

Section 2

My Favorites

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[Create a New Folder](#)

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2012006-1EF-ELD-000-0004
Title: CONTROL PANEL CP-024B PANEL ARRANGEMENT
RID: [1928622](#)

0.1.5.0
[Click to Download](#)

In Work
Change Information: Rev 0

Controlled
Effective:
Modified: 20/07/2016 [Mike F](#)

2012006-1EC-GAD-000-0014
Title: PRESSURIZED PIPING GENERAL ARRANGEMENT
RID: [1928659](#)

0.1.3.0
[Click to Download](#)

In Work

Controlled
Effective:
Modified: 20/07/2016 [Mike F](#)

2012006-1EF-EWD-000-0011
Title: PROCESS PIPING CONTROL PANEL CP-024A 24VDC POWER
RID: [1928645](#)

0.1.3.0
[Click to Download](#)

In Work

Controlled
Effective:
Modified: 20/07/2016 [Mike F](#)

To Download a document File,
Click the Version Number.


To open the object record, click the RID Number. The object's
Properties screen will open in a separate web page.
The application will allow you to have the same record open twice. The
confirmation message will display with OK and Cancel options.

The Record is already opened in another tab.
Do you still want to open the record?

OK

Cancel









Favorites			
<input type="checkbox"/>		Title: Meeting Minutes Folder Count: 0 RID: 2284933	File Count: 2 Size: 71.49 KB
<input type="checkbox"/>		2012006-1EF-ELD-000-0004 Title: CONTROL PANEL CP-024B PANEL ARRANGEMENT RID: 1928622	0.1.5.0 Size: 35.75 KB In Work Change Information: Rev 0
<input type="checkbox"/>		2012006-1EC-GAD-000-0014 Title: PRESSURIZED PIPING GENERAL ARRANGEMENT LEVEL 1 RID: 1928659	0.1.3.0 Size: 35.75 KB In Work Change Information: Rev 0
<input type="checkbox"/>		2012006-1EF-EWD-000-0011 Title: PROCESS PLC CONTROL PANEL CP-024A 24VDC POWER DISTRIBUTION WIRING DIAGRAM RID: 1928645	0.1.3.0 Size: 35.75 KB In Work Change Information: Rev 0

For the Favorites tab, the following View options are available:

- Content View
- Grid View

Tina will always remember the Favorites page settings (Content or Grid view) - the last view you were on.


Created: 10/05/2017		
Controlled		
Electrical Drawing	Effective: 	Modified: 20/07/2016 Mike F
Controlled		
Arrangement Drawing	Effective: 	Modified: 20/07/2016 Mike F
Controlled		
Electrical Wiring Diagram	Effective: 	Modified: 20/07/2016 Mike F

Object ID	Title	Version	Status	Change Information
2012006-1EF-ELD-000-0004	CONTROL PANEL CP-024B PANEL ARRANGEMENT	0.1.5.0	In Work	Rev 0
2012006-1EC-GAD-000-0014	PRESSURIZED PIPING GENERAL ARRANGEMENT LEVEL 1	0.1.3.0	In Work	Rev 0
2012006-1EC-GAD-000-0023	PIPING GENERAL ARRANGEMENT SECTION	0.1.3.0	In Work	Rev New
2012006-1EF-SCM-000-0013	CP-024 DISCRETE OUTPUT SCHEMATICS	0.1.4.0	In Work	Rev 0
2012006-1EF-EWD-000-0011	PROCESS PLC CONTROL PANEL CP-024A 24VDC POWER DISTRIBUTION WIRING DIAGRAM	0.1.3.0	In Work	Rev 0

Menu

Dropdown *Menu* lists all the information you can open on selected Object/Folder, depending on category type and security settings.

- Properties
- Files
- Upload
- WorkFlow
- Version-Up

- 
- A screenshot of the mobile application interface. At the top, there is a navigation bar with a green lock icon, an orange arrow icon, and a dropdown arrow icon. Below the navigation bar, a menu is displayed with the following options: Properties, Files, Upload, WorkFlow (highlighted with a green dot), and Version-Up. The bottom of the screen shows a status bar with the date '20/07/2016' and the name 'Mike F'.



Clicking the Tina logo, the Favorites page will be loaded.



