Chapter 13

INTRODUCTION

CableMAP is designed to fully automate Cable Activity Logs and help with the tracking of all cable activities including construction, repair and maintenance. Keeping a complete log of current cable activities and recent closures, CableMAP is able to produce reports that list cable splicing activity, flag maintenance dispatches which may be caused by the cable activities, track the time spent on each job and track the activity of cable technicians. In compliance with FCC requirements for Telephone Operating Companies, these reports provide an audit trail of work activity for Trouble Dispatching.

CableMAP is a software program that is used in conjunction with PressureMAP and AlarmMAP. While the user interface portion of CableMAP consists of a data entry editor and a report generator, a major feature of CableMAP is its ability to flag the dispatch reports produced by PressureMAP and AlarmMAP. These reports, when modified by CableMAP, help pressure crews determine which dispatches may be caused by cable splicing activity.

Getting Started

To bring CableMAP up to speed with PressureMAP and AlarmMAP, all cable activity must be logged into CableMAP's database. Once the CableMAP database is current and complete, cable activity reports can be generated through the CableMAP Report Generator, and dispatch reports produced by PressureMAP and AlarmMAP will be able to flag dispatches which are caused by cable activity.

To begin logging cable activity, the PressureMAP family of programs must be properly installed on your computer system. If you have trouble setting up the computer system or installing the MAP Programs, please call the Technical Support Department at System Studies. Once these programs are installed you have the option of using either of two methods to access CableMAP.

The quickest and most direct method to get into the CableMAP program is to use the QuickLogin for CableMAP Data Entry. To do this, simply enter the CableMAP Data Entry QuickLogin and password when logging onto the system. Using the QuickLogin, the first menu that you will see is the CableMAP Data Entry Screen (SCREEN 13-3). If you are using the QuickLogin, skip ahead to the section entitled "CableMAP Data Entry" and follow those instructions. If you are not using a QuickLogin, proceed according to the following paragraphs.

Once the system is booted up and the MAP System has been started, the System Options Menu will be presented (SCREEN 13-1). The System Options Menu consists of a heading, a list of system options, and the program `Choice?` prompt.

```
System Options                                   MAP Series  XX.XX.XX
06/12/2010  09:02                          System Studies Incorporated
-----------------------------------------------------------------------

 System Options
 --------------
   1. Select MAP Program
   2. Select MAP Data Entry
   3. System Administration
   4. Language Selection
   Q. Quit

 Choice?
```

SCREEN 13-1: SYSTEM OPTIONS MENU

The System Options Menu offers several program functions. The first option on the menu is Select MAP Program. If you select this menu item, you will be brought to the MAP Programs Menu, where you can run one of System Studies' Management Analysis Programs. When you wish to generate a CableMAP report, this menu item must be accessed.

Item #2 on the System Options Menu is the Select MAP Data Entry option. All MAP databases, including the CableMAP database, are created and edited through this menu item.

Item #Q, Quit, will allow you to exit the MAP System.

Procedure:
1. From the System Options Menu **`Choice?`** prompt, select Item *2*, and press *<Return>*.

    After the data entry option has been selected, the screen will display the MAP Data Entry Menu, as shown in SCREEN 13-2.

```
MAP Data Entry                                   MAP Series  XX.XX.XX
06/12/2010  09:04                          System Studies Incorporated
-----------------------------------------------------------------------

 MAP Data Entry
 --------------
   1. PressureMAP Data Entry
   2. ReportMAP Data Entry
   3. CableMAP Data Entry
   4. AlarmMAP Data Entry
   5. DryerMAP Data Entry
   6. Special Data Entry
   Q. Quit

 Choice?
```

SCREEN 13-2: MAP DATA ENTRY SCREEN

2. From the MAP Data Entry Menu Choice? prompt, select item *3*, CableMAP Data Entry, and press *<Return>.*

If you do not wish to create or edit a CableMAP database (also called the Cable Activity Log), then you may return to the System Options Menu from the MAP Data Entry Menu by selecting **Q**.

CABLEMAP DATA ENTRY

When you select CableMAP Data Entry, the CableMAP Data Entry Menu will be presented. This menu, as shown in Screen 13-3, is the gateway into the CableMAP Data Entry Editor. The CableMAP Data Entry Menu displays three options: Activity Log, Configuration Info, and Quit.

```
CableMAP Data Entry                                      CableMAP XX.XX.XX
04/21/2010  12:51                              System Studies Incorporated
--------------------------------------------------------------------------

CableMAP Data Entry
-------------------
  1. Activity Log
  2. Configuration Info
  Q. Quit

Choice?
```

SCREEN 13-3: CABLEMAP DATA ENTRY MENU

Activity Log

By accessing Option 1 on the CableMAP Data Entry Menu, you may log (open) construction, maintenance, repair, or miscellaneous activity; and close, view, edit, or remove previously created cable activities from the Cable Activity Log.

