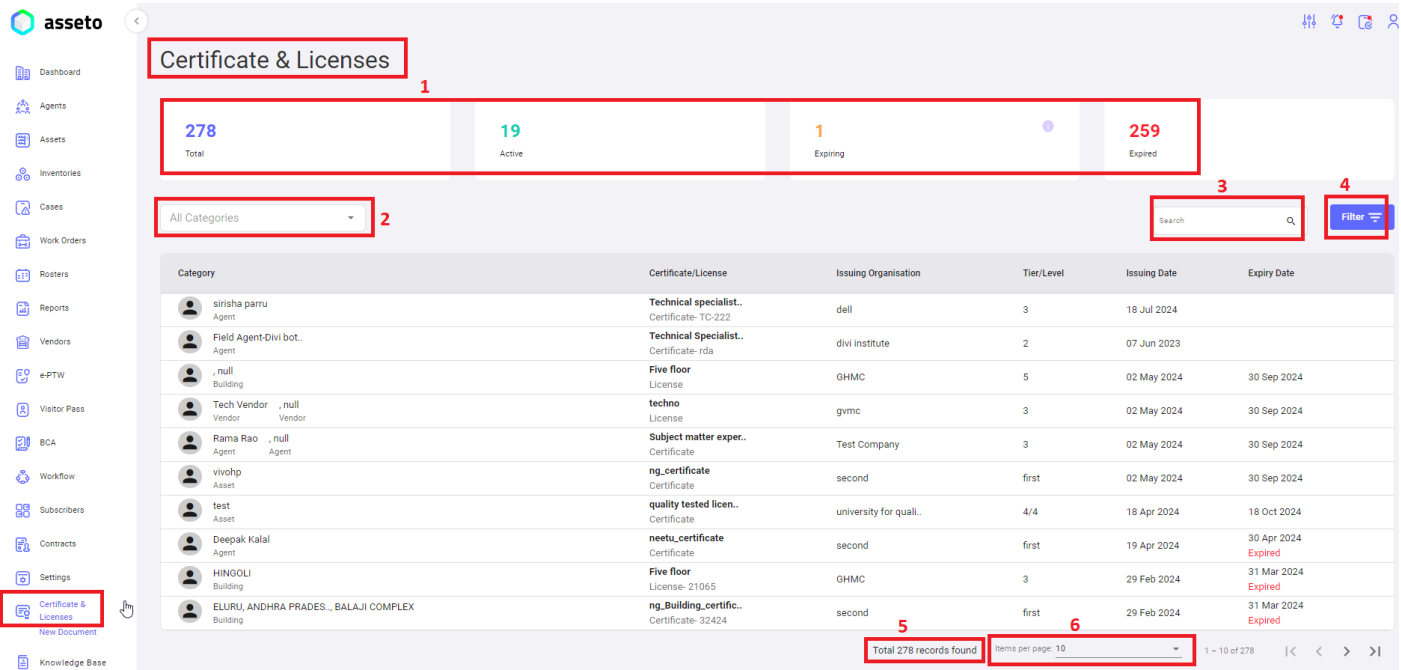
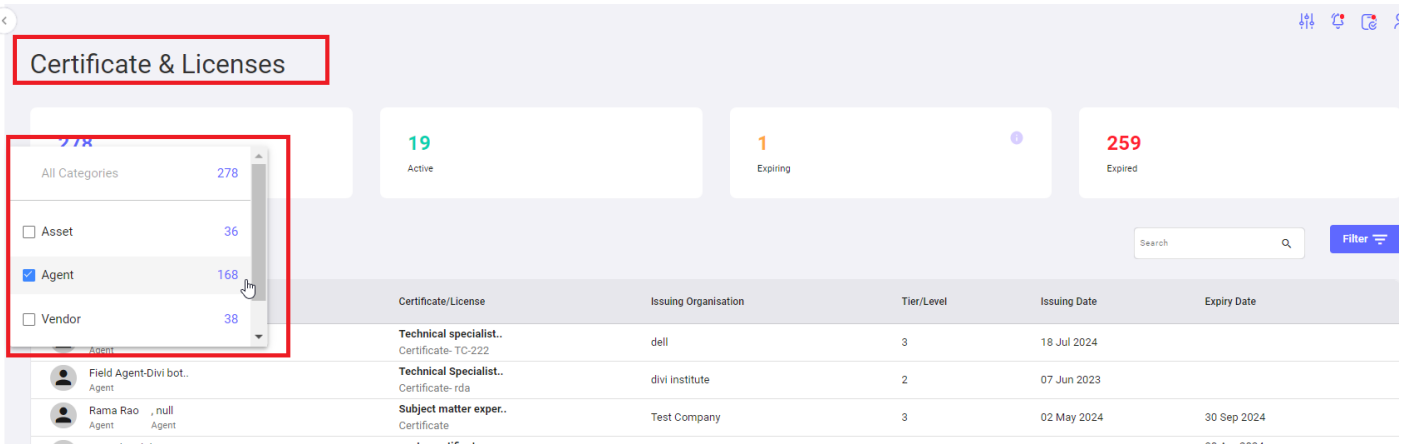


