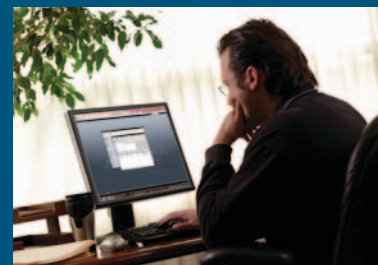
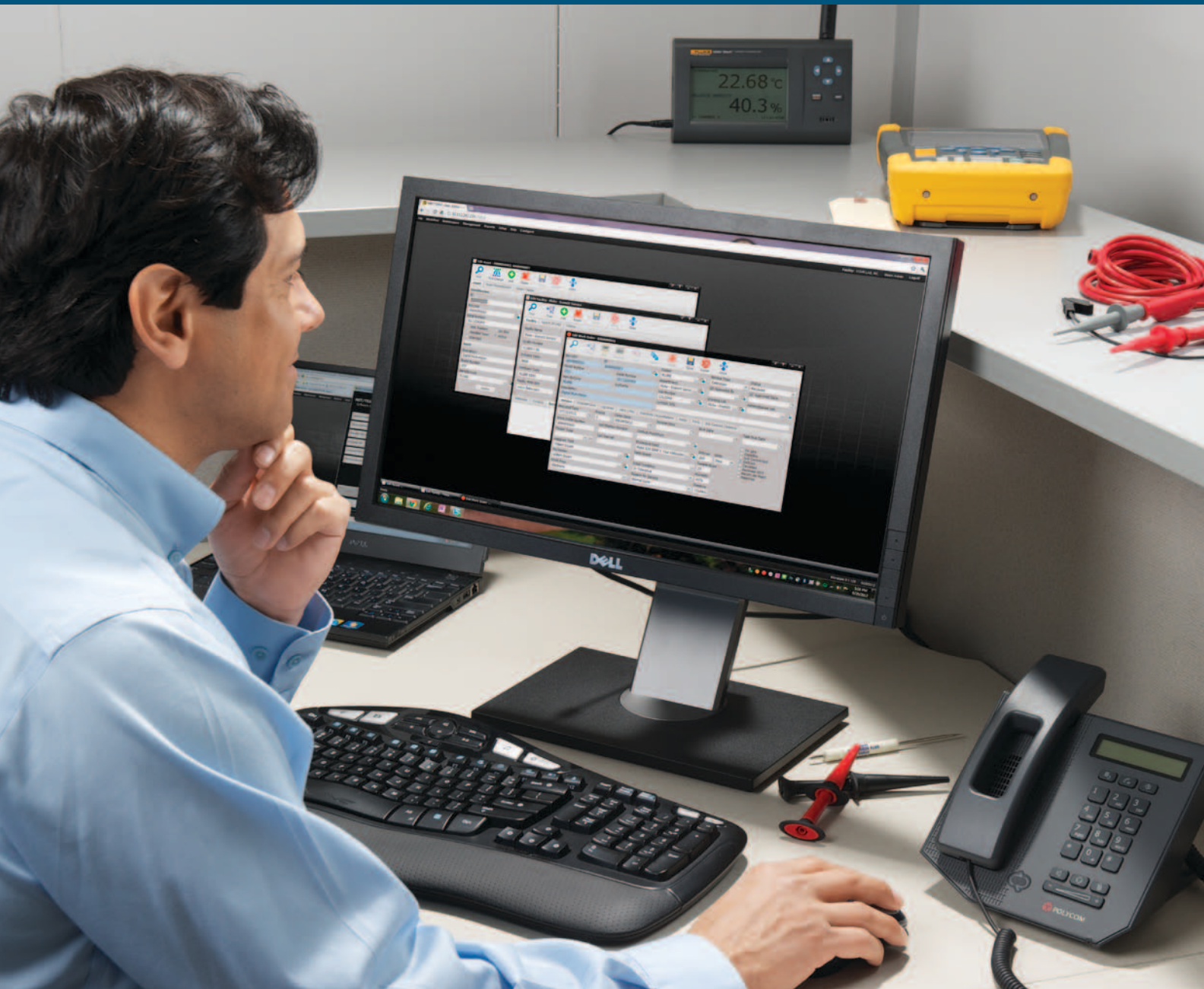


