



# Projects Guide

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**Version:** V1.2  
**Software:** S2.4.6



# Table of Contents

<b>1</b>	<b>Introduction</b>	<b>5</b>
<b>2</b>	<b>Projects</b>	<b>5</b>
2.1	Teams	5
2.2	Create Project	6
2.2.1	Create LLD Project	8
2.3	Sub Project and Tasks	10
2.3.1	Civils	10
2.3.2	Cables	14
2.3.2.1	Patch Cassette & Pigtails	16
2.3.2.2	Closures	18
2.3.3	Connections	19
2.3.3.1	Patch Cords	20
2.3.3.2	Splice	21
2.3.3.3	Splitter	22
2.4	Capture Planning & Splitter Tool	24
2.4.1	Planning Zone	24
2.4.2	Splitter Zone	25
2.5	Equipment Types and Costs	26
2.5.1	Equipment Type	27
2.5.2	Equipment Cost Estimate	29
2.6	Wayleaves and SED	29
2.6.1	Wayleaves	30
2.6.2	SED	32
2.7	Capacity	33
2.8	Seek Review/Approval	36
2.9	SLD	38
2.10	Design Pack	39
2.10.1	All	40
2.10.2	Civils - Single Duct	41
2.10.3	Civils - Micro/Multiduct	41
2.10.4	Surface Type	42
2.10.5	SLD PDF	43
2.10.6	Cable And Fibre	43
2.10.7	Street Furniture - Cabinet	44
2.10.8	Street Furniture - Chamber	44
2.10.9	Release Sheet	45
2.10.10	Health And Safety Sheet	45
2.10.11	Bill of Quantities	46

# Table of Contents

<b>2.11 Bill of Materials .....</b>	<b>47</b>
<b>2.11.1 BOM PDF .....</b>	<b>47</b>
<b>2.11.2 BOM CSV .....</b>	<b>50</b>
<b>2.12 Works Order .....</b>	<b>50</b>
<b>2.13 Project Status Report .....</b>	<b>53</b>
<b>2.14 Quick guide to creating on the Map .....</b>	<b>56</b>
<b>2.14.1 Map Buttons .....</b>	<b>56</b>
<b>2.14.2 Creating in Map .....</b>	<b>68</b>
<b>2.14.3 Creating Points in Map .....</b>	<b>69</b>
<b>2.14.4 Creating Paths in Map .....</b>	<b>72</b>
<b>2.14.5 Creating Regions .....</b>	<b>76</b>
<b>2.14.5.1 Creating Zones .....</b>	<b>76</b>
<b>2.14.5.2 Creating Default Building .....</b>	<b>78</b>
<b>2.14.5.3 Creating Default Boundary .....</b>	<b>82</b>

# Introduction

## 1 Introduction



The **Project** screen is where you can set up Teams and Projects for the **Designers, Planners, Databuilders** and **Installers**.

This Guide assists you on the setting up **Projects (Designs)** with teams, including status, dependents and phases.

Projects allow **accountability** while building a network, with **Planning** getting **Peer Reviewed** and **Approved** before a Works Order is issued.

The Installers are notified of the **Works Order**, and each item is processed until all is installed.

Dependent on trusted (or untrusted) Installers - the jobs are **verified** and then the Project can be set to **Complete**.

## 2 Projects

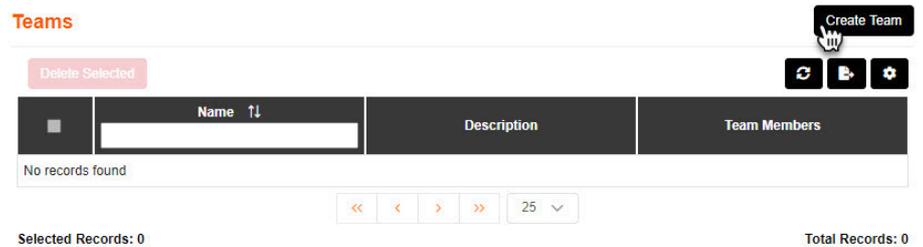
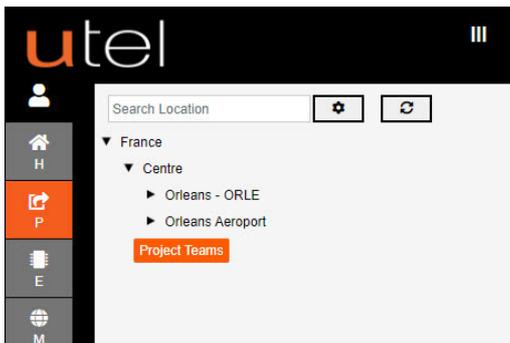
For Simplicity we will be referring to Planners in this document (this includes Designers).

The system will present **buttons in Orange** to indicate an action for user friendly operation.

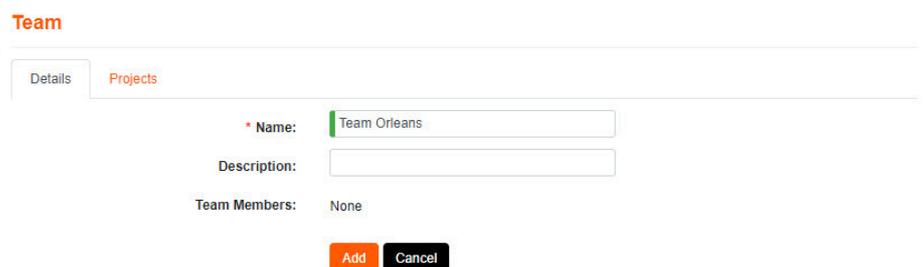
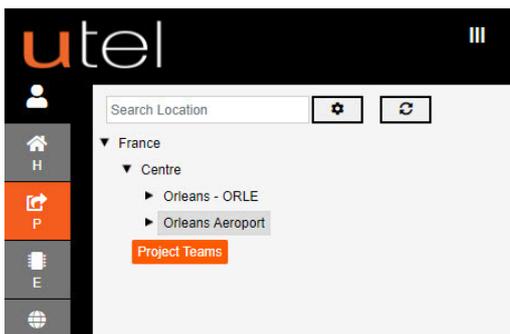
A **Planner** user initiates a Project by forming a Team, and then sets up a Full Project. Navigate to **Project Teams** from the tree.

### 2.1 Teams

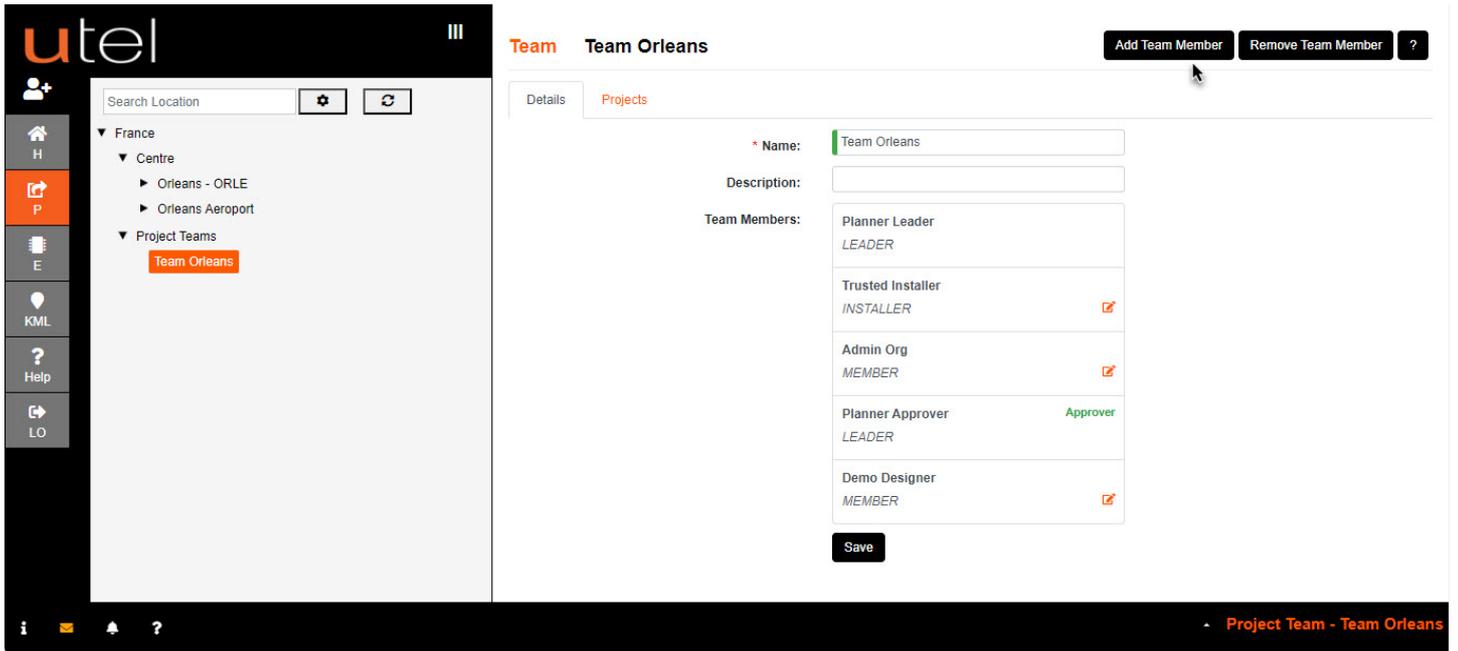
Create a **Team** from the button on the top right corner.



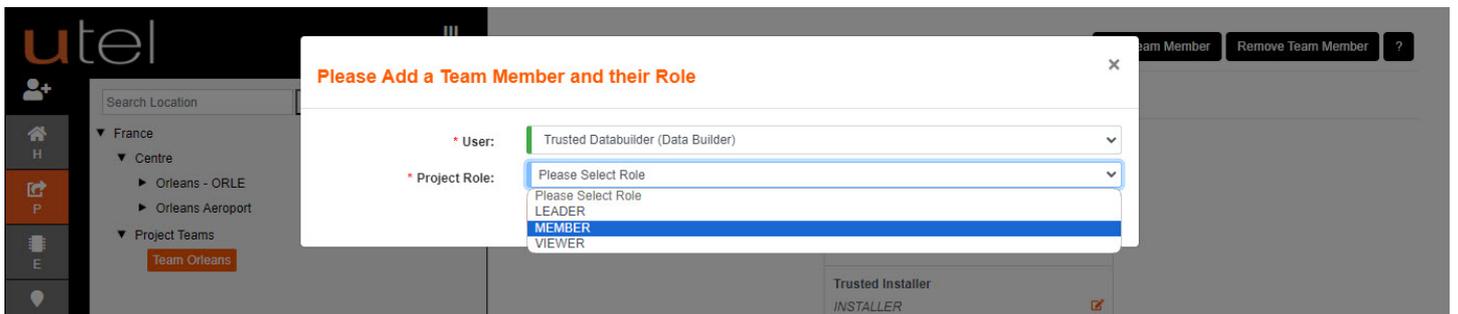
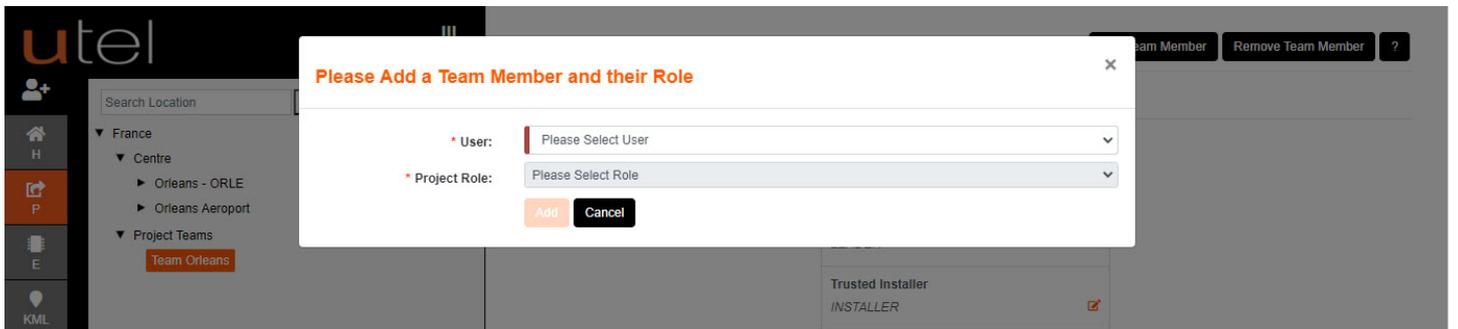
Choose a unique **name** that all users can utilize. Select **Add**.



The planner/user that created the Team will automatically become the **Leader**.



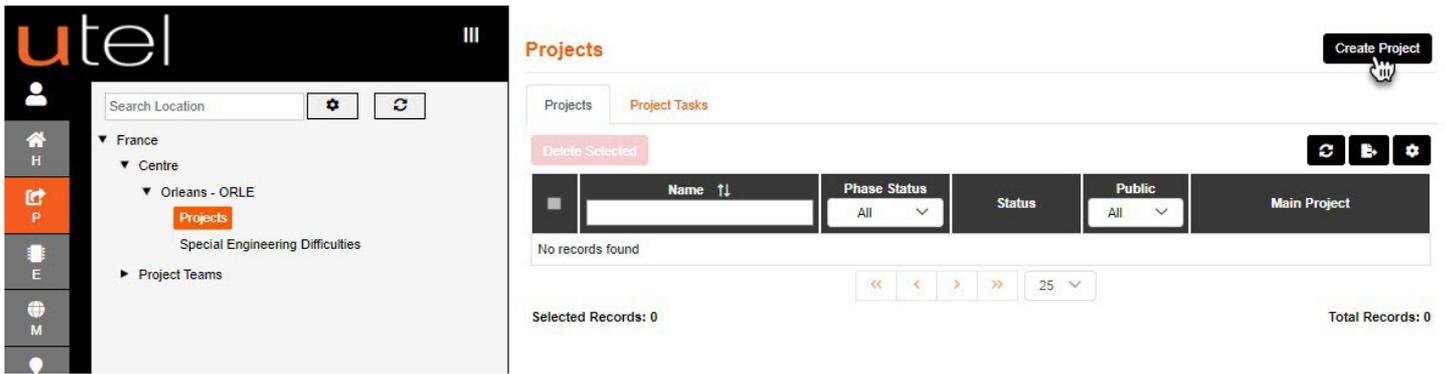
Add **Team Members** as required, but it is advised to add an Approver and an Installer; at the least. The options for user **Project Roles** is either Leader, Member or a Viewer. A Leader can edit details on the project, a Member can add and delete tasks, and a Viewer is read only.



The **Project** can now be created, and the team is ready to start *designing the plan*. Team members can be added at any time, and their roles modified.

## 2.2 Create Project

Signed in as a **Planner** - navigate to the location required, select Projects folder on the tree. Select **Create Project** from the button on the top right corner.



Select a Project **Name**.

The **Start Date** is selected from when the project is created, but is configurable - along with the **End Date**.

The **Team** is defaulted to the one the user is involved in, as well as the **Project Leader**. Both drop downs can be changed if other options are available.

Selecting the project to be **Public** will allow the items to be viewed from the map by different users.

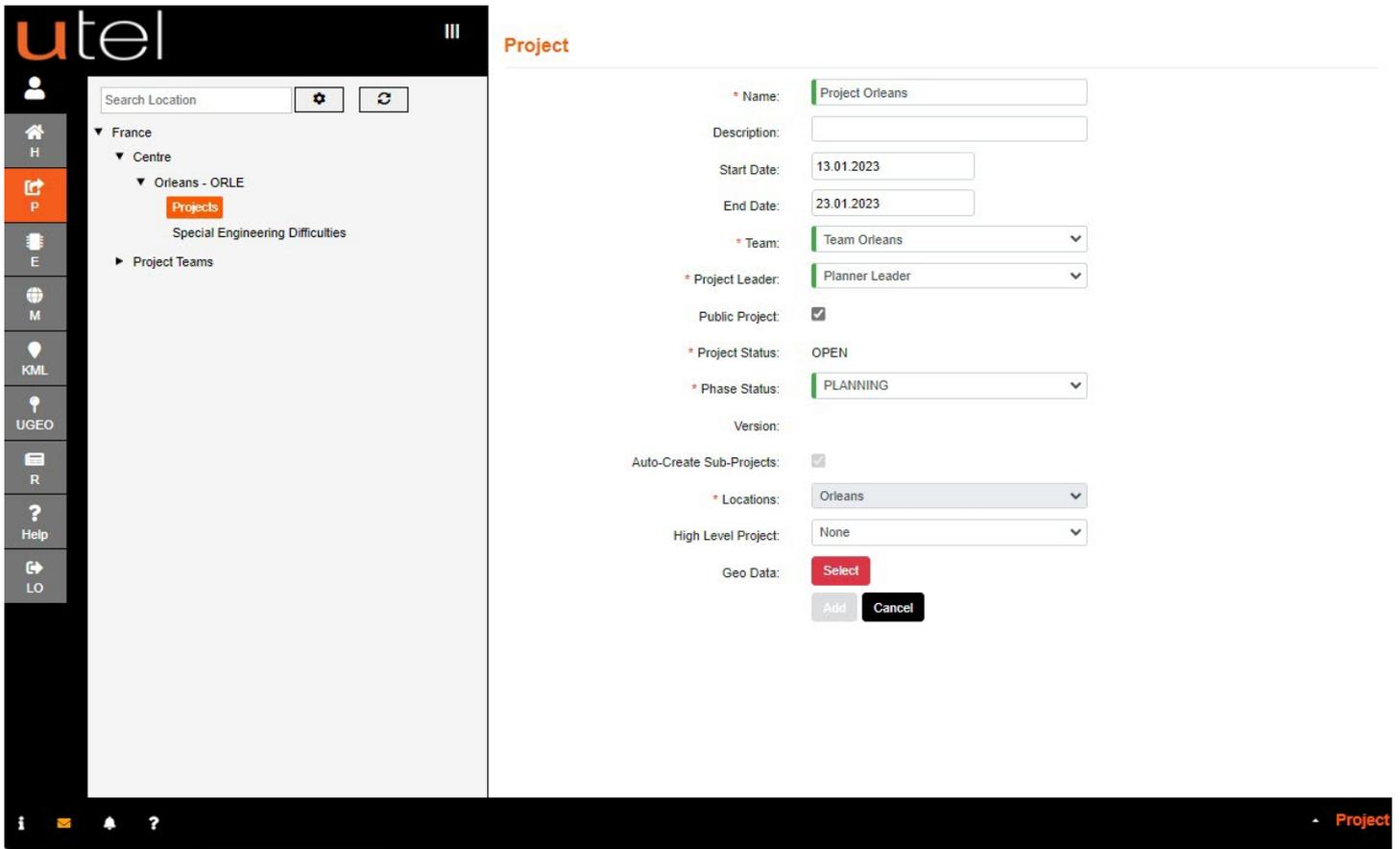
The **Phase Status** will be set to Planning until after review.

At this point no **High Level Project** has been created, but a project can select one at this point. This saves having to exit and create a LLD from it's HLD.

The **Geo Data** outline of the Planning Location needs to be set up via the **Select** button. Create the outline similar to creating the POP Location. When satisfied then select 'Save'.

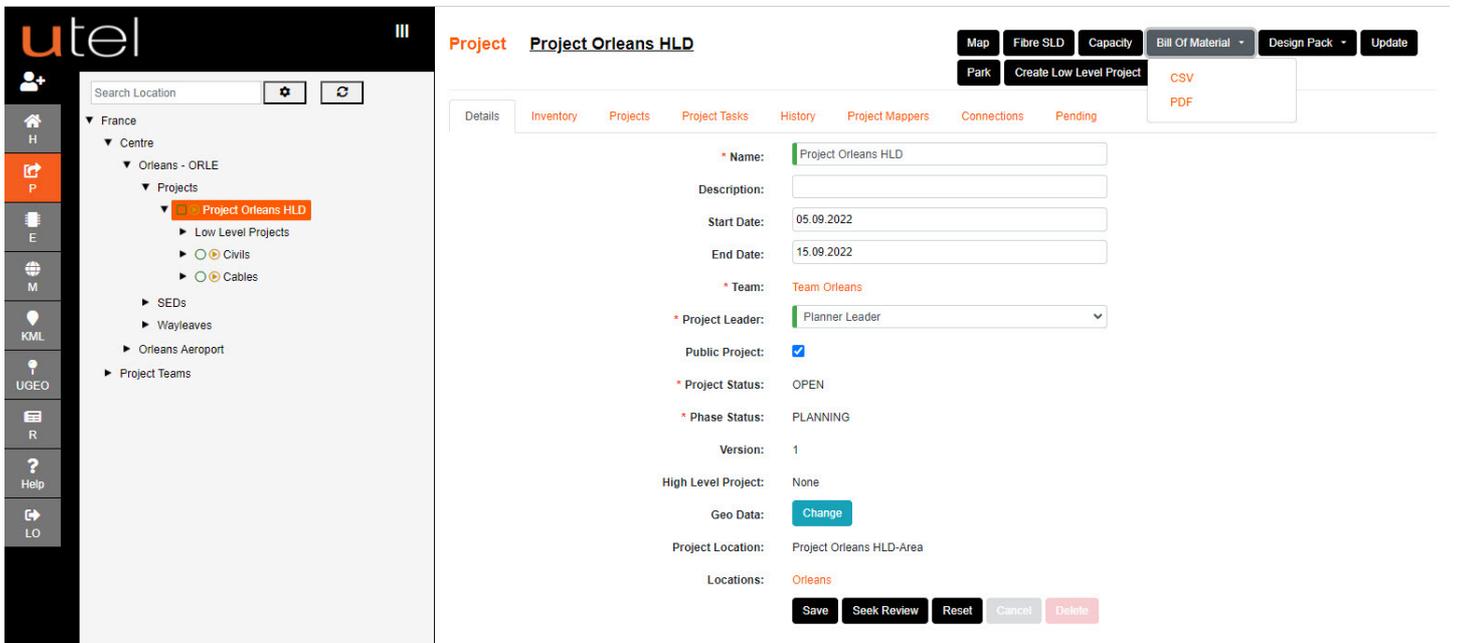
The user will be navigated back to the form, and the button will now display **Change**.

Select **Add** to create the Project.



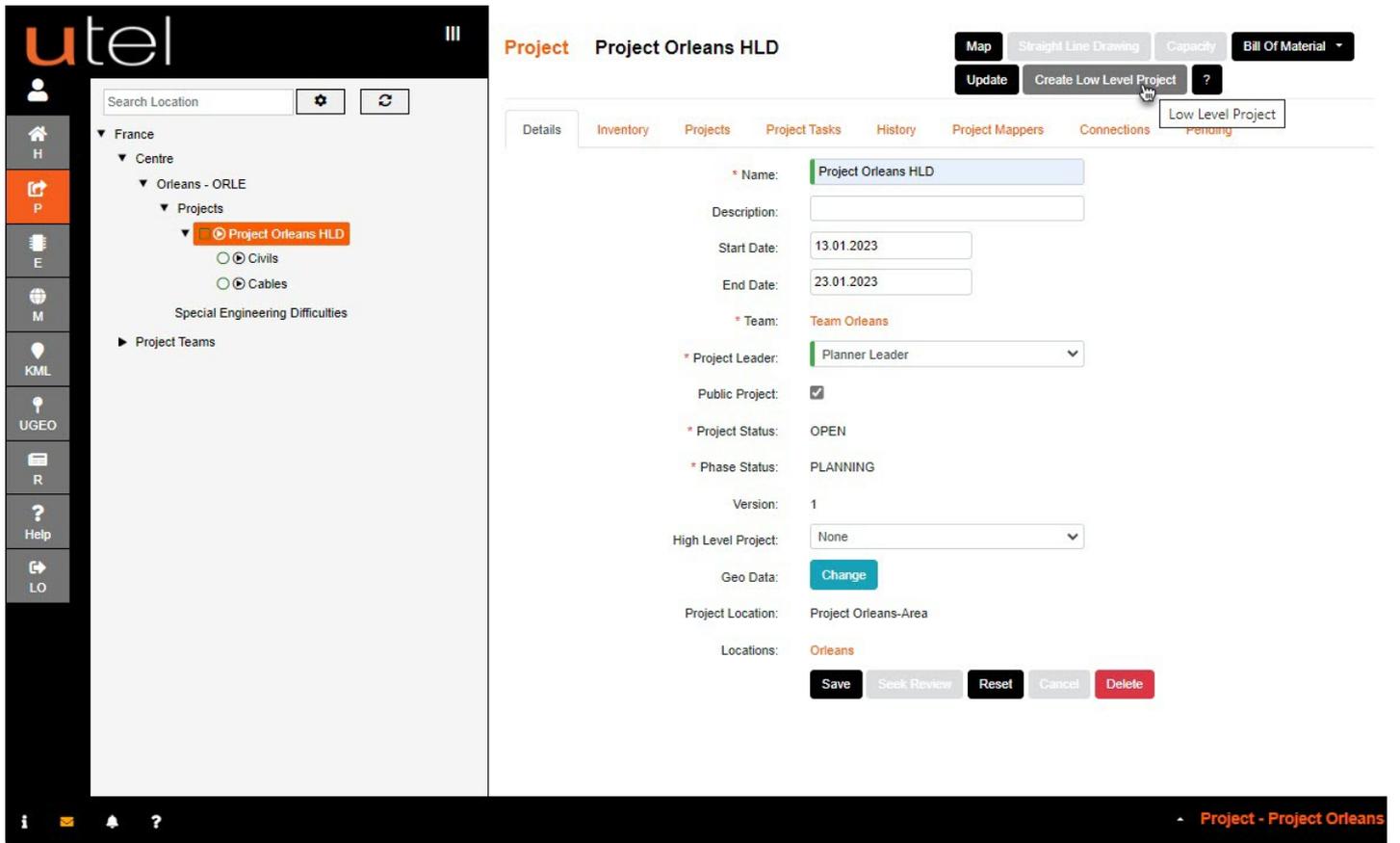
The **Project** will be added to the tree.

If any projects get deleted - the **Update** folder will bring them back to the defaulted items for a Full Project.

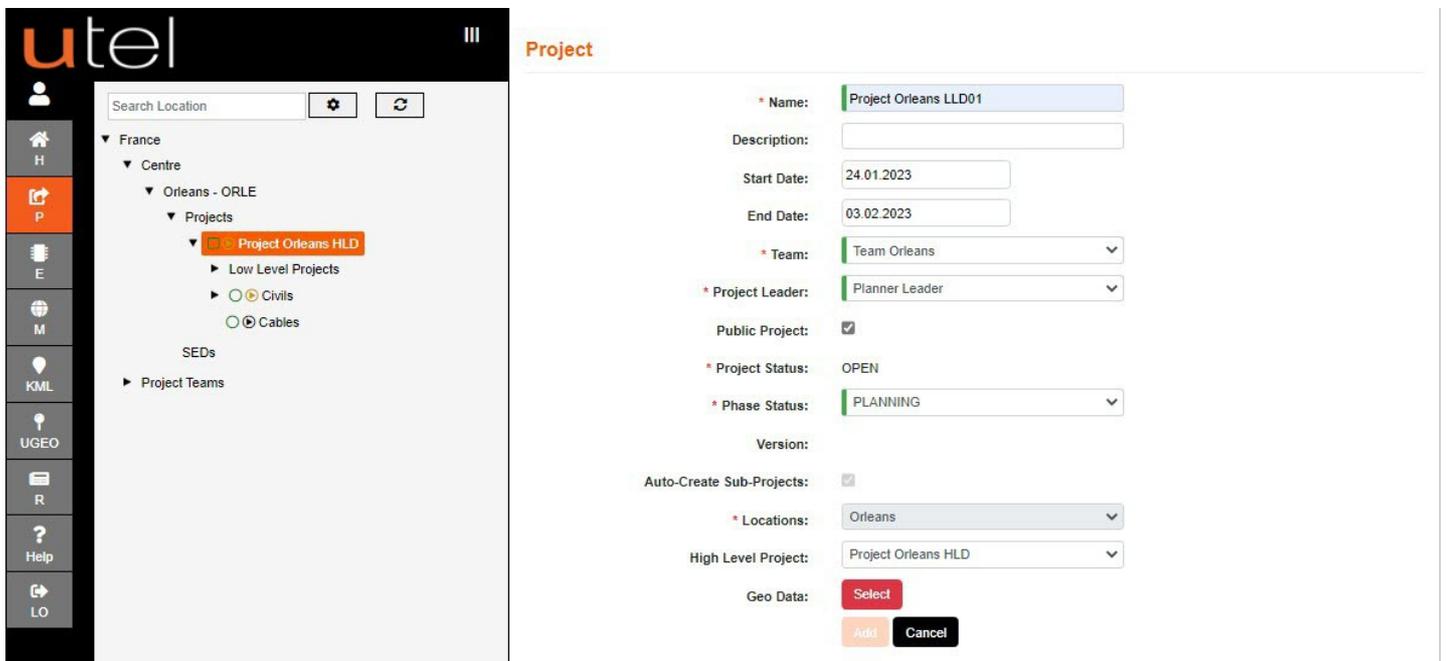


## 2.2.1 Create LLD Project

After creating a HLD Project, and the main architecture is in place for a LLD, select the **'Create Low Level Project'**, button



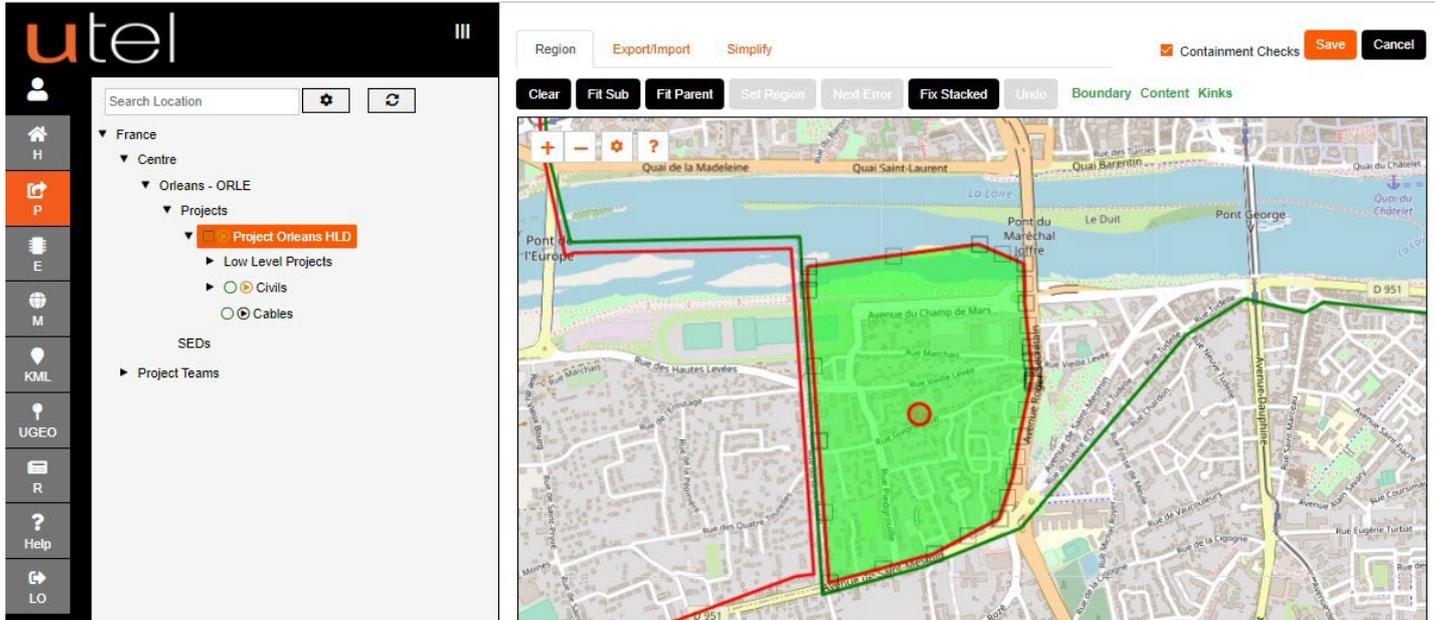
The user will be presented with a similar form as the Main project. Enter the LLD projects **name**.



Create the **outline** for the LLD, **Save** when satisfied.

The navigation will present the project form and in order to save the project - select **Add**. The project will then be displayed on the tree, under the HLD.

The user can modify the outline at anytime by selecting Geo Data 'Change' button.



## 2.3 Sub Project and Tasks

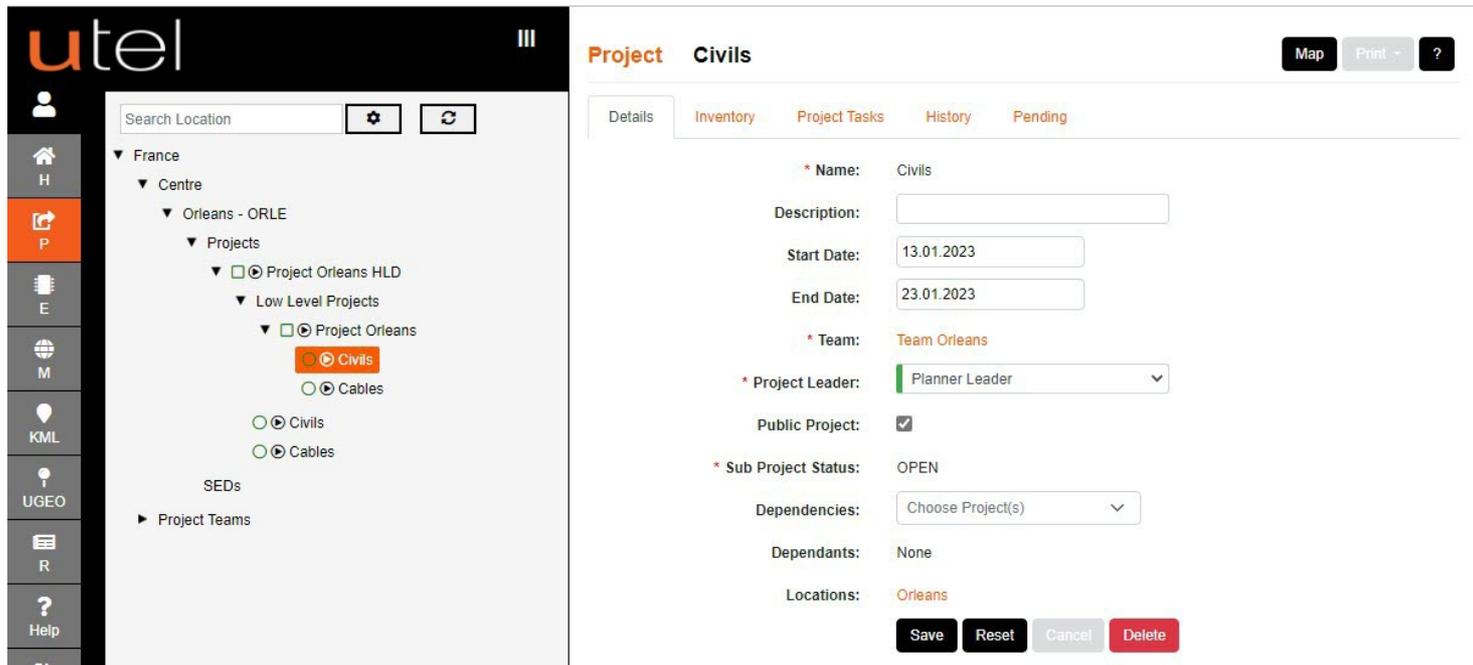
The project set up is broken into separate **sub-projects**; *Civils* and *Cables*.

