Pocket mp2 Plus
User's Guide

Prepared by
Blue Dot Solutions, Inc.

Contents

1.0 Introduction

Pocket mp2 Plus is designed to provide a mobile interface for mp2. This document will
detail the usage of this application as well as provide hand held installation and setup.

1.1 Supported Handheld Hardware

1.1.1 Minimum Requirements

The minimum requirements for the handheld device are:

RAM
    64MB with 40MB free
NVM (non-volatile memory, i.e., flash memory)
    20MB free
Processor
    Strong ARM or X-Scale
Operating System
    Pocket PC 2003 or Greater

1.1.2 Supported Devices

The following hardware will be supported in the build described in this document.

Symbol
    8100 series, 8800 series, MC9000 series, MC50, MC70

Intermec
    700 series, CN2

Datastream (now Infor)
    DS-1100, INF-1100

Psion Teklogix
    WorkAbout Pro

1.2 Supported mp2 Server Software

Pocket mp2 Plus supports the following mp2 Server Software: mp2 v6.0 for SQL Server
2000.

1.3 Usage Processes

This document focuses on the user interface and flow from a software functional
perspective. Details related to the actual implemented process, and usage instructions for
this application, will be available in the 'Best Practices' documentation that will be the
responsibility of system implementers.

2.0 Software Installation

Pocket mp2 Plus is designed to run on the Microsoft Pocket PC 2003 or Greater platform. This section describes how to load Pocket mp2 Plus on any appropriate device defined in section 1.1.

2.1 Background Information

There are several areas that may require background knowledge to perform the installation. This section describes these areas before the actual installation process is explained. If you are already familiar with cabinet (CAB) files, hardware reset procedures and installing and using Microsoft ActiveSync, you can skip to section 3.2 (Installation Procedure).

2.1.1 CAB Files

A CAB file is a self-extracting archive that the Pocket PC platform is able to automatically extract to perform necessary software installation steps. If the CAB file is placed in the correct location, the Pocket PC operating system will automatically extract and run the CAB file when a hardware cold-boot is performed. In most cases, the CAB file will contain everything that is necessary to complete the software installation. This process includes the extracting and copying of application executable and data files from the CAB to the hand-held, and the creation of any necessary program shortcuts, desktop icons or startup instructions.

The entire Pocket mp2 Plus installation is included in a single CAB file that is named Pocketmp2Plus.cab. This CAB file is placed in the **\Program Files\mp2 Mobile Products Server\ Client\Pocket_mp2_Plus_3.0** directory during system installation. For information regarding system installation and documentation, please contact your systems administrator or refer to SQL **Pocket mp2 Plus Install and Config guide.pdf**.

2.1.2 ActiveSync

Microsoft's ActiveSync program allows for a cradled hand-held device to be accessed through the PC's Windows Explorer. If ActiveSync is installed and properly configured, cradling the hand-held device will cause ActiveSync to automatically create a system connection to the device. In this state, Windows Explorer can be used to explore the hand-held drives in the same way a drive on the local PC can be explored. CAB file placement on the hand-held will involve copying it from the PC to the correct hand-held drive location using the Windows Explorer. This is the identical process a as copying a file from one location on your PC to another.

The installation program for ActiveSync is included on the installation CD in the **Utilities** folder. ActiveSync can also be downloaded from the Microsoft website at http://www.microsoft.com/: and search for ActiveSync. Any ActiveSync version that is greater than or equal to 3.5 is supported by the Pocket mp2 Plus system.

2.2 Installation Procedure

1) Install and configure Microsoft ActiveSync on any Windows NT or greater PC.
2) Connect the hand-held cradle to the PC.
3) Dock the hand-held in the cradle.
4) Open the Windows Explorer on the PC.
5) If a connection has been established,with ActiveSync you should be able to browse the **Mobile Device** icon. The **Mobile Device** icon will appear as a sibling to the PC's other local drives.
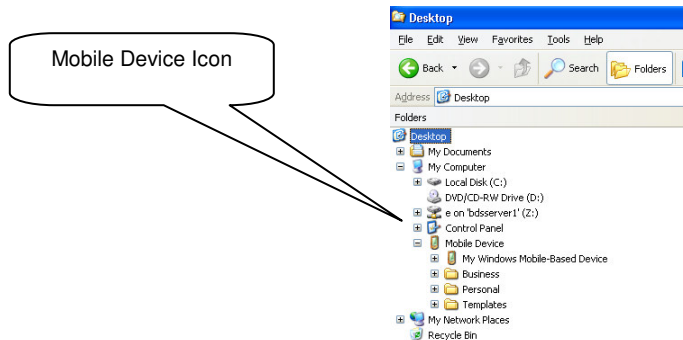
6) Browse the **Mobile Devic**e and locate the auto-run directory. As mentioned earlier, this can be hardware specific so consult your hardware guide.
7) Copy Pocketmp2Plus.cab file to the auto-run directory. (Consult SQL Pocket mp2 Plus Install and Config guide.pdf for detailed instructions how to obtain this file from the CD provided).
8) Perform a hand-held cold boot (see section 2.1.2) and follow the instructions on the screen. Click **Yes to All** if you are prompted with a file replacement dialog during this process.

9) After installation is complete, the Pocket mp2 Plus can be accessed by clicking **Pocketmp2Plus** icon on the Pocket PC Start Menu.
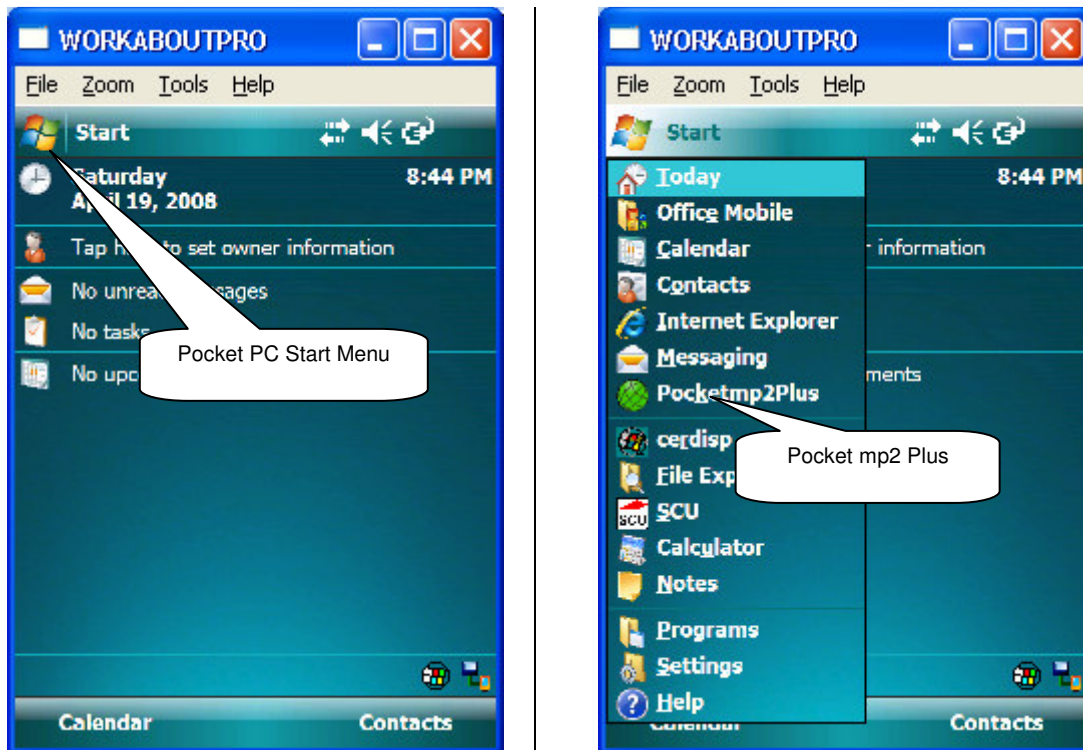
10) Pocket mp2 Plus installation is now complete. Please refer to section 3.0 (Pocket mp2 Plus Setup) for information regarding any setup and configuration steps that may be necessary.

3.0 Pocket mp2 Plus Setup

Once the hand-held is loaded, some administrator setup is required. Depending on what has been loaded for configuration in Pocketmp2Plus.cab file, some of the following steps may or may not be necessary. This is primarily an administrative task.

It is possible to pre-configure Pocket mp2 Plus program within Pocketmp2Plus.cab file to minimize the amount of system setup that is required after installation. If you are interested in pursuing this option, please contact sales@bluedotsolutions.com.

3.1 Pocket mp2 Plus Configuration

There are several settings and options that are used and stored by Pocket mp2 Plus program. These options control configuration of the communications channel from Pocket mp2 Plus to the synchronization server, as well as date display formats and meter reading input styles.

Before Pocket mp2 Plus can be used, the following setup activities must take place. Steps that can be by-passed with a pre-configured Pocket mp2 Plus are marked as *optional*.

