



# **HARDCAT**<sup>®</sup>

ASSET MANAGEMENT WORLDWIDE

## **Hardcat - MiCat**

***TRACK YOUR WORLD***<sup>®</sup>

Hardcat

MiCat



YouTube

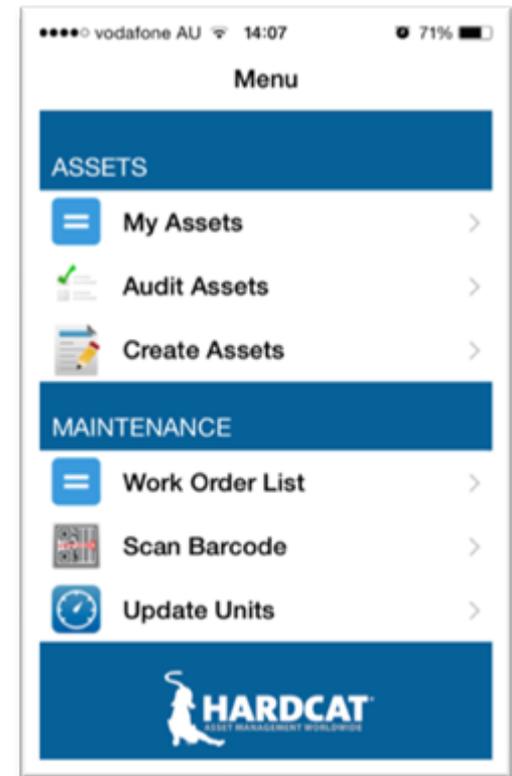


MiCat

# MiCat - Features

## Feature:

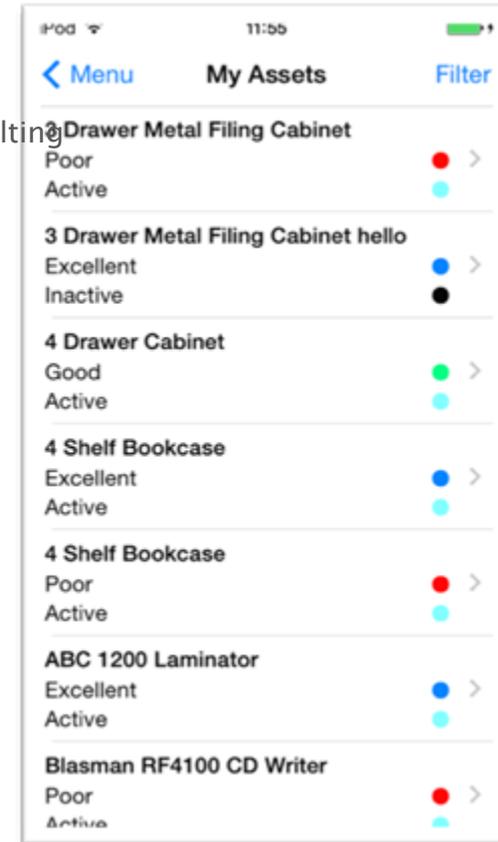
- Each staff member has access to assets they are responsible to manage
- Create new assets and edit existing assets in the field
- Create new and edit existing work orders in the field
- Ability to scan barcode to locate individual assets and work orders
- Ability to perform asset issue and return functions in the field
- Configurable colour coordinated asset lists to highlight asset status & condition
- Unique login for each user with configurable data access permissions
- Data is instantly synced back to the Hardcat database
- Conduct ad-hoc asset audits
- Ability to update assets' specific units of measure while out of the field
  - i.e., km's, litres of fuel, etc.
- Access to all files attached to assets allowing you to view photos, service manuals and any other documents that are attached to the asset
- Fully integrated with the smartphone camera allowing you to capture photos of assets and work orders
- Cost effective concurrent user licenses
- Rapid setup and ability to connect to existing Hardcat database
- Intuitive and user friendly interface
- Connects to the Hardcat database over an IP connection (e.g., Wi-Fi, 3G, 4G, GSM)
- Ability to view and edit work order presets, actions, details and much more....



