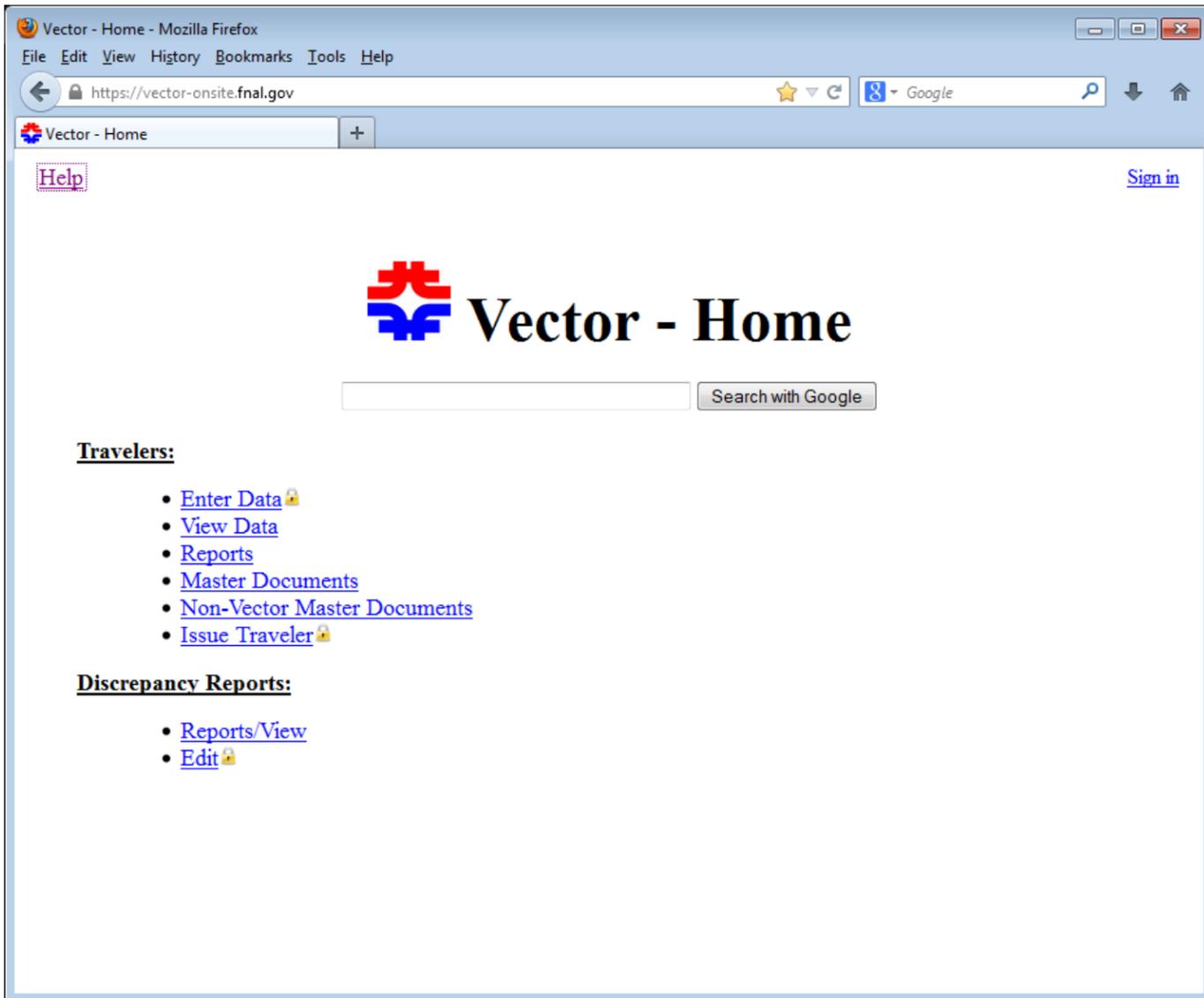
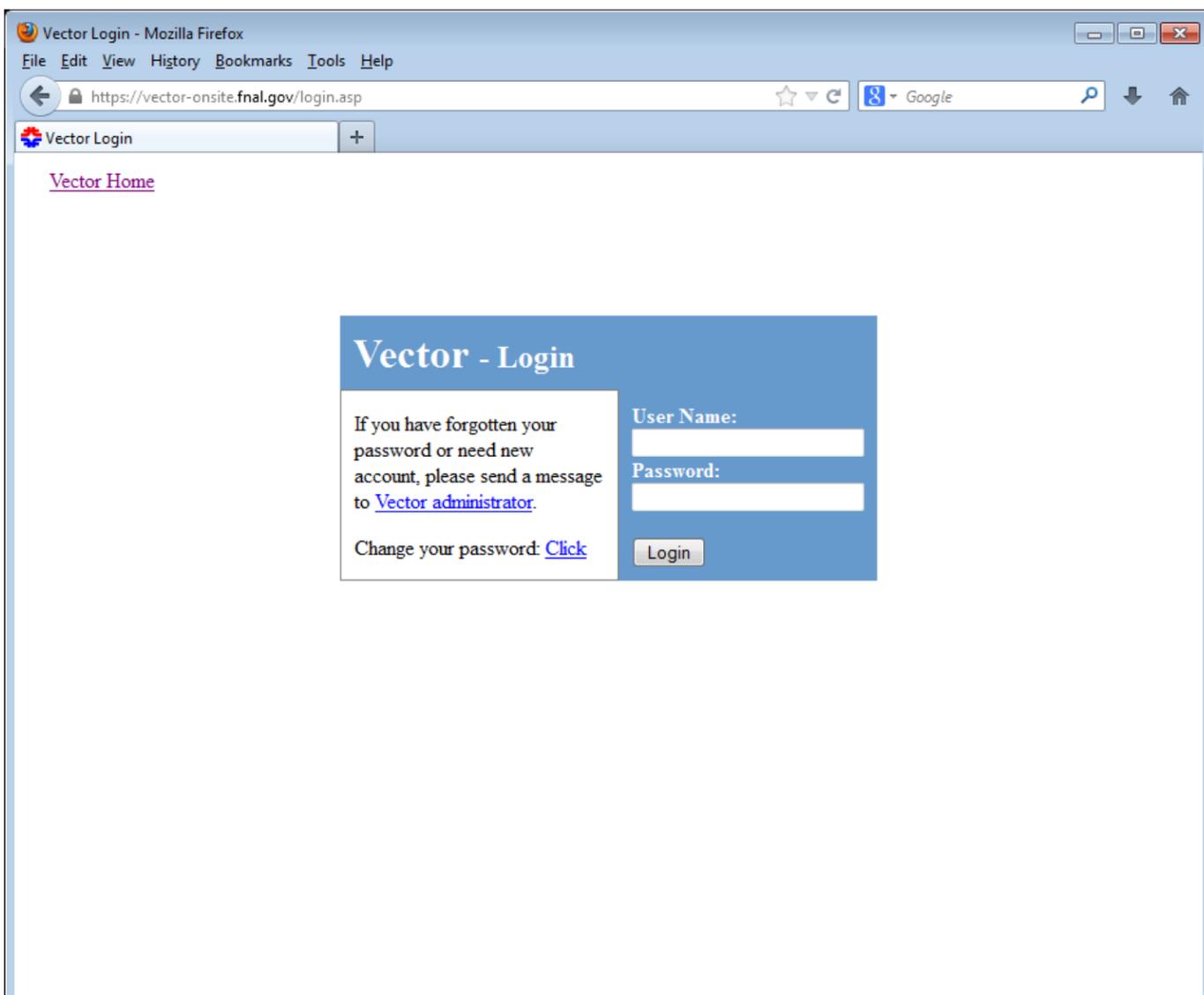


# Enter Data

Navigate to “ Vector - Home” (<https://vector.fnal.gov/>), if you can see little padlock next to the “[Enter Data](#) ” link that means you need to login before you can start entering data. If there is no padlock next to the “[Enter Data](#)” link you will be directed straight to the “**Vector - Select Travelers - Data Entry**” page.

