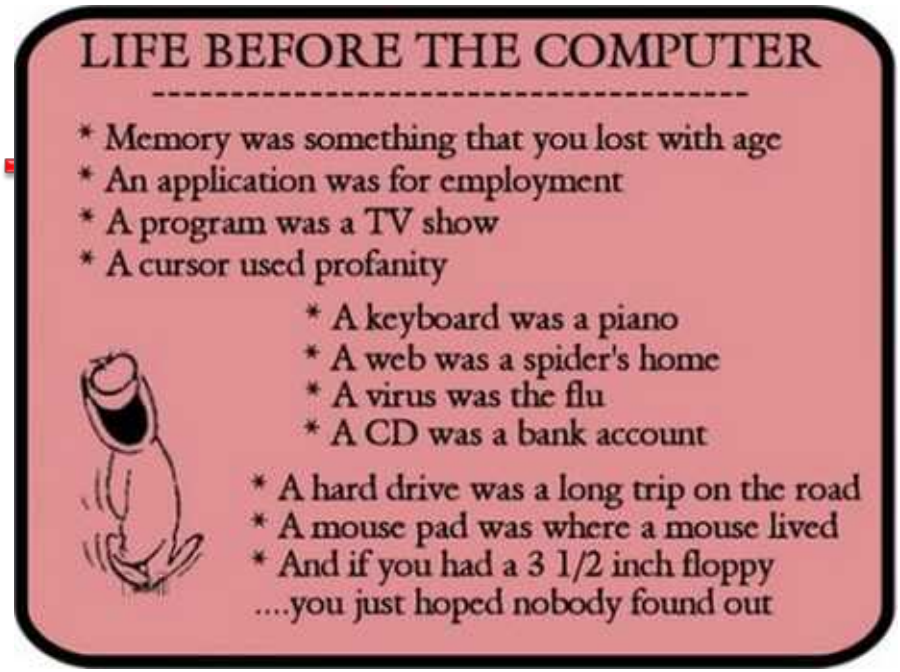
Please Sign In..



Docushare Directory of Training Slides and Referenced Materials:

SRF Institute >> 01 – SRF Projects >> 06 – For Reference, Additional Template and Processes

Training Slides:

00 Pansophy Training: Beginning Authorship (Feb 2015)

Pansophy Training

Overview
Data In
Data Out
Traveler Authorship

February 2015
Valerie Bookwalter

Pansophy Timeline

In the beginning…

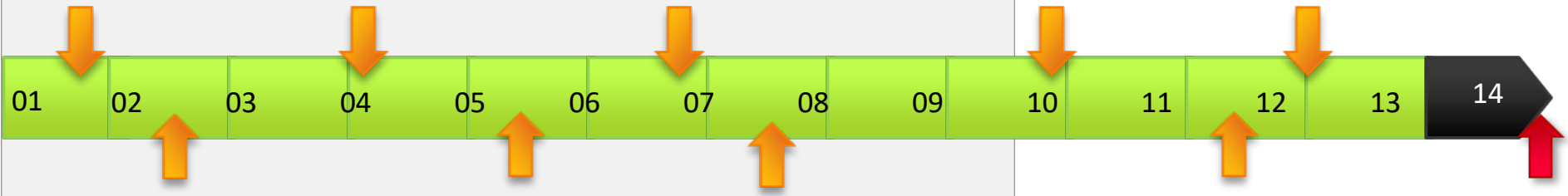
Beginnings
- IIS web server
- Windows CF server
- Ingres Database

Transition
- Oracle
- Matlab Plot

Additions
- Sample tracking System (SamTraxs)
- QA (NCRs/D3s)
- RAM & SN tracking
- Linux ColdFusion server

Generation 2
- Pansophy Released
- Projects converted
- VM servers
- Continue CF and Oracle upgrades

Data Mining Project
- Grids: sortable, filterable, exportable queries
- Data binding – speed
- Project, Manager & Team level reports
- QMS tracking Reports



Growth
- Travelers
- Logbooks
- Calibration
- Niobium tracking

Growth
- CLOBs
- Reports / Queries
- Environment Data / LabView
- Export (Excel/PDF)
- Drilldown Genealogy Reports
- CFC's / UDQ CF upgrades

Database Restructured
Complete rework of database schemas to account for growth, simplification of queries, and speed in access

Growth
- Weekly emailed reports
- New Pansophy tags
- Name & SN standardization
- PRIMes / Inventory

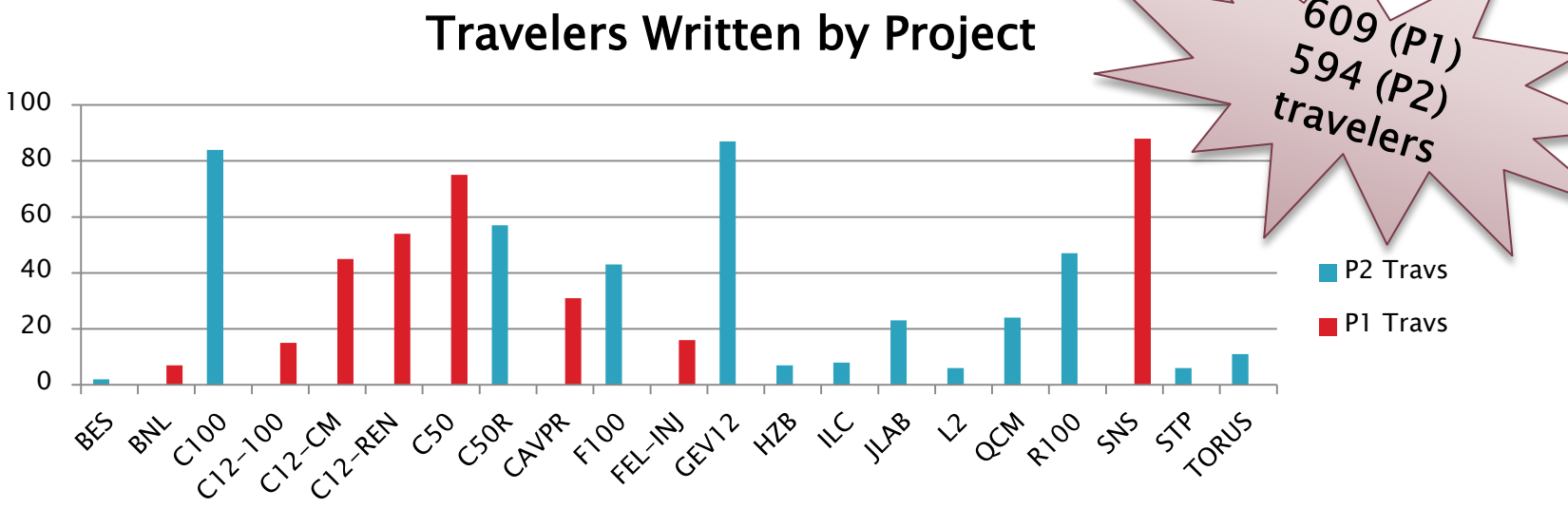
Future:
To the next project and beyond …

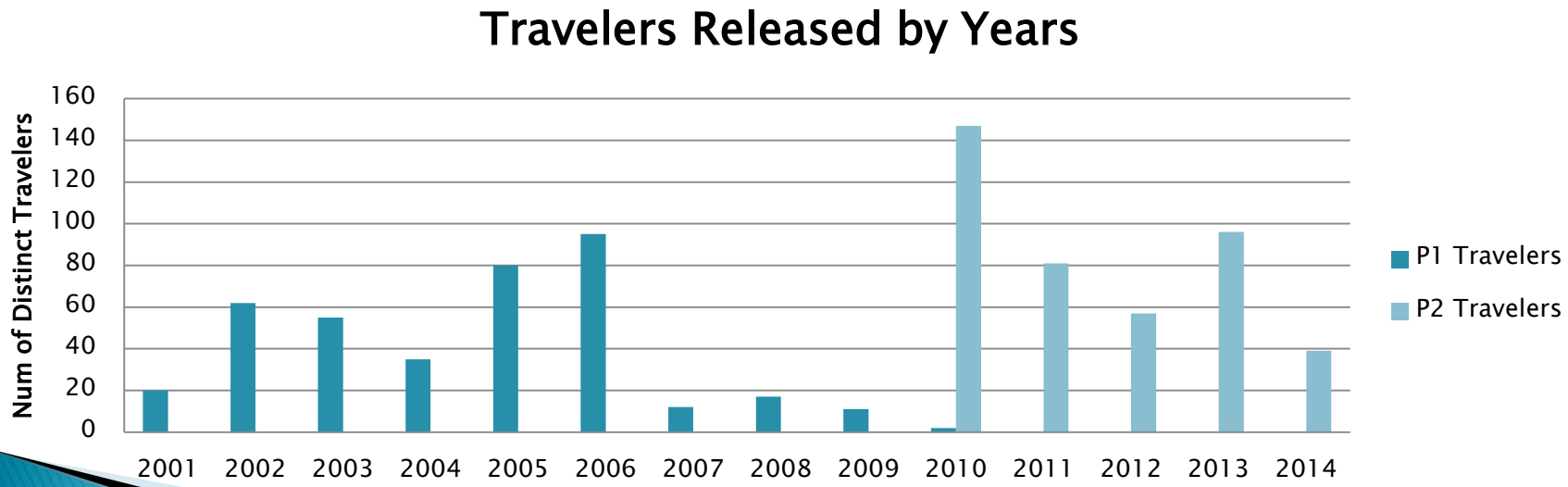
P1 Era – First generation style travelers

P2 The New Era – Second generation style travelers

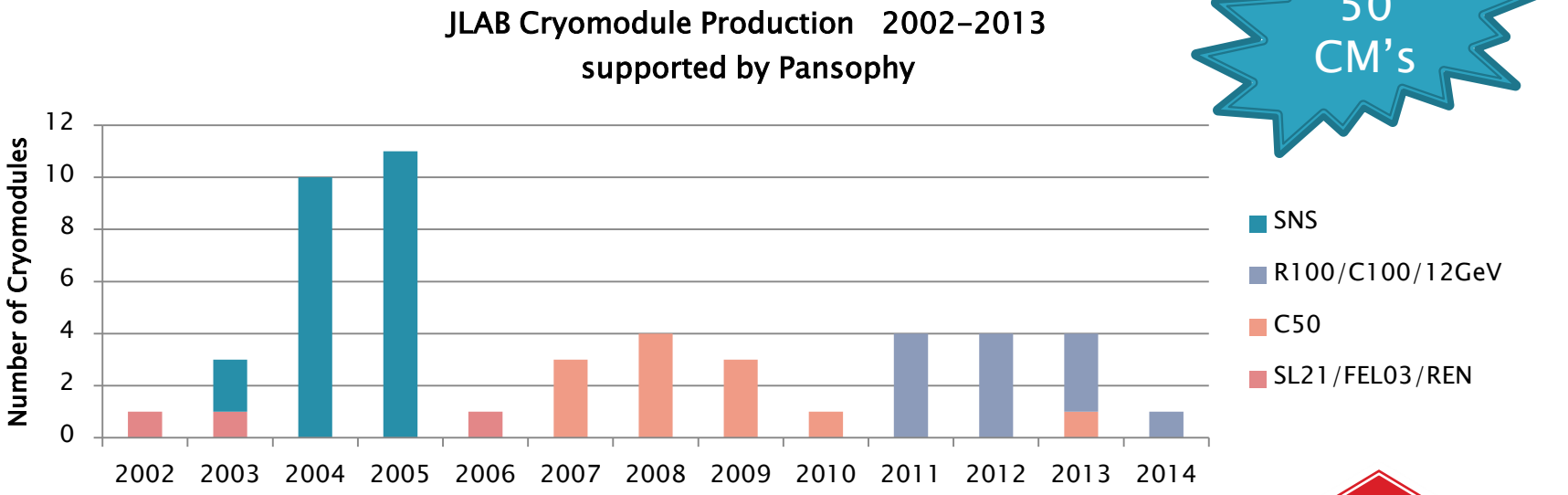
Traveler Statistics

609 (P1)
594 (P2)
travelers

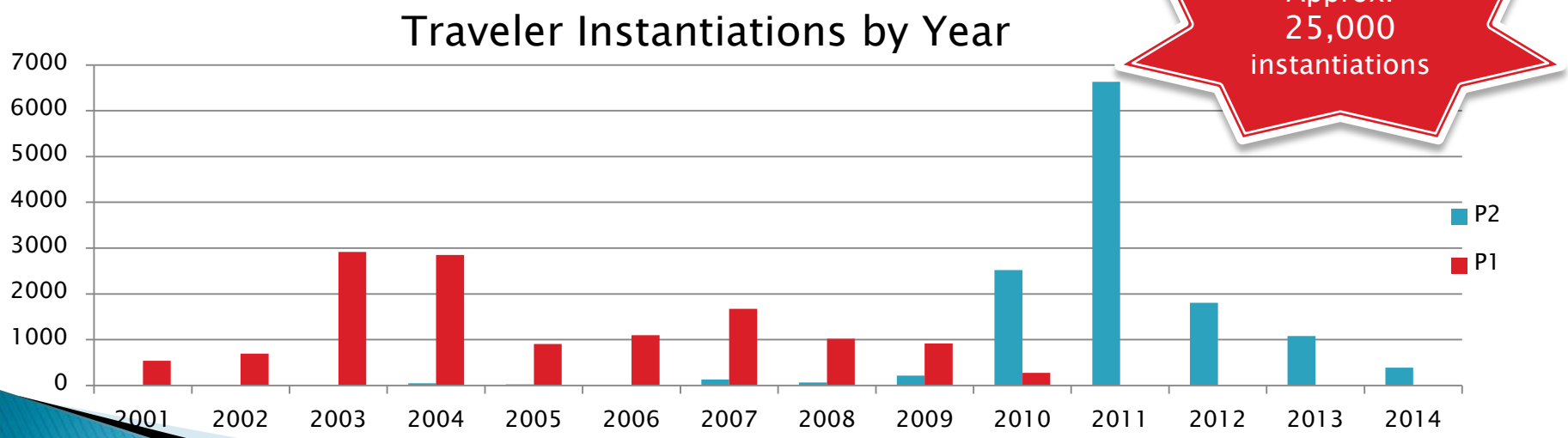




Traveler Instantiations Statistics



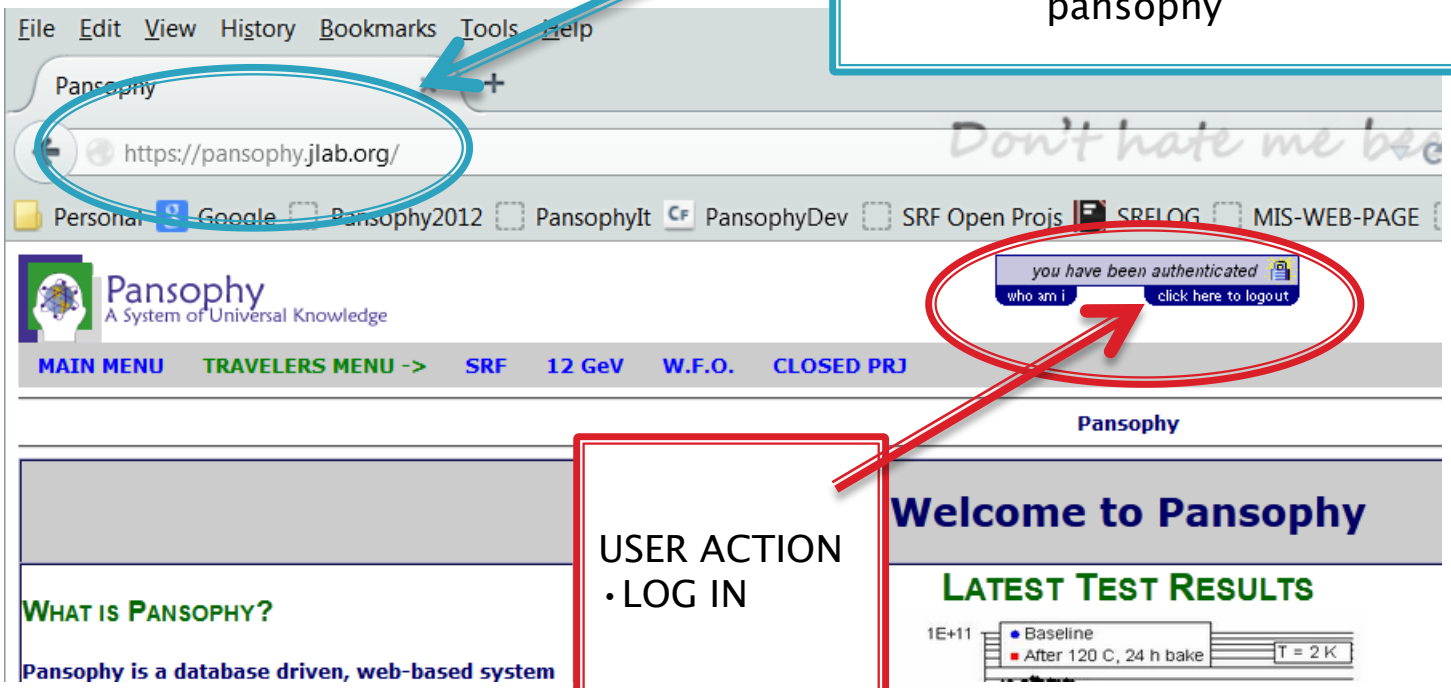
50 CM's



Approx. 25,000 instantiations

Where to Start?

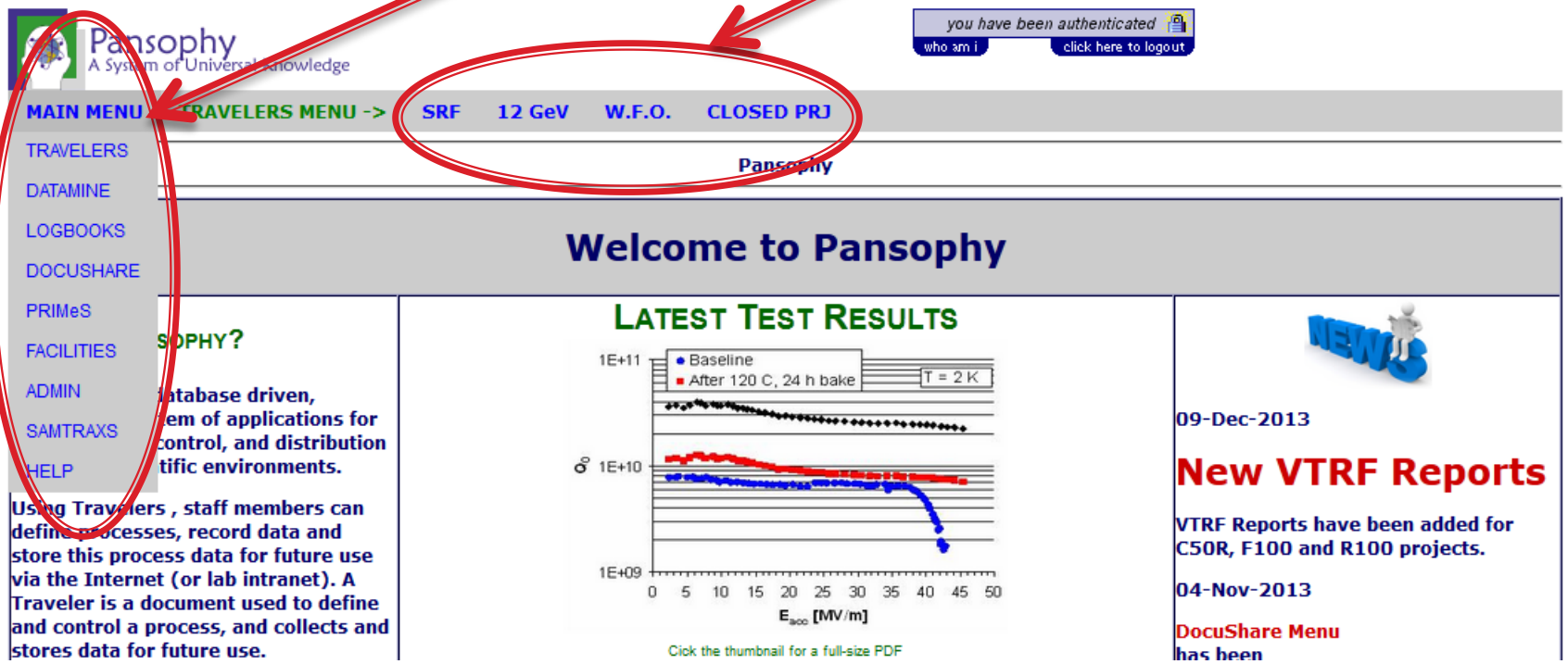
USER ACTION
- Open the Firefox browser.
- In the URL type
  pansophy



USER ACTION
- LOG IN

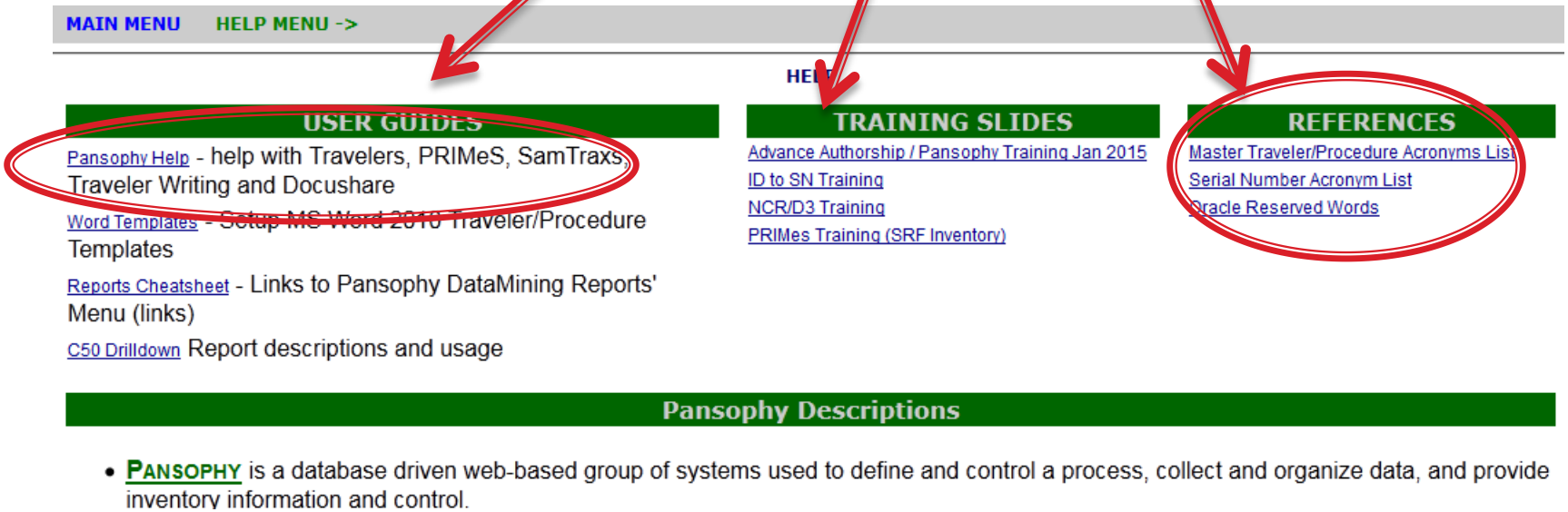
MAIN MENU

USER ACTION:
Selecting from the main menu will change the sub-menus

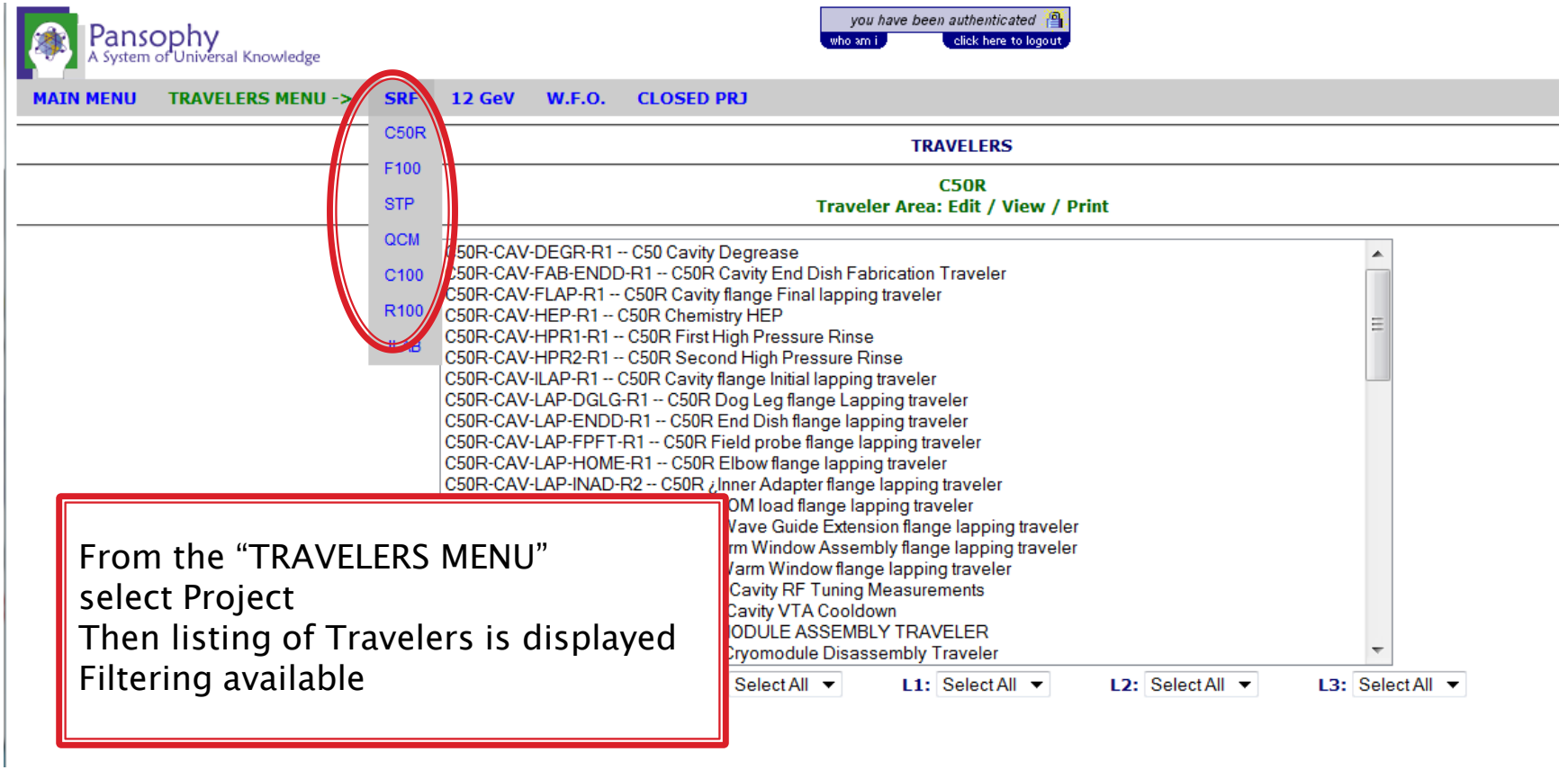


HELP MENU

Links to:
User Guides / Help System
Training Slides
**Reference Materials

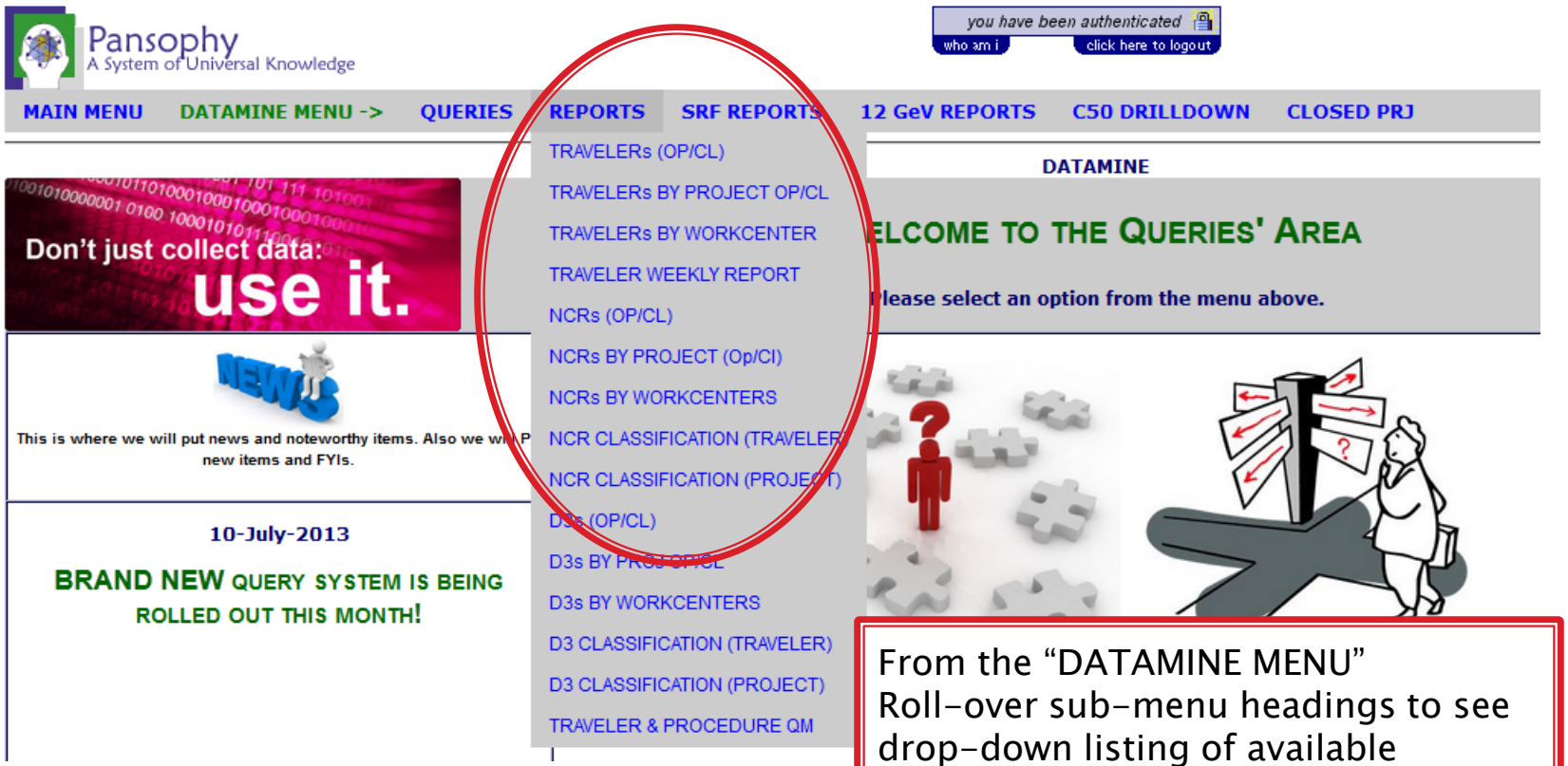


TRAVELERS MENU



From the “TRAVELERS MENU”
select Project
Then listing of Travelers is displayed
Filtering available

DATAMINE MENU



From the "DATAMINE MENU"
Roll-over sub-menu headings to see drop-down listing of available Reports/Queries

Data In

Travelers

Data must be "put into" the system in order for data to be "retrieved from" the system

Data In (Traveler Usage)

- Instantiating Traveler: starting a new copy
- Entering Data: submitting to database
- Securing Data: Closing a traveler
- Uploading File(s)
- Hold Points

Traveler Example – Page 0 (C50R)

TRAVELERS

Traveler Area: Edit / View

Search For: C50R- (i.e. CAV-INSP)

C50R

C50R-CAV-DEGR-R1 -- C50 Cavity Degrease
C50R-CAV-FAB-ENDD-R1 -- C50R Cavity End Dish Fabrication Traveler
C50R-CAV-FLAP-R1 -- C50R Cavity flange Final lapping traveler

Select Traveler | Page 0 | NEXT | LAST | NEW

SerialNum: 0 Traveler ID: C50R-CM-ASSY Rev: R1 Page:0 Traveler Seq Number: 0

Traveler Title	C50R CRYOMODULE ASSEMBLY TRAVELER			
Traveler Abstract	This traveler contains the necessary information to successfully assemble the C50R Cryomodule.			
Traveler ID	C50R-CM-ASSY			
Traveler Revision	R1			
Traveler Author	John Fischer			
Traveler Date	5-7-2013			
NCR Emails	josephm, reilly, fischer, worland			
Approval Names	John Fischer	Ken Worland	Tony Reilly	Frank Humphry
Approval Signatures				
Approval Dates	22-May-2013	22-may-2013	22-May-2013	22-May-2013
Approval Title	Author	Reviewer	Project Manager	Facility Rep.
References	List and Hyperlink all documents related to this traveler. This includes, but is not limited to: safety (THAs, SOPs, etc), drawings, procedures, and facility related documents.			
11100-0016 CM Top Assy	11126-0001 CU Top Assy	11131-0081 REC Top Assy	11131-0081 SEC Top Assy	11171-0001 Bridging Area sh2
11108S3704-Alignment Procedure	11141S0029-Rev A Small Leak Check	11141S0033-Rev A Large Leak Check	11171-0001 Bridging Area sh1	11171-0001 Bridging Area sh3
11171-0001 Bridging Area sh4	CP-C100-CM-CAL-JTAT-JT Set Procedure	CryomoduleEndCanPressureTesting OSP	CryomodulePressureTe	lation
Revision Note				
R1	Initial release of this Traveler.			

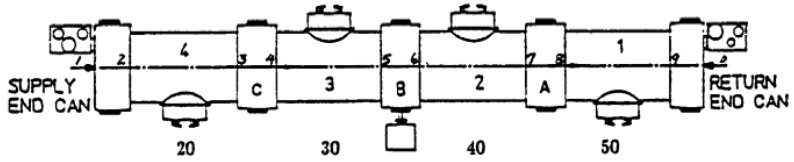
Select Traveler | Page 0 | NEXT | LAST

- Header Page for Traveler
- Contains links to "referenced" materials

Traveler Example – Page 1 (C50R)

Select Traveler | Page 1 | FIRST | PREV | NEXT | LAST | NEW

SerialNum: 0 | Traveler ID: C50R-CM-ASSY | Rev: R1 | Page:1 | Traveler Seq Number: 0

Step No.	Instructions	Data Input
1	Verify all Cryounit travelers are complete.	Technician1 -0- Date1 NOW (ex format 18-Jun-2005 16:30) Comment1
2	Record the serial numbers for Cavities and Cryounits in their respective positions.  **NOTE: Cryounits 20 & 50 should have Liquid Level Probe installed.**	Cavity1 -0- Cavity2 -0- Cavity3 -0- Cavity4 -0- Cavity5 -0- Cavity6 -0- Cavity7 -0- Cavity8 -0- Cryounit20 -0- Cryounit30 -0- Cryounit40 -0- Cryounit50 -0- Technician2 -0- Date2 NOW (ex format 18-Jun-2005 16:30) Comment2
3	Record serial numbers for End Cans	RECSN -0- SECSN -0- Technician3 -0- Date3 (ex format 18-Jun-2005 16:30 Comment3

Seek help when needed (pansophy@jlab.org)

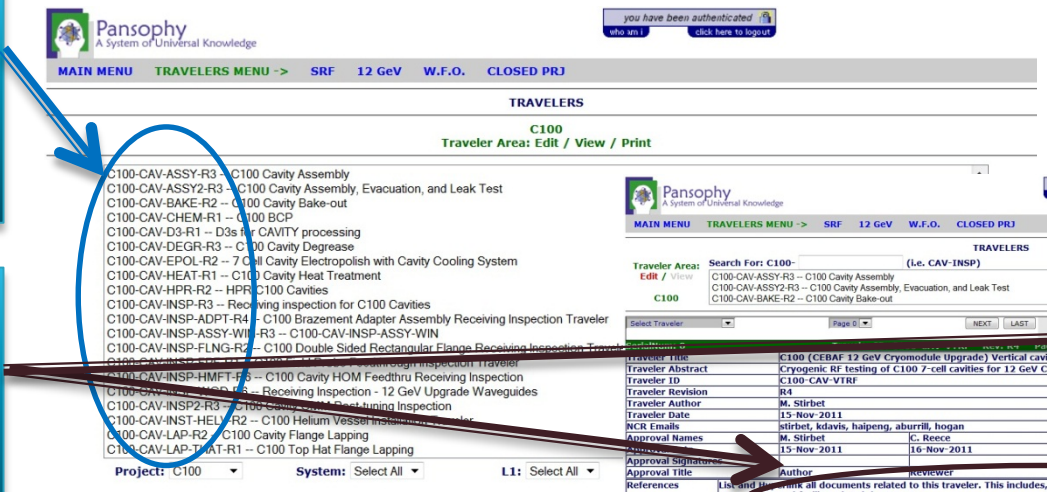
Instantiating Traveler

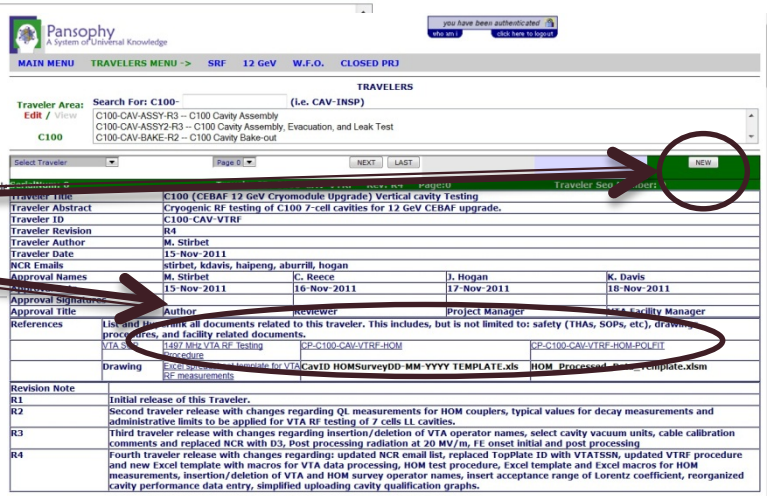
1. Select Traveler From list

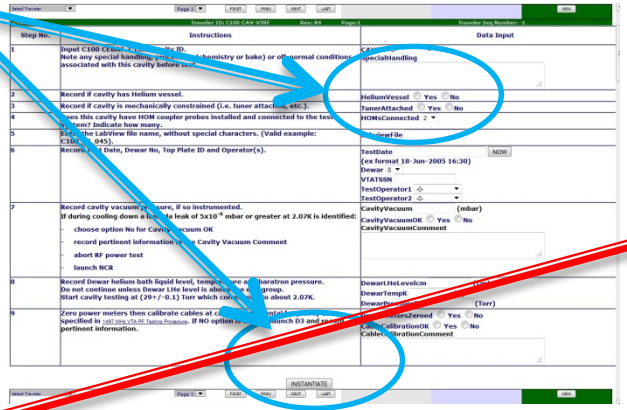
2. Info page select NEW

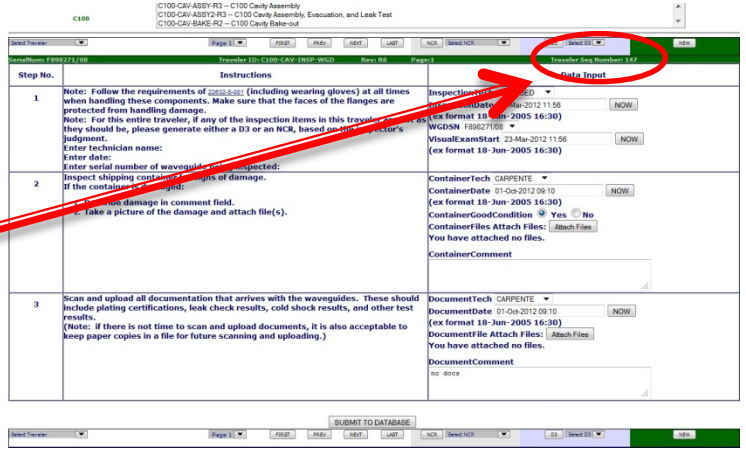
3. Enter data & instantiate

4. Traveler receives a Sequence Number



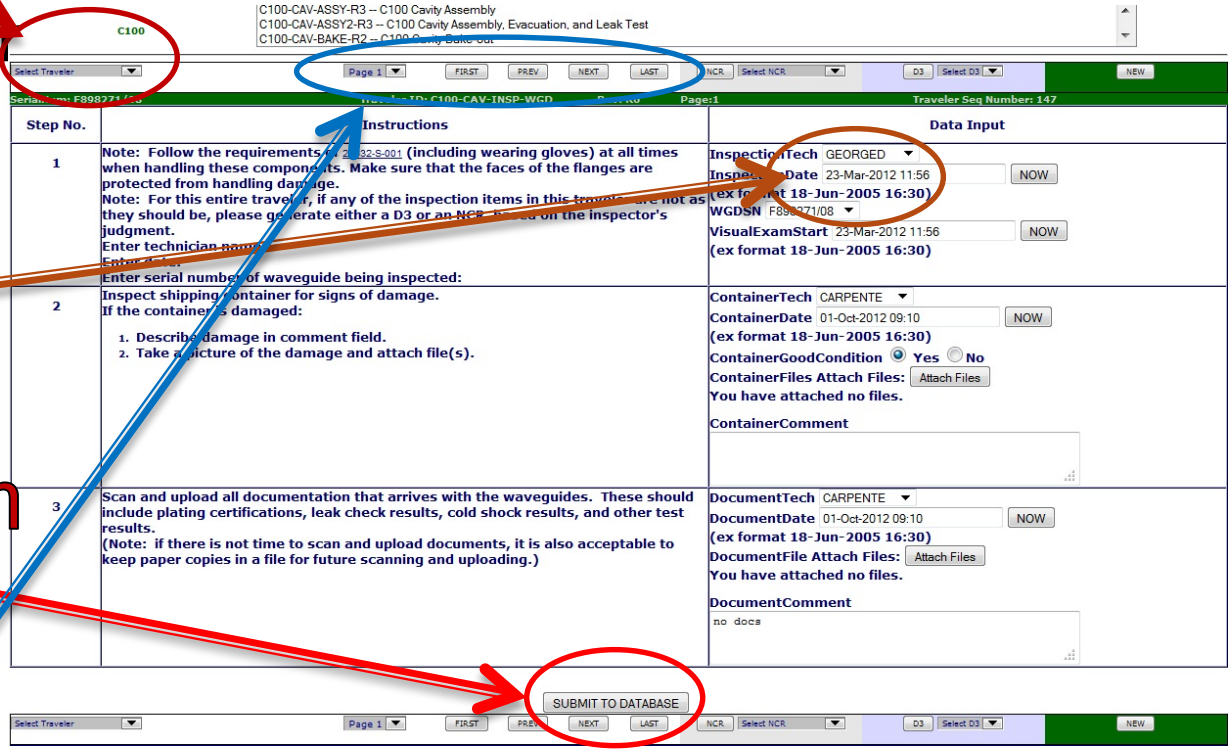






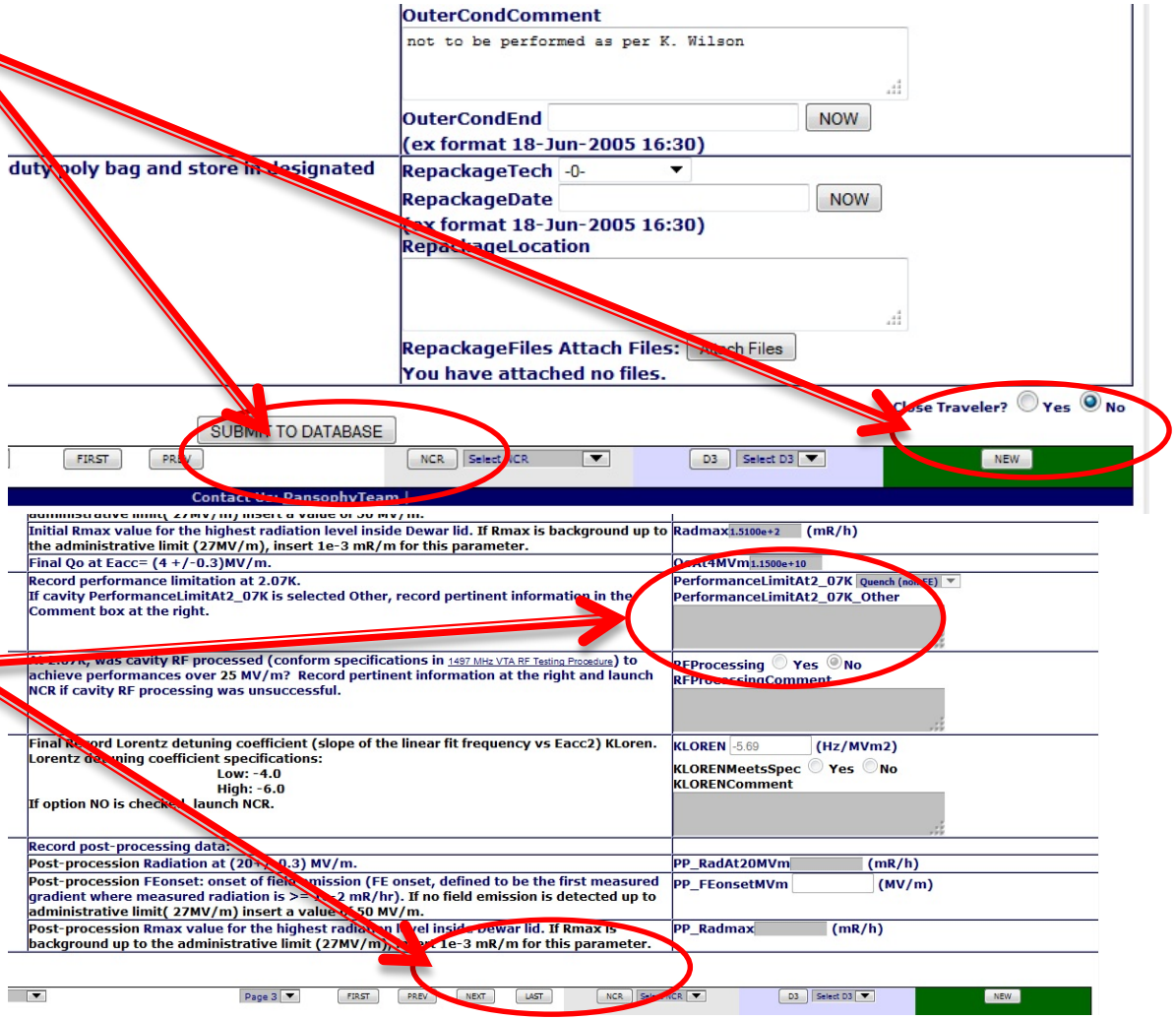
Entering Data

- Select previously created traveler sequence number
- Continue to add/update data
- Submit each page !!
- Page control buttons (next, prev)

