



# TMA SYSTEMS

**3rd Quarter News, 2013**

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## UC2014 - Save the Date

It may seem early, but we are already hard at work preparing TMA's 2014 User Conference. We want to make it even better than the last, so we have new plans in the works. Stay tuned for more details.

### Conference Dates:

Monday, April 14	Welcome Reception	5:30 PM - 7:30 PM
April 15 - 17	Conference Sessions	8:30 AM - 4:30 PM
Friday, April 18	Bonus Sessions	9:00 AM - 10:30 AM

### Conference Fees:

Early Registration Conference Fee: \$700 per attendee  
(Payment must be received by December 31, 2013)

Conference Fee: \$800 per attendee  
(Payment received after December 31, 2013)

## Product Spotlight

### The Master Check

The Master Check window is used to create a selection list the technician can use when performing a job. The list consists of short checks and prompts for pass/fail status and input/comments that can be linked to a task. The checks and prompts are printed directly on the work order for the technician to complete. Multiple lines can be selected to build a full list of checks and prompts for a single task.

Using master check items allows a technician to quickly determine and record the test/check to be performed for a PM (or regular task) and indicate the results with comments.

Depending on the way you set up the Control Codes for the check, Technicians have the option of indicating a simple Pass/Fail, Input (such as meter reading), or Pass/Fail plus Input. Control Codes also accommodate medTester Auto Sequence and medTester Remote for healthcare clients that use the medTester device.

## TMA Tech Tips

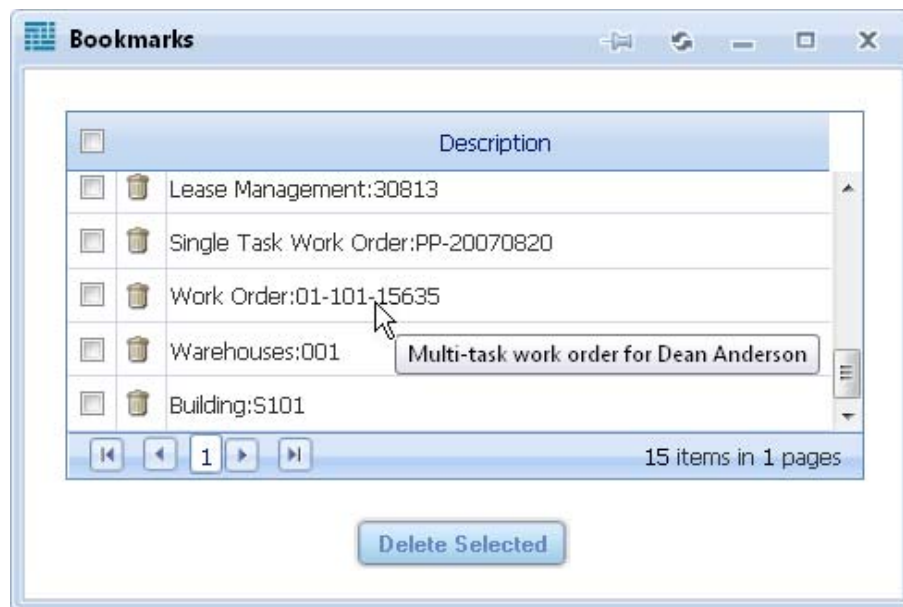
### Bookmarks

The Bookmarks popup window gives you quick access to a record. From the record you want to review frequently, click the Add Bookmark link on the Action Menu.

Any time you open the Bookmarks window, you will see the [window name]:[item number], such as Project:446. In this example, you would double-click the line to open the record for Project #446.

When you add a bookmark, you also have the option to add/save a short description of the record. This displays as a tooltip when you move the cursor over a bookmark line. Just double-click a line to open the bookmarked record.

If a bookmark is no longer needed, click the trash can icon on the Bookmarks window to delete it. To remove all bookmarks at once, click the check box in the header, and click the Delete Selected button below the grid.



## TMA Training

TMA offers free monthly training videos for TMA Desktop and WebTMA users. To view the videos, visit our TMA Support website at [tmasystems.net](http://tmasystems.net).

### WebTMA

#### August - Utilizing Master Checks for Maintenance

Master Checks allow WebTMA administrators to create automatic prompts for task information, item condition and other Technician input. This training video will show you how to create Master Checks, build task checklists, and use those checklists in the field.

## **September - Advanced WebTMA GO**

WebTMA GO is TMA's most powerful mobile solution yet. Go beyond the basics with this training video aimed at guiding users to mastery of such functions as Linked Photos, inventory updates and text management.

## **October - WebTMA Report Writer: Mastering Sub-reports**

Sub reports allow you to display information in a report that would otherwise be unavailable. Our trainer will guide viewers through the process of creating a sub-report, then adding that sub-report to a new report.

## **TMA Desktop**

### **August - Utilizing Master Checks for Maintenance**

Master Checks allow TMA administrators to create automatic prompts for task information, item condition and other Technician input. This training video will show you how to create Master Checks, build task checklists, and use those checklists in the field.

### **September - Advanced MobileTMA**

MobileTMA gives your users the freedom to handle their work orders directly from the field. Go beyond the basics with this training video aimed at guiding users to mastery of such functions as the work timer and inventory control.

### **October - Advanced Report Usage and Writing**

You've become comfortable with the basics of the Report Manager and Ad Hoc reporting, but you still need to unlock the full power of TMA's data. Our trainer will guide viewers through the most powerful of TMA's system reports.

## **TMA Software Releases Available**

All current versions are available on the TMA Support site. Contact TMA Client Support at 800.228.8765, or via e-mail at [support@tmasystems.com](mailto:support@tmasystems.com), for assistance or questions.

### **WebTMA Client Hosted Updates**

Release Version 5.0.7

### **TMA Desktop Updates**

Client Server Maintenance Releases  
Release Version 8.1.2.7 for Version 8.1

Non-Client Server Maintenance Release  
Release Version 8.1.2.7 for non-client server

## **Meet the New Crew**

**Laura Llewellyn-Drake** - Laura is starting her TMA career in Client Relations. She graduated from Tulsa Community College where she also worked in the Area Health Education Center. Other work experience includes performing QA for a local energy

company and a technician trainer at Hewlett Packard. Laura enjoys many hobbies that include concert photography, gardening, canning, and camping.

**Lauren Walls** - Lauren began her education at Oklahoma State University. Later she became licensed as a cosmetologist and dental assistant. Lauren is starting her career at TMA as a scheduler in our Professional Services Department. In her free time, she enjoys Frisbee golf, fishing and spending time with her husband, Cody, friends and family.

## About Us

To learn more about TMA, please visit [tmasystems.com](http://tmasystems.com).