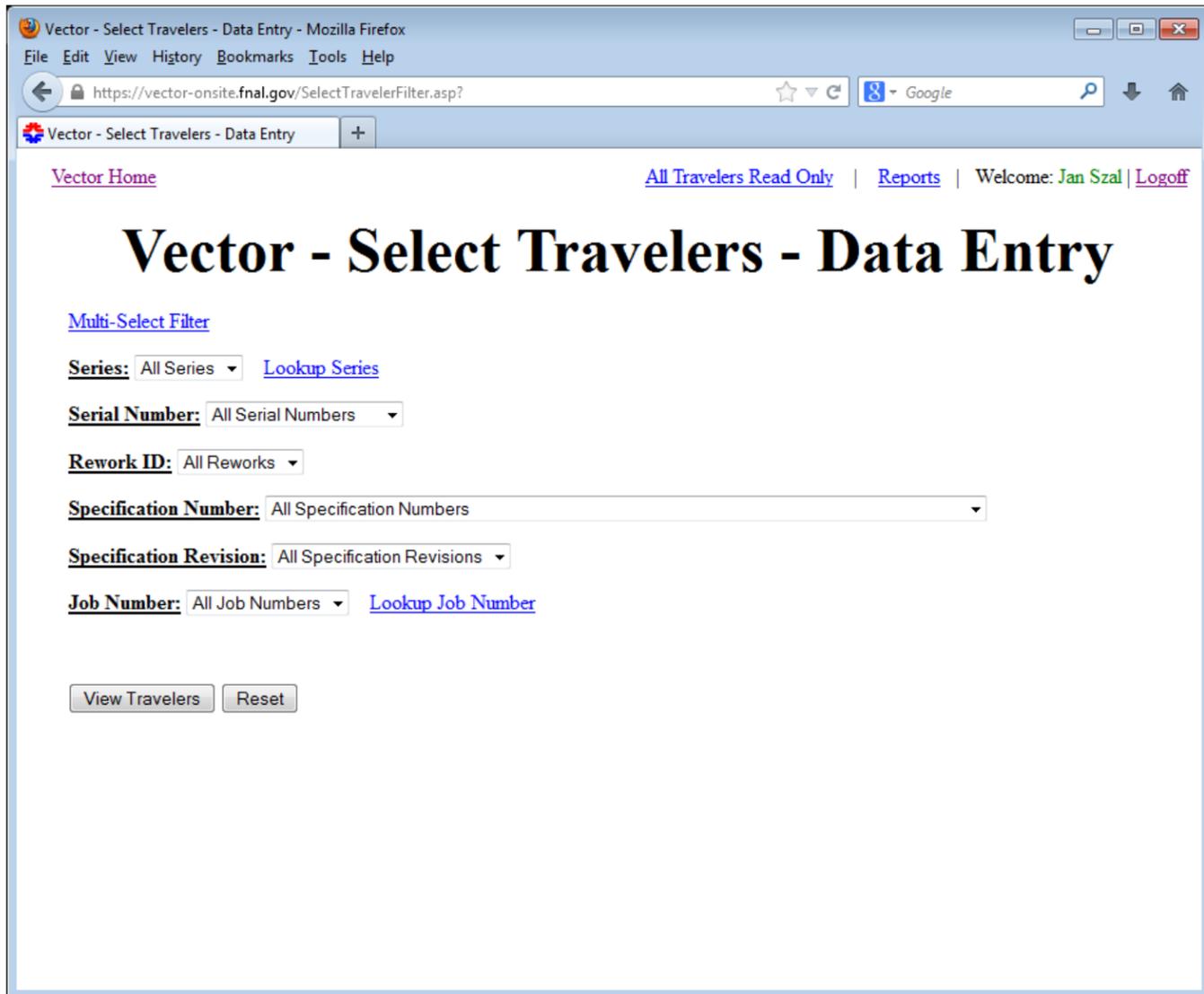


Click the “[Enter Data](#) ” link this will bring you to the login page. Enter your user name and password and click the Login button. You will be directed to the “**Vector - Select Travelers - Data Entry**” page.

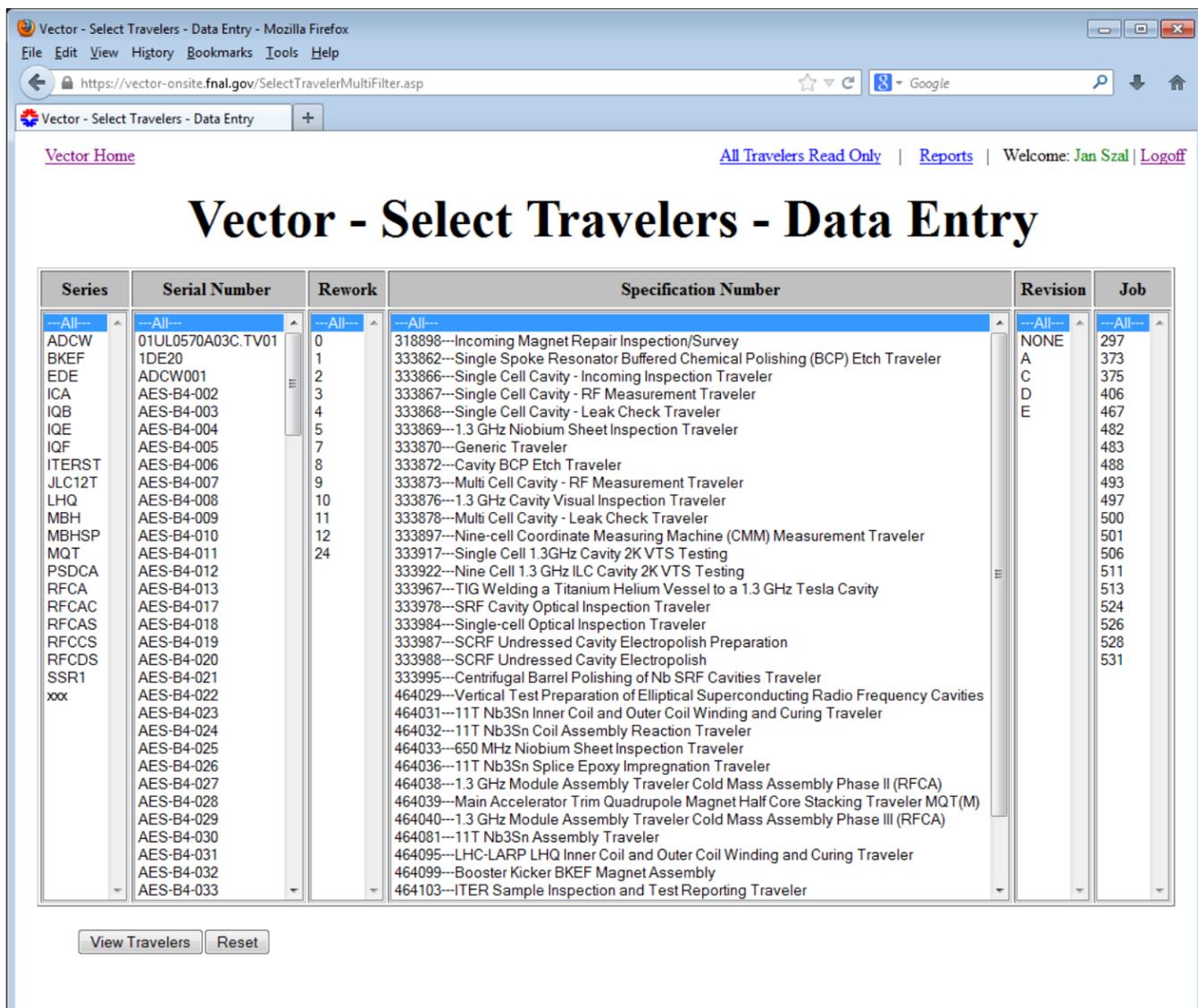


The “**Vector - Select Travelers - Data Entry**” page will display filter with keywords like “Series”, “Serial Number” and so on. This filter will allow you to limit the list of travelers displayed on next page. Every time the selection is made, the number of available selections in the combo boxes will decrease. Only one selection per keyword can be made using this filter. The “[Multi-Select Filter](#)” link provides the user with different filter page where multiple selections of the same keyword are possible. Make the desired selection and click “View Travelers” button. In this example “SSR1” Series was selected.

### Single-Select Filter



### Multi-Select Filter



After the filter selections are made and submitted the “**Vector - Select Travelers - Data Entry**” page will display list of available travelers for data entry. User is able to sort this list by clicking links in the column headers. To select the traveler for data entry, click the serial number link of desired traveler. In this example “S1H-NR-106-2 - 333862-NONE--Single Spoke Resonator Buffered Chemical Polishing (BCP) Etch Traveler” was selected.

