



The one, complete solution  
**asgard**

# PM Management

PREVENTATIVE MAINTENANCE TRAINING WORKBOOK

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# Active PM Screen

Notes

Work  
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Completed

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Last  
Completed

File Organization Site Facilities Tools Help

Directory Account List Expense Search Locations Assets Work Orders PM Progress Inspections Supply Chain Cleans Incidents Training/How To...

Welcome Page Active PM Work

View Assign/Reassign Unassign Complete Cancel Mass Actions Show Future Items Clear Filter

Select Location Filter Clear Location Filter

Drag a column header here to group by that column

Aging	ID	Work Requested	Location	Assigned To	Occupied State ...	Last Completed	Days Since Last Completed	Start At	Department	Type	Priority
OK	40215	Villa Care Abbreviated PM-ANN	#6303 (Master)	[None]	Not Occupied	4/12/2021		394 Sun 4/10 0:00	Engineering	Villa/Unit PrevMaint*	Med
OK	40219	Villa Care Abbreviated PM-ANN	#6309 (Master)	[None]	Not Occupied	4/5/2022		36 Sun 4/10 0:00	Engineering	Villa/Unit PrevMaint*	Low
OK	40220	Villa Care Abbreviated PM-ANN	#6203 (Master)	[None]	Not Occupied	4/5/2022		36 Sun 4/10 0:00	Engineering	Villa/Unit PrevMaint*	Low
OK	40221	Villa Care Abbreviated PM-ANN	#6211 (2 Bdrm - Lockoff)	[None]	Not Occupied	4/12/2021		394 Sun 4/10 0:00	Engineering	Villa/Unit PrevMaint*	Med
OK	40216	Villa Care Abbreviated PM-ANN	#6217 (2 Bdrm - Lockoff - ADA)	[None]	Not Occupied	4/12/2021		394 Sun 4/10 0:00	Engineering	Villa/Unit PrevMaint*	Med
OK	40217	Villa Care Abbreviated PM-ANN	#6209 (Master)	[None]	Not Occupied	4/12/2021		394 Sun 4/10 0:00	Engineering	Villa/Unit PrevMaint*	Med
OK	40218	Villa Care Abbreviated PM-ANN	#6219 (2 Bdrm - Lockoff)	[None]	Not Occupied	4/5/2022		36 Sun 4/10 0:00	Engineering	Villa/Unit PrevMaint*	Low
OK	40222	Villa Care Abbreviated PM-ANN	#6221 (Master)	[None]	Not Occupied	4/5/2022		36 Sun 4/10 0:00	Engineering	Villa/Unit PrevMaint*	Low
OK	40233	Villa Care Abbreviated PM-ANN	#6311 (Master)	[None]	Not Occupied	4/12/2021		394 Sun 4/10 0:00	Engineering	Villa/Unit PrevMaint*	Med
OK	40234	Villa Care Abbreviated PM-ANN	#6303 (2 Bdrm - Lockoff)	[None]	Not Occupied	4/12/2021		394 Sun 4/10 0:00	Engineering	Villa/Unit PrevMaint*	Med
OK	40223	Villa Care Abbreviated PM-ANN	#6201 (2 Bdrm - Lockoff)	[None]	Not Occupied	5/17/2021		359 Sun 4/10 0:00	Engineering	Villa/Unit PrevMaint*	Med
OK	40224	Villa Care Abbreviated PM-ANN	#5403 (Master)	[None]	Not Occupied	5/17/2021		359 Sun 4/10 0:00	Engineering	Villa/Unit PrevMaint*	Med
OK	40232	Villa Care Abbreviated PM-ANN	#6411 (2 Bdrm - Lockoff)	[None]	Not Occupied	4/12/2021		394 Sun 4/10 0:00	Engineering	Villa/Unit PrevMaint*	Med
OK	40271	Villa Care Abbreviated PM-ANN	#6307 (Master)	[None]	Not Occupied	5/17/2021		359 Sun 4/10 0:00	Engineering	Villa/Unit PrevMaint*	Med
OK	40275	Villa Care Abbreviated PM-ANN	#6109 (Master)	[None]	Not Occupied	5/17/2021		359 Sun 4/10 0:00	Engineering	Villa/Unit PrevMaint*	Med
OK	40276	Villa Care Abbreviated PM-ANN	#5407 (Master)	[None]	Not Occupied	5/17/2021		359 Sun 4/10 0:00	Engineering	Villa/Unit PrevMaint*	Med
OK	40277	Villa Care Abbreviated PM-ANN	#6417 (2 Bdrm - Lockoff)	[None]	Not Occupied	5/17/2021		359 Sun 4/10 0:00	Engineering	Villa/Unit PrevMaint*	Med
OK	40278	Villa Care Abbreviated PM-ANN	#6217 (Master - ADA)	[None]	Not Occupied	5/17/2021		359 Sun 4/10 0:00	Engineering	Villa/Unit PrevMaint*	Med
OK	40279	Villa Care Abbreviated PM-ANN	#6401 (Master)	[None]	Not Occupied	5/17/2021		359 Sun 4/10 0:00	Engineering	Villa/Unit PrevMaint*	Med
OK	40272	Villa Care Abbreviated PM-ANN	#6203 (2 Bdrm - Lockoff)	[None]	Not Occupied	5/17/2021		359 Sun 4/10 0:00	Engineering	Villa/Unit PrevMaint*	Med
OK	40273	Villa Care Abbreviated PM-ANN	#6415 (Master)	[None]	Not Occupied	5/17/2021		359 Sun 4/10 0:00	Engineering	Villa/Unit PrevMaint*	Med
OK	40274	Villa Care Abbreviated PM-ANN	#6305 (2 Bdrm - Lockoff)	[None]	Not Occupied	5/17/2021		359 Sun 4/10 0:00	Engineering	Villa/Unit PrevMaint*	Med
OK	40874	Checklist: Make Coffee - DLY	Main Lobby	[None]	Not Occupied	4/23/2022		18 Thu 5/12 0:00	Front Office	Checklist*	Med
OK	40342	Villa Care General Clean PM-QTR	Fitness Center	[None]	Occupied	1/11/2022		121 Mon 4/11 0:00	Housekeeping	Villa/Unit General Cl...	Med
OK	40347	Villa Care General Clean PM-QTR	#3315 (2 Bdrm - Lockoff)	[None]	Not Occupied	1/11/2022		121 Mon 4/11 0:00	Housekeeping	Villa/Unit General Cl...	Med
OK	40367	Villa Care General Clean PM-QTR	#3311 (Master - ADA)	[None]	Not Occupied	4/5/2022		36 Mon 4/11 0:00	Housekeeping	Villa/Unit General Cl...	Low
OK	40345	Villa Care General Clean PM-QTR	#2408 (Guest Villa)	[None]	Not Occupied	1/11/2022		121 Mon 4/11 0:00	Housekeeping	Villa/Unit General Cl...	Med

