CalWeb Quick Start Guide

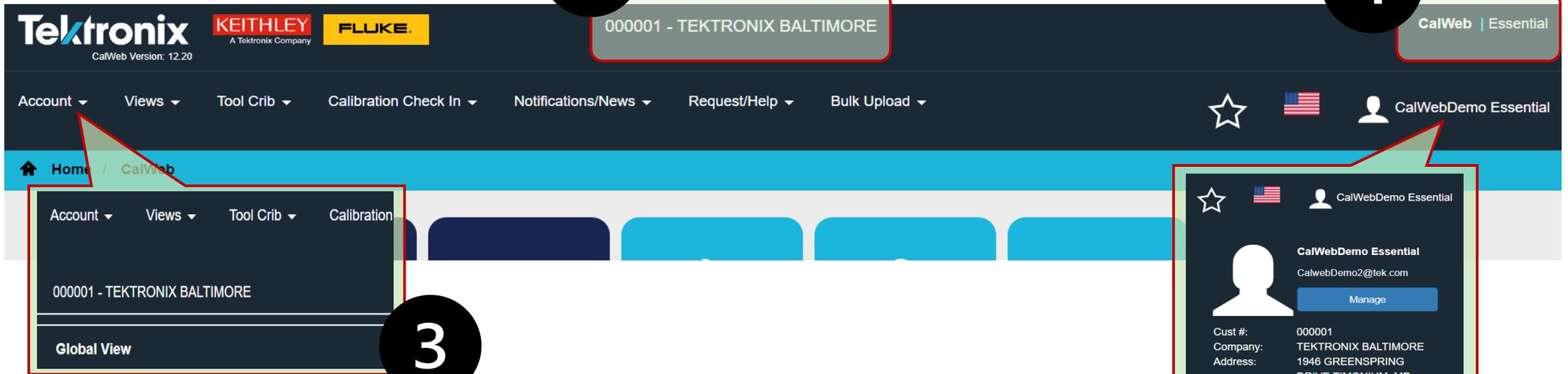# When You Login To CalWeb, Verify

✓ Access to CalWeb Essential or Ultra, as per your subscription

✓ Your selected account

✓ Dropdown list of all accounts you have access to

✓ Your profile details

Get To Know Your CalWeb Home Page

CalWeb Essential →

Additional tiles in **CalWeb Ultra**:

Explore Your TEK Managed Assets

Complete inventory of all your assets serviced by Tektronix / Fluke

Request information or access Audit Log

View Asset Details, History & Past Certificates

Edit Asset Details

View Latest Calibration Certificate

View Service History

Complete Service History for all your assets

Schedule Service
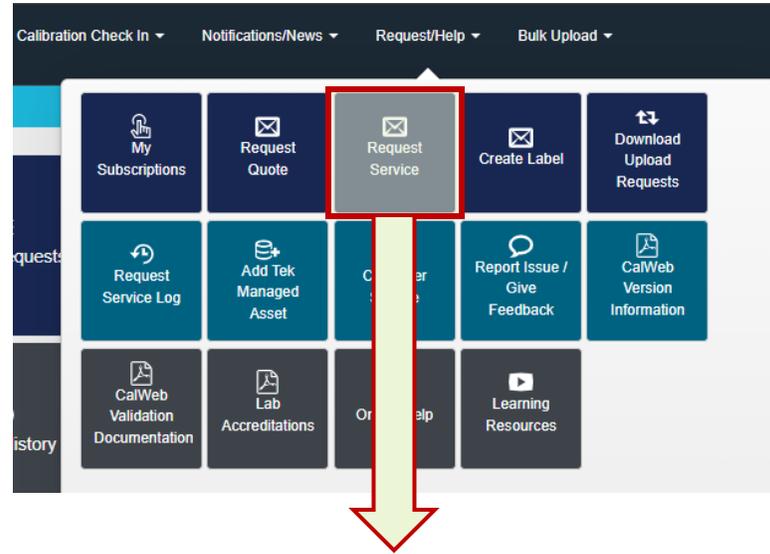
Add different assets to generate packing list for service
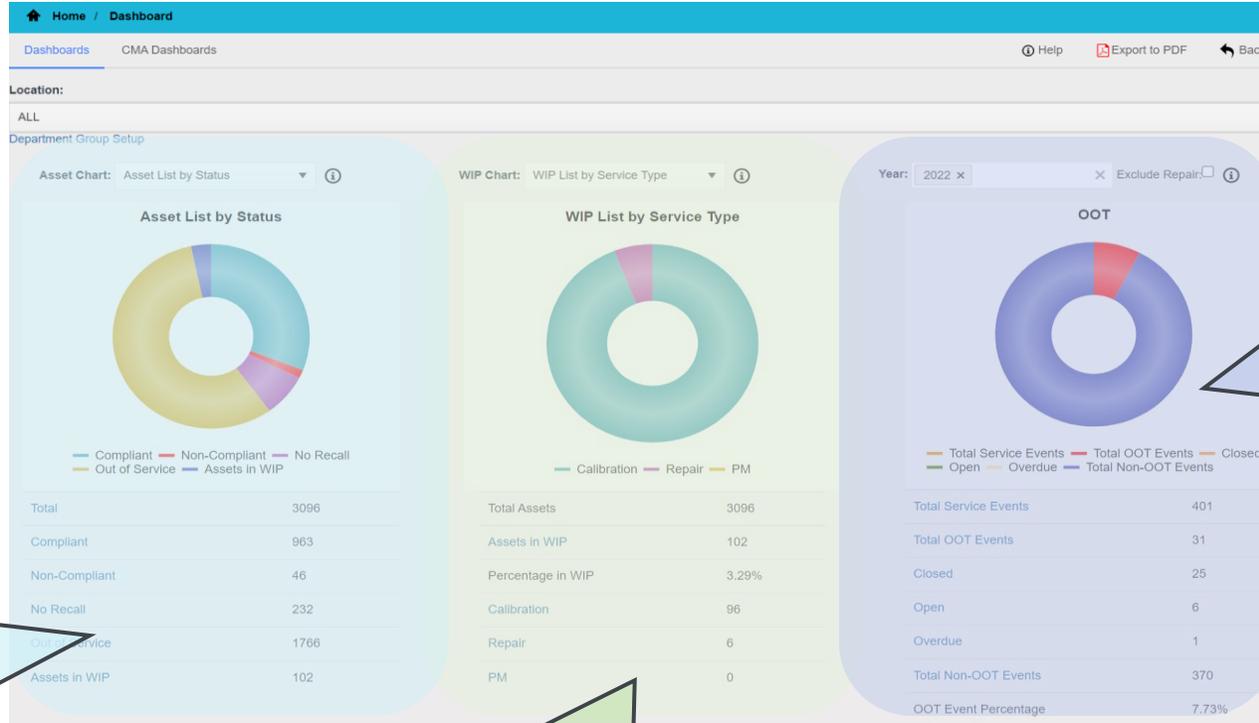
Monitor Work In Process

Visit this section to find out:

- Current Status

- Expected Completion Date

- PO Number

of all your assets that are being serviced by Tektronix / Fluke

View Your CalWeb Dashboard

Dashboards

Asset List by Status
- Total asset count broken down as per compliance and service status

WIP List by Service Type
- Total units in Calibration vs Repair

OOT (Out of Tolerance)
- Total count of units that are OOT
- OOT Case Management to track investigation and resolution of OOT events (CalWeb Ultra Only)

Find Assets As Per Your Criteria

Simple Asset Search

Use a combination of criteria such as:
- Asset Number
- Manufacturer
- Model
- Calibration level
- Last Calibration Date
- Next Calibration Date