**FLUKE®**

Calibration

# MET/TEAM™ Test Equipment Asset Management Software

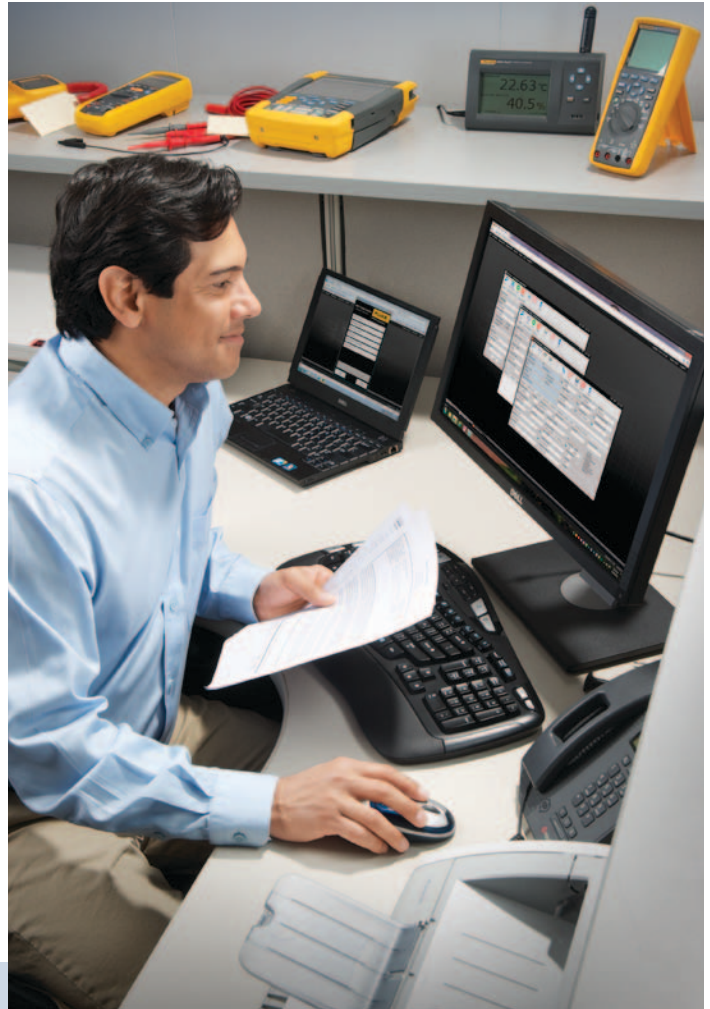
NEW, easy-to-use, browser-based calibration asset management software



# Modular, browser-based calibration asset management solution

MET/TEAM™ software is a powerful, flexible, and scalable solution for managing your calibration assets. Designed by metrologists for metrology, it is ideal for calibration professionals who need to manage workflow through the calibration laboratory. MET/TEAM software enables you to:

- Manage all aspects of your calibration operation with one paperless solution
- Improve productivity and reduce operating costs
- Maintain compliance with regulatory standards
- Configure and customize for your business rules
- Report to meet a wide range of requirements
- Schedule maintenance events
- Perform batch receiving
- Create, track and close work orders
- Track assets as they move through the lab
- Create and print calibration reports
- Maintain an audit trail
- Manage shipping information
- Track customer and vendor information
- View business statuses
- Create data templates and store procedures



