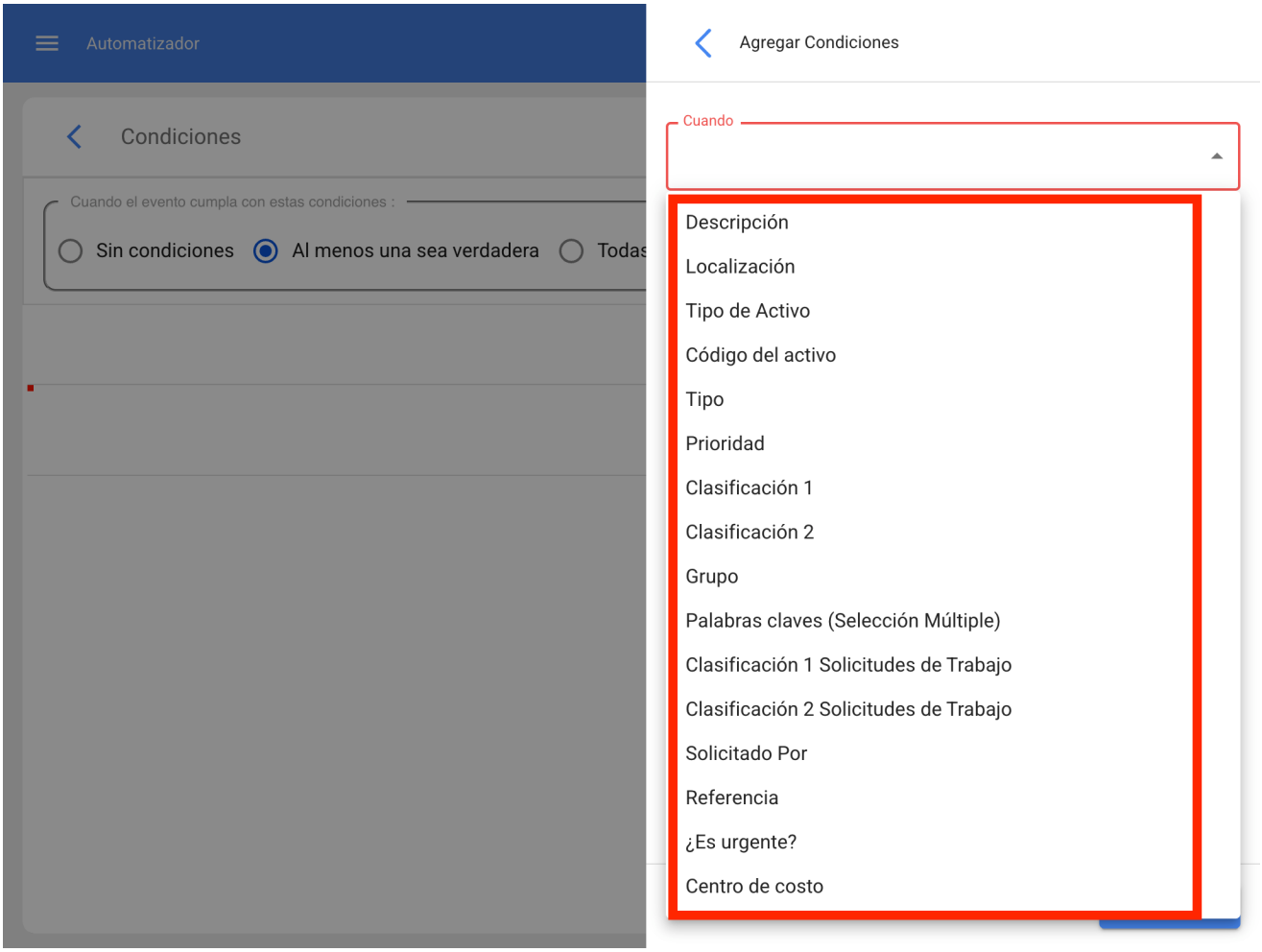
Here we will go to the second tab that we can configure for the rule and click on the "Conditions" tab.

In this option we can create specific conditions with the plus symbol that appears at the bottom right, these conditions must be met to activate the rule, in the case of not setting any condition the rule will be activated when any new request arrives regardless of the asset or location or any special feature.

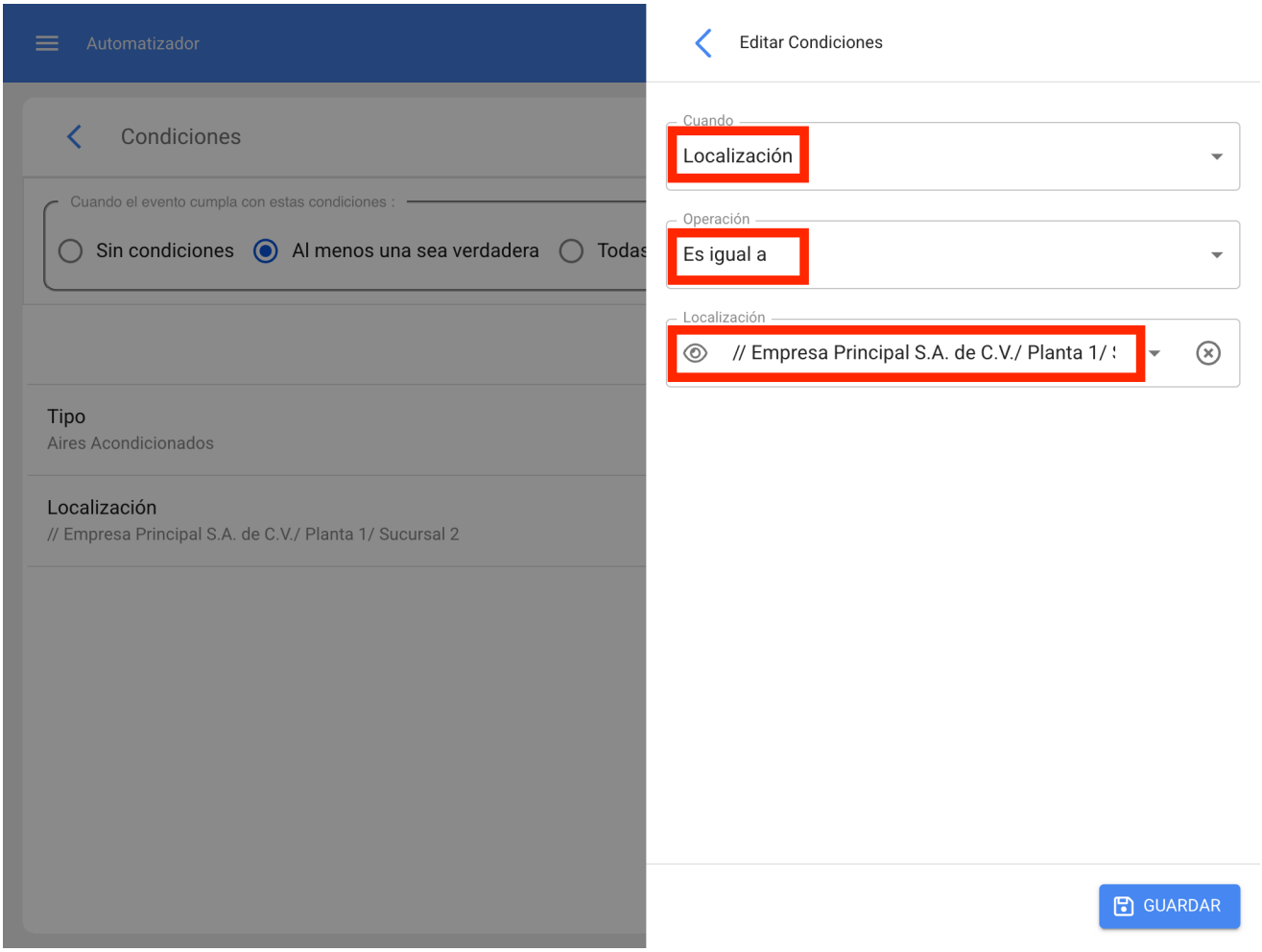


Click on the plus symbol and you will be able to see the different conditions that can be configured for the triggering of the rule.

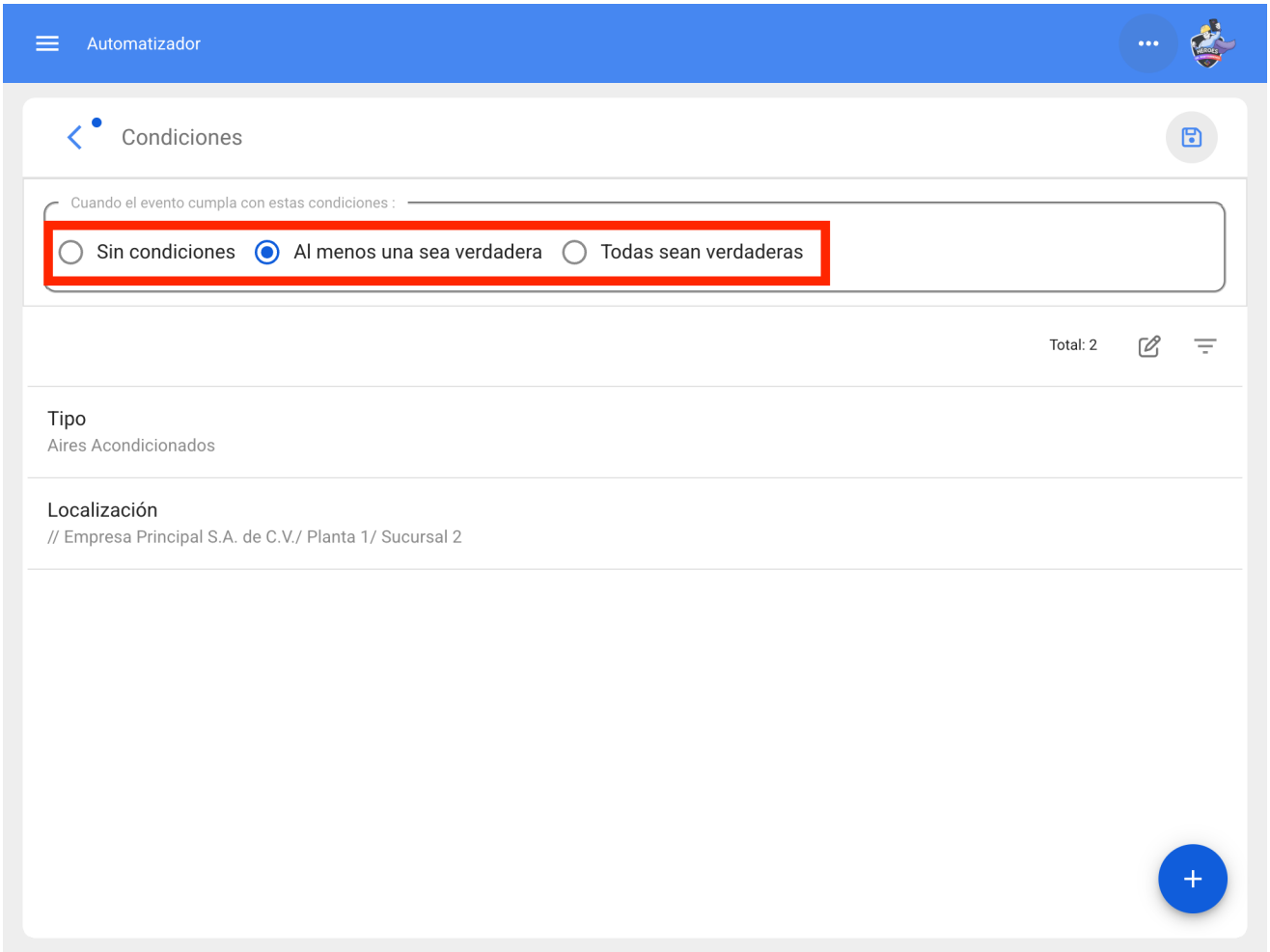

Automatizador
Condiciones
Cuando el evento cumpla con estas condiciones :
Sin condiciones
Al menos una sea verdadera
Todas sean verdaderas
Total: 0
Sin datos para mostrar con estos parámetros



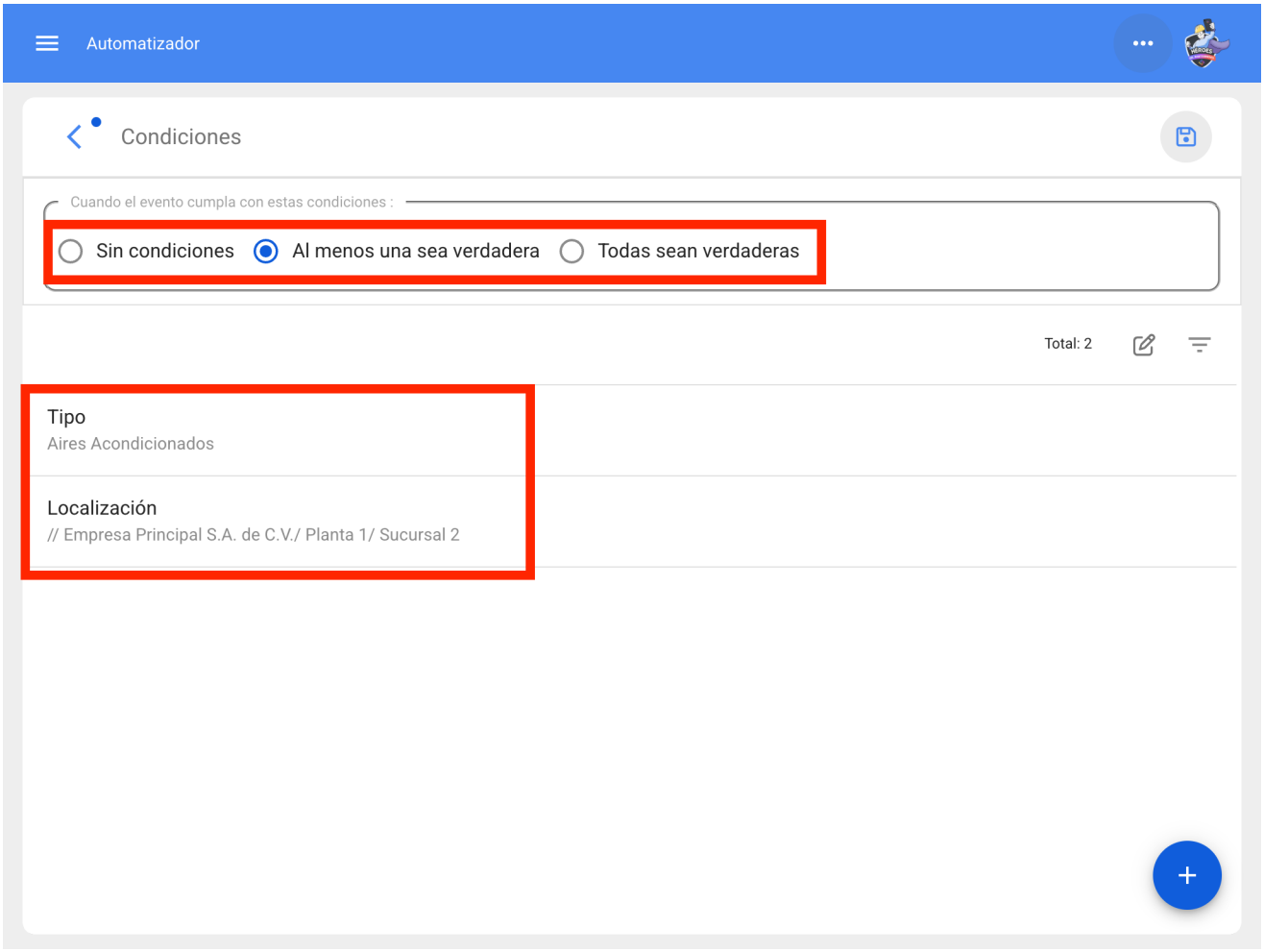
For example, we could select that the Location of the new request comes from a specific Branch, area or sub-area or that the type of equipment is only one specific one.



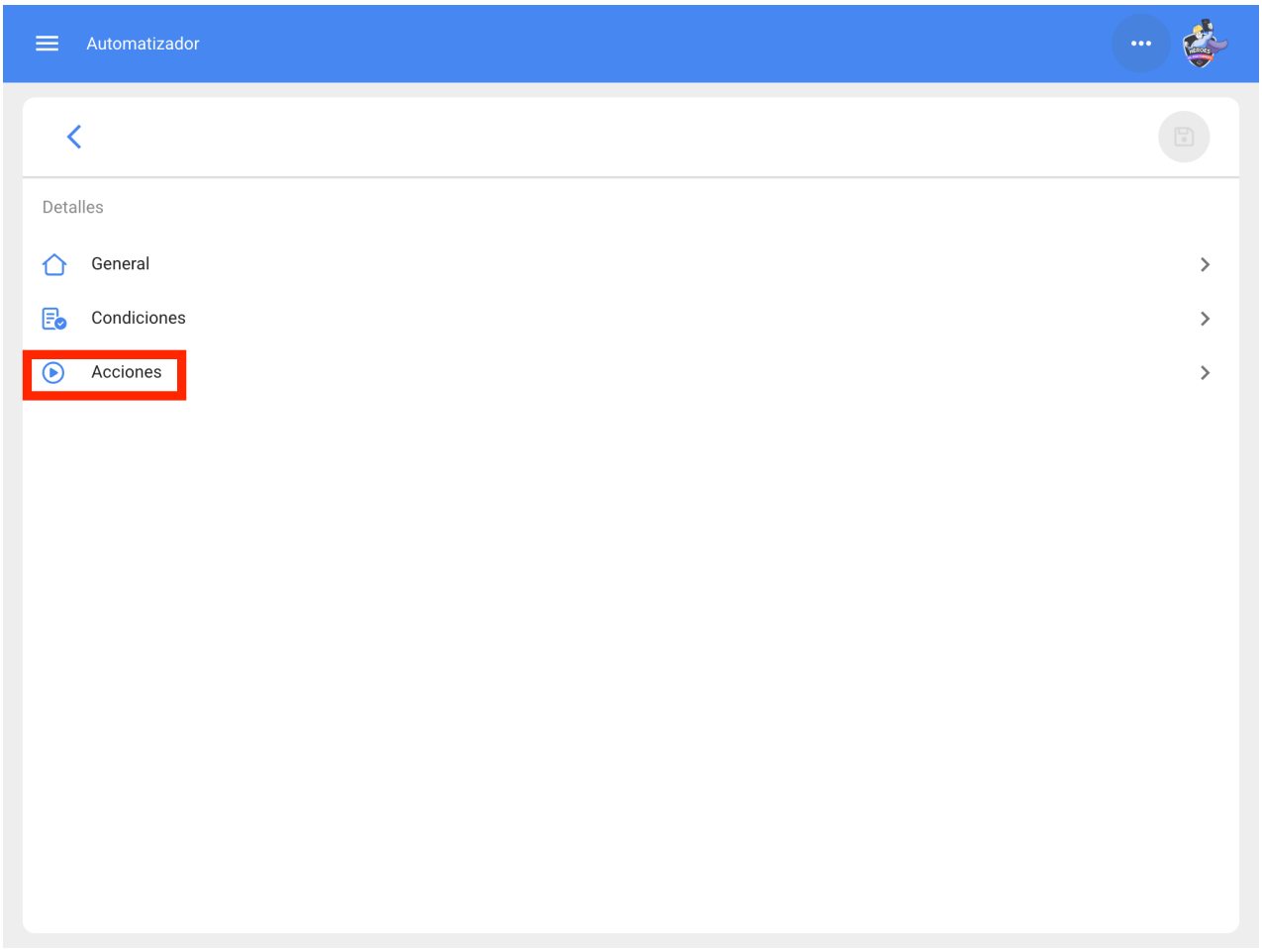
We will have in the upper part of the conditions 3 options which will work for the following:

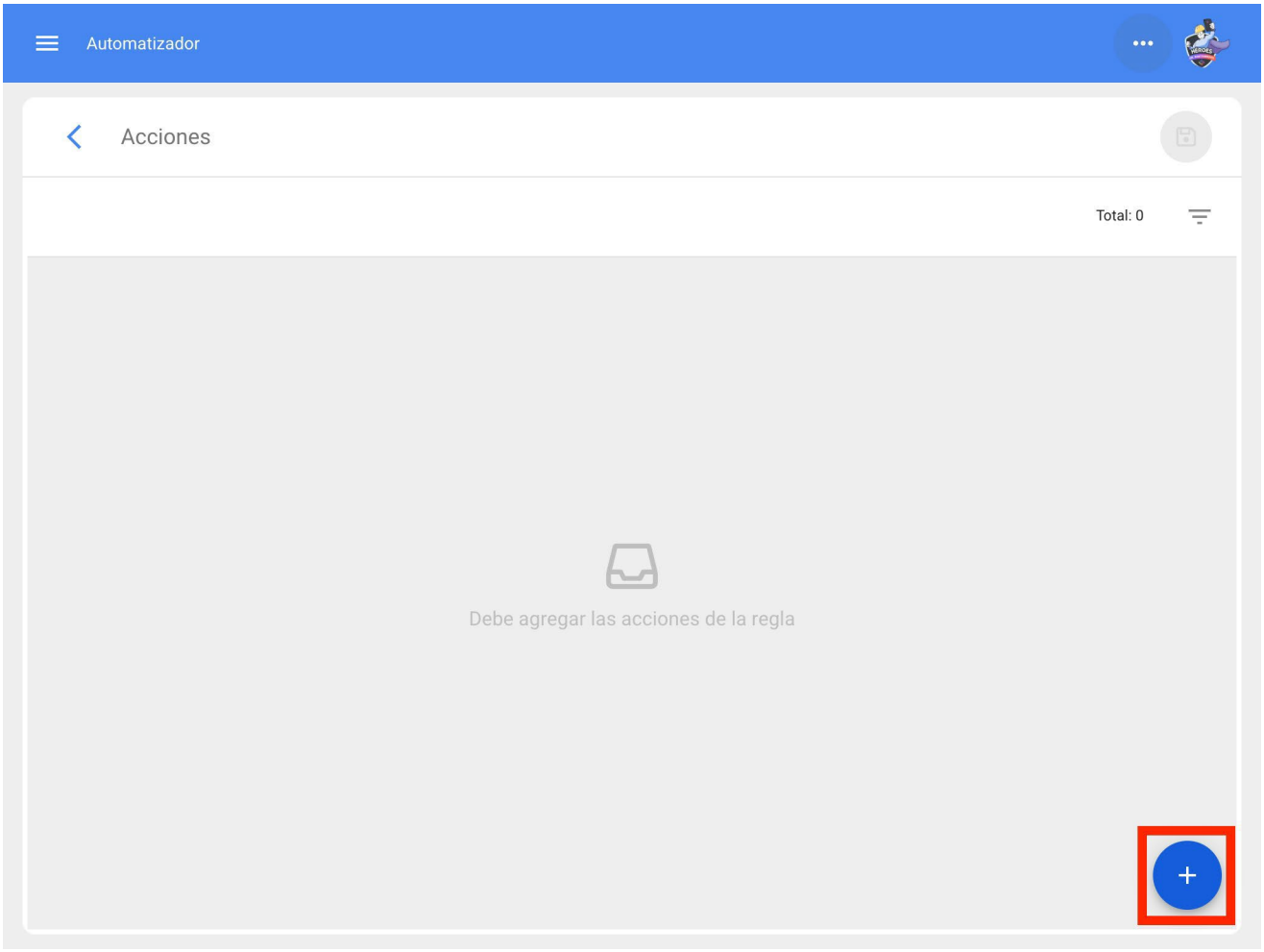


- **No conditions:** No conditions apply for the triggering of the rule.
- **At least one is true:** The new request must have any of the 2 conditions in its properties for the rule to be triggered.
- **All are true:** The new request in its properties must meet all the specified conditions, for example based on our exercise shown in the image the asset will have to be of type "Air conditioners" and belong to the specified location "Branch 2" or else the rule will not be triggered in that event.

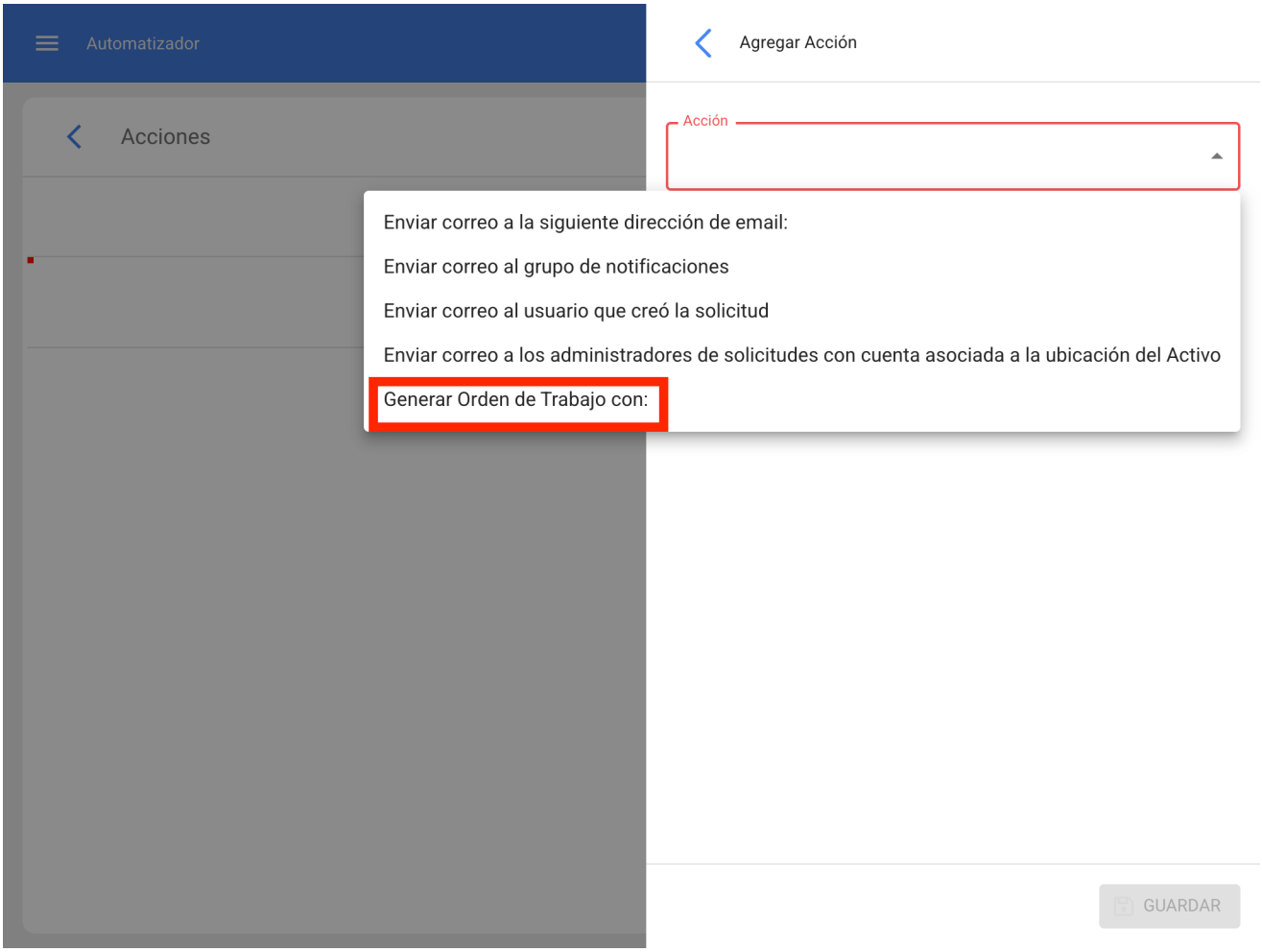


Once the condition has been configured, click on the save and back icon. Go to the last tab "Actions" and then click on the plus symbol.

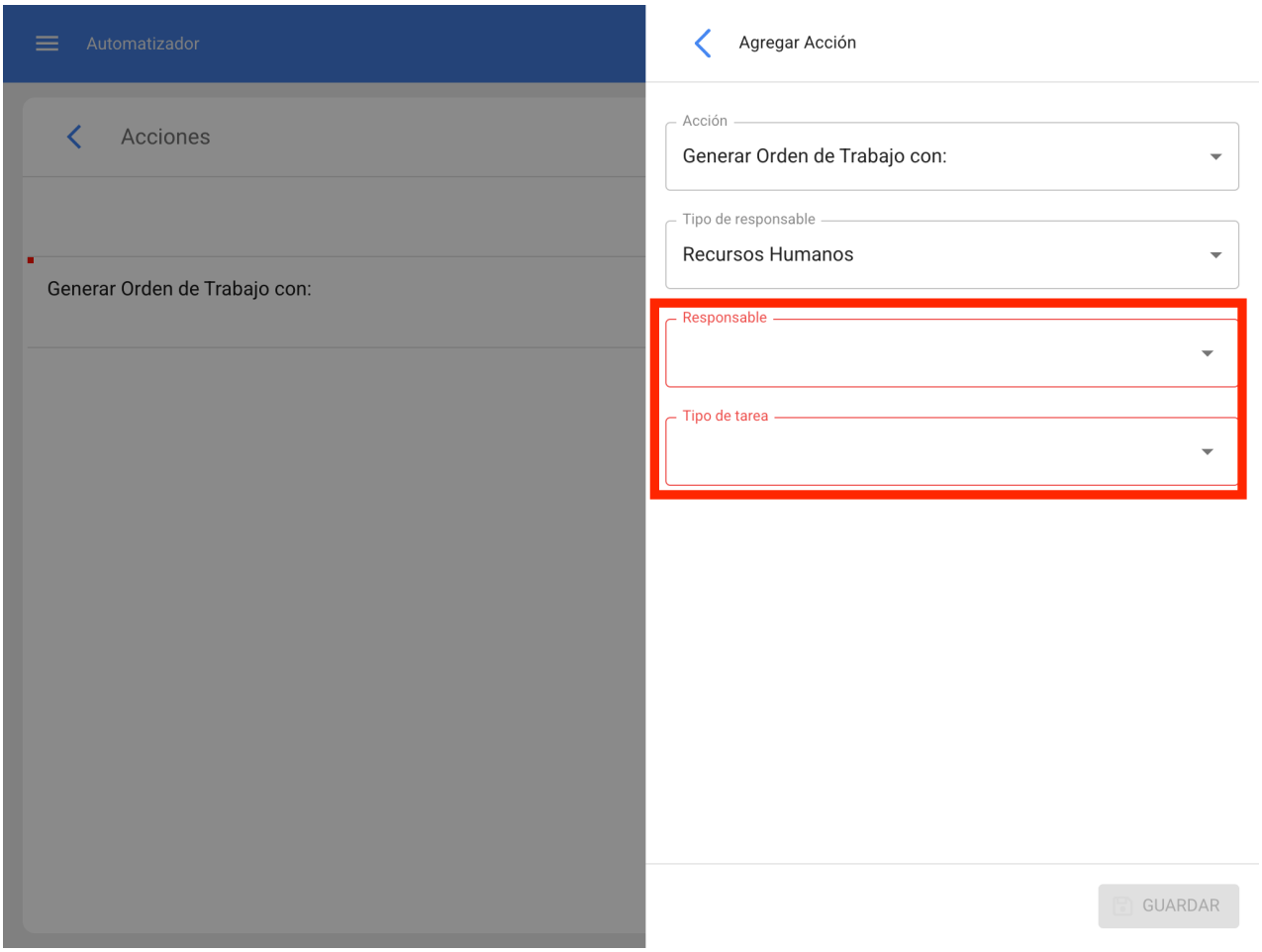

Automatizador
Detalles
General
Condiciones
Acciones

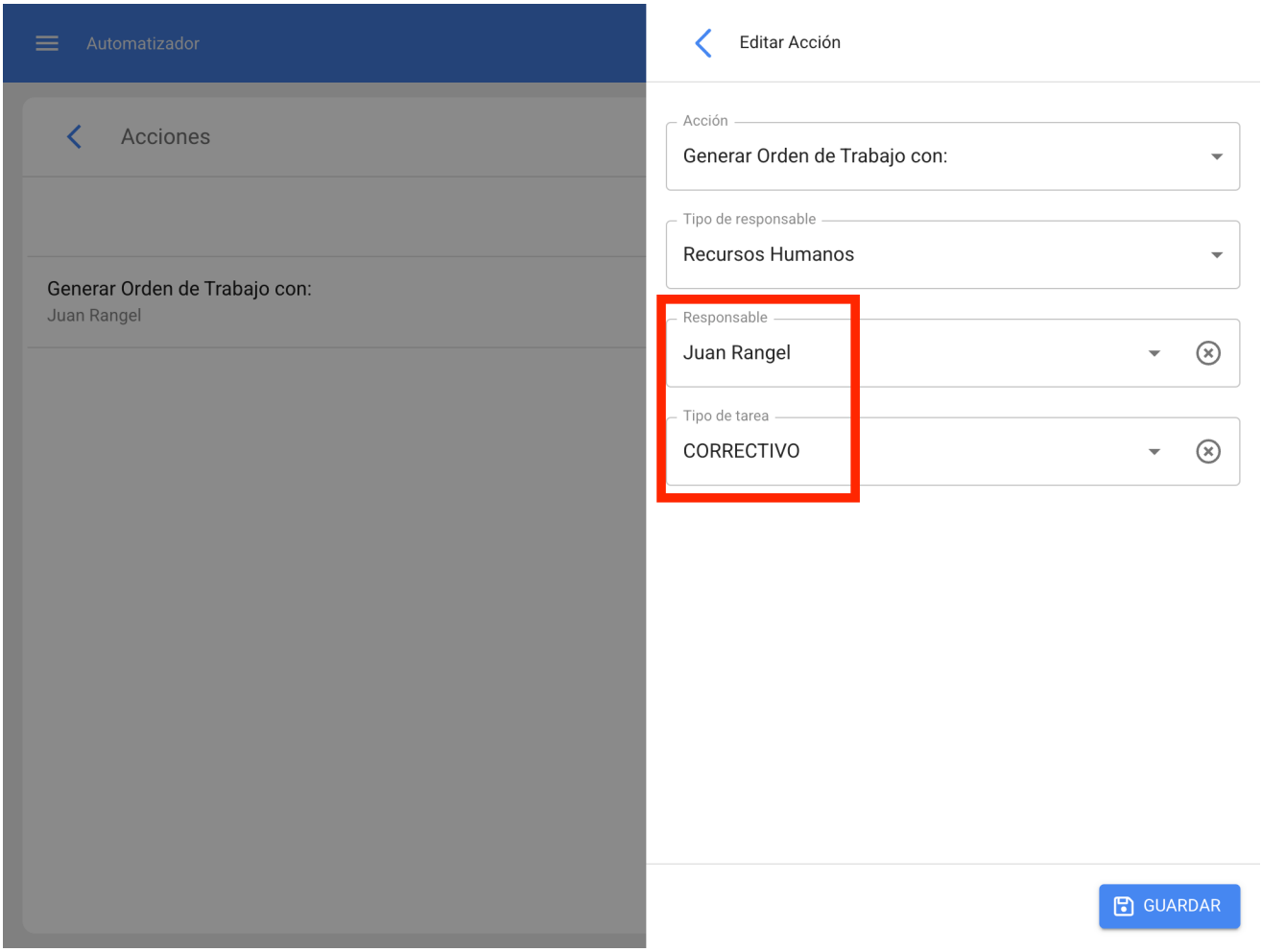


Here we will have five actions to choose from and we will select the one that says "Generate Work Order with:"

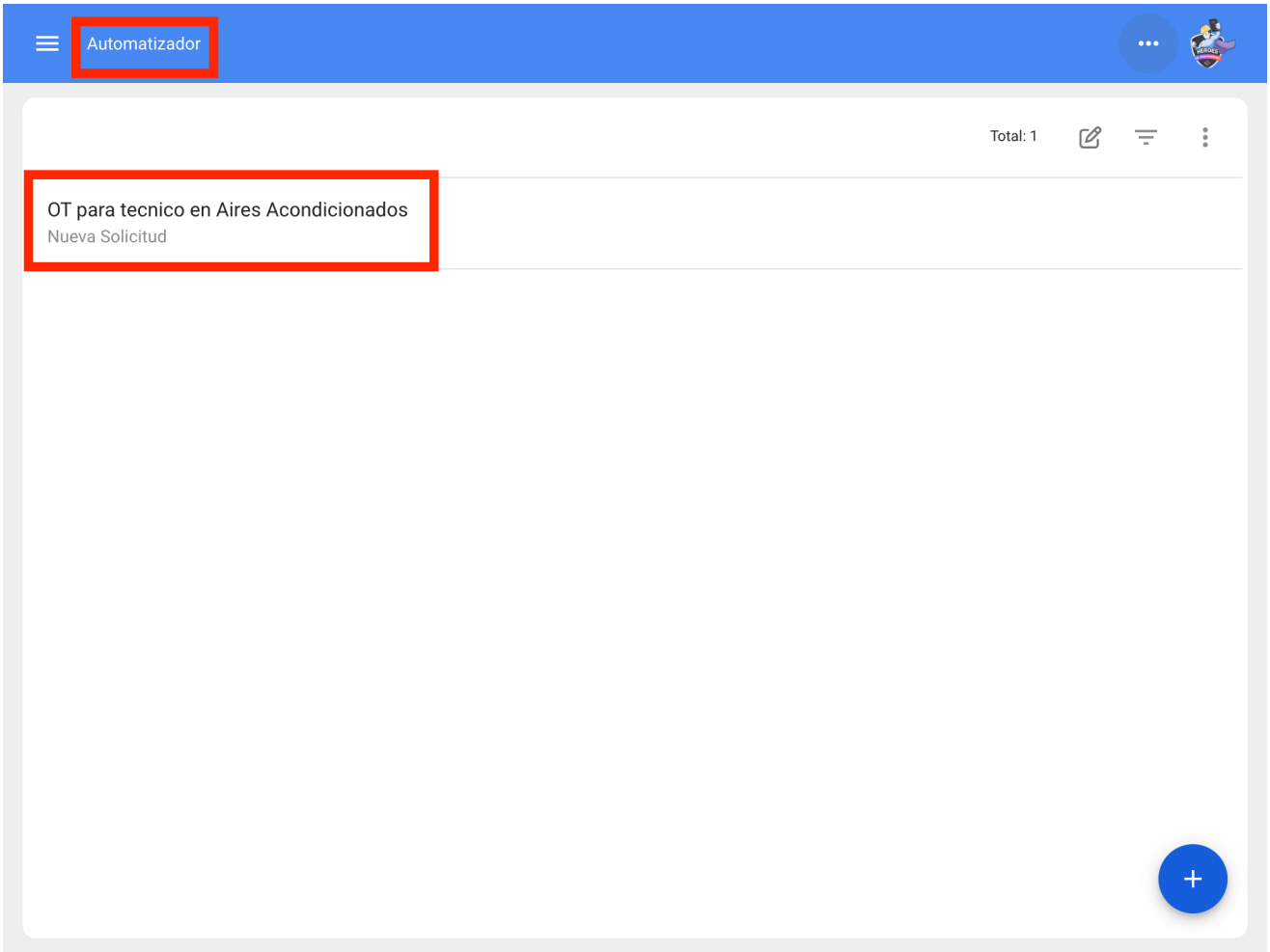


We will indicate who will be the Responsible and the type of Task that the WO generated by the rule will have.


Automatizador
Acciones
Generar Orden de Trabajo con:
Agregar Acción
Acción
Generar Orden de Trabajo con:
Tipo de responsable
Recursos Humanos
Responsable
Tipo de tarea
GUARDAR

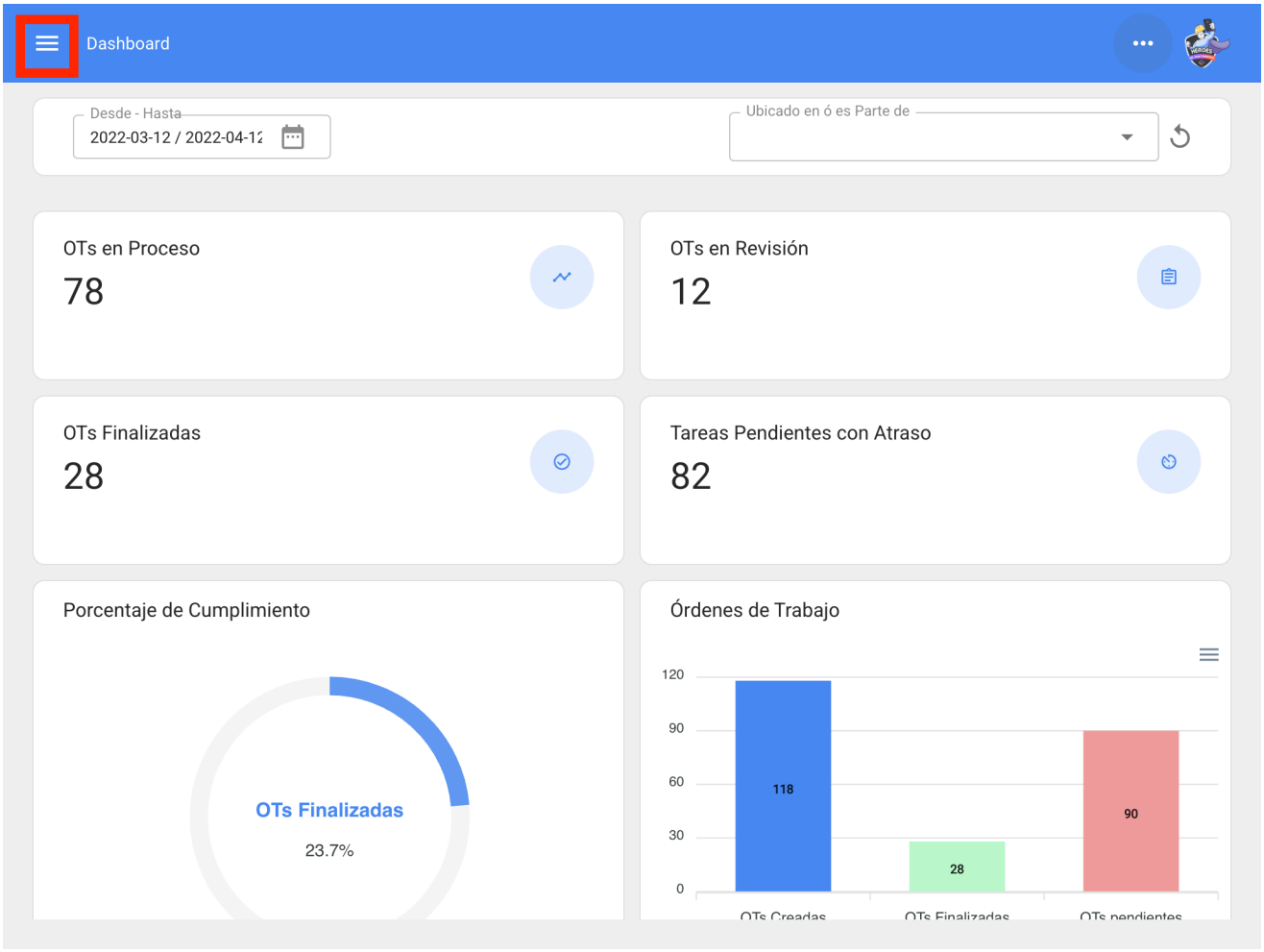


Now we have the action ready, we just have to save it and go back to the main list and we will have the rule to automatically generate Work Orders coming from a new request.

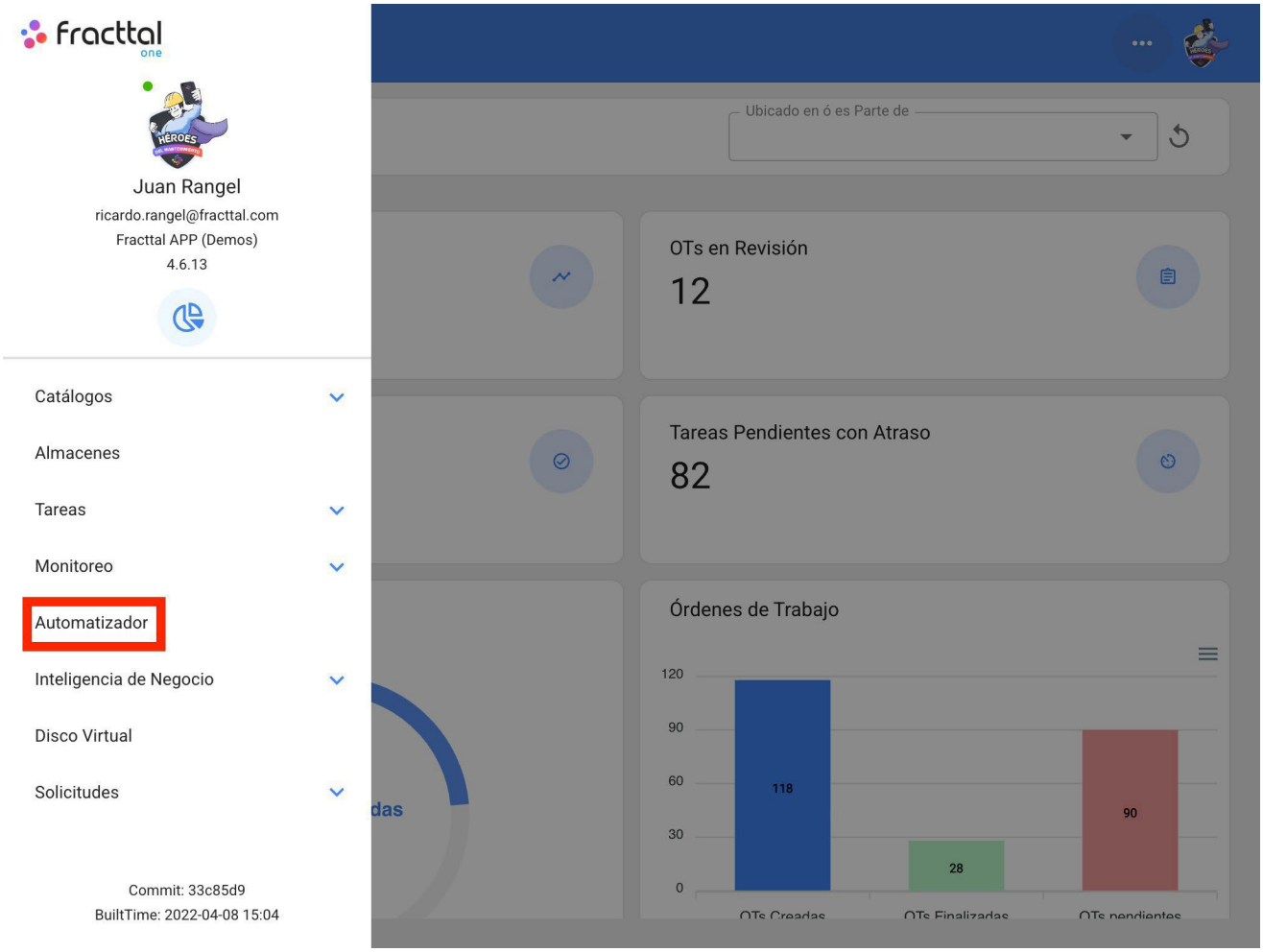


Generate WO from pending work management

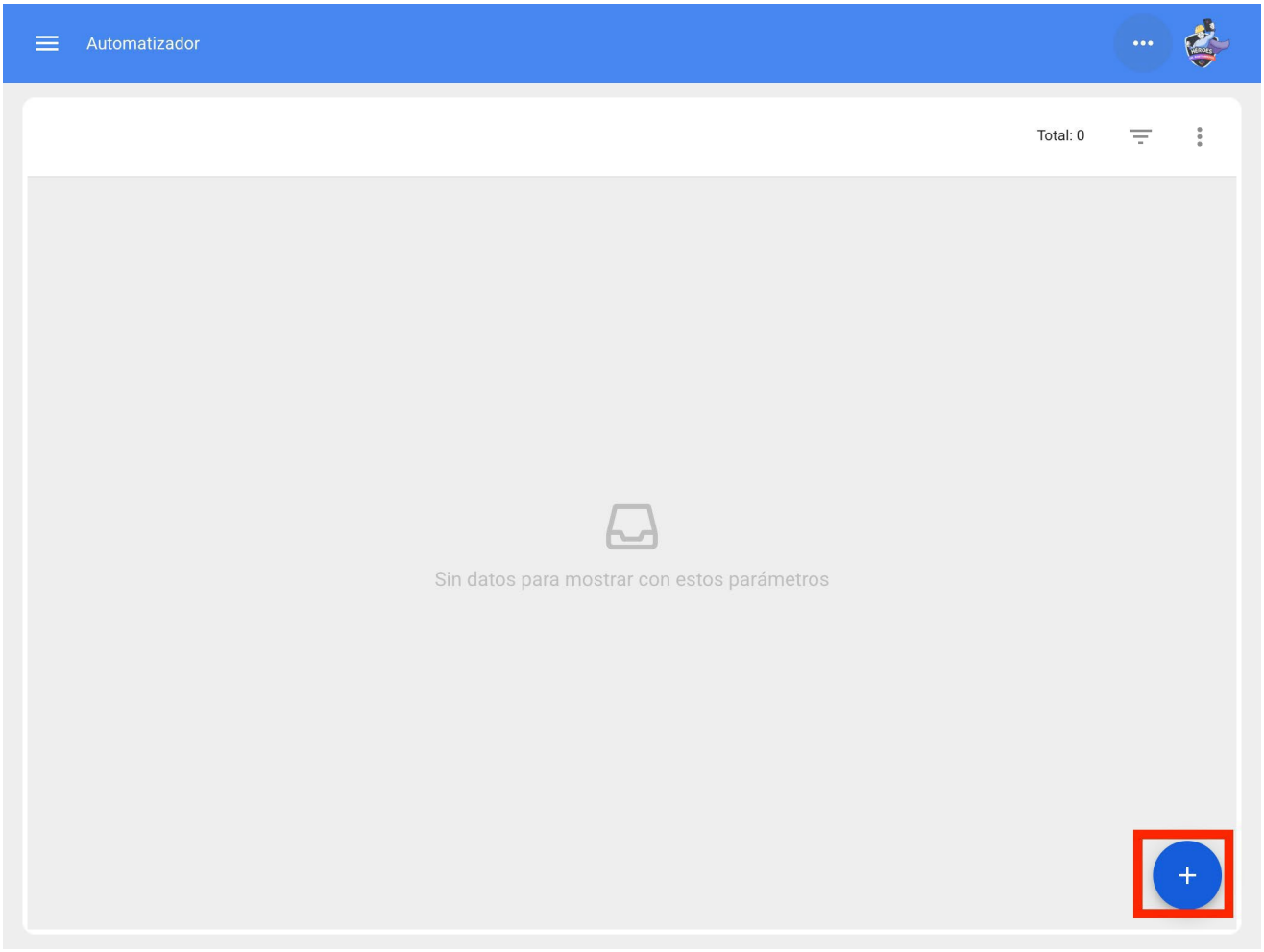
In order to be able to generalize the work orders coming from a planned Task, you have to do the following. Enter the main menu on the upper left side.



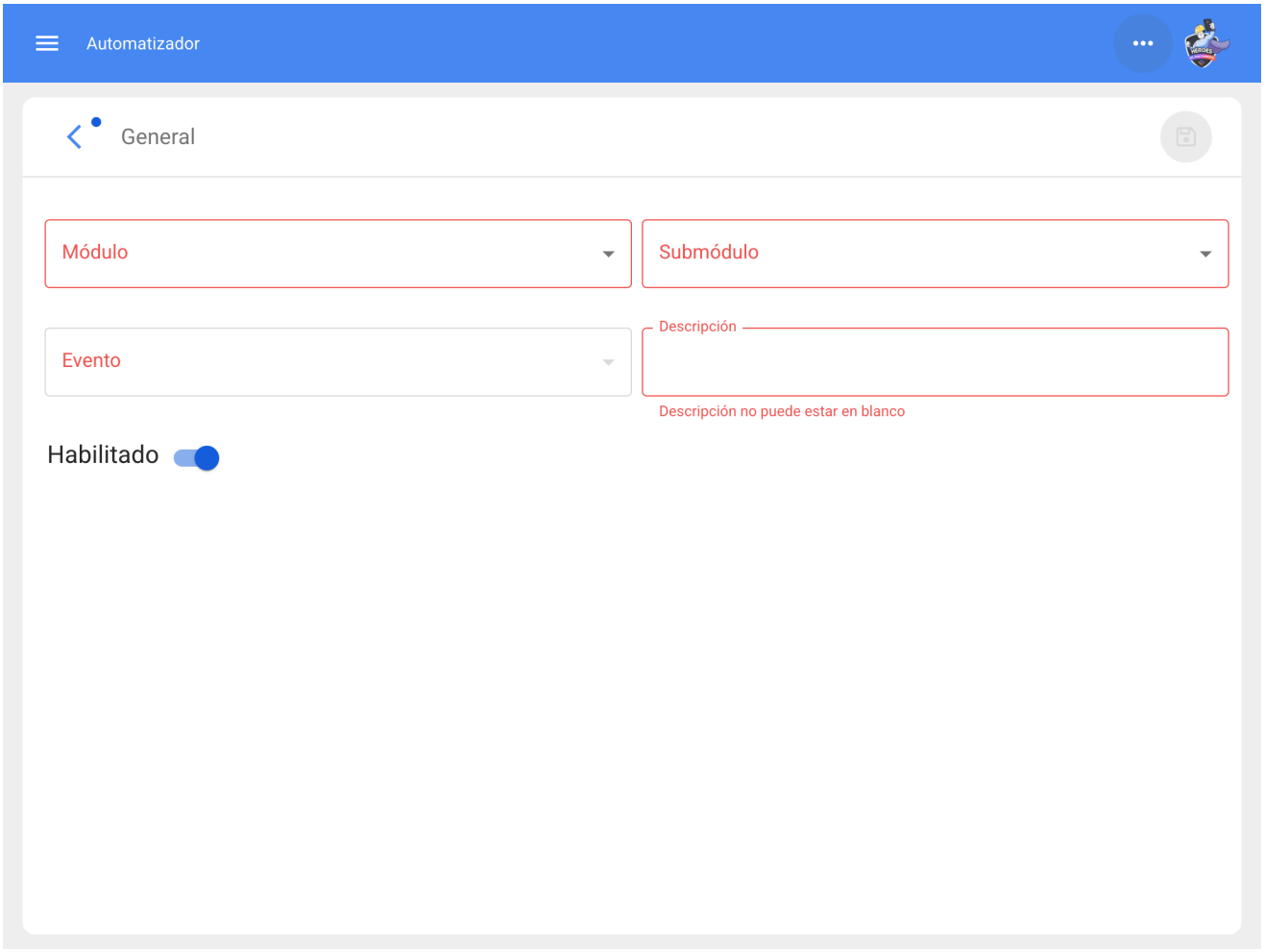
From the main menu go to the Dispatcher module.



Click on the plus symbol at the bottom right to create a new rule.

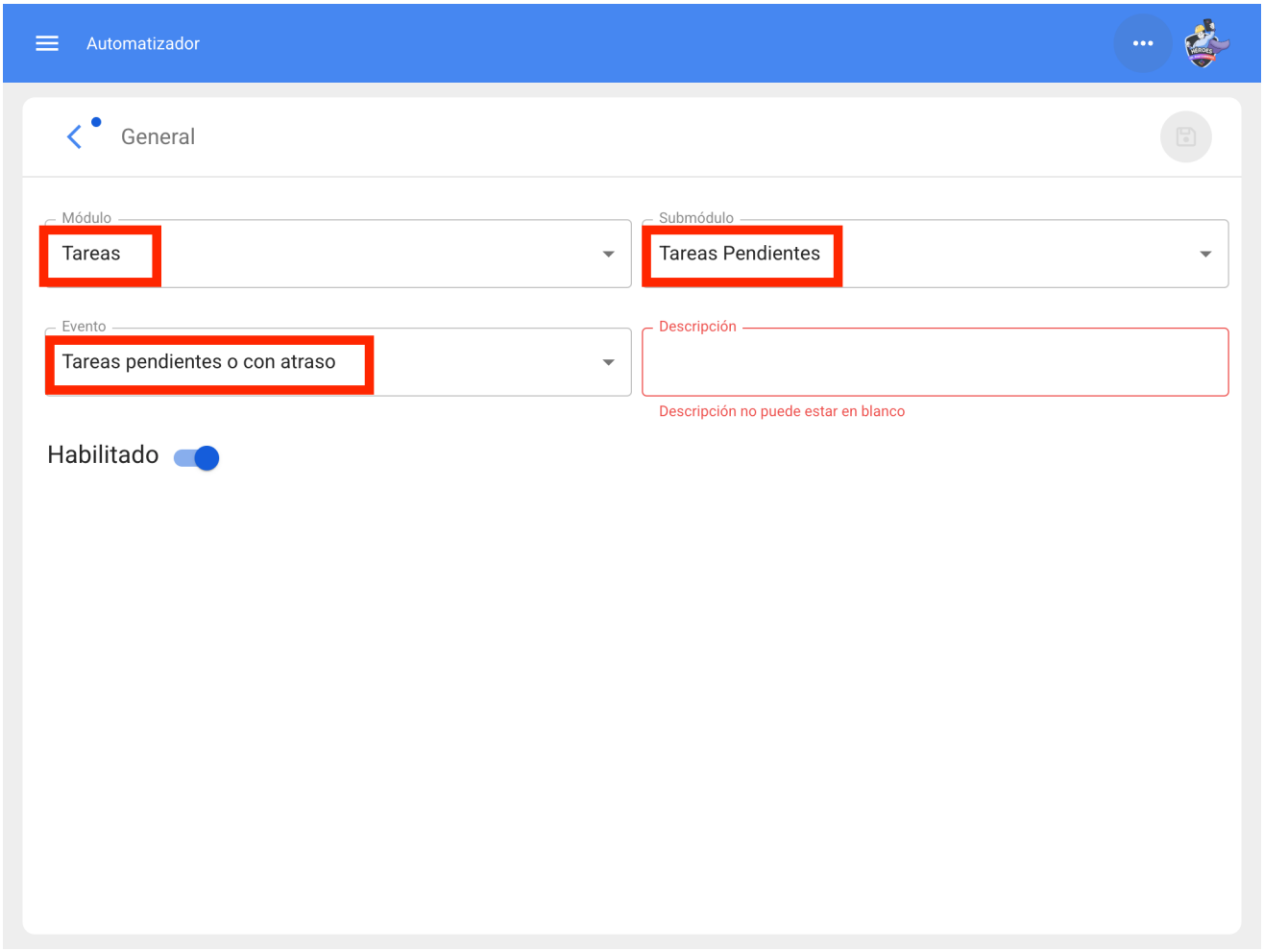


This will take us to the first of three tabs that we can configure for the relay.

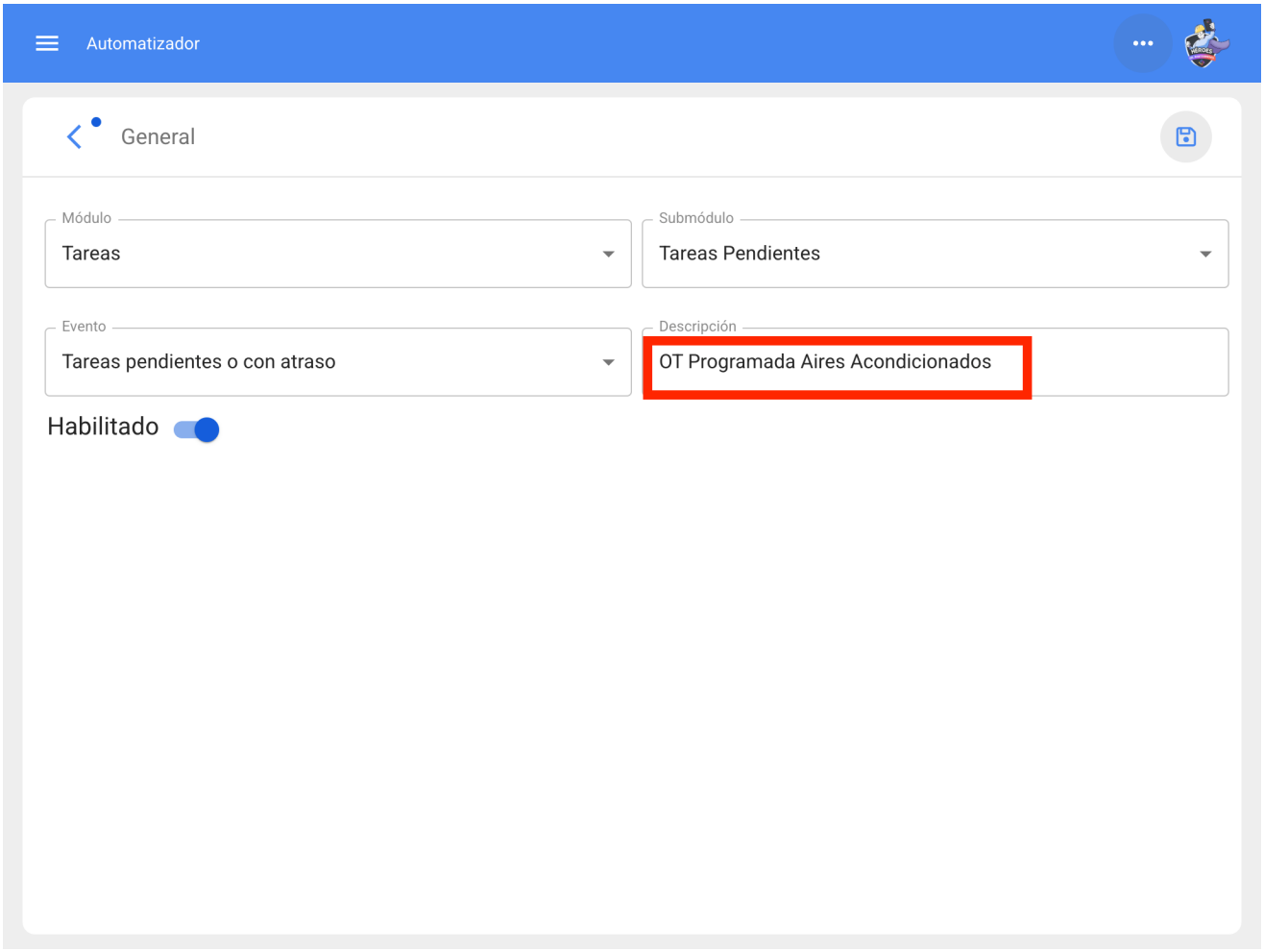


There we will select the "Module", "Submodule" and "event" that we will use for our rule.

Module: Tasks Sub-module: Pending Tasks Event: Pending or overdue work management

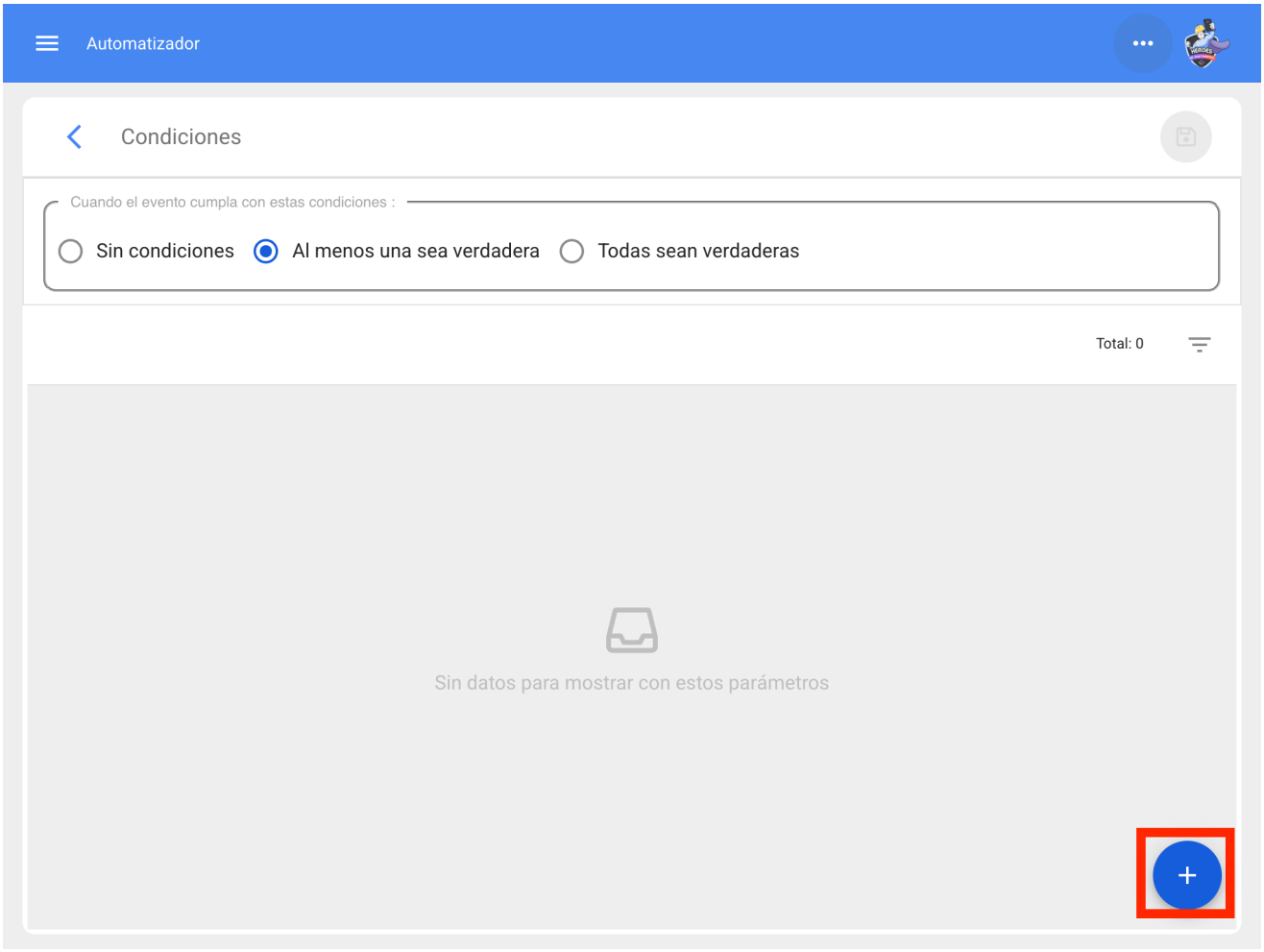


We will put in "Description" the name of the rule to identify it in the main list of created rules, we will click on save with the icon that appears at the top right and back with the icon on the left.

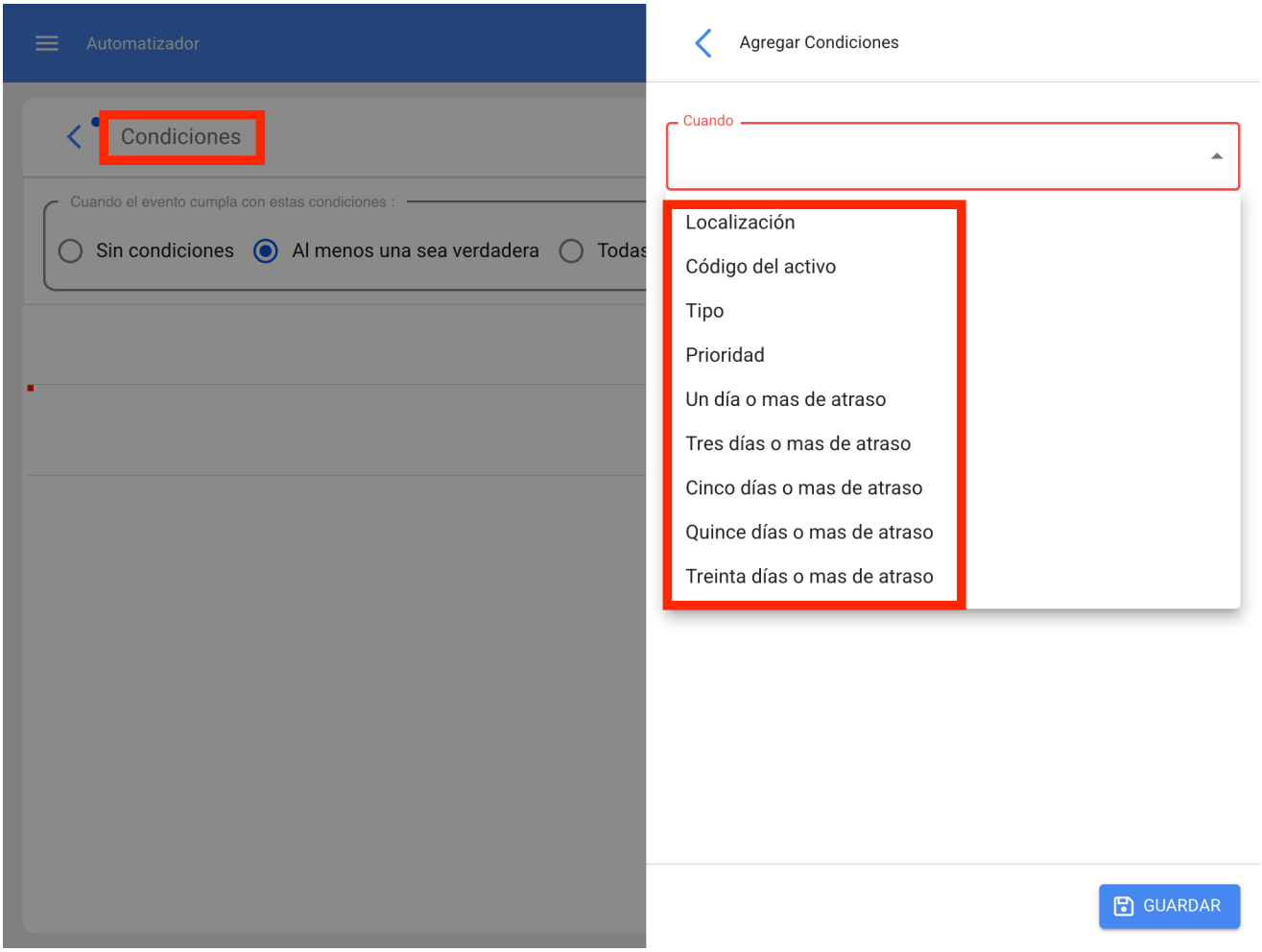


Here we will see the 3 tabs that we can configure for the rule and click on the "Conditions" tab.

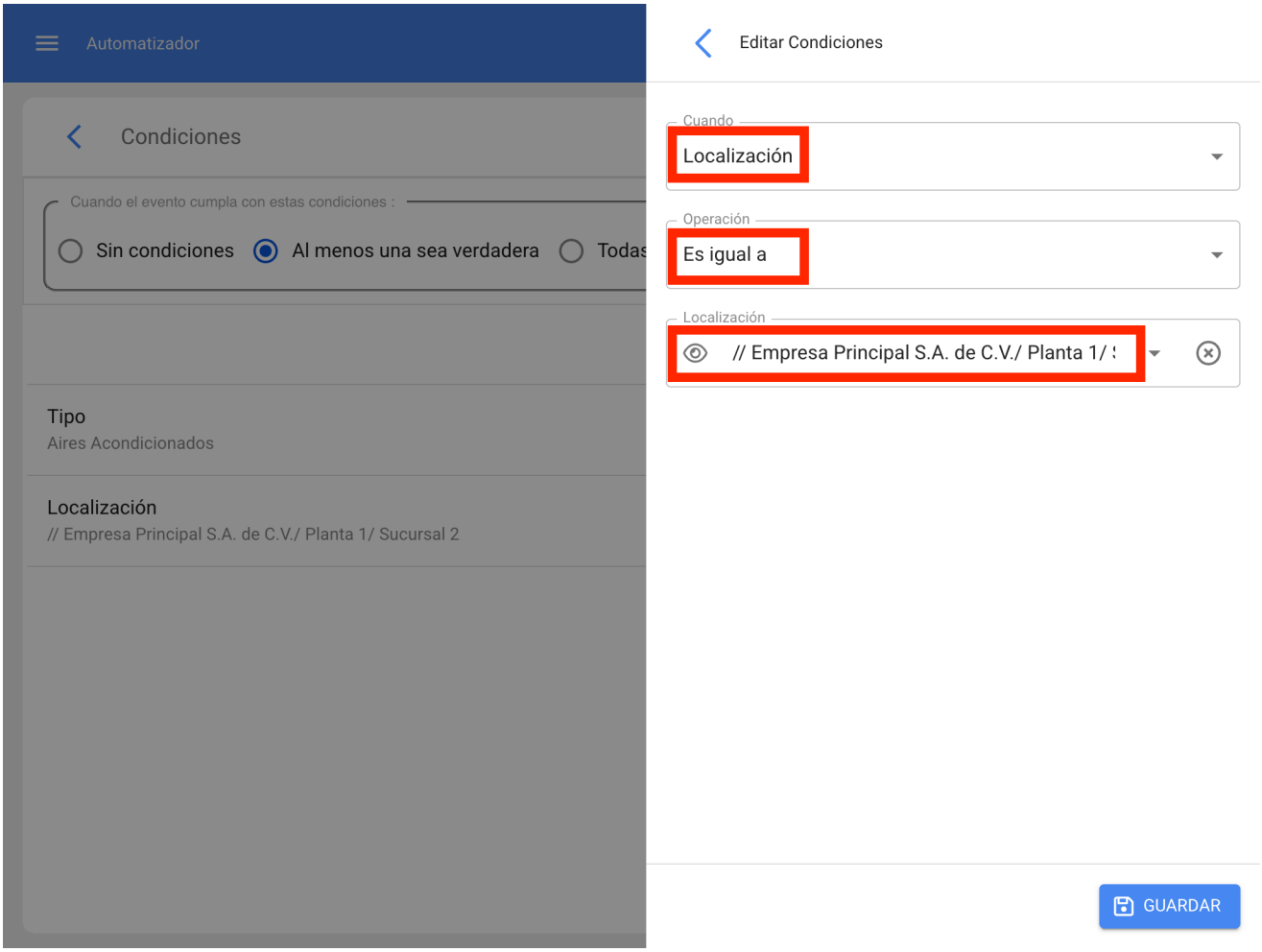
In this option we can create specific conditions with the plus symbol that appears at the bottom right, these conditions would have to be met to activate the rule, in the case of not putting any condition the rule will be activated when any new "Pending Task" touches regardless of the asset, location or any other specific condition.



In the following image we can see the different conditions that can be configured for the activation of the rule.

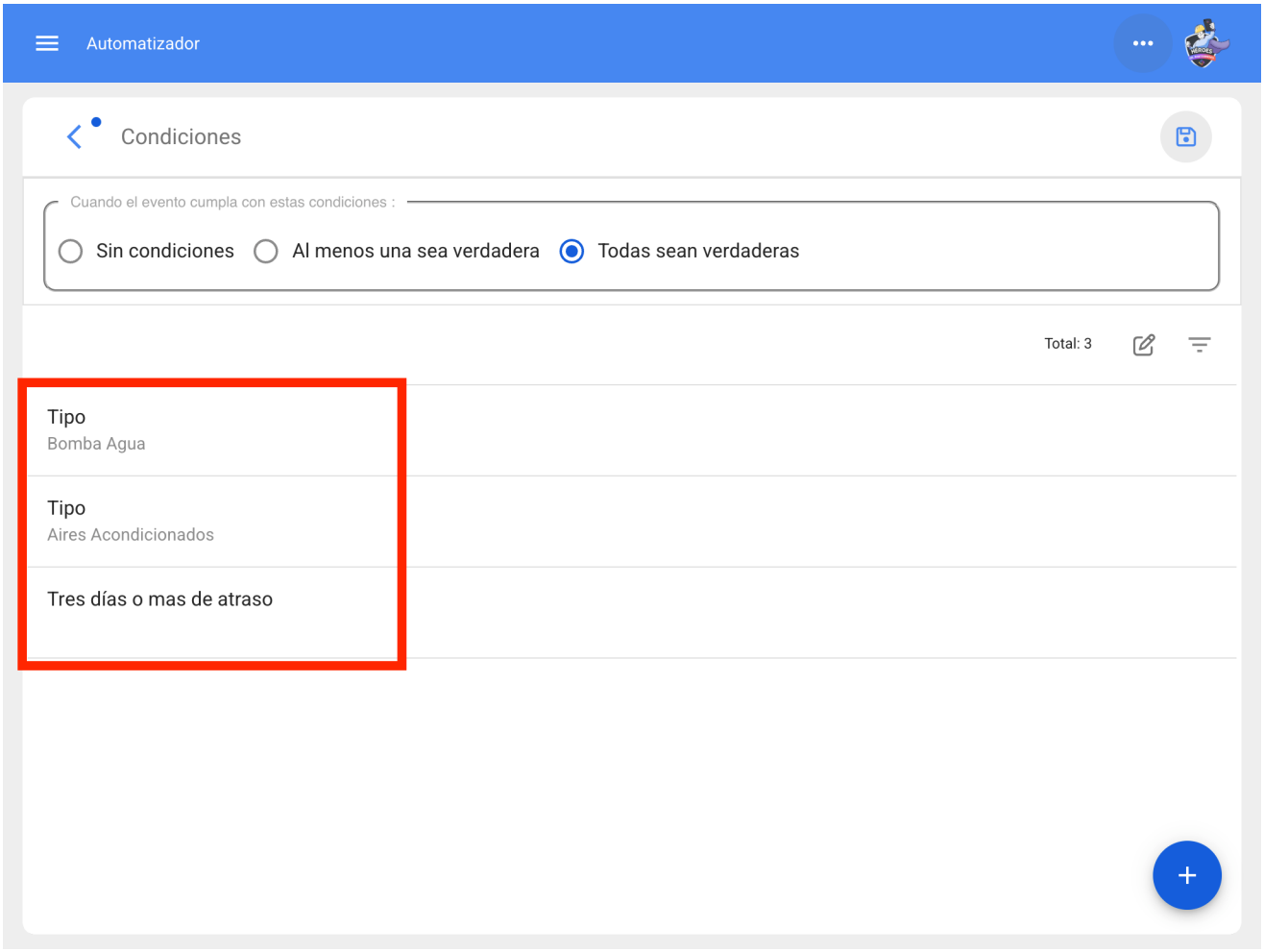


For example we could select that the Location of the equipment is a specific Branch, area or sub area or that the type of equipment is only one or even that the pending task is x number of days overdue.

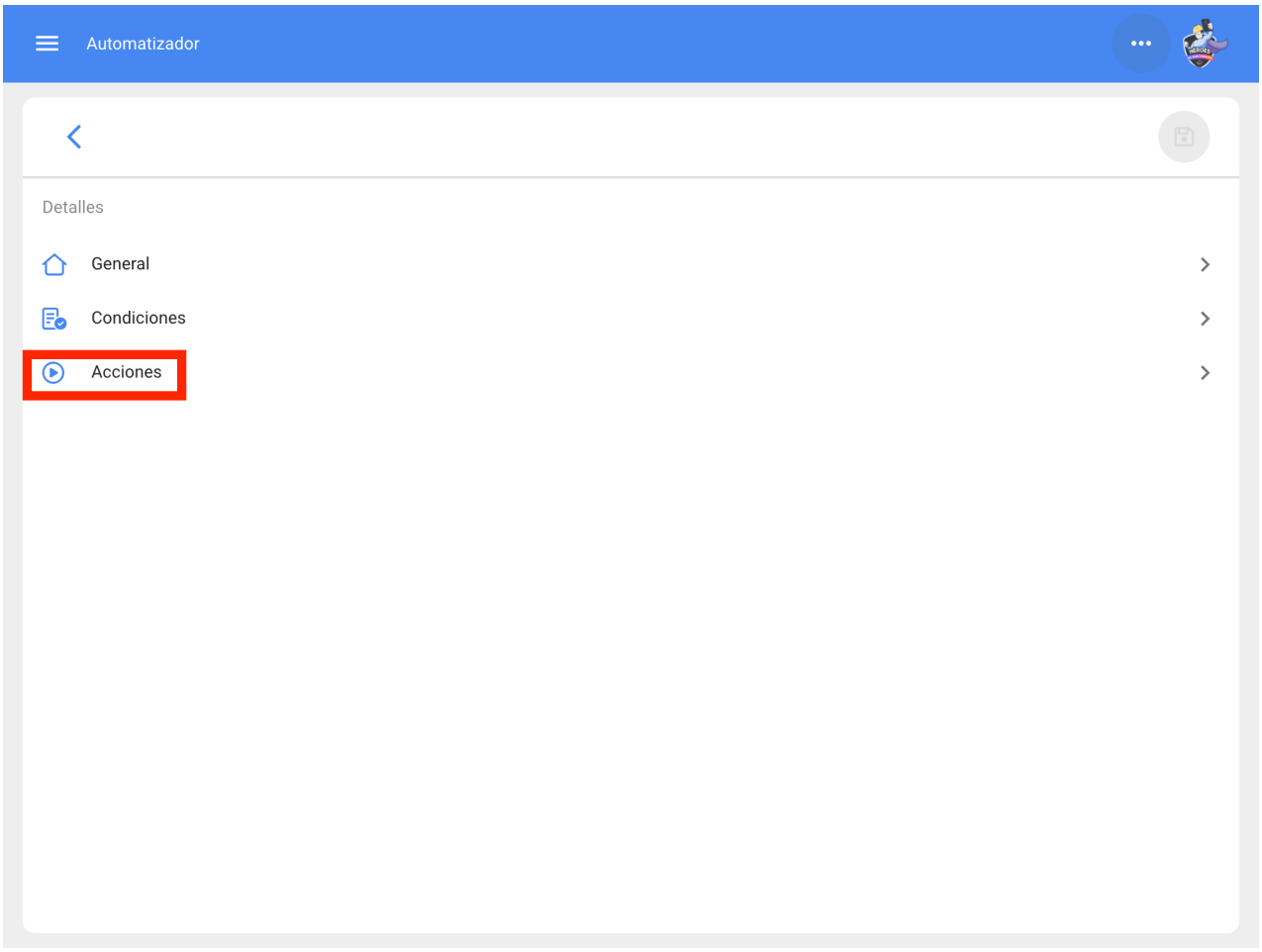


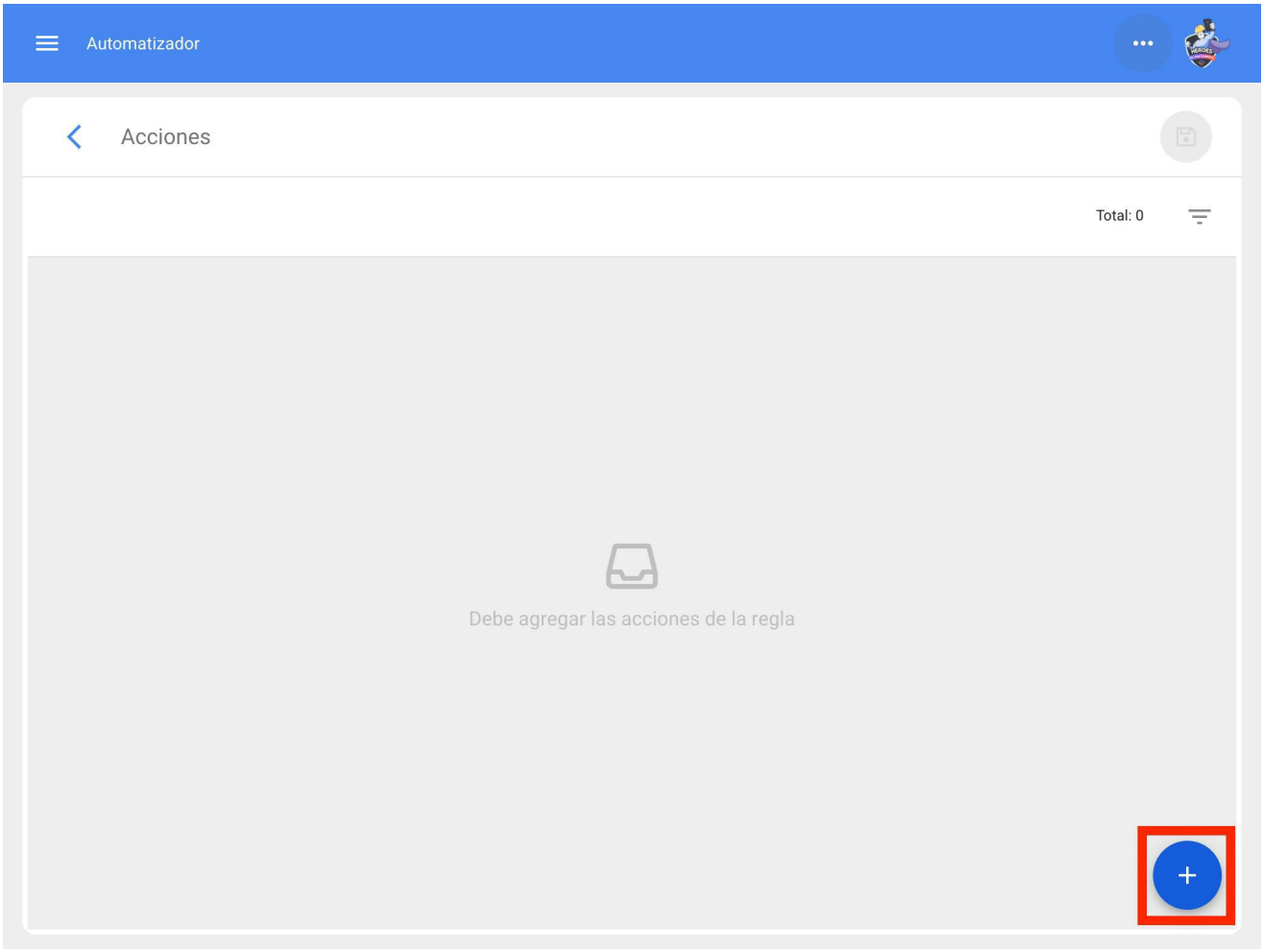
We will have in the upper part of the conditions 3 options which will work for the following:

- **No conditions:** No conditions apply for the triggering of the rule.
- **At least one is true:** The pending Task must have any of the 2 conditions in its properties to trigger the rule.
- **All are true:** The Pending Task in its properties must meet all the specified conditions, for example, based on our exercise shown in the image, the asset would have to be of type "Air Conditioners", belong to the specified location "Branch 2" and be "Three days or more overdue", otherwise the rule will not be triggered in that event.

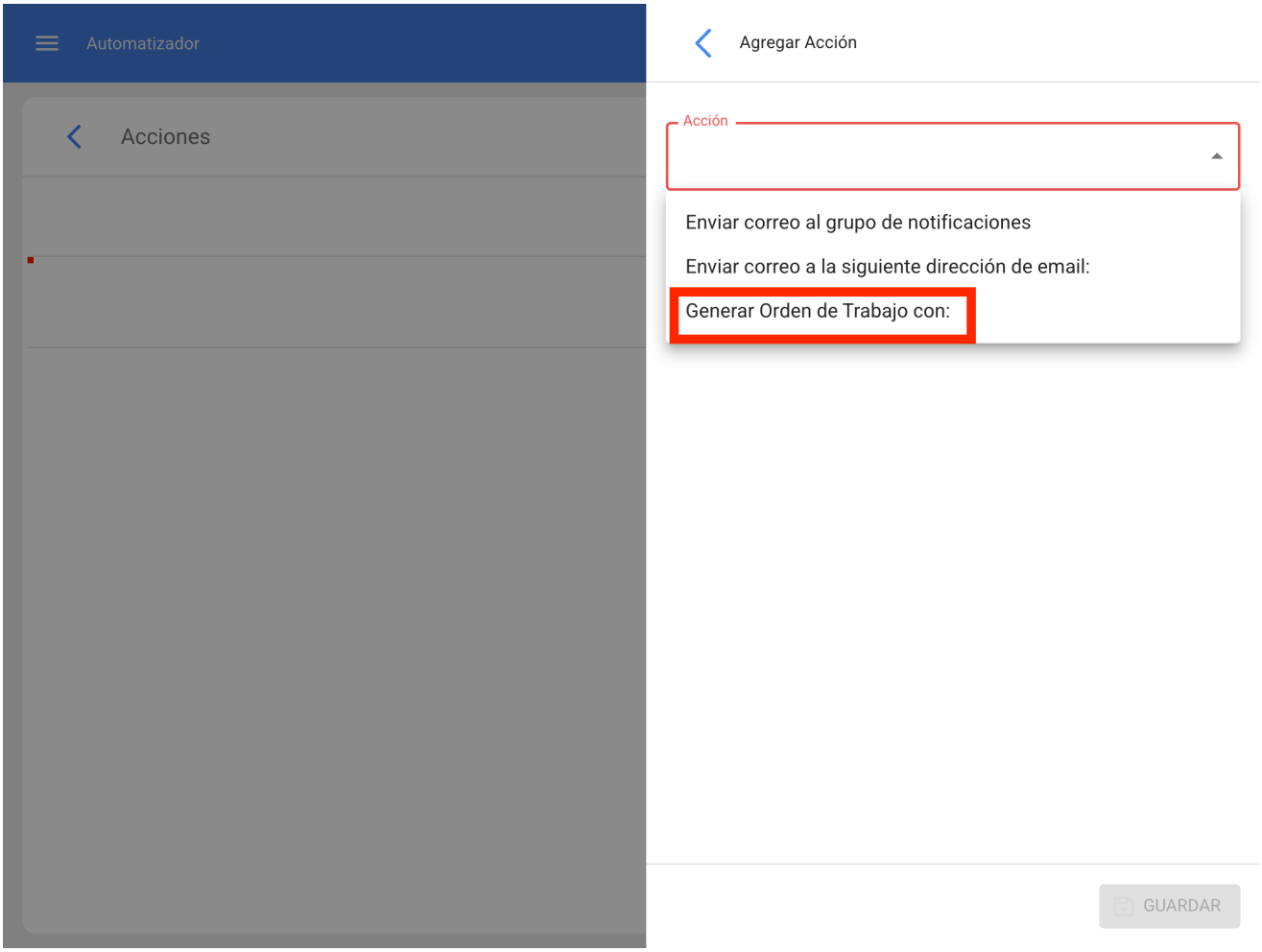


Once the condition has been configured, click on the save and back icon. Go to the last tab "Actions" and then click on the plus symbol.

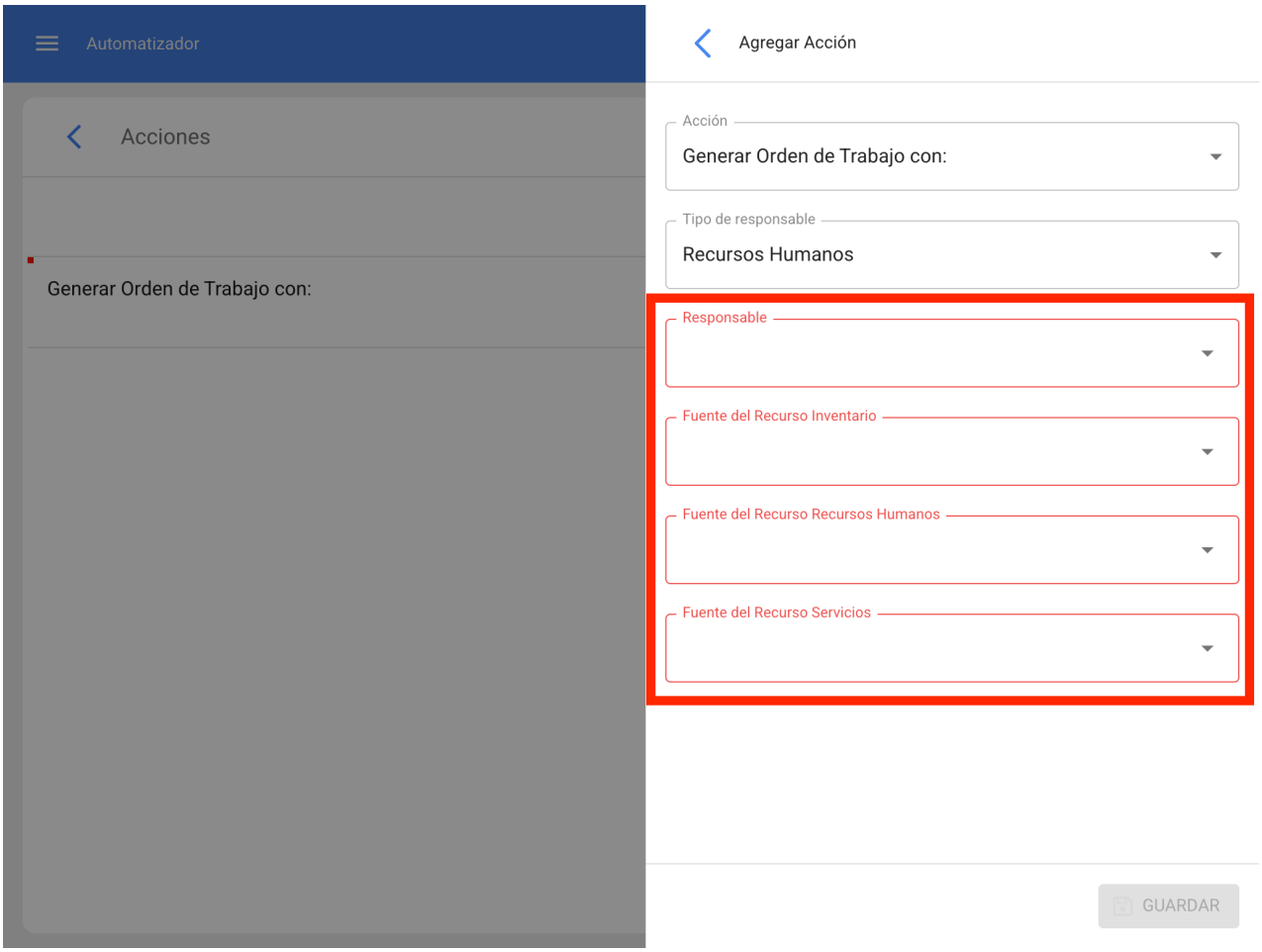

Automatizador
Detalles
General
Condiciones
Acciones

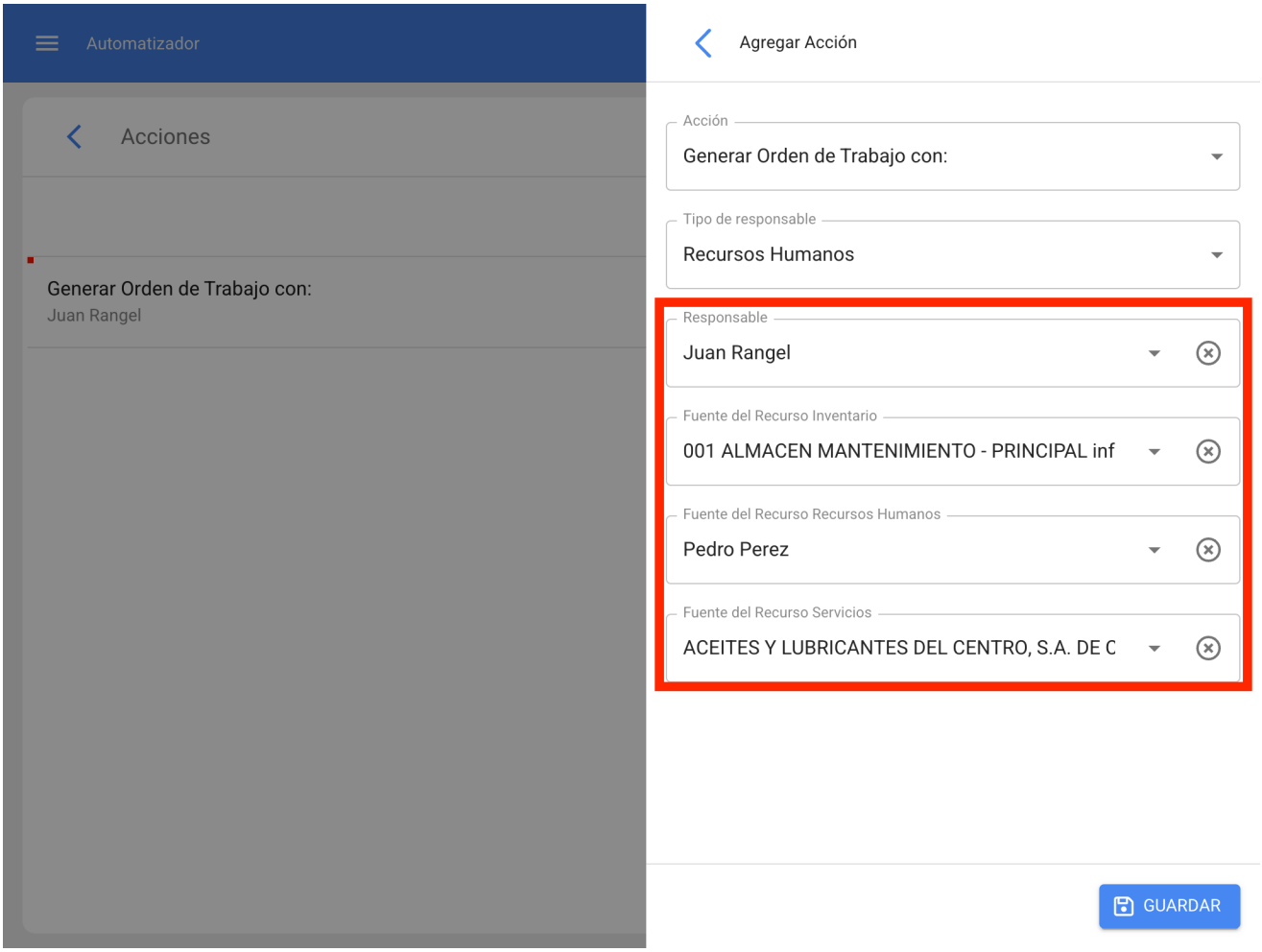


Here we will have 3 actions to choose from and we will select the one that says "Generate Work Order with:".

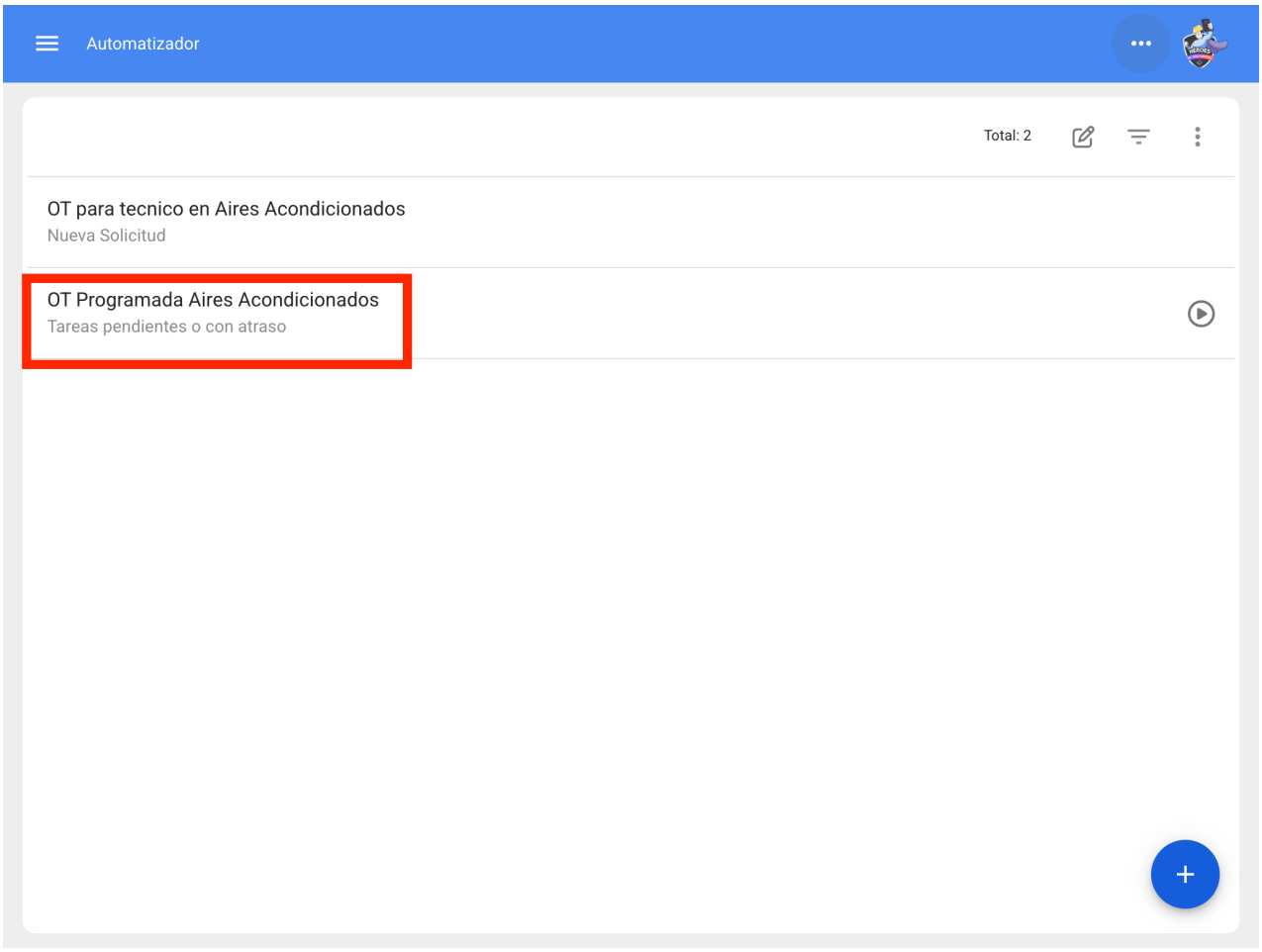


We will indicate who will be the Responsible, Inventory Resource Source, Inhouse personnel Resource Source and Service Resource Source that will have the WO generated by the rule, these data are mandatory and can be edited in the WO if necessary or in the case of not applying the step will be omitted at the time of assigning the WO.


Automatizador
Acciones
Generar Orden de Trabajo con:
Agregar Acción
Acción
Generar Orden de Trabajo con:
Tipo de responsable
Recursos Humanos
Responsable
Fuente del Recurso Inventario
Fuente del Recurso Recursos Humanos
Fuente del Recurso Servicios
GUARDAR



We will have the action ready, we will only have to save it and go back to the main list and we will have the rule to automatically generate Work Orders coming from Pending Tasks.


Automatizador
Total: 2
OT para tecnico en Aires Acondicionados
Nueva Solicitud
OT Programada Aires Acondicionados
Tareas pendientes o con atraso

Additional user accounts and What types of users can be contracted in Fracttal One?

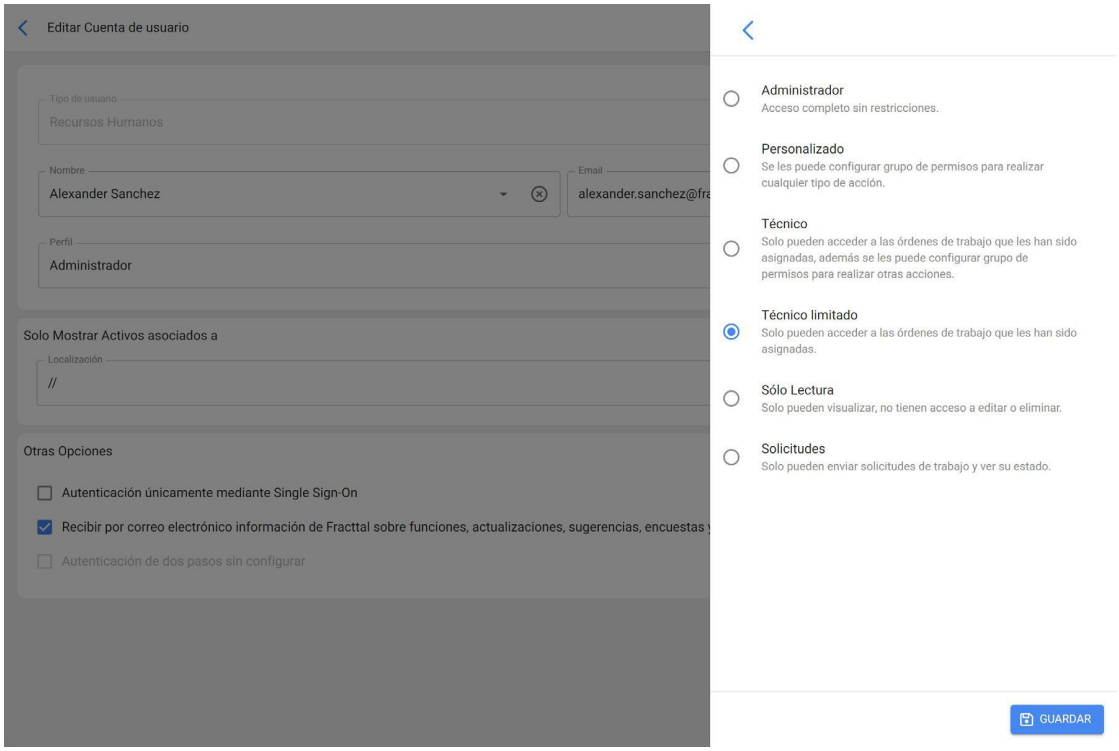
help.fracttal.com/en/articles/6139762-additional-user-accounts-and-which-types-of-users-can-be-hired-at-fracttal-one

Fracttal differentiates the types of users as follows:

- **Users with transactional profiles:** are those users who have an administrator, personalized or technical profile. Each time a new user with a transactional profile is created, it is discounted from the number of contracted users.

- **Users with non-transactional profiles:** are those users who have a read-only or request-only profile. The number of users created that are associated with these profiles is unlimited.

  Users with limited technical profile: these are users that have a profile created especially for those companies that have a large number of technicians that will be in charge of executing work orders that have been assigned to them and that wish to hire these profiles, generally by quantity. It is a type of user that is hired additionally.



SandBox Accounts | Fracttal One

help.fracttal.com/en/articles/6139699-accounts-sandbox

Everyone at some point would like to log into Fracttal and test each of its functionalities, make changes, create new records, upload assets, modify meters and verify each of the changes we make to further understand the use of the platform.

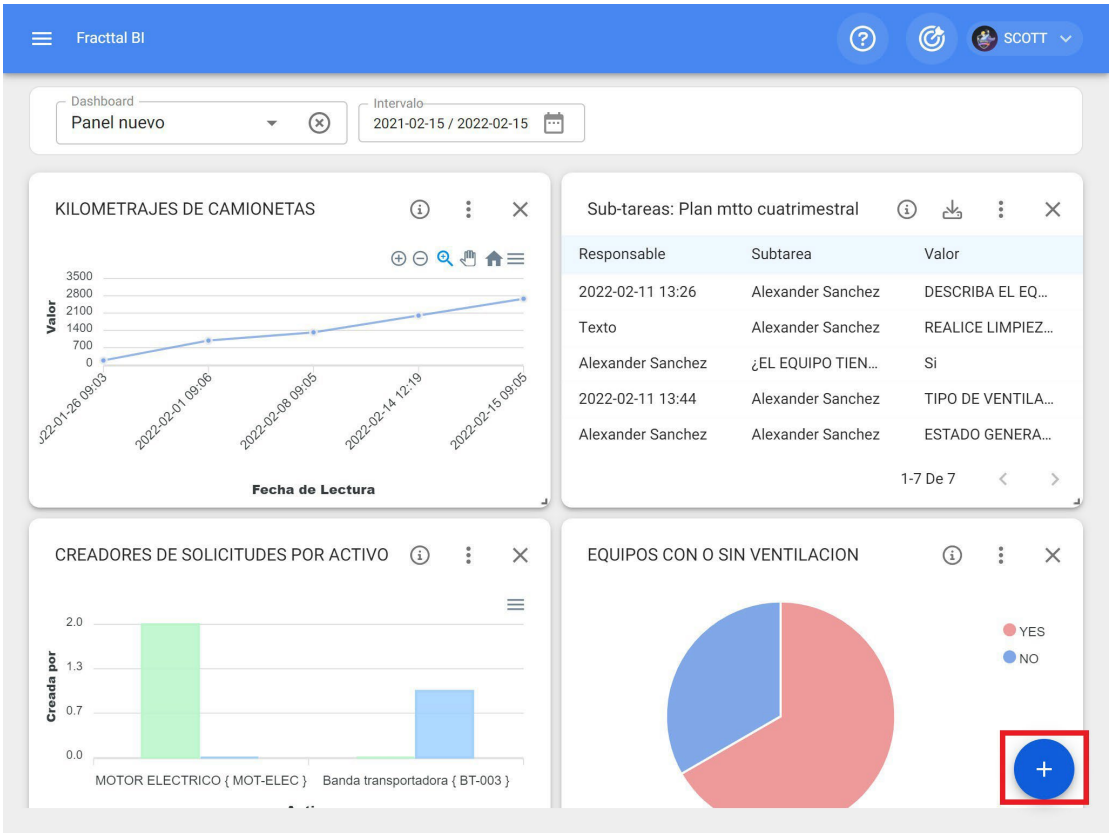
Thanks to SandBox accounts, we will be able to create a test environment that will not modify our real database. If you want to test the functionality of the software without affecting your real database in order to learn more about all the features of Fracttal, then a SandBox account is the right choice.

Fracttal offers Sandbox accounts without any preloaded information so you can have a clean database and start learning Fracttal from scratch. If you want to learn and practice on a real database but do not want to affect it, we can load information from a "mirror" database where your test actions will not alter the real database.

Fracttal BI and differences between Pro and Corp version

help.fracttal.com/en/articles/6139249-fracttal-bi-and-differences-between-version-pro-and-corp

Fracttal BI is a tool that allows to visualize in a more graphic way the maintenance activity in order to have a better interpretation and analysis of the information registered in the platform.
Depending on the version contracted, different dashboards and widgets can be created.



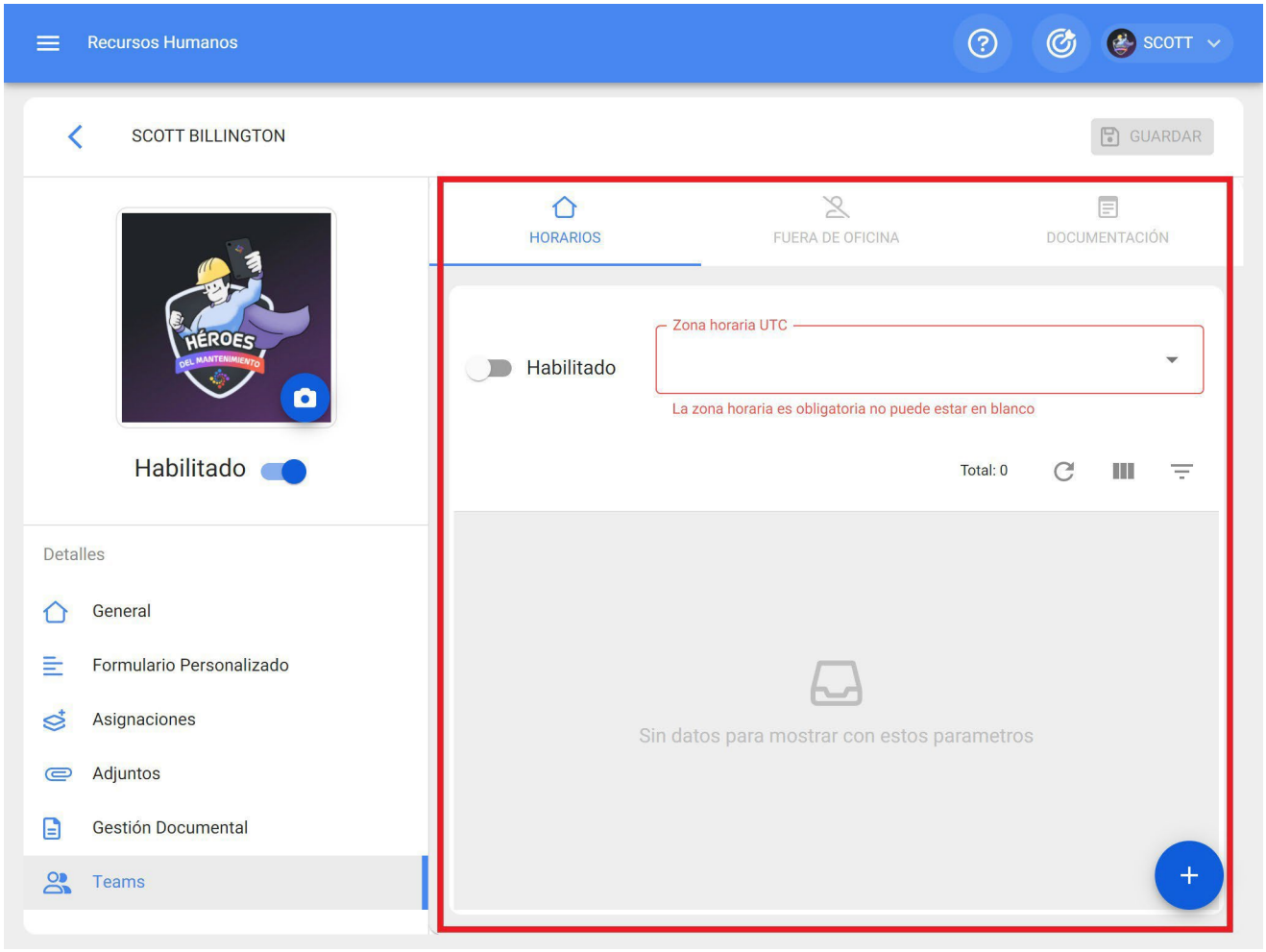
The Pro version allows the creation of 6 widgets and 4 dashboards, where you can customize the different graphs obtained from data sources associated with tasks, meters, planned maintenance, work requests and work orders. On the other hand, the Corp version allows our customers to create 15 unlimited widgets and dashboards with examples included.

