

{Platform Name}

User Guide



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Overview

The {Company Name} {Platform Name} is an application for maintaining an inventory of ropeway equipment and to ensure that passenger ropeways facilities meet applicable safety standards and technical requirements for planning, location, design, construction, operation, and maintenance of passenger ropeways (M-2340 and 7320). Ski area administrators, snow rangers, and engineers will use the application to manage the ski area ropeway equipment for which they have responsibility.

The {Platform Name} is built on the Microsoft SharePoint platform.

Authority and Technical Standards

This topic outlines the authority under which the {Company Name} is empowered to oversee passenger ropeways as well as the applicable technical standards and requirements.

Authority

{Company Name} regulations at 36 CFR Part 251, Subpart B, authorize {Company Name} to issue and administer special use permits governing passenger ropeways located partially or totally on managed lands. These authorities allow {Company Name} to establish requirements and guidelines for the design, construction, operation, testing, and maintenance of passenger ropeways governed by {Company Name} special use permits.

Ropeway Standards and Requirements

The requirements and guidelines for passenger ropeways on managed are contained in the American National Standard Institute ASC B77.1-2011 Standard for Passenger Ropeways - Aerial Tramways, Aerial Lifts, Surface Lifts, Tows, and Conveyors - Safety Requirements (the Standard), which was approved by ANSI and adopted by {Company Name}.

Forest Service Manual

The {Company} manual section 7320 provides {Company Name} policies and direction for support to the Authorized Officer for passenger tramway special-use authorizations. M-7320 outlines minimum procedures for Director of Engineering, Regional Managers, Supervisors, Authorized Officers, and Staff Engineers. M-7320 requires Staff Engineers to maintain an inventory of ropeway equipment and other information related to the design, construction, operation and maintenance of passenger ropeways.

Access the Application

This section of the user guide not only describes how to access the {Platform Name}, but also gives a tour of the application's home page and how to view timely announcements, links, and shared documents.

The {Platform Name} is located within the {Company Name}'s SharePoint environment. To log in to the system you must be connected to the {Company Name} network, either at an office or over Virtual Private Network (VPN). And because the SharePoint environment uses your existing network account for authentication, you do not need an additional user name and password to log in to the {Platform Name}.

To access the application:

Go to <https://URL/Home.aspx>. The application's home page appears.

The tools you see on the application home page will vary, depending on your account's permissions. See the [User Groups](#) topic for more information. For a tour of the application home page see the [Application Home Page](#) help topic. To learn how to view announcements, links, and shared documents, see the [View Announcements, Important Links and Shared Documents](#) topic.

Application Home Page

Below is an overview of the {Platform Name} home page. It depicts how the application is laid out and describes where you can find various tools. Not all tools are available to all users. The tools you can see and use depend on the [user group](#) to which you belong.

Note: The Announcements, Important Links, and Shared Documents boxes on the right side of the home page contain pertinent and timely information about the application.

The screenshot shows the SharePoint interface for the 'National Ropeway Service Team'. The top navigation bar includes 'SharePoint', 'Newsfeed', 'OneDrive', and 'Sites'. The user is logged in as 'Cowles, Jeffrey D -FS'. The left sidebar contains a 'Navigation Frame' with links to 'Home', 'Ski Areas', 'Ropeways', 'Incidents', 'Exceptions', 'Service Bulletins', and 'Recent'. The main content area features a 'Select Region to filter Ski Areas' dropdown, a table of 'Ski Areas', and a 'MAIN CONTENT FRAME' displaying a list of items. The right sidebar contains three sections: 'Announcements', 'Important Links', and 'Shared Documents'. Annotations with arrows point to various elements: the 'SHAREPOINT RIBBON' tabs, the 'NAVIGATION FRAME', the 'MAIN CONTENT FRAME', the 'ANNOUNCEMENTS' section, the 'IMPORTANT LINKS' section, and the 'SHARED DOCUMENTS' section.

The tabs of the SHAREPOINT RIBBON contain various tools, some of which can be used with the Ropeways application. The tools available will depend on what you select in the Navigation Frame.

The NAVIGATION FRAME contains links for accessing all of the Ropeways application's tools and other functionality. You will only see the tools associated with your account's role.

The ANNOUNCEMENTS section contains timely messages for Ropeways users.

The IMPORTANT LINKS section contains links to information outside of Ropeways that is relevant to the application.

The SHARED DOCUMENTS section contains links to external documents and other resources.

The MAIN CONTENT FRAME displays the data entry form, lists, or other tools that you select from the Navigation Frame.

AREA Name	REGION	FOREST	DISTRICT	
Ski Apache Ski Area	03 - Southwestern Region	Lincoln National Forest	Smokey Ranger District	
Red River Ski Area	03 - Southwestern Region	Carson National Forest	Questa Ranger District	<input type="checkbox"/> fslnlegacyuser
Sandia Peak Ski Area	03 - Southwestern Region	Cibola National Forest	Sandia Ranger District	<input type="checkbox"/> Johnson, Susan A -FS <input type="checkbox"/> Elmquist, John -FS
Santa Fe Ski Area	03 - Southwestern Region	Santa Fe National Forest	Espanola Ranger District	<input type="checkbox"/> Standish, Miles -FS
Mount Lemmon Ski Area	03 - Southwestern Region	Coronado National Forest	Santa Cruz Ranger District	
Sipapu Ski Area	03 - Southwestern Region	Carson National Forest	Camino Real Ranger District	<input type="checkbox"/> Cook, Karen L -FS <input type="checkbox"/> Bolling, Mel F -FS <input type="checkbox"/> fslnlegacyuser <input type="checkbox"/> Okamoto, Steve -FS
Taos Ski Valley	03 - Southwestern Region	Carson National Forest	Questa Ranger District	<input type="checkbox"/> fslnlegacyuser
Ski Cloudcroft Ski Area	03 - Southwestern Region	Lincoln National Forest	Sacramento Ranger District	<input type="checkbox"/> fslnlegacyuser
Williams Ski Area	03 - Southwestern Region	Kaibab National Forest	Williams Ranger District	<input type="checkbox"/> Eavis, John -FS
Aspen Highlands	02 - Rocky Mountain Region	White River National Forest	West Zone/Aspen Ranger District	<input type="checkbox"/> fslnlegacyuser

{Platform Name} Home Page

View Announcements, Important Links and Shared Documents

On the right side of the application home page are three boxes where pertinent announcements, important links, and shared documents that are relevant to the {Platform Name} are posted. This topic describes how to view those records. No special permissions are required.

For instructions on how to add links, shared documents, and announcements, see the following topics:

- [Add a Link](#)
- [Add a Shared Document](#)
- [Add an Announcement](#)

To view announcements, links and shared documents:

1. From the application home page, locate the Announcements, Important Links, or Shared Documents box on the right.
 2. To view one of the items listed, click its title.
 - o Clicking an Announcement opens a new window. Full details appear in the Body field. The Expires field indicates the date on which the announcement becomes invalid.
 - o Important Links open directly in your browser window. If the link points to a web page, the page will open. If the link points to an external document, that document will open using the Microsoft Web App.
 - o Shared Documents open directly in your browser window using the Microsoft Web App.
-

Ski Areas

The {Platform Name} maintains details about ski areas located on managed lands. There are multiple ropeways and equipment that support each ski area. This section of the User Guide explains how to create new ski area records, how to edit existing records, and how to view ski area maps.

Search for and Edit a Ski Area

This help topic describes how to search for a ski area (using more than one method) and then how to edit its details.

To search for a ski area:

There are two ways to search for a ski area: using the home page's Region filter field or using the By Region/Forest view.

1. To search using the Region filter box (located in the center of the home screen), click the filter icon that appears next to the filter field. Image:

SharePoint Newsfeed OneDrive Sites Cowles, Jeffrey D -FS

BROWSE PAGE

EDIT LINKS

Search this site

Home

Ski Areas

R1 Maps

R4 Maps

R5 Maps

R9 Maps

by RegionForest

Ropeways

by Area

by Manufacturer

by Night Skiing

by RegionForest

by Status

by SummerOperation

by Type

Incidents

Exceptions

Service Bulletins

Recent

testHidewhen

Lists and Libraries

Manufacturers

Links

Shared Documents

EDIT LINKS

Select Region to filter Ski Areas

Please select the Region

Ski Areas

+ new item or edit this list

AREA Name	REGION	FOREST	DISTRICT	SNOW_RANGERS
Ski Apache	03 - Southwestern Region	Lincoln National Forest	Smokey Bear Ranger District	<input type="checkbox"/> fsinlegacyuser
Red River Ski Area	03 - Southwestern Region	Carson National Forest	Questa Ranger District	<input type="checkbox"/> fsinlegacyuser
Sandia Peak Tramway	03 - Southwestern Region	Cibola National Forest	Sandia Ranger District	<input type="checkbox"/> Johnson, Susan A -FS <input type="checkbox"/> Elmquist, John -FS
Santa Fe Ski Area	03 - Southwestern Region	Santa Fe National Forest	Espanola Ranger District	<input type="checkbox"/> Standish, Miles -FS <input type="checkbox"/> Leyba, Patrick -FS
Mount Lemmon Ski Area	03 - Southwestern Region	Coronado National Forest	Santa Catalina Ranger District	<input type="checkbox"/> Hohl, Rachael -FS

Announcements

+ new announcement or edit this list

Title

Test Announcement

Ropeways is ready for 508 testing

Important Links

+ new link or edit this list

URL

User Guide

Quick Guide

CNN Headline News

Shared Documents

+ new document or drag files here

Name Modified By

Test File

Cowles, Jeffrey D -FS

The Region Filter Field

2. From the drop down list that appears, select a region then click **OK**. Image: You are returned to the home screen and the list of ski areas below the filter field refreshes.



Select Filter Value(s)

[Help](#)

☐ 00 - None

☐ 01 - Northern Region

☐ 02 - Rocky Mountain Region

☐ 03 - Southwestern Region

☐ 04 - Intermountain Region

☐ 05 - Pacific Southwest Region

☐ 06 - Pacific Northwest Region

☐ 08 - Southern Region

☐ 09 - Eastern Region

☐ 10 - Alaska Region

OK Cancel

Select a Region from the Drop Down List

3. Scroll through the list to locate the desired ski area. Click its name to open a popup window and view the ski area record's details. Image:

SkiAreas - Lost Trail Powder Mountain Ski Area



VIEW

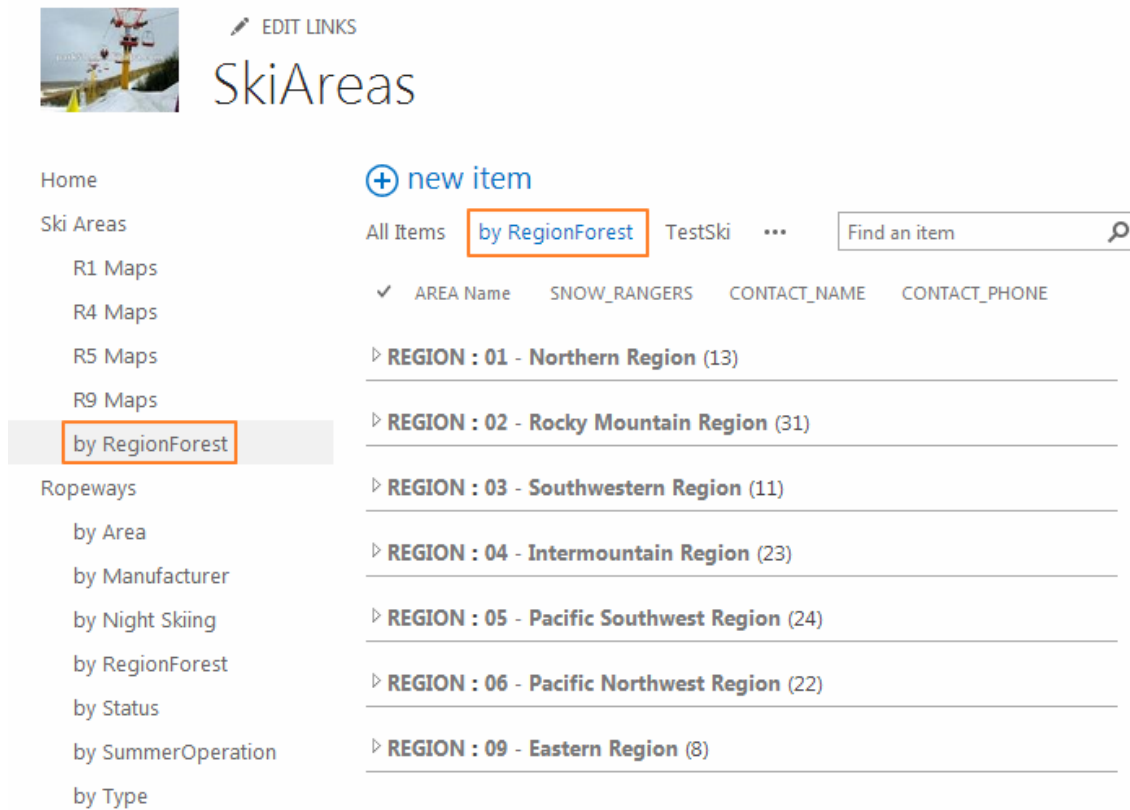
Edit Item Delete Item Manage	Version History Shared With Delete Item Manage	Alert Me Workflows Actions
------------------------------------	---	----------------------------------

AREA Name	Lost Trail Powder Mountain Ski Area
AREA_URL	
REGION	01 - Northern Region
FOREST	Bitterroot National Forest
DISTRICT	Sula Ranger District
AREA_ADDRESS	
AREA_CITY	Sula
AREA_COUNTY	
AREA_STATE	MT
AREA_ZIP	
CONTACT_NAME	Bill, Judy, Scott Grasser
CONTACT_TITLE	
CONTACT_PHONE	
SNOW_RANGERS	<input type="checkbox"/> fsInlegacyuser

Example of Popup Window that Shows Ski Area Record Details

- To search using the By Region/Forest view, click the By Region/Forest link that appears either in the Navigation Frame or at the top of the list of ski areas.

A list of regions appears. [Image:](#)









The screenshot shows a SharePoint page titled "Ski Areas". On the left is a navigation pane with links: Home, Ski Areas, R1 Maps, R4 Maps, R5 Maps, R9 Maps, **by RegionForest** (highlighted with an orange box), Ropeways, by Area, by Manufacturer, by Night Skiing, by RegionForest, by Status, by SummerOperation, and by Type. The main content area has a "new item" button and a filter bar with "All Items", **by RegionForest** (highlighted with an orange box), and "TestSki". Below the filter bar are columns: AREA Name, SNOW_RANGERS, CONTACT_NAME, and CONTACT_PHONE. The content is organized into regions: REGION : 01 - Northern Region (13), REGION : 02 - Rocky Mountain Region (31), REGION : 03 - Southwestern Region (11), REGION : 04 - Intermountain Region (23), REGION : 05 - Pacific Southwest Region (24), REGION : 06 - Pacific Northwest Region (22), and REGION : 09 - Eastern Region (8).

A Link to the By Region/Forest View Appears in Two Places

- Expand the region where your ski area is located by clicking its corresponding triangle icon. Then expand the appropriate forest within that region. A list appears of all ski areas in that forest. Image:

User Guide

All Items	by RegionForest	TestSki	...	Find an item	
✓	AREA Name	SNOW_RANGERS	CONTACT_NAME	CONTACT_PHONE	
▶ REGION : 01 - Northern Region (13)					
▶ REGION : 02 - Rocky Mountain Region (31)					
▶ FOREST : Arapaho-Roosevelt National Forest (5)					
Berthoud Pass Ski Area	...	 Ryon, Debra -FS	CharlieMayfield	303-569-0100	
Eldora Mountain Resort	...	 Oliva, Jaime -FS	GrahamAnderson	303-440-8700	
Loveland	...	 Ekstrand, Deb -FS	Kenneth Abrahamson	303-569-3203	
Mary Jane	...	 fslnlegacyuser			
Winter Park Resort	...	 fslnlegacyuser	GaryMcGraw	970-726-1527	
▶ FOREST : Bighorn National Forest (2)					
▶ FOREST : Grand Mesa Uncomp Gunnison National Forest (3)					
▶ FOREST : Medicine Bow-Routt National Forest (2)					

Expand Regions and Forests to See Ski Area Records

6. Click a ski area's name to open a popup window and view its details. Image:

SkiAreas - Lost Trail Powder Mountain Ski Area



VIEW

Edit Item
 Delete Item
 Manage

Version History
 Shared With
 Alert Me
 Workflows
 Actions

AREA Name	Lost Trail Powder Mountain Ski Area
AREA_URL	
REGION	01 - Northern Region
FOREST	Bitterroot National Forest
DISTRICT	Sula Ranger District
AREA_ADDRESS	
AREA_CITY	Sula
AREA_COUNTY	
AREA_STATE	MT
AREA_ZIP	
CONTACT_NAME	Bill, Judy, Scott Grasser
CONTACT_TITLE	
CONTACT_PHONE	
SNOW_RANGERS	<input type="checkbox"/> fsInlegacyuser

Example of Popup Window that Shows Ski Area Record Details

Note: Any ropeways associated with the ski area are listed at the bottom in the Ropeways section.

