

# Shell LubeAnalyst

## Quick-Start Guide

Shell Marine

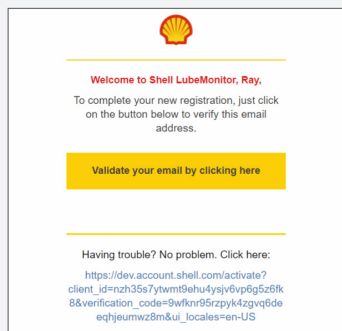
1. How do I activate my Shell LubeAnalyst account?
2. Dashboard
3. View vessels/equipment/components
4. Register and send sample
5. Help



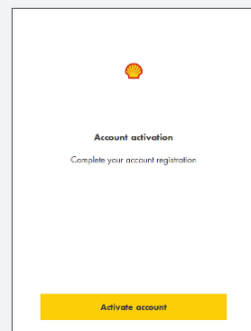
# 1. How do I activate my Shell LubeAnalyst account?

You will receive an email from do-not-reply@shell.com welcoming you to Shell LubeAnalyst with a validation button and URL. To activate your account from the email, please follow the steps below. Please ensure that you are using a supported browser: Microsoft Edge or Google Chrome.

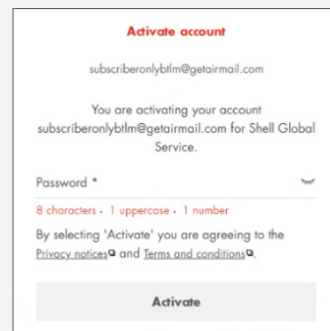
## Without 2-step verification



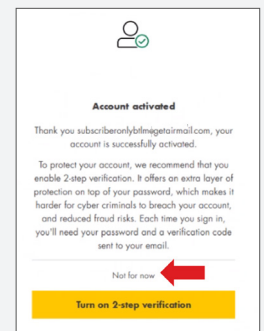
**Step 1**  
Click the button "Validate your email by clicking here".



**Step 2**  
Confirm account activation by clicking the "Activate account" button.



**Step 3**  
Create your password.

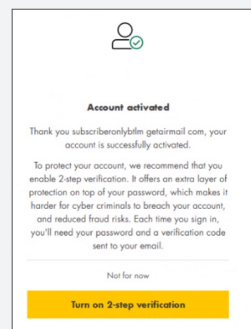


**Step 4**  
Account activated. Select "Not for now" to return to login page.

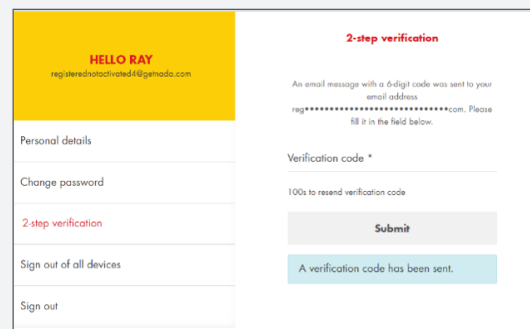
## Adding 2-step verification (also known as 2-factor authentication)

2-step verification offers improved account security. At every login you will need to enter your own password first, followed by a system-generated one-time passcode sent to your email address.

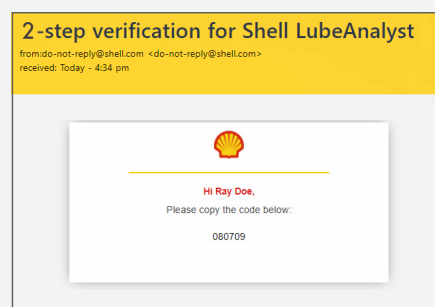
**Note:** You will need instant access to the registered email account to retrieve the one-time passcode to be able to log in.



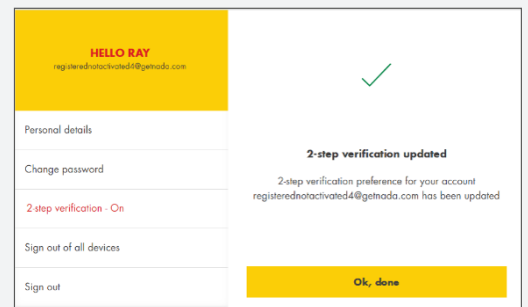
**Step 1**  
Click the button "Turn on 2-step verification".



