



Using Confluence to Collaborate On and Manage Projects

Sandia National Laboratories is a multimission laboratory managed and operated by National Technology & Engineering Solutions of Sandia, LLC, a wholly owned subsidiary of Honeywell International Inc., for the U.S. Department of Energy's National Nuclear Security Administration under contract DE-NA0003525.

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Agenda

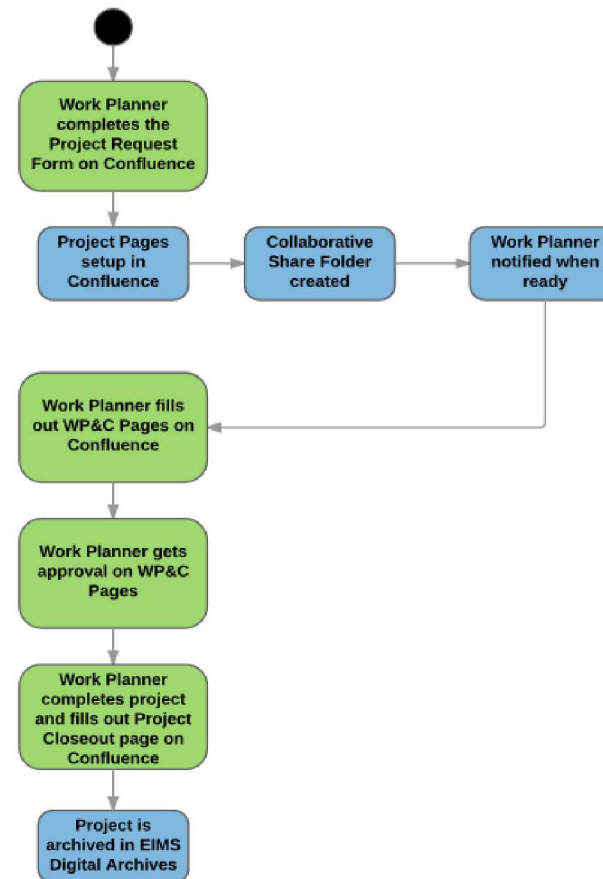


- Project Workflow
- Project Request Form
- Templates
- 1530 WP&C Dashboard
- Questions

Project Workflow



1530 PROJECT ACTIVITY WORKFLOW



Project Request Form



1530 Project Request Form

Created by Dawne Renae Settecerci, last modified on May 09, 2017

This form is to request a Project Folder on the 1530 Collaborative Share Drive and Confluence

Project Request Form

Key Personnel and Facility Information

Work Planner *

Test Director *

If Work Planner is not the Test Director

Approving Manager *

1530 Departments *

List the 1530 Departments that should have access to this project.

Planning Team *

Enter the planning team names here. Please include ES&H and the Business Support team.

Facility *

2K Track

10K Track

ACF

Blast Pad

Burn Site

Centrifuge 29

Centrifuge 35

[Dawne Renae Settecerci](#) submitted the Easy Form "Project Request Form" on page [1530 Project Request Form](#).

Work Planner	Dawne Settecerci
Test Director	Robert Gaetz
Approving Manager	Mike Teague
1530 Departments	1533, 1534, 1535
Planning Team	Robert Gaetz, Dawne Settecerci, Anthony Tanbakuchi, TJ Williams
Facility	
Project Name	Mobile Console
Project Number and Task	
Customer	
Other Departments	N/A
Additional Suport Needed	
Description of Activity	Get the mobile console up and running
Are the project pages OUO?	No
Anticipated Start Date	2018-06-19
Anticipated Test Date	2019-02-01
Anticipated Cleanup Date	2018-06-01

Templates



■ Template Creation

Space Tools

[Overview](#) [Permissions](#) [Advanced Space Functionality](#) [Community Forums](#) [Content Tools](#) [Look and Feel](#) [Comala Workflows](#)

[Integrations](#) [Activity](#) [Tasks](#) [Bookmarks](#) [Page Approval](#)

[Templates](#) [Reorder Pages](#) [Orphaned Pages](#) [Undefined Pages](#) [Attachments](#) [Trash](#) [Export](#) [RSS Feeds](#)

User Created Templates

[Create New Template](#)

Name	Description	Last Updated By	Updated	Operations
1530 Change Request Template	No description	Dawne Renae Settecerci	Jun 21, 2017	Promote · Edit · Delete
1530 JSA TEMPLATE	No description	Dawne Renae Settecerci	Apr 26, 2017	Promote · Edit · Delete
1530 PRE-JOB CHECKLIST TEMPLATE	No description	Dawne Renae Settecerci	Apr 26, 2017	Promote · Edit · Delete
1530 PROJECT CLOSEOUT	No description	Dawne Renae Settecerci	Apr 16, 2018	Promote · Edit · Delete
1530 PROJECT PAGE TEMPLATE	No description	Dawne Renae Settecerci	Apr 17, 2018	Promote · Edit · Delete
1530 PROJECT PAGE TEMPLATE - NEW	No description	Dawne Renae Settecerci	Nov 13, 2017	Promote · Edit · Delete
1530 REQUIREMENTS TEMPLATE	No description	Dawne Renae Settecerci	May 26, 2017	Promote · Edit · Delete
1530 REQUIREMENTS TEMPLATE OPTION 2	No description	Dawne Renae Settecerci	May 26, 2017	Promote · Edit · Delete
1530 SAFETY AND SECURITY CHECKLIST TEMPLATE	No description	Dawne Renae Settecerci	Apr 26, 2017	Promote · Edit · Delete
1530 SAFETY CASE	No description	Dawne Renae Settecerci	Apr 16, 2018	Promote · Edit · Delete
1530 Tier Board	No description	Nicole Ashley Martinez	May 30, 2018	Promote · Edit · Delete
1530 WORK ACCEPTANCE	No description	Dawne Renae Settecerci	Apr 16, 2018	Promote · Edit · Delete
1530 WORK AUTHORIZATION	No description	Dawne Renae Settecerci	Apr 16, 2018	Promote · Edit · Delete

1530 WP&C Dashboard



1530 Current Projects

1530 Projects = Test Director = Facility =  

1530 Projects	Test Director	Facility	Test Date	Work Initiation	Work Acceptance	Safety Case	Work Authorization	Project Closeout	Ct
30-180620 2018 TALL Test Complex Remote Control Refresh	Orlando Abeyta	6584		PENDING	PENDING	COMPLETE	NOT STARTED	NOT STARTED	15
31-170420 Drop Test	Dykes, J	Drop Tower 185	2018-04-18	25 OCT 2017	22 FEB 2018	2018-05-18 EXP	06 APR 2018	01 JUN 2018	W Lu
31-170428 WSEAT PE Patches	Jepsen, R.	Centrifuge 29	2018- Q1, Q4		22 JUN 2017	FACILITY	21 NOV 2017	30 SEPT 2018	
31-170628 Test	Abeyta, L.	Drop Tower 185	2018-02-5,14	09 AUG 2017	25 JAN 2018	FACILITY	29 JAN 2018	31 MAR 2018	De Ar 87 Kc
31-170810 Case Drop Test	Abeyta, L.	Drop Tower 185 WIF 300' Tower	11 JUN 2018 10 SEP 2018	24 AUG 2017	30 APR 2018 20 AUG 2018	04 JUN 2021	23 MAY 2018 05 SEP 2018	29 JUL 2018 31 OCT 2018	25 Pa
31-170831	Dykes, J.	Drop Tower 185	2018		TBD				

Questions?

