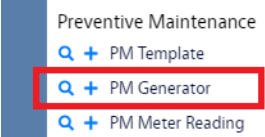



Generate PM Work Orders

The PM Generator utilizes information from the PM Template and the Asset Profile (*Asset Management Module*) to create PM work orders.

- 1. From the menu, under **Preventive Maintenance**, select **PM Generator**



- 2. Click PM Generator hyperlink and then click: 

- a. Alternatively, you can click  from the menu.

AiM PM Generator DETAILS ? ↗

Save

Cancel

1018

Last Edited by On

Filter By

Template Phase

Shop

Shop Person

Contractor

Address Code

Service Contract

Filter By

Asset

Asset Type

Asset Group

Asset

PM Route

Template

Project

Final

No

End Date

Generate Nested Work Orders

Yes

Region

Facility

Property

Location

Warehouse

Work Orders

Sequence	Work Order	Phase	Hold	Asset	Equipment	Template	Phase	Last Date	Work Date	Shop	Contractor	Type	Work Order Grouping	Skipped
----------	------------	-------	------	-------	-----------	----------	-------	-----------	-----------	------	------------	------	---------------------	---------

- 3. Enter data into the following fields:
 - a. **ID** AiM defaults a system generated number.
 - b. **Description** Description of PMs being generated.
 - c. **End Date** This is how far into the future the PM Generator will produce PM Work Orders. Based on your campus preference PM generation can be done monthly, weekly, daily, etc.
 - d. **Nested PM**
 - No** The work order generation process will create a separate work order for each frequency Example: If annual and monthly PM are due on an Asset, AiM will generate two work orders.
 - Yes** AiM will create PM work orders for the least frequent PM only.

IMPORTANT! With this option, augment the PM standard with the lowest frequency to include all activities/checkpoints. For example, the Quarterly PM standard will not be generated, therefore the Semi-Annual PM standard shall include all activities/checkpoints from the Quarterly PM standard.

e. **Other fields** **OPTIONAL:** Select PMs to generate by Asset Group, PM template. Etc.

