USERS GUIDE FOR THE NASA EQUIPMENT MANAGEMENT SYSTEM CENTRAL DATABASE (NEMS-CDB)

Release 3.4

NEMS-CDB-UG-13

PrISMS Contract

February 2002

National Aeronautics and
Space Administration

George C. Marshall Space Flight Center
Huntsville, AL 35812

USER'S GUIDE FOR NEMS CENTRAL SCREENING RELEASE 3.4

Submitted by

_____

Neal Cantrell **Date**
Functional Area Lead

Reviewed by

CSC

_____

Hector Garcia **Date**
Agencywide IRM

_____

Jim Cofer **Date**
Configuration Management

_____

Richard Bishop **Date**
Data Base Administrator (DBA)

Prepared by

Computer Sciences Corporation, Contract NAS8-60000

NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
GEORGE C. MARSHALL SPACE FLIGHT CENTER
HUNTSVILLE, ALABAMA

February 2002

USER'S GUIDE FOR CENTRAL DATABASE
RELEASE 3.4

Approved by

Sheila Fogle **Date**
Consolidation Center
Project Manager

Nikita Zurkin **Date**
Program Functional Manager

NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
GEORGE C. MARSHALL SPACE FLIGHT CENTER
HUNTSVILLE, ALABAMA

February 2002

1. INTRODUCTION 3

1.1 IDENTIFICATION 3
1.2 PURPOSE 3
1.3 BACKGROUND 3

2. USER TYPES AND SECURITY 4

3. GENERIC INSTRUCTIONS 5

3.1 NEMS CENTRAL DATABASE ADHOC SUBSYSTEMS 5
3.2 REPORTING PROBLEMS 6

4. GENERIC INSTRUCTIONS 8

4.1 PROGRAM SUPPORT COMMUNICATIONS NETWORK (PSCN) LOGON PROCEDURES 8
4.2 DATALYNX/3274 TERMINAL ENTRY SCREEN 10
4.3 NASA MSFC NETWORK SIGN ON SCREEN 11
4.4 HEADQUARTERS TSO LOGON SCREEN 13
4.5 CENTRAL SYSTEM WELCOME SCREEN 15

5. CENTRAL EQUIPMENT ADHOC MENU AND DATA SCREENS 16

5.1 NEMS CENTRAL EQUIPMENT ADHOC INQUIRIES MENU 16
5.2 MANUFACTURER'S CODE AND MULTIPLE MODEL NUMBERS 18
5.3 MULTIPLE MODEL-NUMBER SELECTION SCREEN 22
5.4 SELECTION BY MANUFACTURER-CODE AND MULTIPLE ITEM NAME MENU 25
5.5 DISPLAY CENTRAL EQUIPMENT FILE BY MANUFACTURING CODE AND ITEM NAME 27
5.6 CENTRAL EQUIPMENT FILE *ADHOC* ITEM NAME SELECTION SCREEN 29
5.7 DISPLAYS NEMS CENTRAL EQUIPMENT FILE BY ITEM NAMES 31
5.8 CENTRAL EQUIPMENT FILE MENU – SINGLE DATA ELEMENT 33
5.9 CENTRAL EQUIPMENT FILE – ECN SELECTION SCREEN 35
5.9.1 Central Equipment Record By ECN – Page 1 of 3 37
5.9.2 Central Equipment Record by ECN – Page 2 of 3 39
5.9.3 Central Equipment Record By ECN – Page 3 of 3 41
5.10 CENTRAL EQUIPMENT FILE OLD-TAG NUMBER SCREEN 43
5.10.1 Central Equipment File – OLD-TAG-NO Select Screen Page 1 of 3 45
5.10.2 Central Equipment File – OLD-TAG-NO Select Screen Page 2 of 3 47
5.10.3 Central Equipment File – OLD-TAG-NO Selection Screen Page 3 of 3 49
5.11 CENTRAL EQUIPMENT FILE PREVIOUS – ECN SELECTION SCREEN 51
5.11.1 Central Equipment File – PREV-ECN Selection Screen 53
5.11.2 NEMS Central Equipment File – PREV-ECN Selection Page 2 of 3 55
5.11.3 Central Equipment File – PREV-ECN Selection Screen Page 3 of 3 57
5.12 CONTRACTOR-TAG-NUMBER SELECTION SCREEN 59
5.12.1 Central Equipment File By Contractor-Tag-Number Page 1 of 3 61
5.12.2 Central Equipment File By Contractor-Tag-Number – Page 2 of 3 63
5.12.3 Central Equipment File By Contractor –Tag-Number Page 3 of 3 65
5.13 CENTRALHISTORY FILE– ECN SELECTION SCREEN 67
5.13.1 Central History Received By ECN - Page 1 of 3 69
5.13.2 Central History Received By ECN – Page 2 of 3 71
5.13.3 Central History Received By ECN - Page 3 of 3 73

6. CENTRAL TRANSFER *ADHOC* SUBSYSTEM 75

6.1 CENRAL TRANSFER *ADHOC* MENU 75
6.2 CENTRAL TRANSFER *ADHOC* SUMMARY SCREEN 77
6.3 CENTRAL TRANSFER *ADHOC* BY RECEIVING ITEMS 79

6.4 CENTRAL TRANSFER FILE RECORD DISPLAY SCREEN 81
6.5 CENTRAL TRANSFER FILE *ADHOC* BY SENDING ITEMS 83
6.6 CENTRAL TRANSFER FILE RECORD DISPLAY SCREEN 85
6.7 CENTRAL TRANSFER FILE SELECTION BY ECN..... 87
6.8 CENTRAL TRANSFER FILE RECORD DISPLAY SCREEN 89

1. INTRODUCTION

The NASA Equipment Management System Central Database (NEMS CDB) resides on the NASA Computer Center (NACC). The Data Base System is an agency-wide common database. The update transactions processed at each installation are transmitted to the NACC daily. The database system is an agency-wide common database. It is used to update the Central Equipment and Transfer files on a nightly basis to reflect center activity. Overnight updating of the Central database ensures that the data is as up-to-date as possible (one day behind the center). Please refer to the NEMS CDB Operations Manual.

NEMS CDB allows each installation to query the Central database screen equipment for redistribution and to identify excess supplies, thus maximizing the visibility of equipment available for reutilization.

1.1 IDENTIFICATION

This document is identified as the User Guide for the NEMS Equipment Management System Central Database produced in support of TAD 7TJAX. This document is identified as NEMS-CDB-UG-13 Ver. 3.4 and represents an update of existing documentation.

1.2 PURPOSE

The purpose of the User Guide is to provide a cross reference for finding information pertaining to user functions of NEMS-CDB. In addition it also provides the minimum documentation necessary for sustained engineering efforts. Appendix A defines abbreviations and acronyms used in this document and Appendix B provides references to additional NEMS CDB supporting documentation.

1.3 BACKGROUND

The scope of the information to be included in the User Guide includes:

- Files used
- User support information

2. USER TYPES AND SECURITY

The following matrix shows the modules and the user groups responsible for their maintenance.

MODULE	On-Line NASA & Contract Logistics Staff	Logistics Management Office
System Maintenance (NEMSCENT)		X
Ad Hoc Searches (NEMSCENT)	X	X
Logistics Management Support (NEMSENQ)		X

3. GENERIC INSTRUCTIONS

This section describes the files and subsystems that make up the NASA Equipment Management System Central Database (NEMS CDB), the logon procedures used to access NEMS CDB, and the methods of reporting problems.

3.1 NEMS CENTRAL DATABASE ADHOC SUBSYSTEMS

The NEMS Central Database on-line system comprises tow adhoc subsystems. 'Adhoc' refers to an on-line inquiry system assembled during the user's session, using criteria entered by the user. Headquarters and all sites use the same Central Database; permissions on the database allow a site to access only its own data. Headquarters has access to all sites' data.

The NEMS Central On-line System is menu-driven with formatted screens. Each subsystem within the NEMS CDB queries a different file in this Central database (described in the NEMS As Built Design Specification). The Central *Adhoc* subsystems are:

- *Adhoc* Inquiries for the Equipment File (described in Section 5).
- *Adhoc* Inquiries for the Transfer File (described in Section 6).

The files that make up the Central Database are the following:

- Equipment File
- History File
- Transfer File
- Reports File
- Tables File
- Summary File

If an item of equipment is not found on the Equipment file, then the system will search the History file. This is the only time that an inquiry to the History file is made. For the Transfer file, only items in transit will be displayed.

3.2 REPORTING PROBLEMS

The procedures outlined below are recommended for any problems concerning access to, or the use of, the NEMS Central database. Following these procedures will ensure that all problems are logged and that the appropriate person(s) is working to resolve the problem.

There are four areas where a problem may occur:

- Local Communications at Your Center:

  If you do not get as far as the Terminal Entry Screen, shown in Figure 4-1, but cannot go on from there, then the problem is local and you need to call your technical support staff. You may be dialing the wrong telephone number or the parameters within the software package you are using are not set up properly.

- PSCN (Program Support Communication Network) Gateway at Your Center:

  If you get as far as the Terminal Entry Screen, shown in Figure 4-1, but cannot go on from there, then the problem is at the PSCN Gateway at your center. You need to call the MSFC (Marshall Space Flight Center) PSCN Hotline at (256-544-1771). Tell them which center you are from and the phone number you are dialing into. They should issue you a ticket number and then call the PSCN Gateway Contact at your center. The ticket number is you assurance that the problem was reported and is being worked on.

- PSCN at MSFC:

  If the problems occurs after ##SIGNON (see Step 7 in Section 4.1), the problem is within the PSCN. Call the MSFC Hotline at (256-544-1771). Tell them which center you are from, the telephone number you are dialing into, and the service you want (NEMS). They should issue you a ticket number and then get back to you.

- NASA Headquarters:

  If you get as far as the HEADQUARTERS LOGON SCREEN, the problem is at Headquarters. Call the NACC Hotline at (202-358-HELP).

It is important that all problems are reported and logged. The only way they will be reported is if you call either of the two hotline numbers – The MSFC Hotline Number for Problem Areas 2 and 3, and the NEMS Hotline for Problem Area 4. The MSFC Hotline is available for calls 24 hours a day, 7 days a week. The NACC Hotline is available for calls Monday through Friday 8:00 a.m. to 5:00 p.m. EST.

4. GENERIC INSTRUCTIONS

This section discusses the general procedures to follow when accessing and using the CDB. The screen below is the starting point for all CDB transaction.

4.1 PROGRAM SUPPORT COMMUNICATIONS NETWORK (PSCN) LOGON PROCEDURES

There are two ways to access the NEMS Central database located at NASA Headquarters.

The first method is through a protocol converter and a Systems Network Architecture (SNA) pad located at each NASA installation. The user is then routed through the Program Support Communications Network (PSCN) and into a host pad at Headquarters. This method provides a link without the need to dial via FTS or commercial carrier.

You may connect to the protocol converter by either going through your local area network or by dialing a local telephone number. If you are dialing a telephone number, the procedures to initiate communications may vary depending on the software you are using.

If you are using CROSSTALK the following parameters should be set:

SPEED = 1200 BAUD
PARITY = NONE
EMULATION = VT100
DATA BITS = 8
STOP BITS = 1

If you are using FILELINX, type ‘FL78PC’ at CD:\FLINX. The system will then prompt you for File Transfer; Type ‘0’ (zero) and wait for the dial. When the screen clears press ENTER.

Once communications have been initiated and connection into your local protocol converter has been established, follow the procedures outlined on the following pages.

The second method of access is through NASA's Communications Network (NASANET). NASANET will allow you to logon to Headquarter's Computer Center directly from your installation's computer center. This method is simpler to use and more reliable.

The procedure for using NASANET is different for each center, depending on how your Automated Data Processing (ADP) Systems Programmers have it set up. The procedure is usually a single command that will take you directly to the Headquarter's Computer. You will need to talk to your ADP Systems Programmers to find out the proper command (or procedure) to logon to Headquarters.

Once you are on Headquarter's System, the HEADQUARTERS TSO LOGON SCREEN of this instruction package may be followed to access the NEMS Central database.

