FIAM: Intermodal Network Equipment

Job Aid: Submit an Estimate

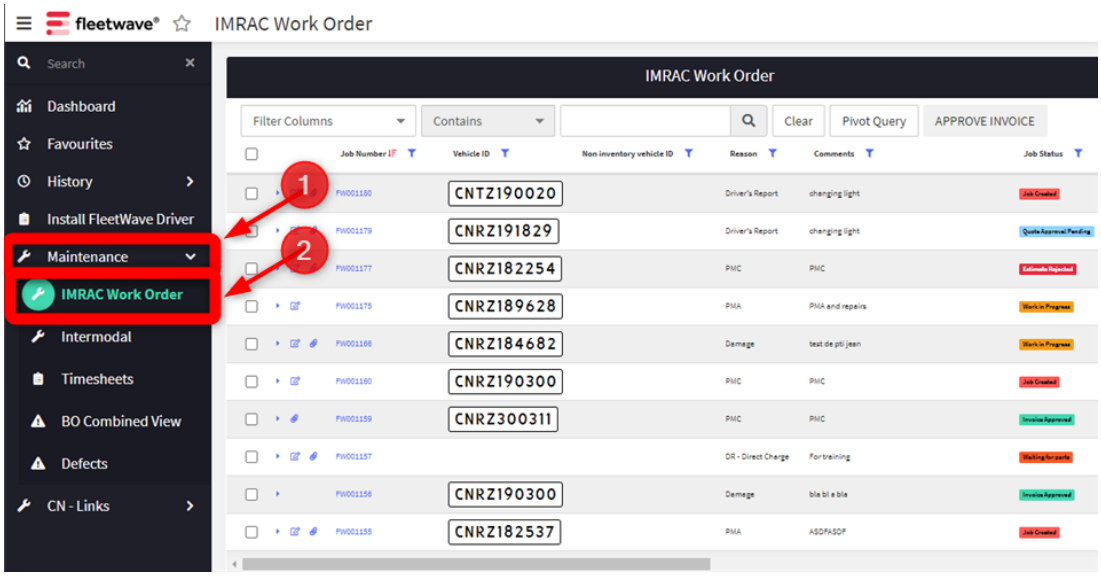
Submit an Estimate

This job aid provides a step-by-step guide to creating work orders for chassis, containers, reefers, and clips from the work order screen to document a unit's repairs and start the estimation process. Follow these steps to register a new work order in FleetWave with a 'Job Created' status. You need to add job details to the work order before sending the quote to the IMRAC Agent for approval.

Steps

1

1. Expand the Maintenance Module in the main menu.
2. Select the IMRAC Work Order topic from the expanded selection.



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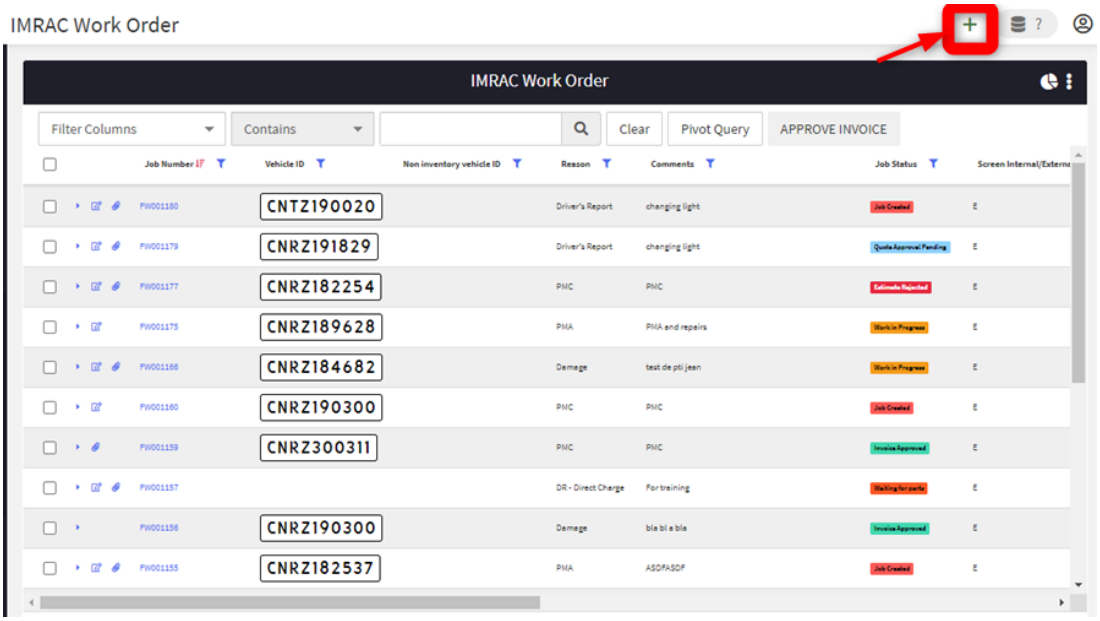
2.

Tap/Click the green "**+**" icon in the top-right corner of the page to open a new work order.



