DPAS Profile M&U Assets Webinar – Post Session Report

Join us as we demonstrate M&U Asset Profiling. When you profile an asset you are setting the stage for tracking the asset's location, utilization, certification and licensing requirements, fuel type, vehicle characteristics and more important details.

Presented by:

Lisa Peters, Lead Technical Trainer

Q&A:

Michelle Bowman, Technical Trainer

Recording Location:

Adobe Connect: https://dpas.adobeconnect.com/pwhlzeocquno/

Screenshot:

Session Statistics:

Session Date	6/30/2020
Number of Registered Attendees	217
Number of Internal Attendees	5

Survey Results Summary:

Which of the following best describes your reason for attending the webinar?

Answer	Percent
I'm considering implementing DPAS and wanted to see how it works.	4%
I'm a new user seeking any/all training opportunities.	49%
I'm an experienced user seeking refresher training.	35%
Other (please specify)	12%

How would you rate your instructor (subject matter knowledge, pace of instruction, organization, etc…)?

Answer	Percent
Exceeded expectations	41%
Met expectations	47%
Below expectations	0%
Other (please specify)	12%

How would you rate the usefulness of the webinar?

Answer	Percent
Exceeded expectations	22%
Met expectations	58%
Below expectations	5%
Other (please specify)	15%

How would you rate the registration and login process?

Answer	Percent
Exceeded expectations	53%
Met expectations	41%
Below expectations	1%
Other (please specify)	5%

Did you experience any technical difficulties?

Answer	Percent
No	62%
Yes	38%

What other DPAS topics would you like to see offered in webinar format in the future?

Answers

- Changing hour meters, Correcting hours

- Utilization tracking and how to fix bad meter readings

- Initializing and closing Work Orders involving contractors (C2G)

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- more M and U

- anything that covers features that work well, but most probably don't know about them or how to use them

- Basics. The training on the website is very difficult and outdated (at least when I took it, the version trained was not the version used)

- Requesting Privledges.

- Entering new equipment into PA

- Dispatching and cleaning up errors

- All training dealing with M&U.

- cataloging

- all functions

- Maintenance Management Codes

- wharehouse

- Specific reports for determining manpower and parts expended on vehicle assets either individually or in a group of like vehicle assets.

- any and all trying to learn what I can

- Everything but maybe slow down so people can follow along on their own profiles

- Turn-in

- It would be cool to have a webinar on advanced inquaries or to show off new capabilties or new processes in DPAS when a update to the sysytem is made.

- preventitive maintenace schedules

- Maintenance, work orders, Prevent maintenance.

- Any and all that relate to what we need to report in DPAS

- Maint and Ulil Master data

- Warehouse Management

- More M&U for Army Fleet Information system

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- None at this time

- warehouse module

- Adding an asset from start to finish and disposing out the asset.

- Any training is useful. It all helps us to know we are doing it as intended and gives us pointers in areas we need to work

- Breaking down all aspects of DPAS modules is good. So far so good. Keep up the great work LEIDOS!

- Dispatching

- Would like to see this training offered when Susquehanna returns to the new normal operations. There are several employees unable to attend due to strick manning.

- More on dispatch and Property managment

- Open , closing and scheduling work orders

- Warehouse Cataloge load to parts issue

- Mass Uploading data

- Cataloging

- PA Custodian Role

- Opening and closing work orders

- Dispatch

Participant Questions and Answers:

Question: Is there a report that can be requested within DPAS that would list all equipment that was once profiled but has been removed (due to turn-in, transfer)?
Answer: Not on the M&U side but on the PA side if you have access can run the Asset Inquiry for deleted serial assets only.

Question: Where do we acquire data for the "Attributes" tab for a NSN when we are asked to fill in those data fields?
Answer: That data would be off the asset itself (ie Data plate) for giving to you by GSA, owns manual, or Agency info.

Question: sound going in and out
Answer: we apologize for the sound issues. Look to the top right of the webinar screen... if you see green bars your connection is strong, if they are orange or red, then your connection is not strong and

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that may be the cause of sound issues. Please note the webinar is being recorded and will be posted to the support site within one week under "Training >Webinar Archive"

Question: can i get a copy of the slides
Answer: The slides are available in the File Share pod above. This webinar is also being recorded and all slides and audio will be available on the DPAS Support Site 1 week post webinar.

Question: What would be the benefits from utilizing "Ad Hoc" from "Reoccurring" when dispatching?
Answer: Ad Hoc is the recommended Dispatch since you can use more of the dashboard and calendar features. Reoccurring acts more like a permanent

Question: For FAST do we need to select Maint and Util to be able to track costs data or can we do it under UTL?
Answer: Yes, you will select Maint and Util. Lisa will show a FAST asset next.