4.2 DATALYNX/3274 TERMINAL ENTRY SCREEN

This is the first screen displayed when communications are established. (You will by pass this screen if you are using NASANET.)

```
 *** DATALYNX/3274 TERMINAL – V341A3 ***
       (COPYRIGHT LOCAL DATA, 1985)


  (FOR HELP, TYPE ‘?’ AFTER A PROMPT TO ABORT CONNECT SEQUENCE, TYPE ‘!’,)
(TO DELETE CHARACTERS, USE ‘RUBOUT’.  TO CANCEL RESPONSE, ‘CNTL/X’.)


ENTER DEVICE TYPE (IBMPC):
```

Figure 4-1. Terminal Entry Screen

User Response:

1. When the system displays the entry screen shown in Figure4-1, type: IBM PC or VT100 (depending on the device you are emulating).

2. Press ENTER.

3. The screen will display the following addition:

   ENTER LU NUMBER (2):

4. Type: Your LU Number (the default is 2; we recommend 3).

5. Press ENTER.

   If the system responds with the message ‘LU NUMBER NOT AVAILABLE’, choose a different LU Number.

6. The screen will clear.

If the screen clears, but also gives you a MSFC Network Error Message, ignore the message and proceed to Step 7. If you continue to receive an error message, call the MSFC PSCN Hotline.

7. Type: ##SIGNON (must be entered in upper case)

8. Press ENTER

9. The NASA MSFC Network Sign on screen will be displayed (Figure 4-2).

Note: Some Protocols are set up to bypass the above screen – if you are not Prompted for Device Type, try typing an Exclamation (!) at the LU Number prompt; or, type the Device Type immediately after your connection is established and your screens clears. This should allow you to continue as instructed above.

4.3 NASA MSFC NETWORK SIGN ON SCREEN

(You will bypass this screen if you are using NASANET.) The NASA MSFC Network Sign on screen is the first screen that you encounter. After you sign onto this screen, the system allows you access into the Central Data Base.

```
NASA MSFC NETWORK SIGNON
   ENTER NETWORK ID:
           PASSWORD:
              SERVICE:
```

Figure 4-2. NASA MSFC Network Sign on Screen

User Response:

1. Type: Your PSCN Userid (your center acronym suffixed by GP).

2. Type: PSCN (must be UPPERCASE).

3. Type: NEMS.

4. Press ENTER (Note: All three of the above fields must be filled in before you press ENTER)>

5. The screen will clear and the following message will be displayed:

   'NASA MSFC NETWORK SESSION ESTABLISHED'.

   This will be followed by the NASA Logon Screen. Sometimes it takes a while to establish – Please be patient.

6. Type: TSOB

7. Press ENTER.

8. The HQ TSO Logon Screen is displayed (See Figure 4-3).

4.4 HEADQUARTERS TSO LOGON SCREEN

(This is the first screen you will see if you are using NASANET.)

```
ACF82003 ACF2, ENTER LOGON ID -
```

Figure 4-3. Headquarters TSO Logon Screen

User Response:

1. Type: Your HQ TSO Userid.
2. Press ENTER.
3. The following prompt will be displayed:

   ACF82004 ACF2, ENTER PASSWORD –

4. Type: Your HQ TSO Password.
5. Press ENTER.
6. A system messages will be displayed, followed by '***'.
7. Press ENTER.
8. The Central System Welcome Screen will be displayed (See Figure 4-4).

4.5 CENTRAL SYSTEM WELCOME SCREEN

After you have successfully signed on, the system displays the Central System Welcome screen, shown n Figure 4-4.

```
WELCOME TO

                 **     **  ********  ***     ***   ******
                 ***    **  ********  ****   ****  ***   **
                 ****   **  **        ** ** ** **  **
                 ** **  **  *****     **  ***  **   ******
                 **  ** **  **        **   *   **        **
                 **   ****  ********  **       **  **   ***
                 **    ***  ********  **       **   ******

     ******   ********  **     **  ********  ********    ******   **
    ***   **  ********  ***    **  ********  **    ***  ***  ***  **
    **        **        ****   **     **     **     **  **    **  **
    **        ******    ** **  **     **     ********   ********  **
    **        **        **  ** **     **     **     **  **    **  **
    ***   **  ********  **   ****     **     **     **  **    **  *******
     ******   ********  **    ***     **     **     **  **    **  *******

                     THE NASA EQUIPMENT MANAGEMENT SYSTEM
                  CENTRAL EQUIPMENT AND TRANSFER ADHOC QUERY
                          VERSION 4.9; AUGUST 2001

                          (PRESS ENTER TO CONTINUE)
```

Figure 4-4. NEMS Central System Welcome Screen

User Response:

1. You are now in the NEMS Central System database.
2. Press ENTER to continue.
3. The *adhoc* Inquiries Menu will be displayed (See Figure 4-5).

```
USERID: MSJMR        NASA EQUIPMENT MANAGEMENT SYSTEM          DATE: 02/08/02
PROGRAM: ADHOC002      NEMS CENTRAL EQUIPMENT FILE             TIME: 07:34:12
                           ADHOC INQUIRIES MENU                INST: 9999

                    ENTER SELECTION NUMBER OR 'X' TO EXIT: __________

              1. SELECT RECORDS BY MFG-CODE & MULTIPLE MODEL NUMBERS
              2. SELECT RECORDS BY MULTIPLE MODEL NUMBERS
              3. SELECT RECORDS BY MFG-CODE & MULTIPLE ITEM NAMES
              4. SELECT RECORDS BY MULTIPLE ITEM-NAMES
              5. SELECT RECORDS BY TAG NUMBER
              6. SELECT RECORDS BY MULTIPLE DATA ELEMENTS
              7. NEMS TRANSFER FILE
              8. USER ID TABLE UPDATE





*** ITEMS 1, 2, 3 AND 4 WILL SELECT INACTIVE RECORDS ONLY
```

Figure 4-5. Central Equipment Adhoc Inquiries Menu Screen

5. CENTRAL EQUIPMENT ADHOC MENU AND DATA SCREENS

The Central Equipment Adhoc Inquiries Menu, shown below, allows you to search for data based on certain criteria.

5.1 NEMS CENTRAL EQUIPMENT ADHOC INQUIRIES MENU

```
USERID: MSJMR        NASA EQUIPMENT MANAGEMENT SYSTEM          DATE: 02/08/02
PROGRAM: ADHOC002      NEMS CENTRAL EQUIPMENT FILE             TIME: 07:34:12
                           ADHOC INQUIRIES MENU                INST: 9999

                    ENTER SELECTION NUMBER OR 'X' TO EXIT: __________

              1. SELECT RECORDS BY MFG-CODE & MULTIPLE MODEL NUMBERS
              2. SELECT RECORDS BY MULTIPLE MODEL NUMBERS
              3. SELECT RECORDS BY MFG-CODE & MULTIPLE ITEM NAMES
              4. SELECT RECORDS BY MULTIPLE ITEM-NAMES
              5. SELECT RECORDS BY TAG NUMBER
              6. SELECT RECORDS BY MULTIPLE DATA ELEMENTS
              7. NEMS TRANSFER FILE
              8. USER ID TABLE UPDATE





*** ITEMS 1, 2, 3 AND 4 WILL SELECT INACTIVE RECORDS ONLY
```

Figure 5-1. Central Equipment Adhoc Inquiries Menu Screen

Purpose: The Central Equipment *Adhoc* Menu displays the available functions.

Called from screen:

This screen is provided after the NEMS Introduction Screen.

Called screen:

1. Selection by MFG-CODE and Multiple Model Numbers (section 5.2).
2. Selection by Multiple Model Numbers (section 5.3).
3. Selection by MFG-CODE and Multiple Item Names (section 5.4).
4. Selection by Multiple Item Names (section 5.6).
5. Selection by Single Data Element (section 5.8).
6. Selection by Multiple Data Element (section 5.9).
7. Transfer File *Adhoc* Menu (section 6.1).

Upon exiting this screen you will return to ADABAS Natural.

Instruction steps:

Step 1: The screen will appear with a list of functions. Enter the number corresponding to the function you wish to perform or an ‘x’ to return control to ADABAS Natural.

Press the ‘ENTER’ key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field.

Press the ‘ENTER’ key.

Edit criteria:

Valid Function Number or ‘x’.

5.2 MANUFACTURER'S CODE AND MULTIPLE MODEL NUMBERS

The Manufacturer's Code and Multiple Model Numbers Screen allows you to search for items to be viewed based on a manufacturer's code and Model Numbers. Select "1" on the Adhoc Inquiries Menu Screen to view this screen, shown in Figure 5-2.

```
USERID: MSJMR           NASA EQUIPMENT MANAGEMENT SYSTEM        DATE: 02/08/02
PROGRAM: ADHOC220         NEMS CENTRAL EQUIPMENT FILE           TIME: 08:03:07
                   SELECTION MENU - BY MFG-CODE & MFG-MODEL-NO

                       FOR INACTIVE EQUIPMENT RECORDS ONLY


ENTER MFG-CODE TO BE DISPLAYED OR 'X' TO EXIT: __________

    ENTER FIRST MFG-MODEL-NO TO BE DISPLAYED:  ____________________

    ENTER SECOND MFG-MODEL-NO TO BE DISPLAYED: ____________________

    ENTER THIRD MFG-MODEL-NO TO BE DISPLAYED:  ____________________
```

Figure 5-2. Manufacturer's Code and Multiple Model Numbers Selection Screen

Purpose:

This screen prompts for the MFG-CODE and the MFG-MODEL-NO(s) of the record to be displayed. A sample output screen is shown in Figure 5-3.

Called from screen:

This screen is called by the Central Equipment *Adhoc Inquiries* Menu.

Calls screen:

This screen calls the Central Equipment File Record Display Screen (Figure 5-3). Upon completion, control is returned to the Central Equipment *Adhoc* Menu.

Instruction steps:

Step1: Enter the MFG-CODE and MFG-MODEL –NO(s) of the record to be displayed. Press the 'ENTER' key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the 'ENTER' key.

Step 3: You may exit the screen at any time by entering an 'X' in the Exit field. You will return to the Central Equipment *Adhoc* Menu.

Press the 'ENTER' key.

Edit criteria:

a. Valid MFG-CODE

b. Valid MFG-MODEL-NO(s)

c. 'X' to exit

You can use the Display Central Equipment File by manufacturer's code and model number by using the following screen.

```
USERID: MSJMR        NASA EQUIPMENT MANAGEMENT SYSTEM          DATE: 02/08/02
PROGRAM: ADHOC222      NEMS CENTRAL EQUIPMENT FILE             TIME: 09:14:35
              INACTIVE EQUIPMENT – MFG-CODE AND MFG-MODEL-NO

MANUFACTURER CODE:
   MODEL NUMBER 1:   M4440
   MODEL NUMBER 2:
   MODEL NUMBER 3:

S M                                      INST  CONTRACT  EQUIP  YR
C # CC ECN     ITEM NAME                 CODE  NUMBER    ZIP    MFG     COST
-------------------------------------------------------------------------------
C 1  4 1192359 COMPUTER, MICRO           05 05           20771  92       3,750
C 1  4 1344492 COMPUTER, MICRO           05 05           20771  94       2,445
C 1  7 1817225 COMPUTER, MICRO           05 05           20771  95       2,337
B 1  4 1432754 COMPUTER, PORTABLE        11 11           21401           2,337
B 1  4 1321360 COMPUTER, PORTABLE        11 11           22032           3,795
B 1  4 1321362 COMPUTER, PORTABLE        11 11           21403           3,795
B 1  4 1321364 COMPUTER, PORTABLE        11 11           20008           3,795
B 1  4 1321367 COMPUTER, PORTABLE        11 11           22020           3,795

PRESS ENTER TO CONTINUE OR ENTER 'X' TO EXIT: __________
*** - RECORDS QUALIFIED = 16 ; WILL DISPLAY: 16
```

Figure 5-3. Manufacturer's Code and Multiple Model Numbers Output Screen

Purpose:

The screen shown in Figure5-3 lists all the records for the MFG-CODE and MFG-MODEL-NO(s) entered on the MFG-CODE and MFG-MODEL-NO Selection Screen shown in Figure 5-2.

