



# Constellation PowerLabs

**OneLab Training Guide  
For Technical Services**





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\*If you think you need access to one of these, please contact your customer service representative

# Accessing OneLab

- Go to the following URL to access OneLab: <https://onelab.exelonpowerlabs.com/>
  - Enter your username and password that your Customer Service Representative provided you
    - Click the login button to enter the site

**OneLab**  
By  
PowerLabs

Complete, Quality Calibration & Testing Services For Industry

**OneLab Login**

Username:

Password:

Login Reset

**OneLab for Information**

- Real Time Status of Equipment being Calibrated
- Fleet Asset Visibility
- Online Retrieval of Certs and Reports
- Equipment Calibration History
- Inventory of Equipment Calibrated at PowerLabs
- Out of Tolerance Reporting
- Custom Reports Created to Your Specification
- Asset Tracking
- Calibration Management System

**OneLab for Calibration**

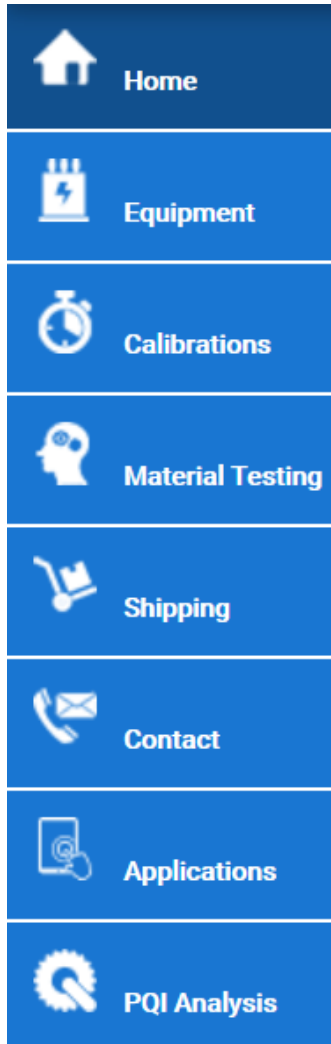
- Calibration of Measuring & Test Equipment (M&TE)
- Calibration of Portable Radiation Protection Equipment
- M&TE and Radiation Protection Equipment Repair
- Hot Lab Capabilities for Calibration and Repair
- Single Source provider with controlled approved Suppliers
- On-Site Calibrations

**OneLab for Testing**

- Electrical, Mechanical, Metallurgical Failure Analysis
- Commercial Grade Item Dedication Testing (CGI)
- Critical Parts Quality Testing (PQT)
- Material, Chemical, Lube Analysis
- Diesel Fuel Testing
- Hot Lab Capabilities for Failure Analysis and Testing

[Home](#)

# OneLab Technical Services Main Menu



- If you are a Technical Service customer, your navigation menu will look like the screenshot shown on the left.
  - **Home** – Displays a set of widgets/shortcuts that are easy to view
  - **Calibrations** – Can search for any of your calibrations if you are a calibration customer
  - **Material Testing** – Can request new projects and quotes, search for current projects as well as search for previous requests
  - **Shipping** – Here you can track any of the shipments for your equipment and check on delivery status
  - **Contact** – A place to submit and update ATS tickets that you have submitted (available only to the primary account holder from your company)
  - **Applications** – A place where you can review files and download catalogs
  - **PQI Analysis** - Contains data trends for PQI customers, requests new projects for PQI testing (available only for customers enrolled in the PQI program)


# OneLab Homepage Widgets

Testing In Progress	
Type	Number
Requested	0
Received	0
In Progress	0
On Hold	1
Completed	0
Shipped	0

Year to Date Projects				
Project Type	Fleet		Community	
	Project	Sam...	Project	Sam...
Material Identific...	25	46	31	52
Oil Analysis	155	283	176	316
Consulting	16	0	52	0
Special Test	82	393	108	446
Chemical Analysis	106	180	150	283

