## Quick Reference Card

### PM Work Order List Display (IW39)

### Process

This job aid describes the procedure for displaying a list of Plant Maintenance Work Orders. IW39 presents the orders in the Display mode.

### Getting Started

In the command field, enter the Transaction Code IW39 and click **Display PM Orders: Selection of Orders**

### Screen

<table>
<thead>
<tr>
<th>Screen</th>
<th>Follow these steps</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Display PM Orders: Selection of Orders</strong></td>
<td>Select the order status to be included&lt;br&gt;Select <strong>Outstanding (CRTD)</strong> to include all orders with the status of outstanding in the search.&lt;br&gt;&lt;br&gt;In <strong>Process (REL)</strong> all work orders&lt;br&gt;&lt;br&gt;<strong>Completed (TECO/CLSD)</strong> to include all order with the status of complete.&lt;br&gt;&lt;br&gt;Enter the work order range (9000000000 to 9999999999)&lt;br&gt;&lt;br&gt;Click <strong>to start search.</strong></td>
</tr>
<tr>
<td><strong>Display PM Orders: List of Orders</strong></td>
<td>Select your order by clicking on the far left box on the line&lt;br&gt;&lt;br&gt;Click ** to view the selected maintenance order.**</td>
</tr>
<tr>
<td><strong>Display (Order type &amp; #): Central Header</strong></td>
<td>Click on the <strong>Operations</strong> tab</td>
</tr>
<tr>
<td><strong>Display (Order type &amp; #): Operation Overview</strong></td>
<td>Review the Operations for this order</td>
</tr>
<tr>
<td><strong>Display (Order type &amp; #): Central Header</strong></td>
<td>Click on the <strong>Components</strong> tab</td>
</tr>
<tr>
<td><strong>Display (Order type &amp; #): Components Overview</strong></td>
<td>Review the components for this order</td>
</tr>
<tr>
<td><strong>End of transaction</strong></td>
<td>Click ** to close out</td>
</tr>
</tbody>
</table>