To edit a ski area record:

1. Use one of the methods described above to locate the ski area record you want to edit.
2. Click the name of the ski area to open a popup window and see its details.
3. Click the **Edit Item** button that appears in the SharePoint ribbon.
The fields in the details popup window become editable. Image:

SkiAreas - Discovery Ski Area



EDIT	
Save	Cancel
Paste	Cut Copy
Delete Item	Attach File
Spelling	ABC
Commit	Clipboard Actions Spelling

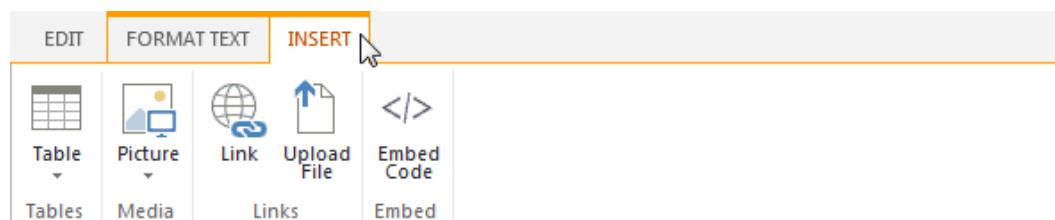
AREA Name *	Discovery Ski Area
AREA_URL	
REGION	01 - Northern Region
FOREST	Beaverhead-Deerlodge National Forest
DISTRICT	Pintler Ranger District
AREA_ADDRESS	
AREA_CITY	Georgetown Lake
AREA_COUNTY	
AREA_STATE	MT

Ski Area Popup Window in Edit Mode

- Edit the record's fields.

Tip: For more about what information to enter in each field, see the field definitions topic for the [Create a New Ski Area Screen](#).

- Entering a web site address (AREA_URL field) and attaching an operation plan (SIGNED_OP_PLAN field) require special steps in SharePoint:
 - Place your cursor into the field.
 - Click the **Insert** tab in the SharePoint ribbon. Image:



The Insert Tab on the SharePoint Ribbon

- o For web site addresses (AREA_URL field), click the Link icon and follow the instructions.
 - o For the signed operations plan (SIGNED_OP_PLAN field), click the Upload File icon and follow the instructions.
 - o The web site address or document will appear as a link in the respective field.
6. Click **Save**.
The record is saved and you are returned to the screen, or view, from which you opened the ski area record.
-

Create a New Ski Area

This topic describes how to create a new ski area. Before creating a new ski area, please search for your ski area to ensure that it doesn't already exist in the application.

Note: To create a new ski area record, you must be a member of the Site Members or Site Owners groups. See the [User Groups](#) topic for more information.

To create a new ski area:

1. From the [application home page](#), click the **Ski Areas** link that appears near the top of the Navigation Frame.

A list appears of all ski area records in the application. [Image:](#)

SharePoint Newsfeed OneDrive Sites Cowles, Jeffrey D -FS

BROWSE ITEMS LIST

EDIT LINKS Search this site

Home

Ski Areas new item or edit this list

All Items by RegionForest TestSki Find an item

AREA Name	REGION	FOREST	DISTRICT
Ski Apache Ski Area 2	03 - Southwestern Region	Lincoln National Forest	Smokey Bear Ranger District
Red River Ski Area	03 - Southwestern Region	Carson National Forest	Questa Ranger District
Sandia Peak Tramway	03 - Southwestern Region	Cibola National Forest	Sandia Ranger District
Santa Fe Ski Area	03 - Southwestern Region	Santa Fe National Forest	Espanola Ranger District
Mount Lemmon Ski Area	03 - Southwestern Region	Coronado National Forest	Santa Catalina Ranger District
Sipapu Ski Area	03 - Southwestern Region	Carson National Forest	Camino Real Ranger District
Taos Ski Valley	03 - Southwestern Region	Carson National Forest	Questa Ranger District
Ski Cloudcroft Ski Area	03 - Southwestern Region	Lincoln National Forest	Sacramento Ranger District
Williams Ski Area	03 - Southwestern Region	Kaibab National Forest	Williams Ranger District
Aspen Highlands	02 - Rocky Mountain Region	White River National Forest	West Zone/Aspen Ranger Distr

1 - 10

The Ski Area Page

2. Click the **New Item** link that appears near the top of the screen. The Ski Areas - New Item popup window appears. [Image:](#)

SkiAreas - New Item [Close]

EDIT

Save Cancel Paste Copy Attach File Spelling

Commit Clipboard Actions Spelling

AREA Name *

AREA_URL

REGION

FOREST

DISTRICT

AREA_ADDRESS

AREA_CITY

AREA_COUNTY

AREA_STATE

AREA_ZIP

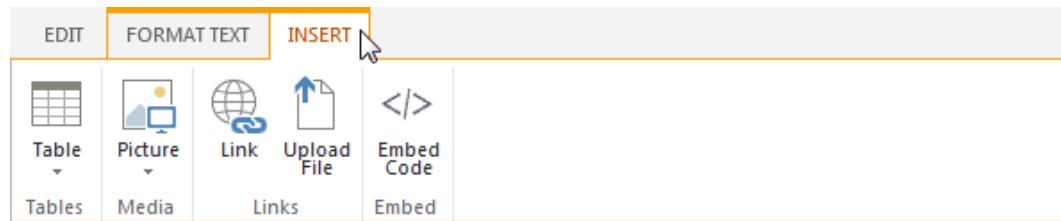
CONTACT_PHONE

The Ski Areas - New Item Popup Window

3. Enter details about the new ski area.
 - o Required fields are identified with an asterisk.
 - o Mouse-over a field will display hint text.

Tip: For more about what information to enter in each field, see the field definitions topic for the [Create a New Ski Area Screen](#).

4. Entering a web site address (AREA_URL field) and attaching an operation plan (SIGNED_OP_PLAN field) require special steps in SharePoint:
 - o Place your cursor into the field.
 - o Click the **Insert** tab in the SharePoint ribbon. Image:



The Insert Tab on the SharePoint Ribbon

- o For web site addresses (AREA_URL field), click the Link icon and follow the instructions.
 - o For the signed operations plan (SIGNED_OP_PLAN field), click the Upload File icon and follow the instructions.
 - o The web site address or document will appear as a link in the respective field.
5. Click **Save** to save the new ski area record.
The application home page appears.
-

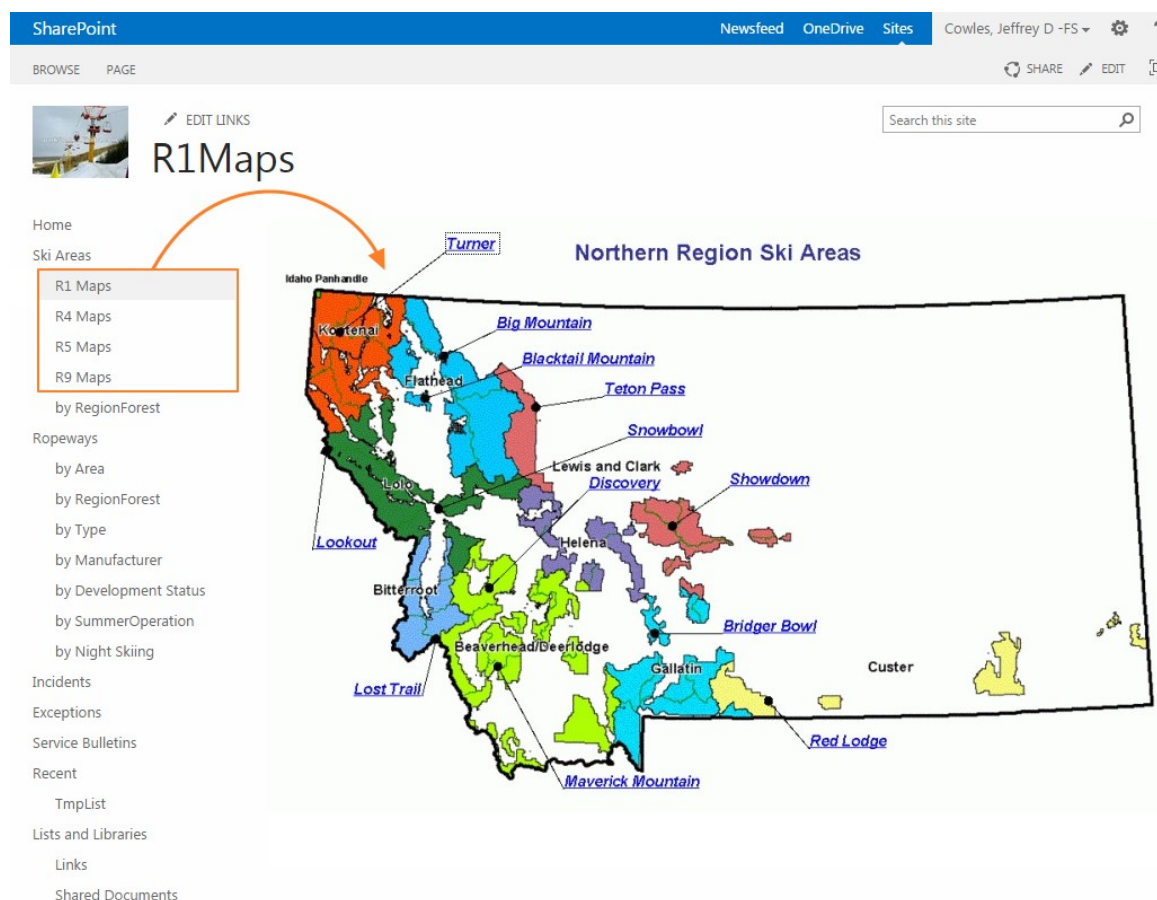
View Ski Area Maps

The {Platform Name} contains several static maps that depict, by region, where ski areas are located on managed lands. This topic describes how to open and view those maps.

To view a ski area map:

1. From the [application home page](#), click one of the regional map links that appear in the Ski Areas section of the Navigation Frame.

A map appears, showing all ski areas in that region. [Image:](#)



Click a Region to See its Map

2. Print a map by right-clicking on the map and then selecting **Print picture....**
3. Save a copy of the map by right-clicking and then selecting **Save picture as....**

Ropeways

This section of the User Guide discusses how to search for and edit existing ropeway records and also how to create new ropeway records.

Create a New Ropeway

This topic describes how to create a new ropeway record. Before creating a new record, [search for it](#) to be sure it does not already exist.

Notes:

- To create a new ropeway record, you must be a member of the Site Members or Site Owners groups. See the [User Groups](#) topic for more information.
- The steps below describe how to enter common information about the ropeway. Entering full technical details about tension systems, electrical systems, brakes, and more is done in a separate process. See the [Search for and Edit a Ropeway](#) topic for details.

To create a new ropeway:

1. [Search for the ski area](#) for which you want to create a new ropeway record.
2. Click the ski area's name to open the details screen. Image:
Any existing ropeways associated with this ski area appear at the bottom of the window in the Ropeways section.

SkiAreas - Berthoud Pass Ski Area

VIEW

Edit Item

Version History

Alert Me

Shared With

Delete Item

Workflows

Manage

Actions

AREA Name

Berthoud Pass Ski Area

AREA_URL

REGION

02 - Rocky Mountain Region

FOREST

Arapaho-Roosevelt National Forest

DISTRICT

Clear Creek Ranger District

AREA_ADDRESS

P.O. Box 1110

AREA_CITY

Silver Creek

AREA_COUNTY

Clear Creek

AREA_STATE

CO

AREA_ZIP

80446

CONTACT_NAME

CharlieMayfield

CONTACT_TITLE

Vice president of Operations

CONTACT_PHONE

303-569-0100

SNOW_RANGERS

☐ Ryon, Debra -FS

SIGNED_OP_PLAN

OP_PLAN_DATE

LAST_UPDATE

UNID

6118AD2CB9C07CAA87256D9B00511AB4

Created at 9/8/2003 8:45 AM by ☐ Sutton, Frank W -FS

Last modified at 1/3/2013 5:08 PM by ☐ Sutton, Frank W -FS

Close

Ropeways

+ new item or edit this list

✓ Ropeway

The Divide ...

Mines Peak ...

Example of Popup Window that Shows Ski Area Record Details

3. Scroll to the Ropeways section at the bottom of the window and click **New Item**.

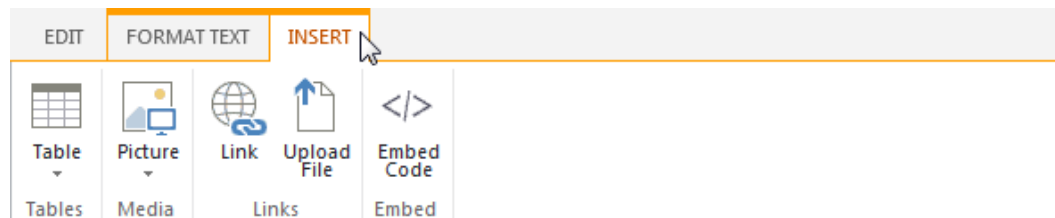
The Ropeway – New Item window appears. Image:

The New Ropeway Screen

4. Enter details about the new ropeway. Required fields are identified with an asterisk.

Tip: For more information about what to type into each field, see the [Create a New Ropeway Screen](#) field definitions topic.

5. Entering supporting documents in the Photos, Documentation, etc. field require special steps in SharePoint:
 - o Place your cursor into the field.
 - o Click the **Insert** tab in the SharePoint ribbon. Image:



The Insert Tab on the SharePoint Ribbon

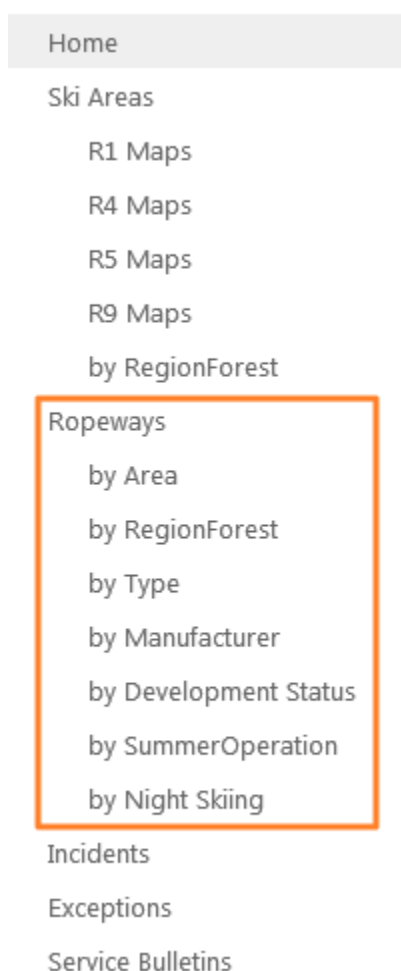
- o Click the **Table**, **Picture**, **Link**, or **Upload File** links for the type of supporting documentation you want to add.
 - o Follow the instructions on screen.
 - o When finished, the item you added appears as a link in the Photos, Documentation, etc. field.
6. Click **Save**.
You are returned to the ski area details screen. Your new ropeway appears in the Ropeways section at the bottom.

Search for a Ropeway and View its Details

This help topic describes how to search for a ropeway record and how to view its details.

To search for a ropeway:

1. From the [application home page](#), select one of the ropeway views that appear in the navigation frame. Image:
The view appears in the main content area. The ropeway records within a view are organized by one or more categories such as Region/Forest, Manufacturer, or Development Status.



Ropeways Views in the Navigation Frame

Tip: For details about the ropeway views and the types of records they contain, see the [Ropeway Views](#) topic.