Procedure:

1. To access the CableMAP database, select 1, Activity Log, from the CableMAP Data Entry Menu.

   When Activity Log is selected from the CableMAP Data Entry Menu, the program responds with:

   ```
   Activity Log: L[og Activity], C[lose Activity], V[iew Activity],
   E[dit Activity], R[emove Activity], Q[uit]

   Choose an option:
   ```

   A "Selection Assistance" feature is available for choosing activity numbers to close, edit, view, or remove by entering a question mark (**?**) after the activity is selected.

```
Log Activity: <Ctrl Z> help, <Return> next field, <Esc> finish screen

Log what Activity? (MNT, CON, RPR, MSC)
--------------------------------------------------------------------------

Opening #:              Opening Date:            Opening Time:
Closing #:              Closing Date:            Closing Time:

Office name:                   Job/Task #:       Time on Job:  00:00
Technician:                                      Travel Time:  00:00
Address:                                         Fld Rpt Code:
Phone:                                           Dsp/Cause:
Location(s):                   Pipe(s):

Task #  Device #  Condition                                       Level
------  --------  ---------------------------------------------  -----

Trouble Rpt/Test:
Remark/Work Done:
Trouble Site:

--------------------------------------------------------------------------
                                                    CableMAP XX.XX.XX
```

SCREEN 13-4: CABLE ACTIVITIES SCREEN

2. Enter the first letter of the Activity Log action you wish to access, followed by **<Return>.**

    After selecting an Activity Log action, you will be presented with the Cable Activities Screen. The screen for logging an activity is shown in SCREEN 13-4. All activity log screens contain three sections. The first row of the screen lists the editor keys and their functions. Below the Editor Function Keys is a status line which displays program prompts and messages. When this screen is first accessed, the status line will display a prompt similar to the one below:

    ```
    Log what Activity? (MNT, CON, RPR, MSC)
    ```

    The four abbreviations represent the types of cable activity you can log. MNT is used for maintenance, CON for construction, RPR for repair activity and MSC is used for any cable activity that doesn't fit into the other three categories.

    The third part of the Cable Activities screen contains the cable activity data fields. These fields, when filled out, will complete a Cable Activity Record in the Cable Activity Log.

SELECTION ASSISTANCE FUNCTION KEYS
A feature called Selection Assistance is provided in the CableMAP Data Entry functions for closing, editing, viewing and removing cable activities. Selection Assistance is also provided to help select a maintenance activity task number or location code. When Selection Assistance is invoked, cable openings for all the offices are displayed. Knowing how to properly use the Selection Assistance Function Keys will save time when you wish to quickly select a cable activity to close, edit, view or remove. Located on the top two lines of each Selection Assistance screen is a listing of the usable Editor Function Keys. For clarification, the Preface section of this manual offers a detailed definition for each of the Selection Assistance Function Keys.

EDITOR FUNCTION KEYS

In each data entry screen described in this document, a special set of Editor Function Keys may be used to move the cursor from one data field to the next, or back one field, or back through the data you have just entered.

Knowing how to properly use the Editor Function Keys will save time when you wish to quickly move through a data entry screen. Located on the first line of each data entry screen is a listing of the usable Editor Function Keys. For clarification, the Preface section of this manual offers a detailed definition for each of these keys.

If you selecting the incorrect option from a menu, you may correct it before *<Return>* is pressed. Use the *<Backspace>* key on the top row of the keyboard to erase an error, and then re-type the menu selection.

Lastly, in all PressureMAP keyboard entries, it does not matter whether entries are made in upper or lowercase. All entries will be converted to uppercase lettering before the input is processed.

CABLE ACTIVITY DATA FIELDS

The fields which make up a log entry in the CableMAP cable activity database are defined below. A special field editor feature can be used when entering or editing information in these field by invoking the Edit Mode Key. This feature is described in detail in the Preface section of this manual.

Opening

The Opening (or Activity) Number can be a maximum of fourteen characters in length. This number always has CON, MNT, RPR, or MSC for the first three characters. It can be automatically assigned by CableMAP, or the last eleven characters can be changed to conform to an individual numbering method. CableMAP will not generate a Closing Number until the Closing Time has passed.

Numbers automatically assigned by CableMAP are three characters and eleven digits in length. The first three characters in a Cable Opening Number represent construction or maintenance activity. The next three digits represent the current day, displayed as a Julian date. The last eight digits are random, as chosen by the program.

Closing

The Closing Number is similar to the Opening Number in that both are a maximum of fourteen characters in length, and both can be customized or automatically chosen by CableMAP. System-generated Closing Numbers conform to the same numbering method as the automatic Opening Numbers. However, if an advance closing time has been entered for an activity, the system will automatically close the activity after that time has passed and issue a Closing Number with AUT for its first three characters.

Opening Date

The `Opening Date` data field displays both a MM/DD/YYYY format and a Julian date format.

