

eNAMS User Guide

PLD OUTAGE GANTT

November 2020



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Introduction

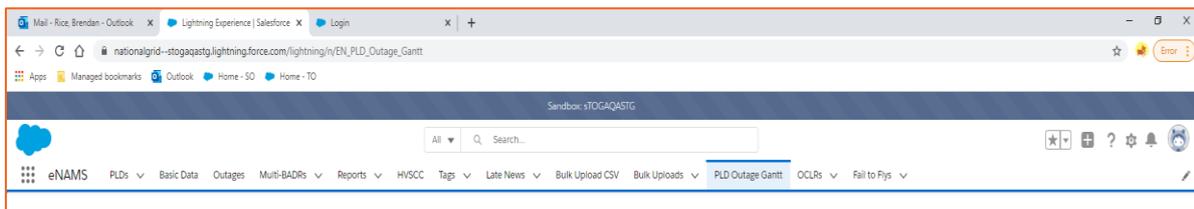
The **PLD OUTAGE GANTT** is a visual representation of the PLD Outages in a Gantt Chart view. The view can be filtered to show conflicts and dependencies by refining the filter criteria. Users will follow an indicative process flow: Home screen – Search Outage screen – Display Gantt Chart screen – Customise View.

Access Management

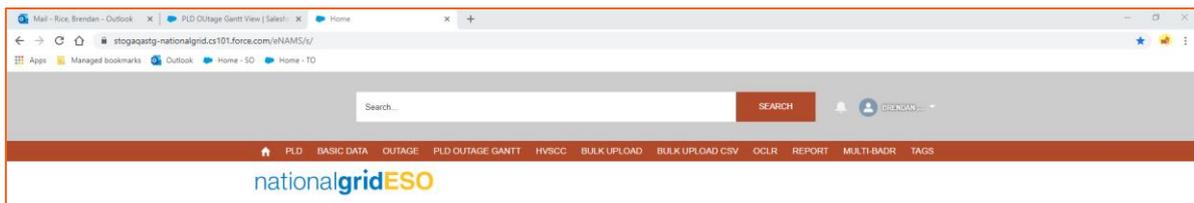
- Log in as a SO: Click on **PLD OUTAGE GANTT** in the main navigation. Note, the SO: will access eNAMS using [native salesforce](#).
- Log in as a TO: Click on **PLD OUTAGE GANTT** in the main navigation. Note, the TO: will access eNAMS using [TO portal](#).

Logon and access for SO and TO:

1. Logon to eNAMS homepage. Search for outages and view them using the **PLD OUTAGE GANTT**. Click on PLD OUTAGE GANTT to access from the navigation menu.
 - a. Note the navigation differs for SO and TO only in accessing the PLD OUTAGE GANTT as described.
 - b. Note the outages and risks shown will differ for SO (Demand, Generation, Seasonal) and TO (Demand Only).
2. Click on **PLD OUTAGE GANTT**, in the the main navigation menu:
 - a. the view as an SO:



b. The view as an TO

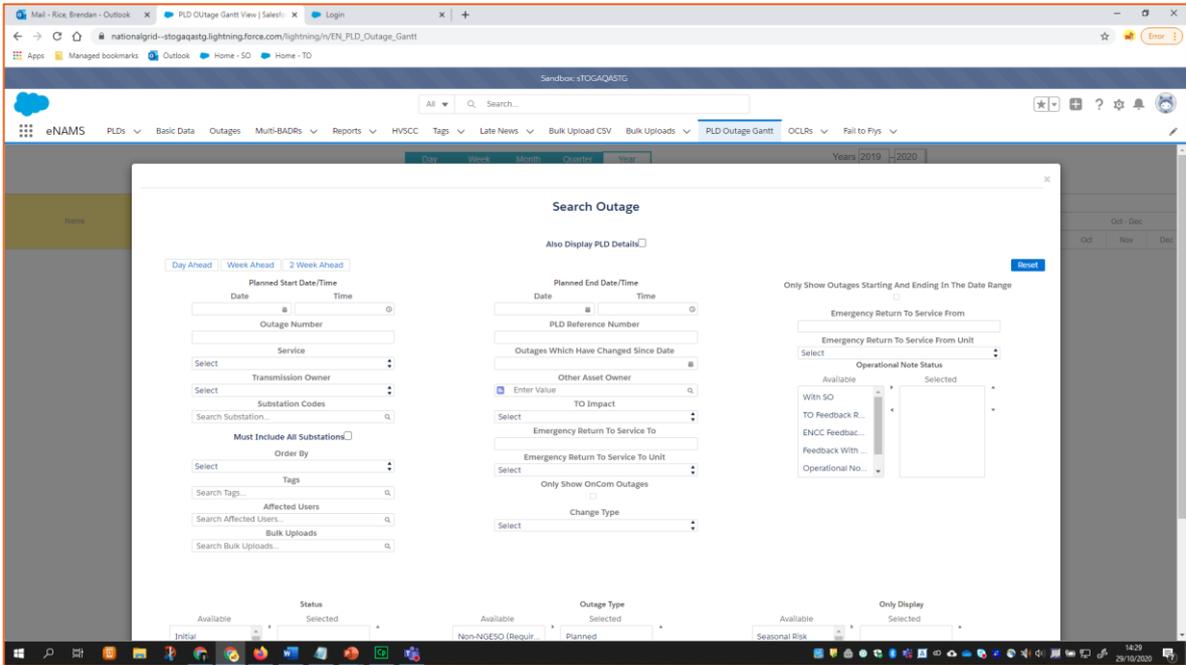


Detailed steps (Search Outage)

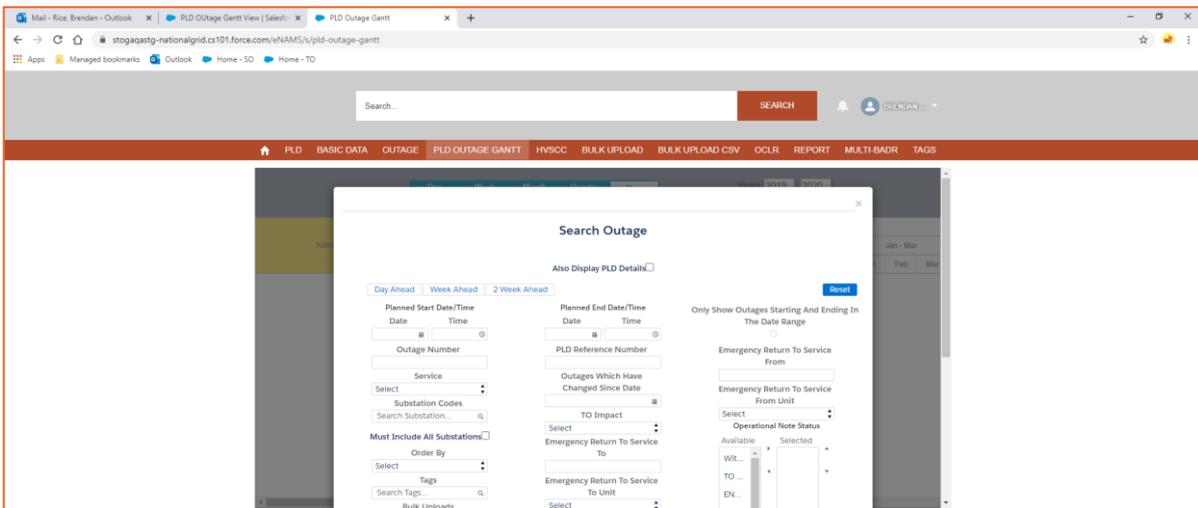
3. The **Search Outage** Pop-up will show by default. Use the Search Outage filters to determine what to display on the **PLD OUTAGE GANTT**.
4. Populate the fields in the following **Search Outage** sections (macros, column 1,2,3, Submit Search Outage) as follows:
 - a. Screenshot (Labelled):



b. Screenshot (SO Salesforce):



