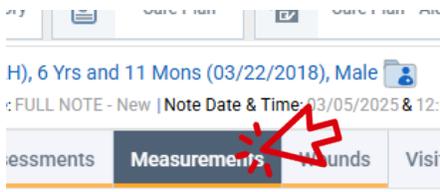
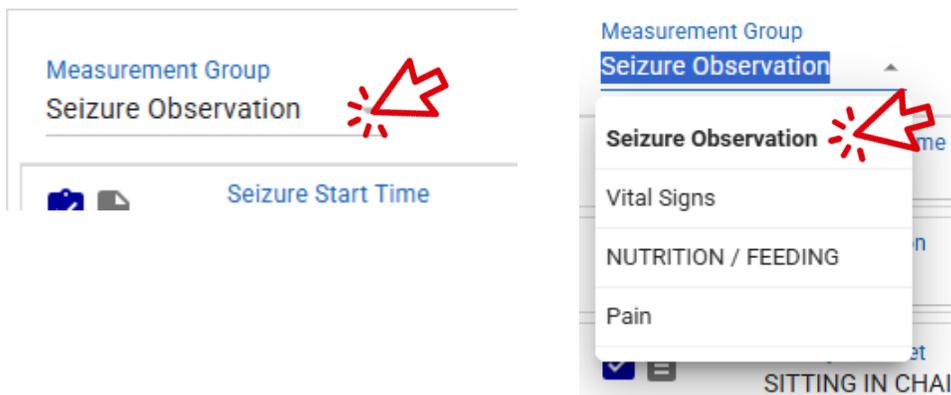


1.) Select the “Measurements” tab.

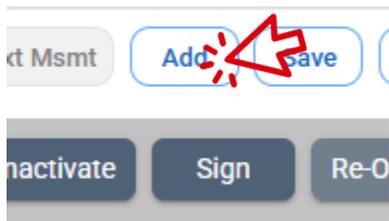


2.) Click the “Measurement Group” drop down, then select the type of measurement you need from the dropdown list.



3.) Is this the first entry of this type of measurement for your shift?

- a. YES: The measurement fields should be blank & the time/date are pre-filled
- b. NO: You will see your last measurement data displayed, click on “Add” near the bottom of the screen to add another measurement.



4.) Fill out all appropriate fields for the measurement (you may need to scroll down).

5.) Once you have completed all fields, click the “Save” button near the bottom.

