

Equipment Location – Certification Information Database (EL-CID)

Version 2

User Training Manual

(Level 1)

EL-CID Point of Contact Information

EL-CID Support Center Web Site

HTTP://NTIACSD.NTIA.DOC.GOV/ELCID

NTIA Office of Spectrum Management Web Site

HTTP://WWW.NTIA.DOC.GOV/OSMHOME/OSMHOME.HTML

EL-CID Help Desk

Email: ELCIDHelp@AlionScience.Com

Comm. 410.573.7117 DSN 281.2411 x7117

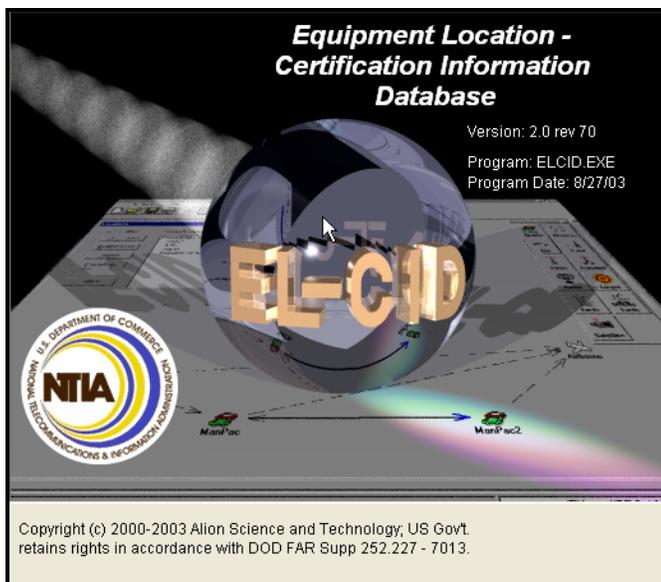
Program Manager: NTIA (Craig Scammon, CScammon@ntia.doc.gov)

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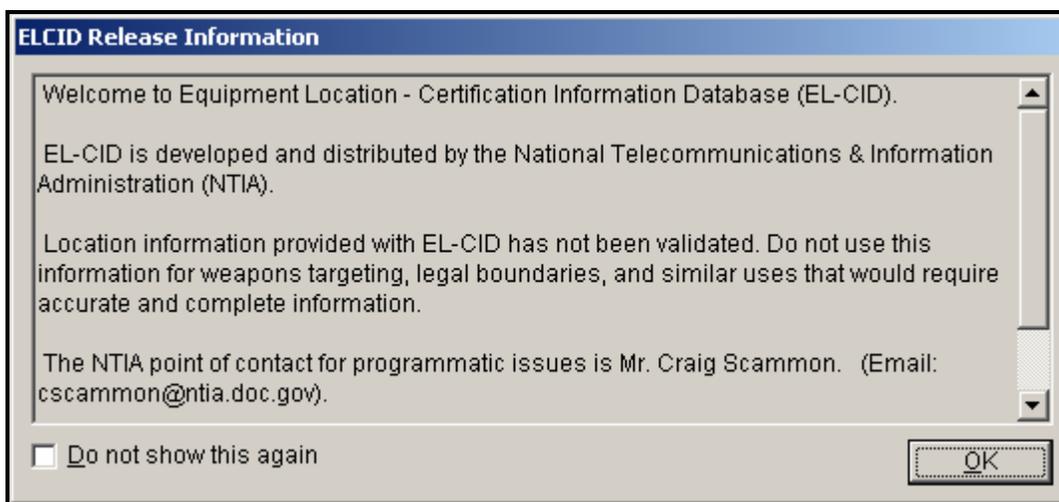
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1. Starting the EL-CID Program

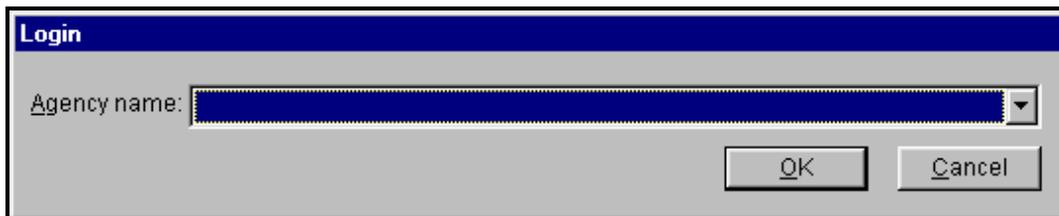
Step 1. To start the EL-CID program, **double-click** the **EL-CID** icon  on the Windows desktop. The EL-CID splash window will be displayed.



The EL-CID Release Information window will then be displayed.



Step 2. Check the **Do not show this again** check box if you don't want to use the Release Information in the future and then **click OK**. The **Login** Window is displayed.



Step 3. Choose your **Agency name** by clicking the **down arrow** button  and **clicking** on your

agency (e.g., Department of the Army) in the list that drops down. You can type in the first character of your agency to go down in the list.

Step 4. Click **OK**. The Startup **EL-CID** Wizard window is displayed.



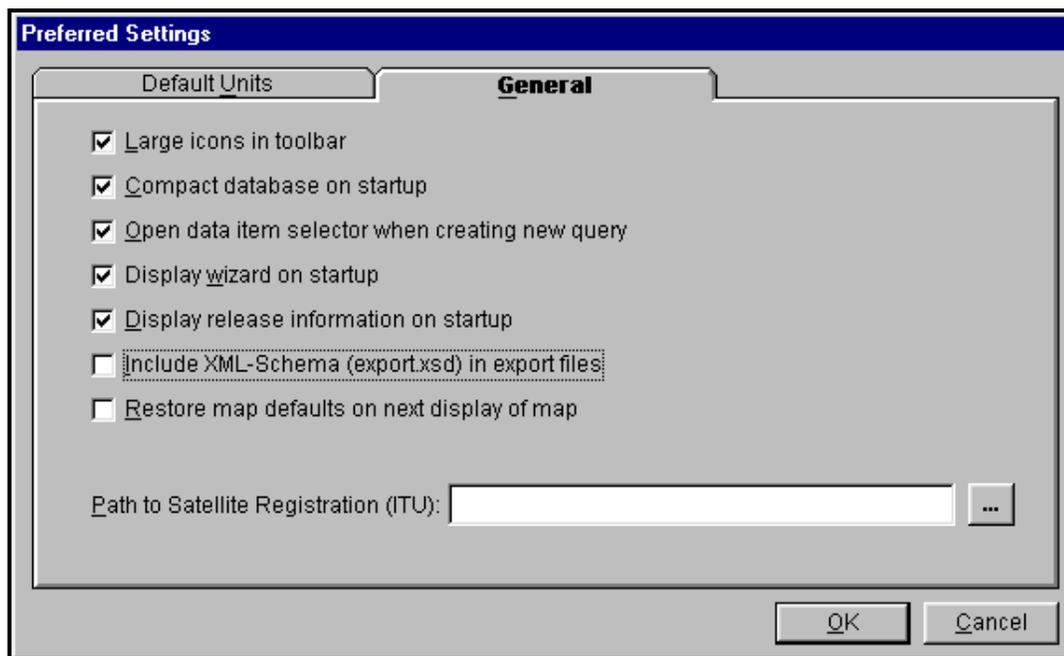
Step 5. Select what you want to do by clicking on one of the radio buttons, and then click **OK** or **Cancel** if you want to go directly into the EL-CID program without the aid of the Startup Wizard.

Check the **Do not show this again** check box if you don't want to use the Startup Wizard in the future.

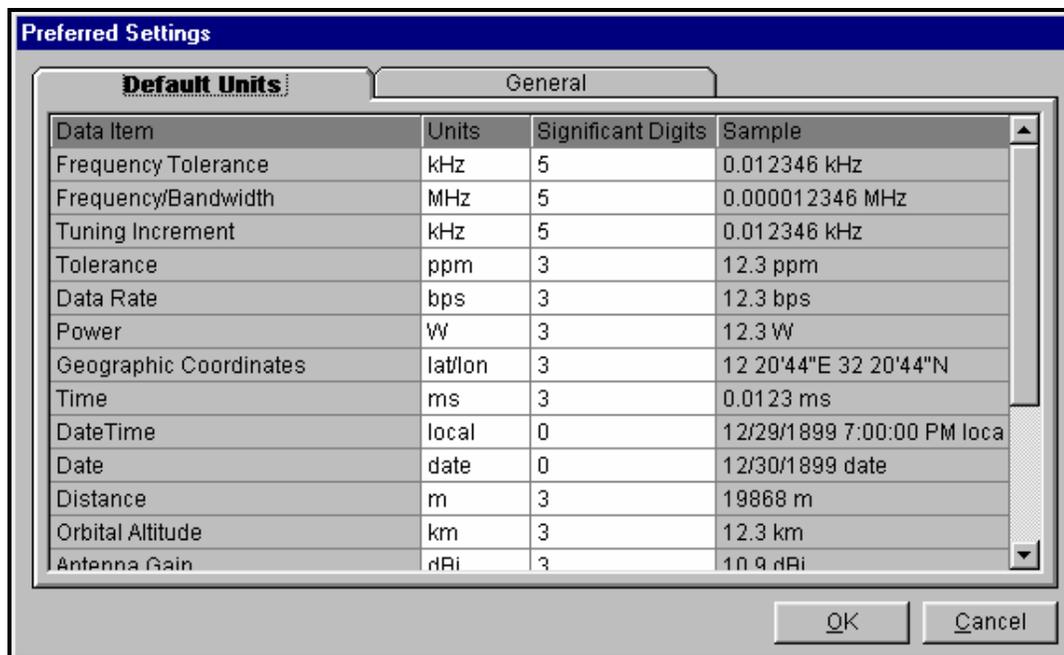
2. Setting System Preferences

Step 1. The **Preferred Settings** window permits you to set the default units for entry of data items that have associated units and to set the tool bar to use large or small icons. To change your settings, **click** the **Preferences** button  on the tool bar.

The **Preferred Settings** window is displayed.



The **Default Units** tab permits you to control the units used to display numeric quantities throughout the program. Click in the field to select it and right-click to get the drop down list.

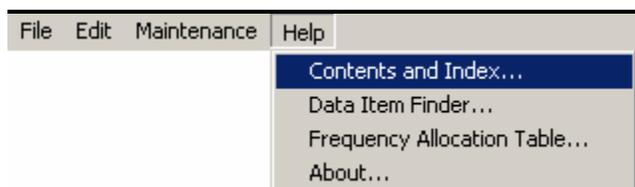


Step 2. **Click** **OK** (to save changes) or **Cancel**.

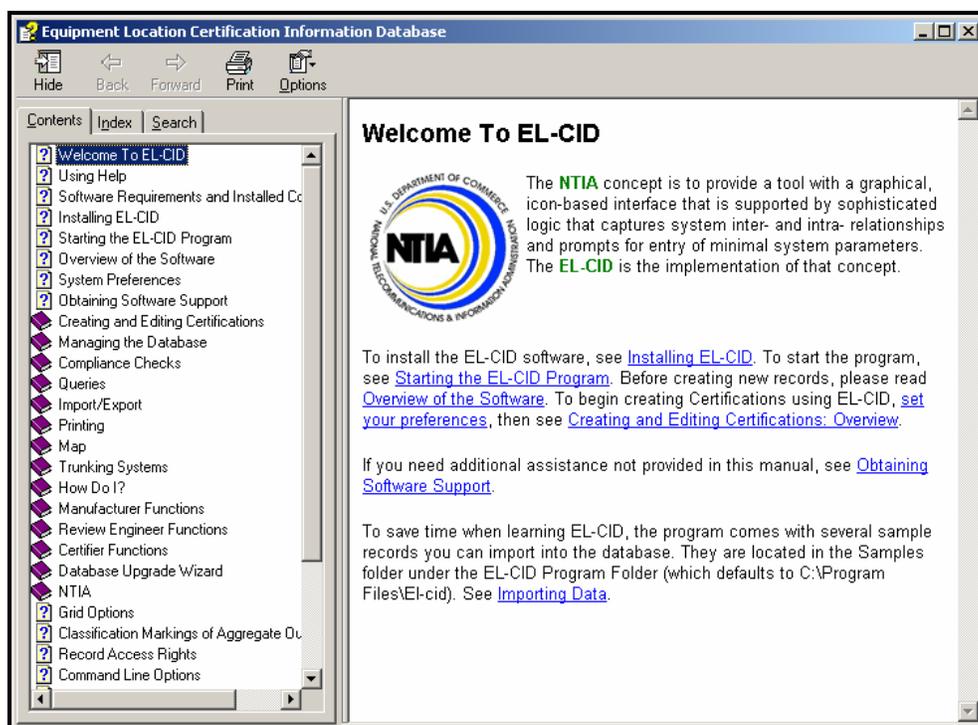
3. Reviewing Help Topics

This option is used to view the EL-CID help information.

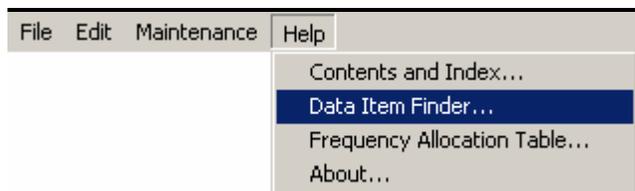
Step 1. Select **Help** and **Contents and Index**, or select the  button.



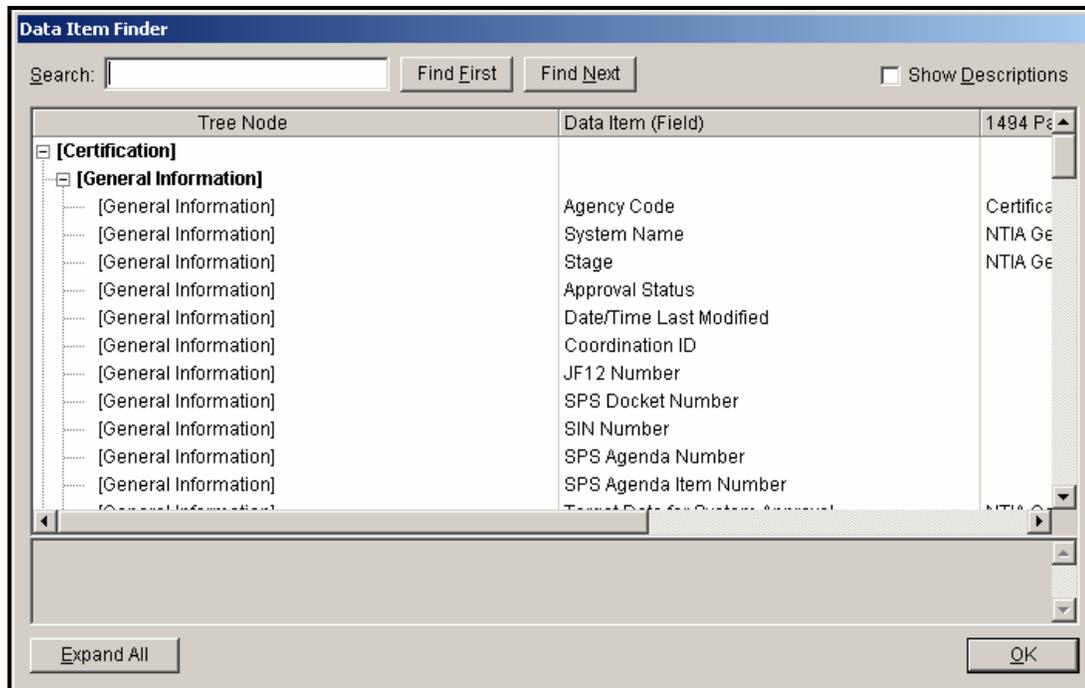
The EL-CID help file will be displayed. These help topics have been saved to a Microsoft Word document and it is on the installation CD (**ELCIDhelp.doc**) and in the Documents folder under the EL-CID program.



Step 2. **Close** the Help window and then select **Help** and **Data Item Finder**.



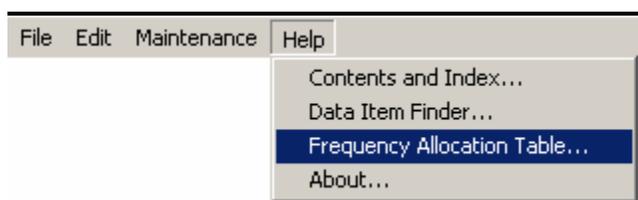
The **Data Item Finder** window is displayed.



While working on EL-CID records, especially in the Tree View, you may have difficulty finding a specific data item. The **Data Item Finder** will help you locate where the item is in the tree. The **Data Item Finder** will also help you to cross-reference EL-CID data items to the individual blocks on DD 1494 printed forms. This window lists all the data items used in EL-CID in a tree-like structure closely paralleling the same structure used in the **Tree View** window. It also shows the page and block where items are printed on DD 1494 forms.

Step 2. **Close** the **Data Item Finder** window.

Step 3. Select **Help** and **Frequency Allocation Table** from the menu.



The **Frequency Allocation Table** is displayed.

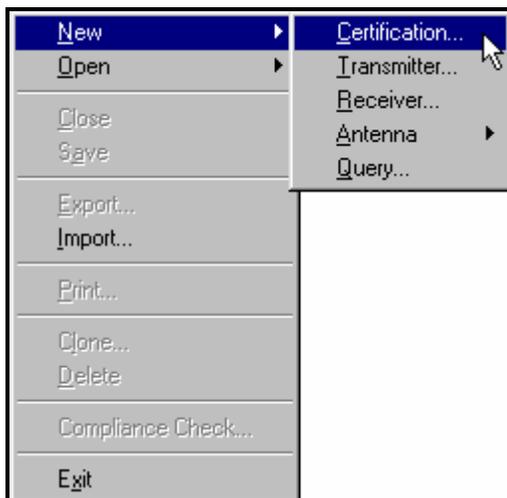
Low Freq (MHz)	High Freq (MHz)	Radio Service	Stn Class Code	Station Class
0.405	0.415	Radiodetermination	ALC	Radar Beacon (Racon)
			ALG	Glide Path (Slope)
			ALL	Localizer
			ALO	Omnidirectional Range
			ALR	Radio Range
			ALS	Surveillance Radar
			ALTM	Land Test (Maintenance)
			ALTO	Land Test (Operational)
			AMA	Aeronautical Radionavigation-Altimeter
			NLC	Radar Beacon (Racon)
			NLM	Marine Radio Beacon
			NR	Mobile
			RN	Land
			RNL	LORAN
0.415	0.435	Maritime Mobile	FC	Coast
			FCB	Marine Broadcast
			MS	Ship
		Mobile	MSP	Portable Ship
			MS	Ship
		Radiodetermination	MSP	Portable Ship
			ALA	Marker Beacon
			ALB	Radio Beacon
			ALC	Radar Beacon (Racon)

You can sort the data by clicking any of the column headers.

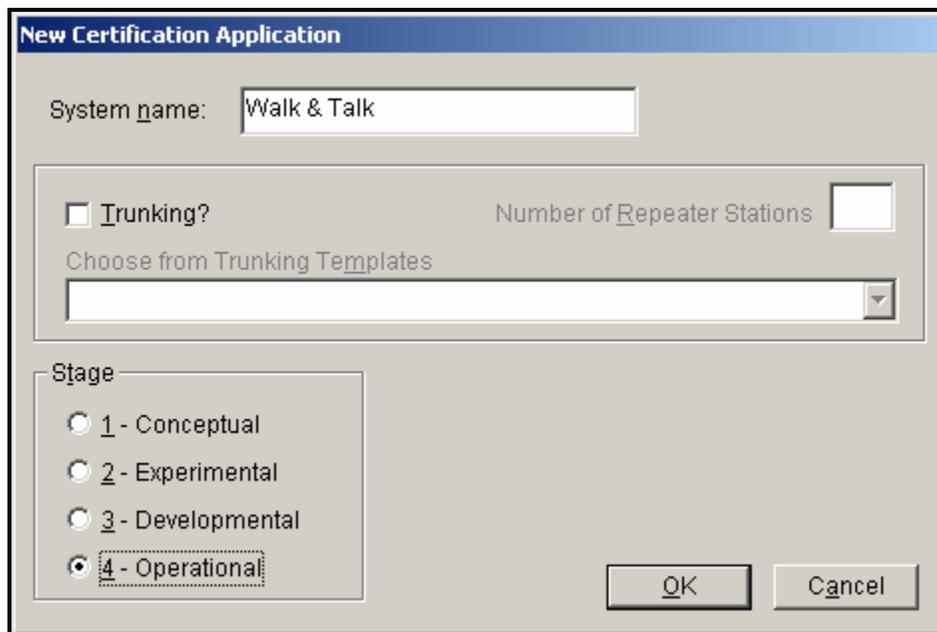
Step 4. Close the **Frequency Allocation Table** by clicking **OK**.

4. Creating a New Certification

Step 1. Click the **Create New Certification** button  on the tool bar.



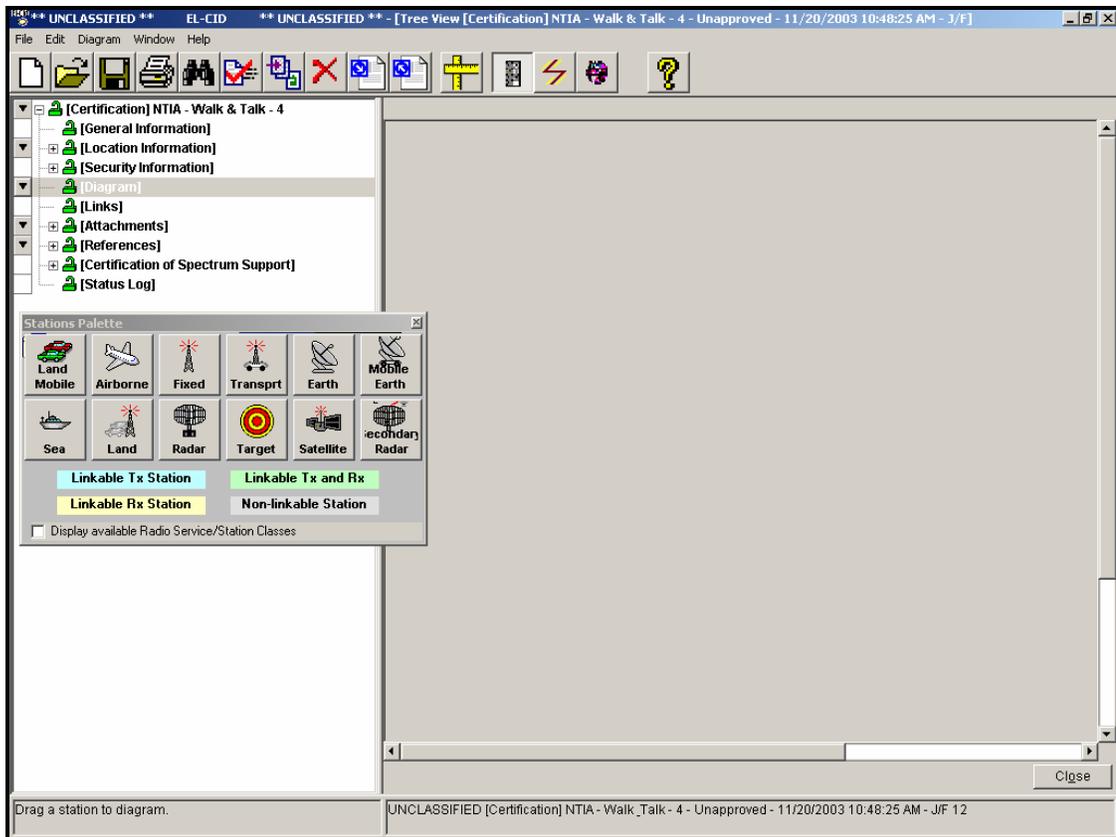
The **New Certification Application** window is displayed.


 A screenshot of the 'New Certification Application' dialog box. The 'System name' field contains 'Walk & Talk'. There is a checkbox for 'Trunking?' which is unchecked, and a 'Number of Repeater Stations' field which is empty. Below these is a dropdown menu labeled 'Choose from Trunking Templates'. The 'Stage' section has four radio button options: '1 - Conceptual', '2 - Experimental', '3 - Developmental', and '4 - Operational', with '4 - Operational' selected. 'OK' and 'Cancel' buttons are at the bottom right.

Step 2. Enter the following data and then **click OK**.

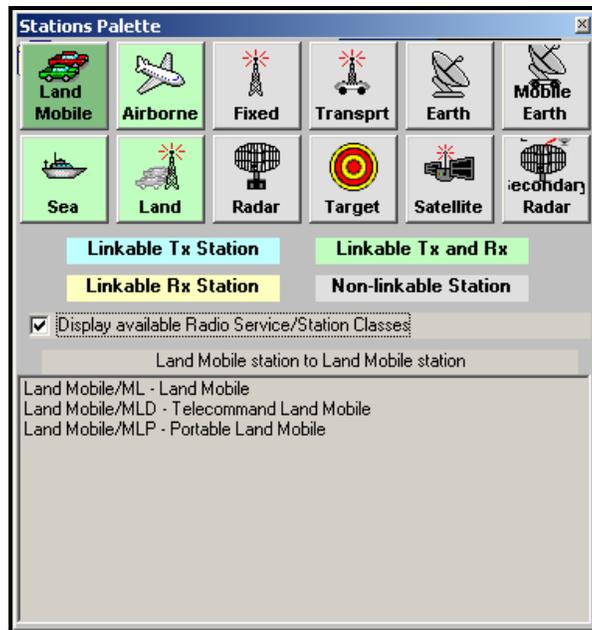
Field	Value
System name	Walk & Talk
Stage	4-Operational

The Tree View window is displayed with a blank Line Diagram automatically selected.



4.1 SELECTING STATIONS

Step 1. On the **Stations Palette** window check the **Display available Radio Service/Station Classes** check box.

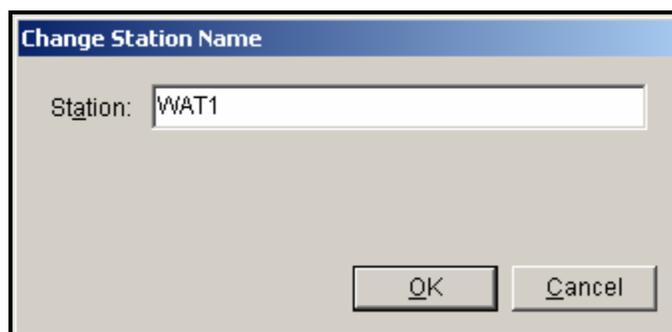


The icons you choose for your diagram will determine the radio services and station classes available for the links you draw between them. In addition there are rules about which icons can be linked to each other.

Step 2. **Click** the mouse on the **Land Mobile** icon and **drag** it to the drawing area.

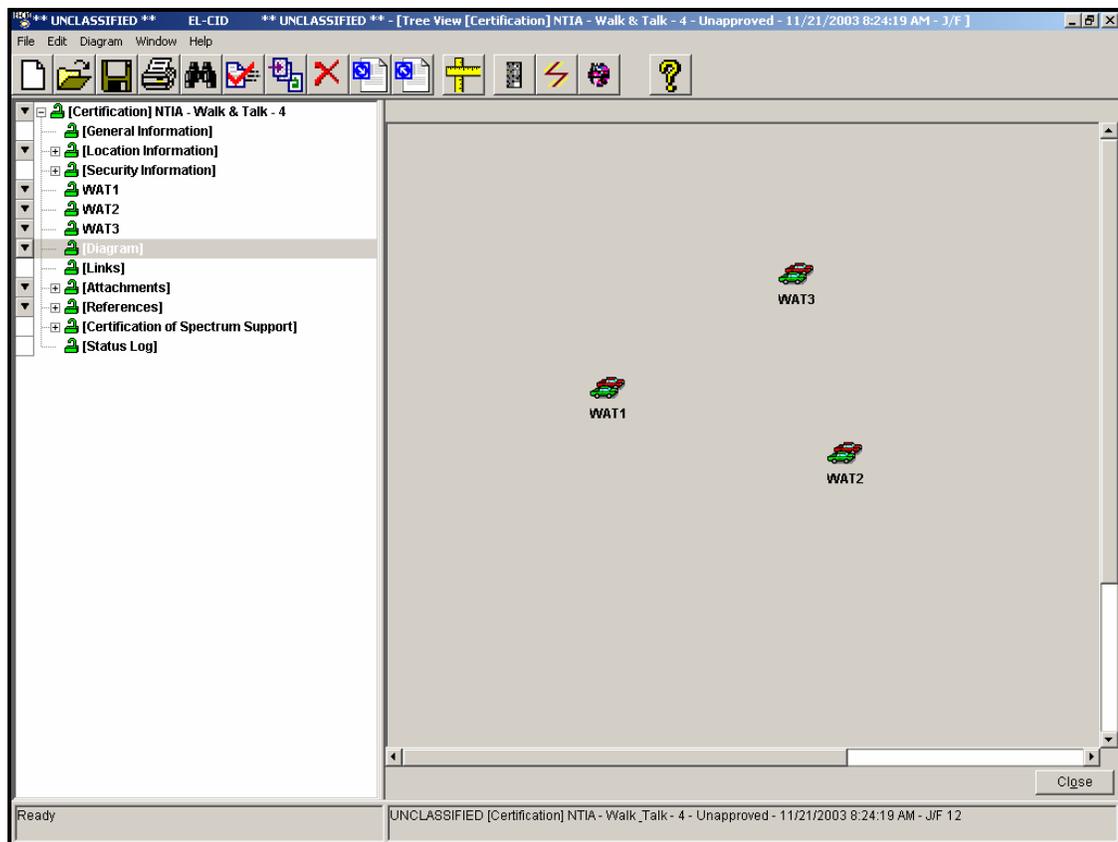
The **Change Station Name** window is displayed with Land Mobile as the station name.

Step 3. Type **WAT1** and then **click OK**.



Step 4. **Drag two more Land Mobile icons to the drawing area and name them WAT2 and WAT3.**

The diagram will resemble the following.

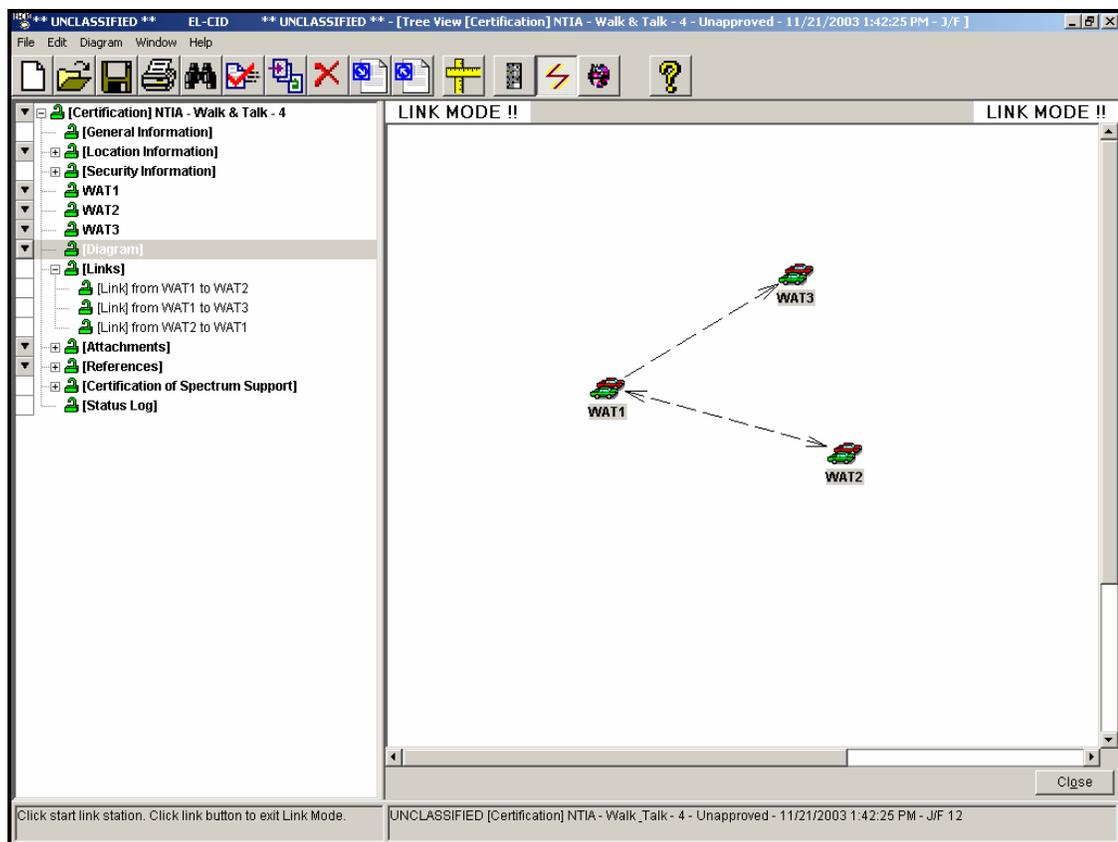


Step 5. Close the palette using the **X** in the upper right. You can redisplay the Stations Palette by clicking the Stations Palette icon from the tool bar.

4.2 DRAWING LINKS BETWEEN STATIONS

Step 1. Click the **Create New Links** button  on the tool bar. The words "Link Mode !!" appear at the top of the diagram whenever the program is in Link Mode.

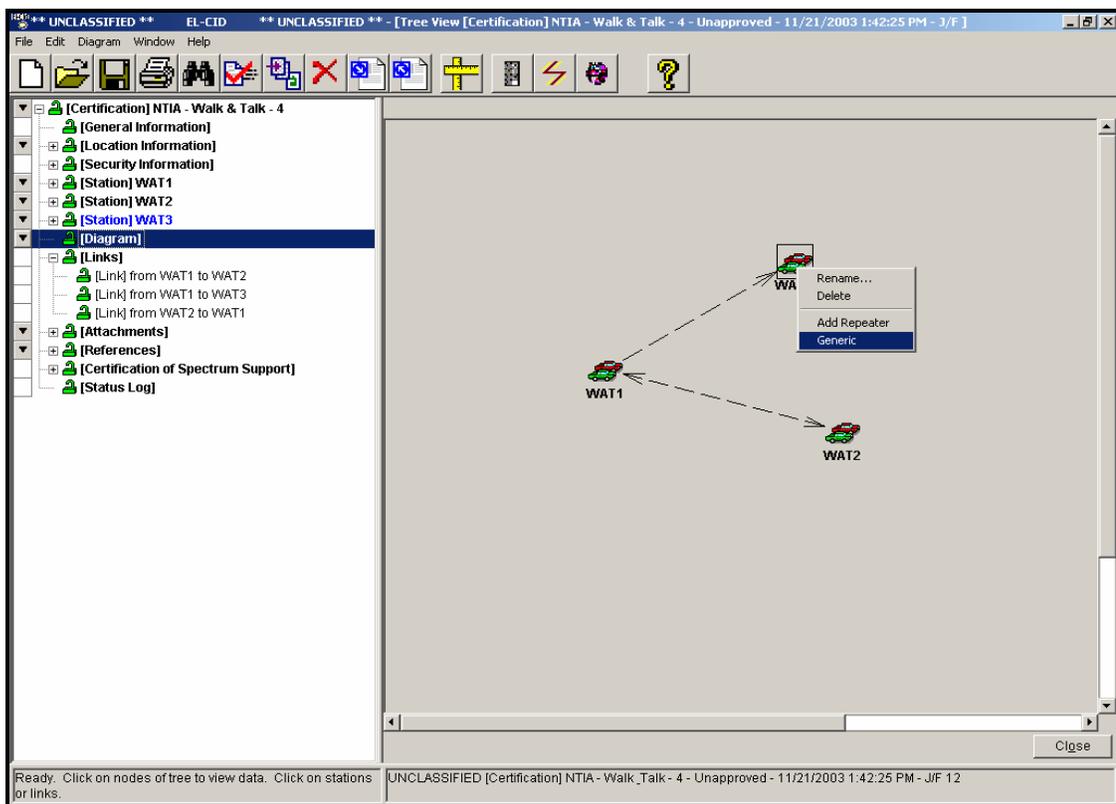
Step 2. Click **once** on the transmitting station **WAT1** icon, and then **click once** on the receiving station, **WAT2** icon. A dotted line will be drawn between the stations, with an arrowhead at the receiving end of the link. Notice that the link was added to the tree view.