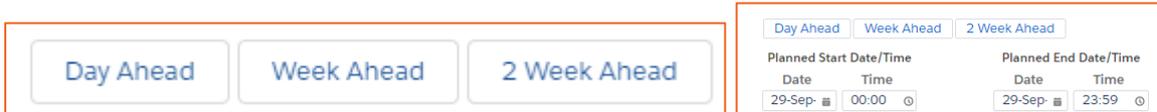
c. Screenshot (TO Portal):



Macros:

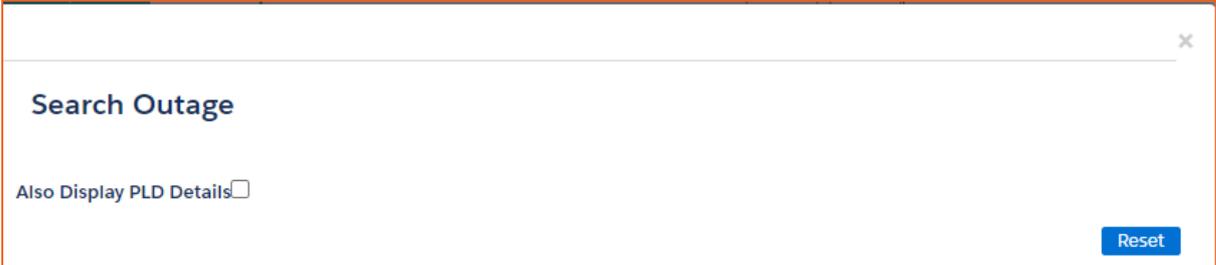
5. Date Macro

For **Outages**, search Macros can be used to view specific time periods: Day Ahead, Week Ahead, 2 Week Ahead (2 Week Ahead shows the current week and next week, not 2 weeks from now):



6. Reset

Use the **Reset** button to clear the **Search Outage** filter view.


Column 1:**7. Planned Start Date/Time**

If you use the Date Macro this information will be automatically populated, otherwise you can manually select a Date/Time.

8. Outage Number

Search for an **Outage** if you have the reference number; conventional naming convention would be ON-0000100 as an example.

9. Service

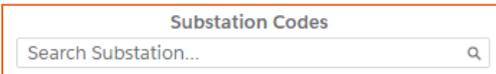
Use this to choose **In Service** and **Out of Service** items.

10. Transmission Owner

Choose relevant TO: SPT, SHETL, NGET (as an SO you can search for TO's data).

11. Substation Codes

Calculated field in Salesforce: Lookup to find accounts and outages as there is a relationship between them.


12. Must Include All Substations

Use this toggle to include Substations picked.

13. Order By

There are 3 options to order by: **Start Date, Outage Number, Last Updated.**

14. Tags

Calculated field in Salesforce: Lookup to find accounts and outages. Note that inactive Tags will not show unless you access Tags directly.

15. Affected Users

Access a related database to show associated **Affected Users.**

16. Bulk Uploads

Access a related database to show associated **Bulk Uploads.**

17. Status

Select the appropriate workflow status of an item in the Available column by clicking that item. Then click  to put in into **Selected**: to use in search (similarly use the  to move items from **Selected** back to **Available**). If the option is not available use the scroll button to view all possible options.

Column 2:**18. Also Display PLD Details**

Tick the checkbox to display PLD details, as shown:

Also Display PLD Details

19. Planned End Date/Time

If you use the Date Macro this information will be automatically populated, otherwise you can manually select a Date/Time.

20. PLD Reference Number

Access a related database to show associated **PLDs**.

21. Outages Which Have Changed Since Date

This option shows all changed Outages since a particular date that you can select.

22. Other Asset owner

Other Asset owner is a calculated field in Salesforce. This performs a lookup using a database in another table to local a reference that is related to this outage / asset.

23. TO Impact

This drop down is used to determine the impact severity from P1-P5. Follow business process rules for correct impact.

24. Emergency Return To Service To

Enter the value associated with **Emergency Return To Service**.

