



D A M S T R A

Update Vehicle
Running Costs

Safety

[DISCLAIMER]

This presentation document has been prepared by Damstra Technology Limited ("Damstra") and is intended for off line demonstration, presentation and educational purposes.

The information is not version controlled and as such is subject to change without notice.

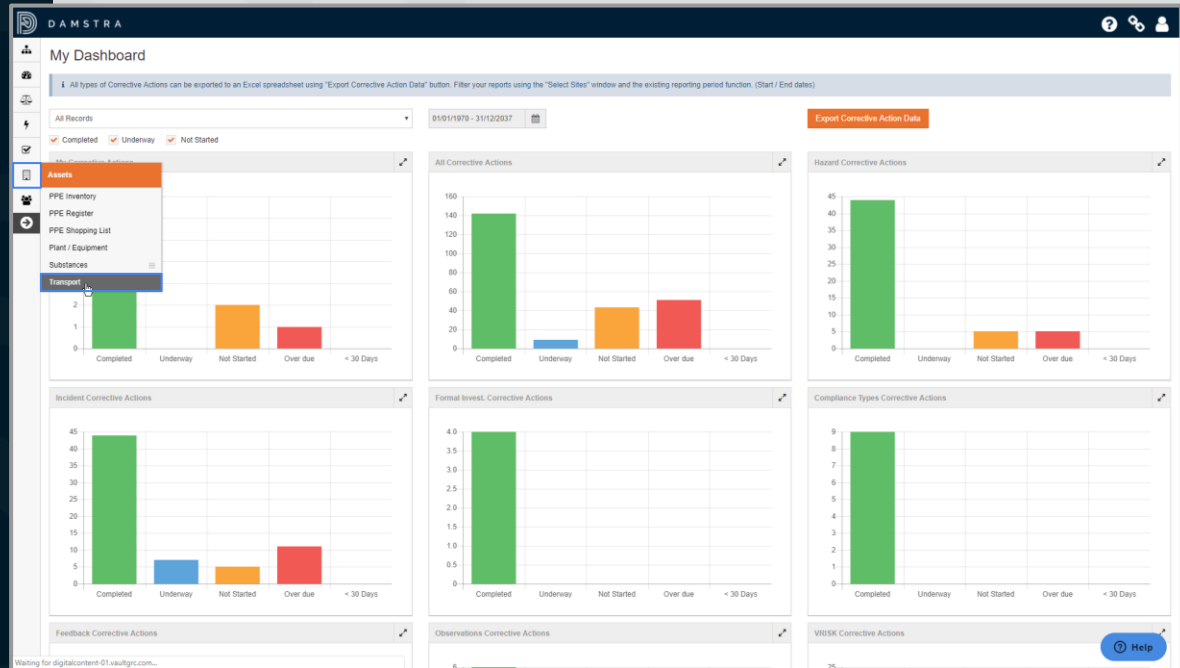
Damstra does not accept any responsibility or obligation to inform users of this presentation of such changes.

This includes any copies of this presentation taken and modified outside of the Damstra domain.

Vehicle Running Costs Introduction

Keeping track of the running costs for your vehicles is made simple in Damstra Safety.

Begin at the 'Transport Register' which can be found under 'Assets' in the 'Menu Bar'.



Vehicle Running Costs Transport Register

Locate the vehicle in question, and **click** 'Actions', then 'Edit'.

Click on the 'Running Cost' tab.

The screenshot displays the DAMSTRA Transport Register interface. The top section shows a table of vehicles with columns for ID, Site, Department, Registration, Description, Id Tag, FA Kit, Service, Rego, WOF, and Image. The table contains three rows of data. The 'Actions' column for the second row (ID 2205) is highlighted, with the 'Edit' button selected. Below the table, the 'Edit Company Transport - 2206' page is shown, with the 'Running Cost' tab selected. This page displays two sections: 'Fuel Costs' and 'Other Charges', each with a table of entries. The 'Fuel Costs' table has columns for ID, Date, Cost, and Litres. The 'Other Charges' table has columns for ID, Date, Type, and Cost. Both tables show a list of entries with 'Actions' buttons for each row. The 'Running Cost' tab is highlighted in the top navigation bar of the edit page.

