



# PTC ILM Getting Started Guide



© 2024 Railinc. All Rights Reserved.

Last Updated: March 2024

## Table of Contents

<b>Learning about PTC ILM .....</b>	<b>1</b>
System Requirements.....	1
Supported Organization Relationship Types.....	2
Accessing the Railinc Customer Success Center .....	2
<b>Getting Started with PTC ILM.....</b>	<b>3</b>
Registering to Use Railinc SSO .....	3
Requesting PTC ILM Access.....	3
Registering to Use FindUs.Rail.....	4
Logging In.....	6
<b>Viewing the ILM Application Suite.....</b>	<b>7</b>
<b>Working with Tasks.....</b>	<b>10</b>
Using the Advanced Search Panel .....	11
Sorting and Filtering Search Results.....	13
Exporting Search Results .....	14
Managing Tasks Assigned to Your Company.....	15
Viewing Task Details.....	17
Copying Task Details .....	21
Editing Task Details .....	22
Viewing the Task Activity Log .....	23
Cancelling Tasks.....	23
Managing Tasks Assigned by Your Company.....	24
Creating Tasks.....	25
<b>Working with the System Activity Logs.....</b>	<b>30</b>
Searching for Specific Information .....	31
Exporting Search Results .....	32
<b>Working with Reports .....</b>	<b>33</b>
Using the ILM Reports.....	33
Creating Custom Reports .....	36
Creating a Custom PISR Report .....	36
Creating a Custom ICAB Attendees Report .....	38

## List of Exhibits

Exhibit 1. FindUs.Rail Add Contact Page (Showing the Categories Section) .....	5
Exhibit 2. Account Access Panel .....	6
Exhibit 3. Launch Pad Showing PTC ILM as an Authorized Application.....	6
Exhibit 4. ILM Application Suite Page .....	7
Exhibit 5. Example Application Module Showing the ILM Framework .....	8
Exhibit 6. Tasks Dashboard .....	10
Exhibit 7. Advanced Search Panel .....	11
Exhibit 8. Tasks Dashboard Showing the Search Results Tab.....	13
Exhibit 9. The Tasks Dashboard (showing the Search Results Grid) .....	13
Exhibit 10. The Tasks Dashboard (showing a Column Filter entered) .....	14
Exhibit 11. The Tasks Dashboard (Showing Data to be Exported).....	14
Exhibit 12. Spreadsheet Application (Showing Exported Data).....	15
Exhibit 13. Tasks Dashboard Showing the Assigned To My Company Tab .....	15
Exhibit 14. Tasks Details Page.....	17
Exhibit 15. Comments Popup.....	19
Exhibit 16. Task Status Popup .....	19
Exhibit 17. Completion Status Popup .....	20
Exhibit 18. Success Message .....	20
Exhibit 19. Copy Task Details Page.....	21
Exhibit 20. Edit Task Details Page.....	22
Exhibit 21. Task Activity Logs Information Popup .....	23
Exhibit 22. Cancel Tasks Popup .....	23
Exhibit 23. Tasks Dashboard Showing the Assigned By My Company Tab.....	24
Exhibit 24. Change Management Dashboard.....	25
Exhibit 25. Change Management View ICR Page (Showing the General Information Tab).....	25
Exhibit 26. Change Management Create Task(s) Popup.....	26
Exhibit 27. Railroad Selector Popup.....	27
Exhibit 28. Completed Create Task(s) Popup.....	28
Exhibit 29. Change Management View ICR Page (Showing a Success Message) .....	28
Exhibit 30. Task(s) Popup.....	29
Exhibit 31. System Activity Logs Page.....	30
Exhibit 32. The System Activity Logs Information Grid (showing a Column Filter entered).....	31
Exhibit 33. The System Activity Logs Page (Showing Data to be Exported).....	32
Exhibit 34. Spreadsheet Application (Showing Exported Data) .....	32
Exhibit 35. The ILM Reports Page (Showing the PISR Compliance/Non-Compliance Report).....	33
Exhibit 36. The ILM Reports Page (Showing the FRA Report) .....	34
Exhibit 37. The ILM Reports Page (Showing the ICI Relationships Report).....	34
Exhibit 38. The ILM Reports Page (Showing the ICI Attributes Dashboard Report) .....	35
Exhibit 39. The ILM Reports Page (Showing the ICI Versions Report) .....	35
Exhibit 40. The Custom Reports Page .....	36
Exhibit 41. Custom Reports Page Showing Completed PISR Report Fields .....	37
Exhibit 42. Custom PISR Report Output .....	37
Exhibit 43. Custom Reports Page Showing the ICAB Attendees/Non-Attendees Report Output .....	38

## Learning about PTC ILM

*Positive Train Control Interoperable Lifecycle Management* (PTC ILM) is a platform that enables the railroad industry to manage the Interoperable Configuration Items (ICIs) and Interoperable Coordinated Deployment Items (ICDIs) that comprise the interoperable aspects of PTC throughout their lifecycle.

This document describes how to get started with PTC ILM in the following sections:

- [“Getting Started with PTC ILM”](#) on page 3
- [“Viewing the ILM Application Suite”](#) on page 7
- [“Working with Tasks”](#) on page 10
- [“Working with the System Activity Logs”](#) on page 30
- [“Working with Reports”](#) on page 33

**Note:** For detailed instructions about using the Railinc interface elements such as menus, calendar tools, and drop-down text boxes, refer to the [Railinc UI Dictionary](#).

Refer to the following documents for in-depth usage information:

- [PTC ILM Interoperable Change Management User Guide](#)
- [PTC ILM Interoperable Configuration Management User Guide](#)
- [PTC ILM Interoperable Release Management User Guide](#)

---

## System Requirements

Recommended browsers are:

- Microsoft Edge (current version is recommended)
- Mozilla Firefox (current version is recommended)
- Google Chrome (current version is recommended)

**Note:** For best viewing of the PTC ILM application, Railinc recommends that you have your screen display resolution set to 1024 × 720 or higher (1920 x 1080 is optimal).

For more information about the system requirements of Railinc web applications and for information about downloading compatible web browsers and file viewers, refer to the [Railinc UI Dictionary](#).

## Supported Organization Relationship Types

In addition to managing their own information, railroads may have relationships in which one entity manages information for another entity. PTC ILM supports the following relationship types:

- *Host-Tenant Relationship* – a tenant railroad operates on PTC track of a host railroad with which they are related.

**Note:** It is possible to have both a host and tenant relationship with another railroad (for example, when each railroad operates on PTC track of the other).

- *Holding Company-Subsidiary Relationship* – a subsidiary is owned or managed by a railroad holding company.
- *Railroad-Service Provider Relationship* – a railroad has designated a related service provider to act on their behalf for purposes of PTC ILM.

---

## Accessing the Railinc Customer Success Center

The Railinc Customer Success Center (CSC) provides reliable, timely, and high-level support for Railinc customers. Representatives are available to answer calls and respond to emails from 7:00 a.m. to 7:00 p.m. Eastern time, Monday through Friday, and provide on-call support via pager for all other hours to ensure support 24 hours a day, 7 days a week. Contact us toll-free by phone at 877-RAILINC (1-877-724-5462) or send an email directly to [csc@railinc.com](mailto:csc@railinc.com).

## Getting Started with PTC ILM

Access PTC ILM by using Railinc Single Sign-On (SSO), a web application that provides convenient access to a variety of Railinc products. To get started, go to the Railinc portal at <https://www.railinc.com> and log in to SSO by selecting the Customer Login link at the top right of the page, entering your user ID and password in the fields, and then selecting **Sign In**.

---

## Registering to Use Railinc SSO

Each PTC ILM user must register to use Railinc Single Sign-On (SSO). If you do not already have a Railinc SSO user ID and password, refer to the [Single Sign-On and Launch Pad User Guide](#). Once you have access to Railinc SSO, you must request access to PTC ILM within SSO.

**Note:** If you are a service provider and need access to PTC ILM, refer to [Railinc's onboarding application](#).

---

## Requesting PTC ILM Access

After you receive authorization to use Railinc SSO, you must request access to PTC ILM as described in the [Single Sign-On and Launch Pad User Guide](#).

From the SSO/Launch Pad Request Application Access by Role page, choose the appropriate user role and enter the Mark for your railroad. The available roles are described below:

### **Interoperable Change Manager**

Users with this role can add responses and approvals to ICRs, IDRs, and SIDRs and can perform admin functions within the change management process. This role is non-requestable through the application – contact Railinc if you need access to this role.

### **Interoperable Configuration Manager**

Users with this role can perform all admin functions to maintain the ICDIs, ICIs, and the ICMDb database and maintain development tracking for newer ICIs. This role is non-requestable through the application – contact Railinc if you need access to this role.

### **Interoperable Release Manager**

Users with this role can initiate and update new PTC Interoperable System Releases and enter approvals for PTC Interoperable System Releases. This role is non-requestable through the application – contact Railinc if you need access to this role.

### **Standard User**

Users with this role have read-only access to all modules of the application. Select this role if you are not an interoperable manager, but you do need to view PTC ILM information.

### **Railroad Change Manager**

Users with this role can perform all functions related to a change request on behalf of their railroad and its subsidiaries. Select this role if you need to create, respond to, and approve ICRs, IDRs, and SIDRs within the system.

### **Railroad Configuration Manager**

Users with this role can baseline their railroad configuration of ICIs and enter ICI version attributes of new ICIs.

### **Railroad Release Manager**

Users with this role can initiate and update new railroad input PTC Interoperable System Releases.

### **Railroad PTC ILM System Administrator**

This role is for the Company Administrator who will manage access-related roles for their company. This user will receive emails for requested permissions for their respective company and must grant permission as determined by their respective company.

### **ILM Reports**

This role enables users to access the ILM reports.

When you complete the permission request process, your application access request is submitted for evaluation. If your request is approved, you will receive an approval email.

Once you receive e-mail notification of access to PTC ILM, you can log in and begin using PTC ILM (see “[Logging In](#)” on page 6); however, you must set up your PTC ILM contact information in FindUs.Rail before you can receive email notifications of PTC ILM requests or create new requests (see “[Registering to Use FindUs.Rail](#)” below for more information).

---

## Registering to Use FindUs.Rail

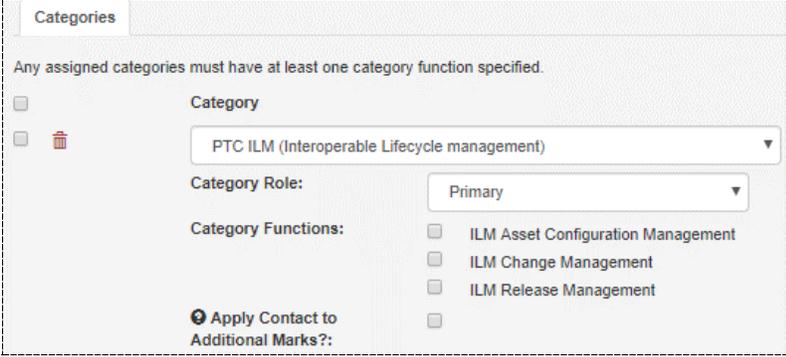
**Important:** In order to receive email notifications of requests created using PTC ILM or to create new requests, you must be registered in FindUs.Rail, a Railinc application that serves as a central directory of contacts for the rail industry.

If you do not have access to FindUs.Rail, you must request access to the FindUs.Rail application as described in the [Single Sign-On and Launch Pad User Guide](#). When you are prompted to select a role, select **Contact Company Admin for MARK** unless you need permission to approve FindUs.Rail access requests for other users at your company (in that case, select **FindUsRail Company Admin**). It may take up to two business days to process your request.

Once you have access to FindUs.Rail (or if you already have access), use the following procedure to set up FindUs.Rail to work with PTC ILM:

1. Log in to [www.railinc.com](http://www.railinc.com) and select **FindUs.Rail** in the Your Applications portlet.
2. Select **Contacts** from the menu bar, and then select **Add Contact**.  
**Note:** If you need to add an email group, then select **Organization** as the Contact Type and add the email address for the group.
3. Complete the fields in the Contact section. Required fields are labeled in red. In the Email field, enter the email address where you would like to receive notifications from PTC ILM. You can enter a group email in this field if you want multiple contacts to receive notifications.
4. In the Categories section, select “PTC ILM (Interoperable Lifecycle Management)” from the **Category** drop-down (see [Exhibit 1](#)).