### 2.3.1 Civils

The project is broken up into separate **Civil** sub-projects; Manholes, Cabinets, Poles, DP, NT, Microwave, ONT, Ducts and Trenches.

Creating **Civil's** should be processed first before the users can create **Cables**.

Any Zones, DP Locations, Properties and similar that are already existing in the POP Location will be seen in the tree.

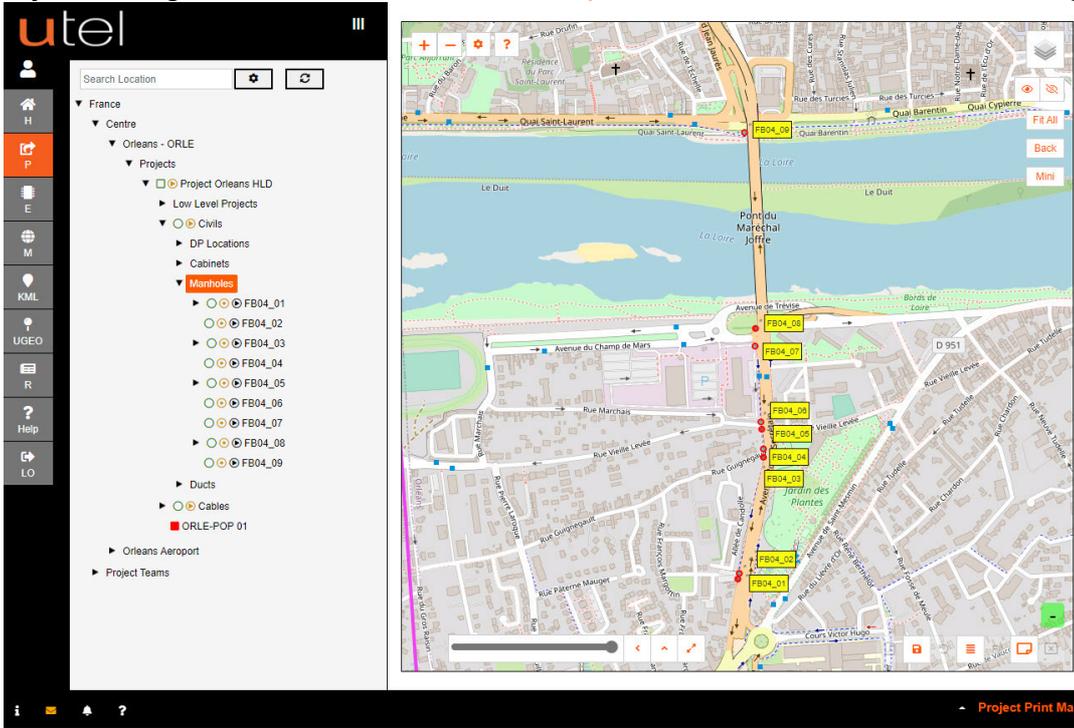


Navigating to the **map** from the button on the top right corner will show the planning location chosen.

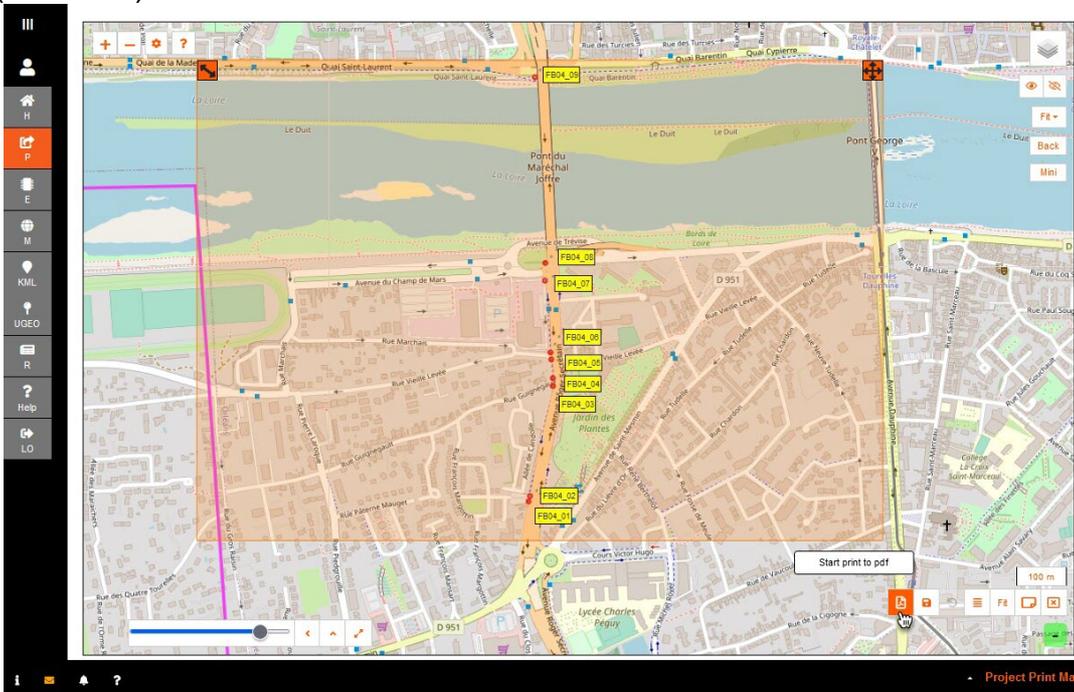


Printing a full Manhole job can be accessed by the **Print** button on the top right hand side, whilst on the *Manhole Folder*.

Adjust the tags, then click on the **'Place A4 print outline'** button on the bottom right corner (as shown).



Move, and expand, the print view box, then select the **'Start print to pdf'** button on the bottom right corner (as shown).



The **pdf** will process, and then prompt whether to save or open.

The **Manholes** PDF (Poles and Cabinets will be similar):


Project Orleans HLD (Manholes)



**Legend / Key**

●
Footway Box - New

Name	Type	Status	Latitude	Longitude
FB04_01	Footway Box	Planning/Unavailable	47.899971	1.895024
FB04_02	Footway Box	Planning/Unavailable	47.890068	1.895061
FB04_03	Footway Box	Planning/Unavailable	47.892079	1.895678
FB04_04	Footway Box	Planning/Unavailable	47.892223	1.895678
FB04_05	Footway Box	Planning/Unavailable	47.892564	1.895635
FB04_06	Footway Box	Planning/Unavailable	47.892890	1.895614
FB04_07	Footway Box	Planning/Unavailable	47.894003	1.895483
FB04_08	Footway Box	Planning/Unavailable	47.894309	1.895474
FB04_09	Footway Box	Planning/Unavailable	47.897701	1.895195

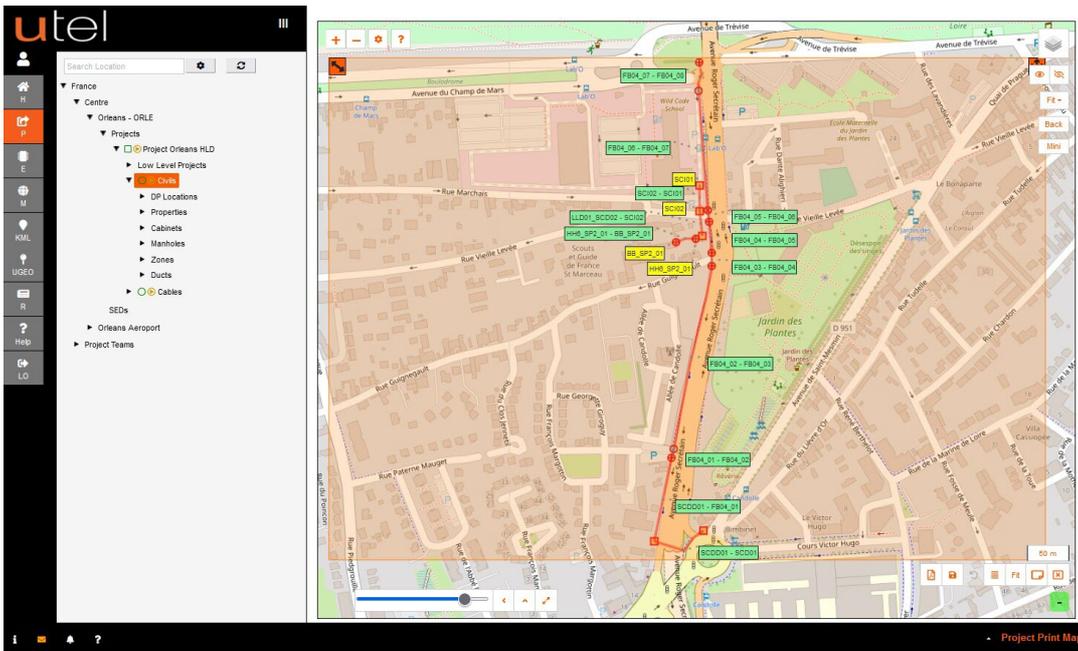
Manholes Installation Information			
Project Name	Project Orleans HLD		
Province	Centre	Region	Orleans
Author	Planner Leader	Author Email	marianne.allan@utel.co.uk
Approver		Approver email	
Date Issued	2/2/2023		



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Page 1 of 1

Printing can also be accessed via **Civils** folder.  
 Use the **Print** drop down to choose the type of Civil to be printed, this is Ducts;



The **Ducts** PDF (Trench will be similar):

Legend / Key		
<span style="color: red;">—</span>	8/5mm Multiduct 3 Way - New	
<span style="color: red;">—</span>	8/5mm Multiduct 4 Way - New	
<span style="color: red;">—</span>	12/10mm Multiduct 4 Way - New	
<span style="color: red;">—</span>	12/10mm Multiduct 7 Way - New	
<span style="color: blue;">●</span>	Boundary Box With Closure - New	
<span style="color: purple;">●</span>	CBT 4 Way - Existing	
<span style="color: red;">—</span>	Duct - New	
<span style="color: cyan;">●</span>	Footway Box With Closure - New	
<span style="color: cyan;">●</span>	Handhole (600 mm) With Closure - New	
<span style="color: orange;">■</span>	Internal Cabinet - New	
<span style="color: orange;">■</span>	Street Cabinet (Double Door) - New	
<span style="color: orange;">■</span>	Street Cabinet (Single Door) - New	

Name	Type	Length (m)
FB04_01 - FB04_02	12/10mm Multiduct 7 Way	11.16
FB04_02 - FB04_03	12/10mm Multiduct 7 Way	228.55
FB04_03 - FB04_04	12/10mm Multiduct 7 Way	16.00
FB04_04 - FB04_05	12/10mm Multiduct 7 Way	38.17
FB04_05 - FB04_06	12/10mm Multiduct 7 Way	14.09
FB04_06 - FB04_07	12/10mm Multiduct 7 Way	146.42
FB04_07 - FB04_08	12/10mm Multiduct 7 Way	34.93
HH6_SP2_01 - BB_SP2_01	Duct	24.67
LLD01_SCD02 - SCD02	12/10mm Multiduct 4 Way	30.45
SCDD01 - FB04_01	12/10mm Multiduct 4 Way	104.10
SCDD01 - SCD01	8/5mm	72.32

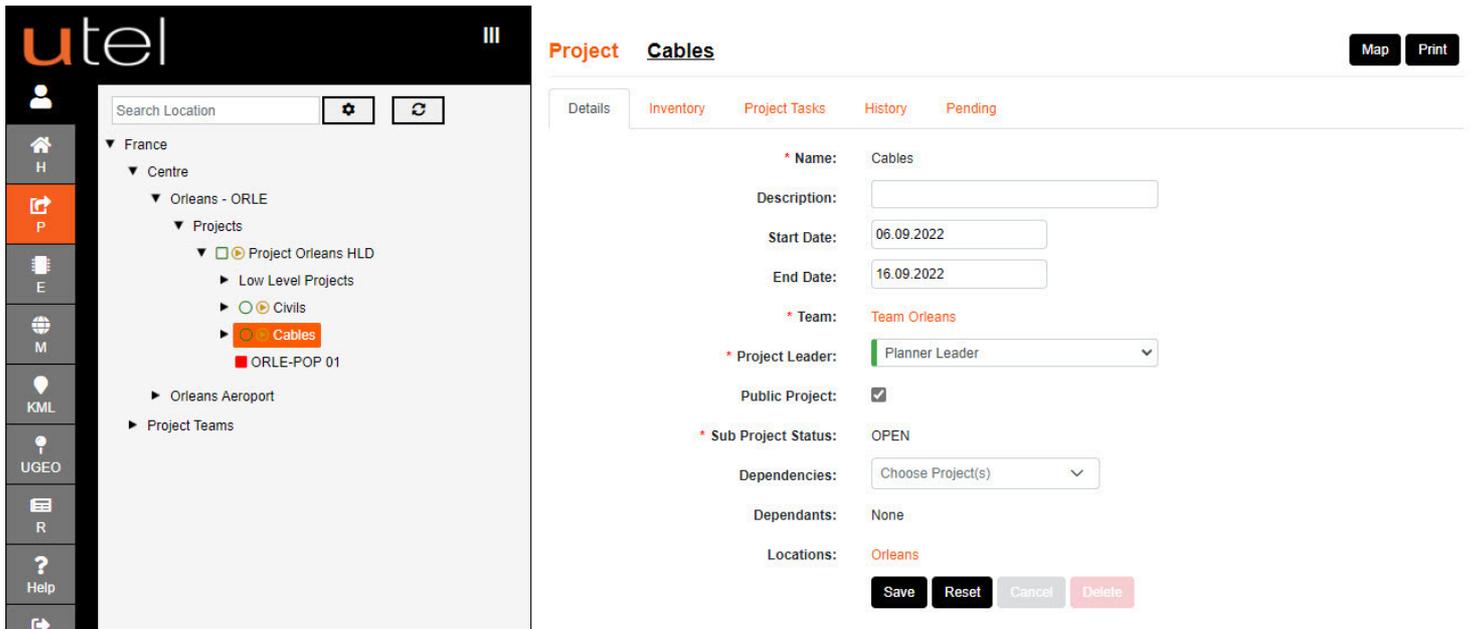
Duct Installation Information				
Project Name	Project Orleans HLD			
Province	Centre	Region	Orleans	
Author	Planner Leader	Author Email	marianne.allan@utel.co.uk	
Approver		Approver email		
Date Issued	2/2/2023	Total Length(m)	752.3400000000001	

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page 1 of 3

Product Summary				
Product	Quantity	Length (m)	Total (m)	Total (m) + 20%
12/10mm Multiduct 7 Way	7	11.16 + 228.55 + 16.00 + 38.17 + 14.09 + 146.42 + 34.93	489.32	587.18
Duct	1	24.67	24.67	29.60
12/10mm Multiduct 4 Way	2	30.45 + 104.10	134.55	161.46
8/5mm Multiduct 4 Way	1	72.32	72.32	86.78
8/5mm Multiduct 3 Way	1	31.48	31.48	37.78

## 2.3.2 Cables

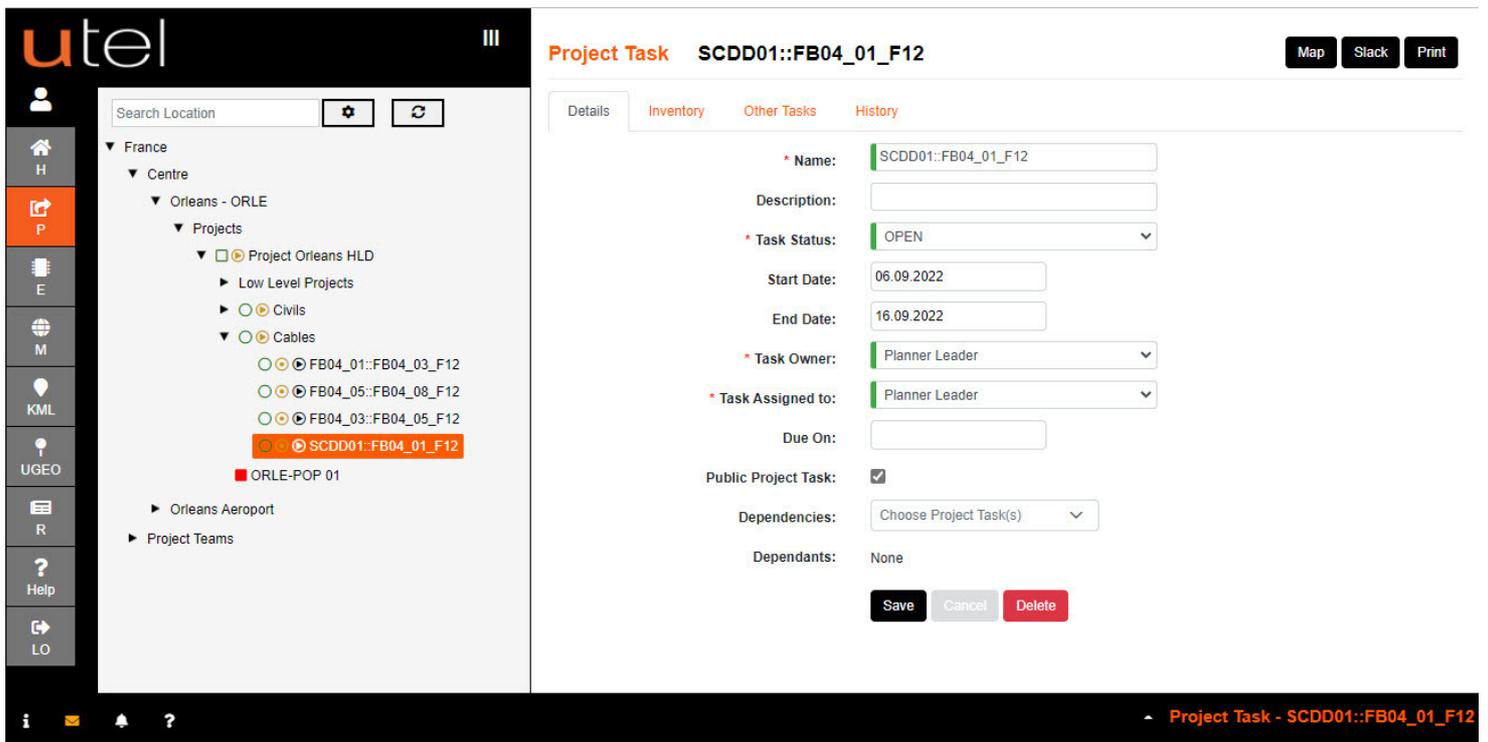
Creating **Cables** should be processed first before the users can **Connections**.



Navigating to the **map** from the button on the top right corner will show the project within the POP location.

You can now start creating your cables (similar to [Create Civils](#)<sup>[10]</sup>).

**Cables** will automatically be added to the **tree**, along with the associated **Closures**, **Patch Cassette** and **Pigtails**.



Printing a Cable job can be accessed by the **Print** button on the top right hand side.

Adjust the tags, then click on the 'Place A4 print outline' button on the bottom right corner.

Select the main **Cables** folder to print all the cables in one pdf document.  
Individual Cables can be printed from the desired cable node

The printed **Cables** PDF (partial):

Legend / Key			
<span style="color: blue;">●</span>	Footway Box With Closure - New		
<span style="color: red;">—</span>	Cable 12 Fiber (1tx12f) - New		

FIBER CABLE SIZE	12F		
CABLE SHEATH	red		
STATUS	Planning/Unavailable		
Name	Slack (m)	Length (m)	Colour
FB04_03	0		

Cable Float Project Information			
Cable Name	FB04_01:FB04_03_F12		
Province	Centre	Region	Orleans
Author	Planner Leader	Author Email	marianne.allan@utel.co.uk
Approver		Approver email	
Date Issued	2/2/2023	Total Length (m)	0

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### 2.3.2.1 Patch Cassette & Pigtails

When a cable is created from a POP, and Street Cabinet, the **Patch Cassette** and **Pigtails** will automatically be added to the tree under their associated enclosure.

**Project Task** PCA\_SCDD01::FB04\_01\_F12 A-END 01 Map Print Connections

---

Details Inventory History

\* Name:

Description:

\* Task Status:

Start Date:

End Date:

\* Task Owner:

\* Task Assigned to:

Due On:

Public Project Task:

Dependencies:

Dependants: None

**Print Connections** from Pigtails (individual) will give a single report.  
 Civils Folder **Print** drop down, will print all the Pigtails.

**Pigtails** PDF:



**Pigtail ID: PT\_SCD01::SCDD01\_F24 B-END**



Pigtail Type	Pigtail (2tx12f)	Pigtail Name	PT_SCD01::SCDD01_F24 B-END
Enclosure Type	Street Cabinet (Double Door)	Enclosure Name	SCDD01
Latitude	47.8890536109	Longitude	1.8947446346

**Legend / Key**

Street Cabinet (Double Door) - New

Connections Table				
SCD01::SCDD01_F24				PCA_SCD01::SCDD01_F24 B-END 01
Fibre	Tube	Tube Fibre	Fibre colour	Port
F1	1	1	blue	P1
F2	1	2	orange	P2
F3	1	3	green	P3
F4	1	4	brown	P4
F5	1	5	gray	P5
F6	1	6	white	P6
F7	1	7	red	P7
F8	1	8	black	P8
F9	1	9	yellow	P9
F10	1	10	purple	P10
F11	1	11	pink	P11
F12	1	12	aqua	P12
F13	2	1	blue	P13
F14	2	2	orange	P14
F15	2	3	green	P15
F16	2	4	brown	P16
F17	2	5	gray	P17
F18	2	6	white	P18
F19	2	7	red	P19
F20	2	8	black	P20
F21	2	9	yellow	P21
F22	2	10	purple	P22
F23	2	11	pink	P23
F24	2	12	aqua	P24

Pigtail Installation Information			
Project Name	Project Orleans HLD		
Province	Centre	Region	Orleans
Author	Planner Leader	Author Email	marianne.allan@utel.co.uk
Approver		Approver email	
Date Issued	3/2/2023		



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Page 1 of 1

**Print Connections** from Patch Cassette (individual) will give a single report.  
 Civils Folder **Print** drop down, will print all the Patch Cassettes.

A **Patch Cassette** PDF can only be printed after **Connections** have been made:



Patch Cassette ID: PCA\_LLD01\_SCD02::HH6\_SP2\_01\_F18 A-END 01



PCA Type	24 Way LC-APC Pigtail Patch Cassette	PCA Name	PCA_LLD01_SCD01::LLD01_SCD02_F24 A-END 01
Enclosure Type	Street Cabinet (Single Door)	Enclosure Name	LLD01_SCD01

Legend / Key

Street Cabinet (Single Door) - New

Connections Table

FB04_04::LLD01_SCD01_F12				LLD01_SCD01::LLD01_SCD02_F24			
Fibre	Tube	Tube Fibre	Fibre colour	Fibre	Tube	Tube Fibre	Fibre colour
F1	1	1	blue	F1	1	1	blue
F1	1	1	blue	F2	1	2	orange
F1	1	1	blue	F3	1	3	green
F1	1	1	blue	F4	1	4	brown

NOT APPROVED

Patch Cassette Installation Information			
Project Name	Project Orleans LLD01		
Province	Centre	Region	Orleans
Author	Planner Leader	Author Email	marianne.allan@utel.co.uk
Approver		Approver email	
Date Issued	3/2/2023		



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Page 1 of 14

### 2.3.2.2 Closures

Closures are created along with the cables, when starting or ending from a Manhole or Pole.

Print Connections from Closure (individual) will give a single report.

Civils Folder Print drop down, will print all the Closures.

Closures PDF can only be printed after Connections have been made:


Closure ID: JC\_FB04\_01\_SCDD01::FB04\_01\_F12



Closure Type	4 way Closure	Closure Name	JC_FB04_01_SCDD01::FB04_01_F12
Enclosure Type	Footway Box	Enclosure Name	FB04_01
Latitude	47.8899708911	Longitude	1.8950235844

Legend / Key

- Footway Box With Closure - New

Connections Table				
FB04 SPLC SPLTR 1:8	FB04_01:FB04_03_F12			
Port	Fibre	Tube	Tube Fibre	Fibre colour
P1	F5	1	5	gray
P2	F6	1	6	white
P3	F7	1	7	red
P4	F8	1	8	black
P5	F9	1	9	yellow
P6	F10	1	10	purple
P7	F11	1	11	pink
P8	F12	1	12	aqua

Closure Installation Information			
Project Name	Project Orleans HLD		
Province	Centre	Region	Orleans
Author	Planner Leader	Author Email	marianne.allan@utel.co.uk
Approver		Approver email	
Date Issued	3/2/2023		



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Page 1 of 3

### 2.3.3 Connections

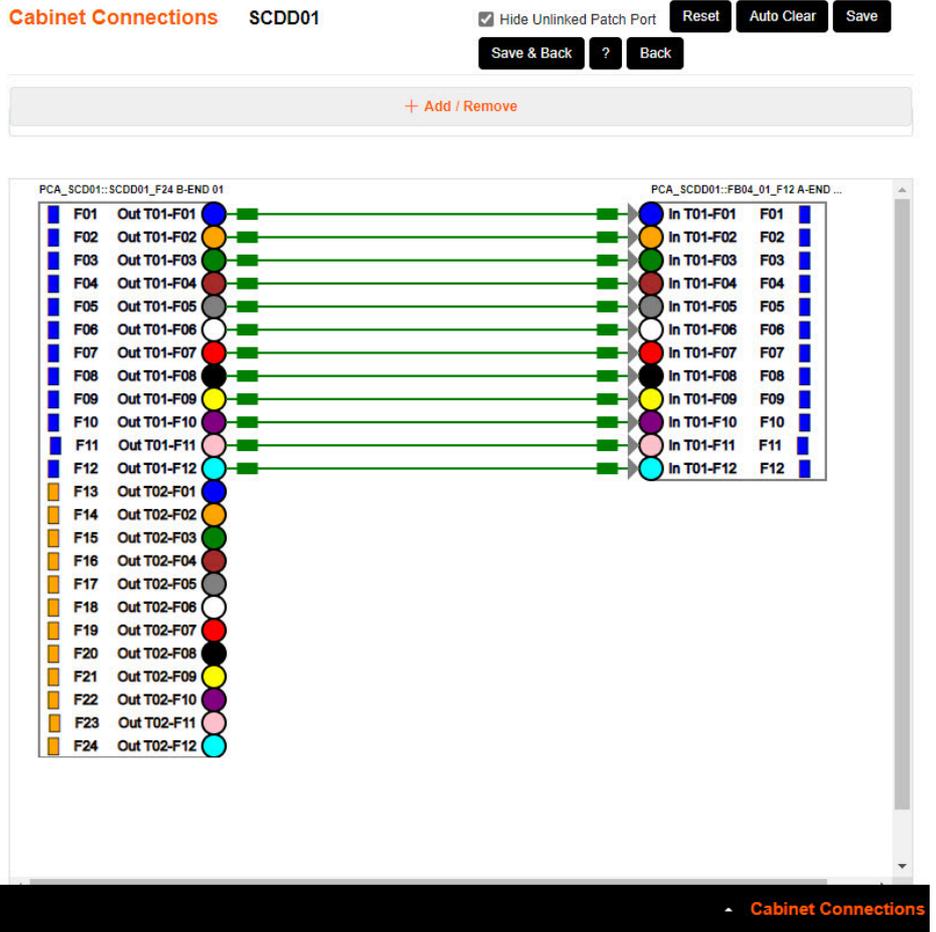
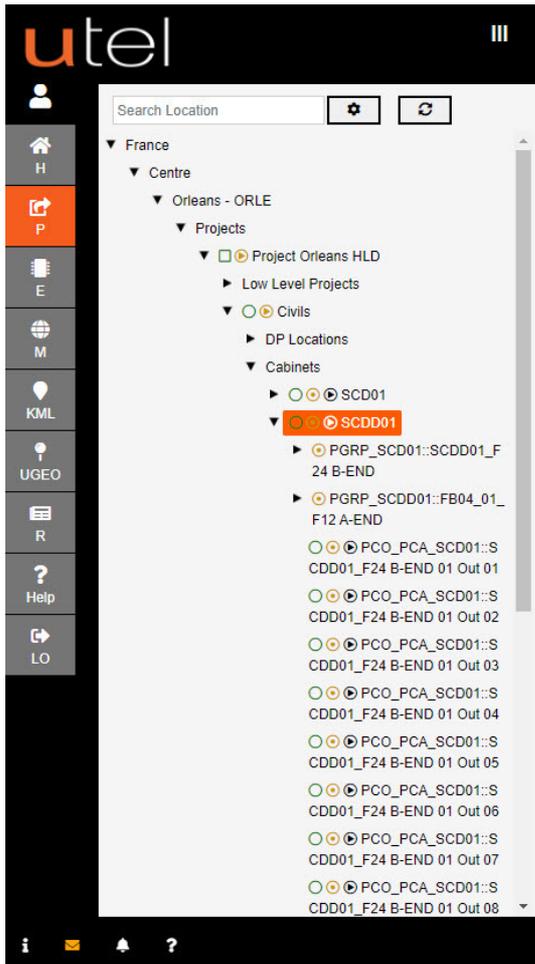
The Connections (Splice, Splitter and Patch Cords) will be added to the tree under their associated enclosure.

Navigating to the **map** you can now start creating your connections from the point item **Connections** screen.



### 2.3.3.1 Patch Cords

The **Patch Cords** are created in the POP, Cabinet, NT, ONT and DP Connection Screens.



**Print Connections** from Patch Cord (individual) will give single report  
**Print** from Cabinet folder, or Civils Folder **Print** drop down, will print all the Patch Cord connections.

The **Patch Cord** PDF:



Patch Cord ID: PCO\_PCA\_LLD01\_SCD02::SCI02\_F8 B-END 01 Out 04



Patch Cord Type	LC-APC to LC-APC Patch	Patch Cord Name	PCO_PCA_SCD01::SCDD01_F24 B-END 01 Out 01
Enclosure Type	Street Cabinet (Double Door)	Enclosure Name	SCDD01
Latitude	47.8890536109	Longitude	1.8947446346

Legend / Key

Street Cabinet (Double Door) - New

Connections Table	
PCA_SCD01::SCDD01_F24 B-END 01	PCA_SCD01::FB04_01_F12 A-END 01
Port	Port
P1	P1
P2	P2
P3	P3
P4	P4
P5	P5
P6	P6
P7	P7
P8	P8
P9	P9
P10	P10

Patch Cord Installation Information			
Project Name	Project Orleans HLD		
Province	Centre	Region	Orleans
Author	Planner Leader	Author Email	marianne.allan@utel.co.uk
Approver		Approver email	
Date Issued	3/2/2023		



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Page 2 of 3

### 2.3.3.2 Splice

**Splice** connections are created in the Manhole and Pole Joint Closure Connection Screens.

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**Joint Closure Connections** FB04\_01: JC\_FB04\_01\_SCDD01::FB04\_01\_F12

Buttons: Reset, Auto Clear, Save, Save & Back, Back

Configuration: Add / Remove

- Splitters: Add, Remove
- Preallocated: Add, Remove
- Terminal Filters: Add, Remove

New Connections Saved With:
 

- Spliced Joint
- Looped Joint

Diagram: SCDD01::FB04\_01\_F12 to FB04\_01:FB04\_03\_F12 via FB04 SPLC SPLTR 1:8

**Print Connections** from Splice (individual) will give a single report. Civils Folder **Print** drop down, will print all the Splice connections.

A **Splice** PDF:

Splice ID: SPLC\_FB04\_01:FB04\_03\_F12 Out T01-F01

Splice Type	Splice	Splice Name	SPLC_FB04 SPLC SPLTR 1:8 Out 1
Enclosure Type	Footway Box	Enclosure Name	FB04_01
Latitude	47.8899708911	Longitude	1.8950235844

Legend / Key: Footway Box - New

FB04 SPLC SPLTR 1:8		FB04_01:FB04_03_F12		
Port	Fibre	Tube	Tube Fibre	Fibre colour
P1	F5	1	5	gray
P2	F6	1	6	white
P3	F7	1	7	red
P4	F8	1	8	black
P5	F9	1	9	yellow
P6	F10	1	10	purple
P7	F11	1	11	pink
P8	F12	1	12	aqua

### 2.3.3.3 Splitter

**Splitter** connections can be created in Joint Closures, Cabinets, DP and TAF Out (POP) Connection Screens.

**Print Connections** from Splitter (individual) will give a single report. Civils Folder **Print** drop down, will print all the Splitter connections.

The **Splitter** PDF (OUT):



Splitter ID: FB04 SPLC SPLTR 1:8



Splitter Type	1:8 Splice Splitter	Splitter Name	FB04 SPLC SPLTR 1:8
Enclosure Type	Footway Box	Enclosure Name	FB04_01
Latitude	47.8899708911	Longitude	1.8950235844

**Legend / Key**

● Footway Box With Closure - New

Connections Table				
FB04 SPLC SPLTR 1:8	FB04_01:FB04_03_F12			
Port	Fibre	Tube	Tube Fibre	Fibre colour
P1	F5	1	5	gray
P2	F6	1	6	white
P3	F7	1	7	red
P4	F8	1	8	black
P5	F9	1	9	yellow
P6	F10	1	10	purple
P7	F11	1	11	pink
P8	F12	1	12	aqua

Splitter Installation Information			
Project Name	Project Orleans HLD		
Province	Centre	Region	Orleans
Author	Planner Leader	Author Email	marianne.allan@utel.co.uk
Approver		Approver email	
Date Issued	3/2/2023		



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Hadleigh, United Kingdom

Page 1 of 2

The **Splitter** PDF (IN):



Splitter ID: FB04 SPLC SPLTR 1:8

Connections Table				
FB04 SPLC SPLTR 1:8	SCDD01::FB04_01_F12			
Port	Fibre	Tube	Tube Fibre	Fibre colour
P1	F5	1	5	gray

## 2.4 Capture Planning & Splitter Tool

Capture Planning and Splitter tools are an added feature available to help with planning out the design and distribution of splitters.

### 2.4.1 Planning Zone

Select '**Capture Planning Zone**' button located on the top of the map.