25. Emergency Return To Service Unit

Select the corresponding units related to the previous field (Emergency Return To Service To). There are 3 units to choose from: minutes, hours, and days.

26. Only Show OnCom Outages

Show OnCom Outages returns Outages that have OnCom selected as TRUE.

27. Change Type

Change Type shows if the Outage is Add, Update, TBA or Cancelled.

28. Outage Type

Select the appropriate workflow status of an item in the Available column by clicking that item. Then click  to put in into **Selected**: to use in search (similarly use the  to move items from **Selected** back to **Available**). If the option is not available use the scroll button to view all possible options.

Column 3:**29. Only Show Outages Starting And Ending In The Date Range**

Apply this toggle to filter to show outages starting and ending within a date range.

30. Emergency Return To Service From

Enter the value associated with **Emergency Return To Service**.

31. Emergency Return To Service From Unit

Select the corresponding units related to the previous field (Emergency Return To Service To). There are 3 units to choose from: minutes, hours, and days.

32. Operational Note Status

Select the appropriate workflow status of an item in the Available column by clicking that item. Then click  to put in into **Selected**: to use in search (similarly use the  to move items from **Selected** back to **Available**). If the option is not available use the scroll button to view all possible options.

33. Only Display

Select the appropriate workflow status of an item in the Available column by clicking that item. Then click  to put in into **Selected**: to use in search (similarly use the  to move items from **Selected** back to **Available**). If the option is not available use the scroll button to view all possible options.

Submit Search Query:

34. Submit

Click the **Search Outages** button. Click a blue button to submit a search query - if not visible, scroll down to bottom of screen.

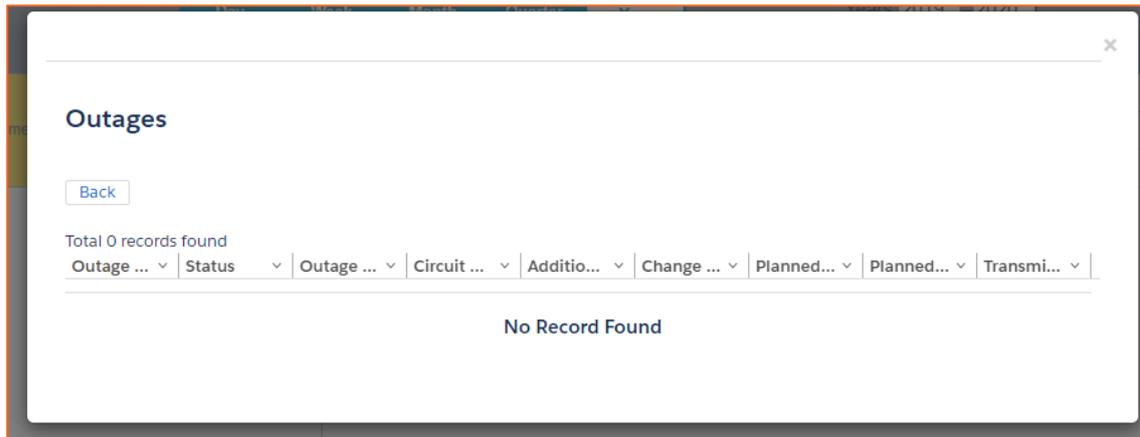


35. Outages found

36. Click on your chosen outage and if your search query does not contain anything a message will display: Total 0 records found. If this happens, click on **Back** to return to the Search Outage screen. Note if you click Back it will retain your previous search criteria used so be sure to modify the entered



