

# USER'S GUIDE FOR THE NASA PROPERTY SCREENING

Release 4.0

NPDMS-UG-13

PrISMS Contract

June 2003



National Aeronautics and  
Space Administration

**George C. Marshall Space Flight Center**  
Huntsville, AL 35812

**USER'S GUIDE FOR NASA PROPERTY SCREENING  
RELEASE 4.0**

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**NATIONAL AERONAUTICS AND SPACE ADMINISTRATION  
GEORGE C. MARSHALL SPACE FLIGHT CENTER  
HUNTSVILLE, ALABAMA**

**June 2003**

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RELEASE 4.0**

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**NATIONAL AERONAUTICS AND SPACE ADMINISTRATION  
GEORGE C. MARSHALL SPACE FLIGHT CENTER  
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**June 2003**

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## **1. GENERAL FRAMEWORK**

### **1.1 PURPOSE**

The purpose of the NASA Property Screening is to allow a user to view excess equipment via a web page. The data to support this web page is maintained in the NPDMS Centralize database through mainframe NPDMS processing.

This User's Guide is prepared for both the users and Automated Data Processing (ADP) personnel. Information described in the User's Guide will give a general picture of the system and allow easier access to the NASA Property Screening for the users or ADP personnel.

### **1.2 ACCESSIBILITY**

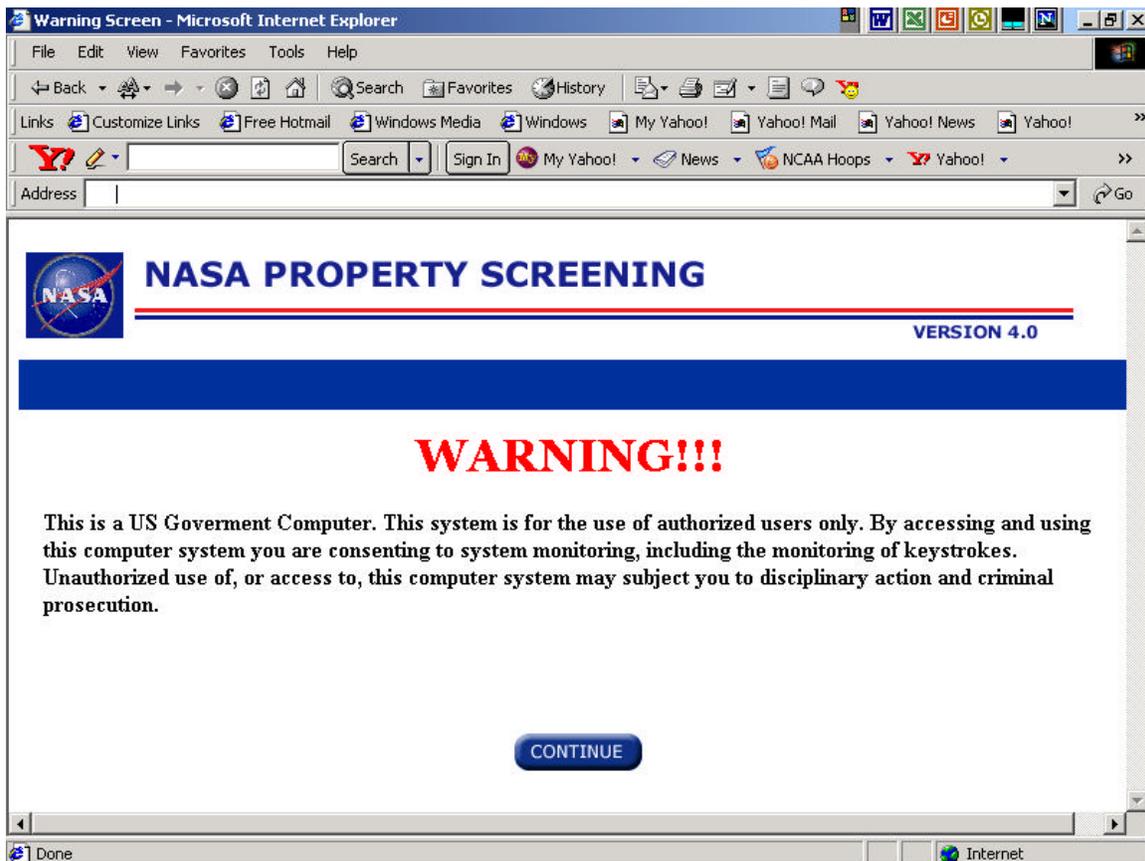
Users can access the NASA Property Screening from the Sustaining Engineering Support for Agencywide Administrative Systems (SESAAS) home page under NPDMS:

<http://www.msfc.nasa.gov:80/sesaas/npdms/>

## 2. NASA PROPERTY SCREENING PROCESSING

### 2.1 WARNING SCREENS

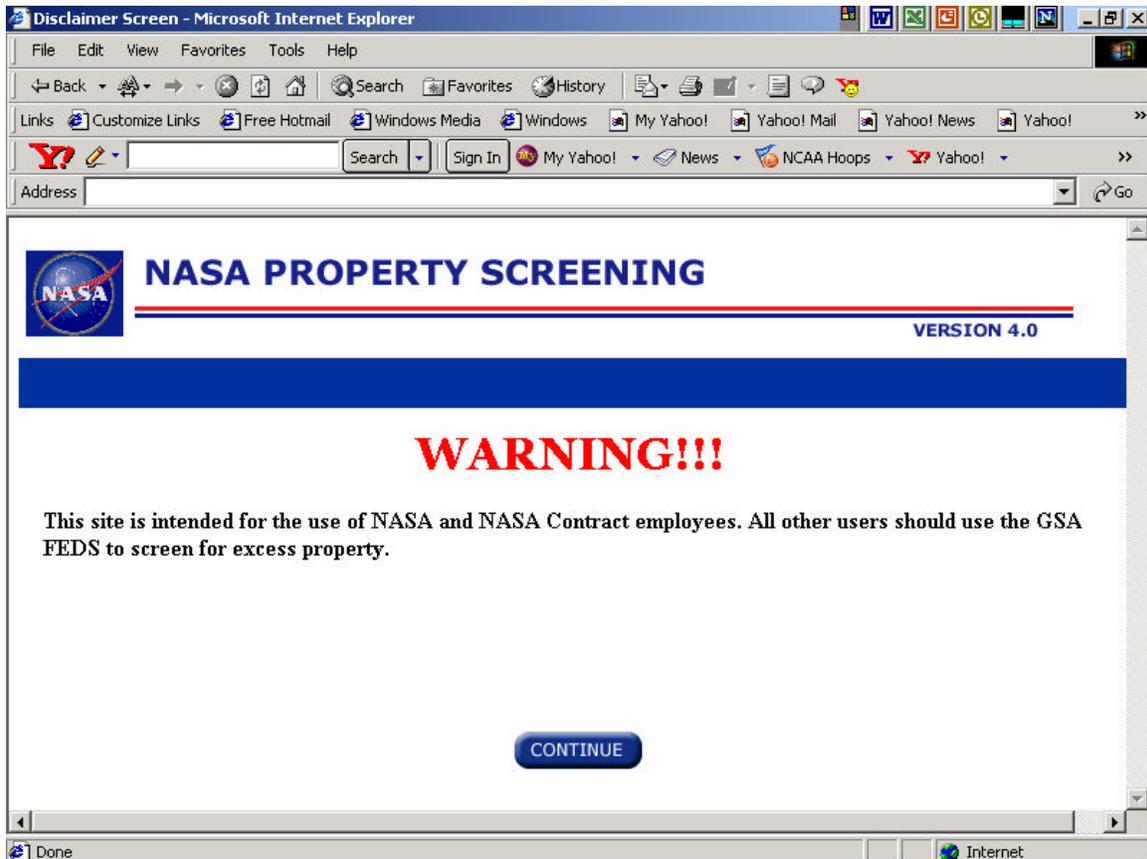
Upon invoking the NASA Property Screening application, the Logon Warning screen appears (as shown below). This screen is displayed to warn unauthorized users of disciplinary action and criminal prosecution. The required action is to either click on the Continue button or exit the browser.



### INPUT DATA

- Click the **CONTINUE** button.      Another warning screen is displayed.
- Exit browser      Exits NASA Property Screening

When the Continue button is clicked, the Disclaimer Warning screen appears (as shown below). This screen is displayed to warn that this site is for NASA and NASA Contract employees only. The required action is to either click on the Continue button or exit the browser.

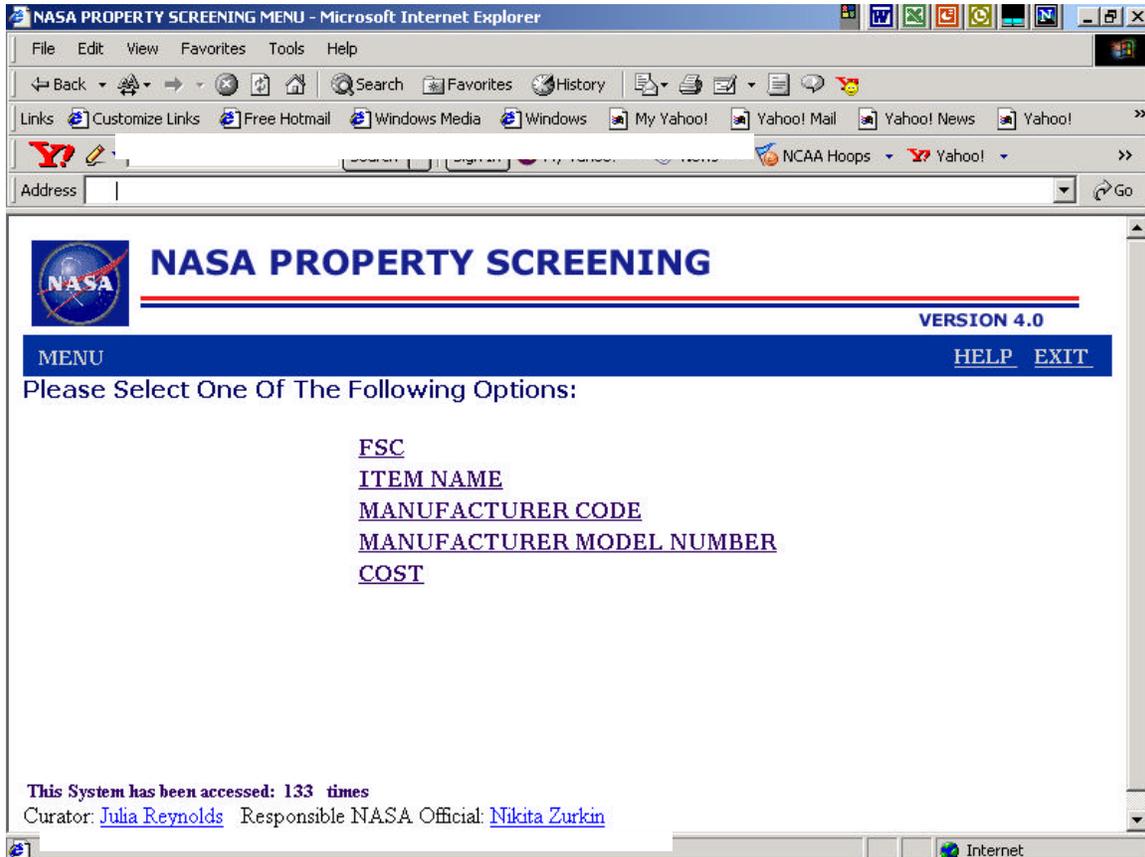


## INPUT DATA

- Click the **CONTINUE** button. NASA Property Screening Menu is displayed.
- Exit browser Exits NASA Property Screening

## 2.2 NASA PROPERTY SCREENING MENU

The NASA Property Screening Menu (as shown below) displays the available options to select equipment. The options include listing equipment by Federal Supply Classification (FSC), Item Name, Manufacturer Code, Manufacturer Model Number, and Cost.

