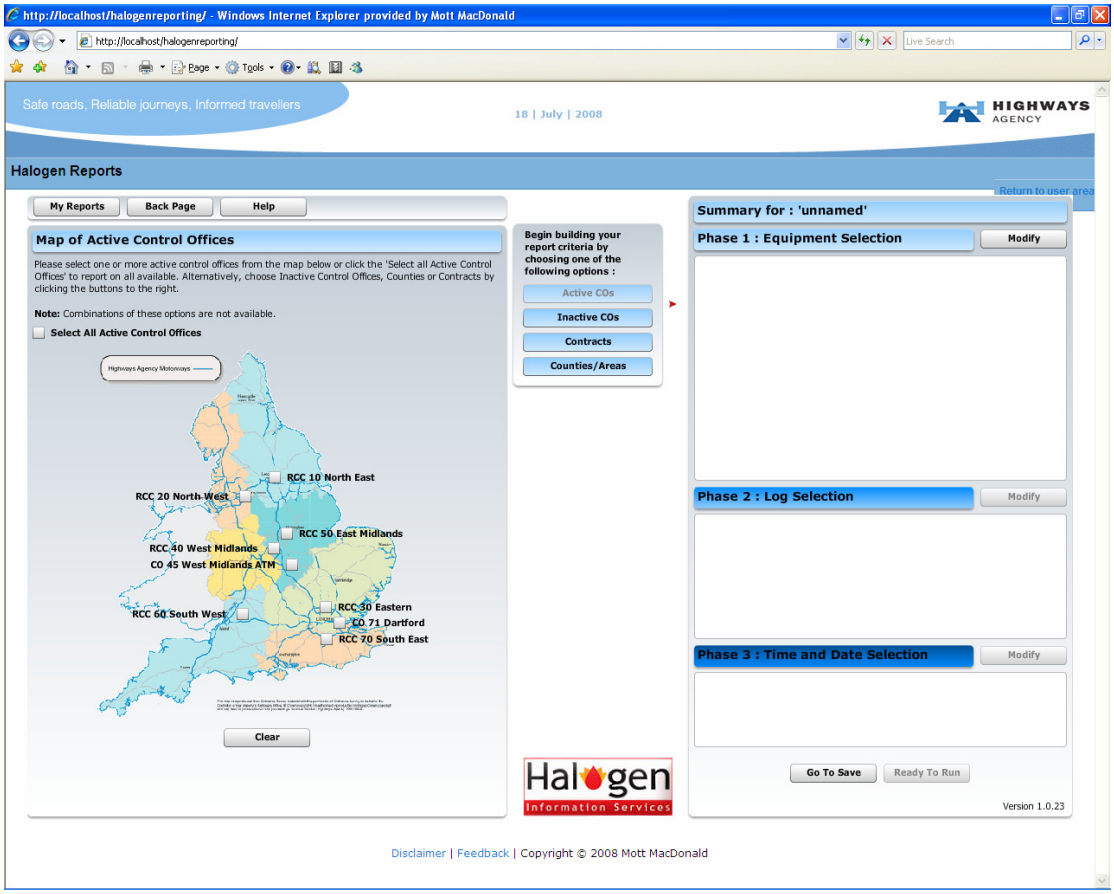
Highways Agency

Web Reporting

User Guide



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Web Reporting
User Guide

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1 Introduction

1.1 About this User Guide

This User Guide describes the functionality of Web Reporting and how to use it to access Halogen information.

1.2 Why should I use Halogen Web Reporting?

Halogen provides users with flexible access to stored log data. It:

- Allows users to build up criteria which will provide them with a report containing the required data.
- Is accessible via a standard web browser
- Is designed to be user-friendly
- Sends email alerts when reports are ready for download

1.3 How to become a Halogen Web Reporting user

1.3.1 Contact the Help Desk

To register as a Halogen user please contact the Mott MacDonald Help Desk. See Chapter 5 for details.

1.3.2 What information do I have to provide?

To become a user you will need to provide the following details:

- Name and contact details
- The reason access to Halogen is required.

1.3.3 Are any approvals required?

The Highways Agency must approve all Halogen users.

1.3.4 What happens then?

Once your registration has been approved you will be provided with a Halogen user name and password.

2 Using Web Reporting

2.1 How to access Web Reporting

Web Reporting can be accessed via the user area of www.halogenonline.co.uk (the user area is accessed by logging into Halogen Online with your username and password) and clicking on the Web Reporting button.

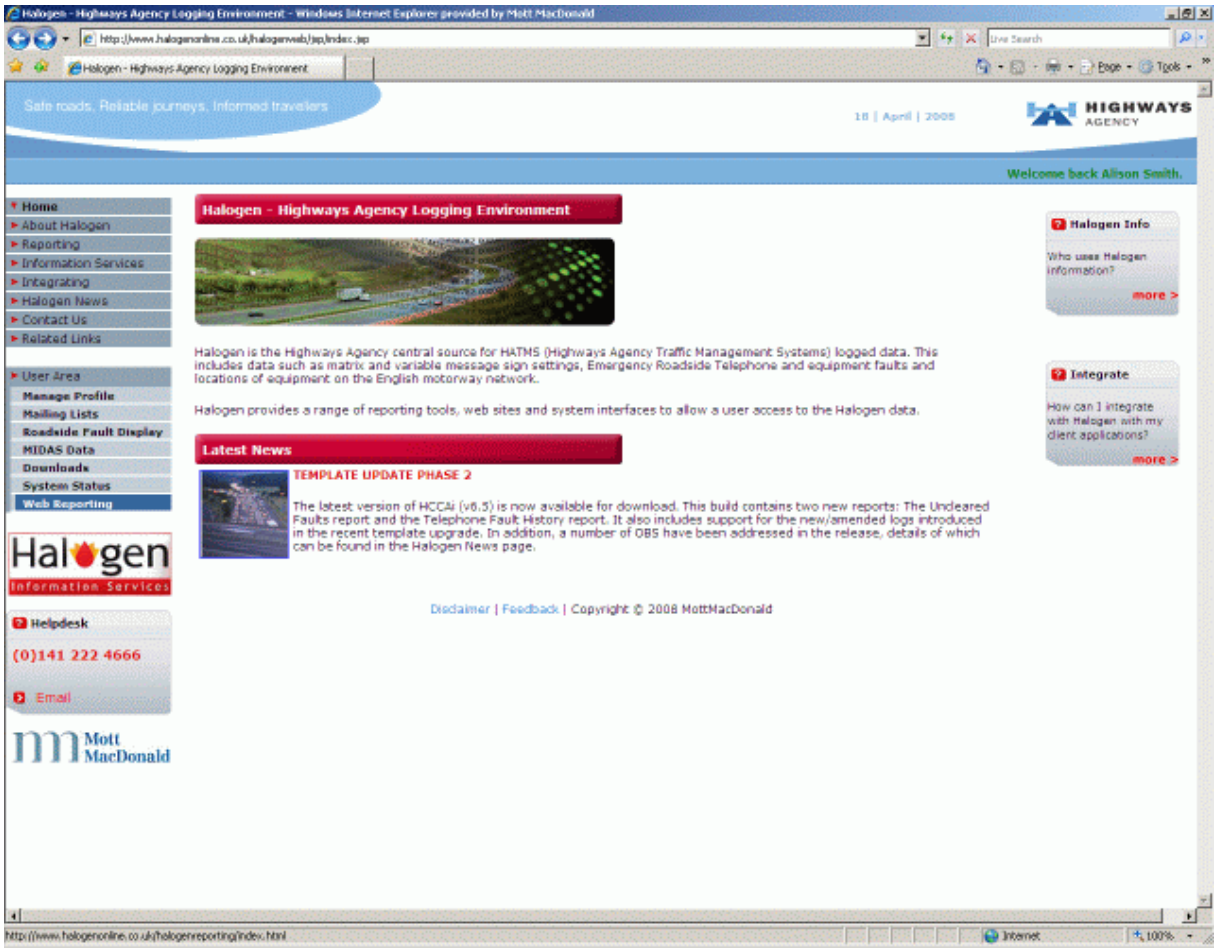

Figure 1 – Accessing Web Reporting via Halogen Online

2.2 Web Reporting basics

Web Reporting utilises the Adobe Flex 2.0 software which requires Adobe Flash Player 9.0 or above be enabled. The optimum screen resolution for viewing Web Reporting is 1280 x 1024. It will support all resolutions, but the page structure and positioning may not be as clear as on the higher resolution.

On the first visit to Web Reporting or when no reports have yet been run, a landing page with a help diagram for building basic reports will be displayed. (It may be the case that some users will need to activate the Flash Player. This can be done by clicking the page and then selecting the buttons for use as normal.) The basic report diagram illustrates the buttons to use to create basic reports. Basic reports only require information to be selected/specified for 3 categories:

1) Select one from active CO's, Inactive CO's, Contracts or Counties/Areas

2) Select from either log types of log categories

3) Specify a date and time

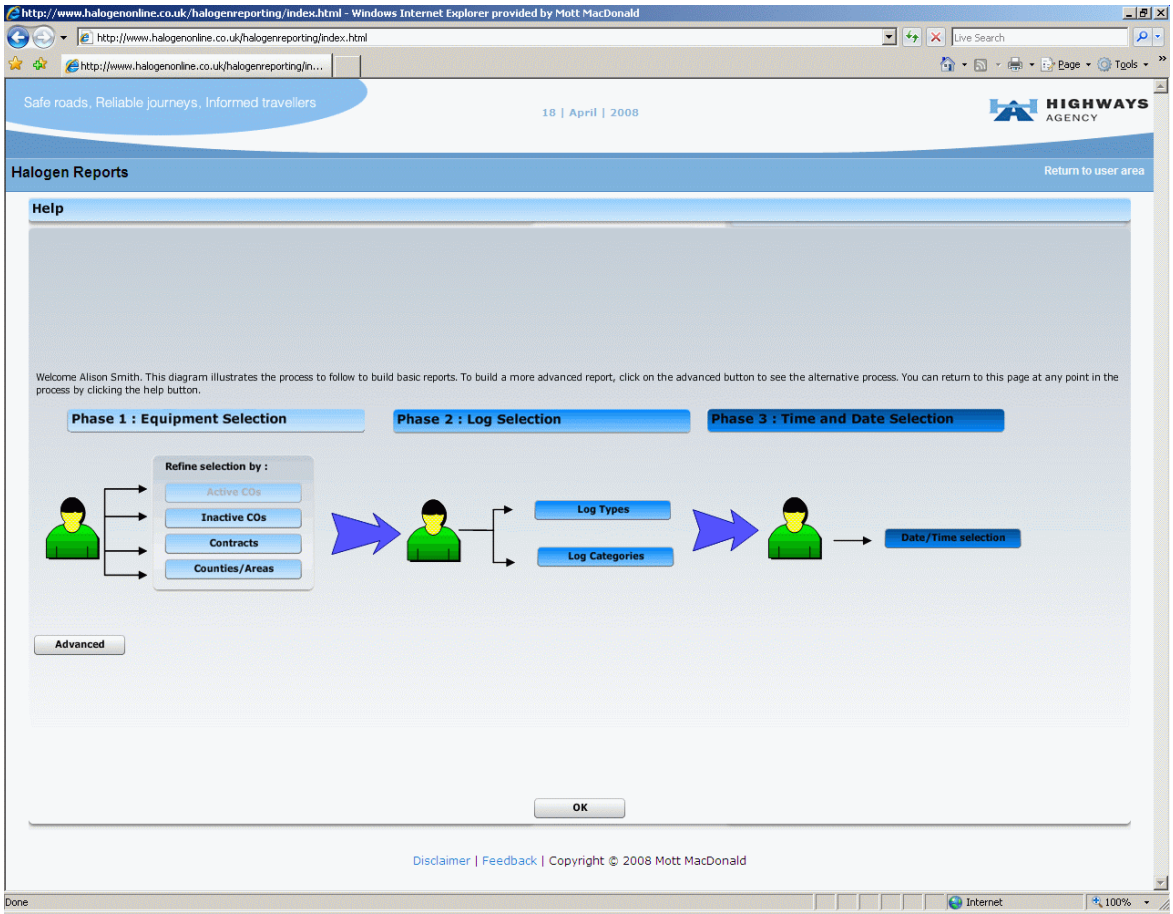

Figure 2 – Help diagram to build basic reports

Clicking the 'Advanced' button will display help on building up advanced criteria for reports. The advanced report diagram illustrates the optional buttons available to define more specific criteria. Advanced reports can define criteria by

1) Selecting one from active CO's, Inactive CO's, Contracts or Counties/Areas and also specifying a logging system if required.
2) Define criteria by equipment type, address range and/or equipment address.
3) Select from either log types of log categories (this will be dependent on which criteria were selected in point 2).
4) Specify fault log details, telephone log details or equipment log details. (Combinations of these are not available).
5) Specify a date and time.

