

# Working with Mtv Documents

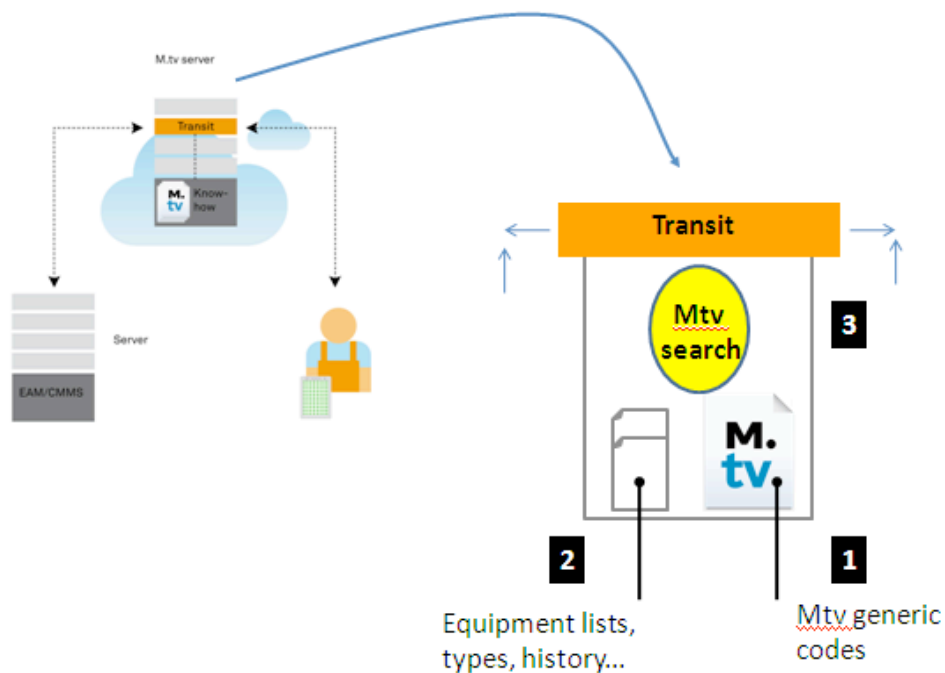
## Welcome to M.tv!

There are very concepts that you need to know for working with the Cloud Know-how™ part of Mtv. In this document we discuss the main ones:

The most immediate reaction that you will have is probably WRONG! To explain:

- When we store an item of data on traditional systems we think of codes. Why? Because of quick retrieval, order and simplicity
  - Such ideas are outdated: Google can find an address of a company quicker than you can by pulling out your address book. **Message:** retrieval of data is no longer dependent on codes and structure, we can find data that is unstructured
  - Codes are a feature of computers because of the importance of identifying the unique thing – the part number, or the equipment serial number. In Mtv we are want to provide access to know-how not to unique items of know-how for unique equipment (although you can do that if you wish).
- Codes are efficient because they save space
  - That was true in the old days, these days storage space & retrieval processing is very, very cheap. **Message:** do not make the life of the technician too difficult by imposing a complicated coding system
- Codes are necessary because a computer is a non-thinking device, Garbage in Garbage out
  - This is definitely no longer true, search technology and particularly the intelligent Mtv searching that we offer you can overcome poor input codes or labelling of data

## How Mtv retrieves your documents



We illustrate above why it is not necessary to spend any time on searching for ideal coding systems for documents.

1. Mtv will deliver to you its industry equipment categories. There are usually 2 to 3 levels in such categories and all know-how will be stored against one of the levels (see below).
2. When later you decide to integrate Mtv with your EAM/CMMS application you can add lists of equipment or other criteria
  - a. Either to the Mtv Equipment categories
  - b. Or, to a list that is injected to the server, we already have types of document, keywords...but other criteria of searching for documents can be used
3. The Mtv Search mechanism will search for any document that it considers necessary to the technician. The search mechanism "learns" what the technician needs

# Mtv Equipment Categories

The Mtv categories are made up of industry specific lists of equipment. In Mtv for simplicity we stick to 3 levels:

<b>Industry</b>	Oil & Gas	
<b>Business</b>	Upstream	
<b>Facility</b>	Production	
<b>Plant</b>	Methanol	
<b>Section</b>	Gas	
<b>Equipment</b>	Gas Turbine	
<b>Sub-unit</b>	Compressor	
<b>Maintainable item</b>	Starting system	
<b>Part</b>	Head screws	
<b>Supplier</b>	Atlas Copco	

Mtv delivers you the file in Excel-like format for such equipment. Here is an example:

Insert other levels

↓

↓

	A	B	C	D
	Equipment Unit	Sub-unit	Technical Object/Maintainable Item	
1				
2	Gas Turbine	Starting System	Starting Unit	
3			Start Control	
4		Air Intake	Air Cooling	
5			Anti-icing	
6			Filters	
7			Intake duct	
8			Inlet vanes	
9		Combustion System	Nozzle	
10			Burners	
11			Fuel Control	
12			Seals	
13			Valves	
14			Piping	
15		Compressor	Rotor	
16			Stator	
17			Cooling System	
18			etc	
19			etc	
20				

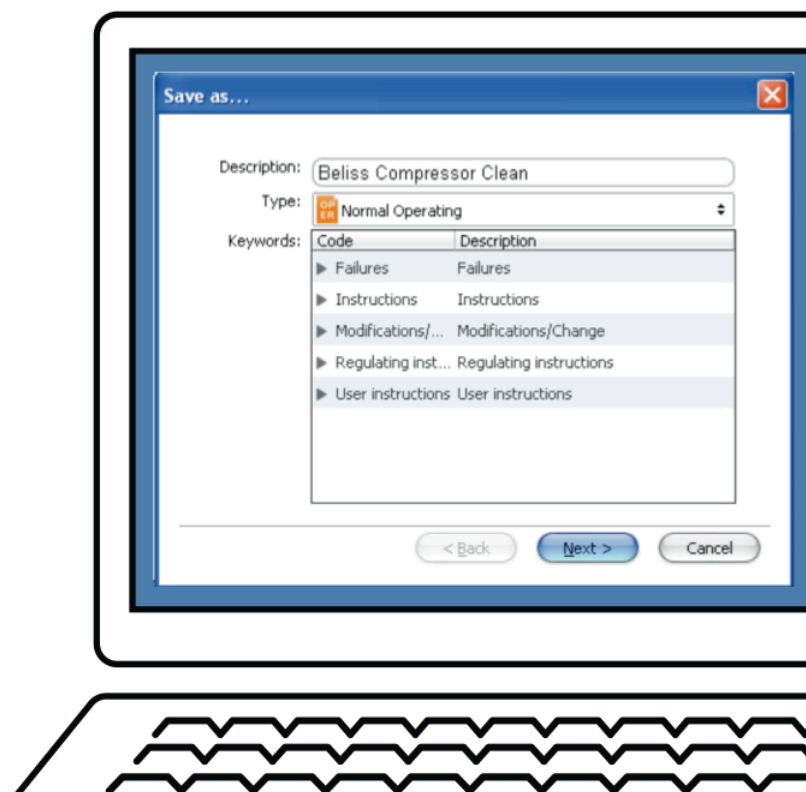
You may, of course, manipulate delivered an Excel or Excel-like file as you wish: there is no one single right way to work with Mtv. For instance you could insert a column before, between or after the recommended breakdown that we give you.

## Saving a Mtv document

A Mtv document is saved in 2 steps:

➤ Screen 1

- Description – a generic term such as “Failure”, “Excess pressure”.
- Type - choose from a drop-down list the type of document.
  - You may have any number of types.
  - We have included a type: “To be allocated”. The technician in the field or his supervisor may want to complete this later.
- Keywords – any number of keywords can be chosen from a tree-like list.



➤ Screen 2

- Name – the name of the document, by default the first title of the document is taken.
- Category of equipment – the class, family, group... of equipment against which you wish to save.
  - As described above, you may use the Mtv Equipment category list.
  - Or any other list, or add to the list as and when needed.

The lists Mtv supplies “brainstorming” lists for all of the above in an Excel file. You may customize or create your lists. Note that in this trial database there is a wide choice of documents and lists.

