MCEGold®

GETTING STARTED GUIDE

NETWORK EDITION

CLOUD SERVICES

Revolutionizing Electrical Reliability

PdMA® CORPORATION

MCEGOLD NETWORK EDITION CLOUD SERVICES

Note: To assist you in locating a specific area of interest, a chronological index is provided on page 63.

The network edition of MCEGold® 3.1 is designed to accommodate multiple sites and multiple formats, such as desktops and field testers. The number of sites, formats, and seats/users is dependent on the license purchased. The license may be upgraded/changed using the MCEGold Utility program.

The network edition of MCEGold® 3.1 is also available for access to PdMA Cloud Services. If you are an existing MCEGold user then you must change your license key to use Cloud Services. This is done through the Utility program. See page 7, License Key for instructions on how to do this. Contact PdMA for a new license key.

Cloud Service installation and operation requires three USB drives.

The **red USB** is used by PdMA to provide the encryption security key necessary for the initial setup to the cloud server. Keep this key in a secure location.

The **white USB** is used to install or re-install the MCEGold software on field testers already in the field. Testers sent by PdMA will already have MCEGold installed and connected to the cloud server.

The **blue USB** provides portable desktop (non-testing) access to the MCEGold program and cloud server data.

There are three different login modes Network Desktop, Field Tester Network, and Field Tester Local.

Network Desktop. Installed on desktops only for MCEGold desktop operations such as analyzing data, adding assets, etc. This format does not communicate with or operate field testers.

Field Tester Network. This login is for communication and operation of a field tester. It supports testing and saving data directly to the network or Cloud Services. It must be used to synchronize data between the network and field testers. See page 55 for more information.

Field Tester Local. This login is for a field tester that is <u>not</u> connected to the network or Cloud Services. It supports testing and saving data to the tester, which must be UpSynced to the network or Cloud Services. See page 55 for more information.

The difference in the MCEGold desktop home window between stand alone and network edition, is the stand alone edition displays only one site icon in Site Navigator, and the network edition the Site Navigator displays multiple site icons. Also, during the field tester synchronization process Deleted Assets and New Assets folders may be automatically added. See Figure 1.

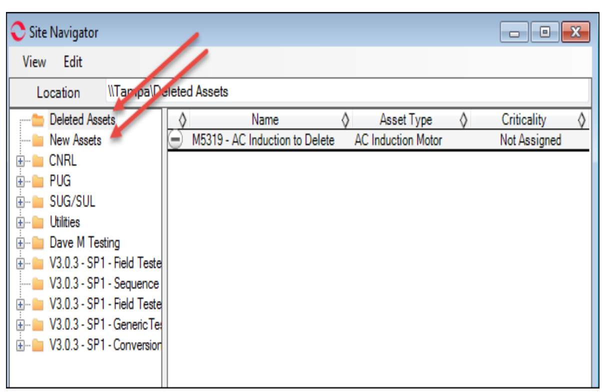


Figure 1: Network Edition - Site Navigator

Clicking on a site icon causes the folders and assets associated with that site to be displayed in all of the home window areas (WatchList, Site Condition, and Message Center).

A Deleted Assets folder is created when an asset from the field tester is synchronized with the network and the asset on the network has been deleted. The asset is placed in the Deleted Assets folder during the UpSync process.

A New Assets folder is created when a field tester local UpSyncs an asset that has been created in the field. After UpSyncing the asset can be moved to the correct folder.

The difference in the MCEGold home screen between Field Tester Local and Field Tester Network is that on the Field Tester Local when MCEGold starts, the home screen, shown in Figure 2, displays only the WatchList and Message Center. The Site Navigator and Site Condition windows are not available. On the Field Tester Network shown in Figure 3, Site Navigator and Site Condition window are visible and the DataSync icon is included on the toolbar. See page 55 for more information on the testers.

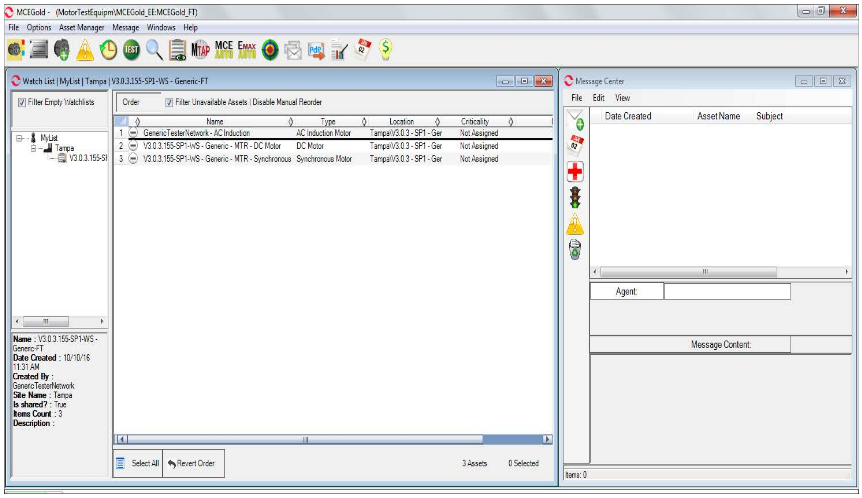


Figure 2: Field Tester Local Home Window

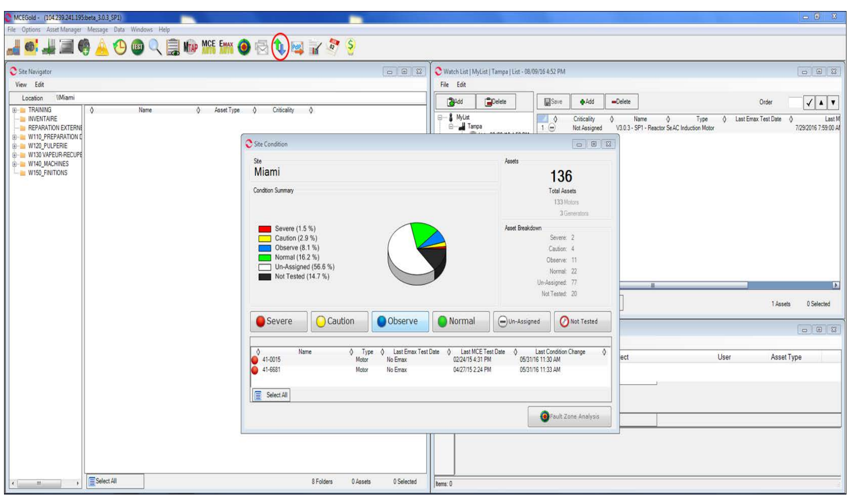


Figure 3: Field Tester Network Home Window

A login name and password are required to start MCEGold Network. Login names and passwords are created by the Administrator using the Account Manager program. See page 25 for more information.

UTILITY PROGRAM

The Utility Program is used to verify the server key information and perform tasks related to the license key and database. Table 1 displays which utility programs are available for each version.

Desktop: The Utility Program for a desktop is located on the blue Cloud USB. Insert the blue Cloud USB and locate the MCEGold folder. Open the folder then locate and open the Utility folder. Click on Utility.exe.

Tester: The Utility Program for testers is located at Start>All Programs>PdMA Coporation>Utilities.

Table 3-1: Utility Programs

Utility	Desktop	Field Tester
License Key	X	X
Database	X	X
Server	X	
Information	X	X

Figure 4 is the Desktop Utility window and Figure 5 is the Field Tester Utility window.

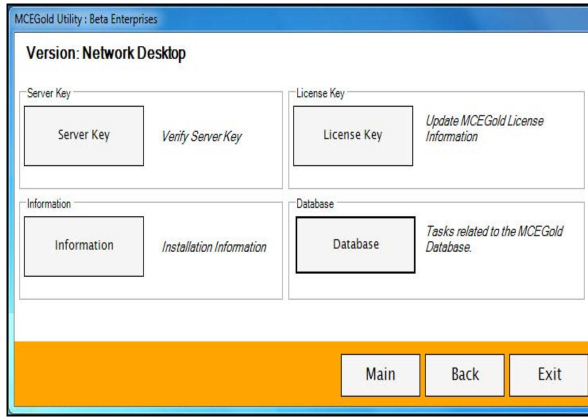


Figure 4: Network Desktop Utility Window

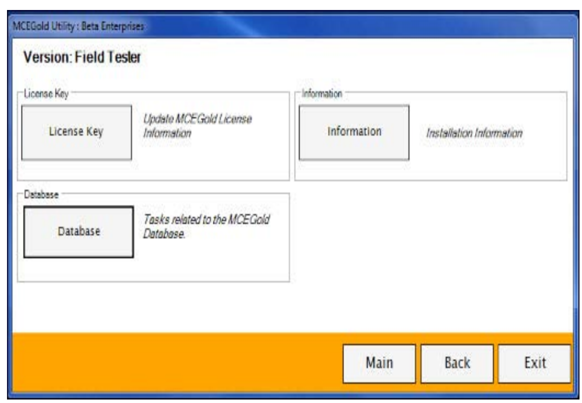


Figure 5: Network Field Tester Utility Window

License Key

Selecting the License Key button from the Utility window allows you to change/upgrade your MCEGold License

Key. You would do this if you purchased a different MCEGold version or more sites/seats. This button is available on both desktop and field tester.

The License Key window is shown in Figure 6. Fill in the Company Name and License Key exactly as provided to you by PdMA. When entering the license key the cursor automatically advances to the next box as you are entering the information. It is not case sensitive. You may copy and paste the license key using the paste button located to the right of the License Key fields. Click **Submit**.

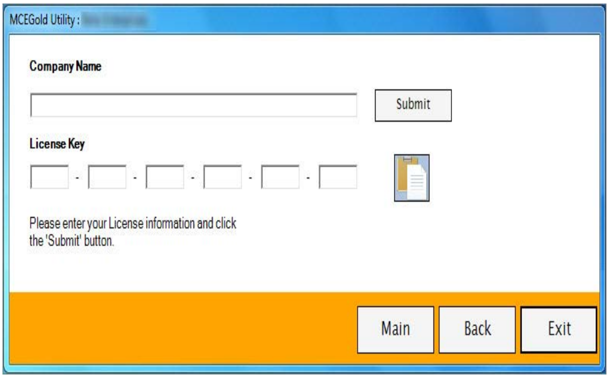


Figure 6: Utility License Key Window

Information

The Information button displays installation information about the MCEGold software. The Information window is different for the desktop and tester. Figure 7 shows the Information window for a network desktop and Figure 8 shows the Information window for a network tester. No information can be modified in these windows.

