

# What's New in PHAWorks 5

## Overview

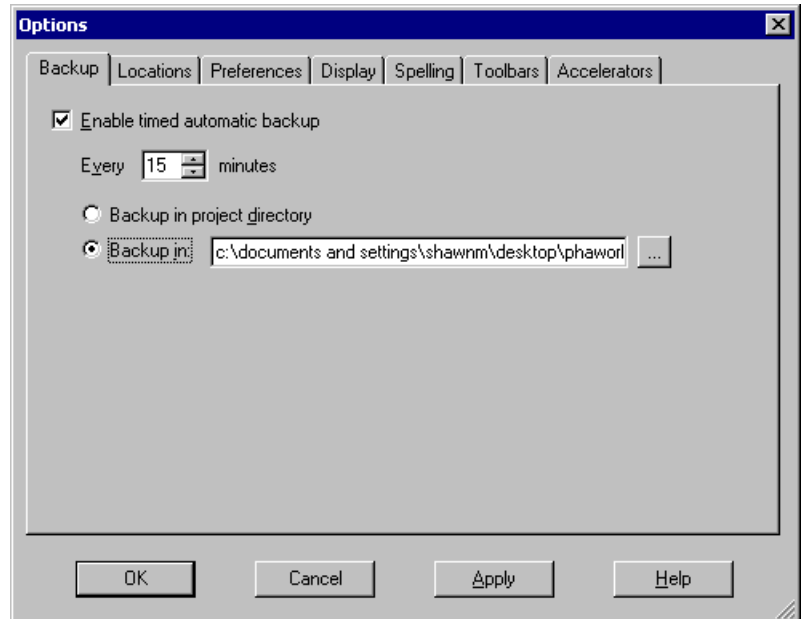
With the use of the correct software, PHA studies have become easier, quicker and more cost effective. Today, with not enough resources to complete far too many tasks, PHAWorks 5 is a tool that is essential to your company. No program is used or trusted more throughout the world when completing PHA studies than PHAWorks. Over the last six years people just like you have completed thousands of the highest-quality studies using PHAWorks.

There are many new features included in PHAWorks 5. The project file format itself has changed from a database format to a document format. The column configuration capabilities have been expanded, the text formatting improved, and you will find many other modifications throughout the program.

See firsthand why companies that use PHAWorks are completing high quality studies in less time and for less money.

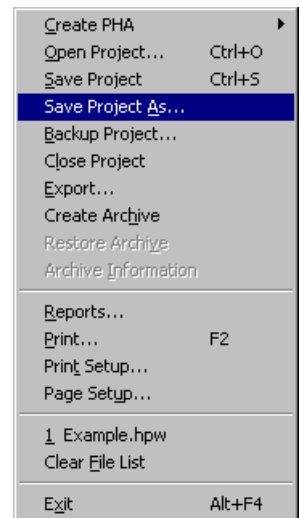
## General

- PHAWorks 5 is a true 32-bit program.
- View old PHAWorks and DOS-Based Hazware projects without first having to convert the projects.
- Because all personal settings are now stored in the registry they will need to be recreated.



## Save Capabilities

- Changing the program format from a database to a document has affected how a project is saved. Now, the way you save a project is similar to the way you save files in other document-based programs, such as Microsoft Word. By changing to a document format; how and when you save your project is up to you.
- You can save a project to a new name (using the Save Project As command), making it much easier for you to change the project's name and where it is stored.
- Use the timed automatic backup feature to save a backup of a project at user-specified intervals. The backup can be located in the project directory, or in another specified directory. In addition, you can back up projects at any time by clicking on the Backup Project command.



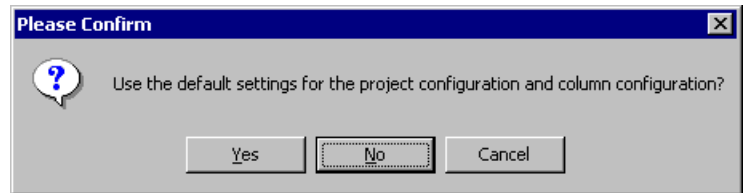
## Undo/Redo Features

- Undo allows you to easily correct mistaken changes, while the Redo feature allows you to restore changes after you have used Undo. The number of undo levels is nearly unlimited.
- Undo/Redo tasks in the Worksheet, Library and Project Notes. These features can be easily accessed from the Edit menu, the main toolbar, by pressing CTRL+Z (or a user-defined accelerator key), or from function menus. Like all capabilities in PHAWorks 5, there are multiple ways to access a feature.



