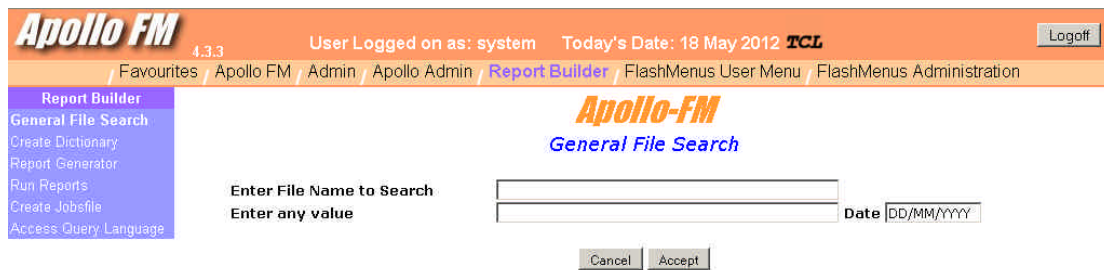


Apollo-FM Version 4.4.3 – New Features

Apollo-FM 4.4.3 is now ready for release. There has been a lot small changes to the look of certain screens etc, but there is a new General File Search feature which has prompted a general release. Below deals with this new feature and a couple of other changes added to the Remote requisitioning / User Enquiry screens.

General File Search.

A new general search has been added that allows you to search any file for text or a date. The opening screen is shown below. It is at the top of the Report Builder Menu.



The screenshot shows the Apollo-FM 4.3.3 interface. The top navigation bar includes the user name 'system', the date '18 May 2012', and the 'TCL' logo. A breadcrumb trail shows the path: Favourites / Apollo FM / Admin / Apollo Admin / Report Builder / FlashMenus User Menu / FlashMenus Administration. The left-hand menu is expanded to show 'General File Search' as the active option. The main content area features the 'Apollo-FM General File Search' title and two input fields. The first field is labeled 'Enter File Name to Search' and the second is labeled 'Enter any value'. To the right of the second field is a 'Date' field with a 'DD/MM/YYYY' placeholder. At the bottom of the form are 'Cancel' and 'Accept' buttons.

As dates are held in internal format it is not possible to type a date in the Enter Any Value box. By entering a date in the Date box it is converted before the search is run.

In the screen shot below I am searching for the word valve in the asset HISTORY file.



This screenshot shows the same 'General File Search' screen as above, but with search criteria entered. The 'Enter File Name to Search' field now contains the text 'history' and the 'Enter any value' field contains the text 'valve'. The 'Date' field remains empty with the 'DD/MM/YYYY' placeholder. The 'Cancel' and 'Accept' buttons are still present at the bottom of the form.

Once I have typed in the filename and the text I wish to search for I can then Press the ACCEPT button to action the search. Pressing the Cancel button Exits the screen. The results of the search are shown below the search screen.

- Report Builder
- General File Search
- Create Dictionary
- Report Generator
- Run Reports
- Create Jobsfile
- Access Query Language

Apollo-FM
General File Search

Enter File Name to Search
 Enter any value
 Date

089792*04 19D4 028161 0M L 0 0 L0 000024735 19D4 N 12807 / C4 3 45 04 P 12810 B 12804 3 004914 12807 04 089792 12807 7200 0 7200 NO. 3 WASHER - DISINFECTOR - REPLACE STEAM SOLENOID VALVE D

015026*10 00N7 000003 0E u 299.3833 299.3833 01 00000000 11068 // 01 100 260 0 N 10 P 11074 P 11068 100 H 2 11068 10 0 0 015026 11068 0 0 service mixing valve 0 05 P

