

NC Department of Transportation



Highways



Level of Service User Guide

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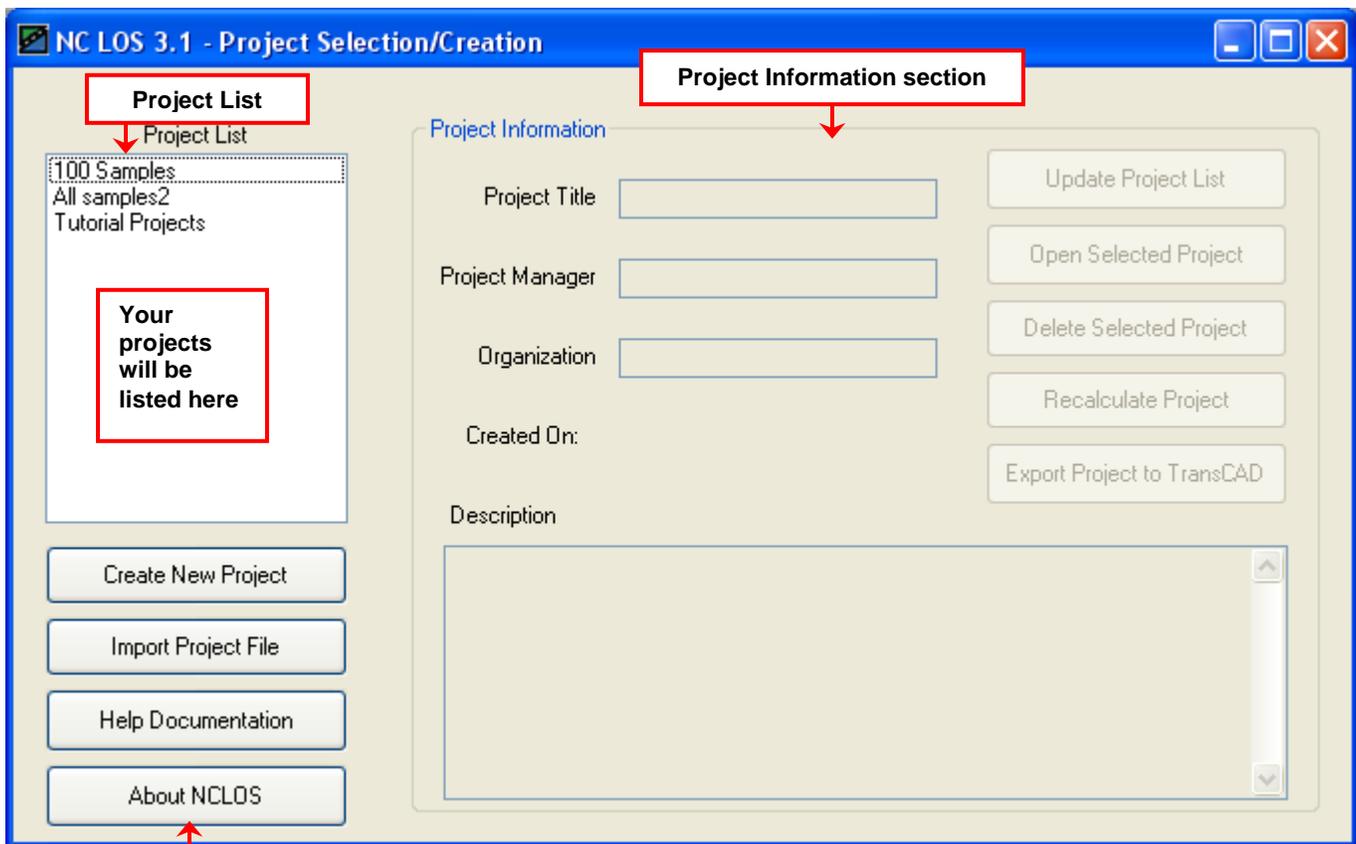
Chapter 1 Application Access

The Project Selection/Creation Window

When the PCS Manager application is launched, you will see the **Project Selection/Creation** window. This window will serve as the application dashboard.

The **Project Selection/Creation** window is made up of 3 parts:

1. The Project List
2. Action Buttons
3. Project Information section

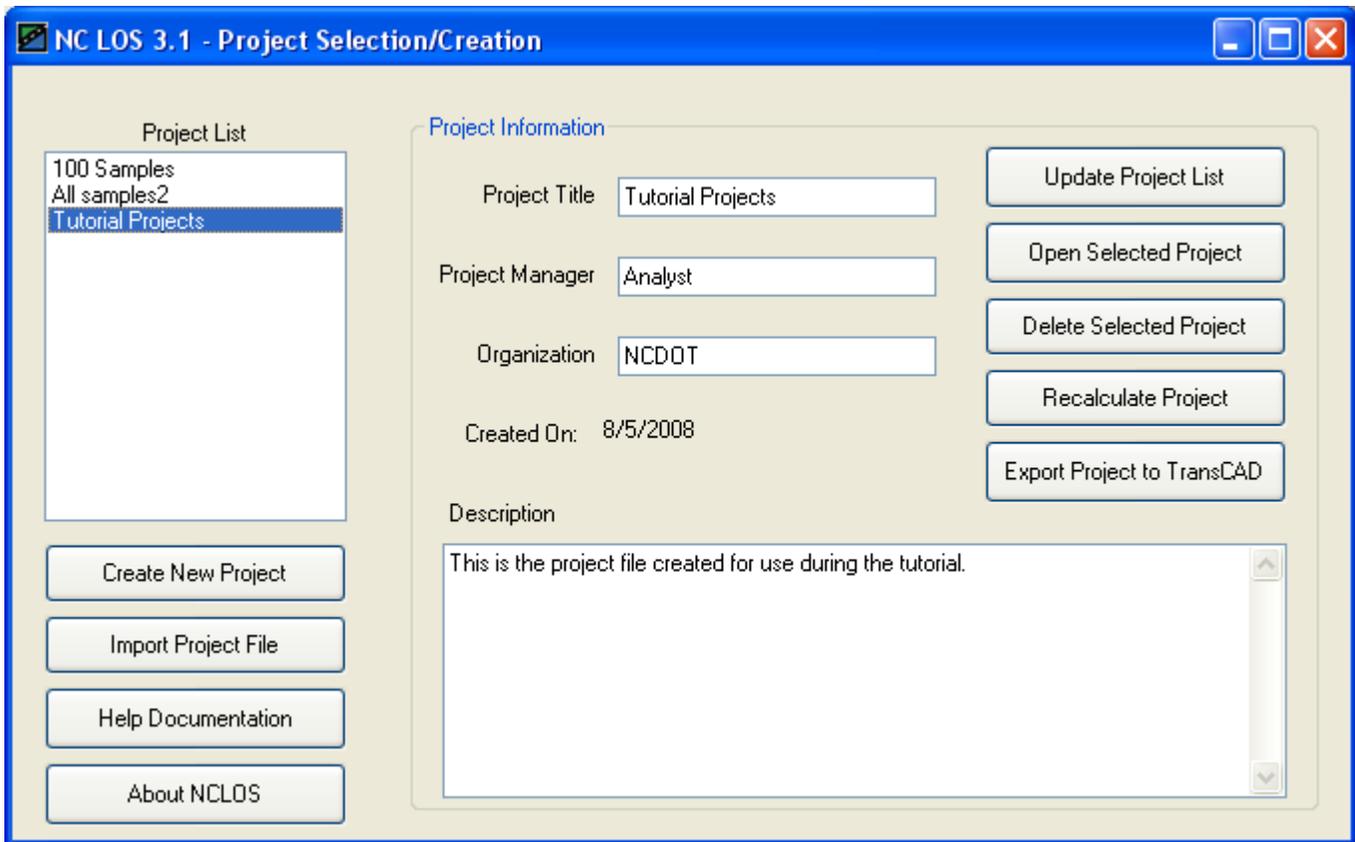


(NC LOS 3.1 Project Selection/Creation Window)

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The Project Selection/Creation Window

