



Document title: USER GUIDE – ProMaSys Version 7.01		Document ID: PMS02	Page: Page 1 of 52	
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User Guide - ProMaSys (Project Management System)

Examples & screen shots given on this guide are based on a project in Ghana. ProMaSys is available from the creator
Christopher Serjeant, reachable by email on cjserjeant@mac.com

TABLE OF CONTENT

	<i>Page</i>
3.1 Introduction to ProMaSys	02
3.2 The way data is presented within ProMaSys	03
3.3 Functions of the three DB's and their relation	06
4.1 Info bubbles	08
4.2 Explanation of some screens in the main DB	09
4.2.1 -- Main menu	09
4.2.2 -- Overview screen	10
4.2.3 -- Civil work Milestone screen	12
4.2.4 -- Project Manager Milestone screen	14
4.2.5 -- Some other screens info	14
4.3 Reports	15
4.3.1 -- Printing & sending the completed reports	17
5.1 Creating a New Site & inserting essential Information	18
5.2 Creating the model site with time lag in the DB	19
5.3 Photo Database- The Combined site number	21
5.4 Drop down Menus	22
5.5 Right hand info field	23
5.6 Comment System	24
5.7 Red Flags	25
5.7.1 -- Creating Red flag and informing the responsible person by email	25
5.7.2 -- Clearance of the Red flag by the responsible person	27
5.7.3 -- Red Flag LOG once the issue is solved.	27
5.7.4 -- Red Flag list	28
5.8 Find Function / Record & Found Set	29
5.9 Replacing data Across Records	33
5.9.1 -- Cleaning the Database	34
6.1 Project Photos	35
6.2	
7.1 Assets	38
7.1.1 -- Creating a new asset item	40
7.1.2 -- Assets additional information	40
7.2	
8.1 Financial introduction	40
8.1.2 -- Project & Finance Work Split and Coordination	41
8.1.3 -- Financial screens, examples, calculator & important information	42
8.2 <u>Work In Progress</u> Summary	46
8.2.1 -- Update Planning	47
8.3 The Calculator	47
8.4	

Document title: USER GUIDE – ProMaSys Version 7.01		Document ID: PMS02	Page: Page 2 of 52	
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3.1 Introduction to ProMaSys

3.1.1 What is ProMaSys?

- Equipment ordering and cost monitoring Integrated project planning and tracking tool
 - Plan the entire roll-out of the network
 - Balance your planning against available resources
 - See how many (and which) sites are at each stage of roll-out
 - Compare slippage against planned dates and correct
 - Track every milestone from Search Ring thru' to Acceptance
 - View progress of the entire roll-out with one mouse-click
- Single database of all site information
 - One place for all information of the project
 - Eliminate multiple spreadsheets held by different departments
 - Open availability to password holders to see progress
 - Each person uses the database as their day-to-day tool
 - Incorporates photos and AutoCAD drawings
 - At the end of the roll-out, O&M can take over the database
- Source of all project documents and reports
 - All project documents & reports are built into the database
 - This results in standardization of all documentation
 - Clear audit trail of all documents through the project
 - Single repository of documents, nothing goes missing
 - Instructions and Change Orders are immediately available
 - Paper-less Project Office is possible (& has been done)
- Powerful query and answer tool
 - Powerful query functions across all fields and screens
 - Ask any question and get the answer on screen immediately
 - Project Reports can be based on any criteria
 - Up-to-date Progress Reports can be produced at any time
 - Fax or e-mail reports directly from the database
 - Reduces the need to print paper reports to answer questions
- One-click project overview and progress of each site
 - Progress is automatically calculated as milestones are reached
 - Automatic calculations result in objective reporting of progress
 - Site are automatically placed in the correct stages of rollout
 - See all stages of rollout with just one mouse-click
 - Managers can focus directly on any stage of the rollout
 - Provides financial and work in progress information
- Equipment logistics, asset register and cost monitoring.
 - Equipment can be specified at any time during Roll-out
 - Demand / Supply balancing
 - Ordering equipment and infrastructure materials
 - Bill of Materials generation & Control of site cost budgeting
 - End of Warranty re-ordering
 - Track every asset from RFQ thru' to Commissioning
 - Monitor Shipping, Port handling and Customs clearance
 - Manage all Goods-in and Warehouse Storage
 - Control all equipment dispatches from Warehouse to sites
 - Provide integrated Asset Register of all installed equipment
 - Track all Swap and Repairs

Site Photos

1 / 127

Overview

Cancelled

PM Milestones

CW Milestones

Site Data

Site Acquisition

Site Design

Civil Works

Permit & Sharing

Create Photo Set

Tower

Antennas

Feeder Support

Power

Cable & Earthing

Keys

A ASB 1022 C GT Rep 30m GF30 Sofoline ACR 1 MW

Photo gallery showing 11 photos with captions: Photo towards first Path Obstn, Access Road, View to 1002A from Tower, Antenna facing 1003A, Antenna facing 1004B, Access Hazard, View towards 0° N, View towards 30° N, View towards 90° S, View towards 270° W, View towards 300° W.