Title: CONTROL PANEL CP-024B PANEL ARRANGEMENT

Change Info: Rev 0

Size: 35.75 KB

Properties

Details

The *Properties* screen will display object's metadata.

Primary Identifier 2012006-1EF-ELD-000-0004

Secondary Identifier



CONTROL PANEL CP-024B PANEL ARRANGEMENT

Description

Category

Electrical Drawing

Change Category

Project

Pump Station Upgrade

Designated Owner

Type and Find

Clear

Designated User

Select

Clear

Author

Add

Remove

Order

Author

No data to display

Publisher

Select

Clear

Notes

Change Information

Rev 0

Effective Date



IST(GMT+05:30)

Additional Information

Project

2012006

Discipline

1EF - Electrical Instrumentation & Controls Eng.

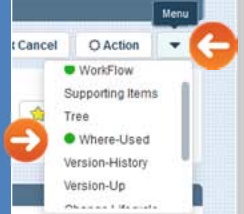
Plant

000

Dropdown *Menu* is also available from the Properties page and lists all the information you can open, depending on category type and security settings.

For the Workflow, Supporting Items (Relationship, Reverse Relationship), Tree and Where Used links the green icon will appear, if there is any information.

For example: if record has any workflow or any record is added in the relationship grid.



TUNA Help

Search here...

0 11 92 ACME-EPC Mike Foster

< Favorites

Download Lock Unlock More

Move To
Copy
Delete
Share
Bulk Edit
D-Link
Merge
Assign Lock

File	Version	Status	Size	Change Information	Category	Effective	Modified	Modified By
2012006-1EF-ELD-000-000 Title: CONTROL PANEL CF RID: 1928622	5.0	In Work	35.75 KB	Change Information: Rev 0	Electrical Drawing	Controlled	Effective: 20/07/2016	Mike F
2012006-1EC-GAD-000-000 Title: PRESSURIZED PIPING RID: 1928659	3.0	In Work	35.75 KB	Change Information: Rev 0	General Arrangement Drawing	Controlled	Effective: 20/07/2016	Mike F
2012006-1EC-GAD-000-000 Title: PIPING GENERAL ARRANGEMENT RID: 1928660	3.0	In Work	35.75 KB	Change Information: Rev New	General Arrangement Drawing	Controlled	Effective: 20/07/2016	Mike F
2012006-1EF-SCM-000-0013 Title: CP-024 DISCRETE OUTPUT SCHEMATICS RID: 1928716	0.1.4.0	In Work	35.75 KB	Change Information: Rev 0	Schematics	Controlled	Effective: 20/07/2016	Mike F
2012006-1EF-EWD-000-0011 Title: PROCESS PLC CONTROL PANEL CP-024A 24VDC POWER DISTRIBUTION WIRING RID: 1928645	0.1.3.0	In Work	35.75 KB	Change Information: Rev 0	Electrical Wiring Diagram	Controlled	Effective: 20/07/2016	Mike F

Action buttons and *More* menu

1. Checkmark the box for the File to be managed.
2. The *Download*, *Lock/Unlock* and *More* buttons will appear on the top of the screen to provide the ability to manage selected object. By clicking the *More* button, the dropdown menu with additional options will appear.

TUNA

Help

Search here...

0

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ACME-EPC

Mike Foster

< Favorites

Search and Add to Favorites

New

Upload

2012006-1EF-ELD-000-0004

[0.1.5.0](#)

In Work

Title: CONTROL PANEL CP-024B PANEL ARRANGEMENT

RID: [1928622](#)

Size: 35.75 KB

Change Information: Rev 0

2012006-1EC-GAD-000-0014

[0.1.3.0](#)

In Work

Title: PRESSURIZED PIPING GENERAL ARRANGEMENT LEVEL 1

RID: [1928659](#)

Size: 35.75 KB

Change Information: Rev 0

2012006-1EC-GAD-000-0023

[0.1.3.0](#)

In Work

Title: PIPING GENERAL ARRANGEMENT SECTION

RID: [1928660](#)

Size: 35.75 KB

Change Information: Rev New

2012006-1EF-SCM-000-0013

[0.1.4.0](#)

In Work

Title: CP-024 DISCRETE OUTPUT SCHEMATICS

RID: [1928716](#)

Size: 35.75 KB

Change Information: Rev 0

2012006-1EF-EWD-000-0011

[0.1.3.0](#)

In Work

Title: PROCESS PLC CONTROL PANEL CP-024A 24VDC POWER DISTRIBUTION WIRING DIAGRAM

RID: [1928645](#)

Size: 35.75 KB

Change Information: Rev 0

Add To Favorites
If you wish to Add the record to the Favorites, click the *Search and Add to Favorites* icon.