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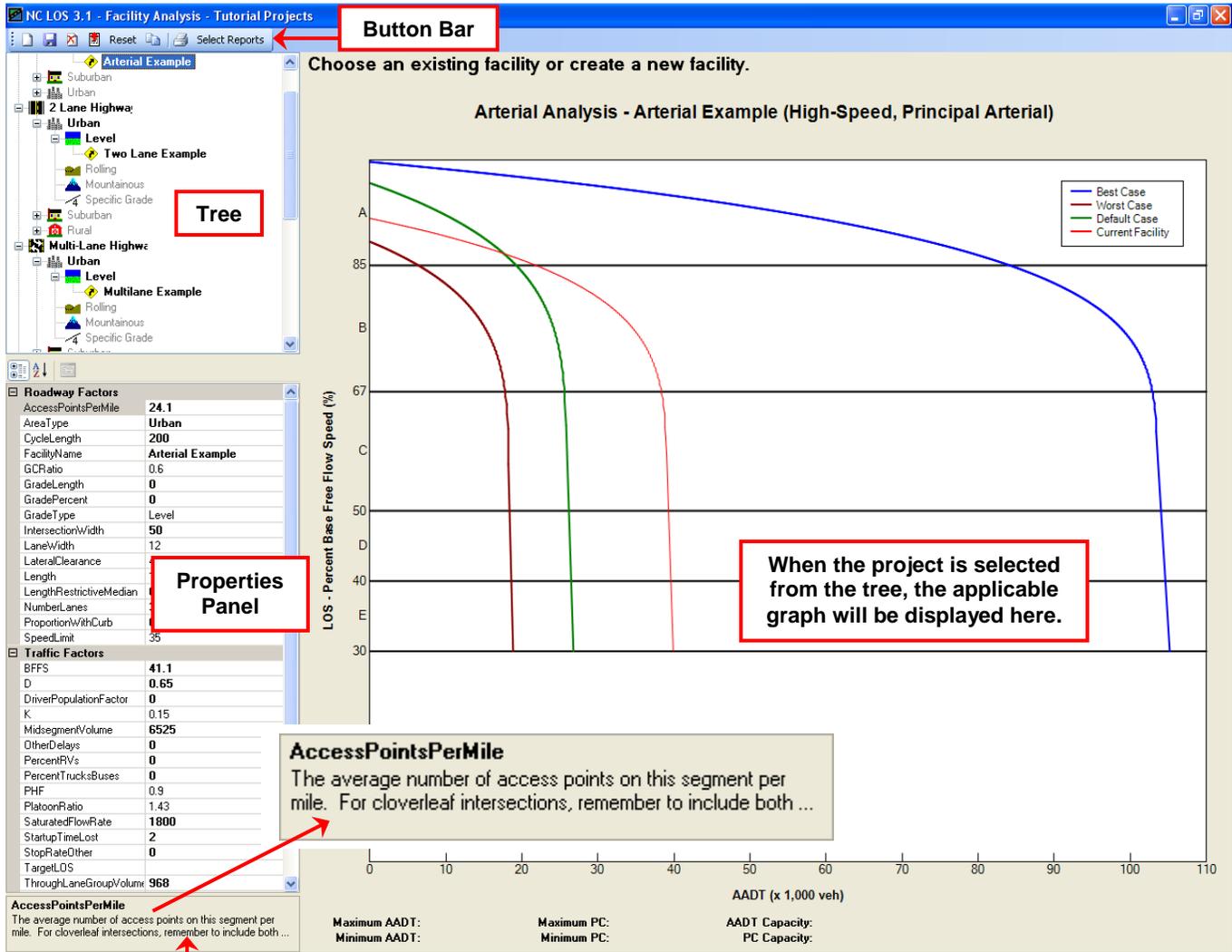
(NC LOS 3.1 Project Selection/Creation Window)

When you select a project from the **PROJECT LIST**, information about the project will be displayed in the **PROJECT INFORMATION** section.

The buttons on the right will provide access to features needed to edit, recalculate or delete the selected project.

The Facility Analysis Window

When you open a project, the **Facility Analysis** window will appear. This window will provide detailed information about the project.



(Facility Analysis Window)

When you click on a data entry field, field-specific help text will appear in this area.

Continued on Following Page

The Facility Analysis Window

continued



The Button Bar

A button bar will appear at the top of the **Facility Analysis Window**. These buttons will contain the following functions:



Create New Facility: Click this button to launch the *Create New Facility* dialog.



Save Facility Information: If you have made changes to the information in this window, click this button to save them.



Delete Facility: Click this button to delete the selected facility.



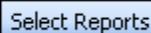
Reset: Click this button to reset the facility information to the application defaults.



Copy Facility: Click this button to copy the information from the currently selected facility to a new facility.



Preview Reports: Click this button to launch the currently selected facility report in a print preview window.



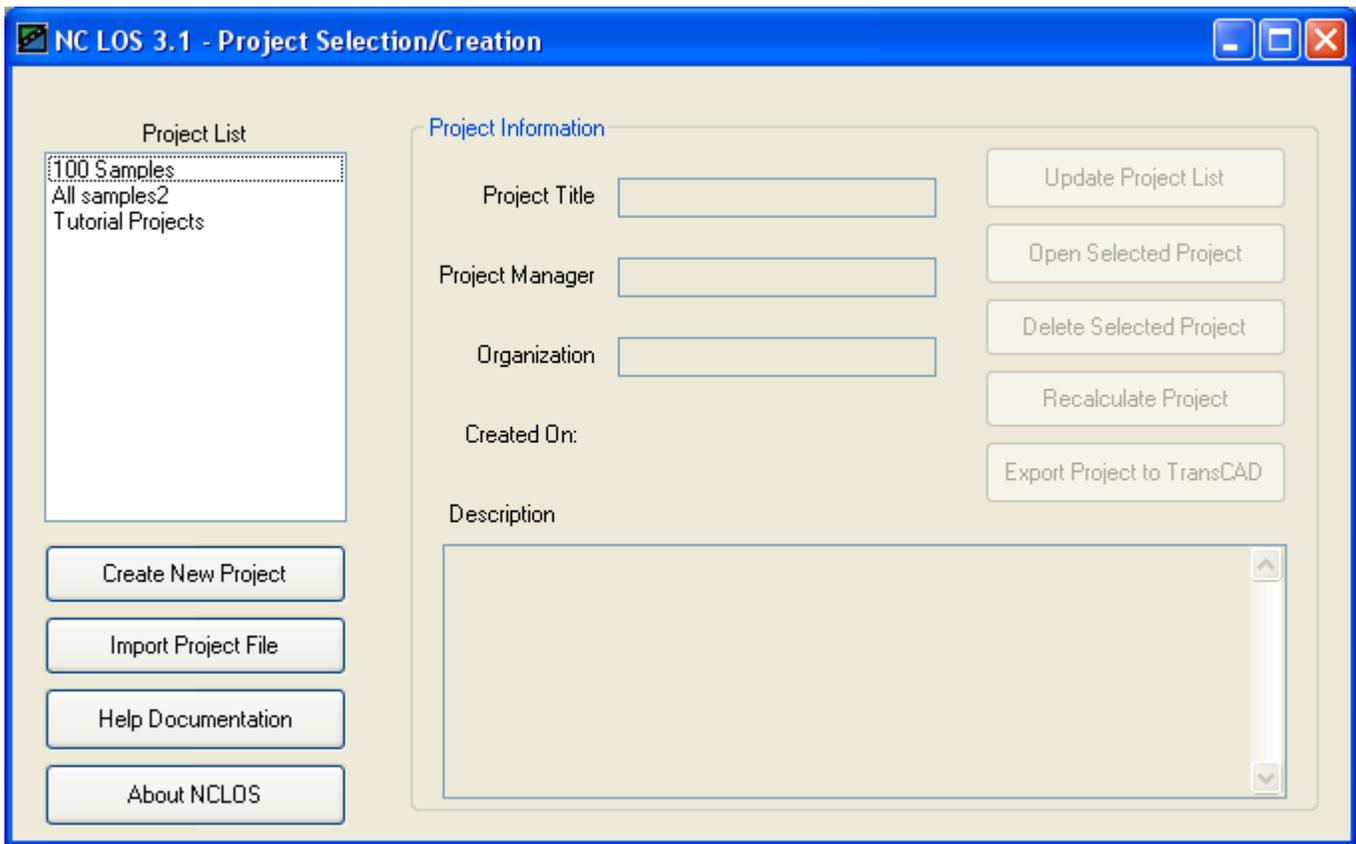
Select Reports: Click this button to launch a dialog that will allow you to select the reports you wish to print.

Chapter 2 Procedures

Creating a New Project

Once you have created a new project, you will be able to view/edit data by following the **Viewing / Editing Project Data** procedure on page 2-8.