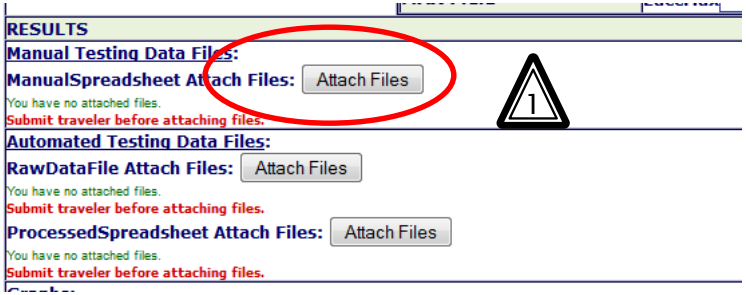


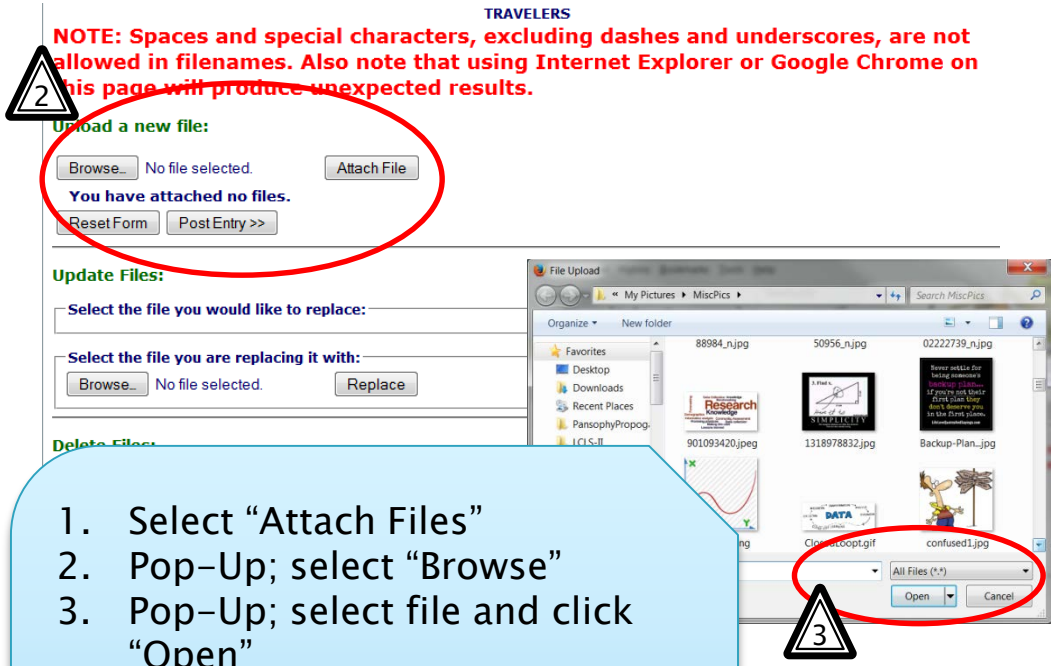
Securing Data

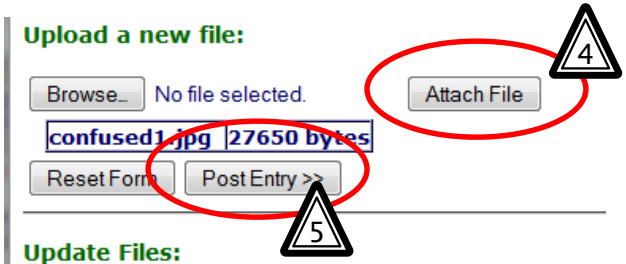
- Until a traveler is CLOSED, all data can be modified and data entry can continue
- Data is never deleted – history of changes are kept
- Once a traveler is closed, ALL DATA is locked and no further changes can be made

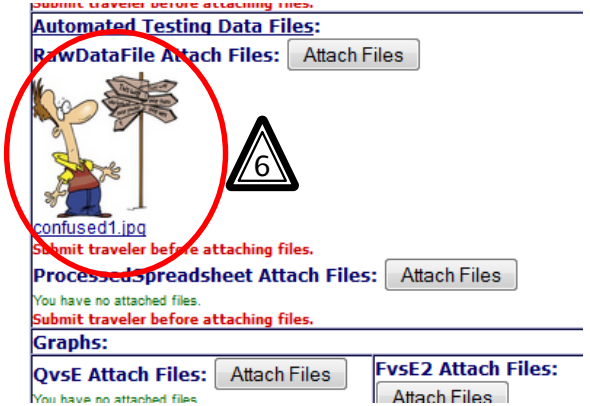


Uploading Files



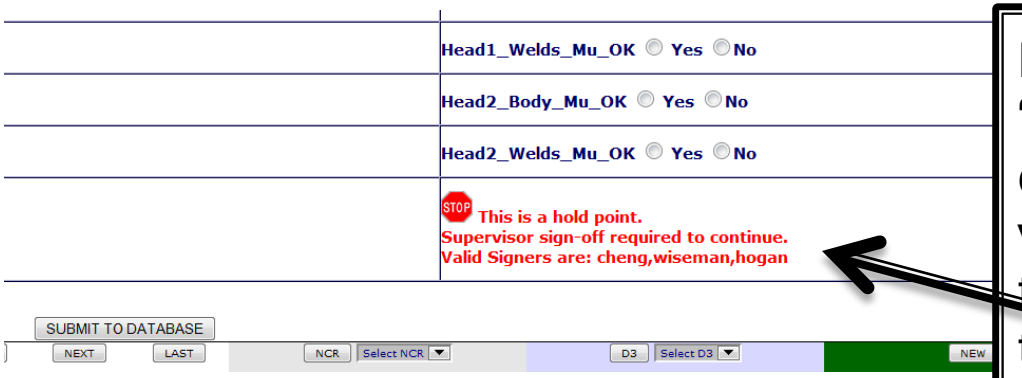




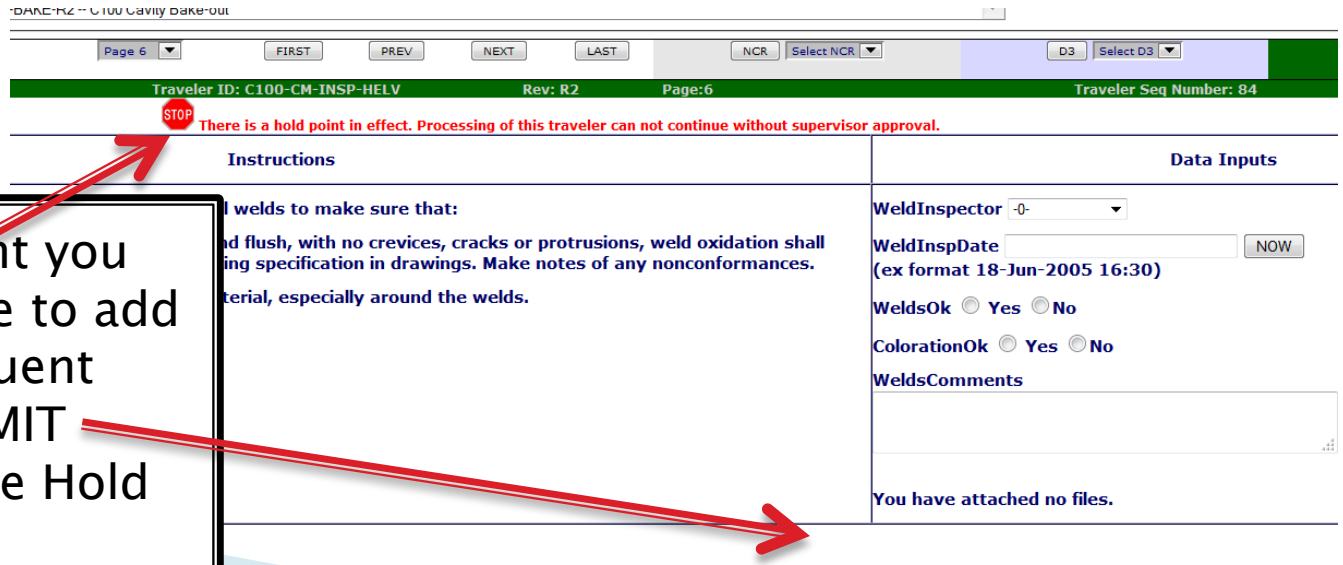


1. Select “Attach Files”
2. Pop-Up; select “Browse”
3. Pop-Up; select file and click “Open”
4. Select “Attach File”
5. Select “Post Entry” OR repeat steps 2-4 to upload multiple files
6. Thumbnails will display for uploaded files

Hold Points (Not signer)

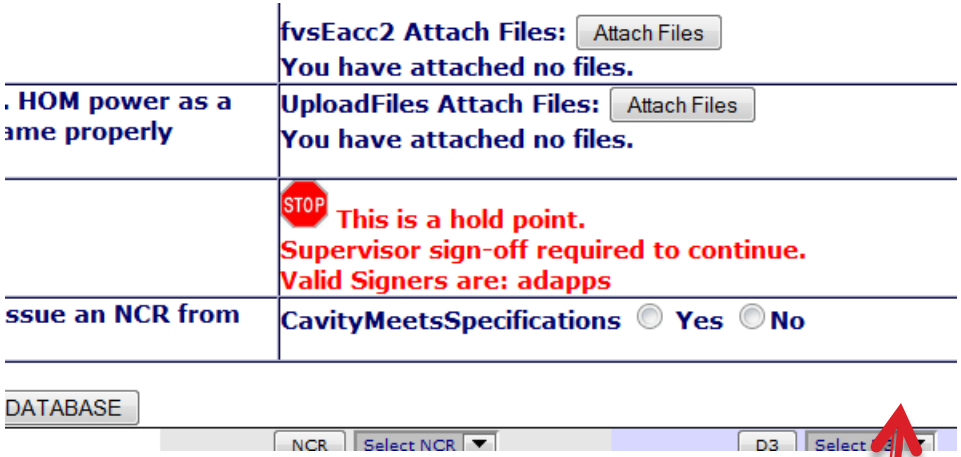


Hold Points can only be "cleared" by the designated person(s). If you are not a signer then you will see this type of display



This will prevent you from being able to add data to subsequent pages (No SUBMIT button) until the Hold Point is cleared

Hold Points on last page



If Hold Point is on last page, then the Traveler can not be “closed” until the Hold Point is Cleared

Hold Points (signer)

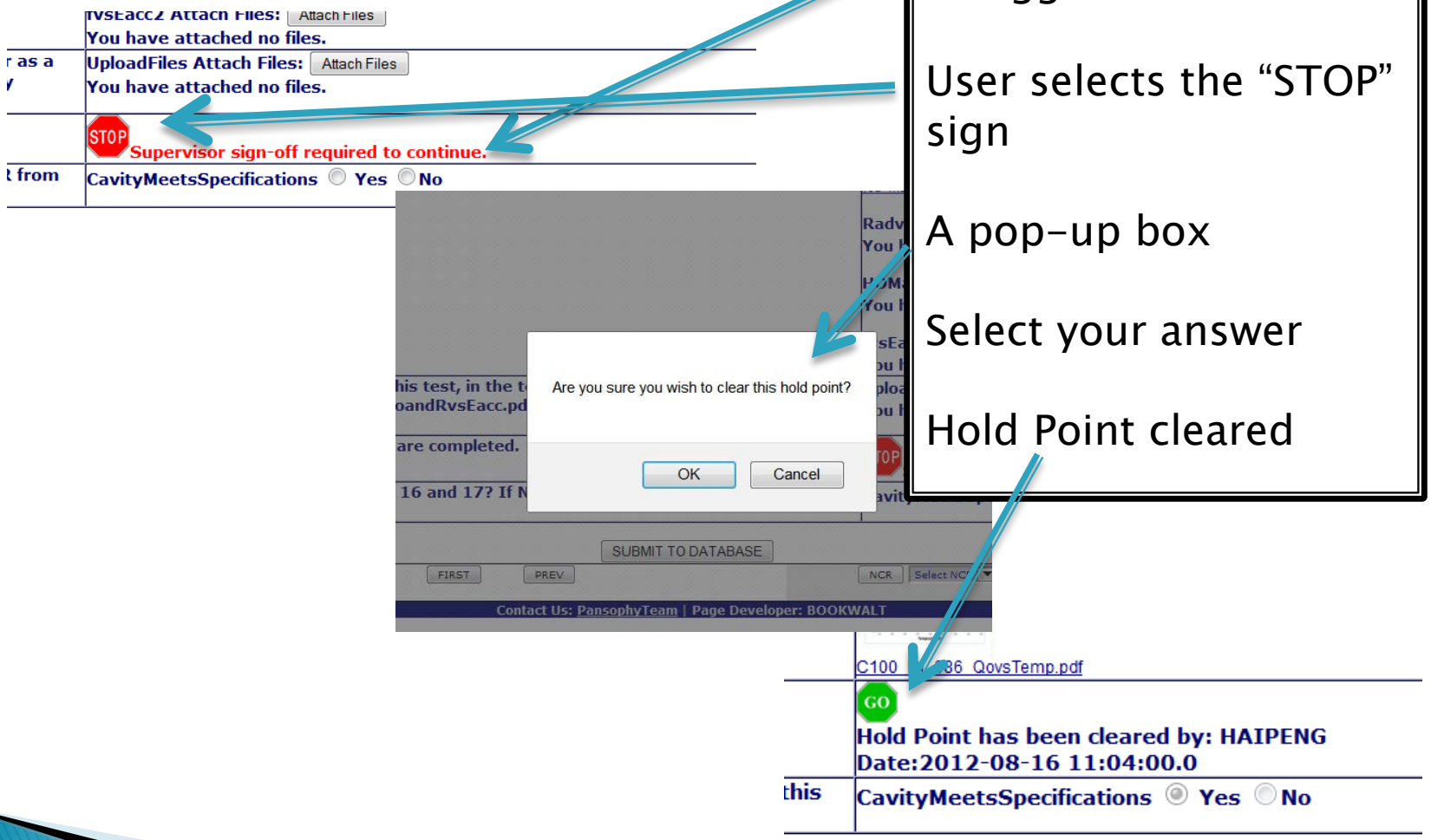
A designated “signer” is logged in.

User selects the “STOP” sign

A pop-up box

Select your answer

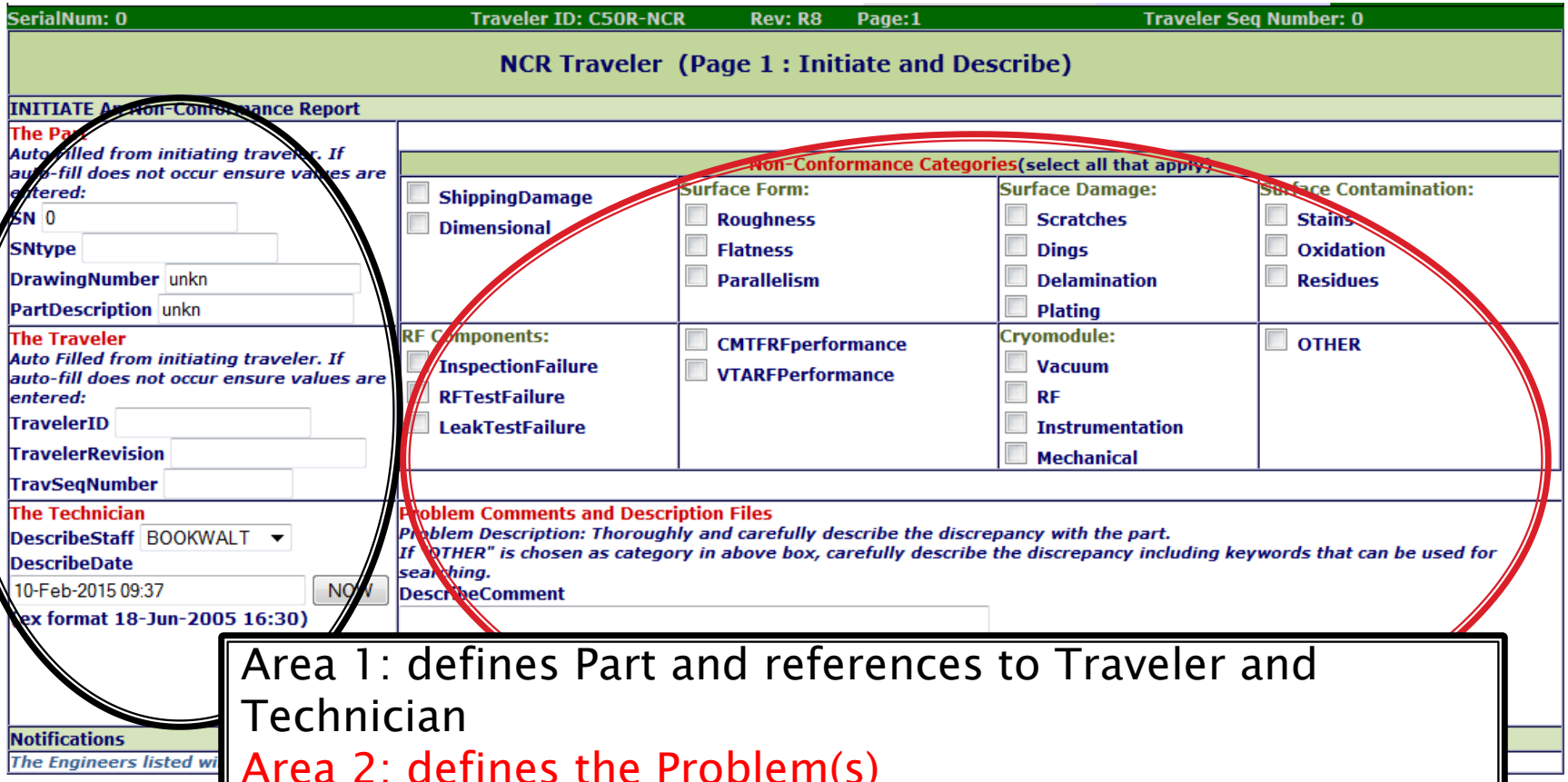
Hold Point cleared



NCRs (Non-Conformance Report)

- A Non-Conformance Report should be issued for any part that does not meet specified requirements.
- This could be a part received from a vendor which does not meet dimensional specifications OR a part manufactured in-house which does not meet weld requirements.
- All Projects have an NCR traveler.
- All Travelers have access to issue an NCR.
- Multiple NCRs can be issued for a single traveler.

Example NCR pg 1

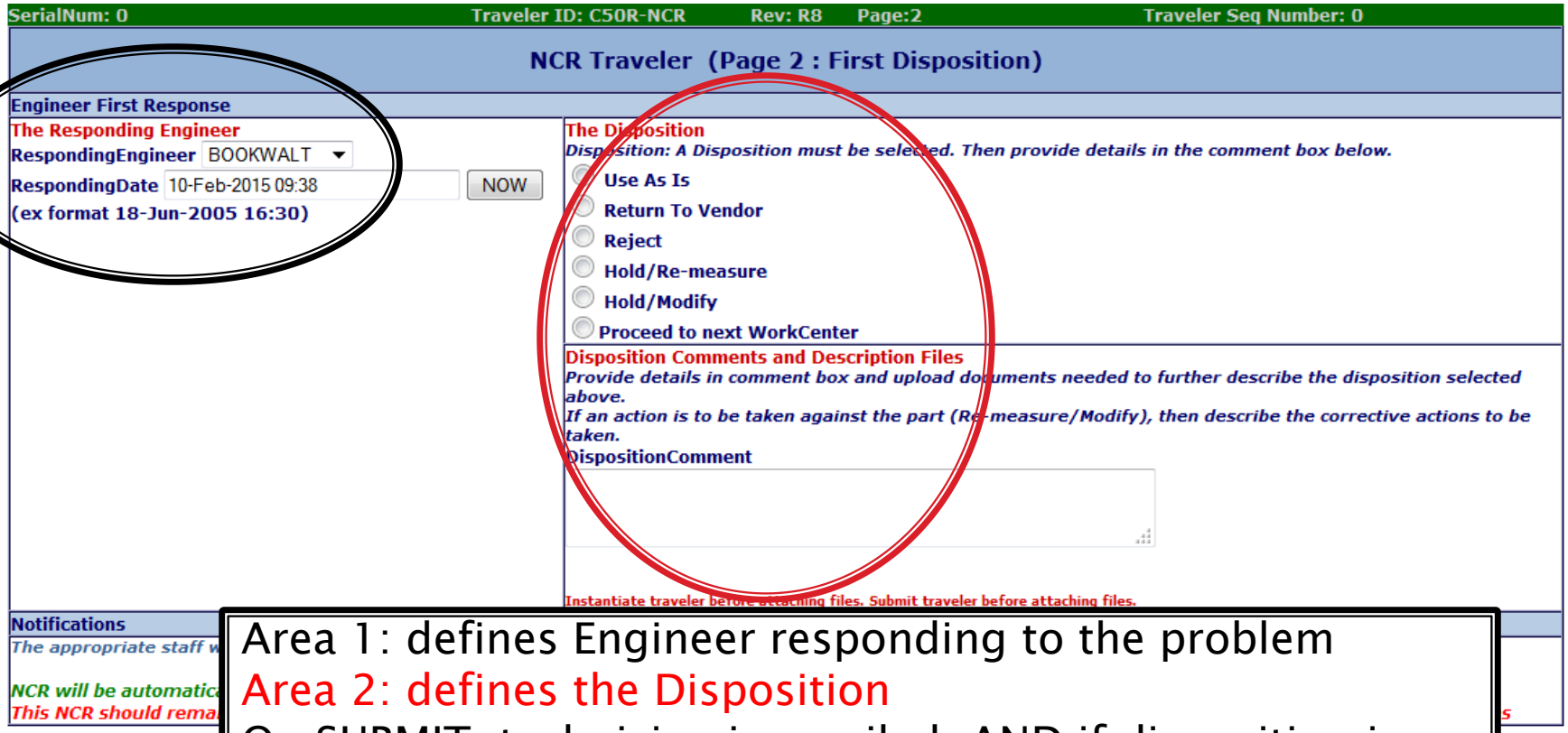


Area 1: defines Part and references to Traveler and Technician

Area 2: defines the Problem(s)

On SUBMIT: engineers are emailed

Example NCR pg 2

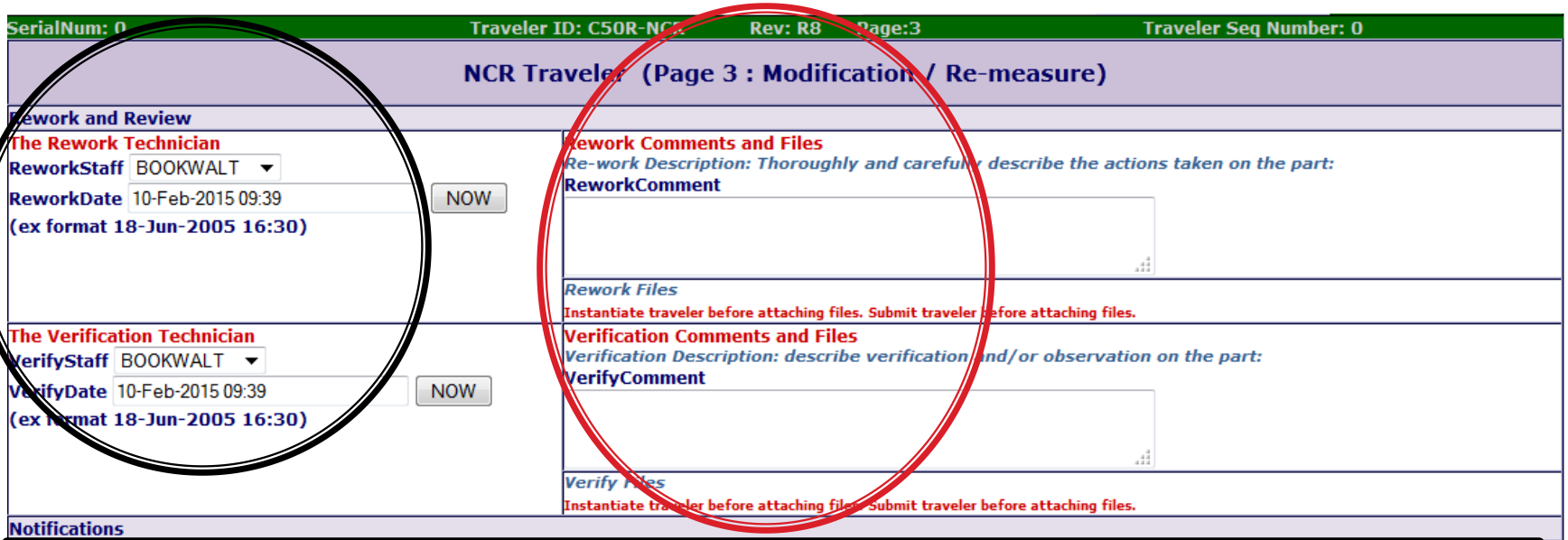


Area 1: defines Engineer responding to the problem

Area 2: defines the Disposition

On SUBMIT: technician is emailed; AND if disposition is RTV or Reject then the traveler is automatically closed

Example NCR pg 3

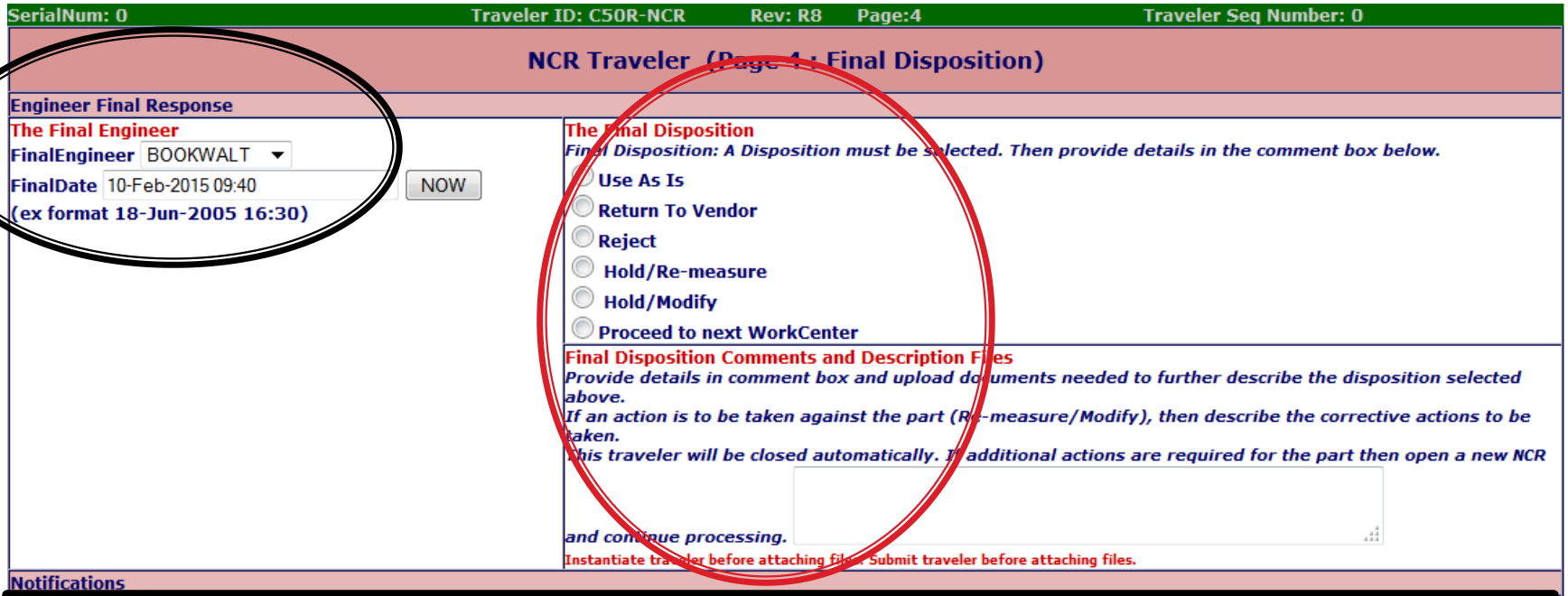


Area 1: defines Technicians making modifications or doing additional work as defined on Page 2 by the Responding Engineer

Area 2: allows for comments about the modificaionts

On SUBMIT: Responding engineer is emailed

Example NCR pg 4



Area 1: defines Final Engineer responding to the modification/rework

Area 2: Engineer must define the final disposition for the part

On SUBMIT: engineers and technicians are emailed AND traveler is automatically closed

D3s (Detours Deviations Discrepancies)

- A D3should be issued for any process that could not be completed as specified in the traveler or supporting documentation.
- Ex. A HPR had to run longer that specified on the traveler OR a part had to be cleaned a second time.
- All Projects have a D3 traveler.
- All Travelers have access to issue a D3.
- Multiple D3s can be issued for a single traveler.

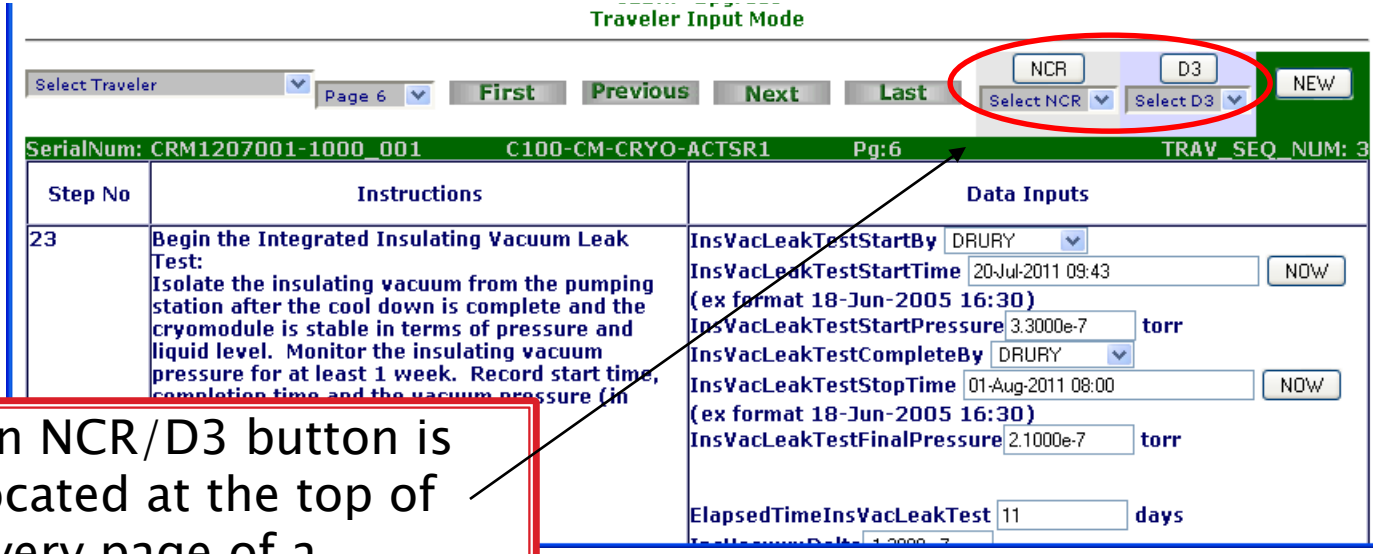
Example D3

SerialNum: 0 | Traveler ID: C50R-D3 | Rev: R1 | Page:1 | Traveler Seq Number: 0

Step No.	Instructions	Data Input
1	**CATEGORIZE:** Select from the drop-down menu a classification for this D3.	D3 Classification BCP D3OpenedTime NOW (ex format 18-Jun-2005 16:30) CategorizeTechnician -0-
2	**IDENTIFY:** Select or enter the appropriate serial ID.	SerialID 0 *All Caps; No spaces or special chars
3	**ASSOCIATE:** Traveler information should have been automatically entered. Please ensure correct information and add any additional information needed to associate.	TravelerId RevNo SeqNo PageNo StepNo
4	**DESCRIPTION:** Enter a full description of the activity or event that caused the generation of this D3. Use the file uploads if needed. D3Description	Must submit traveler before attaching files.
5	**ACTION:** Describe actions or activities taken as a result of this D3. Use the file uploads if needed. D3Actions	Must submit traveler before attaching files.

Define the Classification of the D3 and describe in full the part and the problem as well as any mitigations or adjustments made.

Issuing NCRs / D3s



An NCR/D3 button is located at the top of every page of a Traveler. By selecting this button you "issue an NCR/D3". You may issue more than one NCR/D3 from button in the traveler.

"if you torture the data enough, it will eventually confess!"