Vector - Select Travelers - Data Entry

Vector Home | All Traveler Read Only | Data Entry - Home | Reports | Welcome: Jan Szal | Logoff

## Vector - Select Travelers - Data Entry

6 Records Found

<a href="#">Serial Number - ID</a>	<a href="#">Document Number - Revision - % Done</a>	<a href="#">Issue Date</a>
<a href="#">S1H-NR-106-2</a>	333862-NONE--Single Spoke Resonator Buffered Chemical Polishing (BCP) Etch Traveler--83/197 (42%) Done	5/4/2012 11:18:25 AM
<a href="#">S1H-NR-113-2</a>	333862-NONE--Single Spoke Resonator Buffered Chemical Polishing (BCP) Etch Traveler--83/197 (42%) Done	2/19/2013 1:53:37 PM
<a href="#">S1H-NR-110-3</a>	333862-NONE--Single Spoke Resonator Buffered Chemical Polishing (BCP) Etch Traveler--77/197 (39%) Done	3/12/2013 11:09:36 AM
<a href="#">S1H-NR-114-2</a>	333862-NONE--Single Spoke Resonator Buffered Chemical Polishing (BCP) Etch Traveler--81/197 (41%) Done	4/24/2013 4:06:07 PM
<a href="#">S1H-NR-112-2</a>	333862-NONE--Single Spoke Resonator Buffered Chemical Polishing (BCP) Etch Traveler--79/197 (40%) Done	4/29/2013 2:13:50 PM
<a href="#">S1H-NR-111-0</a>	464116-NONE--Vertical Test Preparation of Single Spoke Resonator Cavities--0/58 (0%) Done	5/22/2013 1:33:04 PM

Selected traveler will be displayed in new tab or window depending on your browser settings. All travelers follow the same step structure: there are major steps (e.g. 1.0) and sub steps (e.g. 1.1). The major steps contain sub steps and have “[Top](#)” hyperlink and “Submit” button next to them. Any “[Top](#)” hyperlink allows the user to get to the top of the page and any  button can be used to submit data entry. The sub steps contain instructions and “data buckets” which are used to collect data. Also, every sub step number is a hyperlink (e.g. [1.1](#)), this link can be used to access “**Traveler's Step Tools**”.

Vector - Data Entry for: S1H-NR-106-2---333862 Rev. NONE--- Single Spoke Resonator Buffered Chemical Polishing (BCP) Etch Traveler - Mozilla Firefox

Vector Home | Closeout Traveler | DSR | Reports | DRs (0) | Attachments (4) | Notes (0) | Welcome: Jan Szal | Logoff

## Single Spoke Resonator Buffered Chemical Polishing (BCP) Etch Traveler

333862 Rev. NONE

by Sherry Baketz

Series	Serial No.	Job No.	Task No.	Released By	Released Date	Status
<a href="#">SSR1</a>	S1H-NR-106-2	<a href="#">488</a>	18/18.11.7.2.1.1.1.2	Ryan Murphy	5/4/2012 11:18:25 AM	Open

[1.0 Abstract](#)  
[2.0 General Notes](#)  
[3.0 Cavity Etch](#)  
[4.0 Documentation Update](#)

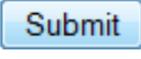
**1.0 Abstract** [Top](#)

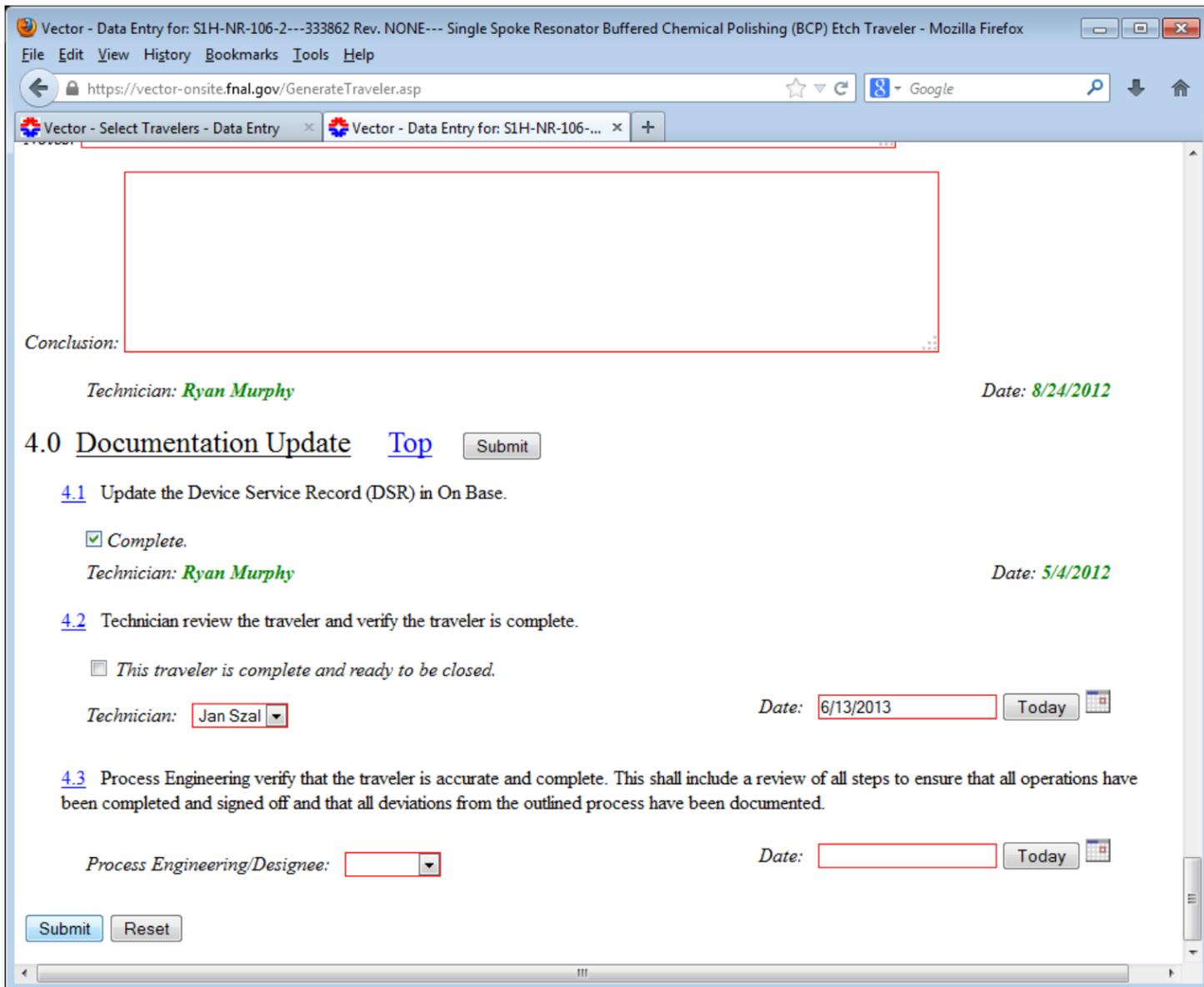
[1.1](#) This traveler shall be used during the Buffered Chemical Polishing (BCP) Etch process of Single Spoke Resonators.

**2.0 General Notes** [Top](#)

[2.1](#) Reference Drawing:

ME-439480 HINS - Front End SSR1 Single Spoke Resonator

Enter data and click any one of the  buttons.



Conclusion:

Technician: *Ryan Murphy* Date: *8/24/2012*

4.0 [Documentation Update](#) [Top](#)

4.1 Update the Device Service Record (DSR) in On Base.

Complete.

