

# Application Management System Training

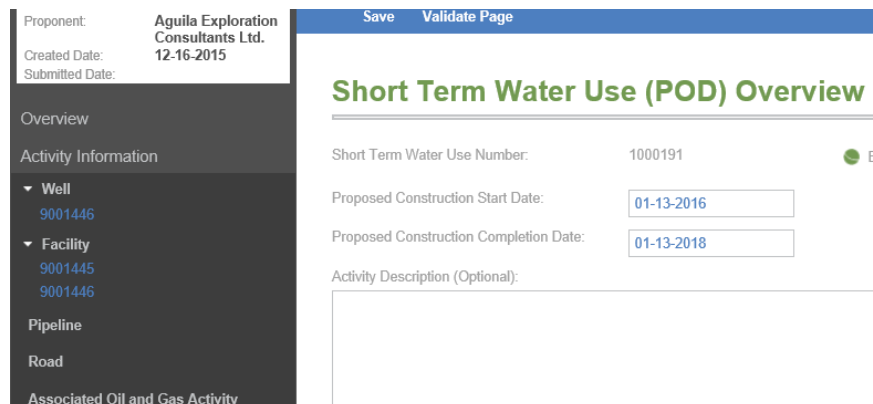
## Completing Short Term Water Use - Point of Diversion (POD) Information

Application information in AMS is a combination of spatially driven data, technical data and administrative data entered into the system. Each activity requires a set of technical information which must be entered by the user. This guide will outline how to input short term water use (POD) technical information into AMS. **For more details see the relevant section in the Oil and Gas Activity Application Manual.**

**PREREQUISITE: Users must have created an application and successfully uploaded spatial data.**

### Step 1. Find Short Term Water Use (POD) in Activity Information

In the left hand menu of the Application page, under *Activity Information* click the short term water use (POD) that you would like to enter details for. Once clicked, a horizontal tab menu will load indicating what details are required for the selected short term water use (POD).



### Step 2. Complete the technical details

The tabs on the top menu correspond to technical details required for the short term water use (POD) activity. These do not need to be completed in order, but please save before navigating away from a page otherwise ALL UNSAVED DATA WILL BE LOST. The *Short Term Water Use (POD) Overview* and *Point of Diversion Details* sections need to be completed for each uploaded short term water use (POD) application. Data can be validated at the end of every page to ensure the data entered matches business rules.

- **Short Term Water Use (POD) Overview section**

This section of the technical details pertains to the application area. All fields are mandatory unless specified *Optional*.

- **Point of Diversion Details section**

Complete details for each POD, listed either on the bottom of the *Short Term Water Use (POD) Overview* section or at the top of the *Point of Diversion Details* section to complete the requirements.