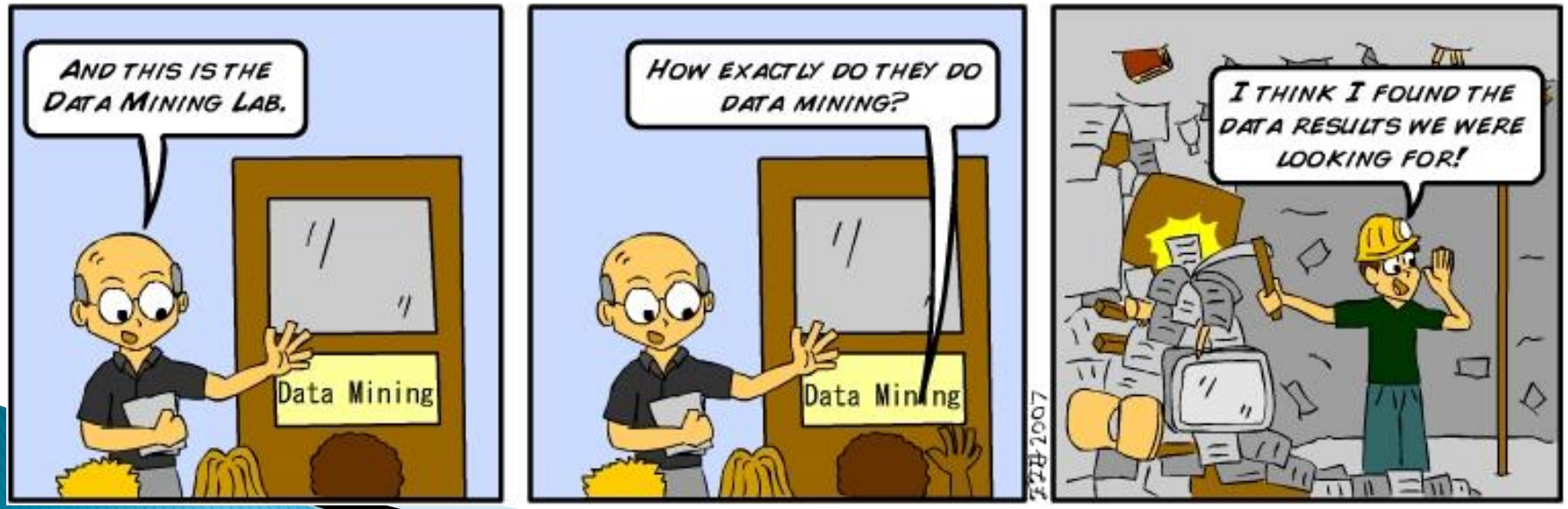
Data Out

Data Mining

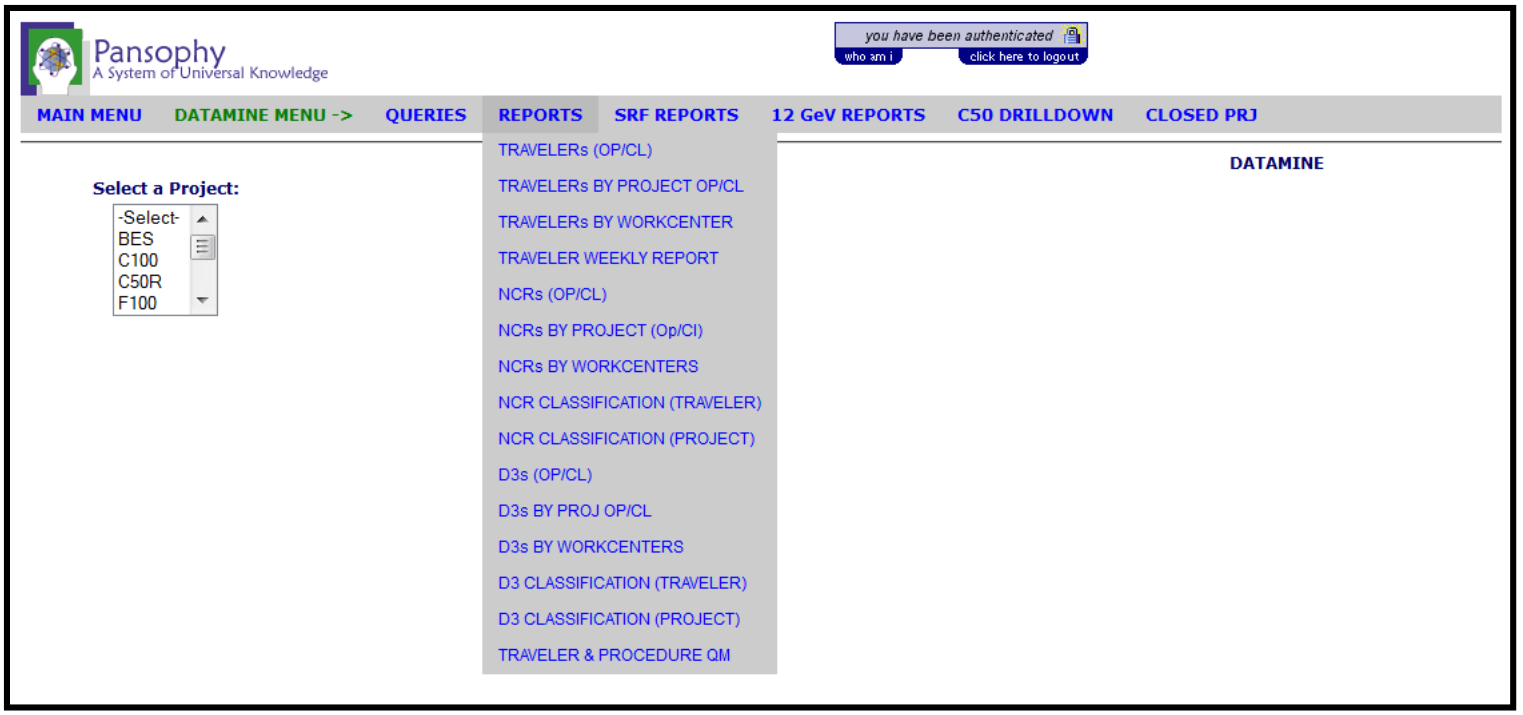
Queries / Reports

Data vs. Knowledge

- Computers contain lots of data, but people need help to turn this data into intelligence.
- Data Mining can help us to move from data keepers to intelligence gatherers.
- Information can be converted into *knowledge*

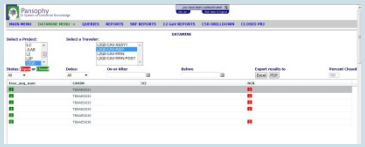
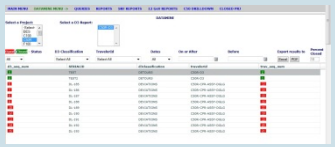
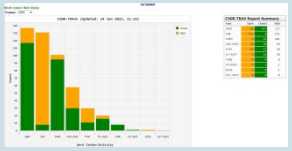
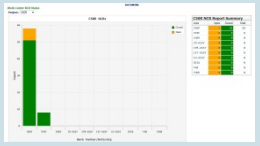
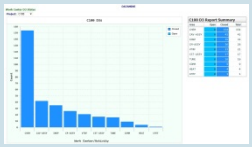
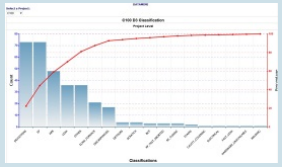


Data Mining Menu (Reports)

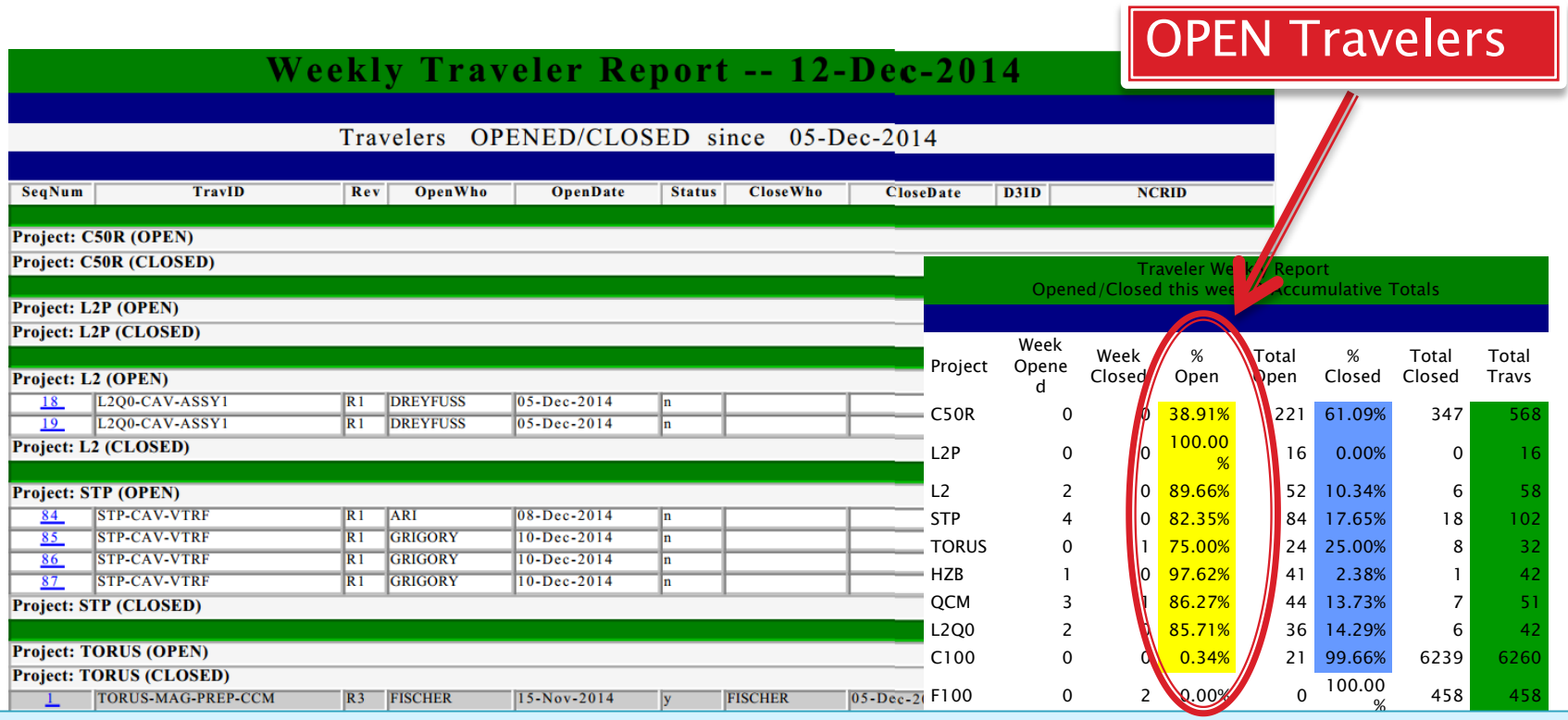


Full Listing with Examples can be found in ***Appendix A***

DATAMINE: REPORTS

TRAVELERS	NCRs	D3s	Description
TRAVELERs (OP/CL) 	NCRs (Op/Cl) 	D3s (OP/CL) 	Open / Closed *Status per Traveler*
TRAVELERs BY PROJECT OP/CL 	NCRs BY PROJECT (Op/Cl) 	D3s BY PROJ OP/CL 	Open / Closed by Project *Total open closed for a project*
TRAVELERs BY WORKCENTER 	NCRs BY WORKCENTERS 	D3s BY WORKCENTERS 	Open / Closed by WorkCenter Total open/closed for a project where travelers are collected together by work centers.
TRAVELER WEEKLY REPORT 	NCR CLASSIFICATION (TRAVELER) 	D3 CLASSIFICATION (TRAVELER) 	CLASSIFICATIONS by TRAVELERS D3's are grouped and totaled based on pre-defined categories
N/A	NCR CLASSIFICATION (PROJECT) 	D3 CLASSIFICATION (PROJECT) 	CLASSIFICATIONS by PROJECT D3's are grouped and totaled based on pre-defined categories and then sorted from greatest to least (Pareto)

TRAVELER WEEKLY REPORT



Weekly Traveler Report -- 12-Dec-2014

Travelers OPENED/CLOSED since 05-Dec-2014

SeqNum	TravID	Rev	OpenWho	OpenDate	Status	CloseWho	CloseDate	D3ID	NCRID
Project: C50R (OPEN)									
Project: C50R (CLOSED)									
Project: L2P (OPEN)									
Project: L2P (CLOSED)									
Project: L2 (OPEN)									
18	L2Q0-CAV-ASSY1	R1	DREYFUSS	05-Dec-2014	n				
19	L2Q0-CAV-ASSY1	R1	DREYFUSS	05-Dec-2014	n				
Project: L2 (CLOSED)									
Project: STP (OPEN)									
84	STP-CAV-VTRF	R1	ARI	08-Dec-2014	n				
85	STP-CAV-VTRF	R1	GRIGORY	10-Dec-2014	n				
86	STP-CAV-VTRF	R1	GRIGORY	10-Dec-2014	n				
87	STP-CAV-VTRF	R1	GRIGORY	10-Dec-2014	n				
Project: STP (CLOSED)									
Project: TORUS (OPEN)									
Project: TORUS (CLOSED)									
1	TORUS-MAG-PREP-CCM	R3	FISCHER	15-Nov-2014	y	FISCHER	05-Dec-2		

Traveler Weekly Report
Opened/Closed this week / Accumulative Totals

Project	Week Opened	Week Closed	% Open	Total Open	% Closed	Total Closed	Total Travs
C50R	0	0	38.91%	221	61.09%	347	568
L2P	0	0	100.00 %	16	0.00%	0	16
L2	2	0	89.66%	52	10.34%	6	58
STP	4	0	82.35%	84	17.65%	18	102
TORUS	0	1	75.00%	24	25.00%	8	32
HZB	1	0	97.62%	41	2.38%	1	42
QCM	3	1	86.27%	44	13.73%	7	51
L2Q0	2	0	85.71%	36	14.29%	6	42
C100	0	0	0.34%	21	99.66%	6239	6260
F100	0	2	0.00%	0	100.00 %	458	458

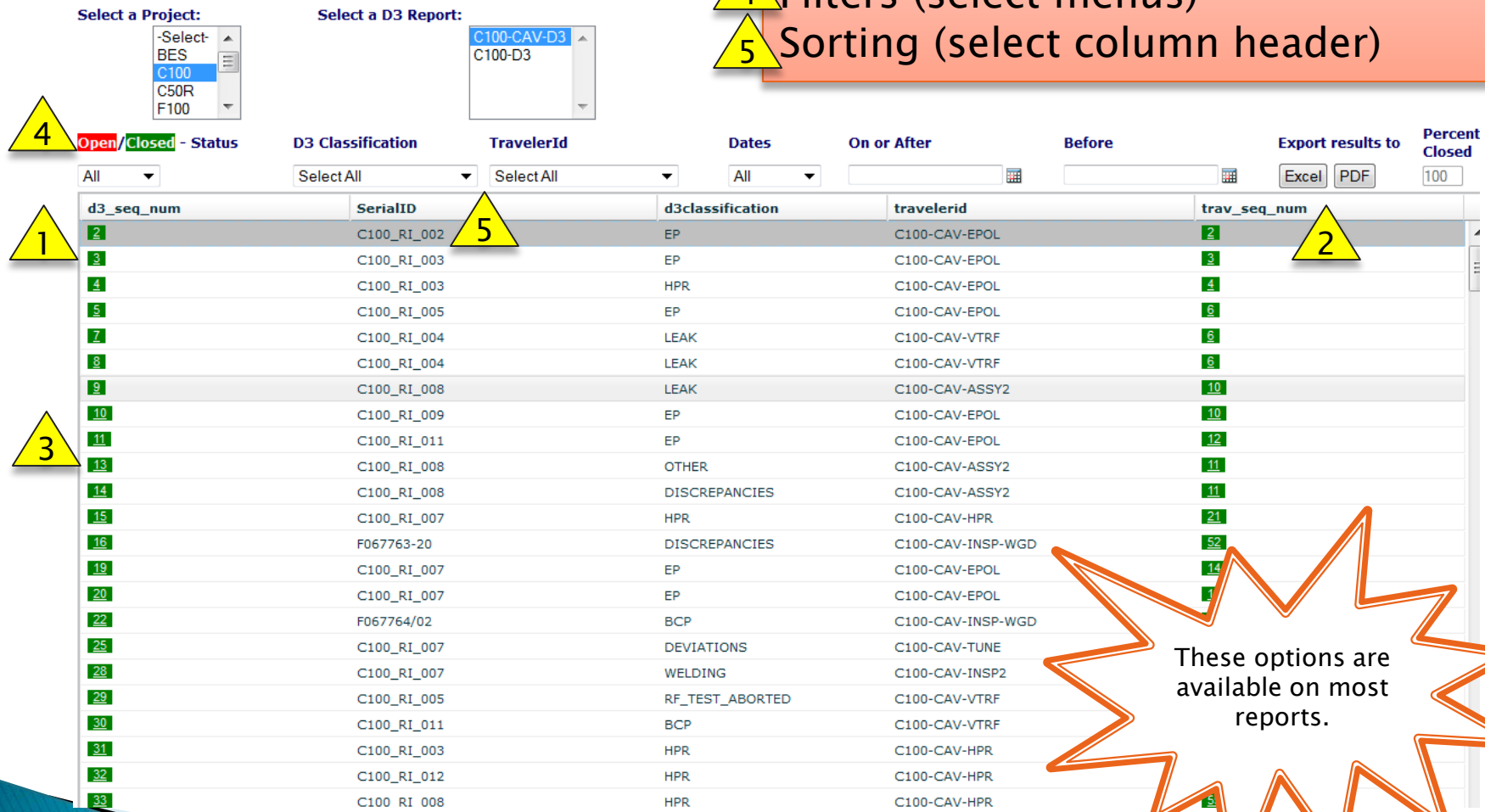
OPEN Travelers

List of travelers, by project, that have been opened or closed in the past week.

Also provides **statistics on TOTALs** by project.

D3s (OP/CL)

1. Links to D3s
2. Links to Travelers
3. Green = Closed /Orange = Open
4. Filters (select menus)
5. Sorting (select column header)



D3 BY PROJ OP/CL

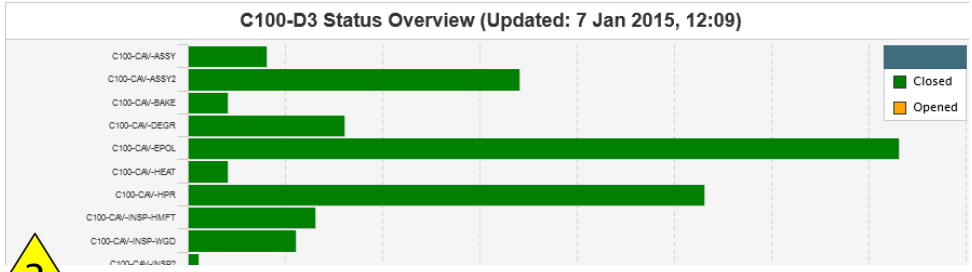
1. D3s by Project
2. By System
3. By WorkCenter/Activity

1

/Closed Status

Project: C100 System: Select All Work Center/Activity: Select All

Link	Opened	Closed
C100-CAV-ASSY		8
C100-CAV-ASSY2		34
C100-CAV-BAKE		4
C100-CAV-DEGR		16
C100-CAV-EPOL		73
C100-CAV-HEAT		4
C100-CAV-HPR		53
C100-CAV-INSP-HMFT		13
C100-CAV-INSP-WGD		11

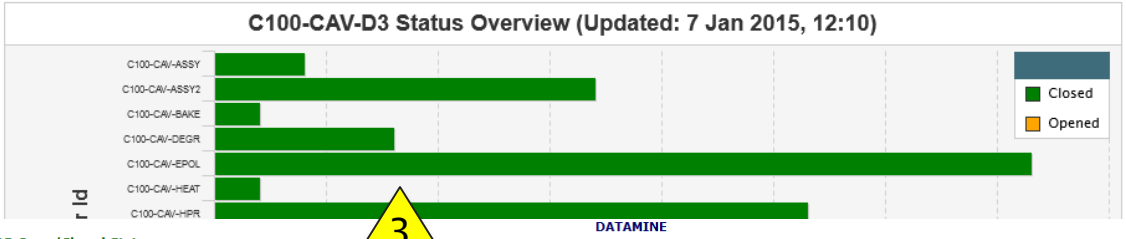


2

D3 Open/Closed Status

Project: C100 System: CAV Work Center/Activity: Select All

Link	Opened	Closed
C100-CAV-ASSY		8
C100-CAV-ASSY2		34
C100-CAV-BAKE		4
C100-CAV-DEGR		16
C100-CAV-EPOL		73
C100-CAV-HEAT		4
C100-CAV-HPR		53
C100-CAV-INSP-HMFT		13
C100-CAV-INSP-WGD		11
C100-CAV-INSP2		1
C100-CAV-INST-HELV		6
C100-CAV-LAP		4
C100-CAV-LAP-THAT		4
C100-CAV-TUNE		16
C100-CAV-VTRF		21

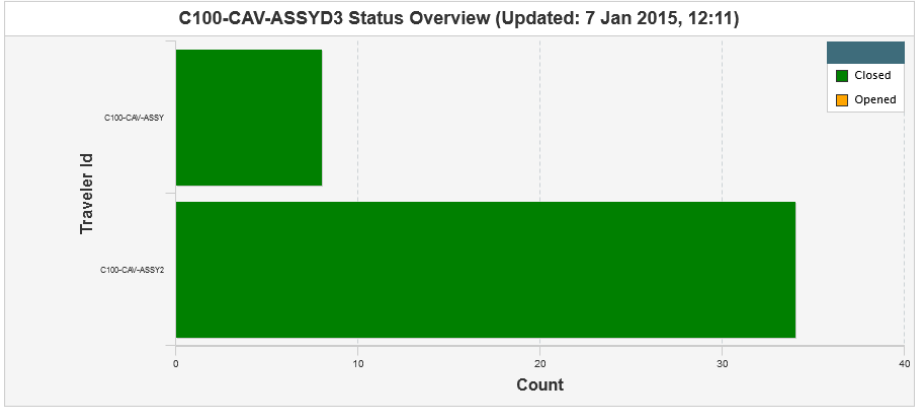


3

D3 Open/Closed Status

Project: C100 System: CAV Work Center/Activity: ASSY

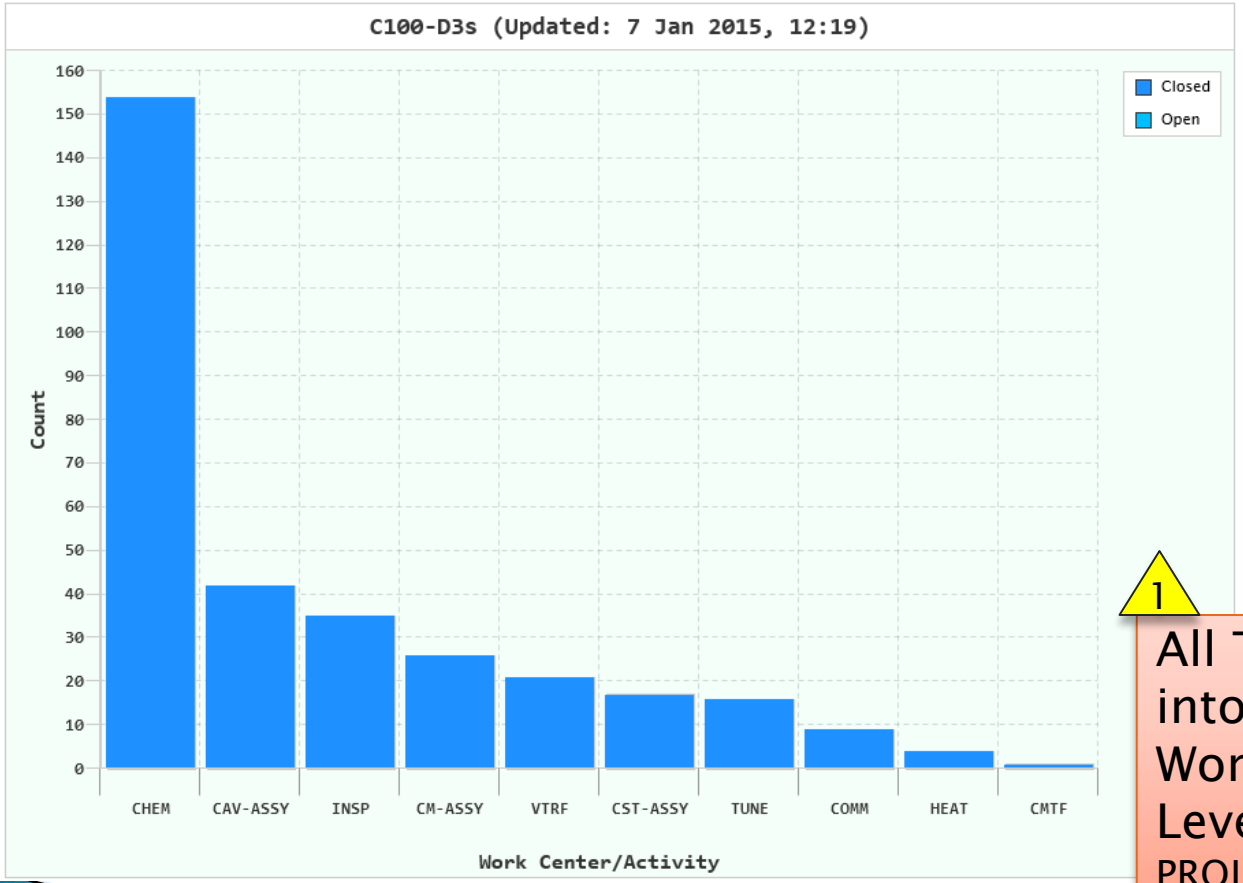
Link	Opened	Closed
C100-CAV-ASSY		8
C100-CAV-ASSY2		34



D3s BY WORKCENTERS

Work Center D3 Status

Project: C100



1

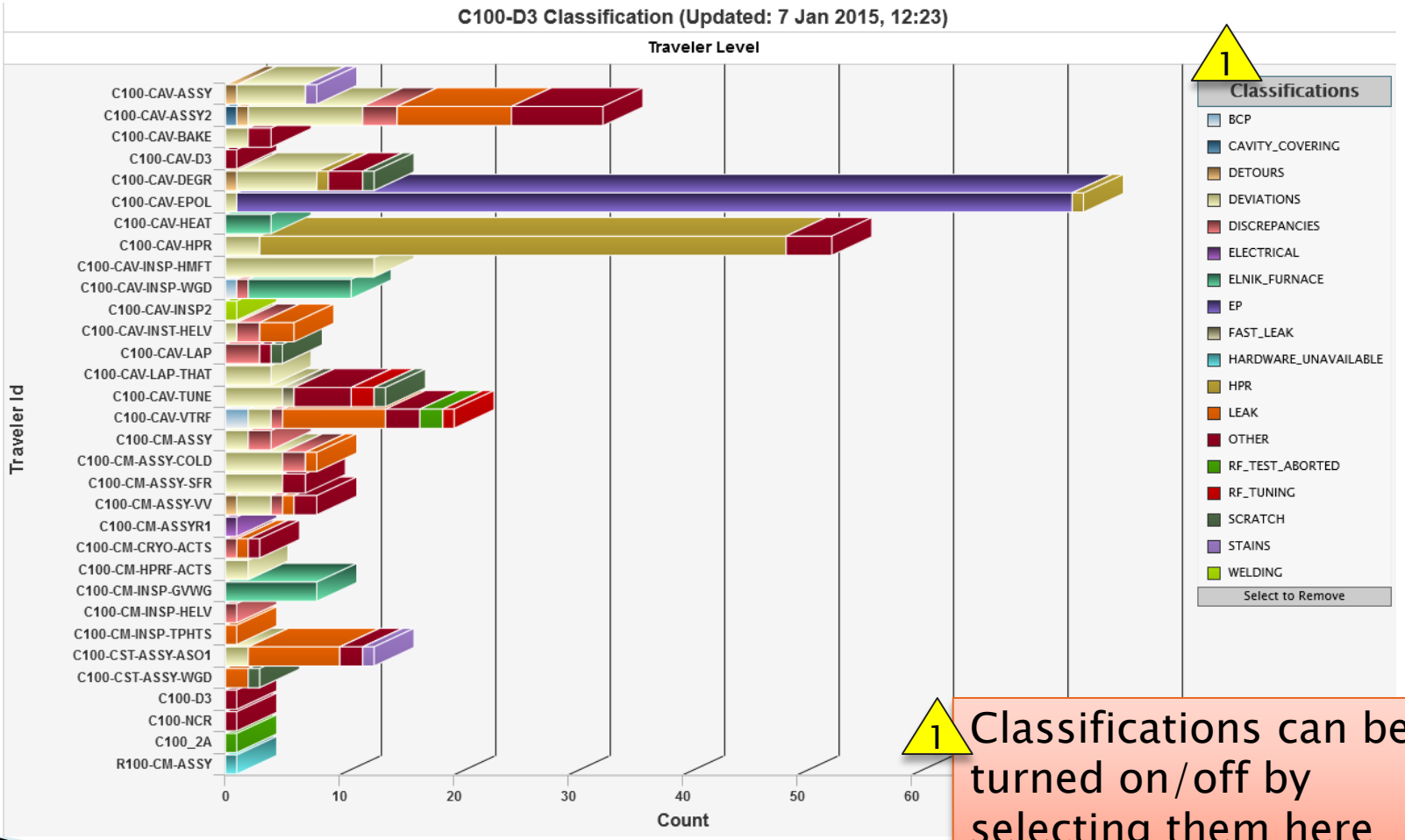
C100 D3 Report Summary

Area	Open	Closed	Total
CHEM	0	154	154
CAV-ASSY	0	42	42
INSP	0	35	35
CM-ASSY	0	26	26
VTRF	0	21	21
CST-ASSY	0	17	17
TUNE	0	16	16
COMM	0	9	9
HEAT	0	4	4
CMTF	0	1	1

1

All Travelers are placed into “buckets” based on WorkCenters.
Level 3 of Traveler ID
PROJ-SYS-**WCA**-COMP-COMP

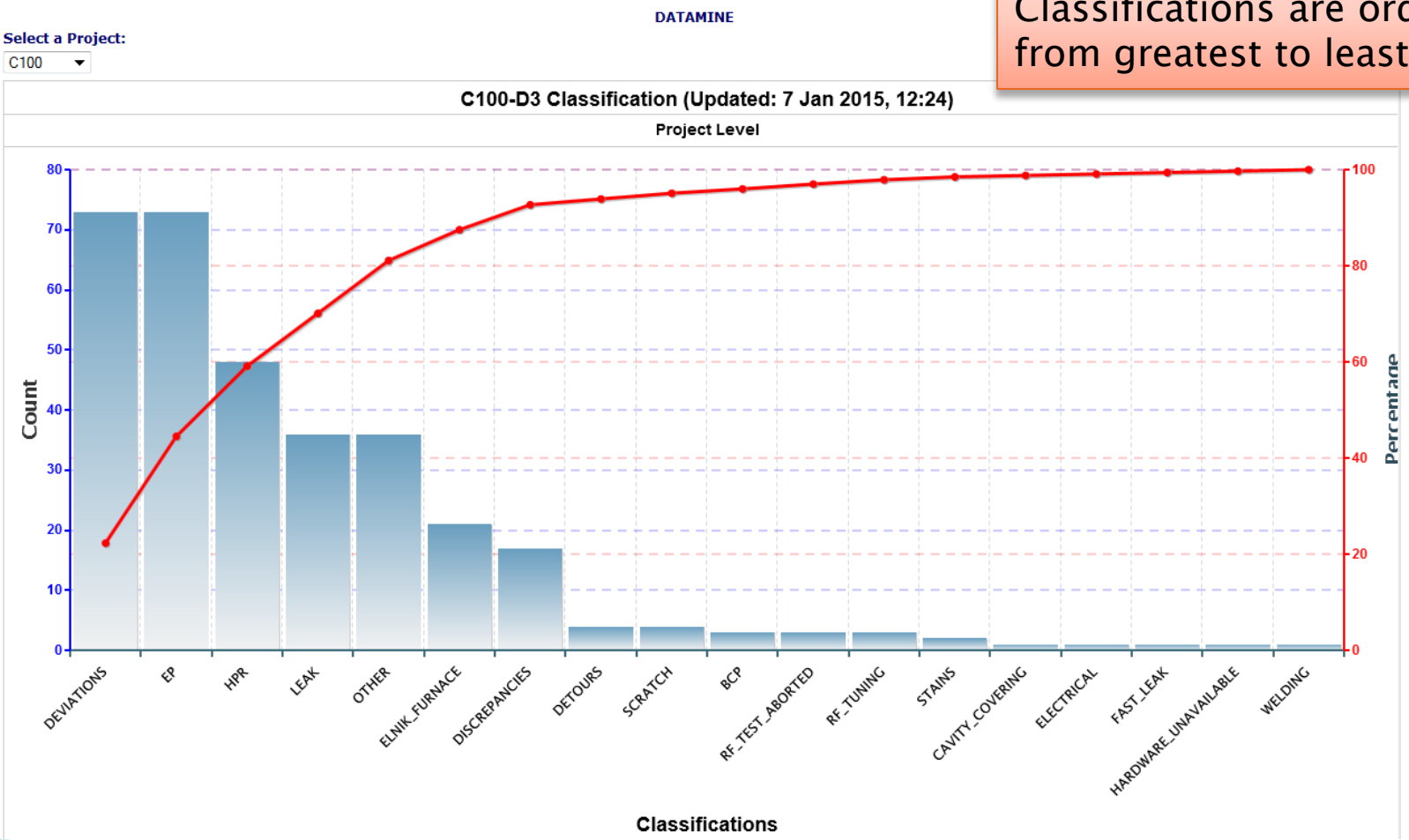
D3 CLASSIFICATION (TRAVELER)



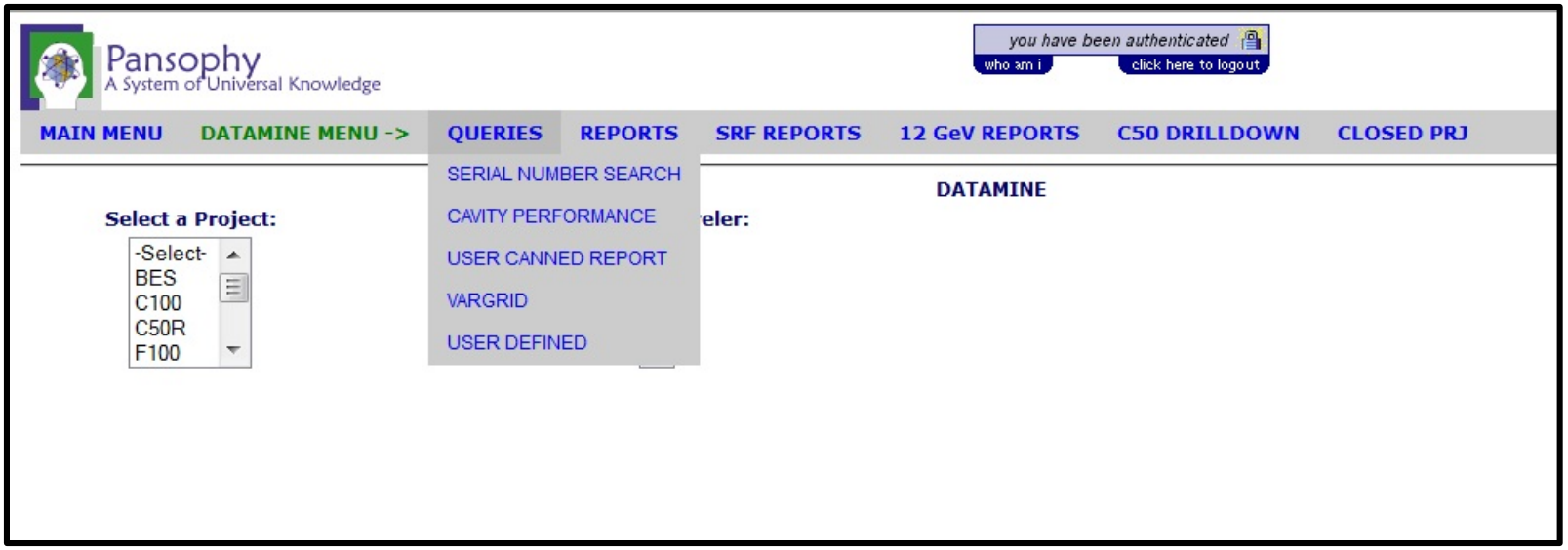
Classifications can be turned on/off by selecting them here

D3 CLASSIFICATION (PROJECT)

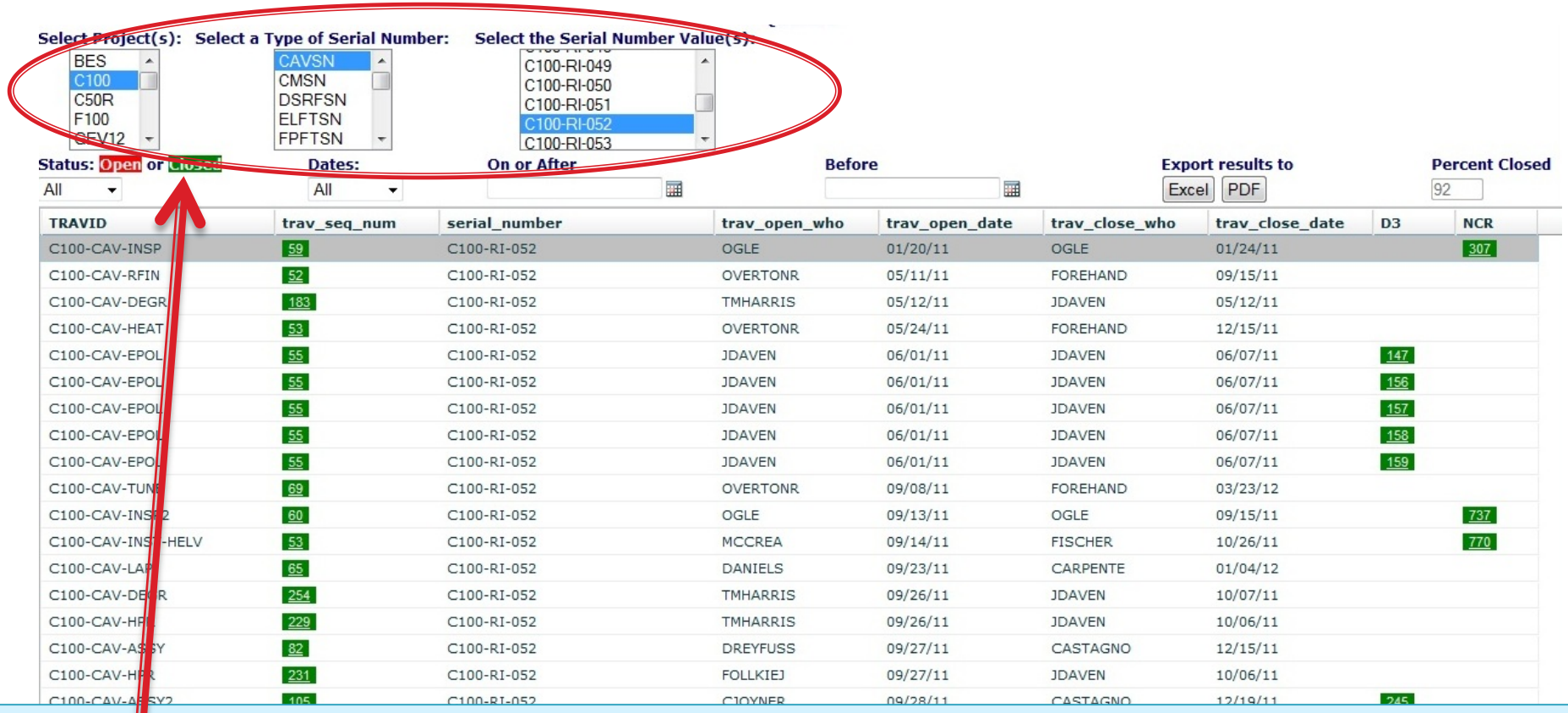
Classifications are order from greatest to least



Data Mining Menu (Queries)



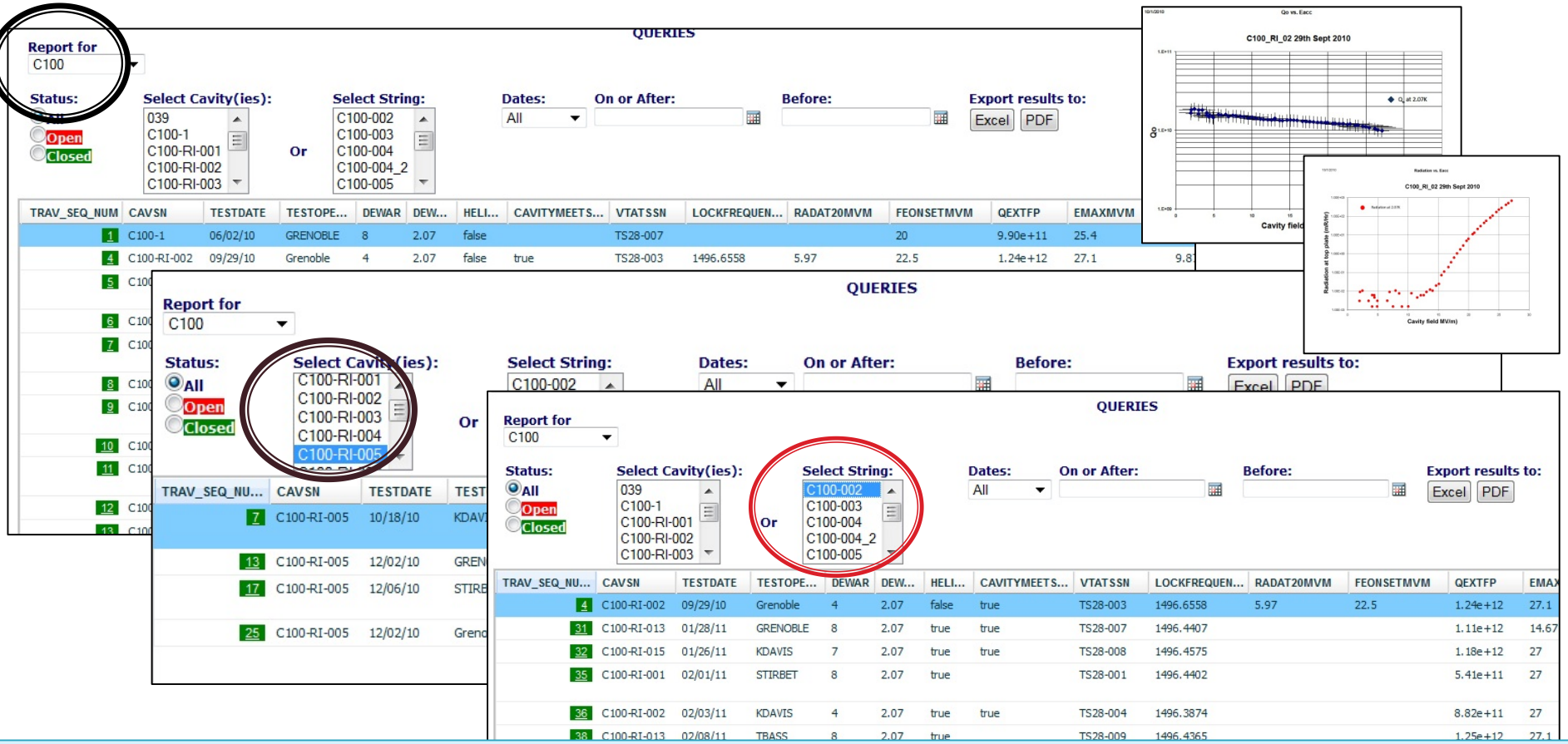
Serial Number (SN) Search



Select: Project, Serial Number type (i.e. CAVSN, CMSN), and Serial Number value(s) (i.e. C100-RI-002)