## MET/TEAM software at a glance

- Browser-based software enables access that is convenient, yet secure
- Fully featured for tracking and managing assets
- Fully integrated with the Run Time function of industry leading MET/CAL® Software
- Popular Microsoft® SQL server database for reliable, affordable, non-proprietary data storage
- Workflow management
- Highly customizable fields and labels
- Shortcuts (quick links) for easy navigation
- Promotes quality processes to support accreditation
- Customizable reports with Crystal Reports Professional
- Automated email alerts and recall escalation
- Mobile module for on-site calibration
- Customer web portal to allow read-only access for remote customers
- Commerce module for quoting, billing, and contract pricing
- Designed for metrology by metrologists
- Backed by Fluke Calibration, expert in calibration instrumentation and software

**Browser-based software is convenient, secure, scalable**

MET/TEAM software works with any HTML 5 compatible browser, including Microsoft® Internet Explorer®, Google Chrome™ and Mozilla Firefox®, so you can access it from anywhere. Multiple levels of security let you control access based on individual users or groups, so users see only the information that is appropriate for their security level. MET/TEAM also supports Windows authentication for easy-to-manage and secure access.

The application uses Microsoft SQL Server 2008R2, which provides reliable data management and performance. Whether you are a large laboratory with multiple networked stations or a small shop operating with a single computer, you have the capability to scale up or down according to your needs.

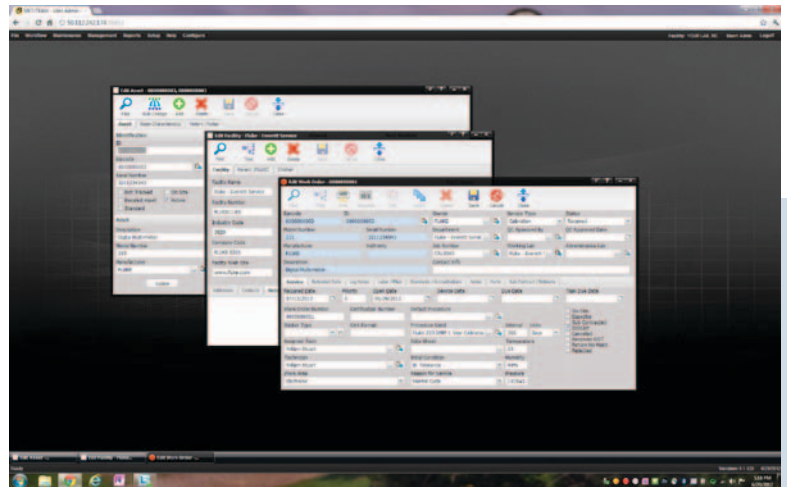
**Customize MET/TEAM software to match your business rules**

MET/TEAM software gives you almost unlimited flexibility to customize. Add up to 800 extended fields of information, change field labels and data entry types to fit your business model. Fields can be enabled, disabled or made invisible. You can even enforce business rules by creating “data checks” for buttons and fields, so that often-used terms and names are spelled the same way every time and required fields are always filled in.

MET/TEAM allows setup of different user security levels. You can configure different user groups and customize access rights.

**Easily create reports**

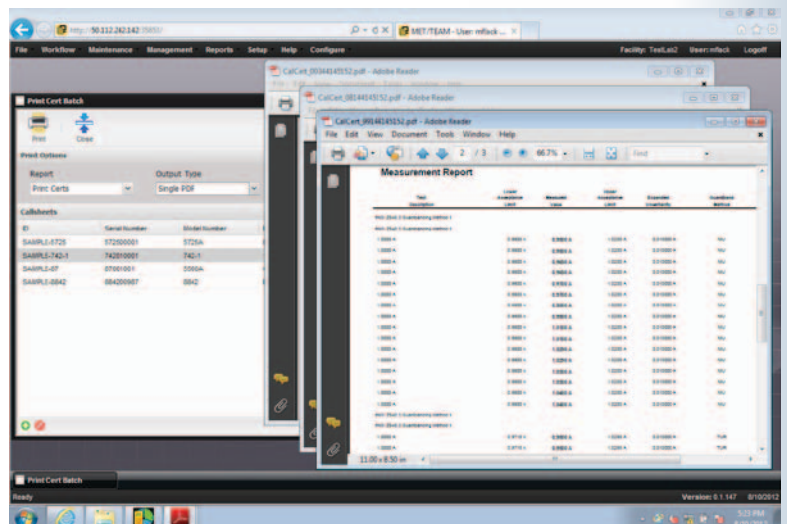
MET/TEAM software utilizes Crystal Reports® Professional for report generation. It includes a set of default report templates, which you can use “as is” or customize to fit your needs. You can also easily create new reports. Crystal Reports makes it easy to incorporate graphic elements, such as your logo, and view reports online or print them.