2. Expand a category (and any subcategories) by clicking the corresponding triangle icons. Image:

User Guide

Ski Areas

- R1 Maps
- R4 Maps
- R5 Maps
- R9 Maps
- by RegionForest

Ropeways

- by Area**
- by RegionForest
- by Type
- by Manufacturer
- by Development Status
- by SummerOperation
- by Night Skiing

Incidents

Exceptions

Service Bulletins

Recent

- RopewayAttachmentsDocLib
- TmplList

Lists and Libraries

- Links
- Shared Documents

EDIT LINKS

All Items **by Area** by Manufacturer ... Find an item

✓ Ropeway SKIAREAS PrintAll

▷ **SKIAREAS : (8)**

▷ **SKIAREAS : 49 Degrees North Ski Area (5)**

▷ **SKIAREAS : Alpine Meadows (15)**

▲ **SKIAREAS : Berthoud Pass Ski Area (2)**

Mines Peak ... Berthoud Pass Ski Area

The Divide ... Berthoud Pass Ski Area

▷ **SKIAREAS : Big Mountain Ski Area (9)**

▷ **SKIAREAS : Blacktail Mountain Ski Area (4)**

▷ **SKIAREAS : Bogus Basin Ski Resort (11)**

▷ **SKIAREAS : Boreal Mountain Resort (14)**

▷ **SKIAREAS : Breckenridge Ski Corp. (34)**

▷ **SKIAREAS : Brian Head Resort Inc. (10)**

▷ **SKIAREAS : Bridger Bowl Ski Area (9)**

▷ **SKIAREAS : Brighton Ski Resort (12)**

Example: The BY Ski Area View

3. Click the ropeway's name.
The Ropeway summary screen appears. From here you can access different details about the Ropeway record. Image:

Ropeway Info(Ropeway Equipment,General Specs,Drives(Primary,Secondary and Territory))

✓	Edit	RopewayDisplayForm	SKIAREAS	Night Skiing	Summer Operation	PrintAll
		Mines Peak	Berthoud Pass Ski Area			

Rope Specs,Tension Systems,Towers & Grips,Brakes and Electrical Systems

✓	Edit	Ropeway
		Mines Peak ...

Incidents

new document or drag files here

✓		Name	Modified	Modified By
		incident_report_001-101	... September 26	Cowles, Jeffrey D -FS
		incident_report_001-101_v2	... September 26	Cowles, Jeffrey D -FS

Exceptions

new document or drag files here

✓		Name	Modified	Modified By
		exception_001-101 v1	... September 26	Cowles, Jeffrey D -FS

Service Bulletins

new document or drag files here

✓		Name	Modified	Modified By
		service-bulletin_001-101 v1	... September 26	Cowles, Jeffrey D -FS
		service-bulletin_001-101 v2	... September 26	Cowles, Jeffrey D -FS

The Ropeway Summary Screen

- To view the ropeway's equipment and general specifications, locate the section titled **Ropeway Info (Ropeway Equipment, General Specs, Drives (Primary, Secondary and Tertiary))** and click the name of the ropeway.
The Ropeway Details screen appears. When finished reviewing this screen, click **Close** to return to the Ropeway summary screen.
- To view the ropeway's full technical details, Locate section titled **Rope Specs, Tension Systems, Towers & Grips, Brakes and Electrical Systems** and click the name of the ropeway.
The Ropeway More screen appears. When finished reviewing this screen, click **Close** to return to the Ropeway summary screen.

Note: The technical details on the Ropeway More screen were not entered when the ropeway record was created. If your ropeway record does not have these details yet, and you want to add them, see Step 3 under To Edit a Ropeway below.

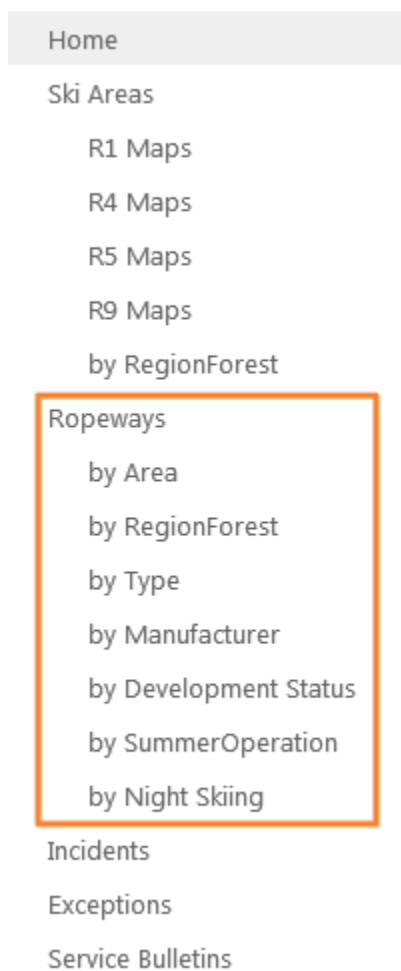
6. To view any incident, exception, or service bulletin documents associated with the ropeway, click the document's name where it appears under the **Incidents**, **Exceptions**, and **Service Bulletins** headings.
-

Edit a Ropeway

This topic describes how to edit a ropeway record's details.

To edit a ropeway's details:

1. From the [application home page](#), select one of the ropeway views that appear in the navigation frame. Image:
The view appears in the main content area. The ropeway records within a view are organized by one or more categories such as Region/Forest, Manufacturer, or Development Status.



Ropeways Views in the Navigation Frame

Tip: For details about the ropeway views and the types of records they contain, see the [Ropeway Views](#) topic.

2. Expand a category (and any subcategories) by clicking the corresponding triangle icons. Image:

Ski Areas

R1 Maps

R4 Maps

R5 Maps

R9 Maps

by RegionForest

Ropeways

by Area

by RegionForest

by Type

by Manufacturer

by Development Status

by SummerOperation

by Night Skiing

Incidents

Exceptions

Service Bulletins

Recent

RopewayAttachmentsDocLib

TmplList

Lists and Libraries

Links

Shared Documents

EDIT LINKS

All Items by Area by Manufacturer ...

Find an item

✓ Ropeway SKIAREAS PrintAll

SKIAREAS : (8)

SKIAREAS : 49 Degrees North Ski Area (5)

SKIAREAS : Alpine Meadows (15)

SKIAREAS : Berthoud Pass Ski Area (2)

Mines Peak ... Berthoud Pass Ski Area

The Divide ... Berthoud Pass Ski Area

SKIAREAS : Big Mountain Ski Area (9)

SKIAREAS : Blacktail Mountain Ski Area (4)

SKIAREAS : Bogus Basin Ski Resort (11)

SKIAREAS : Boreal Mountain Resort (14)

SKIAREAS : Breckenridge Ski Corp. (34)

SKIAREAS : Brian Head Resort Inc. (10)

SKIAREAS : Bridger Bowl Ski Area (9)



SKIAREAS : Brighton Ski Resort (12)

Example: The BY Ski Area View

- Click the ropeway's name.
The Ropeway summary screen appears. From here you can access different details about the Ropeway record. Image:

30

Ropeway Info(Ropeway Equipment,General Specs,Drives(Primary,Secondary and Territory))





✓	Edit	RopewayDisplayForm	SKIAREAS	Night Skiing	Summer Operation	PrintAll
		Mines Peak	Berthoud Pass Ski Area			
						

Rope Specs,Tension Systems,Towers & Grips,Brakes and Electrical Systems

✓	Edit	Ropeway
		Mines Peak ...




Incidents

[+ new document](#) or drag files here

✓		Name	Modified	Modified By
		incident_report_001-101	... September 26	 Cowles, Jeffrey D -FS
		incident_report_001-101_v2	... September 26	 Cowles, Jeffrey D -FS






Exceptions

[+ new document](#) or drag files here


✓		Name	Modified	Modified By
		exception_001-101 v1	... September 26	 Cowles, Jeffrey D -FS

Service Bulletins

[+ new document](#) or drag files here

✓		Name	Modified	Modified By
		service-bulletin_001-101 v1	... September 26	 Cowles, Jeffrey D -FS
		service-bulletin_001-101 v2	... September 26	 Cowles, Jeffrey D -FS

The Ropeway Summary Screen**Notes:**

- If you want to edit only the information entered at the time the ropeway record was created, continue with Step 4.
 - If you want to add or edit additional technical information (that was not entered at the time the record was created), skip to Step 8.
4. To edit the ropeway record's general details, locate the section titled **Ropeway Info (Ropeway Equipment, General Specs, Drives (Primary, Secondary and Tertiary))** and click the Edit icon () that appears beside the ropeway's name.

The Ropeway details screen appears, in edit mode. Image:

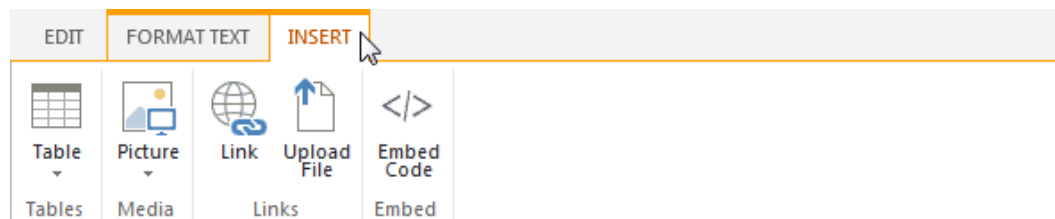
Ropeway - Mines Peak

The Ropeway Details Screen in Edit Mode

5. Edit the record's fields.

Tip: For more about what information to enter in each field, see the field definitions topic for the [Create a New Ropeway Screen](#).

6. Entering supporting documents in the Photos, Documentation, etc. field require special steps in SharePoint:
 - Place your cursor into the field.
 - Click the **Insert** tab in the SharePoint ribbon. Image:



The Insert Tab on the SharePoint Ribbon

- Click the **Table**, **Picture**, **Link**, or **Upload File** links for the type of supporting documentation you want to add.
 - Follow the instructions on screen.
 - When finished, the item you added appears as a link in the Photos, Documentation, etc. field.
7. Click **Save**.
The record is saved and you are returned to the Ropeway summary screen.
 8. To add or edit additional technical details, locate the section titled **Rope Specs, Tension Systems, Towers & Grips, Brakes and Electrical Systems** and click the Edit icon (✎) that appears beside the ropeway's name.
The Ropeway More screen appears. Image:

RopewaysMore - Mines Peak

EDIT

PAGE

Save

Cancel

Paste

Cut

Copy

Go!

Print

Delete Item

ABC

Commit

Clipboard

Actions

Spelling

Rope Specifications

Ropeway *

Mines Peak

Main Haul Rope Diameter(in/mm)

Haul Rope Specs

6X19/FC/RRLLIPS

Nominal Breaking Strength(tons)

Calculated Rope Safety Factor

Remarks

Haul Rope Manufacturer

Specify your own value:

Haul Rope Weight (lb/ft)

2

Maximum Uphill Rope Angle (worst case operating)(deg)

Year Manufactured

1988

The Ropeway More Edit Screen

- Edit the record's fields.

Tip: For more about what information to enter in each field, see the field definitions topic for the [Ropeway More Screen](#).

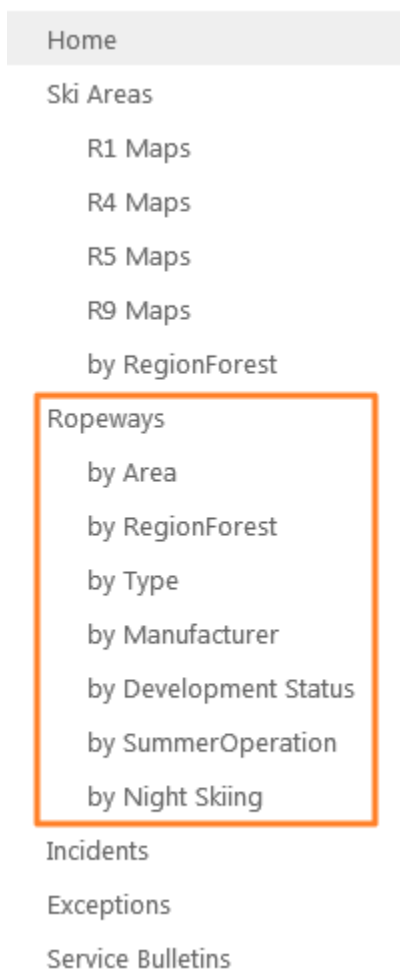
- Click **Save**.
The record is saved and you are returned to the Ropeway summary screen.
- Click the X in the top-right corner to close the Ropeway summary screen.

Print Ropeway Details

This topic describes how to print a hard copy of all details related to a ropeway.

To print a ropeway's details:

1. From the [application home page](#), select one of the ropeway views that appear in the navigation frame. Image:
The view appears in the main content area. The ropeway records within a view are usually organized by one or more categories such as Region/Forest, Manufacturer, or Development Status.



Ropeways Views in the Navigation Frame

Tip: For details about the ropeway views and the types of records they contain, see the [Ropeway Views](#) topic.

2. Expand a category (and any subcategories) by clicking the corresponding triangle icons. Image:

Ski Areas

R1 Maps

R4 Maps

R5 Maps

R9 Maps

by RegionForest

Ropeways

by Area

by RegionForest

by Type

by Manufacturer

by Development Status

by SummerOperation

by Night Skiing

Incidents

Exceptions

Service Bulletins

Recent

RopewayAttachmentsDocLib

TmpList

Lists and Libraries

Links

Shared Documents

EDIT LINKS

All Items by Area by Manufacturer ...

Find an item

✓ Ropeway SKIAREAS PrintAll

SKIAREAS : (8)

SKIAREAS : 49 Degrees North Ski Area (5)

SKIAREAS : Alpine Meadows (15)

SKIAREAS : Berthoud Pass Ski Area (2)

Mines Peak ... Berthoud Pass Ski Area

The Divide ... Berthoud Pass Ski Area

SKIAREAS : Big Mountain Ski Area (9)

SKIAREAS : Blacktail Mountain Ski Area (4)

SKIAREAS : Bogus Basin Ski Resort (11)

SKIAREAS : Boreal Mountain Resort (14)

SKIAREAS : Breckenridge Ski Corp. (34)

SKIAREAS : Brian Head Resort Inc. (10)

SKIAREAS : Bridger Bowl Ski Area (9)

SKIAREAS : Brighton Ski Resort (12)

Example: The BY Ski Area View

- Click the print icon that appears to the right of the ropeway's name. Image: A printer-friendly summary of the ropeway's complete details appears in a new window.

SKIAREAS : Berthoud Pass Ski Area (2)

Mines Peak ... Berthoud Pass Ski Area

The Divide ... Berthoud Pass Ski Area

8419

8418

A Print Icon Appears Beside Each Ropeway Record

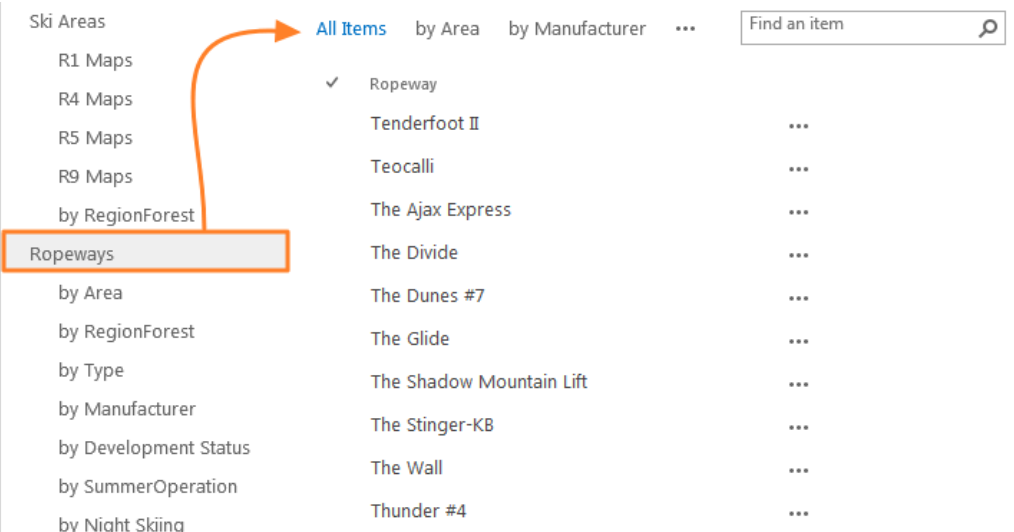
Tip: You can also print from the ropeway's details summary page. Click the ropeway name to open the summary page and then click the print icon that appears in the Ropeway Info section.