Closing Date

Like the Opening Date, the Closing Date is expressed in two formats: the MM/DD/YYYY format and the Julian date format. If a Standard Closing Time has been set in CableMAP Configuration,

CableMAP will assign a real date value, according to how the activity's Opening Time relates to the Standard Closing Time.

Opening Time

All times in CableMAP are written in a 24-hour clock format, with 13:00 representing 1:00 p.m. Times are written to the nearest minute.

Closing Time

Like the Opening Time, the Closing Time is written in a 24-hour clock format. If a Standard Closing Time has been set in CableMAP Configuration, that default time value will be displayed.

Office Name

This data field is used to track the office where the activity is logged. It can contain the name of an office for office-related activities, SYSTEM to indicate system related activities, or OTHER to indicate other unrelated cable activities. This field holds a maximum of 20 alphanumeric characters.

Technician

This data field contains the name (or number) of the technician who is in charge of the cable splicing activity. This field holds a maximum of 20 alphanumeric characters.

Job/Task #

The Job Number is a code number assigned to the cable splicing job. This number can be made up of any ten alphanumeric characters and should conform to a customized numbering sequence. The Task Number for maintenance activity is usually the actual Task Dispatch Number that the maintenance technician is troubleshooting. When this number is input, CableMAP will print the Task Dispatch Summary at the bottom of the Cable Activity Screen. A "Selection Assistance" feature is available for choosing a task number by entering a question mark (?) in the Job/Task # field.

Maintenance Activities can also have NONE as a task number or a user created number from 400000 up to 999999. This alternate numbering assignment allows a Maintenance Activity that is not associated with a task (NONE) or associated with a user defined task to be created.

Time on Job

The `Time on Job` data field contains the hours and minutes spent working on the particular activity. This field is calculated by CableMAP from the opening and closing times and cannot be modified. The time clock will stop when the activity is temporarily closed and restart when the activity is reopened.

Travel Time

This field is used to track the amount of time the technician spends traveling to and from the work site. The time is entered when closing the activity and can be modified in using the "Edit" mode.

Address

The `Address` data field is the physical address location where the splicing activity occurs. Usually, the address of a location consists of a manhole number and/or a street address. A "Selection Assistance" feature is available for choosing the correct address by entering a

question mark (?) in the **Address** field. When the address is selected from the assistance screen, the selected address is copied into the activity address, and CableMAP will automatically enter the associated location and pipe information from the office database.

Phone #

The **Phone Number** data field is the technician's contact phone number. This field is 20 characters long, and can contain an area code, extension or pager number.

Fld Rpt Code

The **Field Report Code** is a five-character alphanumeric field that corresponds to the code entered on a technician's time report, creating a audit link from the activity to the reported time. This code is usually entered when closing an activity and can be modified using the "Edit" mode.

Dsp/Cause

This eight-character field corresponds to the "Status/Disposition/Cause Code" used by many Telco forms. The entry in this field is usually a four digit number and a three digit number, separated by a dash, and is usually edited when closing an activity. This field may also be modified when in the "Edit" mode.

Location(s)

The **Location(s)** field should contain the PressureMAP Location Codes from all the locations surrounding the address of the splicing activity. For a complete list of PressureMAP Location Codes, refer to the Location Code Map for the area being worked on, or enter a question mark for "Selection Assistance." When a Maintenance Task Number is selected, CableMAP will automatically enter the location(s) from PressureMAP Data Records.

Pipe(s)

This field contains the pipe designations of all pipes associated with the cable activity. Determined from the PressureMAP Location Codes that are entered in the Locations(s) field, the pipe associations are automatically entered into the data record by CableMAP.

Pipe(s)

This field contains the pipe designations of all pipes associated with the cable activity. Determined from the PressureMAP Location Codes that are entered in the Locations(s) field, the pipe associations are automatically entered into the data record by CableMAP.

Cable/Counts(s)

This data field is used when Construction, Repair or Miscellaneous Activity is selected. There are nine **Cable/Count** data fields. These fields list the nine most prominent cables associated with the cable splice and their wire counts. The format for entering a Cable/Count entry is as follows:

```
XXXXXXX:CCCCC-CCCCC
```

In the example above, the Xs represent the cable designation and the Cs represent the range of the cable wire counts. The example above also represents the maximum number of characters for a cable and count. You can enter less.

Trouble Rpt/Test

> This 60-character field contains the reported condition or test that justifies the logging of a new activity and can only be entered or edited when the activity is first logged. Once the logged entry is entered into the CableMAP database, this field cannot be changed using either the "Edit" or "Close" data entry options.

Remarks/Work Done

> The **Remarks/Work Done** data field allows special remarks of up to 60 alphanumeric characters to be noted with a specific cable activity.

Trouble Site

> This field describes the actual work site/location and corresponds to the "Trouble Location" field used by auditors for quality inspections of completed work. The data in this 60 character field is usually entered when closing an activity and may be changed using the "Edit" mode.