Technician: *Ryan Murphy* Date: *5/4/2012*

4.2 Technician review the traveler and verify the traveler is complete.

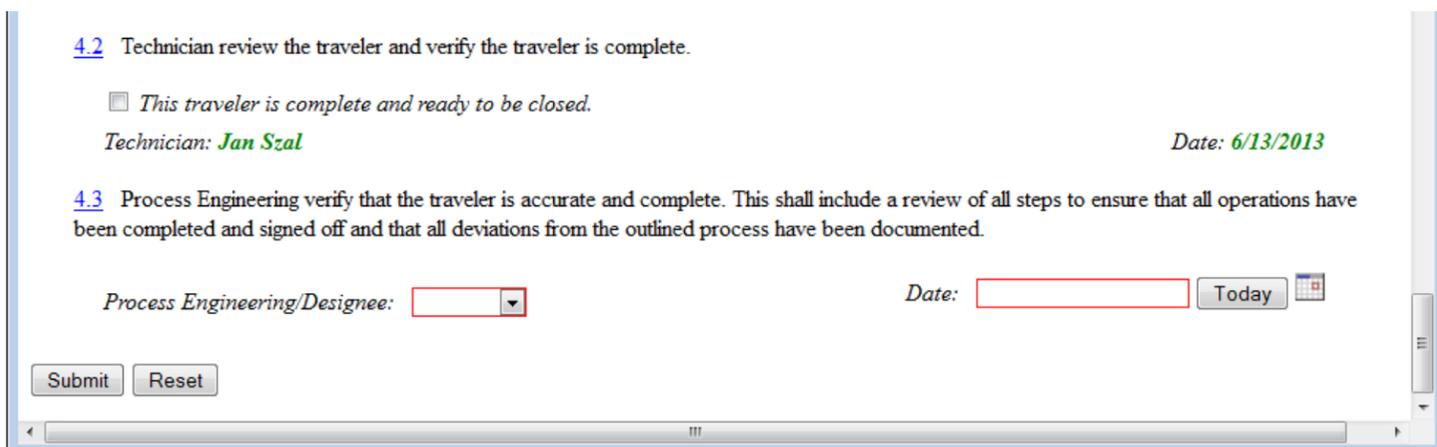
This traveler is complete and ready to be closed.

Technician:  Date:

4.3 Process Engineering verify that the traveler is accurate and complete. This shall include a review of all steps to ensure that all operations have been completed and signed off and that all deviations from the outlined process have been documented.

Process Engineering/Designee:  Date:

If the submit was successful, the entered data will display in green.



4.2 Technician review the traveler and verify the traveler is complete.

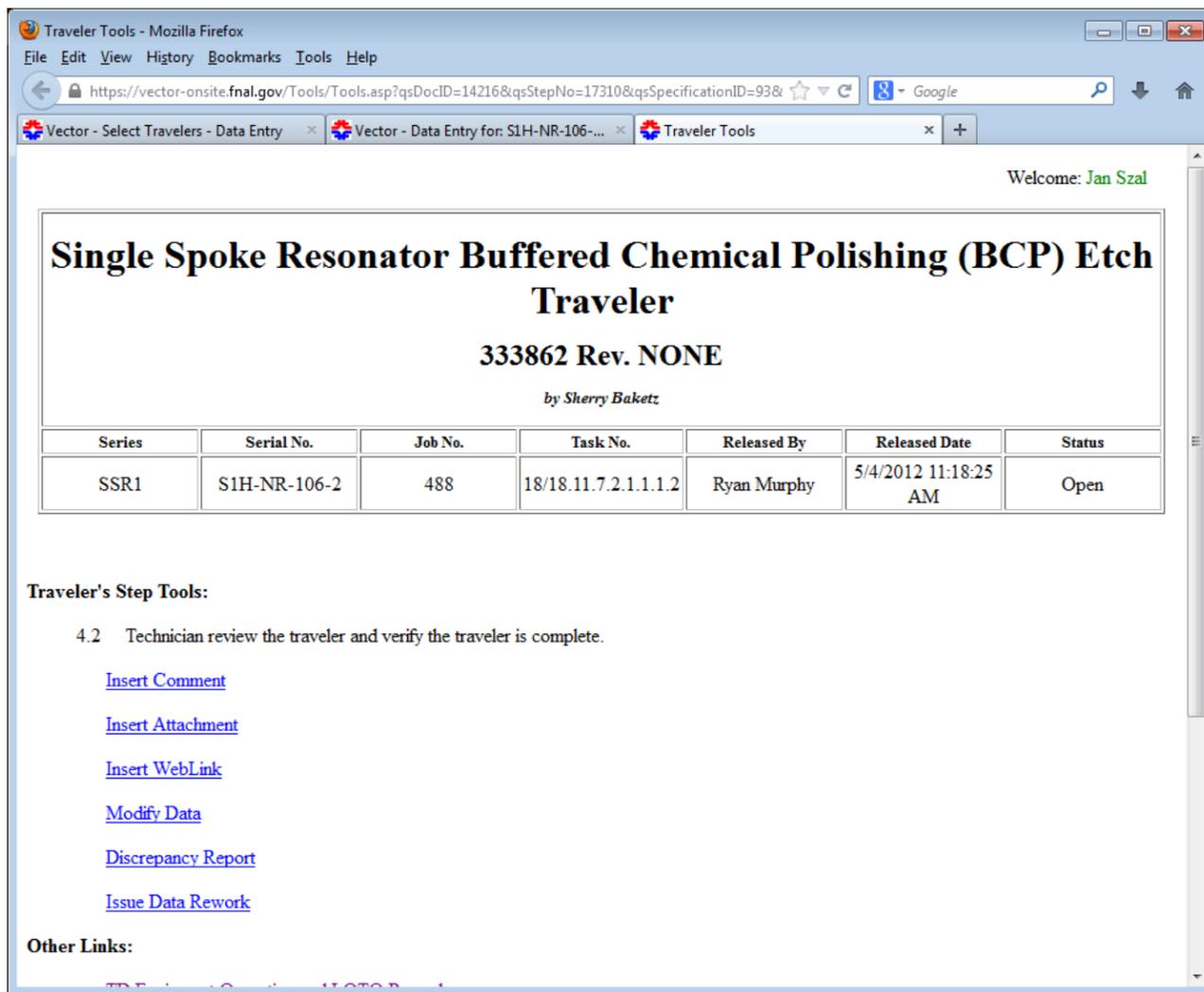
This traveler is complete and ready to be closed.

Technician: *Jan Szal* Date: *6/13/2013*

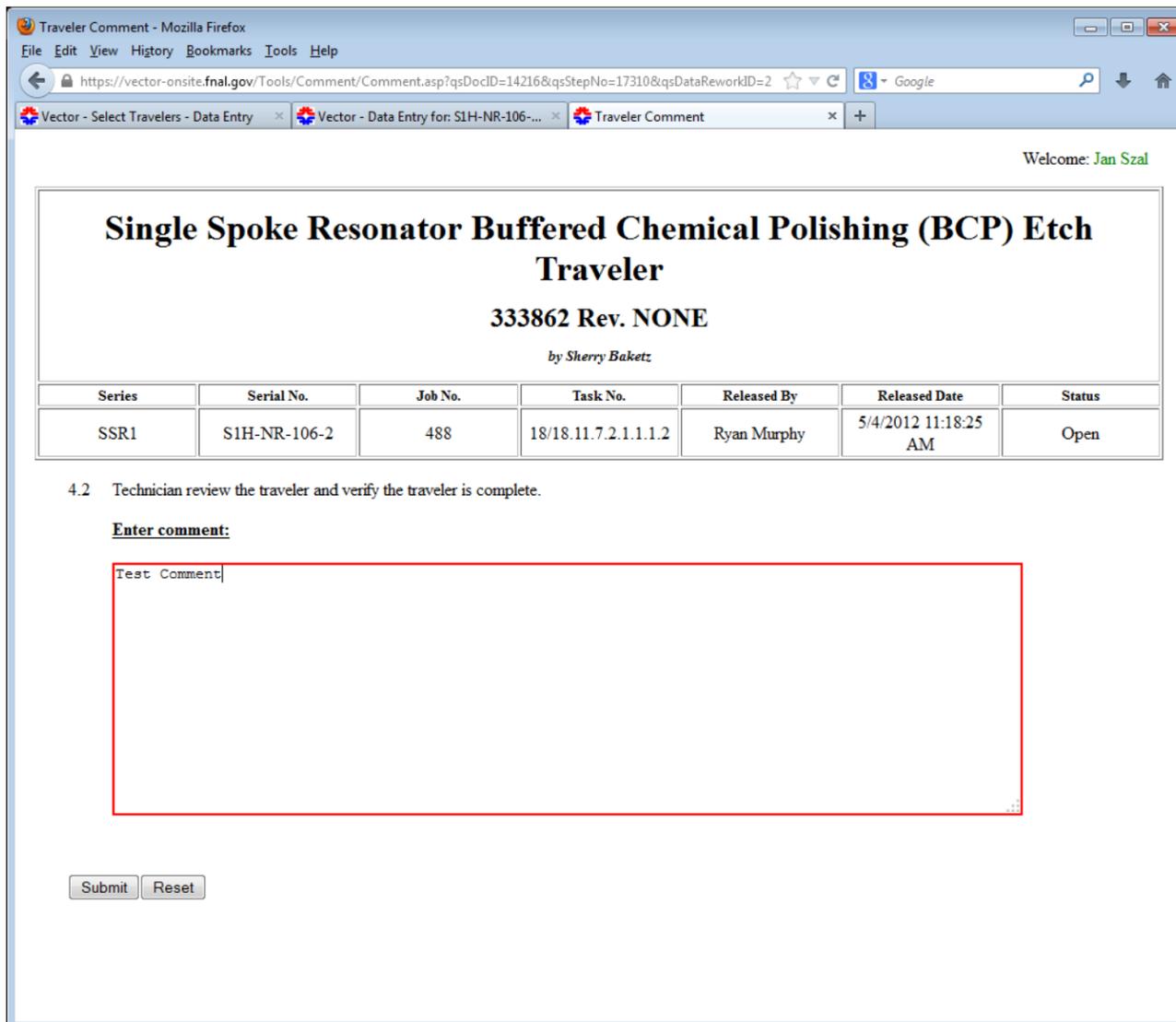
4.3 Process Engineering verify that the traveler is accurate and complete. This shall include a review of all steps to ensure that all operations have been completed and signed off and that all deviations from the outlined process have been documented.

