

Adding, Viewing and Duplicating AFE Listing record

1. To add the **AFE Listing** record, first select a **Well** record and a **Day** record from the **Well Operations** and **Day** selectors.
2. Mouse-over the **CostNet** tab and select **AFE (Listing)** from the drop down menu.

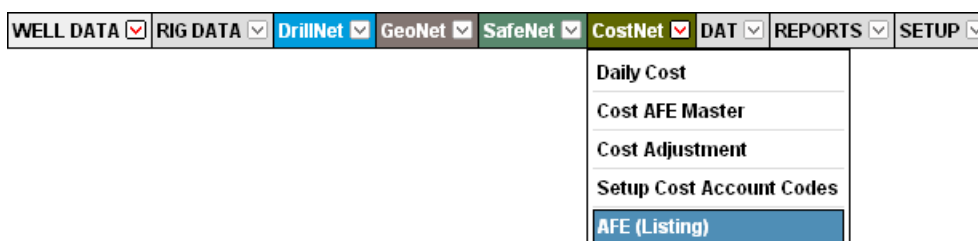


Figure 1.0 Accessing the AFE Listing menu.

3. This will load the **AFE Listing Data** page.

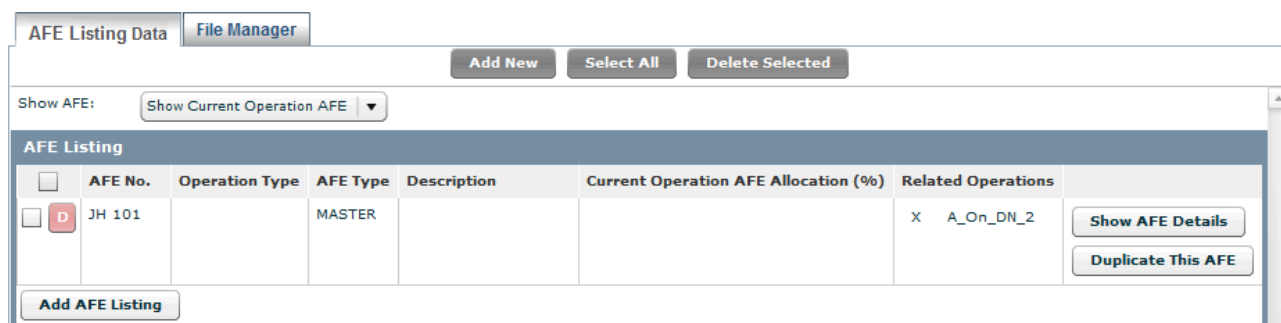
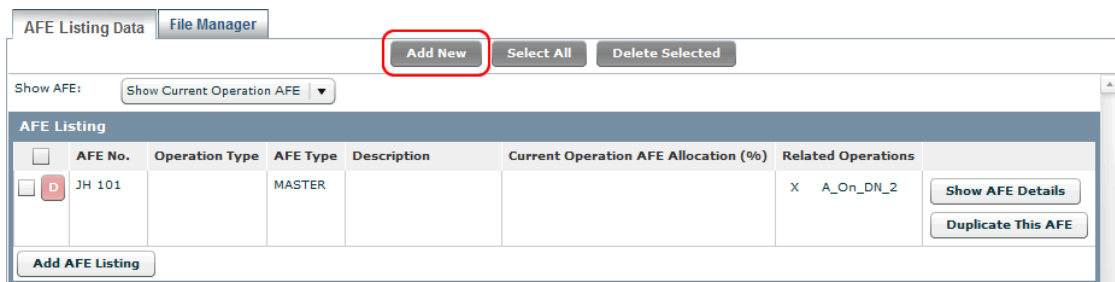


Figure 1.1 The AFE Listing Data page.

4. There are two (2) options to add the **AFE Listing** to the selected **Day's Well Operation** record, just choose any of the following:-
 - a) [By clicking the **Add New** button.](#)
 - b) [By clicking the **Add AFE Listing** button.](#)

Adding AFE Listing record by clicking the Add New button

1. To add the **AFE Listing** to the selected **Day's Well Operation** record, click the **Add New** button at the top of the page as shown in Figure 1.2.