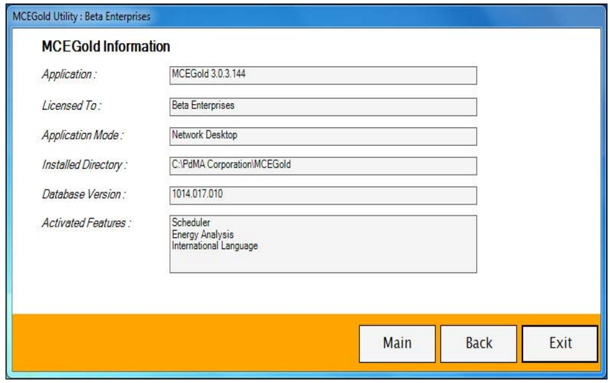


Figure 7: Network Desktop Information Window

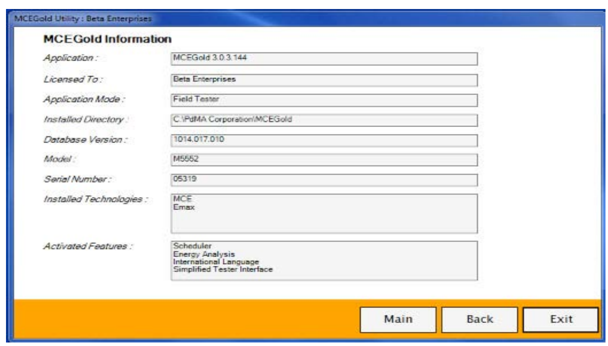


Figure 8: Network Tester Information Window

Database

Selecting the Database button from the Utility window allows you to change the server location and Authentication Type. You will need to do this to access PdMA Cloud Services. It also displays Connection Name and Port Number, which are for information only and cannot be changed. This button is available on both desktop and field tester. However, the procedure is different for each.

Database Utility - Desktop

The Database Utility for the Desktop is pre-configured so no action is needed.

Database Utility - Field Tester

Selecting the Database button from the Utility Window opens the database window shown in Figure 9. The window displays two sections, Local Database and Server Location.

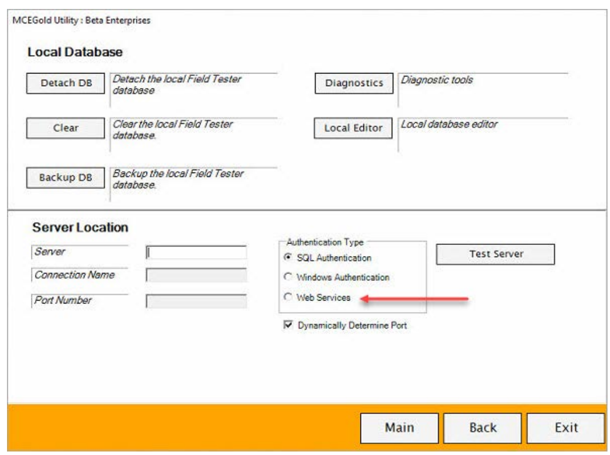


Figure 9: MCEGold Utility Database Window - Cloud Services

Local Database. The Local Database section has five buttons.

Detach DB button toggles with an Attach DB button. Detach allows you to detach the database from the tester, perform a backup, and then using the *Attach DB* button reattach the same database back to the tester.

The *Clear* button clears the local database permanently from the tester.

Backup Database (local DB only) button causes a window to open that asks for the name and location for the backup. Then it will create a backup of the local database.

Local Editor button allows the user to edit the local database information, such as SQL user name and password. **This is not recommended.**

Server Location. The Server Location is used to connect to PdMA Cloud Services database.

1. To connect to PdMA Cloud Services Database select the Web Services option in the Authentication Type section as shown in Figure 9.

2. The window will change as shown in Figure 10. The Port Number title changes to Security and the Dynamically Determine Port option is removed.

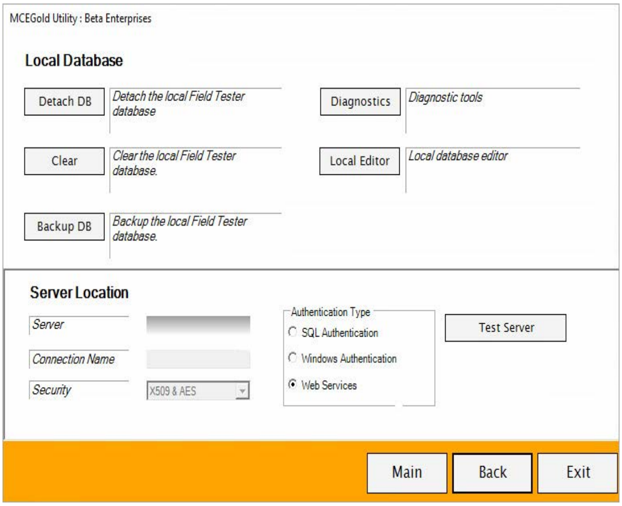


Figure 10: MCEGold Utility Database Window - Cloud Services

3. In the MCEGold Utility Database window (Figure 10) enter the Server information in the text box. The Server information is provided by PdMA. Click **Test Server.**

4. A Security message appears (Figure 11) informing you that you need to setup the connection through the Security page. Click **Yes**. If you select **No**, the process is halted without setting up Cloud Services.

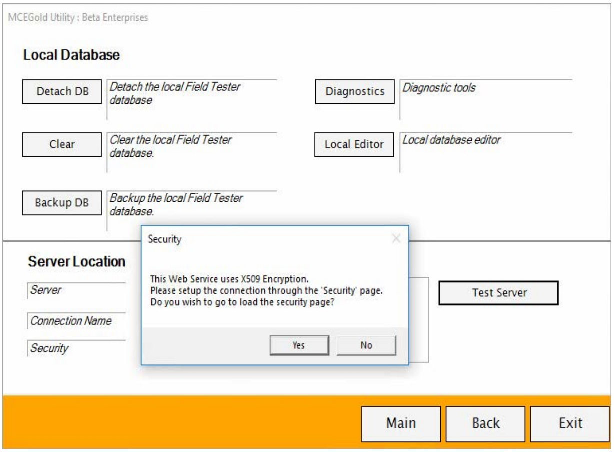


Figure 11: Security Window

5. In the MCEGold Utility Security window (Figure 12) enter the Connection Name provided by your company.

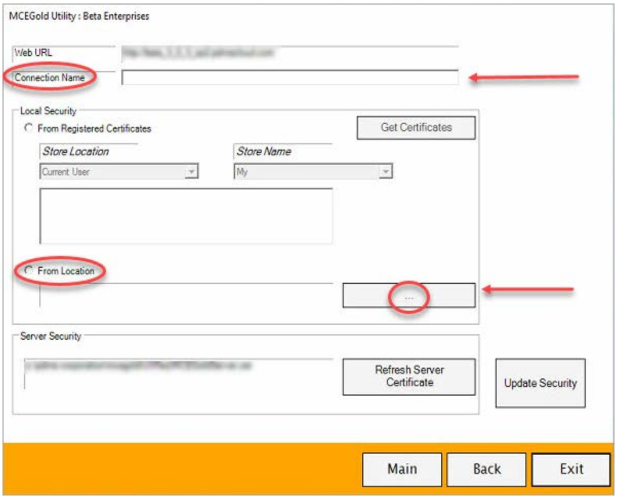


Figure 12: MCEGold Utility Security Window

6. Insert the red USB drive or contact your administrator for access to the information contained on the red USB drive.

7. In the Local Security Section, select the From Location option and click **the browse button** (contains the three dots). See Figure 12.

8. The Windows Explorer window appears. Locate the Client Certificate, the file extension is .pfx and it is the only file on the red USB drive. Highlight it and click **Open**.

9. The X509 Password window (Figure 13) appears. Select Use Default Password. Click **Apply**.

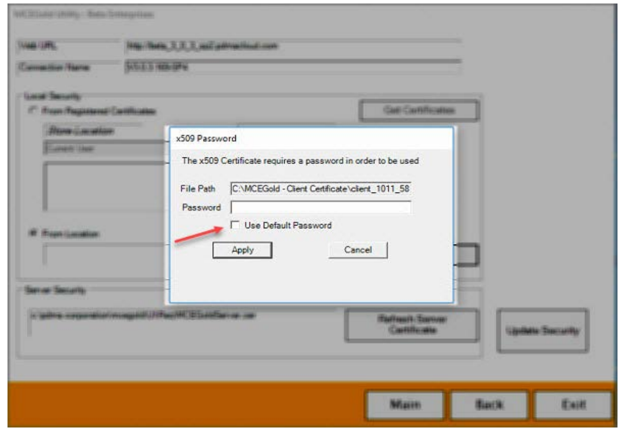


Figure 13: X509 Password Window

10. The X509 Status window shown in Figure 14 appears, informing you the password has been validated. Click **OK**. If this window does not appear return to step 5.

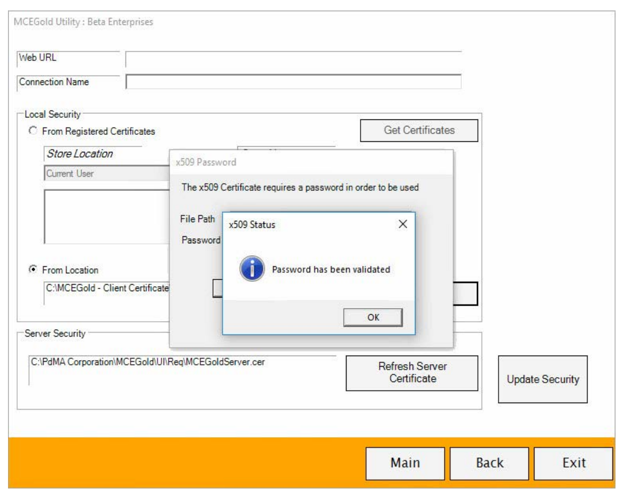


Figure 14: x509 Status Window

11. On the MCEGold Utility window (Figure 15), the From Location information automatically fills in. **Click Refresh Server Certificate**.

