ODIN CHECKPOINT™

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TECHNICAL FEATURES

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INDEX

MODULE
REPORTING DASHBOARDS

Category	Description	Features	Detailed Description
Default	Selection of standard dashboards with multiple ways of filtering, for example, by location, sub-location, asset insights by date range. Set favourite dashboard as default.	Manual Production Tracking	Real-time visibility of production and quality target compliance, displayed per location by hour, shift, day, week, month or custom date range with trend visualisation.
		Asset utilisation	True visibility of asset utilisation including an array of charts to visualise your data, view cycle trends and study operational anomalies.
		Task/work order management	Visualise maintenance effectiveness through scheduled and unplanned occurrence work order compliance, identify worst compliant locations by visualising overdue tasks at sub-location or asset level, view insights like downtime trends, top ten downtime assets, downtime per alert category or job type, worst performing locations and assets WRT uptime, reoccurring issues and causes etc, and filter per sub-location, asset or custom date range. Export comprehensive scheduled and unplanned work order history.
		Recorded parameter trends reporting	Visualise trends of frequently recorded parameter measurements. See in advance when a wear pad is going to be worn out excessively or when a bearing is starting to incrementally run too hot and is going to fail, in order to plan proactively and avoid catastrophic downtime. Study past data and identify failure patterns in order to plan and avoid asset downtime.
		Technician performance	Visualise technician performance and workload, identify non-compliance to key performance indicators and also identify technicians who are overloaded compared to the average.
	Standard default dashboards functionality	Assign default reporting dashboard from the listing page	An array of standard dashboards to choose from with multiple ways of filtering, for example but not limited to location, asset, data range etc. Set your favourite dashboard as default.
		Filter dashboard/charts/widgets by date range	
		Filter dashboard by location or asset	
		Export charts/widget data as .pdf, .png or .csv file	

REPORTING DASHBOARDS

Category	Description	Features	Detailed Description
Custom	Create, configure and edit custom dashboards which can be private or shared across an organisation.	Create custom layout dashboards/templates	Create custom dashboards with a completely customisable layout. Choose from a library of charts and rearrange according to your layout preference.
		Various chart/widget types to visualise your data	
		Share dashboard access with specific users or across the organisation	
		Define how often a widget should retrieve and update new values	
		Configure chart/widget style based on chart type and metric displayed	
		Filter dashboard/charts/widgets by date range	
		Filter dashboard by location or asset	
		Export charts/widget data as .pdf, .png or .csv file	

MODULE

RAVEN SENSOR HARDWARE

Category	Description	Features	Detailed Description
Asset Vibration and Temperature Monitoring	Monitor asset utilisation. Trigger alerts based on normal operating condition deviations. Monitor and record production metrics like cycle times.	Establish base magnitude of asset zone vibration or temperature. Deviation from this determines machine health. Automatically raise alerts and trigger notifications	Deviations from normal operating conditions trigger ODIN Checkpoint alerts and notifications which can get escalated to the alerts Kanban for proper resolution process workflow and recording. Asset utilisation insights as well as production insights can also be extracted by proper sensor placement.
		Based on asset vibration, cycle count can be detected and/or part count calculated	
		Asset utilisation monitoring. Monitor vibration metrics and their trends over time to identify anomalous machine behaviour.	

MODULE

PRODUCTION MANAGEMENT

Category	Description	Features	Detailed Description
Production Planning and Scheduling	Create and manage your production plan per shift.	Set up production output requirements as well as targets per hour for individual shifts	Manage production requirements for individual shifts by specifying hourly targets with regards to output and quality. Specify ideal cycle times with the option to assign variant information.
		Specify ideal cycle time per location	
		Set quality targets	
		Assign production variant (optional)	
Manual Production Tracking	Real-time manual production data tracking with regards to production performance and quality.	Hourly input of production totals	Real-time manual production data tracking, with inputs on production performance, quality and reasons for non-compliance, in a production tracking display board showing cumulative performance. Notifications get triggered in the form of e-mail, WhatsApp and push notifications when compliance drops below target requirements.
		Track good parts vs bad parts	
		Record reasons for non-compliance	
		Cumulative production tracking display	
		E-Mail, WhatsApp and Push Notifications	

MODULE

ALERT SYSTEM (Unplanned Occurrence Work Order Management)

