

How to attach a document on an RSR (Any non-setting file document)

Step #1

Go to SWM – RSR Overview

- Select Site Location
- Select and double click RSR

The screenshot displays the IPS-ENERGY™ software interface. The main window is titled 'SWM™' and contains several panes:

- Location Explorer:** A tree view showing the hierarchy of locations. 'Angas Creek' and 'Ardrossan West' are selected and circled in red.
- Relay Setting Requests:** A table with columns: Record Type, SRI, CIRI, Status, State, and State Tim. The last row (row 15) is circled in red.
- Bottom Navigation:** A bar with buttons for 'Asset Management', 'RELEX™', and 'SWM™'. The 'SWM™' button is circled in red.

	0	Record Type	SRI	CIRI	Status	State	State Tim
1		RSR	19.12.2018		Normal	Reviewed	07/01/2018
2		RSR	24.04.2018		Close	Sealed sett	16/05/2018
3		RSR	16.05.2018		Close	Sealed sett	19/12/2018
4		RSR	27.03.2017		Close	Sealed sett	15/11/2017
5		RSR	24.07.2015		Normal	Recorded *	03/07/2015
6	0	RSR	29.05.2015		Close	Sealed sett	22/03/2015
7		RSR	02.03.2017		Close	Sealed sett	04/07/2017
8		RSR	24.07.2015		Normal	New Settlin	06/03/2015
9		RSR	02.03.2017		Close	Sealed sett	04/07/2017
10		RSR	24.07.2015		Normal	New Settlin	06/03/2015
11		RSR	24.07.2015		Normal	New Settlin	06/03/2015
12		RSR	24.07.2015		Normal	New Settlin	06/03/2015
13		RSR	02.03.2017		Close	Sealed sett	04/07/2017
14	0	RSR	29.05.2015		Close	Sealed sett	22/03/2015
15		RSR	02.03.2017		Close	Sealed sett	04/07/2017
		RSR	24.07.2015		Normal	Recorded *	03/07/2015

Step #2

Once RSR is open

- Go to “Data” Tab
- Select and double click “Edit Asset...” button

Relay Setting Request - ElectraNet/Angas Creek/132 KV/F1832 - Mannum (CB6066)/SE

Data Message List Relay Setting Relay Setting Comparison Workflow Projects Dependency

SRI 24.07.2015.15.06.23160917182820 Change...

Asset

Location: ElectraNet/Angas Creek/132 KV/F1832 - Mannum

Manufacturer: SEL

Asset Type: SEL-421-1

Name: SEL-421-1

Select Asset... View Asset...
Reset Asset Edit Asset...

Setting: 06/06/2017 3:36 PM
Select Reset

Location

Object Name

Description

Type

Work Order Attach

Setter: User: costj0 (CPP - James Costoloe)

Comm. Supervisor:

Commissioner: User: etmip0 (SAPN - Peyman Etminan)

Workflow Type: RSR (Superseded!)

Workflow State

Description: Recorded "As-left" VS RSR approved setting. Attached in IPS the final rela

Reset

Workflow History

	Index	Created at	User	Source Transition	Description	Decision Result	Resu Type
▶	5	03/07/2017	CPP	Applied / T	Recorded *		
2	4	03/07/2017	CPP	Authorised	Recorded c		
3	3	10/10/2016	etmip0	Assign to E	Reviewed		
4	2	10/10/2016	CPP	RSR sent	New Settlin		
5	1	17/09/2016	etmip0	>	RSR Creat		

Step #3

Device window pops up

- Go to “General” Tab
- Click attachment button
- Select “Attachments” from the drop down menu

Asset Object - ElectraNet/Angas Creek/132 KV/F1832 - Mannum (CB6066)//SEL-421-1

General | Device | Digital Device | Relay Data | Relay Settings | Relay Setting Comparison | Asset Management | ElectraNet | OPSWAN | CT Core to A < >

