

Application Management System Training

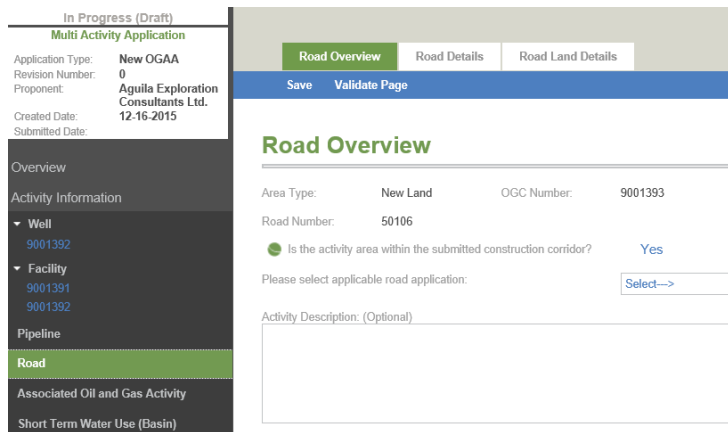
Completing OGAA Road Information

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 road and road right of way 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 Road in Activity Information

In the left hand menu of the Application page, under *Activity Information* click the road or road right of way that you would like to enter details for. Once clicked, a horizontal tab menu will load indicating what details are required for the selected road or road right of way.



Step 2. Complete Road or Road Right of Way technical details

The tabs on the top menu correspond to technical details required for the road or road right of way. 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 *Road Overview*, *Road Details*, and *Road Land Details* sections need to be completed for each road or road right of way application. Data can be validated at the end of every page to ensure the data entered matches business rules.

- **Road Overview section**

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

- **Road Details section**

Complete details for each Segment ID, listed either on the bottom of the *Road Overview* section or at the top of the *Road Details* section by expanding each of the panels to complete the requirements.

- **Road Land Details section**

Complete the land details for each of the uploaded roads or road right of ways.