Category	Description	Features	Detailed Description
Raise Alert Feature	Raise alerts from all ODIN applications.	Ad hoc 'Raise Alert' feature available within any ODIN application	Alerts can be raised whenever a user detects a problem. Simply tap the 'Raise Alert' button available in all ODIN applications on your mobile device. Our 'Raise Alert' form allows you to enter detailed descriptions of the issue and apply a severity and alert category reflecting the urgency of the matter. You have the option to add visual aids in the form of photographs that can be taken from within the alert form. Automatic alerts are also raised during servicing when a recorded measurement is outside a pre-defined tolerance window. The automatic 'Raise Alert' form also allows the user to specify severity, assign an alert category and take supporting photographs of the problem when required. E-mail, WhatsApp and push notifications are triggered and sent out to management when alerts get raised and alternatively to assignees and reporters as work orders are assigned.
		Application-driven 'Raise Alert' feature for when recorded measurements are out of tolerance	
		Manually raise alerts during scheduled services	
		WhatsApp notifications to assigned technicians	
		Assign severity level	
		Assign alert category (custom alert category feature available)	
		System automatically calculates and records mean time to resolve alert duration	
		When resolving an alert, technicians record valuable data i.e. labour, production downtime duration, job type, faulty component type, cause of occurrence and the corrective action performed	
		In-app camera feature for taking photos and uploading to individual alerts	
		E-Mail, WhatsApp and Push Notifications	

ALERT SYSTEM (Unplanned Occurrence Work Order Management)

Category	Description	Features	Detailed Description
Alert Processing Kanban Dashboard	Managers can assign technicians to resolve alerts. View all alert information, statuses and resolved alerts history.	Central dashboard listing all alerts (arranged by status)	The alert Kanban is available to all managers within the organisation and technicians can view alerts they have raised or that have been assigned to them. When an alert is raised - regardless of the ODIN application that was used to submit it - it will reside in the alert Kanban in the form of an alert card. The Kanban consist of three columns: New, Assigned and Done. Managers are responsible for processing alerts in the New column by assigning a technician and due date to each alert card, which will then automatically move to the Assigned column. Managers can also resolve inadmissible alerts, which are moved directly to the Done column. When a technician resolves alerts from their individual calendar, these alert cards will automatically move to the Done column, which keeps a history of all resolved alerts and can be filtered by date. E-mail, WhatsApp and push notifications get sent out as alerts, get resolved and closed out, reassigned or due dates updated.
		Detailed alert information display	
		Process new alerts by assigning and re-assigning technicians and due dates	
		Manager role can override and resolve alerts directly from alerts kanban board	
		Comment and expand on existing alerts	
		Redirect Raven-generated alerts on widgets to ODIN Checkpoint kanban for processing	
		History of all resolved alerts	
		History date filter	
		E-Mail, WhatsApp and Push Notifications	
		Ability to add additional photos to existing alerts	
		Alert chat feature (ability to add comments and record key information in the alert chat feature)	

MODULE

SCHEDULED TASK MANAGEMENT

Category	Description	Features	Detailed Description
Interactive Work Instructions (Technician Guidance)	Create and edit paperless technician guidance in the form of interactive work instructions.	Mobile-friendly application accessible from any device	Create, edit or delete interactive work instructions in the form of action cards. Each action card can contain multiple tasks to perform, listed as individual Standard Operating Procedures (SOPs), which can be managed sequentially. SOPs provide guidance in the form of text and multimedia, with the option to include special additional parameter questions for technicians to answer during their service tasks. The technician can type a response to a question or pick a response from a dropdown list. Alternatively, they can record measurements against pre-defined tolerances, which will raise automatic alerts in the case of a measurement or reading outside the allowable range. Action cards can also be shared between identical assets requiring exactly the same calibration, quality control, maintenance or safety related task workflow, for example.
		Cloud-based application	
		Paperless system	
		Technician guidance	
		Create interactive instructions for technicians	
		Add media to instructions e.g. pictures and video links	
		Record measurements	
		Auto measurement validation	
Scheduling Dashboard	Schedule all periodic tasks into the task calendar.	Create, assign and re-assign editable scheduled tasks	“Schedule any task by selecting an action card from the list of available cards for the asset in question. You can assign the task to a specific technician and create a calendar event by selecting a date and whether it is a periodic repeat event, such as daily , weekly, monthly, annually or every second Tuesday. These scheduled tasks are fully customisable and editable. E-Mail, WhatsApp and push notifications go out when new tasks are scheduled, periodical tasks are due or become overdue and tasks get completed, as well as a daily e-mail report of combined tasks statuses.”
		Periodic scheduling options	
		E-Mail, WhatsApp and Push Notifications	

