

Using the Asset Tracking Tool to Create an Enhanced Logbook

Introduction

In 2015, USEPA provided additional guidelines for site logbooks, promoting electronic logbooks over paper logbooks and including the need for electronic logbooks to be:

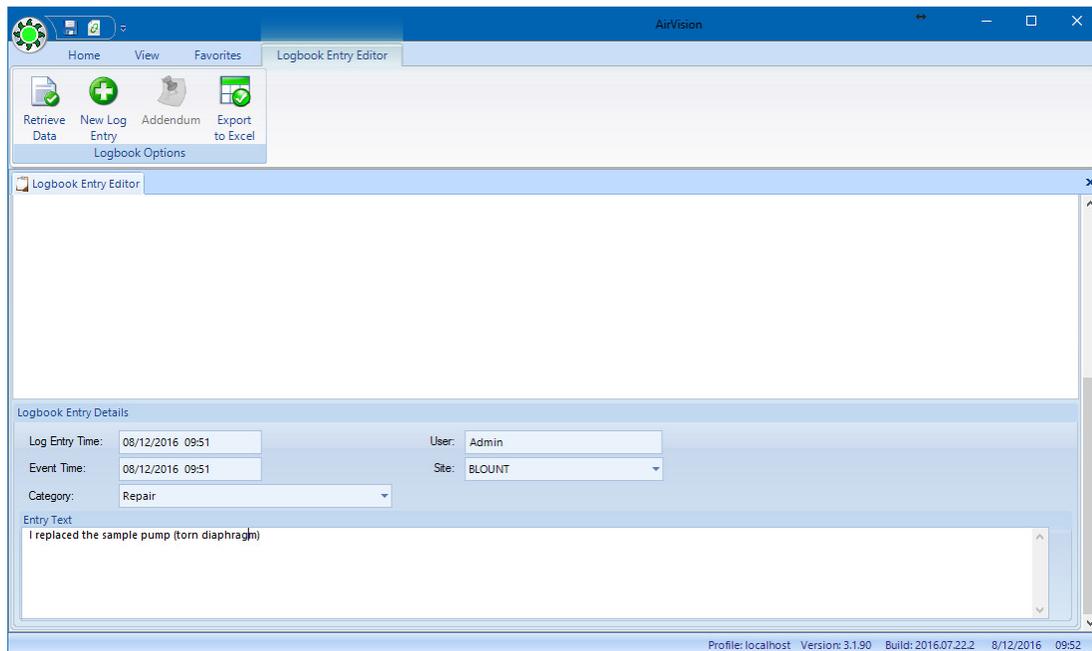
- Indelible (cannot be edited or removed)
- Secure (backed up and retrievable in the case of file loss)
- Traceable (clearly and accurately identify who made the entries)

All of these functions had already been incorporated in the Site Logbook function in AirVision / AVTrend, but we took the opportunity to re-promote the use of the Site Logbook and to add additional capabilities through our Asset Tracking / Work Item module. This document covers the traditional use of the Standard Site Logbook, as well as the expanded capabilities with the Asset Tracking / Work Item module.

Typical Architecture

Typically, users of the Site Logbook have a site PC running AVTrend or a Model 8872 Site Node Logger at the site which is used as the initial logbook entry point. It's also possible to simply use a Client connection to the AirVision server to make entries as well, but we will cover the former, more common use case.

In this case, the Logbook entries are made on the site PC / 8872:



The Logbook entry tracks both the time the entry was made, as well as allowing the user to enter an 'event time' different from the time the entry was made. A Category selection helps characterize the entry for later reporting, and the User name is logged.

To meet EPA goals, it is necessary to ensure the Site PC has individual user accounts instead of a common login. The list of usernames can be synchronized with the server using the Sync system, or the administrator can simply ensure the usernames match between the site PCs and the server.

Once the entry is made, it cannot be deleted or edited. A system UtilitySetting can allow ‘addendums’ to logbook entries (or not) using the “Addendum” button on the ribbon. The default AirVision system behavior is ‘no addendums’ (e.g., only new entries) - contact support@agilaire.com to enable the addendum function.