From the **Project Selection/Creation** window:



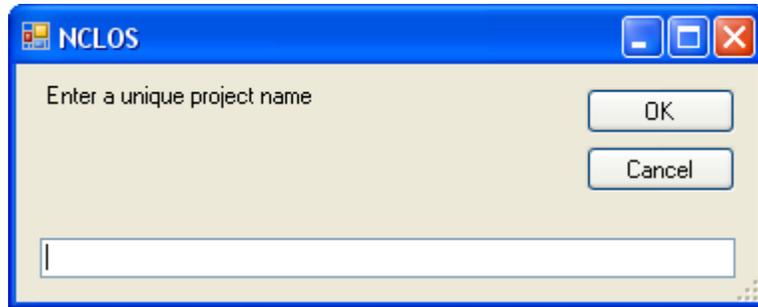
(NC LOS 3.1 – Project Selection/Creation Window)

Step	Action	Result
1	Click the  button.	The Create New Project dialog will appear.

Continued on Following Page

Creating a New Project

(continued)



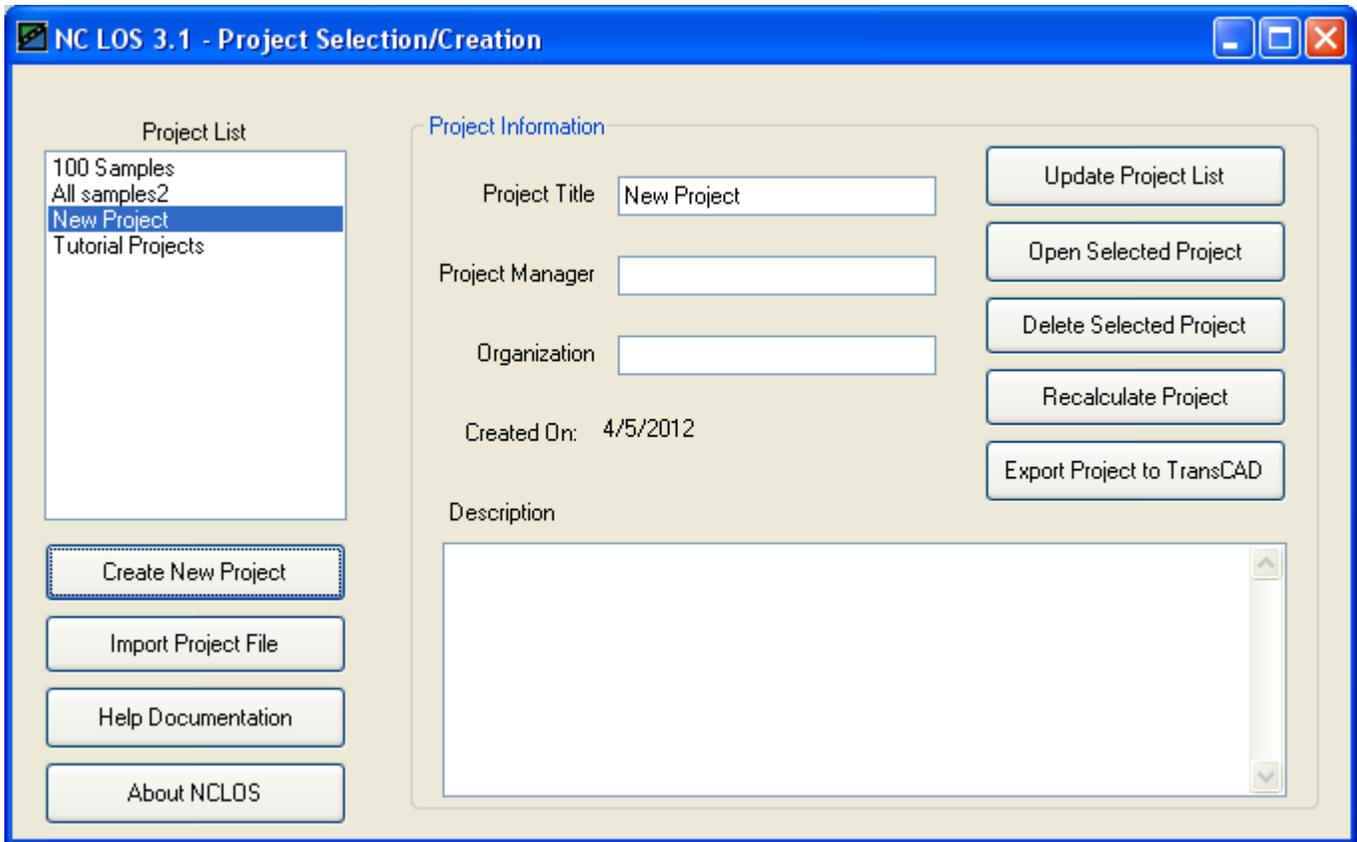
(Create New Project Dialog)

2	Type the name of the new project in the ENTER A UNIQUE PROJECT NAME field.	N/A
3	Click the OK button.	The new project will appear in the Project List .

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Creating a New Project

(continued)



(NC LOS 3.1 – Project Selection/Creation Window (New Project))

In the **Project Information** section:

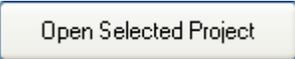
NOTE: The **PROJECT TITLE** field will be populated with the project name. You will be able to edit this information if needed.

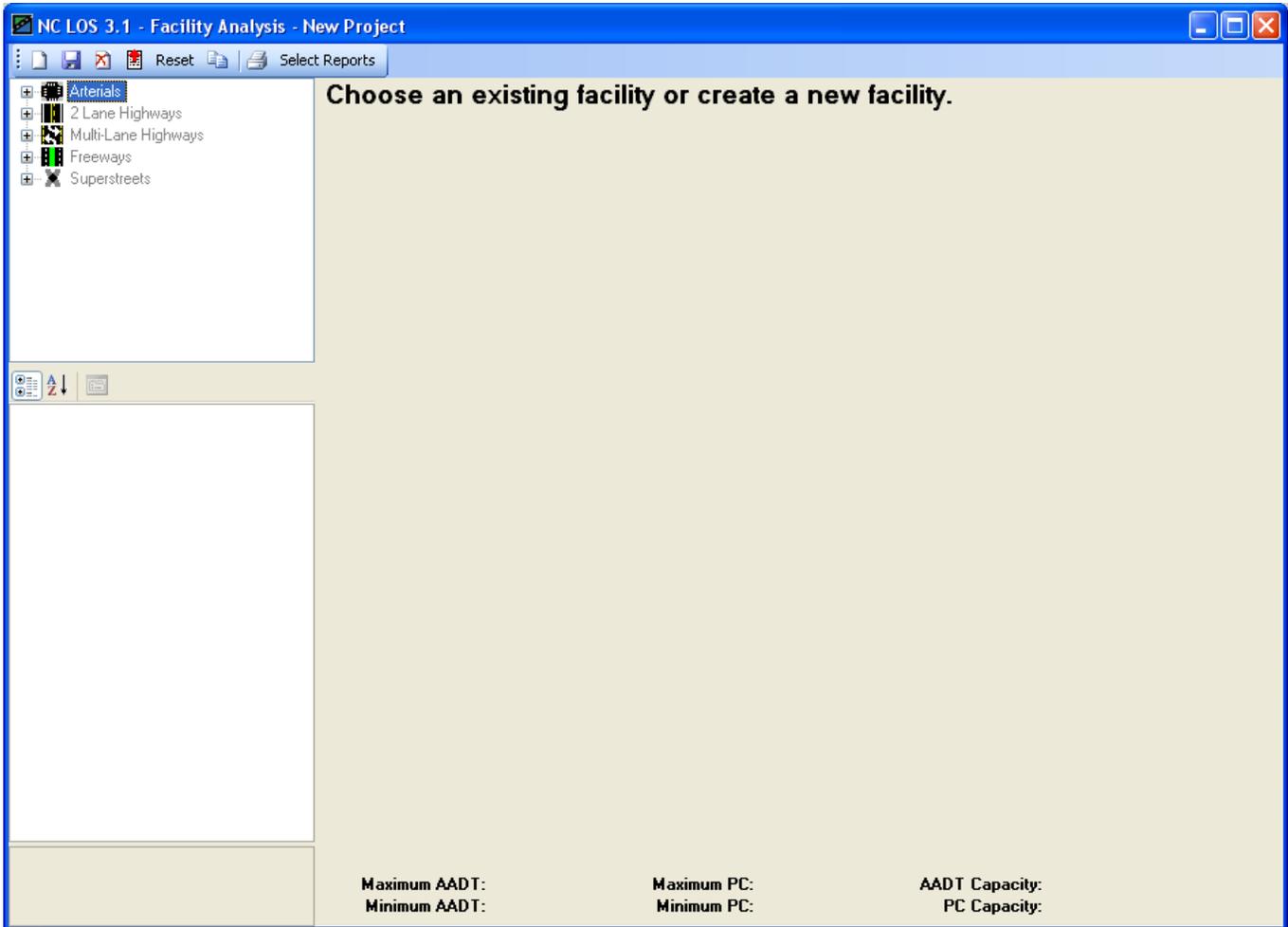
4	Type the name of the project manager in the PROJECT MANAGER field.	N/A
5	Type the name of the organization in the ORGANIZATION field.	N/A
6	Type a description of the project in the DESCRIPTION field.	N/A

