

## Quick Start Guide :

### Setting up some basic Staging tracks

This step-by-step guide suggests the basics of “staging” tracks as they are found in the “Operations” section of **PanelPro**. The user can follow along with the steps to set-up the staging tracks and then modify those tracks as necessary. This introductory to “staging” tracks presumes the use of the default loads (E & L) by the user. If custom loads are being used, guide <[How-To #009b](#)> is recommended.

In the use of the term “staging”, it is here used to mean tracks which are not necessarily accessible or able to be used in a “hands on” approach (think hidden staging). Each staging track allows only one train at a time and no cars will be removed or added, so once the trains enter staging, they will have the same consists upon their return. It should be noted that “staging” is very restricted in how it accomplishes this and requires some understanding for use. I would suggest the new user take time to read through the help file (link below) before jumping into “staging” (*see also the \*Note on page 2*).

[<< Staging tracks and their Use>>](#)

Step-by-step "How To":

1. Open **PanelPro** (if not already open).
2. Select **Operations**--->**Settings** from the main menu. (This step saves time later, while editing)
  - a. Under "Options", uncheck the box labeled "Close Windows on Save".
  - b. “Save” then close the **Settings** window.
3. Select **Operations**--->**Locations** from the main menu.
  - a. Click on the “Add” button at the bottom of the window.
    - i. Fill-in the name for the “staging” location.
    - ii. Click the “Add Location” button at the bottom.
    - iii. Verify all car-types are checked for servicing by this location.
    - iv. Under “Tracks at this location”, select the radio button labeled “Staging only” (a location with staging tracks will not allow other track types).
    - v. Click the “Add Staging Track” button near the bottom.

This will open the “Add Staging Track” window, from which most of the settings can be modified. Here is where the user can specify how each track will handle the loading and unloading of cars.

- vi. Select a name for the track and fill in its length (if using inches, include the symbol ” after the number).
- vii. Click the “Add Staging Track” button near the bottom.
- viii. Select which rolling stock will be allowed into this track.
  1. Some users limit the track to only certain car-types (i.e. unit trains, captive service, or other depending on what trains will be stored).
- ix. For basic set-up of “Staging”, skip the middle area’s sections for now (these sections can be revisited later, to further limit track usage).
- x. Under “Optional car load controls”, if so desired, select one of the boxes (it’s either or neither). These boxes allow for load status (which can print on the manifests) to change state.

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### Setting up some basic Staging tracks (continued)

- xi. Leave the “Custom car load control options” all unchecked for now.
  - xii. Use of “Optional Car Blocking” is explained here → [Blocking explained](#).
  - xiii. Click “Save Staging Track” and close the window.
- b. Close the “Add Location” window.
- 4. Close the **Locations** window OR return to Step 3.a. above to add more staging Locations.
  - 5. Revisit Step 2 to re-select the “Close Windows on Save” box, before exiting **PanelPro**.
  - 6. Exit **PanelPro** or continue to develop other OpsPro sections.

Upon completion of this task, the user should be able to create a basic staging track(s) for use in the storage and load-replacement of trains. Or to modify a staging track for specific usage. Per the usage rules of this kind of track, no cars/locos can be left behind in this track when a train is built. So it is important to remember to have created **Locations** that allow the cars and their loads places to go.

#### \*Note:

Other menus/areas of “Operations” allow settings to be further altered and thereby utilize the different capabilities of “staging” tracks. These include...

- Open **Trains-->Tools-->Options** and use the “Staging Options” section.
- In the “Edit Staging Track” window menu-bar, **Tools-->Track Pools or Track Destinations**.
- In the “Edit Train” window menu-bar, **Tools-->Train Build Options**.

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.