

- **.NET Framework** – Microsoft's managed code programming model. The .NET Framework is required for some components of the IntelTrac suite; see the System Requirements document for more information.
- **“About” Screen** – A screen that provides information regarding the IntelTrac application from which it was launched. The “About” Screen can be configured (through a process known as Branding) to display an image of the user’s choosing.
- **Action** – A Procedure component which prompts the Operator to take a particular step based upon an observed condition.
- **Action Message** – A message that appears in response to a value entered into a Task. Action Messages typically take the form of a corrective action.
- **Active** – A Procedure Status indicating that the Procedure is enabled and currently available for download / completion.
- **Actual Tasks** – The number of tasks that the Operator(s) who worked the Procedure had the *ability* to open and complete.
- **Actual Time** – The amount of time the Procedure was open on the handheld computer.
- **Administration** – A group of applications in the IntelTrac Management Center that governs system configuration, logging, and contains the Administration Application.
- **Administration Application** – An IntelTrac application, available from the Administration group in the IntelTrac Management Center, which allows configuration of user access permissions and IntelTrac components, and the creation of Users, Groups, and Bases.
- **ADO Connection String** – A line of text representing the database server, database name, user name, and user password used to access a database.
- **All Permissions** – A User Permission (listed in the Administration application) that grants access to all of the functions of the selected application.
- **Approved** – A label assigned to Completed Procedures after they have passed Auditing in Procedure Auditor Plus.
- **ASP.NET** – Microsoft’s Web development model. A part of the .NET Framework, ASP.NET is required for some components of the IntelTrac suite; see the System Requirements document for more information.
- **Asset** – Represents a piece of equipment upon which Tasks are performed. Task Groups generally correspond with Assets.
- **Asset Browser** – A function within Mobile IntelTrac that allows the user to assign Assets either to Virtual Log entries or ad-hoc Work Requests.
- **Asset Manager** – An IntelTrac application, available from the Content Management group in the IntelTrac Management Center, which facilitates the import, export, and manual addition and deletion of Assets.
- **Attached Document** – A document file, typically a PDF, attached to Task in Procedure Builder for use on a mobile computer. Attached Documents are usually technical drawings or other relevant sections of reference manuals.
- **Audit** – The process of examining a Procedure, generally for the purposes of marking it Approved.
- **Auditor Plus** – see **Procedure Auditor Plus**

- **Auditor Reports** – A type of report available in **Procedure Auditor Plus** that pertains to field-collected data. See also **Administrative Reports**.
- **Auto Hide** – Refers to a pane, such as the Navigation Panel or Properties Panel in the IntelaTrac Management Center, which will automatically disappear when the mouse cursor moves from it. Panes that are set to “Auto-Hide” are also referred to as “un-pinned.” See also **Pinning**.
- **Bad Actor** – An Asset which has consistently been out of specifications for one or more of its measurements and may be in need of service or replacement.
- **Barcode** – A series of bars and spaces of differing widths which a computer interprets as data when scanned with a barcode reader. In Mobile IntelaTrac, Barcodes and Barcode Readers are used to identify Assets.
- **Barcode Reader** – A peripheral used by Mobile IntelaTrac to scan Barcodes. In Mobile IntelaTrac, Barcodes and Barcode Readers are used together to identify Assets.
- **Base** – A grouping of Procedures within IntelaTrac. In many cases, a Base is a process area or unit within a manufacturing facility, but can also be a grouping of procedures for a specific discipline or craft regardless of unit or equipment.
- **Base Selection Filter** – A window that presents a list of Bases from which the user must choose. The data displayed by the current application (for example, the Administration application, or the Schedule Manager) will be limited to that pertaining to the selected Base.
- **Bluetooth** – An open standard for short-range radio transmission. In Mobile IntelaTrac, Bluetooth is used to wirelessly connect RFID Search Devices and data-collecting Peripheral Input Devices (e.g. temperature guns, vibration probes) to handheld computers.
- **Bluetooth RFID Reader** – Generically, this refers to a device used to read the data stored in RFID tags, which connects to a handheld device via the Bluetooth protocol. Specifically, the phrase “Bluetooth RFID Reader” refers to the device offered by Wonderware for use with handheld devices.
- **Branding** – The process of customizing IntelaTrac to display your Company’s logos in locations such as the “About” Screen and the Splash Screen. Refer to the IntelaTrac Installation Guide for more information regarding Branding.
- **Calculation** – A function that allows calculation based on absolutes, or previous or current Task readings, in order to populate Task values.
- **Cell** – An intersection of a column and a row. In IntelaTrac’s Schedule Manager, Cells correspond to a Shift and an individual calendar day.
- **Character Recognizer** – A method of input into Windows Mobile devices in which the user writes with the stylus on the screen. The mobile computer then “recognizes” the letter or number written, and enters it in the selected data entry field.
- **Chart View** – A view of Historical Data presented in Procedure Auditor Plus and Mobile IntelaTrac that displays the data points as a graph / chart.
- **Checkbox** – A small box that either turns an option “on” or “off” as represented, respectively, by the presence or absence of a checkmark. Clicking the box will switch the box between “checked” and “unchecked.”

