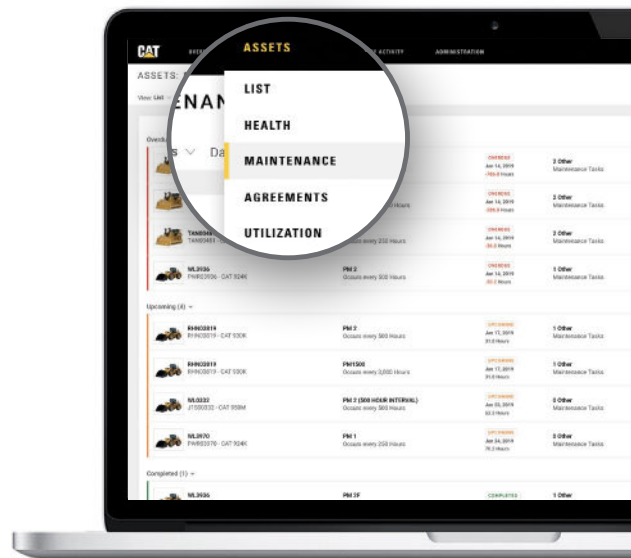# THE ONLY MAINTENANCE TOOLS YOU NEED

MY.CAT.COM AND THE CAT® APP MAKE MAINTENANCE FAST AND EASY

Keep maintenance on track and your machines running at their peak with My.Cat.Com and the companion Cat® App. The latest release features an easy-to-use maintenance tool that shows what maintenance tasks or events are overdue, upcoming and completed — then lets you take action by scheduling service, buying parts, adjusting schedules and more.* Here's how the tool works on My.Cat.Com, with some complementary functionality in the Cat App:
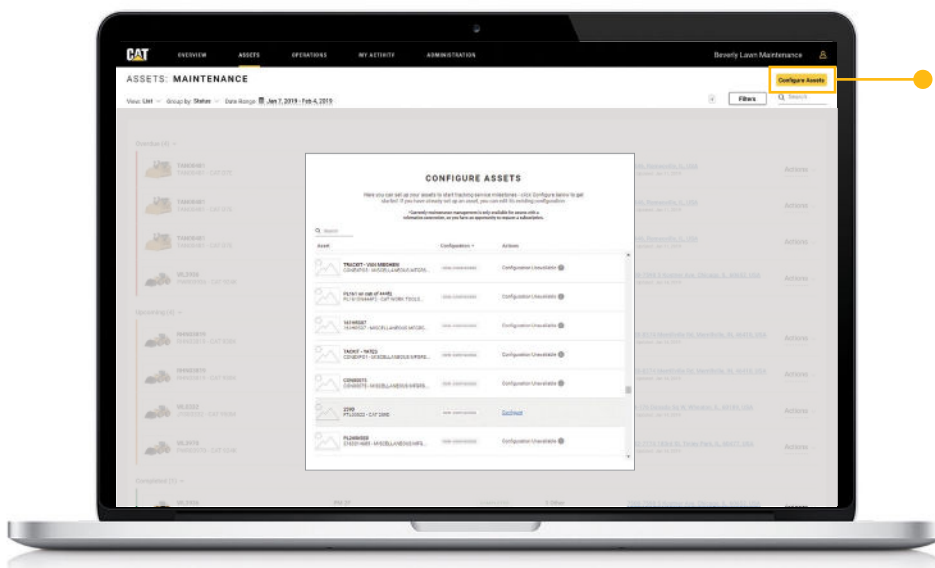
1 GET STARTED

It's easy to access all of the maintenance features on My.Cat.Com right when you log in. From the **Assets** menu in the top navigation, choose the **Maintenance** option.

On the Cat App, you can access maintenance alerts within your asset list, then drill down for additional maintenance features.

My.Cat.Com automatically populates information essential for tracking maintenance — like service meter hours and daily utilization — using Product Link™ data. If all your assets are connected to Product Link, you're good to go! You can immediately start using the maintenance tool. If not, you'll need to do some configuration first.