# MiCat - Benefits

## Benefits

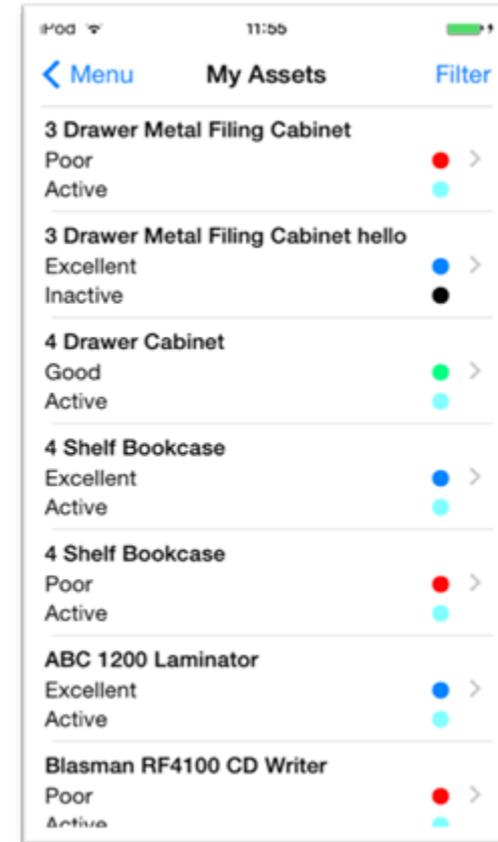
- Asset management and accountability is disseminated throughout the organisation resulting in massive cost savings and reduction in asset losses
- Asset register is kept up to date and is no longer the responsibility of one person or department
- Dramatically reduce incident report and response times by creating ad-hoc work orders in the field
- Scan barcode of the asset in the field to find maintenance activities that need to be performed on it and/or view full asset details
- Re-allocate an assets location/person ownership in the field reducing the need to go back to head office
- Quick colour check to see faulty assets or actions required
- Each user only sees their own assets and work orders
- Master data set is always up to date and accurate
- Audit assets far more frequently with less project management overheads
- Real time monitoring of asset use to automatically trigger further actions such as maintenance tasks



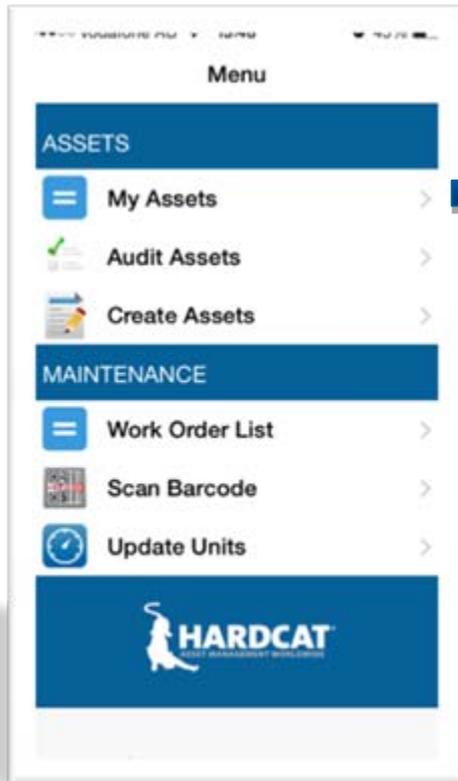
# MiCat - Benefits (Continued)

## Benefits:

- Real time monitoring of asset use to automatically trigger further actions such as maintenance tasks
- Field agents can view schematics, service manuals and photos illustrating the condition of the asset
- Field agents can take photos to show completed work, assets current condition or work orders that need to be completed
- No longer need for expensive PDA device purchases and increases adoption of asset management culture throughout the organisation
- In-house staff, client staff can easily download the app and setup the app server for immediate use
- Minimal user training required and rapid staff adoption
- Ensures that field staff are actually performing the correct actions on the appropriate asset in a timely fashion stopping the culture of tea room ticks