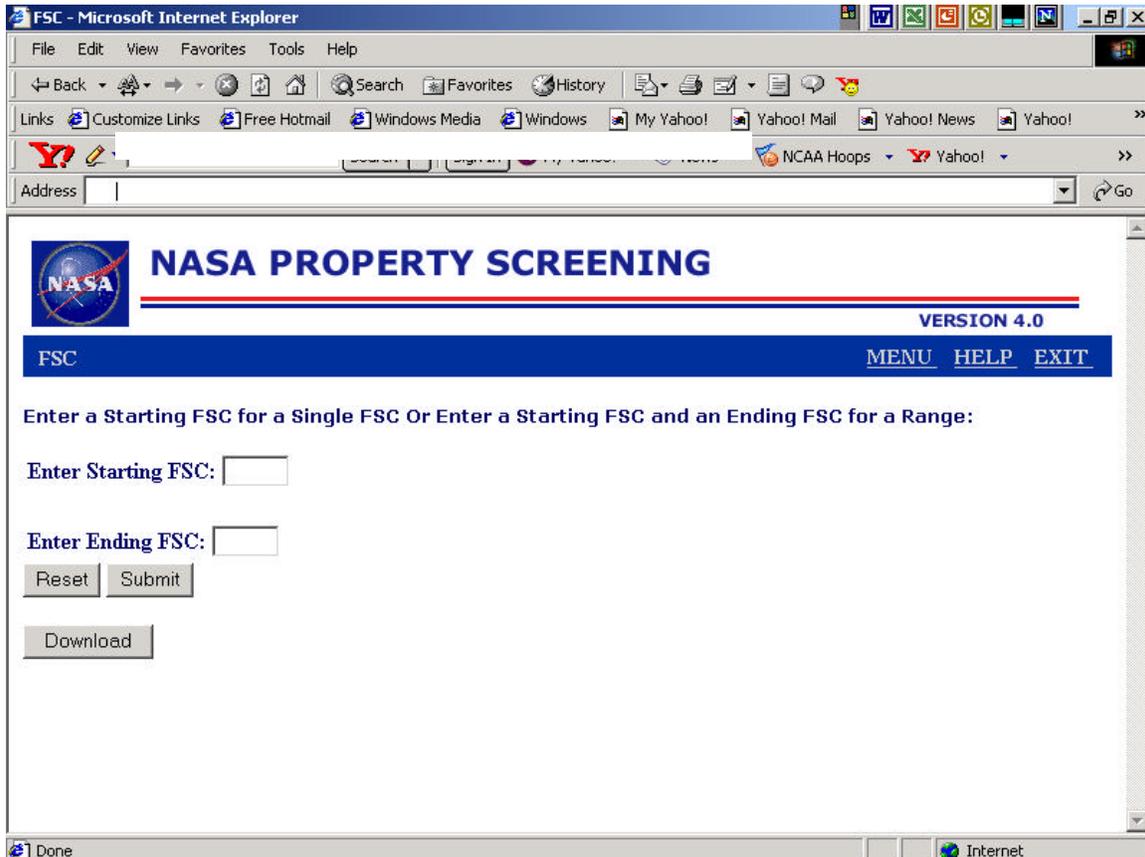


### INPUT DATA

- Click on one of the following options:
  - **FSC**
  - **Item Name**
  - **Manufacturer Code**
  - **Manufacturer Model Number**
  - **Cost**

### 2.2.1 FSC

Select FSC on the NASA Property Screening Menu to display a screen that allows the user to enter a single FSC or a range of FSCs.

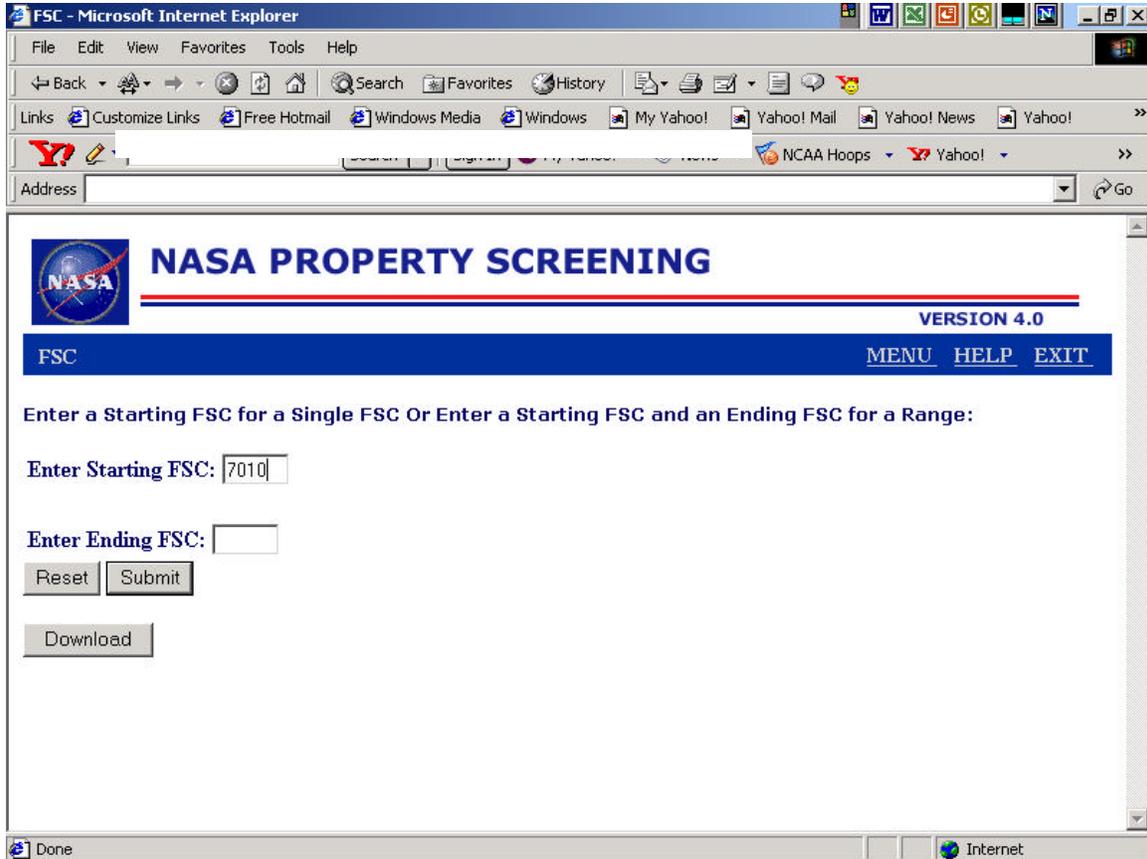


#### INPUT DATA

- Starting FSC  
Required  
Must be entered for single FSC or range of FSCs
- Ending FSC  
Optional  
Must be entered for the ending value in the range of FSCs
- Click **Reset** button.  
This button will clear the values entered in the Starting FSC and Ending FSC fields.
- Click **Submit** button.  
The list of equipment for the FSC(s) will be displayed.
- Click **Download** button.  
A dialog box for downloading the selected FSC(s) is displayed.

### 2.2.1.1 FSC – Submit Single FSC

Enter a FSC in the Starting FSC field to display equipment for that FSC.



#### INPUT DATA

- Starting FSC Must be a valid FSC
- Click **Submit** button.



### 2.2.1.2.1 FSC - Equipment List

The Case Number, Item ID, Item Name, Manufacturer Code, Model Number, and Condition Code for each piece of equipment that matches the selected FSC(s) will be displayed. Click on the **DETAIL/FROZEN** or **DETAIL** button for more detail about the specific piece of equipment.

The screenshot shows a Microsoft Internet Explorer browser window displaying the NASA Property Screening application. The page title is "NASA PROPERTY LIST OF EQUIP - Microsoft Internet Explorer". The browser's address bar is empty. The main content area features the NASA logo and the text "NASA PROPERTY SCREENING" in large blue letters. Below this, it says "VERSION 4.0" and "PROPERTY LIST" with navigation links for "MENU", "HELP", and "EXIT". A status bar indicates "Records Selected 00168".

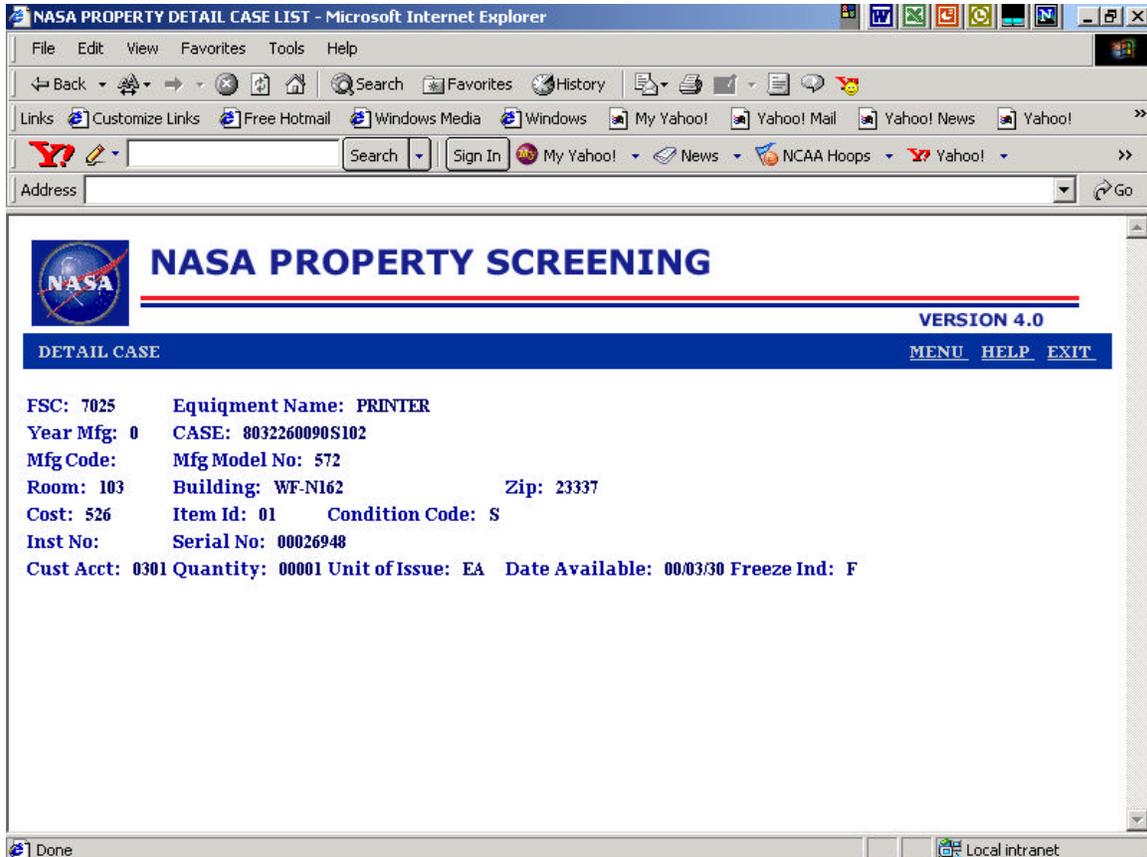
CASE NMBR	ITEM ID	ITEM NAME	MANUFACTURER CODE	MODEL NUMBER	CONDITION CODE	
8032262278S035	01	PORT REPLICATOR		NBKU370	4	<input type="button" value="Detail"/>
8032262278S036	01	PORT REPLICATOR		NBKU370	4	<input type="button" value="Detail"/>
8032262278S037	01	PORT REPLICATOR		NBKU370	4	<input type="button" value="Detail"/>
8032262278S038	01	PORT REPLICATOR		NBKU370	4	<input type="button" value="Detail"/>

### INPUT DATA

- Click **Detail** button.