Display: All travelers which contain the selected values

CAVITY PERFORMANCE

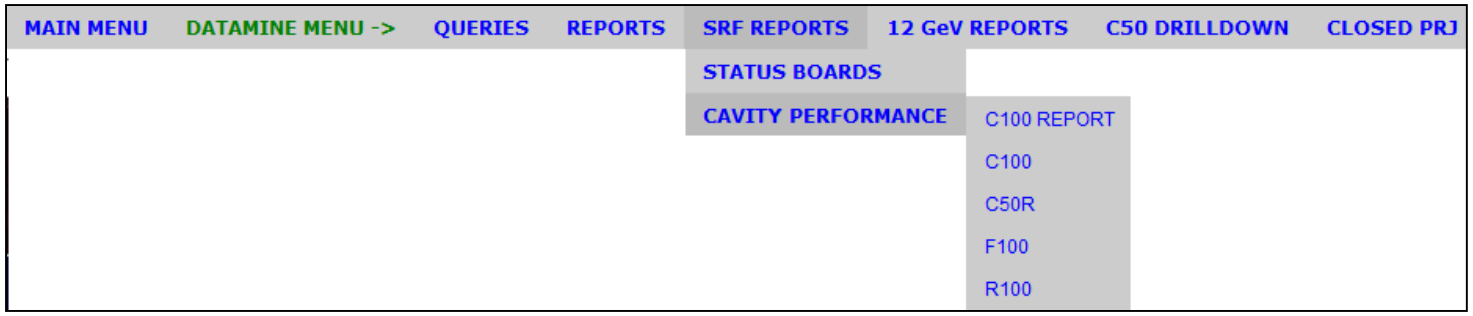


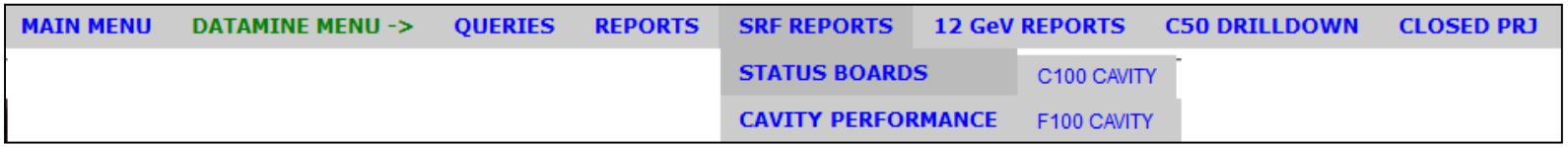
Select: Project ➔ Display: All VTA cavity tests for project (pre-defined columns)

Select: CAVSN(s) ➔ Display: All VTA cavity tests for selected CAVSN(s)

Select: CMSN ➔ Display: All cavities for selected CMSN and all related VTA test results

Data Mining Menu (Other)





C100 Cavity Status Board (ex)

REPORTS

Serial ID	INSP	RFIN	PreHeat DEGR	HEAT	THKN	PreEP DEGR	EPOL	PostEP DEGR	TUNE	HELV	LAP	1st HPR	ASSY	2nd HPR	ASSY2	BAKE	VTRF
	C100-CAV-IN BP	C100-CAV-RFIN	C100-CAV-DEGR	C100-CAV-HEAT	C100-CAV-THKN	C100-CAV-DEGR	C100-CAV-EPOL	C100-CAV-DEGR	C100-CAV-TUNE	C100-CAV-IN BT-HELV	C100-CAV-LAP	C100-CAV-HPR	C100-CAV-A S BY	C100-CAV-HPR	C100-CAV-A S BY2	C100-CAV-BAKE	C100-CAV-VTRF
C100-1		16							10 23		12 7 18						1
C100-2																	
C100-3													5558		62		
C100-4																	
C100-RI-001	1	1	3	1		565	2	899	2 11	13	17	562	13 27	36 63 100 115	13 29	1	235 146
C100-RI-002	2	2	4	2	321	7	3	10 103	3 12	14	19	765	24 28	48 94 109	24 30	3	34 36
C100-RI-003	4	3	8	3	22 4	11	4	1520	4 13	5	8	935	517	1036 52	518	4	515 24
C100-RI-004	5	4	9	4	67	14	5	1925 56	5 14	4	6	1132	616	1234 47	617 19	5	616 14
C100-RI-005	7	6	12	5	510	18	8	2327 54	6 15	3	4	1329	715	1433 51	716	8	713 1725
C100-RI-006	8	8	13	8	811	73	7	2630 4352	7 16	2	3	1523 27	811 12	1624 2853	812 13	7	89 18
C100-RI-007	9	7	16	7	912 25	24	814	2834 4255 66	8 1725	9	512	1721 3043	914 21	1831 4449	915 23	89	1219
C100-RI-008	10	8	17	8	1417	74	932	3338 5079 133	9 1819 4062 85	42	1332 55	1925 55 141 192	10 13 2353 71	2022 2656 64 142 193	10 11 14 25 3169 89	1038	10 11 2637 6685
C100-RI-009	12	9	21	9	1315	29	10	36	20 106		104	362	123	364	152	9293	151
C100-RI-010	11	10	22	10	1819	32	11	3960	21	6		38	18	4048	20	12	21
C100-RI-011	13	11	31	11	1622	37	12	4159 70	22	7	910	3745	1922	3946 54	2124	11	2223
C100-RI-012	14	17	35	12	2023	40	13	61	24	8	11	41	20	4250	22		20
C100-RI-013	17	14	49	13		62	19	7192	29	11	16	60	26	6168 93 108	2833	15	3138
C100-RI-014	18	15	53	14		57	17	7684	26	10	14	57	24	58	26	13	30
C100-RI-015	15	12	44	15	2426	46	15	4788	27	12	15	59	25	99 113	27	14	32
C100-RI-016	38	22	69	21		97	23	91	31	17	45	139	51	140	88	35	85
C100-RI-017	16	13	45	16		48	16	51 106 123	28	15	2025	6675	2933	6776 78 101 116	3237	16	3942
C100-RI-018	19	18	58	17		75	18	77 109	30	16	21	89	30	7095 110	34	17	40
C100-RI-019	20	19	64	18		88	20	72 118	32	18	22	71	31	7296 111	35	18	41
C100-RI-020	22	20	63	19		78	21	80 119	33	19	23	73	32	7486 97 112	3642	19	4346
C100-RI-021	23	21	67	20		81	22	85 124	35	20	24	77	34	7987 89	3843 45	20	4447
C100-RI-022	24	23	82	22		90	24	9596 128	34	21	26		35	8188	3944	21	4548
C100-RI-023	25	24	83	23		89	25	101 135	36	22	27	82 164	3660	8390 165	4046 7780	22	4972 74
C100-RI-024	81		145	42			41	155	49		46	144	56	145	74	39	67
C100-RI-025	26	25	86	24 25	27	98	26	107 138	37	23	28	84	37	8598	4148	23	5051
C100-RI-026	2762	45	156	44			46	168	55	40		190	70	191	88	47	84
C100-RI-027	29	26	93	26		104	27	108 143	38	24	2934 36	91 114 125	3842 4588	92 117 126 130 137	4752 5860 67 111	30	5963
C100-RI-028	28	27	94	27		105	28	114	39	25	30	102 103	39		49	24	52
C100-RI-029	30	28	97	28		112	29	117 151	41	26	33	106	41	107	5178	26	5369
C100-RI-030	31	29	100	29		113	30		42	27	35	118	43	119	54	27	55
C100-RI-031	32	30	110	30		121	31	130 158 159	43	28	3738	120	44	123	55	28	56
C100-RI-032	33	31		31		129 131	35	111 140 149 150	44 72	41	3156	104 194	4050 5472	105 124 196 208	5053 5765 7091 97	2537	5458 8798
C100-RI-033	34	32	115	32			33	134 167	45	30	40	127	46	128	59	31	60

Project management view of Cavity Processing:
Cavities to be processed (Rows)
The Processes / Travelers (Columns)
Other uses: Cavity String Assembly, Cryomodule Assembly

Traveler Authorship

Writing Travelers

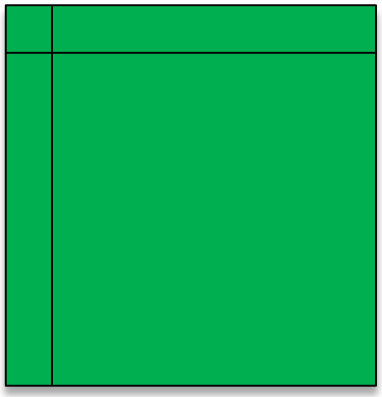
Authoring Topics

- **Traveler Conversion Process**
- Attach Traveler Template (MSWord 2010)
- MSWord 2010 Tips (Tables; Pictures; Links)
- Pansophy Ribbon
- Traveler ID
- Traveler Header Page
- Variable Names
- Do's and Don'ts

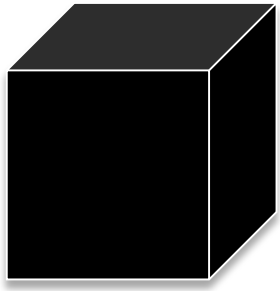
Traveler Conversion (Travelerization)

Engineers/Authors

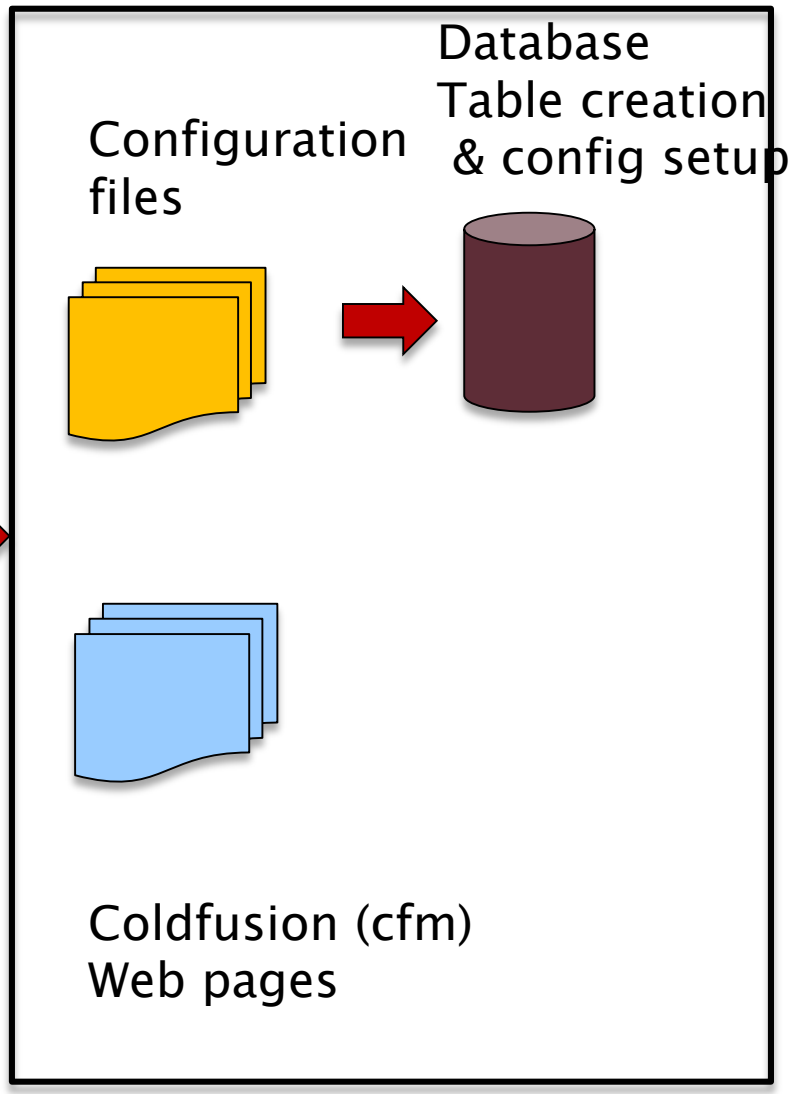
Document Coordinator



MSWord Template
User writes traveler
Utilizing pre-defined
Data input fields



Traveler Conversion



Traveler Conversion Process

1. Define Travelers/Procedures: Project-specific, Authors and Approvers are identified by the responsible **project manager**.
2. Traveler **authors generate** drafts of travelers using MS-Word template.
3. Traveler is posted in the appropriate **DocuShare** directory.
4. Traveler is **converted** to ColdFusion , the supporting database is constructed and the Traveler is made live in Pansophy.
5. **Traveler** is now **usable** from the Web on the production floor.

Traveler Document Control

Do's

- Do Use the current template for new and existing documents
- **Do provide signed hardcopy to document coordinator**
- **Do upload final versions of your traveler to DocuShare**
- Do document changes with new revisions
- Do Check out a document by clicking on the checkmark icon (middle icon) to prevent others from editing it
- Do Re-upload documents as a new version in DocuShare and add comments

Don'ts

- Don't Forget to save documents downloaded from DocuShare to your hard drive
- Don't Click on the document title to download it from DocuShare, **USE the "check out" button**
- Don't Attempt to get around the locked icon in DocuShare to edit a document, USE "check in" button
- Don't Leave off comments if you've changed the document in any way

Authoring Topics

- Traveler Conversion Process
- **Attach Traveler Template (MSWord 2010)**
- MSWord 2010 Tips (Tables; Pictures; Links)
- Pansophy Ribbon
- Traveler ID
- Traveler Header Page
- Variable Names
- Do's and Don'ts

Attach The Templates

Your MSWord 2010 Work Group Templates should be pointing to the directory below:

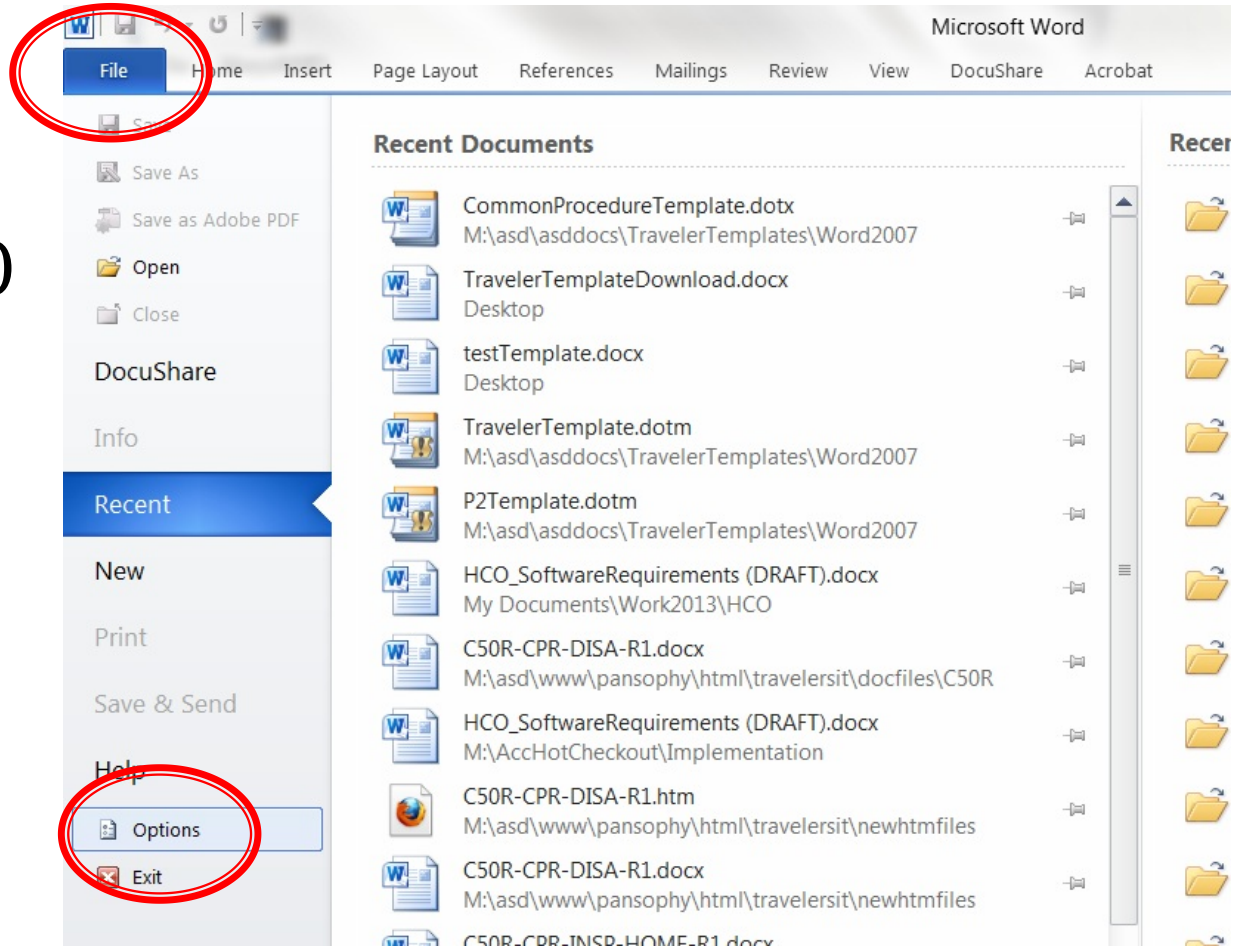
M:\asd\asddocs\TravelerTemplates\Word2010

Both a Traveler and a Procedure Template are available.

Attaching the Template…

For Travelers & Procedures:

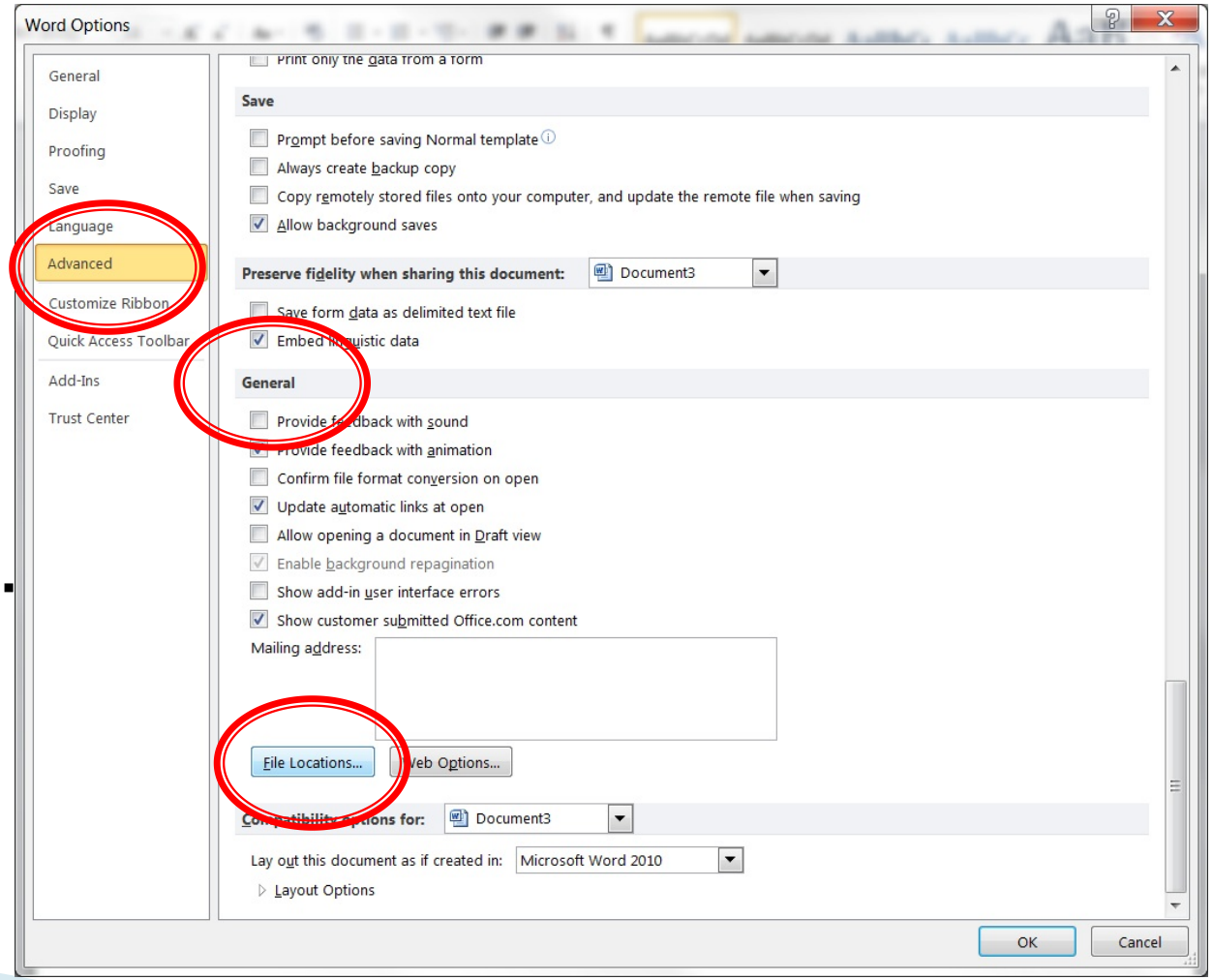
- Open Microsoft Word 2010
- Select **File** Tab
- Select **Options**



Attaching the Template (cont.)

For Travelers & Procedures:

- Select **Advanced**
- Scroll to **General**
- Click **File Locations…** Button

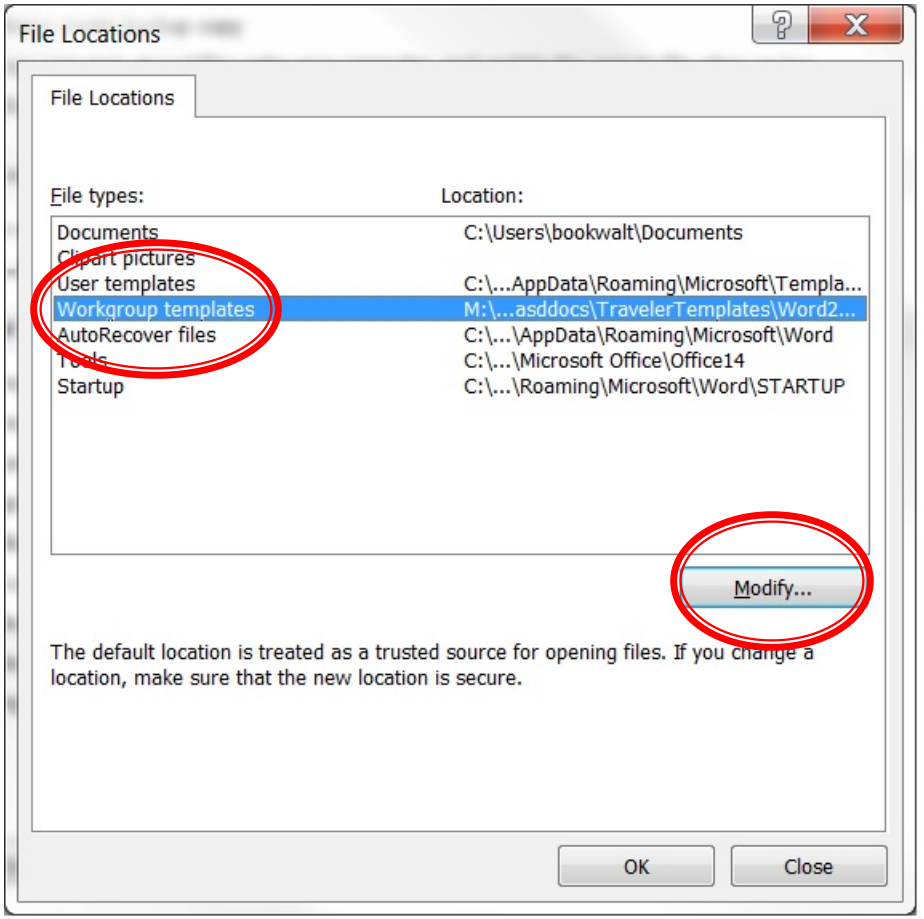


Attaching the Template (cont.)

For Travelers & Procedures:

A **File Locations** pop-up window will appear

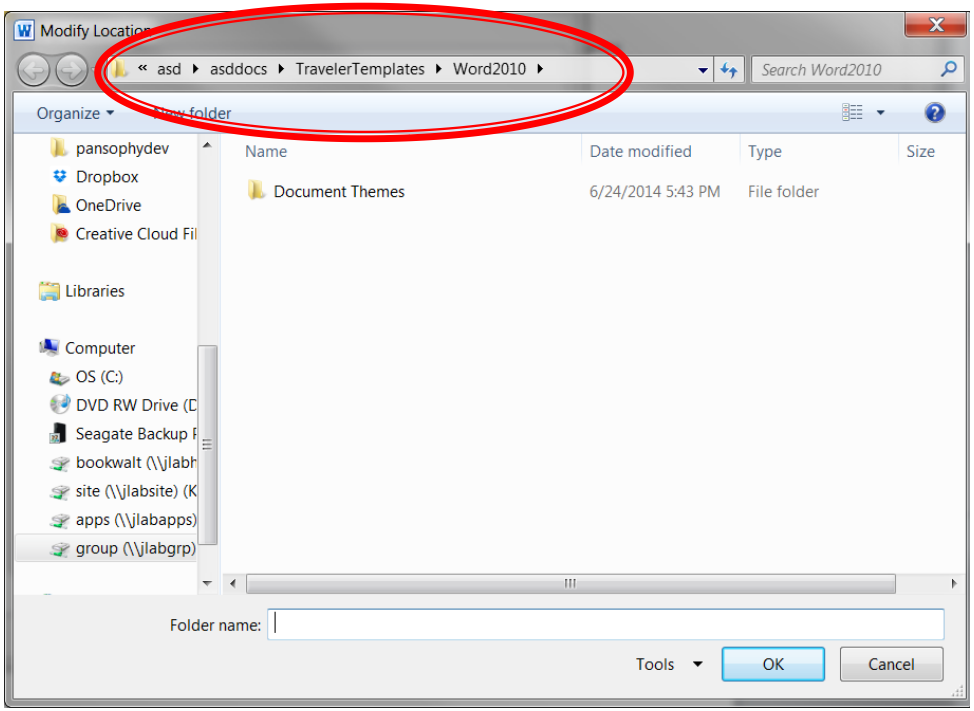
- Select **Workgroup templates**
- Click the **Modify…** Button



Attaching the Template (cont.)

For Travelers & Procedures:

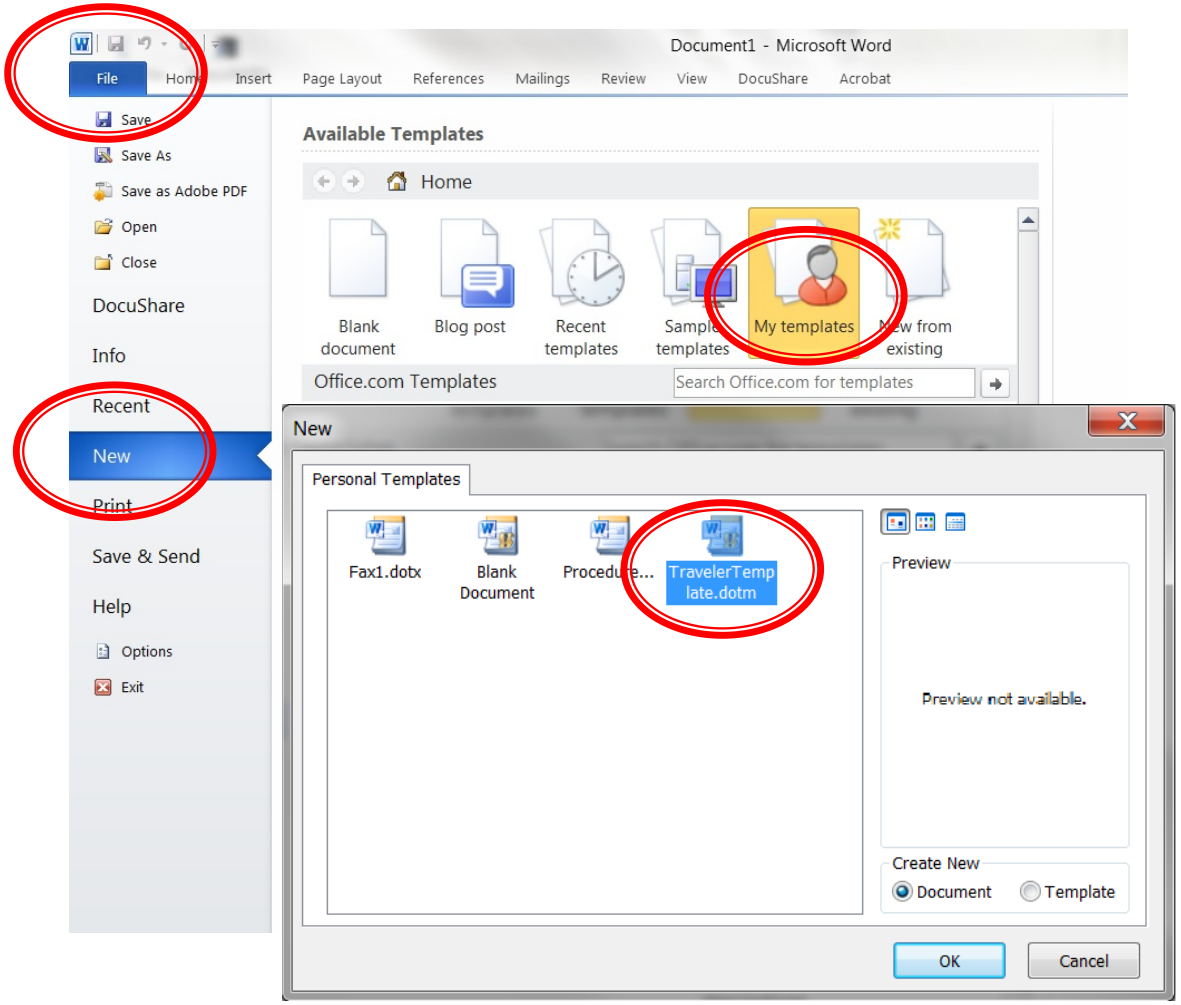
- Browse to:
  M:\asd\asddocs\TravelerTemplates\Word2010
- Click OK
- Click OK on File Locations
- Click OK on Word Options



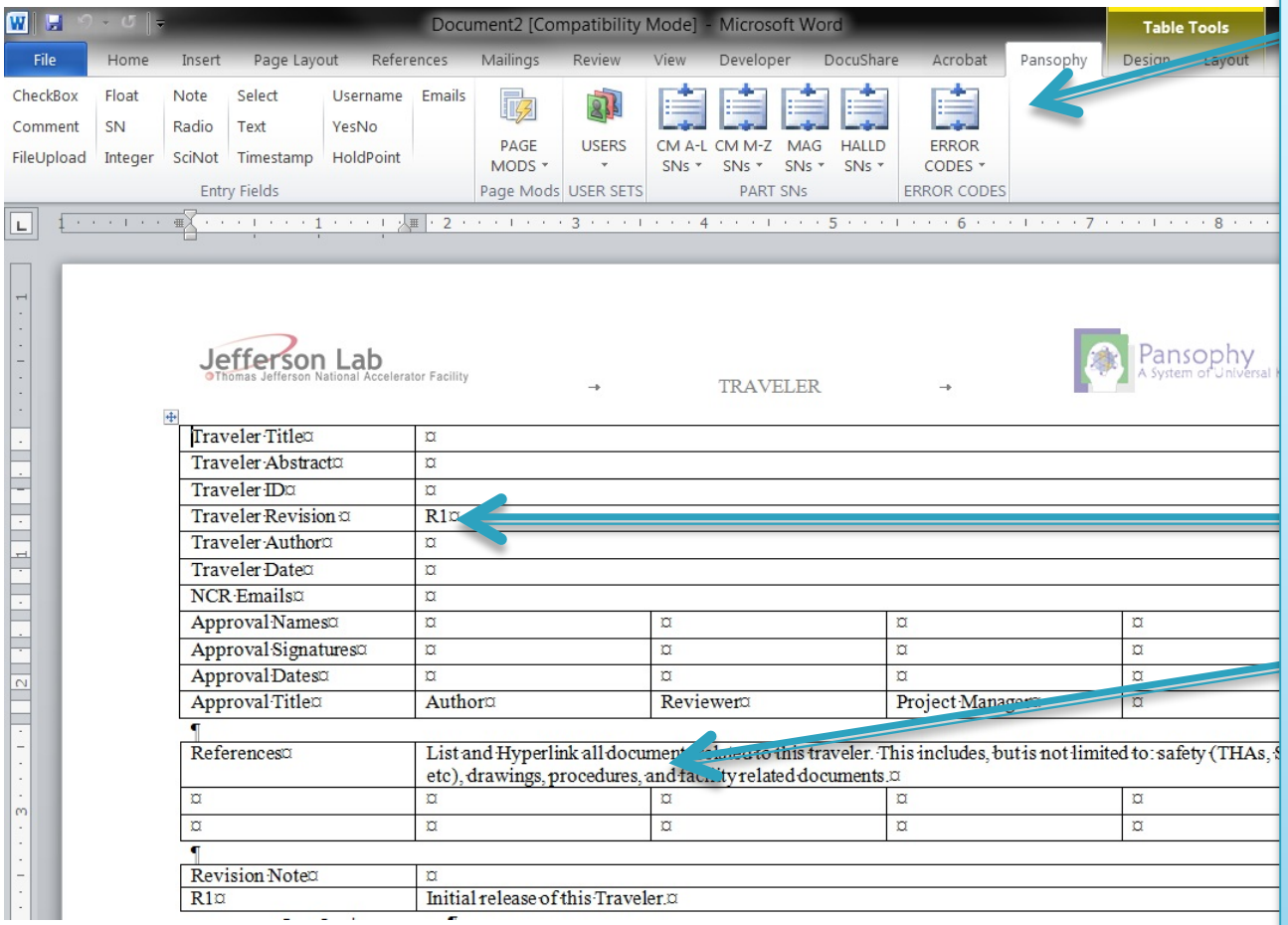
Create A New Traveler…

To create a new Traveler:

- Select **File** Tab
- Select **New**
- Select **My templates**
- Select **Traveler Template**



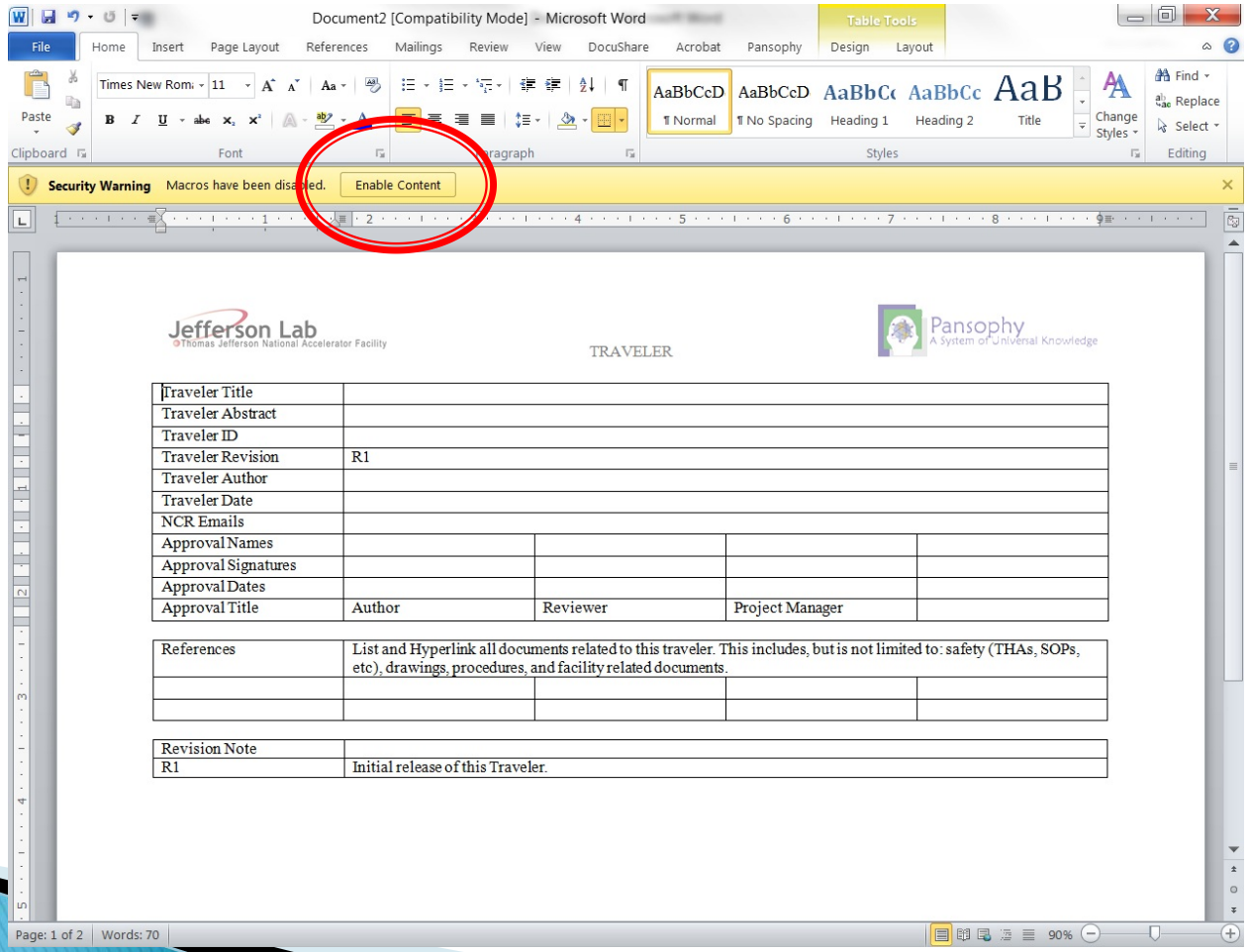
Traveler Creation



- Word template, macro enabled
- User/Engineer Authored
- Process Steps and data Inputs defined
- Version controlled
- Links to Procedures, drawings and safety documentation

Enabling the Traveler Template…

Don’t forget to enable the Macros

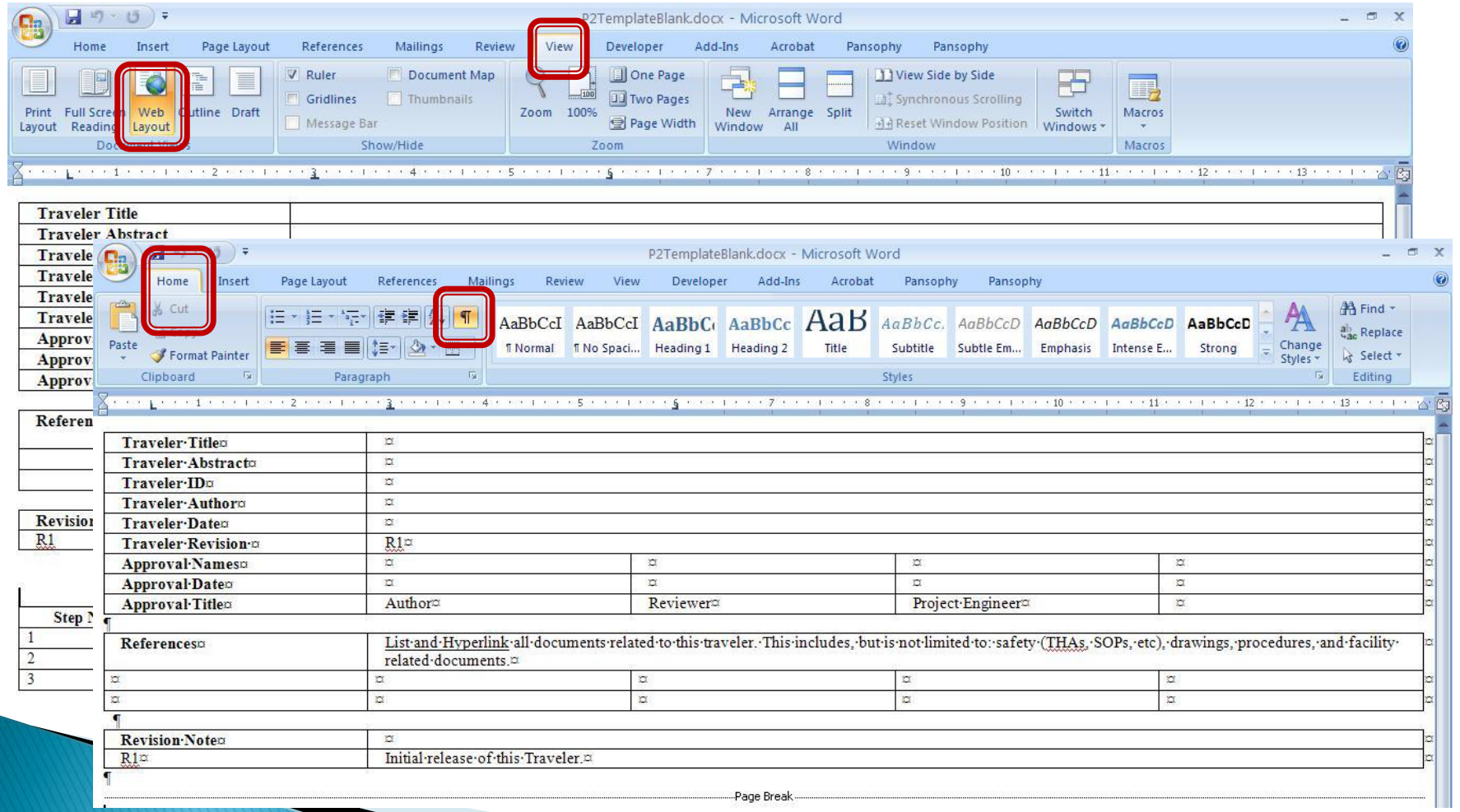


Authoring Topics

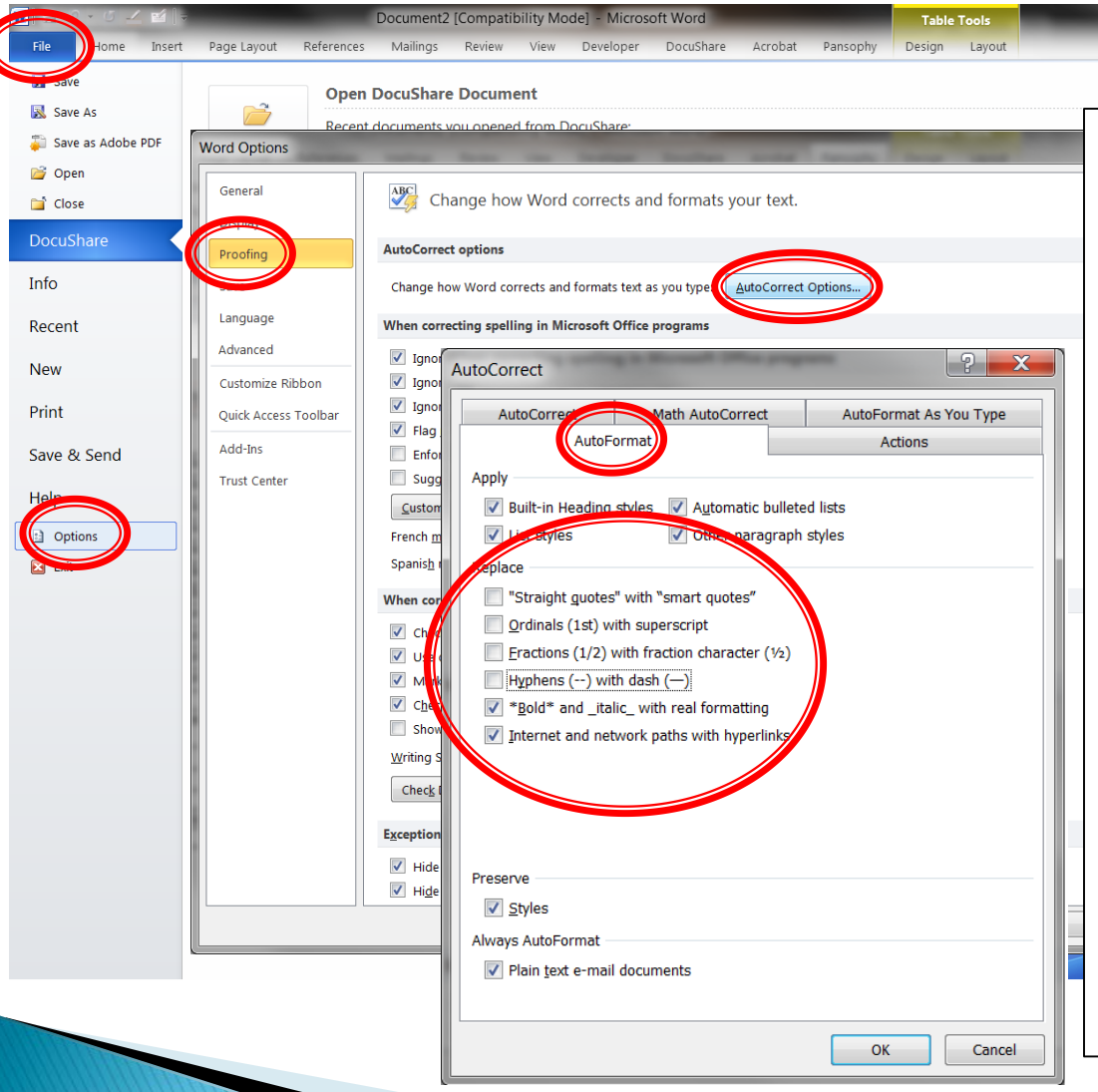
- Traveler Conversion Process
- Attach Traveler Template (MSWord 2010)
- **MSWord 2010 Tips (Tables; Pictures; Links)**
- Pansophy Ribbon
- Traveler ID
- Traveler Header Page
- Variable Names
- Do's and Don'ts

General Authoring hints: Change Your View

- Change to **Web Layout** on the **View** ribbon and select the **Show/Hide Symbols** icon on the **Home** ribbon to view Page Breaks and other hidden symbols.