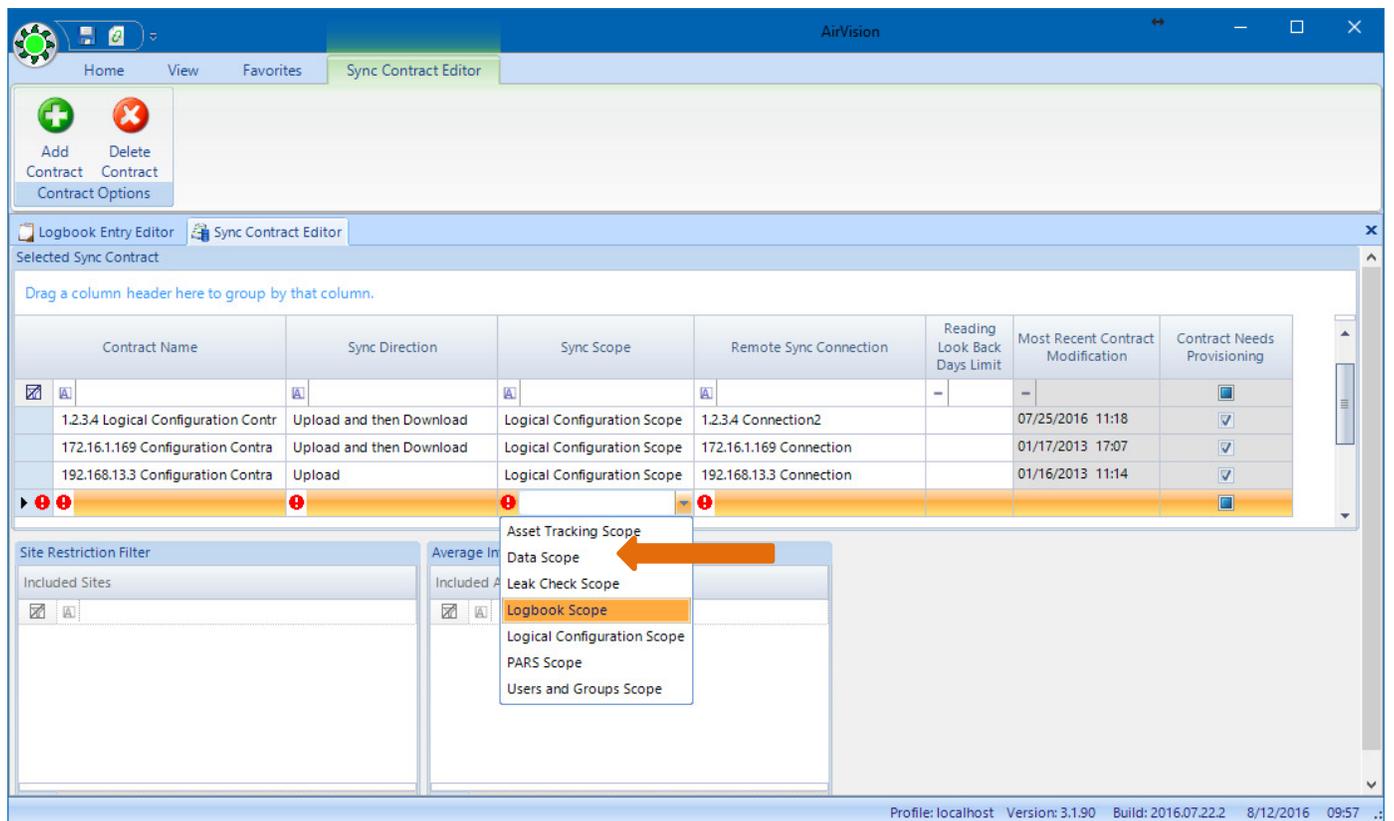
(Note that if you don't have a Site PC or 8872, you can use the 8816/8832 Central Message capabilities to create basic logbook entries, but you will not capture the username, categories, or event time).

Transferring Entries

Logbook entries can be moved from the Site PC / 8872 to the central server either through the Sync function, or through regular polling.