**Step 2**  
System confirms that an email with a one-time passcode has been sent to your email address.



**Step 3**  
Copy the code from the email.



**Step 4**  
2-step verification enabled. At every login, you will need to enter your own password first followed by a one-time passcode sent to your email address.

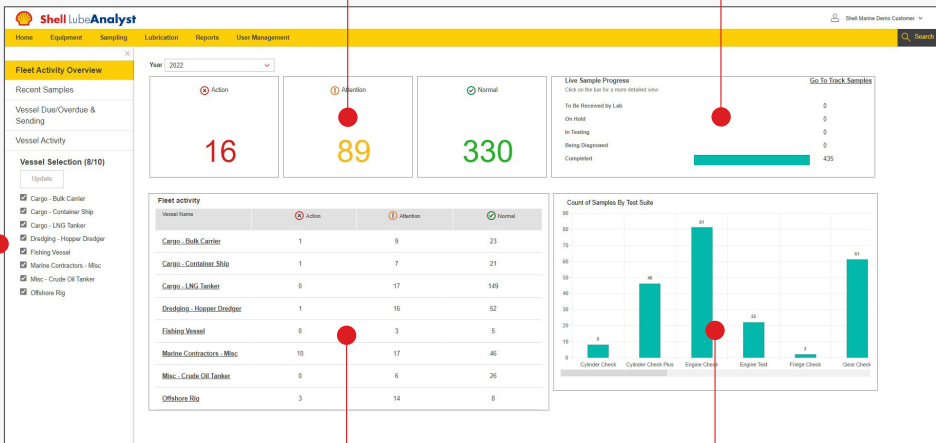
## 2. Dashboard

When you successfully log in to the new system, you will see the main Dashboard screen.

**Fleet Activity Overview:** Dashboard home page, designed to give an intuitive overview of Shell LubeAnalyst activity across your fleet. Click links or hover over the widgets for more details.

Complete overview of sample condition from all submitted samples from your selected vessels.

Live sample progress – track the status of samples you have sent to the Shell LubeAnalyst laboratory.  
Tip: Click the bar for more details.



Select single vessel or multiple vessels of interest.

Number of samples and condition per vessel makes it easy to compare.  
Tip: Click link for more details.

Breakdown of the types of samples and tests performed.

**Recent Samples:** All summarised and organised in one place.

Powerful search tool to find your sample by searching for equipment type, description or sample number.

Easily export your results to Excel to share with others in your organisation.

Vessel Name	Description - Customer Component ID	Sample Number	Condition	Date Drawn	Diagnostic Comment	Customer Comment	Add/Edit Comment	Report Link
Cargo - LNG Tanker	Compressor Room Crane (RT x 22M) Hydraulic System Hydraulic System	000000000	Attention	16/Sep/2022	Note Lead (Pb) content. We recommend that filters			
Cargo - LNG Tanker	Refuelling Compressor (SB) Compressor Crankcase Compressor Crankcase	000000000	Attention	16/Sep/2022	The viscosity is under the lower limit of the oil			
Cargo - LNG Tanker	Rescue Boat/Life Raft Davit Enclosed Gears Enclosed Gears	000000000	Attention	16/Sep/2022	There is a small amount of water in the oil. Viscosity			
Cargo - LNG Tanker	Rescue Boat/Life Raft Davit Hydraulic System Hydraulic System	000000000	Attention	16/Sep/2022	The viscosity is considerably higher than the spec			
Cargo - LNG Tanker	Main Air Compressor No. 1 Crankcase Crankcase	000000000	Attention	16/Sep/2022	There is a small amount of water in the oil. Viscosity			
Cargo - LNG Tanker	Provision Crane (RT x 22M) / Port Hydraulic System Hydraulic System	000000000	Attention	16/Sep/2022	Note Lead (Pb) content. We recommend that filters			
Cargo - LNG Tanker	Provision Crane (RT x 22M) / Sbd Hydraulic System Hydraulic System	000000000	Attention	16/Sep/2022	The viscosity has dropped a little as compared to			
Cargo - LNG Tanker	Mainhold Hoisting Crane (10T x 20M) Port Hydraulic System Hydraulic System	000000000	Normal	16/Sep/2022	The Sample test results all indicate that the oil			

Shortcut links to the sample report.