Continued on Following Page

Creating a New Project

(continued)

7	Click the  button.	The Facility Analysis window will appear.
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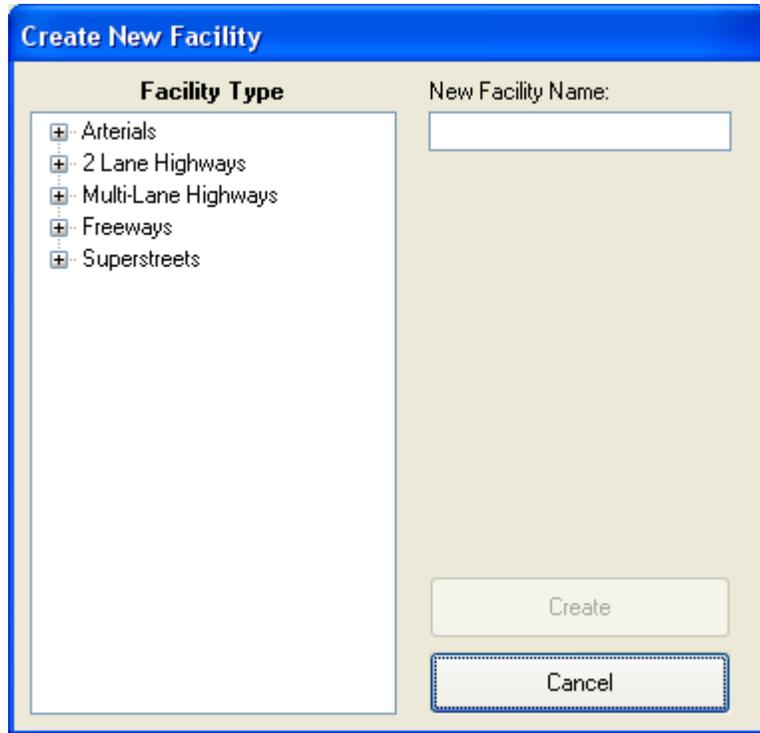
(Facility Analysis Window)

8	Click the  button.	The Create New Facility dialog will appear.
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Creating a New Project

(continued)



(Create New Facility Dialog)

<p>9</p>	<p>Type the name of the new facility in the NEW FACILITY NAME field.</p>	<p>N/A</p>
<p>10</p>	<p>In the FACILITY TYPE section, expand the tree for the applicable category and select the correct attribute.</p> <p>The categories are:</p> <ul style="list-style-type: none"> • Arterials • 2 Lane Highways • Multi-Lane Highways • Freeways • Superstreets 	<p>N/A</p>

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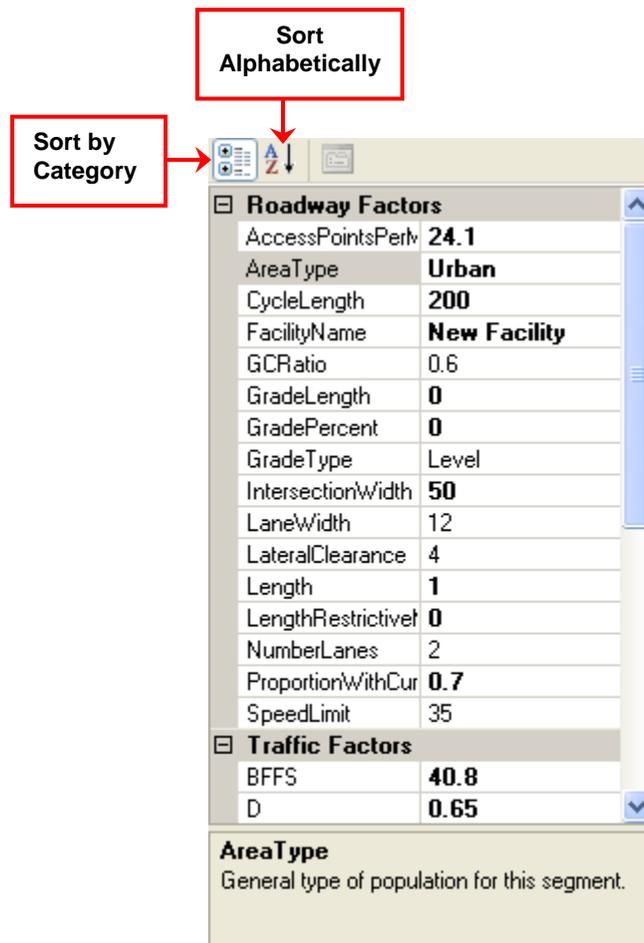
Creating a New Project

(continued)

11	Click the CREATE button.	The information for the new facility will be displayed in the Facility Analysis window.
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Repeat steps 9 - 11 to add additional facilities.

Each facility will have its own set of properties.



(Properties Panel)

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Creating a New Project

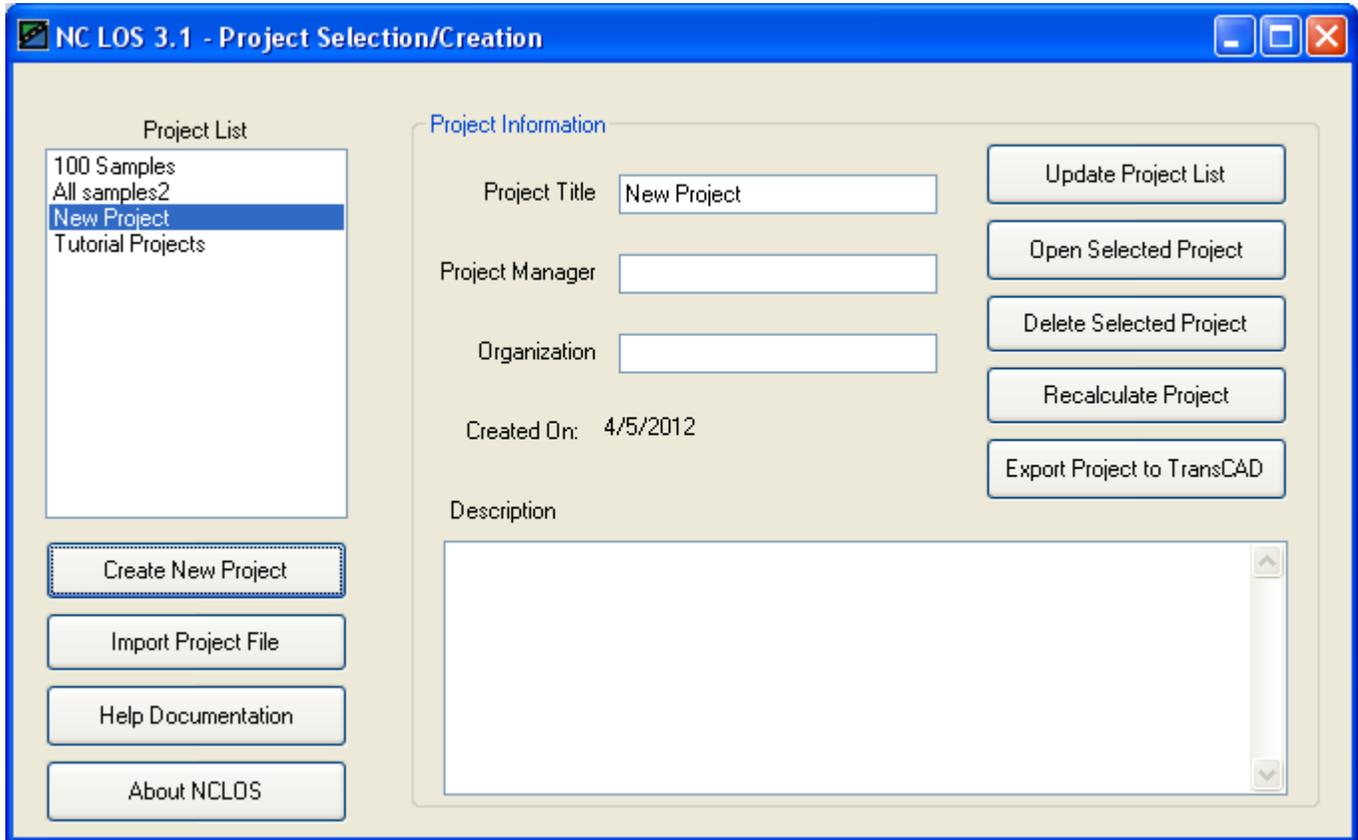
(continued)

