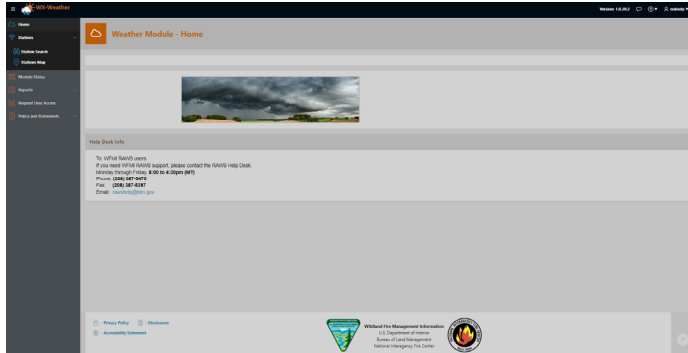


Lesson 7: WXx Weather – Post Trip Update

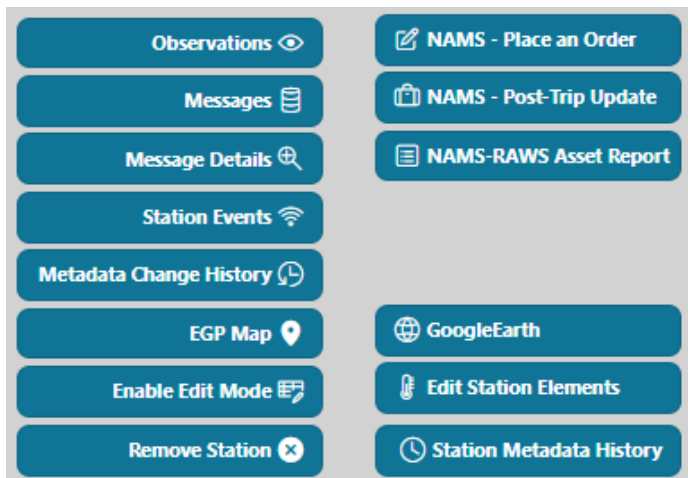
This document provides instruction on Post Trip Update processing. The Post Trip Update function in WXx Weather serves the purpose of recording maintenance which has been completed on the station. This may include updating firmware, other software, replacement of sensors, directions to the station, entering service notes and updating station maintenance dates.

Log into WXx Weather



Log into WXx Weather with User Authentication.

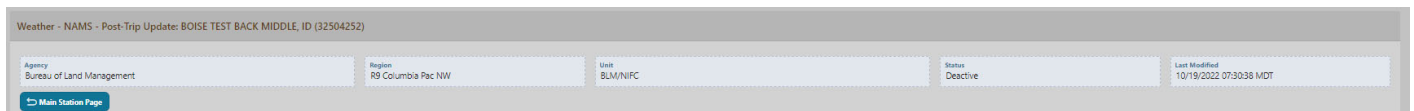
Using the left menu, click on “Stations” and then in the drop down menu click on “Station Search”. Locate the station on the screen and navigate to the station page.



On the station page, in the upper right corner of the section containing the blue button links, click on “NAMS – Post Trip Update”.

All changes made on the Post Trip Update page must be saved by clicking on the green “Submit Post Trip Update” button towards the bottom of the screen in the Request RAWs Asset Report section.

The first section on the screen contains basic station information (Agency, Region, Unit, (Activation) Status, Last Modified Date.



The second section – “Assign Item Asset Numbers” allows the user to assign sensor assets to a station. If you have multiple sensors sent to your office to complete preventive maintenance, you will see multiple assets in the list. In the example below, multiple WS/WD sensors (assets) were sent to a customer because they had several stations requiring new WS/WD sensors for their annual PM. As such, multiple assets were assigned to that customer. They can choose to install any one of these sensors to any particular station. Once a sensor is installed on the station and the customer is completing the Post Trip Update process, they will simply click on the asset number associated with the sensor which was placed on the station.

Assign Item Asset Numbers

For those items with New Asset Number(s), press the "Assign" button and then check the number of the new asset that was installed on the station (by clicking the check-box). If there are multiple assets per item, do not check more assets than the quantity of the item on the station. All asset numbers are tracked; please return all un-used assets with the used assets to clear your order.

Item Number	Item Description	Asset Number	Assign Asset Number	Assets Assigned
38233	Rain Gauge - RG-T - Cable length from RAW'S Depot is 15 feet (Replace every 3 years)	110575, 43254	Assign	
38274	Solar Radiation - SDI-SR-PVR (PVS) (Replace every 3 years)	54836	Assign	
39094	RH/AT TMS-3 (FVS) (Replace every year)	38463, 41665, 42280, 44738, 45008, 45265, 47674, 51408, 51699, 52407, 57288, 58504	Assign	
39240	Solar Panel for 16 (20 Watt FVS) - Cable length from RAW 15 feet	183896	Assign	
39282	WS/WD - SDI-WS-RMY-2 (SDI - RM Young) Cable from RAW'S Depot is 35 feet (Replace every 2 years)	115972, 11743, 11882, 36485, 36426, 40431, 40596, 42943, 43556, 7054, 7541	Assign	

1 - 5

A popup box will appear. Use the mouse to click on the checkbox of the asset you wish to assign to the station. Next click on the green Assign button to complete the process. If you made a mistake and wish to back out, click the blue X button to close the window.

Assign Asset

38233 - Rain Gauge - RG-T - Cable length from RAW'S Depot is 15 feet (Replace every 3 years) Quantity 1

Station
BLUEWING MOUNTAIN, NV (325BF274)

Asset Number

43254

110575

Assign

The Station Maintenance Dates section allows users to update several maintenance dates for the station. To edit any of the dates, click on the calendar and choose the date.