Note:
Add to Favorites icon will be available from the Properties page and any pop-up window.

TINA

Help

Search here...

0

11

92

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< Favorites

New

Upload

Favorites

2012006-1EF-ELD-000-0004

0.1.5.0

In Work

Title: CONTROL PANEL CP-024B PANEL ARRANGEMENT

RID: 1928622

Size: 35.75 KB

Change Information: Rev 0

2012006-1EC-GAD-000-0014

0.1.3.0

In Work

Title: PRESSURIZED PIPING GENERAL ARRANGEMENT LCM...

RID: 1928659

Size: 35.75 KB

2012006-1EC-GAD-000-0023

0.1.3.0

Title: PIPING GENERAL ARRANGEMENT SECTION

RID: 1928660

Size: 35.75 KB

2012006-1EF-SCM-000-0013

0.1.4.0

Title: CP-024 DISCRETE OUTPUT SCHEMATICS

RID: 1928716

Size: 35.75 KB

2012006-1EF-EWD-000-0011

0.1.3.0

Title: PROCESS PLC CONTROL PANEL CP-024A 24VDC P...

RID: 1928645

Size: 35.75 KB

Search and Add to Favorites

General Search

All Categories

Electrical Drawing

Content

Select Columns

Drag a column and drop it here to group by that column

	RID	Primary Identifier	Version	Lifecycle State	Title	Category Description
<input type="checkbox"/>	2166828	2012006-1EF-ELD	1.1.0.0	In Work	ELECTRICAL ANC	Electrical Drawing
<input type="checkbox"/>	1928623	2012006-1EF-ELD	1.0.0.0	Released	ELECTRICAL ANC	Electrical Drawing
<input type="checkbox"/>	1928624	2012006-1EF-ELD	0.1.3.0	Approved	ELECTRICAL EQU	Electrical Drawing
<input type="checkbox"/>	1928626					Electrical Drawing
<input checked="" type="checkbox"/>	1928622					Electrical Drawing
<input checked="" type="checkbox"/>	1928625					Electrical Drawing
<input type="checkbox"/>	1928673					ght Pole Layout Drawing
<input type="checkbox"/>	1928666					stallation Drawing

Go To Page: 1 Show Rows: 10 1-8 of 8

Link Link & Close

Enter the Search criteria and click the Search icon.

Checkmark the box to select the record to be linked.

Selected record will be added to the Favorites. Confirmation message will display.

Click the Link & Close button to proceed. By selecting the Link button, this window will remain open and you can continue searching/linking objects.

Remove From Favorites

If you wish to remove any object from your Favorites:

1. Checkmark the box for the File to be removed from Favorites.

The *More* button will appear on the top of the screen to provide the ability to manage selected object.

1. Click *D-Link*.

The system allows multiple objects to be selected. All actions listed in the *More* dropdown menu can be performed on the selected objects.

The screenshot shows the TINA software interface. On the left, a list of favorites is displayed with checkboxes. The third item, '2012006-1EC-GAD-000-000', is selected. A 'More' button is visible at the top of the list. A dropdown menu is open, showing options like 'Move To', 'Copy', 'Delete', 'Share', 'Bulk Edit', 'D-Link', 'Merge', and 'Assign Lock'. The 'D-Link' option is highlighted. A blue overlay box contains instructions on how to remove an object from favorites. The background shows a technical drawing of an electrical wiring diagram.

