How to Open an Event History record

The Event History screen is used to view events for the specific site and does not allow editing or creating of record.

- · Via Menu panel:
 - 1. On the Menu panel under Reports, click the **Events menu**. This will open the Events screen.
 - Search for the event history, select and then click Open Selected toolbar button. This will open the Event History Screen containing the Event Details, Site Info and Device Info.

Events										×
Events										
🗋 Open	Selected	Export • 🔲 Colum	ns • 🔠 View • 🎲 Eve	nt Automation				3,897 reco	r <mark>ds (</mark> 1 sele	ected)
Q Dat	e '	Between	v 🔤 and	Add	l Filter					
Date	2	Туре	Level	Consumption Site ID	Device ID	Device Type	Device Serial Number	Device Owners	hip	
✓ 1/11	1/2016	Device Installed	Consumption Site	2339	6300	Regulator		Customer Own	ed	1
1/11	/2016	Device Installed	Consumption Site	2339	6301	Regulator		Customer Own	ed	

• Via Consumption Sites screen:

- 1. Open the Consumption Sites record .
- 2. Navigate to Events tab. Select the event you want to view, and then click the **Open button**. This will open the Event History Screen containing the Event Details, Site Info and Device Info.

Site	Detail	Devices	Associated	Sites	Appliances	Order	Deliveries	Events	Work Orders(0)	Attachment	Audit Log	
D 0	oen X	Remove	Export • 🗄	View 🔻	Filter (F3)							スメ
Date	_	Detail Devices Associated sites Appliances Order Device is voirk Orders(o) Associated sites Appliances 57 m X Remove Export • BV View • Filter (F3) 57 Type Description User ID Serial No. ▲ 016 Device Installed OFFICE										
1/11/	2016	Device Insta	lled	Device	Installed					OFFICE		
1/11/	2016	Device Insta	lled	Device	Installed					OFFICE		

The Event History screen opened using these two methods is for viewing only, and does not allow editing or creating of record.

• Via Menu panel:

- 1. On the Menu panel, click the Events menu. This will open the Events screen.
- 2. Search for the event history, select it, and then click the Open toolbar button.

C	pen Event Automatio	n Refresh Export - Close						
8	B Layout Q Filte	r Records (F3) 3 records (1	selected)					
	Date	Туре	Level	Consumption Site ID	Device ID	Device Type	Device Serial Number	Device Ownership
	04/15/2016	Device Repair Note	Device	7	17	Tank	1055767	Company Owned
V	04/22/2016	Device Installed	Consumption Site	7	2743	Tank	Tank1234	Company Owned
	04/22/2016	Consumption Site Gas Checked	Consumption Site	6				

• Via Consumption Sites screen:

- 1. Open the Consumption Sites record .
- 2. Navigate to Event History tab. Select the event you want to view, and then click the Open button.

Site Detail	Devices Associated Sites	Appliances Call Entry Delivery History	Event History Work Ord	ers Attachment (0)	Audit Log (10)
Q Open	K Remove 🔠 Layout 🛛 🔍	Filter Records (F3)			
Date	Туре	Description		User ID	Serial No.
04/22/2016	Consumption Site Gas Checked	Consumption Site Gas Checked		irelyadmin	

The Event History screen opened using these two methods is for viewing only, and does not allow editing or creating of record.

• Via Menu panel:

- 1. On the Menu panel, double click the Events menu. This will open the Events screen.
- 2. Search for the event history, select it, and then click the **Open toolbar button**.

Events							
Open Refresh Export	• Close						
🗄 Layout 🔍 Filter	Records (F3) 26 records (1 selected)						
Date 🕶	Туре	Level	Consumption Site ID	Device ID	Device Type	Device Serial Number	Device Ownership
02/08/2016	Device Transferred to Another Consumption Site	Device	6	19	Tank	1057438	Company Owned
02/08/2016	Device Transferred to Another Consumption Site	Device	6	19	Tank	1057438	Lease to Own
02/08/2016	Device Sold	Device	9	19	Tank	1057438	Company Owned
02/08/2016	Device At Customer to be Picked up and Transferred	Device	7	19	Tank	1057438	Lease
02/08/2016	Davice Rick up and Transfer Cancelled	Davice	7	10	Tank	1057428	Learne to Own