The Capture Planning Zone creation is a *region* so the same process is applied. Click points was used in this example.

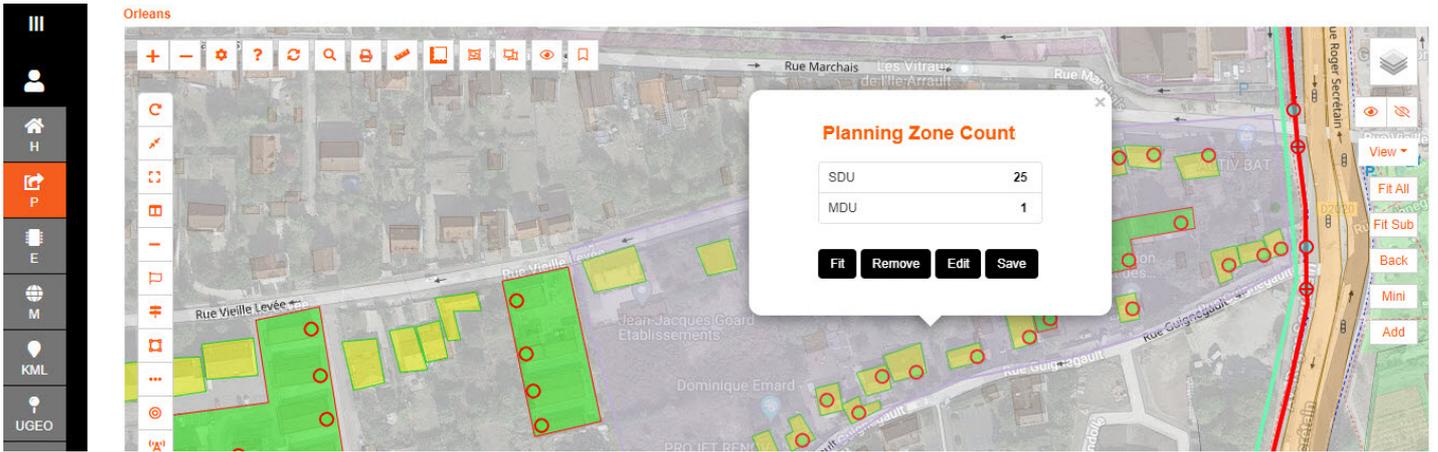


Once the polygon is closed then a **pop up** is presented indicating how many *single and multiple dwelling units* are captured within.

**Edit** the outline accordingly and the **count is updated**.

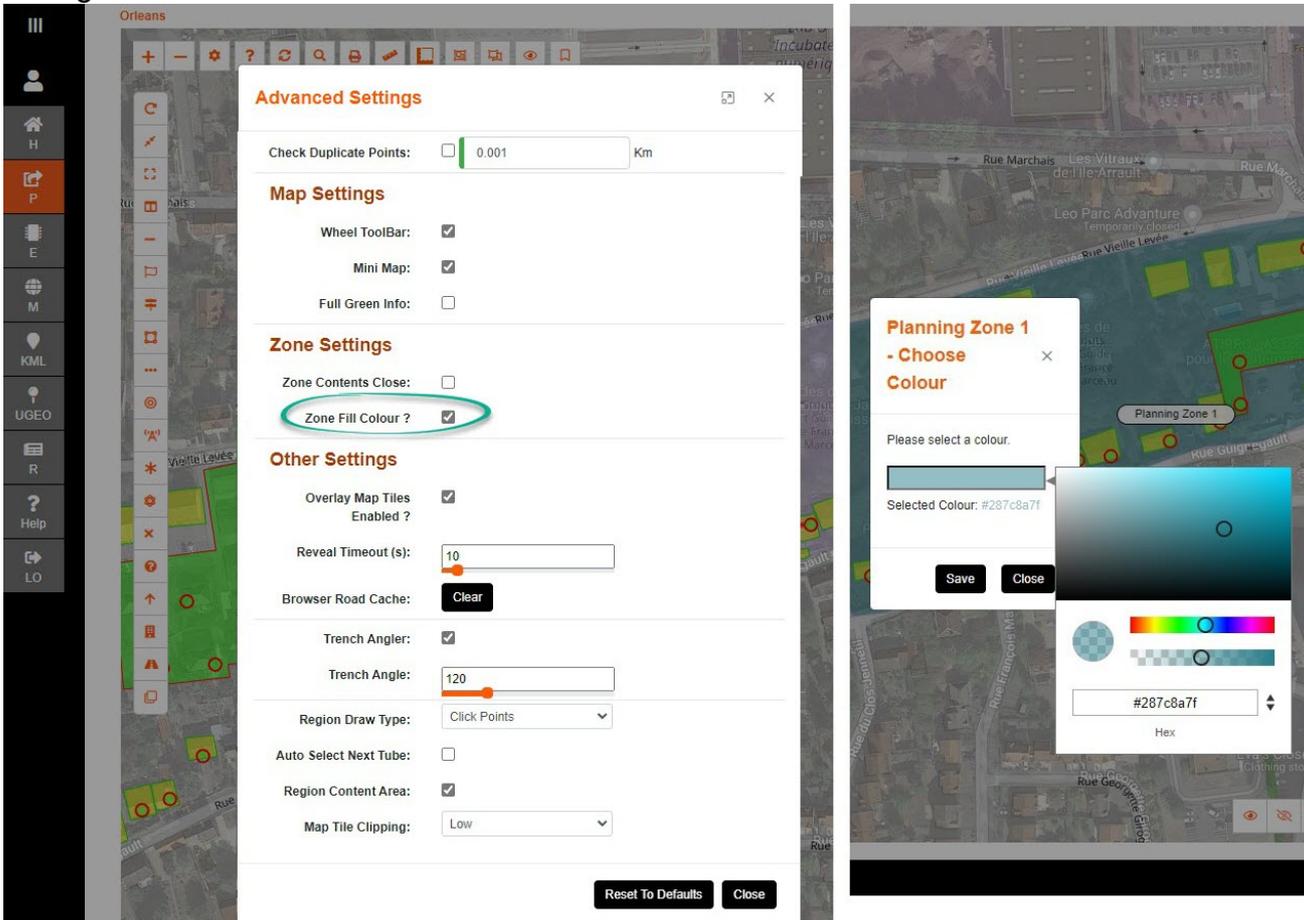
This tool can be used to capture the exact amount of houses a planning zone requires for optimum designing.

**Save** is an option to utilize the zone as a regular zone; where the civil's can be encapsulated within for ease of **grouping**.



*Advanced Map Settings* has the option to 'colour' the items the same colour that is chosen for the zone to optimize the grouping.

Select the Zones '**Set Colour**' button. Select the *colour*, and *opacity*, of the zone to allow it to be distinguished.



## 2.4.2 Splitter Zone

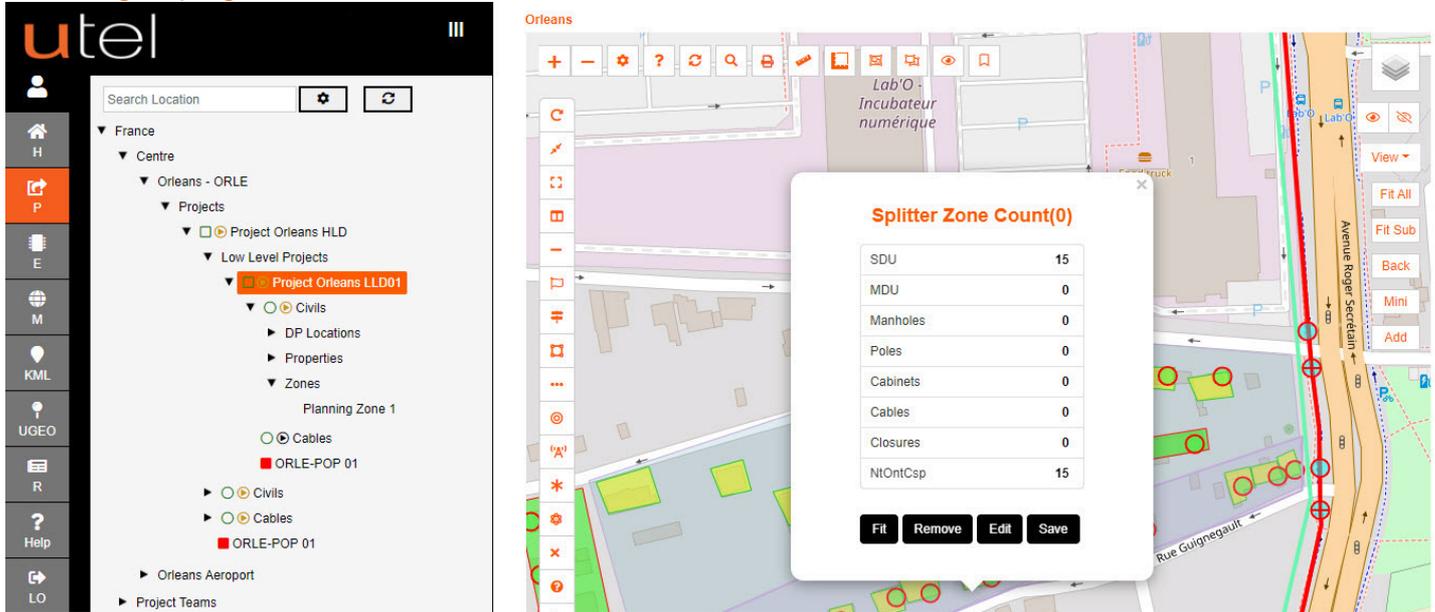
Select '**Capture Splitter Zone**' button located on the top of the map. Start placing your polygon on the map.

Once the polygon is closed then a **pop up** is presented indicating how many SDU's and MDU's (*single and multiple dwelling units*) are captured within.

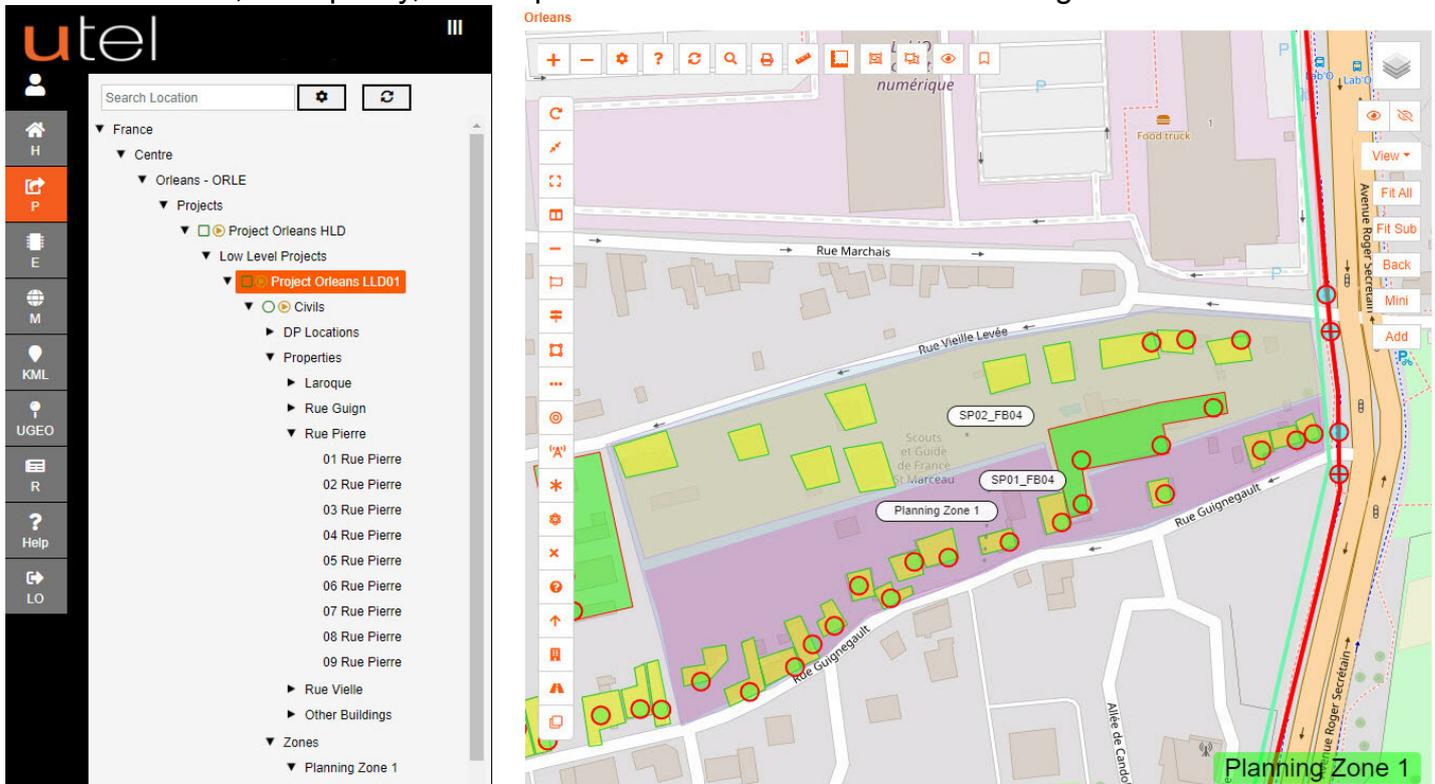
The list of manholes, poles, cabinets, cables, closures, and end points are listed too to help with the splitter assignment.

Edit the outline accordingly and the **count** is updated.

**Save** is an option to utilize the zone as a regular zone; where the civil's can be encapsulated within for ease of **grouping**.



Select the colour, and opacity, of the Splitter Zones to allow them to be distinguished.



## 2.5 Equipment Types and Costs

The **Planner** and **Admin** users have privileges to specify organizational **Equipment Types** legends and costings.

Equipment can be modified by the user to set items as **displayable** and **addable**, in either Element Manager or GIS Mapping.  
The **Equipment Types** can also be set to a certain **shape**, and **colour** - including specifying both new and existing.

## 2.5.1 Equipment Type

Navigate to **My Account** from the tree.

Select **Equipment Types** tab.

Select the **row** you would like to modify.

**My Account - orleans\_admin**

Details Change Password Contact Details User Preferences **Equipment Types** Equipment Cost Estimate Notifications

### List of Equipment Types

Display Name	Host Class	Map Display Style	Addable	Displayable	Map Addable	Map Displayable	Map Display Type
Street Cabinet (Single)	8		✓	✓	✓	✓	HEXAGON
Internal Cabinet	8		✓	✓	✓	✓	SQUARE
Handhole	12		✓	✓	✓	✓	POINT

Navigation: << < 1 2 3 4 5 > >> 25

The user will be presented with a **form** with the options to modify.

**Equipment Type** Back

\* Display Name:

Abbreviation:

Addable ?

Displayable ?

Map Addable ?

Map Displayable ?

Map Display Type:

No Style ?

Outline Colour:

Fill Colour:

Planning Outline Colour:

Planning Fill Colour:

The options to **Save** are:

Unique Display **Name**, and Abbreviation, as it will be shown across the system.

Equipment can be **Displayable** and **Addable**, in either Element Manager or GIS Mapping.

Display **Type** is the shape that will be presented on the map. Choose the Outline and fill **Colour** for both existing and new.

\* Display Name:

Abbreviation:

Addable ?

Displayable ?

Map Addable ?

Map Displayable ?

Map Display Type:

No Style ?

Outline Colour:

Fill Colour:

Planning Outline Colour:

Planning Fill Colour:

# Projects

## 2.5.2 Equipment Cost Estimate

**Equipment Cost Estimate** allows the cost of each Equipment Type to be entered. This is for the CSV version of the Bill of Materials to indicate how much a project is going to cost.

Select **Equipment Cost Estimate** tab.

Enter an amount in the **Estimated Cost** column and **Add**.

Equipment	Estimated Cost	Cost Currency	Notes	Action
Internal Cabinet	89	£		Update
Handhole	77	£		Update
Footway Box	68	£		Update
Carriageway Box	75	£		Update
General Pole	82	£		Update
Hollow Pole	81	£		Add
Joint User Pole	11,000,000.00	£		Add
Defective Pole		£		Add

Options are presented to filter out items that haven't had a cost entered yet, or are already in the system. Costs can also be exported, and imported, if required.

## 2.6 Wayleaves and SED

In Projects **Wayleaves** and **Special Engineering Difficulties** are flagged and located in the tree under their own folders for easy navigation.

**Project Orleans HLD**

Map | Fibre SLD | Capacity | Bill Of Material | Design Pack | Update

Park | Create Low Level Project | ?

Details | Inventory | Projects | Project Tasks | History | Project Mappers | Connections | Pending

Name: Project Orleans HLD

Description: [Empty]

Start Date: 05.09.2022

End Date: 15.09.2022

Team: Team Orleans

Project Leader: Planner Leader

Public Project:

Project Status: OPEN

Phase Status: PLANNING

Version: 1

High Level Project: None

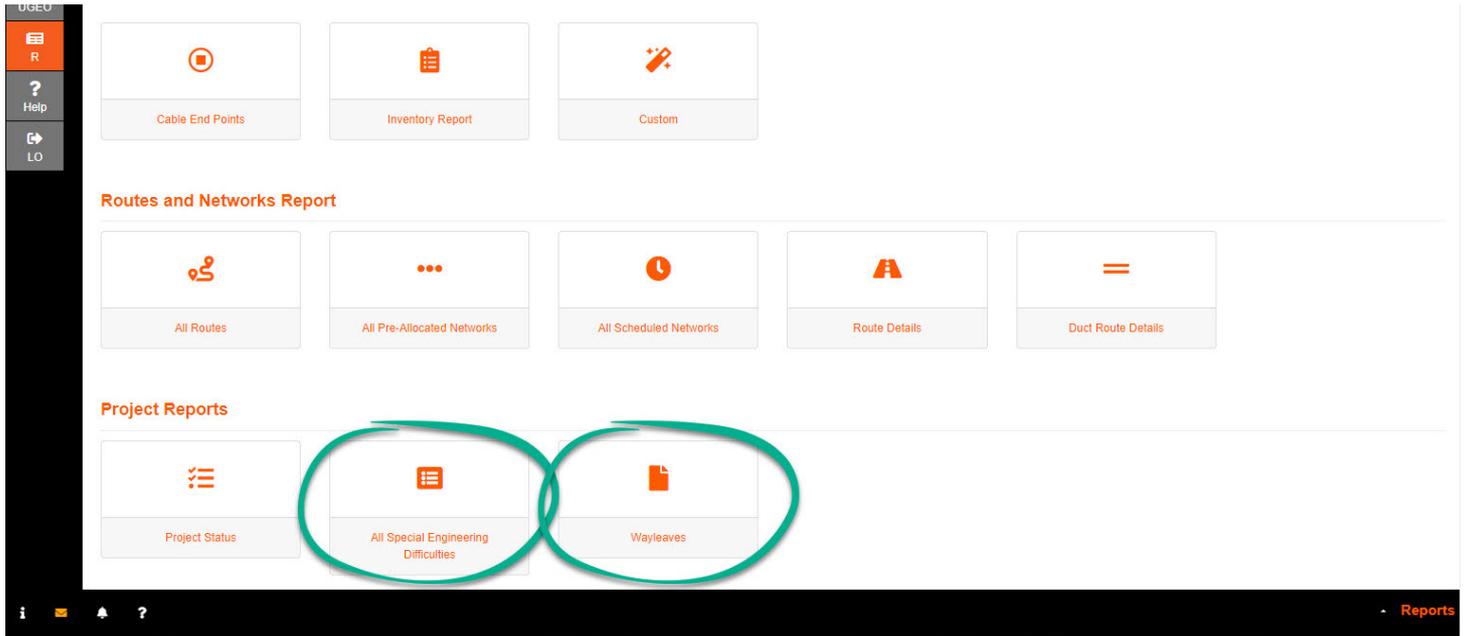
Geo Data: Change

Project Location: Project Orleans HLD-Area

Locations: Orleans

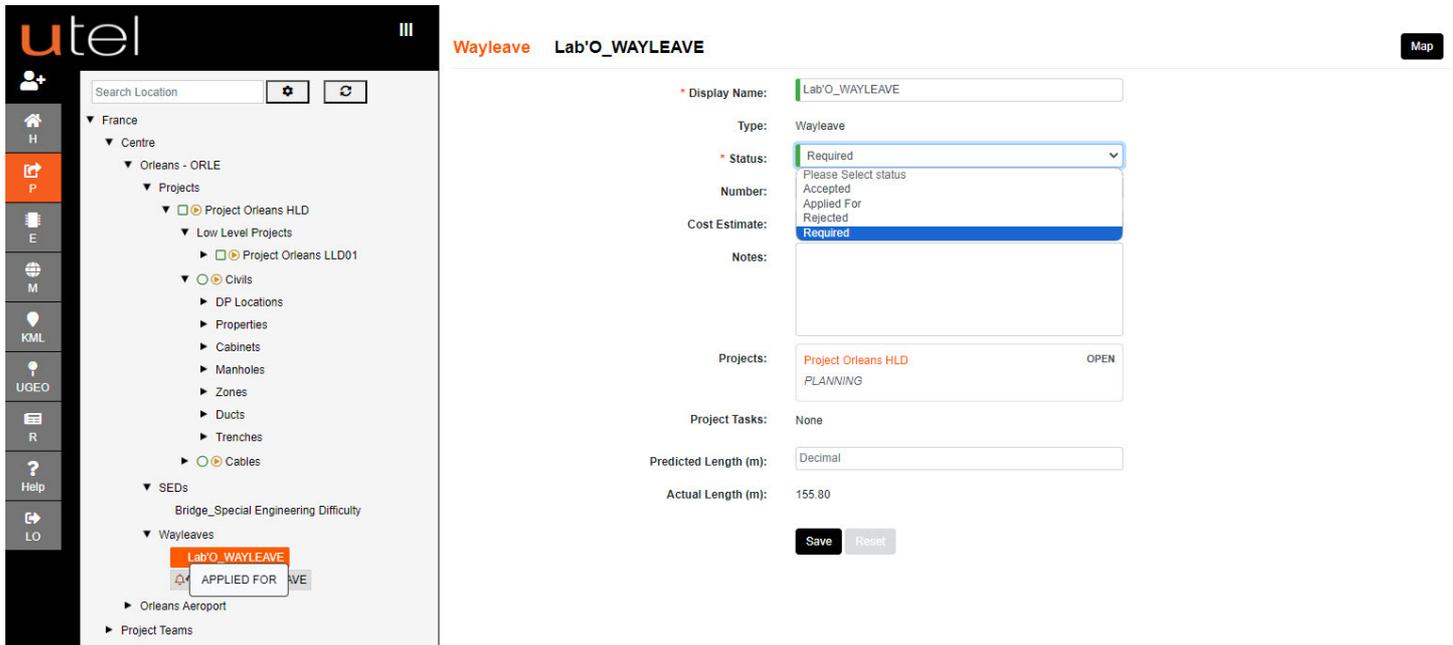
Save | Seek Review | Reset | Cancel | Delete

They are both accessible from Reports.

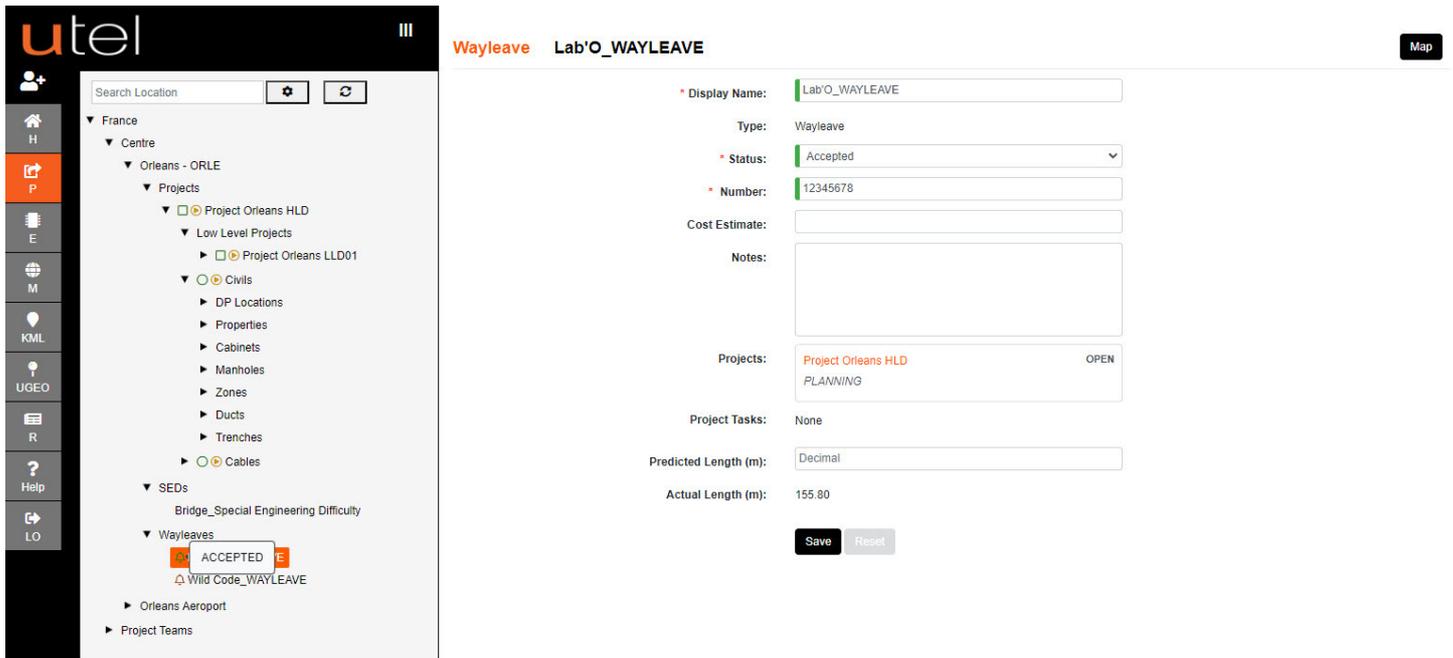


## 2.6.1 Wayleaves

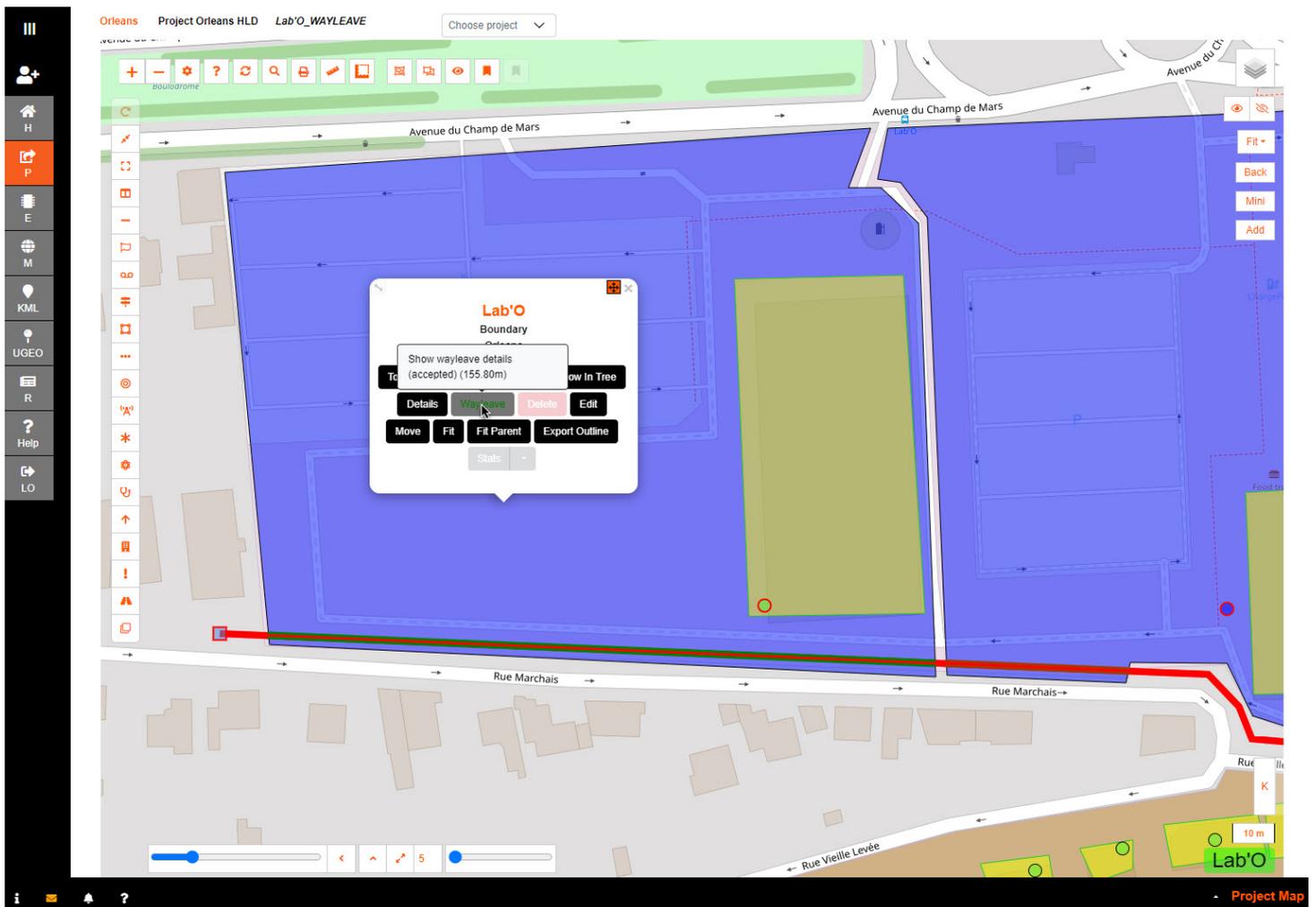
A **Wayleaves** is automatically created when a path is created across a property boundary. The default is 'Required', and this can be modified via the Wayleave form.



When a **Wayleave** has been **Accepted** then the number is expected to be entered to link up the approval with it's documentation.

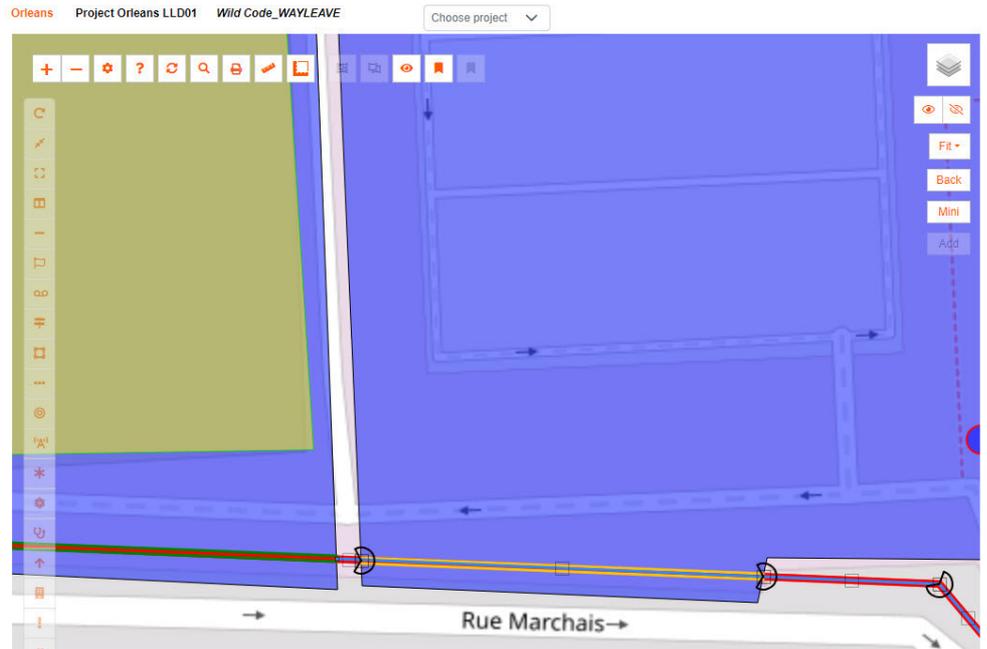
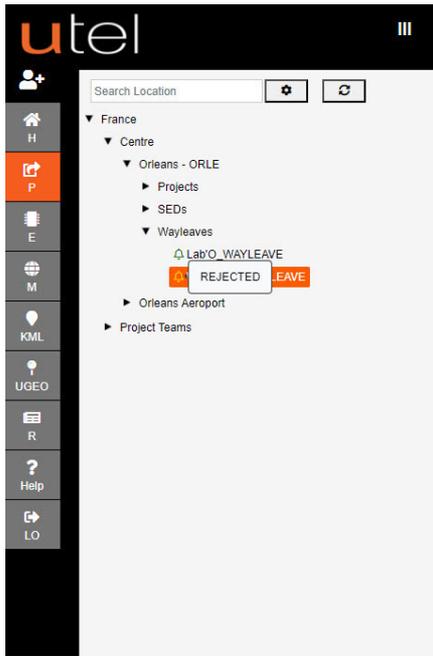


The **Wayleave** status is shown not just in the tree, but also on the map with a unique colouring.