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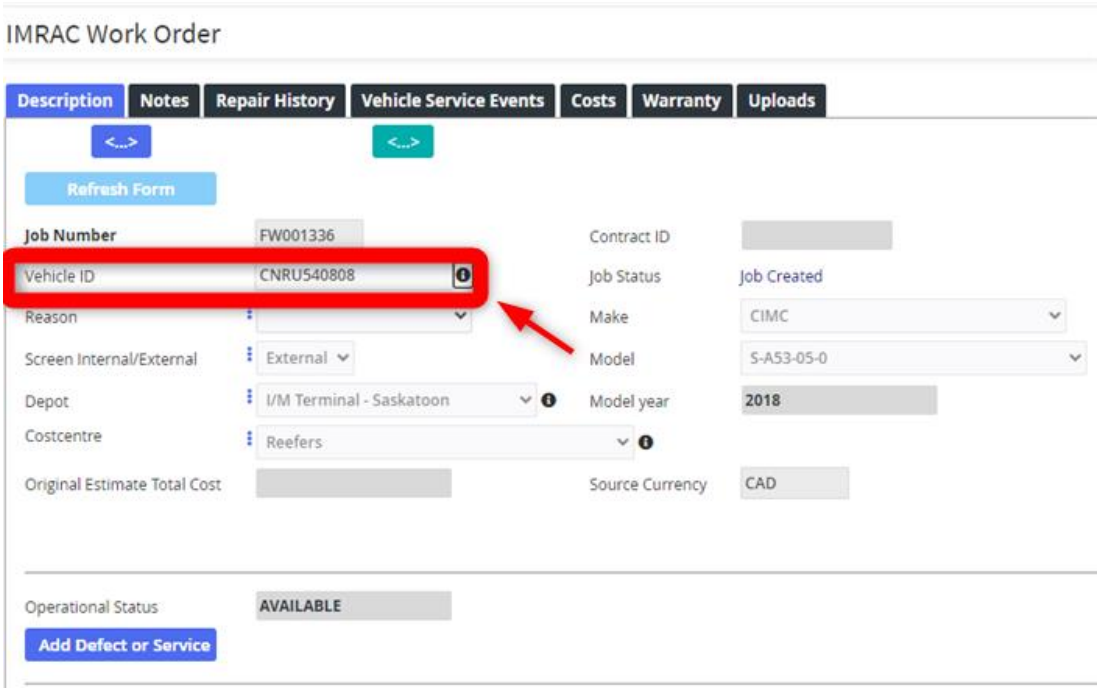
3 Enter the Vehicle ID.



NOTE
A pop-up warning will appear if a work order cannot be created for the vehicle or asset due to its status. In this case, the save button will be deactivated

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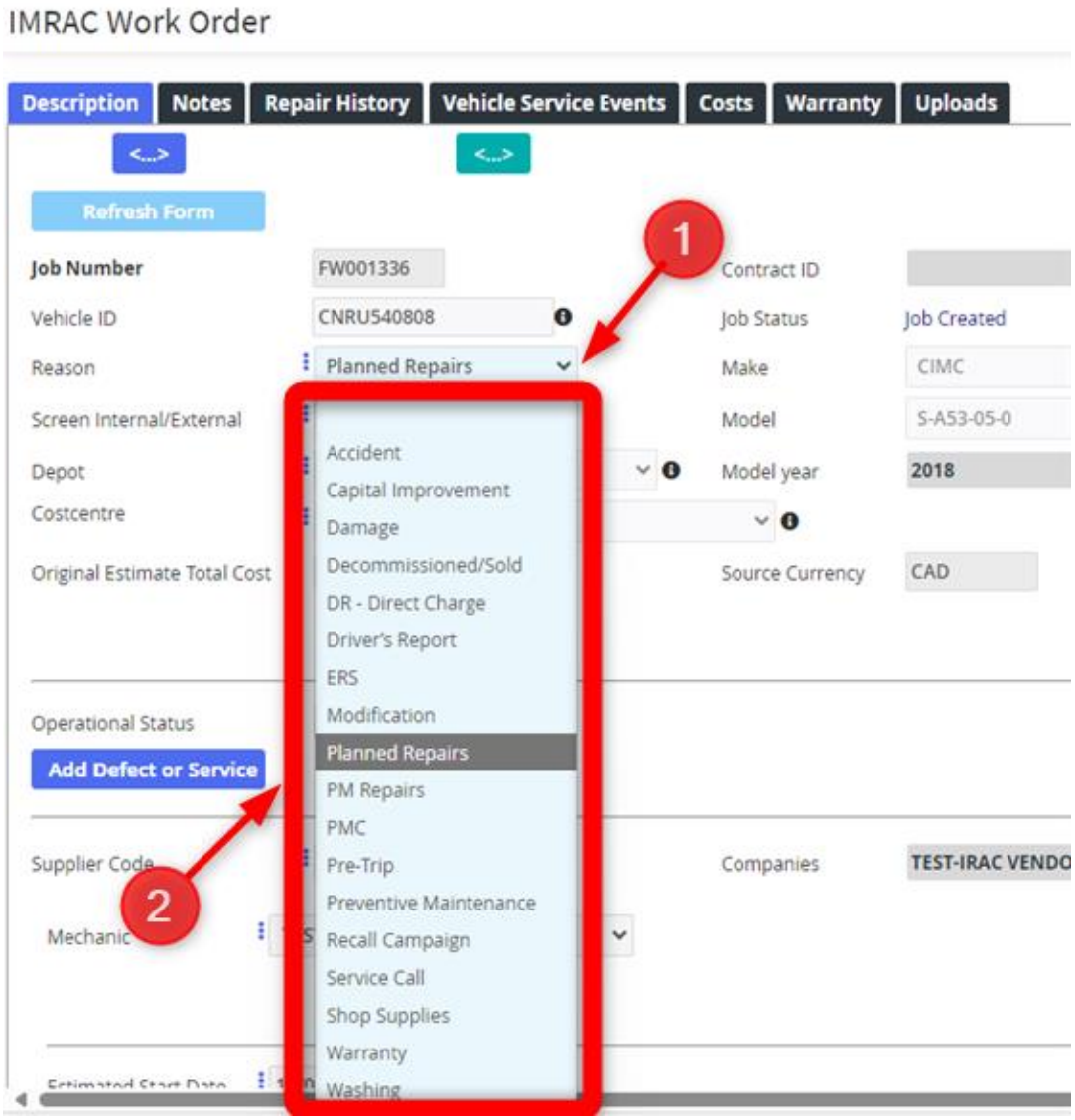
4

- Select the **Reason** from the dropdown list.