Called from screen:

This screen is called by the MFG-CODE and MFG-MODEL-NO Selection Screen (Figure 5-2).

Calls screen:

Upon completion, control is returned to the MFG-CODE and MFG-MODEL-NO Selection Screen (Figure 5-2).

Instruction steps:

Step 1: Examine the data and make notes as necessary. Use print screen Capability if desired.

Press the ‘ENTER’ key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field.

Press the ‘ENTER’ key.

Step 3: You may exit the screen at any time by entering an ‘X’ in the Exit field. You will return to the MFG-CODE and MFG-MODEL-NO Selection Screen (Figure 5-2).

Press the ‘ENTER’ key.

Edit criteria:

Blank or ‘X’.

5.3 MULTIPLE MODEL-NUMBER SELECTION SCREEN

Select “2” on the Adhoc Inquiries Menu Screen for the Central Equipment *Adhoc* Model Number Selection Screen, shown in Figure 5-4. You can request data for up to three inactive records.

```
USERID: MSJMR           NASA EQUIPMENT MANAGEMENT SYSTEM        DATE: 02/08/02
PROGRAM: ADHOC222         NEMS CENTRAL EQUIPMENT FILE           TIME: 12:09:34
                   SELECTION MENU - BY THREE MODEL NUMBERS

                       FOR INACTIVE EQUIPMENT RECORDS ONLY


ENTER MODEL NUMBERS TO BE DISPLAYED OR 'X' TO EXIT:

    ENTER FIRST MFG-MODEL-NO TO BE DISPLAYED:  ____________________

    ENTER SECOND MFG-MODEL-NO TO BE DISPLAYED: ____________________

    ENTER THIRD MFG-MODEL-NO TO BE DISPLAYED:  ____________________
```

Figure 5-4. Central Equipment Model Number Selection Screen

Purpose:

This screen prompts for the MFG-MODEL-NO(s) of the records to be displayed.

Called from screen:

This screen is called by the Central Equipment Adhoc Inquiries Menu (Figure 5-1).

Calls screen:

This screen calls the Central Equipment File Record Display Screen (Figure 5-5). Upon completion, control is returned to the Central Equipment *Adhoc* Menu.

Instruction steps:

Step 1: Enter the MFG-MODEL-NO(s) of the record to be displayed.

Press the ‘ENTER’ key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the ‘ENTER’ key.

Step 3: You may exit the screen at any time by entering an ‘X’ in the Exit field. You will return to the Central Equipment *Adhoc* Menu.

Press the ‘ENTER’ key.

Edit criteria:

a. Valid MFG-MODEL-NO(s)

b. ‘X’ to exit

A sample output screen is shown in Figure 5-5.

```
USERID: MSJMR        NASA EQUIPMENT MANAGEMENT SYSTEM          DATE: 02/08/02
PROGRAM: ADHOC222      NEMS CENTRAL EQUIPMENT FILE             TIME: 09:14:35
              INACTIVE EQUIPMENT – SELECTED BY THREE MODEL NUMBERS

   MODEL NUMBER 1:   M4440
   MODEL NUMBER 2:
   MODEL NUMBER 3:

S M                                      INST  CONTRACT  EQUIP  YR
C # CC ECN     ITEM NAME                 CODE  NUMBER    ZIP    MFG     COST
-------------------------------------------------------------------------------
C 1  4 1192359 COMPUTER, MICRO           05 05           20771  92       3,750
C 1  4 1344492 COMPUTER, MICRO           05 05           20771  94       2,445
C 1  7 1817225 COMPUTER, MICRO           05 05           20771  95       2,337
B 1  4 1432754 COMPUTER, PORTABLE        11 11           21401           2,337
B 1  4 1321360 COMPUTER, PORTABLE        11 11           22032           3,795
B 1  4 1321362 COMPUTER, PORTABLE        11 11           21403           3,795
B 1  4 1321364 COMPUTER, PORTABLE        11 11           20008           3,795
B 1  4 1321367 COMPUTER, PORTABLE        11 11           22020           3,795

PRESS ENTER TO CONTINUE OR ENTER 'X' TO EXIT: __________
*** - RECORDS QUALIFIED = 16 ; WILL DISPLAY: 16
```

Figure 5-5. Output of NEMS Central Equipment File by Manufactured Code and Model Number

Calls screen:

Upon completion, control is returned to the MFG-MODEL-NO Selection Screen (Figure 5-2).

Instruction steps:

Step 1: Examine the data and make the notes as necessary. Use print screen capability if you desire. Press the ‘ENTER’ key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the ‘ENTER’ key.

Step 3: You may exit the screen at any time by entering an ‘X’ in the Exit field. You will return to the MFG-MODEL-NO Selection Screen (Figure 5-3).

Press the ‘Enter’ key.

Edit criteria:

Blank or ‘X’.

5.4 SELECTION BY MANUFACTURER-CODE AND MULTIPLE ITEM NAME MENU

Select “3” on the Adhoc Inquiries Menu to select equipment by manufacturer code and multiple item names.

```
USERID: MSJMR           NASA EQUIPMENT MANAGEMENT SYSTEM        DATE: 02/08/02
PROGRAM: ADHOC222         NEMS CENTRAL EQUIPMENT FILE           TIME: 12:09:34
                    SELECTION MENU - BY THREE MODEL NUMBERS

                        FOR INACTIVE EQUIPMENT RECORDS ONLY


ENTER MODEL NUMBERS TO BE DISPLAYED OR 'X' TO EXIT:

    ENTER FIRST MFG-MODEL-NO TO BE DISPLAYED:  ____________________

    ENTER SECOND MFG-MODEL-NO TO BE DISPLAYED: ____________________

    ENTER THIRD MFG-MODEL-NO TO BE DISPLAYED:  ____________________
```

Figure 5-4. Equipment File Adhoc Manufacturer Code and Item Name Number

Purpose:

This screen prompts for the MFG-CODE and the ITEM-NAME(s) of the record to be displayed.

Called from screen:

This screen is called y the Central Equipment *Adhoc* Inquiries Screen (Figure 5-1).

Calls screen:

This screen calls the Central Equipment File by Manufacturer Code and Item Name Screen (Figure 5-7).

Instructions steps:

Step 1: Enter the MFG-CODE and ITEM NAME(s) of the records to be displayed.

Press the 'ENTER' key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field.

Press the 'ENTER' key.

Step 3: You may exit the screen at any time by entering an 'X' in the Exit field. You will return to the Central Equipment *Adhoc* Menu. Press the 'ENTER' key.

Edit criteria:

a. Valid MFG-CODE

b. Valid ITEM-NAME(s)

c. 'X' to exit

5.5 DISPLAY CENTRAL EQUIPMENT FILE BY MANUFACTURING CODE AND ITEM NAME

Using the following screen to display items in the central equipment file by manufacturer code and item name.

```
USERID: MSJMR        NASA EQUIPMENT MANAGEMENT SYSTEM          DATE: 02/08/02
PROGRAM: ADHOC222      NEMS CENTRAL EQUIPMENT FILE             TIME: 09:14:35
              INACTIVE EQUIPMENT – MFG-CODE AND ITEM-NAME

   MODEL NUMBER 1:   M4440
   MODEL NUMBER 2:
   MODEL NUMBER 3:

S M                                      INST  CONTRACT  EQUIP  YR
C # CC ECN     ITEM NAME                 CODE  NUMBER    ZIP    MFG     COST
-------------------------------------------------------------------------------
C 1  4 1192359 COMPUTER, MICRO           05 05           20771  92       3,750
C 1  4 1344492 COMPUTER, MICRO           05 05           20771  94       2,445
C 1  7 1817225 COMPUTER, MICRO           05 05           20771  95       2,337
B 1  4 1432754 COMPUTER, PORTABLE        11 11           21401           2,337
B 1  4 1321360 COMPUTER, PORTABLE        11 11           22032           3,795
B 1  4 1321362 COMPUTER, PORTABLE        11 11           21403           3,795
B 1  4 1321364 COMPUTER, PORTABLE        11 11           20008           3,795
B 1  4 1321367 COMPUTER, PORTABLE        11 11           22020           3,795

PRESS ENTER TO CONTINUE OR ENTER 'X' TO EXIT: __________
*** - RECORDS QUALIFIED = 16 ; WILL DISPLAY: 16
```

Figure 5-7. Display Central Equipment File by Manufacturer Code and Item Name

Purpose:

This screen displays all the selected records for the MFG-CODE and ITEM-NAME(s) entered on the MFG-CODE and ITEM-NAME Selection Screen.

Called from screen:

This screen is displayed by the MFG-CODE and ITEM-NAME Selection Screen (Figure 5-6).

Calls screen:

Upon completion, control is returned to the MFG-CODE and ITEM-NAME Selection Screen (Figure 5-6).

Instruction steps:

Step 1: Examine the data and make notes as necessary. Use print screen Capability if desired. Press the 'ENTER' key.

Step 2: If error messages appear at the bottom of the screen, read the Messages and correct the identified field. Press the 'ENTER' key.

Step 3: You may exit the screen at any time by entering an 'X' in the Exit field. You will return to the MFG-CODE and ITEM-NAME Selection Screen (Figure 5-6). Press the 'ENTER' key.

Edit criteria:

Blank or 'X'.

5.6 CENTRAL EQUIPMENT FILE *ADHOC* ITEM NAME SELECTION SCREEN

Select “4” on the Ad Hoc Inquiries Menu to select items based on item names.

```
USERID: MSJMR           NASA EQUIPMENT MANAGEMENT SYSTEM        DATE: 02/08/02
PROGRAM: ADHOC222         NEMS CENTRAL EQUIPMENT FILE           TIME: 12:09:34
                    SELECTION MENU - BY THREE ITEM NAMES

                        FOR INACTIVE EQUIPMENT RECORDS ONLY


ENTER ITEM NAMES TO BE DISPLAYED OR 'X' TO EXIT:

    ITEM NAME  #1:  ____________________

    ITEM NAME  #2: ____________________

    ITEM NAME  #3:  ____________________
```

Figure 5-8. Central Equipment File Adhoc Item Name Select

Purpose:

This screen prompts for the ITEM-NAME(s) of the records to be displayed.

Called from screen:

This screen is called by the Central Equipment *Adhoc* Menu (Figure 5-1).

Calls screen:

This screen calls the Display NEMS Central Equipment File by Item Names Screen (Figure 5-9).

Upon completion, control is returned to the Central Equipment *Adhoc* Menu (Figure 5-1).

Step 1: Enter the ITEM-NAME(s) of the record to be displayed. Press the 'ENTER' key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the 'ENTER' key.

Step 3: You may exit the screen at any time by entering an 'X' in the Exit field. You will return to the Central Equipment *Adhoc* Menu. Press the 'ENTER' key.

Edit criteria:

a. Valid item name(s)

b. 'X' to exit

5.7 DISPLAYS NEMS CENTRAL EQUIPMENT FILE BY ITEM NAMES

Use the Display NEMS Central Equipment File by Item Names when you know the names of the items that you want to display.

```
USERID: MSJMR        NASA EQUIPMENT MANAGEMENT SYSTEM           DATE: 02/08/02
PROGRAM: ADHOC222      NEMS CENTRAL EQUIPMENT FILE              TIME: 09:14:35
              INACTIVE EQUIPMENT – SELECTED BY THREE ITEM-NAMES

   ITEM NAME 1:   COMPUTER
   ITEM NAME 2:
   ITEM NAME 3:

S M                                       INST  CONTRACT  EQUIP  YR
C # CC ECN     ITEM NAME                  CODE  NUMBER    ZIP    MFG     COST
-------------------------------------------------------------------------------
C 1  4 1192359 COMPUTER, MICRO            05 05           20771  92       3,750
C 1  4 1344492 COMPUTER, MICRO            05 05           20771  94       2,445
C 1  7 1817225 COMPUTER, MICRO            05 05           20771  95       2,337
B 1  4 1432754 COMPUTER, PORTABLE         11 11           21401           2,337
B 1  4 1321360 COMPUTER, PORTABLE         11 11           22032           3,795
B 1  4 1321362 COMPUTER, PORTABLE         11 11           21403           3,795
B 1  4 1321364 COMPUTER, PORTABLE         11 11           20008           3,795
B 1  4 1321367 COMPUTER, PORTABLE         11 11           22020           3,795

PRESS ENTER TO CONTINUE OR ENTER 'X' TO EXIT: __________
*** - RECORDS QUALIFIED = 16 ; WILL DISPLAY: 16
```

Figure 5-9. Display NEMS Central Equipment File by Item Name

Purpose:

This screen lists all the selected records for the Item Name(s) entered on the ITEM NAME Selection Screen (Figure 5-8).