12	In the tree, click on the facility name to reveal the list of properties. (Roadway and Traffic Factors)	The list of properties for the selected facility will appear in the Properties panel.
13	Type the value of each property in the associated field.  NOTE: Some values will default. You will be able to edit them if needed.	N/A
14	Click the  button.	The new project (and facilities) will be saved.

Viewing / Editing Project Data

If you need to view/edit project data, you can do so by following this procedure.

From the **Project Selection/Creation** window:



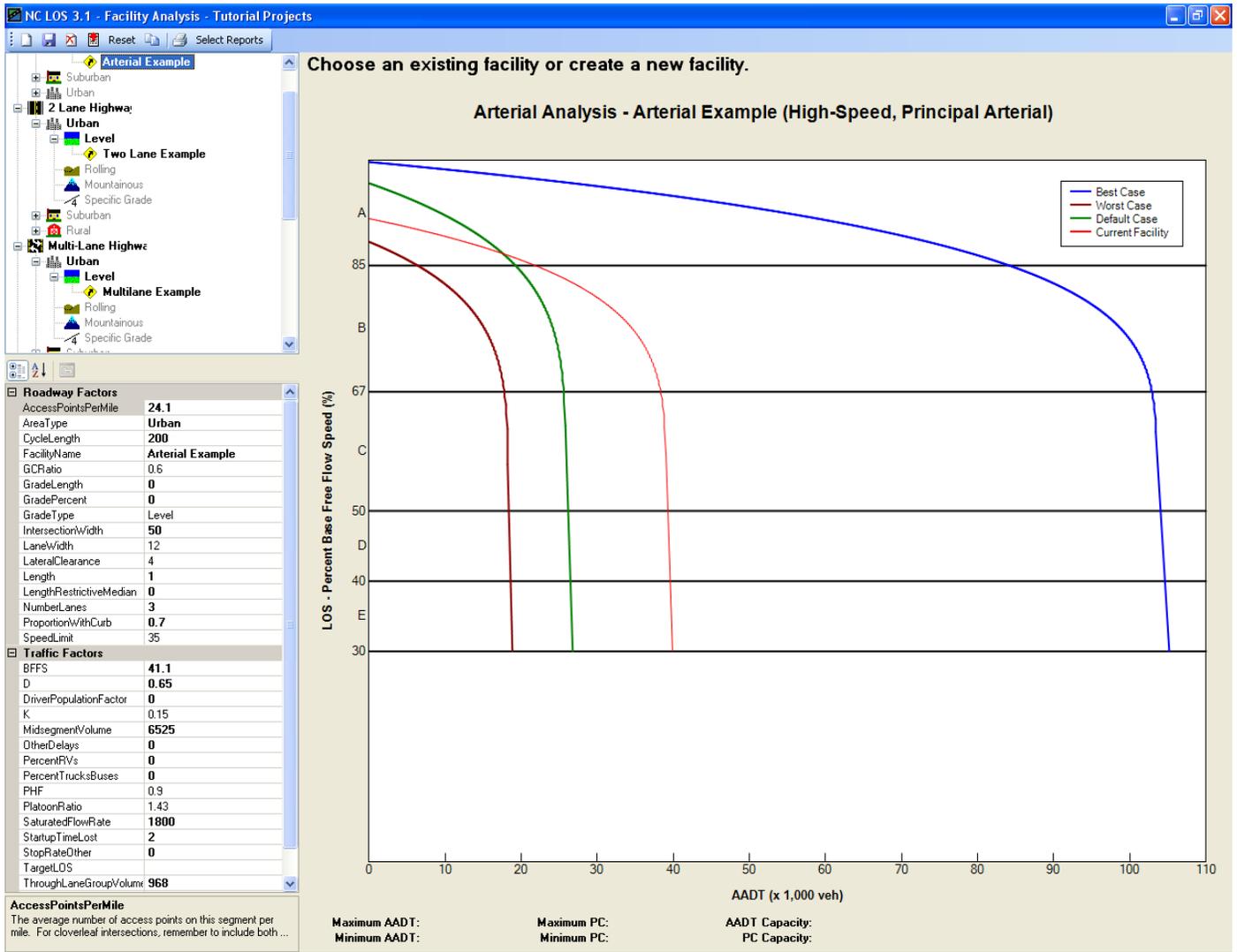
(NC LOS 3.1 – Project Selection/Creation Window)

Step	Action	Result
1	Select the project from the Project List .	The Project Information fields will populate with project data.
2	Click the  button.	The Facility Analysis window will appear.

Continued on Following Page

Viewing / Editing Project Data

(continued)



(Facility Analysis Window)

3	Select the facility you wish to edit from the tree.	The applicable data fields will appear in the Properties panel.
4	You will be able to edit any information in the data fields.	N/A

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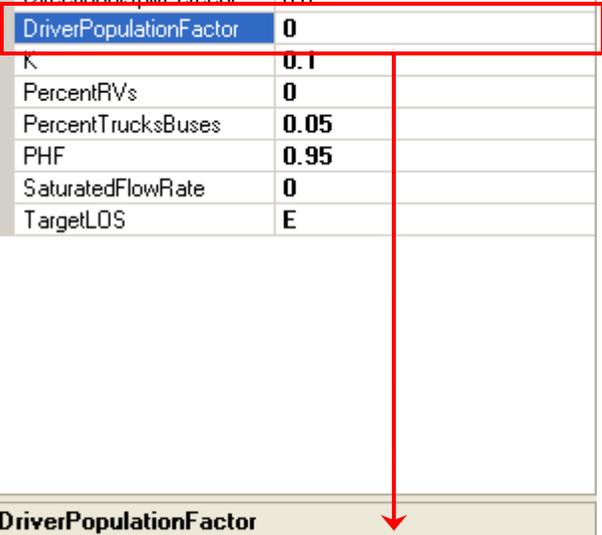
Viewing / Editing Project Data

(continued)

 **NOTE:** For field-sensitive help, click on the applicable field. Help will appear below.

Traffic Factors	
D	0.55
DirectionalSplitPercent	0.6
DriverPopulationFactor	0
K	0.1
PercentRVs	0
PercentTrucksBuses	0.05
PHF	0.95
SaturatedFlowRate	0
TargetLOS	E

DriverPopulationFactor
 Takes into account the familiarity of the drivers with the roadway and its features. A value of 1.00 is standard and as...