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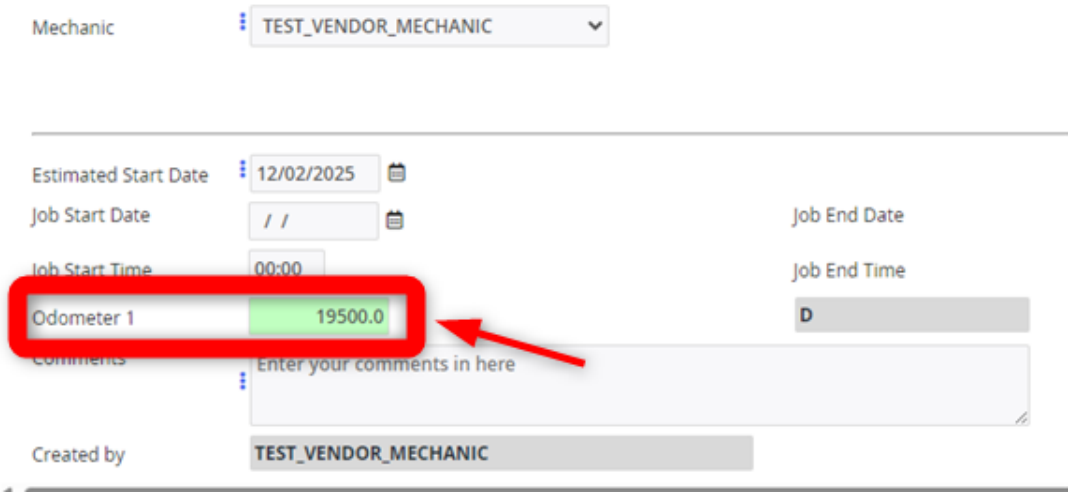
5

Enter **Odometer** reading for *Chassis* or *Reefer* work orders.



NOTE
When Opening a Work Order for a Reefer, Heater or Chassis, you will see Odometer 1 whereas when opening a Work Order for a Powerpack, you will see two Odometer fields, one for each engine.

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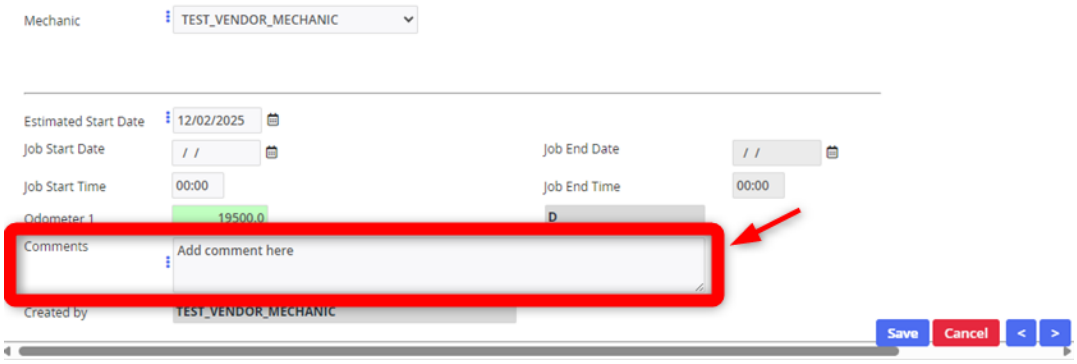
6

Add **Comments** to the work order about the repair needed.



NOTE
You can expand the comment box by dragging its bottom right corner.

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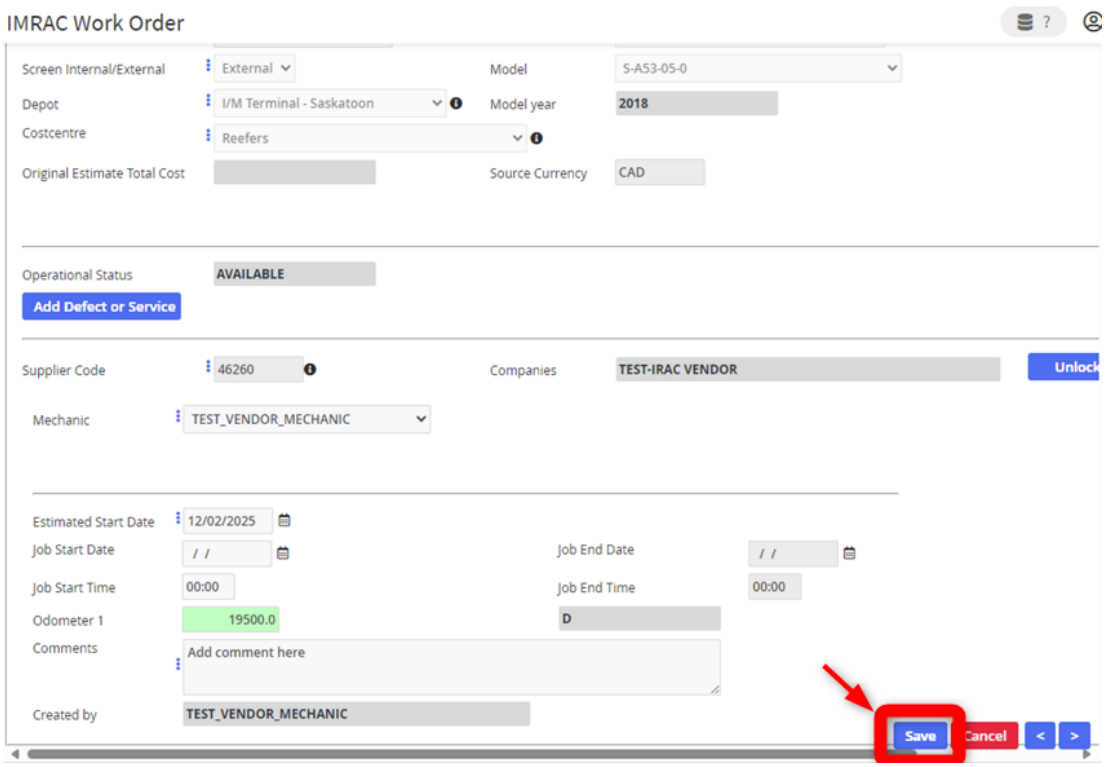
7 Tap/Click **Save** to create the work order.