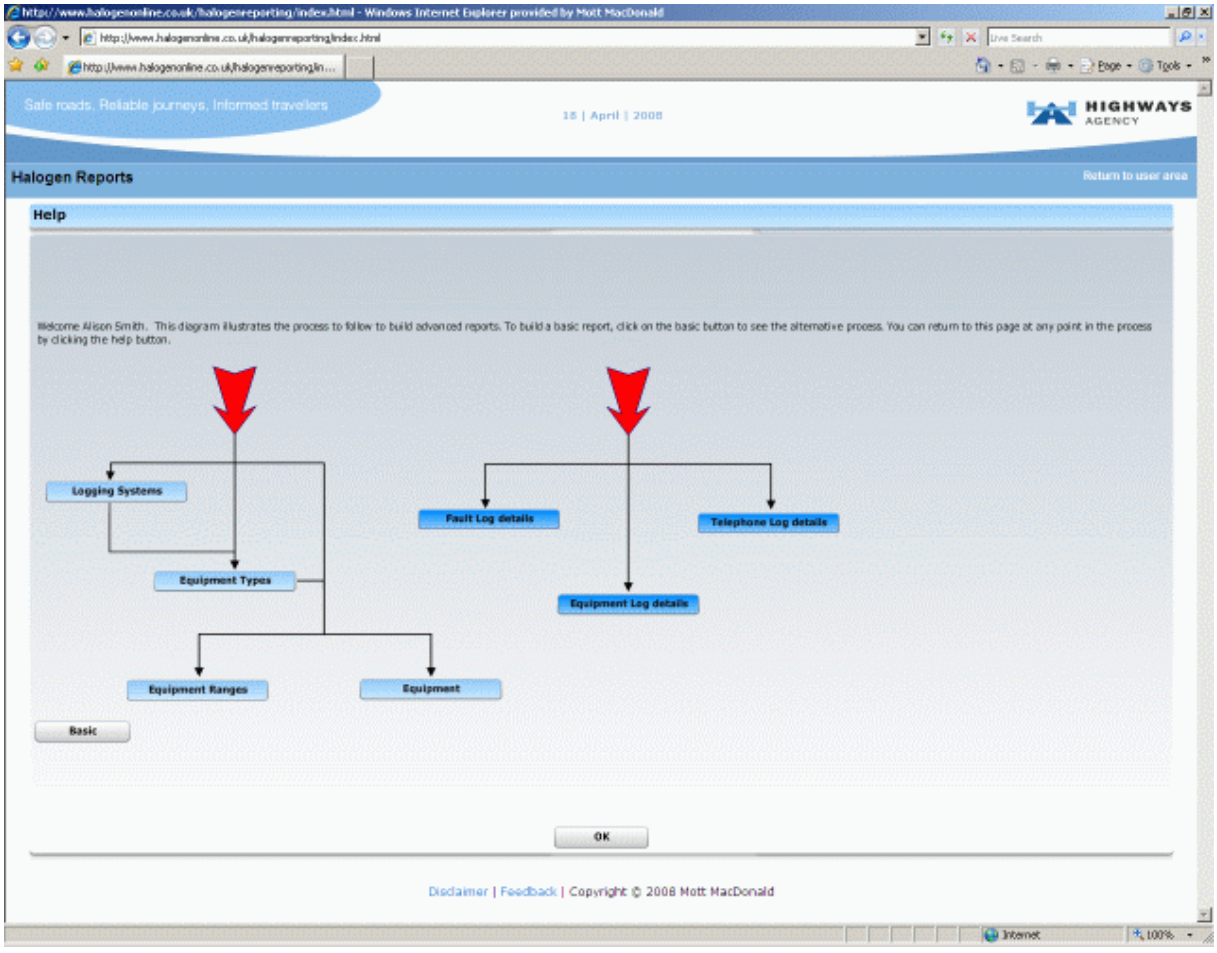

Figure 3 – Help diagram to build advanced reports

N.B. As soon as a report has been saved, the default page will become the 'My Reports' page. The help diagrams can be accessed at any time by clicking the 'Help button'.

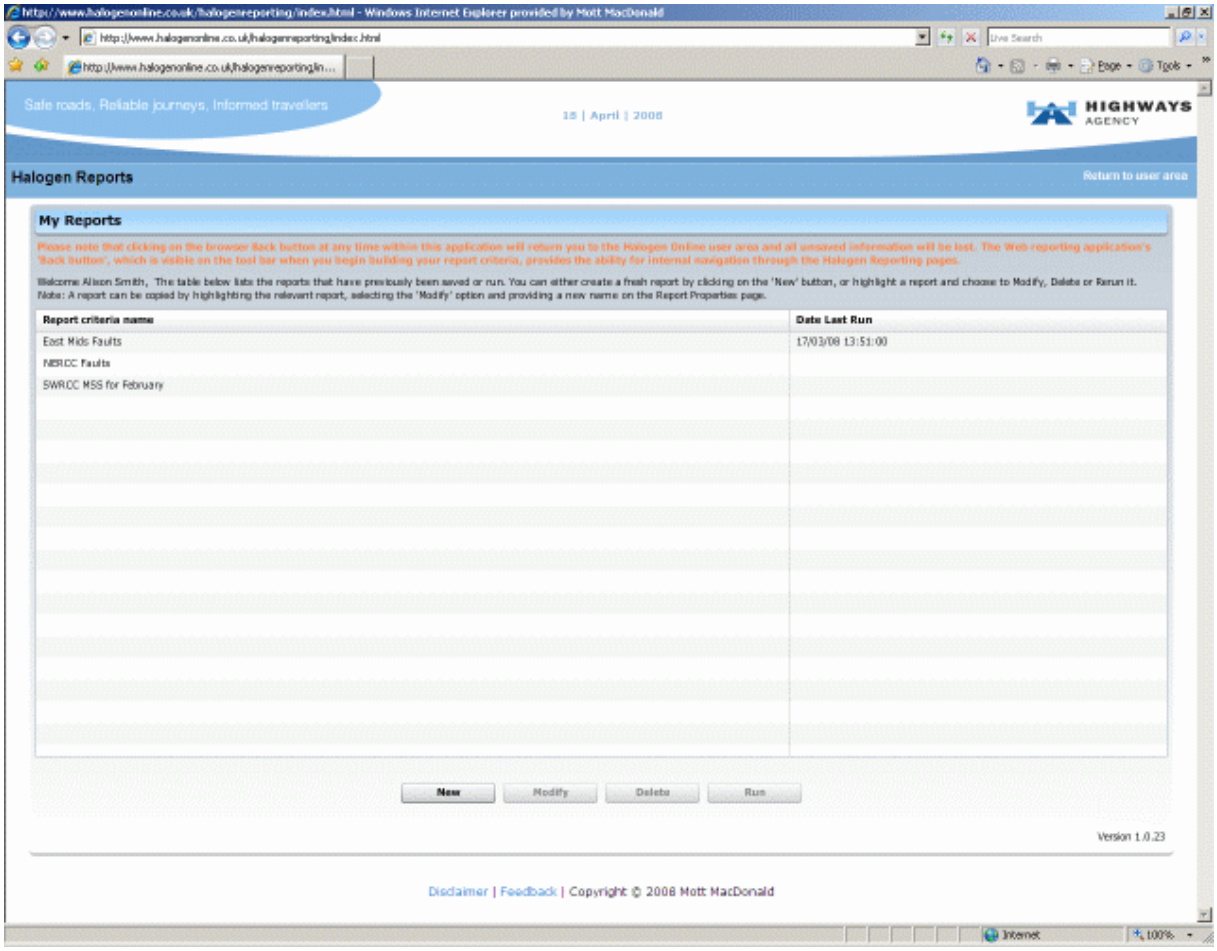

Figure 4 – My Reports page

2.3 Main Web Reporting function buttons and their uses

On the 'My Reports' page, a selection of function buttons are available.

New – By clicking on the 'New' button, a new report can be built.

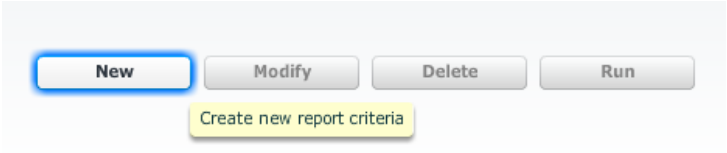

Figure 5 – Creating a New Report

Modify – By clicking on the 'Modify' button, an existing highlighted report can be modified. This modified report will overwrite the original report unless the modified report is renamed on the report properties page.

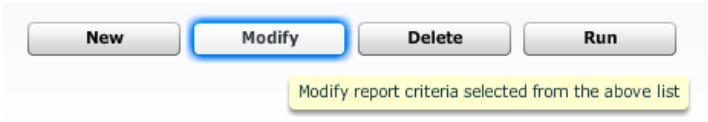

Figure 6 – Modifying an existing Report

Delete – By clicking on the 'Delete' button, the highlighted report in the 'My Reports' table will be deleted.

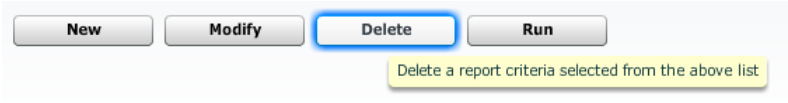

Figure 7 – Deleting an existing Report

Run – By clicking on the 'Run' button, the highlighted report will be run.

Figure 8 – Running an existing Report

N.B. When deleting reports, a confirmation page will be displayed which requests approval before deletion.

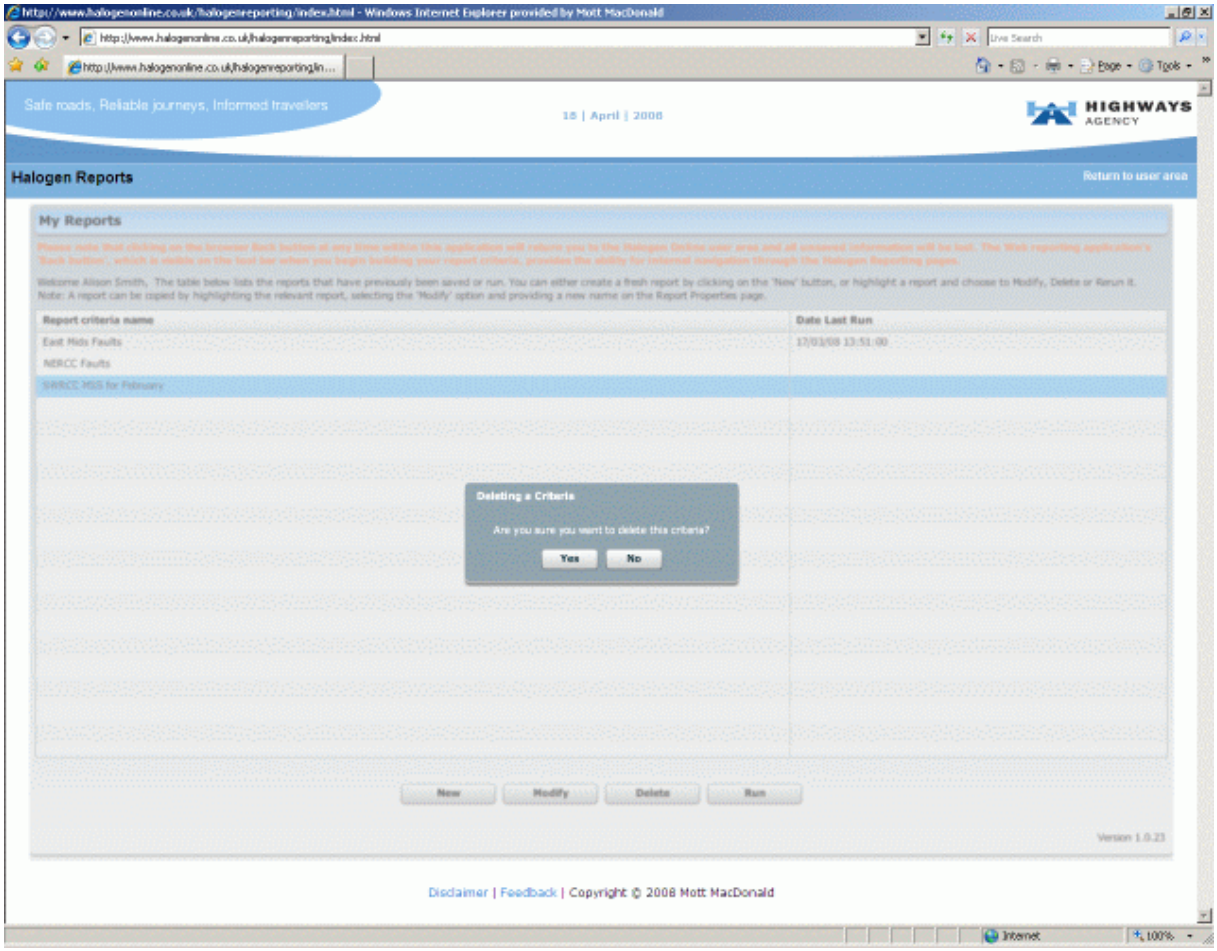

Figure 9 – Deleting criteria

At the top of criteria selecting pages are navigation buttons as shown below.

Figure 10 – Internal navigation buttons

Clicking the ‘My Reports’ will return the ‘My Reports’ page.

Clicking the ‘Back Page’ will return the previous page.

Clicking the ‘Help’ button will return the help diagram page.

3 Creating Reports

Users have the ability to build up their own reports rather than having to choose a report from a pre-defined selection. This allows users to have more control over the options and allows them to specify the criteria that will provide the exact information they require.

Halogen Web Reporting has been designed to build up criteria in 3 phases. The 3 phases being:

1) Equipment Selection

2) Log Selection

3) Time and Date Selection

Report criteria may be saved at any time throughout the process but to successfully submit a report all 3 phases (either following the basic route or the advanced route) must have been completed.

3.1 Phase 1 - Equipment Selection

3.1.1 Objectives

Phase 1 defines the control office(s) following the basic route, or if following the advanced route then it defines control office(s), logging systems, equipment types and ranges.

3.1.2 Basic criteria

When following the basic route to building report criteria, the only requirement in Phase 1 is to select one from active CO's, inactive CO's, Contracts or Counties/Areas. This selection is explained in more detail in section 3.3.1 Control Office Selection. When this selection has been made, it is possible to progress to Phase 2.

3.1.3 Advanced Criteria

When following the advanced route to building report criteria, there are several selections which can be made: Logging systems (explained in more detail in section 3.3.2 Logging System Selection), Equipment types (explained in more detail in section 3.3.3), Equipment Range (explained in more detail in section 3.3.4). When these selections have been made, it is possible to progress to Phase 2.

3.2 Phase 2 – Log Selection

3.2.1 Objectives

Phase 2 defines either log types or log categories following the basic route, or if following the advanced route then it defines fault log details, telephone log details or equipment log details. When these selections have been made, it is possible to progress to Phase 3.

3.2.2 Basic criteria

When following the basic route to building report criteria, choose to define by log type (explained in more detail in 3.3.4) or log category (explained in more detail in 3.3.9). It is not possible to choose from both log types and log categories. When this selection has been made, it is possible to progress to Phase 3.

3.2.3 Advanced criteria

When following the advanced route to building report criteria, it is possible to further define criteria from the log types and log categories selection by filling in the Fault log details page (explained in more detail in 3.3.6), Telephone log details page (explained in more detail in 3.3.7) and equipment log details page (explained in more detail in 3.3.8). When these details have been provided, it is possible to progress to Phase 3.

3.3 Phase 3 – Time and Date Selection

Phase 3 defines the time period of interest and is explained in further detail in section 3.4.10. For details on submitting reports, see section 3.5.

3.4 Criteria selection pages in detail

3.4.1 Control Office Selection

The first choice to make is which control office to look at. Combinations of Active CO's, Inactive CO's, Contracts and Counties/Areas are not possible e.g. if an Active control office is selected, the buttons will alter, disabling inactive control offices, contracts and counties/areas.

- To select an active control office from the map, tick the required control office or tick the 'Select All Active Control Offices' option. Active Control Offices are commissioned logging systems which are currently sending information to Halogen.