Favorite	Title	RID	Size
<input type="checkbox"/>	2012006-1EF-ELD-000-000	1928622	35.75 KB
<input type="checkbox"/>	2012006-1EC-GAD-000-000	1928659	35.75 KB
<input checked="" type="checkbox"/>	2012006-1EC-GAD-000-000	1928660	35.75 KB
<input type="checkbox"/>	2012006-1EF-SCM-000-0013	1928716	35.75 KB
<input type="checkbox"/>	2012006-1EF-EWD-000-0011	1928645	35.75 KB

Change Information: Rev 0

Electrical Wiring Diagram

Effective: Modified: 20/07/2016 Mike F

Selected object will be removed from the *Favorites* page.
Confirmation Message will display.

TUNAHelp

Search here...

01192ACME-EPCMike Foster

< Favorites

DownloadLockUnlockMore

2012006-1EF-ELD-000-000
Title: CONTROL PANEL CF
RID: 1928622

☐

2012006-1EC-GAD-000-000
Title: PRESSURIZED PIPIN
RID: 1928659

☐

2012006-1EC-GAD-000-000
Title: PIPING GENERAL AR
RID: 1928660

☒

2012006-1EF-SCM-000-0013
Title: CP-024 DISCRETE OUTPUT SCHEMATICS
RID: 1928716

☐

2012006-1EF-EWD-000-0011
Title: PROCESS PLC CONTROL PANEL CP-024A 24VDC P
RID: 1928645

☐

Move To

Copy

Delete

Share

Bulk Edit

D-Link

Merge

Assign Lock

In Work

Change Information: Rev 0

Controlled	Effective: 20/07/2016	Mike F
Electrical Drawing	Modified: 20/07/2016	Mike F
Controlled	Effective: 20/07/2016	Mike F
General Arrangement Drawing	Modified: 20/07/2016	Mike F
Controlled	Effective: 20/07/2016	Mike F
General Arrangement Drawing	Modified: 20/07/2016	Mike F
Controlled	Effective: 20/07/2016	Mike F
Schematics	Modified: 20/07/2016	Mike F
Controlled	Effective: 20/07/2016	Mike F
Electrical Wiring Diagram	Modified: 20/07/2016	Mike F

Sharing Data

You can share the documents with other users:

1.Checkmark the box for the record to be shared.

2.The *More* button will appear on the top of the screen. Select *Share*.

<input type="checkbox"/>		2012006-1EF-ELD-000-0004 Title: CONTROL PANEL CP-024B PANEL ARRANGEMENT RID: 1928622 Size: 35.75 KB Change Information: In Work	Controlled Electrical Drawing Effective: Modified: 20/07/2016 Mike F
<input type="checkbox"/>		2012006-1EC-GAD-000-0014 Title: PRESSURIZED PIPING GENERAL ARRANGEMENT LEVEL 1 RID: 1928659 Size: 35.75 KB Change Information: In Work	Controlled General Arrangement Drawing Effective: Modified: 20/07/2016 Mike F
<input checked="" type="checkbox"/>		2012006-1EC-GAD-000-0023 Title: PIPING GENERAL ARRANGEMENT SECTION RID: 1928660 Size: 35.75 KB Change Information: Rev New	Controlled General Arrangement Drawing Effective: Modified: 20/07/2016 Mike F
<input type="checkbox"/>		2012006-1EF-SCM-000-0013 Title: CP-024 DISCRETE OUTPUT SCHEMATICS RID: 1928716 Size: 35.75 KB Change Information: Rev 0	Controlled Schematics Effective: Modified: 20/07/2016 Mike F
<input type="checkbox"/>		2012006-1EF-EWD-000-0011 Title: PROCESS PLC CONTROL PANEL CP-024A 24VDC POWER DISTRIBUTION WIRING DIAGRAM RID: 1928645 Size: 35.75 KB Change Information: Rev 0	Controlled Electrical Wiring Diagram Effective: Modified: 20/07/2016 Mike F

Enter *Share With* information (email) and click *Share*.

Quick Share Settings

Share What:
2012006-1EC-GAD-000-0023, Version 0.1.3.0, PIPING GENERAL ARRANGEMENT SECTION

Share With:
pratibha.singh@awarebase.com

Message:
I just shared the following file with you using Tina (our Document Control system):

Share Cancel

Electrical Drawing 1928622

Electrical Drawing 1928622

Electrical Drawing 1928622

https://tina5s.com/gmail/ACME-EPC/All-Files#

Search

ACME-EPCMike Foster

File PIPING GENERAL ARRANGEMENT SECTION has been successfully shared.