Read the diagnostic comments from Shell's experts.

Use the + icon to add your own comment to a sample. Useful as an audit trail or to record an action. The comment is instantly synchronised across the platform and visible to all other users with access to that sample.

2. Dashboard (continued)

Vessel Due/Overdue & Sending: An overview of samples which are due or overdue for sending to the laboratory.

This page is powered by Shell LubeAnalyst’s Sample Reminder feature.

Sample Reminder is an innovative feature that ensures you never miss a scheduled oil analysis for your equipment. Turn on the feature to automatically receive sampling notifications by email, giving you peace of mind by ensuring compliance with your planned maintenance schedule. An intuitive user interface gives you all sampling-related information in one place and allows easy export of data for sharing.

Count of samples due or overdue.

Shortcut to Sample Reminder.

Shell LubeAnalyst

HomeEquipmentSamplingLubricationReportsUser ManagementHelp

Shell Marine Demo Customer

Search

Fleet Activity OverviewRecent SamplesVessel Due/Overdue & SendingVessel Activity

Vessel Selection

☒ Cargo - Bulk Carrier

☐ Cargo - Container Ship

☐ Cargo - LNG Tanker

☐ Dredging - Hopper Dredger

☐ Fishing Vessel

☐ Marine Contractors - Misc

☐ Misc - Crude Oil Tanker

☐ Offshore Rig

Due Samples this week

Overdue Samples(More Than 30 Days Overdue)

Vessel Name	Description - Customer Component ID	Last Sample Date Drawn	Sample Frequency	Unit	Date Next Sample Due	LubeAnalyst Code	Last Sample Condition	Report Link
Cargo - Bulk Carrier	Main Engine Drain Oil Cylinders No. 1	17/Jan/2022	60	Days	25/Oct/2022	00000P03	ⓘ	🔗
Cargo - Bulk Carrier	Main Engine Drain Oil Cylinders No. 2	17/Jan/2022	60	Days	25/Oct/2022	00000P04	ⓘ	🔗
Cargo - Bulk Carrier	Main Engine Drain Oil Cylinders No. 3	17/Jan/2022	60	Days	25/Oct/2022	00000P05	ⓘ	🔗
Cargo - Bulk Carrier	Main Engine Drain Oil Cylinders No. 4	17/Jan/2022	60	Days	25/Oct/2022	00000P06	ⓘ	🔗
Cargo - Bulk Carrier	Main Engine Drain Oil Cylinders No. 5	17/Jan/2022	60	Days	25/Oct/2022	00000P07	ⓘ	🔗
Cargo - Bulk Carrier	Main Engine Drain Oil Cylinders No. 6	17/Jan/2022	60	Days	25/Oct/2022	00000P08	ⓘ	🔗
Cargo - Bulk Carrier	Main Engine System System	19/May/2022	90	Days	25/Oct/2022	00000P01	🟢	🔗

Vessel Activity: A full log of all samples sent by each vessel, classed by sample condition of Action, Attention or Normal.

Use the filter to compare to previous years.

Powerful search tool to find your sample by searching for equipment type, description or sample number.

