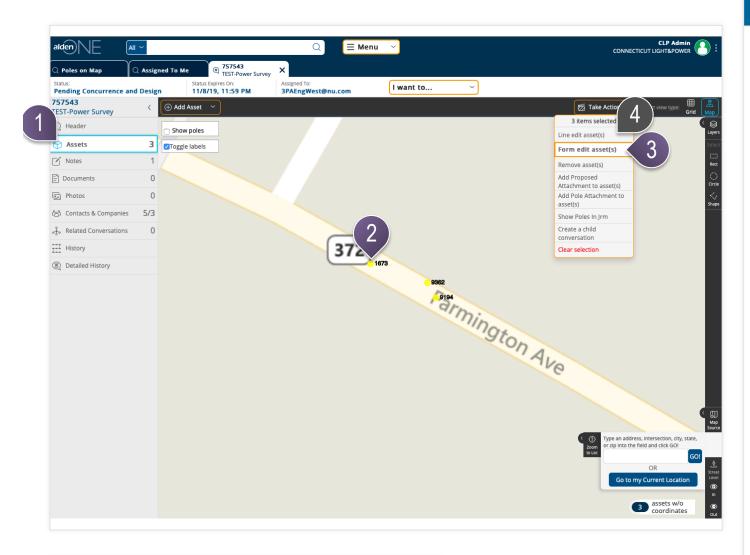
# alden NE Power Survey: Pole Replacement Required



### page walkthrough

- To require a Pole Replacement on one or multiple poles, first go to the Assets tab.
- ② Select the pole(s) that need(s) to be replaced.
- ③ To make the same changes to all selected poles, select "Form Edit Assets."
- ④ To make different changes for all selected assets, select "Line Edit Assets."

Engineering Team's Responsibility

# alden NE Power Survey: Pole Replacement Required

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#### page walkthrough

- Once the Form Edit Asset window comes up, you are making the same changes to ALL selected assets. If different changes/additions are wanted on one or more assets, use the "Line Edit Asset" function.
- 2 Select the Owner Confirmed. The choices are: -100% Power Owned -100% Telco Owned -Joint Owned -Private Owner.
- ③ To indicate a pole needs to be replaced, select "Replace" under work type.
- (4) Select whether or not the Pole Replacement is billable.
- (5) Fill in the other required fields and any other fields you have information for.
- 6 Click "Save."
- The choices you have selected here in the Survey conversation will ensure the pole(s) is(are) set for Make-Ready work once the conversation gets further along.

## alden NE Power Survey: Pole Replacement Required

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### Engineering Team's Responsibility

#### page walkthrough

- Once the Line Edit Asset window comes up, each selected Asset will be on it's own row. This edit method allows you to do something different to each selected asset. If the same changes/additions are wanted on all selected assets, use the "Form edit assets" function instead.
- Select the Owner Confirmed. The choices are:
   -100% Power Owned
   -100% Telco Owned
   -Joint Owned
   -Private Owner.
- ③ To indicate a pole needs to be replaced, select "Replace" under work type.
- (4) Select whether or not the Pole Replacement is billable.
- (5) Fill in the other required fields and any other fields you have information for. All required fields, on every row, must be filled in before saving is allowed.
- 6 Click "Save."
- The choices you have selected here in the Survey conversation will ensure the pole(s) is(are) set for Make-Ready work once the conversation gets further along.