## INSTRUCTIONS FOR CREATING SUBFORM: 3.8-UPSREMM-Quinquennial

## Follow these steps to create the form fields:

STEP 1: Create an Info Text field

Content: UNITY

## STEP 2: Create a Single Select field

**Description:** 3.8-QQ-UPSREMM-34: Battery replacement, Disconnect and remove each bad/old battery, Inspect and clean connections as needed, Test each new battery prior to installing, Install and torque each connection per OEM specifications. Verify correct string voltage.

OEM specifications, Verify correct string voltage

Options: Yes, No

## STEP 3: Create a Single Select field

**Description:** 3.8-QQ-UPSREMM-34A: Document readings, Prep bad/old batteries for disposal/recycling, Properly remove old batteries from site and recycle according to local laws & regulations

Options: Yes, No