Shell LubeAnalyst

HomeEquipmentSamplingLubricationReportsUser ManagementHelp

Shell Marine Demo Customer

Search

Fleet Activity OverviewRecent SamplesVessel Due/Overdue & SendingVessel Activity

Vessel Selection

☐ Cargo - Bulk Carrier

☒ Cargo - Container Ship

☐ Cargo - LNG Tanker

☐ Dredging - Hopper Dredger

☐ Fishing Vessel

☐ Marine Contractors - Misc

☐ Misc - Crude Oil Tanker

☐ Offshore Rig

Cargo - Container Ship Activity

Year: 2022

Search by Equipment, Component ID or LubeAnalyst Code

Track SampleExport to Excel

Description - Customer Component ID	LubeAnalyst Code	Count by Sample Condition
		ⓘ Actionⓘ Attentionⓘ Normal
Main Engine System System	00000P01	001
Main Engine Drain Oil Cylinders No.1	00000P03	001
Main Engine Drain Oil Cylinders No.2	00000P04	001
Main Engine Drain Oil Cylinders No.3	00000P05	001
Main Engine Drain Oil Cylinders No.4	00000P06	001
Main Engine Drain Oil Cylinders No.5	00000P07	001
Main Engine Drain Oil Cylinders No.6	00000P08	001
Main Engine Drain Oil Cylinders No.7	00000P09	001
Main Engine Drain Oil Cylinders No.8	00000P10	001
Stem Tube Bearings and Seals Bearings and Seals	00000P02	001
Auxiliary Diesel Engine No. 1 Crankcase (Residual Fuel) Crankcase	00000A01	020
Auxiliary Diesel Engine No. 2 Crankcase (Residual Fuel) Crankcase	00000A02	011
Auxiliary Diesel Engine No. 3 Crankcase (Residual Fuel) Crankcase	00000A03	020
Auxiliary Diesel Engine No. 4 Crankcase (Residual Fuel) Crankcase	00000A04	101
Emergency Diesel Engine Crankcase Crankcase	00000A05	010

### 3. View vessels/components/equipment

- The Vessel, Equipment and Component screens are useful for quickly navigating to any equipment or component. Initially, all your vessels will be under the Equipment tab.
- You can use the Search feature under the Equipment menu to search for any vessel, equipment item or component.
- Before you can send a sample for analysis, you need to ensure that you have registered (1) the relevant equipment and (2) the component from which the sample is taken on Shell LubeAnalyst. To register a new vessel, equipment item or component, contact your Shell Marine technical representative.

#### Records folder

Use the left-hand panel like a folder; click an item to open the list of records in that folder.

#### Manufacturer/Model view

#### Clickable headers

Click on the table headers to sort the list.

Equipment Type	Equipment Description	Equipment Sub-Description	Component Type	Component Description	Lubricant	Lubricant Code
DIESEL ENGINE	Main Engine	MAN D26H S 70 MC-C Mark II.2	System	System	Melina S 30	00000P01
DIESEL ENGINE	Main Engine	MAN D26H S 70 MC-C Mark II.2	Drain Oil	Cylinders No. 1	Alinda 100	00000P03
DIESEL ENGINE	Main Engine	MAN D26H S 70 MC-C Mark II.2	Drain Oil	Cylinders No. 2	Alinda 100	00000P04
DIESEL ENGINE	Main Engine	MAN D26H S 70 MC-C Mark II.2	Drain Oil	Cylinders No. 3	Alinda 100	00000P05
DIESEL ENGINE	Main Engine	MAN D26H S 70 MC-C Mark II.2	Drain Oil	Cylinders No. 4	Alinda 100	00000P06
DIESEL ENGINE	Main Engine	MAN D26H S 70 MC-C Mark II.2	Drain Oil	Cylinders No. 5	Alinda 100	00000P07
DIESEL ENGINE	Main Engine	MAN D26H S 70 MC-C Mark II.2	Drain Oil	Cylinders No. 6	Alinda 100	00000P08
TURBO CHARGER	Main Engine Turbocharger	MAN Turbo TCA-IT	Bearings	Bearings	Melina S 30	-
DIESEL ENGINE	Main Engine Two-Stroke	MAN Turbo TCA-IT	Hydraulic System	Hydraulic System	Talco S2 VV 32	-

#### Equipment info link

Click on Equipment link and you will go to the equipment structure screen.

#### Table view

When you open a folder from the left-hand panel, the list of records opens in a table view.

#### Component info link

Click on Component link and you will go to the Component Details screen.

