# HOW TO USE THIS MANUAL

Thank you for purchasing the PdMA MCEGold. This manual has been written to help you understand MCEGold features and how using it will enhance your motor reliability and predictive maintenance programs. Please read it thoroughly to familiarize yourself with the various MCEGold features and then keep it nearby as a reference.

## OVERVIEW

Chapter One: Introduction and Chapter Two: Hardware are informational chapters. Chapter Three: MCEGold explains in detail the MCEGold software. Chapter Four discusses the Network Edition. The remaining chapters are each divided into two sections. The first section contains the step-by-step procedures to operate the tester. The second section contains information to assist you in interpreting the test data. Chapter Five covers MCE testing, Chapter Six covers EMAX Current Analysis and Chapter Seven EMAX Power Analysis.

Appendix A contains suggested resources for additional information

This manual was prepared using MCEGold P-Series. Due to software updates and hardware changes, material contained in the PdMA MCEGold Product Support Manual may not be up to date. Always check the Technotes and Appendix sections for the latest updates. Also, some material contained in this manual may not apply to the version of tester that you have. You may locate the version and series of your tester by selecting Help, About from the MCEGold menu.

## TUTORIALS

There are short audio/video tutorials included in the software. These are Home Window, Site Condition, Site Navigator, WatchList, and Message Center. Depending on your software version you may have additional tutorials.

To view the tutorials, select Help on the menu bar, then Tutorial, and the tutorial you wish to view. It will begin playing automatically

## CONVENTIONS USED

It is assumed that you have a working knowledge of your computer and its operation, including how to use a mouse, standard menus, and commands. Also, how to open, save, and close files and manipulate multiple windows.

**Buttons.**  Buttons in MCEGold, Current, and Power Analysis programs are written in bold. For example, Click **OK** means to click on the OK button.

**Computer Keys.** Computer Keys are enclosed in pointed brackets and typed in bold. For example, <**Enter**>.

**Cancel, Close, and Exit.** These buttons are basic Windows commands and are used to exit a window, return to the previous location, or quit a step without saving the changes made. This manual assumes the user knows how to use the Cancel, Close (the "x" in the

upper right corner), and Exit buttons. In the interest of clarity, the instructions will not be given in the procedures, except to designate the end of a procedure.

**Data or Text Box Entry Field.** A Data Entry Field is used to enter information into the MCEGold database. Data which should be entered by the user is denoted by italics. For example, Type *a:\setup.exe* in the <u>O</u>pen box.

**Display Only Fields.** A Display Only field displays the data and you cannot enter data or make changes.

**Drop-Down Menus.** Drop-down menu items are displayed by clicking the down arrow located to the right of the text box.

**Headings.** Each chapter is broken down into sections, with the headings shown below as they appear in the text. Recognizing the level will help you maneuver through the chapter.

# HEADING 1

## Heading 2

### Heading 3
#### Heading 4
**Run In Heading.**

NOTE    Note will appear here.

HINT    Hint will appear here.

**Hot Keys.** A hot key is a keyboard shortcut used to access a menu command or a button. A hot key is designated by an underlined letter in a word. For example, <u>F</u>ile indicates press <Alt+F>. Sometimes the hot key is shown on a menu as in the File menu, Exit (Crtl+X) for Exit.

**Key Combinations.** Key combinations are linked by a + sign. Press and hold down the first key and then the second key or press the two keys at the same time. For example, <Shift+Tab>, <Alt+X>, or <CTRL+X>.

**Menu Items.** Menu items are written with the first letter capitalized. For example, File.

**PdMA Motor Tester.** Throughout this manual, the term MCE refers to the deenergized (static) motor testing capability of the tester or a stand alone deenergized (static) motor tester. EMAX refers to the energized (dynamic) motor testing capability of the tester or a stand alone energized (dynamic) motor tester. MCEMAX refers to a tester with both deenergized (static) and energized (dynamic) motor testing capabilities.

**MCEGold.** MCEGold is the name of the software that powers the MCEMAX tester.

**Text Box Entries.** Data to be entered by the user is denoted by italics. For example, Type *a:\setup.exe* in the Open box.

