

Providers of
Water Quality, Distribution & Collection Software
Backflow Prevention Management Software
Work Order Management and Benchmarking Software

July 12, 2004

Dear XC2 users,

This is the July edition of the XC2 newsletter informing you of updates, features that we have added to XC2 and tips on the most direct way to accomplish routine tasks. All of our Newsletters can be found at:

http://www.engsoft.com/XC2_Newsletters

If you have questions for us, please feel free to ask and I may respond in the newsletter if it seems to be of general interest.

If you do not want to continue receiving this newsletter or if there is someone else who should be receiving the newsletter, please inform me. I certainly do not want to add to the SPAM which many of us receive.



This month we'll look at:

- **Facility/Assembly List in Letters**
- **Boiler Plates**
- **Search Options**
- **User Preferences**

The current version of XC2 on the Website is **3.5 Build 326**

Go to: <http://www.engsoft.com/xc2update/>

Call us at 800.761.4999 for the password, which we'll give you if you have an in-date Tech Support contract.

Facility/Assembly List in Letters

We've responded to several **Feature Requests** that we've received and made the **Facility/Assembly List** configurable by you.

The Facility/Assembly List is used in letters for "Facility" to list all the Assemblies which that Facility owns.

In a letter it would look like this with the References:

Dear «Mail_Greeting»:

Backflow prevention assemblies within the «Org_Org Name» are required to be tested on a regular basis. The backflow prevention assemblies described below are due for periodic testing, as required under our «Org Ordinance». Will you please have these tests performed by a Certified backflow prevention assembly tester possessing a valid Certification.

«ServiceAddress»
«FacAssembList»

If the test discloses that an assembly is not operating satisfactorily, please have the necessary

...

And like this, as the letter would print out:

Dear Lillian Van Gosberg:

Backflow prevention assemblies within the **San Dem o Water Department** are required to be tested on a regular basis. The backflow prevention assemblies described below are due for periodic testing, as required under our **Ordinance Number 47.356 of New City Code**. Will you please have these tests performed by a Certified backflow prevention assembly tester possessing a valid Certification.

Van Gosberg
665 Esquire Court
Walnut Creek, CA 94596

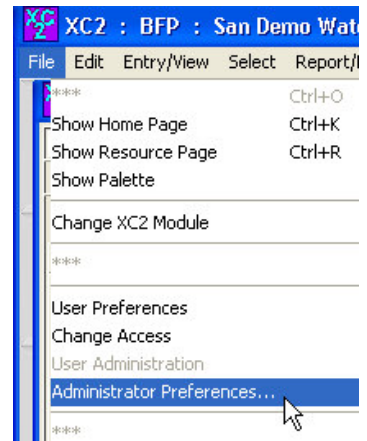
Type	Mfr	Size	Model	SN	Due
1. → RP → CONB → 6"			40-201-A2S	0943222	06/30/2004
-665 Esquire Court					
-Location: Biplane hanger at rear hydrant house					
2. → RP → FEBCO → 6"			825YAR	2000423	06/30/2004
-665 Esquire Court					
-Location: Blimp Hanger at South Service Bay					
3. → RP → WILKIN → 4"			975MA	1698679	06/30/2004
-665 Esquire Court					

Starting with Build 326, the Super Administrator can now choose which fields show up on this list.

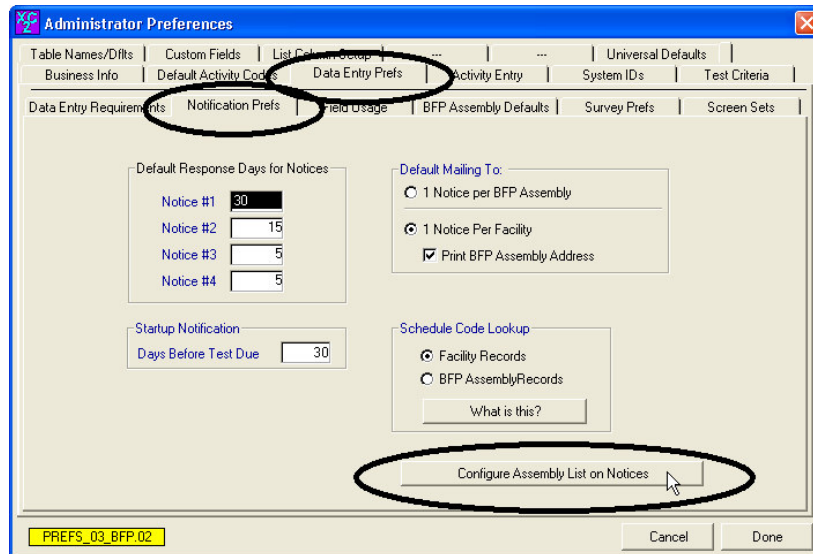
(see next page)