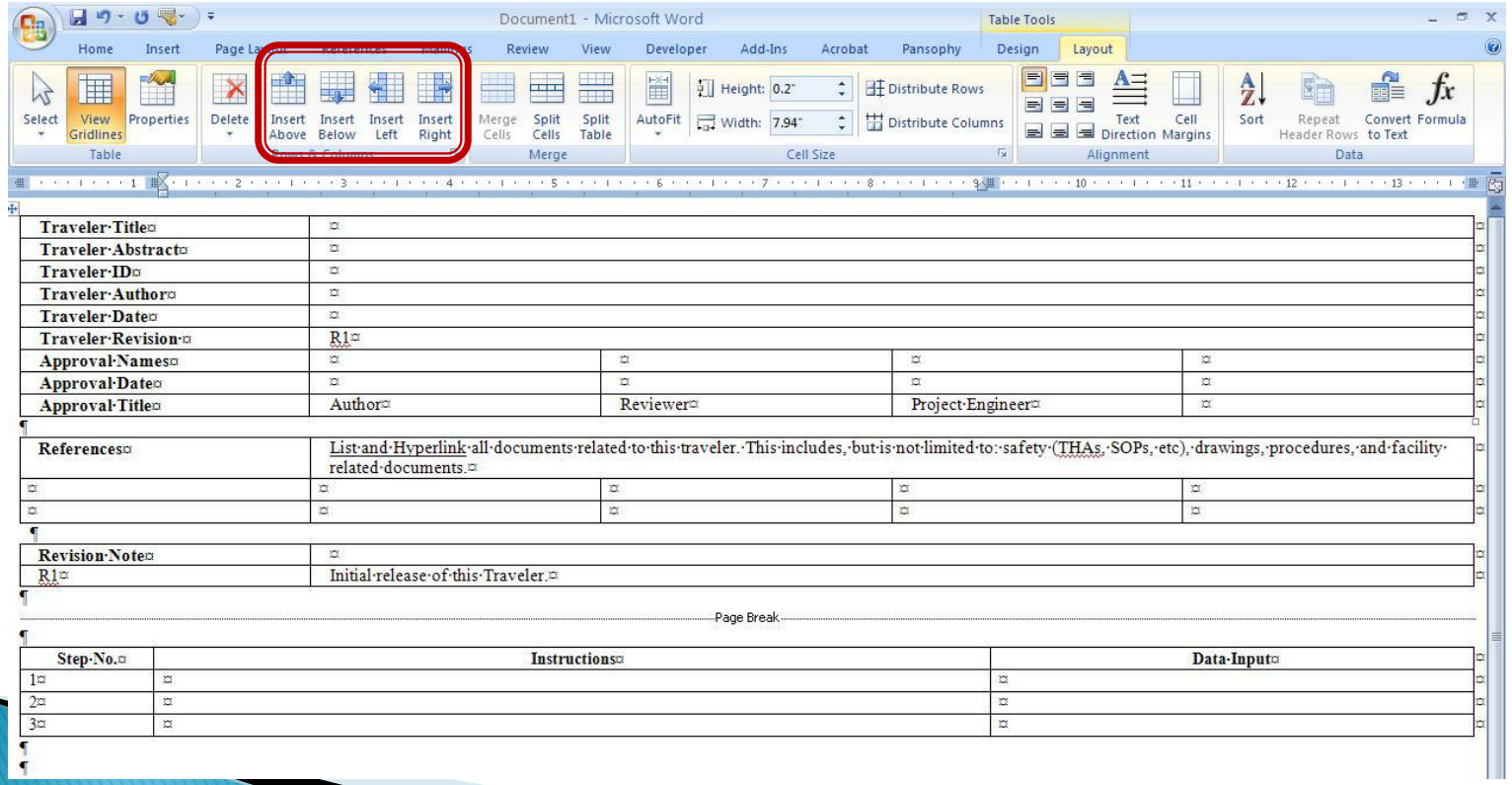
General Authoring hints: Turning Off Smart Tags



- Oracle will not accept MSWord's Smart Tags.
- From Inside MSWord 2010
  - Either when creating a new document from the template
  - OR editing an older document.
- Select **FILE**
- Select **OPTIONS**
- On "Word Options" Pop-Up window
  - Select **Proofing**
  - Select **AutoCorrect Options..**
- On "AutoCorrect" Pop-Up windows
  - Select **AutoFormat** tab
  - Under **Replace**: **un-select** checkboxes for; smart quotes, ordinals, fractions and hyphens.
- Select OK's to exit

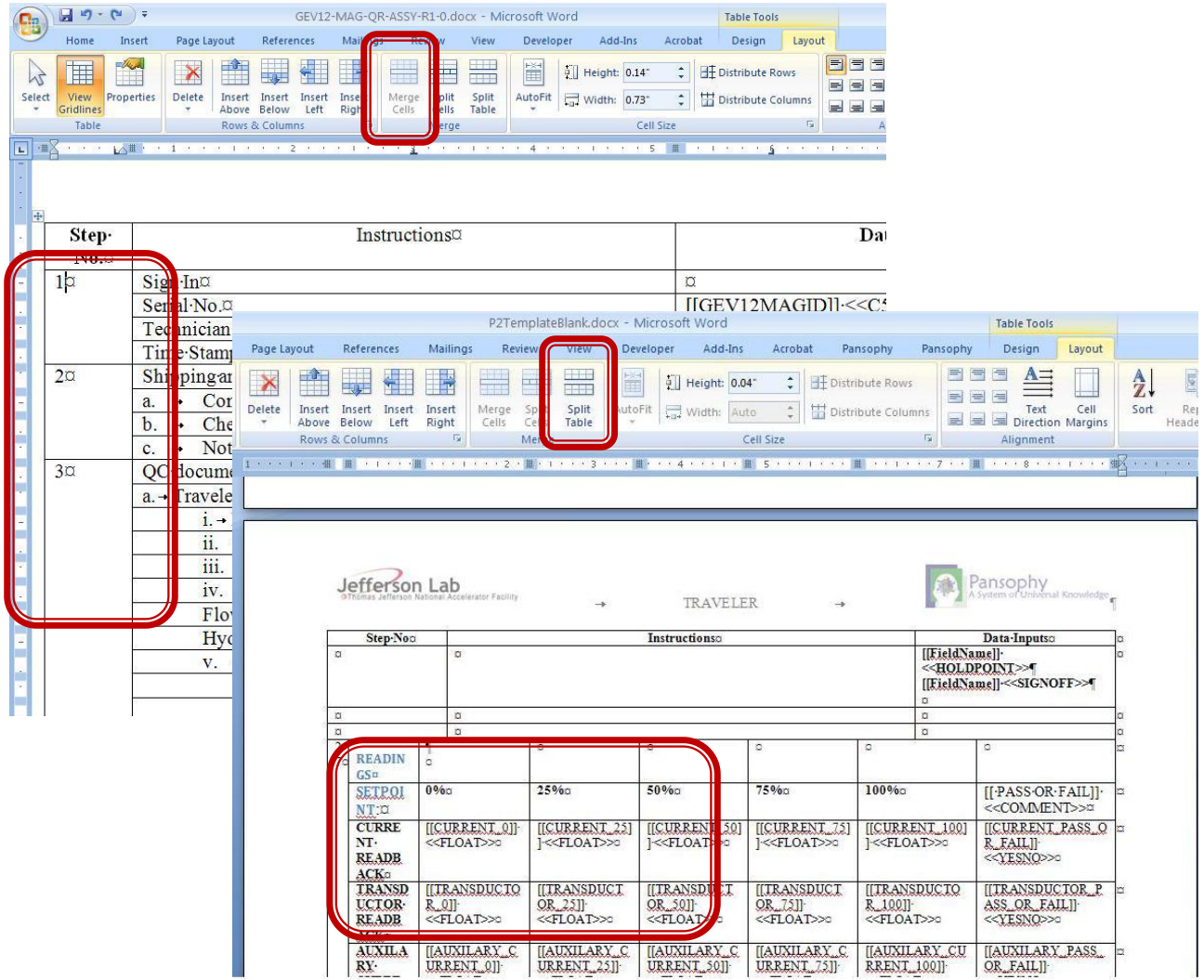
Working with Tables

- **Inserting a Row**: to insert a step, please utilize **the table tab** to insert a **row above/below**. Be aware of where your **cursor** is located, because the insert will use that point as the reference for adding the additional row.



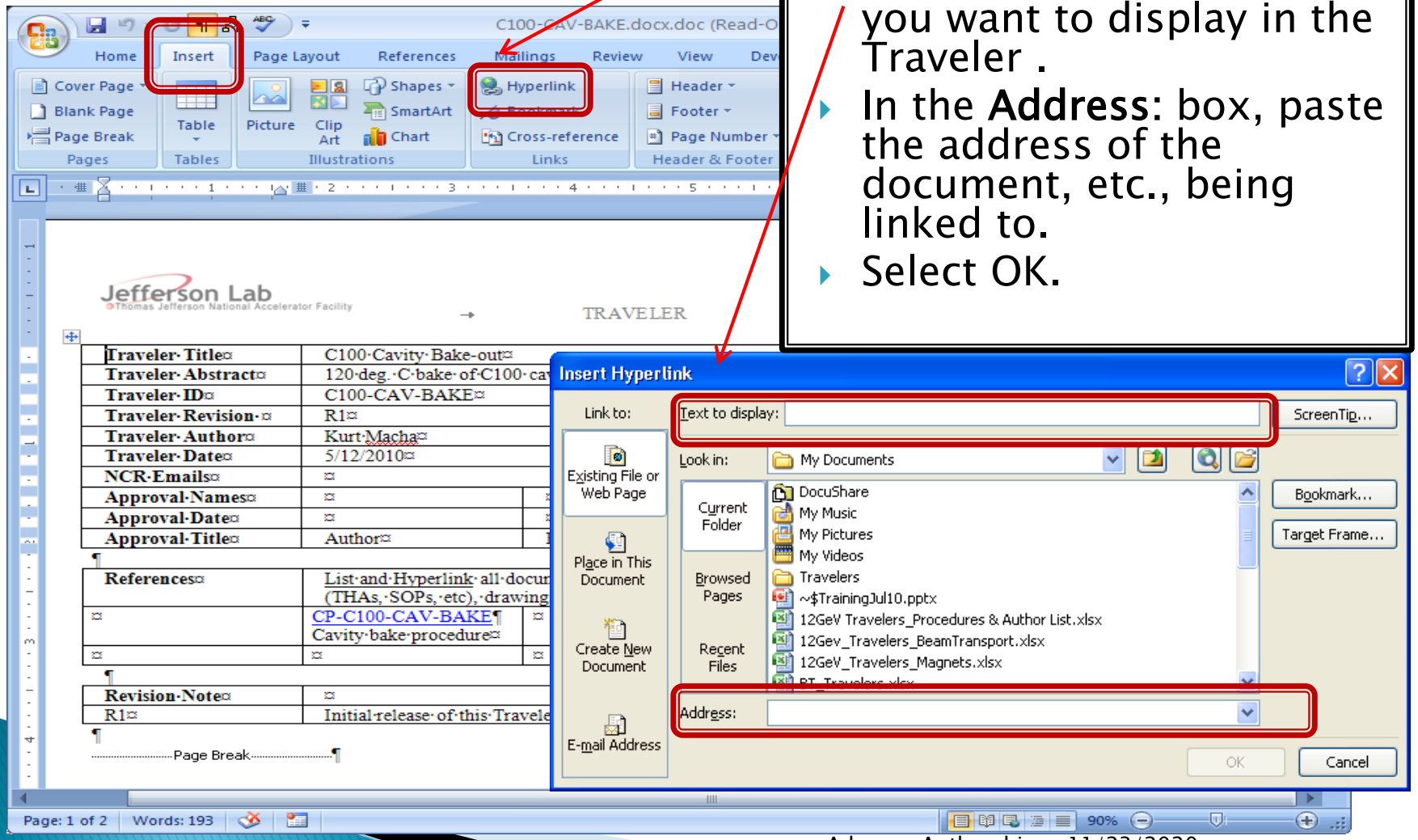
Working With Tables (cont.)

- Merging cells
- Splitting Cells



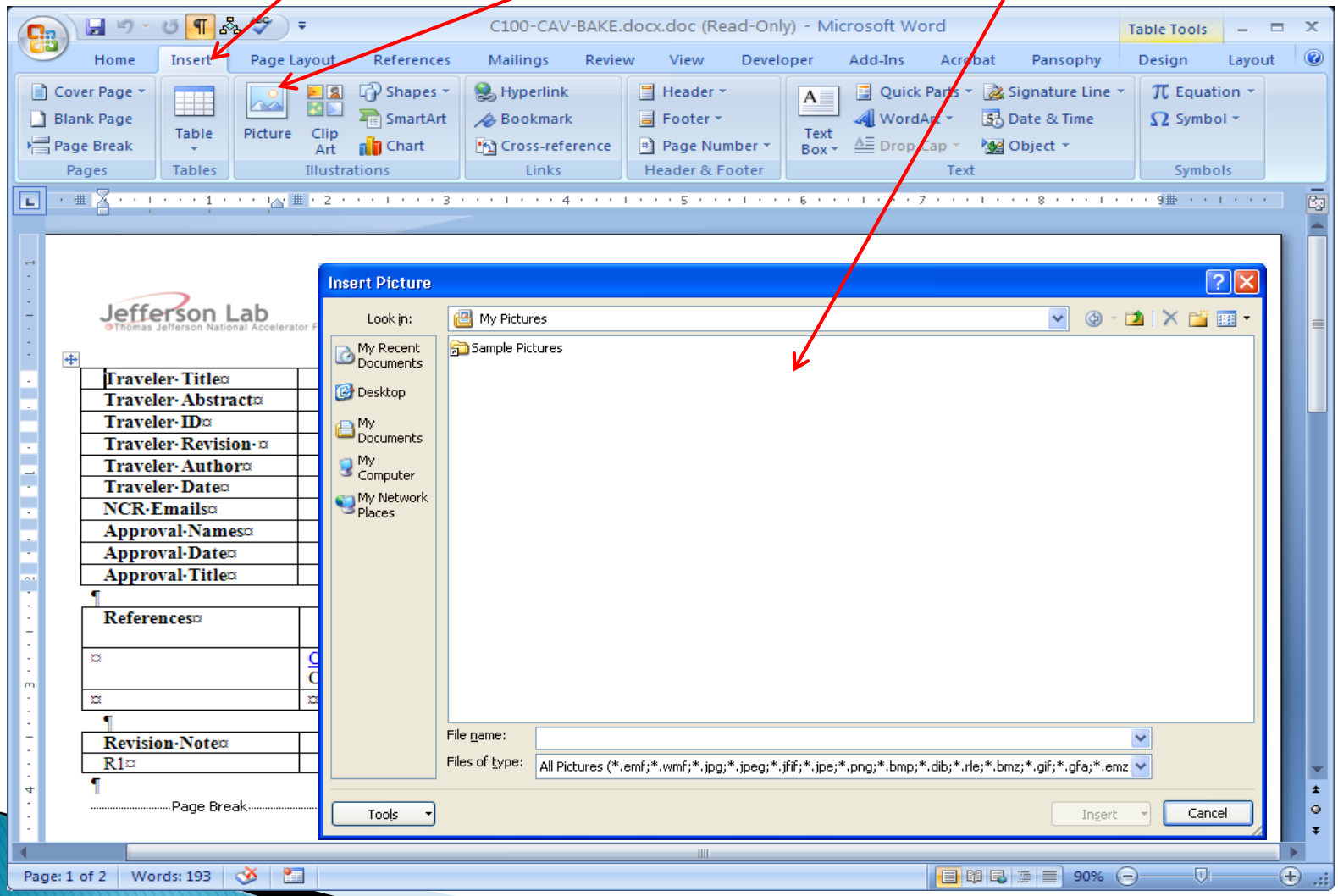
Inserting Hyperlinks

- From the **Insert** Tab, select **Hyperlink.**
- In the **Text to display:** box, enter the text that you want to display in the Traveler .
- In the **Address:** box, paste the address of the document, etc., being linked to.
- Select OK.



Inserting Pictures/Drawings

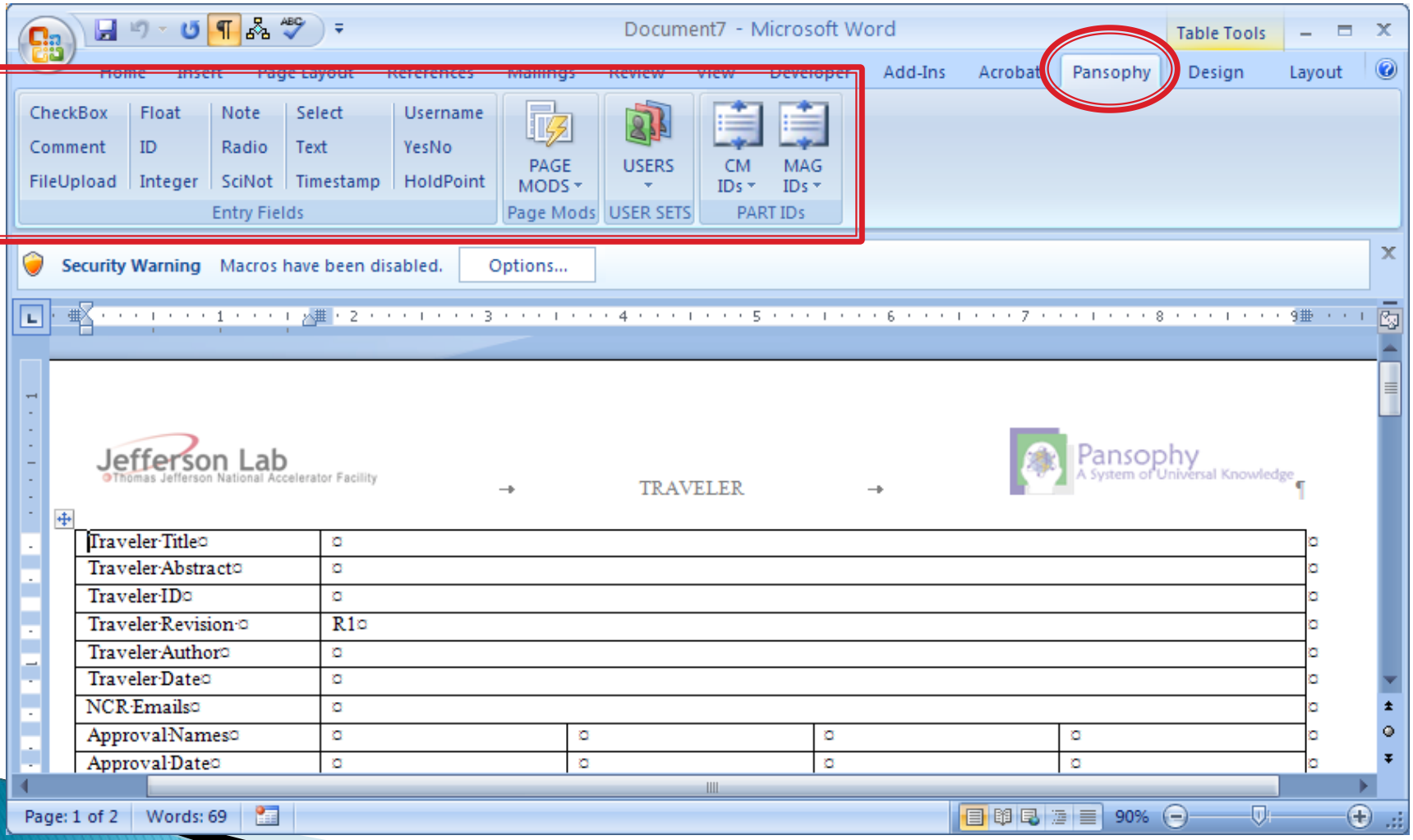
- From the **Insert** tab, select **Picture**, then select your picture.



Authoring Topics

- Traveler Conversion Process
- Attach Traveler Template (MSWord 2010)
- MSWord 2010 Tips (Tables; Pictures; Links)
- **Pansophy Ribbon**
- Traveler ID
- Traveler Header Page
- Variable Names
- Do's and Don'ts

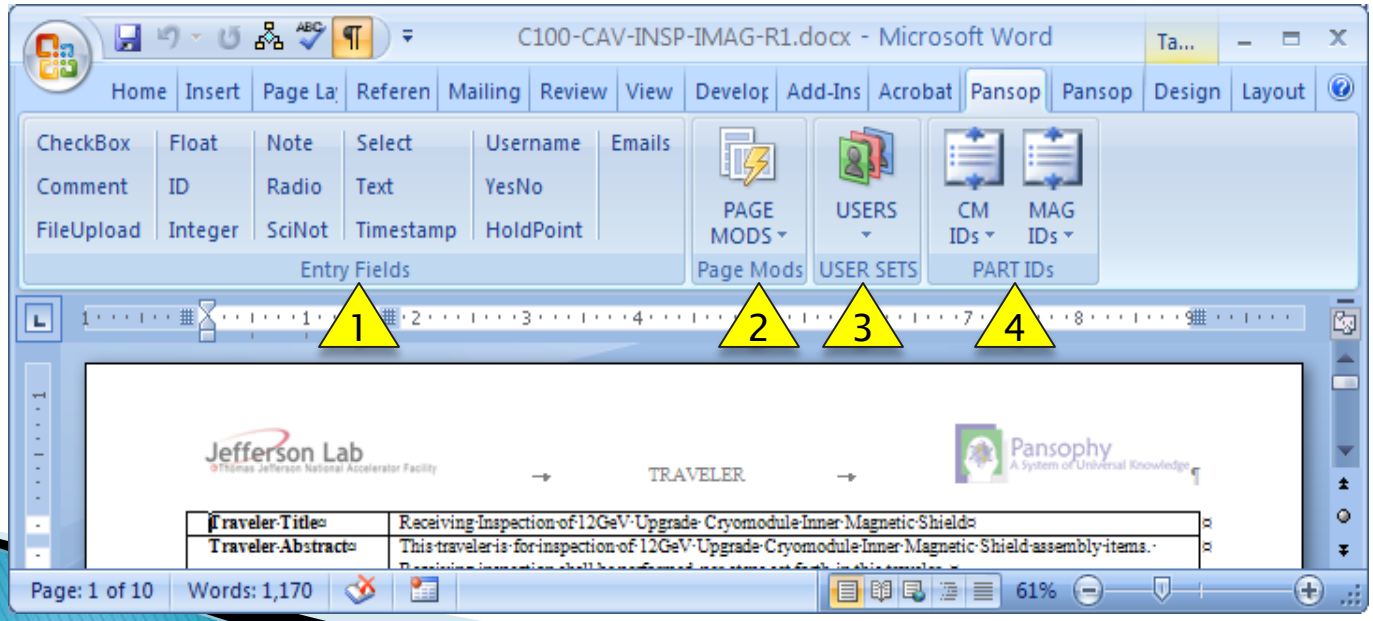
The Pansophy Ribbon



Ribbon Overview

This will display the Traveler Ribbon which provides:

1. **Entry Fields** for the FieldNames inserted in the right column of the traveler.
2. **Page Mods** button which has the manual page breaks and new tables.
3. **USER SETS** button with various user lists that appear as dropdowns in the traveler.
4. **PART SNs** buttons with SN lists that appear as dropdowns in the traveler.



Entry Fields

- Are the **only valid input types** for travelers
- Are used to collect the data entered in the traveler
- Formats:

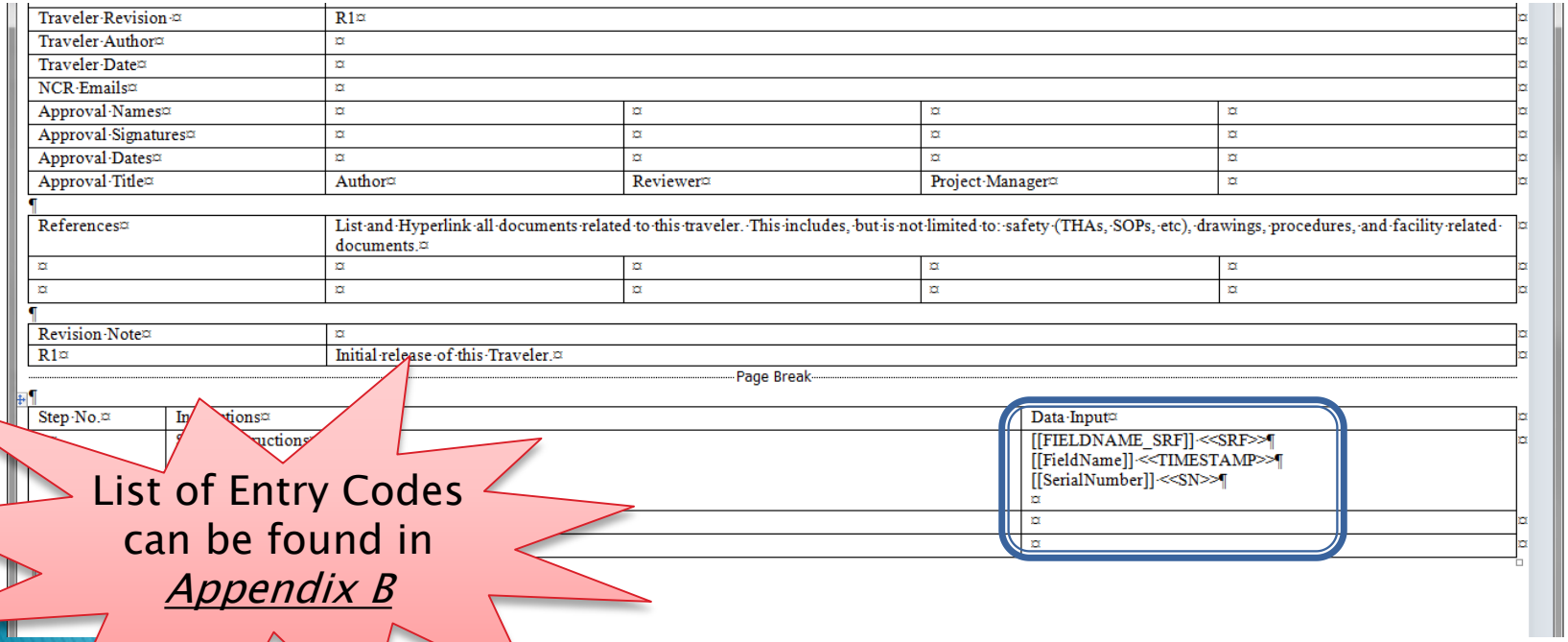
[[FIELDNAME]]<<FIELDTYPE>>

[[FIELDNAME]] {{CHOICE1,CHOICE2,…}} <<FIELDTYPE>>

- [[FIELDNAME]], in square brackets, is the variable name used for display on the web page and the column name in the Oracle database
- <<FIELDTYPE>>, in angle brackets, is the type of input (ex. Float, text, timestamp)
- {{CHOICE1,CHOICE2,…}}, user types choices for a select menu or radio boxes
- A complete list of Entry Codes can be found in ***Appendix B***

Entering Codes

- To add a TRAVELER CODE to your Traveler, place your cursor where you would like the CODE to be positioned, then select the type of CODE from the Pansophy Ribbon



Traveler Revision	R1			
Traveler Author				
Traveler Date				
NCR Emails				
Approval Names				
Approval Signatures				
Approval Dates				
Approval Title	Author	Reviewer	Project Manager	

References	List and Hyperlink all documents related to this traveler. This includes, but is not limited to: safety (THAs, SOPs, etc), drawings, procedures, and facility related documents.			

Revision Note	
R1	Initial release of this Traveler.

Page Break

Step No.	In tions	Data Input
	uctions	[[FIELDNAME_SRF]]<<SRF>>¶ [[FieldName]]<<TIMESTAMP>>¶ [[SerialNumber]]<<SN>>¶

List of Entry Codes can be found in *Appendix B*

Radio & Select (Special Codes)

- [[FieldName]] {{CHOICE1,CHOICE2,CHOICE3}} <<RADIO>>
  - Radio buttons display the entire list of options with checkboxes
  - Only one option can be selected
  - FIELDNAME – change (follow the rules)
  - CHOICE(s) – user supplied choices
  - Examples:

[[HOMPosition]] {{top,bottom,left,right}} <<RADIO>>
[[HOMPosition]] {{Top Left,Top Right,BottomLeft,BottomRight}} <<RADIO>>

- [[FieldName]] {{CHOICE1,CHOICE2,CHOICE3}} <<SELECT>>
  - Select Menu will display a pull-down (select) list of user supplied options
  - FIELDNAME – change (follow the rules)
  - CHOICE(s) – user supplied choices
  - Examples:

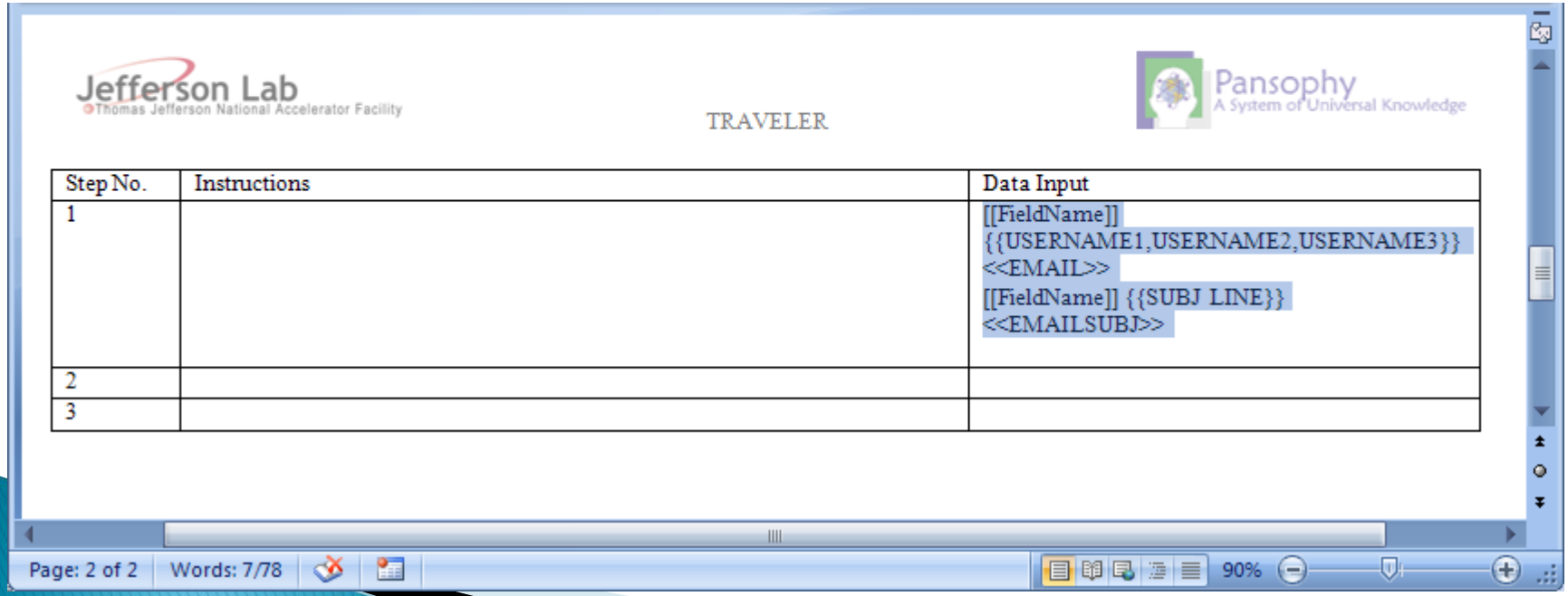
[[VTAOperator]] {{mine,yours,ours}} <<SELECT>>
[[TestNumber]] {{First,Second,Last}} <<SELECT>>

NOTE (Special Codes)

- A NOTE is used to notify the programmer with special instructions **[[FIELDNAME]] <<NOTE>>**
- A Note can be used for
  - Automated Calculations
  - Automated Decision making
- Replace [[FIELDNAME]] with a brief description of programming modification being requested
- Examples
  - **[[Calculate a value Z based on inputs X and Y from the current page]] <<NOTE>>**
  - **[[If value is measured outside of the designated tolerances check the appropriate box for out-of-tolerance]] <<NOTE>>**
- Don't forget to put an input code to receive the calculated value

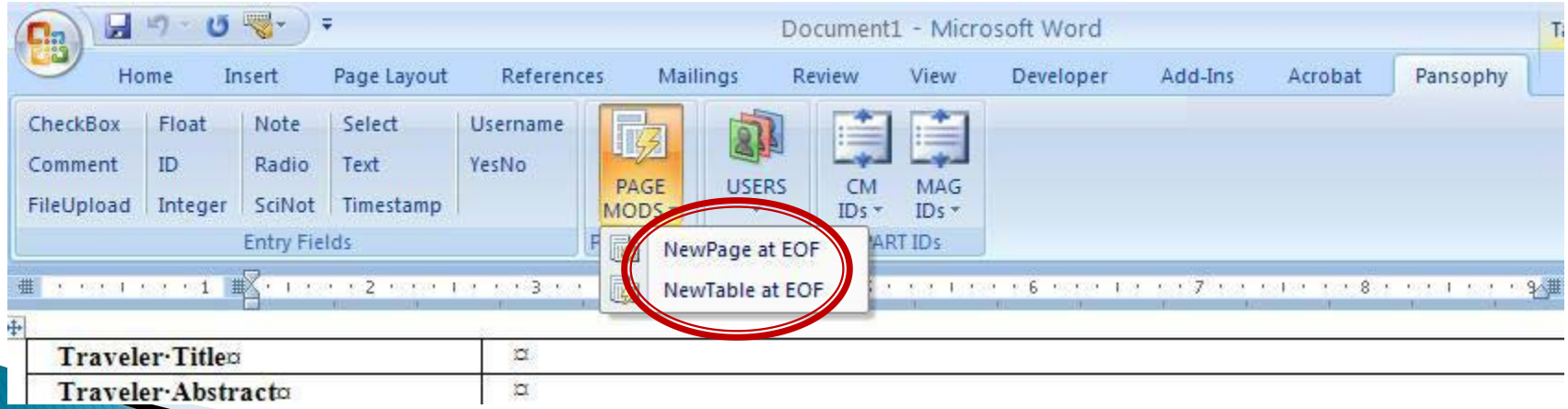
EMAIL (Special Codes)

- Allows for a subject line used to inform receiver why email was sent.
- Must use same Field Name for both lines of the Entry Fields

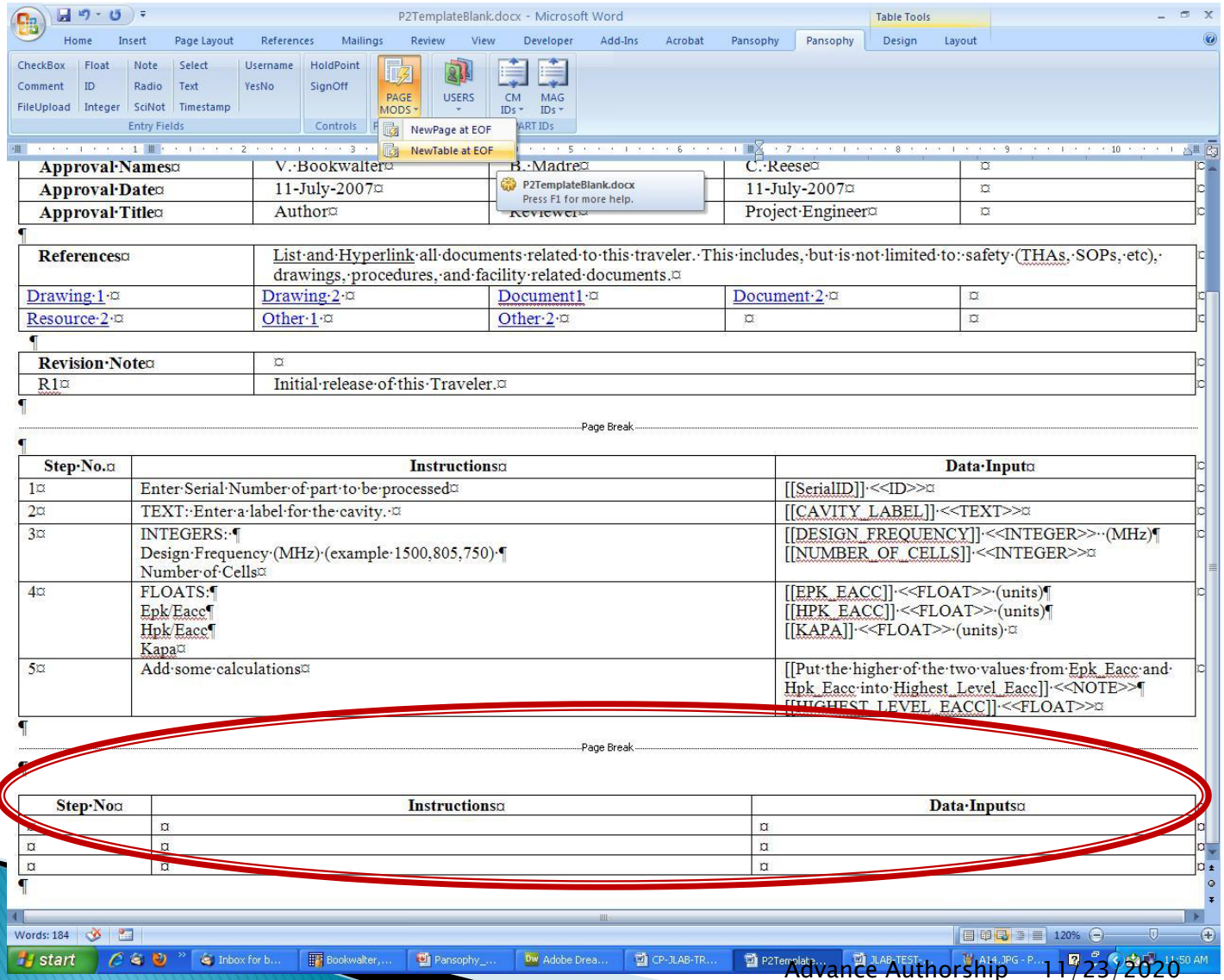


Page Mods

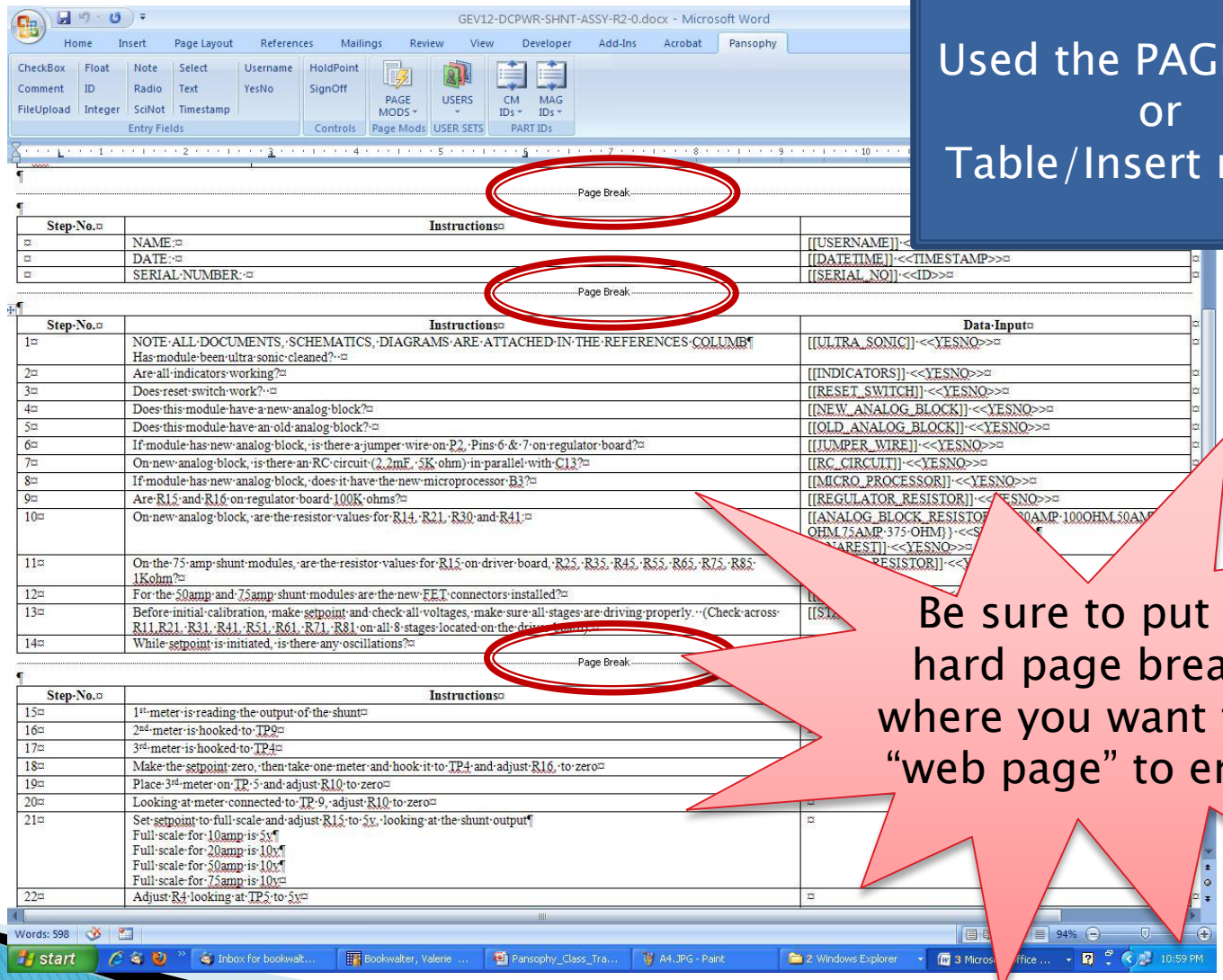
- When you have finished entering data for the current page and want to start a new page, you must enter a hard page break and a new table. This is accomplished by selecting the **Page Mods -> New Table at EOF**.
- The EOF stands for End Of File. This traveler code will insert a hard page break and a preformatted table into your traveler at the very end of the document.