Week 05.46

Update Weekly Photos

Print Weekly Photos

Red Flag

Red Flag List

Sites Schedule

Sites List

Progress

Plan Resources

Test Punchlist

Remedial Work

Acceptance

Maintenance

Change Orders

Site Visits

Site Costs

KPI's

Reports

Record # 1

Found set 1

Total records 127

Find All

Create Photo Set

Build Milestones

3 / 127 / 127

Overview

PAT Remedial

Network Plan

All Milestones

Site Data

Site Photos

Site Acquisition

Permit & Sharing

Cell Planning

Tx Planning

Site Design

Civil Works

Implementation

Integration

Equipment

Antennas

Tower

Feeder Support

Power

Cable & Earthing

Keys

Financial

Update Planning

A ASB 1022 C GT Rep 30m GF30 Sofoline ACR 1 MW

	Status	Planned Start	Planned End	Lag	Adjusted	Actual	Alert
Active Candidate	Ready			0		21 Jun 04	
SAM	Ready			-14		17 Jun 04	
NTP to SA Contractor Signed Lease	Not Req'd			-12		N/A	
Acquisition Finished	Not Req'd			-10		N/A	
CW PO from Customer	Not Req'd			-8		N/A	
Equipment Ordering	Ready			-6		22 Dec 04	
Technical Site Survey	Ready			-4		13 Oct 04	
Construction Drawings	Ready			-2		30 Jun 04	
Construction Dwg Approval	Ready	1 Jan 05	22 Aug 04	0		25 Aug 04	
Field Survey (SuM)	Ready			0		20 Jan 05	
Civil Work Start	Ready			0		8 Jan 05	
Foundations	Ready			13 Dec 04		8 Jan 05	
Tower / Wall Mount Erection	Ready			31		20 Jul 05	
Mains AC Power	Ready			45		29 May 05	
Civil Work Built	Ready			35		6 Jul 05	
Contr Accept'ce Test (CAT)	Ready			38		12 Jul 05	
CAT Remedial Work	Ready			44		6 Jul 05	
Prov Acceptance Test	Ready	29 Jun 05		45		14 Jul 05	
PAC Issued	Ready			66		28 Jul 05	
PAT Remedial Work	Ready			52		20 Jul 05	
As-built Documentation	Ready			54		1 Jan 05	
Final Acceptance Test	Required			315			
FAT Remedial Work	Required			330			
OIL Clearance Cert (OCC)	Required			142			
Final Acceptance FAC	Required			345			

Site Priority Level: 4. D&CW

Sub-Project Name: 3. PO1

Main Contractor: DIAMOND

BTS Supplier: ALCATEL

MW Contractor: ALCATEL

Acquisition Negotiator: GT

Site Controller: Philip

Current Comment:

Log of Comments:

Next site towards BSC

Red Flag

Red Flag List

Sites Schedule

Sites List

Availability List

Monthly Progress

Plan Resources

Test Punchlist

Remedial Work

Acceptance

Maintenance

Site Visits

Site Costs

KPI's & TTC

Documents

Reports

Record # 3

Found set 127

Total records 127

Find All

Create New Site

A ASB 1022 C GT Rep 30m GF30 Sofoline ACR 1 MW

Red Flag

4 / 127

- Overview
- PAT Remedial**
- All Milestones
- PM Milestones
- Site Data
- Site Photos
- Site Acquisition
- Permit & Sharing
- Site Design
- Civil Works
- Antennas
- Tower
- Feeder Support
- Power
- Cable & Earthing
- Keys

Red Flag 1

Report Date: Action Required:

Reported by:

To be resolved by: Resolved Date:

Red Flag 2

Report Date: Action Required:

Reported by:

To be resolved by: Resolved Date:

Red Flag 3

Report Date: Action Required:

Reported by:

To be resolved by: Resolved Date:

Red Flag Log

Site Priority Number: 4. D&cw

Sub Project: 3. P01

Main Contractor: SOLCOMTECH

Acquisition Negotiator: GT

Site Controller: Philip

Site Access Information:

Other Operators:

Issues Affecting Integration:

- PM Milestones
- Red Flag List
- Sites Schedule
- Sites List
- Progress
- Plan Resources
- Test Punchlist
- Remedial Work
- Acceptance
- Maintenance
- Change Orders
- Site Visits
- Costs
- KPI's
- Documents
- Reports

Record #

Found set

Total records

Info Bubbles ?
Main Menu
Thu, 29 Dec 05
WeekWk 5.52

GHANA TELECOM GSM 900 ROLLOUT

Reports

WIP 85%

- Overview
- PAT Remedial**
- Network Plan
- All Activities
- CW Milestones
- Site Data
- Site Acquisition
- Permit & Sharing
- Cell Planning
- Tx Planning
- Site Design
- Civil Works
- Implementation
- Integration
- Equipment
- Antennas
- Tower
- Feeder Support
- Power
- Cable & Earthing
- Site Photos
- Financial
- Keys

General Reports

- Printout of the milestones in the PM Milestones screen, including Final Acceptance - A3 Landscape format.
- Printout of the milestones in the CW Milestones screen, including Provisional Acceptance - A3 Landscape format.
- Printout of the Weekly sheet report per site covering mainly the civil works. - A4 Landscape format.
- Printout of Summary of the weekly sheet reports of all sites - A3 Landscape format.
- Printout of the Major Milestones from the Overview screen, including missed dates - A4 Landscape format.
- Printout of Financial Data from the Financial screen, including Forecast data - A3 Landscape format.
- Printout of the Power information from the Power screen, including application dates - A4 Landscape format.
- Printout of the Site Addresses and Latitude & Longitude coordinates - A4 Landscape format.
- Printout of the Site Addresses and Site Access Protocol - A4 Landscape format.
- Printout of Design information from the Site Design screen - A4 Landscape format.

Export Data

- Exports to your Desktop a list of Site Names and Site Numbers, useful when sending lists to others - Excel format.
-

- Red Flag
- Red Flag List
- Sites Schedule
- Sites List
- Assets
- Update Planning
- Monthly Progress
- Plan Resources
- Test Punchlist
- Remedial Work
- Acceptance
- Site Visits
- Site Costs
- KPI's
- Documents

Record #

Found set

Total records

Reports will always be printed for the found set. In this case 11 sites

Info Bubbles ?
Main Menu
Week 05.52