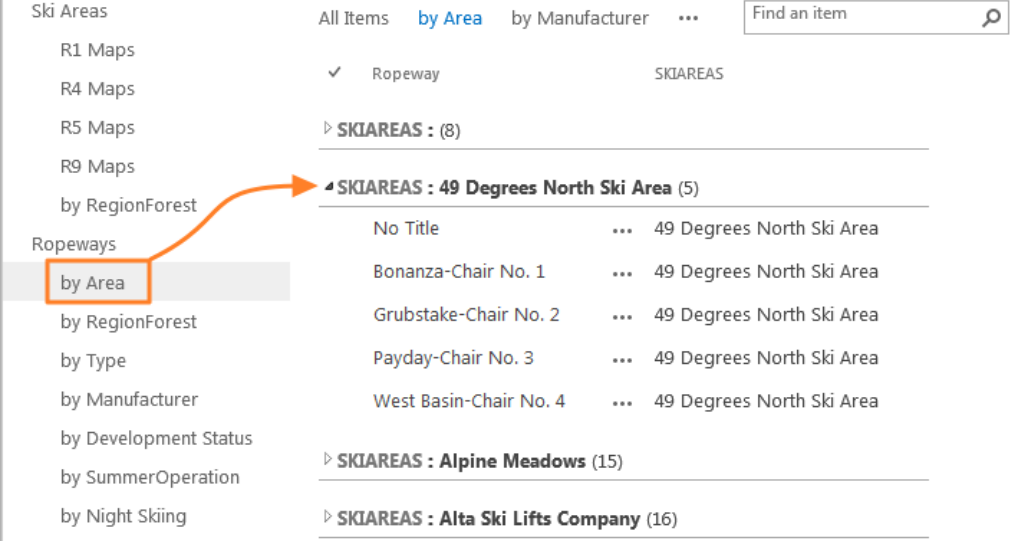
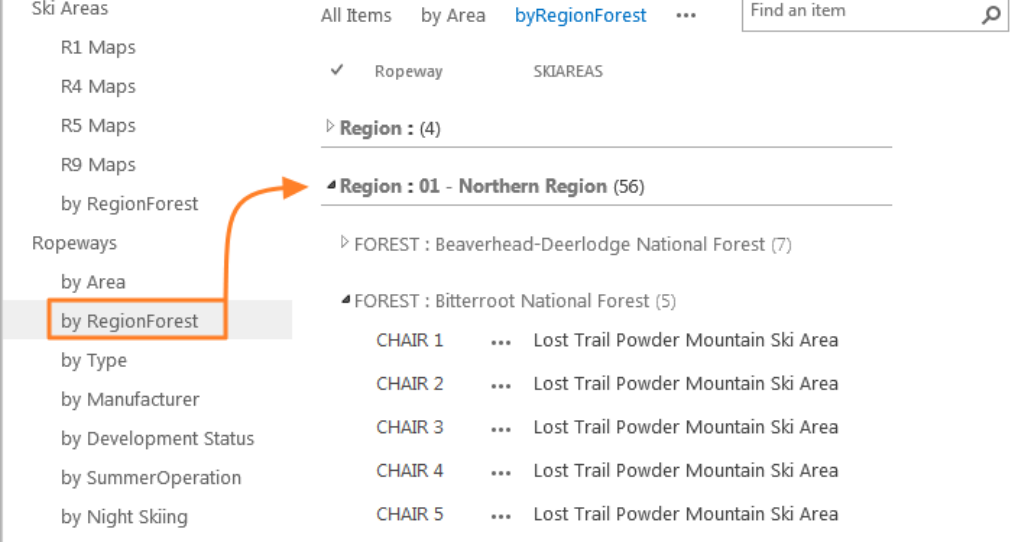
4. Click the print icon that appears at the top-left of the printer-friendly page. A standard print dialog window appears.
 5. Select the destination printer, number of copies, and other parameters and click **Print**.
A hard copy of the ropeway record prints.
 6. Click **Close** to close the printer-friendly window.
You are returned to the view from which you began.
-

Ropeway Views

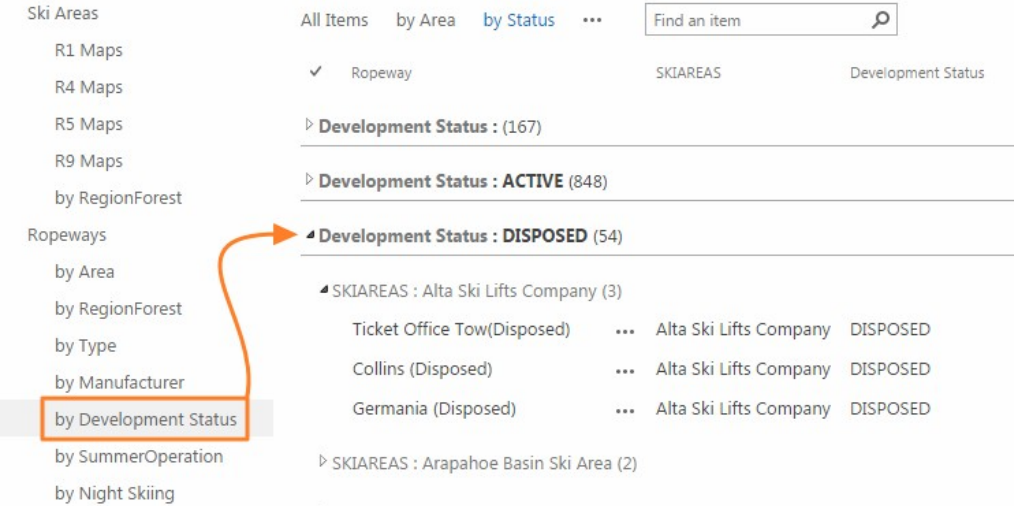
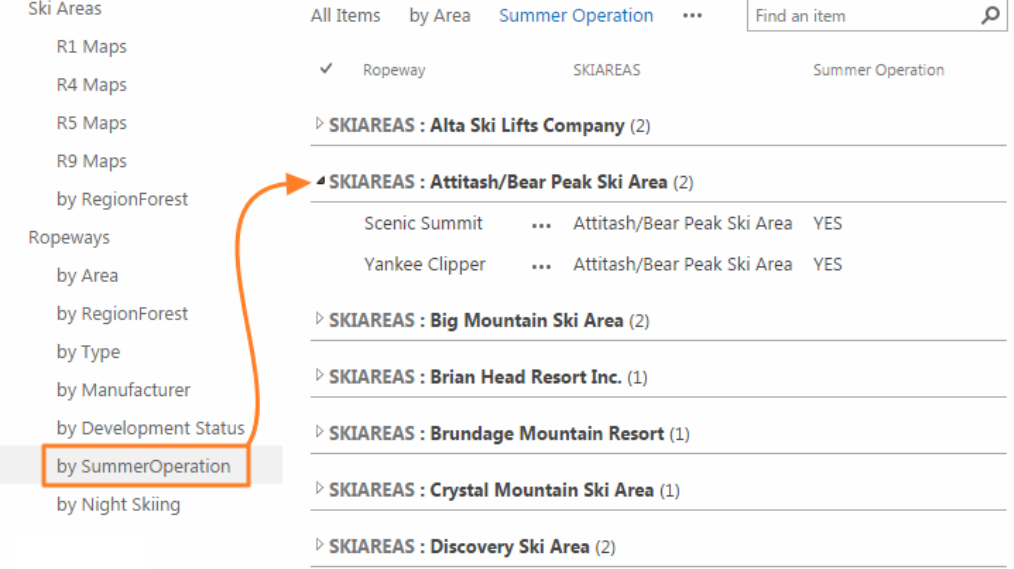
The {Platform Name} uses predefined views as the primary method for searching for and locating ropeway records. These views appear on the [application home page](#), in the navigation frame under the Ropeways heading. Each view sorts ropeway records according to unique criteria, such as by the ropeway's manufacturer or by its development status.

This help topic gives further details about each view.

View Name	Description	Screen Capture
All Items (Ropeways)	<p>This view displays all ropeway records in the database, in alphabetical order.</p> <p>Columns Included:</p> <ul style="list-style-type: none">Ropeway (name) <p>Tip: Access this view by clicking the Ropeways heading in the navigation frame.</p>	 <p>Ski Areas</p> <p>R1 Maps</p> <p>R4 Maps</p> <p>R5 Maps</p> <p>R9 Maps</p> <p>by RegionForest</p> <p>Ropeways</p> <p>by Area</p> <p>by RegionForest</p> <p>by Type</p> <p>by Manufacturer</p> <p>by Development Status</p> <p>by SummerOperation</p> <p>by Night Skiing</p> <p>All Items by Area by Manufacturer ... Find an item 🔍</p> <p>✓ Ropeway</p> <p>Tenderfoot II ...</p> <p>Teocalli ...</p> <p>The Ajax Express ...</p> <p>The Divide ...</p> <p>The Dunes #7 ...</p> <p>The Glide ...</p> <p>The Shadow Mountain Lift ...</p> <p>The Stinger-KB ...</p> <p>The Wall ...</p> <p>Thunder #4 ...</p>

<p>By Area</p>	<p>Displays all ropeway records in the database, organized by the ski area they serve. Click a ski area's corresponding triangle icon to expand all ropeways within.</p> <p>Columns Included:</p> <ul style="list-style-type: none"> • Ropeway • Ski Area 	
<p>By RegionForest</p>	<p>Displays all ropeway records in the database, organized by the (1) region and (2) forest in which they're located. Click a region's, and then a forest's, corresponding triangle icon to expand all ropeways within.</p> <p>Columns included:</p> <ul style="list-style-type: none"> • Ropeway • Ski Area 	

By Type	<p>Displays all ropeway records in the database, organized by (1) its type and (2) the ski area it serves. Click the type's corresponding triangle icon, and then the ski area's icon, to expand all ropeways within.</p> <p>Columns included:</p> <ul style="list-style-type: none"> Ropeway Ski Area Lift Description Type 	
By Manufacturer	<p>Displays all ropeway records in the database, organized by the manufacturing company. Click the company's corresponding triangle icon to expand all ropeways within.</p> <p>Columns included:</p> <ul style="list-style-type: none"> Ropeway Ski Area Lift Description Type 	

<p>By Development Status</p>	<p>Displays all ropeway records in the database, organized by (1) development status and (2) ski area. Click the development status's corresponding triangle icon, and then the ski area's icon, to expand all ropeways within.</p> <p>Columns Included:</p> <ul style="list-style-type: none"> • Ropeway • Ski Area • Development Status 	 <p>Ski Areas</p> <p>All Items by Area by Status ... Find an item</p> <p>✓ Ropeway SKIAREAS Development Status</p> <p>▸ Development Status : (167)</p> <p>▸ Development Status : ACTIVE (848)</p> <p>▸ Development Status : DISPOSED (54)</p> <p>▸ SKIAREAS : Alta Ski Lifts Company (3)</p> <p>Ticket Office Tow(Disposed) ... Alta Ski Lifts Company DISPOSED</p> <p>Collins (Disposed) ... Alta Ski Lifts Company DISPOSED</p> <p>Germania (Disposed) ... Alta Ski Lifts Company DISPOSED</p> <p>▸ SKIAREAS : Arapahoe Basin Ski Area (2)</p>
<p>By SummerOperation</p>	<p>Displays only those ropeway records that have the Summer Operation box checked. Records are organized by ski area. Click a ski area's corresponding triangle icon to expand all ropeways within.</p> <p>Columns Included:</p> <ul style="list-style-type: none"> • Ropeway • Ski Area • Summer Operation 	 <p>Ski Areas</p> <p>All Items by Area Summer Operation ... Find an item</p> <p>✓ Ropeway SKIAREAS Summer Operation</p> <p>▸ SKIAREAS : Alta Ski Lifts Company (2)</p> <p>▸ SKIAREAS : Attitash/Bear Peak Ski Area (2)</p> <p>Scenic Summit ... Attitash/Bear Peak Ski Area YES</p> <p>Yankee Clipper ... Attitash/Bear Peak Ski Area YES</p> <p>▸ SKIAREAS : Big Mountain Ski Area (2)</p> <p>▸ SKIAREAS : Brian Head Resort Inc. (1)</p> <p>▸ SKIAREAS : Brundage Mountain Resort (1)</p> <p>▸ SKIAREAS : Crystal Mountain Ski Area (1)</p> <p>▸ SKIAREAS : Discovery Ski Area (2)</p>

By Night Skiing

Displays only those ropeway records that have the Night Skiing box checked. Records are organized by ski area. Click a ski area's corresponding triangle icon to expand all ropeways within.

Columns Included:

- Ropeway
- Ski Area
- Night Skiing

Ski Areas

R1 Maps

R4 Maps

R5 Maps

R9 Maps

by RegionForest

Ropeways

by Area

by RegionForest

by Type

by Manufacturer

by Development Status

by SummerOperation

by Night Skiing

All Items by Area **Night Skiing** ...

Find an item

✓ Ropeway

SKIAREAS

Night Skiing

▴ **SKIAREAS : Bogus Basin Ski Resort (5)**

Handle Tow	...	Bogus Basin Ski Resort	Yes
Superior #3(Old)	...	Bogus Basin Ski Resort	Yes
Coach #7(Private)	...	Bogus Basin Ski Resort	Yes
Morning Star #2(Private)	...	Bogus Basin Ski Resort	Yes
Deer Point #1	...	Bogus Basin Ski Resort	Yes

▸ **SKIAREAS : Boreal Mountain Resort (2)**

▸ **SKIAREAS : Brighton Ski Resort (3)**

▸ **SKIAREAS : Hoodoo Ski Bowl (2)**

▸ **SKIAREAS : Kelly Canyon Ski Area (3)**

Attach an Incident Report

This topic describes how to attach a new incident report to a ropeway record.

Note: You must be a member of the Site Owner or Site Members groups to perform this task. See the [User Groups](#) topic for additional information.

To attach an incident report:

1. [Search for the ropeway record](#) to which you want to attach the incident report.
2. Click the ropeway's name.
The Ropeway details summary screen appears. Existing Incident reports are shown in the Incidents section at the bottom. [Image:](#)

Ropeway Info(Ropeway Equipment,General Specs,Drives(Primary,Secondary and Territory))

✓

Edit


RopewayDisplayForm

SKIAREAS

Night Skiing


Summer Operation

PrintAll



Mines Peak

Berthoud Pass Ski Area



Rope Specs,Tension Systems,Towers & Grips,Brakes and Electrical Systems

✓

Edit

Ropeway



Mines Peak






...

Incidents

+

new document

or drag files here




✓		Name		Modified	Modified By
		incident_report_001-101	...	September 26	 Cowles, Jeffrey D -FS
		incident_report_001-101_v2	...	September 26	 Cowles, Jeffrey D -FS

Exceptions

+

new document

or drag files here






✓		Name		Modified	Modified By
		exception_001-101 v1	...	September 26	 Cowles, Jeffrey D -FS

Service Bulletins

+

new document

or drag files here

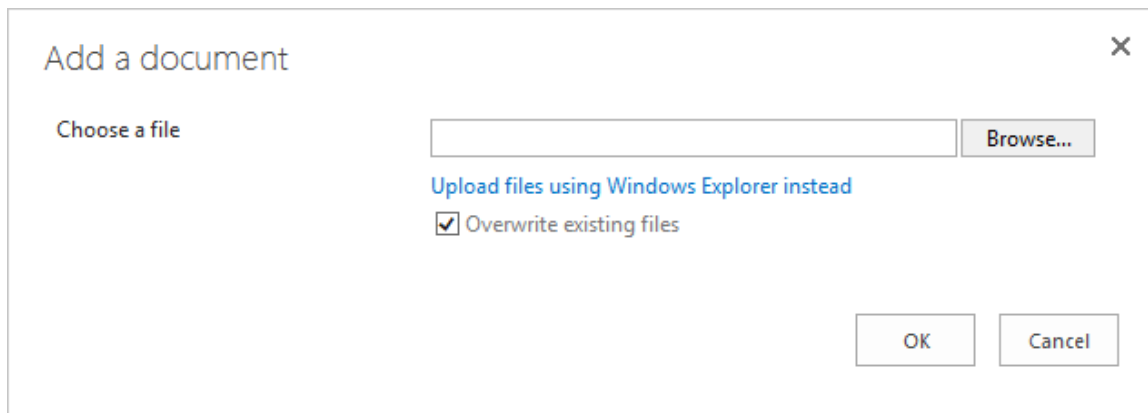
✓		Name		Modified	Modified By
		service-bulletin_001-101 v1	...	September 26	 Cowles, Jeffrey D -FS
		service-bulletin_001-101 v2	...	September 26	 Cowles, Jeffrey D -FS

The Ropeway Details Screen

Tip: To view an existing incident report, click its title. The document will download and then open inside your web browser window.

3. Click **New Document**.

The Add a Document dialog box appears. Image:



The Add a Document Popup Box

4. Click **Browse...**

A standard Windows Open File dialog appears.

5. Navigate to and select the desired file from where it is saved on your computer and click **Open**.

You are returned to the Add a Document dialog box. The name of your file appears beside the Browse... button.

6. Click **OK**.

A short form appears where you will enter details about the file. Image:

Incidents - incident_report_001-101_v2.pdf

EDIT

Check In

Cancel

Paste

Cut

Copy

Delete Item

Commit

Clipboard

Actions

The document was uploaded successfully and is checked out to you. Check that the fields below are correct and that all required fields are filled out. The file will not be accessible to other users until you check in.

Name *
.pdf

SkiArea *

Ropeway *

Created at 8/27/2014 6:42 AM by ☐ Cowles, Jeffrey D -FS

Last modified at 8/27/2014 6:42 AM by ☐ Cowles, Jeffrey D -FS

Save

Cancel

The File Details Popup Window

- Type a name for the document (if different from the original file name) as well as the ski area and the ropeway to which the incident applies. All three fields are mandatory.