The flexible MET/TEAM browser environment lets you open and edit multiple windows at the same time.

**Help with quality standards compliance**

MET/TEAM software supports the traceability and record keeping requirements of quality and accreditation standards, including ISO/IEC 17025, ISO 9000, ANSI Z540, and FDA 21 CFR Part 11. MET/TEAM supports electronic signatures and audit trail as required by 21CFR Part 11. It records all changes and maintains them in history to form an audit trail. And it documents the quality process for the criteria used when deciding whether to return an instrument or keep it for repair and/or recalibration. These features support compliance with many quality and regulatory standards.



MET/TEAM lets you print reports in batch.

# MET/TEAM™ software works the way you do

MET/TEAM software follows the flow of instrumentation into the company and through the calibration lab and quality management department.

## Data setup and management

Setting up data is a snap, thanks to the flexible MET/TEAM interface. You can set up contacts as individuals, and associate them with facilities; create individual assets subject to events or generic equipment categories; track information based on asset type, and more. Each screen is easy to read and highly customizable; a Quick Link button lets you drill deeper into your data if you wish.

MET/TEAM also enables you to maintain a complete parts database, and add parts consumption on work orders. Easily manage parts inventory and create reports to help you know when to reorder.



## Workflow management

MET/TEAM supports workflow management and enables you to easily manage commonly-performed tasks.

- **Receive an asset or a group of assets:** select assets received through online “Find” or barcode, and print receipt for customers; configure service types, status, priorities, require dates, and other extended data.
- **Edit a work order:** assign technicians, schedule due date and next maintenance dates, select procedure, set calibration intervals.
- **Perform calibration:** in MET/CAL or other calibration automation software such as COMPASS for Pressure. MET/CAL software is integrated seamlessly with MET/TEAM.
- **Complete work order information:** record environmental conditions, record labor hours, add accreditations, add parts consumption. Enter sub-contractor information.
- **Return:** select work orders and close them.
- **Ship:** enter shipment date, address and tracking information.

## Equipment recall

MET/TEAM software lets you generate recall reports to inform specified contacts when equipment is due for calibration.

Schedule email notices to send out the “calibration due” notifications. These emails can be generic or customized for different customers. A recall escalation process lets you notify up to three levels of contacts within customizable time frames.

The screenshot shows the 'Receiving Assets' window in the MET/TEAM software. It features a table of received assets and a detailed form for asset information. The table lists a 'Digital Multi-meter' with serial number 3211234343 and model number 233. The form includes fields for Department, Service Center, Location (Seattle, WA), Callsheet Area (Electronic), Reason for Service (Normal Cycle), Initial Condition (In Tolerance), Priority (0), Quantity (1), Job Number (CAL0345), and Contact Info. There are also checkboxes for 'On Site', 'Expedite', and 'ISO Cert', and dropdown menus for 'Service Type' (Calibration) and 'Status' (Awaiting Inspection).