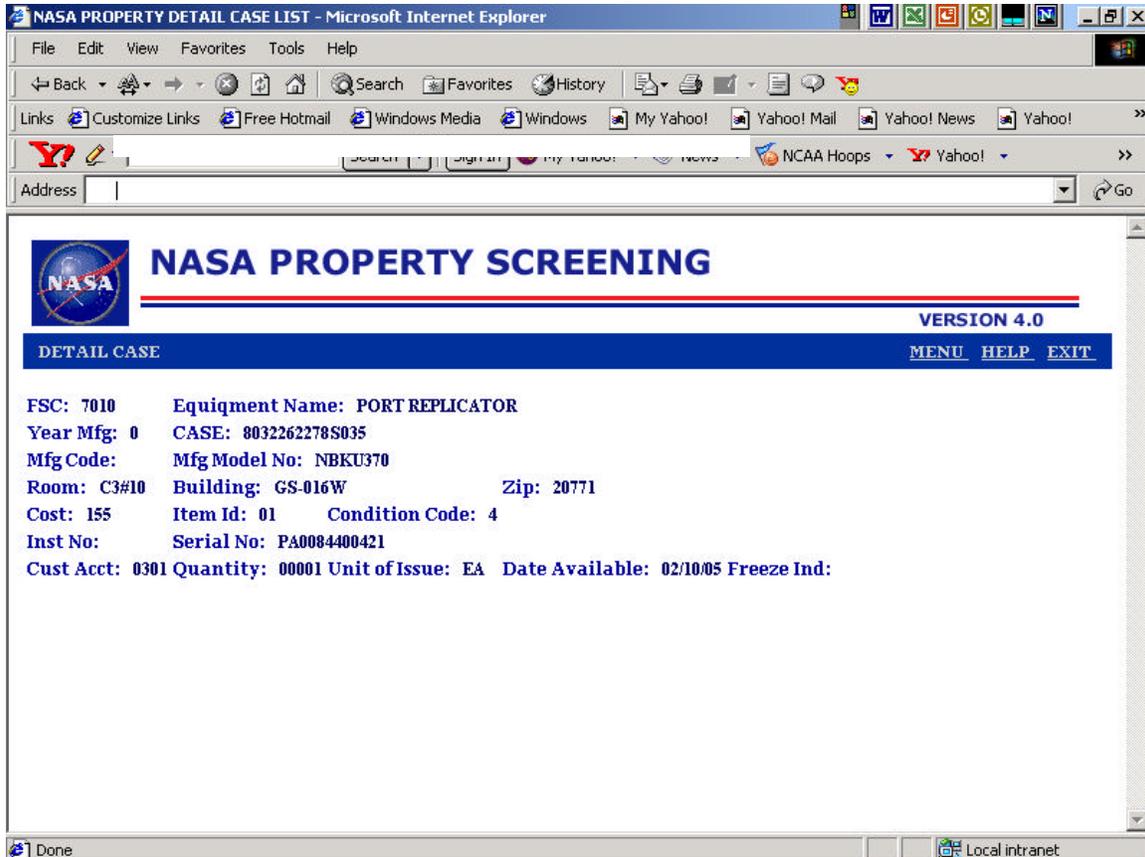
### 2.2.1.2.1.1 FSC – Equipment List – Frozen

The following are the fields displayed for the equipment frozen: FSC, Equipment Name, Year Manufactured, Case Number, Manufacturer Code, Manufacturer Model Number, Room, Building Number, Zip Code, Cost, Item ID, Condition Code, Installation Number, Serial Number, Custodian Account, Quantity, Unit of Issue, Date Available, and Freeze Indicator.



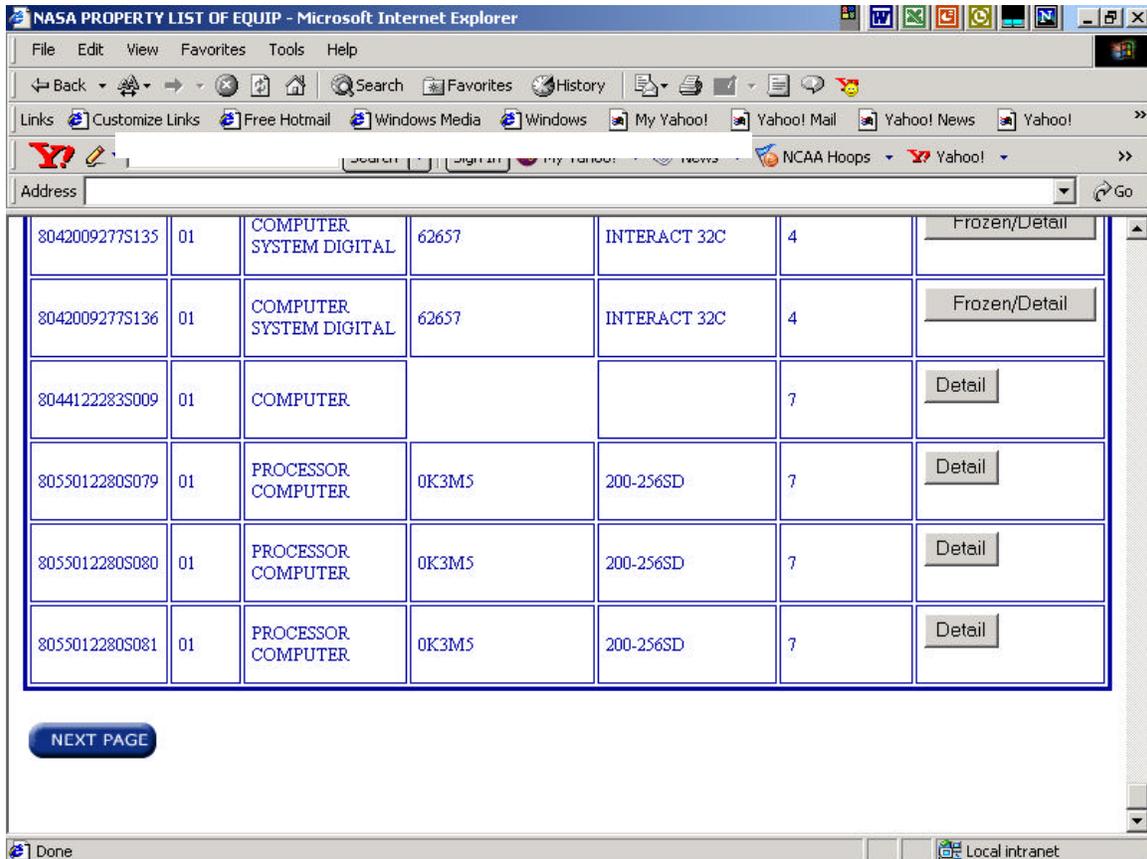
### 2.2.1.2.1.2 FSC - Equipment List – Detail

The following are the fields displayed for the equipment detail: FSC, Equipment Name, Year Manufactured, Case Number, Manufacturer Code, Manufacturer Model Number, Room, Building Number, Zip Code, Cost, Item Id, Condition Code, Installation Number, Serial Number, Custodian Account, Quantity, Unit of Issue, Date Available, and Freeze Indicator.



## FSC - Equipment List – Next Page

Scroll to the bottom of the page. If more than 169 pieces of equipment meet the selection criteria, then the NEXT PAGE button will be displayed at the end of the equipment list. By clicking the NEXT PAGE button, the user can display the next page of equipment starting with the next ECN.



### INPUT DATA

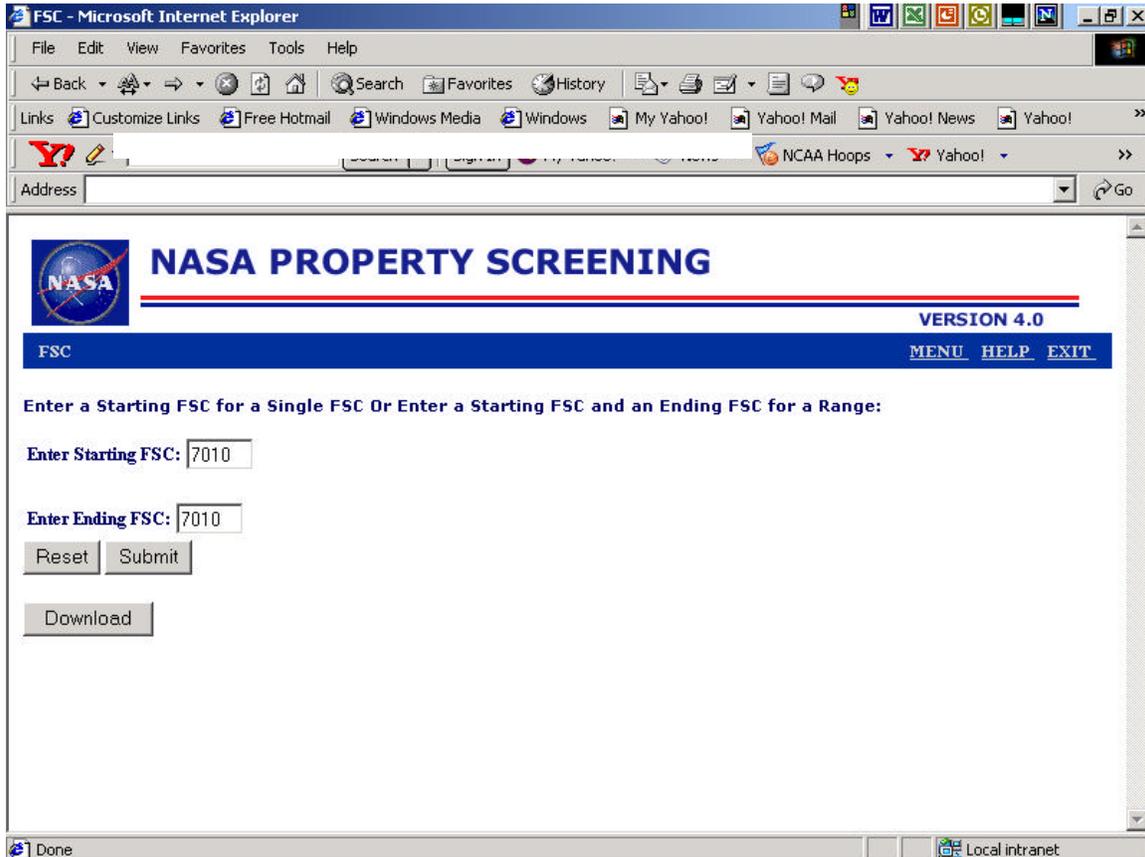
- Click **NEXT PAGE** button. The next page of equipment is displayed.

When all the equipment has been displayed, the NEXT PAGE button will disappear.