Note: The Ski Area and Ropeway names must be typed accurately (case sensitive & correct spelling) for the incident document to correctly link to the ropeway.

- Click **Save**.
The file and its details are saved. You are returned to the ropeway's details summary window. The new incident file appears in the Incidents section.

Attach an Exception

This topic describes how to attach an exception document to a ropeway record.

American National Standard for Passenger Ropeways (ANSI B77.1) section 1.2.3 permits the {Company Name} as the “Authority having Jurisdiction” over ropeways on National Forest System lands, to grant exceptions to the “literal requirements or permit the use of the devices or methods that provide features comparable to those included in the standard.”

Interim Directive 7320-2002-1 (see “Directives” in System navigator) outlines procedures to follow when there is a written exception request by a Permit Holder.



M-7321.21 requires that Staff Engineers recommend action when such exceptions are requested.

Note: You must be a member of the Site Owner or Site Members groups to perform this task. See the [User Groups](#) topic for additional information.

To attach an exception document:

1. [Search for the ropeway record](#) to which you want to attach the exception document.
2. Click the ropeway's name.
The Ropeway details summary screen appears. Existing exception documents are shown in the Exceptions section at the bottom. [Image:](#)


Ropeway Info(Ropeway Equipment,General Specs,Drives(Primary,Secondary and Territory))






✓	Edit	RopewayDisplayForm	SKIAREAS	Night Skiing	Summer Operation	PrintAll
		Mines Peak	Berthoud Pass Ski Area			

Rope Specs,Tension Systems,Towers & Grips,Brakes and Electrical Systems


✓	Edit	Ropeway	
		Mines Peak	...




Incidents

 new document or drag files here


✓		Name		Modified	Modified By
		incident_report_001-101	...	September 26	 Cowles, Jeffrey D -FS
		incident_report_001-101_v2	...	September 26	 Cowles, Jeffrey D -FS






Exceptions

 new document or drag files here

✓		Name		Modified	Modified By
		exception_001-101 v1	...	September 26	 Cowles, Jeffrey D -FS

Service Bulletins

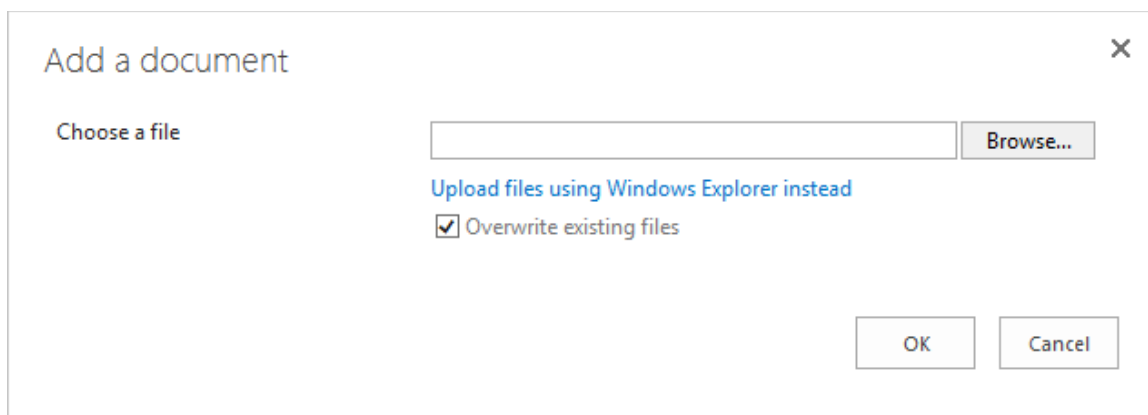
 new document or drag files here

✓		Name		Modified	Modified By
		service-bulletin_001-101 v1	...	September 26	 Cowles, Jeffrey D -FS
		service-bulletin_001-101 v2	...	September 26	 Cowles, Jeffrey D -FS

The Ropeway Details Screen

Tip: To view an existing exception document, click its title. The document will download and then open inside your web browser window.

3. Click **New Document**.
The Add a Document dialog box appears. Image:



Add a document

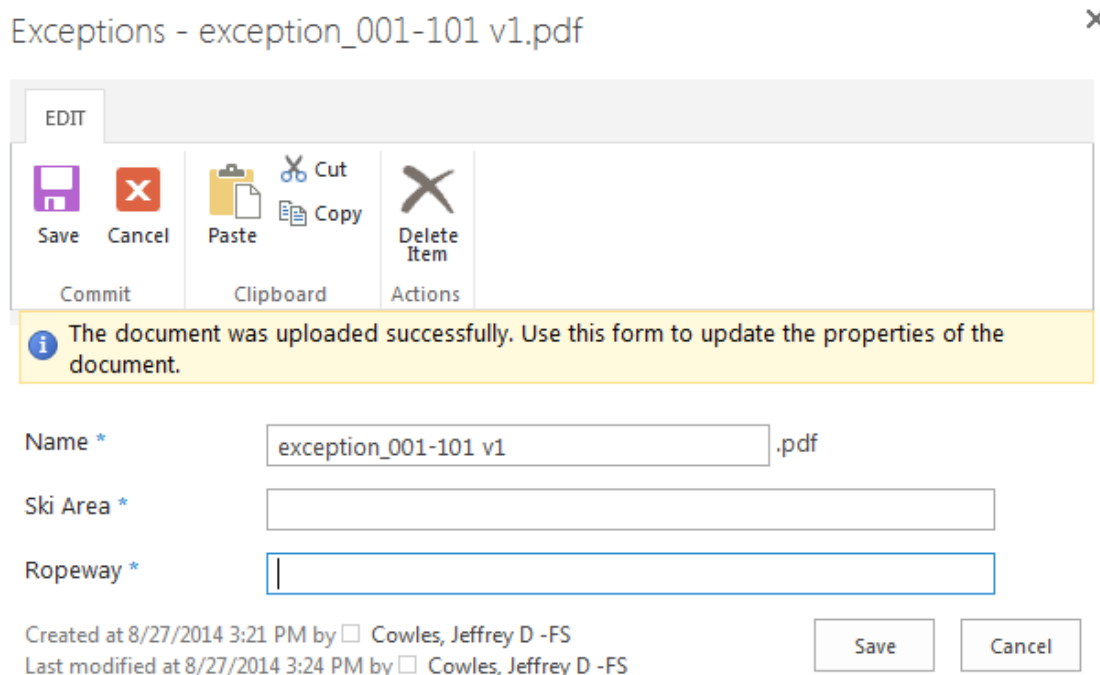
Choose a file

[Upload files using Windows Explorer instead](#)

☒ Overwrite existing files

The Add a Document Popup Box

- Click **Choose File**.
A standard Windows choose file dialog appears.
- Navigate to and select the desired file from where it is saved on your computer and click **Open**.
You are returned to the Add a Document dialog box. The name of your file appears beside the Browse... button.
- Click **OK**.
A short form appears where you will enter details about the file. Image:



Exceptions - exception_001-101 v1.pdf

EDIT

Save Cancel Paste Cut Copy Delete Item

Commit Clipboard Actions

i The document was uploaded successfully. Use this form to update the properties of the document.

Name * .pdf

Ski Area *

Ropeway *

Created at 8/27/2014 3:21 PM by ☐ Cowles, Jeffrey D -FS
Last modified at 8/27/2014 3:24 PM by ☐ Cowles, Jeffrey D -FS

The File Details Popup Window

- Type a name for the document (if different from the original file name) as well as the ski area and the ropeway to which the exception applies. All three fields are mandatory.

Note: The Ski Area and Ropeway names must be typed accurately (case sensitive & correct spelling) for the exception document to correctly link to the ropeway.

8. Click **Save**.
The file and its details are saved. You are returned to the ropeway's details summary window. The new exception document appears in the Exceptions section.
-

Attach a Service Bulletin

This topic describes how to attach a service bulletin to a ropeway record.

Note: You must be a member of the Site Owner or Site Members groups to perform this task. See the [User Groups](#) topic for additional information.

To attach a **Service Bulletin** report:

1. [Search for the ropeway record](#) to which you want to attach the service bulletin.
2. Click the ropeway's name.
The Ropeway details summary screen appears. Existing service bulletins are shown in the Service Bulletins section at the bottom. [Image:](#)

Ropeway Info(Ropeway Equipment,General Specs,Drives(Primary,Secondary and Territory))

✓	Edit	RopewayDisplayForm	SKIAREAS	Night Skiing	Summer Operation	PrintAll
		Mines Peak	Berthoud Pass Ski Area			

Rope Specs,Tension Systems,Towers & Grips,Brakes and Electrical Systems

✓	Edit	Ropeway
		Mines Peak ...

Incidents

new document or drag files here

✓		Name	Modified	Modified By
		incident_report_001-101	... September 26	Cowles, Jeffrey D -FS
		incident_report_001-101_v2	... September 26	Cowles, Jeffrey D -FS

Exceptions

new document or drag files here

✓		Name	Modified	Modified By
		exception_001-101 v1	... September 26	Cowles, Jeffrey D -FS

Service Bulletins

new document or drag files here

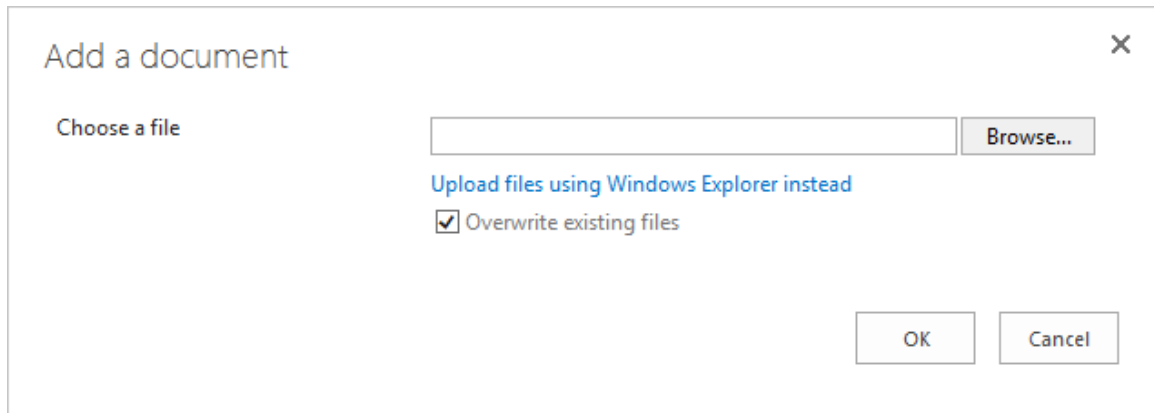
✓		Name	Modified	Modified By
		service-bulletin_001-101 v1	... September 26	Cowles, Jeffrey D -FS
		service-bulletin_001-101 v2	... September 26	Cowles, Jeffrey D -FS

The Ropeway Details Screen

Tip: To view an existing service bulletin, click its title. The document will download and then open inside your web browser window.

3. Click **New Document**.

The Add a Document dialog box appears. Image:



The Add a Document Popup Box

4. Click **Browse...**

A standard Windows Open File dialog appears.

5. Navigate to and select the desired file from where it is saved on your computer and click **Open**.


You are returned to the Add a Document dialog box. The name of your file appears beside the Browse... button.


6. Click **OK**.


A short form appears where you will enter details about the file. Image:



Service Bulletins - service-bulletin_001-101 v1.pdf ×


EDIT

 Check In
Commit

 Cancel

 Paste

 Cut
 Copy
Clipboard

 Delete Item
Actions

i The document was uploaded successfully and is checked out to you. Check that the fields below are correct and that all required fields are filled out. The file will not be accessible to other users until you check in.

Name *

× .pdf

SkiArea *

Ropeway *

Created at 8/27/2014 3:50 PM by ☐ Cowles, Jeffrey D -FS

Last modified at 8/27/2014 3:50 PM by ☐ Cowles, Jeffrey D -FS

Save

Cancel

The File Details Popup Window

7. Type a name for the document (if different from the original file name) as well as the ski area and the ropeway to which the service bulletin applies. All three fields are mandatory.

Note: The Ski Area and Ropeway names must be typed accurately (case sensitive & correct spelling) for the service bulletin to correctly link to the ropeway.

8. Click **Save**.
The file and its details are saved. You are returned to the ropeway's details summary window. The new service bulletin file appears in the Service Bulletins section.

Administrative Tasks

This section of the User Guide contains multiple help topics about administrative tasks you can perform to manage the {Platform Name}. These tasks include editing some of the lists of values used within the application as well as posting links, announcements, and shared documents that appear on the [application home page](#).

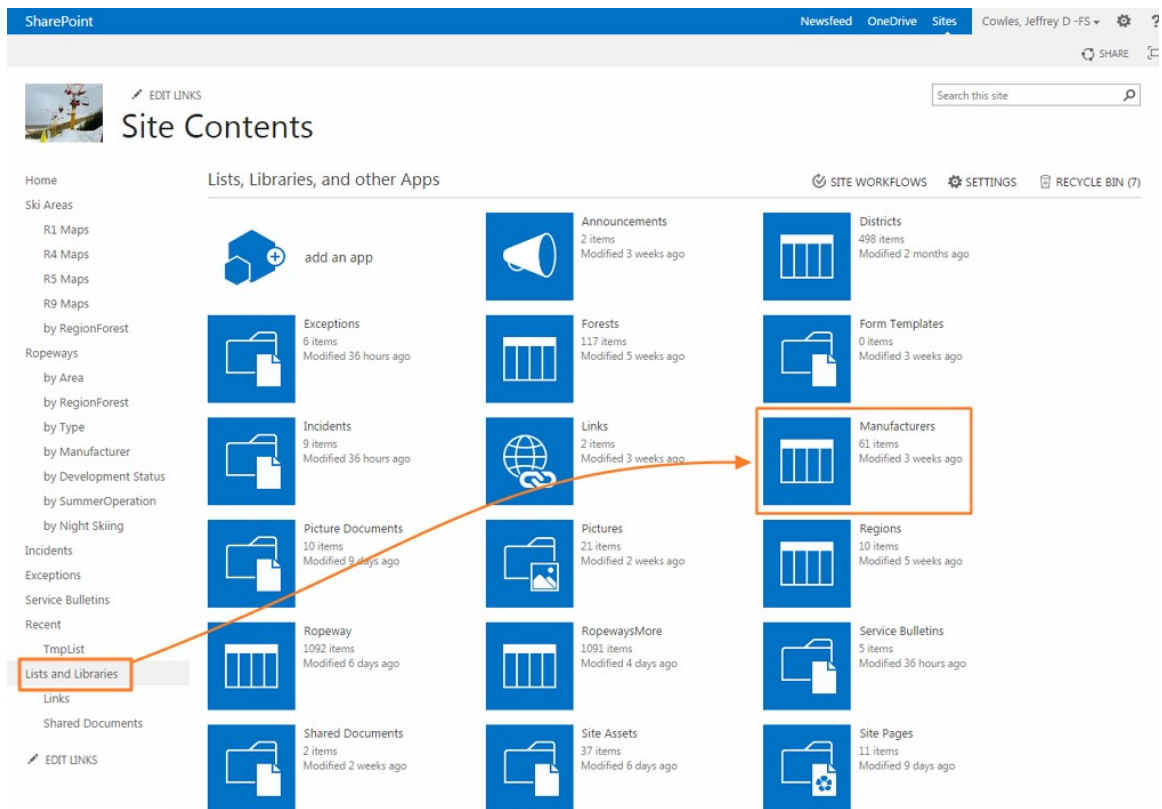
Edit the List of Manufacturers

A list of manufacturers appears as a drop down field when adding a new ropeway record. The {Platform Name} allows users to modify this list in order to keep it current.

Note: You must be a member of the Site Owners group to perform this task. See the [User Groups](#) topic for more information.

