



# **Standard Report Guide**

## Commercial Report Sampling

Version 24.x  
Last Modified 24.3 | September 2024

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## Technical Support

AssetWorks provides several ways to connect with the Customer Support team. Be prepared to provide detailed information to the representative. If you are reporting an issue by email, include screen shots of your problem. This will provide the Customer Support representative with the information needed to respond quickly and effectively.

Customer Support is available Monday through Friday, 7:00 a.m. to 7:00 p.m., Eastern Time.

Telephone: 1-610-225-8300

Email: [M5Support@AssetWorks.com](mailto:M5Support@AssetWorks.com)

Website: [AssetWorks Community](#)

The support website can be used to open issues, subscribe to user groups and download documentation, as well as to access the latest AssetWorks news. For secure access to the website, contact Customer Support by calling the number above.

# Standard Report Guide – Units Report Sampling

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## 1. Commercial Repair Activity

### Commercial Repair Activity

*Fleet*

*Report Printed: 03/16/2017 12:14:16 By User: CSI*

Vendor: 0000000012 - 7k farms

Contact:

Phone No:

ext:

Address: GENERAL OFFICE / 3M CENTER SAINT PAUL, MN 55144-1000

Unit NO: 0059

Description: 2000 INGER RAND 250 CFM

VIN:

Work Order: 9000000822

WO Descrip:

Build Date: 01/22/2014 13:02:46

Estimate:

Purchase Order: 9000000822

To Vendor Date: 01/22/2014 13:02:50

Vendor Status: CLOSED

Invoice No:

Completed Date:

Status Date: 01/22/2014 13:02:42

Reference:

Notes:

Unit NO: 11330

Description: 2004 GMC BLAZER

VIN: ABCDEFGHIJKLMNOPQ

Work Order: 987654730

WO Descrip:

Build Date: 08/24/2007 12:10:01

Estimate:

Purchase Order: 00000017412

To Vendor Date: 06/08/2007 09:31:58

Vendor Status: AT VENDOR

Invoice No:

Completed Date:

Status Date: 06/08/2007 09:31:58

Reference:

Notes:

Unit NO: 12-2095

Description: 1994 SULLAIR UNKNOWN

VIN: HDYG645

Work Order: 9000003215

WO Descrip:

Build Date: 06/23/2015 16:22:10

Estimate:

Purchase Order: 00000000024086

To Vendor Date: 03/18/2015 06:42:43

Vendor Status: CLOSED

Invoice No:

Completed Date:

Status Date: 03/01/2016 00:00:00

Reference:

Notes:

Unit NO: 22019

Description: 1999 F350 4X4 UTILITY BODY

VIN: 1FDSF35F1XEB20839

Work Order: 9000003490

WO Descrip:

Build Date: 06/29/2015 15:37:05

Estimate:

Purchase Order: 00000000024133

To Vendor Date: 06/29/2015 15:31:40

Vendor Status: AT VENDOR

Invoice No: 1212

[illegible]

## 2. Commercial Direct Journal

### Direct Commercial Charge Journal

Asset Solutions Division

Report Printed: 12/22/2016 12:53:52PM By User: CSI

Effective Date	Unit No	WO No	Job	Location	Change User	Vendor No	PO No.	Invoice	Labor	Parts	Misc	Tax	Total w/Marku		
P															
Location: BRITES - Brian's Location															
Department No: : 0010 - EXECUTIVE															
12/13/2010	6:01	0010	3213899517	66-00	BRITES	BMINOR1	BRITEST	20264-	1	0.00	0.00	5.00	0.00	5.00	
Subtotal Department No: : 0010									Transaction Count: 1		0.00	0.00	5.00	0.00	5.00
Unit No: : 20189 - 1974 - PULL-TENS - TRAILER															
8/17/2006	8:32	20189	240336	03-52	BRITES	CSI	12413	000000000013136-	1	3.00	0.00	0.00	0.00	3.00	
Subtotal Unit No: : 20189									Transaction Count: 1		3.00	0.00	0.00	0.00	3.00
Unit No: : 22574 - 1997 - B-350 - VAN															
10/2/2010	8:00	22574	T128	01-01	BRITES	INTF	NAPA	1122-	9876	100.00	100.00	0.00	0.00	220.00	
10/2/2010	8:00	22574	3213899987	01-01	BRITES	INTF	NAPA	1122-	9876	100.00	100.00	0.00	0.00	220.00	
10/5/2010	11:29	22574	T128	66-00	BRITES	INTF	BRITEST	20138-	1	0.00	0.00	2.20	0.00	2.20	
10/5/2010	11:31	22574	3213899987	66-00	BRITES	INTF	BRITEST	20139-	1	0.00	0.00	2.20	0.00	2.20	
Subtotal Unit No: : 22574									Transaction Count: 4		200.00	200.00	4.40	0.00	444.40
Unit No: : 402155 - 1980 - SAFARI - VAN															
6/13/2007	1:55	402155	987654639	05-PM-021	BRITES	BMINOR1	BRITEST	00000016277-		0.00	0.00	40.00	0.00	43.20	
6/13/2007	1:55	402155	987654669	01-01	BRITES	BMINOR1	BRITEST	00000016321-	070418-01	0.00	0.00	0.00	0.00	0.00	
9/14/2007	12:00	402155	987654885	05-PM-021	BRITES	BMINOR1	BRITEST	.	19999	0.00	0.00	90.00	0.00	97.20	
9/14/2007	12:00	402155	987654885	03-PM-022	BRITES	BMINOR1	BRITEST	.	88888	0.00	0.00	25.00	0.00	26.25	
9/28/2007	12:00	402155	987654894	05-PM-021	BRITES	BMINOR1	234324	.	88333	5.00	0.00	40.00	0.00	49.40	
10/25/2007	12:0	402155	987654930	05-PM-023	BRITES	BMINOR1	234324	.		0.00	55.00	0.00	0.00	59.40	
10/25/2007	12:0	402155	987654930	05-PM-023	BRITES	BMINOR1	BRITEST	.	12345	120.00	0.00	0.00	0.00	129.60	
11/5/2007	12:00	402155	987654939	57-10	BRITES	BMINOR1	BRITEST	PO123-	INV123	0.00	0.00	250.67	0.00	270.72	

