Home

2.0 The home menu in the ***cuteQM*** app used to view a dashboard and a switch board of a project. This menu helps you to change project and module.

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2.1 Dashboard

The **Dashboard** tab in the **Home** menu displays graphs, charts, and tables, which helps you to monitor and track the summary reports of various inspection and welding progress in the piping module.

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The Dashboard page shows the following graphs, charts, and tables:

- Piping – Weld Rejection Rate (Cumulative)
- Piping Drawing Status
- Piping – Weekly Weld Rejection Rate
- Piping Dia Inch
- Piping Status by System
- Piping Welding Progress by Date
- NDT Progress Status
- NDT Number of Joint Status

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2.2 Switch Board

The **Switch Board** tab in the **Home** menu show the consolidated view of various tabs listed in multiple menus in the menu bar.

Once you have successfully logged in into the ***cuteQM*** app, you can view the Home Page. In the Home Page, the menu bar appears with multiple menus, otherwise you can select the **Switch Board** tab to view all the menus.

To select the **Switch Board** tab,

1. Navigate to **Home**.
2. Click **Switch Board**.

The **Switch Board** tab includes multiple options such as **Project Data, Materials, Inspection, Piping, Test Pack, Punch List, and Documentation.**

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2.3 Switch Project

The **Switch Project** tab in the **Home** menu helps you to add a new project/module and switch between various projects and modules added in the app.

2.3.1 Switch between Various Projects and Modules

1. Navigate to the **Home** menu.
2. Click **Switch Project**.

The switch project window opens with a list of projects and modules that are already added in the web.

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Figure 5.1: Switch project window

3. If you want to switch between various projects and modules,

1. Select a project you want from multiple projects listed in the left side of the window. Once you have selected the project, a list of modules related to the project is displayed.
2. Select a module you want from multiple modules listed in the right side of the window.

4. Click **Select.**

2.3.2 Add a New Project

If you want to add a new project, do the following

If you want to add a new project, you must have been assigned as an administrator or a power user otherwise you cannot add any new project.

1. Click **New Skid/ Module**. See Fig 2.1.

   The add project/module page opens with two options such as **Projects** and **Skid/ Module**.

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Figure 2.2: Add project/module page

2. Click **Projects**.

The **Projects** page opens.

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Figure 2.3: Projects page

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3. Click Image not found or type unknown (**ADD** button) in the upper side of the **Projects** page.

A new window opens to add a new project.

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Note: The fields notified with a symbol (*) are mandatory. You must enter the relevant details in that fields before saving.

1. In the **Project Number** box, enter the project number.
2. In the **Project Name** box, enter a project name.
3. In the **End User** box, select an end user from a drop-down list.
4. In the **Client** box, select a client from a drop-down list.
5. In the **AI/ Third Party** box, select an AI or a third party from a drop-down list.

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Image not found or type unknown **Note**: If you want to add multiple third parties, add third parties by clicking image-1651112372982.png

Image not found or type unknown (**Add TP** button) in the **Third party** column of the **Projects page**.

6. In the **Purchase Order (PO) Number** box, enter the PO number.
7. In the **Manufacturer Job Code** box, enter the manufacturer job code number.
8. In the **Client Project** box, enter the client project code.
9. In the **Client Job Code** box, enter the client job code.
10. In the **Owner Project** box, enter the owner project code.
11. In the **Owner Job** Code box, enter the owner job code.
12. In the **Delivery Date** box, choose the delivery date.
13. In the **Location** box, enter the location detail.
14. In the **Non-Destructive Examination (NDE) Weld Length Limit** box, enter the length limit of NDE welding.
15. If you need an external qualified welder, click the check box provided with the **External Qualified Welder** option.
16. In the **Weld Repair Allowance** box, enter the amount for weld repair.

4. Click **Save**.

A new project is added successfully.

2.3.3 Edit a Project

If you want to edit any existing project details from the list of projects in the **Projects** page, do the following,

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1. Click Image not found or type unknown (Edit icon) in the **Edit** column for the respective project. See Fig 2.3.

image-1651068999405.png

A new window opens to edit the project. Image not found or type unknown

2. Click any box where you want to edit the details, and then edit the details in the respective box in the **Projects** page.

3. Click **Save**.

2.3.4 Delete a Project.

If you want to delete any specific project from the list of projects, you can use (Delete icon) provided in the **Delete** column of the **Projects** page, See Fig 2.3.

image-1651072213142.png

1. Click Image not found or type unknown (Delete icon) for the corresponding project.

You receive a notification message “**Do you want to delete this row**?”.