3.1.1 Step 1 – Starting Pocket mp2 Plus

Start Pocket mp2 Plus application by clicking the Pocket PC Start Menu, then **Pocketmp2Plus** Icon.
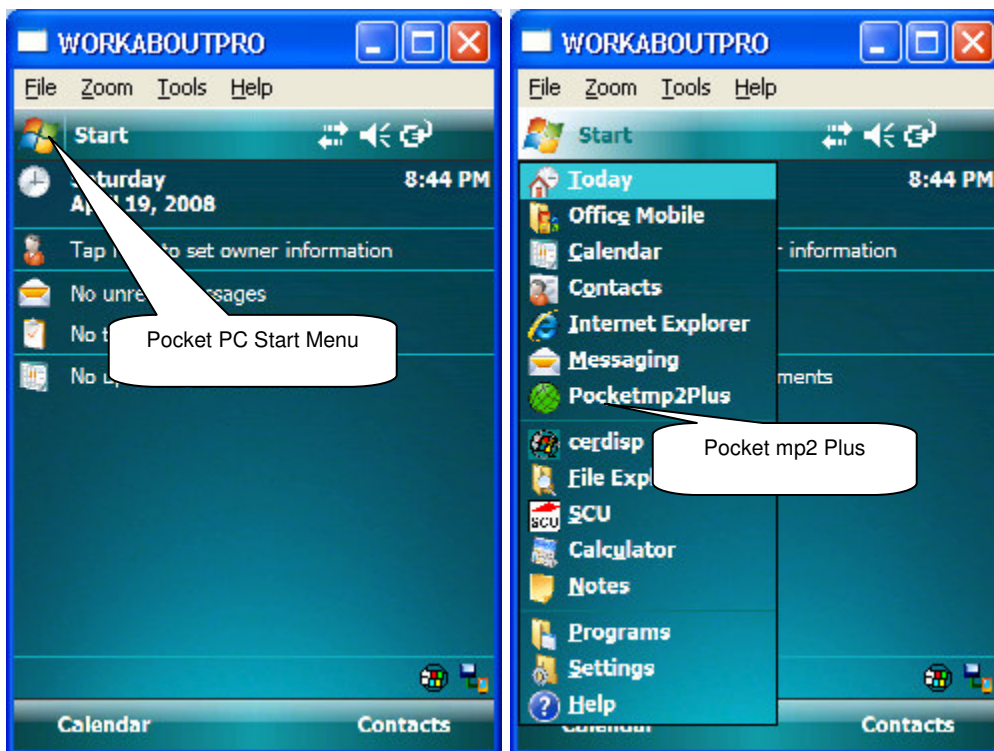
3.1.1.1 Splash Screen

When the Pocket mp2 Plus is started, the program splash screen will be displayed. If the hand-held has not been authorized, a hardware authorization screen will be displayed. To obtain a hardware authorization code, if not already provided, please email support@bluedotsolutions.com with the authorization information provided on your mobile device.

If no selection is made on the Splash Screen Pocket MP2 will automatically to the login screen.

Screen Details:

Version:
   This is the currently running Pocket mp2 Plus version. The Version can also be found on the About screen. The screen will timeout after 3 seconds or select Enter to go to the next screen.

3.1.2 Step 2 - Connection Information

On the splash screen select SETUP and enter the admin password. The admin password is 12345, and select OK. See installation and configuration guide for details on how to configure the setup page.
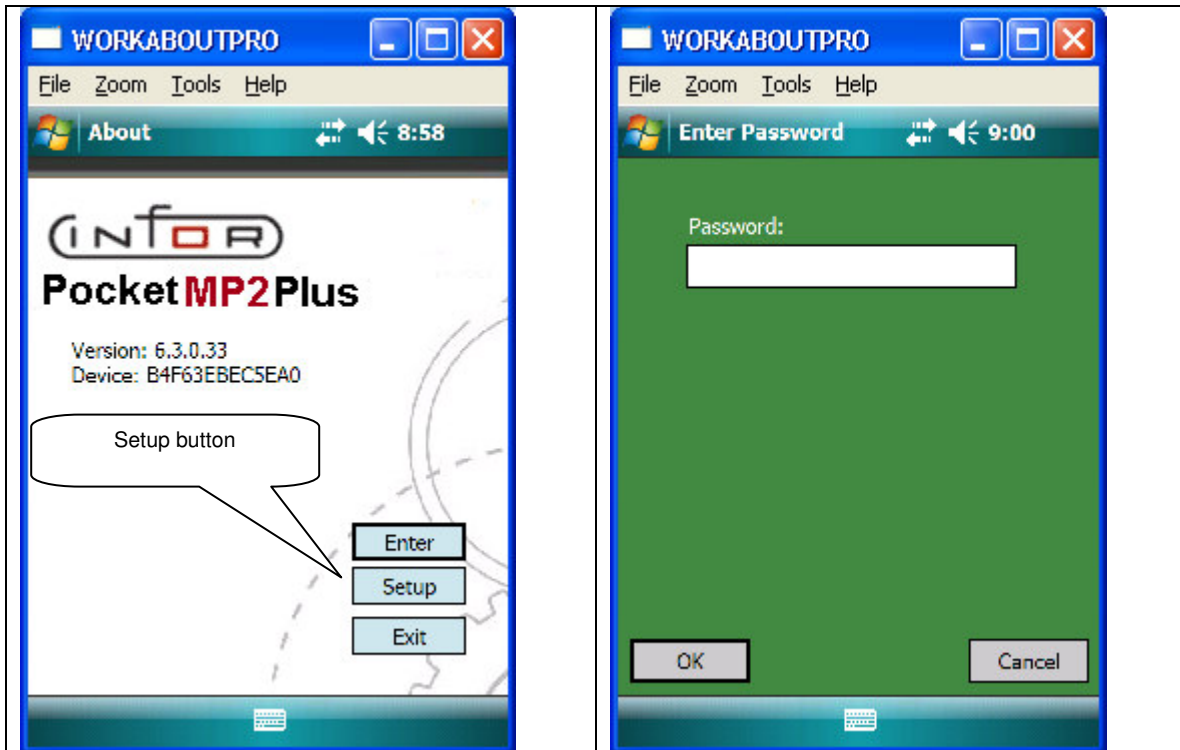
3.1.3 Step 3 – Login

Once the Splash screen is dismissed, the Login screen will be displayed. Enter the ADMIN **User ID** and 12345 **Password**, then press **OK**.

Until setup is complete, ADMIN (user id) and 12345 (password) will be the only valid login.

3.1.3.1 OK Button

If a valid **User ID** and **Password** have been entered, clicking this button will display the program Main Menu (Section 4.4). If not valid, the following error message will be displayed, and the user will not be allowed to proceed.
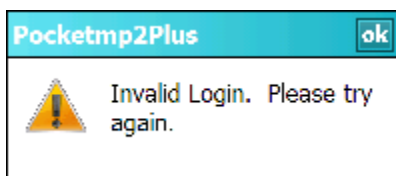
After dismissing this message, the user is allowed to re-enter the **User ID** and **Password**.

3.1.3.2 Exit Button

This will exit the user from the application.

3.1.4 Step 4 – Main Menu

If a valid ADMIN login and password have been entered, the Pocket mp2 Plus Main Menu will be displayed.

3.1.5 Step 5 – Configuration

Click the **Configure** button to display the Pocket mp2 Plus Configuration Screen.

3.1.5.1 Pocket mp2 Plus Configuration Screen

These screens or tabs capture information about how Pocket will download data and how the application will behave. This screen is available for all users; however it is not user specific. If a change is made on any of these tabs it will affect <u>all</u> users. Some options on these tabs will effect the synchronization performance of Pocket mp2 Plus.
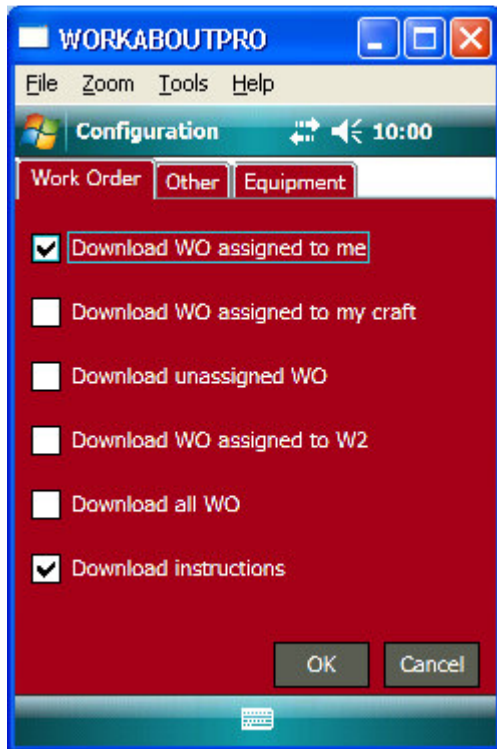
Screen Details: Work Order

Download WO assigned to me:
    This option is enabled by default. All WO assigned to the current user will be downloaded.
Download WO assigned to my craft:
    This option will download all WO assigned to an employees craft. The user will see WO assigned to him/her and other member of his/hers craft.
Download unassigned WO:
    This option will download all WO that are unassigned.
Download WO assigned to W2:
    This option downloads all WO assigned to an employee with the ID of W2.
Download all WO:
    This option will download all WO in mp2.
Download instructions:
    This option is enabled by default.
    Downloads the instructions attached to the WO.
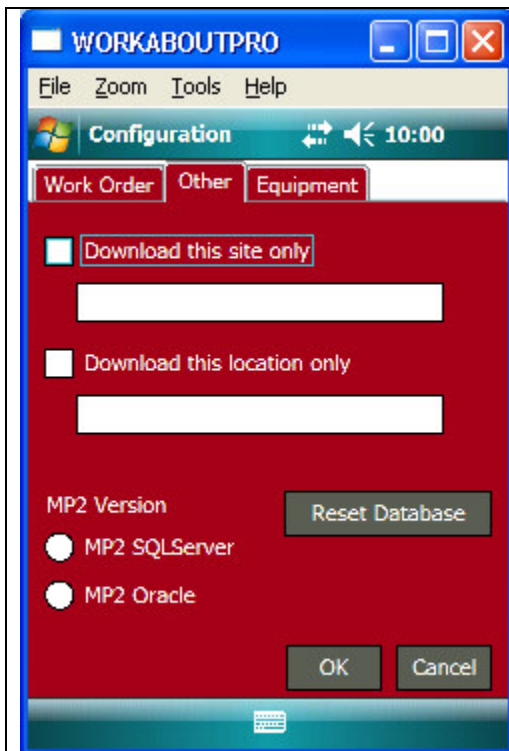
Screen Details: Other

Download this site only:
    This option will download data based on the site ID that is entered.
Download this Location only:
    This option will download data based on the location that is entered.
MP2 Version
    Enter the type of database that pocket is connecting to.