<b>Default Report Title:</b>	Commercial Direct Journal	<b>Version:</b>	23.0	<b>DAF:</b>	Y	<b>Multi-Currency:</b>	Y	<b>Updated:</b>	Feb 2023
<b>ASP File:</b>	Reports/Commercial/CommDirJnlParm.aspX	<b>Report File:</b>		Reports/Commercial/CommDirJnl.rpt					
<b>Filter File:</b>	Reports/Commercial/_CommDirectFilters.aspX	<b>Export Report File:</b>		n/a					
<b>Purpose:</b>	Lists by location the effective date, work order and unit numbers along with the costs of the labor, parts, miscellaneous and tax to give the markup of the part.								
<b>Database Tables</b>		<b>Group 1 Options</b>		<b>Group 2 Options</b>			<b>Field Sort Options</b>		
O_COMM_CHG		None		None			Transaction Date		
VENDOR		Billed Period		Billed Period			Unit / Dept / Comp		
VIEW_O_JOB		Fiscal Period		Fiscal Period			Work Order		
VIEW_O_WO		Job		Job			Job		
VIEW_UDC_MAIN		Location		Location			Vendor		
		WO Owning Department		WO Owning Department			Invoice		
		Purchase Order		Purchase Order			Location		
		WO Using Department		WO Using Department					
		Vendor		Vendor					
		Work Order		Work Order					
		Job Reason		Job Reason					
		Unit / Dept / Comp No		Unit / Dept / Comp No					
		Unit Status		Unit Status					
		Activity Code		Activity Code					
		Billing Code		Billing Code					
		MCC		MCC					
		Oper. Class		Oper. Class					
		Asset Class		Asset Class					
		Category		Category					
		Tech Spec		Tech Spec					
<b>Other Parameters:</b>	Hide Detail		Include Markup			Correct Transactions Only			
<b>Default Selection Formula:</b>	Correct Transactions Only = No or (Correct Transactions Only = Yes and O_COMM_CHG.ORIG_COMM_ID is NULL)								

### 3. Commercial Indirect Journal

#### Indirect Commercial Charge Journal

Asset Solutions Division

Report Printed: 12/28/2010 12:52:51PM By User: CSI

Effective Date	Account No.	Account Description	Location	Vendor No	Invoice	Labor	Parts	Misc.	Tax	Total Comm w/Markup
Indirect Account: 001 - PCARD MISC ACCT										
Location: BRITES - Brians Location										
7/11/2008 9:14:59AM	001	PCARD MISC ACCT	BRITES	MISC		0.00	0.00	2.09	0.00	0.00
11/25/2008 9:22:19AM	001	PCARD MISC ACCT	BRITES	BRITEST		0.00	0.00	3.00	0.00	0.00
11/25/2008 9:25:35AM	001	PCARD MISC ACCT	BRITES	BRITEST		0.00	0.00	1.10	0.00	0.00
11/25/2008 9:28:53AM	001	PCARD MISC ACCT	BRITES	BRITEST		0.00	0.00	-4.00	0.00	0.00
11/25/2008 9:30:54AM	001	PCARD MISC ACCT	BRITES	BRITEST		0.00	0.00	0.38	0.00	0.00
11/25/2008 9:34:07AM	001	PCARD MISC ACCT	BRITES	BRITEST		0.00	0.00	3.00	0.00	0.00
11/25/2008 9:37:00AM	001	PCARD MISC ACCT	BRITES	BRITEST		0.00	0.00	4.10	0.00	0.00
11/25/2008 9:38:23AM	001	PCARD MISC ACCT	BRITES	BRITEST		0.00	0.00	0.38	0.00	0.00
11/25/2008 9:40:24AM	001	PCARD MISC ACCT	BRITES	BRITEST		0.00	0.00	3.00	0.00	0.00
11/25/2008 9:49:42AM	001	PCARD MISC ACCT	BRITES	BRITEST		0.00	0.00	4.10	0.00	0.00
11/25/2008 9:50:36AM	001	PCARD MISC ACCT	BRITES	BRITEST		0.00	0.00	0.38	0.00	0.00
11/25/2008 9:53:56AM	001	PCARD MISC ACCT	BRITES	BRITEST		0.00	0.00	3.00	0.00	0.00
11/25/2008 9:54:34AM	001	PCARD MISC ACCT	BRITES	BRITEST		0.00	0.00	0.30	0.00	0.00
12/2/2008 9:41:32AM	001	PCARD MISC ACCT	BRITES	NAPA		0.00	0.00	2.72	0.00	0.00
12/2/2008 9:44:10AM	001	PCARD MISC ACCT	BRITES	NAPA		0.00	0.00	3.70	0.00	0.00
4/13/2010 12:35:30PM	001	PCARD MISC ACCT	BRITES	NAPA		0.00	0.00	-1.71	0.00	0.00
Subtotal Location: BRITES						Transaction Count: 16	0.00	0.00	25.54	0.00
Location: NORMM - NORMANDIE COMPLEX MAINTENANCE										
7/11/2008 12:33:22PM	001	PCARD MISC ACCT	NORM M	MISC		0.00	0.00	-3.28	0.00	0.00
7/15/2008 12:07:26PM	001	PCARD MISC ACCT	NORM M	MISC		0.00	0.00	-4.32	0.00	0.00
7/15/2008 12:14:48PM	001	PCARD MISC ACCT	NORM M	MISC		0.00	0.00	1.95	0.00	0.00