143 Work Ord...

# Assigning PMs

## Notes

### Assign PMs one at a time

Aging	ID	Work Requested	Location	Assigned To	Occupied State ...	Last Completed
OK	41027	Villa Care Quick Check-BIWKLY	#2208 (Guest Villa)	[None]	Not Occupied	4/5/2022
OK	41028	Villa Care Quick Check-BIWKLY	#2204 (Guest Villa)	[None]	Not Occupied	5/24/2022
OK	41029	Villa Care Quick Check-BIWKLY	#2217 (2 Bdrm - Lockoff)	User Full Name		5/24/2022
OK	41030	Villa Care Quick Check-BIWKLY		[None]		5/24/2022
OK	41031	Villa Care Quick Check-BIWKLY		Arty Fischel		5/24/2022
OK	41032	Villa Care Quick Check-BIWKLY	#2210 (Guest Villa)	Chase Horne		5/24/2022
OK	41033	Villa Care Quick Check-BIWKLY	#2206 (Guest Villa)	George Wales		5/24/2022
OK	41034	Villa Care Quick Check-BIWKLY	#2207 (Master)	Jackie Jimenez_Katana		5/24/2022
OK	41035	Villa Care Quick Check-BIWKLY	#2201 (2 Bdrm - Lockoff)	Jason Heath		5/24/2022
OK				Jodie Knight		5/24/2022
				x		