**Exhibit 1. FindUs.Rail Add Contact Page (Showing the Categories Section)**



The screenshot shows the 'Categories' section of the 'Add Contact' page. At the top, there is a 'Categories' tab and a warning message: 'Any assigned categories must have at least one category function specified.' Below this, there is a 'Category' dropdown menu with 'PTC ILM (Interoperable Lifecycle management)' selected. To the right of the dropdown is a 'Category Role' dropdown menu with 'Primary' selected. Below these are 'Category Functions' with three checkboxes: 'ILM Asset Configuration Management', 'ILM Change Management', and 'ILM Release Management'. At the bottom left of the section, there are two options: 'Apply Contact to' (with a plus icon) and 'Additional Marks?:' (with a plus icon).

For a railroad to send or receive PTC ILM notification emails, one email address must be set up with the category role of “Primary” for any ILM category function.

5. If you are the primary ILM Contact, select “Primary” in the Category Role field, and then select one or more categories in the Category Functions area.  
**Note:** There can only be one primary contact per category, but there can be many secondary contacts. If a primary contact already exists for a category, simply add yourself as a secondary contact.
6. As needed, set up the remaining category functions. If there is no primary contact specified for a category function, you can select “Primary”. If you want to be a secondary contact for the remaining category functions, select **Add** to add a new category, select “PTC ILM (Interoperable Lifecycle Management)” from the **Category** drop-down, select “Secondary”, and select the checkboxes for the remaining category functions.
7. When you have completed the Contact and Categories sections, select **Save** at the bottom right of the page. The contact information is saved and will be used to send email notifications for PTC ILM requests and responses.

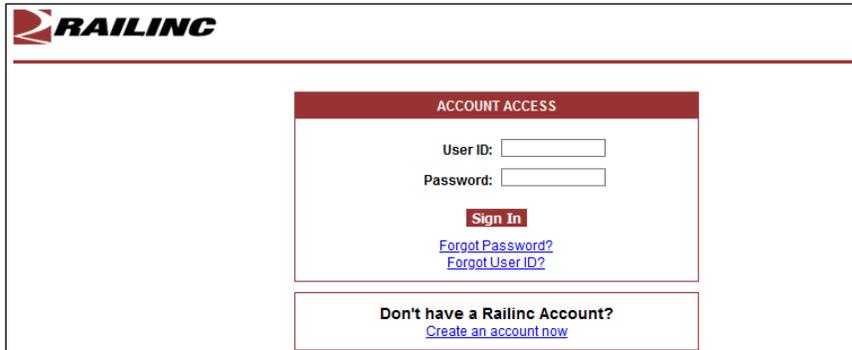
Refer to the [FindUs.Rail web page](#) for more information, including a user guide and demos.

# Logging In

To log in to PTC ILM:

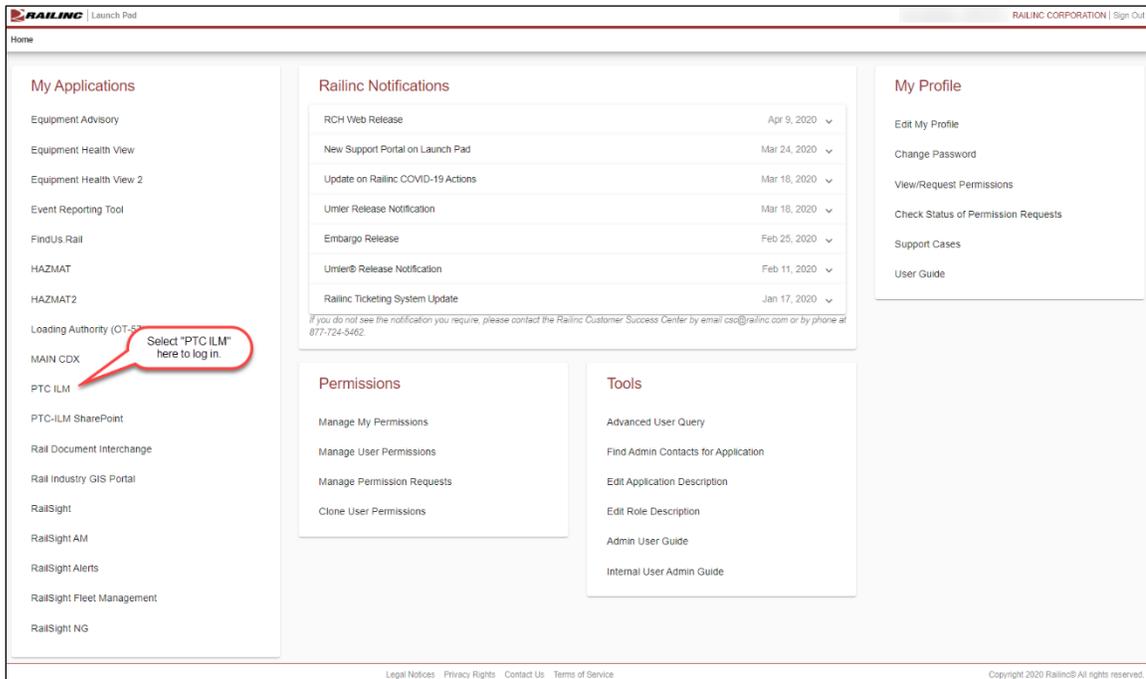
1. Open your internet browser and go to the Railinc web portal at [www.railinc.com](http://www.railinc.com).
2. Select the **Customer Login** link at the upper right of the page. The Account Access panel is displayed (see [Exhibit 2](#)).

**Exhibit 2. Account Access Panel**



3. Enter your user ID and password, and select **Sign In**. Your Railinc Launch Pad showing authorized Railinc applications is displayed (see [Exhibit 3](#)).

**Exhibit 3. Launch Pad Showing PTC ILM as an Authorized Application**



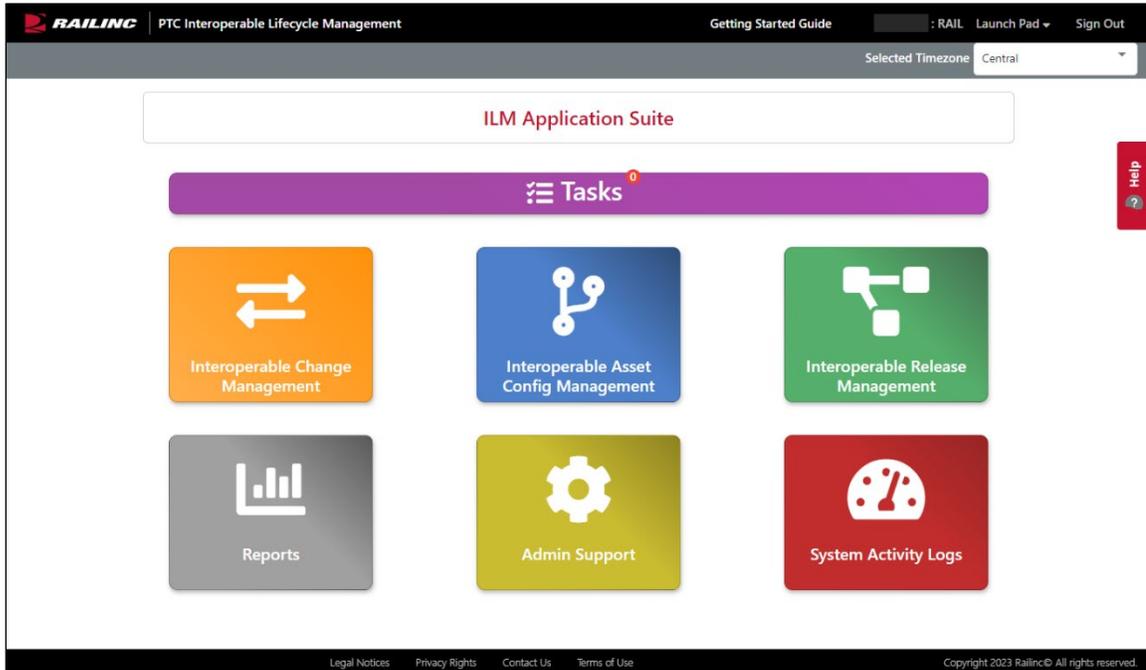
**Note:** For more information, refer to the [Single Sign-On and Launch Pad User Guide](#).

4. Select **PTC ILM**. The PTC ILM Application Suite is displayed. Continue with “[Viewing the ILM Application Suite](#)” on page 7.

## Viewing the ILM Application Suite

Once you successfully log in to PTC ILM, you can see the ILM Application Suite page, which contains icons that enable you to access the PTC ILM application modules, reports, and administrator support (see [Exhibit 4](#)).

**Exhibit 4. ILM Application Suite Page**



The ILM Application Suite page provides access to the following functions:



Provides access to the Tasks module. This module enables you to manage tasks assigned to your company and by your company. See “[Working with Tasks](#)” on page 10 for more information.



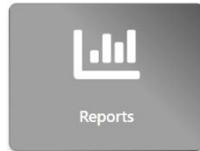
Provides access to the Interoperable Change Management application module. This module enables you to create ICRs, IDRs, and SIDRs. It also enables you to record Interoperable Change Approval Board (ICAB) meeting attendance. Refer to the [PTC ILM Interoperable Change Management User Guide](#) for information about this module.



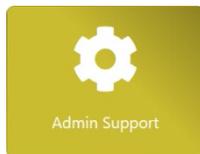
Provides access to the Interoperable Asset Configuration Management application module. This module enables you to manage the relationships and versions and deployment of ICIs. Refer to the [PTC ILM Interoperable Configuration Management User Guide](#) for information about this module.



Provides access to the Interoperable Release Management application module. This module enables you to view and compare the latest ICI versions as well as create a Railroad Release Input Draft. Refer to the [PTC ILM Interoperable Release Management User Guide](#) for information about this module.



Provides access to the Reports application module. This module enables you to view reports based upon ICR to ICI relationships. See “[Working with Reports](#)” on page 33 for information about this module.



Provides access to the Admin Support application module. This module enables PTC ILM railroad administrators to configure participants and participant relationships, FindUs.Rail information, and relationships between ICIs and ICI versions as well as configure email notifications and the Digest Report. Refer to the [PTC ILM Interoperable Change Management User Guide](#) for more information.



Enables you to access the System Activity Logs module, which provides searchable records of user activity. See “[Working with the System Activity Logs](#)” on page 30 for more information.

Once you select an icon, the selected application module is displayed within a framework that allows you to switch between application modules. [Exhibit 5](#) shows an example of an application module within the ILM framework.

**Exhibit 5. Example Application Module Showing the ILM Framework**

Actions	ICI(s)/ICDI	Version(s) of Affected ICI(s)/ICDI	Type	ICRs	IDRs	SIDRs	Requesting Railroad(s)	Current Status	Response Due Date
<a href="#">Add Response</a>	AAR: M-9155 Locomotive Comma...	WRE v2.3	Mandatory D...	4299			UP	Business Appro...	12/14/2023
<a href="#">Add Response</a>	Christy Test 2	6.1	New Permissi...	4298			ACEX	Business Appro...	12/14/2023
<a href="#">Add Response</a>	Christy Test	5.0	New Permissi...	4290			BRC	Business Appro...	12/06/2023
<a href="#">Add Response</a>	Christy Test 2	6.0	New Permissi...						
<a href="#">Add Response</a>	Christy Test	CK Test	New Permissi...	4276			BNSF	Business Appro...	11/28/2023
<a href="#">Add Response</a>	PTC 220: MTA 03, Chicago Slot Plan	50	New Permissi...	4251			AMTK	Business Appro...	11/23/2023
<a href="#">Add Response</a>	Christy Test	v5.0	Deployment	4301, 4300, 4291			AMTK, UP, AUT	Deployment Ap...	Click Add Response for...
<a href="#">Add Response</a>	ICI Status change	1	Deployment	4289			BNSF	Deployment Ap...	Click Add Response for...

The ILM framework provides a toolbar with icons that enable you to do the following tasks:



Expand the toolbar to show the names associated with each icon.



Return to the PTC ILM Application Suite page.



Switch to the Tasks application module.



Switch to the Interoperable Change Management application module.



Switch to the Interoperable Asset Config Management application module.



Switch to the Interoperable Release Management application module.



Switch to the Reports application module.



Switch to the Admin Support application module.



Switch to the System Logs application module.

## Working with Tasks

The PTC ILM Tasks module provides a way for two interoperable partners to track communications about tasks related to PTC ILM that need to be completed outside of the PTC ILM application. For example, these communications might include one partner advising another partner of a change that they plan to implement and the other partner indicating how they plan to respond to the change.

