

## SETTING UP QuikNOM<sup>©</sup> – BASIC SCHEME

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As each client uses their own method of describing the General Purpose Test & Measurement (GPTE) inventory, the following are the steps we typically use with the QuikNOM routines and utilities:

1. First, Verify the following:
  - a. That the inventory is mainly Commercial-Off-The-Shelf (COTS) GPTE
  - b. Identify and flag the non-GPTE
  - c. There is a unique non-duplicated identifier (tag, asset, property, etc)
  - d. Treatment of options is agreed upon
    - i. P/O asset/tag model number (option delimiter set)
    - ii. Linked to asset/tag
2. A working copy is made of the inventory file
3. Non-GPTE is removed from the working tables and set-aside for a special process and handling
4. All data fields are “TRIMMED” to remove nulls, spaces, non-printable characters, etc
5. Commas, quotes & other punctuations marks are remove, where necessary
6. A line item sequence number is assigned to each record (to cross-check & verify that there are NO duplicate asset/tag numbers)
7. The first pass is made on MANUFACTURER
  - a. Typically find a 60-80% match to Master Manufacturer Table
  - b. Clean-up remaining Manufacturers
    - i. Contact with client to verify that this the Manufacturer they really meant
    - ii. Work the Alias/Nameplate to pickup suppliers no longer in business
    - iii. Removes distributors, model numbers, generic names etc
    - iv. With the remaining we then try a cross- match on root models to gain clues, etc
  - c. Build a Client’s Manufacturer Table to cross-index to their preferred method of denoting Manufacturer
8. Perform multiple-passes with the QuikNOM utilities on the MODEL against the Master Manufacturer-Model-Noun Descriptor Table:
  - a. Parse the root model out and store attached options in Asset Option Table  
*(Here it is important to understand what the deliverable is in Option identification & display)*
  - b. Process with the various combinations of:
    - i. Mfg-Alias-Model
    - ii. Manufacture-Model
    - iii. Manufacturer- Model-option
  - c. Determine the best fit (Expect, at best, only an 60-80% capture rate due to transpositions, keypunch errors, field shifts, sequencing, stupid errors, nulls, blanks, etc)
9. Re-index the new tables with original working data set for side-by-side comparison (a sanity check)
10. Work the remaining unidentified manufacturer – models (should now be less than 5-10% of list)
11. Pass working tables by Client for review, verification & approval
12. Generate and deliver a set of Normalized Inventory Tables (both electronic & hard copy)