Transfer via Sync

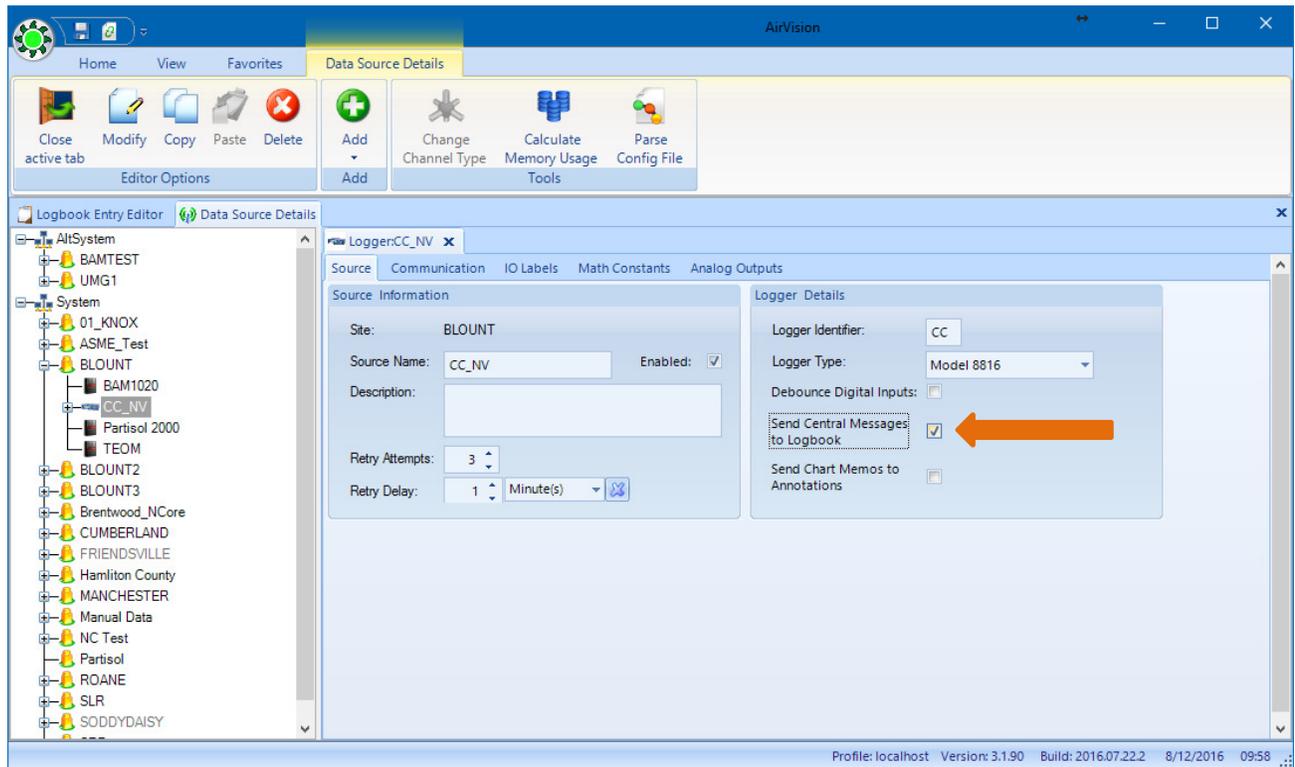
To transfer via Sync, create a contract using the “Logbook Scope” and the “Download Only” direction, using either the Sync Contract Editor or the Sync Wizard:



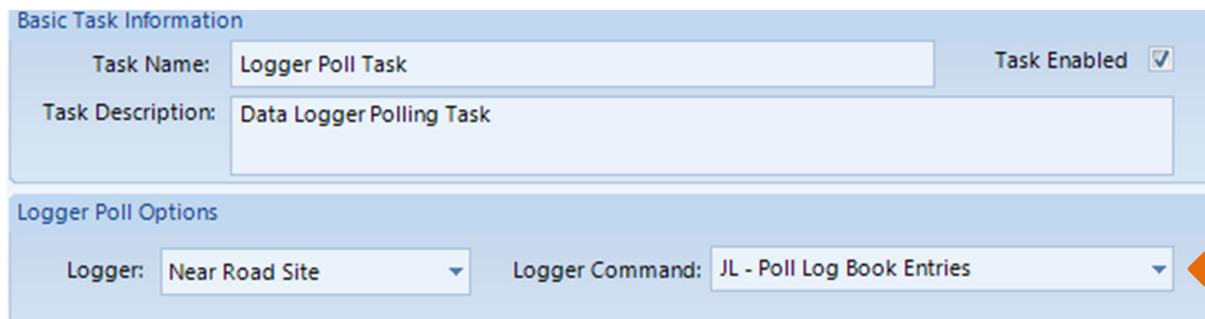
The sync can then be scheduled in the Task Scheduler as a Sync task to run every night, every X hours, etc.

Transfer via Polling an 8872

To poll the records (more common case), you must set the Logger Properties on the server to “Send Central Messages to Logbook” via checkbox in the upper right:



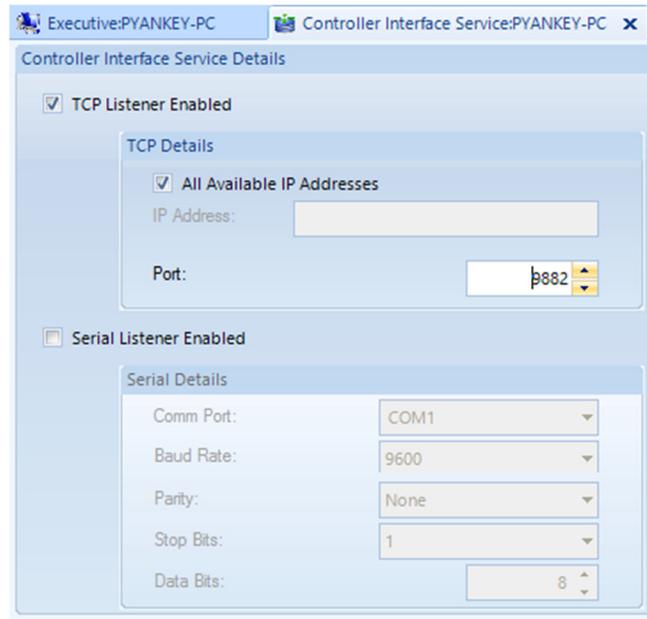
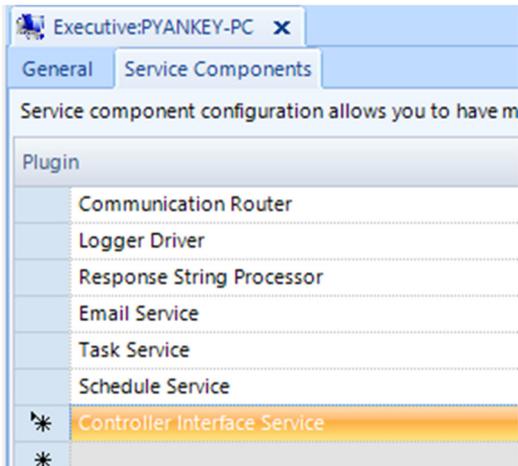
Then, simply add to your existing polling task a sub-task to poll for “JL-Poll Log Book Entries”:



AirVision will poll the 8872 for those logbook entries using the “JL” poll type, and get the user name, dates, category, and use that to create Logbook entries on the server.