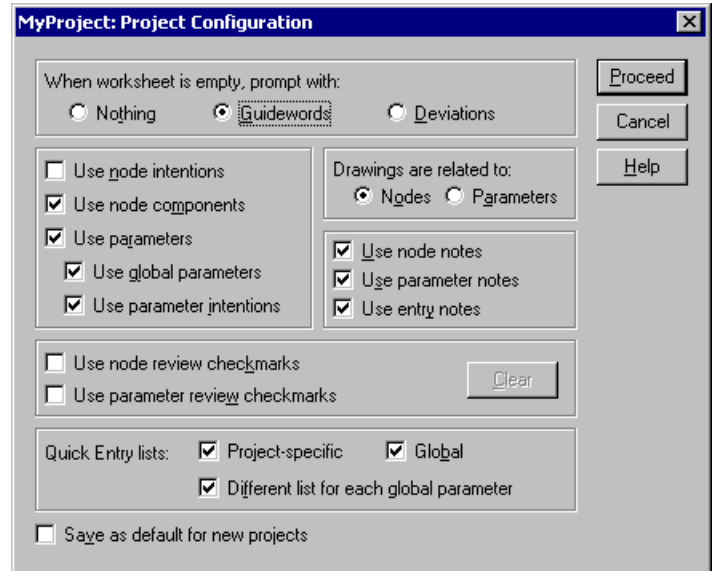
## PHAWorks Viewer

- The PHAWorks Viewer is a separate program that allows you to view, but not edit, any PHAWorks or old DOS-Based Hazware project. With this program, you can review projects and use other features that do not alter any of the project information. This way, after a project is completed, anyone in the company can study and review data, but not change it.



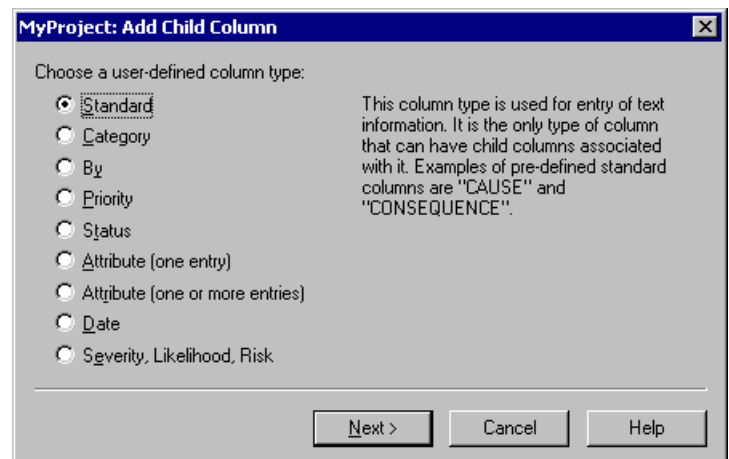
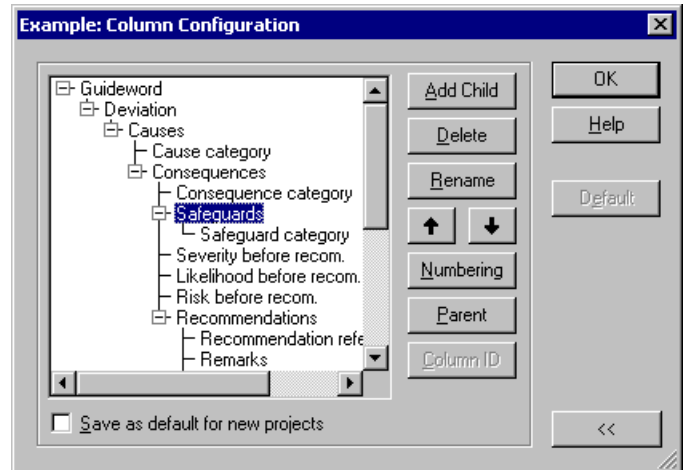
## Enhancements to Project Configuration

- PHAWorks 5 includes a confirmation dialog box that appears when you are creating a new project. You can choose whether you'd like to use the default settings for the project and column configurations or customize your configuration.
- Save default project configuration settings for new projects so all new projects use the same default configuration.
- Easily remove all notes (e.g., node, worksheet) from your projects by unchecking notes in the project configuration.



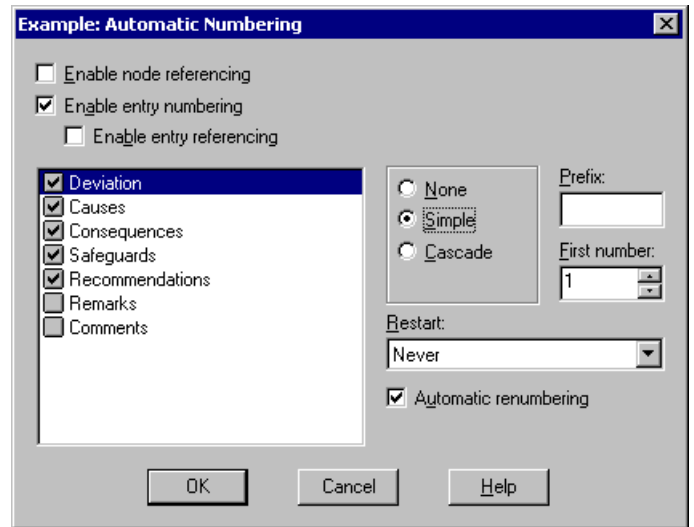
## Enhancements to Column Configuration

- Columns names, widths and positions are now saved within a project. This allows the columns to appear the same when the project is opened by a different user, or on a different computer.
- Add user-defined columns to a worksheet. Customize your worksheet and include multiple techniques within the same project, if required.
- Customize your worksheet even more by moving the locations of either predefined or user-defined columns.
- Resizing or renaming a column changes the column heading's color to indicate that you are making a change.
- Create multiple column relationships within a project, even for custom columns.
- Delete columns from a project.
- Once you define column settings, save your configuration as the default column settings for new projects.