#### Equipment Details screen

**Main Engine**

Equipment Information

Equipment Type: DIESEL ENGINE

Equipment Description: Main Engine

Equipment Sub-Description: Sub-Description

Manufacturer: MAN D26H

Model: S 70 MC-C Mark II.2

Department: PROPULSION

Services

Marine Lube Service

Remarks

Additional Information (Optional)

Here, you can view the main equipment and component information.

Here, you can view the manufacturer, model and lubricant for the component.

#### Component Details screen

**System**

Component Information

Application: System

Component Type: System

Component Description: System

Customer Component ID: 00000P01

Services

Test Date: 01/01/2020

Engine Check: 01/01/2020

Sample Volume Required: 100 ml

Remarks

Additional Information

Capacity

## 4. Register and send sample

There are three ways to pre-register samples in the new Shell LubeAnalyst system:

- with sample kit labels;
- pre-register your samples online;
- via the Shell LubeAnalyst app.

Pre-registering your samples is the easiest way to ensure the most accurate analysis of your samples and to speed up the analysis process through the laboratory. We will explain each option below.

### a. With sample kit labels

You can continue to fill in the sample labels supplied in the sample kits, but please ensure that you do so correctly following these step-by-step instructions.

Not completing the mandatory highlighted sections on the sample labels may result in your sample being rejected or incorrectly diagnosed. Please refer to the leaflet inside the refill kit for more information on how to complete all the required sections.

### Sample label instructions

- Shell LubeAnalyst Code is mandatory. Submitting a sample without a Shell LubeAnalyst Code will result in delay or the lab being unable to process your sample.
- For the most accurate sample diagnosis and advice, please fully complete the Equipment Details section of the label.
- If you need to sample from machinery for which you do not have a Shell LubeAnalyst Code, contact your Shell Marine representative for registration of a new code before sending the sample.

LubeAnalyst Code Vessel Code Machine Code Date Drawn DD MM YY Sample Number 000000000		The easiest way to register: <a href="http://www.lubeanalyst.shell.com">www.lubeanalyst.shell.com</a>
<b>Shell LubeAnalyst</b> LubeAnalyst Code Vessel Code Machine Code Date Drawn DD MM YY Sample Number 000000000		
<b>Equipment &amp; Component Description</b> Vessel Name Equipment Description IMO Number Lubricant in Use		
<b>Equipment Details</b> Equipment Life Hrs Fuel in Use Lubricant Life Hrs Fuel Sulphur Percentage % Top-up Volume Litres per Day Week Month		
<b>Cylinder Drain Oil Samples Only</b> Engine Load (During Sampling) kW Feed Rate g/kWh Turbocharger Cut-Out Yes No Cylinder Oil Consumption / 24 Hours lbs Relative Humidity (Atmospheric) % Jacket Cooling Water Out Temperature °C Ambient Temperature (Atmospheric) °C Cylinder Liner Hours Hrs Piston Crown Hours Hrs Piston Ring Hours Hrs Fuel Valve Hours Hrs		
Remarks		
Attach to Bottle Shell LubeAnalyst Sample Number 000000000		
Attach to 2nd Bottle ISO4406/ISO4407 Particle Count Only Shell LubeAnalyst Sample Number 000000000		

### Section to Retain On board

Enter Shell LubeAnalyst Code and Date Drawn for your own records.

### Sample Identifier for Laboratory

Enter Shell LubeAnalyst Code and Date Drawn for successful registration at the laboratory.

### Equipment & Component Description

Information about where the sample was taken from.

### Equipment Details

Providing this information allows us to accurately diagnose your samples.

### Cylinder Drain Oil Samples Only

Providing this information allows us to understand running conditions at time of sampling.

### Remarks

Any other useful information about your sample.

### Sample Bottle Labels

Peel the small label from this sheet and stick it to your bottle. Two bottles are needed for particle count. Use the 2nd label for the 2nd bottle.

## b. Pre-register your samples online

Sample pre-registration allows you to record all your sample details in Shell LubeAnalyst before you send the samples to the lab.

Pre-registering your samples gives you the following benefits;

- no need to manually complete multiple sample labels;
- easily register only due or overdue components;
- component information will be pre-filled by Shell LubeAnalyst; and
- can be used when you have no sample kit.