Fracttal Teams and How to create and configure a schedule?

help.fracttal.com/en/articles/6008341-fracttal-teams-and-how-to-create-and-configure-a-timetable

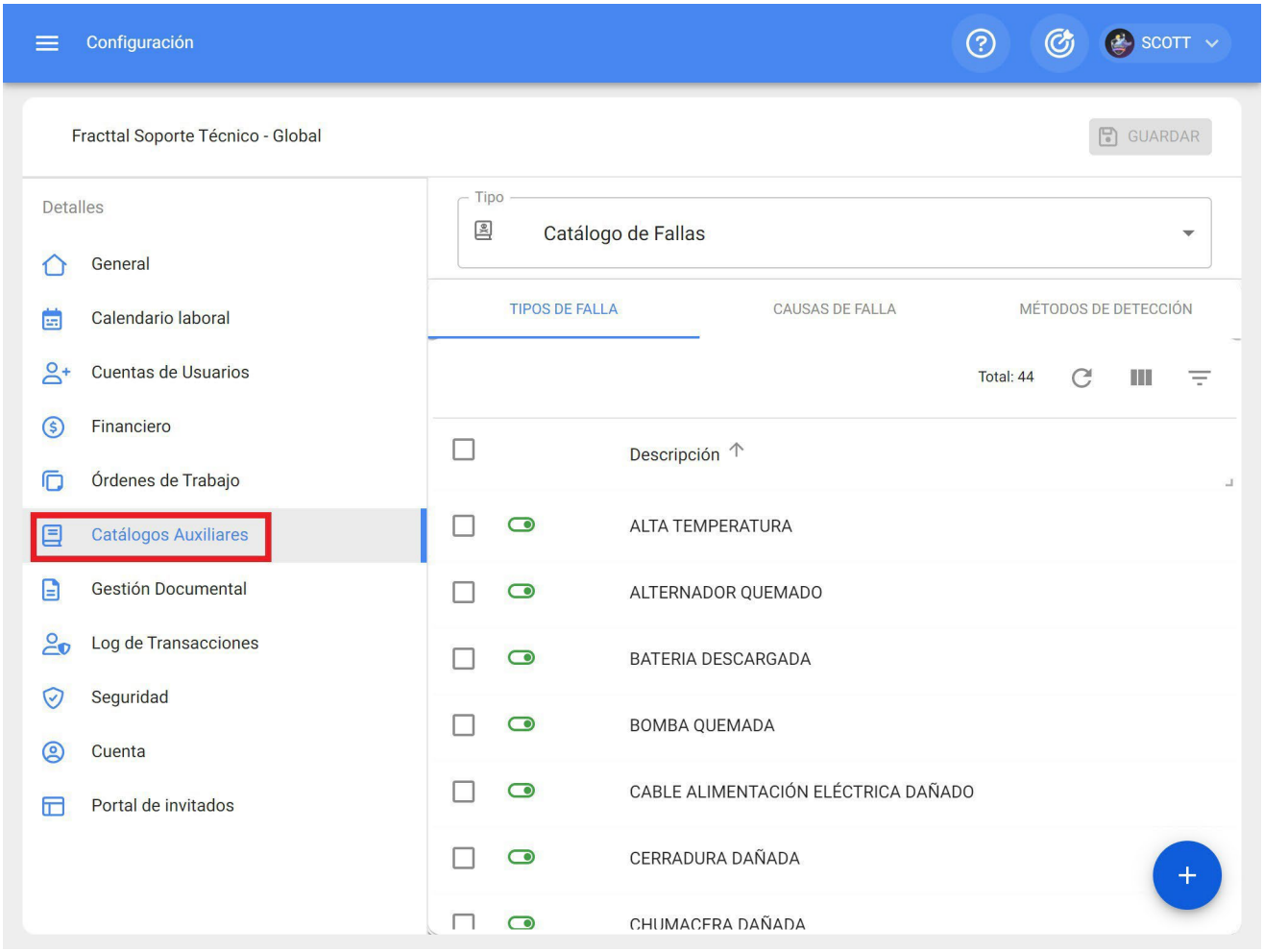
Fracttal teams

This functionality allows planners to have greater control over the allocation and distribution of work hours that are established as inhouse personnel resources aggregated within a work order (technical personnel).

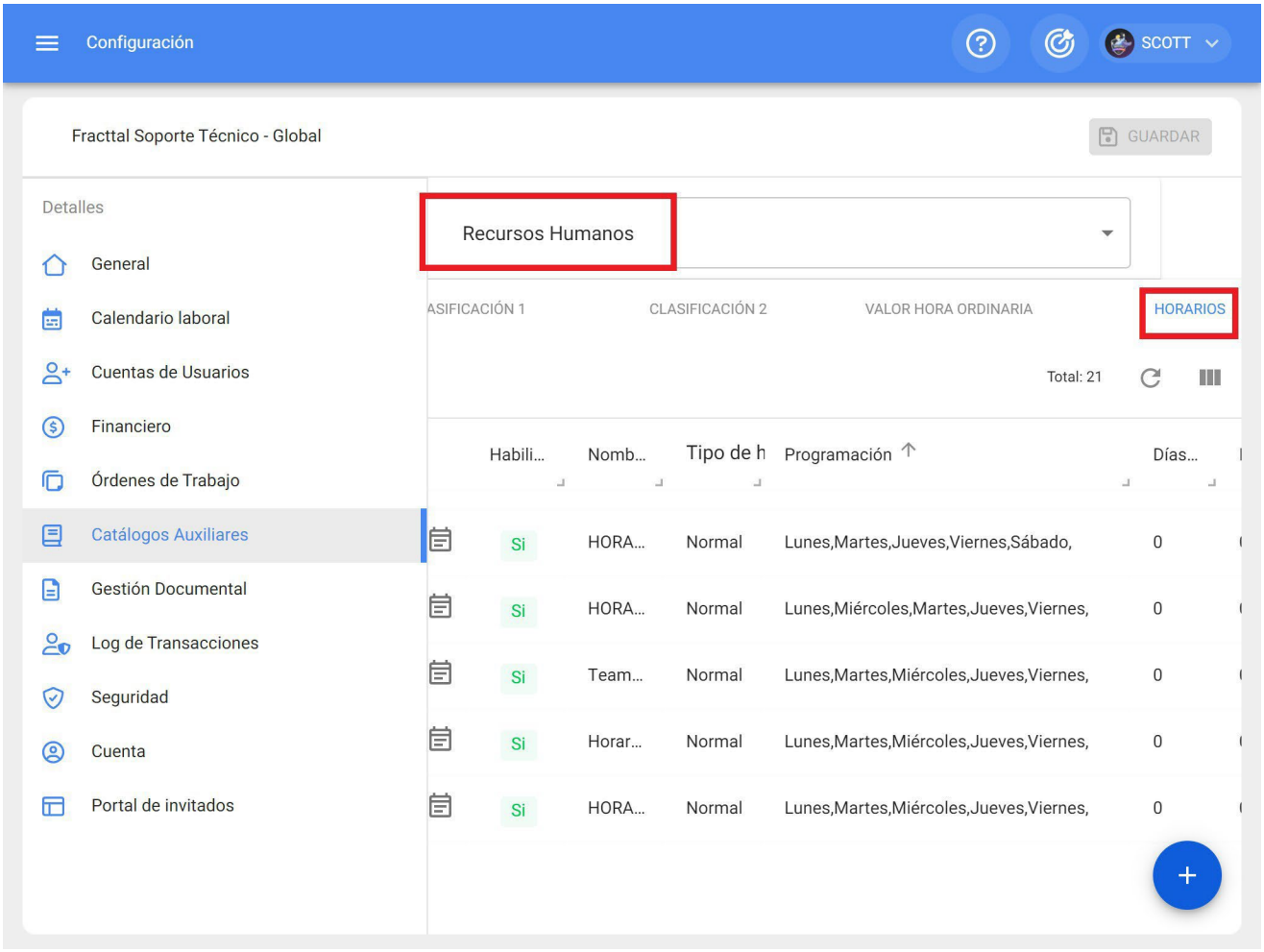


How to create and configure a team schedule?

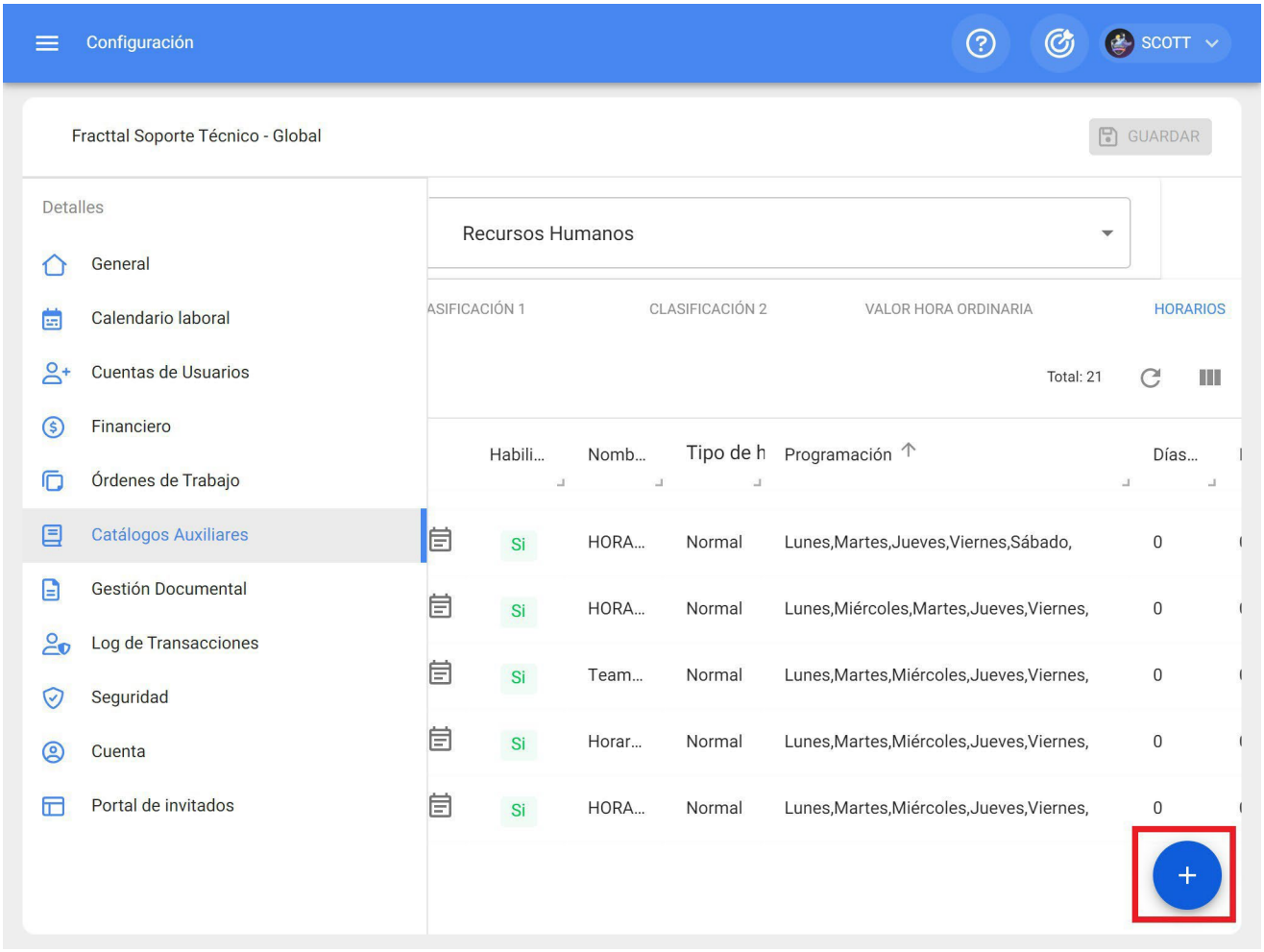
To start using Teams, the first thing to do is to create the schedules associated with this functionality. To do this, go to the Configuration-Auxiliary Catalogs module:



Then, select the "Inhouse personnel" option as the auxiliary catalog type and click on the "Schedule" tab.



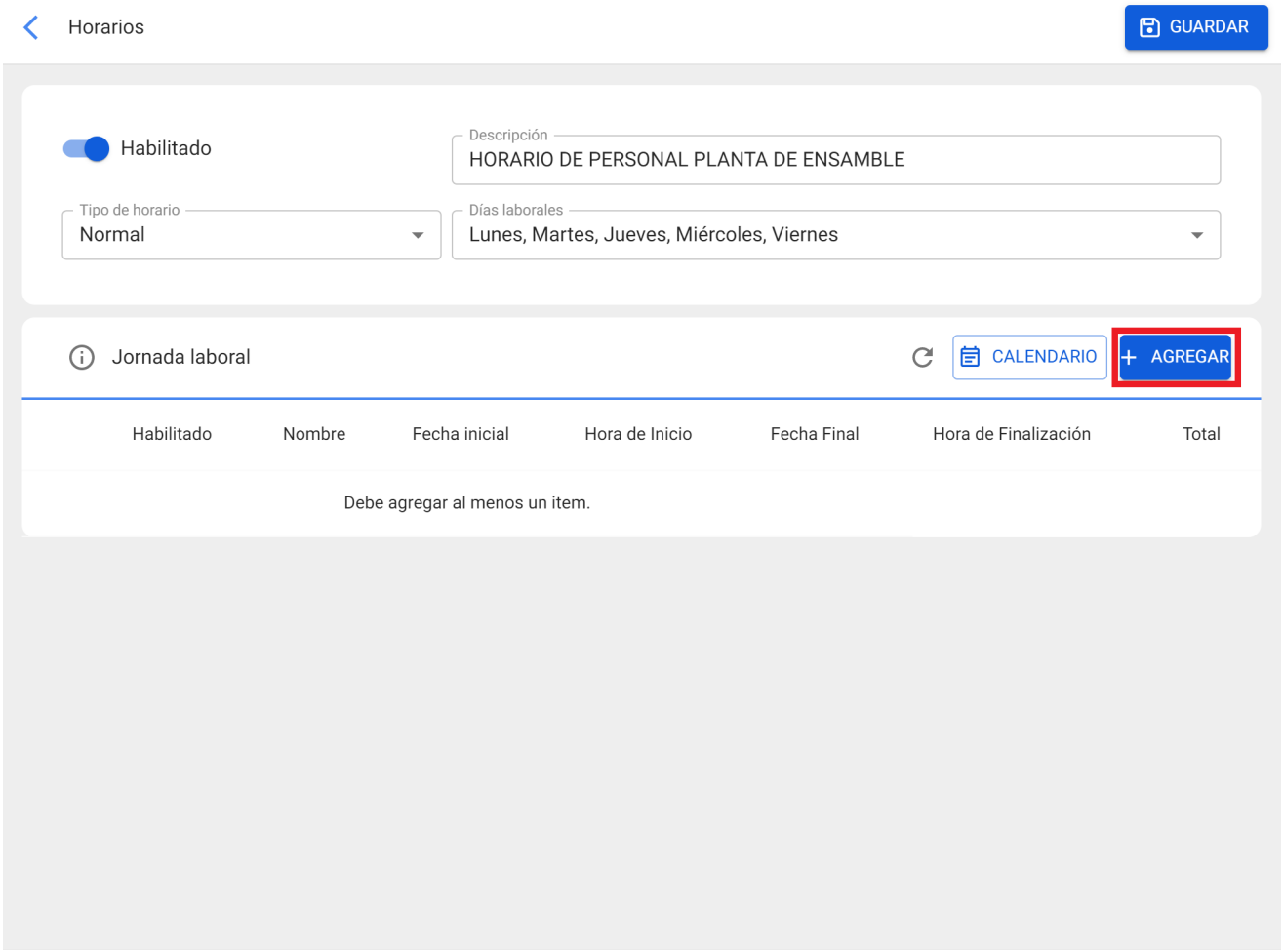
Afterwards, click on the add symbol to open a new window where the parameters of the timetable must be set.



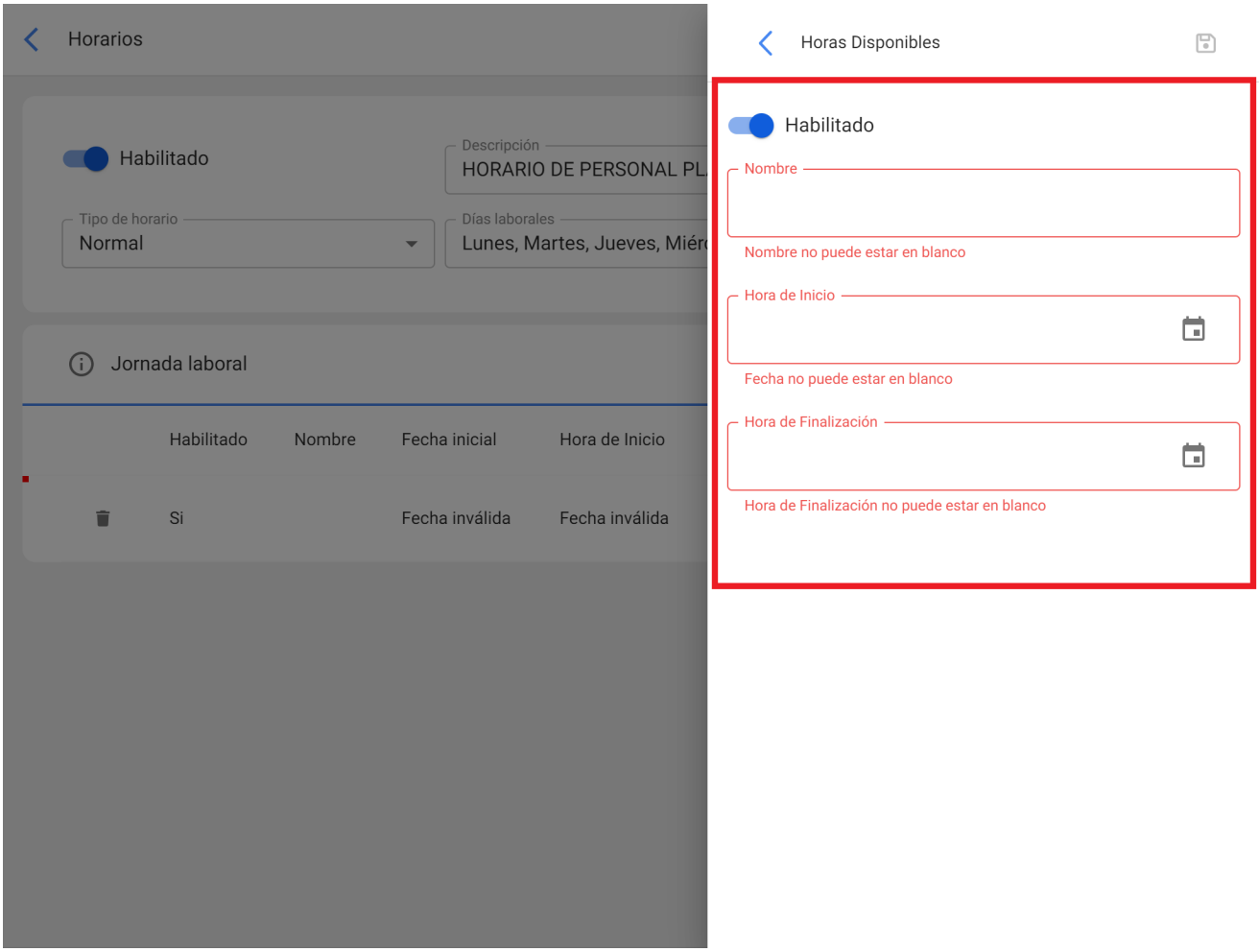
The configurable parameters for establishing a new schedule are described below:

- **Enabled:** Option to enable or disable the schedule in question.
- **Description:** Name to identify the schedule to be created.
- **Type of schedule:** Option to set the type of schedule (currently there is only one option).
- **Working days:** Option to choose the working days associated with the calendar.
- **Calendar:** Option to display in calendar format the time range set for the timetable.
- **Add:** Option to add the different blocks of hours associated with the timetable in question.

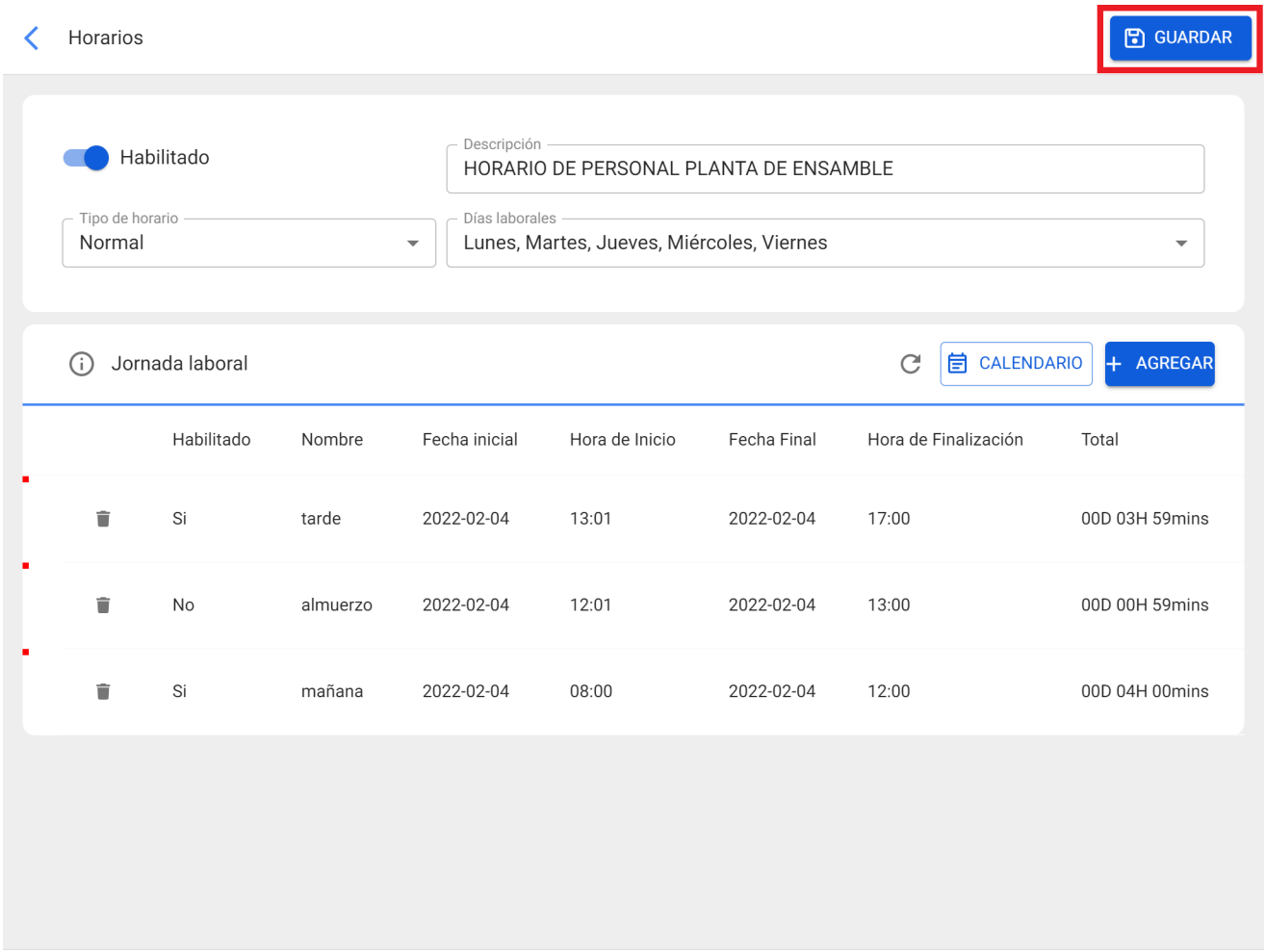
After completing the parameters for the schedule configuration, the associated blocks of hours must be added. To do so, just click on the add option:



Once clicked, a window will open where the name must be set, together with the start and end times of the block:



Finally, once the parameters and blocks of hours associated to the calendar have been added, just click on the save option.

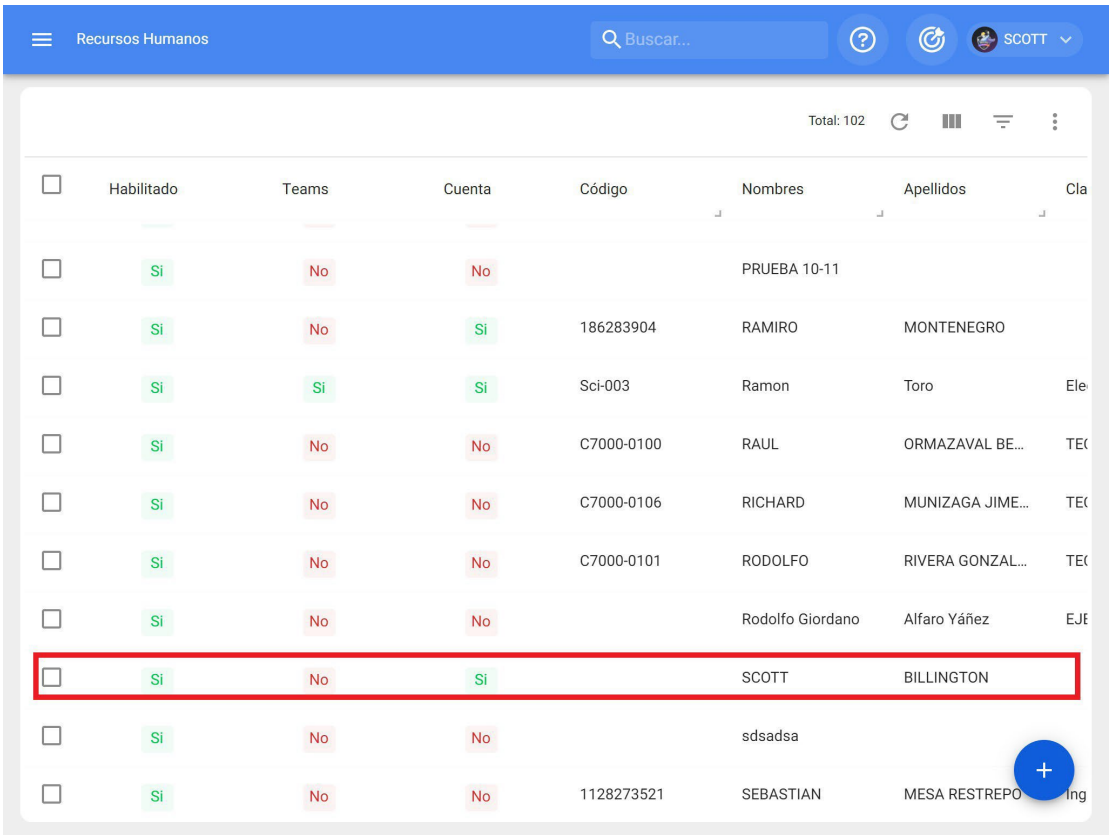


Note: This procedure for adding new team schedules can also be performed from the "Inhouse personnel-Teams" module in a similar way.

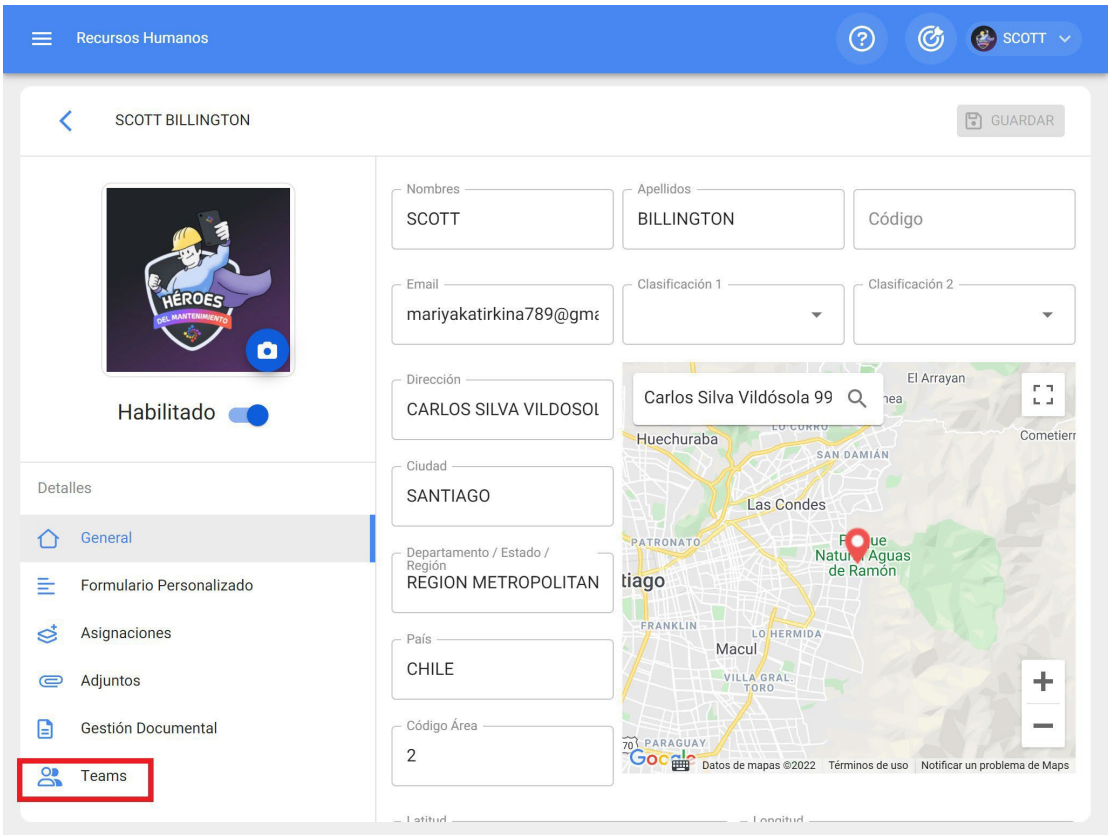
How to associate an inhouse personnel with a team schedule?

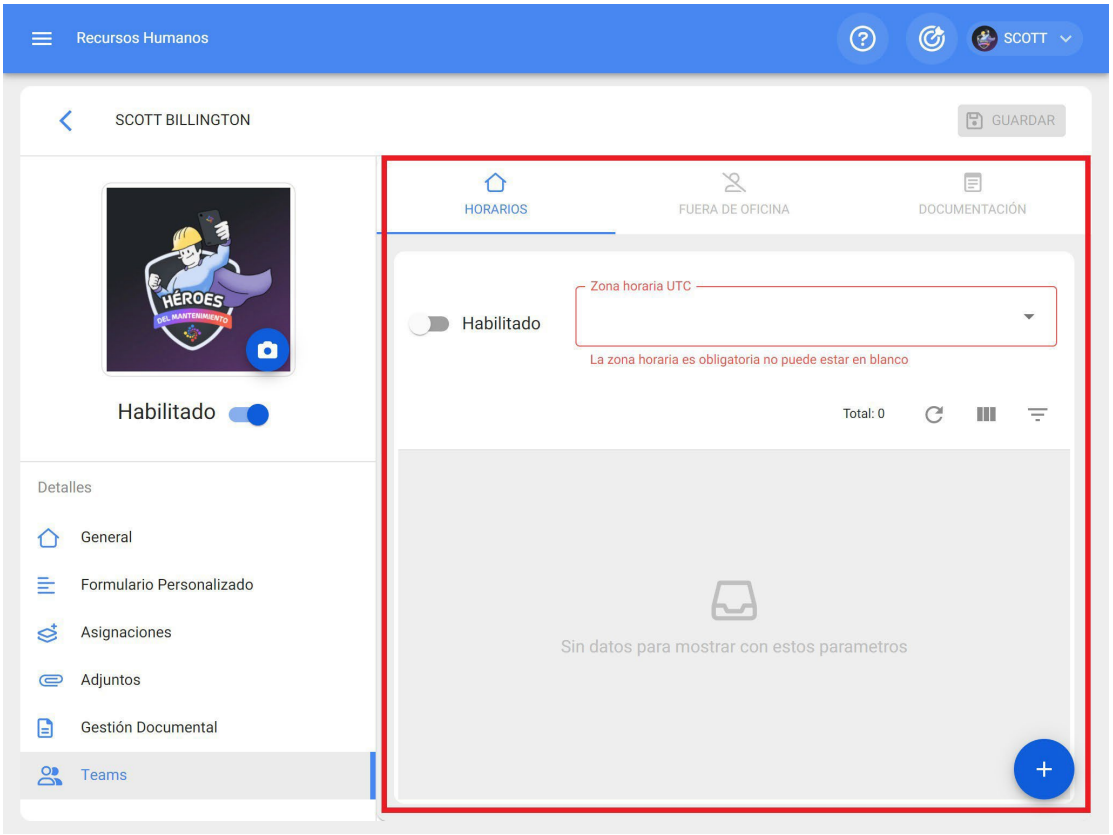
help.fracttal.com/en/articles/6008355-as-associating-a-human-resource-to-a-teams-schedule

Once the schedules associated with the teams function have been established, we only need to enter the "Catalogs-Inhouse personnel" module and select the profile of the person to whom we are going to link the teams function.



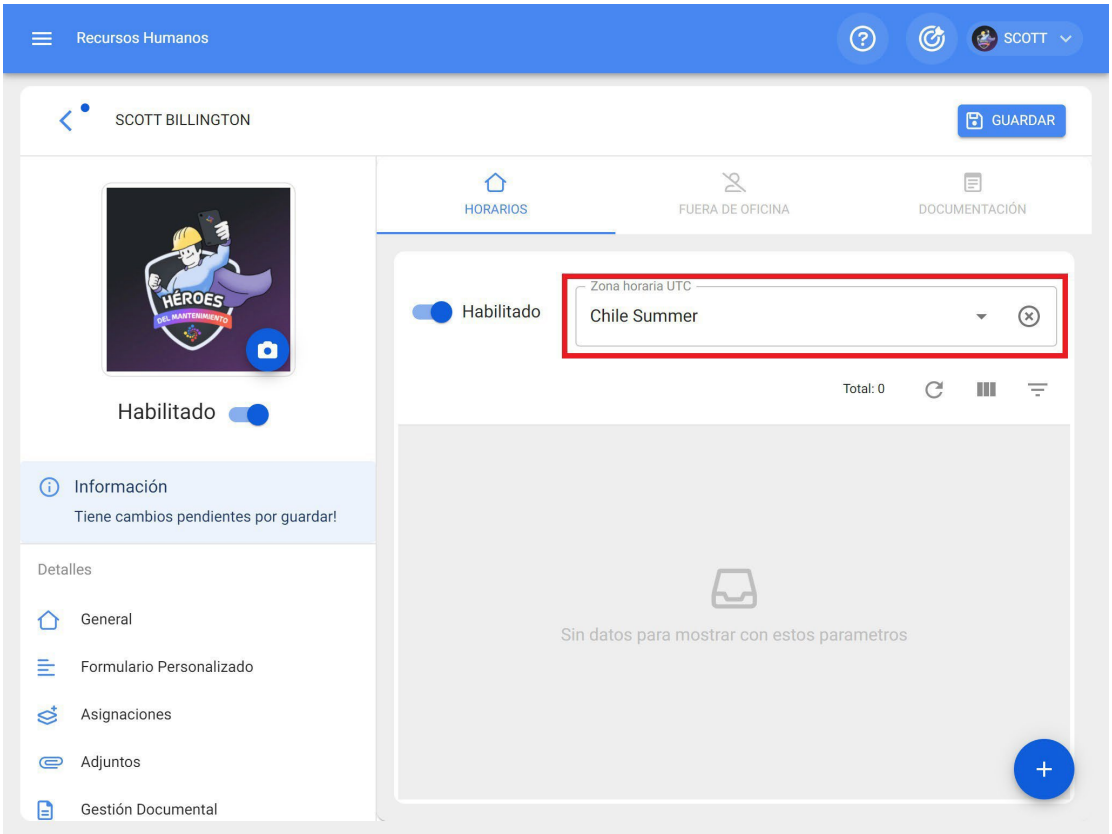
After entering the profile of the user in question, click on the "Teams" sub-module:



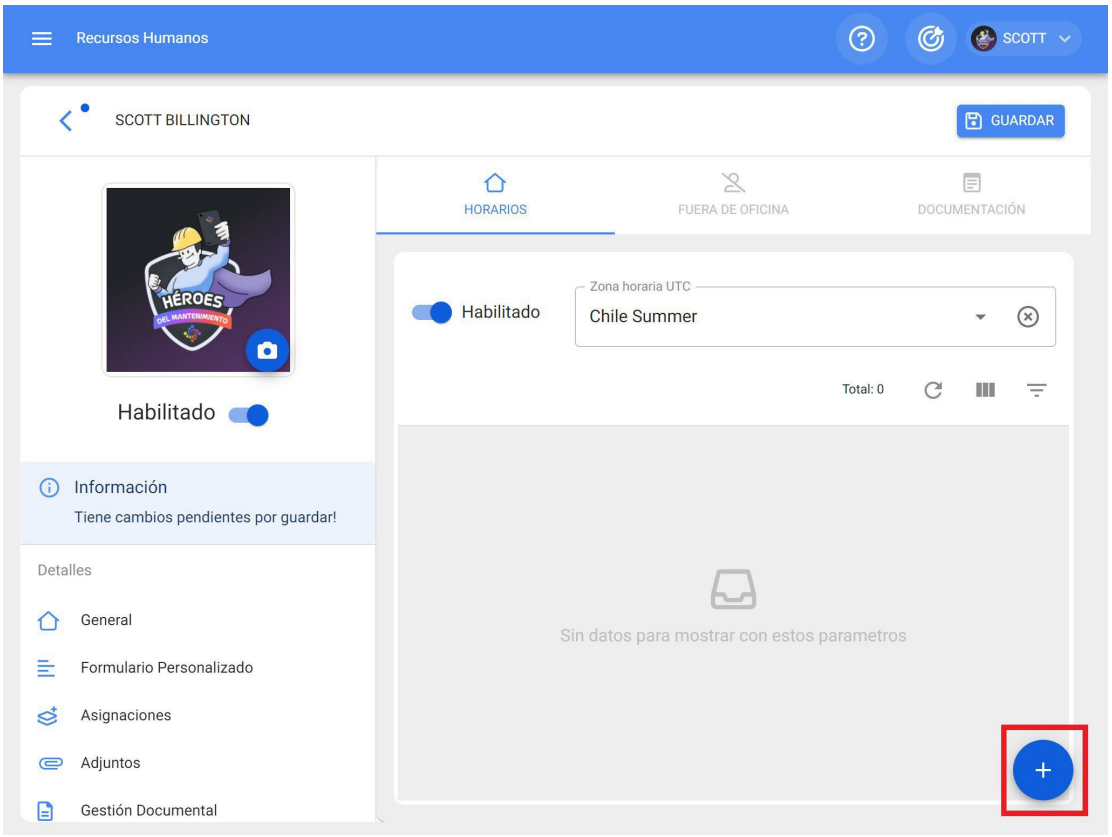


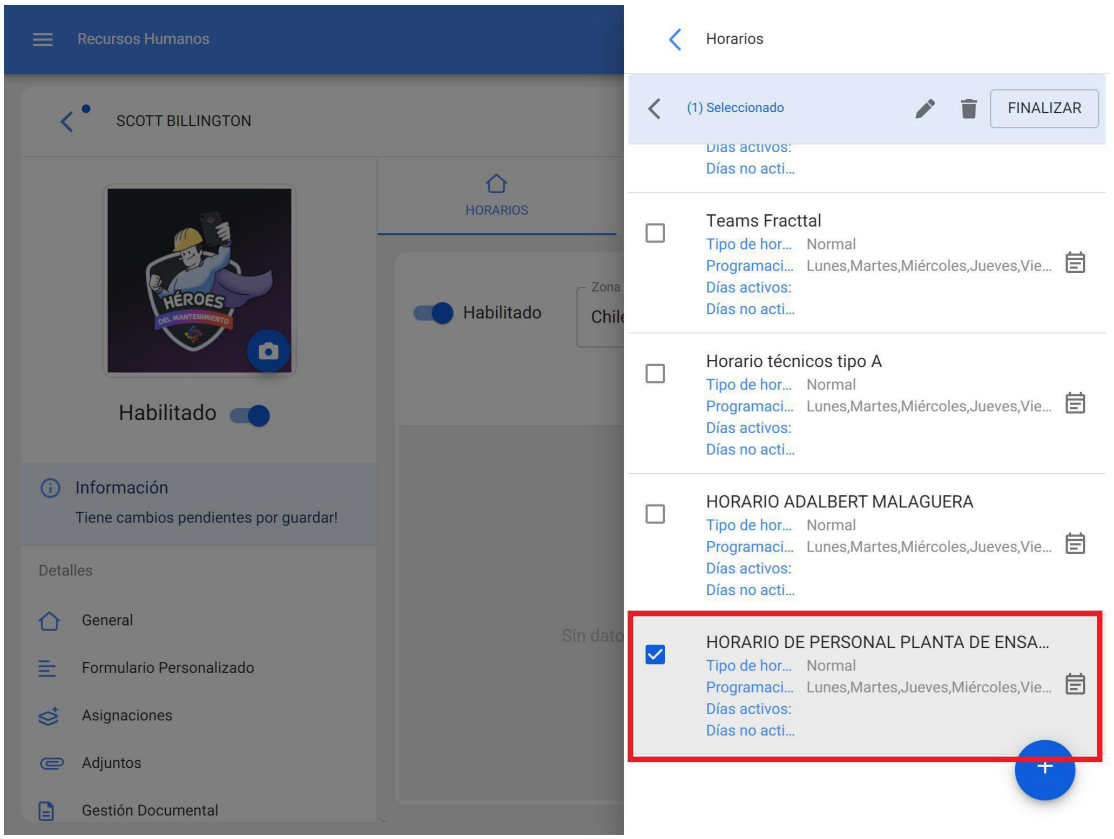
In this sub-module you will find the following options:

- **Schedules:** Option to set the time zone (according to the place where the person in question is located), together with the different team schedules that can be linked to the user's profile.
- **Out of Office:** Option where out of office hours can be established for the unavailability and blocking of schedules associated with human resources.
- **Documents:** Option where restrictions or unavailability may be added according to the validity of the documentation associated with the human resource.

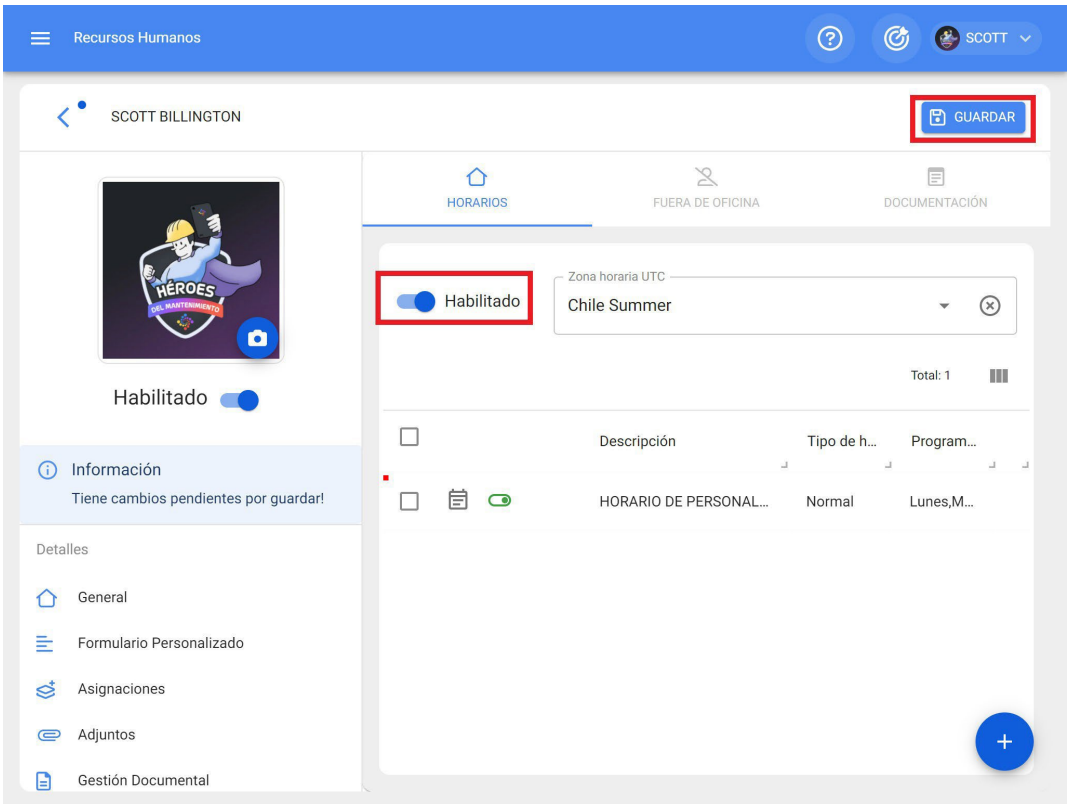


After the time zone of the inhouse personnel profile has been set and saved, the associated team schedule must be selected. To do this, click on the add option and then select the corresponding schedule.





Finally, just click on save and verify that the teams schedule is enabled.

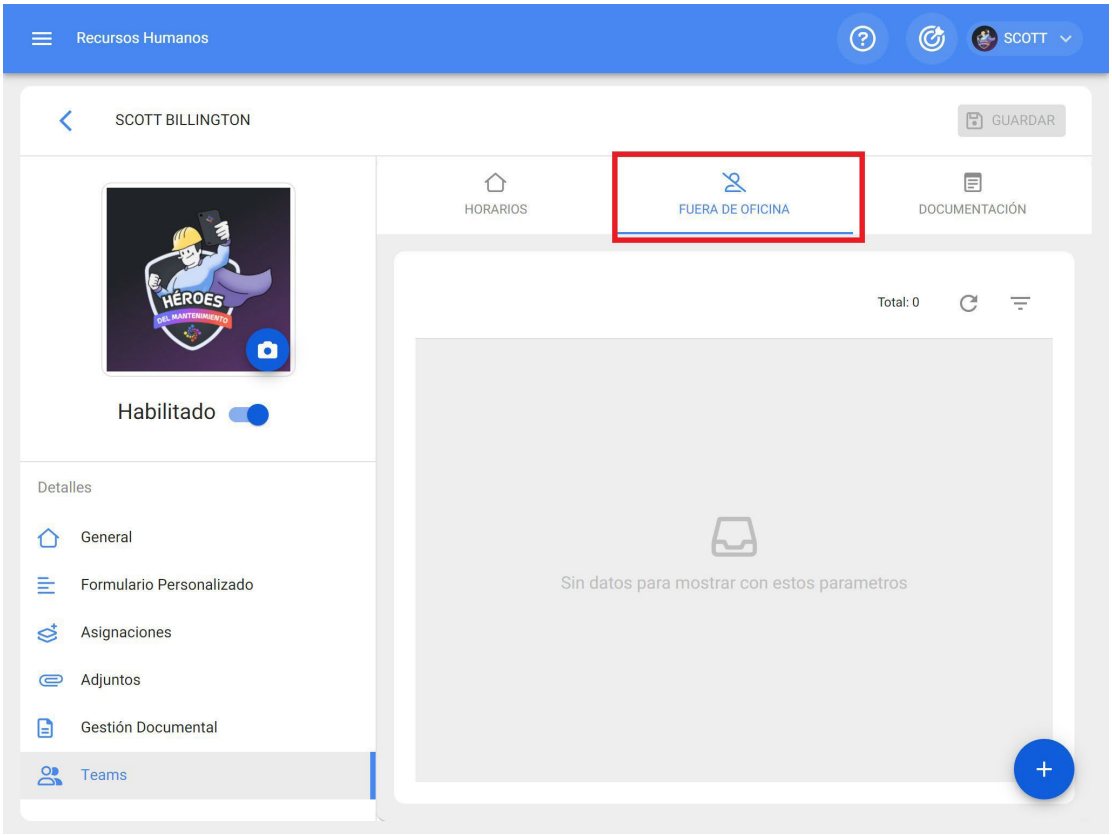

Recursos Humanos
SCOTT
SCOTT BILLINGTON
GUARDAR
HÉROES
DEL MANTENIMIENTO
Habilitado
Información
Tiene cambios pendientes por guardar!
Detalles
General
Formulario Personalizado
Asignaciones
Adjuntos
Gestión Documental
HORARIOS
FUERA DE OFICINA
DOCUMENTACIÓN
Habilitado
Zona horaria UTC
Chile Summer
Total: 1
Descripción
Tipo de h...
Program...
HORARIO DE PERSONAL...
Normal
Lunes,M...

What is out-of-office and how to add it?

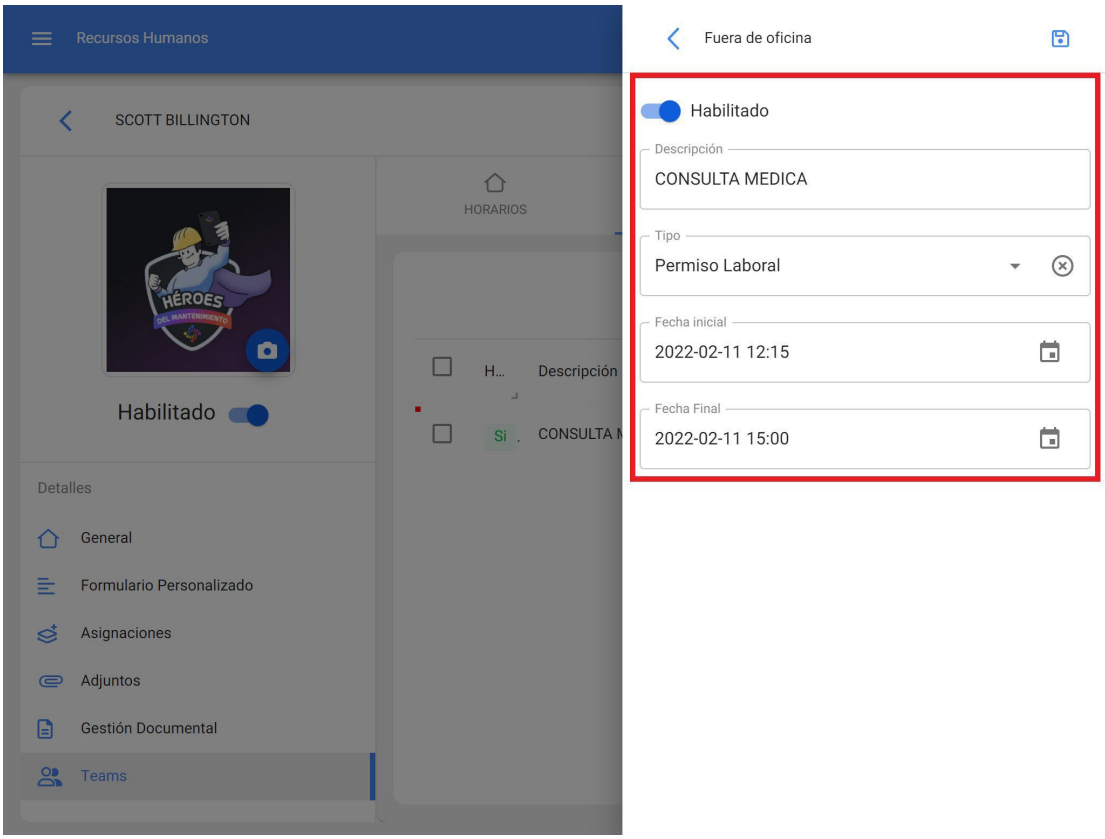
help.fracttal.com/en/articles/6008365-what-is-outside-office-and-how-to-add-it

The out-of-office is a space or block of time, where the inhouse personnel will not be available to be assigned as a human resource within a task. For example, the out of office can be implemented to assign work leaves, vacations, medical appointments, among others.

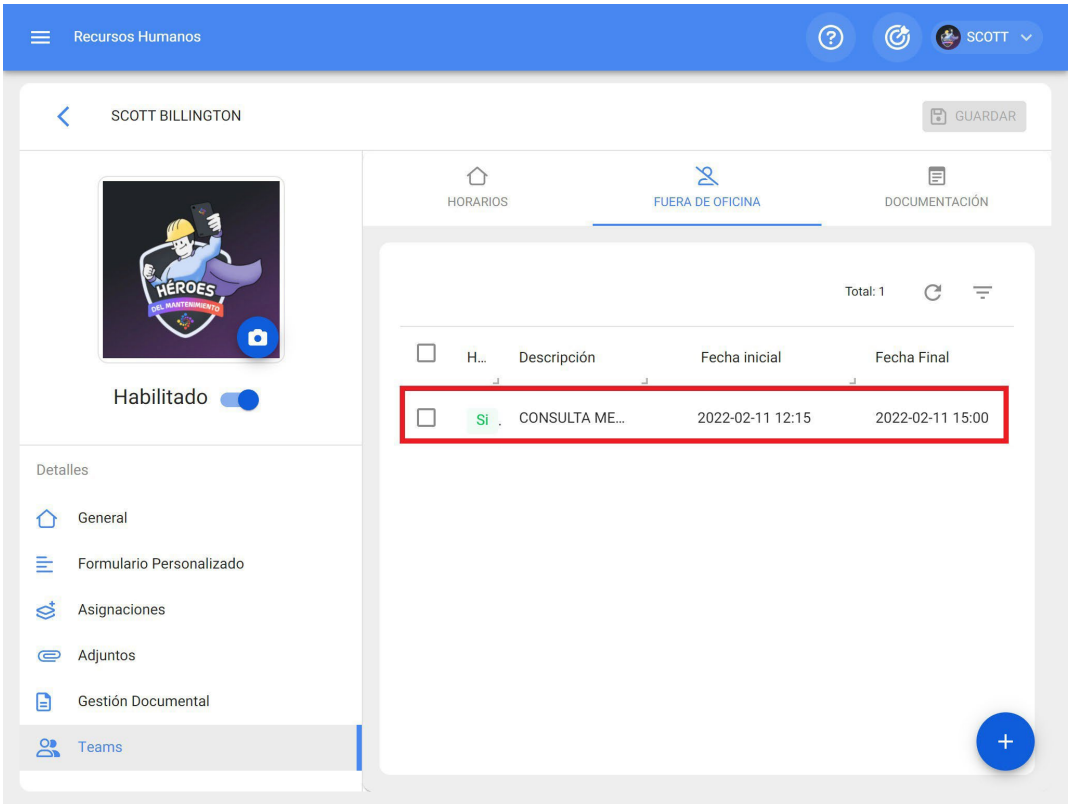
In order to add an out-of-office employee, you must enter the teams sub-module found in the inhouse personnel profile of the user in question (this user profile must be previously associated with a teams schedule).



Then, click on the add option to open a new window where you can add the description, type and dates associated with the out-of-office you wish to add.



Finally, clicking on save will set the off-duty hours for the person in question.

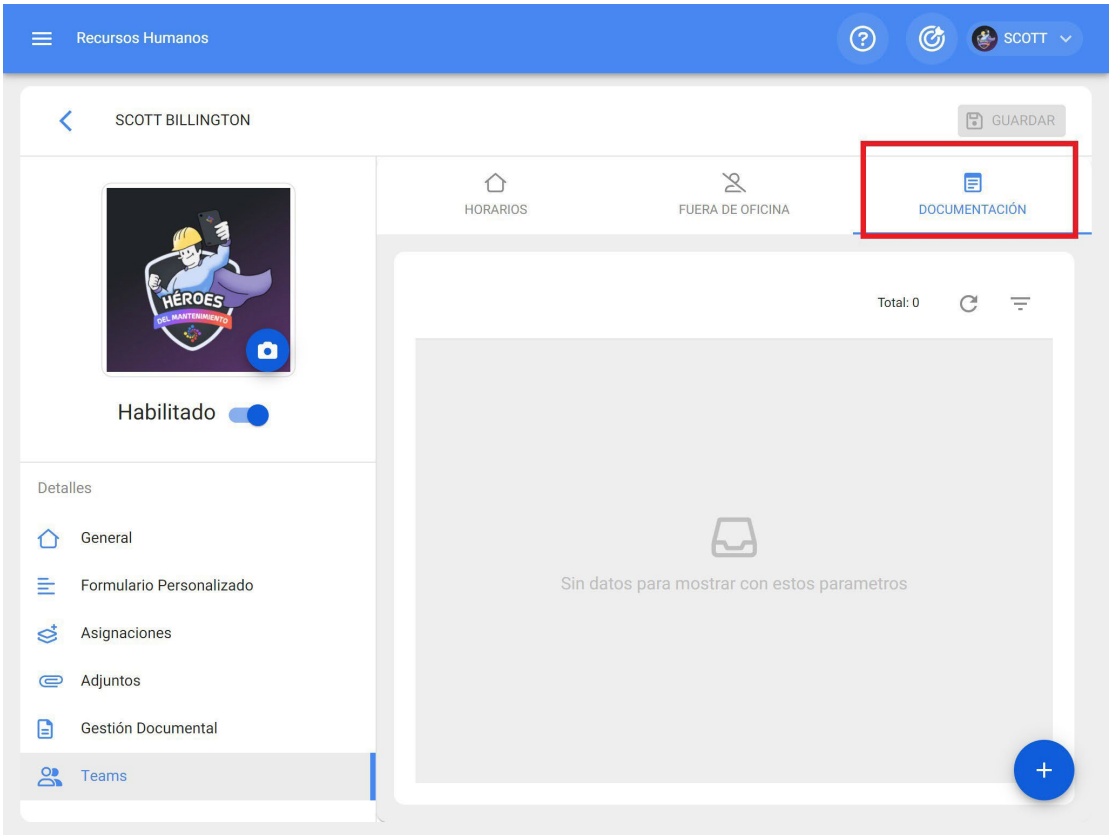


What is teams documentation and how to add it?

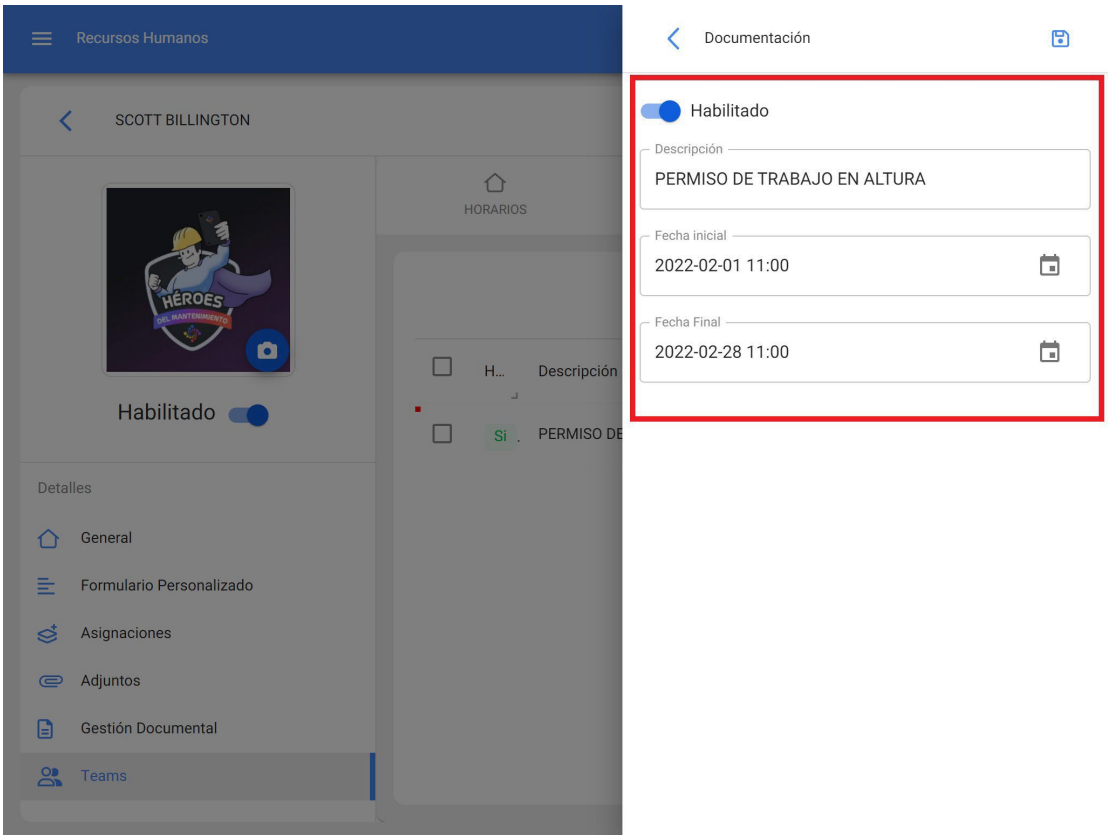
help.fracttal.com/en/articles/6008367-what-is-the-teams-documentation-and-how-to-add-it

Unlike the document management of other modules, teams' documentation generates restrictions at the time of performing activities, so that if a human resource has an expired document, he/she will not be able to perform the task until this document is renewed. For example, it can be used for documentations that are restrictive for the execution of certain activities.

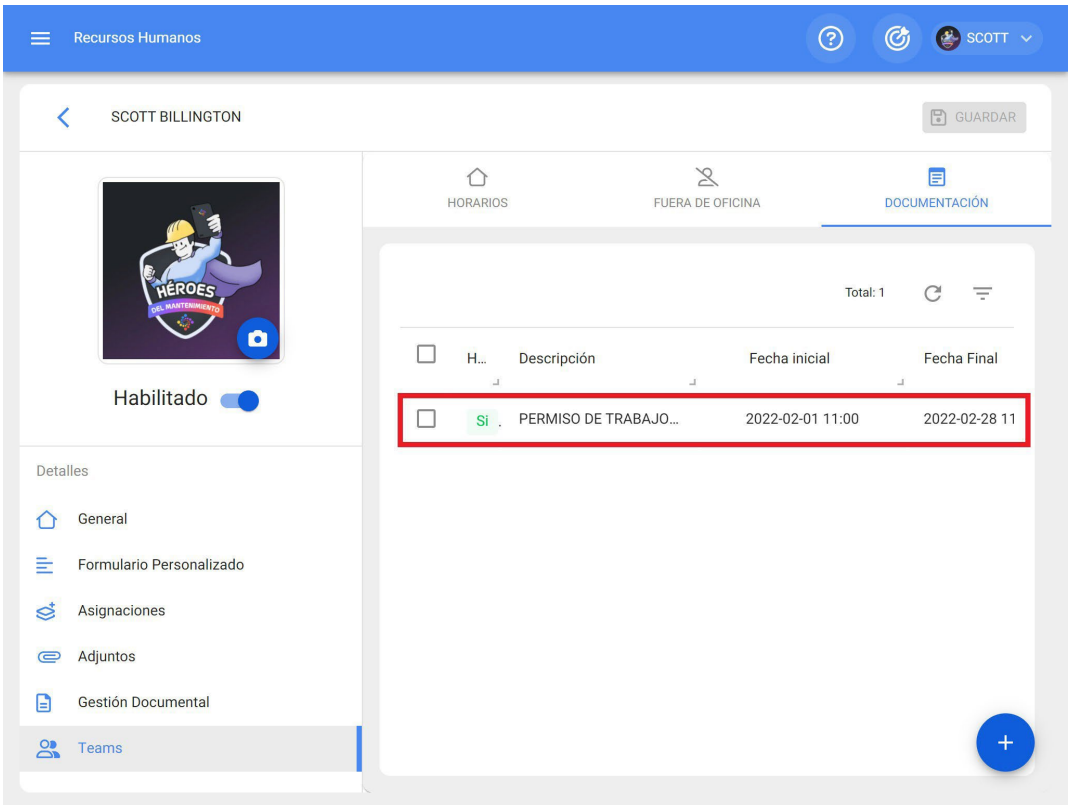
In order to add documentation in teams, you must enter the "Documentation" sub-module found in the inhouse personnel profile of the user in question (this user profile must be previously associated with a teams schedule).



Then, click on the add option to open a new window where you can add the description and date range associated to the documentation you wish to add.



Finally, when you click on save, the documentation associated with the person in question will be established.

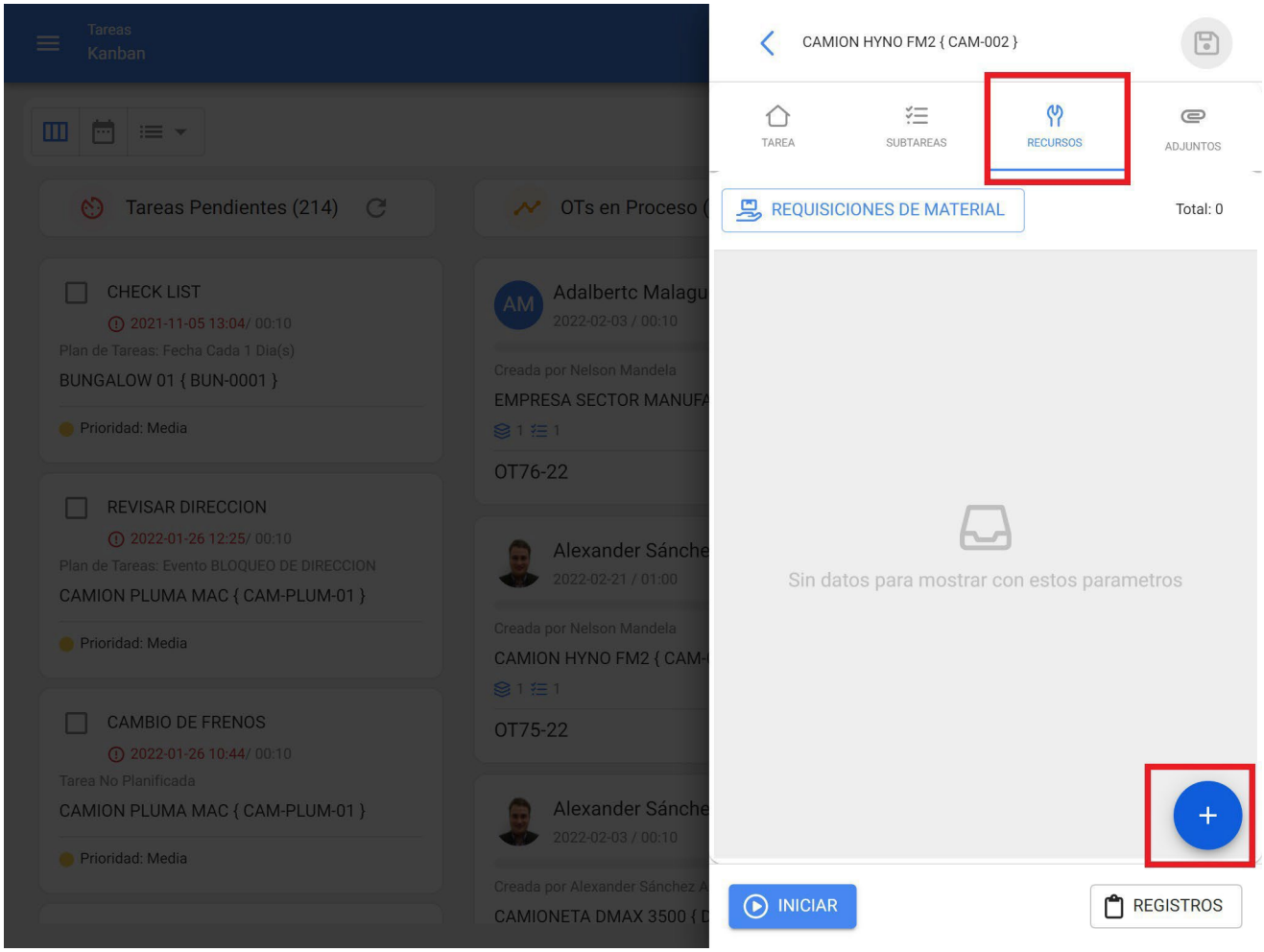


How to assign or link inhouse personnel to a task by means of teams?

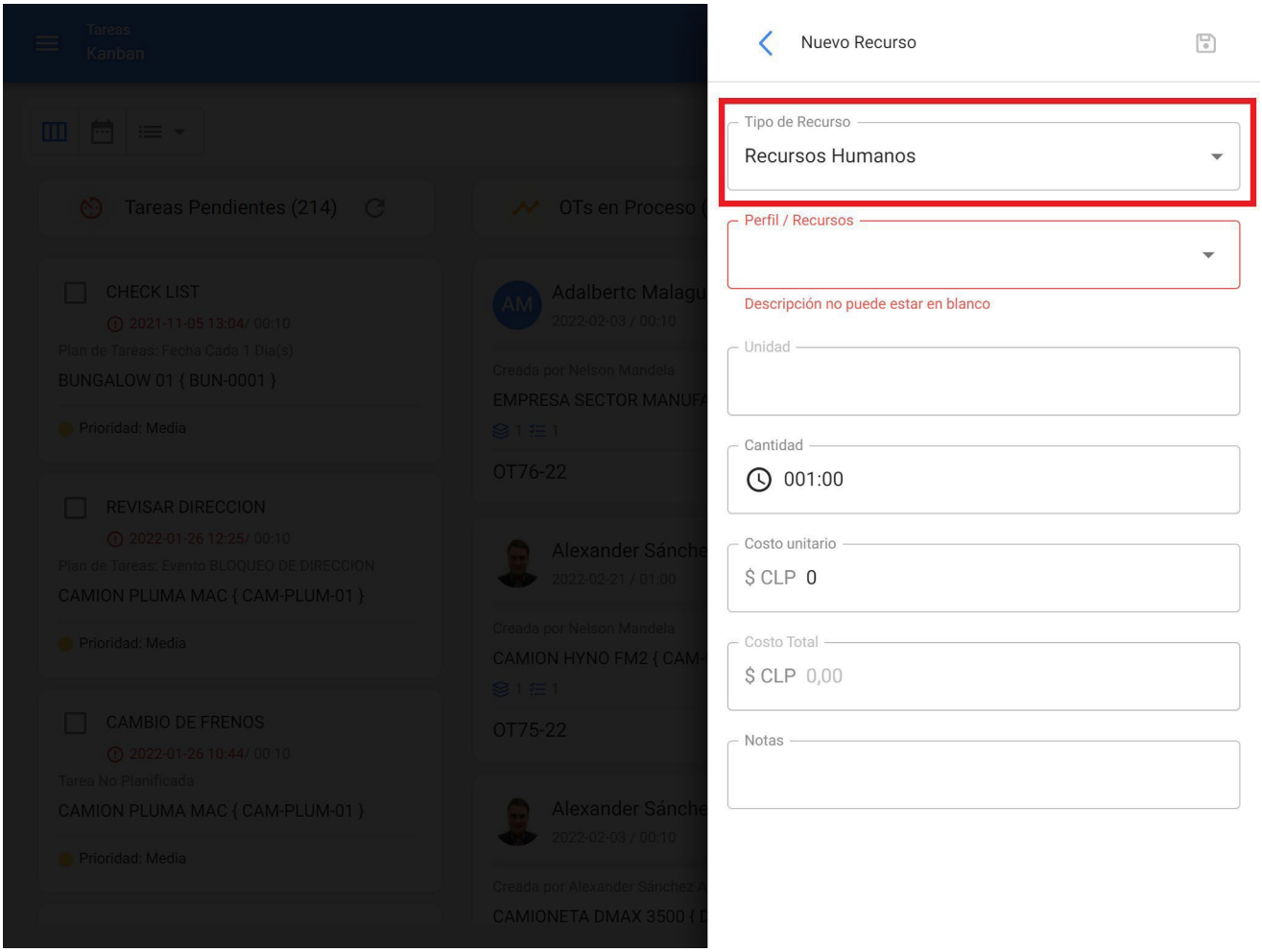
help.fracttal.com/en/articles/6008368-how-to-assign-or-link-an-inhouse-person-to-a-task-through-teams

Once the Teams schedules have been triggered and linked to the inhouse personnel user profiles, the only thing left to do is to assign them as resources to a task.

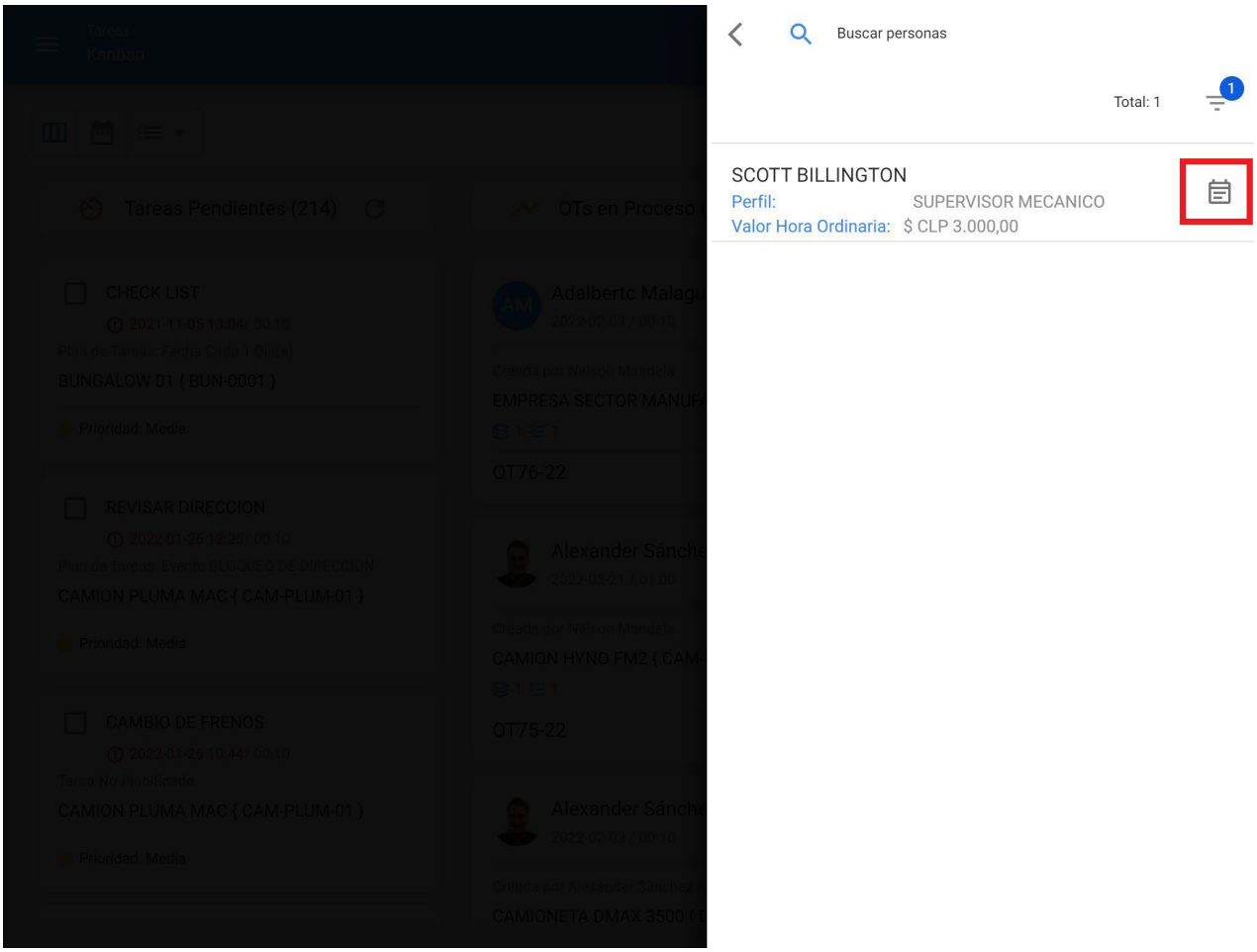
To do so, once a WO (both planned and unplanned) has been generated, we only need to go to the resources sub-module and click on the add option.



Then, a window will open to configure the resource we want to add. In this case, we must select "Inhouse personnel" as the resource type.



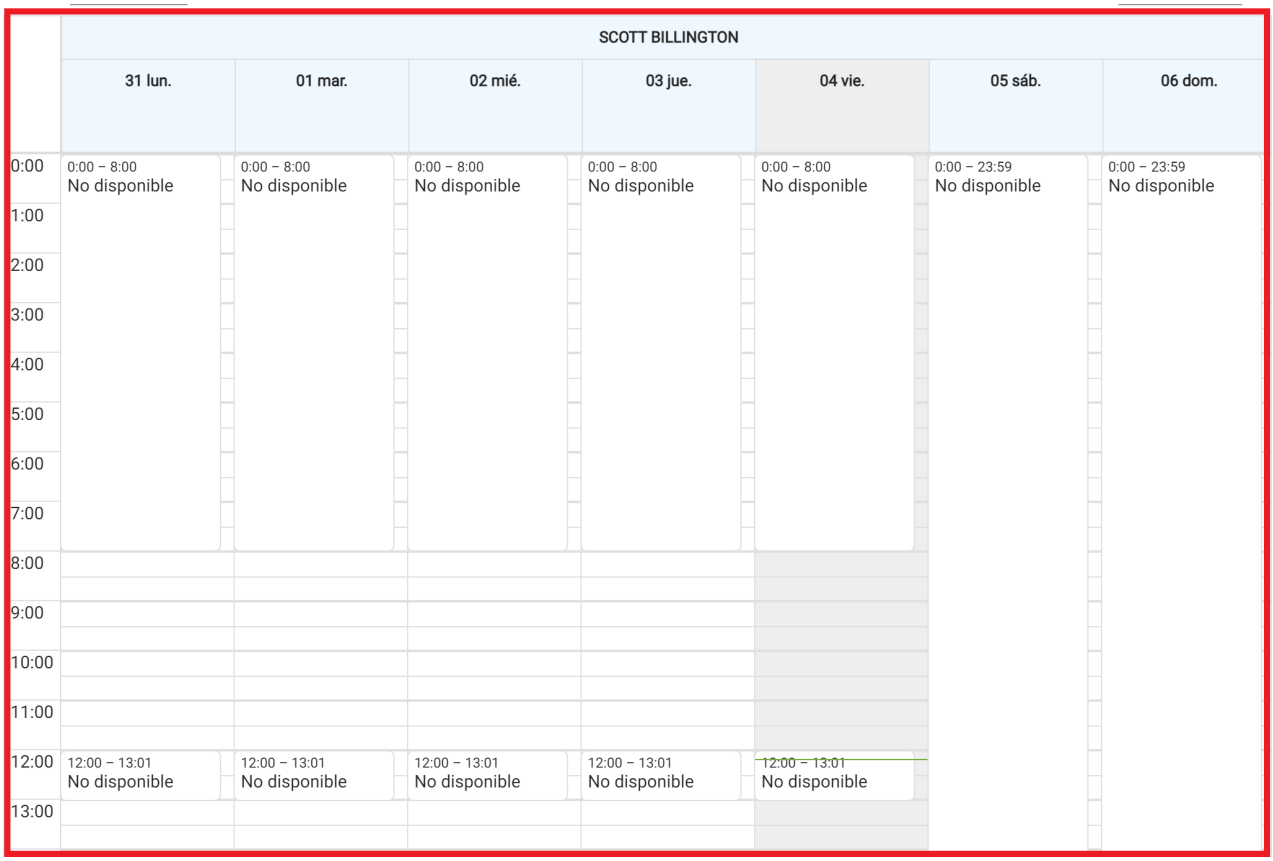
Subsequently, we must select the profile and specific name of the user we want to add as a resource. Here we will notice that inhouse personnel with a linked teams schedule will have an option to preview their schedules in calendar format.

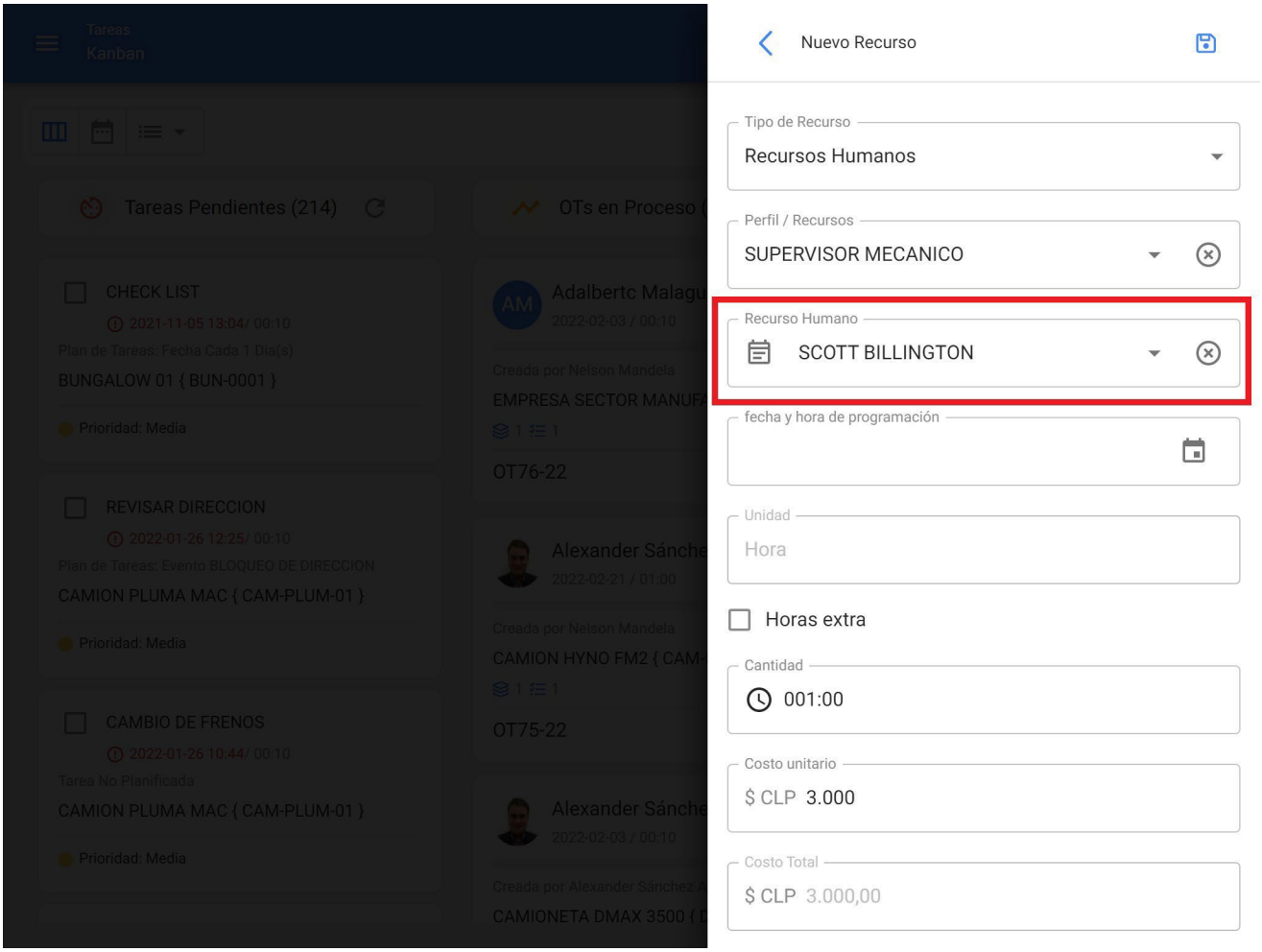

Buscar personas
Total: 1
1
SCOTT BILLINGTON
Perfil: SUPERVISOR MECANICO
Valor Hora Ordinaria: $ CLP 3.000,00

Agenda de disponibilidad

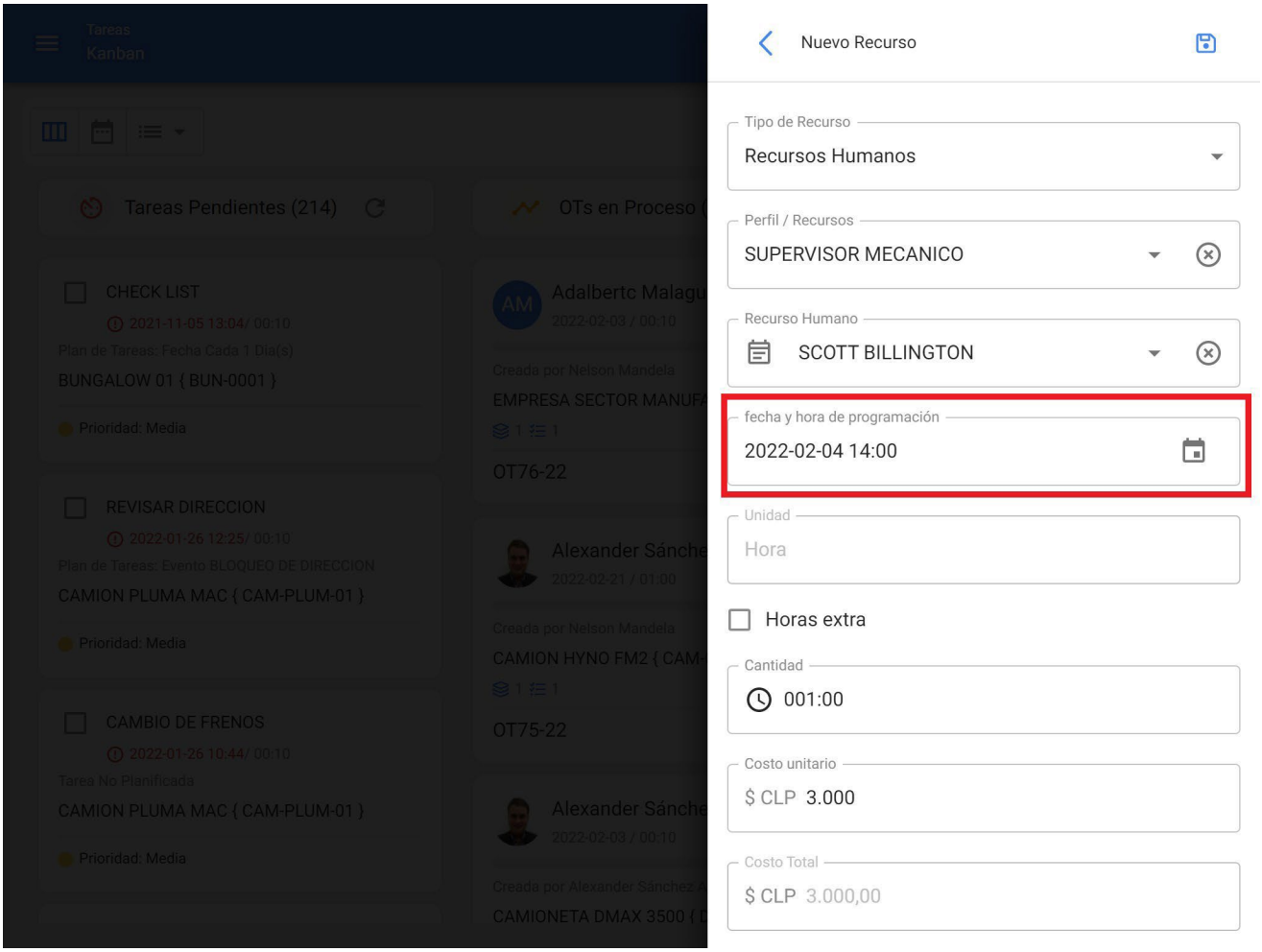
2022 Ene

Semana

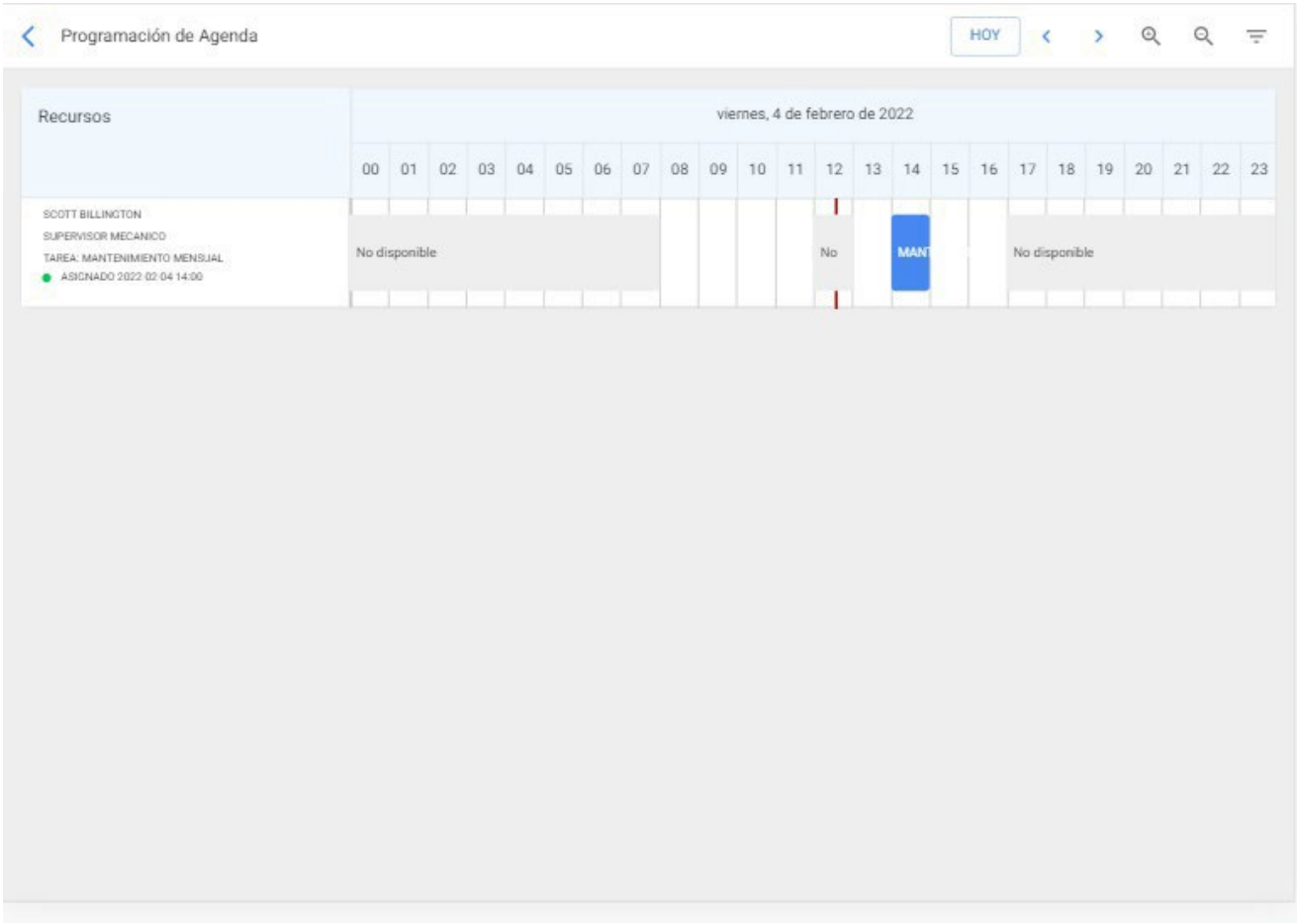




After having selected the human resource, the actual date and time at which he/she will execute the activity must be established.



Finally, after adding the rest of the parameters and clicking on the save option, an option will be enabled to view in calendar format the activity programmed for the inhouse personnel according to the date and time established.

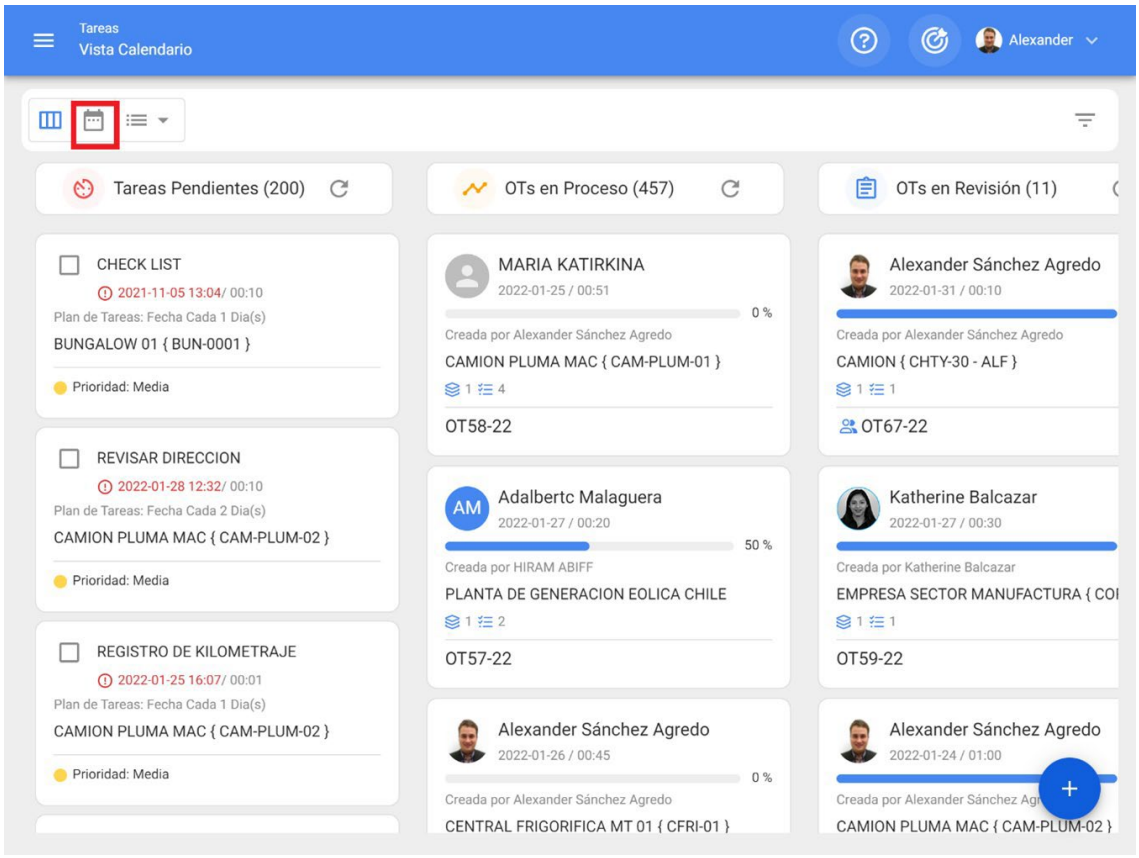


Note: Please note that the assignment and visualization of schedules in teams only applies to users who are added as resources to the work management.
Excluding in this way those responsible for the WO (in case the person responsible for the WO is the executor of the task, he/she must be added as inhouse personnel to the task in question).

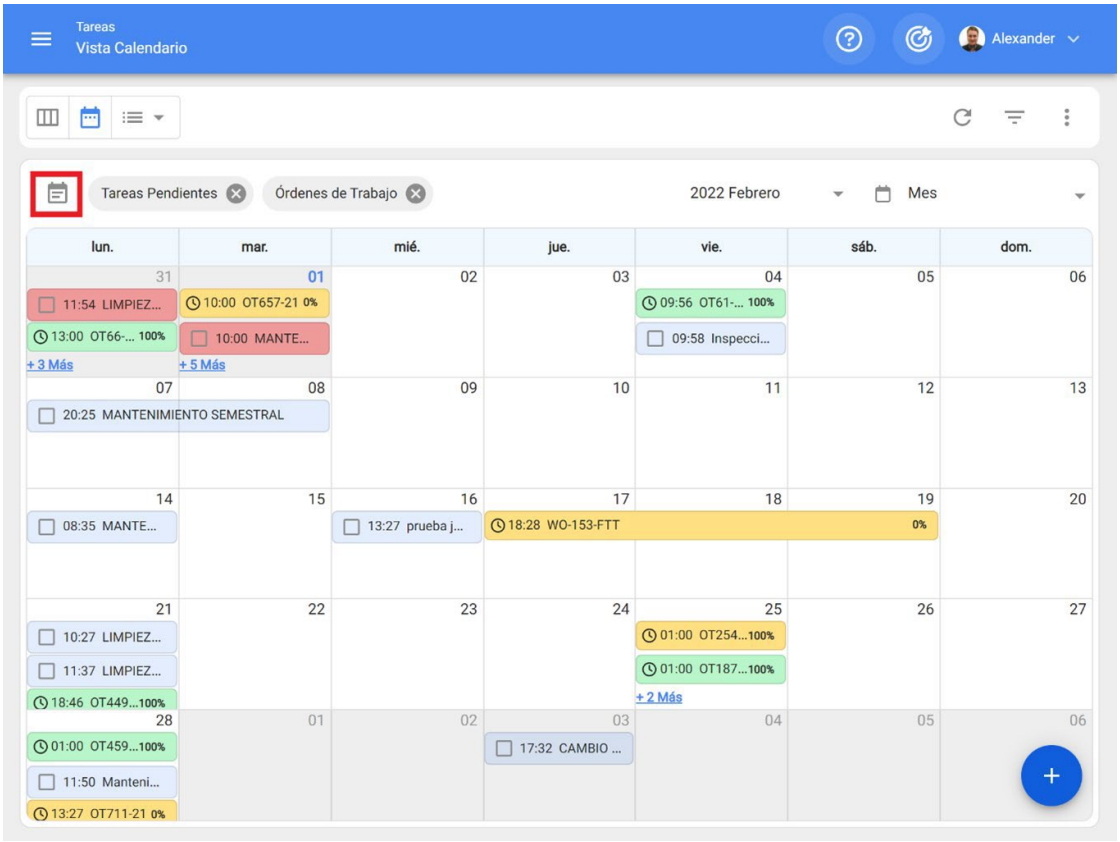
How to visualize in a calendar all the work management tasks scheduled in teams?

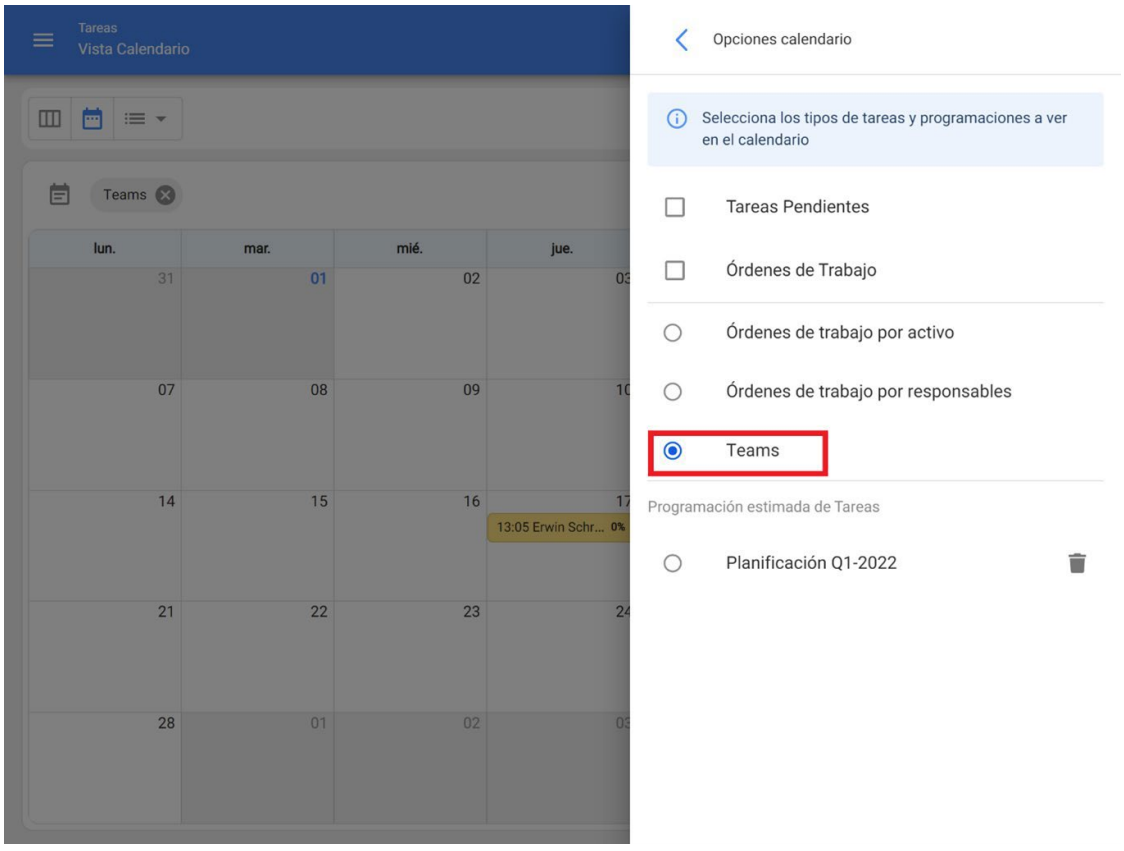
help.fracttal.com/en/articles/6008369-how-to-display-on-a-calendar-all-scheduled-work-management-in-teams

A very useful option in the platform is to globally view a calendar with all the activities that have been associated with the teams function. To do this, we only need to enter the TOs calendar view.

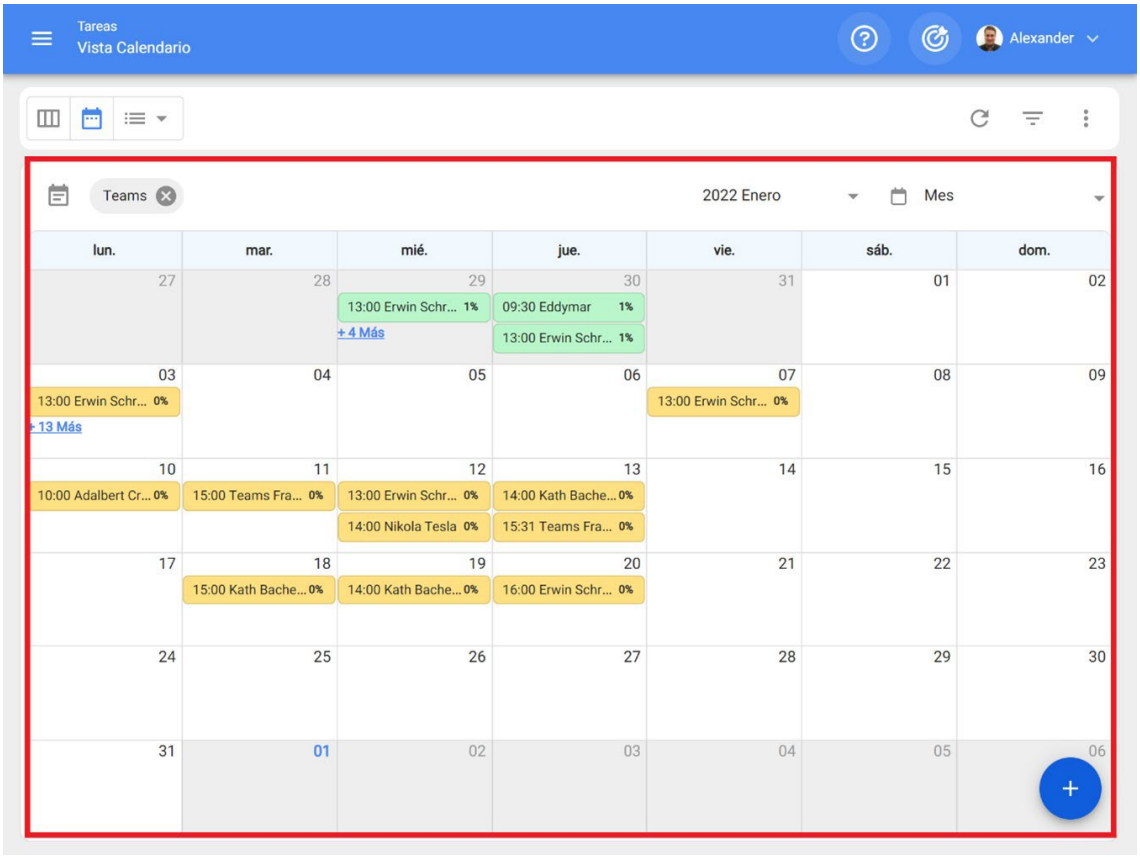


Then, select the calendar options and enable the display of teams' schedules.





Once you have selected this option, you will finally be able to view all the activities that have been programmed by teams.



Note: If necessary, you can further customize the calendar display by using the platform's filters.

How does Predictto work? | Fracttal One

help.fracttal.com/en/articles/6065426-as-it-works-predictto

This guide was developed to help you use and understand **Predictto**, **Fracttal**'s predictive maintenance tool. It is divided into two main parts: first, we explain the basics of predictive analytics, and the different models you can calculate with **Predictto**; and then, we show you how to navigate through the **Predictto** website and use the tools it has available for you.

Predictive Analytics and Forecasting

At Predictto we want to help you make the best decisions for your maintenance management system. For this, we use advanced analytics to create predictive models and deliver forecasts regarding the future state of your assets. Our algorithms use Machine Learning in combination with statistical models to provide you with a complete, mathematically based, yet simple to understand forecast, so you can make informed decisions regarding your asset maintenance plans.

Reliability models

First, it is necessary to clarify what reliability is: also called survival probability, reliability estimates the probability of an asset to work without failure from the beginning of its operation until a certain point in time. Reliability is decreasing in time, as the asset reaches the end of its useful life.

Reliability models describe the behavior of systems, and are built using mathematical and statistical tools to show, explain and predict the ability of such systems to operate without failure over time.

Predictto recommends using reliability models for those assets that are more susceptible to failures, and that do not have continuous monitoring. This is because reliability models use failure records (obtained from the asset's work order history) as training data.

Degradation models

In simple terms, degradation models allow estimating how the state of an asset evolves over time by analyzing relevant physical and/or chemical variables measured over time. Using Machine Learning and analytics

In this advanced stage we can predict the values of these variables in the future, and make a prognosis of the equipment's condition.

In Predictto, we use an algorithm that allows us to establish a probabilistic model of the behavior of one or more variables over time, using measurements of these variables as training data. With this algorithm it is possible to estimate the behavior of the variables in the future, and thus make forecasts of the state of the asset over time. These forecasts have a degree of reliability associated with them, since they are based on a mathematically based analysis. Therefore, we do not make a blind prediction, but we deliver a reliable forecast.

It is important to mention that if you want to perform this type of analysis you need to have monitoring data, either from meters connected to Fracttal, or from other external meters integrated to your Predictto account.

What can I find in Predictto?

help.fracttal.com/en/articles/6065436-what-can-I-find-at-predictto

Predictive models

In this section you can find all the predictive models calculated for different devices. The name of the data grouping (assigned by the user), the type of analysis used in the model, the date of creation or calculation of the model, and the start and end dates of the data considered, as well as the amount of data used are indicated.
By clicking on the VIEW DIAGNOSTICS button, you will enter the *Diagnostics* page of your model, where detailed information of the predictive model will be displayed. For more information regarding this section, please review the **predictive models** section.

DataLab

In this section you can perform tests, uploading files with measurements of some monitored variable over a period of time, or failure records. This data can be associated to a new asset or to an existing one, allowing you to calculate predictive models with data uploaded by you through ***ModelLab*.**

ModelLab

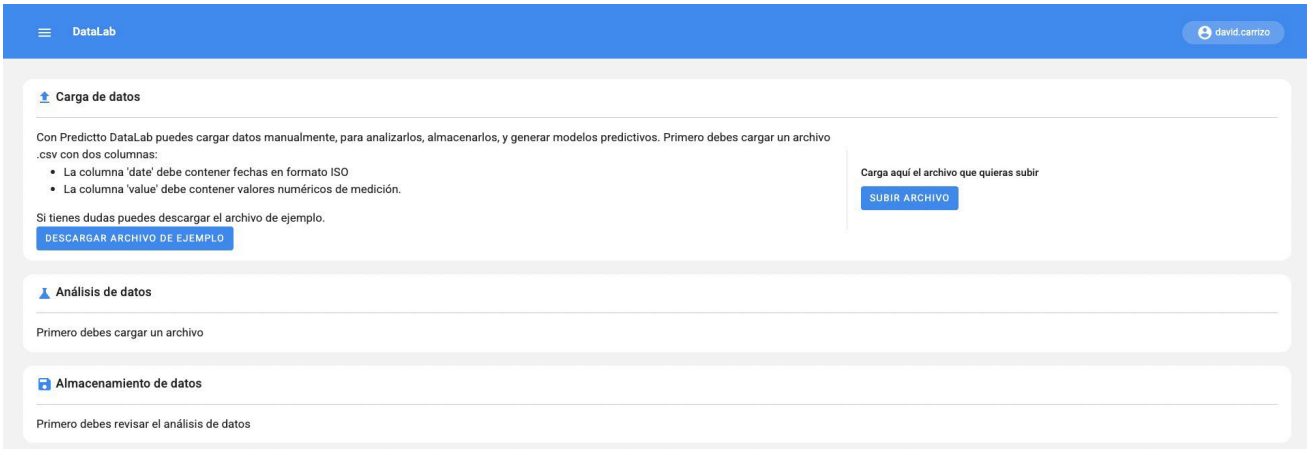
In this section you can select the parameters that will allow you to calculate a new predictive model. It is important that you are clear about the type of analysis you want to use, for which we invite you to review the first part of this guide, in case you have not already done so. For more details on how to build the model to be calculated, see the section **Creating a predictive model** in this guide. The models already calculated can be found in the ***Predictive models*** section. In addition, in this section you can synchronize the information of your assets with Fracttal, and also with external sources (such as meters) that you have associated to your Predictto account.

Predictto's laboratory: DataLab

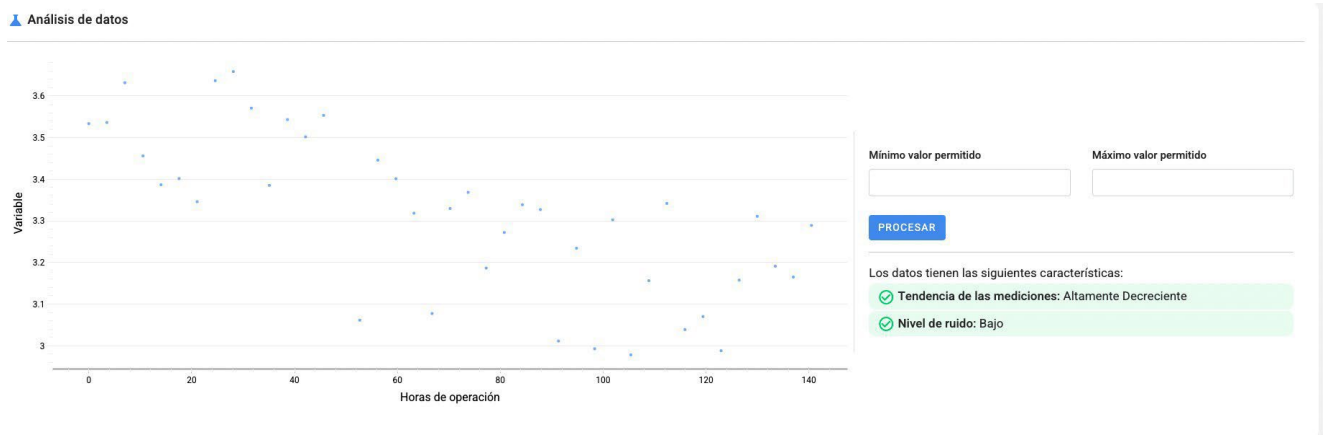
help.fracttal.com/en/articles/6065443-el-laboratorio-de-predictto-datalab

Uploading my measurement history

In this part of the guide we will show you how to experiment Predictto with your historical measurements, without the need to establish a connection to external sources. To do so, just follow these simple steps in DataLab.



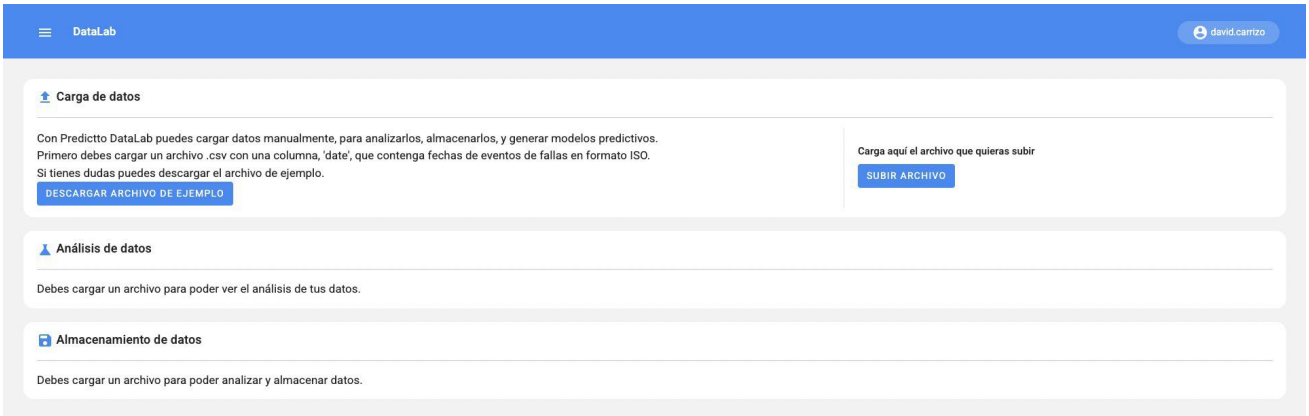
The file must have 2 columns: 'date' and 'value' (you can download the example file to get an idea). Once you have uploaded the file a table with the data will be displayed, you can choose the maximum and minimum values you want to have a quick analysis.



Finally, if you wish to store the data in the Predictto cloud, you can associate it with an asset through a meter, or create a new one, depending on your intention when uploading the file.

Uploading my failure history

In this part of the guide we will show you how to experiment Predictto with your historical fault records, without the need to establish a connection to external sources. To do so, just follow these simple steps in DataLab.



The file must have 1 column: 'date' (You can download the example file to get an idea). Once you have uploaded the file a bar chart will be displayed with the data, you can choose the start and end dates, and you can sort the histogram in the periods you want (Periods of 1,2,5,15,30 or more days).

Finally, if you want to store the data in the Predictto cloud, you can associate it to an asset through a failure mode, or create a new one, depending on your intention when uploading the file. Before storing the data, you must indicate the date of origin of the asset.