SCHEDULED TASK MANAGEMENT

Category	Description	Features	Detailed Description
Calendar View	See calendar view of all tasks, showing their individual statuses.	Calendar view of all periodic tasks	Whether it be performing a safety check, quality control verification, periodic maintenance or any kind of visual check, the Calendar View section displays all planned tasks (due today, upcoming or overdue) and alerts assigned to individuals. Technicians access their work instructions by selecting individual calendar instances in their personal calendars on their mobile devices. The calendar is also a tool for managers to see the current status and history of all scheduled tasks. These are labelled according to their individual statuses, for example, overdue, completed, pending or whether an alert was raised due to an issue picked up while performing a scheduled task, plus the relevant details. Managers can also re-assign technicians from here or access individual task details by choosing to dive into individual instances. The calendar view can be displayed per day, week or month view and is filterable according to individual statuses, specific locations or assets and technicians. Workers can submit task suppression requests to management where tasks cannot be performed. Management can choose to accept or deny these requests and also have the ability to suppress tasks themselves, for example, when an asset is temporarily not running production and performing certain tasks on it, like daily checks, not being feasible. Share detailed scheduled task .pdf report with your internal or external customer.
		Access individual service details	
		Colour-coded status indicator for all service instances	
		Summary of alerts requiring attention	
		Add comment when resolving alerts	
		Day, week or month display filter	
		Location and asset filtering	
		'Services Assigned to Me' and 'All Services' viewing options	
		Service re-assignment feature	
		'Assign Service to Myself' feature	
		Task suppression request and authorisation workflow management	
		Complete service history access	
		Scheduled task detailed and .pdf report (Sharable via WhatsApp or e-mail from within web application)	

MODULE
SETTINGS

Category	Description	Features	Detailed Description
Notifications Management	Apply settings to only receive notifications for certain locations, sub-locations. Functionality to opt out of certain notifications and notification channels .	Manage production tracking notifications	Choose specific locations, sub-locations and assets you would like to receive notifications for, with the option to opt out of certain notifications and notification channels.
		Manage alert notifications	
		Manage Raven sensor notifications	
		Manage periodic task notifications	
		Manage different notification channels	
		Manage notifications according to individual locations, sub-locations and assets	

MODULE

MASTERDATA: LOCATIONS AND ASSETS HIERARCHY MANAGEMENT

Category	Description	Features	Detailed Description
Centralised Company Hierarchy Management	Manage a digital tree view of your organisation's departmental structure and assets.	Departmental structure tree view	Create a digital tree view of your organisation's departmental structure according to the various sub-locations and assets housed within, for use across all ODIN applications. View your entire organisation at a glance.
		Location management of assets	
Asset and Location Information Management	Centrally store and access all location/ asset information with integrated QR code management.	Enter key location information	Centrally store and access all location/asset information with integrated QR code management. Place and scan QR codes on all assets to see the state of activities on that specific asset with regards to maintenance and production insights.
		Enter key asset information	
		Upload pictures of locations and assets	
		Generate QR codes for all locations and assets	
		Asset QR mobile scanning maintenance/production insights landing page	
History View	See register of ODIN Master Data historical edits.	ODIN Master Data historical edits register	View historical information changes made to your organisational hierarchy.
Product Variants Set-Up Module	Create your product variants, record product specific information like identifiers, ideal cycle time and cost and utilise the product variants in the production planning and tracking module.	Bulk upload feature	Create your production variants listing inside MasterData: Option 1: Download a .csv template, populate it with variant information and upload all your production variants' information into ODIN Checkpoint. Option 2: Manually add your production variants' information directly in ODIN Checkpoint. Capture information like Variant Name, Description, Product Code, Tag, Colour Identifier, Ideal Cycle Time and Unit Costs etc. Use these variants in your production planning and tracking module.
		Set up identifiers e.g. Variant Name, Description, Product code, Tag, Colour Identifier etc.	
		Capture information like ideal cycle time and unit costs etc.	
		Activate and deactivate product variants	
		Copy product variants for quick creation on new ones	
		Export feature	