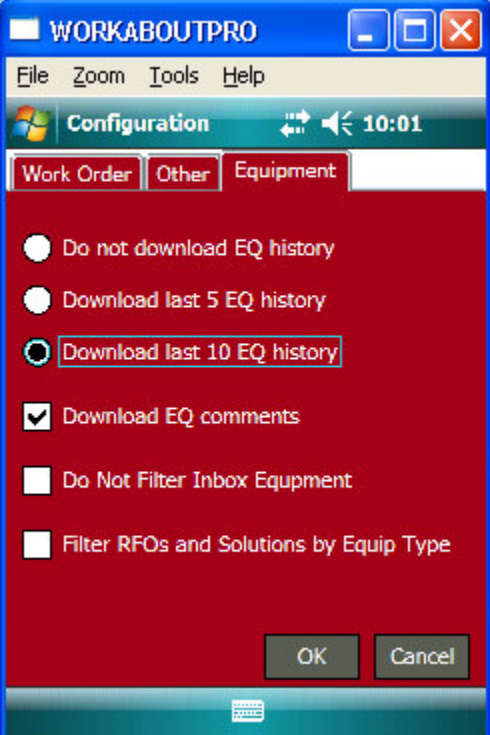| WORKABOUTPRO	Screen Details: Equipment

File Zoom Tools Help
 	
Configuration 10:01
 	
Work Order | Other | **Equipment**
 	
○ Do not download EQ history
○ Download last 5 EQ history
◉ Download last 10 EQ history
☑ Download EQ comments
☐ Do Not Filter Inbox Equpment
☐ Filter RFOs and Solutions by Equip Type
 	
OK Cancel
	Do not Download EQ history:
	    This option will not download history for equipment.
	Download last 5 EQ history:
	    This option will download the last 5 equipment history records.
	Download last 10 EQ history:
	    This option will download the last 10 equipment history records.
	Download EQ Comments:
	    This option will download any existing equipment comments attached to a WO.
	Do not filter Inbox Equipment:
	    If the box is checked the equipment filter on the Inbox will search all equipment.
	Filter RFOs and Solutions by Equip Type:
	    This option is only for Enterprise customers.

Enter or select the correct configuration settings, then click **OK** to save your changes.

3.1.5.1.2 OK Button
This will save the entered configuration settings, close the Setup screen and return the user to Pocket mp2 Plus Main Menu.

3.1.5.1.3 Cancel Button
Clicking this button will close this screen without saving any changes that have been made, and return the user to Pocket mp2 Plus Main Menu.

3.1.6 Step 6 – Admin Synchronization

From the Main Menu, click the Synchronize button. Place the device in the cradle. The device doesn't have to be in the cradle if it has a wireless card The device only has to be in the cradle if you're using Microsoft ActiveSync for synchronization.

The Admin Synchronization will only download the lookup tables, such as Logins, Employees, Equipment, Sites, Warehouses, Parts, etc. After the Admin Synchronization has been completed, the user must login and perform a User Synchronization.

A dialogue box will ask you if you want to reset the database before synchronizing. Click on Yes.

WORKABOUTPRO

File Zoom Tools Help

Sync Status   9:07

Items	Status
GetServerTime	Complete
GET_MP2USER	Complete
GET_RFO	Complete
GET_EQTYPE	Running
GET_INVTYPE	
GET_STOCK	
GET_INVY	
GET_LOCATION	
GET_RFFCODES	
GET_RFOCODES	
GET_SITE	
GET_WAREHOUSE	
GET_WOTYPE	
GET_METER	
GET_MTRHIST	

Synchronizing. Please Wait...   Abort
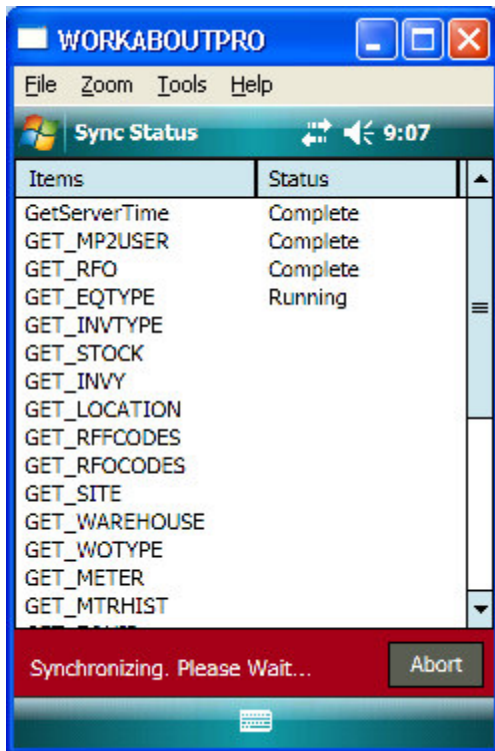
You can view the sync status in this window.This process may take several mintues depending on the size of your databse.

3.1.7 Step 7 – User Synchronization

After the Admin Synchronization has been completed the user will login and perform the User Synchronization. This synchronization will download all the user's Work Orders, Work Order Equipment and Work Order Parts.

Note: The user's First Name and Last Name in the Employee table must match the user's Full Name in the Login table. If you do not see the user's name in the user list, it's because:

    A. The user doesn't exist in both the Employee and Login tables.
    B. The user's Full Name does not match the First Name and Last Name.

3.1.7.1 Login

After the ADMIN exits from the application, restart the application and login as a user.
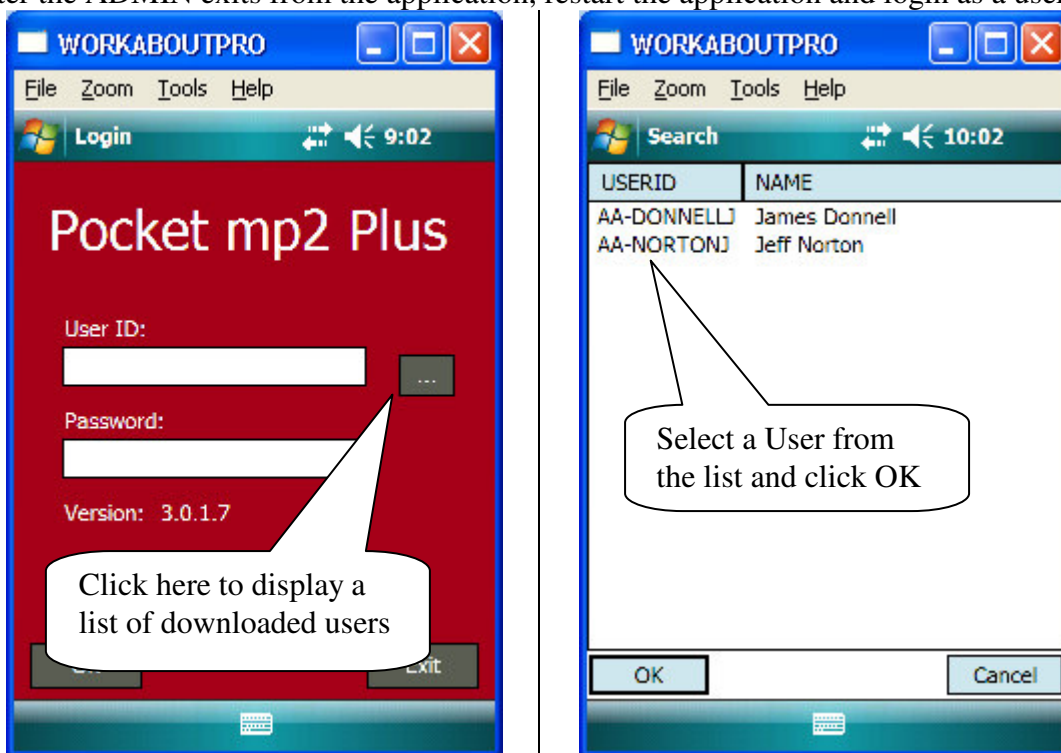
3.1.7.1 Synchronize

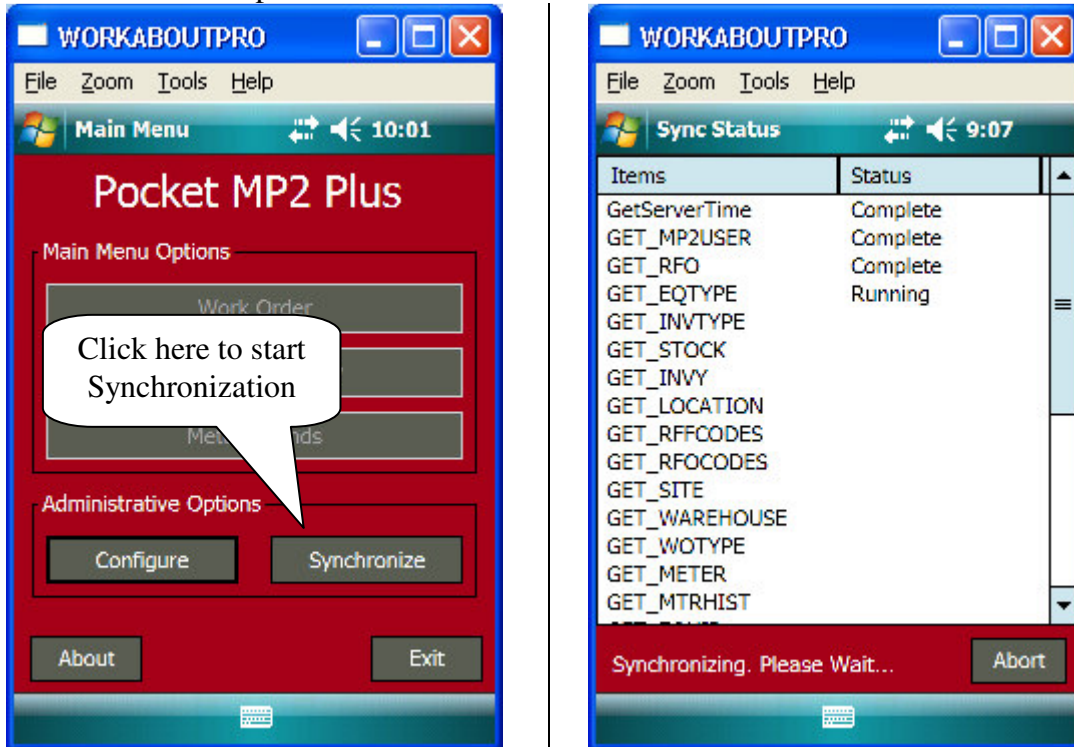After the user performs a successful login, the Main Menu will appear. From the Main Menu click on the Synchronize button. A System Message will appear letting the user know that the synchronization is being performed and, Please Wait. After the synchronization is complete select the Close button.