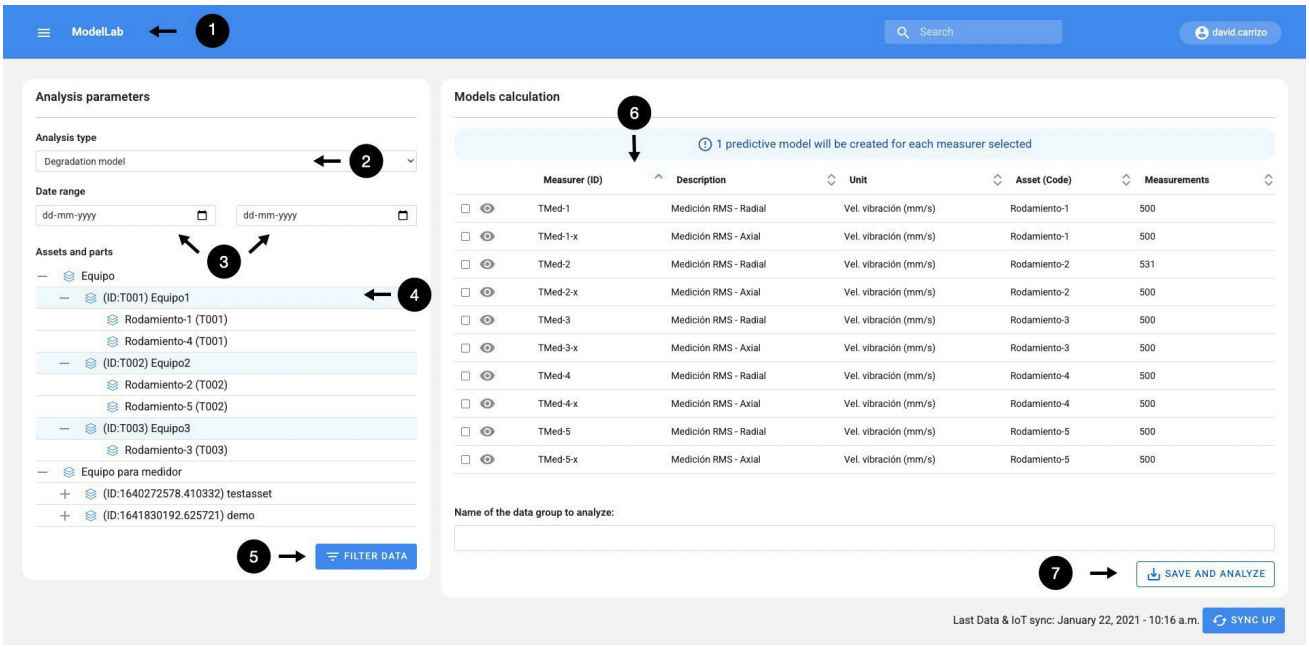
Almacenamiento de datos
GUARDAR DATOS
Modo de falla de activo
Equipo1 / Amortiguador-1 / Falla Amortiguador
Fecha de origen
dd-mm-yyyy
REGISTRAR NUEVO MODO DE FALLA

How are predictive models created in Predictto?

help.fracttal.com/en/articles/6065564-how-predictive-models-are-created-in-predictto

Creation of a predictive model

In this part of the guide we will show you how to create a predictive model, step by step:



1. The first step is to go to the *ModelLab* section in Predictto.

2. There, you will have to select the type of analysis you want to perform, from the drop-down menu on the top left. Remember to refer to the information in the article 'what can I find in Predictto', so that you know which analysis best suits your needs.

3. Subsequently, and if you wish, you can select a date range, so that your model considers only the data obtained within that range.

4. In the selection tree you will find all the device types, devices and device parts that you have registered in our platform. It is important to note that if you chose a type of analysis that uses meter information (such as the calculation of degradation models), the selection tree will only show you the devices that have one or more meters connected.

5. Once the filtering parameters indicated in steps 3 and 4 have been selected, press the "Filter" button.

6. Now, you must select the source of the data that will feed your model. If you selected a degradation model analysis in step 2, the table on the right side of the screen will show all the meters connected to the devices and parts selected in step 4. You must check the "select" box of the meter that you want to feed your model. Remember that, if in step 3 you selected a date range, the model will consider only measurements made within that range.

7. Finally, give a name to the dataset you have chosen to feed your model. It is important that it is a descriptive name, since you will need it later to identify the model and consult the diagnostics derived from it. Once you have written the name, click on "Save and Analyze".

By following the above steps, you will have created a predictive model. Depending on the amount of data used to feed the model, the calculation time may vary.
Our algorithms are optimized to reduce this waiting time to a minimum.
possible, and we are constantly working to improve in this area.

Once the model has been calculated, you can find it in the *Devices* section, where we will show you a list of all the existing models associated to your account, including the one you have just created. By clicking on the name you gave to the data grouping used to feed your model, you can consult the **results** and **diagnostics** derived from it.

Multiple selection

It is possible to select several meters at the same time, which will generate a predictive model for each of them. This way you can create many models with fewer steps and in less time. To make the multiple selection you will have to use the 'ctrl' button ('command' in macOS) and select more than one asset.

Cálculo de modelos

2 medidores seleccionados, se crearán 2 modelos predictivos distintos.

	Medidor (ID)	Descripción	Unidad	Activo (Código)	Mediciones
☑ 👁	DEMO-HID-1		Vel. vibración (mm/s)	Rodamiento-M1	1000
☑ 👁	DEMO-HID-2		Vel. vibración (mm/s)	Rodamiento-M2	1000
☐ 👁	DEMO-HID-3		Vel. vibración (mm/s)	Rodamiento-M3	1000
☐ 👁	DEMO-HID-4		Vel. vibración (mm/s)	Rodamiento-M4	1000
☐ 👁	DEMO-HID-5		Vel. vibración (mm/s)	Rodamiento-M5	1000

Nombre del grupo de datos a analizar:

GUARDAR Y ANALIZAR

Predictive models : Fracttal One

help.fracttal.com/en/articles/7068199-predictive-models

Predictive model views

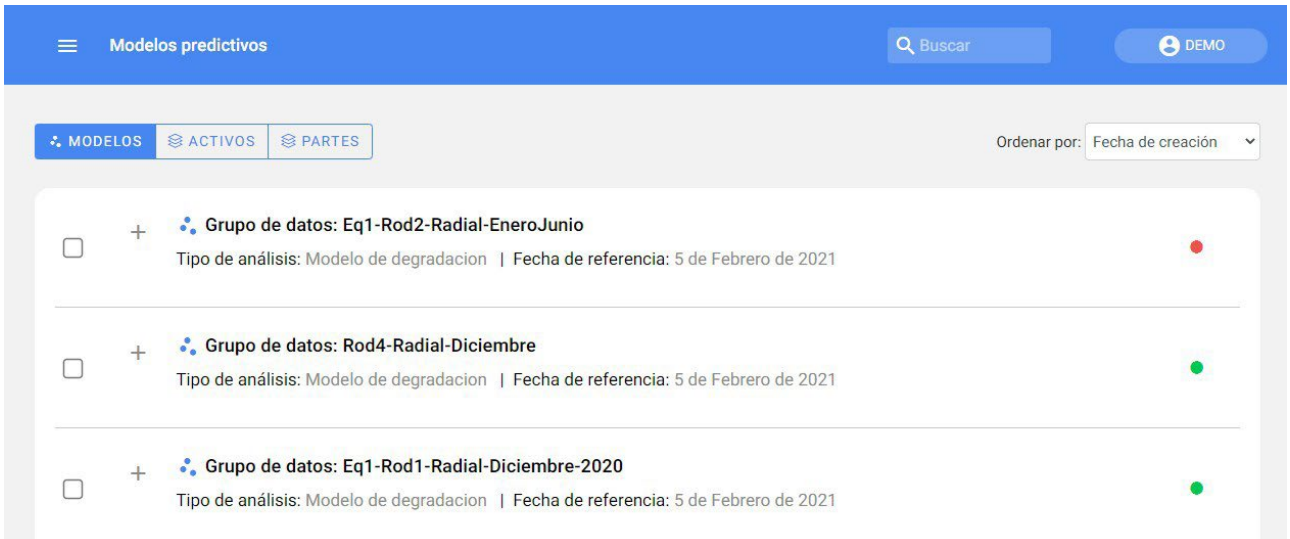
1. **Models view** (Default view): A list of all predictive models calculated and stored in your account is presented, including information such as the name assigned to the training data set, the model creation date, the type of analysis used, among others.

2. **View sorted by assets**: Group the models according to the assets you have registered in your Predictto account. Particularly reveals the model with the highest criticality predicted for each of them.

3. **View sorted by parts**: Similar to the view sorted by assets, with the quality of grouping the models according to the parts of assets registered in Predictto.

Quick access indicators

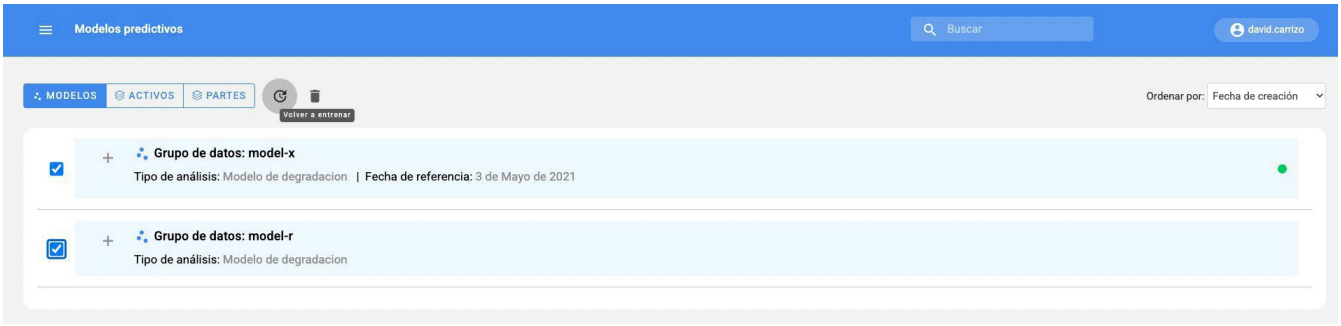
On the right side of the list you can see an indicator in the form of a sphere that shows the critical status of the asset; green indicates that there is still time to perform maintenance, and red indicates that there is no time or that the optimum time to perform maintenance has passed.



In addition, it is important to mention that the rapid indicators are based on information contained in **diagnostics.**

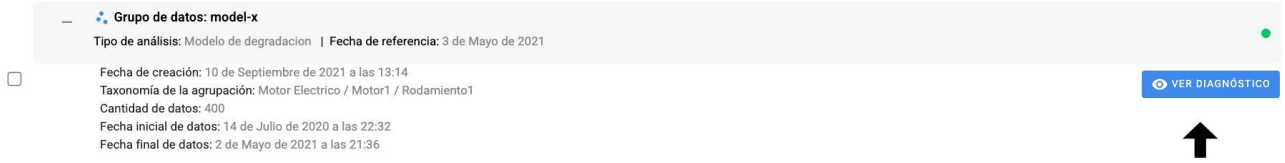
Elimination and recalculation of several models

You can select several models to delete or recalculate with a single click. If the **Retrain** option is clicked, the analysis parameters set the first time will be maintained, but the most recent data collected from the meter that was selected when the model was created will be included.



See diagnostics

To obtain more information about the results of the analysis, just click on the "View diagnosis" button.



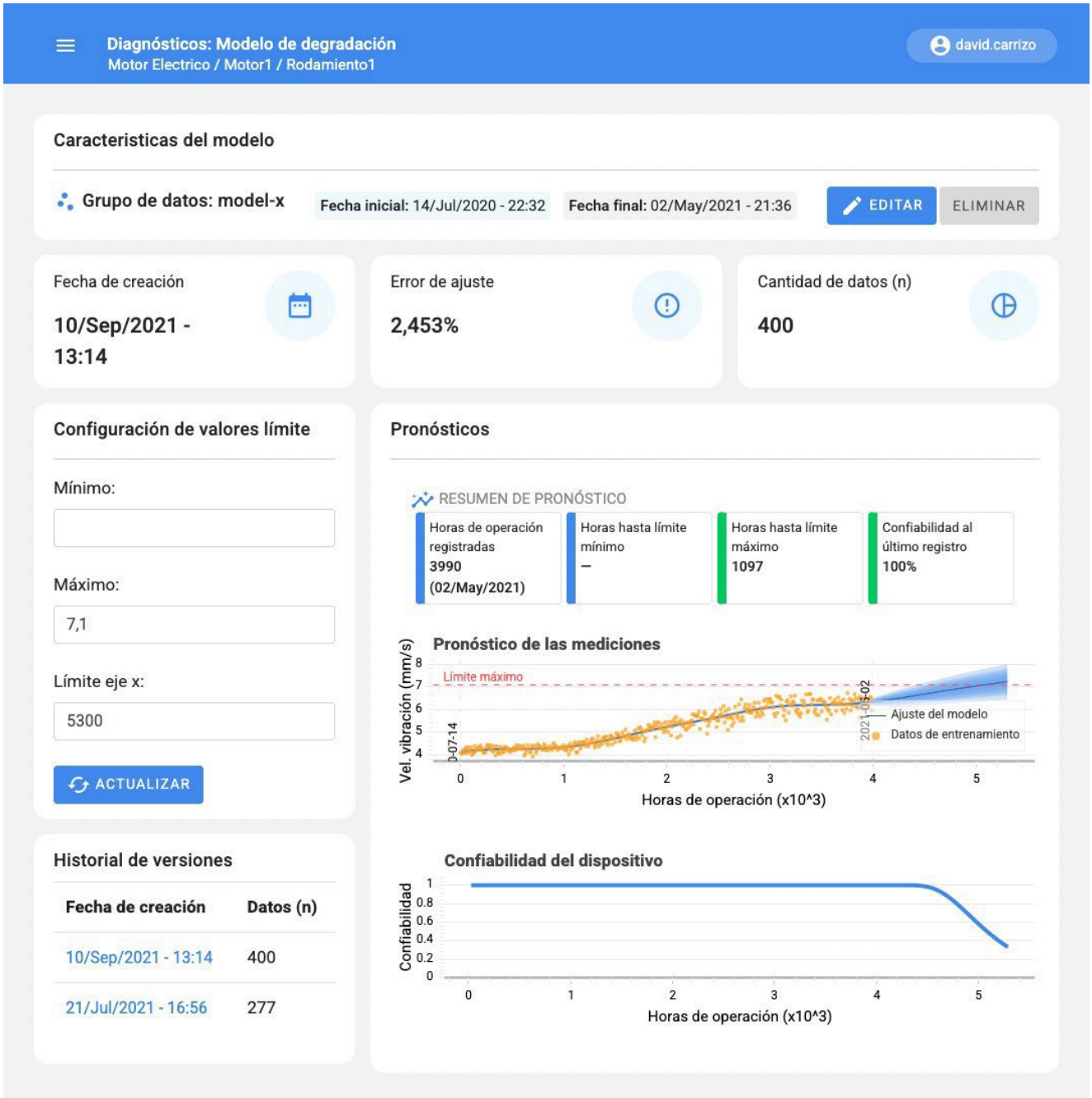
If you want to learn more about the tools located there go to the **diagnostic tools** section below.

Diagnostic Tools : Fracttal One

help.fracttal.com/articles/6065681-diagnostics-tools

How are the models interpreted?

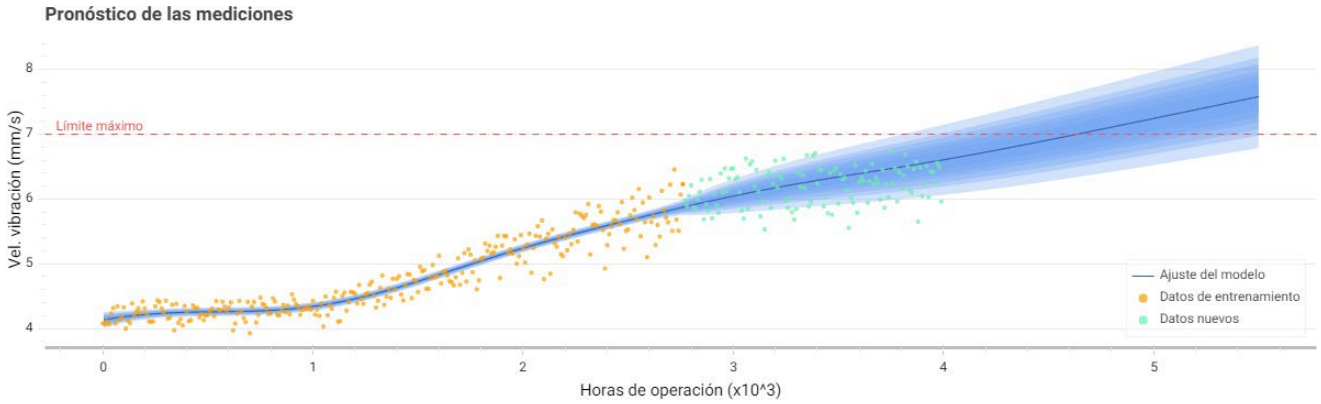
In this section you will be able to view detailed information about the desired forecast along with its indicators, graphs, among others.



Interpretation of a degradation model

Degradation models allow you to study the state of an asset over time. In Predictto we present it in a simplified form through two graphs: the first one presents the evolution of a critical variable over time, and the second one the reliability of the equipment over the same period of time.

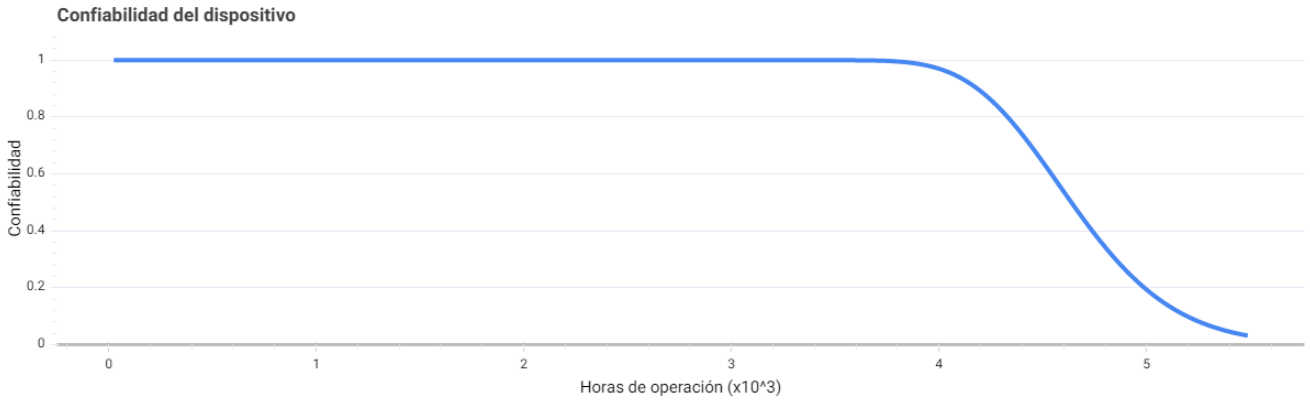
In the first graph, titled "Measurement forecast", you can observe the evolution of the measured variable during the asset's operating hours. The orange dots represent actual measurement data of the variable; the dark blue line is the fit found by our algorithm; and the light blue shading represents the confidence range of future values. That is, put simply, in the future the variable is most likely to take the value of the blue center line, but in reality it can be found at any point within the gray shadow.



Now, what good is this information to you? Well, the monitored variables may have limits within which the asset is considered to be operating satisfactorily. These limits may be given by a standard or be set by the user according to his knowledge and previous experience.

With this graph you can know when the variable under study will reach this limit, marked with a red horizontal line. By default, for vibration analysis this limit value corresponds to the one established by the ISO 10816-3 standard for vibration velocity; however, you can change this value at any time for another limit (maximum or minimum) that you consider more appropriate, in the settings panel that appears to the left of the graphs. In the same form mentioned above you can also edit the limit value of the x-axis, i.e. up to what point in time you want the prediction of the variable to be performed.

From the above we can obtain information regarding the reliability of the equipment, as shown in the second graph.



As the variable reaches the established limit, a decrease in the reliability of the asset is observed, reaching 0% reliability when our model determines as absolutely certain that the variable will exceed this limit (i.e., when the entire gray shadow exceeds it).

As you can see, our model not only tells you when your asset will fail, but delivers the probability of failure over time.

Interpretation of a reliability model

Reliability models allow you to study the status of one or more assets over time. In Predictto we present it to you in a simplified form through the following bars: reliability, system risk, accumulated failures and costs. Next, we will see some important concepts related to Weibull:

1. **Median (m)**: Corresponds to the point in time where the probability is at 50%, so it is a measure of central tendency that is easy to locate from the available data or office tools.

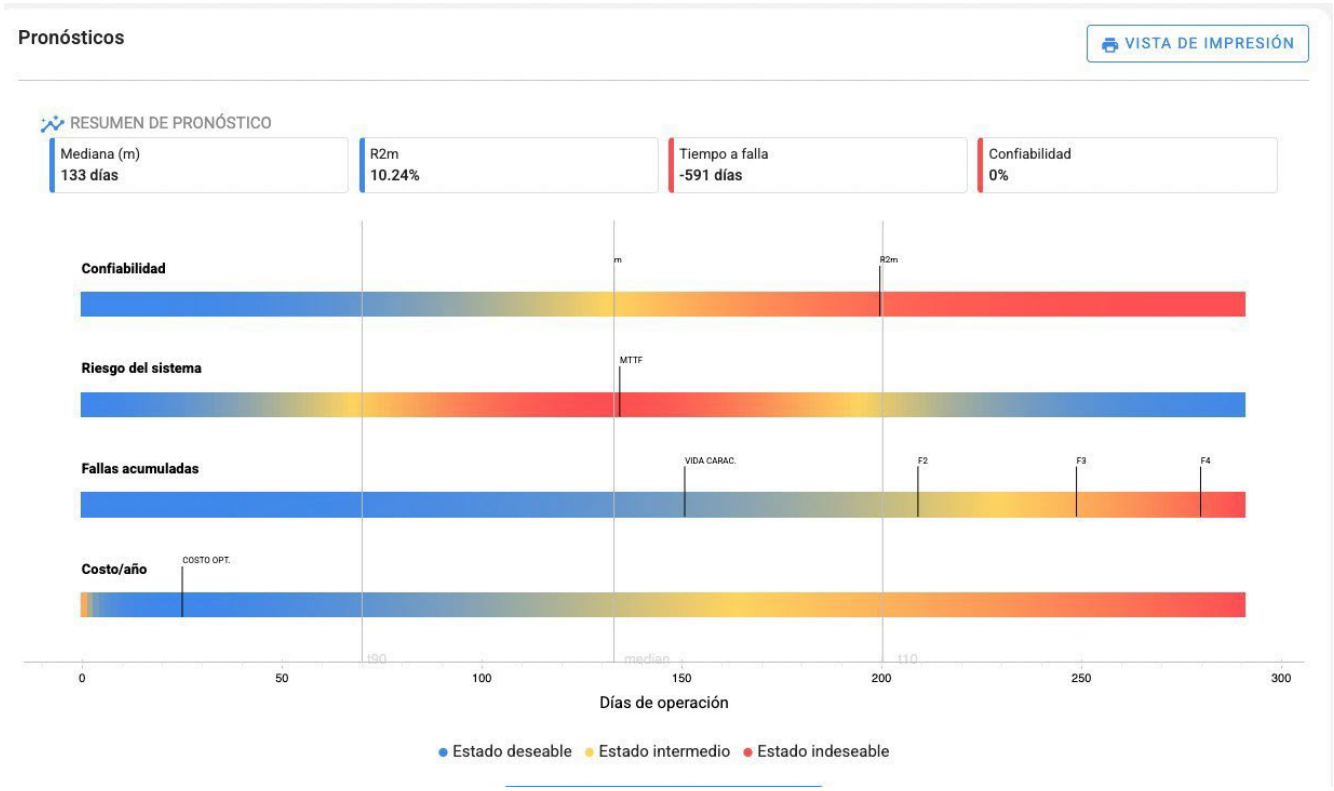
2. **R2m**: It is the probability value located on the reliability curve of m plus 50% of it.

3. **Probability of failure**: It refers to the percentage of failure occurrence, allowing to know moments of higher and lower risk, together with the periods in which the system requires special attention by operation and maintenance.

4. **Reliability**: Refers to the probability that the asset(s) will work under pre-established conditions.

5. **Failure rate**: Refers to the probability of failure occurrence, taking into consideration that the asset may or may not have failed previously. This parameter is vital to typify failure processes. In addition, it corresponds to the inverse of the time between failures (MTBF), being one of the most renowned benchmark parameters in the maintenance and reliability industry.

6. **Cumulative failure rate**: Refers to the estimated number of failures that the system delivers once subjected to minimum repair policies. This variable allows estimating the number of failures for a defined time interval of the system's life cycle.



The above tools add predictive value to the collected fault data, allowing to characterize the behavior of the collected system fault data. Once the parameters are obtained, it is possible to determine the behavior of the critical variables.

1. **Accidental processes**: Those processes with an R2m equal to 0.3535 or 35.35%; they have a constant failure rate. Failures are accidental in nature and statistically unpredictable.

2. **Bell processes**: Those processes with an R2m less than 0.3535 or 35.35%; they have an increasing failure rate with a central tendency behavior. Failures are predictable and suitable for preventive maintenance schemes.

3. **Cascade processes**: Also called infant mortality processes, they are those with an R2m greater than 0.3535 or 35.35%; they have a decreasing failure rate and in their behavior have a high probability of failure in their initial time period. Failures are highly predictable and suitable for warranty protection schemes.

Recalculation of models

To recalculate a diagnosis, go to the Edit button; you will find the options to change the name, modify the training parameters, and to recalculate it (Training) with a single click, including the most recent data.

Remember that you can also perform several retrainings from the predictive models section.

Indicators and forecast summary

You will be able to visualize the indicators of your model; hours remaining until failure along with the reliability of the asset. These indicators are accompanied by representative colors, similar to the colors of a traffic light, in order to quickly assess the status of your asset under study. In addition, if you consult in the box of each diagnosis, a summary explanation in natural language will be shown, simply by placing your mouse over each one of them, as in the reference image.

Note: If the "Hours to maximum limit" indicator is negative, it is giving the number of hours that have passed since a maintenance should have been performed. In addition, it is important to mention that the quick indicators in the table of the models made are based on this information.

Model versions

Groups of data that have the same name and correspond to the same asset will be considered different versions of the same model. You can consult the different versions of a model in the model diagnosis.

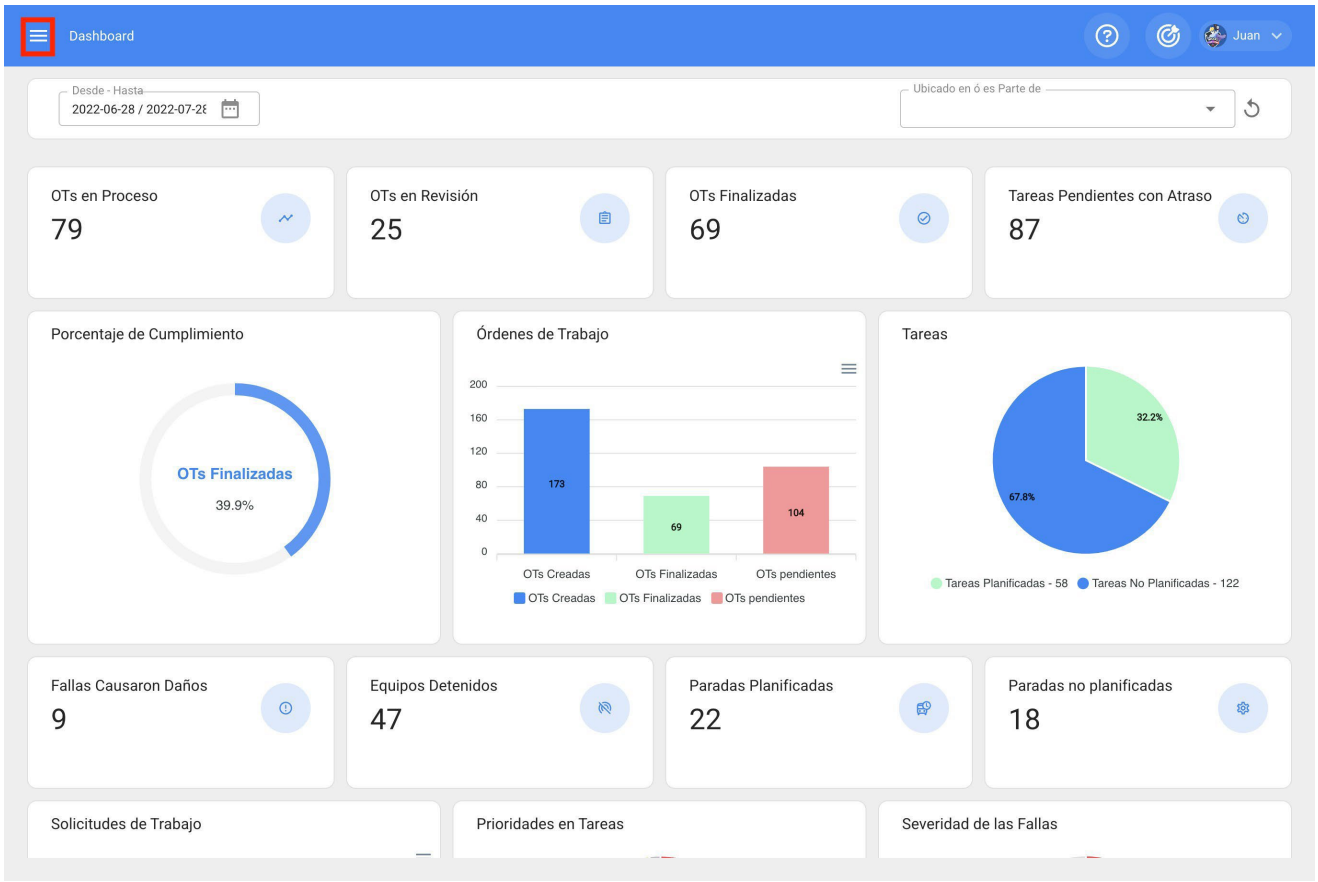
Static Calendar in Work orders

help.fracttal.com/en/articles/6426135-static-calendar-calendar-on-work-orders

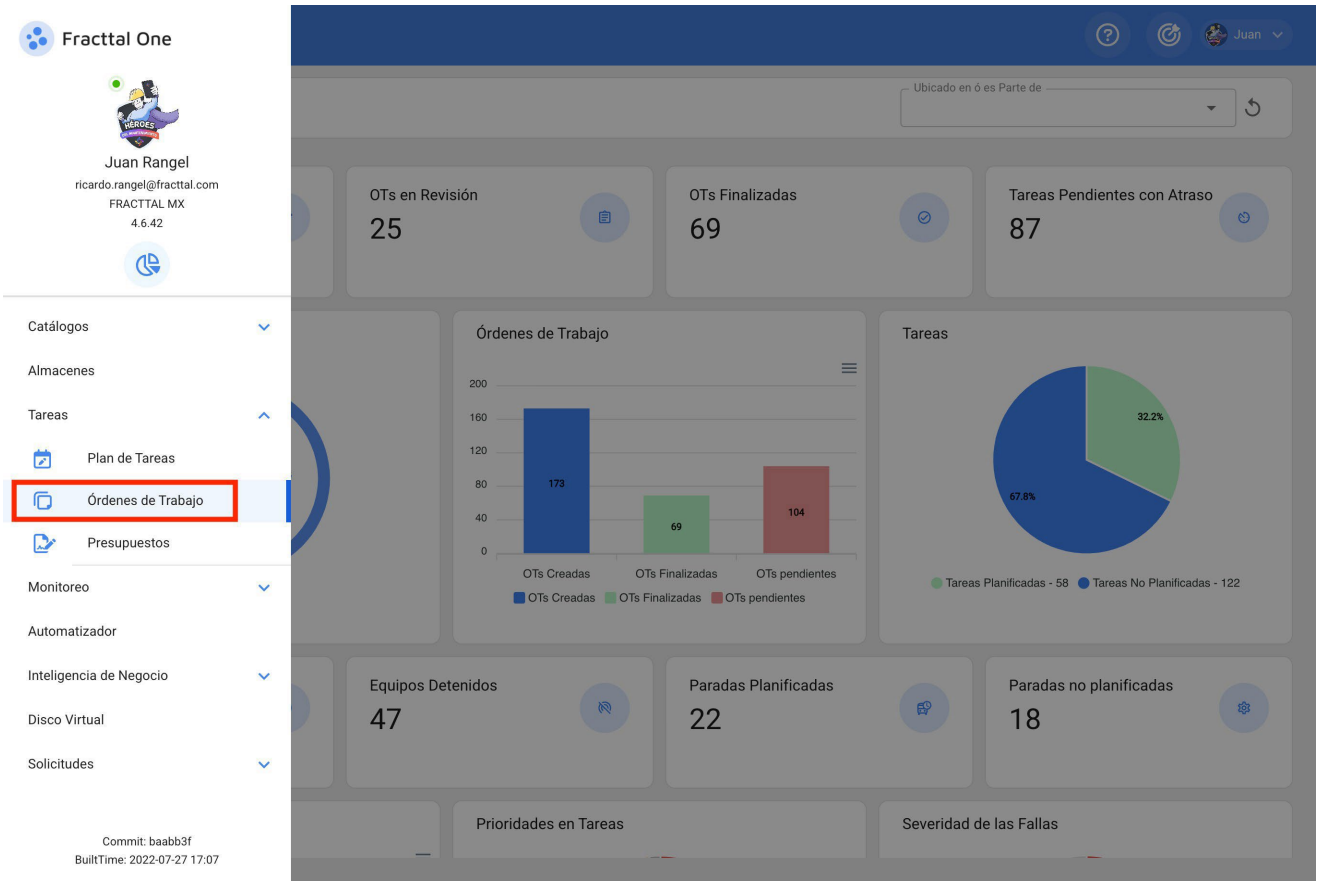
The calendar view gives us a comfortable appreciation of our activities "Pending tasks and work orders" in a calendar format, in which we can see the different activities assigned and those to be assigned, as well as their different statuses which will be identified with colors.

In order to view our Work Orders and Pending Tasks in calendar mode we have to enter the following sections

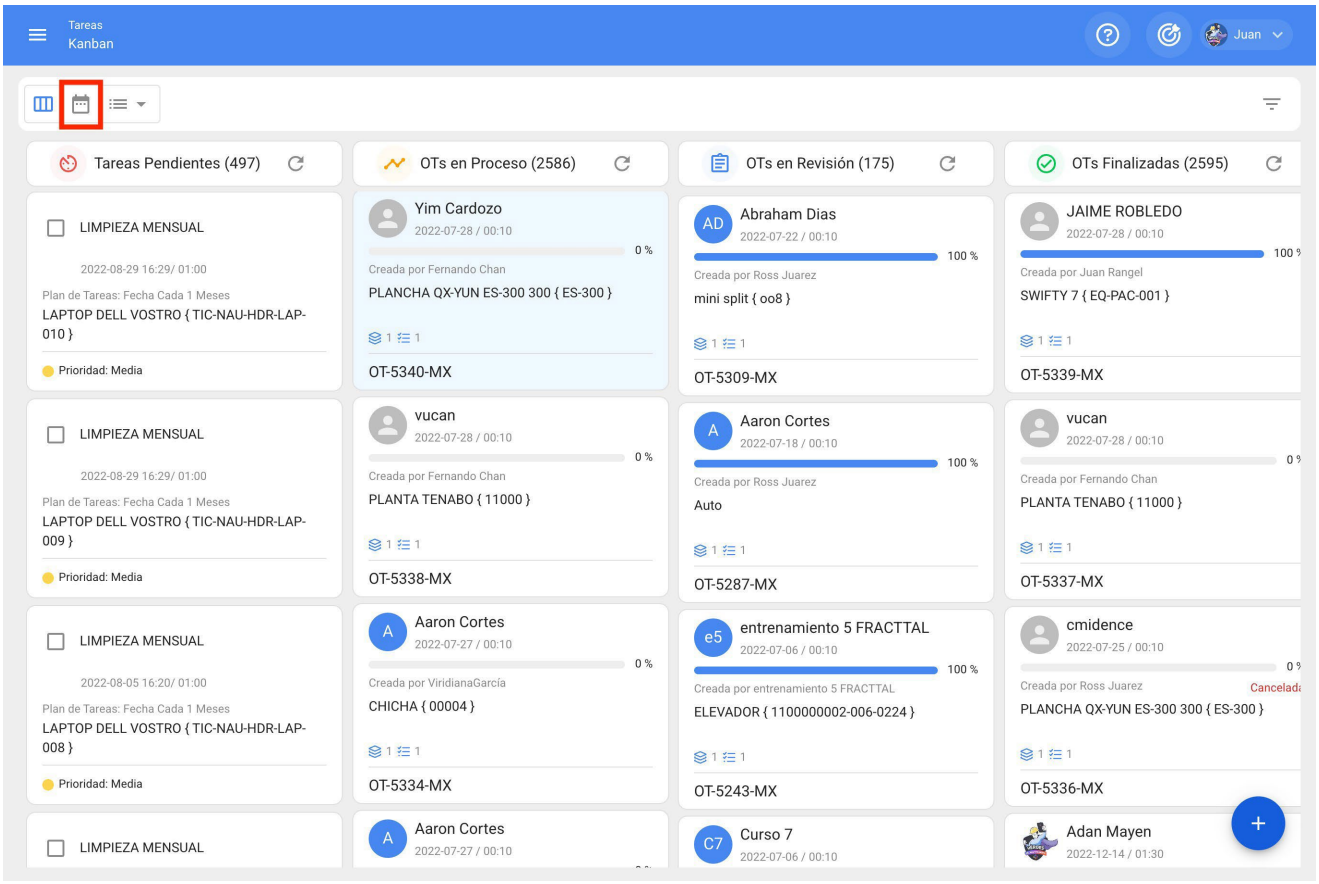
1.-Main Menu



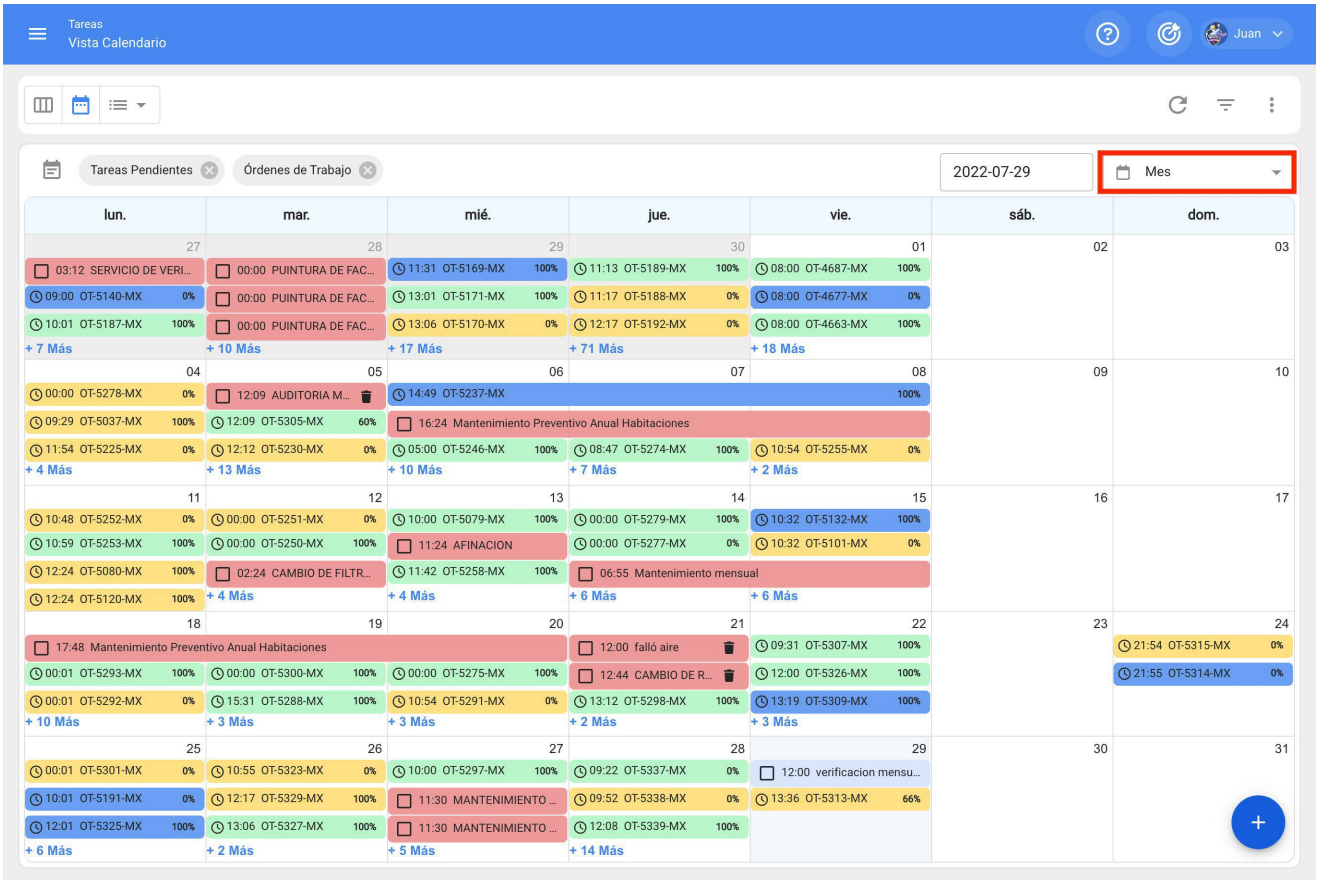
2.-Within our modules we will go to Tasks => Work orders



3.-Once inside the work order submodule click on the calendar icon next to the Kanban view icon.

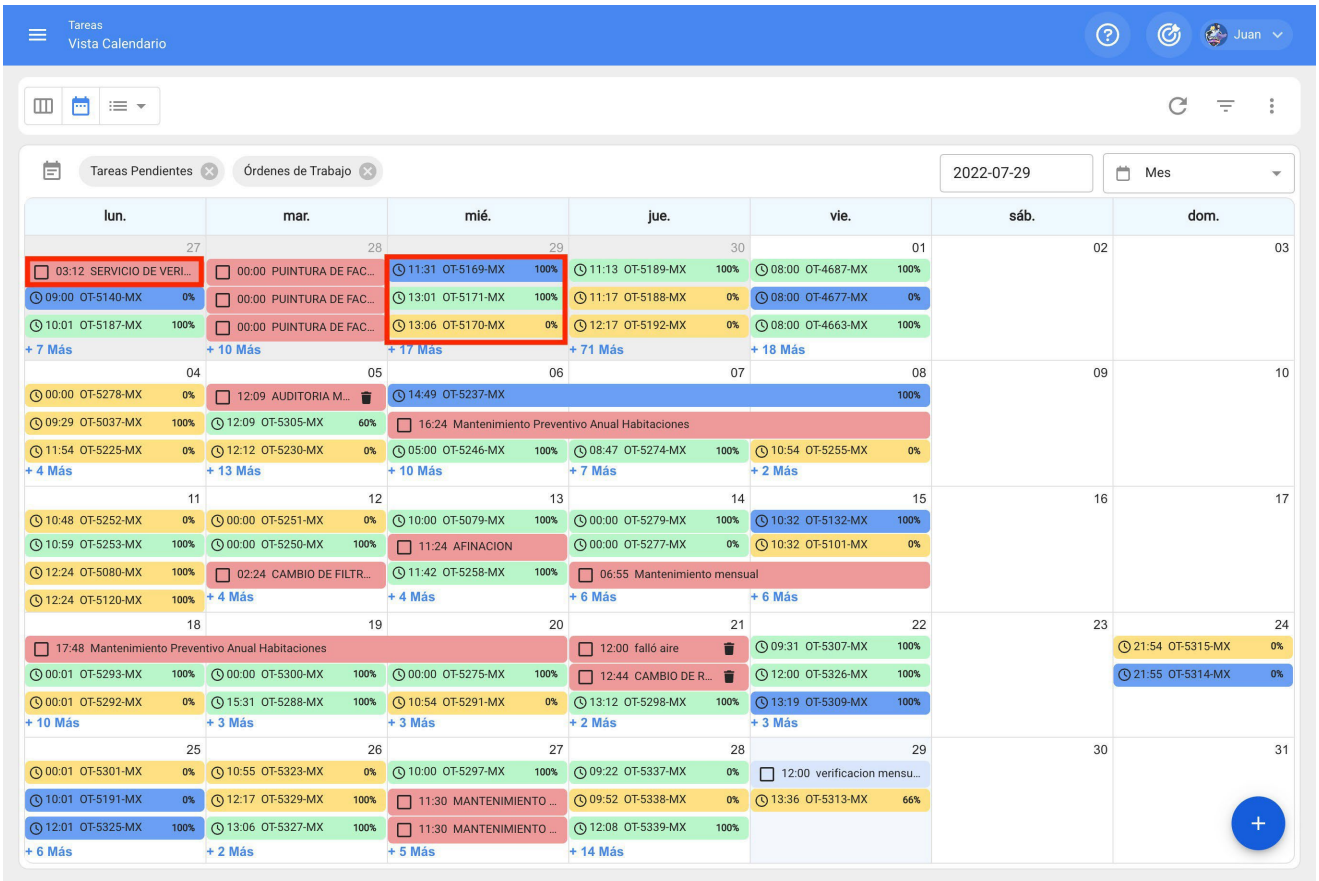


Here we will see our assigned and unassigned work management in a calendar view with a start filter by month, which we can see on the top right.

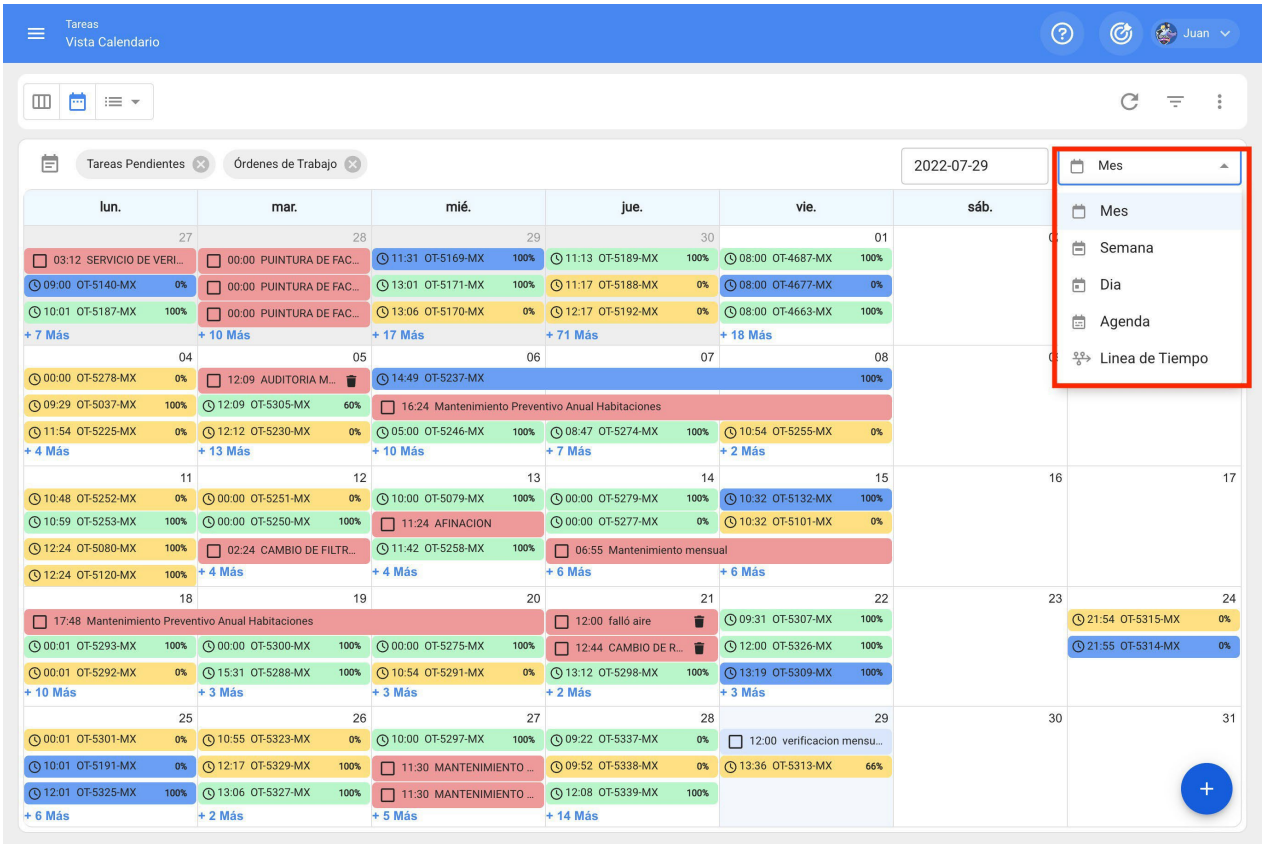


You can see the work management with different

- colors: Red: Pending work management.
- Yellow: Work orders in process. Blue: Orders
- under review.
- Green: Orders completed

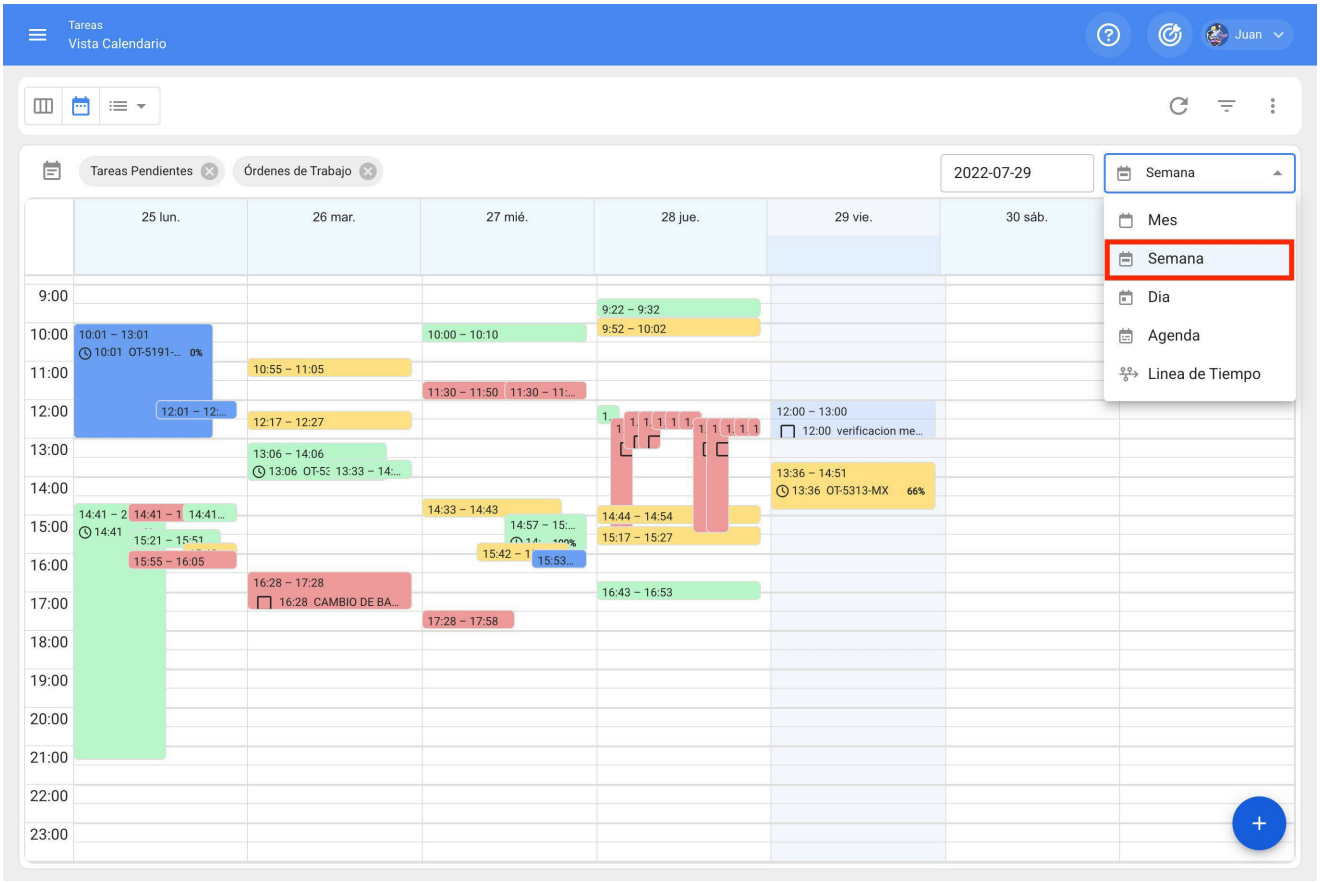


The view can also be viewed in day, week, agenda and timeline format.



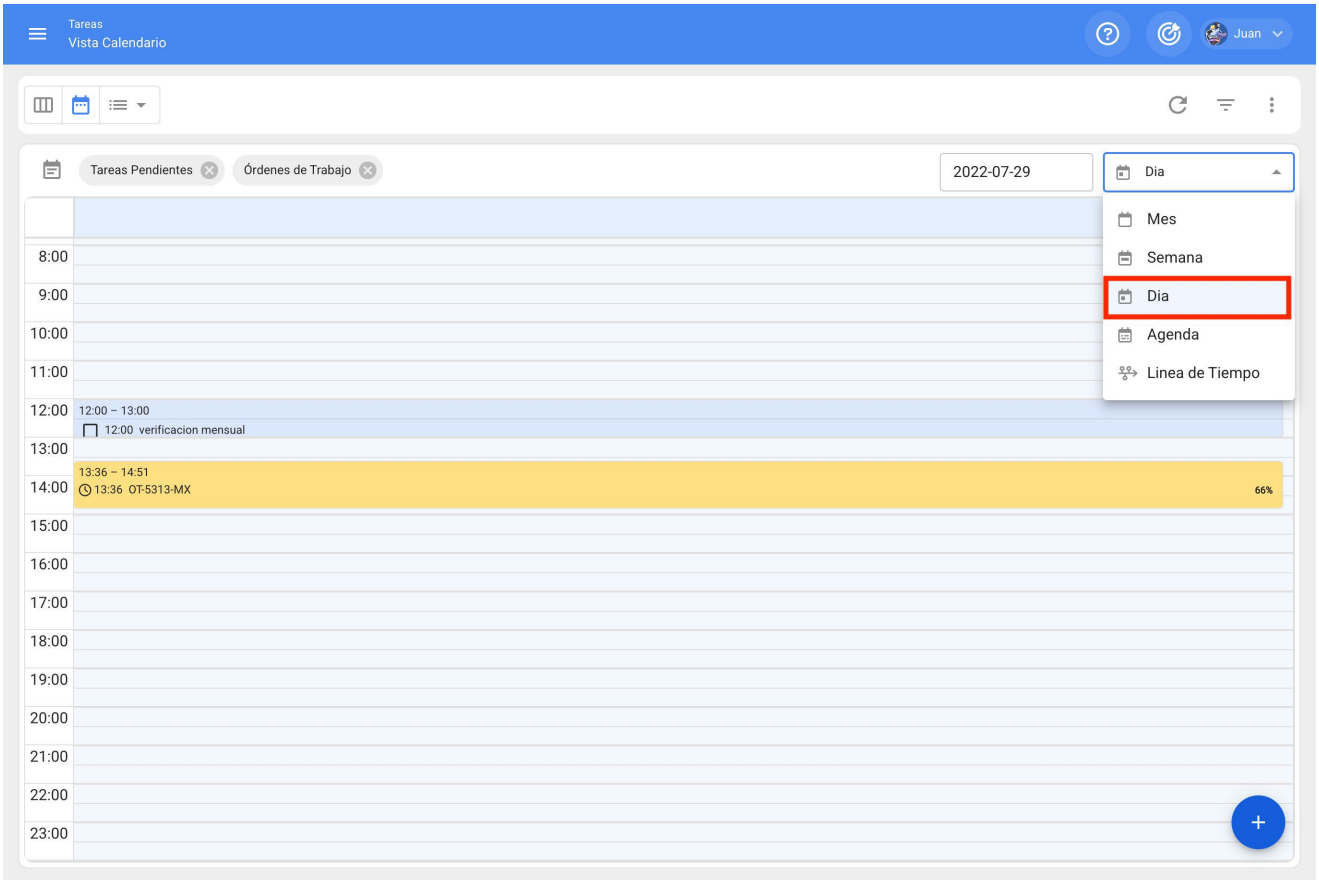
Week View.

You can view the pending work management and work orders for the current week with the possibility to edit the date filter.



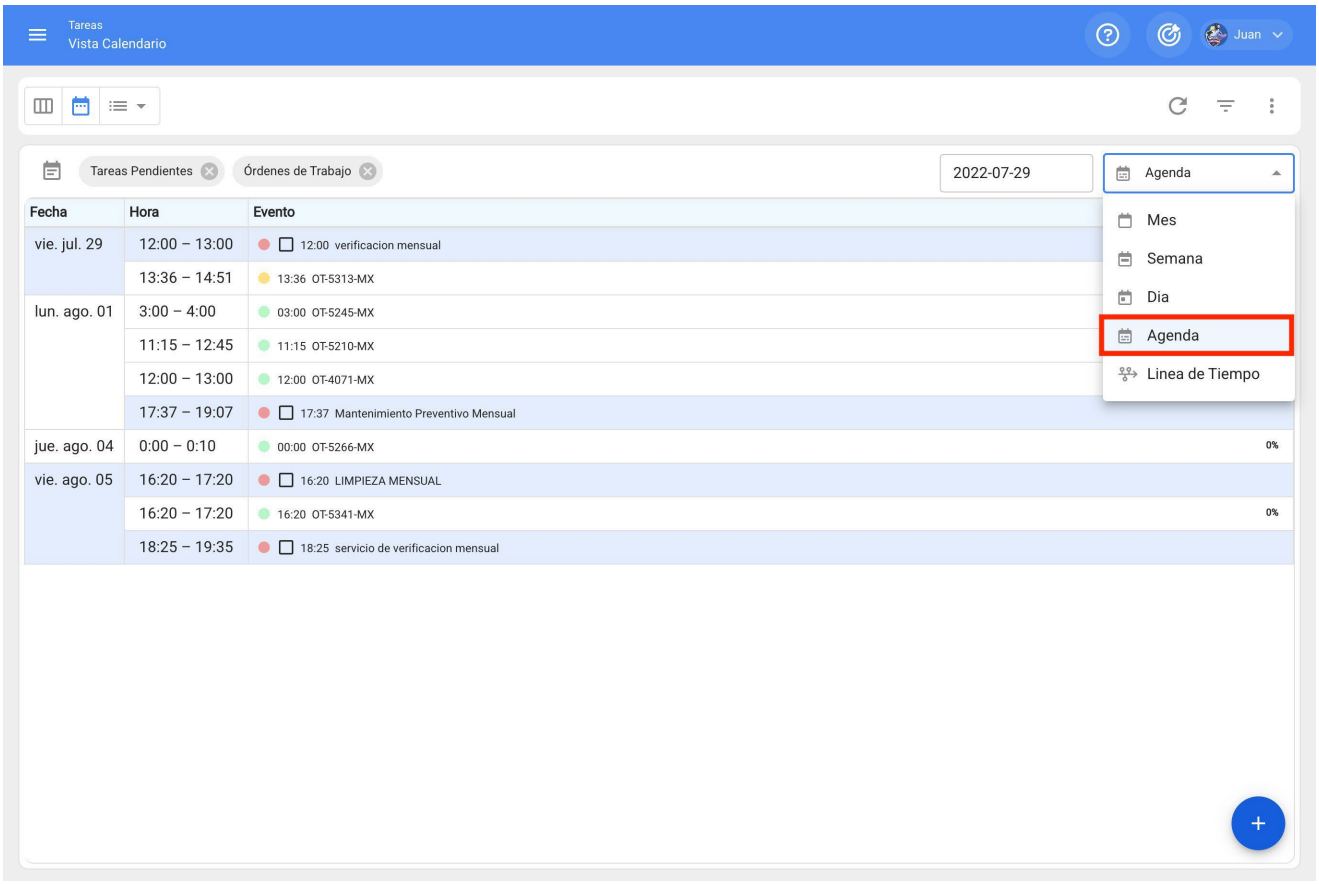
Day View.

You can see the pending work management and work orders of the current day with the possibility to edit the date filter.

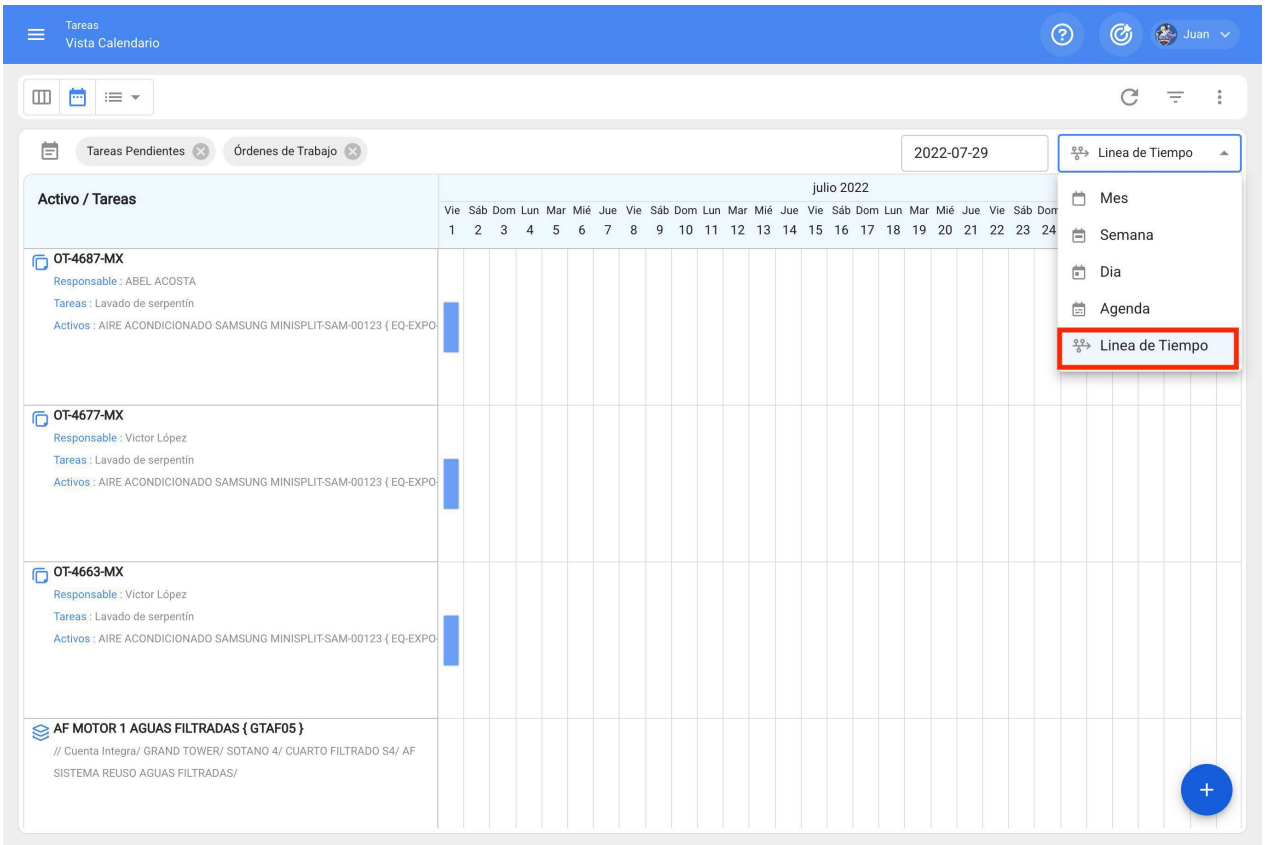


Agenda View.

You can view the pending work management and work orders for a week to the day of the review in list format, with the possibility to edit the date filter.



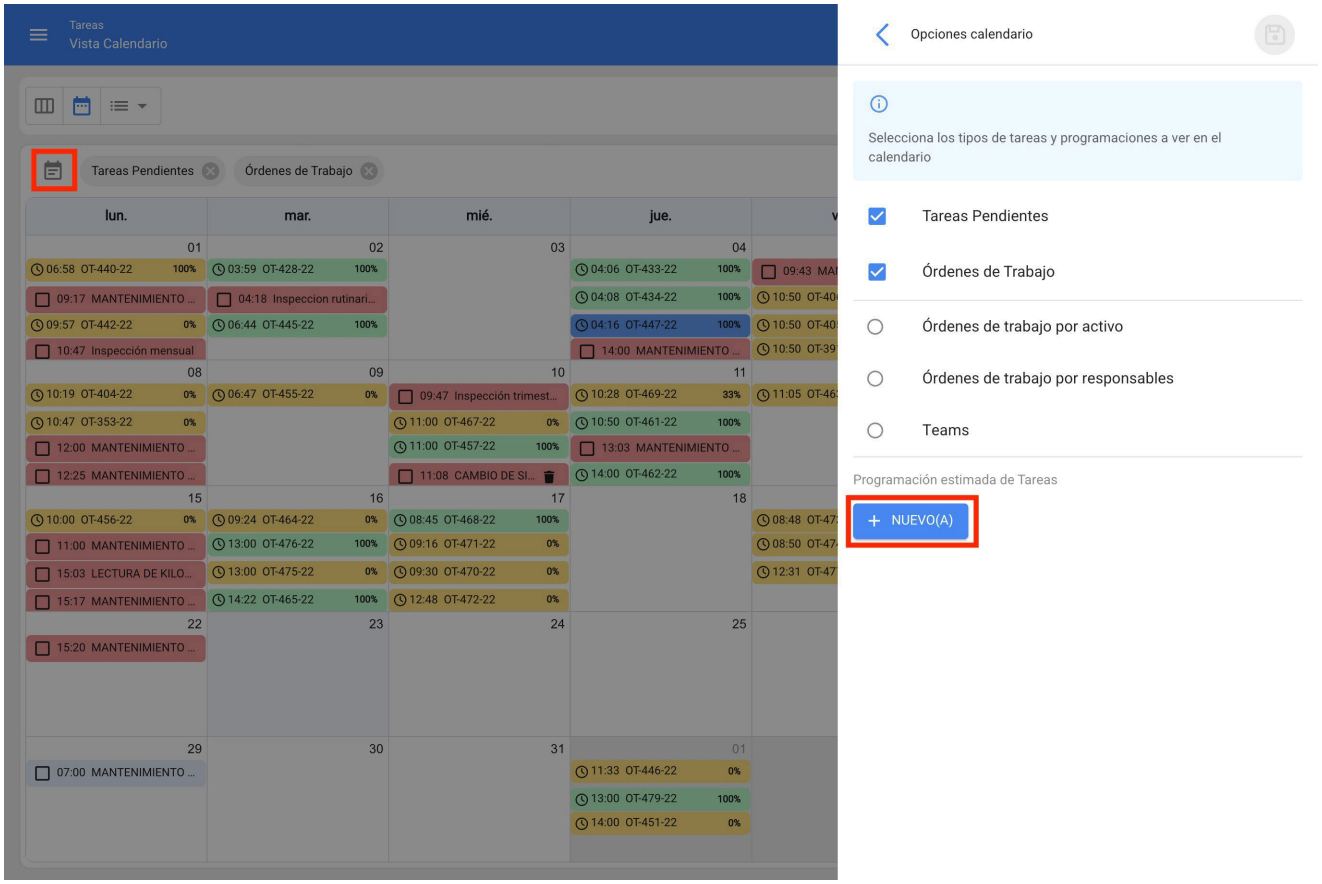
Timeline view.



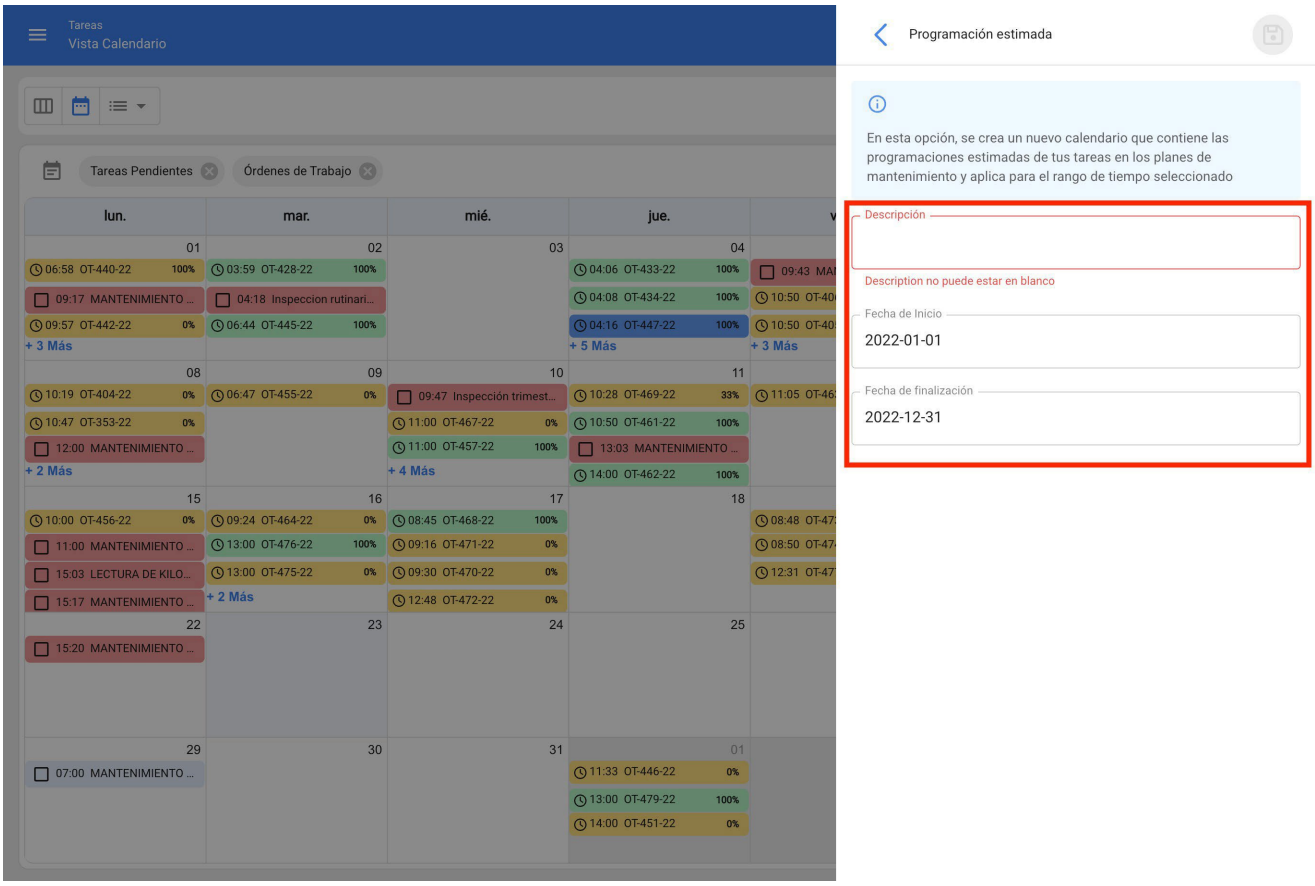
Static calendar function.

You can project the activities of the required period and save them in one or more static calendars which can be reproduced when needed.

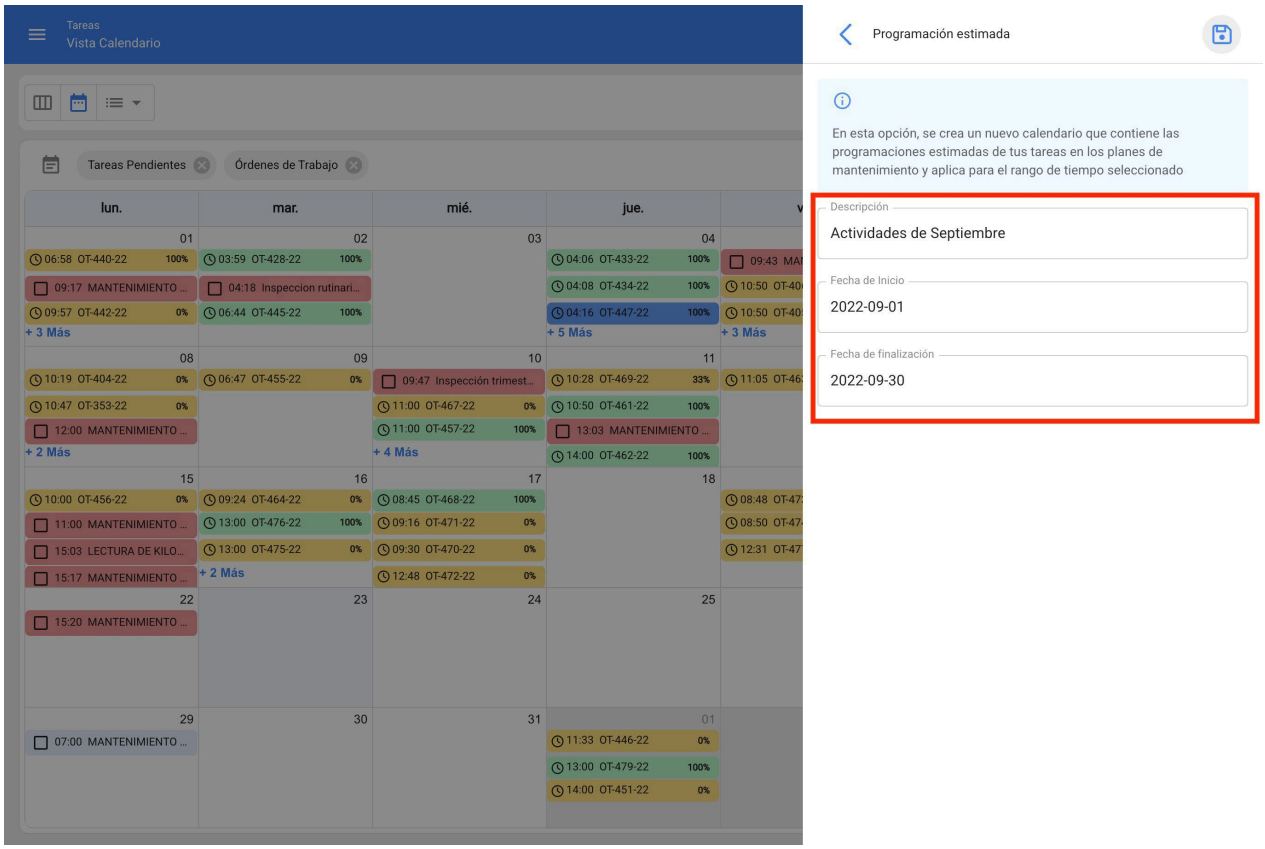
In order to generate the static calendar, click on the calendar icon at the top right, then click on 'new' to start creating the static calendar.



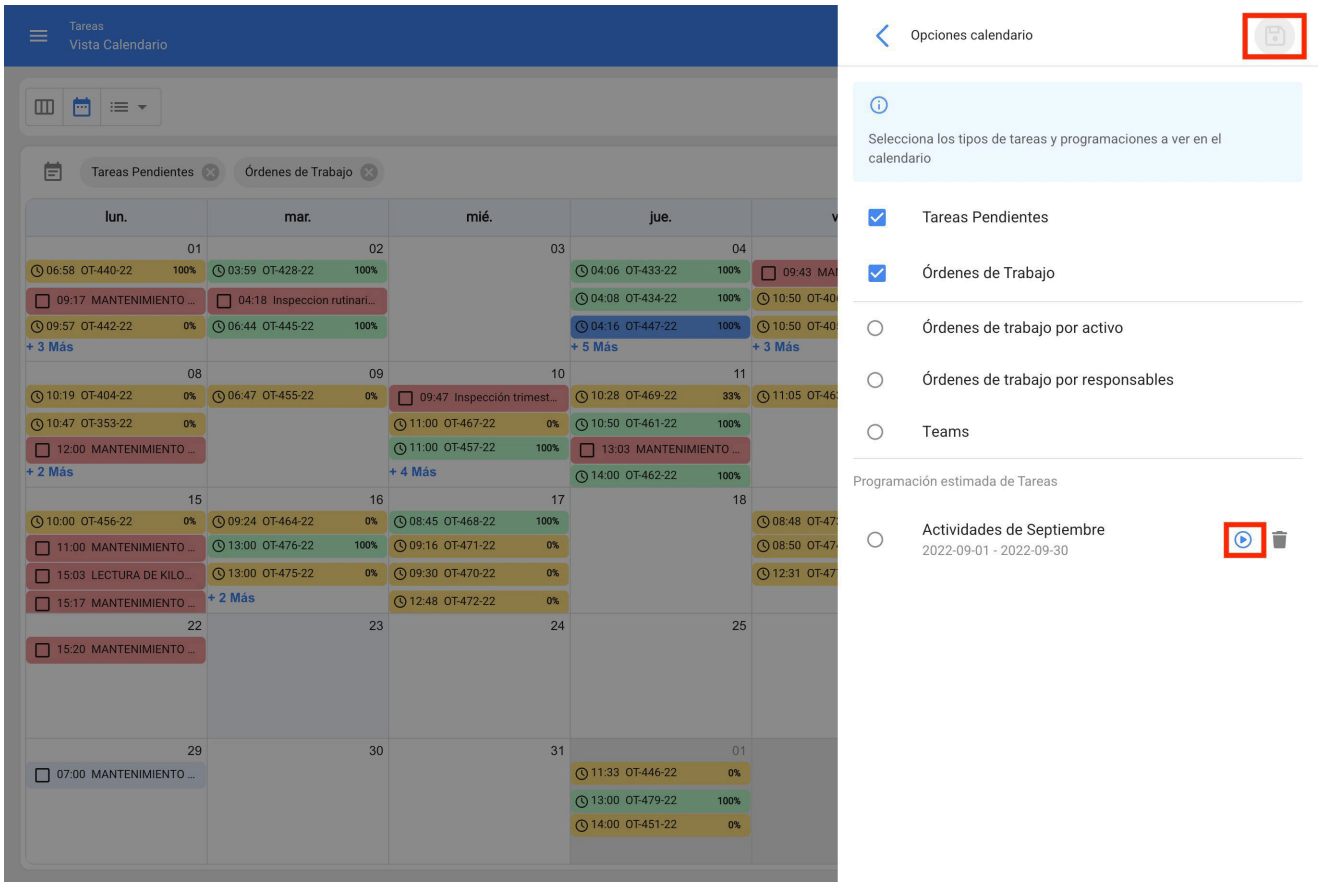
We will add the name of our static calendar and the range of dates to project.


Tareas
Vista Calendario
Tareas Pendientes
Órdenes de Trabajo
lun.
mar.
mié.
jue.
Programación estimada
En esta opción, se crea un nuevo calendario que contiene las programaciones estimadas de tus tareas en los planes de mantenimiento y aplica para el rango de tiempo seleccionado
Descripción
Description no puede estar en blanco
Fecha de Inicio
2022-01-01
Fecha de finalización
2022-12-31

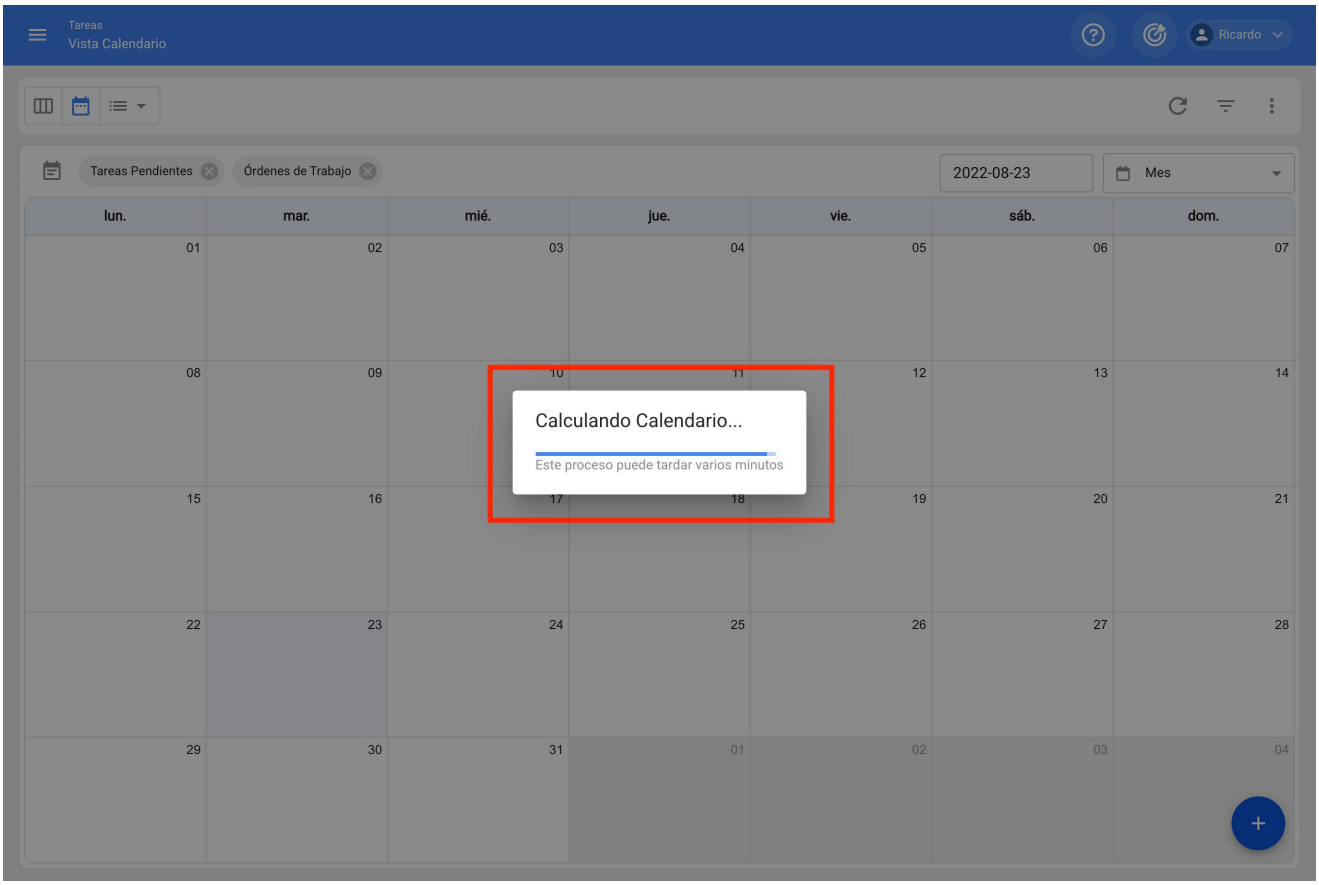
As follows.


Tareas
Vista Calendario
Tareas Pendientes
Órdenes de Trabajo
lun.
mar.
mié.
jue.
Programación estimada
En esta opción, se crea un nuevo calendario que contiene las programaciones estimadas de tus tareas en los planes de mantenimiento y aplica para el rango de tiempo seleccionado
Descripción
Actividades de Septiembre
Fecha de Inicio
2022-09-01
Fecha de finalización
2022-09-30

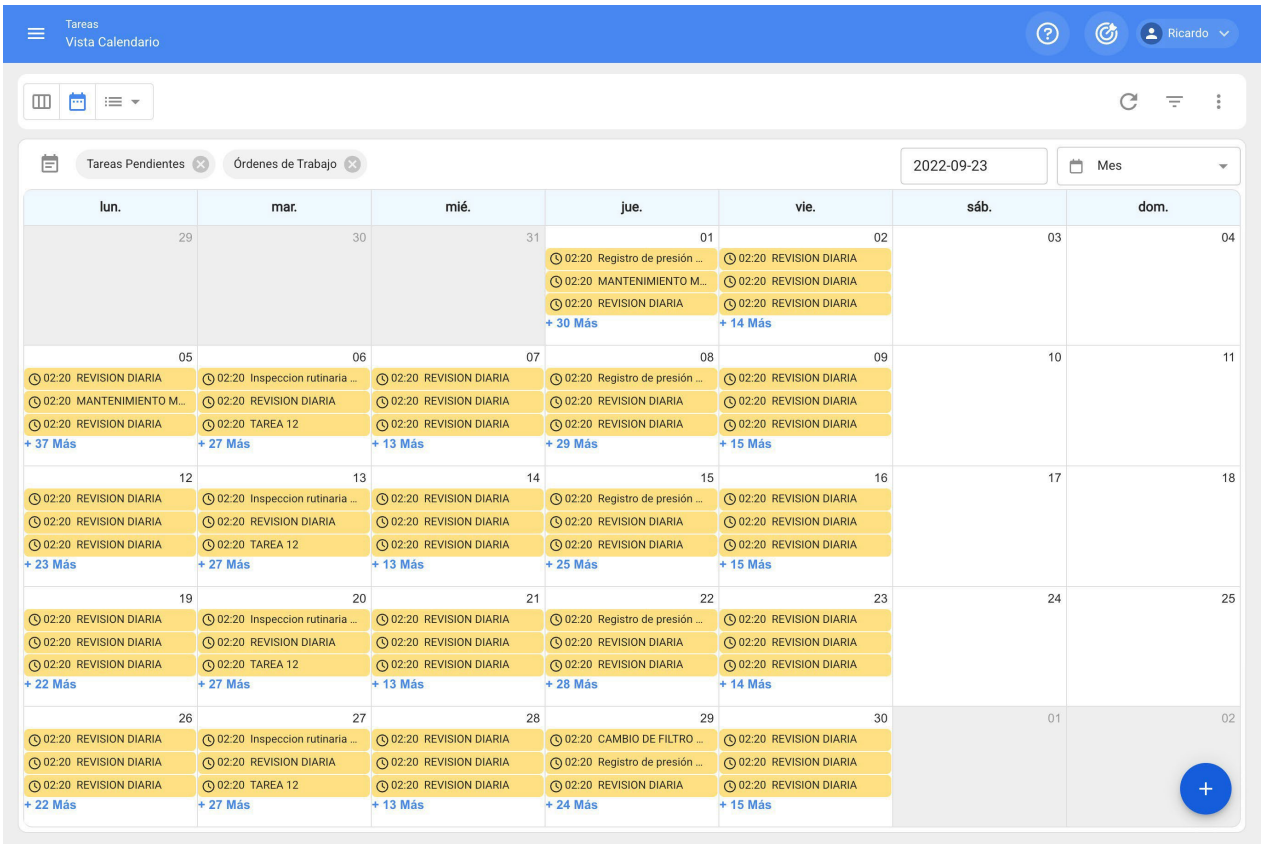
Save the settings and we will be able to reproduce our static calendar to see our activities of the saved period.



It will calculate our activities to be displayed.



Finally, we will be able to see the projection of our activities in the static calendar of our selected period.


Tareas
Vista Calendario
Ricardo
Tareas Pendientes
Órdenes de Trabajo
2022-09-23
Mes
lun.
mar.
mié.
jue.
vie.
sáb.
dom.
29
30
31
01
02
03
04
02:20 Registro de presión ...
02:20 MANTENIMIENTO M...
02:20 REVISION DIARIA
02:20 REVISION DIARIA
+ 30 Más
+ 14 Más
05
06
07
08
09
10
11
02:20 Inspeccion rutinaria ...
02:20 TAREA 12
+ 37 Más
+ 27 Más
+ 13 Más
+ 29 Más
+ 15 Más
12
13
14
15
16
17
18
+ 23 Más
+ 25 Más
19
20
21
22
23
24
25
+ 22 Más
+ 28 Más
26
27
28
29
30
01
02
02:20 CAMBIO DE FILTRO ...

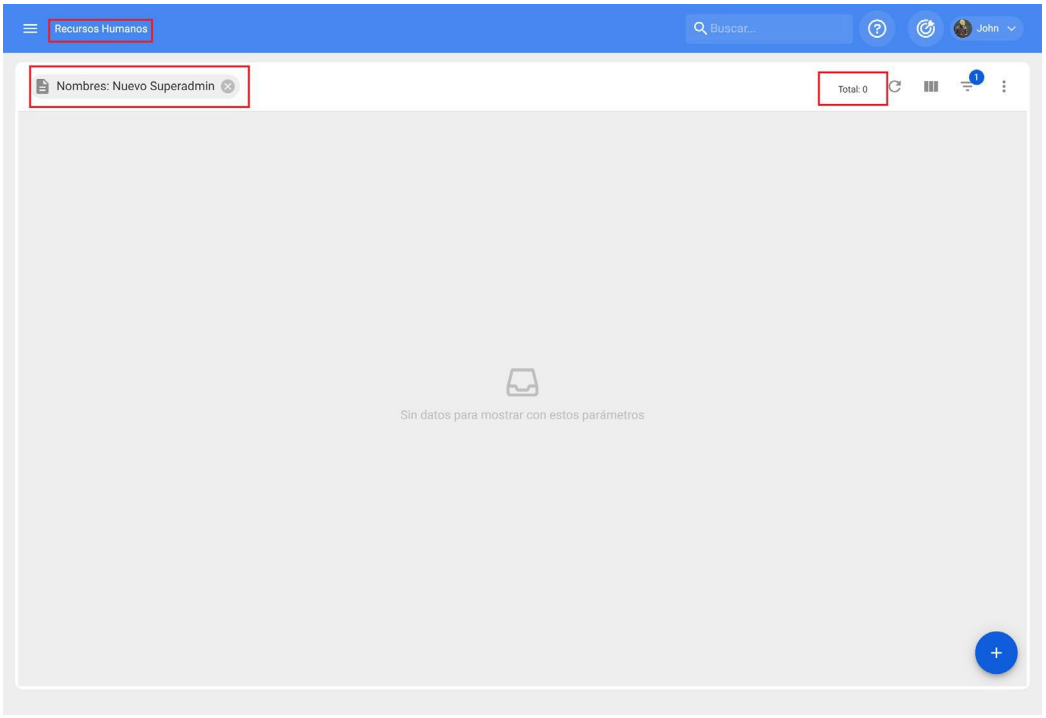
How to change the super administrator of my Fracttal account?

help.fracttal.com/en/articles/6493550-how-to-change-my-fracttal-account-superadministrator

IMPORTANT: This procedure can only be performed directly by the person who currently holds the SUPER_ADMIN or SUPER_ADMIN user of the account.

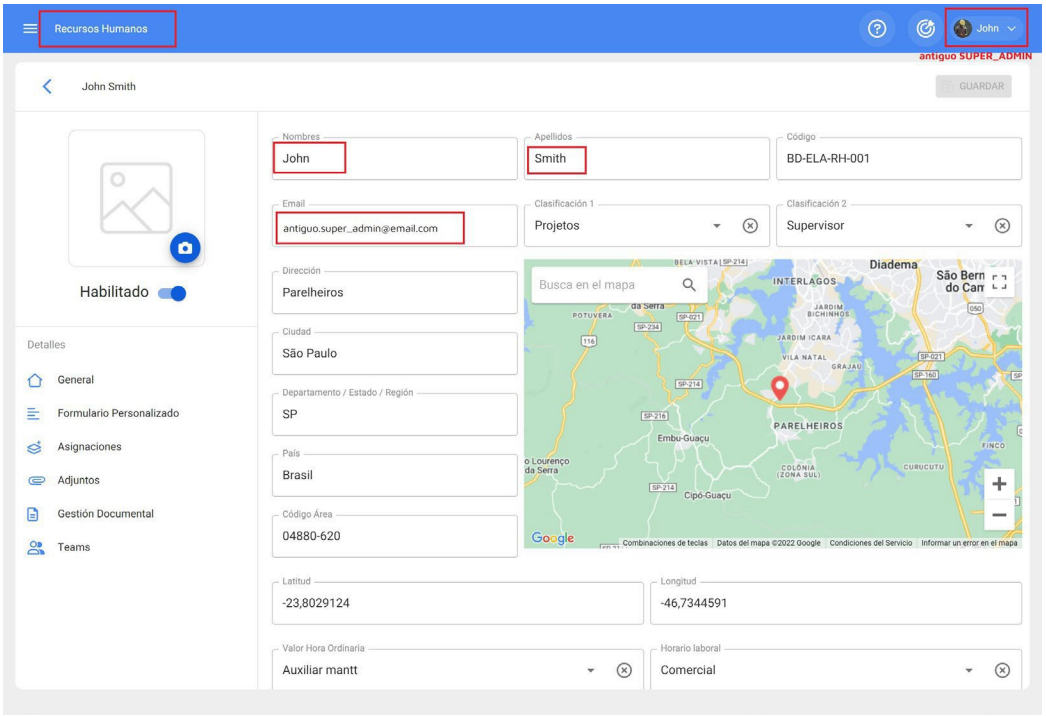
If you need to change the super administrator of the account, it is necessary to perform the following procedure:

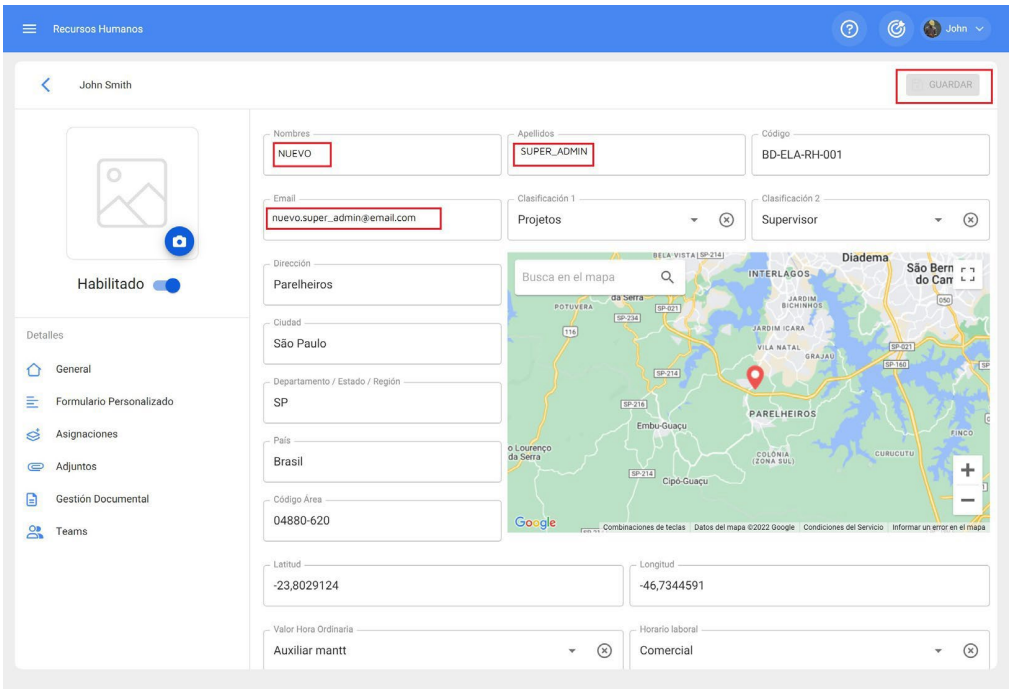
1. Verify that the person (inhouse personnel or contact within an outsourced company) that is going to be the new SUPER_ADMIN is not added in the corresponding catalog. That is, it should not be added in the Inhouse personnel or Third parties module.



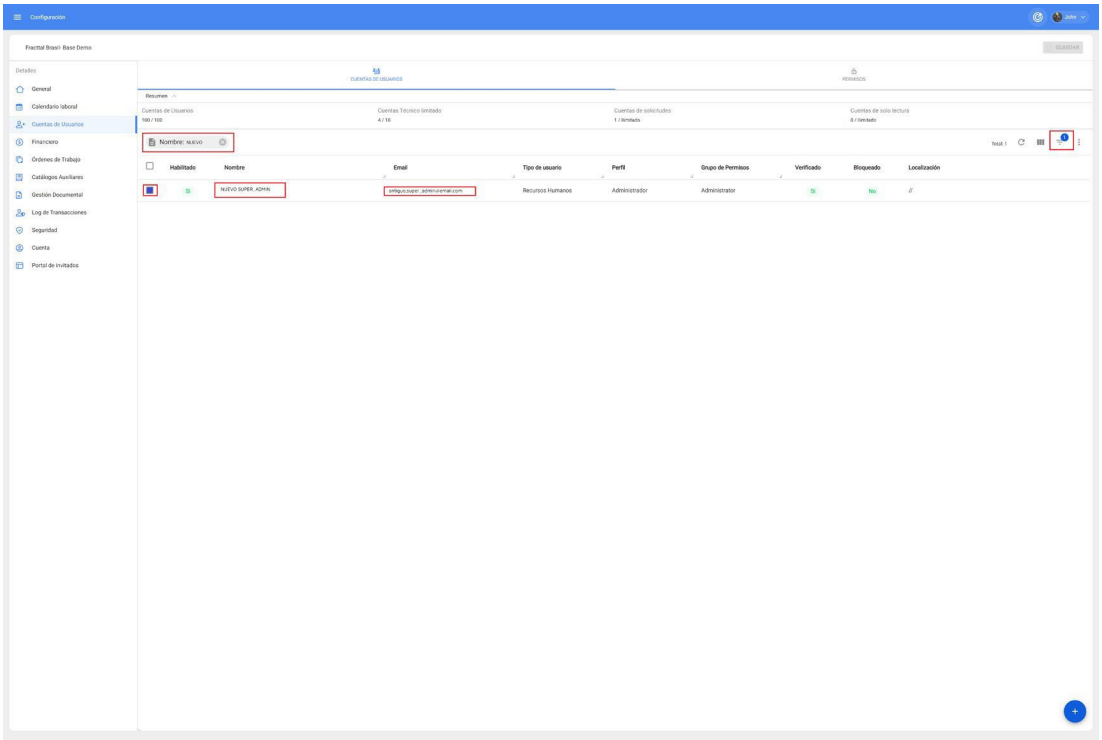
2. Once this has been verified, validate that the new email to be assigned as SUPER_ADMIN is spelled correctly.

3. Then, with the SUPER_ADMIN account, you must enter the Human Resources module to edit the profile, where you must replace the data (First Name, Last Name and Email) of the current SUPER_ADMIN with the data of the person you wish to assign as the new SUPER_ADMIN of the platform. After this, the changes made must be saved.



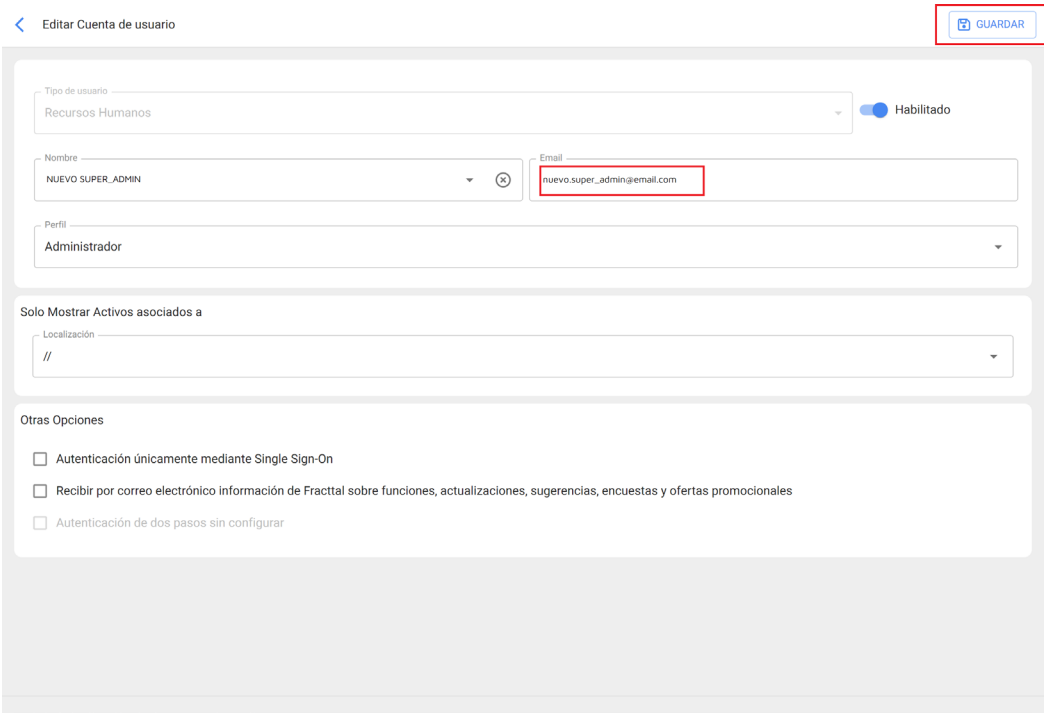


4. Immediately afterwards (with the same SUPER_ADMIN account) you must enter the Settings>User Accounts module in order to identify the user profile that you have edited (i.e. the SUPER_ADMIN profile).



Note: This will appear with the first and last name created in the Human Resources tab that was edited in the previous steps, but with the e-mail of the former SUPER_ADMIN.

5. Then, you must enter the profile identified in step 4 (that of the SUPER-ADMIN) to edit the e-mail, to do this, we only have to replace the e-mail with the new e-mail of who will be the new SUPER_ADMIN.

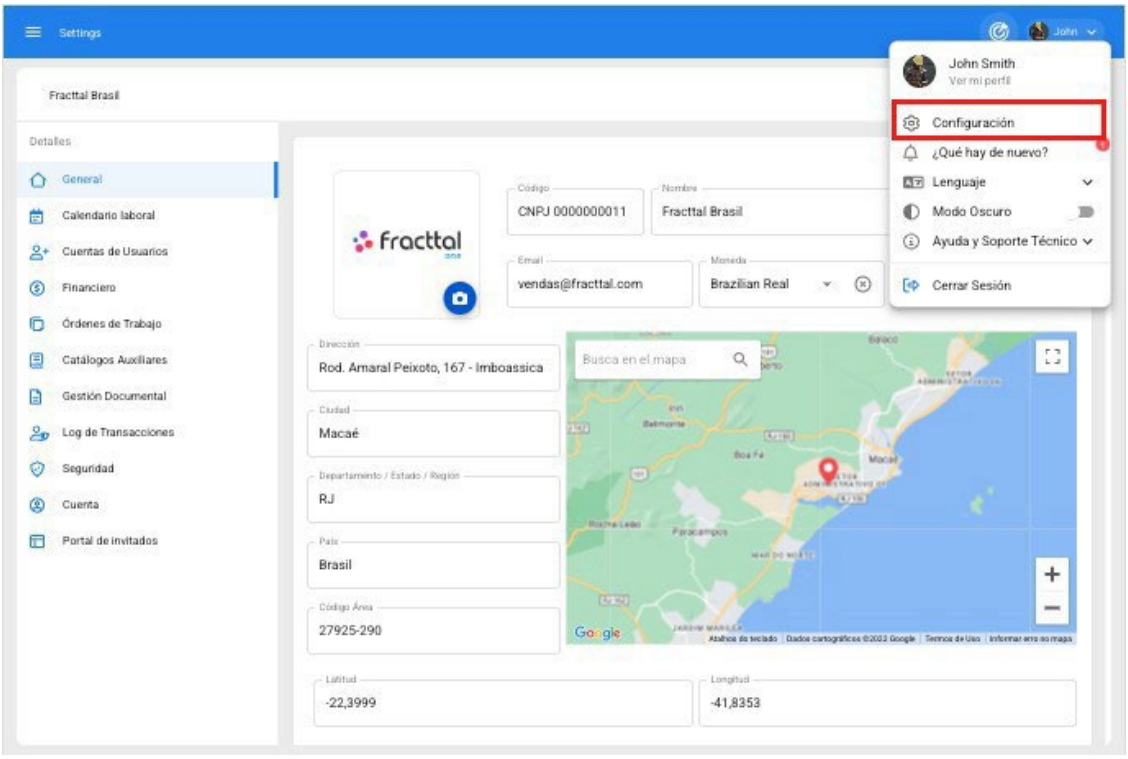


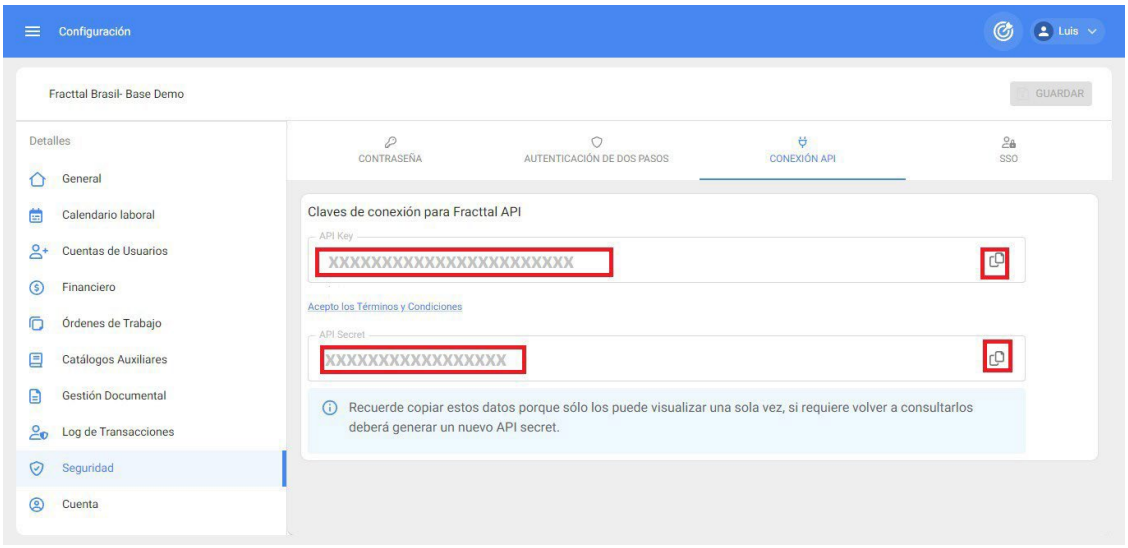
6. Finally, just click on save and the system will send an email to set the password for the new SUPER_ADMIN access to the platform.

How to connect Fracttal One with Power BI?

help.fracttal.com/en/articles/6551836-how-to-connect-fracttal-one-with-power-bi

To connect to Power BI it is necessary to access Fracttal, go to the **configuration** module >> **security** >> **API connection** and generate the API Key data.

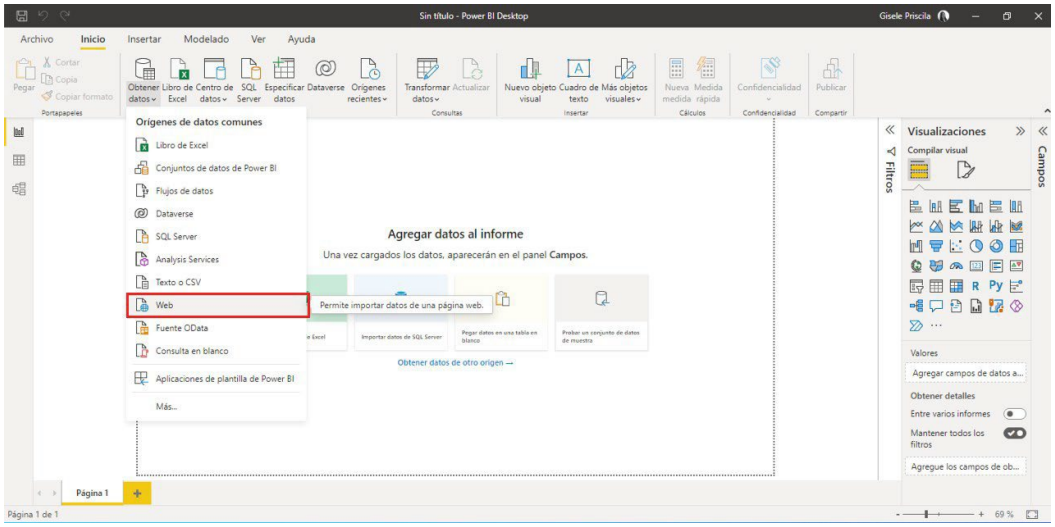




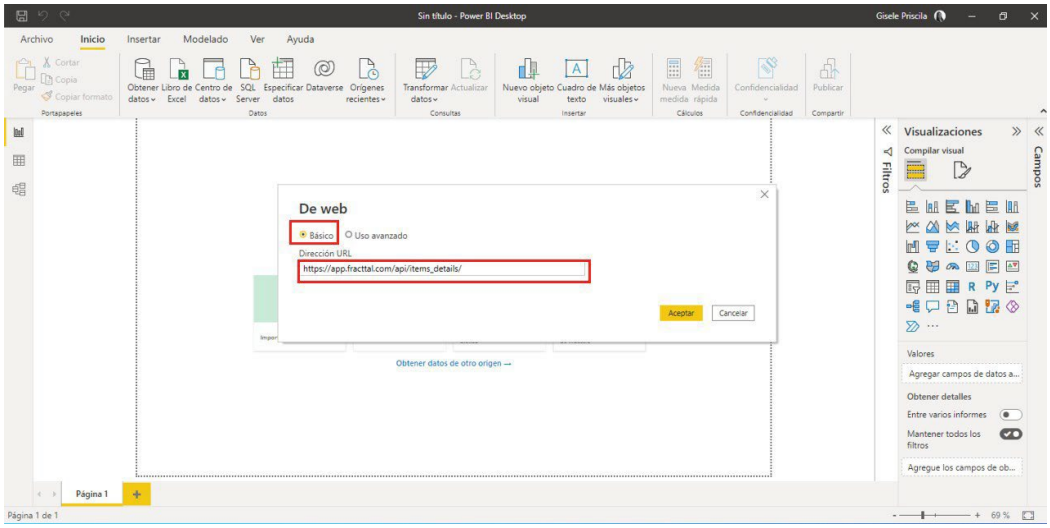
***NOTE**: Once the information has been generated, it must be saved in a notebook, since if it is generated again, for security reasons, the secret API will be changed.*

Direct connection

1. Accessing **Power BI Desktop** > by clicking on **Get data** > **Web**

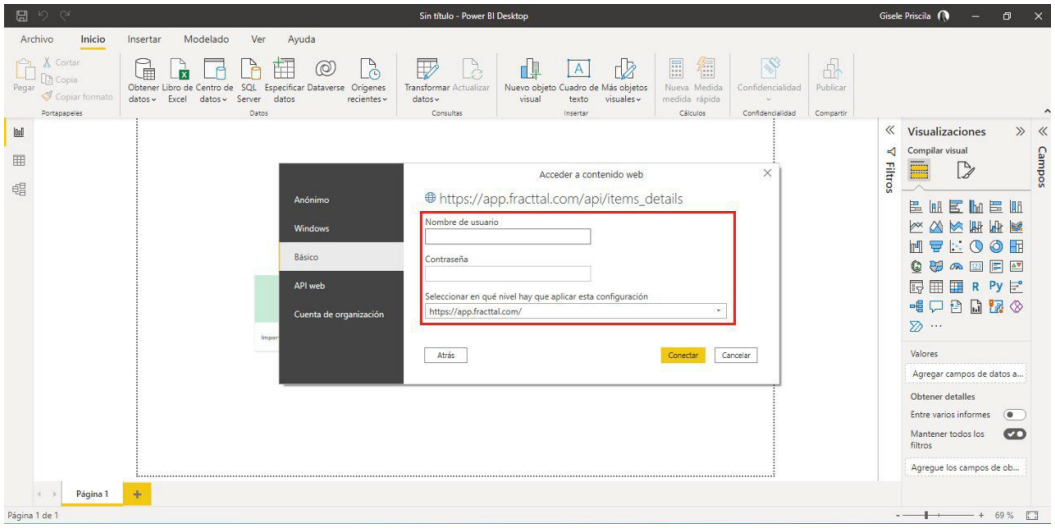


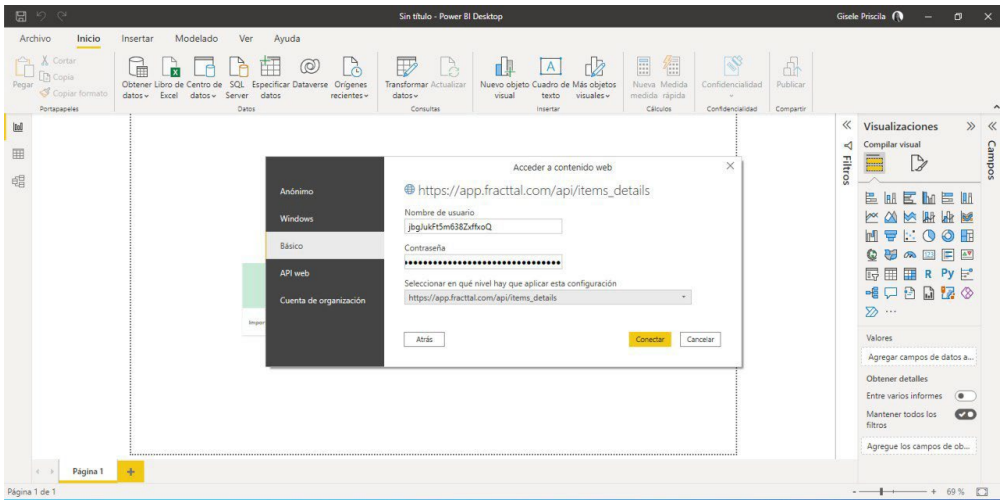
2. A window will open requesting the information "FROM WEB", we must enter the URL of the API query we are going to perform and click on 'accept'.