The Tasks feature has components within the Change Management, Configuration Management, and Release Management modules. The Tasks Dashboard is launched from the ILM Application Suite page (see [Exhibit 4](#)).

When you select **Tasks** on the ILM Application Suite page, the Tasks Dashboard is displayed (see [Exhibit 6](#)).

**Exhibit 6. Tasks Dashboard**

ID	Assigner	Assigned	Comments	Module	Type	ICI/ICDI/Version	Status	Task Deadline	Created Date
2864	UP	TESX		Change Management	ICR		Pending	12/08/2023	12/04/2023 14:51...
2861	TESX	TESX		Release Management	RELEASE	12.0-Draft28	Pending	12/22/2023	12/04/2023 14:21...
2677	SKOL	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:14...
2606	LBWR	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:14...
2535	KAW	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:14...
2464	GDLK	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:14...
2393	AUT	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:14...
2251	SLWC	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:13...
2180	SKOL	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:13...
2109	LBWR	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:13...
2038	KAW	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:13...
1967	GDLK	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:13...
1896	AUT	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:13...
1837	TESX	TESX		Change Management	IDR	ICI status change	Pending	11/22/2023	11/20/2023 09:10...

When initially opened, the Tasks Dashboard displays the “Assigned To My Company” tab, which lists all of the tasks assigned *to* your company. You can select the “Assigned By My Company” tab to see all of the currently active tasks assigned *by* your company.

**Note:** The number in the red circle at the top left indicates how many tasks are currently assigned to your company and are in “Pending” status. This number increases as your company is assigned more tasks and decreases as your company works on tasks and their status changes to “In Progress” and “Complete”.

The Tasks Dashboard displays the following:

- The Advanced Search panel, which is collapsible, enables you to enter search criteria and locate specific tasks. See “[Using the Advanced Search Panel](#)” on page 11 for more information.

- The menu bar, which contains tabs that enable you to specify the list of items to display.

**Note:** Each tab provides a grid with sorting, filtering, and exporting functionality as described in “[Sorting and Filtering Search Results](#)” on page 13 and “[Exporting Search Results](#)” on page 14.

- [Search Results](#) displays the results of the specified search criteria.
  - [Assigned To My Company](#) displays tasks that are assigned to your company (this is the default).
  - [Assigned By My Company](#) displays tasks that your company has assigned to another company.
- The “Display Complete and Cancelled Tasks” toggle, which you can use to include completed and cancelled tasks in the grid.
  - The “Number of Tasks” indicator, which shows the number of tasks currently displayed in the grid.
  - The **Clear Filters** button, which enables you to remove any filters you may have set.
  - The Export to CSV icon (↓), which allows you to export the contents of the grid to a CSV file (see “[Exporting Search Results](#)” on page 14).
  - The grid, which contains a list of tasks that match the search results or tab criteria (see “[Managing Tasks Assigned to Your Company](#)” on page 15 for more information).

You can also sort and filter the displayed information (see “[Sorting and Filtering Search Results](#)” on page 13).

---

## Using the Advanced Search Panel

The Advanced Search panel, which you can access by selecting ▼ at the top right of the Tasks Dashboard and collapse by selecting ^, enables you to specify search criteria for locating tasks and display them in the grid (see [Exhibit 7](#)).

**Exhibit 7. Advanced Search Panel**

The screenshot shows the 'Advanced Search' panel with the following fields and controls:

- Id:** Text input field.
- Assigner Company:** Dropdown menu with 'ALL SELECTED' selected.
- Assigned Company:** Dropdown menu with 'ALL SELECTED' selected.
- Module:** Dropdown menu with 'ALL SELECTED' selected.
- Request Type:** Dropdown menu with 'ALL SELECTED' selected.
- Select ICI Name(s):** Dropdown menu with 'ALL SELECTED' selected.
- Select ICDI Category:** Dropdown menu with 'ALL SELECTED' selected.
- Select Status:** Dropdown menu with 'ALL SELECTED' selected.
- From Date:** Date picker field.
- To Date:** Date picker field.
- Clear:** Button to reset search criteria.
- Reset:** Button to reset search criteria.
- Search:** Button to execute the search.

You can modify any or all of the search criteria to locate the task(s) you need. Depending on the criteria you modify, you may need to select **Clear** to remove the existing search criteria before searching.

Examples:

- To search for a specific known task, type the Task ID in the ID field.
- To search for an Assigner Company – use the **Assigner Company** drop-down to search by the company or companies that created the task(s).
- To search for an Assigned Company – use the **Assigned Company** drop-down to search by the company or companies that have been assigned to the task(s).
- To search for tasks created using a specific PTC ILM module – use the **Module** drop-down to search by the module used to create the task(s).
- To search for tasks in a specific status, use the **Select Status** drop-down to check the status(es) you need.
- To search for a specific type of task, use the **Request Type** drop-down to check the type(s) of task(s) to search for (ICR, IDR, SIDR, ICI, and/or Release).
- To search for ICI names, use the **Select ICI Name(s)** drop-down to check the appropriate ICI names.
- To search for a specific ICDI category, use the **Select ICDI Category** drop-down to check the box(es) for the ICDI categories you need.
- To search for tasks within a specific date range, use the calendar tool to select dates in the **From Date** and the **To Date** fields.

For the search fields that contain drop-down lists, you can check the **Select All** box at the top of the list to include every item in the list in your search criteria.

Once you have entered the appropriate search criteria, select **Search** to display the results in the the “Search Results” tab is displayed to the left of the “Assigned To My Company” and the “Assigned By My Company” tabs, and is populated based on the search criteria (see [Exhibit 8](#)).

**Note:** If you perform a search without specifying any search criteria, the Search Results tab displays all of the tasks that have been created within the PTC ILM application.

To return all fields to their default settings, select **Reset**.

**Exhibit 8. Tasks Dashboard Showing the Search Results Tab**

The screenshot displays the 'Advanced Search' panel at the top, which includes several dropdown menus and date pickers for filtering tasks. Below the search panel, the 'Search Results' tab is active, showing a table of tasks. The table has columns for ID, Assigner, Assigned, Module, Type, ICI/ICDI/Version, Status, Task Deadline, and Created Date. The first few rows of the table are as follows:

ID	Assigner	Assigned	Module	Type	ICI/ICDI/Version	Status	Task Deadline	Created Date
2850	ACEX	KCS	Change Management	ICR	AAR: S-9001 ITC System Reference Architec...	Pending	11/30/2023	11/21/2023 09:38:57
2849	ACEX	CPRS	Change Management	ICR	AAR: S-9001 ITC System Reference Architec...	Pending	11/30/2023	11/21/2023 09:38:57
2848	ACEX	JPBX	Change Management	ICR	AAR: S-9001 ITC System Reference Architec...	Pending	11/30/2023	11/21/2023 09:38:57
2847	ACEX	BRC	Change Management	ICR	AAR: S-9001 ITC System Reference Architec...	In Progress	11/30/2023	11/21/2023 09:38:57
2846	ACEX	AMTK	Change Management	ICR	AAR: S-9001 ITC System Reference Architec...	Pending	11/30/2023	11/21/2023 09:38:57
2845	TESX	ACEX	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/23/2023	11/21/2023 09:36:47
2844	TESX	BRC	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/23/2023	11/21/2023 09:36:47
2843	WSOR	UP	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Cancelled	11/21/2023	11/20/2023 13:54:30
2842	SLWC	UP	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Cancelled	11/21/2023	11/20/2023 13:54:30
2841	SKOL	UP	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Cancelled	11/21/2023	11/20/2023 13:54:30
2840	LBWR	UP	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Cancelled	11/21/2023	11/20/2023 13:54:30

**Note:** The Advanced Search panel only applies to the “Search Results” tab, and not the “Assigned To My Company” tab or the “Assigned By My Company” tab.

## Sorting and Filtering Search Results

As described in “[Managing Tasks Assigned to Your Company](#)” on page 15, the grid section of the Tasks Dashboard shows the results of searches, and “Assigned To My Company” and “Assigned By My Company” for your railroad (see [Exhibit 9](#)).

**Exhibit 9. The Tasks Dashboard (showing the Search Results Grid)**

The screenshot shows the 'Search Results' tab active, displaying a grid of tasks. The grid has columns for ID, Assigner, Assigned, Module, Type, ICI/ICDI/Version, Status, Task Deadline, and Created Date. The first few rows of the grid are as follows:

ID	Assigner	Assigned	Module	Type	ICI/ICDI/Version	Status	Task Deadline	Created Date
2850	ACEX	KCS	Change Management	ICR	AAR: S-9001 ITC System Reference Ar...	Pending	11/30/2023	11/21/2023 09:38:57
2849	ACEX	CPRS	Change Management	ICR	AAR: S-9001 ITC System Reference Ar...	Pending	11/30/2023	11/21/2023 09:38:57
2848	ACEX	JPBX	Change Management	ICR	AAR: S-9001 ITC System Reference Ar...	Pending	11/30/2023	11/21/2023 09:38:57
2847	ACEX	BRC	Change Management	ICR	AAR: S-9001 ITC System Reference Ar...	In Progress	11/30/2023	11/21/2023 09:38:57
2846	ACEX	AMTK	Change Management	ICR	AAR: S-9001 ITC System Reference Ar...	Pending	11/30/2023	11/21/2023 09:38:57
2845	TESX	ACEX	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/23/2023	11/21/2023 09:36:47
2844	TESX	BRC	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/23/2023	11/21/2023 09:36:47
2843	WSOR	UP	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Cancelled	11/21/2023	11/20/2023 13:54:30
2842	SLWC	UP	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Cancelled	11/21/2023	11/20/2023 13:54:30
2841	SKOL	UP	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Cancelled	11/21/2023	11/20/2023 13:54:30

With no search criteria specified, the grid lists rows of tasks that have been entered into PTC ILM and displays columns of information about each item.

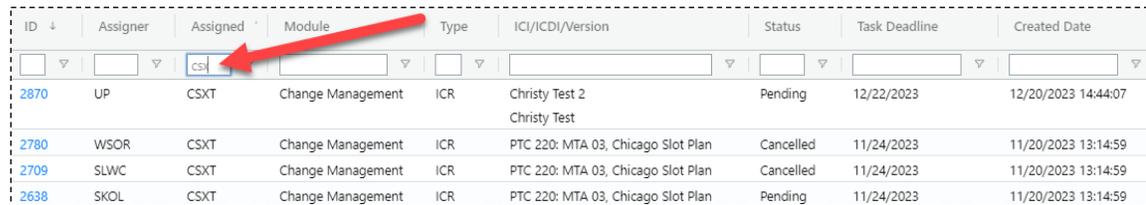
To see all the rows in the grid, use the vertical scroll bar. Use the horizontal scroll bar to view any data that exceeds the width of the viewable area.

You can sort the displayed information by column in ascending or descending order. Simply select the column heading for the column you want to sort. An arrow (↑ or ↓) is displayed next to the heading to indicate the sort order. Select the column heading again to switch the sort order. Select the column heading a third time to remove the sort on that column.

You can filter the information displayed in the grid to only show rows containing information you need to see. Each column contains a filter field directly below the column heading.

To apply a filter to a column, type a word or phrase in a column's filter field that you want to see in the results. The displayed results are narrowed to only show rows that contain the filtered word or phrase. A filter icon (∇) is displayed in the column heading to remind you about the filter (see [Exhibit 10](#)).

**Exhibit 10. The Tasks Dashboard (showing a Column Filter entered)**



ID ↓	Assigner	Assigned	Module	Type	ICI/ICDI/Version	Status	Task Deadline	Created Date
2870	UP	CSXT	Change Management	ICR	Christy Test 2 Christy Test	Pending	12/22/2023	12/20/2023 14:44:07
2780	WSOR	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Cancelled	11/24/2023	11/20/2023 13:14:59
2709	SLWC	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Cancelled	11/24/2023	11/20/2023 13:14:59
2638	SKOL	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:14:59

**Tip!** You can apply filters to multiple columns at once.

To remove filters, select the **Clear Filters** button or delete the characters from the filter field.