Question: Why is that data not made available when entering the NSN into DPAS?
Answer: The attribute tab is available on both the PA and M&U side so the property and the maintenance User can enter it.

Question: can we dispatch for a month?
Answer: Yes, you can Dispatch for any amount of time. please refer to the online elearning lesson or utilize the online reference material on the DPAS Support Site / contact help desk

Question: Do we have the capability to correct the mileage within the Utilization tab?
Answer: Yes, you can update or delete with the Asset Utilization AUD screen. please refer to the online elearning lesson or utilize the online reference material on the DPAS Support Site / contact help desk

Question: Why place additional work on the unit level when the attributes tab is necessary when it can be tied in with the NSN when the equipment is first placed into the system?
Answer: The Attributes not mandatory only there to give users a ability to add more descriptive data to asset if they want.

Question: Can I extend dispatches without closing them out. (i.e just changing the return date)
Answer: Yes you can update the dispatch with in the dispatch AUD. please refer to the online elearning lesson or utilize the online reference material on the DPAS Support Site / contact help desk

Question: is thre traing manual that mr hawkins started -finished and can be sent out?
Answer: That training material was not developed by a DPAS Leidos team, if that training is finished and available, you would need to obtain that material from Mr. Hawkins / his agency.

Question: When you talk about a dispatch vehicle or equipment, what is considered a dispatch vehicle that should be loaded as a dispatch asset?
Answer: If your agency decided to use the Dispatch capability with in DPAS. It there to dispatch assets to users/operators, please refer to the online elearning lesson or utilize the online reference material on the DPAS Support Site / contact help desk

Question: Is the driver considered a passenger?
Answer: Yes, its the # of passengers in each asset

Question: I was told for FAST reporting assets there can be only 1 Fuel type, on Basic Tab. Because having more can cause FAST reporting to not run properly, is this true?
Answer: Yes, we have a table crosswalk in the background so if you select certain similar fuel types. It will report as 1 type to FAST.

Question: So when you have completed all the training 4 years ago but only able to input hours of usage on assets. When I try to use dipatch or do work order i'm not able to. get error that i have not completed traing or have the security acesss. I manaege roughly 40 forklifts.
Answer: I would contact your IO and have them try to review your roles and training. They can contact

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the Help Desk to correct that issue.

Question: So if we are dispatching to a person we shouldn't use 0, correct?
Answer: you can ask your agency, we recommend you count the number of people that can ride in the vehicle

Question: Can we get a copy of the slides?
Answer: Yes, the slides are available in the File Share pod above. This webinar has also been recorded and the audio plus slides will be available on the DPAS Support site in 1 week

Question: Will the slides be available?
Answer: You can download the slides in the file share pod directly above.

Question: How is the GSA leased data uploaded, i.e. cost, miles, etc...
Answer: They are upload through the GSA Fuel Cost and VCSS fuel uploads. Please refer to the online elearning lesson or utilize the online reference material on the DPAS Support Site / contact help desk

Question: thak you most hlep ive gotten in last 4 years.
Answer: You're Welcome! Thanks for joining.

Question: In the primary maint loc tab does that have to be the base?
Answer: That is based on your SOP. Its a Free Text field and can be Motorpool, Building #, Etc

Question: Where can I obtain the handout for todays session?
Answer: The handout is available for download in the File Share Pod above. This webinar has also been recorded and will be available for download on the DPAS Support website 1 week post.

Question: so i have over 600 vehicles not profiled
Answer: You can mass profile by stock number and add the individual meter reading later.

Question: i will have to do each one manually
Answer: Correct, you can mass profile like stock nbrs and add the utilization after per asset.

Question: How can you add the maintenance costs to non GSA vehicles
Answer: You would add a Work Order with labor and non labor cost for Agency Owned assets. please refer to the online elearning lesson or utilize the online reference material on the DPAS Support Site / contact help desk

Question: what happen when you profiled an electric aset, but when you try to update hours it ask for fuel?
Answer: If that is the case, Please contact the DPAS Help Desk to work through and see it that is an issue.

Question: Do you have a class on profiling
Answer: There are elearning lessons for this process, specially for the M&U Officer role. There are also quick reference guides available on the DPAS Support Website that will walk you through the entire process. We also host onsite trainings that you can attend for the M&U Officer role - at this time we are not hosting onsite trainings until further notice.