DownloadLockUnlockMore

2012006-1EF-ELD-000-0004

0.1.5.0

CONTROL PANEL CP-024B PANEL ARRANGEMENT

1928622

Size: 35.75 KB

2012006-1EC-GAD-000-0014

0.1.3.0

PRESSURIZED PIPING GENERAL ARRANGEMENT LEVEL 1

1928659

Size: 35.75 KB

2012006-1EC-GAD-000-0023

0.1.3.0

PIPING GENERAL ARRANGEMENT SECTION

1928660

Size: 35.75 KB

In Work

Change Information: Rev New

2012006-1EF-SCM-000-0013

0.1.4.0

CP-024 DISCRETE OUTPUT SCHEMATICS

1928716

Size: 35.75 KB

In Work

Change Information: Rev 0

2012006-1EF-EWD-000-0011

0.1.3.0

PROCESS PLC CONTROL PANEL CP-024A 24VDC POWER DISTRIBUTION WIRING DIAGRAM

1928645

Size: 35.75 KB

In Work

Change Information: Rev 0

Controlled

Electrical Drawing

General Arrangement Drawing

General Arrangement Drawing

Schematics

Electrical Wiring Diagram

Effective: Modified: 20/07/2016Mike F

Effective: Modified: 20/07/2016Mike F

Effective: Modified: 20/07/2016Mike F

Effective: Modified: 20/07/2016Mike F

Effective: Modified: 20/07/2016Mike F

Effective: Modified: 20/07/2016Mike F

Confirmation message will display on the top of the screen.
Notification email will be sent to the assigned user.

Document ID	Title	Size	Status	Change Information	Effective Date	Modified Date	Owner
2012006-1EF-ELD-000-0004	CONTROL PANEL CP-024B PANEL ARRANGEMENT	35.75 KB	In Work	Rev 0	20/07/2016	20/07/2016	Mike F
2012006-1EC-GAD-000-0014	PRESSURIZED PIPING GENERAL ARRANGEMENT LEVEL 1	35.75 KB	In Work	Rev 0	20/07/2016	20/07/2016	Mike F
2012006-1EC-GAD-000-0023	PIPING GENERAL ARRANGEMENT SECTION	35.75 KB	In Work	Rev New	20/07/2016	20/07/2016	Mike F
2012006-1EF-SCM-000-0013	CP-024 DISCRETE OUTPUT SCHEMATICS	35.75 KB	In Work	Rev 0	20/07/2016	20/07/2016	Mike F
2012006-1EF-EWD-000-0011	PROCESS PLC CONTROL PANEL CP-024 24VDC POWER DISTRIBUTION WIRING DIAGRAM	35.75 KB	In Work	Rev 0	20/07/2016	20/07/2016	Mike F

You can organise document records in the *Favorites*. If you wish to create a New Folder, click the *New Folder* icon.

2012006-1EF-ELD-000-0004 0.1.5.0 In Work Controlled Effective: Modified: 20/07/2016 Mike F
Title: CONTROL PANEL CP-024B PANEL ARRANGEMENT
RID: 1928622 Size: 35.75 KB Change Information: Rev 0 Electrical Drawing

2012006-1EC-GAD-000-0014 0.1.3.0 In Work Controlled Effective: Modified: 20/07/2016 Mike F
Title: PRESSURIZED PIPING GENERAL ARRANGEMENT LEVEL 1
RID: 1928659 Size: 35.75 KB Change Information: Rev 0 General Arrangement Drawing

2012006-1EC-GAD-000-0023 0.1.3.0 In Work Controlled Effective: Modified: 20/07/2016 Mike F
Title: PIPING GENERAL ARRANGEMENT SECTION
RID: 1928660 Size: 35.75 KB Change Information: Rev New General Arrangement Drawing

2012006-1EF-SCM-000-0013 0.1.4.0 In Work Controlled Effective: Modified: 20/07/2016 Mike F
Title: CP-024 DISCRETE OUTPUT SCHEMATICS
RID: 1928716 Size: 35.75 KB Change Information: Rev 0 Schematics

2012006-1EF-EWD-000-0011 0.1.3.0 In Work Controlled Effective: Modified: 20/07/2016 Mike F
Title: PROCESS PLC CONTROL PANEL CP-024A 24VDC POWER DISTRIBUTION WIRING DIAGRAM
RID: 1928645 Size: 35.75 KB Change Information: Rev 0 Electrical Wiring Diagram

The New Folder window will open.