015014*01 006S 100013 0E D 460 460 0A 99999999999999 14564 / 01 25 65 01 P 14567 P 25 K 2 14564 01 015014 14564 0 BATTLE LAUNDRY. (WASHING MACHINE No W6.) CONTROL PANELS. CARRY OUT 6 WEEKLY ELECTRICAL P.P.M. (DETAILS AS ADVICE NOTE 0370) CHECK ISOLATORS/CHECK STARTERS/CHECK RELAYS/CHECK TERMINATIONS. CHECK EXTERNAL PANEL CONTROLS/CHECK TIMER PANEL. CHECK TRANSFORMERS/CHECK SOLENOID VALVES/CHECK PRESSURE SWITCHES. Note. COMPLETE MAINTENANCE REPORT. Maintenance Report) AC1ACAC1

029391*G4 2GXH 027247 0P B 540 540 AO 3336021 C57168 SERVICE MIXING VALVES 9374 / 03 03 267 267 0 0 4693.86 0 G4 P 9380 B 9374 534 L 26060 21417 C C G4 029391

000999*C1 0034 014977 0F D 53.3824 1500 0A 99999999999999 11517 / 001 GF 1500 3750 0 C1 P 11519 P 10143 1500 B 02 11517 C1 21600 75600 N 000999 11517 3298200 1500 3299700 WHITLEY WARD (HAIGH SLUICEMASTER) CARRY OUT 3 WEEKLY MECHANICAL P.P.M. AS (ADVICE NOTE 0498) CLEAN SCALE FROM LID SPRAY / CHECK LID INTERLOCKS. CHECK HOSE FROM HOPPER TO VENT VALVE. CHECK BLADE AND CLEAN LID SEATING.RUN MACHINE THROUGH CYCLE. CHECK NO WATER INDICATOR CYCLE. REPORT ANY DEFECTS TO RUPERVISOR. 0 04 P

089650*04 00DP 032467 0M A 73 73 AD 000024710 N 12807 / C4 0 0 04 P 12810 P 0 C 010855 12807 04 089650 12807 0 ** TO BE CARRIED OUT ON SAME DAY AS A BLOCK FIRE ALARMS ** INFORM SWITCHBOARD TEST IS BEING CARRIED OUT. BEFORE COMMENCING, REMOVE CAP ON OUTLET AND FIT HOSE. OPEN TEST VALVE FULLY, ALLOW GONG TO SOUND FOR 30 SECONDS. CLOSE TEST VALVE AND SECURE. OPEN DRAIN VALVE ON 'U' BEND AND DRAIN FULLY. CLOSE DRAIN VALVE, REMOVE HOSE AND REPLACE CAP AFTER TEST. FILL IN LOG SHEET. HELD UNDER M0800. P

KR2488*G4 027251 0E B 0 0 AO 3336041 KR2488 FIT NEW DUMP VALVE TO W/MACHIN 9212 / 03 03 225 158 0 0 3366.57 0 G4 P 9380 U 9212 383 19943 21603 19943 C C G4 KR2488

014918*01 006S 100013 0E D 460 460 0A 99999999999999 14430 / 01 137 356.2 01 P 14434 P 137 K 2 14430 01 014918 14430 0 BATTLE LAUNDRY. (WASHING MACHINE No W6.) CONTROL PANELS. CARRY OUT 6 WEEKLY ELECTRICAL P.P.M. (DETAILS AS ADVICE NOTE 0370) CHECK ISOLATORS/CHECK STARTERS/CHECK RELAYS/CHECK TERMINATIONS. CHECK EXTERNAL PANEL CONTROLS/CHECK TIMER PANEL. CHECK TRANSFORMERS/CHECK SOLENOID

The system displays the Record ID in Bold, and all the data in the record follows it. It cannot format the data as it is a general search and the contents of each file is different, but it is possible to copy and paste the Record ID into the appropriate input box within Apollo-FM, using CTRL and C for copy and CTRL and V for paste. The file name remains in the File Name Box to allow you to try another search. You can literally search any file in Apollo-FM this way.