Question: Where are we able to re-watch the webinar?
Answer: Within the next week we will post the recording to the DPAS Support site under "Training > Webinar Archive"

Question: I have a question on License and Certs...can a tab be added for Contractors since they are not allowed GOV licences
Answer: You can added any cert or license to the system. They become warnings for Dispatch and Work Orders. please refer to the online elearning lesson or utilize the online reference material on the DPAS Support Site / contact help desk

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Question: could we get the slideshow from this presentation
Answer: The slides are available for download in the File Share pod located directly above this Q & A pod

Question: Should a dispatch be closed when a work order is openned?
Answer: There have been issues when updating utilization through the work order when an asset has an open dispatch. The utilization from the dispatch and work order do not interface causing the utilization to be displayed incorrectly. You can have the 2 open but you have to be careful on which one you update the utilization for first and close out. DPAS uses the Asset Utilization table to sync all the programs with updated mileage. Also, Dispatch has the ability to creating a working when closing a Dispatch

Question: When we dispatch and then close (return) the dispatch, why is the asset ID listed twice in the equipment pool when scheduling a report for equipment utilization (trip tickets)?
Answer: Can you provide the asset id where this is happening and send it to the DPAS support team DPASsupport@leidos.com. DPAS will have to research this one and we will create a Help Desk ticket if found to be an issue.

Question: Is there a template to profile the entire fleet in one transaction, similar to the Property side where the inventory was loaded?
Answer: Not at this current time, profiling is done manually.

Question: Who sets the utilizational goals on a monthly basis for each piece of equipment?
Answer: This would be your agency's guidelines and they are currently set on the Catalog Stock Nbr for the assets.

Question: Can Leidos profile the fuel data under utilization?
Answer: No, Leidos can't but the system can by using the 4 different Fuel updating programs within DPAS (Dispatch, Asset Utilization, and the 2 file uploads (GSA fuel Transaction and DLA Fuel)

Question: how do we keep track of the fuel cost per gal amount is there set rate for FY?
Answer: You can run an Asset Utilization Inquiry for a certain period of time and adjust the selected field to add the fuel ones and extract to Excel. Then you the formulas within Excel to calculate fuel cost.

Question: All i can track is hours on forklifts, im not able to do any dispatching or work orders at this time.
Answer: Contact the DPAS support team for assistance. The asset needs to be set up for maintenance and utilization in order to track both, so you can open up work orders as well as tracking the hours. Also check to make sure you have all of your dispatching fields filled out when you profiled so you can dispatch.

Question: If our agency does not require DPAS to track maintenance, can you show profile for just utilization?
Answer: Provided a demo profiling just the utilization in the live webinar.

Question: Whatare some examples of the types of equipment that would be added in the equipment add on tab? Example for a pick up truck or a fork lift?
Answer: A few examples are Plow, GPS, Light bar, generator to name a few. Think of when you rent a car from a company you have the ability to add on accessory (GPS or Car seat).

Question: is their a way to pull a overdue scheduled maintenance report in DPAS?
Answer: The Dashboard is your best bet or Work order inquiry for all open Work order sorted by date

Question: FOR GSA do we Maint & Utilization Tracking or just Tracking?
Answer: This is up to your management whether you will track both. You can track utilization and then upload the maint data through the uploader vs doing it manually through the work order process. For

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FAST that data is required.

Question: We do not dispatch our vehicles. If we did would it raise a red flag signifying it cannot be dispatched because it is due scheduled maintenance?
Answer: No. The system does not throw flags but could set you can manually set the Dispatch Unavailable CD on the MAM or when closing the dispatch so the vehicle doesn't show in the dispatch list until you manual changed it back to available when maintenance is complete.

Question: For FAST, do we need to match all of the previous years FAST data into DPAS i.e. S701, EISA141, GVWR, Fuel Config, etc... so we dont have flagging errors like we would have in the previous FAST upload system?
Answer: DPAS doesn't flag previous years only current year issues but the data stays the same unless a user changed it.

Question: What role will the FSR play in 8th BDE besise reqeuesting Vehicles?
Answer: Please see the roles spreadsheet on the DPAS support site, if you need any help please contact the DPAS support team.

Question: can you please consider doing an in depth sch mx webinar
Answer: Yes we will keep this on the list for future webinars

Question: you going to have Maintenance Module traning anytime in the near future
Answer: Stay tuned to the DPAS support site for future webinars

Question: we used to dispatch vehicles and noy mhe has tht changed
Answer: This is up to your agency to determine what you dispatch or not.