4.0 Using Pocket mp2 Plus

This section describes the basic use of Pocket mp2 Plus. It assumes that Pocket mp2 Plus has been loaded on the scanner and that the initial administrator setup and synchronization has been performed. If the program is not running, please contact your system administrator or refer to section 3.1.1 for information on how to launch the Pocket mp2 Plus application.

4.1 Standard Navigation

4.1.1 Tabs

Clicking on a Tab will display a new form below the tab. Below are some sample tabs from the application.

4.1.2 Lists

Clicking on a list header will cause the list to be resorted. Below are some sample lists from the application. Clicking again on the column header will cause it to reverse the sort. You can resize the lists by clicking on bars separating the columns and dragging. Double clicking on the separation bar will cause it to automatically resize the column.
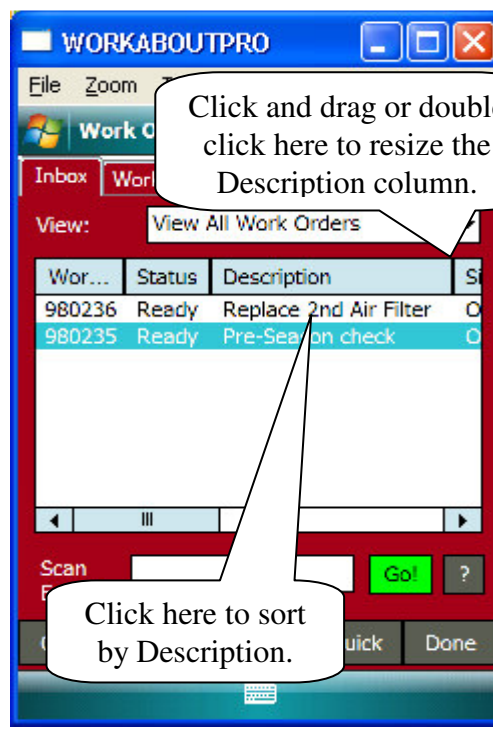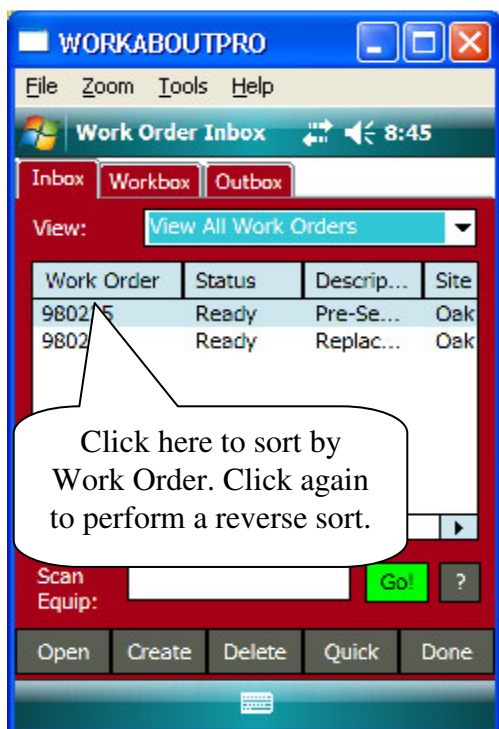
4.2 Splash Screen

When the Pocket mp2 Plus is started, the program splash screen will be displayed. If the hand-held has not yet been authorized, a hardware authorization screen will be displayed. To obtain a hardware authorization code, if not already provided, please email support@bluedotsolutions.com with the authorization information provided on your mobile device.

The splash screen will remain visible until clicked by the user or 3 seconds.

Screen Details:

Version:
   This is the currently running mNOW! version. The Pocket mp2 Plus Version can be found on the About screen.

4.3 Login

This screen is also displayed on application startup, before the main menu is displayed. The User ID and Password will be validated against a local copy of the MP2 user tables. The … button will display a valid list of users.
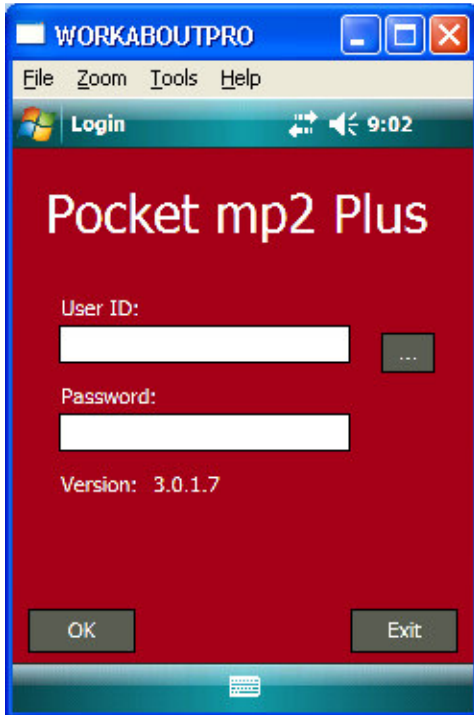
Screen Details:

User ID:
    This is the User ID of the user logging in

Password:
    This is the mp2 password for the user

The first time the program is run there will not be any mp2 user data on the scanner to perform login validation against. An ADMIN password is supported to allow for initial setup and synchronization. The ADMIN user will only have access to the Configure and Synchronize buttons. Also, the ADMIN user will be allowed to enter the Configure portion of the program.

4.3.1 OK Button
If a valid **User ID** and **Password** have been entered, clicking this button will display the program Main Menu (see Section 4.4). If not valid, the following error message will be displayed, and the user will not be allowed to proceed.
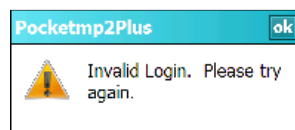
After dismissing this message, the user is allowed to re-enter the **User ID** and **Password**.

4.3.2 Cancel Button
This will exit the user from the application.

4.4 Main Menu

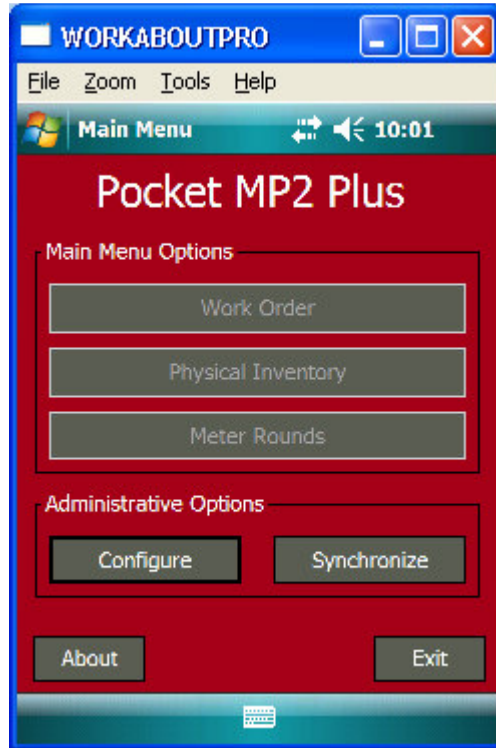This is the application's main menu. The user must login successfully before this screen is displayed. This is the first screen that is displayed on application startup, after the User ID is requested and validated.

Button	Function
Work Order	This will display the Work Order Screen (Section 4.4.2)
Physical Inventory	This will display the Physical Inventory Screen (Section 4.4.1)
Meter Rounds	This will display the Meter Rounds Screen (Section 4.4.2)
Configure	This will display the Configure Screen (Section 3.1.4.1)
Synchronize	This will start the Synchronize process (Section 3.1.6)
About	This will display the About Screen (Section 4.4.4)
Exit	This will exit the user from Pocket mp2 Plus

4.4.1 Physical Inventory

This screen captures Physical Inventory information. The Physical Inventory permits the user to count inventory parts in mp2. The user can either select a Warehouse and Search or the user can enter an Item Number directly.

Note: This is primarily for locating and taking quick counts of items. For Data Collection and Cycle Counting, a more appropriate tool is the **mp2 Barcoding Plus** application. Please contact sales at sales@bluedotsolutions.com for pricing and availability.
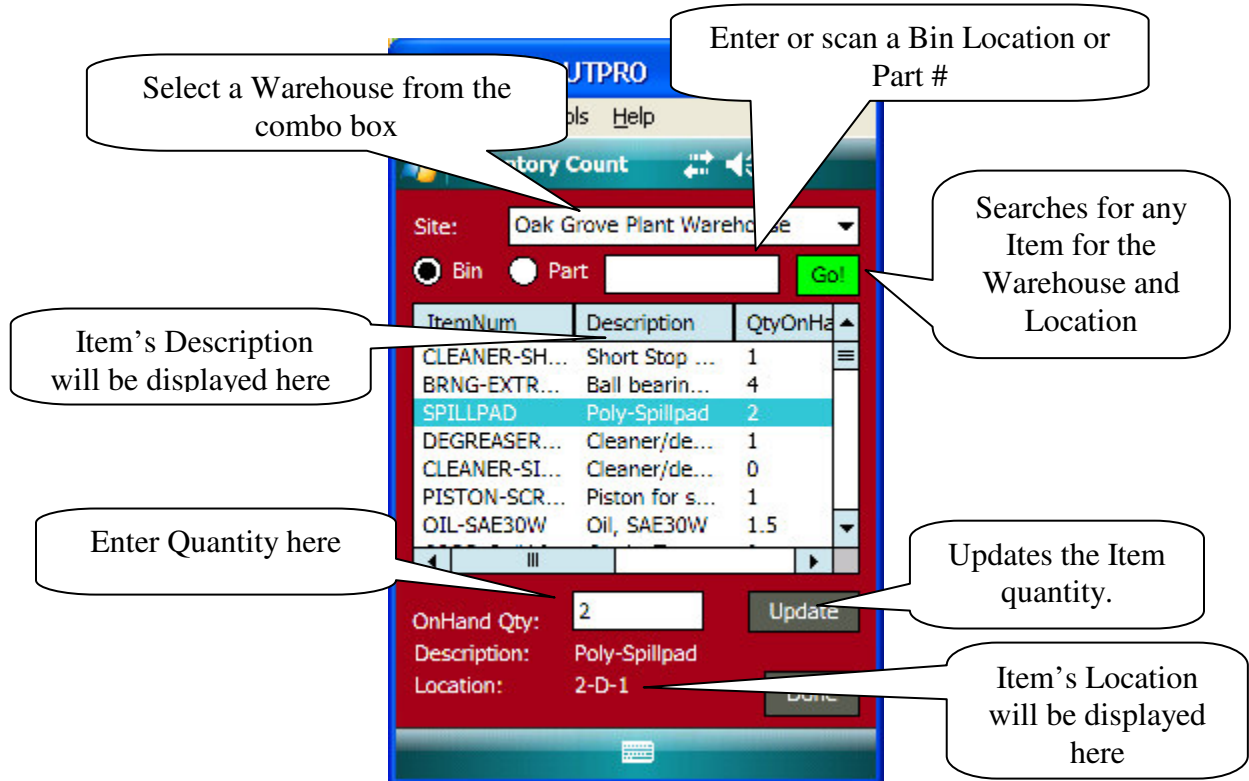
Button	Function
Go!	This will Search for any Items (Parts/Assets) that match the Warehouse and Location (if entered) and display them in the List
Update	This will **Save** any changes made to the current Item's Quantity. Clicking on another Item in the List before clicking **Save** will discard (cancel) any changes made.
Done	This will return the user to the Main Menu (Section 4.4)

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4.4.2 Work Orders

When the user clicks on the Work Order button from the Main Menu, the Work Order Inbox is initially displayed. There are three (3) tabs.