Use the drop-down menu

### Or assign multiple PMs at once

View	Assign/Reassign	Unassign	Complete	Cancel	Mass Actions	<input type="checkbox"/> Show Future Items	Clear Filter
Select Location Filter	Location Filter						
Aging	ID	Work Requested	Location	Assigned To	Occupied State	Last Completed	Days Since Last Completed
OK	41027	Villa Care Quick Check-BIWKLY	#2208 (Guest Villa)	[None]	Not Occupied	4/5/2022	
OK	41028	Villa Care Quick Check-BIWKLY	#2204 (Guest Villa)	[None]	Not Occupied	5/24/2022	
OK	41029	Villa Care Quick Check-BIWKLY	#2217 (2 Bdrm - Lockoff)	[None]	Not Occupied	5/24/2022	
OK	41030	Villa Care Quick Check-BIWKLY	#2209 (2 Bdrm - Lockoff)	[None]	Not Occupied	5/24/2022	
OK	41031	Villa Care Quick Check-BIWKLY	#2215 (Master)	[None]	Not Occupied	5/24/2022	
OK	41032	Villa Care Quick Check-BIWKLY	#2210 (Guest Villa)	[None]	Not Occupied	5/24/2022	
OK	41033	Villa Care Quick Check-BIWKLY	#2206 (Guest Villa)	[None]	Not Occupied	5/24/2022	
OK	41034	Villa Care Quick Check-BIWKLY	#2207 (Master)	[None]	Not Occupied	5/24/2022	
OK	41035	Villa Care Quick Check-BIWKLY	#2201 (2 Bdrm - Lockoff)	[None]	Not Occupied	5/24/2022	
OK	41036	Villa Care Quick Check-BIWKLY	#2212 (Guest Villa)	[None]	Not Occupied	5/24/2022	

Click and drag your mouse to select multiple PMs and click **Assign/Reassign**

View	Assign/Reassign	Unassign	Complete	Cancel	Mass Actions	<input type="checkbox"/> Show Future Items	Clear Filter
Select Location Filter	Location Filter						
Aging	ID	Work Requested	Location	Assigned To	Occupied State	Last Completed	Days Since Last Completed
OK	41027	Villa Care Quick Check-BIWKLY	#2208 (Guest Villa)	[None]	Not Occupied	4/5/2022	56 Mon 5/
OK	41028	Villa Care Quick Check-BIWKLY	#2204 (Guest Villa)	[None]	Not Occupied	5/24/2022	7 Mon 5/
OK	41029	Villa Care Quick Check-BIWKLY	#2217 (2 Bdrm - Lockoff)	[None]	Not Occupied	5/24/2022	7 Mon 5/
OK	41030	Villa Care Quick Check-BIWKLY	#2209 (2 Bdrm - Lockoff)	[None]	Not Occupied	5/24/2022	7 Mon 5/
OK	41031	Villa Care Quick Check-BIWKLY	#2215 (Master)	[None]	Not Occupied	5/24/2022	7 Mon 5/
OK	41032	Villa Care Quick Check-BIWKLY	#2210 (Guest Villa)	[None]	Not Occupied	5/24/2022	7 Mon 5/
OK	41033	Villa Care Quick Check-BIWKLY	#2206 (Guest Villa)	[None]	Not Occupied	5/24/2022	7 Mon 5/

Use **Ctrl** and your mouse to select multiple PMs and click **Assign/Reassign**

Scan QR Code for detailed instructions on Assigning PMs





# Using Filters and Sorting

Notes

Filter for a Location to assign all PMs to one person

View Assign/Reassign Unassign Complete Cancel Mass Actions ☐ Show Future Items Clear Filter View Matrix Print Refresh Reports Close