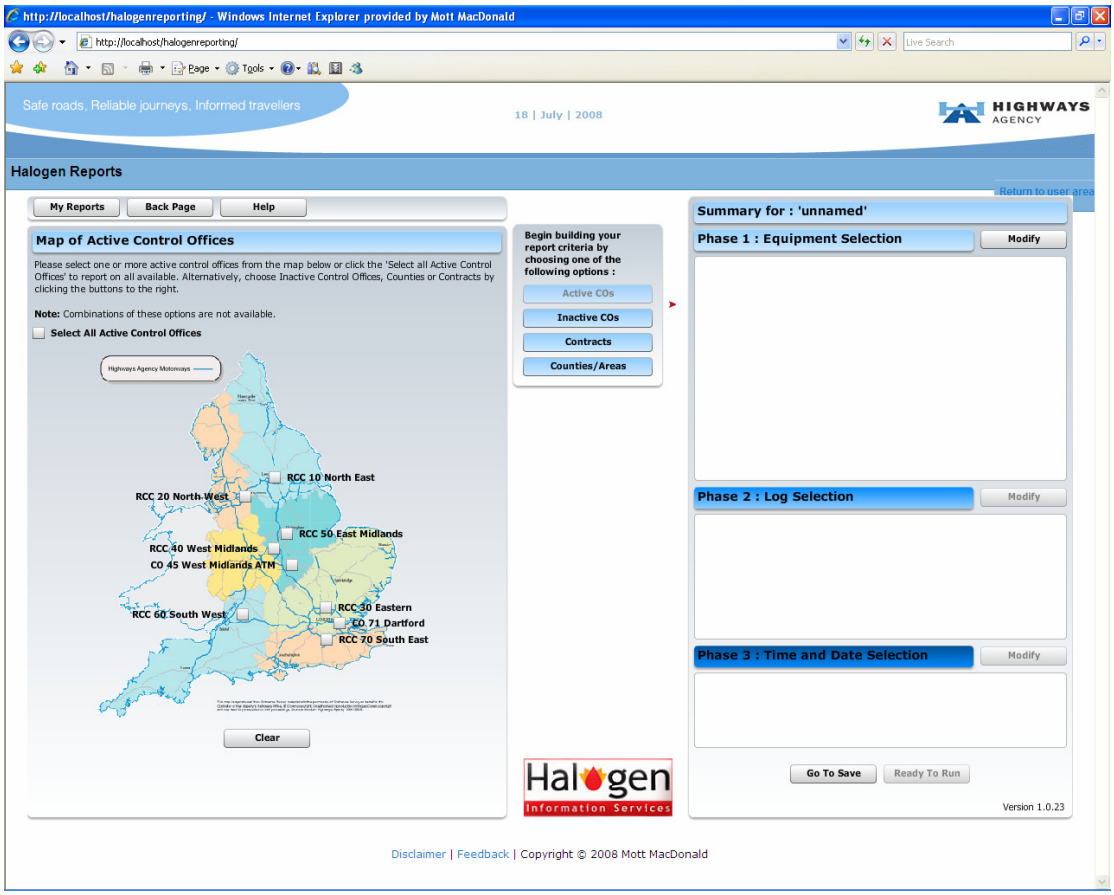

Figure 11 – Selecting an Active CO from the Map

This will result in the following buttons being displayed. Criteria can be defined by selecting options from the new buttons.

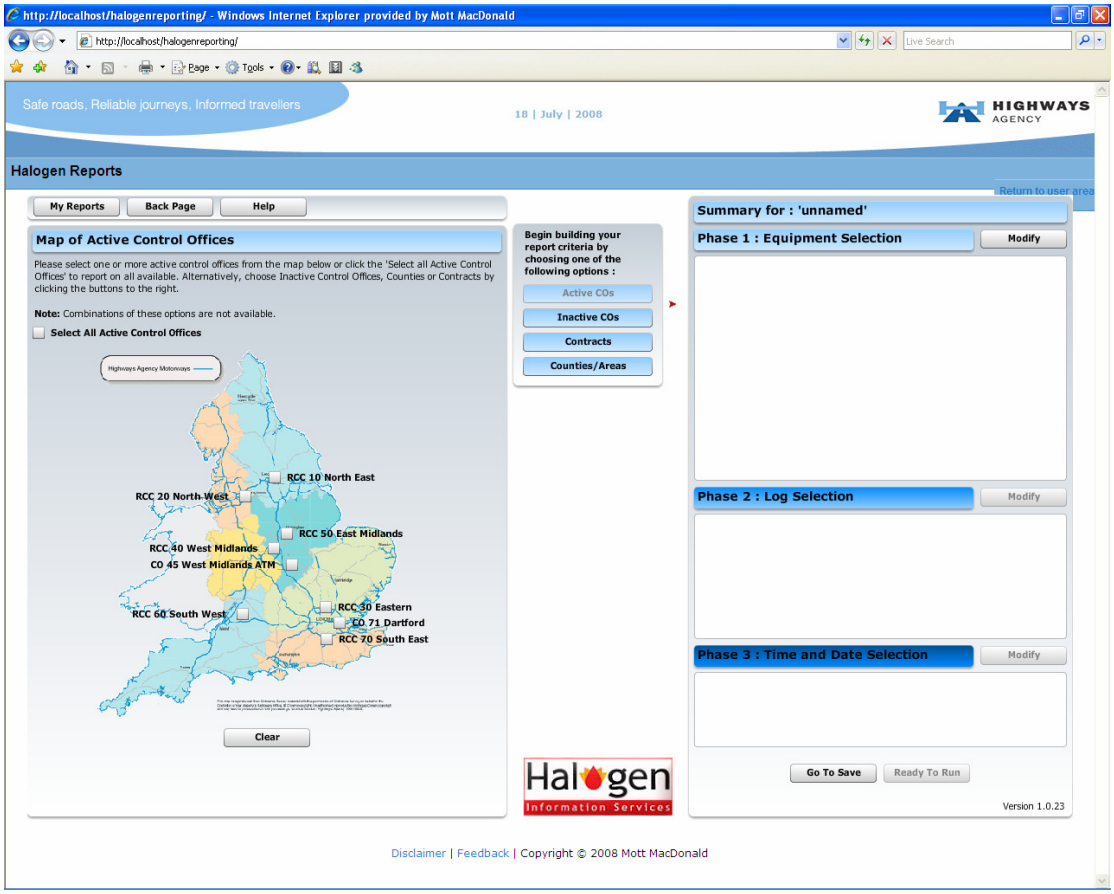

Figure 12 – Options activated by choosing an Active CO from the Map

OR

- Choose an inactive CO from the list by ticking the appropriate box. Inactive Control offices are decommissioned logging systems which have mostly been merged into Regional Control Centres (RCC's).

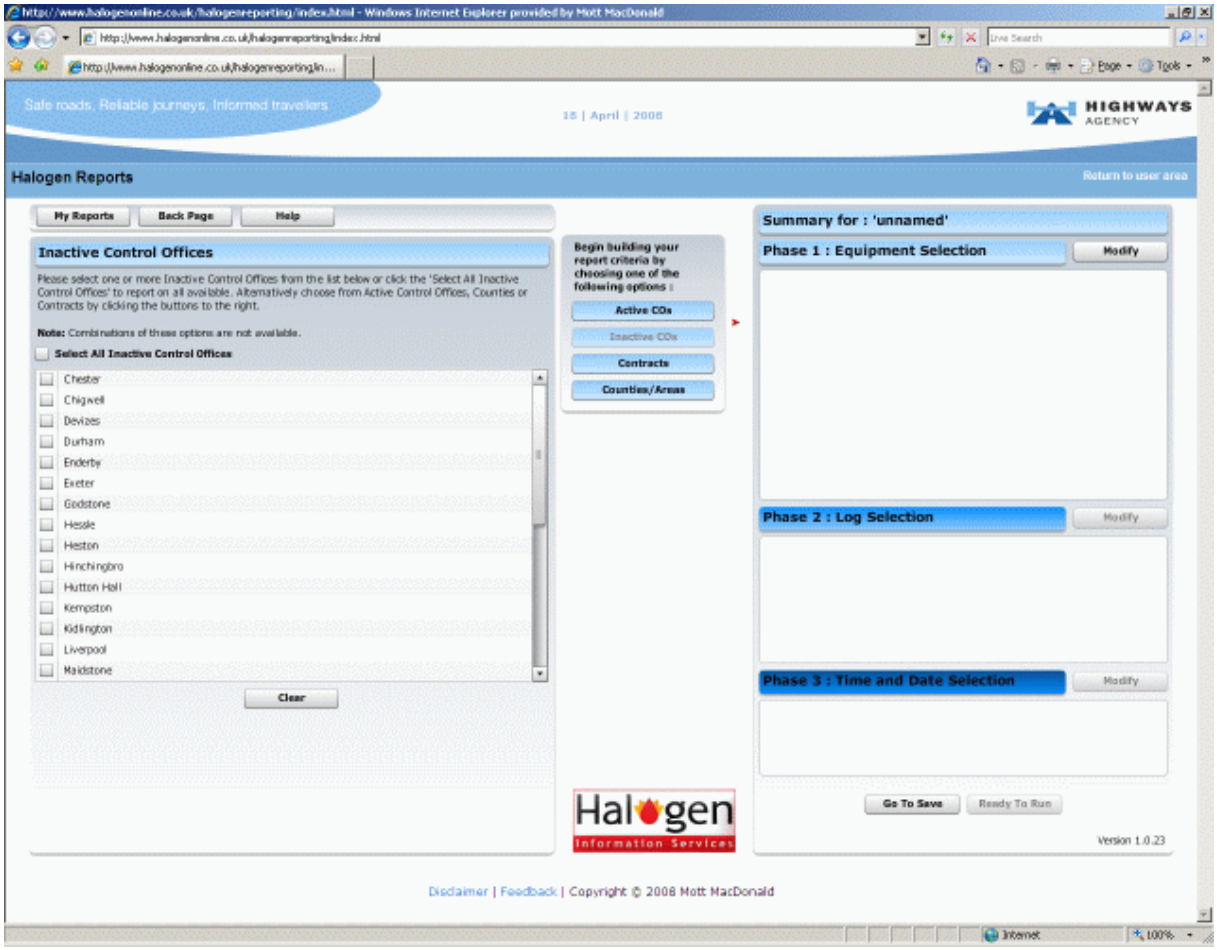

Figure 13 – Selecting an Inactive CO

This will result in the following buttons being displayed. Criteria can be defined by selecting options from the new buttons.

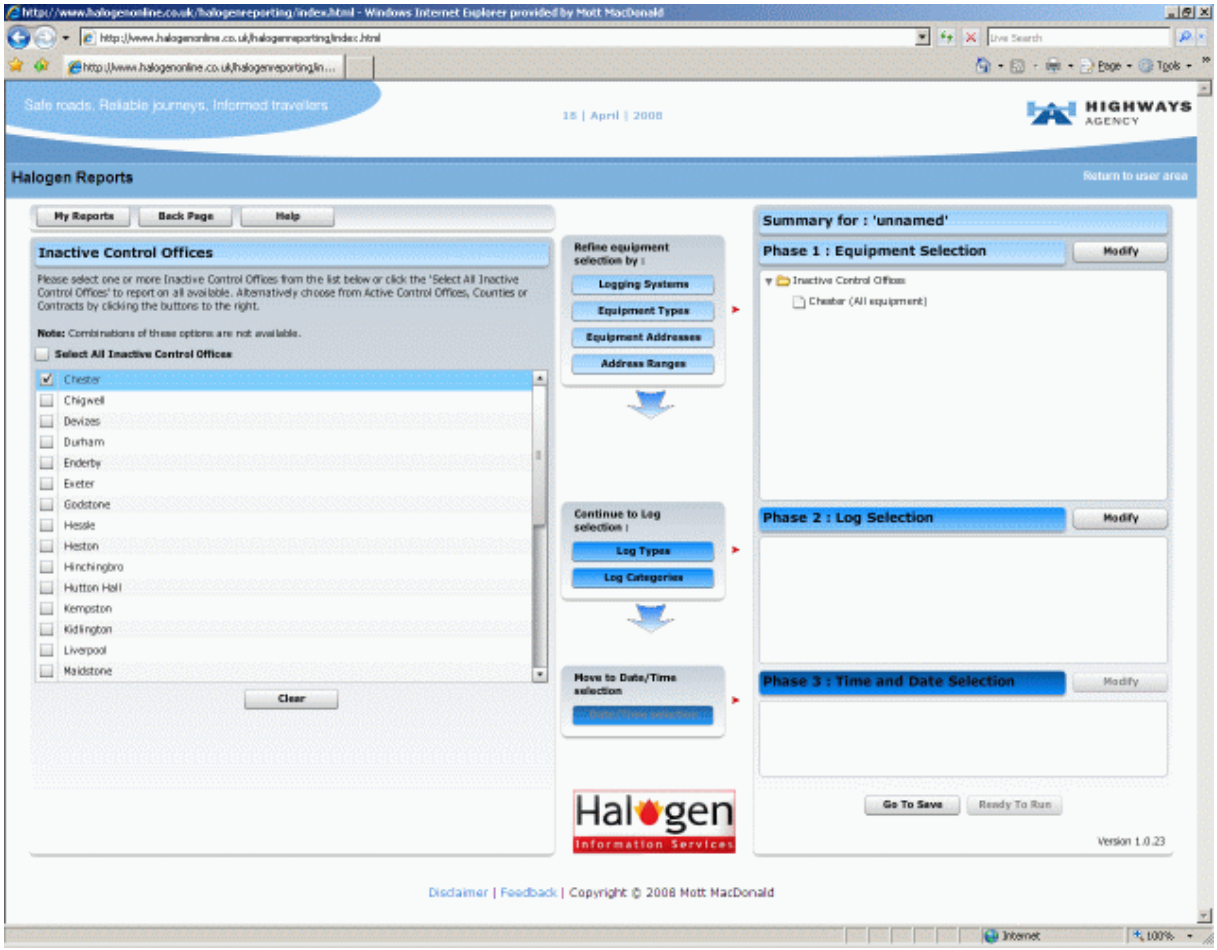

Figure 14 – Options activated by choosing an Inactive CO from a list

OR

- Choose the required area from a list by contract. Contracts have been defined by NOMAD.