Dispatch Condition

> This data field is the actual dispatch of the Task Number selected for the Maintenance Activity and cannot be edited.

Automatic Closings for Cable Activities

Effective with Version 20.01, CableMAP was redesigned to allow for "advance closings" of cable activities to streamline the database maintenance process. A Standard Closing Time option has been added to the CableMAP Configuration Information screen. (CableMAP Configuration is explained in more detail later in this section.) The null (blank) default value for this setting may be changed to enable CableMAP to automatically fill in the Closing Date and Closing Time fields whenever a new activity is opened. If the Opening Time is earlier than the Standard Closing Time, the automatic Closing Date will be the same as the Opening Date. If the Opening Time is later than the Standard Closing Time, the Closing Date will default to the following day. You may accept or change these default values, or enter a blank closing time and date to prevent automatic closing.

After the advance closing date and time have passed, the system will automatically close the activity, log the closing date and time, and issue a Closing Number with the identifying prefix AUT. This daily function is coordinated with the MAP System's schedule to ensure that open activities are automatically closed in a timely manner and do not interfere with detection and delivery of alarms. During the two business days (Monday through Friday) following the activity closing, you can modify various data fields or even re-open an automatically-closed activity. After the two days have expired, the activity is permanently closed.

Create a Log Activity

Before CableMAP can produce reports (or modify the reports produced by PressureMAP or Alarm-MAP), all the current cable activity must be logged into the Cable Activity Log. As well, once CableMAP is up and running, all new cable activities must be entered into the CableMAP database as they are created.

Procedure:

1. To enter a new cable activity into the CableMAP database, select L (Log Activity) at the Cable Activities Prompt, shown on page 3.

When you choose to create (log) a new cable activity, the Log Activities Screen will be presented. Below the Editor Function Keys display on the Log Cable Activities Screen is the program status line. When the Log Activity Screen is first accessed, the status line will read:

```
Log what Activity? (MNT, CON, RPR, MSC)
```

2. Enter **MNT** (for maintenance activity), **CON** (for construction work), **RPR** (for repair work) or **MSC** (for any other cable activity) followed by **<Return>** to select an activity type. The full three-letter type designation may be abbreviated with one or two letters. An abbreviation selects the first matching type in the list. Thus, **M** selects **MNT**, not **MSC**. A minimum of **MS** must be entered to select **MSC**.

When creating a new cable activity in the CableMAP database, you must first create the number for the new activity. Cable activity numbers must start with either MNT, CON, RPR or MSC and may have eleven additional characters. The numbers may be assigned by the data entry personnel or they may be automatically generated by CableMAP.

If you wish, CableMAP will automatically generate all Cable Opening Numbers and Cable Closing Numbers. The Opening/Closing Numbers automatically generated by CableMAP will be the full three characters and eleven digits in length. The first three digits represent the current day of the year, expressed as a Julian date. Following the date representation, four user-defined/program-defined numbers complete the Cable Activity/Closing Number. If an advance Closing Time/Date is set, CableMAP will not generate a Closing Number until that time has passed.

```
 Log Activity: <Ctrl Z> help, <Return> next field, <Esc> finish screen

 Enter Maintenance Activity Data
 ----------------------------------------------------------------------------
 Opening #: MNT01116063467 Opening Date: 01/12/2010 (163)Opening Time: 13:36
 Closing #:                Closing Date:                 Closing Time:

 Office name: SIMMSBY            Job/Task #: 163033    Time on Job:  00:00
 Technician: DALE CARTER                               Travel Time:  00:00
 Address:    MH 112, 2-1340 E CLIFF DR                 Fld Rpt Code:
 Phone:      555 2323  4578                             Dsp/Cause:
 Loc(s):     11  12              Pipe(s): A B

 Task #  Device #   Condition                                        Level
 ------  --------   -----------------------------------------------  -----
 163033  ST-0002    Reading problem(SHRT)with underground cable PSI TD    *

 Trouble Rpt/Test:  TROUBLE ON PAIR, POSSIBLE SHORT
 Remark/Work Done:
 Trouble Site:


 ------------------------------------------------------------------------
                                                    CableMAP  XX.XX.XX
```

SCREEN 13-5: MAINTENANCE ACTIVITY DATA SCREEN

Once a cable activity type has been selected, CableMAP will place the cursor at the beginning of the **Opening #** data field of the data record, where the Cable Activity Record can be completed.

3. Complete the data record for the new cable activity. Although the first three data fields of the Cable Activity Record will be automatically filled in by CableMAP when you first enter the data record (see SCREEN 13-5), these fields may be changed if the information is incorrect. The `Opening #` data field will contain either the number you have entered or the number automatically generated by CableMAP. The `Opening Date` field will contain the current date, displayed in both the MM/DD/YYYY and Julian date formats, and the `Opening Time` data field will contain the current time, as held by the internal computer clock.