- **Child** – An item in a subordinate position of a hierarchical (tree) organization. For example, an Asset may be configured with several “Child” Assets which represent areas of focus on the Parent Asset.
- **Click** – see **Left-Click**.
- **Client** – Generically, a Client is a software component which accesses a Server where the data being worked with is stored. Specific to IntelTrac, “Client” refers to the component of the IntelTrac suite containing the IntelTrac Management Center.
- **Client Code** – A case-sensitive code, necessary when installing IntelTrac, which identifies the Company to which the copy of IntelTrac has been licensed.
- **Client Configuration** – A utility provided with IntelTrac which allows modification of the connection strings used by Procedure Builder, Content Builder, and Administration.
- **Client Systems** – Networked workstations, typically administered by IT specialists, used for management of the IntelTrac Work Process platform.
- **Clone** – A function that creates a copy of the selected item identical to the original, typically in all aspects save its name (where it must be unique).
- **Comparison** – A function of the Database Scripts Utility which compares the database being worked on to a “baseline,” or ideal, database and lists the differences between the two.
- **Complete** – A Procedure Status indicating that the Procedure has been marked “Complete” on the handheld.
- **Condition** – A configurable aspect of a Procedure which requires that a condition is met (e.g. “oil level <5”) in order for the configured Action Message and/or Data Filter to trigger.
- **Connection String** – See **ADO Connection String**
- **Connection String Editor** – An IntelTrac utility that launches automatically during the installation of IntelTrac Web Reports which allows users to test, modify, and save the connection string defined during installation.
- **Content Builder** – An IntelTrac utility that allows importing Procedures from tab-delimited text files.
- **Content Management** – A group of applications in the IntelTrac Management Center that governs Procedure, Asset, and Trend creation and configuration.
- **Cost Center** – A term used by Enterprise Asset Management systems such as SAP and Maximo to identify groups of Assets. Cost Centers are used with Mobile IntelTrac to filter the number of Work Requests transferred to each mobile computer.
- **Cradle** – A support for handheld devices that connects them to a desktop computer for the purposes of software installation and Synchronization.
- **Crew** – A group of Operators on duty during a given shift rotation pattern. Typically, Crews are arranged as repeating patterns of “on” and “off” days defining the Crew’s work schedule.
- **Crew Overlay** – A method of displaying the Schedule Manager component of the IntelTrac Management Center which shades sections of its Calendar corresponding to a Crew’s Rotation Pattern.

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- **Crew Setup** – An IntelTrac application, available in the Scheduling section of the IntelTrac Management Center, which governs the creation and configuration of Crews and Crew Rotation Patterns.
  - **Criticality** – see **Data Filter**
  - **Custom** – An installation option which allows the user to select which components of the software to include in the installation process.
  - **Cyclops** – see **LAND Cyclops**
  - **Data Archival** – The ability to save to, delete from, and restore history to, the database.
  - **Data Conversion** – The process of converting Procedures and Procedure Schedules from the format used by a previous version of IntelTrac to the format used by the current version.
  - **Data Conversion Utility** – An IntelTrac utility, installed with the Synchronization Server, which facilitates Data Conversion.
  - **Data Filter** (*nee Criticality*) – A classification given to a value entered for a Task. These typically classify the value as “low,” “OK,” “danger,” “critical,” etc and aid in identifying problem equipment known as “Bad Actors.”
  - **Data Filter Manager** – An IntelTrac application, available in the Administration section of the IntelTrac Management Center, which allows the creation of Data Filters.
  - **Data Point** – A specific datum from a Procedure that appears when viewing Historical Data or Trend Graphs.
  - **Data Source** – The database from which data is drawn and to which data is saved.
  - **Data Transformation** – The process of preparing data from IntelTrac to be used in a third-party application.
  - **Data Transformation Service** – The IntelTrac Service that governs Data Transformation.
  - **Database Migration** – The process of migrating data from a production database to one that has been placed in a “Sandbox” for the purposes of an IntelTrac upgrade.
  - **Database Migration Wizard** – The IntelTrac utility that makes Database Migration possible.
  - **Database Reports Utility** – An IntelTrac utility that scans a database for errors and potential problems prior to database upgrade to the current version of IntelTrac.
  - **Database Scripts Installation** – An IntelTrac utility that runs database creation, upgrade, and Plug-in installation scripts on the IntelTrac Database.
  - **Database Server** – The computer on which the SQL/Oracle applications execute.
  - **DB Integrity** – A series of checks run on the IntelTrac Database by the IntelTrac Database Report.
  - **DBA** – An acronym for “Database Administrator.”
  - **dbPrüftechnik VIBTOOL** – A Peripheral Input Device for handheld computers that Mobile IntelTrac can use to take many different readings such as vibration, temperature, velocity, and more.
  - **Deactivated** – An attribute of a Procedure that prevents both download to the handheld computer and scheduling within Schedule Manager.

