



Edit Mode

Putting all your settings under one roof!

MEX has introduced one of the most advanced and powerful features ever which enables you to take control of your security & administration settings. Edit Mode gives you the freedom to make MEX look and behave exactly the way you want it to.



Security is one of the most important features in MEX, where its setup should be taken seriously to ensure you have a successful system. The way you setup your MEX system defines the overall quality and performance of your users' experience where the use of security allows you to tailor your system according to the exact needs of your users.

Here at MEX, we are continuously looking at ways to improve our software to make your life easier, which has encouraged us to develop one of the most advanced and powerful features ever – Edit Mode!

APPLY SECURITY

Paint security settings over the elements of a form by clicking & dragging or simply by single clicking.



MANDATORY SETTINGS

Select the Mandatory Option and paint over the desired controls where you get a visual indicator of what has been applied.



ADD CUSTOM FIELDS

Working with grid placements, text, currency & more, you can alter settings & add important information with the ease of one controller.



CHANGE FIELD NAMES

Click labels, tabs, buttons or whichever text you want to change and just edit the name right there as you use MEX.





Edit Mode

Edit Mode is a complete admin control centre which puts all of your settings under one roof. We have blended the administration of MEX with its day-to-day usage by giving you the freedom to make MEX look and behave exactly the way you want it to. This mode allows you to work through the MEX system to apply security and mandatory settings, change field names and add custom fields with ease without jumping between the original setup forms.

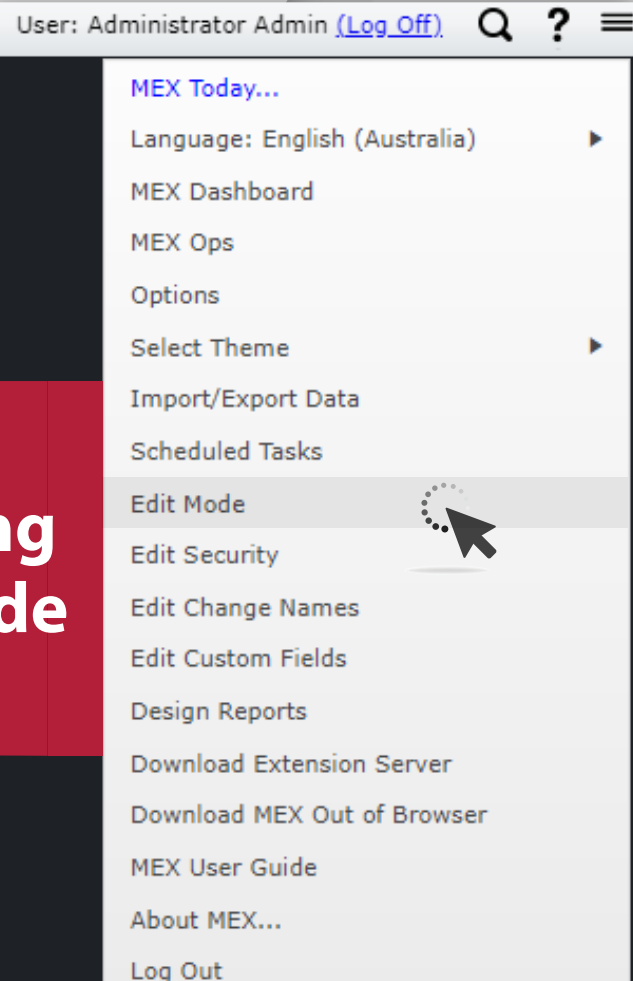
Ease of use is an integral element for MEX where Edit Mode enhances our philosophy to provide a user-friendly and simple system. This tool makes MEX even easier to implement, simplifies the setup and strengthens the backbone of the system – security!

What is Edit Mode?

This mode allows you to apply security, mandatory settings, change names and custom fields without the headache of jumping between the setup forms.

You can glide through the MEX system, changing labels and securing text, without having to navigate through a series of separate configuration forms.