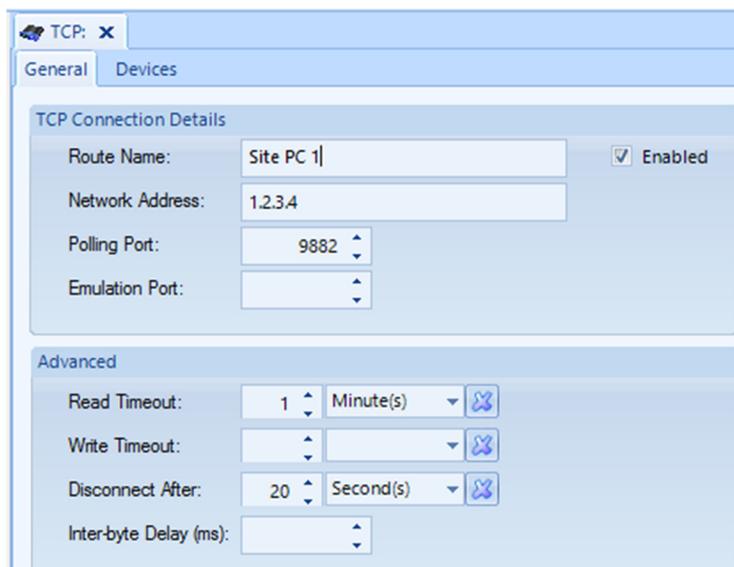
Transfer via Polling a Site PC in parallel with an 8816 or 8832

If your AirVision server is going to poll logbook entries from a Site PC while polling data from an 8816 or 8832 at the same site, you must enable the Controller Interface Service in AVTrend on the Site PC as a “Service Component” in “PC Settings”, and set a port value other than 9881 (9882 is recommended).



If any kind of routing or port forwarding is in place at the site via a modem/router, update those settings to route a new polling port (e.g., 9882) to reach the Site PC.

On the server, create a communication route to that PC using the port that was designated on the Site PC separate from the 8816 or 8832 you are polling.



Then create a second 'pseudo' logger for the site in question on the server and assign it the new comm route.

Logger:PPDAM (2) X

Source Communication IO Labels Math Constants Analog Outputs

Source Information

Site: PPDAM

Source Name: PPDAM Site PC Enabled:

Description: PPDAM

Retry Attempts: 1

Retry Delay: 10 Second(s)

Logger Details

Logger Identifier: 05

Logger Type: Model 8832

Debounce Digital Inputs:

Send Central Messages to Logbook:

Send Chart Memos to Annotations:

Go to the Task Scheduler and locate any polling tasks for the logger. Delete or disable any tasks for 'Central Messages'.

Poll (PPDAM) Long Central Messages	<input type="checkbox"/>	7	<input type="checkbox"/>	Logger Poll Task	Edit Task
Poll (PPDAM) Chart Memos	<input type="checkbox"/>	8	<input type="checkbox"/>	Logger Poll Task	Edit Task

Create a new scheduled tasks (or task groups or use the Schedule Wizard) for logger poll task type 'JL-Poll Logbook Entries'. When doing so, select the Site PC 'logger' in the task configuration.

