

Purpose of this QRG

- To teach you how to go to (view) a Lab Alert's associated Lab Alert Definition that was set up earlier by an Area Manager (Oil Sands), in the OLT

Intended Audience for this QRG

- All roles (Oil Sands) in the OLT



Purpose of Lab Alerts in the OLT

- To alert workers about a lab sample which was scheduled to be taken but was not in the site's Plant Historian.

Prerequisites


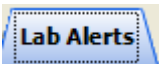
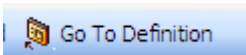
- You must have access to the OLT software application
- You must have a role in the OLT (Oil Sands) to complete the procedure described below
- An Area Manager (Oil Sands) must have first created a Lab Alert Definition in the OLT which, in turn, triggers the Lab Alert.
- One or more Lab Alert Definitions must currently exist in the OLT

Helpful Hints

- A Lab Alert Definition must have been set up previously in OLT *before* OLT will trigger the related Lab Alert
- Lab Alert Definitions describe how many samples need to be taken, when and how often
- Lab Alert Definitions trigger corresponding Lab Alerts
- Lab Alert Definitions can have the following statuses: Valid or Invalid Tag (Note: after several attempts, a special status of "Invalid Tag" is set by the system when the tag unavailable in the site's Plant Historian.)
- The 'status' is displayed in the Status column of the Lab Alert display grid
- Lab Alert Definitions can be either Active  or Inactive 
- Hover over icons to view their meaning

Procedure



- On the navigation pane, click Lab Alerts icon  to navigate to the Lab Alerts screen.
- Click Lab Alerts tab (located on the top of your screen)  to navigate to the Lab Alerts screen
- Click in the Lab Alerts display grid to select/highlight the Lab Alert you wish to go to (view) the definition for.
- Click Go To Definition button (located on the middle of your screen)  to navigate to the definition for the selected/highlighted item.