

TWM QUICK REFERENCE – Q & A

FILE SAVE

- 1) Where do I store files in my computer so that I can access them in TWM?
Start → My Computer → Local Disk (C:) → Click on the TWM Folder
→ Save into My Wells or create a New Folder **under** TWM
- 2) How do I save tests to my flash drive?
 - 1 - From Recall Mode, right click on the test you wish you save. (√)
 - 2 - Click File Transfer.
 - 3 - Select your flash drive (or where ever you wish to save the test).
 - 4 - Click OK.

OR

- 1 - Right click on the file you wish to save from the Base Well File Menu.
- 2 - Select “Save Files.”
- 3 - Select your flash drive, etc. where the information will be saved to.
- 4 - Click OK.

FILE EXPORT – EMAIL

- 3) How do I email files to another party using Outlook?
 - 1 - From Recall Mode, right click on the file you wish to email.
 - 2 - Select “Email Files” from the menu.
 - 3 - Select which tests you would like to send, or Select All.
 - 4 - Click OK.
 - 5 - Outlook will automatically open an email and attach the files.
- 4) How do I email files to another party using a .com email (hotmail, yahoo, etc)?
 - 1 – From Recall Mode, right click on the file you wish to email.
 - 2 – Select “Save Files.”
 - 3 – Save the file to the Desktop.
 - 4 – Open a new email and attach the file from the Desktop.

*The RECIPIENT should set up a folder on the C: drive under the TWM folder using the corresponding well name. (ie C:\TWM\Well Data). They can then copy and paste the shot files directly from the email into their TWM folder. The files and well data can then be Recalled normally from the Base Well File in TWM under the file name it was saved under on the C: drive.

**When exporting a file by email, it is not necessary to send the .bwf file. A copy of the base well file is included in the data set. This means the recipient can look at the exported data file, but they can not acquire data without the .bwf file (Red X).

- 5) How do I email files to another person who **does not** have TWM? (**Adobe PDF)
 - 1-From Recall Mode, open the Acoustic Data Set file and double click on the shot trace you wish to send the information for. (This brings up the Select Liquid Level screen.)
 - 2 - From the Menu Bar, select File → Print. From the Printer Name drop down menu, select Adobe PDF → Check the Print To File box →OK →Save to Desktop
Free PDF Writers: www.primopdf.com
www.995.com
 - 3 - This creates an Adobe PDF version of the file that can then be emailed to anyone.

FILE EXPORT - REPORTS

- 1) Complete Data Set for Shot Trace
 - 1 - Select the shot trace you wish to print information for.
 - 2 - From the File Menu: File → Print
 - 3 - TWM generates a report that compiles all the information from the Depth Determination, Casing Pressure, Bottom Hole Pressure and Collars tabs.

- 2) Batch Print for Multiple Data Sets
 - 1 – File → Batch Print
 - 2 – Select Date Range → Next
 - 3 – Select Groups to Use → Next
 - 4 – Select Well File to Print → Next → verify list → Next
 - 5 – Choose which reports to include
 - 6 – Click Batch Print

- 3) Multi Data Spreadsheet
 - 1 - File → Data Export → OK (to pop-up)
 - 2 – Select the Range of dates you wish to view reports for.
 - 3 – Select the desired Groups to Report → Next
 - 4 – Select the desired Data Sets to Report → Next
 - 5 – Select the Module and the desired Results to Report → Next
 - 6 – Click Browse and specify where you wish the file to be exported to
 - 7 – Next → Finish

- 4) Graphs – Acoustic Waves, Dyna Cards, Valve Tests, etc.
 - 1 – Choose the graph you wish to print.
 - 2 – Right click on the trace of the graph.
 - 3 – Select Copy Graphical
 - 4 – Open a Word document → Right click → Paste

TROUBLE SHOOTING

- 1) Check that the default path used by TWM is directed to the right files.
Tools → Settings → Work Area Paths → Current Path to Workspace
(Default is usually C:\TWM)

- 2) If unable to view Pressure Transient, Plunger Lift, Advanced files, make sure the correct TWM modules are activated in the software.
Help → User Help Level → Levels needed to view corresponding data files.

- 3) Help Index
Help → Contents → Type the first few letters → Choose Subject → Display

- 4) The latest version of TWM software can be downloaded directly from the Echometer website: www.echometer.com. To see what version of TWM software you currently have: Help → About TWM.

- 5) Driver Installation – If TWM has been downloaded onto a new computer to be used with an analyzer, you will need to contact Echometer to email you the driver installation instructions. carrieanne@echometer.com