FLUKE®

DPCTrack2™

Calibration Management Software

Getting Started

August 2011

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Introduction

DPCTrack2 Calibration Management Software (the Software) provides users with an easy-to-use and effective method of managing instrument calibration and maintenance by utilizing the industry's most advanced calibration equipment and software.

Create, update, and manage records for a variety of item types, including Instruments, Loops, Equipment, Test Instruments, and Calibrations.

DPCTrack2 Improvements

The Software gives you an easy-to-use method of creating and maintaining an instrument maintenance database by working with Fluke's 74x and 75x Documenting Process Calibrators.

The software lets technicians:

1. Enter device information (Tag IDs/Instruments, Test Instruments, Loops, Equipment, and Calibration Specifications) into the database. Tag IDs and Calibration Specifications can also be imported from text files.
2. Load the Fluke calibrator with Tag ID tests (Calibration Specifications) from the database.
3. Perform standard tests loaded to the calibrator.
4. Save test results and logged data from calibrator to DPCTrack2 database.
5. Upload test results from the calibrator directly to the database.
6. View the test results on screen.
7. Print standard reports based upon individual test results.
8. Download prompts to populate on device either before or after performing tests that will automatically be added to the created calibration records, including Calibration Type, Certificate #, Man Hours, and more.

New Features

Improved user interface- The improved user interface allows for easy navigation with multi-window functionality. After logging in, explore the improved graphical user interface. This manual also explains some of the new features that enhance usability and productivity. For more information, please see the DPCTrack2 User Manual located on the CD-ROM.

Improved Multi-COM port support-Communicate with your Fluke Documenting Process Calibrators (DPCs) easily and without configuration file changes through USB or RS232 Serial ports.

Drywell source mode support- The Software now supports calibrations performed with Drywell test standards.

Reminders Screen- Use automatically-generated reminders to stay informed on all work items needing attention including Calibrations Awaiting Finalization, Calibrations Due, Records Awaiting Approval, and more.

DPCTrack Explorer- Use this feature to easily navigate through all of the Software's item records and view calibrations that are coming due.

User Defined Labels and Variables-The Software features an unprecedented level of customization ability with the ability to redefine most field names and create user-defined variables to ensure the Software functions as necessary.

Keep on Schedule and End of Month scheduling- These scheduling features give a greater degree of control when rolling calibration frequencies.

More Reports- Powered by Crystal Reports 11, DPCTrack2's reporting system contains over 40 standard loaded reports that can be printed or exported to multiple file formats.

Equipment/Loops- Track asset configurations with Loops and Equipment, allowing associated items to be managed as a group or individually.

Advanced Query Capability- Powerful query capabilities allow advanced searches to easily locate desired records.

Set Required Fields-Define what fields must be completed when entering new records.

Multiple Test Point ranges-Multiple Test Point groups allow for advanced calibration procedures with an easy to use interface.

Hardware Requirements

- Pentium class 667 MHz or higher processor
- Minimum of 256 MB of RAM (512 MB or more recommended)
- Windows XP (or later) operating system
- At least 500 MB of free hard disk space

For calibrator communication:

- USB 1.1 or higher
- RS232 Serial Port required

Installation Instructions

Named Machine License

Insert the Software CD-ROM into your computer's CD-ROM drive. If the program does not autostart, Run "setup.exe". Follow the prompts on your screen to complete installation.

Note

For successful installation, you must completely run through the initialization utility.

Register Trial or Activate Program

Upon installing the program, the user has two options depending on the License status of their program. From the Help menu on the top tool bar, the options for Register Trial and Activate Program can be seen. These options will remain until the user either registers their trial version or activates to the full version of DPCTrack2.

Register Trial

You are given a 60 day trial before needing to upgrade the license to the full version of the program. The trial version features the same functionality of the full version. Users are notified how many days remain in their trial at intervals of 60, 45, 30, 14, 7, 6, 5, 4, 3, 2 and 1 day(s). Each warning also includes the option to register the trial or purchase the full version of the program. If the trial period expires, the Software's functionality will be limited to only the Upload, Download, and View the Logs features. Following the expiration of the 60 day trial, users will also retain Read Only access to existing records in addition to retaining the ability to upload Logged Data. See Figure 1.