Select Location Filter Clear Location Filter

Drag a column header here to group by that column

Aging	ID	Work Requested	Location	Assigned To	Occupied State ...	Last Completed	Days Since Last Completed	Start At	Department	Type	Priority
OK	41475	Villa Care Quick Check PM-Weekly	#0001 (VILAR - 2 Bdrm)	[None]	Occupied	5/26/2022	13	Sun 6/5 0:00	Engineering	ENG: Villa Care: Qui...	Low
OK	5084	Villa Care AC Coil PM-ANN	#0001 (VILAR - 2 Bdrm)	[None]	Occupied			Sat 1/1 0:00	Engineering	ENG: Villa Care: HV...	Medium
OK	2468	Villa Care Abbreviated PM-ANN	#0001 (VILAR - 2 Bdrm)	[None]	Occupied			Sat 1/1 0:00	Engineering	Villa/Unit PrevMaint	Medium
OK	1491	Villa Care Full PM-ANN	#0001 (VILAR - 2 Bdrm)	[None]	Occupied			Sat 1/1 0:00	Engineering	Villa/Unit PrevMaint	Medium
OK	6655	Villa Care AC Filter PM-QTR	#0001 (VILAR - 2 Bdrm)	[None]	Occupied			Fri 4/1 0:00	Engineering	ENG: Villa Care: HV...	Medium

Prioritizing Your Most Critical Work

Filter for Work Requested

Sort the *Days Since Last Completed* column to see the location where it has been the longest since the work was completed

View Assign/Reassign Unassign Complete Cancel Mass Actions ☐ Show Future Items Clear Filter View Matrix Print Refresh Reports Close

Select Location Filter Clear Location Filter

Drag a column header here to group by that column

Aging	ID	Work Requested	Location	Assigned To	Occupied State ...	Last Completed	Days Since Last Completed	Start At	Department	Type	Priority	Last Assignment
OK	3448125	Air Handler PM-QTR	#6411 (2 Bdrm - Lockoff)	[None]	Not Occupied	3/10/2022	90	Fri 4/1 0:00	Engineering	Preventative Mainte...	Low	5/3/2022 10:33 AM
OK	3448123	Air Handler PM-QTR	#6401 (Master)	[None]	Not Occupied	3/13/2022	87	Fri 4/1 0:00	Engineering	Preventative Mainte...	Low	3/19/2022 7:34 AM
OK	3448119	Air Handler PM-QTR	#6405 (Master)	[None]	Not Occupied	3/13/2022	87	Fri 4/1 0:00	Engineering	Preventative Mainte...	Low	3/19/2022 7:34 AM
OK	3448137	Air Handler PM-QTR	#2211 (Master)	[None]	Not Occupied	3/13/2022	87	Fri 4/1 0:00	Engineering	Preventative Mainte...	Low	3/19/2022 7:34 AM
OK	3448133	Air Handler PM-QTR	#2207 (2 Bdrm - Lockoff)	[None]	Not Occupied	3/22/2022	78	Fri 4/1 0:00	Engineering	Preventative Mainte...	Low	3/19/2022 7:34 AM
OK	3448135	Air Handler PM-QTR	#2208 (Guest Villa)	[None]	Not Occupied	3/26/2022	74	Fri 4/1 0:00	Engineering	Preventative Mainte...	Low	5/3/2022 10:33 AM
OK	3448132	Air Handler PM-QTR	#2204 (Guest Villa)	[None]	Not Occupied	3/26/2022	74	Fri 4/1 0:00	Engineering	Preventative Mainte...	Low	5/3/2022 10:33 AM
OK	3448120	Air Handler PM-QTR	#2209 (2 Bdrm - Lockoff)	[None]	Not Occupied	3/26/2022	74	Fri 4/1 0:00	Engineering	Preventative Mainte...	Low	5/3/2022 10:33 AM
OK	3448124	Air Handler PM-QTR	#2215 (Master)	[None]	Not Occupied	3/26/2022	74	Fri 4/1 0:00	Engineering	Preventative Mainte...	Low	5/3/2022 10:33 AM
OK	3448128	Air Handler PM-QTR	#2210 (Guest Villa)	[None]	Not Occupied	3/26/2022	74	Fri 4/1 0:00	Engineering	Preventative Mainte...	Low	5/28/2022 4:20 PM
OK	3448139	Air Handler PM-QTR	#2206 (Guest Villa)	[None]	Not Occupied	3/26/2022	74	Fri 4/1 0:00	Engineering	Preventative Mainte...	Low	3/19/2022 7:34 AM
OK	3448131	Air Handler PM-QTR	#2207 (Master)	[None]	Not Occupied	3/27/2022	73	Fri 4/1 0:00	Engineering	Preventative Mainte...	Low	5/3/2022 10:33 AM
OK	3448134	Air Handler PM-QTR	#2212 (Guest Villa)	[None]	Not Occupied	3/29/2022	71	Fri 4/1 0:00	Engineering	Preventative Mainte...	Low	3/19/2022 7:34 AM
OK	3448138	Air Handler PM-QTR	#2216 (Guest Villa)	[None]	Not Occupied	3/29/2022	71	Fri 4/1 0:00	Engineering	Preventative Mainte...	Low	3/19/2022 7:34 AM