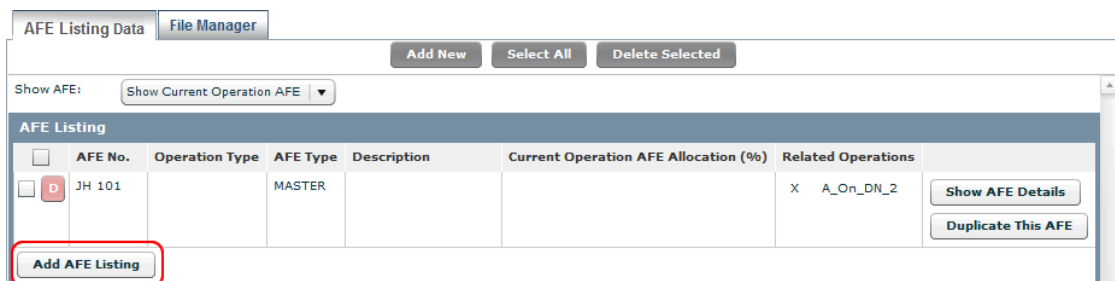
The screenshot shows the 'AFE Listing Data' interface. At the top, there are tabs for 'AFE Listing Data' and 'File Manager'. Below the tabs, there are three buttons: 'Add New', 'Select All', and 'Delete Selected'. The 'Add New' button is highlighted with a red box. Below these buttons, there is a dropdown menu labeled 'Show AFE:' with the option 'Show Current Operation AFE' selected. The main area is titled 'AFE Listing' and contains a table with the following columns: 'AFE No.', 'Operation Type', 'AFE Type', 'Description', 'Current Operation AFE Allocation (%)', and 'Related Operations'. There is one row in the table with the following data: 'JH 101', an empty cell, 'MASTER', an empty cell, an empty cell, and 'X A_On_DN_2'. To the right of the table, there are two buttons: 'Show AFE Details' and 'Duplicate This AFE'. At the bottom left of the table, there is a button labeled 'Add AFE Listing'.

Figure 1.2 The Add New and Add AFE Listing buttons.

2. A row is automatically added to the table. To perform inline editing, mouse-over the row and click the column. Enter the necessary information such as **Sequence Code**, **Account Code**, etc.
3. To save, click the **Confirm** button.

Adding AFE Listing record by clicking the Add AFE Listing button

1. To add the **AFE Listing** to the selected **Day's Well Operation** record, click the **Add New** button at the bottom of the page as shown in Figure 1.3.



The screenshot shows the 'AFE Listing Data' interface, similar to Figure 1.2. The 'Add New' button is no longer highlighted. Instead, the 'Add AFE Listing' button at the bottom left of the table is highlighted with a red box. The table and other elements are the same as in Figure 1.2.

Figure 1.3 The Add New and Add AFE Listing buttons.

2. A row is automatically added to the table. To perform inline editing, mouse-over the row and click the column. Enter the necessary information such as **Sequence Code**, **Account Code**, etc.
3. To save, click the **Confirm** button.

Viewing the AFE Listing record

1. To view the **AFE Listing**, select one of the options available from the **Show AFE** drop down list.



Figure 1.4 Show AFE options

2. To view the **AFE details**, click the **Show AFE Details** button at the end of each row. This will load the **Cost AFE Master** page for this AFE.



Figure 1.5 Show AFE Details button

Duplicating the AFE Listing record

3. To make a duplicate of the **AFE**, click the **Duplicate This AFE** button.



Figure 1.6 Duplicate This AFE button

4. This will prompt a **Duplicate Selected** pop-up window to appear (see Figure 1.7). To proceed, click the **Yes** button to proceed.

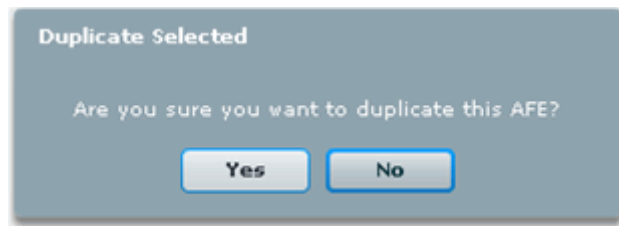


Figure 1.7 Duplicate Selected pop-up window