Tab	Description
Inbox	Displays all Work Orders with a Status of Open or Ready
Workbox	Displays all Work Orders with a Status of Hold
Outbox	Displays all Work Orders with a Status of Transfer or Completed
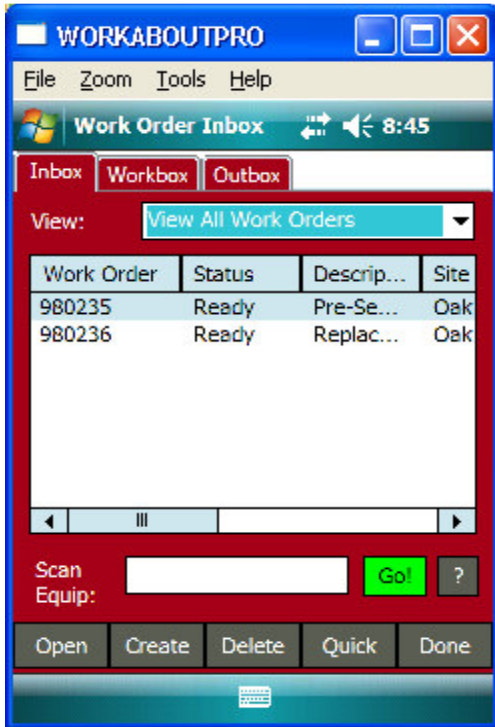
Screen Details:

Inbox/Workbox/Outbox tabs:
  Displays Work Orders in the list based on Status.

Button	Function
Open	Opens the currently selected Work Order (Section 4.4.2.1)
Create	Creates a new Work Order (Section 4.4.2.2)
Delete	Deletes a Work Order (Section 4.4.2.3)
Quick	Quick Completes the currently selected Work Order (Section 4.4.2.4)
Done	Returns the user back to the Main Menu (Section 4.4)

4.4.2.1 Open Work Order

When the user selects a Work Order from the list and clicks the Open button, it displays a tablature screen containing all the appropriate information for that Work Order—.There are six (6) tabs.

Tab	Description	Section
Info	Work Order Information	4.4.2.1.1
Stat	Work Order Status	4.4.2.1.2
Inst	Work Order Instructions	4.4.2.1.3
UDVal	Work Order User Defined Values	4.4.2.1.4
Equip	Work Order Equipment	4.4.2.1.5
Time	Work Order Time	4.4.2.1.6

At the bottom of the Open Work Order screen there's a button bar.

Button	Function
Start	Starts the clock to track Time (Section 4.4.2.6.1 Start Time)
OK	Saves the current Work Order and returns user to the Open Work Order screen
Cancel	Does not save any data and returns the user to the Open Work Order Screen

4.4.2.1.1 Work Order General Information (Info)

This screen displays the general Work Order information, such as Work Order Number, Description, Site, Originator, Phone, Type and Priority.

Screen Details:

WO Num:
    Work Order Number
    Read-Only: true

Desc:
    Work Order Description
    Required: False

Site:
    Work Order Site
    Read-Only: true

Originator:
    Work Order Originator

Phone:
    Work Order Phone Number

Type*:
    Work Order Type
    Required: true

Priority*:
    Work Order Priority
    Required: true

4.4.2.1.2 Work Order Information Continued (Stat)

This screen displays additional Work Order Information such as: Status, Task, Project, Tenant, Assigned To, Scheduled Date, Requested Date, and Requested Time.

Screen Details:

Status:
   Work Order Status

Task:
   Work Order Task

Project:
   Work Order Project

Tenant:
   Work Order Tenant

Assigned To:
   Work Order Assigned To
   This is only enabled if the Work Order Status is Transfer

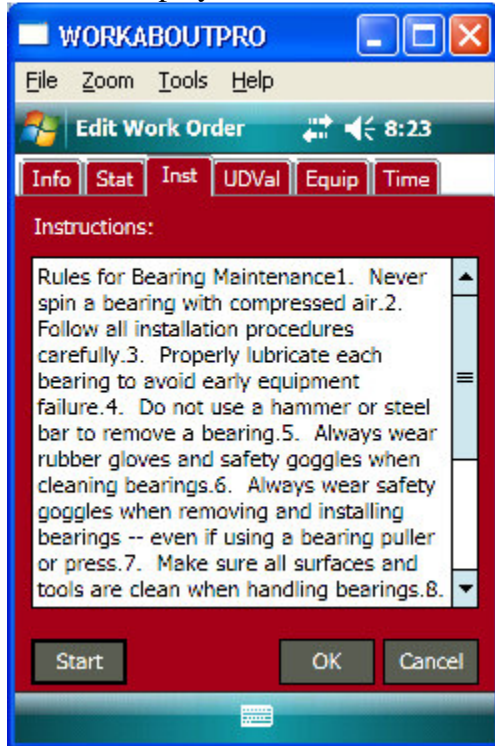Scheduled:
   Work Order Scheduled Date

Requested Date:
   Work Order Requested Date

Requested Time:
Work Order Requested Time

4.4.2.1.3 Work Order Instructions (Inst)
This screen displays the Work Order Instructions.

Screen Details:

Instructions:
     Work Order Instructions

4.4.2.1.4 Work Order User Defined Values (UDVal)
This screen displays the Work Order User Defined Values.- There are ten (10) in mp2, but the 10th User Defined Value in Pocket mp2 Plus is used by the application. -PMP2 uses the UD10 value to determine whether or not a WO was created by mp2 or by the PMP2 application.
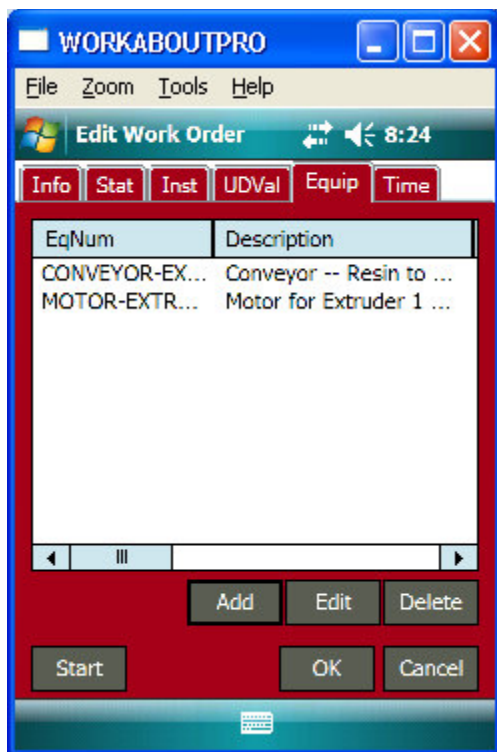
Screen Details:

UD1-UD9:
　　User Defined Values

4.4.2.1.5 Work Order Equipment (Equip)
This screen displays a list of all the Equipment that is assigned to a Work Order. -Below is a list of columns that are displayed:

Column	Description
EqNum	Equipment Number
Description	Equipment Description
Site	Equipment Site
Location	Equipment Location
SubLoc1	Equipment Sub-Location1
SubLoc2	Equipment Sub-Location2
SubLoc3	Equipment Sub-Location3
RFO	Reason For Outage
RFF	Reason For Failure
Solution	Solution
Downtime	Downtime

Screen Details:

Equipment List:
    Displays a list of all the Equipment assigned to the current Work Order

See **4.4.2.5 Equipment** for details on how to Add, Edit and Delete Equipment.

Button	Function
Add	Opens the Add Equipment Screen (Sections 4.4.2.5.1 and 4.4.2.5.2)
Edit	Opens the Edit Equipment Screen (Section 4.4.2.5.5)
Delete	Deletes a selected piece of Equipment (Section 4.4.2.5.6)

4.4.2.1.6 Work Order Time (Time)

This screen displays a list of all the Time that is assigned to each piece of Equipment. Below is a list of columns that are displayed in the list.