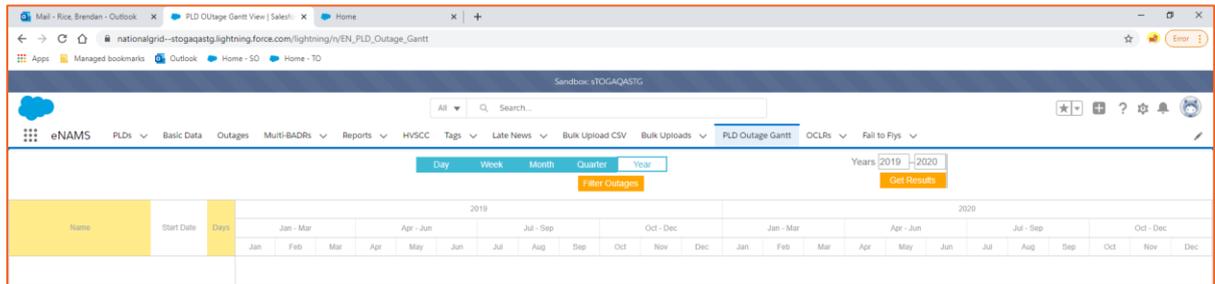
search criteria: Total 0 records found and



Detailed steps (Gantt View)

Gantt Chart View navigation:

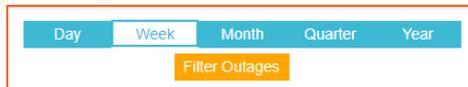
The Gantt view will load after clicking Submit and clicking on a particular outage, as shown:



The PLD Outage Gantt view is split in two with a menu and chart. **Menu** is in grey with additional functionality and filters. **Chart** shows the (Outage) Name, Start Date, and Days (duration).

37. Date Range Filter

Note you must first click onto an outage before using this additional filter to auto adjust the view range and readability. Click to filter to the relevant date range (**Day, Week, Month, Quarter, Year**):



and



Filter Outages allows you to return to the Outage Search pop-up to modify the search. **Get Results** is for when the Year range is updated (above the button), then click this button will update the view.

38. Additional Functions: Show Key, Print, Download



Click to Show Key, Print, and download this view as a CSV

39. Print function allows you to print the current view of the PLD Outage Gantt. Note: adjust layout to

landscape and adjust scale to default when printing and check local device settings: 

40. Download function allows for exporting a PDF of the current view of the PLD Outage Gantt to be

saved locally on your computer): 

41. Show Key will open a pop-up displaying the Key, as pictured below:

State	Outage Type		
	Planned	Fault/Unplanned	CRs
Initial			
Planned/Unplanned/Fault			
With SO			
Started			
Completed			
TBA and Cancelled			
Not Taken			
Rejected			

42. Additional Functions: Default, Risk, Clash

Click to show (Default, Risk, and Clash):



43. Risk (viewed differently if SO/TO):

SO (Demand, Generation, Seasonal): If any of the 3 risks are needed but not complete, the colour of an outage is **RED**. If all the 3 risks at no risk (neither completed nor needed checkbox is checked), the colour of an outage is **GREY**. If all the risks which are needed are also complete, the colour of an outage is **GREEN**.

TO (Demand only): If Demand Risk is needed but not complete, the colour of an outage is **RED**. If neither the Completed, nor the Needed checkbox is checked of Demand Risk in an outage record, the colour of an outage is **GREY**. If Demand Risk is completed and needed, the colour of an outage is **GREEN**.