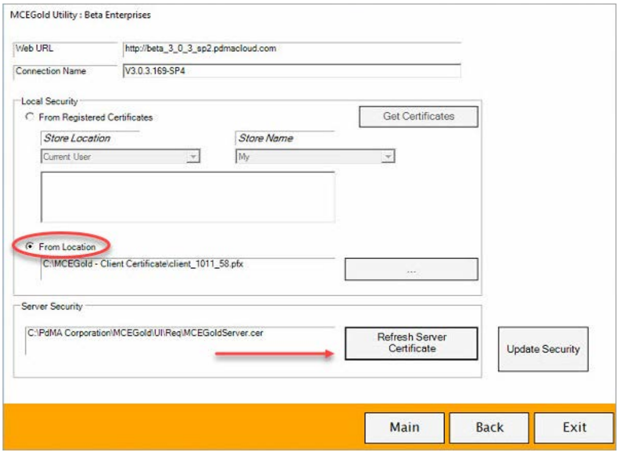


Figure 15: MCEGold Utility Window

12. The Windows Explorer window (Figure 16) appears with the File name automatically filled in. Click **Save**.

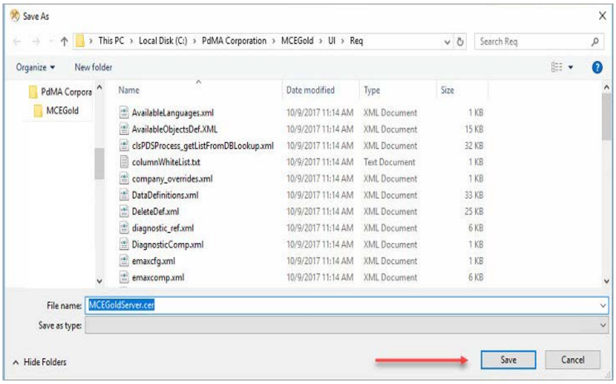


Figure 16: Windows Explorer Window

13. You may receive a message informing you that MCEGoldServer.cer already exists as shown in Figure 17. Click **Yes.**

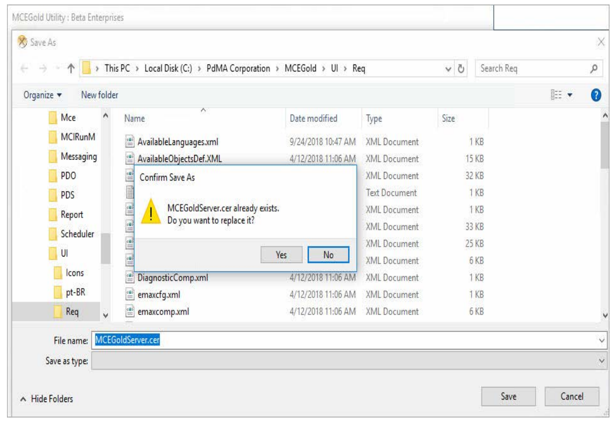


Figure 17: MCEGold Database - Confirm Save As Window

14. MCEGold utility Security Setup window reappears. Click **Update Security**.

15. The MCEGold Database updated message (Figure 18) appears. Click **OK**.

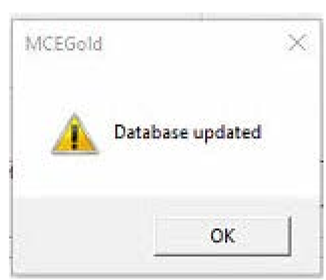


Figure 18: MCEGold Database Updated Window

16. Click **Exit** in the MCEGold Utility window.

STARTING MCEGOLD

1. Start MCEGold. The appropriate Login window appears (Figures 19, 20 and 21). The server information field will be filled in automatically. If the field is blank return to the appropriate Database Setup instructions.

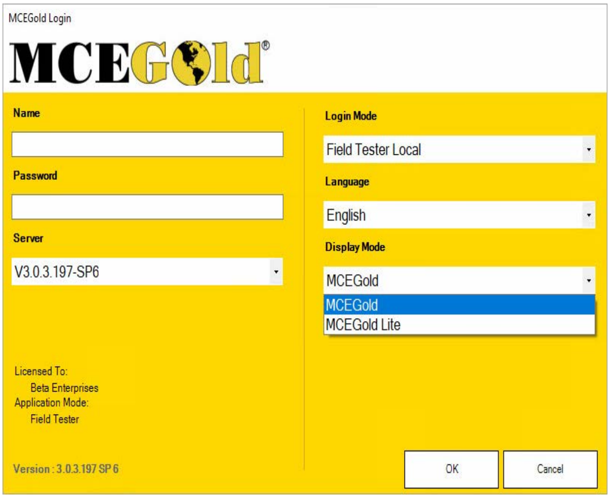


Figure 19: MCEGold Login - Field Tester Local

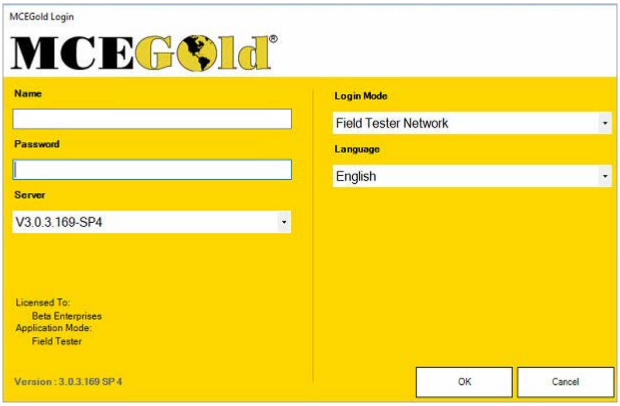


Figure 20: MCEGold Login - Field Tester Network

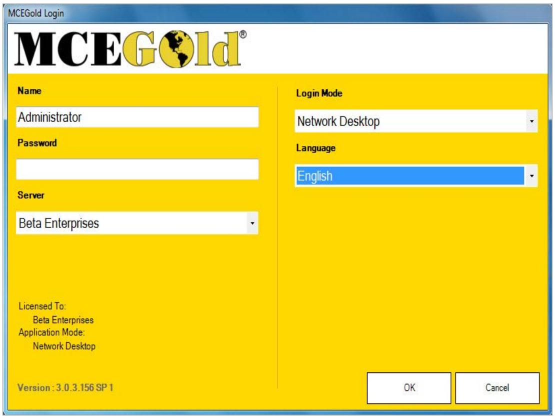


Figure 21: MCEGold Login - Network Desktop

2. In the Name Field enter the User Name provided by the your program manager.

3. In the Password Field enter the Password provided by your IT department.

   For *Field Tester Local* select Field Tester Local from the Login Mode drop down menu and either MCEGold or MCEGold Lite from the Display Mode drop down menu (Figure 19)

   For *Field Tester Network* select Field Tester Network from the Login Mode drop down menu.(Figure 20)

   For *Desktop* the Login Mode displays Network Desktop (Figure 21)**.**

4. Click **OK**.

Portable Desktop Cloud Services

With Portable Desktop Cloud Services you can take the desktop software anywhere, i.e., on a laptop, home computer, field tester, etc.

Installation

You will be working from software stored on the Blue PdMA Cloud Services USB drive, so an installation is not required. You may either run the software from your local computer (recommended) or from the disk (see page 23).

Run From Local Computer (Recommended)

1. Insert blue PdMA USB Drive into your computer. The computer must be Windows 7 or 10 and connected to the Internet.

2. You may see the AutoPlay window (Figure 22), select Open folder to view files and go to step 4. If you do not see the AutoPlay window open a Windows Explorer window.

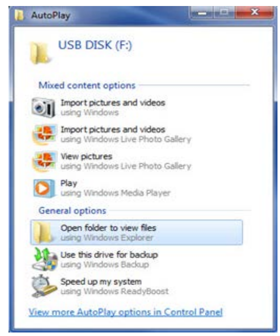


Figure 22: AutoPlay Window

3. In the Windows Explorer window, locate and open the USB disk.

4. Copy the MCEGold folder, Account Manager Launch.exe, and MCEGold Launch.exe.

5. Paste them into a known location on your local computer.

6. Remove the blue USB Disk.

7. On your computer, using the Windows Explorer window, locate the MCEGold Launch.exe and double click the file name. See Figure 23.

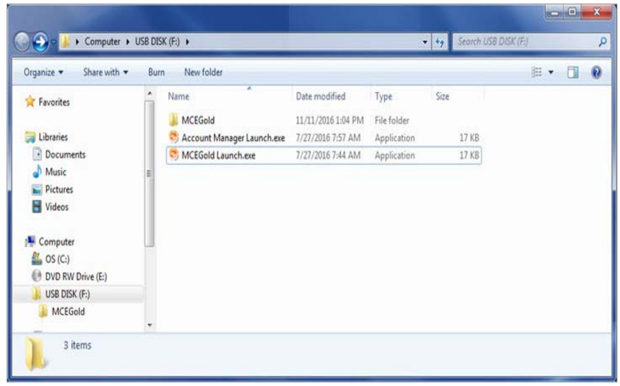


Figure 23: File Explorer Window

8. In the MCEGold Login window (Figure 24), enter the Name and Password supplied by your Program Manager. Click **OK**.

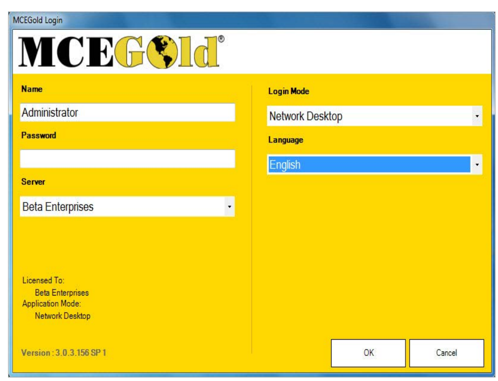


Figure 24: MCEGold Login - Network Desktop

Run From Blue USB Drive

1. Insert blue PdMA Cloud Desktop USB Drive into desktop computer. The computer must have Windows 7 or 10 and be connected to the Internet.

2. You may see the AutoPlay window (Figure 25), select Open folder to view files and go to step 4. If you do not see the AutoPlay window open a Windows Explorer window.

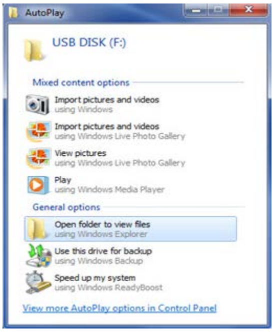


Figure 25: Auto Play Window

3. In the Windows Explorer window, locate and open the USB disk.

4. In the USB Disk directory (Figure 26), locate the MCEGold Launch.exe and double click the file name.

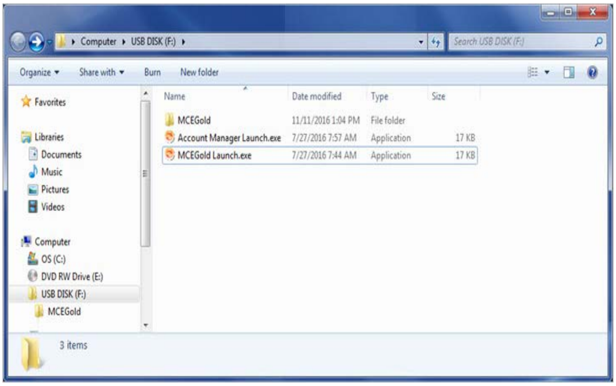


Figure 26: File Explorer Window

5. In the MCEGold Login window (Figure 27), enter the Name and Password supplied by your Program Manager. Click **OK**.

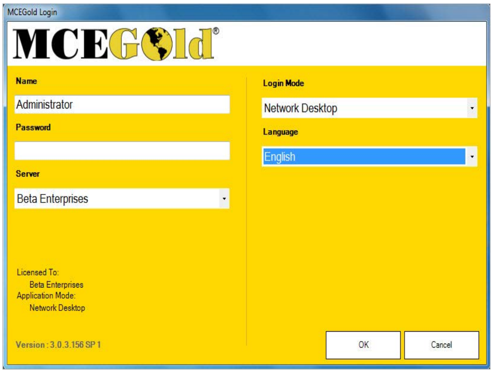


Figure 27: MCEGold Login - Network Desktop

Close MCEGold

After completion of your tasks, close MCEGold. Remove the blue PdMA Cloud Desktop USB Drive if using the Run From Blue USB Drive procedure.

MCEGold Account Manager

Note: Only Global and Administrators can log into Account Manager.

The MCEGold Account Manager program allows you to manage multiple sites and accounts (users). The number of seats is limited by the MCEGold license you purchased. However, an unlimited number of accounts may be added. The Global Administrator creates the sites and groups, and assigns accounts to a site and group. The groups have specific functions/rights that they are allowed to perform at their assigned site. If an account is assigned to a site and not to a group, it has read only rights.