Default Report Title:	Commercial Indirect Journal	Version:	23.0	DAF:	N	Multi-Currency:	Y	Updated:	Feb 2023
ASP File:	Reports/Commercial/CommIndirJnlParm.aspX	Report File:	Reports/Commercial/CommIndirJnl.rpt						
Filter File:	Reports/Commercial/_CommIndirectFilters.aspX	Export Report File:	n/a						
Purpose:	Lists by location the account information, effective date along with the cost for labor, parts, miscellaneous and tax to give you the markup cost.								
Database Tables		Group 1 Options		Group 2 Options			Field Sort Options		
ACC_COMM_CHG		Location		Location			Date		
COMPANY_MAIN		Indirect Account		Indirect Account			Location		
IND_ACCT		Vendor		Vendor			Indirect Account		
LOC_GEN		Purchase Order		Purchase Order			Account Description		
VENDOR		Billed Period		Billed Period			Vendor		
		Fiscal Period		Fiscal Period			Invoice		
		Allocation Period		Allocation Period					
		None		Transaction Date					
				None					

#### 4. Commercial Purchasing Cost

Order Type	Purchase Order	PO Line	Part / Service Code	Part / Service Desc	Location	Line Status	Line Status Date	Order Date	PO Status	Order Status Date	Order By	Vendor No	Vendor Name	Reserve For	Reserve Code	Received Date	Qty Req
P	00000000015145	1	KYLEPART	TESTING A PART	CONN	COMPLETE	12/02/2009	12/14/2006	ACLOSED	12/02/2009	CSI	12413	TESTER1		ST	12/02/2009	
P	00000000017805	1	JJ12	JIAJIE'S TEST PART	NORMM	COMPLETE	05/11/2011		ACLOSED	11/16/2011	ME	NAPA	NAPA AUTO PART		ST	05/11/2011	
P	00000000017805	2	51A000089P101	DAYTON HVAC FILTER	NORMM	COMPLETE	02/19/2008	02/19/2008	ACLOSED	11/16/2011	ME	NAPA	NAPA AUTO PART		ST	02/19/2008	
P	00000000017805	3	NEWPART2	NEW PART	NORMM	REJECTED	02/19/2008	02/19/2008	ACLOSED	11/16/2011	ME	NAPA	NAPA AUTO PART	JCAR	UN		
P	00000000017805	4	51A000089P101	DAYTON HVAC FILTER	NORMM	REJECTED	12/15/2010	12/15/2010	ACLOSED	11/16/2011	ME	NAPA	NAPA AUTO PART		ST		
P	00000000017805	5	PSN0103	SALT SPREADER STABLELIZER BAF	NORMM	COMPLETE	11/16/2011	12/15/2010	ACLOSED	11/16/2011	ME	NAPA	NAPA AUTO PART		ST	11/16/2011	
P	00000000017810	1	JB2-NAPA	TEST PART 2	NORMM	COMPLETE	07/20/2011	02/20/2008	ACLOSED	07/20/2011	ME	X3089	KIM SUPPLY	BUS2	UN	07/20/2011	
P	00000000017812	1	115781	LIGHT BULB	NORMM	REJECTED	02/20/2008		CANCELED	08/13/2012	ME	WAYNE	test		ST		
P	00000000017815	1	PH8A	FILTER	NORMM	REJECTED	02/20/2008		CANCELED	08/13/2012	MSCIULLI	NAPA	NAPA AUTO PART		ST		
P	00000000017832	1	NONSTOCK	NONSTOCK PART	CONN	COMPLETE	10/22/2012	02/28/2008	ACLOSED	10/22/2012	ME	234324	vendor test1	4	UN	10/22/2012	
P	00000000017881	1	NS0317	TEST FOR 19144	NORMM	COMPLETE	09/30/2011	03/18/2008	ACLOSED	09/30/2011	ME	10007	METRO SPEEDOMETER	100	LA	09/30/2011	
P	00000000023094	1	00R	SWITCH ENGLISH	NORMM	COMPLETE	11/21/2013	07/30/2013	ACLOSED	11/21/2013	ME	1	FreightLiner		ST	11/21/2013	
P	00000000023118	1	23716704	AUTOMOTIVE HOSE CLAMPS #10	NORMM	COMPLETE	02/01/2015	08/05/2013	ACLOSED	02/01/2015	GRACEDU1	1	FreightLiner		ST	02/01/2015	
P	00000000023118	2	WILLPART	WILL'S PART	NORMM	COMPLETE	06/02/2014	05/01/2014	ACLOSED	02/01/2015	GRACEDU1	1	FreightLiner	C1111	UN	06/02/2014	
P	00000000023165	1	NSPART0820	TEST	CONN	COMPLETE	07/13/2015	08/20/2013	ACLOSED	07/13/2015	ME	1	FreightLiner	100	LA	07/13/2015	
P	00000000023211	1	00R	SWITCH ENGLISH	NORMM	COMPLETE	10/01/2013	08/26/2013	ACLOSED	10/01/2013	ME	1	FreightLiner		ST	10/01/2013	
P	00000000023213	1	BRI021	#21	BRTES	PARTIAL	08/27/2013	08/27/2013	ORDERED	08/27/2013	BMINOR1	103611	SUNSHINE TOYOTA		ST	08/27/2013	1
P	00000000023245	1	00R	SWITCH ENGLISH	NORMM	COMPLETE	10/01/2013	09/18/2013	ACLOSED	10/01/2013	ME	1	FreightLiner		ST	10/01/2013	
P	00000000023247	1	P0329	TEST MERGE 1	NORMM	COMPLETE	04/16/2015	09/18/2013	ACLOSED	04/16/2015	ME	X95	CAR X MUFFLER & BRAK		ST	04/16/2015	1
P	00000000023247	2	JY0410-1	TEST FOR PART RESERVE	NORMM	COMPLETE	08/27/2014	04/11/2014	ACLOSED	04/16/2015	ME	X95	CAR X MUFFLER & BRAK		ST	08/27/2014	
P	00000000023250	1			NORMM	ORDERED	09/18/2013	09/18/2013	ORDERED	09/18/2013	ME	X95	CAR X MUFFLER & BRAK		ST		1
P	00000000023250	2	RP-00535P001	ANSUL FIRE EXTINGUISHER	NORMM	COMPLETE	12/06/2015	08/04/2015	ORDERED	09/18/2013	ME	X95	CAR X MUFFLER & BRAK		ST	12/06/2015	
P	00000000023250	3	SP1007	TEST PART REQUEST	NORMM	COMPLETE	06/02/2016	10/06/2015	ORDERED	09/18/2013	ME	X95	CAR X MUFFLER & BRAK	3213899800	WO	06/02/2016	
P	00000000023250	4	23716704	AUTOMOTIVE HOSE CLAMPS #10	NORMM	COMPLETE	06/02/2016	10/08/2015	ORDERED	09/18/2013	ME	X95	CAR X MUFFLER & BRAK	3213899676	WO	06/02/2016	
P	00000000023250	5	02-005	COWL PANELS	NORMM	COMPLETE	06/07/2016	10/08/2015	ORDERED	09/18/2013	ME	X95	CAR X MUFFLER & BRAK	9000000157	WO	06/07/2016	
P	00000000023250	6	NSP0409	TEST	NORMM	COMPLETE	06/07/2016	10/15/2015	ORDERED	09/18/2013	ME	X95	CAR X MUFFLER & BRAK	9000000491	WO	06/07/2016	
P	00000000023250	7	1016	TEST FOR CORE CHARGE	NORMM	COMPLETE	06/07/2016	03/09/2016	ORDERED	09/18/2013	ME	X95	CAR X MUFFLER & BRAK	0010	DE	06/07/2016	