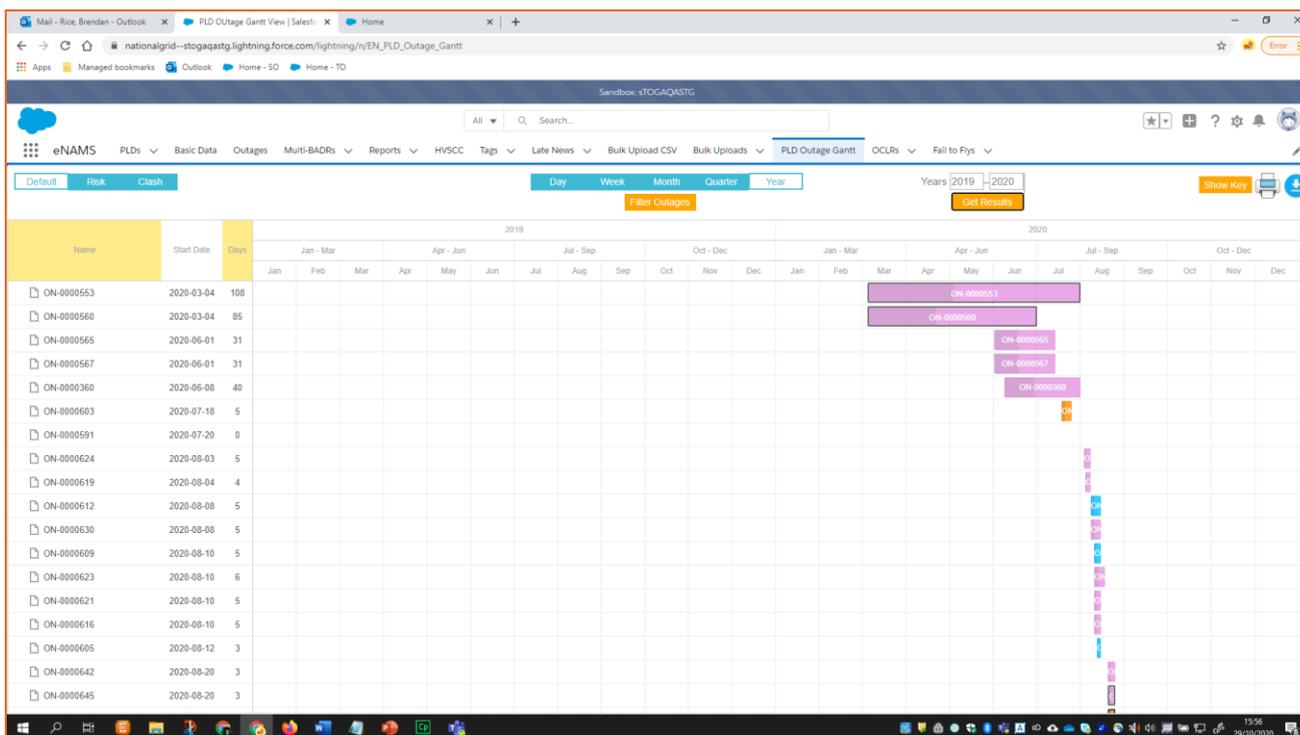
44. Clash view gives different button options (not including Close button).

Fade Out: Clicking this button will change the colouration of the Outage to default paler colour and green border.

Set to Default: Clicking this button will change the colouration of the Outage to default colour and default orange border.

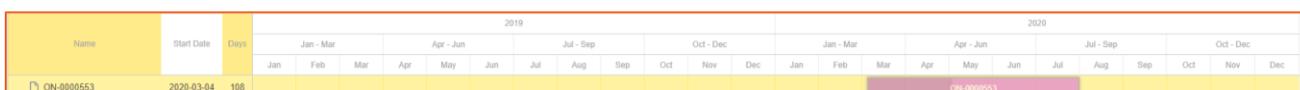
Enhance: Clicking this button will change the colouration of the Outage to darker colour and red border.

45. Example view of the Gantt view:



46. Resize the Gantt

Then click on the **Operational Note** under **Name** to auto resize the Gantt Chart area. Note the line will highlight on clicking it.



Gantt Chart View outage details:**47. Working with an Outage**

Double click on an outage to show the detailed pop-up view.

48. Outage Details

For more information on the **Operational Notes** double click on the pink Operational Note shape on the Gantt chart:

04 March 2020 - 01 August 2020

Details Name: [ON-0000553](#)
Status: Initial
Circuit Description: test
Start Operational Note:
End Operational Note:

Time period 4 ▾ March ▾ 2020 ▾ 12:00 ▾ – 1 ▾ August ▾ 2020 ▾ 00:00 ▾

PLD

Update Cancel TBA Submit Close

Click on the hyperlink **Name** (Outage reference) to open the Operational Note.

Use the button functions (**Update**, **Cancel**, **TBA**, **Submit**) to modify the Operational Note.

Provide a PLD and then use a function button to update the Outage.

49. Close Outage Details

To return to the Gantt Chart click on **Close**.



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