

PROFESSIONAL DOCUMENTATION SERVICE

INFORMATION WHEN, WHERE AND HOW YOU NEED IT

Farnsworth Group's Professional Documentation Service (PDS) is a comprehensive program that creates a real-time blueprint and electronic library of your facility's infrastructure, systems and components. PDS is more than just software. Farnsworth Group implements a full-service turnkey approach to PDS, providing the front-end work of information gathering and customizing to delivering a centralized electronic facility database.

PDS is led by Farnsworth Group's experienced team of engineering professionals who understand facility operations. The process focuses on the facility as a 'whole' rather than separate components. This approach and structure provides effective troubleshooting, reduced maintenance and response time, efficient operation, and allows maintenance staff to have a better understanding of your facility and its operations.

PDS FEATURES

WEB-BASED ACCESS – Point and click navigation makes information easy to retrieve and readily available.

EXPANDABILITY – PDS is a dynamic system that can easily be modified to reflect expansions and changes to your facility. Plus, additional PDS systems can be created for additional buildings, each tailored to meet that facility's specific needs.

CENTRALIZED CONSTRUCTION DRAWINGS – Over time, construction drawings show signs of wear and tear and are difficult to locate. Placing drawings on-line allows them to be easily accessible and always readable.

WARRANTY DATABASE – PDS houses equipment warranty information allowing facilities to maximize system performance and realize cost savings in case of equipment failure or malfunction.

STRUCTURED BY LOCATION, SYSTEM AND COMPONENT TAG – Equipment is managed and retrieved by system, location, type and component tag.

INTERACTIVE GRAPHIC INTERFACE – PDS houses a number of illustrations, drawings and component figures that represent each system. These graphics include hyperlinks that link users to more specific information.

WINDOWS-BASED SOFTWARE – PDS relies on the Microsoft Windows network platform and uses Internet Explorer as its browser, allowing for easy integration into your existing network.

SYSTEM/COMPONENT RELATIONSHIP – PDS provides great detail by one-line diagrams that link each component to the system they serve.

EDITING FUNCTION – The customized PDS resides on a network, meaning administration is centralized. Changes and updates that occur to PDS are reflected instantly. Staff can enter information as system components are replaced or keep a historical log of system issues.

SYSTEM PERFORMANCE DOCUMENTATION – PDS allows users to maintain a history of product performance and maintenance procedures. This allows users to quickly access past performance issues, maintain required maintenance schedules and maximize operations.

USER MANAGEMENT – Various access permissions can be granted to users to control access and administration.

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The immediate benefits of an electronic systems manual are obvious: web-based for quick search capabilities, a centralized database eliminates document chasing, and a paperless program helps achieve environmental goals. But the long-term rewards of Farnsworth Group's Professional Documentation Service (PDS) are even greater. From its flexibility that allows the system to grow and expand as your operations change, to realizing increased productivity from facility staff, PDS offers benefits that can ultimately yield significant cost savings.

PDS BENEFITS

Centralized Location
Flexibility Expansion
Reduce Contractors

NOT JUST SOFTWARE – PDS isn't an off-the-shelf software product. It's a full-service approach to documentation specifically programmed for buildings. Research and documentation is tailored to each facility's specific needs and requirements, then entered into a customized database. PDS documents only the information you request.

EASY ACCESS/ALWAYS AVAILABLE – PDS is available from your facility network, or can be downloaded to a workstation's hard drive or copied to CD/DVD. This allows for remote access to PDS, even when you're not connected to a company network. That means maintenance staff can view system drawings or repair information from a laptop even while standing next to a rooftop cooling unit. Most importantly, if the company network goes offline, PDS is still available when you need it most.

INSTITUTIONAL KNOWLEDGE RETAINED – When senior facility personnel retire or leave the company, most of the institutional knowledge leaves with them. PDS now becomes the central institutional knowledge database, allowing you to bring new personnel quickly up to speed on systems and operations.

REDUCE SERVICE CONTRACTS – Your facility staff become more valuable with PDS. Since systems and operations manuals are easy to locate on PDS, staff are often able to resolve problems and conduct needed repairs themselves rather than hiring costly outside contractors.

REDUCED DOWNTIME – Getting systems up and running when they malfunction is critical. Rather than wasting time tracking down user manuals, repair guides, manufacturers and warranty information, PDS houses this documentation at your fingertips allowing staff to quickly analyze problems and identify a solution to get the system back online.

CENTRALIZED LOCATION – Organizing a 'manual' library is extremely labor intensive. Without dedicated and routine organization, that library quickly becomes stacks of manuals and paper. Even if you are committed to routine library maintenance, simple neglect because of other priorities can turn years of organization into disarray. PDS eliminates paper, frees up storage space, reduces the amount of time it takes to retrieve information, and virtually eliminates the need for constant library 'housekeeping.' Your staff can now spend more time on operations and less time hunting for information and organizing bookshelves.

HISTORICAL DATA – It's easy to misplace documents. Someone uses a manual and forgets to return it, or they have their own 'unique' organization system. Soon, that information is simply gone. With PDS, information can be archived and backed up, so that information is forever maintained and available.

MAINTENANCE RECORDS – PDS allows you to keep ongoing maintenance records which keeps systems and components operating at peak efficiency. Proper maintenance records can also help validate warranty issues in case of malfunction.

For more information, contact Farnsworth Group at pds@f-w.com.

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ENGINEERS
ARCHITECTS
SURVEYORS
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