Process Engineering/Designee:  Date:

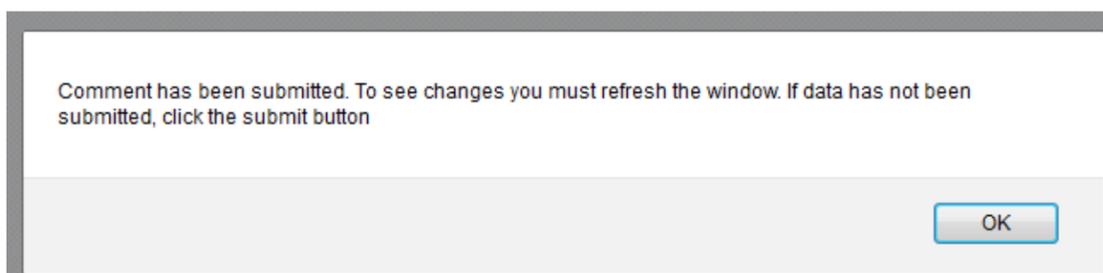
Use the “**Traveler's Step Tools**” to add ad hock comments, attachments and web links to selected sub step. Click on the sub step number hyperlink (e.g. [4.2](#)) and “**Traveler's Step Tools**” page will be displayed in new tab or window depending on your browser settings.

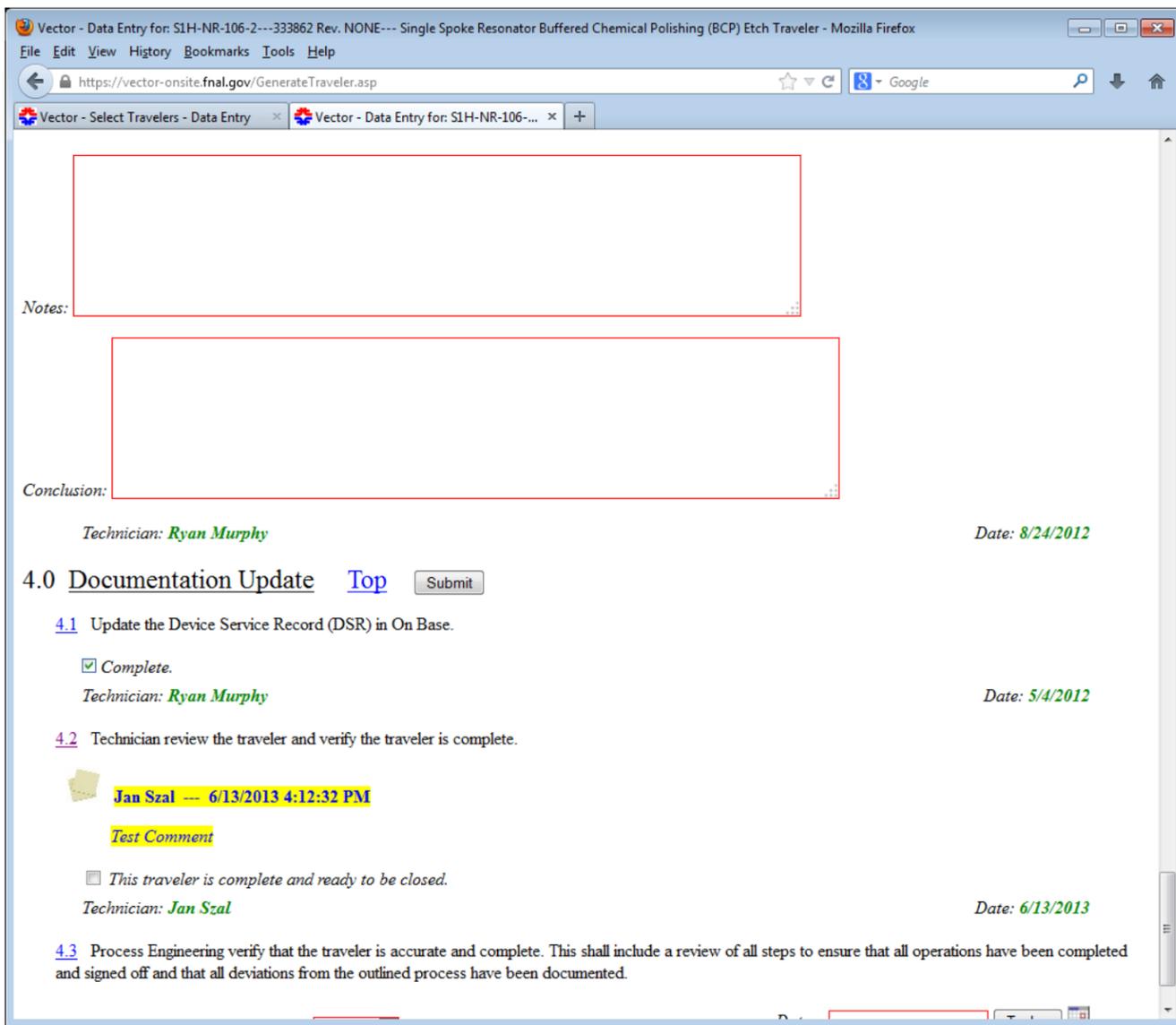


Click [Insert Comment](#) to add “Yellow Sticky Note” to the step.