The Account Manager program is accessed from either the blue Cloud USB or the location on your computer that you pasted the MCEGold folder into in step 5, on page 21.

From blue Cloud USB: Locate the USB disk and open it. Click on **Account Manager Launch.exe**.

On your computer: Select Start, All Programs, PdMA Corporation. Click on **Account Manager.**

On the Login window shown in Figure 28, enter your password and click **OK**. If this is your initial attempt use the password provided by PdMA.

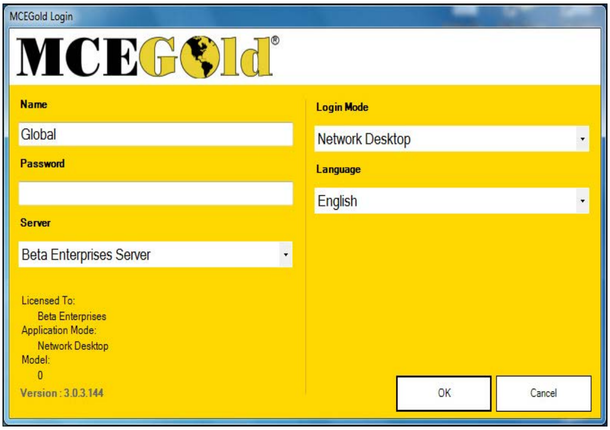


Figure 28: MCEGold Account Manager Login

The Account Manager Home Window is shown in Figure 29. If PdMA has converted your database for you, then the site/s have already been set up and you are ready to set up groups and accounts. See page 35.

If this is a new database then you must first create a site and then set up groups and accounts. See page 33 to create a site.

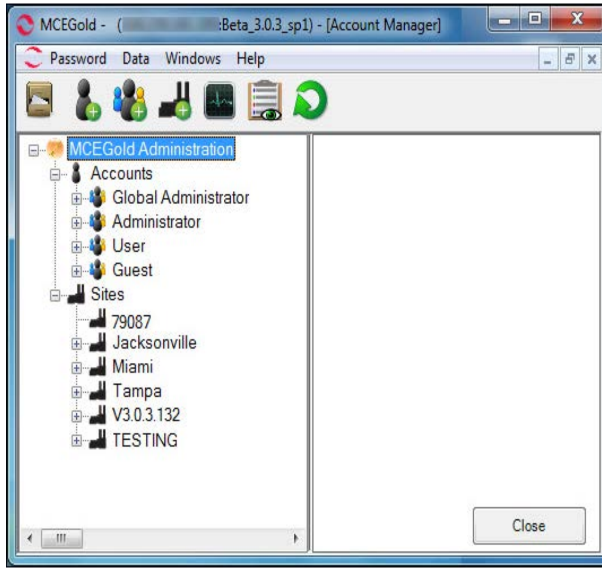


Figure 29: Account Manager Home Window

Account Manager Menu Items

Password

Password menu is visible to Global and Administrators only. Selecting the Password menu opens the Password Policy Manager window shown in Figure 30. Use this feature to set up password requirements for all users. If there is an "i" inside a circle at the end of the textbox, hover over it to see the requirements.

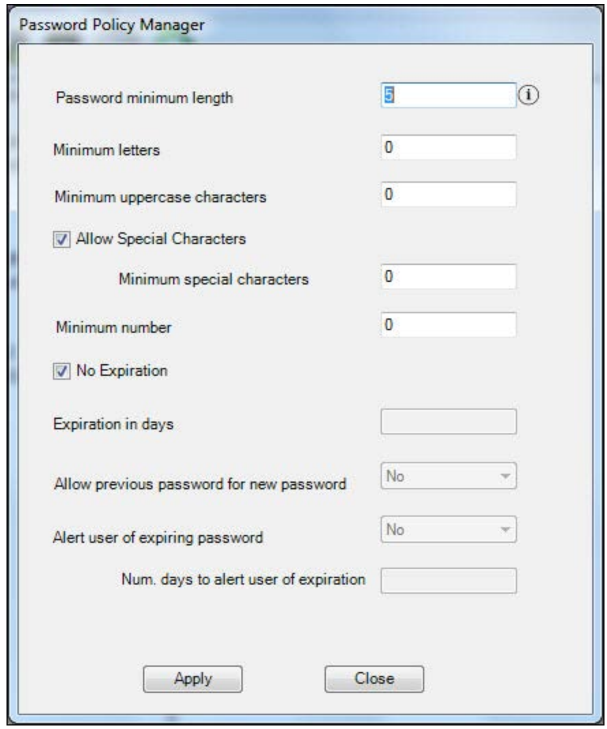
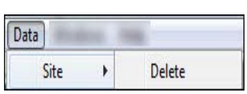
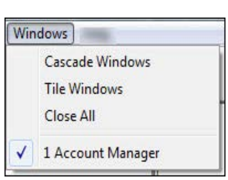


Figure 30: Password Policy Manager



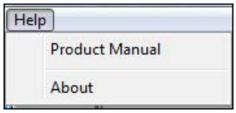
Data

The only choice under Data is Site, Delete. Selecting this deletes a site and all its groups and accounts from the Account Manager. You must have a site highlighted to delete it.



Windows

In the Windows menu, the choices are Cascade Windows, Tile Windows, and Close All. These are standard window functions that control the appearance of multiple open windows.



Help

In the Help menu, the choices are Product Manual and About. Product Manual opens a window displaying the in PDF files for the Product Support Manual. About opens the About MCEGold window, which displays the MCEGold version number, the customer information, installed technology, and technical support contact information.

Account Manager Tool Bar Icons

Show Manager

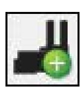
This opens the Account Manager window. You may have multiple Account Manager windows open at one time. See Account Manager on page 30 for more information.

Create Account

This opens the Create New Account Wizard window. A site must be highlighted before selecting Create Account. See page 40 for more information.

Create Group

This opens the Create New Group Wizard window. A site must be highlighted before selecting Create Group. See page 35 for more information.



Create Site

This opens the Create New Site Wizard. See page 33 for more information.

System Activity

System Activity opens a window that shows a list of the accounts that are online and their activity.

WatchList Manager

WatchList Manager opens the WatchList Manager window. See page 54 for more information.

Refresh

Refresh causes the information in the Account Manager window to be updated.

Account Manager Window

The Account Manager Window consist of two panes. The left pane contains the folders for Accounts and Sites in the familiar Windows™ tree format.

Highlighting the Accounts or Sites folder, causes a summary to display in the right pane (Figure 31) and activates an appropriate Edit function.

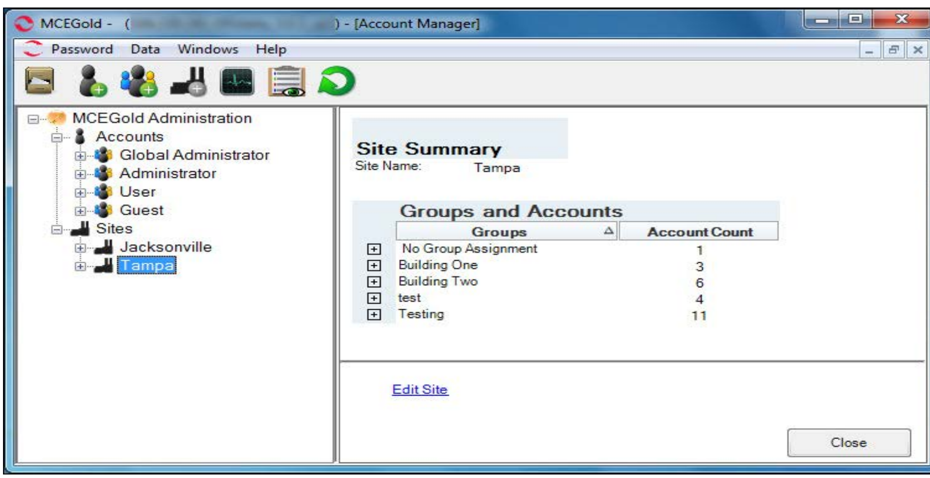


Figure 31: Site Summary

Clicking the folder name or clicking on the + sign causes the folder to open and reveal individual components. Highlighting a component causes a summary for that component to be displayed in the right pane and activates an Edit or Remove function (located at the bottom of the pane). Figure 32 shows an open account pane, Figure 33 shows an open site pane, and Figure 34 shows an open group pane.