Step 3. Draw additional links **from WAT2 to WAT1** and **from WAT1 to WAT3**.

Step 4. Click the **Create New Links** button  on the tool bar. The words "Link Mode !!" will disappear from the top of the diagram.

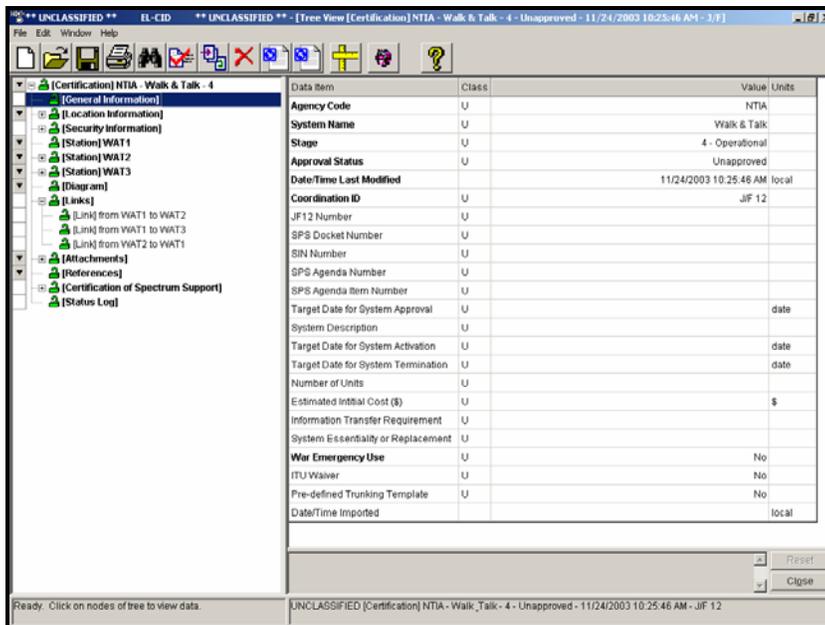
Step 5. **Right-click** on the **WAT3** Station icon, and then **click Generic** in the popup menu that is displayed,



A shaded background is displayed around the Station icon to indicate that it is generic.

4.3 ENTERING GENERAL INFORMATION

Step 1. Click on the **General Information** node in the tree view.

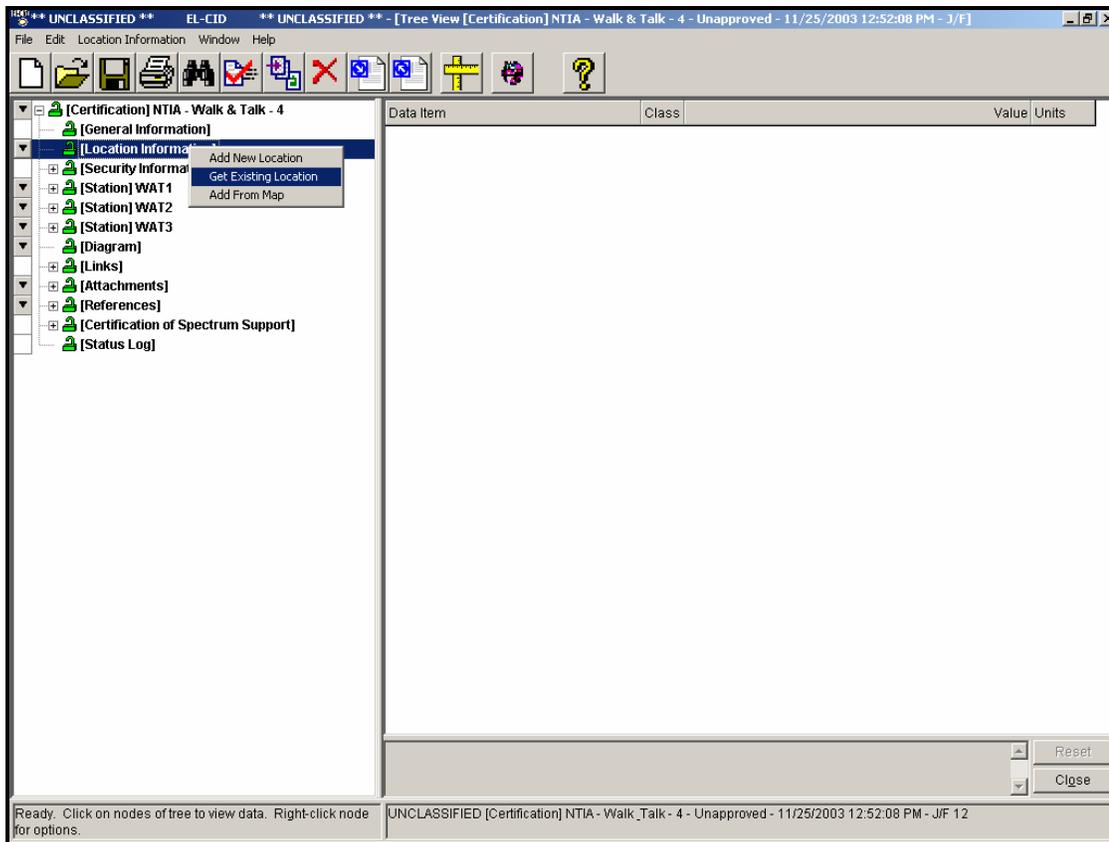


Step 2. Enter the following information by clicking the appropriate field and entering the information.

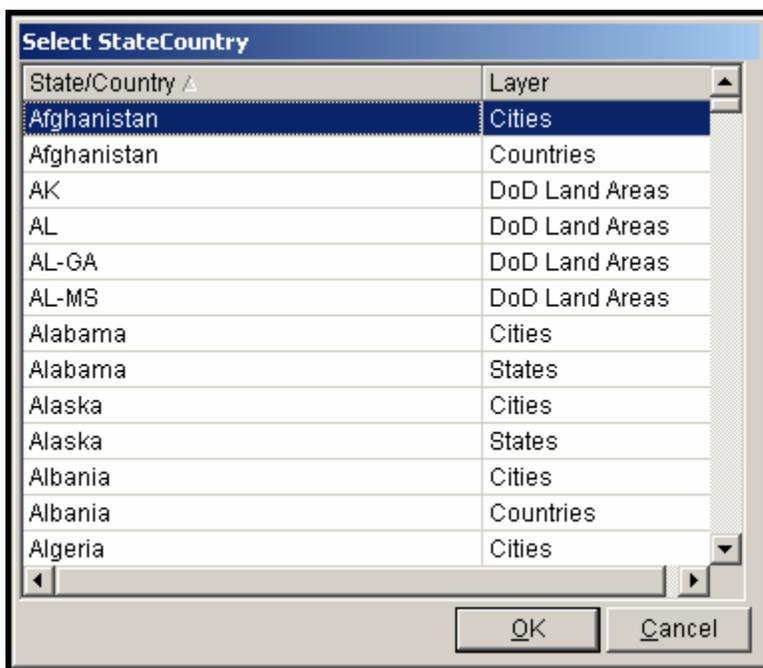
Field	Value
Target Date for System Approval	10/30/1997
System Description	This unit is a small, lightweight radio capable of providing two-way ground communications
Target Date for System Activation	10/30/1997
Target date for System Termination	10/30/2020

4.4 ENTERING LOCATION DATA

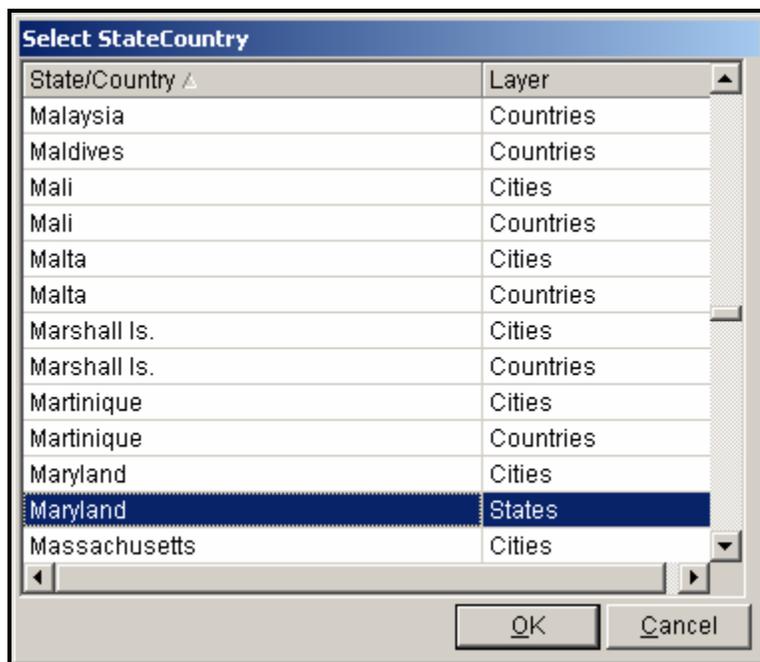
Step 1. **Right-click** on the **Location Information** node in the tree view and then **click Get Existing Location**.



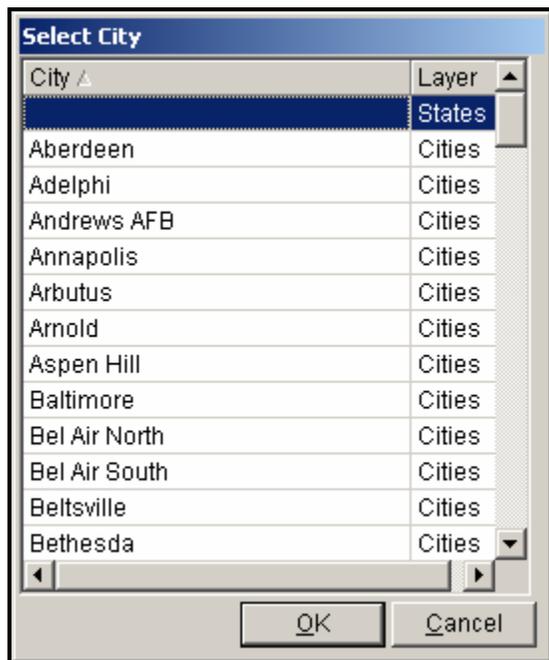
The **Select StateCountry** window is displayed.



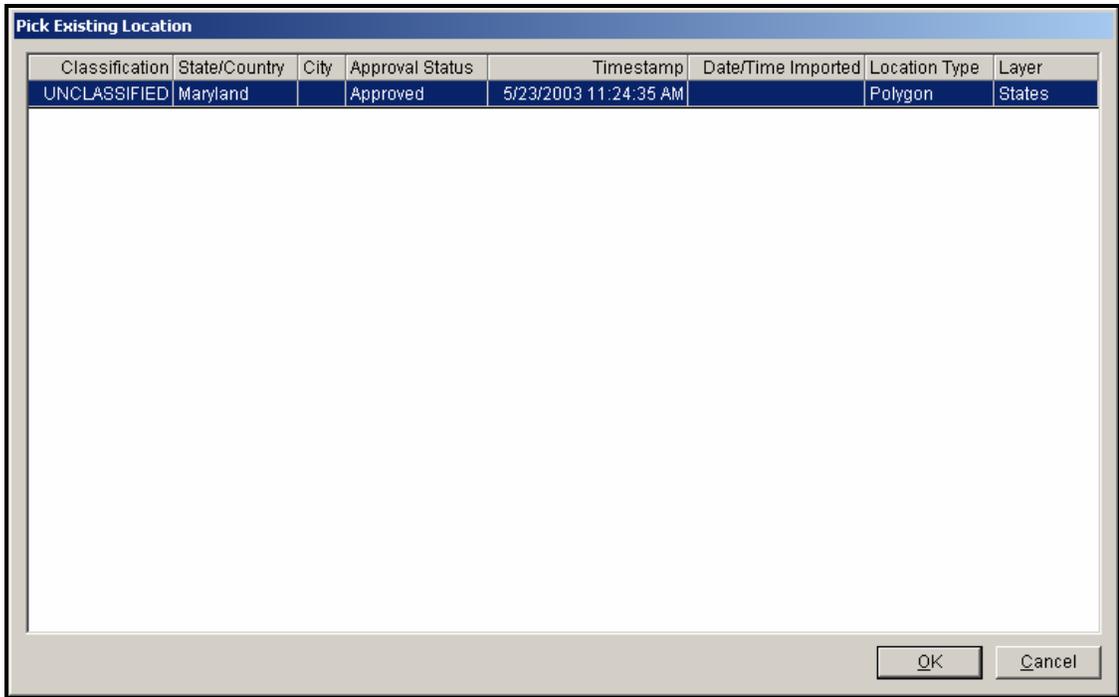
Step 2. Type **Maryland** and then **click** the **Maryland | States** row.



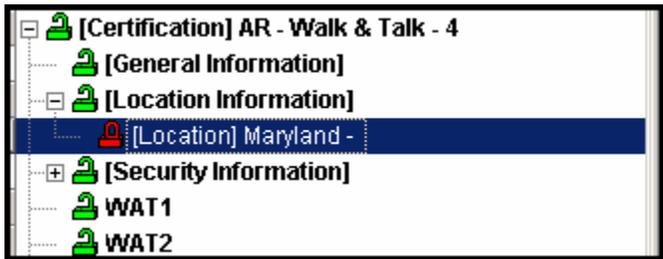
Step 3. **Click OK**. The **Select City** window is displayed.



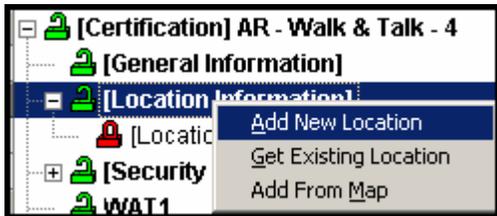
Step 4. Click **OK** to select the **States** Layer. The **Pick Existing Location** window is displayed.



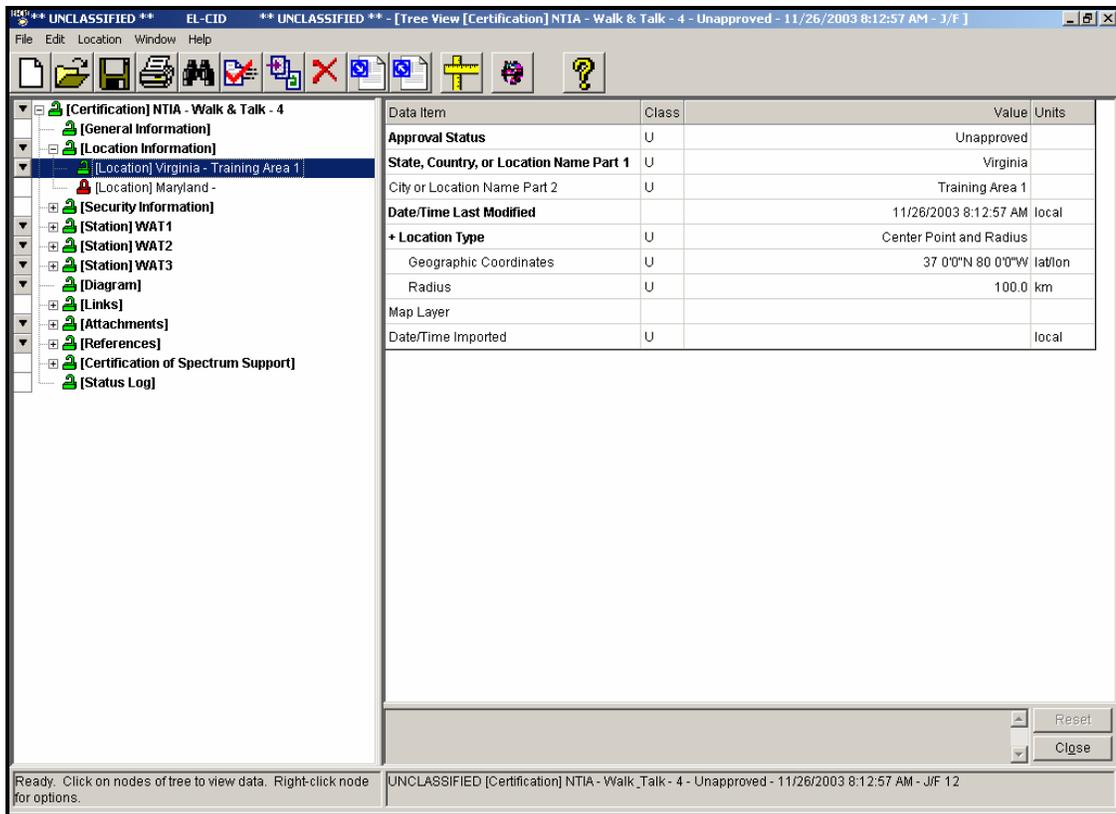
Step 5. Click **OK**. The location date will be added and another entry in the tree view will be created.



Step 6. To create a new location, **right click** on the **Location Information** node in the tree view and then **click Add New Location**.



The new location window is displayed.



Step 7. Enter the following information.

Field	Value
State, Country, or Location Name Part 1	Virginia
City or Location Name Part 2	Training Area 1
Location Type	Center point and Radius
Geographic Coordinates	370000N 0800000W
Radius	100

Tip: If you click anywhere else on the screen outside the data grid the data that you have entered will be saved to the database.

Step 8. Click on any other node in the tree view to save the data.

4.5 ENTERING APPLICATION CLASSIFICATION MARKINGS

Step 1. Click the **Security Information** node from the tree view. The **Security Information** screen will be displayed.

Code	Description
<input checked="" type="checkbox"/> A	Approved for public release; distribution is unlimited (DoD Directive 5230.24)
<input type="checkbox"/> B	Releasable to soil country and the North Atlantic Treaty Organization (NATO); otherwise, not releasable outside the US Government in accordance with (IAW) Section 552 (b)(1) of Title 5 of the US Code.
<input type="checkbox"/> D	Releasable to NTIA FAS member offices for coordination and DoD; otherwise not releasable to outside the US Government IAW Section 552 (b)(1) of Title 5 of the US Code.
<input type="checkbox"/> E	Not Releasable outside the US Government IAW Section 552 (b)(1) of Title 5 of the US Code.
<input type="checkbox"/> F	Not releasable to foreign nationals and not releasable outside the US Government IAW Section 552 (b)(1) of Title 5 US Code.
<input type="checkbox"/> H	Releasable to soil country only; otherwise, not releasable outside the US Government IAW Section 552 (b)(1) of Title 5 US Code.
<input type="checkbox"/> J	Contingency Assignment - The record contains unified commander comments only; not releasable to foreign nationals unless formally coordinated; otherwise, not releasable outside the US Government IAW Section 552 (b)(1) of Title 5 US Code.
<input type="checkbox"/> K	Permanent Assignment - Available for contingency use within the theater after coordination with and approval of the cognizant unified commander - releasable to soil nation; otherwise, not releasable outside the US Government IAW Section 552 (b)(1) of Title 5 US Code.
<input type="checkbox"/> N	Releasable to NATO; otherwise, not releasable outside the US Government IAW Section 552 (b)(1) of Title 5 US Code.

Record Classification: UNCLASSIFIED

OK Cancel

All Certification records are required to have a Special Handling Code. When you create a brand new Certification, the record is unclassified and the Special Handling Code defaults to "A", which means unlimited distribution. If a record becomes classified, the "A" code is erased and you must specify a new Special Handling Code. In addition, all classified records are required to have a Classification Source and Declassification Instructions. Secret records may also have Downgrading Instructions.

When the record is classified, use the 4 tab views on this screen to enter the appropriate security data.

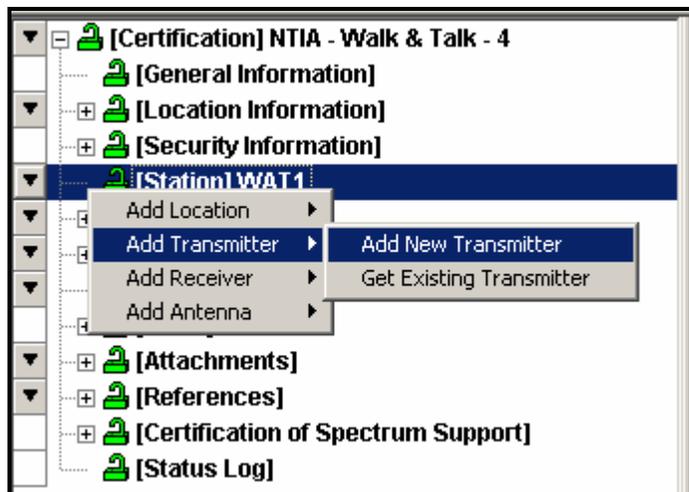
Step 2. Click **OK** to save the data.

4.6 ENTERING STATION DATA

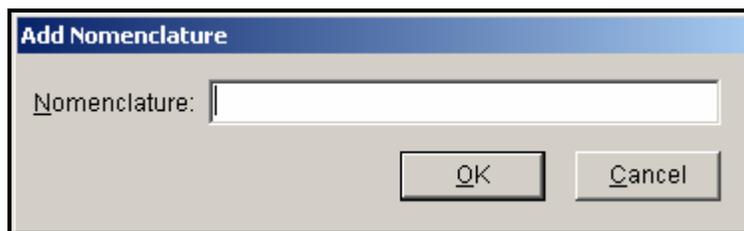
Station data consists of transmitter data, receiver data, and antenna data. If required, you could also enter specific location data.

4.6.1 Entering Transmitter Data

- Step 1. **Right-click** on the [Station] **WAT1** from the tree view and then select **Add Transmitter | Add New Transmitter**.



The following window will be displayed.



- Step 2. Type **Walk & Talk Tx** and then **click OK**.



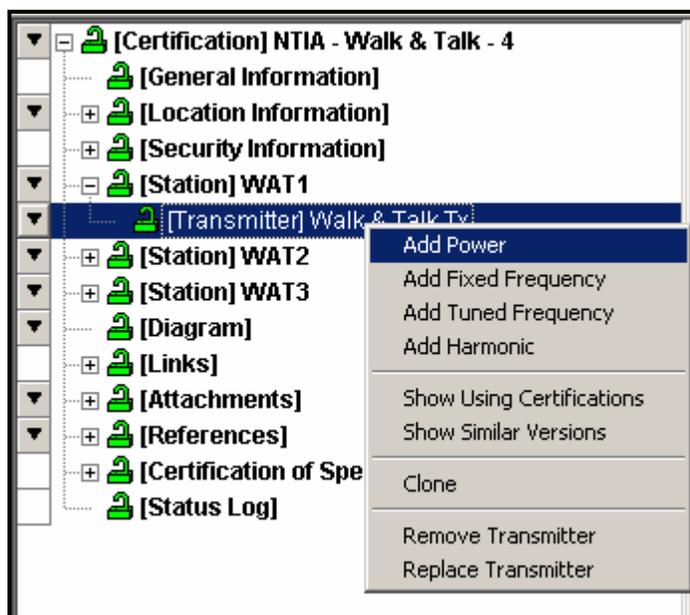
The transmitter window is displayed:

Data Item	Class	Value	Units
Nomenclature	U	Walk & Talk Tx	
Manufacturer	U		
Model Name and Number	U		
Approval Status	U	Unapproved	
Date/Time Last Modified		12/23/2003 1:41:02 PM	local
Coordination ID	U	J/F 12	
FCC Acceptance Number	U		
Frequency Stability (+/-)	U		
Frequency Stability Units			
Output Device	U		
Tuning Method	U		
Radar or Communications?	U	Communications	
Spurious Emission Level	U		dB
Date/Time Imported			local

Step 3. Enter the following data

Field	Value
Manufacturer	RELM Communications, Inc
Model Name and Number	Model 127A
FCC Acceptance Number	K95LT20002
Frequency Stability (+/-)	5
Frequency Stability Units	ppm
Output Device	Si Bipolar Transistor
Tuning Method	Synthesizer
Spurious Emission Level	-60

Step 4. **Right click** on [Transmitter] **Walk & Talk Tx | Add Power**.



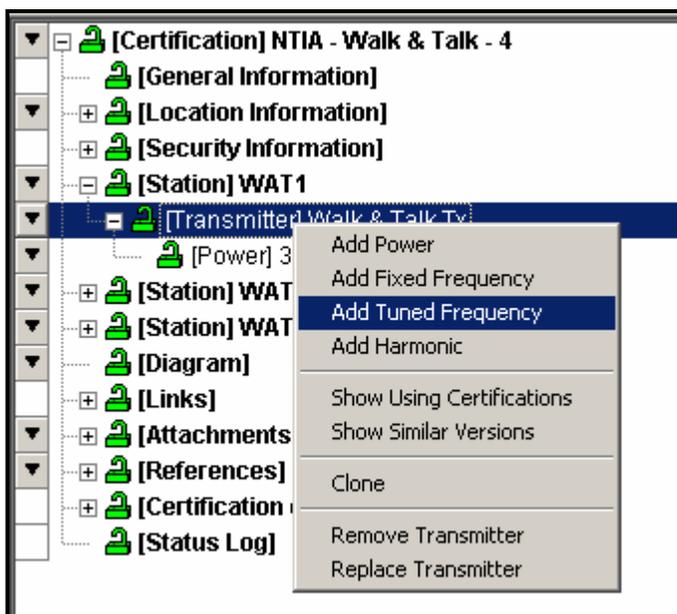
The **Power** window is displayed.

Data Item	Class	Value	Units
Power Type			
Power	U		W

Step 5. **Enter** the following data.

Field	Value
Power Type	Mean
Power	3

Step 6. **Right-click** on [Transmitter] **Walk & Talk Tx | Add Tuned Frequency**.



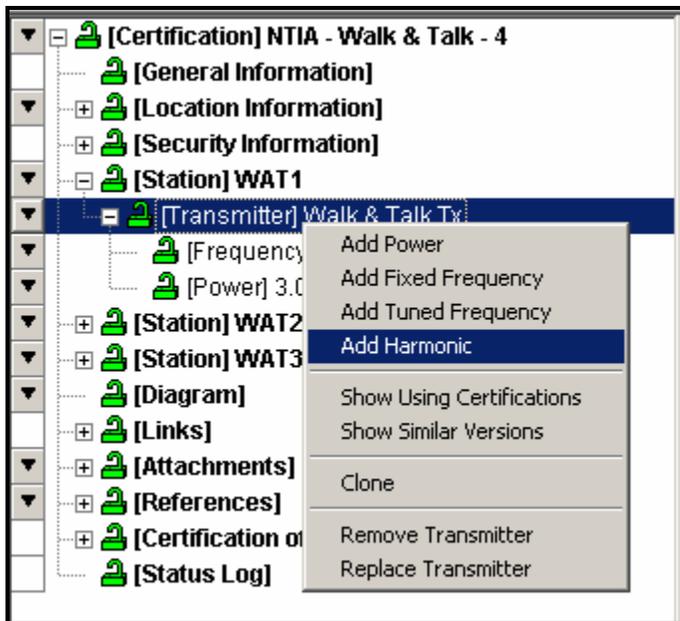
The **Tuned Frequency** window is displayed.

Data Item	Class	Value	Units
+ Fixed Frequency?		No	
Lowest Tuned Frequency	U		MHz
Highest Tuned Frequency	U		MHz
Tuning Increment	U		kHz
# of Frequencies Required for Operation	U		
Minimum Required Frequency Separation	U		MHz

Step 7. **Enter** the following data.

Field	Value
Lowest Tuned Frequency	136
Highest Tuned Frequency	160
Tuning Increment	12.5

Step 8. **Right-click** on [Transmitter] **Walk & Talk Tx | Add Harmonic**.



The Harmonic Window is displayed

Data Item	Class	Value	Units
Harmonic Number			
Harmonic Emission Level	U		dB

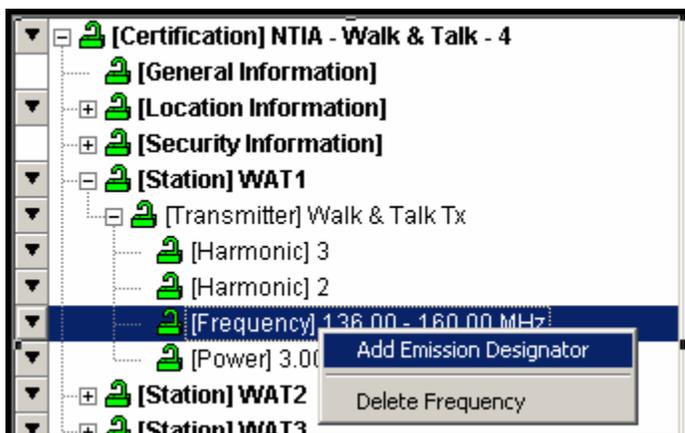
Step 9. **Enter** the following data.

Field	Value
Harmonic Number	2nd
Harmonic Emission Level	-60

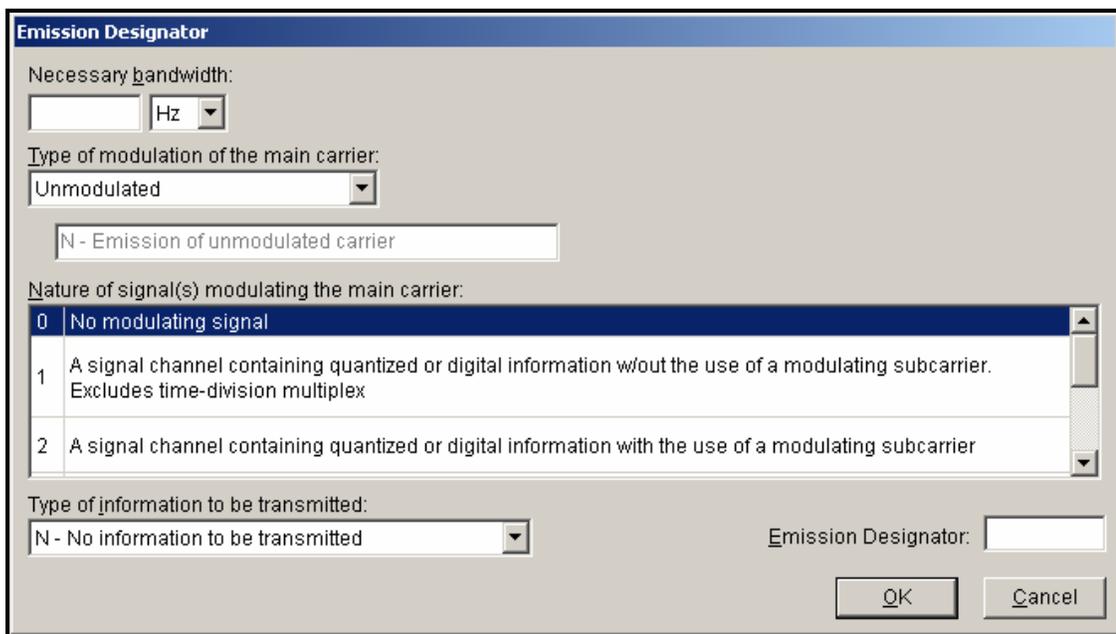
Step 10. **Enter** another harmonic data set as shown below.

Field	Value
Harmonic Number	3rd
Harmonic Emission Level	-60

Step 11. Right-click on [Transmitter] **Walk & Talk Tx | [Frequency] 136.00 – 160 MHz | Add Emission Designator**.



The **Emission Designator** window is displayed.



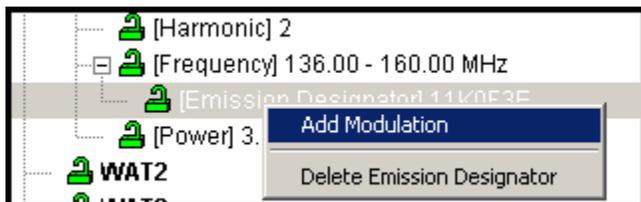
Step 12. If you know the correct Emission Designator you can type it into the dialog box. If you want to use the wizard, **enter the following data**.

Field	Value
Necessary Bandwidth	11 kHz
Type of modulation of the main carrier	Angle-Modulated, F (Frequency Modulation)
Nature of signal modulating the main carrier	3
Type of information to be transmitted	E

Step 13. Click **OK**. The **Emission Designator** window is displayed.

Data Item	Class	Value	Units
Emission Designator	U	11K0F3E	
Necessary Bandwidth		11.000	kHz

Step 14. Right-click on **[Emission Designator] 11K0F3E | Add Modulation**.



The **modulation** window is displayed.

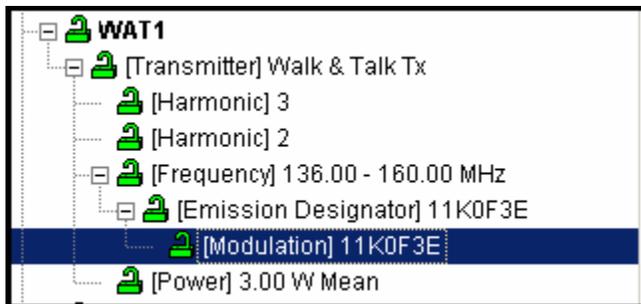
Data Item	Class	Value	Units
+ Emission Designator		11K0F3E	
+ Radar or Communications?		Communications	
Bandwidth at -3 dB	U		kHz
Bandwidth at -20 dB	U		kHz
Bandwidth at -40 dB	U		kHz
Bandwidth at -60 dB	U		kHz
Occupied Bandwidth	U		kHz
Measured or Calculated?	U		
+ Spread Spectrum?		No	
+ Modulation Type	U		

Step 15. Enter the following data.

Field	Value
Bandwidth at -3 dB	8
Bandwidth at -20 dB	9
Bandwidth at -40 dB	15
Bandwidth at -60 dB	20
Occupied Bandwidth	11
Measured or Calculated	Measured
Spread Spectrum	No
Modulation Type	Analog Modulation (AM, FM, or Phase)
Maximum Modulation Frequency	3
Deviation Ratio	0.833
Preemphasis Indicator	Yes

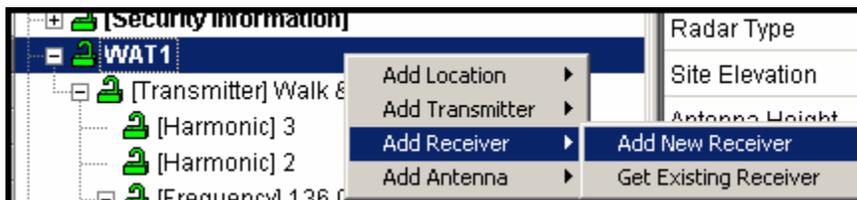
Tip: Notice that the **Peak Deviation Field** is calculated.