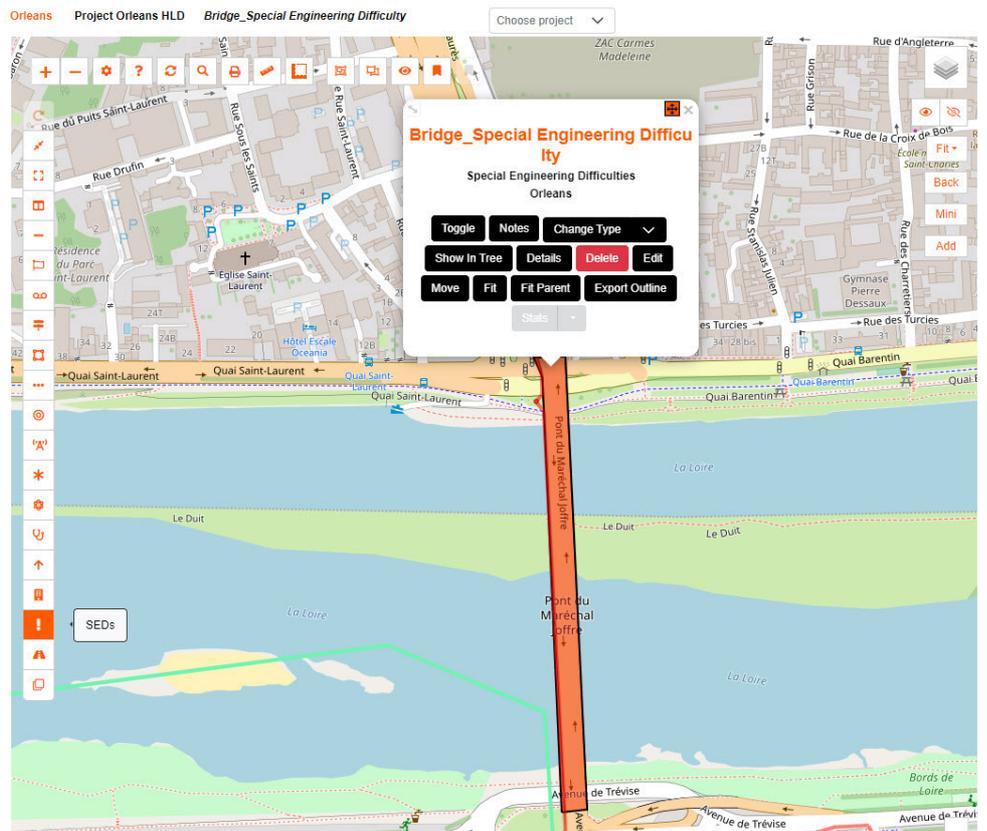
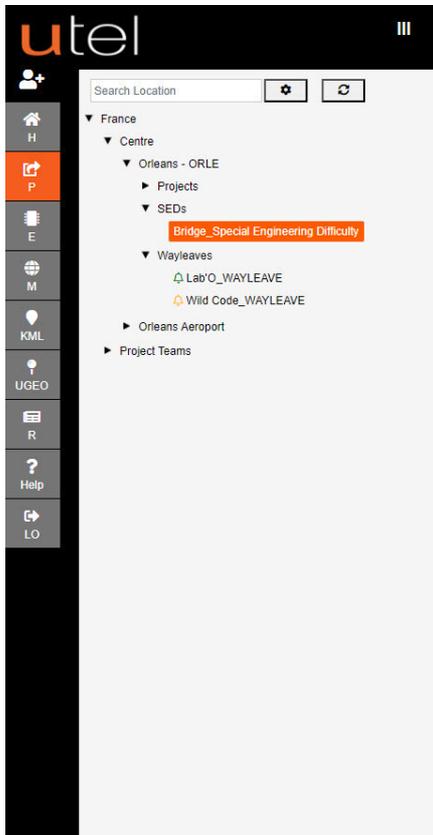
Ducting can not be modified when the **Wayleave** is **Live**  
In other words when the status is *Accepted* and *Applied For* it is locked.

The ducting can be modified whilst *Required*, and also when *Rejected* in order to move it out of the boundary.



## 2.6.2 SED

A user can add an **Special Engineering Difficulties (SED)** ...at any point via the toolbar. This will be added to the tree, and accessible from Reports.



# Projects

## 2.7 Capacity

Navigate to **Full Project** from the tree.

Capacity is available when cables have been created. Select **Capacity**, on the top right.

The screenshot shows the UTEL software interface. On the left is a navigation sidebar with a tree view. The main area is titled 'Project Orleans LLD01 Project Read Only'. At the top right of this area are buttons for 'Map', 'Straight Line Drawing', 'Capacity', 'Bill Of Material', 'Update', and a help icon. Below these are tabs for 'Details', 'Inventory', 'Projects', 'Project Tasks', 'History', 'Project Mappers', 'Connections', and 'Pending'. The 'Details' tab is active, showing the following information:

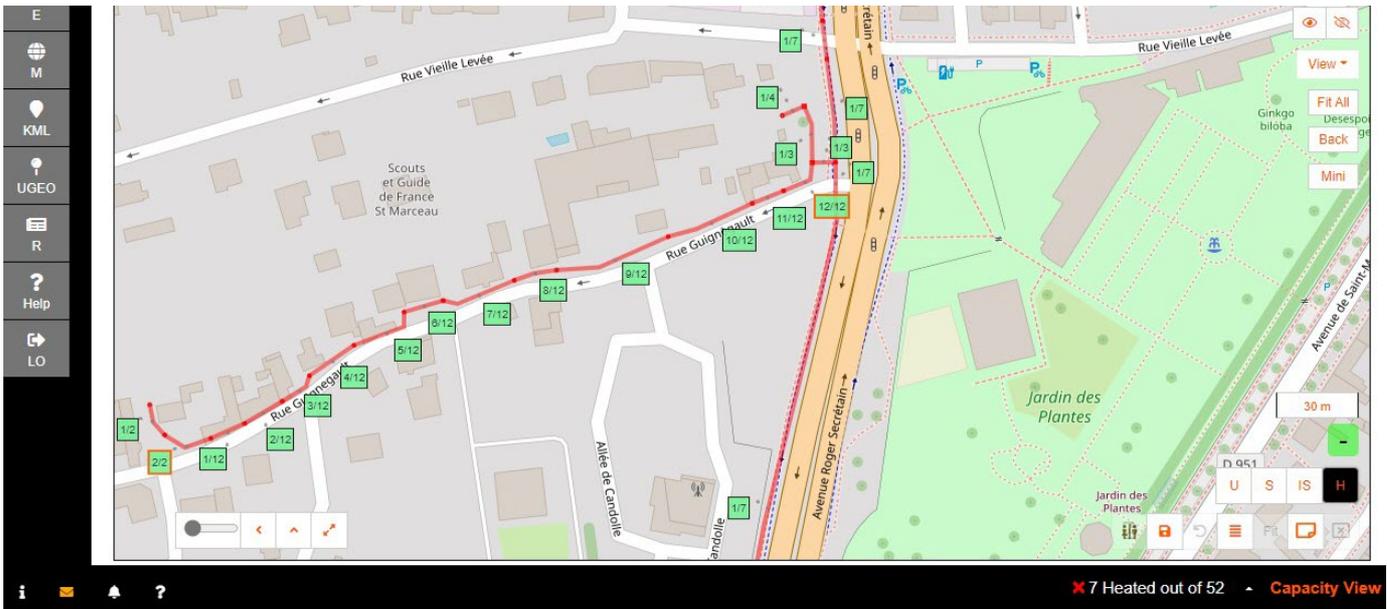
- Name: Project Orleans LLD01
- Description:
- Start Date: 06-09-2022
- End Date: 16-09-2022
- Team: Team Orleans
- Project Leader: Planner Leader
- Public Project: Public
- Project Status: OPEN
- Phase Status: PLANNING
- Version: 1
- High Level Project: Project Orleans HLD
- Geo Data: View
- Project Location: Project Orleans LLD01-Area
- Locations: Orleans

At the bottom of the details section are 'Reset' and 'Delete' buttons.

User will have a view of Ducts, and Cables, with the option to display **Used**, **Spare**, **In Service** on the bottom right of the screen.

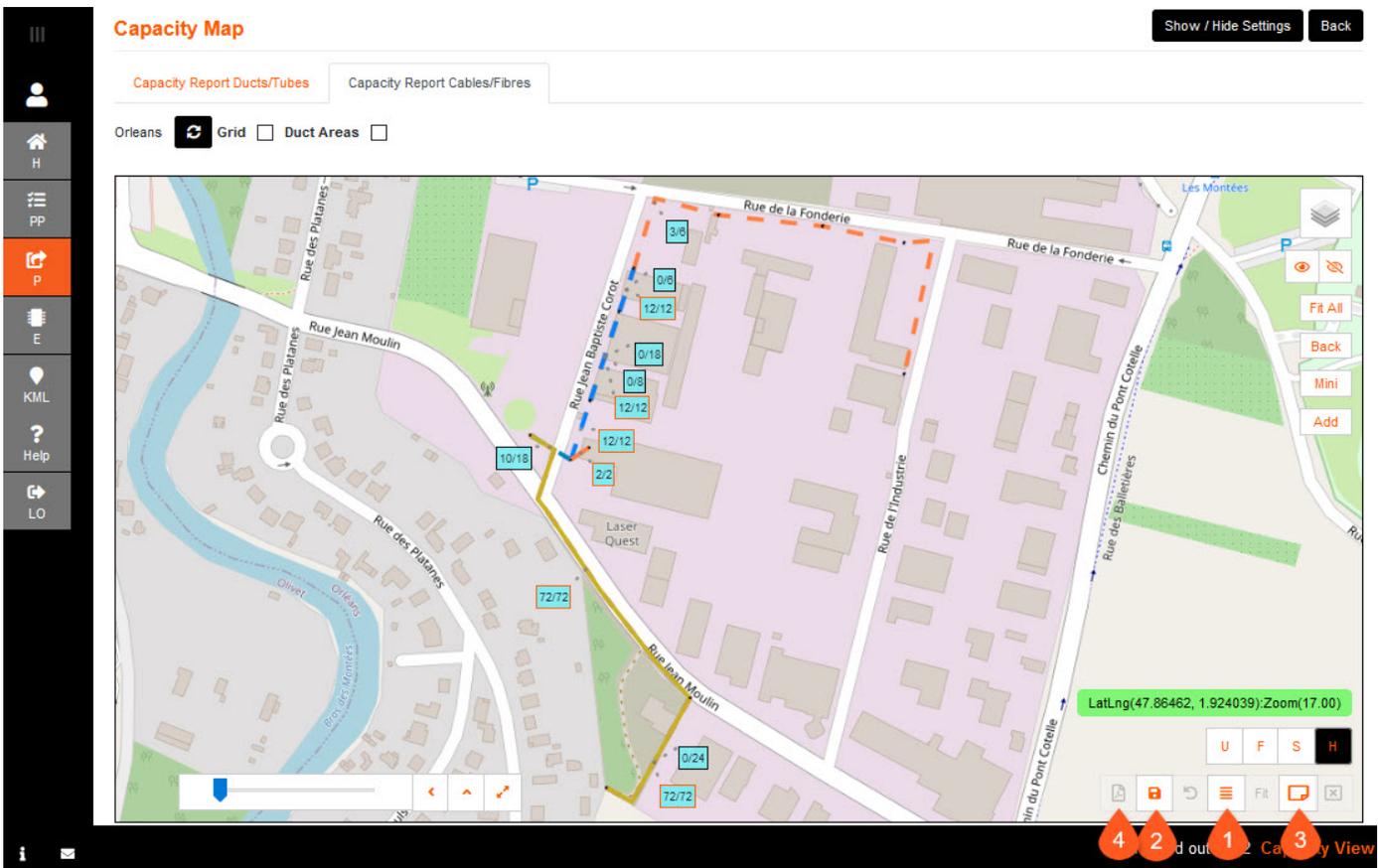
The screenshot shows the 'Capacity Map' for Project Orleans LLD01. The map displays a street network with colored lines representing ducts and cables. A legend at the top indicates 'Capacity Report Ducts/Tubes' and 'Capacity Report Cables/Fibres'. A 'Show / Hide Settings' button and a 'Back' button are visible in the top right. The bottom right corner shows a 'Capacity View' button. The map includes a scale bar (30m) and a 'Capacity View' button at the bottom right.

There is also the option to see if there is not much capacity with the **Mark heat items** which is configurable in *Advanced Tree Settings*.



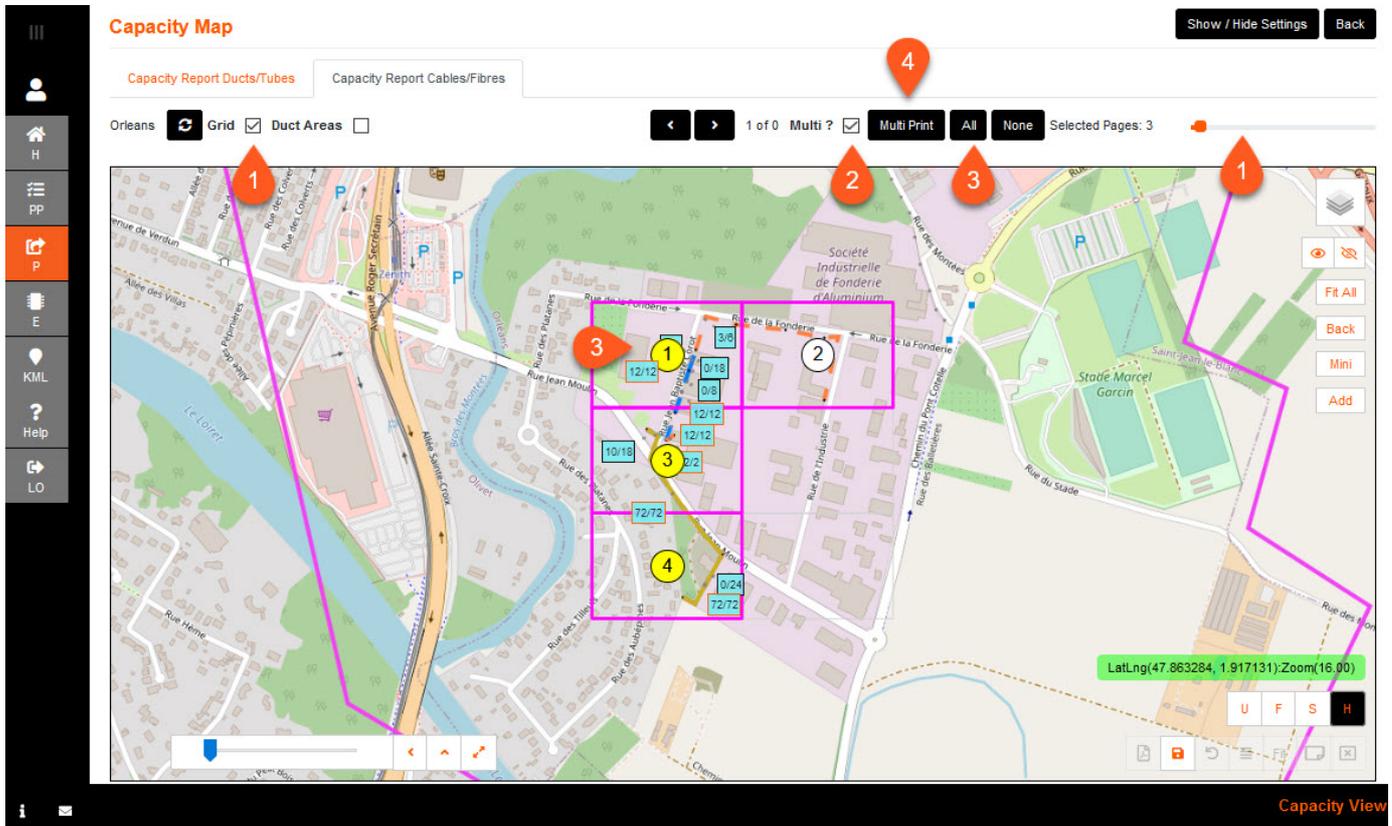
Print a PDF in one page as presented on the bottom right.

1. **Move** the labels for optimum view, or use the **Auto Label** for auto adjustment; **click** button until satisfied.
2. **Save** the label position.
3. **Place A4** landscape outline to show print area on map. **Adjust** until satisfied.
4. Start **print to PDF**



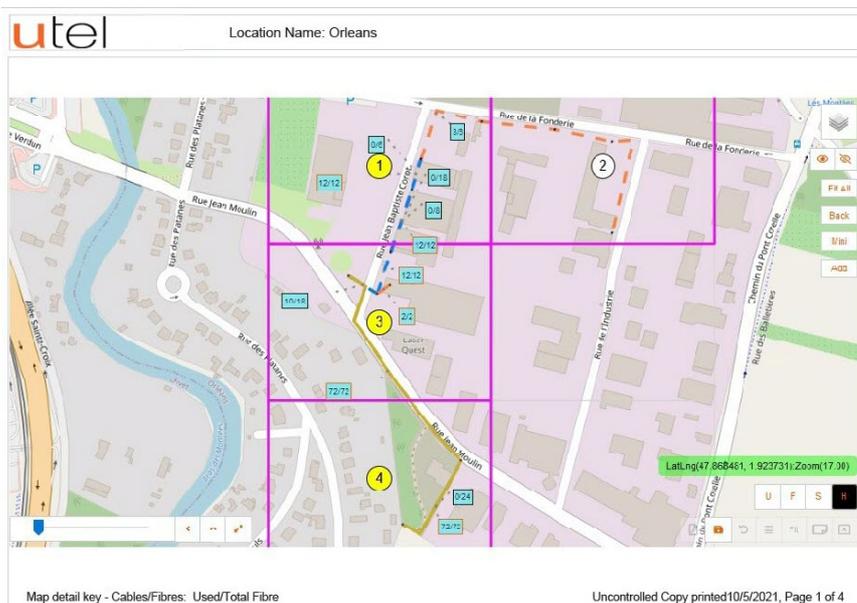
Option to print PDF using the Grid function.

1. **Tick** the grid box, located next to the refresh, and use the **slider bar** to choose the number of pages.
2. Tick the **Multi?** to use the **multiple print** option.
3. **Select pages** that are required, or select **All**.
4. Select **Multiprint** to process the PDF.



The screen will grey out, then a **prompt** to save/open the PDF.

The PDF will comprise of the pages **selected** for print, along with a **cover page** of the grid areas. The PDF will also have a note of Map **detail key** (i.e: Cables/Fibres: Used/Total Tube) and the **date** printed.

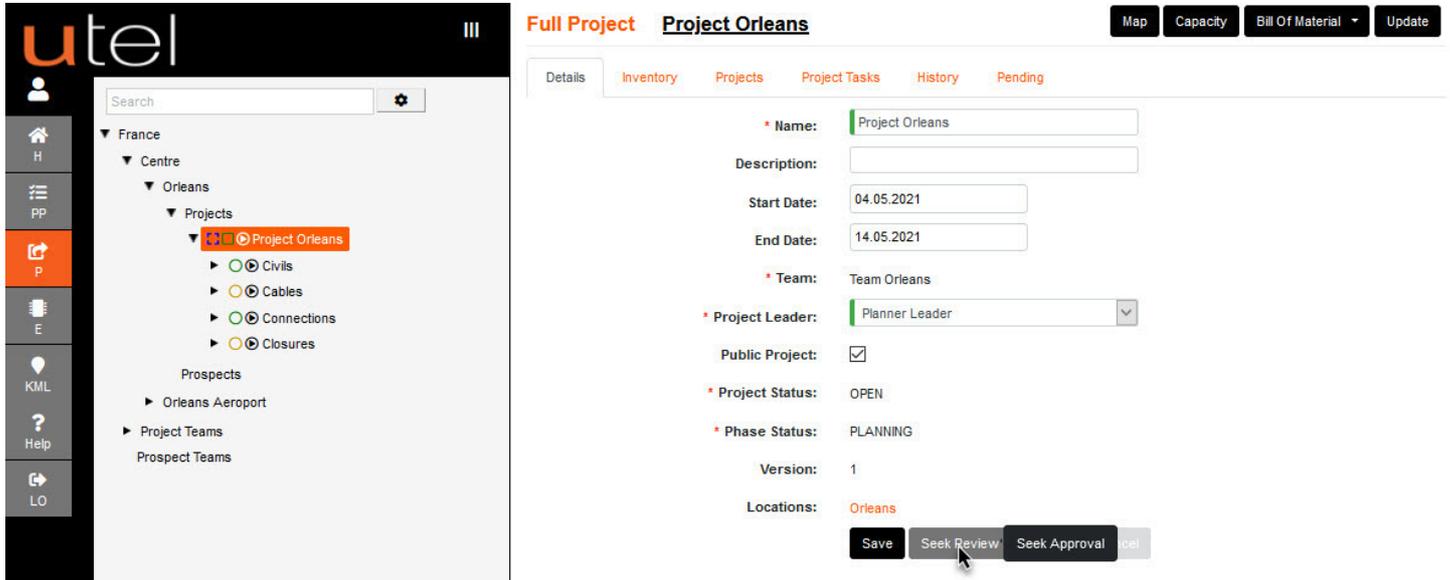


## 2.8 Seek Review/Approval

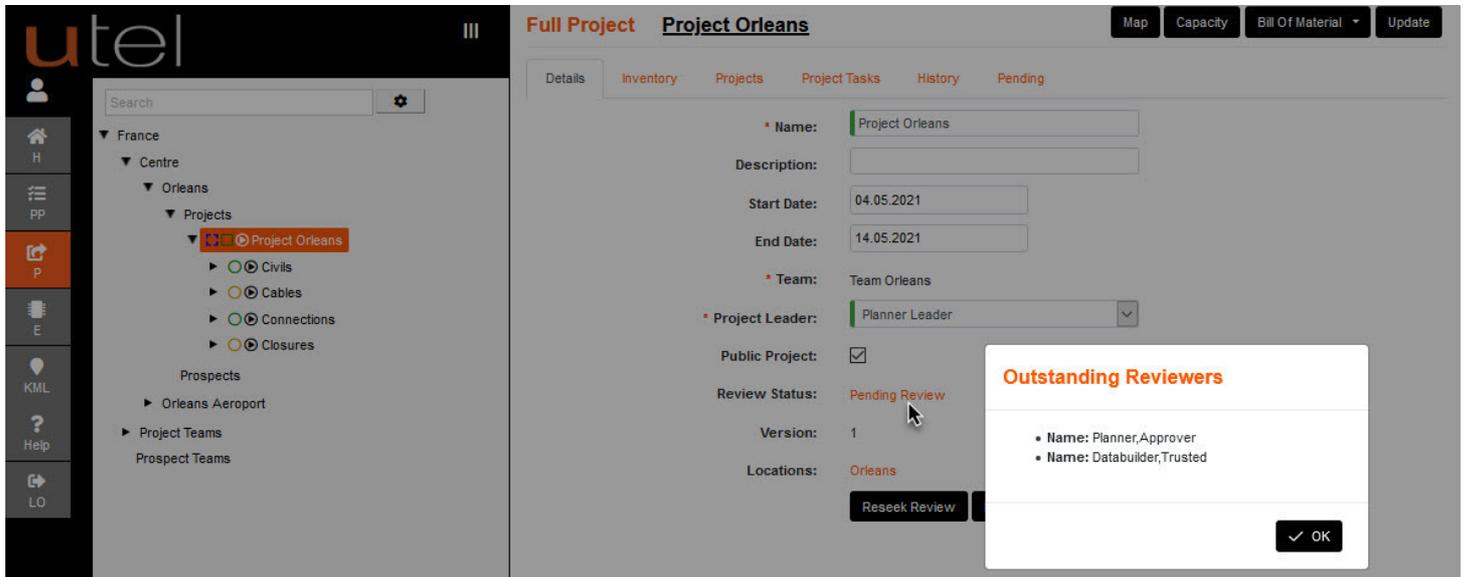
Navigate to **Full Project** from the tree.

The Project Leaders (except Installer and Viewers) can request to review and accept.

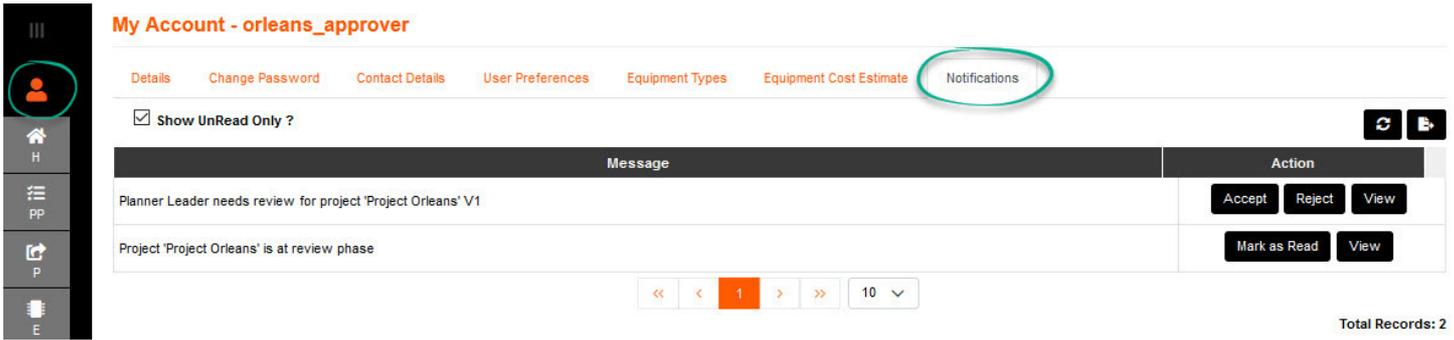
When the project is complete with the planning, select **Seek Review**.



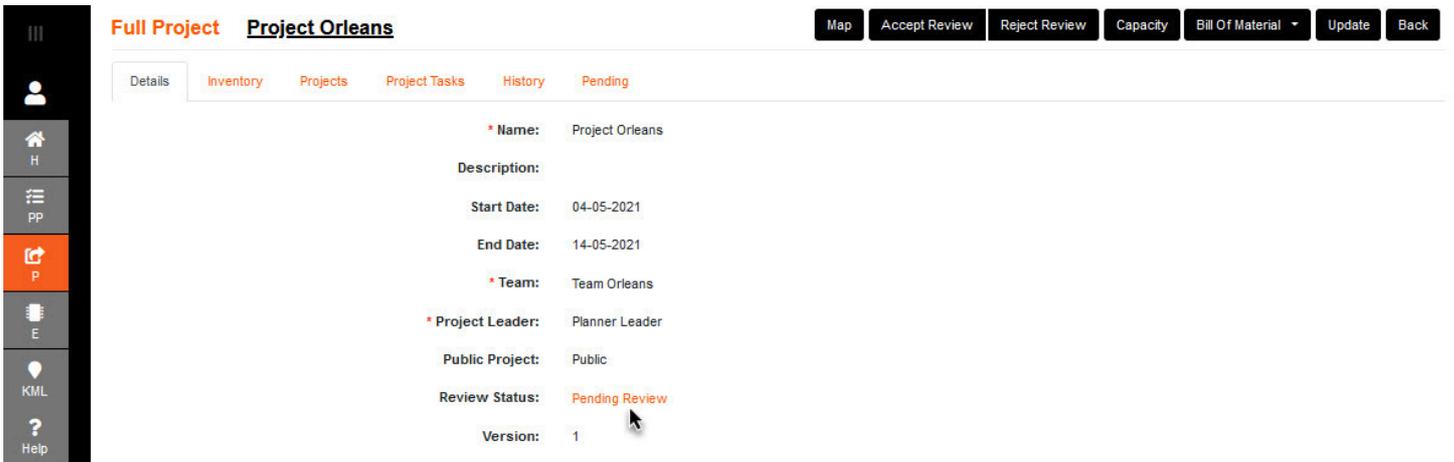
Click on Review Status **Pending Review** and a pop up indicates users to **Accept** the review.



The review team members will get a **notification** via both **icon** and **email**.



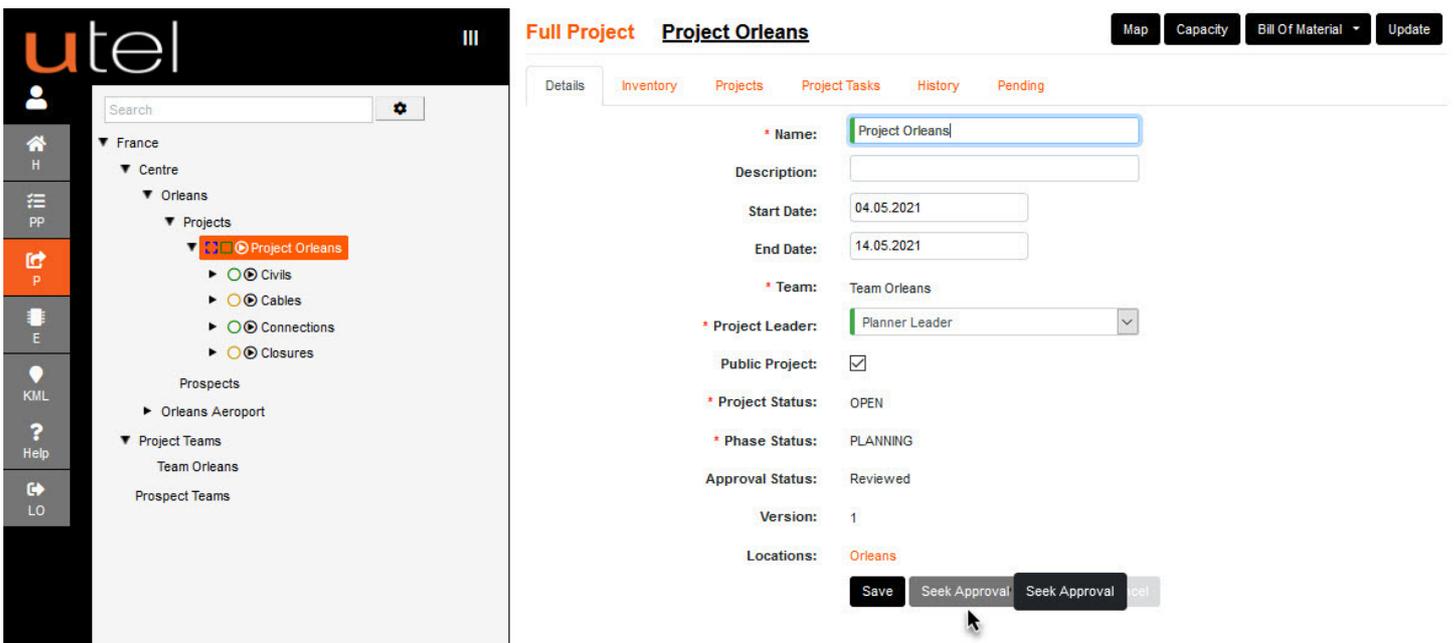
The project can also be accepted when you navigate to project, or via **View**, and click on **Accept Review** located on the top right.



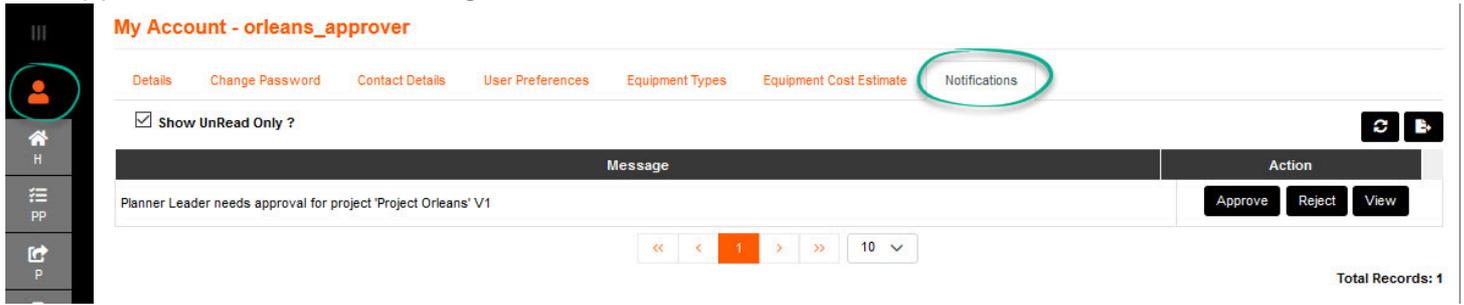
If a team member **Rejects** the review, then the project will need to 'Re-seek Review' when resolved.

The Approval Status is **Reviewed** when all members have accepted.

**Seek Approval** can now be sent to the Approver to release funds to progress onto a Works Order.



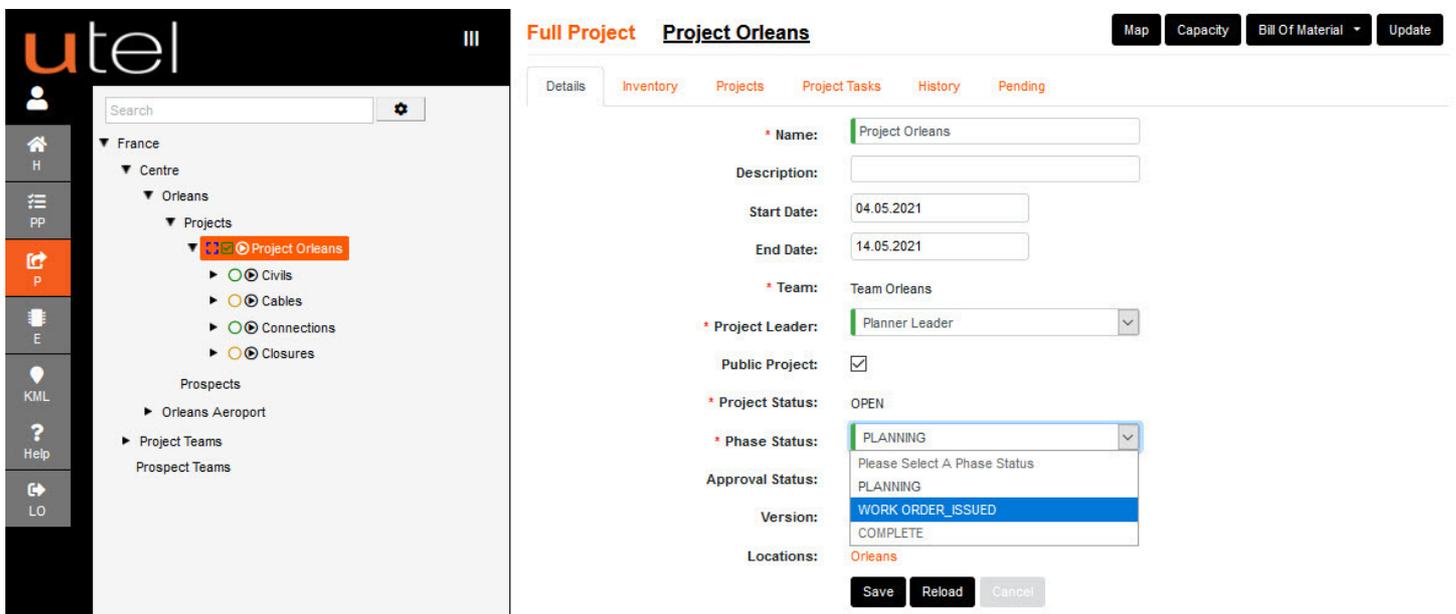
The approval team members will get a **notification** via both **icon** and **email**.



Note: If an Approver **Rejects** the approval, then the project will need to 'Re-seek Approval' when resolved.

The Approval Status is now **Approved** and the **Phase Status** is available for the Planner to modify from PLANNING to WORK ORDER\_ISSUED.

Select Project **Phase Status** drop down, select WORK ORDER\_ISSUED, and **Save**.