Barcode	Description	Serial Number	Model Number
0000000002	Digital Multi-meter	3211234343	233

Department	Service Center	Location	Callsheet Area	Reason for Service	Initial Condition	Priority	Quantity	Job Number	Contact Info
		Seattle, WA	Electronic	Normal Cycle	In Tolerance	0	1	CAL0345	

## Manage facilities, customers, and contractors

With MET/TEAM you have almost unlimited flexibility to set up records for people and places and manage the relationships between them.

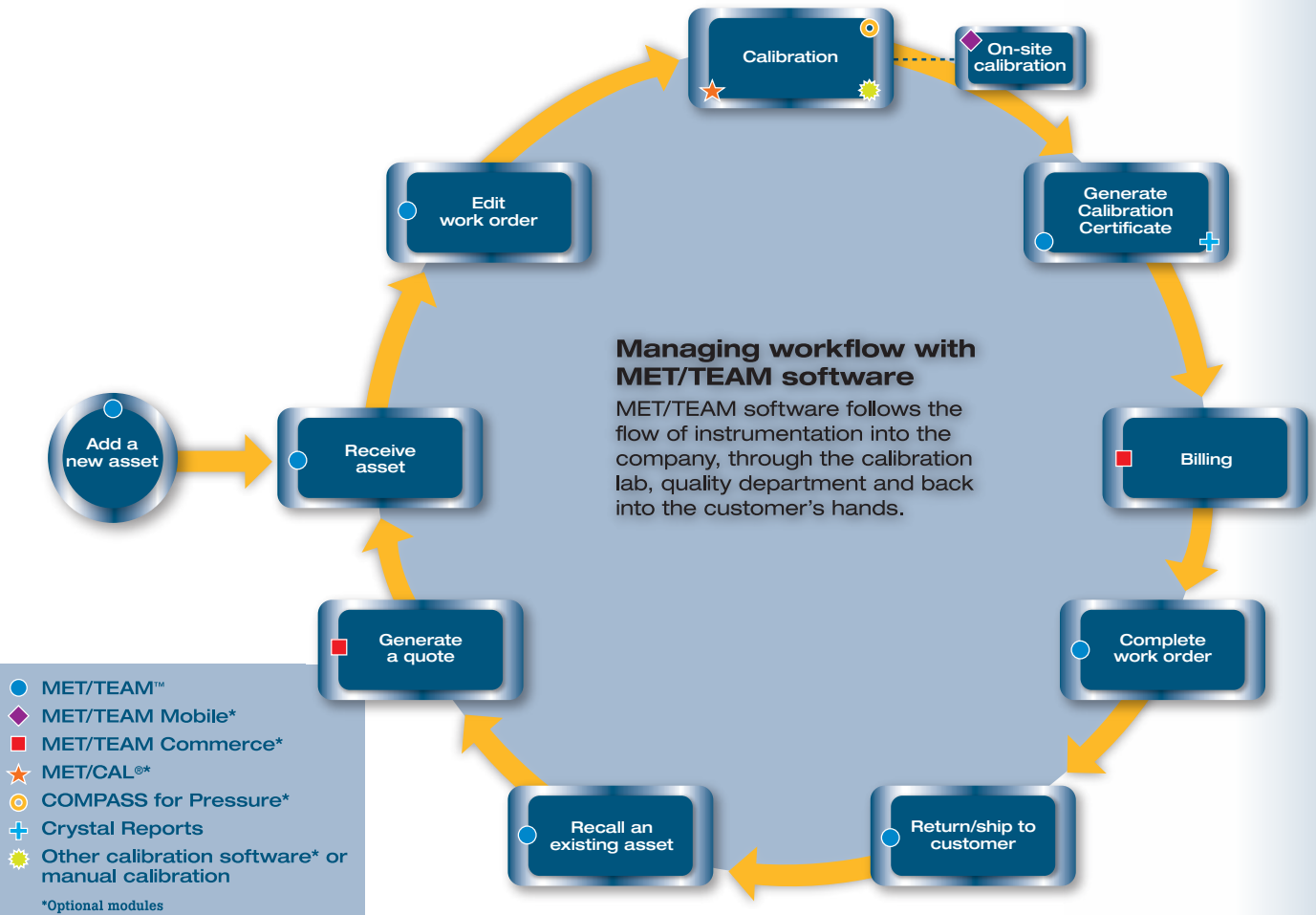
If your facility has multiple labs and departments, or multiple locations, MET/TEAM software has you covered. Set up and manage a wide variety of different types of facilities by location, laboratories, departments or other criteria and establish relationships between them.