MODULE

DOCUMENTATION MANAGEMENT

Category	Description	Features	Detailed Description
Documentation Management	Centrally store and access any type of documentation or information content in any file type you wish.	Upload/store documentation in any file type	Centrally store and easily access all your asset documentation/ information which companies usually misplace or struggle to find through the documentation management module of ODIN Checkpoint. Access files via app navigation or by simply scanning a documentation/ file QR code via your mobile device's camera. View, download and share documentation/information files through WhatsApp or e-mail. Place and scan asset QR codes to see the state of activities on that specific asset with regards to maintenance and production insights.
		Documentation/files categorisation	
		Access, view or download documentation/files	
		Share files via WhatsApp or e-mail	
		Generate/download QR codes for all locations and assets	
		Generate/download QR codes for individual documents/files	
		QR code scanning documentation/file access shortcut feature	

MODULE

SINGLE SIGN-ON (SSO) PLATFORM

Category	Description	Features	Detailed Description
ODIN Products Dashboard	View and launch available ODIN applications.	Subscribed applications launcher	Log into the SSO Platform dashboard to see all the products you have access to, plus information on other available products, new releases and pending products. Launch applications directly from the dashboard.
		View list of all available ODIN applications	
Global Organisation Management	Create, manage and access the global network of plants across your organisation.	Create sub-organisations for all global plants	As a global administrator, you can create, manage and have a bird's-eye view of all plants across your global network in the form of sub-organisations. As a global manager, you can dive into any of your sub-organisations to view their maintenance performance.
		Manage alert categories per organisation	
		Access individual plant reporting	
User Management	Manage all users, assign application access and associated roles.	Centralised user management	As administrator in your organisation, you can manage all users, assign them access to various ODIN products and manage their roles per application.
		Manage application access	
		Manage user roles per application	
User Profile Settings	Manage user profile settings, access to locations/assets and notification subscriptions per application.	Password management	Manage user profile settings, such as your password and biographical information. Manage notification settings to configure which types of notifications you want to receive per application. Manage location/asset access settings to configure which of these you want to have access to.
		Location access control	
		Asset access control	
		E-mail notification settings per location	
		E-mail notification settings per asset	
Organisation Settings	Manage organisation information as well as alert system related fields.	Organisation information management	Manage organisation settings, such as organisation name, logo etc. Manage organisation alert system fields by enabling optional fields and maintain fields that need to be set up before use e.g. alert categories and job, component and cause types.
		Set up custom alert categories	
		Enable and set up alert resolution job types	
		Enable component type and cause type fields	
Shift Configuration Settings	Define different types of shifts. Allocate start and end times and define non production times.	Define different types of shifts	The shift management module is where standard shifts are defined and set up. Define different types of shifts, such as day shift, afternoon shift and night shift. Allocate start and end times for each shift and define break times, changeover times or other non-production times, forming a pattern for each shift.
		Assign start and end times to each shift	
		Define standard non-production periods for each shift	

MODULE

RAVEN SENSOR CONFIGURATION MANAGEMENT

Category	Description	Features	Detailed Description
Asset/Sensor Association	Map or associate your Raven sensor with an asset.	Assign a Raven sensor to an asset	After onboarding a Raven sensor for your organisation using the Odin IOT mobile application, you must associate that sensor with a position on your asset in order to visualise your asset's data in a dashboard.
		Provide a position label for the sensor on an asset	
Alerts Management	Alerts that are configured for widgets can be centrally managed and updated	Change alert recipients at any time	Edit and delete alerts via an Alerts Management page, enabling you to view alerts across the organisation created in various dashboards without locating the dashboard first.
		Configure custom alert messages	
		Edit alert conditions and severity	
Alerts and Notifications	Create alerts at the widget level that will send out notifications when defined conditions are triggered.	Add alerts to your widgets with severity, recipients and trigger conditions	Create multiple alerts per widget based on trigger conditions, severity and recipients. Integration with ODIN Checkpoint enables an organisation to ensure actions are performed once alert notifications are received from ODIN IOT.
		Manage alert actions via ODIN Checkpoint Kanban	
		Customise message to be sent with alert notification	