### 1. Navigate to Sampling then click Send Samples

Select if you have a sample kit or not.

If you do not have a sample kit, you can send samples using your own sample bottles. Shell LubeAnalyst will create sample numbers for you during the pre-registration process.

### 2. Select the equipment sampling points

Use the checkboxes to select only the due and/or overdue samples (optional).

Alternatively, expand the equipment list to manually select any sampling points.

### 3. Confirm any additional information and pre-register samples

If required, enter sample number from your sample book and update Sample Date Drawn, Lubricant in Use or Equipment Details.

### 4. Check the PDF and send the samples

Your samples are now registered with the lab. Follow the instructions and send the samples to your nearest lab.

Click pre-register samples and then download the PDF.

### c. Via the Shell LubeAnalyst app

The latest version of the Shell LubeAnalyst app features an offline mode to allow easy registration of samples when you are at sea or have no internet connection. When logged in, press the menu icon in the top left and "Enable Offline Mode". Register your samples even when you are offline. Sync the app when you have a connection.

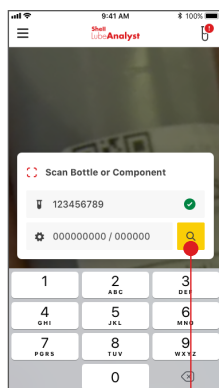
**How to download the app:** > Apple or Google Play app stores > Shell LubeAnalyst

The sign-in details are the same as on the Shell LubeAnalyst web portal. For your first sign-in only, you need to register your account on the web portal before accessing the mobile app.

**Note:** The Quick Sample Register is not yet active or available for Shell Marine customers.

#### Registering a sample via the mobile app

1. Once you have taken your sample, find the QR code attached to the bottle or on the sample label. Open the app and scan the QR code; you will get a confirmation tick when the scan is successful. If you cannot find the QR code or it is failing to scan, type in the numerical code instead.
2. To assign the sample bottle to the component, scan the QR code found near or around the sample point of the component. Again, if no QR code is present, you can manually enter the Shell

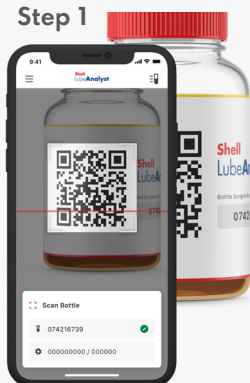


LubeAnalyst code into the entry field or tap on the search icon and search for the component in your equipment library.

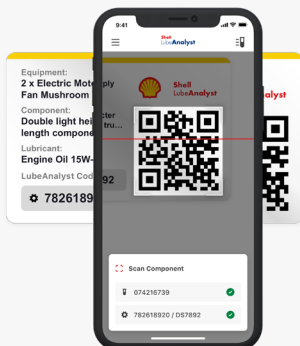
3. Once both codes have been entered, confirm the equipment details are correct and fill in the sample registration form on the mobile app. As with the paper form, the more details you input, the better the data for the diagnosis. Once the form is completed, simply tap Submit and then send the sample bottle to the lab. There is no need for additional paperwork.

**Search icon**

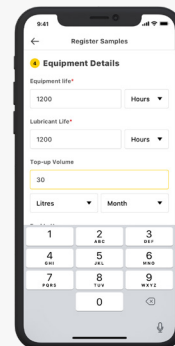
#### Step 1



#### Step 2



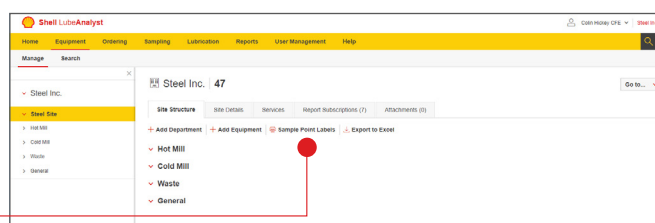
#### Step 3



### Downloading and printing your sample point labels

1. On the Shell LubeAnalyst website (www.lubeanalyst.shell.com), navigate to the **Equipment** tab on the menu bar and select **Manage** from the dropdown options.
2. Once the vessel list has loaded, select the vessel you need and click on the **Sample point labels** button on the main table view page.
3. Select the equipment and components for which you would like to generate the sample point label and QR code.
4. You will now see a pop up with the choice to select the paper size you wish to print on, either A4 or letter. Please note the label templates needed to print these component labels are A4: Avery B7173-50 and letter: Avery 60505.
5. Once you have chosen the print format, click **Generate labels**.
6. A PDF of your component labels will then load for you to download, print off and stick on your sample locations on your machinery, ready for rapid QR code scanning next time you sample. Alternatively, print to standard paper, file and scan from your desk instead of at the sample point location.

