



Estates and Buildings Information System

User Guide

ARCHIBUS/FM V17

Fire Equipment Tests on PDA

Foreword

This User Guide document has been designed for the purpose of training relevant members of staff within Estates and Buildings.

System Support

If you require assistance please contact Ebisusers@ed.ac.uk in the first instance. All urgent requests should be directed to the Ebisusers Support Desk on ☎ 50 9683.

More information on the EBIS Project is available at:-

<http://www.ebis.estates.ed.ac.uk>

Logging on to EBIS Online

Login to the following url using user name and password which are supplied by Ebisusers.

<https://www-live.ebis.estates.ed.ac.uk/ebistop.cfm>

This will open menu bar showing what access you have been set up with.

Logging on to Archibus

Double click on the Archibus-FM 17 icon  on desktop to open Core Archibus Program.

In Project double click on  to open up Project

Enter User Name and Password – which are supplied by Ebisusers – then click OK

This will now open up the Archibus/FM Navigator showing all modules/groups you have access to.

Fire Equipment Tests on PDA User Guide

Once Fire Equipment has been Imported from Archibus to PDA this is ready to be used to carry out testing.

To access Fire Equipment on PDA, open the Mass Mobile Solutions program from within Symbol App Center then select Fire Equip MASter:



Click on Log In to enter Fire Equipment program



Enter User Name and Password and then click on Login



Fire Equip MASSTER

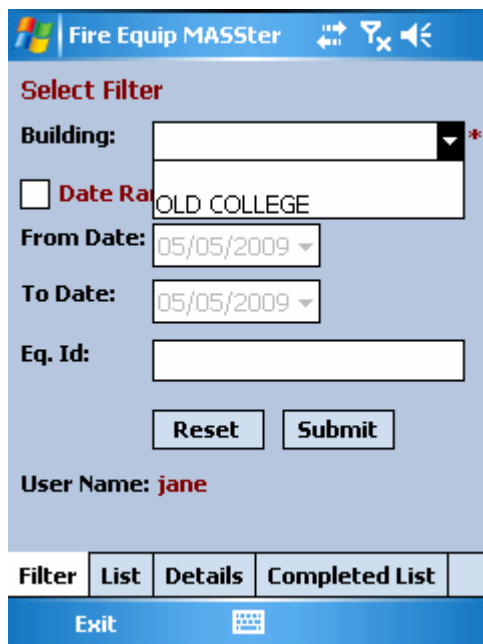
User Name:

Password:

Login

Exit 

This will bring back filter screen where you should enter the data you wish to bring back i.e. specific building or specific piece of equipment.



Fire Equip MASSTER

Select Filter

Building: *

Date Range

From Date:


To Date:

Eq. Id:

Reset Submit

User Name: jane

Filter List Details Completed List

Exit 

If the specific piece of equipment is bar coded click in Eq.Id field and swipe the bar code on the piece of equipment and click submit.

This will bring back Asset Details for that piece of equipment.

The screenshot shows the 'Fire Equip MASSTer' application window. The form displays the following details for asset 007171:

- Asset No.:** 007171
- Description:** SWP
- Building-Floor-Room:** OLD COLLEGE-OLD COLLEGE-
- Location:** -
- Eq. Status:** In service
- Inspection Date:** 05/05/2009
- Status:** Pass
- Failure Type:** (empty dropdown)
- Fault Code:** (empty dropdown)

At the bottom of the form are 'Clear' and 'Save' buttons. Below the form is a navigation bar with 'Filter', 'List', 'Details', and 'Completed List' tabs. The 'Details' tab is currently selected. An 'Exit' button is located at the very bottom of the window.

If building is selected a list of equipment for the chosen building will be displayed

The screenshot shows the 'Fire Equip MASSTer' application window displaying a list of equipment for the selected building 'OLD COLLEGE'. The 'Dt. Range' is set to '-'. The list contains the following data:

Asset No.	Description	Ext.
007171	SWP	SWP
007172	SWP	SWP
007177	SWP	SWP
007179	SWP	SWP
007181	SWP	SWP
007184	SWP	SWP
007185	SWP	SWP
007186	SWP	SWP
007187	SWP	SWP

Below the table, it indicates 'Record 1 of 166 Sort: Col 1 Ascending' and a 'Submit' button. The navigation bar at the bottom shows 'Filter', 'List', 'Details', and 'Completed List' tabs, with 'List' selected. An 'Exit' button is at the bottom of the window.

