

Record a Fault

Logging faults allows your company to track trending data in KAStrack by recording incidents and any data associated with this issue/failure.

In order to record fault with an equipment issue/failure, go to the Upcoming Task Table on the Asset Module Homepage and select the "Record Fault" button beneath the page header.

Your Upcoming Tasks Assets > Home ?

Update Meter Reading Complete Task Record Fault

+ - Show: Warn Deferred

« Page 1 of 1 »

Title	Serial Number	Tasks	Status
+ Equipment ...		Cybex Cable Crossover : Lubricate machine (0) ✓ ● Every Month (Overdue since 2025-09-09)	●
		Cybex Cable Crossover : Wipe down machine (0) ✓ ● Every Day (Overdue since 2025-08-19)	
		● Hack Squat Machine : Fault logged 2023-01-20: broken (Deferred indefinitely) 📄 (0) ✓ ● test	

The Choose Asset Modal will prompt you to identify which asset you want to log data for. Click the bulleted list icon to access your assets. Selecting the plus sign “+” icon will expand the components within the Asset.

Selecting “Record Fault” from the three dot (...) context menu will open the same modal for the specified asset.

Choose Asset to record fault ✕

Asset or Component 📄

- + Equipment
- + Jump at it Cafe
- + Lockers
 - Meter
 - Sauna
- + Slow Flow Room

Select the appropriate asset, opening the Record Fault Modal.

Serial:

Record Fault

Date: 2026-01-12

Time (Military): 16:40

Asset is unusable:

Fault Title:

Fault Description:

Meters [Show](#)To attach files, drag or click

Enter the date and time into the Record Fault modal. The default setting is in military time (24 hours). If the asset is currently unusable, click the checkbox. Give the fault a title and provide a description of the fault. Leave the meter blank if there is no reading.

Select the “Log Fault” button to record the incident. Select the “Log Fault and Resolve” button to complete two actions in one step: log the issue and indicate that it has been addressed. Click cancel to return to the Assets Module Homepage.

Revision #2

Created 2025-12-07 20:14:15 UTC by Mitzi Orkus

Updated 2026-01-12 22:41:51 UTC by Mitzi Orkus