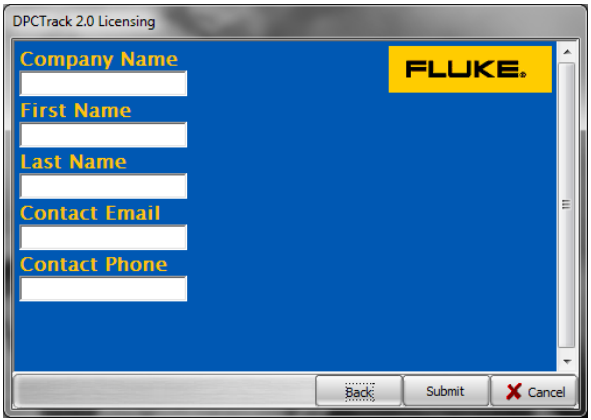

Figure 1.

You will be able to activate a full License after obtaining a Proof of Purchase Number (POP#). POP#s are provided within the original packaging that contains the program disks, or after a customer selects to “Activate Program” in the Trial version of the Software. Activation is similar to Registration, but involves additional user information used to identify the machine using the Software License. See Figure 2.

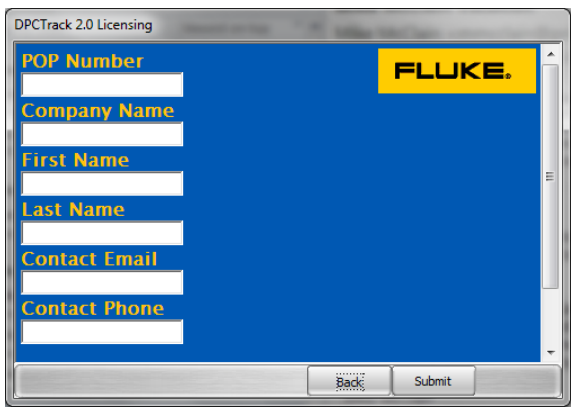

Figure 2.

Removal Instructions

The Software can be safely removed from your PC by following a few simple steps. Navigate to your system's *Control Panel,* and select *Add or Remove Programs* (for Windows XP users), or the *Programs and Features* (for Windows 7 users). Select *Fluke DPCTrack2* from the list, and select *Uninstall Program*.

Software Updates

After Software installation and launch, go to the help menu and check for updates. The program will tell you what to do if it finds that updates are necessary.

A Brief Tour

Logging In

To quickly and securely login to the Software, click the Fluke DPCTrack2 icon in your *Start* menu. When the *login* screen appears, enter your secure username and password (default: admin/admin for new users). Upon entering the correct information, the user is brought to the program's Home Screen.

Note

DPC/TRACK users see Section 20 of the User Manual for instructions to import data from DPC/TRACK.

Navigating the Home Screen

From this screen, users are able to quickly and easily navigate throughout the system to set up, perform, and fulfill required tasks. For more information, see Chapter 3, Getting Started of the User Manual see-Section 3.7 Common Usage Scenario. See Figure 3.

Figure 3.

A simple and efficient interface allows you to use the most high-powered functionality in the industry.

From the Software's Home Screen, observe the programs main toolbar on the left side of the screen. The Company, Instruments, Loops, Equipment, Test Instruments, Calibrations, Documents, Upload/Download, and Logged Data buttons are visible.

Company- This button opens the *Company* screen. From here, you can modify the record for the Company. The company's general information, addresses, system options, and default reports are stored in this screen.

Note

See Chapter 9 of the User Manual for more information about the Company screen.

Instruments- This button opens the *Instruments* screen. Enter, update, and manage instrument records with this screen. You can enter general information describing the instrument (Manufacturer, Model Number, Serial Number, Status, etc.) as well as set the instrument's default calibration frequency,

This screen is also where you can define the instrument's unique calibration points and additional information (location, warranty information, responsible technician and vendors, etc.)

Note

See Chapter 15 of the User Manual for more information about the Instruments screen.

Loops- This button opens the *Master Loop Record* screen. Loops are used to manage a set of instruments that function together in a set process. Loops are used to manage the calibration of related instruments as one group, using one frequency. This allows for easier management of multiple instruments by performing a single calibration to satisfy the requirements of all instruments associated with the Loop.

The *Loops* screen functions similarly to the *Instruments* screen, and contains most of the same features and fields.

