MACHINE INFORMATION - HISTORY

Restricted Access

This area requires a **Planning** or **Finance** license to access.

Users, Super Users, **Owners** and **Internal Users** can view and update reference data.
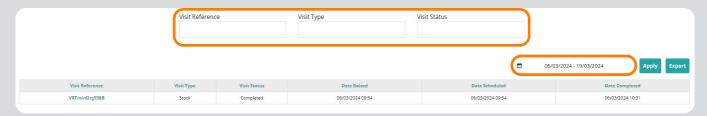
History Tab

The **History** tab provides a summary view of visits within a specified time period.

In this tab, you can filter the visits by:
- Visit Reference
- Visit Type
- Visit Status

You can also adjust the date range based on the **Date Scheduled**.

After applying your filters, select '**Apply**' to display the visits that match your criteria.

Within the **History** table, you can view summary information about both current and past visits:

- **Visit Reference:** Hyperlinked for easy access to the visit sheet.
- **Visit Type:** Indicates the type of visit that was created.
- **Visit Status:** Displays the current status of each visit sheet.
- **Date Raised:** Shows when the visit was created.
- **Date Scheduled:** Indicates the date the visit was planned for.
- **Date Completed:** Reflects when the visit was finished.

You can use these details to track and review the history of visits effectively.