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DOC REF: AEU00241	TITLE: WORK INSTRUCTION- MEASURLINK DATA ENTRY		

1 GENERAL

- 1.1 Measurlink is the software used to capture and store & analyse data generated through the inspection procedure defined in this manual.

2 PROCESS (new run)

- 2.1 Open the program by double clicking on the shortcut icon, 'Realtime +'
- 2.2 Enter user name and password as requested and select 'OK'.
- 2.3 Select 'NEW' from the pop up menu and click 'OK'
- 2.4 Highlight the part number required, by scrolling down the part list.
- 2.5 Enter the batch ID in the 'run name' box and click OK (see item 4).
- 2.6 Confirm traceability details as requested from the pop up menu. Click select.
- 2.7 The new run is now created and ready for data to be entered.

3 PROCESS (suspended run)

- 3.1 Open the program by double clicking on the shortcut icon, 'Realtime +'
- 3.2 Enter user name and password as requested and select 'OK'.
- 3.3 Select 'RESUME RUN' from the pop up menu and click 'OK'
- 3.4 Highlight the part number required, by scrolling down the part list and select OK.
- 3.5 Confirm if any changes have been made to the traceability details Click 'yes' or 'no'
- 3.6 The run is now created and ready for data to be entered.
- 3.7 If notes or comments require adding, select the YELLOW PIN on the tool bar at the top of screen.

4 BATCH ID

- 4.1.1 All batch identity numbers must be entered using the correct system for the product (upper case, never use an O instead of a 0 etc).
- 4.1.2 If a batch is scrap, the results require removing. Select COLLECT from the tool bar, scroll down and select BAD/MISSING and then select OK.

5 COMPLETION OF MEASUREMENT

- 5.1 Upon completion of data entry, the run can either be closed or suspended, depending upon whether or not further entries will be required.

6 HEALTH & SAFETY REQUIREMENTS

- 6.1 Within the factory area safety footwear is mandatory
- 6.2 Ear protection is provided and mandatory in designated areas.
- 6.3 Within the factory area safety glasses are mandatory