Called from screen:

This screen is called by the ITEM NAME Selection Screen (Figure 5-8).

Calls screen:

Upon completion, control is returned to the ITEM NAME Selection Screen (Figure 5-8).

Instructions steps:

Step 1: Examine the data and make notes as necessary. Use print screen capability if desired.

Press the 'ENTER' key.

Step 2: If error messages appear at the bottom of the screen read the messages and correct the identified field.

Press the 'ENTER' key.

Step 3: You may exit the screen at any time by entering an 'X' in the Exit field. The user will return to the ITEM NAME Selection Screen.

Edit criteria:

Blank or 'X'.

5.8 CENTRAL EQUIPMENT FILE MENU – SINGLE DATA ELEMENT

Selection “5” “Select Records by Single Data Element Name” on the Adhoc Inquiries Menu (Figure 5-1) when you know the data element that you want.

```
USERID: MSJMR          NASA EQUIPMENT MANAGEMENT SYSTEM        DATE: 02/12/02
 PROGRAM: ADHOC200        NEMS CENTRAL EQUIPMENT FILE           TIME: 08:24:47
                         SELECTION MENU - BY TAG NUMBER
                                FOR NASA CENTERS


                    ENTER SELECTION NUMBER OR 'X' TO EXIT: __________


                       1. SELECT RECORDS BY ECN

                       2. SELECT RECORDS BY OLD-TAG-NO

                       3. SELECT RECORDS BY PREV-ECN

                       4. SELECT RECORDS BY CONTRACTOR-TAG-NO

                       5. SELECT RECORDS BY ECN (HISTORY FILE)
```

Figure 5-10. Central Equipment File MENU – Single Data Element

Purpose:

This screen displays the functions for selection of the Central Equipment file by Single Data Element.

Called from screen:

This screen is called by the Central Equipment *Adhoc* Menu (Figure 5-1).

Calls screen:

1. Selection by Central Equipment File – ECN Selection Screen (Figure 5-11).

2. Selection by Central Equipment File Old Tag Number Screen (Figure 5-15).

3. Selection by Central Equipment File Previous ECN Selection Screen (Figure 5-19).

4. Selection by Central History File – ECN Selection Screen (Figure 5-31).

This screen returns to the Central Equipment *Adhoc* Menu (Figure 5-1).

Instruction Steps:

Step 1: This screen will appear with a list of functions:
Enter the number corresponding to the function you wish to perform or an 'X' to return to the Central Equipment *Adhoc* Menu (Figure 5-1). Press the 'ENTER' key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the 'ENTER' key.

Step 3: You may exit the screen at any time by entering an 'X' in the Exit field. Press the 'ENTER' key.

Edit criteria:

A valid function number of 'X'.

5.9 CENTRAL EQUIPMENT FILE – ECN SELECTION SCREEN

Select “1” from the Single Data Element Menus Selection Screen to view information about a specific ECN.

```
USERID: MSJMR        NASA EQUIPMENT MANAGEMENT SYSTEM          DATE: 02/08/02
PROGRAM: ADHOC201      NEMS CENTRAL EQUIPMENT FILE             TIME: 09:14:35
                              SELECTION MENU- BY ECN

 ENTER ECN TO BE DISPLAYED OR ‘X’ TO EXIT:  _______________
```

Figure 5-11. Central Equipment File – ECN Selection Screen

Purpose:

This screen prompts for the ECN of the record to be displayed.

Called from screen:

This screen is called by the Selection by the Single Data Element Menu (Figure 5-10).

Calls screen:

This screen calls the Equipment Record Display Screen. Upon completion, this screen returns to the Selection by Single Data Element Menu (Figure 5-10).

Instructions Steps:

Step 1: Enter the ECN of the record to be displayed. Press the ‘ENTER’ key.

Step 2: If error messages appear at the bottom of the screen read the messages and correct the identified field. Press the ‘ENTER’ key.

Step 3: You may exit the screen at any time by entering an ‘X’ in the Exit field. You will return to the Selection by Single Data Element Menu. Press the ‘ENTER’ key.

Edit criteria:

A valid ECN or ‘X’.

5.9.1 Central Equipment Record By ECN – Page 1 of 3

Use the Central Equipment Record by ECN screen to view all the field values for a particular piece of equipment.

```
USERID: MSJMR        NEMS CENTRAL EQUIPMENT RECORD – PAGE 1 OF 3       DATE: 02/08/02
PROGRAM: ADHOC201                                                     TIME: 09:14:35
ENTER ' ' TO CONTINUE OR 'X' TO EXIT:  _________________

ECN:                                  ITEM NAME:
 PREVIOUS ECN:                           MANUF CODE:
OLD TAG NO:                           MANUF NAME:
NAT STOCK NO:                         MANUF MODEL NO:
EQUIPMENT TYPE ACCT:                  MANUF SERIAL NO:
UNIQUE EQUIP NO:                      YEAR MANUFACTURED:
COST:                                 ACQ DOCUMENT CONTROL NO:
CUSTODIAN NO:                         ACQ ERN:               LAST ERN:
CUST NAME:                            ACQ TRAN NO:           LAST TRANS NO:
CUSTODIAN ACCT NO:                    LOAN/LEASE DOCUMENT NO:
CUSTODIAN ORG CODE:                   EQUIPMENT LOCATION-ZIP CODE:
CUSTODIAN MAIL CODE:                  EQUIPMENT LOCATION-BUILDING NO:
USER NO:                              EQ LOC-BLDG NAME:
USER NAME:                            EQUIPMENT LOCATION-ROOM:
INSTALLATION NO ACCT:                 CONTRACTOR TAG NO:
INSTALLATION NO SUB:                  CONTRACTOR NO ACCT:
INSTALLATION NO CONV:                 CONTRACTOR NO CONV:
INSTALLATION NO RECV:                 CONTRACTOR NO RECV:
OTHER AGENCY NO:                      FREEZE NO:
```

Figure 5-12. Central Equipment Record by ECN – Page 1 of 3

Purpose:

This screen lists Page 1 of 3 pages of data from the Central Equipment File Record.

Called from screen:

This screen is called by the ECN Selection Screen (Figure 5-11).

Calls screen:

Upon completion, control is passed to the Page 2 Screen (Figure 5-13).

Instructions Steps:

Step 1: Examine the data and make notes as necessary. Use the print screen capability if desired. Press the 'ENTER' key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the 'ENTER' key.

Step 3: You may go to the Page 2 Screen by pressing Enter or return to the ECN Selection Screen by entering 'X' in the Exit field. Press the 'ENTER' key.

Edit criteria:

Blank or 'X'.

5.9.2 Central Equipment Record by ECN – Page 2 of 3

```
USERID:                NEMS CENTRAL EQUIPMENT RECORD – PAGE 2 OF 3       DATE: 02/08/02
PROGRAM: ADHOC201                                                       TIME: 09:14:35
ENTER ' ' TO CONTINUE OR 'X' TO EXIT:  _________________

ECN:                                  ITEM NAME:
 CODES ----------  DATES ----------------------------  DATES -----------------------
CAP/SEN :         NASA ACQUIRED :                    LAST SERVICED:
 AVAIL STATUS:      INST ACQUIRED:                     LOAN/LEASE/BRW/ IN DUE:
 CONDITION:         WRNTY (MATER) EXP:                  LOAN/LEASE/BRW/ OUT DUE:
 EST COST:          WRNTY (LABOR) EXP:                 LOANED OUT:
 HAZ MAT:           STATUS CODED:                       LEASED OUT:
 PREC MET:          AVAILABLE:                         BORROWED OUT :
 IDLE EQ:           INVENTORIED:                       STORED IN:
 EQUIP MNGMT:       LAST CALIBRATED:                   STORAGE DUE:
 IN:   OUT:         CALIBRATION DUE:                   SHIPPED TO OTHER INST:
 ITM STD:

                      LABOR          PARTS
 COST LAST SERVICE:                                  NUMBER
  COST YEAR TO DATE:                                   OF TIMES
  COST TO DATE:                                        SERVICED:
  LOCAL
  DATA:
```

Figure 5-13. Central Equipment Record by ECN – Page 2 of 3

Purpose:

This screen lists Page 2 of 3 pages of data from the Central Equipment File Record.

Called from screen:

This screen is called by Page 1 Screen (Figure 5-12).

Calls screen:

Upon completion, control is passed to the Page 3 Screen (Figure 5-14).

Instructions Steps:

Step 1: Examine the data and make notes as necessary. Use the print screen capability if desired. Press the ‘ENTER’ key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the ‘ENTER’ key.

Step 3: You may exit the screen at any time by entering an ‘X’ in the Exit field. You will return to the Selection by Single Data Element Menu. Press the ‘ENTER’ key.

Edit criteria:

Blank or ‘X’.

5.9.3 Central Equipment Record By ECN – Page 3 of 3

```
USERID:                NEMS CENTRAL EQUIPMENT RECORD – PAGE 2 OF 3       DATE: 02/08/02
PROGRAM: ADHOC201                                                       TIME: 09:14:35
ENTER ‘ ’ TO CONTINUE OR ‘X’ TO EXIT:  _________________

ECN:                                  ITEM NAME:

  TRANS-      ENTRY
  ACTION      REFERENCE
    NOS          NOS
    ---       ------------
     .                .
     .                .
     .                .
     .                .
     .                .
```

Figure 5-14. Central Equipment Record by ECN – Page 3 of 3

Purpose:

This screen lists Page 3 of 3 pages of data from the Central Equipment File Record.

Called from screen:

This screen is called by Page 2 Screen (Figure 5-13).

Calls screen:

Upon completion, control is passed to the Page 1 Screen (Figure 5-14).

Instructions Steps:

Step 1: Examine the data and make notes as necessary. Use the print screen capability if desired. Press the ‘ENTER’ key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the ‘ENTER’ key.

Step 3: You may exit the screen at any time by entering an ‘X’ in the Exit field. You will return to the Selection by Single Data Element Menu. Press the ‘ENTER’ key.

Edit criteria:

Blank or ‘X’.

5.10 CENTRAL EQUIPMENT FILE OLD-TAG NUMBER SCREEN

Select “2” from the Single Data Element Menus Selection Screen to view equipment selected by an Old Tag Number.

```
USERID:                NASA EQUIPMENT MANAGEMENT SYSTEM            DATE: 02/08/02
PROGRAM: ADHOC202       NEMS CENTRAL EQUIPMENT FILE                TIME: 09:14:35
                       SELECTION MENU – BY OLD-TAG-NO

ENTER OLD-TAG-NO TO BE DISPLAYED OR ‘X’ TO EXIT:  _______________
```

Figure 5-15. Central Equipment File Old Tag Number Screen

Purpose:

This screen prompts for the OLD-TAG-NO of the record to be displayed.

Called from screen:

This screen is called by the selection by Single Data Element Menu (Figure 5-10).

Calls screen:

This screen calls the Central Equipment Record Display Screen (Figure 5-16). Upon completion, this screen returns to the Selection by Single Data Element Menu (Figure 5-10).

Instructions Steps:

Step 1: Enter the OLD-TAG-NO of the record to be displayed. Press the 'ENTER' key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the 'ENTER' key.