8055012280S082	01	PROCESSOR COMPUTER	OK3M5	200-256SD	7	
8074022345S067	01	POWER SUPPLY UNINTERRUPTIBLE		SMART UPS 900	4	Frozen/Detail
8074022345S068	01	POWER SUPPLY UNINTERRUPTIBLE		SMART UPS 900	4	Frozen/Detail
8074022345S069	01	POWER SUPPLY UNINTERRUPTIBLE		SMART UPS 900	4	Frozen/Detail
8074022345S070	01	BACKUP-UPS SYSTEM		BC-1200A LAN	4	Frozen/Detail
8074022345S071	01	BACKUP-UNINTERRUPTIBLE POWER SUPPLY		520ES	4	Frozen/Detail
8091012100S002	01	VIDEO MONITOR		0MC6013	7	Detail

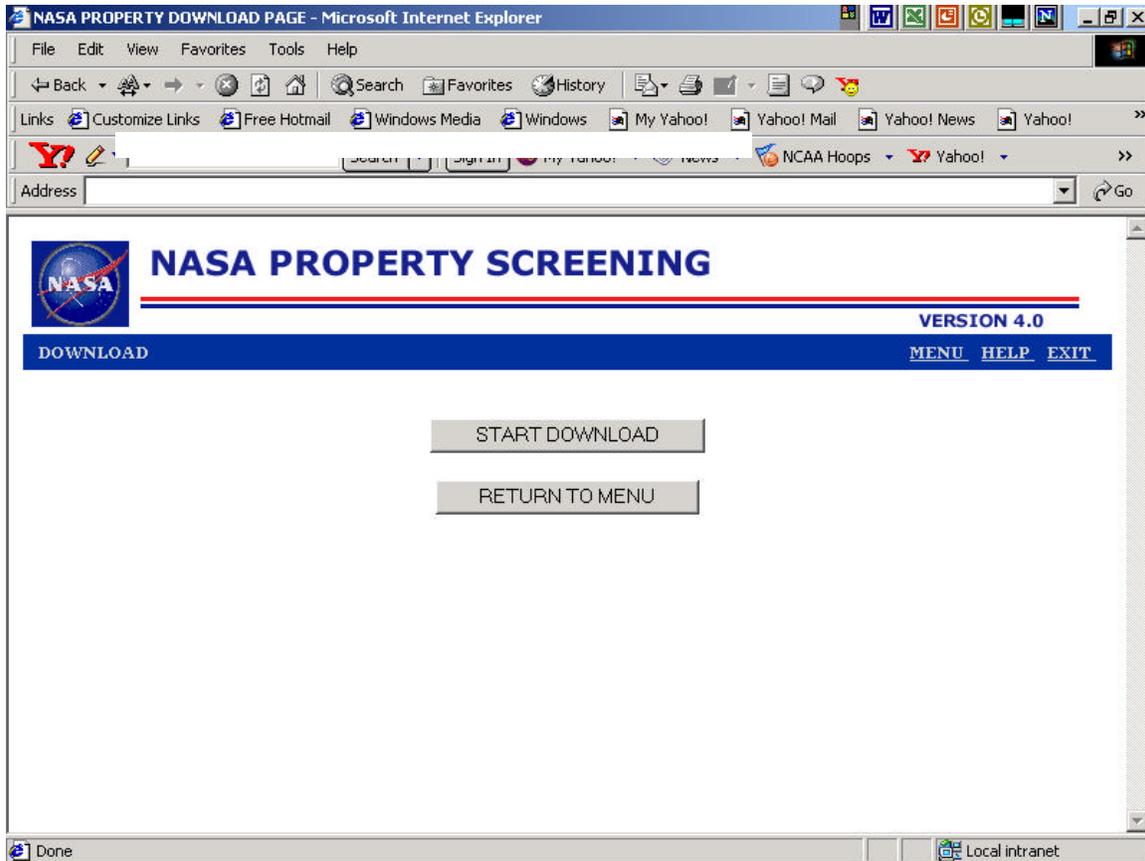
### 2.2.1.2.2 FSC - Download

Clicking on the DOWNLOAD button will allow a user to download the selected equipment.



#### INPUT DATA

- Starting FSC  
Required  
Must be entered for single FSC or range of FSCs
- Ending FSC  
Optional  
Must be entered for the ending value in the range of FSCs
- Click **Download** button.



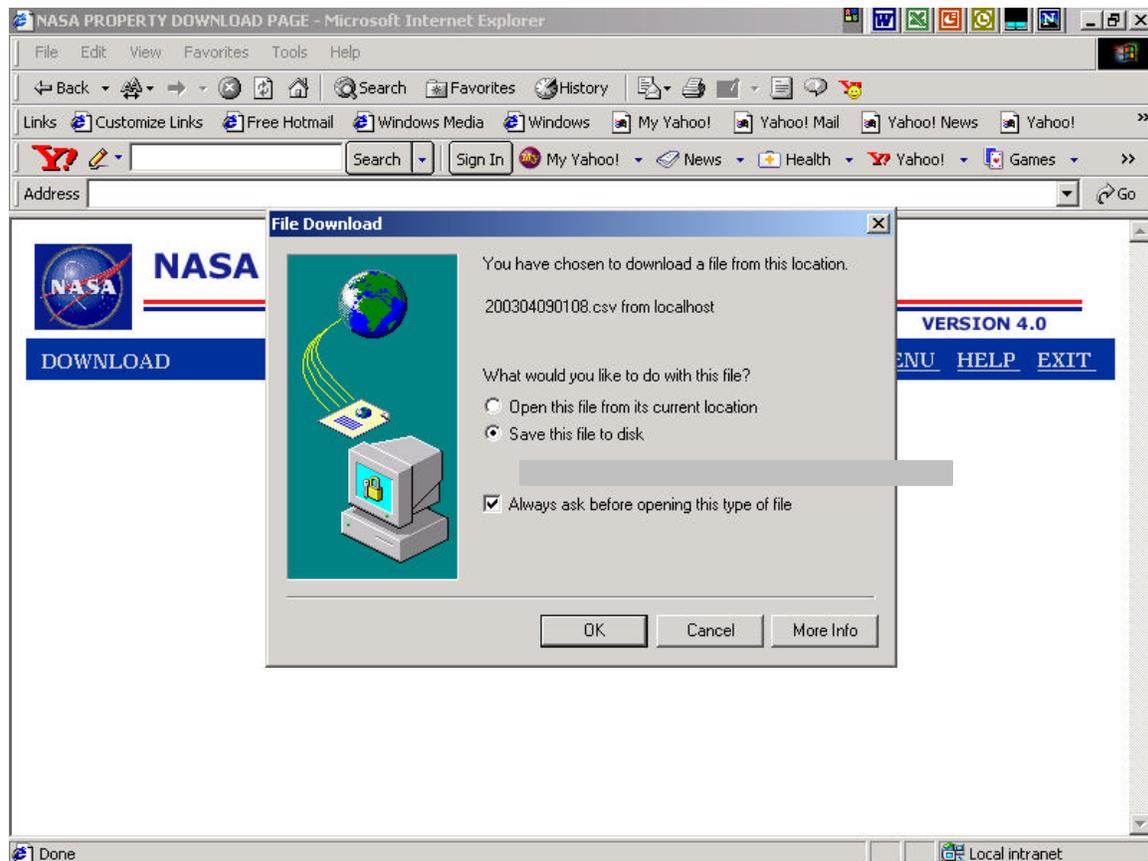
## INPUT DATA

- Click **START DOWNLOAD** button. A dialog box for downloading the file is displayed.
- Click **RETURN TO MENU** button. The NASA Property Screening Menu is displayed.

### 2.2.1.2.2.1 FSC - Download – Start Download

Select Start Download on the Download screen to start the download process.

After the download has started, a dialog box will be displayed asking the user what they would like to do with this file. If the Open Using <no application specified> is chosen, a file with the equipment list will be opened. If the Save this file to disk is chosen, the file is saved to a specified location.

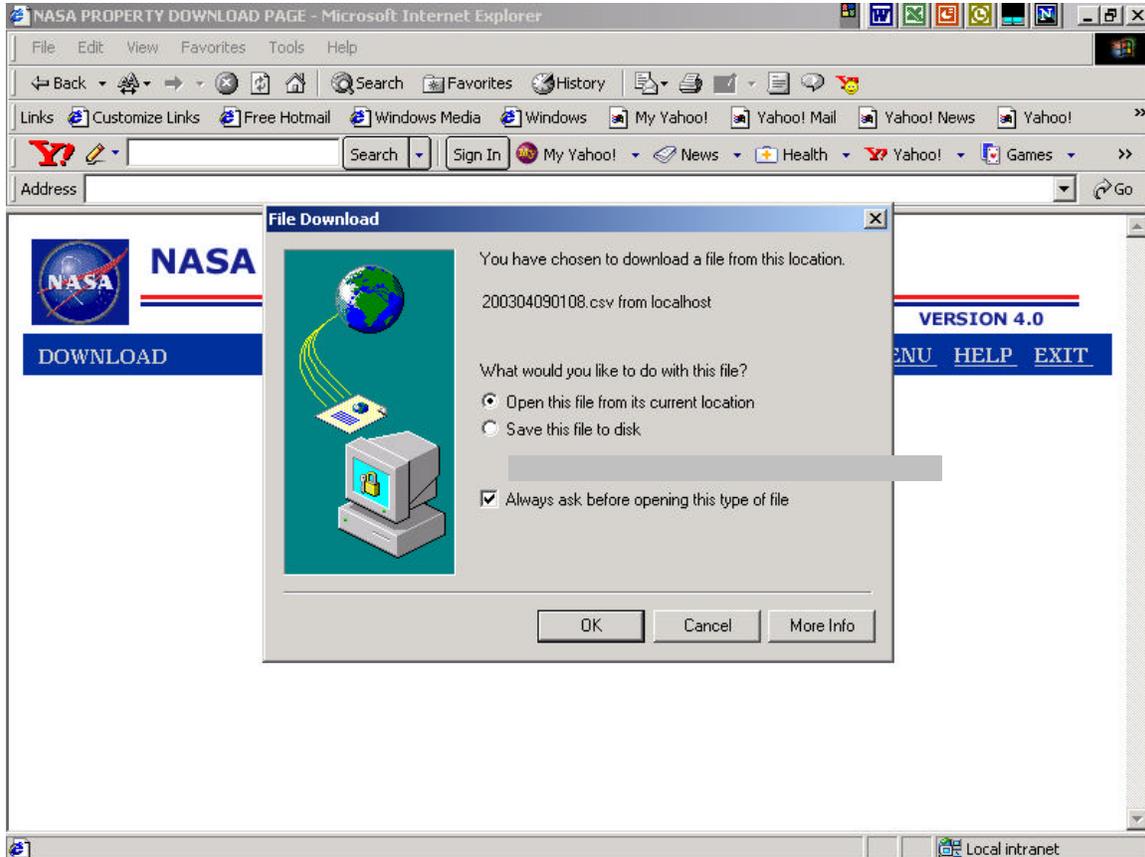


### INPUT DATA

- Select either of the following options:
  - **Open Using <no application specified>**
  - **Save this file to disk**
- Click the **OK** button.
- Click the **Cancel** button. This will cancel the download of the selected equipment.

### 2.2.1.2.2.2 FSC - Download – Open Using

Select the Open Using option to open the file.



### INPUT DATA

- Select the Open Using <no application specified>.
- Click the **Choose** button.
  
- Click the **Cancel** button. This will cancel the download of the selected equipment.

