Application Management System Training
Completing Maps & Plans Details

Application information in AMS is a combination of spatially driven data, technical data and administrative data entered into the system. Each application requires details which must be entered by the user. This guide will outline how to input maps and plan details 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 Application Information in the navigation panel**

In the left hand menu of the Application panel, click Application Information. Once clicked, a horizontal tab menu will load indicating what details are required for the selected application.

**Step 2. Click on the Maps & Plans tab and complete the details**

Click on Maps & Plans to load details. Once Maps and Plan details are loaded, complete the fields. All of the attachments listed on the page are mandatory. Data can be validated at the end of each page to ensure data entered matches business rules. **Please ensure that data is saved before leaving the page.**