2. Click **OK.**

2.3.5 Export Projects List

You can export a list of projects in the pdf and excel formats.

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1. If you want to export the projects list in the pdf format, click Image not found or type unknown (**PDF** button). See Fig 2.3.
   The project list will be downloaded in the pdf format.
   image-1651112491032.png
2. If you want to export the projects list in the excel format, click Image not found or type unknown (**Excel** button).
   The project list will be downloaded in the excel format.

2.3.6 Add a New Module

If you want to add a new module, do the following

> If you want to add a new module, you must have been assigned as an administrator or a power user otherwise you cannot add any new module.

1. Click **New Skid/ Module**. See Fig 2.1. The add project/module page opens with two options such as **Projects** and **Skid/ Module**. See Fig 2.2.
2. Click **Skid/Module**.
   The **Skid/Module** page opens.
   image-1651112732625.png
   Image not found or type unknown
   image-1651112747605.png **Figure 5.3.1: Skid/Module page**
3. Click Image not found or type unknown (**ADD** button) in the upper side of the **Skid/Module** page.
   The skid/module box opens to add a new module.

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Image not found or type unknown **Note:** The fields notified with a symbol (*) are mandatory. You must enter the relevant details in that fields before saving.

1. In the **Master Project Name** box, enter the master project name from a drop-down list.
2. In the **Skid/Module** box, enter a module name.
3. In the **Abbreviation** box, enter the abbreviation for the added module.
4. In the **Report Prefix** box, the report prefix will be entered automatically. If you want change, you can edit the report prefix.
5. In the **Piping Class** box, enter the piping class name.
6. In the **Delivery Date** box, choose the delivery date.
7. In the **Project Type** box, select the type of project from a drop-down list.
8. If you want to show this module in the ***cuteQM*** mobile app, click the check box provided with the **Show in Apps** option.
9. In the **Shift Start Time (24hr)**box, enter the shift starting time.
10. In the **Shift End Time (24hr)**box, enter the shift ending time.
11. In the **Break Time (mins)**box, enter the break time duration.
12. If you want to enable the repair project flow option, select the check box provided with the **Repair Project Flow** column.
13. If you want to enable the welder qualification restriction option, select the check box provided with the **Welder Qualification Restriction** column.
14. Click **Save**.
    A new module is added successfully.

2.3.7 Add a Surveyor, a Client or Other Role for Module

If you want to add a surveyor, a client or other role for any added module,

1. Click a respective image-1651113117272.png Image not found or type unknown (Add icon) provided in the **Add Surveyor/Client** column.
   The **Add Surveyor/Client/Others** window opens.
   image-1651113167260.png
   Image not found or type unknown
2. Click image-1651113778472.png Image not found or type unknown (**ADD** button).
   A new window opens to enter the name and type of a role.

image-1651115830614.png

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3. In the **Name** box, enter the name of the person to whom you want to add a role.
4. In the **Type** box, select the type of role from a drop-down list.
5. Click **Save**.

2.3.8 Edit a Module

If you want to edit any existing module details from the list of modules in the **Skid/Module** page, do the following,

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1. Click Image not found or type unknown (Edit icon) in the **Edit** column for the respective module. See Fig 2.3.1.

   A new window opens to edit the module.
   image-1651116016329.png

   Image not found or type unknown
2. Click any box where you want to edit the details, and then edit the details in the respective box in the **Skid/Module** page.
3. Click **Save**.

2.3.9 Delete a Module

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If you want to delete any specific module from the list of modules, you can use Image not found or type ur (Delete icon) provided in the **Delete** column of the **Skid/Module** page, See Fig 2.3.1.

image-1651116156710.png

1. Click Image not found or type unknown (Delete icon) for the corresponding module.

   You receive a notification message "**Do you want to delete**?".
2. Click **OK**.

2.3.10 Export Modules List

You can export a list of modules added in the **Skid/Module** page in the pdf and excel formats.

1. If you want to export the modules list in the pdf format, click
   image-1651116320668.png

   Image not found or type unknown (**PDF** button). See Fig 2.3.1.

   The modules list will be downloaded in the pdf format.

image-1651116597692.png

2. If you want to export the modules list in the excel format, click Image not found or type unknown (**Excel** button).
The modules list will be downloaded in the excel format.

2.3.11 Close a Project

If you want to close any project from the app, do the following

Make sure that once you have closed any project, you cannot even open or access the closed project.

1. Click **Close Project** in the **Close Project** column for the corresponding module and project type. See Fig 2.3.1.
   You receive a notification message "**Are you sure want to close this project? You will not be able to access/reopen this project again**".
2. Click **OK** to close the project.

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