**Sample point labels**





## 5. Help

The Shell LubeAnalyst Help section provides a useful reference. For more help, see the video links below.

### Getting Started

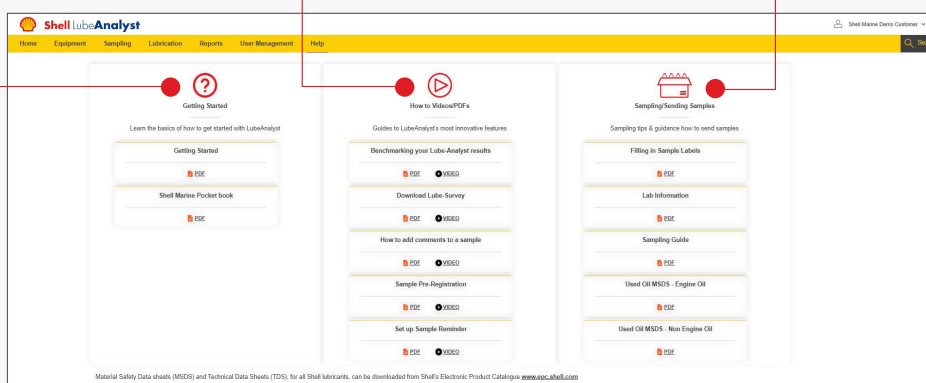
A quick reference guide to how to get the most out of Shell LubeAnalyst. The Shell Marine Pocketbook is a useful reference for all things technical and lubricant related.

### How to

PDF guides and videos demonstrating how to set up some of Shell LubeAnalyst's most innovative features.






### Sampling

Need to send a sample to Shell LubeAnalyst? This section contains all the information you need.



### Help videos

Scan the QR codes to watch how-to videos about key features of the Shell LubeAnalyst portal.

<b>Benchmarking</b>	Benchmarking is a powerful new feature available in Shell LubeAnalyst that offers insights into the running condition of your components. By benchmarking the performance of your equipment against each other or against our extensive database of test results, Shell LubeAnalyst helps you identify the early warning signs of mechanical issues and avoid costly unplanned downtime.	
<b>Download LubeSurvey</b>	Every lubricant survey is carefully created by Shell technical engineers to ensure compliance with the equipment manufacturer's recommendations. The document lists all the equipment and components on your vessel along with the Shell recommended lubricant.	
<b>Add comments to a sample</b>	The home page Dashboard is packed full of useful information, helpful features and insights to help you monitor samples from individual components or across an entire fleet. You can directly add your own comments to an individual sample to record a completed action, to act as an audit trail or to share with all other users who have access to that sample.	
<b>Sample pre-registration</b>	Sample pre-registration allows you to record all your sample details in Shell LubeAnalyst before you send the samples to the laboratory. Pre-registering your samples gives you the following benefits; <ul style="list-style-type: none"> <li>no need to manually complete multiple sample labels;</li> <li>easily register only due or overdue components;</li> <li>component information will be pre-filled by Shell LubeAnalyst; and</li> <li>can be used when you have no sample kit.</li> </ul>	
<b>Set up a Sample Reminder</b>	Sample Reminder is an innovative feature that ensures you never miss a scheduled oil analysis for your equipment. Turn this feature on to automatically receive sampling notifications by email, giving you peace of mind by ensuring compliance with your planned maintenance schedule. An intuitive user interface gives you all sampling related information in one place and allows easy export of data for sharing.	

For more information, contact your Shell Marine technical advisor.