**Window Names.** Specific window names in MCEGold, Current, and Power Analysis programs are capitalized.

**Version.** MCEGold version 2.0 was used to prepare this manual. It is referenced in the manual as MCEGold.

# SYMBOLS

**Cautions** are dictated by the symbol shown below. It advises users that failure to take or avoid a specific action could result in loss of data or damage to the equipment.

**Warnings** are indicated by the symbol shown below. It is used when there is possible personal danger or irreversible destruction of equipment.

| Symbol | Publication | Description |
|---|---|---|
|  | IEC 417, No. 5031 | Direct current |
|  | IEC 417, No. 5032 | Alternating current |
|  | IEC 417, No. 5172 | Equipment protected throughout by double insulation or reinforced insulation (equivalent to Class II of IEC 536) |
|  | ISO 3864, No. B.3.6 | Caution, risk of electrical shock |
|  | ISO 3864, No. B.3.1 | Caution (refer to accompanying documents) |

# COMMON TERMS USED

**Button** – a square or rectangular area on the screen that initiates an action when clicked.

**Choose –** opens a menu or initiates a command. For example, Choose New from the File menu.

**Click –** move the mouse pointer over an object or icon and press and release the left mouse button. For example, Click **OK**. Assume left mouse click unless directed otherwise. For example, Right click **Start** means to press and release the right mouse button on the **Start** Button.

**Close** – click on the "x" in the upper right corner of the window.

**Copy** – places a duplicate of the highlighted selection on the clipboard to allow pasting on another location. For example, Copy the first figure in Appendix A. Copy Asset is also a menu item found in Asset Manager, Asset. This Copy opens a copy dialog box.

**Cursor or Pointer** – indicator on the screen that shows where the mouse action occurs. For example, Place the cursor on the motor.

**Cut** – removes the highlighted selection from the current location and places it on the clipboard.

**Dialog Box** – contains a message and one or more options for the user to choose from or space to enter information.

**Dimmed –** refers to a button or command that is unavailable or inactive. The button appears on the screen dimmed or grayed out.

**Display** – opens a window. For example, Display the Default Properties window.

**Double-click** – click the mouse button twice in rapid succession. For example, Double-click on the Site Navigator icon.

**Drag** – place the pointer on an object, press the left mouse button and hold it down, then slide the object to the desired location and release the mouse button. For example, Drag the icon to the upper-left corner of the screen. This is also referred to as drag and drop.

**Drop-down List** – a box containing multiple options. Click the arrow to display the list, then click an item in the list to select it.

**Field** – area in a dialog box where information is typed.

**Hover** – holding the cursor over an area on the window for a short time, which causes a pop-up box to display information about that area. Many areas of MCEGold have hovering capabilities.

**Icon**–a pictorial description of an action, usually found on the tool bar.

**Menu –** list of commands or instructions displayed on the screen.

**Menu Bar** – runs across the top of a window under the MCEGold Title Bar. Selecting a menu item opens a drop-down menu from which other items may be selected.

**Move** – maneuver the pointer on the workspace by sliding the mouse with no buttons pressed. For example, Move the pointer to the down arrow and click.

**Open** – to start an application or to access a document, file, or folder. This is usually done by clicking on an icon or file name. For example, Open MCEGold.

**Option Button –** circular buttons associated with items in a list. These indicate mutually exclusive choices. Click on an option button to select it and the center darkens. Click on a different button to change your choice.

**Paste –** places the contents of the clipboard at the insertion point. For example, Paste the the text into the Notes area. You must copy an item before it can be pasted.

**Point** – to move the pointer to a specific location on the screen by moving the mouse with no buttons pressed. For example, Point to the trash can icon and click to select it.

**Screen** – refers to the graphic portion of a monitor.

**Select** – highlight an item so the software can identify it as the one on which to perform the operation. Do this by pointing to the item and clicking the left mouse button once.

**Scroll** – move the contents up/down or right/left on the computer screen by clicking the scroll arrow or dragging the scroll box., which is located to the right or across the bottom of the window. Scroll bars only appear when there is too much information to fit on the window.

**Title Bar –** the band at the top of the window containing an identifying phrase. The Title Bar may have the name of the application, the main purpose of the window, or the name of the currently active file or motor.

**Tool Bar –** the Tool Bar lies just below the menu bar and contains the icons, which provide quick access to the most commonly used MCE, EMAX, or MCEMAX features.

**Window** – is an open program display contained within the screen. You may have several open windows on the screen at the same time.