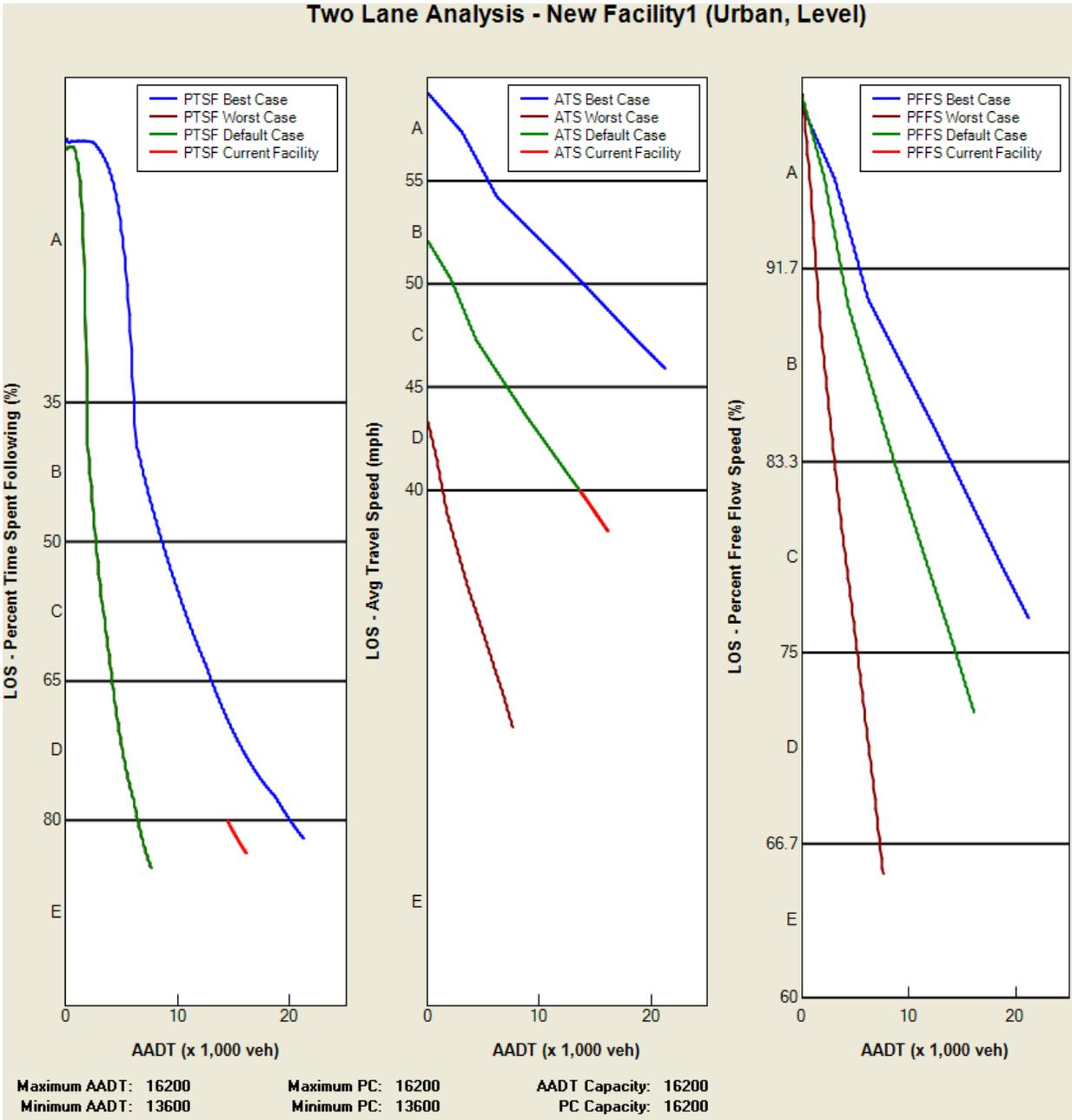


5	Once you have selected a facility from the tree, the applicable analysis graph will appear in the right panel.	N/A
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Viewing / Editing Project Data

(continued)



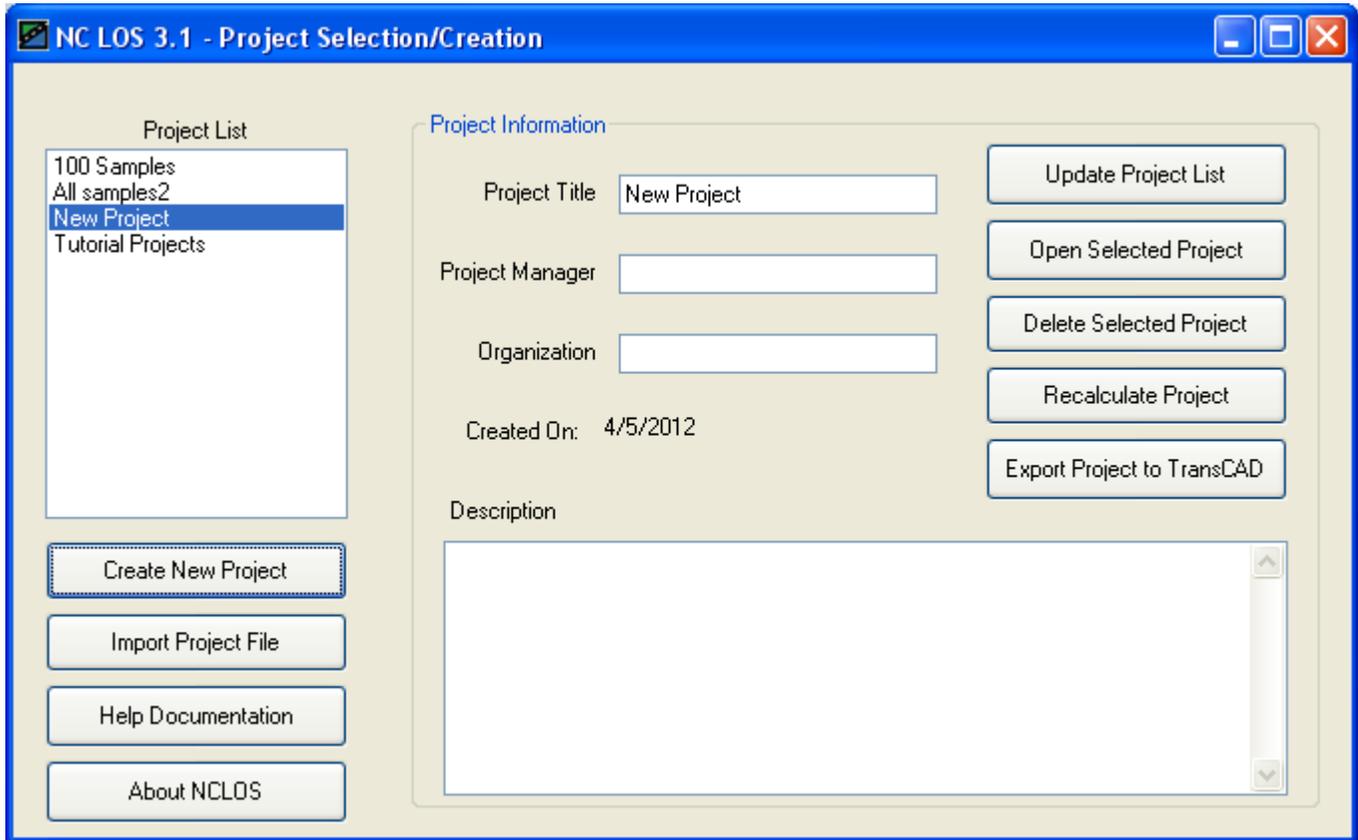
(Facility Analysis Graph)

6	Click the button.	Your edits will be saved.
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Deleting a Facility

If you wish to delete a facility from a project, you can do so by following this procedure.

From the **Project Selection/Creation** window:



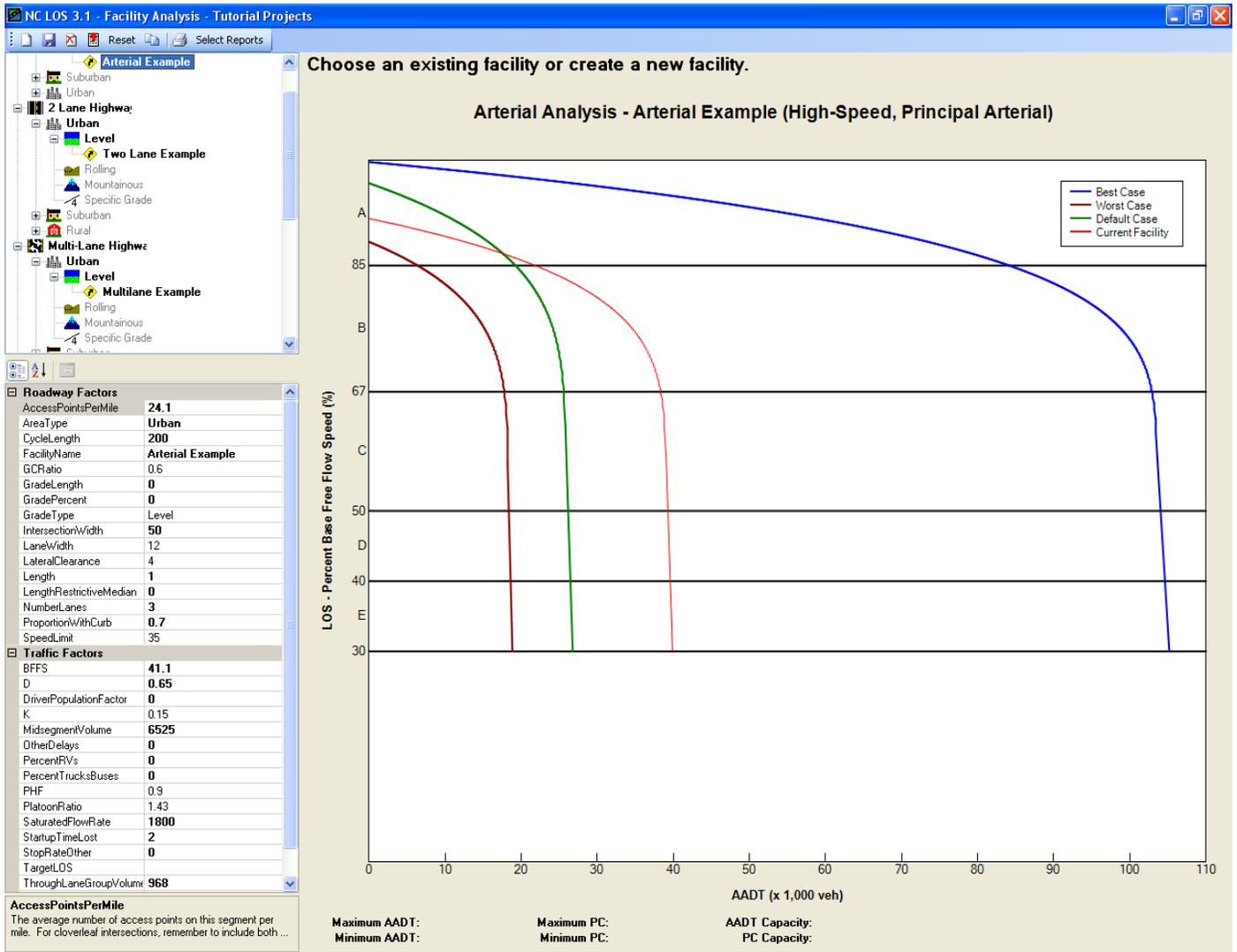
(NC LOS 3.1 – Project Selection/Creation Window)

Step	Action	Result
1	Select the project from the Project List .	The Project Information fields will populate with project data.
2	Click the  button.	The Facility Analysis window will appear.

Continued on Following Page

Deleting a Facility

(continued)



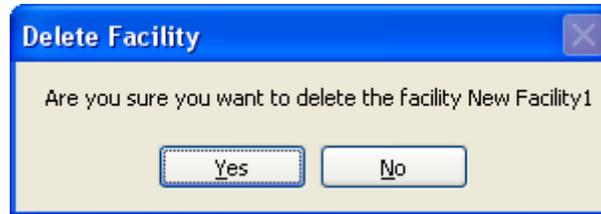
(Facility Analysis Window)

3	Select the facility you wish to delete from the tree.	The applicable data fields will appear in the Properties panel.
4	Click the  button.	The Delete Facility popup will appear.

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Deleting a Facility

(continued)



(Delete Facility Popup)

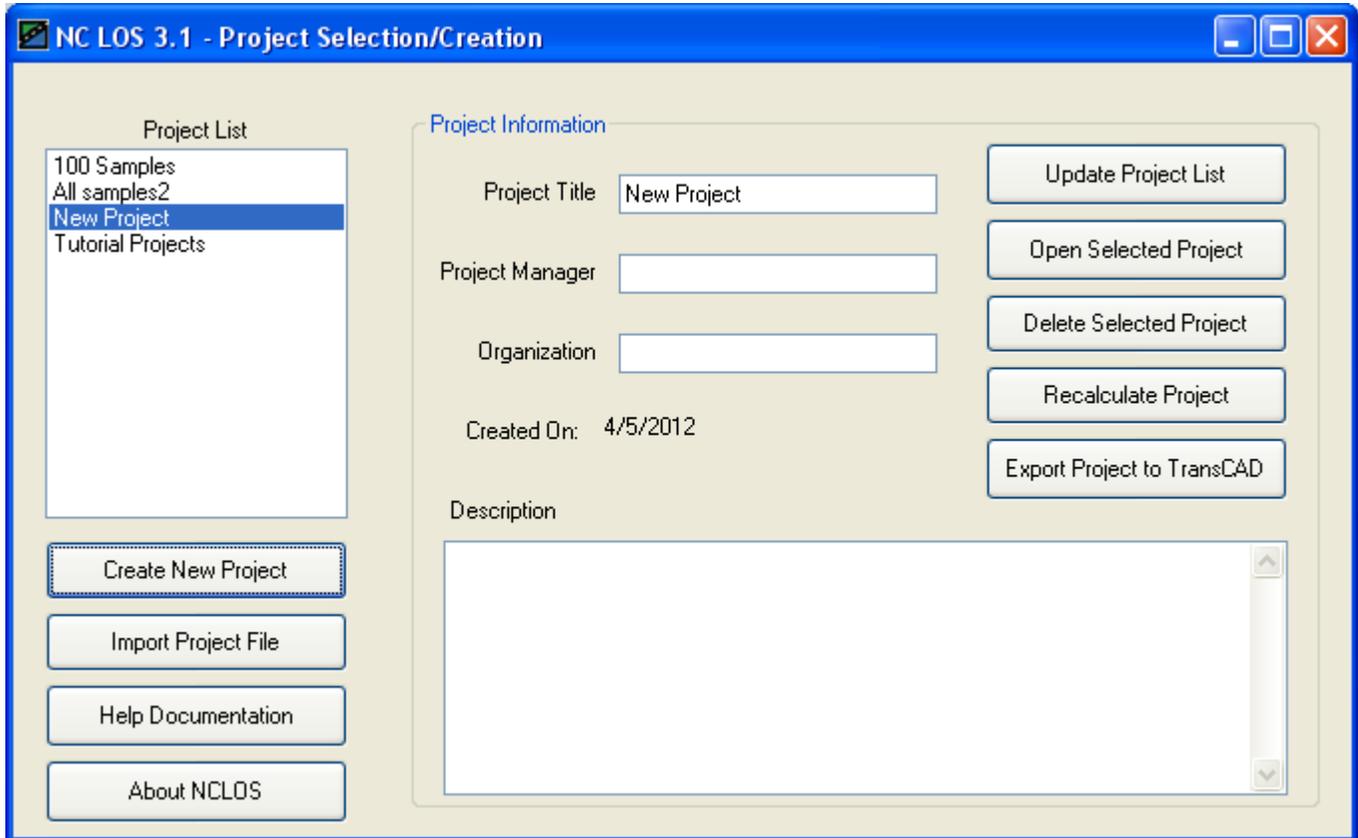
5	Click the YES button.	After a few seconds, the facility will disappear from the tree.
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Deleting a Project

If you wish to delete a project, you can do so by following this procedure.

NOTE: Deleting a project will also delete the facilities attached to it.

From the **Project Selection/Creation** window:



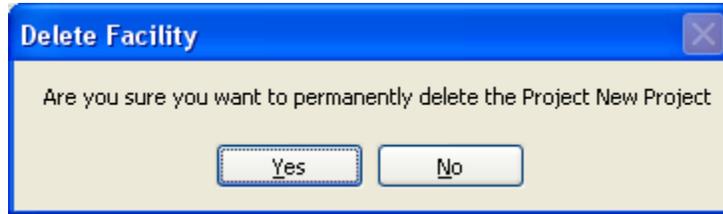
(NC LOS 3.1 – Project Selection/Creation Window)

Step	Action	Result
1	Select the project from the Project List .	The Project Information fields will populate with project data.
2	Click the  button.	The Delete Project popup will appear.