RAVEN SENSOR CONFIGURATION MANAGEMENT

Category	Description	Features	Detailed Description
Device Management	Manage and filter device details and status via device listing page.	Monitor device connectivity and sensor command execution status	Manage all your onboarded devices in one place. Management activities include firmware updates, sensor commands (as well as history) and device status monitoring.
		View sensor commands history	
		Edit and delete devices	
		View and execute pending firmware updates	
		Re-teach a sensor using previously captured data sets	
Device Commands	Send commands remotely to your Raven sensor.	Reboot your sensor remotely	Control your device remotely via mobile or web application. Simple device commands with automated pipelines enable single click control over your sensor in the field.
		Perform firmware over-the-air updates	
		Schedule a date and time to teach your sensor about your asset's vibration profile using our autolearning pipeline	
Device Configuration	Customise onboarded Raven sensor configuration via web application.	Associate devices with specific assets	Start configuring your device to produce asset-specific insights into your vibration data. After the sensor has been taught, provide labels for your asset's operational states. Reassign sensors to new assets if and when necessary.
		Upload an image associated with your device	
		Label your asset's discovered operational states as per your requirement	
		Provide an alias name for your device	

MODULE
INTEGRATION MANAGEMENT

Category	Description
Integration with software platforms	Checkpoint provides the ability to integrate into any third-party application e.g. a CRM, ERP, CMS with http API.

MODULE
MOBILE APPLICATION

Category	Description	Features	Detailed Description
General	Off-line functionality	Off-line working mode	The ODIN Checkpoint mobile application switches automatically between off-line and on-line mode to ensure the best user experience while ensuring that data is managed in real time as far as possible so that bad internet connectivity does not affect productivity and user experience.
		Automatically switch between off-line and on-line depending on internet connectivity	
		Available for download on IOS and Android	
	Checkpoint devices	Checkpoint hardware supply as a service	We supply ODIN Checkpoint mobile devices in the form of cellphones and tablets which can be utilised as shared devices and configured to be locked to only perform ODIN Checkpoint-related activities.
		Applications access control	
	Push notifications	Receive push notifications	Keep informed by receiving push notifications for all important occurrence

MOBILE APPLICATION

Category	Description	Features	Detailed Description
Task Management	Raise alerts for unplanned occurrences requiring resolution and optionally assign technicians to resolve.	Unplanned occurrence 'Raise Alert' feature	Alerts can be raised whenever a user detects a problem. Simply tap the 'Raise Alert' button on your mobile device. Our 'Raise Alert' form allows you to enter detailed descriptions of the issue and apply a severity and alert category reflecting the urgency of the matter. You also have the option to add visual aids in the form of photographs that can be taken from within the alert form. Automatic alerts are also raised during servicing when a recorded measurement is outside a pre-defined tolerance window or when selecting a 'bad' option form an interactive input dropdown. The automatic 'Raise Alert' form also allows the user to specify severity, assign an alert category and take supporting photographs of the problem when required.
		Automatic 'Raise Alert' feature for when recorded measurements are out of tolerance or when selecting a 'bad' option form an interactive input dropdown	
		Manually raise alerts during scheduled services	
		WhatsApp notifications to assignees	
		Assign severity level	
		Assign alert category (custom alert category feature available)	
		System automatically calculates and records mean time to resolve alert duration	
		When resolving an alert, technicians record valuable data i.e. labour as well as production downtime duration, job type, faulty component type and cause of occurrence	
		In-app camera feature for taking photos and uploading to individual alerts	

MOBILE APPLICATION

Category	Description	Features	Detailed Description
Task Management	See calendar view of all tasks, showing their individual statuses.	Calendar view of all periodic tasks	Whether it be performing a safety check, quality control verification, periodic maintenance or any kind of visual check, the Calendar View section displays all planned tasks (due today, upcoming or overdue) and alerts assigned to individuals. Technicians access their work instructions by selecting individual calendar instances in their personal calendars on their mobile devices. The calendar is also a tool for managers to see the current status and history of all scheduled tasks. These are labelled according to their individual statuses, for example, overdue, completed, pending or whether an alert was raised due to an issue picked up while performing a scheduled task, plus the relevant details. Managers can also re-assign technicians from here or access individual task details by choosing to dive into individual instances. The calendar view is by day, week or month and filterable according to individual statuses. Workers can submit task suppression requests to management where tasks cannot be performed. Management can choose to accept or deny these requests and also have the ability to suppress tasks themselves, for example, when an asset is temporarily not running production and performing certain tasks on it, like daily checks, not being feasible.
		Access individual service details	
		Colour-coded status indicator for all service instances	
		Summary of alerts requiring your attention	
		Ability to comment when resolving alerts	
		Day, week or month display filter	
		Location and asset filtering	
		'Services Assigned to Me' and 'All Services' viewing options	
		Service re-assignment feature	
		'Assign Service to Myself' feature	
		Task suppression request and authorisation workflow management	
		Complete service history access	