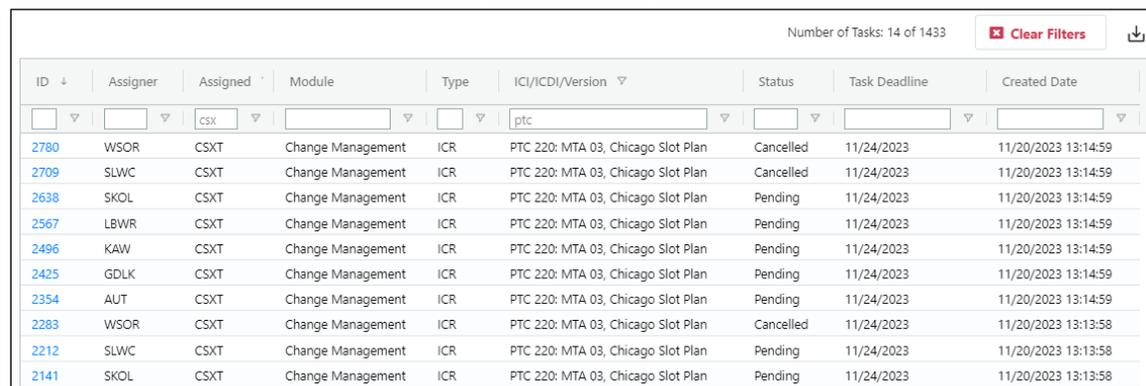
**Note:** Any changes that you make to the grid using sorting or filters are reflected if the data is exported.

## Exporting Search Results

You can export the information displayed in the grid to a Comma Separated Value (CSV) file, which can then be opened in a spreadsheet application.

Once you have the information you want to export displayed in the grid, select the Export to CSV icon (📄) to download the grid contents to a CSV file (see [Exhibit 11](#)).

**Exhibit 11. The Tasks Dashboard (Showing Data to be Exported)**



ID ↓	Assigner	Assigned	Module	Type	ICI/ICDI/Version	Status	Task Deadline	Created Date
2780	WSOR	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Cancelled	11/24/2023	11/20/2023 13:14:59
2709	SLWC	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Cancelled	11/24/2023	11/20/2023 13:14:59
2638	SKOL	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:14:59
2567	LBWR	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:14:59
2496	KAW	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:14:59
2425	GDLK	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:14:59
2354	AUT	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:14:59
2283	WSOR	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Cancelled	11/24/2023	11/20/2023 13:13:58
2212	SLWC	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:13:58
2141	SKOL	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:13:58

**Note:** Any changes that you make to the grid using sorting or filters are reflected in the export.

Once the results are exported to a CSV file, you can then view them in a spreadsheet application (see [Exhibit 12](#)).

**Exhibit 12. Spreadsheet Application (Showing Exported Data)**

	A	B	C	D	E	F	G	H	I
1	ID	Assigner	Assigned	Module	Type	ICI/ICDI/Version	Status	Task Deadline	Created Date
2	2780	WSOR	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Cancelled	11/24/2023	11/20/2023 13:14
3	2709	SLWC	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Cancelled	11/24/2023	11/20/2023 13:14
4	2638	SKOL	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:14
5	2567	LBWR	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:14
6	2496	KAW	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:14
7	2425	GDLK	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:14
8	2354	AUT	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:14
9	2283	WSOR	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Cancelled	11/24/2023	11/20/2023 13:13
10	2212	SLWC	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:13
11	2141	SKOL	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:13
12	2070	LBWR	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:13
13	1999	KAW	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:13
14	1928	GDLK	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:13
15	1857	AUT	CSXT	Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:13

## Managing Tasks Assigned to Your Company

The “Assigned To My Company” tab is the default tab that is displayed when you open the Tasks module. This tab lists all of the tasks assigned to your company that are in “Pending” or “In Progress” status.

**Note:** You can select the **Display Complete and Cancelled Tasks** toggle to also display tasks assigned to your company that are in “Complete” or “Cancelled” status (see [Exhibit 13](#)).

**Exhibit 13. Tasks Dashboard Showing the Assigned To My Company Tab**

ID	Assigner	Assigned	Comments	Module	Type	ICI/ICDI/Version	Status	Task Deadline	Created Date
2864	UP	TESX		Change Management	ICR		Pending	12/08/2023	12/04/2023 14:51...
2861	TESX	TESX		Release Management	RELEASE	12.0-Draft28	Pending	12/22/2023	12/04/2023 14:21...
2819	WSOR	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Cancelled	11/24/2023	11/20/2023 13:14...
2748	SLWC	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Cancelled	11/24/2023	11/20/2023 13:14...
2677	SKOL	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:14...
2606	LBWR	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:14...
2535	KAW	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:14...
2464	GDLK	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:14...
2393	AUT	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:14...
2322	WSOR	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Cancelled	11/24/2023	11/20/2023 13:13...
2251	SLWC	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:13...
2180	SKOL	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:13...
2109	LBWR	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:13...
2038	KAW	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:13...
1967	GDLK	TESX		Change Management	ICR	PTC 220: MTA 03, Chicago Slot Plan	Pending	11/24/2023	11/20/2023 13:13...

The “Assigned To My Company” tab contains the following columns of information:

ID	A hyperlinked identifier that you can select to open the associated task on the Task Details page for viewing (and editing, if applicable). See <a href="#">“Viewing Task Details”</a> on page 17 for more information.
Assigner	The mark of the company that assigned the task to your company.
Assigned	The mark of the company to which the task is assigned (your company).
Comments	A comment icon (  ) in this column indicates that a comment has been added to the task.
Module	The PTC ILM module in which the task was created (Change Management, Configuration Management, or Release Management).
Type	The type of the task (ICR, IDR, SIDR, ICI, or Release).
ICI/ICDI Version	The ICI, ICDI, or version with which the task is associated.
Status	The status of the task:  Pending – the task has not yet been worked on by the company to which it has been assigned.  In Progress – the task is being worked on by the company to which it has been assigned.  Complete – the task has been completed by the company to which it was assigned.  Cancelled – the task has been cancelled by the company that created it.
Task Deadline	The date by which the task should be completed as set by the assigner. If the date is in red, this indicates that it is past due.
Created Date	The date on which the task was created by the assigner.

## Viewing Task Details

When you select a Task ID hyperlink from the Tasks Dashboard (see [Exhibit 6](#)), the Task Details page is displayed (see [Exhibit 14](#)).

**Exhibit 14. Tasks Details Page**

**Task ID: 2870**

Assigner Company: UNION PACIFIC      Assigned Company: CSX      Task Status: Pending      Completion Status:

**Task Details**               

Task Title: Generic      Task Deadline: 12/22/2023      Task Created Date: 12/20/2023 13:44:07

Module: Change Management      Request: [ICR 4290 - New Permissible Version](#)

ICI Name	Version of Affected ICI(s)
Christy Test	5.0
Christy Test 2	6.0

**Task Plan Description:**

On Thursday December 21, 2023, between 11:00 – 11:30AM ET, RAILINC will add I-ETMS software version 6.3.23.3 and its associated Railroad Config v4a.1.0 to our RAIL locomotive group in BOS. Please ensure you make these changes in your MDM group(s) for RAIL locomotives to ensure proper operations continue as planned on 12/21/2023. Your final settings for RAIL should match the below chart after this date/time.

Again the changes are to:

- Add I-ETMS 6.3.23.3
- Add Your RR Config 4a.1.0

**Comments:**   

Entered by [redacted] on 12/20/2023 at 01:44 PM :  
Please contact [csc@railinc.com](mailto:csc@railinc.com) if you have any questions.

**Supplemental Materials:**

           1 of 1

File Name	Size	Uploaded	Uploaded By	Owner Railroad	Status
<a href="#">Additional Instructions.pdf</a>	215868	12/20/2023 14:44:07	[redacted]	UP	UPLOADED

The Task Details page enables you to view the details of the task. It displays the following:

- Task ID**      A numeric identifier for the task.
- Assigner Company**      The well-known name of the company that assigned the task.
- Assigned Company**      The well-known name of the company to which the task is assigned.
- Task Status**      The current status of the task (Pending, In Progress, Complete, or Cancelled).

**Completion Status** If the status of the task is “Complete”, this field provides additional status information (Implemented Successfully, Implemented with Issues, or Not Implemented).

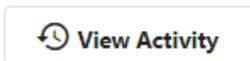
Depending on your access and whether you represent the assigner company or the assigned company, the following buttons may be displayed at the top of the Task Details section:



Copy the details of an existing task to create a new task (see “[Copying Task Details](#)” on page 21). This button is only available to the company that assigned the task.



Modify the details of an existing task (see “[Editing Task Details](#)” on page 22). This button is only available to the company that assigned the task.



View the Task Activity Log (see “[Viewing the Task Activity Log](#)” on page 23). This button is available to both the assigner company and the assigned company.



Cancel an existing task (see “[Cancelling Tasks](#)” on page 23). This button is only available to the company that assigned the task.

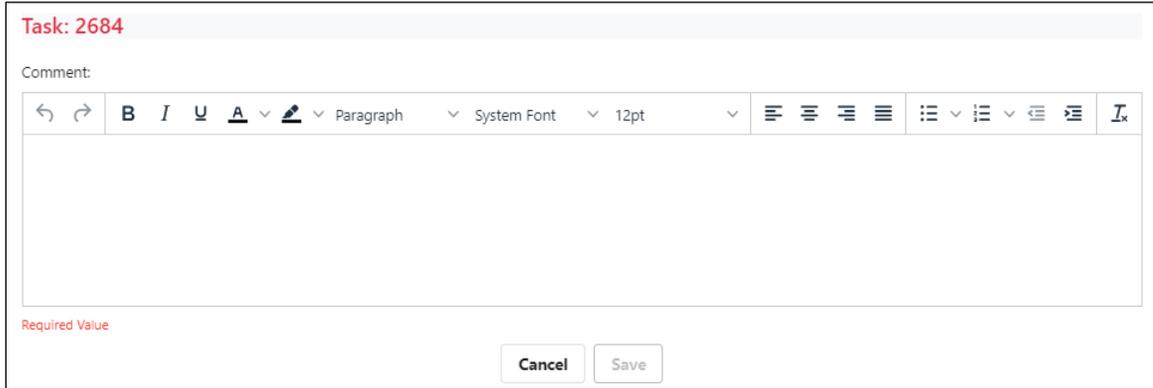
The Task Details section of the page displays the following information:

<b>Task Title</b>	A brief, descriptive title provided by the assigner.
<b>Task Deadline</b>	The date by which the task should be completed as set by the assigner. If the date is in red, this indicates that it is past due.
<b>Task Created Date</b>	The date on which the task was created by the assigner.
<b>Module</b>	The PTC ILM module in which the task was created (Change Management, Configuration Management, or Release Management).
<b>Request <i>(for Change Management tasks only)</i></b>	This field contains a hyperlink to the ICR, IDR, or SIDR associated with the task.
<b>ICI Name/ICDI Category and Version <i>(for Change Management tasks only)</i></b>	A grid showing the ICI Name/ICDI Category and version(s) associated with the task.
<b>ICI Name and Version <i>(for Configuration Management tasks only)</i></b>	ICI Name and version associated with the task.
<b>PISR Version Status and Version <i>(for Release Management tasks only)</i></b>	These fields contain information about the status of the PISR and the version associated with the task.

Task Plan Description      Description of the task as entered by the assigner.

The Comments section of the page displays all the comments that have been added to the task and contains an **Add a Comment** button that you can select to display a popup that enables you to save additional comments with the task (see [Exhibit 15](#)).

### **Exhibit 15. Comments Popup**



Type your comment, format it as needed, and select **Save** to save your comment with the task.

The Supplemental Materials section of the page displays any files that have been added to the task. You can select the **Select File(s)** button to locate files to upload to support the task. You can also drag and drop files to upload. The supported filetypes are: .doc, .docx, .msg, .txt, .csv, .ppt, .xml, .bmp, .gif, .jpg, .xls, .pdf, .xlsx, .pptx, .pem, .der, .crt, .cer, and .png.

Once you select the files you need, select **Upload Files** to upload the files to the server. You can select a file that has already been uploaded to download it to your local Downloads folder.

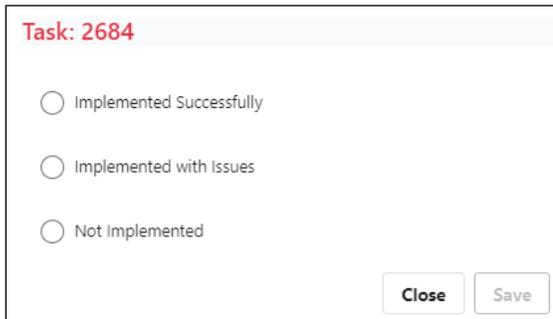
You can select the Task Status field to display a popup that enables you to change the status to “In Progress” or “Complete” (see [Exhibit 16](#)).

### **Exhibit 16. Task Status Popup**



**Note:** If you choose the status of “Complete” and then select **Save**, a second popup is displayed that enables you to specify additional Completion Status information (see [Exhibit 17](#)).