Scan QR Code for detailed instructions on Prioritizing PMs



# Completing PMs

Notes

View Assign/Reassign Unassign Complete Cancel Mass Actions ☐ Show Future Items Clear Filter

Select Location Filter Clear Location Filter

Drag a column header here to group by that column

Aging	ID	Work Requested	Location	Assigned To
OK	41111	Villa Care Quick Check-BIWKLY	#6405 (Master)	Kayla Katana_Denise
OK	41110	Villa Care Quick Check-BIWKLY	#6401 (Master)	Kayla Katana_Denise
OK	41109	Villa Care Quick Check-BIWKLY	#6411 (2 Bdrm - Lockoff)	Kayla Katana_Denise
OK	41030	Villa Care Quick Check-BIWKLY	#2209 (2 Bdrm - Lockoff)	Kayla Katana_Denise
OK	41028	Villa Care Quick Check-BIWKLY	#2204 (Guest Villa)	Kayla Katana_Denise
OK	41027	Villa Care Quick Check-BIWKLY	#2208 (Guest Villa)	Kayla Katana_Denise
OK	41025	Villa Care Quick Check-BIWKLY	#2207 (2 Bdrm - Lockoff)	Kayla Katana_Denise
OK	41024	Villa Care Quick Check-BIWKLY	#2211 (Master)	Kayla Katana_Denise

**Complete PMs individually**

**Complete Work Order**

**Actual Start and Completion:**

Started: ☐ Calculate 6/27/2022 at 2:00 PM

Duration: ☐ Calculate Days: 0 Hours: 0 Minutes: 0

Completed: ☒ Calculate 6/27/2022 at 2:00 PM

☐ This work order is being backdated (set Expected Start to Actual Start)

Comment:

OK Cancel

View Assign/Reassign Unassign Complete Cancel Mass Actions ☐ Show Future Items Clear Filter

Select Location Filter Clear Location Filter

Drag a column header here to group by that column

Aging	ID	Work Requested	Location	Assigned To	Occupied Status
OK	41111	Villa Care Quick Check-BIWKLY	#6405 (Master)	Kayla Katana_Denise	Not Occupied
OK	41110	Villa Care Quick Check-BIWKLY	#6401 (Master)	Kayla Katana_Denise	Not Occupied
OK	41109	Villa Care Quick Check-BIWKLY	#6411 (2 Bdrm - Lockoff)	Kayla Katana_Denise	Not Occupied
OK	41030	Villa Care Quick Check-BIWKLY	#2209 (2 Bdrm - Lockoff)	Kayla Katana_Denise	Not Occupied
OK	41028	Villa Care Quick Check-BIWKLY	#2204 (Guest Villa)	Kayla Katana_Denise	Not Occupied
OK	41027	Villa Care Quick Check-BIWKLY	#2208 (Guest Villa)	Kayla Katana_Denise	Not Occupied
OK	41025	Villa Care Quick Check-BIWKLY	#2207 (2 Bdrm - Lockoff)	Kayla Katana_Denise	Not Occupied
OK	41024	Villa Care Quick Check-BIWKLY	#2211 (Master)	Kayla Katana_Denise	Not Occupied