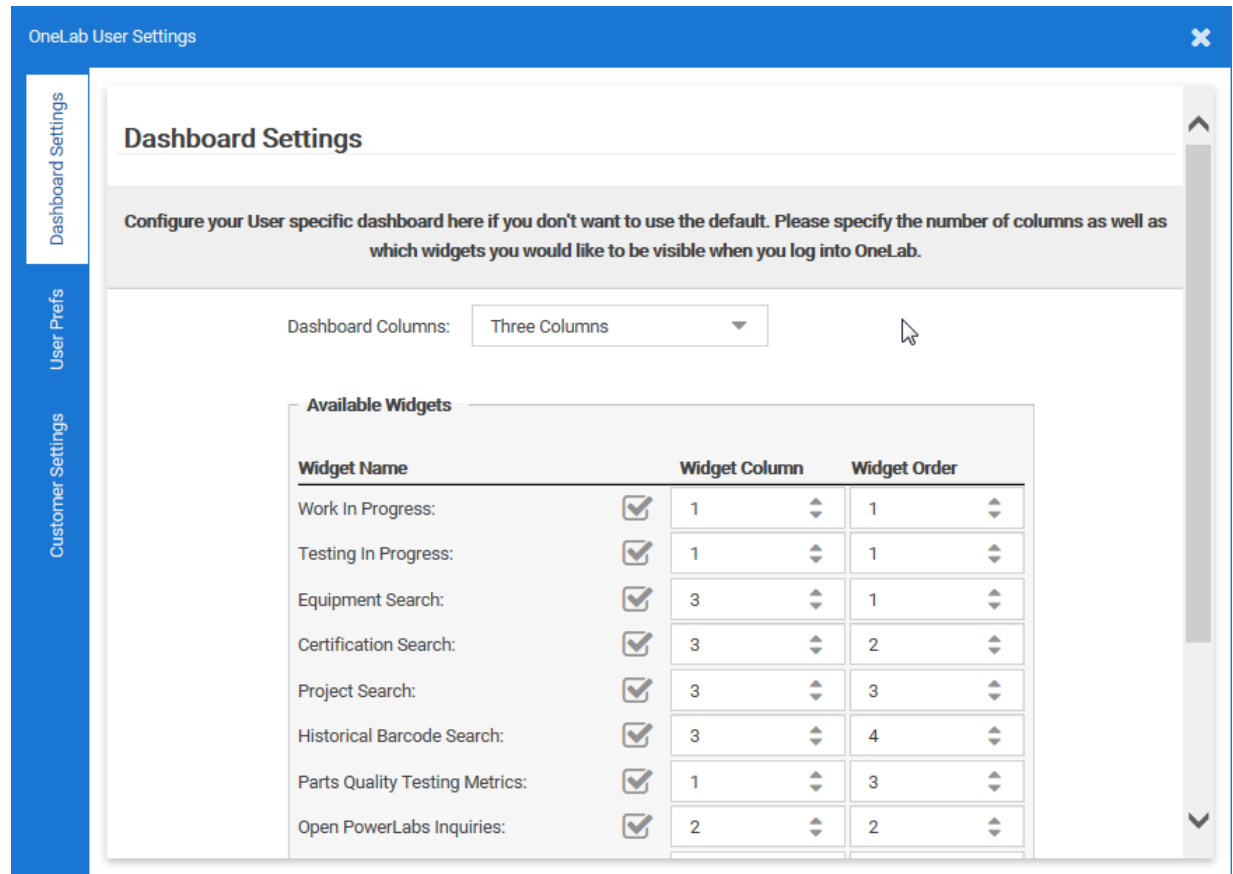
- **Testing in Progress** – Displays the status of equipment and allows you the ability to review the categories more in depth
- **Year to Date Projects** – Easy access to view your company’s project types
- **Open PowerLabs Inquiries** – Allows you to review any open tickets your company made whether it be a request to have a piece expedited, questions, etc
- **Project Search** – Search projects to learn the status
- **Parts Quality Testing Metrics**– Can enter the current barcode to find what the prior barcode was (*this search is only available to customers enrolled in PQI*)

# OneLab Homepage Widgets & Settings: Customizing Homepage

- **User Settings** - Go to the top right of the page and click on the tool icon  which will take you to your dashboard settings where a box will appear if the following options:

## Dashboard Settings

- **Dashboard Columns** – Select how many columns of widgets you would like to see on your homepage
- **Available Widgets** – Check off the widgets you would like to appear on your homepage as well as select the column you would like it to appear in and the order
- Be sure to scroll down and click the blue **Save Preferences** button



OneLab User Settings

### Dashboard Settings

Configure your User specific dashboard here if you don't want to use the default. Please specify the number of columns as well as which widgets you would like to be visible when you log into OneLab.