Note

See Chapter 16 of the User Manual for more information about the Loops screen.

Equipment- This button opens the *Equipment Record* screen. *Equipment* items are those that the user desires to include in the Software's database, but are not calibrated items (example: a control panel). Equipment records may contain Instrument and Loop records associated with the Equipment item (example: components composing the control panel).

The *Equipment* screen contains information similar to that found in the *Instruments* and *Loops* screens, but does not contain a *Frequency* or the *Calibration Points* tab. In addition, the *Instruments/Loops* tab is found, where users may view the Equipment Record's associated items.

Note

See Chapter 14 of the User Manual for more information about the Equipment screen.

Test Instruments- This button opens the *Test Instrument Record* screen. *Test Instrument* items that perform calibration events (example: Fluke 754 Documenting Process Calibrator). The screen appears similarly to the *Instrument* screen, but contains an additional section, *Use This Test Instrument When Calibrating the Following Instrument Types,* which allows the user to set the appropriate instrument types calibrated by the selected Test Instrument.

Note

See Chapter 17 of the User Manual for more information about the Test Instruments screen.

Calibrations- This button opens the *Calibration* screen. From this screen, create and manage records of calibration events for Instruments, Loops, and Test Instruments. The record is composed of general information describing the item being calibrated, the calibration's test results, test instruments used, SOPs, and other information.

Note

See Chapter 19 of the User Manual for more information about the Calibration screen.

Documents- This button opens the *Document Records* screen. From here, create records and link to files for many document types, including SOPs, User Manual documents, instructions, and forms. The record contains detailed information describing the Document, space for appropriate signatures, and procedures.

Note

See Chapter 13 of the User Manual for more information about the Document Record screen.

Upload/Download- This button opens the *Upload/Download* screen. From this screen set, manage, and execute communication between the Software and its supported Fluke Calibrators. The screen contains three tabs, *Download, Upload,* and *Options:*

1. Use the *Download* tab to selectively download item information from the Software to the connected Fluke device.
2. Use the *Upload* tab to upload executed calibration results and information directly to the Software's database.
3. Use the *Options* tab to set and modify the program's default settings to personalize preferences and related functions.

Note

See Chapter 18 of the User Manual for more information about the Upload/Download screen.

Logged Data- This button opens the *Logged Data* screen. This screen is used to upload and manage Logged Data from the Fluke device to DPCTrack2. Logged data is recorded and examined non-calibration data.

Note

See Chapter 24 of the User Manual for more information about the Logged Data screen.

Uploading and Downloading

The *Upload/Download* screen facilitates communication between the application's database and the Fluke Calibrator. The Software can manage all instrument calibration needs. Connect a Fluke Calibrator to a computer and easily transfer downloaded tasks and upload calibration results and logged data to a computer workstation.

If DPCTrack2 is unable to communicate with your 743b, 744, 753, or 754 Calibrator, check to make sure that the USB/RS232 Serial Port is connected to the designated port.

Download Tab

Use the *Download* tab, download item information directly into a Fluke calibrator. This information includes item details and calibration information stored in the item's master record. To initiate a download from the *Upload/Download* screen, select the desired item(s) from the list, confirm the appropriate port is selected, and click the *Initiate Download* button in the bottom right corner. See Figure 4.