You can add or update information anytime by clicking **Configure Assets** in the upper-right corner.
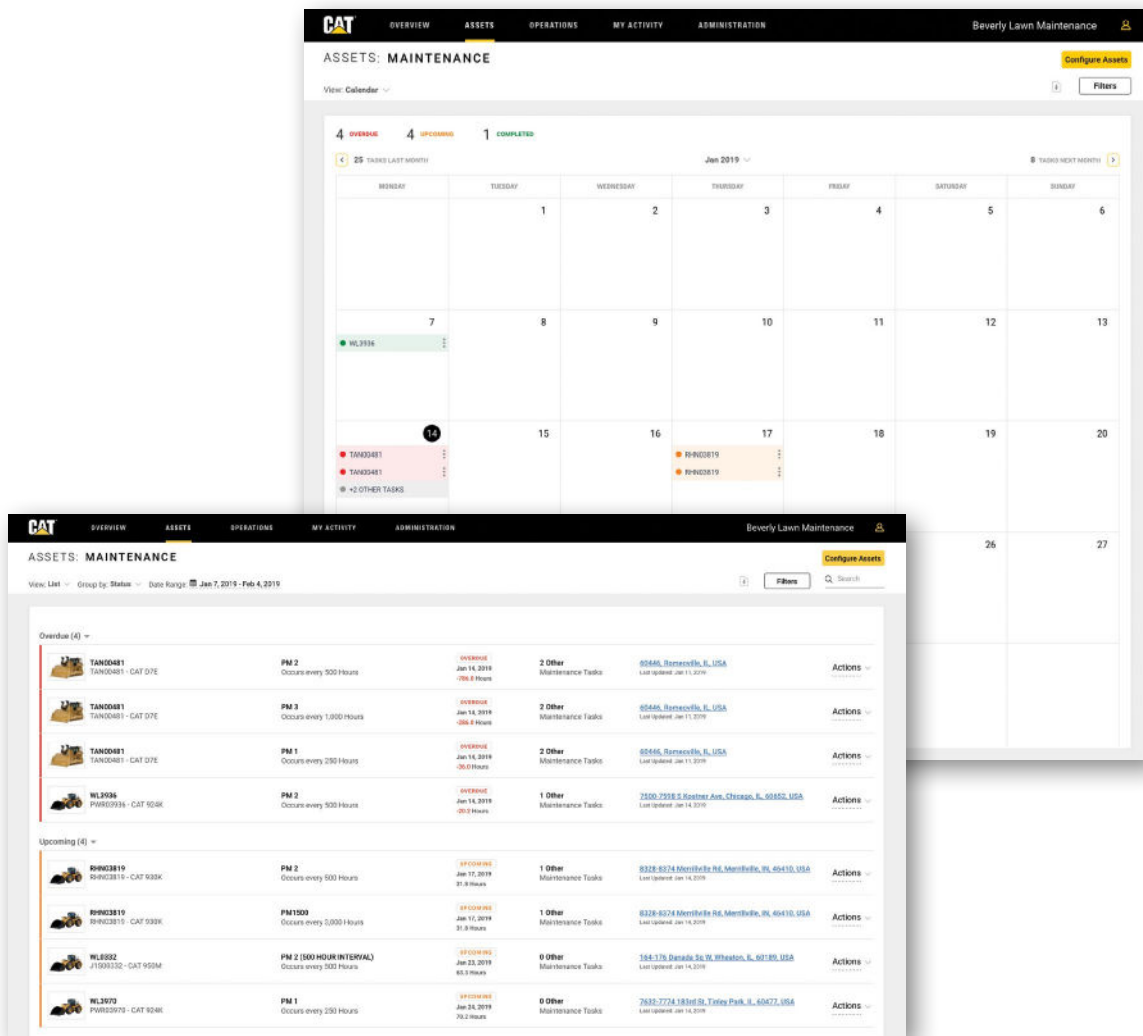
2 CHOOSE YOUR VIEW

