

Weight Recertification Reminder

Each test weight has a specific date by which it must be sent for recalibration. No weighing tests are permitted with weights whose recalibration date has already elapsed because the precision of the balance is no longer guaranteed.

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Weight Recertification Reminder

Summary

Each test weight has a specific date by which it must be sent for recalibration. No weighing tests are permitted with weights whose recalibration date has already elapsed because the precision of the balance is no longer guaranteed.

Introduction

Would you like to ensure that tests can no longer be carried out using weights whose recalibration date has already elapsed?

With the aid of the SERVICE method, you are able to check, for example on a daily basis, the recalibration dates of the weights and tests that use invalid weights.

Proposed solution

We recommend the following settings in the balance menu for the Excellence Balance Line (the proposed settings are based on the English menu settings).

It is assumed, that you have already defined the test weights that need to be checked before placing them on the balance.

1. Defining the test sequence

First, create a new test sequence with the SERVICE method. The test sequences are in the following Adjust/Test menu:

Adjust/Test > [on Test Sequences... Define] > Test Sequences

Open a new test sequence by defining an unassigned test sequence.

Test Sequences > [Test Sequence 1... Define] > Test Sequence Setup

Test Sequence Setup

- Select a unique name. The selected name will appear later in the dialogs, in the report and also in the menus as a heading.
- It is recommended to choose "None" in the "Preparation Instructions" menu field, so that the test can run without the need for the user to perform any action, as long as no recalibration date is defined in the "Early Warning Alert".

Test Sequence	Setup
Service	Version 2
Name	Recalibration Check
Preparation Instructions	None
Method	SERVICE
Action if Failure	Attempts
Instructions If Failure	Standard
Code to Unblock	123456
Entry in GWP History	Yes
[ok]	

2. Defining the method

In the test sequence, the SERVICE method is selected as the method.

Test Sequence 1 > [Method... Define] > [SERVICE... Define]

The SERVICE method has several status and it is essential to define these now.

Select the status "Weight Cal." now and deactivate all other status that are possibly still active.

Service Setup > [Status... Define]

Back in the SERVICE Setup menu, define the "Early Warning Alert" by entering 14 days.

Service Setup > [Early Warning Alert... 14 Days]

3. Defining additional test sequence parameters

Now that the method has been defined, go back to the Test Sequence menu.

Method SERVICE [ok] > Method [ok] > Test Sequence Setup

Test Sequence Setup

- Under "Action if Failure" you must define the following menu item under "Attempts":
 - Until Passed
- Under "Instructions if Failure" selecting "Standard" provides the user with helpful troubleshooting measures in the event of an error. These measures correspond to the standard instructions usually detailed in an SOP.
- Under "Code to Unblock" there is the option to assign a release code for the test sequence. (Note: It is advisable to lock the system menu for the operator).
- For complete traceability of the measurement results, you must select "Yes" for the "Entry in GWP History" menu option.

Test Sequence	Setup
SERVICE	Version 2
Name	Recalibration Check
Preparation Instructions	None
Method	SERVICE
Action if Failure	Attempts
Instructions If Failure	Standard
Code to Unblock	123456
Entry in GWP History	Yes
[ok]	

4. Defining the task

After the test sequence has been set up, you must then define the tasks. To do this, change over to the "Tasks" sub-menu:

Adjust/Test > [Tasks ... Define]

To perform the test sequence automatically on a daily basis, you must then define the task. To do this, open an unassigned task:

Tasks > [Task 1 ...] > [On ... Manual] > Task Setup

Task Setup

- Assign the test sequence you have created to the task.
- Change the "Starting Method" to "Interval":
 - Set the interval start time to 8:00, for example.
 - Select 1 day as Interval.
- With "Defined Days", you can define any exceptions for the daily call-up. Ensure that all days are selected here, except "Saturday" and "Sunday".
- With "Defined Users" you can define any exceptions for the users. Ensure that all users are selected here.

Task 1	Setup
Test Sequence	Recalibration Check
Starting Method	Interval
Defined Days	Define
Defined Users	Define
[ok]	

Save your settings and exit the system menu:

Task 01 [ok] > Tasks [ok] > Adjust/Test [ok] > Exit

You are now back in weighing mode.

Each weekday at 08:00, the test sequence will be performed. The user will be notified if the recalibration date of any registered weight becomes due within the following 14 days. If no recalibration is due, the test will be performed without requiring any input from the user and will therefore pass unnoticed.

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