

Adding Daily Geology Summary record

1. To add **Daily Geology Summary** record, first select a **Well** record and a **Day** record from the **Well Operations** and **Day** selectors respectively.
2. Mouse-over the **GeoNet** tab and select **Daily Ops Summary**.
3. This will load the **DGR Data** page, showing the existing record associated with the selected **Well** and **Day** records.



Figure 1.0 Accessing Daily Ops Summary

4. Create a new **Daily Geology Summary** record entry by clicking the **Add New** button.
5. This will load a new **Daily Geology Summary** web form pre-populated with records from the **Previous Day** record.
6. Fill in all the required fields denoted with **Red Vertical Bar** and other necessary information.
7. To save, click the **Confirm** button.