TMA Barcode Search

Scan the CalWeb generated barcode on your equipment to view the most recent calibration certificate or asset details
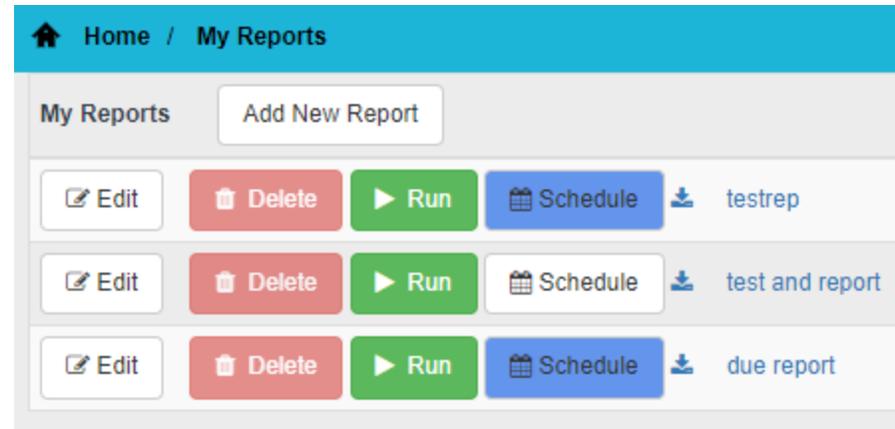
View Delivery Metrics

View and analyze service delivery performance over a chosen period

Filter using dates or service type

Create & Schedule Custom Reports

My Reports

Create one or more reports by combining various criteria

Assign recipients for each report

Define schedule for automatically running the report, or run it ad hoc
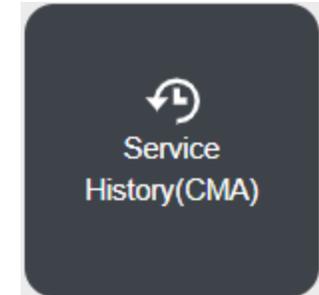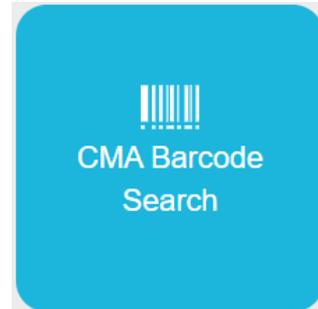
Manage Your Other Assets

Complete inventory of all your Customer Managed Assets (CMA) - ones that are NOT serviced by Tektronix / Fluke
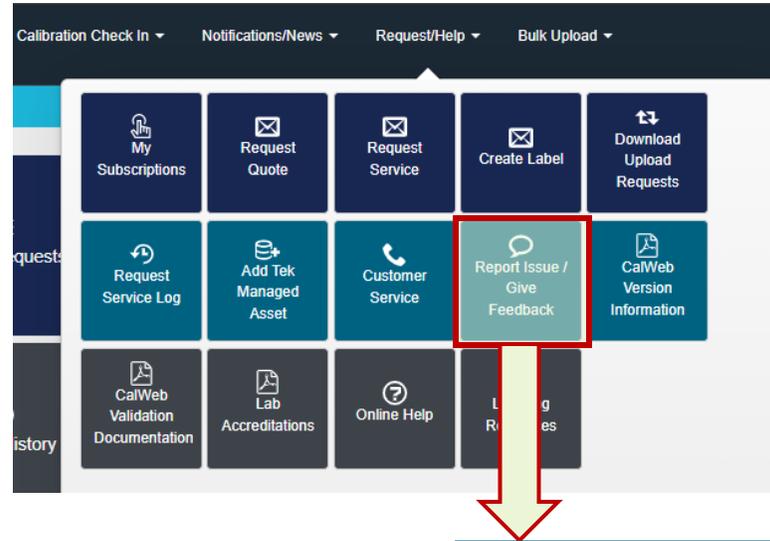

Calibration management for CMA

Scan the CalWeb generated barcode on your CMA to view asset details

Service History specific to CMA

Request Help / Provide Feedback

Communicate any issues to the TEK team

Attach files to provide details

Provide feedback about your service experience