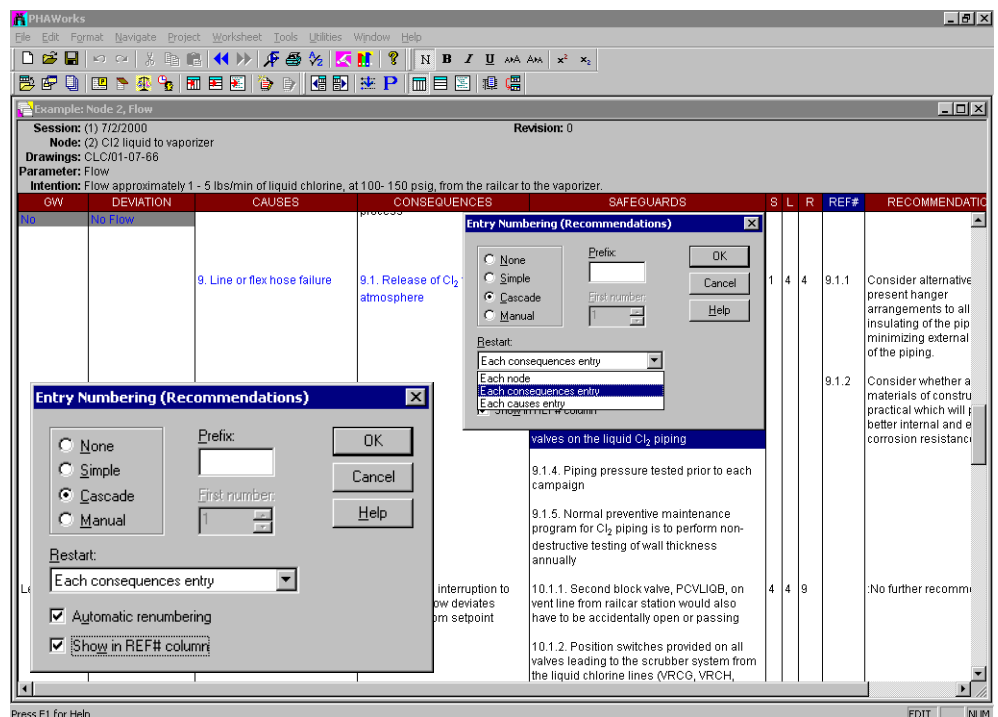
## Enhancements to Column Numbering

- Custom number almost every column in the worksheet. Select to include no numbering, simple numbering, cascade numbering, or manual numbering in your worksheet columns.
- Restart numbering options now include never start over; start over with each new worksheet; start over with each new category/node/parameter/system/subsystem; start over with each new parent column entry.
- Option to turn off/on automatic renumbering of worksheet entries.
- Indicate what the first number will be in the numbering scheme.
- Add a prefix to the numbers.
- Number custom columns.



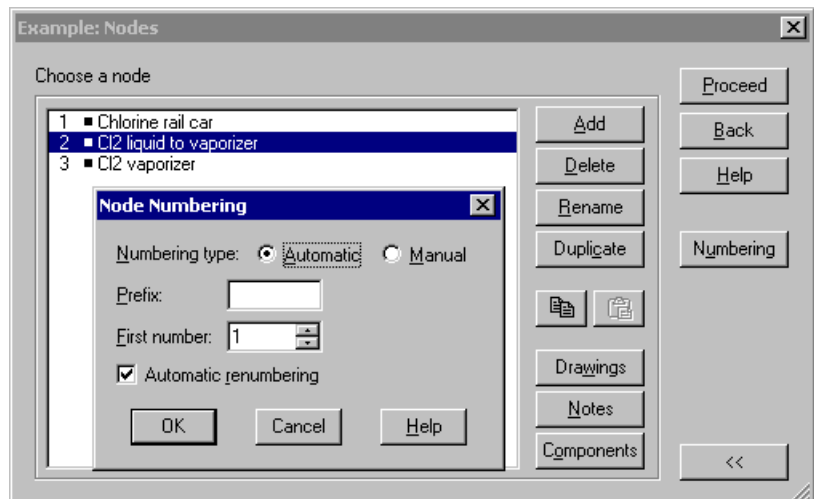
## New Reference Number (REF#) Column

- Create unique identifiers for each recommendation using the Reference Number (REF#) column.
- Include your unique recommendation number in either the recommendation column or the REF# column.
- Custom number the REF# and/or the recommendation column using all the latest numbering capabilities.