    You may enter the `Closing Date` and `Closing Time` in advance at the time the activity is opened. If a Standard Closing Time has been set in CableMAP Configuration, that time will be displayed and CableMAP will convert the Closing Date to a real date value, according to how the activity's Opening Time relates to the Standard Closing Time. The Closing Date and Time must be later than the Opening Date/Time or blank. Blanking out either the `Closing Date` or `Closing Time` field will blank out both fields.

    You can enter either the office name or number at the `Office Name` data field. The key word SYSTEM, or the number 0, can also be entered to indicate system related activity, and the word OTHER, or the addition of the number 1 to the last office number, to indicate other unrelated cable activities. To view the office list, enter *?*. You can then move through the selection spreadsheet (described in the Preface of this manual), and select the desired office by pressing *<Return>*.

    If any of the information contained in the first three data fields is inconsistent with the actual cable activity date, then these entries should be corrected by using the Editor Function Keys.

    The Task Number for maintenance activity is usually the actual Task Dispatch Number that the maintenance technician is troubleshooting. When this number is input, CableMAP will print the Task Dispatch Summary at the bottom of the Cable Activity Screen. A "Selection Assistance" feature is available for choosing a task number by entering a question mark (*?*) in the `Job/Task #` field to see a list of all Task Dispatches for the office. This list includes the "High Five" plus all other dispatches issued a Task Dispatch Number. Maintenance Activities can also have NONE as a task number or a user created number from 4000000 up to 9999999. This alternate numbering assignment allows a Maintenance Activity that is not associated with a task (NONE), or associated with a user defined task, to be created.

    When entering Location Codes, input the ones around the activity. The Location Codes will cause the pipe names to be filled in. If you are unsure of the correct code, "Selection Assistance" is available by entering a question mark (*?*) in the **Loc(s)** data field.

    When creating a new Cable Activity Record, all data fields except the `Closing #`, `Closing Date`, `Closing Time`, `Time on Job`, `Travel Time`, `Fld Rpt Code`, `Dsp/Cause` and `Trouble Site` must be completed. The `Remark/Work Done` data field is an optional comment field, used to note any problems or special conditions that may exist with the cable activity. (For a detailed explanation of all the data fields associated with a cable activity record, please refer to the field definitions in the "Cable Activity Data Fields" segment listed earlier in this chapter.)

Once you have completed the data record, press **<Esc>** to return to the status line (or press **<Return>** from the last data field on the data entry screen). At this point, the status line will display the following prompt:

```
Correct? (Y[es], N[o], T[hrow away])
```

Before answering the `Correct?` prompt, take the time to double-check the cable activity record. If the information is complete and correct, then answer *Y* to the prompt to save the new activity. The cursor will then return to the `Log what Activity?` prompt displayed at the Cable Activities Menu. At this point, you may press **<Return>** to access the `Choose an Option:` message displayed at the Cable Activities Menu, or you may follow the procedures to enter a new cable activity.

4. Return to the status line, and press *Y* to save the new cable activity to the cable log database. Follow your selection with **<Return>**.

    If, after reviewing the cable activity record, you are not satisfied with the data entered, answer the `Correct?` prompt with *N* and press **<Return>**. This response will return the cursor to the data entry record, where you may edit the fields using the Editor Function Keys. Again, when you are finished with the cable activity record, exit to the status line, where the `Correct?` prompt will be re-issued.

    If the majority of the information in the cable activity record is incorrect, then it may be best to abandon the record altogether and start over. If this is the case, answer the `Correct?` prompt with a *T* and **<Return>**. With this response, the Cable Activity Record will be discarded, and you will be returned to `Log what Activity?` prompt where you may attempt to re-enter the original cable activity record.

Close a Cable Activity

Once CableMAP is up and running and all cable activity has been recorded in the Cable Activity Log, the CableMAP database must be kept up-to-date by recording all cable closures. When a cable activity is closed, the CableMAP database must be updated to reflect the new situation in the field.

Procedure:

1. To close a cable activity, select C (Close Activity) at the Cable Activities Prompt. Follow your selection with **<Return>**.

    When you select "C" from the Cable Activities Screen, the Close Activity Screen will be displayed (see SCREEN 13-6), and the following prompt will appear on the status line:

    ```
    Close what Activity?
    ```

    From this prompt, you may enter the Activity Number of the record that you wish to close. If you do not know the Activity Number of the Cable Activity Record, then you may sequentially browse through the Cable Activity Log by entering a question mark (*?*) at the prompt. This feature allows you to browse records until the desired record is displayed before actually changing the record.

```
        Close Activity: <Ctrl Z> help, <Return> next field, <Esc> finish screen

        Close Which Activity?
        -----------------------------------------------------------------------
        Opening #:              Opening Date:               Opening Time:
        Closing #:              Closing Date:               Closing Time:

        Office name:                   Job/Task #:          Time on Job:  00:00
        Technician:                                         Travel Time:  00:00
        Address:                                            Fld Rpt Code:
        Phone:                                              Dsp/Cause:
        Location(s):                   Pipe(s):

        Task # Device # Condition                                         Level
        ------ -------- ------------------------------------------------- -----

        Trouble Rpt/Test:
        Remark/Work Done:
        Trouble Site:

        -----------------------------------------------------------------------
                                                            CableMAP XX.XX.XX
```