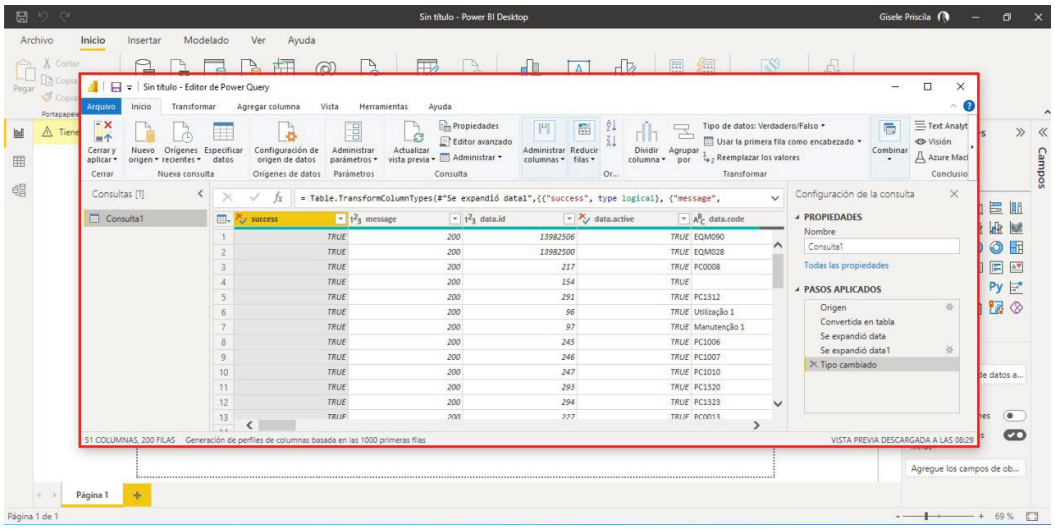
***NOTE**: To access the URL's of the APIs you can enter the site: https://help.fracttal.com/pt-BR/collections/3287833-fracttal-api*

3. Then, go to "**BASIC**", in the 'username' field we enter Fracttal's data "**API Key**", in the password field we enter Fracttal's data "**API Secret**", select the API we are going to query and finally select "**Connect**".





4. Once the previous window is loaded, it shows the details of the query performed.



Note: You may also be interested in the following article

How to automatically update a PowerBi report?

How to create a free Fracttal One account (Fracttal One Free)?

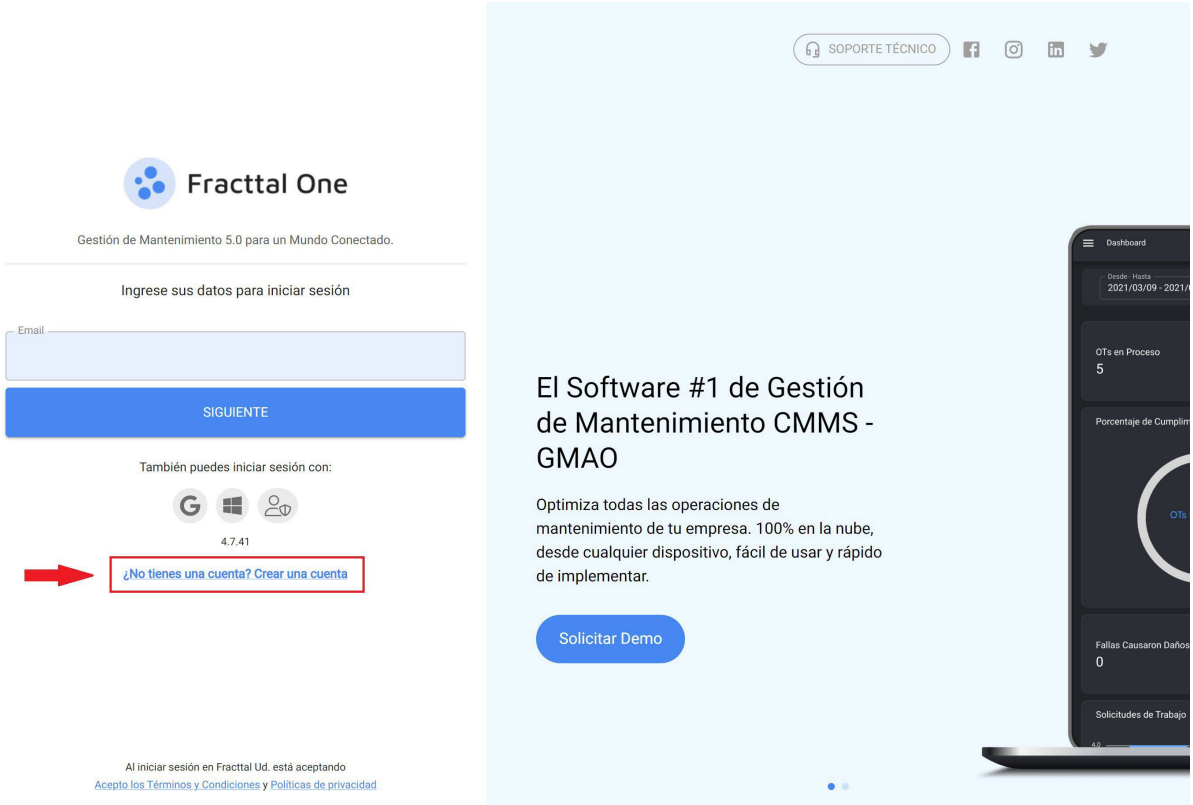
help.fracttal.com/en/articles/6110489-create-a-free-account-in-fracttal-one-fracttal-one-free

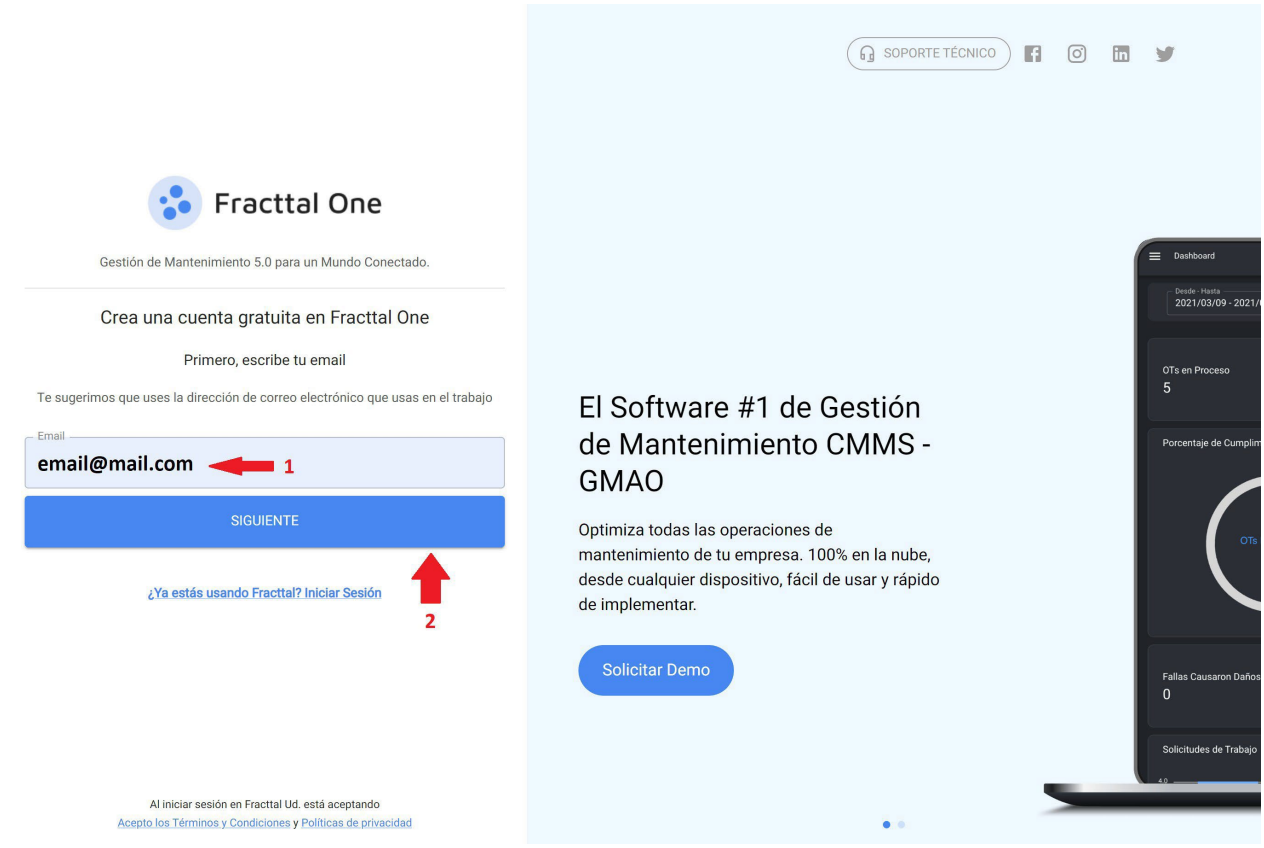
Our free version of Fracttal One, Free, offers a light form of our CMMS/GMAO Fracttal One, in a 100% cloud solution, accessible from any location and device with the same quality, security and infrastructure of our Fracttal solutions.

Fracttal One Free includes the ability to record unlimited assets such as equipment and locations, technicians and inhouse personnel, access to create planned and unplanned work management, work order management, business intelligence and much more. It is an ideal solution to take the first step and switch from spreadsheets and even pen and paper, to being able to truly manage.

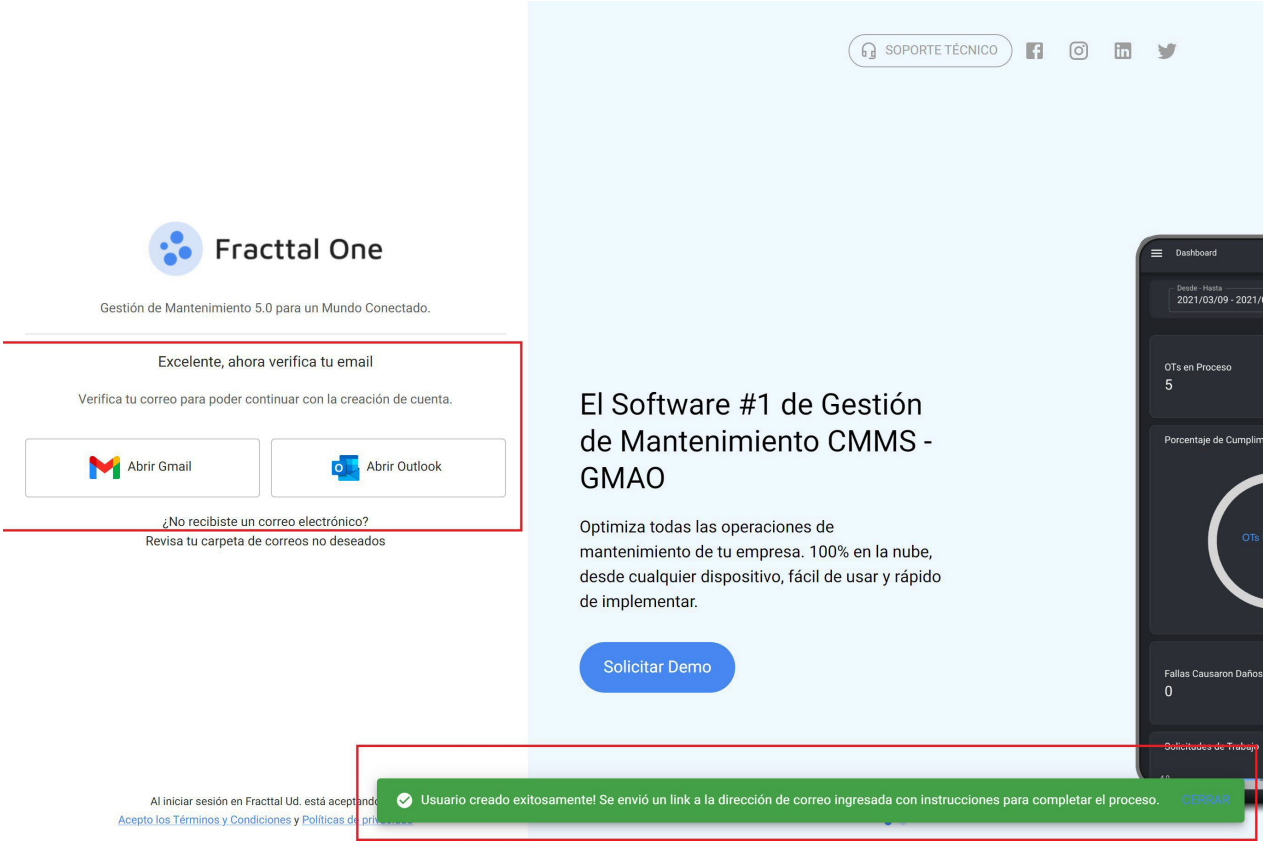
To create an account in Fracttal One Free you must click on the following button. Login to Fracttal One

When you log in, the system will display the Fracttal One login site, then just click on the option '*Don't have an account? Create an account'* and follow the steps:

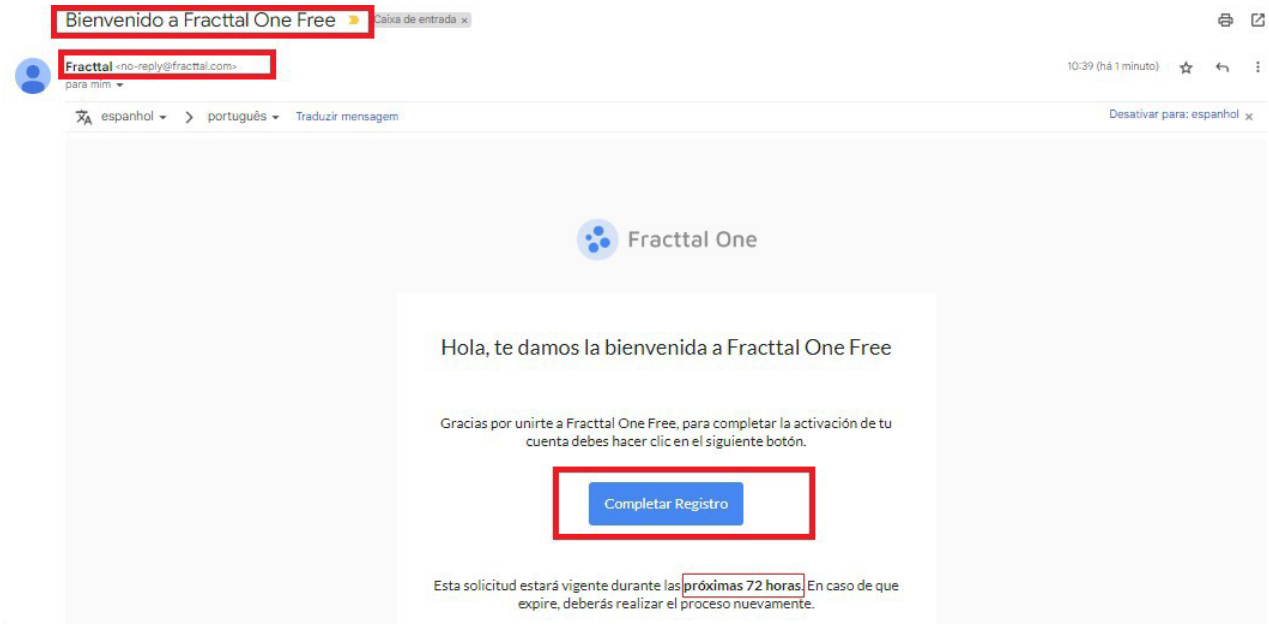




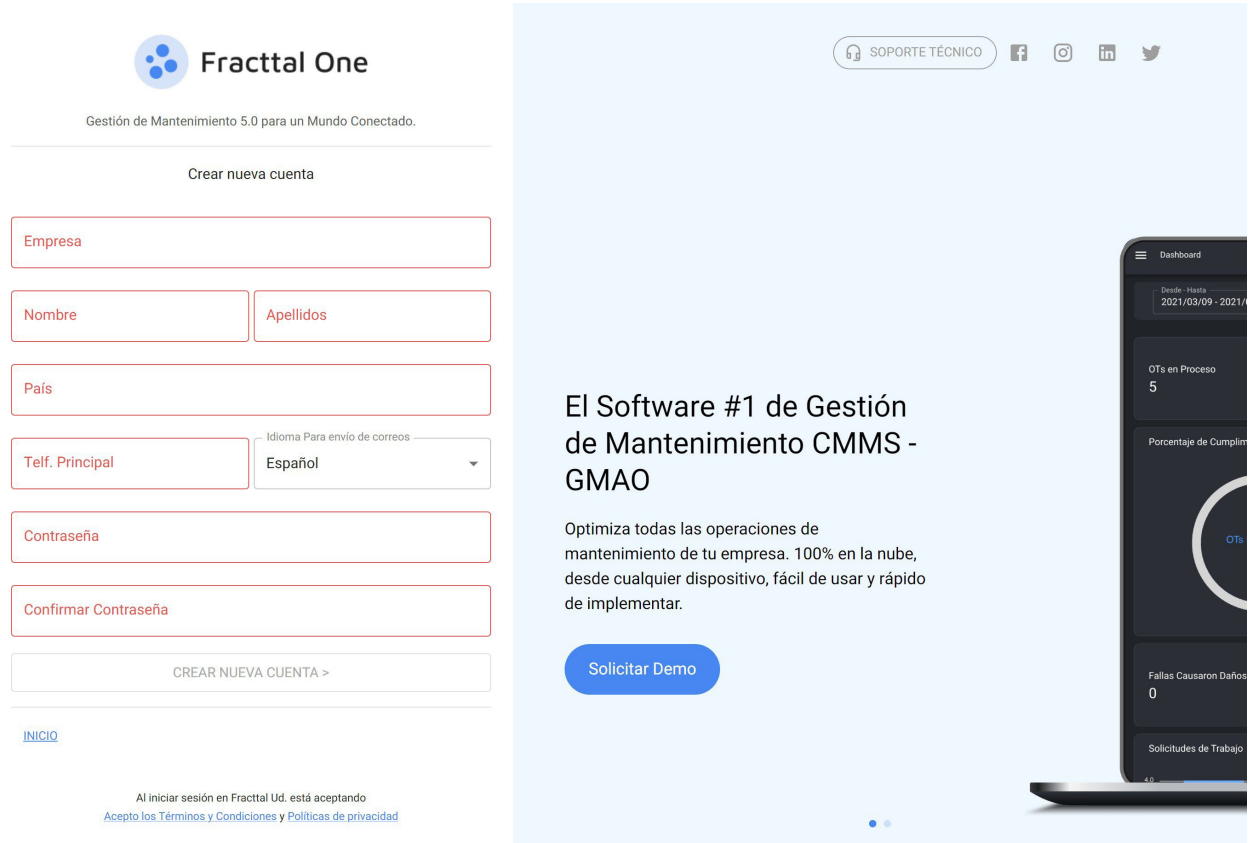
Then, the system will send an e-mail with instructions to continue the process of creating your Fracttal Free user:



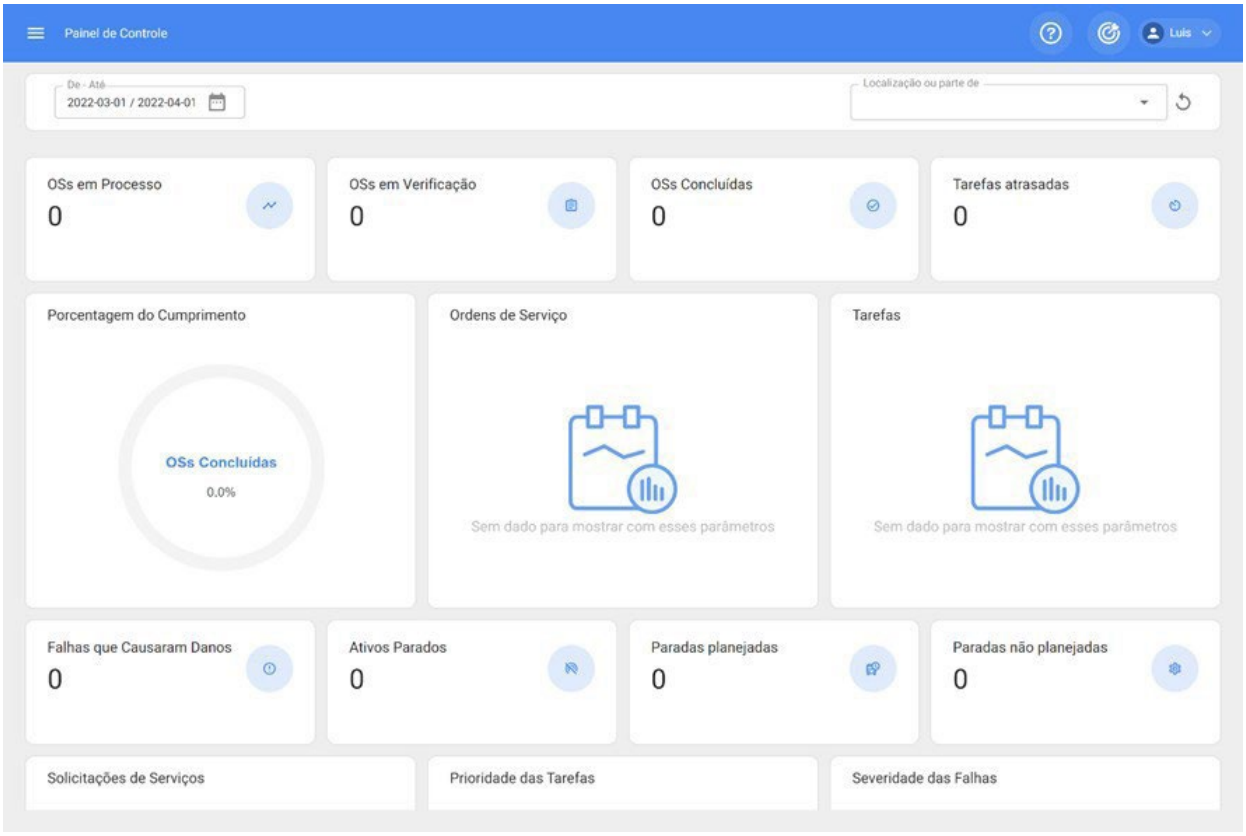
In your inbox (or spam folder) you will receive the following e-mail with the link to complete the process of creating your Fracttal Free account, you must click on the blue button '*complete registration*':



To complete the registration, you must enter the requested data and click on the following button
'create new account':



With this, you will finally be able to log in to Fracttal One Free, your free account, by logging into the site with your e-mail and the password you created.


Painel de Controle
Luis
De - Até
2022-03-01 / 2022-04-01
Localização ou parte de
OSs em Processo
0
OSs em Verificação
0
OSs Concluídas
0
Tarefas atrasadas
0
Porcentagem do Cumprimento
OSs Concluídas
0.0%
Ordens de Serviço
Sem dado para mostrar com esses parâmetros
Tarefas
Sem dado para mostrar com esses parâmetros
Falhas que Causaram Danos
0
Ativos Parados
0
Paradas planejadas
0
Paradas não planejadas
0
Solicitações de Serviços
Prioridade das Tarefas
Severidade das Falhas

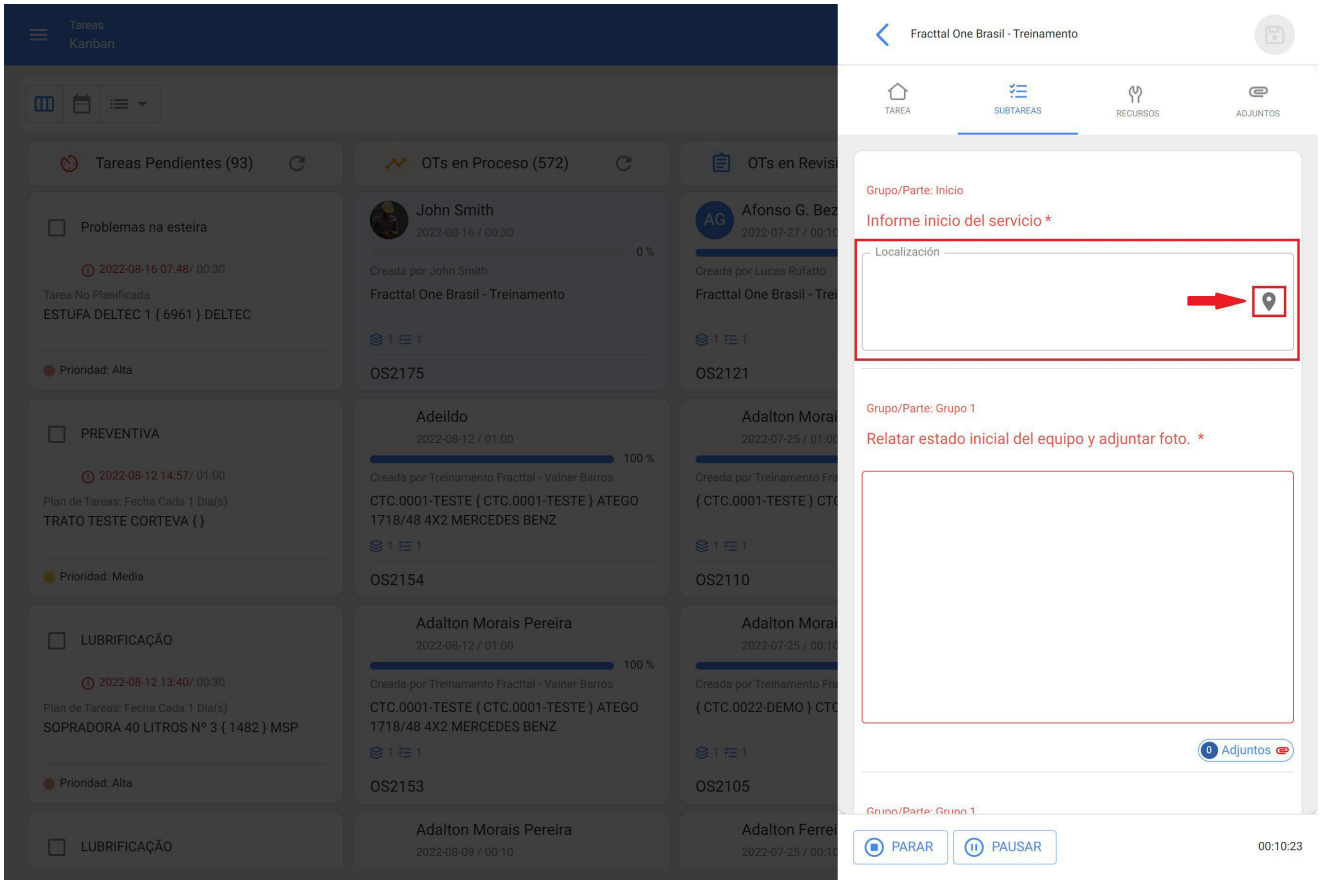
How to cancel subtasks within a WO?

help.fracttal.com/en/articles/6475169-how-to-downgrade-to-subtasks-within-a-OT

Subtasks model the step-by-step or maintenance procedure to be executed by technicians when performing a WO. These subtasks are created at the time of creating a work management, as explained in step 2 of the following article: how-to-add-a-task-schedule.

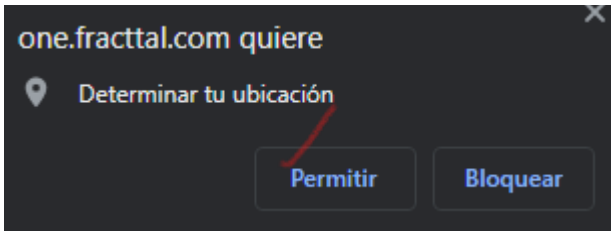
Now, once that task is inside a WO, each subtask should be completed so that the task itself can be declared 'executed'. We will see in this article how to terminate the different types of subtasks.

GPS type subtask:

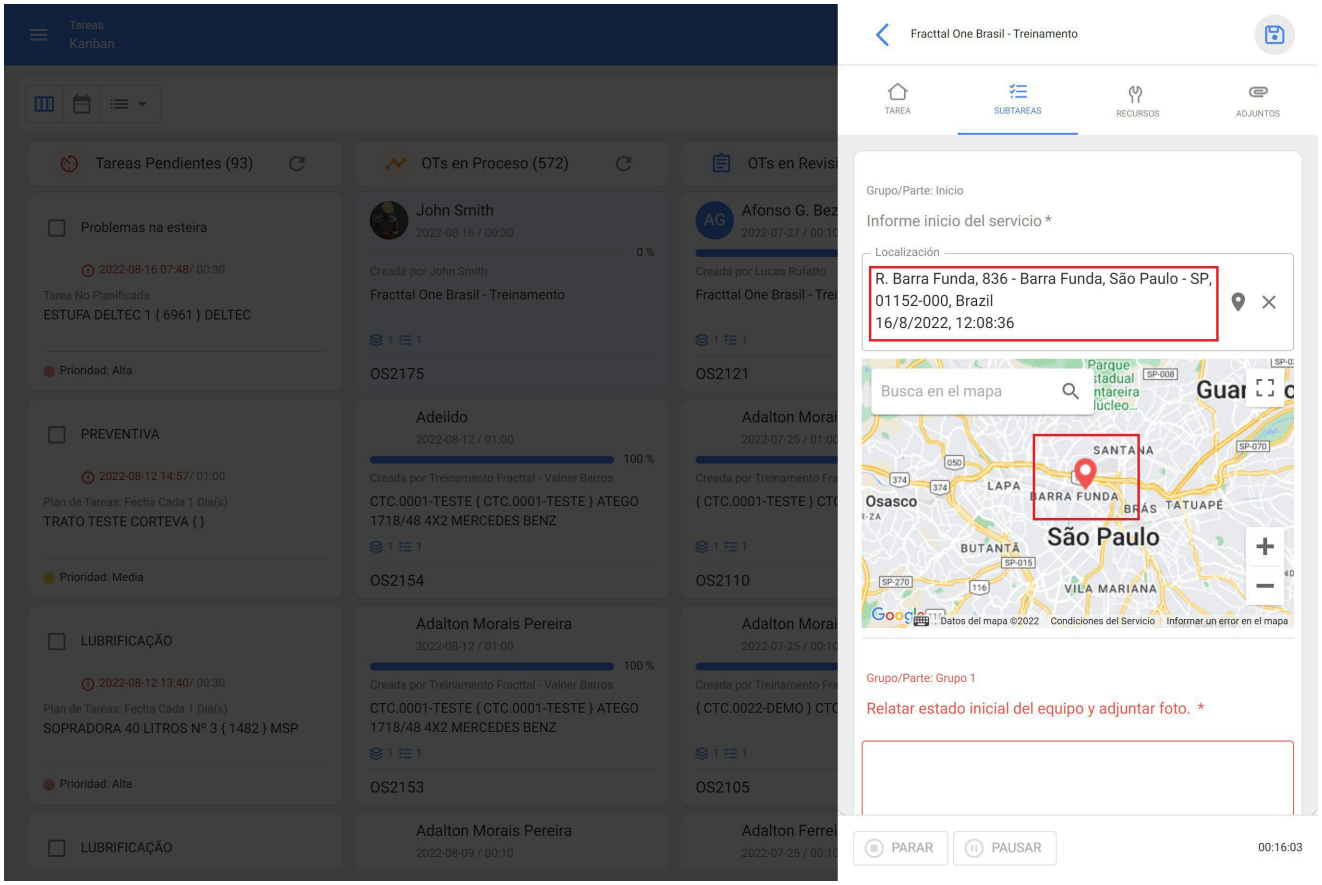


The GPS type subtask is displayed within the WO as a box with a geolocation indicator on the right. To cancel this type of task, just click on this indicator.

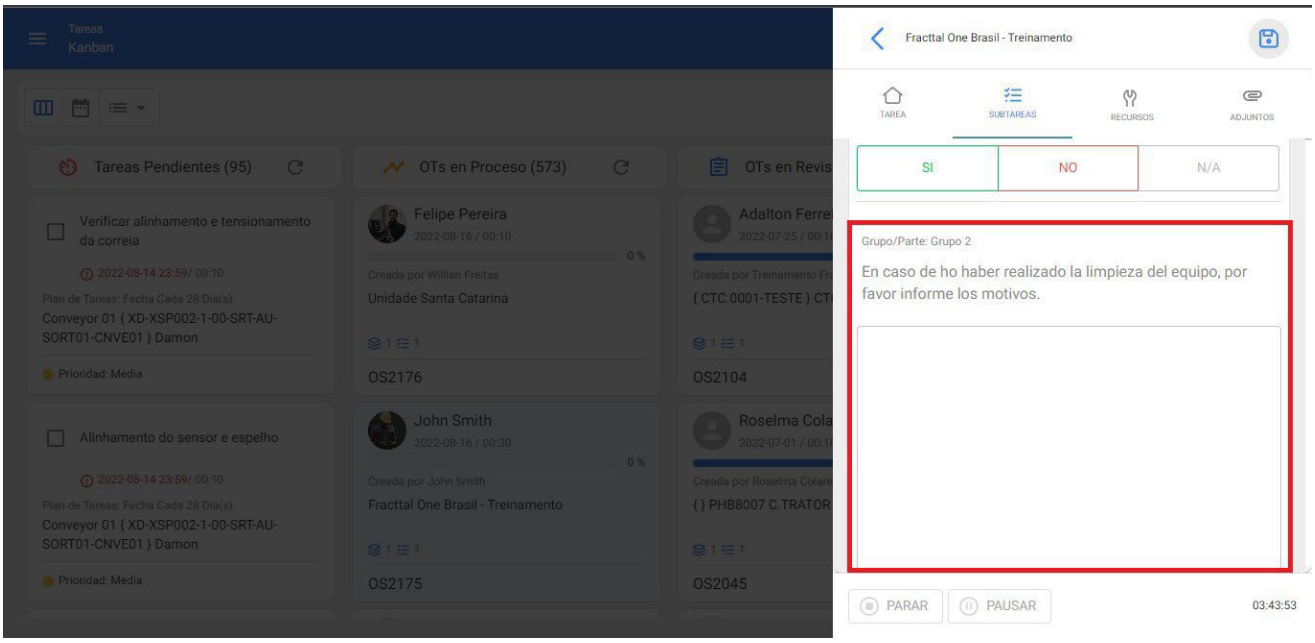
Note: requires GPS (location) permission to be granted to Fracttal One in order for the log to be taken:



When clicked, the system automatically records the place and date when the subtask was deleted:

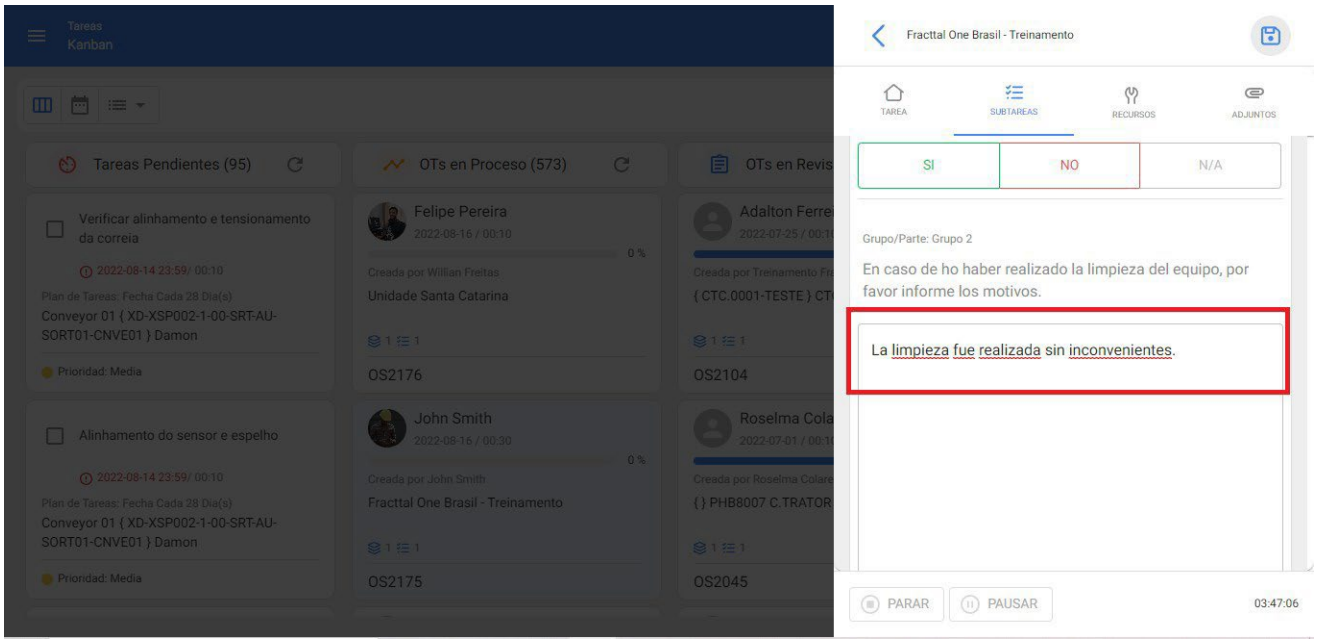


Subtask type Text:

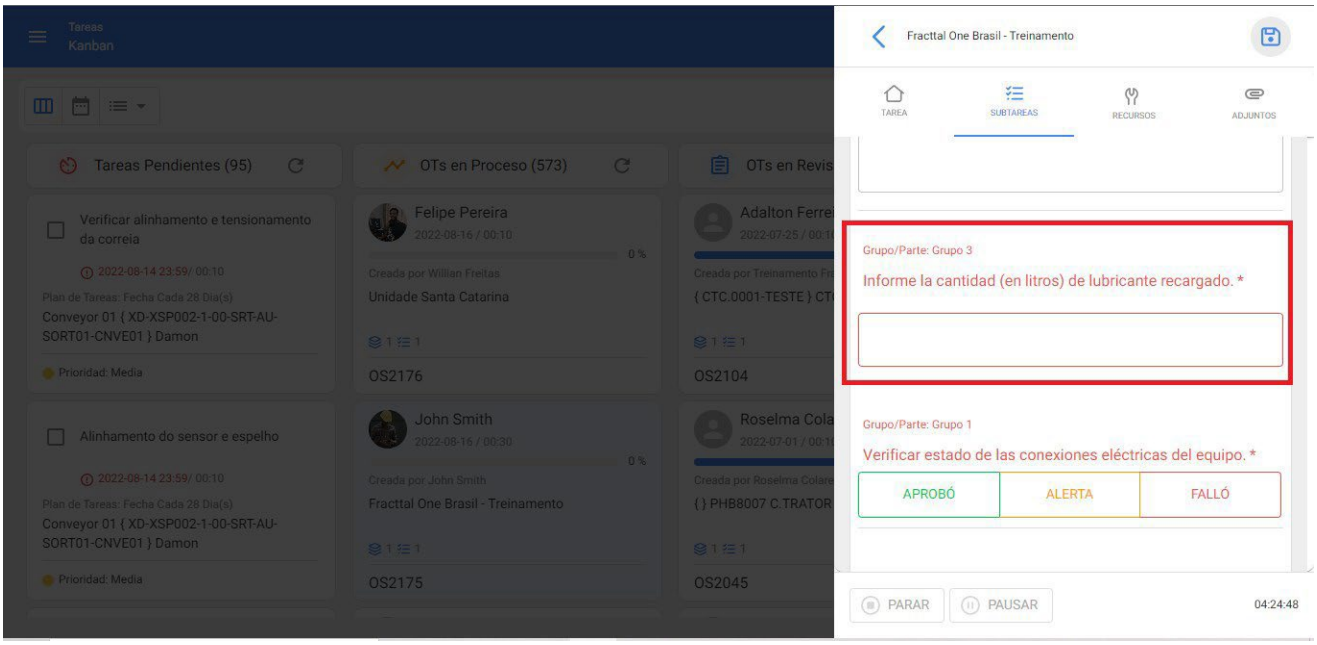


The text type subtask is shown inside the WO as a box to be filled in by the technician with the information requested in the description, accepting alphanumeric characters.

To terminate or cancel this type of subtasks it is necessary to add a text in the corresponding box:

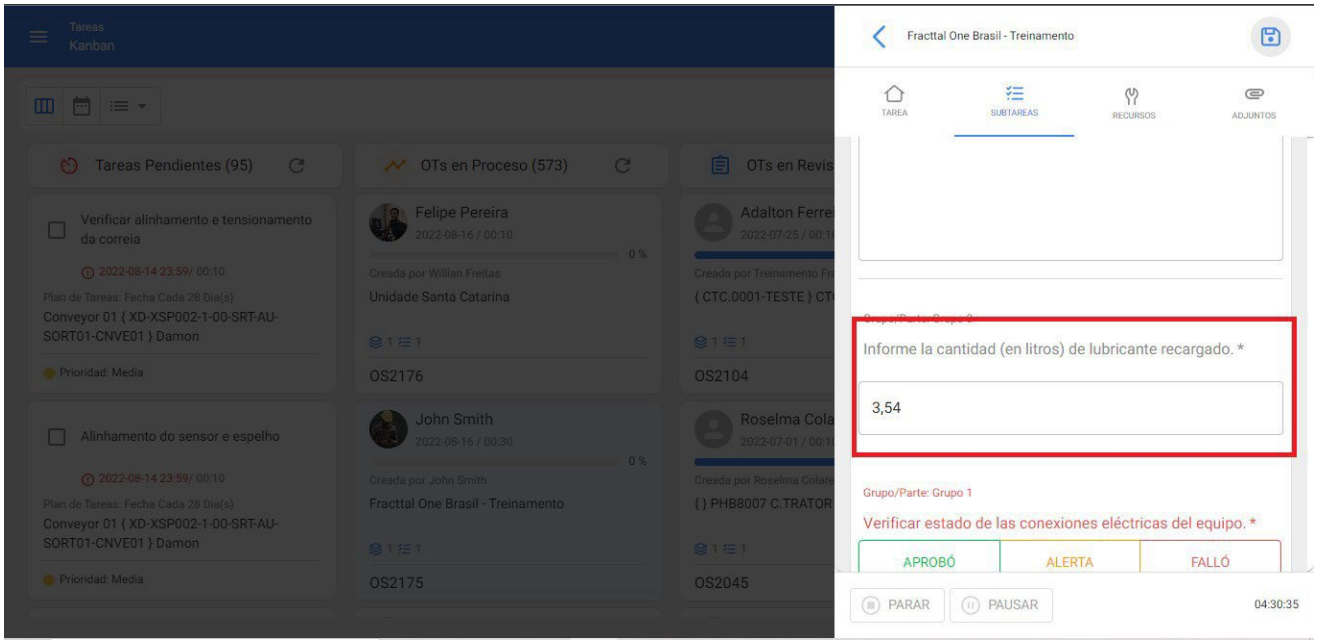


Subtask type Number:

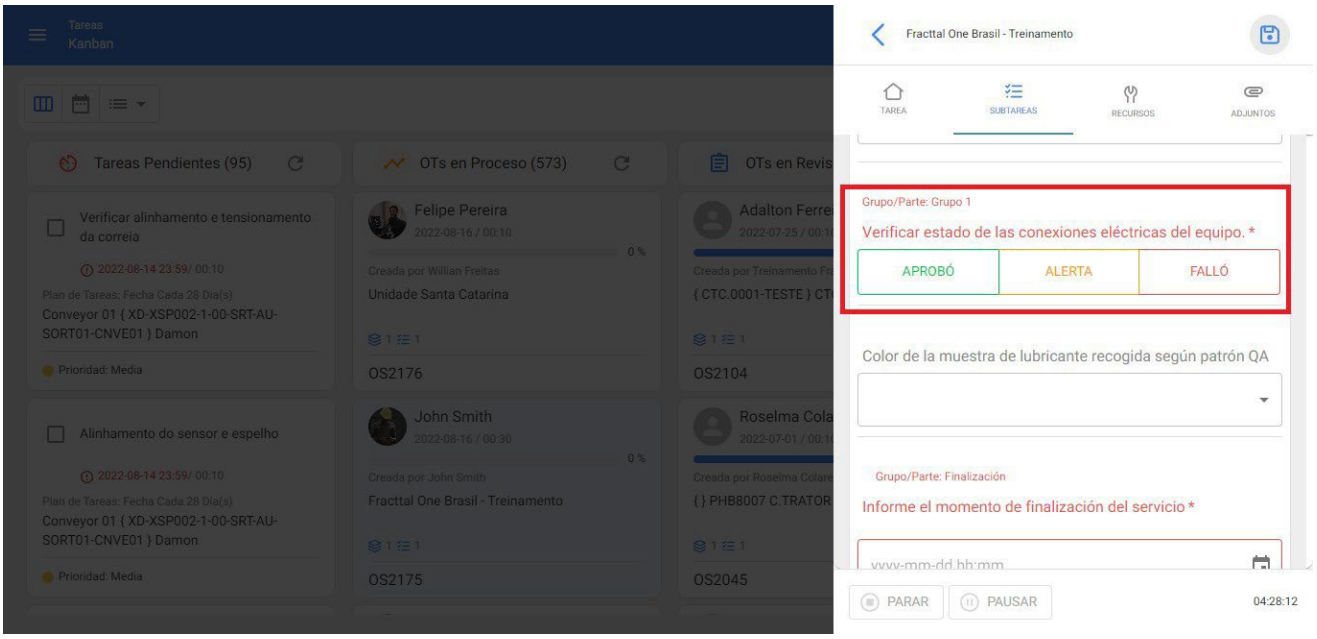


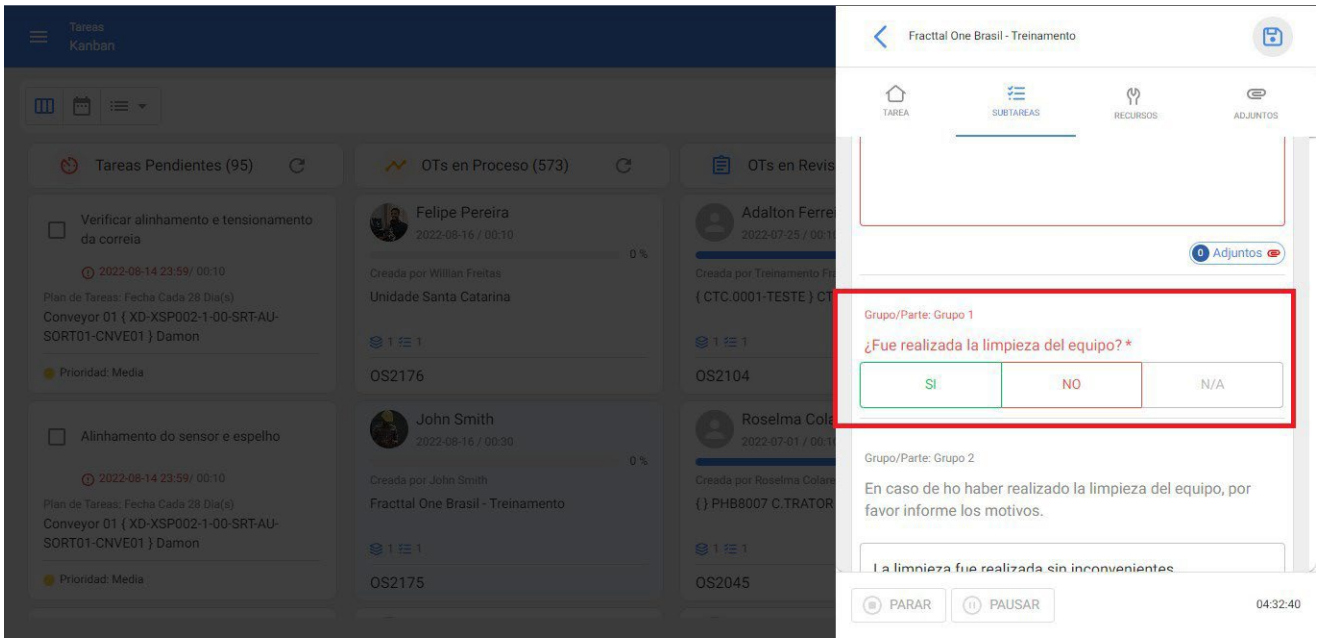
The subtask of type number is shown inside the WO as a box to be filled by the technician with the numerical information requested in the description, accepting only decimal numbers.

To finalize or cancel this type of subtask, it is necessary to add the requested quantity in the corresponding box:



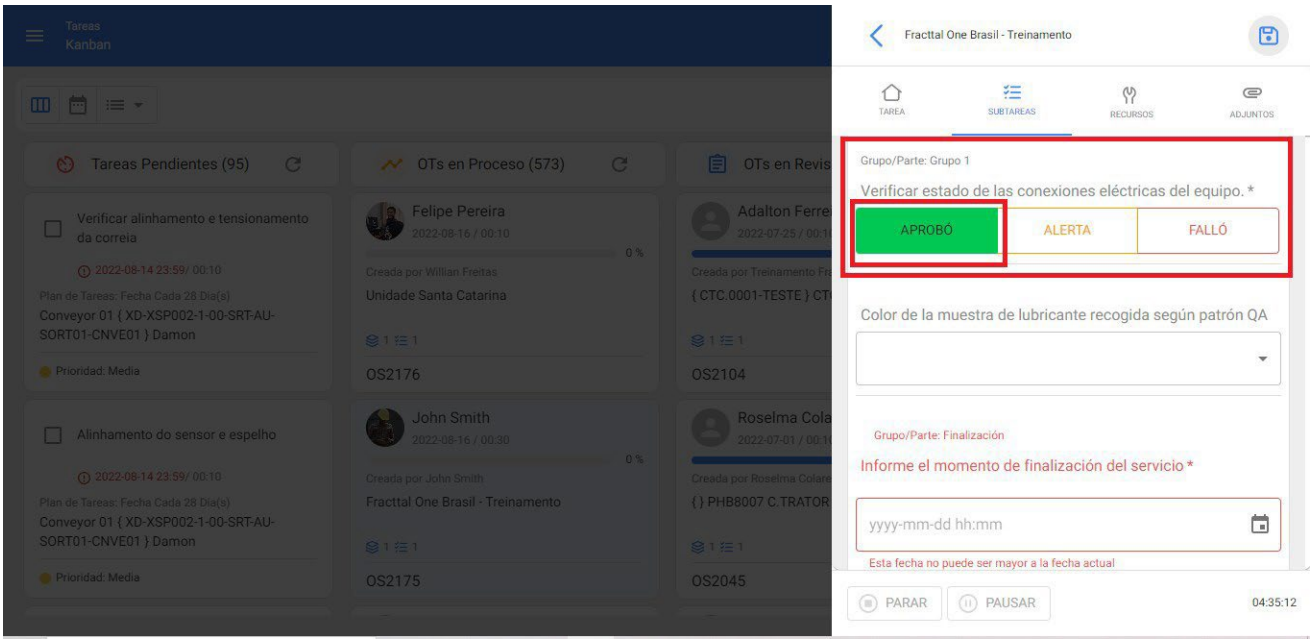
Subtask type Verification and type Yes/No:



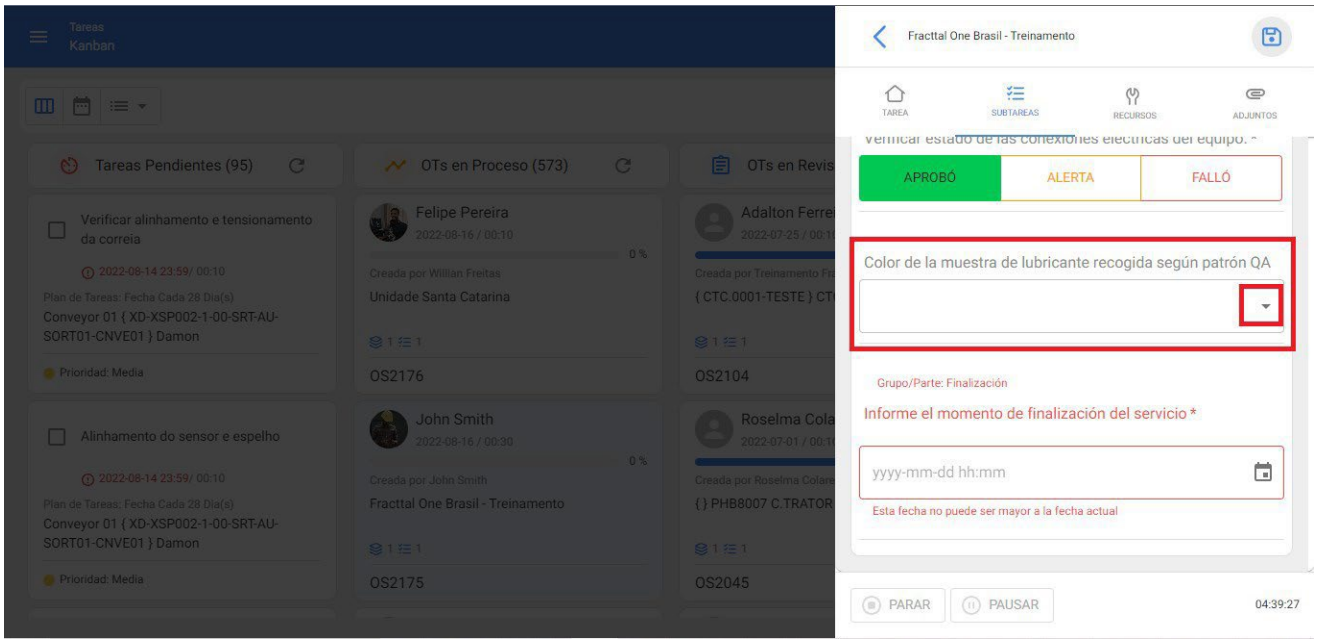


This type of subtasks are shown within the WO as three possible options that the technician must answer according to the information requested in the description, accepting only one option.

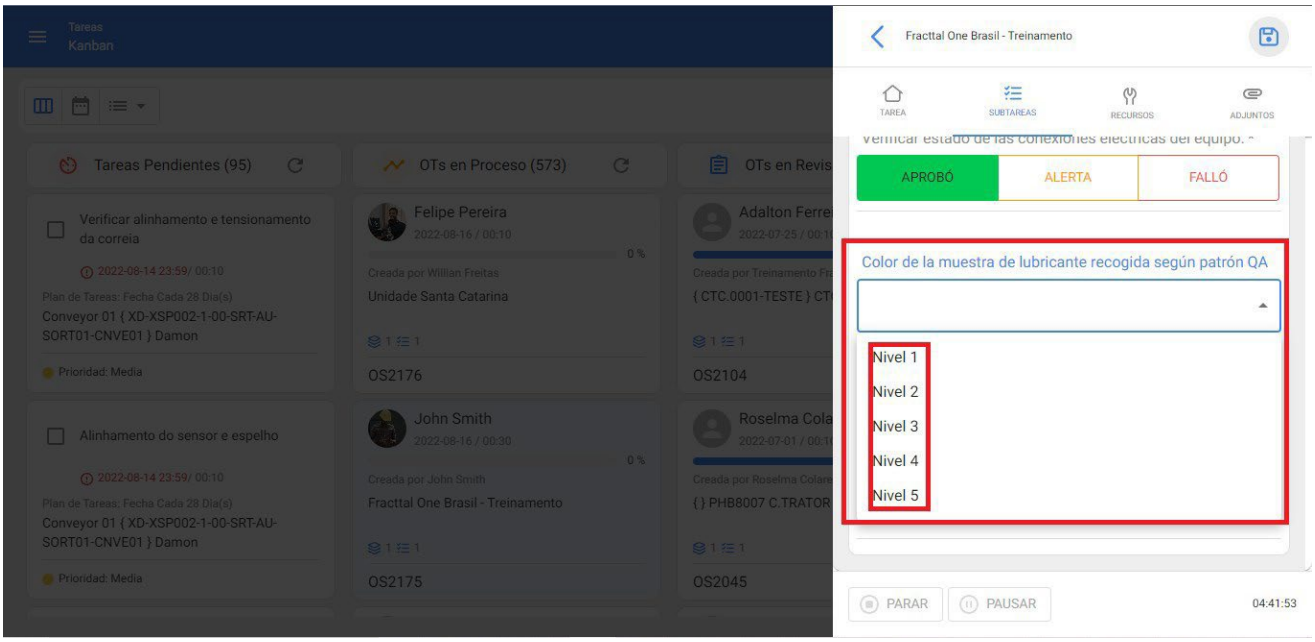
To terminate or cancel this type of subtasks it is necessary to click on the corresponding option:



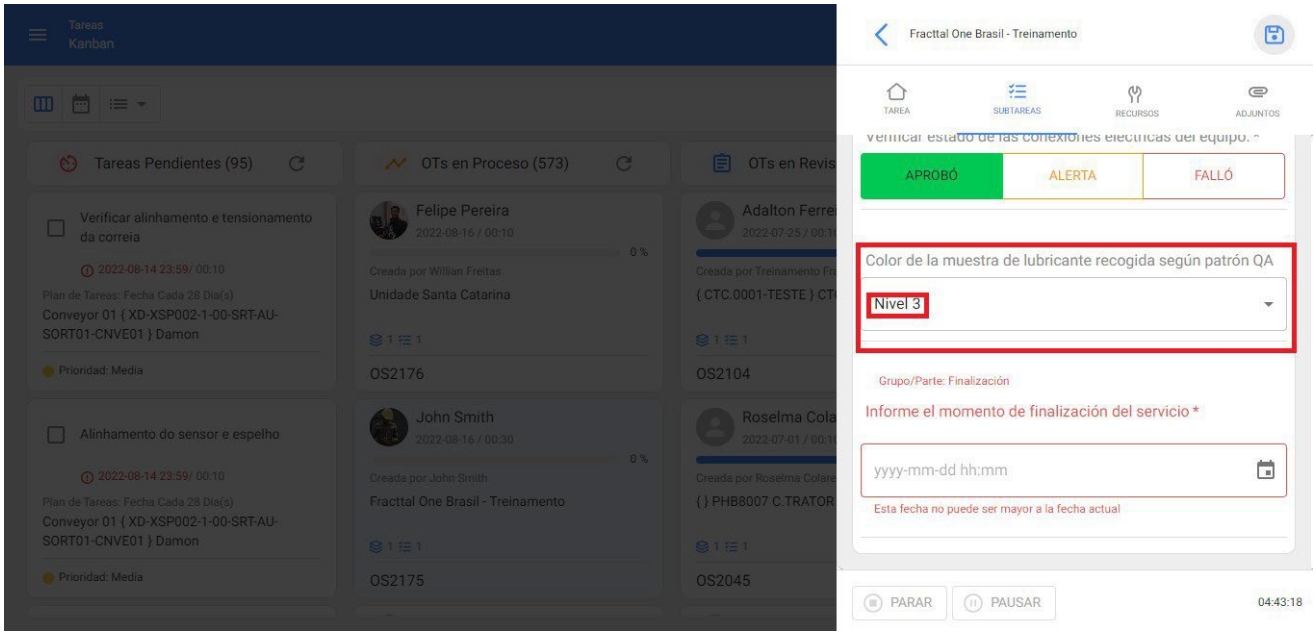
Subtask type List:



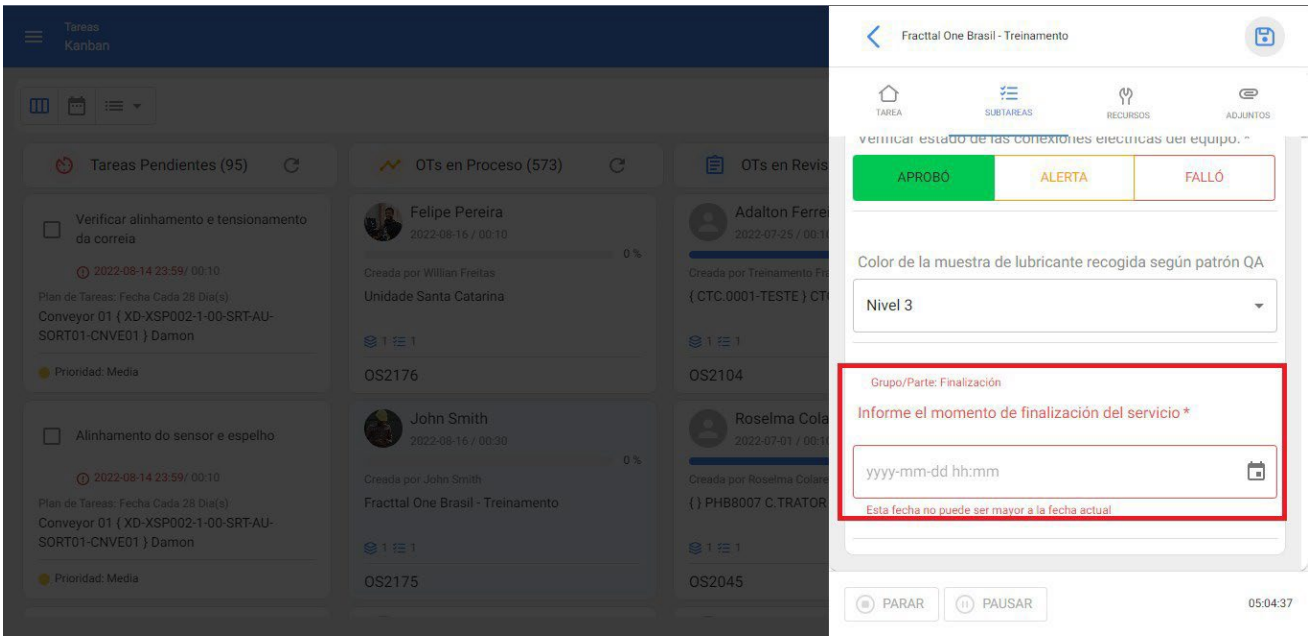
The list-type subtask is displayed within the WO as a box with a list indicated by the arrow to the right of the box, which displays a list of possible response options to the information requested in the description:



To terminate or cancel this type of subtasks it is necessary to choose the corresponding option from the list shown:

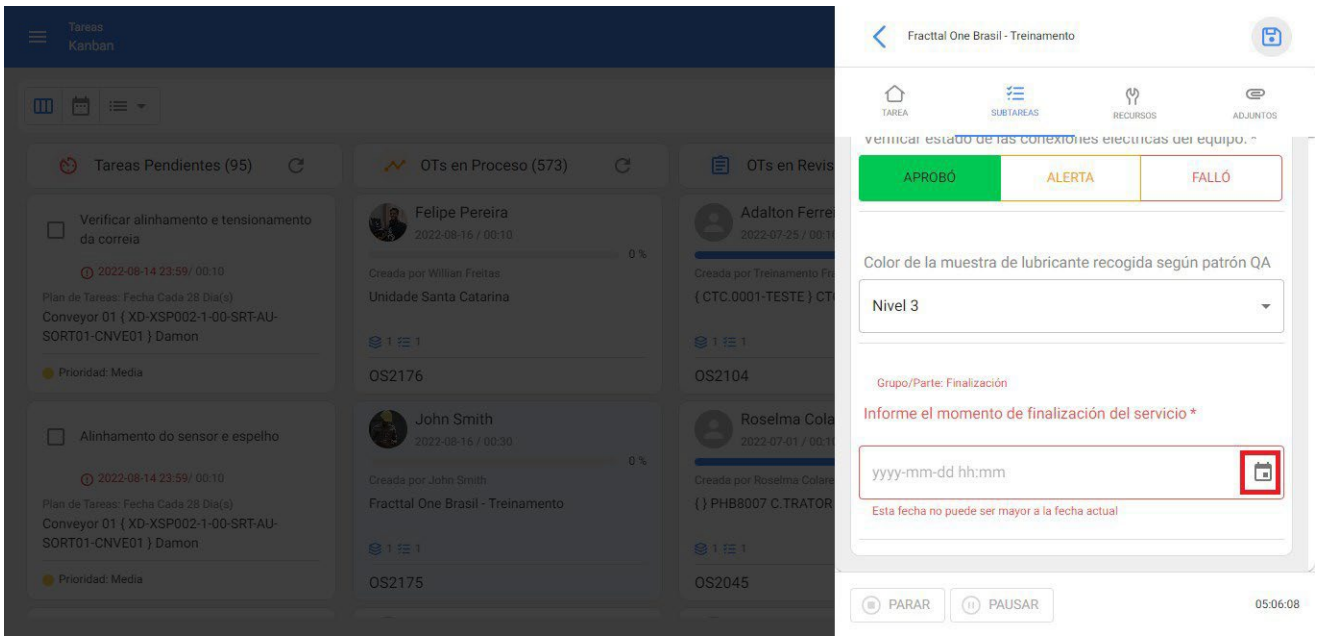


Subtask type Date and Time:

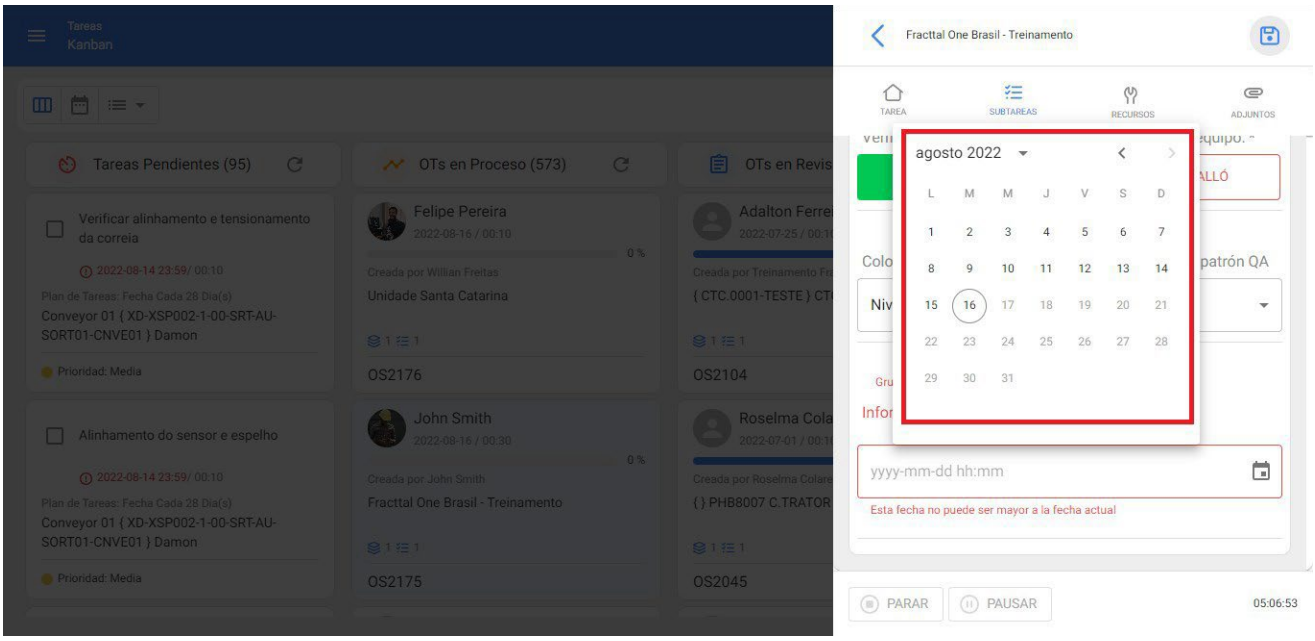


The Date and Time type subtask is displayed within the WO as a box to be filled in by the technician with a date and time as requested in the description.

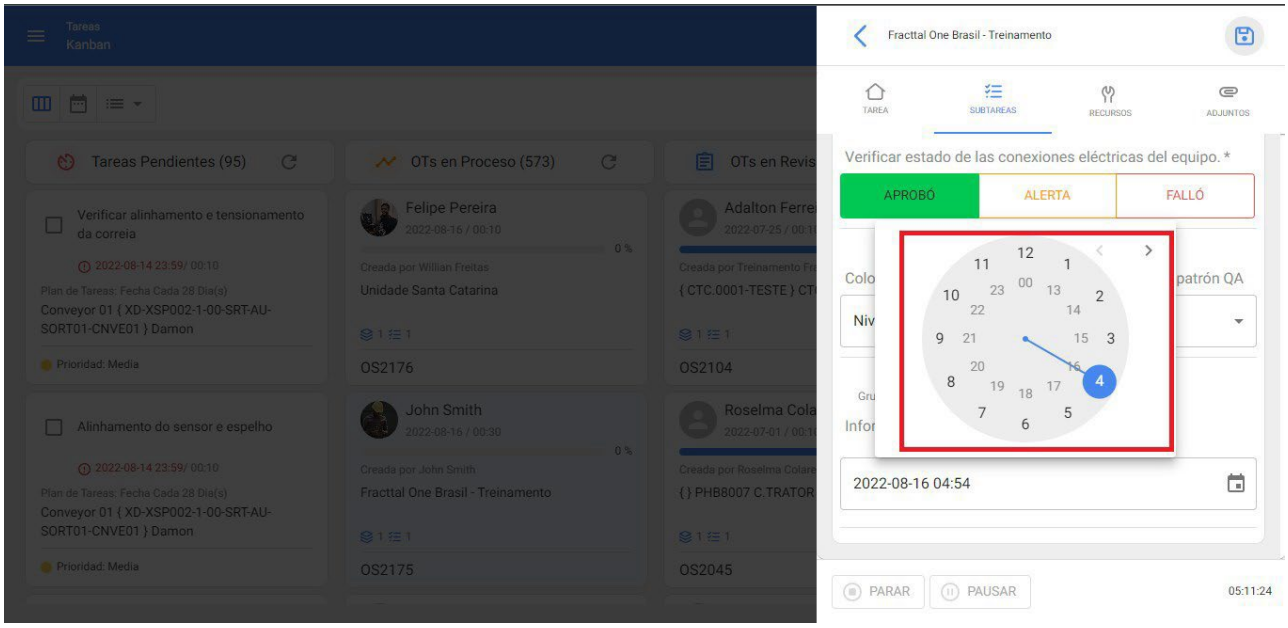
To end or cancel this type of subtask, click on the calendar indicator button to the right of the box:

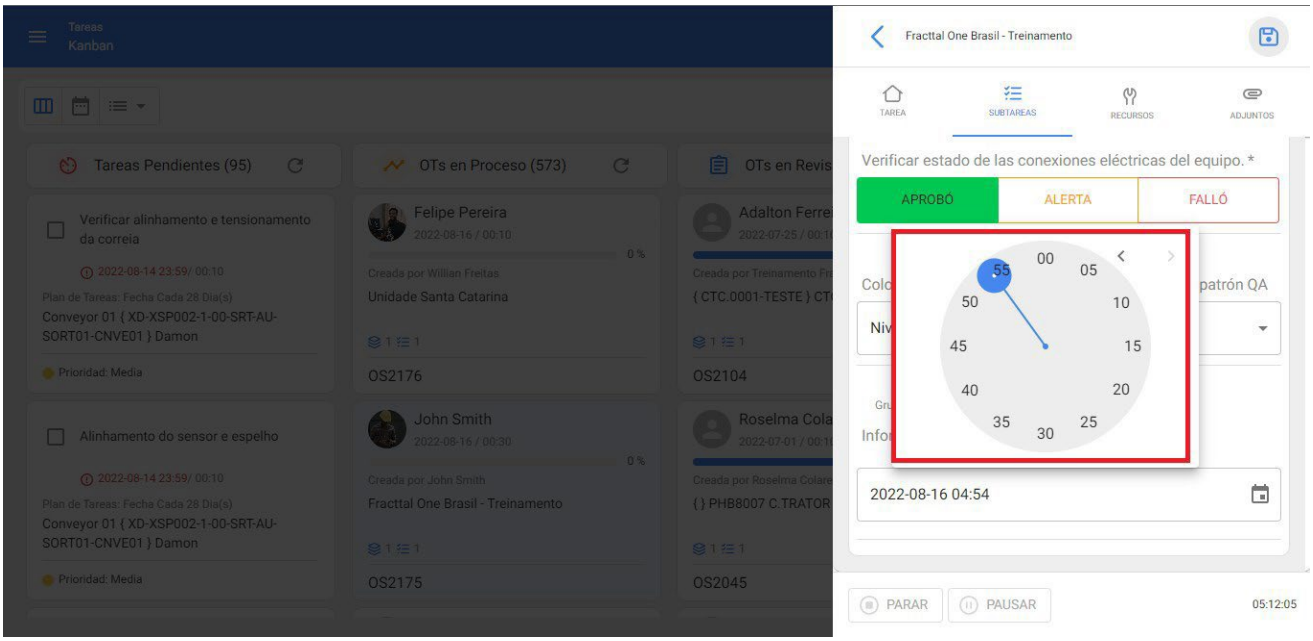


When clicked, a calendar is displayed to indicate the day, month and year of the requested date:

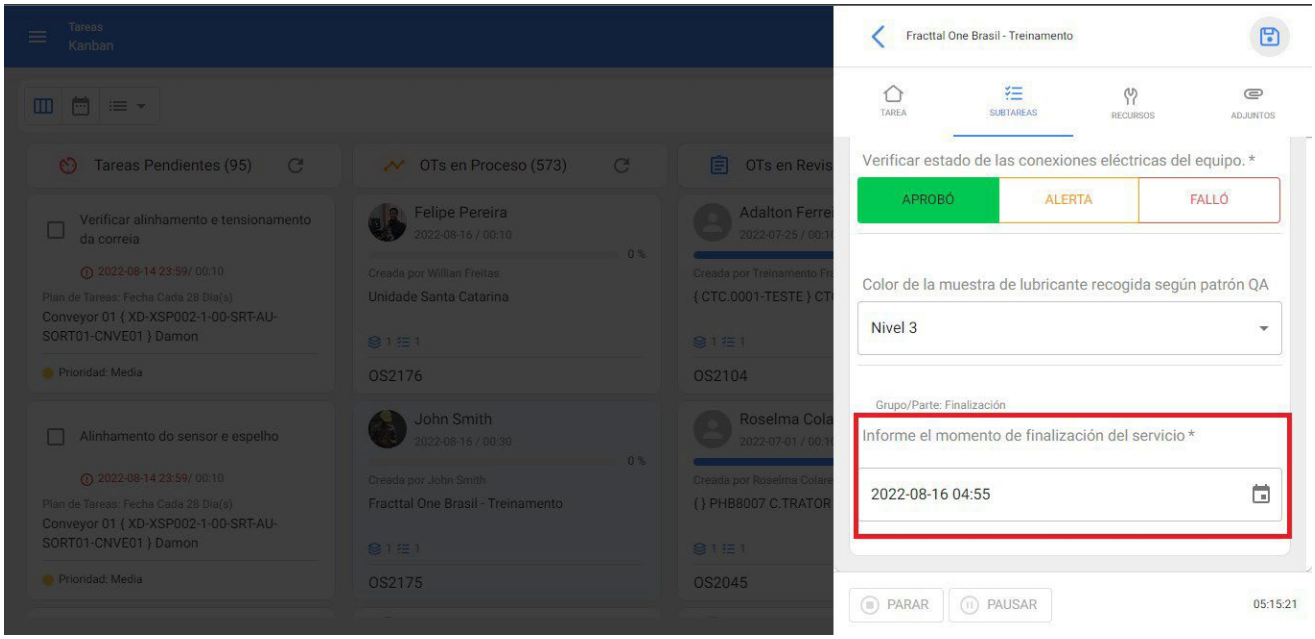


When the date is chosen, a clock is immediately displayed to enter the hour and minutes of the requested date:



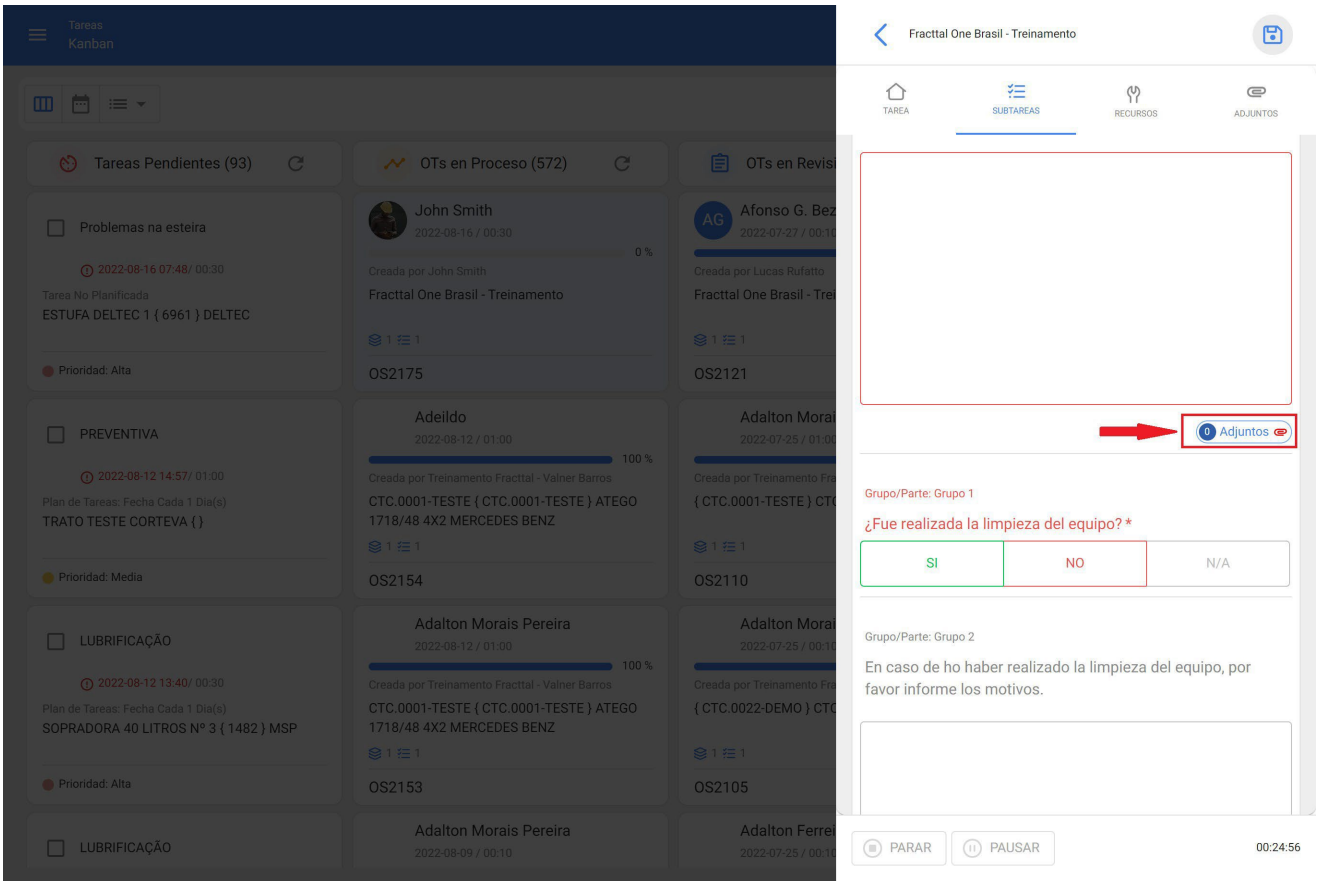


This records the date and time reported by the technician:

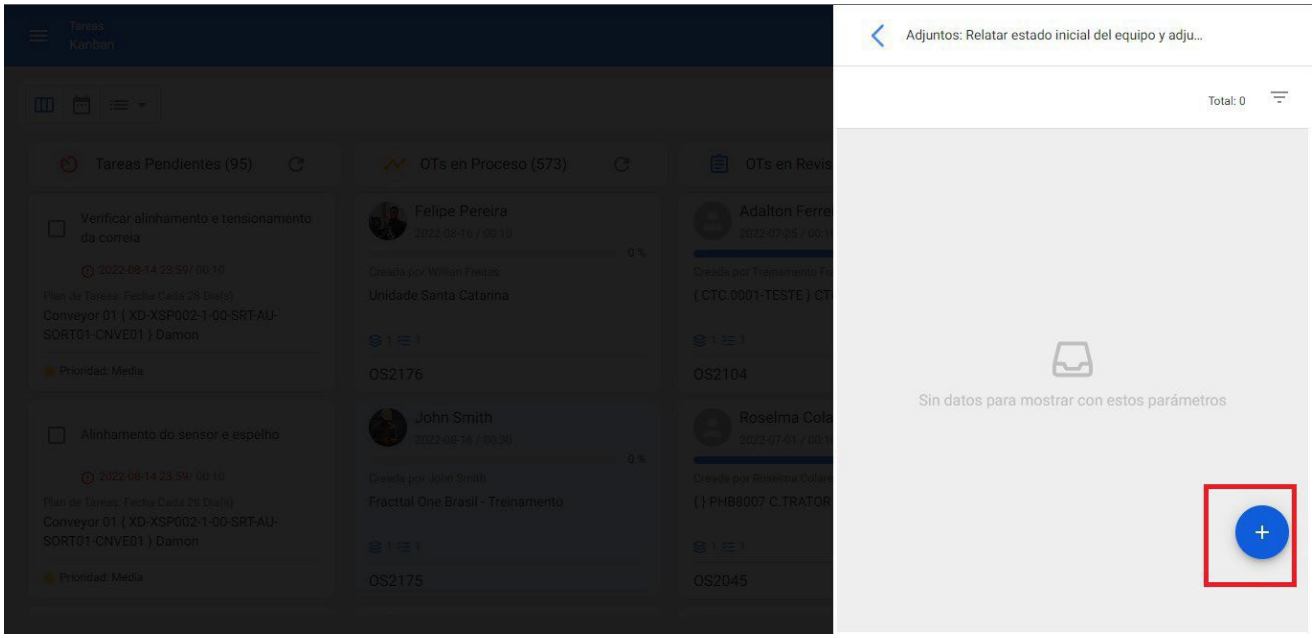


Subtask with mandatory attachment:

This type of subtask requires an attachment to be attached in order to be removed. It is distinguished from the other subtasks by the attachment indicator in the lower right corner of the subtask:

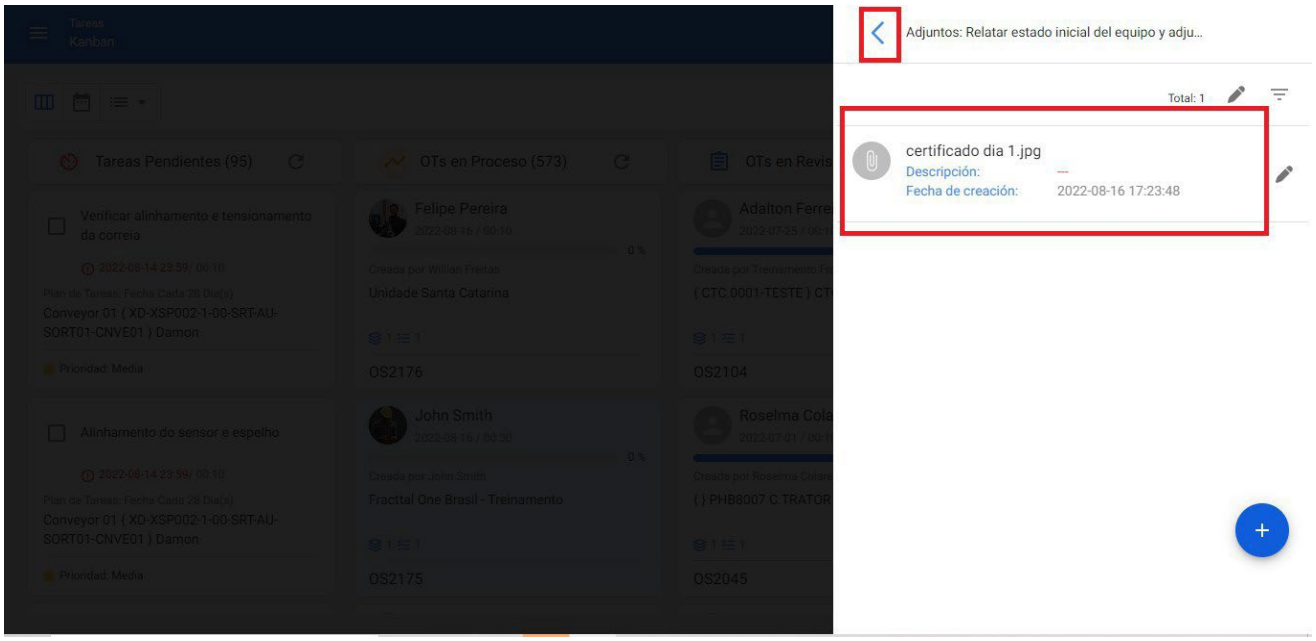


To attach a file, click on the 'attachment' option to display the following menu, and click on (+) to attach the corresponding information:

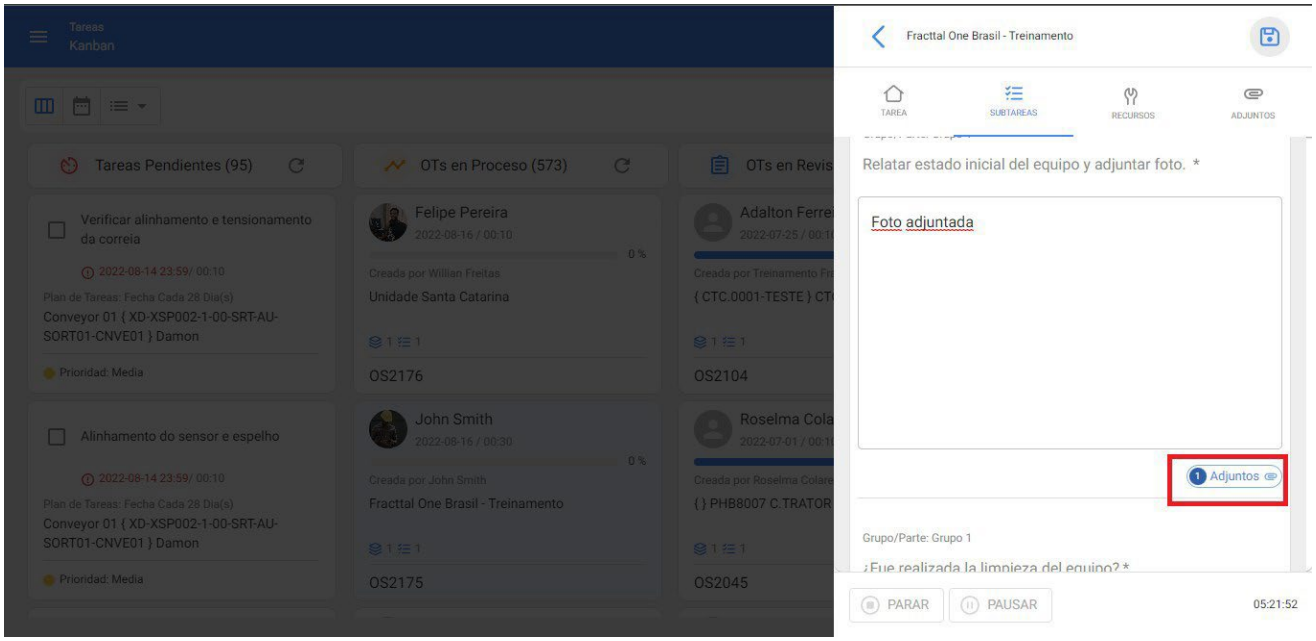


Clicking on (=) displays the menu of possible attachment types: link, note or file, choose the appropriate type and create the attachment. The attachment is then created and linked to the subtask, then return to the subtask by clicking on the arrow above the subtask.

left:

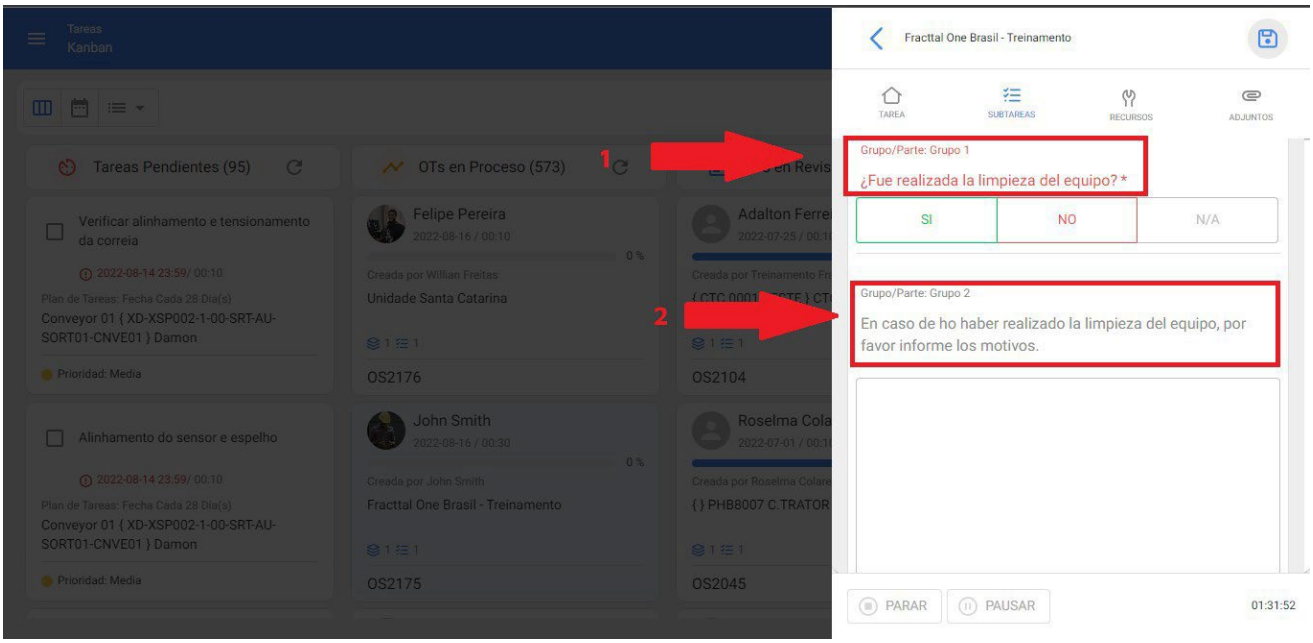


Finally, when returning to the subtask, the subtask indicates whether a piece of information was attached and the number of attachments uploaded to the subtask:



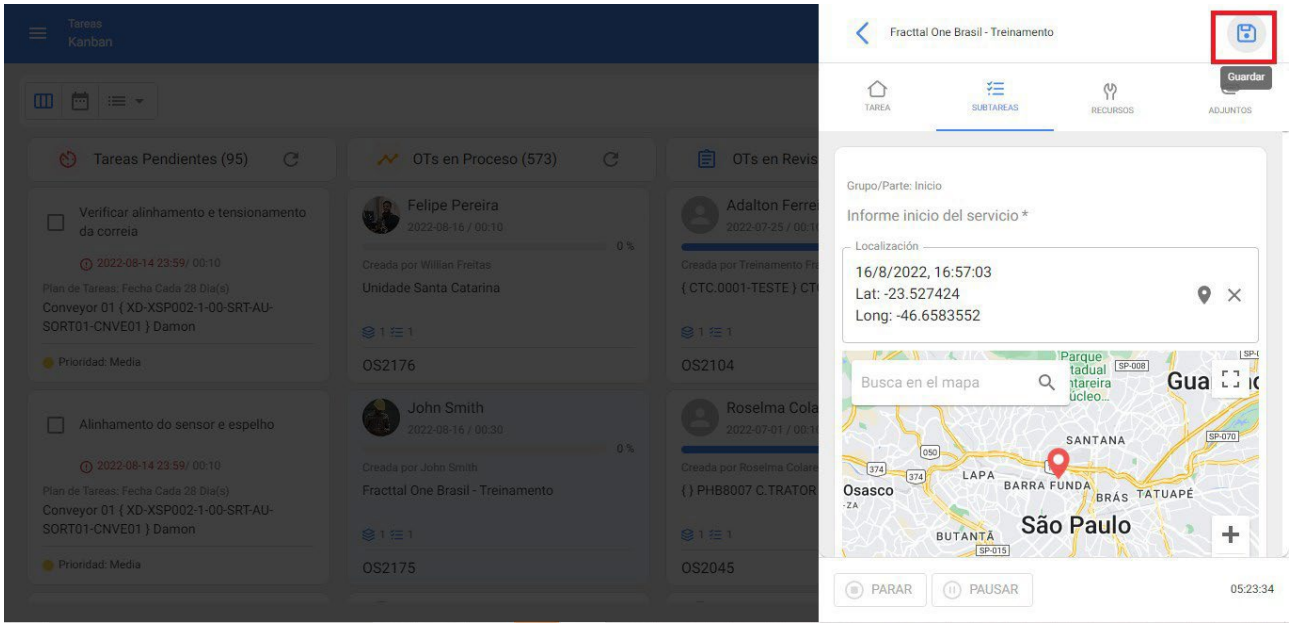
Mandatory vs. non-mandatory subtasks:

Mandatory subtasks are required to block the progress to 100% of the WO execution if they have not been dropped. These mandatory subtasks (1) are distinguished from non-mandatory subtasks (2) because they are written in red color, in addition to having an asterisk at the end of the subtask description:



Endnote

At the end of all subtasks, click on the 'save' icon located in the upper right corner:

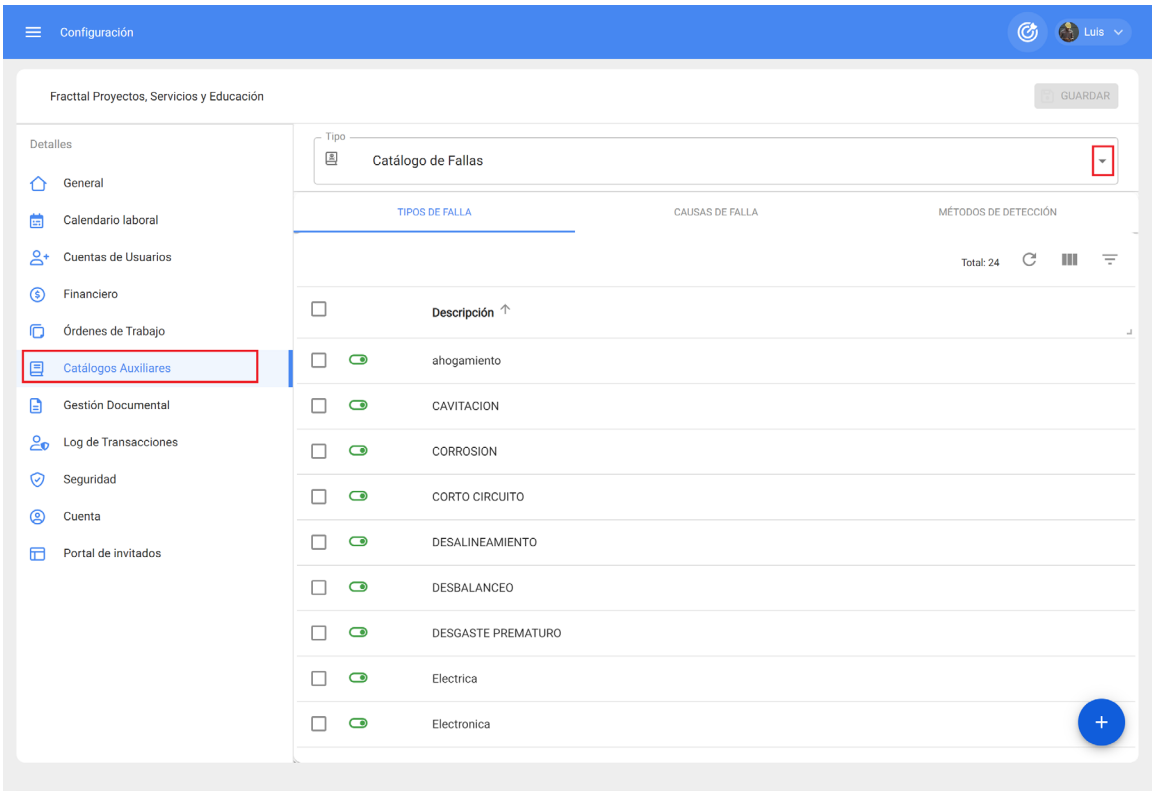


How to edit the cost of inhouse personnel associated with a task?

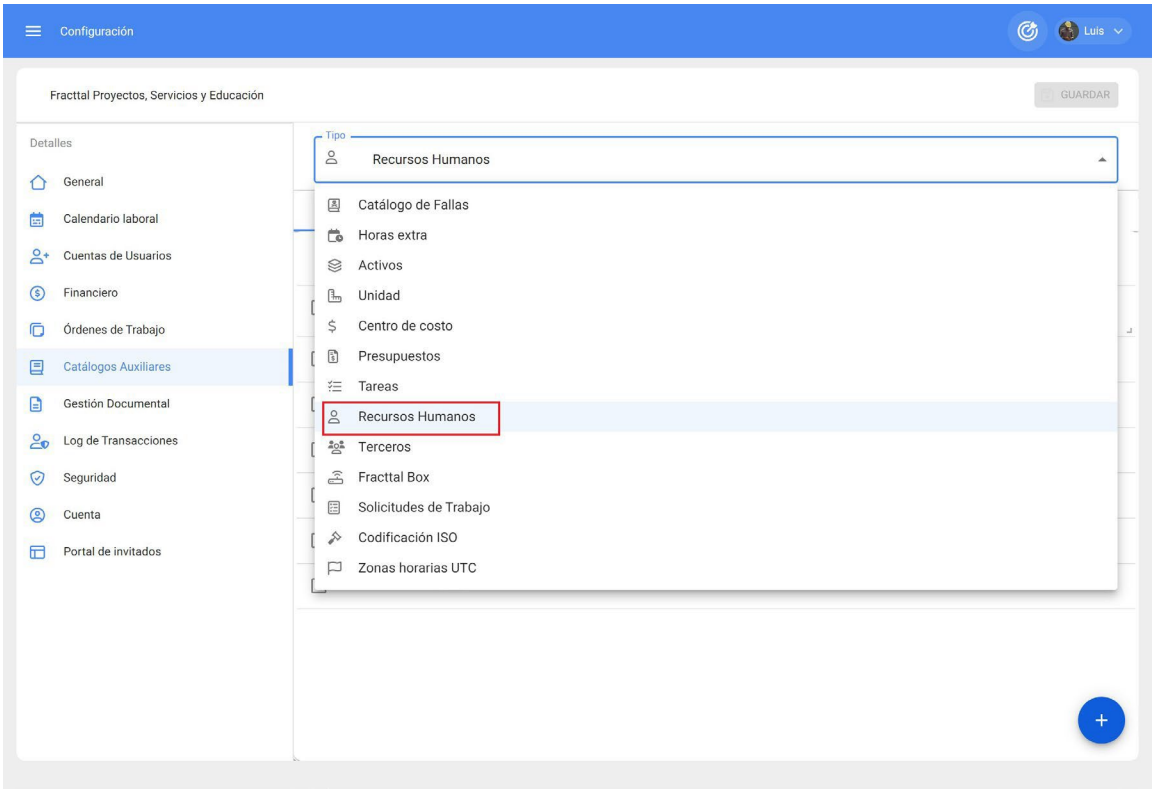
help.fracttal.com/en/articles/6457295-as-edit-the-cost-of-inhouse-personnel-cost-associated-with-a-task

The cost of the resources associated with a task are linked to the source from which that resource will be extracted. In the case of inhouse personnel, this value can be found in that human resource's profile or in the inhouse personnel auxiliary catalog, called 'regular hour value'. If we want to update the profile value, it must be done in the following way.

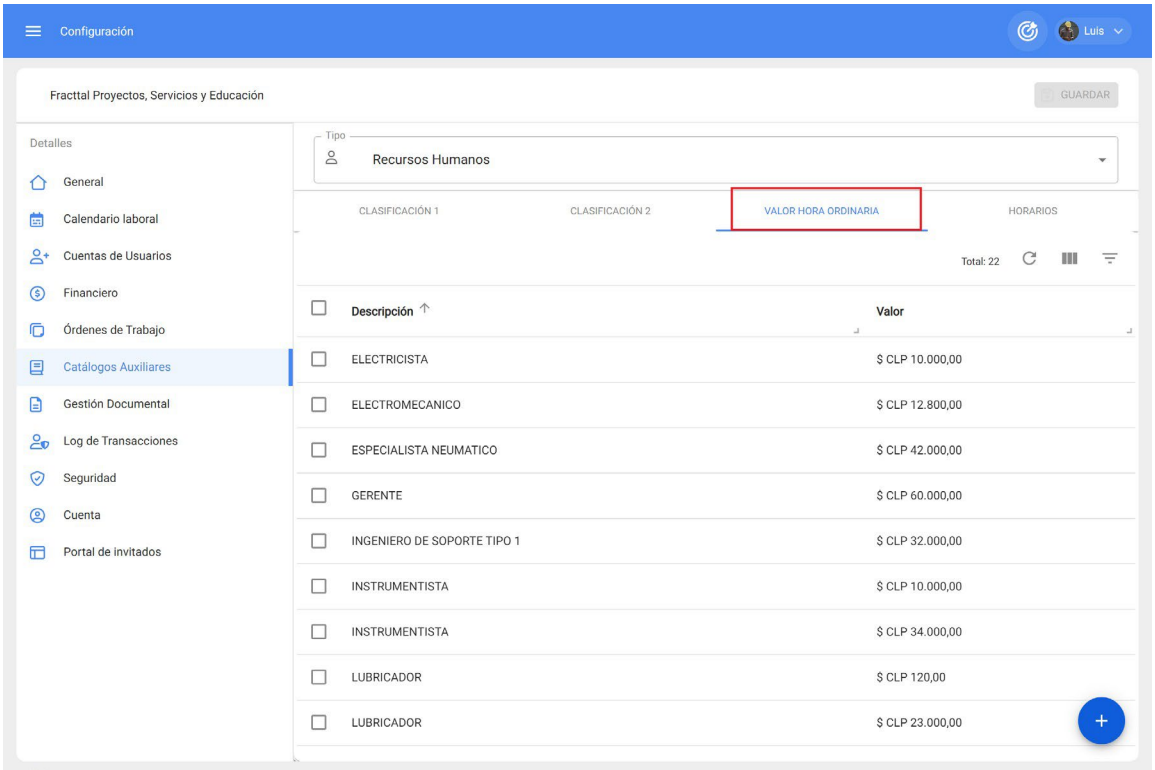
1. Enter the Configuration module and select the Auxiliary Catalogs sub-module.



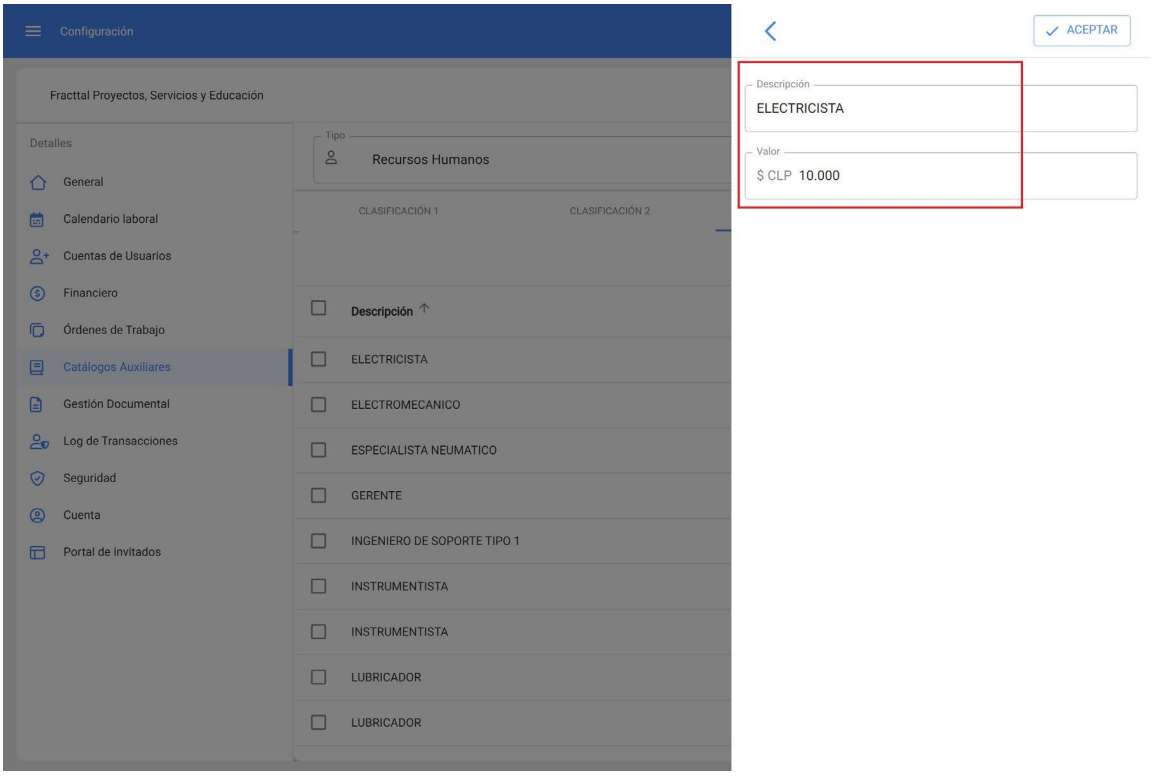
2. Select the catalog inhouse personnel



3. Enter the ORDINARY HOUR VALUE tab



4. Search for the type of inhouse personnel profile to be modified and select it to open a drawer where you can edit the regular hour value.



When saving the changes, this value will be updated in all maintenance plans where this human resource profile is associated.

How is the user authentication in Fracttal One?

help.fracttal.com/en/articles/6079814-as-is-user-authentication-at-fracttal-one

Authentication in Fracttal One is done by username (email) and password. Additionally, if the email is from Google or Microsoft, it can be authenticated using Single Sign On technology (SSO authentication procedure that enables the user to access multiple systems with a single instance of identification).

For more information, please visit the following link:

SSO Authentication

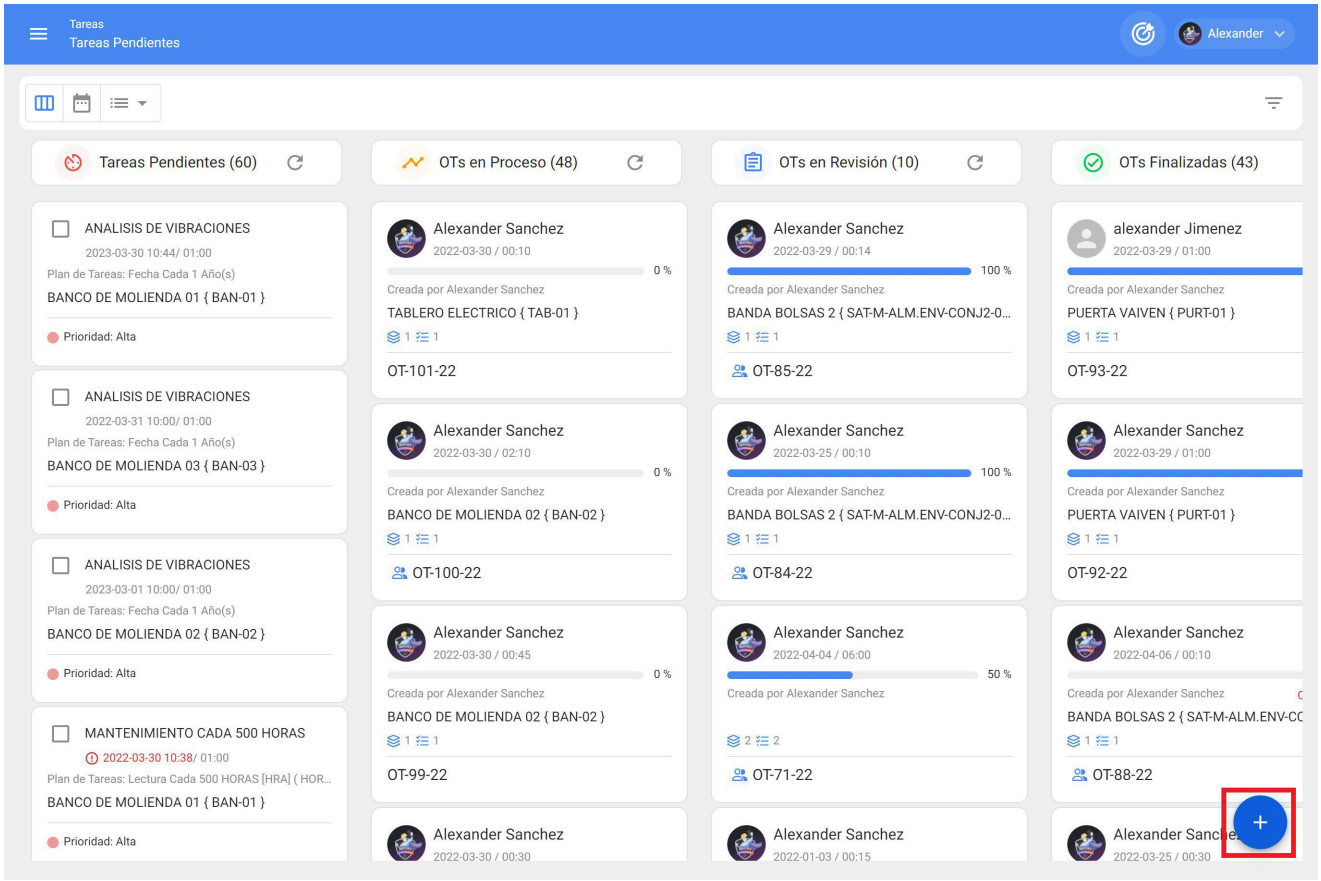
How to generate a corrective WO?

help.fracttal.com/en/articles/6106382-how-to-generate-a-corrective WO

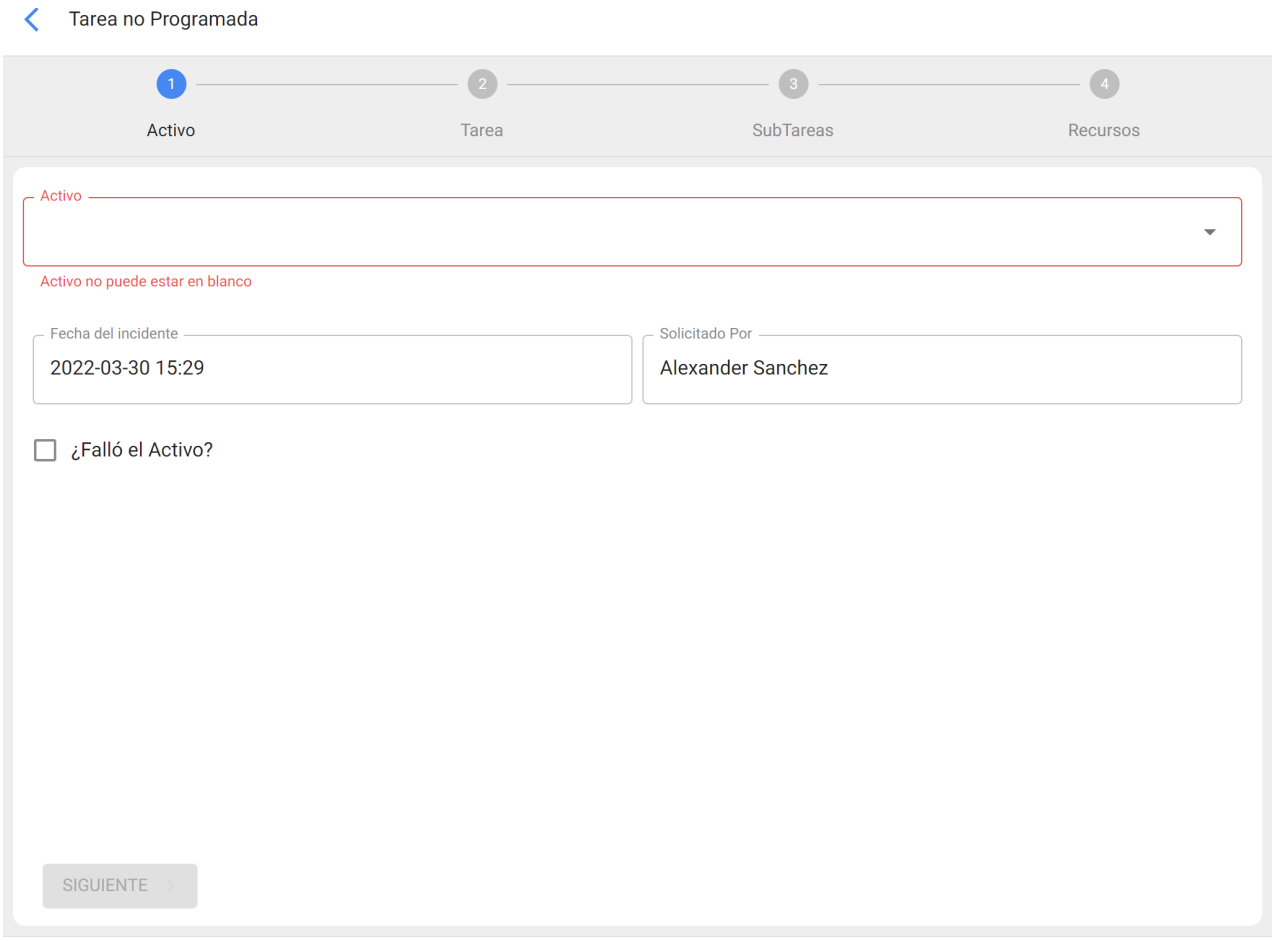
Written by Customer Success Team. Updated more than a week ago

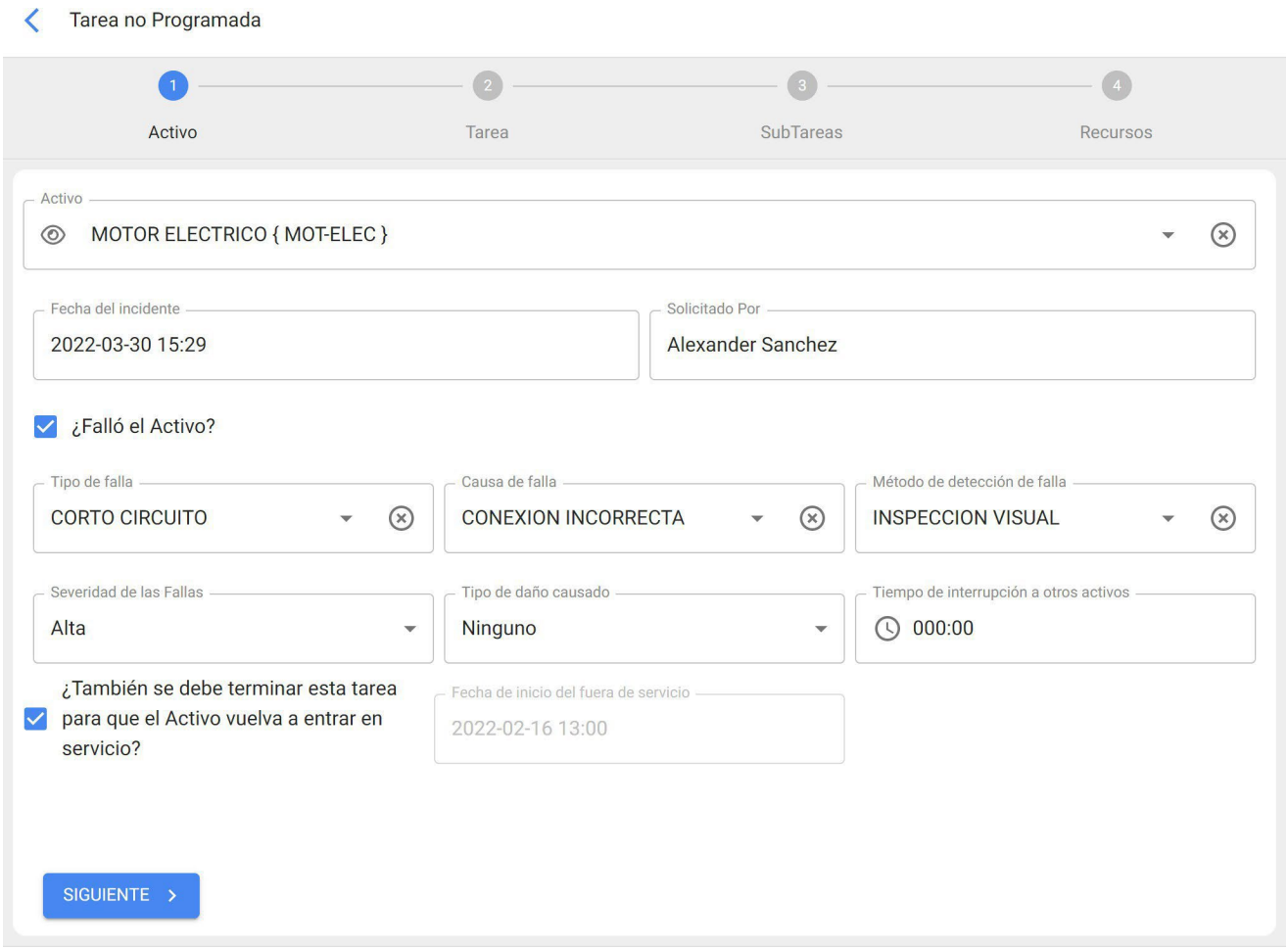
At any time during the operation of our assets, failures may occur that require the creation of a corrective WO. For these cases, we will enter the work management module where we will find the work orders.