Accessing Edit Mode

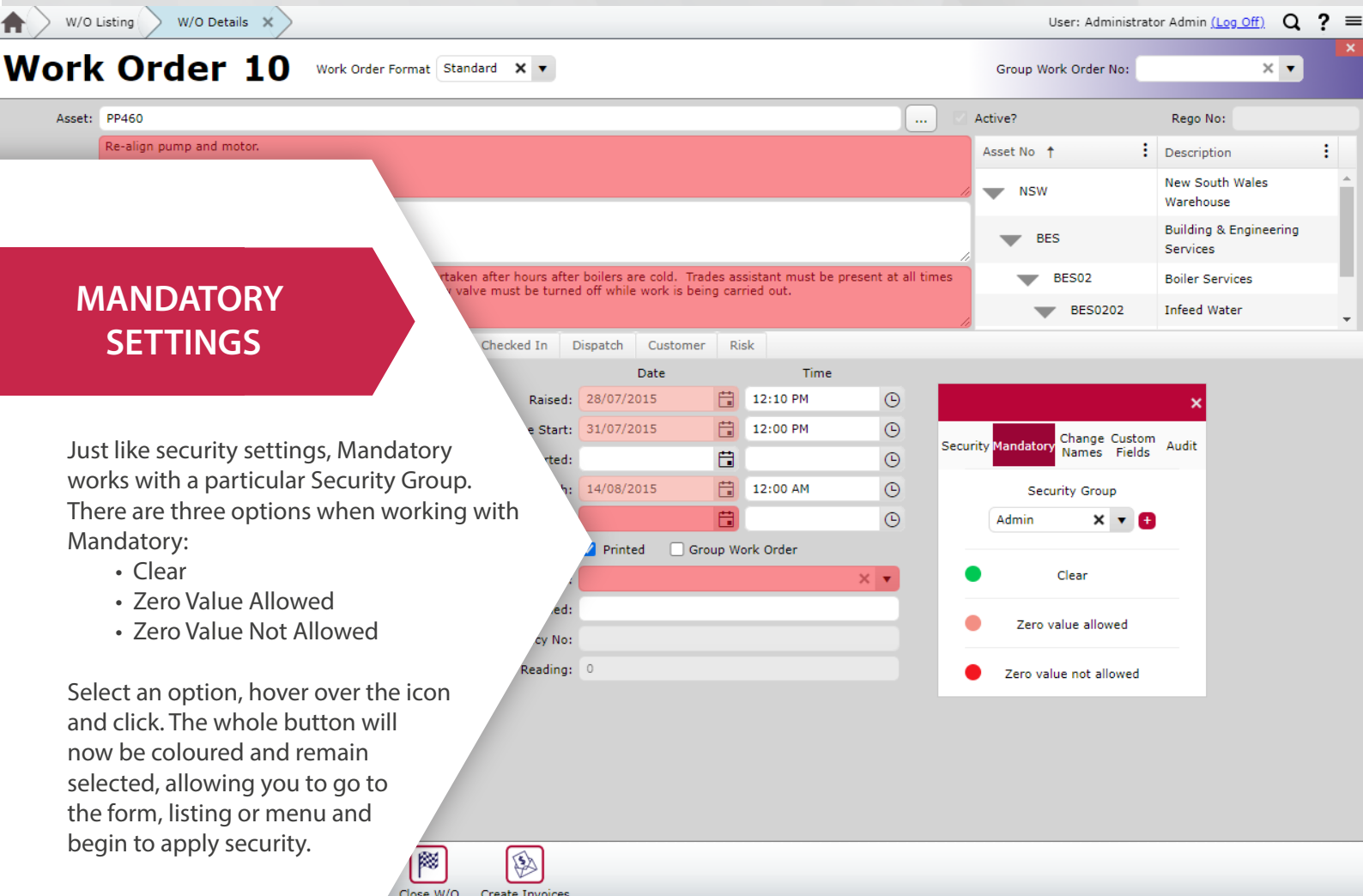




APPLY SECURITY

Everything we had before, but simpler. Setting up security is the most important thing when setting up the MEX Software, & so it should be the most accessible procedure.

Only available in build 74 Edit Mode allows complete optimisation of Security settings with a simple click. Edit Mode ensures that settings are easily accessible and changeable at any time, utilising colour coding to understand Security settings at a single glance.



MANDATORY SETTINGS

Just like security settings, Mandatory works with a particular Security Group. There are three options when working with Mandatory:

- Clear
- Zero Value Allowed
- Zero Value Not Allowed

Select an option, hover over the icon and click. The whole button will now be coloured and remain selected, allowing you to go to the form, listing or menu and begin to apply security.

W/O Listing x

User: Administrator Admin (Log Off) Q ? ?