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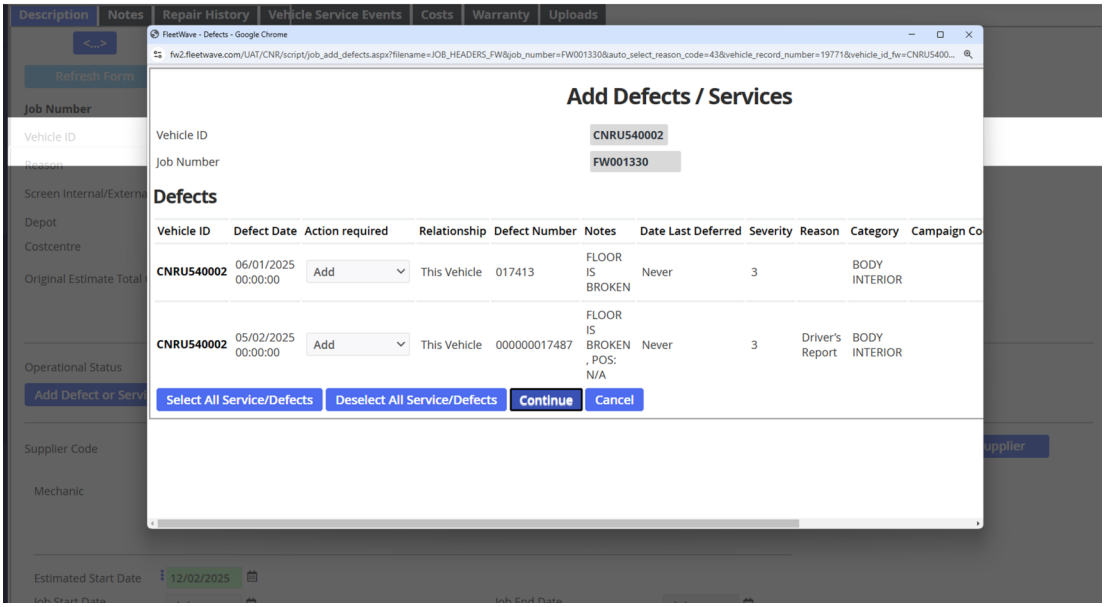
8. The system might display a pop-up window if there are defects (BO) or recalls on the unit. You can add the defect or service event to the work order or defer it to a later date.

Once the work order is saved, it will be updated with the Job Status – Job Created.

IMRAC Work Order



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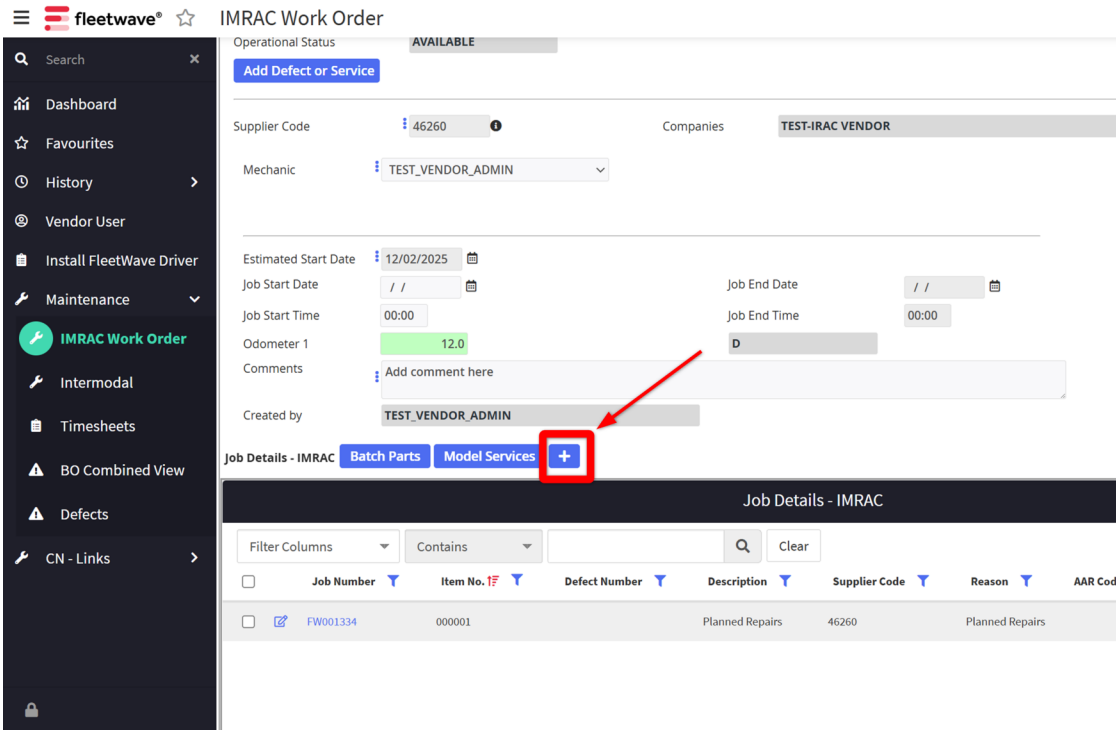
9. To add a detail line, scroll down to the **Job Details IMRAC** table and tap/click the "**+**" icon.