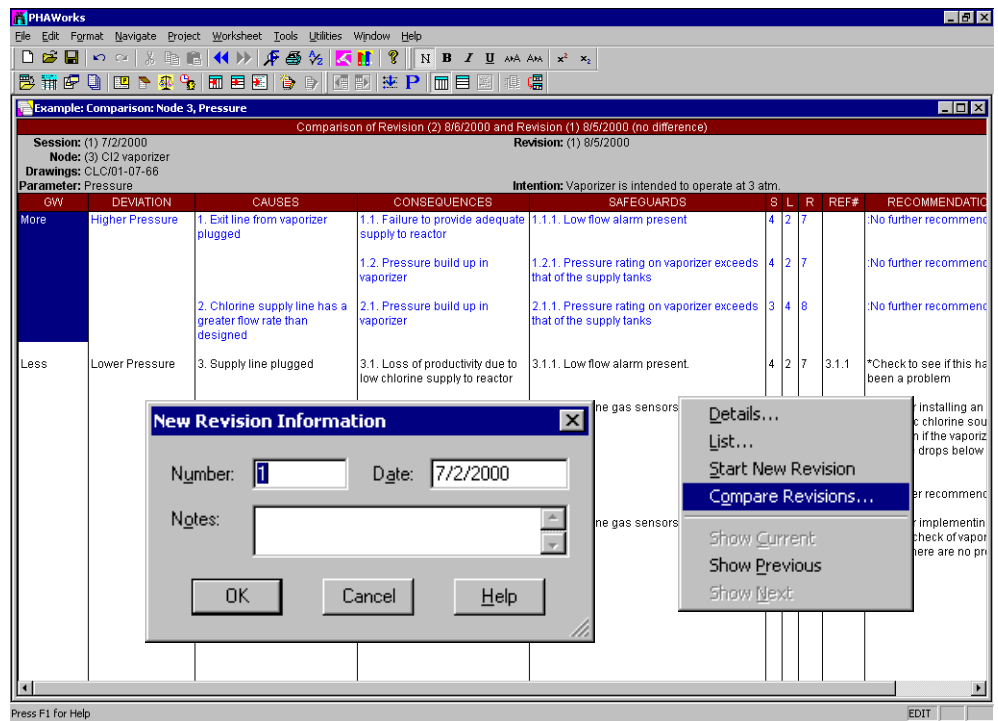
## Additional Numbering Enhancements

- Custom number nodes, systems, subsystems and categories using automatic or manual numbering.
- Option to turn off/on automatic renumbering of items in the dialog boxes.
- Indicate what the first number will be in the numbering scheme.
- Add a prefix to the numbering to further identify each item.



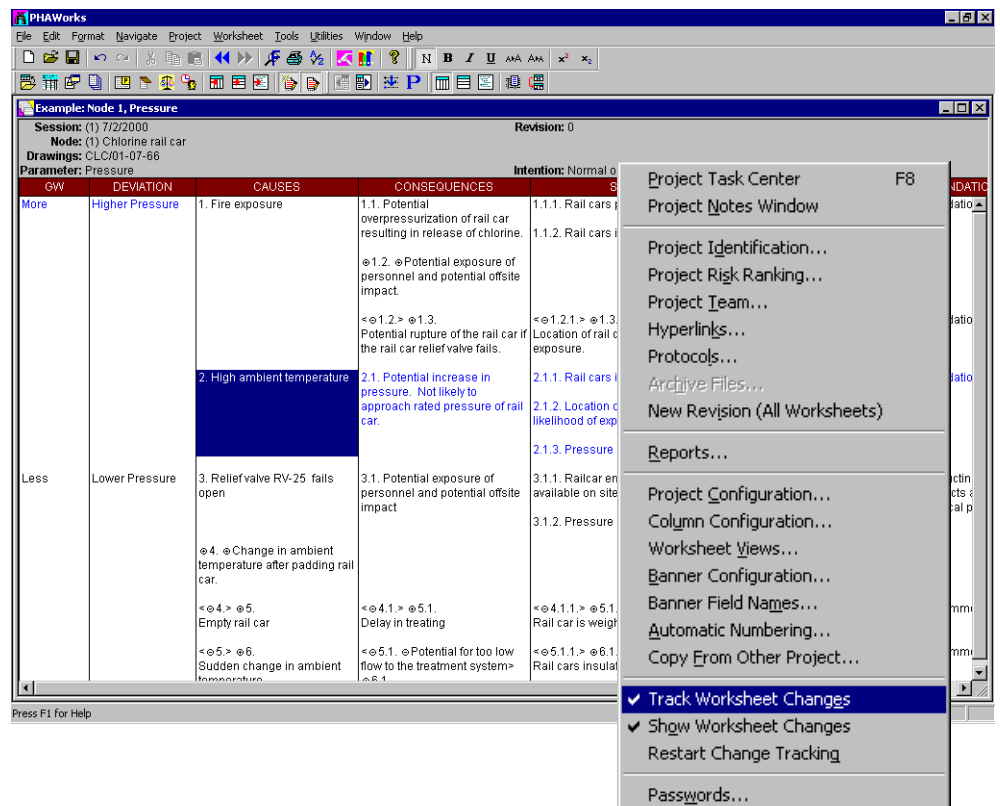
## Revision Features

- Create true revisions (snapshot) of worksheets, allowing you to review the history of a project.
- Scroll (backward and forward) through revisions to see what a study's progress was at the point that the revision was saved.
- Compare revisions to get a better picture of how a project worksheet has changed over time.
- Include unlimited number of old revisions.
- Easily delete old revisions to keep a structured history of your worksheet.
- View revisions in the same window or a different window, or go to the revision window if already opened.
- Revision entries are read-only, for your security.
- Create true revisions for all worksheets in your project at once.
- Include notes for each revision you create.