Logger Poll Options

Logger: PPDAM Site PC

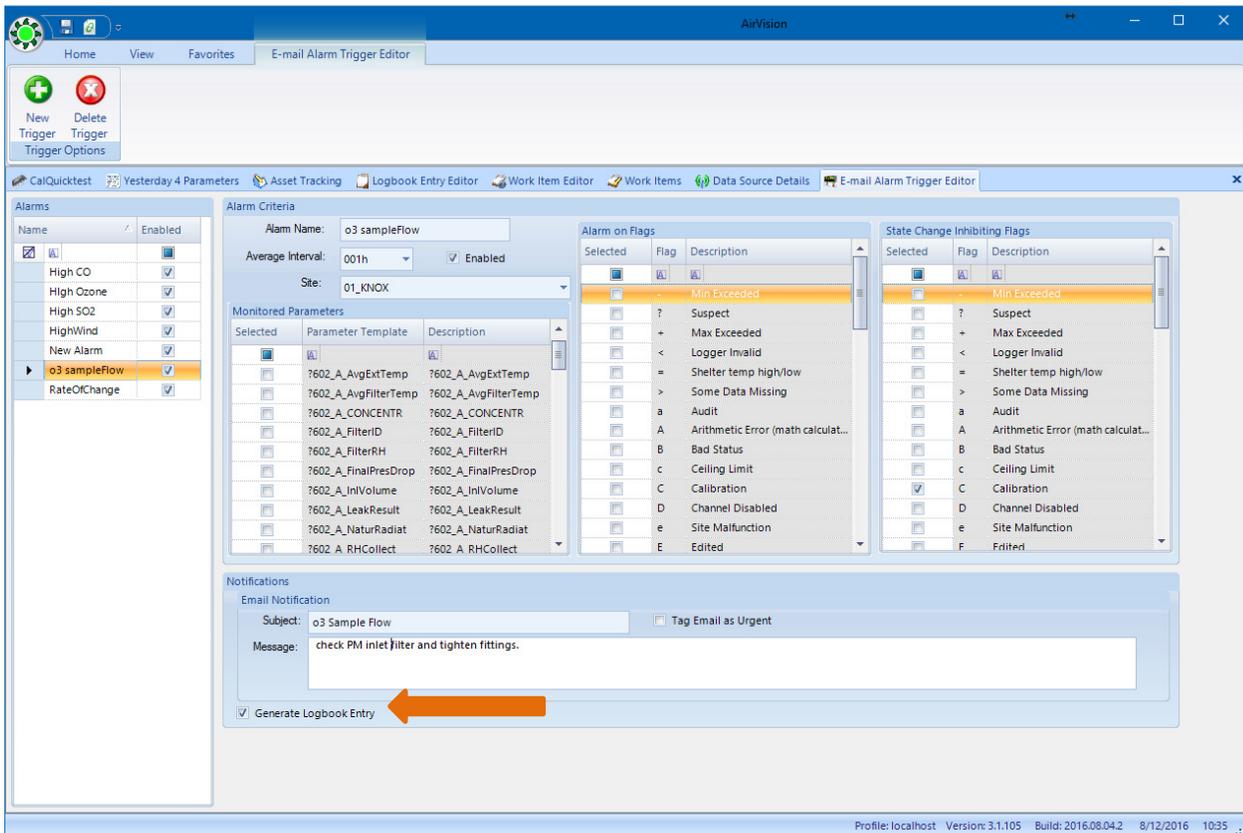
Logger Command:

Backing Up

If you are backing up your production AirVision database, then you are backing up your Logbook. It's as simple as that. All Logbook entries are part of the standard AirVision database and are never purged.

Other Ways to Automatically Create Logbook Entries

If you are using E-mail alarms, you now have the option via a checkbox selection to automatically create logbook entries when an alarm condition is detected:



Under Discussion:

- Automatically create entries on Monitor Assessment entry?
- Automatically create entries when PREC cal is run?

Enhancing the Logbook with Asset Tracking / Work Item Module

This optional module includes two components:

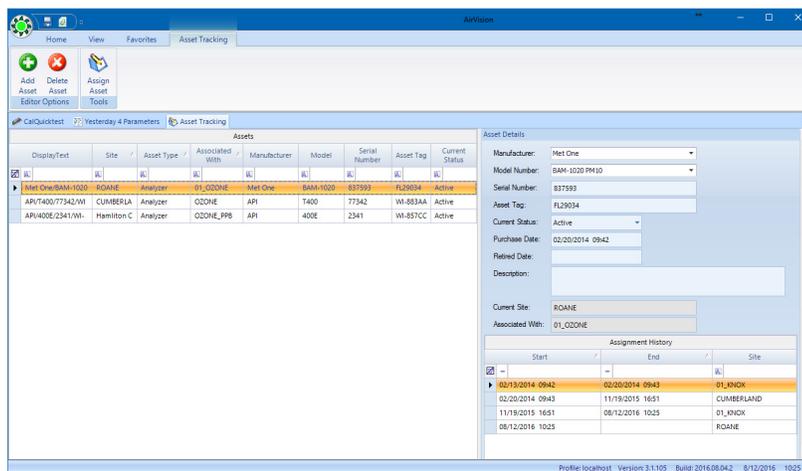
- Asset Tracking- allows you to track analyzers, calibrators, standards, loggers, etc. as they move in and out of service and move from site to site.
- Work Items- allows you to create single or repeating tasks (e.g., repairs, routine maintenance, etc.), track completion of those items, send emails for overdue items, etc.