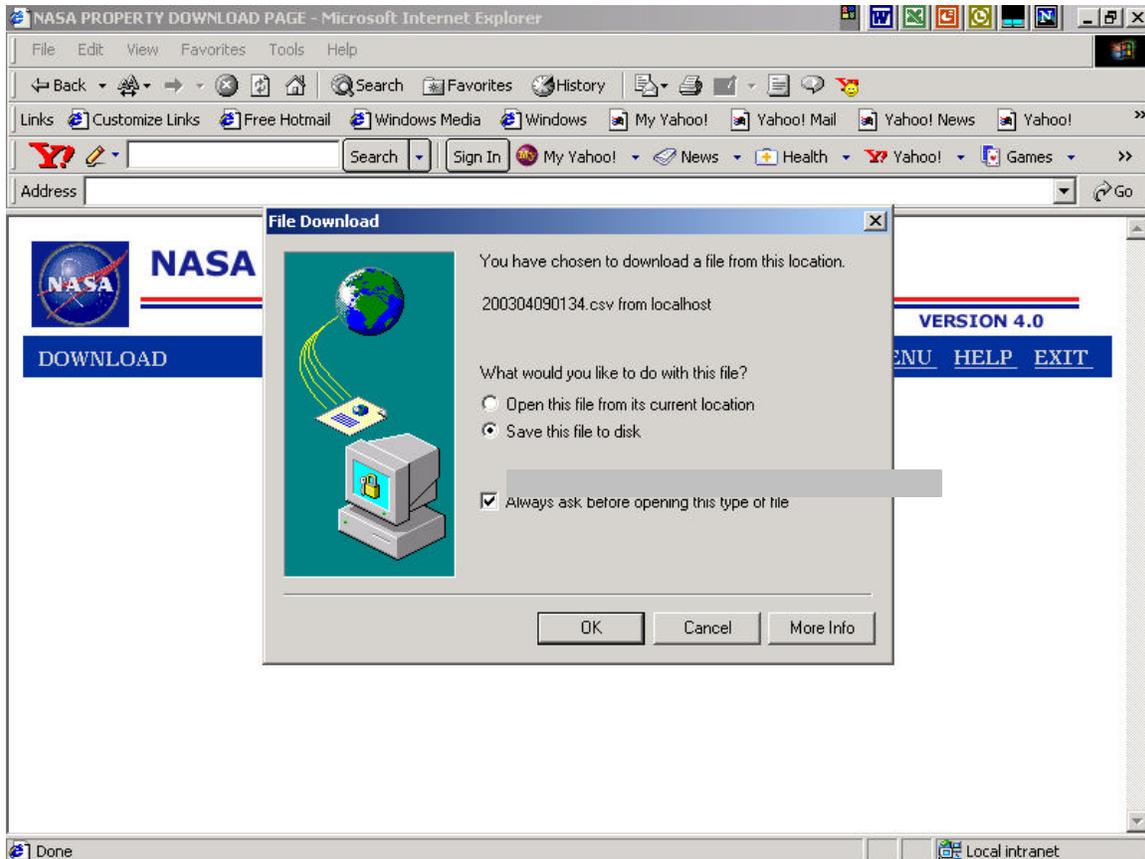
	A	B	C	D	E	F	G	H	I	J	K	L
1	FSC											
2	7010	COMPUTE	049S6	FMW2631	1010	3210	32899	26880	4	9E+11	1998	M7505
3	7010	COMPUTE	65685	DESK PR	505	4456	20771	222699	6	4604063B	86	016W
4	7010	SYSTEM	28480	2250M MC	101	20054	23681	427845	B7	2211A0012	1982	124
5	7010	SYSTEM	50729	DAS32	101	11500	23681	530075	B4	1745-1180	1980	124
6	7010	COMPUTE	USSYS	486DX-2	1010	3376	32899	817806	4	9301281	1993	M7409
7	7010	REPEATE	15476	DEMPR-A	1010	5075	32899	1130833	4	AS724158	1986	K61298
8	7010	REPEATE	15476	DEMPR-A	1010	5075	32899	1130841	4	AS711056	1986	K61096
9	7010	REPEATE	15476	DEMPR-A	1010	5075	32899	1130849	4	AS740234	1986	K61096
10	7010	COMPUTE	0G3K8	425SXL	1015	2150	32899	1134488	4	5.08E+09	1993	M6399
11	7010	REPEATE	15476	DEMPR-A	1010	5075	32899	1136103	4	AS711056	1986	K61096
12	7010	REPEATE	15476	DEMPR-A	1010	5075	32899	1136109	4	AS711056	1986	K61096
13	7010	COMPUTE	58839	M4440	1010	4157	32899	1142436	4	FC321E0C	1993	M7409
14	7010	COMPUTE	96214	NBSF50	1015	3200	32899	1143905	4	8.73E+09	1994	M6342
15	7010	COMPUTE	96214	NBSF50	1015	3200	32899	1143906	4	08734400E	1994	M6342
16	7010	COMPUTE	AUSTC	PN322TFT	1015	4465	32899	1144077	4	7.87E+09	1994	M6399
17	7010	COMPUTE	INDAP	DG111D4D	1015	4594	32899	1379529	4	NC31073	1995	13E
18	7010	COMPUTE	INDAP	DG111D4D	1015	4594	32899	1379541	4	NC31083	1995	M6342
19	7010	COMPUTE	INDAP	I486D41C1	1015	3696	32899	1391251	4	4D101258	1995	13E
20	7010	COMPUTE	15476	FRP8EWG	1015	1788	32899	1515620	4	8R629014	1996	M6342
21	7010	COMPUTE	15476	FRP8EWG	1015	1788	32899	1515622	4	8R6270012	1996	M6342
22	7010	COMPUTE	15476	FRP8EWG	1015	5607	32899	1517988	4	8R6310015	1996	M6342
23	7010	COMPUTE	15476	FRP8EWG	1015	4691	32899	1866195	4	8R651002E	1996	M6342
24	7010	COMPUTE	15476	FRP8EWG	1015	4691	32899	1866197	4	8R651002E	1996	M6342
25	7010	COMPUTE	15476	FRP8EWG	1015	4691	32899	1866198	4	8R6510027	1996	M6342

To save this file, the user must select File, and then select SAVE AS. The user must select the location in which to save the file.

### 2.2.1.2.2.3 FSC - Download – Start Download – Save this file to Disk

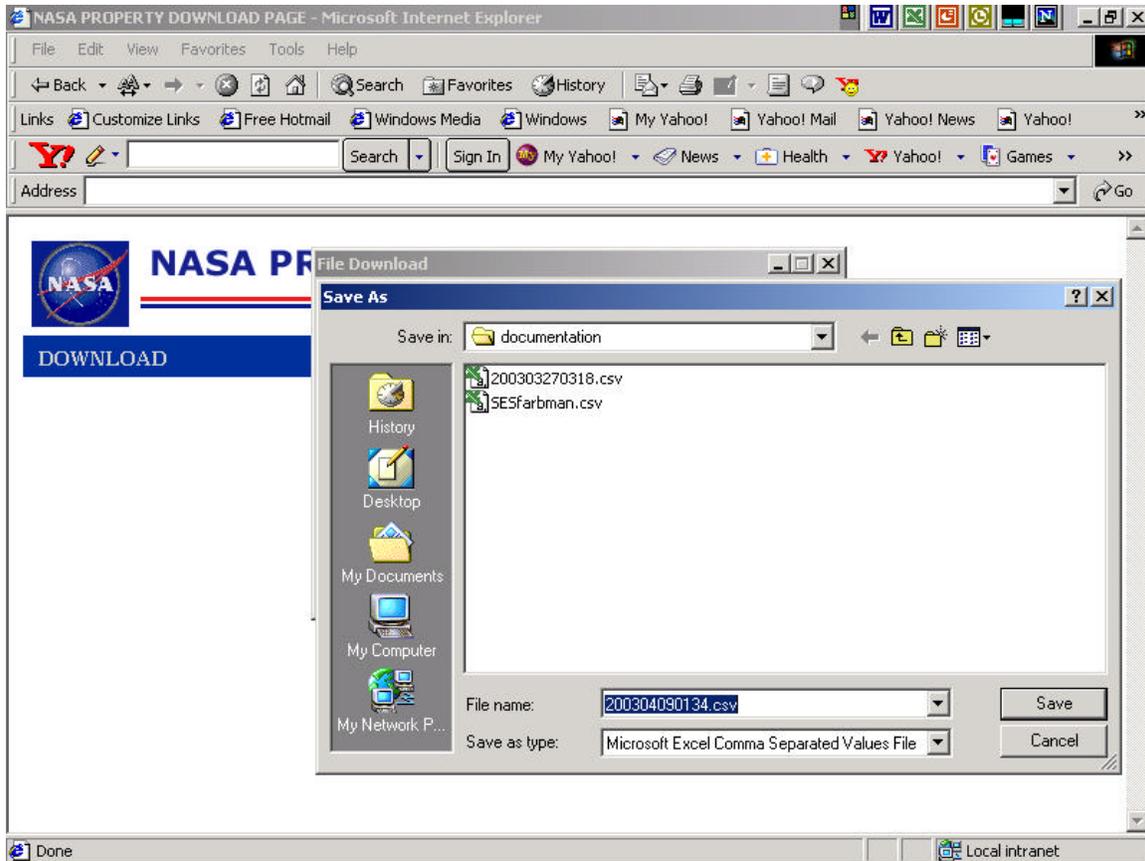
Select the Save this file to disk option to save the file.

If the Save this file to disk option is chosen, then another dialog box will be displayed giving the user the option of where to store the file.



### INPUT DATA

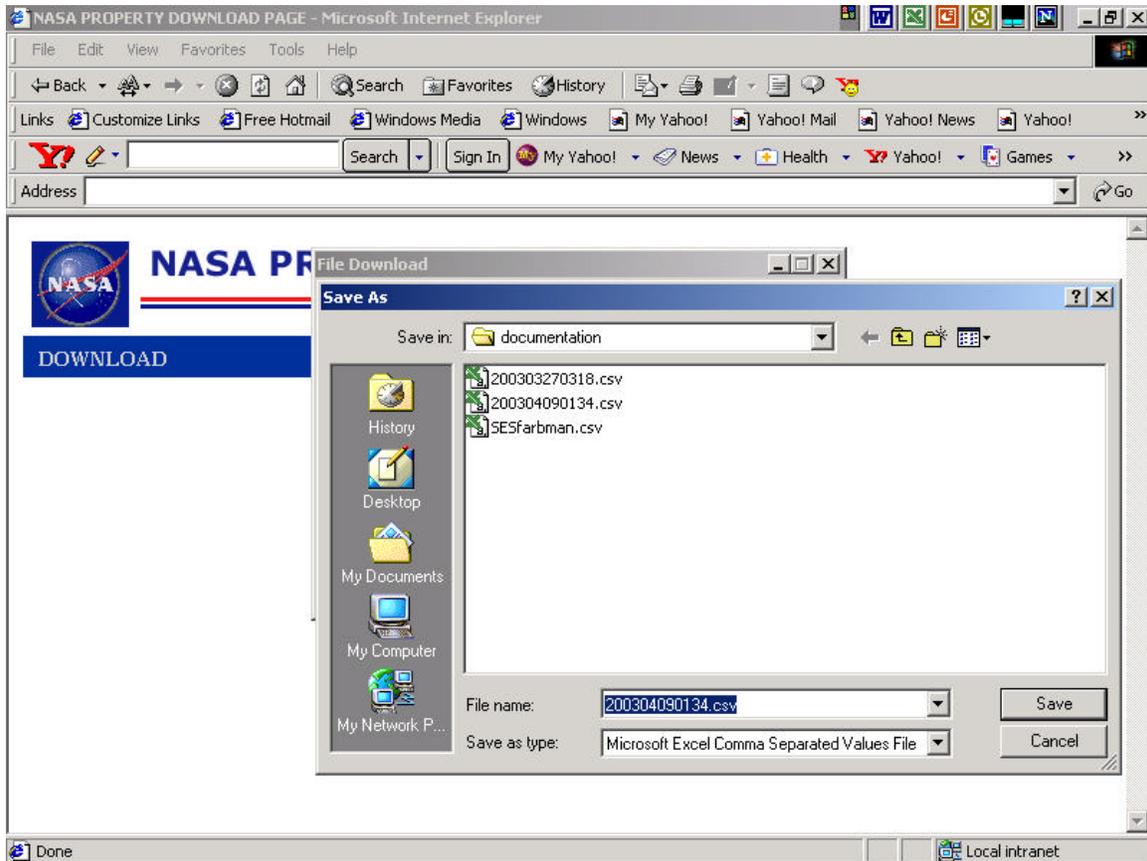
- Select the Save this file to Disk option.
- Click the **OK** button.
  