Facility/Assembly List in Letters (continued)

Go to the File Menu and choose Administrator Preferences

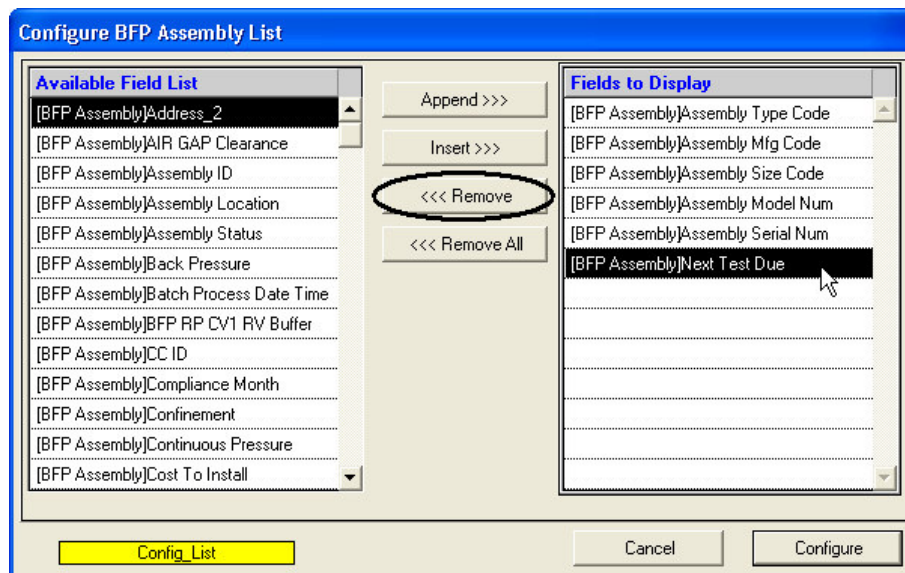


Choose “Data Entry Prefs,” “Notification Prefs” and then click on the “Configure Assembly List on Notices.”



Highlight any fields (on the right hand List) that you want to remove and click, “Remove.”

Choose any fields from the “Available Field List” on the left and “Append” or “Insert.” You may also change the order of the fields by clicking and dragging.