This completes the data entry for station WAT1, and the tree view looks like the following:

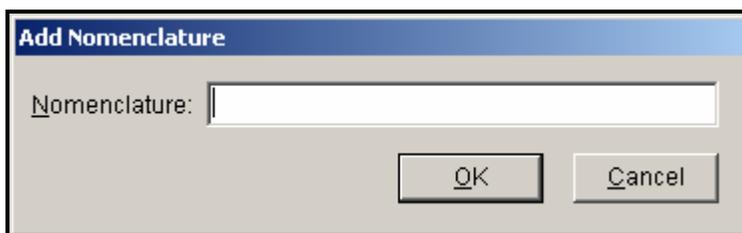


4.6.2 Entering Receiver Data

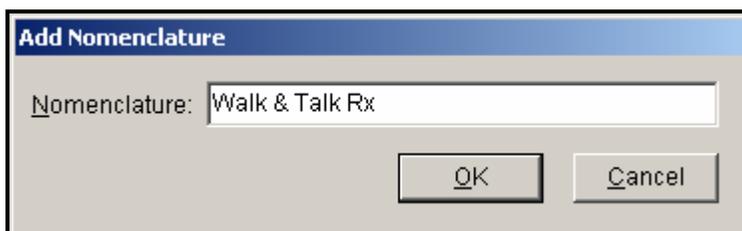
Step 1. **Right-click** on the **[Station] WAT1** and highlight **Add Receiver | Add New Receiver**.



The **Receiver Nomenclature** window is displayed.



Step 2. Type in **Walk & Talk Rx** and then **click OK**.



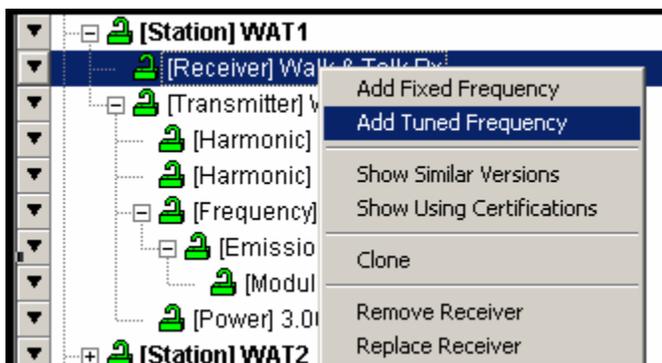
The receiver window is displayed.

Data Item	Class	Value	Units
Nomenclature	U	Walk & Talk Receiver	
Manufacturer	U		
Model Name and Number	U		
Approval Status	U	Unapproved	
Date/Time Last Modified		12/23/2003 3:18:43 PM	local
Coordination ID	U	J/F 12	
FCC Acceptance Number	U		
Frequency Stability (+/-)	U		
Frequency Stability Units	U		
Spurious Rejection Level	U		dB
Image Rejection Level	U		dB
Intermodulation Rejection Level	U		dB
Local Oscillator Tuned Indicator	U		
Date/Time Imported			local

Step 3. Enter the following receiver data.

Field	Value
Manufacturer	RELM Communications, Inc
Model Name and Number	Model 127A
FCC Acceptance Number	K95LT20002
Frequency Stability (+/-)	5
Frequency Stability Units	ppm
Spurious Rejection Level	75
Image Rejection Level	75
Local Oscillator Tuned Indicator	Below

Step 4. Right-click on [Receiver] Walk & Talk Rx | Add Tuned Frequency.



The Tuned Frequency window is displayed

Data Item	Class	Value	Units
+ Fixed Frequency?		No	
Lowest Tuned Frequency	U		MHz
Highest Tuned Frequency	U		MHz
Tuning Increment	U		kHz

Step 5. Enter the following tuned frequency data.

Field	Value
Lowest Tuned Frequency	136
Highest Tuned Frequency	160
Tuning Increment	12.5

Step 6. Click anywhere on the tree view and then Right-click on the Receiver [Frequency] 136 – 160 MHz | Add Emission – Stage Sensitivity.



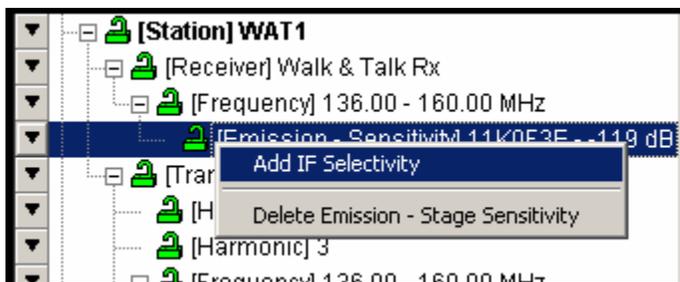
The **Emission – Stage Sensitivity** window is displayed.

Data Item	Class	Value	Units
Emission Designator	U		
Necessary Bandwidth			kHz
Performance Criteria	U		
Performance Value	U		
Sensitivity	U		dBm
Noise Figure	U		dB
Noise Temperature	U		K

Step 7. **Enter** the following emission data.

Field	Value
Emission Designator	11K0F3E
Performance Criteria	SINAD–Signal+Noise+Distortion-to-Noise+Distortion Ratio (dB)
Performance Value	10
Sensitivity	-119

Step 8. **Right-click** on **[Emission – Sensitivity] 11K0F3E – 119 dBm | Add IF Selectivity**.



The **IF Selectivity** window is displayed.

Data Item	Class	Value	Units
Measured or Calculated?	U		
Receiver IF Selectivity at -3 dB	U		kHz
Receiver IF Selectivity at -20 dB	U		kHz
Receiver IF Selectivity at -40 dB	U		kHz
Receiver IF Selectivity at -60 dB	U		kHz

Step 9. **Enter** the following intermediate frequency data.

Field	Value
Measured or Calculated?	Measured
Receiver IF Selectivity at –3 dB	9
Receiver IF Selectivity at –20 dB	15
Receiver IF Selectivity at –60 dB	30

Step 10. **Right-click** on **[Frequency] 136 – 160 MHz | Add Emission – Stage Sensitivity** to enter a second set of data.



The **Emission – Stage Sensitivity** window is displayed.

Step 11. **Enter** the following data for the second set of emission data.

Field	Value
Emission Designator	12K0F3E
Performance Criteria	SINAD–Signal+Noise+Distortion-to-Noise+Distortion Radio (dB)
Performance Value	10
Sensitivity	-119

Step 12. **Right-click** on **[Emission – Sensitivity] 12K0F3E – 119 dBm | Add IF Selectivity** to add the sensitivity values for the 2nd emission designator.

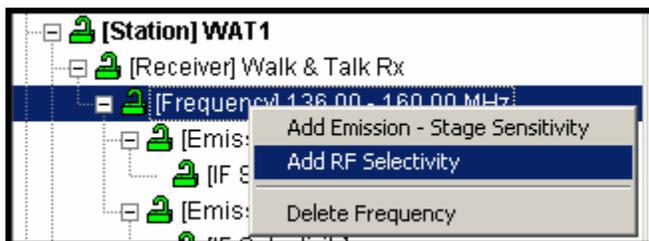


The **IF Selectivity** window is displayed.

Step 13. **Enter** the following intermediate frequency data for the 12K0F3E emission.

Field	Value
Measured or Calculated?	Measured
Receiver IF Selectivity at –3 dB	16
Receiver IF Selectivity at –20 dB	20
Receiver IF Selectivity at –60 dB	40

Step 14. **Right-click** on **[Frequency] 136 – 160 MHz | Add RF Selectivity** to add the RF selectivity.



The **RF Selectivity** window is displayed.

Data Item	Class	Value	Units
Measured or Calculated?	U		
Receiver RF Selectivity at -3 dB	U		kHz
Receiver RF Selectivity at -20 dB	U		kHz
Receiver RF Selectivity at -40 dB	U		kHz
Receiver RF Selectivity at -60 dB	U		kHz

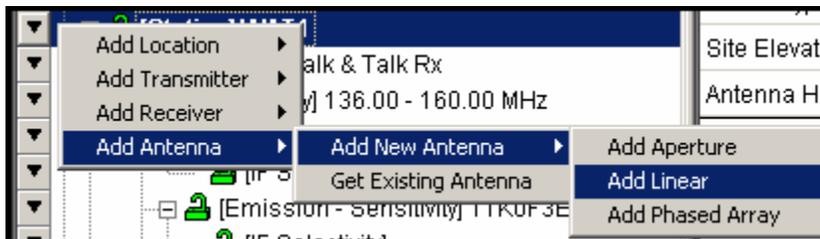
Step 15. **Enter** the following RF selectivity data.

Field	Value
Measured or Calculated?	Measured
Receiver RF Selectivity at -3 dB	4M
Receiver RF Selectivity at -20 dB	12M
Receiver RF Selectivity at -60 dB	25M

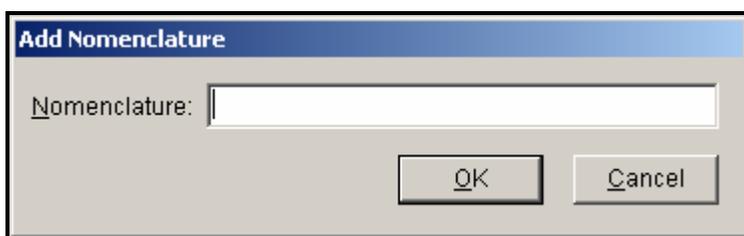
This concludes the entry of Receiver Data.

4.6.3 Entering Antenna Data

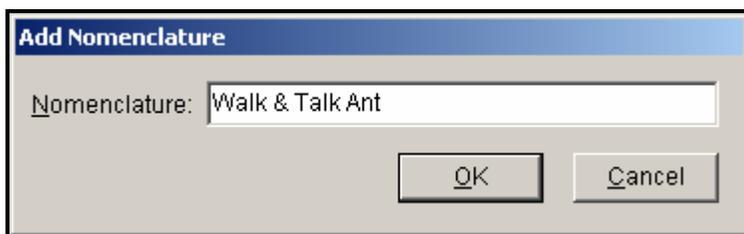
Step 1. Click on [Station] WAT1, and then right-click on [Station] WAT1 | Add Antenna | Add New Antenna | Add Linear.



The Add Nomenclature window is displayed.



Step 2. Type in Walk & Talk Ant and then click OK.



The Antenna Window is displayed.

Data Item	Class	Value	Units
Nomenclature	U	Walk & Talk Ant	
Manufacturer	U		
Model Name and Number	U		
Approval Status	U	Unapproved	
Date/Time Last Modified		12/24/2003 7:28:43 AM	local
Coordination ID	U	J/F 12	
Antenna Horizontal Beamwidth	U		degrees
Antenna Vertical Beamwidth	U		degrees
Antenna Lower Frequency Limit	U		MHz
Antenna Upper Frequency Limit	U		MHz
Polarization	U		
Antenna Main Beam Gain	U		dBi
Date/Time Imported			local

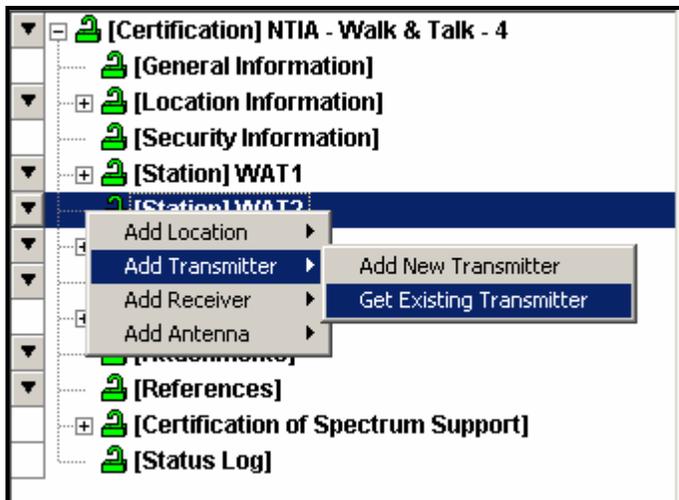
Step 3. **Enter** the following antenna data.

Field	Table
Manufacturer	RELM COMMUNICATIONS, INC
Antenna Horizontal Beamwidth	360
Antenna Vertical Beamwidth	45
Antenna Lower Frequency Limit	136
Antenna Upper Frequency Limit	160
Polarization:	J-Linear
Antenna Main Beam Gain	0

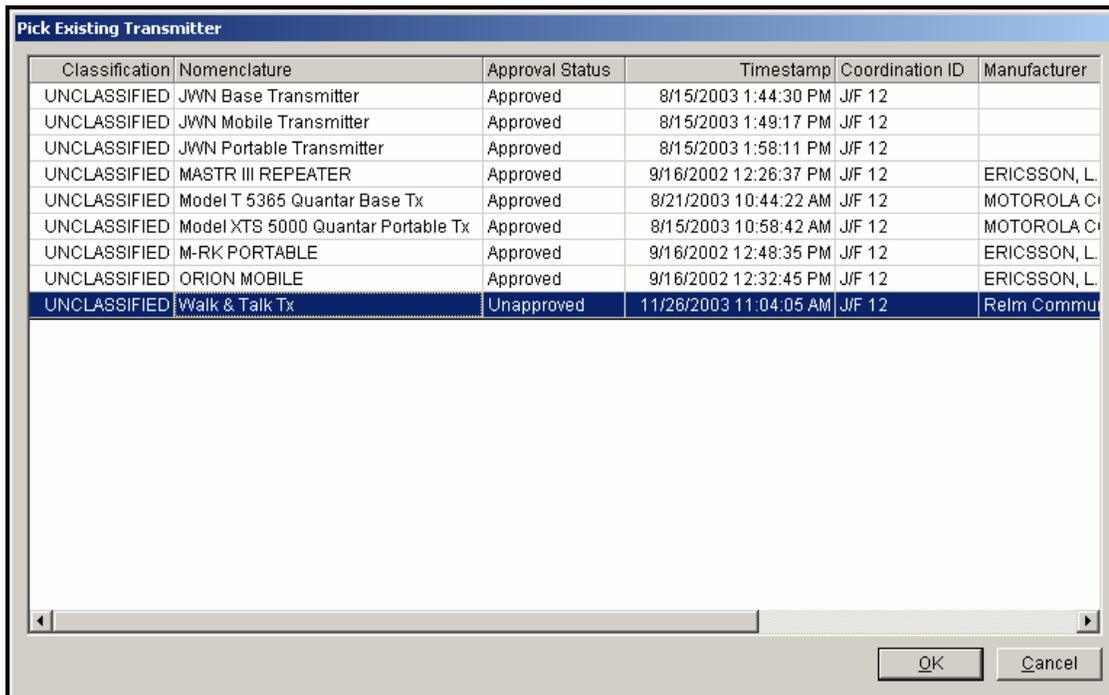
Step 4. **Click** on **[Station] WAT1** to save the data.

4.6.4 Getting Existing Transmitter Data

Step 1. We are going to add a transmitter to station WAT2 by selecting an existing transmitter from the list of transmitters that are already in the database. **Right-click** on **[Station] WAT2 | Add Transmitter | Get Existing Transmitter**.

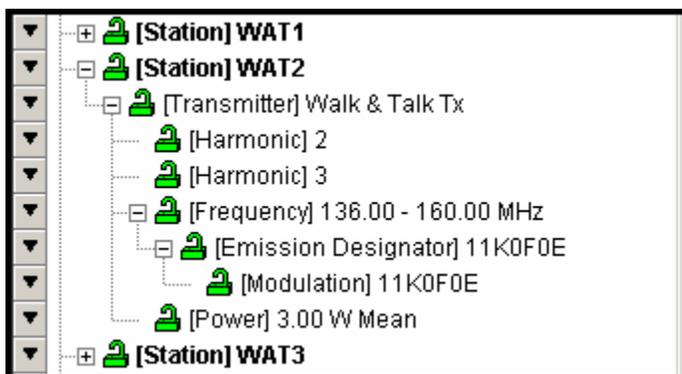


The **Pick Existing Transmitter** window is displayed.



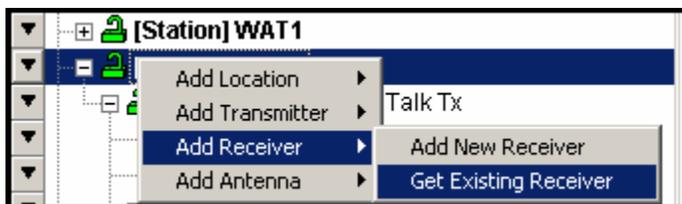
Step 2. Highlight **Walk & Talk Tx** and then **click OK** to add the **Walk & Talk Tx** to **Station WAT2**.

Step 3. Open all the nodes for the WAT2 station by **clicking on the +** beside each node. You will see that all of the transmitter data was inserted for the station.

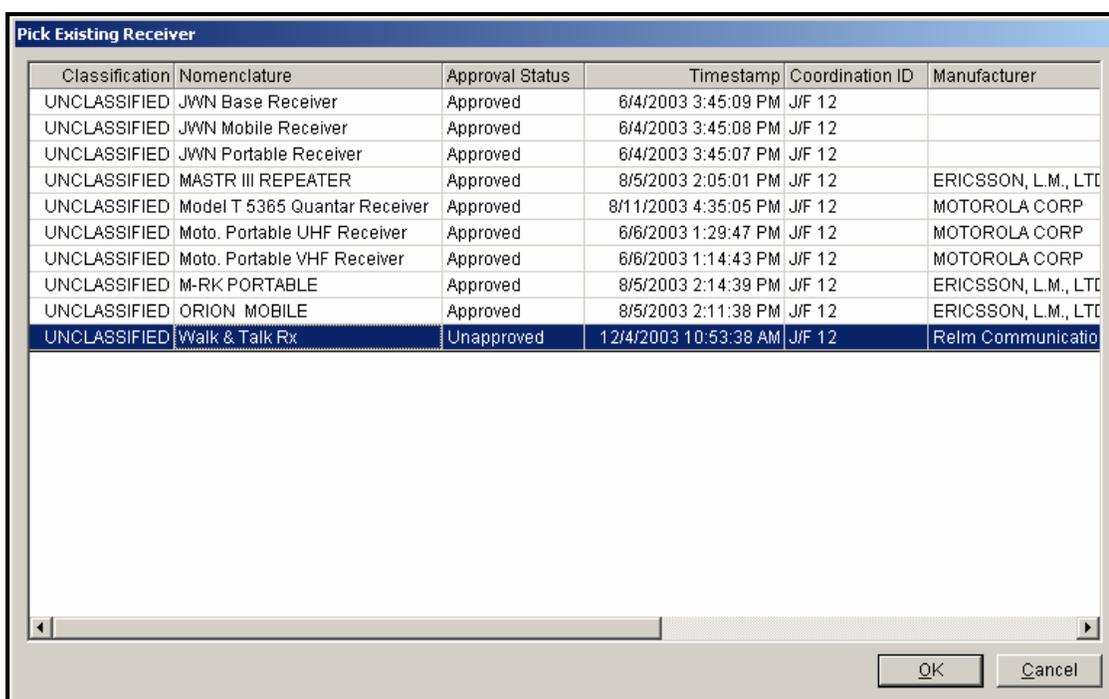


4.6.5 Getting Existing Receiver Data

Step 1. We are going to add a receiver to station WAT2 by selecting an existing receiver from the list of receivers that are already in the database. **Right-click** on **[Station] WAT2 | Add Receiver | Get Existing Receiver**.

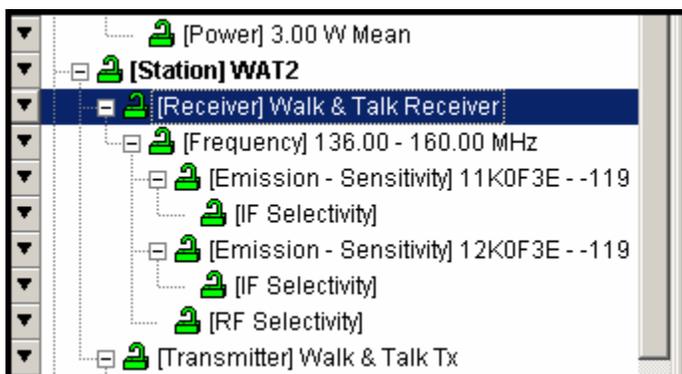


The **Pick Existing Receiver** window is displayed.



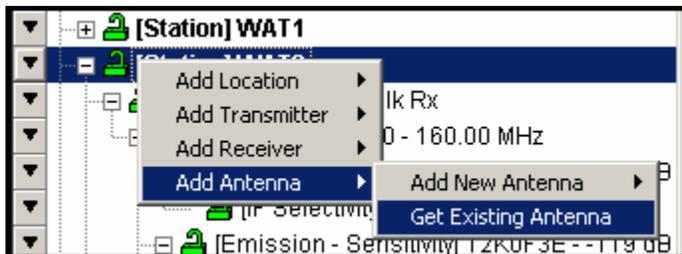
Step 2. Highlight **Walk & Talk Rx** and then **click OK** to add the **Walk & Talk Rx** to **Station WAT2**.

Step 3. Open all the nodes for the receiver of the WAT2 station by **clicking on the +** beside each node. You will see that all of the receiver data was inserted for the station.

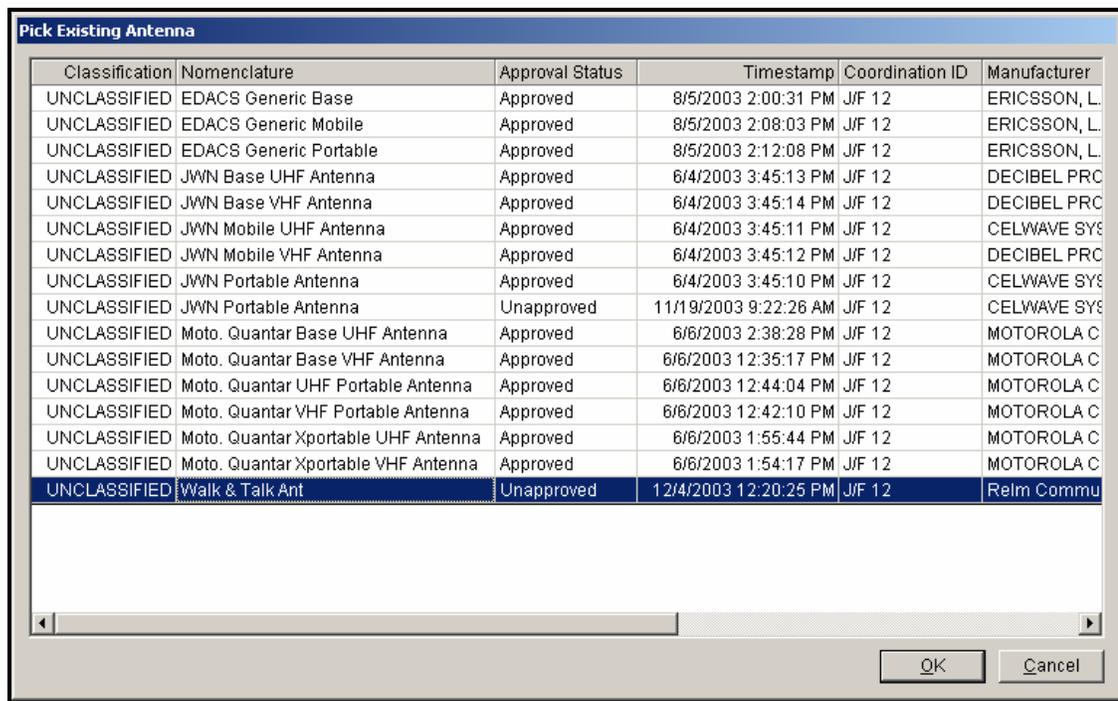


4.6.5 Getting Existing Antenna Data

Step 1. We are going to add an antenna to station WAT2 by selecting an existing antenna from the list of antennas that are already in the database. **Right-click** on **[Station] WAT2 | Add Antenna | Get Existing Antenna**.



The **Pick Existing Antenna** window will be displayed.



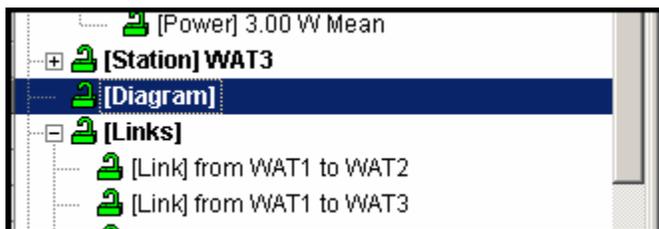
Step 2. Highlight **Walk & Talk Ant** and then **click OK**, to add the **Walk & Talk Ant** to **Station WAT2**. The added antenna will appear on the tree view under Station WAT2.



4.7 ENTERING DATA FOR LINKS

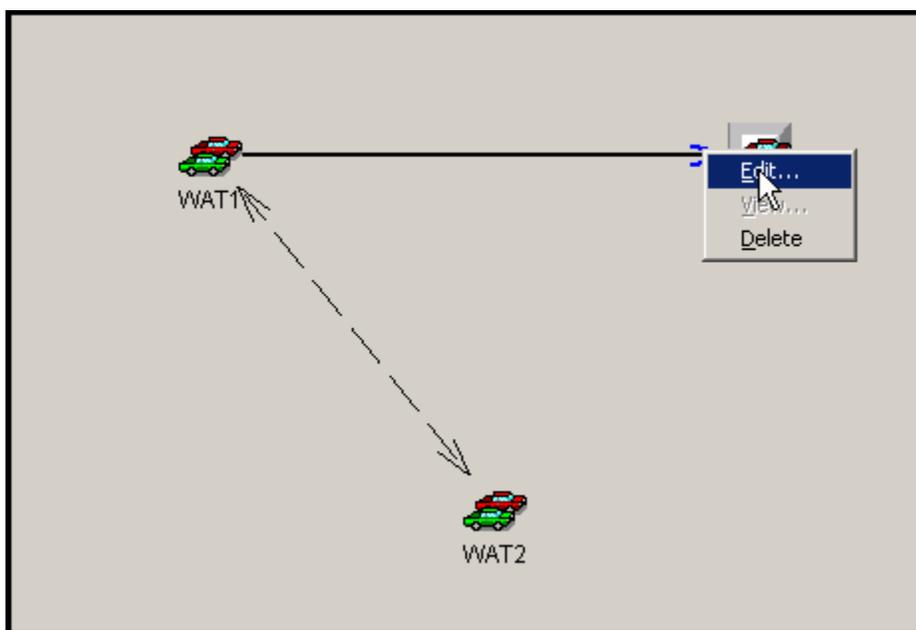
Data can be entered by accessing the diagram and using the graphical links to select which link to edit. The following steps will illustrate this.

- Step 1.** Click on the **[Diagram]** node in the tree view. The **Link Information** window will appear showing the links that had been defined earlier.

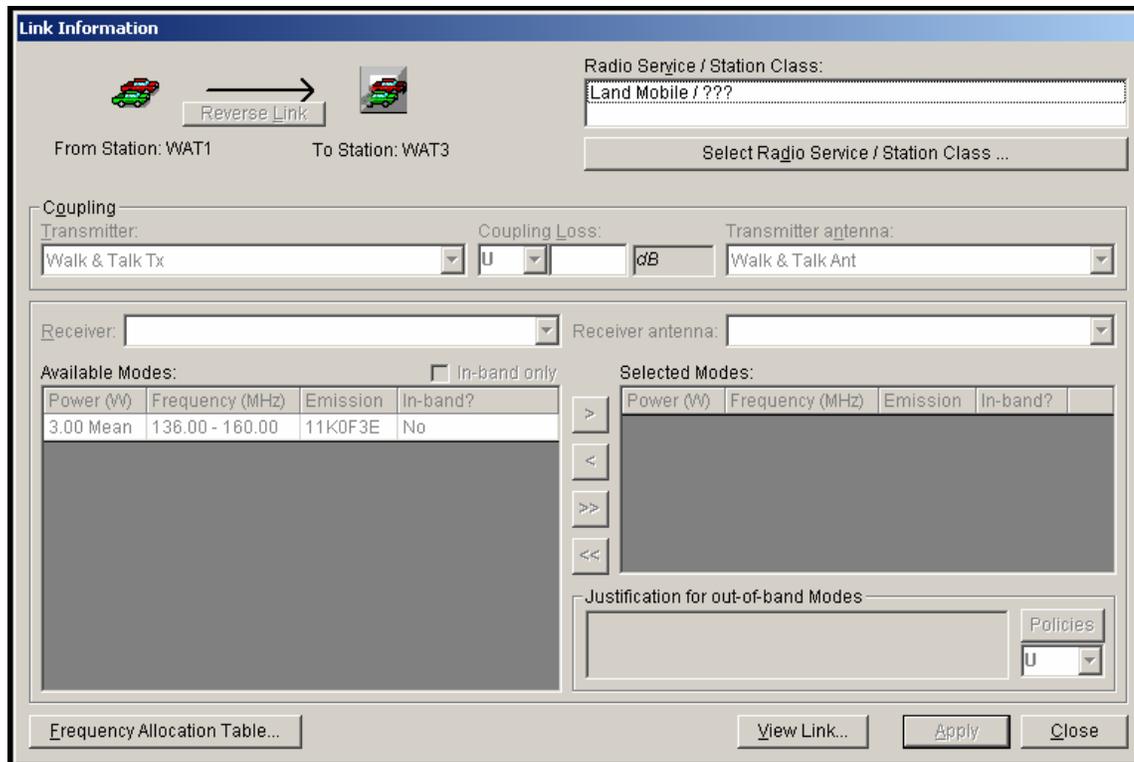


There are two ways to display the **Link Information** window.

- Step 2.** The first way is to **right-click** on the graphical link near the **receiving end** and then click **Edit** in the popup menu that is displayed.

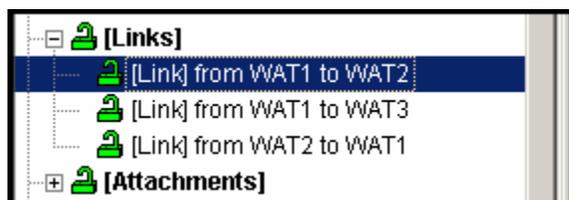


The **Link Information** window will be displayed.



Step 3. Click **Close** to close the **Link Information** window.

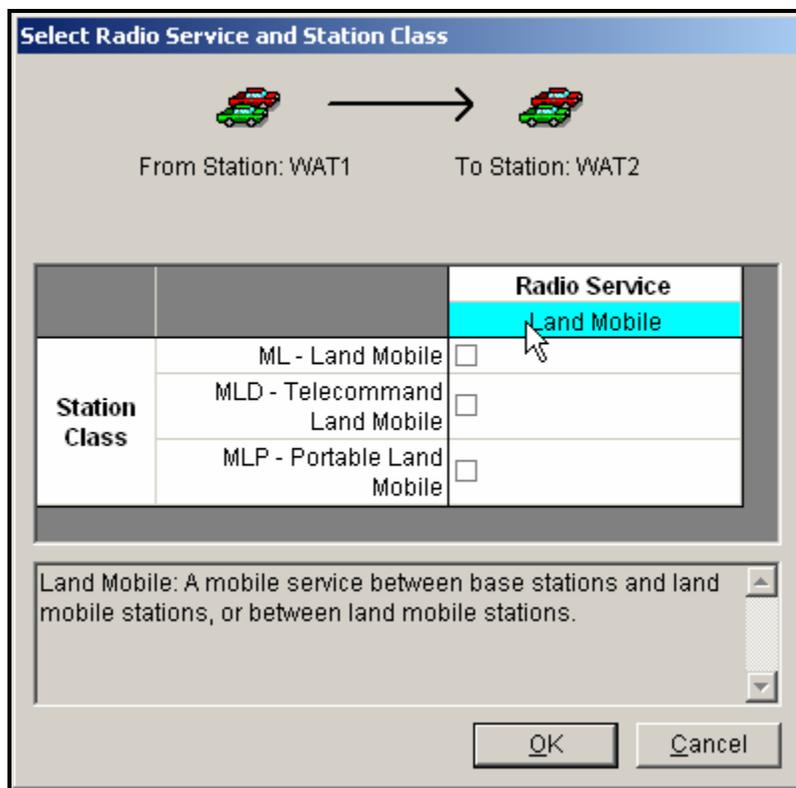
Step 4. The second way to display the **Link Information** window is to click on the individual link shown in the tree view. Click on **[Link] from WAT1 to WAT2**. Again the **Link Information** window will be displayed.



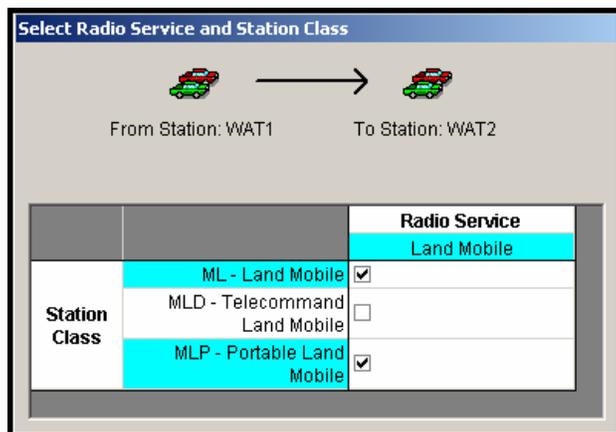
Step 5. Click the **Select Radio Service/Station Class** button.



The **Select Radio Service/Station Class** window is displayed.



Step 6. Select station class **ML** and **MLP** (i.e., **click** the respective check boxes) as shown below and then **click OK**.



The **Link Information** window now becomes active.

Link Information

Reverse Link

From Station: WAT1 To Station: WAT2

Radio Service / Station Class:
Land Mobile / ML - Land Mobile
Land Mobile / MLP - Portable Land Mobile
Select Radio Service / Station Class ...

Coupling

Transmitter: Walk & Talk Tx Coupling Loss: U dB Transmitter antenna: Walk & Talk Ant

Receiver: Walk & Talk Rx Receiver antenna: Walk & Talk Ant

Available Modes: In-band only

Power (W)	Frequency (MHz)	Emission	In-band?
3.00 Mean	136.00 - 138.00	11K0F0E	No
3.00 Mean	138.00 - 144.00	11K0F0E	Yes
3.00 Mean	144.00 - 148.00	11K0F0E	No
3.00 Mean	148.00 - 149.90	11K0F0E	Yes
3.00 Mean	149.90 - 150.05	11K0F0E	No
3.00 Mean	150.05 - 150.80	11K0F0E	Yes
3.00 Mean	150.80 - 160.00	11K0F0E	No

Selected Modes:

Power (W)	Frequency (MHz)	Emission	In-band?
-----------	-----------------	----------	----------

Justification for out-of-band Modes: Policies U

Frequency Allocation Table... View Link... Apply Close

- Step 7.** If there is more than one transmitter, choose a specific Transmitter using the button. Currently, we have identified only one transmitter for Station WAT1, therefore the pick list is grayed out.

Transmitter:
Walk & Talk Tx

- Step 8.** If there is more than one transmitter antenna, choose a specific Transmitting Antenna using the button. Currently, we have identified only one Transmitting Antenna for Station WAT1.

Transmitter antenna:
Walk & Talk Ant

- Step 9.** Enter the transmitter to transmitter antenna coupling loss (e.g., cable insertion loss) using the button. Since we haven't entered this data before would could enter it now if we had the information.