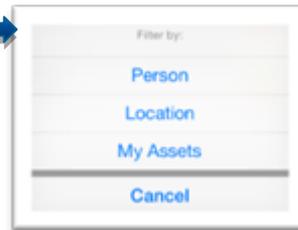
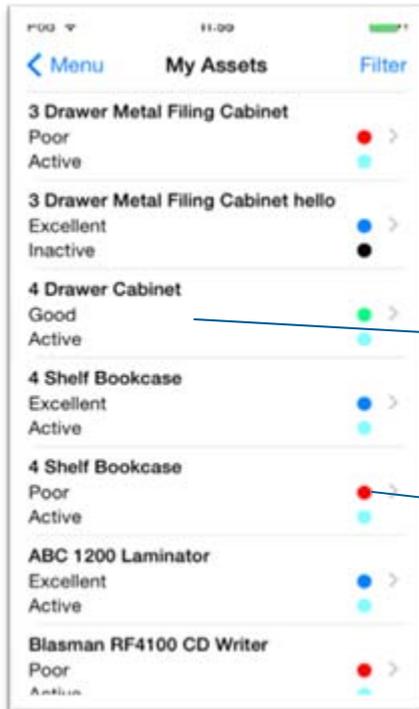


# MiCat Menu -Assets



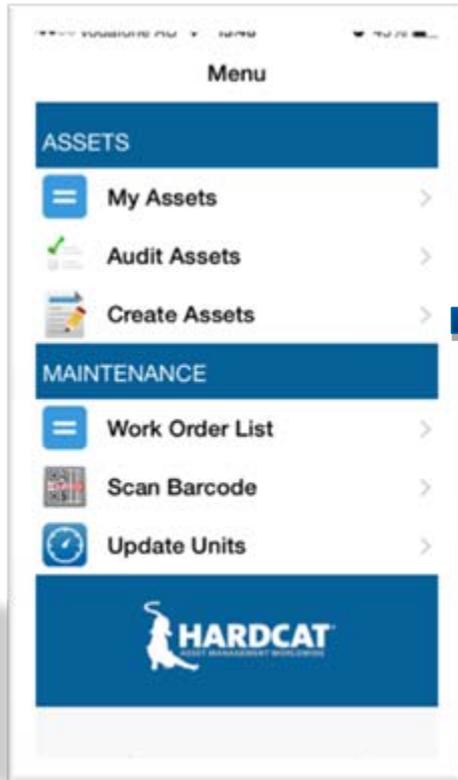
- Shows a list of all assets that are assigned to the user who is logged into micat
- User can view and edit the following fields of their assets:
  - Description
  - Location
  - Person
  - Cost Centre
  - Condition
  - Status
- The user can view existing files & photos and attach new files & photos to the asset
- The asset list can be further filtered by Person and Location fields
- Each asset in the list has two configurable colour dots to indicate the assets current status and condition.  
E.g., green to represent an asset in 'Good' condition and Red to represent an asset in 'Faulty' condition.

# MiCat Menu - Assets (Continued)



- User can filter their asset list by Person and Location fields
- On the Asset list, the following fields of assets are displayed:
  - Asset Description
  - Condition
  - Status
- Coloured dots represent the condition and status of an asset, which is configurable in the main database.

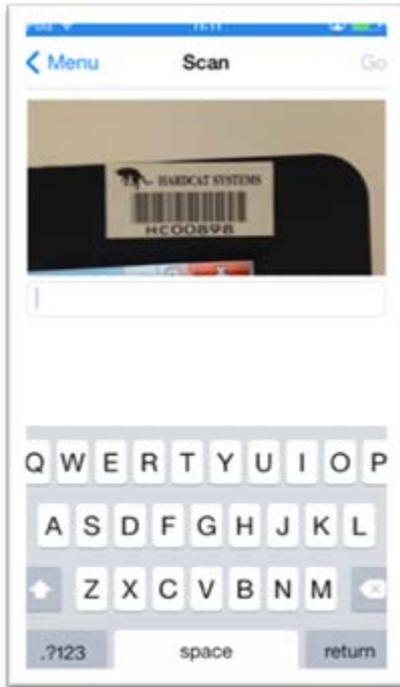
# MiCat Menu - Assets (Continued)