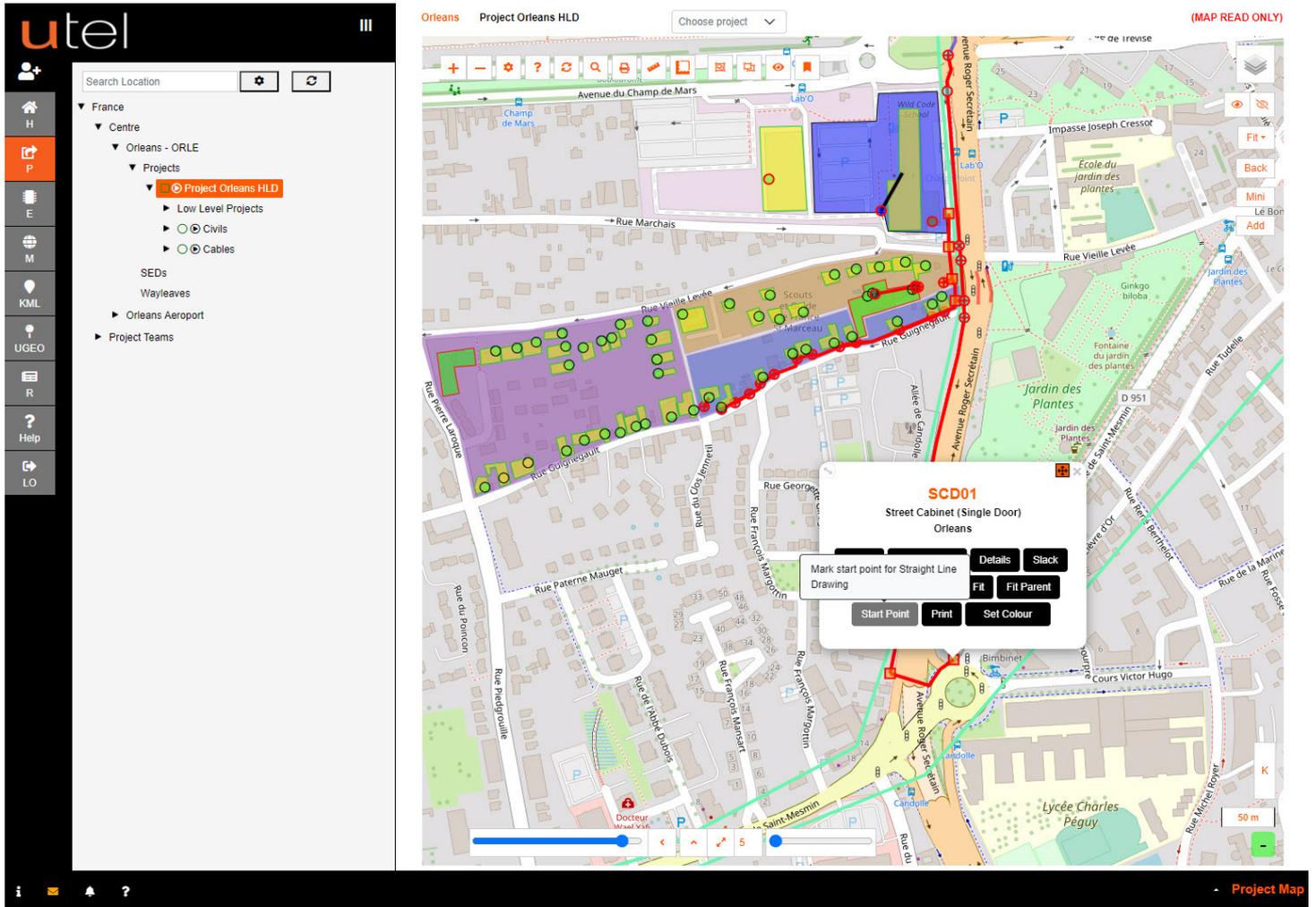


## 2.9 SLD

The **Straight Line Drawing** is available after setting a Start Point in the map. Other reports that are related to this will also not be available.

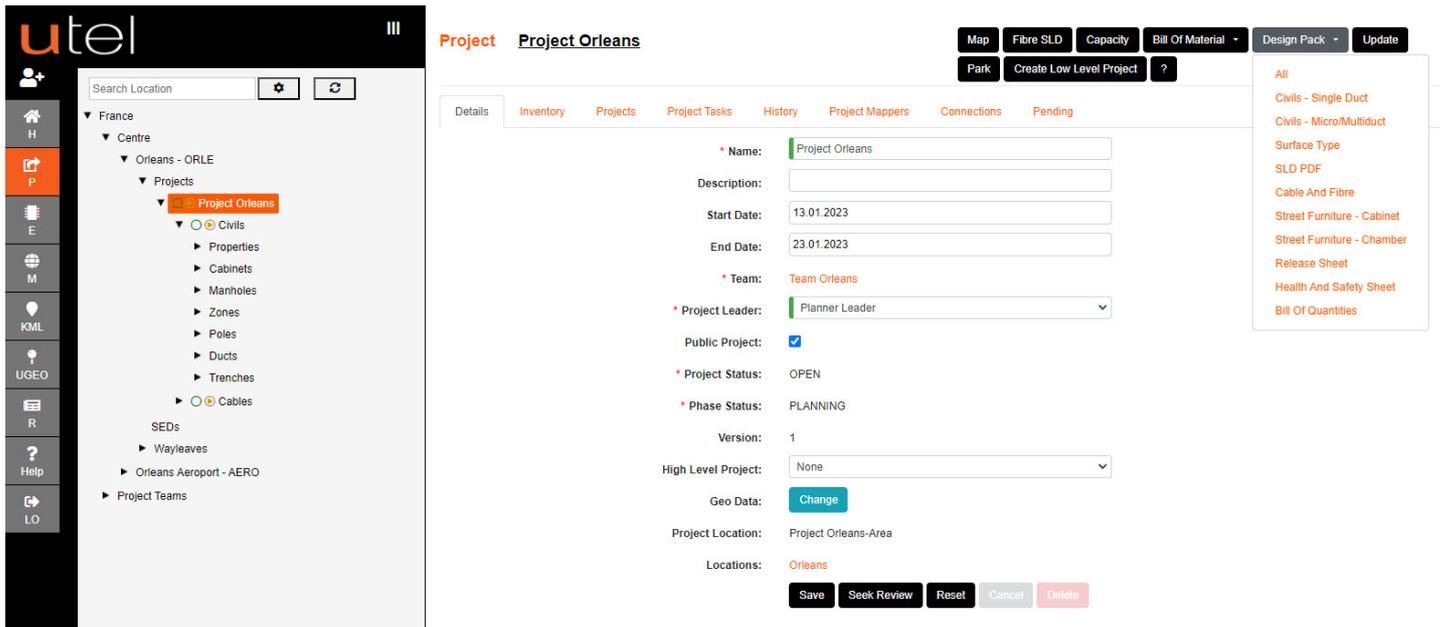


Navigate to the map and select the desired **Start Point** by selecting the point and marking it.



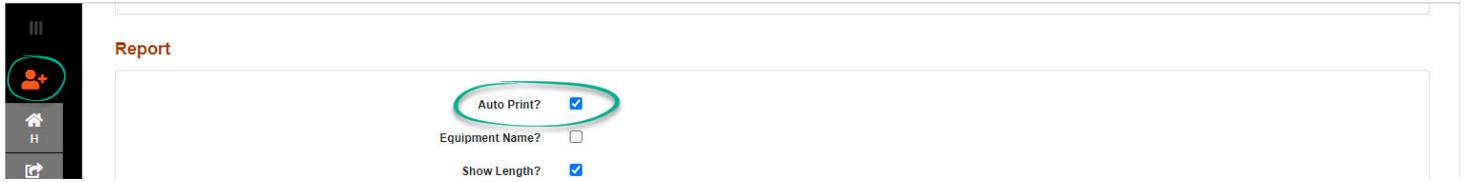
## 2.10 Design Pack

The **Design Pack** is available to be printed through any stage in the Project.



The printouts can be done manually or auto. This setting can be found in **My Account; User Preferences**.

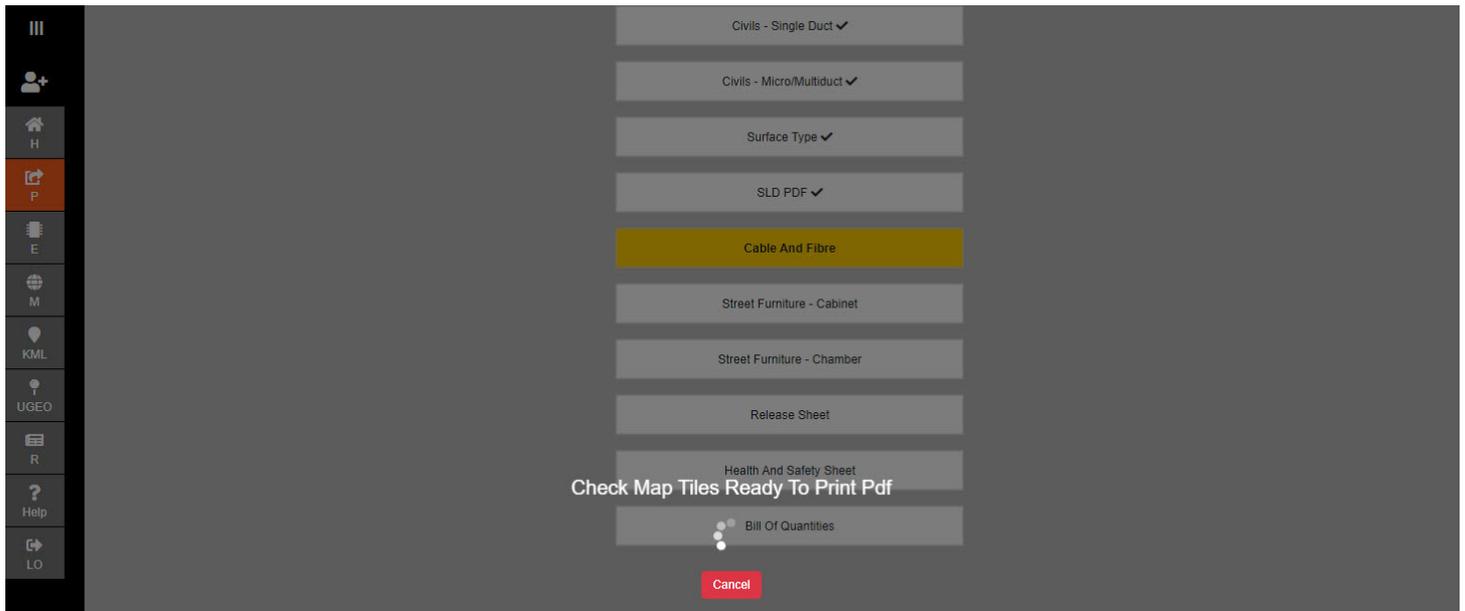
Scroll down to 'Others' and make your printout selection before saving.



## 2.10.1 All

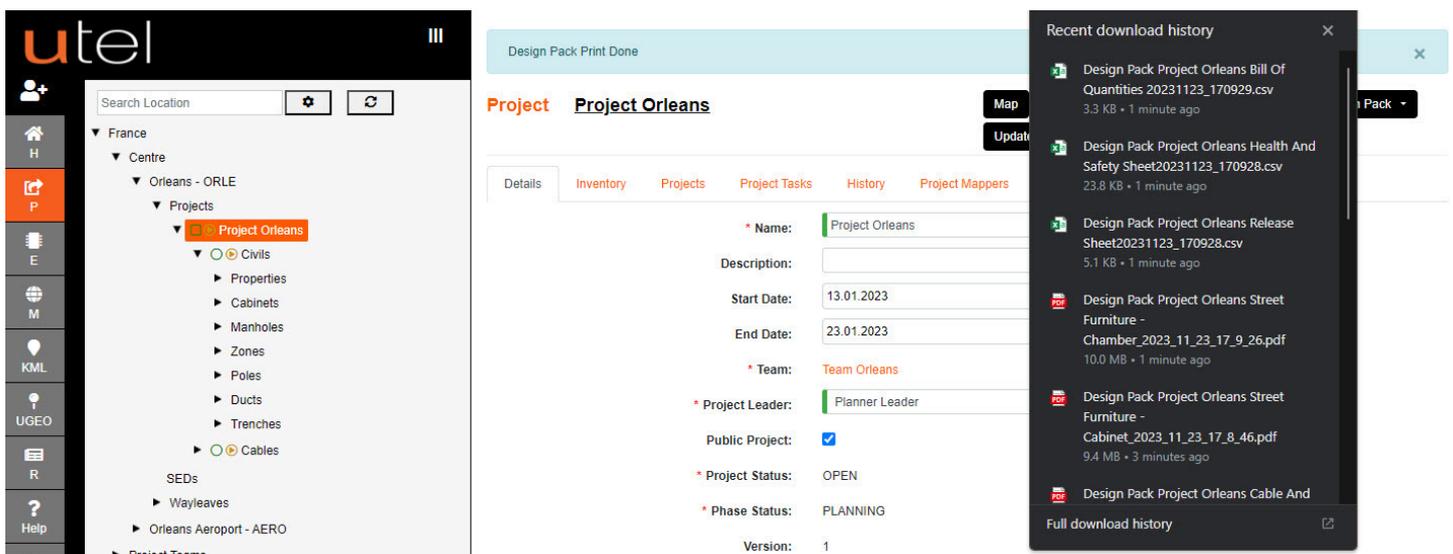
Selecting the **All** to print - the printouts that are available will be processed by auto fitting the view box and label placement.

The **progress bar** will show you which print is being processed.



When the **Design Pack** has finished the printouts - a banner will be presented.

You will find the files in the directly you selected to auto save to.



## 2.10.2 Civils - Single Duct

The **Single Duct** print will be available when there are single ducts in the Project after the Start Point.



Start Point Name: Project Orleans HLD

Job Title	Project Orleans HLD
Drawing Title	Civils - Single Duct
Drawing No	
Designer	
Approver	



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Off Ipswich Road  
Hadleigh, United Kingdom



Revisions			
Rev	Description	Date	Approved

Legend / Key	
	8/5mm Multiduct 4 Way - New
	12/10mm Multiduct 4 Way - New
	12/10mm Multiduct 7 Way - New
	96mm Single Duct - New



Civils - Single Duct

Name	Type	Status	Length (m)	Start	End
FB04_08 - FB04_09	96mm Single Duct	Planning/Unavailable	380.37	FB04_08	FB04_09

## 2.10.3 Civils - Micro/Multiduct

The **Micro/Multiduct** print will be available when there are Microducts and Multiducts in the Project after the Start Point.



Start Point Name: Project Orleans HLD

Job Title	Project Orleans HLD
Drawing Title	Civils - Micro/Multiduct
Drawing No	
Designer	
Approver	



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Off Ipswich Road  
Hadleigh, United Kingdom



Revisions			
Rev	Description	Date	Approved

Legend / Key	
	8/5mm Multiduct 4 Way - New
	12/10mm Multiduct 4 Way - New
	12/10mm Multiduct 7 Way - New
	96mm Single Duct - New

<b>Civils - Micro/Multiduct</b>						
Name	Type	Status	Length (m)	Start	End	
FB04_01 - FB04_02	12/10mm Multiduct 7 Way	Planning/Unavailable	11.16	FB04_01	FB04_02	
FB04_02 - FB04_03	12/10mm Multiduct 7 Way	Planning/Unavailable	228.55	FB04_02	FB04_03	
FB04_03 - FB04_04	12/10mm Multiduct 7 Way	Planning/Unavailable	16.00	FB04_03	FB04_04	
FB04_04 - FB04_05	12/10mm Multiduct 7 Way	Planning/Unavailable	38.17	FB04_04	FB04_05	
FB04_05 - FB04_06	12/10mm Multiduct 7 Way	Planning/Unavailable	14.09	FB04_05	FB04_06	
FB04_06 - FB04_07	12/10mm Multiduct 7 Way	Planning/Unavailable	146.42	FB04_06	FB04_07	
FB04_07 - FB04_08	12/10mm Multiduct 7 Way	Planning/Unavailable	34.93	FB04_07	FB04_08	
SCDD01 - FB04_01	12/10mm Multiduct 4 Way	Planning/Unavailable	104.10	SCDD01	FB04_01	
SCDD01 - SCD01	8/5mm Multiduct 4 Way	Planning/Unavailable	72.32	SCDD01	SCD01	

## 2.10.4 Surface Type

The **Surface Type** print will be available when there are Trenches in the Project.

Start Point Name: Project Orleans HLD

Job Title	Project Orleans HLD
Drawing Title	Surface Type
Drawing No	
Designer	
Approver	

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Hadleigh, United Kingdom

Revisions			
Rev	Description	Date	Approved

Legend / Key	
	Narrow Carriageway (Type 1/2) - New
	Narrow Footway (Concrete) - New
	Narrow Footway (Tarmac) - New
	Narrow Verge (Unmade Terrain) - New
	Traditional Deep Carriageway (Type 1/2) - New

<b>Surface Type</b>						
Name	Type	Status	Length (m)	Start	End	
Narrow Carriageway (Type 1/2)	Narrow Carriageway (Type 1/2)	Planning/Unavailable	47.45			
Narrow Footway (Concrete)	Narrow Footway (Concrete)	Planning/Unavailable	220.20			
Narrow Footway (Tarmac)	Narrow Footway (Tarmac)	Planning/Unavailable	45.09			
Narrow Verge (Unmade Terrain)	Narrow Verge (Unmade Terrain)	Planning/Unavailable	37.28			
Traditional Deep Carriageway (Type 1/2)	Traditional Deep Carriageway (Type 1/2)	Planning/Unavailable	32.72			

## 2.10.5 SLD PDF

The **Straight Line Drawing (SLD)** print will be available when a Start Point is selected, with any cables and connections following that point.

Job Title	SCD01
Drawing Title	Fibre SLD
Drawing No	1
Designer	Planner Approver
Approver	Planner Approver

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Off Ipswich Road  
Hadleigh, United Kingdom

Revisions			
Rev	Description	Date	Approved

Legend / Key	
	Footway Box With Closure - New
	Street Cabinet (Single Door) - New
	Street Cabinet (Double Door) - New

## 2.10.6 Cable And Fibre

The **Cable And Fibre** print will be available when there are Cables in the Project after the Start Point, matching with SLD.

Job Title	Project Orleans HLD
Drawing Title	Cable And Fibre
Drawing No	
Designer	
Approver	

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Wolves Farm Lane  
Off Ipswich Road  
Hadleigh, United Kingdom

Revisions			
Rev	Description	Date	Approved

Legend / Key	
	Cable 12 Fiber (1tx12f) - New
	External Cable 12 (1tx12f) - New
	External Cable 24 (2tx12f) - New

Cable And Fibre							
Name	Type	Status	Sheath	Length (m)	Start	End	
FB04_01:FB04_03_F12	Cable 12 Fiber (1tx12f)	Planning/Unavailable	red	239.71	FB04_01	FB04_03	
FB04_03:FB04_05_F12	Cable 12 Fiber (1tx12f)	Planning/Unavailable	red	54.17	FB04_03	FB04_05	
FB04_05:FB04_08_F12	Cable 12 Fiber (1tx12f)	Planning/Unavailable	red	195.43	FB04_05	FB04_08	
FB04_08:FB04_09_F12	Cable 12 Fiber (1tx12f)	Planning/Unavailable	red	380.37	FB04_08	FB04_09	
SCDD01:FB04_01_F12	External Cable 12 (1tx12f)	Planning/Unavailable	black	104.10	SCDD01	FB04_01	
SCD01:SCDD01_F24	External Cable 24 (2tx12f)	Planning/Unavailable	black	72.32	SCD01	SCDD01	

## 2.10.7 Street Furniture - Cabinet

The **Street Furniture; Cabinet** print will be available when there are Cabinets in the Project.



Start Point Name: Project Orleans HLD



Job Title	Project Orleans HLD
Drawing Title	Street Furniture - Cabinet
Drawing No	
Designer	
Approver	



UTEL Laboratories  
Wolves Farm Lane  
Off Ipswich Road  
Hadleigh, United Kingdom

Revisions			
Rev	Description	Date	Approved

Legend / Key	
<span style="display: inline-block; width: 10px; height: 10px; background-color: #4a86e8; border: 1px solid #000;"></span>	Internal Cabinet - New
<span style="display: inline-block; width: 10px; height: 10px; background-color: #8e44ad; border: 1px solid #000;"></span>	Street Cabinet (Double Door) - New
<span style="display: inline-block; width: 10px; height: 10px; background-color: #f1c40f; border: 1px solid #000;"></span>	Street Cabinet (Single Door) - New



Street Furniture - Cabinet

Name	Type	Status	Latitude	Longitude
SCD01	Street Cabinet (Single Door)	Planning/Unavailable	47.885521	1.919537
SCDD01	Street Cabinet (Double Door)	Planning/Unavailable	47.885521	1.919537
SCI01	Internal Cabinet	Planning/Unavailable	47.885521	1.919537
SCI02	Internal Cabinet	Planning/Unavailable	47.885521	1.919537

## 2.10.8 Street Furniture - Chamber

The **Street Furniture - Chambers** print will be available when there are joint closures in poles/manholes in the Project.



Start Point Name: Project Orleans HLD



Job Title	Project Orleans HLD
Drawing Title	Street Furniture - Chamber
Drawing No	
Designer	
Approver	



UTEL Laboratories  
Wolves Farm Lane  
Off Ipswich Road  
Hadleigh, United Kingdom

Revisions			
Rev	Description	Date	Approved

Legend / Key	
<span style="display: inline-block; width: 10px; height: 10px; background-color: #3498db; border: 1px solid #000; border-radius: 50%;"></span>	Footway Box With New Closure - New



## 2.10.11 Bill of Quantities

The **Bill of Quantities** spreadsheet is a quantity list of the material being used within the design. The BoQs are normally broken down to Civils & Cabling, then provide the items which in turn identifies the tasks required to be carried out within the design.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	Cabinets	Total =															
2	Product	Location	CableId	CableGeoLocation	PoleId	CableFibres	Status	Qty									
3	Street Cabinet (Single Door)	Orleans					Existing	2									
4	Internal Cabinet	Orleans					New	2									
5	Street Cabinet (Double Door)	Orleans					New	1									
6	Street Cabinet (Single Door)	Orleans					New	1									
7																	
8																	
9	Chambers	Total =															
10	Product	Location	HostClassName	CableId	CableGeo	PoleId	CableFibres	Status	Original	Walkway	Verge						
11	General Pole	Orleans	Poles					New	2								
12	Boundary Box	Orleans	Boundary Boxes					New	14								
13	Handhole (600 mm)	Orleans	Handholes					New	2								
14	Boundary Box 400R	Orleans	Boundary Boxes					New	9								
15	Footway Box	Orleans	Footways					New	7								
16																	
17																	
18	Toby Box	Total =															
19	Product	Location	CableId	CableGeoLocation	PoleId	CableFibres	Status	Original	Walkway	Verge							
20	Boundary Box	Orleans					Existing	16									
21																	
22																	
23	Couplers	Total =															
24	Product	Location	CableId	CableGeoLocation	PoleId	CableFibres	Status	Qty									
25																	
26																	
27	Ducts	Total =															
28	Product	Location	CableId	CableGeoLocation	PoleId	CableFibres	Status	Length	Qty								
29	8/5mm Multiduct 3 Way	Orleans					Existing		3								
30	12/10mm Multiduct 4 Way	Orleans					Existing		8								
31	12/10mm Multiduct 7 Way	Orleans					Existing		4								
32	8/5mm Multiduct 3 Way	Orleans					New		1								
33	8/5mm Multiduct 4 Way	Orleans					New		1								
34	12/10mm Multiduct 4 Way	Orleans					New		2								
35	12/10mm Multiduct 7 Way	Orleans					New		7								
36	96mm Single Duct	Orleans					New		4								
37																	
38																	
39	Trenches	Total =															
40	Product	Location	CableId	CableGeoLocation	PoleId	CableFibres	Status	Length	Qty								
41	Narrow Verge (Unmade Terrain)	Orleans					New		1								
42	Narrow Footway (Tarmac)	Orleans					New		1								
43	Narrow Footway (Concrete)	Orleans					New		1								
44	Narrow Carriageway (Type 1/2)	Orleans					New		1								
45	Traditional Deep Carriageway (Type 1/2)	Orleans					New		1								

47																	
48	Premises	Total =															
49	EnclosureType	Product	Location	HostClassName	CableId	CableGeoLocation	PoleId	CableFibres	Status	Qty							
50	Building	1 Port Generic ONT	Orleans	ONTs					Existing	16							
51	House (SDU)	1 Port Generic ONT	Orleans	ONTs					Existing	48							
52	Flats (MDU)	1 Port Generic ONT	Orleans	ONTs					Existing	4							
53	House (SDU)	Calix 1 Port ONT	Orleans	ONTs					Existing	3							
54	Flats (MDU)	SC-UPC NT	Orleans	Network Terminations					Existing	1							
55	House (SDU)	SC-APC NT	Orleans	Network Terminations					Existing	2							
56	Commercial (MDU)	SC-APC NT	Orleans	Network Terminations					Existing	1							
57	Building	Aerial NT	Orleans	Microwaves					Existing	2							
58	Flats (MDU)	Aerial NT	Orleans	Microwaves					Existing	2							
59	Flats (MDU)	Customer Splicing Point (CSP)	Orleans	Network Terminations					Existing	1							
60																	
61																	
62	Premise Address Status	Total =															
63	Product	Location	HostClassName	CableId	CableGeo	PoleId	CableFibres	Status	Toby Fed	Other	Qty						
64	Aerial NT	Orleans	Microwaves					Existing	0	4	4						
65	Customer Splicing Point (CSP)	Orleans	Network Terminations					Existing	0	1	1						
66	SC-APC NT	Orleans	Network Terminations					Existing	0	3	3						
67	SC-UPC NT	Orleans	Network Terminations					Existing	0	1	1						
68	1 Port Generic ONT	Orleans	ONTs					Existing	0	68	68						
69	Calix 1 Port ONT	Orleans	ONTs					Existing	0	3	3						
70																	
71																	
72	Poles	Total =															
73	Product	Location	CableId	CableGeoLocation	PoleId	CableFibres	Status	OG Fed	UG Fed	No Closure							
74	General Pole	Orleans					Existing	2									
75	General Pole	Orleans					Existing	1									
76	General Pole	Orleans					Existing			1							
77	DP Pole	Orleans					Existing				1						
78																	
79																	
80	Fibre Cable Count Attached to Pole	Total =															
81	Product	Location	CableId	CableGeoLocation	PoleId	CableFibres	Status	48F	36F	24F	18F	12F	8F	6F	4F	2F	1F
82	ULW Cable	Orleans					Existing									2	
83	ULW Cable	Orleans					Existing										2
84																	
85																	
86	Splitters	Total =															
87	EnclosureType	Location	CableId	CableGeoLocation	PoleId	CableFibres	Status	1x16	1x2	1x4	1x8						
88	Street Cabinet (Single Door)	Orleans					Existing		1			1					
89	4 Way Closure	Orleans					Existing			1							
90	Street Cabinet	Orleans					Existing					1					
91	4 Way Closure	Orleans					New						1				
92																	
93																	

# Projects

## 2.11 Bill of Materials

Navigate to **Full Project** from the tree.

Select **Bill of Materials**, on the top right, and choose between CSV and PDF format.

### 2.11.1 BOM PDF

Bill of Materials PDF:

Build Of Material Information			
Project Name	Project Orleans HLD		
Province	Centre	Region	Orleans
Author	Planner Leader	Author Email	marianne.allan@utel.co.uk
Approver		Approver email	
Date Issued	28/11/2023		

Legend / Key	
	1 Port Generic ONT - Existing
	8/5mm Multiduct 3 Way - New
	8/5mm Multiduct 4 Way - New
	12/10mm Multiduct 4 Way - New
	12/10mm Multiduct 7 Way - New
	96mm Single Duct - New
	Aerial NT - New
	Boundary Box With New Closure - New
	Cable 6 Fiber (1tx6f) - New
	Cable 8 Fiber (1tx8f) - New
	Cable 12 Fiber (1tx12f) - New
	CBT 4 Way - Existing
	Customer Splicing Point (CSP) - New
	External Cable 12 (1tx12f) - New
	External Cable 24 (2tx12f) - New
	Footway Box With New Closure - New
	FW4 Chamber - New
	General Pole With New Closure - New
	Handhole (600 mm) With New Closure - New
	Internal Cabinet - New
	LC-APC to LC-APC Patch - New
	Narrow Carriageway (Type 1/2) - New
	Narrow Footway (Concrete) - New
	Narrow Footway (Tarmac) - New
	Narrow Verge (Unmade Terrain) - New
	SC-APC NT - New
	Street Cabinet (Double Door) - New
	Street Cabinet (Single Door) - New
	Traditional Deep Carriageway (Type 1/2) - New



Project Name: Project Orleans HLD

Product	Quantity
1:8 Splice Splitter	1
8/5mm Multiduct 3 Way	1
8/5mm Multiduct 4 Way	1
12/10mm Multiduct 4 Way	2
12/10mm Multiduct 7 Way	7
96mm Single Duct	4
Cable 6 Fiber (1x6f)	1
Cable 8 Fiber (1x8f)	1
Cable 12 Fiber (1x12f)	5
External Cable 12 (1x12f)	1
External Cable 24 (2x12f)	1
Footway Box	9
FW4 Chamber	2
Internal Cabinet	2
LC-APC to LC-APC Patch	16
Narrow Carriageway (Type 1/2)	1
Narrow Footway (Concrete)	1
Narrow Footway (Tarmac)	1
Narrow Verge (Unmade Terrain)	1
Street Cabinet (Double Door)	1
Street Cabinet (Single Door)	1
Traditional Deep Carriageway (Type 1/2)	1

28/11/2023

Page 2 of 5



## CABLES

Product	Length (m)	Total (m)	Total (m) + 20%
Cable 6 Fiber (1x6f)	24.671	24.67	29.60
Cable 8 Fiber (1x8f)	30.451	30.45	36.54
Cable 12 Fiber (1x12f)	239.711 + 54.171 + 195.431 + 380.371 + 305.431	1175.11	1410.13
External Cable 12 (1x12f)	104.101	104.10	124.92
External Cable 24 (2x12f)	72.321	72.32	86.78

28/11/2023

Page 3 of 5



## DUCTS

Product	Length (m)	Total (m)	Total (m) + 20%
8/5mm Multiduct 3 Way	305.431	305.43	366.52
8/5mm Multiduct 4 Way	72.321	72.32	86.78
12/10mm Multiduct 4 Way	30.451	30.45	36.54
12/10mm Multiduct 7 Way	34.931	34.93	41.92
96mm Single Duct	380.371	380.37	456.44

NOT APPROVED

28/11/2023

Page 4 of 5



## TRENCHES

Product	Length (m)	Total (m)	Total (m) + 20%
Narrow Carriageway (Type 1/2)	47.451	47.45	56.94
Narrow Footway (Concrete)	220.201	220.20	264.24
Narrow Footway (Tarmac)	45.091	45.09	54.11
Narrow Verge (Unmade Terrain)	37.281	37.28	44.74
Traditional Deep Carriageway (Type 1/2)	32.721	32.72	39.26

NOT APPROVED

28/11/2023

Page 5 of 5

## 2.11.2 BOM CSV

### Bill of Materials CSV:

	A	B	C	D	E	F	G
1	Product	Quantity	Length (m)	Total (m)	Total (m) + 20%	Cost	Total Cost
2	1:8 Splice Splitter	1				£7	£7
3	4 Way Closure	3				£15	£45
4	8/5mm Multiduct 3 Way	1				£6	£6
5	8/5mm Multiduct 4 Way	1				£7	£7
6	12/10mm Multiduct 4 Way	2				£7	£14
7	12/10mm Multiduct 7 Way	7				£9	£63
8	24 Way LC-APC Pigtail Patch Cassette	7				£7	£49
9	96mm Single Duct	4					
10	Cable 6 Fiber (1tx6f)	1	24.67	24.67	29.604	£4	£118.42
11	Cable 8 Fiber (1tx8f)	1	30.45	30.45	36.54	£7	£255.78
12	Cable 12 Fiber (1tx12f)	5	239.71 + 54.17 + 195.43 + 380.37 + 305.43	1175.11	1410.132	£5	£7,050.66
13	External Cable 12 (1tx12f)	1	104.1	104.1	124.92	£5	£624.60
14	External Cable 24 (2tx12f)	1	72.32	72.32	86.784	£7	£607.49
15	Footway Box	9				£9	£81
16	FW4 Chamber	2					
17	Generic Closure	2				£15	£30
18	Internal Cabinet	2				£150	£300
19	LC-APC to LC-APC Patch	16				£3	£48
20	Narrow Carriageway (Type 1/2)	1	47.45	47.45	56.94	£9	£512.46
21	Narrow Footway (Concrete)	1	220.2	220.2	264.24	£9	£2,378.16
22	Narrow Footway (Tarmac)	1	45.09	45.09	54.108	£9	£486.97
23	Narrow Verge (Unmade Terrain)	1	37.28	37.28	44.736	£9	£402.62
24	Splice	25				£1	£25
25	Street Cabinet (Double Door)	1				£300	£300
26	Street Cabinet (Single Door)	1				£200	£200
27	Traditional Deep Carriageway (Type 1/2)	1	32.72	32.72	39.264	£13	£510.43
28							

## 2.12 Works Order

The Installer team member will get notification that the project is at **Works Order** phase, and they can proceed with **Install**.

There are *three ways* Installers can navigate to the **Project**:

Navigate from the Notification in My Account, Projects menu or Works Order menu:

*My Account*; Notifications tab:

**My Account - orleans\_installer**

Details   Change Password   Contact Details   User Preferences   **Notifications**

Show UnRead Only ?

Message	Action
Project 'Project Orleans' is at work order issue phase	Mark as Read   View

« < 1 > » 10 ▾

Total Records: 1

## Project Menu; Installation tab:

The screenshot shows the 'Project Orleans' installation interface. On the left is a navigation sidebar with 'Project Orleans' selected. The main area has tabs for 'Details', 'Installation', and 'Pending', with 'Installation' active. A table lists equipment items for installation, including Boundary Boxes (BB02-BB09) and Ducts (BB01- BB02 D, BB02 - BB03 D). Each row has an 'Install' button. At the bottom, it shows 'Selected Records: 0' and 'Total Records: 54'.

Display Name	Equipment Type	Network Status	Operational Status	Location	Action
BB02	Boundary Box	In Build	Unavailable	Orleans	Install
BB03	Boundary Box	In Build	Unavailable	Orleans	Install
BB04	Boundary Box	In Build	Unavailable	Orleans	Install
BB05	Boundary Box	In Build	Unavailable	Orleans	Install
BB06	Boundary Box	In Build	Unavailable	Orleans	Install
BB07	Boundary Box	In Build	Unavailable	Orleans	Install
BB08	Boundary Box	In Build	Unavailable	Orleans	Install
BB09	Boundary Box	In Build	Unavailable	Orleans	Install
BB01 - BB02 D	Duct 3 way 8/5mm	In Build	Unavailable	Orleans	Install
BB02 - BB03 D	Duct 3 way 8/5mm	In Build	Unavailable	Orleans	Install

## Works Order Menu:

The screenshot shows the 'Works Orders' menu. It has two dropdown menus: 'Select Project' (set to 'Project Orleans') and 'Select Sub-Project' (set to 'Please Select'). A 'Continue' button is visible below the dropdowns.

