

# TC-AIMS II USER GUIDE

FT BRAGG ITO  
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\*\*\*\*\* **Note** \*\*\*\*\*

*The instructions and techniques in this document are from the experiences of FT BRAGG UNIT MOVEMENT CENTER, and serves as a working manual to aid and assist in TC-AIMS II Operations.*

**Version: 6.1.1  
(Barstow)**

## Log In Procedures

Double click the “TIS Navigator” Icon.

The “TCAIMS II V3” Logon window appears; type in User ID, Password and click “Logon”.

Once logged on, a screen will appear. This screen will have the familiar Business Process folders. By clicking on the plus symbol you are able to open up any of the Business Process subfolders. By double clicking the subfolder, the TCAIMSII program will boot up. A popup window will appear, “IP Address Error” click on “OK”

The TCAIMSII program will basically look and perform in the same manner as the previous version. ***Note: If you look at the bottom of the screen you will see two programs, the “Windows Internet” and TCAIMSII. The Windows Internet, (TIS Navigator), must be up and running for you to properly use TCAIMSII. You can actually close TIS Navigator and work in TCAIMSII, however you will not be able to save any work.***

Log out procedures for TCAIMSII remains the same. However, when closing out of the TIS Navigator **you must** click on “Logout”, (Located at the top center right of the screen). The next screen will appear with “***Are you sure you wish to logout?***” Click on the box “Log Out”. Close the Screen. Failure to do so may cause errors with future logon procedures.

**Unit Movements current process is to build all equipment into the OEL.**

**Upon completion of your Plan, you must V3 the “Executed Plan” for you Redeployment Requirements.**

**TCAIMSII procedures are subject to immediate changes.**

## **Typical Deployment Flow**

1. FORSCOM will provide Units with specific guidance and procedures to be used in creating, validating and transmitting TPFDD data from JOPES to JFRG II systems. This function consists of importing the Army portion of the original JOPES TPFDD into the Force Provider's JFRG II system.
2. ITO – Unit Movement section requests ULN's for deploying units.
3. FORSCOM will create a plan with declassified JFRG information, at the request of the Unit Movement Section. Once the JFRG has been imported and the Plan is built the Unit Movement Section will contact the Unit UMO.

### **4. Units Responsibility.**

#### **A. Asset Management – Organizational Equipment List OEL**

To be better prepared for any deployment the UMO should update/maintain their units OEL (IAW TB 55-46-1 for each line of equipment). The unit is responsible for updating and maintaining a current OEL data.

The current requirement for Army units is to update the OEL annually. In order for Unit Moves to provide accurate annual OEL reports, it is very important that Units update their OEL before July of every year.

Note: Blue titles indicate look up tables, accessed by double clicking. Grayed out fields cannot be manually edited. **Note:** It is strongly recommended that look up tables be used wherever available. Do not select the first choice in the drop downs, there may be better codes to select.

#### **Manage Equipment**

1. Double click Asset Management
2. Double click Manage Equipment Folder.
3. Double click Manage Equipment sub-task.
4. Select required UICs.
  - a. Highlight required UICs in Left window
  - b. Click the >> to add to Right window (Click the << to remove highlighted UICs from the right window)
  - c. Click on Search.
5. View details double click on a record in the top portion of the window.
6. View tabs by clicking on a tab title.
7. Click on Cancel to close.

### **Add Equipment Records**

1. Open Manage Equipment sub-task.
2. Click Add. **Notes:** You can also Right click on the mouse to add.
3. Input data into the General tab
4. Click OK to save.
5. Input information in the additional tabs.
6. Once complete click OK to save.
7. Click Add to add records or Cancel to close.

### **Update Equipment Records**

1. Open Manage Equipment sub-task.
2. Click required record
3. Update as necessary then click OK to save.
4. Click next record or Cancel to close.

## **DO NOT ASSIGN AND ASSOCIATE EQUIPMENT IN THE OEL**

### **Manage Deleted Equipment**

The Manage Deleted Equipment sub-task allows the user to restore temporarily deleted equipment in the OEL or permanently delete equipment from the database.

**Note:** Equipment that has been linked or assigned to a plan(s) must be unlinked or unassigned from the plan(s) before it can be permanently deleted from the system.

Temporarily deleted records are placed in the Manage Deleted Equipment Table.

### **Temporarily Delete Equipment Records**

1. Open Manage Equipment sub-task.
2. To delete a single record:
  - a. Right click record portion of the window then Delete.
  - b. Click OK
3. To delete multiple records:
  - a. Right click record portion of the window select Multi-Delete.
  - b. Highlight the records to be deleted:
    - Select multiple records - press Ctrl and click each record.
    - Select a group - click first record, press Shift and click last record.
    - Select all records - click radio button Select All
    - Unselect - click De-Select radio button.
  - c. Click Delete.
  - d. Click Close to exit.
4. Click Cancel to close.

