

Help Document: How to Use the Read Assets Oxmaint Connector

The Read Assets connector Oxmaint retrieves asset details, including metadata and properties, for efficient tracking and management. Ideal for CMMS, it helps streamline maintenance tasks and manage work orders. Each field in the form must be correctly filled out for the request to be processed efficiently. This guide provides detailed explanations of each field, along with examples to ensure correct usage.

Fields Overview and Instructions

1. master_email (Required)

****Purpose**:** This is the primary email address linked to the Master Account in Oxmaint. It is used to authenticate the user and ensure the request is associated with the correct account.

****What to Enter**:** Enter the email address of the Oxmaint Master Account responsible for managing maintenance tasks.

****Example**:** master_account@company.com

****Notes**:** Ensure that this email has admin-level access in Oxmaint, as it will be used to submit and manage the maintenance request.

2. password (Required)

****Purpose**:** The password for the Oxmaint Master Account, used for authentication.

****What to Enter**:** The password must match the credentials of the Master Email provided in the previous field.

****Example**:** SecurePassword123!

****Notes**:** For security, make sure that passwords are kept confidential and comply with the organization's password policy.

Best Practices for Submitting Maintenance Requests

1. Always provide as much detail as possible in the ****Memo**** field to give the maintenance team clear context about the issue.
2. Use appropriate priority levels based on the impact of the issue to ensure timely resolution.
3. Double-check all entries.
4. Regularly review past requests to identify patterns or recurring issues that may need preventative action.