Column	Description
EqNum	Equipment Number
EmpCode/VendorId	Either the Employee Code or Vendor ID
Name	Either the full Employee Name or the Vendor Name
RegHrs	Regular Hours
OTHrs	Overtime Hours (only for Employee Time)
WODate	Date the work was performed
Rate	Vendor Rate (only for Vendor Time)
TotalCost	Total Cost (only for Vendor Time)
Location	Location
SubLocation1-3	Sub-Location1, Sub-Location2 and Sub-Location3
Type	Type (Either Employee or Vendor)
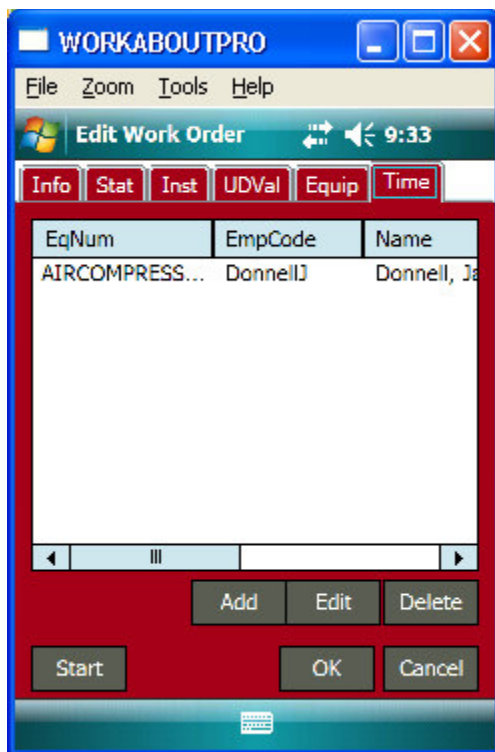
Screen Details:

Time List:
  Displays a list of all the Employee and Vendor Time assigned to a Work Order.

See section **4.4.2.6 Time** for details on how to Add, Edit and Delete Time.

Button	Function
Add	Opens the Add Time Screen (Sections 4.4.2.6.2 and 4.4.2.6.3)
Edit	Opens the Edit Time Screen (Section 4.4.2.6.4 and 4.4.2.6.5)
Delete	Deletes a selected Time entry (Section 4.4.2.6.6)

4.4.2.2 Create Work Order

The Create Work Order screen captures data for a new Work Order. This is a temporary Work Order Number. Once you Synchronize with mp2 Mobile Products Server, an mp2 Work Order number will be generated. (See Section 4.4.2.2.1)

Screen Details:

WO Num:
 Work Order Number. Work Order Number will be generated automatically. Once you Synchronize with mp2 Mobile Products Server, an mp2 Work Order number will be generated. (See Section 4.4.2.2.1)

Desc:
 Work Order Description.
 Required: true

Site*:
 Work Order Site.
 Required: true

Originator:
 Work Order Originator.
 Default: current user
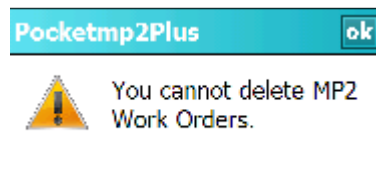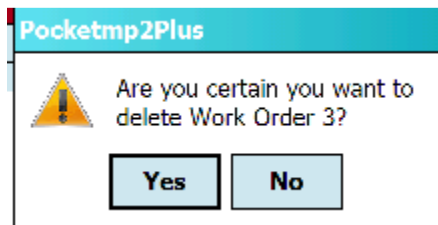
Phone:
 Work Order Phone Number.

Type*:
 Work Order Type.
 Required: true

Priority*:
 Work Order Priority.
 Required: true

4.4.2.3 Delete Work Order

You can only delete Pocket mp2 Plus created Work Orders, you cannot delete an mp2 created Work Order. If you try to delete a Work Order, you'll get one of the 2 screens below.

4.4.2.4 Quick Complete Work Order

The Quick Complete allows the user to enter data without having to open a Work Order, Edit Equipment and also Assign Time. The Work Order can only have one piece of Equipment in order to Quick Complete.

Screen Details:

RFO:
    Equipment Reason for Outage

RFF:
    Equipment Reason for Failure

Solution:
    Equipment Solution

Comments:
    Equipment Comments

Employee*:
    Work Order Time User

Regular Hrs:
    Work Order Time Regular Hours

Overtime Hrs:
    Work Order Time Overtime Hours

WO Date:
    Work Order Time Date

4.4.2.5 Equipment

To Add, Edit and Delete Equipment, first open a Work Order and click on the Equip tab, see **Section 4.4.2.1.5 Work Order Equipment**.
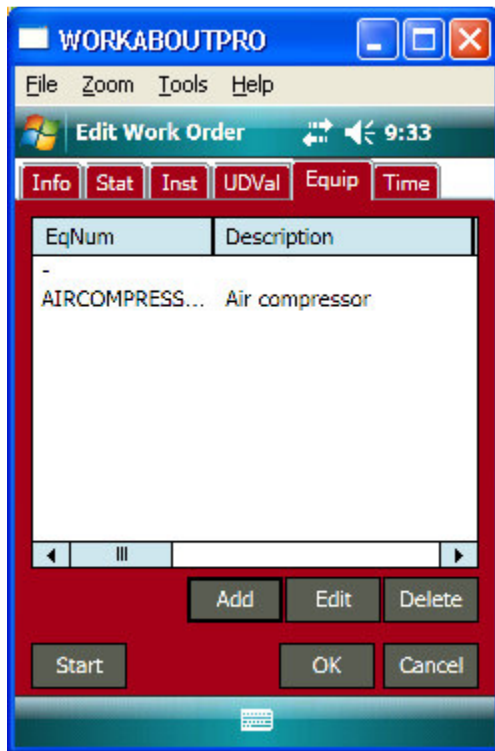
Screen Details:

Equipment List:
    Displays a list of all the Equipment assigned to the current Work Order

Button	*Function*
Add	Opens the Add Equipment Screen (Sections 4.4.2.5.1 and 4.4.2.5.2)
Edit	Opens the Edit Equipment Screen (Section 4.4.2.5.5)
Delete	Deletes a selected piece of Equipment (Section 4.4.2.5.6)

4.4.2.5.1 Add Equipment by Equipment

This screen is displayed when you first click the Add button. By default, the radio buttons at the top will be defaulted to add a piece of Equipment. If you want to add a Location, click on the ○ Location . See Section **4.4.2.5.2 Add Equipment by Location** for details.

Screen Details:

Equipment*:
    Equipment Number
    Required: true

Description:
    Equipment Description

Type:
    Equipment Type

Model:
    Equipment Model

Serial #:
    Equipment Serial Number

Location*:
    Equipment Location
    Required: true

SubLoc1*:
    Equipment Sub Location 1
    Required: true

SubLoc2*:
    Equipment Sub Location 2
    Required: true

SubLoc3*:
    Equipment Sub Location 3
    Required: true

Button	*Function*
? – to the right of the Equipment	This displays the Equipment Search screen (Section 4.4.2.5.3)
? – to the right of the Location	This displays the Location Search screen (Section 4.4.2.5.4)
OK	Saves the new piece of Equipment and adds it to the Equipment List
Cancel	Cancels the Add and returns the user to the Equipment List

4.4.2.5.2 Add Equipment by Location
This screen is only displayed after you click on the ○ Location after clicking the Add button from the Equipment List screen. This screen is for capturing Location based Work Orders, i.e. Work Orders that do not have physical Equipment.

Screen Details:

Equipment:
   This is defaulted to "-" and cannot be changed

Description:
   NA

Type:
   NA

Model:
   NA

Serial #:
   NA

Location*:
   Equipment Location
   Read-Only: true

SubLoc1*:
   Equipment Sub Location 1
   Read-Only: true

SubLoc2*:
   Equipment Sub Location 2
   Read-Only: true

SubLoc3*:
   Equipment Sub Location 3
   Read-Only: true

Button	*Function*
? – to the right of the Equipment	NA – Not used for Location based Equipment
? – to the right of the Location	This displays the Location Search screen (Section 4.4.2.5.4)
OK	Saves the new piece of Equipment and adds it to the Equipment List
Cancel	Cancels the Add and returns the user to the Equipment List

4.4.2.5.3 Search for Equipment

This screen is displayed when you click on the ? button to the right of the Equipment text box when adding Equipment (see Section 4.4.2.5.1). -Below is a list of columns that are displayed in the list when a Search is performed.

Column	Description
EqNum	Equipment Number
Description	Equipment Description
Type	Equipment Type
Serial#	Equipment Serial Number
Model#	Equipment Model Number
Manufacturer	Equipment Manufacturer
Site	Equipment Site
Location	Equipment Location
SubLoc1-3	Equipment Sub-Location1, Sub-Location2 and Sub-Location3
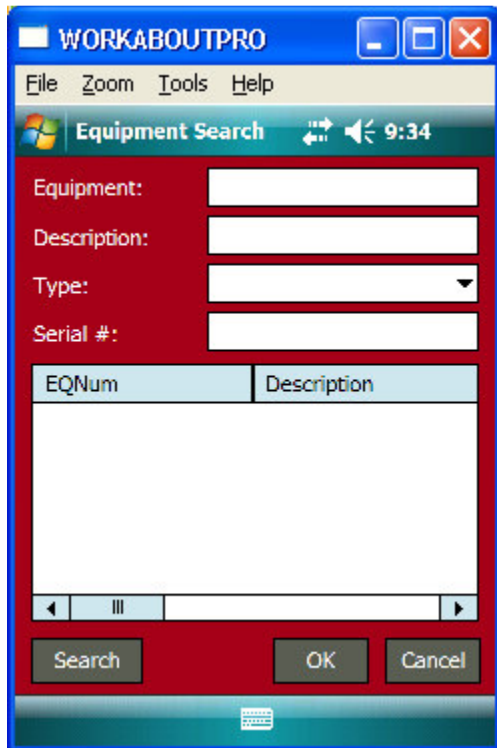
Screen Details:

Equipment:
  Equipment Number

Description:
  Equipment Description

Type:
  Equipment Type

Serial #:
  Equipment Serial Number

Search Results List:
  After the user clicks the Search button, the list is populated with any Equipment that matches the search criteria

| Button	Function
Search	This starts the Search
OK	After the user selects a piece of Equipment from the list and clicks OK, the Equipment will be populated in the Add Equipment screen.
Cancel	Cancels the Search and returns the user to the Add Equipment screen.

4.4.2.5.4 Search for Location
This screen is displayed when the user clicks the ? to the right of the Location text box on
either the Add Equipment by Equipment or the Add Equipment by Location screens.

Button	*Function*
Search	This starts the Search
OK	After the user selects a piece of Equipment from the list and clicks OK, the Equipment will be populated in the Add Equipment screen.
Cancel	Cancels the Search and returns the user to the Add Equipment screen.