<b>Default Report Title:</b>	Commercial Purchasing Cost Report	<b>Version:</b>	21.0	<b>DAF:</b>	N	<b>Multi-Currency:</b>	Y	<b>Updated:</b>	Jan 2021
<b>ASP File:</b>	Reports/Commercial/CommPOCostParm.aspx	<b>Report File:</b>	n/a						
<b>Filter File:</b>	Reports/Commercial/_CommPOCostFilters.aspx	<b>Export Report File:</b>	Reports/Commercial/CommPOCost_exl.rpt						
<b>Purpose:</b>	This report lists purchase order or service orders. Detailed information is listed about the order – order number, status, ordered by, order code and description, vendor etc. This is an export report only. Best to send to excel. This report also uses a custom view.								
<b>Database Tables</b>		<b>Group 1 Options</b>		<b>Group 2 Options</b>			<b>Field Sort Options</b>		
COMPANY_MAIN									
VIEW_PART_SERVICE_ORDERS									

## 5. Commercial Service Order

### Commercial Service Order Summary

Fleet  
Report Printed: 03/16/2017 12:52:31 By User: CSI

Location	Service PO Number	Status	Status Date	Vendor Number & Name	PO Reference	Order By	Order Date	Total Value	Total Recv Value
1075	000000000023810	ORDERED	12/17/2014 11:55:31	043769717 - Pats Pump and Blo		U0005235	12/17/2014 11:55:31	\$100.00	
1075	000000000023811	ORDERED	12/17/2014 11:57:40	043683871 - World Petroleum C		U0005235	12/17/2014 11:57:40	\$100.00	
BRITES	SO000123	CANCELED	12/18/2015 08:11:02	1 - FreightLiner	SO000123	U0005183	12/18/2015 08:08:32	\$190.00	
CONN	000000000023788	ORDERED	11/10/2014 16:31:09	1 - FreightLiner		LIZD	11/10/2014 16:31:09	\$235.00	
CONN	SORD1	ORDERED	08/09/2016 13:07:07	0000000086 - BLOOMINGTON S1		U0005196	08/09/2016 13:07:07	\$120.00	
CONN	Y00000000025227	ACLOSED	09/28/2016 06:29:14	010552789 - Total Truck Parts, I	REF11	U0005196	09/28/2016 06:27:37	\$320.00	\$310.00
FM	000000000023769	ACLOSED	10/22/2014 15:21:04	1 - FreightLiner		U0005121	10/22/2014 15:16:51	\$10.00	\$5.00
FM	000000000024365	ORDERED	10/09/2015 12:51:39	0000000002 - George Maker	1	U0005182	10/09/2015 12:51:39	\$100.00	
FM	Y00000000025014	ORDERED	06/14/2016 15:37:39	1 - FreightLiner		U0005206	06/14/2016 15:37:39	\$1,000.00	
NORM	000000000023868	ACLOSED	03/09/2015 13:25:44	114956 - STANDARD AUTO G	934546	ME	03/09/2015 11:54:16	\$200.00	\$200.00
NORM	000000000023870	ACLOSED	03/09/2015 14:11:42	1000001241 - NATIONAL CON	5	ME	03/09/2015 14:11:07	\$50.00	\$50.00
NORMM	000000000023666	MCLOSED	10/21/2014 15:29:27	1 - FreightLiner		U0005121	07/03/2014 15:19:39	\$24.00	\$21.00
NORMM	000000000023668	MCLOSED	07/21/2014 15:40:38	10007 - METRO SPEEDOMETI		U0005121	07/07/2014 15:01:32	\$4.89	
NORMM	000000000023670	ACLOSED	07/07/2014 15:20:43	103611 - SUNSHINE TOYOTA		U0005121	07/07/2014 15:20:06		
NORMM	000000000023672	ACLOSED	07/18/2014 09:17:45	2 - TEST VENDOR		U0005121	07/08/2014 08:44:19	\$6.00	
NORMM	000000000023674	ACLOSED	07/17/2014 13:12:58	2 - TEST VENDOR	111	U0005121	07/08/2014 13:25:17	\$15.00	
NORMM	000000000023675	ACLOSED	07/09/2014 15:33:30	1 - FreightLiner		U0005121	07/09/2014 15:17:52	\$10.00	
NORMM	000000000023683	ACLOSED	07/18/2014 09:29:18	1 - FreightLiner		U0005121	07/16/2014 08:27:44	\$10.00	
NORMM	000000000023686	MCLOSED	07/18/2014 10:24:50	1 - FreightLiner		U0005121	07/18/2014 10:24:17	\$0.00	
NORMM	000000000023687	CANCELED	07/18/2014 13:00:03	2 - TEST VENDOR		U0005121	07/18/2014 10:29:44	\$25.00	
NORMM	000000000023688	CANCELED	07/21/2014 14:27:41	060914701 - dba - Florida Bearir		U0005121	07/21/2014 14:26:00	\$15.00	
NORMM	000000000023689	CANCELED	07/21/2014 14:38:20	10007 - METRO SPEEDOMETI	222	U0005121	07/21/2014 14:37:24	\$47.69	
NORMM	000000000023690	ACLOSED	07/21/2014 15:20:39	1 - FreightLiner		U0005121	07/21/2014 15:06:08	\$50.00	
NORMM	000000000023696	ACLOSED	08/25/2014 09:34:24	1 - FreightLiner		U0005121	08/25/2014 09:32:58	\$2.00	\$1.00
NORMM	000000000023732	ACLOSED	09/17/2014 17:47:46	X95 - CAR X MUFFLER & BR		ME	09/17/2014 17:23:48	\$125.00	\$130.00
NORMM	000000000023734	ACLOSED	09/18/2014 14:56:38	1 - FreightLiner		ME	09/18/2014 10:38:04	\$19.00	\$10.00
NORMM	000000000023735	ACLOSED	09/18/2014 15:50:40	X95 - CAR X MUFFLER & BR		U0005121	09/18/2014 11:24:51	\$19.00	\$19.00
NORMM	000000000023736	ACLOSED	09/18/2014 15:37:32	1 - FreightLiner		U0005121	09/18/2014 13:31:53	\$13.00	\$7.00
NORMM	000000000023737	ACLOSED	09/18/2014 15:54:55	1 - FreightLiner		U0005201	09/18/2014 14:03:33	\$9.00	\$9.00
NORMM	000000000023738	ACLOSED	09/18/2014 14:52:00	X95 - CAR X MUFFLER & BR	876	ME	09/18/2014 14:46:35	\$225.00	\$240.00
NORMM	000000000023743	ACLOSED	09/29/2014 14:28:08	1 - FreightLiner		U0005121	09/29/2014 12:44:25	\$10.00	\$9.00
NORMM	000000000023744	CANCELED	09/29/2014 12:57:43	1 - FreightLiner		U0005121	09/29/2014 12:54:29	\$10.00	
NORMM	000000000023745	CANCELED	10/21/2014 14:09:08	1 - FreightLiner		U0005121	09/29/2014 13:12:31	\$20.00	
NORMM	000000000023753	ACLOSED	10/07/2014 08:45:49	1 - FreightLiner		U0005121	10/07/2014 08:03:42	\$10.00	\$10.00