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- **Debug** – A log message level used by the Netlog Client to give extremely detailed information about each and every event occurring in the system being logged. The Debug level of detail is useful only to technical support staff.
  - **Decision Support Systems** – A general term used to refer to external customer applications where decisions regarding plant operation and maintenance are managed.
  - **Default** – Represents a value, or setting, the system uses unless otherwise specified by the user.
  - **Default Note** – A preconfigured Note that aids the Operator by filling in repetitive information and typically leaving room for the Operator to enter any variables necessary. A short and simple example is “Oil level low; added \_\_\_ quarts to normal level.”
  - **Details View** – A view of Historical data provided by Procedure Auditor Plus that displays the details of each data point in spreadsheet format.
  - **Device Field (Peripheral Input Device)** – A Mobile IntelTrac setting that indicates the type and/or range of reading taken by a peripheral input device.
  - **Device Field (Search Device / RFID reader)** – A Mobile IntelTrac setting that indicates which data to load from an RFID tag.
  - **Device Instance** – A Mobile IntelTrac setting that indicates which of the configured Bluetooth peripherals / search devices, as specified in the Device Manager, to use.
  - **Device Integration** – A Procedure Designer component within Procedure Builder that allows Task data to be populated by a Peripheral Input Device.
  - **RFID Integration** – A Procedure Designer component within Procedure Builder that allows the user to employ an RFID tag scanner when required.
  - **Device Passkey** – A four-digit, device-specific number used to gain access to Bluetooth devices. Passkeys are the same among devices of the same make and model.
  - **Device Registration** – An IntelTrac application, available in the Administration section of the IntelTrac Management Center, which facilitates the registration of Bluetooth devices and Mobile Computers.
  - **Digital State** – A term used by PI plug-ins to represent the status of the item. For example, ON and OFF may respectively be represented in Digital State form as 0 and 1.
  - **Disabled** – Indicates that a Task Group will be skipped by Mobile IntelTrac because its associated Asset is marked as “Disabled,” most likely because the Asset is offline and/or not in service.
  - **Documentation** – A group in the IntelTrac Management Center that contains the release documentation for the IntelTrac suite.
  - **Double-Click** – A mouse action that consists of pressing the left mouse button twice in rapid succession.
  - **Drag-And-Drop** – The process of clicking on an item – but holding the mouse button down – then moving the mouse cursor to a new position and releasing the mouse button.
  - **Drop-Down** – A method of variable selection involving choosing one of many pre-configured options from a list.
  - **Early Pickup** – see **Early Start**
  - **Early Start** – The earliest time a Procedure can be downloaded to the handheld (as defined when scheduling the Procedure Instance or Series). This can also correspond to

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the time at which a Procedure was transferred earlier than the Shift for which it was scheduled.

- **Emissivity** – A measurement of a material’s ability to absorb and radiate energy.
- **Error** – A log message level used by the Netlog Client that indicates the nature of non-fatal errors that have occurred.
- **Error Log** – A component of the System Status application, located in the Administration section of the IntelTrac Management Center, which allows users to find errors pertaining to Process Historians (e.g. Honeywell PHD, OSI-PI). See also **Transfer Log** and **System Status**.
- **Exception** – A single day, or pattern of days, that intersects an existing Procedure Series on days the user does not wish the Procedure to be scheduled.
- **Expected End** – The time that the Procedure is expected to be finished. This corresponds to the End Time of the Shift for which this Procedure was scheduled, plus any extra time (known as “Latency”) allotted during scheduling.
- **Expected Start** – The time that work is expected to begin on the Procedure. This corresponds to the Start Time of the Shift for which this Procedure was scheduled.
- **Experion** – See **Honeywell Experion**.
- **Export** – The process of saving data from an IntelTrac application to a file, most often of the CSV, XLS, and PDF formats.
- **External Servers** – An application, available in the Administration group in the IntelTrac Management Center, which allows configuration of OPC HDA data sources.
- **HDA** – see **OPC-HDA**
- **OPC-HDA** – Acronymic for **OLE (Object Linking and Embedding) for Process Control Historical Data Access**. OPC-HDA is the method used by IntelTrac to access Historical Data.
- **Fatal** – A log message level used by the Netlog Client that provides details on unrecoverable errors (crashes).
- **FFS** – An acronym for “Flash File System,” a method of storing data on mobile devices.
- **FlatText** – A plug-in for Procedure Builder that allows filtering field-collected data for output to a text file format.
- **Focused Advice** – see **Action Message**
- **Full Transfer** – A transfer option within Mobile IntelTrac that transfers all collected data from the handheld to the IntelTrac Database, and downloads all new data, including Procedures, Lists, Users, Permissions, et. al. from the IntelTrac database.
- **Future** – A Procedure Status indicating that the Procedure is scheduled for the future, and is unavailable for download to the handheld computer.
- **Group** – A collection of Users who share a common set of Permissions.
- **Group Box** – A location in applications such as Procedure Auditor Plus, and utilities such as the Data Migration Utility, to which column headings can be dragged in order to group output by that column’s datum.
- **Handheld** – see **Mobile Computer**.
- **Header** – An area at the top of a list, or section of a program or output, which describes the entities beneath.
- **Heading** – See **Header**.