Dashboard Columns:

#### Available Widgets

Widget Name		Widget Column	Widget Order
Work In Progress:	<input checked="" type="checkbox"/>	1	1
Testing In Progress:	<input checked="" type="checkbox"/>	1	1
Equipment Search:	<input checked="" type="checkbox"/>	3	1
Certification Search:	<input checked="" type="checkbox"/>	3	2
Project Search:	<input checked="" type="checkbox"/>	3	3
Historical Barcode Search:	<input checked="" type="checkbox"/>	3	4
Parts Quality Testing Metrics:	<input checked="" type="checkbox"/>	1	3
Open PowerLabs Inquiries:	<input checked="" type="checkbox"/>	2	2

# OneLab Homepage Widgets & Settings: Customizing Homepage

## User Preferences

Select the **User Prefs** tab to the left of the User Settings box

- Here you can update your profile information, phone numbers and notification preferences
- **Email Notifications** – Here you can select the following options for what you would like to be notified
- Be sure to scroll down and click the blue **Submit** button

OneLab User Settings

Dashboard Settings

User Prefs

Customer Settings

**Email Notifications:**

- Receive Equipment Due for Calibration list via Email
- Receive Out of Tolerance Notifications via Email
- Receive Email Notifications regarding your Open PowerLabs Issues
- Receive information about our Failure Analysis and Component Testing capabilities
- Receive weekly calibration status summaries
- Receive repair and/or parts order authorization notifications (security required)
- Receive Certificates of Calibration via Email when Completed
- Receive notification of pre-approved repairs (security required)
- Receive Calibration Shipment Notification
- Receive Every Ticket Notification for your Company

Submit Reset

# OneLab Equipment Page

Here you will be able to search for all your equipment.

- **Search** – Under Search Type drop down option, select the appropriate option
- **Equipment Search** – This is the general search default which will have all the available criteria for you to search for your equipment
- **Due for Calibration** – Selecting this option will simplify the criteria when searching for items that are due for calibration
  - Select a *Calibration Due Date* located below the search type specifications to find which pieces will be calibrated within a certain date range (Anything that is coming due for calibration)

**Request M&TE** – This tab allows you to make requests on purchasing equipment. We recommend that only the primary account holder has access to this tab. If you think you need access, please contact your customer service representative

The screenshot displays the OneLab By PowerLabs web application interface. On the left is a blue navigation sidebar with icons and labels for Home, Equipment, Calibrations, Material Testing, Shipping, Contact, and Applications. The main content area features a search bar at the top with a magnifying glass icon and a 'Request M&TE' button. Below the search bar is a 'Search' section with a dropdown menu set to 'Equipment Search'. The search criteria include fields for 'Search Type', 'Serial Number', 'Asset Type', 'Manufacturer', 'Model', 'Description', and 'Equipment ID'. There are two date selection sections: 'Calibration Date' and 'Calibration Due Date', each with 'From', 'To', and 'Prior' or 'Next' fields. At the bottom, there are three checkboxes: 'Include Overdue Assets', 'Exclude Out of Service', and 'Exclude Assets being calibrated'.

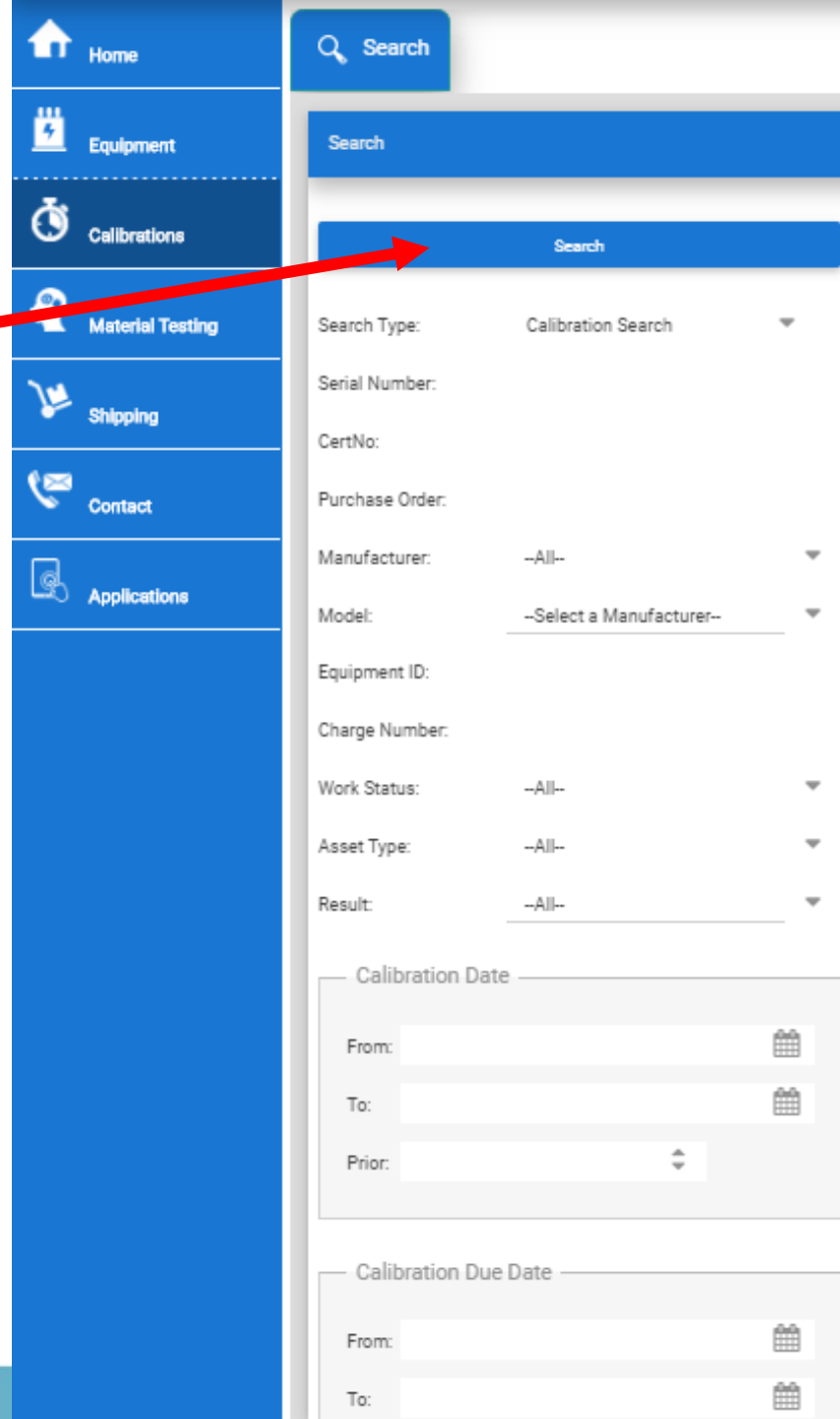


# OneLab Calibrations Page – Pt. 1

## (Only applicable for calibration customers)

Here, you will be able to search for individual calibration records for any piece of equipment

- **Searching** – Be sure to click the blue search bar to begin your search
- In the Search tab (Search Type), you will be able to search for the following:
  - **Calibration Search:** generalized search for any calibrations that were done for your company
  - **Out of Tolerance:** Allow you to search for anything that was found out of tolerance within the past 30 days
  - **Work in Progress:** Identifies which items are still in progress mode and have not finished being calibrated

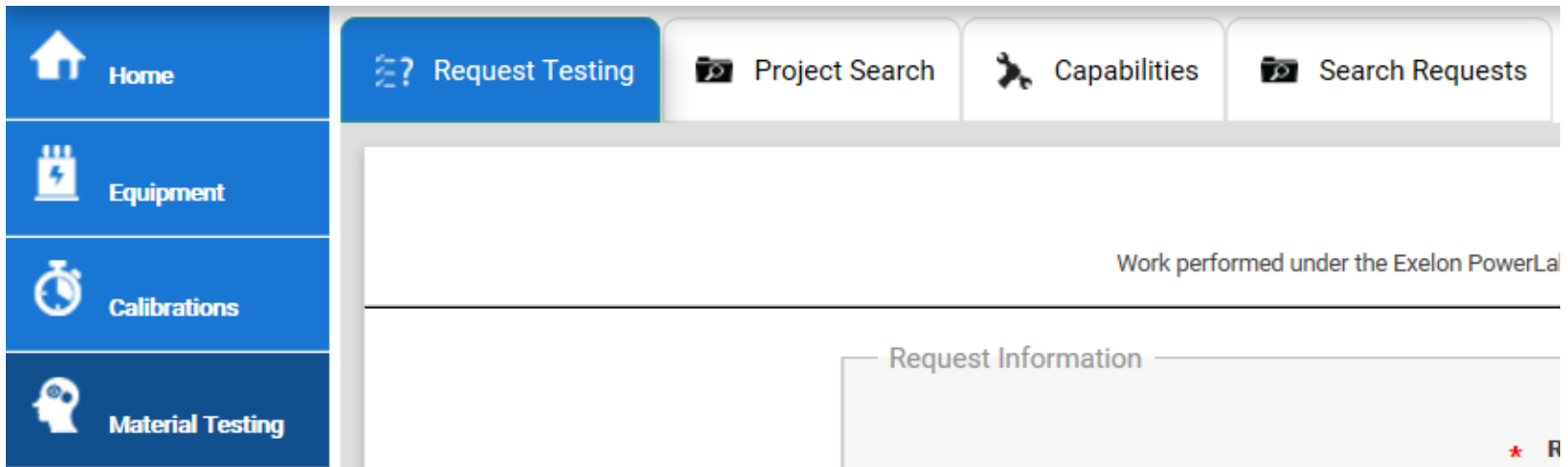


The screenshot displays the OneLab Calibrations page. On the left is a blue navigation sidebar with icons and labels for Home, Equipment, Calibrations, Material Testing, Shipping, Contact, and Applications. The 'Calibrations' menu item is highlighted, and a red arrow points from it to the search bar in the main content area. The search bar is a blue box with a magnifying glass icon and the word 'Search'. Below the search bar is a form titled 'Search' with various search criteria and date pickers.

Search	
Search Type:	Calibration Search
Serial Number:	
CertNo:	
Purchase Order:	
Manufacturer:	--All--
Model:	--Select a Manufacturer--
Equipment ID:	
Charge Number:	
Work Status:	--All--
Asset Type:	--All--
Result:	--All--
Calibration Date	
From:	<input type="text"/>
To:	<input type="text"/>
Prior:	<input type="text"/>
Calibration Due Date	
From:	<input type="text"/>
To:	<input type="text"/>

# OneLab Material Testing Page

- There are four tabs on the top within the material testing page
  - **Request for Project** - Here you can request a new project for testing or analysis. Fill in information including your name, station, unit and project type. After you submit, you will need to enter further information
    - In order to **Request a Quote**, you would need to select **Quote Only** in place of the PO number in the purchase order section
    - **Project Search** – This is a tab where you can search for any in-progress or historical projects
    - **Capabilities** – This tab is filled with PowerLabs’ service brochures
    - **Search Request** – This tab is where you can search for your requested project you created/saved or submitted



# OneLab Shipping Page

The screenshot shows the OneLab Shipping Page interface. On the left is a blue sidebar with navigation icons and labels: Home, Equipment, Calibrations, Material Testing, Shipping, Contact, and Applications. The main content area is titled 'Shipment Search' and contains a search bar, a 'Search' button, a 'Shipment Number' input field, and a 'Shipped Date' section with 'From' and 'To' date pickers and a 'Prior' dropdown menu.

On the Shipping Page, you will be able to gain general shipping information such as:

- Shipping Dates
- Shipment Number
- Tracking Number
- Delivery Address
- PO Number Associated with the Shipment
- Identify Which Equipment Items Were Shipped Out

# OneLab Contact Page

Contact us here by placing an ATS ticket (action tracking system) by filling out the necessary information

- **Priority** - Select from one of the following colors based on priority when making your ticket
  - **Green** – Low priority
  - **Yellow** – Medium Priority
  - **Red** – High Priority

The screenshot shows the 'Contact PowerLabs' form. The sidebar menu on the left includes Home, Equipment, Calibrations, Material Testing, Shipping, Contact, and Applications. The 'Contact' tab is selected. The form fields are: Email Address (text input), Subject (dropdown menu with '-Select-' selected), Message (text area), and Priority (dropdown menu with 'Green' selected). Below the form is a link for 'Additional Contact Numbers' and two buttons: 'Submit' and 'Reset'.

- **Additional Contact Number** – is a link to the contact info page on the PowerLabs site
- **Help Desk** – The second tab labeled Help Desk will allow you to see any open or closed ticket. Can re-open a ticket from here

# OneLab PQR Analysis Page – Only available for customers enrolled in PQR program

- PQR page will include 7 tabs

The screenshot shows the OneLab PQR Analysis Page. The interface includes a navigation sidebar on the left with the following tabs: Home, Material Testing, Shipping, Contact, and PQR Analysis. The main content area is titled 'Data Trending' and contains the following elements:

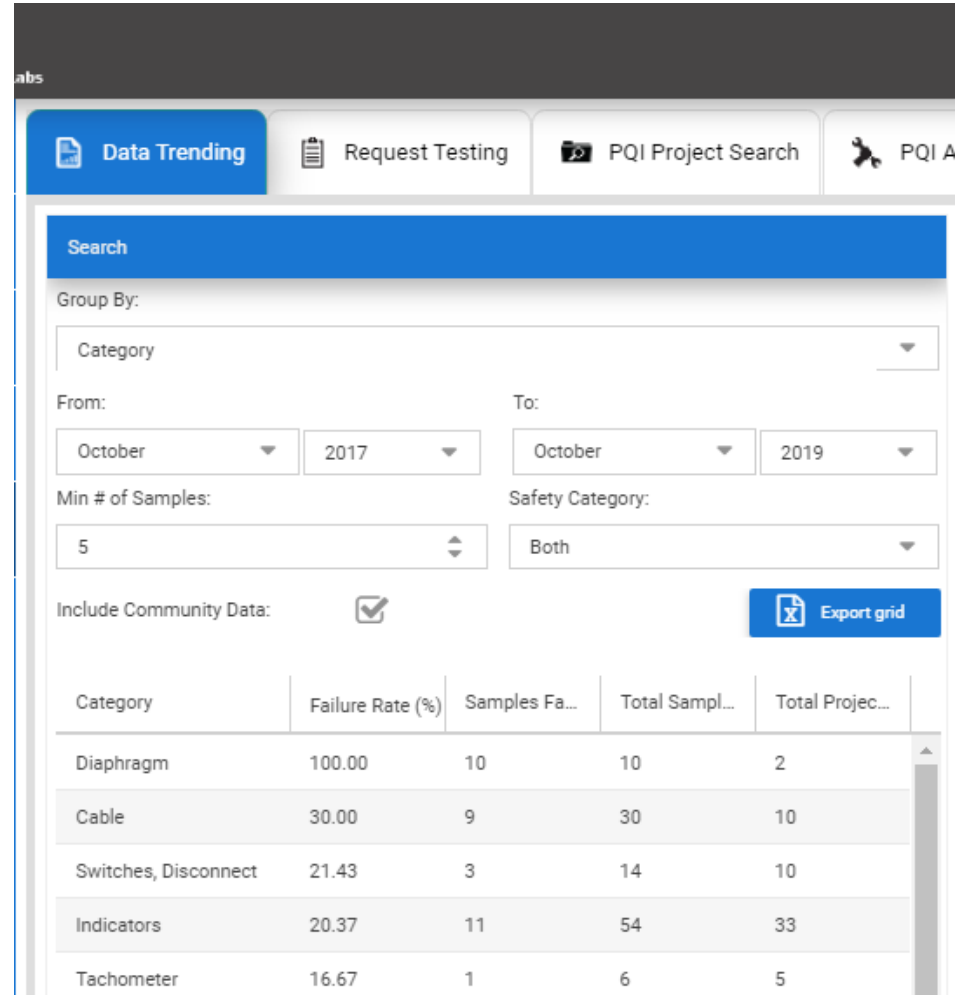
- Search** bar
- Group By:** Category (dropdown)
- From:** October 2017 (dropdowns)
- To:** October 2019 (dropdowns)
- Min # of Samples:** 5 (dropdown)
- Safety Category:** Both (dropdown)
- Include Community Data:**
- Export grid** button