[illegible]



## 6. Commercial Service Order Detail

### Commercial Service Order Detail

Fleet  
Report Printed: 03/16/2017 12:58:29 By User: CSI

PO Line	Line Status	Service PO Number	Service Code	Description	Order Cost	Received Cost	Needed By	Reserve Code	Reserved For	M5 User	Account Code
1	COMPLETE	00000000023870	565	CONSUMABLES - GLOV	\$50.00	\$50.00		IA	565	ME	018-1005-000
1	COMPLETE	00000000023952	565	CONSUMABLES	\$10.00	\$2.00		IA	565	U0005201	018-1005-000
1	PARTIAL	00000000023957	565	CONSUMABLES	\$20.00	\$10.00		DE	00101	U0005238	018-1005-000
Summary for Service Code: 565					128.00	89.00					
Service Code: 578 - WINDSHIELD REPLACEMENT											
2	COMPLETE	00000000023738	578	WINDSHIELD REPLACE	\$25.00	\$30.00		IA	OFF	ME	7654-32-1-
1	COMPLETE	00000000023753	578	WINDSHIELD REPLACE	\$10.00	\$10.00		WO	9000001858	U0005121	7654-32-1-
2	COMPLETE	00000000023778	578	WINDSHIELD REPLACE	\$20.00	\$20.00	10/31/2014	IA	OFF	U0005121	7654-32-1-
5	COMPLETE	00000000023791	578	WINDSHIELD REPLACE	\$50.00	\$1.00		WO	9000001907	U0005201	7654-32-1-
1	ORDERED	00000000023810	578	WINDSHIELD REPLACE	\$100.00	\$0.00		UN	2345	U0005235	7654-32-1-
2	REJECTED	00000000023834	578	WINDSHIELD REPLACE	\$20.00	\$0.00		IA	565	U0005121	7654-32-1-
Summary for Service Code: 578					225.00	61.00					
Service Code: CLN - ENGINE REPLACEMENT											
1	COMPLETE	00000000023666	CLN	ENGINE REPLACEMENT	\$10.00	\$12.00	07/30/2014	DE	0010	U0005121	1-1-0010-100
1	COMPLETE	00000000023743	CLN	ENGINE REPLACEMENT	\$10.00	\$9.00		IA	COURT	U0005121	1-1-0010-100
1	REJECTED	00000000023744	CLN	ENGINE REPLACEMENT	\$10.00	\$0.00		IA	100	U0005121	1-1-0010-100
2	REJECTED	00000000023765	CLN	ENGINE REPLACEMENT	\$10.00	\$0.00		DE	0010	U0005121	1-1-0010-100
1	COMPLETE	00000000023766	CLN	ENGINE REPLACEMENT	\$10.00	\$2.00		IA	100	U0005121	1-1-0010-100
1	COMPLETE	00000000023767	CLN	ENGINE REPLACEMENT	\$10.00	\$5.00		IA	100	U0005121	1-1-0010-100
1	REJECTED	00000000023768	CLN	ENGINE REPLACEMENT	\$10.00	\$0.00		DE	0010	U0005121	1-1-0010-100
1	COMPLETE	00000000023769	CLN	ENGINE REPLACEMENT	\$10.00	\$5.00		UN	JL2	U0005121	1-1-0010-100
1	CANCELED	00000000023770	CLN	ENGINE REPLACEMENT	\$10.00	\$3.00		DE	0020	U0005183	1-1-0010-100
1	REJECTED	00000000023771	CLN	CL TEST LINE1	\$10.00	\$0.00		UN	GD202	U0005121	1-1-0010-100
1	COMPLETE	00000000023780	CLN	ENGINE REPLACEMENT	\$10.00	\$1.00	10/31/2014	WO	9000001881	U0005183	1-1-0010-100
1	CANCELED	00000000023781	CLN	ENGINE REPLACEMENT	\$30.00	\$0.00		IA	100	U0005121	1-1-0010-100
4	COMPLETE	00000000023791	CLN	ENGINE REPLACEMENT	\$40.00	\$1.00		WO	9000001931	U0005121	1-1-0010-100