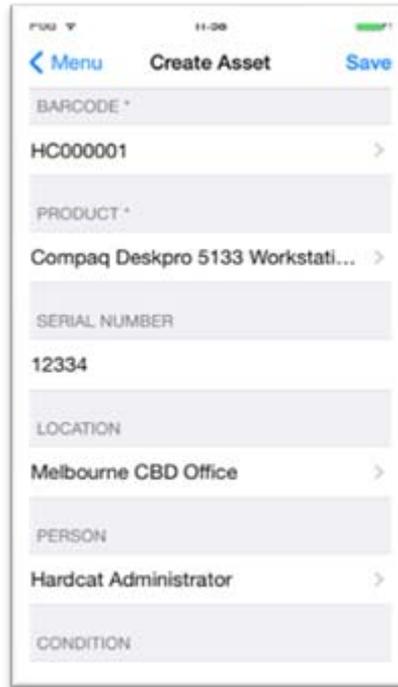
- This function allows a user to create new assets to be added to the Hardcat database
  - The following properties of the asset can be captured from this function:
    - Barcode\*
    - Product\*
    - Serial Number
    - Location
    - Person
    - Cost Centre
    - Condition
    - Status
    - Files/Pictures
- \* Represents mandatory fields

# MiCat Menu - Asset Creation

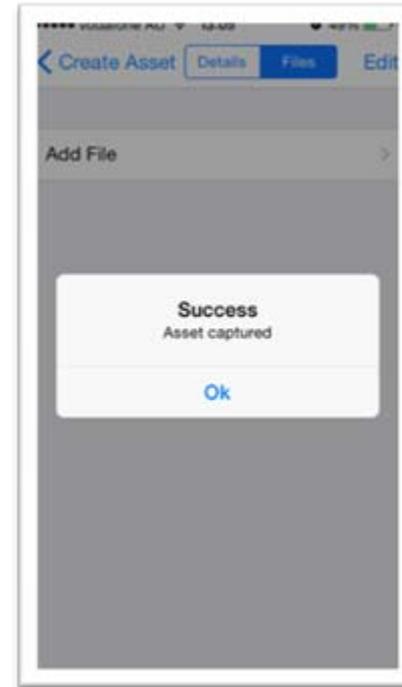
## 1 – Scan Barcode



## 2 – Add Details

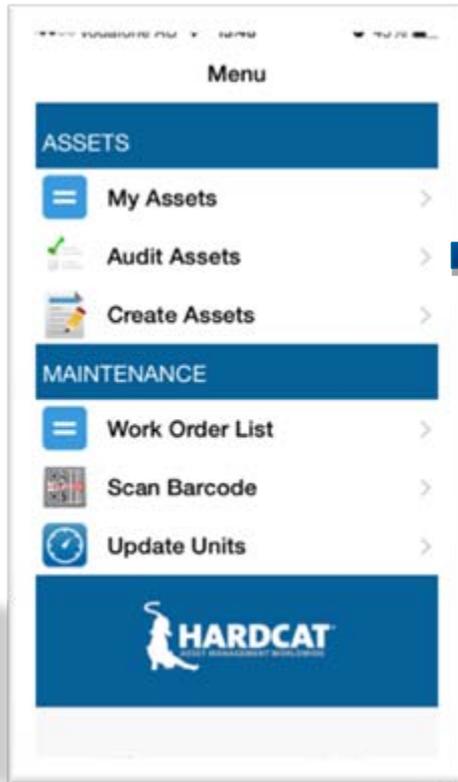


## 3 – Click Save



- 3 Step process to create assets as illustrated in above steps
- Once asset is created, user is able to add additional details against the newly captured asset and upload files/Photographs