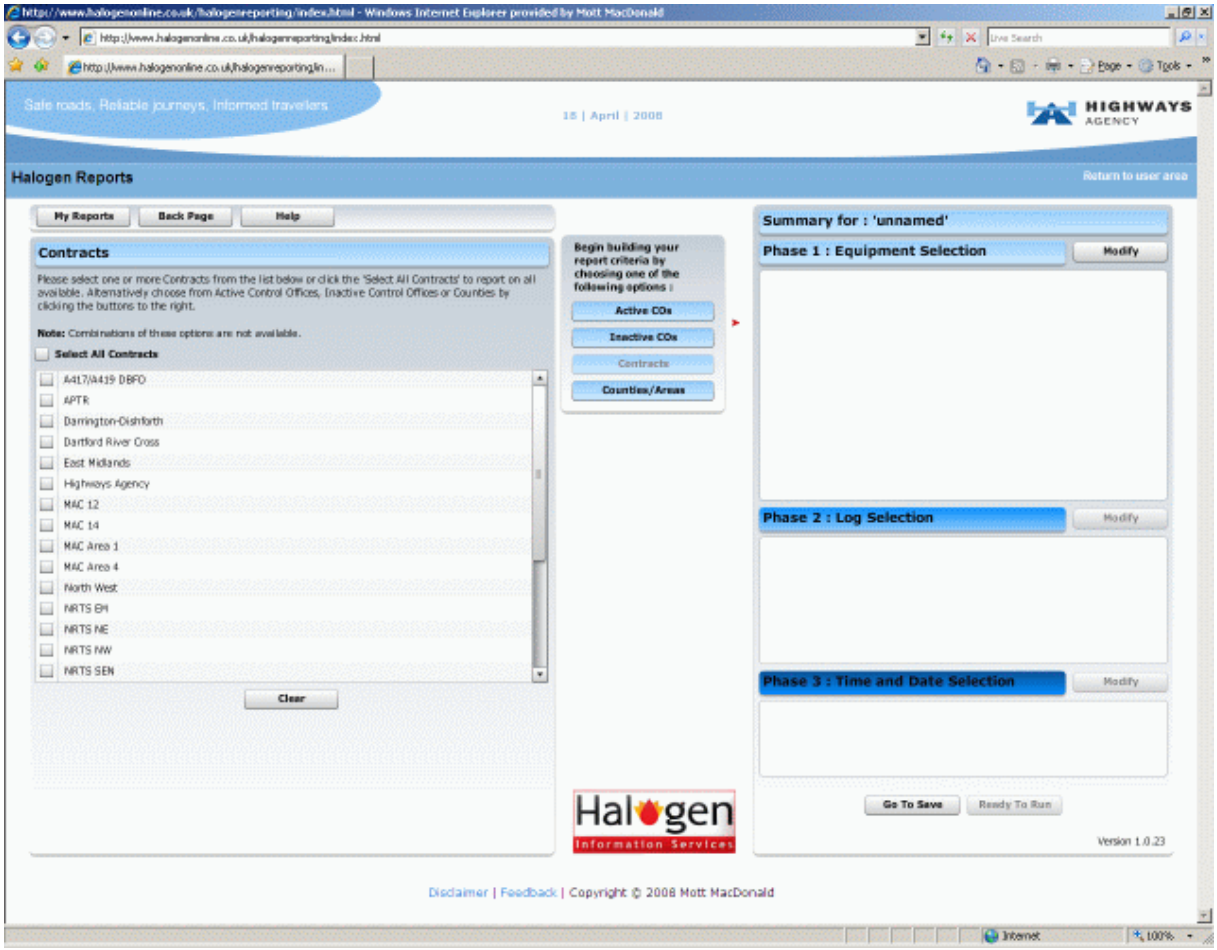

Figure 15 – Selecting by Contract from a list

This will result in the following options being displayed:

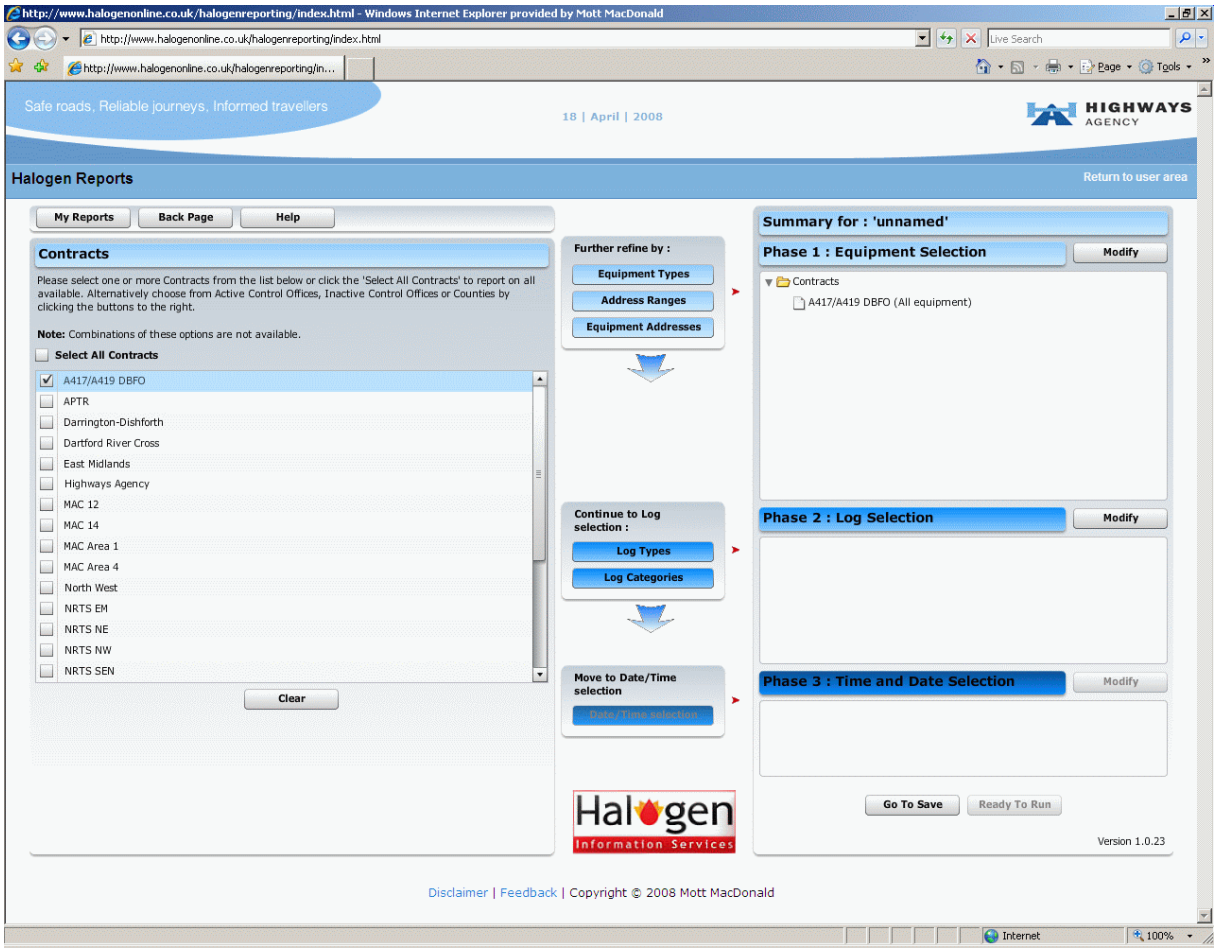

Figure 16 – Options activated by choosing a Contract from a list

OR

- Choose the required area by county/area.

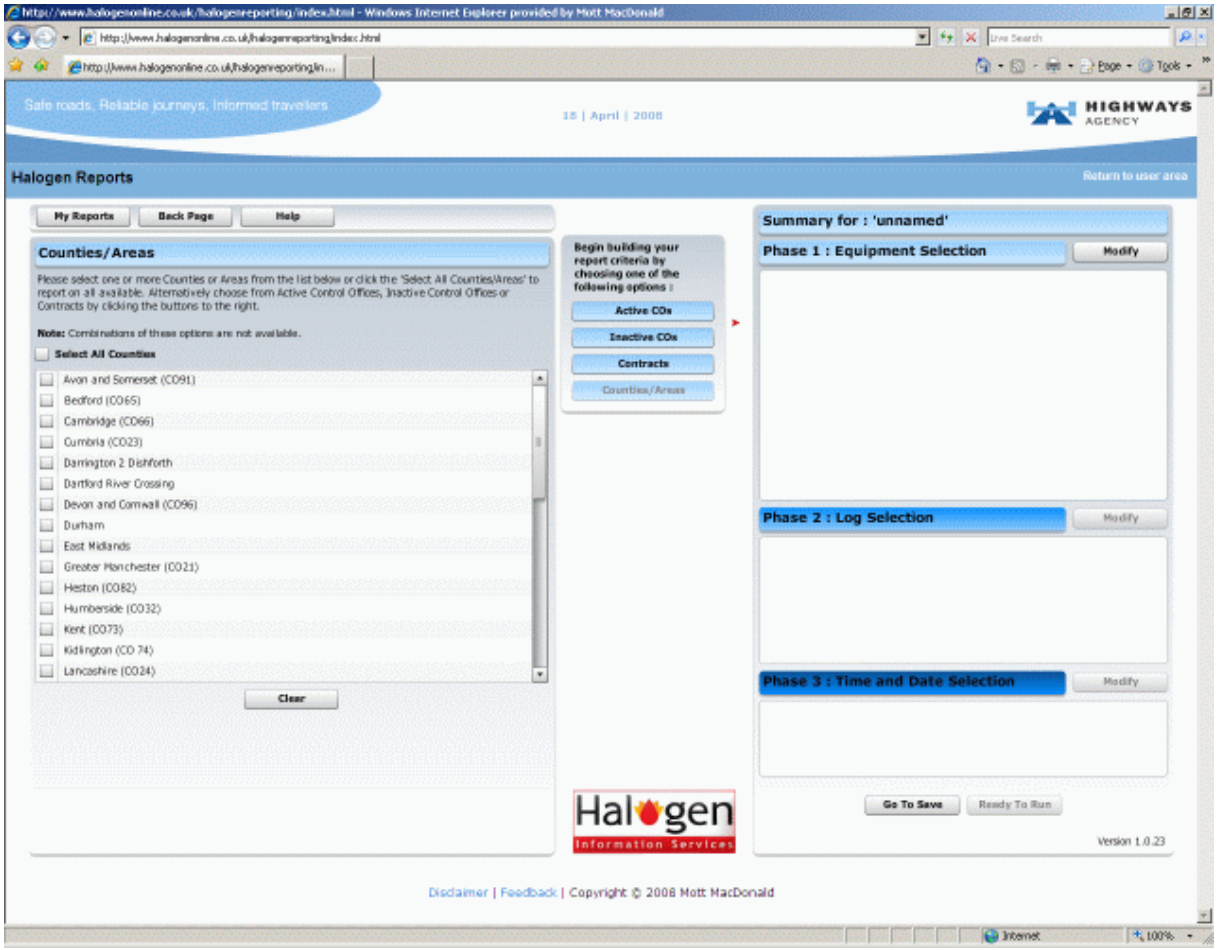

Figure 17 – Selecting from a list by county/area

This will result in the following options being displayed:

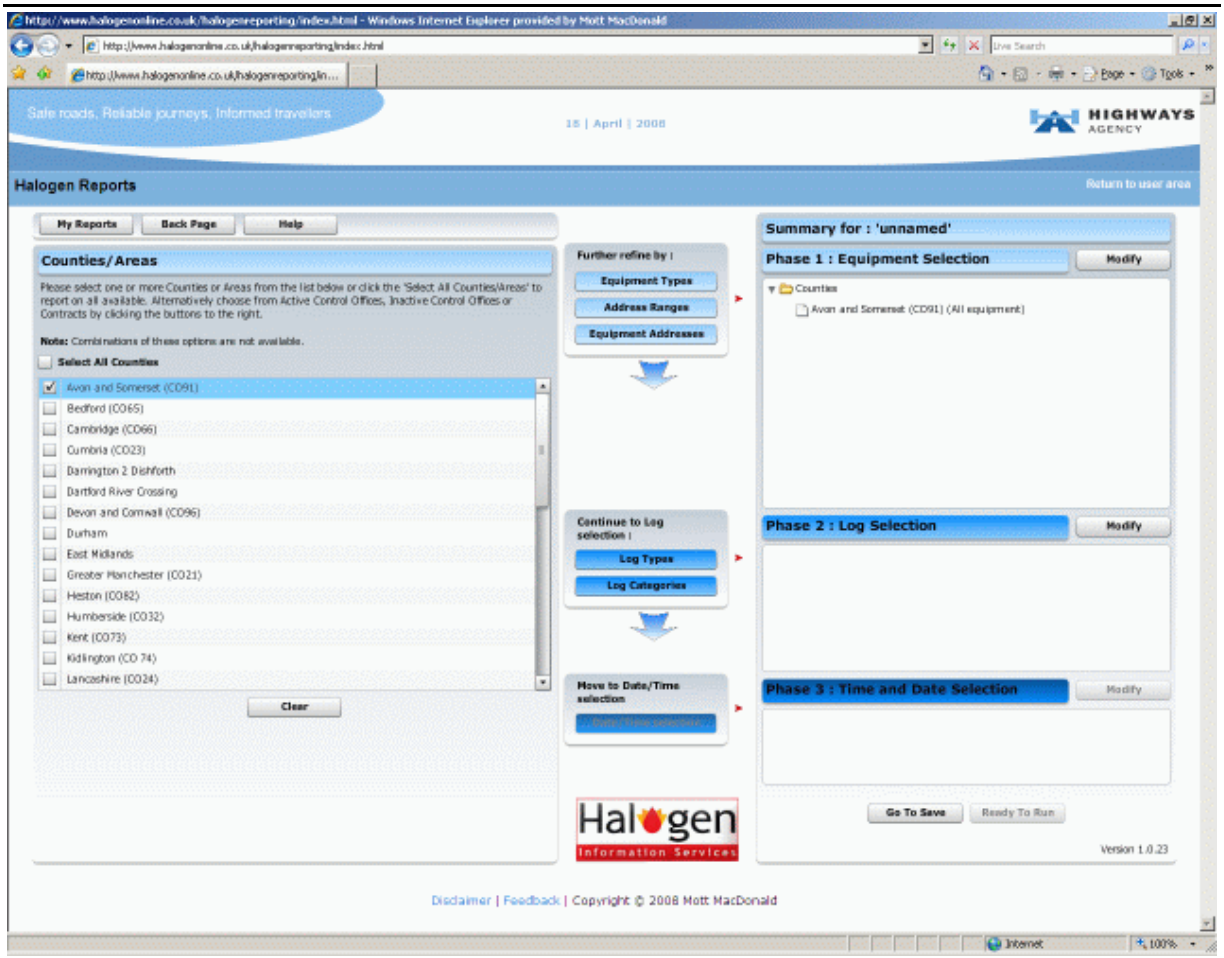

Figure 18 – Options activated by choosing a county/area from a list

3.4.2 Logging System Selection

This is an optional page which will only be reached when an active or inactive control office is selected. This page may be skipped to look at an active control office as a whole but to look at specific logging systems within an RCC that can be specified here. A new set of option buttons will be displayed for the user to continue building criteria from.