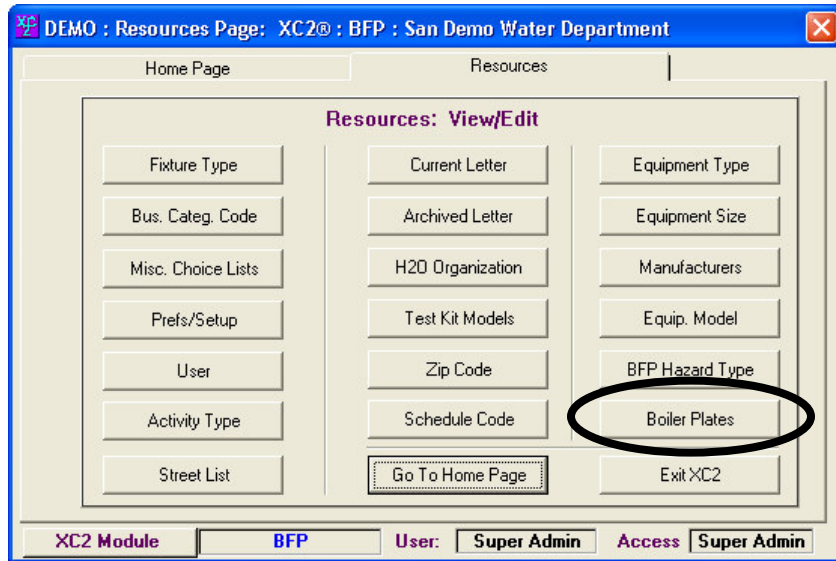


Boiler Plates

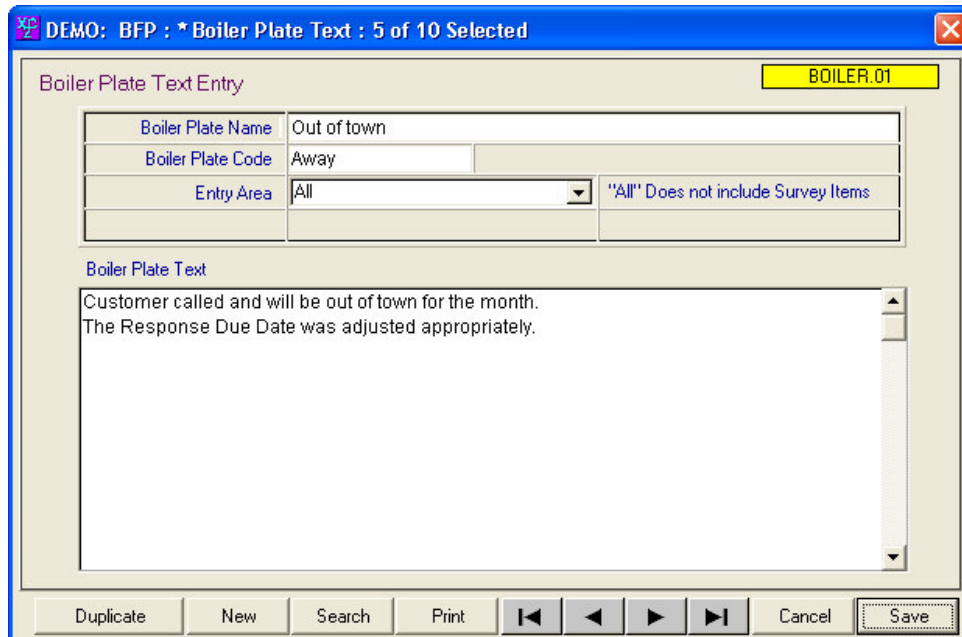
You may have not heard about “**Boiler Plates**” in XC2.

“**Boiler Plates**” can be used to quickly enter large amounts of standard text which is often used. Another name for them might be “macros”.

Go to “Resources” and choose “Boiler Plate.”



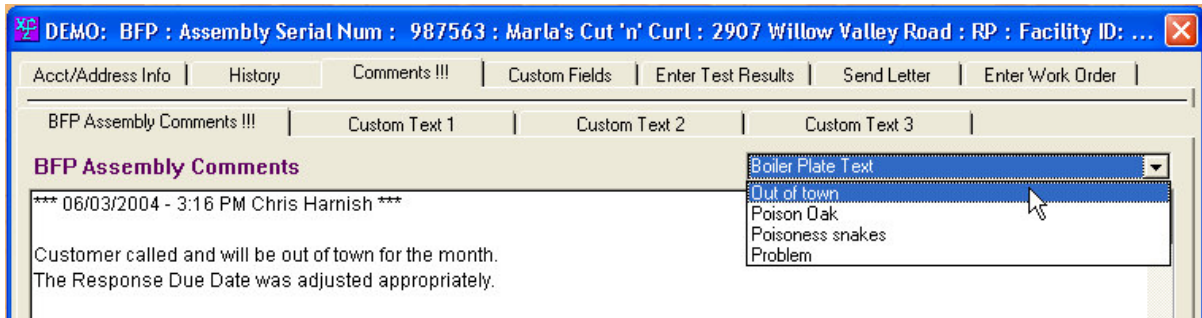
Enter the text into the text area and name it with a name that will make sense when you're working from within a comments section. When you are in a text entry area, there will be a drop-down list to select the boiler plate that you want:



Boiler Plates (continued)

When a customer calls saying that they will be in Hong Kong at the time when their backflow assembly is due to be tested, go to the Comments section of their record.

Click on the date stamp and choose Out of Town from the Pull-Down and Voilà, no typing!