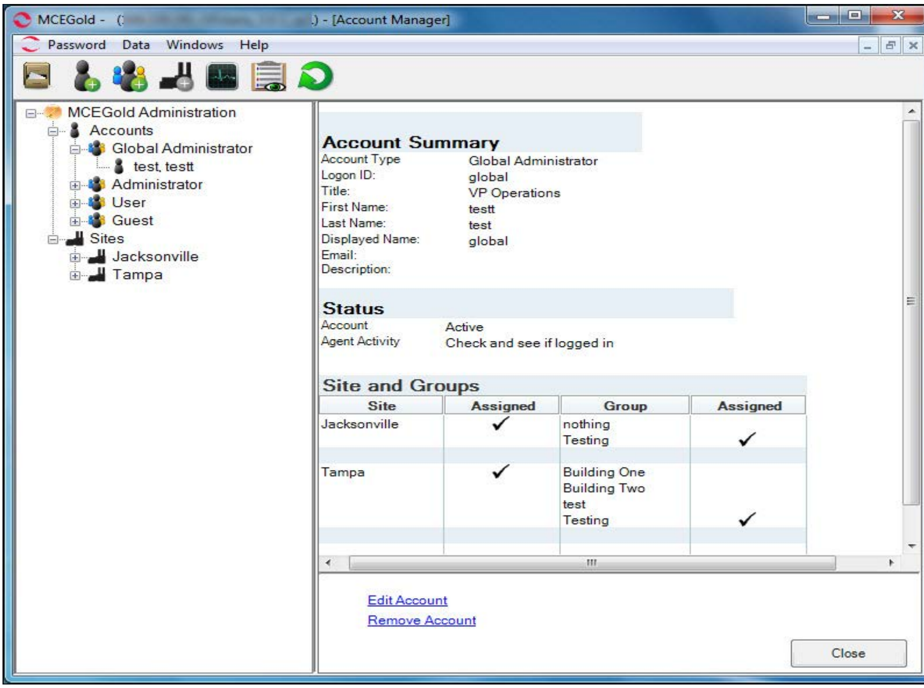


Figure 32: Account Summary

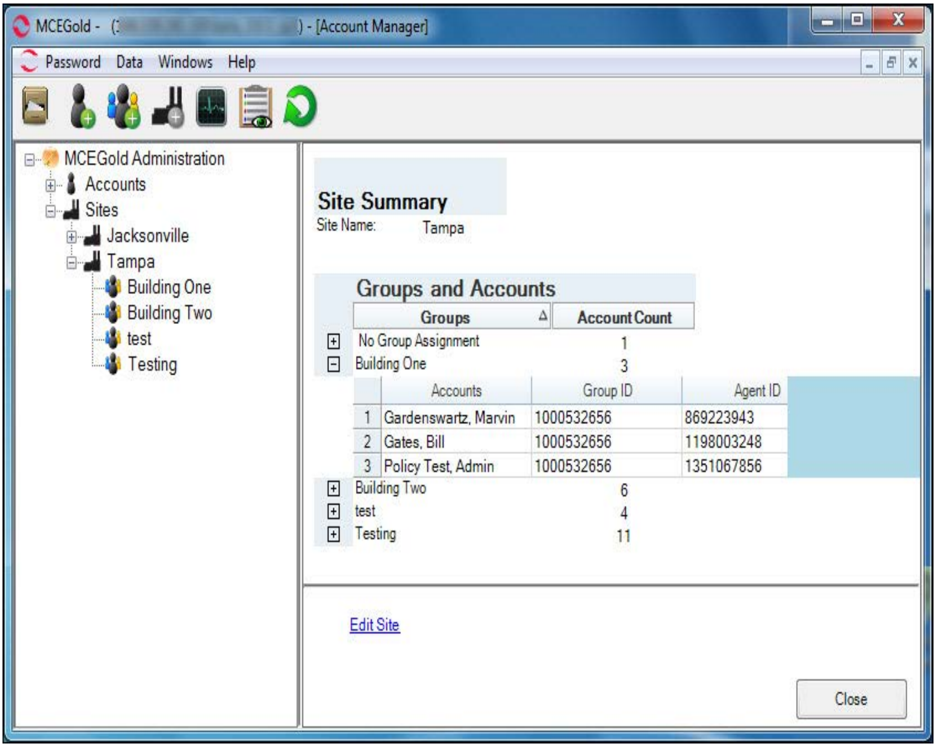


Figure 33: Site Summary

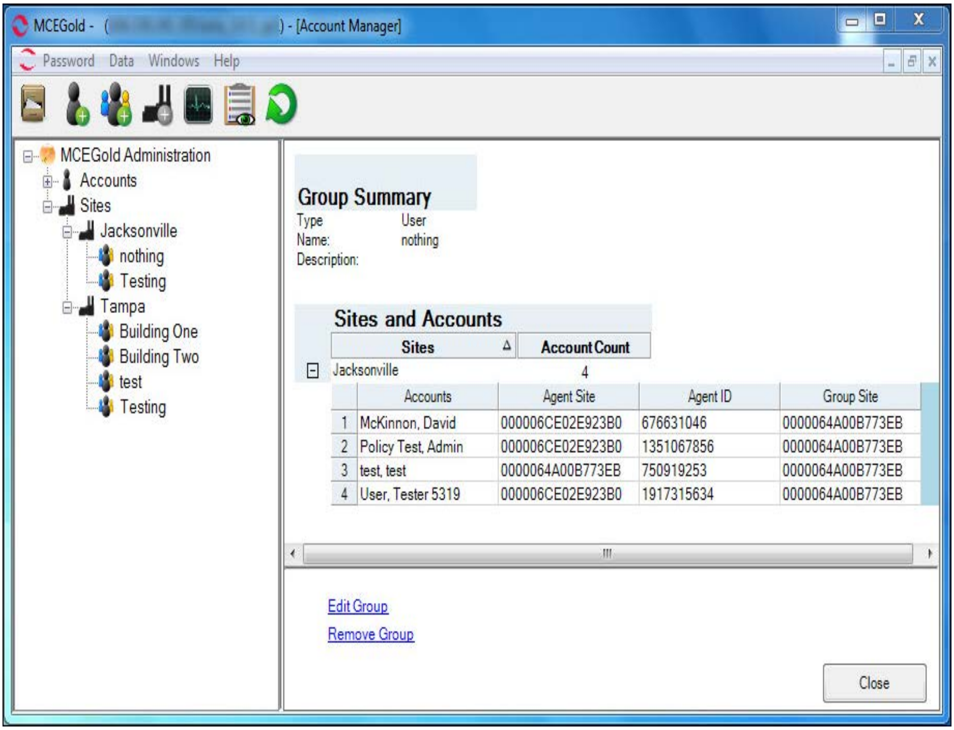


Figure 34: Group Summary

Create a Site

Select the Create Site icon  on the toolbar. In the Create New Site Wizard window, Figure 35, enter the Site Name and click **Create Site**. Note: The Create Site button does not appear until a name has been entered in the Site Name textbox. You may not use an existing/duplicate site name and to see a list of invalid characters hover over the circle to the right of the textbox.

Figure 35: Create New Site Window

A second Create New Site Wizard window, shown in Figure 36, opens, which allows you to add accounts to the site. Click Add Accounts and the Select Account Window, shown in Figure 37, opens.

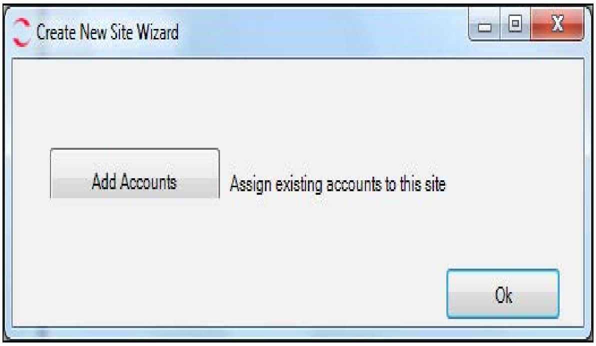


Figure 36: Create New Site Wizard

Select the Accounts to be added to the new site by clicking in the check box in front of the account name.

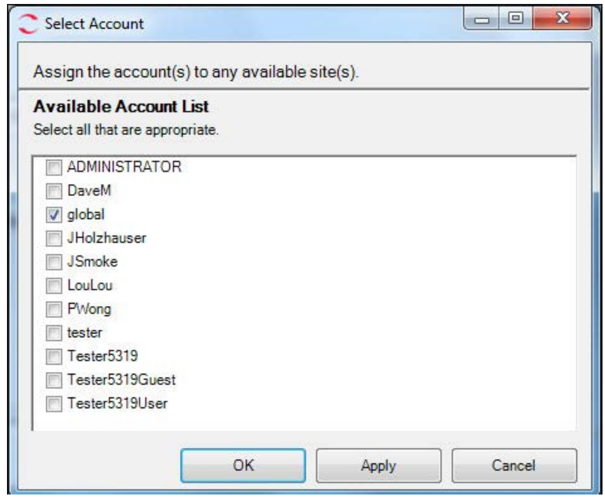


Figure 37: Select Account Window

When all selections have been made, click **OK** and the window closes and returns to the Create New Site - add Accounts window. Or click **Apply,** the selections are saved and the window remains open.

Create New Group

Select “Add new group to this site” from the Create New Site Wizard. You may also click the Create Group  icon on the toolbar. If the toolbar icon is used, a site must be highlighted first.

The Create New Group Wizard window, shown in Figure 38, opens. Fill in the Group Name (required) and a description (optional). Click **Next**. Note: the Next button doesn’t appear until a name is entered in the Group Name textbox.

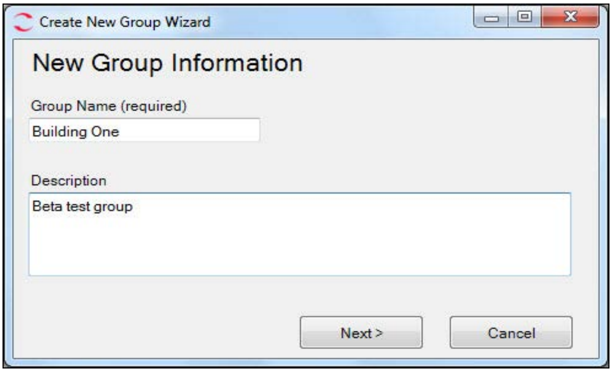


Figure 38: Create New Group - New Group Information

Select a Group Type, Figure 39, *Global Group* makes a copy of the group and adds it to each selected site. *Local Group* applies the group to the site you are creating or have highlighted in the Sites folder.

For this example we chose Local Group. Note: the Create Group button does not appear until a selection has been made. Click **Create Group**.

Figure 39: Create New Group - Select a Group Type

In the Edit Group Rights window, Figure 40, highlight the group section in the left pane. This causes Rights assigned to that function to appear in the right pane. Place a check mark in front of the rights/functions that you are assigning to this group. Alternatively you may use the **Select All** button to place a check in front of all rights/functions in the right pane or **Clear All** to remove all check marks.

Note: To display all of the Rights in one list in the right pane, highlight the Show All function in the left pane.

When the desired rights have been chosen, click **OK** to assign the rights and close the window or **Apply** to assign the rights and leave the Edit Group Rights window open.

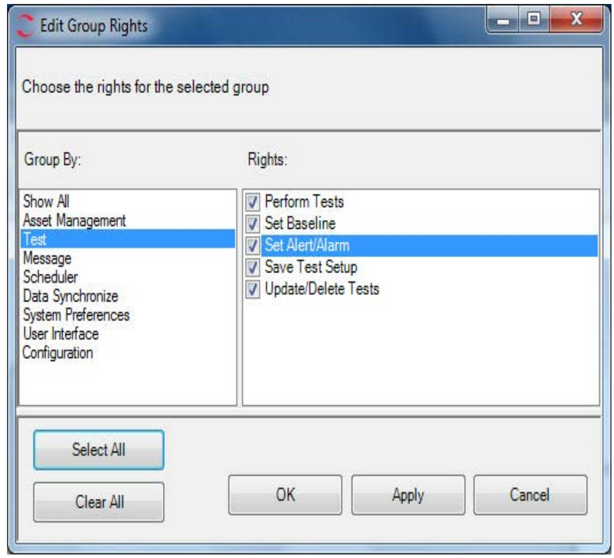


Figure 40: Edit Group Rights

The site with the new group is added to the Sites folder or the new group is added to the highlighted site. The Create New Group Wizard window remains open.

If you are adding a new site it is now necessary to add accounts to the new group. See Add Accounts to Group on this page.

If you are not adding a new site, then click **Finish**. The Create New Group Wizard window closes.

Add Accounts to Group

In the Create New Group Wizard window (Figure 41) select **Add Accounts**.

Figure 41: Create New Group Wizard

In the Select Account window, shown in Figure 42, click each box in front of the names of the accounts you wish to add to the group. Remove a check mark by clicking on it. When the desired accounts have been selected, click **Apply** to add the accounts to the site and leave the window open or click **OK** to return to the Create New Group Wizard window. Click **Finish** to close Create New Group Wizard window.

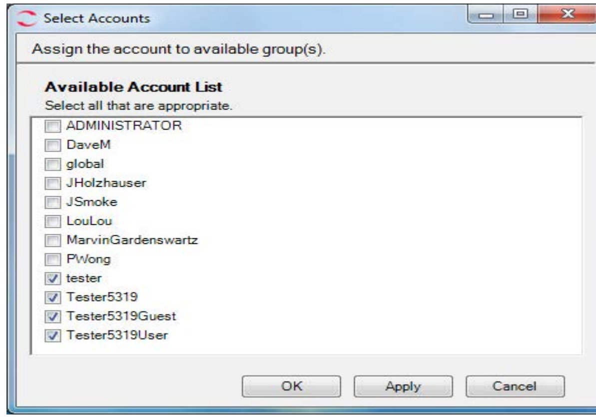


Figure 42: Select Account Window

Create New Account

To create a new Account, verify a site is highlighted and select the Create Account  icon on the toolbar. The Create New Account Wizard window opens, Figure 43. Fill in the textboxes. Hovering the cursor over the red circles with the explanation mark displays the text requirements for that text box. When all required boxes and any additional information has been filled in, click **Next**. Note: The Next button does not appear until the last required text box is filled in.