Just click on the add unplanned task button, located at the bottom right, to start creating the corrective work order. This button can be found in any of the work order views (Kanban, Calendar or List).

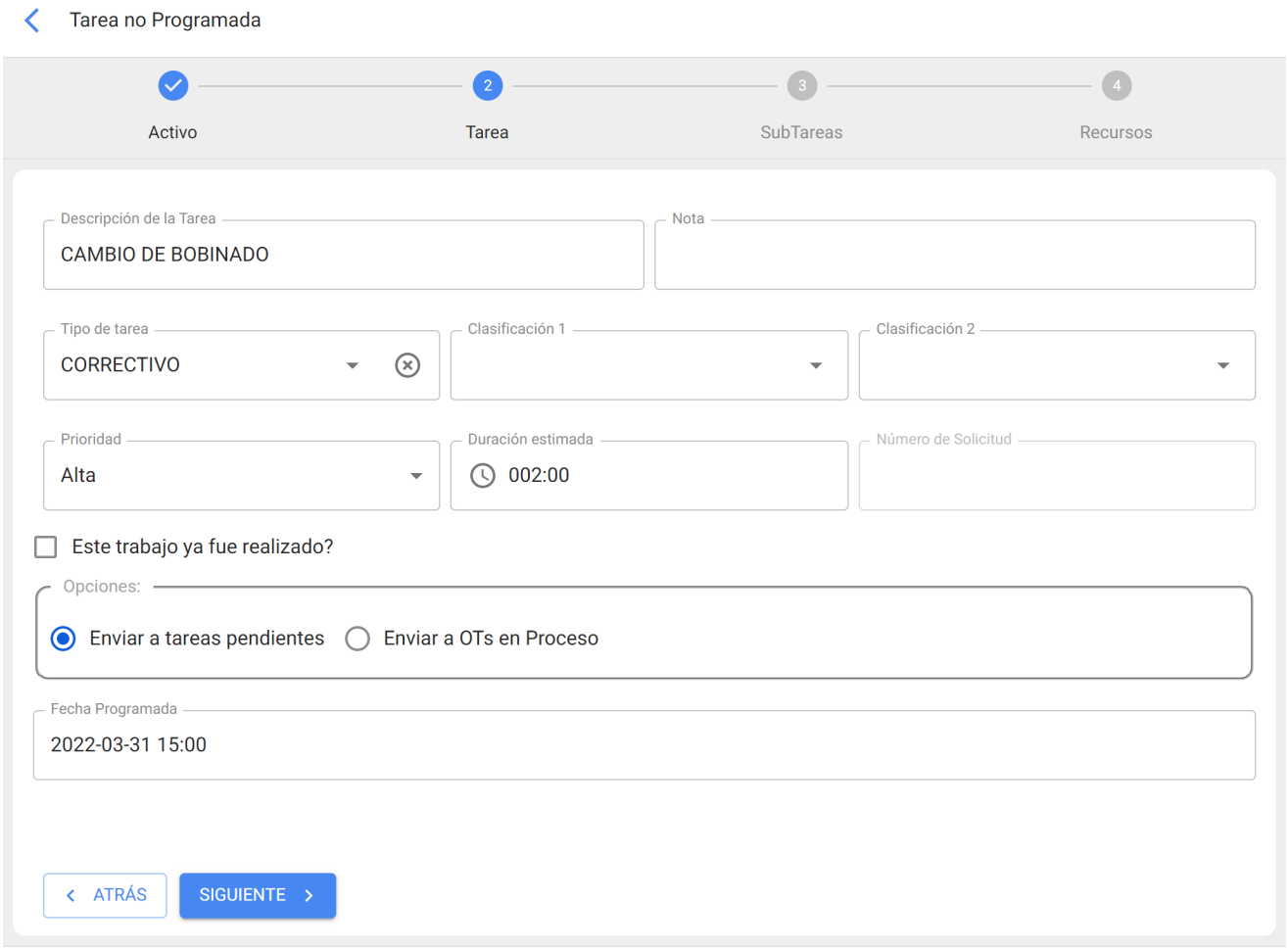


Once we start creating the work order, we will fill in the corresponding fields associated to the asset

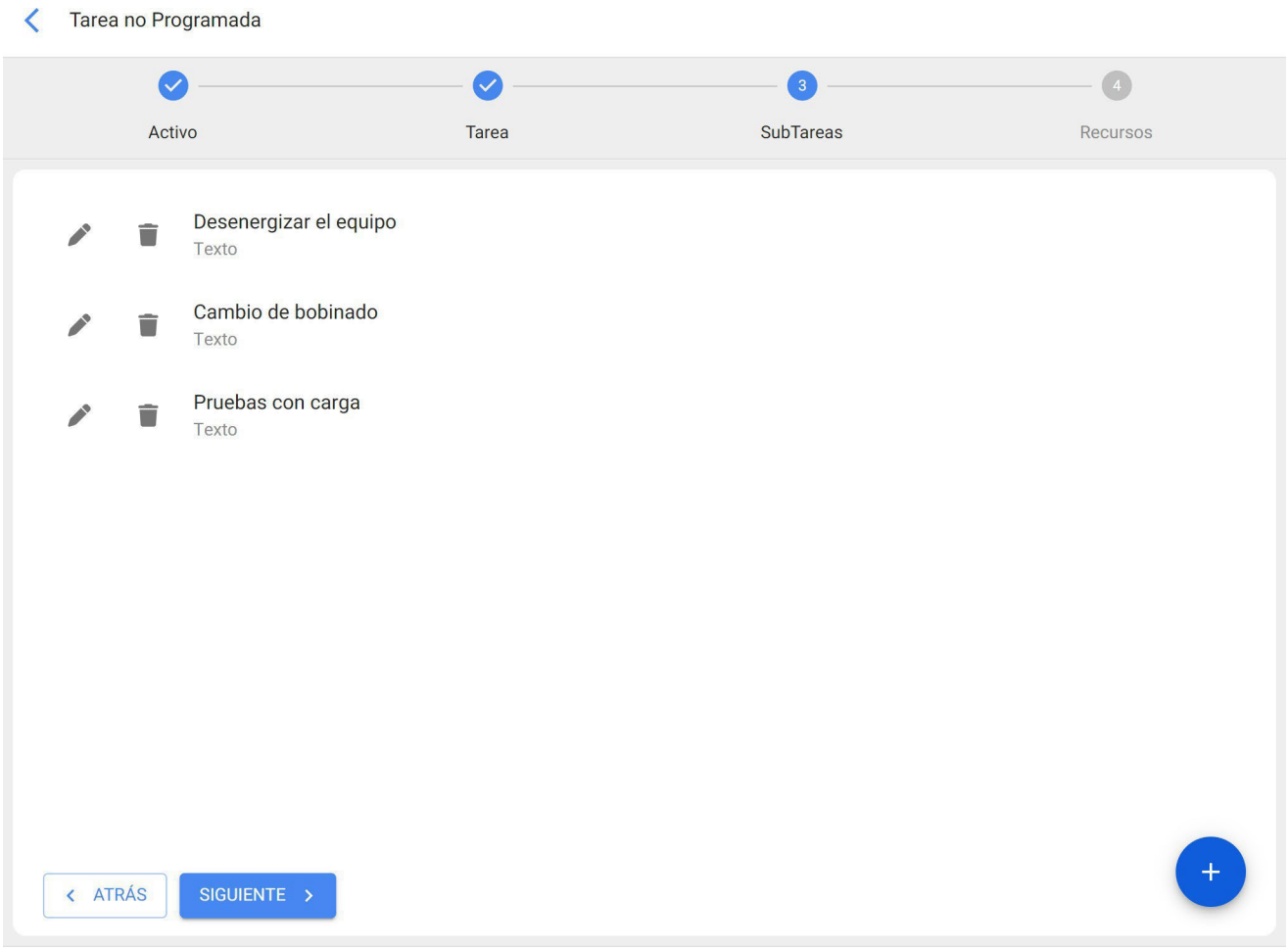

Tarea no Programada
1
Activo
2
Tarea
3
SubTareas
4
Recursos
Activo
Activo no puede estar en blanco
Fecha del incidente
2022-03-30 15:29
Solicitado Por
Alexander Sanchez
¿Falló el Activo?
SIGUIENTE



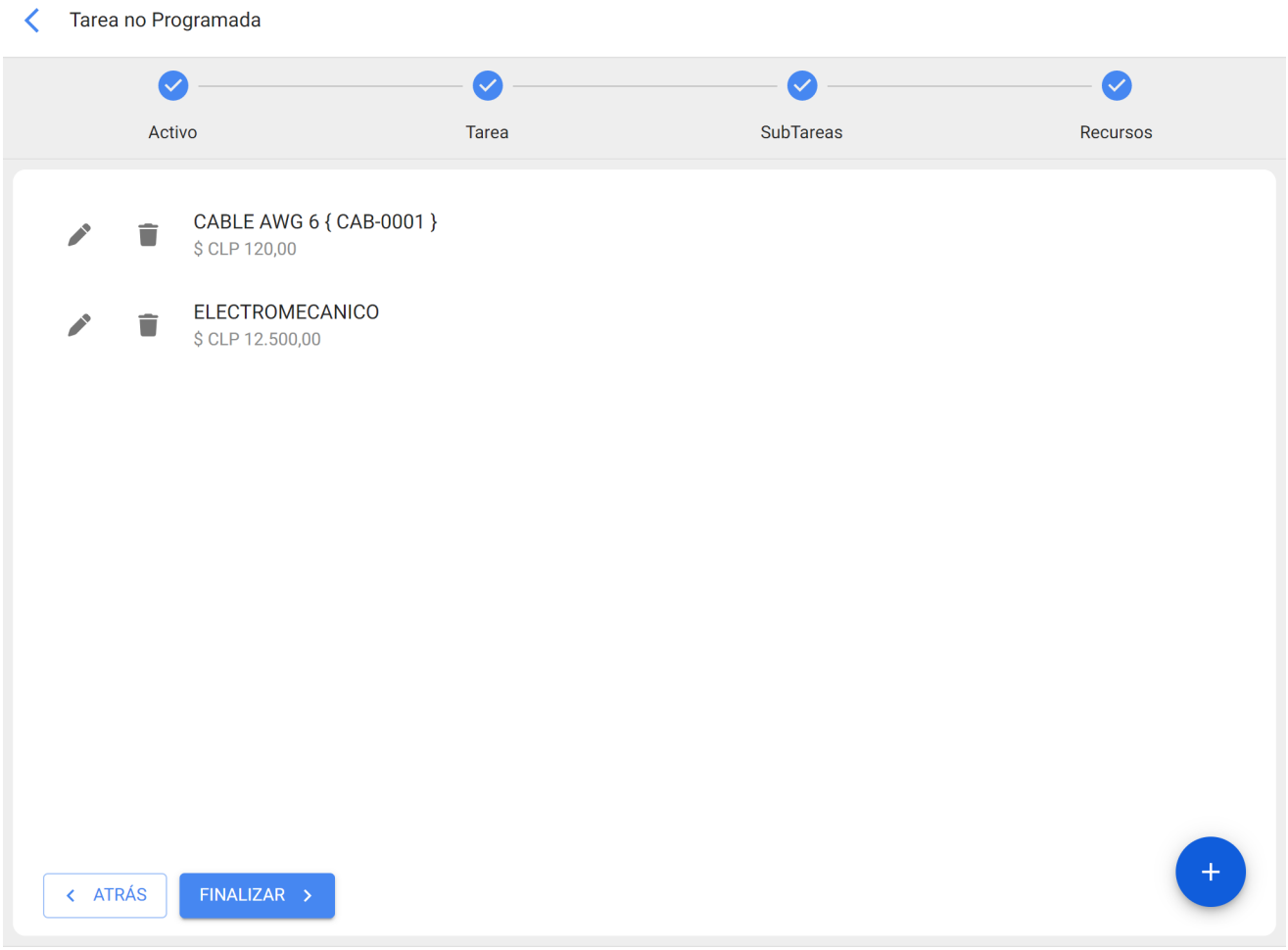
After recording the information associated with the asset, we will continue by including the fields associated with the task



In the next step we will define the information associated with the subtasks included in the work order.



Then, we associate the resources that will be needed to complete the WO and finalize the creation of the WO.

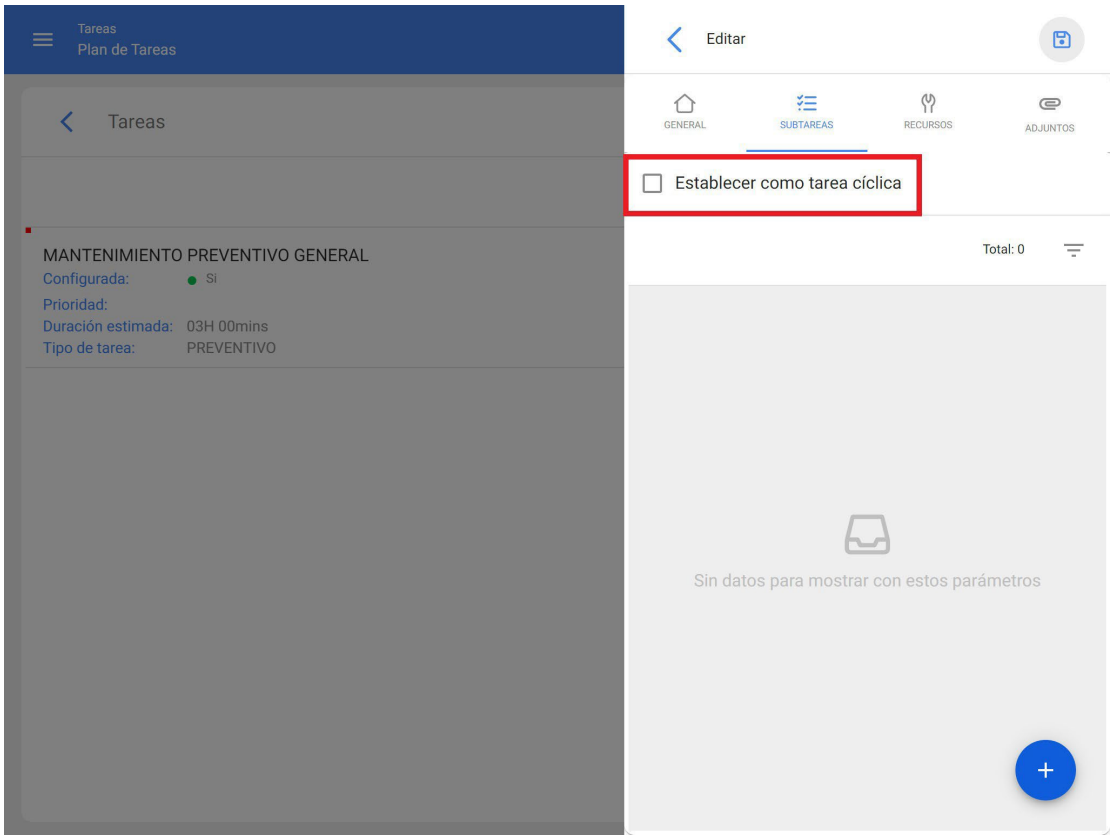


If you require more information related to the creation of unplanned work orders, you can visit our article: How to create unplanned WOs?

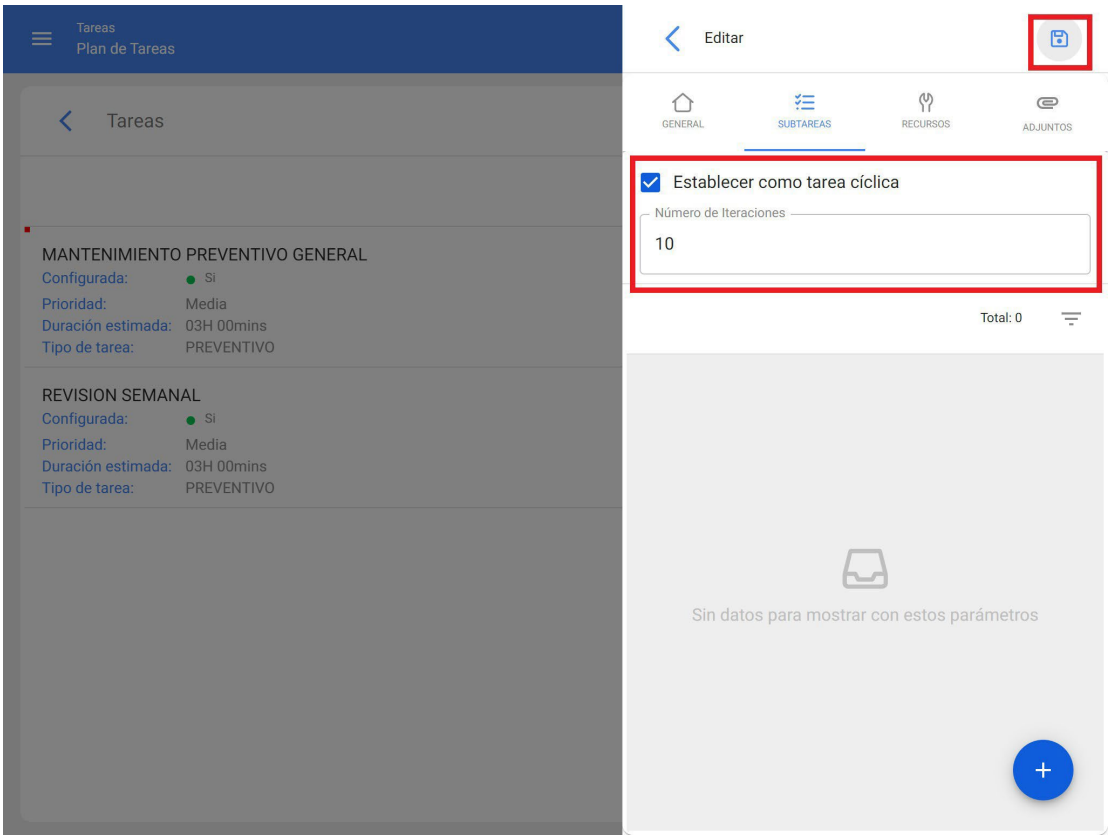
How to generate a preventive task by iterations in Fracttal One?

help.fracttal.com/en/articles/6106109-how-to-generate-a-preventive-task-for-iterations-in-fracttal-one

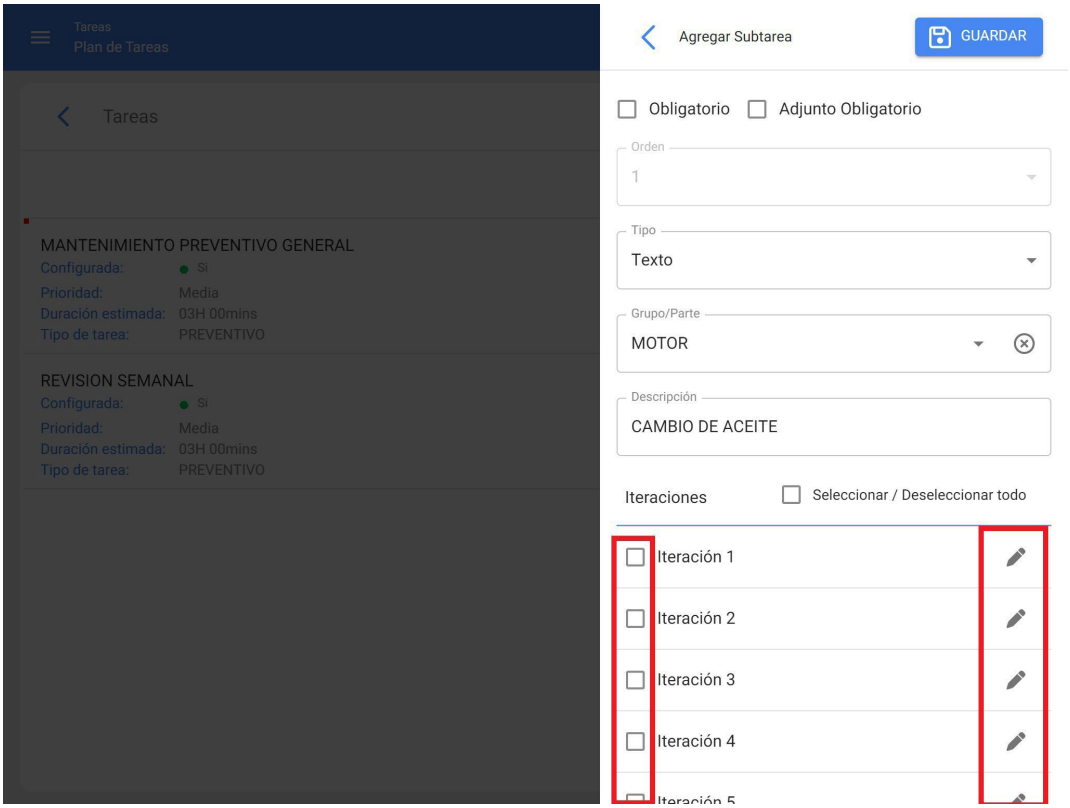
To generate a preventive task by iterations, we must enter the task in question, then go to subtasks and activate the "Set as cyclic task" option as shown below:

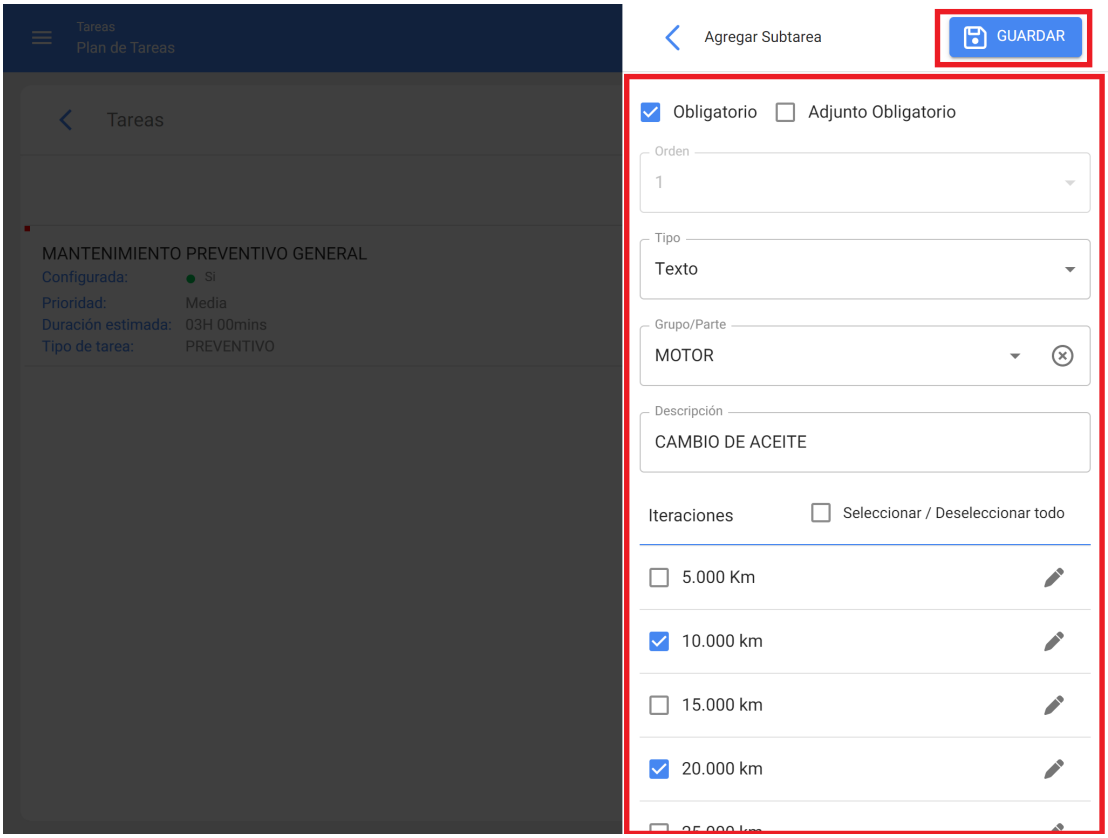


Once the option to set as a cyclic task is selected, we must define the number of iterations in which the cycle is completed.

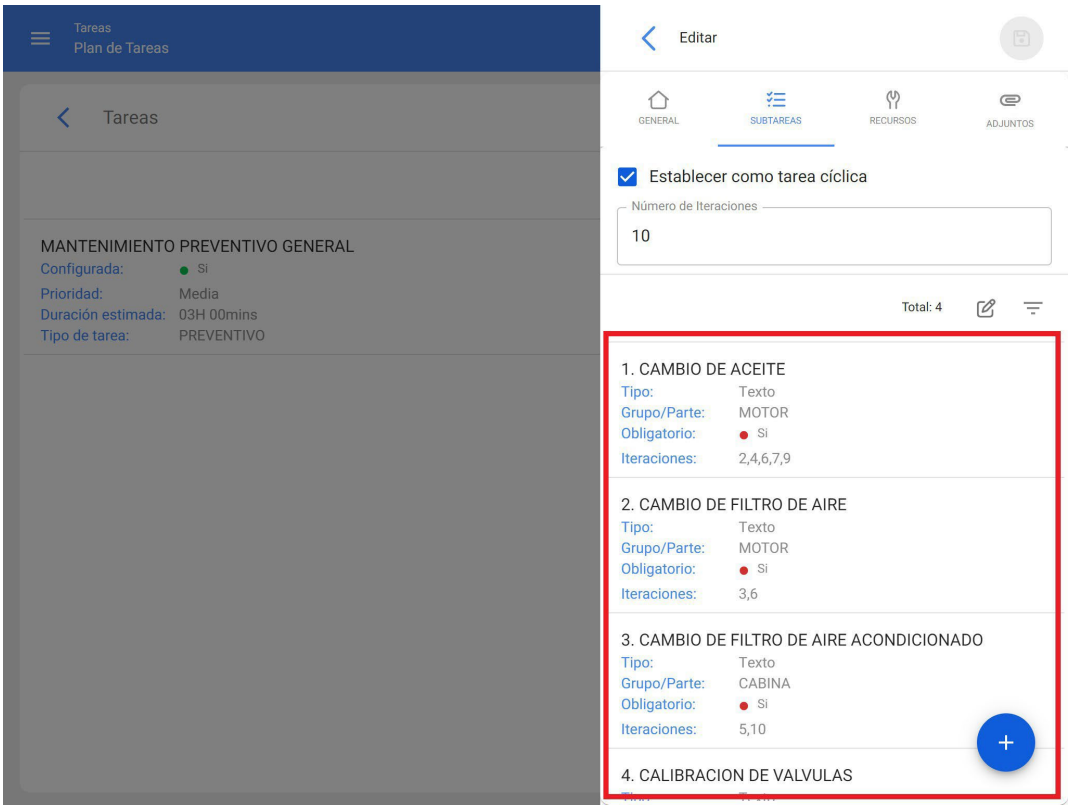


Then we define the subtasks and in which iterations they should be triggered respectively. Remember that the name of the iterations can also be changed (in this case we use mileage as an example).

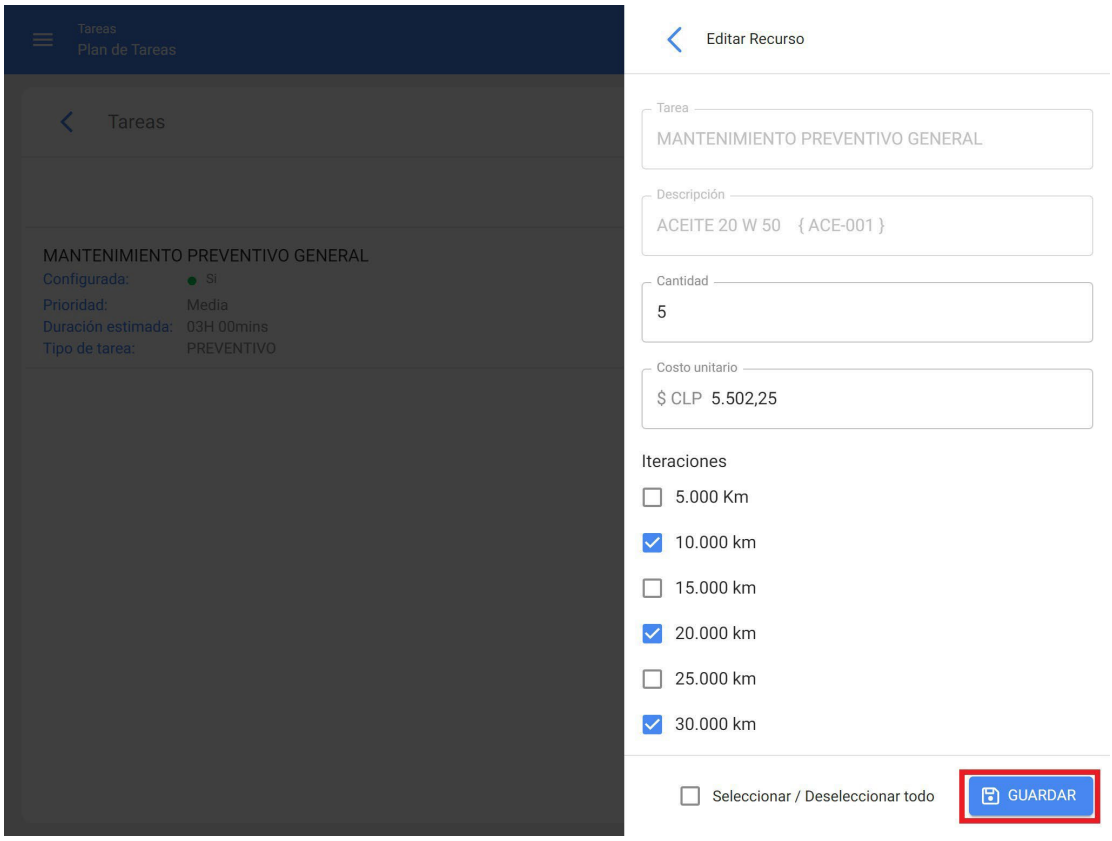




Once all the subtasks have been created, we will be able to visualize in which of the iterations each of these subtasks will be triggered.



Analogous to the subtasks, we can also define the resources to be occupied in the different iterations.

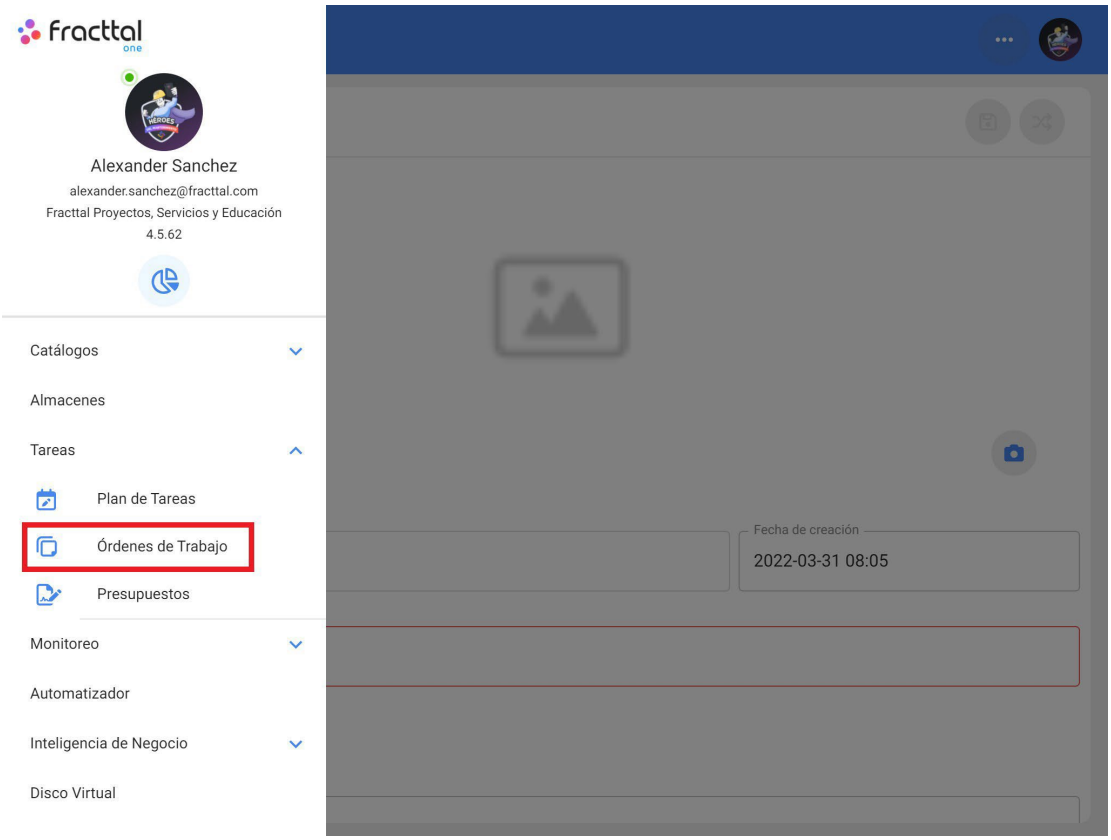


Finally, all that remains is to click on save to record the iterations created in the task.

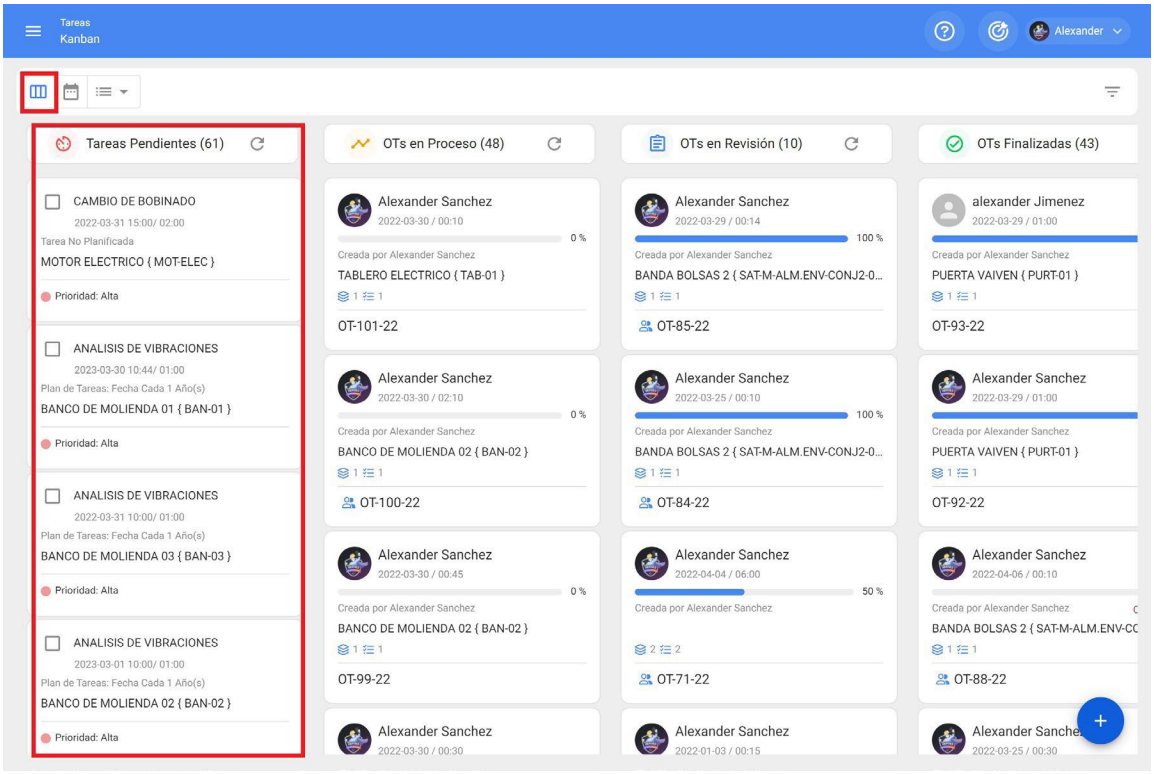
How can I see the pending work management in Fracttal One?

help.fracttal.com/en/articles/6106045-as-I-can-see-work-management-pending-on-fracttal-one

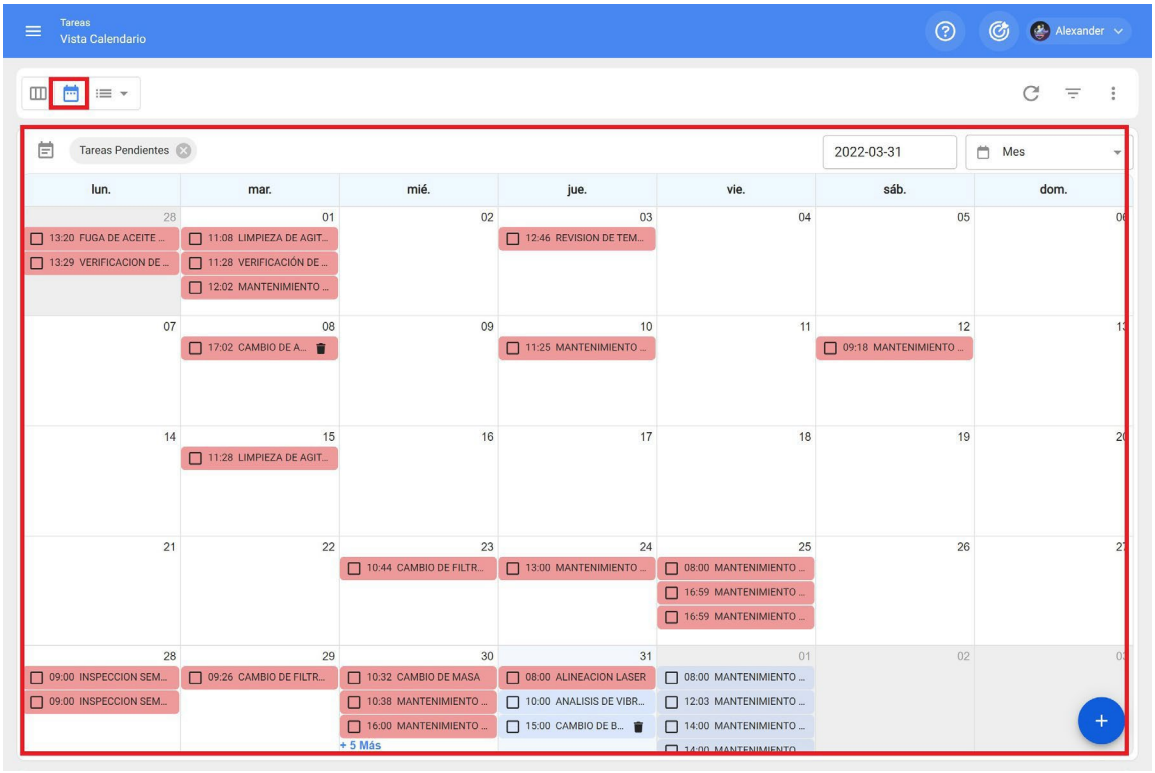
To see the pending work management you must enter the work management module and there you will find work orders:



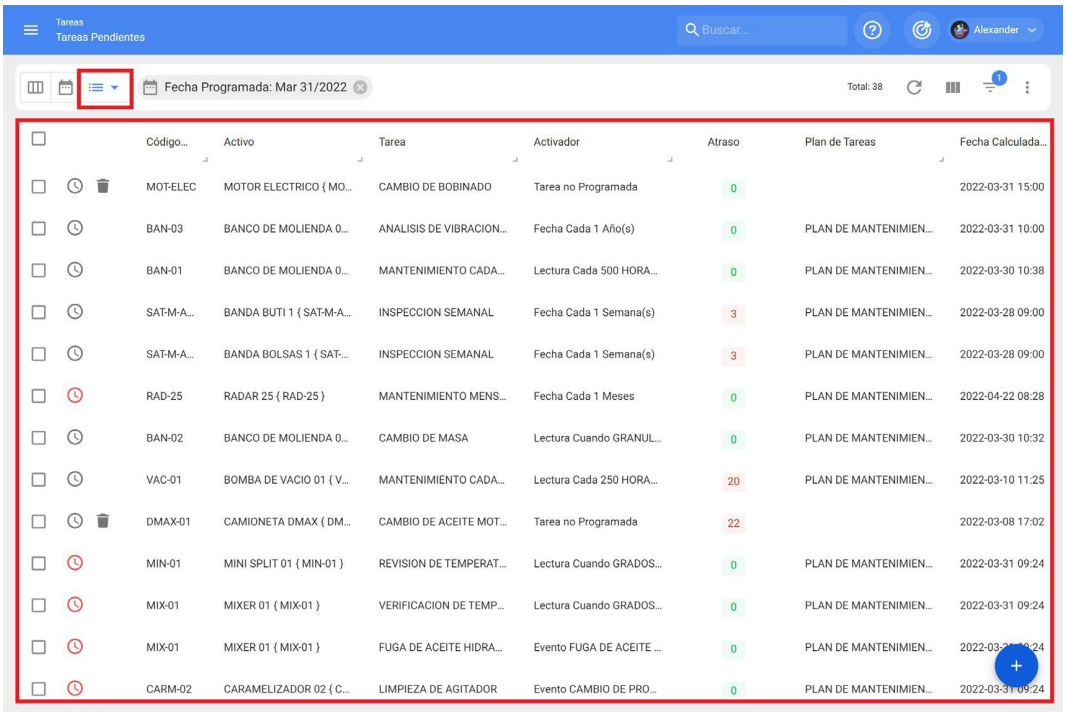
When you enter, the different views (Kanban, Calendar and List) will appear where you will find the pending work management. For the Kanban view, we will find the pending work management like this:



For the Calendar view, the pending work management will look as follows:



For the List view, we will find the pending work management as follows:



Código...	Activo	Tarea	Activador	Atraso	Plan de Tareas	Fecha Calculada...
MOT-ELEC	MOTOR ELECTRICO { MO...	CAMBIO DE BOBINADO	Tarea no Programada	0		2022-03-31 15:00
BAN-03	BANCO DE MOLIENDA 0...	ANALISIS DE VIBRACION...	Fecha Cada 1 Año(s)	0	PLAN DE MANTENIMIEN...	2022-03-31 10:00
BAN-01	BANCO DE MOLIENDA 0...	MANTENIMIENTO CADA...	Lectura Cada 500 HORA...	0	PLAN DE MANTENIMIEN...	2022-03-30 10:38
SAT-M-A...	BANDA BUTI 1 { SAT-M-A...	INSPECCION SEMANAL	Fecha Cada 1 Semana(s)	3	PLAN DE MANTENIMIEN...	2022-03-28 09:00
SAT-M-A...	BANDA BOLSAS 1 { SAT-...	INSPECCION SEMANAL	Fecha Cada 1 Semana(s)	3	PLAN DE MANTENIMIEN...	2022-03-28 09:00
RAD-25	RADAR 25 { RAD-25 }	MANTENIMIENTO MENS...	Fecha Cada 1 Meses	0	PLAN DE MANTENIMIEN...	2022-04-22 08:28
BAN-02	BANCO DE MOLIENDA 0...	CAMBIO DE MASA	Lectura Cuando GRANUL...	0	PLAN DE MANTENIMIEN...	2022-03-30 10:32
VAC-01	BOMBA DE VACIO 01 { V...	MANTENIMIENTO CADA...	Lectura Cada 250 HORA...	20	PLAN DE MANTENIMIEN...	2022-03-10 11:25
DMAX-01	CAMIONETA DMAX { DM...	CAMBIO DE ACEITE MOT...	Tarea no Programada	22		2022-03-08 17:02
MIN-01	MINI SPLIT 01 { MIN-01 }	REVISION DE TEMPERAT...	Lectura Cuando GRADOS...	0	PLAN DE MANTENIMIEN...	2022-03-31 09:24
MIX-01	MIXER 01 { MIX-01 }	VERIFICACION DE TEMP...	Lectura Cuando GRADOS...	0	PLAN DE MANTENIMIEN...	2022-03-31 09:24
MIX-01	MIXER 01 { MIX-01 }	FUGA DE ACEITE HIDRA...	Evento FUGA DE ACEITE ...	0	PLAN DE MANTENIMIEN...	2022-03-31 09:24
CARM-02	CARAMELIZADOR 02 { C...	LIMPIEZA DE AGITADOR	Evento CAMBIO DE PRO...	0	PLAN DE MANTENIMIEN...	2022-03-31 09:24

How do I know which type of analysis best suits my needs in Predictto?

help.fracttal.com/en/articles/6079739-how-to-know-which-type-of-analysis-best-fits-my-needs-in-predictto

When you have very important assets within your processes that cannot fail, it is recommended to use degradation models. Also, if you are already monitoring critical variables in some of your assets, it is highly recommended that you use that data to generate your degradation models.

On the other hand, when you have assets or groups of assets with failure records, it is advisable to use reliability models. These models are also very useful when you cannot count on the monitoring of critical variables, due to practical or cost issues.

How is Fracttal One marketed?

help.fracttal.com/en/articles/6079778-as-you-trade-fracttal-one

Fracttal One is a SaaS software-as-a-service, i.e. with a monthly subscription model based on the chosen subscription plan.

At Fracttal, we have designed a solution that brings together the functional features of a multi-thousand dollar software, but at a very low price per monthly/yearly subscription.

By subscribing to Fracttal One you save thousands of dollars in asset management and many thousands, if not millions, more in preventing potential productivity losses from unplanned downtime due to failures.

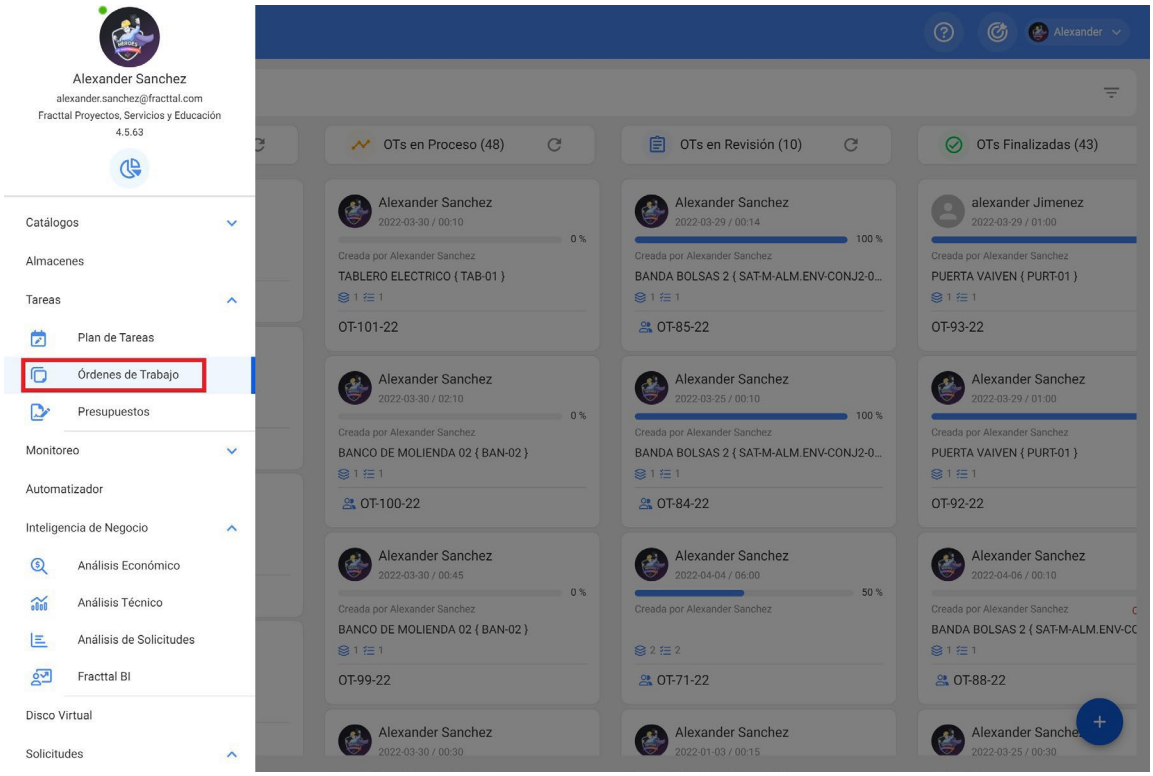
In addition, Fracttal One is especially designed for mobile devices and for staff working off-site, making the user experience extremely simple, easy to use and deploy.

For more information about our prices, see our Plans section.

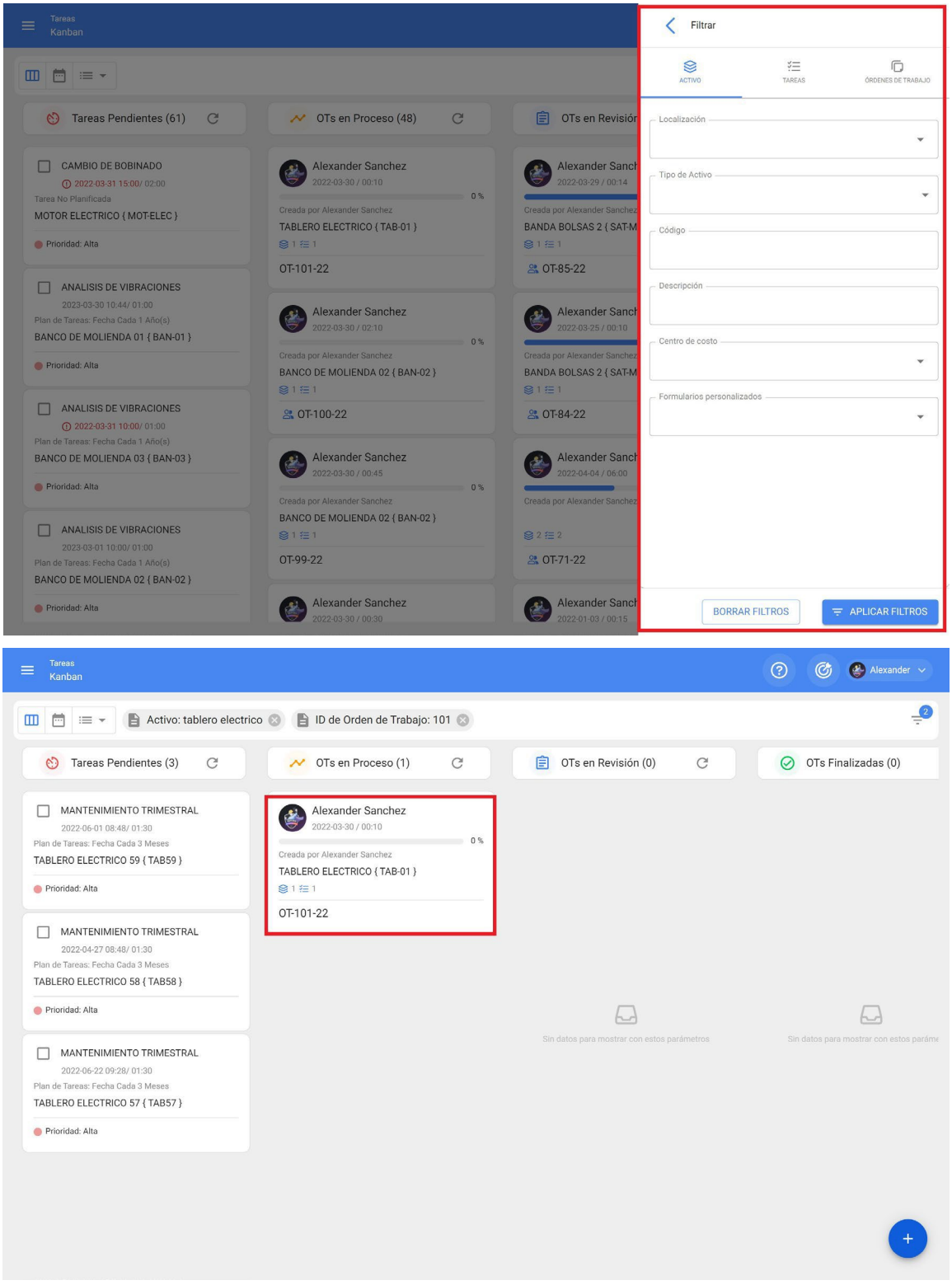
How is a WO executed in Fracttal One?

help.fracttal.com/en/articles/6106254-how-to-run-a **WO-on-fracttal-one**

A work order is executed by entering the work management module and then work orders, as shown below:



Once there, we will be able to search for the order with the help of the different available filters



Finally, you only have to fill in the required data within the work management component of the work order.

For more information on the execution process, you can visit the following article which details the step-by-step process for completing a work order:

How to edit and complete a WO?

What are the most important benefits of Predictto?

help.fracttal.com/en/articles/6079726-which-are-the-most-important-benefits-of-predictto

Predictto allows you to decide the ideal time to schedule the work management of your assets, optimizing time, costs and inventories.

The models generated in Predictto are tailored to your needs, and are highly configurable so that you can obtain forecasts about the state of your assets that are easy to understand and interpret.

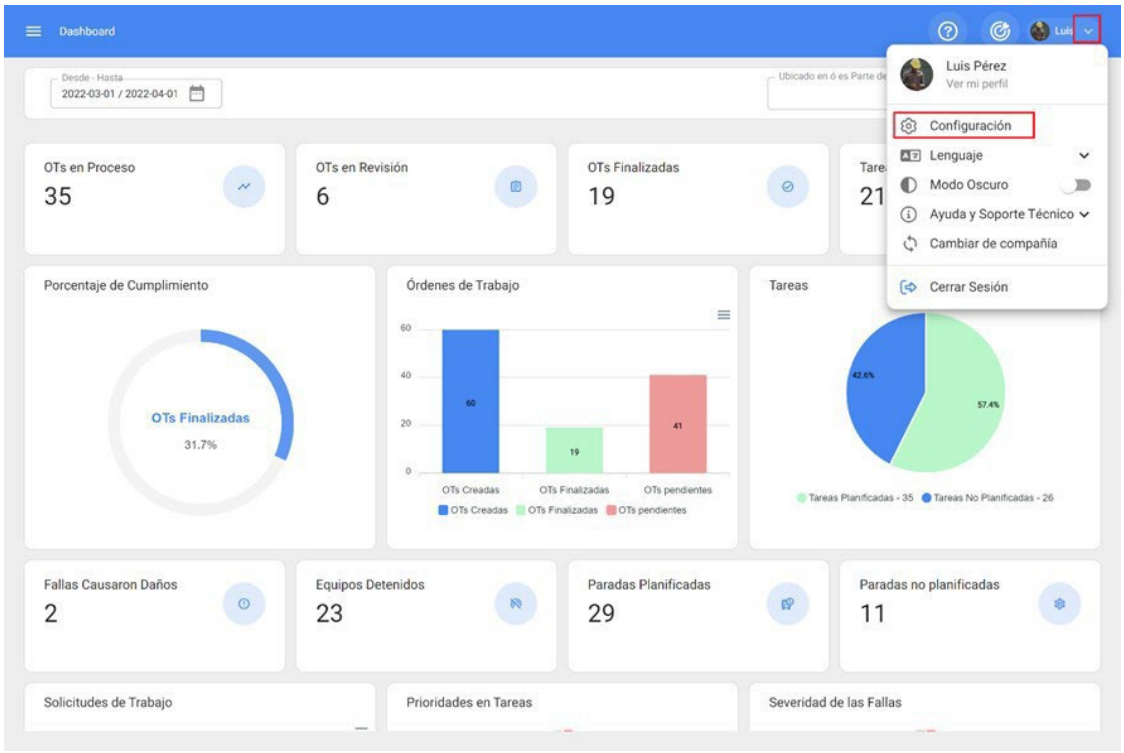
In addition, it is able to connect natively with all Fracttal ecosystem products (Fracttal One and Fracttal X), using the information they already have in their accounts.

Where can I find cloud disk capacity and used space?

help.fracttal.com/en/articles/6110715-where-can-I-find-cloud-disk-capacity-and-space-used

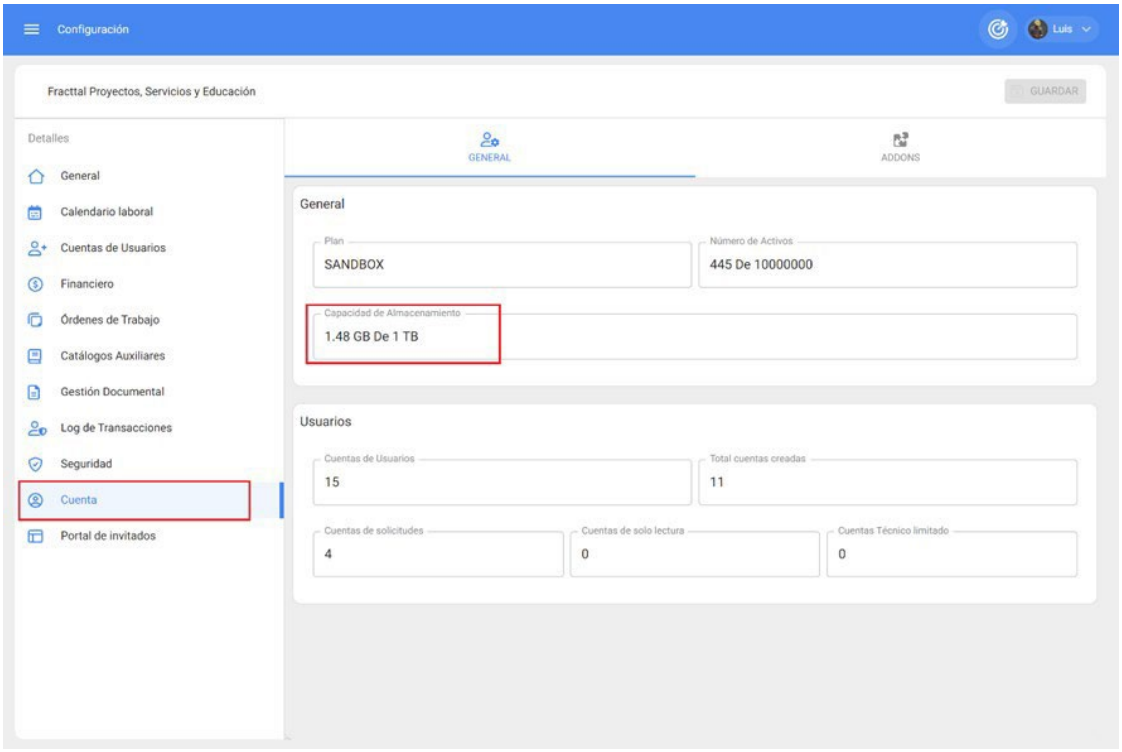
At Fracttal we are aware of the large amount of data that our users need to model and implement their maintenance management within the platform, which is why we offer a large storage capacity.

To find out what the storage capacity is, you must enter the options menu and enter the configuration module:



In the settings, go to the *'account'* sub-module, where you will find your account information. Note that this option is only visible to account administrators.

When entering the account information, the storage capacity of the account will be displayed next to the space used:

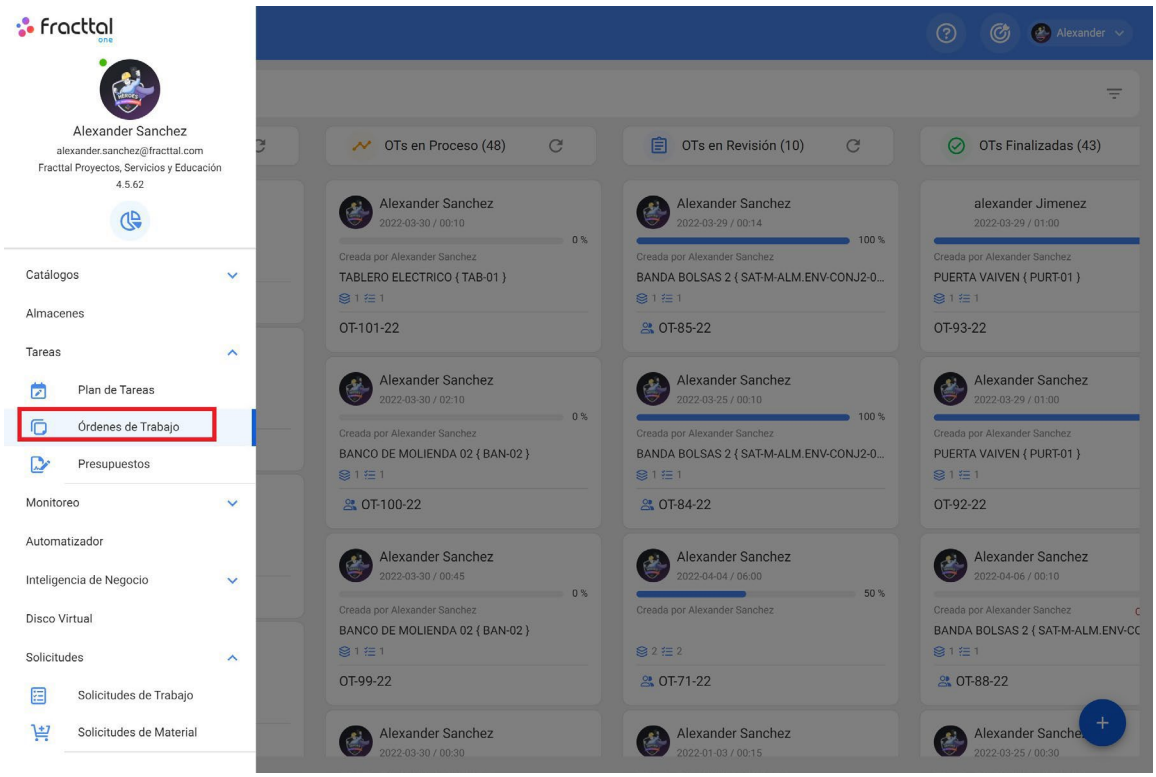


Note: Storage capacity will depend on the subscription plan contracted.

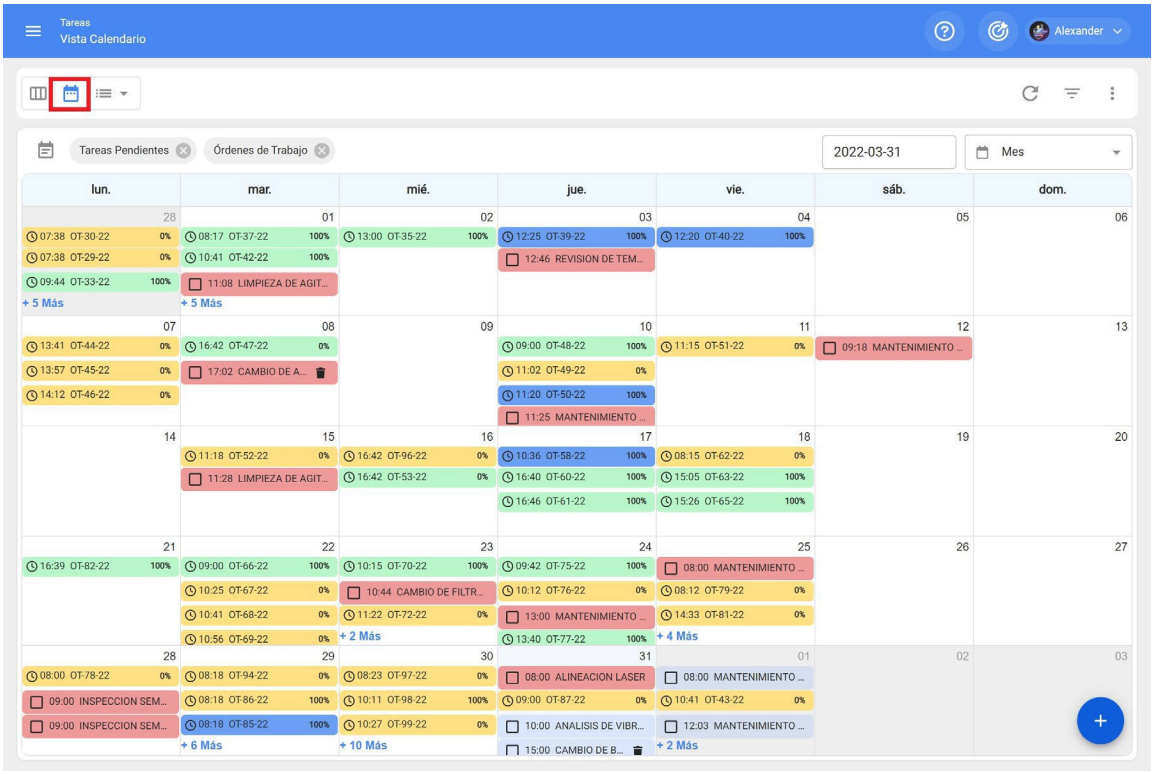
Where do I find the estimated work management calendar, which I had in Asset Cloud?

help.fracttal.com/en/articles/6106270-where-do-I-find-the-estimated-calendar-of-work-management-I-had-in-asset-cloud

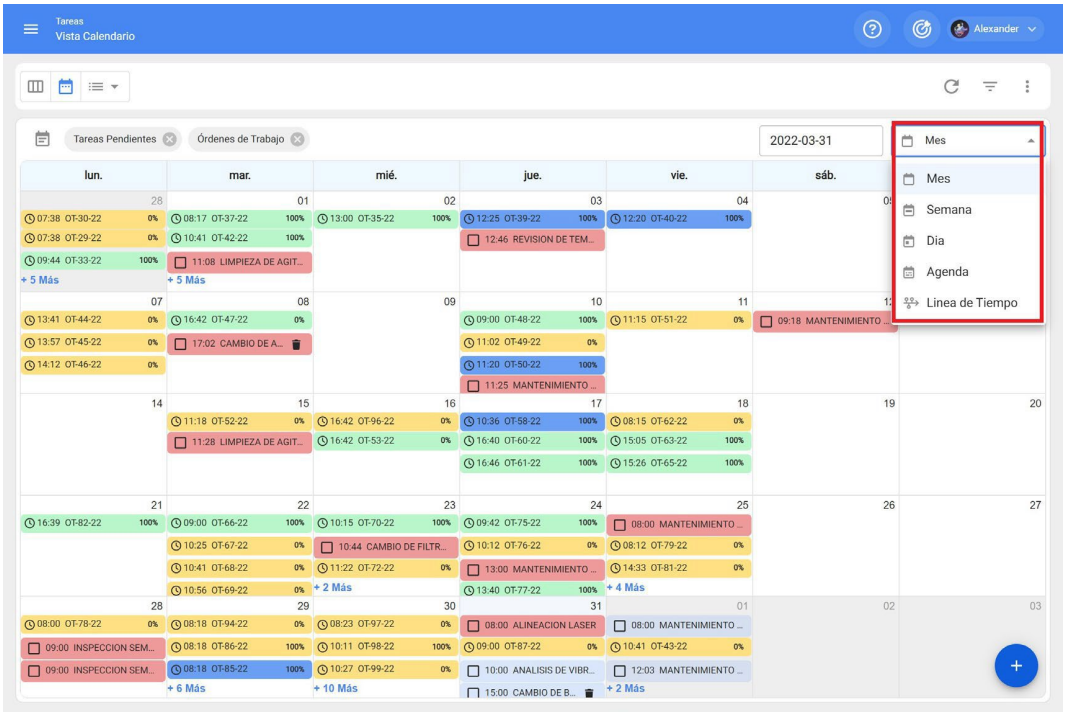
The estimated work management calendar can be found by accessing the work management module, then work orders.

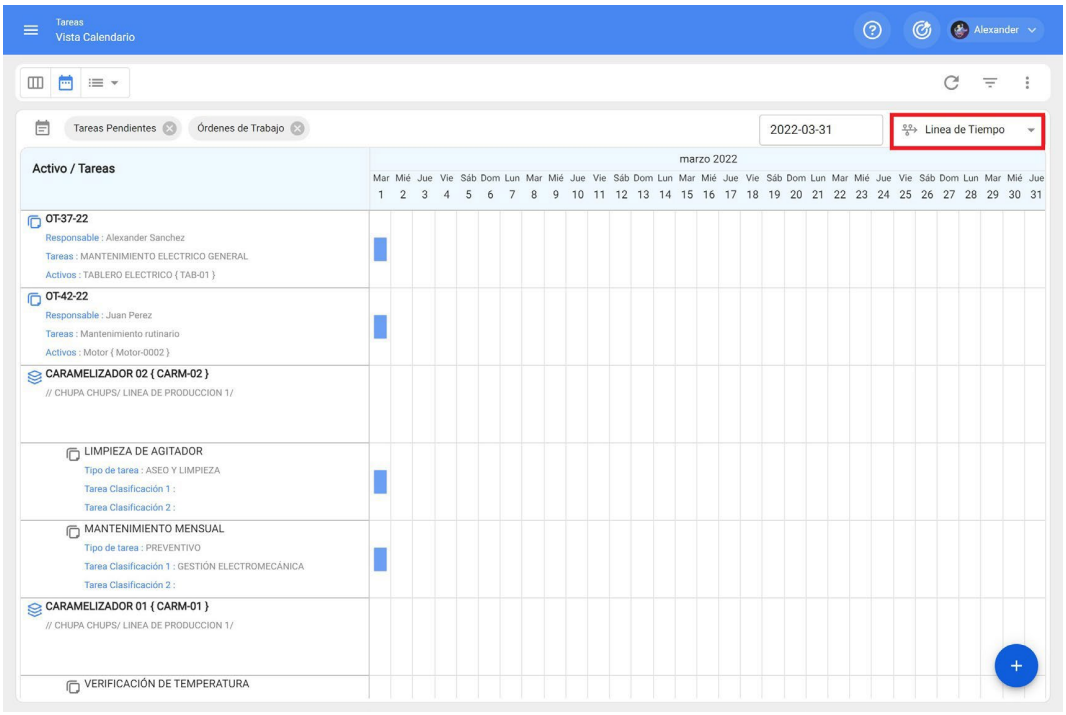


Then we must enter the calendar view as shown below:



Once in the calendar view, we will choose time line




Tareas
Vista Calendario
Alexander
Tareas Pendientes
Órdenes de Trabajo
2022-03-31
Linea de Tiempo
Activo / Tareas
marzo 2022
Mar Mié Jue Vie Sáb Dom Lun Mar Mié Jue Vie Sáb Dom Lun Mar Mié Jue Vie Sáb Dom Lun Mar Mié Jue Vie Sáb Dom Lun Mar Mié Jue
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
OT-37-22
Responsable : Alexander Sanchez
Tareas : MANTENIMIENTO ELECTRICO GENERAL
Activos : TABLERO ELECTRICO { TAB-01 }
OT-42-22
Responsable : Juan Perez
Tareas : Mantenimiento rutinario
Activos : Motor { Motor-0002 }
CARAMELIZADOR 02 { CARM-02 }
// CHUPA CHUPS/ LINEA DE PRODUCCION 1/
LIMPIEZA DE AGITADOR
Tipo de tarea : ASEO Y LIMPIEZA
Tarea Clasificación 1 :
Tarea Clasificación 2 :
MANTENIMIENTO MENSUAL
Tipo de tarea : PREVENTIVO
Tarea Clasificación 1 : GESTIÓN ELECTROMECÁNICA
Tarea Clasificación 2 :
CARAMELIZADOR 01 { CARM-01 }
// CHUPA CHUPS/ LINEA DE PRODUCCION 1/
VERIFICACIÓN DE TEMPERATURA

In my company I have several user profiles Does Fracttal have role-based access controls to allow separation of access (admins, power users, users, etc)?

help.fracttal.com/en/articles/6079821-in-my-company-I-have-various-user-profiles-fracttal-has-role-based-access-controls-to-allow-separation-of-access-admins-power-users-users-etc.

Yes, and it is 100% configurable from the configuration module. Fracttal has predefined user groups. In addition, it offers the possibility of creating and customizing the necessary user groups with their respective permissions and accesses.

Is it possible to make the option of a WO attachment mandatory?

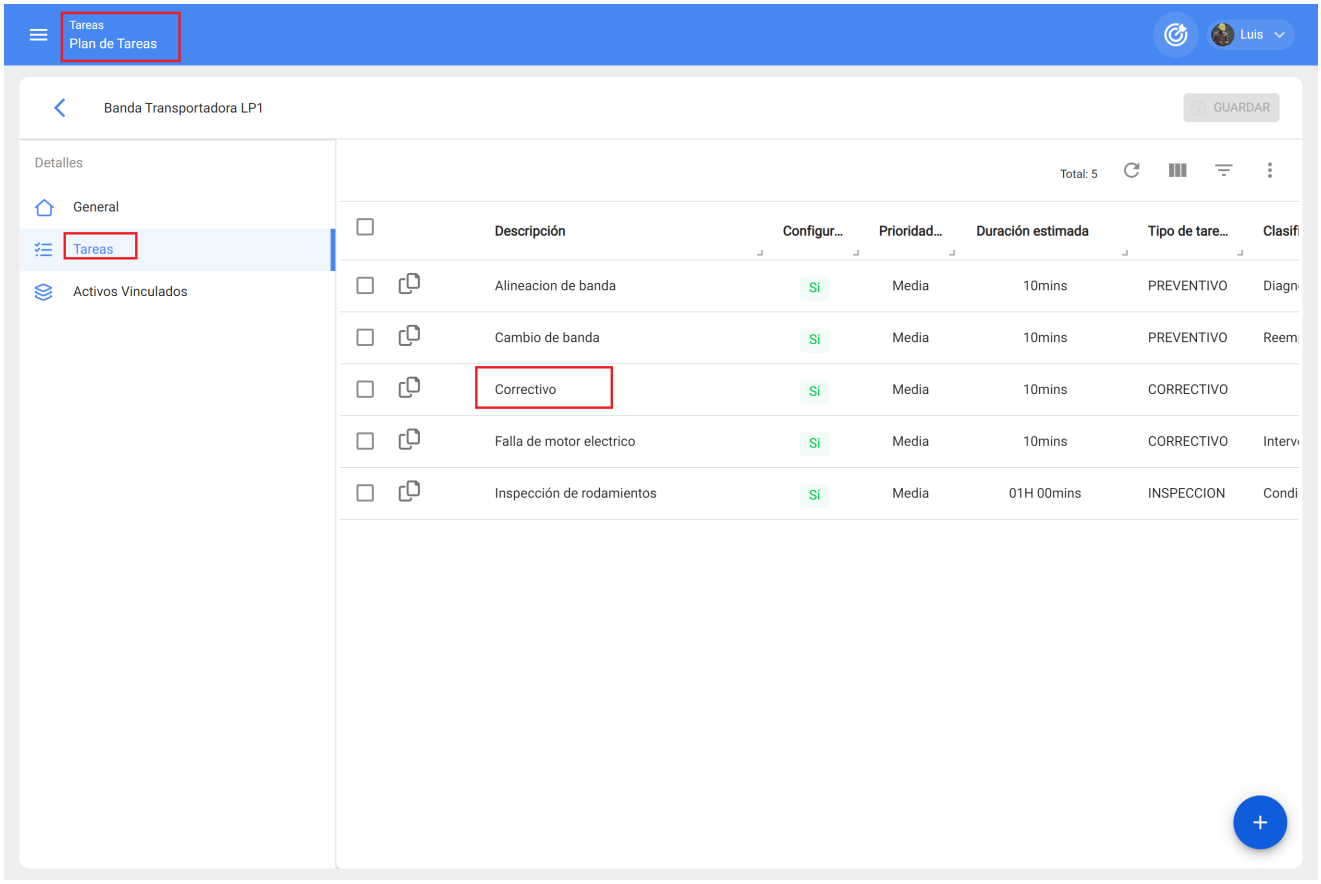
help.fracttal.com/en/articles/6457406-is-it-possible-to-make-the-option-of-an-adjunct-to-the-OT **mandatory?**

Yes, this option is possible in Fracttal One and in order to take advantage of it we share with you the process you must follow. Remember that this step must be performed directly in the task.

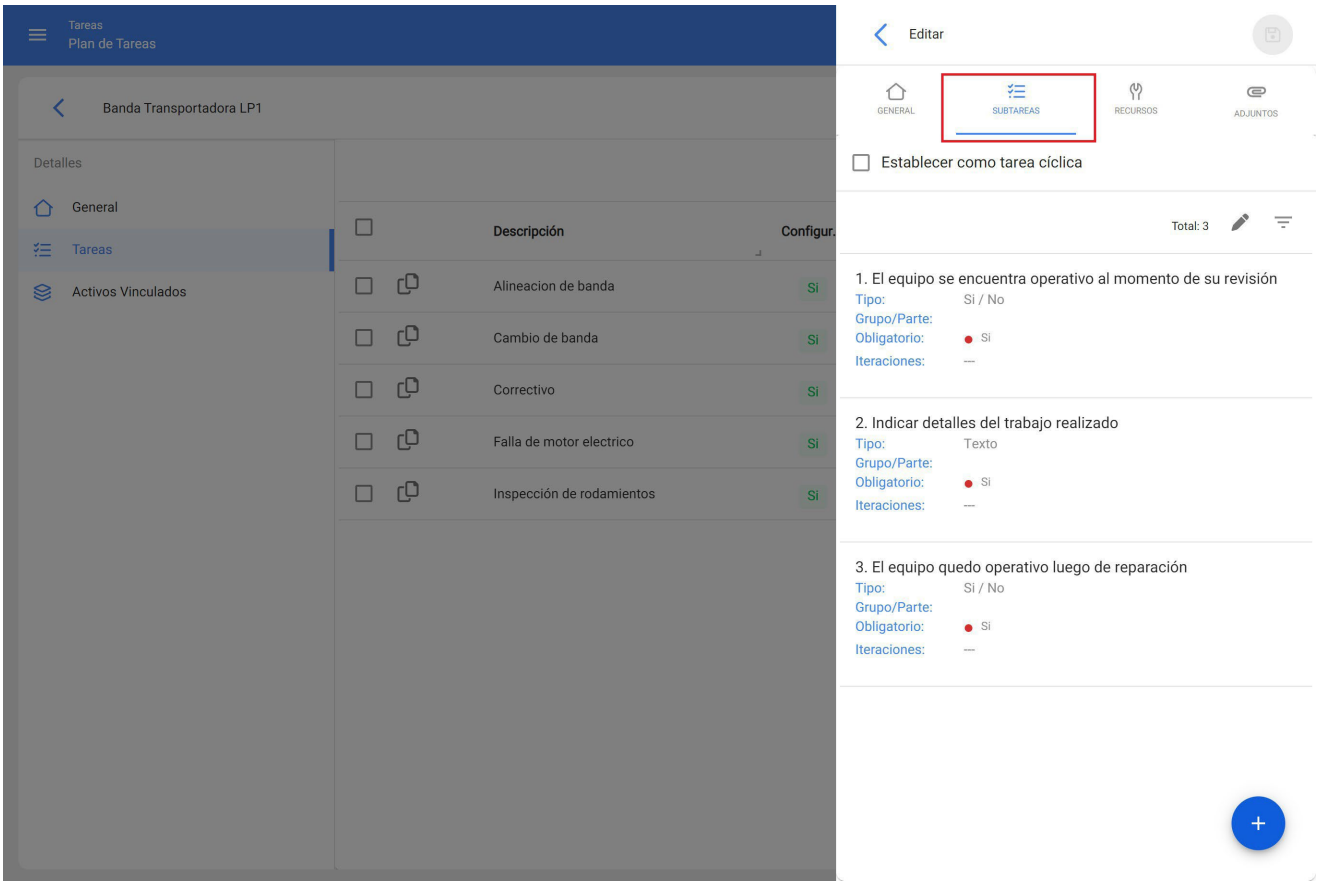
Planned work management

For planned maintenance work management, it is necessary to create this step-by-step directly in the task within the respective work management plan.

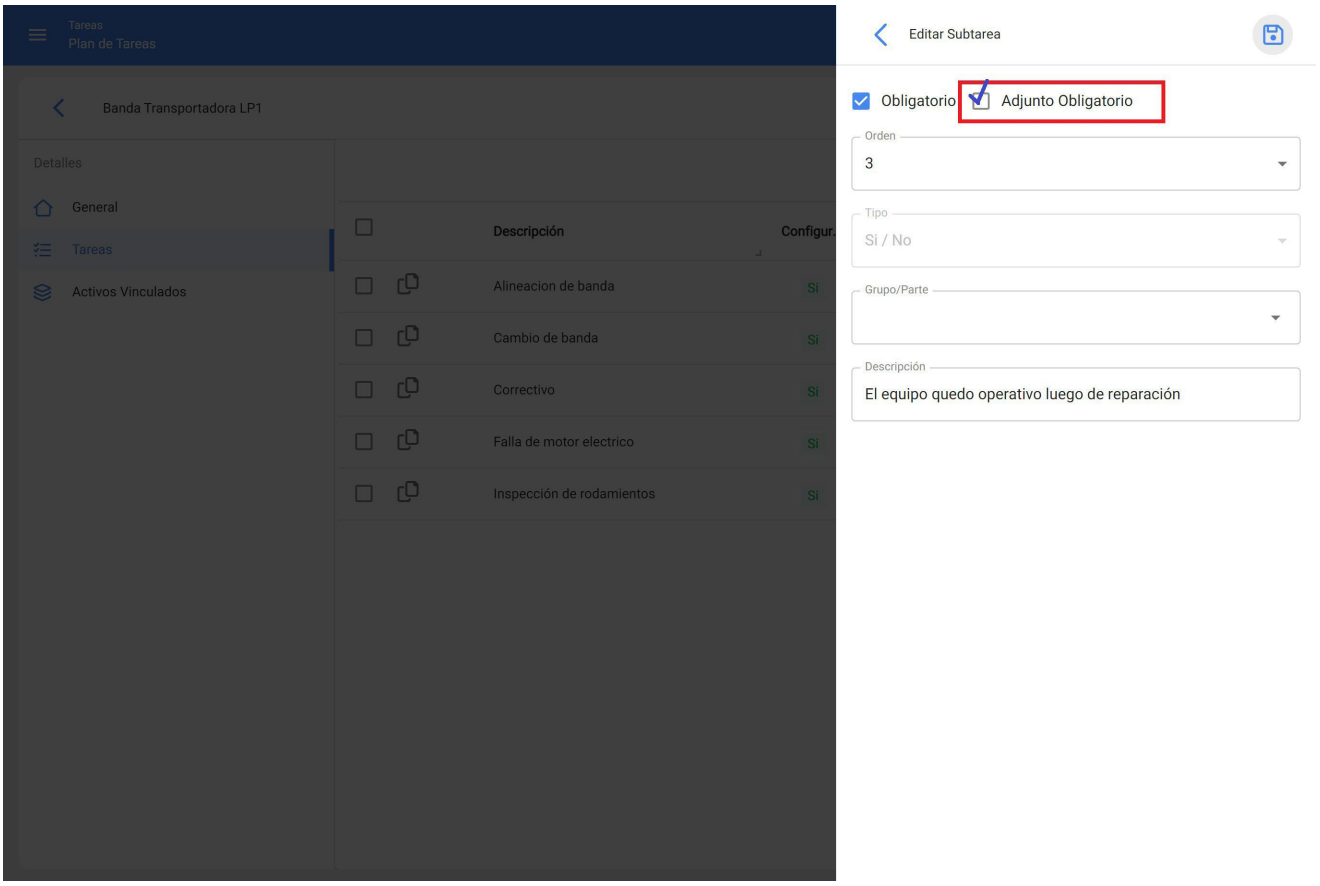
1. Enter the Work Management module and open the corresponding maintenance plan.



2. Open the task where you need to have this requirement and then go to the subtasks tab.



3. Select the subtask(s) requiring a mandatory attachment and check the Mandatory Attachment option.



4. Save changes. When executing the planned task in a WO, for the subtasks configured as mandatory attachment, you must answer according to the type of subtask and additionally attach an image, note or link.

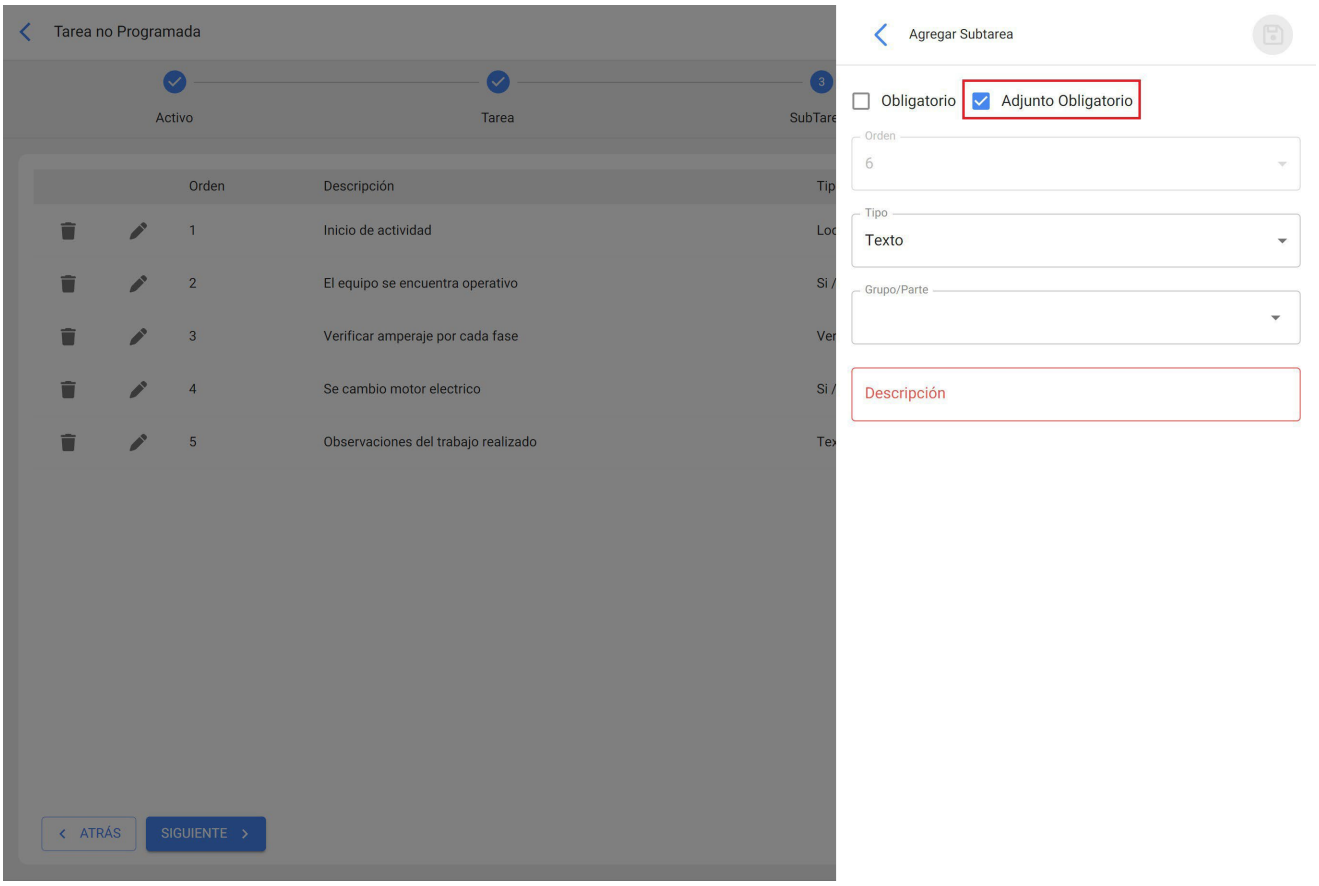
Unplanned work management

For unplanned work management, it is necessary to create this step-by-step when creating the pending task:

1. Perform the step-by-step of creating an unplanned task as shown in this article: How to create unplanned ots.

2. At step 3 the subtask must be created as usual:

3. For subtasks that require a mandatory attachment, check the Mandatory Attachment option, and continue as normal with the creation of the subtask:



4. Save changes. When executing the planned task in a WO, for the subtasks configured as mandatory attachment, you must answer according to the type of subtask and additionally attach an image, note or link.

Is it possible to test Predictto with my own data?

help.fracttal.com/en/articles/6079762-is-possible-to-test-predict-with-my-own-data

We have a tool called DataLab, which allows us to load both historical records of failures (Events) and variable monitoring data (Measurements), from flat files.

This allows our users to upload their data to experiment with Predictto, and decide whether they want to connect to Fracttal in the future or to carry out an integration project.

Is it a reality that the time of failure of an asset can be predicted?

help.fracttal.com/articles/6079757-is-a-reality-that-you-can-predict-the-time-of-failure-of-an-asset

It is possible to make forecasts, but it is not possible to know with certainty the exact moment of failure. This is why at Predictto all our forecasts have confidence intervals, which allows you to decide the level of risk you want to assume.

It is also important to keep in mind that by knowing the failure forecasts and taking preventive maintenance actions, it is likely that the failures that were initially predicted will never occur. All models generated in Predictto can be retrained, so that the forecasts can be updated with the new information that is collected.

Is there a minimum contract period for Fracttal One?

help.fracttal.com/en/articles/6079795-there-is-a-minimum-contract-period-for-fracttal-one

We have a standard contract period of 12 months. This period was determined based on the experience of our clients when contracting our service for one year, all of them obtain better results in the long term.

Based on our commitment to your success, this minimum period is necessary, however if something unforeseen happens in your organization that prevents you for economic reasons to continue paying for the service or we do not meet your expectations then you can cancel the contract at any time without penalty.

Does Fracttal One have an option to audit changes made to the solution (traceability of changes)?

help.fracttal.com/en/articles/6079861-fracttal-one-account-with-option-to-audit-changes-made-in-the-solution-traceability-of-changes

Yes, we have an Add-on called TRANSACTION LOG where you can view the history of actions performed by each user within all modules. For example, you can visualize the user who deleted asset X, or verify the day of deletion of human resource Y.

Is there any limit to the information I can register in Fracttal One?

help.fracttal.com/en/articles/6079777-is-there-any-limit-on-the-information-I-can-record-on-fracttal-one

No, in Fracttal One the information is unlimited, you can register all the data you need because it has a scalable architecture and a modern and flexible configuration platform.

Are there any hidden costs other than paying for the Fracttal One subscription plan?

help.fracttal.com/en/articles/6079793-there-are-hidden-costs-different-from-payment-of-the-fracttal-one-subscription-plan

No, once you sign up for Fracttal One there are no other hidden charges that apply in addition to the monthly fee for the use of the Cloud Software which includes system access, security, backups and support.

(Professional services such as consulting and integrations are not included in this monthly subscription and must be contracted depending on the organization's needs).

Do I need to buy Servers or other software licenses to implement Fracttal One?

help.fracttal.com/en/articles/6079802-need-to-buy-servers-o-licenses-from-other-software-to-deploy-fracttal-one

No, with Fracttal One, you no longer have to worry about acquiring servers or operating system and database licenses, installing disks or performing permanent backups, because it is a truly 100% cloud-based solution that stores and organizes all of your company's information, guaranteeing fast, secure and easy access from any device, place or time.

Do I need to hire an implementation service to get started with Fracttal One?

help.fracttal.com/en/articles/6079796-I-need-mandatory-hire-an-implementation-service-to-start-with-fracttal-one

No, when you hire Fracttal we want you to take full advantage of the potential of the tool, so you will have all the support of the Customer Success team, we have instances such as Ask the Expert every week and every 2 months we conduct our Fracttal University where you will learn how Fracttal One works, how to configure and use the tool, among other things obtaining satisfactory results in the shortest time.

In any case, if you require the on-site implementation service, you can of course hire our implementation consulting service where you will have your own consultant responsible for developing and applying your implementation project. This service is highly recommended for large companies and corporations.

What assets are the reliability models with Weibull analysis useful for?

help.fracttal.com/articles/6079755-what-triggers-serve-me-reliability-models-with-weibull-analysis

Weibull is not intended for a particular type of asset. Any asset for which there are records of failures is susceptible to be analyzed using this methodology.

Why should I implement a software like Fracttal One in my company? I currently use Excel, what benefits would I get?

help.fracttal.com/en/articles/6079774-why-should-I-implement-software-like-fracttal-one-in-my-company-currently-using-excel-what-benefits-would-I-get?

An asset management solution with Fracttal One's features is indispensable for any company, since it is designed to update and make correct use of the enormous amount of information that a company must document and keep available at all times.

Fracttal One replaces human manual control and the margin of error that comes with it, with accurate scientific and statistical indexes that allow for good asset management and decision making based on real and objective evidence. It also eliminates the need to print paper work orders, helps to control inputs and inventories, manage personnel, manage planned and unplanned work activities, keep detailed consumption records, and determine exactly how much parts and spares inventory is needed to meet maintenance demands.

Fracttal One ensures the operational continuity of business assets, anticipating failures and shutdowns before they occur, as it helps you manage everything from simple inspection routines, periodic maintenance, adjustments, lubrication and parts replacement, to real-time condition monitoring enabled by the Internet of Things (IoT) with our Fracttal X devices.

The failure of a part due to lack of maintenance can cause failures that paralyze production for hours or even days, generating heavy losses; hence, the importance of having a solution to efficiently manage preventive maintenance work management, avoiding production stoppages.

But that's not all. By extending the useful life of business assets and ensuring their proper functioning, Fracttal One also helps to reduce the risk of accidents in the workplace, maintaining or even raising the production quality and quality standards of your products and services.

Fracttal One is a tool with such an intuitive user experience that it reduces or virtually eliminates the need to train users. It also helps organize the efficiency of the workforce, and enables the management of essential statistics to increase productivity levels. From the knowledge and observation of

In addition, direct relationships can be established between recorded losses and the effectiveness in the operation of certain equipment, work methods or production strategies.

The correct management of this information will determine the possibility of taking corrective measures to modify processes and increase the quality of products and services.

Consequently, it is very important for organizations of any type and size to rely on a solution such as Fracttal One, which makes it possible to control the entire life cycle of an asset and to plan in advance each of the activities of each component.

Why are models using Weibull analysis (reliability models) important?

help.fracttal.com/en/articles/6079748-why-are-models-using-weibull-analysis-reliability-models-important?

Models that use Weibull analysis do not require monitoring data, so it is an excellent way to make use of the large volumes of information contained, for example, in work orders. These models allow us to make forecasts of the state of our assets when we do not have or cannot count on historical information of critical variables.

It is important to note that Weibull analysis is a type of analysis that has been validated in the maintenance industry for decades. Moreover, it is also used in various fields such as quality management, in the assurance industry, and in different branches of science such as biology, hydrology, among others, where it is necessary to forecast rare events.

Does Predictto only work with Fracttal One and can it be linked to other platforms?

help.fracttal.com/en/articles/6079758-predictto-only-works-with-fracttal-one-can-be-linked-to-other-platforms

Predictto is an open platform, which natively has the ability to establish connections with Fracttal One and Fracttal X, without requiring any complex configuration by the user.

However, there is the possibility of integrating to other data sources (CMMS/GMAO, SCADA, or others), and for this an integration project is needed.

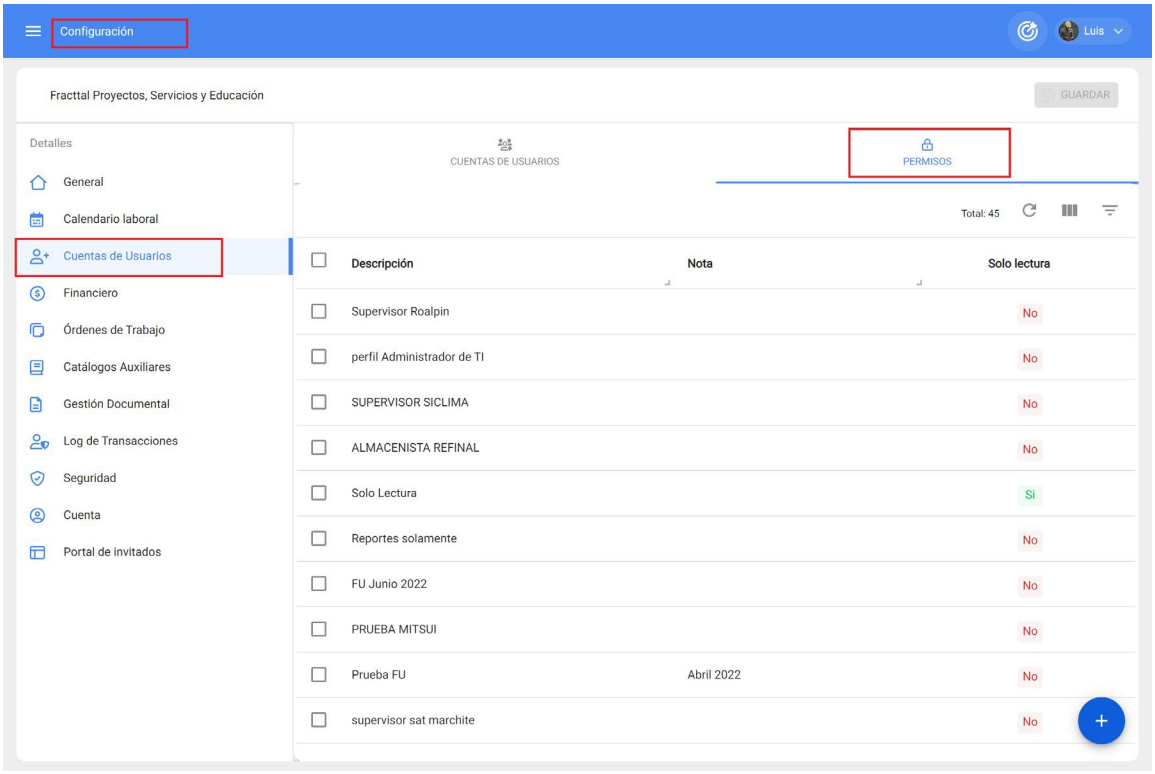
Can I edit or reopen a completed WO?

help.fracttal.com/articles/6457399-can-edit-or-reopen-an-ot-finalized WO

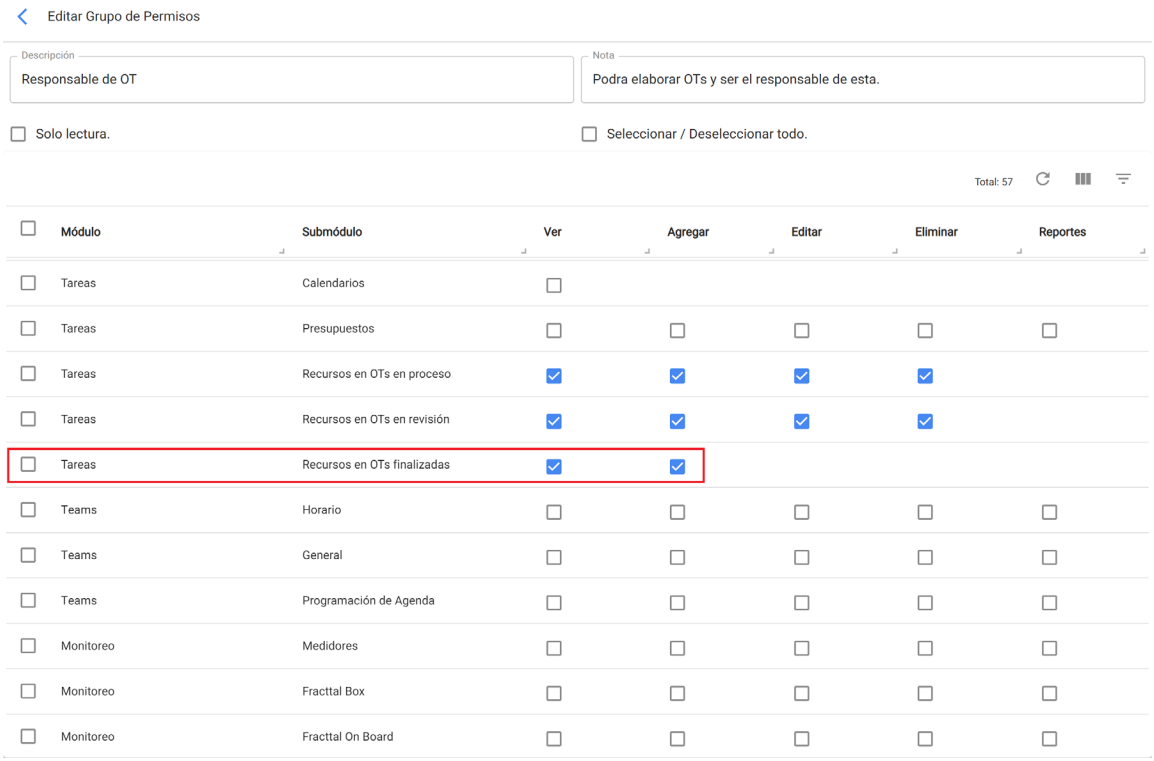
Due to our commitment that the work orders can be 100% auditable is that at the moment of sending a WO to finalized status we are confirming that all the data provided there are verified and correct. This is why we have the *WO in Review* status to confirm this information, so that the data already confirmed cannot be modified as suggested by the outgoing alert when the WO is sent to Finalized status: How to change the status of a WO

In the case where the resources have not been added or some are missing, we do have the option and you can do it by following these steps:

1. Enter the Configuration module and then enter the User Accounts sub-module, clicking on the PERMISSIONS tab:



2. Select the permission group that will be granted the option to add resources when the WO is finished as shown in the following picture



Finally, the changes are saved and you will be able to enter new or more resources.

Can I integrate Fracttal One with other software?

help.fracttal.com/en/articles/6079805-I-can-integrate-fracttal-one-with-other-software

Yes! At Fracttal we handle several Integration APIs.

You can find all the information in the Fracttal Api section of our Help Center.

You can also contact us at for more information.

What is a CMMS like Fracttal One?

help.fracttal.com/en/articles/6079457-what-is-a-cmms-as-fracttal-one

Fracttal One is an innovative asset management solution that integrates the benefits of a CMMS or CMMS maintenance management software and EAM enterprise asset management, with the mobility of an APP and the immediacy of the Internet of Things, giving you control of all your company's assets in one place.

Fracttal One is an intelligent, modern, secure, intuitive, easy-to-use and 100% cloud-based maintenance platform, designed to give you control over all your company's assets, facilitating your work and providing you with a pleasant user experience, anytime, anywhere.

With Fracttal One, companies can plan, organize and execute the maintenance of all types of equipment, control suppliers, manage human resources, manage parts and spare parts inventories, maintenance expenses, manage budgets, emergencies and warranties. All this with powerful statistical indicators and KPIs, in a friendly and fast web interface.

Fracttal One is 100% mobile, designed to provide personnel who are constantly working off-site with a tool to instantly access maintenance or inspection routes, receive alerts and perform work management through their mobile devices.

What is a transactional user in Fracttal One?

help.fracttal.com/en/articles/6079787-what-is-a-transactional-user-at-fracttal-one

A transactional user is a person who is registered in Fracttal One to perform maintenance operations, it can be an own human resource or a third party.

Accounts for work requests or read requests are not counted as transactional users and are unlimited depending on the plan.

Each of our subscription plans include a number of transactional users, however you can add as many additional users as you need to your plan.

What does Predictto do? How does it work?

help.fracttal.com/en/articles/6079723-what-does-predict-what-does-it-work?

Predictto is a tool that aids decision making in maintenance planning, making forecasts of the future state of your assets.

Predictto is capable of calculating degradation models, using measurements of critical variables as training data. It is also capable of creating reliability models, using historical failure records for forecasting purposes.

In the case of degradation models, Predictto learns the behavior of the critical variables of your assets in order to make a prediction of their future behavior. This prediction is then transformed into a forecast of the asset's reliability over time.

On the other hand, reliability models allow forecasting the useful life of an asset or a group of assets through statistical analysis of historical failure records, using Weibull analysis.

What instruments, tools and resources does Predictto replace as a maintenance tool?

help.fracttal.com/en/articles/6079737-what-tools-tools-and-resources-replaces-predict-tool-as-maintenance-tool

Predictto replaces costly external consultancies that perform predictive analytics to indicate the best time to perform maintenance on your assets.

With Predictto, you only need data (which you can extract directly from Fracttal One) to perform predictive analysis and determine the optimal time to perform work management tasks.

What do the m and R2m indicators mean in the reliability models in Predictto?

help.fracttal.com/en/articles/6079754-what-indicators-mean-and-r2m-mean-in-predictor-reliability-models

These indicators describe the behavior of a Weibull distribution, and are analogous to the shape and scale factors.

The indicator **m** (the median) corresponds to the point in time where the reliability is at 50%, so it is a measure of central tendency that is easy to locate from the available data or office tools.

The **R2m** indicator corresponds to the reliability after 0.5 of the median, i.e., it is the probability value located on the reliability curve of m plus 50% of the median.

What type of Assets can be managed in Fracttal?

help.fracttal.com/en/articles/6079768-what-type-of-assets-can-be-managed-in-fracttal

Fracttal is a multifunctional platform, suitable for any type and size of physical assets, allowing you to maintain and extend the life cycle whether it is an installation or physical location (facilities), electrical, mechanical and/or electronic assets (or their component parts). Fracttal is the solution that helps you to reduce corrective maintenance and implement preventive and even predictive maintenance plans by tracking, collecting, transmitting and permanently organizing critical data on their condition and operation.

In general, a company's physical assets can be organized into four main groups, and Fracttal helps you to control them all:

- **Plant and Production:** which correspond to companies engaged in the manufacture of consumer goods of any kind, the processing and production of gas, oil, chemicals in general, mining, electronics, pharmaceuticals and food, among others.
- **Infrastructure:** including highways, railroads, telecommunications, sewage and water, electricity and gas distribution networks, among others.
- **Transportation:** relating to any fleet of motor vehicles for the distribution of goods, military transportation, public transportation, truck fleets, air fleets, among others.
- **Real Estate (facilities):** such as schools, hospitals, offices, clinics, buildings, plants, and any other type of facilities.

Fracttal offers a comprehensive approach to the management of business assets, so it is not limited to the control of the assets contained within such groups (such as industrial equipment, engines, air conditioners, compressors, presses, looms, automotive, agricultural machinery, tractors, dump trucks, buses, boilers, chillers, boats, airplanes, wine cellars, power plants, turbines, buildings, elevators, escalators, hotel facilities, hospitals, services), but also integrates the possibility of gathering and organizing all the data necessary for an efficient management of human resources, as well as for the planning of the planning of the business, turbines, buildings, elevators, escalators, hotels, hospitals, services), but also integrates the possibility of gathering and organizing all the necessary data for an efficient management of inhouse personnel, as well as for the planning and execution of work plans, which will increase the efficiency in the processes and the productivity levels of the company.

What kind of data do I need to work with Predictto?

help.fracttal.com/en/articles/6079738-what-data-type-do-I-need-to-work-with-predictto

Predictto has two types of analysis, according to the data you have available or can collect: in order to calculate degradation models, you need monitoring data corresponding to measurements of critical variables of your assets over time; on the other hand, in order to calculate reliability models, you need historical records of failures, which can be extracted from work orders linked to corrective maintenance.

What variables can be used to generate degradation models in Predictto?

help.fracttal.com/en/articles/6079744-which-variables-can-be-used-to-generate-predict-degradation-models

Degradation models learn the historical behavior of critical variables of your assets to generate forecasts of their future behavior, identifying complex trends over time.

It is important that the variables used are capable of reflecting a degradation of the asset (such as vibration velocity in constant speed motors), and do not correspond to random variable measurements that have nothing to do with the state of the asset.

Who in my company can use Predictto?

help.fracttal.com/en/articles/6079735-who-can-use-predictto-from-my-company

Predictto is aimed at controllers, maintenance and operations managers, maintenance planners, and in general to all people whose responsibilities include making decisions related to maintenance.

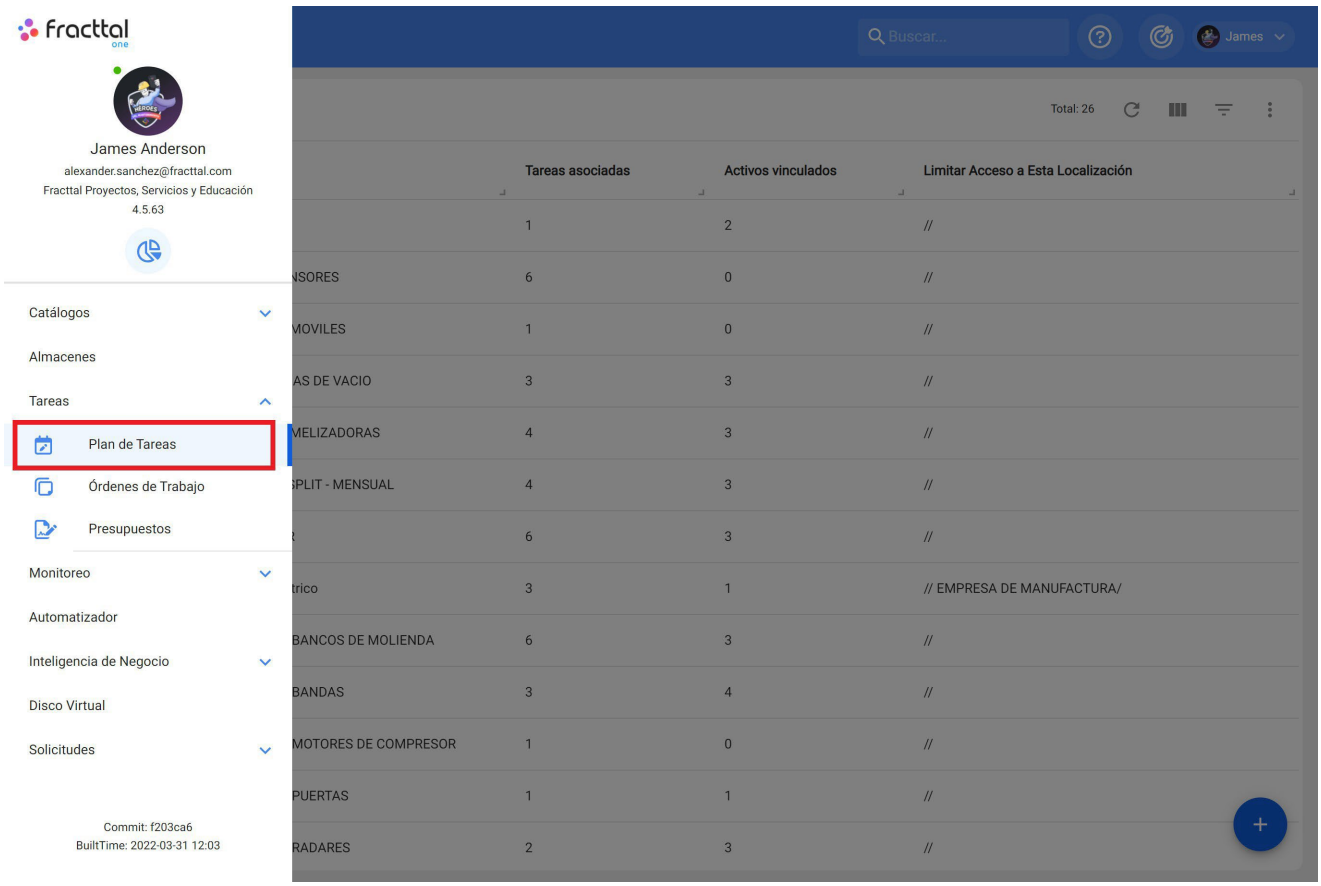
Since the forecasts are presented in a simple way and are accompanied by easy-to-interpret indicators, it is not necessary to be an expert in reliability or a data scientist to use the tool.

