## SafeNet Quickstart Adding Unwanted Events record

- To add Unwanted Event record, first select a Well record and a Day record from the Well Operations and Day selectors respectively.
- 2. Next, mouse-over the **SafeNet** menu tab and select **Unwanted Events** from the drop down menu.

WELL DATA 🖂 RIG DATA 🖂 DrillNet 🖂 GeoNet 🖂	SafeNet 🗹 CostNet 🛛	DAT 🖂	REPORTS 🖂	SETUP 🖂
	HSE			
	HSE Plan			
	Inspections 🖂			
	Lessons Learned 🖂			
	Safety Ticket			
	Unwanted Events			

Figure 1.0 Accessing the Unwanted Events menu

- 3. This will load the **Unwanted Event Data** page, showing the existing record associated with the selected **Well** and **Day** records (if any).
- To add a new Unwanted Event record, click the Add New button at the top of the page as show in Figure 1.1.

	Unwant	ted Event Data File Manag	ler				
Γ				Add New			
							Hide
		Report Subject / Title	Report No.	Date / Time of Unwanted Event	Status	Contractor	
	Add Ne	w					
h							

Figure 1.1 Unwanted Event Data Page

5. A new *Unwanted Event Data* page will be displayed underneath the page as shown in Figure 1.2.

Unwanted Event Data File Manager				
	Confirm	el		
				Hide
Report Subject / Title Report No.	Date / Time of Unwanted Event	Status	Contractor	
Cancel	01 December 2003 00:00	Open		
Add New				
				•
Report Subject / Title	Report No.		Sta	tus 📱
Report Subject / Title   Engineer / Supervisor   (partner)	Report No. Event Category	▼	Sta Res	tus
Report Subject / Title   Engineer / Supervisor   (partner)   (user)	Report No.		Sta Res	tus
Report Subject / Title   Engineer / Supervisor   (partner)   (user)   (bwaterhouse)	Report No.	•	Sta Res	tus
Report Subject / Title   Engineer / Supervisor   (partner)   (user)   (bwaterhouse)   (mdbrown)	Report No. Event Category	▼	Sta Res	tus

Figure 1.1 Unwanted Event Data page (New record screen)

- 6. Enter the necessary information including all the required fields denoted with red vertical bar next to it.
- 7. To have a bigger real estate view of the screen while filling in the information, toggle the **Show/Hide** button at the far right top corner.
- 8. To save, click the **Confirm** button.