Default Report Title:	Commercial Service Order Detail	Version:	19.0	DAF:	N	Multi-Currency:	Y	Updated:	May 2019
ASP File:	Reports/Commercial/CommServiceOrderDtlParm	Report File:	Reports/Commercial/CommServiceOrderDtl.rpt						
Filter File:	Reports/Commercial/_CommServiceOrderFilters	Export Report File:	n/a						
Purpose:	This is detailed information about the service / purchase order information. It lists the line, status, purchase/service order number, description, costs and direct account information.								
Database Tables		Group 1 Options		Group 2 Options			Field Sort Options		
COMPANY_MAIN		None							
LOC_GEN		Order By							
SERVICE_PO		Line Status							
SERVICE_PO_LINE		Service Code							
VENDOR		Service PO Number							
		Account Number							

## 7. Commercial Service Order Dtl screen

### Commercial Service Order Detail

Fleet  
Report Printed: 03/16/2017 12:58:29 By User: CSI

PO Line	Line Status	Service PO Number	Service Code	Description	Order Cost	Received Cost	Needed By	Reserve Code	Reserved For	M5 User	Account Code
1	COMPLETE	00000000023870	565	CONSUMABLES - GLOV	\$50.00	\$50.00		IA	565	ME	018-1005-000
1	COMPLETE	00000000023952	565	CONSUMABLES	\$10.00	\$2.00		IA	565	U0005201	018-1005-000
1	PARTIAL	00000000023957	565	CONSUMABLES	\$20.00	\$10.00		DE	00101	U0005238	018-1005-000
Summary for Service Code: 565					128.00	89.00					
Service Code: 578 - WINDSHIELD REPLACEMENT											
2	COMPLETE	00000000023738	578	WINDSHIELD REPLACE	\$25.00	\$30.00		IA	OFF	ME	7654-32-1-
1	COMPLETE	00000000023753	578	WINDSHIELD REPLACE	\$10.00	\$10.00		WO	9000001858	U0005121	7654-32-1-
2	COMPLETE	00000000023778	578	WINDSHIELD REPLACE	\$20.00	\$20.00	10/31/2014	IA	OFF	U0005121	7654-32-1-
5	COMPLETE	00000000023791	578	WINDSHIELD REPLACE	\$50.00	\$1.00		WO	9000001907	U0005201	7654-32-1-
1	ORDERED	00000000023810	578	WINDSHIELD REPLACE	\$100.00	\$0.00		UN	2345	U0005235	7654-32-1-
2	REJECTED	00000000023834	578	WINDSHIELD REPLACE	\$20.00	\$0.00		IA	565	U0005121	7654-32-1-
Summary for Service Code: 578					225.00	61.00					
Service Code: CLN - ENGINE REPLACEMENT											
1	COMPLETE	00000000023666	CLN	ENGINE REPLACEMENT	\$10.00	\$12.00	07/30/2014	DE	0010	U0005121	1-1-0010-100
1	COMPLETE	00000000023743	CLN	ENGINE REPLACEMENT	\$10.00	\$9.00		IA	COURT	U0005121	1-1-0010-100
1	REJECTED	00000000023744	CLN	ENGINE REPLACEMENT	\$10.00	\$0.00		IA	100	U0005121	1-1-0010-100
2	REJECTED	00000000023765	CLN	ENGINE REPLACEMENT	\$10.00	\$0.00		DE	0010	U0005121	1-1-0010-100
1	COMPLETE	00000000023766	CLN	ENGINE REPLACEMENT	\$10.00	\$2.00		IA	100	U0005121	1-1-0010-100
1	COMPLETE	00000000023767	CLN	ENGINE REPLACEMENT	\$10.00	\$5.00		IA	100	U0005121	1-1-0010-100
1	REJECTED	00000000023768	CLN	ENGINE REPLACEMENT	\$10.00	\$0.00		DE	0010	U0005121	1-1-0010-100
1	COMPLETE	00000000023769	CLN	ENGINE REPLACEMENT	\$10.00	\$5.00		UN	JL2	U0005121	1-1-0010-100
1	CANCELED	00000000023770	CLN	ENGINE REPLACEMENT	\$10.00	\$3.00		DE	0020	U0005183	1-1-0010-100
1	REJECTED	00000000023771	CLN	CL TEST LINE1	\$10.00	\$0.00		UN	GD202	U0005121	1-1-0010-100
1	COMPLETE	00000000023780	CLN	ENGINE REPLACEMENT	\$10.00	\$1.00	10/31/2014	WO	9000001881	U0005183	1-1-0010-100
1	CANCELED	00000000023781	CLN	ENGINE REPLACEMENT	\$30.00	\$0.00		IA	100	U0005121	1-1-0010-100
4	COMPLETE	00000000023791	CLN	ENGINE REPLACEMENT	\$40.00	\$1.00		WO	9000001931	U0005121	1-1-0010-100



[illegible]

## 8. Commercial Service Purchase Order

### Service Purchase Order

*Fleet*

*Report Printed: 25-Sep-2017 12:52:50 By User: CSI*

**Purchase Order:** 000000000023666

**PO Status:** MCLOSED

**To Vendor:** FreightLiner

**Vendor No:** 1

**Address:** 1 testing place

**Contact:**

testtown, ON 19087

**Phone:** 610-555-1212

**Email:** grace.du@assetworks.com

**Order Date:** 03-Jul-2014

**Ordered By:** U0005121

**Phone:** 610-999-4444

**Reference:**

**Location:** NORMM - NORMANDIE COMPLEX MAINTENANCE

**Address:** 14-111 N. Ormandy SPOKANE, PA 454546464

Line	Service Code	Service Description	Receiving Location	Status	Unit	Quantity	Cost	Ext. Cost
1	CLN	ENGINE REPLACEMENT	NORMM	COMPLETE	Each	1	10.00	10.00
	<i>Reserved For:</i>	DE - 0010						
2	OTH	OTHER	NORMM	COMPLETE	Each	1	8.00	8.00
	<i>Reserved For:</i>	IA - 100						
3	IDT	INTERIOR DETAILING	NORMM	CANCELED	Each	1	6.00	6.00
	<i>Reserved For:</i>	DE - 0020						