New Table at EOF



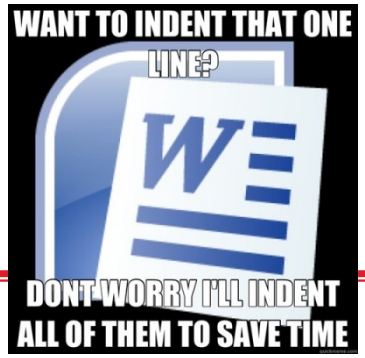
Page Breaks & New Tables



Used the PAGE MODS
or
Table/Insert ribbons

Be sure to put a hard page break where you want the "web page" to end.

Traveler Editing (MSWord)



Do's

- Do Keep the pages from being too long with page breaks.
- Do place hard page breaks at the end of each page
- Do edit in WEB VIEW
- Do turn off Word Smart Tags
- Do turn on SHOW hidden characters
- Do use the NewTable button to insert a table after each page break

Don'ts

- Don't place text outside a table
- Don't place more than one table on a page (embed tables)
- Don't put extra lines/spaces
- Don't use smart quotes/tabs/spaces (turn them off)

Notes

- Hard page breaks signify the end of the display web page.
- A hard page break is required after the header page.

Authoring Topics

- Traveler Conversion Process
- Attach Traveler Template (MSWord 2010)
- MSWord 2010 Tips (Tables; Pictures; Links)
- Pansophy Ribbon
- **Traveler ID**
- Traveler Header Page
- Variable Names
- Do's and Don'ts

Traveler Name/ID

Traveler naming convention

PRJ-SYS-WCA-COMP[-COMP]

- Up to 5 levels
- each level allows up to 6 characters

Level 1: Project Acronym

Level 2: System Acronym

Level 3: Work Center / Activity Acronym

Levels 4 & 5: Component Acronym

Acronym Lists: complete listing in *Appendix E*

PRJ-SYS-WCA-COMP[-COMP]

PROJECT	Project Definition (NOUN)
BES	BES 400MHz Cavity
STP	STANDARD TRAVELER PROCEDURE
C100	12GEV CRYOMC
C12	C12 WORK
C50	C50 REFURBISH
C50R	C50 REFURBISH
HZB	HELMHOLTZ BE
ILC	INTERNATIONA COLLIDER
TORUS	HALL B TORUS
L2	PRODUCTION F PROJECT
L2P	PROTOTYPE SE II
L2Q0	Q0 SECTION OF
LCLS2	LCLS-II PROJEC (TESTING)

SYSTEM	System/Org (NOUN) (Top Level Cryomodule System / Component)
ACC	ACCELERATOR
CAV	CAVITY
CM	CRYOMODULE
CPR	CAVITY PAIR
CST	CAVITY STRING
CU	CRYO UNIT
D3	DETOURS ETC.
HALLD	HALL D (OF GEV12)
INJ	INJECTOR
INSR	INSPECTION SUMM
MAG	MAGNETS
NCR	NON-CONFORMANC
PHYS	PHYSICS

WCA	Work Center / Activit
ACTS	ACCEPTANCE TESTING
ASSY	ASSEMBLY
CHEM	CHEMISTRY
CLN	CLEANING
CMTF	CRYOMODULE TEST FACIL
COMM	COMMISSIONING
COOL	COOLDOWN
DISA	DISASSEMBLY
FAB	FABRICATION
INSP	INSPECTION
INST	INSTALLATION

COMPONENTS	
BPIP	VBV
COAX	VLV
DGLG	VPFT
DLCF	VV
DLWF	WINW
DLWN	WNCR
GTV40	WNEY
GTVC	WINW
GTVW	WNCR
GVWF	WNEY
HOME	FMAP
HOML	FORM
IMAG	FPFT
INAD	FPC
TUNC	FRST
TUNW	FPSP

Authoring Topics

- Traveler Conversion Process
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- Traveler ID
- **Traveler Header Page**
- Variable Names
- Do's and Don'ts

Traveler Header page *Author Actions*

The Traveler Header, or the first page of the traveler, numbered 0 in Pansophy, contains the traveler identification information.

While filling out the traveler header information make sure to:

1. Enter the date is in day-month-year format: dd-Mmm-yyyy, i.e., 27-Jun-2010
2. Enter the portion of the email address before the @ symbol, in the NCR email fields. Listed in this field should be anyone who needs to receive an email if an NCR is generated from this traveler.

Traveler Title	HZB GUN CAVITY INSPECTION TRAVELER			
Traveler Abstract	This traveler captures the data generated from visual and dimensional inspection of the cavity			
Traveler ID	HZB-CAV-INSP-GUN			
Traveler Revision	R3			
Traveler Author	Andrew Burrill			
Traveler Date	10-Oct-2013			
NCR Emails	aburrill,carpente,kneisel			
Approval Names	A. Burrill	B. Carpenter	P. Kneisel	
Approval Signatures				
Approval Dates	10-Oct-2013	10-Oct-2013	10-Oct-2013	
Approval Title	Author	Reviewer	Project Manager	

References	List and Hyperlink all documents related to this traveler. This includes, but is not limited to: safety (THAs, SOPs, etc), drawings, procedures, and facility related documents.			
Gun1 Dimensional Inspection Drawing				

Revision Note	
R1	Initial release of this Traveler.
R2	Addition of field probe flange heights as well as modification of inspection drawing to include flange identification
R3	Additional measurements added to allow for better characterization of the cavity

Traveler Header page *Author Actions*

1. List and hyperlink all documents related to this traveler in the Reference section; one document per field.
2. Fill in the Revision Note with changes made to the traveler in that revision. Use a new line for subsequent revisions. Do not delete R1 to use the original line for the next revision.
3. Make sure there is a manual page break at the end of the Header Information page. Using the Page Mods Entry Point and selecting "New Page at EOF" will provide required page break.

Traveler Author	Andrew Burrill			
Traveler Date	10-Oct-2013			
NCR Emails	aburrill,carpente,kneisel			
Approval Names	A. Burrill	B. Carpenter	P. Kneisel	
Approval Signatures				
Approval Dates	10-Oct-2013	10-Oct-2013	10-Oct-2013	
Approval Title	Author	Reviewer	Project Manager	

References	List and Hyperlink all documents related to this traveler. This includes, but is not limited to: safety (THAs, SOPs, etc), drawings, procedures, and facility related documents.			
Gun1 Dimensional Inspection Drawing				

Revision Note	
R1	Initial release of this Traveler.
R2	Addition of field probe flange heights as well as modification of inspection drawing to include flange identification
R3	Additional measurements added to allow for better characterization of the cavity

Traveler Header Page

Do's

- Do fill in all areas
- Do give a descriptive Title
- Do verify Traveler Id against Acronym Master Listing (ask for assistance)
- Do put at least on NCR email name, use JLab user names (max 8 characters)
- Do put a comma separated list, no spaces, for multiple NCR email names
- Do put REFERENCE documents, with links, including safety documents, procedures and drawings
- Do put all dates in the Date Format day-mon-year DD-MMM-YYYY 15-Jan-2015
- Do document changes between revisions; each revision MUST have a revision comment

Don'ts

- Don't put data entry points on header page
- Don't FORMAT header page (no bold, colors, etc.)

Notes

- Reference documents should be in DocuShare, ENGR document repository on the M:drive, no personal computer drives

Authoring Topics

- Traveler Conversion Process
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- Traveler Header Page
- **Variable Names**
- Do's and Don'ts

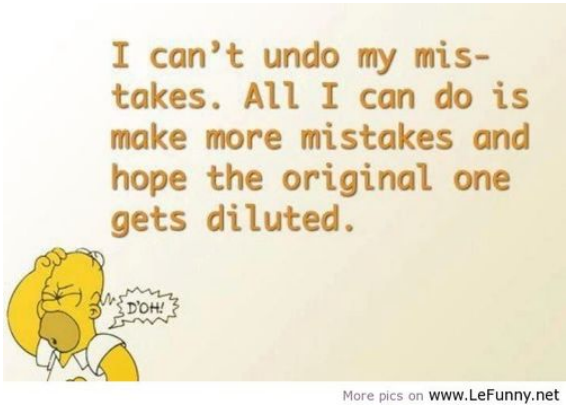
FieldNames (or VarNames)

[[FieldNames]] found in Entry Codes will become the "display" name and the "database" name for the variable.

- Must be **unique** within the traveler
  - Use numbers to distinguish between common components (Cavity1, Cavity2, …)
- Letters, numbers, underscores ONLY!
  - **Camel Case** is preferred [[ThisIsAValidFieldName]]
  - Underscores are allowed [[Cavity_1]] [[Cavity_2]]
- Be **specific**
- Be **descriptive**. [[Technician]]1 does not explain what step is being completed; [[VacuumTech]] is more descriptive.

Authoring Topics

- Traveler Conversion Process
- Attach Traveler Template (MSWord 2010)
- MSWord 2010 Tips (Tables; Pictures; Links)
- Pansophy Ribbon
- Traveler ID
- Traveler Header Page
- Variable Names
- **Do's and Don'ts**



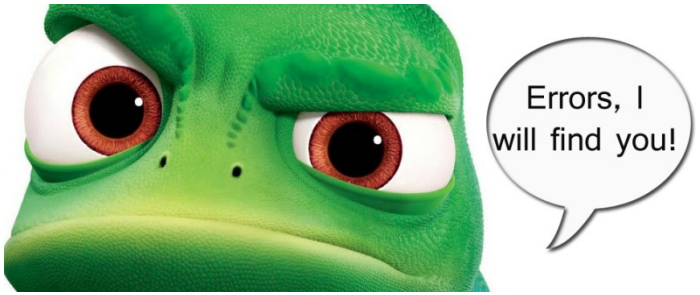
Traveler Writing (SNs & Entry Fields)

Do’

- Do have at least one input per page
- Do use at least one Serial Number on page 1
- Do use Serial Numbers from the **SN Acronym listing**
- Do use user-defined radio buttons & pull-down menus where appropriate (reduces typing errors and enhanced searchability)

Don’ts

- Don't put more than one entry field on a line (stack vertically or separate with cells)
- Don’t change FIELDTYPE between greater-than / less-than characters <<FIELDTYPE>> ex. <<FLOAT>>



Notes

- If a part does not have an acronym on the SN master list, please **email request to pansophy@jlab.org**
- The first SN on page 1 will be used at the identifying SN for the traveler
- A Complete list of SNs can be found in ***Appendix C***

Traveler [[FIELDNAMES]]

Important!

Do's

- Do change [[FIELDNAME]] to a **unique, specific and meaningful entry point name** (variable name)
- Do maintain consistency, comprehensibility, and searchability when creating [[FIELDNAME]]
- Do use CamelCase for [[FIELDNAME]] ex LeakTestInitial, VisualSapphirePass
- Do use only letters, numbers, and underscores in the field name
- Do use unique event-describing [[FIELDNAME]] ex: [[WeldTech]] better than [[Tech1]]

Don'ts

- **Don't format [[FIELDNAME]]** no sub/sup scripts, italics, colors
- Don't start [[FIELDNAME]] with number
- Don't use more than 30 characters for a [[FIELDNAME]]
- Don't use Oracle Database Reserved Words for [[FIELDNAME]] (see ***Appendix E***)
- Don't use spaces, special characters except underscore (_) in [[FIELDNAME]]

Authors to do list

Do ask for assistance when you need it!

Do use

- the User Guides
- Traveler and Document Control Procedures
- These Training slides and Appendicies

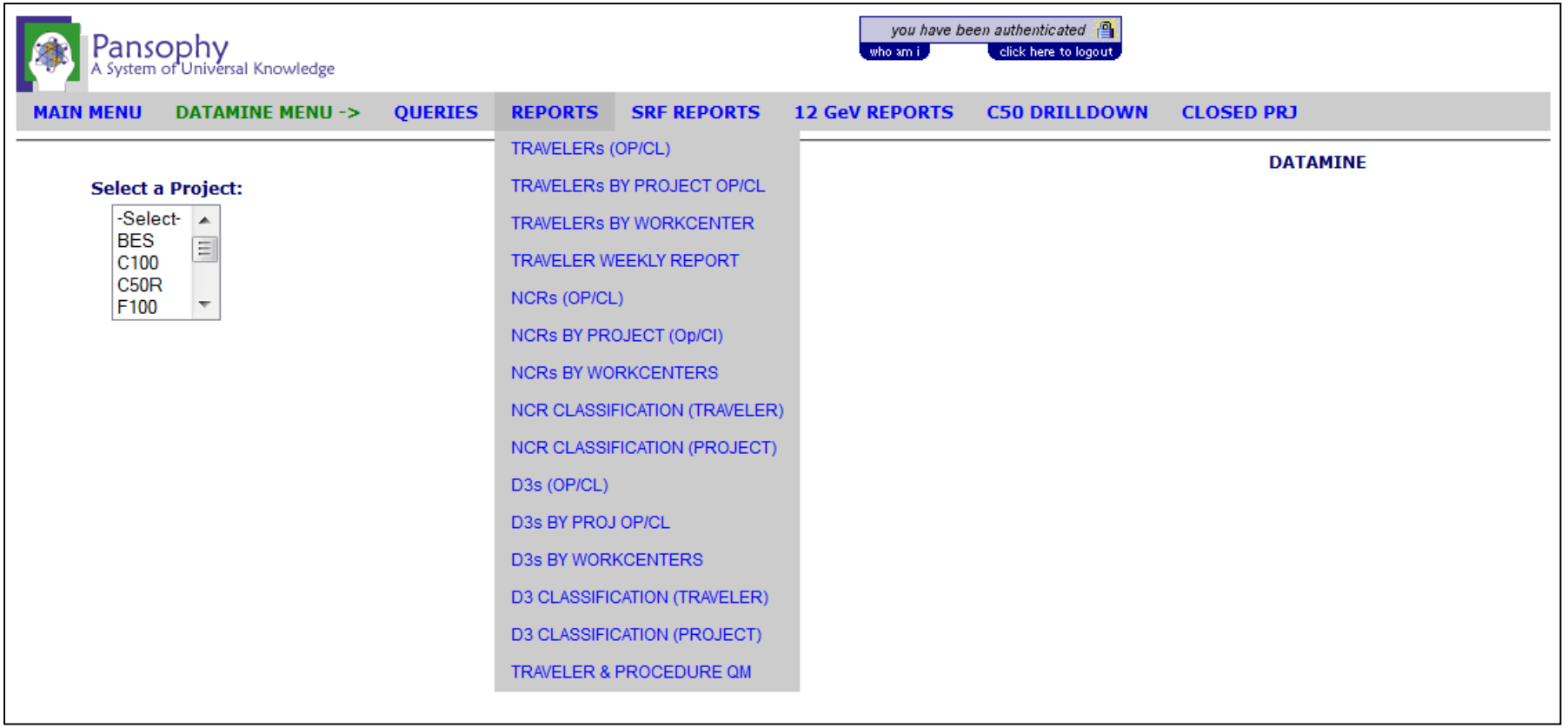
Appendices

A. Data Mining: Reports & Queries
B. The Pansophy Entry Codes (Input Types)
C. The Serial Number Acronyms (SNs)
D. The Traveler / Procedure Acronym Listing
E. Oracle Reserved Words Do not use for [[FIELDNAMES]]

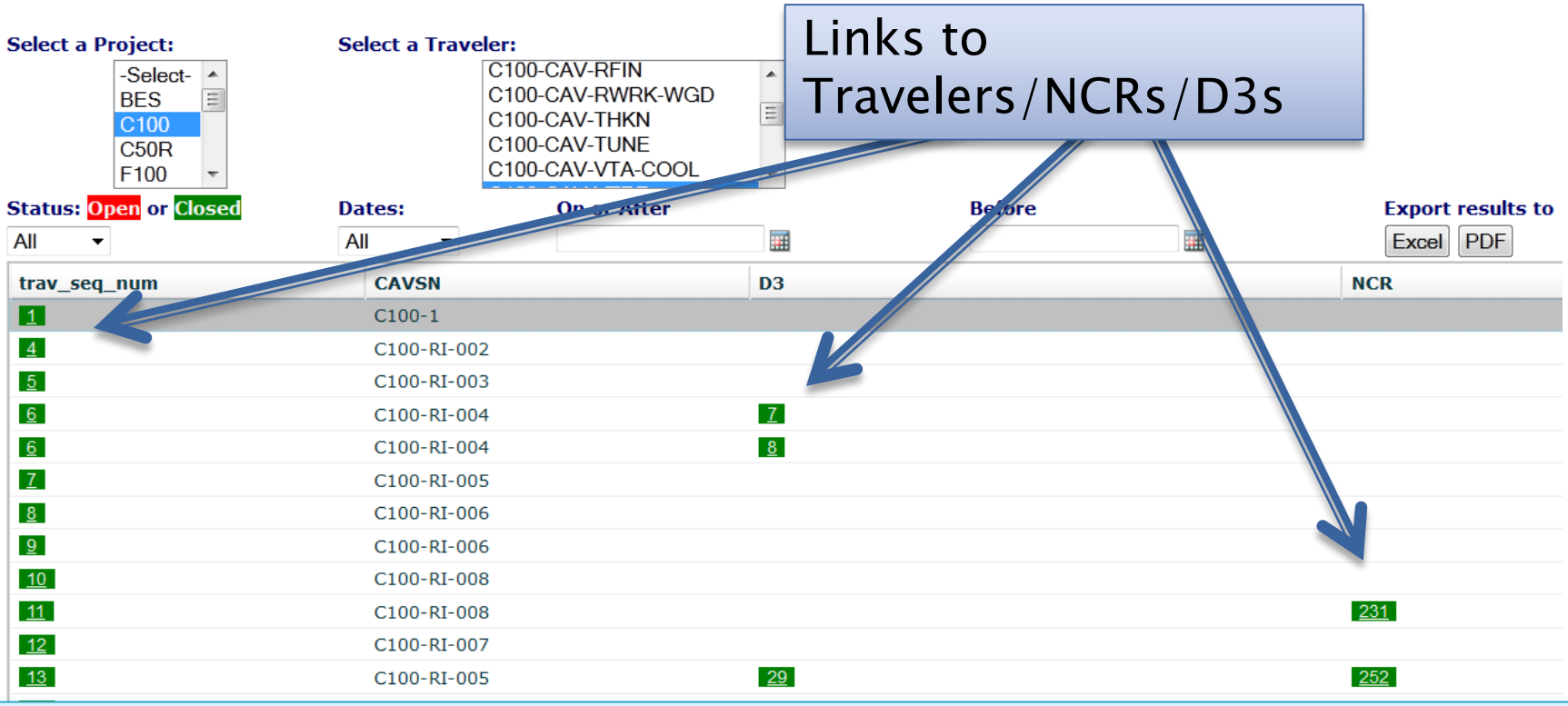
Appendix A

- Data Mining : Reports & Queries

Data Mining Menu (Reports)



TRAVELERs (OP/CL)



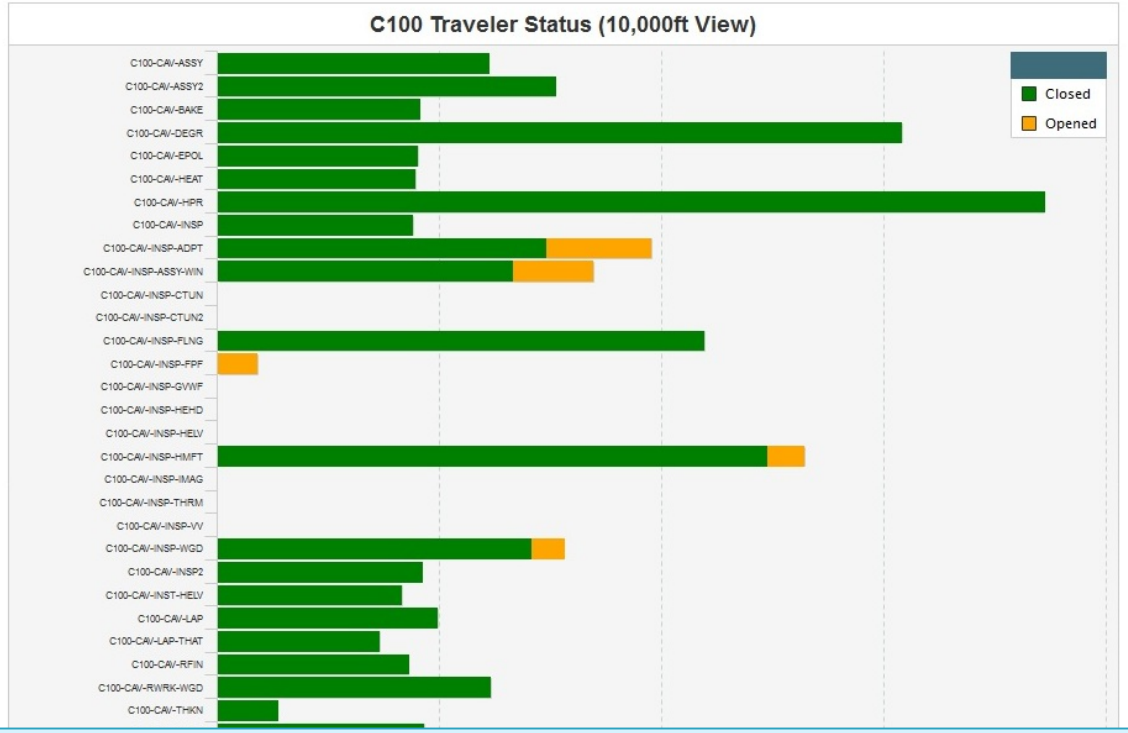
General View: Lists all instantiations and open/close stats for the selected traveler

TRAVELERs BY PROJECT OP/CL

Select a Project:

BES
C100
C50R
F100
GEV12

Link	Opened	Closed
C100-CAV-ASSY		122
C100-CAV-ASSY2		152
C100-CAV-BAKE		91
C100-CAV-DEGR		308
C100-CAV-EPOL		90
C100-CAV-HEAT		89
C100-CAV-HPR		372
C100-CAV-INSP		88
C100-CAV-INSP-ADPT	47	148
C100-CAV-INSP-ASSY-WIN	36	133
C100-CAV-INSP-CTUN		
C100-CAV-INSP-CTUN2		
C100-CAV-INSP-FLNG		219
C100-CAV-INSP-FPF	18	
C100-CAV-INSP-GVWF		
C100-CAV-INSP-HEHD		
C100-CAV-INSP-HELV		
C100-CAV-INSP-HMFT	17	247
C100-CAV-INSP-IMAG		
C100-CAV-INSP-THRM		
C100-CAV-INSP-VV		
C100-CAV-INSP-WGD	15	141
C100-CAV-INSP2		92
C100-CAV-INST-HELV		83



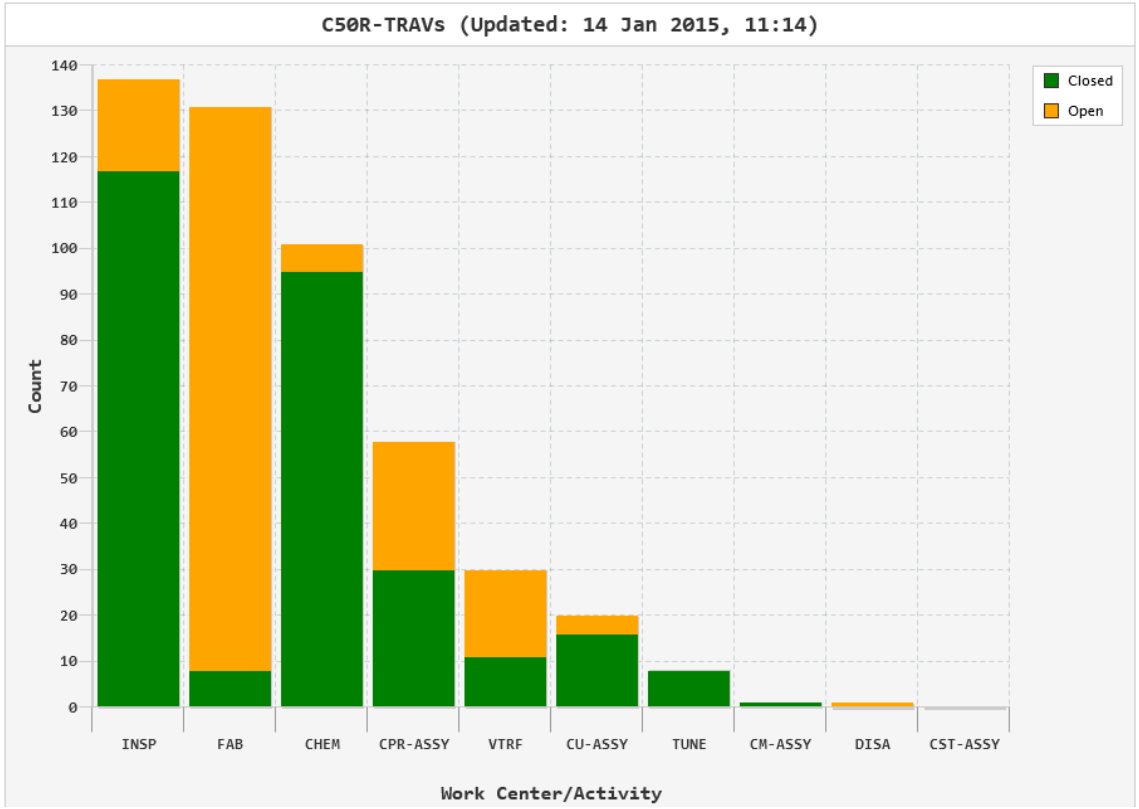
Project Management : Traveler view of open/close and number of instantiations.
Drill down to Traveler Query

TRAVELERs BY WORKCENTER

DATAMINE

Work Center TRAV Status

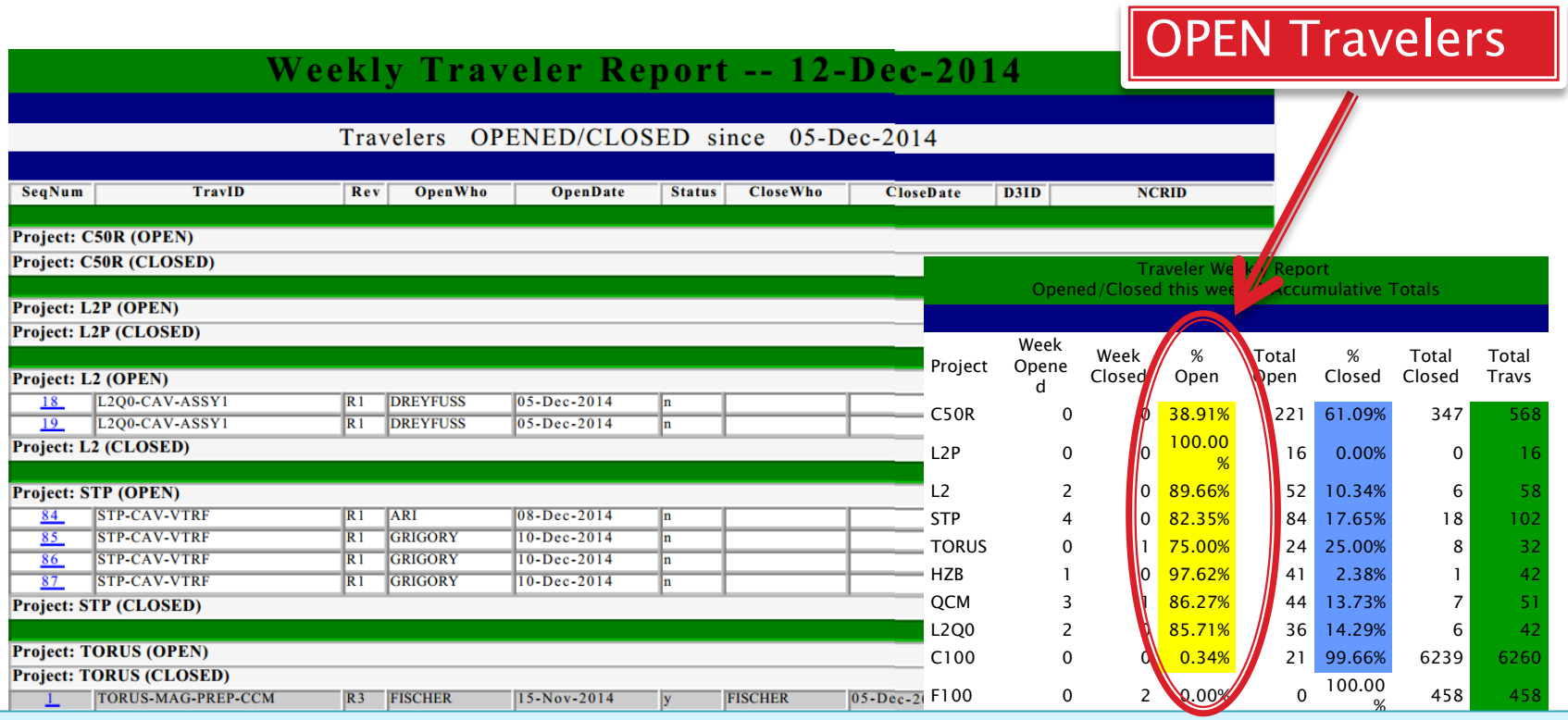
Project: C50R



C50R TRAV Report Summary

Area	Open	Closed	Total
INSP	20	117	137
FAB	123	8	131
CHEM	6	95	101
CPR-ASSY	28	30	58
VTRF	19	11	30
CU-ASSY	4	16	20
TUNE	0	8	8
CM-ASSY	0	1	1
DISA	1	0	1
CST-ASSY	0	0	0

TRAVELER WEEKLY REPORT



Weekly Traveler Report -- 12-Dec-2014

Travelers OPENED/CLOSED since 05-Dec-2014

SeqNum	TravID	Rev	OpenWho	OpenDate	Status	CloseWho	CloseDate	D3ID	NCRID
Project: C50R (OPEN)									
Project: C50R (CLOSED)									
Project: L2P (OPEN)									
Project: L2P (CLOSED)									
Project: L2 (OPEN)									
18	L2Q0-CAV-ASSY1	R1	DREYFUSS	05-Dec-2014	n				
19	L2Q0-CAV-ASSY1	R1	DREYFUSS	05-Dec-2014	n				
Project: L2 (CLOSED)									
Project: STP (OPEN)									
84	STP-CAV-VTRF	R1	ARI	08-Dec-2014	n				
85	STP-CAV-VTRF	R1	GRIGORY	10-Dec-2014	n				
86	STP-CAV-VTRF	R1	GRIGORY	10-Dec-2014	n				
87	STP-CAV-VTRF	R1	GRIGORY	10-Dec-2014	n				
Project: STP (CLOSED)									
Project: TORUS (OPEN)									
Project: TORUS (CLOSED)									
1	TORUS-MAG-PREP-CCM	R3	FISCHER	15-Nov-2014	y	FISCHER	05-Dec-2		

Traveler Weekly Report
Opened/Closed this week / Accumulative Totals

Project	Week Opened	Week Closed	% Open	Total Open	% Closed	Total Closed	Total Travs
C50R	0	0	38.91%	221	61.09%	347	568
L2P	0	0	100.00 %	16	0.00%	0	16
L2	2	0	89.66%	52	10.34%	6	58
STP	4	0	82.35%	84	17.65%	18	102
TORUS	0	1	75.00%	24	25.00%	8	32
HZB	1	0	97.62%	41	2.38%	1	42
QCM	3	1	86.27%	44	13.73%	7	51
L2Q0	2	0	85.71%	36	14.29%	6	42
C100	0	0	0.34%	21	99.66%	6239	6260
F100	0	2	0.00%	0	100.00 %	458	458

OPEN Travelers

List of travelers, by project, that have been opened or closed in the past week.
Also provides **statistics on TOTALs** by project.

NCRs (OP/CL)

Select a Project: -Select- / BES / C100 / C50R / F100

Select an NCR Report: C100-CAV-NCR / C100-NCR

Status: All / Open / Closed

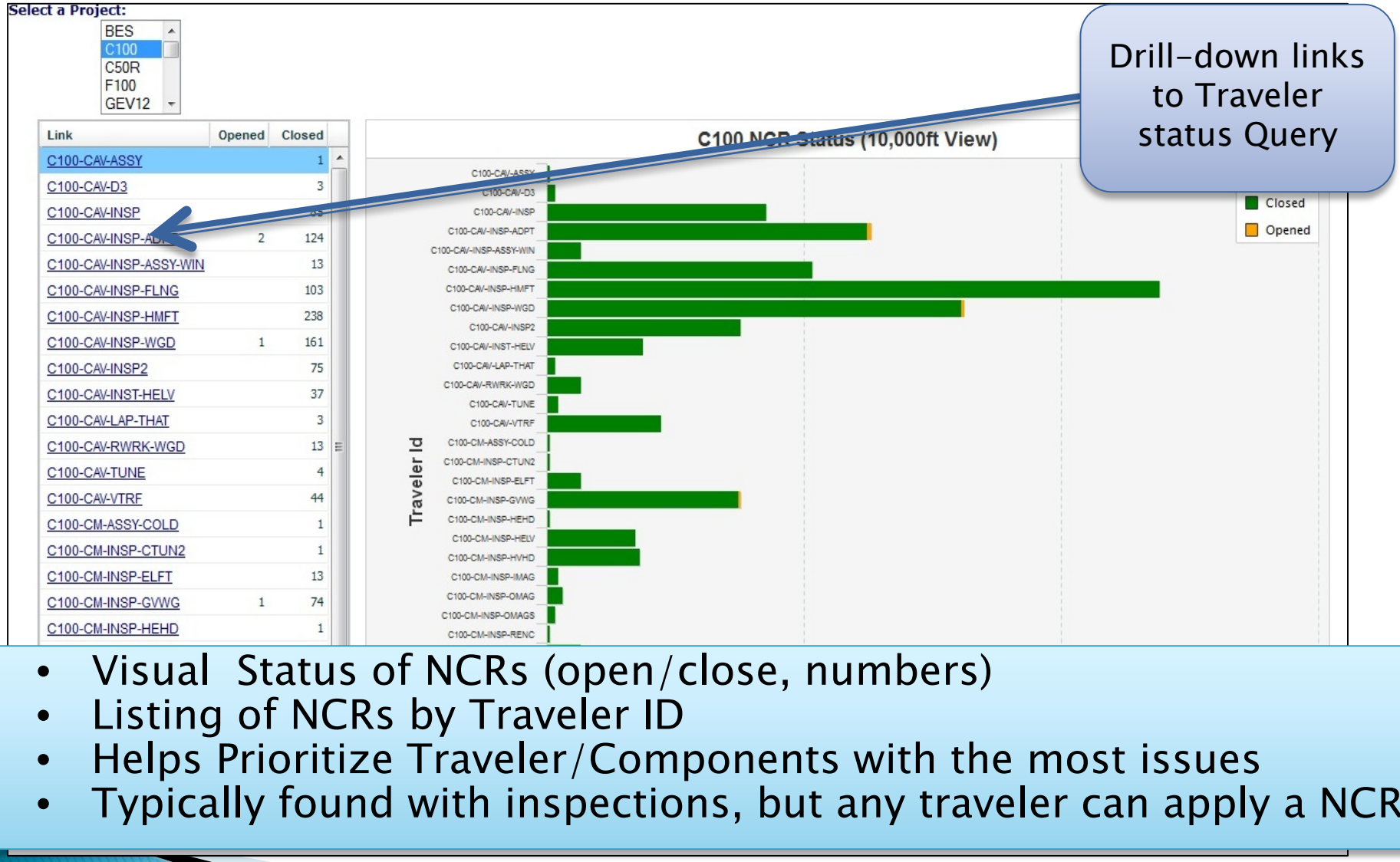
TravelerId: Select All

Export results to: Excel / PDF

Percent Closed: 100

ncr_seq_num	partdescription	describecomment	disposition	trav_seq_num	travelerid	SN	finaldisposition
9	C100 Waveguide	O-ring groove width is out of tolerance.	Use As Is	20	C100-CAV-INSP-WGD	F063951/01	
10	C100 Waveguide	Surface finish, bolt hole location, and o-ring groove width are all out of toler	Modify	27	C100-CAV-INSP-WGD	F063951/06	
11	C100 Waveguide	O-ring groove width is out of tolerance. Scratches on both flanges must be fixed	Modify	17	C100-CAV-INSP-WGD	F061359/08	
12	C100 Waveguide	Bellows has severe damage.	Scrap	22	C100-CAV-INSP-WGD	F063951/03	
13	C100 Waveguide	Burrs on large flange. O-ring groove depth and o-ring groove width are out of to	Modify	19	C100-CAV-INSP-WGD	F063952-03	
14	C100 Waveguide	O-ring groove depth and o-ring groove width are out of tolerance. Scratches on b	Use As Is	24	C100-CAV-INSP-WGD	F063951-07	
15	C100 Waveguide	O-ring groove width is out of tolerance. Scratches need repair on both flanges.	Modify	29	C100-CAV-INSP-WGD	F063951-04	
16	C100 Waveguide	O-ring groove depth and surface finish out of tolerance	Use As Is	28	C100-CAV-INSP-WGD	F063951-02	
18	C100 Waveguide	Burrs and rough edges on knife edge and o-ring groove. O-ring groove width is ou	Modify	21	C100-CAV-INSP-WGD	F063952-02	
19	C100 Waveguide	Two bolt holes diameter oversized on inner pattern of flange. Scratches on small	Return To Vendor	26	C100-CAV-INSP-WGD	F063952-01	
20	C100 Waveguide	O-ring groove depth is out of tolerance. Nick on o-ring groove. Scratches on sm	Modify	13	C100-CAV-INSP-WGD	F061359-12	

NCRs BY PROJECT (Op/Cl)



