

Quick Start Guide :

Make a Train ready to Go

This step-by-step will give the user the final basic tool for car-forwarding, the Train. And more importantly, how to set one up to actually move some cars! The train itself does not take long to set up, but there are several choices that may influence what kind of train to construct. Whether to create a reefer express or a lowly local is only a matter of the user's imagination. Basics of train creation are the naming of the train, the selection of the route (which should have already been created <[HowTo #007](#)>), the car-types allowed on the train, and possibly the departure time if a train sequence is desired.

Most of the time, the **Trains** window will be the focus during the operating session, as this is where the actions of building, moving and terminating occur. The user is invited to review the [Help manual for the Trains window](#).

Step-by-step "How-To":

1. Open **PanelPro** (if not already open).
2. From the main menu-bar, select **Operations--->Trains**.
 - a. Click the "Add" button at the lower left.
 - i. Fill in a Name for the train.
 - ii. Fill in a brief description (hover the mouse over the fill-in box for a Tooltip).
 - iii. Choose a departure time (it is recommended to leave at 00:00 to start, returning to edit this later if a certain sequence is desired).
 - iv. Click on the "Add Train" button at the bottom of the window.
 - v. Use the pull-down menu to select the route to be used by this train.
 - vi. Select car-types to be "serviced" by this train (default = all, this is recommended).
 - vii. For basic set up, leave the optional choices of loco and rear car "as-is" (edit later).
 - viii. Click on "Save Train" and close the window.

At this point, the user may simply click on the "Build" button next to the name of the newly created train. If the other areas of OpsPro have been successfully created, the train should build and the manifest can be viewed (*). If the train-build process fails, click on the "Report" button under **Action**.

- b. Close the **Trains** window.
3. Exit **PanelPro**, or continue to develop other OpsPro sections.

Upon completion of this task, the user should possess the basic knowledge of train creation. It might be necessary to return and edit any train as more areas of OpsPro become developed by the user. Options found in the **Tools** menu for a train, for example, will need to be explored and experience with the functions of the train will continue to provide new chances for expanded use of the trains themselves.

* Note- To view the manifest, check the box labeled "Preview" near the bottom of the window, then click on the "Preview" button next to the train's name.

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.