New Folder

Title * Meeting Minutes

Description Meeting Minutes Record

Save Close

Enter the Folder *Title* and *Description*.
Click Save.

TUNA

Help

Search here...

0

11

92

ACME-EPC

Mike Foster

< Favorites

New

Upload

→

Title: Meeting Minutes

Folder Count: 0

RID: [2284933](#)

File Count: 2

Size: 71.49 KB

2012006-1EF-ELD-000-0004

[0.1.5.0](#)

In Work

2012006-1EF-ELD-000-0004

Title: CONTROL PANEL CP-024B PANEL ARRANGEMENT

RID: [1928622](#)

Size: 35.75 KB

Change Information: Rev 0

2012006-1EC-GAD-000-0014

[0.1.3.0](#)

In Work

2012006-1EC-GAD-000-0014

Title: PRESSURIZED PIPING GENERAL ARRANGEMENT LEVEL 1

RID: [1928659](#)

Size: 35.75 KB

Change Information: Rev 0

2012006-1EF-EWD-000-0011

[0.1.3.0](#)

In Work

2012006-1EF-EWD-000-0011

Title: PROCESS PLC CONTROL PANEL CP-024A 24VDC POWER DISTRIBUTION WIRING DIAGRAM

RID: [1928645](#)

Size: 35.75 KB

Change Information: Rev 0

Created: 10/05/2017

Controlled

Effective:

Modified: 20/07/2016

[Mike F](#)

Electrical Drawing

Controlled

Effective:

Modified: 20/07/2016

[Mike F](#)

General Arrangement Drawing

Controlled

Effective:

Modified: 20/07/2016

[Mike F](#)

Electrical Wiring Diagram

New Folder has been created on the Favorites.

0

TINAHelp

Search here...

01192ACME-EPCMike Foster

< Favorites

DownloadLockUnlockMore

Move To

Copy

Delete

Share

Bulk Edit

D-Link

Merge

Assign Lock

Folder Count: 0

RID: 2284933

2012006-1EF-ELD-000-000

Title: CONTROL PANEL CP

RID: 1928822

2012006-1EC-GAD-000-000

Title: PRESSURIZED PIPIN

RID: 1928659

2012006-1EC-GAD-000-0023

Title: PIPING GENERAL ARRANGEMENT SECTION

RID: 1928660

2012006-1EF-SCM-000-0013

Title: CP-024 DISCRETE OUTPUT SCHEMATICS

RID: 1928716

2012006-1EF-EWD-000-0011

Title: PROCESS PLC CONTROL PANEL CP-024A 24VDC POWER DISTRIBUTION WIRING DIAGRAM

RID: 1928645

0.13.0

0.1.4.0

0.1.3.0

0.1.3.0

Size: 35.75 KB

Size: 35.75 KB

Size: 35.75 KB

Size: 35.75 KB

Change Information: Rev 0

In Work

Change Information: Rev 0

Add To Folder

You can add any record to the Folder. To do this, checkmark the box for the record to be moved to the Folder.

From the More dropdown menu select the Move To option to add selected record to the Folder.

Created: 10/05/2017

Controlled

Effective: Modified: 20/07/2016 Mike F

Electrical Drawing

Controlled

Effective: Modified: 20/07/2016 Mike F

General Arrangement Drawing

Controlled

Effective: Modified: 20/07/2016 Mike F

General Arrangement Drawing

Controlled

Effective: Modified: 20/07/2016 Mike F

Schematics

Controlled

Effective: Modified: 20/07/2016 Mike F

Electrical Wiring Diagram

javascript:void(0)

TINA Help

Search here...