**Exhibit 17. Completion Status Popup**



Task: 2684

Implemented Successfully

Implemented with Issues

Not Implemented

Close Save

You can choose a Completion Status of “Implemented Successfully”, “Implemented with Issues”, or “Not Implemented”.

**Note:** If you choose the Completion Status of “Implemented with Issues”, a comments box is displayed for you to add additional information. Any comments added using this box are displayed in the Comments section.

When you select **Save**, the Task Status is updated, the number of tasks in “Pending” status is decreased, and a success message is displayed (see [Exhibit 18](#)).

**Exhibit 18. Success Message**



Once the task is completed, the Completion Status field is updated. You can continue to add comments or additional supplemental files as needed.

# Copying Task Details

Select **Copy Task Details** from the Task Details page to copy the details of an existing task (see [Exhibit 19](#)).

**Exhibit 19. Copy Task Details Page**

**Copy Task Details:**

**Module:**  
Change Management

**Request:**  
ICR-4290 - New Permissible Version

ICI Name:	Version of Affected ICI(s):
Christy Test	5.0
Christy Test 2	6.0

Assigned Railroad(s)  
ALL SELECTED

Task Title \*  
Generic

Task Deadline \*  
12/22/2023

Task Plan Description \*

On Thursday December 21, 2023, between 11:00 – 11:30AM ET, RAILINC will add I-ETMS software version 6.3.23.3 and its associated Railroad Config v4a.1.0 to our RAIL locomotive group in BOS. Please ensure you make these changes in your MDM group(s) for RAIL locomotives to ensure proper operations continue as planned on 12/21/2023. Your final settings for RAIL should match the below chart after this date/time.

**Again the changes are to:**

- Add I-ETMS 6.3.23.3

Comment

+ Select File(s)
Upload Files

Drag and Drop Files Here

1 of 1

File Name	Size	Uploaded	Uploaded By	Owner Railroad	Status
<a href="#">Additional Instructions.pdf</a>	215868	12/20/2023 14:44:07	CARYDOC	UP	UPLOADED

Cancel Create Task(s)

You could use this feature to copy a task and create a similar task for one or more additional railroads. Comments are not copied to the new task, but supplemental materials are copied.

Make the necessary changes and select **Create Task(s)**.

## Editing Task Details

Select **Edit Task Details** from the Task Details page to modify the details of an existing task (see [Exhibit 20](#)).

**Exhibit 20. Edit Task Details Page**

**Edit Task for: 2870**

**Module:**  
Change Management

**Request:**  
ICR-4290 - New Permissible Version

ICI Name:	Version of Affected ICI(s):
Christy Test	5.0
Christy Test 2	6.0

**Assigned Company:**  
CSX

Task Title \*  
Generic

Task Deadline \*  
12/22/2023

Task Plan Description \*

On Thursday December 21, 2023, between 11:00 – 11:30AM ET, RAILINC will add I-ETMS software version 6.3.23.3 and its associated Railroad Config v4a.1.0 to our RAIL locomotive group in BOS. Please ensure you make these changes in your MDM group(s) for RAIL locomotives to ensure proper operations continue as planned on 12/21/2023. Your final settings for RAIL should match the below chart after this date/time.

Again the changes are to:

- Add I-ETMS 6.3.23.3

Cancel Save

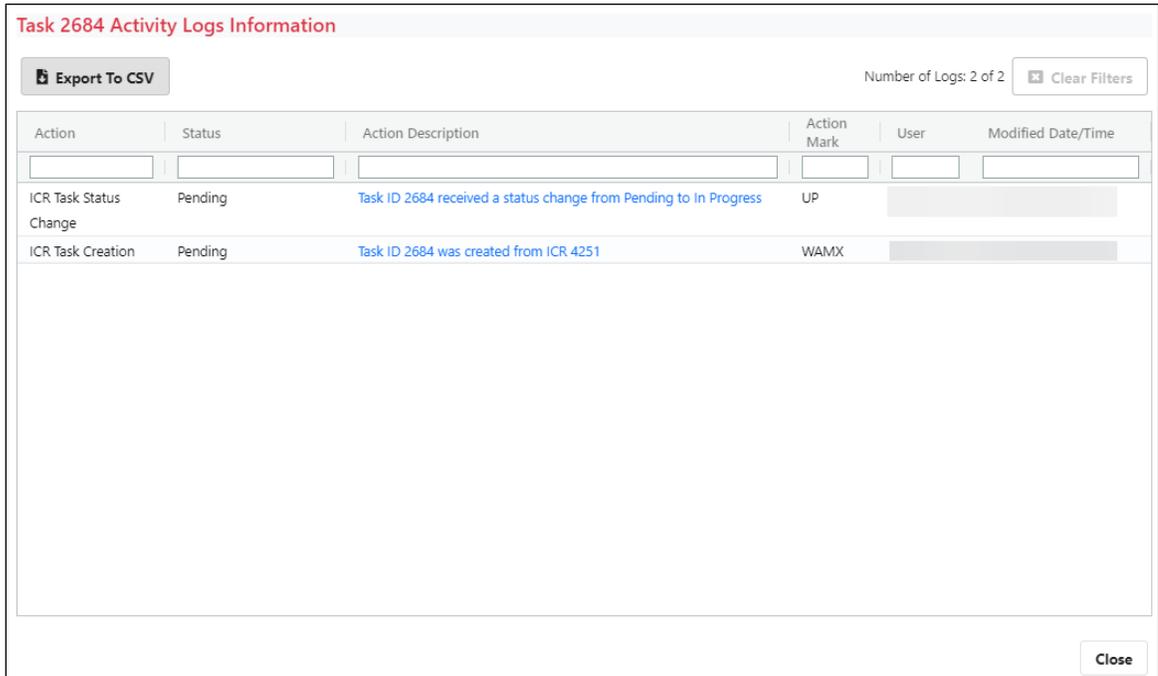
You could use this feature to modify the title or description of a task or extend the task deadline. You cannot change the assigned company, modify comments, or modify supplemental materials.

Make the necessary changes and select **Save**.

## Viewing the Task Activity Log

You can select **View Activity** to display the Task Activity Logs Information popup, which lists the changes that have been made to the task (see [Exhibit 21](#)).

**Exhibit 21. Task Activity Logs Information Popup**



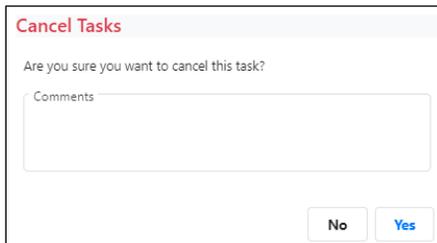
You can select **Export To CSV** to save the contents of the Task Activity Logs Information popup to a CSV file. Select **Close** to exit the popup and return to the Task Details page.

Select **Tasks** in the gray bar at the top of the Task Details page or select the Task icon (☰) from the ILM framework toolbar on the left to return to the Tasks Dashboard, where you can continue to view the lists of tasks assigned to your company and tasks assigned by your company.

## Cancelling Tasks

Select **Cancel Task** from the Task Details page to cancel a task (see [Exhibit 22](#)).

**Exhibit 22. Cancel Tasks Popup**



**Note:** You can only cancel tasks that are in “Pending” or “In Progress” status.

You can use this feature to cancel a task if it is no longer needed. You can enter a comment to describe the reason for cancelling the task. Comments are displayed on the Task Details page.

## Managing Tasks Assigned by Your Company

Select the “Assigned By My Company” tab on the Tasks Dashboard to see a list of all the tasks assigned by your company that are in “Pending” or “In Progress” status.

**Note:** You can select the **Display Complete and Cancelled Tasks** toggle to also display tasks assigned by your company that are in “Complete” or “Cancelled” status (see [Exhibit 23](#)).

**Exhibit 23. Tasks Dashboard Showing the Assigned By My Company Tab**

ID	Assigner	Assigned	Comments	Module	Type	ICI/ICDI/Version	Status	Task Deadline	Created Date
2866	UP	BNSF		Change Management	ICR		Pending	12/08/2023	12/04/2023 14:5...
2865	UP	NS		Change Management	ICR		Pending	12/08/2023	12/04/2023 14:5...
2864	UP	TESX		Change Management	ICR		Pending	12/08/2023	12/04/2023 14:5...
2863	UP	METX		Change Management	ICR		Pending	12/08/2023	12/04/2023 14:5...
2862	UP	CPRS		Change Management	ICR		Pending	12/08/2023	12/04/2023 14:5...

The “Assigned By My Company” tab contains the same functionality and columns of information as the “Assigned To My Company” tab (see [Exhibit 13](#)), but also contains the following additional functions:

- Checkboxes to the left of the ID**      Select a checkbox or multiple checkboxes to mark the selected tasks for cancellation. Select the checkbox at the top to select all checkboxes. Checkboxes are only displayed for tasks that are in “Pending” or “In Progress” status.
- Cancel Tasks button**      Select this button to cancel tasks created by your company that have been marked for cancellation. You can select multiple “Pending” or “In Progress” tasks and then select the **Cancel Tasks** button to cancel them and apply the same comment to all.

# Creating Tasks

Tasks can be created from within the Change Management, Configuration Management, and Release Management modules.

**Note:** The process is similar for each module, but only the Interoperable Change Manager can create tasks using the Configuration Management and Release Management modules.

Use the following process to create tasks from the Change Management module:

1. Open the Change Management module. The Change Management Dashboard is displayed (see [Exhibit 24](#)).

**Exhibit 24. Change Management Dashboard**

Actions	ICI(s)/ICDI	Version(s) of Affected ICI(s)/ICDI	Type	ICRs	IDRs	SIDRs	Requesting Railroad(s)	Current Status	Response Due Date
<a href="#">Add Response</a>	Christy Test 2	6.1	New Permissi...	4298			ACEX	Business Appro...	12/14/2023
<a href="#">Add Response</a>	Christy Test	5.0	New Permissi...	4290			BRC	Business Appro...	12/06/2023
<a href="#">Add Response</a>	Christy Test 2	6.0							
<a href="#">Add Response</a>	Christy Test	CK Test	New Permissi...	4276			BNSF	Business Appro...	11/28/2023
<a href="#">Add Response</a>	Christy Test	v5.0	Deployment		4301, 4291		AMTK, AUT	Deployment A...	Click Add Response fo...
<a href="#">Add Response</a>	AAR: S-9058 ITC Ticket Managem...	N/A	Decommissio...	4280			ACEX	Deployment A...	Click Add Response fo...
<a href="#">Add Response</a>	Back Office Software	christy is testi...				4282	TESX	Deployment A...	12/05/2023

2. Select the link for the ICR, IDR, or SIDR for which you want to create a task. The View ICR page is displayed (see [Exhibit 25](#)).

**Note:** In the Configuration Management module, you would select a link for an ICI to create a task. In the Release Management module, simply select **Create Task(s)**.

**Exhibit 25. Change Management View ICR Page (Showing the General Information Tab)**

ICI Name	Version(s) of Affected ICI(s)	Compatible Version(s) per Vendor	Is ICI(s) Version(s) Released	Limited Scope Railroad(s)
Christy Test	5.0		No	AMTK, AUT, GDLK, KAW, LBWR, METX, SKOL, SLWC, TESX, UP, WAMX, WSDR
Christy Test 2	6.0		No	

3. On the General Information tab, select the **Create Task(s)** button. The Create Task(s) popup is displayed (see [Exhibit 26](#)).