- **Help** – A menu option in most IntelTrac applications or IMC Plug-ins that allows access to the “About Screen” and to the relevant Help file.
- **Historian** – A designation of third-party server / application software which uses Snap-Ins and/or Integrations to retrieve field-collected data from IntelTrac.
- **Historical Data** – Procedure data entered in the past.
- **History** – A screen in Mobile IntelTrac that displays previously collected data in either a graphical or tabular fashion.
- **Honeywell Experion** – A Process Historian which can interface with IntelTrac using IntelTrac’s Experion Integration.
- **Honeywell Mod Tag** – An application for use with Honeywell PHD that allows the user to view all entries for specific tags within a specific time/date range.
- **Honeywell PHD** – A Process Historian which can interface with IntelTrac using IntelTrac’s PHD Integration.
- **Honeywell Tag Explorer** – An application that allows the user to view all existing tags used by Honeywell PHD.
- **Hover** – The process of placing the mouse cursor over an item and waiting, in order to display a Tool-Tip.
- **iDTS** – The IntelTrac Data Transformation Service, which is used to manage the synchronization of asset lists, equipment lists, response lists specific to Work Requests, and existing Work Requests.
- **iDTS Configuration** – An application, available in the Administration group in the IntelTrac Management Center, which allows configuration of the IntelTrac Data Transformation Service (iDTS).
- **IIS** – see **Internet Information Services**.
- **IMC** – See **IntelTrac Management Center**.
- **Import** – The process of merging data, from a file provided by an external application, into IntelTrac.
- **In Progress** – A Procedure Status that indicating that the Procedure has been opened but was closed without being completed.
- **Info** – A log message level used by the Netlog Client to give general information regarding actions performed.
- **InfoPlus** – see **IP21**.
- **Inherited** – A permission given to a user due to membership in a Group.
- **Input Device** – See **Peripheral Input Device**.
- **Installation Key** – See **Product Key**.
- **Integration** – A general term that refers to a component of IntelTrac that allows interface with third-party applications such as Historians.
- **IntelTrac Management Center** – IntelTrac’s front-end for launching IntelTrac applications installed with the desktop Client.
- **IntelTrac PHD Utility** – An IntelTrac utility that allows the user to test a Honeywell PHD process tag point to see if the configuration being designed within IntelTrac will successfully update that tag.
- **IntelTrac User Import Utility** – An IntelTrac utility that allows the Import of Users from tab-delimited text files.

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- **Internal Revision** – A value, specified by Procedure Builder, that represents how many times a Procedure has been revised, and at what stage in the series of revisions the Procedure is. See also **Revision**.
  - **Internet Information Services** – A Web server, provided by Microsoft with Windows, which is necessary to run IntelTrac Web Reports.
  - **IP21** – A Historian created by InfoPlus that interfaces with IntelTrac via the IP21 Integration.
  - **Item Response List** – Groups of List-based responses within Procedure Locator.
  - **Jump** – An option enabling Mobile IntelTrac to automatically “Jump” to another Task in a Procedure based upon the answer given to the current Task.
  - **Jump Name** – A unique identifier given to a Task so that Jump operations can target it.
  - **Keypad** – An input method provided for handheld devices in addition to the touch screen. Keypads are often engineered for numerical data only, though some handheld devices feature partial or full alphabetic entry as well.
  - **Label** – See **Name**.
  - **LAND Cyclops** – A Bluetooth-enabled Peripheral Input Device, manufactured by LAND Corporation, that Mobile IntelTrac uses to read temperatures from a distance.
  - **Latency** – Generically, Latency refers to the amount of extra time (past the end of a Shift) allowed to complete a Procedure during that Procedure’s scheduling. When “Latency” is the label for a datum, it represents the clock time at which Latency expires.
  - **Latent** – See **Latency**.
  - **Left-Click** – The process of pressing, and then releasing the left mouse button without moving the mouse.
  - **List** – A type of Task input that involves choosing possible answers from a list (e.g. low / normal / high).
  - **Localization** – The process of changing IntelTrac’s English text strings to that of another language.
  - **Locked (procedure)**: Indicates whether or not a Procedure is Locked from edits, as configured during creation in Procedure Builder. A Procedure must be unlocked before it can be edited, which requires the “UnLock Procedure” Permission.
  - **Locked (task status)** – Indicates that the Task requires an RFID or Barcode scan that has not yet been performed.
  - **Log Message** – A status message sent by various components of IntelTrac. Log messages can range from statements that work is being performed, to warnings regarding possible problems with an operation.
  - **Logging Port** – The port to which log messages, used by IT professionals to diagnose problems, is sent by the handheld computer.
  - **Login Screen** – A window that appears when launching certain various IntelTrac applications that requires a valid username and password before access to the application is granted.
  - **MDAC** – see **Microsoft Data Access Components**.
  - **Microsoft Data Access Components** – A framework of technologies that allows a uniform method of access to data sources (such as databases). MDAC is required for

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some components of the IntelTrac suite; see the System Requirements document for more information.