Once your assets are configured, decide how you want to view your maintenance tasks. You can move back and forth between calendar view and list view, depending on your preferences. In either view, it's easy to take quick action on tasks — like marking them complete or scheduling service — without drilling down further into an individual asset page.
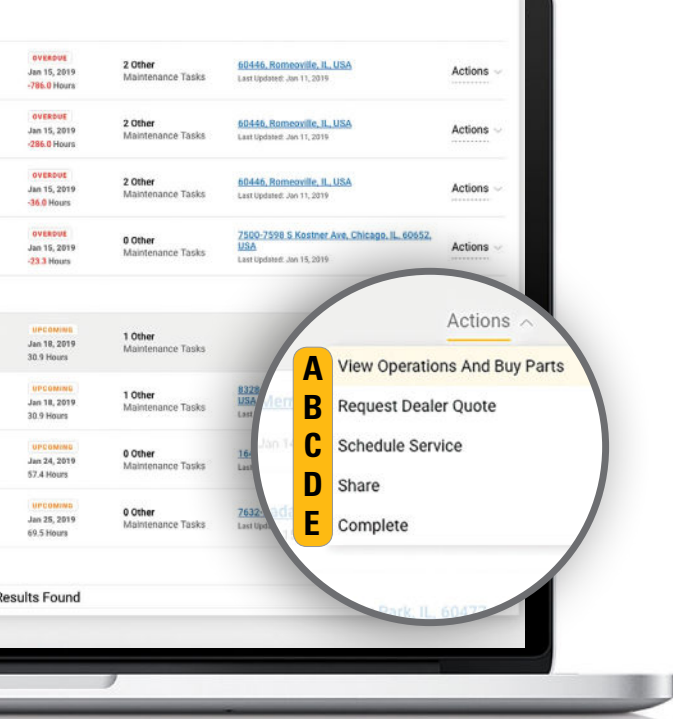
In **calendar view**, you can see a month's worth of maintenance at a glance. Tasks are color-coded — red for overdue, orange for upcoming and green for completed — so it's easy to identify where immediate action is required.

- Click on a specific date to get a list of tasks for that day.
- Click on an individual maintenance task to get more details and take action.

In **list view**, you can group maintenance tasks in three different ways:

- Group by **status** to show all overdue tasks first, then upcoming tasks, then completed tasks *(illustrated)*.
- Group by **asset** to show all tasks for an individual piece of equipment.
- Group by maintenance **type** to show all PM1s first, then all PM2s and so on.

3 START TAKING ACTION

My.Cat.Com makes acting on maintenance fast and easy. Just click on the **Actions** drop-down menu to choose one of five different actions available for every task.

A **View Job Operations and Buy Parts** shows you a PM checklist for the maintenance task and a list of parts you need to complete it. You can also select "Buy Parts" to have your parts list populated in Parts.Cat.Com and quickly order what you need.

B **Request Dealer Quote** sends a note to your dealer asking for their price to complete the work. Information about the asset and service request are autofilled, so you just need to select a dealership and provide contact details.

C Need to **Schedule Service** for an asset? Enter your preferred date and time along with your contact info. My.Cat.Com pulls in the asset's GPS location, so you don't have to waste time searching for and typing in an address. Or, choose a dealer location nearby if you'd rather take it into the shop.

D Does someone else on your team need to know about or take action on a maintenance task? **Share** it with them. My.Cat.Com generates an email and lets you add recipients and a custom message.

Sample email

E Select **Complete** to mark a maintenance task finished. Include the date the work was done, the service meter value at the time, who completed the job and the work order number, if available. If you finish a task ahead of (or behind) schedule, the next service date is adjusted automatically.

READY TO CHECK OUT THE TOOL?

Watch the video to see how it works in action. Then log in to My.Cat.Com to keep maintenance on track and your machines running at their peak. Or, download the Cat App, and use your Caterpillar account to log in and access the tool.

MY.CAT.COM

Cat App:

Download on the **App Store**

GET IT ON **Google Play**

LET'S DO THE WORK.™