**Exhibit 26. Change Management Create Task(s) Popup**

**Create Task(s): ICR 4290 - New Permissible Version**

Assigner Railroad: UP

ICI Name:	Version(s) of Affected ICI(s):
Christy Test	5.0
Christy Test 2	6.0

Assigned Railroad(s)  
ALL SELECTED

Task Title \*  Task Deadline \*

Task Plan Description \*

Comments

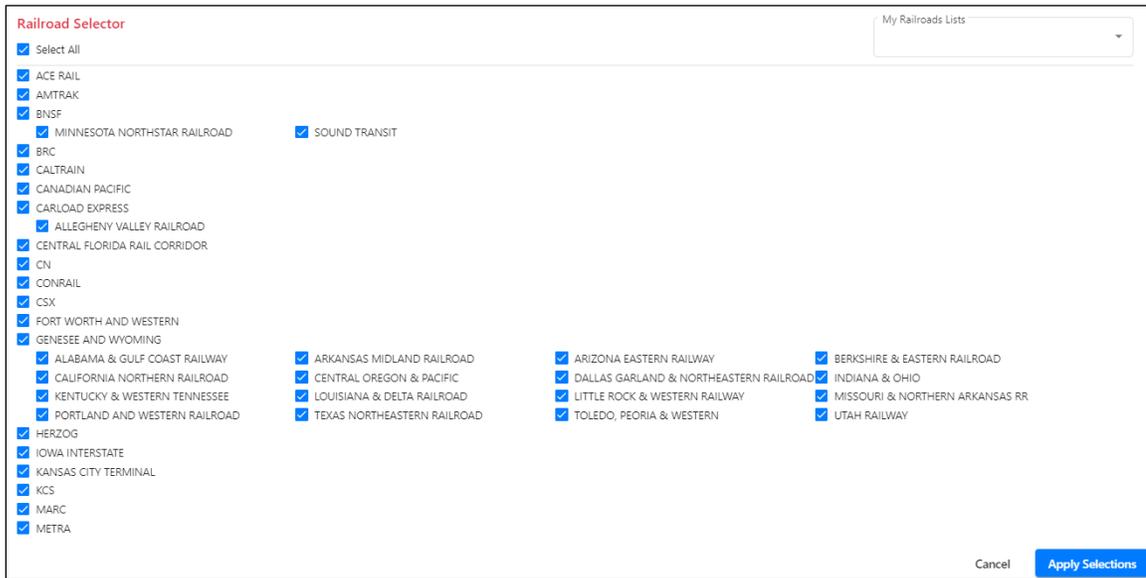
+ Select File(s) Upload Files  Drag and Drop Files Here 0 of 0

File Name	Size	Uploaded	Uploaded By	Owner Railroad	Status
No Rows To Show					

Cancel Create Task(s)

4. Select the **Assigned Railroad(s)** drop-down. The Railroad Selector popup is displayed (see [Exhibit 27](#)).

**Exhibit 27. Railroad Selector Popup**



5. By default, all the railroads are selected. Select **Select All** to uncheck all the railroads. Then choose the railroads to which you want to assign tasks, and select the **Apply Selections** button. The Create Task(s) popup is redisplayed.
6. Select the **Task Title** drop-down and choose a title from the list.
7. In the **Task Deadline** field, select the calendar icon and choose a date for the task to be completed by.
8. In the **Task Plan Description** field, type a description of the task. You can use rich text formatting to create bullets, add highlighting, and other formatting as needed.
9. Optionally, in the **Comments** field, you can add additional information.
10. Optionally, you can select **Select File(s)** to attach files to the task. Once you select files, they are queued. Select **Upload Files** to upload the queued files.

[Exhibit 28](#) shows an example of a completed Create Task(s) popup.

**Exhibit 28. Completed Create Task(s) Popup**

**Create Task(s): ICR 4290 - New Permissible Version**

Assigner Railroad: UP

ICI Name:	Version(s) of Affected ICI(s):
Christy Test	5.0
Christy Test 2	6.0

Assigned Railroad(s)  
BNSF (+ 2 other)

Task Title \*  
Generic

Task Deadline \*  
12/22/2023

Task Plan Description \*

On Thursday December 21, 2023, between 11:00 – 11:30AM ET, RAILINC will add I-ETMS software version 6.3.23.3 and its associated Railroad Config v4a-1.0 to our RAIL locomotive group in BOS. Please ensure you make these changes in your MDM group(s) for RAIL locomotives to ensure proper operations continue as planned on 12/21/2023. Your final settings for RAIL should match the below chart after this date/time.

Again the changes are to:

- Add I-ETMS 6.3.23.3

Comments

Please contact [csc@railinc.com](mailto:csc@railinc.com) if you have any questions.

+ Select File(s) Upload Files Drag and Drop Files Here 1 of 1

File Name	Size	Uploaded	Uploaded By	Owner Railroad	Status
Additional Instructions.pdf	215868	12/20/2023 14:40:38	CARYDOC	UP	UPLOADED

Cancel Create Task(s)

11. Select **Create Task(s)** to create the task(s). The task(s) are created for the railroads you selected. The Change Management View ICR Page is redisplayed, and a success message is displayed at the top right (see [Exhibit 29](#)).

**Exhibit 29. Change Management View ICR Page (Showing a Success Message)**

**RAILINC** PTC Interoperable Lifecycle Management Getting Started Guide

Task ID(s): 2868,2869,2870 created successfully.

ICR 4290 Business Approval-Pending ICR Closed

General Information Railroad Responses Advancements Supplemental Materials Railroad Approvals

View Activity + Create Task(s) Task(s)

ICR Type: **New Permissible Version**

Expedited Flag: False

Proposed ICR Summary: test

Current Status: Business Approval-Pending

Request for Amendment: No

Created Date/Time: 11/29/2023 11:02:32

Modified Date/Time: 11/29/2023 12:11:24

ICI Name	Version(s) of Affected ICI(s)	Compatible Version(s) per Vendor	Is ICI(s) Version(s) Released	Limited Scope Railroad(s)
Christy Test	5.0		No	AMTK, AUT, GDLK, KAW, LBWR, METX, SKDL, SLWC, TESP, UX, WAMX, WSCR
Christy Test 2	6.0		No	

After the task is created, you can select the **Task(s)** button to view the tasks associated with the ICR. The Task(s) popup is displayed, including the newly created tasks (see [Exhibit 30](#)).

### Exhibit 30. Task(s) Popup

Task(s) for ICR 4290 Number of Task(s): 8

Task ID	Assigner Railroad	Assigned Railroad	Current Status
<a href="#">2870</a>	UNION PACIFIC	CSX	Pending
<a href="#">2869</a>	UNION PACIFIC	CN	Pending
<a href="#">2868</a>	UNION PACIFIC	BNSF	Pending
<a href="#">2866</a>	UNION PACIFIC	BNSF	Pending
<a href="#">2865</a>	UNION PACIFIC	NORFOLK SOUTHERN	Pending
<a href="#">2864</a>	UNION PACIFIC	MXV RAIL	Pending
<a href="#">2863</a>	UNION PACIFIC	METRA	Pending
<a href="#">2862</a>	UNION PACIFIC	CANADIAN PACIFIC	Pending

You can select a Task ID link to go to the Task Details page in the Tasks module to view and manage the selected task (see “[Viewing Task Details](#)” on page 17).

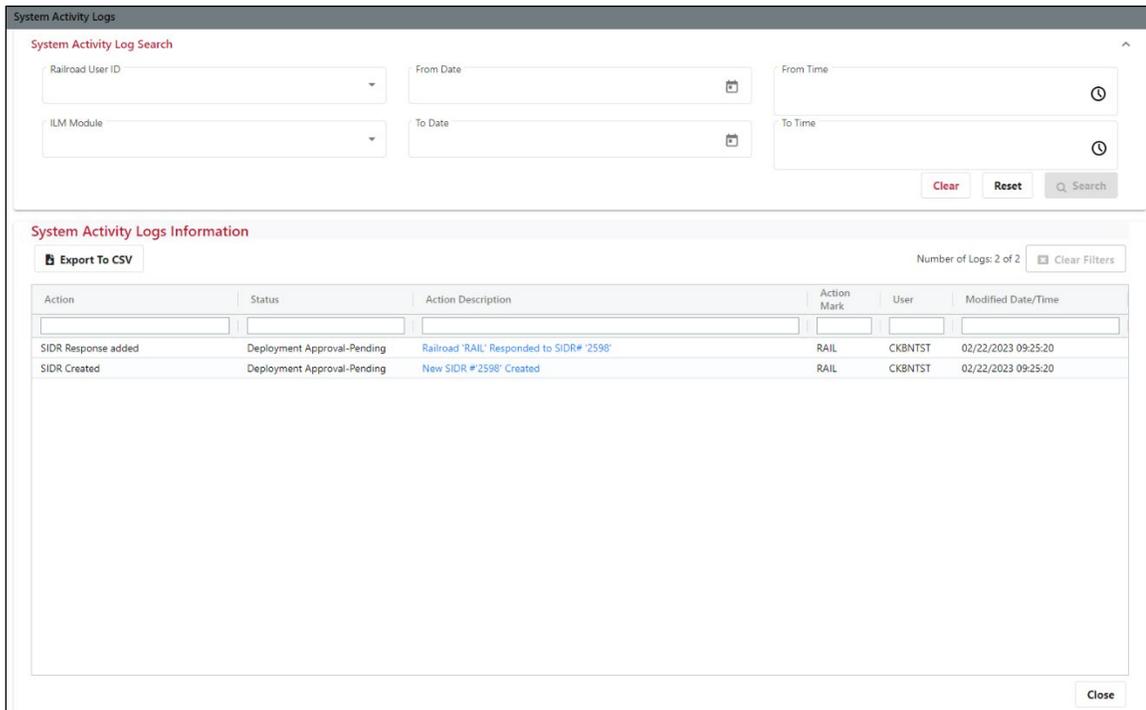
- If you represent the Assigned Railroad, follow the steps in “[Managing Tasks Assigned to Your Company](#)” on page 15).
- If you represent the Assigner Railroad, follow the steps in “[Managing Tasks Assigned by Your Company](#)” on page 24).

## Working with the System Activity Logs

PTC ILM maintains records of user activity, including what activity was performed, which user performed the activity, and the date and time of the activity. The System Activity Logs module enables you to search and view these records of user activity.

To access the System Activity Logs module, select the System Activity Logs icon  from the ILM Application Suite page (or select the  icon from the ILM framework). The System Activity Logs page is displayed (see [Exhibit 31](#)).

**Exhibit 31. System Activity Logs Page**



Action	Status	Action Description	Action Mark	User	Modified Date/Time
SIDR Response added	Deployment Approval-Pending	<a href="#">Railroad "RAIL" Responded to SIDR# 2598</a>	RAIL	CKBNTST	02/22/2023 09:25:20
SIDR Created	Deployment Approval-Pending	<a href="#">New SIDR # 2598</a> Created	RAIL	CKBNTST	02/22/2023 09:25:20

The System Activity Logs page consists of the collapsible System Activity Log Search box and the System Activity Logs Information section (which contains the grid). By default, the grid displays any action taken on the current date by any user or by the PTC ILM system. The number of logs displayed is indicated at the top right of the grid. You can search for specific results by completing fields in the System Activity Log Search box (see “[Searching for Specific Information](#)” on page 31) and export search results to a CSV file (see “[Exporting Search Results](#)” on page 32).

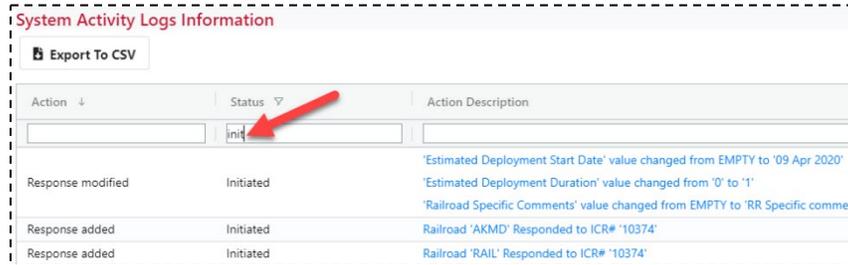
To see all the rows in the grid, use the vertical scroll bar. Use the horizontal scroll bar to view any data that exceeds the width of the viewable area.

You can sort the displayed information by column in ascending or descending order. Simply select the column heading for the column you want to sort. An arrow (↑ or ↓) is displayed next to the heading to indicate the sort order. Select the column heading again to switch the sort order.

You can filter the information displayed in the grid to only show rows containing information you need to see. Each column contains a filter field directly below the column heading.

To apply a filter to a column, type a word or phrase in a column's filter field that you want to see in the results. The displayed results are narrowed to only show rows that contain the filtered word or phrase. A filter icon (▼) is displayed in the column heading to remind you about the filter (see [Exhibit 32](#)).

**Exhibit 32. The System Activity Logs Information Grid (showing a Column Filter entered)**



The screenshot shows a table titled "System Activity Logs Information" with an "Export To CSV" button. The table has three columns: "Action", "Status", and "Action Description". The "Status" column header has a filter icon (▼) and a filter field containing the text "init". A red arrow points to the filter icon. The table contains four rows of data:

Action	Status	Action Description
Response modified	Initiated	'Estimated Deployment Start Date' value changed from EMPTY to '09 Apr 2020' 'Estimated Deployment Duration' value changed from '0' to '1' 'Railroad Specific Comments' value changed from EMPTY to 'RR Specific comment'
Response added	Initiated	Railroad 'AKMD' Responded to ICR# '10374'
Response added	Initiated	Railroad 'RAIL' Responded to ICR# '10374'

**Tip:** You can apply filters to multiple columns at once.

To remove filters, select the **Clear Filters** button or delete the characters from the filter field.