4.4.2.5.5 Edit Equipment

When the user selects a piece of Equipment from the list and clicks the Edit button, it displays a tablature screen containing all the appropriate information for that piece of Equipment. There are six (6) tabs.
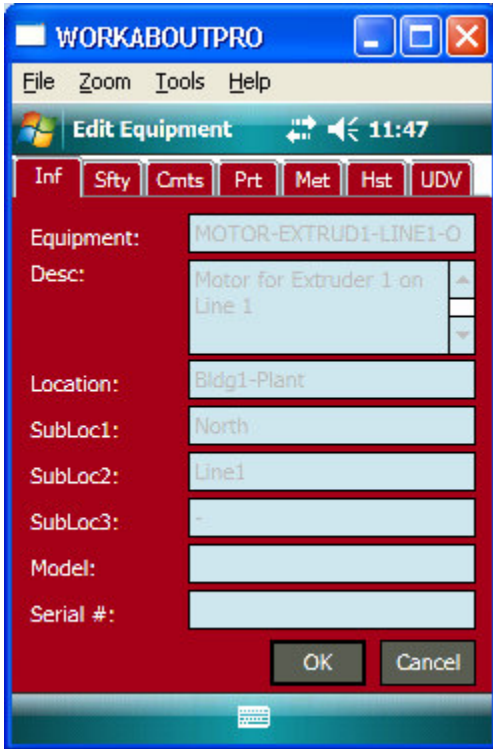
Tab	Description	Section
Inf	Equipment Information	4.4.2.5.5.1
Sty	Equipment Safety, Outage and Solution Information	4.4.2.5.5.2
Prt	Equipment Parts	4.4.2.5.5.3
Met	Equipment Meters	4.4.2.5.5.4
Hst	Equipment Work Order History	4.4.2.5.5.5
UDV	Equipment User Defined Values	4.4.2.5.5.6

At the bottom of the Edit Equipment screen there's a button bar similar to the button bar at the bottom of the Open Work Order screen.

Button	Function
Cancel	Does not save and returns user to the Equipment tab.
OK	Saves the current Equipment and returns the user to the Equipment List

4.4.2.5.5.1 Equipment Information (Inf)
This screen displays the general Equipment Information.

Screen Details:

Equipment:
    Equipment Number

Desc:
    Equipment Description

Location:
    Equipment Location

SubLoc1:
    Equipment Sub-Location1

SubLoc2:
    Equipment Sub-Location2
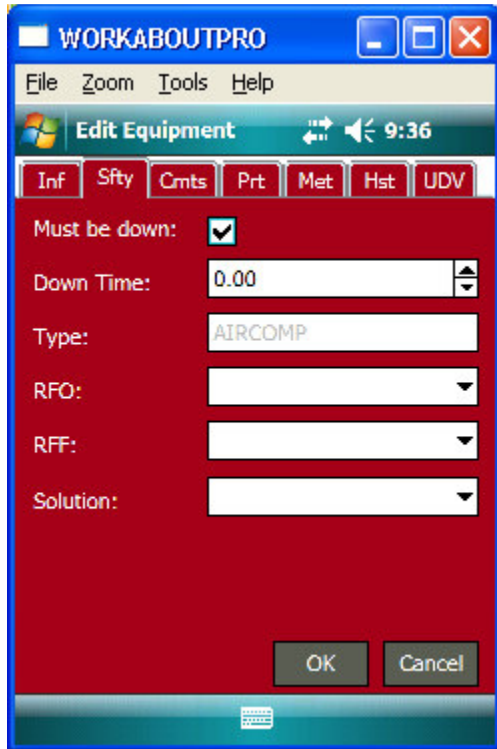
SubLoc3:
    Equipment Sub-Location3

Model:
    Equipment Model

Serial #:
    Equipment Serial Number

4.4.2.5.5.2 Equipment Safety, Outage and Solution (Sfty)
This screen displays the Safety, Outage and Solution information.

Note: This information will be available only if it was previously entered into mp2 prior to synchronization.

Screen Details:

Must be Down:
    This is checked if the Equipment must be down prior to being worked on.

Down Time:
    How long has the Equipment been down

Type:
    Equipment Type
    Read-Only: true

RFO:
   Reason for Outage

RFF:
    Reason for Failure

Solution:
    Solution

4.4.2.5.5.3 Equipment Parts (Prt)

This screen displays a list of Parts that have been assigned to a piece of Equipment. Below is a list of columns that are displayed in the list.

| Column	Description
ItemNum	Part Item Number
Description	Part Description
Qty Reqd	Part Quantity Required
Qty Used	Part Quantity Used
Warehouse	Part Warehouse – Only for Oracle or SQLServer version
Location	Part Location
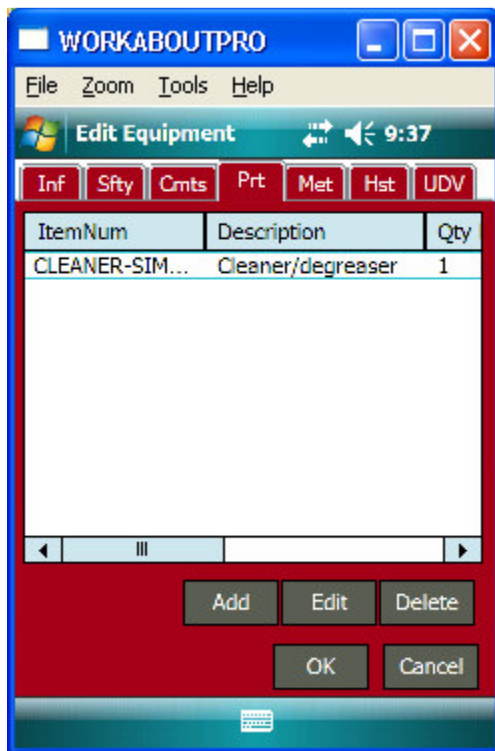
Screen Details:

Parts List:
    List of parts that are assigned to the piece of Equipment

Button	Function
Add	Opens the Add Part Screen (Section 4.4.2.7.1)*
Edit	Opens the Edit Part Screen (Section 4.4.2.7.2)
Delete	Deletes a selected Part (Section 4.4.2.7.3)

4.4.2.5.5.4 Equipment Meters (Met)
This screen displays a list of Meters that have been assigned to a piece of Equipment. Below is a list of columns that are displayed in the list.

| Column	Description
MeterNum	Meter Number
Reading	Meter Reading
PrevReading	Previous Meter Reading
PrevDate	Previous Meter Reading Date
Description	Meter Description
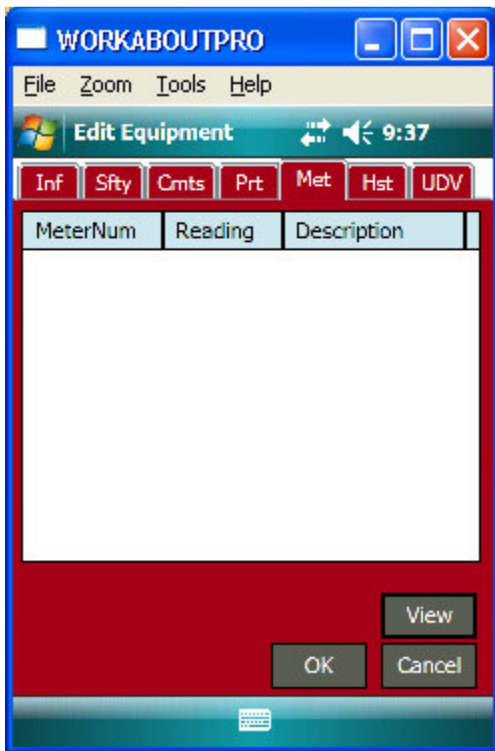
Screen Details:

Meter List:
    Displays a list of all the Meters that are current assigned to this piece of Equipment.

Button	Function
View	View Meter
OK	Save data and returns user to Equipment screen.
Cancel	Does not save data and returns user to equipment screen.

4.4.2.5.5.5 Equipment History (Hst)
This screen displays a list of Work Orders that were previously assigned to this same piece of Equipment. Only the last ten (10) Work Orders will be displayed. Below is a list of columns that are displayed in the list.

Column	Description
Date	Date the last Work Order for this Equipment
WO #	Work Order Number
Description	Work Order Description
Who	Who was assigned to the Work Order
RFO	Reason for Outage
RFF	Reason for Failure
Solution	Solution
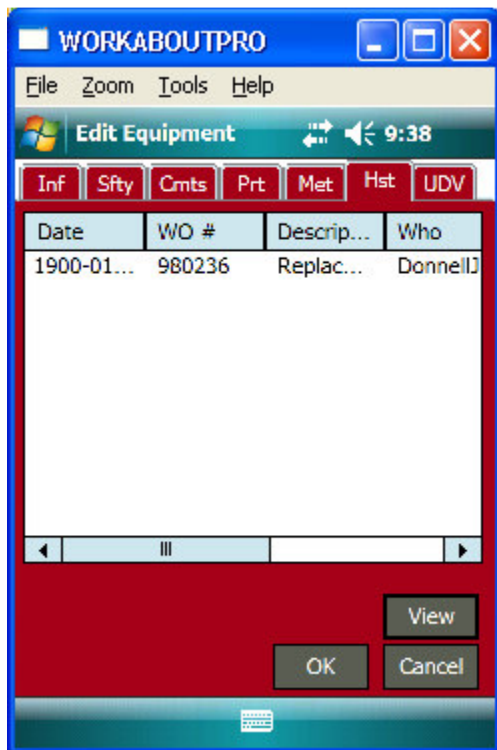
Button	Function
View	Opens the View Equipment History screen (Section 4.4.2.5.5.5.1)

4.4.2.5.5.5.1 View Equipment History

This screen is displayed when the user clicks the View button from the Equipment History screen (Section 4.4.2.5.5.5)

Screen Details:

Date:
    Work Order Date

Work Order:
    Work Order Number

Description:
    Work Order Description

Who:
   Work Order Assigned

RFO:
    Reason for Outage

RFF:
    Reason for Failure

Solution:
    Solution

Button	Function
Close	Closes the screen and returns the user to the Equipment History List