Continued on Following Page

Deleting a Project

(continued)



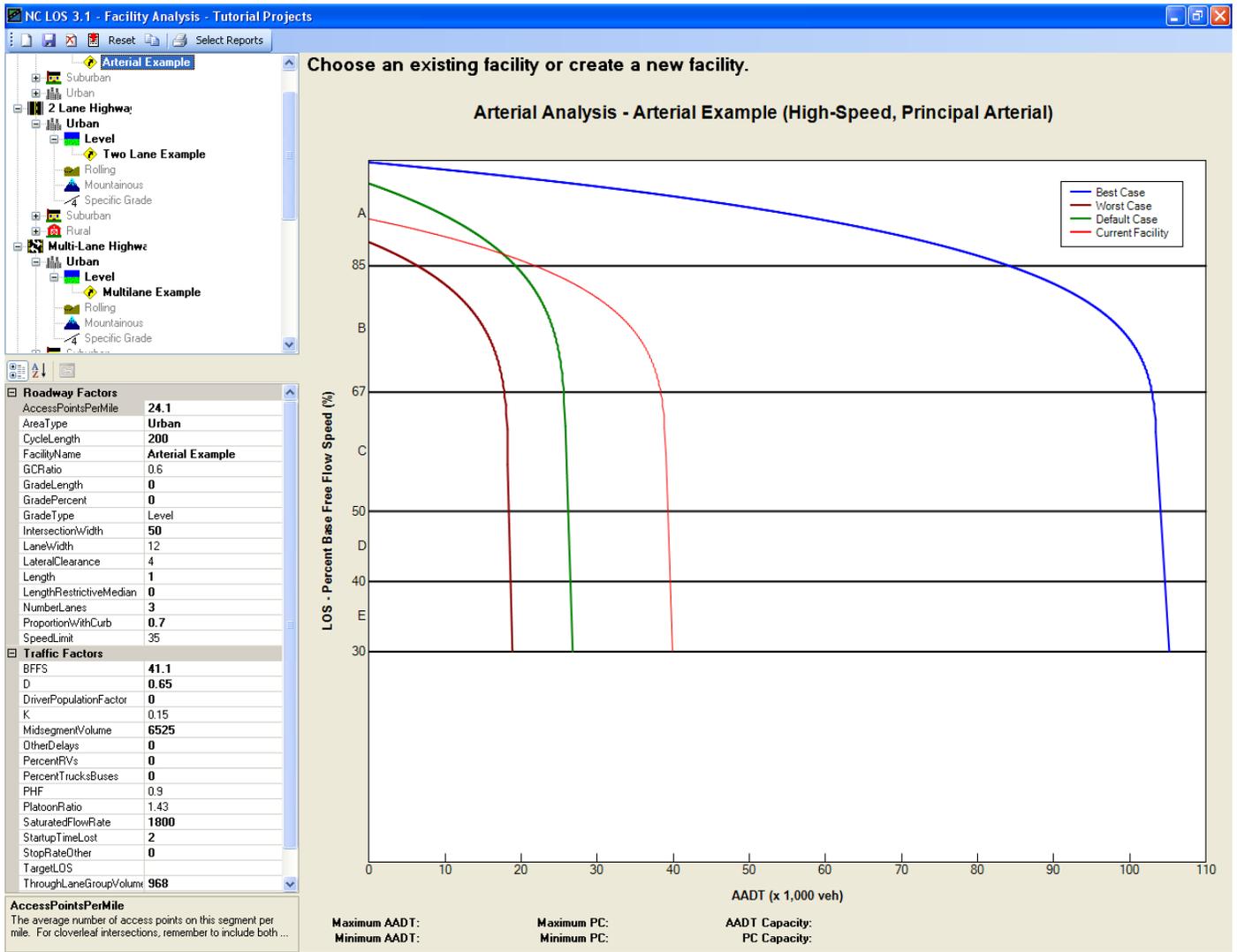
(Delete Facility Popup)

3	Click the YES button.	The project will disappear from the list.
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Chapter 3 Reports

Selecting and Previewing Reports

From the **Facility Analysis** window:



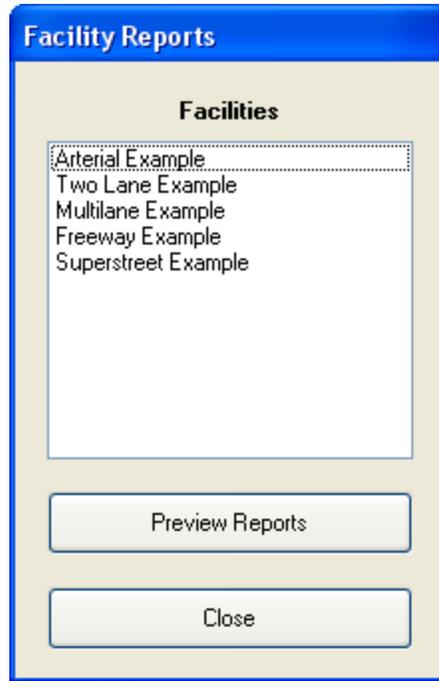
(Facility Analysis Window)

Step	Action	Result
1	Click the Select Reports button.	The Facility Reports dialog will appear.

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Selecting and Previewing Reports

(continued)



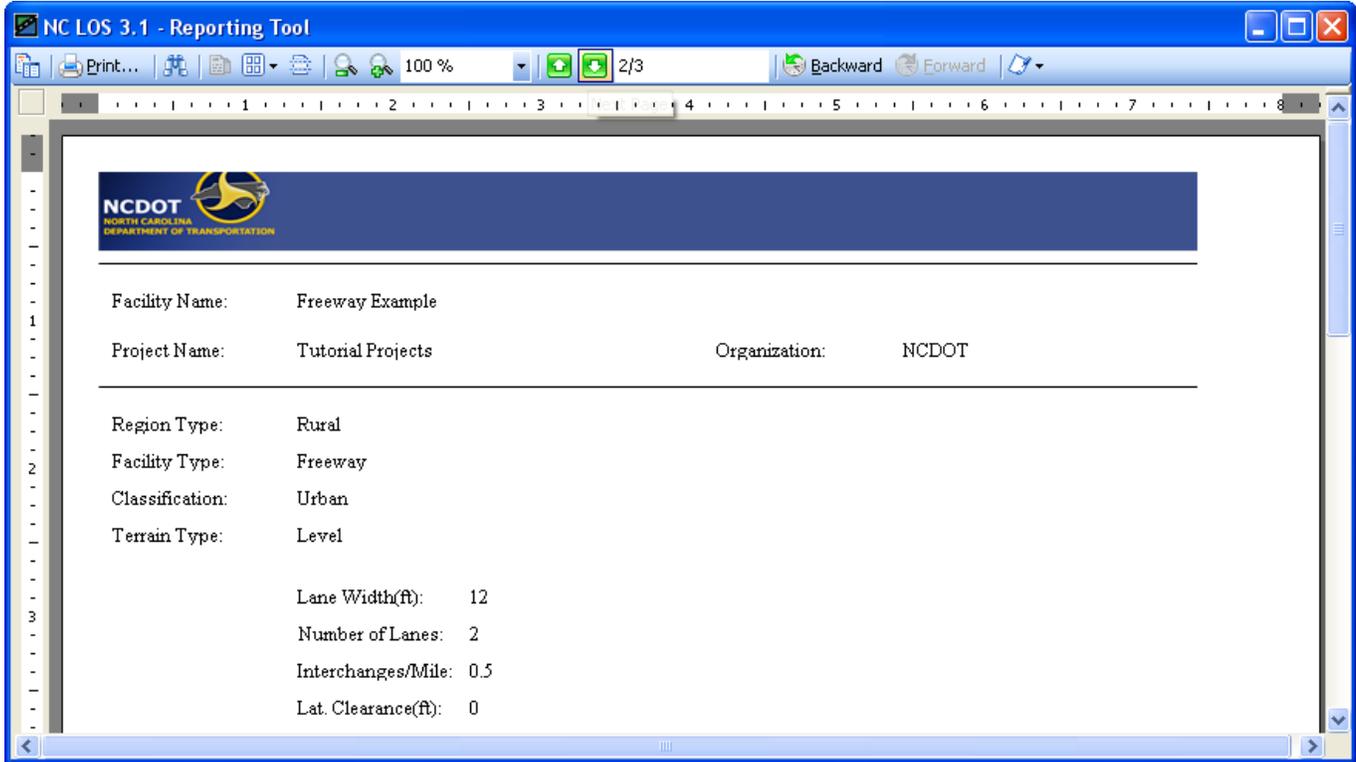
(Facility Reports Dialog)

<p>2</p>	<p>Select the report(s) you wish to view.</p> <p>NOTE: To select subsequent reports, hold down your ⇧ key and select the first, then the last in the list. To select individual reports, hold down your C key and select each report.</p>	<p>N/A</p>
<p>3</p>	<p>Click the PREVIEW REPORTS button.</p>	<p>The selected reports will appear.</p>

Continued on Following Page

Selecting and Previewing Reports

(continued)



(Reporting Tool Window)

The following toolbar will appear at the top of the window.

