



## User Guide – Managing Rate Options

PlantHire Admin Users can up to 6 rate names (e.g. "Wet/Hr inc GST") - with a Hourly, Daily, Weekly, and Other Unit in System Settings.

'Other' is generally used for flat rates (e.g. Floatage). When searching for Equipment and Contractor, rates will be displayed according to options set in System Settings.

When completing a Timesheet, Time Used will be multiplied by contractor and/or equipment item rates to display the *expected invoice* amount.

If using 360Pro to issue a Plant and Equipment Hire Job to eventually synchronise with Planthire, System Settings rate options will be displayed to providers.

1.	Job Info Tenderer's Details Insurance Compilance Equipment
Apet®360Pro	Plant & Equipment Hire 170808 Your response its not yet complete. To show progress, please mouse over the traffic light or click on the "Review" button to reveal questions you have yet to respond to. Complete all questions to expose the "Submit" button. Review Contact Job Manager ?
AngeVVright awright Logout	Show Progress Bar
•	Equipment
Timezone AUS Eastern Standard	Fields marked with an asterisk (*) sign are mandatory
Released 08-Aug-2017 15:30	Equipment     Excavator (20t+)
Closing 09-Aug-2017 17:00	Plant Name *
1 day, 1 hour, 9 minutes until close of job	Serial Number
	Bulid Date
Promoted Jobs This Account's Jobs	RTA Number
Switch Accounts My Users	Permit Number
My Details	Registration Number
My Notifications Change Password	Registration Start Date
Tutorial	Registration End Date
	Offerred Rates (\$):
	Wet Hire/Hr Inc GST
	Overtime/Hr Inc GST
	Dry Hire/Day Inc GST
	Transport/Hr Inc GST
	Include Accessories?
	Cancel Save Save and Offer More Equipment Remove

Figure 1 Provider's perspective - Entering their Equipment and Rate details

## Editing Rate Options for Plant and Equipment Hire Jobs in 360Pro

When Job Managers create a plant and equipment hire job in 360Pro (please see 360Pro User Guide Creating a Plant Hire Job), on the Plant Hire tab there is an additional "Rates" tab. Rates displayed here come from the PlantHire system settings.

	Job Info Provider Info My first section Plant Hire	Apet <sup>®</sup> Software
	Choose equipment	
Plant & Equipment Hire Demo 170706	Rates Number Of Rate Types: 5	
Review and Publish	Rate Name 1:     Hourly (Wet) (S/Hour)       Rate Name 2:     Hourly (Dry) (S/Hour)	
<ul><li>Providers</li><li>Panels</li><li>Evaluation</li></ul>	Rate Name 3:     Daily (S/Day)       Rate Name 4:     Floatage (S/Unspecified)	
Reports     System     Users	Rate Name 5:     Additional (\$/Unspecified)       Hours Per Day:     8       Days Per Weekt     5	
Help Logged in as mo2admin1 mo2admin1 Role: Boss Logout	Days Per Week: 5	

Figure 2 360Pro - Job Manager is able to edit the Equipment Rate options before a Job is published

Job Managers are able to edit rate name fields in 360Pro before they publish a job <u>if</u> they need to via the Edit button. This will allow Providers to enter/submit their rates using new rate names while PlantHire continues to use old rate names.

When it comes time to synchronise equipment in 360Pro with PlantHire, the Synchronising step will only take place if rates in PlantHire rate match 360Pro rates. The Admin User may need to return to the PlantHire System Settings and amend rates to match those in 360Pro.