Update a Site Report Setting

Overview

The Maintenance and Utilization module Site Report Setting process provides the ability track non-mission capable reporting and dictates when to run the report for a specific site. The Site Report Setting Update process allows editing of the non-mission capable report setting status. Only one setting can be selected for each site at a time. Settings can be modified at any time.

Navigation

Master Data > Maintenance Readiness Set Up > Site Report Setting

Procedures

Update a Site Report Setting

Selecting [Cancel] *at any point of this procedure removes all revisions and closes the page.* **Bold** *numbered steps are required.*

1. Verify the Site Report Setting contains the appropriate ○ or ⦿ . *The selected setting determines the site reporting method.*

   Site: FUNC-2

   ○ None
   ⦿ End of Month
   ○ 15th to 15th

   [Cancel]   [Update]

2. Select [Update]. *The **View the Site Report Setting Transaction Status** page appears.*

View the Site Report Setting Transaction Status

Navigation

Master Data > Maintenance Readiness Set Up > Site Report Setting > [Update] > Site Report Setting Transaction Status page

Procedures

View the Site Report Setting Transaction Status

Transaction Status

Status	Action Required	Details	
Success		Site Name	FUNC-2
		Site Report Setting	EOM

[Continue]

1. Select [Continue]. *The **Update the Site Report Setting** page appears.*