**Mass Complete PMs that are completed by the same person on the same day**

**Complete Work Orders...**

Dates and Times: ☒ Calculate Start ☐ Calculate Duration ☐ Calculate Completion

☒ Set the Same Value for All Work Orders

☐ Start Date/Times to: 6/9/2022 7:26 AM

☒ Durations to: Days: 0 Hours: 0 Minutes: 15

☐ Completion Date/Times to: 6/9/2022 7:26 AM

☐ Actions Taken to:

Go

Name	Started	Duration	Completed	Action Taken
Villa Care Quick Check-BIWKLY	6/9/2022 7:11 AM	000 days 00:15	6/9/2022 7:26 AM	
Villa Care Quick Check-BIWKLY	6/9/2022 7:11 AM	000 days 00:15	6/9/2022 7:26 AM	
Villa Care Quick Check-BIWKLY	6/9/2022 7:11 AM	000 days 00:15	6/9/2022 7:26 AM	
Villa Care Quick Check-BIWKLY	6/9/2022 7:11 AM	000 days 00:15	6/9/2022 7:26 AM	
Villa Care Quick Check-BIWKLY	6/9/2022 7:11 AM	000 days 00:15	6/9/2022 7:26 AM	
Villa Care Quick Check-BIWKLY	6/9/2022 7:11 AM	000 days 00:15	6/9/2022 7:26 AM	
Villa Care Quick Check-BIWKLY	6/9/2022 7:11 AM	000 days 00:15	6/9/2022 7:26 AM	
Villa Care Quick Check-BIWKLY	6/9/2022 7:11 AM	000 days 00:15	6/9/2022 7:26 AM	

Comments (for all):

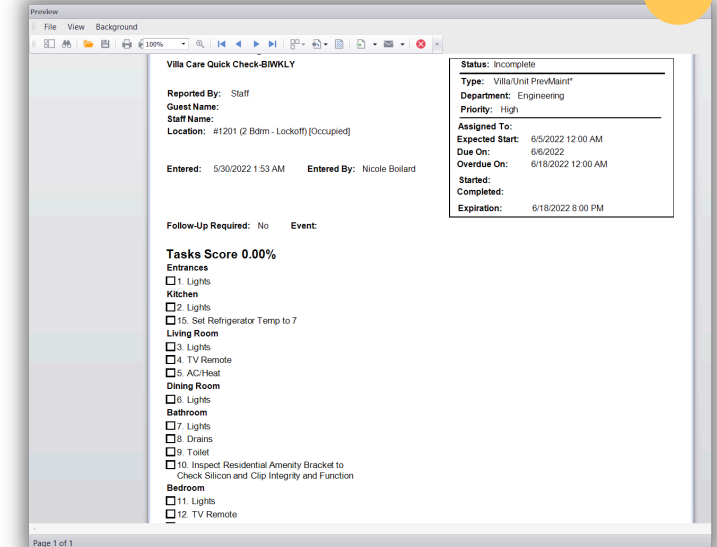
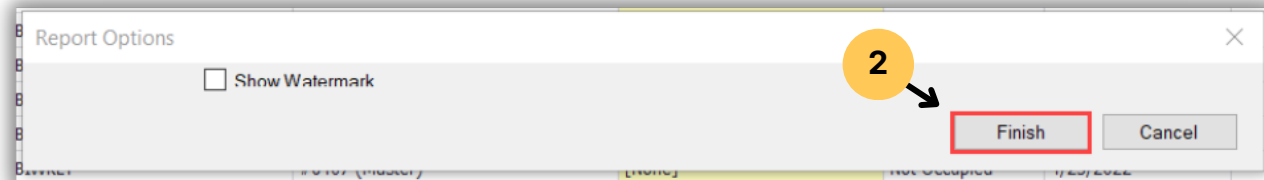
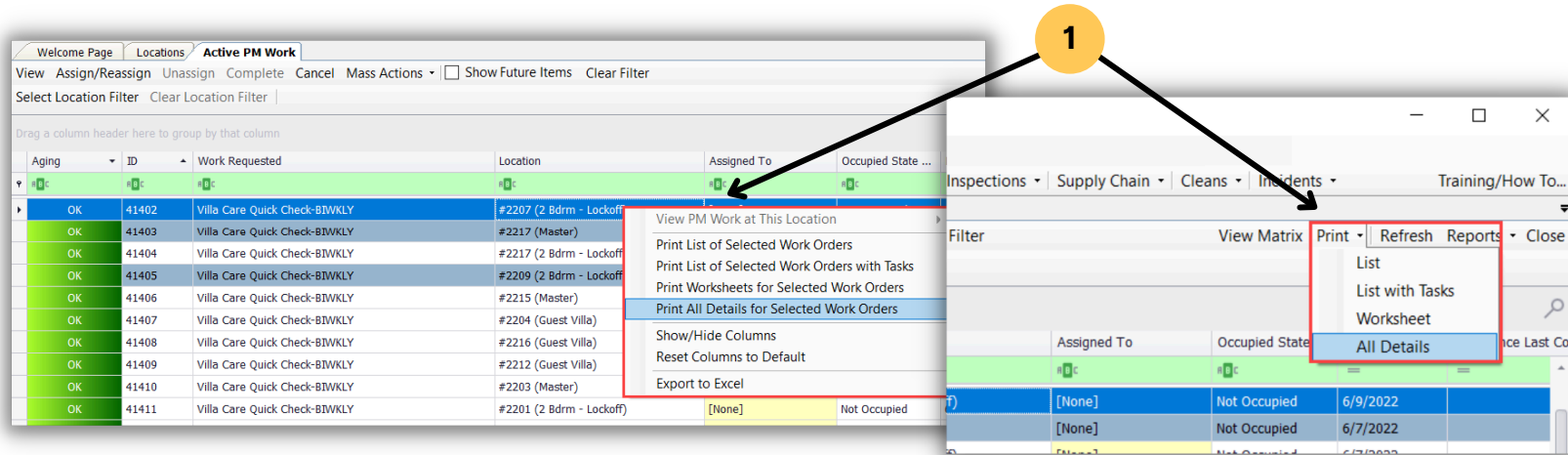
OK Cancel