Step 3: You may exit the screen at any time by entering an 'X' in the Exit field. You will return to the Selection by Single Data Element Menu. Press the 'ENTER' key.

Edit criteria:

A valid OLD-TAG-NO or 'X'.

5.10.1 Central Equipment File – OLD-TAG-NO Select Screen Page 1 of 3

```
USERID:             NEMS CENTRAL EQUIPMENT RECORD – PAGE 1 OF 3       DATE: 02/08/02
PROGRAM: ADHOC202                                                      TIME: 09:14:35
ENTER ‘ ’ TO CONTINUE OR ‘X’ TO EXIT:  _________________

ECN:                                  ITEM NAME:
 PREVIOUS ECN:                           MANUF CODE:
OLD TAG NO:                           MANUF NAME:
NAT STOCK NO:                         MANUF MODEL NO:
EQUIPMENT TYPE ACCT:                  MANUF SERIAL NO:
UNIQUE EQUIP NO:                      YEAR MANUFACTURED:
COST:                                 ACQ DOCUMENT CONTROL NO:
CUSTODIAN NO:                         ACQ ERN:               LAST ERN:
CUST NAME:                            ACQ TRAN NO:           LAST TRANS NO:
CUSTODIAN ACCT NO:                    LOAN/LEASE DOCUMENT NO:
CUSTODIAN ORG CODE:                   EQUIPMENT LOCATION-ZIP CODE:
CUSTODIAN MAIL CODE:                  EQUIPMENT LOCATION-BUILDING NO:
USER NO:                              EQ LOC-BLDG NAME:
USER NAME:                            EQUIPMENT LOCATION-ROOM:
INSTALLATION NO ACCT:                 CONTRACTOR TAG NO:
INSTALLATION NO SUB:                  CONTRACTOR NO ACCT:
INSTALLATION NO CONV:                 CONTRACTOR NO CONV:
INSTALLATION NO RECV:                 CONTRACTOR NO RECV:
OTHER AGENCY NO:                      FREEZE NO:
```

Figure 5-16. Central Equipment File – Old Tag Number Selection Screen Page 1 of 3

Purpose:

This screen lists Page 1 of 3 pages of data from the Central Equipment File Record.

Called from screen:

This screen is called by the Central Equipment File Old Tag Number Screen (Figure 5-15).

Calls screen:

Upon completion, control is passed to the Page 2 Screen (Figure 5-17).

Instructions Steps:

Step 1: Examine the data and make notes as necessary. Use the print screen capability if desired. Press the ‘ENTER’ key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the ‘ENTER’ key.

Step 3: You may go to the Page 2 Screen by pressing Enter or return to the OLD-TAG-NO Selection Screen by entering ‘X’ in the Exit field. Press the ‘ENTER’ key.

Edit criteria:

Blank or ‘X’.

5.10.2 Central Equipment File – OLD-TAG-NO Select Screen Page 2 of 3

```
USERID:                NEMS CENTRAL EQUIPMENT RECORD – PAGE 2 OF 3       DATE: 02/08/02
PROGRAM: ADHOC202                                                       TIME: 09:14:35
ENTER ‘ ’ TO CONTINUE OR ‘X’ TO EXIT:  _________________

ECN:                                  ITEM NAME:
 CODES ----------  DATES ----------------------------  DATES -----------------------
CAP/SEN :         NASA ACQUIRED :                    LAST SERVICED:
 AVAIL STATUS:      INST ACQUIRED:                     LOAN/LEASE/BRW/ IN DUE:
 CONDITION:         WRNTY (MATER) EXP:                  LOAN/LEASE/BRW/ OUT DUE:
 EST COST:          WRNTY (LABOR) EXP:                 LOANED OUT:
 HAZ MAT:           STATUS CODED:                       LEASED OUT:
 PREC MET:          AVAILABLE:                         BORROWED OUT :
 IDLE EQ:           INVENTORIED:                       STORED IN:
 EQUIP MNGMT:       LAST CALIBRATED:                   STORAGE DUE:
 IN:   OUT:         CALIBRATION DUE:                   SHIPPED TO OTHER INST:
 ITM STD:

                      LABOR          PARTS
 COST LAST SERVICE:                                 NUMBER
  COST YEAR TO DATE:                                  OF TIMES
  COST TO DATE:                                       SERVICED:
  LOCAL
  DATA:
```

Figure 5-17. Central Equipment File Old Tag Number Selection Screen Page 2 of 3

Purpose:

This screen lists Page 2 of 3 pages of data from the Central Equipment File Record.

Called from screen:

This screen is called by the Page 1 Screen (Figure 5-16).

Calls screen:

Upon completion, control is passed to the Page 3 Screen (Figure 5-18).

Instructions Steps:

Step 1: Examine the data and make notes as necessary. Use the print screen capability if desired. Press the ‘ENTER’ key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the ‘ENTER’ key.

Step 3: You may go to the Page 2 Screen by pressing Enter or return to the OLD-TAG-NO Selection Screen by entering ‘X’ in the Exit field. Press the ‘ENTER’ key.

Edit criteria:

Blank or ‘X’.

5.10.3 Central Equipment File – OLD-TAG-NO Selection Screen Page 3 of 3

```
USERID:                NEMS CENTRAL EQUIPMENT RECORD – PAGE 2 OF 3       DATE: 02/08/02
PROGRAM: ADHOC202                                                       TIME: 09:14:35
ENTER ‘ ’ TO CONTINUE OR ‘X’ TO EXIT:  _________________

ECN:                                   ITEM NAME:

  TRANS-      ENTRY
  ACTION      REFERENCE
    NOS          NOS
    ---       ------------
     .                .
     .                .
     .                .
     .                .
     .                .
```

Figure 5-18. Central Equipment File – Old Tag Number Selection Screen Page 3 of 3

Purpose:

This screen lists Page 3 of 3 pages of data from the Central Equipment File Record.

Called from screen:

This screen is called by the Page 2 Screen (Figure 5-17).

Calls screen:

Upon completion, control is passed to the Page 1 Screen (Figure 5-16).

Instructions Steps:

Step 1: Examine the data and make notes as necessary. Use the print screen capability if desired. Press the ‘ENTER’ key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the ‘ENTER’ key.

Step 3: You may exit the screen at any time by entering an ‘X’ in the Exit field. The System returns to the OLD-TAG-NO Selection (Figure 5-16). Press the ‘ENTER’ key.

Edit criteria:

Blank or ‘X’.

5.11 CENTRAL EQUIPMENT FILE PREVIOUS – ECN SELECTION SCREEN

```
 USERID:                NASA EQUIPMENT MANAGEMENT SYSTEM            DATE: 02/08/02
 PROGRAM: ADHOC203       NEMS CENTRAL EQUIPMENT FILE                TIME: 09:14:35
                        SELECTION MENU – BY PREV-ECN

ENTER PREV-ECN TO BE DISPLAYED OR 'X' TO EXIT:  _________________
```

Figure 5-19. Central Equipment File Previous ECN Selection Screen

Purpose:

This screen prompts for the PREV-ECN of the record to be displayed.

Called from screen:

This screen is called by the selection by Single Data Element Menu (Figure 5-10).

Calls screen:

This screen calls the Central Equipment Record Display Screen (Figure 5-20). Upon completion, this screen returns to the Selection by Single Data Element Menu (Figure 5-10).

Instructions Steps:

Step 1: Enter the PREV-ECN of the record to be displayed. Press the 'ENTER' key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the 'ENTER' key.

Step 3: You may exit the screen at any time by entering an 'X' in the Exit field. You will return to the Selection by Single Data Element Menu. Press the 'ENTER' key.

Edit criteria:

A valid PREV-ECN or 'X'.

5.11.1 Central Equipment File – PREV-ECN Selection Screen

```
USERID:             NEMS CENTRAL EQUIPMENT RECORD – PAGE 1 OF 3       DATE: 02/08/02
PROGRAM: ADHOC203                                                      TIME: 09:14:35
ENTER ‘ ’ TO CONTINUE OR ‘X’ TO EXIT:  _________________

ECN:                                  ITEM NAME:
 PREVIOUS ECN:                           MANUF CODE:
OLD TAG NO:                           MANUF NAME:
NAT STOCK NO:                         MANUF MODEL NO:
EQUIPMENT TYPE ACCT:                  MANUF SERIAL NO:
UNIQUE EQUIP NO:                      YEAR MANUFACTURED:
COST:                                 ACQ DOCUMENT CONTROL NO:
CUSTODIAN NO:                         ACQ ERN:               LAST ERN:
CUST NAME:                            ACQ TRAN NO:           LAST TRANS NO:
CUSTODIAN ACCT NO:                    LOAN/LEASE DOCUMENT NO:
CUSTODIAN ORG CODE:                   EQUIPMENT LOCATION-ZIP CODE:
CUSTODIAN MAIL CODE:                  EQUIPMENT LOCATION-BUILDING NO:
USER NO:                              EQ LOC-BLDG NAME:
USER NAME:                            EQUIPMENT LOCATION-ROOM:
INSTALLATION NO ACCT:                 CONTRACTOR TAG NO:
INSTALLATION NO SUB:                  CONTRACTOR NO ACCT:
INSTALLATION NO CONV:                 CONTRACTOR NO CONV:
INSTALLATION NO RECV:                 CONTRACTOR NO RECV:
OTHER AGENCY NO:                      FREEZE NO:
```

Figure 5-20. Central Equipment File Previous ECN Selection Screen Page 1 of 3

Purpose:

This screen lists Page 1 of 3 pages of data from the Central Equipment File Record.

Called from screen:

This screen is called by the Central Equipment File Previous ECN Selection Screen (Figure 5-19).

Calls screen:

Upon completion, control is passed to the Page 2 Screen (Figure 5-21).

Instructions Steps:

Step 1: Examine the data and make notes as necessary. Use the print screen capability if desired. Press the ‘ENTER’ key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the ‘ENTER’ key.

Step 3: You may go to the Page 2 Screen by pressing ENTER or return to the ECN Selection Screen by entering ‘X’ in the Exit field. Press the ‘ENTER’ key.

Edit criteria:

Blank or ‘X’.

5.11.2 NEMS Central Equipment File – PREV-ECN Selection Page 2 of 3

```
USERID:                NEMS CENTRAL EQUIPMENT RECORD – PAGE 2 OF 3       DATE: 02/08/02
PROGRAM: ADHOC203                                                       TIME: 09:14:35
ENTER ‘ ’ TO CONTINUE OR ‘X’ TO EXIT:  _________________

ECN:                                  ITEM NAME:
 CODES ----------  DATES ----------------------------  DATES -----------------------
CAP/SEN :         NASA ACQUIRED :                    LAST SERVICED:
 AVAIL STATUS:      INST ACQUIRED:                     LOAN/LEASE/BRW/ IN DUE:
 CONDITION:         WRNTY (MATER) EXP:                  LOAN/LEASE/BRW/ OUT DUE:
 EST COST:          WRNTY (LABOR) EXP:                 LOANED OUT:
 HAZ MAT:           STATUS CODED:                       LEASED OUT:
 PREC MET:          AVAILABLE:                         BORROWED OUT :
 IDLE EQ:           INVENTORIED:                       STORED IN:
 EQUIP MNGMT:       LAST CALIBRATED:                   STORAGE DUE:
 IN:   OUT:         CALIBRATION DUE:                   SHIPPED TO OTHER INST:
 ITM STD:

                      LABOR          PARTS
 COST LAST SERVICE:                                 NUMBER
  COST YEAR TO DATE:                                  OF TIMES
  COST TO DATE:                                       SERVICED:
  LOCAL
  DATA:
```

Figure 5-21. NEMS Central Equipment File - Previous Screen Selection Page 2 of 3

Purpose:

This screen lists Page 2 of 3 pages of data from the Central Equipment File Record.

Called from screen:

This screen is called by the Page 1 Screen (Figure 5-20).

Calls screen:

Upon completion, control is passed to the Page 3 Screen (Figure 5-22).

Instructions Steps:

Step 1: Examine the data and make notes as necessary. Use the print screen capability if desired. Press the 'ENTER' key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the 'ENTER' key.