- Click the **Cancel** button. This will cancel the download of the selected equipment.



## INPUT DATA

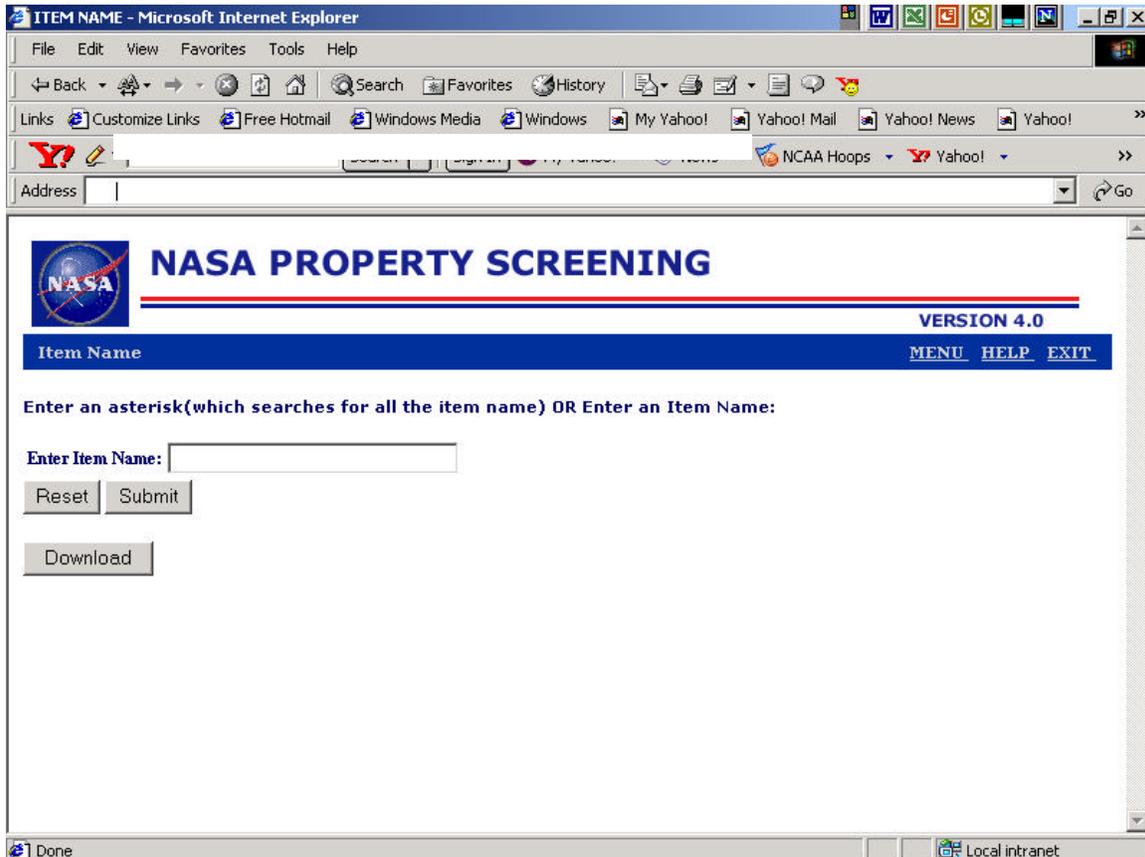
- Save in: The directory where the file is saved.
- File Name: The name of the file.
- Click on the **Save** button. This will save the selected equipment file in the location chosen by the user.
  
- Click on the Cancel button. This will cancel the download of the selected equipment.

After clicking on the save button, the equipment will be downloaded to the desired location.



### 2.2.2 Item Name

Select Item Name on the NASA Property Screening Menu to display a screen that allows the user to enter an item name.



#### INPUT DATA

- Item Name 

Required  
If an asterisk (\*) is entered then all values containing that value in the item name will be displayed.  
If an asterisk (\*) is not entered then only equipment matching the item name will be displayed.
- Click **Reset** button. 

This button will clear the values entered in the Item Name field.
- Click **Submit** button. 

The list of equipment for the Item Name will be displayed.
- Click **Download** button. 

A dialog box for downloading the selected Item Name will be displayed.





#### **2.2.2.2.1 Item Name - Equipment List**

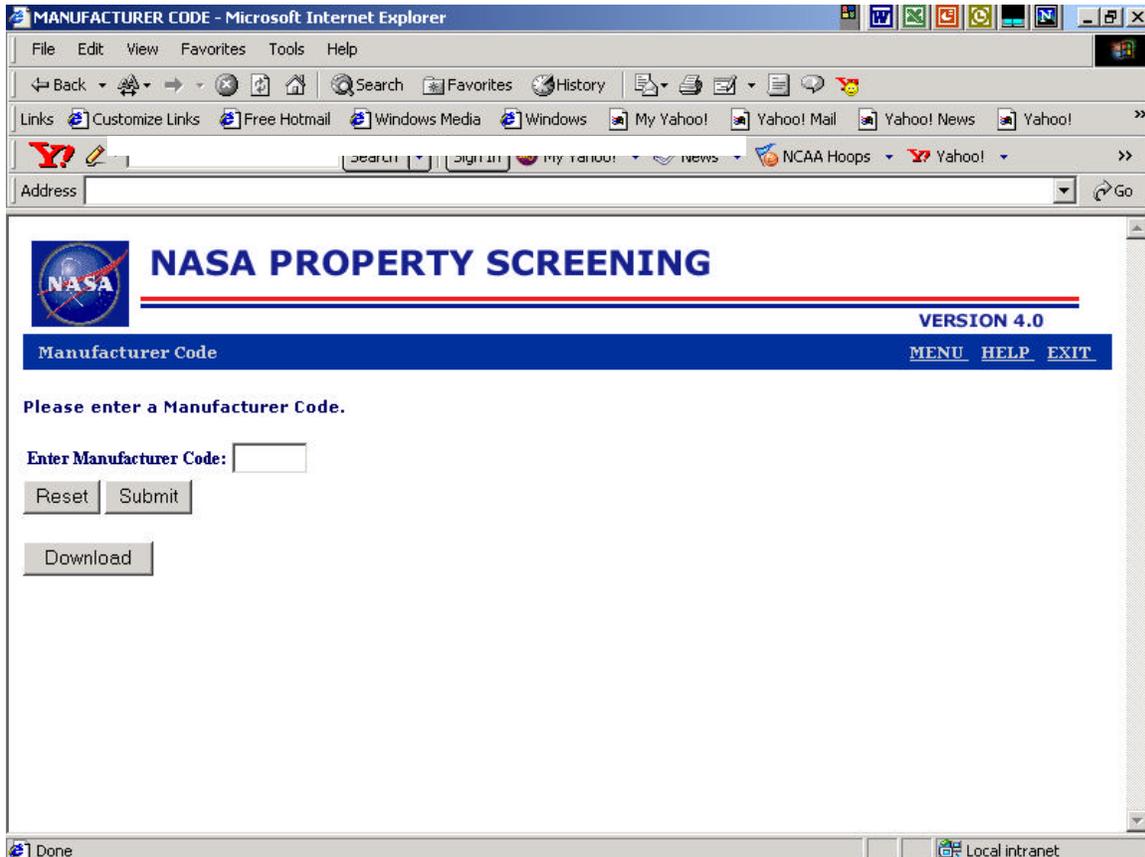
See Section 2.2.1.2.1 Equipment List for processing related to the List of Equipment.

**2.2.2.2.2 Item Name - Download**

See Section 2.2.1.2.2 Download for processing related to downloading the list of equipment.

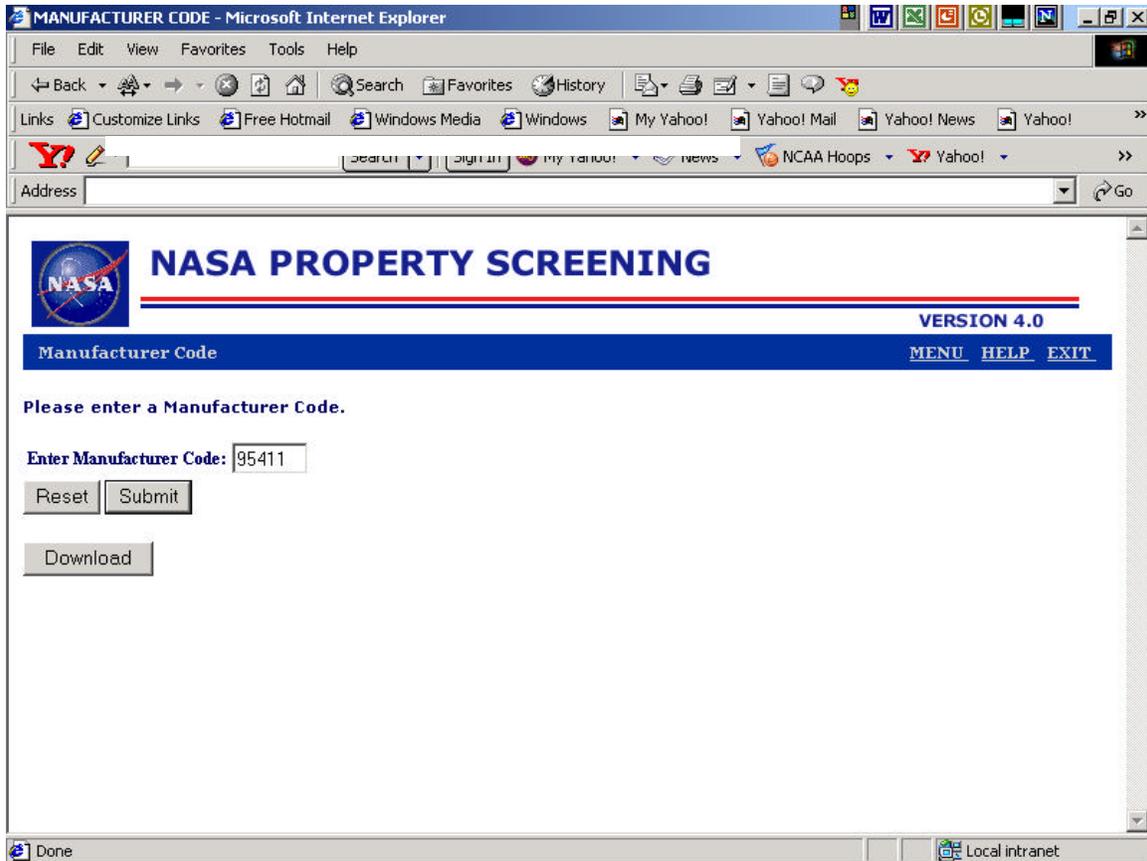
### 2.2.3 Manufacturer Code

Select Manufacturer Code on the NASA Property Screening Menu to display a screen that allows the user to enter the Manufacturer Code.