### **Restore Temporarily Deleted Equipment Records**

1. Open Manage Deleted Equipment sub-task.
2. Highlight record(s) to be restored:
  - Select multiple records - press Ctrl and click records.
  - Select a group - click first record, press Shift and click last record.
  - Select all records - click radio button Select All

- Unselect - unclick Select All radio button.
- 3. Click on the Restore button.
- 4. Click on Close to exit.

### **Permanently Delete Equipment Records**

**Warning:** This process will permanently remove records from the database. They cannot be recovered or restored.

1. Open Manage Deleted Equipment sub-task
2. Highlight the record(s) to be deleted.

Select multiple records - press Ctrl and click records.

Select a group - click first record, press Shift and click last record.

Select all records - click radio button Select All

Unselect - unclick Select All radio button.

3. Click Delete.
4. Click OK.
5. Click Close to exit.

### **Add Hazardous Information To Records**

#### **Inherent hazards**

1. Select a vehicle record in the Asset Management BPA.
2. Click on the Hazardous TAB. Hazardous window appears
3. Double Click in the UN/HZITM ID field. Select a record table appears
4. If you know the UN Code, then enter that code in the WHAT Block, and change the WHERE Block to HZLTM ID field. Click the FIND Button. If you don't know the UN number, click in the UN/HZITM ID field. In the WHERE Field use the pull down window to select the PROPER SHIPPING NAME. In the WHAT field enter the PROPER NAME of the HAZARD. Click the FIND Button.
5. System highlights the UN that you're looking for. Click OK.
6. System populates data to different fields that are associated with inherent hazards.

**Personnel (Currently this Business Process will not be used at the Ft Bragg, NC ITO)**

### **B. Movement Planning**

**Create UDL:** where the UMO creates the UDL, by manually assigning equipment assets from the OEL and matching them to the requirements. The UMO must ensure equipment is configured to support the mode of deployment/configuration.

**Deployment Exercise:** where the movement plan is created and secondary/mobile loads are loaded.

### Create UDL

1. Double click Movement Planning
2. Double click Create UDL.
3. Double click Assign/Source Equipment sub-task.
4. Click a piece of equipment (or select multiple pieces of equipment by holding down the shift or control key) in the OEL window to be assigned to the UDL.
5. Click Assign. The assigned pieces of equipment are highlighted green in the OEL window and displayed in the UDL window.
6. Click OK to save changes.
7. Click to highlight piece or pieces of equipment In the UDL by holding down the Shift Key or control key
8. **TPFDD Movements**: Click on the TOOL – Assign /Edit on the menu bar, ULN window appears
9. Double click in the ULN field, ULNs appear from the TPFDD, Click appropriate ULN (or enter the appropriate ULN in the blank ULN data field)
10. Click OK, the System assigns ULN to cargo and click OK, System assigns ULN to cargo.
11. Click OK to save the UDL.
12. Click Cancel to close.

### Deployment Exercise < Create Secondary/Mobile Loads

1. Highlight the first record to be loaded.
2. Right-click on the record or records and select Cut. The icon next to the child records changes to a folder.
3. Highlight the “Parent” that will hold the record or records. Right-click, Select Paste.
4. The Link Type window appears.
5. Select the correct link type by clicking on the radio button.
6. Click OK. The screen is refreshed with the child item located beneath the parent item, with the appropriate link type symbol.

**Movement Plan < Create Segments and Legs**: Units will create segments and legs, assign unit equipment to the various movement modes. Units must coordinate with ITO to insure movements are planned and scheduled IAW movement directives. Units are responsible for accuracy and completeness of data. There are 2 ways in which this can be done.

**Auto Create**: Use when a **TPFDD** has been imported into TC2. **Note: Ensure the ULN's have been assigned to equipment before using this function.**

1. Click the + sign next to MOVEMENT PLANNING, menu expands
2. Click the + sign next to DEPLOYMENT/EXERCISE, menu displays
3. Double click MOVEMENT PLAN, Movement Plan screen appears.
4. Click the AUTO Create button, Auto Create Segment and Legs screen appears.
5. Click in the Select All, system puts a check mark in box and all ULN's highlighted

6. Click the AUTO CREATE and OK buttons, system builds segments and legs.

7. Highlight a Segment, Click on the Leg Tab, click a leg that belongs to Segment so that a border is around leg to verify the equipment assigned to that leg. (NOTE: The system will only assign equipment that were assigned to the UDL)

**Manual Create Segments and Legs:** To be used **without a TPFDD**

1. Click the + sign next to MOVEMENT PLANNING, menu expands
2. Click the + sign next to DEPLOYMENT/EXERCISE, menu displays
3. Double click MOVEMENT PLAN, Movement Plan screen appears.
4. Click on the ADD Segment Button. Strategic Lift Popup screen appears
5. Select the NONE radio button, Click OK.
6. Fill in the SEGMENT Name, select GEOLOC codes for the origin and destination by double clicking. System auto populates.
7. Click Ok, system saves
8. Click on the Legs tab. Leg plan appears
9. Click on a leg so that it is highlighted in Blue, click on the ADD button.
10. Double click in the Code field, enter appropriate code.
11. If doing Multiple Legs, Click on another leg. Repeat process 4-10, change codes if necessary.

**5. V3 OEL Export**

When you have an updated OEL it is strongly recommended that you save this to a pin/thumb drive for future reference or if the system is down. **Note:** The UMO will need a travel/thumb drive to import the V3 file onto.

1. Select Import/Export
2. Select Asset Management
3. Click 'OK'
4. Highlight 'Export', Click 'Next'
5. Highlight 'TCAIMSII V3 Plan'
6. Click 'Next'
7. **Uncheck User and Local Ref** (under Reference Data Export Options)
8. Click 'Export'
9. Save to target location, Click 'OK'
10. Check target location for file

**6. V3 OEL Import**

1. Select Import/Export
2. Select Asset Management
3. Click 'OK'
4. Highlight 'Import'
5. Click 'Next'
6. Highlight 'TCAIMSII V3'
7. Click 'Next'
8. Click 'Import' **Note: Any updates will be transferred with the exception of deleted equipment.**

## **7. V3 Plan Export**

The UMO is required to do a V3 of the plan, once CLACC, MSL labels and RF ID tags have been done. **Note:** The UMO will need a travel/thumb drive to import the V3 file onto.

1. **Open Plan**
2. Go to Wizards
3. Select Interface
4. Select Import/Export
5. Select Movement Execution
6. Click 'OK'
7. Highlight 'Export', Click 'Next'
8. Highlight 'TCAIMSII V3 Plan'
9. Click 'Next'
10. **Uncheck User and Local Ref** (under Reference Data Export Options)
11. Click 'Export'
12. Save to target location, Click 'OK'
13. Check target location for file

## **8. SUPPORT REQUEST**

UNIT is responsible for creating movement support requests that identify all non-organic movement services required to complete movements. This could include requests for 463L Pallets (1 top net and 2 side nets are required per 463L pallet, ensure you place this on your request), containers, commercial transportation, rail movement support or other types of services. These requests are submitted to (ITO). The forms can be located on the Ft Bragg ITO website. <https://www.bragg.army.mil/ito> Select Unit Movements; Unit Movement Center Forms.

## **9. AALPS Export**

**Note:** Open up Movement Plan (MP) that you wish to export data from. **Note:** TCNs must have been created.

1. Click Wizards.
2. Click Interfaces.
3. Click Import/Export.
4. Select Movement Planning.
5. Click Ok.
6. Click Export, then Next, click on AALPS, click on next
7. Screen appears, select by CITY PAIRs for Non TPFDD, or BY ULN for TPFDD moves.
8. Check mark in the box by the large P.
9. Check the Leg or the City pair that you want to export. Click OK. The browser window appears. Default is MY COMPUTER.
10. TC2 Document viewer opens. Click AALPS Air Viewer. View the following; Header info, Pax, Item Record, Axle, Hazmat. **Note:** Any column that has RED must be reviewed and corrections made.
11. After corrections have been made, Click EXPORT on the MENU, dropdown menu appears



12. Click EXPORT DATA.
13. Confirmation screen appears, click yes. System saves data to file.

### **10. AALPS Import**

**Note:** Plan must be open, BPA is Movement Planning. **Note:** Any existing Airplanes that were used for planning will be erased with the import of the AALPS LPE file, your new Loader has the aircraft that was configured by AALPS. **Note:** Add Pax aircraft after the Import of the AALPS LPE file.

1. Click Wizards.
2. Click Interfaces
3. Click Import/Export.
4. Select Movement Planning.
5. Click Ok.
6. Click Import.
7. Next
8. Click on AALPS
9. Click on next
10. Select Import screen appears, select AALPS file
11. Click OK
12. AALPS Import screen appears
13. AALPS information screen appears. Click ok
14. AALPS import tab appears. Review for correctness.
15. Click Close.
- 16 Click Cancel on the Interface wizards AALPS screen.
17. Open up Movement Planning, MP Loader.
18. Click on the Air Leg
19. Review City pairs, this will include all AALPS configured aircraft.  
**Note:** Passenger Aircraft will be manually added at this point.
20. Double click on the city pair
21. Aircraft conveyance screen appears.
22. Click on the ADD button to add a commercial plane.