

Test Lab Request Form Instructions

- The TLW request form can be found on the second worksheet (tabs at bottom of the screen) of this file.
- Please fill in all required fields as noted in red. Please fill in all other fields if applicable / possible. Instructions for each field will appear when you click on the field. The procedure field is an embedded MS Word object which will allow you to use formatting features not possible in Excel (i.e. paragraphs, bullets, numbering, etc).
- If possible, create your desired data table and/or graph formats in the additional worksheets of this file. This is preferred over extensive written procedures.
- If the request is for High Speed Video, specify any desired parameters (i.e. frame rate, resolution, etc.) in the "HSV Setup" tab. If not specified, the videographer will document the parameters that they chose to use.
- Once the form is completed, save this file on your personal computer using the following format:
TLW#### - Brief Description
 Try to keep the description as concise as possible. Your name in the filename is no longer necessary.
- Email the file to Phillip Reesor (primary) and Mark Hammond (secondary). Phillip will return your email with the assigned number and the assignee

Test Lab Work Request Form

Engineer: Vince Norton

Project #: 241466

Date Submitted: 8/27/2007

Test Description:

Perform
DAT on 15
Remington
Model 770
bolt action
rifles.

Test Procedure:

Perform DAT per flow chart and instructions.

Test Lab Work Request Form

TLW #:

Requested Completion Date:

9/21/2007

per flow chart and instructions.

TLW Form

<autofile>

Test Lab Work Request Form

Special Requirements:

Supplies Availability:

Results Required:

*****This section to be completed by Test Lab Manager*****	
Assigned To:	Start Date:
Assigned Date:	Completion Date:
Comments:	

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TLW Form

Test Lab Work Request Form

Double click to edit.

Cont'd Procedure

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Request Form

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Cont'd Procedure

Canon 20D

HIGH SPEED VIDEO SETUP RECORD	
ARCHIVE:	
TLW	

Camera Operator:

File Names:

Convention:

Purpose of Test:

Camera:	APX-RS	1024PCI
		Resolution (WxH, pixels):

Lens:

Equipment Height (in. above or below subject, no entry = in-plane with subject)

Equipment
Camera
L1 1000W
L2 1000W
L3 8-Bulb PAL

Set-up Diagram (w/linear dimensions)

not to scale.

ALL FILES

REPRESENTATIVE FILE(S)

NO ARCHIVE

File Name:

Date:

Project No.:

TLWNo Description.avi i.e. [TLW2162 Shot 1 18in bbl GB.avi], [TLW2162 Shot 2 18in bbl GB.avi]

1024PCI

Canon 20D

Shutter Speed:

Frame Rate (fps):

Type (C or F):

f-stop used:

Focal Length (mm):

zoom used (mm):

Position	Target	Symbol	Equipment	Position	Target	Symbol
		□				
		▽1				
		▽2				
		▽3				