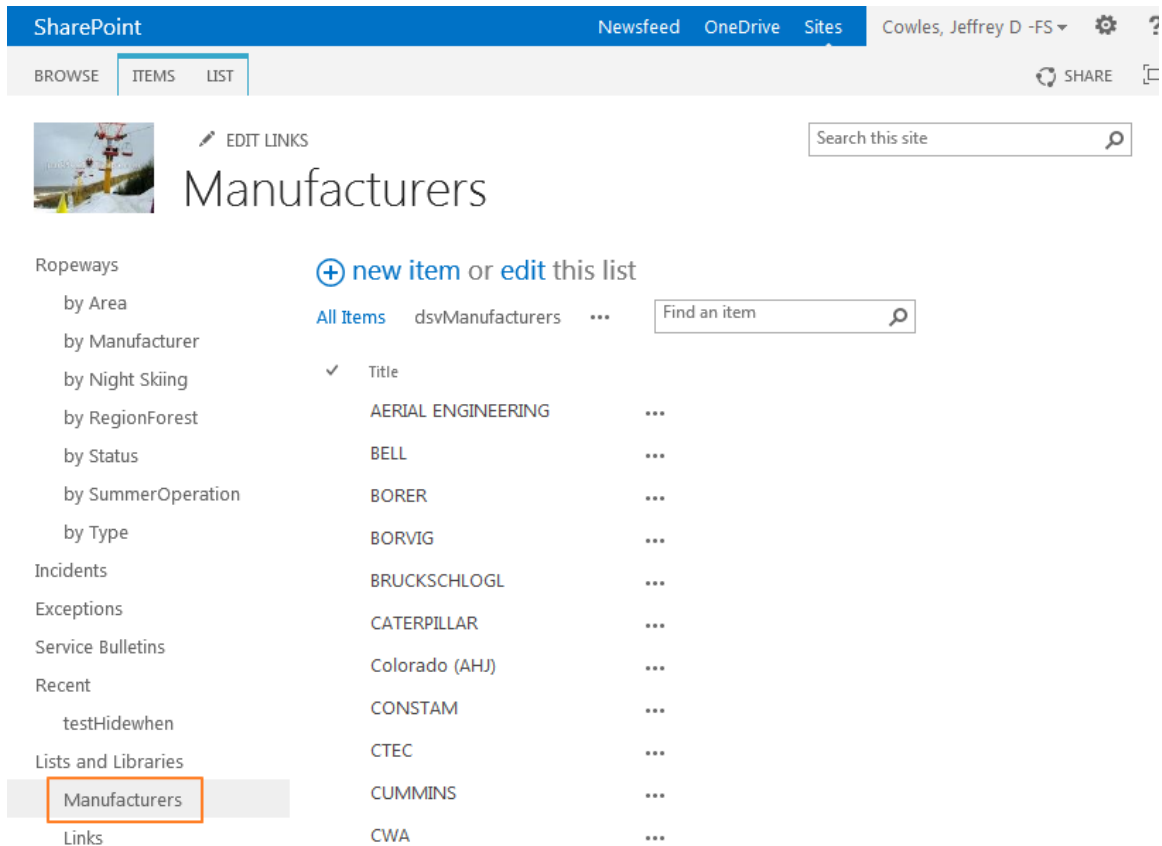
To edit the list of manufacturers:

1. From the [application home page](#), click **Lists and Libraries** where it appears near the bottom of the Navigation Frame. The Lists, Libraries, and other Apps page appears. [Image:](#)



The Lists, Libraries, and other Apps Page

2. Click the Manufacturers icon that appears on the right side of the page. The Manufacturers page appears. [Image:](#)



SharePoint Newsfeed OneDrive Sites Cowles, Jeffrey D -FS

BROWSE ITEMS LIST

EDIT LINKS Search this site

Manufacturers

⊕ new item or edit this list

All Items dsvManufacturers Find an item

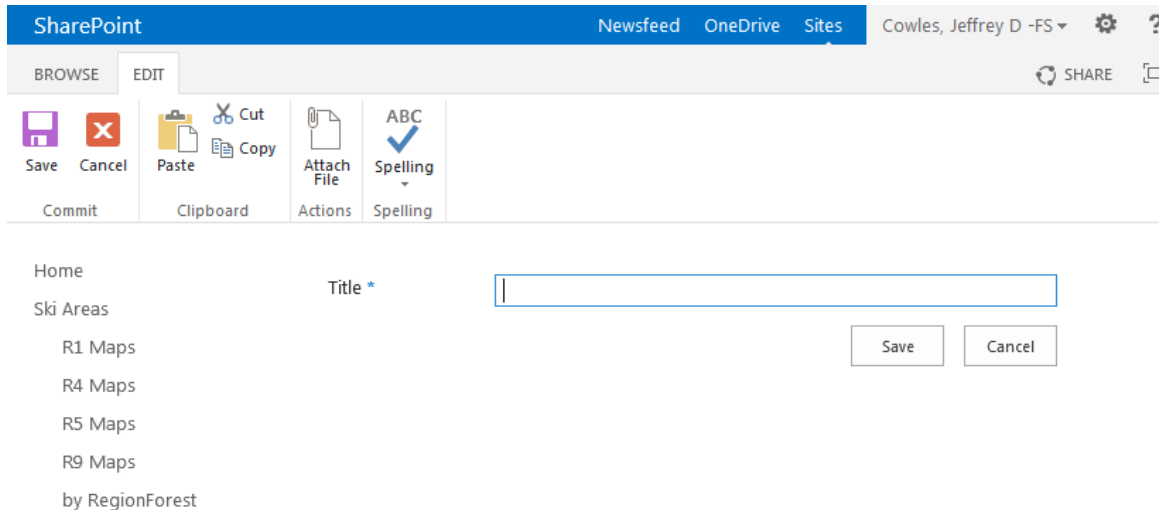
	Title	
✓	AERIAL ENGINEERING	...
	BELL	...
	BORER	...
	BORVIG	...
	BRUCKSCHLOGL	...
	CATERPILLAR	...
	Colorado (AHJ)	...
	CONSTAM	...
	CTEC	...
	CUMMINS	...
	CWA	...

by Area
by Manufacturer
by Night Skiing
by RegionForest
by Status
by SummerOperation
by Type

Incidents
Exceptions
Service Bulletins
Recent
testHidewhen
Lists and Libraries
Manufacturers
Links

The Manufacturers Page

3. Add a new manufacturer to the list by clicking **New Item**. The New Item screen appears. Image:



SharePoint Newsfeed OneDrive Sites Cowles, Jeffrey D -FS

BROWSE EDIT

Save Cancel Paste Copy Attach File Spelling

Commit Clipboard Actions Spelling

Home Title *

Ski Areas

R1 Maps R4 Maps R5 Maps R9 Maps by RegionForest

Save Cancel

The New Item Popup Window

4. Type the name of the new manufacturer in the Title field and click **Save**. You are returned to the Manufacturers page where your new manufacturer appears in the list.

Add a Link

This help topic describes how to add a link that appears in the Important Links box on the [application home page](#).

Note: You must be a member of the Site Owners group to perform this task. For more information, see the [User Groups](#) topic.

To add a link:

1. From the application home page, click **New Link** where it appears in the Important Links box on the right.
The New Item popup appears. [Image:](#)

The screenshot shows the SharePoint 'New Item' popup. The top bar includes the 'SharePoint' logo and navigation links for 'Newsfeed', 'OneDrive', and 'Sites'. The user's name 'Cowles, Jeffrey D -FS' and a settings icon are on the right. Below the top bar is a ribbon with 'BROWSE' and 'EDIT' tabs. The 'EDIT' tab is active, displaying icons for 'Save', 'Cancel', 'Paste', 'Copy', 'Cut', 'Spelling', and 'Commit'. The main content area features a navigation pane on the left with 'Home' selected, and a form on the right. The form has three input fields: 'URL *' (containing 'http://'), 'Type the Web address: (Click here to test)' (containing 'http://'), and 'Type the description:'. Below these is a large 'Notes' text area. At the bottom right of the form are 'Save' and 'Cancel' buttons.

The New Item Popup

Tip: You can also click the **Links** link in the navigation frame. Then from the Links page that appears, click **New Link**.

2. Type the web site address (URL), a description, and any notes.
 - o The web site address you enter in the URL field is the link's destination.
 - o The text you enter in the Description field will be what users see on the application home page.
 - o The text you enter in the Notes field will not be visible to users.
3. Click **Save**.
You are returned to the Links page and your new link record appears in the list.
4. Click **Home** at the top of the navigation frame to return to the application home page.

5. Verify that your new link appears in the list of Important Links on the right side of the home page.
-

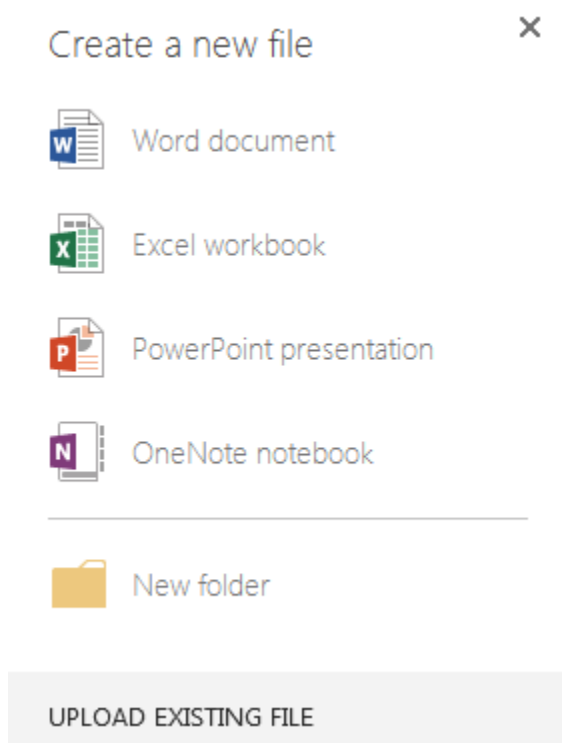
Add a Shared Document

This help topic describes how to add a shared document that appears as a link in the Shared Documents box on the [application home page](#).

Note: You must be a member of the Site Owners group to perform this task. For more information, see the [User Groups](#) topic.

To add a shared document:

1. From the application home page, click **New Document** where it appears in the Shared Documents box on the right.
The Create a New File popup window appears, from which you can create new Microsoft Office documents from within SharePoint or upload an existing file from your computer. [Image:](#)



The Create a New File Popup Window

Tip: You can also click the **Shared Documents** link in the navigation frame. Then from the Shared Documents page that appears, click **New Document**.

2. To create a new document from within SharePoint, select one of the Microsoft Office document types from the popup window: Word, Excel, PowerPoint, or OneNote.
The Create a New Document popup appears. [Image:](#)

The Create New Document Popup

3. Type a name for the new document and click **OK**.
The Microsoft Office application you selected opens inside your web browser.
4. Create the document, as desired. When you're finished, click **File > Save As**.
The Save As popup appears.
5. Verify the document's name (or enter a new name) and click **Save**.
6. Close the Microsoft Office web app by clicking the Exit icon (X) in the top right corner. Make sure you're closing the web app and not the web browser window.
The Shared Documents page appears and your new document appears in the list of documents. Skip to step 11.
7. To upload a document from your computer, click **Upload Existing File**.
The Add a Document dialog box appears. Image:

The Add a Document Dialog Box

8. Click **Browse...**.
A standard Windows Open File dialog appears.
9. Navigate to and select the desired file from where it is saved on your computer and click **Open**.
You are returned to the Add a Document dialog box. The name of your file appears beside the Browse... button.
10. Click **OK**.
You are returned to the Shared Documents page, where your document appears in the list.
11. Click **Home** at the top of the navigation frame to return to the application home page.

12. Verify that your new shared document record appears in the list of Shared Documents on the right side of the home page.
-

Add an Announcement

This help topic describes how to add an announcement that appears in the Announcements box on the [application home page](#).

Note: You must be a member of the Site Owners group to perform this task. For more information, see the [User Groups](#) topic.

To add an announcement:

1. Click **New Announcement** where it appears on the right side of the application home page, in the Announcements box. The new announcement entry form appears. [Image:](#)

The screenshot shows the SharePoint 'New Announcement' form. The top navigation bar includes 'SharePoint', 'Newsfeed', 'OneDrive', and 'Sites'. The user is logged in as 'Cowles, Jeffrey D -FS'. The form has a 'BROWSE' tab and an 'EDIT' tab. The 'EDIT' tab is active, showing a toolbar with 'Save', 'Cancel', 'Paste', 'Copy', 'Attach File', and 'Spelling'. The form has a 'Title' field and a 'Body' text area. On the left is a navigation pane with categories like 'Home', 'Ski Areas', 'R1 Maps', 'R4 Maps', 'R5 Maps', 'R9 Maps', 'by RegionForest', 'Ropeways', 'by Area', 'by Manufacturer', 'by Night Skiing', 'by RegionForest', 'by Status', and 'by SummerOperation'. At the bottom right are 'Save' and 'Cancel' buttons.

The New Announcement Page

2. Enter a title for the announcement and then a more complete description.
 - o The title will be what appears on the application home page.
 - o The description will be the detailed text that pops up when a user clicks the announcement's title.
3. Click **Save**.
You are returned to the home page where your new announcement appears in the Announcements section on the right side.
4. Verify that the announcement's title and the popup text appear as desired.

User Management

To access the {Platform Name}, and to edit or view the data contained within the system, users must belong to one of three groups of users: Site Owners, Site Members, and Site Visitors. Membership in one of those groups gives you the ability to perform certain tasks while preventing you from accessing other functionality. The help topics within this section describe how to add and remove users from these user groups.

User Groups

There are three user groups, or roles, within the {Platform Name}. Each user group has a pre-defined set of permissions that control what abilities the members of that group have and what tasks they can perform.

Group Name	Abilities
Site Owner	<p>Ski Areas</p> <ul style="list-style-type: none"> • Create New Ski Area • Search for and Edit Ski Areas • View Ski Area Maps <p>Ropeways</p> <ul style="list-style-type: none"> • Create a New Ropeway • Search for and Edit Ropeways <p>Incidents, Exceptions, & Service Bulletins</p> <ul style="list-style-type: none"> • Attach and View Ropeway Incident Documents • Attach and View Ropeway Exception Documents • Attach and View Ropeway Service Bulletins <p>Administrative Functions</p> <ul style="list-style-type: none"> • View and Edit List of Manufacturers • View, Add and Edit Important Links • View, Add and Edit Shared Documents • View, Add and Edit Announcements <p>User Management</p> <ul style="list-style-type: none"> • Add Users to and Remove Users from the Site Owner, Site Members, and Site Visitors Groups
Site Member	<p>Ski Areas</p> <ul style="list-style-type: none"> • Create New Ski Area • Search for and Edit Ski Areas • View Ski Area Maps <p>Ropeways</p> <ul style="list-style-type: none"> • Create a New Ropeway • Search for and Edit Ropeways • View and Attach Ropeway Incident Documents • View and Attach Ropeway Exception Documents • View and Attach Ropeway Service Bulletins <p>Administrative Functions</p> <ul style="list-style-type: none"> • View List of Manufacturers • View Important Links • View Shared Documents • View Announcements
Site Visitor	<p>Ski Areas</p> <ul style="list-style-type: none"> • Search Ski Areas

	<ul style="list-style-type: none">• View Ski Area Maps <p>Ropeways</p> <ul style="list-style-type: none">• Search for a Ropeway and View its Details• View an Incident Document• View an Exception Document• View an Service Bulletin <p>Administrative Functions</p> <ul style="list-style-type: none">• View List of Manufacturers• View Important Links• View Shared Documents• View Announcements
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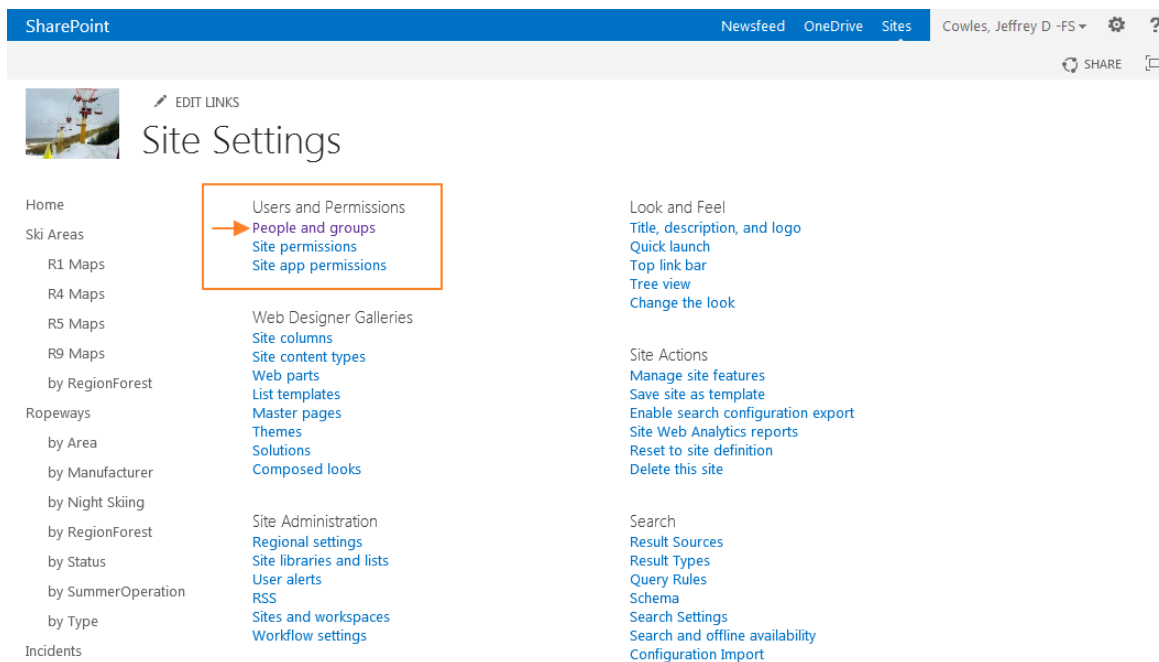
Add a User to a User Group

People cannot access the {Platform Name} unless they are a member of one of the three SharePoint groups that give users permissions to perform tasks. This topic describes how to add a user to any of the {Platform Name}'s three user groups: Site Owners, Site Members, or Site Visitors.