Step 3: You may exit the screen at any time by entering 'X' in the Exit field. You will return to the PREV-ECN Selection Screen. Press the 'ENTER' key.

Edit criteria:

Blank or 'X'.

5.11.3 Central Equipment File – PREV-ECN Selection Screen Page 3 of 3

```
USERID:                NEMS CENTRAL EQUIPMENT RECORD – PAGE 3 OF 3       DATE: 02/08/02
PROGRAM: ADHOC203                                                       TIME: 09:14:35
ENTER ‘ ’ TO CONTINUE OR ‘X’ TO EXIT:  _________________

ECN:                                  ITEM NAME:

  TRANS-      ENTRY
  ACTION      REFERENCE
    NOS          NOS
    ---       ------------
     .                .
     .                .
     .                .
     .                .
     .                .
```

Figure 5-22. Central Equipment File – Previous Screen Selection Page 3 of 3

Purpose:

This screen lists Page 3 of 3 pages of data from the Central Equipment File Record.

Called from screen:

This screen is called by the Page 2 Screen (Figure 5-21).

Calls screen:

Upon completion, control is passed to the Page 1 Screen (Figure 5-20).

Instructions Steps:

Step 1: Examine the data and make notes as necessary. Use the print screen capability if desired. Press the ‘ENTER’ key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the ‘ENTER’ key.

Step 3: You may exit the screen at any time by entering an ‘X’ in the Exit field. You will return to the PREV-ECN Selection Screen. Press the ‘ENTER’ key.

Edit criteria:

Blank or ‘X’.

5.12 CONTRACTOR-TAG-NUMBER SELECTION SCREEN

Select “4” on the Central Equipment File Menu Screen to view this screen, shown in Figure 5-23.

```
 USERID:                NASA EQUIPMENT MANAGEMENT SYSTEM            DATE: 02/08/02
 PROGRAM: ADHOC204       NEMS CENTRAL EQUIPMENT FILE                TIME: 09:14:35
                        SELECTION MENU – BY CONTRACTOR-TAG-NO

ENTER CONTRACTOR-TAG-NO TO BE DISPLAYED OR ‘X’ TO EXIT:  _________________
```

Figure 5-23. Contractor Tag Number Selection Screen

Purpose:

This screen prompts for the CONTRACTOR-TAG-NO of the record to be displayed.

Called from screen:

This screen is called by the Selection by Single Data Element Menu (Figure 5-10).

Calls screen:

This screen calls the Central Equipment Record Display Screen (Figure 5-24). Upon completion, this screen returns to the Selection by Single Data Element Menu (Figure 5-10).

Instructions Steps:

Step 1: Enter the CONTRACTOR-TAG-NO of the record to be displayed. Press the 'ENTER' key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the 'ENTER' key.

Step 3: You may exit the screen at any time by entering an 'X' in the Exit field. You will return to the Selection by Single Data Element Menu. Press the 'ENTER' key.

Edit criteria:

A valid CONTRACTOR-TAG-NO or 'X'.

5.12.1 Central Equipment File By Contractor-Tag-Number Page 1 of 3

```
USERID:             NEMS CENTRAL EQUIPMENT RECORD – PAGE 1 OF 3       DATE: 02/08/02
PROGRAM: ADHOC204                                                      TIME: 09:14:35
ENTER ‘ ’ TO CONTINUE OR ‘X’ TO EXIT:  _________________

ECN:                                  ITEM NAME:
 PREVIOUS ECN:                           MANUF CODE:
OLD TAG NO:                           MANUF NAME:
NAT STOCK NO:                         MANUF MODEL NO:
EQUIPMENT TYPE ACCT:                  MANUF SERIAL NO:
UNIQUE EQUIP NO:                      YEAR MANUFACTURED:
COST:                                 ACQ DOCUMENT CONTROL NO:
CUSTODIAN NO:                         ACQ ERN:               LAST ERN:
CUST NAME:                            ACQ TRAN NO:           LAST TRANS NO:
CUSTODIAN ACCT NO:                    LOAN/LEASE DOCUMENT NO:
CUSTODIAN ORG CODE:                   EQUIPMENT LOCATION-ZIP CODE:
CUSTODIAN MAIL CODE:                  EQUIPMENT LOCATION-BUILDING NO:
USER NO:                              EQ LOC-BLDG NAME:
USER NAME:                            EQUIPMENT LOCATION-ROOM:
INSTALLATION NO ACCT:                 CONTRACTOR TAG NO:
INSTALLATION NO SUB:                  CONTRACTOR NO ACCT:
INSTALLATION NO CONV:                 CONTRACTOR NO CONV:
INSTALLATION NO RECV:                 CONTRACTOR NO RECV:
OTHER AGENCY NO:                      FREEZE NO:
```

Figure 5-24. Central Equipment File by Contractor Tag Number Page 1 of 3

Purpose:

This screen lists Page 1 of 3 pages of data from the Central Equipment File Record.

Called from screen:

This screen is called by the Contractor Tag Number Selection Screen (Figure 5-23).

Calls screen:

Upon completion, control is passed to the Page 2 Screen (Figure 5-25).

Instructions Steps:

Step 1: Examine the data and make notes as necessary. Use the print screen capability if desired. Press the ‘ENTER’ key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the ‘ENTER’ key.

Step 3: You may go to the Page 2 Screen by pressing ENTER or return to the ECN Selection Screen by entering ‘X’ in the Exit field. Press the ‘ENTER’ key.

Edit criteria:

Blank or ‘X’.

5.12.2 Central Equipment File By Contractor-Tag-Number – Page 2 of 3

```
USERID:                NEMS CENTRAL EQUIPMENT RECORD – PAGE 2 OF 3       DATE: 02/08/02
PROGRAM: ADHOC204                                                       TIME: 09:14:35
ENTER ‘ ’ TO CONTINUE OR ‘X’ TO EXIT:  _________________

ECN:                                  ITEM NAME:
 CODES ----------  DATES ----------------------------  DATES -----------------------
CAP/SEN :         NASA ACQUIRED :                    LAST SERVICED:
 AVAIL STATUS:      INST ACQUIRED:                     LOAN/LEASE/BRW/ IN DUE:
 CONDITION:         WRNTY (MATER) EXP:                  LOAN/LEASE/BRW/ OUT DUE:
 EST COST:          WRNTY (LABOR) EXP:                 LOANED OUT:
 HAZ MAT:           STATUS CODED:                       LEASED OUT:
 PREC MET:          AVAILABLE:                         BORROWED OUT :
 IDLE EQ:           INVENTORIED:                       STORED IN:
 EQUIP MNGMT:       LAST CALIBRATED:                   STORAGE DUE:
 IN:   OUT:         CALIBRATION DUE:                   SHIPPED TO OTHER INST:
 ITM STD:

                      LABOR          PARTS
 COST LAST SERVICE:                                 NUMBER
  COST YEAR TO DATE:                                  OF TIMES
  COST TO DATE:                                       SERVICED:
  LOCAL
  DATA:
```

Figure 5-25. Central Equipment File by Contractor Tag Number - Page 2 of 3

Purpose:

This screen lists Page 2 of 3 pages of data from the Central Equipment File Record.

Called from screen:

This screen is called by the Page 1 Screen (Figure 5-24).

Calls screen:

Upon completion, control is passed to the Page 3 Screen (Figure 5-26).

Instructions Steps:

Step 1: Examine the data and make notes as necessary. Use the print screen capability if desired. Press the 'ENTER' key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the 'ENTER' key.

Step 3: You may exit the screen at any time by entering 'X' in the Exit field. You will return to the CONTRACTOR-TAG-NO Selection Screen. Press the 'ENTER' key.

Edit criteria:

Blank or 'X'.

5.12.3 Central Equipment File By Contractor –Tag-Number Page 3 of 3

```
USERID:                NEMS CENTRAL EQUIPMENT RECORD – PAGE 2 OF 3       DATE: 02/08/02
PROGRAM: ADHOC204                                                       TIME: 09:14:35
ENTER ‘ ’ TO CONTINUE OR ‘X’ TO EXIT:  _________________

ECN:                                  ITEM NAME:

  TRANS-      ENTRY
  ACTION      REFERENCE
    NOS          NOS
    ---       ------------
     .                .
     .                .
     .                .
     .                .
     .                .
```

Figure 5-18. Central Equipment File by Contractor Tag Number - Page 3 of 3

Purpose:

This screen lists Page 3 of 3 pages of data from the Central Equipment File Record.

Called from screen:

This screen is called by the Page 2 Screen (Figure 5-25).

Calls screen:

Upon completion, control is passed to the Page 1 Screen (Figure 5-24).

Instructions Steps:

Step 1: Examine the data and make notes as necessary. Use the print screen capability if desired. Press the 'ENTER' key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the 'ENTER' key.

Step 3: You may exit the screen at any time by entering an 'X' in the Exit field. You will return to the CONTRACTOR-TAG-NO Selection Screen. Press the 'ENTER' key.

Edit criteria:

Blank or 'X'.

5.13 CENTRALHISTORY FILE– ECN SELECTION SCREEN

Select “5” on the Central Equipment File Menu – Single Data Element (Figure 5-8) Screen to view the screen, shown in Figure 5-27.

```
 USERID:                NASA EQUIPMENT MANAGEMENT SYSTEM            DATE: 02/08/02
 PROGRAM: ADHOC213       NEMS CENTRAL EQUIPMENT FILE                TIME: 09:14:35
                        SELECTION MENU – BY ECN


ENTER ECN TO BE DISPLAYED OR ‘X’ TO EXIT:  _________________
```

Figure 5-27. Central History File - ECN Selection Screen

Purpose:

This screen prompts for the ECN of the record to be displayed.

Called from screen:

This screen is called by the Selection by Single Data Element Menu (Figure 5-10).

Calls screen:

This screen calls the History Record Display Screen. Upon completion, this screen returns to the Selection by Single Data Element Menu (Figure 5-28).

Instructions Steps:

Step 1: Enter the ECN of the record to be displayed. Press the 'ENTER' key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the 'ENTER' key.

Step 3: You may exit the screen at any time by entering an 'X' in the Exit field. You will return to the Selection by Single Data Element Menu. Press the 'ENTER' key.

Edit criteria:

A valid ECN or 'X'.

5.13.1 Central History Received By ECN - Page 1 of 3

```
USERID:             NEMS CENTRAL EQUIPMENT RECORD – PAGE 1 OF 3       DATE: 02/08/02
PROGRAM: ADHOC213                                                      TIME: 09:14:35
ENTER ‘ ’ TO CONTINUE OR ‘X’ TO EXIT:  _________________

ECN:                                  ITEM NAME:
 PREVIOUS ECN:                           MANUF CODE:
OLD TAG NO:                           MANUF NAME:
NAT STOCK NO:                         MANUF MODEL NO:
EQUIPMENT TYPE ACCT:                  MANUF SERIAL NO:
UNIQUE EQUIP NO:                      YEAR MANUFACTURED:
COST:                                 ACQ DOCUMENT CONTROL NO:
CUSTODIAN NO:                         ACQ ERN:               LAST ERN:
CUST NAME:                            ACQ TRAN NO:           LAST TRANS NO:
CUSTODIAN ACCT NO:                    LOAN/LEASE DOCUMENT NO:
CUSTODIAN ORG CODE:                   EQUIPMENT LOCATION-ZIP CODE:
CUSTODIAN MAIL CODE:                  EQUIPMENT LOCATION-BUILDING NO:
USER NO:                              EQ LOC-BLDG NAME:
USER NAME:                            EQUIPMENT LOCATION-ROOM:
INSTALLATION NO ACCT:                 CONTRACTOR TAG NO:
INSTALLATION NO SUB:                  CONTRACTOR NO ACCT:
INSTALLATION NO CONV:                 CONTRACTOR NO CONV:
INSTALLATION NO RECV:                 CONTRACTOR NO RECV:
OTHER AGENCY NO:                      FREEZE NO:
```

Figure 5-20. Central Equipment File
Previous ECN Selection Screen Page 1 of 3

Purpose:

This screen lists Page 1 of 3 pages of data from the Central Equipment File Record.

