Quick Start Guide :

Add some Locos to OpsPro

This step-by-step guide will assist in adding individual locos to the user's roster for assignment when building trains. This process is very similar to that of adding cars to the roster. It should be noted that the use of locomotives within the program is optional and NOT required to create car movement. In order to keep things simple for the newer user, locos ought not be employed on trains to start off. There are, however, tools available to the user for importing a loco roster that may have been previously created in another program (like DecoderPro). While it is not within the scope of this guide to cover these tools, user's may reference the Help documentation on this subject through the following link... Import of Loco Roster.

Step-by-step "How-To":

- 1. Open PanelPro, if not already open.
- 2. From the main menu, select **Operations--->Locomotives**.
- 3. At the bottom left, click on "Add".
 - a. Using the pull-down menu, choose a reporting mark for the loco.
 - i. If a RR's report mark is not listed, add it using the "Edit" button.
 - b. Enter the loco's number in the fill-in box labeled "Road Number".
 - c. Choose a Model from the pull-down menu.
 - i. If a loco's model is not listed, add it using the "Edit" button.
 - d. Choose the loco Type from the pull-down menu.
 - i. If the Type desired is not listed, add it using the "Edit" button.
 - e. The length is derived from the Model chosen (if a different length is preferred by the user, add a new value to the list by using the "Edit" button).
 - f. Use the drop-menu to select a location and track.

The placement of locos may occur later if the user merely wishes to input the locos to create a roster as this time (if this is the case, leave the "Location and Track" fill-in boxes blank).

- g. Click on "Add Locomotive". If more locos are to be added, simply return to <u>Step 3.a.</u>, repeat the process and click "Add Locomotive" again.
- h. When finished adding locos, click "Save".
- i. Close the "Add Locomotive" window.
- 4. Click on "Save" and close the Locomotives window.
- 5. Close **PanelPro**, or continue to develop other OpsPro sections.

Upon completion of this task, locomotives will be assignable by the program (if that option has been user-selected) and will display on the "paperwork" for a built train. There are options that can utilize a single loco for a train or each train can be configured with it's own specific power. Again, no locos are actually needed to build a train (i.e. individual power assignments are up to the user), but the addition of locos to a roster, through the use of this guide, will provide for the choice to at least be present and selectable.

All these quick-start guides are intended for use with OperationsPro, a stand-alone application accessed from within PanelPro. The use of any other PanelPro functions (such as creating a panel) is NOT required.