Note: To add users to a user group, you must be a member of the Site Owners group. See the [User Groups](#) topic for more information.

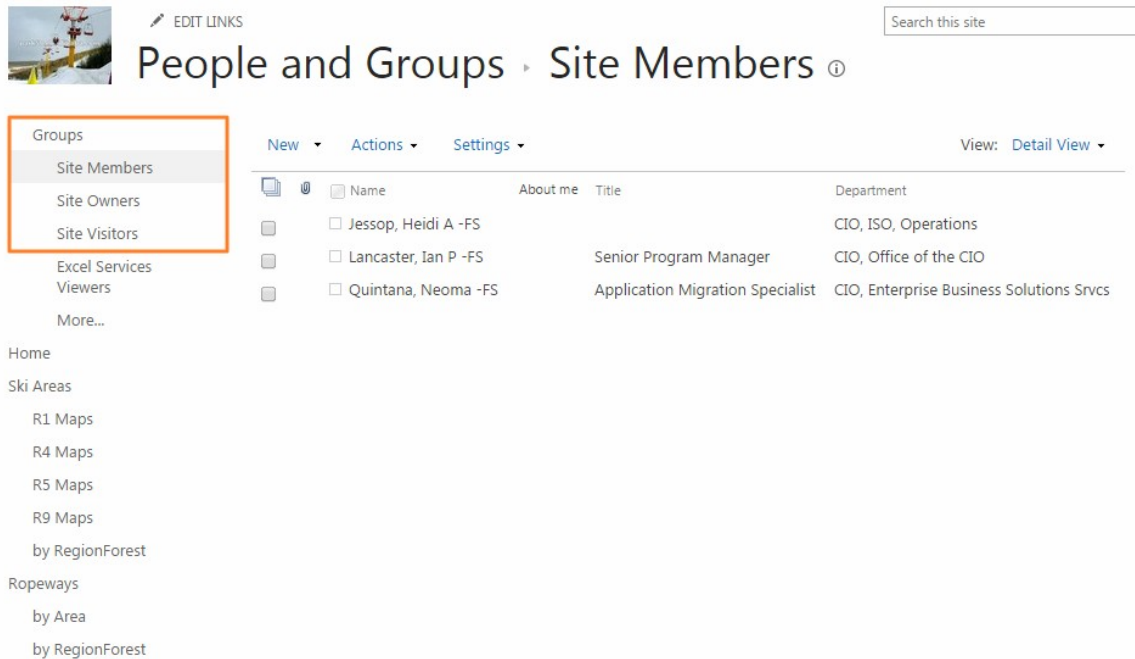
To add a user to a user group:

1. From the [application home page](#), click the settings icon that appears in the top-right corner of the Ropeways application.
2. From the menu that appears, click **Site Settings**.
The Site Settings page appears.
3. Click **People and Groups**. Image:
The People and Groups page appears. By default it shows the Site Members group.



The Site Settings Page

4. From the Groups section in the navigation frame on the left, select the group to which you want to add a new user. Image:
That group's page appears, showing a list of all current members.



EDIT LINKS

Search this site

People and Groups ▸ Site Members ⓘ

Groups

- Site Members
- Site Owners
- Site Visitors
- Excel Services Viewers
- More...

Home

Ski Areas

- R1 Maps
- R4 Maps
- R5 Maps
- R9 Maps
- by RegionForest

Ropeways

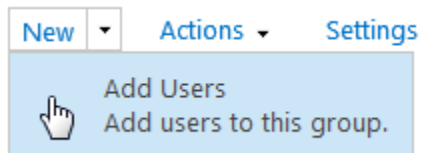
- by Area
- by RegionForest

New ▾ Actions ▾ Settings ▾ View: Detail View ▾

	Name	About me	Title	Department
<input type="checkbox"/>	Jessop, Heidi A -FS			CIO, ISO, Operations
<input type="checkbox"/>	Lancaster, Ian P -FS		Senior Program Manager	CIO, Office of the CIO
<input type="checkbox"/>	Quintana, Neoma -FS		Application Migration Specialist	CIO, Enterprise Business Solutions Srvc

The People and Groups Page

5. To add a new user to the group, click **New > Add Users**. Image:
The Add New User popup appears.



Select New > Add Users

6. Type the user's name or email address into the first field. SharePoint will show a list of possible matches as you type. Select the desired user. Image:

Share 'National Ropeway Service Team'



Add people to the Site Visitors group

Enter names, email addresses, or 'Everyone'.

Include a personal message with this invitation (Optional).

SHOW OPTIONS

Share

Cancel

The Add New User Popup

henry

- Clancey, Henry W -FS
Equipment Operator
- Eichman, Henry -FS
Economist
- Foushay, Henry A -FS
Fleet Manager
- Freels, Henry J -FS
Supply Technician**
- Gallegos, Henry -FS
Supvy. Civil Engineer

SharePoint Automatically Shows Possible Matches

7. Click **Share**.

An email is sent to the user notifying them that they can now access the {Platform Name}. You are returned to the People and Groups page for the user group you selected; the new user appears in the list.

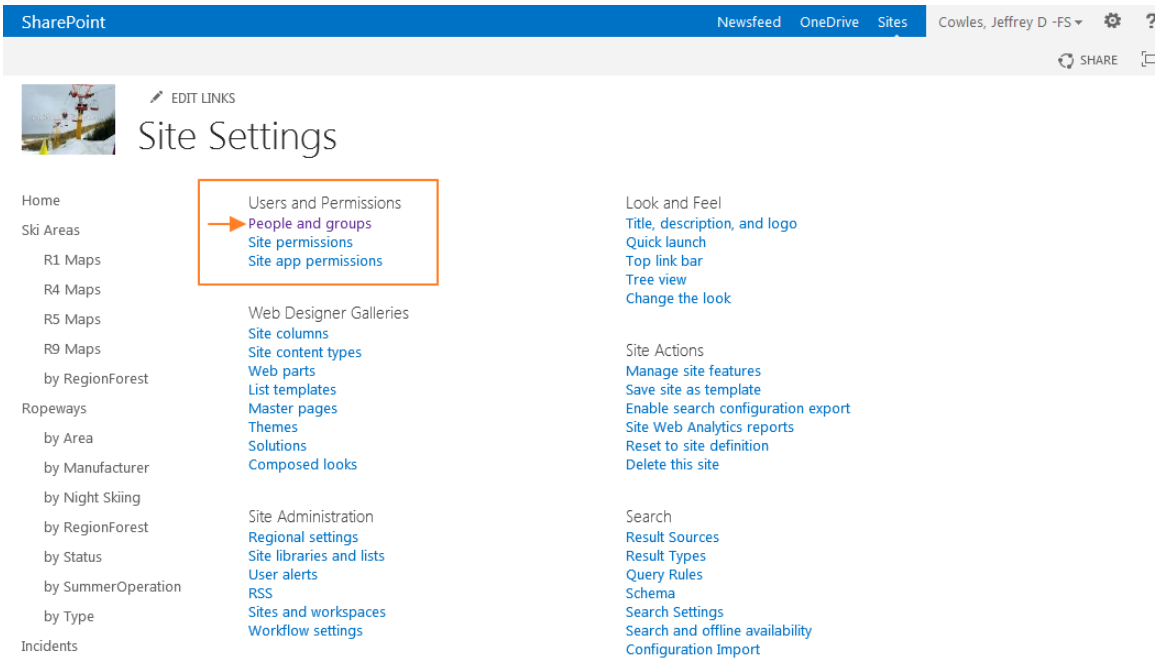
Remove a User from a User Group

This topic describes how to remove a user from any of the {Platform Name}'s three user groups: Site Owners, Site Members, or Site Visitors.

Note: To remove users from a user group, you must be a member of the Site Owners group. See the [User Groups](#) topic for more information.

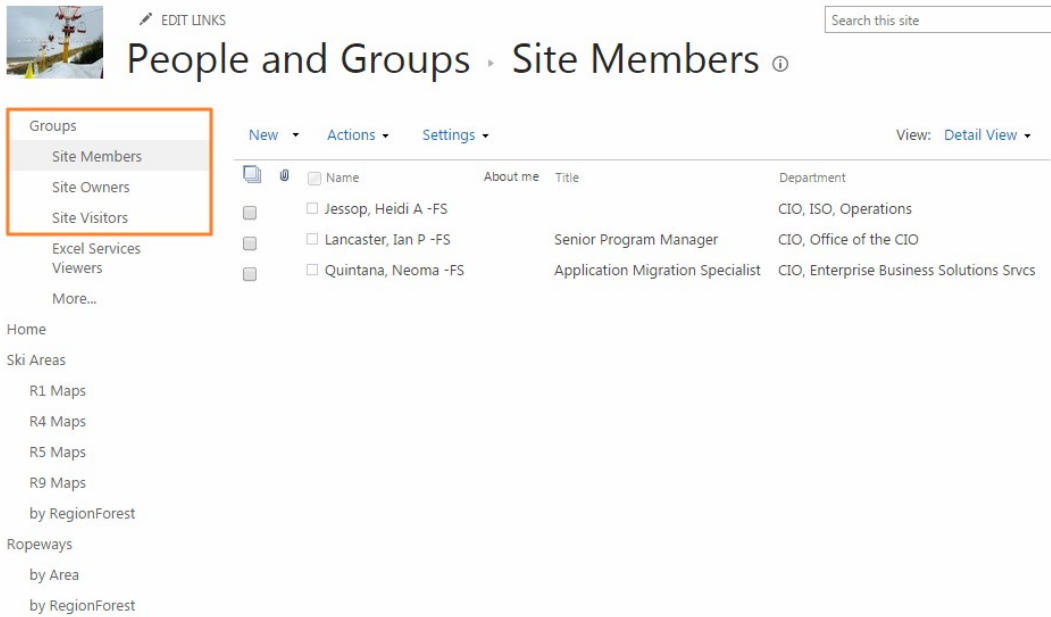
To remove a user from a user group:

1. From the [application home page](#), click the settings icon that appears in the top-right corner of the Ropeways application.
2. From the menu that appears, click **Site Settings**.
The Site Settings page appears.
3. Click **People and Groups**. Image:
The People and Groups page appears. By default it shows the Site Members group.



The Site Settings Page

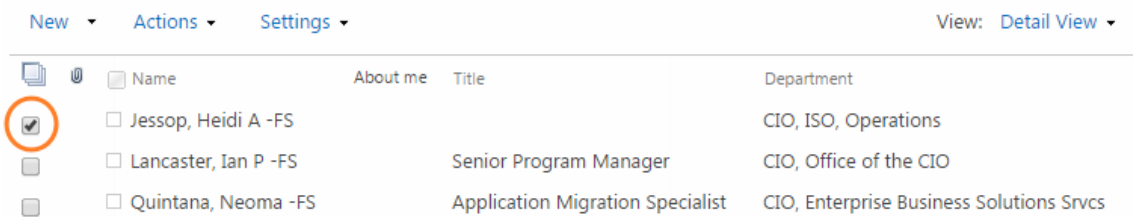
4. From the Groups section in the navigation frame on the left, select the group from which you want to remove the user. Image:
That group's page appears, showing a list of all current members.



The

People and Groups Page

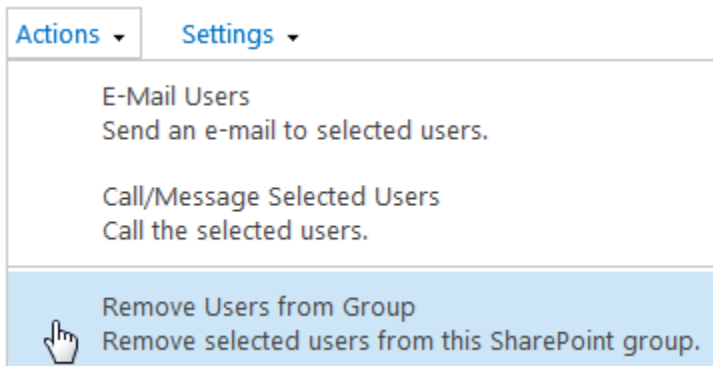
5. Locate the user in the list and select them by placing a check in their corresponding check box. Image:



Select the User

Tip: You can select more than one user at the same time.

6. Click **Actions > Remove Users from Group**. Image:
A confirmation message appears.



Select Actions > Remove Users from Group

7. Click **OK** to dismiss the confirmation message.
The list refreshes and the user is removed.
-

Field Definitions

This section of the User Guide contains definitions for each data entry field within the {Platform Name}. Field definitions can help you understand what type of information you must enter into each field. There is a field definition topics in this section for each data entry form within the application.

Create a New Ski Area Screen

The table below describes the information you must enter for all fields on the Create a New Ski Area Screen.

Field Name	Definition	Notes
AREA Name	The official name of the ski area.	Required
AREA_URL	The web site address of the ski area.	
REGION	The US {Company Name} region in which the ski area is located.	
FOREST	The National Forest in which the ski area is located.	Drop down list.
DISTRICT	The district on which the ski area is located.	
AREA_ADDRESS	The physical address of the ski area.	
AREA_CITY	The city in which the ski area is located.	
AREA_COUNTY	The county in which the ski area is located.	
AREA_STATE	The state in which the ski area is located.	
AREA_ZIP	The zip code in which the ski area is located.	
CONTACT_NAME	The first and last name of the ski area's primary point of contact.	
CONTACT_TITLE	The title of the ski area's point of contact.	
CONTACT_PHONE	The point of contact's phone number	
SNOW_RANGERS	A list of snow rangers assigned to the ski area. Enter email addresses or names and SharePoint will offer potential matches.	Separate multiple names/email addresses with a semicolon (;).
SIGNED_OP_PLAN	The current signed SUP operating plan	
OP_PLAN_DATE	Enter the operating plan date -- the date of certification of the general inspection	Use the calendar icon to select a date. Format is MM/DD/YYYY.
LAST_UPDATE	Enter the date of the next scheduled inspection.	Use the calendar icon to select a date. Format is MM/DD/YYYY.
Save Button	Click this button to save the ski area record.	

Cancel	Click this button to close the new ski area screen without saving the record.	
--------	---	--

Create a New Ropeway Screen

The table below describes the information you must enter for all fields on the Create a New Ropeway Screen.

Ropeway Equipment Block

Field Name	Definition	Notes
Ski Area	The name of the ski area that the ropeway serves.	Spelling and case must match the ski area record exactly.
Night Skiing?	Indicate if the ropeway is used for night skiing activities.	Check box
Name	The name of the ropeway.	Required
Summer Operation	Indicate if the ropeway is used during the summer months	Check box
Manufacturer	Select the ropeway's manufacturer.	Drop down list. If the manufacturer name does not appear in the list, a site owner must add it. See Edit the List of Manufacturers for details.
Summer Opening Date	The date that the ropeway opens for summer operation (if relevant)	Click the calendar icon to select a date. Format is MM/DD/YYYY.
Model	The manufacturer's model number for the ropeway.	
Summer Closing Date	The date that the ropeway closes at the end of summer operation (if relevant)	Click the calendar icon to select a date. Format is MM/DD/YYYY.
Type	Indicate the type of ropeway. Select a value from the drop down list or check Specify Your Own Value and input a type of your own.	Drop down list and/or text field
Next Scheduled Load Test	The date of the upcoming load test.	Click the calendar icon to select a date. Format is MM/DD/YYYY.
Year Manufactured	The year the ropeway was made.	Format is YYYY.
Last Acceptance or Dynamic Test	The date of the most recent acceptance test or dynamic test	Click the calendar icon to select a date. Format is MM/DD/YYYY.
Year Relocated	The year the ropeway was moved from its previous location to its	Format is YYYY.

	current location (if relevant).	
Photos, Documentation, etc.	Attach ropeway related photographs, documentation or reports.	
Development Status	Select the ropeway's current status	Drop down list.
Remarks	Type any additional remarks about the ropeway.	