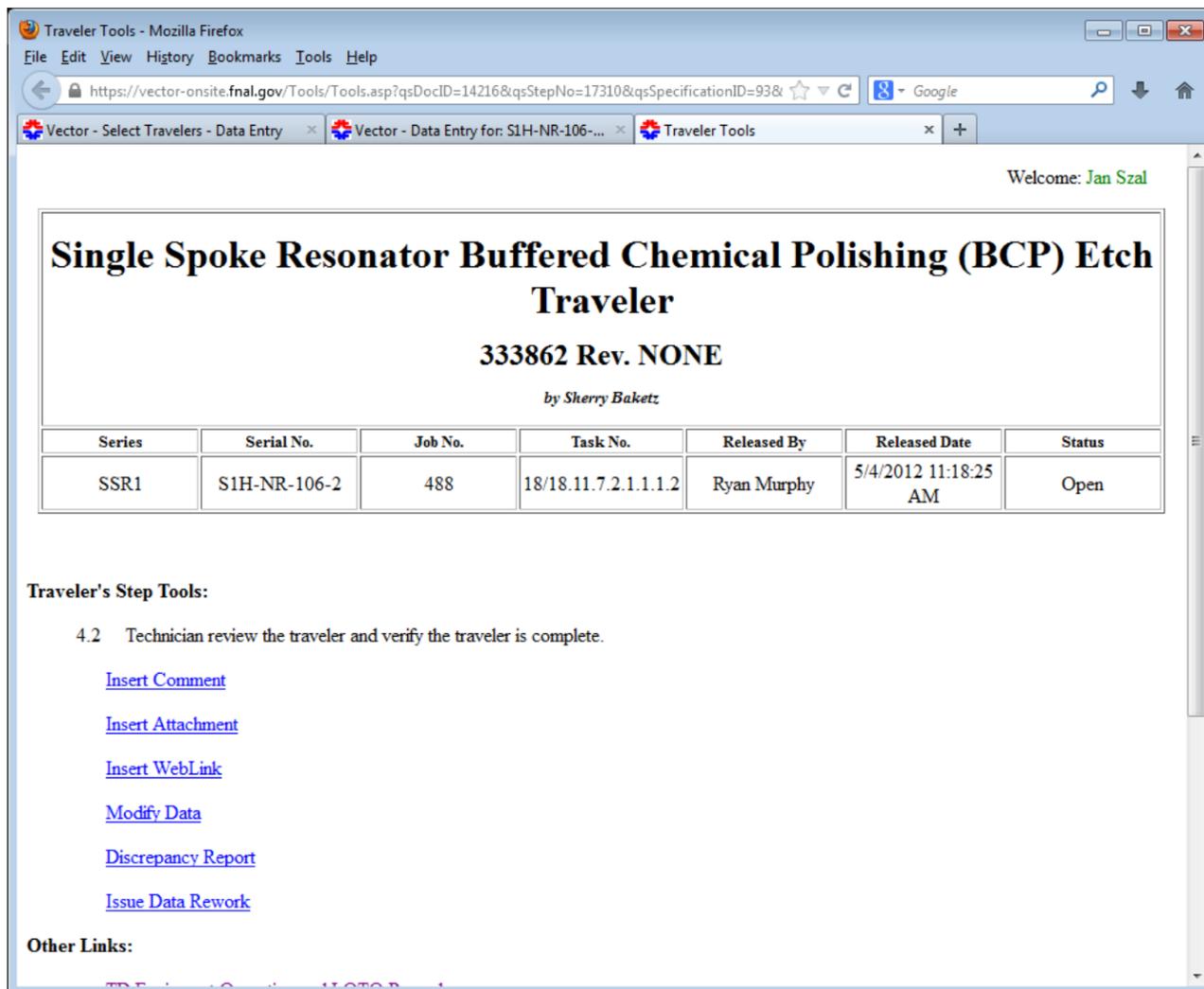


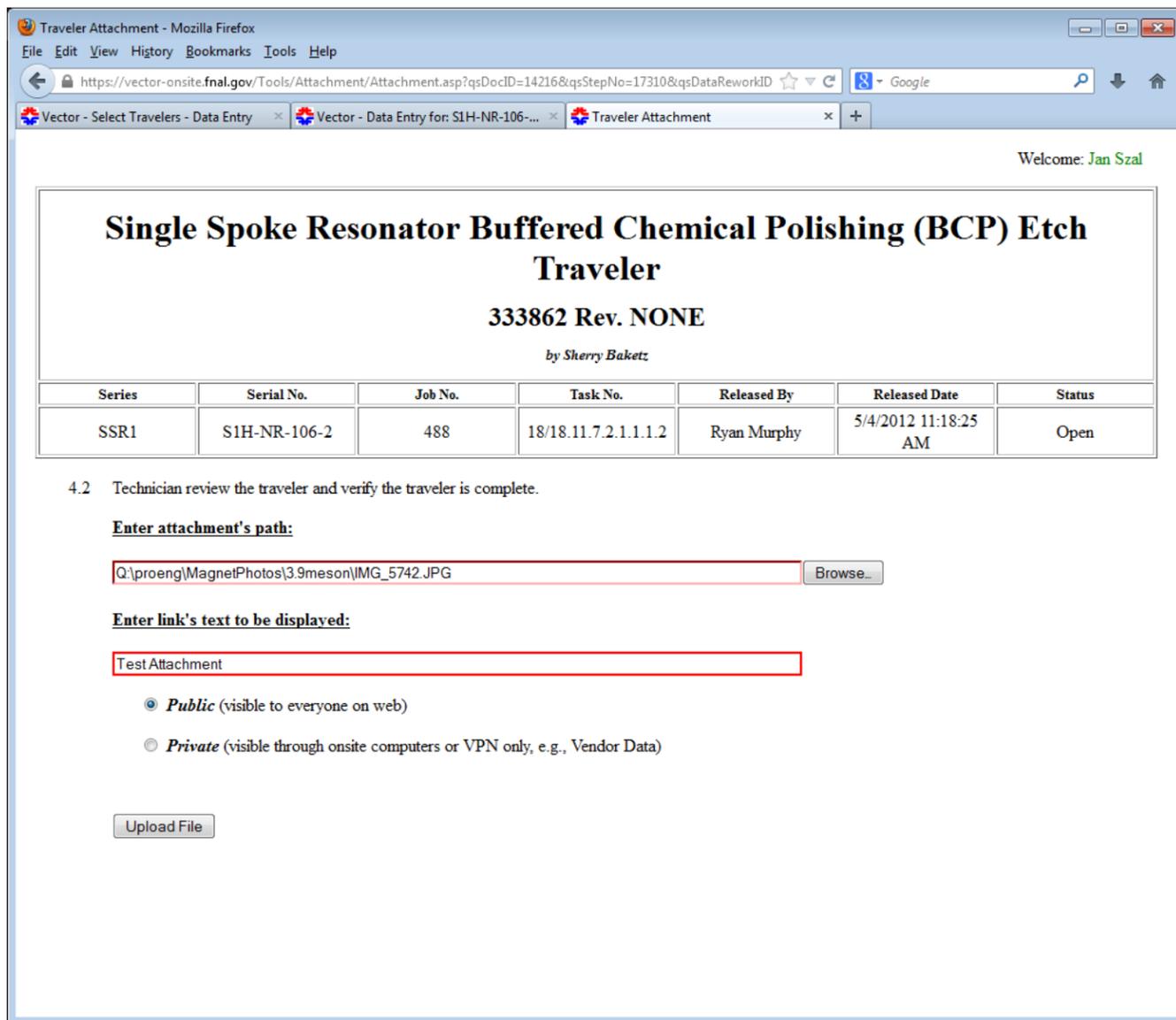
After submit the add comment page will close and message box will appear, you must refresh (F5) or click any of the [Submit](#) buttons on the original traveler page to be able to see the comment.