**PO Notes:**

test main note update from service po

**Line Count:** 3

**PO Total:** 24.00

<b>Default Report Title:</b>	Commercial Service Purchase Order	<b>Version:</b>	23.0	<b>DAF:</b>	N	<b>Multi-Currency:</b>	Y	<b>Updated:</b>	Feb 2023
<b>ASP File:</b>		<b>Report File:</b>	Reports/Commercial/CommServiceParm.rpt						
<b>Filter File:</b>		<b>Export Report File:</b>	n/a						
<b>Purpose:</b>	This is detailed information about the service / purchase order information. It lists the line, status, purchase/service order number, description, costs and direct account information. <b>**This is ran from the screen**</b>								
<b>Database Tables</b>		<b>Group 1 Options</b>		<b>Group 2 Options</b>			<b>Field Sort Options</b>		
COMPANY_MAIN		<i>Service PO Number</i>							
LOC_GEN									
SERVICE_CODES									
SERVICE_PO									
SERVICE_PO_JNL									
SERVICE_PO_LINE									
VENDOR									
<b>Other Parameters:</b>	PO Number								
<b>Default Selection Formula:</b>	SERVICE_PO.SERVICE_PO_NO = PO Number								

## 9. Commercial Vendor History

### Commercial Vendor History

Asset Solutions Division

Report Printed: 12/22/2010 12:48:10PM By User: CSI

Effective Date	Invoice	Unit No	WO No	Job	RE	Status	Location	Labor	Parts	Misc.	Tax	Total Cost w/Markup
<b>Vendor No: ZTR001 - CAL VENDOR1</b>												
<b>Owning Dept: : CAP1 - AE SUPPLY CAPITAL OPERATIONS</b>												
5/15/2006 1:36:27PM	1	OSS1	533112597	01-01	1	WFA	CONN	100.00	20.00	0.00	0.00	110.00
5/15/2006 1:24:49PM	1	OSS1	533112597	01-01	1	WFA	CONN	50.00	10.00	0.00	2.00	57.00
5/15/2006 1:36:27PM	1	OSS1	533112597	01-01	1	WFA	CONN	100.00	20.00	0.00	0.00	110.00
<b>Owning Dept: : CAP1</b>								<b>Transaction Count: 3</b>	<b>250.00</b>	<b>50.00</b>	<b>0.00</b>	<b>277.00</b>
<b>Owning Dept: : WAYNE - Wayne Main Office</b>												
12/9/2008 11:47:14AM		441-07	3213899289	01-02	8	DON	NORMM	100.00	50.00	20.00	0.00	170.00
<b>Owning Dept: : WAYNE</b>								<b>Transaction Count: 1</b>	<b>100.00</b>	<b>50.00</b>	<b>20.00</b>	<b>170.00</b>
<b>Vendor No : ZTR001 -</b>								<b>Transaction Count: 15</b>	<b>1530.00</b>	<b>1030.00</b>	<b>990.00</b>	<b>167.00</b>
<b>Vendor No: ZTR002 - CAL VENDOR1</b>												
<b>Owning Dept: : 0382 - TRANSPORTATION</b>												
9/12/2010 7:23:30PM		40003	3213899581	04-13	2	VEN	NORMM	100.00	200.00	300.00	50.00	650.00
9/20/2010 7:23:30PM		40003	3213899581	04-13	2	VEN	NORMM	100.00	200.00	300.00	50.00	650.00
10/13/2010 4:50:22PM		40003	3213899581	04-13	2	VEN	NORMM	100.00	200.00	300.00	50.00	650.00
<b>Owning Dept: : 0382</b>								<b>Transaction Count: 3</b>	<b>300.00</b>	<b>600.00</b>	<b>900.00</b>	<b>150.00</b>

<b>Default Report Title:</b>	Commercial Vendor History	<b>Version:</b>	23.0	<b>DAF:</b>	Y	<b>Multi-Currency:</b>	Y	<b>Updated:</b>	Feb 2023
<b>ASP File:</b>	Reports/Commercial/CommVendorHistParm.aspX	<b>Report File:</b>		Reports/Commercial/CommVendorHist.rpt					
<b>Filter File:</b>	Reports/Commercial/_CommDirectFilters.aspX	<b>Export Report File:</b>		n/a					
<b>Purpose:</b>	Lists by vendor and effective date, the invoice, unit and work order numbers, the job associated with each and the amount of labor, parts, miscellaneous and tax dollars to get the total markup.								
<b>Database Tables</b>		<b>Group 1 Options</b>		<b>Group 2 Options</b>			<b>Field Sort Options</b>		
O_COMM_CHG		<i><b>Vendor Number</b></i>		Effective Date			<i><b>Date</b></i>		
VENDOR				Fiscal Period			Unit		
VIEW_O_JOB				Job			Work Order		
VIEW_O_WO				Job Reason			Location		
VIEW_UDC_MAIN				Job Status			Job		
				<i><b>Location</b></i>			Job Reason		
				Purchase Order			Job Status		
				System			Invoice Number		
				Unit / Dept / Comp No					
				Unit Status					
				Activity Code					
				Billing Code					
				MCC					
				Oper. Class					
				Asset Class					
				Category					
				Tech Spec					
				Year					
				Manufacturer					
				Make					
<b>Other Parameters:</b>	Hide Detail		Include Markup			Correct Transactions Only			
<b>Default Selection Formula:</b>	Correct Transactions Only = No or (Correct Transactions Only = Yes and O_COMM_CHG.ORIG_COMM_ID is NULL)								