Work management with meters, how do I define it? How do I link, plan, meter and asset?

help.fracttal.com/en/articles/6110274-work-management-with-meters-as-defined-as-linkage-plan-meter-and-activate

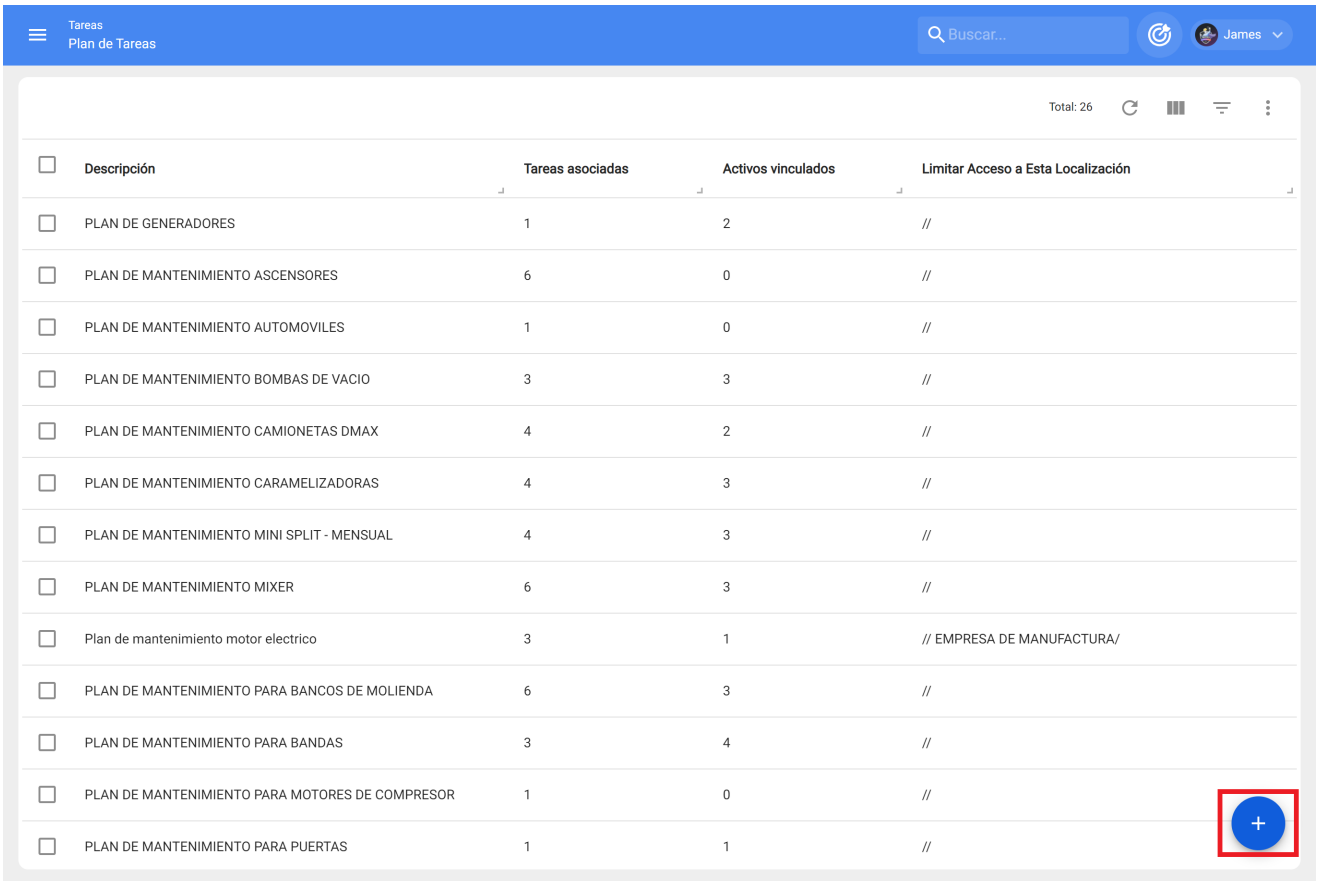
Meter-based maintenance allows us to create work management triggers depending on the number of hours operated on a piece of equipment, the number of kilometers traveled, the number of units produced, critical variables such as temperature, pressure or humidity.

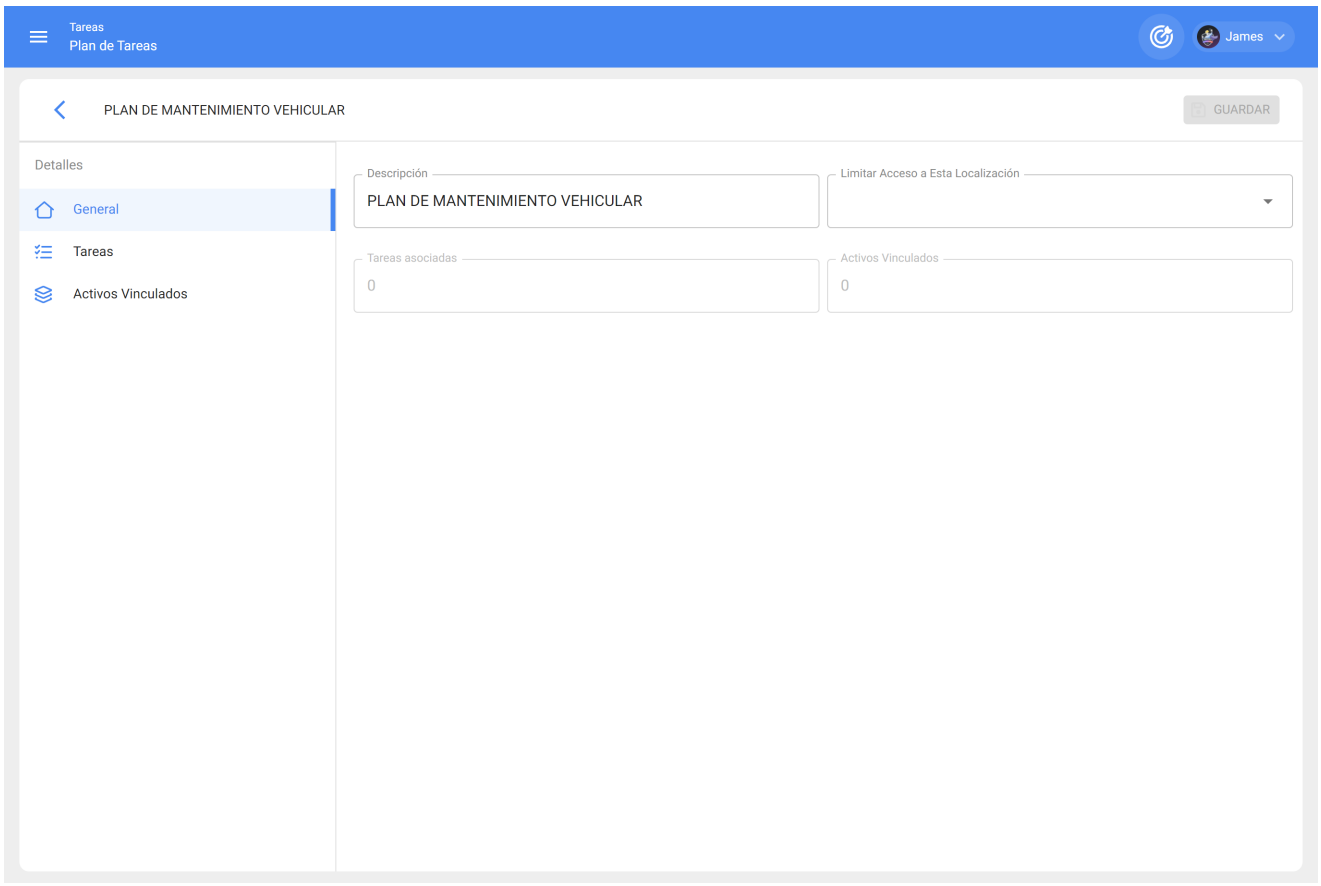
To define a task associated to a meter we must enter the work management module where we will find work management plans.



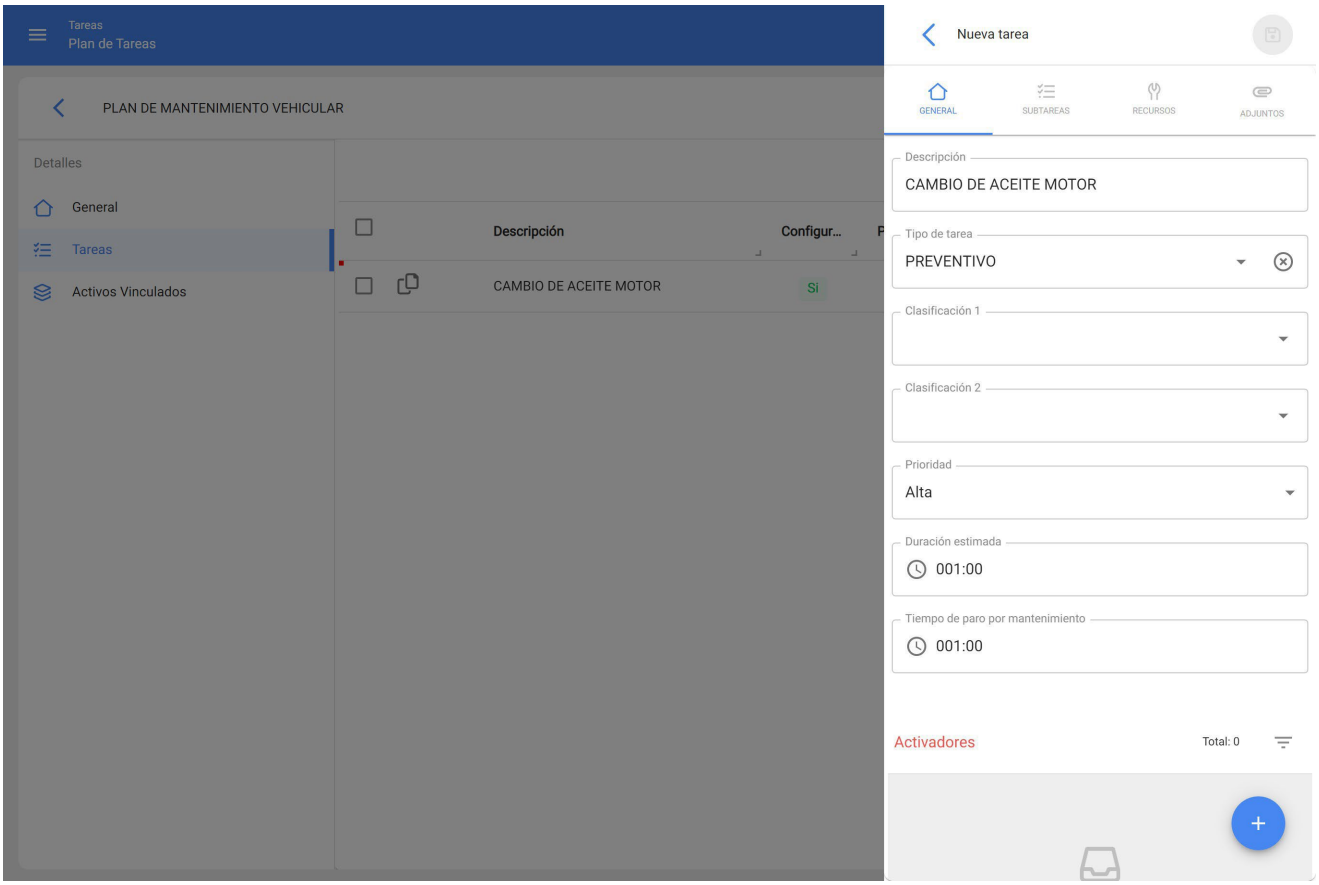
The meter associated with this task can be created previously from the monitoring module in meters, for this you can enter the following link and learn in detail
how to create a new meter?

This meter can also be created at the time of defining the planned maintenance with its respective work management as shown below:

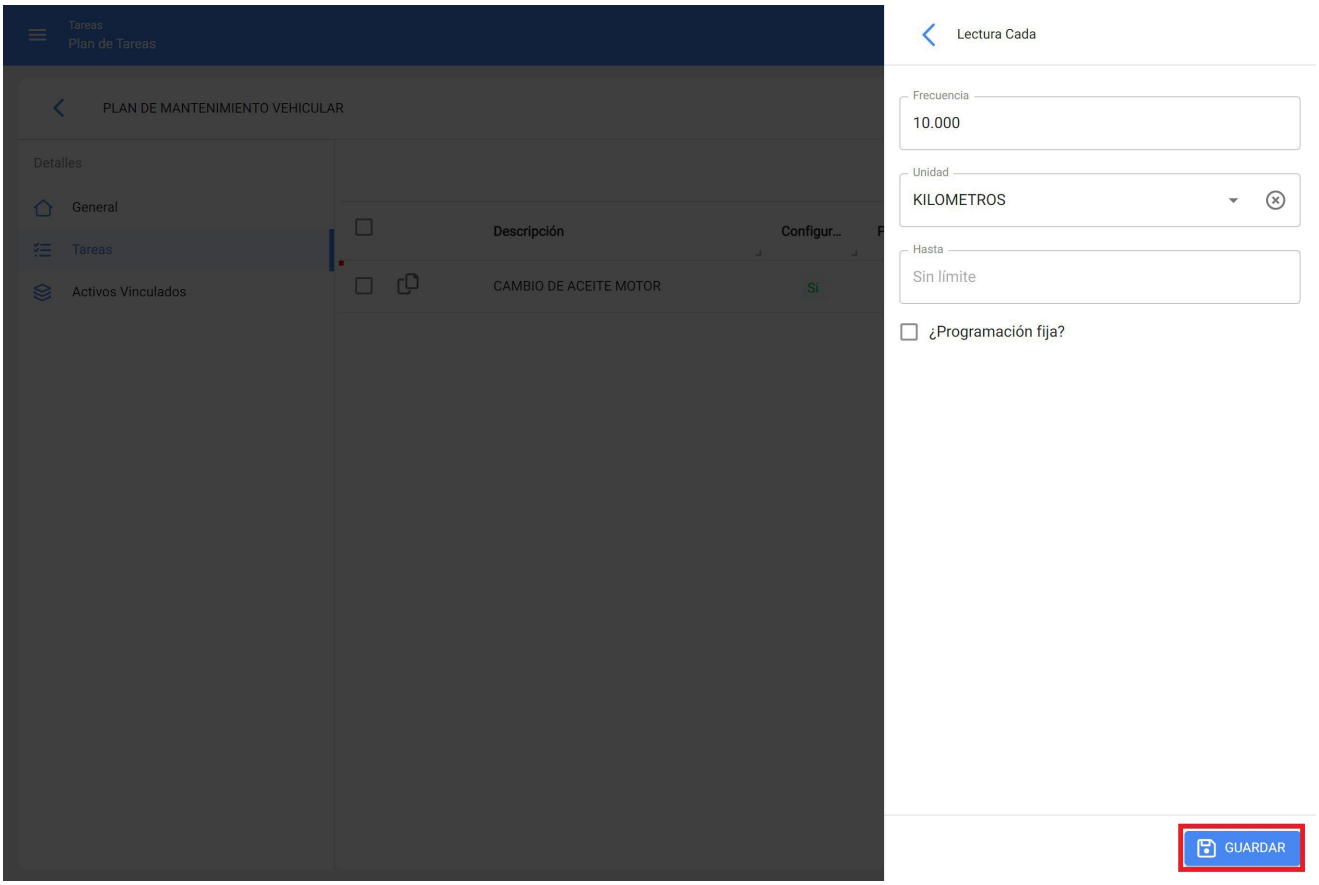




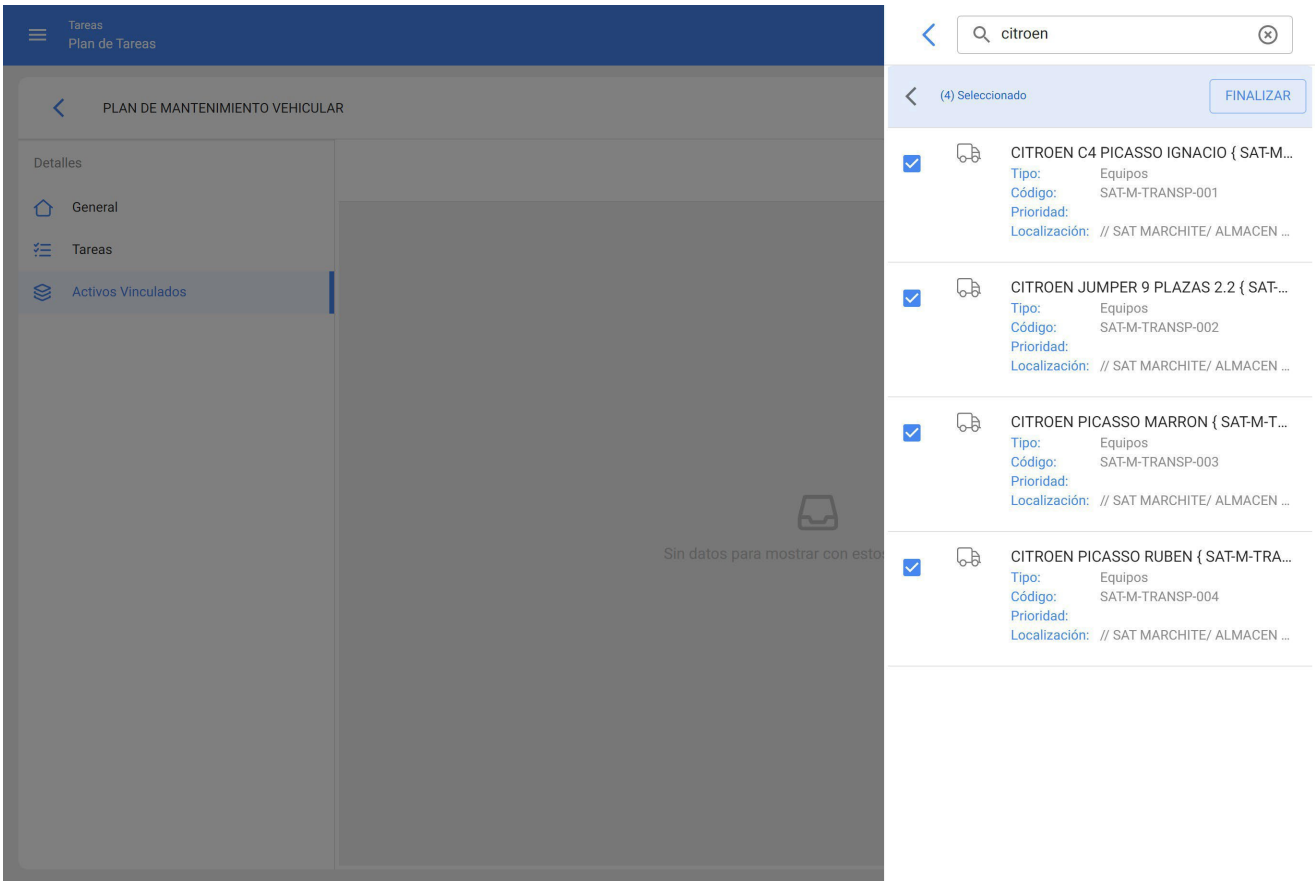
Once the work management plan has been created, the task in question must be defined



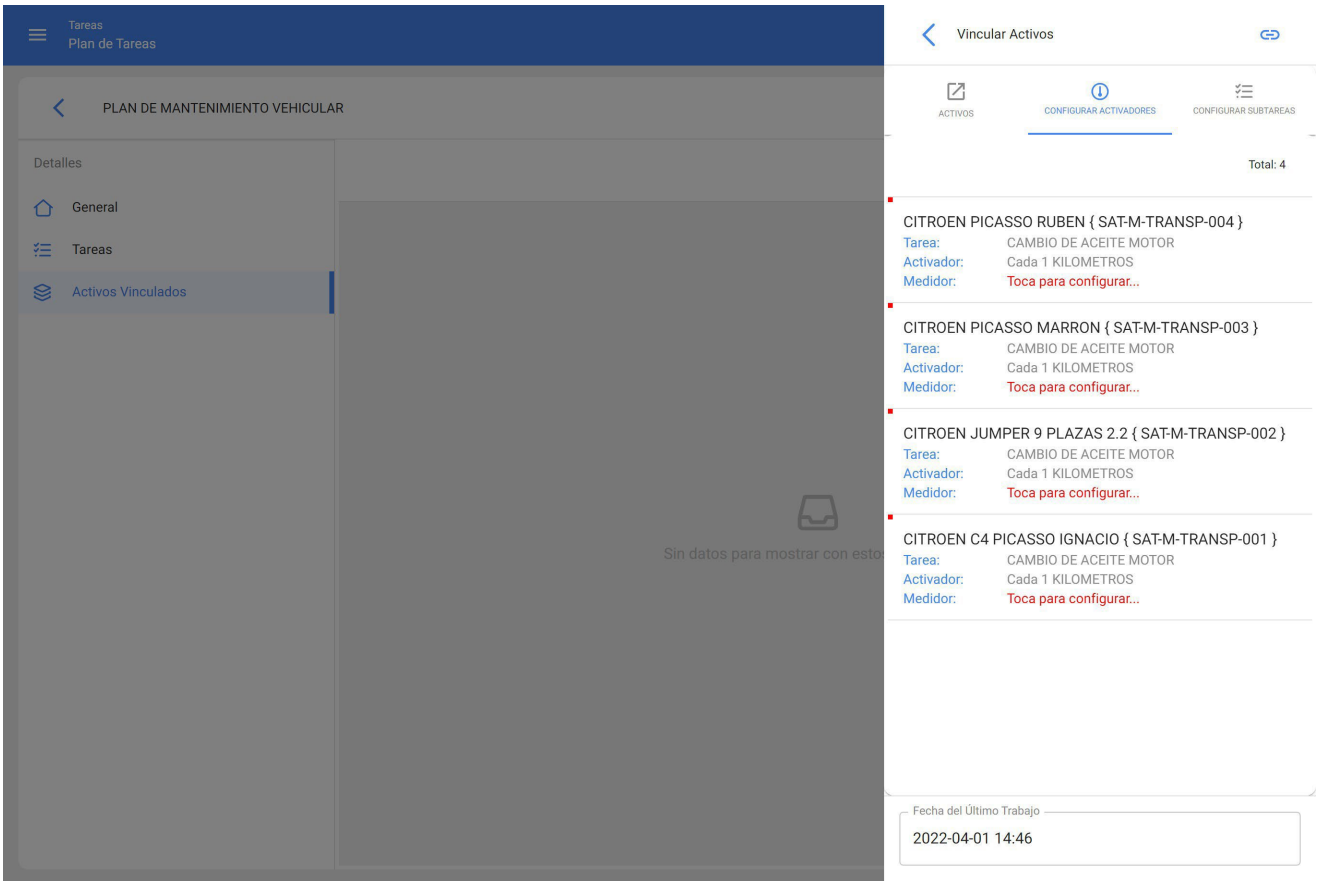
To associate a meter to a task, we must select the trigger every (e.g., every 10,000 km) or the trigger when (e.g., when the temperature is above 90°C). Both base their trigger on accumulator and non accumulator gauges respectively).



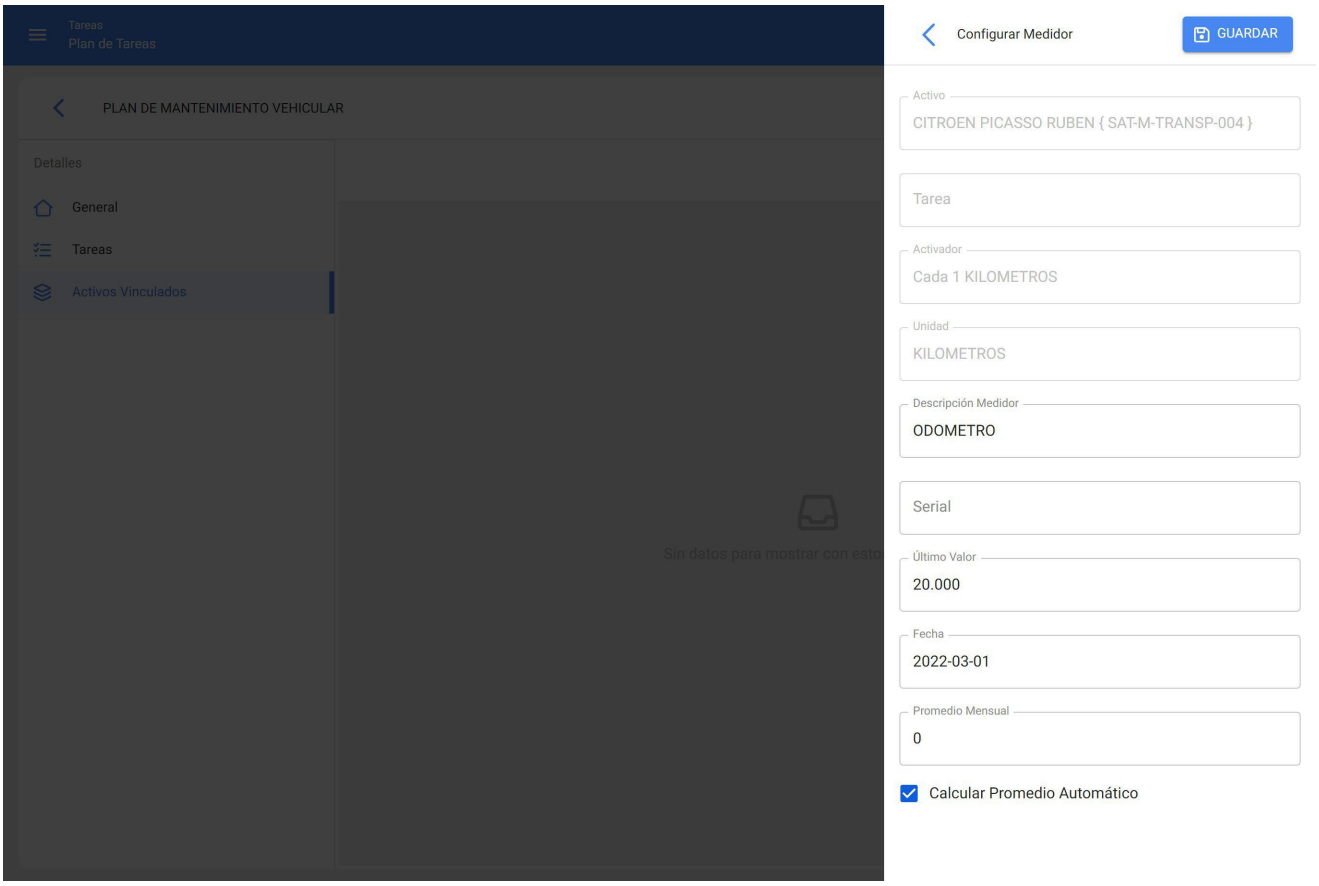
Once the general, subtasks, resources and attachments tabs have been defined, we will link the assets to the plan and associate the meter that will trigger the task.



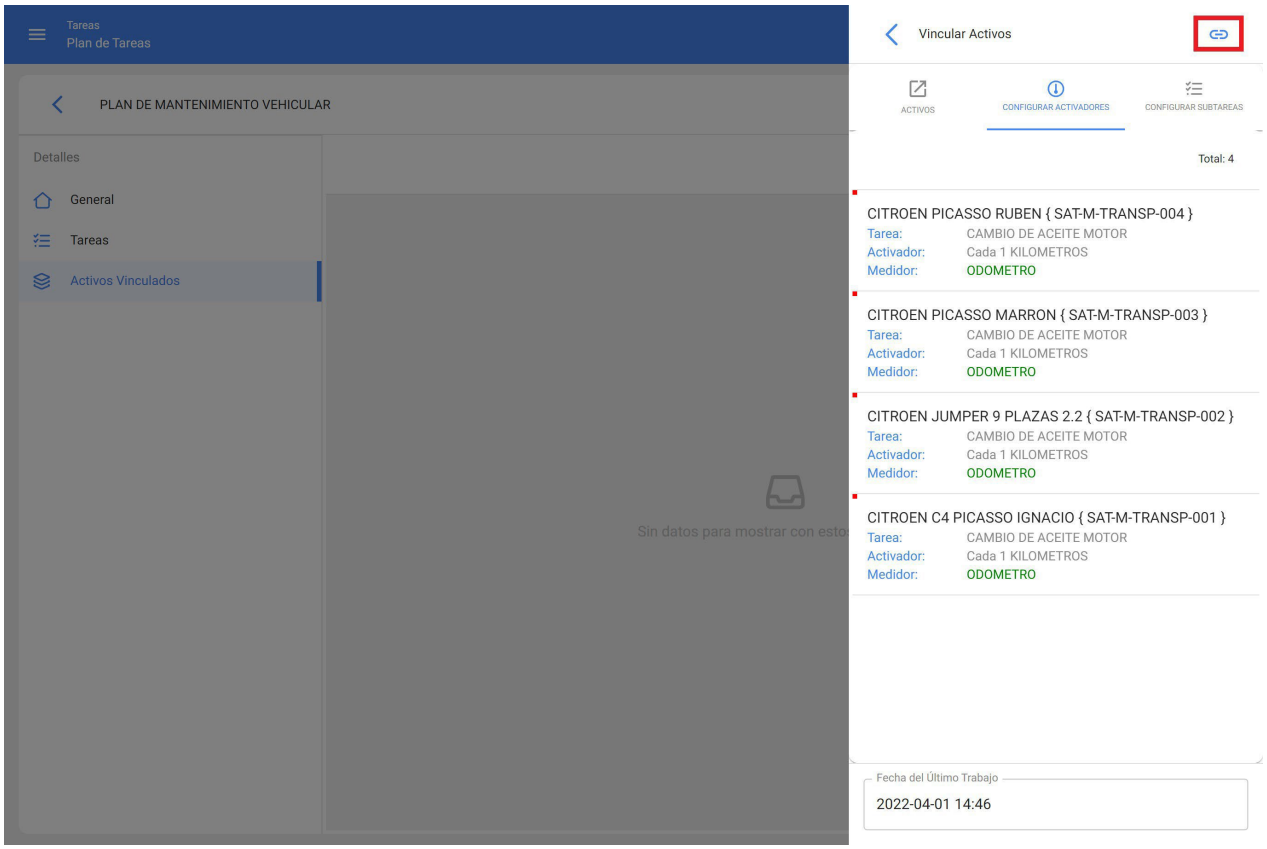
After selecting the assets, we must configure triggers (we will define the counter associated with these assets that will activate the work management).



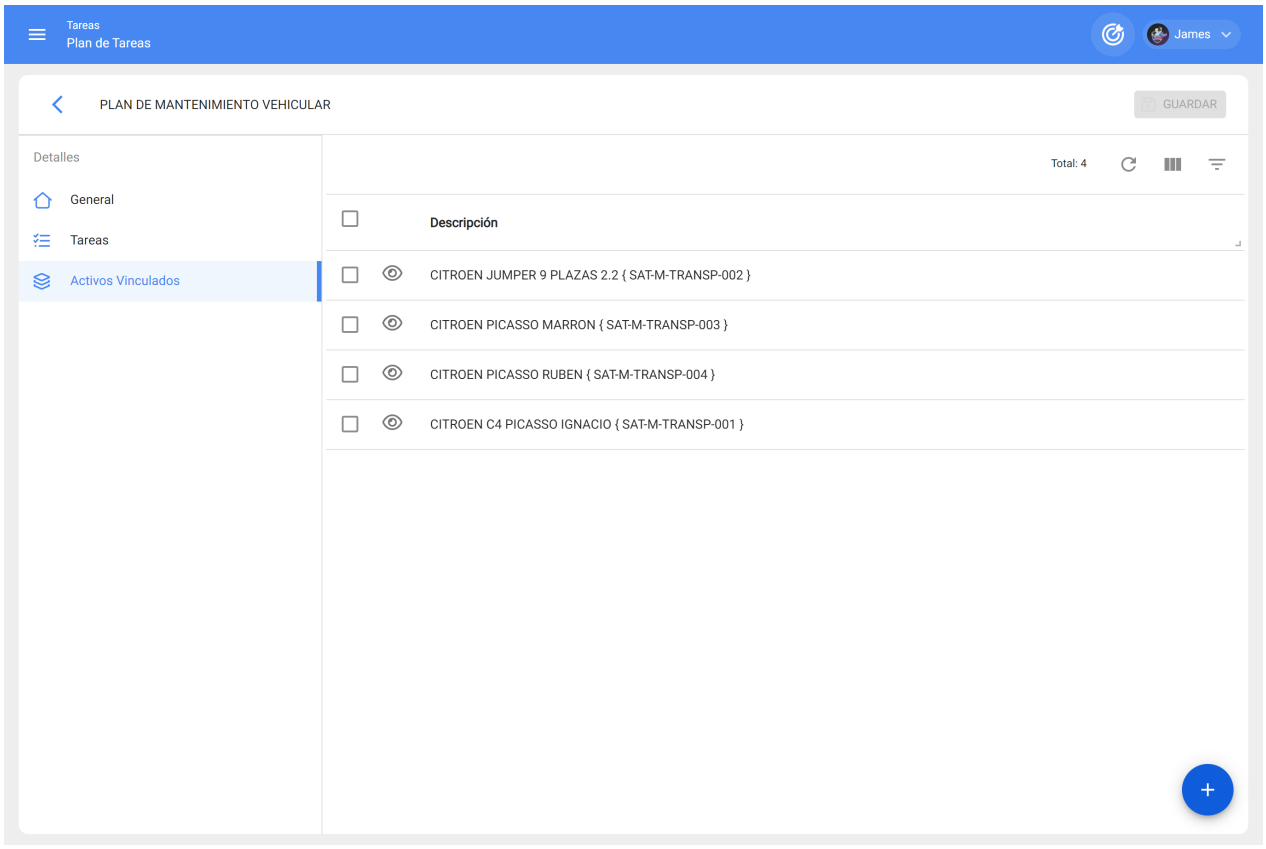
When configuring meters, we will enter the meter description, serial (optional), last value (the system will count from this value for the next trigger), date (of the last value), monthly average (if known) and the option to calculate automatic average. This process must be repeated for the different assets.



To finish we must click on the link button on the upper right hand side.



In this way we will have created a maintenance plan with work management linked to a meter.



I have an existing software and I want to switch to Fracttal One, is it possible to migrate my data?

help.fracttal.com/en/articles/6079864-I-have-software-currently-and-want-to-change-to-fracttal-one-is-possible-migrate-my-data

Yes, during the implementation of Fracttal we support you in the collection of data to be uploaded and in the migration, uploading and validation of the data.

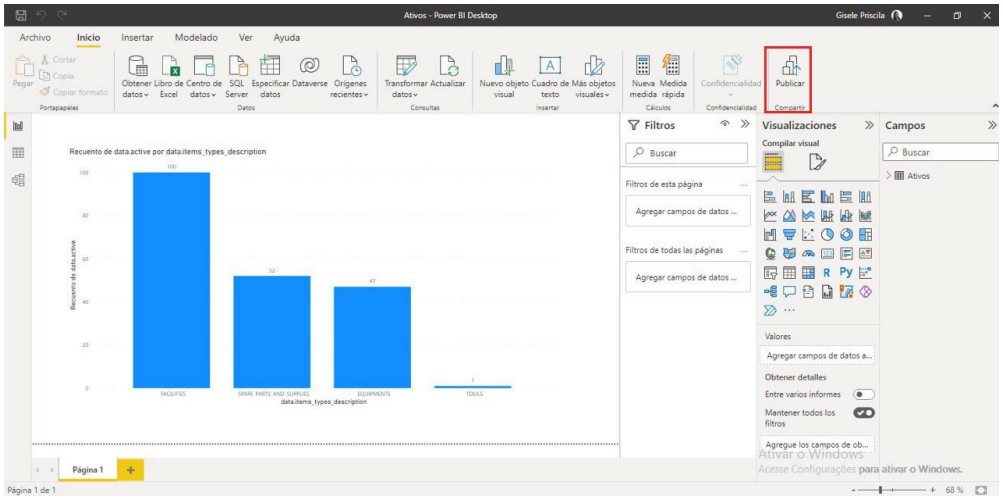
In case you do not have complete asset information, during the pre-project phase we will recommend the best way forward.

You have a Fracttal report in PowerBi, how to update it automatically?

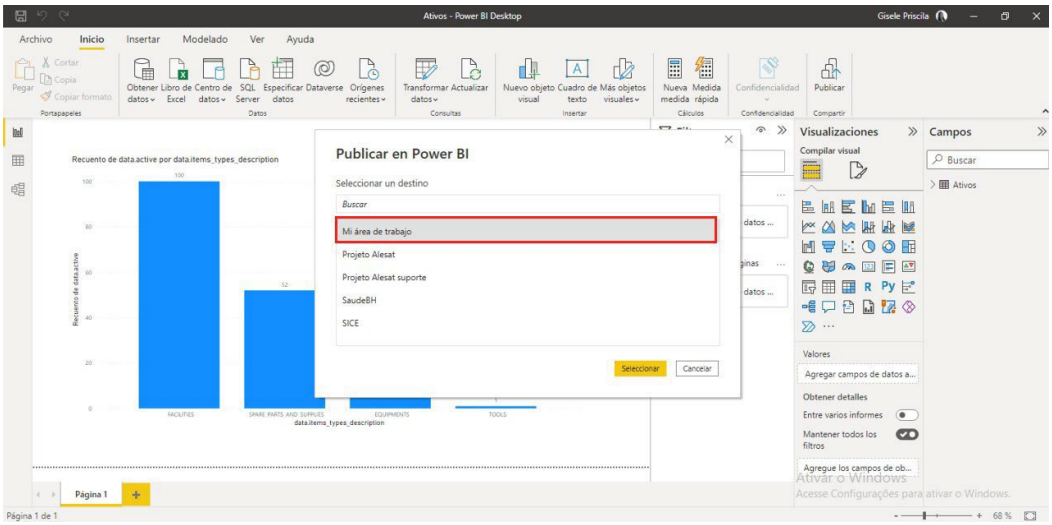
help.fracttal.com/en/articles/6560548-you-have-a-fracttal-report-on-powerbi-how-to-update-it-automatically

To configure the automatic update, the following steps are required

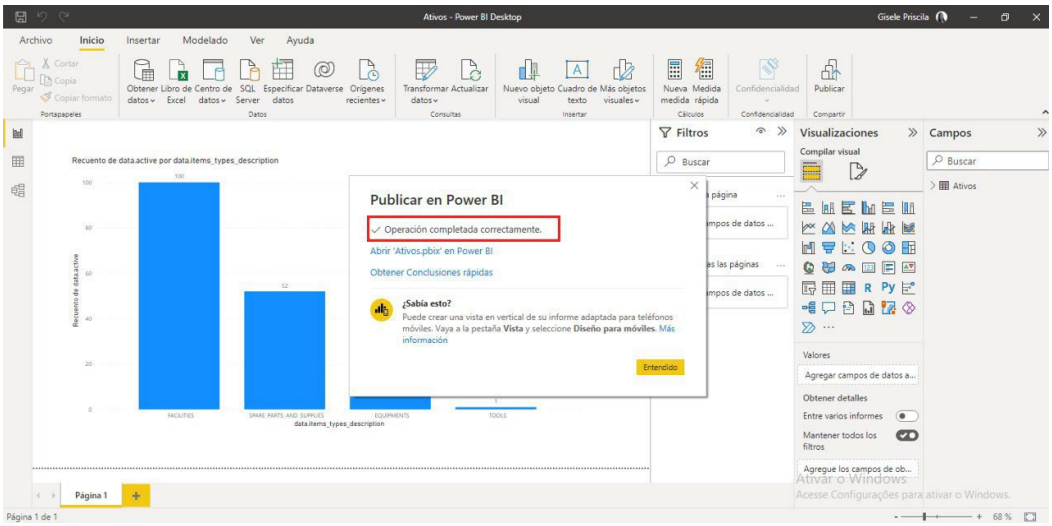
1. Open the project in **Power BI** and click **Publish**.



2. Choose the work area to be published in and click on "**Select**".

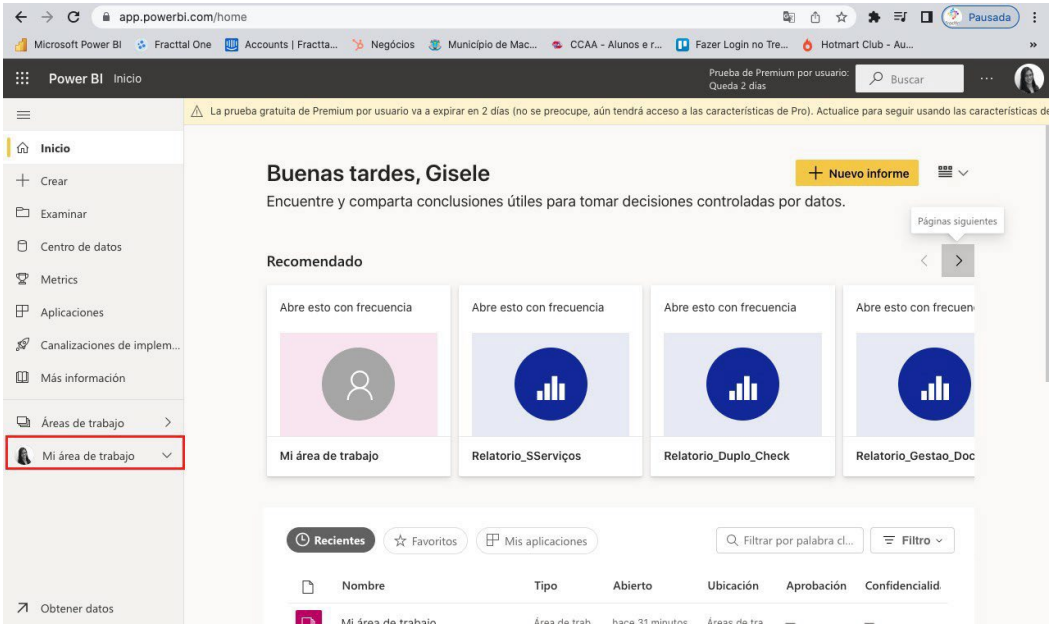


***Note**: Then you must wait for the publishing process, when it finishes it will show the **Operation completed successfully** message as shown in the following figure.*

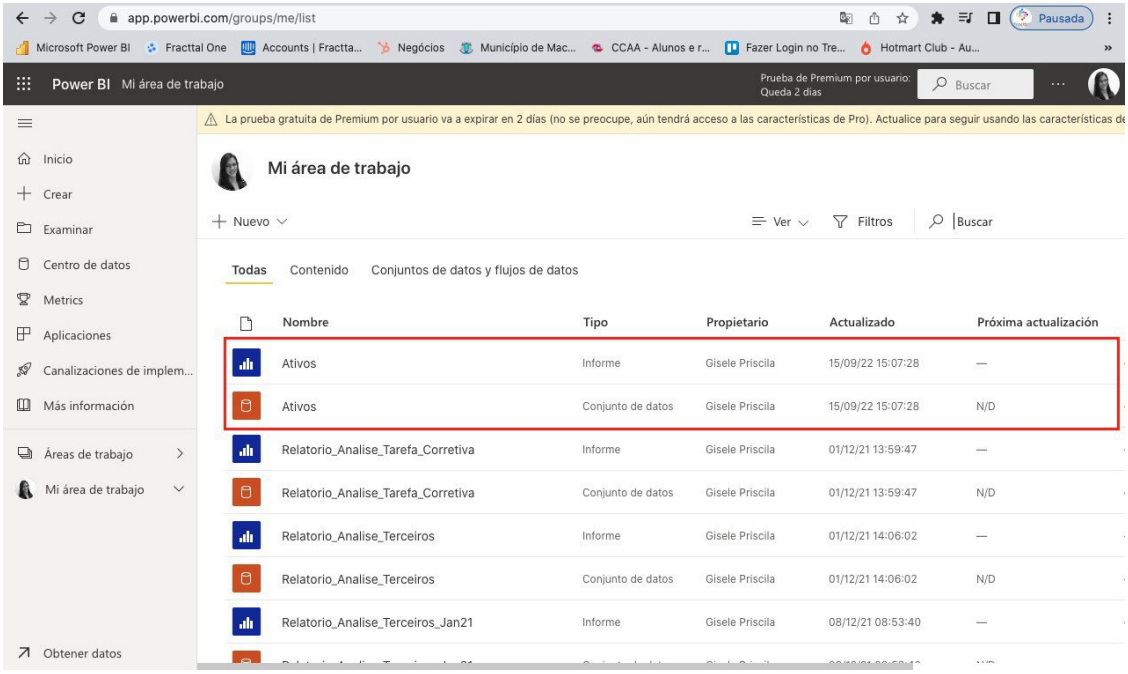


At the end of the publication you must enter **Power BI on the web**.

3. Click on **My workspace** where the project has been published.

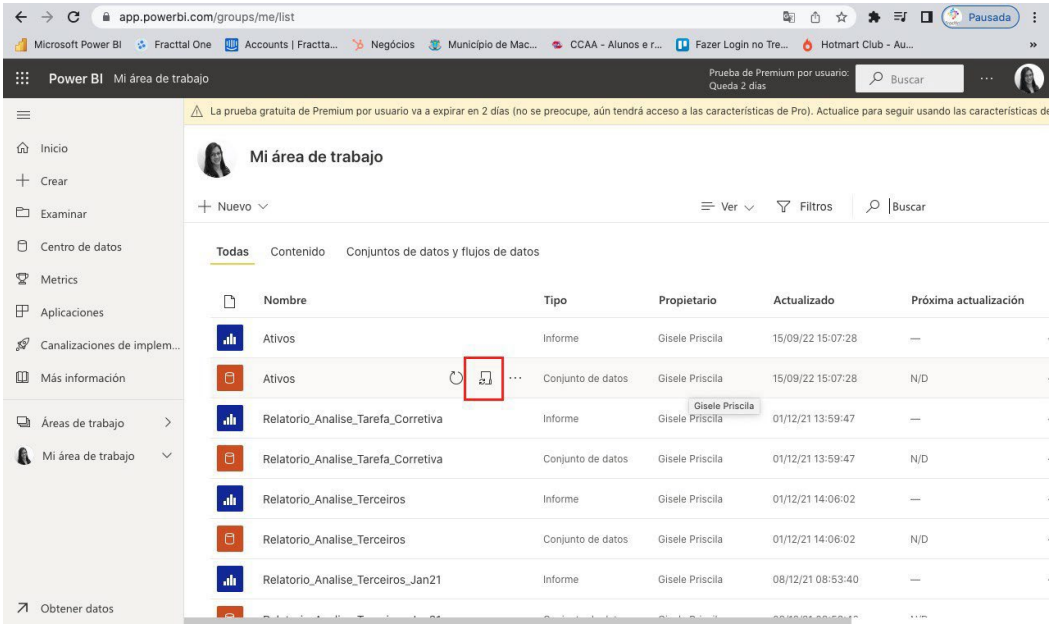


When you open it, you will soon see your project published, within it you will see the database and the report.

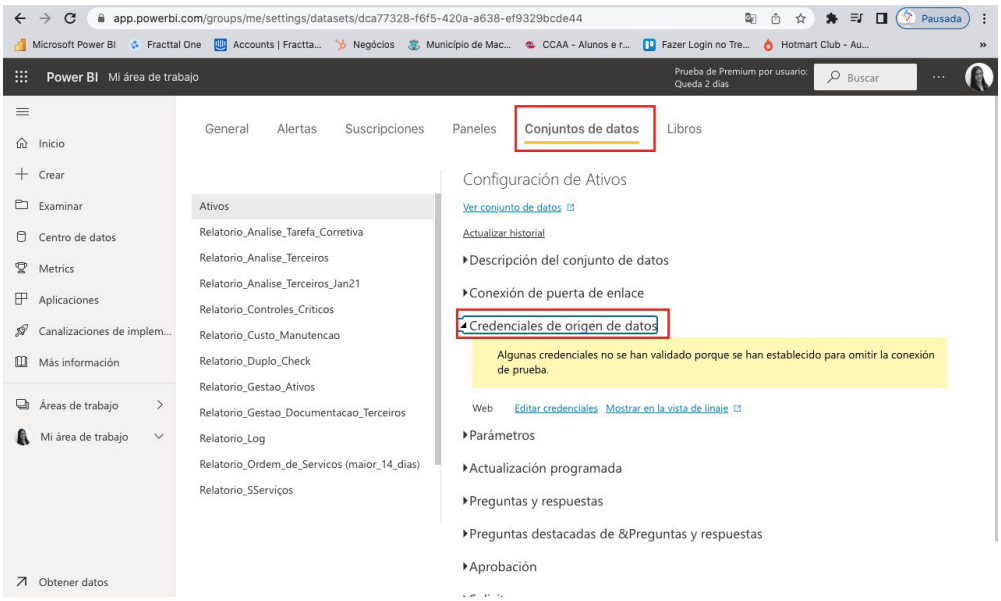


Next, you need to configure the automatic update in Power BI Web.

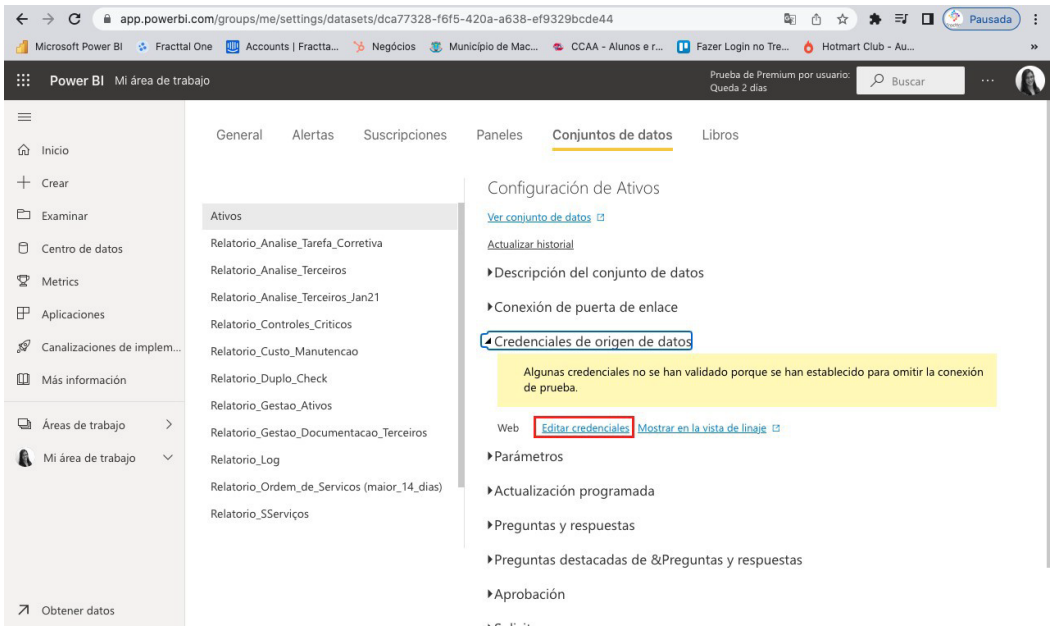
1. Click the button to **schedule the update**.



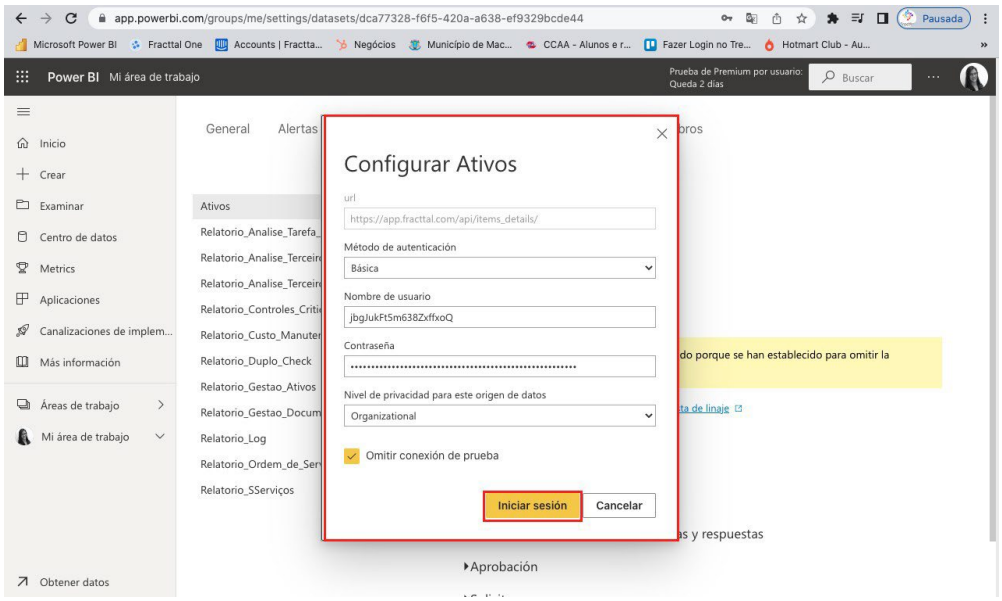
2. It will open in **data sets,** then you must open **data source credentials**.



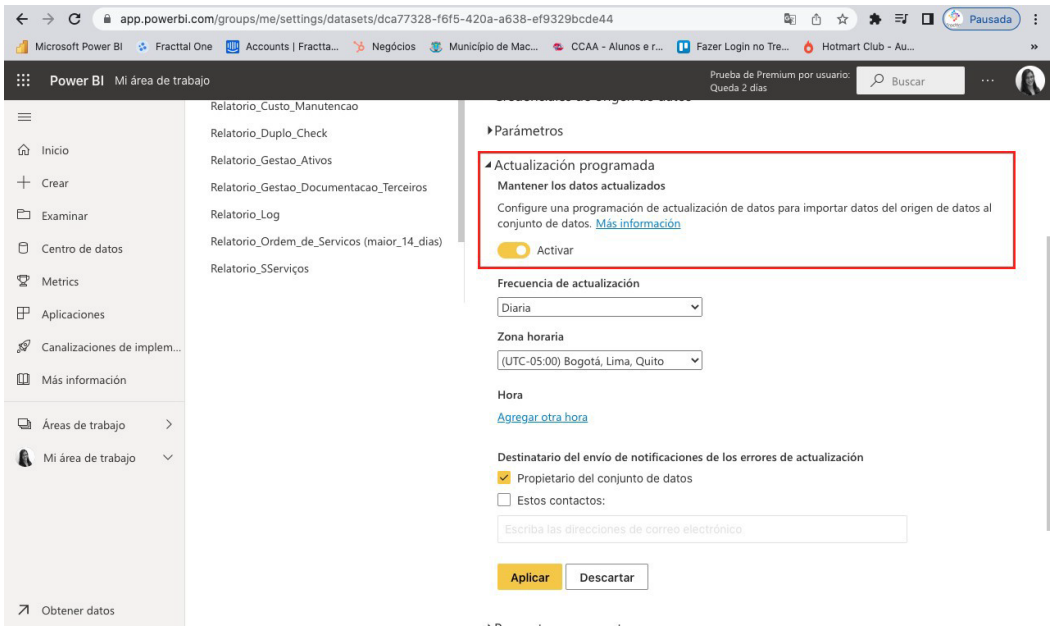
3. You must click on **edit credentials**.



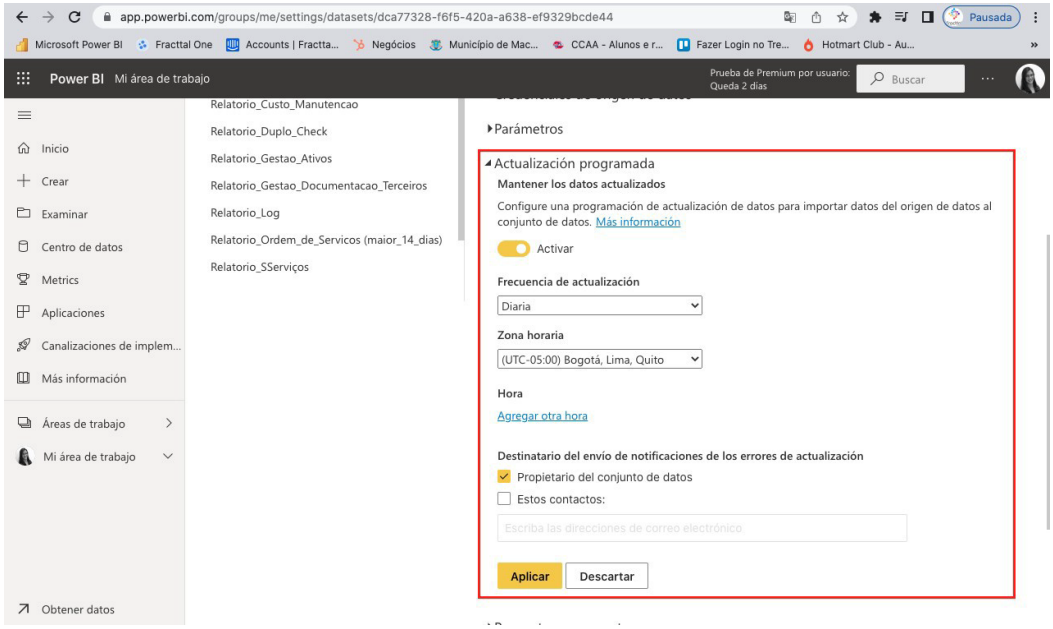
4. Set the form with the **API key and password** information and change the privacy level settings to **Organizational**.



5. Click on **Scheduled Update**.

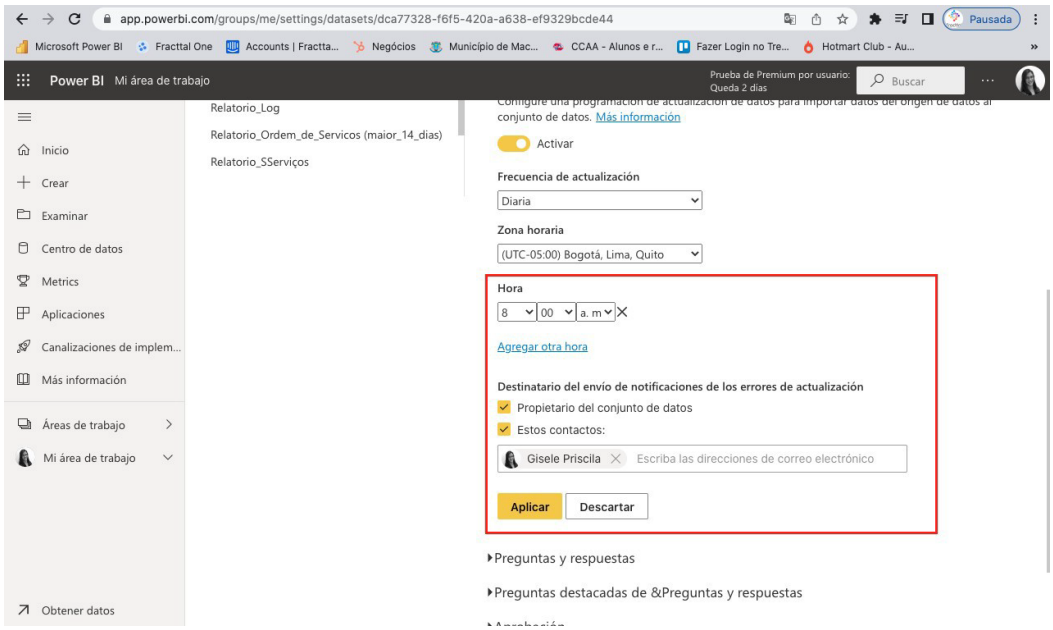


6. Fill in the form with the required information.



***Note**: You can choose the weekly update option and choose on which days the update will be performed.*

7. Set the time at which the update will occur.



***Note**: You can enter an e-mail address to be notified in case of update errors.*

Note: You may also be interested in the following article

How to connect Fracttal One with Power BI?

Minimum requirements:

help.fracttal.com/en/articles/6279427-minimum-requirements-for-fracttal-mobile-use

Take your processes to the next level with the mobility and benefits offered by the Fracttal one application.

- Quickly identify your assets through QR codes or NFC tags.
- Receive and attend your incidents in real time.
- Generate and carry out your work orders from your mobile device. Plan
- your maintenance from anywhere.
- Manage your team, suppliers and customers from one place. Always
- have your reports and KPI's at hand in real time.

All this and more, Fracttal one is the mobility you were waiting for, "download it now".

For iOS devices:

iOS 12x or higher version.

For Android devices

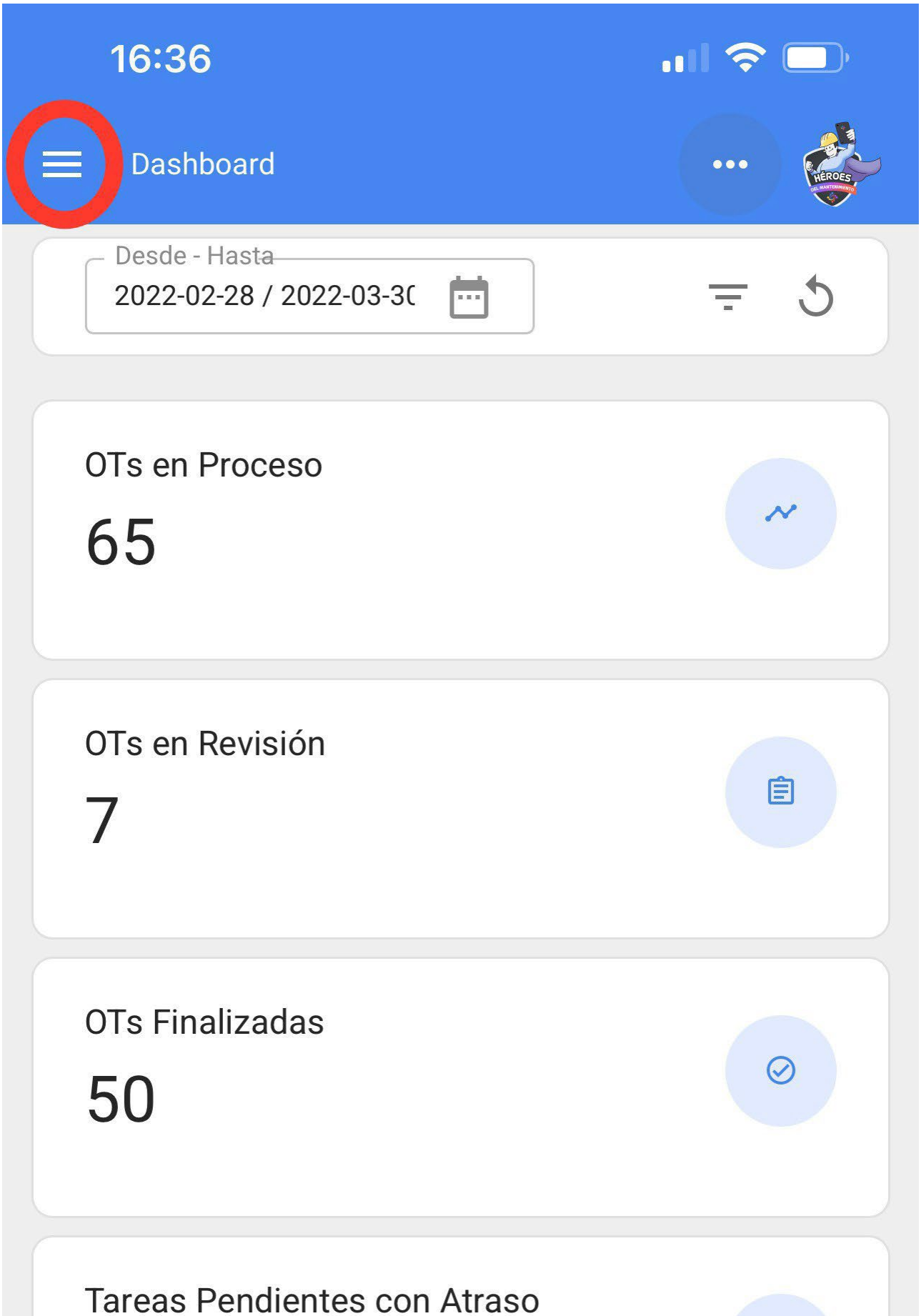
- Android 10.0 system or higher. 4gb
- of RAM at least.

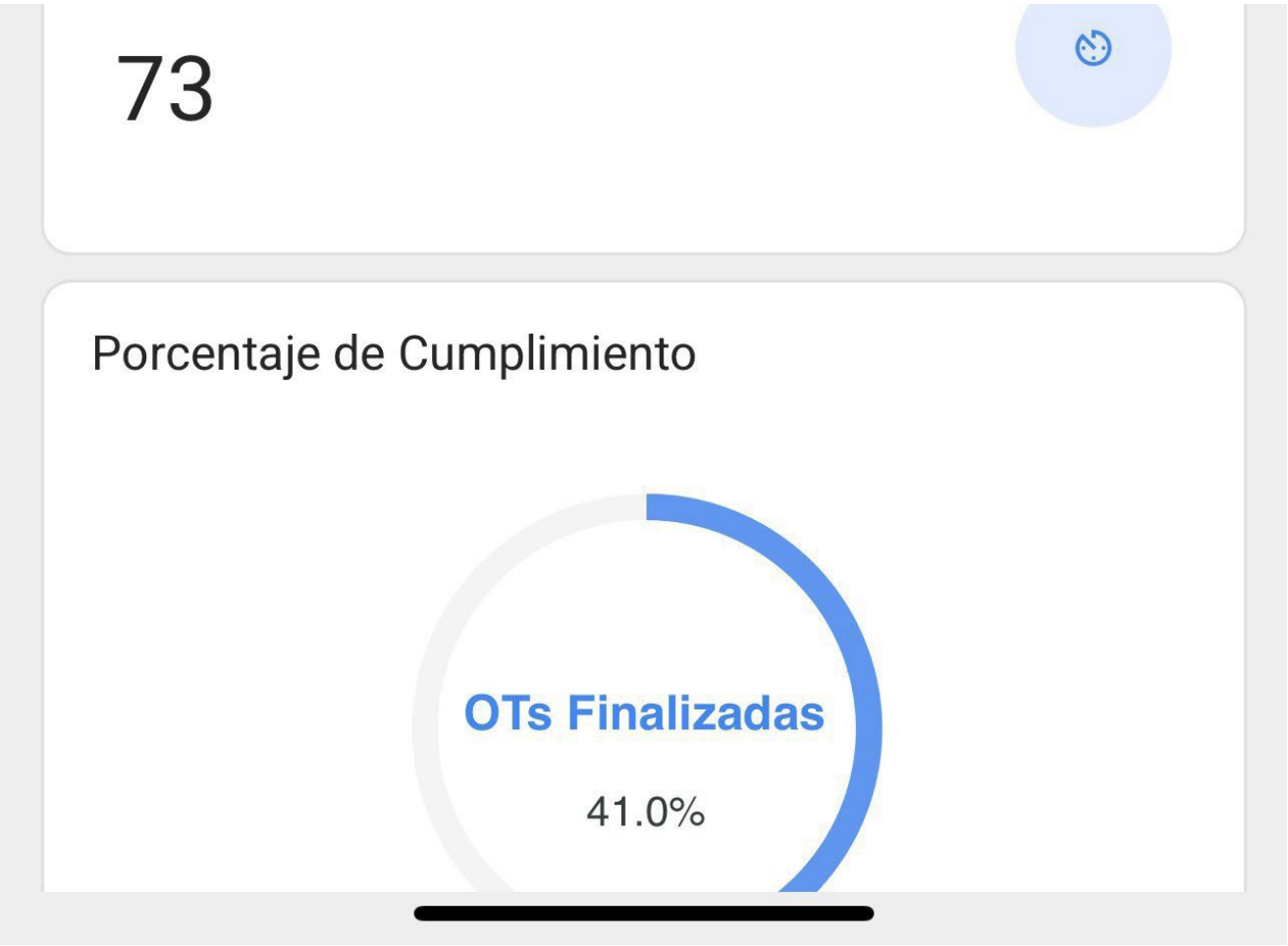
- 32gb of internal storage minimum. NFC
- reader.
- Support with api 21+. Compatibility
- with Google Chrome.
- Android WebView with versioned Chrome version 60 or higher

How to use the Offline mode in the mobile application?

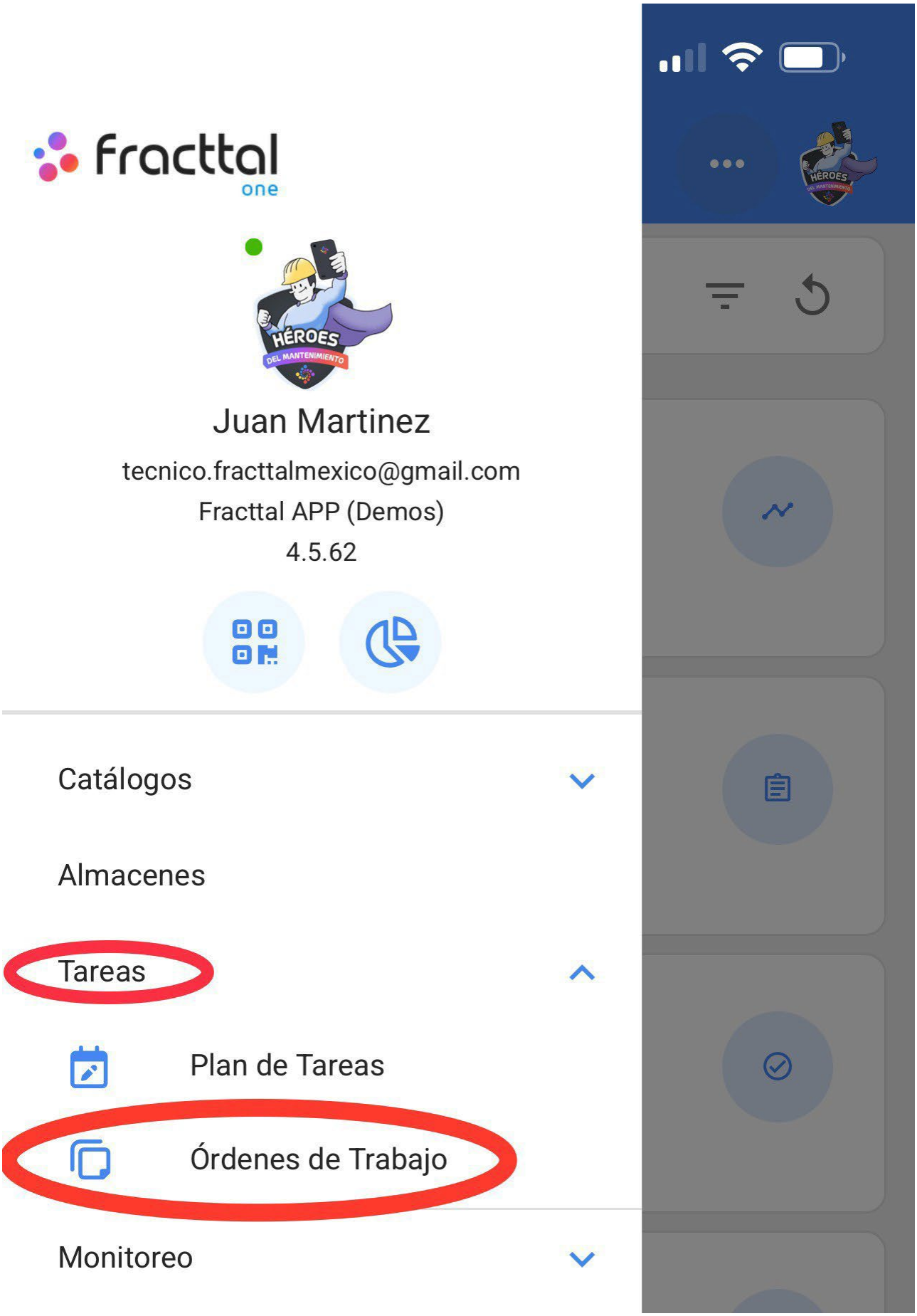
help.fracttal.com/en/articles/6108871-how-to-use-offline-mode-on-mobile-application

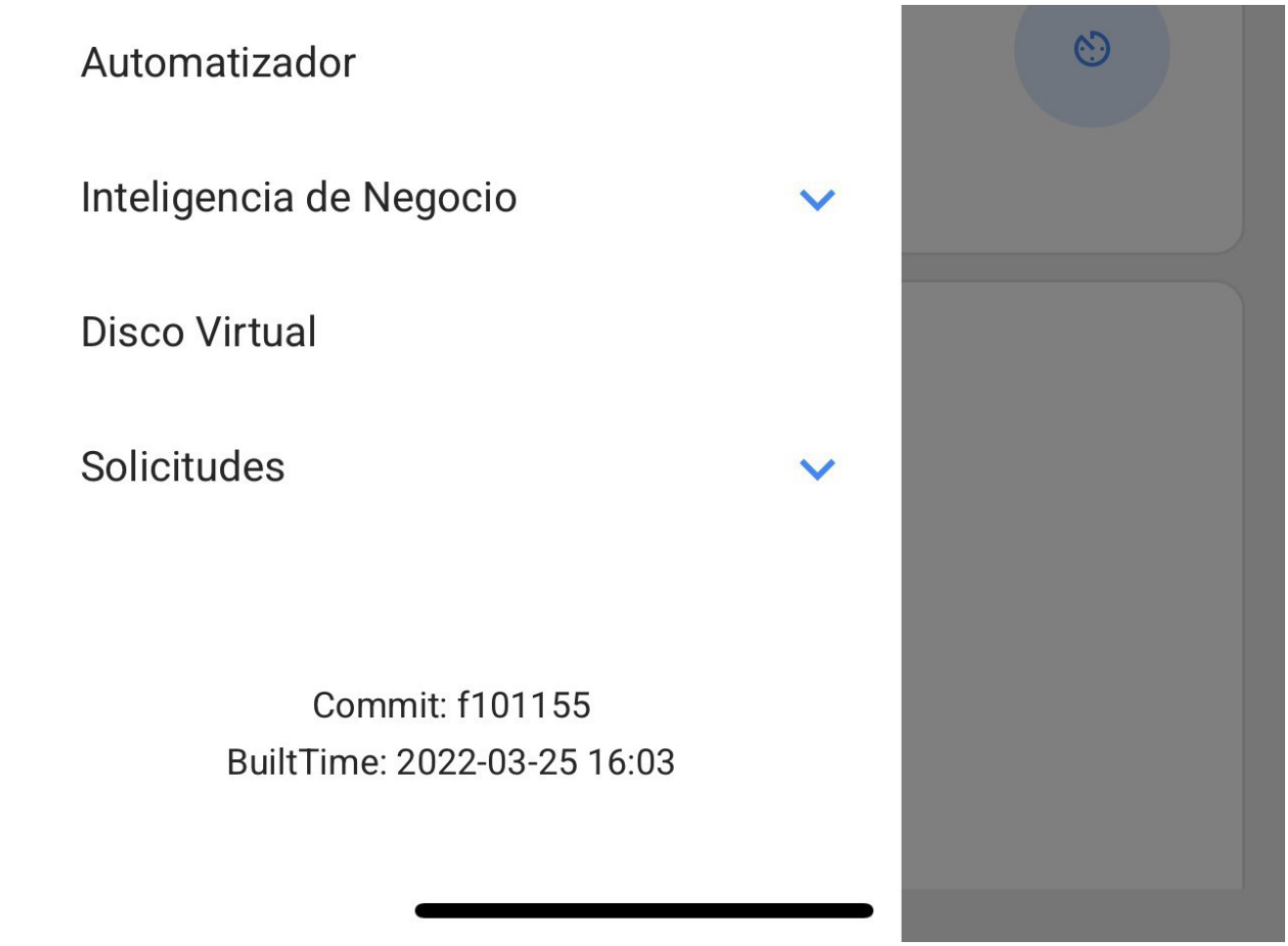
In order to perform a WO in Offline mode, the first thing to do is to enter the main menu of the mobile app.


16:36
Dashboard
Desde - Hasta
2022-02-28 / 2022-03-3(
OTs en Proceso
65
OTs en Revisión
7
OTs Finalizadas
50
Tareas Pendientes con Atraso

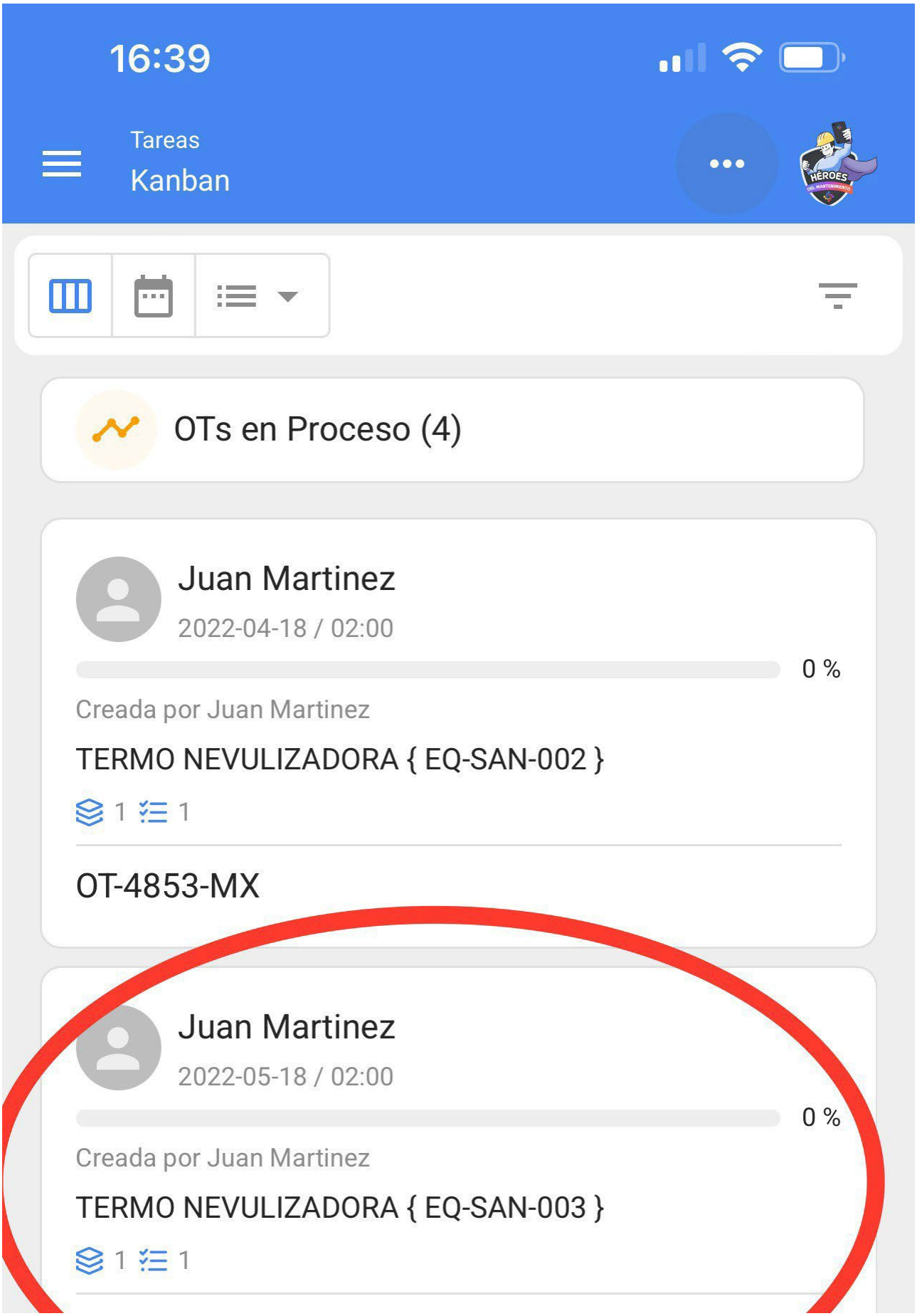


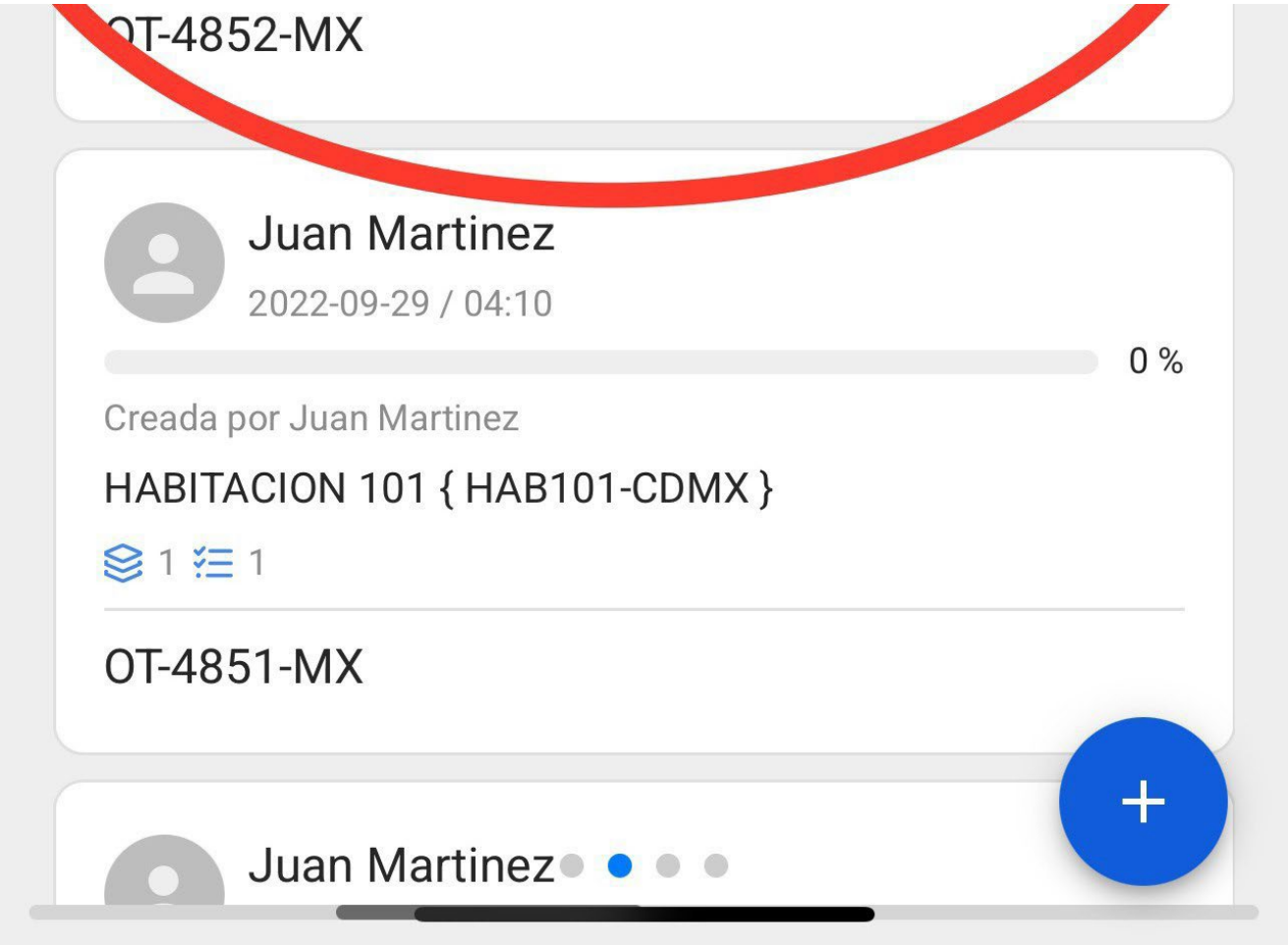
Then, we enter the Tasks > Work Management > Work Orders module.


Fracttal one
Juan Martinez
tecnico.fracttalmexico@gmail.com
Fracttal APP (Demos)
4.5.62
Catálogos
Almacenes
Tareas
Plan de Tareas
Órdenes de Trabajo
Monitoreo

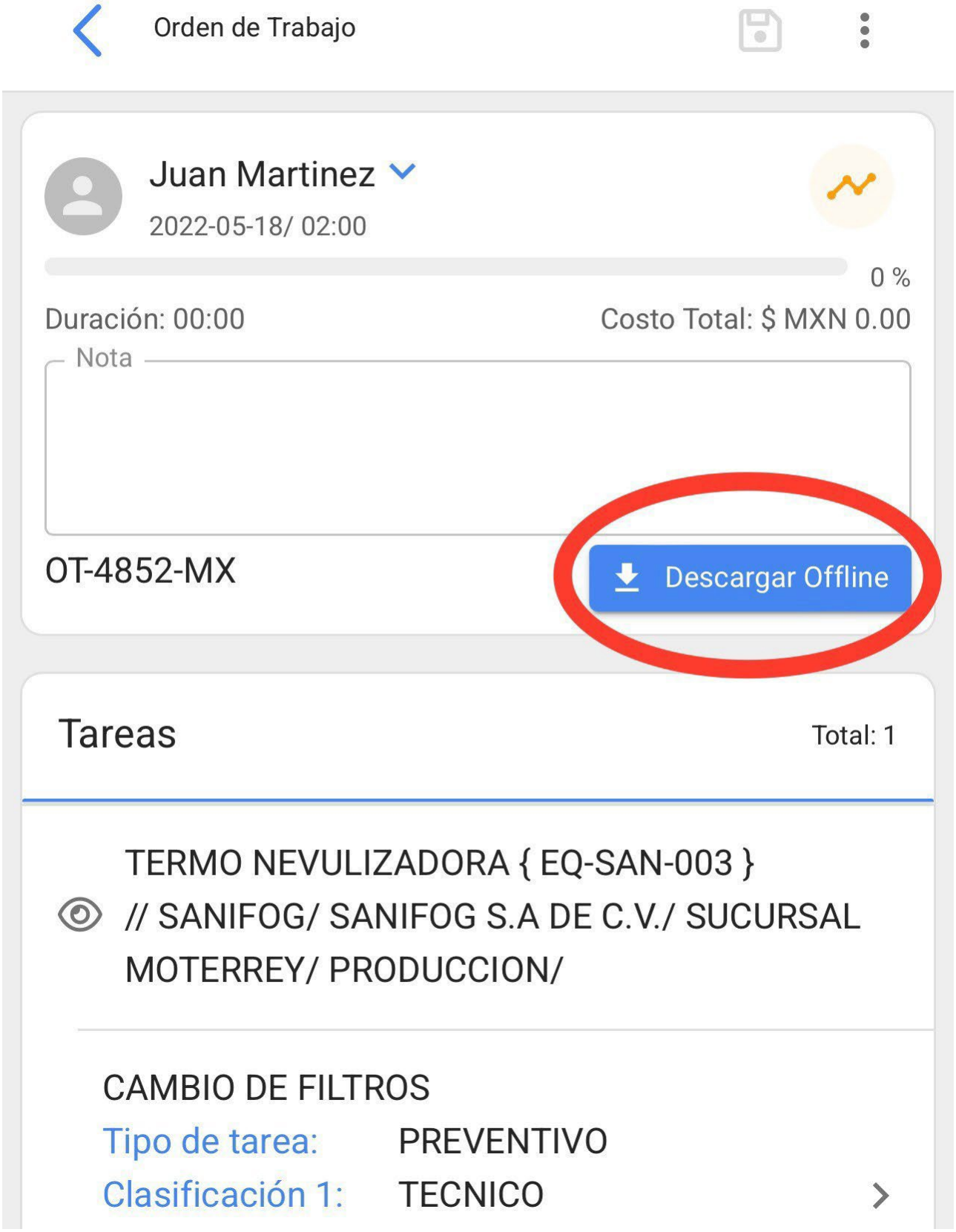


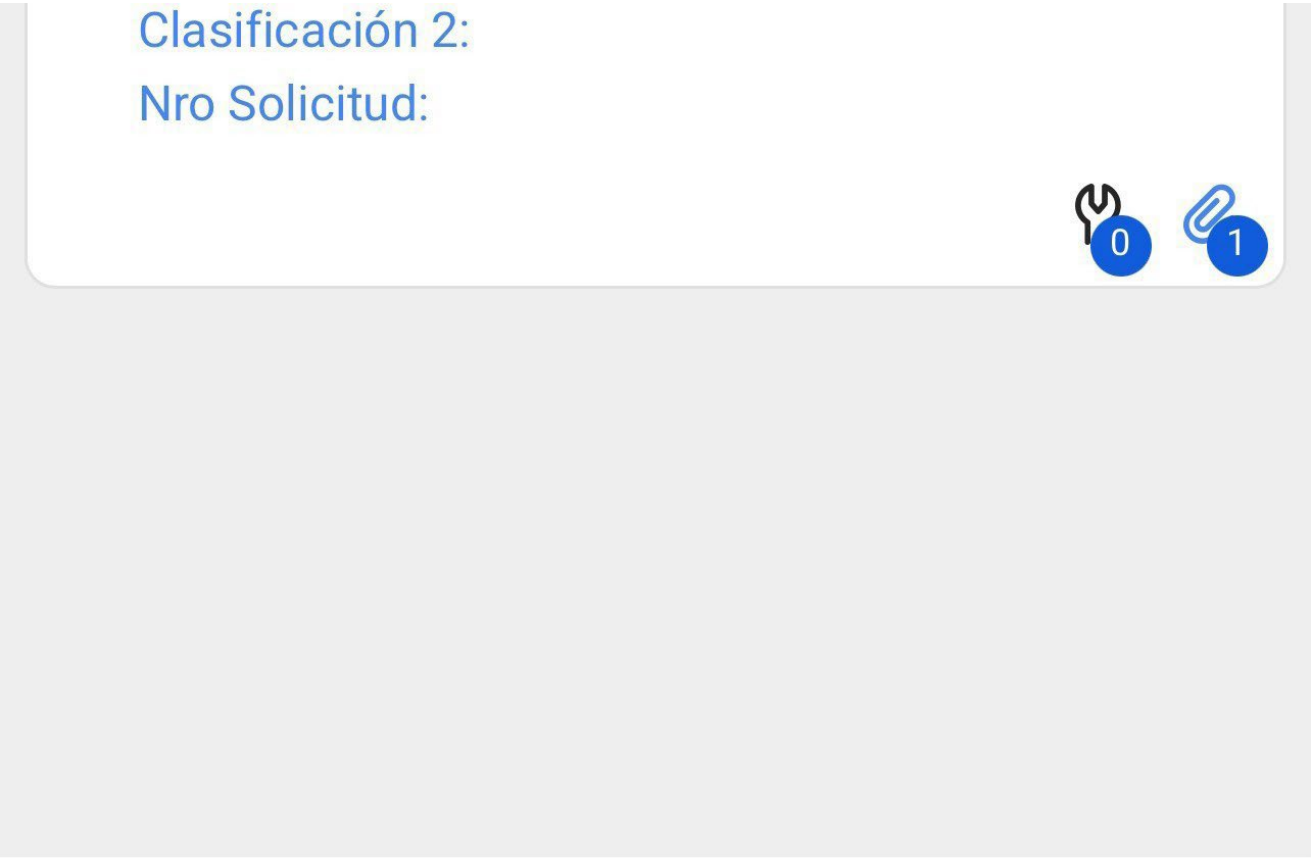
Select the WO you want to work with in Offline mode.


16:39
Tareas
Kanban
OTs en Proceso (4)
Juan Martinez
2022-04-18 / 02:00
0 %
Creada por Juan Martinez
TERMO NEVULIZADORA { EQ-SAN-002 }
1 1
OT-4853-MX
Juan Martinez
2022-05-18 / 02:00
0 %
Creada por Juan Martinez
TERMO NEVULIZADORA { EQ-SAN-003 }
1 1

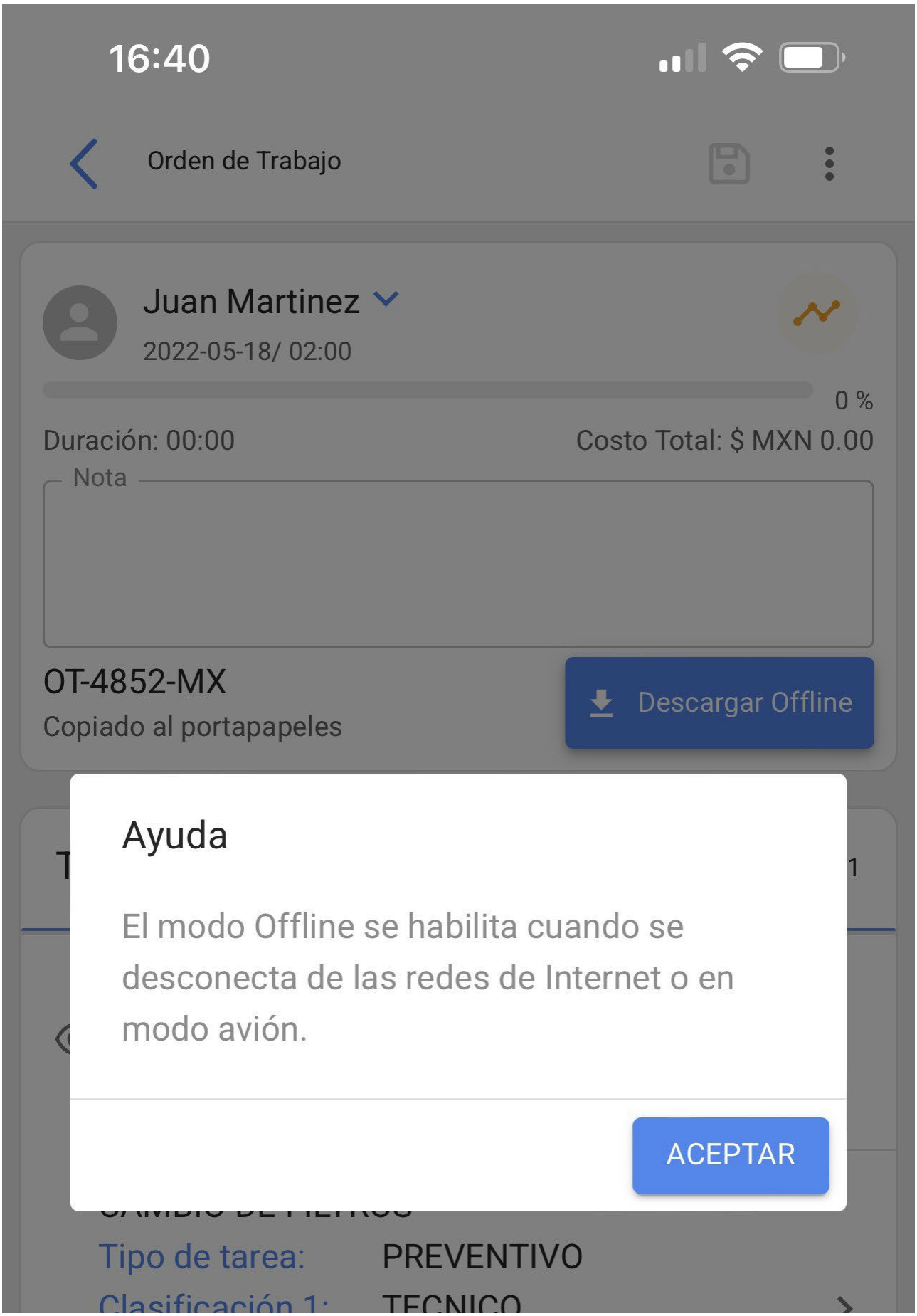


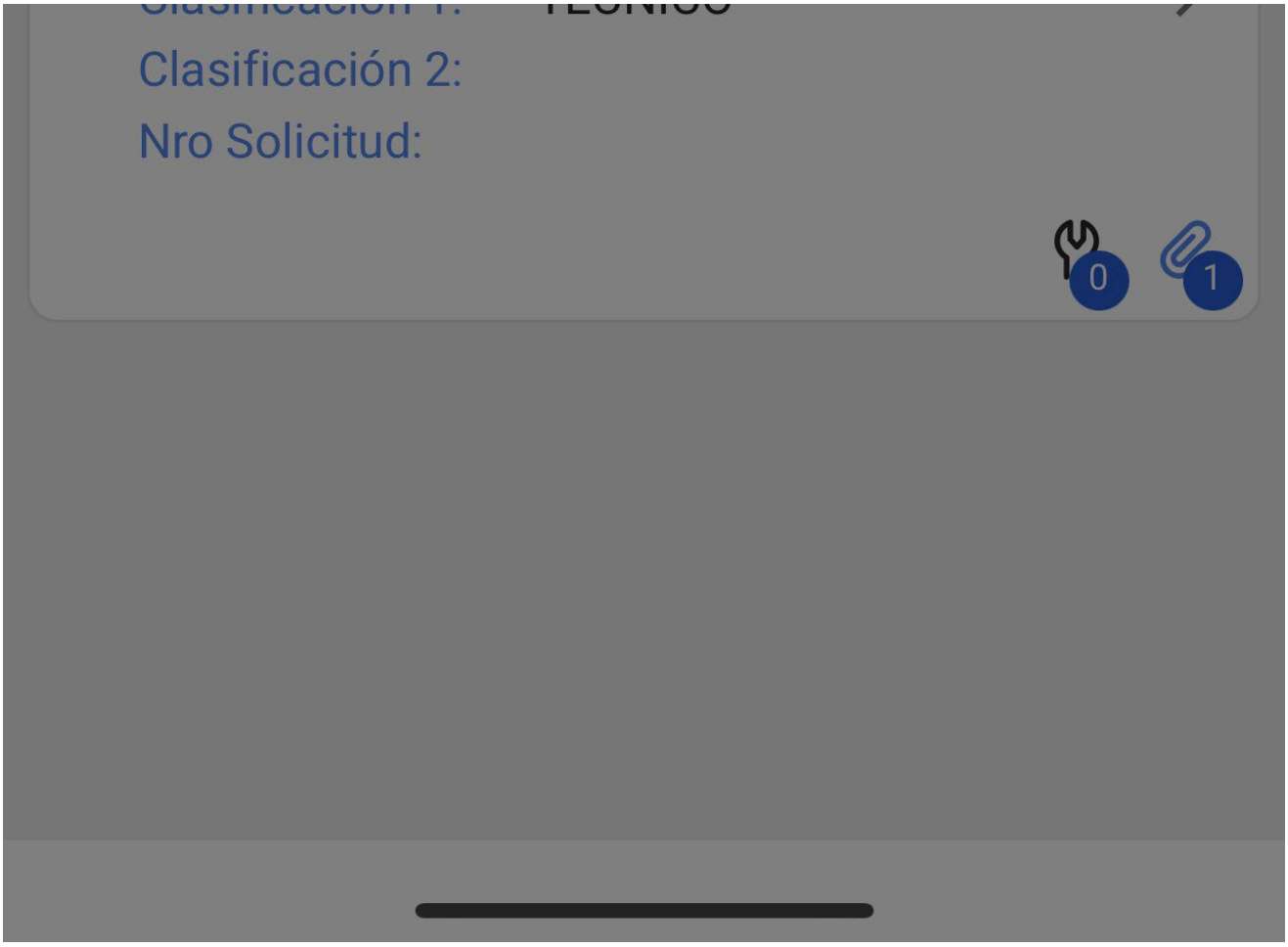
There we will see a button with the phrase "Download Offline".


Orden de Trabajo
Juan Martinez
2022-05-18/ 02:00
0 %
Duración: 00:00
Costo Total: $ MXN 0.00
Nota
OT-4852-MX
Descargar Offline
Tareas
Total: 1
TERMO NEVULIZADORA { EQ-SAN-003 }
// SANIFOG/ SANIFOG S.A DE C.V./ SUCURSAL MOTERREY/ PRODUCCION/
CAMBIO DE FILTROS
Tipo de tarea: PREVENTIVO
Clasificación 1: TECNICO

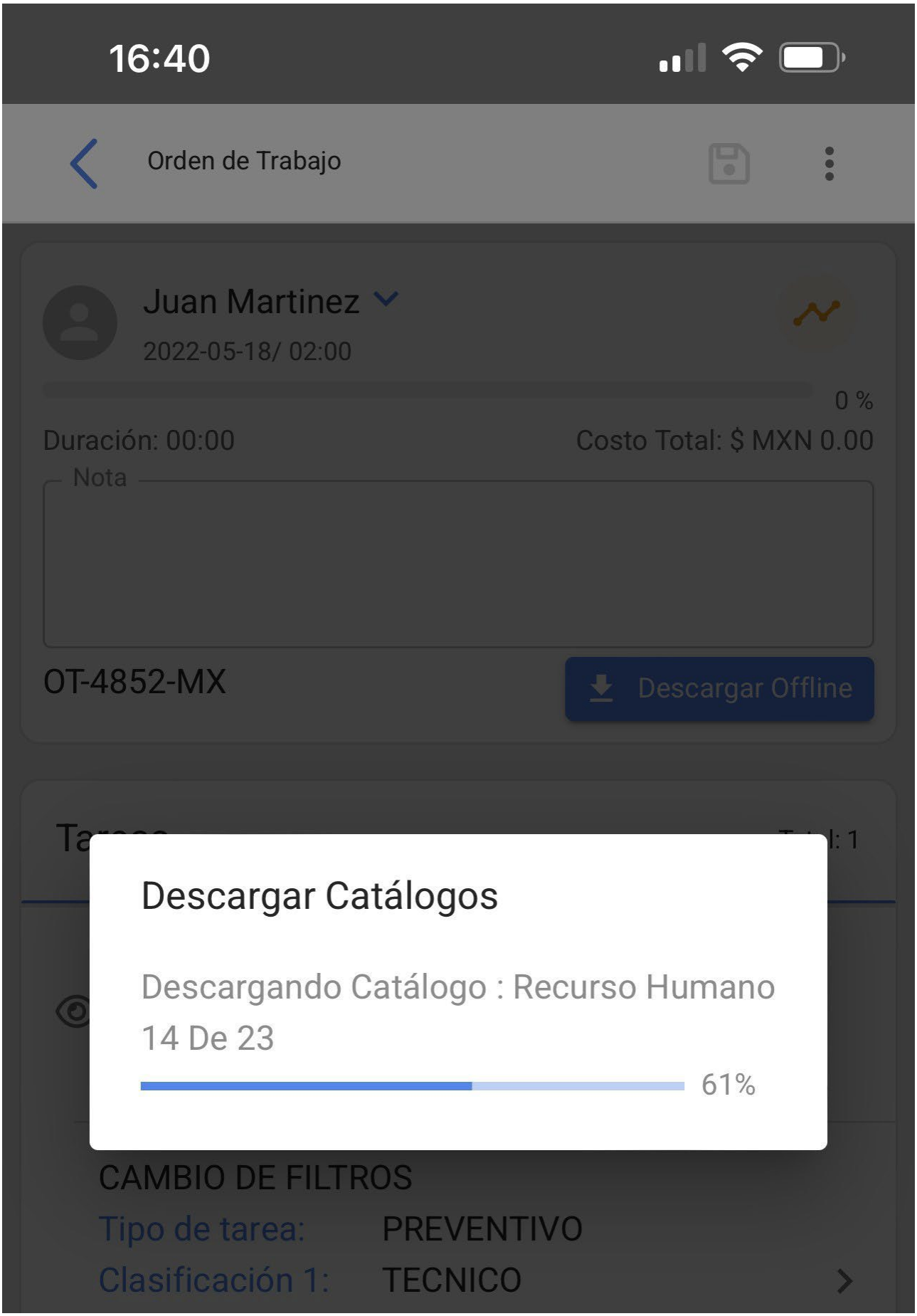


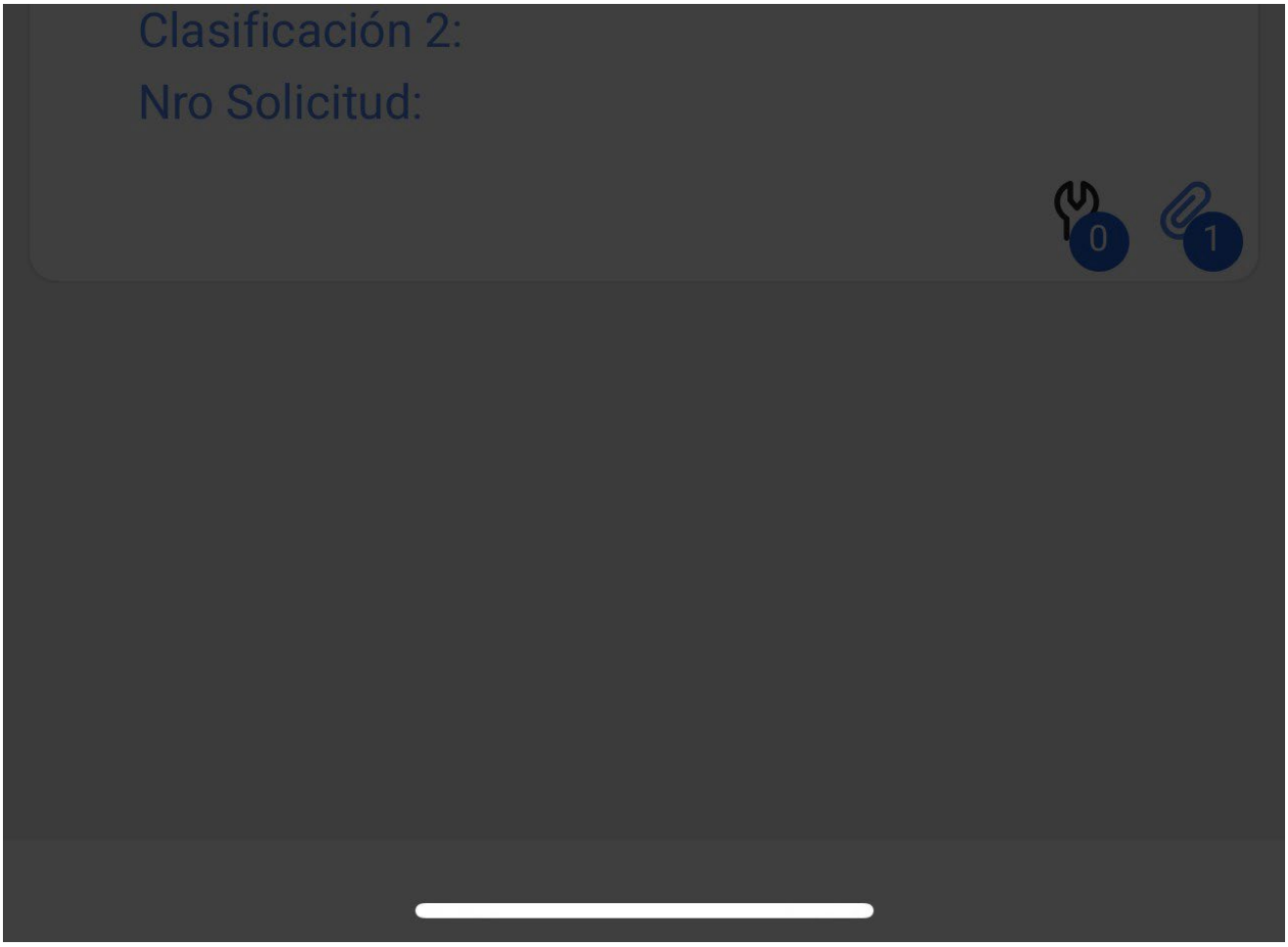
When selected, it will give us a message indicating that the Offline mode will be enabled when our mobile device is disconnected from the internet networks or enters airplane mode.


16:40
Orden de Trabajo
Juan Martinez
2022-05-18/ 02:00
0 %
Duración: 00:00
Costo Total: $ MXN 0.00
Nota
OT-4852-MX
Copiado al portapapeles
Descargar Offline
Ayuda
El modo Offline se habilita cuando se desconecta de las redes de Internet o en modo avión.
ACEPTAR
Tipo de tarea:
PREVENTIVO
TECNICO

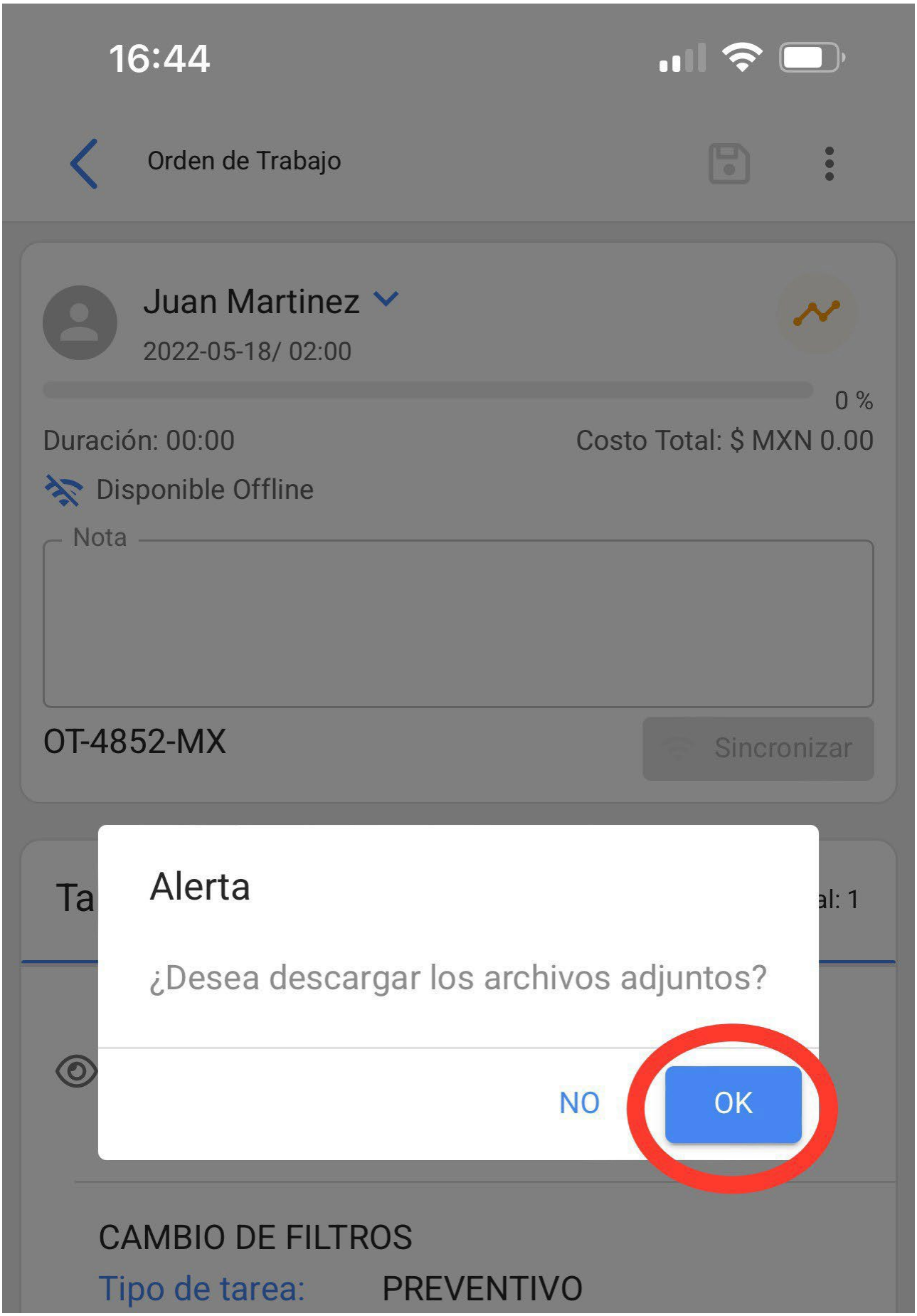


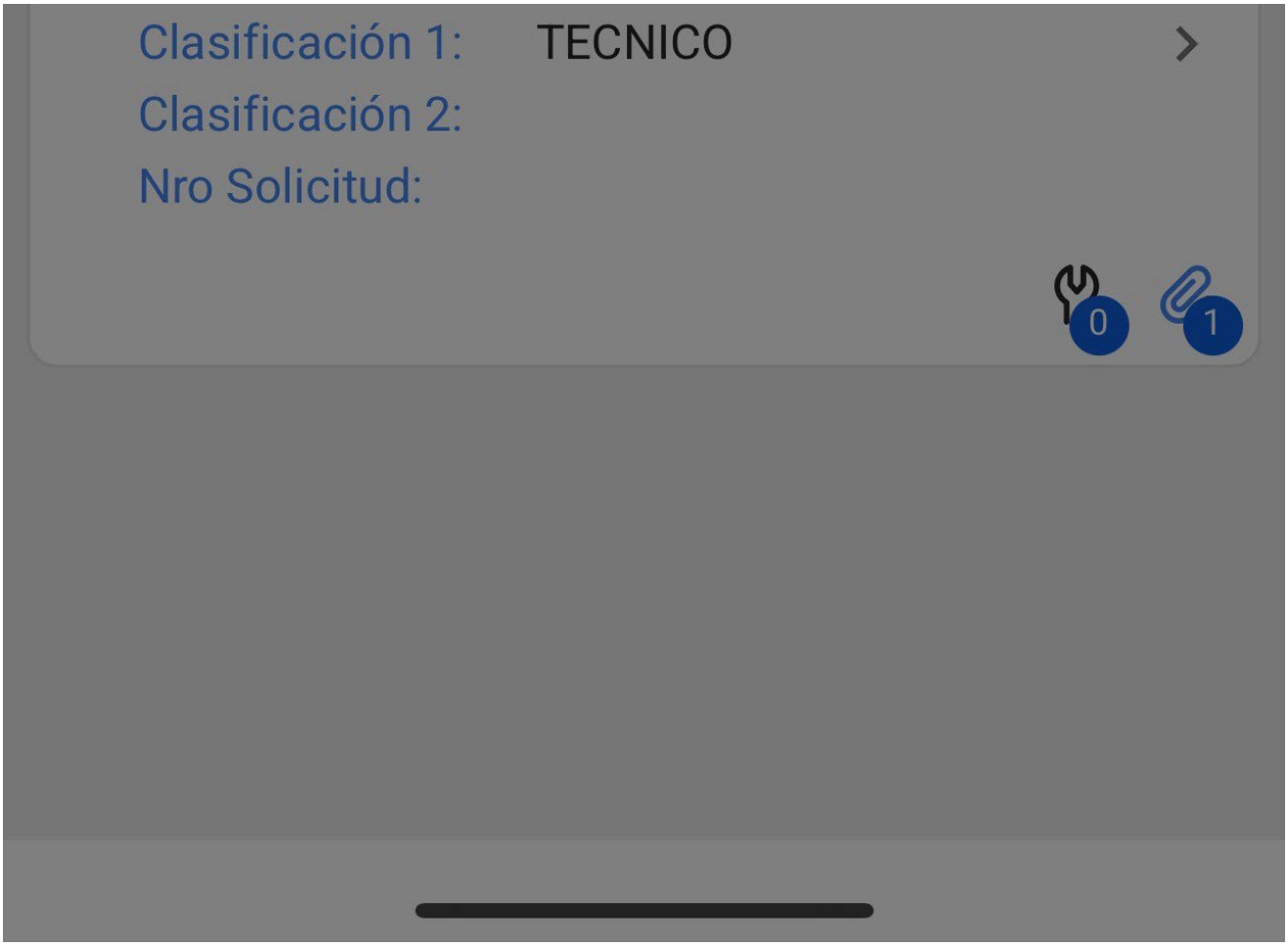
Then, it will start downloading all the information from the selected WO to our mobile device momentarily (while working offline).