- **Minimum Level (Battery)** – The level of battery power remaining at which Mobile IntelTrac will trigger a “Critically low” message to the user and abort a synchronization transfer in status.
- **Minimum Level (Network)** – The level of network signal strength at which Mobile IntelTrac will trigger a notification to the user that the transfer will not be allowed.
- **Missed** – A Procedure Status indicating that the Procedure was not completed when due. The “Missed” status will not be assigned until Latency has expired.
- **Mobile Computer** – A portable computer on which an Operator completes Procedures using Mobile IntelTrac. Examples include Pocket PC, Smart Phone, or Tablet PC.
- **Mobile Device** – See **Mobile Computer**.
- **Mobile IntelTrac** – A component of the IntelTrac suite of software that enables completion of Procedures on handheld computers.
- **Mod Tag** – See **Honeywell Mod Tag**.
- **Modify** – An option presented by the installer used by the IntelTrac suite of software which allows removal of previously installed components or addition of previously excluded components.
- **MS JET** – A Microsoft Database engine required for some components of the IntelTrac suite; see the System Requirements document for more information.
- **Multiple Approve** – The ability granted by Procedure Auditor Plus to approve more than one Procedure at a time.
- **Name** – The text used to identify the item (Procedures, Tasks, etc.). Sometimes called Label.
- **Navigation Panel** – A section of the IntelTrac Management Center that allows quick and easy access to the components of the IntelTrac Client.
- **Navigation Panel Editor** – A function of the IntelTrac Management Center that allows user configuration of, including addition of new items to, the Navigation Panel.
- **Navigation Screen** – An interface presented by Mobile IntelTrac that allows users to navigate easily through the various Task Groups and Tasks in a Procedure.
- **Navigation Tree** – An interface presented by Mobile IntelTrac that allows a hierarchical overview of Task Groups and Tasks within a Procedure.
- **NetLog Client** – An application that collects Log Messages in order to assist with troubleshooting.
- **Note** – A message entered by the Operator on a Task, typically as prompted due to a Condition met by the Task’s value.
- **Numeric Virtual Keyboard** – A method of input into Windows Mobile devices in which the user taps an area on the Touch Screen displaying a numeric keypad.
- **Occurrence Dialog** – The Occurrence tab of the “Create New Schedule” or “Edit Schedule” window.
- **ODBC** – A method of data access provided by the Microsoft Data Access Components (MDAC).
- **On Demand** – A Procedure attribute which makes an unscheduled Procedure available to Operators.

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- **OPC** – Acronymic for **OLE (Object Linking and Embedding)** for **Process Control**, an industry standard for accessing process control information.
  - **Operations Reports** – A classification of report types available in Procedure Auditor Plus that does *not* pertain to field-collected data.
  - **Operator** – Refers specifically to a user of Mobile IntelaTrac.
  - **Oracle** – A database system supported by IntelaTrac.
  - **OraOleDB** – The method of accessing Oracle databases within the Microsoft Data Access Components (MDAC).
  - **OSI-PI Snap-in** – An Integration that enables IntelaTrac to interface with OSI-PI systems, allowing field collected data to be sent to OSI Pi for use within that system.
  - **Overdue** – A Procedure Status indicating that the Procedure has not been completed during the Shift for which it was scheduled, but that it is still within the period specified by Latency.
  - **Override** – The ability to change a Task’s reading (value) from within Procedure Auditor Plus.
  - **Parent** – An item in a superior position of a hierarchical (tree) organization.
  - **Passkey** – See **Device Passkey**.
  - **PDF** (.PDF file format) – Adobe’s format for documentation. Recommended for use with Mobile IntelaTrac’s “Attached Documents” function since it is compact and cannot be edited on the handheld computer.
  - **Peripheral Input Device** – Any of the devices supported by Mobile IntelaTrac for completion of Procedures.
  - **Permissions** – Attributes given to User Accounts to allow access to IntelaTrac applications and their functions.
  - **Phased Upgrade** – The process of upgrading an IntelaTrac database to version 3.2 by: copying the database; performing necessary updates on the copied version while the original remains in production; and migrating the new data from the production database to the upgraded copy.
  - **PHD** – See **Honeywell PHD**.
  - **Pinning** – Refers to the process of ensuring that a pane or column remains visible on-screen. “Pinned” panes will stay visible whether or not the mouse cursor is atop them, whereas “un-pinned” panes will disappear unless the mouse cursor is atop them. Similarly, “pinned” columns will stay visible even if the user scrolls horizontally past them, whereas “un-pinned” columns will scroll off the screen as normal. See also **Auto Hide**.
  - **Plug-in** – An optional module for a software title. For example, Procedure Builder supports numerous Plug-ins that enable support of peripheral data entry devices and of third-party software.
  - **Pocket IntelaTrac** – Refers to the Mobile IntelaTrac application, version 2.5 or older.
  - **POD** – See **Procedures On Demand**.
  - **Port** – A data connection between software programs, represented by numbers. Ports are used by IntelaTrac applications and / or components and are either desirable, or necessary, for proper operation.