GLOSSARY

Application	Checkpoint Terms	Industry Aliases	Descriptions
ODIN Manufacturing Single Sign-On (SSO) Platform	Organisation	Customer Organisation, Global Organisation, Company, Entity, Corporation, Firm, Group	An overarching entity that represents a customer's global operation. It serves as the main container for managing and organising various branches, plants, or divisions within the customer's business network.
	Sub-Organisation	Premises, Site, Branch, Plant, Factory	A distinct customer premises, plant, or branch that makes out part of a customer's global operation. Each sub-organisation has its own set of tasks, alerts, production metrics, and sensor data management.
	Admin Role	Administrator, Super User, Power User,	User with full privileges who has the ability to access to all features available in the ODIN Manufacturing Single Sign-On (SSO) Platform.
	User Role	End User, Regular User, Standard User, Basic User	User who only has basic feature access in the ODIN Manufacturing Single Sign-On (SSO) Platform.
	Manager Role	Checkpoint Administrator, Checkpoint Admin Role	Checkpoint end user with full privileges who has the ability to access to all features available.
	Member Role	Checkpoint End User, Checkpoint Regular User, Checkpoint Standard User, Checkpoint Basic User	Checkpoint end user who has the ability to perform tasks, raise alerts, resolve alerts and manage user settings.
ODIN MasterData	Locations	Zones, Areas, Sections, Departments, Units, Divisions	Primary or Main locations that an organisation is comprised of.
	Sub-Locations	Zones, Areas, Stations Sections, Departments Workspaces, Bays, Cells Units, Segments, Divisions	Child locations within the primary/main locations. Sub-Locations can also have their own child sub-locations, making out the organisational hierarchy with regards to the departments, sections and various areas it comprises.
	Assets	Equipment, Machinery, Apparatus, Device, Instrument, Appliance, Tool, Machine, Apparatus, Implement, Instrumentation, Device, System, Infrastructure	Any equipment requiring routine maintenance, inspections and calibration in order to function optimally as intended.

GLOSSARY

Application	Checkpoint Terms	Industry Aliases	Descriptions
ODIN Checkpoint	Action Card	Task Collection, Task Grouping, Task Compilation	A collection or compilation of tasks in the form of standard operating procedures(SOPs) built specifically for certain assets in an organisation. An action card can be shared between multiple assets.
	Standard Operating Procedure (SOP)	Task, Work Instructions, Workflow Procedures, Procedural Standards, Routine Instructions, Work Process Guidelines	An action card can contain multiple tasks (SOPs). An SOP instance contains step-by-step instructions on how to perform a task. These tasks get displayed to end users in the form of scheduled instances which could comprise multiple tasks at a time. Each SOP is comprised of two components: 1. Detailed instructions, including media such as picture and video content. 2. Interactive inputs for end users like text input fields, dropdown selections and measurement inputs, which can be evaluated against a predefined tolerance for example. "
	Interactive Inputs	User Input, Feedback Input, Task-Embedded Input, User-Responsive Input, Task-Integrated Input, Interactive Prompt, Task Data Entry	In addition to task work instructions, an action card SOP can also contain interactive inputs. These are instructions for end users for recording data and feedback with regards to the tasks they perform in the form of text input fields, dropdown selections (raising alerts when a bad selection is made), measurement inputs (which can be evaluated against a predefined tolerance and raising an automated alert when an entered value is outside of tolerance) and photograph input.
	Task Scheduler	Planned Work Order Management System, Maintenance Management System, Service Scheduling Platform	A user-friendly tool that allows users to plan and organise tasks. It uses action cards, which contain task specific interactive multimedia instructions associated with specific assets. It includes flexible scheduling options with the option of assigning a specific technician and also has built-in notification triggers for e-mail, WhatsApp, and push notifications.