16:40
Orden de Trabajo
Juan Martinez
2022-05-18/ 02:00
0 %
Duración: 00:00
Costo Total: $ MXN 0.00
Nota
OT-4852-MX
Descargar Offline
Descargar Catálogos
Descargando Catálogo : Recurso Humano
14 De 23
61%
CAMBIO DE FILTROS
Tipo de tarea: PREVENTIVO
Clasificación 1: TECNICO

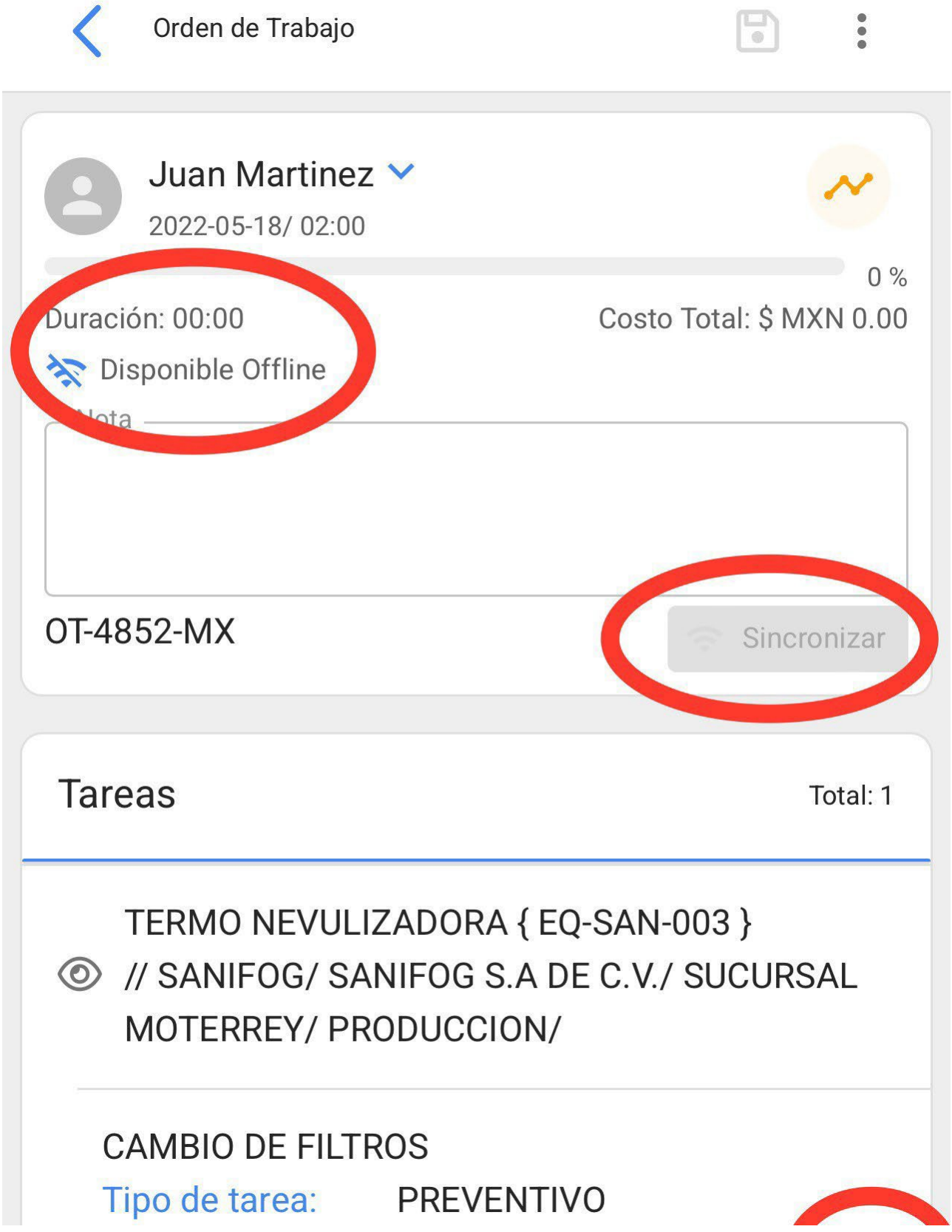


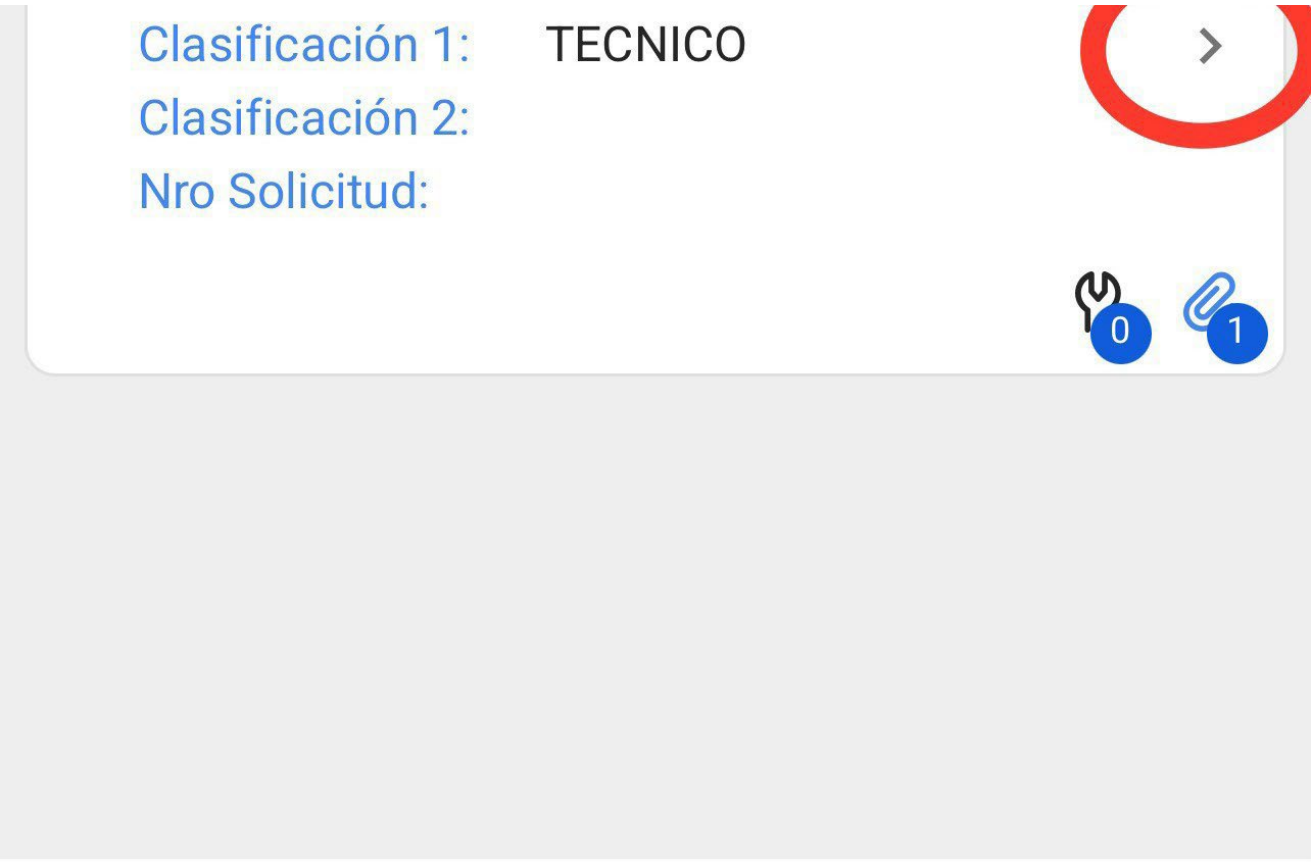
Additionally, it will ask us if we want to download the attached files.


16:44
Orden de Trabajo
Juan Martinez
2022-05-18/ 02:00
0 %
Duración: 00:00
Costo Total: $ MXN 0.00
Disponible Offline
Nota
OT-4852-MX
Sincronizar
Alerta
¿Desea descargar los archivos adjuntos?
NO
OK
CAMBIO DE FILTROS
Tipo de tarea:
PREVENTIVO

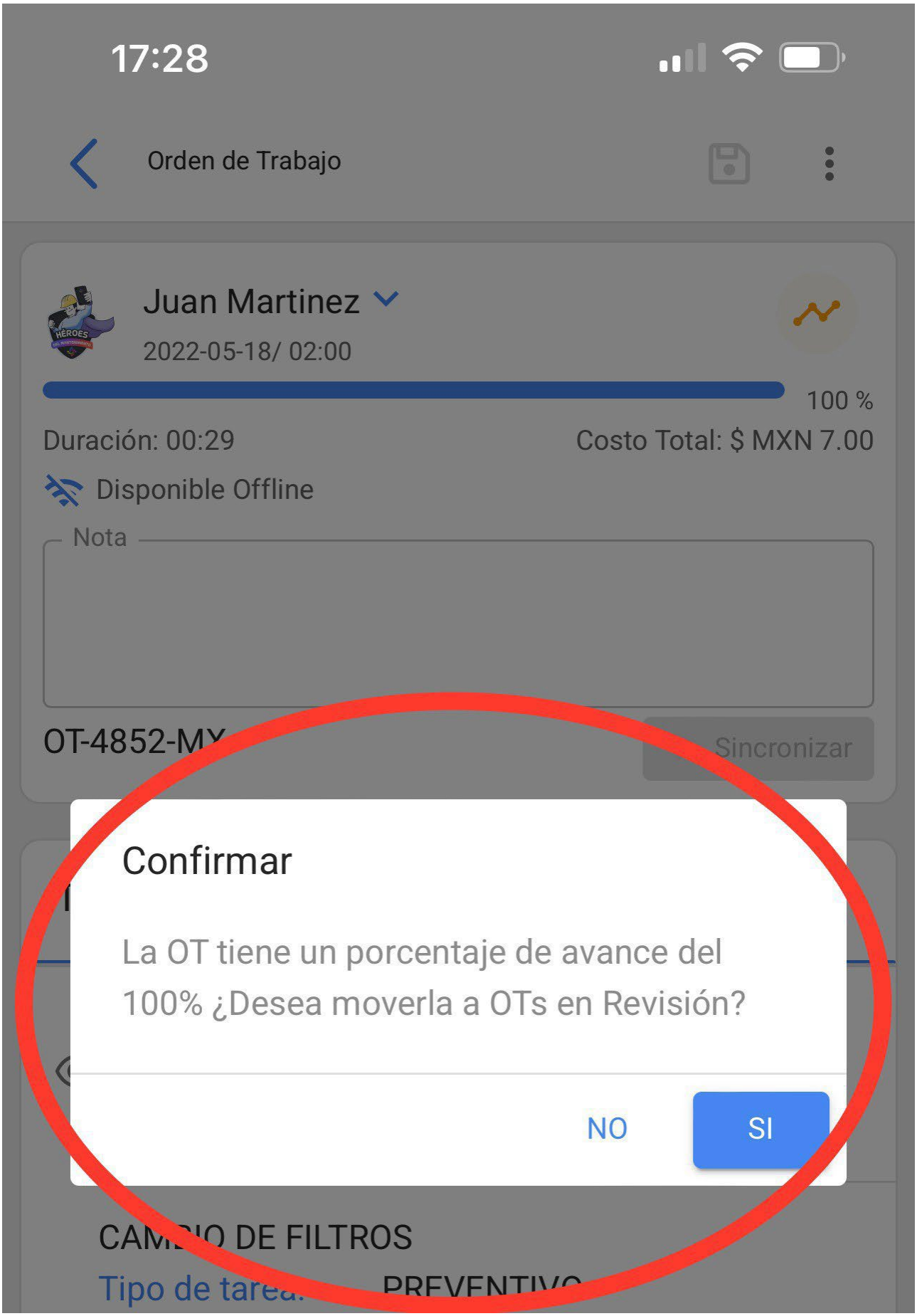


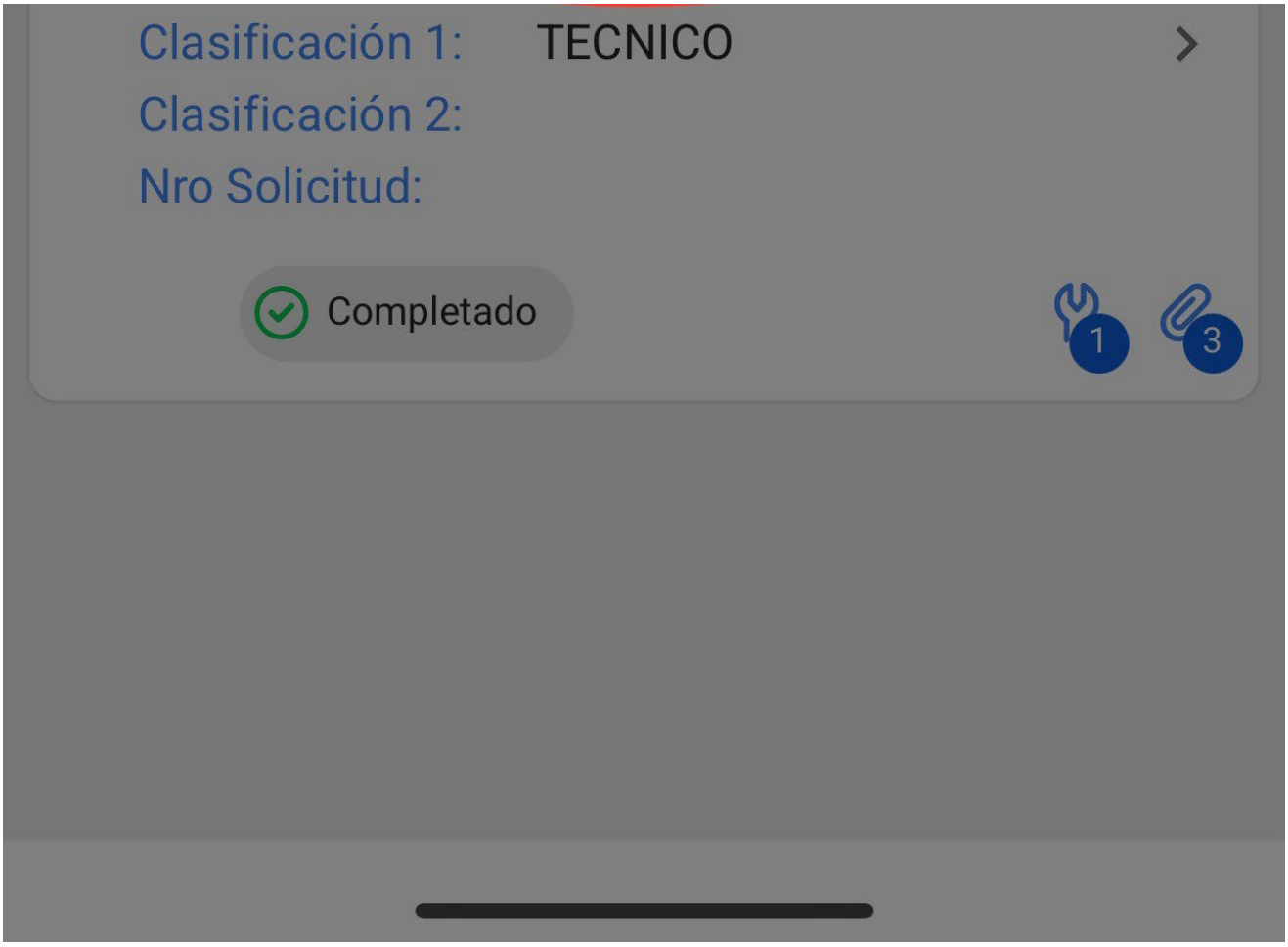
Then, you will notice that a sentence indicating "Available Offline" will appear on the screen, next to the "Synchronize" button. At this stage, you will be able to work the WO without an Internet connection.


Orden de Trabajo
Juan Martinez
2022-05-18/ 02:00
0 %
Duración: 00:00
Costo Total: $ MXN 0.00
Disponible Offline
Nota
OT-4852-MX
Sincronizar
Tareas
Total: 1
TERMO NEVULIZADORA { EQ-SAN-003 }
// SANIFOG/ SANIFOG S.A DE C.V./ SUCURSAL MOTERREY/ PRODUCCION/
CAMBIO DE FILTROS
Tipo de tarea: PREVENTIVO

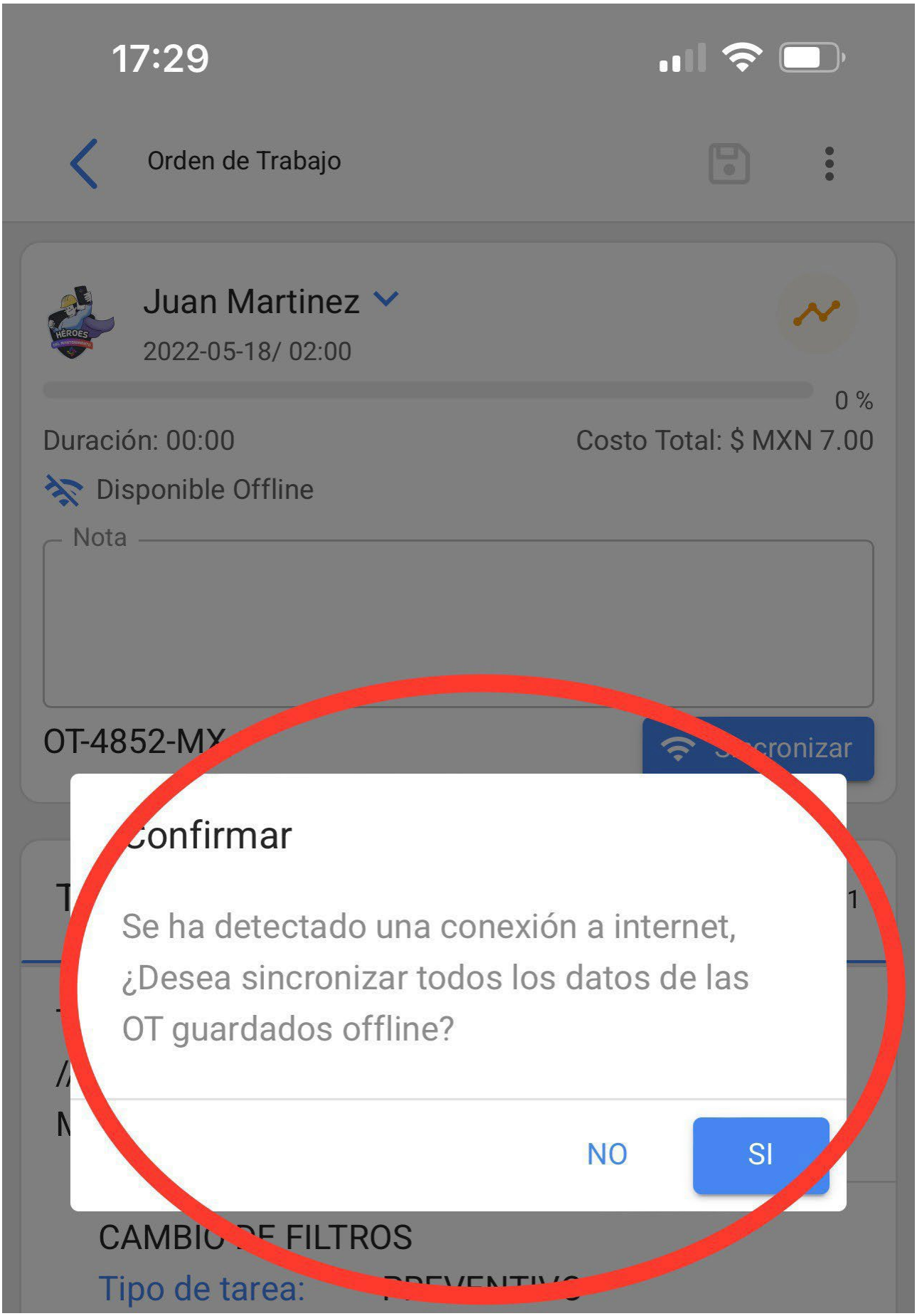


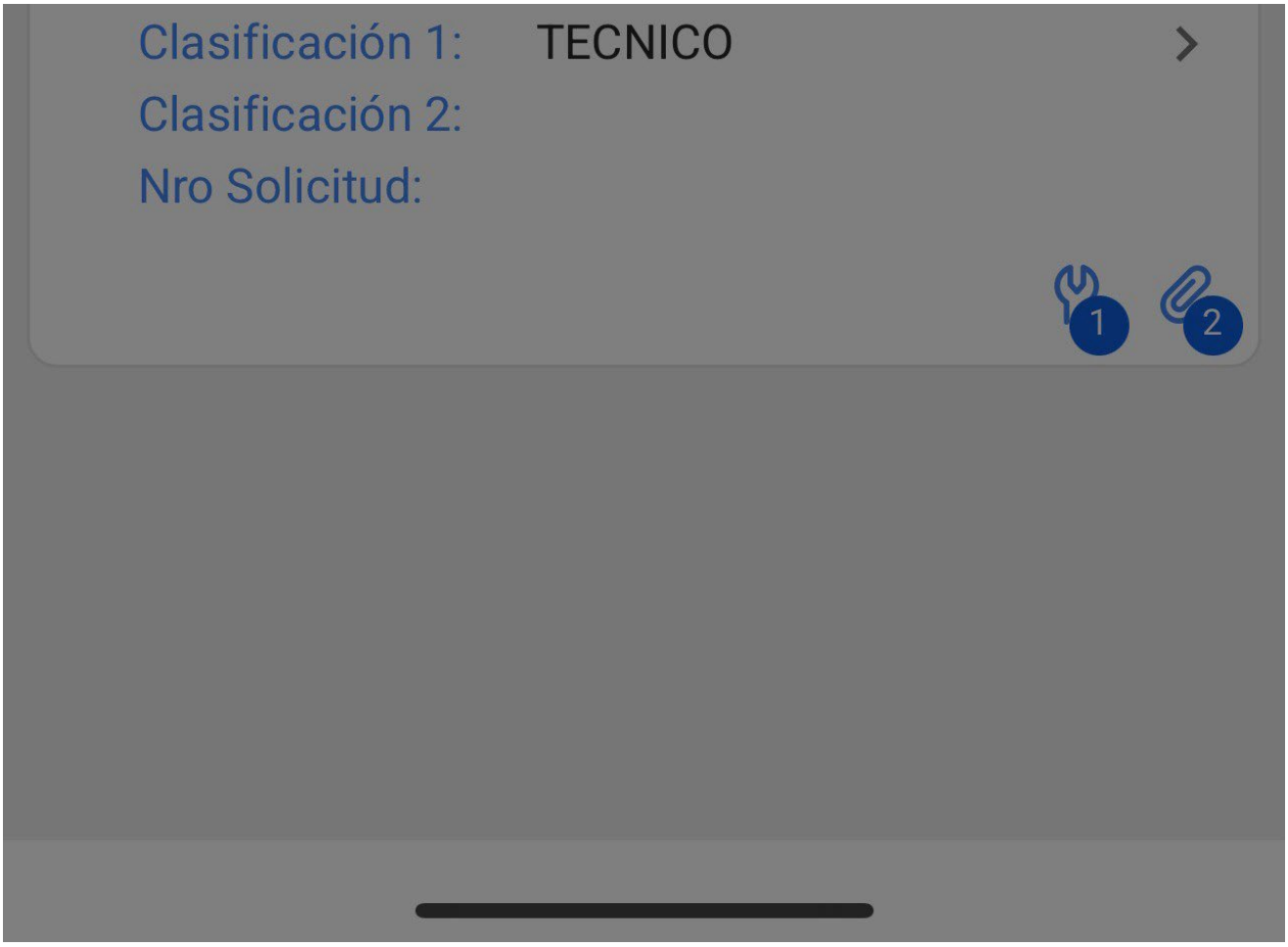
Once the WO is done, we will return to the start of the task and we will be asked for confirmation to send the WO for review, where it can be signed and accepted as normal.


17:28
Orden de Trabajo
Juan Martinez
2022-05-18/ 02:00
100 %
Duración: 00:29
Costo Total: $ MXN 7.00
Disponible Offline
Nota
OT-4852-MX
Sincronizar
Confirmar
La OT tiene un porcentaje de avance del 100% ¿Desea moverla a OTs en Revisión?
NO
SI
CAMBIO DE FILTROS
Tipo de tarea:
PREVENTIVO



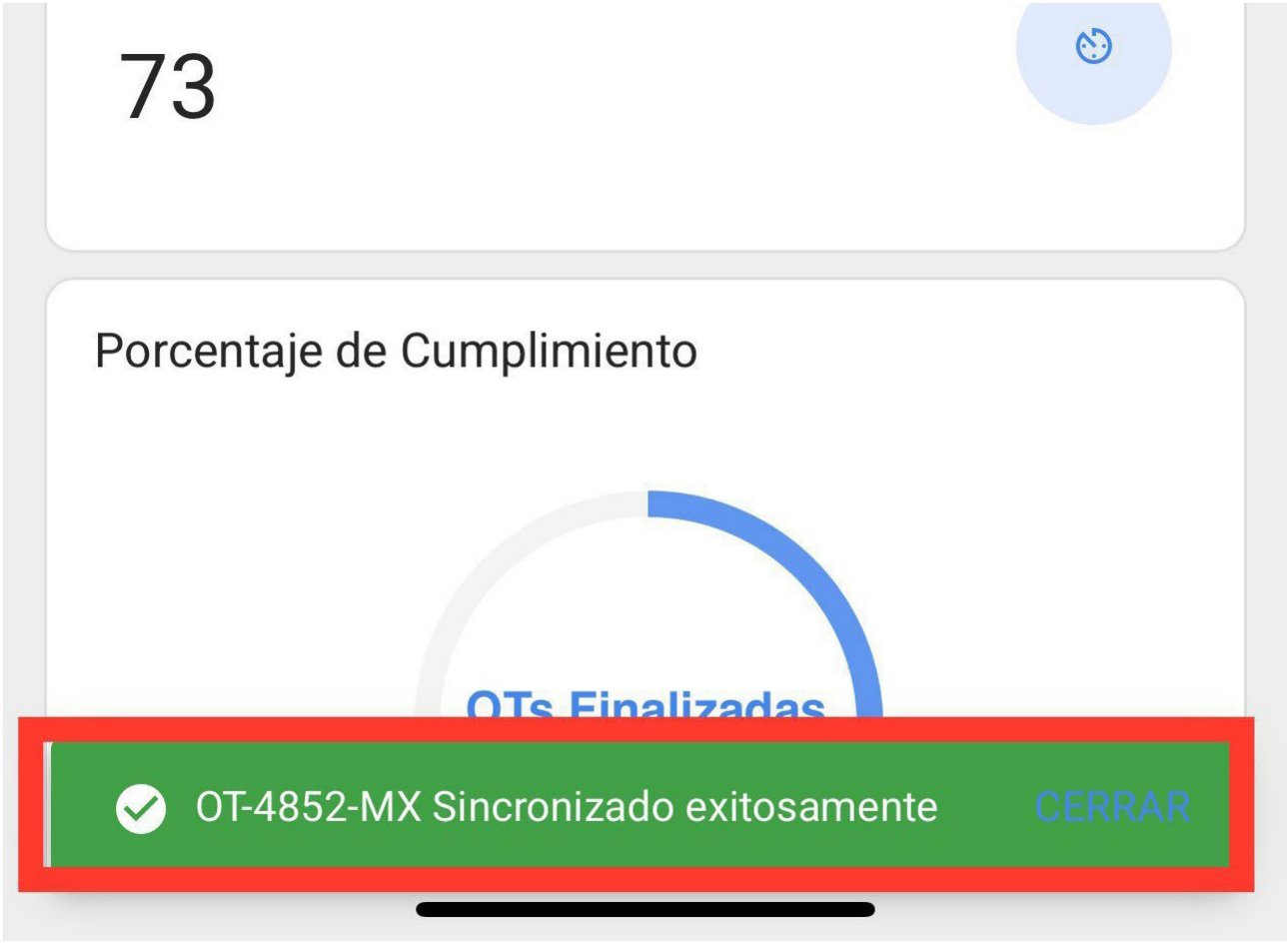
Once the WO is finished, we will be able to activate again the connection to the internet networks, where we will be shown a confirmation, indicating that an internet connection has been detected and asking if we want to synchronize all the data saved in the WO in Offline mode.


17:29
Orden de Trabajo
Juan Martinez
2022-05-18/ 02:00
0 %
Duración: 00:00
Costo Total: $ MXN 7.00
Disponible Offline
Nota
OT-4852-MX
Confirmar
Se ha detectado una conexión a internet, ¿Desea sincronizar todos los datos de las OT guardados offline?
NO
SI
CAMBIO DE FILTROS
Tipo de tarea:



Finally, after confirming we will see an image with the Folio of our WO, next to the sentence "Synchronized successfully".

17:29
Dashboard
Desde - Hasta
2022-02-28 / 2022-03-3(
OTs en Proceso
65
OTs en Revisión
7
OTs Finalizadas
50
Tareas Pendientes con Atraso


73
Porcentaje de Cumplimiento
OTs Finalizadas
OT-4852-MX Sincronizado exitosamente
CERRAR

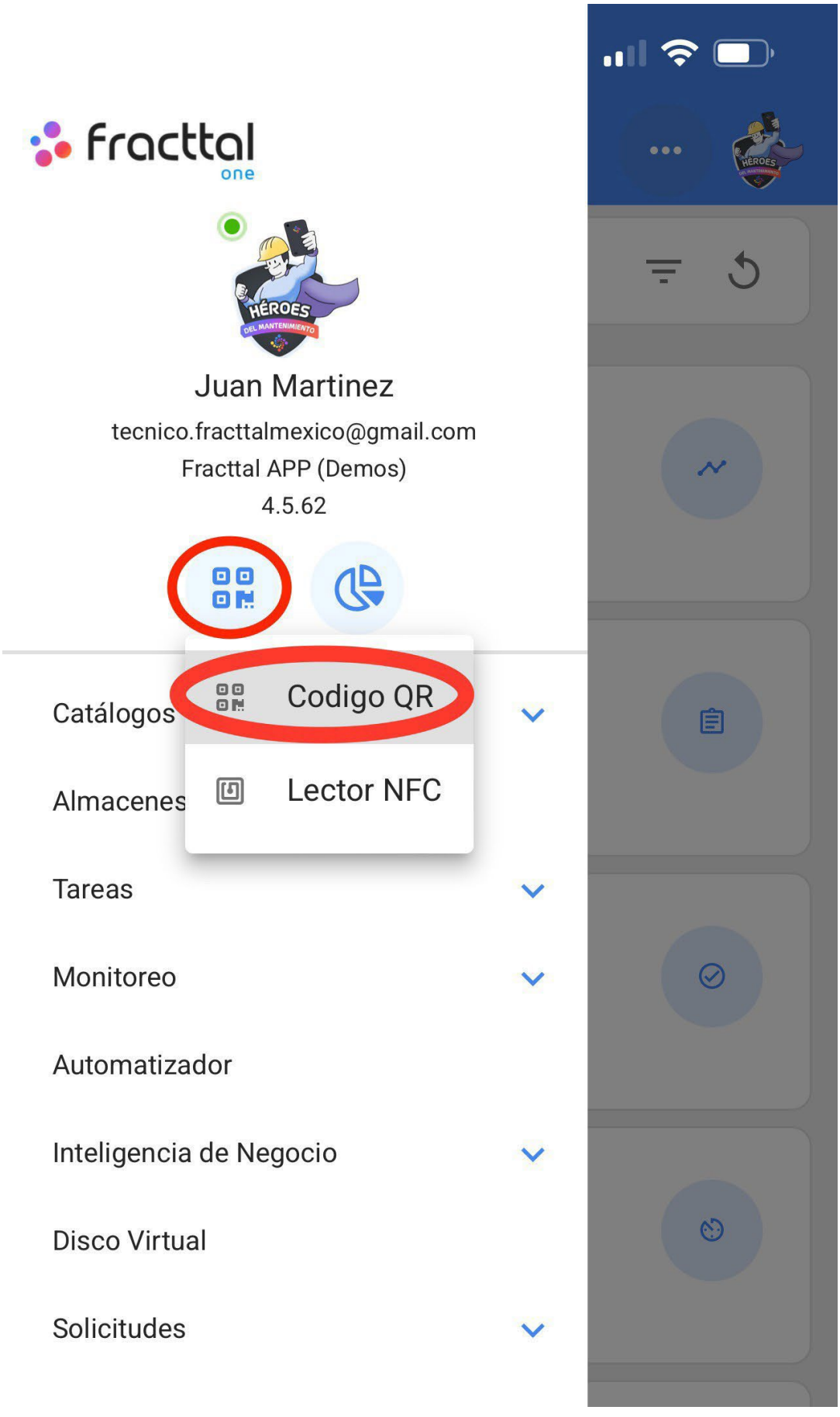
How to scan a QR code?

help.fracttal.com/articles/6110741-as-scanning-a-qr-code

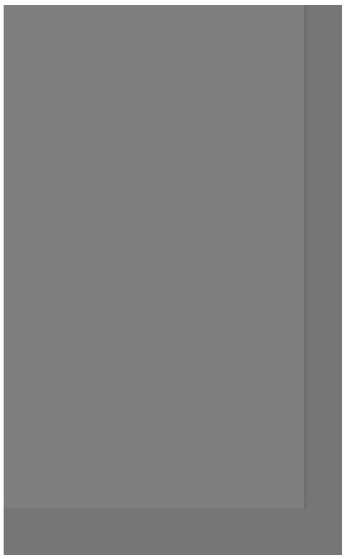
To scan a QR code we must deploy the main menu found on the left side of the screen, then we will see an icon formed by squares to which we must click to show us the "QR Code" option that we must click.

16:36
Dashboard
Desde - Hasta
2022-02-28 / 2022-03-3(
OTs en Proceso
65
OTs en Revisión
7
OTs Finalizadas
50
Tareas Pendientes con Atraso
73

Porcentaje de Cumplimiento
OTs Finalizadas
41.0%

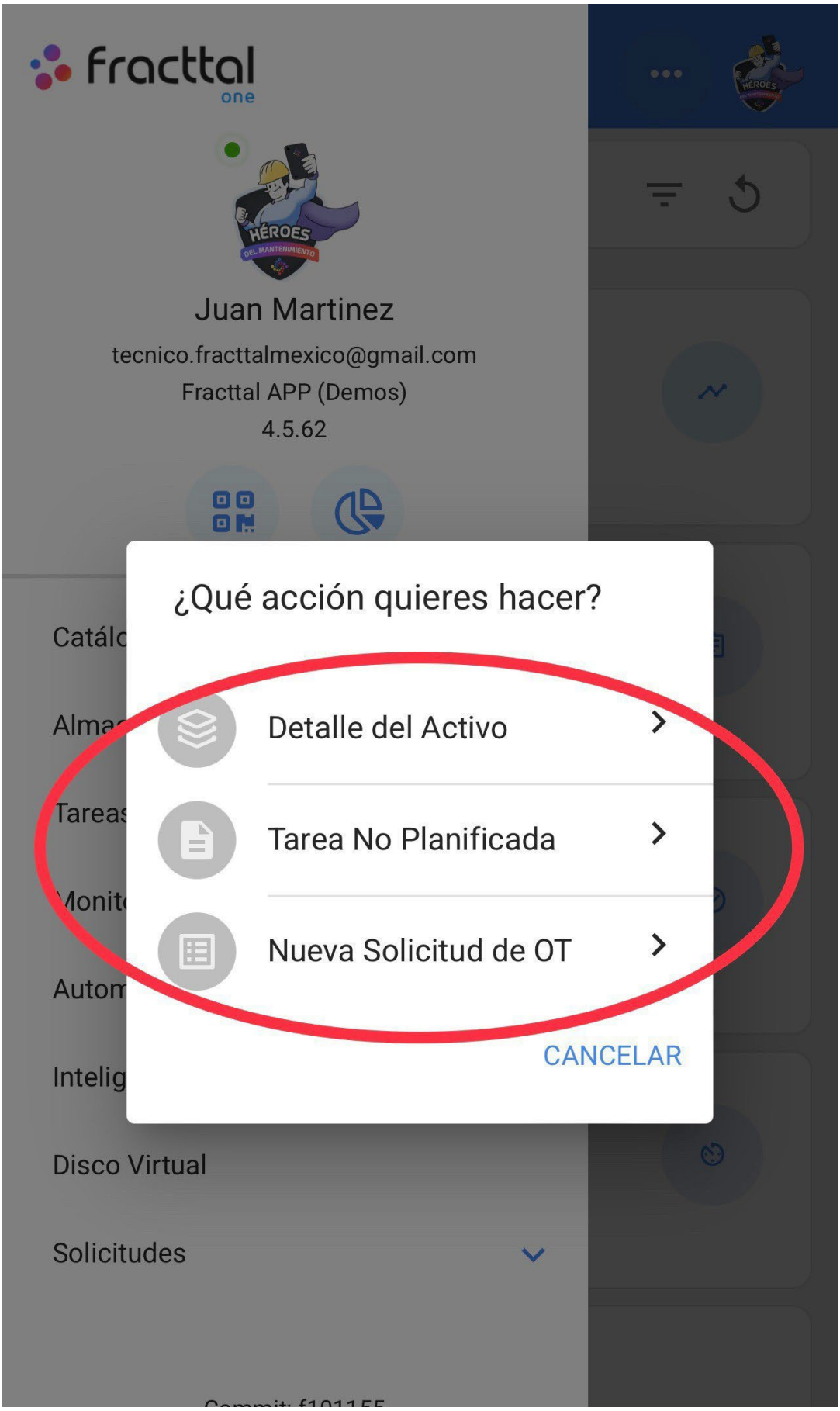

fracttal
one
Juan Martinez
tecnico.fracttalmexico@gmail.com
Fracttal APP (Demos)
4.5.62
Codigo QR
Lector NFC
Catálogos
Almacenes
Tareas
Monitoreo
Automatizador
Inteligencia de Negocio
Disco Virtual
Solicitudes

Commit: f101155
BuiltTime: 2022-03-25 16:03



Then, it will enable the device's camera with which we will be able to scan the QR code label of our equipment.

It will immediately open a menu with the different options that can be performed after scanning the QR code.


fracttal
one
Juan Martinez
tecnico.fracttalmexico@gmail.com
Fracttal APP (Demos)
4.5.62
¿Qué acción quieres hacer?
Detalle del Activo
Tarea No Planificada
Nueva Solicitud de OT
CANCELAR
Disco Virtual
Solicitudes

The different functions that QR scanning facilitates are:

- **Asset Detail: It** will show us the asset file for consultation or editing.
- **Unscheduled Task:** It will open the options to be able to generate an unscheduled task.
- **New WO Request: It will** allow us to generate a work request for the identified asset.

NFC tag writing in Fracttal One Mobile

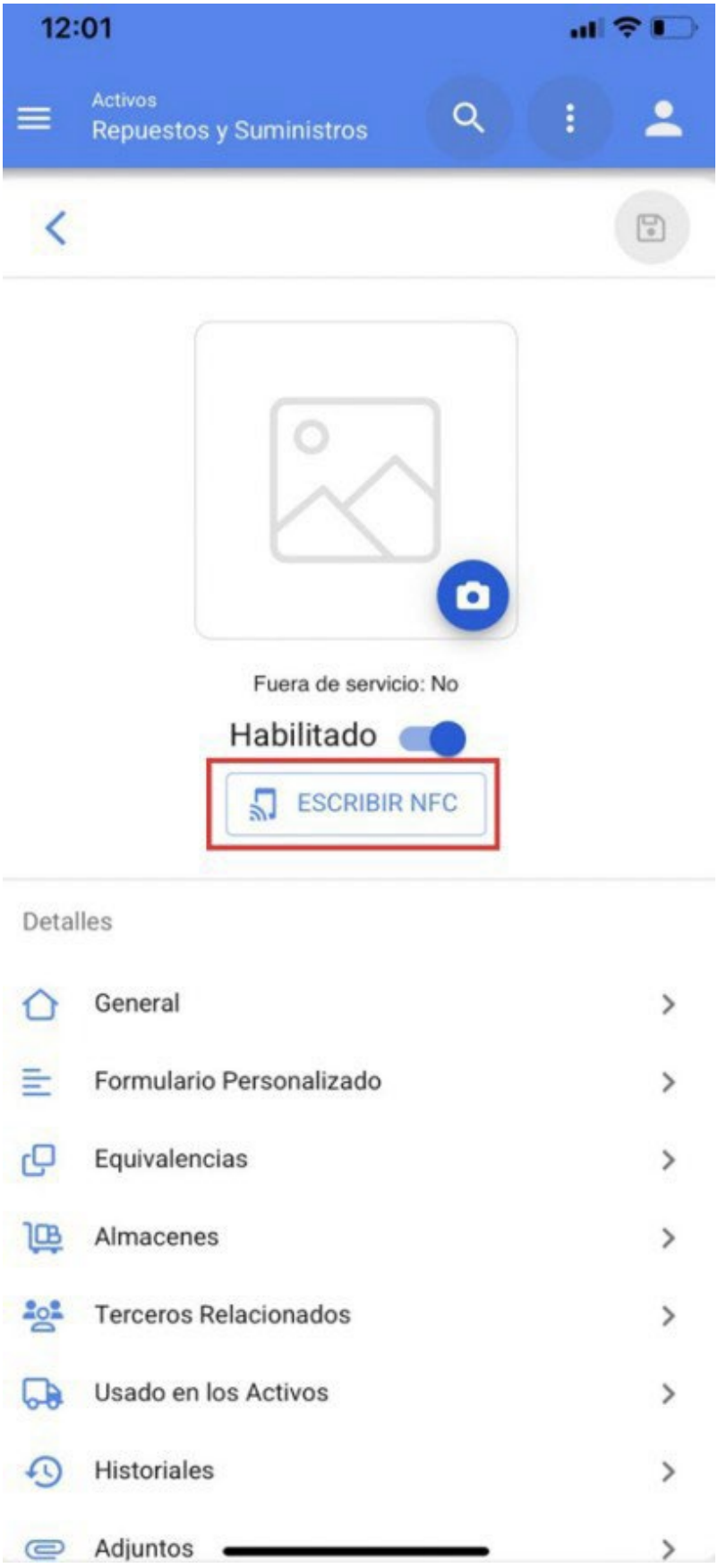
help.fracttal.com/en/articles/6100812-writing-tags-nfc-on-fracttal-one-mobile

NFC (Near-field communication) is a wireless communication technology that is mainly used for identification and validation of people or assets, in this case it is used to identify the different assets that are created in the Fracttal One platform, therefore, it is important to understand the procedure to configure both the reading devices that have this technology and the Tags to be read.

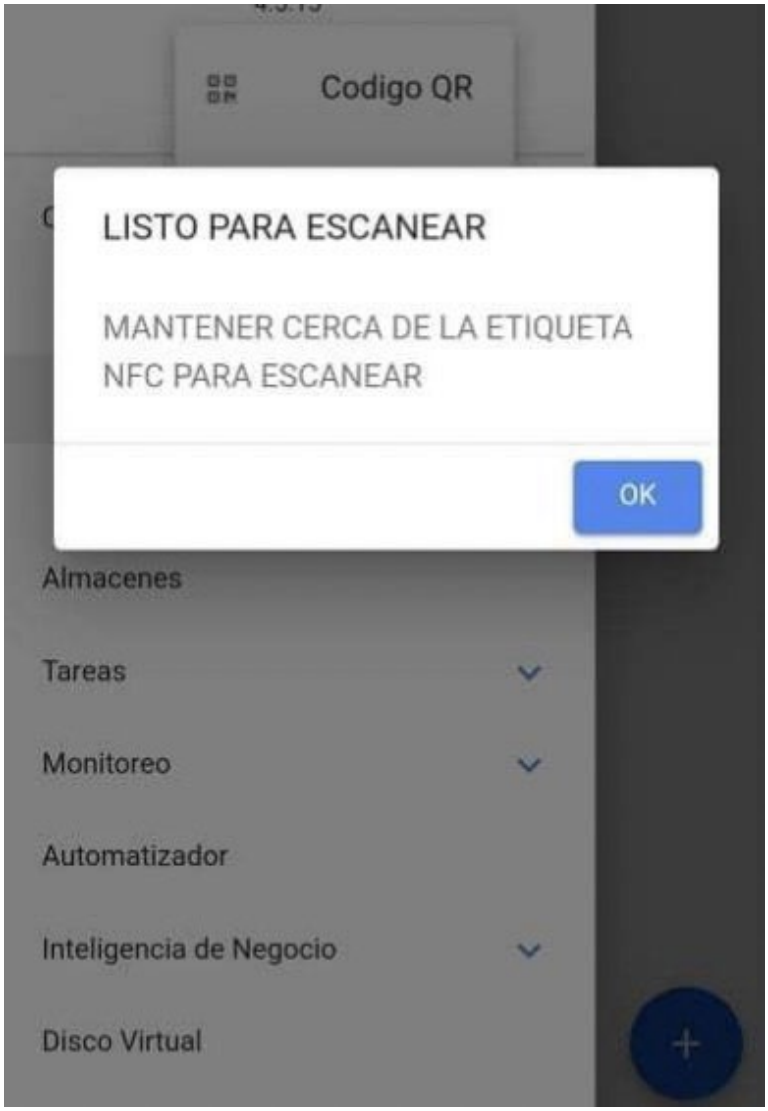
Now from the Fracttal One mobile app you can not only read your NFC tags but also edit them so that when you install them in the corresponding device you can see the asset details, generate an unplanned task or create a new work request.

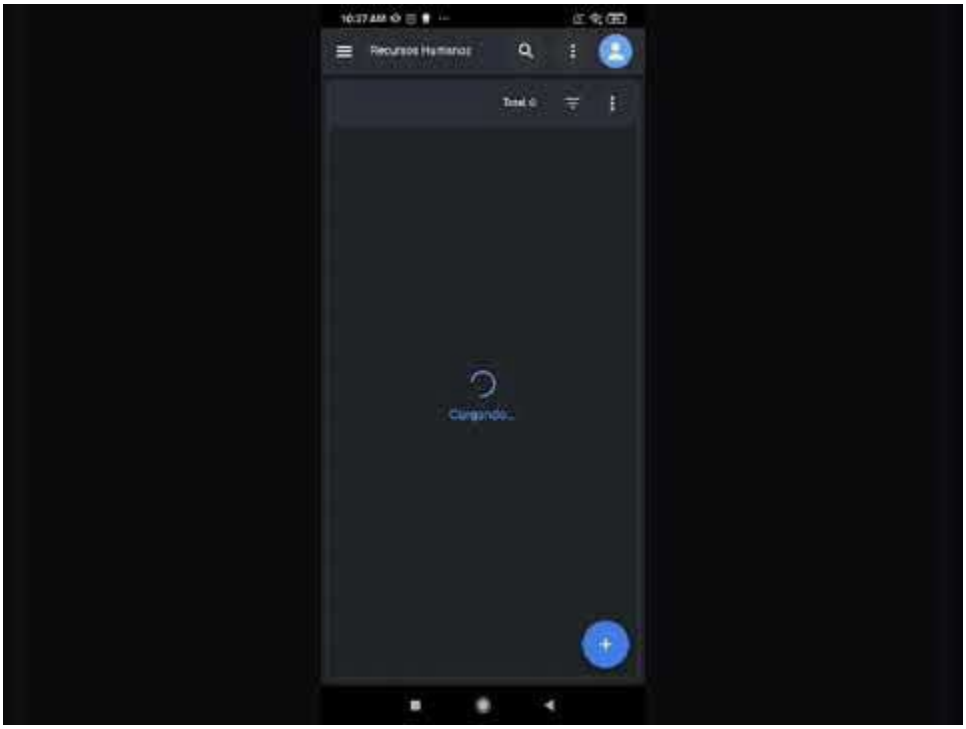
Process for writing an NFC to the Android operating system

1. Open the asset you want to enter in the available tag and click on the "WRITE NFC" button.


12:01
Activos
Repuestos y Suministros
Fuera de servicio: No
Habilitado
ESCRIBIR NFC
Detalles
General
Formulario Personalizado
Equivalencias
Almacenes
Terceros Relacionados
Usado en los Activos
Historiales
Adjuntos

2. Bring the device close to the tag when the message **"READY TO SCAN"** is displayed, where an approval message will be displayed confirming that the writing was done correctly.

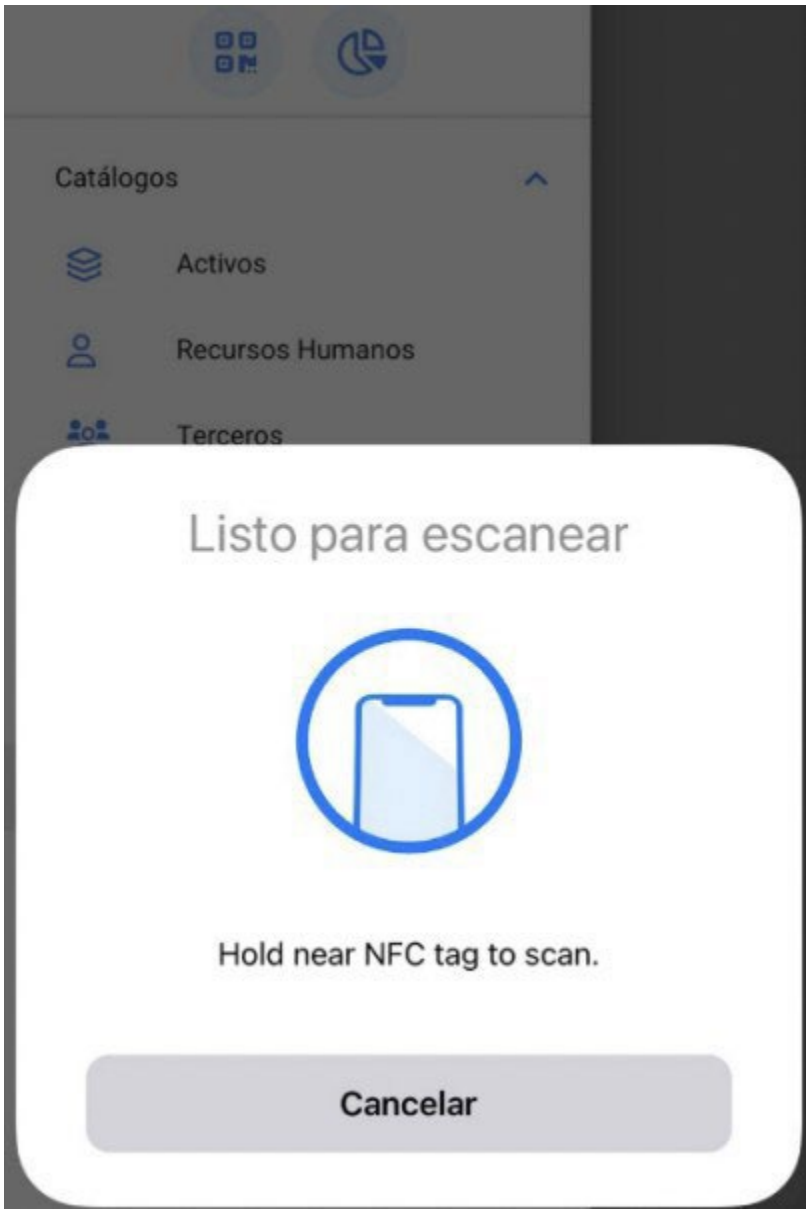




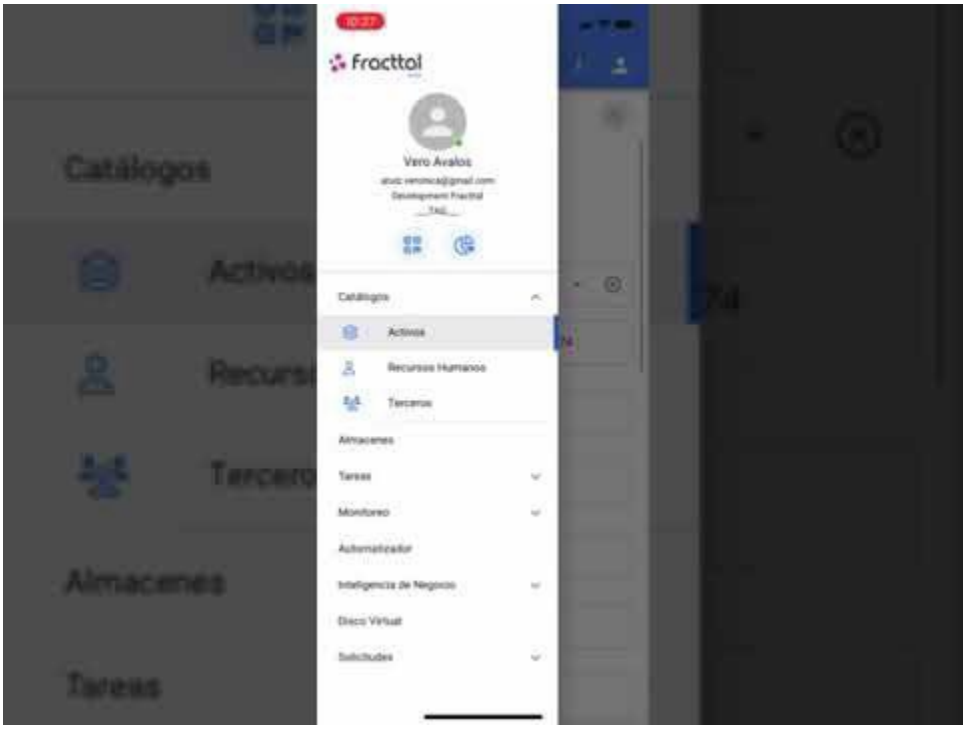
Watch Video At: https://youtu.be/D7vq_XKLKy0

Process for writing an NFC in the IOS operating system

To perform the process in the IOS operating system, it is performed exactly the same as in the Android operating system only that when clicking on the "**WRITE NFC**" button the message and the interface varies as shown in the following figure:



All that remains is to bring the device close to the tag and the writing will be done correctly.



Watch Video At: https://youtu.be/rtnbmczw2uo

NFC tag reading in Fracttal One Mobile

help.fracttal.com/en/articles/6100839-reading-tags-nfc-on-fracttal-one-mobile

NFC (Near-field communication) is a wireless communication technology that is mainly used for identification and validation of people or assets, in this case it is used to identify the different assets that are created in the Fracttal One platform, therefore, it is important to understand the procedure to configure both the reading devices that have this technology and the Tags to be read.

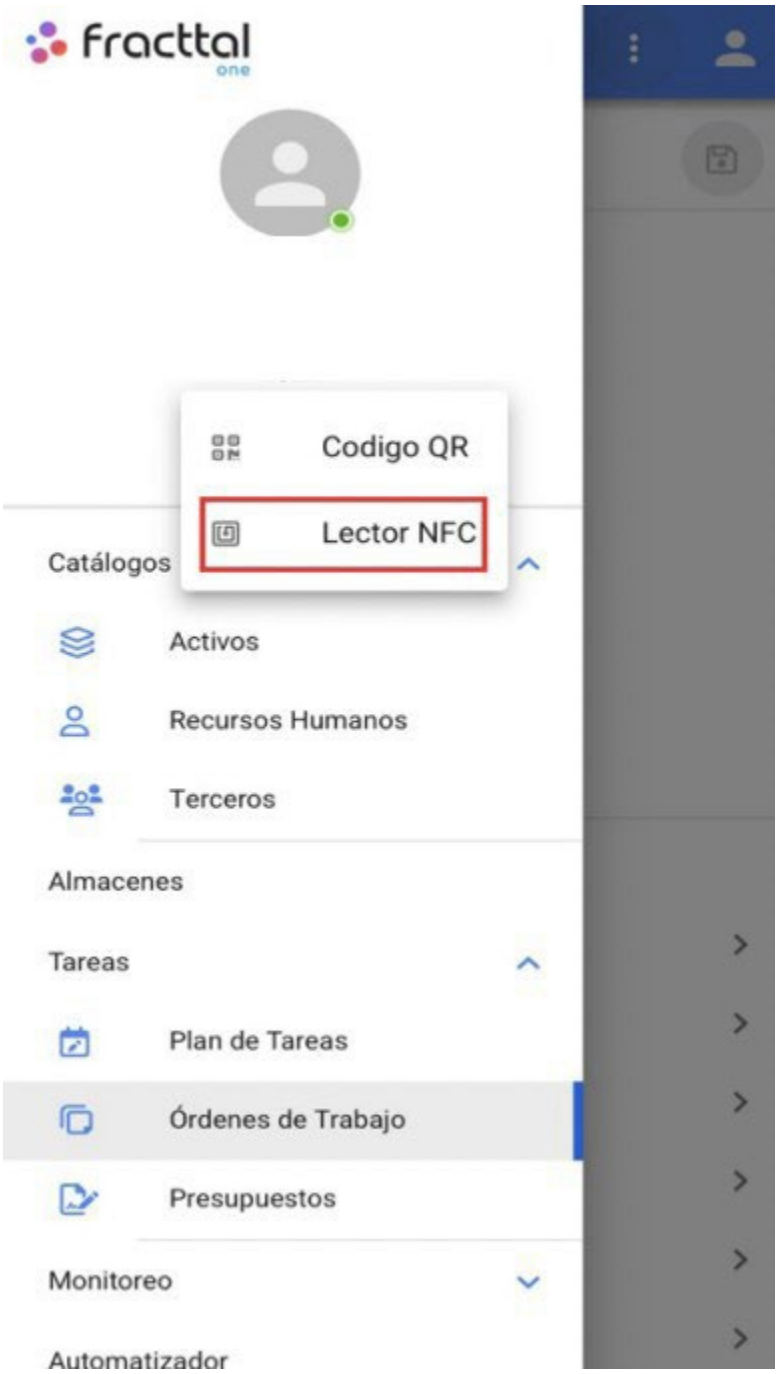
Now from the Fracttal One application you will be able to read your NFC tags so that when you install them on the corresponding equipment you will be able to see the asset details, generate an unplanned task or create a new work request.

NFC reading Android operating system

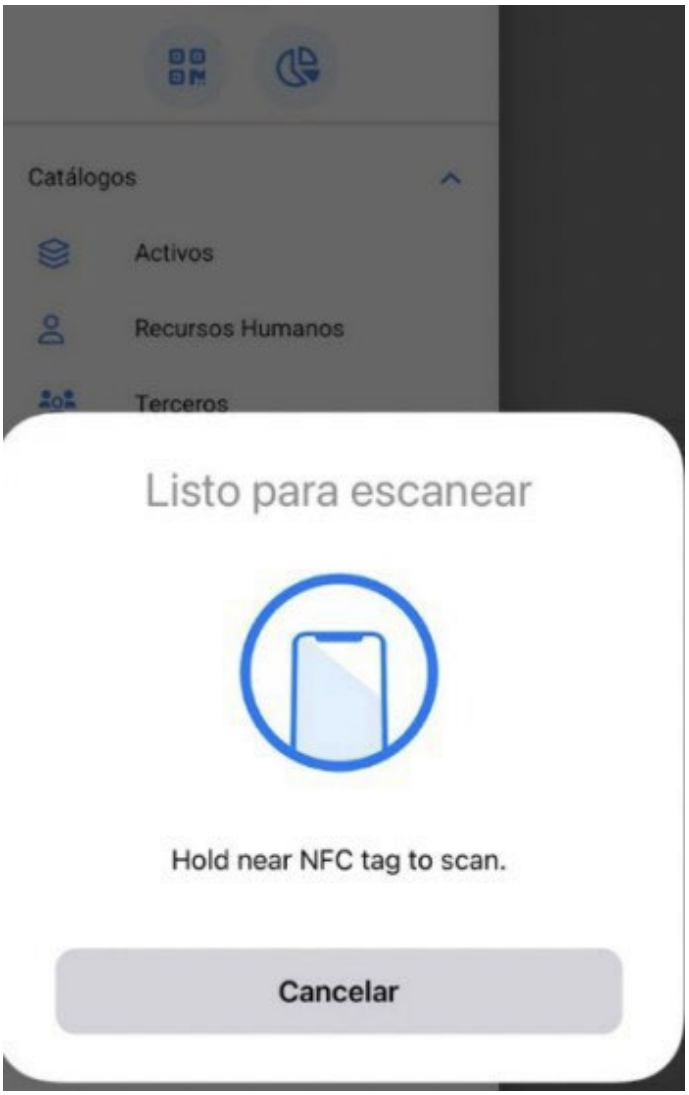
To read an NFC from the Android operating system, it is only necessary to have the NFC reader active and to have the Fracttal One mobile application open, since by simply bringing the device close to any module in Fracttal One, the reading will be done instantly.

1. Open the menu and click on the QR code icon.

2. Select the NFC Reader option



3. Bringing the device close to the tag


Catálogos
Activos
Recursos Humanos
Terceros
Listo para escanear
Hold near NFC tag to scan.
Cancelar

How to record start and end time in a WO manually from a cell phone?

help.fracttal.com/en/articles/6110732-how-to-register-start-and-end-time-on-a WO-manually-from-a-mobile phone

Once inside the WO we will have a button at the bottom right hand side which will say "Records" and we will click on it.

TERMO NEVULIZADORA { EQ-SAN-002 }

TAREA | SUBTAREAS | RECURSOS | ADJUNTOS (1)

General

CAMBIO DE FILTROS

Tipo de tarea:	PREVENTIVO
Fecha Programada:	2022-04-18
Prioridad:	Muy Alta
Clasificación 1:	TECNICO
Clasificación 2:	---
Nro Solicitud:	---

Tiempo

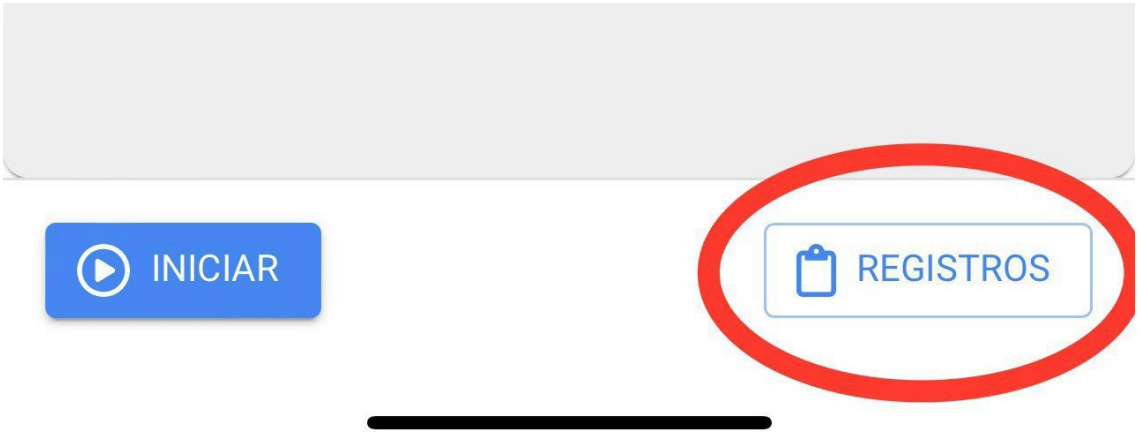
Duración estimada:	02:00
Fecha inicial:	
Fecha Final:	---
Tiempo de Ejecución:	00:00:00
Tiempo estimado de pa...	03:00:00

Tiempo Real de Paro del Activo

003:00

Activador

Fecha Cada 1 Meses



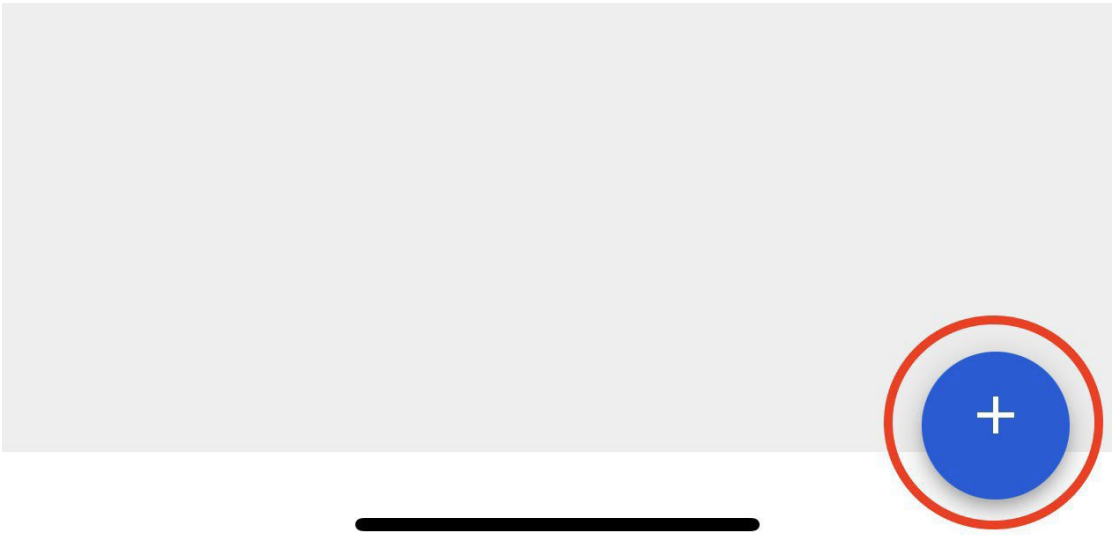
In this option, we will find a plus symbol in the lower right corner that, when clicked, will allow us to manually record the date and time of the start and end of our work order.

1:11

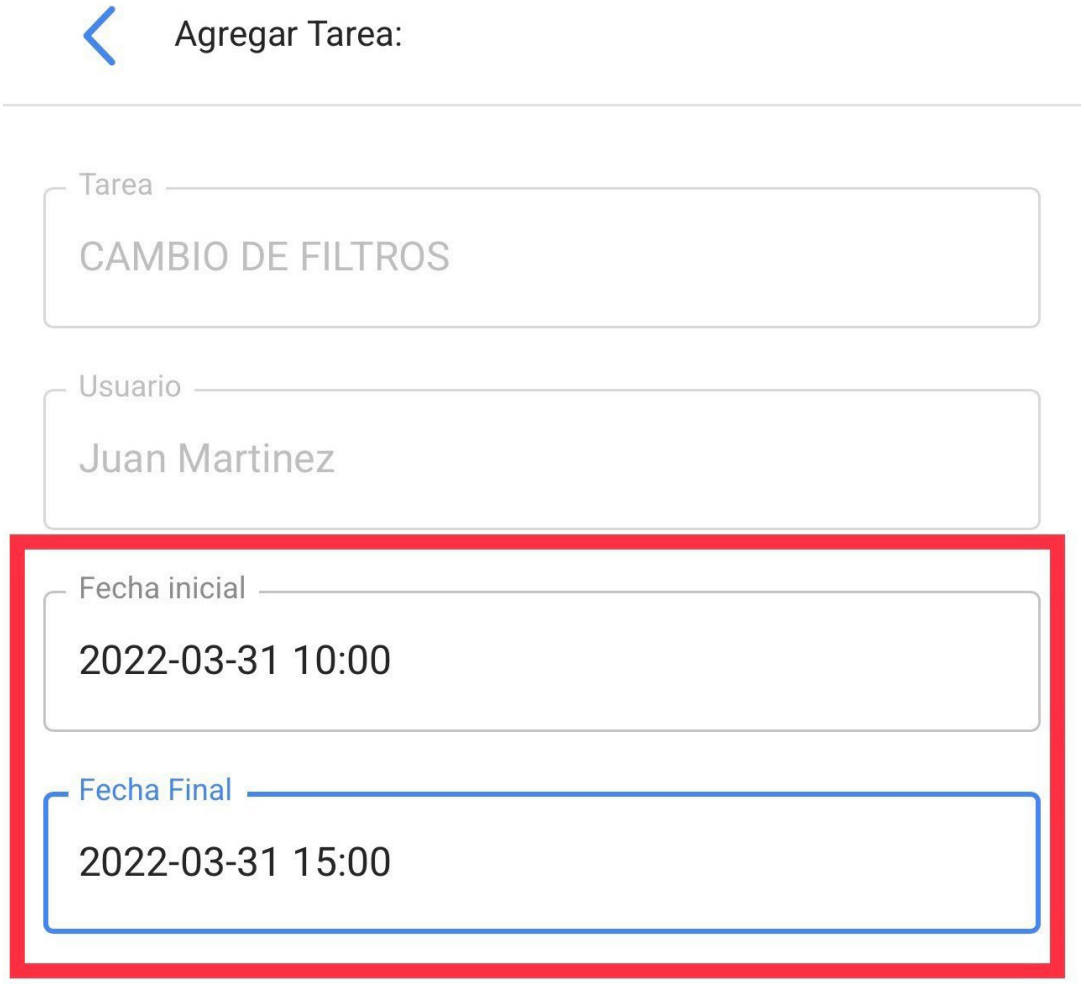
Tarea: CAMBIO DE FILTROS

Total: 0

Sin datos para mostrar con estos parámetros



Once we have registered our dates and times we must click on the "Save and Finish" button that appears at the bottom right. Then, when we go back to the initial sale of the WO we will notice that the start and end dates have been successfully registered.


Agregar Tarea:
Tarea
CAMBIO DE FILTROS
Usuario
Juan Martinez
Fecha inicial
2022-03-31 10:00
Fecha Final
2022-03-31 15:00

GUARDAR Y FINALIZAR

TERMO NEVULIZADORA { EQ-SAN-002 }
TAREA
SUBTAREAS
RECURSOS
2
ADJUNTOS
General
CAMBIO DE FILTROS
Tipo de tarea: PREVENTIVO
Fecha Programada: 2022-04-18
Prioridad: Muy Alta
Clasificación 1: TECNICO
Clasificación 2: ---
Nro Solicitud: ---
Tiempo
Duración estimada: 02:00
Fecha inicial: 2022-03-31 10:00:35
Fecha Final: 2022-03-31 15:00:35
Tiempo de Ejecución: 05:00:00
Tiempo estimado de pa... 03:00:00
Tiempo Real de Paro del Activo
003:00
Activador
Fecha Cada 1 Meses

INICIAR
REGISTROS

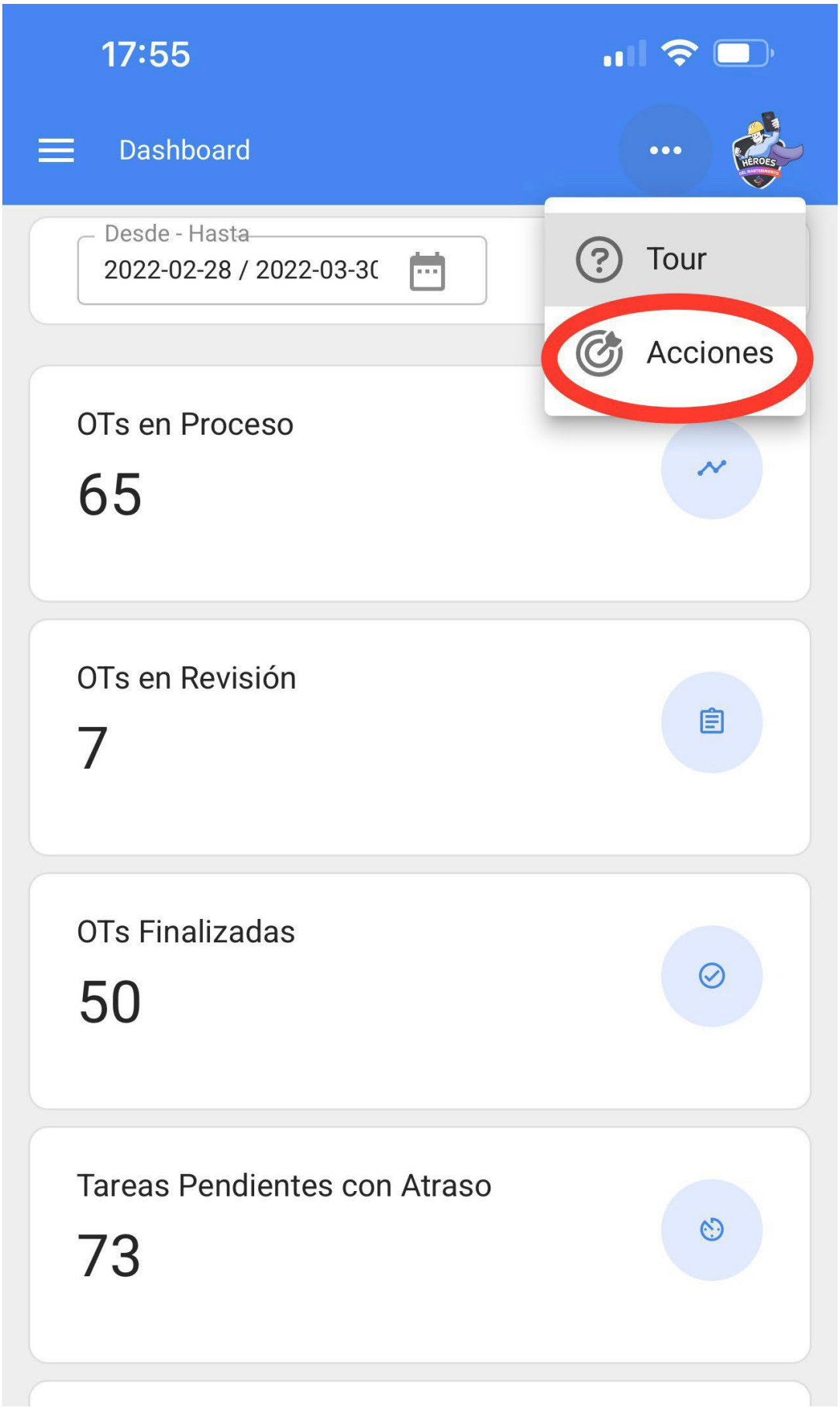
Quick actions from a cell phone.

help.fracttal.com/en/articles/6110727-fast-actions-from-mobile-phones

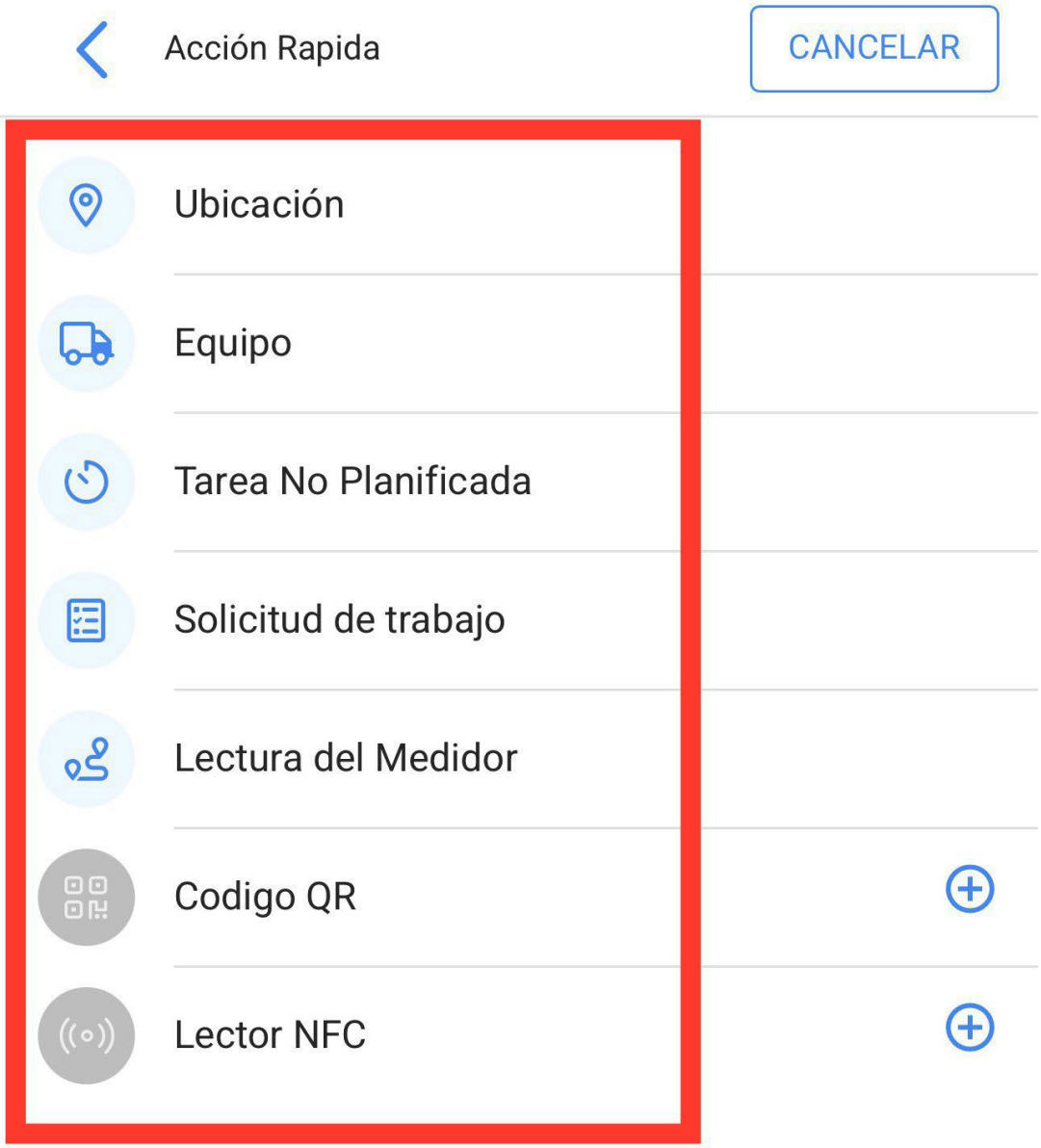
To be able to use our quick actions from a cell phone, what we will do is to click on our points that appear on the upper right side of our main screen and it will open a menu with the option of actions.

17:55
Dashboard
Desde - Hasta
2022-02-28 / 2022-03-3(
OTs en Proceso
65
OTs en Revisión
7
OTs Finalizadas
50
Tareas Pendientes con Atraso
73

Then, it will open the window with the different quick actions that we will be able to perform from this option.


17:55
Dashboard
Desde - Hasta
2022-02-28 / 2022-03-30
Tour
Acciones
OTs en Proceso
65
OTs en Revisión
7
OTs Finalizadas
50
Tareas Pendientes con Atraso
73

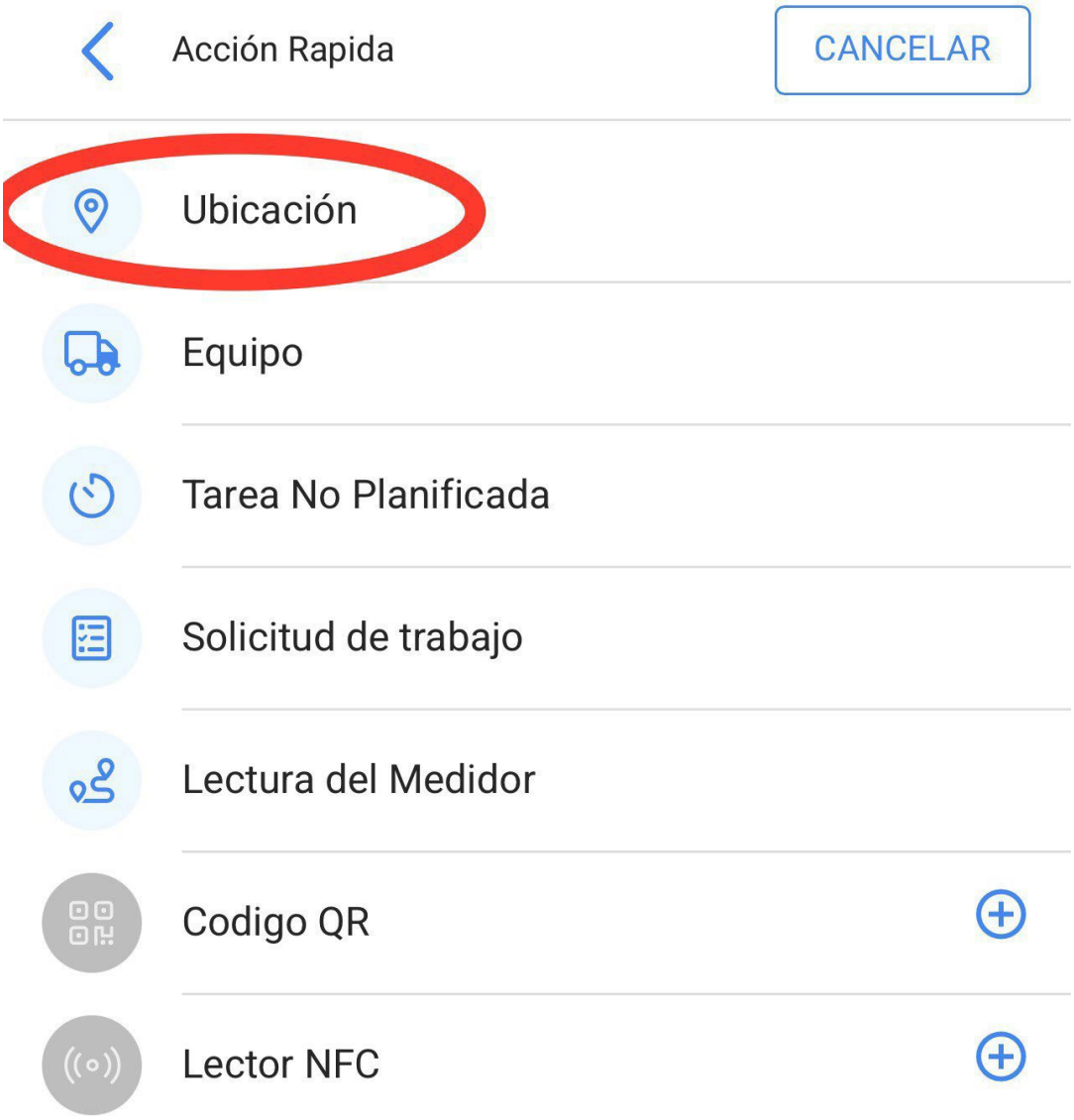
Porcentaje de Cumplimiento
OTs Finalizadas
41.0%


Acción Rapida
CANCELAR
Ubicación
Equipo
Tarea No Planificada
Solicitud de trabajo
Lectura del Medidor
Codigo QR
Lector NFC

Each of these options is detailed below:

Location

Location would open a blank location tab for us to load a new one.


Acción Rapida
CANCELAR
Ubicación
Equipo
Tarea No Planificada
Solicitud de trabajo
Lectura del Medidor
Codigo QR
Lector NFC

17:57

Activos

Ubicaciones

General

Localización

Nombre

Nombre es muy corta (el mínimo es de 2 caracteres)

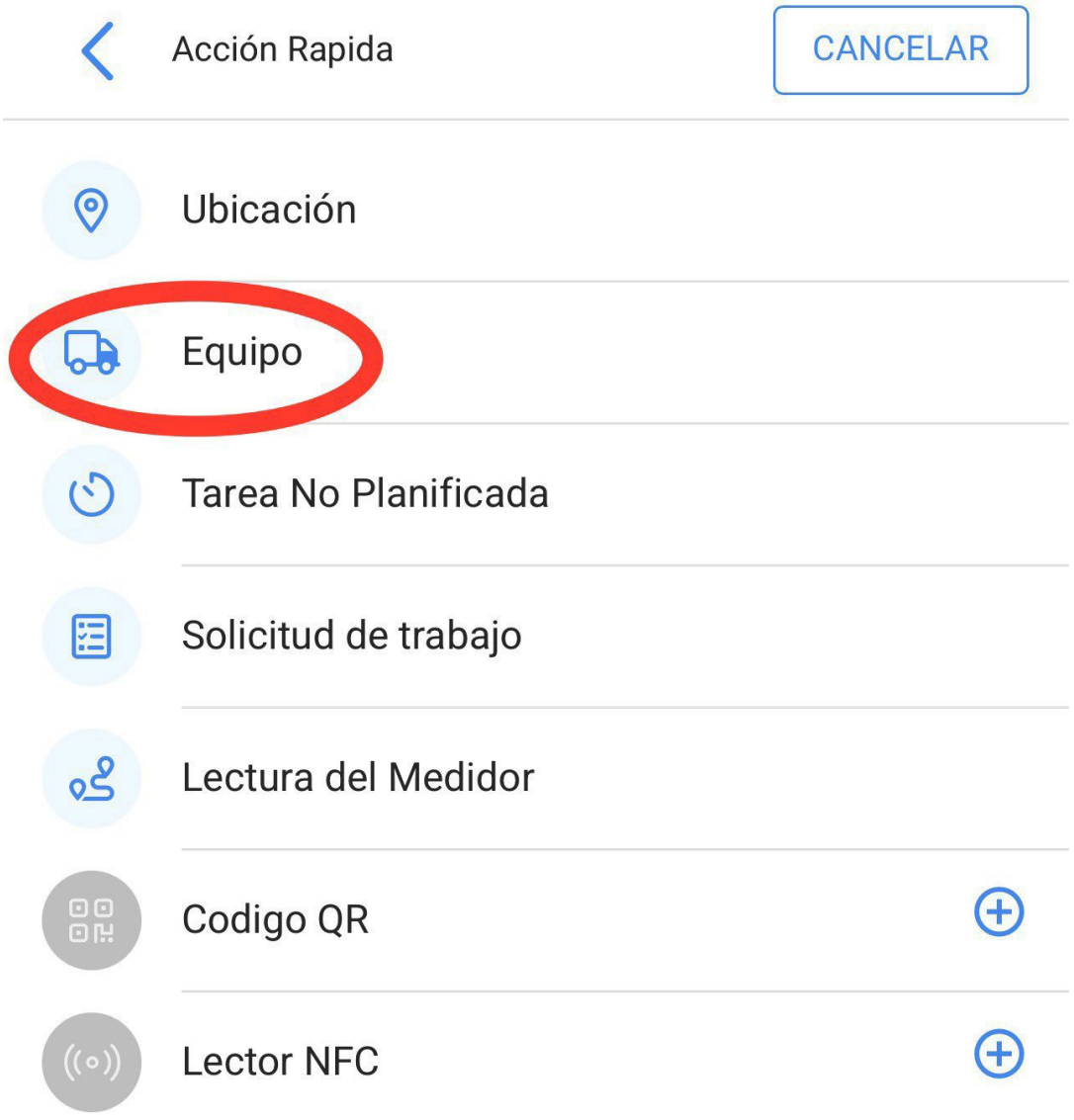
Código

Dirección

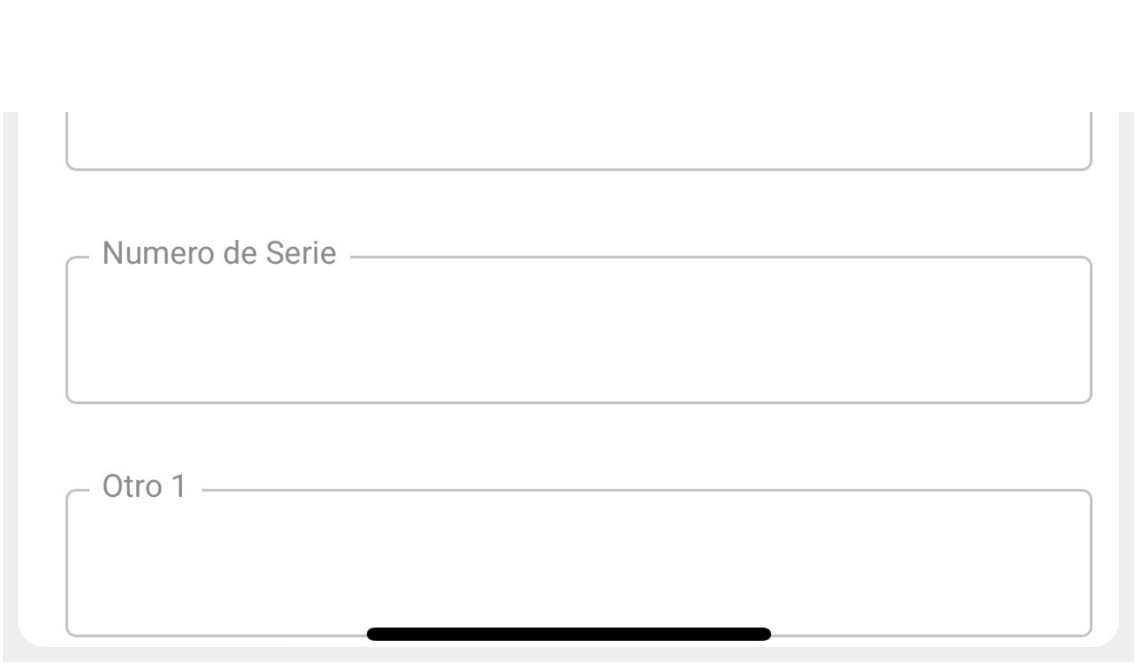
Ciudad

Team

Equipment would open a blank equipment file for us to load a new one.

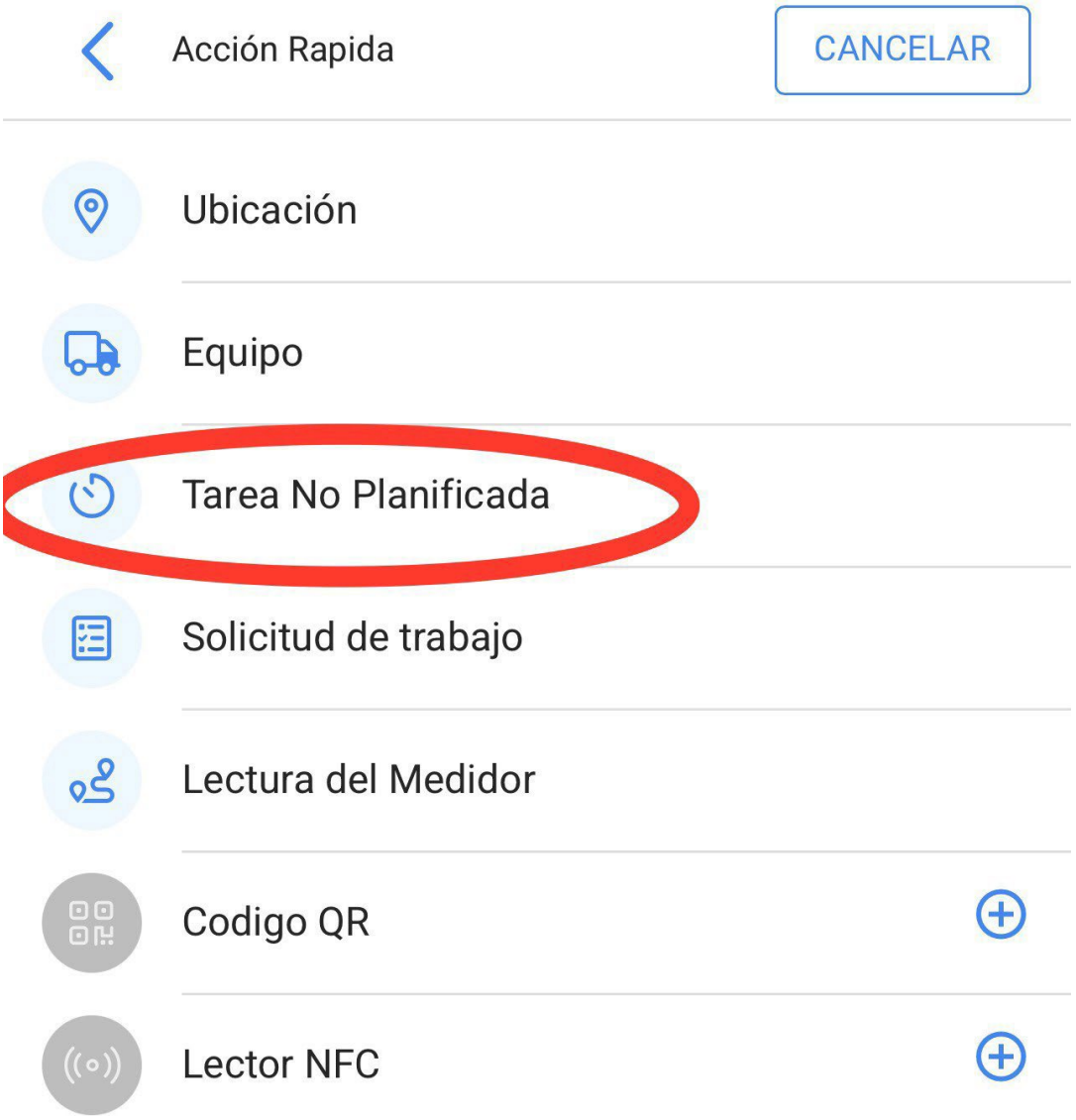

Acción Rapida
CANCELAR
Ubicación
Equipo
Tarea No Planificada
Solicitud de trabajo
Lectura del Medidor
Codigo QR
Lector NFC

17:58
Equipos
General
Ubicado en ó es Parte de
Nombre
Field 1 es muy corta (el mínimo es de 2 caracteres)
Código
Marca
Modelo



Unplanned Task

This will open our option to generate unscheduled work management directly from this section.


Acción Rapida
CANCELAR
Ubicación
Equipo
Tarea No Planificada
Solicitud de trabajo
Lectura del Medidor
Codigo QR
Lector NFC

Tarea no Programada

1 Activo — 2 Tarea — 3 SubTareas — 4 Recursos

Activo

Activo no puede estar en blanco

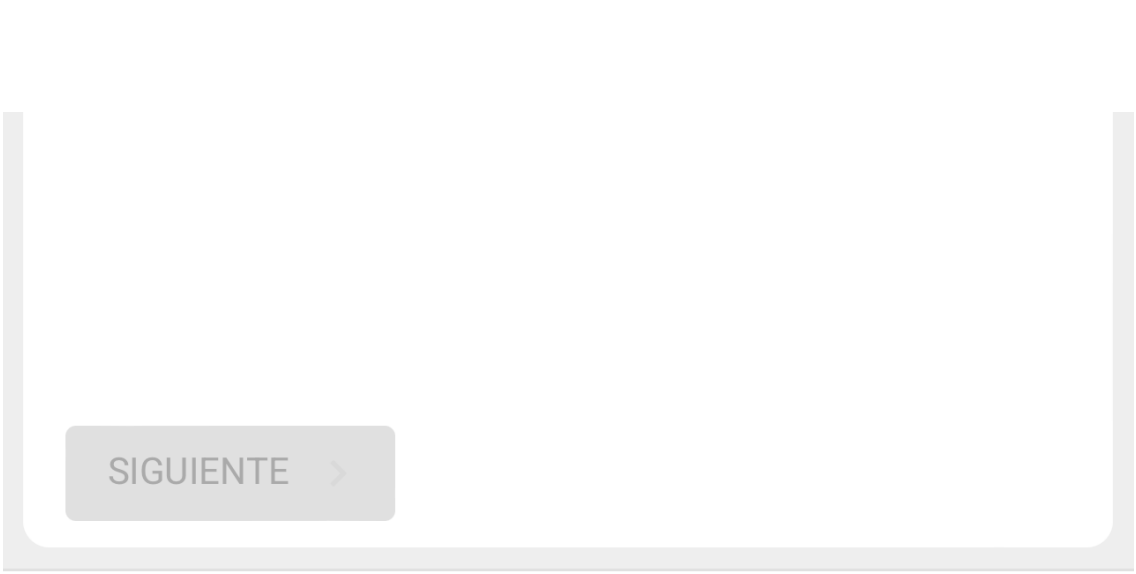
Fecha del incidente

2022-03-30 17:59

Solicitado Por

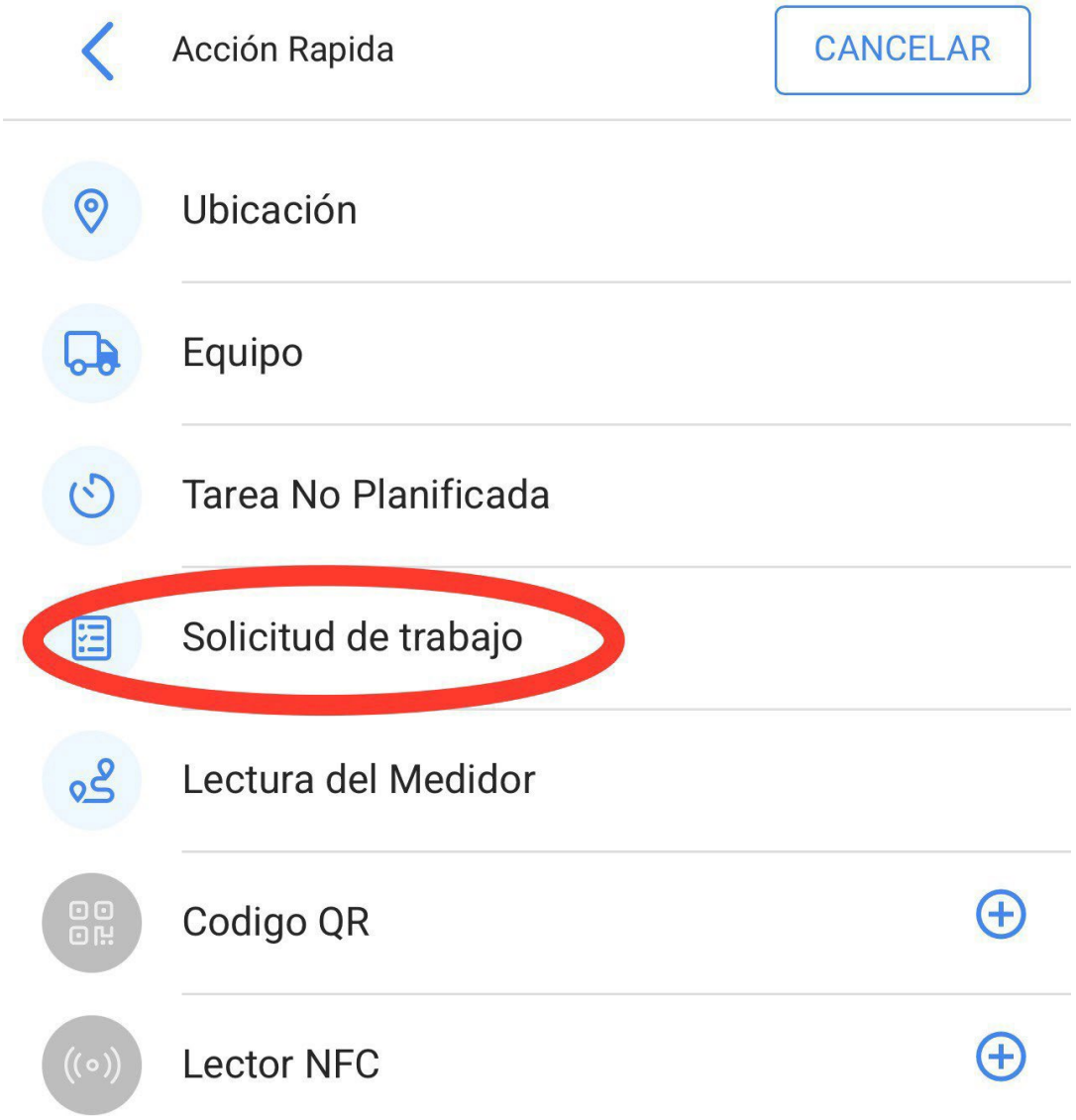
Juan Martinez

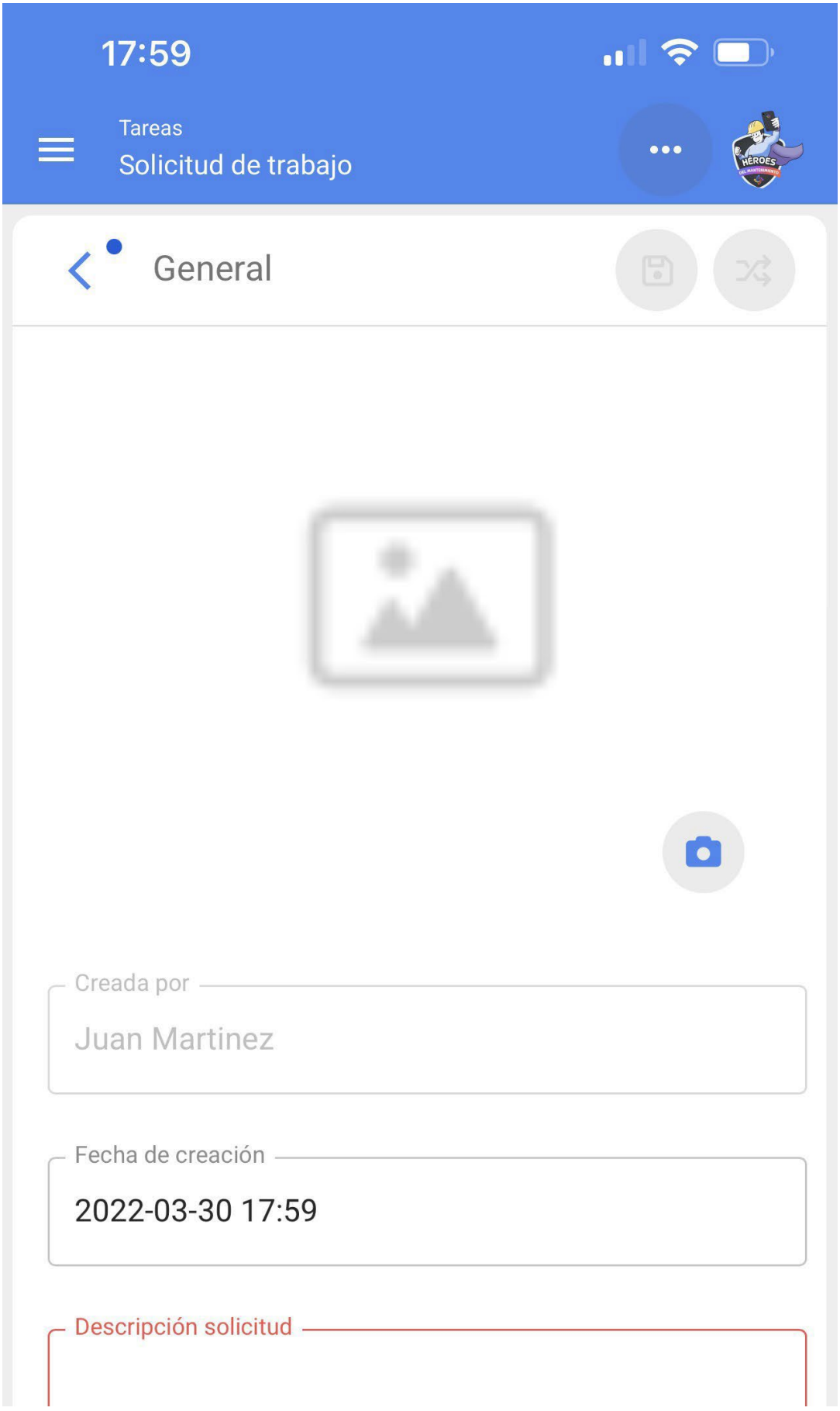
¿Falló el Activo?

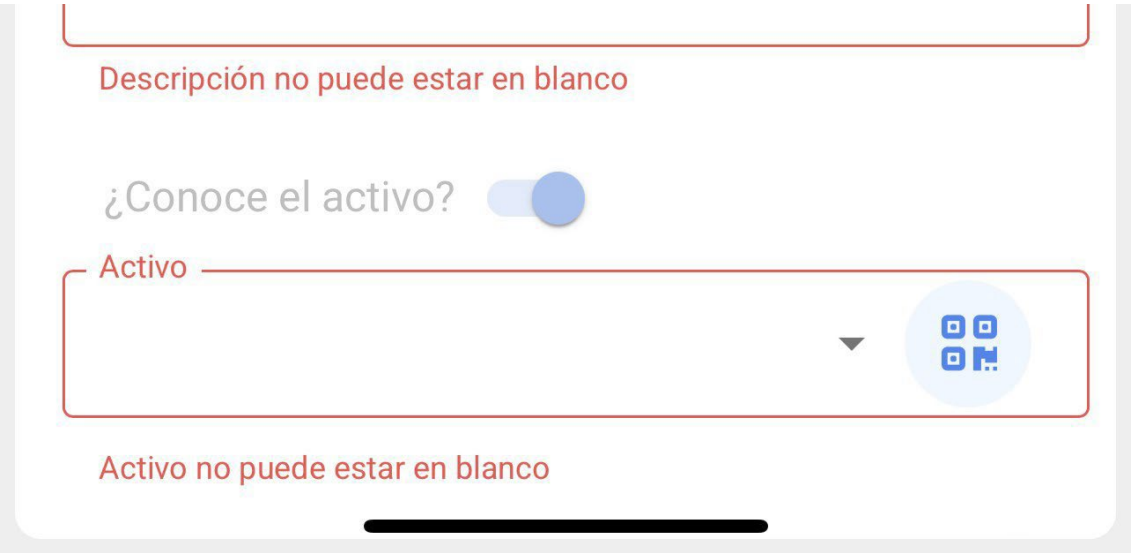


Work request

It will open a blank application to generate it from this section.

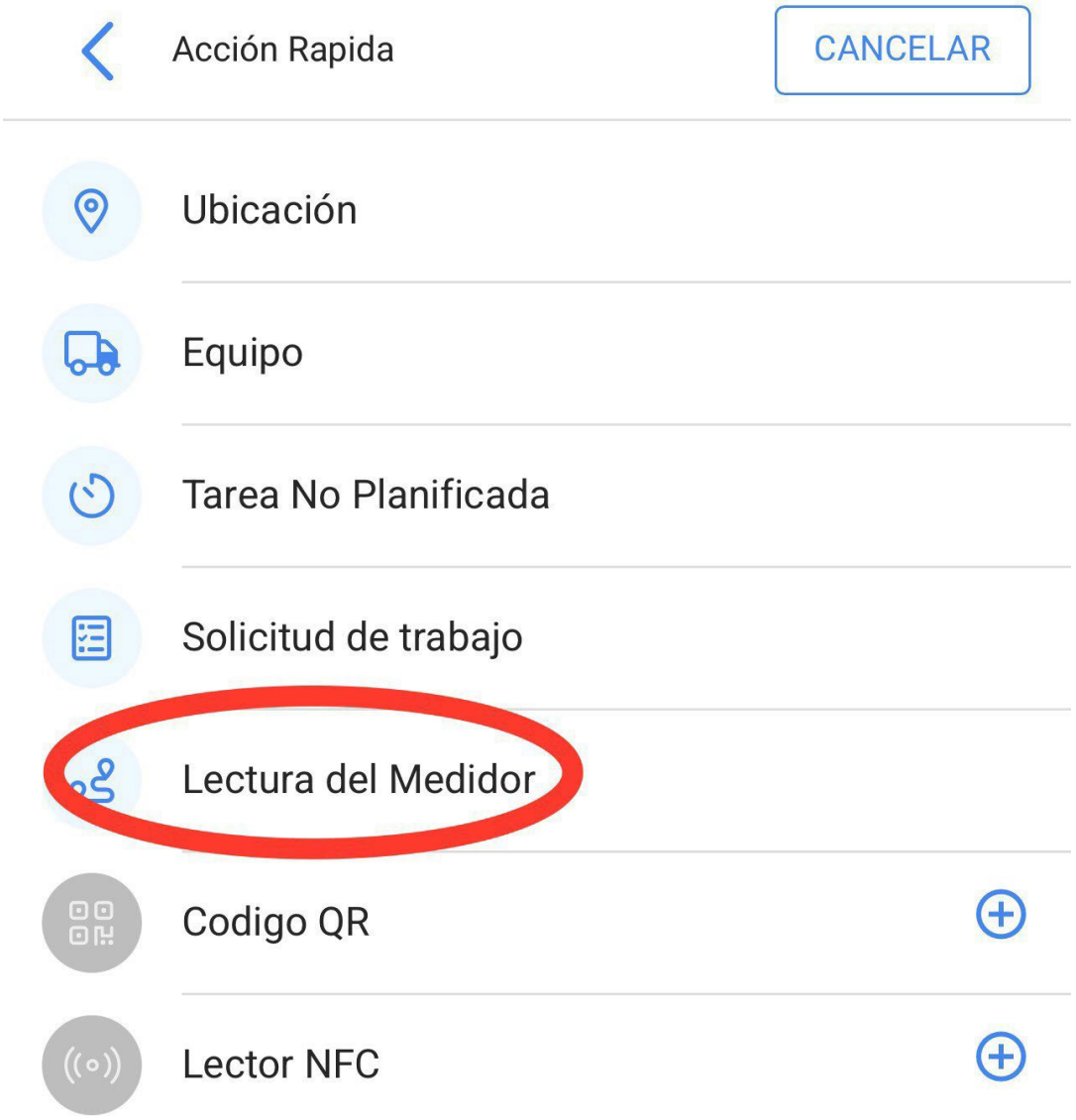

Acción Rapida
CANCELAR
Ubicación
Equipo
Tarea No Planificada
Solicitud de trabajo
Lectura del Medidor
Codigo QR
Lector NFC


17:59
Tareas
Solicitud de trabajo
General
Creada por
Juan Martinez
Fecha de creación
2022-03-30 17:59
Descripción solicitud



Meter reading

It will send us to a window where we can select the equipment and the meter we want to update the reading from this section.


Acción Rapida
CANCELAR
Ubicación
Equipo
Tarea No Planificada
Solicitud de trabajo
Lectura del Medidor
Codigo QR
Lector NFC

Lectura del Medidor

Activo

Medidor

Fecha

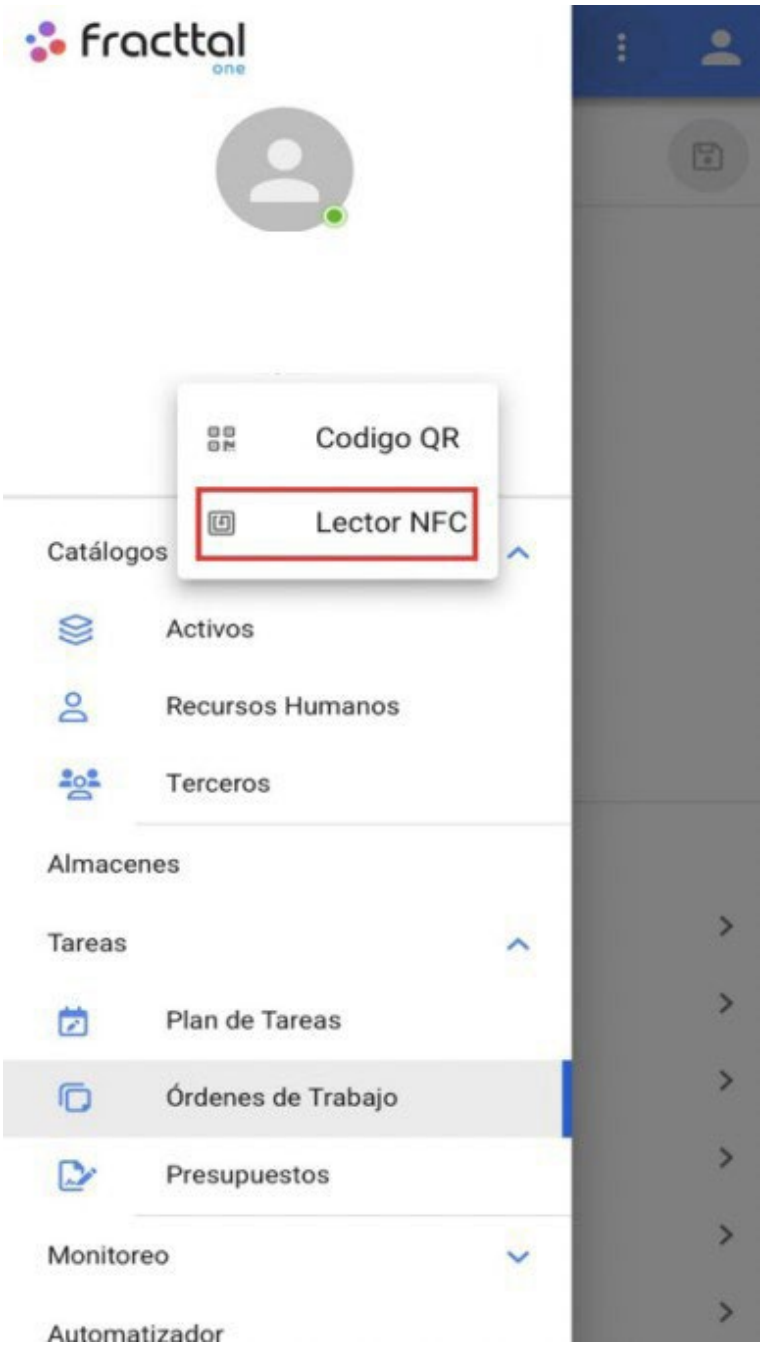
2022-03-30 17:59

Valor

QR Scanning and NFC Reader

Finally, this action will trigger the function to scan or read an NFC card from this section.