• Via Consumption Sites screen:

1 Open the Consumption Sites record .

2. Navigate to Event History tab. Select the event you want to view, and then click the Open button.

Site	Detail	Devices	Associat	ed Sites	Appliances	Call Entry	Delivery History	Event History	Work Orders	Audit Log (41)	
Q, 0	pen >	K Remove		Q,	Filter Record	ls (F3)					
Date		Туре		Descript	ion			U	ser ID	Serial No.	
02/08	/2016	Consumpti	on Site	Consun	nption Site Rea	ssigned		ir	relyadmin		
02/08	/2016	Consumpti	on Site	Consun	nption Site Dea	ctivated		ir	relyadmin		
02/08	/2016	Device Pick	up and	Device	Pick up and Tra	insfer Cancel	led	ir	relyadmin	1057438	
02/08	/2016	Device At C	ustome	Device	At Customer to	be Picked up	and Transferred	ir	relyadmin	1057438	

• Via Menu panel:

- 1. On the Menu panel, double click the Events menu. This will open the Events screen.
 - 2. Search for the event history, select it, and then click the View toolbar button.

Ev	ents								
1	Q 2 View Refresh	Close							
19	Layout + 🍸 🗐	er Records (F3)	5 records						
	Date 🔻	Туре	Level	Consumption Site ID	Device ID	Device Type	Device Serial Number	Device Ownership	
	06/09/2015	Event-009	Consumption Site	69464	197760	Tank	SN4567	Customer Owned	ь.
	06/09/2015	Event-003	Consumption Site	69464	0				
V	06/09/2015	Event-009	Consumption Site	69464	197759	Tank	Tank 1	Company Owned	
	06/08/2015	Event-009	Consumption Site	69463	197756	Tank	test1234	Customer Owned	
	06/08/2015	Event-009	Consumption Site	69463	28633	Tank	47359	Company Owned	

- Via Consumption Sites screen: 1. Open the Consumption Sites record .
 - 2. Navigate to Event History tab. Select the event you want to view, and then click the View button.

Site	Detail	Devices	Associate	d Sites	Appliances	Call Entry	Delivery History	Event History	Work Orders	
Q Vie	ew 😑 I	Remove 🚆	Layout 🗸	💡 Fil	ter Records (F	3)			·	
Date	_	Туре		Descrip	tion				User ID	Serial No.
06/10/	2015	Event-005		Consu	mption Site Rea	issigned			AGADMIN	
06/10/	2015	Event-002		Consu	mption Site Dea	ictivated			AGADMIN	
06/09/	2015	Event-003		Consu	mption Site Gas	Checked			AGADMIN	
06/09/	2015	Event-009		Device	Installed				AGADMIN	Tank 1
06/09/	2015	Event-009		Device	Installed				AGADMIN	SN4567

• Via Menu panel:

- 1. On the Menu panel, double click the Events menu. This will open the Search Events screen. 2. Search for the event history, select it, and then click the **Open Selected toolbar button**.

S 🔄	earch Events							
Ope	n Selected	efresh Close						
7	Filter Record	s (F3)	5 records (1 sel	ected)				
	Date	Туре	Level	Consumption Site	Device ID	Device Type	Device Serial Num	Device Ownership
	03/12/2015	Event-017	Consumption Site	69464				
	03/12/2015	Event-009	Consumption Site	69464	197757	Tank	SN12345678	Customer Owned
V	03/12/2015	Event-012	Device	69464	197757	Tank	SN12345678	Customer Owned
	03/12/2015	Event-009	Consumption Site	69464	197757	Tank	SN12345678	Customer Owned
	03/12/2015	Event-014	Device	69463	197757	Tank	SN12345678	Customer Owned
0	😟 🏆 🛛 Ready	1						

- Via Consumption Sites screen:
 - 1 Open the Consumption Sites record .

2. Navigate to Event History tab. Select the event you want to view, and then click the View button.

🔍 View 🤤	Remove Filter:	٩			
Date	Туре	Description	Us	er ID	Serial No.
03/12/2015	Event-014	Device Sold	A	GADMIN	SN12345678
03/12/2015	Event-013	Device Repair Note	A	GADMIN	SN12345678
03/12/2015	Event-015	Device Transferred to Another Consumption Site	A	GADMIN	SN12345678