Note that you need to enter the AAR codes relating to the estimate in the job details. The final estimate will be the result of the labour and parts added to a job detail.



> ! You need to create a separate job detail for each AAR code or repair needed. Do not add it in the comments only.

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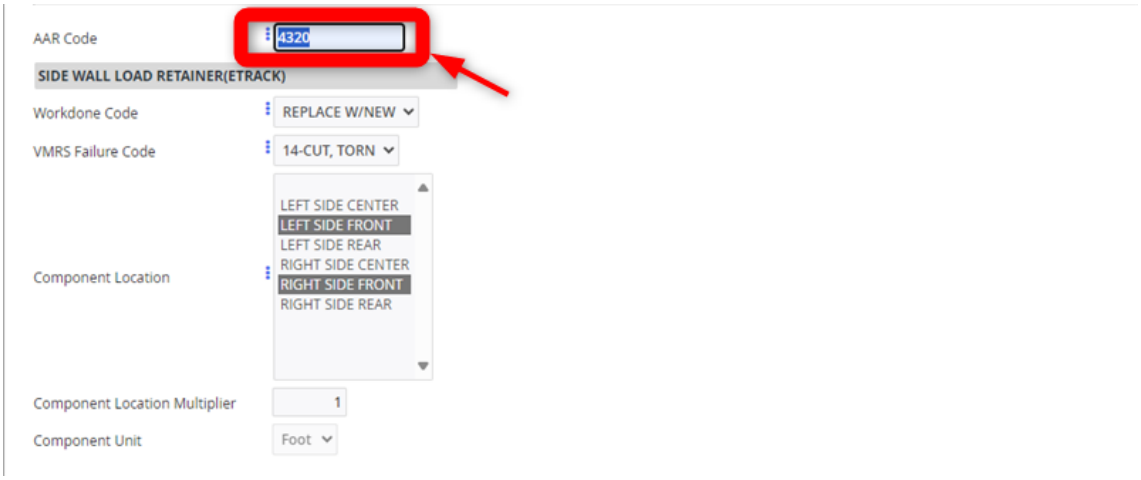
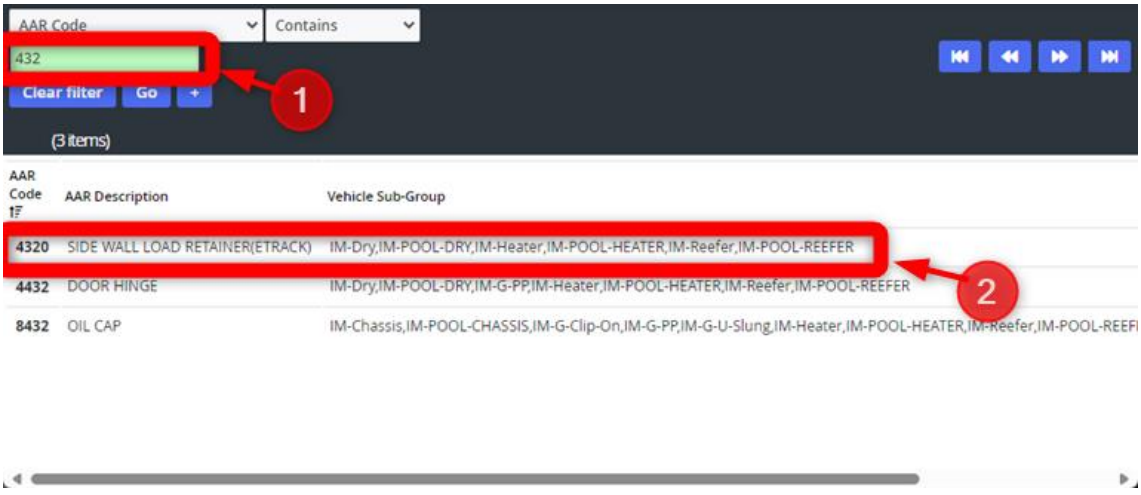
10.

Enter the **AAR Code** for the repair in the designated field.You can also search for the **AAR Code** by clicking on the field and pressing the **TAB** key. **If working on a tablet, click on a blank space on the page instead of pressing TAB.**

This will bring up the **AAR Code** search window where you can enter the code and select the desired option.





11.

The **AAR Code** is now entered.

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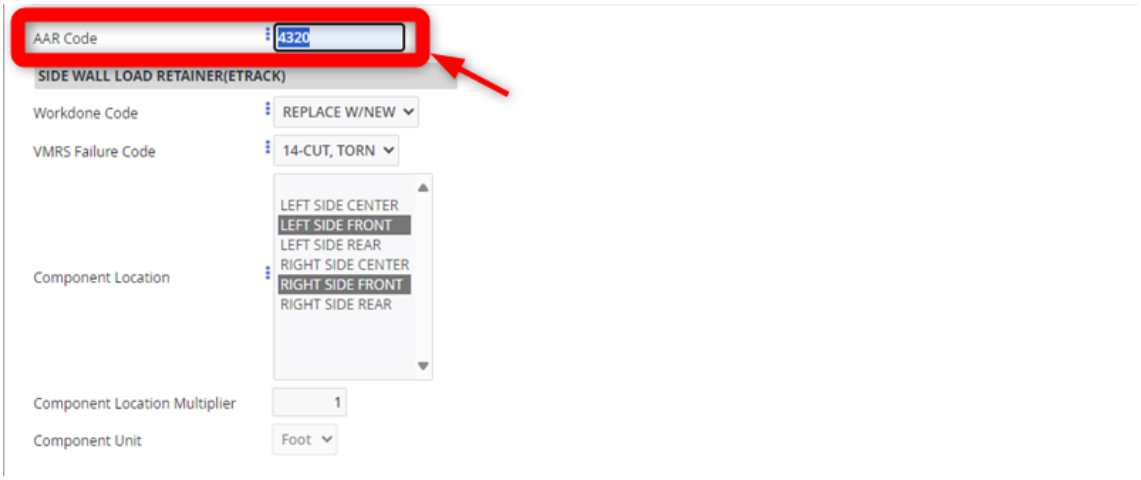

13 • Select the **Workdone Code**

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14. Select the **Component Location**. To select multiple locations, hold the **CTRL** key and choose the applicable locations.

