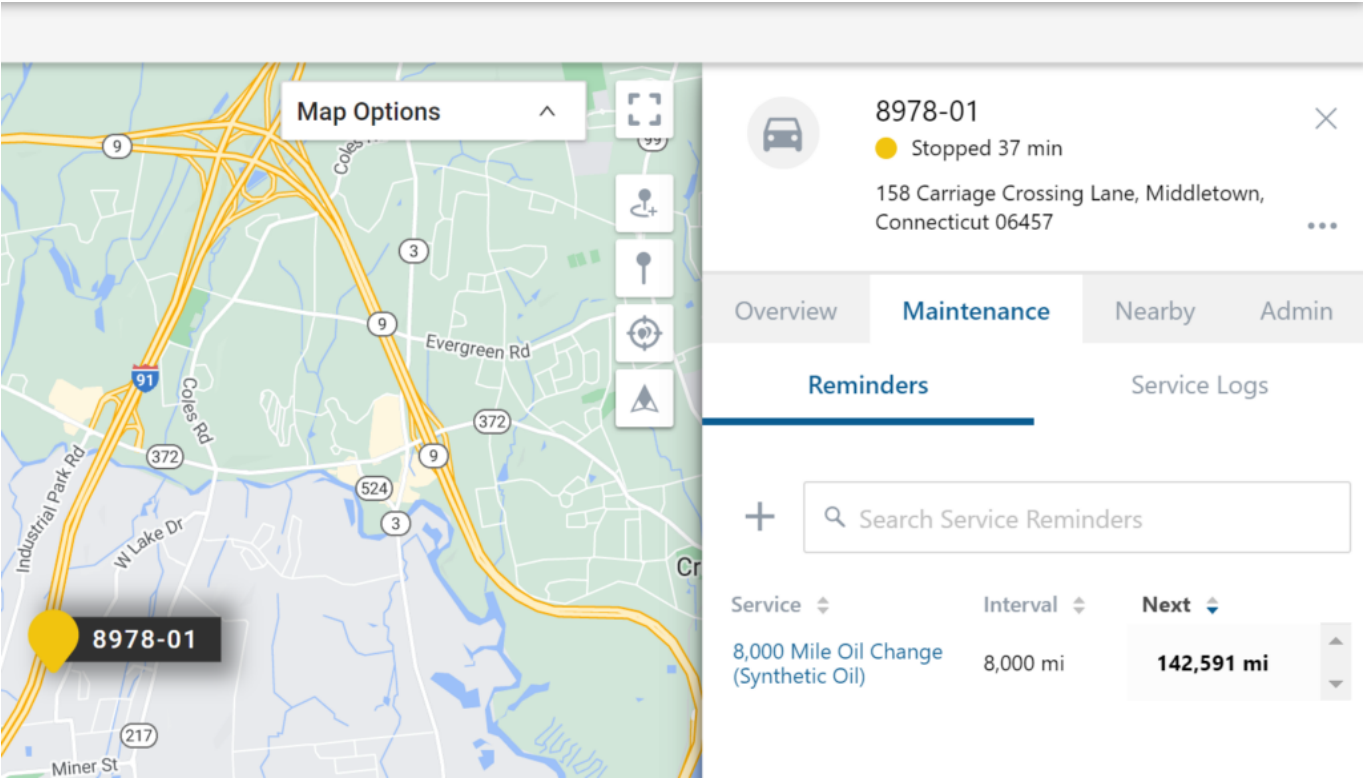



The Portal allows you to track vehicle maintenance through scheduled maintenance reminders and service logs. You can monitor and manage vehicle maintenance using Maintenance Reminders and Service Logs directly from the Vehicle Card on the Map.



The screenshot displays the Vehicle Card interface. On the left, a map shows the location of vehicle 8978-01, marked with a yellow dot. The map includes a 'Map Options' menu and various navigation controls. On the right, the vehicle details panel is shown, featuring a car icon, the vehicle ID '8978-01', and its status 'Stopped 37 min'. The address '158 Carriage Crossing Lane, Middletown, Connecticut 06457' is also listed. Below this, there are tabs for 'Overview', 'Maintenance' (selected), 'Nearby', and 'Admin'. Under the 'Maintenance' tab, there are sub-tabs for 'Reminders' and 'Service Logs'. A search bar labeled 'Search Service Reminders' is present. Below the search bar, a table displays maintenance reminders:


Service	Interval	Next
8,000 Mile Oil Change (Synthetic Oil)	8,000 mi	142,591 mi



Note. In order to manage maintenance items, you must have the Maintenance permission enabled in the [User Access List](#) and the Service Reminder item enabled in the [Menu Access List](#) (Account Category).

Maintenance Reminders

Using the Maintenance tab of the Vehicle Card, you can [create an unlimited number of maintenance reminders](#) and/or [view, edit or delete existing maintenance reminders](#).



Andy Vehicle

Stopped 14 hrs, 39 min

85086

×

⋮

Overview

Maintenance

Nearby

Admin

Reminders

Service Logs

+

Search Service Reminders

Service

Interval

Next

Replace Spark Plugs

--

Aug 29, 2022

Rotate Tires

1,000 mi

105,960 mi

Oil Change

5,000 mi

109,960 mi

Approaching and overdue maintenance reminders are available to view in the Service Reminders report.

Service Legend

Maintenance reminders are color-coded to indicate the service interval time remaining. Please refer to the table below for the color-coding legend.


Service Legend	
Description	Color
More than 20% of service interval remaining	<div></div>
Less than 20% of service interval remaining	<div></div>
Less than 10% of service interval remaining	<div></div>
At recommended service	<div></div>
Overdue more than 10% of service interval	<div></div>

Service Logs

Each time a vehicle receives service, you can [create a new log entry](#) to record the event.

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Page 2 of 4

 **Andy** ✕
● Stopped 14 hrs, 39 min
85086 ...

Overview


Maintenance

Nearby

Admin

Reminders

Service Logs

 Download

+

Search Service Logs


Date	Odometer	Service
Jul 29, 2022	104,960 mi	Rotate Tires
Jul 28, 2022	104,960 mi	Oil Change
Jul 26, 2022	104,960 mi	Snow Tires Removed
May 3, 2022	100,000 mi	100k Tune-up

A history of logged services can be viewed in the Service History report.

Using the Search Field

Use the search field to easily search through your maintenance reminders and service logs. To use the search field, simply start typing in the service that you would like to view and the maintenance list filters to match your entered search.

Link: <https://help.responsiblefleet.com/docs/vehicle-card-vehicle-maintenance/> Last Updated: June 22nd, 2022



8996-00

Stopped 3 years

Pima Freeway, Phoenix, Arizona 85054

Overview

Maintenance

Nearby

Admin

Reminders

Service Logs

Search

Service Reminders

Service	Interval	Next
Emissions Test	--	Jun 6, 2022
Check Diagnostics	--	Jun 26, 2022
Check Fluids	--	Jun 30, 2022
Rotate Tires	1,000 mi	1,000 mi
Oil Change-Test	10,000 mi	5,598 mi
Replace Filter	--	Nov 10, 2022