Highlight the Asset you require to carry out test on and Submit to bring back Asset Details.

Asset No.: 007171

Description: SWP

Building-Floor-Room: OLD COLLEGE-OLD COLLEGE-

Location: -

Eq. Status: In service

Inspection Date : 05/05/2009

Status: Pass

Failure Type:

Fault Code:

Clear Save

Filter List Details Completed List

Exit

Enter Test Results for chosen Asset once carried out.

If Status of Equipment changes or is incorrect this should be selected from the drop down list. Statuses are available as follows:

In service, stock, hire festival, scrapped, missing, miscellaneous, orcaes study, Out of Service, In Repair, In storage, sold

If Asset has Passed test Failure Type and Fault Code will not be available for updating but if Asset has Failed these fields will become available for entering reason:

Asset No.: 007171

Description: SWP

Building-Floor-Room: OLD COLLEGE-OLD COLLEGE-

Location: PHYSICAL

Eq. Status: EQUIPMENT

Inspection Date : MALICIOUS

Status: FIRE

Failure Type: TESTS

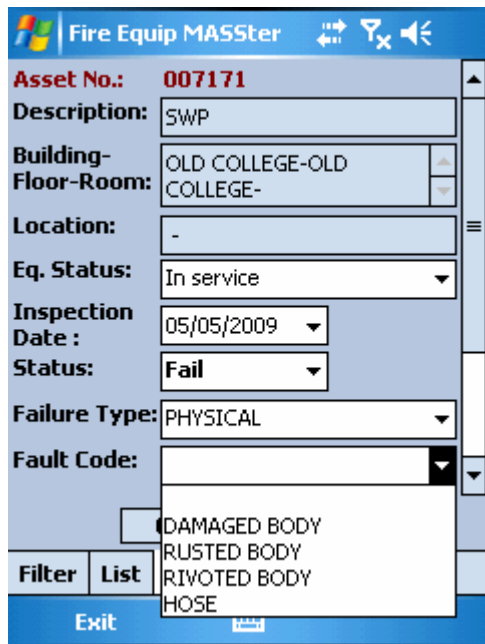
Fault Code: TRAINING

MISSING

Clear Save

Filter List Details Completed List

Exit



The Fault Code for failure restricts to Codes available for the Failure Type selected.

FAILURE TYPE	FAULT CODE
PHYSICAL	DAMAGED BODY
PHYSICAL	RUSTED BODY
PHYSICAL	RIVOTED BODY
PHYSICAL	HOSE
EQUIPMENT	CONTINUAL DISCHARGE
EQUIPMENT	LEAKING PRESSURE
EQUIPMENT	LEAKING CONTENT
EQUIPMENT	DISCHARGED
EQUIPMENT	SEAL
EQUIPMENT	PIN
MALICIOUS	DISCHARGED
MALICIOUS	MISSING
MALICIOUS	DAMAGED
TESTS	5 FIRE
TESTS	10 YEAR
TESTS	15 YEAR
TESTS	20 YEAR
FIRE	FIRE
TRAINING	TRAINING
MISSING	MISSING

Fire Equip MASster

Eq. Status: In service

Inspection Date: 05/05/2009

Status: Fail

Failure Type: PHYSICAL

Fault Code: DAMAGED BODY

Comments:

Equipment Location: 0001-007 Post Room Basement 11 outside

Clear Save

Filter List Details Completed List

Exit

Comments can be typed directly into the comments field using the keyboard which can be accessed through click on keyboard on bottom right of screen.



Once details have been entered for Asset click on Save to save test results.

This test result will now go into Completed List. If you wish to view completed tests click on Completed List and then select Asset you wish to view and Submit.

Fire Equip MASster

Building: OLD COLLEGE

Dt. Range: -

Asset No.	Description	Status
007171	SWP	F

Record 1 of 1 Sort: Col 1 Ascending Submit

Filter List Details Completed List

Exit

If you require to change any test results on a Completed test you can pick up from Completed List make your changes and then click on Save.

Once all Tests have been carried out PDA is then ready for Exporting back to Archibus.