Asset Type: SEL-421-1

Asset Group: Protection Device | Description: Distance protection

Asset Register Category: | Functional Failure Asset Category: | Reset

Location: ElectraNet/Angas Creek/132 KV/F1832 - Mannum (CB6066)/

Assigned to Asset: | Reset

Name: SEL-421-1 | Owner: |

Internal Ref. No.: T438-SSS-1832-2PROT | Inventory No.: |

Excluded from SAP: | SAP Eq. No.: 20022060 | Comment: |

Barcode: 022521000015899

CIM Mapping Name: |

Creation Origin: Imported | Creation Date: Monday, 21 October 2013

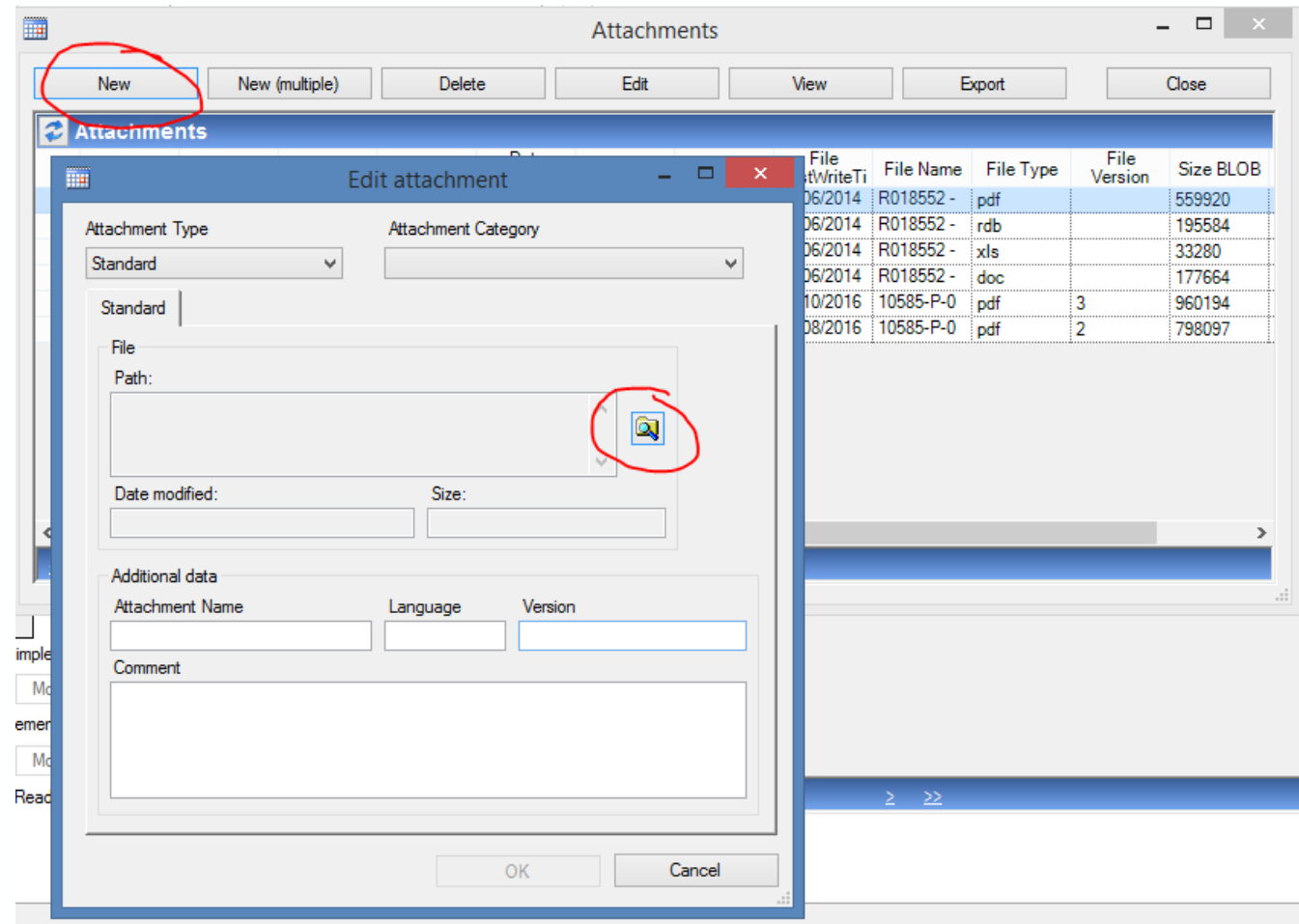
Update/Close | Update | Close

Step #4

Attachment window pops up

- Click “New” or “New (multiple)”
- Click file explorer
- Select and open file
- Add comment as required
- Close and Save all windows

... All done!



Thank You

If you have any questions please contact:

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