General Specifications Block

Field Name	Definition	Notes
Current Capacity (pph)	The capacity at which the ropeway currently operates (pph)	pph = passengers per hour
Speed (fpm)	The speed at which the ropeway operates (fpm)	fpm = feet per minute
Initial Capacity	The capacity at which the ropeway operated with it was first opened (pph)	pph = passengers per hour
Overhauling (no, foh, roh, both)	Direction of ropeway acceleration under any loading condition with no brakes applied Select a value from the drop down list or check Specify Your Own Value and type a value of your own.	no - not overhauling foh - forward overhauling roh - reverse overhauling both - can overhaul in the forward and reverse directions
Ultimate Capacity (pph)	The design capacity at which the ropeway may operate (pph)	pph = passengers per hour
Line Gauge (ft)	Distance between the center-lines of the haul ropes.	ft = feet
Vertical Rise (ft)	The vertical distance that the ropeway travels (ft).	ft = feet
Carrier Spacing (ultimate/initial) (ft)	The linear distance between the carriers on a ropeway . The ultimate carrier spacing is the minimum spacing designed for the ropeway. The initial spacing is the carrier spacing when a new ropeway begins operation.	ft = feet
Horizontal Length (ft)	The horizontal distance that the ropeway travels (ft).	ft = feet
Drive Location	The physical location of the ropeway's drive system, top or bottom.	
Slope Length	The linear distance that the ropeway travels. (ft)	ft = feet
Tension Location	The physical location of the ropeway's tensioning system, top or bottom.	Top or Bottom
Slope Length on	The linear distance that the ropeway	ft = feet

Land (ft)	travels on {Company Name} land. (ft)	
Rotation	The rotational direction of the haul rope, specify clockwise or counter clockwise when looking up line.	CW or CCW
Load Interval (sec)	Time between carriers when the lift is operating at design speed.	sec = seconds
Down Hill Load (carrier qty or %)	Designed allowable percentage or number of loaded carriers that can transport persons on the downhill side of the ropeway.	# = qty of loaded carriers % = percentage of loaded carriers
Total Number of Carriers (qty)	Total number of carriers on the ropeway system - currently.	
Slope Transport Feet	[Slope Distance x Current Capacity (PPH)]/1000 = STFPH, Slope transport feet per hour	STFPH
Stopping Distance (max. ft)	The maximum distance it takes the ropeway to come to a complete halt from its normal operating speed, in feet.	ft = feet
Mid Stations?	Indicate if the ropeway has any mid-station on/off points.	Check box.
Remarks_1	Any additional remarks about the ropeway's general specifications	

Drives-Primary Block

Field Name	Definition	Notes
Drive Type	Select the primary drive's type. Select a value from the drop down list or check Specify Your Own Value and type a value of your own.	Drop down list and/or text field
Secondary Reduction Model	Any secondary gearing reduction, not a part of the primary gearbox, specify model.	
Drive Bullwheel Diameter (ft)	Diameter in feet of the bullwheel at the Drive.	ft = feet
Secondary Reduction Ratio	Any secondary gearing reduction, not a part of the primary gearbox, specify the reduction ratio. (Sample 1:45)	
Drive Bullwheel Manufacturer	Select the manufacturer of the ropeway's bullwheel	Drop down list.
Main Drive Line Connection	Select the type of connection for the main drive line. Select a value from the drop down list or check Specify Your Own Value and	Drop down list and/or text field

	enter a value of your own.	
Gearbox Manufacturer	Select the manufacturer who made the ropeway's gearbox. Select a value from the drop down list or check Specify Your Own Value and enter a value of your own.	Drop down list and/or text field
Drive Line Manufacturer	Select the manufacturer who made the ropeway's drive line	Drop down list.
Secondary Reduction Manufacturer	Select the manufacturer who made the secondary reduction system. Select a value from the drop down list or check Specify Your Own Value and enter a value of your own.	Drop down list and/or text field
Drive Line Model	Model number/details of the drive line.	
Gear Box Model	The manufacturer's model for the gear box.	
Drive Line Ratio	Specify any reduction, gearing slip, fluid, etc. with the drive line. (Sample 1:1.02), normally n/a	
Gearbox Ratio	Primary gearbox gearing reduction ratio, specify ratio. (Sample 1:74.3)	
Remarks	Any additional remarks about the ropeway's primary drive.	

Drives-Secondary Block

Field Name	Definition	Notes
Drive Type	Select the secondary drive's type. Select a value from the drop down list or check Specify Your Own Value and type a value of your own.	Drop down list and/or text field
Transmission Type	The type of transmission used by the secondary drive. Select a value from the drop down list or check Specify Your Own Value and type a value of your own.	Drop down list and/or text field
Manufacturer	Select the ropeway's manufacturer. Select a value from the drop down list or check Specify Your Own Value and type a value of your own.	Drop down list and/or text field
Coupling Type	Specify type of coupling; direct, chain, belt, elastic, bolt, hydraulic, fluid, etc.	
Model	The manufacturer's model.	

Fuel Tank Type	The type of fuel tank that the secondary drive uses.	Drop down list.
Horse Power	The horsepower rating for the secondary drive.	
Coupling Ratio	Specify any reduction in the overall drive caused by the coupling. (sample 1:3.6)	
Full-time Evacuation?	Specify yes or no. Refers to intended use of the unit, and or potential multiple uses such as secondary power unit.	
Theoretical Speed (fpm or %)	Design speed for the evacuation drive, feet per minute (fpm).	fpm
Remarks	Any additional remarks about the ropeway's secondary drive.	

Drives-Tertiary Block

Field Name	Definition	Notes
Drive Type	Select the tertiary drive's type. Select a value from the drop down list or check Specify Your Own Value and type a value of your own.	
Transmission Type	The type of transmission used by the tertiary drive. Select a value from the drop down list or check Specify Your Own Value and type a value of your own.	
Manufacturer	Select the ropeway's manufacturer. Select a value from the drop down list or check Specify Your Own Value and type a value of your own.	
Coupling Type	Specify type of coupling; direct, chain, belt, elastic, bolt, hydraulic, fluid, etc.	
Model	The manufacturer's model.	
Fuel Tank Type	The type of fuel tank that the tertiary drive uses.	
Horse Power	The horsepower rating for the tertiary drive.	
Coupling Ratio	Specify any reduction in the overall drive caused by the coupling. (sample 1:3.6)	
Full-time Evacuation	Specify yes or no. Refers to intended use of the unit, and or potential multiple uses.	

Remarks	Any additional remarks about the ropeway's tertiary drive.	
Save Button	Click this button to save the ropeway record.	
Cancel	Click this button to close the new ropeway screen without saving the record.	

Ropeway More Screen

The table below describes the information you must enter for all fields on the Ropeway More Screen.

Ropeway Specifications Block

Field Name	Definition	Notes
Ropeway	The name of the ropeway.	Required Spelling and case must match the ropeway record exactly.
Main Haul Rope Diameter (in/mm)	Haul rope diameter, nominal design diameter in inches or millimeters (in or mm)	
Haul Rope Manufacturer	Select the manufacturer of the haul rope . Select a value from the drop down list or check Specify Your Own Value and enter a value of your own.	Drop down list and/or text field
Haul Rope Specs	Specify the haul rope configuration; sample 6x25 FC RLL. (6 strands x 25 wires, Filler Core, Right Land Lay)	
Haul Rope Weight (lb/ft)	Specify nominal design weight of haul rope/foot of length. (lb/ft)	lb/ft = pounds per foot
Nominal Breaking Strength (tons)	Specify nominal breaking strength of the haul rope, expressed in tons (2000 lbs)	tons
Maximum Uphill Rope Angle (worst case operating) (deg)	Maximum (worst case) rope angle of the haul rope found on the lift system, under the any operating load condition. Specify degrees.	° = degrees
Calculated Rope Safety Factor	Worst case design rope tension in the ropeway system divided by the nominal breaking strength of the haul rope.	
Year Manufactured	Specify the year the haul rope was manufactured.	Format is YYYY.
Remarks	Specify any informational details, remarks replacement, etc. in regards to the haul rope, splice, damage etc.	

Tensioning Systems Block

Field Name	Definition	Notes
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Total Tension Force (lbs)	Total applied design tension force, expressed in pounds (lbs).	lbs = pounds
Cwt. Ratio	Reduction or multiplication, thru weaving or other means of the applied tension versus the load of the counter weight. (sample 1:4)	
Top Tension (lbs)	The maximum rope tension (worst case design loading) at the top terminal, summation of both ropes, expressed in pounds (lbs).	
Cwt. Material	Select the material that makes up the counter weight, such as concrete, concrete blocks, steel, lead, rocks, etc . Select a value from the drop down list or check Specify Your Own Value and enter a value of your own.	Drop down list and/or text field
Bottom Tension (lbs)	The maximum rope tension at the bottom terminal, summation of both ropes, expressed in pounds (lbs).	
No. of Cylinders (qty)	Specify the quantity of hydraulic cylinders, if applicable.	
Cwt. Rope Manufacturer	Specify the manufacturer of the cwt. rope.	Drop down list. If the manufacturer name does not appear in the list, a site owner must add it. See Edit the List of Manufacturers for details.
Nominal Pressure (psi)	Specify the nominal pressure of the hydraulic tensioning system. Specify in pounds per square inch (psi).	psi
Cwt. Rope Specification	Specify the cwt. rope configuration; sample 6x25 FC RLL. (6 strands x 25 wires, Filler Core, Right Land Lay)	
Maximum Pressure (psi)	Specify the maximum design pressure of the hydraulic tensioning system. Specify in pounds per square inch (psi).	psi
Cwt. Rope Safety Factor	Maximum design cwt tension in the system divided by the nominal breaking strength of the cwt rope.	
Minimum Pressure (psi)	Specify the minimum design pressure of the hydraulic	psi

	tensioning system. Specify in pounds per square inch (psi).	
Chain or Link Type	Specify the type of chain or link, such as roller, leaf, welded, other, etc.	
Cylinder Bore Diameter (in)	Specify the diameter (inches) of the hydraulic cylinder bore. (in)	in = inches
Chain Mfg. Date	Specify the date of manufacturing for the chain or link. (MM/DD/YYYY)	Click the calendar icon to select a date. Format is MM/DD/YYYY.
Rod Diameter (in)	Specify the diameter (inches) of the hydraulic cylinder rod. (in)	
Remarks (Tensioning Systems)	Provide additional remarks, comments, information as applicable to the tensioning system. (unique aspects etc.)	

Towers, Grips, Line Equipment, Carriers Block

Field Name	Definition	Notes
Number of Towers	Specify the quantity of towers on the ropeway system.	
Remarks	Specify details, remarks, information as applicable to the lift line and configuration. (unique aspects etc.)	
Grips Manufacturer	Provide the name of the grip manufacturer.	Drop down list. If the manufacturer name does not appear in the list, a site owner must add it. See Edit the List of Manufacturers for details.
Grips Model	Specify the model of the grip	
Grips Year Manufactured	Specify the year of manufacturer of the grips.	Format is YYYY.
Grips Spring Type	Select the type of grip spring, such as coil, torsion bar, etc. Select a value from the drop down list or check Specify Your Own Value and enter a value of your own.	Drop down list and/or text field
Grips Springs (qty)	Specify the quantity of springs on each grip.	
Grips Slip Test (minimum lbs)	Specify the minimum required grip slip value for the ropeway system. [$3 \times \sin(\text{worst case rope angle } \alpha)$] / loaded carrier	

	weight]. Expressed in pounds (lbs).	
Remarks	Provide details, remarks, information as applicable to the grips. (unique aspects etc.)	
Line Equipment Manufacturer	Specify the name of the manufacturer of the line equipment.	Drop down list. If the manufacturer name does not appear in the list, a site owner must add it. See Edit the List of Manufacturers for details.
Line Equipment Model	Specify the model of the line equipment.	
Line Equipment Sheave Liner	Specify sheave liner material, such as rubber, elastomer, etc.	
Tower Ladder Fall Protection	Specify yes or no.	Check box
Remarks	Provide details, remarks, information as applicable to the sheave assemblies and configuration. (Unique aspects etc.)	
Carriers Manufacturer	Specify the name of the manufacturer of the carriers.	Drop down list. If the manufacturer name does not appear in the list, a site owner must add it. See Edit the List of Manufacturers for details.
Carriers Model	Specify the model of the carriers.	
Carriers Year Manufactured	Specify the year of manufacturer of the carriers.	Format is YYYY.
Total Weight (grip, hanger, carrier)	Specify the total weight of the carrier, hanger and grip (complete). Expressed in pounds (lbs).	
Carriers Restraint Bar	Specify yes or no.	Check box
Carriers Foot Rest	Specify yes or no.	Check box
Remarks	Provide details, remarks, information as applicable to the sheave assemblies and configuration. (Unique aspects etc.)	

Brakes Block

Field Name	Definition	Notes
Service Brake Type	Select the type of service brake, such as hydraulic, spring, caliper, etc. Select a value from the drop down list or check Specify Your Own Value and enter a value of your own.	Drop down list and/or text field
Overspeed 110%	Select the type of overspeed detection, such as tachometer, impulse sheaves, etc. Select a value from the drop down list or check Specify Your Own Value and enter a value of your own.	Drop down list and/or text field
Drive Train Backstop	Select the type of overspeed detection, such as tachometer, impulse sheaves, etc. Select a value from the drop down list or check Specify Your Own Value and enter a value of your own.	Drop down list and/or text field
Overspeed 115%	Select the type of overspeed detection, such as tachometer, impulse sheaves, etc. Select a value from the drop down list or check Specify Your Own Value and enter a value of your own.	Drop down list and/or text field
Drive Sheave Brake	Select the type of drive sheave brake, such as hydraulic, spring, caliper, drum etc. Select a value from the drop down list or check Specify Your Own Value and enter a value of your own.	Drop down list and/or text field
Service Brake Test Torque (ft-lb/amp)		
Rollback Device	Select the type of rollback device, such as drop dog, belt, caliper, etc. Select a value from the drop down list or check Specify Your Own Value and enter a value of your own.	Drop down list and/or text field
Remarks	Provide details, remarks, information as applicable to the brake systems and configuration. (unique aspects etc.)	

Electrical Systems

Field Name	Definition	Notes
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Drive Manufacturer	Specify the name of the manufacturer of the Drive.	Drop down list. If the manufacturer name does not appear in the list, a site owner must add it. See Edit the List of Manufacturers for details.
Drive Model		
AC/DC	Specify the type, AC or DC (Alternating or Direct Current)	AC or DC
Year Manufactured		Format is YYYY.
Controller Type	Select the type controller, such as drum, scr, vfd, etc. Select a value from the drop down list or check Specify Your Own Value and enter a value of your own.	Drop down list and/or text field
Electric Motor Manufacturer	Specify the name of the manufacturer of the Electric Motor.	Drop down list. If the manufacturer name does not appear in the list, a site owner must add it. See Edit the List of Manufacturers for details.
Electric Motor Model	Specify the model of the Electric Motor.	
Electric Motor RPM		
Electric Motor Horse Power	Specify the horse power of the Electric Motor. Expressed as "hp".	hp = Horse Power
Regen Drive?		Check box
Remarks	Provide details, remarks, information as applicable to the drive systems and configuration. (Unique aspects etc.)	
Control Manufacturer	Specify the name of the manufacturer of the Controller.	Drop down list. If the manufacturer name does not appear in the list, a site owner must add it. See Edit the List of Manufacturers for details.
Control	Specify the model of the Electric Motor.	

Model		
Year Manufactured	Specify the year of manufacturing of the Controller.	Format is YYYY.
PLC Controlled?	Specify yes or no. If the ropeway systems are controlled with a PLC (Programmable Logic Controller).	Check box
PLC Manufacturer	Specify the name of the manufacturer of the PLC.	Drop down list. If the manufacturer name does not appear in the list, a site owner must add it. See Edit the List of Manufacturers for details.
PLC Model	Specify the model of the PLC.	
Anticollision Manufacturer	Specify the name of the manufacturer of the Anti-collision system.	Drop down list. If the manufacturer name does not appear in the list, a site owner must add it. See Edit the List of Manufacturers for details.
Anticollision Year Manufactured	Specify the year of the manufacturing of the Anti-collision system.	Format is YYYY.
Deropement Circuit #1	Select the type of the deropement circuit, such as drop sheave, brittle bars, cut wire, etc. Select a value from the drop down list or check Specify Your Own Value and enter a value of your own.	Drop down list and/or text field
Deropement Circuit #2	Select the type of the deropement circuit, such as drop sheave, brittle bars, cut wire, etc. Select a value from the drop down list or check Specify Your Own Value and enter a value of your own.	Drop down list and/or text field
Deropement Circuit #3	Select the type of the deropement circuit, such as drop sheave, brittle bars, cut wire, etc. Select a value from the drop down list or check Specify Your Own Value and enter a value of your own.	
Remarks	Provide details, remarks, information as	

	applicable to the anti-collision systems and configuration. (Unique aspects etc.)	
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