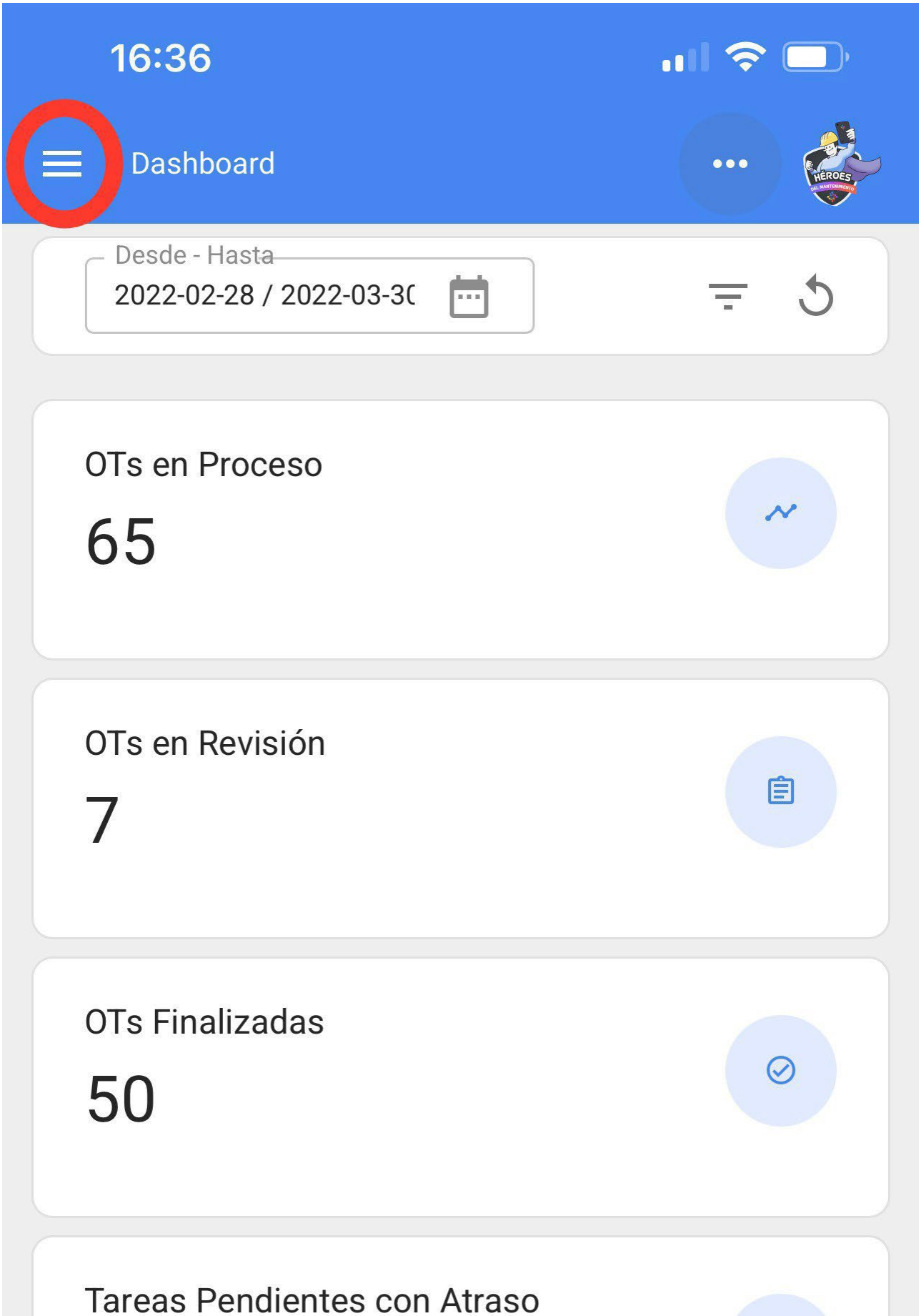
Fracttal
one
Catálogos
Almacenes
Tareas
Monitoreo
Automatizador
Inteligencia de Negocio
Disco Virtual
Solicitudes

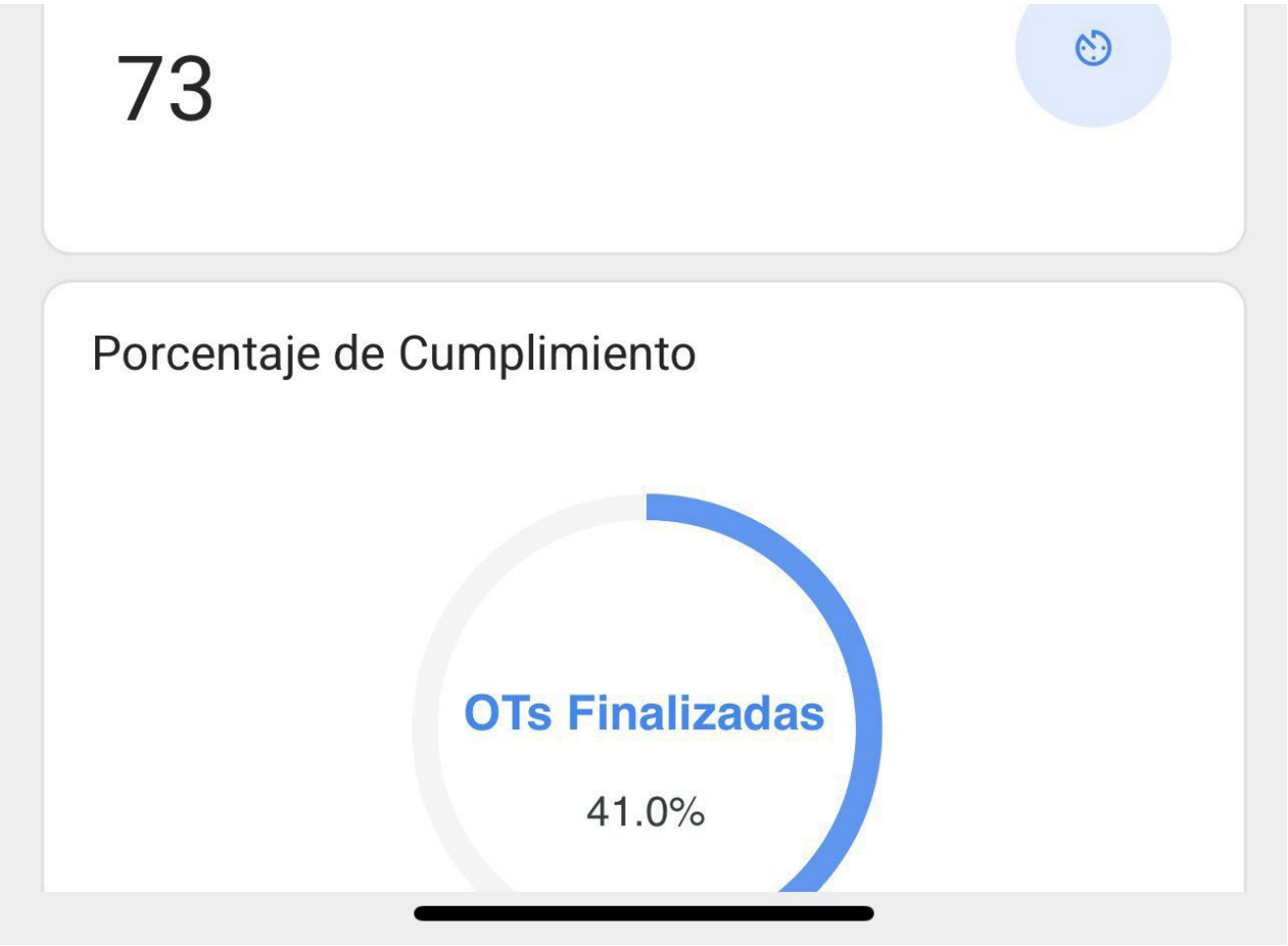

Fracttal
one
Codigo QR
Lector NFC
Catálogos
Activos
Recursos Humanos
Terceros
Almacenes
Tareas
Plan de Tareas
Órdenes de Trabajo
Presupuestos
Monitoreo
Automatizador

How to complete a WO from a cell phone?

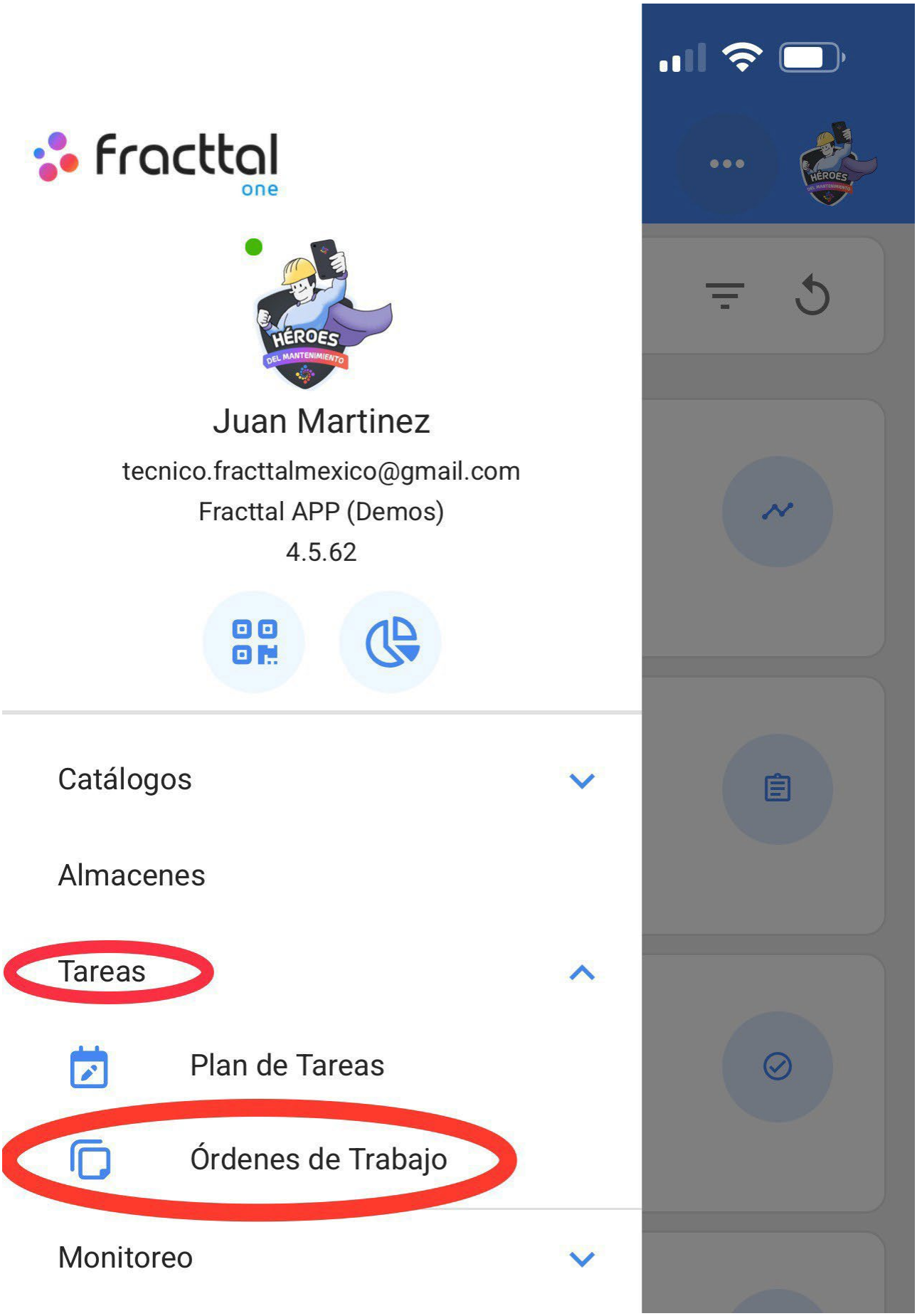
help.fracttal.com/en/articles/6108822-how-to-complete-a-WO-from-a-mobile phone

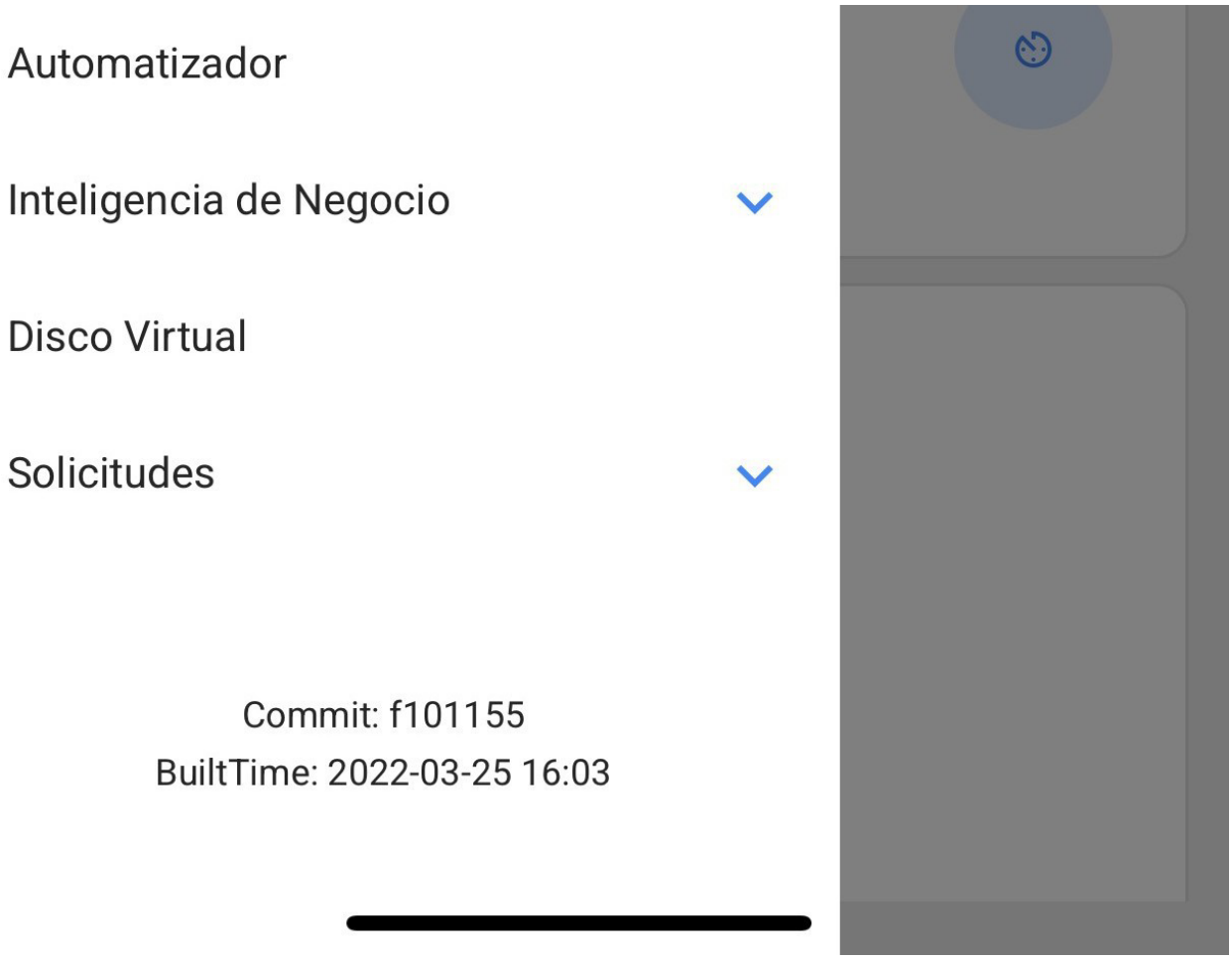
The first thing to do is to enter the main menu.


16:36
Dashboard
Desde - Hasta
2022-02-28 / 2022-03-3(
OTs en Proceso
65
OTs en Revisión
7
OTs Finalizadas
50
Tareas Pendientes con Atraso

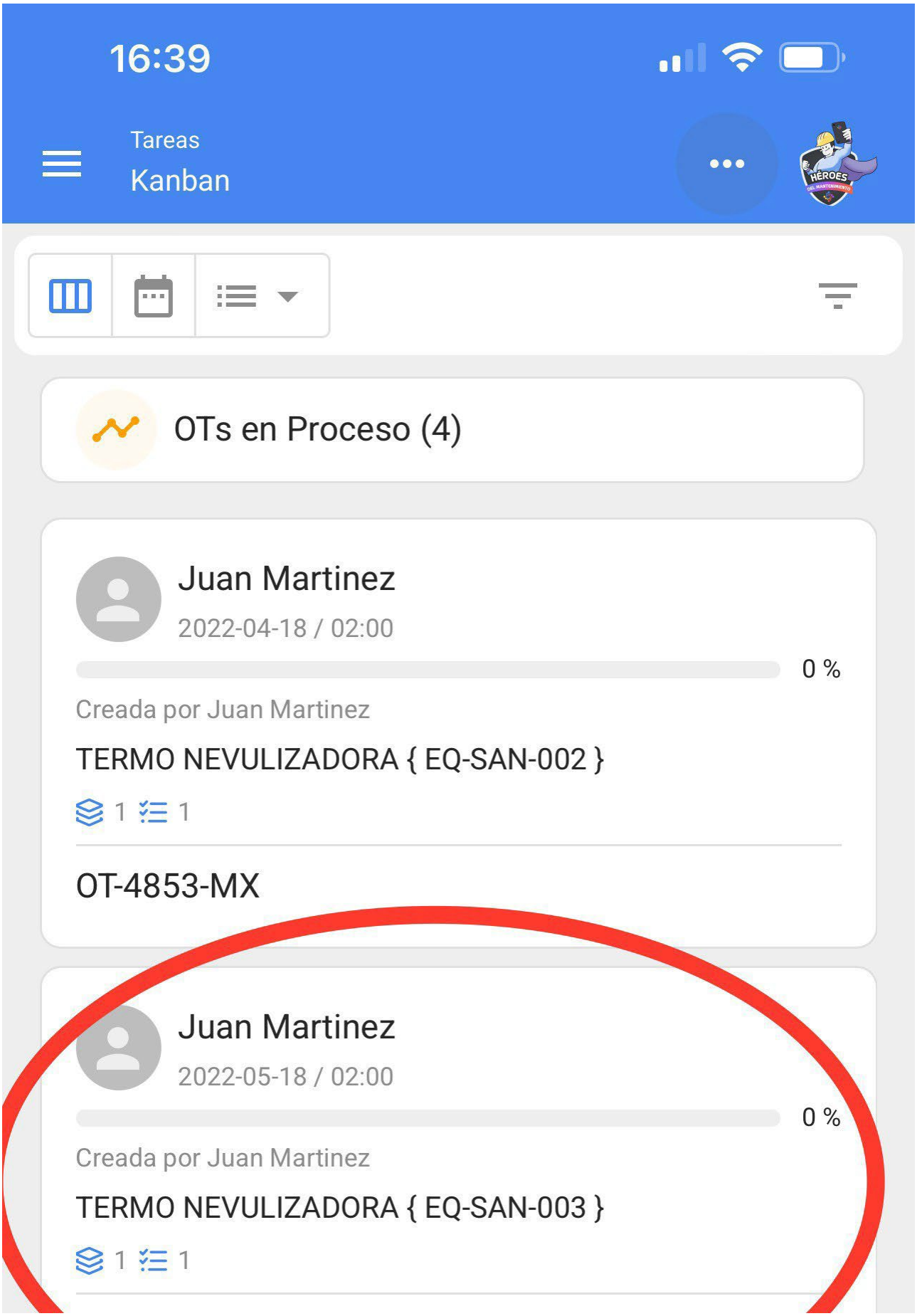


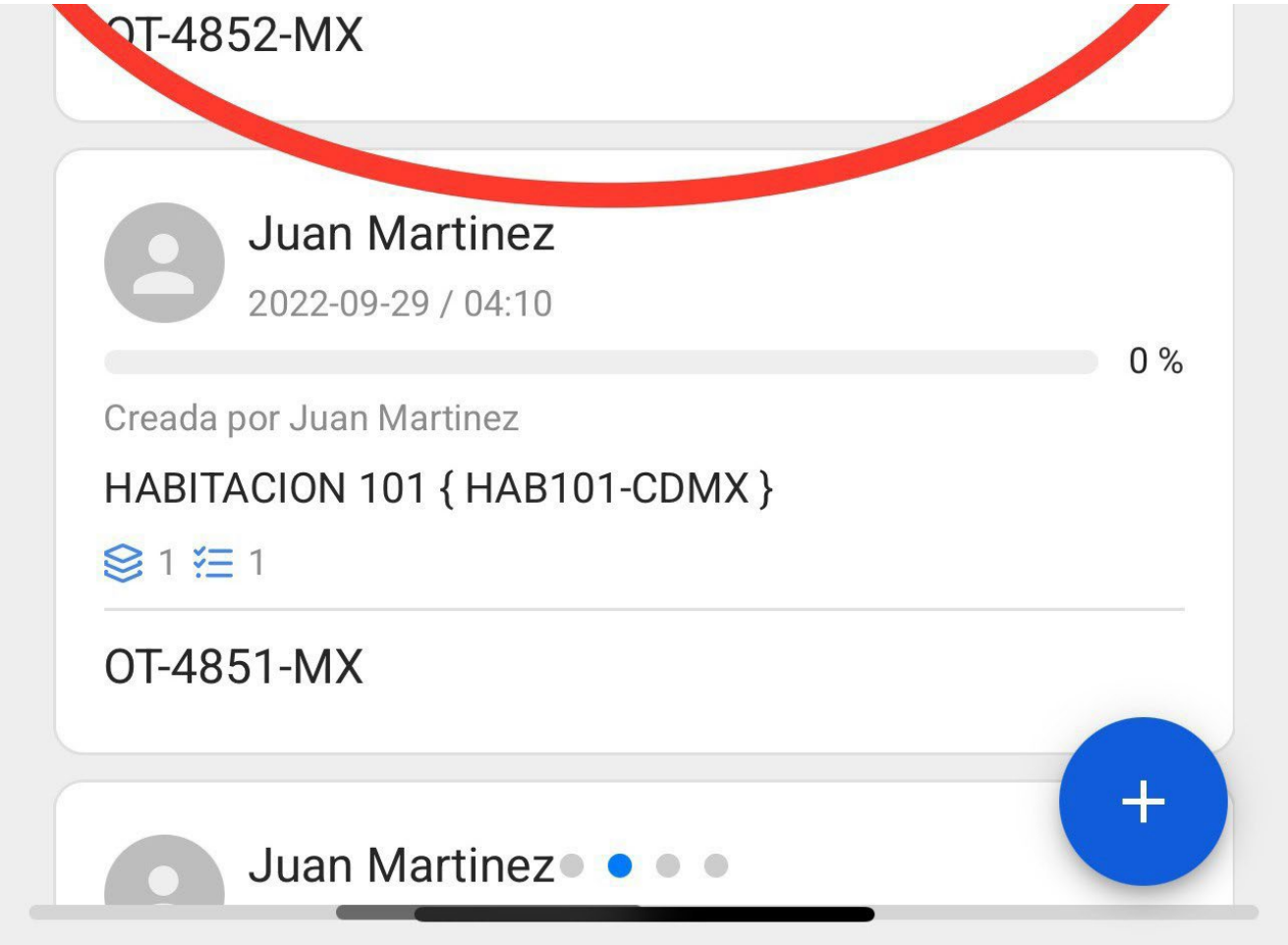
Then, enter the Tasks > Work Management > Work Orders module.


Juan Martinez
tecnico.fracttalmexico@gmail.com
Fracttal APP (Demos)
4.5.62
Catálogos
Almacenes
Tareas
Plan de Tareas
Órdenes de Trabajo
Monitoreo

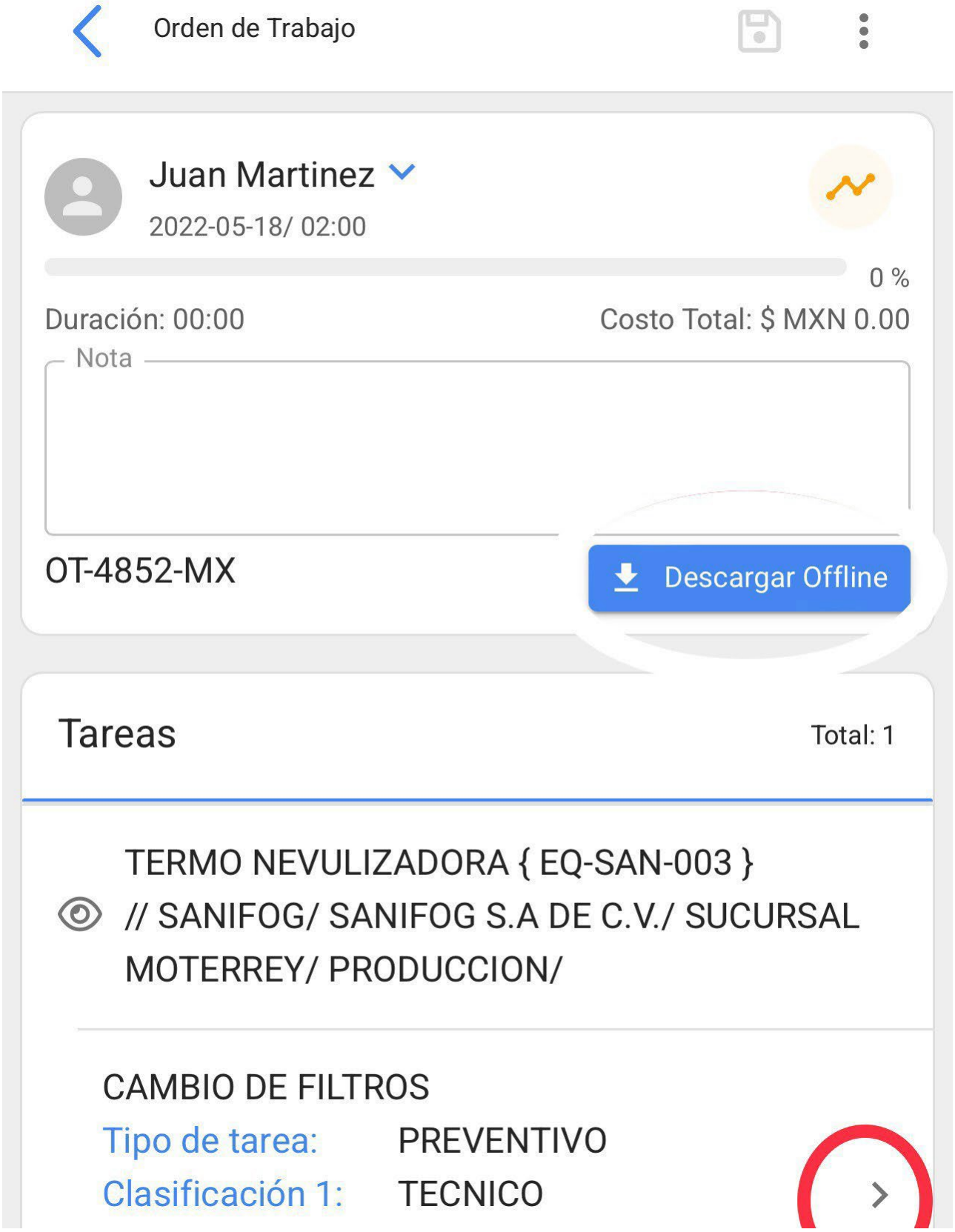


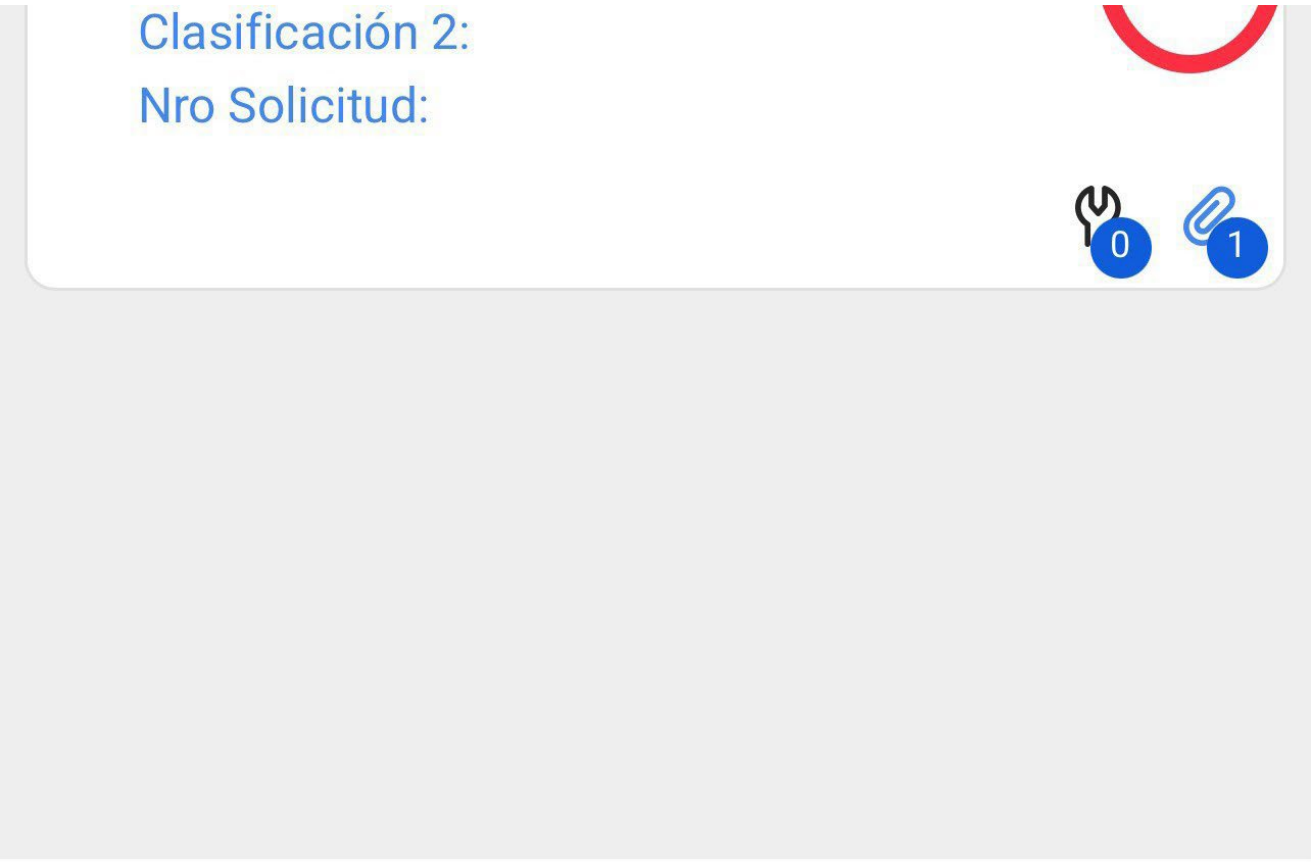
Now, we will select the WO we want to work with.


16:39
Tareas
Kanban
OTs en Proceso (4)
Juan Martinez
2022-04-18 / 02:00
0 %
Creada por Juan Martinez
TERMO NEVULIZADORA { EQ-SAN-002 }
1 1
OT-4853-MX
Juan Martinez
2022-05-18 / 02:00
0 %
Creada por Juan Martinez
TERMO NEVULIZADORA { EQ-SAN-003 }
1 1

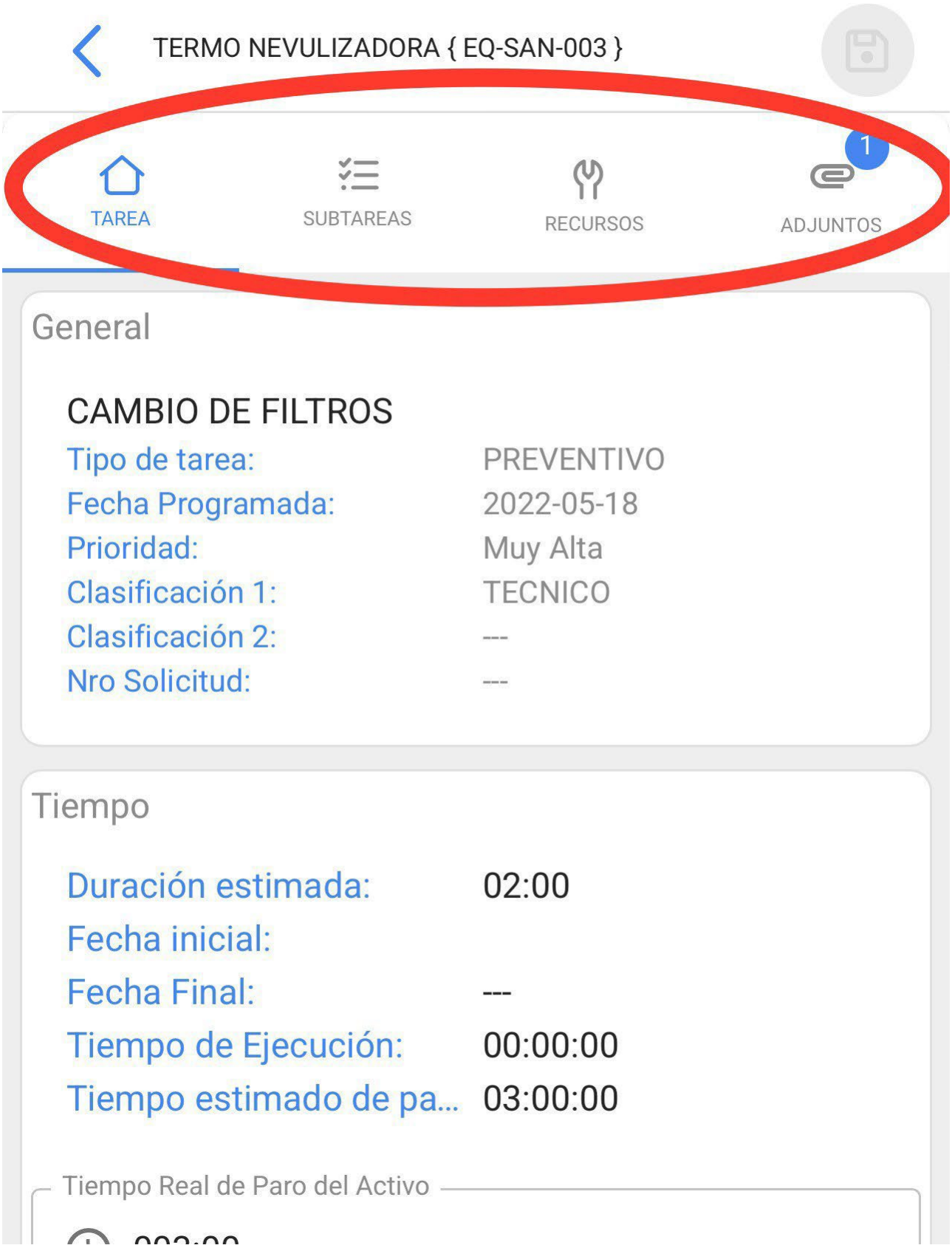


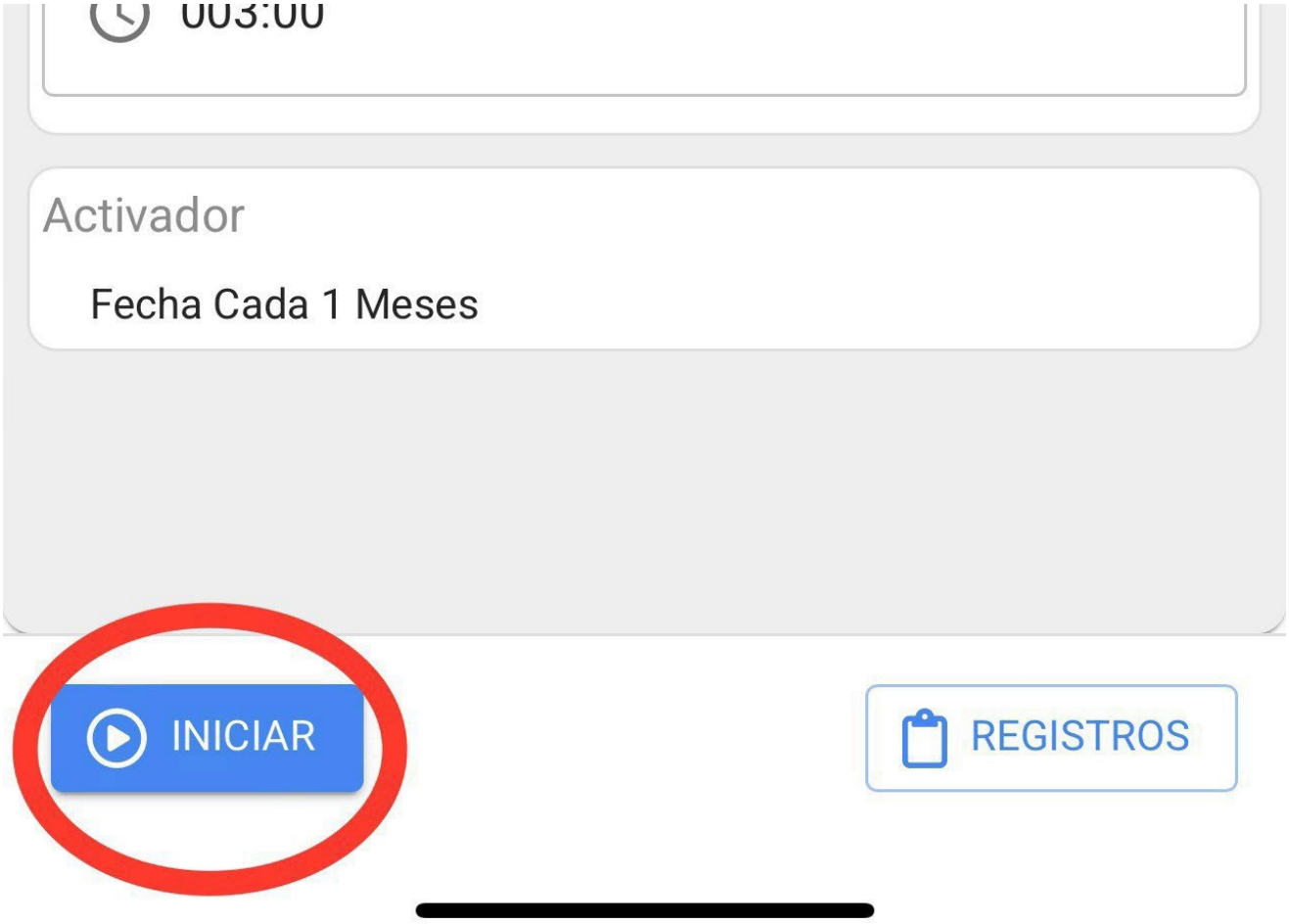
Then, we must click on the arrow button to enter the different options and start our WO task.


Orden de Trabajo
Juan Martinez
2022-05-18/ 02:00
0 %
Duración: 00:00
Costo Total: $ MXN 0.00
Nota
OT-4852-MX
Descargar Offline
Tareas
Total: 1
TERMO NEVULIZADORA { EQ-SAN-003 }
// SANIFOG/ SANIFOG S.A DE C.V./ SUCURSAL MOTERREY/ PRODUCCION/
CAMBIO DE FILTROS
Tipo de tarea: PREVENTIVO
Clasificación 1: TECNICO

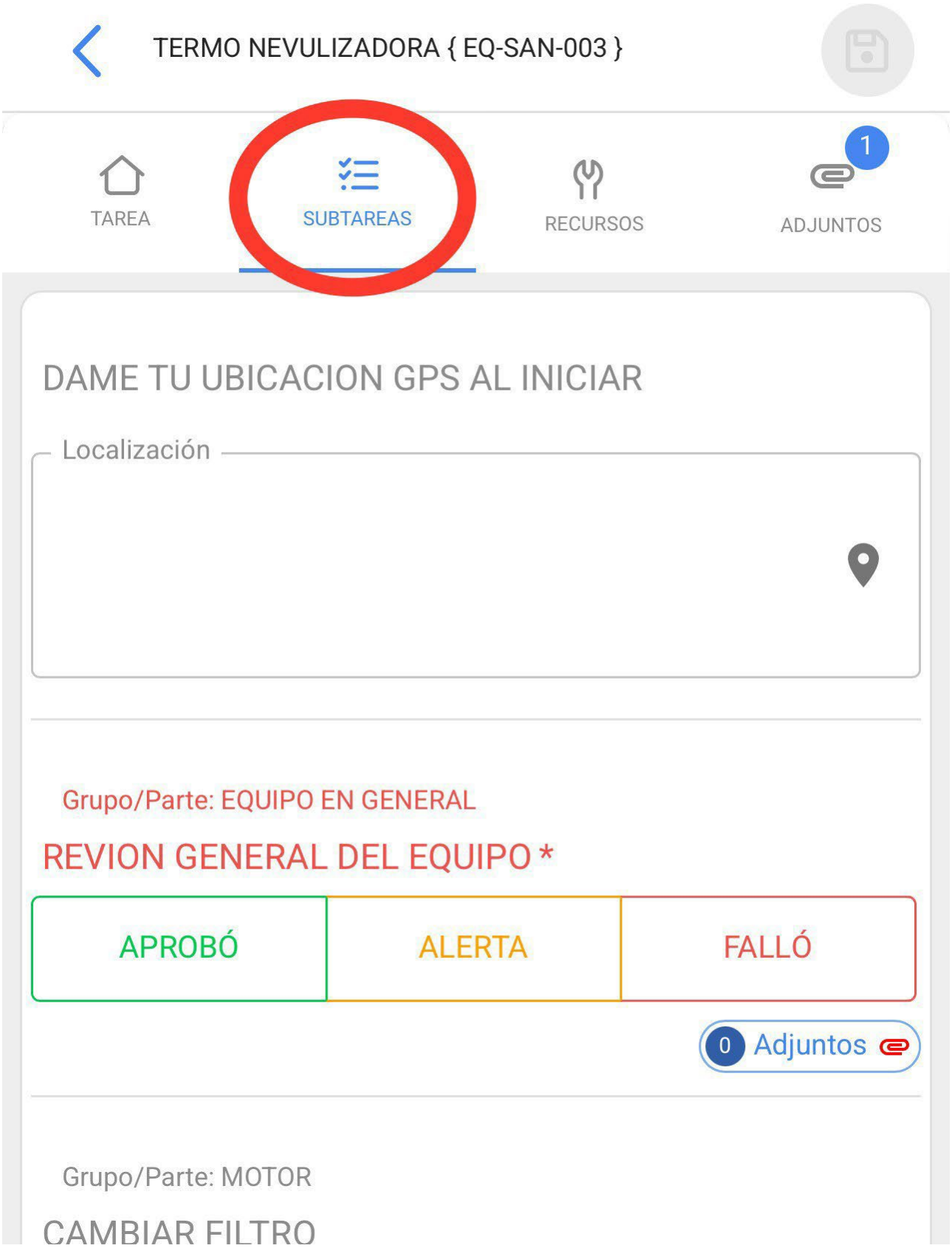


When we enter, we will see the tabs that we will have to complete in our work order. We must click on the start button at the bottom left to start recording the execution time automatically.


TERMO NEVULIZADORA { EQ-SAN-003 }
TAREA
SUBTAREAS
RECURSOS
1
ADJUNTOS
General
CAMBIO DE FILTROS
Tipo de tarea: PREVENTIVO
Fecha Programada: 2022-05-18
Prioridad: Muy Alta
Clasificación 1: TECNICO
Clasificación 2: ---
Nro Solicitud: ---
Tiempo
Duración estimada: 02:00
Fecha inicial:
Fecha Final: ---
Tiempo de Ejecución: 00:00:00
Tiempo estimado de pa... 03:00:00
Tiempo Real de Paro del Activo



In the sub-tasks tab we will find the activity checklist with the different steps we must follow to complete the work order.


TERMO NEVULIZADORA { EQ-SAN-003 }
TAREA
SUBTAREAS
RECURSOS
1
ADJUNTOS
DAME TU UBICACION GPS AL INICIAR
Localización
Grupo/Parte: EQUIPO EN GENERAL
REVION GENERAL DEL EQUIPO *
APROBÓ
ALERTA
FALLÓ
0 Adjuntos
Grupo/Parte: MOTOR
CAMBIAR FILTRO

SI | NO | N/A

Grupo/Parte: EQUIPO EN GENERAL

LIMPIEZA GNL AL EQUIPO

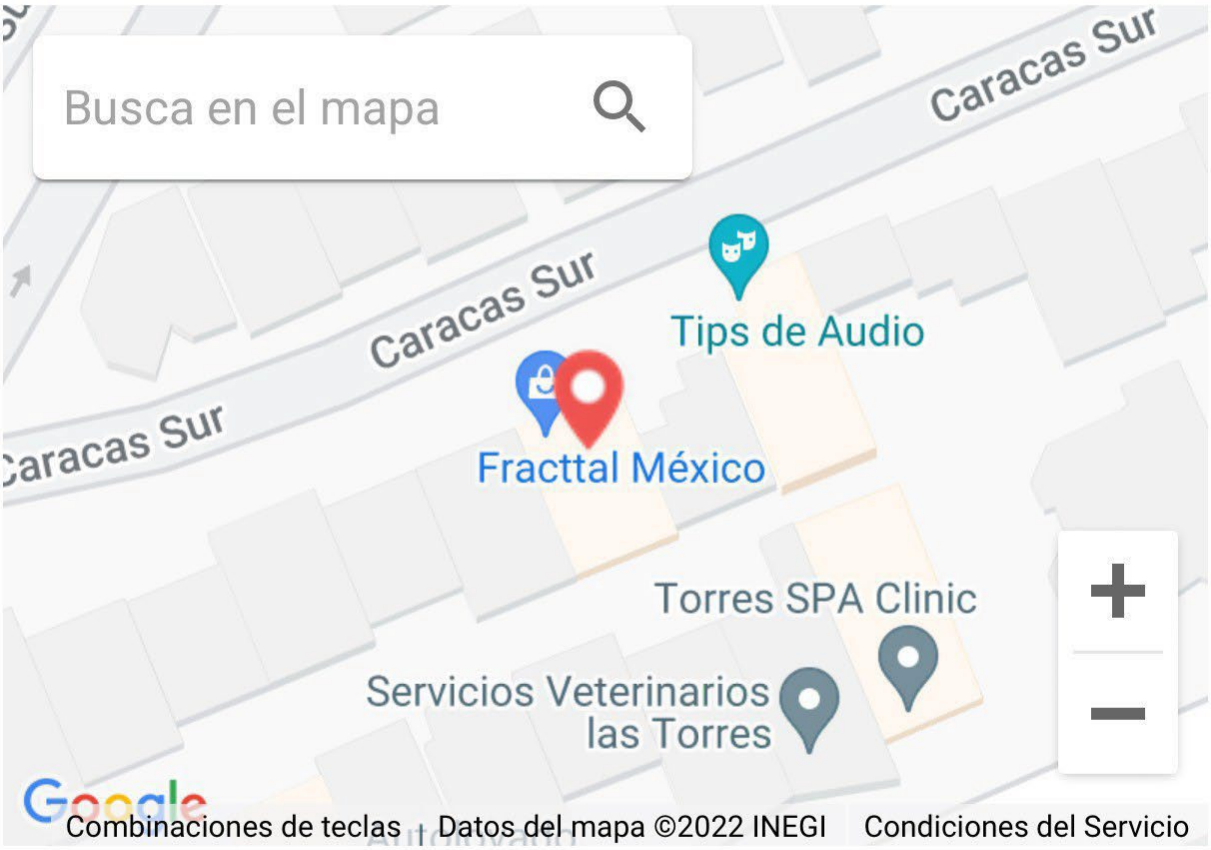
SI | NO | N/A

PARAR | PAUSAR | 00:00:53

TERMO NEVULIZADORA { EQ-SAN-003 }

TAREA | SUBTAREAS | RECURSOS | ADJUNTOS (1)

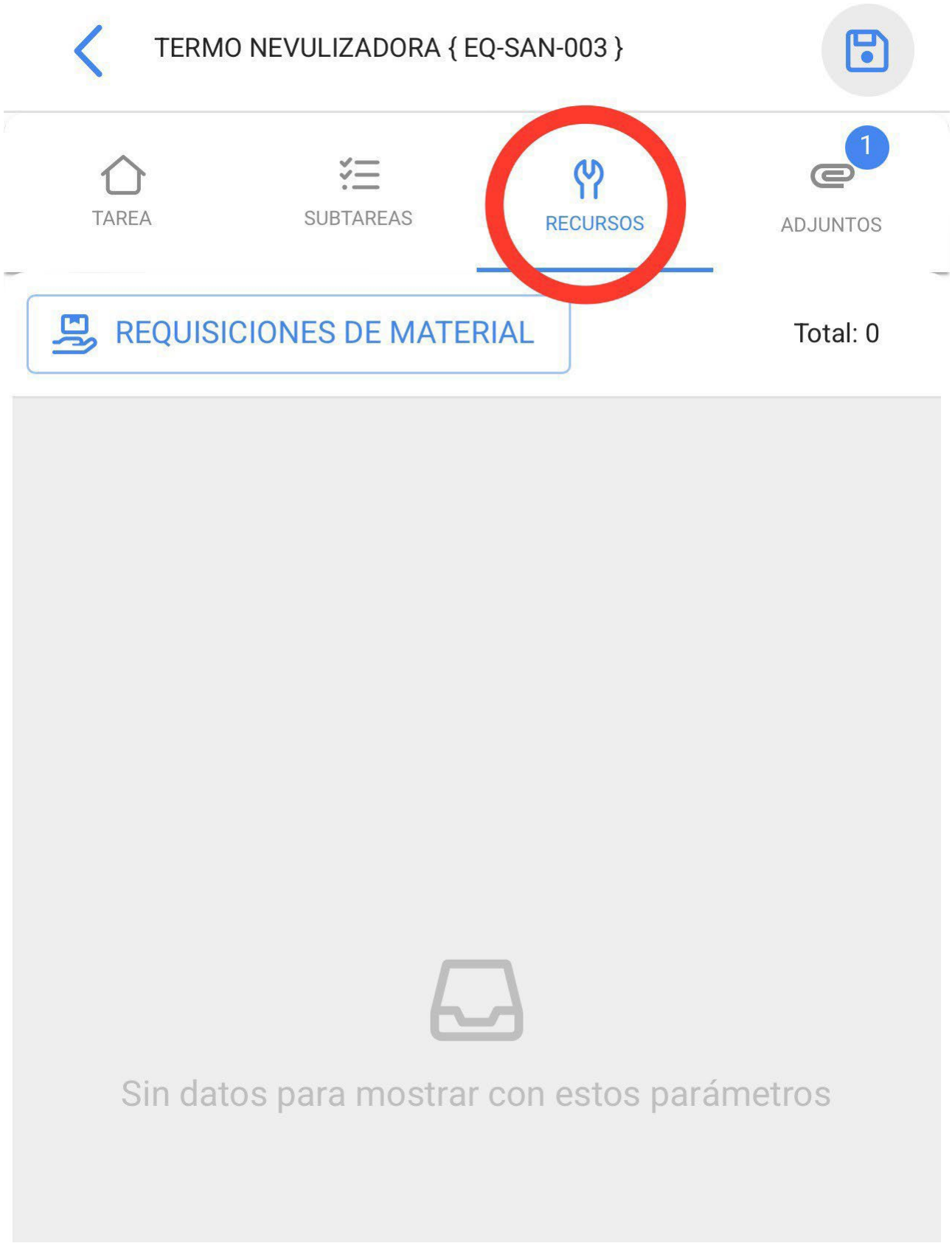
México, CDMX, Mexico

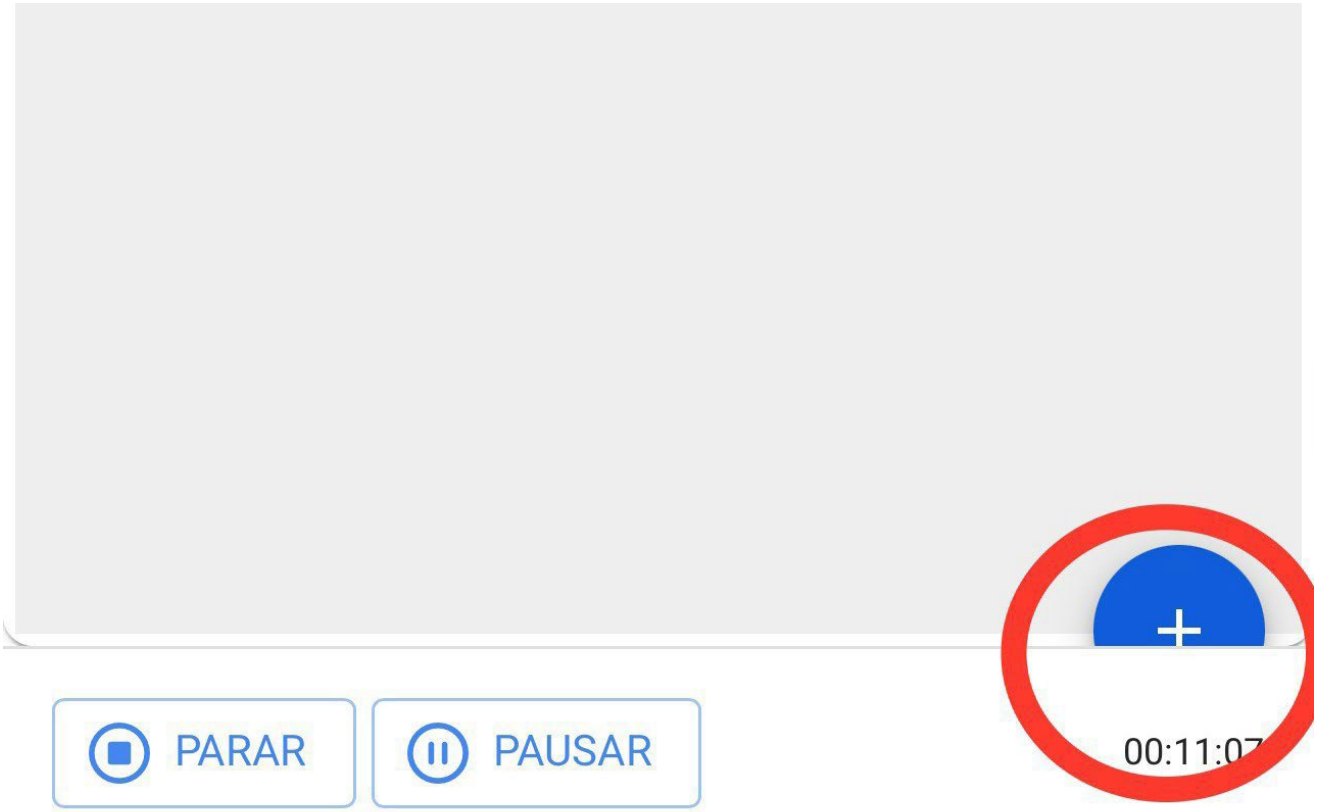


Grupo/Parte: EQUIPO EN GENERAL

REVION GENERAL DEL EQUIPO *

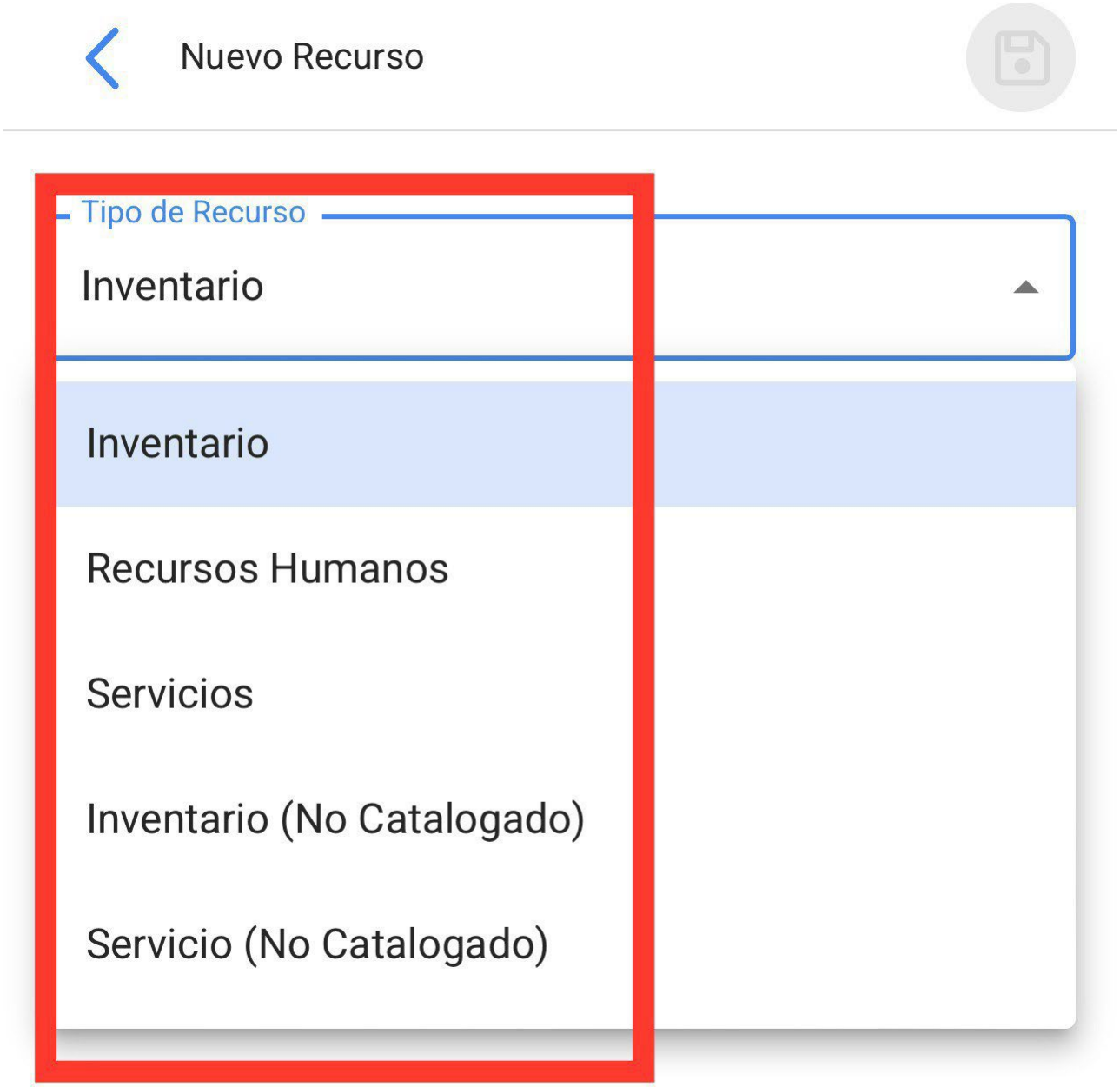
In the resources tab we will be able to add the different types of resources that were used to complete the execution of the work management, to do this, we must click on the plus symbol that is in the lower right part of our device.


TERMO NEVULIZADORA { EQ-SAN-003 }
TAREA
SUBTAREAS
RECURSOS
1
ADJUNTOS
REQUISICIONES DE MATERIAL
Total: 0
Sin datos para mostrar con estos parámetros



Remember that the different types of resources we can add to a work order are as follows:

- **Inventory:** Resources within our warehouses
- **Inhouse personnel: Inhouse** personnel with details of the value of ordinary hours.
- **Services:** Service provided by a third party.
- **Inventory (Unclassified):** Resources that are not recorded in our warehouses.
- **Service (Unlisted):** Services that are not registered with our third parties.


Nuevo Recurso
Tipo de Recurso
Inventario
Inventario
Recursos Humanos
Servicios
Inventario (No Catalogado)
Servicio (No Catalogado)

Also, we will have the attachments tab where we will be able to upload files, photos, notes and evidence links, to do this, we must click on the plus symbol that is at the bottom right.

TERMO NEVULIZADORA { EQ-SAN-003 }
TAREA
SUBTAREAS
1
RECURSOS
2
ADJUNTOS
Total: 2
1633954303.jpg
Descripción: Plan de Tareas
Todo ok
Descripción: SubTareas

When we use the file attachment option, it will show us a button with the phrase "Drag or click to browse", once we click on that option it will show us a menu to select if we want to upload a photo from our gallery, take a photo directly from our Camera or search for a file inside the device.

Tamaño máximo del archivo: 80MB

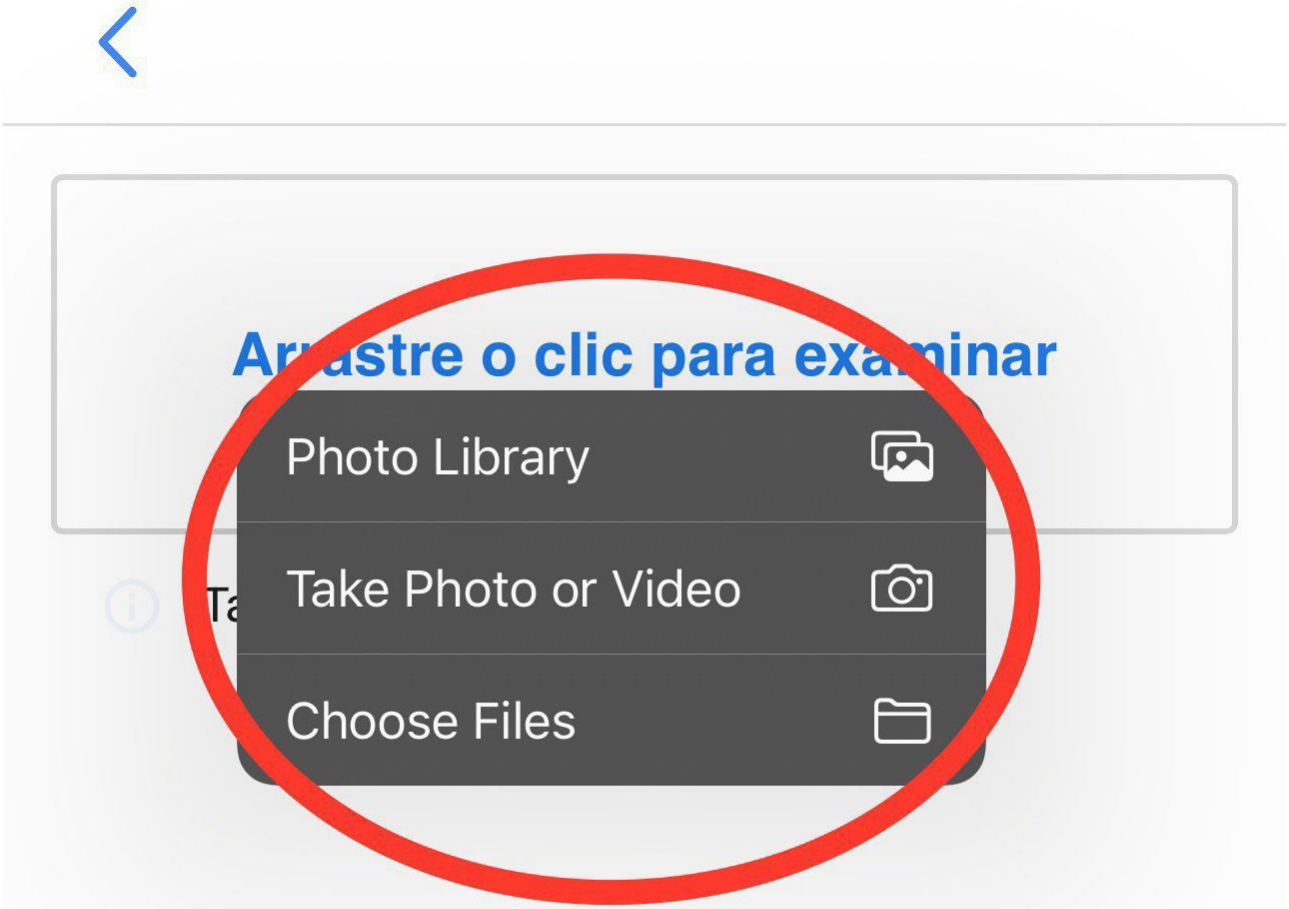
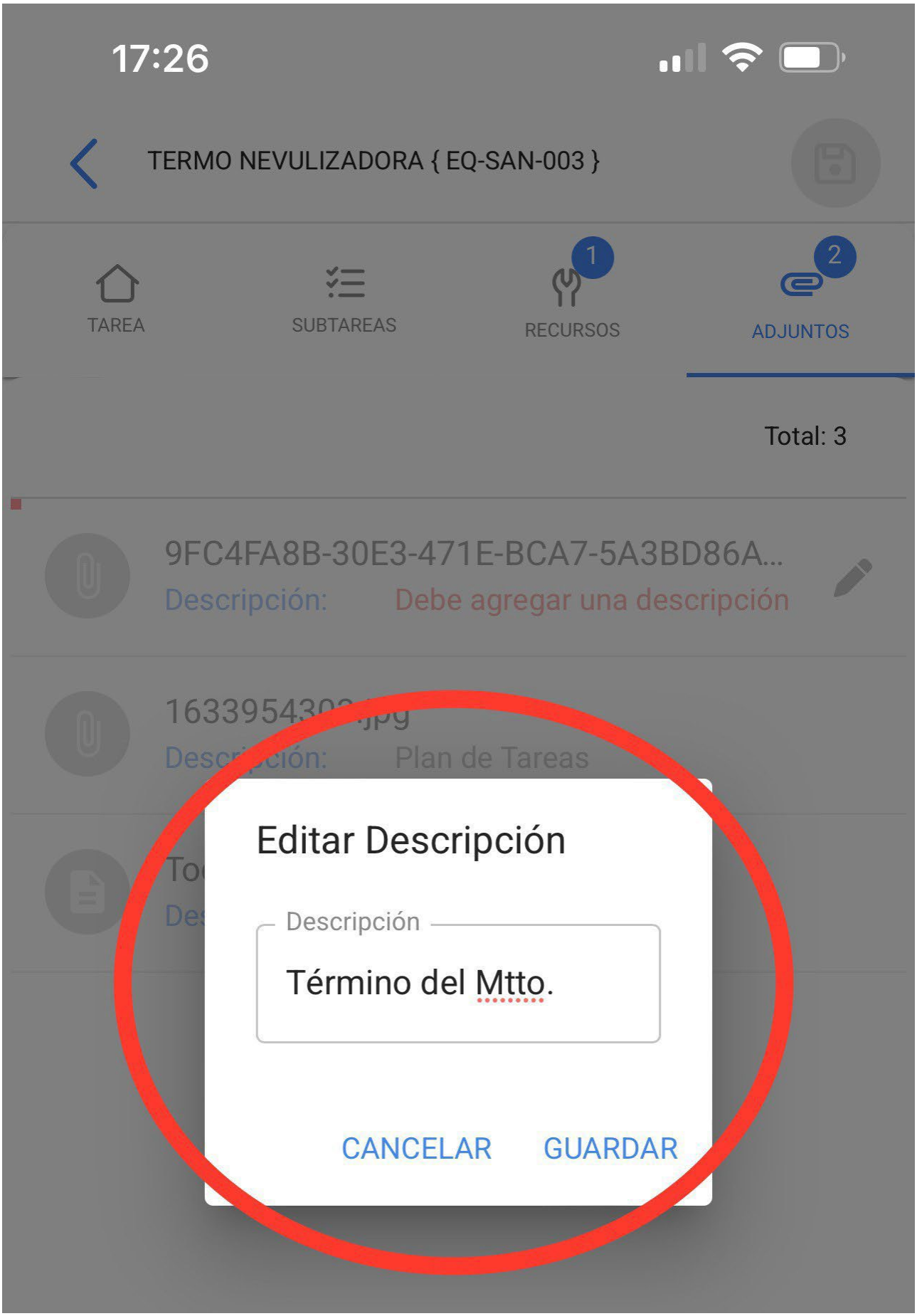


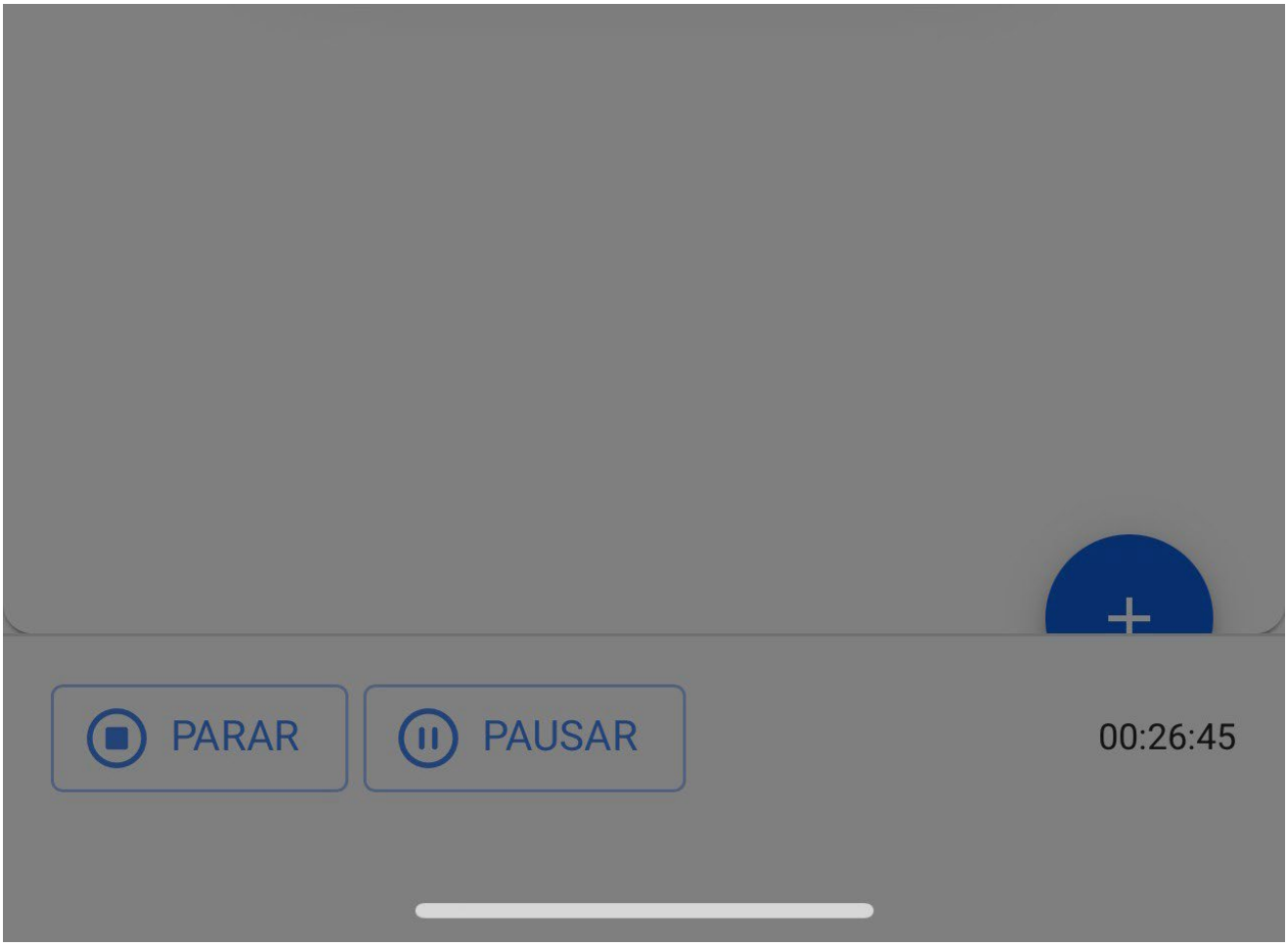
Photo Library
Take Photo or Video
Choose Files

Once our image has been attached, the phrase "You must add a description" will appear together with a pencil icon on the right side, click on it and enter a description to the image just uploaded.

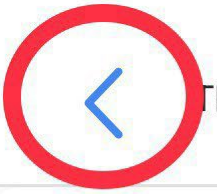
TERMO NEVULIZADORA { EQ-SAN-003 }
TAREA
SUBTAREAS
1
RECURSOS
2
ADJUNTOS
Total: 3
9FC4FA8B-30E3-471E-BCA7-5A3BD86A..
Descripción:
Debe agregar una descripción
1633954303.jpg
Descripción:
Plan de Tareas
Todo ok
Descripción:
SubTareas

PARAR
PAUSAR
00:25:57


17:26
TERMO NEVULIZADORA { EQ-SAN-003 }
TAREA
SUBTAREAS
RECURSOS
ADJUNTOS
Total: 3
9FC4FA8B-30E3-471E-BCA7-5A3BD86A...
Descripción:
Debe agregar una descripción
Plan de Tareas
Editar Descripción
Descripción
Término del Mtto.
CANCELAR
GUARDAR



Once we have completed our work order, we must go to the bottom left to stop our time and we can even notice on the right side that shows the execution time it has taken us to complete this work order, we will click on the arrow at the top left to return us to the beginning of the WO.



TERMO NEVULIZADORA { EQ-SAN-003 }

TAREA | SUBTAREAS | RECURSOS (1) | ADJUNTOS (2)

Total: 3

9FC4FA8B-30E3-471E-BCA7-5A3BD86A...

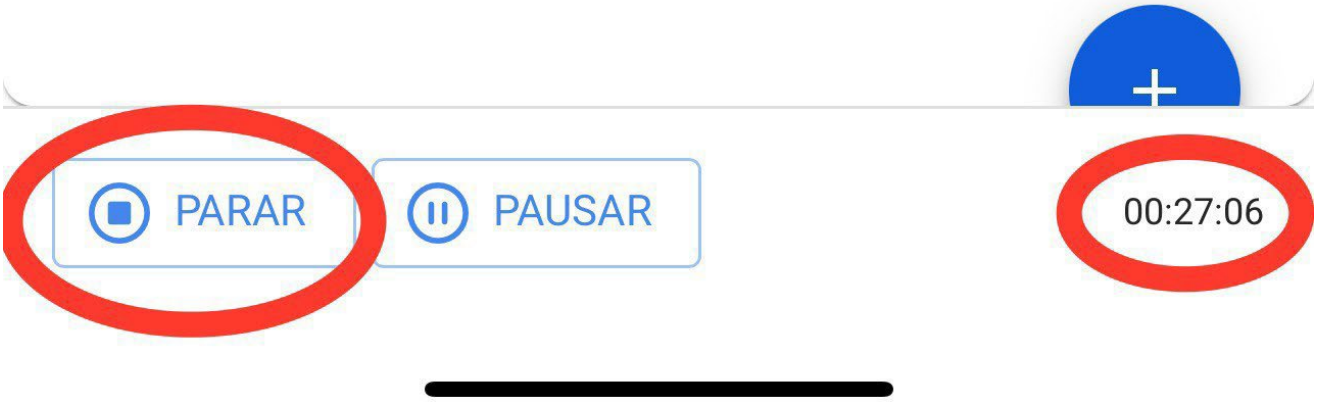
Descripción: Término del Mtto.

1633954303.jpg

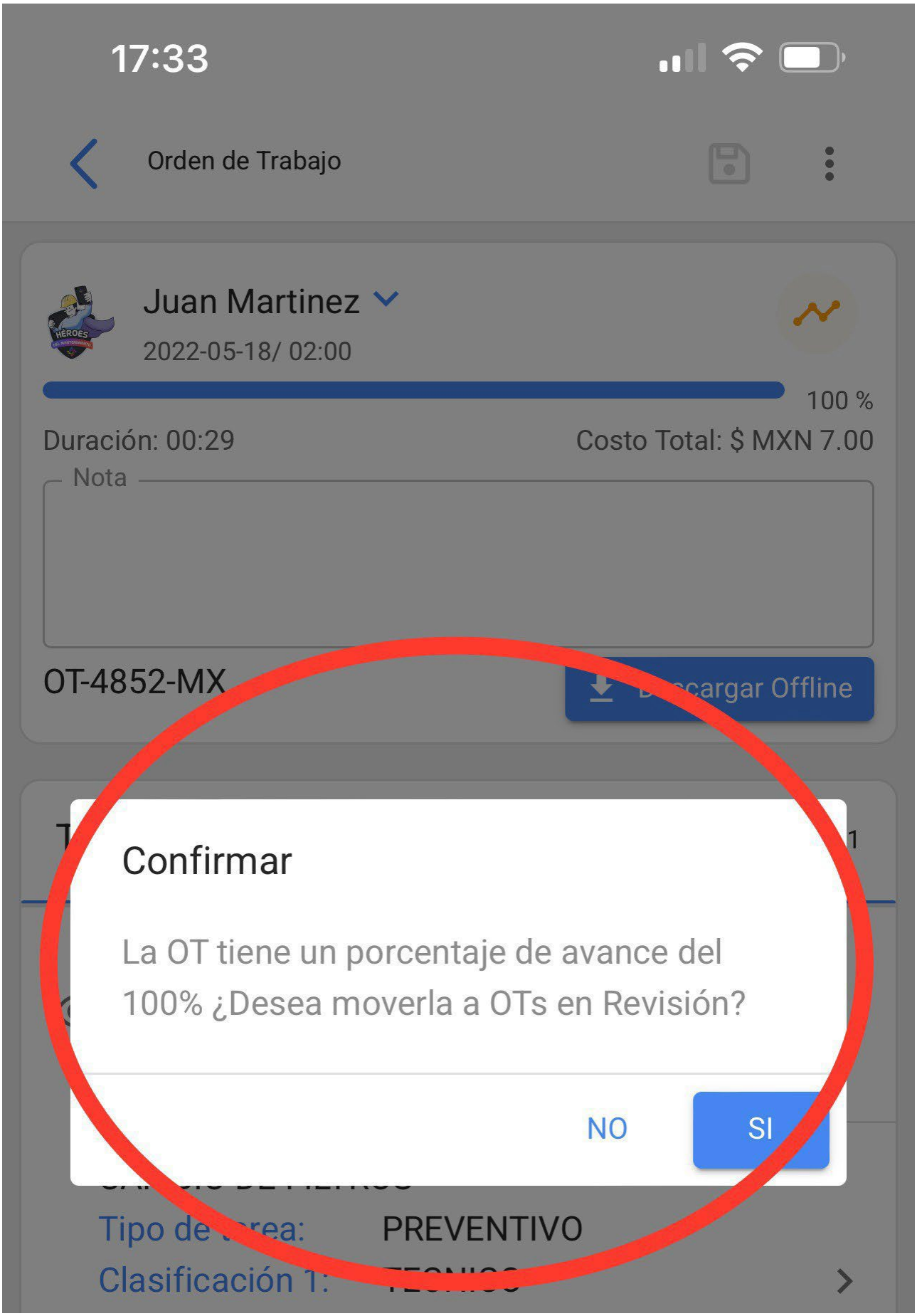
Descripción: Plan de Tareas

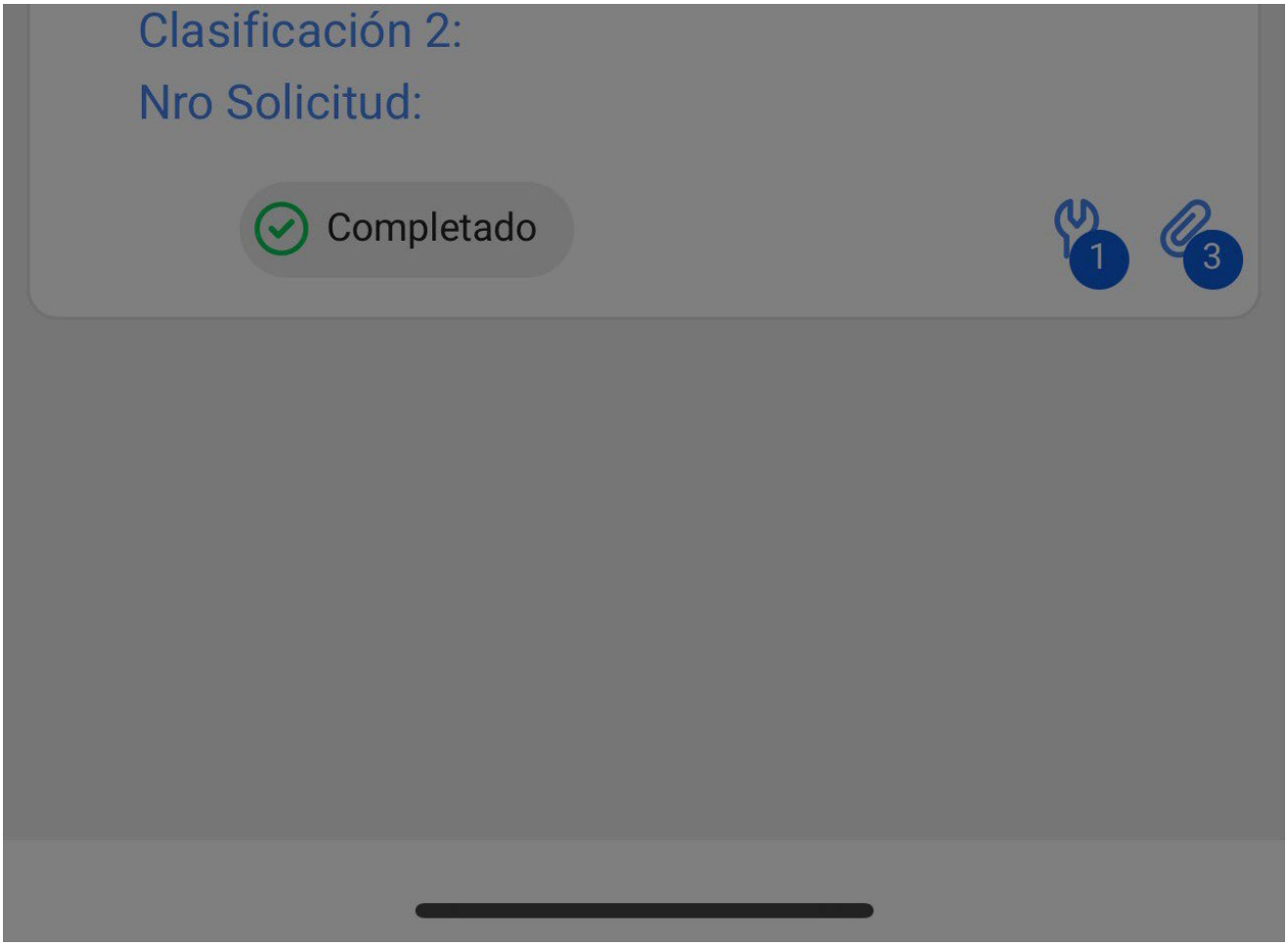
Todo ok

Descripción: SubTareas



Subsequently, the application will display a confirmation message telling us that the WO is 100% complete and will ask us if we wish to send it for review. If we have already completed our WO, we will click on the "YES" option.


17:33
Orden de Trabajo
Juan Martinez
2022-05-18/ 02:00
100 %
Duración: 00:29
Costo Total: $ MXN 7.00
Nota
OT-4852-MX
Descargar Offline
Confirmar
La OT tiene un porcentaje de avance del 100% ¿Desea moverla a OTs en Revisión?
NO
SI
Tipo de tarea:
PREVENTIVO
Clasificación 1:



Then, it will open a window where it will ask for signature, qualification and the signature details of the person who is accepting the work done in the work order.

Detalles de la Firma: OT-4852-MX

LIMPIAR

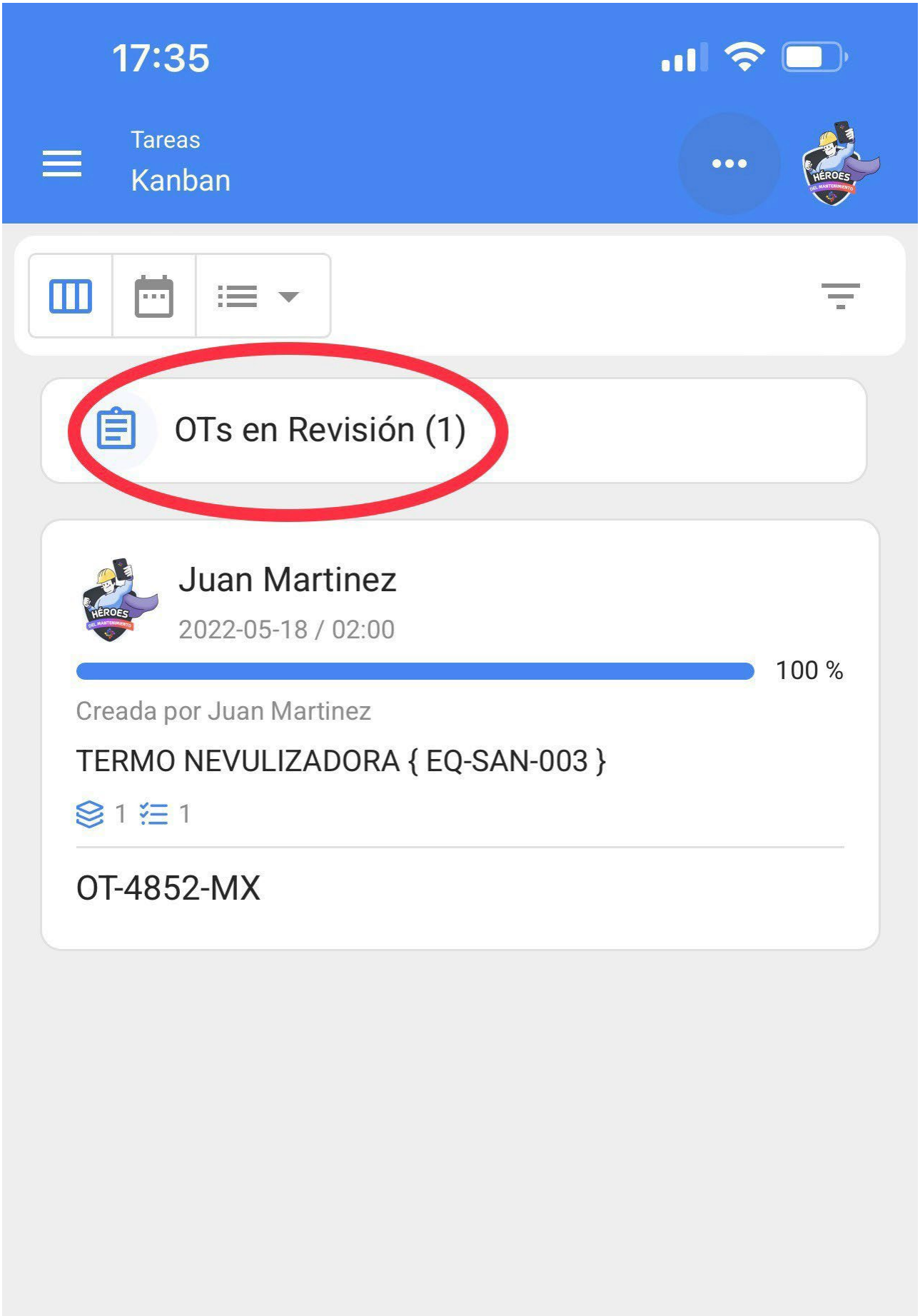
Calificación

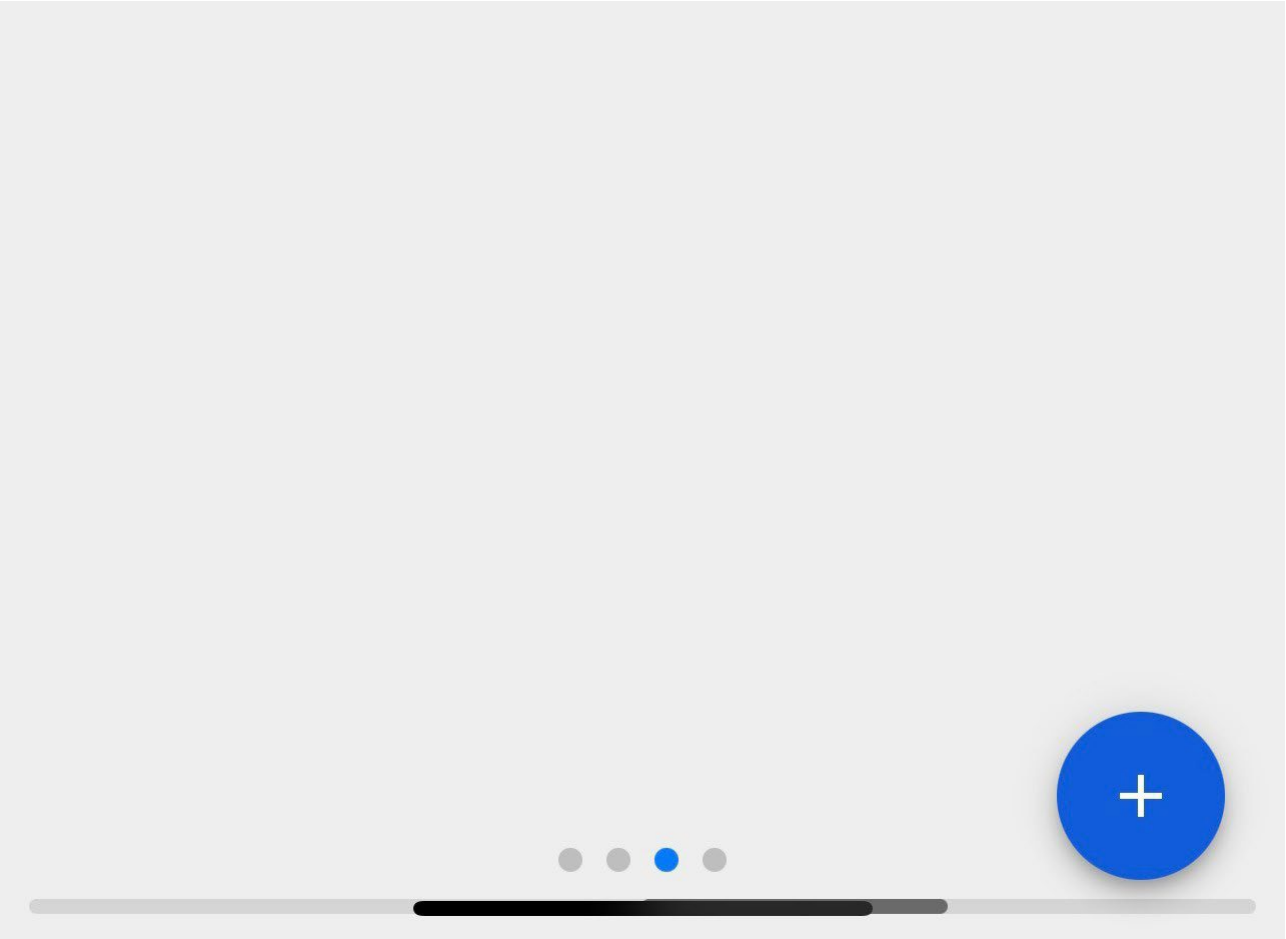
★★★★★

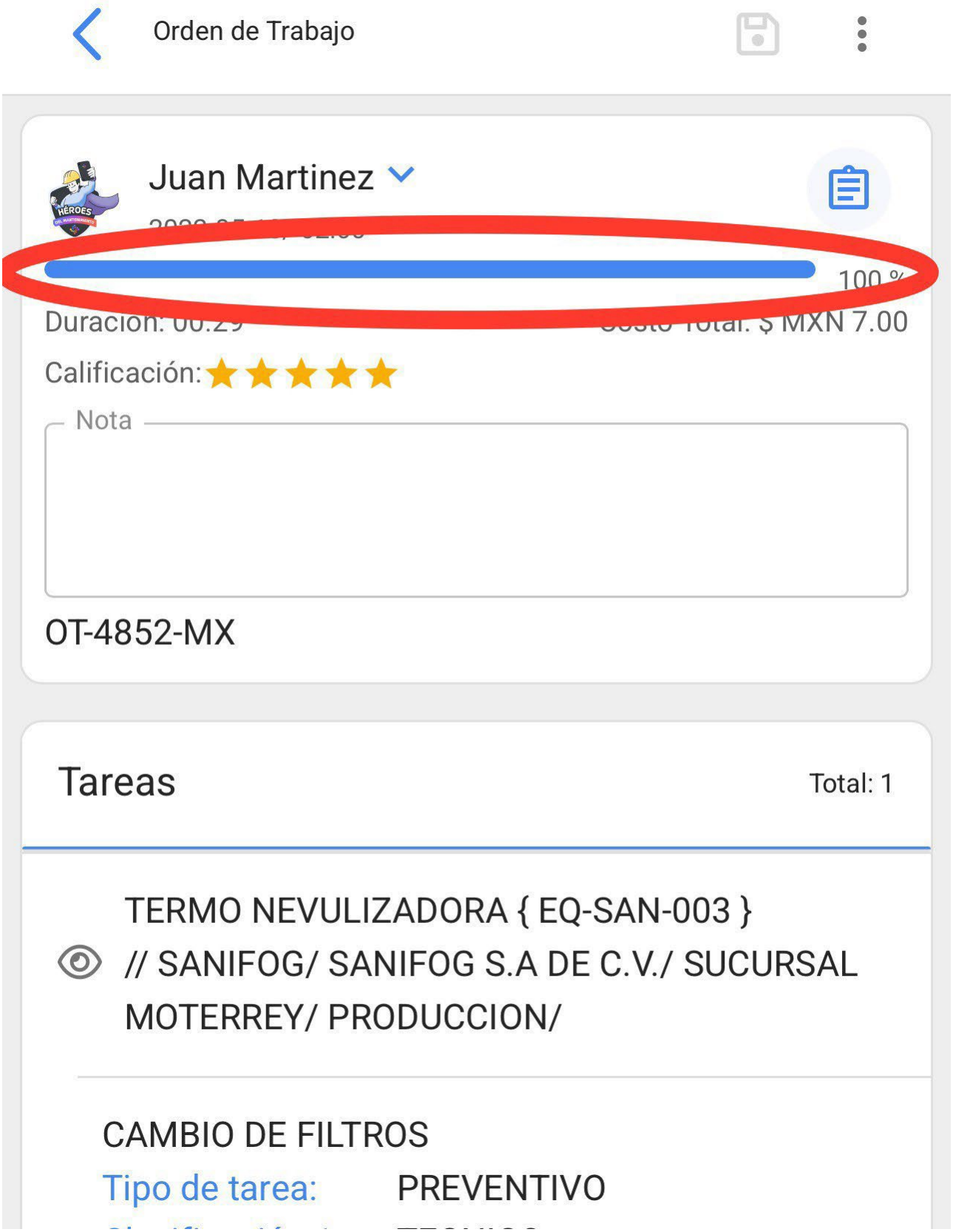
Detalles de la Firma

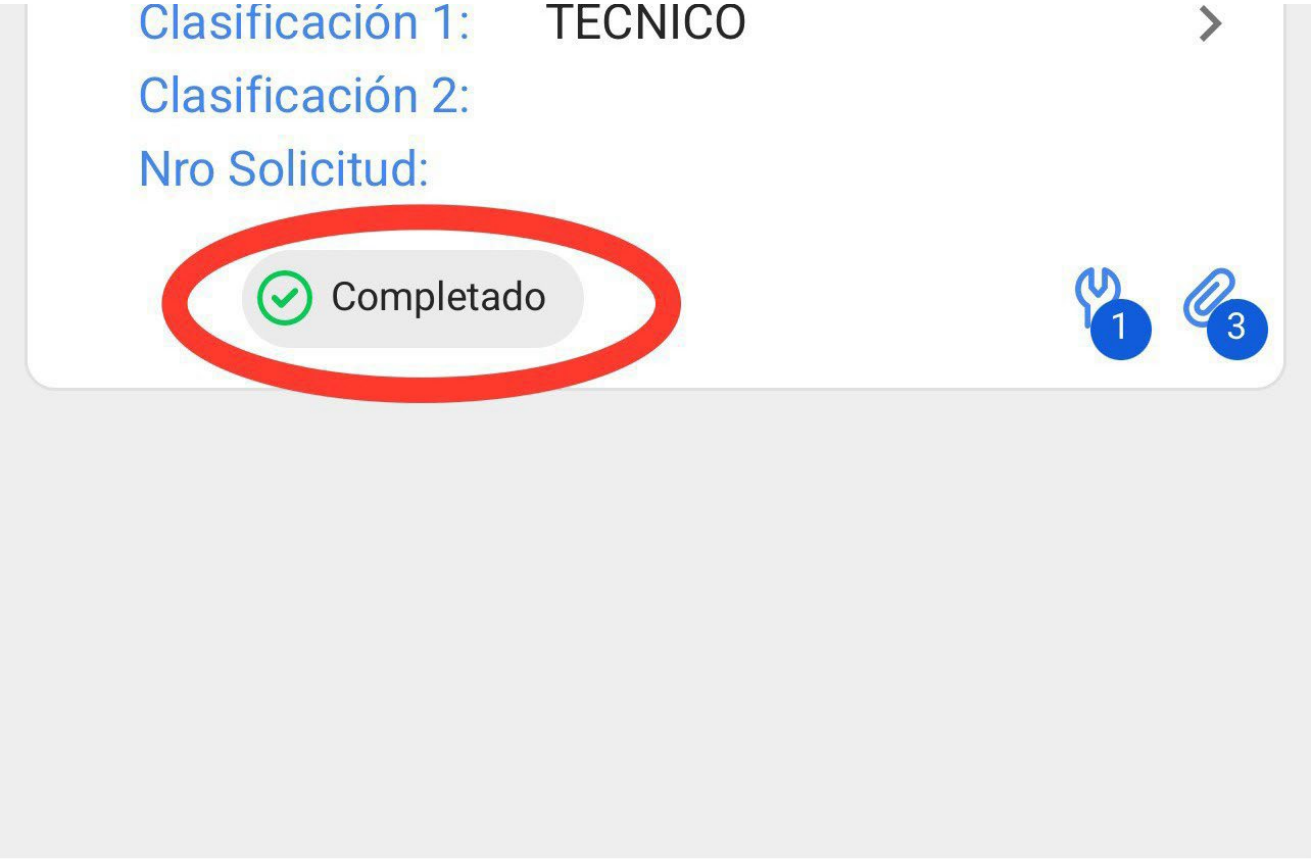
Recibe:Jorge López

The work order will go to WO under review and it will be the turn of a supervisor or an administrator to review that the work order has been properly completed.

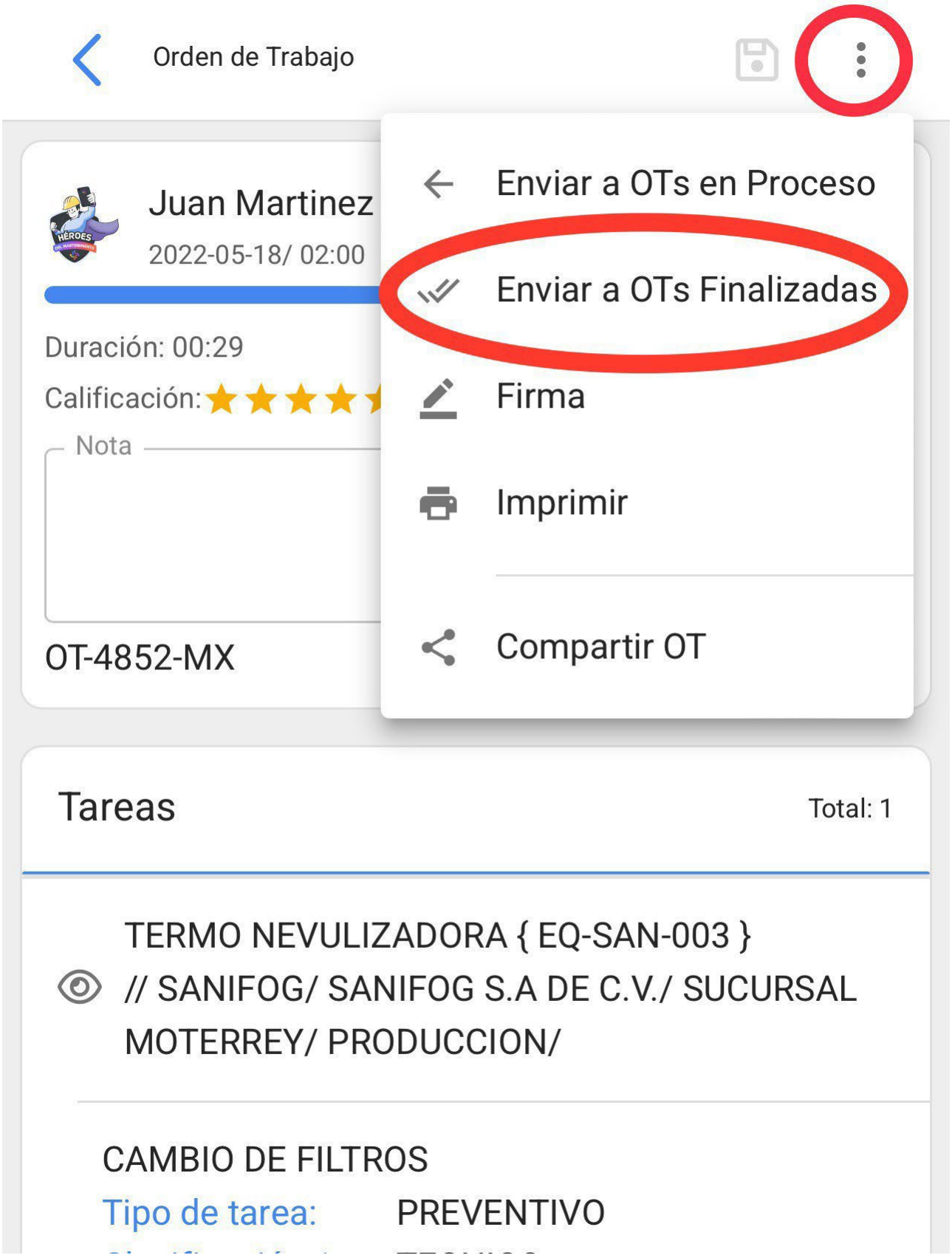

17:35
Tareas
Kanban
OTs en Revisión (1)
Juan Martinez
2022-05-18 / 02:00
100 %
Creada por Juan Martinez
TERMO NEVULIZADORA { EQ-SAN-003 }
1
1
OT-4852-MX

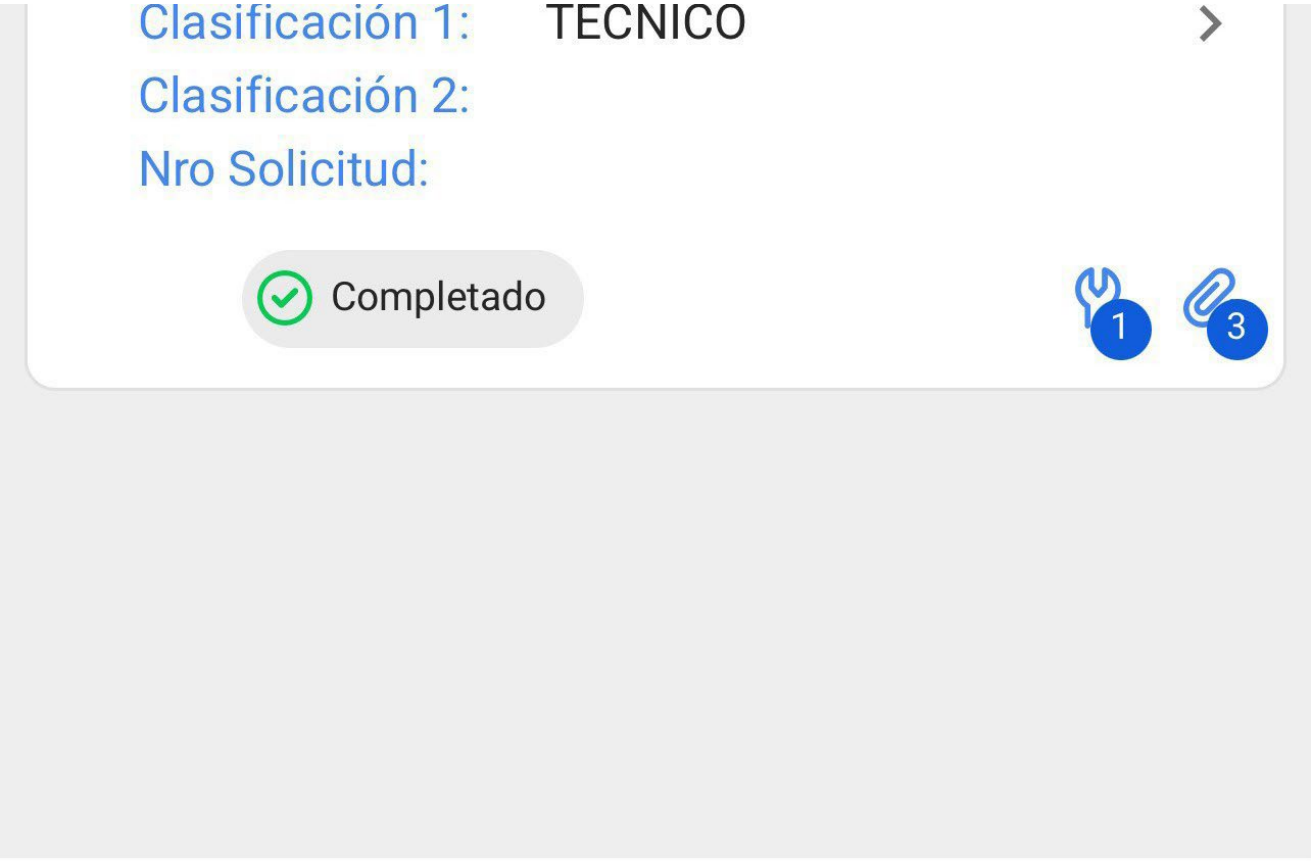



Orden de Trabajo
Juan Martinez
100 %
Duración: 00:29
Costo Total: $ MXN 7.00
Calificación:
Nota
OT-4852-MX
Tareas
Total: 1
TERMO NEVULIZADORA { EQ-SAN-003 } // SANIFOG/ SANIFOG S.A DE C.V./ SUCURSAL MOTERREY/ PRODUCCION/
CAMBIO DE FILTROS
Tipo de tarea: PREVENTIVO

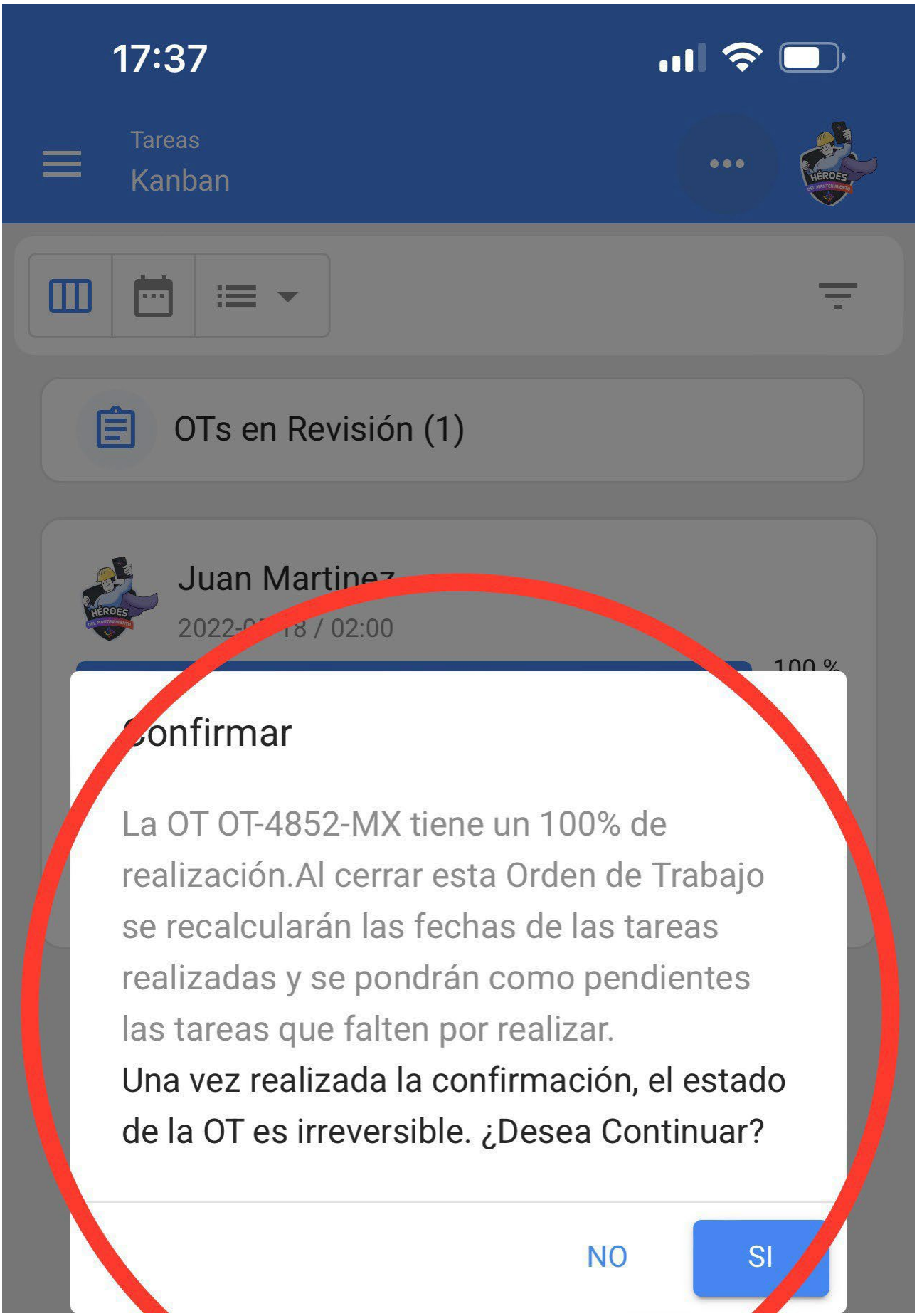
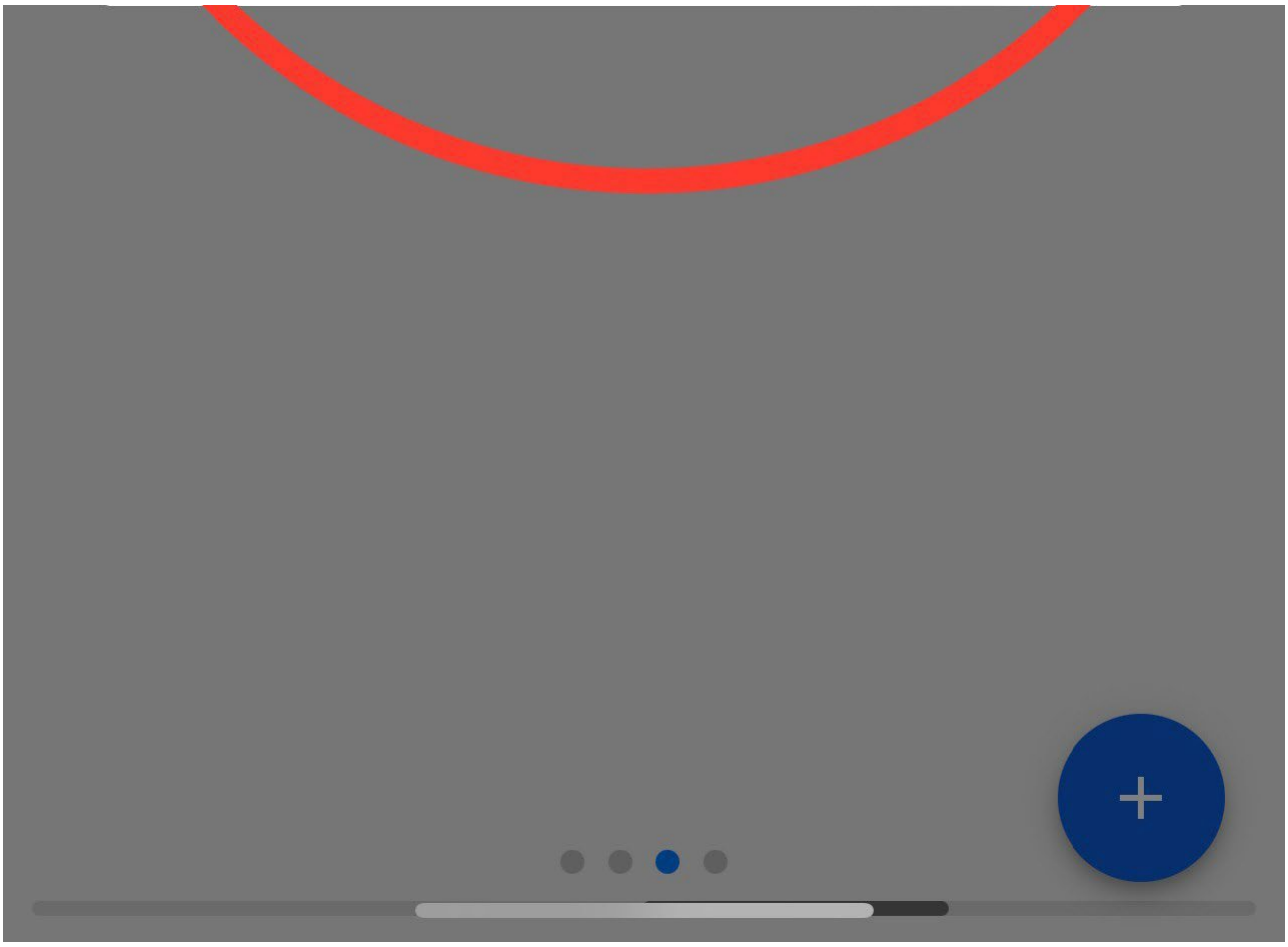


Once the work order has been validated, click on the 3 dots that appear on the top right and in the menu that will appear, click on the option Send to finished WO's.


Orden de Trabajo
Juan Martinez
2022-05-18/ 02:00
Duración: 00:29
Calificación:
Nota
OT-4852-MX
Enviar a OTs en Proceso
Enviar a OTs Finalizadas
Firma
Imprimir
Compartir OT
Tareas
Total: 1
TERMO NEVULIZADORA { EQ-SAN-003 } // SANIFOG/ SANIFOG S.A DE C.V./ SUCURSAL MOTERREY/ PRODUCCION/
CAMBIO DE FILTROS
Tipo de tarea: PREVENTIVO



Finally, it will show a message indicating that the work order has a percentage of 100% and that when closing this work order, the dates of the new work management will be recalculated and the remaining tasks will be put as pending. We will have to confirm with a YES to continue and that the work order becomes finalized.


17:37
Tareas
Kanban
OTs en Revisión (1)
Juan Martinez
100 %
Confirmar
La OT OT-4852-MX tiene un 100% de realización.Al cerrar esta Orden de Trabajo se recalcularán las fechas de las tareas realizadas y se pondrán como pendientes las tareas que falten por realizar.
Una vez realizada la confirmación, el estado de la OT es irreversible. ¿Desea Continuar?
NO
SI