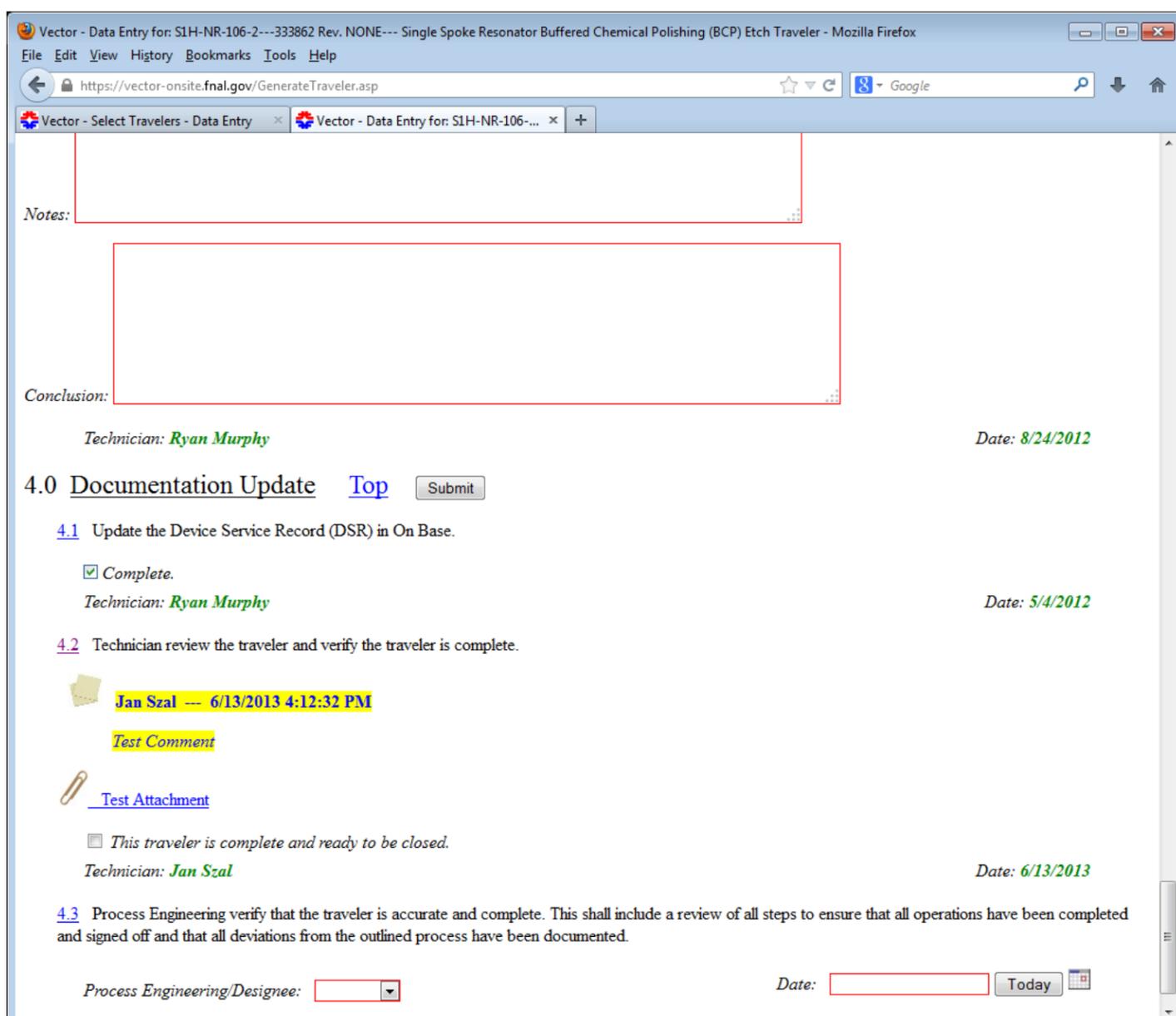
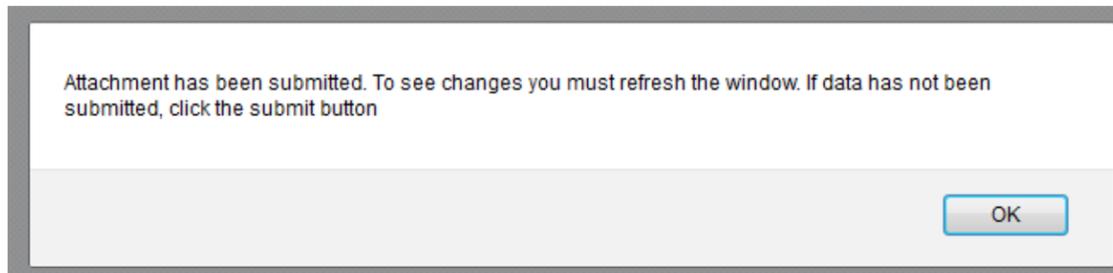


Click [Insert Attachment](#) to add any type of attachments (e.g. pictures, text documents, excel spreadsheets, PDFs, zip files...) to the step. There is no limit on the number of attachments that can be added to a step, however, you can add only one attachment at a time. Also, the attachment can be made “Public” (visible to everyone on web) or “Private” (visible through onsite computers or VPN only, e.g., vendor data). Use the “**Enter attachment's path:**”  button to select file and the “**Enter link's text to be displayed:**” to change the default hyperlink text “Link”.

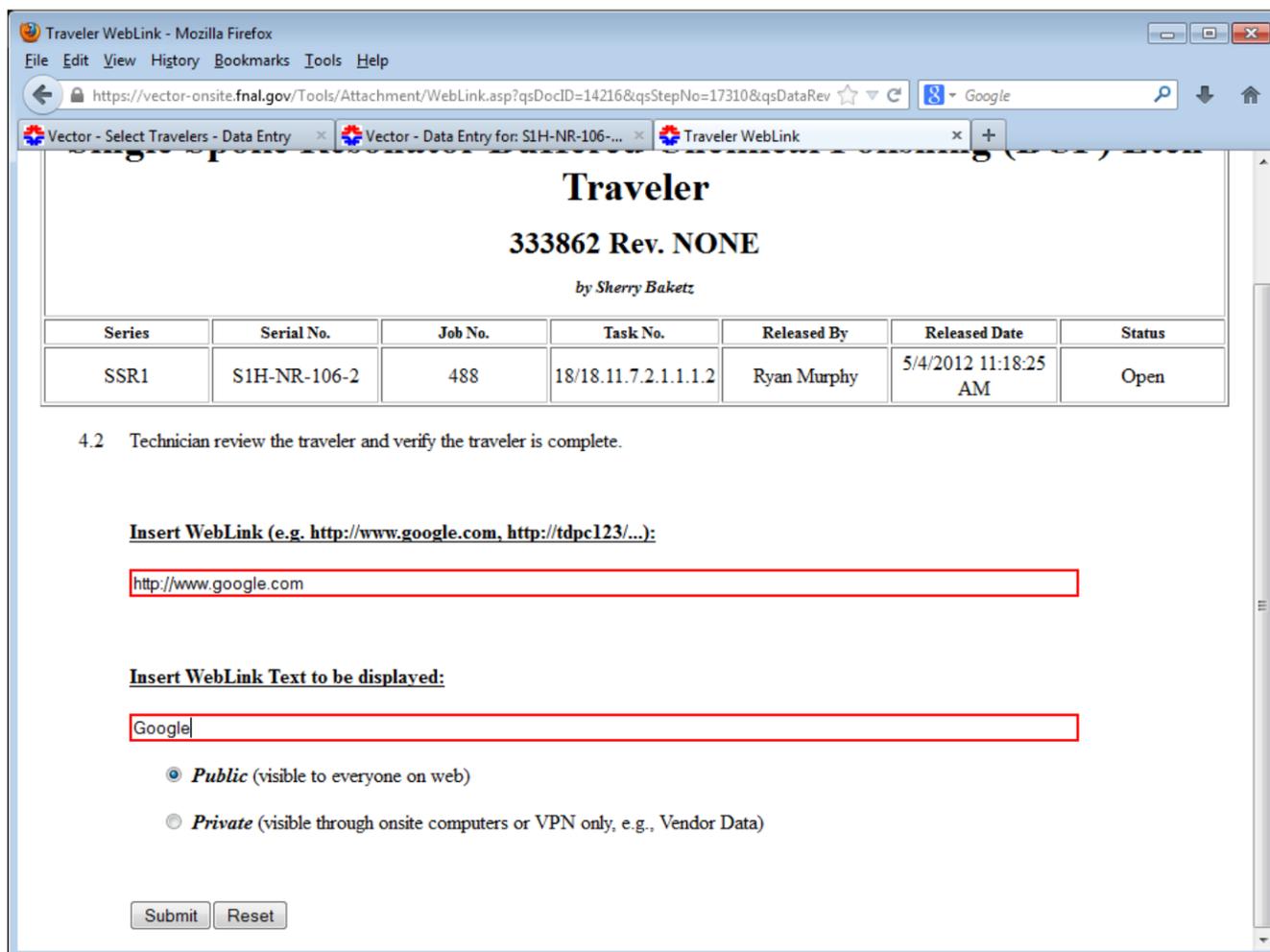
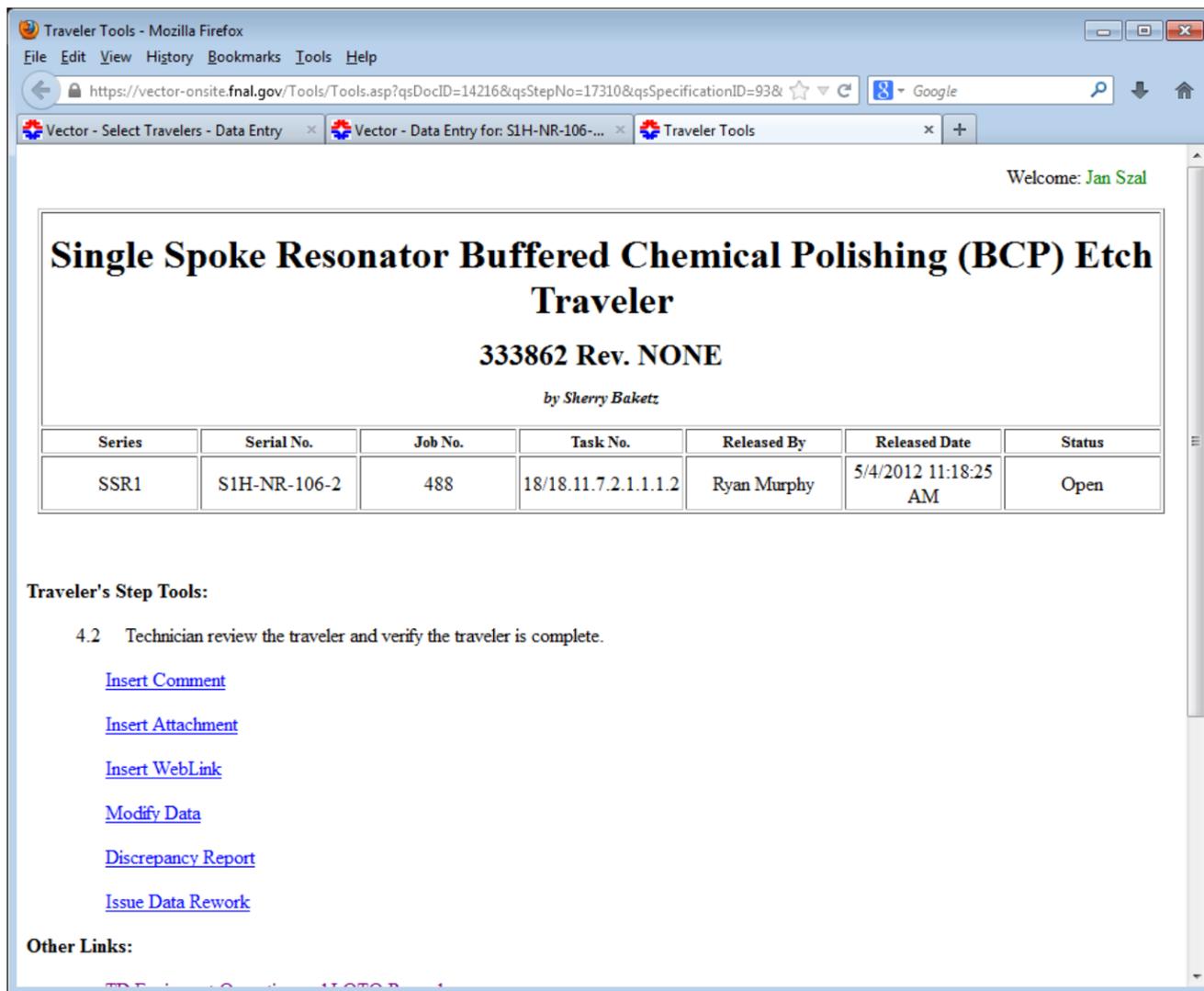




