



# VIEW FUEL PRICE HISTORY

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## PURPOSE:

This procedure is a step by step guide on how to view the submitted fuel price history for fuel types sold at your service station.

## AUDIENCE:

All fuel outlet **Managers** and **Operators** who are registered in the MyFuel NT system.



## STEP 1

The screenshot shows the MyFuel NT website interface. At the top, there is a navigation bar with a menu icon and a notice: "If your search results for U91 do not appear anywhere on this website always choose LAF as it is a direct substitute for U91 in some areas of the NT". Below this is the MyFuel NT logo and the Northern Territory Consumer Affairs logo. The main content area is divided into two sections: "Fuel Near Me" with a location pin icon, and "Average Price Now" showing a price of 121.9 for Top End Rural - Biodiesel 20. Below these is a search form titled "Select Suburb/Postcode or Region." with a text input field for "Suburb/Postcode" and a dropdown for "Region". There are also dropdown menus for "Biodiesel 20" and "All Brands". A "Remember my settings" checkbox and a "Search" button are at the bottom of the form.


Go to the MyFuel NT website at <https://myfuelnt.nt.gov.au>.

The **MyFuel NT** home page is displayed.



## STEP 2



Navigate to the top left of the screen click the main menu  and a drop down menu will appear, select '**Fuel Outlet**'.



### Step 3

MyFuel NT

Fuel Outlet

Email john.citizen@hotmail.com

Password \*\*\*\*\*

Remember me? [Forgot Password](#)

Log in

Enter your email address in the **'Email'** field.

Enter your password in the **'Password'** field.

Check the **'Remember me?'** checkbox if you prefer your details to be stored for your next login.

Click on the **'Log in'** button.



## Step 4

MyFuel NT

VerifyCode

A verification code has been sent to your registered mobile number. Please enter to login.

Code

Submit

Login verification code is sent to your registered mobile.

The **Verification Code** page is displayed.

The verification code will be sent to your registered mobile number. \*










Enter the verification code in the '**Code**' field.

Click on '**Submit**' button.

\* If you **do not** have a mobile telephone, you will need to contact NT Consumer Affairs for assistance on telephone number: 1800 019 319 or 08 8999 1999 .



### Step 5

Identifier	OutletName	Brand	Suburb	Post code	Actions
08280001	Caltex Berrimah	CA	Berrimah	0828	
08290010	Puma 11 Mile	PM	Holtze	0829	
08220050	Arnhem Land Progress Aboriginal	IN	Ramingining	0822	
08120015	BP Malak	BP	Malak	0812	
08100020	Caltex Woolworths Casuarina	CW	Casuarina	0810	
08000025	United Smith Street	UN	Darwin	0800	
08100030	Caltex Woolworths Nightcliff	CW	Coconut Grove	0810	
08200035	Coles Express Winnellie	CO	Winnellie	0820	
08380040	Caltex Berry Springs	CA	Berry Springs	0838	

You will be presented with the **Fuel Outlet Index** page.

All service stations that you manage or are an operator at, will appear on the list.

Click on the **'Edit Fuel Outlet'**  button in the **Actions** column.

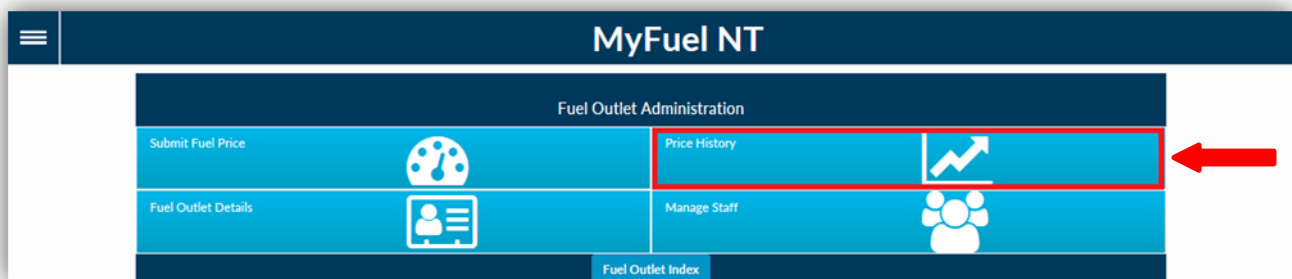


## Step 6

The **Fuel Outlet Administration** page will be displayed.

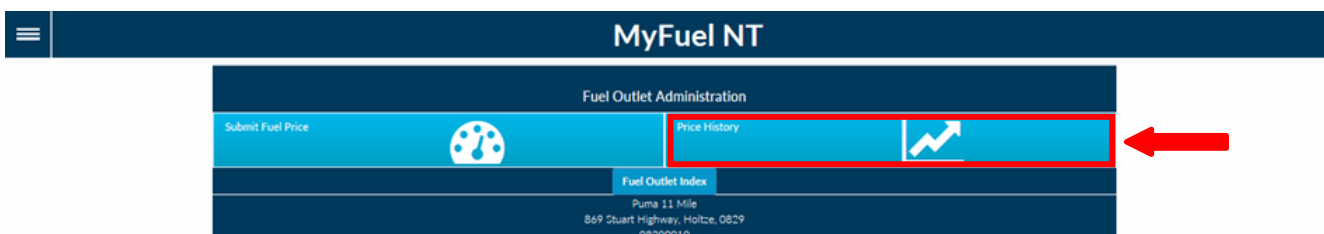
**Managers** are presented with the following options:

- Submit Fuel Price
- Price History
- Fuel Outlet Details
- Manage Staff



**Operators** are presented with the following options:

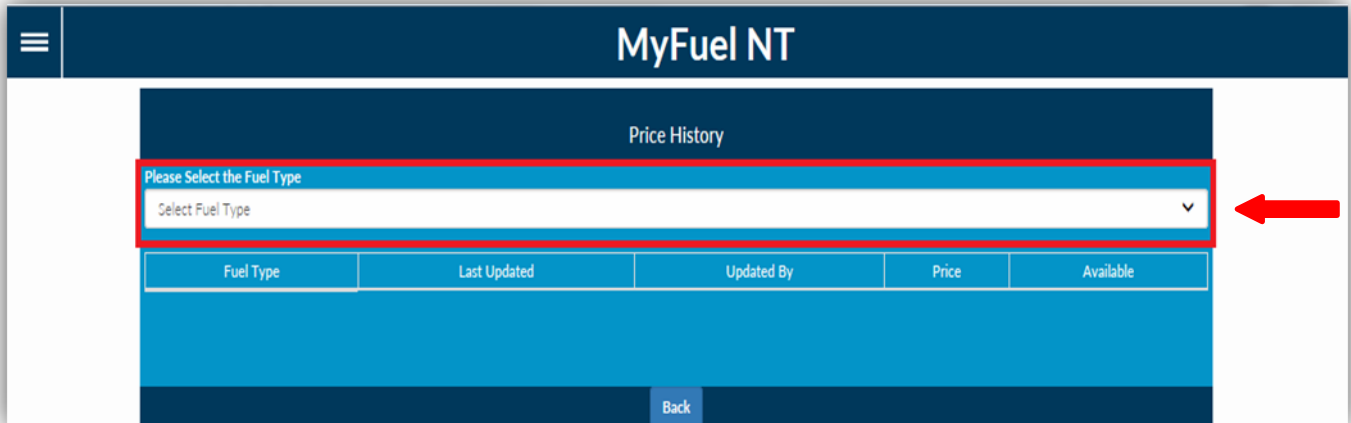
- Submit Fuel Price
- Price History



Both Managers and Operators should select **'Price History'**.



## Step 7



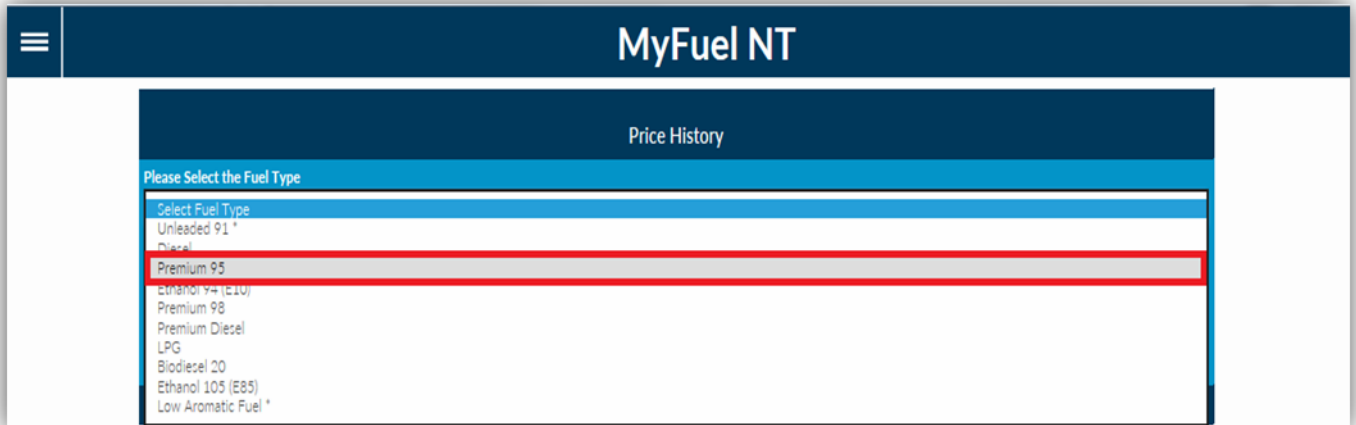
You will be presented with the **Price History** Page.

Click on the **'Select Fuel Type'** dropdown list to view all available fuel types.





**STEP 8**



A list of all available fuel types will be displayed.

Select the fuel type you want to view the history of by clicking on it.



STEP 9

MyFuel NT

Price History

Please Select the Fuel Type

Premium 95

Fuel Type	Last Updated	Updated By	Price	Available
P95	05/09/2017 03:41:19 PM	John Citizen	126.10	Yes
P95	04/09/2017 03:41:11 PM	John Citizen	126.20	Yes
P95	03/09/2017 03:40:47 PM	John Citizen	126.30	Yes
P95	02/09/2017 03:40:32 PM	John Citizen	126.40	Yes
P95	01/09/2017 03:35:42 PM	John Citizen	126.50	Yes

Back

All changes in the fuel prices for the selected fuel type will be displayed.

Click on the 'Back' button to return to the **Fuel Outlet Administration Page**.