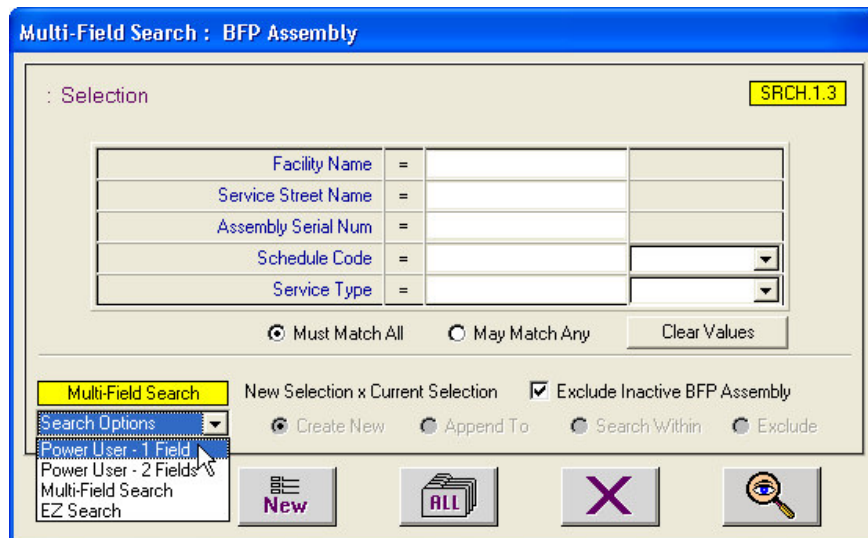


Then click on the “History” tab and adjust the “Response Due Date.”

Search Options

XC2 now includes several optional Search windows.

Most users seem to be using our “Multi-Field Search” as their normal look-up window, because it is quickest and easiest to use for your 5 most common searches.



You get to choose which 5 fields you want in User Preferences (see below).

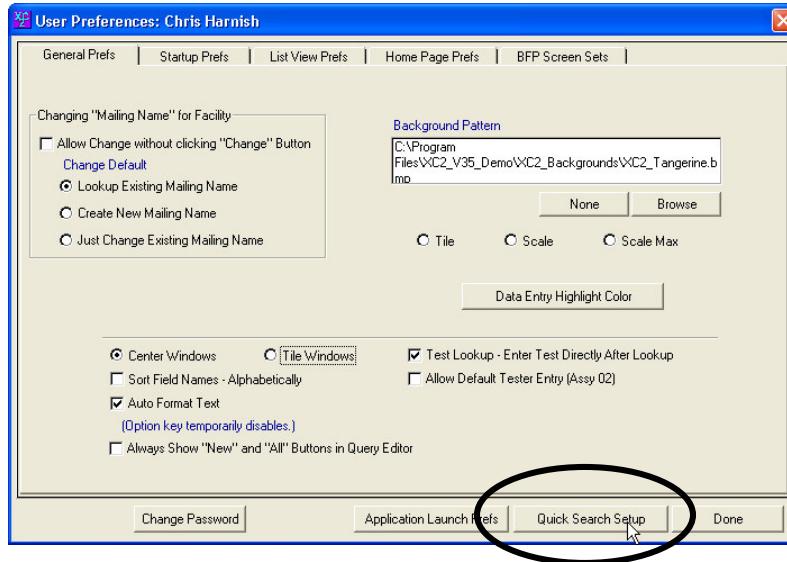
When something unusual comes up they just go to the 1 or 2 Field Power User window. The next time you search, XC2 will open to the last search type that you used.

User Preferences

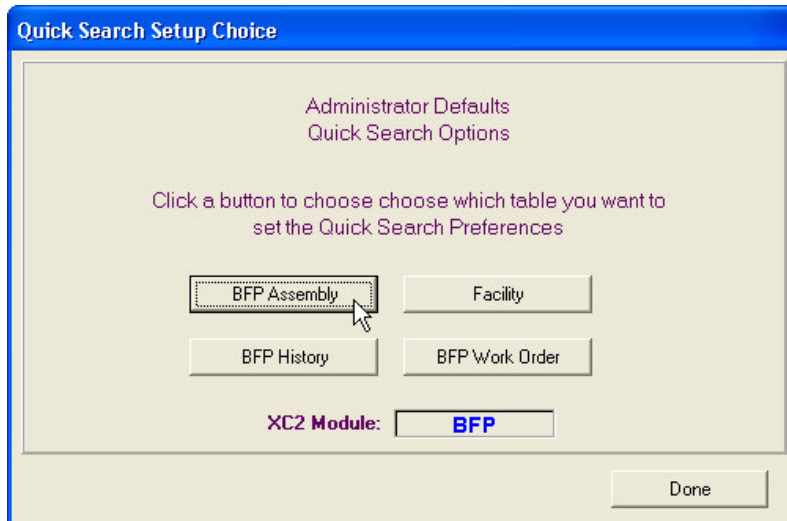
Choose your commonly used Search Fields:

Individual users can define the default search criteria's for Assemblies, Assembly History, Facilities, and Work Orders to help speed you through your lookup process.