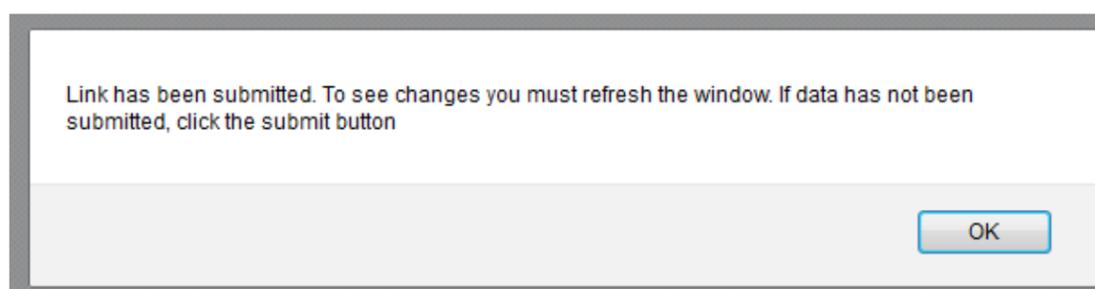
After submit the add attachment page will close and message box will appear, you must refresh (F5) or click any of the **Submit** buttons on the original traveler page to be able to see the attachment.



Click [Insert WebLink](#) to add direct link to a website or webpage (e.g. <http://www.google.com>, <http://tdpc123/...>) to the step. Make sure to follow the proper address format. There is no limit on the number of web links that can be added to a step, however, you can add only one WebLink at a time. Also, the WebLink can be made “Public” (visible to everyone on web) or “Private” (visible through onsite computers or VPN only, e.g., vendor data). Use the “**Insert WebLink:**” text box to enter the address and the “**Insert WebLink Text to be displayed:**” to change the default hyperlink text “Link”.



After submit the add WebLink page will close and message box will appear, you must refresh (F5) or click any of the [Submit](#) buttons on the original traveler page to be able to see the WebLink.



Vector - Data Entry for: S1H-NR-106-2---333862 Rev. NONE--- Single Spoke Resonator Buffered Chemical Polishing (BCP) Etch Traveler - Mozilla Firefox

File Edit View History Bookmarks Tools Help

https://vector-onsite.fnal.gov/GenerateTraveler.asp

Vector - Select Travelers - Data Entry x Vector - Data Entry for: S1H-NR-106-... x +

Technician: *Ryan Murphy* Date: 8/24/2012

#### 4.0 Documentation Update [Top](#)

[4.1](#) Update the Device Service Record (DSR) in On Base.

Complete.

Technician: *Ryan Murphy* Date: 5/4/2012

[4.2](#) Technician review the traveler and verify the traveler is complete.

 **Jan Szal --- 6/13/2013 4:12:32 PM**

[Test Comment](#)

 [Test Attachment](#)

 [Google](#)

This traveler is complete and ready to be closed.

Technician: *Jan Szal* Date: 6/13/2013

[4.3](#) Process Engineering verify that the traveler is accurate and complete. This shall include a review of all steps to ensure that all operations have been completed and signed off and that all deviations from the outlined process have been documented.

Process Engineering/Designee:  Date:  Today 

Links to summary of all traveler's attachments and "Yellow Sticky Notes" are listed at the top of the traveler's page.

Vector - Data Entry for: S1H-NR-106-2---333862 Rev. NONE--- Single Spoke Resonator Buffered Chemical Polishing (BCP) Etch Traveler - Mozilla Firefox

File Edit View History Bookmarks Tools Help

https://vector-onsite.fnal.gov/GenerateTraveler.asp

Vector - Select Travelers - Data Entry x Vector - Data Entry for: S1H-NR-106-... x +

[Vector Home](#) [Closeout Traveler](#) | [DSR](#) | [Reports](#) | DRs (0) [Attachments \(4\)](#) [Notes \(1\)](#) Welcome: *Jan Szal* | [Logoff](#)

## Single Spoke Resonator Buffered Chemical Polishing (BCP) Etch Traveler

### 333862 Rev. NONE

by *Sherry Baketz*

Series	Serial No.	Job No.	Task No.	Released By	Released Date	Status
<a href="#">SSR1</a>	S1H-NR-106-2	<a href="#">488</a>	18/18.11.7.2.1.1.1.2	Ryan Murphy	5/4/2012 11:18:25 AM	Open

[1.0 Abstract](#)

[2.0 General Notes](#)

[3.0 Cavity Etch](#)

[4.0 Documentation Update](#)

#### 1.0 Abstract [Top](#)

[1.1](#) This traveler shall be used during the Buffered Chemical Polishing (BCP) Etch process of Single Spoke Resonators.

#### 2.0 General Notes [Top](#)

[2.1](#) Reference Drawing:

[ME-439480](#) HINS - Front End SSR1 Single Spoke Resonator

[2.2](#) Electronically attach all appropriate memos, specific instructions, digital photographs, discrepancy reports and other documentation to this traveler.

[2.3](#) Adhere to the requirements in OP-333962 General Handling and Inter-Facility Transport of SSR1 Resonators when handling the cavity. Use the link below to access the procedure.

[General Cavity Procedures](#)

See [Modify Data](#) tutorial to learn how to modify or delete entered data.