You can update:

- Last Annual Maintenance Date – the last date on which annual maintenance was completed
- Last Repaired Date – when the last repair was completed on the station
- Tipping Bucket Zero Date - The annual date on which the tipping bucket is reset to Zero – this does not automatically communicate or set the tipping bucket zero date on the datalogger

Station Maintenance Dates

Last Annual Maintenance Date 11/17/2021 Today Enter the most recent date that annual maintenance was performed on this station.	Last Repaired Date 07/07/2018 Today Enter the date (if necessary) when repairs were performed if different than the annual maintenance date.	Tipping Bucket Zeroed Date 01/01/2021 Today Enter the date the tipping bucket is zeroed. For stations with automatic rain reset, this date can be set for the future.
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Station View provides information about station programs, software versions.

You can view and update the following:

- Program – This is the name of the Program. It is used to expedite your order and for trouble-shooting purposes. If a DCP is ordered from the RSFWSU Depot section (at NIFC), this field will be updated by the Depot staff.
- Operating System – This is the name of the operating system in the DCP. It is used for trouble-shooting purposes and to notify the user of future upgrades. If a DCP is ordered from the RSFWSU Depot section (at NIFC), this field will be updated by the Depot staff
- Application Software – This is the name of the application software in the DCP. It is used to trouble-shooting purposes and to notify the user of future upgrades. If a DCP is ordered from the RSFWSU Depot section (at NIFC), this field will be updated by the Depot staff.

The screenshot shows a 'Station View' interface with three columns of information:

Program	Operating System	Application Software
9 CHNL RMY NO FM/FT REV 1	3.11	3.13.0.1
<small>This is the name of the Program. It is used to expedite your order and for trouble-shooting purposes. If a DCP is ordered from the RSFWSU Depot section (at NIFC), this field will be updated by the Depot staff.</small>	<small>This is the name of the operating system in the DCP. It is used for trouble-shooting purposes and to notify the user of future upgrades. If a DCP is ordered from the RSFWSU Depot section (at NIFC), this field will be updated by the Depot staff</small>	<small>This is the name of the application software in the DCP. It is used to trouble-shooting purposes and to notify the user of future upgrades. If a DCP is ordered from the RSFWSU Depot section (at NIFC), this field will be updated by the Depot staff.</small>

The Narrative section is where users will enter information related to the annual maintenance, repair, and/or upkeep of the station during the latest site visit. Include the date of service, name of the person(s) completing the repair/annual maintenance, sensors replaced, and additional information needed for future visits. Please be brief. Your name and the current date and time (in Mountain Time) will be automatically saved with this new entry; therefore, it is not necessary for you to include that information.

The screenshot shows a 'Narrative' section with a text entry field. The text inside the field reads: "Completed annual PM. Replaced tipping bucket, RH/AT, FM/FT and station battery. Verified data transmission with help desk. Cleared debris and overgrowth from station." Below the field is a small instruction: "Enter information related to the annual maintenance, repair, and/or upkeep of the station during the latest site visit. Include the date of service, name of the person(s) completing the repair/annual maintenance, sensors replaced, and additional information needed for future visits. Please be brief. Your name and the current date and time (in Mountain Time) will be automatically saved with this new entry; therefore, it is not necessary for you to include that information."

The Notes section is reserved for note entries which contains site-specific information such as uncommon sensors, lack of standard sensors, special access procedures, precautions, etc.. Since this information is retained in NAMS and is not sent to external clients, sensitive information regarding the station can be entered here.

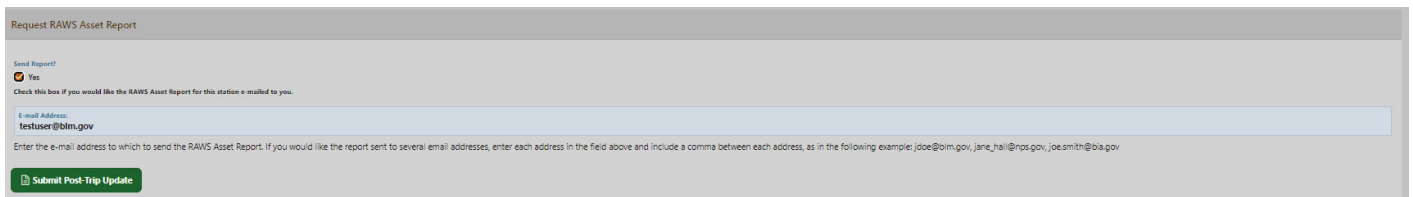
The screenshot shows a 'Notes' section with a text entry field. The text inside the field reads: "GPS D, PHOTO D, 1/2 RAIN RESET, SIGNIFICANT BIRD PERCH ISSUE". Below the field is a small instruction: "Contains site-specific information such as uncommon sensors, lack of standard sensors, special access procedures, precautions, etc.. Since this information is retained in NAMS and is not sent to external clients, sensitive information regarding the station can be entered here."

The Route section contains site-specific information for access to the weather station. The information should be complete enough that the location can be found by someone who has not previously visited the site. Include mileage directions from a near-by town or city, if possible.



The Request RAWS Asset Report section allows the user to have the RAWS Asset Report sent to them via email. The user email address will automatically be populated in the e-mail address bar. You can leave this as is, change it, or add other email addresses (separate by comma).

To receive a RAWS Asset Report, click on the checkbox, and then click the green Submit Post Trip Update button.



Past Narrative Entries section will display all historical narrative entries. This is useful in troubleshooting the station using past maintenance events. See the example below:

