

# ENHANCEMENTS IN PHAWORKS 4.1 WITH HTML/PDF REPORTS

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- Easily print reports to HTML and PDF files. HTML and PDF reports generated from PHAWorks 4.1 can be emailed to others for review, updates, comments, or you can save the HTML and PDF report files in your EDMS system. To use the PDF capability, you must have the Adobe PDF print driver installed.
- Use Quick Copy™ to copy data from any other worksheet location without moving from your current location. The data copied can even come from a worksheet in a different project. Browse and select the entries to copy and decide whether to copy all of the children (related entries) of these entries.
- Quick Entry (QE) lists include three different levels:
  - Global - The Global QE list will be available for all like columns (e.g., Consequences, Safeguards) no matter what column or project type is active. This will be the top level.
  - Global Column - The second level is specific to the current column. This QE list is available across all projects and project types. For example, a QE list in the Consequences column for a What-If study can be used in the Consequences column in all other What-If projects and in the Consequences column for all other techniques that use this column (e.g., HAZOP, FMEA).
  - Project Specific - The third level is the same Quick Entry list feature provided in earlier versions of PHAWorks. These lists are saved in the project file.

Both the Global and Project Specific QE lists can be turned off in the "Project Configuration" dialog.

- Select the current display columns in the report, scale selected columns so that the report fills the page, or use percentages to specify the column widths with worksheet style reports.
- Include a cover page with the following optional items: project identification, project notes, report filters, and the date the report was generated when printing reports.
- Include an index when printing reports.
- Default column settings can now be restored for each report.
- Specify a suffix as part of the page numbering.
- Print primary (e.g., Nodes), secondary (e.g., Parameters), and worksheet entry notes.
- Print node and parameter intentions and components when printing out the worksheet summary report.
- Selecting Print from the File menu prints the worksheet using the current display columns with their relative widths.
- Lists can be copied/pasted from other sources in some dialogs, such as the Drawings/Documents and Node list dialogs. This is similar to the way pasting text works in the Quick Entry dialogs. Copy the lists from these dialogs and paste them into another location or application.
- Preview data being copied (e.g., risk ranking, drawings, banner names, etc.) when copying data from another project.
- Change the column relationships (how data scrolls in the worksheet) even after data has been entered into a worksheet.
- Select the current entry, entire column, or the entire worksheet using shortcuts.

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- From within the Project Team list, open the Master Team list, select people, and automatically add people to the Project Team list.
- Move names within both the Project Team list and Master Team list dialogs.
- When adding a session, you can selectively copy the attendance data from the previous session.
- Display the primary and secondary notes in the banner (e.g., nodes notes and parameter notes).
- While proceeding into the worksheet, if the session date is different than the current date, PHAWorks will prompt to confirm the session date.
- The risk ranking dialog can have the severity and likelihood values in ascending or descending order.
- Specify the path for the backup copy. When backup copies are made, the backup copy will be a useable project and file maintenance can be used with backup projects.
- Placing the mouse pointer over a worksheet entry that contains an entry note and holding down the left mouse button will open a tip window with the note text.
- CTRL+R opens either the "Add Reference" dialog or referenced items dialog depending what entry type is active.
- Right click on an item while viewing data in tree format for quick access to either the spreadsheet or datasheet format.
- Directly convert old DOS-based HAZOP-PC V1/V2 and PHA-PC V3 Projects in addition to other DOS-based programs and older PHAWorks projects.
- Access Sage deviations from the Sage database.
- Tips for buttons in nearly all dialogs and project task center are included. These tips can be turned off and on.
- The move button has been replaced with drag-and-drop in list boxes
- Use directories that are not currently available and create new directories in the Locations page of Options.
- "F8" opens the Project Task Center.
- Copy project information and paste into other applications.
- Spell check the banner and entry notes.
- Clear the recently opened file names list in the File menu.