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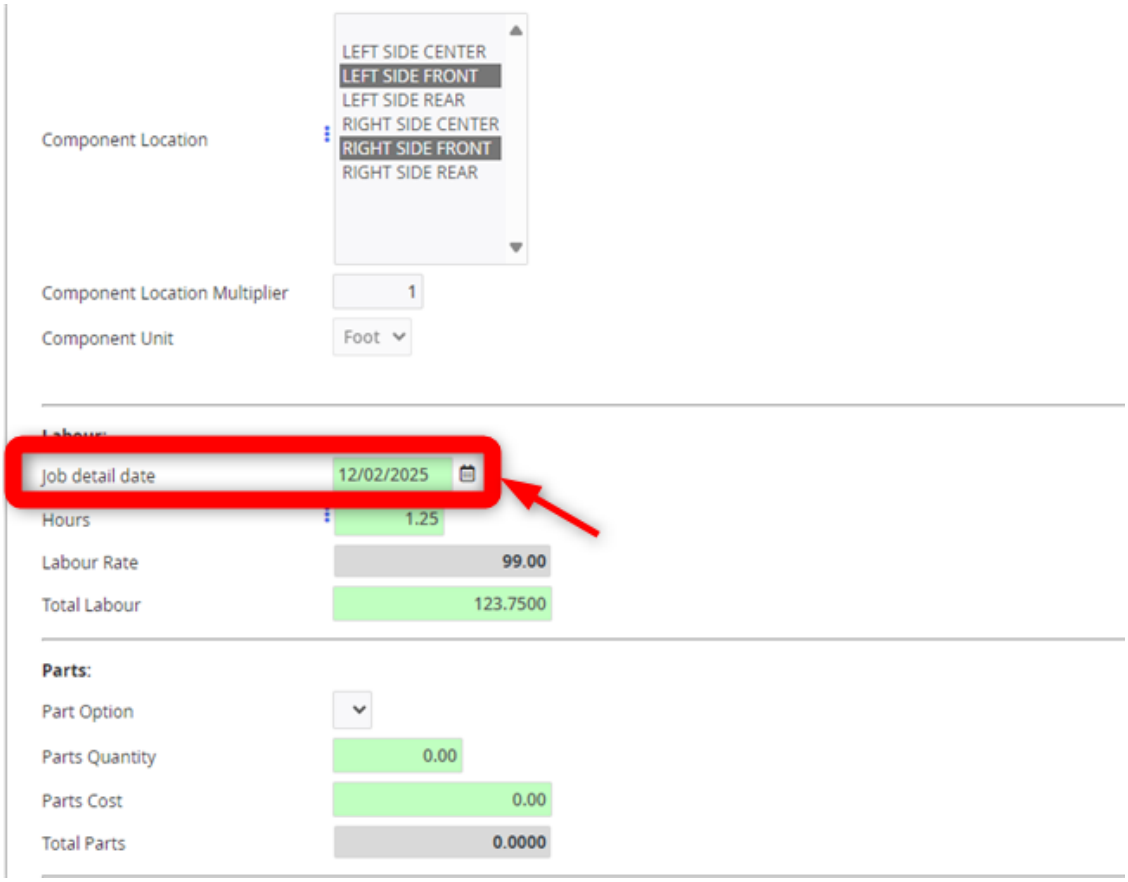
15. Confirm the **Job Detail Start Date**. This date should auto-populate and can be changed if needed by tapping/clicking on the calendar icon.



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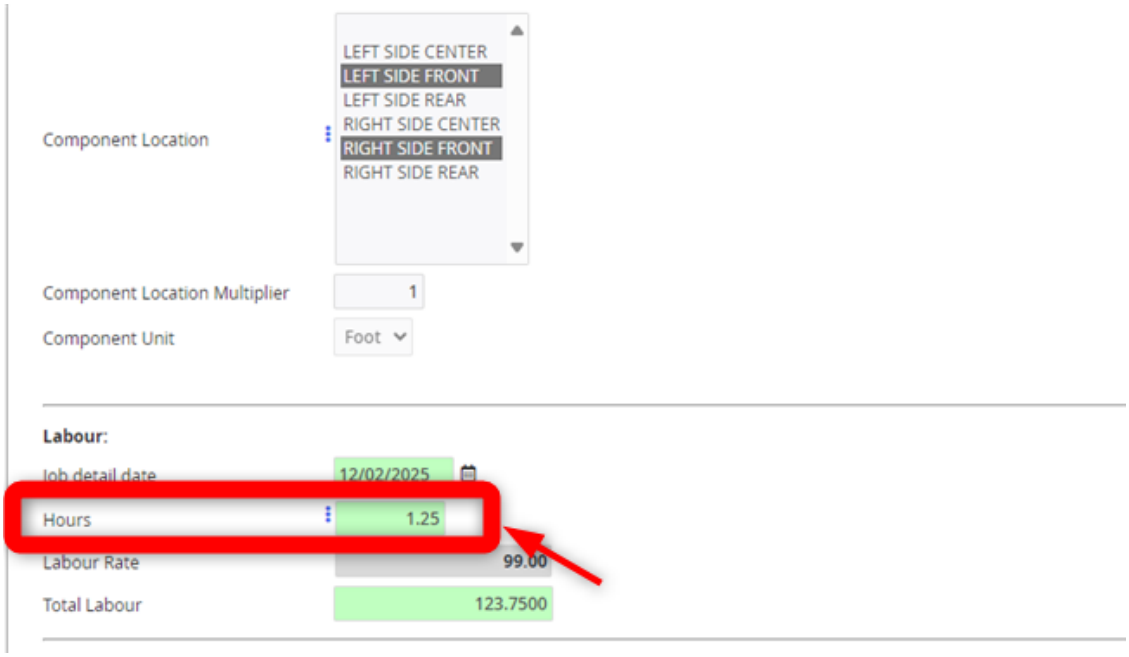
16. Enter the **Hours** the specific repair is expected to take. Note that based on SRTs, some labor hours are locked.