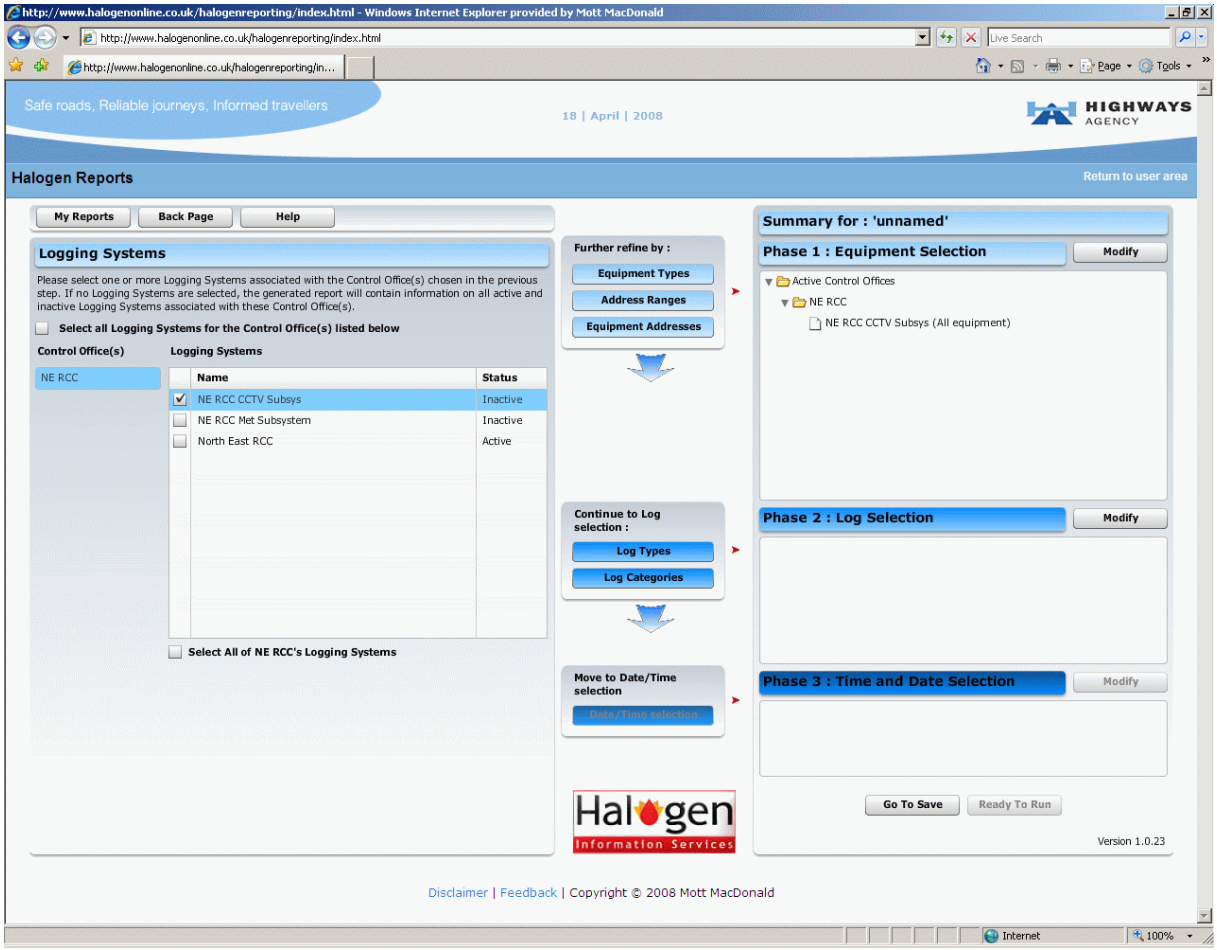

Figure 19 – Selecting logging systems and the options activated by doing so

3.4.3 Equipment Type Selection

From this section, equipment types from a subsystem can be selected. Ticking options will activate the buttons that users can continue to build their report criteria from.

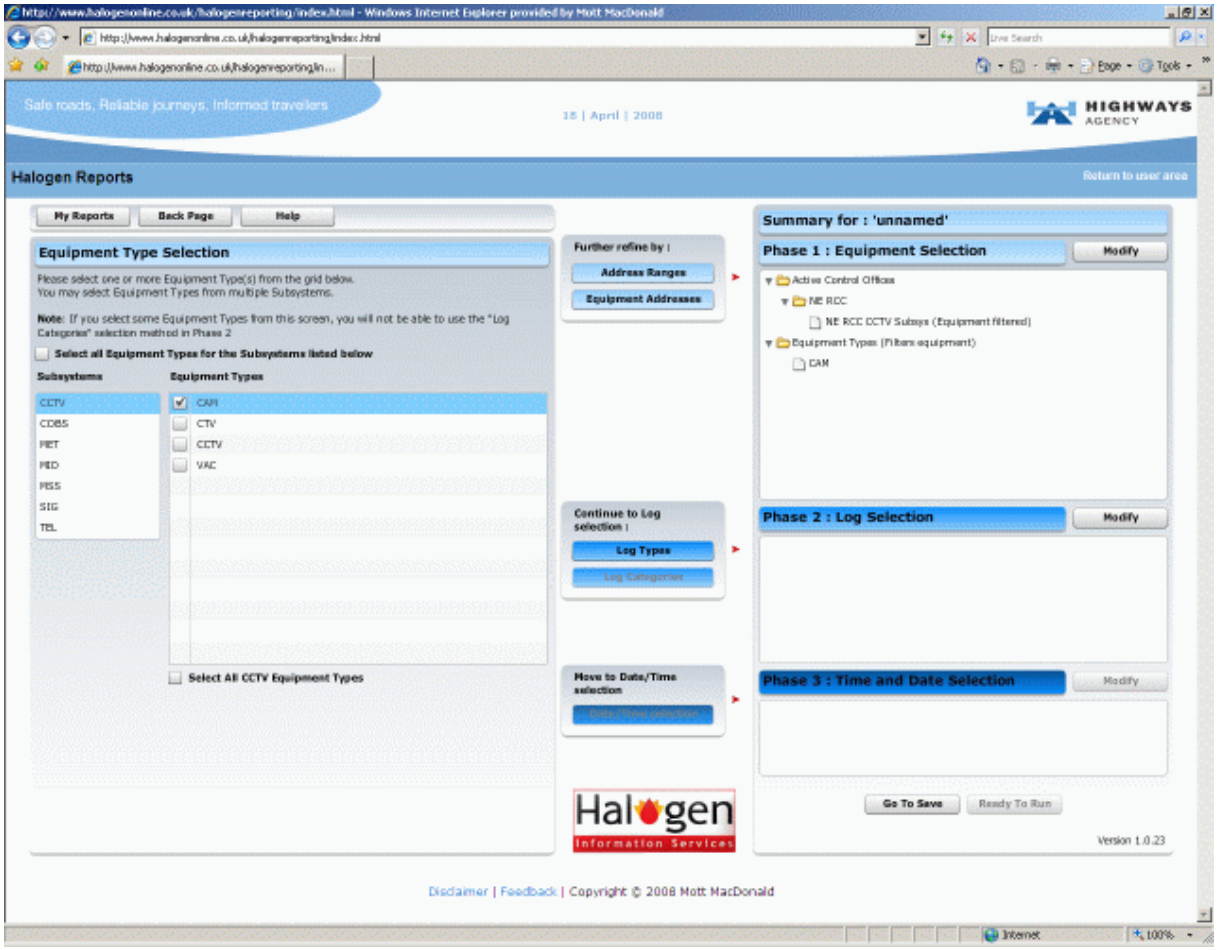

Figure 20 – Selecting from Equipment type and the options activated by doing so

3.4.4 Equipment Addresses Range

From this page the equipment address can be defined by electronic, geographic, telephone, or numeric by selecting an option from the dropdown menu. By hovering over the 'from' and 'to' boxes, a help box will appear displaying the correct format to enter the address in. Full descriptions are explained below:

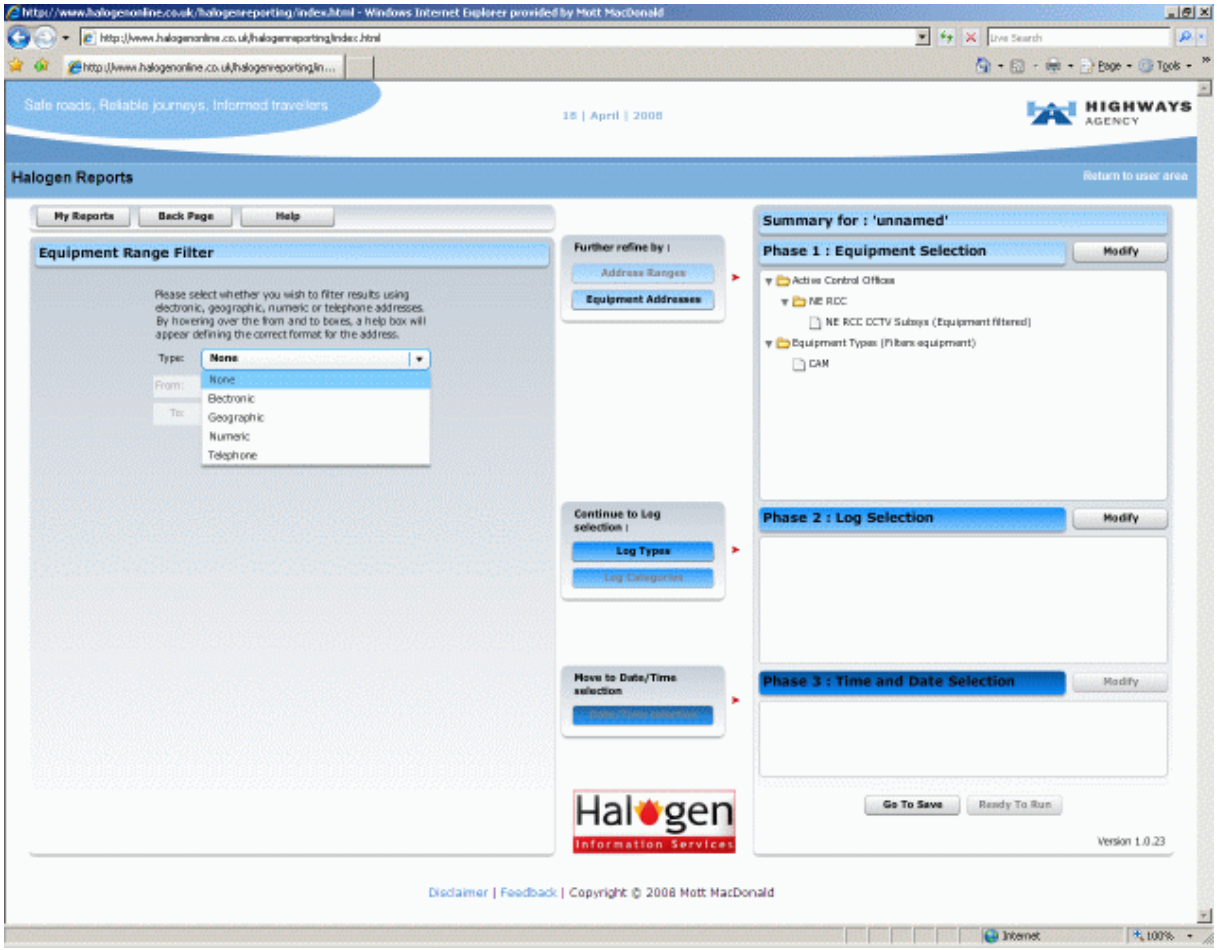

Figure 21 – Selecting equipment address ranges

Electronic address

To specify an electronic address search, select "Electronic" from the drop down.

Enter a start and/or end address to search on. Electronic addresses must be entered in the format (nnn/n/nnn/nnn) where n is a number between 0 and 7. To search for a specific address, the address must be entered into the start AND the end field. Whenever an electronic address is chosen by the user, default values will be automatically shown. If there is no value present the default start value is (000/0/000/000) and the end value is (777/7/777/777). These will always be the defaults unless a user specifies a different address. If both start and end values are left blank then ALL address types will be searched for.

Geographic address

To specify a Geographic address search, select “Geographic” from the drop down.

Enter a start address in the format “M25/1234A1”, where “M25” is the motorway and “1234”is the Longitudinal Location Start (or Marker Post From) and “A” is the carriageway and “1” is the Lane. There should be no spaces. The more data entered into the start field, the more specific the search will be. All data entered in the start field must contain a “/”. If only a motorway is specified in this field then the Longitudinal Location start value will default to ‘0000’. Specify the end of your search by entering a Longitudinal Location end value (please note this must be of the format nnnn, where n is a number between 0 and 9). This will be set to default value ‘9999’ if no user value is present. If no Motorway value is specified then ALL address types will be searched for.

Telephone address

To specify a telephone address search, select “Telephone” from the drop down.

Enter a start and end address to search on. Formats for this address are as follows and a help box is available for reference whilst using this report:

Telephone Equipment : n/nnn/n or nnn/n

Responder Equipment : n/nnn

TLC Equipment : n/n

Sector & Block Equipment : n/nn

where n is a number between 0 and 7. To search for a specific address, the address must be entered into the start AND end field. Whenever this address type is chosen by the user default values will be automatically shown. If there is no value present the default start value is (0/000/0) and the end value is (7/777/7). These will always be the defaults unless a user specifies a different address. If both start and end values are left blank then ALL address types will be searched for.

Numeric address

To specify a numeric address search, select “Numeric” from the drop down.

Enter details for ‘Start’ and ‘End’ for all numeric addresses (e.g. OIF addresses, Sector Switch addresses). Whenever this address type is chosen by the user default values will be automatically shown. If there is no value present the default start value is 000 and the end value is 999. It is recommended that equipment type is also supplied. If both start and end values are left blank then ALL address types will be searched for.

3.4.5 Log Type Selection

From this page the required log types can be selected.

To specify log state types, check one or a combination of the three options: Valid, Invalid, and/or Suspended

The relevant log details button will be highlighted in the centre of the page when the log type selection has been made. For example, checking the FLOG sub types will highlight the fault log details button, indicating that you can proceed to this page if you wish to refine your selections any further. Multiple types of refining cannot be made in parallel, for example telephone log details cannot be specified in the same report as fault logs are. Therefore, if invalid combinations of log types are selected, the ability to refine this further will be deactivated, meaning the buttons will not be available.

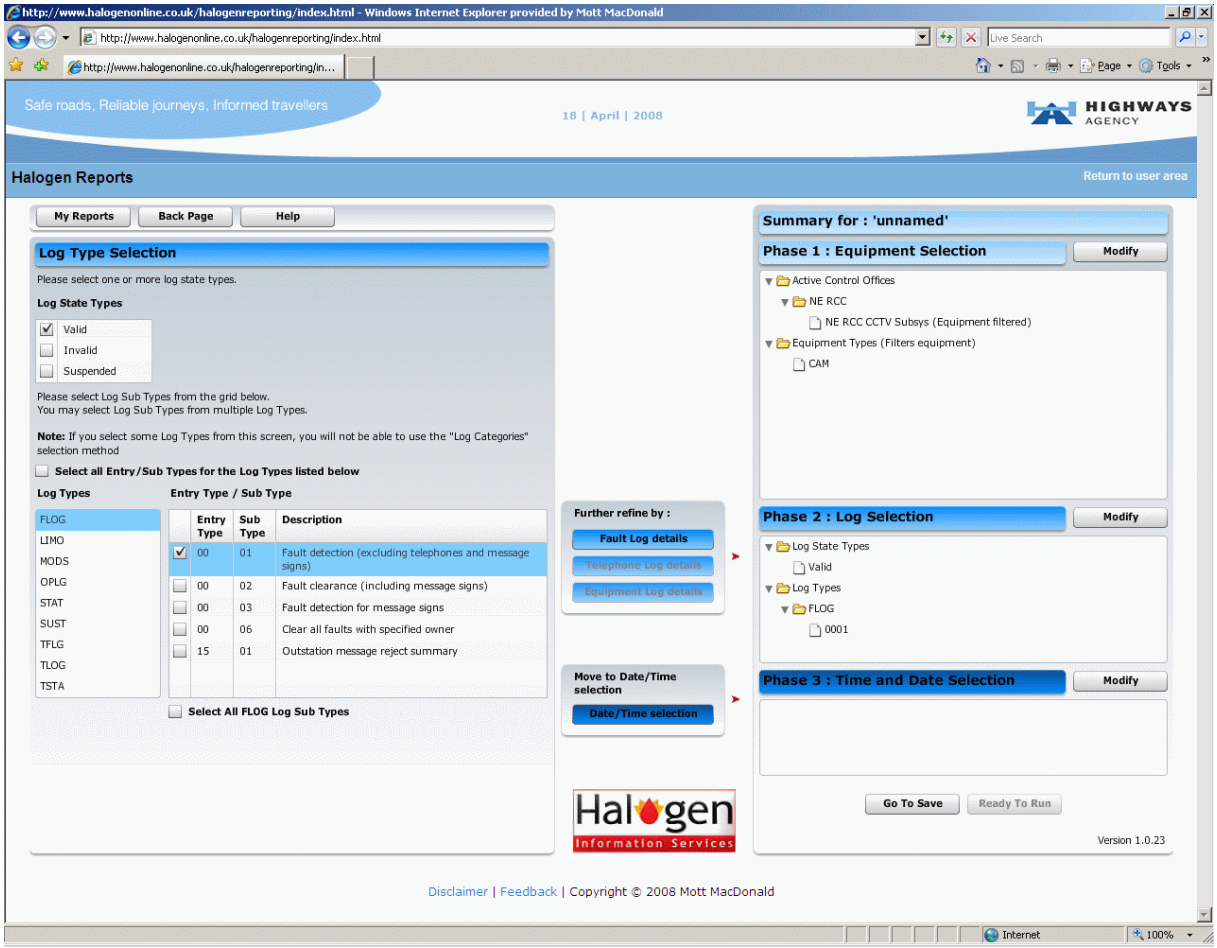

Figure 22 – Selecting log types and the options activated by doing so

3.4.6 Fault log details

This page will only be displayed when a corresponding option from the log types page has been selected. Fault type can be specified as Hard, Inter or both. Cleared, Uncleared faults or both can be specified. If choosing cleared, the clearance method can be chosen (auto, manual or normal) from the dropdown. Fault count range allows a minimum and a maximum number of faults which occur within the time specified in the duration field to be set.

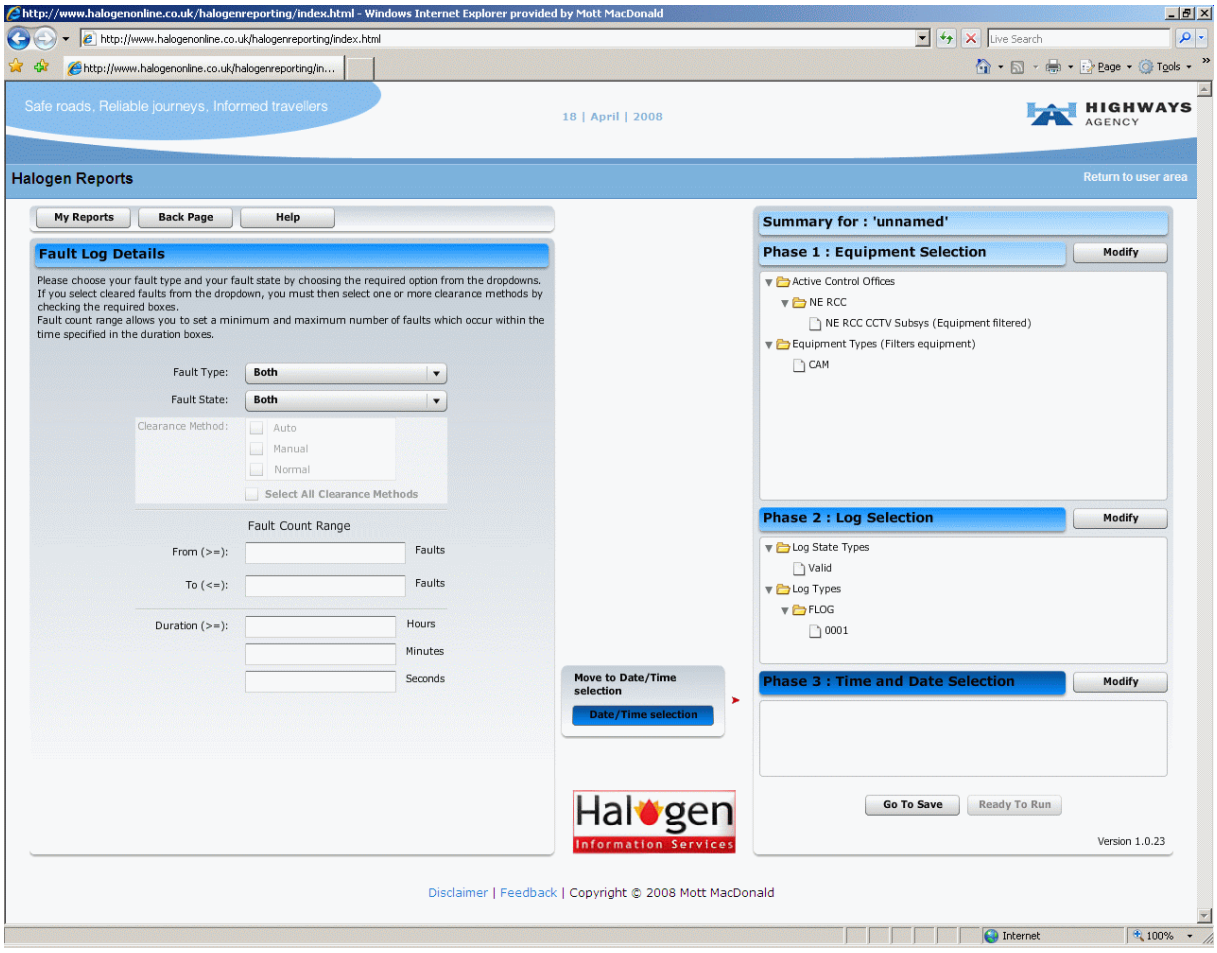

Figure 23 – Fault log details

3.4.7 Telephone log details

This page will only be displayed when a corresponding option from the log types page has been selected. The call types available for selection are explained below:

1) **Invalid** refers to calls identified as being either Call Duration < 0 seconds or time to answer < 0 seconds.

2) **Normal** refers to calls that fall into none of the other categories.

3) **Overlong answer** refers to calls where time to answer is greater than 1 hour and call duration is greater than 0 seconds.

4) **Overlong duration** refers to call durations that are greater than 3600 seconds.

5) **Unanswered calls** can be identified in two ways. The first is a setting of 'UNANSWERED' in the unanswered field. The second is where the call has not been picked up, thus is unanswered.

6) **Unclassified** refers to calls which have been returned during the day but will not be classed into one of the above categories until that evening.

Direction of the calls – Choose from Incoming Only or Outgoing only or BOTH.

Time to answer – time taken to answer the call.

State the Duration – Duration of the call.

Select the Operator Shift – Select the operator shift of interest from Morning, Afternoon, Evening or choose All by ticking the boxes.

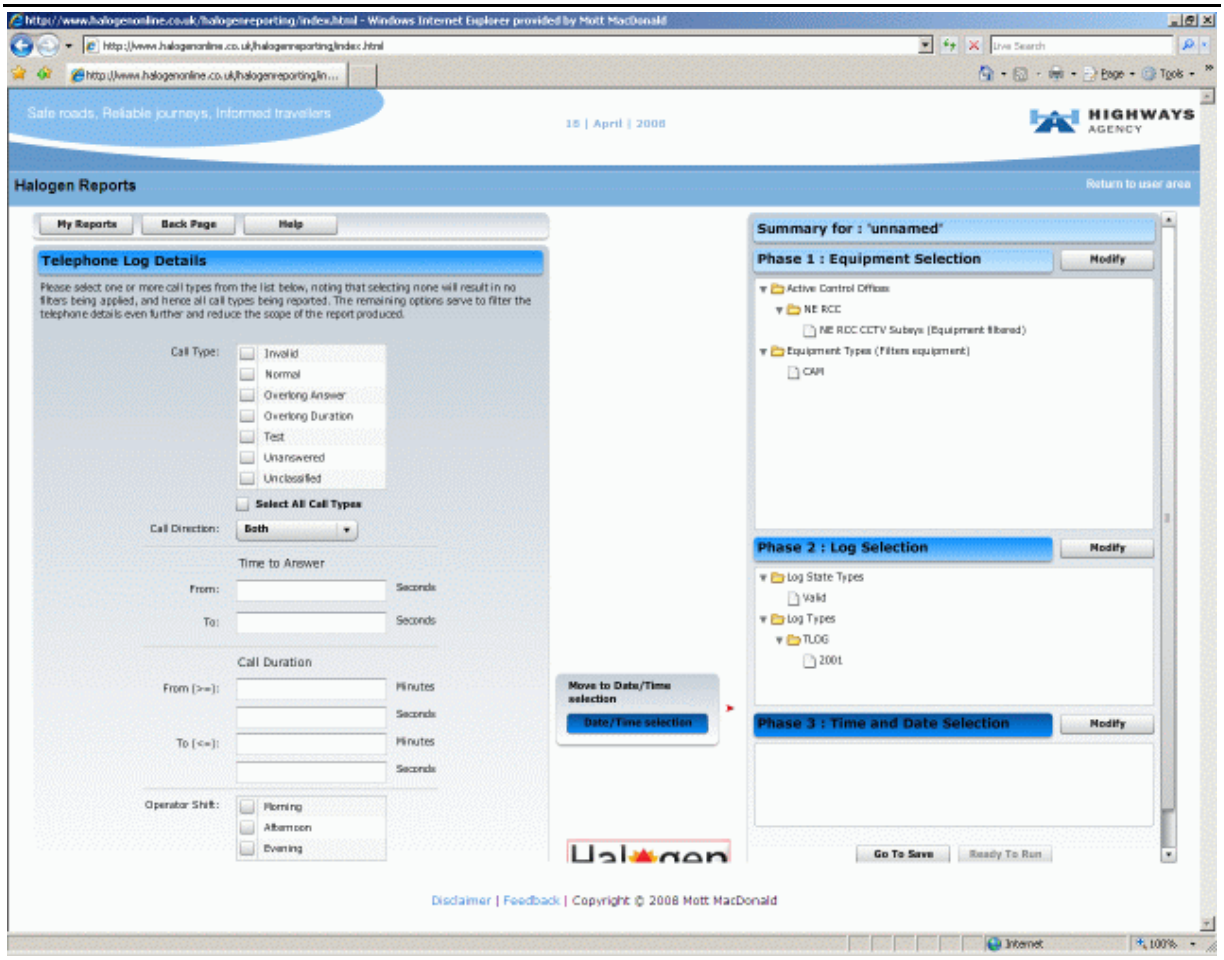

Figure 24 – Telephone log details

3.4.8 Equipment log details

This page will only be displayed a corresponding option from the log types page has been selected.

Equipment Text – Allows the equipment setting text to be specified.

Implementation Reason – Valid reasons as declared in Highways Agency document TR2133 are:

- Update/Initialisation
- Clear
- Part Clear
- Accident
- Congestion
- Road Works – Coning
- Obstruction
- Debris
- Incident
- Animals
- Pedestrians
- Large load

- Unconfirmed
- Fog
- Oncoming vehicle
- Test
- Closures/Diversions
- Visibility
- Rain
- Other
- Tidal Setting

However, due to varied spellings of these implementation reasons, users are recommended to use part spellings to ensure the return of the required logs e.g. Roadworks appears as roadworks and road works so users should input works to return all roadworks entries.

Initiator ID Type – Select from operator initiated or system initiated.
Initiator ID – Select options by ticking the required Initiator ID's

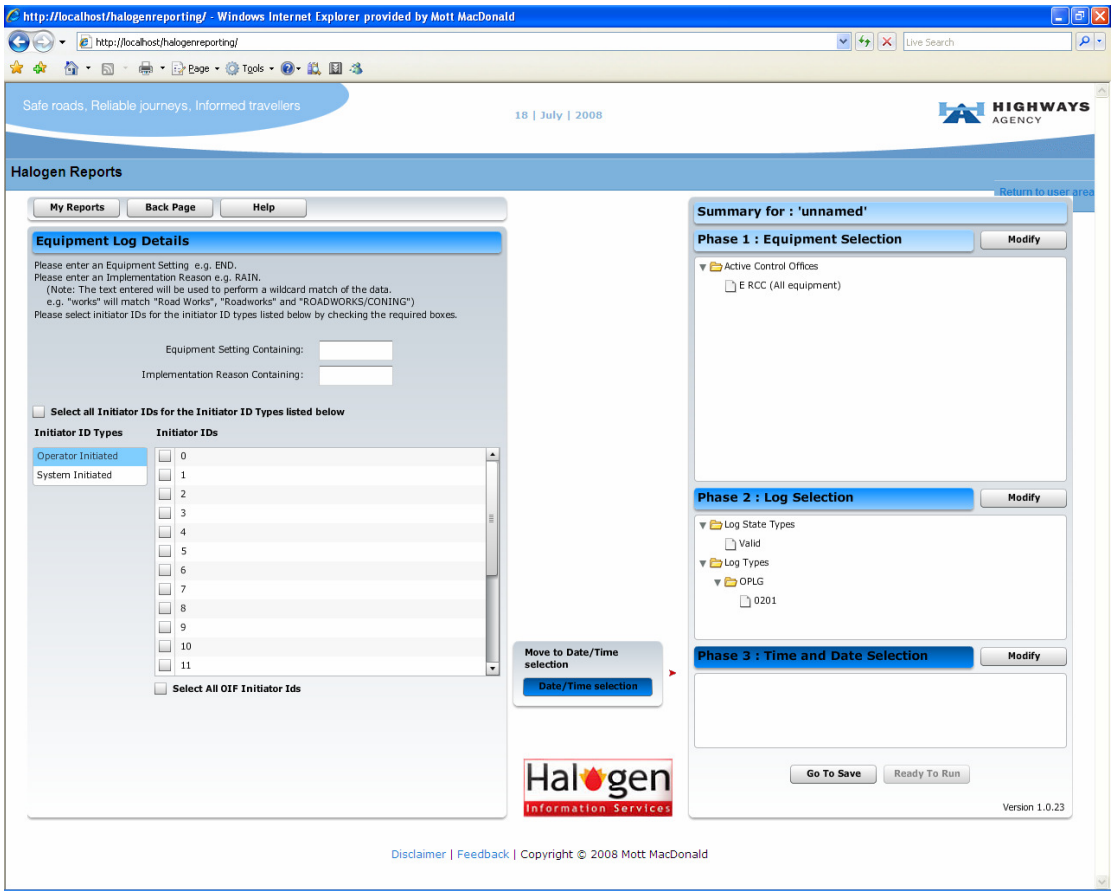

Figure 25 – Equipment log details

3.4.9 Log Categories Selection

Log categories include COBS, Hard Shoulder Monitoring, Message signs, Meteorology, MIDAS, Outstations, Signals, Telephones, Tidal flow, Traffic Control Centre, Video Access Control and the items associated with them.