SCREEN 13-6: CLOSE CONSTRUCTION ACTIVITY SCREEN

2. Select the cable activity that you wish to close by entering its Cable Activity Number or by using the special editor keys in the Selection Assistance Menu. Follow your entry with *<Return>.* If you are browsing through the cable activity list and do not wish to select an activity, enter *<Esc>* to quit the screen and return to the Close Activity Screen.

   When you enter a valid Activity Number, the cursor will be placed on the `Closing #` data field, and CableMAP will automatically assign a Closing Number to the Cable Activity Record. As well, the `Closing Date` and the `Closing Time` data fields will be automatically completed by CableMAP, using the current date and time from the internal computer clock.

3. If the closing data is different than what CableMAP automatically enters into the Cable Activity Record, then enter the correct `Closing #, Closing Date`, and `Closing Time` using the Editor Function Keys.

   An important feature of CableMAP is its ability to temporarily close a cable activity. This feature comes into effect if a cable activity is closed for a limited period of time. For instance, if a technician has not yet completed a splicing job, but must close the activity until the next day, the cable activity must be temporarily closed. To indicate such a closure in CableMAP, begin the Closing Number with a *T*, indicating a temporary closure. In this way, CableMAP will allow you to re-open the cable closure without having to assign a new Activity Number. System-generated Closing Numbers can be converted to temporary closing numbers by entering the single character *T* in the closing number field. User-assigned temporary closing numbers are entered with the first three characters being **TMP**.

Note: A temporary closure is just that, *temporary*, and should not be used in place of permanently closing the cable activity. You should keep track of all cable activities using **TMP** closures, and permanently close each opening as the cable activity is finished.

In addition to the `Closing #, Closing Date, Closing Time, Travel Time, Fld Rpt Code, Dsp/Cause` and `Trouble Site` data fields, the `Remarks` data field may also be edited through the "Close Activity" option.

Once the closing data fields have been completed, press *<Return>* from the `Remarks` data field, or press *<Esc>* from any other field. At this point, the following prompt will be displayed:

```
Correct?  (Y[es], N[o], T[hrow away])
```

Before answering the `Correct?` prompt, take the time to double-check the Cable Activity Record. Once you have closed an Activity Record, no field may be edited except for the `Remarks` field. If any other data field is incorrect, it cannot be changed with the Edit option after the Activity Record is closed. If the closing information is correct, then answer *Y* and press *<Return>* to save the changes to the activity record. From here, the cursor will return to the `Close which Activity?` prompt displayed at the Cable Activities Menu. To return to the Choose an option message displayed at the Cable Activities Menu, press *<Return>*.

4. Return to the status line, and press *Y* to save the closing data to the CableMAP database. Follow your selection with *<Return>*.

   If you are not satisfied with the closing data entered, answer the `Correct?` prompt with *N* and *<Return>*. This response will return the cursor to the `Closing #` data field, where you may edit the closing data fields by using the Editor Function Keys. Again, when you are finished entering the closing information, exit to the status line, where the `Correct?` prompt will be re-issued.

   If you wish to abandon the changes that have been made to the Activity Record, answer the `Correct?` prompt with a *T* and *<Return>*. With this response, the closing data will be discarded and you will be returned to the `Close which Activity?` prompt. At this point, you may close the original Cable Activity Record.

View an Activity

The View Activity option is provided from the Cable Activities Menu so that you may easily inspect logged cable activity and recent closures. The length of time that closed activities are kept in the Cable Activities Log can be set with the "Configure Info" utility presented on the first CableMAP Data Entry screen. The default value is 60 days. After 60 days (or the length of time that you set), a closed Cable Activity Record is deleted from the CableMAP database.

The View an Activity option allows you to view all cable activity in the CableMAP database. However, you may not make changes to the cable activity records through this menu item. If you wish to edit the data that is contained in the Cable Activity Log, then you must choose "Edit Activity" from the Cable Activities Menu.

Procedure:
1. From the Cable Activities Menu, select V to view the cable activity data records, and press <Return>. The following prompt is issued when the "View" option is selected:

```
                    View what Activity?
```

2. From this prompt, you may enter the Activity Number of the record that you wish to view. If you do not know the Activity Number of the Cable Activity Record, then you may sequentially browse through the Cable Activity Log by entering a question mark (?) at the prompt. This feature allows you to browse records until the desired record is displayed before actually changing the record.