4.4.2.5.5.6 Equipment User Defined Values (UDV)
This screen displays the User Defined Values 1-9 for the Equipment. There's a User
Defined Value 10, but this is used internally by the Pocket mp2 Plus application. See
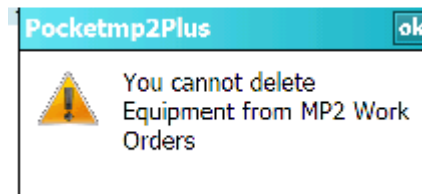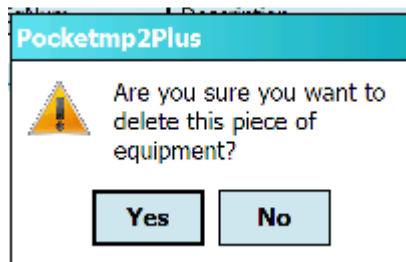4.4.2.1.4 Work Order User Defined Values.
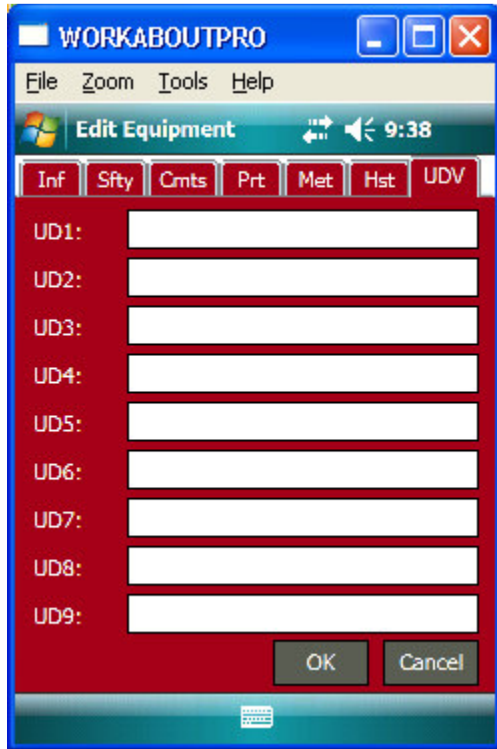
Screen Details:

UD1-9:
    User Defined Value

4.4.2.5.6 Delete Equipment
You can only delete Equipment that was assigned in Pocket mp2 Plus. You cannot delete
mp2 assigned Equipment. If you try to delete Equipment, you'll get one of these 2
dialogs.

4.4.2.6 Time

In Pocket mp2 Plus, Time is associated to a piece of Equipment. There are two (2) types of Time: Employee and Vendor.

4.4.2.6.1 Start Time – Work Order

There's a **Start** button at the bottom of the Work Order screen. When the user clicks this button, the application keeps track of the current time that the button was pressed and the button changes to **Stop**. If a piece of Equipment is not selected in the Equipment List, the user will be automatically directed to the Equipment List screen and prompted to select a piece of Equipment. After the user presses the **Stop** button, the Add Employee Time screen will appear with the **Regular Hrs** pre-populated with the elapsed time. After the user presses **OK** from the Add Employee Time screen, the **Stop** will change back to **Start**.

| **Before** | **After** |

4.4.2.6.2 Add Work Order Employee Time

This screen is displayed when the user clicks the **Add** button from the Work Order Time List screen (Section 4.4.2.1.6). Initially the Add Time is defaulted to add Employee time . To add Vendor time, click on the ○ Vendor radio button and see Section 4.4.2.6.3.

<u>Screen Details:</u>

Employee/Vendor radio buttons:
    Type of Time to be added.
    Default: Employee

Equipment*:
    Populated with the Work Order Equipment
    List

Employee*:
    List of Employees.
    Default: Current User

Craft:
    Populated with the Employee's Craft

Branch:
    NA – This is used for Vendors

Regular Hrs:
    Regular Hours

Overtime Hrs:
    Overtime Hours

Total Cost:
    NA – This is used for Vendors

WO Date:
    Date the Work was performed

Button	Function
OK	Saves the Time and returns the user to the Work Order Time List
Cancel	Returns the user to the Work Order Time List

4.4.2.6.3 Edit Work Order Employee Time

This screen is displayed when you select an Employee Time entry from the Work Order Time List (Section 4.4.2.1.6). The only values you can change are the Regular Hours and the Overtime Hours. Start/Stop does not pertain to the Edit Work Order Employee Time. The Start/Stop only pertains to the Add Work Order Employee Time.

Screen Details:

Employee/Vendor radio buttons:
    Default: Employee
    Read-Only: true

Equipment*:
    Equipment Number
    Read-Only: true

Employee*:
    Employee Name
    Read-Only: true

Craft:
    Employee Craft
    Read-Only: true

Branch:
    NA – This is used for Vendors

Regular Hrs:
   Regular Hours

Overtime Hrs:
    Overtime Hours

Total Cost:
    NA – This is used for Vendors

WO Date:
    Date the Work was performed
    Read-Only: true

Button	*Function*
OK	Saves the changes and returns the user to the Work Order Time List
Cancel	Cancels any changes and returns the user to the Work Order Time List

4.4.2.6.4 Delete Work Order Time

You can only delete Time that was assigned in Pocket mp2 Plus. You cannot delete Time that was assigned in mp2. When you try to delete Time, you'll get one of the following message boxes.
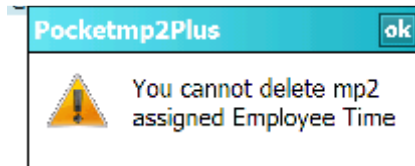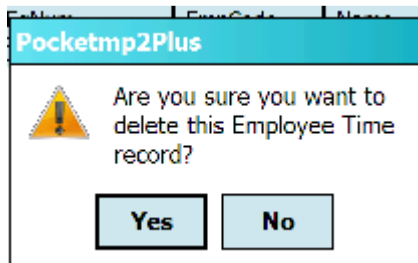
4.4.2.7 Parts
In Pocket mp2 Plus, Parts are assigned to a piece of Equipment. You can Add, Edit or Delete Parts.

4.4.2.7.1 Add Part
This screen is displayed when you click the Add button. If you search for a Part using the ? button, all the values will be defaulted to the Part's values that were selected from the search results.

Screen Details:

Item Num*:
    Item Number
    Note: You can search for an Item Number by pressing the ? to the right of the text box.

Description:
    Item Description

Type*:
    Item Type

Date Used:
    Date Used

Qty Used:
    Quantity Used

Qty Reqd:
   Quantity Required

Warehouse*:
    Warehouse

Item Loc*:
    Item Location

Button	Function
?	Displays the Search for Part screen (Section 4.4.2.7.1.1)
OK	Saves the changes and returns the user to the Equipment Parts List
Cancel	Cancels any changes and returns the user to the Equipment Parts List

4.4.2.7.1.1 Search for Part

This screen is displayed when you press the ? button to the right of the Item Number text box on the Add Part screen. Below is a list of columns that are displayed in the list when a Search is performed.

Column	Description
Item	Part Item Number
Description	Part Description
Type	Part Type
Warehouse	Warehouse
Location	Location in Warehouse
QtyOnHand	Quantity on Hand
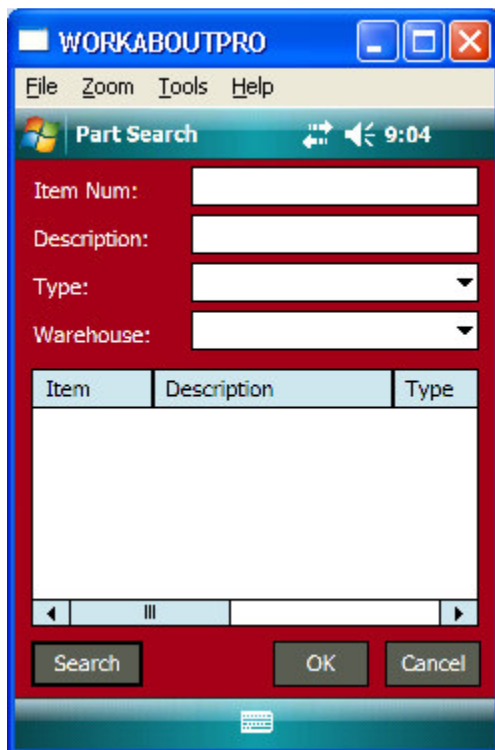
Screen Details:

Item Num:
   Item Number

Description:
   Item Description

Type:
   Item Type

Warehouse:
   Warehouse

Search Results List:
   Contains the results for the search

Button	Function
Search	This starts the Search and changes to "Abort". Clicking Abort will stop the Search if there are large amounts of data.
OK	After the user selects a piece of Equipment from the list and clicks OK, the Equipment will be populated in the Add Equipment screen.
Cancel	Cancels the Search and returns the user to the Add Equipment screen.

4.4.2.7.2 Edit Part
This screen is displayed when the user selects a Part from the Equipment Part List and clicks on the Edit button.

Note: The user can only edit Qty Used and Qty Required if this was a Part added using Pocket mp2 Plus. If the Part was added in mp2 and downloaded to the device, all fields are read-only and the Item Location will not be populated.

This is a part that was added to the
device from Pocket mp2 Plus.
All the fields are read-only except for
Qty Used and Qty Reqd.

This is a part downloaded to the
device from mp2.
All the fields are read-only and the
OK button is disabled.

Button	Function
OK	Saves any changes to the Part and returns the user to the Parts List
Cancel	Cancels any changes and returns the user to the Parts List

4.4.2.7.3 Delete Part

You can only delete Parts that have been assigned to a piece of Equipment from within Pocket mp2 Plus. If you try to delete a part that was assigned in mp2 you'll get an error.
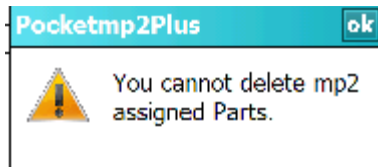
4.4.3 About

Screen Details:

Version:
Version of Pocket mp2 Plus

Device ID
Device Authorization Key

Database:
SQLSERVER

User ID
Current User logged in.

5.0 Revision History

Date	Version	Description
01/06/2004	1.0	Initial Version
02/13/2004	1.1	Updated with new version changes
02/17/2004	1.2	Final
05/24/2006	2.0	Final
6/15/2008	2.1	Revision