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- **Printable Rounds** – A function supported by the Schedule Manager that enables printing Procedures formatted for manual data collection.
  - **Private Group** – A grouping of items in the Navigation Panel that can be edited.
  - **Procedure** — A grouping of Task Groups and Tasks which may be associated with one or more physical Assets. Each task group, which can be associated with an asset, has a set of tasks that involve data collection. Procedures are often called “Rounds” by Operators.
  - **Procedure Auditor Plus** – An IntelTrac application, available from the Review section of the IntelTrac Management Center, used to examine and Approve Procedures. Procedure Auditor Plus provides reports based on many aspects of Procedures, such as “bad actors,” and is a replacement of the classic Procedure Monitor and Procedure Auditor components present in previous versions of IntelTrac.
  - **Procedure Builder** – An IntelTrac application, available from the Content Management section of the IntelTrac Management Center, used to create, release, and edit Procedures.
  - **Procedure Designer** – A component of Procedure Builder that allows the creation and editing of Procedures.
  - **Procedure Instance** – A specific occurrence of a scheduled procedure on a particular day and shift.
  - **Procedure Layout** – The pane of the Transmitted Data window in Procedure Auditor Plus which displays the Procedure in a hierarchical “tree” view.
  - **Procedure Locator** – A component of Procedure Builder that allows location, management, and role assignment of Procedures.
  - **Procedure On Demand** – A type of Procedure that need not be scheduled in order for qualified Operators to access at any time.
  - **Procedure Schedule** – A particular schedule defined for a Procedure via the Occurrence Dialog; this term refers to the *entire* schedule, which may include one or more instances.
  - **Procedure Series** – Refers to the entire series of a Procedure Schedule or Recurring Procedure.
  - **Product Key** – A series of numbers and case-sensitive letters which indicates to the IntelTrac software installers which components are available.
  - **Property Panel** – A panel of the IntelTrac Management Center that displays detailed information regarding the properties of the currently selected item in the active application.
  - **Public Group** – A grouping of items in the Navigation Panel that cannot be edited.
  - **PVX Variable** – A variable used by Procedure Builder, when configuring Calculation Tasks, which indicates a previously collected Task value.
  - **Radio Button** – A small circle that either turns an option “on” or “off” as represented, respectively, by the presence or absence of a dot. Clicking the box will switch the box “on.” This method of selection differs from the Checkbox because, as the name suggests, only one Radio Button in a particular group *can*, and *must*, be activated.
  - **Range Selector** – A calendar displayed by the Schedule Manager which enables the user to select a day, or range of days, to display.

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- **Raynger** – A peripheral input device manufactured by Fluke (Raytek) and supported by Mobile IntelaTrac, which measures temperature.
  - **RDMS** – Acronymic for **R**elational **D**atabase **M**anagement **S**ystem, this refers to the type of Database used by IntelaTrac.
  - **Read cycle time** – The interval between each Refresh of data from a server.
  - **Recurrence Pattern** – The pattern used to generate procedure instances; defined in the Recurrence Pattern section of the Occurrence Dialog
  - **Recurring** – Denotes a Procedure which was scheduled to occur more than once by following a set pattern (e.g. “every 2<sup>nd</sup> Saturday of each month”).
  - **Refresh** (Mobile IntelaTrac) – A limited transfer that is initiated on the mobile computer. A Refresh transfers down changes to Bases, Users and Permissions only. (See Full Transfer)
  - **Refresh** – The process of updating displayed data from a data source.
  - **Registration Key** – See **Product Key**.
  - **Released** – An indication placed on a Procedure by Procedure Locator which indicates that it is no longer being edited and is available for scheduling via the Schedule Manager.
  - **Repair** – An option presented by the installer used by the IntelaTrac Suite which reinstalls all previously installed components.
  - **Required** (Procedure) – An attribute set on a Procedure in the Schedule Manager which ensures that Procedures not completed on time are neither marked “missed” nor removed from the handheld.
  - **Required** (Task) – An attribute assigned to a Task in Procedure Builder that ensures the Task *must* be completed on the Mobile Computer before the Procedure can be marked “Complete”
  - **Required Scan** – An attribute set on a Task Group in Procedure Builder which requires the user to scan either a barcode or RFID tag before accessing the Tasks within the Group.
  - **Restore** – The process of “un-deleting” deleted items.
  - **Resume** – The process of taking a Procedure from Suspended status
  - **Revision** – A value, specified by the user, that represents both how many times a Procedure has been revised, and at what stage in the series of revisions the Procedure is. See also **Internal Revision**.
  - **RFID** – Radio Frequency Identification, a technology used by Mobile IntelaTrac to positively identify Assets. RFID tags can optionally have data written to them from the Mobile IntelaTrac application.
  - **Right-Click** – The process of pressing, and then releasing the right mouse button without moving the mouse.
  - **Role** – A division of Operators that represents the Operator’s craft designation; used in IntelaTrac to segregate the view of Procedures On Demand and scheduling of Procedures.
  - **Role Filter** – A method of displaying Procedures in the Schedule Manager by Role. Procedures assigned to the selected Roles will appear in the Calendar, while Procedures assigned to unselected Roles will not.