3. Select the cable activity that you wish to view by entering its Cable Activity Number or by using the special editor keys in the Selection Assistance Menu. Follow your entry with *<Return>*. If you are browsing through the cable activity list and do not wish to select an activity, enter *<Esc>* to quit the screen and return to the View Activity Screen.

   If, after inspecting the currently displayed record, you wish to view another log entry, enter either the desired Cable Activity Number or enter a question mark (*?*) at the prompt. If you attempt to browse past the first or last record in the CableMAP database, an error message will be displayed on the status line, indicating that you are at the limit of the Cable Activity Log.

4. When you are finished viewing cable activity records, press *<Return>* from the `View what Activity?` prompt and you will be returned to the Cable Activities Menu.

Edit Cable Activity Records

Unlike the "View Cable Activities" option described earlier, the Edit Activity option allows cable activity records to be changed. The Edit Activity option is also used to reopen temporary closures. Note that you may edit only the `Remarks` data field on Cable Activity Records that have been permanently closed. Automatic closures are treated as temporary closures (i.e., fields may be edited) during the two business days (Monday through Friday) following the activity closing. After the two days have expired, the activity is permanently closed.

Procedure:

1. From the Cable Activities Screen `Choose an option:` prompt, select *E* to edit a cable activity record. Follow your selection with *<Return>*.

   When the "Edit Activity" function is selected the following prompt will be issued on the status line:

   ```
                Edit which Activity?
   ```

   If you do not know the Activity Number of the Cable Activity Record, then you may sequentially browse through the Cable Activity Log by entering a question mark (*?*) at the prompt. This feature allows you to browse records until the desired record is displayed before actually changing the record.

2. Select the cable activity that you wish to edit by entering its Cable Activity Number or by using the special editor keys in the Selection Assistance Menu. Follow your entry with *<Return>*. If you are browsing through the cable activity list and do not wish to select an activity number, enter *<Esc>* to quit the screen and return to the Edit Activity Screen.

3. Use the Editor Function Keys to edit the cable activity record.

    Once the desired cable activity record has been chosen, the cursor will be placed in the `Opening #` data field, and you can edit the data record by using the Editor Function Keys. (Note that you may edit only the `Remarks` data field on permanently closed Cable Activity Records.)

    The Edit option is also used to reopen temporary closures. This is done by blanking out the *T* closing number with a single *<Space>* followed by a *<Return>*. Blanking the closing number also automatically clears the closing date and time and restarts the "Time on Job" clock.

4. Make the changes to the cable activity record and exit to the status line by pressing *<Esc>* (or press *<Return>* from the last data field on the screen).

    When you return to the status line, the following prompt will be issued:

    ```
    Correct?  (Y[es], N[o], T[hrow away])
    ```

    Review the changes you have made. If the data record is correct, then answer *Y* and press *<Return>* to the `Correct?` prompt. The edit changes which you have made will then be saved to the CableMAP database, and you will be returned to the `Edit which Activity?` prompt. From here, you may edit another Cable Activity Record or you may press *<Return>* to access the `Choose an Option:` prompt at the Cable Activities Menu.

    If the data record is still incorrect, respond to the `Correct?` prompt with *N* and *<Return>*, meaning that further editing needs to be done. From here, the cursor will again be placed in the `Opening #` data field and you can use the Editor Function Keys to continue to make edits.

    If the data record is not what you intended it to be, and you wish to abandon the changes you have made, then answer *T* and press *<Return>* to the program's **Correct?** prompt. Your changes will be discarded and the program will ask if you wish to edit another Cable Activity Record.

5. To save the edited data record, answer *Y* to the program prompt, followed by *<Return>*.

Remove a Cable Activity

Through the CableMAP Data Entry Editor, it is possible to delete a Cable Activity Record from the Cable Activity Log. By selecting "Remove Activity" from the Cable Activities Menu, incorrect cable activity may be removed from the CableMAP database.

Note that only open log entries may be removed from the Cable Activity Log. If a cable activity has been closed, it is assumed that the activity was correctly entered into the log.

Procedure:

1. From the CableMAP Activities Menu Choose an option: prompt, select *R* to remove a cable activity record. Follow your selection with *<Return>*.

    When the remove option has been selected, CableMAP will respond with the prompt:

```
Remove which Activity?
```

If you do not know the Activity Number of the record that you wish to remove, then you may browse through the Cable Activity Log by entering a question mark (*?*) at the prompt. This feature allows you to browse records until the desired record is displayed before actually changing the record.

2. Select the cable activity that you wish to remove by entering its Cable Activity Number or by using the special editor keys in the Selection Assistance Menu. Follow your entry with *<Return>*. If you are browsing through the cable activity list and do not wish to select an activity number, enter *<Esc>* to quit the screen and return to the Close Activity Screen. This allows you to browse records until the desired record is displayed before actually removing the record.