**Note:** Any changes you make to the grid using sorting or filters are reflected if the data is exported.

---

## Searching for Specific Information

The System Activity Log Search box at the top of the System Activity Logs page enables you to enter and apply search criteria to locate specific information in the System Activity Logs. You can display and hide this box by selecting the ▼ and ^ icons at the top right.

Examples:

- To search for activity by a specific known user ID, select the **Railroad User ID** drop-down list and then select the appropriate user ID.
- To search for activity in a specific ILM module, select the **ILM Module** drop-down list and then select the appropriate module.
- To search for ICRs within a specific date range, use the calendar tool to select dates in the **From Date** and the **To Date** fields.
- To search for ICRs within a specific time period, first select a date range and then use the clock tool to select a time period in the **From Time** and the **To Time** fields.

Once you have entered the appropriate search criteria, select **Search** to display the results in the grid below.

Select **Clear** to remove the search criteria you entered. To return all fields to their default settings, select **Reset**.

## Exporting Search Results

You can export the information displayed in the grid to a Comma Separated Value (CSV) file, which can then be opened in a spreadsheet application.

Once you have the information you want to export displayed in the grid, select the **Export to CSV** button to download the grid contents to a CSV file (see [Exhibit 33](#)).

**Exhibit 33. The System Activity Logs Page (Showing Data to be Exported)**

The screenshot shows the 'System Activity Logs Information' page. At the top left, there is a button labeled 'Export To CSV'. At the top right, it says 'Number of Logs: 6 of 51' and a 'Clear Filters' button. Below this is a table with the following columns: Action, Status, Action Description, Action Mark, User, and Modified Date/Time (CST). The table contains six rows of log entries.

Action	Status	Action Description	Action Mark	User	Modified Date/Time (CST)
ICI Version information Added	Confirmed	New Version 2.7 added to ICI MCC: Wayside Radio Software	RAIL	sdhwx09	01/10/2020 12:21:35
ICI Audit created	Confirmed	[WATC] completed audit for [MCC: Wayside Radio Software] with Audit status as [Confirmed] on [01/02/2020]	TESX	TESXPTC	01/02/2020 09:17:28
ICI Audit created	Confirmed	[WATC] completed audit for [MCC: Locomotive Radio Software] with Audit status as [Confirmed] on [01/02/2020]	TESX	TESXPTC	01/02/2020 09:17:28
ICI Audit created	Confirmed	[WATC] completed audit for [MCC: Locomotive Messaging Server Software] with Audit status as [Confirmed] on [01/02/2020]	TESX	TESXPTC	01/02/2020 09:17:28
ICI Audit created	Confirmed	[WATC] completed audit for [MCC: Base Station Radio Software] with Audit status as [Confirmed] on [01/02/2020]	TESX	TESXPTC	01/02/2020 09:17:28
ICI Audit created	Confirmed	[WATC] completed audit for [MCC: Back Office Messaging Server Software] with Audit status as [Confirmed] on [01/02/2020]	TESX	TESXPTC	01/02/2020 09:17:28

**Note:** Any changes that you make to the grid using sorting or filters are reflected in the export.

Once the results are exported to a CSV file, you can then view them in a spreadsheet application (see [Exhibit 34](#)).

**Exhibit 34. Spreadsheet Application (Showing Exported Data)**

	A	B	C	D	E	F	G
1	Action	Status	Action Description	Action Mark	User	Modified Date/Time (CST)	
2	ICI Version information Added	Confirmed	New Version 2.7 added to ICI MCC: Wayside Radio Softw	RAIL	sdhwx09	1/10/2020 12:21	
3	ICI Audit created	Confirmed	[WATC] completed audit for [MCC: Wayside Radio Softw	TESX	TESXPTC	1/2/2020 9:17	
4	ICI Audit created	Confirmed	[WATC] completed audit for [MCC: Locomotive Radio Sof	TESX	TESXPTC	1/2/2020 9:17	
5	ICI Audit created	Confirmed	[WATC] completed audit for [MCC: Locomotive Messagin	TESX	TESXPTC	1/2/2020 9:17	
6	ICI Audit created	Confirmed	[WATC] completed audit for [MCC: Base Station Radio So	TESX	TESXPTC	1/2/2020 9:17	
7	ICI Audit created	Confirmed	[WATC] completed audit for [MCC: Back Office Messaging	TESX	TESXPTC	1/2/2020 9:17	
8							

## Working with Reports

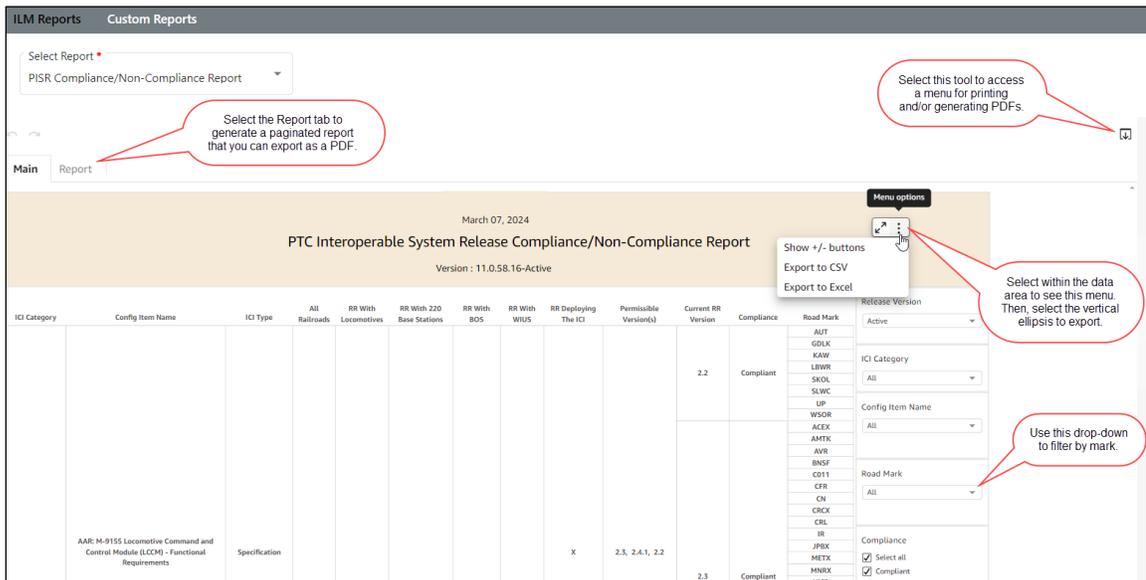
The ILM Reports module provides access to a set of reports that enable you to view and analyze information about ICIs and versions throughout the system. It also enables you to create custom reports.

**Note:** The ILM Reports module requires the ILM Reports role.

## Using the ILM Reports

To access the Reports module, select the Reports icon  from the ILM Application Suite page (or select the  icon from the ILM framework). The Reports module opens and displays the ILM Reports page – the PISR Compliance/Non-Compliance Report is displayed by default (see [Exhibit 35](#)).

**Exhibit 35. The ILM Reports Page (Showing the PISR Compliance/Non-Compliance Report)**



The screenshot shows the ILM Reports interface. At the top, there is a 'Select Report' dropdown menu set to 'PISR Compliance/Non-Compliance Report'. Below this is a navigation bar with 'Main' and 'Report' tabs. The main content area displays the report title 'PTC Interoperable System Release Compliance/Non-Compliance Report' and the version '11.0.58.16-Active'. A data table is shown with columns for ICI Category, Config Item Name, ICI Type, and various railroad categories (All Railroads, RR With Locomotives, RR With 220 Base Stations, RR With BOS, RR With WURS, RR Deploying The ICI, Permissible Version(s), Current RR Version, Compliance, Road Mark, and Release Version). A 'Menu options' dropdown is open over the table, showing options like 'Show +/- buttons', 'Export to CSV', and 'Export to Excel'. Several red callouts provide instructions: 'Select the Report tab to generate a paginated report that you can export as a PDF.', 'Select this tool to access a menu for printing and/or generating PDFs.', 'Select within the data area to see this menu. Then, select the vertical ellipsis to export.', and 'Use this drop-down to filter by mark.'

The PISR Compliance/Non-Compliance report is displayed by default. Use the **Select Report** drop-down to select a different report.

The following reports are available:

- PISR Compliance/Non-Compliance Report – shows the ICIs and permissible versions within the current active PISR and which railroads are in compliance, or not, with those versions (see [Exhibit 35](#)).
- FRA Report – shows current deployed versions for a specific list of ICIs that can be provided to the FRA for review (see [Exhibit 36](#)).
- ICI Relationships – shows which ICIs have relationships with other ICIs (see [Exhibit 37](#)).

## Working with Reports

- ICI Attributes Dashboard – shows all the attributes of all the ICIs (see [Exhibit 38](#)). You can select an ICI and view any relationships with other ICIs.
- ICI Versions – shows which railroads are working with which ICIs, the versions they are using, and their deployment status (see [Exhibit 39](#)).

Each report contains filters on the right side of the page, which enable you to drill down to the information you need.

**Exhibit 36. The ILM Reports Page (Showing the FRA Report)**

Main		Report			
March 07, 2024 FRA Report					
Road Mark	Well Known Name	WRE: I-ETMS Common Configuration Items	WRE: I-ETMS Onboard Software	WRE: WCR-SAF-1369 Hazard Log (front words) [HL]	WRE: WCR-SAF-1370 Hazard Log (hazard table) [HL]
ACEX	ACE RAIL	5a.0.0	6.3.24.5	Rev Q	Table 54d
AGR	ALABAMA & GULF COAST RAILWAY	5a.0.0	6.3.24.5	N/A	N/A
AVR	ALLEGHENY VALLEY RAILROAD	5.1.0	6.3.24.5	Rev Q	Table 54c
AMTK	AMTRAK	5a.0.0	6.3.24.1	Rev Q	Table 54c
AZER	ARIZONA EASTERN RAILWAY	5a.0.0	6.3.24.5	N/A	N/A
AKMD	ARKANSAS MIDLAND RAILROAD	5a.0.0	6.3.24.5	N/A	N/A
AUT	AUTAUGA NORTHERN RAILROAD	5a.0.0	6.3.24.5	N/A	N/A
BERX	BERKSHIRE & EASTERN RAILROAD	5a.0.0	6.3.24.5	N/A	N/A
BNSF	BNSF	5a.0.0	6.3.24.1	Rev Q	Table 54c
BRC	BRC	N/A	N/A	Rev Q	Table 54c
CFNR	CALIFORNIA NORTHERN RAILROAD	5a.0.0	6.3.24.5	N/A	N/A
JPBX	CALTRAIN	5.1.0, 5a.0.0	6.3.24.2	Rev Q	Table 54c
CPRS	CANADIAN PACIFIC	5a.0.0	6.3.24.1, 6.3.24.5	Rev Q	Table 54c
CFR	CENTRAL FLORIDA RAIL CORRIDOR	5.1.0, 5a.0.0	6.3.24.3	Rev Q	Table 54c
CORP	CENTRAL OREGON & PACIFIC	5a.0.0	6.3.24.5	N/A	N/A
CRL	CHICAGO RAIL LINK	5a.0.0	6.3.24.5	N/A	N/A
CN	CN	5a.0.0	6.3.24.3, 6.3.24.5	Rev Q	Table 54d
CRCX	CONRAIL	5.1.0, 5a.0.0	6.3.24.1, 6.3.24.2	Rev Q	Table 54c
CSXT	CSX	5a.0.0	6.3.24.3, 6.3.24.5	Rev Q	Table 54d