- **Rotation Pattern** – A cycle of “on” and “off” days, contained within a Rotation Period, which represent a Crew’s work schedule.
- **Rotation Period** – A repeating span of time (typically of whole weeks) which contains the Rotation Pattern defining a particular Crew’s work schedule. A typical Rotation Period typically spans 7, 14, or 28 days.
- **Round** – see **Procedure**.
- **Sandbox** – A term used to describe a period of time used for testing, or upgrade, before changes are implemented to the production environment. This term is used to describe the part of a Phased Upgrade during which two instances of the IntelaTrac Database exist.
- **SAP** (WOR integration) – A Work Order Request (WOR) integration created by SAP America, Inc.
- **SRM-2** – An RFID tag reader, for Motorola (Symbol) 9000 series mobile computers, manufactured by Wonderware.
- **Scan Device** – Any Barcode, or RFID, tag reader used by Mobile IntelaTrac to identify Assets.
- **Schedule Manager** – An IntelaTrac application, available from the Scheduling group in the IntelaTrac Management Center, which allows scheduling, and viewing the scheduling details, of Procedures.
- **Scheduled End** – The end time of the Shift for which a Procedure Instance was scheduled.
- **Scheduled Start** – The start time of the Shift for which the Procedure Instance was scheduled.
- **Scheduler** – An IntelaTrac Service that manages the scheduling of Procedures, and their preparation for download to a handheld device.
- **Scheduling** – A group of applications in the IntelaTrac Management Center that govern scheduling.
- **Script Trace** – A function of the Database Scripts Utility which allows users to check for script errors.
- **Series** – The entire range of Procedure Instances generated by a Procedure Schedule.
- **Service** – A generic term used to describe a Terminate and Stay Resident (TSR) program that interacts with other software rather than with the user. IntelaTrac Services include the Data Transformation Service, the Scheduler Service, the Sync Service, and the Web Reports Scheduling Engine.
- **Service Status** – A component of the System Status application, located in the Administration section of the IntelaTrac Management Center, which displays the status of the IntelaTrac services.
- **Severity** – an attribute of Data Filters (Criticalities) that indicates to what degree the field data is out of specifications, which in turn makes certain types of reporting within Procedure Auditor Plus and Web Reports easier.
- **Shift** – A method of dividing individual days into sections of time, which usually represent a given Operator’s working hours.
- **Shift Filter** – A method of displaying Procedures in the Schedule Manager by Shift. A selected Shift’s row will appear in the Calendar, while an unselected Shift’s row will not.

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- **Shift Group** – A method of grouping Shifts into a contiguous, non-overlapping 24-hr. period. Shift Groups correspond to one or more Bases.
  - **Shift Setup** – An IntelTrac application, available from the Scheduling group in the IntelTrac Management Center, which allows configuration of Shifts, Shift Groups, and the Base(s) with which Shift Groups are associated.
  - **SID** – An Oracle device instance name.
  - **Silent Installation** – A method of deploying IntelTrac installations without input from the user.
  - **SKF Marlin** – The SKF CMVL3600-IS MCD Probe, which is used by Mobile IntelTrac to take device vibration readings.
  - **Sleep Duration** – Represents the amount of time a condition-monitoring device such as a temperature gun must “sleep” before taking another reading.
  - **Smart Tags** – Variables used with Work Order Requests (WOR) that automatically enter information into the work requests when triggered from actions in the IntelTrac Procedure.
  - **Snap-in** – An application that runs within the IMC, or an optional component that enables integration of IntelTrac with external applications.
  - **Splash Screen** – A window that appears for a brief time when launching an application. Splash Screens can be configured (through a process known as Branding) to display images of the user’s choosing.
  - **SQL Scripts** – A function of the Database Scripts Utility that enables conversion of XML-based scripts to a standard SQL file.
  - **SQL Server** – The computer running the SQL Database Server software.
  - **Start Date** – Specifies the date on which a recurring Procedure’s first instance, barring Exceptions, falls.
  - **Status (Asset)**: Refers to an Asset’s status with regards to its availability. If the Status indicates that the Asset is unavailable, the Tasks / Task Groups in a Procedure associated with that Asset can be disabled.
  - **Status (Procedure)**: Refers to the Procedure Instance’s relation to the schedule.
  - **Status List (Procedure Builder)** – Refers to the area within Procedure Builder – List Manager where Status List groups and their associated responses are managed.
  - **STO (file for RFID)** – One half of the RFID Format definition files for an RFID tag. Typically configured as OEM or static equipment information
  - **STU (file for RFID)** – One half of the RFID Format definition files for an RFID tag. Typically configured as USER or dynamic equipment or process information
  - **Stylus** – A specialized **type** of “pen” with a smooth, rounded edge, which is used to facilitate input to a mobile computer by using a **Touch Screen**.
  - **SuperUser** – A term used to describe a user who has permissions to manage all aspects of the IntelTrac system from a Business perspective, such as: creating and scheduling Procedures; reviewing and auditing completed Procedures; and running reports.
  - **Suspended** – A Procedure Status indicating that the Procedure, while scheduled, is not available for download. The statistics associated with Suspended Procedures will not be counted when measuring “scheduled versus completed” metrics