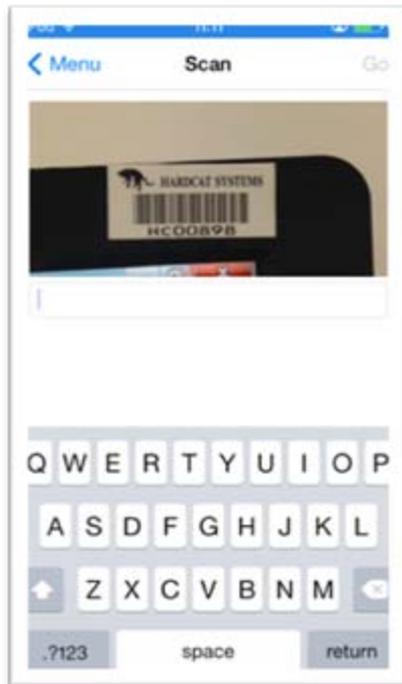
# MiCat Menu - Asset Audit



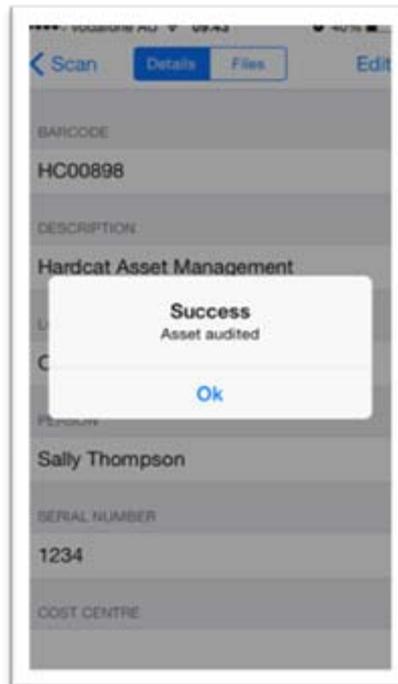
- This function allows a user to audit assets
- The following properties of the asset can be updated from this function:
  - Description
  - Location
  - Person
  - Serial Number
  - Cost Centre
  - Condition
  - Status
  - Files/Pictures

