

Appvibe

Maintenance

Scheduler

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Overview of Features

Key Features

Appvibe Maintenance Scheduler is an essential Jira app designed to streamline the process of scheduling regular maintenance tasks, tracking their completion, and linking related issues directly to maintenance records. This app aids project managers and developers in ensuring that all maintenance activities are systematically organized and easily accessible, leading to improved efficiency and transparency within the team.

Capturing customer feedback plays a crucial role in refining maintenance tasks. By efficiently managing feedback, teams can quickly identify recurring issues, prioritize them according to impact, and incorporate valuable insights into their maintenance schedules. This results in enhanced maintenance operations, ensuring that the most critical updates and fixes are executed timely.

- **Feedback Submission:** Capture feedback seamlessly through Jira issues and dedicated forms, making it easy to gather insights.
- **Organized Views:** Utilize tags, filters, and saved views to sort and prioritize feedback efficiently for effective maintenance planning.
- **Direct Jira Integration:** Link customer feedback to Jira issues, ensuring actionable follow-ups that lead to practical solutions.
- **Customizable Layout:** Tailor the interface by adding, removing, or rearranging columns to suit your team's unique feedback tracking requirements.
- **Activity History:** Keep a clear log of actions and updates made to each feedback record to maintain transparency and accountability.

In conclusion, the Appvibe Maintenance Scheduler provides a comprehensive solution to maintenance management. By integrating customer feedback into your maintenance processes, you enhance the value of your schedules, streamline operations, and ensure continued excellence in project execution.

Getting Started

Installation

Maintenance Scheduler is a powerful app designed to facilitate the efficient management of scheduled tasks within Jira. Follow these steps to install and begin using Maintenance Scheduler.

Step 1:

Log in to Jira using your credentials. Ensure that you have Admin privileges before proceeding.

Step 2:

Open the Atlassian Marketplace. In Jira, navigate to the menu and click on **Apps** → **Explore more apps** to access the Marketplace.

Step 3:

Search for **Appvibe Maintenance Scheduler**. Utilize the search bar to locate the app.

Step 4:

Install the App. Click **Get app** or **Try it free**, confirm the installation, and grant the necessary permissions.

Step 5:

After installation, go to **Manage Apps** in the Admin section to verify that Maintenance Scheduler is enabled.

Maintenance Scheduler is now ready for use. You can access it through the link under the **Apps** section in the menu on the left side of the screen. Enjoy improved task management with seamless scheduling capabilities.

Configuration

Setup and Customization

Navigating to the configuration and setup of the Appvibe Maintenance Scheduler in Jira is straightforward. Access the app via *Manage Apps*, locate *Appvibe Maintenance Scheduler*, and click on the *Configuration* button. This leads you to the configuration page where you can manage Roles and Permissions, view System Fields, set up Custom Fields, and configure Conditional Formatting.

Roles and Permissions

The Appvibe Maintenance Scheduler app defines three user roles:

1. **Admin:** This is the super role, granting full access, including configuration and setup tasks.
2. **Editor:** Users with this role can fully update and view Maintenance Scheduler data.
3. **Viewer:** This role allows users to view data without making updates.

An administrator can assign these roles to any Jira groups. By default, a Jira Administrator can access the Maintenance Scheduler configuration screens.

System Fields

The app comes with predefined Maintenance Scheduler fields essential for operation:

- Maintenance Type
- Asset
- Scheduled Date
- Completion Status
- Assigned Technician
- Notes
- Tags

Custom Fields

To add additional fields, use the *Add Field* button with the following options:

- **Field Key:** A unique key for the field.
- **Field Label:** The label for the field.

- **Field Type:** Select one of Text, Number, Date, Select, Multi-Select.
- **Required:** A flag to set the field as required.
- **Sortable:** A flag to enable sorting for the field.
- **Filterable:** A flag to enable filtering for the field.

Conditional Formatting

Conditional Formatting allows dynamic data presentation based on field values. Set conditions to modify labels and highlight colors when criteria are met.

Summary

The Appvibe Maintenance Scheduler offers comprehensive configuration options to tailor your maintenance management needs. With customizable roles, fields, and formatting, it integrates seamlessly into your Jira environment, enhancing maintenance scheduling efficiency and clarity.

Working With Records

Adding and Viewing Records

Adding records in the Appvibe Maintenance Scheduler for Jira is straightforward and efficient, allowing for enhanced organization of maintenance tasks. Users can add records at different levels, including system, project, or directly linked to a Jira issue. This flexibility ensures that records fit seamlessly into existing structures, facilitating easy access and management.

When adding a record, you can input data into several predefined fields: Maintenance Type, Asset, Scheduled Date, Completion Status, Assigned Technician, and Notes. Additionally, you have the option to include custom fields specific to your requirements. Begin by navigating to the Maintenance dashboard page and clicking the "Create" button. Enter the relevant information for each field, including any tags and custom fields, to tailor the record to your specific needs. Once the record is created, it becomes visible on the Maintenance dashboard.

On the dashboard, you have several options to manage and interact with your records:

1. **Create and Manage Multiple Views:** Easily manage different views by using the "View" dropdown located at the top of the dashboard. This feature allows you to create new views, modify existing ones, or clear them. Note that view management is restricted to users with administrative privileges.
2. **Filter by a Column Value:** Enhance your data searching capabilities by filtering records based on specific column values. This can be done by selecting the desired column title icon and entering the filter criteria. Be aware that filtering is only available for columns with filter functionality enabled.
3. **Sort by a Column Value:** Order your records efficiently by clicking the column title twice to sort them in either ascending or descending order. This allows you to quickly navigate through data according to the selected column.
4. **View Activity History:** For comprehensive oversight, all user activities that involve data modifications are logged. Access the activity history by clicking the three dots located at the top right corner of the dashboard and selecting "Activity History."

In summary, the Appvibe Maintenance Scheduler provides a robust solution for logging and tracking maintenance records within Jira. Its user-friendly interface and powerful dashboard management tools ensure that maintenance tasks are organized, accessible, and manageable, contributing to high operational efficiency.

FAQ

FAQ

What is the object and purpose of this app?

The purpose of the app is to schedule regular maintenance tasks, track completion, and link issues to maintenance records.

What types of feedback can the app track?

The app supports tracking maintenance type, asset, scheduled date, completion status, assigned technician, and notes. You can also add custom fields for other related fields that you wish to track.

How do I install the app?

You can install the app from the Atlassian Marketplace. Navigate to the Apps section in Jira, search for the app name "Maintenance Scheduler," click Install, and follow the prompts.

How do I get support for the app?

Support is available via our support page at <https://appvibe.com/support>

Support

Appvibe Support

Overview:

We are here to help you. The Appvibe Maintenance Scheduler app streamlines the process of managing maintenance tasks within Jira. This app enables businesses to schedule regular maintenance activities, monitor task completion, and associate issues with specific maintenance records.

Support Contact:

If you need further assistance or wish to suggest additional features, you can reach us through our Support Page at <https://www.appvibe.com/support>.