#### INPUT DATA

- **Manufacturer Code**  
Required  
Equipment with a Manufacturer Code that matches the entered value will be displayed.
- Click **Reset** button.  
This button will clear the values entered in the Manufacturer Code field.
- Click **Submit** button.  
The list of equipment for the Manufacturer Code will be displayed.
- Click **Download** button.  
A dialog box for downloading the Manufacturer Code will be displayed.



### **2.2.3.1 Manufacturer Code - Equipment List**

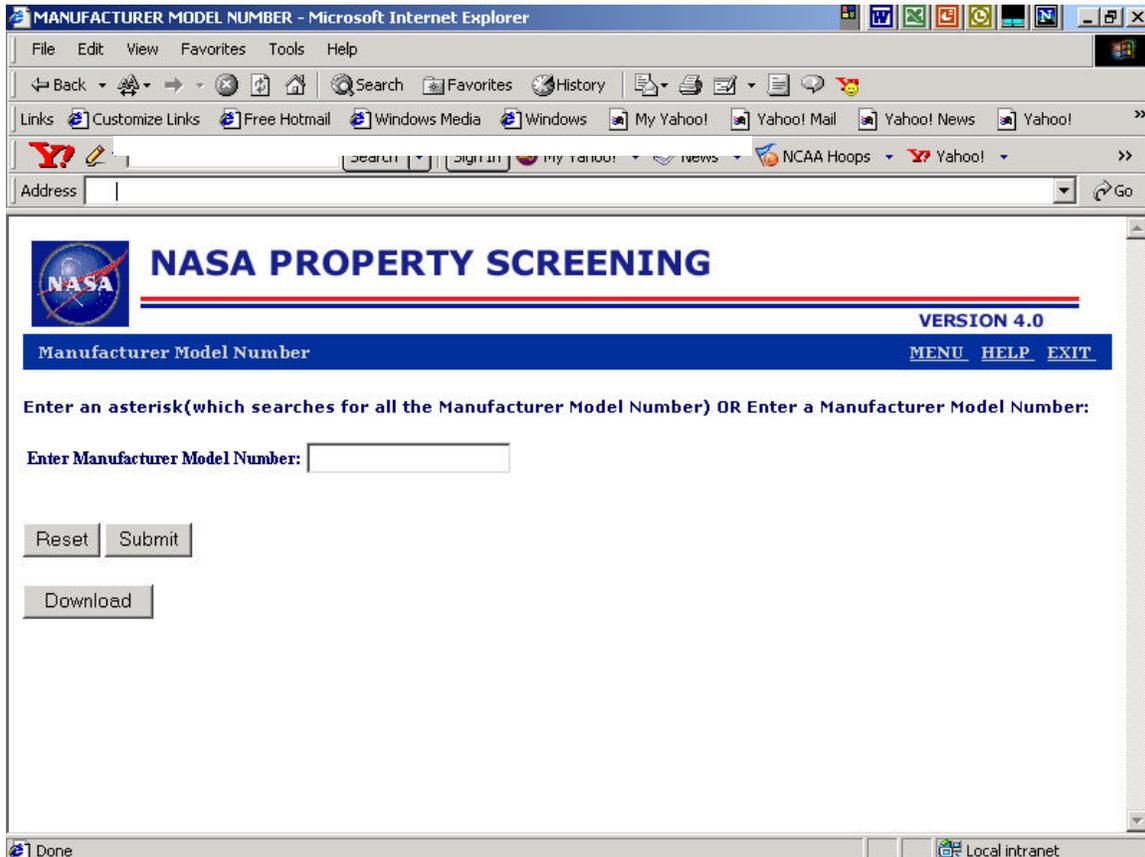
See Section 2.2.1.2.1 Equipment List for processing related to the List of Equipment.

### **2.2.3.2 Manufacturer Code - Download**

See Section 2.2.1.2.2 Download for processing related to downloading the list of equipment.

## 2.2.4 Manufacturer Model Number

Select Manufacturer Model Number on the NASA Property Screening Menu to display a screen that allows the user to enter the Manufacturer Model Number.



### INPUT DATA

- **Manufacturer Model Number**  
Required  
If an asterisk (\*) is entered then all values containing that value in the Manufacturer Model Number will be displayed.  
If an asterisk (\*) is not entered then only Manufacturer Model Numbers matching the entered value will be displayed.
- Click **Reset** button.  
This button will clear the values entered in the Manufacturer Model Number field.

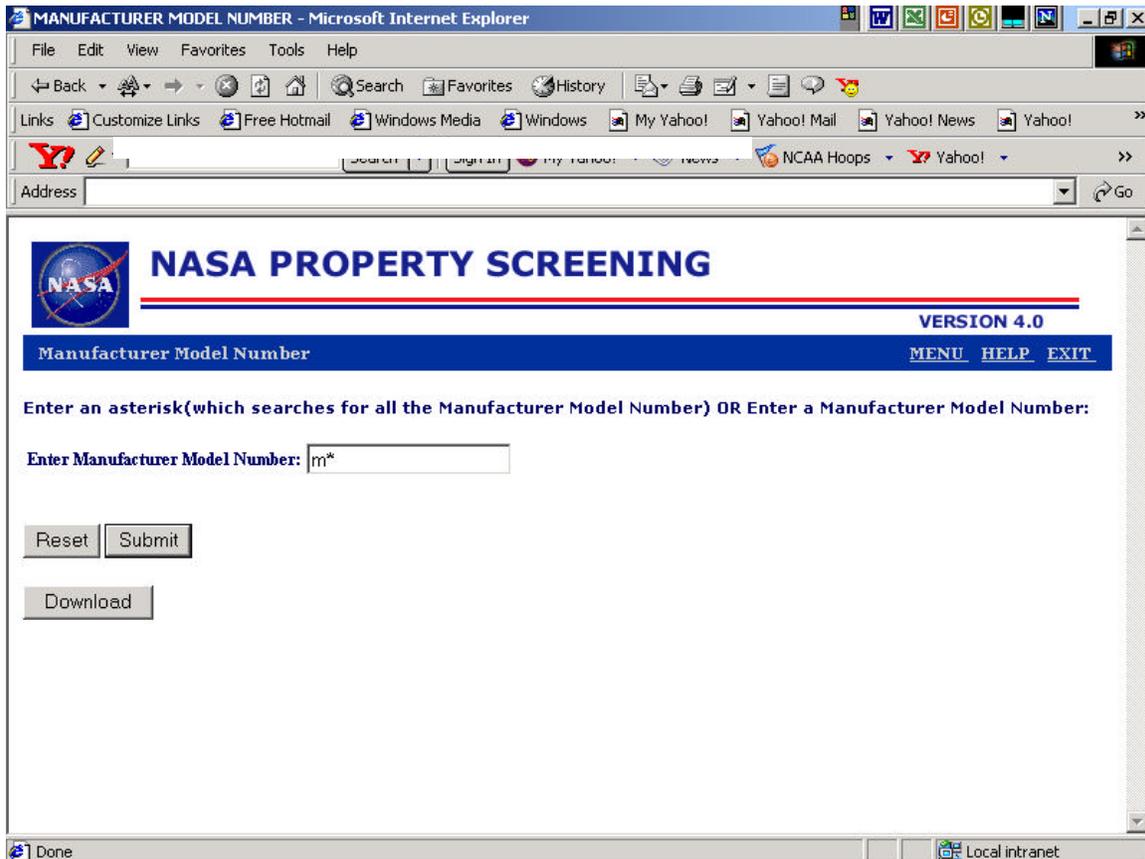
- Click **Submit** button.
- Click **Download** button.

The list of equipment for the Manufacturer Model Number will be displayed.

A dialog box for downloading the selected Manufacturer Model Number will be displayed.

### 2.2.4.1 Manufacturer Model Number – Partial Name

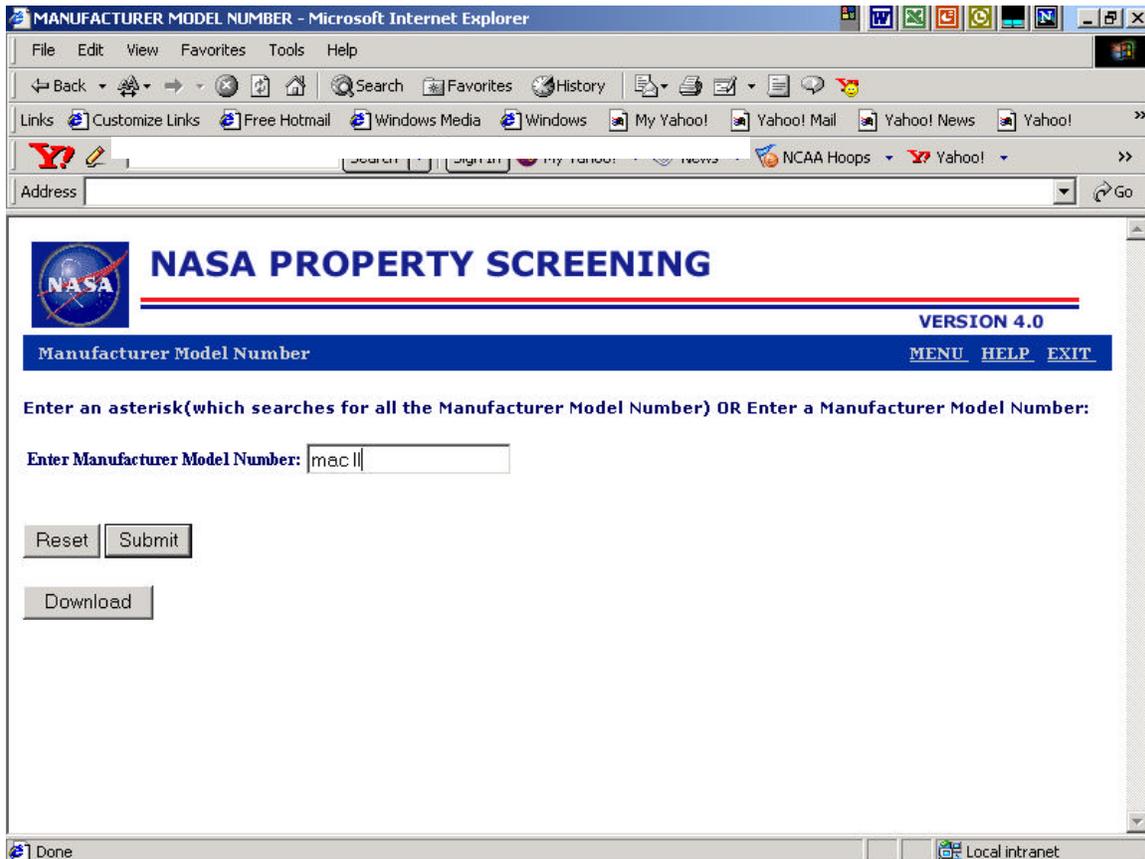
Enter a partial model number and an asterisk (\*) to search by in the Manufacturer Model Number field to display equipment for that Manufacturer Model Number.