ACME-EPC Mike Foster

Download Lock Unlock More

Favorites

<input type="checkbox"/>		Title: Meeting Mintues Folder Count: 0 RID: 2284933	File Count: 0 Size: 0 Bytes	In Work
<input type="checkbox"/>		2012006-1EF-ELD-000-0004 Title: CONTROL PANEL CP-024B PANEL ARRANGEMENT RID: 1928822	0.1.5.0 Size: 35.75 KB	In Work
<input type="checkbox"/>		2012006-1EC-GAD-000-0014 Title: PRESSURIZED PIPING GENERAL ARRANGEMENT LEVEL 1 RID: 1928659	0.1.3.0 Size: 35.75 KB	In Work
<input checked="" type="checkbox"/>		2012006-1EC-GAD-000-0023 Title: PIPING GENERAL ARRANGEMENT SECTION RID: 1928660	0.1.3.0 Size: 35.75 KB	In Work
<input checked="" type="checkbox"/>		2012006-1EF-SCM-000-0013 Title: CP-024 DISCRETE OUTPUT SCHEMATICS RID: 1928716	0.1.4.0 Size: 35.75 KB	In Work
<input type="checkbox"/>		2012006-1EF-EWD-000-0011 Title: PROCESS PLC CONTROL PANEL CP-024A 24VDC POWER DISTRIBUTION WIRING DIAGRAM RID: 1928645	0.1.3.0 Size: 35.75 KB	In Work

Created: 10/05/2017

Effective: Modified: 20/07/2016 Mike F

General Arrangement Drawing

General Arrangement Drawing

Schematics

Electrical Wiring Diagram

Move to / Link to the Selected Folder

FAVORITES



Meeting Mintues

Move To Cancel



Move To/ Link to the Selected Folder window will open.

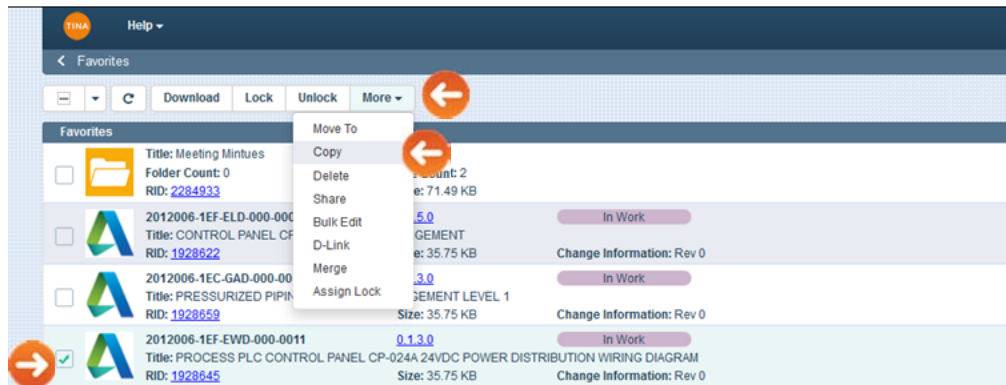
The List of existing Folders will display. Select the Folder.

Select the *Move To* button to proceed.

Favorites			
<input type="checkbox"/>	<div><div></div><div>2012006-1EC-GAD-000-0023 Title: PIPING GENERAL ARR RID: 1928660</div></div>	Size: 35.75 KB	Change Information: Rev New
<input type="checkbox"/>	<div><div></div><div>2012006-1EF-SCM-000-0013 Title: CP-024 DISCRETE OUTPUT SCHEMATICS RID: 1928718</div></div>	0.1.4.0	In Work

Selected document record has been moved to the Folder.

Controlled	Effective: 	▼
General Arrangement Drawing	Modified: 20/07/2016 Mike F	
Controlled	Effective: 	▼
Schematics	Modified: 20/07/2016 Mike F	



Copy Record/Folder

The system allows multiple objects to be selected. If you wish to copy any object:

1. Checkmark the box for the folder or document record to be copied.
2. From the *More* dropdown menu select the *Copy* option.
3. From the *Copy to the Selected Folder* window select the folder and click *Copy* to proceed.



The following rules/messages have been implemented:

1. If you copying a record that locked by you - success message prompts "Files and Folders copied successfully."
2. If you copying unlocked (or locked by someone else) record - warning message prompts "You need to lock all documents before copy"
3. If you select to copy one unlocked record and record locked by you, only one file that locked by you will be copied. Message "Selected files and folders were copied to the Favorites, but few records could not copied as lock or security for the records is not with you" displayed
4. If you don't have security permissions of Copy, the warning message "You don't have security to perform this action" will display.

