



Mechanical Fields and Test Dates - Populate Quick Guide

Standard mechanical fields (non-component) are broken into two **main sections (Mechanical Profile and Equipment Dates)**, fields displayed are based on Display Grouping(s) selected.

Navigate to **Equipment Manager**, on left side bar select **Equipment**:

Steps

1. Find/select **Railcar** in *Equipment Grid*
2. Follow instructions per **section**:

***Mechanical Profile* = Standard Mech Fields**

- a. *Common Mechanical Fields* - First grouping of fields are standard mechanical fields focused on equipment type, weights, build, etc.
- b. *Mechanical Fields* – Mechanical Fields are sectioned by *Display Grouping(s)*. Mechanical Fields also contain *Customer Defined* fields (displayed in ALL CAPs)
- c. **Populate** fields
- d. Select **Save Equipment**

***Equipment Dates* = Standard Equipment Testing**

- a. Populate date(s):
 - i. Select **Pencil Icon** to open test *Add/Edit Equipment Dates* box
 - ii. Select **Add (+)** icon to add new test information
 - iii. Populate **Date Performed**
 - iv. Populate **Due Date** – is not required if item does require requalification
 - v. Select **Save & Close**

Note: *As equipment is requalified, follow above steps to add new test dates, grid will display test history for equipment item.*

- vi. Select **Save Equipment**

Important: *Any Mechanical Fields and/or Equipment Test Dates that are not used can be hidden – See Equipment Manager User Guide: Display Grouping - Hide Mechanical Field/Test Date*

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Related Documents

For detailed instructions, see the following on RAILChannel®:

- **Equipment Manager User Guide: *Mechanical Profile*** (populating, editing equipment's standard Mechanical Fields and Test Dates)
- **Equipment Manager User Guide: *Display Grouping Categories*** (editing, adding, hiding mechanical fields and/or adding/editing Display Groupings to system)