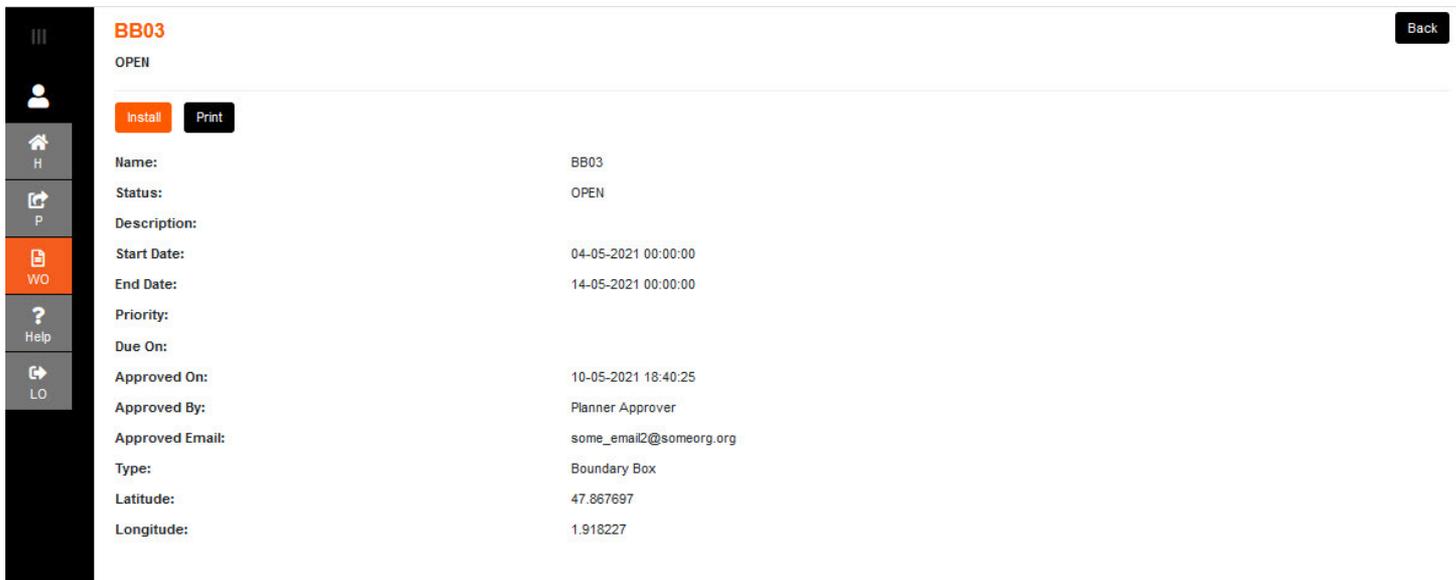
Select **Project**, **Sub Project**, and **Component** that is required to be installed.

The screenshot shows the 'Works Orders' menu with three dropdown menus: 'Select Project' (set to 'Project Orleans'), 'Select Sub-Project' (set to 'Civils'), and 'Select Component' (set to 'Manholes'). A 'Continue' button is visible below the dropdowns.

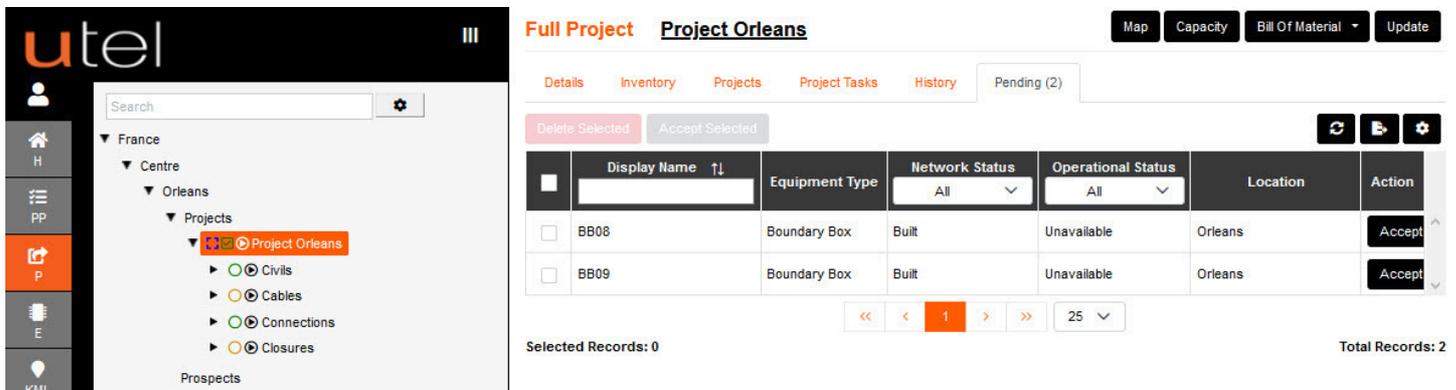
Select the **Component** task.



Select **Install**. The form will close and go back to the list of component tasks, minus the item installed.



Note: If the Installer is untrusted then the Planner must navigate to the Pending tab and **Accept** the items installed by that user.



When all items are Installed, the Project **Phase Status** drop down is available for the Planner to modify from WORK ORDER\_ISSUED to COMPLETE.

With the Project now **Complete**, all the items created can be utilized as existing infrastructure.

Even if the Project was set as a *non Public Project*, all items are now on view, with solid outlines as they no longer in a project.

**Full Project** Orleans Project Map Capacity Bill of material

Details **Inventory** Projects Project Tasks History Pending

\* Name Orleans Project

Description

Start Date 22-12-2020

End Date 01-03-2021

\* Team Team Orleans

\* Project Leader The Planner

Public Project Public

\* Project Status CLOSED

\* Phase Status COMPLETE

Approval Status Approved

Version 1

Locations Orleans

Reload

## 2.13 Project Status Report

This report gives the details of the projects the user is involved in. Scroll to the bottom of the page to access it.

UGEO

R

? Help

LO

Cable End Points

Inventory Report

Custom

**Routes and Networks Report**

All Routes

All Pre-Allocated Networks

All Scheduled Networks

Route Details

Duct Route Details

**Project Reports**

**Project Status**

All Special Engineering Difficulties

Wayleaves

Reports

Select the **Project** you would like to find out details.

**Project Status** Back

\* Select Project: Please Select ▼

- Please Select
- Project Orleans Aeroport
- Project Orleans HLD
- Project Orleans LLD01

[Country: France] [Sub Location: Centre] [Location: Orleans] [Project Phase Status: PLANNING]

Select the **Sub-Project** and **Component**. Select **Continue**.

**Project Status** Back

\* Select Project: Project Orleans HLD ▼

\* Select Sub-Project: Cables ▼

\* Select Component: Please Select ▼

- Please Select
- Cables
- Civils

Continue

Select **Component** to view details.

**Project Orleans HLD** Back

Cables

SCDD01::FB04_01_F12
FB04_01:FB04_03_F12
FB04_03::FB04_05_F12
FB04_05::FB04_08_F12
SCD01::SCDD01_F24

The **Print** button navigates to the map screen to set up a pdf printout.

<b>Name:</b>	BB02
<b>Status:</b>	OPEN
<b>Description:</b>	
<b>Start Date:</b>	04-05-2021 00:00:00
<b>End Date:</b>	14-05-2021 00:00:00
<b>Priority:</b>	
<b>Due On:</b>	
<b>Approved On:</b>	10-05-2021 18:40:25
<b>Approved By:</b>	Planner Approver
<b>Approved Email:</b>	some_email2@someorg.org
<b>Type:</b>	Boundary Box
<b>Latitude:</b>	47.867121
<b>Longitude:</b>	1.917949

Place **A4 outline**, then select '**Start to print to PDF**' when satisfied with outline and label placement.

The **PDF printouts** are the same as printing from the items.

# Projects

## 2.14 Quick guide to creating on the Map

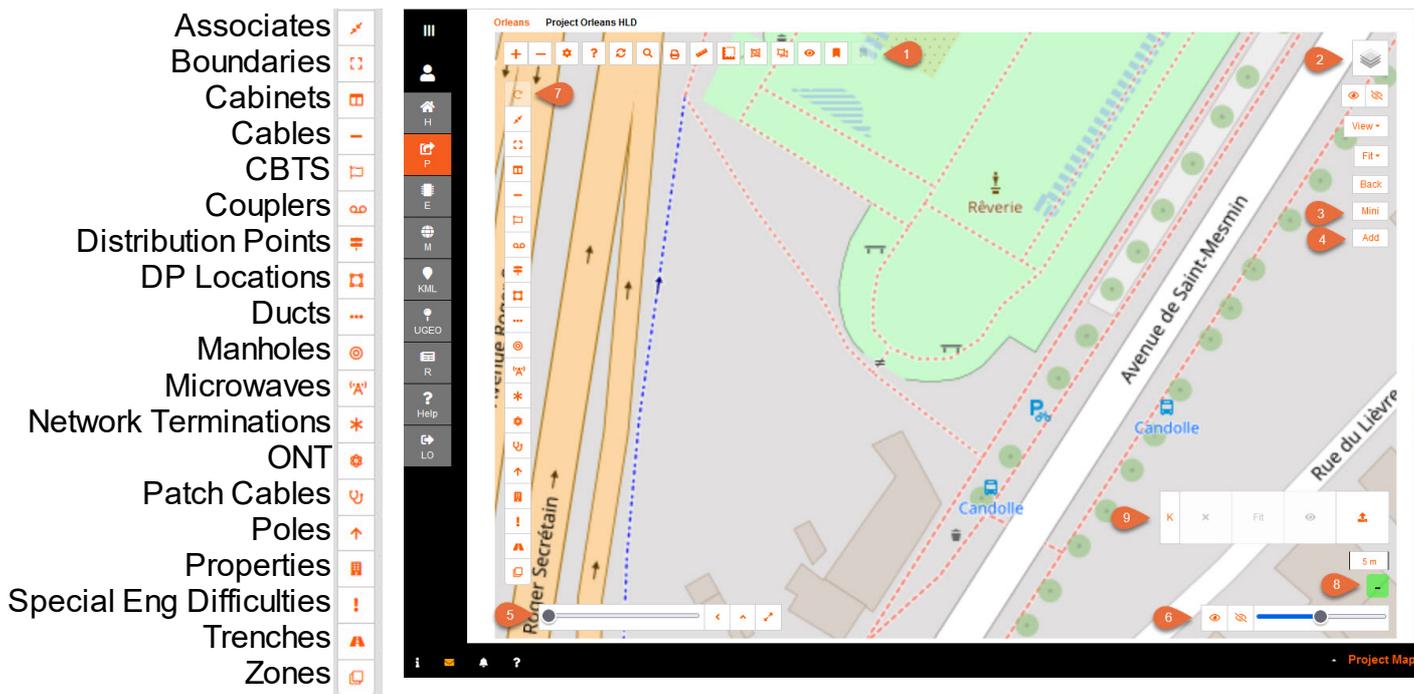
Construction of a network in FastLight GIS although mapping mostly mirrors the real world; it does have some **additional requirements on the ordering of operations**

- for any network section, the **nodes** of the civil engineering network must be created **before any duct** can be connected between them
- a duct start or finish may be at any one of the following nodes of the civil engineering layer:
  - o POPs: Central Office, Street Cabinet POP, Data Centre
  - o Cabinets
  - o Manholes
- a **duct** must be created **before a cable** can be installed within it
  - o FastLight tracks duct capacity and utilization and will not allow a cable to be installed in a duct which has insufficient space
- **two or more cables** must be created with terminations at the **same** joint closure, POP or cabinet before fibers can be **connected between them**
  - o to see the connection editor screen
    - click on a POP or a cabinet; or
    - click on a manhole and then click on a joint closure in the pop-up which appears
- an **ONT** may only be placed **within a building**
- All items that have specific rules can be found on the '?' button located on the top left of the map, more details in the next section.

### 2.14.1 Map Buttons

In the Maps view, you will see a shortcut menu bar on the left-hand side of the maps screen underneath the zoom buttons.

Adding these items will automatically update the **E/M Network Locations**, also create **Project Tasks**.



There are quite a few features available on the **Map** function, apart from the toolbar. Hover over each button on the map; and a brief description of the function is available.

## 1. Zoom, Advanced Settings, Help, Refresh, Search, Print, Ruler, Measure, Capture, Last View and Global Bookmark

'Zoom In' and 'Zoom Out' is similar to the **mouse scroll** in and out.



### Map Settings:



The **Map Advanced Settings** pop-up is a useful tool, especially to apply a unique Fastlight experience:

### Advanced Settings

#### Duplicate

Check Duplicate Points:  10 Km

#### Map

Wheel ToolBar:

Mini Map:

Full Green Info:

#### Zone

Zone Contents Close:

Zone Fill Colour?:

#### Cable

Length Threshold:  2000 m

Auto Select Next Tube:

#### Auto Cable

End Point Type: General Pole

Cable Type: Drop Cable 1 (1tx1f)

Default Closure: 4 Way Closure

Default Patch Cassette: 24 Way LC-APC Pigtail Patch Cassette

Default Patch Group: 72 Way Patch Group

Filter Only Unconnected:

Max Number of Cables:

#### Radius

Inner Radius (meters):

Outer Radius (meters):

#### Mouse

Scroll Wheel Zoom:

Scroll Wheel Zoom Center:

Wheel Debounce Time:

Wheel Scroll Pixels:

#### Map Rendering

Map Tile Clipping: Low

Special Render:

#### Other

Layers Off: Choose Base Class

Overlay Map Tiles Enabled?:

Reveal Timeout (s):

Path Angler:

Path Angle:

Region Draw Type: Click Points

Region Content Area:

Reset To Defaults Close

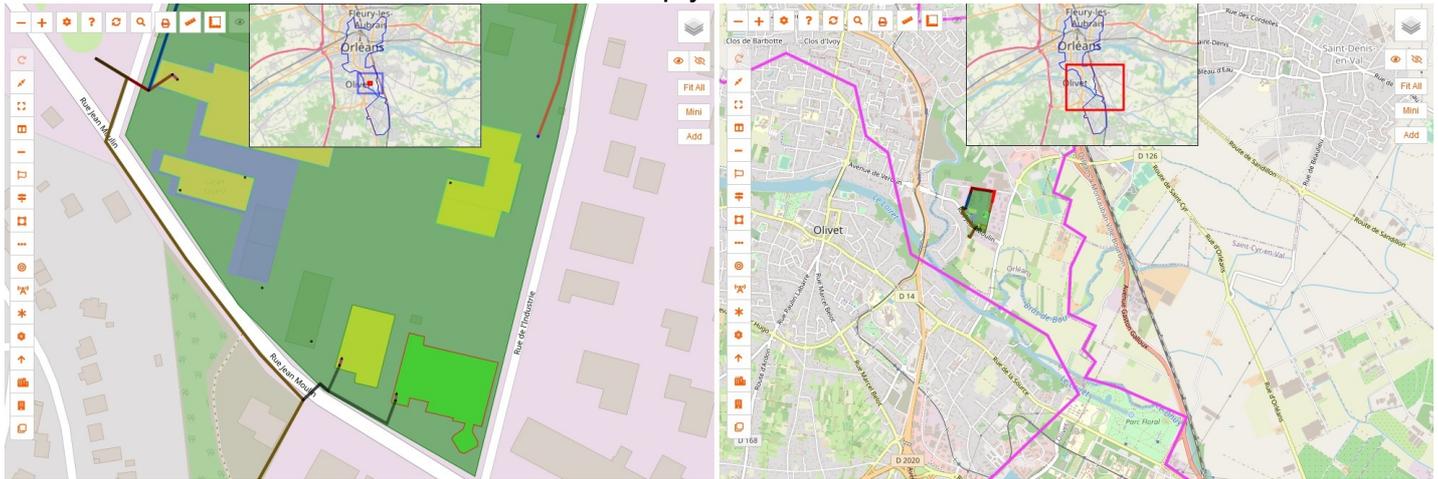
### Wheel Toolbar:

When ticked; the Wheel Toolbar functionality is enabled and can be used.

### Mini Map:

When ticked; the mini map window is enabled.

Scroll and move around to see where on the map you are located



### Full Green Info:

When ticked, shows **LatLng**, **Zoom**, and **Hover Item Name**. If *not* then only shows **Hover Item Name**.

### Zone Contents Close:

When ticked; zone open and close is enabled.

This allows big data within a zone to be hidden until the zone is selected to be opened.

### Zone Fill Colour ?

When ticked; this applies all the items within a zone to have the **same fill colour** as the zone.

### Length Threshold:

When ticked; the permitted distance threshold between enclosures for new cables will be checked. The default length is 2000m, the minimum is 0m and the maximum is 4000m.

### Auto Select Next Tube:

Map cabling creation allows for **last tube selected** to be **applied** along its duct path

### Inner and Outer Radius (meters):

Set map radius indicator to a set distance to visually see what is within that distance from the point selected.

### Scroll Wheel Zoom:

When ticked; enables map zoom with mouse scroll wheel.

### Scroll Wheel Zoom Centre:

When ticked; enables map zoom with mouse scroll wheel to zoom around map centre rather than mouse position.

### Wheel Debounce Time:

Time in milliseconds to limit the rate at which a mouse wheel can fire.

### Wheel Scroll Pixels:

Number of wheel scroll pixels per change of zoom level. Smaller values will make wheel-zooming faster (and visa versa).

### Overlay Map Tiles enabled?

When ticked; the user views the normal map tiles as transparent **over the top** of secondary map tiles.

This assists being able to **check alignments** of map features.

**Reveal Timeout (s):**

Set map point reveal **timeout**

**Trench Angler:**

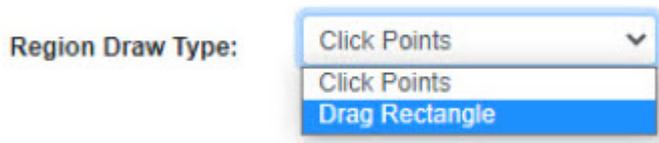
When ticked: the angle code will flag trenches that are laid with an angle that is too great for Civils.

**Trench Angle:**

Set the degree that the angle of the trench can go to before flagged as an issue.

**Region Draw Type:**

Choose between drawing a region between **Click Points** and **Drag Rectangle**



**Region Content Area:**

When ticked; E region map loads and is used to check that the region covers the content.

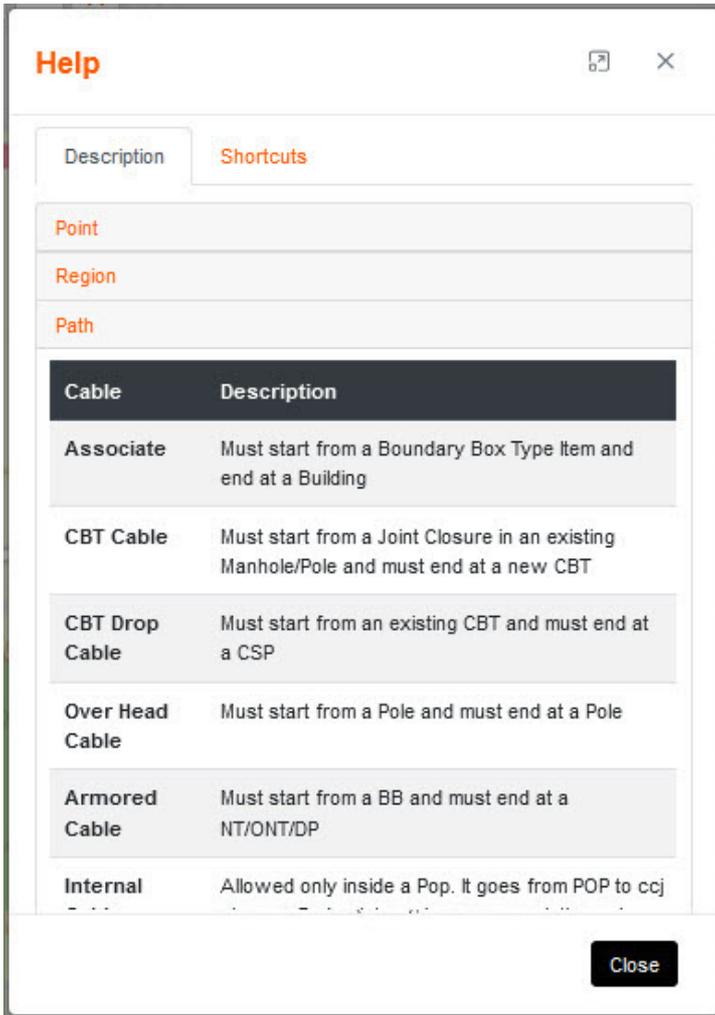
**Map Tile Clipping:**

Set clipping buffer so point items don't render badly. Low value is less clipping but slower.

**Help:**



The Help pop-up has two tabs; **Description** of items (including their rules) and keyboard **Shortcuts**.



## Refresh:

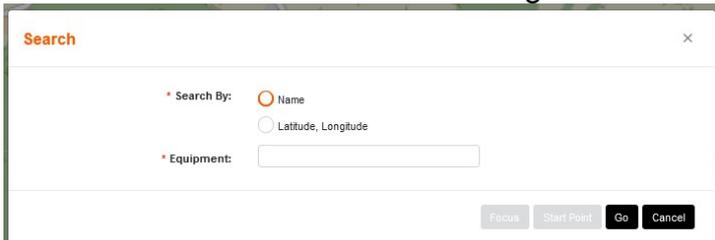


The refresh allows the map to be **dynamically updated** with any items created by other users.

## Search:



Enter the **latitude and longitude** of the spot you want to navigate to.  
 Enter the **name** of the item that is being searched for.



## Print:

# Projects



**Landscape** and **Portrait** will print the view on the screen.

**Auto** will print the area comprising of all the items.

**Custom** will present you with a drag box function to choose the area to print.

## Enable Ruler:

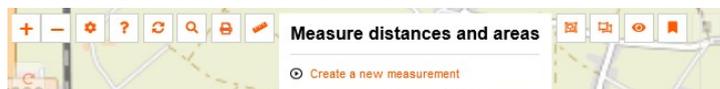


Click on the map to **place a point** to start measuring from.

**Each point** will show you the distance. Double click for a second ruler. Escape to disable.

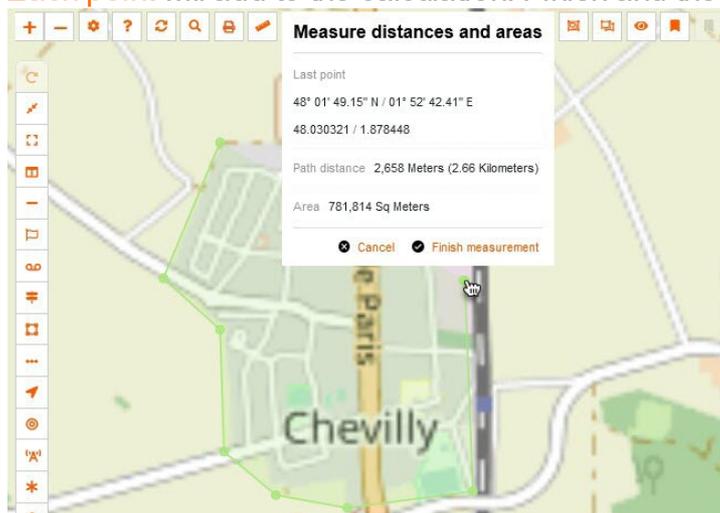


## Measure distance and Area:



Click on the map to **place a point** to start calculation from.

**Each point** will add to the calculation. Finish and the area will be there until you delete it.



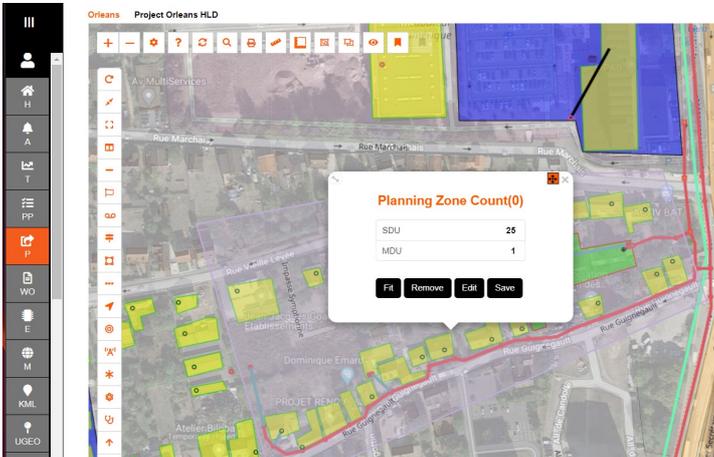
## Capture Planning Zone & Capture Splitter Zone:



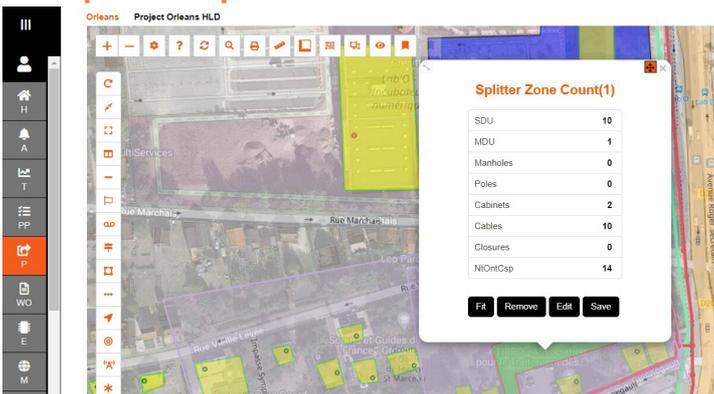


This allows a polygon to be drawn including items to assist in planning. They can be edited, saved to an actual zone or removed.

The **Planning Capture** indicates the number of MDU and SDU that you captured within the polygon.



The **Splitter Capture** indicates the number of MDU and SDU, as well as items within the polygon.



### Last View:



Last view assists the user on finding where they were **last working** before the user left the map screen

### Save & Load Current Global Bookmark View:



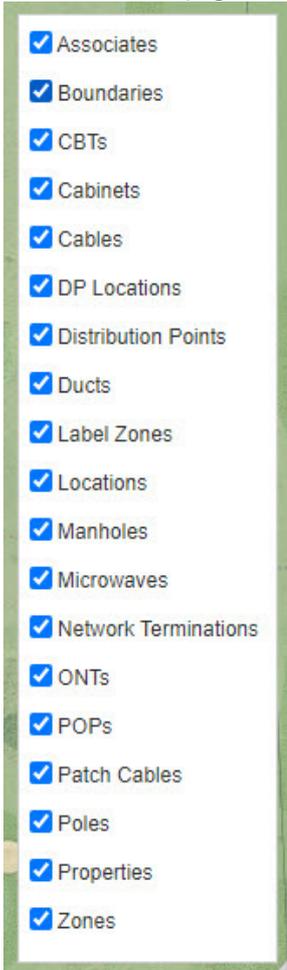
In order to return to the view you currently have, Save and Load the bookmark.

## 2. Layer Views

### Layer Items Control:

Every time an item is added to the Map - it gets added to the **Layer Control**.

When the map gets busy there is an option to **turn off viewing** certain items.



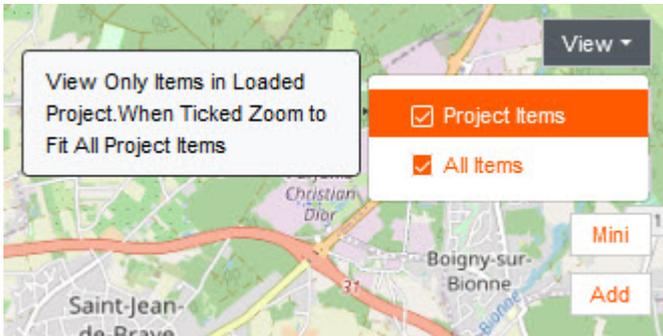
### Layers On and Off:

This can be used when needing to see the map **without** the added items.



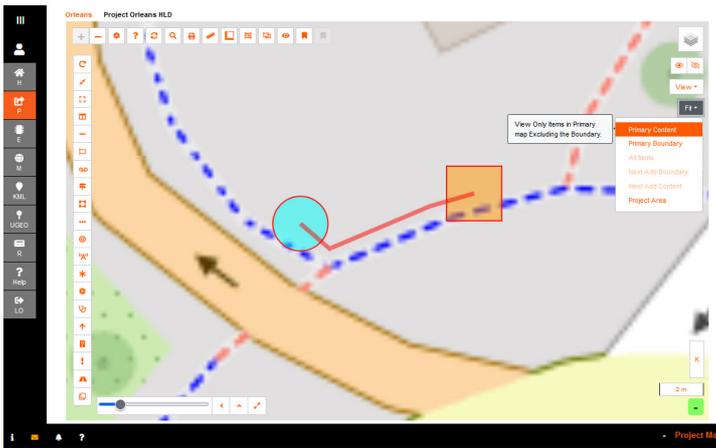
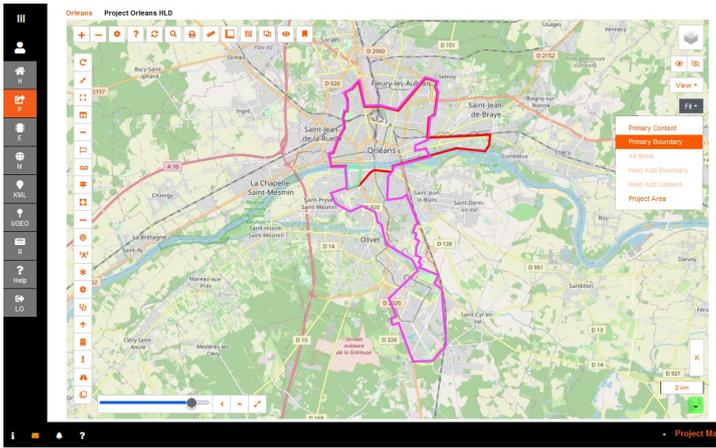
### View:

The 'View' has a feature to filter out the new and existing inc. new.



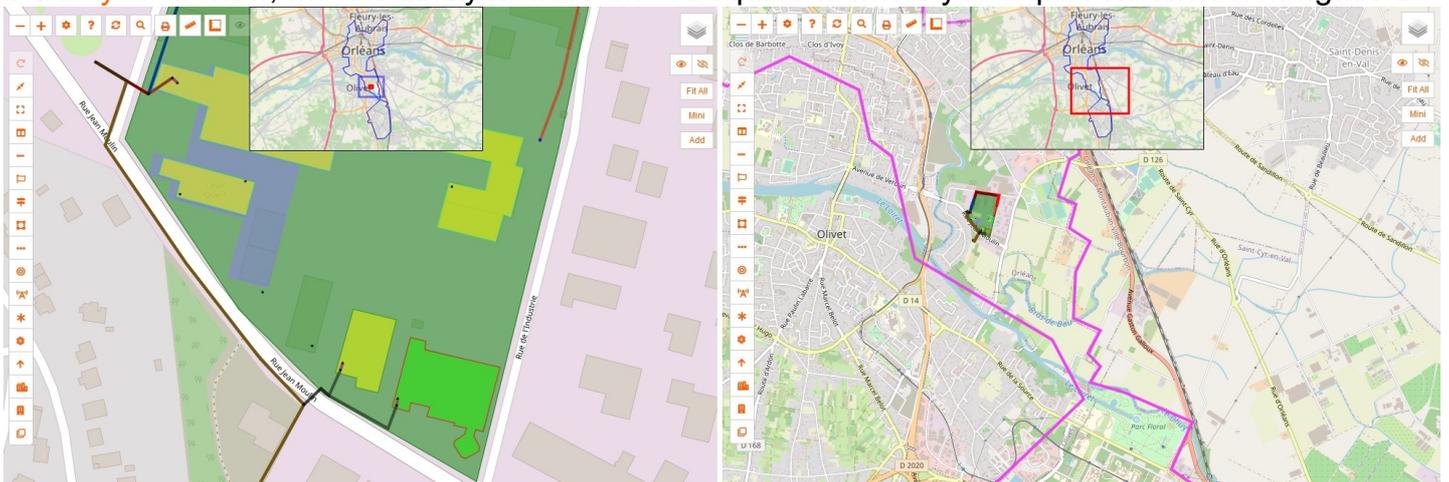
### Fit:

The 'Fit' drop down **toggles** between the POP Location view, Project Area, Add Locations, involving the items selected in **View**.



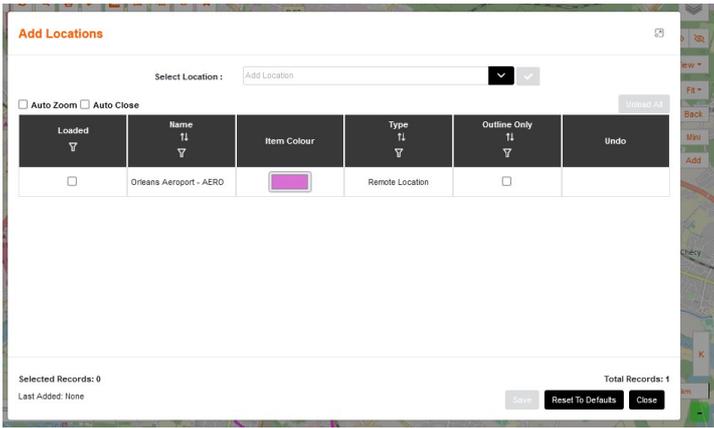
### 3. Mini Map

Enabling **Mini Map** - you have the ability to see **where** you are in your POP Location. It is a **dynamic** view, with the ability to move the red square to where you require for each of navigation.

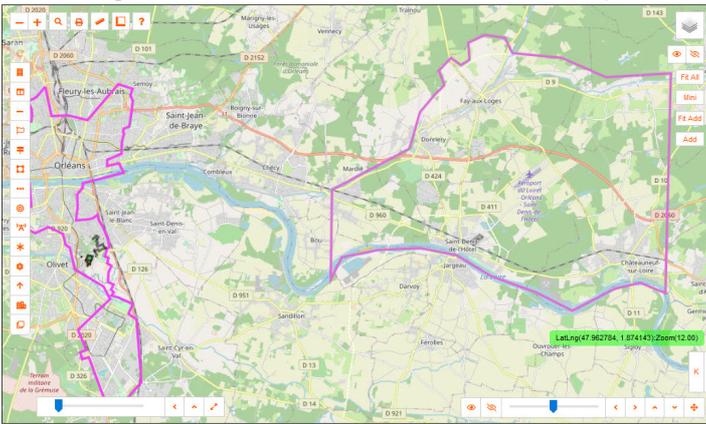


### 4. Add Alien locations

The ability to see the **other** locations, within your Sub Locations, aids in test trunk/backbone network.



Selecting an alien location to **Add** to the map will allow it to be viewed **alongside** the main location.



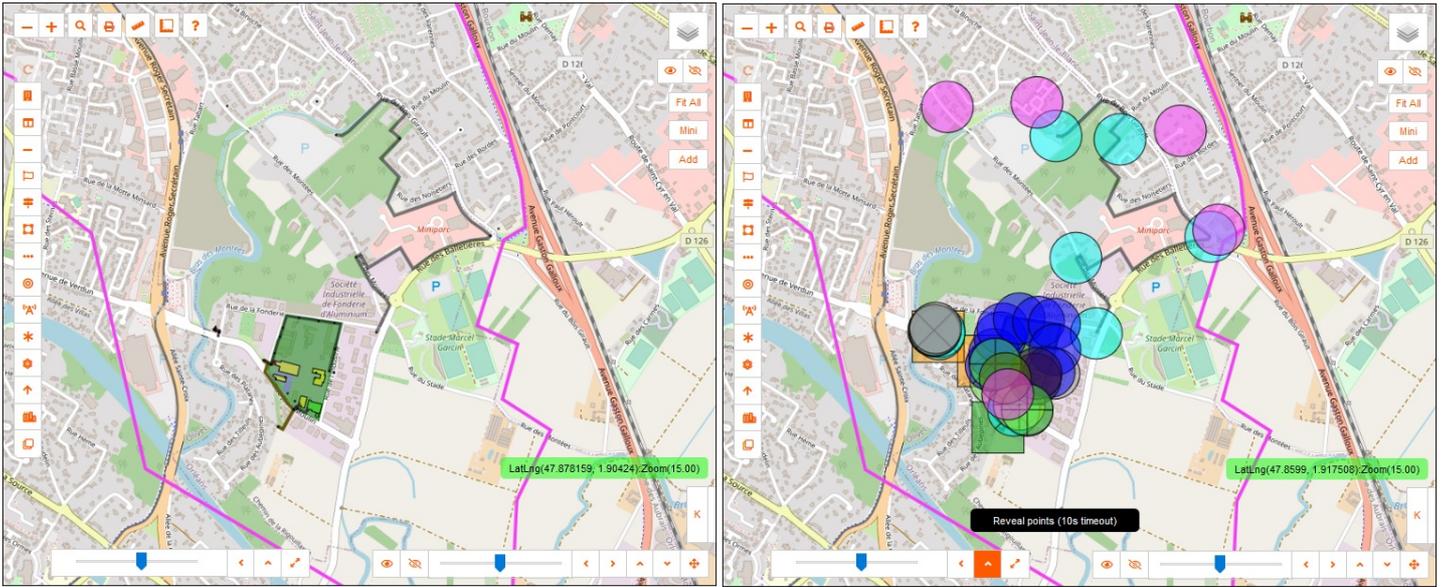
## 5. Point item control

While items should be realistic sizes, for ease of navigation - the size can be **modified** with the Slider Bar.

The options are: **Slide to Set**, **Reset** default size, **Reveal Points** and **Large Points Mode**.

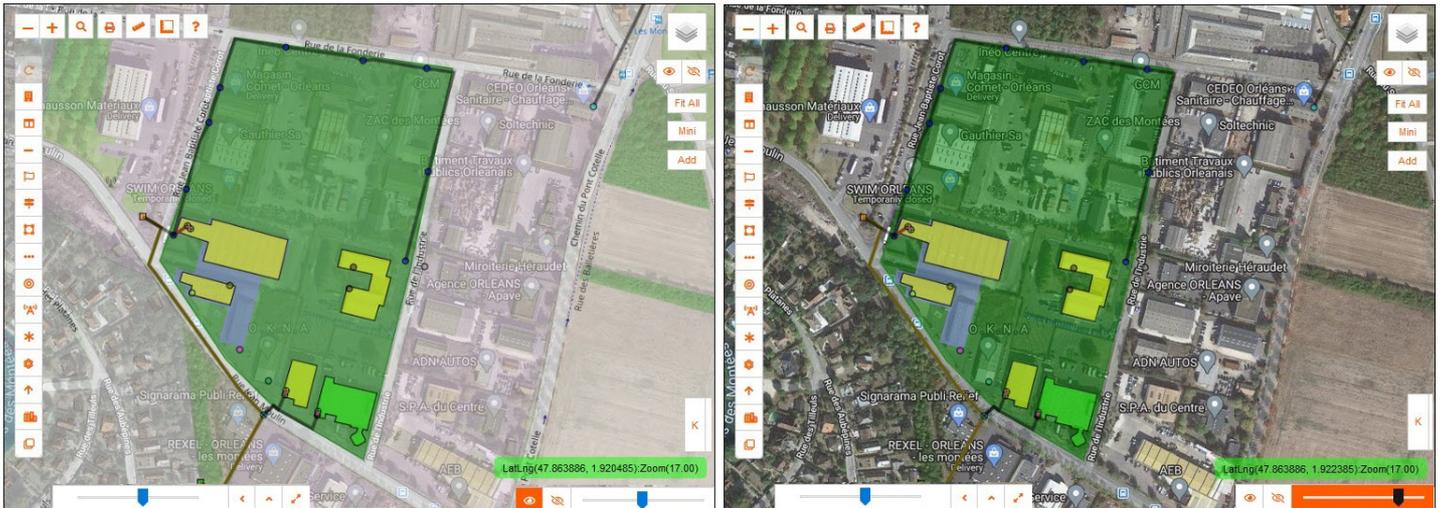


While zoomed out of the map - a quick **Reveal Points** pops up the items really large to find items. This also helps with laying auto cables.



## 6. Satellite View Overlay Control

This overlay assists in the building of the network.  
The options are: **Show Overlay**, **Hide Overlay** and **Set Opacity**

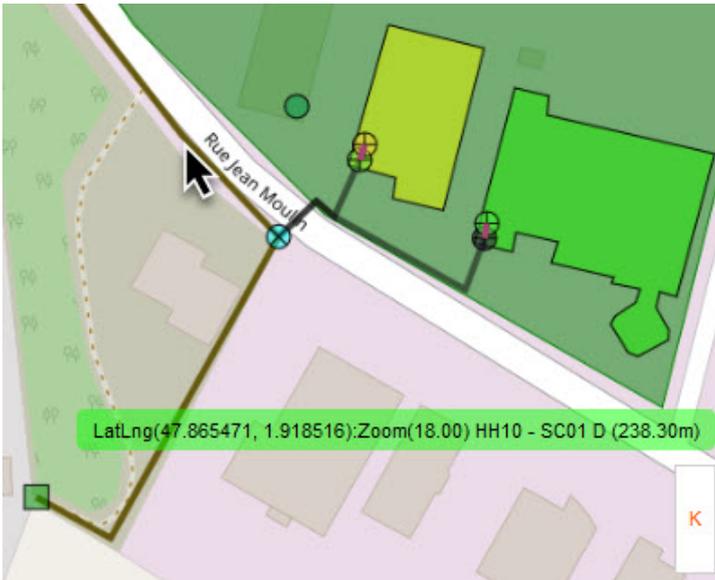


## 7. Repeat last selection

After selecting an item to be created, the toolbar will **remember that action** and open the sidebar to assist in the next creation.

## 8. Pointer Information

The pointer information follows the mouse, and **reports live** LatLng (Latitude and Longitude) information, as well as Zoom level.  
Hovering over an item will give **details** of it  
i.e.: hover over duct and the name will appear, along with the length of the duct.



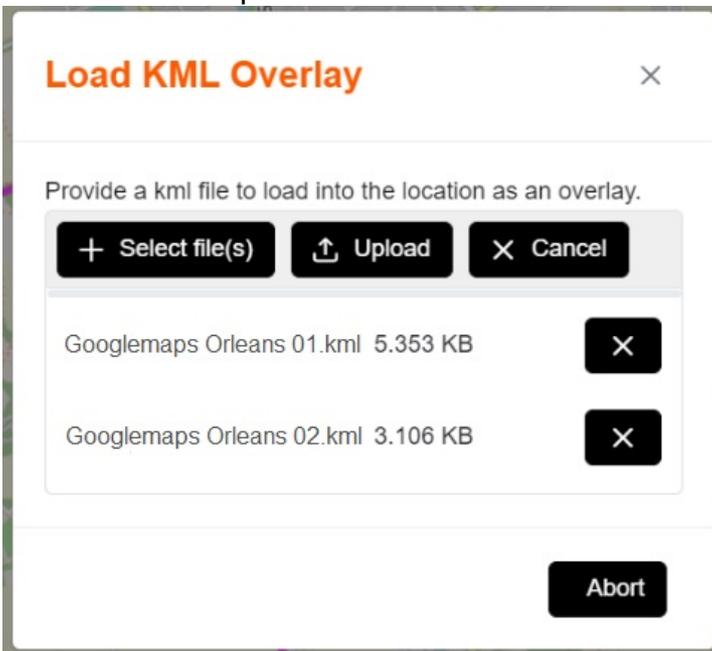
## 9. KML Load

The map has the ability to load in kml as an overlay.  
Expand the 'K' bar.

The options are: **Clear Load**, **Fit Loaded Items**, Toggle **Layer On/Off** and **Load**.



**Load** allows multiple files at one time.



### 2.14.2 Creating in Map

Getting to know the *map buttons* in the previous section will make the guide easier to follow.

All point items get created in a similar way,

# Projects

Any items that need particular items first, like a building for an ONT, or particular rules, will have a message to assist the user.

Enter the map by selecting the **Map** button on the top right of the forms.

## 2.14.3 Creating Points in Map

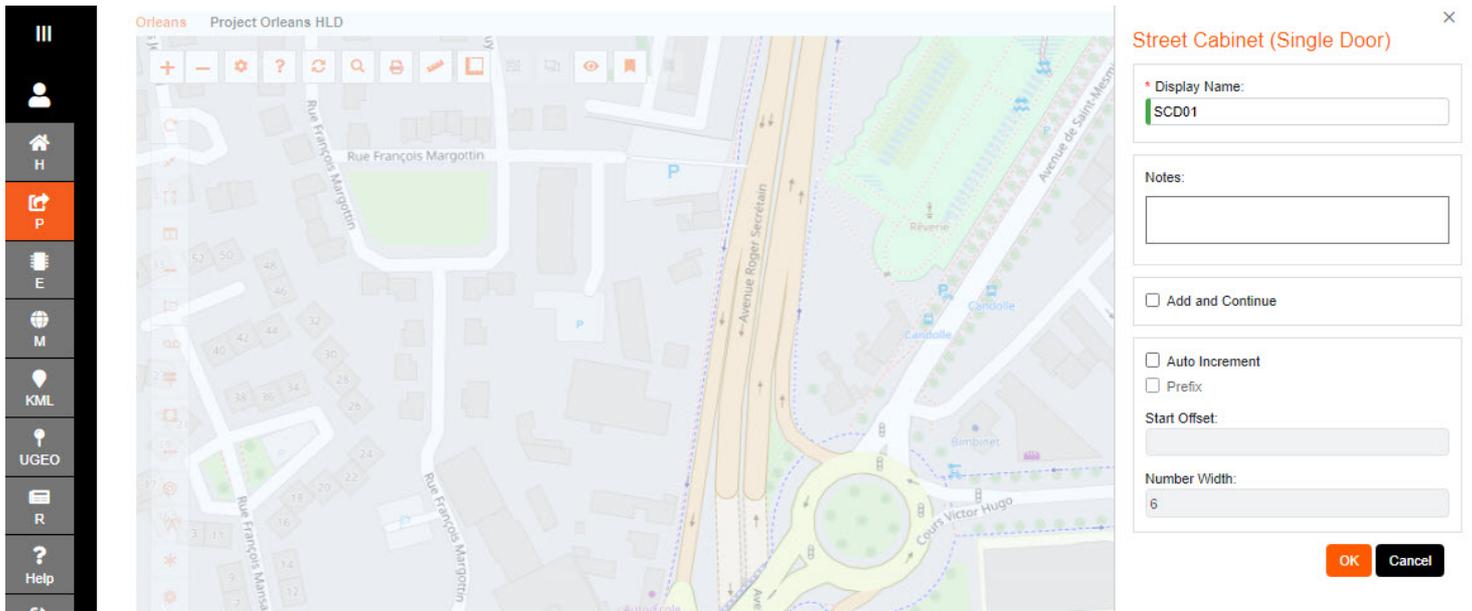
Select the item you want to start designing with - this example is a **Street Cabinet**.



A **sidebar** will appear on the right-hand side.

Input a display name for the Cabinet according to your *naming convention* and any relevant Notes you wish to add.

There is an option to 'Add and continue' and 'Auto Increment'.

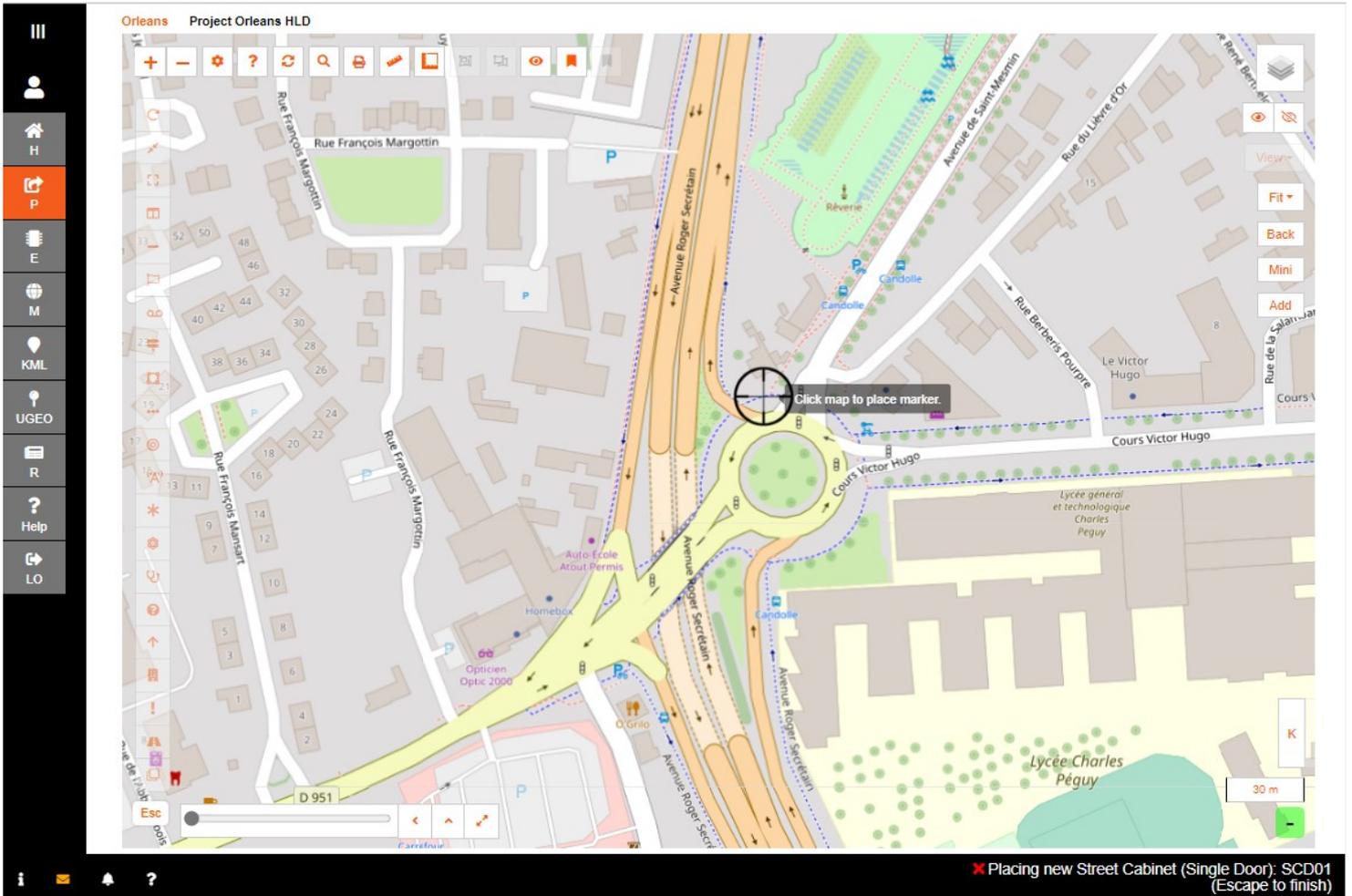


Clicking **OK** re-engages the map screen with a target marker.

Move around the map and use the zoom function to place this as accurately as possible on your map.

The Latitude and Longitude coordinates of the marker are visible in the top right-hand corner of the maps screen for reference.

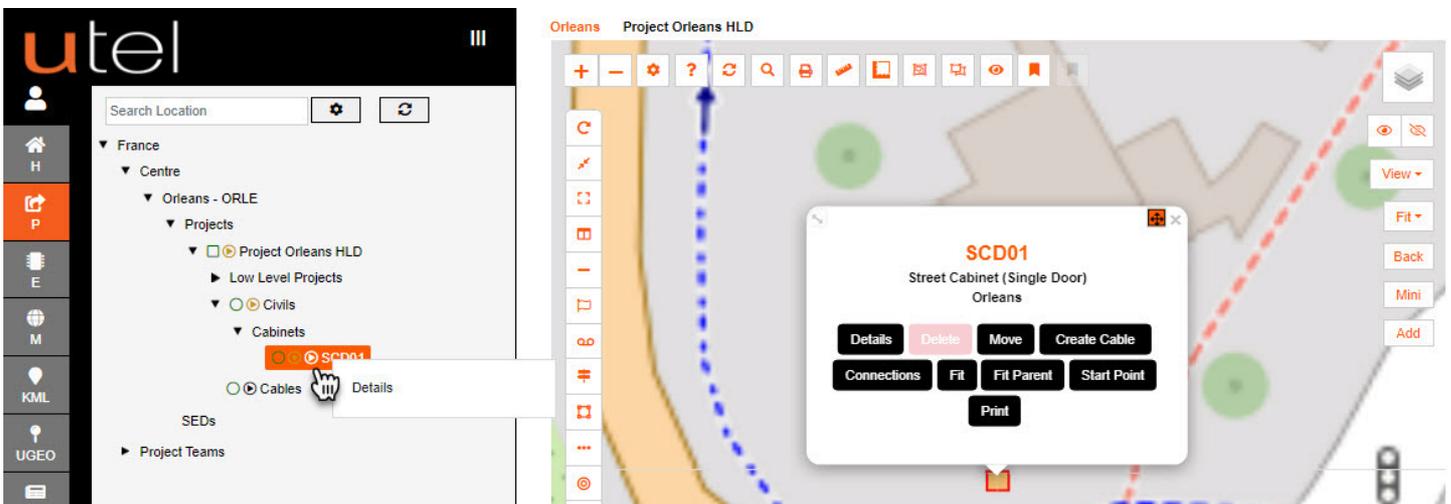
**Click to place the marker.**



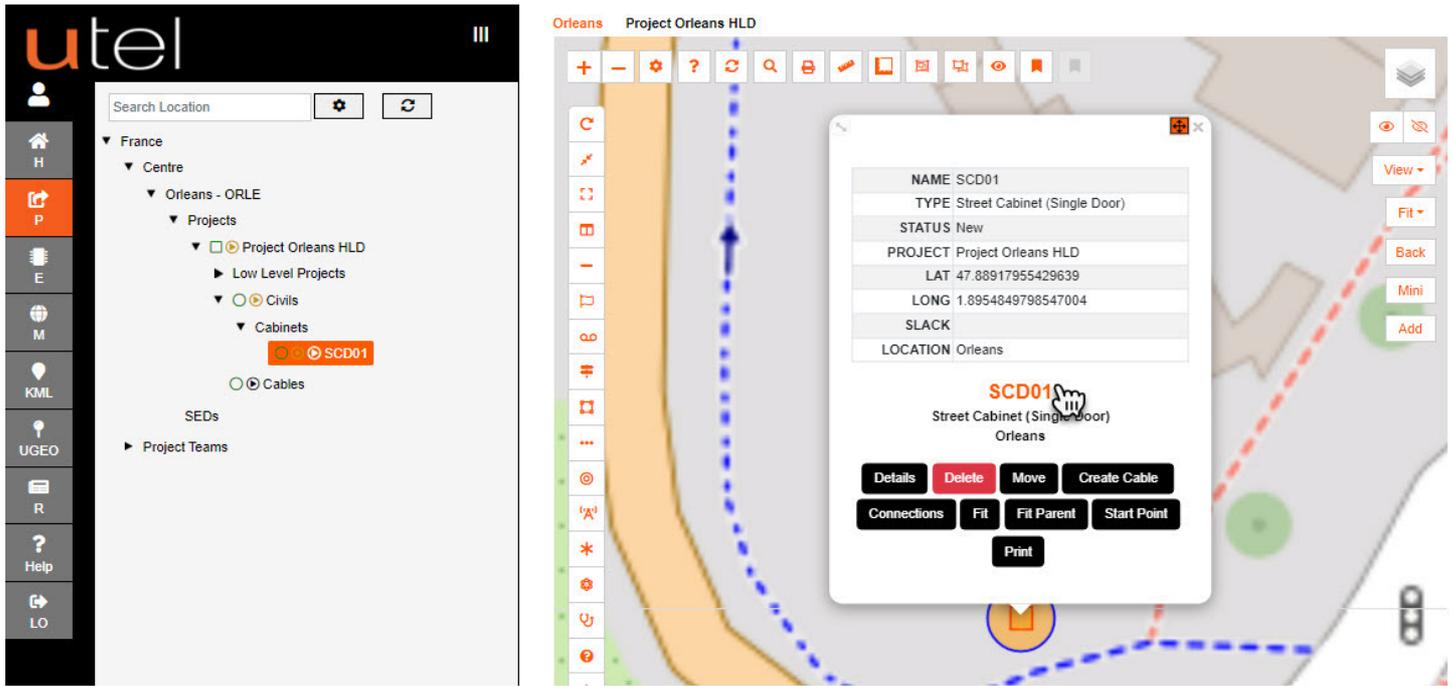
The Cabinet will now appear in the **Tree**, but as a Project Task. Open the burger bar to see the tree items.

**Right click** on the Cabinet Project Task on the **tree** then gives you the option to view the **Details**.

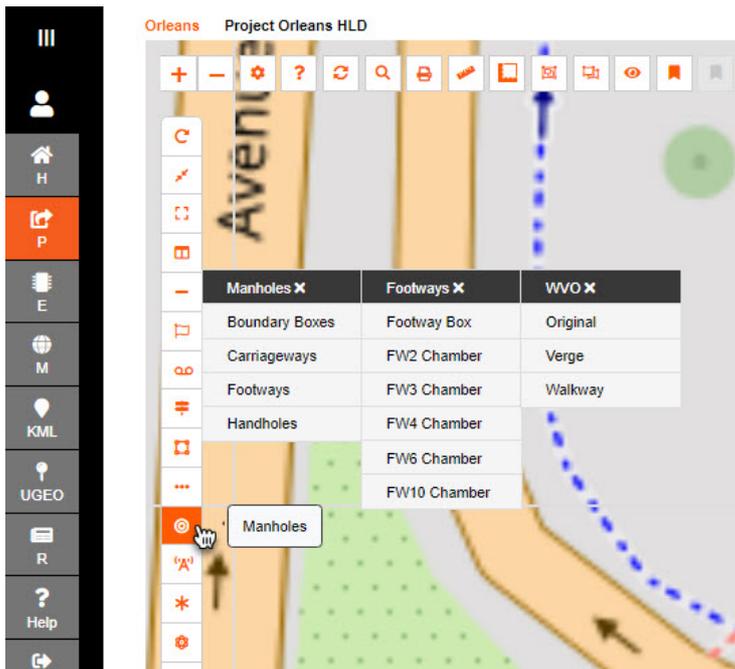
Another way to Cabinet **Details** is to click the icon on the map. This will display the Cabinet name, along with the options to **Details**, **Delete**, **Move**, **Create Cable**, **Connections**, **Fit**, **Start Point** and **Print**.



Hover over the **name** will give a few quick view details.



The options for manholes are the following:



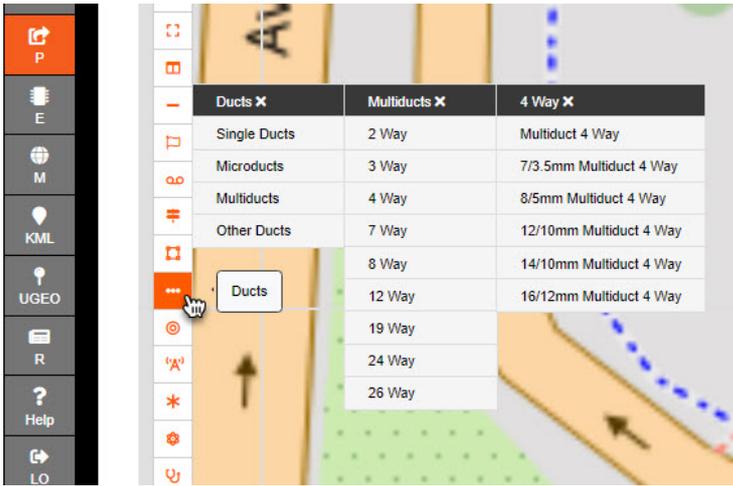
### 2.14.4 Creating Paths in Map

In order to create Ducts, or non-duct cables, you need to have already created Cabinets, Manholes, Poles and DP/NTs.

These items will be used as a start and end point.

Remember that you should **always build from the POP towards the ONT** in order to ensure you have a fully connected Network.

In the toolbar, select the **Ducts** icon.



Select the type of Duct you wish to create.

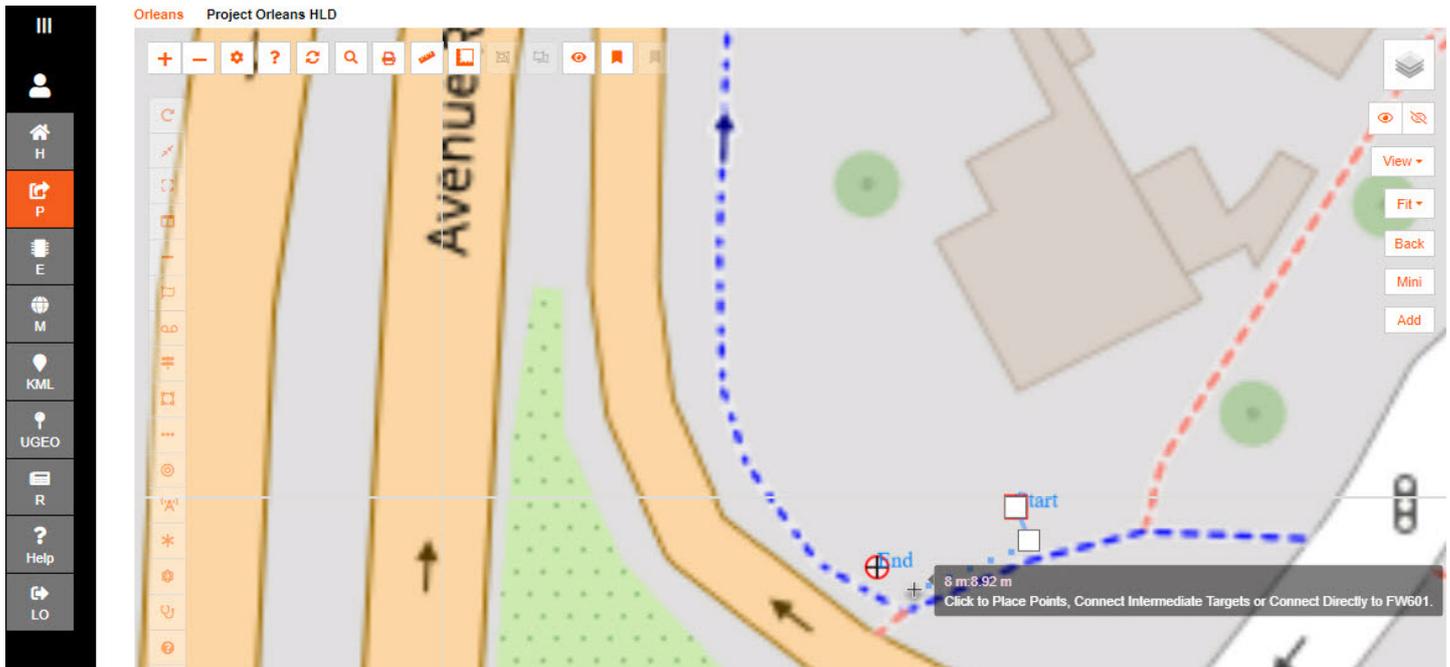
Use the **Pointer Information** green bar, on the bottom right-hand corner of the screen, for reference on distances.

First select a **Start Item** (POP/Cabinet/Manhole/Pole). The text on the footer will prompt you with the next step.

Then select an **End Item** (Cabinet/Manhole/Pole/DP/NT/ONT).



When you have selected your end point, your path route place will become **active**.



As accurately as possible, click on the map to create the required path - using as many **points** as necessary.

You will notice that it auto-calculates the distance between the start and end points.

The duct path can be edited at anytime after being created if the exact path isn't known.

Include any **intermediate items**, if there are any, and the duct naming will automatically be modified to include the points "*Start point – End point*".

Click the **Last Item** to finish your line.

This will then display the duct on the screen as a line and will now appear in the **Tree**, but as a Project Task.

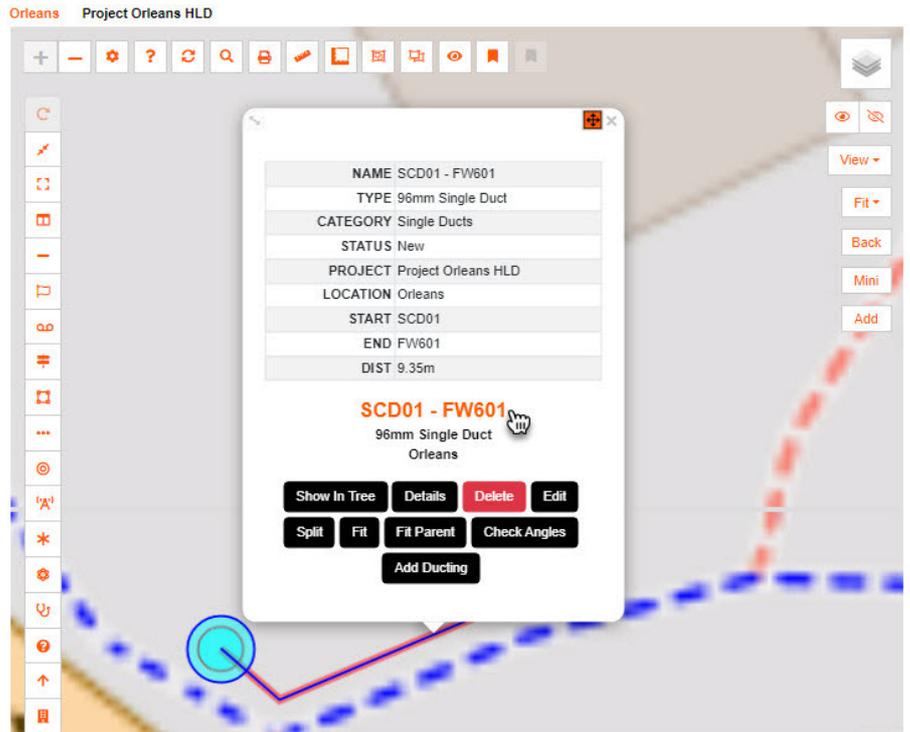
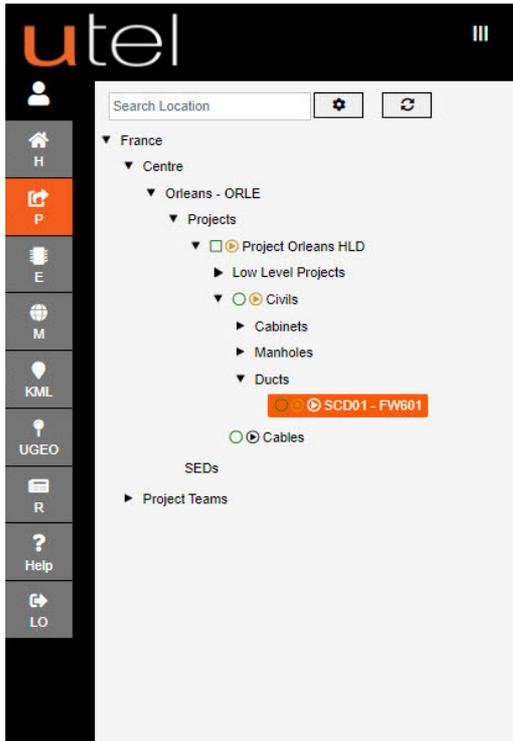
Open the burger bar to see the tree items.

**Right click** on the Duct Project Task on the **tree** then gives you the option to view the **Details**.

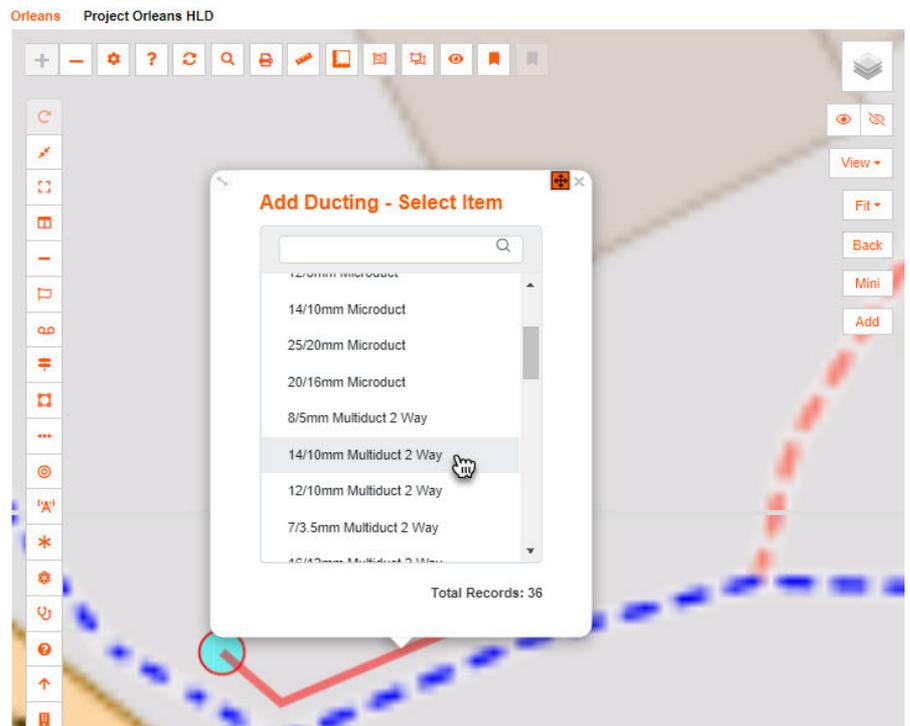
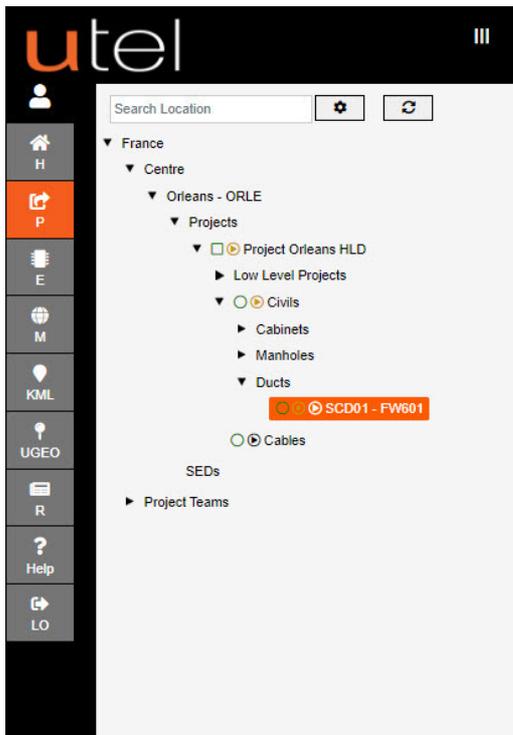
Another way to Duct **Details** is to click the icon on the map.

This will display the Duct name, along with the options to **Details**, **Delete**, **Edit**, **Split**, **Fit**, **Check Angles**, and **Add Ducting**.

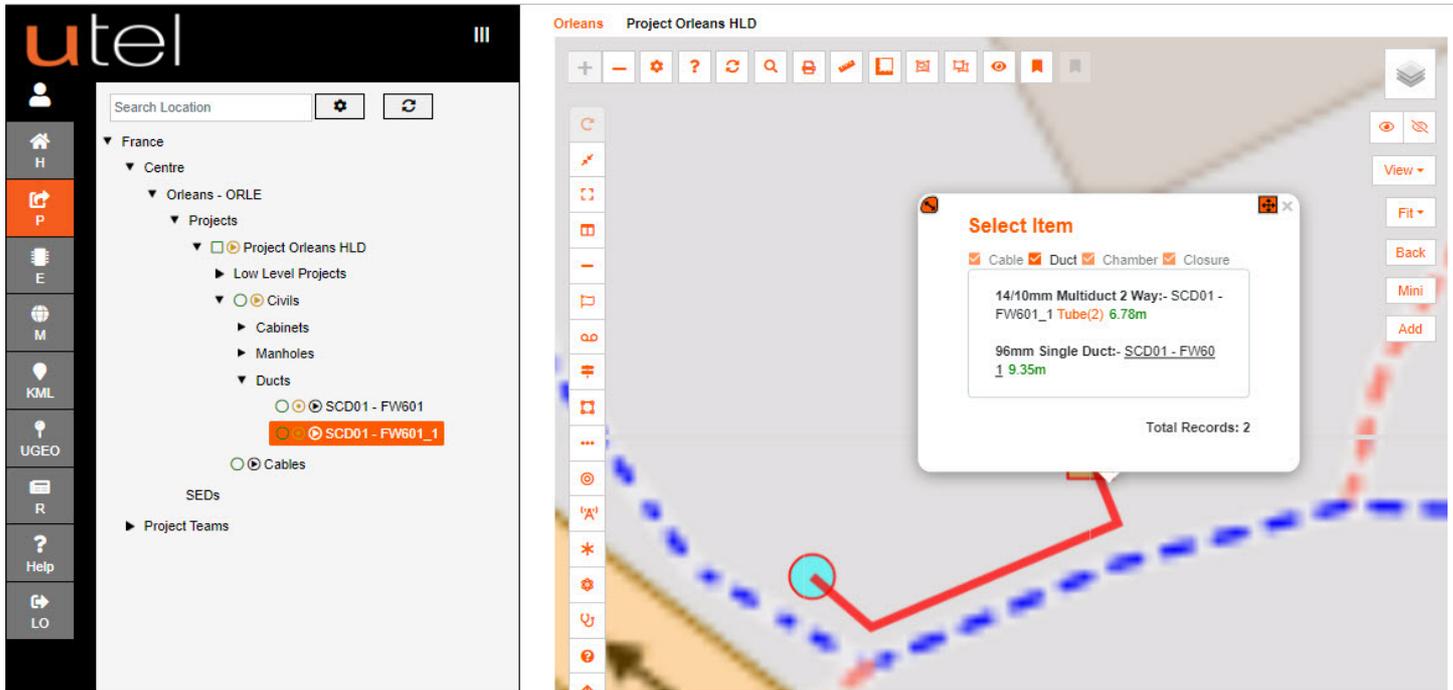
Hover over the **name** will give a few quick view details.



There is an option to create a Multiduct or Microduct within a Singleduct with the **Add Ducting** functionality. Scroll and select the desired inner duct to be added.



**Click** the duct path and both items will be displayed to be selected.



Cables can now be created to follow the duct path.  
 The Cables can be selected from the toolbar or from it's starting point 'Create Cable' button.

The functionality will be the same as ducting, except the user will get the opportunity to select which tube if within a Multiduct.

## 2.14.5 Creating Regions

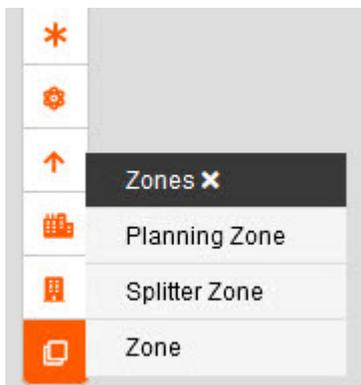
In Fastlight; Zones, DP Locations, Boundaries and Properties are regions.

Since Regions are an area rather than a specific point, you draw it with the Region Draw Type setting you chose.

Either 'Click Points' (by clicking the square icons around the edge of the required area) or 'Drag Rectangle'.

### 2.14.5.1 Creating Zones

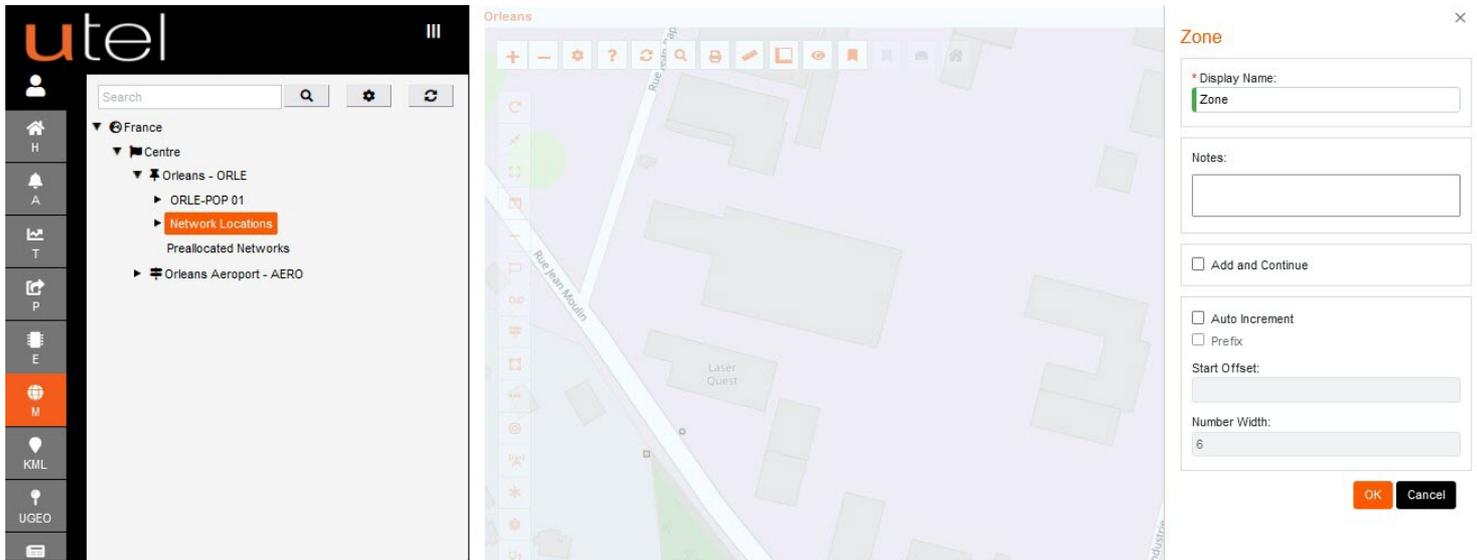
In the Tree, select the relevant POP-Location and then the *Network Locations* folder.  
 In the maps shortcut menu, select the **Zones** icon.



Select the Zone you wish to create (Planning Zone, Splitter Zone and Zone).

Zone is effectively an area to separate out the items within a POP location. All types of Network locations can be placed within this area, and they will fall under it's parent in the Tree.

A **sidebar** will appear on the right-hand side.



Input a display name for the Zone according to your *Naming Convention* and any relevant Notes you wish to add.

There is an option to 'Add and continue' and 'Auto Increment'.

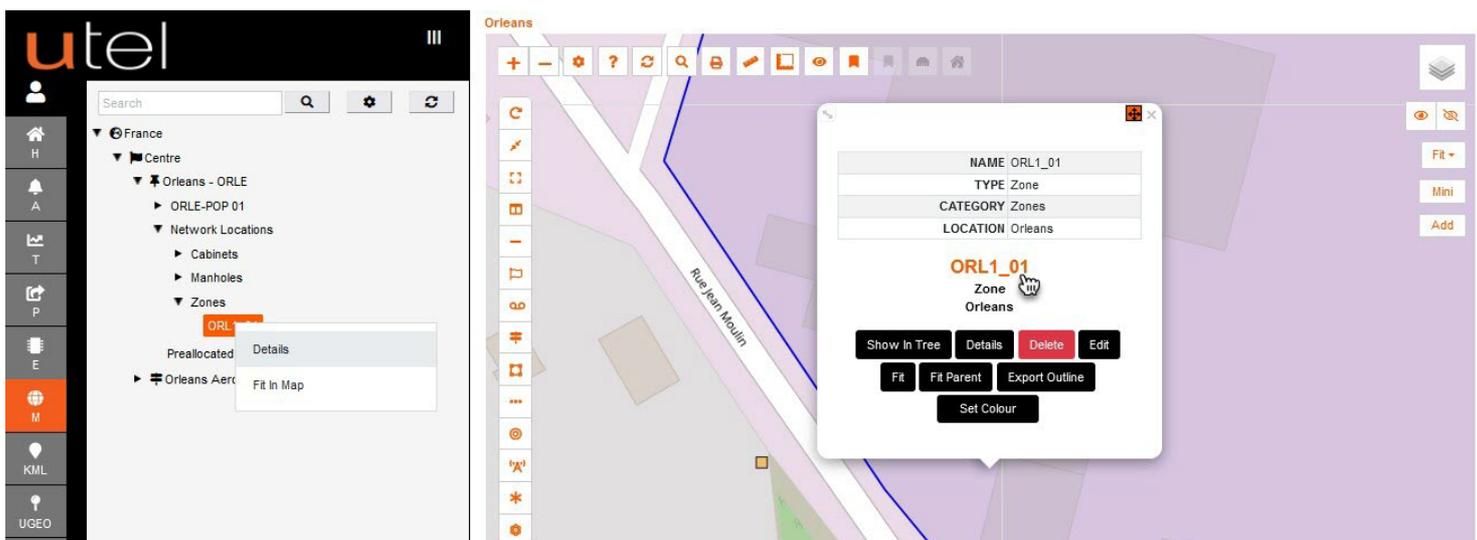
Clicking **OK** re-engages the map screen with a white box marker. Place the region and Complete.

The Zone name will now appear in the **Tree**, right click and you will get options for easy navigation to **Details**.

Another way to Zone **Details** is to click the icon on the map.

This will display the Zone name, along with the options to **Details**, **Delete**, **Edit**, **Fit** and **Set Colour**.

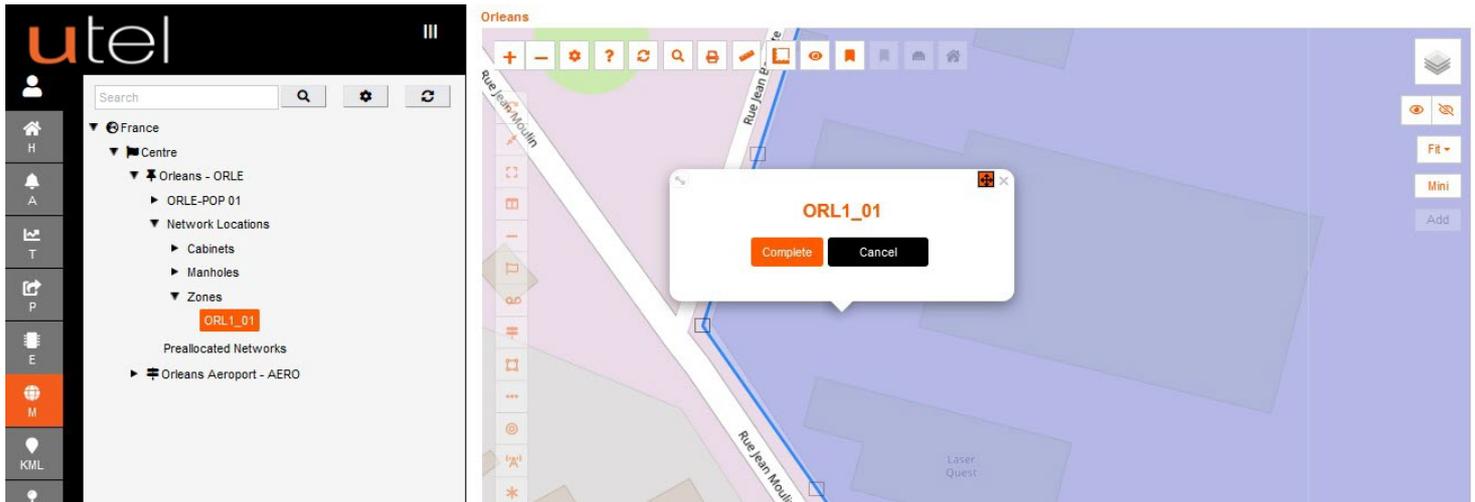
Please note that if an items are placed in this area - the delete will not be available.



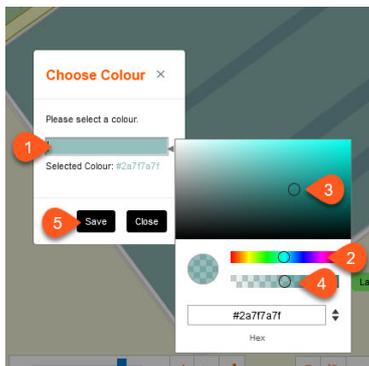
On the Zone **Details** form you can rename the Zone at anytime.

On the Zone **Edit**; move the boundary outline until the desired edit.

Ensure you click the **Complete** button to save the Edit change.

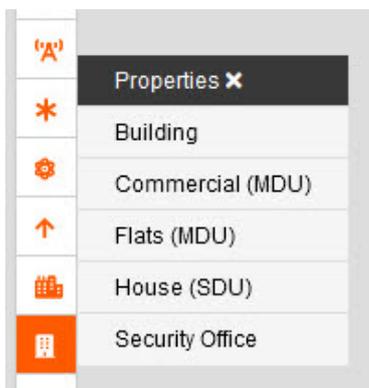


On the Zone **Set Colour**; select the desired colour and shade. You can also type in the name of the colour you need.



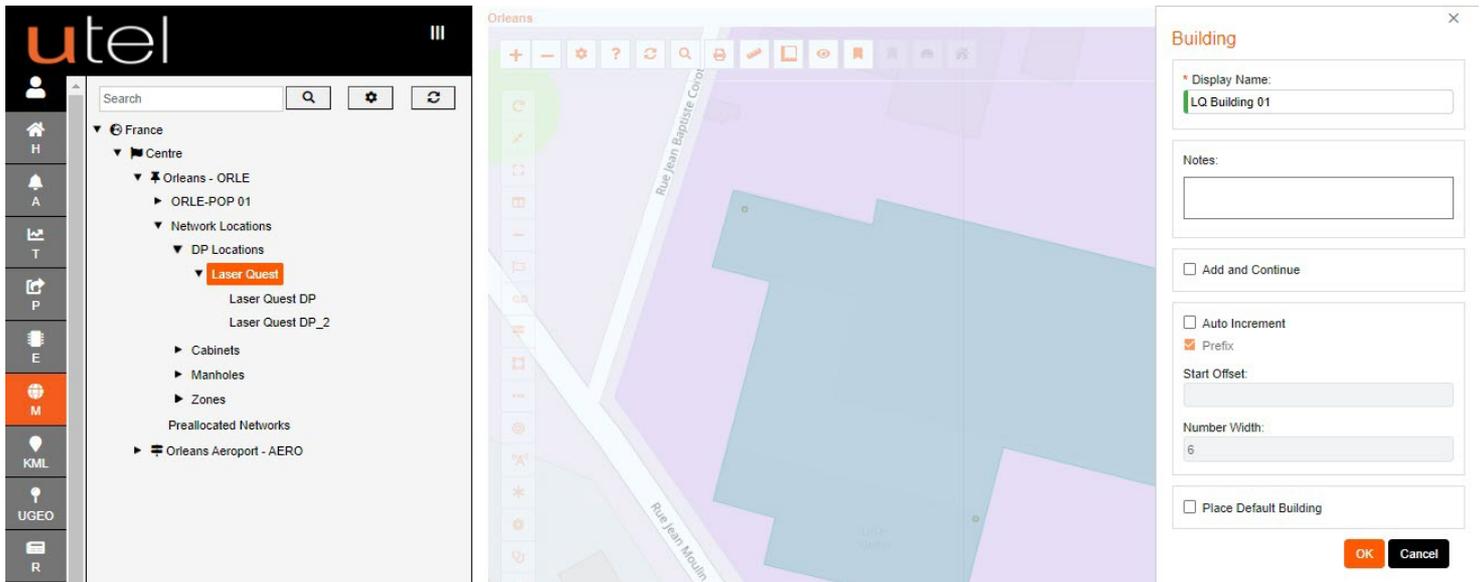
### 2.14.5.2 Creating Default Building

In the Tree, select the relevant POP-Location and then the *Network Locations* folder. In the maps shortcut menu, select the **Properties** icon.



Select the type of Property you wish to create.

A **sidebar** will appear on the right-hand side.



Input a display name for the Building according to your *naming convention* and any relevant Notes you wish to add.

There is an option to 'Add and continue' and 'Auto Increment'.

*An option is available to automatically add a default building to save time.*

*An NT, ONT, Microwave and Boundary Box can be placed within this area, and it will fall under it's parent in the Tree.*

*This will be explained in depth in the next section.*

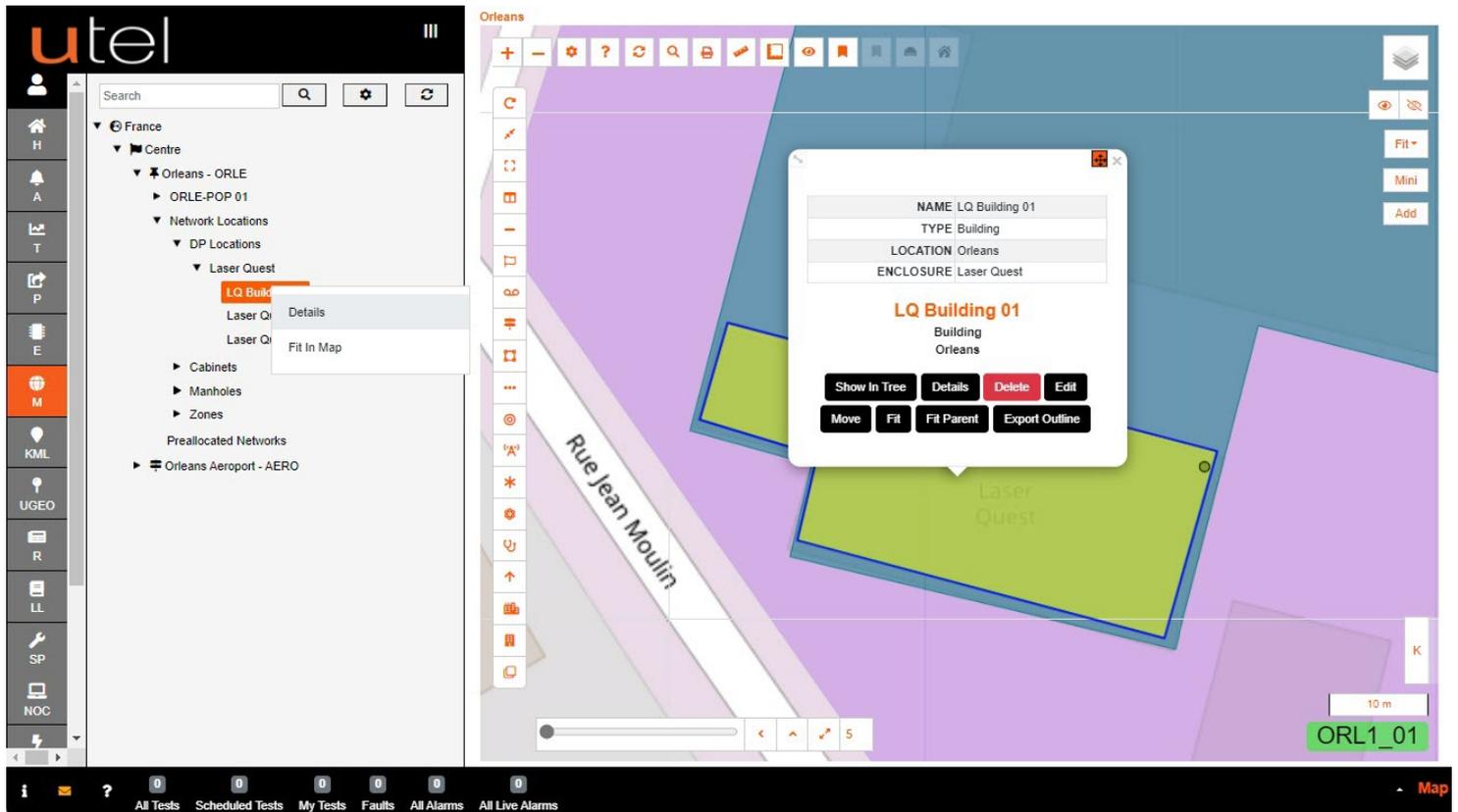
Clicking **OK** re-engages the map screen with a white box marker. Place the region and Complete.

The Building name will now appear in the **Tree**, right click and you will get options for easy navigation to **Details**.

Another way to Building **Details** is to click the icon on the map.

This will display the Building name, along with the options to **Details, Delete, Edit, Move** and **Fit**.

Please note that if an items are placed in this area - the delete will not be available.



The options to create a **Default Building** are:

Place Default Building

Place NT  Place Microwave

SC-UPC NT

Cable to NT  Cable to ONT

Drop Cable 1 (1tx1f)

Select Cable Sheath:  
red

Select Default Closure Type:  
4 way Closure

Select Default Duct Type:  
Duct 2 way 8/5mm

Place ONT

1 Port Generic ONT

NT to ONT Patch Type:  
SC-APC to SC-APC Patch

Place Default Building

Place NT  Place Microwave

SC-UPC NT

Cable to NT  Cable to ONT

Drop Cable 1 (1tx1f)

Select Cable Sheath:  
red

Select Default Closure Type:  
4 way Closure

Select Default Duct Type:  
Duct 2 way 8/5mm

Place ONT

1 Port Generic ONT

NT to ONT Patch Type:  
SC-APC to SC-APC Patch

Place Default Building

Place NT  Place Microwave

SC-UPC NT

Cable to NT  Cable to ONT

Drop Cable 1 (1tx1f)

Select Cable Sheath:  
red

Select Default Closure Type:  
4 way Closure

Select Default Duct Type:  
Duct 2 way 8/5mm

Place ONT

1 Port Generic ONT

NT to ONT Patch Type:  
SC-APC to SC-APC Patch

Place Default Building

Place NT  Place Microwave

SC-UPC NT

Cable to NT  Cable to ONT

Drop Cable 1 (1tx1f)

Select Cable Sheath:  
red

Select Default Closure Type:  
4 way Closure

Select Default Duct Type:  
Duct 2 way 8/5mm

Place ONT

1 Port Generic ONT

NT to ONT Patch Type:  
SC-APC to SC-APC Patch

Place Default Building

Place NT  Place Microwave

SC-UPC NT

Cable to NT  Cable to ONT

Drop Cable 1 (1tx1f)

Select Cable Sheath:  
red

Select Default Closure Type:  
4 way Closure

Select Default Duct Type:  
Duct 2 way 8/5mm

Place ONT

1 Port Generic ONT

NT to ONT Patch Type:  
SC-APC to SC-APC Patch

Place Default Building

Place NT  Place Microwave

Aerial NT

Cable to Microwave

Microwave Cable Fiber 2 (1tx2f)

Ok Cancel

Place Default Building

Place NT  Place Microwave

Aerial NT

Cable to Microwave

Microwave Cable Fiber 2 (1tx2f)

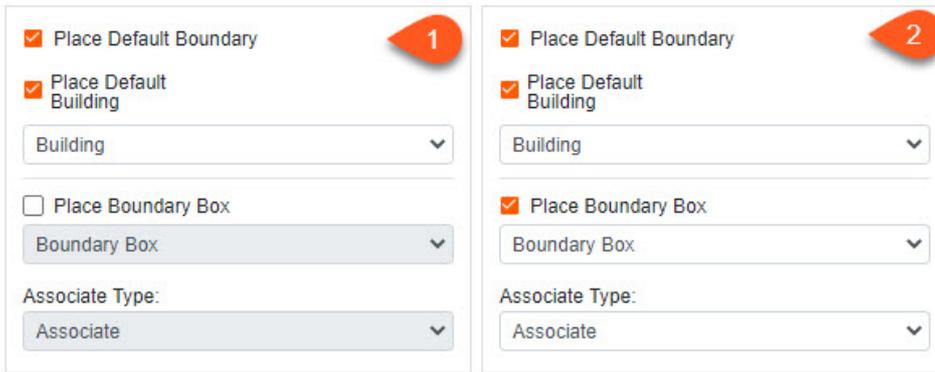
Please Select equipment type

Microwave Cable Fiber 2 (1tx2f)

Microwave Cable Fiber 4 (1tx4f)

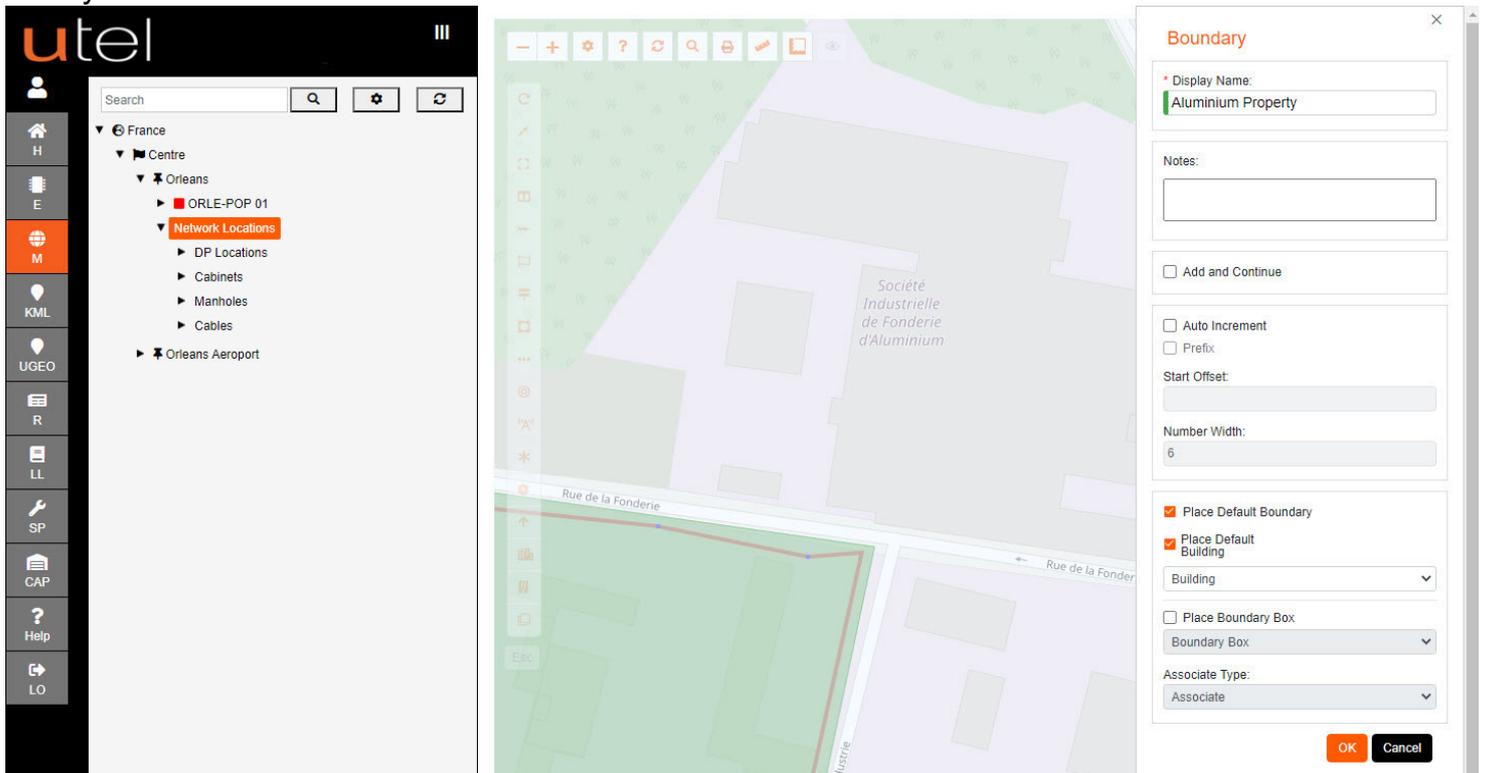
## 2.14.5.3 Creating Default Boundary

The options to create a **Default Boundary** are:

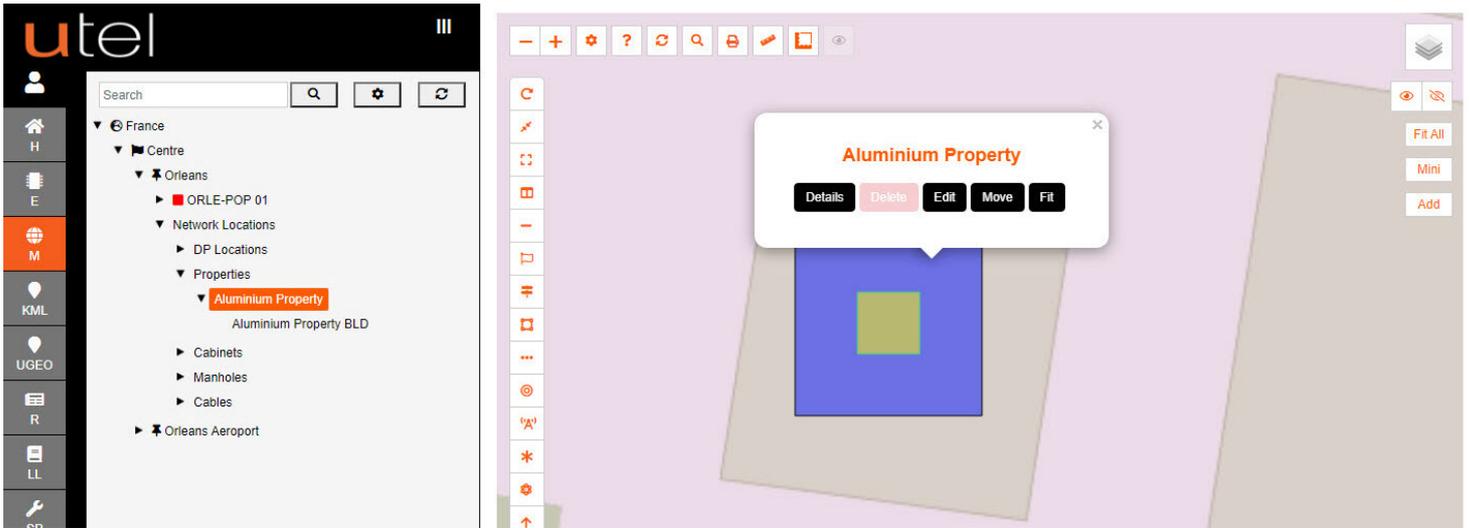


1. Place just a Building within the Property
2. Place a Boundary Box within the Property and Associate it with the Building

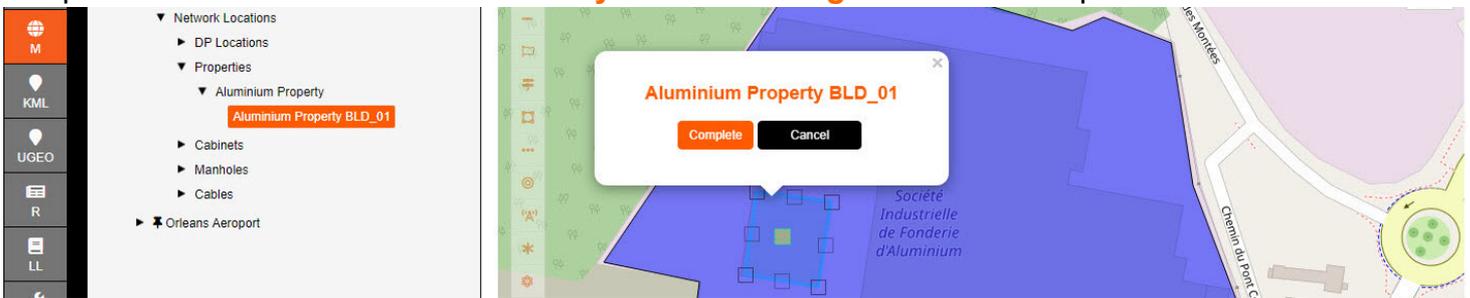
When placing a **Default Boundary** you don't get the option to place the outline, just a point that you can modify if needed.



A **Default Building** within a **Default Boundary** will also display as a box in a box.



If required - edit the outline of the **Boundary** and/or **Building** and select 'Complete'



If required - create more **Buildings** within the **Boundary**

There is functionality to associate a **Boundary Box** to a Building.

Select a **Boundary Box** on the map

Select '**Create Associate**' button, and then select the building it should be associated to.

An **Associate** is created and viewed on the map as a solid line to the center of the building.

The **Boundary Box** will also now be displayed under the associated building in the tree

This **Associate** can be deleted at anytime.

All associations can be turned off on the layer control if desired, similar to the other elements.



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