



July, 2009

## Equipment Module (EM) - Newsletter

Volume 7

### Help Desk

Ed Mullin (Dynamac)  
**Toll-free: 888-886-5501**  
**Cell: 240-620-6841**  
EMullin@dynamac.com

### Points of Contact NDT

Jeanelle Martinez  
513-487-2428  
Martinez.Jeanelle@epa.gov

### HQ Information Management Team (IMT)

Constance Haaser  
202-564-8028  
Haaser.Constance@epa.gov

Joan Karrie  
202-564-9469  
Karrie.Joan@epa.gov

### In this issue:

**Reports—a solution is on the way...**

**How do I Record Maintenance on a Kit?**

**Status of Regions, Training, Web Conferencing & FAQ's**

**Upcoming EM Changes**

*Page 2...*

**Miscellaneous Tidbits**

**Status of Regions**

### August Web Conference Schedule

Thurs. August 13  
@ 4 PM (EDT)  
Thurs. August 27  
@ 2 PM (EDT)

## Reports—a solution is on the way...

Generating reports from within the Equipment Module (EM) is not difficult to do, but everyone has different reporting needs, and sometimes the EM reports fall short. However, the HQ IMT has been working on a reporting solution that will satisfy the needs of all users - Business Intelligence (BI) Reporting. This system is being integrated into the Portal and into the EM so that any user can generate both routine reports (i.e. monthly inventories) or more detailed reports (i.e. support

costs for all equipment assigned to a specific site or location).

A key feature of the BI reports is its flexibility. Users will have the ability to generate custom reports, filter or sort them as needed, save them for future use, and also make those report formats available to other EM users.

The BI reports are scheduled to be released in late September. We will provide additional information as it gets closer to the release date.

## Copying Maintenance Schedules, a new FAQ

**Q: What is a Maintenance Schedule?**  
**Why do I want to copy one?**  
**Where can I copy it from?**

**A:** A maintenance schedule is a record in the EM that indicates when and with what frequency, a specific maintenance task is to be performed. For example, an EPD could have maintenance schedules for both a monthly startup check, and an annual calibration. The schedule will allow the system to track due dates for all maintenance activities. Rather than having to complete the schedule for

each piece of equipment, the system allows you to locate a similar piece of equipment, or maintenance activity and "Copy" that schedule to the new equipment. You are able to copy maintenance schedules from any piece of equipment in the database, regardless of which region owns it.

To "Copy" a maintenance schedule, use the "Copy Maintenance Schedule" link, and then search for a similar piece of equipment and select which schedule you wish to copy.

## Status: Regions, Training, Web Conferencing & FAQ's

**Regions that are fully operational in the EM:** R2, R3, R4, R5, R6, R7, R9 & ERT/NDT. In August, we will be in R1 for EM Training. In the fall we will be in R8, ERT-LV, ERT-NJ, RERT-LV, & RERT- AL (see chart on Page 3 ).

**Web Conferencing:** In August we will review additional V6 improvements and changes and answer any questions.

**FAQ & QSG:** An initial set of Frequently Asked Questions (FAQs) and Quick Start Guides (QSGs) for the EM have been prepared and are available online on the EM homepage and the epaos.net website.

These should provide an easy to use resource for performing routine tasks within the EM.

## Upcoming EM Changes

**Business Intelligence Reports** (Sept/Oct 2009) - Provides reporting flexibility.  
**Ver. 6.1** (Fall 2009) - Synchronization from laptop version to national database.  
**Ver. 7** (Spring 2010) - Prioritized requirements from Regional Input Meeting.

### Help Desk

Ed Mullin (Dynamac)  
**Toll-free: 888-886-5501**  
**Cell: 240-620-6841**  
 EMullin@dynamac.com

### Points of Contact

#### NDT

Jeanelle Martinez  
 513-487-2428  
 Martinez.Jeanelle@epa.gov

#### HQ IMT

Constance Haaser  
 202-564-8028  
 Haaser.Constance@epa.gov

Joan Karrie  
 202-564-9469  
 Karrie.Joan@epa.gov

## Miscellaneous Tidbits

The goal of the Equipment Module (EM) Newsletter and EM Web Conferencing is to keep our users informed of substantial information related to the EM. The Web Conferencing for July was canceled, but we plan on having two **Web Conferences** **scheduled in August** for:

- August 13 at 4 PM (EDT time zone); and
- August 27 at 2 PM (EDT time zone)

In July, we were in R9 and greatly appreciated the R9 hospitality. R9 provided some questions to add to our FAQs, an idea for a new QSG, and recommendations for EM improvement. These will be incorporated and available shortly.

Fall will be a busy season with R1, R8, R10, ERT-LV, ERT-NJ, RERT-LV, and RERT-NJ expected to be in full use of the EM by the end of 2009!

Version 6 has been released for over a month now, and all the bugs hopefully have been identified. Bugs are being worked on with the same approach as the V7 recommendations based on importance, level of difficulty and cost analysis.

Thank you for all comments, suggestions and questions.

Sincerely,

*Jeanelle*

# Status of Regions with the EM

RERT, NV	Jun-08						
RERT, AL	Jan-09						
ERT, NV	Sep-08	Sep-09					
Region 8	Nov-06	Sep-08					
ERT, NJ	Sep-08	Oct-08					
Region 10	Dec-07	Dec-07	Dec-08	Dec-08	Dec-08		
Region 1	Nov-06	Oct-08	Aug-09	Sep-08	Jan-09		
Region 9	Jun-08	May-09	Jul-09	Jun-09	Jun-09	Jul-09	Jul-09
Region 6	Mar-08	Apr-09	May-09	Apr-09	Jun-09	Jun-09	Jul-09
Region 7	Jan-07	Dec-08	May-09	Apr-09	Jun-09	Jun-09	Jul-09
NDT/ERT, KY	Feb-08	Jun-08	Oct-08	May-08	Jun-08	Jun-08	Sep-08
Region 3	May-08	May-08	Jul-08	May-08	Jul-08	Aug-08	Sep-08
Region 4	Jun-08	Aug-08	Aug-08	Jul-08	Sep-08	Jan-09	Jan-09
Region 2	Apr-08	Jul-08	Dec-08	Sep-08	Sep-08	Jan-09	Jan-09
Region 5	Mar-07	Sep-08	Dec-08	Feb-09	Feb-09	Apr-09	Apr-09

□ Data Received

■ Data Clarifications

■ EM Training

■ Data Resolved

■ Data Migrated

■ Data Validated

■ EM In Full Use