## Filters

### 10. \_CommDirectFilters

Filter Title:	_CommDirectFilters.aspX		Version:	23.0.0	Updated:	December 2022
Report Name(s)	Filters	Table	Field Name	LOV	Validation	
Commercial Direct Journal	Vendor	Vendor	Vendor_No	LovVendorAll.aspx	doesExist	
Commercial Vendor History	Vendor Name	Vendor	Vendor_Short		anyValue	
	Invoice	View_Wo_Detail	Inv_No		anyValue	
	Purchase Order	View_Wo_Detail	Po_No	LovCommWOPO.aspx	anyValue	
	Charge Change Date	View_Wo_Detail	Change_Dt		isDateShortcut	
	Change Login User	View_Wo_Detail	Change_Login_User			
	Transaction Date	View_Wo_Detail	Eff_Dt		isDateShortcut	
	Sent Date	View_Wo_Detail	Sent_Dt		isDateShortcut	
	_ViewOJobFilters.inc	View_O_Job				
	_ViewOWoFilters.inc	View_O_WO				
	_UnitStandardFilters.inc	View_UDC_Main				

### 11. \_CommIndirectFilters

Filter Title:	_CommIndirectFilters.aspx		Version:	23.0.0	Updated:	December 2022
Report Name(s)	Filters	Table	Field Name	LOV	Validation	
Commercial Indirect Journal	Location	Acc_Comm_Chg	Location	LovLocationList.aspx	doesExist	
	Allocation Period	Acc_Comm_Chg	Alloc_Pd	LovFiscalPeriod.aspx	doesExist	
	Billed Period	Acc_Comm_Chg	Billed_PD	LovFiscalPeriod.aspx	doesExist	
	Fiscal Period	Acc_Comm_Chg	Fisc_Pd	LovFiscalPeriod.aspx	doesExist	
	Transaction Date	Acc_Comm_Chg	Issue_Dt		isDateShortcut	
	Indirect Account	Acc_Comm_Chg	Ind_Acct	LovIndAcct.aspx	doesExist	
	Vendor	Vendor	Vendor_No	LovVendorAll.aspx	doesExist	
	Vendor Name	Vendor	Name_Short		anyValue	
	Invoice	Acc_Comm_Chg	Inv_No		anyValue	
	Purchase Order	Acc_Comm_Chg	Po_No		anyValue	
	Reference Number	Acc_Comm_Chg	Ref_No		anyValue	

## 12. \_CommPOCostFilters

Filter Title:	_CommPOCostFilters.aspX		Version:	15.0.0		Updated:	July 2016	
Report Name(s)	Filters	Table	Field Name	LOV	Validation			
Commercial PO Cost	Order Type	View_Part_Service_Orders	Order_Type		S or P			
	Location	View_Part_Service_Orders	Location	LovLocationList	doesExist			
	Service PO Number	View_Part_Service_Orders	Order_Number	LovServicePO	doesExist			
	Vender Number	View_Part_Service_Orders	Vendor_No	LovVendoerAll	doesExist			
	PO Status	View_Part_Service_Orders	Order_Status	LovStaticCode	doesExist			
	Order Date	View_Part_Service_Orders	Order_Dt		isDateShortcut			
	Order Date / Time	View_Part_Service_Orders	Order_Dt		isDateTimeShortcut			
	Order Status Date	View_Part_Service_Orders	Order_Status_Dt		isDateShortcut			
	Order Status Date / Time	View_Part_Service_Orders	Order_Status_Dt		isDateTimeShortcut			
	Ordered By	View_Part_Service_Orders	Ordered_By		anyValue			
	Order Create Date / Time	View_Part_Service_Orders	Create_Dt		isDateTimeShortcut			
	GL Code	View_Part_Service_Orders	GL_Code		anyValue			
	Part Service Description	View_Part_Service_Orders	Part_Service_Desc		anyValue			
	Line Status	View_Part_Service_Orders	Line_Status	LovStaticCode.aspx	doesExist			

## 13. \_CommRepairsFilters

Filter Title:	_CommRepairsFilters.aspx		Version:	15.0	Updated:	Dec 2014
Report Name(s)	Filters	Table	Field Name	LOV	Validation	
Commercial Activity	Vendor	Vendor	Vendor_No	LovVendorAll.aspx	doesExist	
	Vendor Name	Vendor	Vendor_Short		anyValue	
	Build Date	Vend_Rep	Built_Dt		isDateShortcut	
	Completed Date	Vend_Rep	Completed_Dt		isDateShortcut	
	Status Date	Vend_Rep	Status_Dt		isDateShortcut	
	Vendor Date	Vend_Rep	At_Vendor_Dt		isDateShortcut	
	Repair Status	Vend_Rep	Status	LovStaticCode.aspx	doesExist	
	Invoice	Vend_Rep	Inv_No		anyValue	
	Purchase Order Number	Vend_Rep	Po_No		anyValue	
	Reference Number	Vend_Rep	Ref_No		anyValue	
	Estimated Cost	Vend_Rep	Est_Cost		IsNumber	

	_ViewOJobFilters.inc	View_O_Job			
	_ViewOWoFilters.inc	View_O_WO			
	_UnitStandardFilters.inc	View_UDC_Main			

#### 14. \_CommServiceOrderFilters

Filter Title:		Version:		Updated:	
_CommServiceOrderFilters.aspX		15.0.0		December 2014	
Report Name(s)	Filters	Table	Field Name	LOV	Validation
Commercial Service Order	Vendor	Vendor	Vendor_No	LovVendorall.aspx	doesExist
Detail	Service PO Number	Service_PO	Service_PO_No	LovServicePO.aspx	doesExist
Commercial Service Order	Location	Service_PO	Location	LovLocationList.aspx	doesExist
	Status	Service_PO	Status	LovStaticCode.aspx	doesExist
	Create Date	Service_PO	Create_dt		isDateShortcut
	Order Date	Service_PO_Line	Order_Dt		isDateShortcut
	Reserve Code	Service_PO_Line	Type_Code		anyValue
	Work Order	Service_PO_Line	Wo_No	LovWO.aspx	doesExist
	Inventory Number	Service_PO_Line	Inv_No		anyValue



# Updates

Release	Section	Description
24.3	All sections	Created new individual report guides to replace the previous all-inclusive guide for increased usability purposes.