## INSTRUCTIONS FOR CREATING SUBFORM: 3.8-UPSR6KVA-Quinquennial

## Follow these steps to create the form fields:

## STEP 1: Create a Single Select field

**Description:** 3.8-QQ-UPSR6KVA-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

Options: Yes, No

## STEP 2: Create a Single Select field

**Description:** 3.8-QQ-UPSR6KVA-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