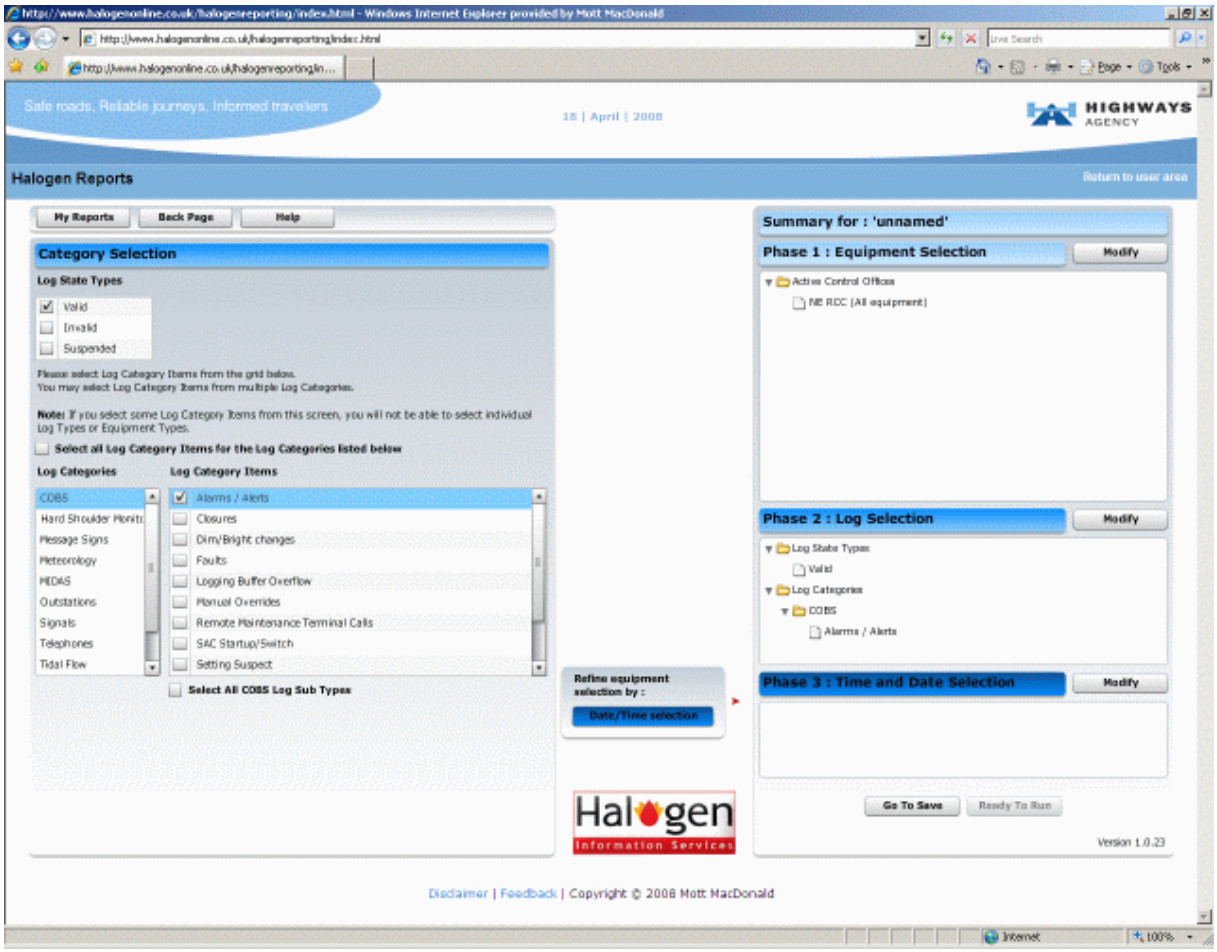

Figure 26 – Selecting log categories and the options activated by doing so

3.4.10 Date and Time Selection

Mode refers to the time logs were received. Users are required to choose either 'Normal' logs i.e. logs stored using the actual date and time the log entry was generated by the Logging System or 'Receipt' which is the date the log was received by Halogen.

Range refers to time range of the search.

Using the calendar select the date from where you want your results to begin.

Enter in the time from where you want your results to begin in dd/mm/yy hh:mm:ss format.

Using the calendar select the date form where you want your results to finish.

Enter in the time where you want your results to finish in dd/mm/yy hh:mm:ss format.

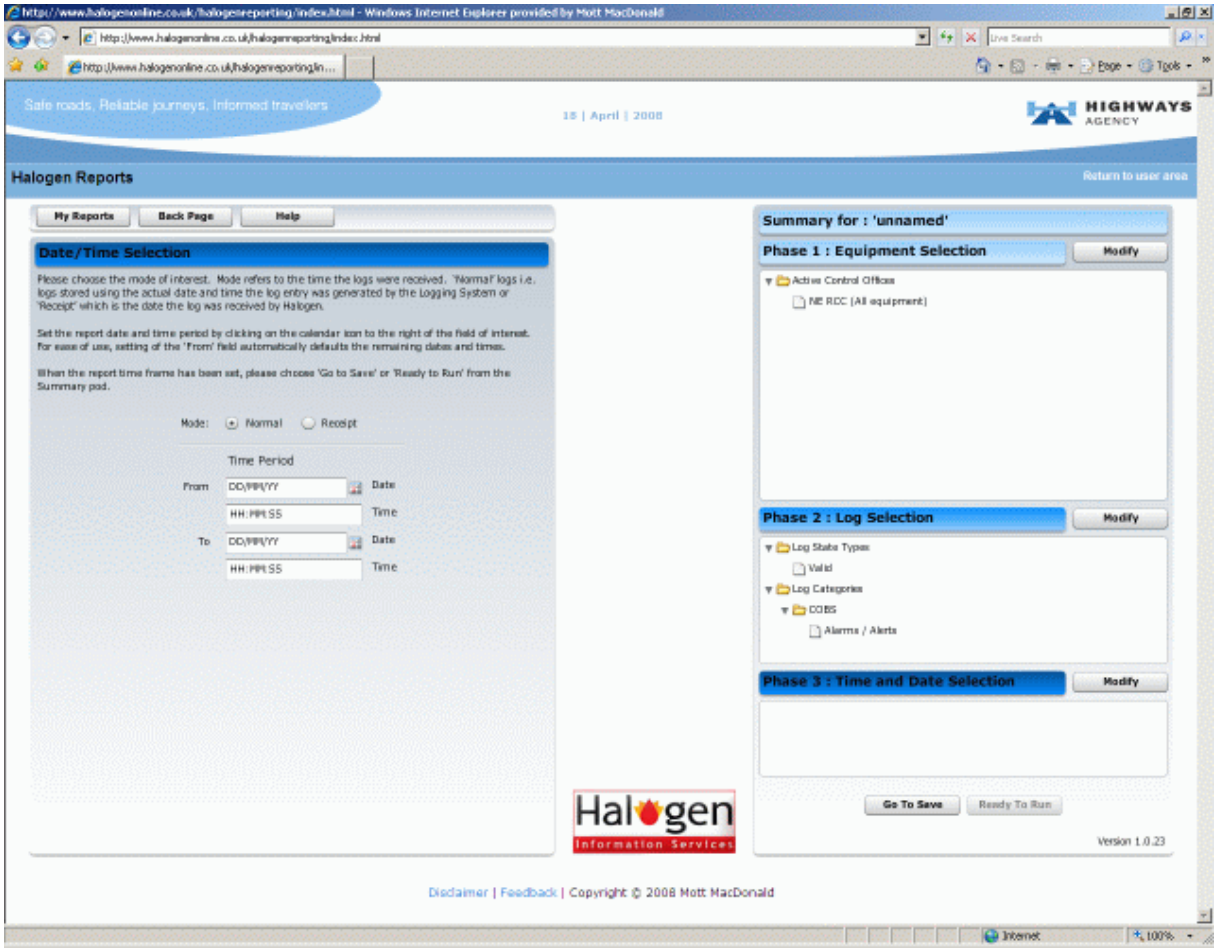

Figure 27 – Selecting date and time

3.5 Submitting criteria

When the desired criteria has been built up in the summary pod on the right hand side of the page and the user is happy with the selection and they have submitted enough information to build up a report, the user has two options to choose from:

1) Go to Save
2) Ready to Run

Both of these options will take the user to the Report properties page.

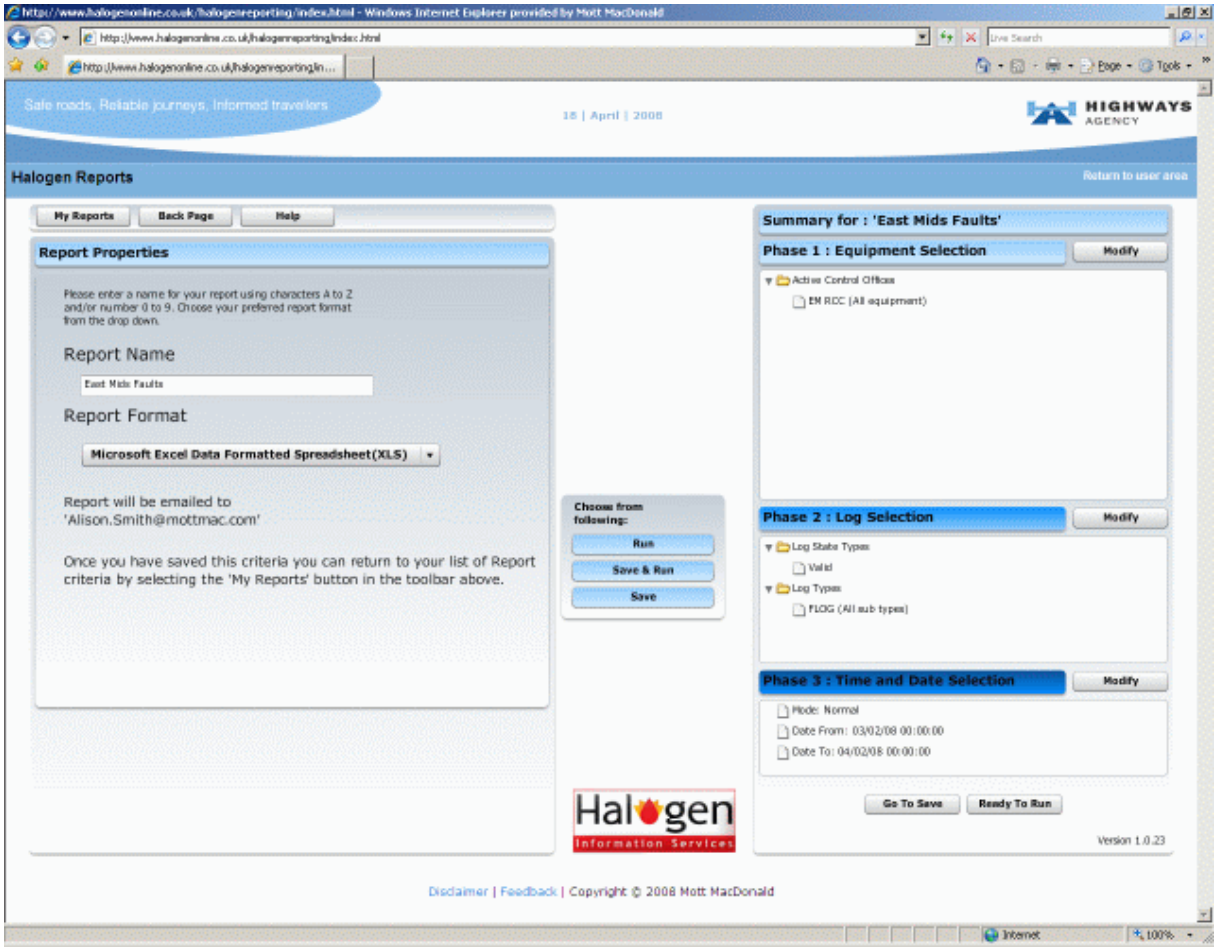

Figure 28 – Report Properties Page

Enter a name for the report. Select the desired format from the dropdown and then choose:

Run – this will run the report without saving it under 'My Reports'

Save and Run – saves the report under 'My Reports' and runs the report

Save – saves the report under 'My Reports' but will not run the report

4 Report Delivery

Halogen Web Reporting will not generate the report within the internet browser but will email a clickable link to the user. Clicking the link downloads the report for the user to view.