You can also create and maintain detailed information about people, including your customers, your calibration team, and the contractors with whom you do business.

## Reporting

Crystal Reports Professional makes it easy to create and print reports. You can report on current status of all work orders and what types of work are in the queue. You can also use it to create and print professional-looking calibration certificates. You can even batch the process and, for example, print all of the certificates at once for a specific purchase order.

Reports and certificates can be customized easily with your corporate fonts, company logo, and accreditation data. MET/TEAM software comes with a set of report templates that you can use “as is” or customize to meet your needs. You can also build new reports and certificates.

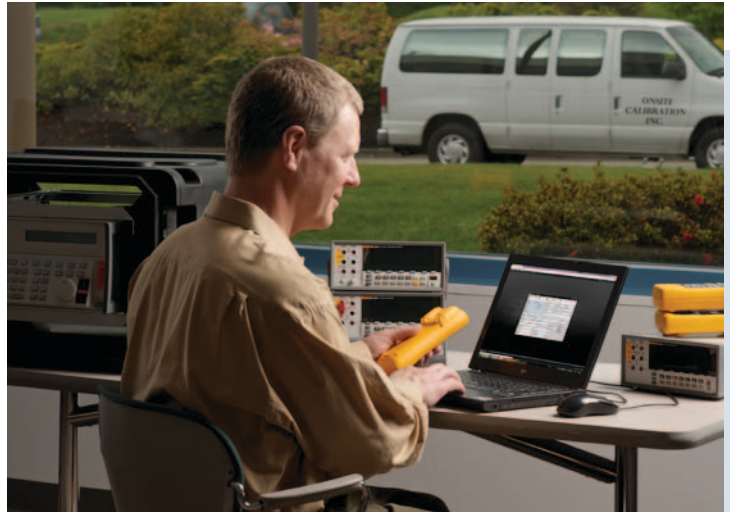


# Extend the power of MET/TEAM™ software with optional modules

MET/TEAM software offers you the flexibility to buy the components that you need now, and add to it as your needs grow and change. Three modules enable you to add functionality to MET/TEAM.

## Mobile application

This module enables you to take MET/TEAM and MET/CAL software into the field for on-site calibration. Just check out the specific customer data that you need, take all the relevant information including procedures, perform the calibration on site, and then import it back into the main data base when you return. The mobile module has the same interface as MET/TEAM so there is no learning curve of a new application. MET/TEAM software makes it easy and foolproof to synchronize the data so it's always up to date.