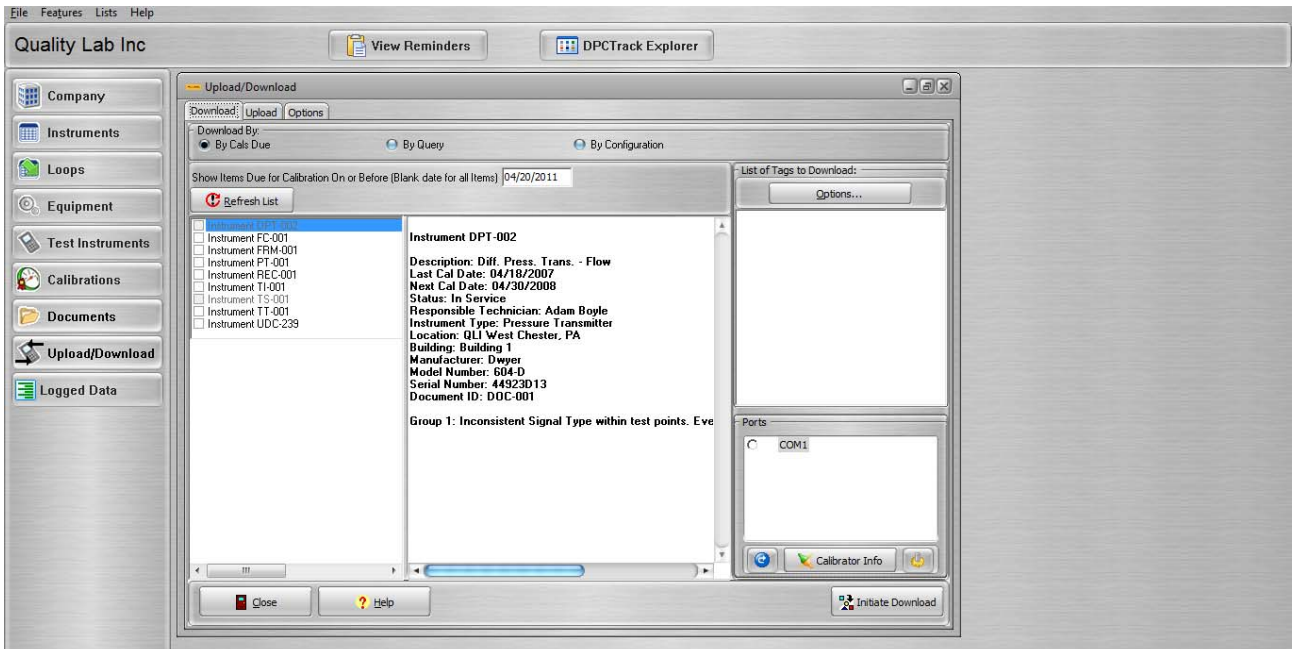

Figure 4.

Upload Tab

Use the *Upload* tab, to import calibration results stored in the Fluke calibrator directly into the DPCTrack2's database.

To initiate an upload, select the desired settings in the left section of the screen, the appropriate *Port* from the right section of the screen, and click the *Initiate Upload* button in the bottom right corner. See Figure 5.