- Manufacturer Model Number      Enter a partial value and an asterisk (\*) in the Manufacturer Model Number field.
- Click **Submit** button.      The list of equipment for the Manufacturer Model Number will be displayed.

#### 2.2.4.2 Manufacturer Model Number – Exact Match

Enter a Manufacturer Model Number to search by in the Manufacturer Model Number field to display equipment for that Model Number.



- Manufacturer Model Number      Enter a value in the Manufacturer Model Number field.
- Click **Submit** button.      The list of equipment for the Manufacturer Model Number will be displayed.

#### **2.2.4.2.1 Manufacturer Model Number - Equipment List**

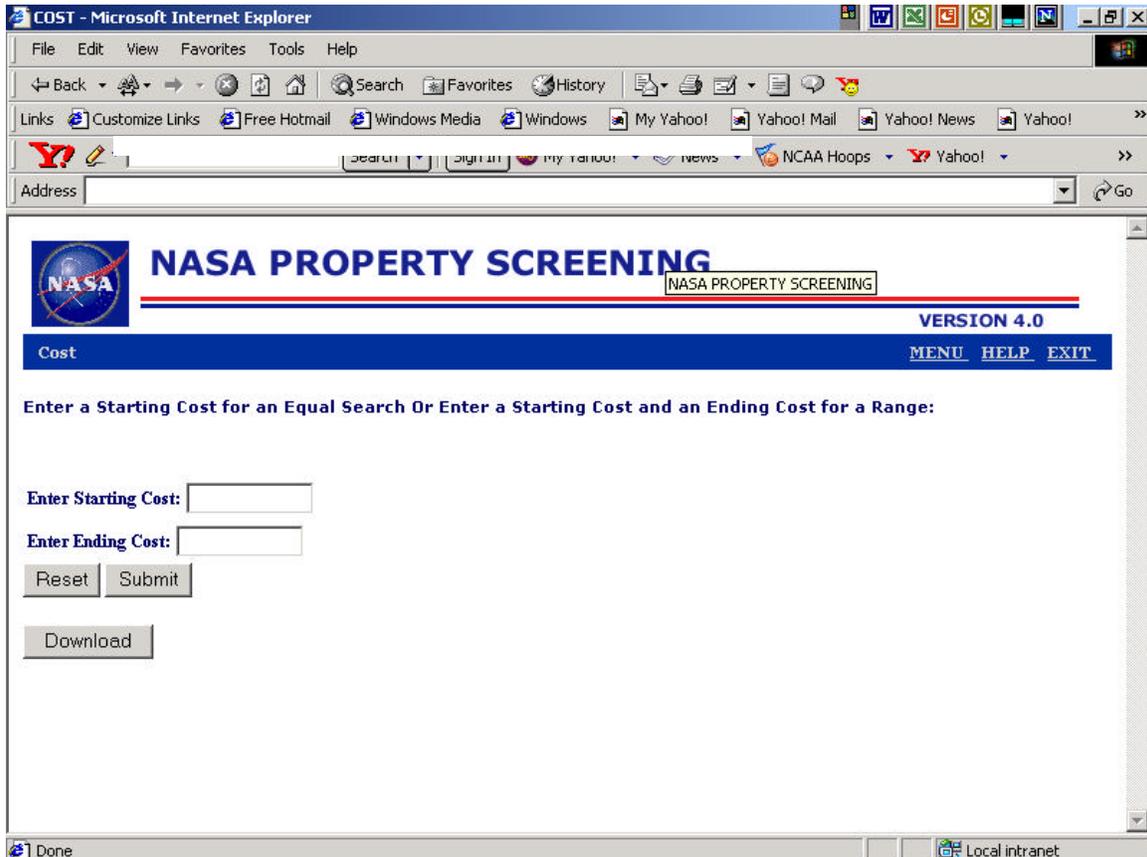
See Section 2.2.1.2.1 Equipment List for processing related to the List of Equipment.

#### **2.2.4.2.2 Manufacturer Model Number - Download**

See Section 2.2.1.2.2 Download for processing related to downloading the list of equipment.

### 2.2.5 Cost

Select Cost on the NASA Property Screening to display a screen that allows the user to enter a single Cost Amount or a range of Cost Amounts.

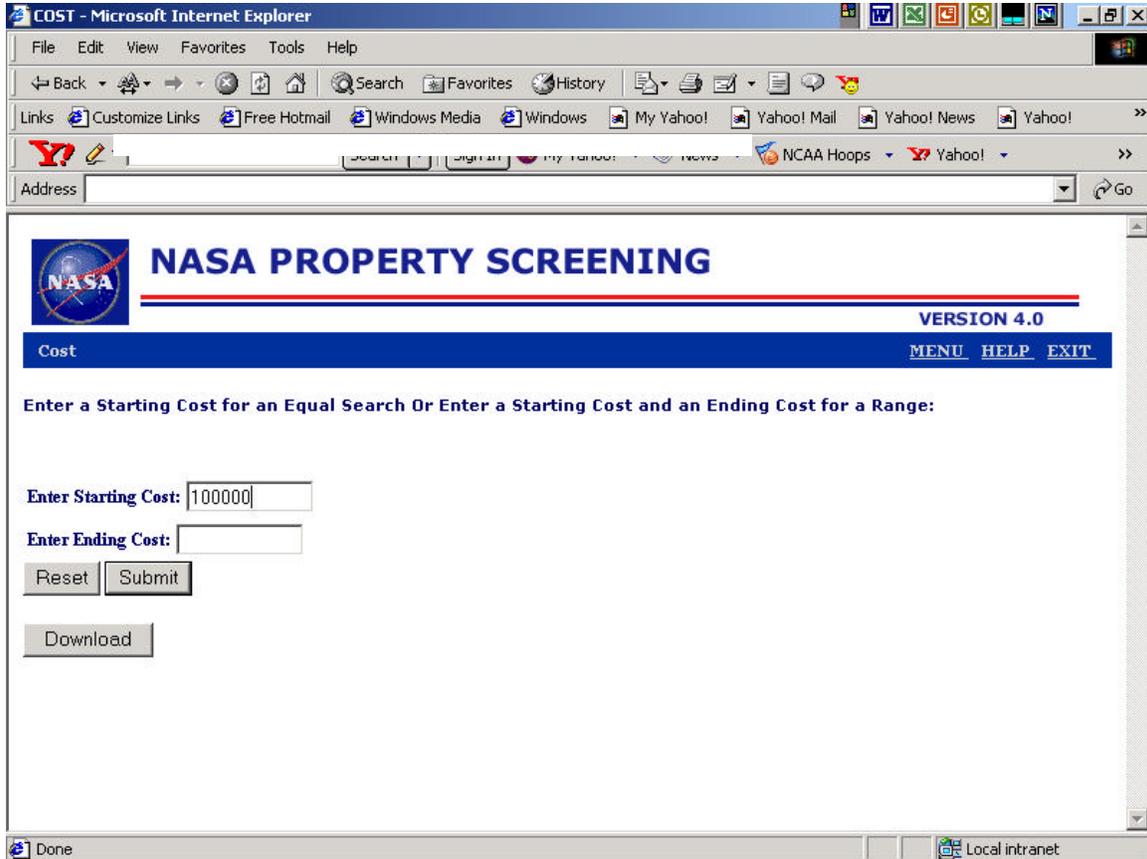


#### INPUT DATA

- Starting Cost  
Required  
Must be entered for single Cost Amount or Cost range
- Ending Cost  
Optional  
Must be entered for the ending value in the Cost range
- Click **Reset** button.  
This button will clear the values entered in the Starting Cost and Ending Cost fields.
- Click **Submit** button.  
The list of equipment for the Cost will be displayed.
- Click **Download** button.  
A dialog box for downloading the selected Cost is displayed.

### 2.2.5.1 Cost – Exact match

Enter a cost in the Starting Cost field to display equipment for that cost.

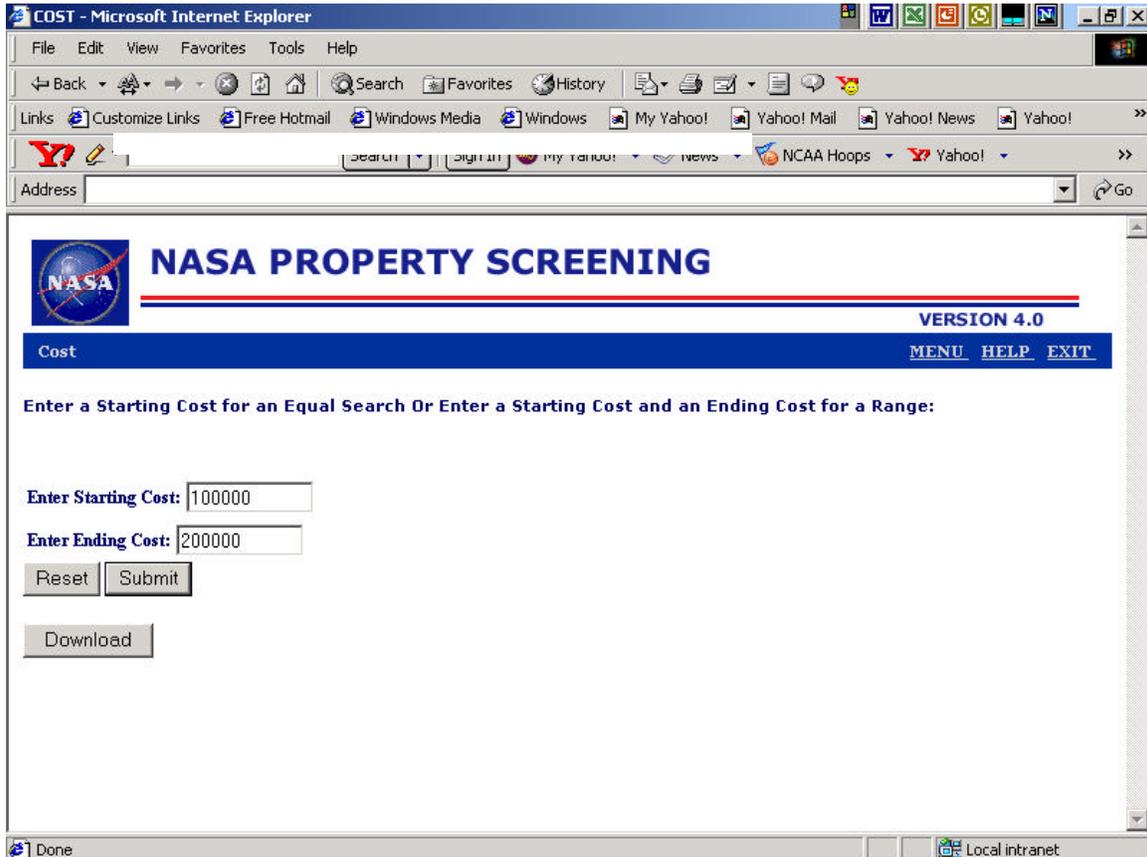


### INPUT DATA

- Starting Cost
- Click **Submit** button.

### 2.2.5.2 Cost – Cost Range

Enter a cost in the Starting Cost field and a cost in the Ending Cost field to display equipment for the range of Cost.



#### INPUT DATA

- Starting Cost
- Ending Cost Must be greater than Starting Cost
- Click **Submit** button.

#### **2.2.5.2.1 Cost - Equipment List**

See Section 2.2.1.2.1 Equipment List for processing related to the List of Equipment.

#### **2.2.5.2.2 Cost - Download**

See Section 2.2.1.2.2 Download for processing related to downloading the list of equipment.