Scan QR Code for detailed instructions on how to Complete PMs



# Printing PMs

## Notes



### 1. To Print:

- Highlight the work order(s) you would like to print and right-click and select *Print All Details for Selected Work Orders*

### OR

- Highlight the work order(s) and use the *Print* drop-down menu to select *All Details*

### 2. Click *Finish* when the dialog box pops up

### 3. The worksheet will open up in a separate window where you can print by clicking the *Printer Icon*

# PM Matrix

Notes

Highlight the PM you want to view and click **View Matrix**

Asgard -- MVW Training Site (MVW Training Resources)

File Organization Site Facilities Tools Help

Directory Account List Expense Search Locations Assets Work Orders PM Projects Inspections Supply Chain Cleans Incidents Training/How To...

Welcome Page Create Work Order Recently Completed Work Orders Shift Management **Active PM Work - Engineering** PM Matrix - Villa Care Quick Check-BIWKLY

View Assign/Reassign Unassign Complete Cancel Mass Actions Show Future Items Clear Filter View Matrix Print Refresh Reports Close

Select Location Filter Clear Location Filter

Drag a column header here to group by that column

Aging	ID	Work Requested	Location	Assigned To	Occupied State ...	Last Completed	Days Since Last Completed	Start At
OK	41037	Villa Care Quick Check-BIWKLY	#2216 (Guest Villa)	[None]	Not Occupied	5/24/2022		13 Mon 5/30 0:00
OK	41100	Villa Care Quick Check-BIWKLY	#6401 (2 Bdrm - Lockoff)	[None]	Not Occupied	4/23/2022		44 Fri 6/3 0:00
OK	41110	Villa Care Quick Check-BIWKLY	#6401 (Master)	[None]	Not Occupied	4/25/2022		43 Fri 6/3 0:00
OK	41096	Villa Care Quick Check-BIWKLY	#6402 (Guest Villa)	[None]	Not Occupied	5/2/2022		35 Fri 6/3 0:00
OK	41107	Villa Care Quick Check-BIWKLY	#6403 (2 Bdrm - Lockoff)	[None]	Not Occupied	4/6/2022		61 Fri 6/3 0:00