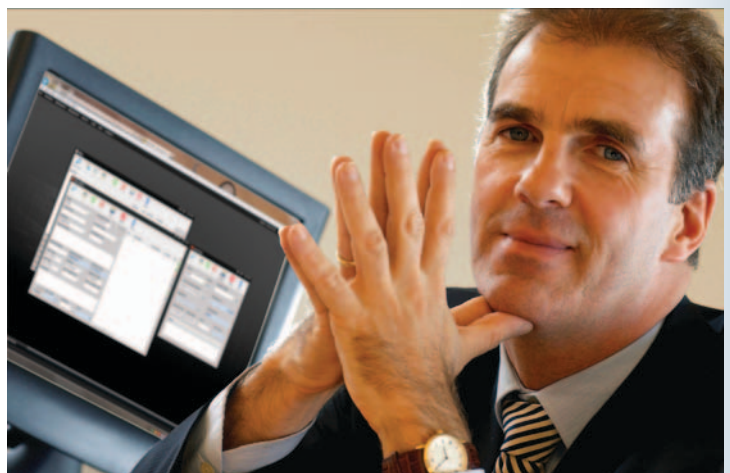
## Customer web portal

If you frequently receive calls from customers who want to know the status of their calibration and repair jobs, then this module is for you. It enables you to give read-only access to all or part of your database, so customers can view their information online at any time of day or night. Customers can check the status of their jobs; view asset information; print recall reports; access their calibration certificates; and more. Customers are only able to view their own data—if you are a service lab with multiple corporate customers, you can set up portals for each one so they stay separate.



## Commerce module

This module lets you generate custom quotes for work, create invoices and send invoices to your customers when the work is complete. You can create contract pricing, discounts or upcharges arrange for start and end dates, and more.



## MET/TEAM™ and MET/CAL® software

### The complete solution for automated calibration and asset management

MET/TEAM software is fully integrated with Fluke Calibration's MET/CAL® Software to provide a complete solution for automated calibration and asset management.

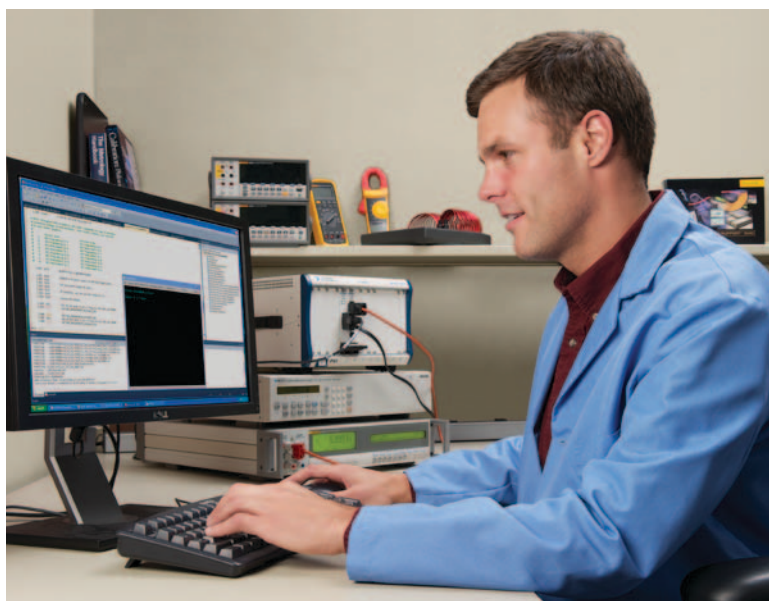
MET/CAL is the world-leading software for automating the calibration of all kinds of test and measurement tools and equipment, including dc and low frequency, RF and microwave instruments. MET/TEAM and MET/CAL software use the same SQL database. When you purchase MET/TEAM software, you can choose to add MET/CAL software and licenses to add calibration automation capability.

### Boost your productivity with a win-win solution

If MET/TEAM software is your first experience with asset management software, then congratulations—you're starting out with a great solution. But many of you are already using software from Fluke Calibration or some other supplier for asset management and/or calibration automation. No matter what software you might be using, MET/TEAM has something to offer you.

#### First-time users of Fluke Calibration software

If you are currently using a commercial or internally-produced data management application, MET/TEAM software will provide you with more flexibility. And if you use another application to automate your calibrations, MET/CAL software will offer you more capabilities. But it's the combination of MET/TEAM and MET/CAL software that offers you the most power and efficiency. MET/TEAM and MET/CAL combined provides you with a total paperless solution for both calibration asset management and automation. Because of the seamless integration of these two applications, you will be able to increase your throughput and efficiency dramatically.