**Exhibit 37. The ILM Reports Page (Showing the ICI Relationships Report)**

Main		Report	
<b>ICI Relationships</b>			
ICI Name	Relationship Description	Related ICI Name	Modified Time Stamp
AAR: M-9155 Locomotive Command and Control Module (LCCM) - Functional Requirements	interfaces with	AAR: M-9453 System Management Asset User Interface Requirements	02/14/2024
	is interchangeable with	WRE: I-ETMS Onboard Software	02/14/2024
AAR: M-9453 System Management Asset User Interface Requirements	interfaces with	AAR: M-9155 Locomotive Command and Control Module (LCCM) - Functional Requirements	02/14/2024
AAR: S-9058 ITC Ticket Management Requirements and Use Cases	is specification for	WRE: I-ETMS Onboard Software	02/13/2024
MCC: Base Station Radio Software	is dependent on	MCC: Locomotive Radio Software	02/13/2024
MCC: Locomotive Radio Software	has a dependent of	MCC: Base Station Radio Software	02/13/2024
WRE: I-ETMS Onboard Software	has a dependent of	WRE: WCR-SAF-1369 Hazard Log (front words) [HL]	02/13/2024
	is dependent on	WRE: WCR-SAF-1360 Office Segment Subsystem Hazard Analysis [SSHA - Office]	09/20/2022
	is interchangeable with	AAR: M-9155 Locomotive Command and Control Module (LCCM) - Functional Requirements	02/14/2024
	is specified by	AAR: S-9058 ITC Ticket Management Requirements and Use Cases	02/13/2024
WRE: WCR-SAF-1360 Office Segment Subsystem Hazard Analysis [SSHA - Office]	has a dependent of	WRE: I-ETMS Onboard Software	02/13/2024
WRE: WCR-SAF-1369 Hazard Log (front words) [HL]	is dependent on	WRE: I-ETMS Onboard Software	02/13/2024
WRE: WCR-SAF-1370 Hazard Log (hazard table) [HL]	has a dependent of	WRE: I-ETMS Onboard Software	09/20/2022

item\_name:

affected\_item\_name:

description:

Timestamp:

**Exhibit 38. The ILM Reports Page (Showing the ICI Attributes Dashboard Report)**

ICI Attributes				
Config Item Name	Category Code	Status Code	Type Code	Limited Scope
AAR-M-9453 System Management Asset User Interface Requirements	AAR Published Standards	R	Standard	No
AAR-RP-9457 Master Test Strategy	AAR Published Standards	Adopted	P	Yes
AAR-RP-9511 Field Survey and Validation Best Practice	AAR Published Standards	Adopted	P	Yes
AAR-S-9001 ITC System Reference Architecture	AAR Published Standards	Adopted	Standard	No
AAR-S-9053 ITC System Requirements - Level 0	AAR Published Standards	Adopted	Standard	No
AAR-S-9054 ITC System Requirements - Level 1	AAR Published Standards	Adopted	Standard	No
AAR-S-9055 ITC Comms and Messaging Sys Req - Level 1	AAR Published Standards	Adopted	Standard	No
AAR-S-9056 Wayside Requirements - Level 1	AAR Published Standards	Adopted	Standard	Yes
AAR-S-9057 ITC Systems Management Reqs - Level 1	AAR Published Standards	Adopted	Standard	No
AAR-S-9058 ITC Ticket Management Requirements and Use Cases	AAR Published Standards	Adopted	Standard	Yes
AAR-S-9070 HMI Specifications	AAR Published Standards	Adopted	Standard	Yes
AAR-S-9101A Locomotive Interface Gateway Architecture	AAR Published Standards	R	Standard	No
AAR-S-9101B Locomotive Data Acquisition and Recording System Architecture	AAR Published Standards	Adopted	Standard	Yes
AAR-S-9101C Locomotive Data Acquisition and Recording System (LDARS) - Event Data Acquisition Processor	AAR Published Standards	Adopted	Standard	Yes
AAR-S-9101E Locomotive Systems Integration Communications	AAR Published Standards	Adopted	Standard	Yes
AAR-S-9101G Locomotive Data Acquisition and Recording System (LDARS) - Common File Standard	AAR Published Standards	R	Standard	No
AAR-S-9101 Locomotive Electronics Systems Architecture	AAR Published Standards	Adopted	Standard	Yes
AAR-S-9202A Integrated Wayside Messaging Server Hardware Requirements	AAR Published Standards	Adopted	Standard	Yes

Config Item Name  
AAR-M-9453 System M... ▾

Category Code  
All ▾

Status Code  
All ▾

Type Code  
All ▾

Limited Scope  
All ▾

Timestamp  
01/31/2020 09/20/2022

**Exhibit 39. The ILM Reports Page (Showing the ICI Versions Report)**

ICI Versions				
Carrier Mark	Config Item Name	Config Item Ver	Ver Type Code	Created TimeStamp
ACEX	AAR-M-9155 Locomotive Command and Control Module (LCCM) - Functional Requirements	2.3	CURRENT_DEPLOYED	12/09/2021 2:47:05 PM
		EMD 2.2	CURRENT_DECOMMISSIONED	12/09/2021 2:47:05 PM
	AAR-M-9453 System Management Asset User Interface Requirements	1.0	CURRENT_DEPLOYED	03/19/2021 5:04:18 PM
		AAR-RP-9457 Master Test Strategy	1.0	CURRENT_DECOMMISSIONED
	AAR-RP-9511 Field Survey and Validation Best Practice	2.0	CURRENT_DEPLOYED	03/19/2021 5:04:40 PM
		2.0	CURRENT_DEPLOYED	09/28/2023 11:52:49 AM
	AAR-S-4047 PTC - Locomotive Air Brake Interface Requirements	1.0	CURRENT_DEPLOYED	03/19/2021 5:04:51 PM
		2.0	CURRENT_DEPLOYED	03/01/2024 11:53:05 AM
	AAR-S-9001 ITC System Reference Architecture	N/A	CURRENT_DEPLOYED	03/01/2024 11:42:19 AM
		1.0	CURRENT_DEPLOYED	03/19/2021 5:04:56 PM
	AAR-S-9010 Data Protection	1.0	CURRENT_DEPLOYED	03/19/2021 5:05:00 PM
		2.0	CURRENT_DEPLOYED	03/19/2021 5:05:06 PM
	AAR-S-9053 ITC System Requirements - Level 0	2.0	CURRENT_DEPLOYED	03/19/2021 5:05:12 PM
		2.0	CURRENT_DEPLOYED	03/19/2021 5:05:17 PM
	AAR-S-9054 ITC System Requirements - Level 1	1.0	CURRENT_DEPLOYED	03/19/2021 5:05:25 PM
		N/A	CURRENT_DEPLOYED	03/19/2021 5:05:25 PM
	AAR-S-9055 ITC Comms and Messaging Sys Req - Level 1	1.0	CURRENT_DEPLOYED	03/19/2021 5:05:31 PM
		1.0	CURRENT_DEPLOYED	03/19/2021 5:05:31 PM
	AAR-S-9056 Wayside Requirements - Level 1	N/A	CURRENT_DEPLOYED	03/19/2021 5:05:31 PM
		1.0	CURRENT_DEPLOYED	12/09/2021 2:44:06 PM
	AAR-S-9057 ITC Systems Management Reqs - Level 1	AAR 1.0	PROPOSED_DEPLOYED	03/07/2024 1:23:52 PM
		ITC 2.4	CURRENT_DECOMMISSIONED	12/09/2021 2:44:06 PM
	AAR-S-9058 ITC Ticket Management Requirements and Use Cases	N/A	CURRENT_DEPLOYED	03/19/2021 5:03:59 PM
		N/A	CURRENT_DEPLOYED	02/26/2024 1:06:56 PM
	AAR-S-9070 HMI Specifications	ITC Rev F	CURRENT_DEPLOYED	12/09/2021 1:28:22 PM
		WRE Rev F	CURRENT_DECOMMISSIONED	12/09/2021 1:28:22 PM
	AAR-S-9074 Federated Network Requirements	N/A	CURRENT_DEPLOYED	03/19/2021 5:05:39 PM
		1.0	CURRENT_DEPLOYED	03/19/2021 5:06:39 PM
	AAR-S-9075 ISMP Design Considerations	ITC 1.0	NOT_DEPLOYED	05/25/2022 12:43:26 PM
		N/A	CURRENT_DEPLOYED	04/24/2023 4:38:47 PM

Config Item Name  
All ▾

Config Item Ver  
All ▾

Carrier Mark  
All ▾

Ver Type Code  
All ▾

## Creating Custom Reports

In addition to using the provided reports, you can create your own reports. Select **Custom Reports** from the menu at the top. The Custom Reports page is displayed (see [Exhibit 40](#)).

**Exhibit 40. The Custom Reports Page**

The Custom Reports page enables you to create the following types of reports:

- **PISR Report** – shows the ICIs and permissible versions within the selected PTC Interoperable System Release (PISR) and enables you to perform a comparison between two releases.
- **ICAB Attendees/Non-Attendees** – shows the railroads that were in attendance and not in attendance for a specific ICAB meeting.

## Creating a Custom PISR Report

Use the following procedure to create a custom PISR report:

1. In the **Select a Report Type** drop-down, choose **PISR Report**.
2. In the **Select Release Status** drop-down, choose **Select All** or select one or more release statuses.
3. In the **Select Release** drop-down, select the release to use for your report.
4. Optionally, check the **Choose a Release For Comparison** checkbox if you want to compare one release to another. If you select this checkbox, a second set of **Select Release Status** and **Select Release** drop-down fields is displayed for you to select a release for comparison (see [Exhibit 41](#)).

**Exhibit 41. Custom Reports Page Showing Completed PISR Report Fields**

ILM Reports
Custom Reports

**Custom Reports**

Select Report Type \*  
PISR REPORT

Select Release Status \*  
Approved

Select Release \*  
v12.0.16.3 - 02/27/2024 10:46:27 - (Approved)

Choose a Release For Comparison

Select Release Status \*  
Active

Select Release For Comparison \*  
v11.0.60.16 - 03/08/2024 12:45:29 - (Active)

**Download**

5. Once you have completed all of the fields, select **Download** to generate your report.

The report is generated as an Excel file. Check your Downloads folder to open and view (see [Exhibit 42](#)).

**Exhibit 42. Custom PISR Report Output**

	A	B	C	D	E	F	G	H	I	J	K
1	Interoperable Configuration Item Type	Interoperable Compliance Scope	All Railroads	Railroads with Conduits	Railroads with PTC Back Office Systems	Railroads with 200 MHz Base	Railroads with VHS	Railroads operating in the EC	Interoperable Configuration Item (ICI)	Permissible Versions Release #12.0	Comments
2	Software Release	X			X				Vendor Proprietary Configuration Items MCC: Back Office Messaging Server Software	2.0 1.4.8 2.3.3 3.1 2.3.2 3.2 3.3 2.3.4 3.4.0.1 3.5 3.6 3.7 3.8.0 3.9	MCC recommends moving to 3.1 or later to avoid potential issues. Compliance with version 3.1 or higher will be required by June 1, 2024. Any version before 3.1 will be mandatory decommissioned and removed as permissible versions.
3	Software Release	X			X				MCC: Base Station Radio Software	2.7 3.2.1 3.3.1 3.1 3.2 3.0 3.3 3.3.2 3.4 3.6 3.7 3.8	

Any cells that contain differences between two compared release versions (additions, removals, or comments added) are highlighted in yellow.

## Creating a Custom ICAB Attendees Report

Use the following procedure to create a custom ICAB Attendees/Non-Attendees report:

1. In the **Select a Report Type** drop-down, choose **ICAB Attendees/Non-Attendees**.
2. In the **ICAB Date** drop-down, select the ICAB meeting date for which you want to view the attendees and non-attendees.
3. The report is generated, and output is displayed under the report fields (see [Exhibit 43](#)).

**Exhibit 43. Custom Reports Page Showing the ICAB Attendees/Non-Attendees Report Output**

Railroads in Attendance	Railroads Not in Attendance
ACE RAIL	AMTRAK
METRA	BNSF
MXV RAIL	BRC
WATCO	CALTRAIN
	CANADIAN PACIFIC
	CARLOAD EXPRESS
	CENTRAL FLORIDA RAIL CORRIDOR
	CN
	CONRAIL
	CSX
	FORT WORTH AND WESTERN
	GENESEE AND WYOMING
	HERZOG
	IOWA INTERSTATE
	KANSAS CITY TERMINAL
	KCS
	MARC
	METROLINK
	NCDOT
	NEW MEXICO RAIL RUNNER
	NICD
	NORFOLK SOUTHERN
	NORTH COUNTY TRANSIT DISTRICT
	OMNITRAX
	PADUCAH AND LOUISVILLE
	RED RIVER VALLEY & WESTERN
	RIO GRANDE PACIFIC
	RJ CORMAN
	SOUTH FLORIDA RTA
	TACOMA RAIL
	TRINITY RAILWAY EXPRESS
	TRRA
	TWIN CITIES & WESTERN RAILROAD
	UNION PACIFIC
	VIRGINIA RAILWAY EXPRESS
	WHEELING & LAKE ERIE

4. Optionally, select **Download** to save the report output as an Excel file.