# MiCat Menu - Asset Audit (Continued)

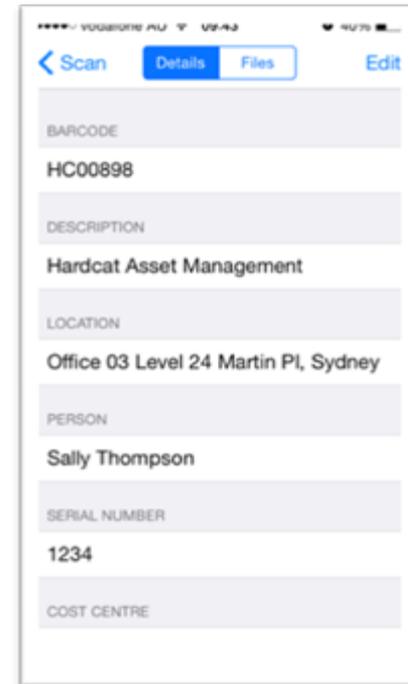
## 1 – Scan Barcode



## 2 – Audit Asset

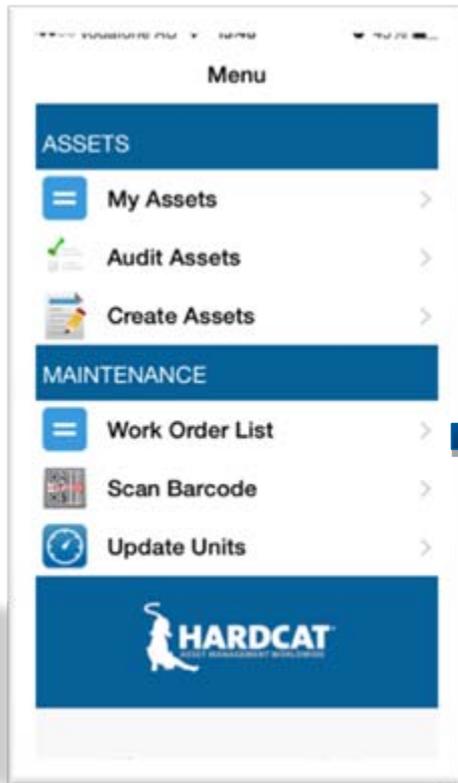


## 3 – Update Details



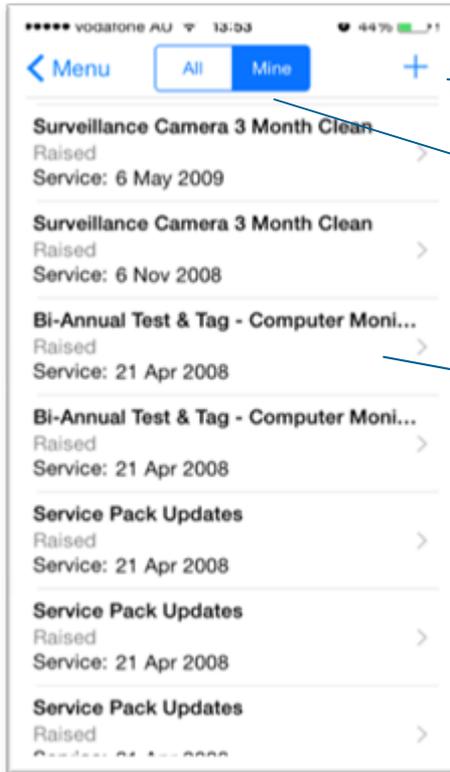
- 3 Step process to audit assets as illustrated in above screen shots
- Once asset is audited user is able to update asset details and upload files/photographs

# MiCat Menu - Work Orders



- Shows a list of work orders that are assigned to the user who is logged into micat
- User can modify the filter and choose to view all work orders in the system
- User can also create new work orders and link them to an asset
- User can view and edit the following fields of a work order:
  - Description
  - Service Date
  - Service Time
  - More Text
  - Asset Condition
  - Location
  - Engineer
  - Status
  - Priority
- The user can view existing files & photos and attach new files & photos to the work order
- User can also view/edit/create work order actions
- User can view and edit work order presets

# MiCat Menu - Work Orders (Continued)



- Click on the + sign to create a new ad-hoc work order
- Filter work order list by All open work orders or just those assigned to you
- On the work order list, the following fields work order fields are displayed:
  - Description
  - Status
  - Service Date
- To view the full work order, simply click on desired work order
- Once field technician completes and closes a work order, it is automatically removed from his list and updated in the Hardcat database

# MiCat Menu - Work Orders (Continued)

## WO Details

CODE  
WO000151

DESCRIPTION \*  
Surveillance Camera 3 Month Clean

SERVICE DATE \*  
6 Nov 2014

SERVICE TIME  
10:16:44

TASK NAME (READ ONLY)  
Surveillance Camera 3 Month Clean

ASSET  
Nikon Surveillance Camera NK100

## WO Actions

Add Action

work performed as per checklist  
Aaron Peters  
20 Oct 2014 10:23:04

waiting on parts  
Anthony O'Brien  
20 Oct 2014

## WO Presets

RISK ASSESSMENT  
1

CHECK LENS FOR DAMAGE  
Fail

LENS CLEANED WITH ALCOHOL?  
No

FAILURE ASSESSMENT  
Small

COLOUR OF COVER  
Red

## Files

Add File

Camera Cleaning Kit.jpg 55.65 kb

Camera-Lens-Dirty.jpg 27.66 kb

User manual.pdf 0.28 mb

Service Notes.doc 0.13 mb

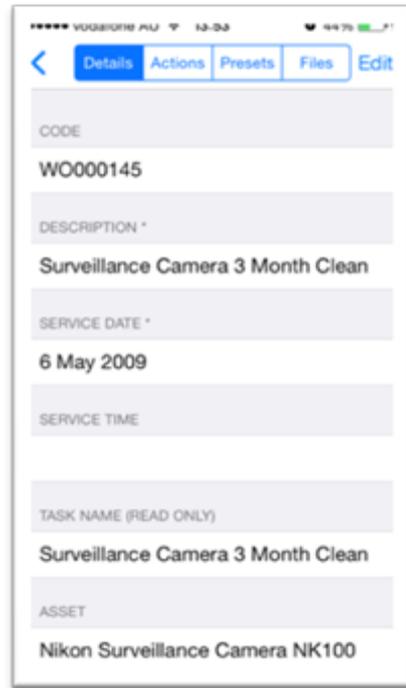
- Field technicians are given full access to existing and new work orders on their smartphone with the ability to track and record work performed, view and edit priority & status, add cost of parts and labour and ultimately close work orders off in the field.