#### MET/CAL users

If you currently automate your calibrations with MET/CAL software but use some other application to manage your assets, you are missing some of the key benefits of the MET/TEAM and MET/CAL integration. For example, if you are manually typing your calibration results into a separate database, you could realize substantial productivity gains by switching to MET/TEAM, because data travels easily between MET/CAL and MET/TEAM. Fluke Calibration will even help you migrate your data from your current application to MET/TEAM software.

#### MET/CAL and MET/TRACK software users

For many years, Fluke Calibration has paired MET/CAL software with the MET/TRACK® application for asset management. If you currently use MET/TRACK software, you might be wondering why you should switch to MET/TEAM. The answer is simple: MET/TEAM software is more powerful and flexible than MET/TRACK. It offers better workflow management as well as more options for customization, customer and vendor management. MET/TRACK users will receive a free migration tool to convert data from MET/TRACK to the MET/TEAM database.

## System requirements

### MET/TEAM server

- Microsoft® Windows® 7 64-bit
- Microsoft Windows Server 2008 64-bit
- Microsoft Windows Server 2008 R2 64-bit
- 2.0 GHz Intel® Pentium® IV processor or equivalent
- 2 GB of RAM
- 4 GB of available hard drive space on the server

### MET/TEAM client

- MET/TEAM web application requires hosting by Microsoft Internet Information Services (IIS) 7.5 or later
- MET/TEAM web application can be accessed by any computer running a compatible web browser (supports HTML 5 such as Microsoft Internet Explorer and Google Chrome)
- 1.5 GHz Pentium® 4 processor or equivalent
- 512 MB of RAM

### MET/CAL client

- Microsoft Windows XP SP3 or later
- Microsoft Windows Server 2003
- Microsoft Windows Vista (32 and 64-bit)
- Microsoft Windows 7 (32 and 64-bit)
- Microsoft Windows Server 2008 (32 and 64-bit)
- Microsoft Windows Server 2008 R2 (64-bit)
- 1 G Hz Intel Pentium 4 processor or equivalent
- 1 GB of RAM
- 2 GB of available hard drive space

## Ordering information

### MET/TEAM

**MET/TEAM** Test Equipment Asset Management Software with one MET/TEAM license

**MET/TEAM-L** Additional MET/TEAM license

### MET/TEAM Modules

**MET/TEAM MOBILE** MET/TEAM Mobile Module with one mobile license

**MET/TEAM MOBILE-L** Additional MET/TEAM Mobile license

**MET/TEAM PORTAL** MET/TEAM Customer Portal with 100 configurable user licenses

**MET/TEAM PORTAL-L100** Additional MET/TEAM Customer Portal 100-license pack

**MET/TEAM COMMERCE** MET/TEAM Commerce Module

### Adding MET/CAL Software

**MET/CAL/TEAM** MET/TEAM and MET/CAL Software with one MET/TEAM license and one MET/CAL license

**MET/CAL-TL** Additional MET/CAL license for MET/CAL/TEAM

**Fluke Calibration.** Precision, performance, confidence.™

Electrical	RF	Temperature	Pressure	Flow	Software
------------	----	-------------	----------	------	----------

**Fluke Calibration**  
PO Box 9090,  
Everett, WA 98206 U.S.A.

**Fluke Europe B.V.**  
PO Box 1186, 5602 BD  
Eindhoven, The Netherlands

**For more information call:**

In the U.S.A. (877) 355-3225 or Fax (425) 446-5116  
In Europe/M-East/Africa +31 (0) 40 2675 200 or Fax +31 (0) 40 2675 222  
In Canada (800)-36-FLUKE or Fax (905) 890-6866  
From other countries +1 (425) 446-5500 or Fax +1 (425) 446-5116  
Web access: <http://www.flukecal.com>

©2012-2013 Fluke Corporation. Specifications subject to change without notice.  
Printed in U.S.A. 3/2013 4225412B\_EN Pub-ID 11955-eng Rev 01

Modification of this document is not permitted without written permission from Fluke Corporation.