Help

Search here...

0

11

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ACME-EPC

Mike Foster

Favorites

Download Lock Unlock More

Move To

Copy

Delete

Share

Bulk Edit

D-Link

Merge

Assign Lock

2012006-1EF-ELD-000-000

Title: Meeting Minutes

Folder Count: 0

RID: 2284933

Count: 2

71.45 KB

2012006-1EF-ELD-000-000

Title: CONTROL PANEL CP-024A 2

RID: 1928622

5.1

GE

0:3

2012006-1EC-GAD-000-000

Title: PRESSURIZED PIPIN

RID: 1928659

3.0

SEI

Size:3

2012006-1EF-EWD-000-0011

Title: PROCESS PLC CONTROL PANEL CP-024A 2

RID: 1928645

0.13

Size:3

Created: 10/05/2017

Controlled

Effective: 20/07/2016

Modified: 20/07/2016

Mike F

Electrical Drawing

Controlled

Effective: 20/07/2016

Modified: 20/07/2016

Mike F

General Arrangement Drawing

Controlled

Effective: 20/07/2016

Modified: 20/07/2016

Mike F

Electrical Wiring Diagram

Effective: 20/07/2016

Modified: 20/07/2016

Mike F

Are you sure, you want to delete this File/Folder

OK Cancel

Delete Record/Folder

The system allows multiple objects to be selected. If you wish to delete any object:

1.Checkmark the box for the folder or document record to be deleted.

2.From the *More* dropdown menu select the *Delete* option.

3.You can confirm or cancel deletion process. Click OK to confirm.

javascript:void(0)

TUNA

Help

Search here...

1

11

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< Favorites

Selected record has been successfully deleted. x

Confirmation message will be sent.

Title: Test

Folder Count: 0

RID: 2285000

File Count: 0

Size: 0 Bytes

2012006-1EF-ELD-000-0004

0.1.5.0

In Work

2012006-1EF-ELD-000-0004

CONTROL PANEL CP-024B PANEL ARRANGEMENT

1928622

Size: 35.75 KB

Change Information: Rev 0

Controlled

Effective: 20/07/2016

Mike F

Created: 12/05/2017

2012006-1EC-GAD-000-0014

0.1.3.0

In Work

2012006-1EC-GAD-000-0014

PRESSURIZED PIPING GENERAL ARRANGEMENT LEVEL 1

1928659

Size: 35.75 KB

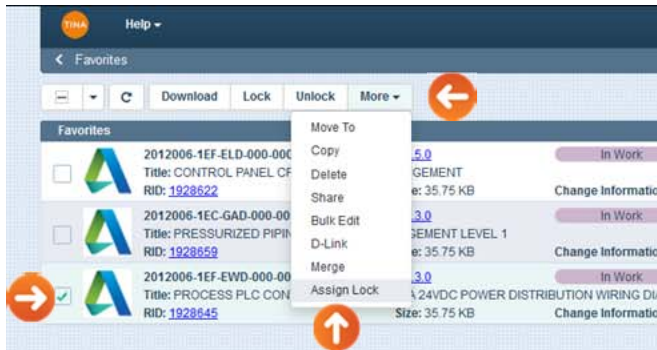
Change Information: Rev 0

Controlled

Effective: 20/07/2016

Mike F

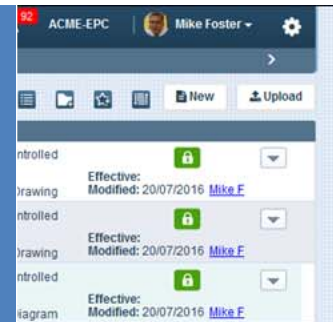
General Arrangement Drawing



Assign Lock To Someone Else

Users who have the permission can assign the lock of documents to any other user:

1. Checkmark the box for the record.
2. From the *More* dropdown menu select the *Assign Lock* option.
3. The *Assign Lock* window will open. Type and Search any user to assign lock.
4. As soon as user is selected, pop-up will be closed and lock will be assigned to this user.
5. Notification will be sent to the user from whom the lock is taken away and to the user who gets the lock.



Both the assigner and the assignee must have security permissions:

- Assigner – Override Lock (take lock from another),
- Assignee – Take Lock.