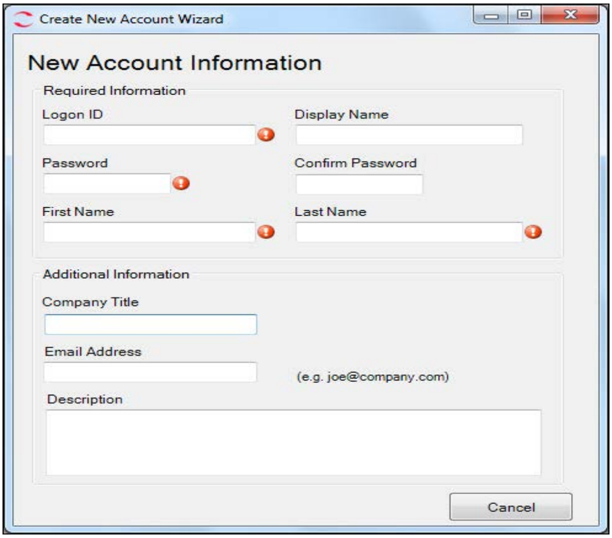


Figure 43: Create New Account - New Account Information

Select the Account Type in the next Create New Account Wizard - Select an Account Type window, Figure 44. The choices are Global Administrator, Administrator, User, or Guest. A description of the account type is provided at the bottom of the window when the mouse hovers over the account type.

Click **Create Account**. Note: This button does not appear until an account type has been selected.

Figure 44: Create New Account- Select an Account Type

The new account is added and displayed in the appropriate Accounts folder in the left hand pane. The Account Summary information displays in the right pane and the Assign Account to Site and Group window opens.

Click **Finish** in the Create New Account Wizard - Assign Account to Site and Group window, Figure 45. This adds the account to the Accounts folder and to the highlighted site, but without a group assignment.

Figure 45: Create New Account - Assign Account to Site and Group

Assigning Group Assignments and Rights

Note: Accounts do not have rights, they are assigned to Groups which have rights and groups are assigned to Sites. An account may be assigned to multiple groups and a group may be assigned to multiple sites.

Group assignments and rights may be added from the Account Manger window (see Edit Account on page 45) or from the Create New Account Wizard - Assign Account to a Site and Group window, page 40, or you can right click on the account name and select Edit, Sites. The Edit Account window is shown on page 50, Figure 52.

Select "Add this account to one or more sites" or "Add this account to one or more groups."

To add the account to more sites. In the Select Sites window, Figure 46, click on the box in front of the sites to be added and click **OK**. Clicking **Apply** adds the account to the site and the Select Sites window remains open.

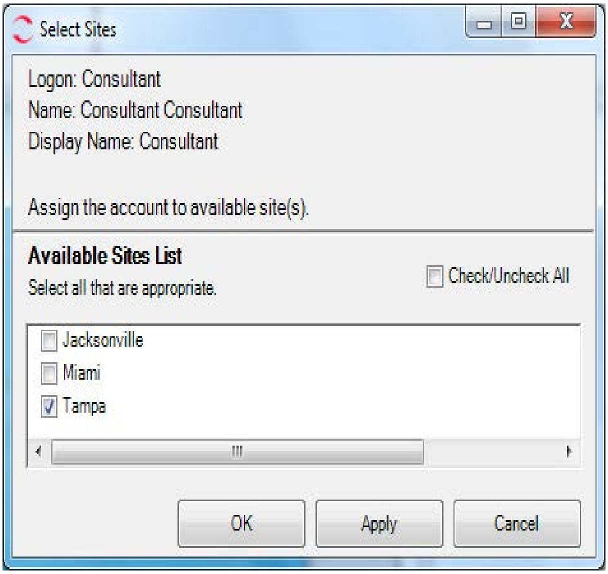


Figure 46: Select Sites

To add an account to a group. Select "Add this account to one or more groups" from the Create New Account Wizard - Assign Account to a Site and Group window, shown in Figure 45 on page 43, or you can right click on the account name and select Edit, Groups.

In the Select Groups window, shown in Figure 47, click on the box/es in front of the group/s to assign the account to. Click **OK** to add the account to the groups and close the window or click **Apply** which adds the account to the groups and the Select Groups window remains open.

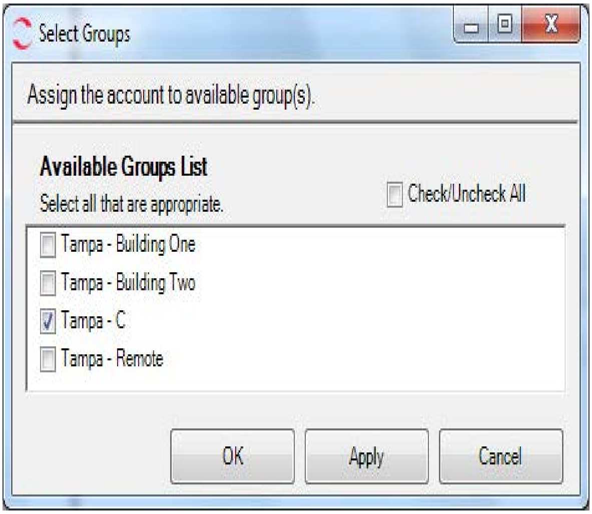


Figure 47: Select Group

In the Create New Account window, click **Finish** or click **OK** in the Edit Account window.

Editing Account, Group, and Site

Edit Account

Highlighting an account name in the Account folder in the left pane causes the Account Summary to display in the right pane as shown in Figure 48. At the bottom of the pane are options to Edit Account and Remove Account.

You may also right click on the account name and select Edit, then Account, Sites, Groups, Password, or Status from the drop-down menu.

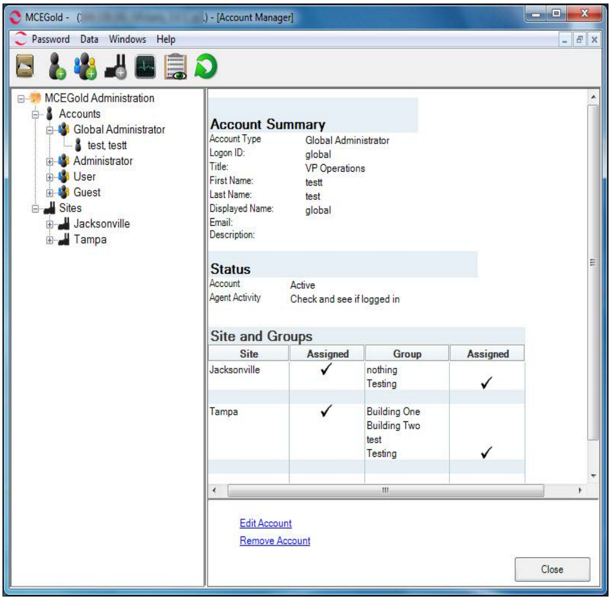


Figure 48: Account Manager - Account Summary

Selecting Edit an Account opens the Edit Account window, shown in Figure 49. There are three tabs for information that can be edited: Details, Role Type, and Assignments.

Details. The Details tab, Figure 49, allows you to change the name, password, email, and description. Hovering the cursor over a title causes an explanation of that function to appear at the bottom of the window. The Apply button is not active until a change or addition is made to a field.

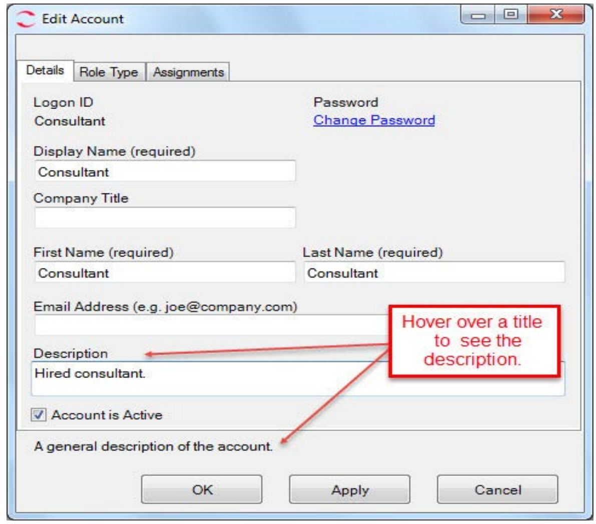


Figure 49: Edit Account - Details

To change the password, click the Change Password link. The Edit Password window opens, shown in Figure 50. Enter the new password and enter the new password again in the Confirm Password textbox. Until they match a red circle is visible to the right of the Confirm Password textbox. When they match, the Apply button becomes active.

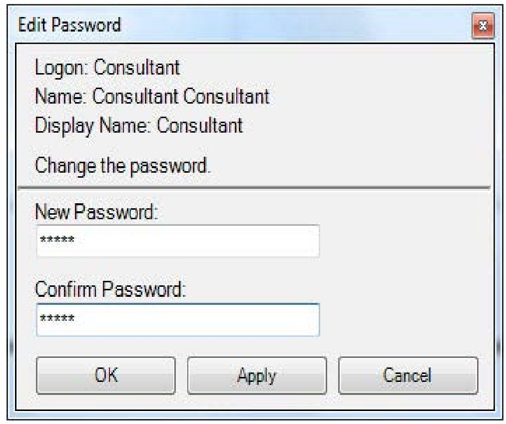


Figure 50: Edit Account - Edit Password

Role Type. The Role Type tab, Figure 51, allows you to change between Global Administrator, Administrator, User, and Guest. When you click the desired radio button an explanation of that role displays at the bottom of the window and the Apply button becomes active.

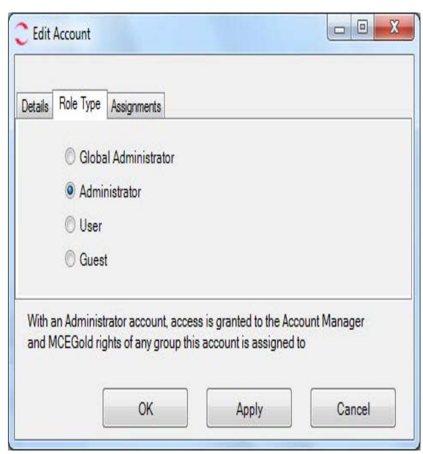


Figure 51: Edit Account - Role Type

Assignments. The Assignments tab, Figure 52, allows you to add the account to another site and/or group. Click **Sites** button to open the Select Sites window. The available sites are listed. Click the box in front of each desired site and click **OK** to make the selection and return to the Edit Account window.