4. Click: 

5. There will be a list of all the potential Work Orders that will be generated at the bottom of the screen.

AiM PM Generator SCOTT ? +

Generate **Delete** Edit New Search Browse

★

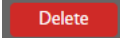
🔍

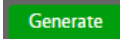
📄

☰

Work Orders

Sequence	Work Order	Phase	Hold	Asset	Equipment	Template	Phase	Last Date	Work Date	Shop	Contractor	Type	Work Order Grouping	Skipped
1			No	EQ050007	1006	001		Oct 12, 2022	Oct 11, 2023	HVAC		Fixed	Property By Template	No
2			No	EQ050007	1006	001		Oct 12, 2022	Oct 4, 2023	HVAC		Fixed	Property By Template	No
3			No	EQ050007	1006	001		Oct 12, 2022	Sep 27, 2023	HVAC		Fixed	Property By Template	No
4			No	EQ050007	1006	001		Oct 12, 2022	Sep 20, 2023	HVAC		Fixed	Property By Template	No
5			No	EQ050007	1006	001		Oct 12, 2022	Sep 13, 2023	HVAC		Fixed	Property By Template	No
6			No	EQ050007	1006	001		Oct 12, 2022	Sep 6, 2023	HVAC		Fixed	Property By Template	No
7			No	EQ050007	1006	001		Oct 12, 2022	Aug 30, 2023	HVAC		Fixed	Property By Template	No
8			No	EQ050007	1006	001		Oct 12, 2022	Aug 23, 2023	HVAC		Fixed	Property By Template	No
9			No	EQ050007	1006	001		Oct 12, 2022	Aug 16, 2023	HVAC		Fixed	Property By Template	No
10			No	EQ050007	1006	001		Oct 12, 2022	Aug 9, 2023	HVAC		Fixed	Property By Template	No
11			No	EQ050007	1006	001		Oct 12, 2022	Aug 2, 2023	HVAC		Fixed	Property By Template	No
12			No	EQ050007	1006	001		Oct 12, 2022	Jul 26, 2023	HVAC		Fixed	Property By Template	No
13			No	EQ050007	1006	001		Oct 12, 2022	Jul 19, 2023	HVAC		Fixed	Property By Template	No
14			No	EQ050007	1006	001		Oct 12, 2022	Jul 12, 2023	HVAC		Fixed	Property By Template	No
15			No	EQ050007	1006	001		Oct 12, 2022	Jul 5, 2023	HVAC		Fixed	Property By Template	No
16			No	EQ050007	1006	001		Oct 12, 2022	Jun 28, 2023	HVAC		Fixed	Property By Template	No
17			No	EQ050007	1006	001		Oct 12, 2022	Jun 21, 2023	HVAC		Fixed	Property By Template	No
18			No	EQ050007	1006	001		Oct 12, 2022	Jun 14, 2023	HVAC		Fixed	Property By Template	No
19			No	EQ050007	1006	001		Oct 12, 2022	Jun 7, 2023	HVAC		Fixed	Property By Template	No
20			No	EQ050007	1006	001		Oct 12, 2022	May 31, 2023	HVAC		Fixed	Property By Template	No
21			No	EQ050007	1006	001		Oct 12, 2022	May 24, 2023	HVAC		Fixed	Property By Template	No
22			No	EQ050007	1006	001		Oct 12, 2022	May 17, 2023	HVAC		Fixed	Property By Template	No
23			No	EQ050007	1006	001		Oct 12, 2022	May 10, 2023	HVAC		Fixed	Property By Template	No
24			No	EQ050007	1006	001		Oct 12, 2022	May 3, 2023	HVAC		Fixed	Property By Template	No

6. If the list is not correct, click:  to drop the batch and start over.

7. If the list is correct and you want to generate the Work Orders. click: 

8. The system will assign actual Work Order numbers to each of the PMs, and they will display at the bottom of the screen.

AIM PM Generator SCOTT ? +

Auto Assign New Search Browse

★ Action
🔍 Error Log
✉ Email
☰

1006 Last Edited by ANDREW CALVO On 9/28/22 11:58 AM

Final Yes
End Date Sep 30, 2022
Generate Nested Work Orders No

Filter By Template Phase
Shop
Shop Person
Contractor
Address Code
Service Contract

Filter By Asset
Asset Type
Asset Group
Asset
PM Route
Template
Project

Region
Facility
Property
Location
Warehouse

Work Orders

Sequence	Work Order	Phase	Hold	Asset	Equipment	Template	Phase	Last Date	Work Date	Shop	Contractor	Type	Work Order Grouping	Skipped
1			No	EQ050007		1006	001	Sep 7, 2022	Sep 28, 2022	HVAC		Fixed	Property By Template	Yes
2			No	EQ050007		1006	001	Sep 7, 2022	Sep 21, 2022			Fixed	Property By Template	Yes
3			No	EQ050007		1006	001	Sep 7, 2022	Sep 14, 2022			Fixed	Property By Template	Yes
4			No	EQ050008		1006	001	Sep 7, 2022	Sep 28, 2022	HVAC		Fixed	Property By Template	Yes
5			No	EQ050008		1006	001	Sep 7, 2022	Sep 21, 2022			Fixed	Property By Template	Yes
6			No	EQ050008		1006	001	Sep 7, 2022	Sep 14, 2022			Fixed	Property By Template	Yes
7	W2000086	001	No	EQ050026		1010	001	Sep 28, 2021	Sep 28, 2022	HVAC		Fixed	Property By Template	No
8	W2000086	002	No	EQ050027		1010	001	Sep 28, 2021	Sep 28, 2022	HVAC		Fixed	Property By Template	No

The Auto Assign button will automatically add the PM Shop Person, if designated, to the Daily Assignment for the PM work phase.