Called from screen:

This screen is called by the Central History File - ECN Selection Screen (Figure 5-27).

Calls screen:

Upon completion, control is passed to the Page 2 Screen (Figure 5-28).

Instructions Steps:

Step 1: Examine the data and make notes as necessary. Use the print screen capability if desired. Press the 'ENTER' key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the 'ENTER' key.

Step 3: You may go to the Page 2 Screen by pressing ENTER or return to the ECN Selection Screen by entering 'X' in the Exit field. Press the 'ENTER' key.

Edit criteria:

Blank or 'X'.

5.13.2 Central History Received By ECN – Page 2 of 3

```
USERID:                NEMS CENTRAL EQUIPMENT RECORD – PAGE 2 OF 3       DATE: 02/08/02
PROGRAM: ADHOC204                                                       TIME: 09:14:35
ENTER ' ' TO CONTINUE OR 'X' TO EXIT:  _________________

ECN:                                  ITEM NAME:
 CODES ----------  DATES ----------------------------  DATES -----------------------
CAP/SEN :         NASA ACQUIRED :                    LAST SERVICED:
 AVAIL STATUS:      INST ACQUIRED:                     LOAN/LEASE/BRW/ IN DUE:
 CONDITION:         WRNTY (MATER) EXP:                  LOAN/LEASE/BRW/ OUT DUE:
 EST COST:          WRNTY (LABOR) EXP:                 LOANED OUT:
 HAZ MAT:           STATUS CODED:                       LEASED OUT:
 PREC MET:          AVAILABLE:                         BORROWED OUT :
 IDLE EQ:           INVENTORIED:                       STORED IN:
 EQUIP MNGMT:       LAST CALIBRATED:                   STORAGE DUE:
 IN:   OUT:         CALIBRATION DUE:                   SHIPPED TO OTHER INST:
 ITM STD:

                      LABOR          PARTS
 COST LAST SERVICE:                                  NUMBER
  COST YEAR TO DATE:                                   OF TIMES
  COST TO DATE:                                        SERVICED:
  LOCAL
  DATA:
```

Figure 5-29. Central History Received by ECN - Page 2 of 3

Purpose:

This screen lists Page 2 of 3 pages of data from the Central History File record.

Called from screen:

This screen is called by the Page 1 Screen (Figure 5-28).

Calls screen:

Upon completion, control is passed to the Page 3 Screen (Figure 5-30).

Instructions Steps:

Step 1: Examine the data and make notes as necessary. Use the print screen capability if desired. Press the ‘ENTER’ key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the ‘ENTER’ key.

Step 3: You may exit the screen at any time by entering ‘X’ in the Exit field. You will return to the ECN Selection Screen. Press the ‘ENTER’ key.

Edit criteria:

Blank or ‘X’.

5.13.3 Central History Received By ECN - Page 3 of 3

```
USERID:                NEMS CENTRAL EQUIPMENT RECORD – PAGE 3 OF 3       DATE: 02/08/02
PROGRAM: ADHOC213                                                       TIME: 09:14:35
ENTER ‘ ’ TO CONTINUE OR ‘X’ TO EXIT:  _________________

ECN:                                  ITEM NAME:

  TRANS-      ENTRY
  ACTION      REFERENCE
    NOS          NOS
    ---       ------------
     .                .
     .                .
     .                .
     .                .
     .                .
```

Figure 5-18. Central History Received by ECN - Page 3 of 3

Purpose:

This screen lists Page 3 of 3 pages of data from the Central History File record.

Called from screen:

This screen is called by the Page 2 Screen (Figure 5-29).

Calls screen:

Upon completion, control is passed to the Page 1 Screen (Figure 5-28).

Instruction Steps:

Step 1: Examine the data and make notes as necessary. Use the print screen capability if desired. Press the ‘ENTER’ key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the ‘ENTER’ key.

Step 3: You may exit the screen at any time by entering an ‘X’ in the Exit field. You will return to the ECN Selection Screen. Press the ‘ENTER’ key.

Edit criteria:

Blank or ‘X’.

6. CENTRAL TRANSFER *ADHOC* SUBSYSTEM

6.1 CENRAL TRANSFER *ADHOC* MENU

```
USERID:                NASA EQUIPMENT MANAGEMENT SYSTEM                DATE: 02/08/02
PROGRAM: ADHOC003            CENTRAL TRANSFER FILE                     TIME: 09:14:35
                           CENTRAL TRANSFER ADHOC SYSTEM
                                (INSTALLATION NAME)

           ENTER SELECTION NUMBER OR 'X' TO EXIT:  _______________

              1.  CENTRAL TRANSFER SUMMARY

              2.  CENTRALTRANSFER FILE BY RECEIVING INSTALLATION

              3.  CENTRAL TRANSFER FILE BY SENDING INSTALLATION

              4.  CENTRAL TRANSFER FILE ECN
```

Figure 6-1. Central Transfer Adhoc Menu

Purpose:

This Central Transfer *Adhoc* Menu displays the available functions.

Called from screen:

This screen is called by the NEMS Central *Adhoc* Inquiries Menu (Figure 5-1).

Calls screen:

1. Central Transfer Adhoc Summary (Figure 6-2).
2. Items in Transit by Receiving Items (Figure 6-3).
3. Items in Transit by Sending Installation (Figure 6-5).
4. Select Items in Transmit by ECN (Figure 6-7).

Upon completion, this screen returns to NEMS Central *Adhoc* Inquiries Menu (Figure 5-1) or the Transfer *Adhoc* Menu.

Instruction Steps:

Step 1: The screen will appear with a list of functions.

Enter the number corresponding to the function you wish to perform or an ‘X’ to return to the NEMS Central *Adhoc* Inquiries Menu or the Central Equipment *Adhoc* Menu. Press the ‘ENTER’ key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the ‘ENTER’ key.

Step 3: You may exit the screen at any time prior to successful completion by entering an ‘X’ in the Exit field. Press the ‘ENTER’ key.

Edit criteria:

Valid Function Number or ‘X’.

6.2 CENTRAL TRANSFER *ADHOC* SUMMARY SCREEN

```
USERID:                NASA EQUIPMENT MANAGEMENT SYSTEM                 DATE: 02/08/02
PROGRAM: ADHOC212            CENTRAL TRANSFER FILE                      TIME: 09:14:35

                                                     RECEIVING        SENDING
INST                                                   ITEMS            ITEMS
 NO           INSTALLATION NAME                      IN TRANMIT      IN TRANSIT
----          ------------------                   ------------     ----------
 .                    .
 .                    .
 .                    .
 .                    .
 .                    .
 .                    .
 .                    .

 ENTER ‘ ‘ TO CONTINUE OR ‘X’ TO EXIT:  _______________
```

Figure 6-2. Central Transfer Adhoc Summary Screen

Purpose:

This Central Transfer Summary Screen will list for each center the number of receiving and sending items in transit. Two pages are displayed.

Called from screen:

This screen is called by the NEMS Central Transfer *Adhoc* Menu (Figure 6-1).

Calls screen:

NEMS Central Transfer *Adhoc* Menu (Figure 6-1).

Instruction Steps:

Step 1: The screen will appear with a list of functions. Enter the number corresponding to the function you wish to perform or an ‘X’ to return to the NEMS Central *Adhoc* Inquiries Menu or the Central Equipment *Adhoc* Menu. Press the ‘ENTER’ key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the ‘ENTER’ key.

Step 3: You may exit the screen at any time prior to successful completion by entering an ‘X’ in the Exit field. You will return to the Central Transfer *Adhoc* Menu. Press the ‘ENTER’ key.

Edit criteria:

Valid function number or ‘X’.

6.3 CENTRAL TRANSFER *ADHOC* BY RECEIVING ITEMS

```
USERID:                NEMS CENTRAL TRANSFER FILE                      DATE: 02/08/02
PROGRAM: ADHOC008            ITEMS TRANSFERRED TO                      TIME: 09:14:35
                            (INSTALLATION NAME)
                          NUMBER OF ITEMS IN TRANSIT:

          ITEMS ARE DELETED FROM THIS LIST WHEN ADDED BY RECEIVER

         FROM                          HAZ    DAYS IN        DATE          CONTRACT
 ECN     INST     ITEM NAME            MAT    TRANMIT        SENT             ACCT
-----    ----    ------------------    ---    ------------   -------       ------------
 .        .          .                            .          .                 .
 .        .          .                            .          .                 .
 .        .          .                            .          .                 .
 .        .          .                            .          .                 .
 .        .          .                            .          .                 .
 .        .          .                            .          .                 .
 .        .          .                            .          .                 .

 PRESS ENTER TO CONTINUE
 ENTER ECN TO BE DISPLAYED OR 'X' TO EXIT:  _______________
```

Figure 6-3. Central Transfer Adhoc by Receiving Items

Purpose:

This screen lists all receiving items in transit for your installation.

Called from screen:

This screen is called by the Central Transfer *Adhoc* Menu (Figure 6-1).

Calls screen:

This screen calls the Central Transfer File Record Display Screen (Figure 6-4). Upon completion, control is returned to the Central Transfer *Adhoc* Menu (Figure 6-1).

Instruction Steps:

Step 1: Examine the data and make notes if necessary. Use the print screen capability if desired.

Step 2: Enter the ECN of the record to be displayed or press ‘ENTER’ to display the next page of data.

Step 3: You may exit the screen at any by entering an ‘X’ in the Exit field. You will return to the Central Transfer *Adhoc* Menu. Press the ‘ENTER’ key.

Edit criteria:

A valid ECN, blank, or ‘X’.

6.4 CENTRAL TRANSFER FILE RECORD DISPLAY SCREEN

```
USERID:                NEMS CENTRAL TRANSFER FILE                        DATE: 02/08/02
ITEM NAME:                                        INSTALLATION (CONVEYOR):
CONTRACTOR TAG NO:
MANUFACTURER'S – CODE:                            MODEL NO:
       SERIAL NO:                                  YEAR MANUFACTURED:
NATIONAL STOCK NO:                                UNIQUE EQUIPMENT NO:
COST (DOLLARS):                                   ESTIMATED (Y):
CAPITAL/SENSITIVE CODE:                           CONDITION CODE :
DATE WARRANTY EXP – MATERIALS:                    LABOR:
HAZARDOUS MATERIAL CODE:                          PRECIOUS METAL CODE:
DATE LAST CALIBRATED:                             DATE CALIBRATION DUE:
ENTRY REFERENCE NO:                               TRANSACTION NO:


              USE DATA ON THIS SCREEN WHEN ADDING ITEM TO YOUR DATA BASE




PRESS ENTER TO RETURN.
```

Figure 6-4. Central Transfer File Record Display Screen

Purpose:

This screen lists 1 page of data from the Central Transfer File record.

Called from screen:

This screen is called by the Receiving Items Display Screen (Figure 6-3).

Calls screen:

This screen returns to the Receiving Items Display Screen (Figure 6-3).

Instruction Steps:

Step 1: Examine the data and make notes if necessary. Use the print screen capability if desired. Press the 'ENTER' key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the 'ENTER' key.

Step 3: You may return to the Receiving Items Display Screen by pressing the 'ENTER' key.

Edit criteria:

None

6.5 CENTRAL TRANSFER FILE *ADHOC* BY SENDING ITEMS

```
USERID:                NEMS CENTRAL TRANSFER FILE                      DATE: 02/08/02
PROGRAM: ADHOC010            ITEMS TRANSFERRED FROM                    TIME: 09:14:35
                            (INSTALLATION NAME)
                          NUMBER OF ITEMS IN TRANSIT:

          ITEMS ARE DELETED FROM THIS LIST WHEN ADDED BY RECEIVER

         TO                            HAZ    DAYS IN        DATE          CONTRACT
 ECN     INST     ITEM NAME            MAT    TRANMIT        SENT             ACCT
-----    ----    ------------------    ---    ------------   -------       ------------
 .         .          .                            .          .                 .
 .         .          .                            .          .                 .
 .         .          .                            .          .                 .
 .         .          .                            .          .                 .
 .         .          .                            .          .                 .
 .         .          .                            .          .                 .
 .         .          .                            .          .                 .

 PRESS ENTER TO CONTINUE
 ENTER ECN TO BE DISPLAYED OR 'X' TO EXIT:  _______________
```

Figure 6-5. Items in Transmit by Sending Installation Screen

Purpose:

This screen lists all sending items in transit for your installation.