Coupling Loss:
U dB

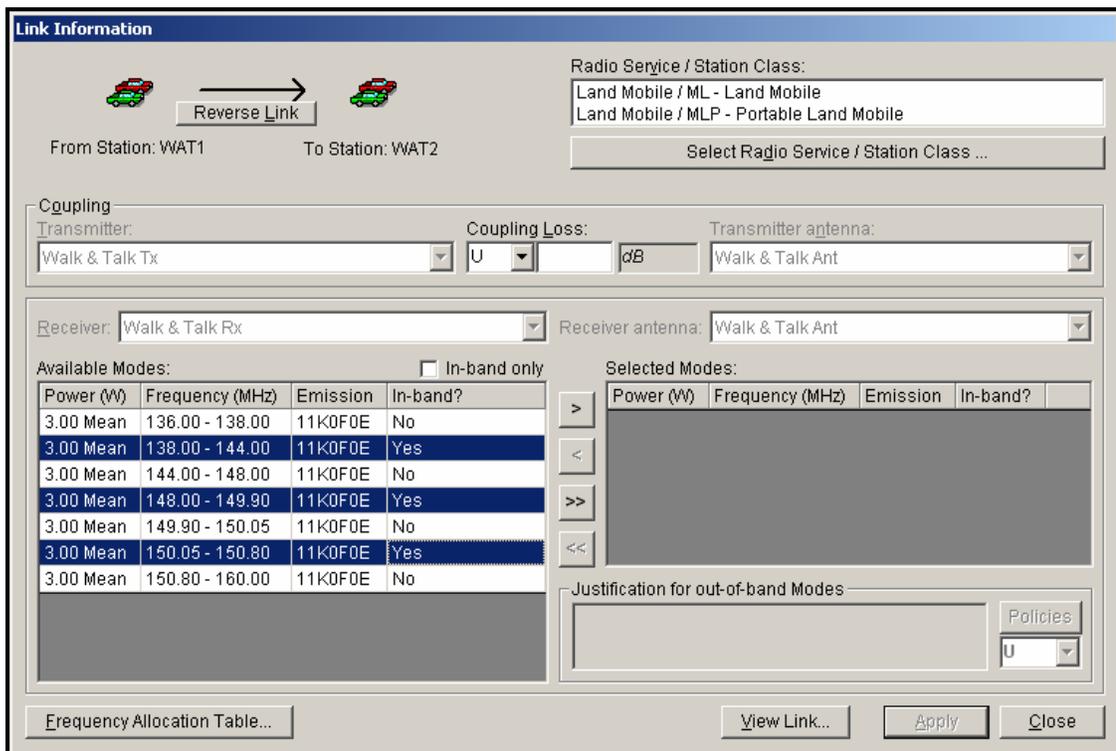
- Step 10.** If there is more than one receiver, choose a specific Receiver using the button. Currently, we have identified only one receiver for Station WAT2.

Receiver: Walk & Talk Rx

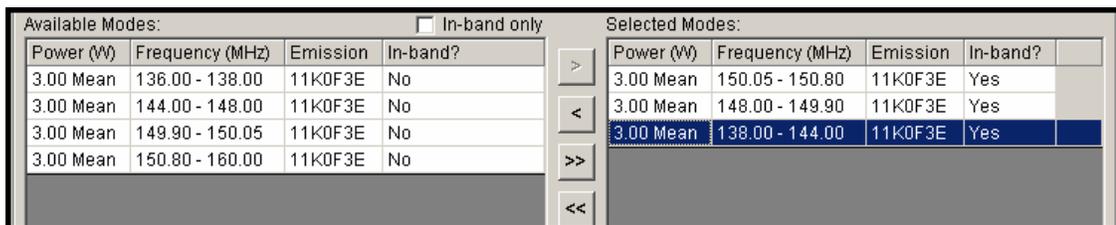
Step 11. If there is more than one receiver antenna, choose a specific Receiving Antenna at Station WAT2 by using the  button.



Step 12. Select from the available modes the modes that you want to certify. **Select the 3 modes** which have a **Yes** in the **In-band?** column. You can **hold down the Ctrl key** and **click each one** as shown below.



Step 13. Click the  button to transfer the **Available Modes** to list of **Selected Modes**.

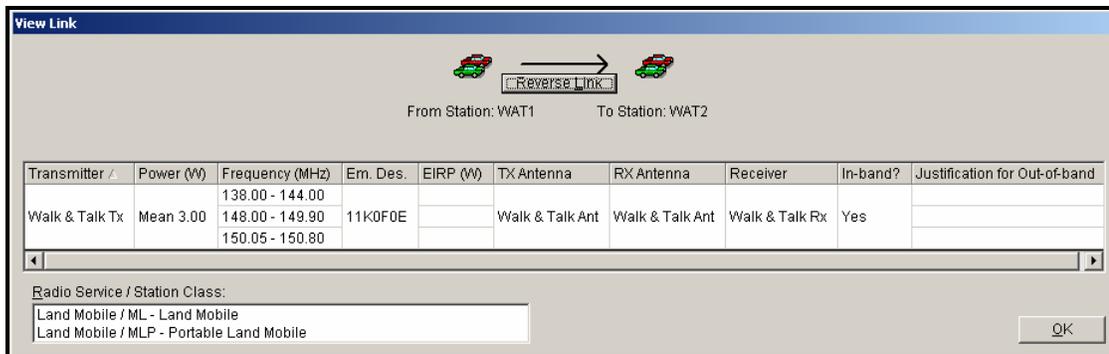


Step 14. Click **Apply** to save your choices. The notification window is displayed.



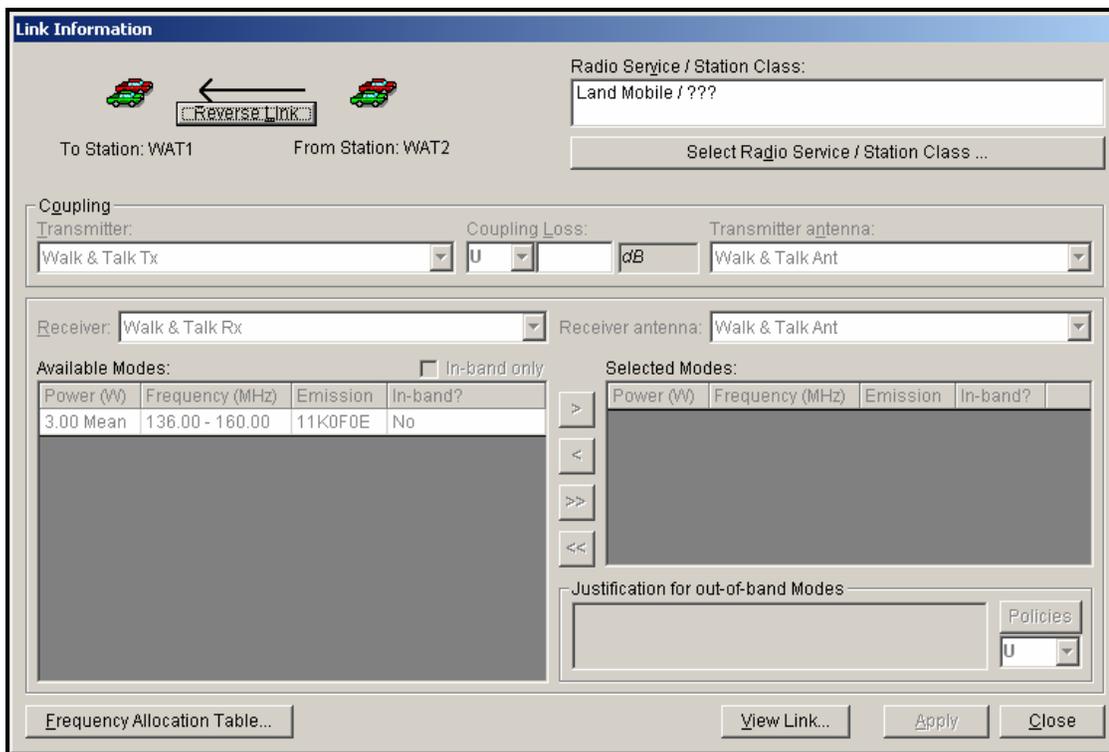
Step 15. Click **OK**.

Step 16. Click the **View Link** button to see the link information that you have saved.



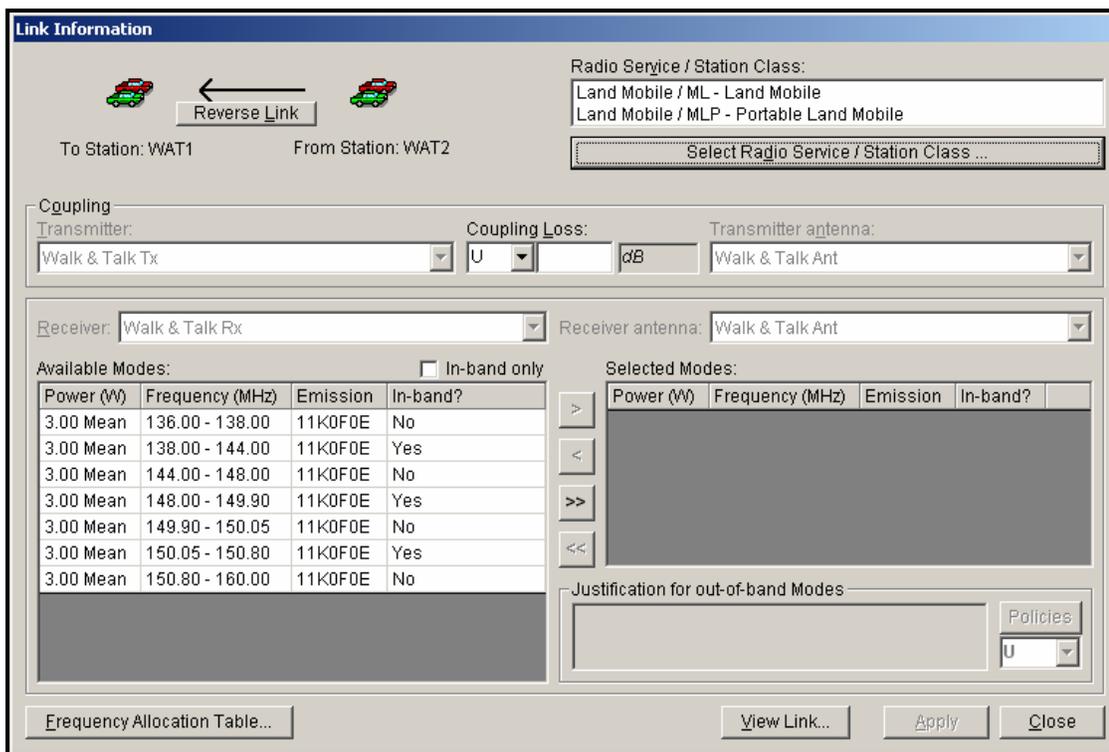
Step 17. Click **OK** after previewing the data.

Step 18. Click the **Reverse Link** button **Reverse Link** to display the reverse link (i.e., station WAT2 to station WAT1). The reverse link information will be displayed.

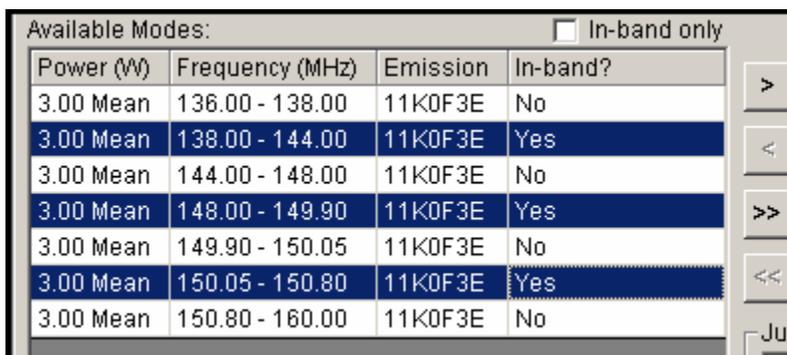


Step 19. To enter information for this link as we did the previous link, click the **Select Radio Service/Station Class** button. The **Select Radio Service/Station Class** window is displayed.

Step 20. On the **Select Radio Service/Station Class** window, select station class **ML** and **MLP** by **clicking the associated check boxes** and clicking **OK**. The **Link Information** window now becomes active.



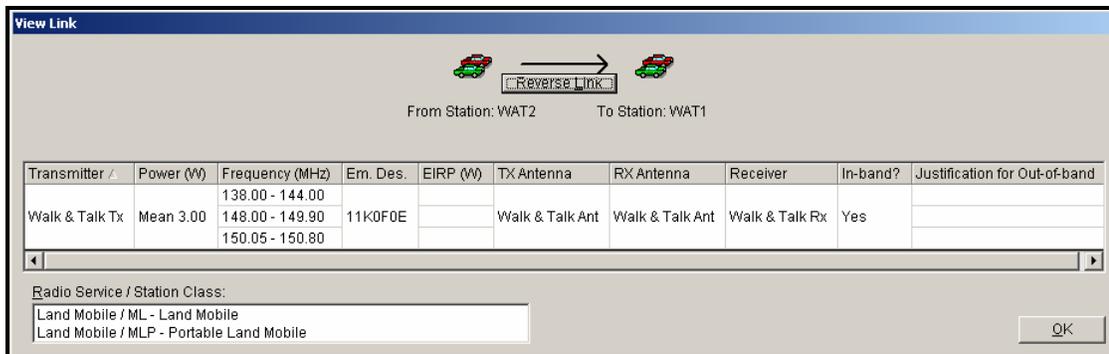
Step 21. Since we only have one transmitter, receiver, transmitter antenna, and receiver antenna we cannot choose another but we can enter the Coupling Loss and its classification, and select the Modes to be certified. For now we will **select each mode that has a Yes in the In-band? column**, as shown below.



Step 22. Click the  button to transfer the **Available Modes** to list of **Selected Modes**.

Step 23. Click **Apply** to save your choices, and then **click OK** on the notification window that pops up.

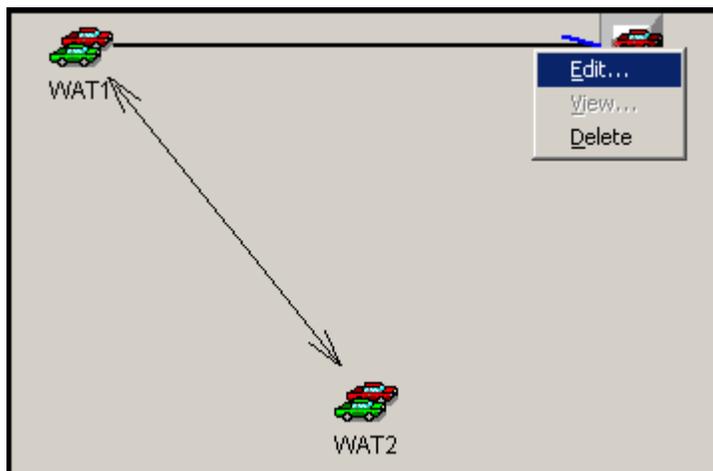
Step 24. Click the **View Link** button to see the link information that you have saved.



Step 25. Click **OK** to close the **View Link** window, and then **click Close** on the **Link Information** window to return to the tree view.

Step 26. Now we are going to use the graphical view to add data for our link from WAT1 to WAT3. First from the tree view, **click Diagram**.

Step 27. Next, **right-click** the arrow **end of the WAT1 to WAT3 link** and then **click Edit**.



The familiar **Link Information** window will be displayed.

Step 28. Now that you know what to do, enter the following data for this link and save it.

- **Radio Service / Station Class -- ML and MLP.**
- **Coupling Loss -- Leave Blank.**
- **Modes -- 3.00 Mean 138.00 - 144.00 11K0F3E Yes**
 3.00 Mean 148.00 - 149.90 11K0F3E Yes
 3.00 Mean 150.05 - 150.80 11K0F3E Yes

The information should look like the following when you view the link.

View Link

Reverse Link

From Station: WAT1 To Station: WAT3

Transmitter /	Power (W)	Frequency (MHz)	Em. Des.	EIRP (W)	TX Antenna	RX Antenna	Receiver	In-band?	Justification for Out-of-band
Walk & Talk Tx	Mean 3.00	138.00 - 144.00	11K0F3E		Walk & Talk Ant			Yes	
		148.00 - 149.90							
		150.05 - 150.80							

Radio Service / Station Class:

Land Mobile / ML - Land Mobile
Land Mobile / MLP - Portable Land Mobile

OK

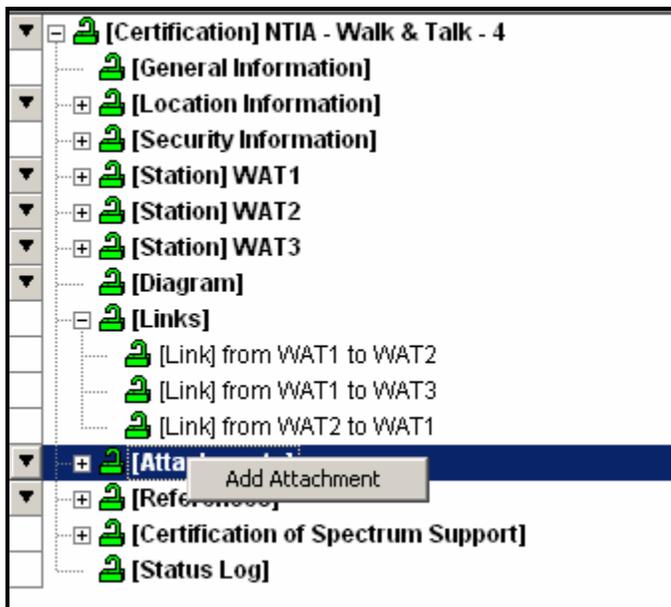
Step 29. Click **OK** to close the **View Link** window, and then **click Close** on the **Link Information** window to return to the tree view.

We have now finished entering data for our three links.

4.8 ADDING ATTACHMENTS

Any kind of file can be attached to a certification application. The file could be a graphics file, a text file, or a spreadsheet file. The following steps will illustrate how to attach these files.

Step 1. Right-click on the **[Attachments]** node and then click **Add Attachment**.



The **Add Attachment** window is displayed.

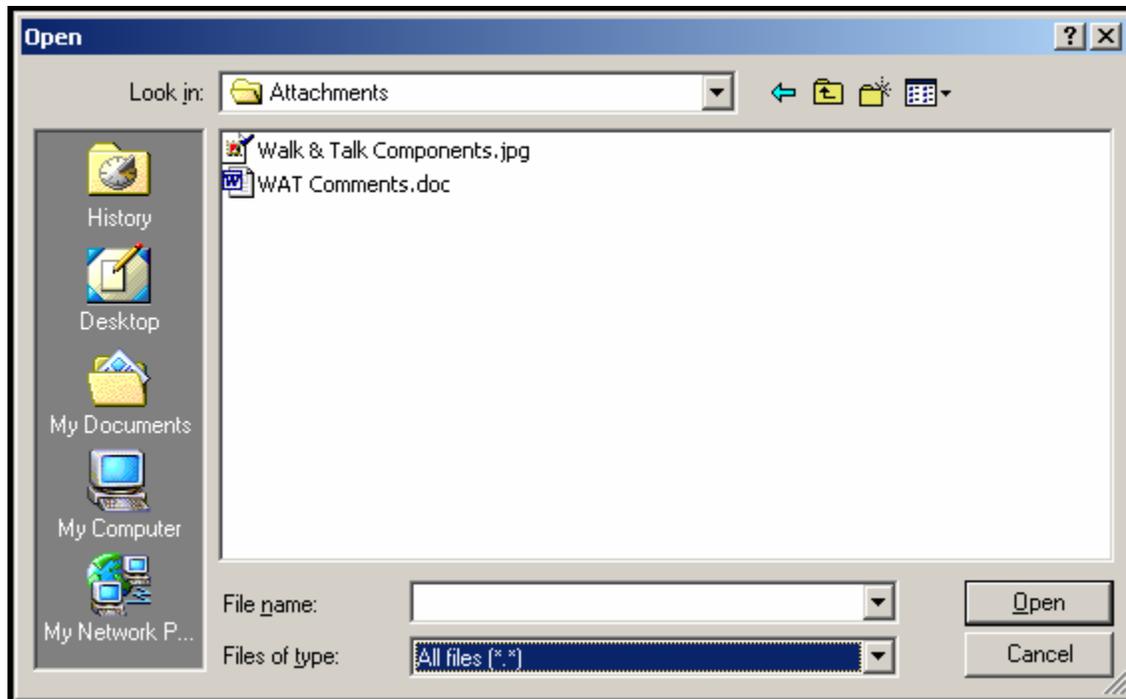
Data Item	Class	Value	Units
Attachment	U		
SPS Docket Number	U		

Step 2. Click in the **Attachment** Field and click the **Browse** button .

Data Item	Class	Value	Units
Attachment	U	<input type="text"/>	
SPS Docket Number	U		

The **Open** window will be displayed for you to select the file that you want to attach. You will find the attachment file on your training CD-ROM.

Step 3. Go to **{CD-ROM Drive Letter}/Training Material/Attachments** and **select all file types**.



Step 4. **Click** on **Walk & Talk Components.jpg** and then **click Open**. The file will now be listed as an attachment to your certification application.

Data Item	Class		Value	Units
Attachment	U	 Walk & Talk Components.jpg	...	
SPS Docket Number	U			

Step 5. To view the file, **click** on  to open the file.

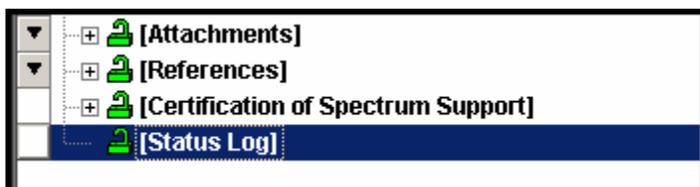
Step 6. We want to add the other file that was on our training CD-ROM as an attachment. Using what you have learned in Steps 1-5 above, **add the file WAT Comments.doc** as an attachment. Notice the numerous comments in the file.

Step 7. **Click** on the **[Attachments]** Node to save the attachment to your application.

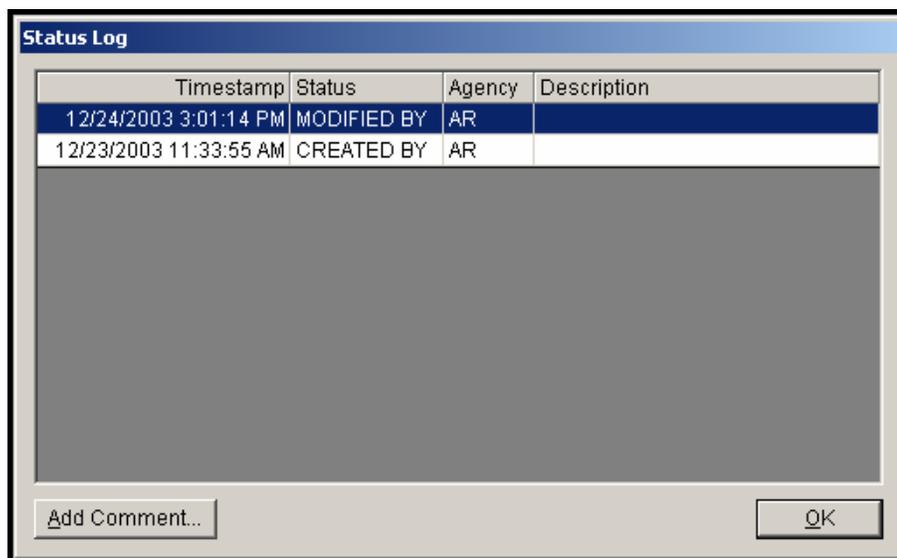
4.9 VIEWING THE STATUS LOG

A status log is created and updated while a certification application is being processed. The next few steps will show how to view the log and to add status to the log.

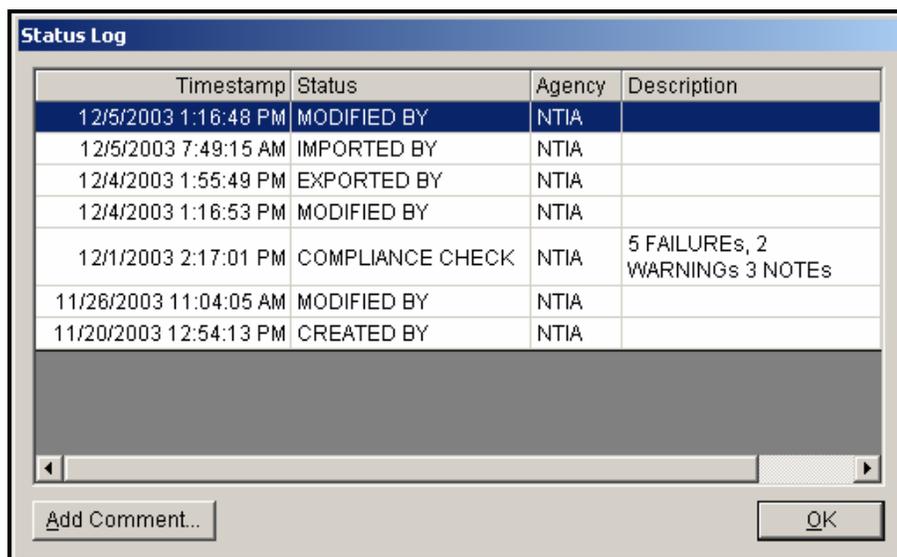
Step 1. From the tree view, **click** on the **[Status Log]** node.



The **Status Log** window is displayed.

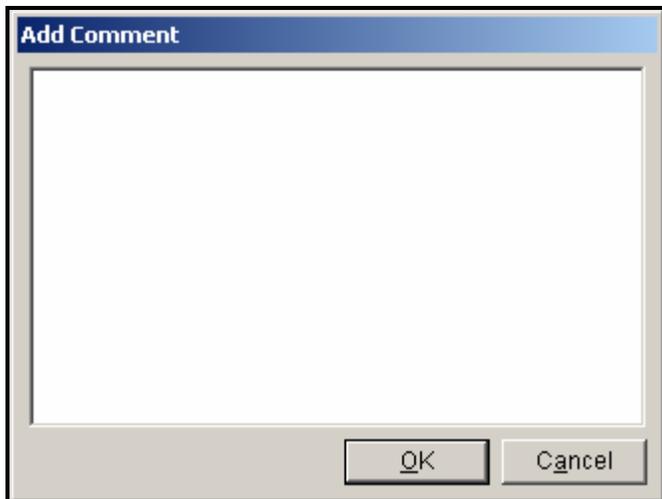


The following is an example log with more entries.

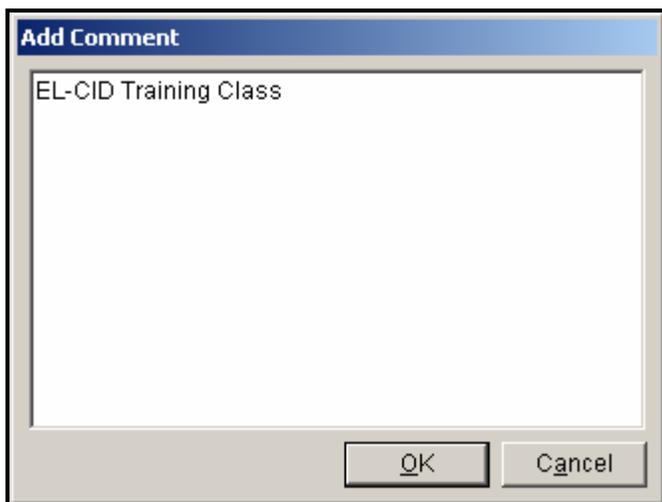


Step 2. **Click** the **Add Comment** button to add your own status entry.

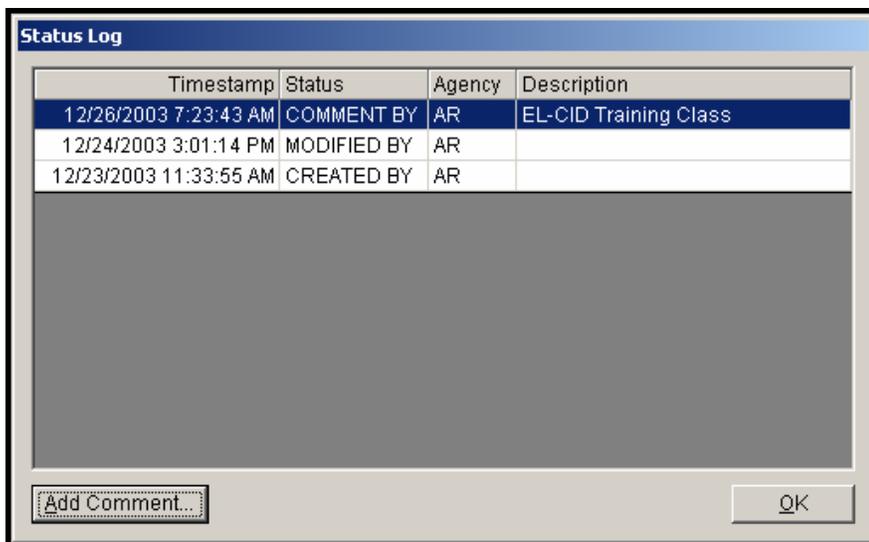
The **Add Comment** window is displayed.



Step 3. In the window type **EL-CID Training Class** and then **click OK**.

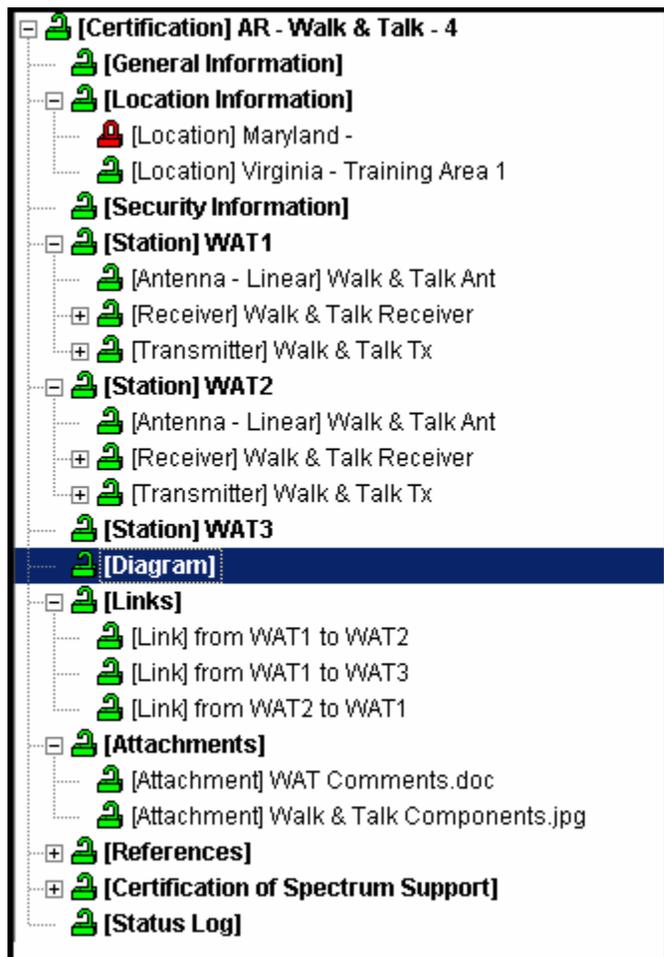


You will notice that your comment was added with the Status Code of COMMENT BY. Also notice that the latest status is displayed at the top of the log in chronological order.



Step 4. Click **OK** to close the **Status Log** window.

The following shows what the tree view look like so far.



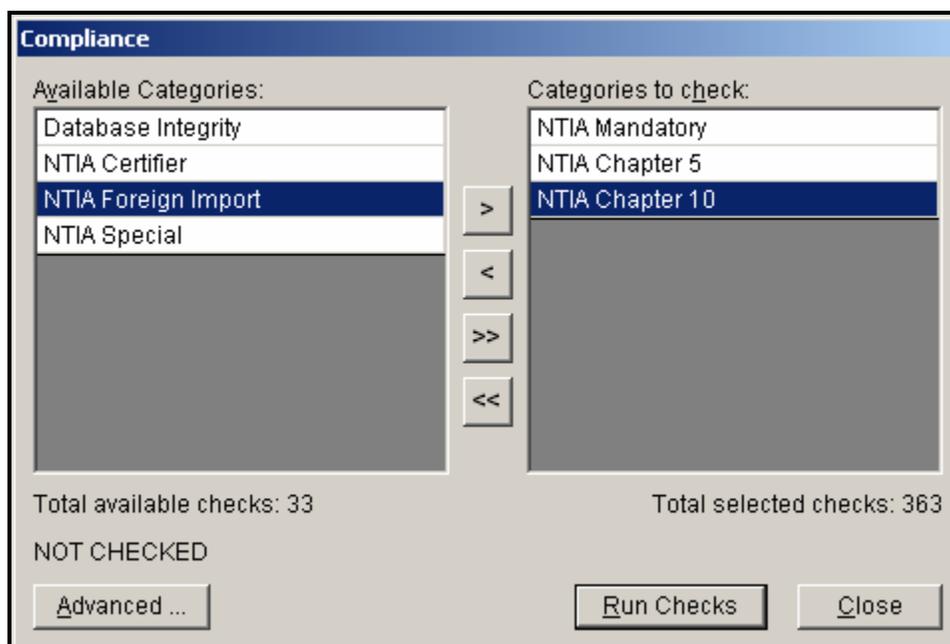
5. Running Compliance Checks

Now that we have created our certification application we want to check it by running the EL-CID Compliance Checks.

Step 1. Click on the **Compliance Checks** button located on the Tool Bar.



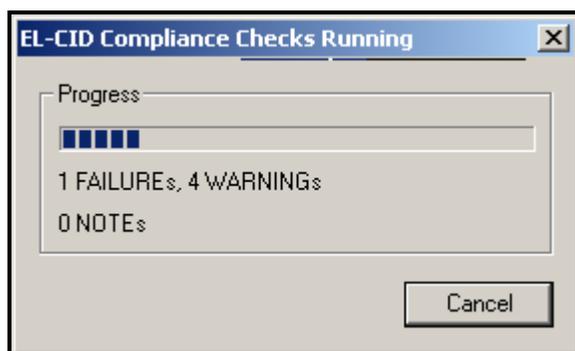
The **Compliance** window is displayed.



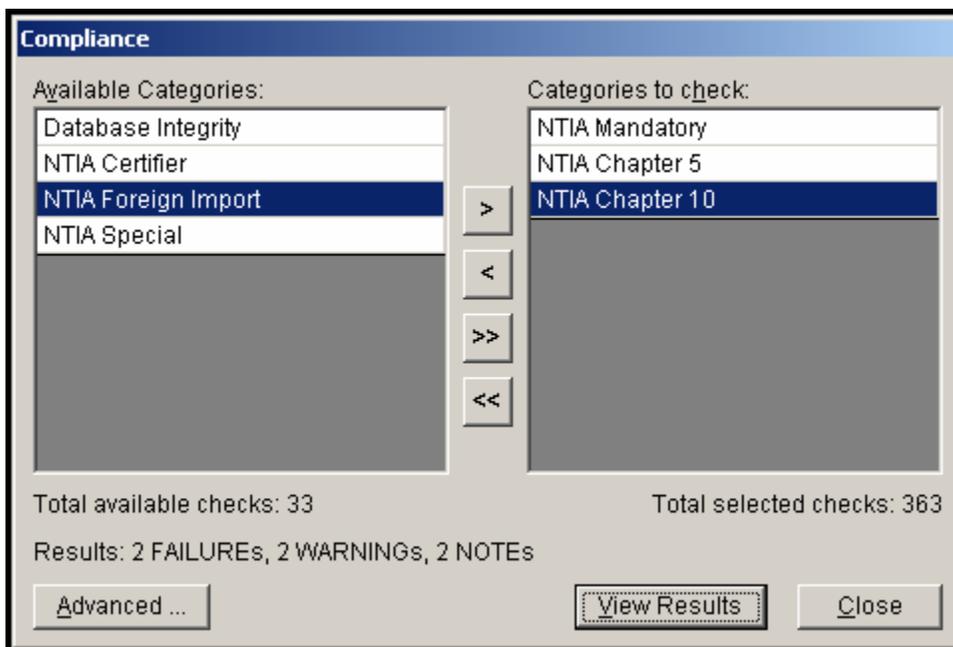
Items from the **Available Categories** list can be added to the **Categories to check** list by using the arrows in the middle of the screen. We will check the three categories shown above.

You can view all the checks by clicking the **Advanced** button.

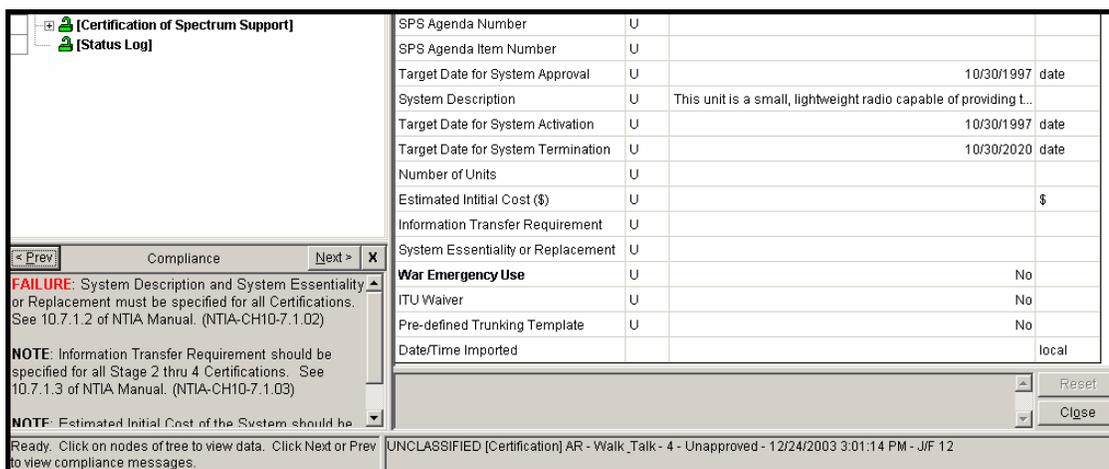
Step 2. Click the **Run Checks** button. The following **EL-CID Compliance Checks Running** progress window is displayed.



When the compliance checks have run the **Compliance** window is shown with the summary of the number of failures, warning, and notes.



Step 3. To see the results, **click** the **View Results** button. The screen containing the first error will be displayed and the relevant compliance message will be shown at the bottom left of the screen.



Notice that we did not fill out the field for **System Description and System Essentiality**. This is a required field for a certifications.

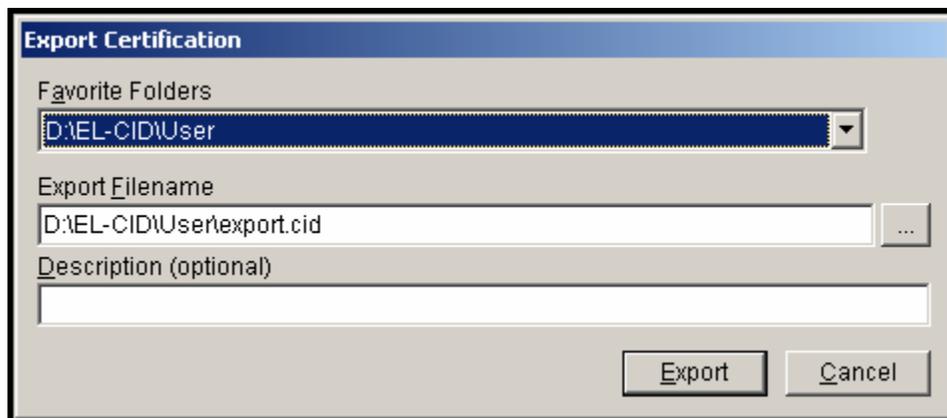
Step 4. To see the remaining compliance messages **click** the **Next** button. As you can see the messages indicate the type of message (e.g., Failure, Warning, or Note), the reason for the message, and the reference document(s).

6. Exporting Certification Records

After you have corrected the certification error messages you will then want to export the certification so it can be forwarded to the next higher organization that will review it. The next few steps will illustrate the exporting process.

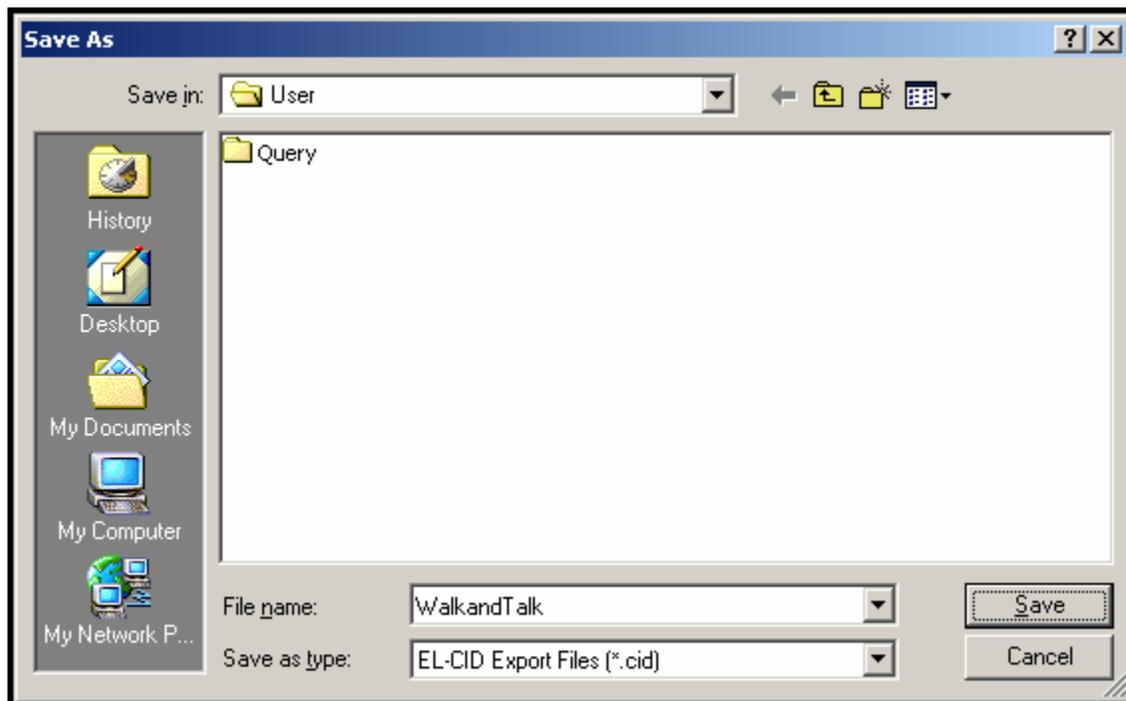
Step 1. Click the **Export** button on the tool bar .

The **Export Certification** window is displayed.

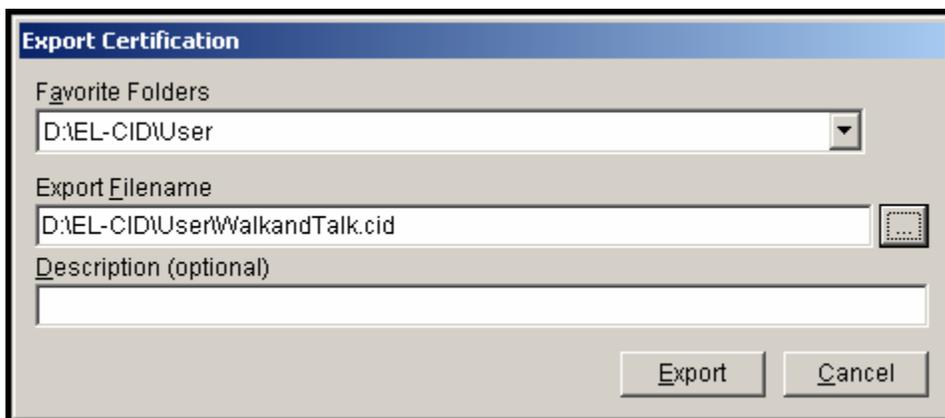


Notice that a default file name of export.cid will be entered, but you can specify a different filename.

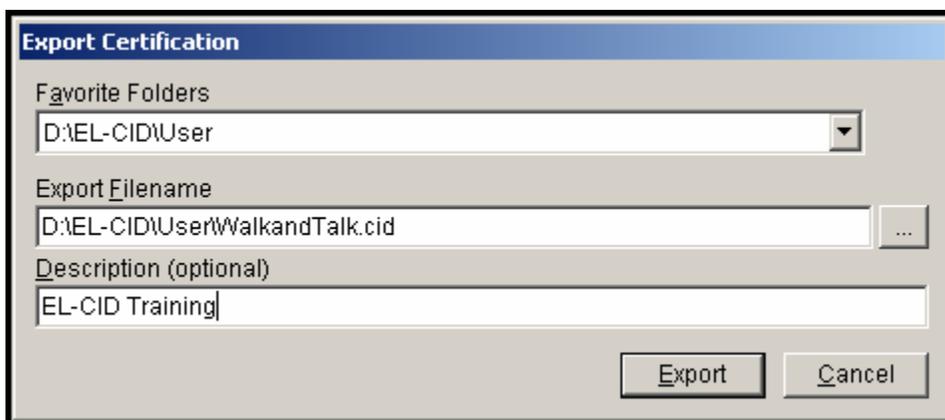
Step 2. Click the **Browse** button  and enter **WalkandTalk** as the filename, as shown below.



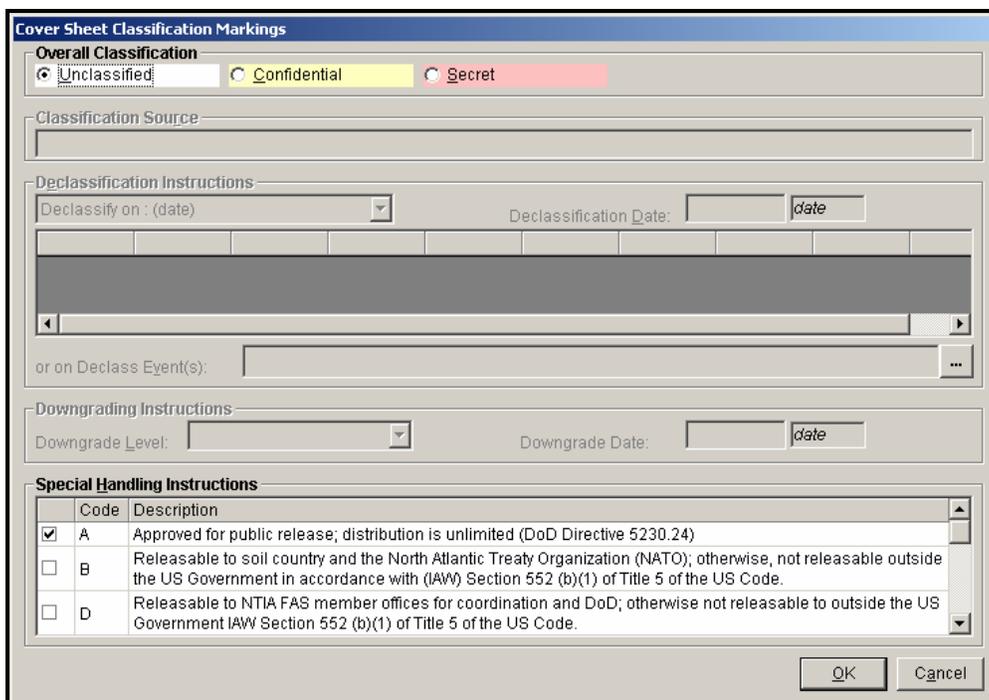
Step 3. Click **Save**. The **Export Certification** window is displayed again showing the path and filename that you selected.



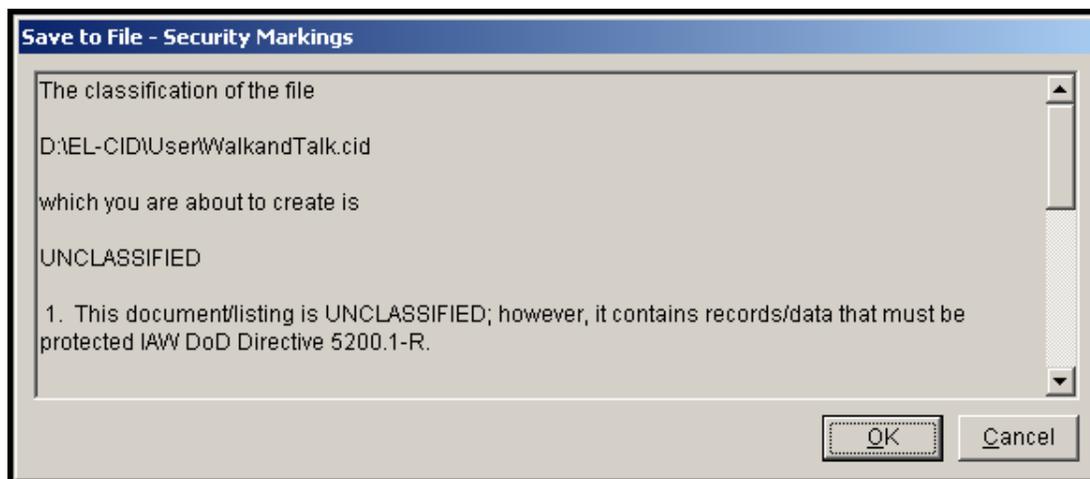
Step 4. Type **EL-CID Training** into the **Description** dialog box.



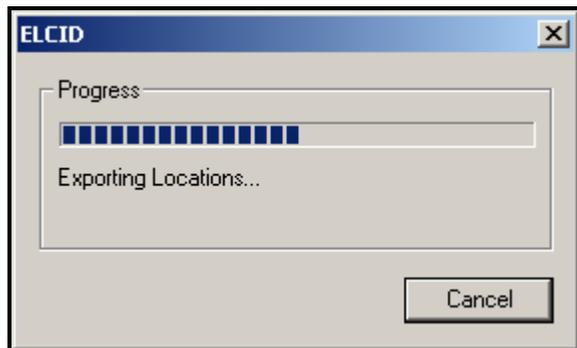
Step 5. Click **Export**. The **Cover Sheet Classification Markings** window is displayed.



Step 6. Click **OK**. The **Save to File – Security Markings** window is displayed.



Step 7. Click **OK**. A progress window is displayed. When it closes, the file has been saved and the main window will be displayed.



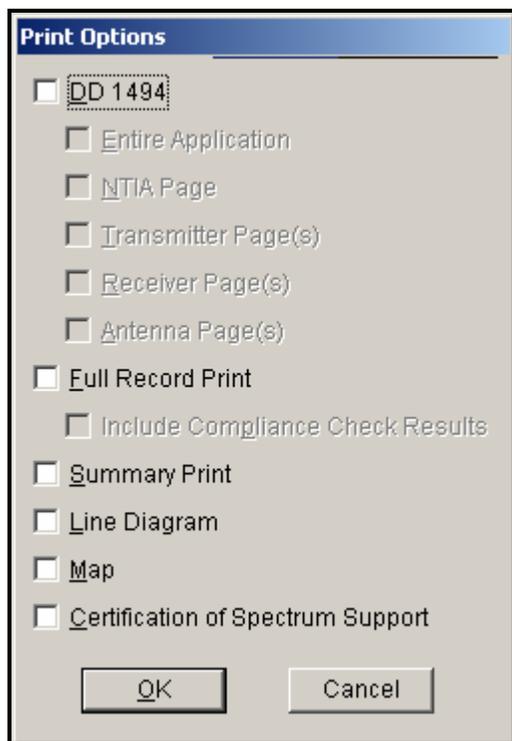
7. Printing a Certification Record

If you want to print a copy of the certification record for filing, the next few steps will illustrate how this is done.

Step 1. Click the **Print** button on the toolbar.

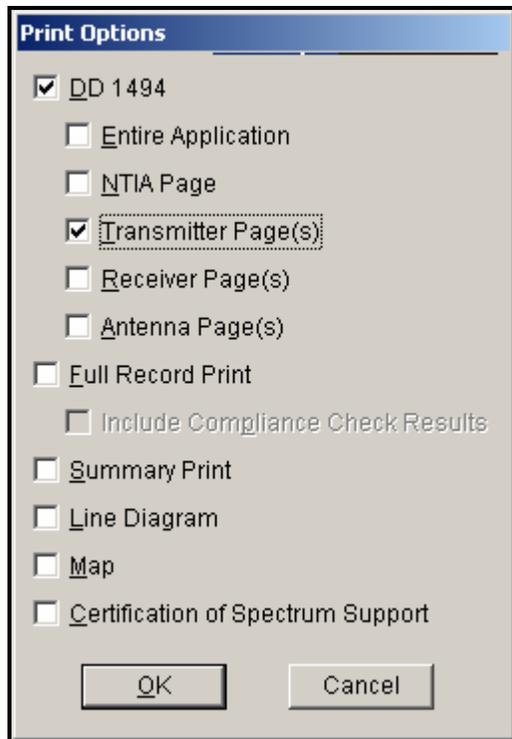


The **Print Options** window is displayed.

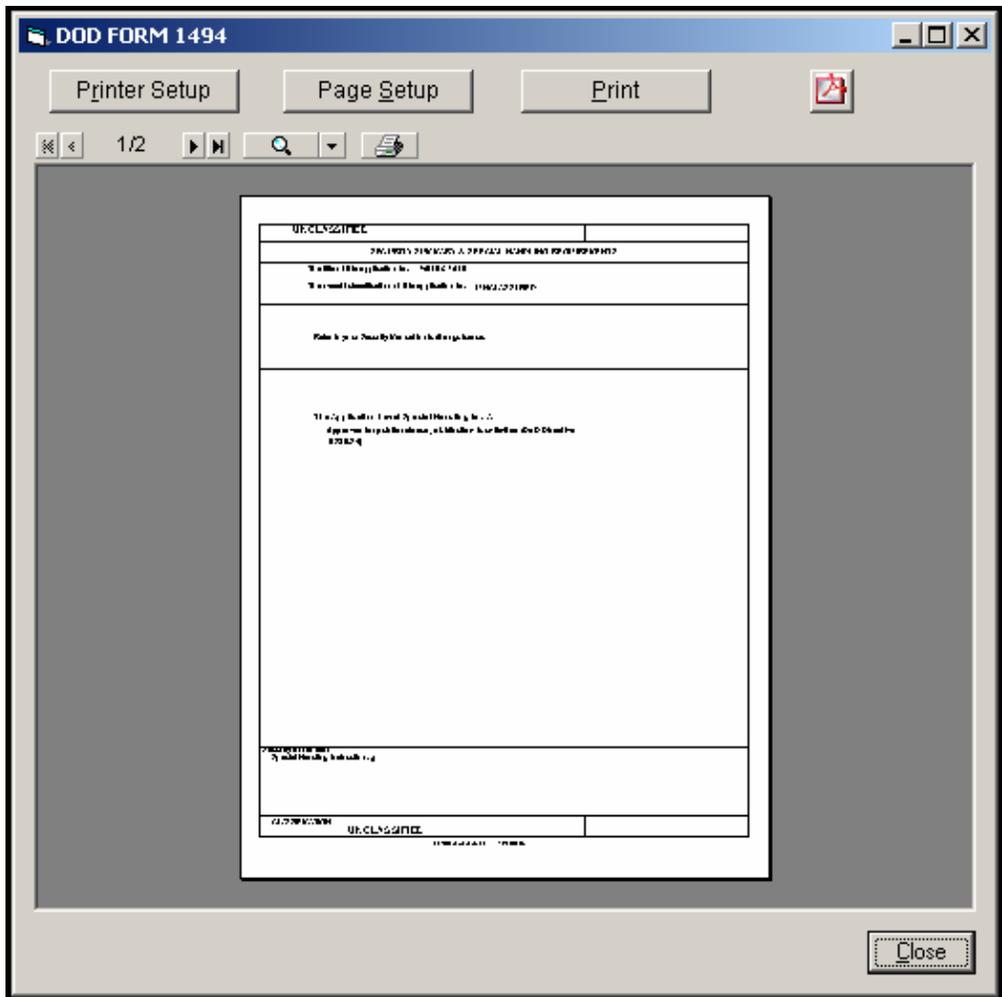


Step 2. Check the **DD 1494** check box and then you will see that additional options will become active for the DD 1494 output.

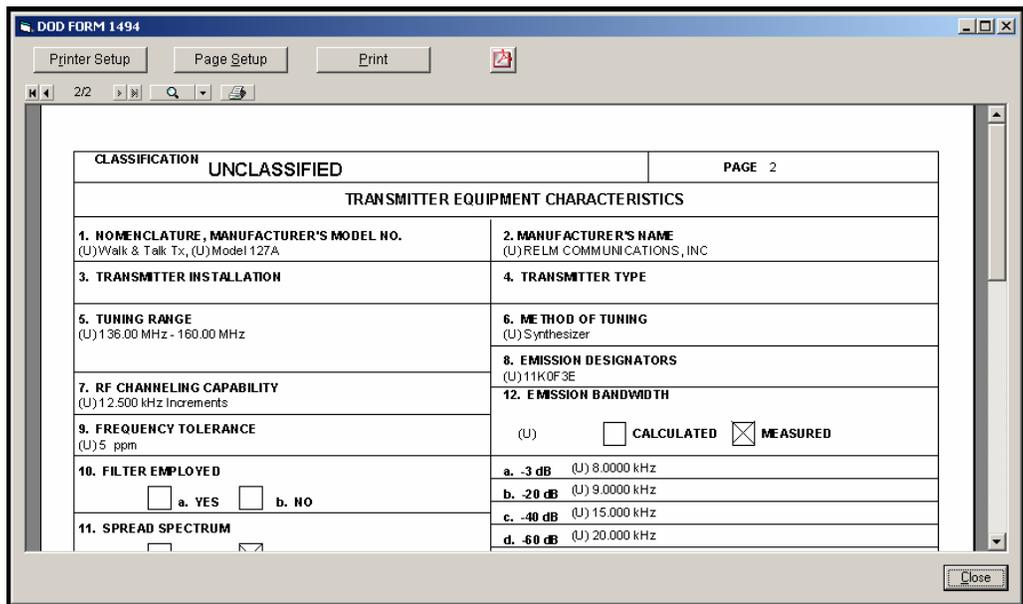
Step 3. Next, **Check** the **Transmitter Page(s)** check box and then click **OK**.



The **DOD FORM 1494** window is displayed showing the cover page.



Step 4. Click  to go to the next page. Use the **magnifying glass** icon to zoom in on the **Transmitter Equipment Characteristics** page.



- Step 5. Click the **Close** button.
- Step 6. Click the **Print** button again, and then select the **Full Record Print** check box and the **OK** button.
- Step 7. **Review the various pages** of the output. If you want to actually print the document you would select the **Print** button.
- Step 8. **Click Close** but don't actually print the document.
- Step 9. **Click** the **Print** button again, and then select the **Summary Print** check box and the **OK** button.
- Step 10. **Review the various pages** of the output.
- Step 11. **Click Close** but don't actually print the document.
- Step 12. **Click File | Close** to close the current certification application.

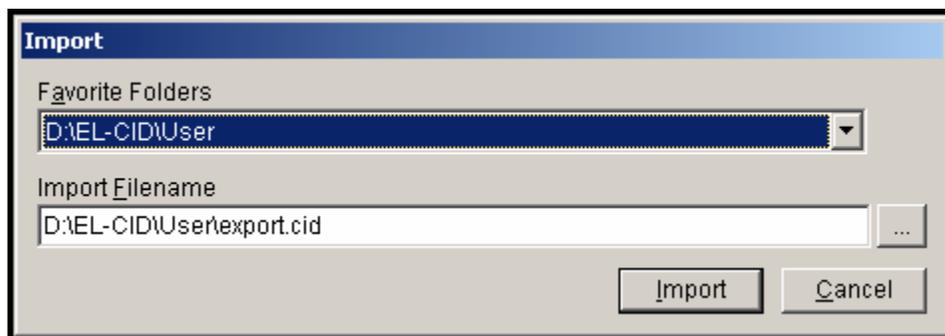
8. Importing a Certification Application

You may need to import a certification application that was prepared by someone else. The following steps will illustrate how to perform this import.

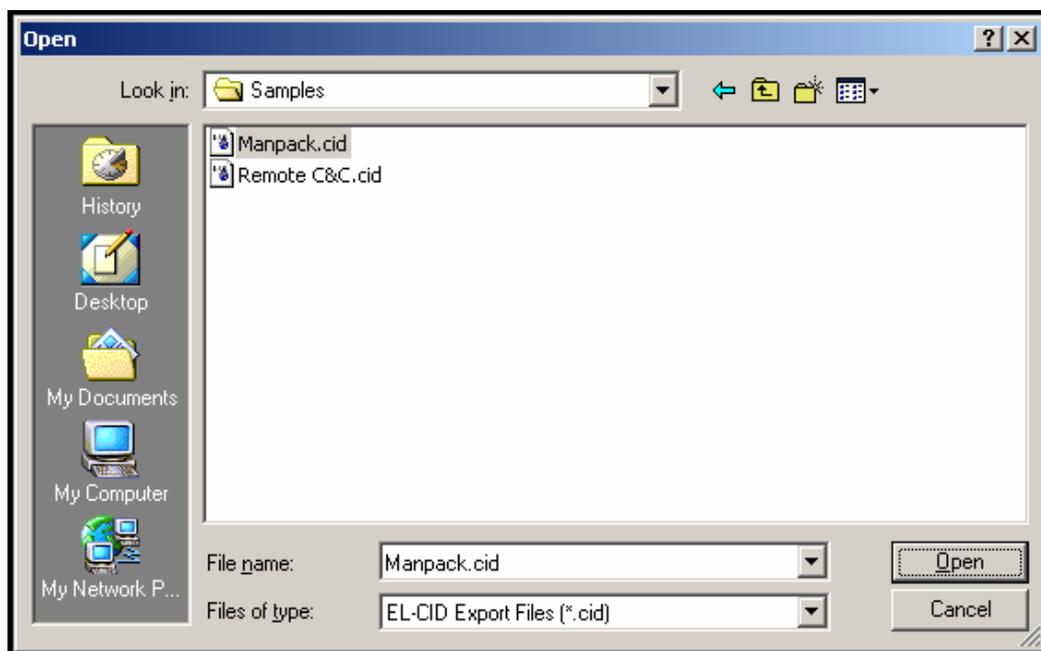
Step 1. Click the **Import** button.



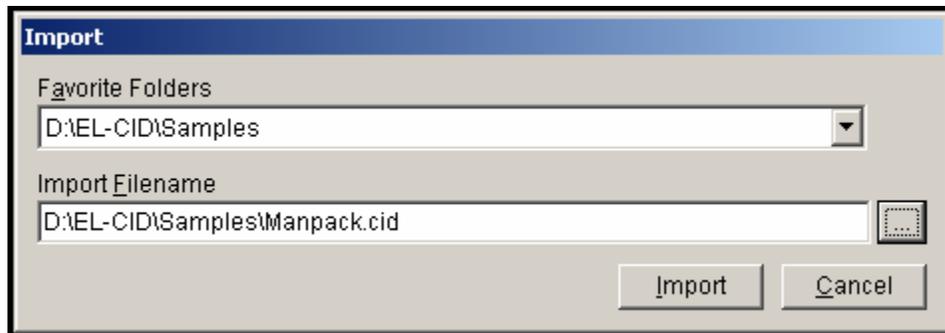
The **Import** window is displayed.



Step 2. Click the **browse** button to select the file to import. The folder we are using for training is **D:\EL-CID\Samples**. Highlight the filename **Manpack.cid** and then click **Open**.



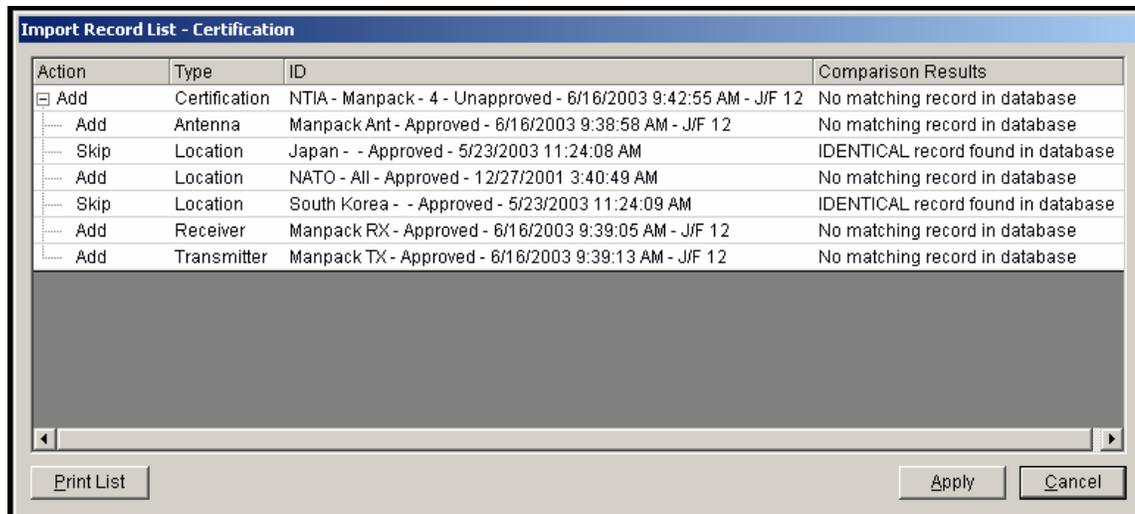
The **Import** window displays the selection.



Step 3. **Click Import.** The **File Description** window is displayed.



Step 4. Click **OK**. The **Import Record List - Certification** window is displayed.



Action	Type	ID	Comparison Results
[-] Add	Certification	NTIA - Manpack - 4 - Unapproved - 6/16/2003 9:42:55 AM - J/F 12	No matching record in database
..... Add	Antenna	Manpack Ant - Approved - 6/16/2003 9:38:58 AM - J/F 12	No matching record in database
..... Skip	Location	Japan - - Approved - 5/23/2003 11:24:08 AM	IDENTICAL record found in database
..... Add	Location	NATO - All - Approved - 12/27/2001 3:40:49 AM	No matching record in database
..... Skip	Location	South Korea - - Approved - 5/23/2003 11:24:09 AM	IDENTICAL record found in database
..... Add	Receiver	Manpack RX - Approved - 6/16/2003 9:39:05 AM - J/F 12	No matching record in database
..... Add	Transmitter	Manpack TX - Approved - 6/16/2003 9:39:13 AM - J/F 12	No matching record in database

Step 5. Click **Apply**. The progress window is briefly displayed and then the **Import Record List - Certification** window is again displayed.

Step 6. Click **OK** to close the window.

9. Opening and Editing an Unapproved Certification Record

Once you have saved or imported a certification application that has not been approved you can open it and then edit it. The following steps show how you can do this.

Step 1. Click the **Open** button to open a certification.

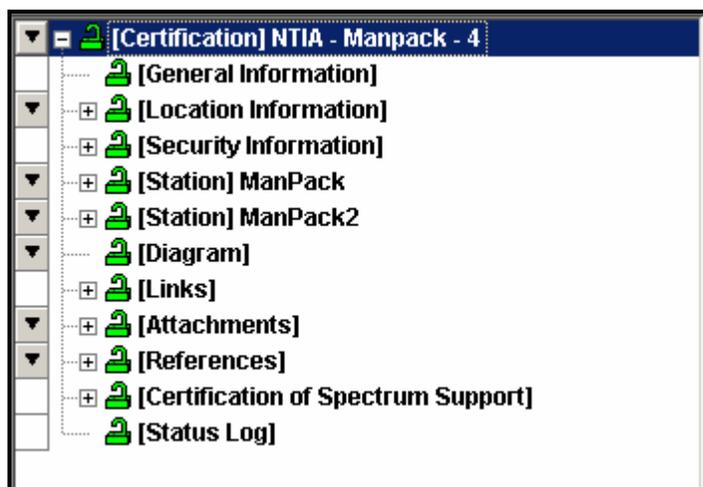


The **Pick Existing Certification** window is displayed.

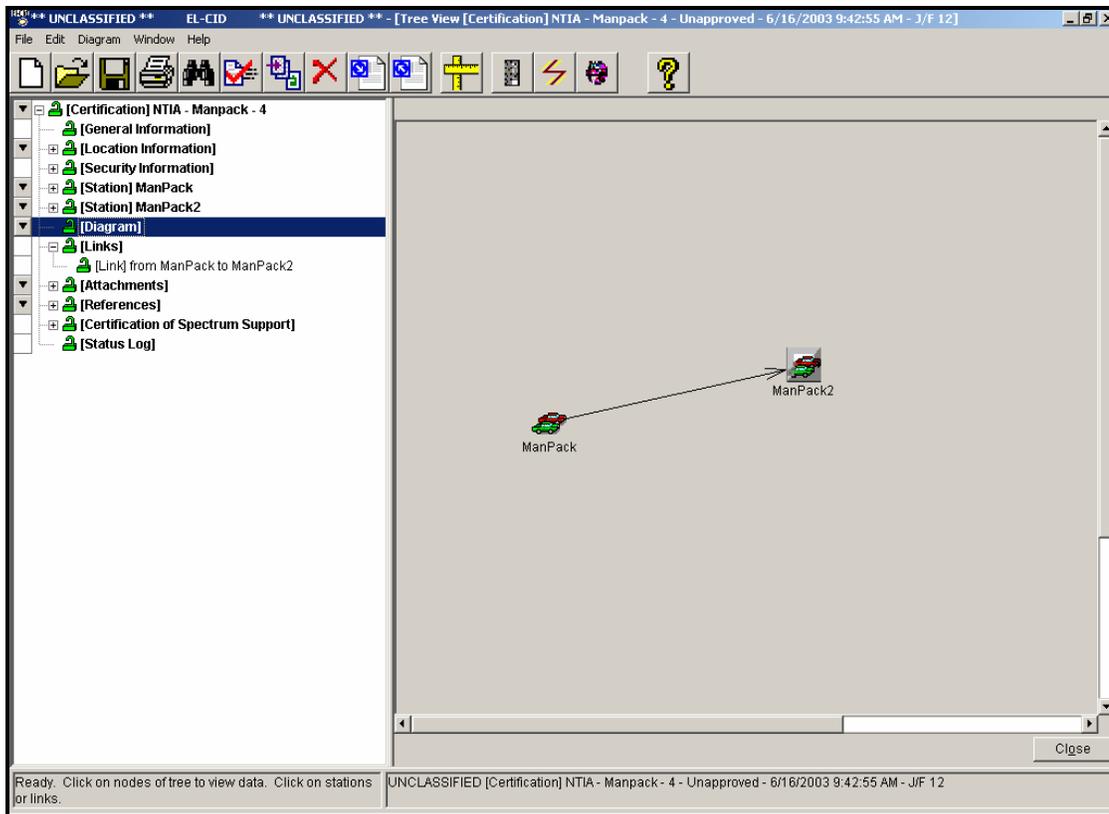
Pick Existing Certification						
Classification	Agency	System Name	Stage	Approval Status	Timestamp	Coordi
UNCLASSIFIED	AF	Ericsson EDACS NB LMR System	4 - Operational	Approved	8/15/2003 4:00:58 PM	J/F 12
UNCLASSIFIED	J	Justice Wireless Network	4 - Operational	Approved	8/15/2003 2:14:52 PM	J/F 12
UNCLASSIFIED	N	Navy Motorola Quantar Trunked Sys.	4 - Operational	Approved	8/21/2003 11:19:13 AM	J/F 12
UNCLASSIFIED	NTIA	Ericsson EDACS NB Trunk Template	4 - Operational	Approved	8/16/2003 2:12:15 PM	J/F 12
UNCLASSIFIED	NTIA	Manpack	4 - Operational	Unapproved	6/16/2003 9:42:55 AM	J/F 12
UNCLASSIFIED	NTIA	Motorola Quantar Trunk Template	4 - Operational	Approved	8/21/2003 11:07:16 AM	J/F 12
UNCLASSIFIED	NTIA	Walk & Talk	4 - Operational	Unapproved	12/5/2003 2:02:52 PM	J/F 12
UNCLASSIFIED	NTIA	Wireless Network Trunk Template	4 - Operational	Approved	8/16/2003 2:13:10 PM	J/F 12

OK Cancel

Step 2. Highlight the **Manpack** system and then **click OK**. The Certification's tree view is open.



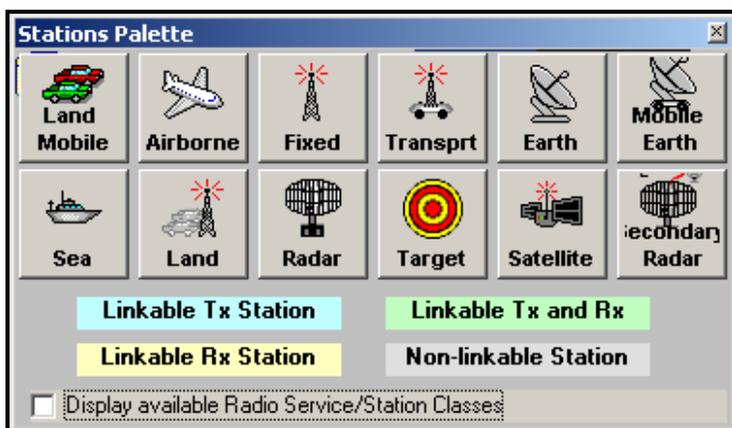
Step 3. Click [Diagram]. The Diagram node is open.



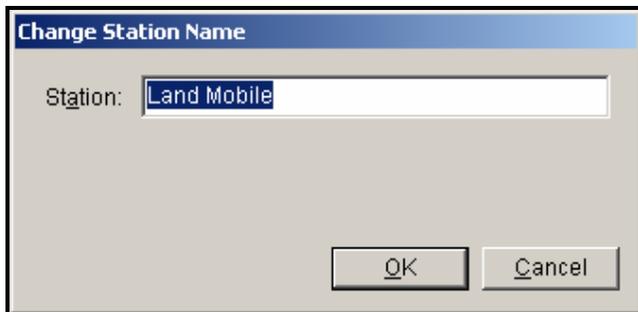
Step 4. Click the Show/hide Stations Palette button.



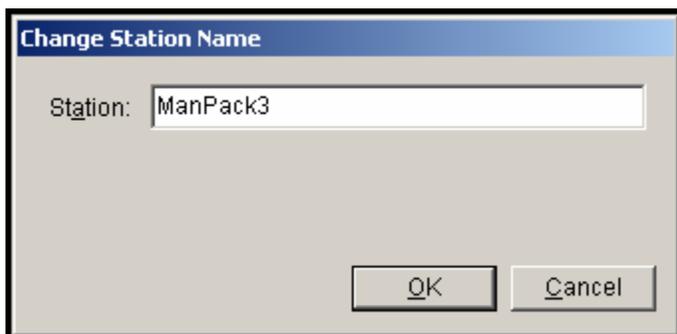
The Stations Palette window is displayed.



Step 5. Click on the **Land Mobile** icon and drag to the drawing area.



Step 6. Change the name to **ManPack3** and click **OK**. The new icon will be displayed on the graphic screen with the new name.

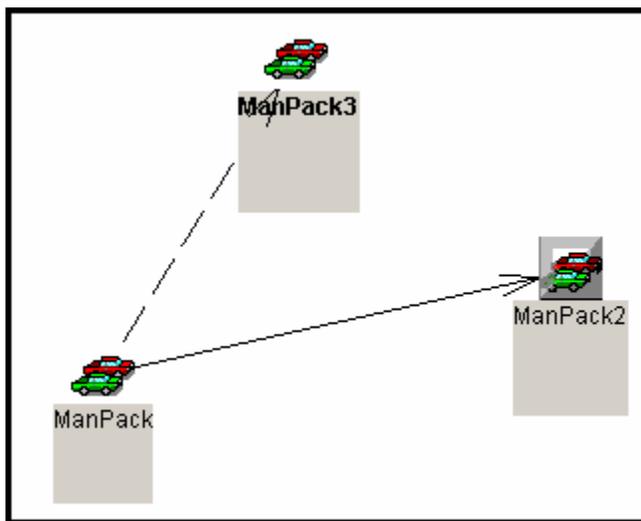


Step 7. Click the **Stations Palette** button again.

Step 8. Click the **Create New Links** button to switch to Link mode.



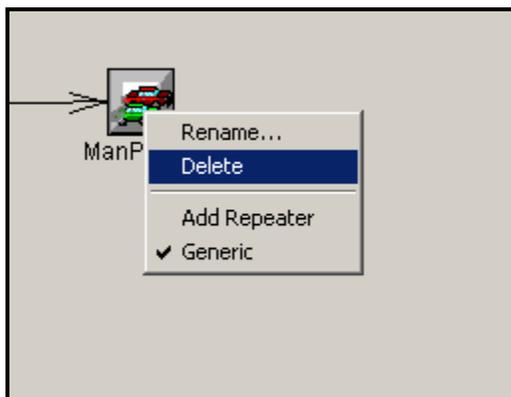
Step 9. Click on the **ManPack** icon, and then click on the **ManPack3** icon. A link from the ManPack station to the ManPack3 station will be drawn, as shown below.



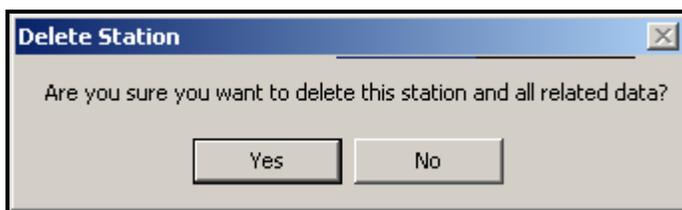
Step 10. Click on the **ManPack3** icon, and then click on the **ManPack** icon. A link from the ManPack3 station to the ManPack station will be drawn (i.e., the link will be drawn with arrows at both ends of the link).

Step 11. Click the **Creart New Links** button again to turn the link mode off.

Step 12. **Right-click** on the **ManPack2** icon and then select **Delete**.

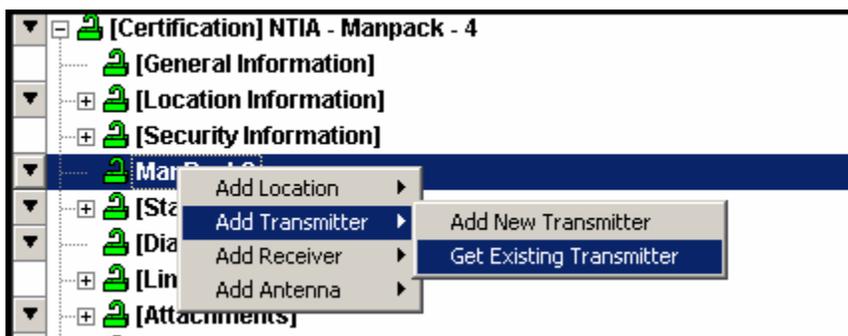


The following confirmation **Delete Station** window is displayed.



Step 13. **Click Yes**. The **Station** and associated **Link** are deleted.

Step 14. **Right-click** on **[Station] Manpack3 | Add Transmitter | Get Existing Transmitter**.

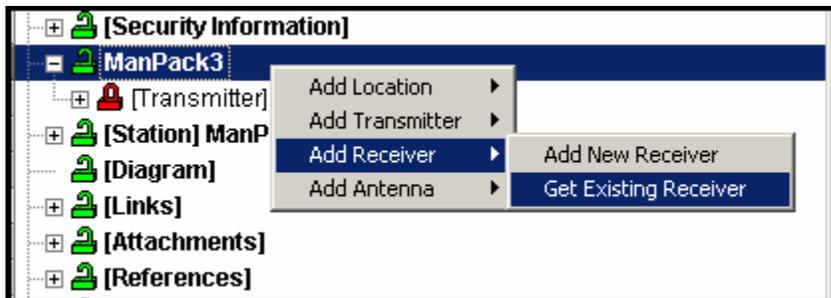


The **Pick Existing Transmitter** window is displayed.

Step 15. **Highlight Manpack TX** and then **click OK**.

Classification	Nomenclature	Approval Status	Timestamp	Coordination ID	Manufacturer
UNCLASSIFIED	JWN Base Transmitter	Approved	8/15/2003 1:44:30 PM	J/F 12	
UNCLASSIFIED	JWN Mobile Transmitter	Approved	8/15/2003 1:49:17 PM	J/F 12	
UNCLASSIFIED	JWN Portable Transmitter	Approved	8/15/2003 1:58:11 PM	J/F 12	
UNCLASSIFIED	Manpack TX	Approved	6/16/2003 9:39:13 AM	J/F 12	Relm Commun
UNCLASSIFIED	MASTR III REPEATER	Approved	9/16/2002 12:26:37 PM	J/F 12	ERICSSON, L.M
UNCLASSIFIED	Model T 5365 Quantar Base Tx	Approved	8/21/2003 10:44:22 AM	J/F 12	MOTOROLA CO
UNCLASSIFIED	Model XTS 5000 Quantar Portable Tx	Approved	8/15/2003 10:58:42 AM	J/F 12	MOTOROLA CO
UNCLASSIFIED	M-RK PORTABLE	Approved	9/16/2002 12:48:35 PM	J/F 12	ERICSSON, L.M
UNCLASSIFIED	ORION MOBILE	Approved	9/16/2002 12:32:45 PM	J/F 12	ERICSSON, L.M
UNCLASSIFIED	Walk & Talk Tx	Unapproved	12/23/2003 2:25:54 PM	J/F 12	RELM COMMUN

Step 16. Right-click on [Station] ManPack3 | Add Receiver | Get Existing Receiver.

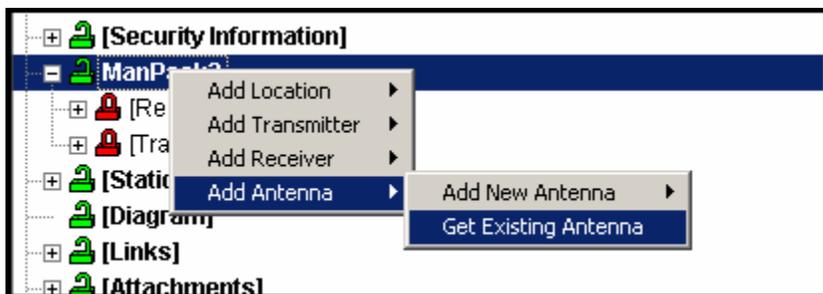


The Pick Existing Receiver window is displayed.

Classification	Nomenclature	Approval Status	Timestamp	Coordination ID	Manufacturer
UNCLASSIFIED	JWN Base Receiver	Approved	6/4/2003 3:45:09 PM	J/F 12	
UNCLASSIFIED	JWN Mobile Receiver	Approved	6/4/2003 3:45:08 PM	J/F 12	
UNCLASSIFIED	JWN Portable Receiver	Approved	6/4/2003 3:45:07 PM	J/F 12	
UNCLASSIFIED	Manpack RX	Approved	6/16/2003 9:39:05 AM	J/F 12	Relm Com
UNCLASSIFIED	MASTR III REPEATER	Approved	8/5/2003 2:05:01 PM	J/F 12	ERICSSON
UNCLASSIFIED	Model T 5365 Quantar Receiver	Approved	8/11/2003 4:35:05 PM	J/F 12	MOTOROL
UNCLASSIFIED	Moto. Portable UHF Receiver	Approved	6/6/2003 1:29:47 PM	J/F 12	MOTOROL
UNCLASSIFIED	Moto. Portable VHF Receiver	Approved	6/6/2003 1:14:43 PM	J/F 12	MOTOROL
UNCLASSIFIED	M-RK PORTABLE	Approved	8/5/2003 2:14:39 PM	J/F 12	ERICSSON
UNCLASSIFIED	ORION MOBILE	Approved	8/5/2003 2:11:38 PM	J/F 12	ERICSSON
UNCLASSIFIED	Walk & Talk Receiver	Unapproved	12/23/2003 5:25:28 PM	J/F 12	RELM COM

Step 17. Highlight Manpack RX and then click **OK**.

Step 18. Right-click on the [Station] ManPack3 | Add Antenna | Get Existing Antenna.

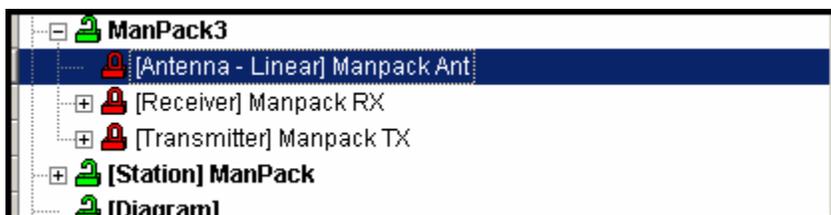


The **Pick Existing Antenna** window is displayed.

Classification	Nomenclature	Approval Status	Timestamp	Coordin
UNCLASSIFIED	EDACS Generic Base	Approved	8/5/2003 2:00:31 PM	J/F 12
UNCLASSIFIED	EDACS Generic Mobile	Approved	8/5/2003 2:08:03 PM	J/F 12
UNCLASSIFIED	EDACS Generic Portable	Approved	8/5/2003 2:12:08 PM	J/F 12
UNCLASSIFIED	JWN Base UHF Antenna	Approved	6/4/2003 3:45:13 PM	J/F 12
UNCLASSIFIED	JWN Base VHF Antenna	Approved	6/4/2003 3:45:14 PM	J/F 12
UNCLASSIFIED	JWN Mobile UHF Antenna	Approved	6/4/2003 3:45:11 PM	J/F 12
UNCLASSIFIED	JWN Mobile VHF Antenna	Approved	6/4/2003 3:45:12 PM	J/F 12
UNCLASSIFIED	JWN Portable Antenna	Approved	6/4/2003 3:45:10 PM	J/F 12
UNCLASSIFIED	Manpack Ant	Approved	6/16/2003 9:38:58 AM	J/F 12
UNCLASSIFIED	Moto. Quantar Base UHF Antenna	Approved	6/6/2003 2:38:28 PM	J/F 12
UNCLASSIFIED	Moto. Quantar Base VHF Antenna	Approved	6/6/2003 12:35:17 PM	J/F 12
UNCLASSIFIED	Moto. Quantar UHF Portable Antenna	Approved	6/6/2003 12:44:04 PM	J/F 12
UNCLASSIFIED	Moto. Quantar VHF Portable Antenna	Approved	6/6/2003 12:42:10 PM	J/F 12
UNCLASSIFIED	Moto. Quantar Xportable UHF Antenna	Approved	6/6/2003 1:55:44 PM	J/F 12
UNCLASSIFIED	Moto. Quantar Xportable VHF Antenna	Approved	6/6/2003 1:54:17 PM	J/F 12
UNCLASSIFIED	Walk & Talk Ant	Unapproved	12/24/2003 7:34:20 AM	J/F 12

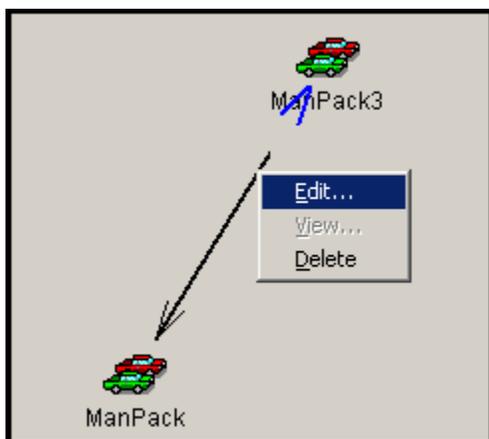
Step 19. Highlight **Manpack Ant**, and then click **OK**.

The equipment has been added to the station ManPack3.

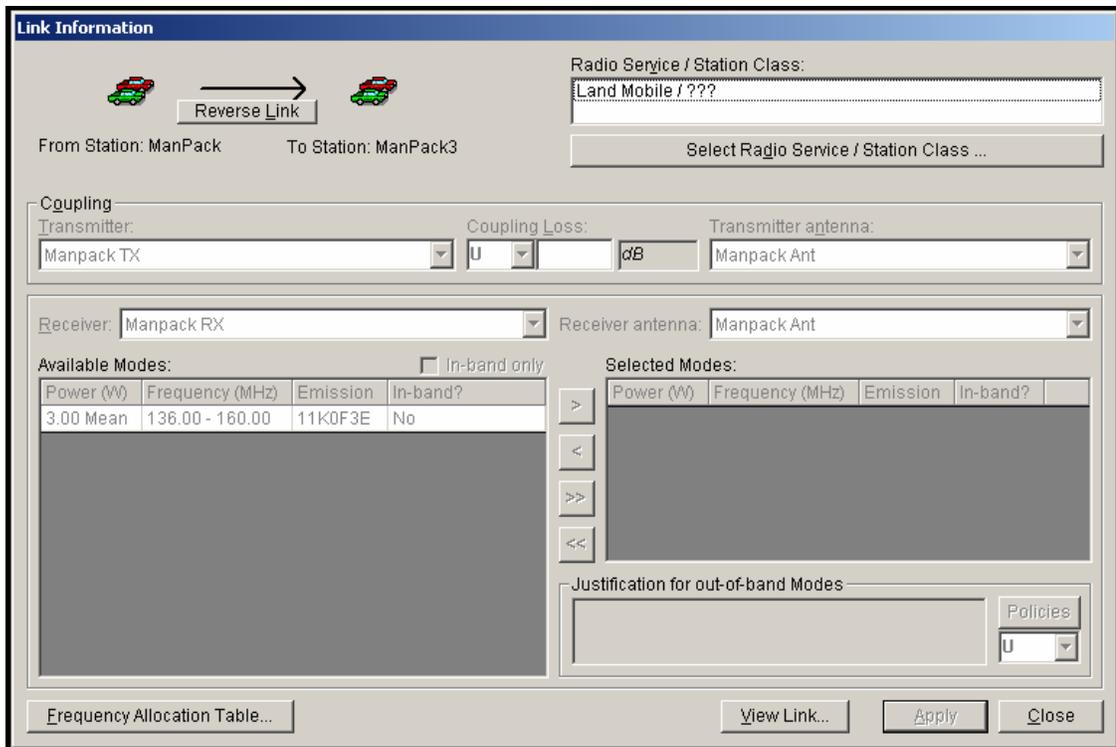


Step 20. Click on the **[Diagram]** node to switch to the diagram mode.

Step 21. Right-click on the **link line and arrow next to the Manpack3** icon and select **Edit**.



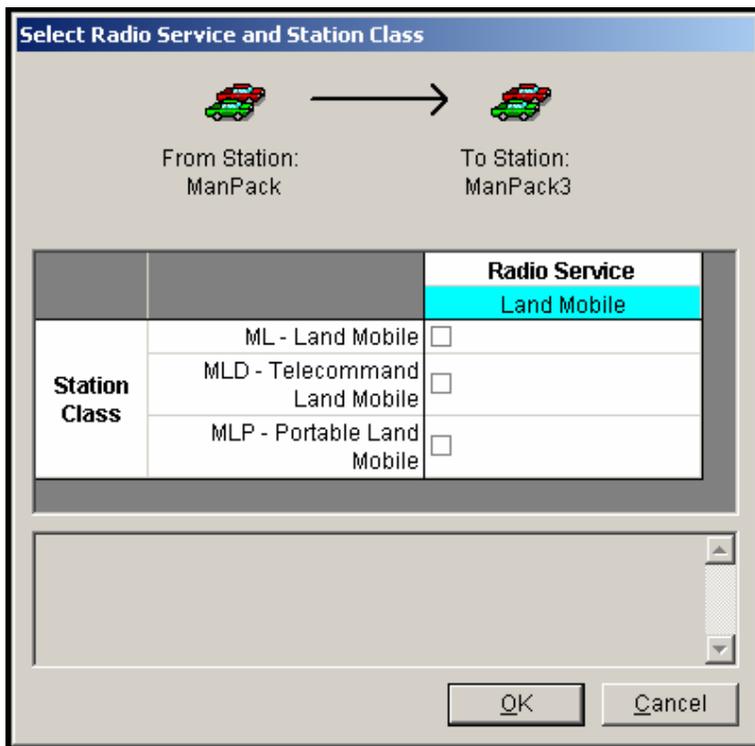
The **Link Information** window is displayed.



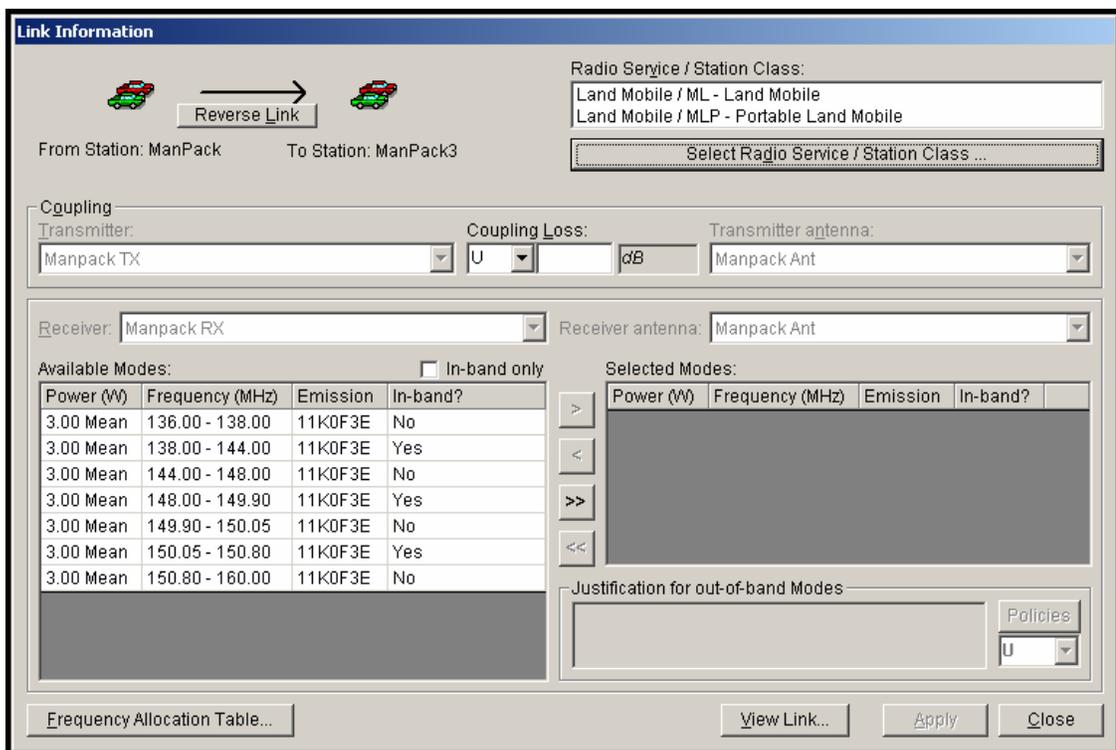
Step 22. Click the **Select Radio Service / Station Class** button.



The **Select Radio Service and Station Class** window is displayed.

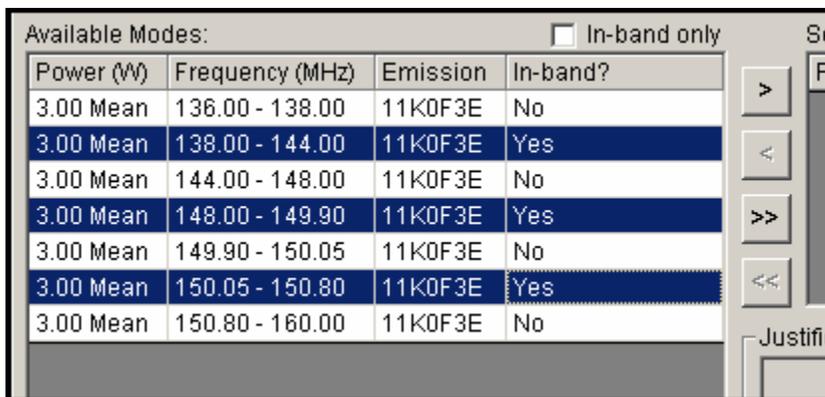


Step 23. Select station class **ML** and **MLP** by **checking the respective check boxes**, and then **click OK**. The **Link Information** window now becomes active.

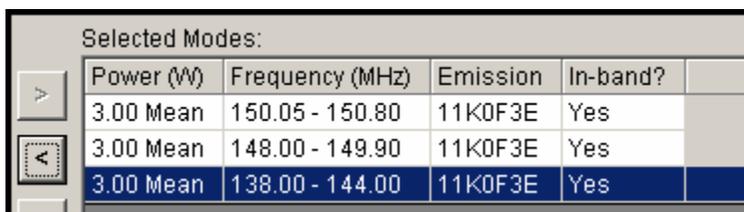


Since we only have one transmitter, receiver, and only one antenna each station all the pick lists are disabled. If you had more than one to choose from you could select from the lists by using the down arrow button beside each field. Notice that you could change the classification and coupling loss fields.

Step 24. Select from the available modes the modes that you want to certify. Hold down the **Ctrl key** and then **click the 3 rows of available mode that have a Yes in the In-band? column**.

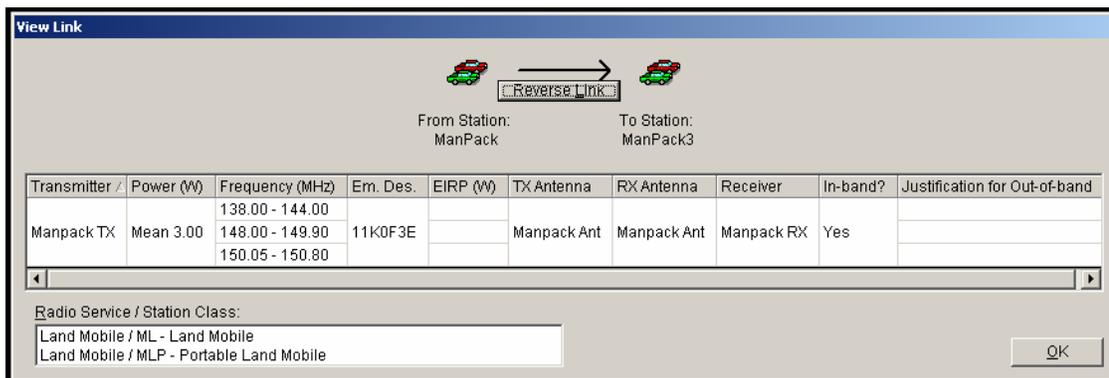


Step 25. **Click** the **right arrow** button to transfer the highlighted mode to the **Selected Modes** list.



Step 26. Click **Apply** to save your choices, and then click **OK** to acknowledge that the changes have been saved.

Step 27. Click the **View Link** button to see the link information that you have saved.

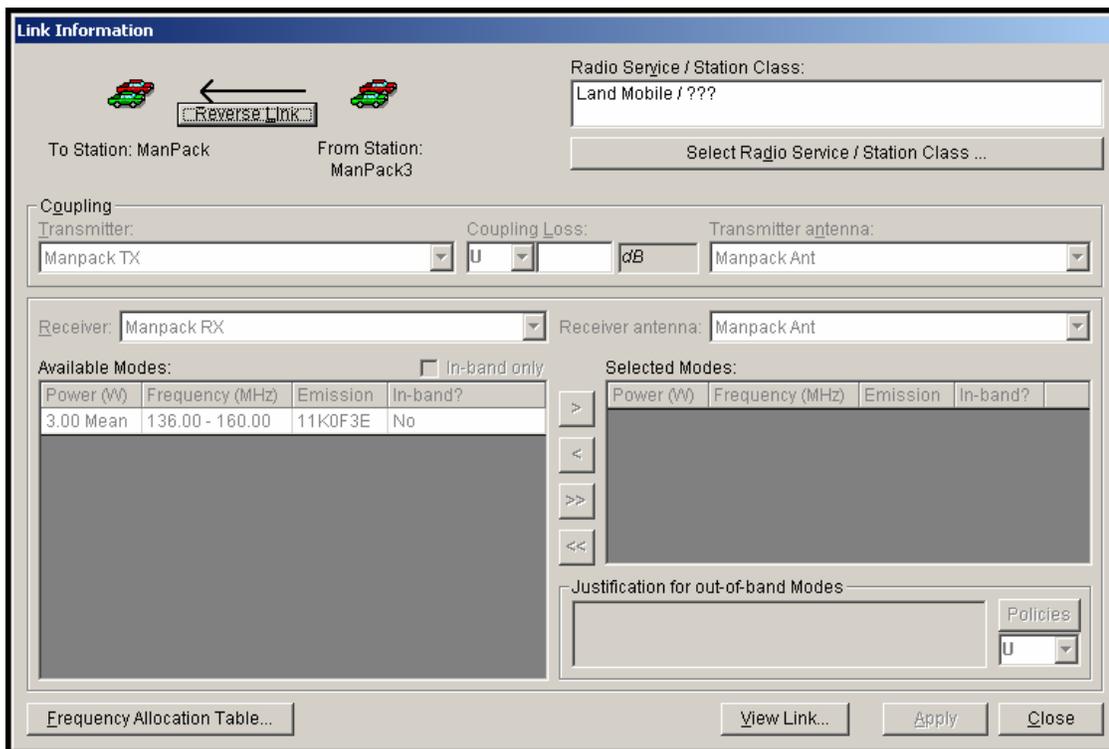


Step 28. Click **OK** to close the window.

Step 29. Click the **Reverse Link** button to edit the reverse link data.



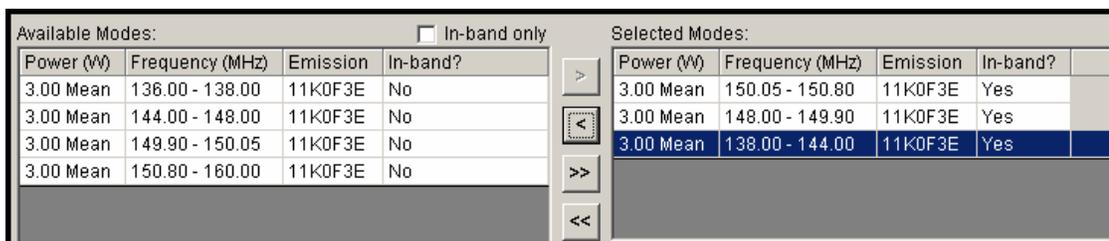
The reverse link information will appear.



Step 30. Click the **Select Radio Service / Station Class** button.

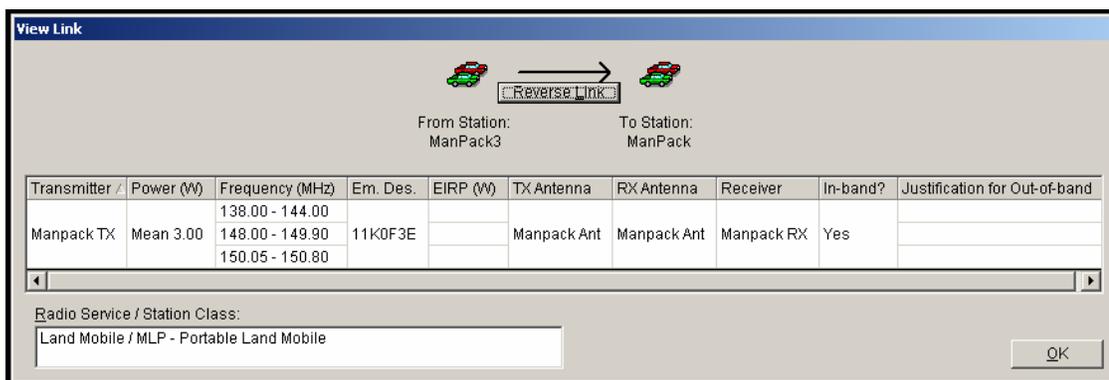
Step 31. On the **Select Radio Service and Station Class** window **select** station classes **ML** and **MLP** and then **click OK**.

Step 32. On the **Link Information** window, **select the 3 available modes with the word Yes in the In-band? column. Move them to the Selected Modes list.**



Step 33. **Click Apply** to save your choices, and then **click OK** to acknowledge that the data has been saved.

Step 34. **Click** the **View Link** button to see the link information that you have saved.



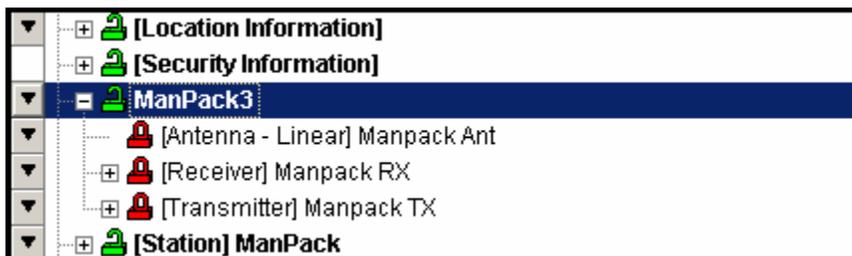
Step 35. **Click OK** to close the **View Link** window.

Step 36. **Click Close** to close the **Link Information** window.

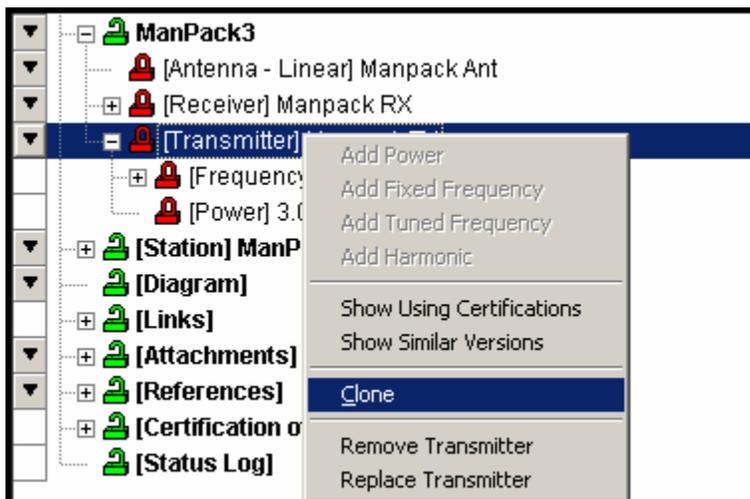
10. Cloning Records

You can clone a Certification, Transmitter, Receiver, Antenna, or Location from the **Tree View** window. You can clone a Certification, Transmitter, Receiver, Antenna, Location, or Compliance Check record from the **Query Results** window.

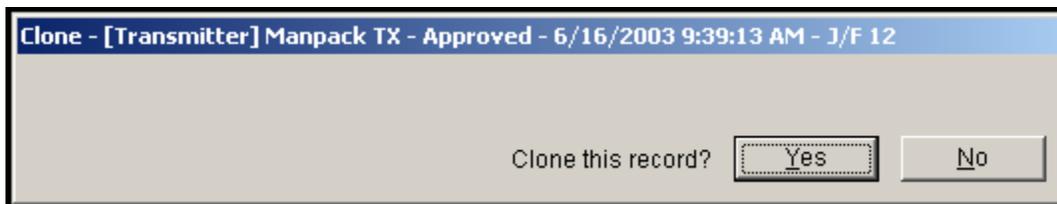
Step 1. Expand the **[Station] ManPack3** node.



Step 2. Click on the **[Transmitter] Manpack TX** node to expand it. Next, right-click the node, and then click on **Clone**.



The following window is displayed.



Step 3. Click **Yes** to clone the record. The cloned transmitter is displayed.

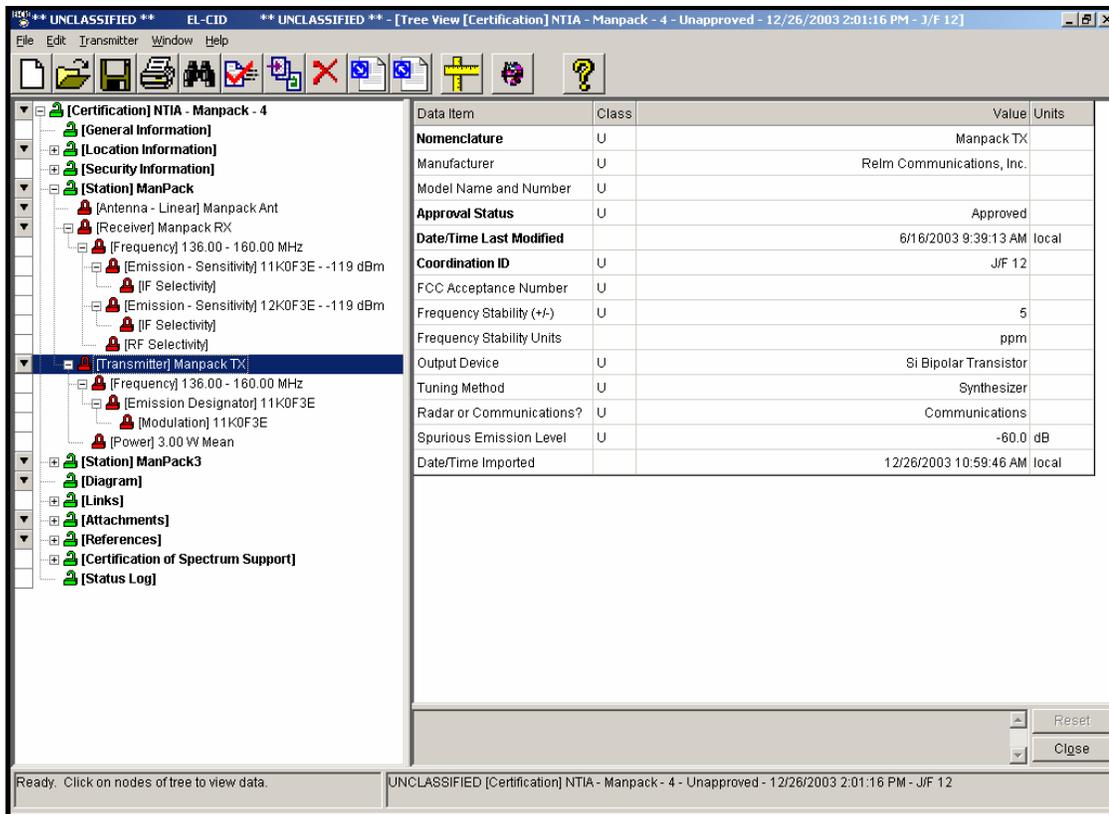
Data Item	Class	Value	Units
Nomenclature	U	Manpack TX	
Manufacturer	U	Relm Communications, Inc.	
Model Name and Number	U		
Approval Status	U	Unapproved	
Date/Time Last Modified		12/26/2003 2:22:19 PM	local
Coordination ID	U	J/F 12	
FCC Acceptance Number	U		
Frequency Stability (+/-)	U	5	
Frequency Stability Units		ppm	
Output Device	U	Si Bipolar Transistor	
Tuning Method	U	Synthesizer	
Radar or Communications?	U	Communications	
Spurious Emission Level	U	-60.0	dB
Date/Time Imported		12/26/2003 10:59:46 AM	local

Tip: When you clone a record you are adding it to the database and not to the active certification.

Step 4. Click on the **Nomenclature** field, and change the name to **Manpack TX Two**.

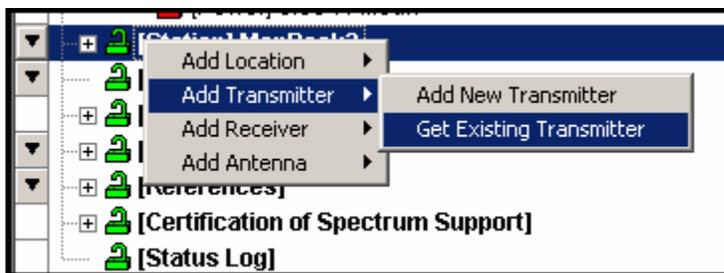
Data Item	Class	Value	Units
Nomenclature	U	Manpack TX Two	
Manufacturer	U	Relm Communications, Inc.	
Model Name and Number	U		
Approval Status	U	Unapproved	
Date/Time Last Modified		12/26/2003 2:22:19 PM	local
Coordination ID	U	J/F 12	
FCC Acceptance Number	U		
Frequency Stability (+/-)	U	5	
Frequency Stability Units		ppm	
Output Device	U	Si Bipolar Transistor	
Tuning Method	U	Synthesizer	
Radar or Communications?	U	Communications	
Spurious Emission Level	U	-60.0	dB
Date/Time Imported		12/26/2003 10:59:46 AM	local

Step 5. Click the **Close** button. The original certification window is displayed.



Now that we have a new transmitter record which was cloned (or copied) from an existing transmitter, we are going to select the new transmitter and make some changes. We are going to add this new transmitter to our ManPack3 station.

Step 6. Right-click on the **[Station] ManPack3 | Add Transmitter | Get Existing Transmitter**.

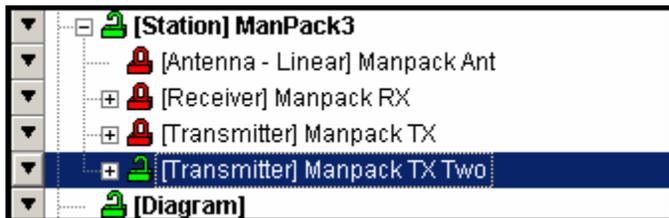


The **Pick Existing Transmitter** window is displayed.

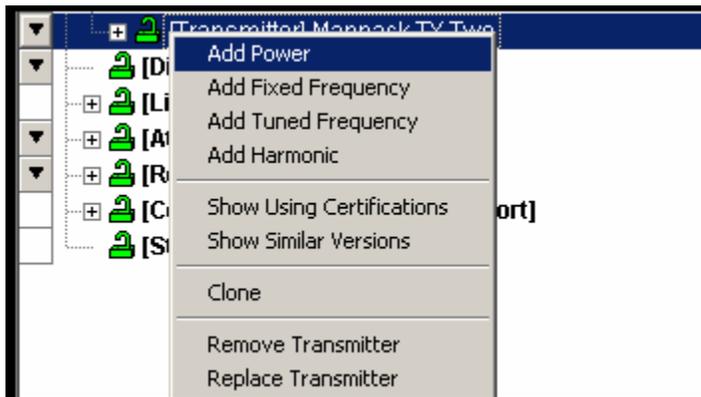
Classification	Nomenclature	Approval Status	Timestamp	Coordination
UNCLASSIFIED	JWN Base Transmitter	Approved	8/15/2003 1:44:30 PM	J/F 12
UNCLASSIFIED	JWN Mobile Transmitter	Approved	8/15/2003 1:49:17 PM	J/F 12
UNCLASSIFIED	JWN Portable Transmitter	Approved	8/15/2003 1:58:11 PM	J/F 12
UNCLASSIFIED	Manpack TX Two	Unapproved	12/26/2003 2:27:58 PM	J/F 12
UNCLASSIFIED	MASTR III REPEATER	Approved	9/16/2002 12:26:37 PM	J/F 12
UNCLASSIFIED	Model T 5365 Quantar Base Tx	Approved	8/21/2003 10:44:22 AM	J/F 12
UNCLASSIFIED	Model XTS 5000 Quantar Portable Tx	Approved	8/15/2003 10:58:42 AM	J/F 12
UNCLASSIFIED	M-RK PORTABLE	Approved	9/16/2002 12:48:35 PM	J/F 12
UNCLASSIFIED	ORION MOBILE	Approved	9/16/2002 12:32:45 PM	J/F 12
UNCLASSIFIED	Walk & Talk Tx	Unapproved	12/23/2003 2:25:54 PM	J/F 12

Step 7. Highlight **Manpack TX Two** and then **click OK**.

The **Manpack TX Two** transmitter is added to your certification for the **Station ManPack3**.



Step 8. Now we are going to edit the new transmitter. **Right-click** on **[Transmitter] Manpack TX Two** and **select Add Power**.



The **Power** window is displayed.

Data Item	Class	Value	Units
Power Type			
Power	U		W

Step 9. Enter the following data.

Field	Value
Power Type	Mean
Power	5

Step 10. **Click** on the **[Transmitter] Manpack TX Two** node to save the data.

Step 11. **Click Close** to close the current certification application.

11. Opening and Viewing an Approved Certification Record

Approved records can be opened but they cannot be changed.

Step 1. Click the **Open** button.

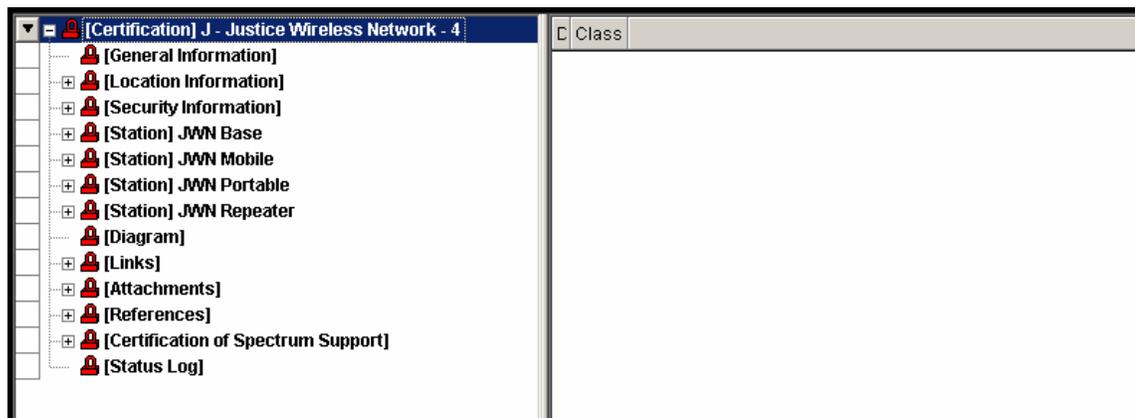


The **Pick Existing Certification** window is displayed.

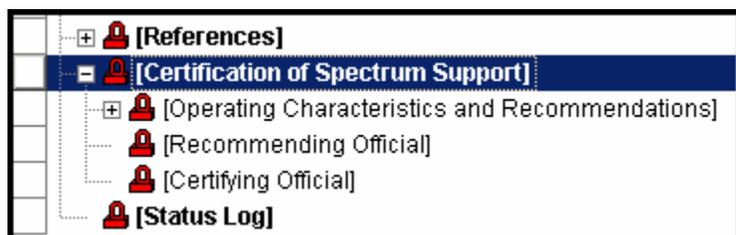
Step 2. Highlight **Justice Wireless Network**, and then click **OK**.

Pick Existing Certification					
Classification	Agency	System Name	Stage	Approval Status	Timestamp
UNCLASSIFIED	AF	Ericsson EDACS NB LMR System	4 - Operational	Approved	8/15/2003 4:00:58 PM
UNCLASSIFIED	AR	Walk & Talk	4 - Operational	Unapproved	12/24/2003 3:01:14 PM
UNCLASSIFIED	J	Justice Wireless Network	4 - Operational	Approved	8/15/2003 2:14:52 PM
UNCLASSIFIED	N	Navy Motorola Quantar Trunked Sys.	4 - Operational	Approved	8/21/2003 11:19:13 AM
UNCLASSIFIED	NTIA	Ericsson EDACS NB Trunk Template	4 - Operational	Approved	8/16/2003 2:12:15 PM
UNCLASSIFIED	NTIA	Manpack	4 - Operational	Unapproved	12/26/2003 2:47:39 PM
UNCLASSIFIED	NTIA	Motorola Quantar Trunk Template	4 - Operational	Approved	8/21/2003 11:07:16 AM
UNCLASSIFIED	NTIA	Wireless Network Trunk Template	4 - Operational	Approved	8/16/2003 2:13:10 PM

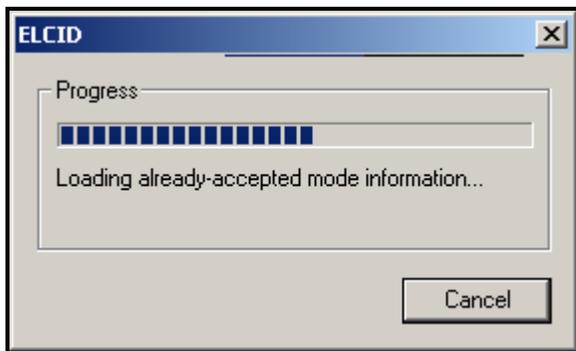
The approved certification is displayed.



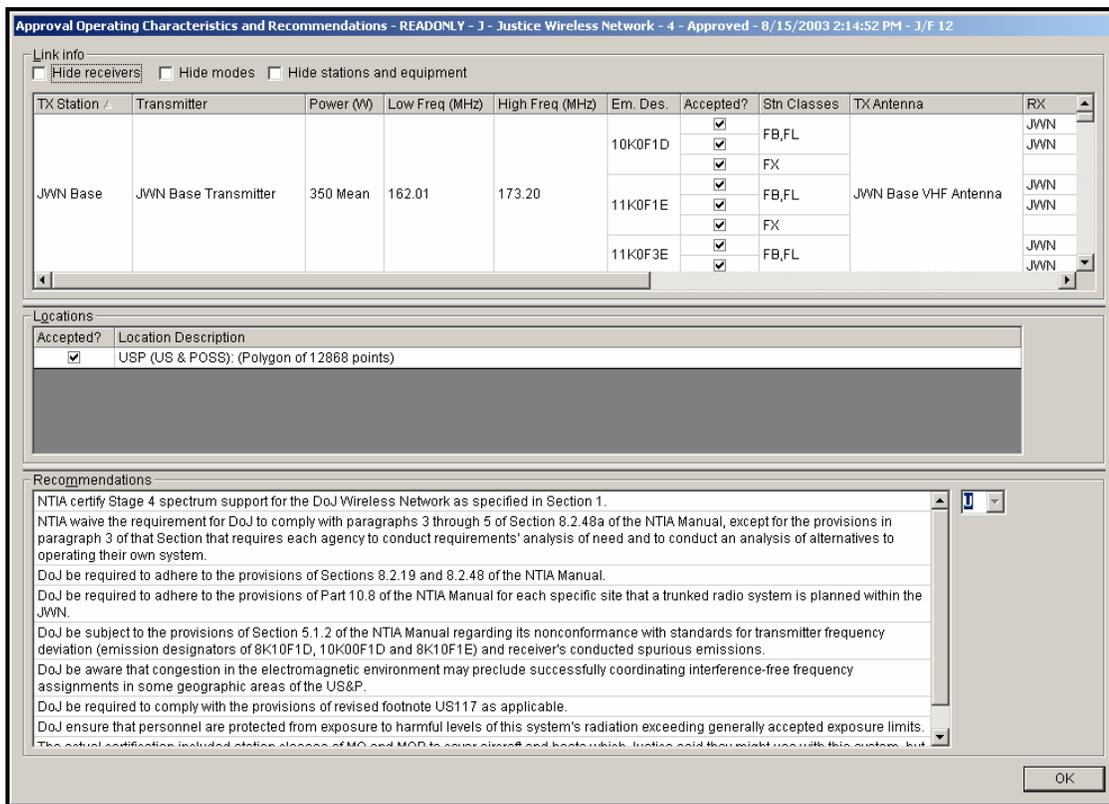
Step 3. Highlight the **[Certification of Spectrum Support]** node. Expand this node by clicking the **+** button on the node.



Step 4. Click on the **Operating Characteristics and Recommendations** node. The progress window is displayed.



The **Approval Operating Characteristics and Recommendations** window is displayed.



Step 5. Click **OK** to close the screen.

Step 6. Expand the **Attachments** node using the **+** button, and then click on **Attachment] SPS-12388-2 JWN Cert.pdf**. The **Attachment** window is displayed.

Data Item	Class	Value	Units
Attachment	U	SPS-12388-2 JWN Cert.pdf	
SPS Docket Number	U	12388/2	

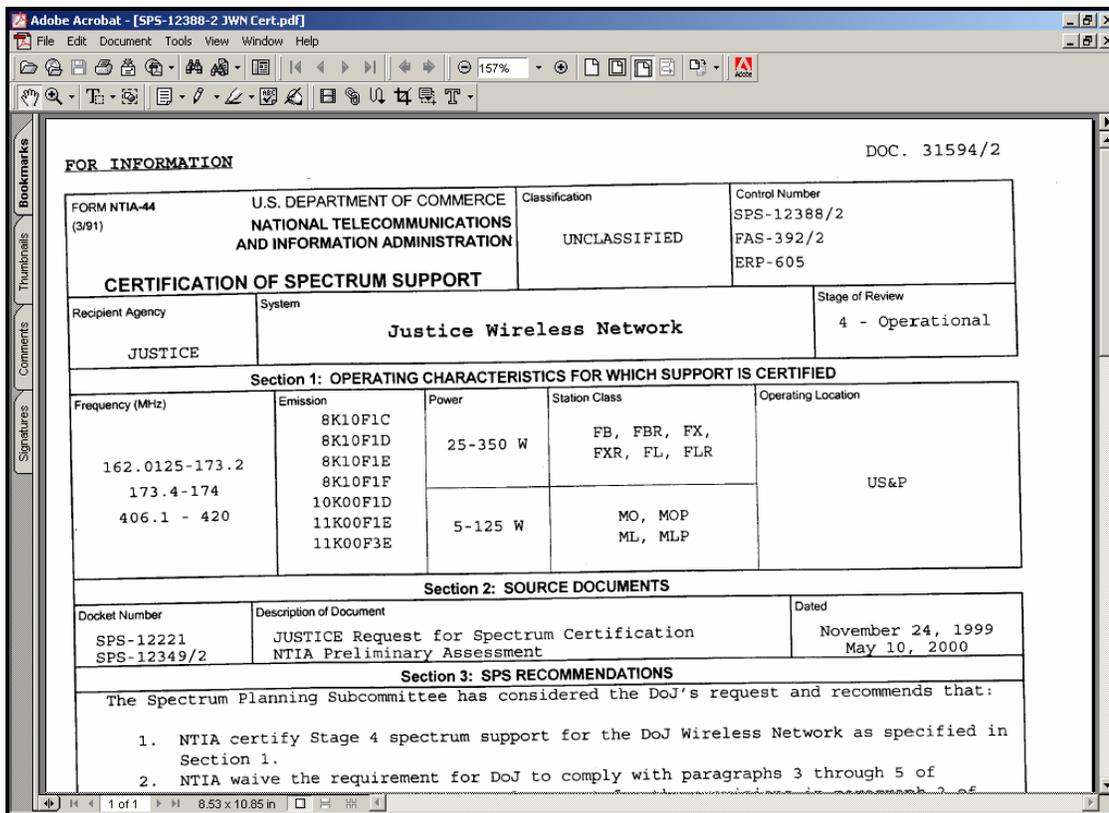
Step 7. Click in the Attachment Value column.

Data Item	Class		Value	Units
Attachment	U	 SPS-12388-2 JWN Cert.pdf	...	
SPS Docket Number	U		12388/2	

Step 8. Click the Format button for the PDF format.



The original certification is displayed in Adobe Acrobat format.



FOR INFORMATION DOC. 31594/2

FORM NTIA-44 (3/91)	U.S. DEPARTMENT OF COMMERCE NATIONAL TELECOMMUNICATIONS AND INFORMATION ADMINISTRATION	Classification UNCLASSIFIED	Control Number SPS-12388/2 FAS-392/2 ERP-605
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CERTIFICATION OF SPECTRUM SUPPORT

Recipient Agency JUSTICE	System Justice Wireless Network	Stage of Review 4 - Operational
------------------------------------	---	------------------------------------

Section 1: OPERATING CHARACTERISTICS FOR WHICH SUPPORT IS CERTIFIED

Frequency (Mhz)	Emission	Power	Station Class	Operating Location
162.0125-173.2	8K10F1C 8K10F1D 8K10F1E 8K10F1F	25-350 W	FB, FBR, FX, FXR, FL, FLR	US&P
173.4-174	10K00F1D 11K00F1E 11K00F3E	5-125 W	MO, MOP ML, MLP	
406.1 - 420				

Section 2: SOURCE DOCUMENTS

Docket Number SPS-12221 SPS-12349/2	Description of Document JUSTICE Request for Spectrum Certification NTIA Preliminary Assessment	Dated November 24, 1999 May 10, 2000
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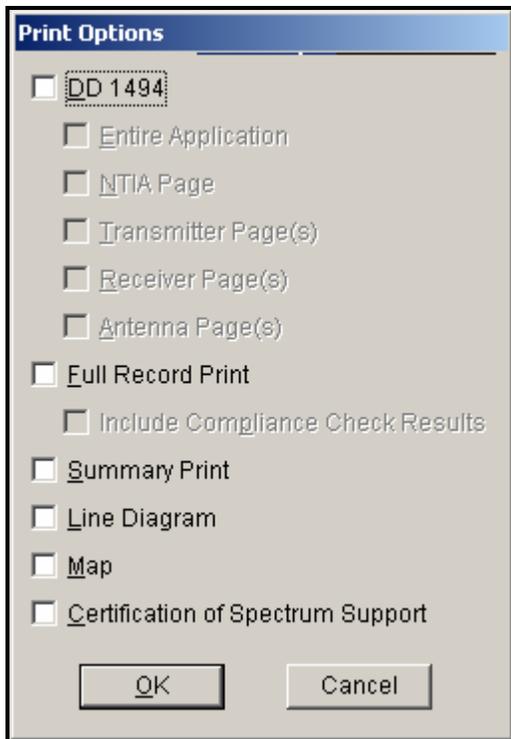
Section 3: SPS RECOMMENDATIONS

The Spectrum Planning Subcommittee has considered the DoJ's request and recommends that:

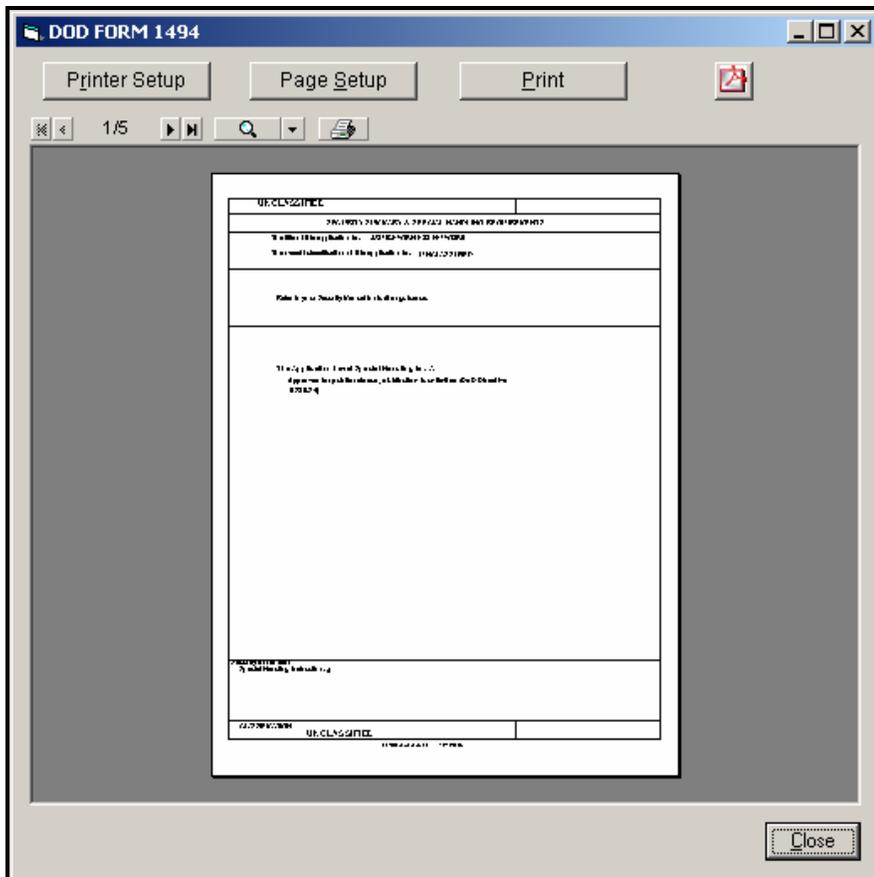
1. NTIA certify Stage 4 spectrum support for the DoJ Wireless Network as specified in Section 1.
2. NTIA waive the requirement for DoJ to comply with paragraphs 3 through 5 of

Step 9. Close the Adobe window by clicking the X in the top right-corner of the screen.

Step 10. Click the **Print** button. The **Print Options** window is displayed.



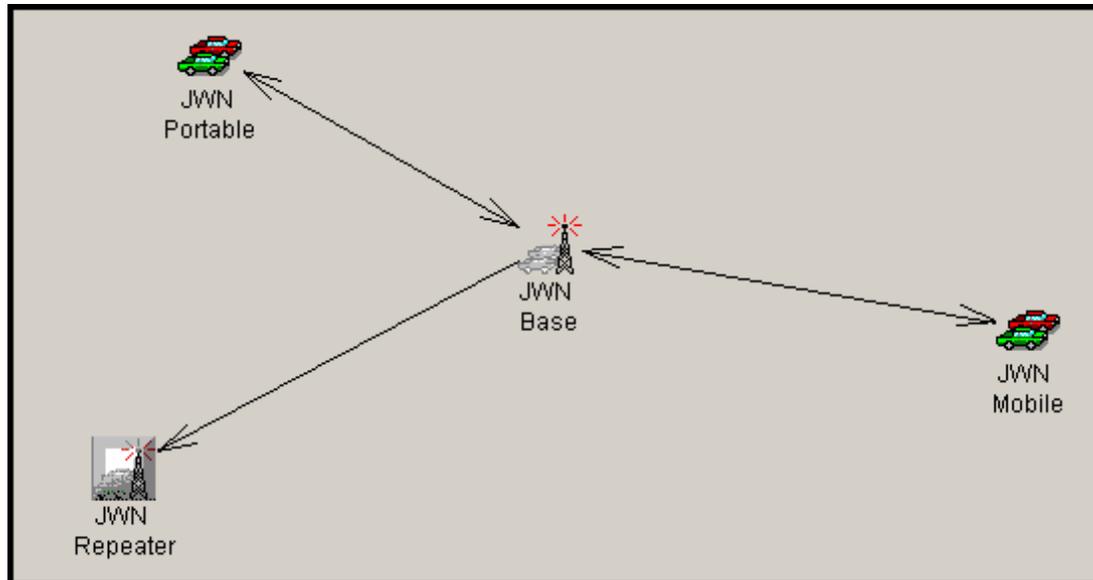
Step 11. Check **Certification of Spectrum Support** and then click **OK**. The print preview window is displayed showing the cover page.



Step 12. Click  to go to the next few pages. You can also use the **zoom** button to make the size such that you can read the data.

Step 13. To close the print preview, click **Close**.

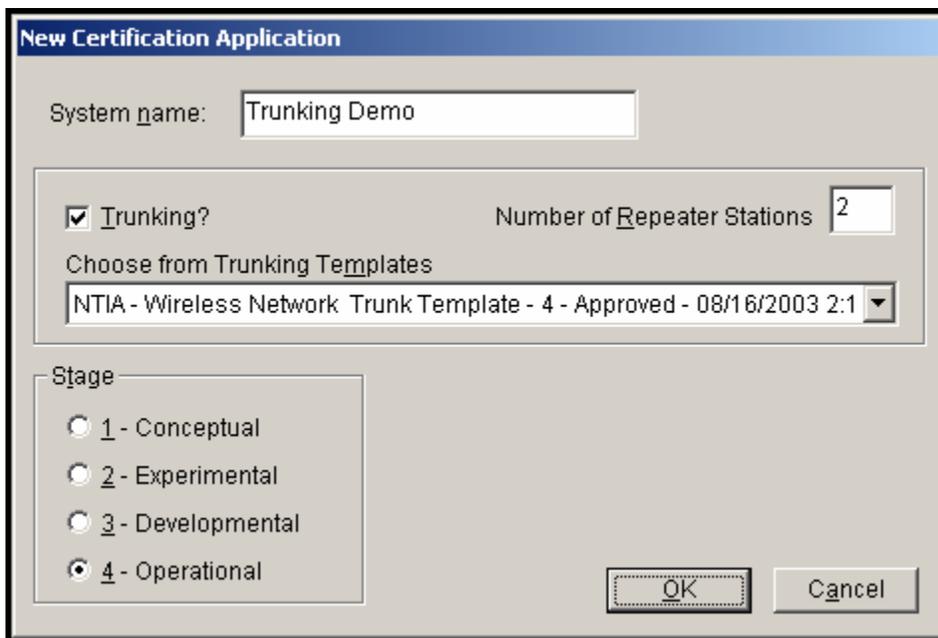
Step 14. To see the links and stations on the graphical display, **click** on the **[Diagram]** node.



Step 15. Click **Close** to close this certification.

12. Creating a Trunking System Certification Using a Template

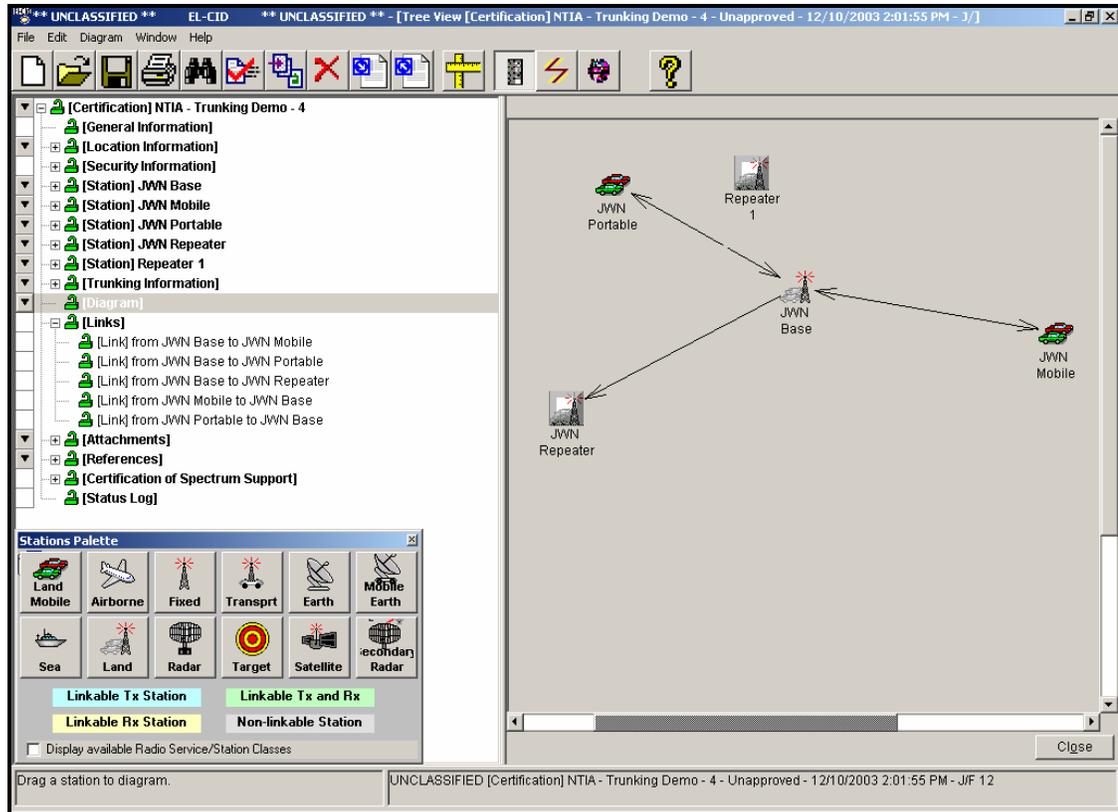
Step 1. Click the **Create New Certification** button  on the tool bar. The **New Certification Application** window is displayed,



Step 2. **Enter the data** shown in the screen above and listed in the table below and then click **OK**.

Field	Value
System Name	Trunking Demo
Trunking	Checked
Number of Repeater Stations	2
Choose from Trunking Templates	NTIA-Wireless Network Trunk Template - 4
Stage	4- Operational

The **Tree View** window is displayed with the template filled.



Step 3. Click the **Station Palette** button to close the **Station Palette** window.



Step 4. To see all the different transmitter, receivers, and antenna data, **Expand each node** using the **+** button.

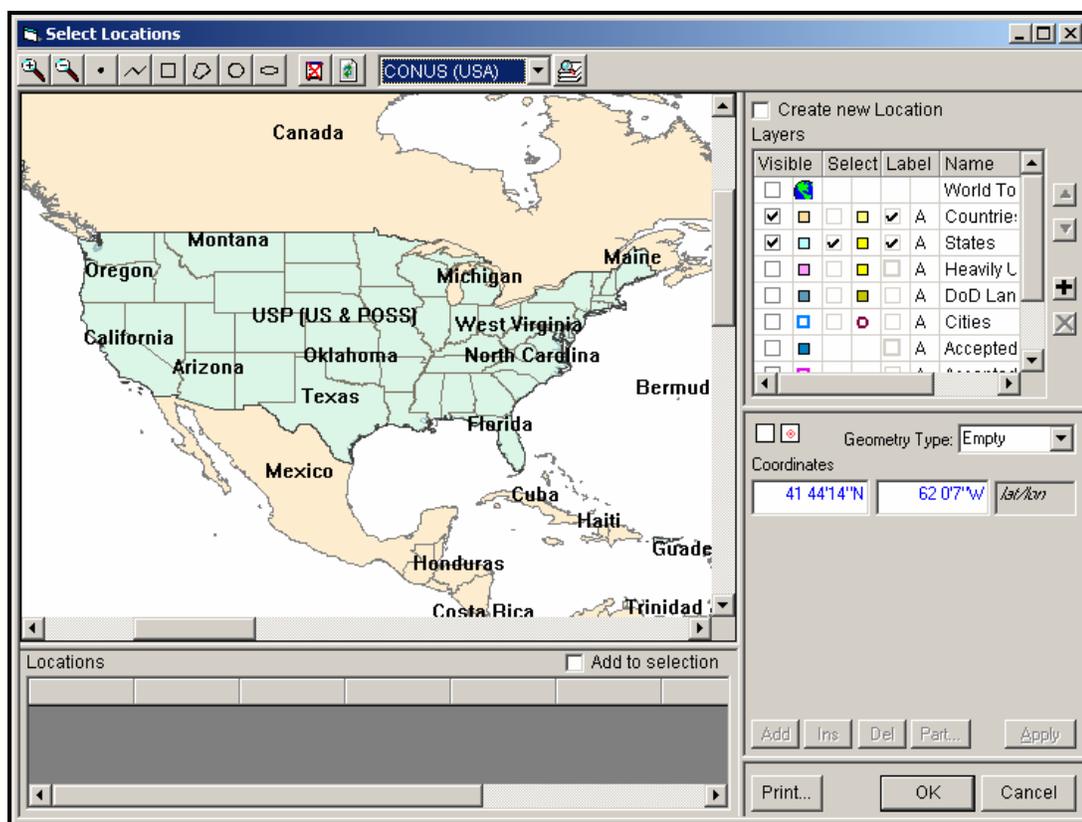
13. Adding Locations from the Map

If you want to add a location to your certification record but do not know the detailed information, you may be able to find the location by using the Map to find the desired location. If it is a city already in the database, follow the steps below to select the city and add its location data to your certification.

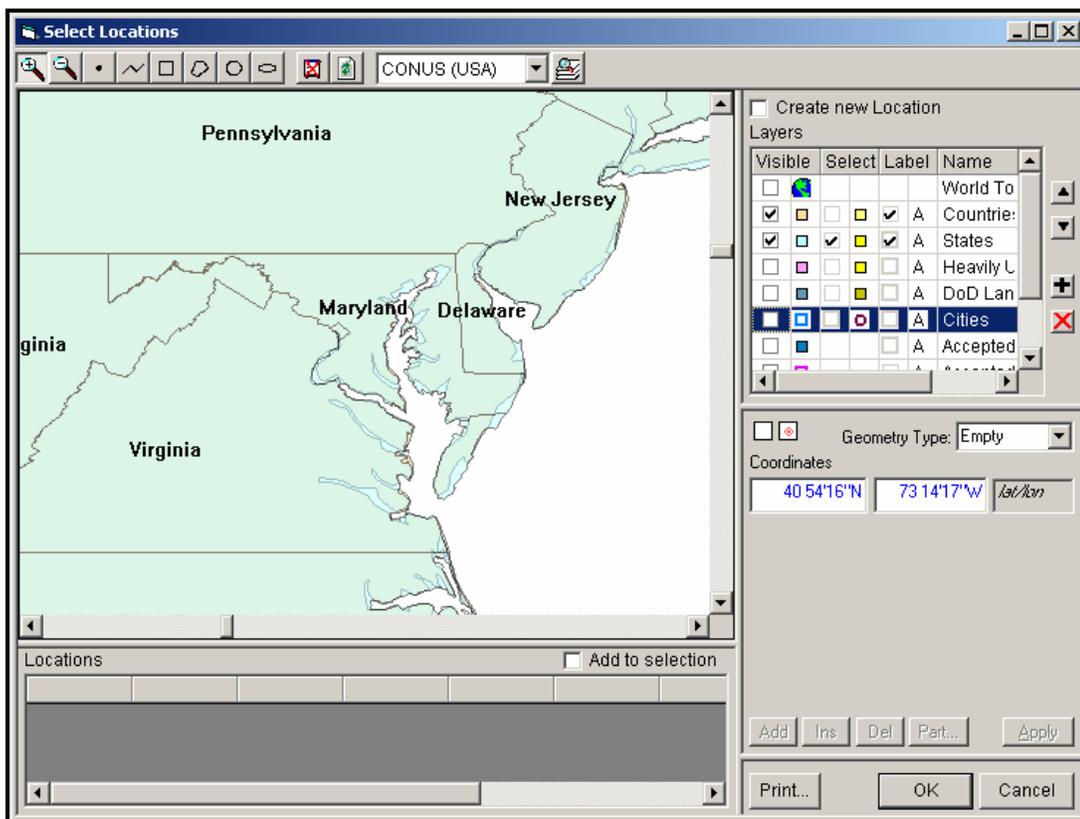
Step 1. Right-click [Station] JWN Repeater and then click Add Location Add From Map.



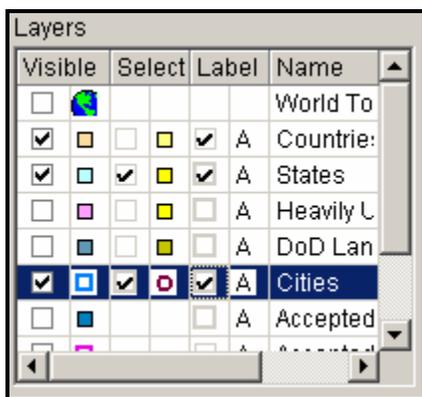
The Select Locations window is displayed.



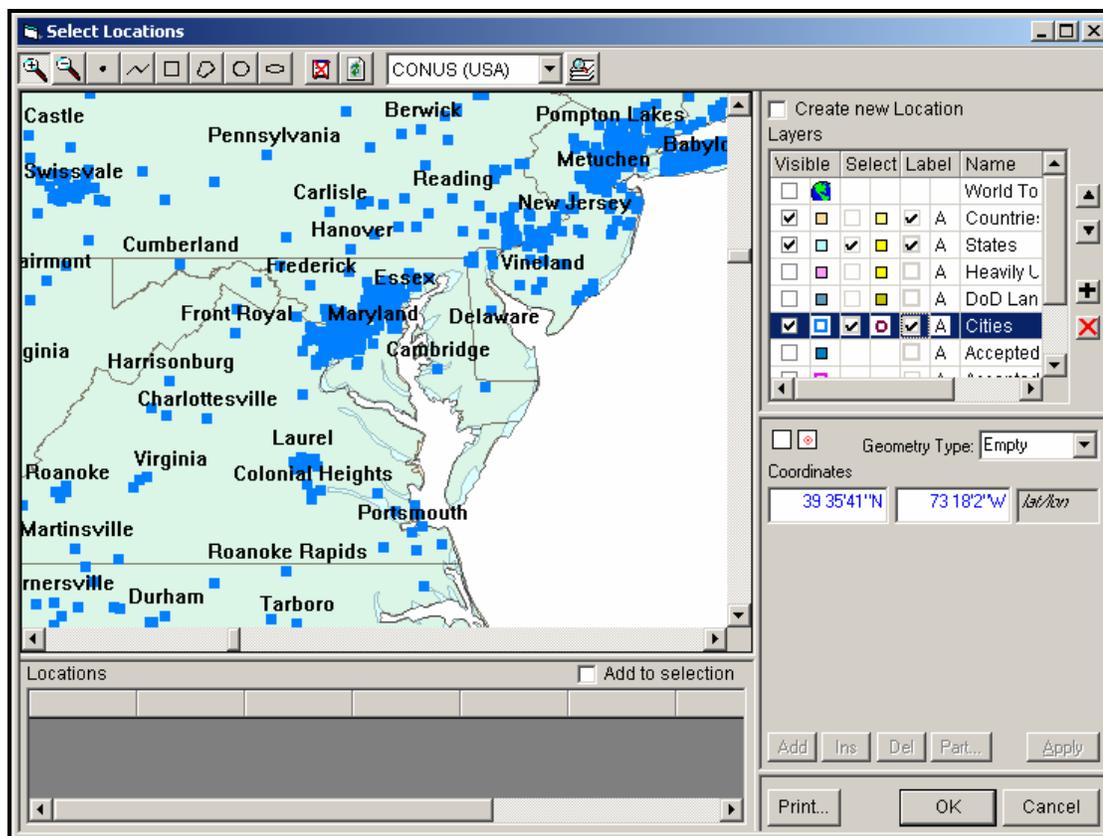
Step 2. Click on the **Magnify** button  and then click in the **Maryland region** several times. You will zoom in on the Maryland area.



Step 3. **Highlight** the **Cities** Name in the **Layers** window. Click the check boxes for **Visible**, **Select**, and **Label**.

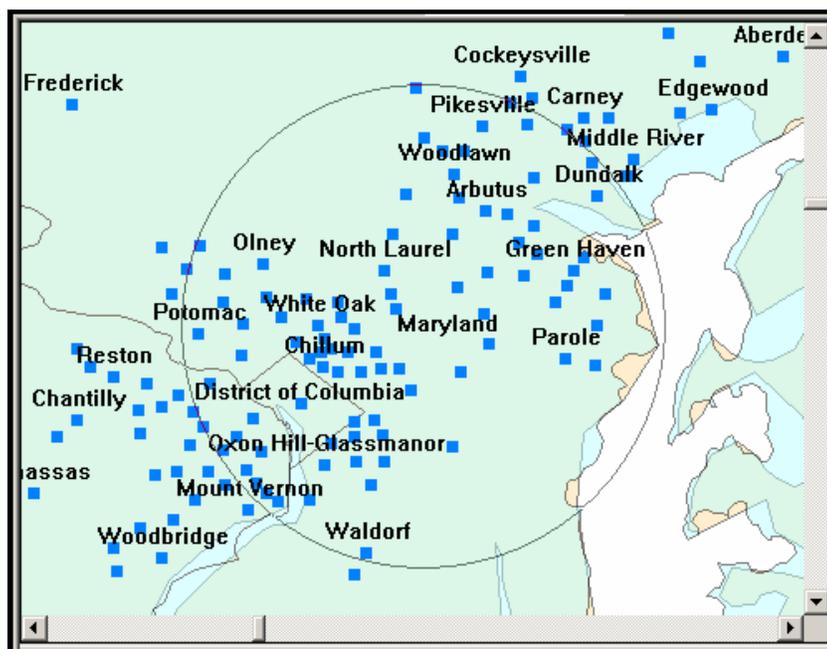


The **Select Locations** window will be displayed as shown below.

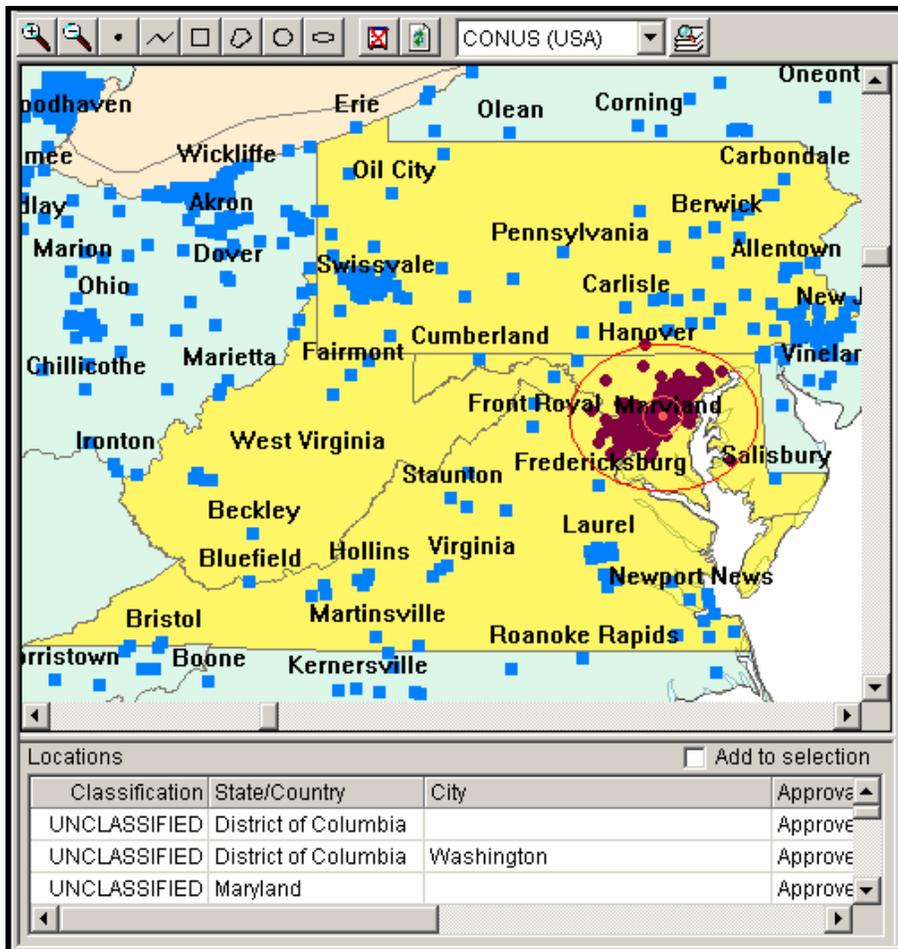


Step 4. **Zoom in** on the word **Maryland** several times.

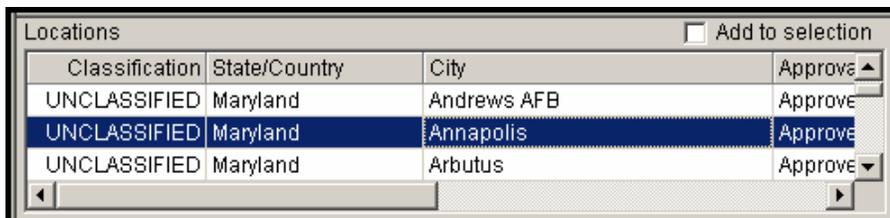
Step 5. Click the **Circle**  button. **Place the cursor over the "a" in Maryland and draw the mouse while holding down the left mouse button to create a small circle. Release the mouse button.** Make sure the circle is big enough to circle Annapolis, MD.



The **Select Locations** window displays the selections



Step 6. Highlight **Maryland | Annapolis** in the location box and then click **OK**.



The Annapolis, MD location information is added to your repeater record.

Data Item	Class	Value	Units
Approval Status	U	Approved	
State, Country, or Location Name Part 1	U	Maryland	
City or Location Name Part 2	U	Annapolis	
Date/Time Last Modified		5/23/2003 10:08:12 AM	local
+ Location Type	U	Single Point	
Geographic Coordinates	U	385818N0763010W	lat/lon
Map Layer		Cities	
Date/Time Imported		5/23/2003 11:27:47 AM	local

Step 7. Click the **Close** button.

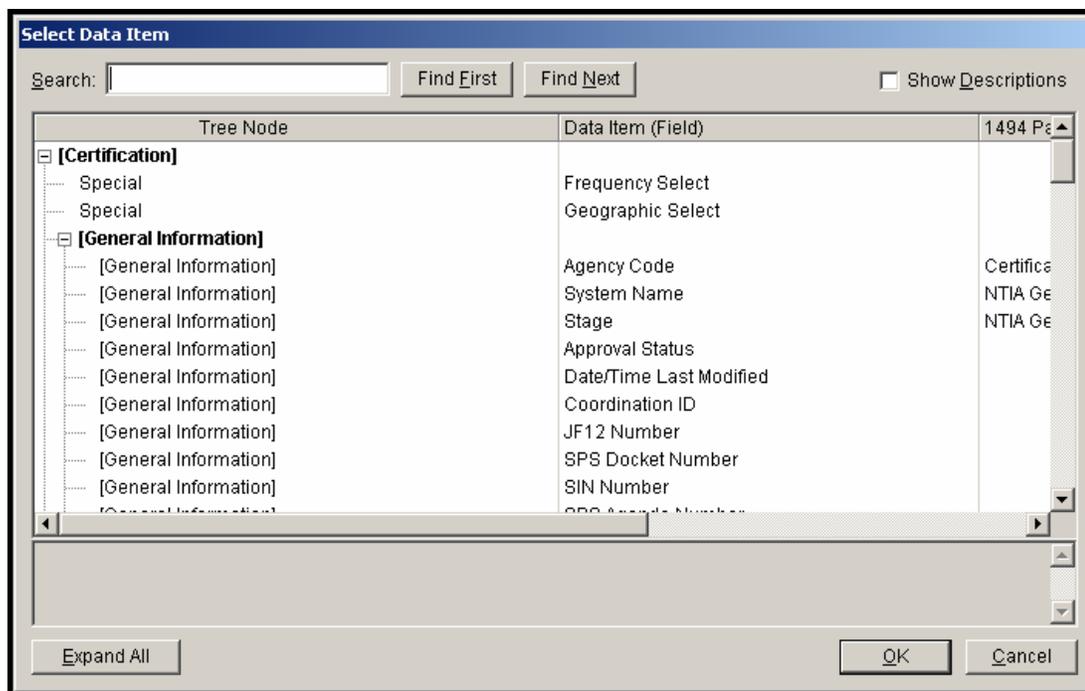
14. Performing Queries

You can select records (Certifications, Equipments, Locations, Policies, Transmitters, Compliance Checks, and etc.) from the database using any of the database fields.

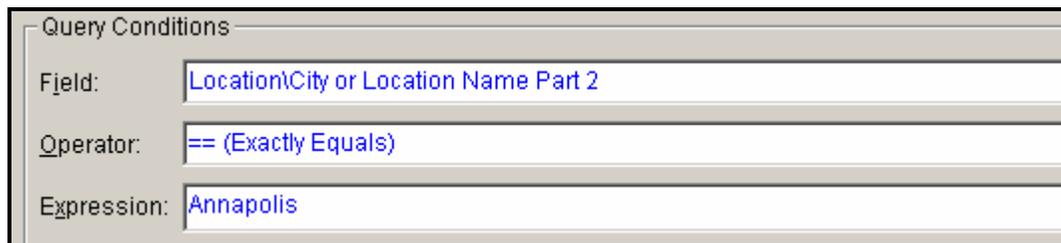
Step 1. Click the **query** button on the tool bar.



The **Query** window opens with the **Select Data Item** Window



On this screen you would select the **Field**, the **Operator**, and the search **Expression** as shown in the screen below.



Step 2. Click **Cancel**. The **Query** window is displayed.

Student Information Sheet

Please print using block letter:

Date: _____ Training Location: _____

Name: _____ Grade/Rank: _____
(Last) (First) (MI)

Organization: _____

Address: _____

City/State/Zip code: _____

E-mail: _____

Telephone: Voice: CML: _____ DSN: _____
 Fax: CML: _____ DSN: _____

STUDENT CRITIQUE SHEET

Dates of Training: From: _____ To: _____

Location of Training: _____

Course Material

Information Received: () Great Help () Some Help () No Help

Technical Value: () About Right () Too Hard () Too Easy

Course Is: () Too Long () Too Short () Long Enough

Course Material: () Outstanding () Adequate () Not Adequate

Course Presentation

Lessons: () Well Presented () Adequate () Poor

Instructor's Presentation: () Easy to Follow () Difficult to Follow

Instructor's Presentation: () Easy to Understand () Difficult to Understand

Instructors: () Time to Ask Questions () No Time to Ask Questions

Practice: () Too Much () About Right () Not Enough

Value of Training Aids

Training Aids: () Very Good () Good () Fair () Poor

Opinion

Opinion Overall: () Very Good () Good () Fair () Poor

Remarks/Recommendations:

Name & Grade: _____

Job Title: _____

Unit/Organization: _____

Appendix A - Quick Reference Guide

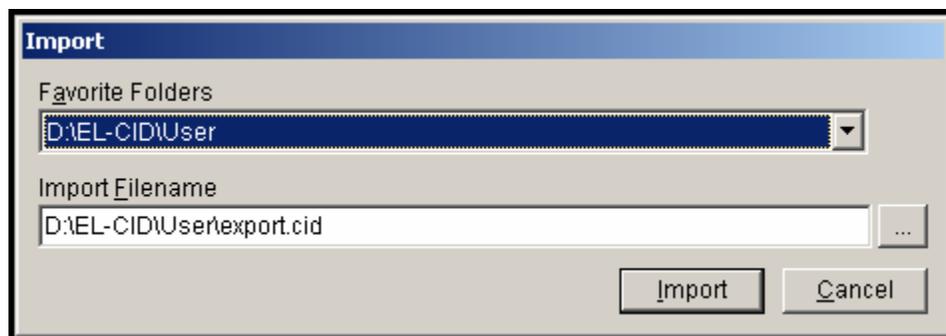
Appendix B - Importing the Justice-Wireless-Network Updated Certification Application and Wireless Network Trunk Template

The following steps will illustrate how to perform the import of the updated Justice-Wireless-Network Certification Application, and the Wireless Trunk Template and how to delete the old outdated certifications.

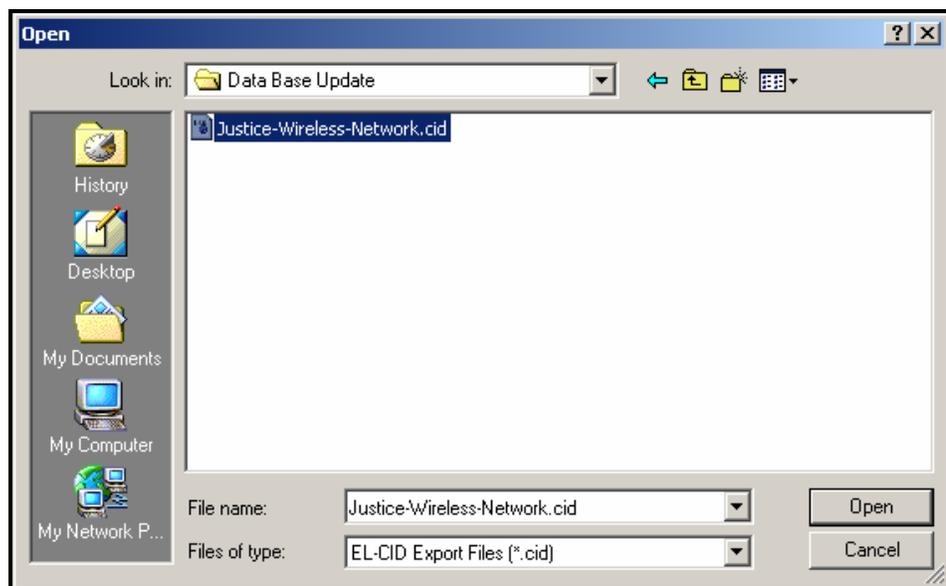
Step 1. Click the **Import** button.



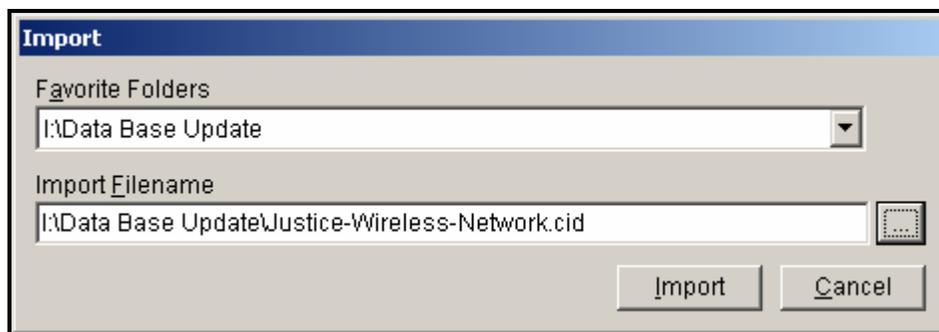
The **Import** window is displayed. (This illustration uses the same default folders that were shown during the training class. You may have loaded the EL-CID program using a different path name. You should use the path name where you loaded your EL-CID software.)



Step 2. Click the **browse** button to select the file to import. The folder we are using is on the EL-CID Training CD. Go to **{CD-ROM Drive Letter}\Data Base Update**. Highlight the filename **Justice-Wireless-Network.cid** and then click **Open**.



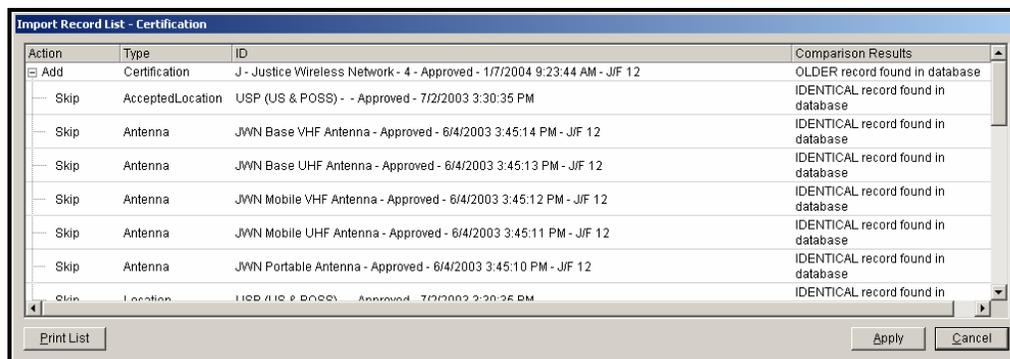
The **Import** window displays the selection.



Step 3. Click **Import**. The **File Description** window is displayed.



Step 4. Click **OK**. The **Import Record List - Certification** window is displayed.



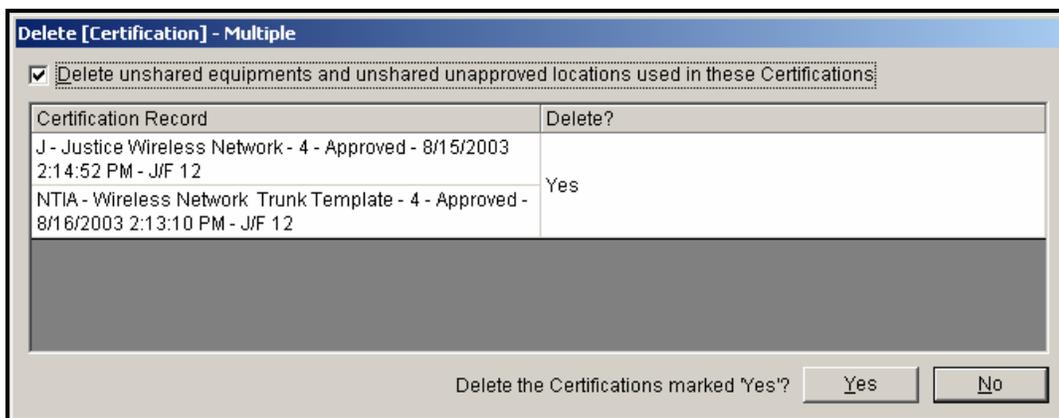
Step 5. Click **Apply**. The progress window is briefly displayed and then the **Import Record List - Certification** window is again displayed.

Step 6. Click **OK** to close the window.

Step 7. Click **Maintenance | Delete Old Records**.



Step 8. The Delete [Certification] – Multiple window is displayed
Click Yes.

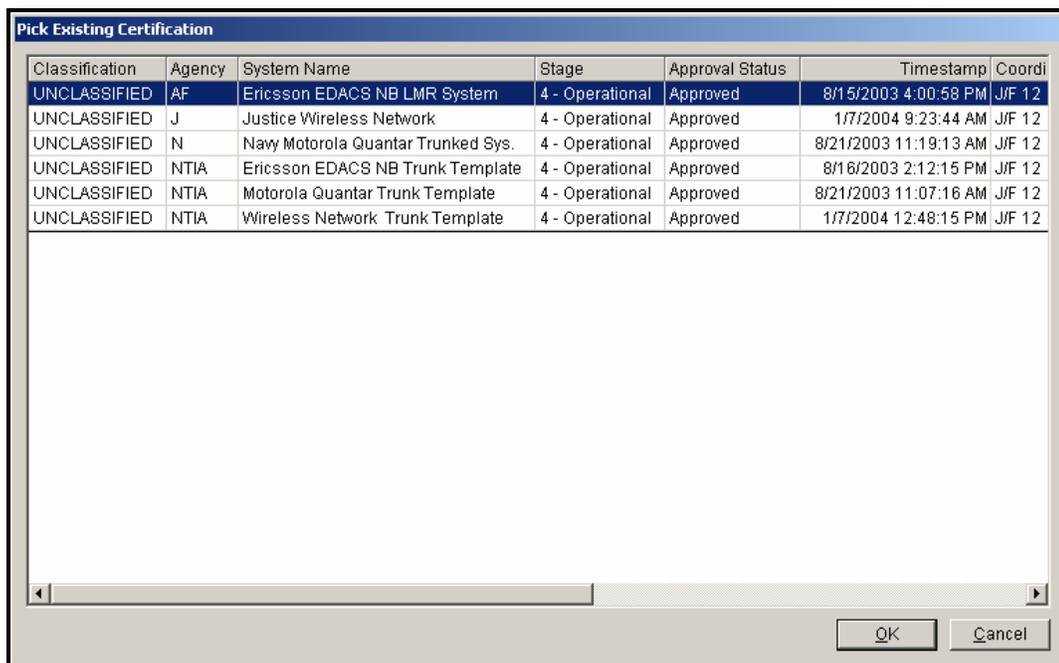


The confirmation window is displayed.



Step 9. **Click OK** to close the window.

Step 10. **Click the Open**  button. The Pick existing certification window is displayed with the new Justice Wireless Certification and Justice Wireless Trunk Template.



Step 11. **Click OK** to close the window.

APPENDIX C - USING THE REFERENCE NODE

C.1 Adding a New Reference

The Reference Node is used to cite a reference to a document or a certification to provide additional information relevant to the current certification. When a certification is created by cloning another certification or using a trunking template, a reference is automatically generated that references the original certification.

Step 1. To add a reference **right-click** on the **References node** in the tree view and then click **Add New Reference**



The Add New Reference window is displayed.

Data Item	Class	Value	Units
Automatically Generated Reference		No	
Type of Reference			
Reference Identifier (SPS Docket #)	U		
Reference SIN Number	U		
Reference Title	U		
Reference Author	U		
Reference Organization	U		
Date of Referenced Document	U		date

Step 2. **Enter** the appropriate data that identifies this document.

Step 3. **Click** on **any other node** in the tree view to save the data

C.2 Adding a Reference To An Existing Certification

Step 1. To add a reference **right-click** on the **References node** in the tree view and then click **Reference Existing Certification**



The Pick Existing Certification window is displayed.

Pick Existing Certification						
Classification	Agency	System Name	Stage	Approval Status	Timestamp	Coordi
UNCLASSIFIED	AF	Ericsson EDACS NB LMR System	4 - Operational	Approved	8/15/2003 4:00:58 PM	J/F 12
UNCLASSIFIED	J	Justice Wireless Network	4 - Operational	Approved	8/15/2003 2:14:52 PM	J/F 12
UNCLASSIFIED	N	Navy Motorola Quantar Trunked Sys.	4 - Operational	Approved	8/21/2003 11:19:13 AM	J/F 12
UNCLASSIFIED	NTIA	Ericsson EDACS NB Trunk Template	4 - Operational	Approved	8/16/2003 2:12:15 PM	J/F 12
UNCLASSIFIED	NTIA	Manpack	4 - Operational	Unapproved	6/16/2003 9:42:55 AM	J/F 12
UNCLASSIFIED	NTIA	Motorola Quantar Trunk Template	4 - Operational	Approved	8/21/2003 11:07:16 AM	J/F 12
UNCLASSIFIED	NTIA	Radar	4 - Operational	Unapproved	2/3/2004 1:23:32 PM	J/F 12
UNCLASSIFIED	NTIA	Space	4 - Operational	Unapproved	2/3/2004 8:07:18 AM	J/F 12
UNCLASSIFIED	NTIA	Wireless Network Trunk Template	4 - Operational	Approved	8/16/2003 2:13:10 PM	J/F 12

Step 3. Highlight the appropriate certification and click OK

The data from the previous certification is add to the window

Data Item	Class	Value	Units
Automatically Generated Reference		Yes	
Type of Reference		Previous Certification	
Reference Identifier (SPS Docket #)	U		
Reference SIN Number	U		
Reference Title	U	NTIA - Manpack - 4 - Unapproved - J/F 12	
Reference Author	U		
Reference Organization	U	NTIA	
Date of Referenced Document	U	6/16/2003	date

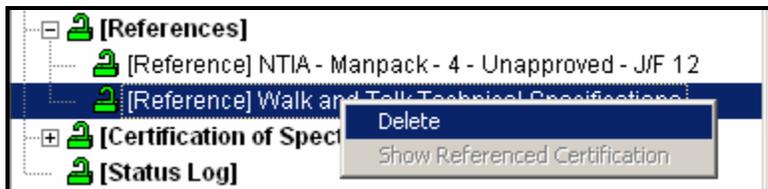
Step 4. Click on any other node in the tree view to save the data

The references are added to the tree view.

[-] [References]
[-] [Reference] NTIA - Manpack - 4 - Unapproved - J/F 12
[-] [Reference] Walk and Talk Technical Specifications

C.3 Deleting A Reference

Step 1. To delete a reference from the certification **right-click** on the reference and highlight **Delete**

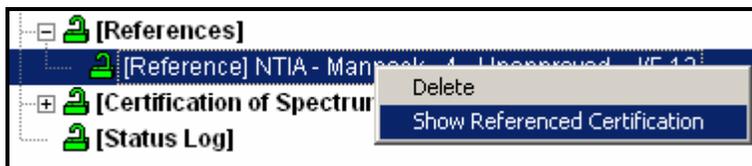


The reference will be deleted

C.4 Viewing a Referenced Certification

A reference that cites a certification from the database can viewed.

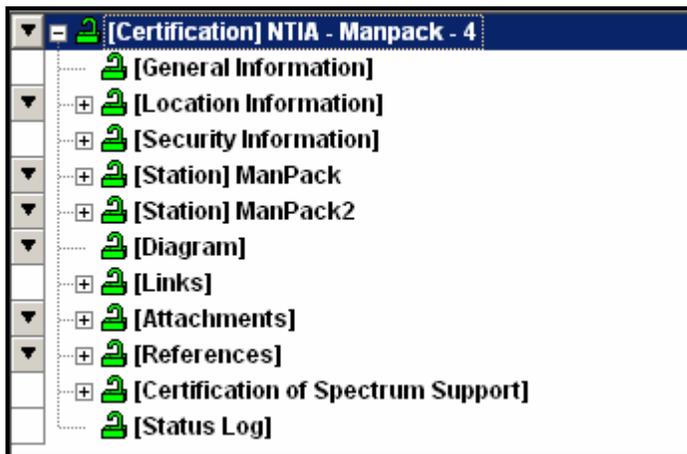
Step 1. To view a reference **right-click** on the reference and highlight **Show Referenced Certification**



The query results will be displayed showing the certification that was selected from the database.

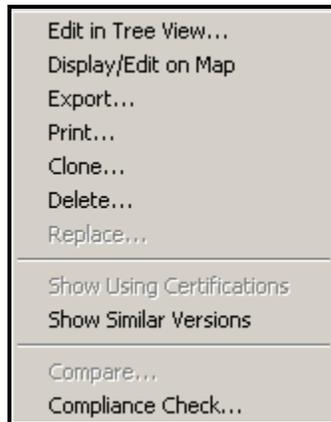
Build Query				Query Results			
Classification	Agency	System Name	Stage	Approval Status	Timestamp	Coordination ID	J/F 12 Num
UNCLASSIFIED	NTIA	Manpack	4 - Operational	Unapproved	6/16/2003 9:42:55 AM	J/F 12	07323

Step 2. **Highlight** the certification and **double-click**. The certification will be displayed in the tree view.



Step 2. **Click Close** to return to the query results window.

Step 3. **Right-click** on the highlighted certification to get an additional menu. These actions may be performed on the selected certification.



Step 4. **Click Close** to return to the tree view window.