## Track Worksheet Changes Features

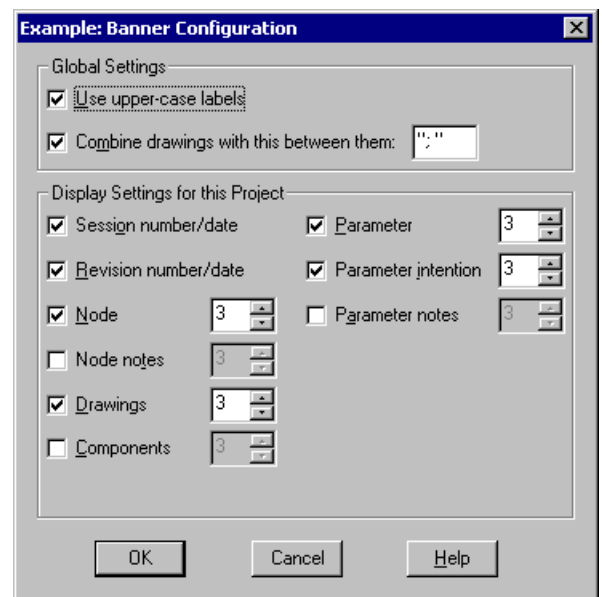
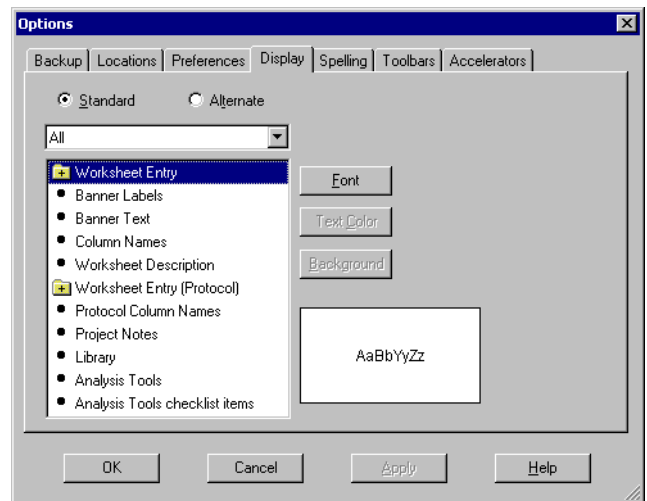
- Track all of your deletions, changes and additions using Track Worksheet Changes. This tracks all of your changes (based on entries you alter, add or delete) in the worksheet.
- You can decide to Show Worksheet Changes, which indicates additions to the worksheet with a plus sign (+), and deletions with a minus sign (-).
- If you've been tracking changes, but want to start over, i.e., to track changes made from this point but not those made before, you can choose Restart Change Tracking.



# Worksheet and Project Modifications

## Project

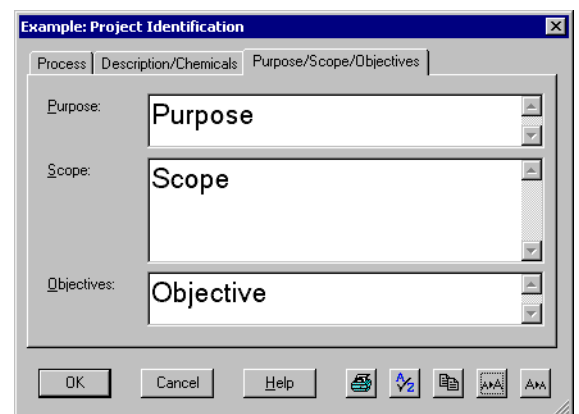
- Choose whether or not you want to be prompted for Protocols when creating a new project.
- Multiple people can view a project, even while someone is editing the project.
- Preview changes you make to text formatting (fonts, color, background, etc.) in the Display dialog.
- When creating a project update, you are prompted to indicate if you are updating PHAWorks compatible information.
- Find/Replace text in the project notes.
- When you're completing a Find/Replace, if the text is found in a column not currently being shown in your worksheet, you have the choice of adding the column to your current view.
- Change the order of fields in export to change the order in which the fields are exported.
- Combine the listing of multiple drawings/date onto one line using a defined separator between the drawings.
- Right-click on a project in the Open Project dialog box to access such functions as cut, copy, paste, delete, etc.
- In project dialog boxes, you can change the size of the text in the multiple-line editors for easy reading. Each dialog box's font size is unique.



## Project Identification

The Project Identification dialog box has been changed to a tabbed format and has been expanded to allow for additional project information.

- The Process tab provides fields for information about the name and location of the company completing the study, the facility, the process used, the study's file name, and the date.
- The Description/Chemicals tab provides fields for information about the process description and the chemicals used in the process.
- The Purpose/Scope/Objectives tab provides larger information fields for this information



## Worksheet

- Worksheet views are now saved within the project, which means that each project has its own set of views. In the past, changing the view for one project type (e.g., HAZOP) affected all projects of that type.
- Copy multiple, noncontiguous entries from a worksheet.
- Change the text format within worksheet entries using the new Format menu or by right-clicking on an entry. Make the font smaller or larger, italic, bold, underline, subscript and superscript.
- Text format changes made to worksheet entries in the Spreadsheet or Datasheet views are now reflected in the Tree view.
- Display and print using long dates.
- Show the entry notes indicator as a bitmap.

DEVIATION	CAUSES	CONSEQUENCES	SAFEGUARDS	S	L	R	REF#	RECOMMENDATIONS
Higher Pressure	1. Fire exposure	1.1. Potential overpressurization of rail car resulting in release of chlorine.	1.1.1. Rail cars provided with relief valve. 1.1.2. Rail cars insulated	1	4	4		:No recommendations
		1.2. Potential exposure of personnel and potential ofsite impact.	1.3.1. Location of rail car minimizes likelihood of exposure.	1	5	5		:No recommendations
	2. High ambient temperature	2.1. Potential increase in pressure. Not likely to approach rated pressure of rail car.	2.1.1. Rail cars insulated 2.1.2. Location of rail car minimizes likelihood of exposure. 2.1.3. Pressure indicator, PI-1.	5	1	5		:No recommendations
Lower Pressure	3. Relief valve RV-25 fails open	3.1. Potential exposure of personnel and potential ofsite impact	3.1.1. Railcar emergency leak patch kit is available on site.	1	4	4	3.1.1	Consider conducting a failure modes and effects analysis (FMEA) of a typical pressure relief valve.
			3.1.2. Pressure indicator, PI-1.					
	4. Change in ambient temperature after padding rail car.	5.1. Delay in treating	5.1.1. Rail car is weighed upon receipt	5	3	9		:No further recommendations
	5. Sudden change in ambient temperature		6.1.	6.1.1. Rail cars insulated	5	2	8	

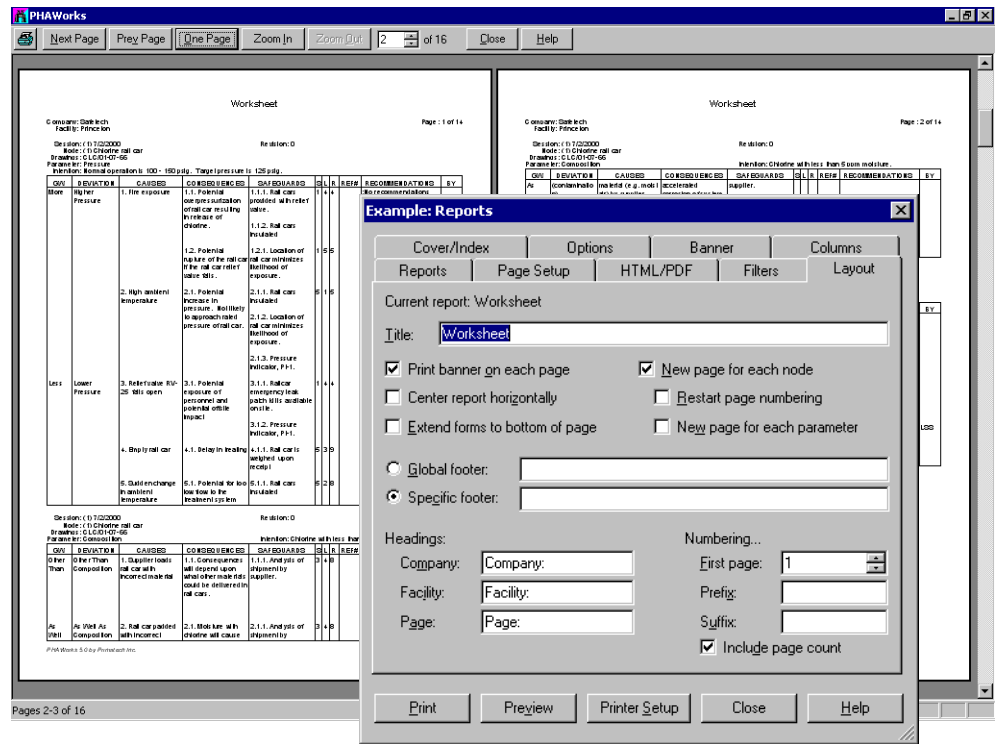
DEVIATION	CAUSES	CONSEQUENCES	SAFEGUARDS	S	L	R	REF#	RECOMMENDATIONS
Higher Pressure	1. <u>Fire exposure</u>	1.1. Potential overpressurization of rail car resulting in release of chlorine.	1.1.1. Rail cars provided with relief valve. 1.1.2. <u>Rail cars insulated</u>	1	4	4		:No recommendations
		1.2. Potential rupture of the rail car if the rail car relief valve fails.	1.2.1. <u>Location of rail car minimizes likelihood of exposure.</u>	1	5	5		:No recommendations
Lower Pressure	2. High ambient temperature	2.1. Potential increase in pressure. Not likely to approach rated pressure of rail car.	2.1.1. Rail cars insulated	5	1	5		:No recommendations
			2.1.2. Location of rail car minimizes likelihood of exposure. 2.1.3. Pressure indicator, PI-1.					
	3. Relief valve RV-25 fails open	3.1. Potential exposure of personnel and potential ofsite impact	3.1.1. Railcar emergency leak patch kit is available on site.	1	4	4	3.1.1	3.1.1. Consider conducting failure modes and effects analysis (FMEA) of a typical pressure relief valve.
			3.1.2. Pressure indicator, PI-1.					
4. Empty rail car	4.1. Delay in treating	4.1.1. Rail car is weighed upon receipt	5	3	9		:No further recommendations	
5. Sudden change in ambient temperature	5.1. Potential for too low flow to the treatment system	5.1.1. Rail cars insulated	5	2	8		:No further recommendations	

## Spell Check Enhancements

- When you're completing a spell check and the text is found in a column not currently being shown in your worksheet, you have the choice of adding the column to your current view.
- Spell check options have been improved. You can now choose to Ignore domain names; to use Auto correct; and to set the spell check speed at Fast but less accurate, Moderately fast and accurate, or Slow but accurate.
- The Added words file has been moved from the Locations page to the Dictionaries dialog box, allowing you to easily update the spell check dictionary being used.

## Report Enhancements

- A new Classification Report allows you to create a report based on data in a particular column. This report uses the Individual Action Items/Individual Information Needs report format, but allows you to select which column you want to base the report on (e.g., CAT, By, Priority, Status, Date or S/L/R column, or even on a custom column you've created)
- Include Page Count when printing reports allows you to have page "X of XX" printed automatically on each page.
- In the Risk Statistical Report, you can complete analysis on any Severity column, even user-defined columns.
- In the Risk Statistical Report, values are now printed on the left side of the grid for better formatting.

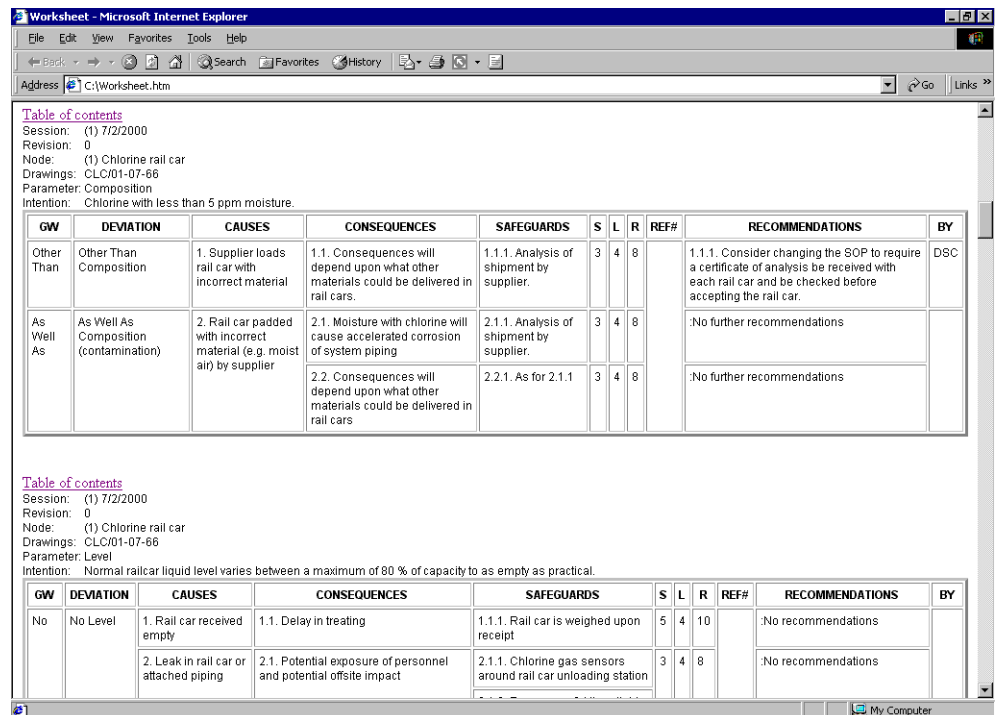


## Report Preview Enhancements

- "Zoom In" and "Zoom Out" buttons have replaced the "+" and "-" buttons.
- Click the left mouse button to move among the three zoom levels.
- Preview two pages of a report at the same time.
- Either type the number of the page you want or scroll through the page numbers until you reach the page you require.

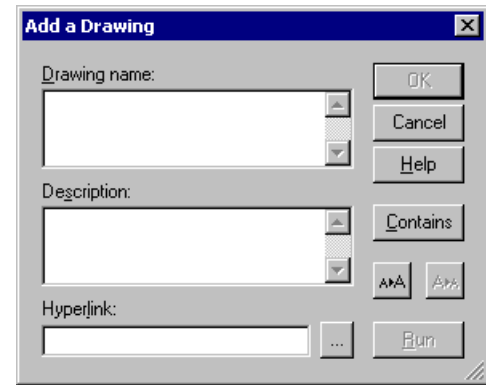
## HTML Reports

- Easily print reports to HTML files. These reports can be emailed to others for review, updates, comments, or you can save the HTML report files in your EDMS system. HTML report creation is included by default in PHAWorks 5.



## Hyperlinks

- When you open a hyperlink, the running application will reactivate, or a new application will be started.
- Create hyperlinks from within the Drawing Details dialog box.
- Run a hyperlink to a drawing from the drawing name listed in the banner.

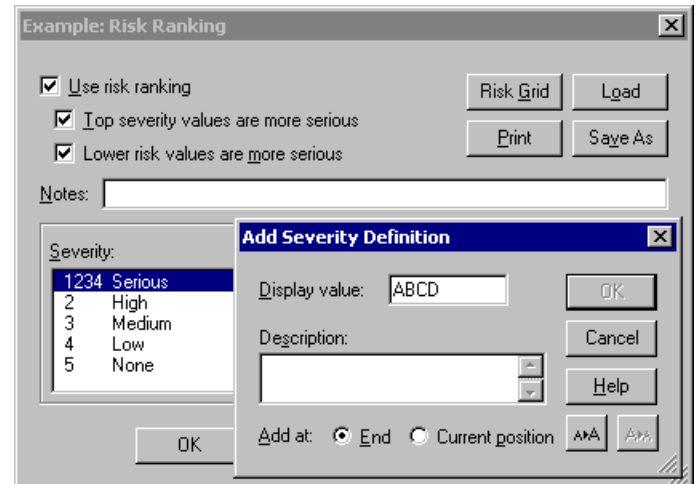


## Risk Ranking

- Add notes to your risk ranking to enter a more detailed description of the risk ranking you are using.
- Enter up to four characters, in a combination of letters and numerals, to define the Severity and Likelihood.

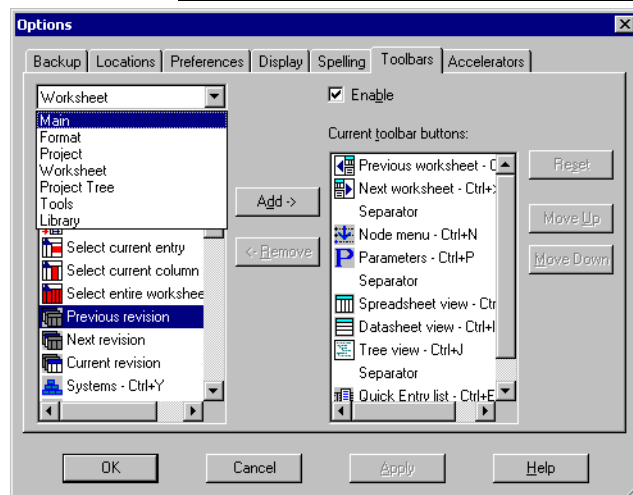
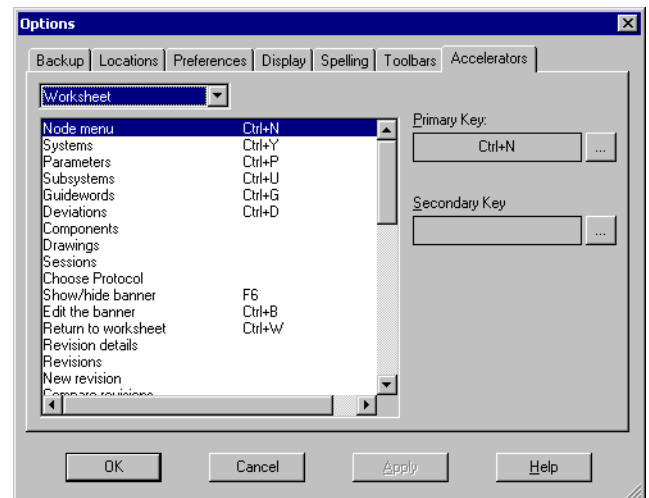
## Accelerators

- Define which key strokes control what tasks for any of the menu commands by using the custom accelerators feature.
- Use two separate keyboard accelerators for each command.



## Toolbar Changes

- Toolbars are now displayed based on where you are in the program (e.g., the Worksheet toolbar will be displayed only when you're in a worksheet window).
- A Toolbars submenu has been added to the Utilities menu. This submenu lets you turn toolbars on or off, and lets you customize the toolbars. You can access the toolbar customization from the Toolbars submenu, by going to the Options page in the Utilities menu, or by right-clicking on a toolbar and selecting Customize from its function menu.
- Dock toolbars on your desktop or different locations within the PHAWorks window.



## Menu Changes

- In the Utilities menu, under File Maintenance, the Compress/Expand Project features have been removed because the program format has been changed to a document format.
- The Window menu now contains the New Worksheet Window and Change Window Format submenus, which previously were in the Project menu.
- The Revision for All Worksheets option under the Project menu has been renamed as New Revision (All Worksheets).
- In the Worksheet menu, Change Column Width has been replaced by Increase Column Width and Decrease Column Width.
- Accelerators has been removed from the Help menu with the addition of the custom accelerators capability.

## Menu Additions

- A Format menu has been added. It allows you to change the text format in a worksheet entry.
- A Toolbars submenu has been added to the Utilities menu.
- The Project menu contains the new Track Worksheet Changes, Show Worksheet Changes and Restart Change Tracking commands.
- Column Configuration has been added to the Project Task Center and the Project Menu.
- Undo/Redo features have been added to the Edit menu when in the worksheet, Project Notes or Library windows.
- The Save Project As... command has been added to the File menu.
- A link to Primatech's Web site, called Primatech Home Page, has been added to the Help menu.
- An option to scroll through multiple revisions of a worksheet within the same window has been added to the Revision submenu in the Worksheet menu. The new Revision submenu includes such commands as Details, List, Start New Revision, Compare Worksheets, Show Current, Show Previous and Show Next.