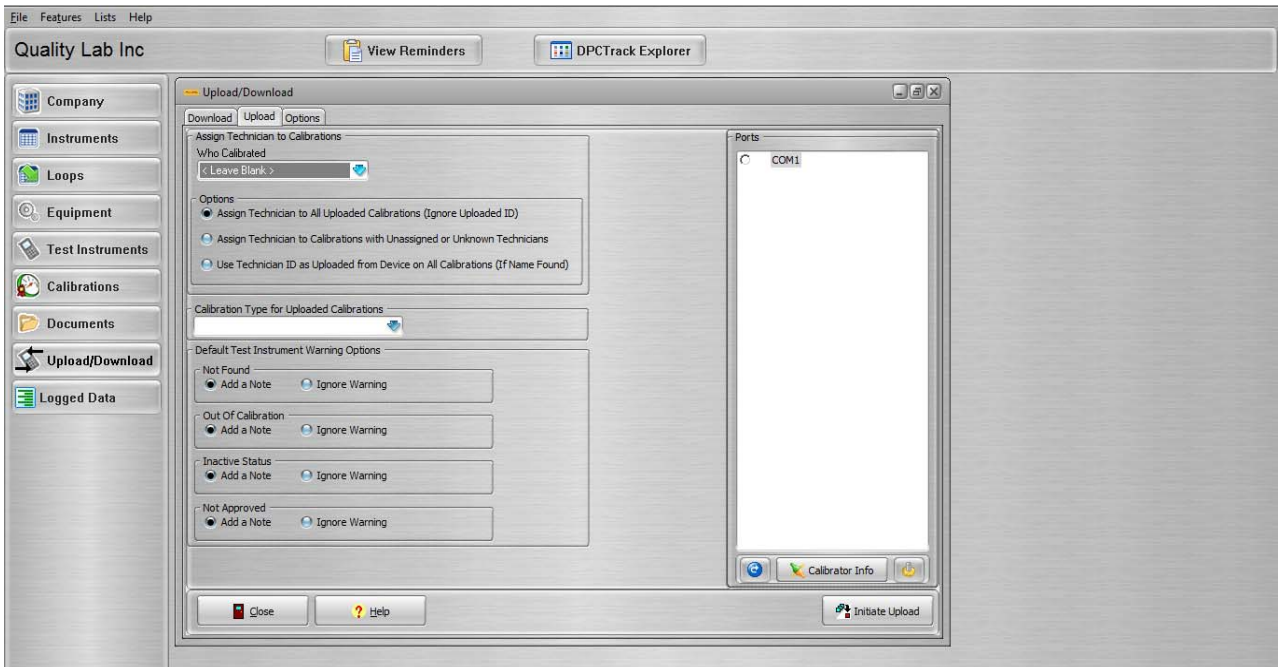

Figure 5.

Options Tab

Use the *Options* tab, to personalize the default settings for how Uploads and Downloads are performed.

The screen contains two tabs, one for both the *Upload* and *Download* functions. See Figure 6.

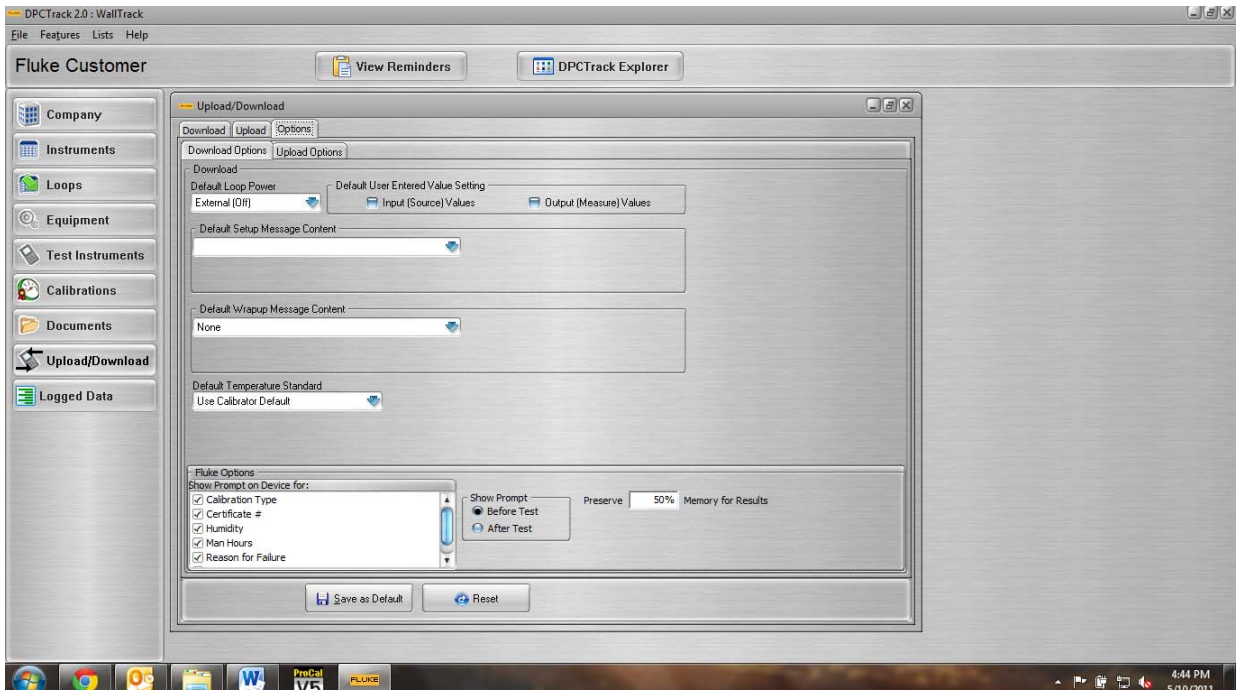

Figure 6.

Reports

The Software comes with a wide range of standard reports created with SAP*'s Crystal Reports*™ that can be accessed through the *Reports* menu of the Home Screen. These reports provide a clear visual representation of calibration results and alerts, events due, and item inventories. Reports can also be printed and exported in various formats.

Note

See Chapter 23 of the User Manual for more information on DPCTrack2's standard reports features.

Software Support

If you are in need of Technical Support for the Software, contact Fluke at 1-800-443-5853 or visit our website at http://www.fluke.com/dpctrack.