Welcome Page Create Work Order Recently Completed Work Orders Shift Management **Active PM Work - Engineering** **PM Matrix - Villa Care Quick Check-BIWKLY** Print Refresh Close

☐ Show Last Completion Date (Double-click red and yellow items to view the work order) Filter by Occupied Status

#1201 (2 Bdrm - Lockoff) Occupied	#1201 (2 Bdrm - Lockoff) Occupied	#1203 (2 Bdrm - Lockoff) Occupied	#1205 (2 Bdrm - Lockoff) Occupied	#1207 (2 Bdrm - Lockoff) Not Occupied	#1209 (2 Bdrm - Lockoff) Not Occupied
#2201 (2 Bdrm - Lockoff) Not Occupied	#2201 (Master) Not Occupied	#2202 (Guest Villa) Not Occupied	#2203 (2 Bdrm - Lockoff) Not Occupied	#2203 (Master) Not Occupied	#2204 (Guest Villa) Not Occupied
#2205 (Master) Not Occupied	#2206 (Guest Villa) Not Occupied	#2207 (2 Bdrm - Lockoff) Not Occupied	#2207 (Master) Not Occupied	#2208 (Guest Villa) Not Occupied	#2209 (2 Bdrm - Lockoff) Not Occupied
#2210 (Guest Villa) Not Occupied	#2211 (2 Bdrm - Lockoff) Not Occupied	#2211 (Master) Not Occupied	#2212 (Guest Villa) Not Occupied	#2215 (2 Bdrm - Lockoff) Not Occupied	#2216 (Master) Not Occupied
#2217 (2 Bdrm - Lockoff) Not Occupied	#2217 (Master) Not Occupied	#6310 (Guest Villa) Not Occupied	#6311 (2 Bdrm - Lockoff) Not Occupied	#6311 (Master) Not Occupied	#6312 (Guest Villa) Not Occupied
#6315 (Master) Not Occupied	#6316 (Guest Villa) Not Occupied	#6317 (2 Bdrm - Lockoff - ADA) Not Occupied	#6317 (Master - ADA) Not Occupied	#6318 (Guest Villa - ADA) Not Occupied	#6319 (2 Bdrm - Lockoff) Not Occupied
#6320 (Guest Villa) Not Occupied	#6321 (2 Bdrm - Lockoff) Not Occupied	#6321 (Master) Not Occupied	#6322 (Guest Villa) Not Occupied	#6401 (2 Bdrm - Lockoff) Not Occupied	#6401 (Master) Not Occupied
#6403 (2 Bdrm - Lockoff) Not Occupied	#6403 (Master) Not Occupied	#6404 (Guest Villa) Not Occupied	#6405 (2 Bdrm - Lockoff) Not Occupied	#6405 (Master) Not Occupied	#6406 (Guest Villa) Not Occupied
#6407 (Master) Not Occupied	#6408 (Guest Villa) Not Occupied	#6409 (2 Bdrm - Lockoff) Not Occupied	#6409 (Master) Not Occupied	#6410 (Guest Villa) Not Occupied	#6411 (2 Bdrm - Lockoff) Not Occupied
#6412 (Guest Villa) Not Occupied	#6415 (2 Bdrm - Lockoff) Not Occupied	#6415 (Master) Not Occupied	#6416 (Guest Villa) Not Occupied	#6417 (2 Bdrm - Lockoff) Not Occupied	#6417 (Master) Not Occupied
#6421 (Master) Not Occupied	#6422 (Guest Villa) Not Occupied				#6418 (Guest Villa) Not Occupied

72 Items 34 (47.22%) Complete (Green) 0 (0.00%) Superseded (Blue) 35 (48.61%) Incomplete (Yellow and Red) 3 (4.17%) Unsuccessful and Not Planned (Orange)

kross MVW Training Site Work order mass complete successful

Double-click on a unit in the matrix to view the PM Details screen

Scan QR Code for detailed instructions on using the PM Matrix



**Green**

Has been completed for the current period

**Yellow**

Has not been completed this period, but was completed last period

**Red**

Has not been completed for the previous two periods