- Report Builder
- General File Search
- Create Dictionary
- Report Generator
- Run Reports
- Create Jobsfile
- Access Query Language

Apollo-FM
General File Search

Enter File Name to Search
 Enter any value
 Date

2 ALAN DEAN 01 T 3700 12540 0 0E 01 99 2900 800 Premier My Documents
999999 Alan Dean 01 T 3700 12540 0 0E 01 3700 Premier My Documents
698519 Alan Dean 01 T 3700 12540 0 0E P1 3700 Premier My Documents
697185 Alan Dean 01 T 3700 12540 0 0E M3 3700 Premier My Documents

Here is a search on the STAFF file for the text ALAN. One thing the search cannot do is find data that is relational to the file. For example if you search for an electrician in the History file it will probably not find it. All that is held in the History file is the Code for electrician, so you may need to search the TRADE.CODES file for electrician to get the code before searching the History file.

Work Request Screen

A new ROOM field has been added to assist the helpdesk find the location of a task. This field is mandatory. The system will record the data entered in the room box and display it along with the location text in the job description when picked up by the helpdesk operative, as shown below.

The screenshot shows the 'Work Request' form. At the top, it features the NHS logo for 'The Shrewsbury & Telford Hospital' and the 'Apollo-FM' logo. Below the logos, there is a prompt: 'Fill in one or more of the boxes below to create a work request' and a 'Create Job' button. The form contains several input fields: 'Date' (18/05/2012), 'Requested By' (with a 'Name or Email address' link), 'Asset Id', 'Site' (a dropdown menu), 'Location', 'Room' (with a tooltip that says 'Enter the Room name or number of the department where the job is'), and 'Telephone'. A large text area for 'Job Description' is at the bottom.

The screenshot shows the 'HelpDesk' form. It includes fields for 'Call No.' (2M8N), 'Telephone' (7654), 'Location' (a dropdown menu), 'Contact' (Alan Dean), 'Task' (User Friendly List), and 'Requisition' (2M8N). The 'Job Description' field contains the text: 'Tap leaking onto floor Ward 7 Sluice'. Other fields include 'Priority', 'Asset Id' (000000), 'Category', 'Job Type', 'Estimated Time' (0), and 'Trade'. At the bottom, there are buttons for 'Submit', 'Cancel', 'Reserve Job', 'Additional Info', and 'Preserve'. An arrow points from the 'Room' field in the 'Work Request' form to the 'Location' dropdown in the 'HelpDesk' form.


This should help find the correct location in the future.

Defect Jobs Cancellation.


The screenshot shows the 'CANCEL DEFECT JOBS' form. It includes fields for 'Job Number' (2m8n), 'Status' (0), 'Cancellation Date' (18/05/2012), 'Reason For Cancellation' (This job has been reported twice see 2M85), and 'Cancel Job Y/N?' (Y). There are 'Cancel' and 'Accept' buttons at the bottom.

When you cancel a defect job you add reason for that cancellation. The system now adds this text to job description box in the

User enquiry screen, so that when your customers look up the progress of that job it gives them the reason why the job was cancelled.

The Shrewsbury & Telford  Hospital
NHS Trust

Remote Enquiry Results



Telephone Number
 Date From > To > Site Location

| Job Number | Description | Requested By | Date Requested | Date Completed | Priority | Job Status |
|------------|---|--------------|----------------|----------------|---------------|--------------|
| 2M8N | Tap leaking onto floor Ward 7 Sluice REASON FOR CANCELLATION This job has been reported twice see 2M85 | Alan Dean | 18/05/2012 | | | Cancelled |
| 2M8M | test ward 7 duty room REASON FOR CANCELLATION duplicate request | alan dean | 16/05/2012 | | | Cancelled |
| 2M8J | demonstration job | A.R.DEAN | 04/05/2012 | | When Possible | Job Reported |
| 2M8K | demonstrate job | A.R.DEAN | 04/05/2012 | | When Possible | Job Reported |
| 2M8D | test | ALAN DEAN | 01/05/2012 | | Within 1 Week | Work Timed |

You can see that the words Reason for cancellation have been added in upper case with the reason that was typed in above.

There has been many small changes such as the ability to amend the job description through the planning board, which are too numerous to mention, but they have all been included in this new release.