Called from screen:

This screen is called by the Central Transfer *Adhoc* Menu (Figure 6-1).

Calls screen:

This screen calls the Central Transfer File Record Display Screen (Figure 6-6). Upon completion, control is returned to the Central Transfer *Adhoc* Menu (Figure 6-1).

Instruction Steps:

Step 1: Examine the data and make notes if necessary. Use the print screen capability if desired.

Step 2: Enter the ECN of the record to be displayed or press ‘ENTER’ to display the next page of data. Press the ‘ENTER’ key.

Step 3: You may exit the screen at any by entering an ‘X’ in the Exit field. You will return to the Central Transfer *Adhoc* Menu. Press the ‘ENTER’ key.

Edit criteria:

A valid ECN, blank, or ‘X’.

6.6 CENTRAL TRANSFER FILE RECORD DISPLAY SCREEN

```
 USERID:                NEMS CENTRAL TRANSFER FILE                        DATE: 02/08/02
 PROGRAM:  ADHOC006          SELECTION BY ECN                             TIME: 09:14:35

ECN:
ITEM NAME:                                          INSTALLATION (CONVEYOR):
 CONTRACTOR TAG NO:
 MANUFACTURER'S – CODE:                              MODEL NO:
        SERIAL NO:                                    YEAR MANUFACTURED:
 NATIONAL STOCK NO:                                  UNIQUE EQUIPMENT NO:
 COST (DOLLARS):                                     ESTIMATED (Y):
 CAPITAL/SENSITIVE CODE:                             CONDITION CODE :
 DATE WARRANTY EXP – MATERIALS:                      LABOR:
 HAZARDOUS MATERIAL CODE:                            PRECIOUS METAL CODE:
 DATE LAST CALIBRATED:                               DATE CALIBRATION DUE:
 ENTRY REFERENCE NO:                                 TRANSACTION NO:


              USE DATA ON THIS SCREEN WHEN ADDING ITEM TO YOUR DATA BASE



PRESS ENTER TO RETURN.
```

Figure 6-6. Central Transfer File Record Display Screen

Purpose:

This screen lists 1 page of data from the Central Transfer File record.

Called from screen:

This screen is called by the Sending Items Display Screen (Figure 6-5).

Calls screen:

This screen returns to the Sending Items Display Screen (Figure 6-5).

Instruction Steps:

Step 1: Examine the data and make notes if necessary. Use the print screen capability if desired. Press the ‘ENTER’ key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the ‘ENTER’ key.

Step 3: You may return to the Sending Items Display Screen by pressing the ‘ENTER’ key.

Edit criteria:

None

6.7 CENTRAL TRANSFER FILE SELECTION BY ECN

```
USERID:                NEMS CENTRAL TRANSFER FILE                    DATE: 02/08/02
PROGRAM: ADHOC006         CENTRAL TRANSFER FILE                      TIME: 09:14:35
                         SELECTION MENU – BY ECN


 ENTER ECN TO BE DISPLAYED OR 'X' TO EXIT:  _______________
```

Figure 6-7. Items in Transmit by ECN

Purpose:

This screen prompts for the ECN of the record to be displayed.

Called from screen:

This screen is called by the Central Transfer *Adhoc* Menu (Figure 6-1).

Calls screen:

This screen calls the Central Transfer File Record Display Screen (Figure 6-8). Upon completion, this screen returns to the Central Transfer *Adhoc* Menu (Figure 6-1).

Instruction Steps:

Step 1: Enter the ECN of the record to be displayed. Press the ‘ENTER’ key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the ‘ENTER’ key.

Step 3: You may exit the screen at any by entering an ‘X’ in the Exit field. You will return to the Central Transfer *Adhoc* Menu. Press the ‘ENTER’ key.

Edit criteria:

Valid ECN or ‘X’.

6.8 CENTRAL TRANSFER FILE RECORD DISPLAY SCREEN

```
 USERID:                NEMS CENTRAL TRANSFER FILE                      DATE: 02/08/02
 PROGRAM:  ADHOC006          SELECTION BY ECN                           TIME: 09:14:35

ECN:
ITEM NAME:                                          INSTALLATION (CONVEYOR):
 CONTRACTOR TAG NO:
 MANUFACTURER'S – CODE:                              MODEL NO:
        SERIAL NO:                                    YEAR MANUFACTURED:
 NATIONAL STOCK NO:                                  UNIQUE EQUIPMENT NO:
 COST (DOLLARS):                                     ESTIMATED (Y):
 CAPITAL/SENSITIVE CODE:                             CONDITION CODE :
 DATE WARRANTY EXP – MATERIALS:                      LABOR:
 HAZARDOUS MATERIAL CODE:                            PRECIOUS METAL CODE:
 DATE LAST CALIBRATED:                               DATE CALIBRATION DUE:
 ENTRY REFERENCE NO:                                 TRANSACTION NO:


               USE DATA ON THIS SCREEN WHEN ADDING ITEM TO YOUR DATA BASE



PRESS ENTER TO RETURN.
```

Figure 6-8. Central Transfer File Record Display Screen

Purpose:

This screen lists 1 page of data from the Central Transfer File record.

Called from screen:

This screen is called by the Selection by ECN Screen (Figure 6-7).

Calls screen:

This screen returns to the Selection by ECN Screen (Figure 6-7).

Instruction Steps:

Step 1: Examine the data and make notes if necessary. Use the print screen capability if desired. Press the 'ENTER' key.

Step 2: If error messages appear at the bottom of the screen, read the messages and correct the identified field. Press the 'ENTER' key.

Step 3: You may return to the ECN Selection Screen by pressing the 'ENTER' key.

Edit criteria:

None

Appendix – A

ACRONYMS

ACRONYM	TITLE
	---------- A ----------
AA	ASSOCIATE OR ASSISTANT ADMINISTRATOR (NASA HQ)
ADP	AUTMATIC DATA PROCESSING
ADPE	AUTOMATIC DATA PROCESSING EQUIPMENT
ACCS	ADMINISTRATOR'S CORRESPONDENCE CONTROL SYSTEM
ACMS	ADMINISTRATOR'S CORRESPONDENCE MANGEMENT SYSTEM
ADA	ASSOCIATE DEPUTY ADMINISTRATOR
ADP	AUTOMATED DATA PROCESSING
ADPEIS	AUTOMATED DATA PROCESSING EQUIPMENT INVENTORY SYSTEM
ADPI	ADP INVENTORY SYSTEM
AET	APPLICATION ENTITY TITLE
AIM	AUTOMATED INFORMATION MANAGEMENT
AIMP	AUTOMATED INFORMATION MANAGEMENT PRODUCTION
AIMS	AQUISTION INFORMATION MANAGEMENT SYSTEM
ANSI	AMERICAN NATIONAL STANDARDS INSTITUTE
API	APPLICATION PROGRAM INTERFACE
APP	APPLICATION PROCUREMENT REQUEST
ARC	AMES RESEARCH CENTER
API	APPLICATION PROGRAMMING INTERFACE
APPN	ADVANCED PEER-TO-PEER NETWORKING
APR	AGENCY PROCUREMENT REQUEST
APRS	ANNUAL PROCUREMENT REPORT SYSTEM
ARC	AMES RESEARCH CENTER (ALSO: ADVANCED RISC COMPUTING)
AWCS	AGENCYWIDE CODING SYSTEM
AWRS	AGENCYWIDE REPORT SYSTEM

---------- B ----------

BOC	BELL OPERATING COMPANY
BPA	BLANKET PURCHASE AGREEMENT
BPS	BUDGET PREPARATION SYSTEM
BRS	BIBLIOGRAPHIC RETRIEVAL SERVICES
BY	BUDGET YEAR

---------- C ----------

CDB	CENTRAL DATA BASE (NEMS)
CMP	CONFIGURATION MANAGEMENT PLAN
CMS	CORRESPONDENCE MANAGEMENT SYSTEM
CY	CURRENT YEAR (Also: CALENDAR YEAR or CONTRACT YEAR

---------- D ----------

DASD	DIRECT ACCESS STORAGE DEVICE
DBA	DATABASE ADMINISTRATOR
DBMS	DATABASE MANAGEMENT SYSTEM
DOD	DEPARTMENT OF DEFENSE
DPI	DATA PROCESSING INSTALLATION
DSR	DIVISION STATUS REVIEW

---------- E ----------

ECN	EQUIPMENT CONTROL NUMBER (NEMS)

---------- F ----------

FEP	FRONT END PROCESSOR
FY	FISCAL YEAR

---------- G ----------

GAO	GOVERNMENT ACCOUNTING OFFICE
GLAS	GENERAL LEDGER ACCOUNT SYSTEM

---------- H ----------

HCN	HEADQUARTERS COMMUNICATIONS NETWORK
HW	HARDWARE

---------- I ----------

IOP	INSTITUTIONAL OPERATING PLAN
IMP	INFORMATION MANAGEMENT PLANS
IMS	INSTITUTIONAL MANAGEMENT SYSTEM
IOC	INDEPENDENT OPERATING CAPABILITY
ISDN	INTEGRATED SERVICES DIGITAL NETWORK

---------- J ----------

JAD	JOINT APPLICATION DEVELOPMENT
JCL	JOB CONTROL LANGUAGE
JPL	JET PROPULSION LABORATORY

---------- L ----------

LAN	LOCAL AREA NETWORK

---------- M ----------

MAC	MACINTOSH (Macintosh microcomputers made by Apple Corp.)
MAP	MANUFACTURING AUTOMATION PROTOCOL
MIS	MANAGEMENT INFORMATION SYSTEM

---------- N ----------

NABS	NASA ADP BUDGET SYSTEM
NASANET	NASA NETWORK
NEMS	NASA EQUIPMENT MANAGEMENT SYSTEM
NHCC	NASA HEADQUARTERS COMPUTER SYSTEM

---------- P ----------

PY	PRIOR YEAR
PSCN	PROGRAM SUPPORT COMMUNICATION NETWORK

---------- Q ----------

QA	QUALITY ASSURANCE
QI	QUALITY IMPROVEMENT

---------- R ----------

RBOC	REGIONAL BELL OPERATING COMPANY
R & D	RESEARCH AND DEVELOPMENT
RISC	REDUCED INSTRUCTION-SET COMPUTING
RTOP	RESEARCH TECHNOLOGY OPERATING PLAN

---------- S ----------

SAS	STATISTICAL ANALYSIS SYSTEM
SEDSA	SCHEDULE OF ESTIMATED DISTRIBUTION OF SELECTED ACCOUNTS
SI	SYSTEMS INTEGRATION
SNA	SYSTEMS NETWORK ARCHITECTURE
SOP	STANDARD OPERATING PROCEDURE
SQL	STRUCTURED QUERY LANGUAGE

---------- T ----------

TCP/IP	TRANSMISSION CONTROL PROTOCOL/INTERNET PROTOCOL

---------- V ----------

VAX	VIRTUAL ADDRESS EXTENSION (Digital Equipment Corp. – DEC.)
VSAM	VIRTUAL SYSTEMS ACCESS METHOD

---------- W ----------

WAN	WIDE AREA NETWORK
WATS	WIDE AREA TELEPHONE SYSTEM

Appendix – B

APPLICABLE DOCUMENTS

- The manual listed below contains additional information relative to the NEMS Central Database Application. For further information, please refer to these documents.

NEMS CDB Design Specification (NEMS-CDB-DS-08)
NEMS CDB User Guide (NEMS-CDB-UG-10)
NEMS CDB Operations Guide (NEMS-CDB-OG-10)
NEMS CDB As-Built Design Specification (NEMS-CDB-ABDS-08)