To assign the account to a group click the **Groups** button. The Select Groups window opens. The available groups are listed. Click the box in front of each desired group and click **OK** to make the selection and return to the Edit Account window.

Figure 52: Edit Account - Assignments

When all edits have been made to the account click **OK**.

Remove Account

To remove an Account, select Remove Account at the bottom of the Account Information pane of the Account Manager window. You may also right click on the account name and select Remove from the menu. The Remove Account window, shown in Figure 53, asks you to verify removal. Click **Yes**.

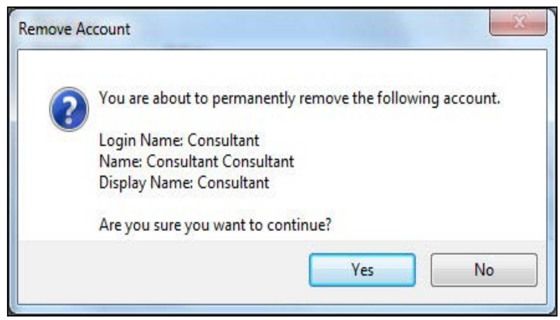


Figure 53: Remove Account

Edit Group

In the Account Manager window, open the site folder and highlight the group you wish to edit. The bottom section of the right pane will display Edit Group. Click **Edit Group**. The Edit Group Wizard window, Figure 54, opens. Or right click the group name in the Sites folder and select Edit this Group.

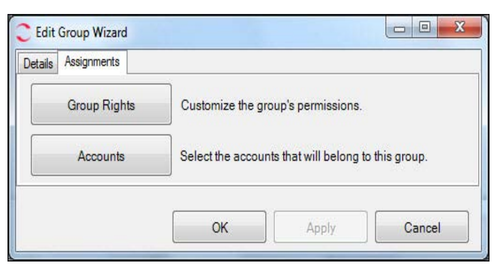


Figure 54: Edit Group Wizard

Select the Assignments tab and the Group Rights and Accounts buttons display. Click the desired button.

Group Rights. The Edit Group Rights window opens. This window is discussed on page 37.

Accounts. The Select Accounts window opens. This window is discussed on page 39 as Add Accounts.

Remove Group

You may remove a group from the site by clicking the Remove Group command at the bottom of the right pane. You may also right click the group name and select Remove from the list. The Remove Group window, shown in Figure 55, opens. Verify this is the group you wish to remove and click **Yes**.

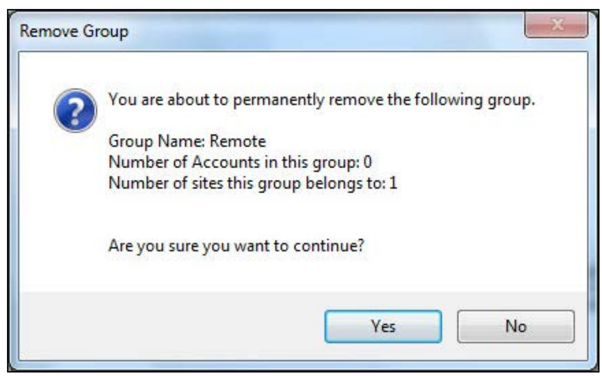


Figure 55: Remove Group

Edit Site

Highlight a site folder in the left pane of the Account Manager window. Click the Edit Site command, which is located at the bottom of the right pane. You may also right click on the site name and select Edit This Site. The Edit Site Wizard window, Figure 56, opens. You may change the site name under the Details tab or select the Assignment tab to Add accounts or a new group to the site. See Figure 57.

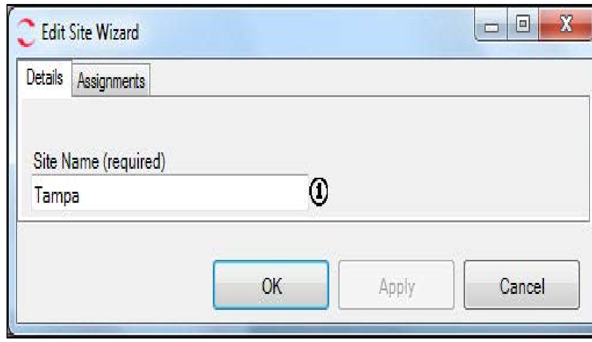


Figure 56: Edit Site Wizard Window

Select the function you wish to perform. These functions have been discussed earlier in this document. Add Accounts is located on page 39, Add Accounts to Group. Create new group is located on page 35, Create New Group.

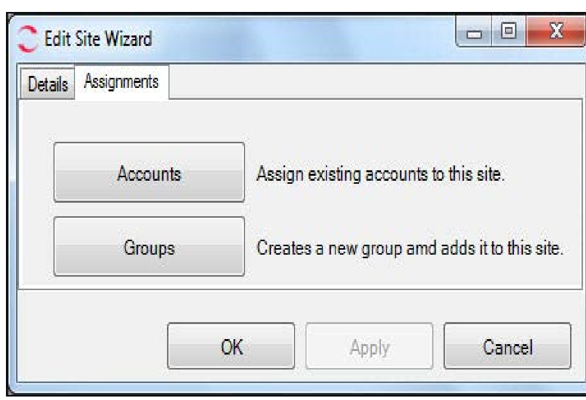


Figure 57: Edit Site Wizard Window

WATCHLIST MANAGER

The WatchList Manager is used to control the active/ inactive status of WatchLists in the MCEGold database.

Click on the WatchList Manager icon  on the toolbar to open the WatchList Manager window. See Figure 58.

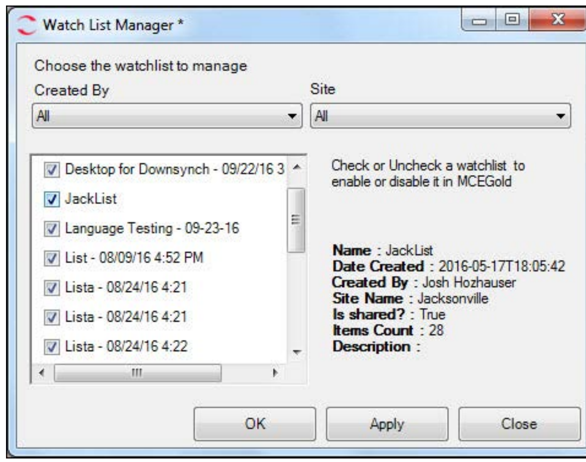


Figure 58: WatchList Manager Window

The Created By and Site drop-down lists work together and influence the display in the left pane. Selecting All from both drop-down lists displays all WatchLists in the database. The list may be refined by making selections of individuals and sites from the drop-down lists.

Placing a cursor over the list name in the left pane causes details about that list to be displayed on the right side.

A check mark in front of the WatchList name indicates it is active in MCEGold. To inactivate it remove the check mark by clicking on it. When **Apply** or **OK** is clicked, the action is implemented. It will not change open MCEGold databases, however when the WatchList is closed and reopened the update will take effect.

When exiting the WatchList Manager, if you have not saved your changes you will be asked if you want to save the changes.

Field Tester Local and Network

When signing on to MCEGold with a tester, the Login Mode options are to sign on as a Field Tester Local or a Field Tester Network. See Figure 59.

A *Field Tester Network* is attached to the network either physically or wirelessly. It can perform test and analysis using the network database and/or data sync.

A *Field Tester Local* is one that has already DownSynced and is not attached to the network. In order to sign on as a Field Tester Local you must have already signed on to the network as a Field Tester Network, DownSynced at least one asset, and signed off of the network.

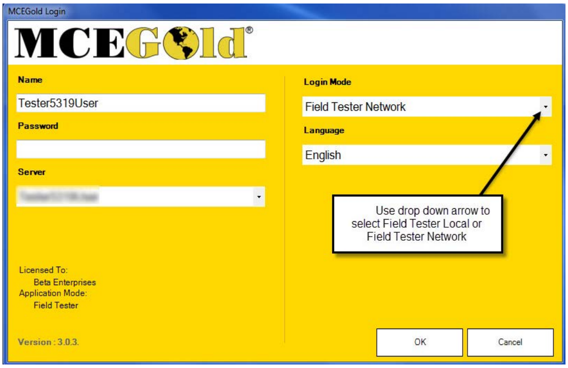


Figure 59: MCEGold Tester Login

DataSync

Data Sync is performed in Login Mode Field Tester Network only.

DownSync

To DownSync (download) assets from the network to the tester:

1. Connect the tester to the network.

2. Enter your name, password, and select Field Tester Network from the Login Mode drop down list. Click **OK**.

3. Highlight the assets to be tested on the Site Navigator or the WatchList, and click the Data Sync  button on the toolbar. The DataSync window, Figure 60, appears.

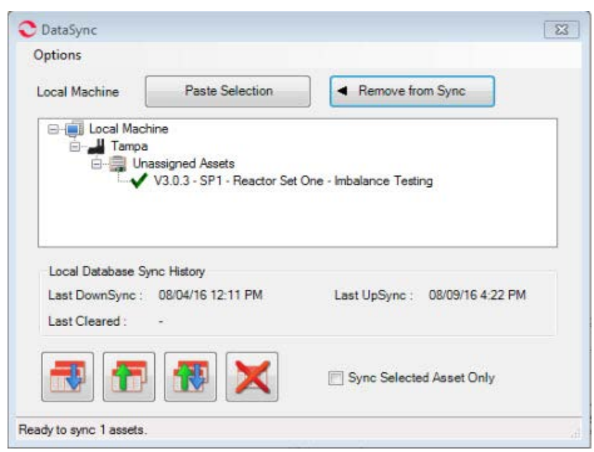
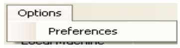


Figure 60: DataSync Window



4. Select Options, Preferences. The DataSync Preferences window, Figure 61, opens.

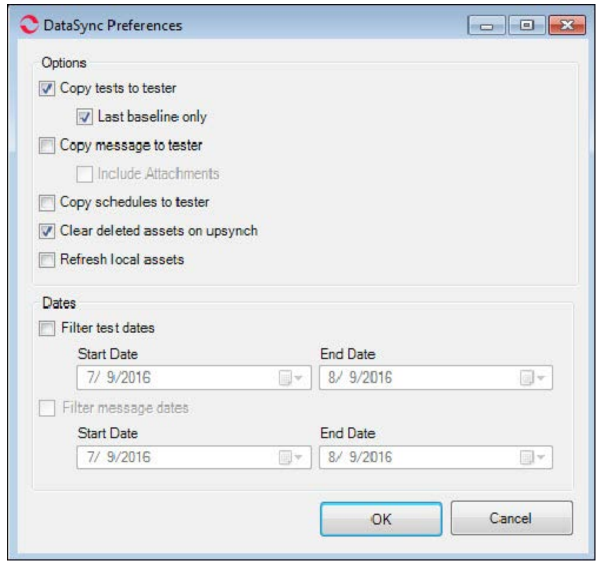


Figure 61: DataSync Preferences Window

A function is activated/unactivated by clicking in the box preceding the function, which causes a check mark to appear/disappear.

Copy tests to tester may be disabled so no test data is copied to the tester. If it is selected, there is an option to copy Last baseline only and/or filter test dates, located in the Dates section, by selected starting and ending dates using the drop down calendar.