Work Order Listing

Standard
Contractor

Search: Search

Printed	W/O No ↑	Description	W/O Suffix	Asset No	Asset Description	Status
<input checked="" type="checkbox"/>	10	Re-align pump and motor.		PP460	Inlet Feed Pump To Boilers	Scheduled
		Heath Robinson assembler. Repair bent al...			Heath Robinson Assembler	Ready To St
		motor as they are a bit noisy.			Electric Motor For Heath Robinson Assembler...	Scheduled
		12 Monthly			Waste Separation Tank	Scheduled
				SW02	Shrink Wrapper	Scheduled
		ging off		BLR03	Factory 1 Boiler	Scheduled
				EXT01	Foam Extinguisher No 1 2.5 kg	Ready To St
				SW01	Shrink Wrapper	Scheduled
				RM101	Office No 1 Admin Building 1st Floor	Ready To St
		ed up.		HRA01	Heath Robinson Assembler	Scheduled
		investigate an...		AHU01	Air Handling Unit No 1	Ready To St
		undern...		HR01	Hose Reel No 1 Admin Building 1st Floor	Ready To St
		this ...		EXT01	Foam Extinguisher No 1 2.5 kg	Ready To St
				ADMIN	Administration Building	Scheduled
				ADMIN	Administration Building	Scheduled
				ADMIN	Administration Building	Scheduled
				ADMIN	Administration Building	Scheduled
				PP190	Waste Separation Tank Solids Pump	Scheduled
				PP460	Inlet Feed Pump To Boilers	Scheduled
				ADMIN	Administration Building	Scheduled

CHANGE FIELD NAMES



Security Mandatory Change Names Custom Fields Audit

Change names makes life so much easier. Simply click on change names, go to the label you want to change, click and a cursor will appear in that label allowing you to ahead and change the name. Simply select Change Names & then click labels, tabs, buttons or whichever text you want to change and just edit the name right there as you use MEX.

History Post Entry Asset Print Groups Delete Raise Std Job Quick Edit

W/O Listing W/O Details x

User: Administrator Admin (Log Off) Q ? ?

Work Order Details

Work Order Format: Standard x

Group Work Order No:

Active? Rego No:

Asset No ↑	Description
	New South Wales

Security Mandatory Change Names Custom Fields Audit

Text Box

Currency

Date

Time

Number

Number with decimals

Percent

Check Box

Label

Drop Down

Data Driven Field

Signature


Map

Image

Document

Ellipses

Custom Control



ADD CUSTOM FIELDS

Creating a custom field in Edit Mode is so simple. Simply drag a field from the Edit Mode Toolbar and place it onto a cell in the green grid.

Make the field larger by clicking and dragging from the corner and give it a label by editing the value in the popover.

New Duplicate Print Turn Into PM New Asset Close W/O Create Invoices

FAQs

Why would you need it?

Edit Mode transforms the way you use the MEX Maintenance Software. It's a one-step tool that enables you to take control of security and administration settings as well as providing a platform to customise your system to suit your needs.

What are the main features?

- Floating, remote-style control centre with full security administration functionality
- Click and drag security setup on any listing, menu and form in MEX
- Colour-coded markers on listings and forms to allow for quick and easy editing as well as previewing what settings are already in place
- The ability to change text on any label, button, heading and more throughout MEX and all on the fly
- Customise any form with ease with a multitude of drag and drop controls

How do you activate Edit Mode?

To access Edit Mode you must login with an account which has no security group assigned to it. Simply access Edit Mode via the Hamburger menu in the latest version of MEX Maintenance Software (Build 74) or use the keyboard shortcut **Alt + G**. This will bring up the Edit Mode floating toolbar.

What benefits can I get out of using Edit Mode?

MEX Edit Mode allows you to do the same things, simpler. Edit Mode saves you time and ensures that security and administration setup is as easy and effective as it should be. Allowing you to use your time to concentrate more on maintenance than setting up your systems security.

What happens to my existing security setups?

All existing security setups remain and are accessible using Edit Mode functionality in addition to the original MEX Security setup process.

What happens to my existing Change Name changes?

All existing change name settings remain and are accessible using Edit Mode functionality in addition to the original Change Name Setup process.

Do the settings transfer over to an iPad or iPhone?

Yes, they do. Security set using Edit Mode is transferred over to iOS devices when you access MEX through your devices browser.

How can users be restricted from accessing Edit Mode?

Just as you set up security on elements in MEX, Edit Mode can be disabled, allowing administrators to decide who sees what.



64 Commercial Road
Newstead QLD, Australia 4006



sales@mex.com.au



+61 7 3392 4777



www.mex.com.au