- **Sync** (IntelaTrac Service) – The IntelaTrac Service responsible for synchronization between the Synchronization Server and handheld computers.
- **Sync Server** – See **Synchronization Server**.
- **Synchronization Server** – The computer running the IntelaTrac Sync Server software.
- **Synchronization** – The process of uploading completed procedures from a handheld computer to the Sync Server, and of downloading new procedures, Assets, User information, etc. from the Sync Server to the handheld computer.
- **System Status** – An IntelaTrac application, available from the Administration group in the IntelaTrac Management Center, which displays error and transfer logs, and the status of the IntelaTrac Services. See also **Transfer Log** and **Error Log**.
- **TabWare** – A Work Order Request (WOR) software compatible with IntelaTrac through the **TabWare** integration
- **Tag** – the data column name in the Work Order Request (WOR) table in the IntelaTrac database.
- **Task** – The primary instruction provided to the field user within a Procedure.
- **Task Group** – A group of tasks and/or of multiple task groups within a Procedure. Task Groups usually correspond to Assets.
- **Task Screen** – The primary interface for reading and answering tasks in Mobile IntelaTrac.
- **Temperature Gun** – A peripheral input device that provides temperature readings to Mobile IntelaTrac.
- **Template** – A pre-set format which serves as a mold, or pattern, for the generation of something more specific.
- **Test Transfer** – a function within Mobile IntelaTrac that tests Synchronization settings.
- **Text Field / Text Box** – Input areas which allow the entry of text. Text Fields are one line in height, whereas a Text Box is two or more lines in height.
- **Third Party Integration** – A general term for a Procedure Designer component within Procedure Builder that allows integration of field-collected data from Mobile IntelaTrac with third-party systems such as data historians or management systems.
- **Timeout** – the amount of time that must elapse without input or progress before a process (Peripheral Input Device read, Database connection, etc.) is aborted.
- **Toolbar** – A bar, usually located near the top of an application’s window, which allows quick access to various functions.
- **Tool-Tip** – An informational message that appears when the user Hovers the mouse cursor over an item.
- **Touch Screen** – The screen of a handheld device, when it allows a Stylus to tap it as an input method.
- **Transfer Log** – A component of the System Status application, located in the Administration section of the IntelaTrac Management Center, which provides LOG messages regarding Synchronization Server transfers. See also **Service Status** and **Error Log**.
- **Trend** – A term used to describe what historical data represents.

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- **Trend Configuration** – An IntelTrac application, available from the Content Management group in the IntelTrac Management Center, which allows configuration of Trends from OPC-HDA data sources for use on the handheld computer.
  - **Trend Graph** – A display of historical entries for a particular datum in graph form.
  - **Typical** – An installation option which automatically chooses the most common installation components.
  - **Unlocked** – An indicator of Task Group status in Mobile IntelTrac that indicates the RFID or Barcode scan required to unlock a Task has been performed. This phrase can also refer to a Procedure that has not been Locked from edits.
  - **Un-Pinning** – See **Pinning**.
  - **User** – A user of the desktop or mobile components of IntelTrac.
  - **User Permission** – Indicates a specific application, or action within that application, to which a User has access.
  - **Vertical View** – A method of viewing Procedures in Procedure Auditor Plus which lists each Procedure in columns, and each Procedure's attributes in a row.
  - **VIBTOOL** – see **dbPrüftechnik VIBTOOL**
  - **Virtual Keyboard** – A method of input for a handheld device that allows the users to tap a keyboard, displayed on the Touch Screen, with a Stylus.
  - **Virtual Logbook** – A function of Mobile IntelTrac that allows Operators to make log entries whether or not a Procedure is open.
  - **Volatile** – A type of memory whose contents cannot be maintained without constant electrical current.
  - **Warn** – A log message level used by the Netlog Client to indicate either that a significant process is beginning or ending, or the parameters for such a process.
  - **Warning Level (battery)** – The level of battery power remaining at which Mobile IntelTrac will send a warning to the user during Synchronization that synchronization completion is potentially at risk
  - **Warning Level (network)** – The level of network signal strength at which Mobile IntelTrac will trigger a notification to the user during Synchronization that synchronization completion is potentially at risk.
  - **Web Config Editor** – A utility, provided with the Web Reports installation and launched immediately following its installation, which allows configuration of Web Reports settings.
  - **Web Reports** – An IntelTrac application, available from the Reporting group in the IntelTrac Management Center, which allows access via a Web Browser to reports regarding field-collected data.
  - **Web Reports Scheduling Engine (IntelTrac Service)** – An IntelTrac Service which schedules reports for periodic execution and e-mailing to user(s) as configured in the Web Reports Schedule Manager.
  - **Web Services** – An optional IntelTrac component which enables third-party programs to interface directly with IntelTrac via its API.
  - **WIDCOMM** – An alternate form of Bluetooth communication used on ECOM handheld devices.
  - **WOR (Work Order Request)** – See **Work Request**.

- **Work Request** – Refers to Work Request Integrations, or to the Work Request function in Mobile IntelaTrac which allows interface therewith.
- **Work Request Integration** – An “integration” placed within a Procedure at the time of its creation that allows data from Mobile IntelaTrac to interface with Work Order Request (WOR) systems provided by third parties.
- **Workload Graphs** – A feature of the Schedule Manager which displays information regarding the Status of, number of Tasks in, and Time taken to complete, Procedures scheduled for the selected date range. The Workload graph is provided in order to allow better management the scheduled activities assigned to Field Workers
- **Workspace** – The section of the IntelaTrac Management Center (IMC) in which IMC applications are launched.
- **Workstation** – See **Workstation IntelaTrac**.
- **Workstation IntelaTrac** – An application, available from the Workstation group in the IntelaTrac Management Center, which allows Users to complete Procedures on the desktop PC.