> If an SRT is assigned to the AAR and Work done Code you entered above, the Labour Hours will be automatically set by the system and locked. If there's no SRT assigned, the user can enter their estimate Labour Hours for the repair.

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17

Enter the **Part Quantity**.

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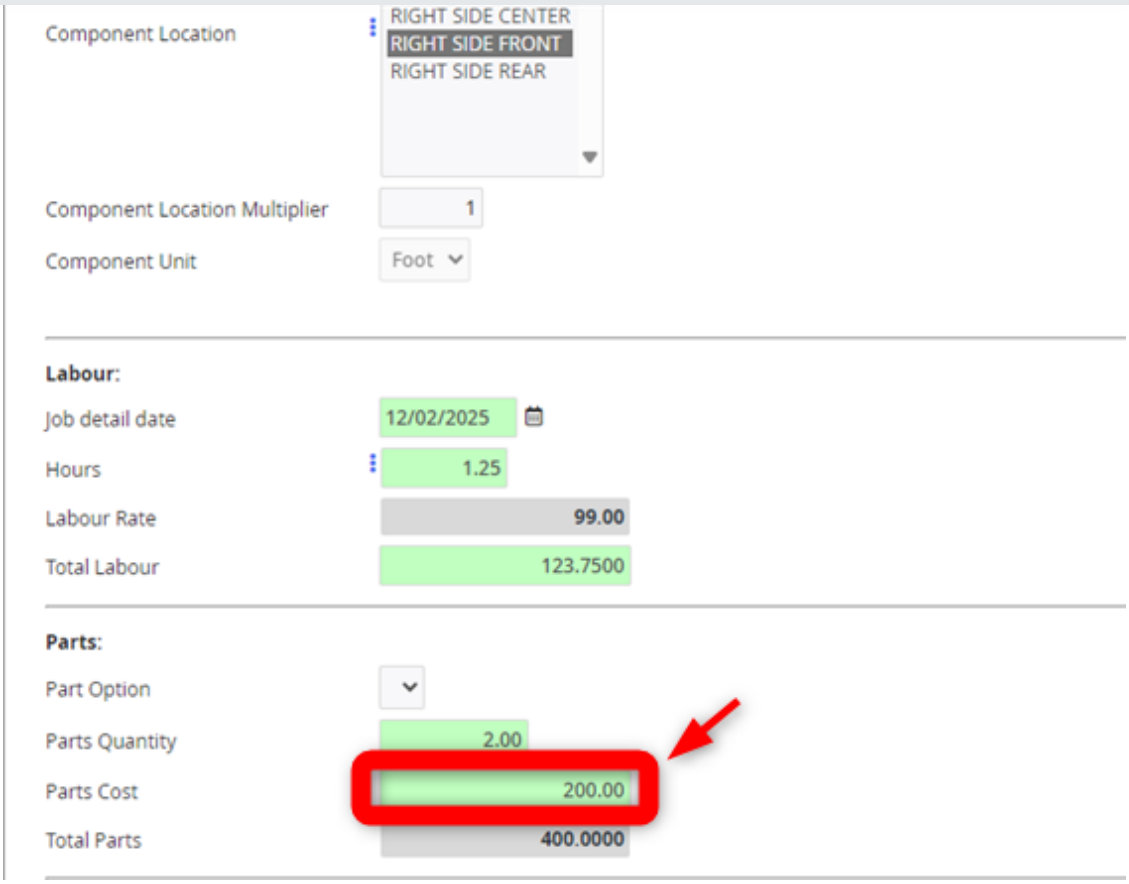
18 Enter the **Part Cost**, if you didn't select a part option. This field will not be visible if a part option was selected.