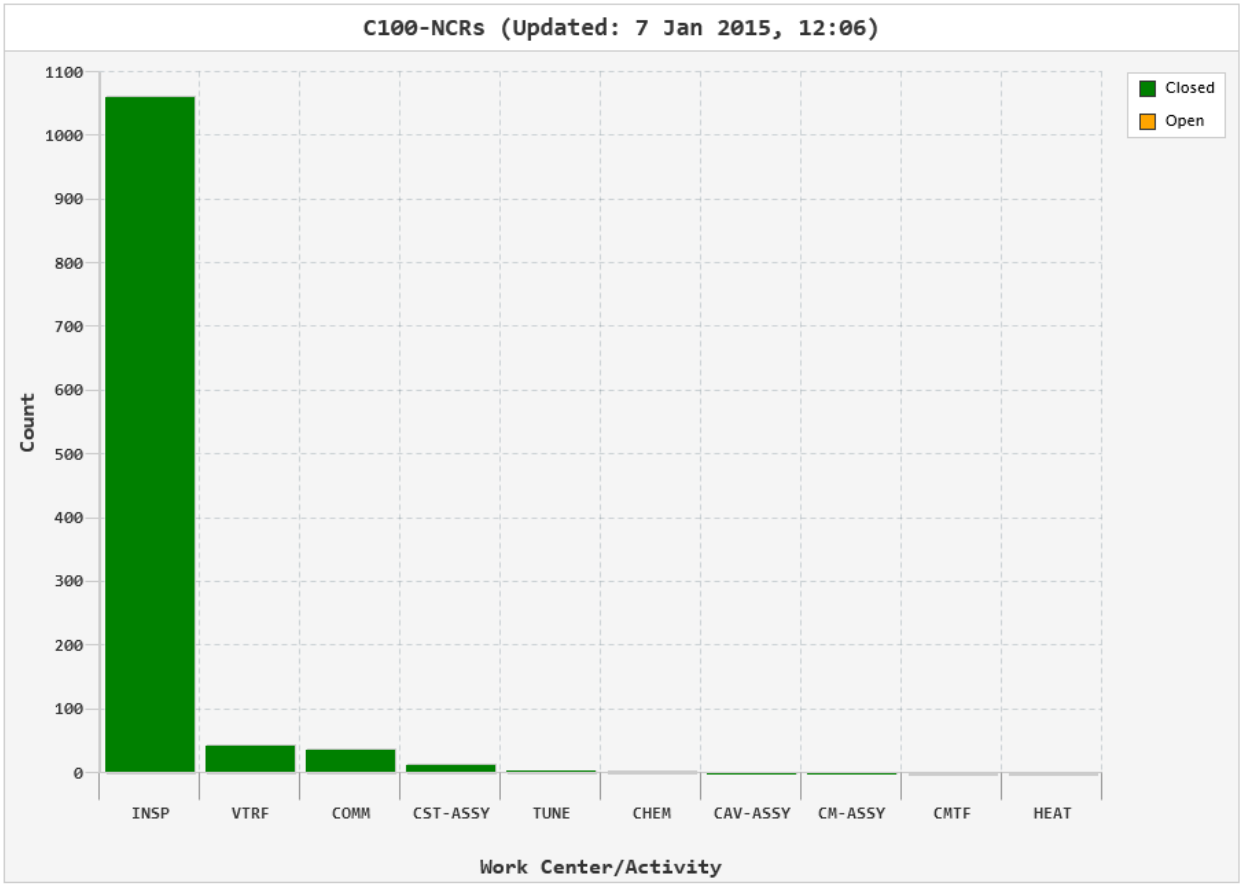
Link	Opened	Closed
C100-CAV-ASSY		1
C100-CAV-D3		3
C100-CAV-INSP		
C100-CAV-INSP-ADPT	2	124
C100-CAV-INSP-ASSY-WIN		13
C100-CAV-INSP-FLNG		103
C100-CAV-INSP-HMFT		238
C100-CAV-INSP-WGD	1	161
C100-CAV-INSP2		75
C100-CAV-INST-HELV		37
C100-CAV-LAP-THAT		3
C100-CAV-RWRK-WGD		13
C100-CAV-TUNE		4
C100-CAV-VTRF		44
C100-CM-ASSY-COLD		1
C100-CM-INSP-CTUN2		1
C100-CM-INSP-ELFT		13
C100-CM-INSP-GVWG	1	74
C100-CM-INSP-HEHD		1

- Visual Status of NCRs (open/close, numbers)
- Listing of NCRs by Traveler ID
- Helps Prioritize Traveler/Components with the most issues
- Typically found with inspections, but any traveler can apply a NCR

NCRs BY WORKCENTERS

Work Center NCR Status

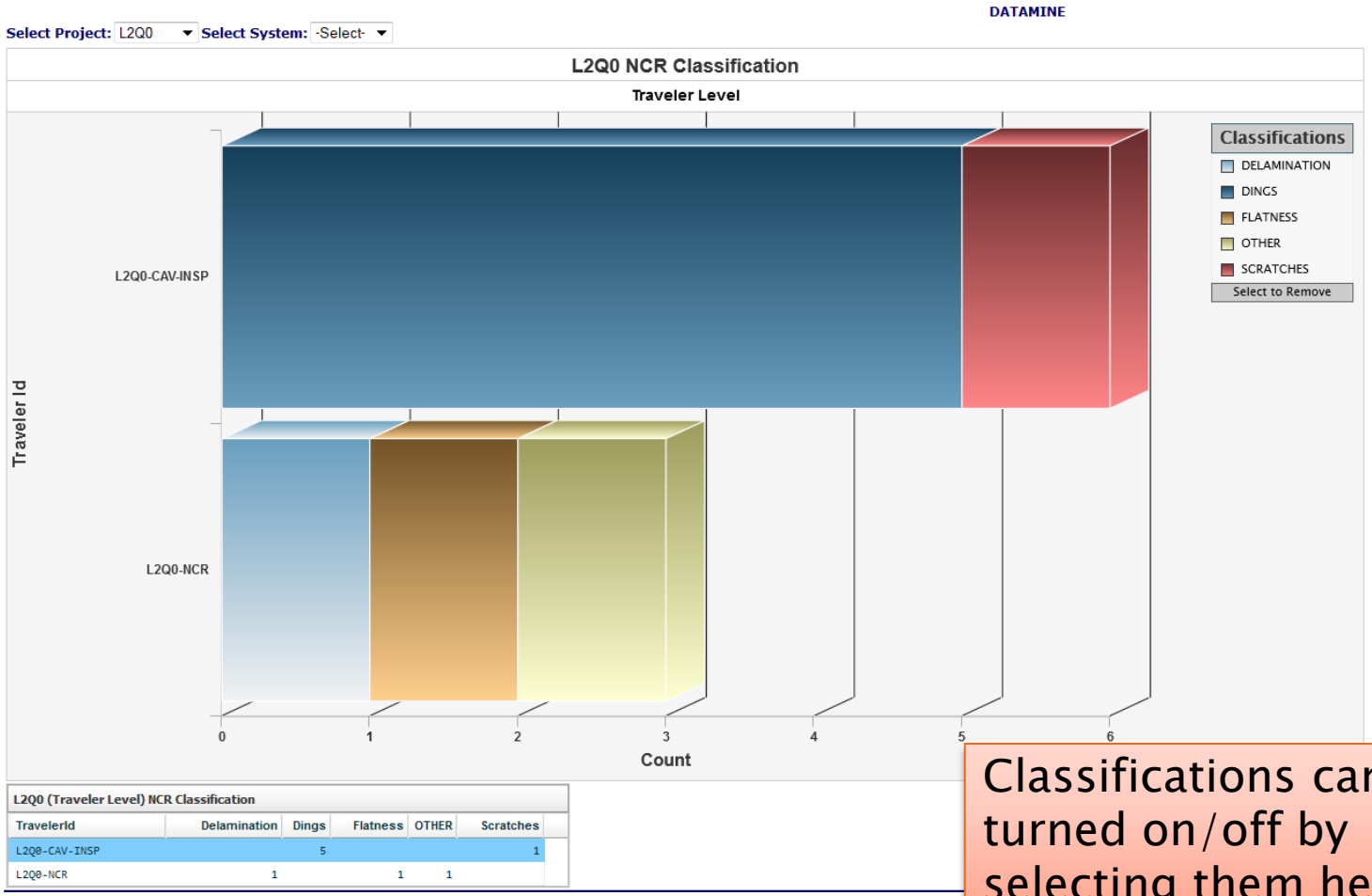
Project: C100



C100 NCR Report Summary

Area	Open	Closed	Total
INSP	0	1062	1062
VTRF	0	44	44
COMM	0	37	37
CST-ASSY	0	13	13
TUNE	0	4	4
CHEM	0	3	3
CAV-ASSY	0	1	1
CM-ASSY	0	1	1
CMTF	0	0	0
HEAT	0	0	0

NCR CLASSIFICATION (TRAVELER)



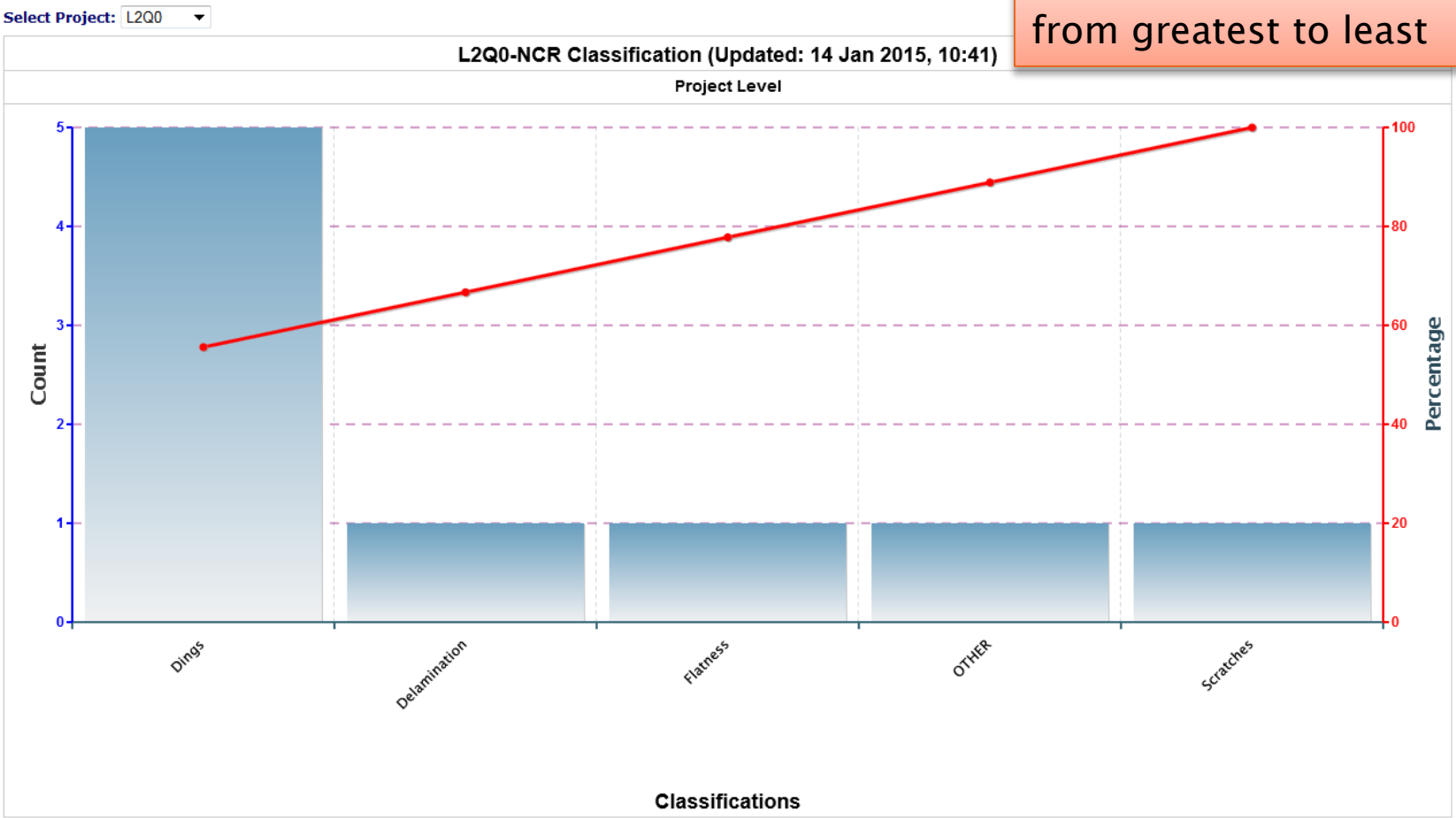
L2Q0 (Traveler Level) NCR Classification

TravelerId	Delamination	Dings	Flatness	OTHER	Scratches
L2Q0-CAV-INSP		5			1
L2Q0-NCR	1		1	1	

Classifications can be turned on/off by selecting them here

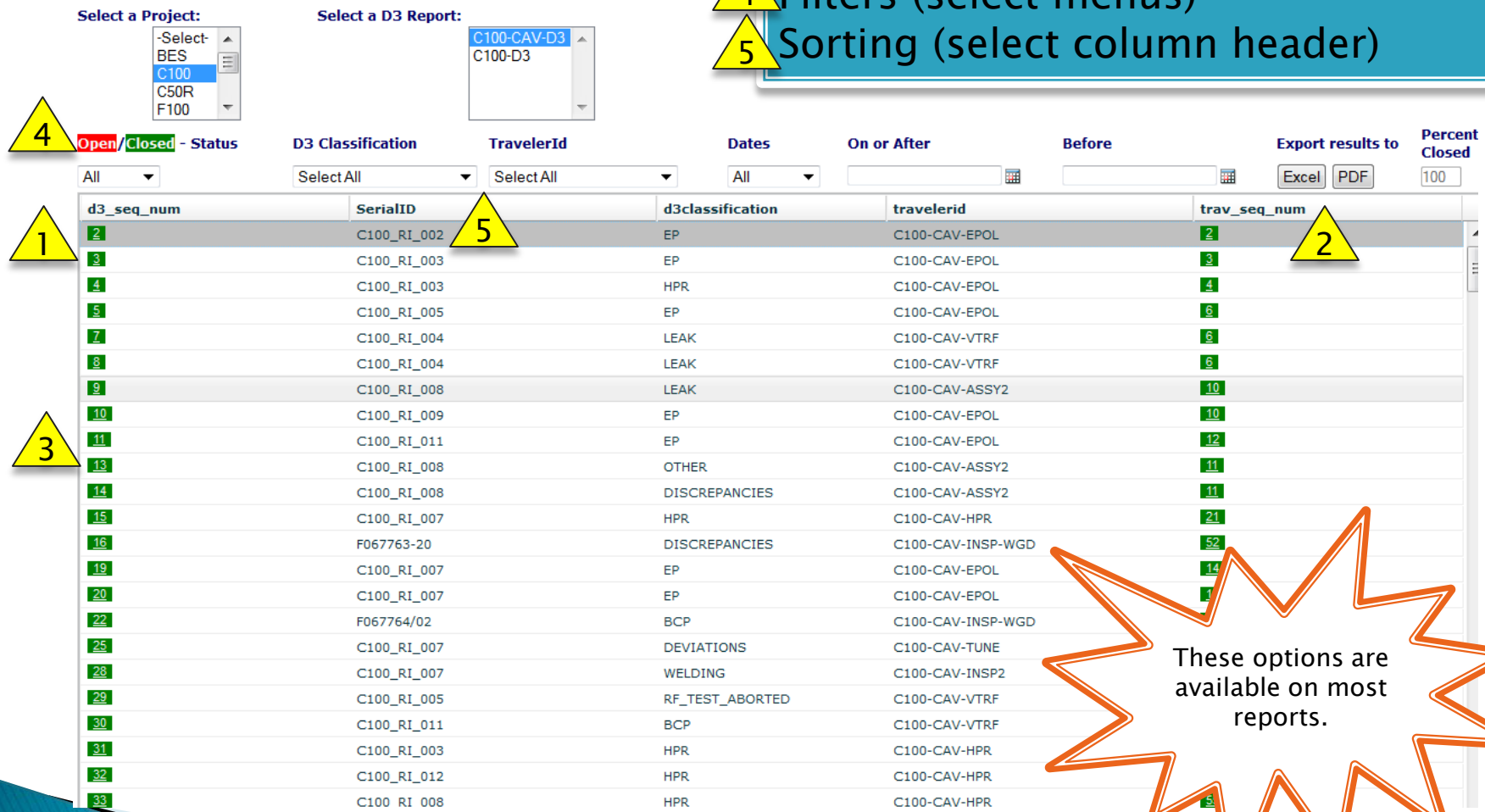
NCR CLASSIFICATION (PROJECT)

Classifications are order from greatest to least



D3s (OP/CL)

1. Links to D3s
2. Links to Travelers
3. Green = Closed /Orange = Open
4. Filters (select menus)
5. Sorting (select column header)



D3 BY PROJ OP/CL

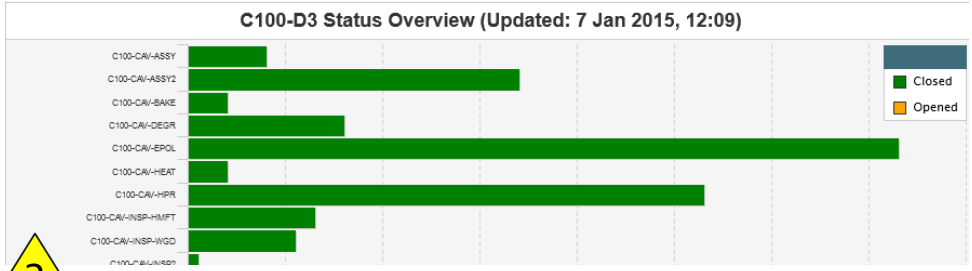
1. D3s by Project
2. By System
3. By WorkCenter/Activity

1

/Closed Status

Project: C100 System: Select All Work Center/Activity: Select All

Link	Opened	Closed
C100-CAV-ASSY		8
C100-CAV-ASSY2		34
C100-CAV-BAKE		4
C100-CAV-DEGR		16
C100-CAV-EPOL		73
C100-CAV-HEAT		4
C100-CAV-HPR		53
C100-CAV-INSP-HMFT		13
C100-CAV-INSP-WGD		11

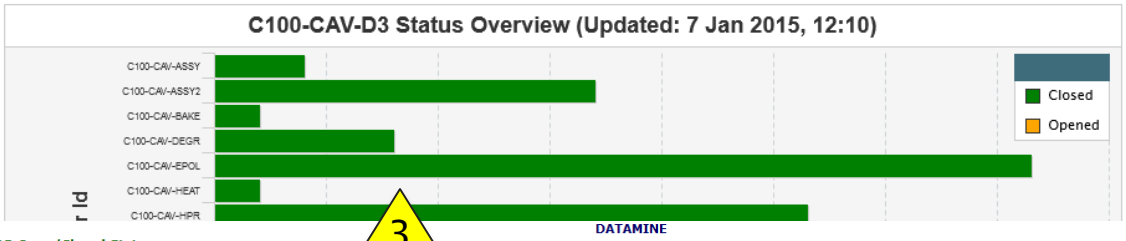


2

D3 Open/Closed Status

Project: C100 System: CAV Work Center/Activity: Select All

Link	Opened	Closed
C100-CAV-ASSY		8
C100-CAV-ASSY2		34
C100-CAV-BAKE		4
C100-CAV-DEGR		16
C100-CAV-EPOL		73
C100-CAV-HEAT		4
C100-CAV-HPR		53
C100-CAV-INSP-HMFT		13
C100-CAV-INSP-WGD		11
C100-CAV-INSP2		1
C100-CAV-INST-HELV		6
C100-CAV-LAP		4
C100-CAV-LAP-THAT		4
C100-CAV-TUNE		16
C100-CAV-VTRF		21

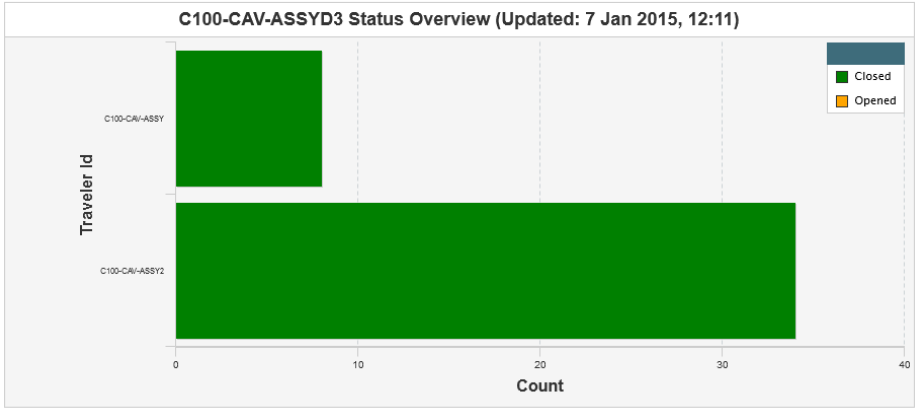


3

D3 Open/Closed Status

Project: C100 System: CAV Work Center/Activity: ASSY

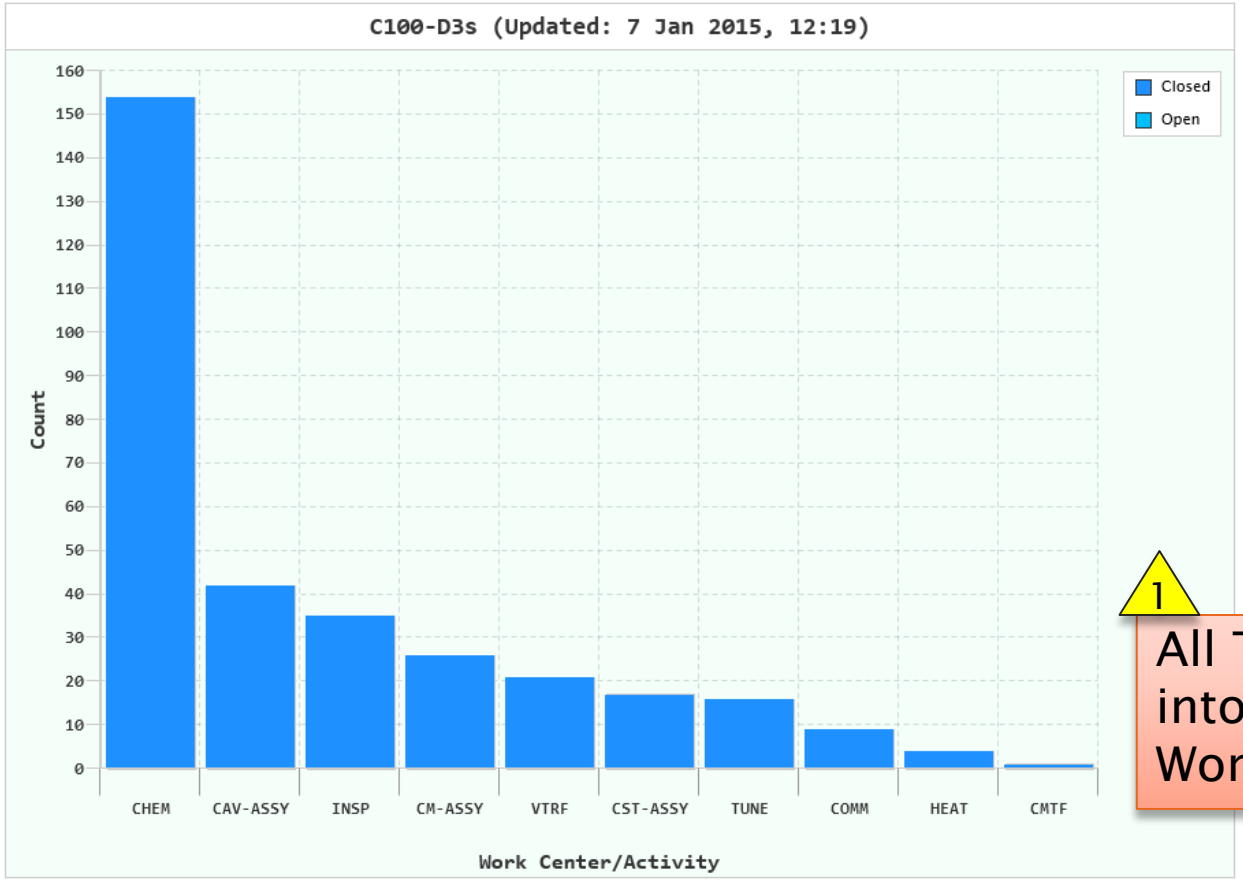
Link	Opened	Closed
C100-CAV-ASSY		8
C100-CAV-ASSY2		34



D3s BY WORKCENTERS

Work Center D3 Status

Project: C100



1

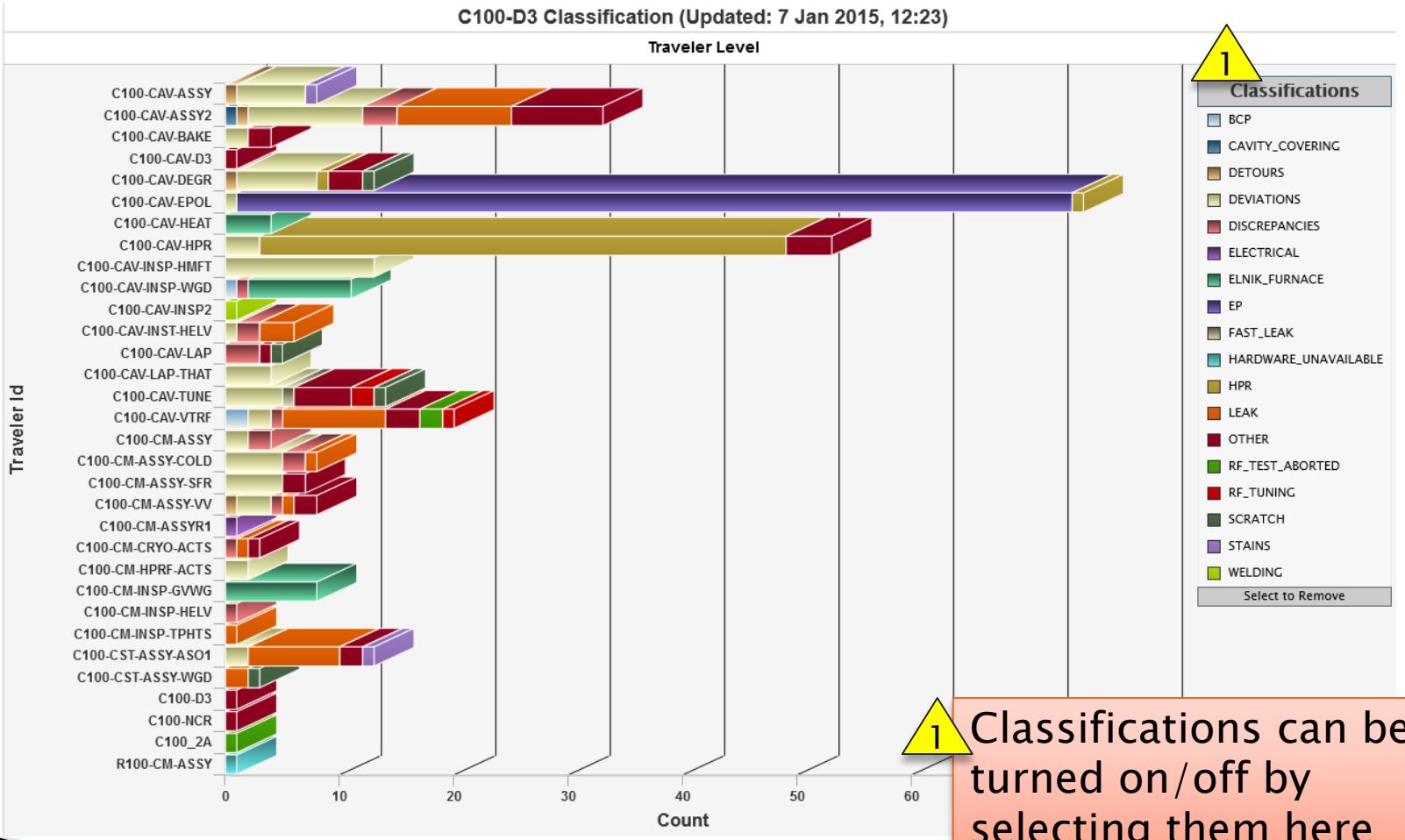
C100 D3 Report Summary

Area	Open	Closed	Total
CHEM	0	154	154
CAV-ASSY	0	42	42
INSP	0	35	35
CM-ASSY	0	26	26
VTRF	0	21	21
CST-ASSY	0	17	17
TUNE	0	16	16
COMM	0	9	9
HEAT	0	4	4
CMTF	0	1	1

1

All Travelers are placed into “buckets” based on WorkCenters.

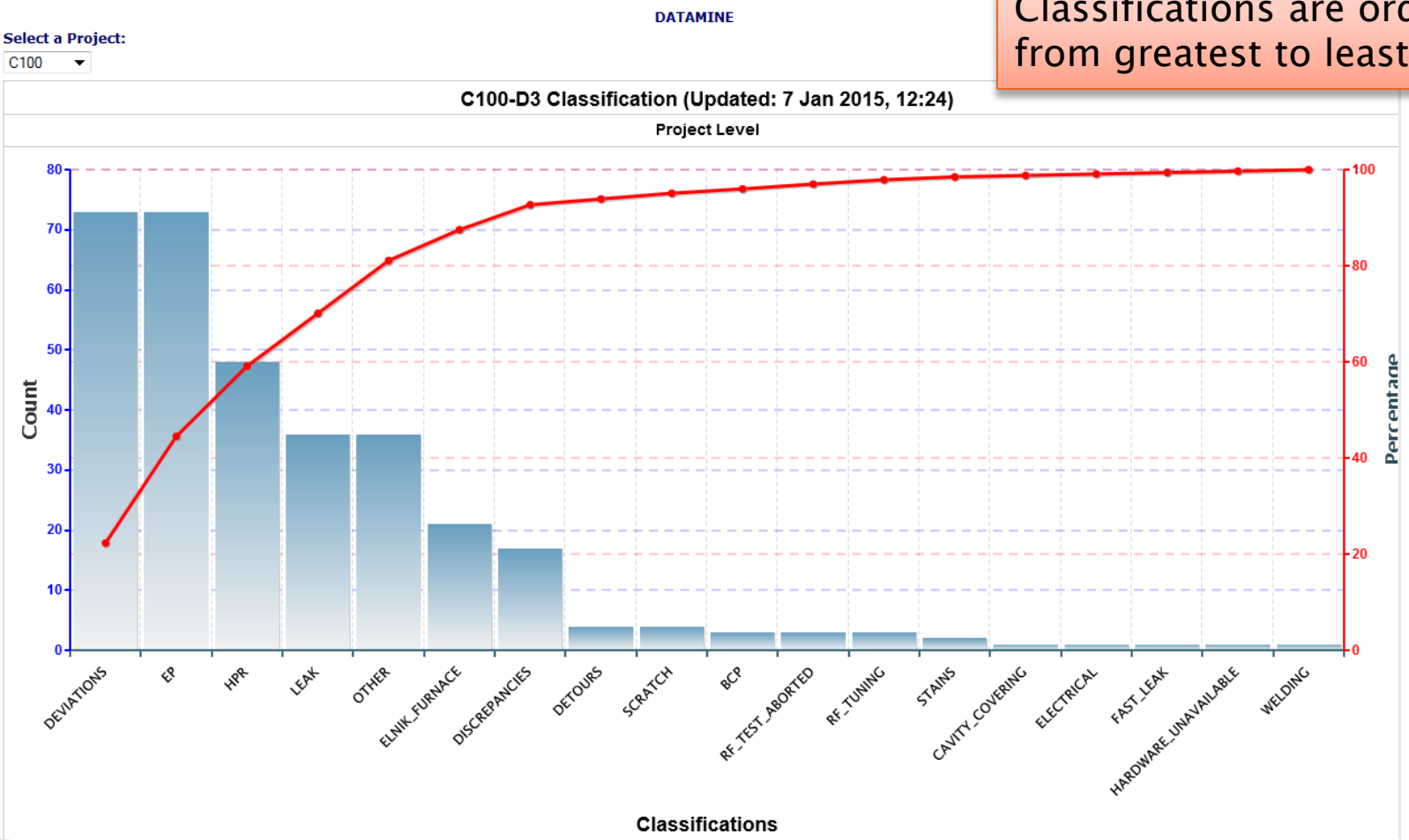
D3 CLASSIFICATION (TRAVELER)



Classifications can be turned on/off by selecting them here

D3 CLASSIFICATION (PROJECT)

Classifications are order from greatest to least



Traveler/Procedure QM (TP QM)

Report for
C100

Select Doc Type: TRAV PROC | Dates: All | On or After | Before | Export results to: Excel PDF CHART

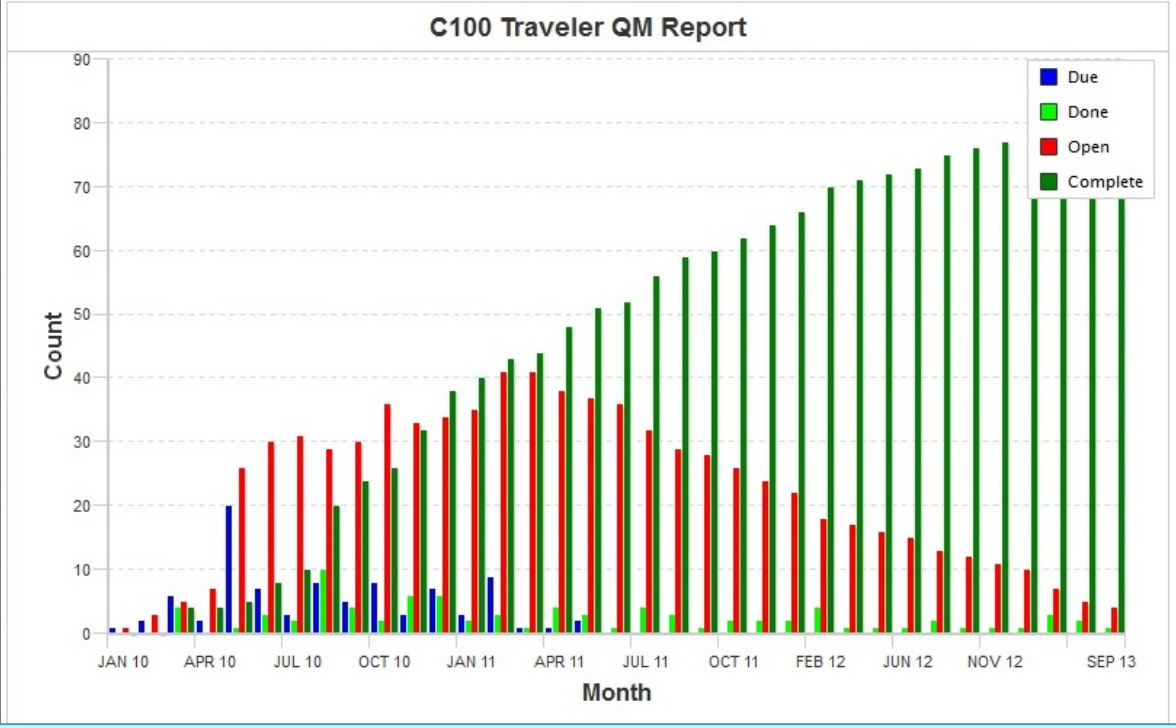
TITLE	ID	AUTHOR	REVIEWER	MANAGER	DRAFT DUE	FINAL DUE	DRAFT DONE	FINAL DONE
C100 Cavity Assembly	C100-CAV-ASSY	Castagnola	Macha	Hogan	04/07/10	05/07/10	05/13/11	05/18/11
C100 Cavity Assembly, Evacuation, and Leak Test	C100-CAV-ASSY2	Castagnola	Macha	Hogan	06/08/10	06/10/10	05/04/11	04/29/11
C100 Cavity Bake-Out	C100-CAV-BAKE	Macha	Davis	Hogan	04/07/10	05/07/10	05/12/10	05/16/11
C100 cavity BCP	C100-CAV-CHEM	Harris	Reilly	Hogan	04/07/10	05/07/10	06/07/10	06/10/10
D3s for CAVITY processing	C100-CAV-D3	Bookwalter	Leung	McEwen	01/15/10	03/09/10	04/26/10	04/25/12
C100 cavity Degreasing	C100-CAV-DEGR	Williams	Reilly	Hogan	04/07/10	05/07/10	06/07/10	12/06/10
C100 cavity EP	C100-CAV-EPOL	Davenport	Reilly	Hogan	04/07/10	05/07/10	04/08/11	04/26/11
C100 Cavity Heat Treatment	C100-CAV-HEAT	Forehand	Reilly	Hogan	04/07/10	05/07/10	03/15/11	10/11/11
C100 cavity HPR	C100-CAV-HPR	Tipton	Reilly	Hogan	04/07/10	05/07/10	06/07/10	04/20/11
C100 Cavity CMM Receiving Inspection	C100-CAV-INSP	Carpenter	Marhauser	Hogan	04/07/10	05/07/10	06/11/10	08/03/10
C100 Ceramic Window Adapter Receiving Inspection	C100-CAV-INSP-ADPT	Park	Wiseman	Hogan	06/19/10	07/19/10	07/27/10	08/27/10
C100 Ceramic Window Receiving Inspection	C100-CAV-INSP-ASSY-WIN	Park	Wiseman	Hogan	06/19/10	07/19/10	10/01/10	11/17/10
C100 Cold Tuner Receiving Inspection	C100-CAV-INSP-CTUN	Matalevich			02/15/10	03/09/10	03/17/10	08/10/10
C100 Cold Tuner Expanded Inspection	C100-CAV-INSP-CTUN2	Matalevich			02/25/10	03/17/10	03/17/10	06/08/10
C100 Ceramic Window Flange Receiving Inspection	C100-CAV-INSP-FLNG	Park	Wiseman	Hogan	06/19/10	07/19/10	08/05/10	01/06/11
C100 Cavity Field Probe Feedthru Receiving Inspection	C100-CAV-INSP-FPF	Macha	Carpenter	Hogan	05/02/10	06/01/10	07/07/10	08/02/10
C100 Guard Vacuum Waveguide Flange Receiving Inspection Traveler	C100-CAV-INSP-GVWF	Wilson			09/01/10	09/09/10	01/18/11	09/09/10
Receiving Inspection of 12GeV Upgrade Cryomodule Cryogenic Circuit Components	C100-CAV-INSP-HEHD	Cheng			01/27/10	03/30/10	03/26/10	05/14/10
C100 Helium Vessel Receiving Inspection	C100-CAV-INSP-HELV	Cheng	Fischer	Hogan	04/15/10	05/15/10	06/21/10	07/26/10
C100 CavityHOM Feedthru Receiving Inspection	C100-CAV-INSP-HMFT	Park	Wiseman	Hogan	05/02/10	06/01/10	08/26/10	08/05/10
Receiving Inspection of 12GeV Upgrade Cryomodule Inner Magnetic Shield	C100-CAV-INSP-IMAG	Cheng			07/19/10	08/19/10	08/13/10	08/20/10
Receiving Inspection of 12GeV Upgrade Cryomodule 50K Thermal Shield Components	C100-CAV-INSP-THRM	Smith			02/24/10	04/14/10	04/15/10	08/06/10
Receiving Inspection of 12GeV Upgrade Cryomodule Vacuum Vessel	C100-CAV-INSP-VV	Cheng			03/26/10	06/09/10	06/02/10	06/09/10

Detailed grid layout of Travelers/Procedure for QA tracking and management.

