



Working With Your Boat Maintenance Reports

Learn how to view and print reports

REPORTS OVERVIEW

Reports is one of the features that really makes Maintain My Boat valuable. You can run a variety of reports for a variety of reasons. You can print a report of what's past due and tell your servicer exactly what you want done. Or you can print a report of the maintenance you have completed and increase the value of your boat as you sell it. Our customers have found a number of uses for the reports and we are sure you will as well.

RUNNING REPORTS

There are currently a total of 10 reports that can be customized for exactly what you are looking for. Based on the report you can select a specific value such as equipment and or a date range for activity or fueling information your looking for.

MAINTENANCE SCHEDULE BY EQUIPMENT	Report displays maintenance schedule for the specified equipment.	All Equipment	View Report
ALL MAINTENANCE PERFORMED	Report displays all performed maintenance sorted by date.	Select a Date Range 12/25/16 — 1/24/17	View Report
ALL UPCOMING MAINTENANCE	Report displays all upcoming maintenance sorted by date.	Days in advance: 90 Hours in advance: 25	View Report
ALL PAST DUE MAINTENANCE	Report displays all past due maintenance sorted by date.		View Report
ALL PAST DUE AND UPCOMING MAINTENANCE	Report displays all past due and upcoming maintenance.		View Report
ALL MAINTENANCE PERFORMED BY EQUIPMENT	Report displays your entire maintenance log sorted by category.	All Equipment	Select a Date Range 12/25/16 — 1/24/17 View Report
ALL MAINTENANCE PERFORMED BY VENDOR	Report displays your entire maintenance log sorted by vendor	All Vendors	Select a Date Range 12/25/16 — 1/24/17 View Report
ALL MAINTENANCE PERFORMED BY ACTIVITY	Report displays your entire maintenance log sorted by activity	All Activities	Select a Date Range 12/25/16 — 1/24/17 View Report
ALL MAINTENANCE PERFORMED BY EXPENSE	Report displays your entire maintenance log sorted by expense	All Types	Select a Date Range 12/25/16 — 1/24/17 View Report
ALL FUEL RECORDS	Report displays your entire fuel log sorted by date		Select a Date Range 12/25/16 — 1/24/17 View Report

All Upcoming Maintenance Report

This report will show you what items are coming due. You can adjust how far into the future the report pulls. The default is 90 days and 25 hours. A maintenance item can be past due or coming due for 1 of 3 reasons (miles, hours, time) or a combination of those reasons based on what frequency interval you setup in your schedule. An item could be late due to exceeded hours, hours, or a date has passed.

Sort by any column before printing

SOUTHWIND BOAT		Current Miles: 0 Current Date: 01/24/2017						
Equipment	Activity	Last Completed			Upcoming Due			Last Spent
		Date ▼	Mileage	Hours	Date	Mileage	Hours	
Generator	Clean and Check Battery Connections	1/20/17	0	40	2/20/17			\$0.00
Yamaha 1	Replace Spark Plugs	4/15/16	0	60	4/15/17		160	\$27.50
Yamaha 2	Replace Spark Plugs	4/15/16	0	60	4/15/17		160	\$27.50
Yamaha 1	Lube Gear Case	3/8/16	0	55	3/8/17		155	\$10.00
Yamaha 2	Lube Gear Case	3/8/16	0	55	3/8/17		155	\$10.00
Yamaha 1	Change Oil and Filter	2/18/16	0	60	2/18/17		160	\$235.00
Yamaha 2	Change Oil and Filter	2/18/16	0	60	2/18/17		160	\$235.00
Generator	Clean Spark Arrester	2/12/16	0	20	2/12/17		170	\$59.00
Yamaha 1	Change fuel / water separating filter	2/11/16						\$0.00
Yamaha 2	Service impeller water pump assembly							
Yamaha 1	Service impeller water pump assembly				9/8/16		100	
Generator	Change Oil/Oil Filter - QD 3200/10000/12500				9/8/16		250	
TOTAL:								\$604.00

See when the activity was last performed and when your schedule expected it to be performed next.

The total amount spent on these activities the last time they were performed.

In the above example for the maintenance activity "Replace Spark Plugs" for both the Yamaha 1 and 2 engines, you can see it was last performed at 60 hours on April 15, 2016. The current hours on both engines which you cannot see on this view is 80. While the schedule calls for the spark plugs to be replaced only every 100 hours, you can see based on the "every year" frequency, this activity is due by April 15, 2017 whether 100 hours is achieved or not.

The same would be the case if the situation were reversed and the hours frequency was being achieved before the date frequency.

Printing Reports

After viewing your reports on the screen you have the option of printing it as well. This can really come in handy when taking your boat or vehicle in for service, showing it to a prospective buyer or figuring out what parts to buy for the weekend's project.



ALL UPCOMING MAINTENANCE

SouthWind Boat

Current Miles: 0 Current Date: 01/24/2017

Equipment	Activity	Last Completed			Upcoming Due			Last Spent
		Date ▼	Mileage	Hours	Date	Mileage	Hours	
Generator	Clean and Check Battery Connections	1/20/17	0	40	2/20/17			\$0.00
Yamaha 1	Replace Spark Plugs	4/15/16	0	60	4/15/17	160		\$27.50
Yamaha 2	Replace Spark Plugs	4/15/16	0	60	4/15/17	160		\$27.50
Yamaha 1	Lube Gear Case	3/8/16	0	55	3/8/17	155		\$10.00
Yamaha 2	Lube Gear Case	3/8/16	0	55	3/8/17	155		\$10.00
Yamaha 1	Change Oil and Filter	2/18/16	0	60	2/18/17	160		\$235.00
Yamaha 2	Change Oil and Filter	2/18/16	0	60	2/18/17	160		\$235.00
Generator	Clean Spark Arrester	2/12/16	0	20	2/12/17	170		\$59.00
Yamaha 1	Change fuel / water separating filter	2/11/16	0	50		100		\$0.00
Yamaha 2	Service impeller water pump assembly				9/8/16	100		
Yamaha 1	Service impeller water pump assembly				9/8/16	100		
Generator	Change Oil/Oil Filter - QD 3200/10000/12500				9/8/16	250		

TOTAL:

\$604.00