A Video Tutorial is available on the use of the module:

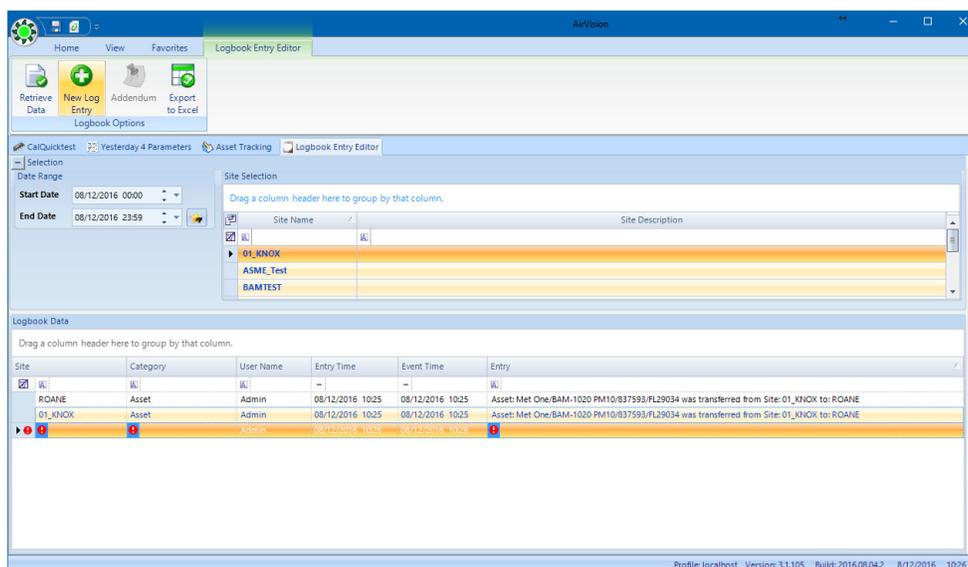
<http://agilaire.com/asset-work-item-tracking-introduction-part-1>

<http://agilaire.com/asset-work-item-tracking-enhanced-logbook-part-2>

Now, when an asset is transferred from one site to another, in this example, we transfer an analyzer from 01_KNOX to ROANE:



AirVision will automatically create a logbook entry for both sites:



For work items, when a work item is marked completed:

Work Item Completion

Work Item Definition

Task Name: Do Audit at Site Y

Task Description:

Assigned To: Cliff

Site: BLOUNT

Asset: API T400 77342 \wI-883AA3

Priority: High

Category: RoutineCheck

Due Date: 08/12/2016 12:42 Overdue

Entry Details

Completion Date: 08/12/2016 10:29

Memo: Done!

Cancel OK

It will also automatically create a Logbook Entry, based on the user completing the task, the site, etc., logging the date and time it was marked complete.

AirVision

Home View Favorites Logbook Entry Editor

Retrieve Data New Log Entry Addendum Export to Excel Logbook Options

CalQuicktest Yesterday 4 Parameters Asset Tracking Logbook Entry Editor Work Item Editor Work Items

Selection

Date Range

Start Date: 08/12/2016 00:00

End Date: 08/12/2016 23:59

Site Selection

Drag a column header here to group by that column.

Site Name	Site Description
01_KNOX	
ASME_Test	
BAMTEST	

Logbook Data

Drag a column header here to group by that column.

Site	Category	User Name	Entry Time	Event Time	Entry
ROANE	Asset	Admin	08/12/2016 10:25	08/12/2016 10:25	Asset: Met One/BAM-1020 PM10/837593/FL29034 was transferred from Site: 01_KNOX to: ROANE
01_KNOX	Asset	Admin	08/12/2016 10:25	08/12/2016 10:25	Asset: Met One/BAM-1020 PM10/837593/FL29034 was transferred from Site: 01_KNOX to: ROANE
BLOUNT	RoutineCheck	Admin	08/12/2016 10:29	08/12/2016 10:29	Do Audit at Site Y [on] completed on 8/12/2016 10:29:18 AM by Admin

Profile: localhost Version: 3.1.105 Build: 2016.08.042 8/12/2016 10:29