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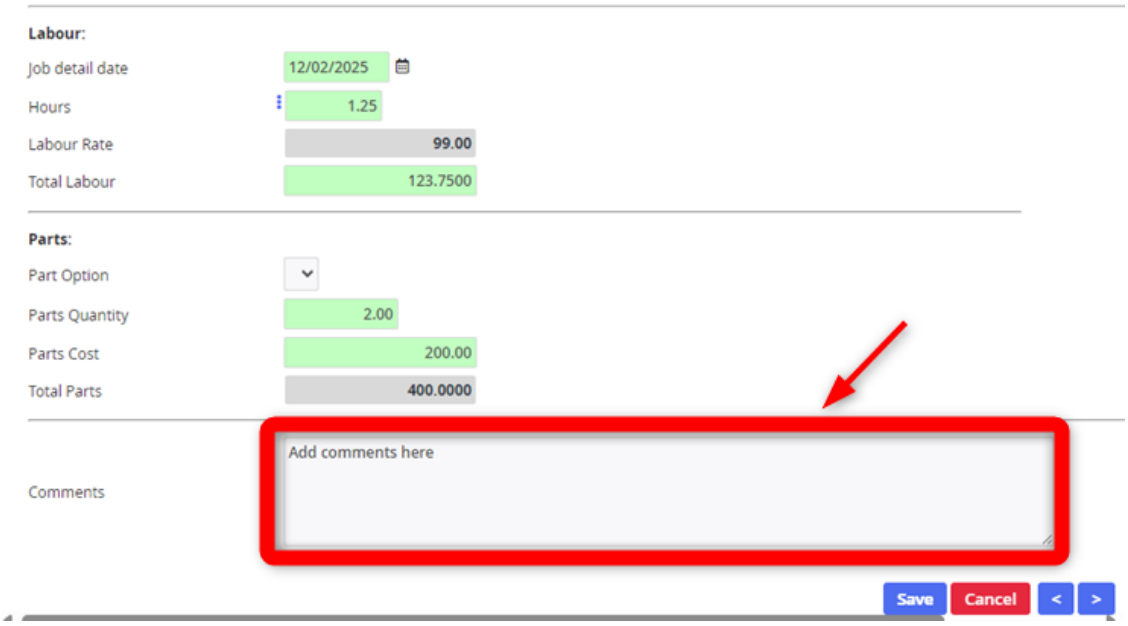
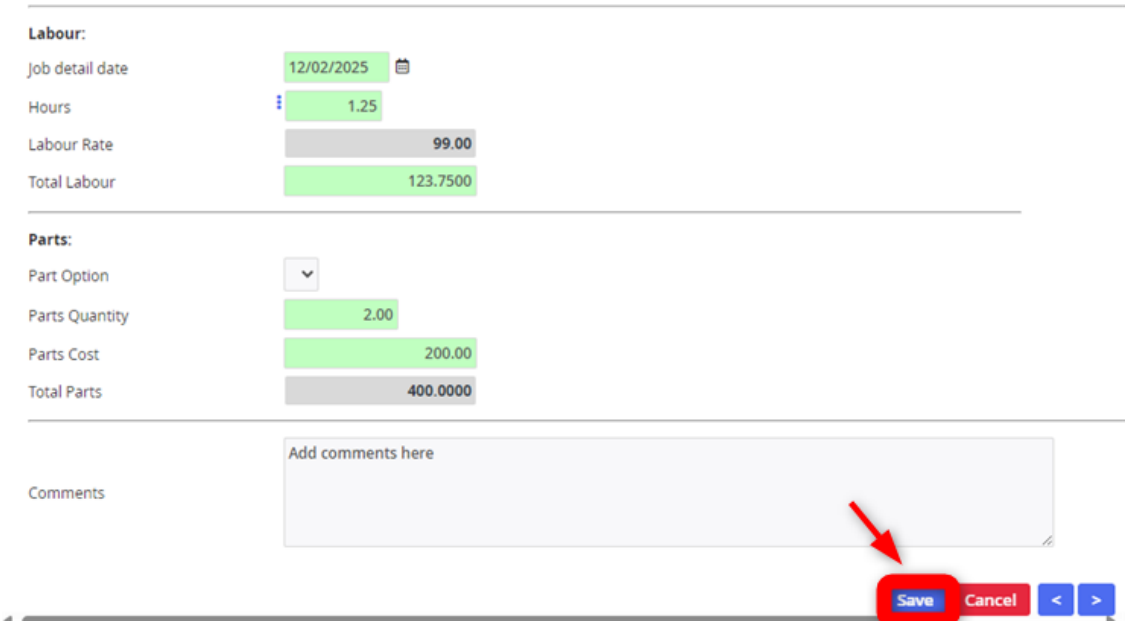
19 Add a description for the repair in the **Comments** field.



20 Tap/Click **Save** to add the job detail to the work order. After saving, the system will automatically open a new job detail line so you can easily add more detail lines. Follow steps 11 to 18 to add a detail line for each repair. When you are finished adding all the job detail lines, click **Cancel**.



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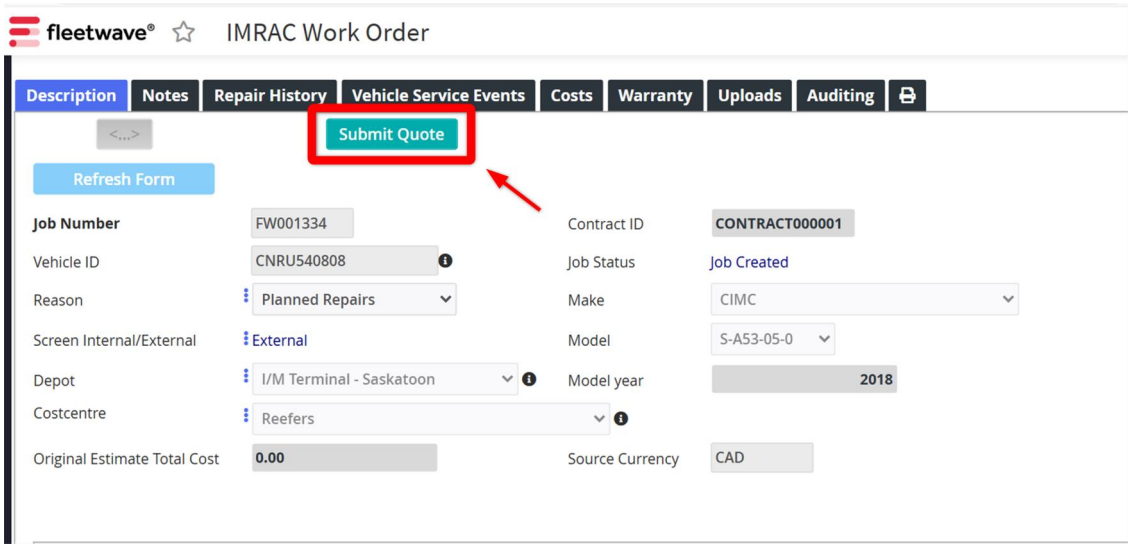
21. **Submit Quote** to the IMRAC once you have added all the job detail lines to the work order.



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