    At this point, CableMAP will display the Cable Activity Record and issue a precautionary prompt to make sure that the record shown is the one that you wish to delete:

```
Do you wish to remove this Activity #?  (Y[es], N[o])
```

3. If the record displayed is the Cable Activity Record that you wish to delete, then enter *Y* and press *<Return>*, to the `Do you wish to remove this Activity #?` prompt.

    If you answer yes, CableMAP will confirm that the Cable Activity Record has been removed from the log, and then it will re-issue the `Remove which Activity?` prompt. From here, you may return to the Cable Activities Screen by pressing *<Return>*, or you may choose to remove another data record from the Cable Activity Log.

Quit Cable Activities

When you have finished working with the options available in the Cable Activities Screen, the Quit menu item will enable you to exit to the CableMAP Data Entry Menu. From this menu, you can either choose Option 2, Configuration Info, or Q, Quit, to exit CableMAP Data Entry.

Procedure:

1. To exit the Cable Activities Screen, enter *Q*, followed by *<Return>*, from the `Choose an option:` prompt.

    When you exit the Cable Activity Screen, the CableMAP Data Entry Menu will be presented. From here, you may choose to log cable activity, change the configuration information, or you may quit the CableMAP Data Entry option altogether.

CABLEMAP CONFIGURATION INFORMATION

Accessing "Configuration Info," Option 2 of the CableMAP Data Entry Menu, allows you to view or modify the configuration information that controls how CableMAP handles activity closures. The CableMAP program automatically tracks closed cable activities, allowing the other MAP programs to associate closed activities with dispatches for a set period of time. You also can adjust the length of time that closed activities are kept in the cable Activities Log before being automatically deleted. (Please note that these records are completely separate from the five-week device readings history in PressureMAP.)

Effective with Version 20.01, the `Standard Closing Time` field was added to the CableMAP Configuration Information screen to facilitate "advance closings" of cable activities. The null (blank) default value for this setting may be changed to enable CableMAP to automatically fill in the `Closing Date` and `Closing Time` fields whenever a new activity is opened. If an activity's Opening Time is earlier than the Standard Closing Time, the automatic Closing Date will be the same as the Opening Date. If the Opening Time is later than the Standard Closing Time, the Closing Date will default to the following day. After the advance closing date and time have passed, the system will automatically close the activity, log the closing date and time, and issue a Closing Number with the identifying prefix AUT.

Procedure:

1. To access the CableMAP Configuration screen, select **2**, Configuration Info, from the CableMAP Data Entry Menu.

    When Configuration Info is selected from the CableMAP Data Entry Menu, the Configuration Info Screen is displayed. SCREEN 13-7 shows the default values for CableMAP configuration information.

```
Configuration Info: <Ctrl Z> help, <Return> next field, <Esc> finish screen

Change Configuration Information? (Y[es], N[o])
-------------------------------------------------------------------------
Period to Hold Closed Activities (in days):                      60
Period to Associate Closed Activities with Dispatches (in days): 60
Standard Closing Time:

-------------------------------------------------------------------------
                                               CableMAP  XX.XX.XX
```

SCREEN 13-7: CONFIGURATION INFORMATION SCREEN

2. The status line will display the following prompt:

    Change Configuration Information? (Y[es], N[o])

    Enter Y to change any of the current configuration settings. If you do not wish to make any changes, enter N, and the program will return to the CableMAP Data Entry Menu.

    If you entered **Y** the cursor will be placed on the **Hold Closed Activities** data field. Enter the new number, which represents number of days the closed activity will remain in the CableMAP database, and press the **<Return>** key to save your changes. If you do not wish to change the information in the first field, simply press the **<Return>** key and the cursor will move to the next field.

    You can change the length of time for the PressureMAP program to associate closed cable activities with dispatches in the same manner. Enter the new number and press the **<Return>** key. If you do not wish to change the information in this field, simply press the **<Return>** key and the cursor will move to the next field.

The default value for the `Standard Closing Time` field is null (blank). It can be set to any time of day, using the standard 24-hour clock format. This value will automatically initialize the closing time of all activity types (MNT, CON, RPR, MSC) for all offices in the system (including System and Other). If the value is blank, all opened activities will require manual closures or manually-entered advance closing times.

After changing the standard closing time, or if you press the *<Return>* key without making any changes, the Change Configuration Info prompt and the currently selected activity time periods will be displayed. To exit the menu enter N, no changes, and the program will return to the CableMAP Data Entry Menu.

QUIT CABLEMAP DATA ENTRY

When you have finished your work in CableMAP Data Entry, the Quit menu item will enable you to exit to the MAP Data Entry Menu.

Procedure:

1. To exit the CableMAP Data Entry Menu, enter *Q*, followed by *<Return>*.

    When you exit the CableMAP Data Entry Menu, you will be returned to the MAP Data Entry Menu, as shown in Screen 13-2. From here, you may choose another Data Entry option or you may quit the MAP Data Entry Menu altogether by selecting the last item on the menu.