17.1 Certificates & License Dashboard

Certificates & licenses dashboard having following features.



- 1. **Statuses:** The wedges display the count of total number of documents in the system, total number of active, expiring, and expired till date.
- 2. **Dropdown:** To search documents with categories like, asset, agent, vendor. Select any category from the dropdown.



Results will be displayed in Certificates & licenses dashboard documents list as shown by the following screenshot.

Certificate & Licenses

278 Total 19 Active 1 Expiring 259 Expired

Agent [v] Search [] Filter [v]

Category	Certificate/License	Issuing Organisation	Tier/Level	Issuing Date	Expiry Date
Agent	Technical specialist.. Certificate- TC-ZZZ	dell	3	18 Jul 2024	
Agent	Technical Specialist.. Certificate- rda	divi institute	2	07 Jun 2023	
Agent	Subject matter exper.. Certificate	Test Company	3	02 May 2024	30 Sep 2024
Agent	neetu_certificate Certificate	second	first	19 Apr 2024	30 Apr 2024 Expired
Agent	Driving licence License- 321566	RTO office	3	29 Feb 2024	31 Mar 2024 Expired
Agent	One Day New 2 Certificate	New	Two	27 Feb 2024	29 Feb 2024 Expired
Agent	One Day New Certificate	New	Two	27 Feb 2024	28 Feb 2024 Expired
Agent	One Day New Certificate- 213135	New	Two	23 Feb 2024	29 Feb 2024 Expired
Agent	One Day New Certificate	New	Two	23 Feb 2024	25 Feb 2024 Expired
Agent	One Day New Certificate	New	Two	16 Feb 2024	20 Feb 2024 Expired

Total 168 records found Items per page: 10 1 - 10 of 168

3. Search Bar: User can search for any specific document with name.

4. Filter: To filter out the assets information by selecting choice of filter from the list like, asset category, manufacturer, model, etc. when you click on the filter icon following screen will be displayed, you can select choice of filter and click on add button then click on apply button as shown by below screenshot.

Filter X

Category (0) +

Certificate/License (0) +

Issuing Organisation (1) -

Search [divi institute] + Add Clear Filter

Tier/Level (0) +

Clear All Filter Apply

Filter results will be display in Certificates & licenses dashboard as shown by the following screenshot.

asseto

Dashboard

Agents

Assets

Inventories

Cases

Work Orders

Rosters

Reports

Vendors

e-PTW

Visitor Pass

BCA

Workflow

Subscribers

Contracts

Settings

Certificate & Licenses

Certificate & Licenses

278

Total

19

Active

1

Expiring

259

Expired

Agent

Search

Filter

1 FILTER

1 Issuing Organisation

Clear Filter

Category	Certificate/License	Issuing Organisation	Tier/Level	Issuing Date	Expiry Date
Field Agent-Divi bot. Agent	Technical Specialist. Certificate-rda	divi institute	2	07 Jun 2023	

Total 1 records found

Items per page: 10

1 - 1 of 1

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5. Total Records:

Total number of documents present in the system displayed at the bottom of the documents table.
6. Pagination:

Pagination view is displayed beside the total number of records, you can select the pagination numbers (5,10,25,50,100) to get the desired list.