From **User Preferences**, choose **Quick Search Setup**:



Choose the Search Screen that you want to adjust:



User Preferences (continued)

Choose the 5 fields that you want from the list on the left:

Quick Search Selection Choices

Available Field List

- [BFP Assembly]Last Survey Date
- [BFP Assembly]Last Test Date
- [BFP Assembly]Last Test Status
- [BFP Assembly]Map Page
- [BFP Assembly]Meter Number
- [BFP Assembly]Protection Type
- [BFP Assembly]Replaced Installed Date
- [BFP Assembly]Response Due Date
- [BFP Assembly]Response Item
- [BFP Assembly]Schedule Code
- [BFP Assembly]Service Address (Full)
- [BFP Assembly]Service Address Alpha
- [BFP Assembly]Service Address Number
- [BFP Assembly]Service City

Append >>>
Insert >>
<<< Remove
<<< Remove All

Custom Search Fields

- [BFP Assembly]Assembly ID
- [BFP Assembly]Assembly Model Num
- [BFP Assembly]Compliance Month
- [BFP Assembly]In Service Date
- [BFP Assembly]Next Test Due

Quick Search Setup List Cancel Save Setup

Multi-Field Search : BFP Assembly

BFP : Selection SRCH.1.3

Assembly ID	=	
Assembly Model Num	=	
Compliance Month	=	
In Service Date	=	
Next Test Due	=	

Must Match All May Match Any Clear Values

Multi-Field Search New Selection x Current Selection Exclude Inactive BFP Assembly

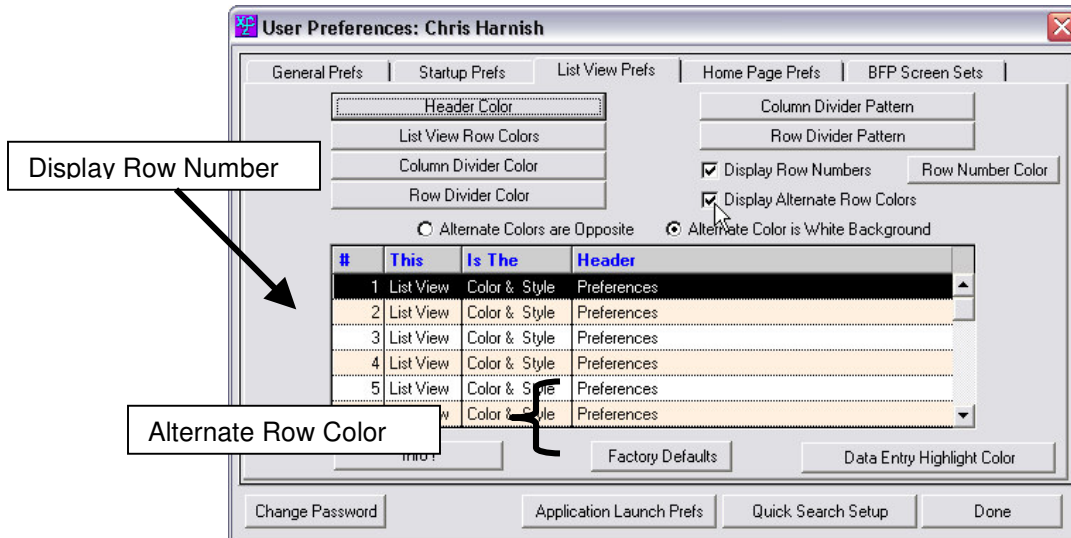
Search Options Create New Append To Search Within Exclude

Navigation: Back, Forward, New, ALL, Cancel, Search

User Preferences (continued)

Users can change, adjust, and set the way XC2 works on your individual computer. Choose which screen set you want, change column and row dividers, text colors, and background colors and the 5 fields for the Multi-Field Search window.

Choose **User Preferences** from the **File Menu**



Header Color

Changes the Text of the column header name

List View Row Color

Sets the color of text displayed in list view

Column Divider Color

Changes the color of the vertical column divider line

Row Divider Color

Changes the color of the horizontal row divider line

Column and Row Divider Pattern

Changes the type of lines displayed for column and/or row dividers

Display Row Numbers

Puts row numbers for the first column in List Views for easy identification

Display Alternate Row Colors

Displays rows in alternate colors to make List Views easier to read

Data Entry Highlight Color

Changes the Highlight color used throughout the program

If you have specific issues or procedures that you wish me to discuss, just let me know.

Chris Harnish

Customer Development Manager

EngSoft Solutions

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