# MiCat Menu - Work Orders (Continued)

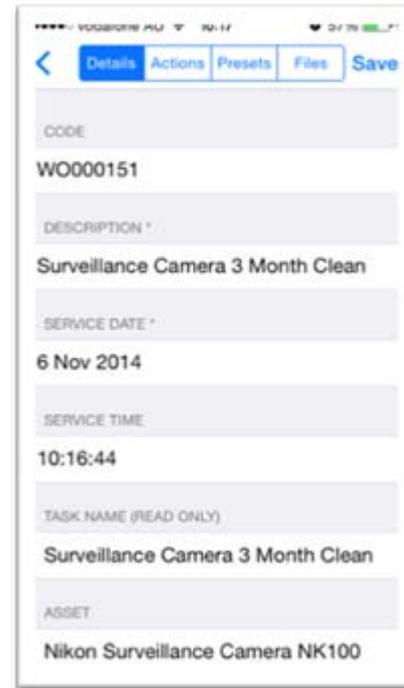
1 - Click + Symbol



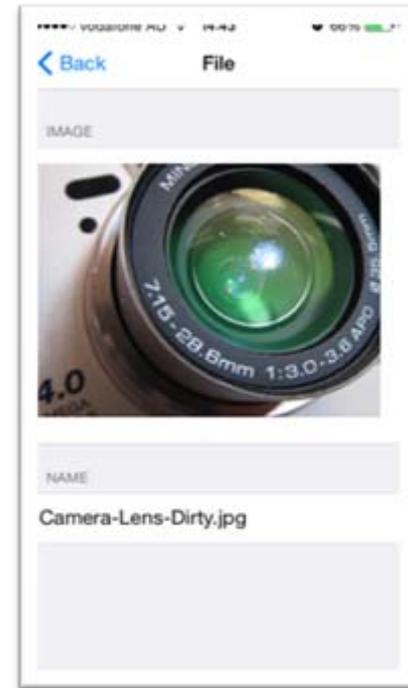
2 - Enter details



3 - Click Save

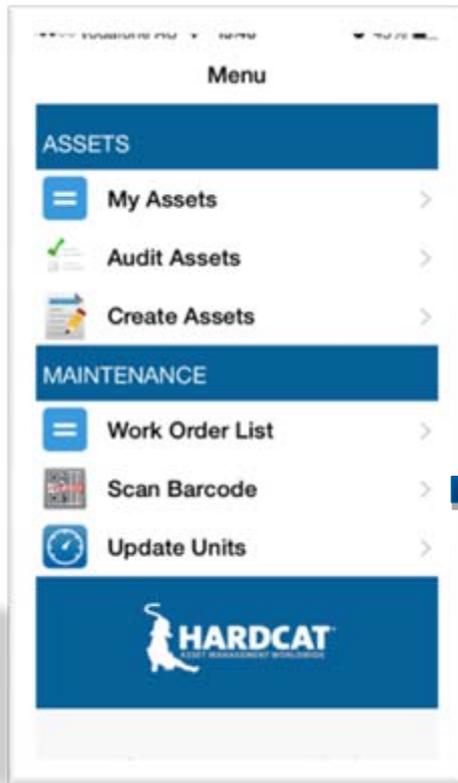


4 - Take photos



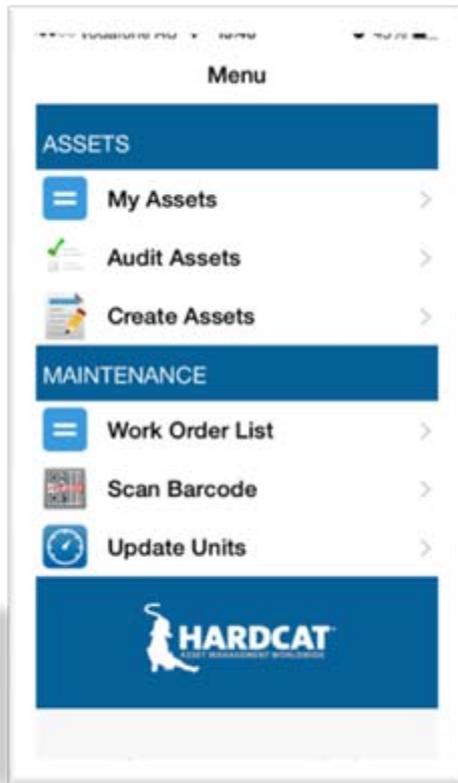
- 3 or 4 Step process to create new work order as illustrated in above steps
- Once a work order is created, user is able to add more details (such as presets, actions) and upload files/photographs

