# Transportable Station Step-by-step Guide

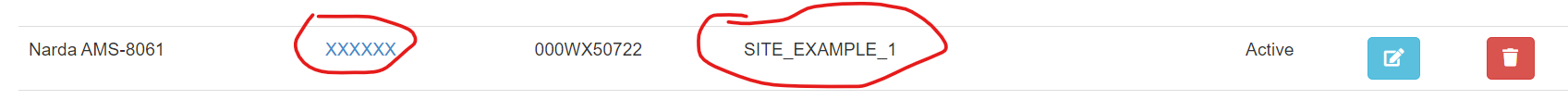
Scenario:

The station with serial number XXXXXX is originally located at SITE\_EXAMPLE\_1. A customer has requested a measurement to be performed at SITE\_EXAMPLE\_2.

## Step-by-Step Guide:

To create a new measurement point at SITE\_EXAMPLE\_2, as per the customer's request, follow these steps:

1. Begin by creating a new site in the 'Station Inventory' section. Refer to the image below for guidance: A screenshot of a computer

   Description automatically generated
2. Next, go to the 'Stations' tab. You will notice that the station with serial number XXXXXX is currently situated at SITE\_EXAMPLE\_1, which is the correct location. Refer to the image below for visual assistance: 
3. To proceed, click the 'Edit' button to modify the station's location from SITE\_EXAMPLE\_1 to SITE\_EXAMPLE\_2. Please see the image below for reference: A screenshot of a computer

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4. With this change, the station is now located at SITE\_EXAMPLE\_2, and all measurements collected will be reported to this site. However, SITE\_EXAMPLE\_1 will no longer be displayed on the map since no station is assigned to it. To address this, you need to create a new station entry using the serial number XXXXXX, followed by an identifier (XXXXXX\_<identifier>). The identifier could be the customer's name who requested the measurement at SITE\_EXAMPLE\_1, the date when the station was relocated, or any other suitable identifier.  
     
   Create this new station entry, associate it with SITE\_EXAMPLE\_1, and set the station status to 'Withdrawn' as depicted in the image below: A screenshot of a computer

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5. Ensure that all other fields for the new station entry match those of station XXXXXX.

By following these steps, station XXXXXX will report new measurements to SITE\_EXAMPLE\_2, while the measurements collected at SITE\_EXAMPLE\_1 will still be displayed on the map.  
These steps should be performed prior to the reallocation of the station to SITE\_EXAMPLE\_2, as the station reports measurements exclusively to the currently allocated site.