ID	Site	Department	Registration	Description	Id Tag	FA Kit	Service	Rego	WOF	Image	Actions
2206	Sydney Accounting	Account Executives	LEB313	Pool car	PC502			17/10/2019			View Edit Delete
2205	Brisbane Warehouse	Field Operations	JHV022	Site Maintenance Van	SMV324	02/10/2019	13/04/2019	25/01/2019	29/09/2019		View Edit Delete
2204	Sydney Warehouse	Field Operations	BCC731	Site Maintenance Van	SMV001	13/09/2019	21/07/2019	19/10/2019	01/03/2019		View Edit Delete
2203	Christchurch Human Resources		PSS241	Pool Car	PC915	25/10/2019	04/10/2019	23/10/2019	24/10/2019		View Edit Delete

ID	Date	Cost	Litres	Actions
9	19/10/2019	32.00	13.00	Actions
4	09/10/2019	60.00	27.00	Actions
3	01/10/2019	50.00	20.00	Actions

ID	Date	Type	Cost	Actions
17	09/10/2019	Insurance	470.00	Actions
16	02/11/2019	Service	120.00	Actions
15	02/11/2019	car wash	18.00	Actions

Vehicle Running Costs

Add Cost

The tab is divided into two sections: 'Fuel Costs', and 'Other Charges'.

Both sections feature a register where historical costs can be viewed.

To add a new cost, **click** 'Add' in the relevant section.

DAMSTRA

Transport Register / Edit Company Transport - 2206

Details Governance Equipment Allocated Certifications Maintenance Inspections Mileage **Running Cost** Custom Text Fields Files Related

Fuel Costs

ID	Date	Cost	Litres	Actions
5	15/11/2018	32.00	13.00	Actions
4	09/11/2018	60.00	27.00	Actions
3	01/11/2018	50.00	20.00	Actions

Show 10 entries | Showing 1 to 3 of 3 entries

Other Charges

ID	Date	Type	Cost	Actions
17	09/11/2018	Insurance	478.00	Actions
16	02/11/2018	Servicing	125.00	Actions
15	02/11/2018	car wash	15.00	Actions

Show 10 entries | Showing 1 to 3 of 3 entries

Save Cancel

Help

Vehicle Running Costs

Add Cost cont.

Supply the details of the cost.

Then, **click** 'Save'.

DAMSTRA

Transport Register / Edit Company Transport - 2206

Details Governance Equipment Allocated Certifications Maintenance Inspections Mileage **Running Cost** Custom Text Fields Files Related

Fuel Costs

Date: 22/11/2018

Cost: 54.00

Litres: 21

Save Fuel Costs Cancel

Other Charges

ID	Date	Type	Cost	Actions
17	09/11/2018	Insurance	478.00	Actions
16	02/11/2018	Servicing	125.00	Actions
15	02/11/2018	car wash	16.00	Actions

Show 10 entries Showing 1 to 3 of 3 entries

Save Cancel

Help

Vehicle Running Costs Usage Calculator

The cost has now been saved and is visible in the register.

To determine costs incurred within a particular date range, **click** the 'Usage Calculator' button, then **enter** the range by **typing** it into the field, or **select** the start and end dates from the calendar.

Then, **click** 'Calculate'.

Damstra Safety will now calculate and display the total costs incurred during that period.

Once all Running Costs have been entered or viewed, **click** 'Save' to return to the 'Transport Register'.

The screenshot shows the 'Transport Register / Edit Company Transport - 2206' interface. The 'Running Cost' tab is active. Under 'Fuel Costs', the 'Start Date - End Date' field is set to '01/11/2018 - 20/11/2018' and the 'Cost' field is set to '\$1.00'. A 'Calculate' button is highlighted. Below this is the 'Other Charges' section, which contains a table with the following data:

ID	Date	Type	Cost	Actions
17	09/11/2018	Insurance	478.00	Actions
16	02/11/2018	Servicing	125.00	Actions
15	02/11/2018	car wash	16.00	Actions

At the bottom of the form, there is a 'Save' button and a 'Cancel' button. A 'Usage Calculator' button is also visible in the top right of the 'Other Charges' section. The interface includes a search bar, a 'Show' dropdown set to '10 entries', and a 'Showing 1 to 3 of 3 entries' indicator.