GLOSSARY

Application	Checkpoint Terms	Industry Aliases	Descriptions
ODIN Checkpoint	Scheduled Task	Scheduled Service, Planned Work Order, Planned Task, Planned Maintenance, Scheduled Inspection, Periodic Task or Check, Pre Start-Up Check, 5S Inspection	Any planned scheduled task. This could be a once-off planned occurrence or a periodic task that needs to be repeated in the form of a recurring series. When scheduling a task, you simply attach a single or multiple action cards, containing the combination of interactive work instructions required to fulfil the task requirement, which can be assigned to a specific member in the organisation.
	Calendar View	Task Listing, Planned Work Order Listing, Task Calendar, Technician or Manager View	The Calendar View is a user-friendly interface that visually organises and presents scheduled tasks, making it easier for users to manage their tasks, plan their activities, and collaborate effectively within an organisational context. The Calendar View also present users with a summary of alerts that require resolution.
	Alert System	Work Order Management System, Maintenance Request System, Asset Issue Tracking System, Downtime Management System, Service Request Platform, Unplanned Maintenance System, Problem Ticketing System	This unplanned event management system integrates ticketing with work order workflow management, and includes e-mail and WhatsApp integration. It features a Kanban board for visual workflow tracking, thereby improving operational effectiveness, communication, and documentation.
	Alert	Unplanned Occurrence Work Order, Job-Card, Job/Work/Repair Ticket, Machine Repair Task, Maintenance Request	An Alert is an unplanned occurrence work order used to promptly address and resolve unexpected issues with assets, minimising downtime by facilitating investigation, troubleshooting, and necessary repairs, while documenting essential details for the resolution workflow.

GLOSSARY

Application	Checkpoint Terms	Industry Aliases	Descriptions
ODIN Checkpoint	Raise Alert		
	Alert Category	Issue Types, Incident Categories, Problem Classifications, Event Labels, Problem Types, Situation Categories	Describes the nature of the alert situation and provides context to help technicians and managers understand and prioritise the response.
	Job Type	Type of Work, Maintenance Category, Repair Type	Type of work that must be performed in order to address the root cause of the alert.
	Component Type	Component Category, Defective Component, Faulty Component	Type of component that is faulty and requires rectification in order to address the root cause of the alert raised.
	Cause	Root Cause, Source of Issue, Underlying Reason, Originating Factor	The root cause of the problem that has to be resolved by raising an alert.
	Corrective Action	Remedial Steps, Resolution Procedure, Problem Solving Action, Rectification Measures, Remediation Approach	This field describes what exactly has been done in order to address the actual root cause of the problem which led to an alert being raised.

NOTIFICATIONS MANAGEMENT

MODULE: ALERT SYSTEM

Notification	Type			Recipient			Role
New Raise Alert without assigning someone	E-Mail	Push Notification	WhatsApp	All Managers in Location			Manager
New Raise Alert including assigning someone	E-Mail	Push Notification	WhatsApp	All Managers in Location	Assignee		Manager or Technician
Assign an unassigned Alert from Alert Kanban	E-Mail	Push Notification	WhatsApp		Assignee	Reporter	Manager or Technician
Re-Assign Alert from Alert Kanban	E-Mail	Push Notification	WhatsApp		Assignee	Reporter	Manager or Technician
Due-Date Update from Alert Kanban	E-Mail	Push Notification	WhatsApp		Assignee	Reporter	Manager or Technician
Alert Overdue	E-Mail	Push Notification	WhatsApp	All Managers in Location (Once-off notification)	Assignee (Daily Basis Reminder)	Reporter (Once-off)	Manager or Technician
Alert Resolution	E-Mail	Push Notification		All Managers in Location		Reporter	Manager or Technician

NOTIFICATIONS MANAGEMENT

MODULE: SCHEDULED TASKS

Notification	Type			Recipient			Role
Scheduled Task Assignment	E-Mail	Push Notification			Assignee		Manager or Technician
Daily Task Schedule	E-Mail	Push Notification			Assignee		Manager or Technician
Scheduled Task Initiated	E-Mail			Direct Manager			Manager
Scheduled Task Completion	E-Mail			Direct Manager			Manager
Scheduled Task Reassignment	E-Mail	Push Notification			Assignee		Manager or Technician
EOD Daily Scheduled Task Summary	E-Mail	Push Notification		All Managers in Location			Manager
Scheduled Task Overdue	E-Mail	Push Notification			Assignee		Manager or Technician
Scheduled Task Creation	E-Mail				Assignee		Manager or Technician
Periodic Scheduled Task Due for today	E-Mail	Push Notification	WhatsApp		Assignee		Manager or Technician
Scheduled Task Suppression Request	E-Mail	Push Notification		Direct Manager			Manager
Suppression Request Approved or Denied	E-Mail	Push Notification				Requestor	Technician

Note: All notifications are once off notifications unless otherwise stated.

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