Copy message to tester may be disabled so no messages are copied to the tester. If it is selected, it may be modified to include attachments and/or filter messages, located in the Dates section, by selecting starting and ending dates using the drop down calendar.

Note: Keep in mind the more test data, information, and attachments you download, the larger your database on the tester will be.

Copy schedules to tester when selected causes schedules that were set up using the Scheduler program to be down synced along with the asset information.

Clear deleted assets on upsync does not delete the asset from the network database, but deletes it from the tester when upsyncing.

Refresh local assets is used to control overwriting changes to an asset on the tester. If the box is checked and a change has been made to the asset on the tester and that asset is downsynced again from the network, the information on the server will overwrite the tester. If the box is unchecked and the asset is downsynced again from the network, the asset will not be overwritten during the downsync.

5. Make desired selections in the DataSync Preferences window and click **OK**.

6. Click **Paste Selection** on the DataSync window. A list of the selected assets will appear in the DataSync window. See Figure 60 on page 56. If you need to remove one or more assets, highlight the asset and click **Remove from Sync**. When you are satisfied with the assets in the list click the DownSync button  at the bottom of the window.

UpSync

UpSync uploads to the network server the asset data added to the Field Tester Local database, but leaves the assets and their data on the tester.

To UpSync to the network server database:

1. Connect the tester to the network.

2. Enter your name, password, and select Field Tester Network from the Login Mode drop down list. Click **OK**.

3. Select DataSync from the toolbar. The DataSync window opens. See Figure 60 on page 56.

4. Click the UpSync button located at the bottom of the DataSync window.

5. The DataSync Progress window displays the progress of the sync and a data sync complete message at the conclusion.

6. Click **OK**. The progress window closes and the Data Sync window remains open. You may take further action or close it.

TwoWaySync

TwoWaySync is used to UpSync new data added to the Field Tester Local database and DownSync new data that has been added to the network database since the last DownSync.

To perform a TwoWaySync:

Follow steps 1 - 3 in the UpSync section on this page.

4. Click the TwoWaySync  button located at the bottom of the DataSync window.

5. The DataSync Progress window displays the progress of the sync and a DataSync complete message at the conclusion.

6. Click **OK**. The progress window closes and the Data Sync window remains open. You may take further action or close it.

Clear Local Database

Clear Local Database UpSyncs data and then clears the data from the tester.

To Clear Local Data follow steps 1 - 3 in the UpSync section on page 59.

4. Click the Clear Local Database  button located at the bottom of the DataSync window.

5. The Clear Local Data window shown in Figure 62 opens.

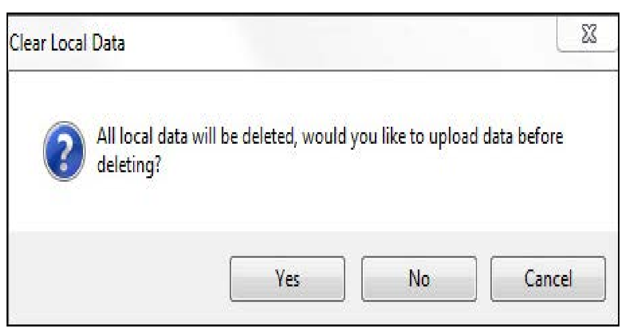


Figure 62: Clear Local Data Window

6. Click **Yes** to upload data before deleting it or No to delete the data without an UpSync.

7. The DataSync Progress window displays the progress of the sync and a DataSync complete message at the conclusion.

8. Click **OK**. The Clear Local Data window remains open, however the message has changed. See Figure 63.

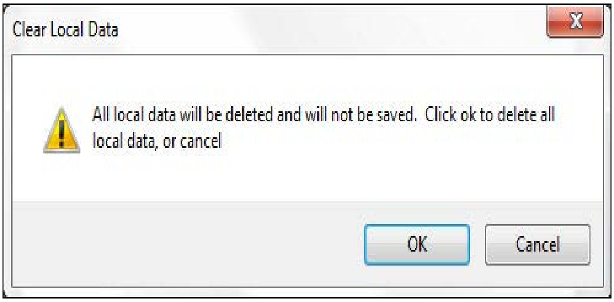


Figure 63: Clear Local Data Window

9. Click **OK** to delete the data or click **Cancel** to return to the DataSync window without deleting the data.

10. If you click **OK**, the asset list is removed from the DataSync window and a message box (Figure 64) informs you the database is cleared.

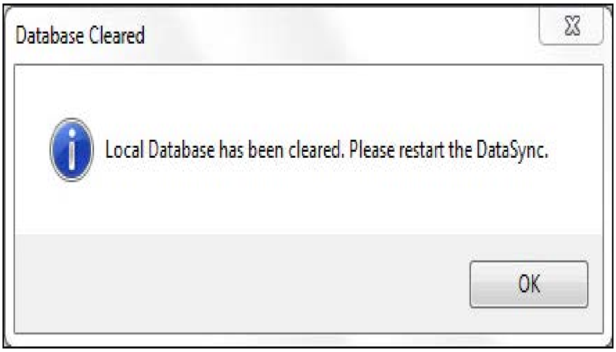


Figure 64: Local Database Cleared

11. Click **OK** to close the DataSync window.

Field Tester Local

You must have DownSynced asset data as a Field Tester Network before being able to start the tester as a Field Tester Local.

To start the Field Tester Local:

1. Enter your name, password, and select Field Tester Local from the Login Mode drop down list. See Figure 59 on page 55

2. Click **OK**.

The home window of the Field Tester Local displays the WatchList and Message Center windows only. The Site Navigator, Site Condition, and DataSync buttons are not available. See Figure 65.

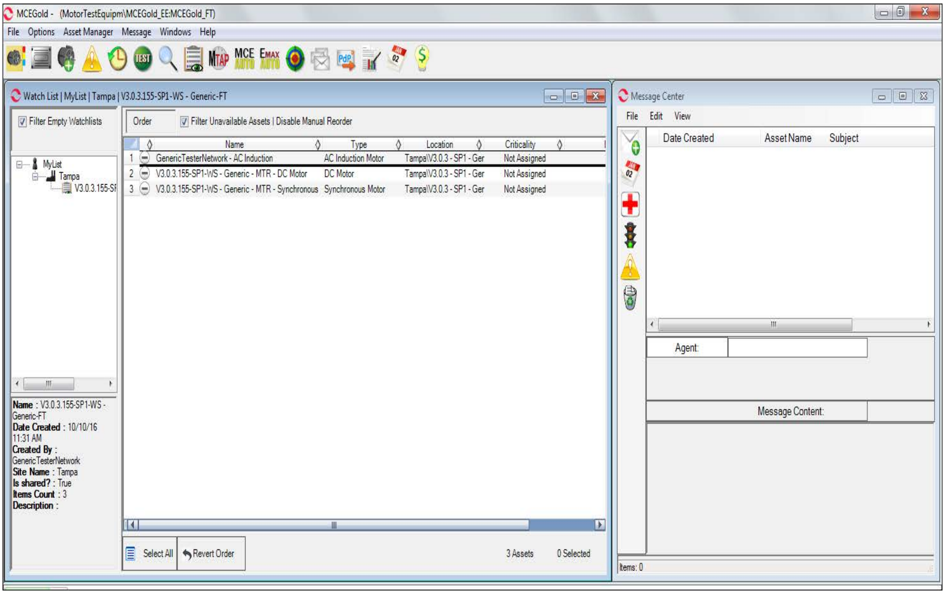


Figure 65: Field Tester Local - Home Window

If a selected asset resides on more than one WatchList or folder, when a DownSync is performed the complete list of assets in each WatchList or folder containing the selected asset is DownSynced. Data will not be DownSynced for the unselected assets.

Lists containing unselected assets can be hidden by using the Filter Empty WatchLists option, which is located above the WatchList pane, shown in Figure 66.

Unselected assets in a list can be hidden by using the Filter Unavailable Assets option, which is located above the WatchList pane, shown in Figure 66. They will be designated with the term Not Available under the Type, Location, and Criticality columns. See Figure 66.

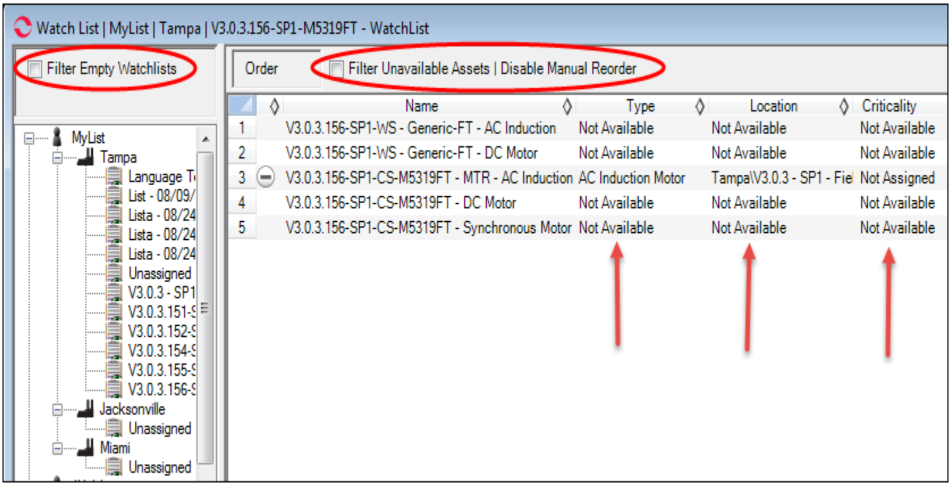


Figure 66: WatchList With Not Available Assets

Deleted and New Assets Folders

The Site Navigator window is available on the Field Tester Network and the Desktop only. Under certain conditions during an UpSync two new folders are automatically created by the MCEGold software. They are Deleted Assets and New Assets. See Figure 67.

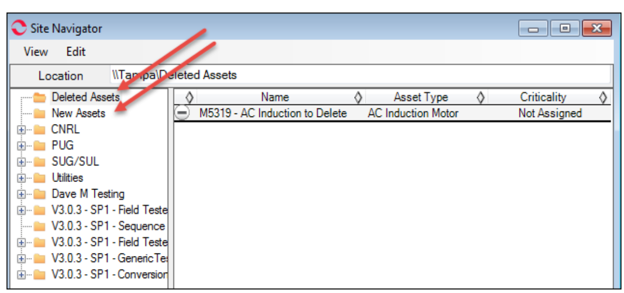


Figure 67: Site Navigator - Deleted and New Assets Folders

Deleted Assets Folder

If an asset in the network database has been deleted, while it has been DownSynced to the Field Tester and an UpSync is performed, a new folder labeled Deleted Assets will be created and the asset placed in that folder during the UpSync process. At the end of the UpSync it can be processed by right clicking on the asset and selecting the appropriate action.

New Assets Folder

If an asset is created in the Field Tester Local mode and an UpSync is performed, a new folder labeled New Assets will be created and the asset placed in that folder. At the end of the UpSync it can be moved to the desired location in the network database by right clicking on the asset and selecting Move Asset.

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