Category	Failure Rate (%)	Samples Fa...	Total Sampl...	Total Projec...
Diaphragm	100.00	10	10	2
Cable	30.00	9	30	10
Switches, Disconnect	21.43	3	14	10
Indicators	20.37	11	54	33
Tachometer	16.67	1	6	5

Below the table, there is a 'Select a category' button with a cube icon.

## OneLab PQI Analysis Page – Only available for customers enrolled in PQI program

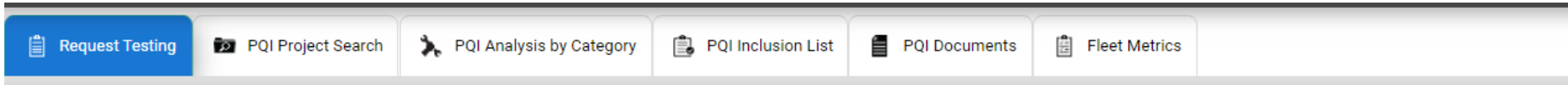
- **Data Trending** – This tab is a place where you can search by either category, manufacturer or model to see the failure rate.
  - Select a date range with a minimum number of samples that were tested and choose to see the results from whether these were safety/non-safety related tested components.
  - The information below will display the group you have selected, the failure rate percentage for that category, number of samples that failed versus total samples tested and total projects.
  - Click on the blue button that says **Export Grid** if you would like to export the data.



The screenshot displays the 'Data Trending' tab in the OneLab PQI Analysis Page. The interface includes a search bar, a 'Group By' dropdown menu set to 'Category', and filters for 'From' (October 2017) and 'To' (October 2019). The 'Min # of Samples' is set to 5, and the 'Safety Category' is set to 'Both'. The 'Include Community Data' checkbox is checked. An 'Export grid' button is visible. Below the filters is a table with the following data:

Category	Failure Rate (%)	Samples Fa...	Total Sampl...	Total Projec...
Diaphragm	100.00	10	10	2
Cable	30.00	9	30	10
Switches, Disconnect	21.43	3	14	10
Indicators	20.37	11	54	33
Tachometer	16.67	1	6	5

# OneLab PQI Analysis Page – Only available for customers enrolled in PQI program



## Request for Project

Work performed under the Exelon PowerLabs QA Program meets the requirements of 10CFR50 Appendix B, 10CFR21, ANSI N45.2, ANSI/NCSL Z540-1, and NQA-1.

Request Information

\* Requester Name:

Requester Phone:

- **Request Testing** – This tab allows you to request testing that is specific to PQI
- **PQI Project Search** – Here you can search for the status of a PQI project, completion dates, etc.
- **PQI Analysis by Category** – Place to explore the failure rates of components in depth
- **PQI Inclusion List** – Parts included in testing for all PQI customers
- **PQI Documents** – Historical record of additions or subtractions from the inclusion list
- **Fleet Metrics** – A snap-shot of Constellation’s monthly PQI metrics per plant