The report criteria will be formatted as displayed in the screenshot below:

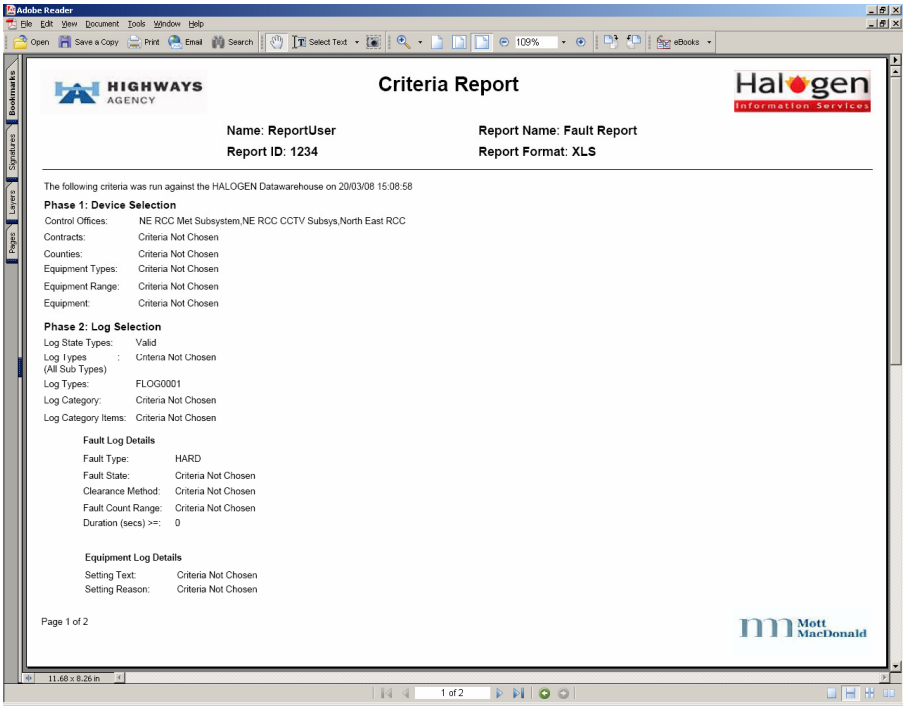

Figure 29 – Sample criteria report

Reports will be delivered as quickly as possible but may take up to 20 minutes depending on the detail of the requested report and its place in the queue. If you have not received your report within an hour of submitting it, please contact the Help Desk using the details in Chapter 7.

There are 3 email report variations which could be received. The first being

Successful – The specified criteria has been validated and produced appropriate results.

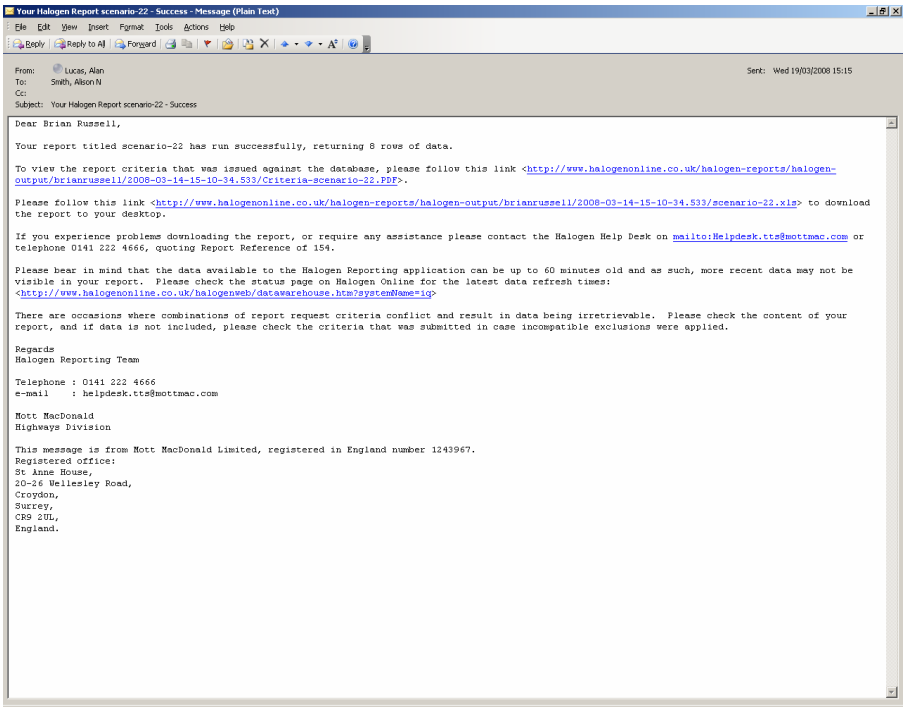

Figure 30 – Copy of a 'Successful' email

Secondly, **No data returned –** The selected criteria has produced a report with 0 rows returned for the time period specified.

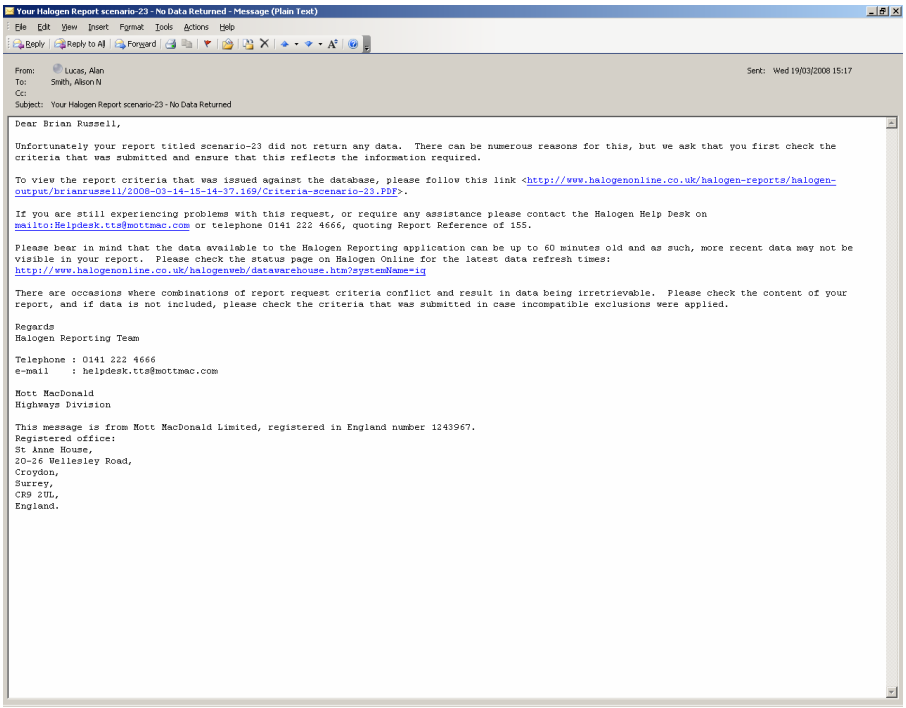

Figure 31 – Copy of a 'No data returned' email

Finally, **Unsuccessful –** The report has not been able to produce results due to invalid criteria being specified, please check the submitted criteria for errors and re-submit the report.

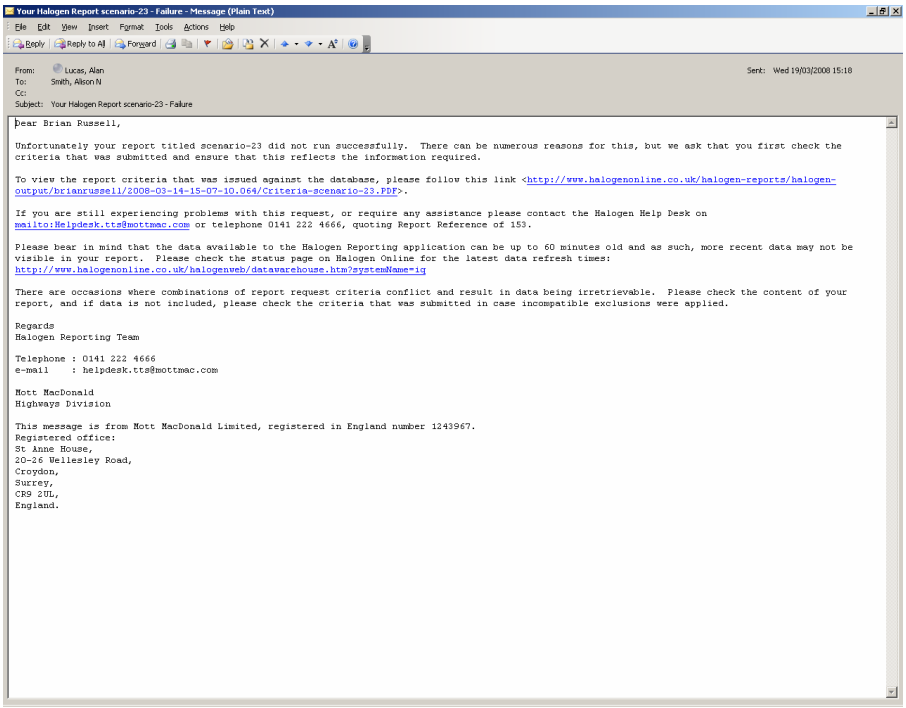

Figure 32 – Copy of an 'Unsuccessful' email

5 Password Configuration

Your Web Reporting username and password provides access to all the following systems:

- Halogen Online (www.HalogenOnline.co.uk)
- Halogen Browser
- HCCAi
- Roadside Fault Display (www.rccStatus.org.uk)
- MIDAS Traffic Count Data (www.midas-data.org.uk)

Therefore a central password configuration site is needed as a password change affects all the above systems. This site is the Halogen User administration web site and is found at: http://useradmin.HalogenOnline.co.uk.

Please contact the Mott MacDonald Help Desk if you have any questions or problems.

5.1 How do I change my password?

- Go to http://useradmin.halogenonline.co.uk
- Enter your username and password into the fields provided and click the “Login” button
- Click the “Change Password” link
- Enter your new password into both fields and click “OK”
- Click the “Log Out” link to exit the Halogen User Administration web site

6 Reporting Halogen Problems

If you have any problems with Halogen operation or any queries relating to Halogen's facilities then contact the Mott MacDonald Help Desk. The Help Desk contact details are provided in Chapter 7.

Current Halogen problem information can be viewed on the Halogen web site at www.halogenonline.co.uk.

7 Mott MacDonald Help Desk

Mott MacDonald operates a Help Desk for Halogen. The Help Desk should be contacted if you wish to become a Halogen user or have any query regarding the Halogen system and its functions. The Help Desk will also provide users with general support on using Halogen to report on log data.

All Halogen faults should be reported via the Help Desk.

The Help Desk contact details are:

Telephone Number: 0141 222 4666

Fax Number: 0141 222 4667

Email Address: helpdesk.ITG@mottmac.com

Web Site: www.halogenonline.co.uk

Appendix A References

1) HCCAi Getting Started Guide
2) Classification of Telephone Calls
3) MCH 1780 “NMCS2 Logging Formats and Guidelines”
4) TN0210 Reclassification of Halogen Logs Revision D 30th August 2005

Appendix B Log Types

All log fields are formatted as defined in the Highways Agency document MCH 1780 "NMCS2 Logging Formats and Guidelines".

Log Type	Entry Type	Sub Type	Halogen Table Name
FLOG	00	01	EquipmentFault
FLOG	00	02	EquipmentFaultClearance
FLOG	00	03	EquipmentFault
FLOG	00	06	ClearAllFaults
FLOG	15	01	MessageRejection
LIMO	35	01	LinkMonitorEntries
MODS	19	01	MODSentry
OPLG	01	01	Training
OPLG	02	01	SimpleSigSubProposal
OPLG	02	02	BlockSigSubProposal
OPLG	02	03	SchemeSubProposal
OPLG	02	04	SimpleMSSsubProposal
OPLG	02	05	LightingSubProposal
OPLG	02	06	TunnelSubProposal
OPLG	02	07	BlockMSSsubProposal
OPLG	02	11	SchemeSigSubProposal
OPLG	02	12	SchemeMSSSubProposal
OPLG	03	01	ProposalAction
OPLG	03	02	TidalFlowSubProposal
OPLG	03	03	DiversionProposalAction
OPLG	03	04	TunnelProposalAction
OPLG	03	05	DartfordVMSplan
OPLG	03	06	SACproposalAction
OPLG	03	07	ManualProposalAction
OPLG	03	08	MessageSignScheduleAction
OPLG	03	09	AutomaticProposalAction
OPLG	04	01	DimBright
OPLG	05	01	SystemTimeChange
OPLG	06	01	CommissioningOfDevice
OPLG	06	02	DeviceCommissioning
OPLG	07	01	RemoteMaintenanceCall
OPLG	08	01	DeviceSetting
OPLG	08	02	MessageSignSetting
OPLG	08	03	TrafficLightChange
OPLG	08	04	DeviceSettingRequest
OPLG	08	05	VACsettingRequest
OPLG	08	06	CCTVsettingRequest
OPLG	09	01	DeviceStatusEntry
OPLG	09	02	DeviceStatusEntry
OPLG	09	03	DeviceStatusEntry
OPLG	09	04	DeviceStatusEntry
OPLG	09	05	DeviceStatusEntry
OPLG	09	06	MeteorologyDeviceStatus
OPLG	10	01	SignalSettingLayerChange

Log Type	Entry Type	Sub Type	Halogen Table Name
OPLG	10	02	MsgSignSetLayerChange
OPLG	11	01	MajorFaultAlarm
OPLG	12	01	COBSstartup
OPLG	12	02	SubsystemStartup
OPLG	12	03	TLCstartup
OPLG	12	04	SACstartup
OPLG	12	05	COBSshutdown
OPLG	12	06	COBSInitialisationProgress
OPLG	12	07	SubsystemInitProgress
OPLG	12	08	OIFStartup
OPLG	12	09	OIFShutdown
OPLG	12	10	SubsystemShutdown
OPLG	13	01	SchemeCreation
OPLG	13	02	HDSchange
OPLG	13	03	MessageSignScheduleCreate
OPLG	14	01	StationReset
OPLG	16	01	AlertNotification
OPLG	23	01	Incident
OPLG	23	02	TunnelClosure
OPLG	23	03	BridgeClosure
OPLG	23	04	SACincident
OPLG	23	05	HardShoulderLinkActions
OPLG	23	06	HardShoulderSectionActions
OPLG	24	01	TunnelLocalControl
OPLG	25	01	CenlogBufferOverflow
OPLG	25	02	RetainedDataDeleted
OPLG	27	01	ManualOverride
OPLG	29	01	SuspectSettingWarning
OPLG	30	01	TIWoccurrence
OPLG	30	02	TIWprocessedLog
OPLG	30	03	EventConfirmationRequest
OPLG	30	04	EventConfirmationReply
OPLG	30	05	EventAlert
OPLG	31	01	VACarbitrationChange
OPLG	31	02	VACaccessChange
OPLG	32	01	TCCI_OIFmodeSetting
OPLG	33	01	TCCI_NewEvent
OPLG	33	02	TCCI_EventUpdate
OPLG	33	03	TCCI_EventClearance
OPLG	34	01	SubProposalProcessFailure
OPLG	34	02	SubProposalFailure
STAT	17	01	DeviceStatus
STAT	17	02	DeviceStatus
STAT	17	03	TelephoneStatus
STAT	17	04	OutstationStatus
STAT	17	05	TunnelStatus
STAT	17	06	MeteorologyStatus
STAT	17	07	SubsystemStatus
STAT	17	08	InterfaceStatus
SUST	18	01	SUSTentry
TFLG	00	04	TelephoneFault
TFLG	00	05	TelephoneFaultClearance

Log Type	Entry Type	Sub Type	Halogen Table Name
TFLG	00	07	ClearAllTelephoneFaults
TLOG	20	01	TelephoneCallRecord
TLOG	20	02	TelephoneDialogueRecord
TSTA	21	01	PhoneStatisticsRecord