# MiCat Menu - Work Orders (Continued)



- User can scan an asset barcode to find outstanding work orders for that particular asset thereby reducing the time needed to scroll through the work order list
- This feature can be used to check if any asset has any associated work order - creating efficiencies for field staff

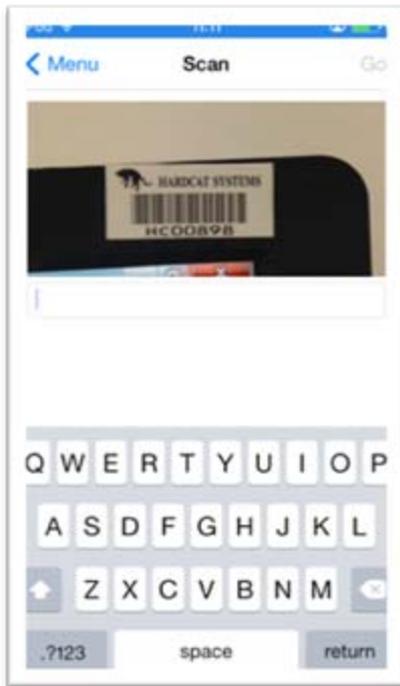
# MiCat Menu - Work Orders (Continued)



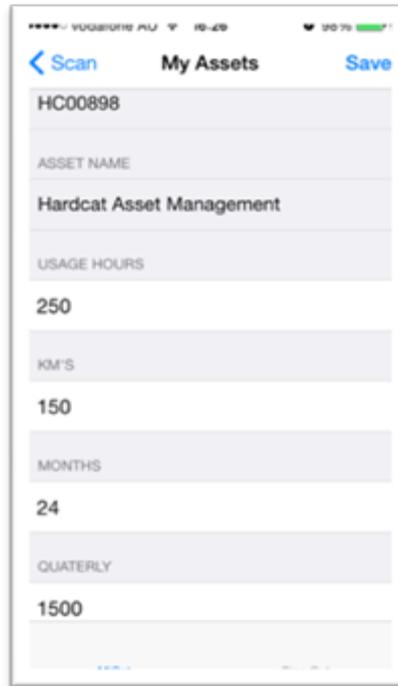
- Scan asset barcode and update its units, which is configurable in the Hardcat database
- Different types of units can be recorded against an asset. E.g., kilometres, tyre pressure, litres of fuel, no. of cycles, usage
- Unit types are configurable and are applied against all assets

# MiCat Menu - Work Orders (Continued)

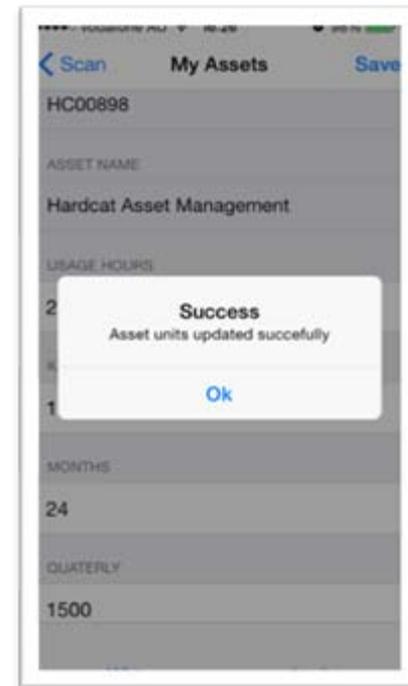
1 – Scan Barcode



2 – Update Units



3 – Click Save



- 3 Step process to update asset units as illustrated in above steps
- The units can be tied to a maintenance regime so that work order can be automatically created based on the units of an asset hitting a particular value

Questions / Queries / Feedback?

Please let us know at [sales@hardcat.com](mailto:sales@hardcat.com)