Traveler/Procedure QM (TP QM)

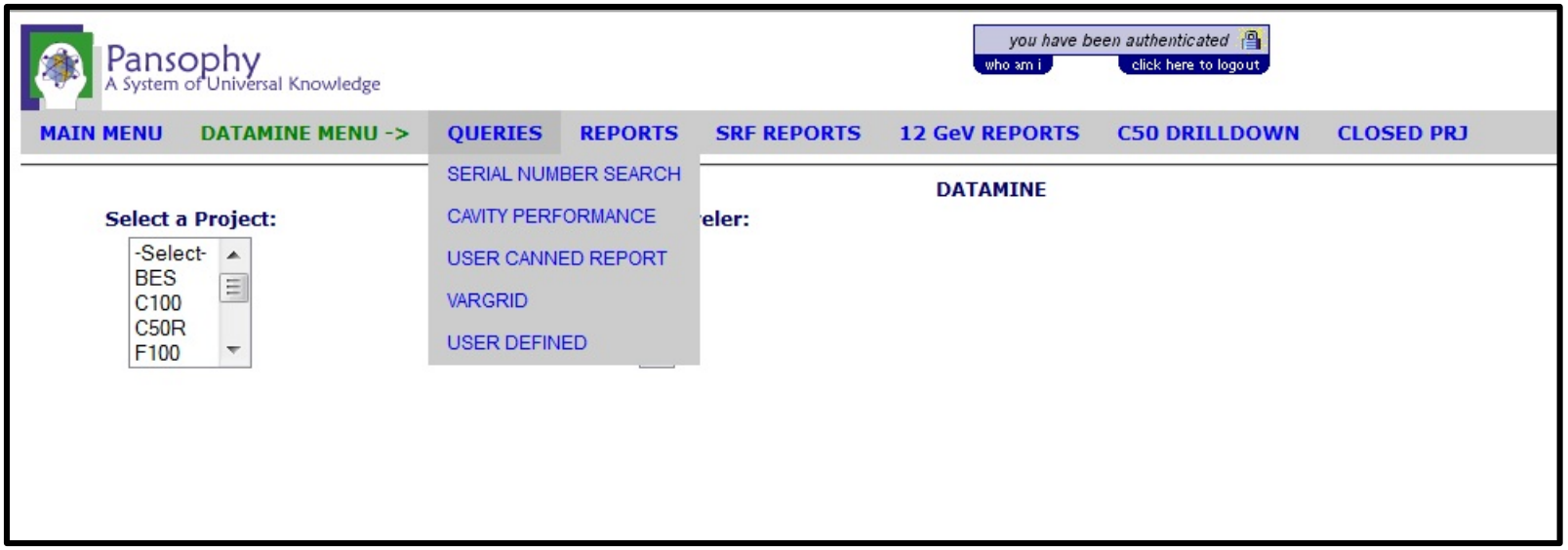
Return to GRID

MONTH	DUE	DONE	OPEN	COMPLETE
JAN 10	1		1	0
FEB 10	2		3	0
MAR 10	6	4	5	4
APR 10	2		7	4
MAY 10	20	1	26	5
JUN 10	7	3	30	8
JUL 10	3	2	31	10
AUG 10	8	10	29	20
SEP 10	5	4	30	24
OCT 10	8	2	36	26
NOV 10	3	6	33	32
DEC 10	7	6	34	38
JAN 11	3	2	35	40
FEB 11	9	3	41	43
MAR 11	1	1	41	44
APR 11	1	4	38	48
MAY 11	2	3	37	51
JUN 11		1	36	52
JUL 11		4	32	56
AUG 11		3	29	59
SEP 11		1	28	60
OCT 11		2	26	62
NOV 11		2	24	64
DEC 11		2	22	66
FEB 12		4	18	70
APR 12		1	17	71
MAY 12		1	16	72
JUN 12		1	15	73
JUL 12		2	13	75

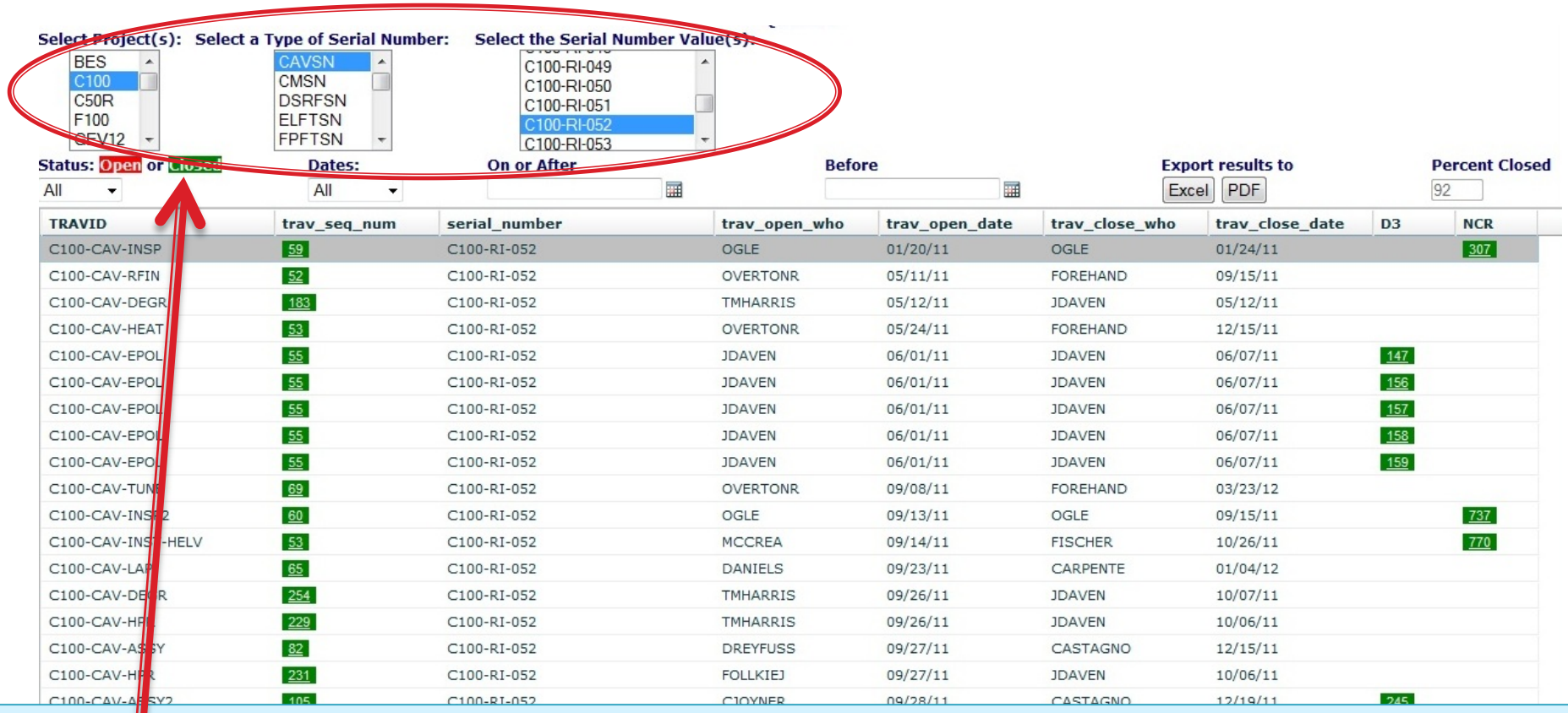


- Traveler and Procedure writing tracking graph.
- Shows how many need to be written, when and number complete

Data Mining Menu (Queries)



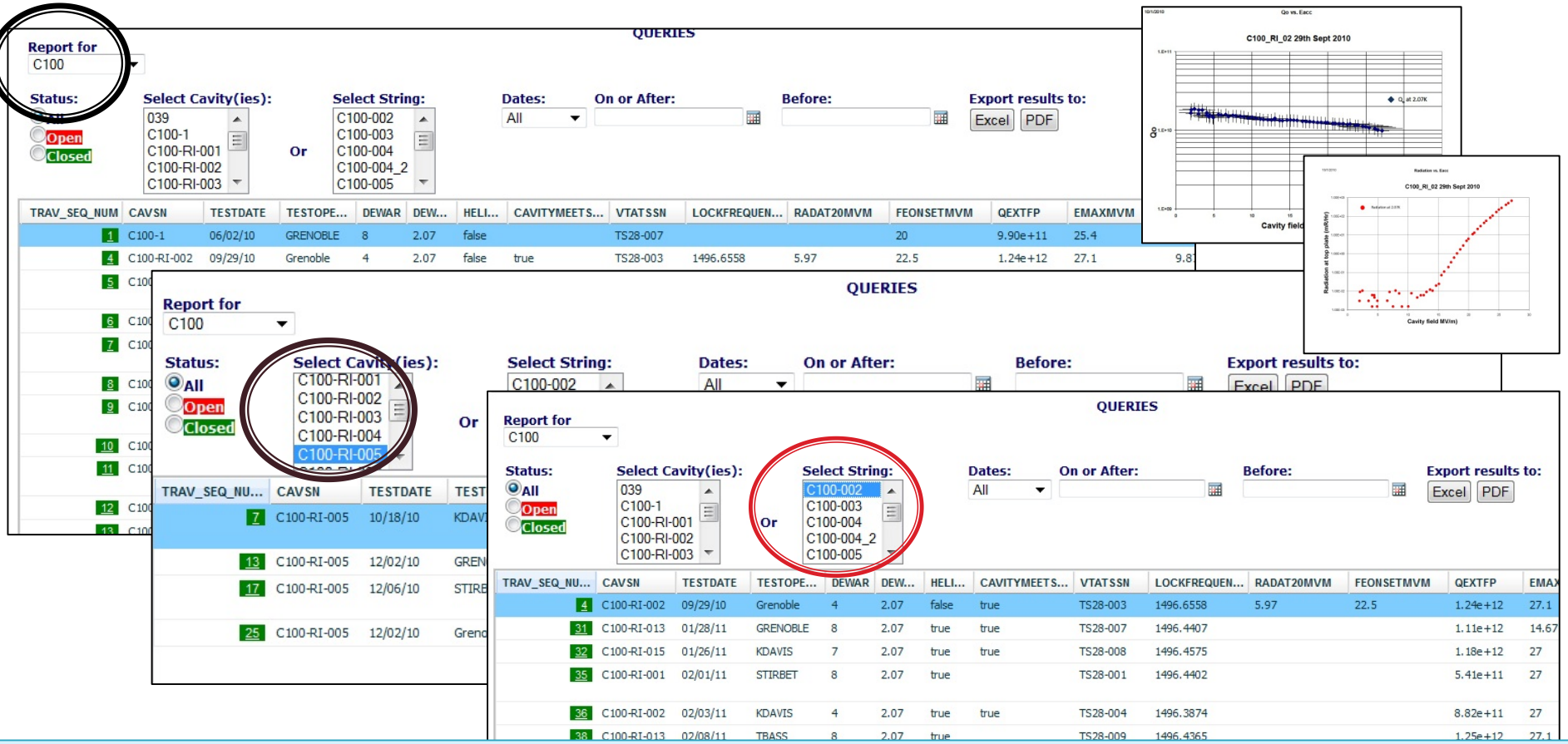
Serial Number (SN) Search



Select: Project, Serial Number type (i.e. CAVSN, CMSN), and Serial Number value(s) (i.e. C100-RI-002)

Display: All travelers which contain the selected values

CAVITY PERFORMANCE



Select: Project ➔ Display: All VTA cavity tests for project (pre-defined columns)

Select: CAVSN(s) ➔ Display: All VTA cavity tests for selected CAVSN(s)

Select: CMSN ➔ Display: All cavities for selected CMSN and all related VTA test results

USER CANNED REPORT

User pre-defines variables to be retrieved from selected traveler and displayed as a report.

C100-CAV-INSP-WGD

Status: Open or Closed | Dates: | On or After | Before | Export results to

All | All | Excel

WGDSN	TRAV_SEQ...	RF_Tested	Dim...	LeakCheckPass...	BakingTech	Baking...	BakeOutOk	PlatingOk	RfTest...	RfTestEnd	LeakC...	Repackage...
F058824-01	2			true	forehand	07/30/09	true		08/24/09		true	
F058824-02	3			true	forehand	07/30/09	true		08/26/09		true	
F058824-03	4			true	overtonr	07/30/09	true		07/07/09		true	tmharris
F058824-04	5			true	overtonr	07/30/09	true		07/07/09		true	tmharris
F061359-04	7			true	overton	11/20/09	true	true	10/21/09		true	tmharris
F061359-07	8			true	overton	11/20/09	true	true	10/23/09		true	tmharris
F061359-09	9			true	overton	01/13/10	true	true	12/10/09		true	
F061359-10	10			true	overton	11/20/09	true	true	11/06/09		true	tmharris
F061359-05	11			true	overton	01/13/10	true	false	01/27/10		true	
F061359-13	12			true	FOREHAND	05/12/10	true	true	12/19/09		true	TMHARRIS
F061359-12	13			true	OVERTONR	05/21/10	true	true	01/28/10		true	tmharris
F061359-11	14			true	OVERTONR	01/13/10	true	false	12/14/09			
F061359-02	15			true	overton	11/20/09	true	true	11/06/09		true	tmharris
F061359-01	16			true	overton	01/13/10	true	false			true	
F061359-08	17			true	OVERTONR	01/13/10	true	true	02/22/10		true	
F063952-03	19		Janua...	true	elliot	02/24/10	true		04/20/10	April, 21 2010 10:...	true	stipton
F063951-01	20		Janua...	true	forehand	02/24/10	true	true	03/05/10	March, 07 2010 13...	true	
F063952-02	21		Janua...	true	forehand	02/24/10	true		05/14/10	May, 14 2010 15:3...	true	stipton
F063951-03	22		Janua...	true								
F063952-04	23		Janua...	true	forehand	02/24/10	true	true	10/14/11		true	

- User Defined array of pre-selected data fields resulting in a grid report.
- Filtering and sorting is available

VARGRID

Displays ALL variables from all Versions of a traveler in grid format.

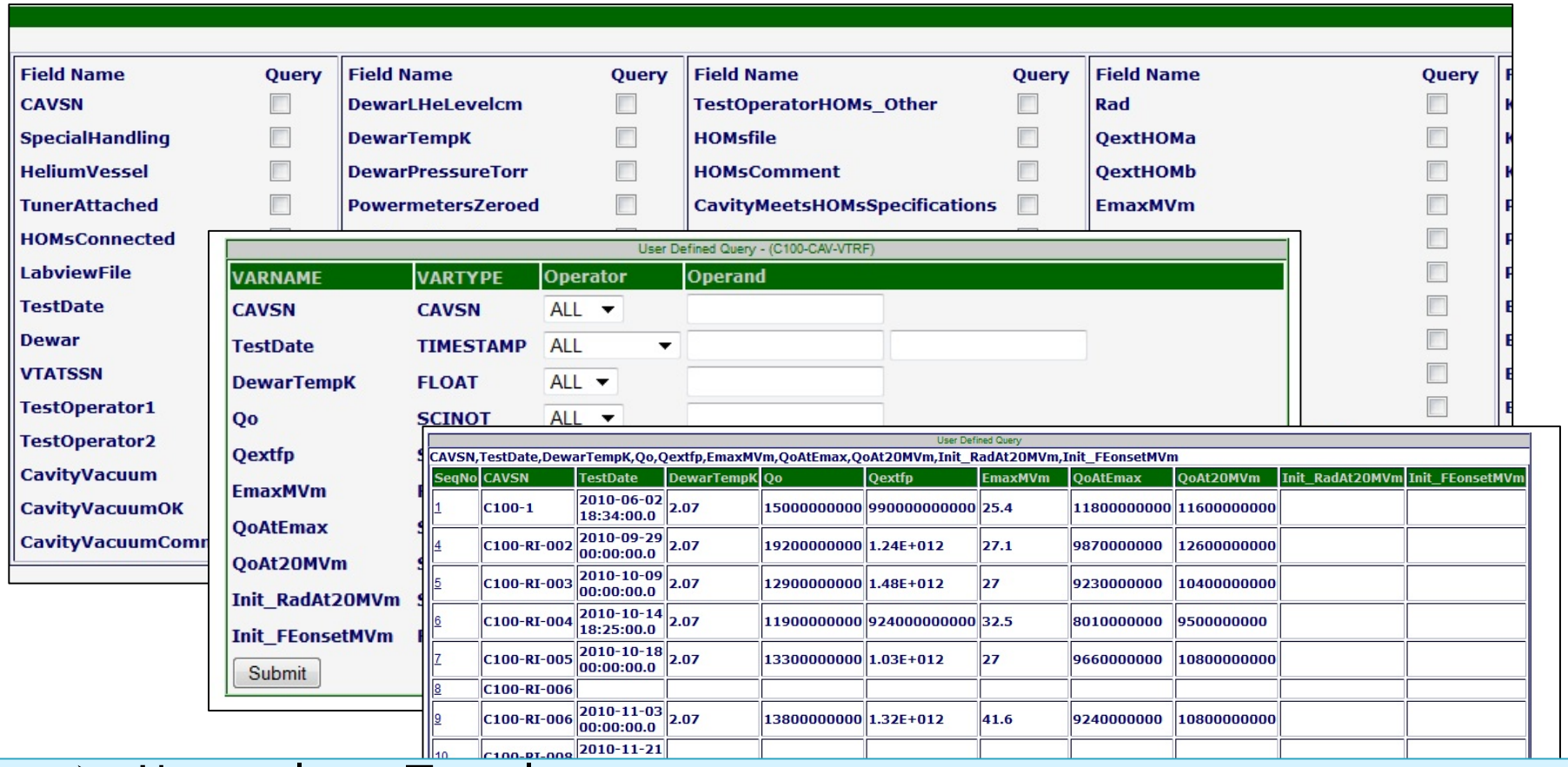
Variable Grid Query: Select Traveler C100-CAV-HPR

C100-CAV-HPR

SEQ_NUM	CAVSN	Operator	Technician	DateAndTime	HelpRequest	ProcessStep	HeliumVessel	Cage	FrameSeated	Post1	Post2	Post3	Post4	Alignment	TopFlan
1	R100-01	JDAVEN	STIPTON	2010-06-09 18:46:00.0	No	1stAssembly			Yes					Yes	Yes
2	R100-01	STIPTON		2010-06-10 09:53:00.0	No	2ndAssembly			Yes					Yes	Yes
3	C100-RI-001	STIPTON	TMHARRIS	2010-08-03 12:00:00.0	No	2ndAssembly			Yes					Yes	Yes
4	C100-RI-002	STIPTON	DIAW	2010-08-05 10:53:00.0	No	2ndAssembly			Yes					Yes	Yes
5	C100-RI-001	JDAVEN	STIPTON	2010-09-16 16:00:00.0	No	1stAssembly			Yes					Yes	Yes
6	C100-RI-001	JDAVEN		2010-09-17 10:24:00.0	No	2ndAssembly			Yes					Yes	Yes
7	C100-RI-002	JDAVEN	STIPTON	2010-09-21 17:15:00.0	No	1stAssembly			Yes					Yes	Yes

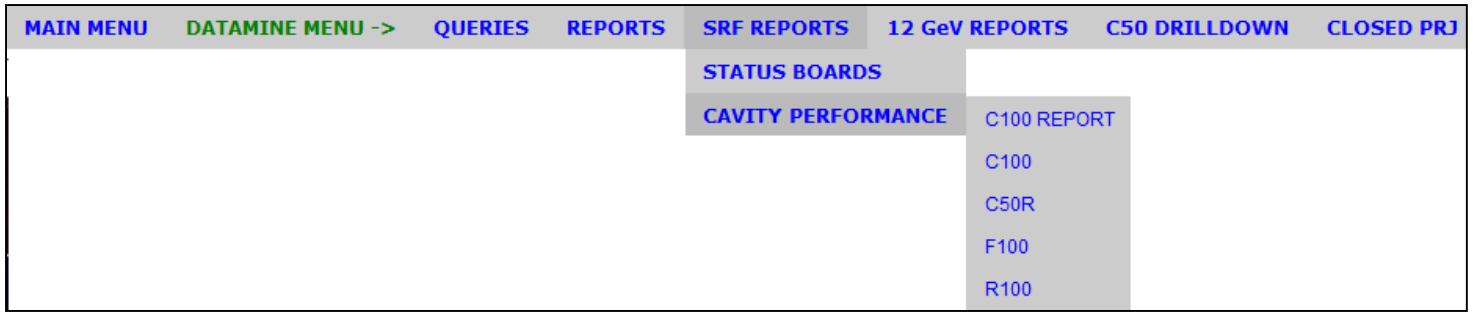
A grid of All variables (data entry points) from a traveler
All instantiations are displayed

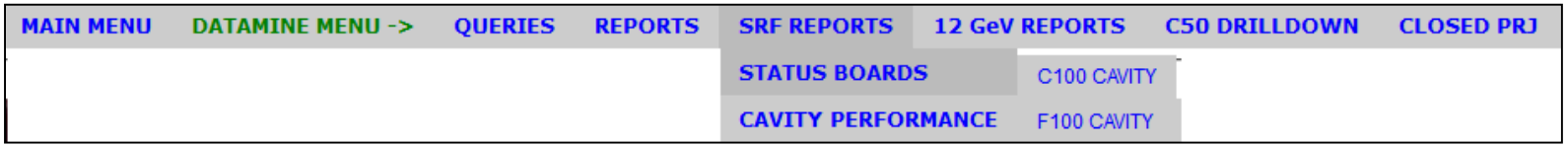
User Defined Query



- User selects Traveler
- and is presented with a list of all available data entry points.
- Upon selection the user can set operator and operands
- which will present user with a list of data fitting the resulting query.

Data Mining Menu (Other)





C100 Cavity Status Board (ex)

REPORTS

Serial ID	INSP	RFIN	PreHeat DEGR	HEAT	THKN	PreEP DEGR	EPOL	PostEP DEGR	TUNE	HELV	LAP	1st HPR	ASSY	2nd HPR	ASSY2	BAKE	VTRF
	C100-CAV-IN BP	C100-CAV-RFIN	C100-CAV-DEGR	C100-CAV-HEAT	C100-CAV-THKN	C100-CAV-DEGR	C100-CAV-EPOL	C100-CAV-DEGR	C100-CAV-TUNE	C100-CAV-IN BT-HELV	C100-CAV-LAP	C100-CAV-HPR	C100-CAV-A S BY	C100-CAV-HPR	C100-CAV-A S BY2	C100-CAV-BAKE	C100-CAV-VTRF
C100-1		16							10 23		12 7 18						1
C100-2																	
C100-3													5558		62		
C100-4																	
C100-RI-001	1	1	3	1		565	2	899	2 11	13	17	562	13 27	36 63 100 115	13 29	1	235 146
C100-RI-002	2	2	4	2	321	7	3	10 103	3 12	14	19	765	24 28	48 94 109	24 30	3	34 36
C100-RI-003	4	3	8	3	224	11	4	1520	4 13	5	8	935	517	1036 52	518	4	515 24
C100-RI-004	5	4	9	4	67	14	5	1925 56	5 14	4	6	1132	616	1234 47	617 19	5	616 14
C100-RI-005	7	6	12	5	510	18	8	2327 54	6 15	3	4	1329	715	1433 51	716	8	713 1725
C100-RI-006	8	8	13	8	811	73	7	2630 4352	7 16	2	3	1523 27	811 12	1624 2853	812 13	7	89 18
C100-RI-007	9	7	16	7	9122 25	24	814	2834 4255 66	8 1725	9	512	1721 3043	914 21	1831 4449	9152 3	89	1219
C100-RI-008	10	8	17	8	1417	74	932	3338 5079 133	9 1819 4062 85	42	1332 55	1925 55141 192	1013 2353 71	2022 2656 64142 193	1011 1425 3169 89	1038	1011 2637 6685
C100-RI-009	12	9	21	9	1315	29	10	36	20 106		104	362	123	364	152	9293	151
C100-RI-010	11	10	22	10	1819	32	11	3960	21	6		38	18	4048	20	12	21
C100-RI-011	13	11	31	11	1622	37	12	4159 70	22	7	910	3745	1922	3946 54	2124	11	2223
C100-RI-012	14	17	35	12	2023	40	13	61	24	8	11	41	20	4250	22		20
C100-RI-013	17	14	49	13		62	19	7192	29	11	16	60	26	6168 93 108	2833	15	3138
C100-RI-014	18	15	53	14		57	17	7684	26	10	14	57	24	58	26	13	30
C100-RI-015	15	12	44	15	2426	46	15	4788	27	12	15	59	25	99113	27	14	32
C100-RI-016	38	22	69	21		97	23	91	31	17	45	139	51	140	88	35	65
C100-RI-017	16	13	45	16		48	16	51 106 123	28	15	2025	6675	2933	8776 78101 116	3237	16	3942
C100-RI-018	19	18	58	17		75	18	77109	30	16	21	89	30	7095 110	34	17	40
C100-RI-019	20	19	64	18		88	20	72118	32	18	22	71	31	7296 111	35	18	41
C100-RI-020	22	20	63	19		78	21	80119	33	19	23	73	32	7486 97112	3642	19	4346
C100-RI-021	23	21	67	20		81	22	85124	35	20	24	77	34	7987 89	3843 45	20	4447
C100-RI-022	24	23	82	22		90	24	9596 128	34	21	26		35	8188	3944	21	4548
C100-RI-023	25	24	83	23		89	25	101135	36	22	27	82164	3660	8390 165	4046 7780	22	4972 74
C100-RI-024	61		145	42			41	155	49		46	144	56	145	74	39	67
C100-RI-025	26	25	86	2425	27	98	26	107138	37	23	28	84	37	8598	4148	23	5051
C100-RI-026	2762	45	156	44			46	168	55	40		190	70	191	88	47	84
C100-RI-027	29	26	93	26		104	27	108143	38	24	2934 36	91114 125	3842 4588	92117 126130 137	4752 5860 67111	30	5963
C100-RI-028	28	27	94	27		105	28	114	39	25	30	102103	39		49	24	52
C100-RI-029	30	28	97	28		112	29	117151	41	26	33	106	41	107	5178	26	5369
C100-RI-030	31	29	100	29		113	30		42	27	35	118	43	119	54	27	55
C100-RI-031	32	30	110	30		121	31	130158 159	43	28	3738	120	44	123	55	28	56
C100-RI-032	33	31		31		129131	35	111140 149150	44 72	41	3156	104194	4050 5472	105124 196208	5053 5765 7091 97	2537	5458 8798
C100-RI-033	34	32	115	32			33	134167	45	30	40	127	46	128	59	31	60
C100-RI-043	45	41	142	41			44	163	58	36	51	181	66	183	84	44	80
C100-RI-044	46	42	147	43			45	165	59	38	53	185186	69	188	87	45	81

Project management view of Cavity Processing:
Cavities to be processed (Rows)
The Processes / Travelers (Columns)

Appendix B

- The Pansophy Entry Codes (Input Types)

The Entry Codes

Ribbon Code	Traveler Code	Definition
CHECKBOX	[[FieldName]] <<CHECKBOX>>	Creates a check box that indicates the answer to a question is “yes”.
COMMENT	[[FieldName]] <<COMMENT>>	Allows you to collect comments in a large input box.
FILEUPLOAD	[[FieldName]] <<FILEUPLOAD>>	Allows you to upload any type of file to the server. File name must contain ONLY Letters, Numbers and Underscores.
FLOAT	[[FieldName]] <<FLOAT>>	Creates an input box that accepts numbers containing a decimal point (ex: .05872, 158.23).
SN	[[FieldName]] <<SN>>	Provides a text box that accepts serial numbers (allows for both letters and numbers).
INTEGER	[[FieldName]] <<INTEGER>>	Creates an input box that accepts whole numbers only.
NOTE	[[FieldName]] <<NOTE>>	Use to alert programmers to special traveler requirements (ex: calculations)

The Entry Codes(cont.)

Ribbon Code	Traveler Code	Definition
RADIO	[[FieldName]] {{CHOICE1,CHOICE2,CHOICE3}} <<RADIO>>	Creates a series of Radio Buttons (only one can be selected) based on the author supplied list of choices.
SCINOT	[[FieldName]] <<SCINOT>>	Allows for the input of numbers in scientific notation.
SELECT	[[FieldName]] {{CHOICE1,CHOICE2,CHOICE3}} <<SELECT>>	Creates a author defined pull-down menu. Author must list the input values and labels to be placed on the pull-down menu.
TEXT	[[FieldName]] <<TEXT>>	Creates an input box for text entries.
TIMESTAMP	[[FieldName]] <<TIMESTAMP>>	Provides an input box which accepts Date and Time. Also supplies a button “Now” which will automatically enter the current date and time.
USERNAME	[[FieldName]] <<USERNAME>>	Provides an input box for a person’s name.
YESNO	[[FieldName]] <<YESNO>>	Creates radio buttons that answer a yes/no question.

The Entry Codes (User Sets)

Ribbon Code	Traveler Code	Definition
SRF_CMP	[[SRFCMP_FIELDNAME]] <<SRFCMP>>	SRF Cryomodule User Set
SRF_CVP	[[SRFCVP_FIELDNAME]] <<SRFCVP>>	SRF Cavity User Set
SRF_FAB	[[SRFFAB_FIELDNAME]] <<SRFFAB>>	SRF Fabrication User Set
MAG_USERS	[[MAGUSERS_FIELDNAME]] <<MAGUSERS>>	Magnet User Set

The Entry Codes(SN's Menus)

Ribbon Code	Traveler Code	Definition
CAVSN	[[CAVSN_FIELDNAME]] <<CAVSN>>	Cavity
CMSN	[[CMSN_FIELDNAME]] <<CMSN>>	Cryomodule
FPFTSN	[[FPFTSN_FIELDNAME]] <<FPFTSN>>	Field Probe Feedthrough
HEHSN	[[HEHSN_FIELDNAME]] <<HEHSN>	Helium headers
HEHDSN	[[HEHDSN_FIELDNAME]] <<HEHDSN>>	Helium Vessel Head
HESSN	[[HESSN_FIELDNAME]] <<HESSN>>	Helium Vessel Shell

The Entry Codes (Special Codes)

Ribbon Code	Traveler Code	Definition
HOLDPOINT	[[FIELDNAME]] {{USERNAME1, USERNAME2 }} <<HOLDPOINT>>	Creates a hold point in the traveler preventing further data entry.
SIGNOFF	[[FIELDNAME]] {{USERNAME1, USERNAME2}} <<HOLDPOINT>>	Creates a sign off hold point preventing traveler closing until cleared.

Appendix C

- The Serial Number Acronyms (SNs)

The SN's

Serial Number	Part Name
AMGVSN	All Metal Gate Valve
AV15SN	1 ½ Angle Valve
B12TDSN	Transducer
B53TDSN	Transducer
CAVSN	Cavity Assembly
CMSN	Cryomodule Assembly
CPSN	Cavity Pair Assembly
CUSN	Cryounit Assembly
D12TDSN	Transducer
DSRFSN	Double Sided Rectangular Flange
ELFTSN	8 Pin Double Ended Feed Thru Mini Conflat (Electrical Feedthroughs)
EVASN	Electric Valve Actuator
FPFTSN	Field Probe Assembly (Inside or cold Feedthroughs for FPs)
FT06PSN	6 Pin Circular Connectors
FT10PSN	10 Pin Feedthrough
FT19PSN	19 Pin Feedthrough on 2.75 Flange
FT32PSN	32 Pin Feedthrough on 2.75 Flange
GV40SN	4" Gate Valve
GVWFSN	Waveguide Flange
GVWGSN	Waveguide Spool - Left

The SN's

Serial Number	Part Name
HEHDSN	Cryomodule Cryogenic Circuit Components - Helium Headers
HEHSN	Cryogenic Circuit Assembly
HESSN	Helium Vessel Assembly (LH)
HLSSN	Helium Level Sensor
HMDRSN	Harmonic Drive
HMFTSN	HOM Probe Feedthrough (Inside or Cold Feedthroughs for HOMs)
HVHDSN	Helium Vessel Head Assy (cryo HELV headers)
IMAGSN	Inner Magnetic Shield Assembly
INFFSN	Instrument Feedthrough Flange
IP45S2DSN	45S ION Pump
IP45S4DSN	45S ION Pump
MUGVSN	Mini UHV Gate Valve
NTFTSN	Double end Type N in 2.75 CF (Outside or Warm Feedthroughs for HOMS and FPs)
OMAGSN	Outer Magnetic Shield Assembly
PBDSN	Pressure Burst Disc
PVASN	Purge Valve Assy
QG999SN	999 Quatro Gauge
RECSN	Return End Cans
RFCBLSN	RF Cables
RTBPSN	Warm Beam Pipe Downstream

The SN's

Serial Number	Part Name
SDTSN	Silicon Diode Thermometer
SECSN	Supply End Cans
SFRSN	Space frame Sub-Assy
SMSN	Stepper Motor
SUBPSN	Warm Beam Pipe Upstream
SWPSN	Half HT-H-PL Sweep w/Port - Detail
THLHSN	Al Left Hand Top Hat Weld (Single)
THRHSN	Al Right Hand Top Hat Weld (Single)
THRMSN	Thermal Shield
THTDSN	Al Top Hat Weldment - Double
THTSSN	Single Top Hat Assembly
TUNCSN	Cold Tuner Assembly
TUNWSN	Warm Tuner Assembly
VPFTSN	Sapphire Viewport (Sapphire Windows)
VVSN	Vacuum Vessel
WBASN	Brazement Adapter Assy
WGDSN	Waveguide Assy
WINSN	Window Installation

Appendix D

- The Traveler / Procedure Acronym Listing

Acronym List: Project Level

PRJ-SYS-WCA-COMP[-COMP]

PROJECT	Project Definition (NOUN)	PROJECT	Project Definition (NOUN)
BES	BES 400MHz Cavity	**HZB**	HELMHOLTZ BERLIN CAVITIES
BNL	BROOKHAVEN NAT LAB	**ILC**	INTERNATIONAL LINEAR COLLIDER
C100	12GEV CRYOMODULE	**JLAB**	JEFFERSON LAB
C12	C12 WORK	**L2**	PRODUCTION FOR LCLS-II PROJECT
C50	C50 REFURBISHMENT PROJECT	**L2P**	PROTOTYPE SECTION OF LCLS-II
C50R	C50 REFURBISHMENT PROJECT	**L2Q0**	Q0 SECTION OF LCLS-II
CAVPR	CAVITY PROCESSING	**LCLS2**	LCLS-II PROJECT FOR SLAC (TESTING)
CEBA	CEBA	**QCM**	QUARTER CRYOMODULE UPGRADE
F100	ADMIRAL CRYOMODULE REWORK	**R100**	12GEV CRYOMODULE (REN)
FEL	FEL REWORK/REPAIR	**SNS**	SPALLATION NEUTRON SOURCE
GEV12	12 GeV hierarchical name for top level project	**STP**	STANDARD TRAVELER PROCEDURE
		TORUS	HALL B TORUS MAGNET

Acronym List: System Level

PRJ-SYS-WCA-COMP[-COMP]

SYSTEM	System/Org (NOUN) (Top Level Cryomodule System / Component)	SYSTEM	System/Org (NOUN) (Top Level Cryomodule System / Component)
ACC	ACCELERATOR	**D3**	DETOURS ETC.
CAV	CAVITY	**HALLD**	HALL D (OF GEV12)
CM	CRYOMODULE	**INJ**	INJECTOR
CPR	CAVITY PAIR	**INSR**	INSPECTION SUMMARY REPORT
CST	CAVITY STRING	**MAG**	MAGNETS
CU	CRYO UNIT	**NCR**	NON-CONFORMANCE REPORT
		PHYS	PHYSICS

Acronym List: WCA Level

PRJ-SYS-WCA-COMP[-COMP]

WCA = Work Center / Activity

WCA	Work Center / Activity (Verb)	WCA	Work Center / Activity (Verb)
ACTS	ACCEPTANCE TESTING	**CRYO**	CRYOGENICS
ALGN	ALIGNMENT	**DEGR**	DEGREASING
ASSY	ASSEMBLY	**DIAG**	DIAGNOSTICS
BAKE	BAKE-OUT	**DISA**	DISASSEMBLY
BCP	BUFFERED CHEMICAL POLISH	**EBW**	ELECTRON BEAM WELD
BCPQ	BUFFERED CHEMICAL POLISH W/QTIP	**EP**	ELECTROPOLISH
BRAZ	BRAZING	**EVAC**	EVACUATION
CAL	CALIBRATION	**FAB**	FABRICATION
CHEM	CHEMISTRY	**HEAT**	HEAT TREATMENT
CHK	CHECKOUT	**HEP**	HORIZONTAL ELECTRO POLISH
CLN	CLEANING	**HPR**	HIGH PRESSURE RINSE
CLNRM	CLEAN ROOM	**HPRF**	HIGH POWER RF
CMTF	CRYOMODULE TEST FACILITY	**INSP**	INSPECTION
COMM	COMMISSIONING	**INST**	INSTALLATION
COOL	COOLDOWN	**IONCLN**	IONIZED NITROGEN CLEANING
CPT	CAVITY PROCESSING TRAVELER	**LAP**	LAPPING

Acronym List: WCA Level

PRJ-SYS-WCA-COMP[-COMP]

WCA = Work Center / Activity

WCA	Work Center / Activity (Verb)	WCA	Work Center / Activity (Verb)
LPRF	LOW POWER RF	**RFIN**	RF
MACH	MACHINING	**RWRK**	REWORK
MOVE	MOVING	**SCHED**	SCHEDULED
OPTI	OPTICAL	**SHP**	SHIPPING
PERF	PERFORMANCE	**SUM**	SUMMARY
PKG	PACKAGING	**SURV**	SURVEY
PREP	PREPARATION	**TDWR**	TRANSFER TO DEWAR
PRET	PRESSURE TEST	**THKM**	THICKNESS MEASUREMENT
PROT	PROTECTION	**TOVR**	TURNOVER
RBLD	RE-BUILDING	**TRANS**	TRANSPORTATION
RECOV	RECOVERY	**TUNE**	TUNING
REMV	REMOVAL	**UHVC**	ULTRA HIGH VACUUM CLEANING
REPL	REPLACE	**VTA**	VERTICAL TEST AREA
REPR	REPAIR	**VTRF**	VTA RF TEST
RFFT	RF FEEDTHRU	**WARM**	WARM-UP
RFFTR	RF FREQUENCY TRACKING	**WELD**	WELDING

Acronym List: Component Level

PRJ-SYS-WCA-COMP[-COMP]

WCA = Work Center / Activity

COMPONENTS							
COMP	DEWR	FT06P	HMDR	LLDB	PTUB	SUBC	VBV
ADPT	DGLG	FT08P	HMFT	LOAD	PVA	SUBP	VLV
AMGV	DLCF	FT10P	HOME	MANF	QG999	SWP	VPFT
AS01	DLWF	FT19P	HOML	MLI	RBLD	TCAP	VV
AS02	DLWN	FT32P	IMAG	MUGV	REC	THLH	VVBL
AV15	DLWS	GTV40	INAD	MWNRF	RTBP	THRH	VVLC
B12TD	DSRF	GTVC	IND	NBMP	RTFT	THRM	VVLW
B53TD	ENDD	GTVW	INFF	NBRG	SCND	THTD	WBA
BPBR	FINL	GVWF	INIT	NTFT	SCWG	THTS	WG13
BPIP	FLNG	GVWG	INTL	OMAG	SEC	TSTD	WGD
BPIPE	FMAP	HCEL	INTN	OMAGS	SFR	TUN	WGDX
CMPL	FORM	HEHD	IP45S2D	PBD	STBK	TUNC	WIN
COAX	FPFT	HES	IP45S4D	PFNG	STKU	TUNW	WINW
COLD	FPC	HEVH	JTAT	PORT	STND	TWLD	WNCR
COMP	FRST	HLS	KIT	PRB	STPM	VALV	WNEY
	FPSP	FPPT	FPCFT	FPCPT			

Appendix E

- Oracle Reserved Words
  Do not use for [[FIELDNAMES]]

Oracle Reserved Words and Keywords

The list below is not complete, but we think we have covered all the words that might even possibly pertain to Pansophy traveler writing. These are terms that cannot be used as they appear here as field names in Pansophy. is encountered.

- ACCESS
- ACCOUNT
- ARRAY
- AUDIT
- BLOCK
- BODY
- CHECK
- CHECKPOINT
- CLUSTER
- COLUMN
- COLUMNS
- COMMENT
- COMPRESS
- COMPUTE
- CONNECT
- CONSTRAINT
- CONSTRAINTS
- CONTENTS
- CONTINUE
- COST
- CREATE
- CURRENT
- CURRENT_USER
- CYCLE
- DATABASE
- DATAFILE
- DATAFILES
- DATE
- DECIMAL
- DEFAULT
- DIRECTORY
- DISCONNECT
- DISMOUNT
- DISTINCT
- DISTRIBUTED
- DOUBLE
- DROP
- DUMP
- ENABLE
- END
- ENFORCE
- ENTRY
- ESCAPE
- EXCEPT
- EXCEPTIONS
- EXCHANGE
- EXCLUDING
- EXCLUSIVE
- FALSE
- FAST
- FILE
- FUNCTION
- GLOBAL
- GLOBALLY
- GROUP
- GROUPS
- HEADER
- INDEX
- INDEXED
- INDEXES
- KEY
- LABEL
- LEVEL
- LIMIT
- LINK
- LIST
- LOCK
- LOCKED
- LOG
- LOGFILE
- LOGGING
- LONG
- MANAGE
- MASTER
- MAX
- MAXVALUE
- MIN
- MEMBER
- MINIMUM
- MINUS
- MINVALUE
- MODE
- MOVE
- NEW
- NEXT
- NONE
- NORMAL
- NUMBER
- NUMERIC
- OBJECT
- OFF
- OLD
- ON
- OPEN
- OPTION
- ORDER
- ORGANIZATION
- OVERFLOW
- OWN
- PACKAGE
- PARTITION
- PASSWORD
- PERCENT
- PERMANENT
- PLAN
- PRECISION
- PRESERVE
- PRIMARY
- PRIOR
- PRIVATE
- PRIVILEGE
- PRIVILEGES
- PROCEDURE
- PROFILE
- PUBLIC
- PURGE
- QUEUE
- QUOTA
- RANGE
- RAW
- READ
- REAL
- REBUILD
- RECOVER
- RECOVERABLE
- RECOVERY
- REF
- REFERENCES
- REFERENCING
- REFRESH
- RENAME
- REPLACE
- RESET
- RESIZE
- RESOURCE
- RESTRICTED
- RETURN
- RETURNING
- REUSE
- REVERSE
- REVOKE
- ROLE
- ROLES
- ROLLBACK
- ROW
- ROWS
- RULE
- SAMPLE
- SCOPE
- SEGMENT
- SELECT
- SEQUENCE
- SESSION
- SET
- SHARE
- SHARED
- SHRINK
- SIZE
- SKIP
- SNAPSHOT
- SOME
- SORT
- SPECIFICATION
- SPLIT
- STANDBY
- START
- STATISTICS
- STOP
- STORAGE
- STORE
- STRUCTURE
- SUCCESSFUL
- SWITCH
- SYNONYM
- SYSTEM
- TABLE
- TABLES
- TEMPORARY
- THAN
- THE
- THEN
- THREAD
- TIMESTAMP
- TIME
- TO
- TOPLEVEL
- TRACE
- TRACING
- TRANSACTION
- TRANSITIONAL
- TRIGGER
- TRIGGERS
- TRUE
- TRUNCATE
- TX
- TYPE
- UNDO
- UNION
- UNIQUE
- UNLIMITED
- UNLOCK
- UNRECOVERABLE
- UNTIL
- UNUSABLE
- UNUSED
- UPDATABLE
- UPDATE
- USAGE
- USE
- USER
- USING
- VALIDATE
- VALIDATION
- VALUE
- VALUES
- VIEW
- WHEN
- WHENEVER
- WHERE
- WITH
- WITHOUT
- WORK
- WRITE
- WRITEDOWN
- WRITEUP
- YEAR
- ZONE