

Accessing Documents on the CenterLine® Website

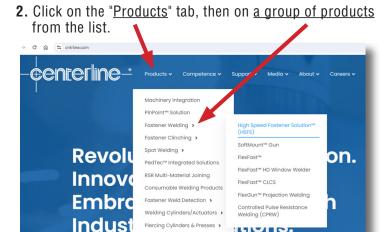
The Website contains:

- General Public Documents only (these documents are also available under the "Product Documentation" tab on the CenterLine® Documentation Portal. See page 2).
- 1. To access the CenterLine® website, go to:

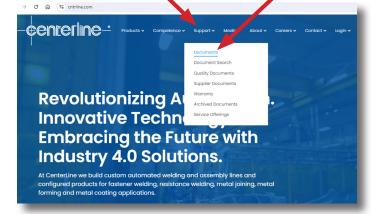
www.cntrline.com



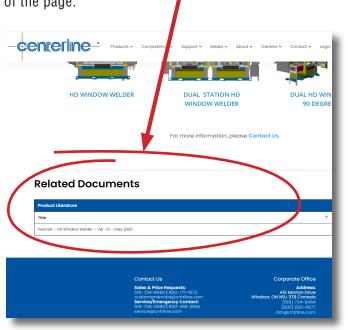
Then, choose one of the following:



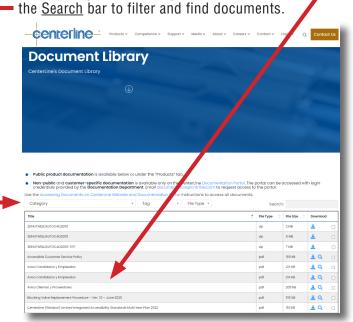
2. Click on the "Support" tab, then choose "Documents" from the list.



3. Scroll down to find the <u>Related Documents</u> at the bottom of the page.



3. Scroll down the list and click on the desired <u>document</u>. Alternatively, use the <u>drop-down boxes</u> and/or





Accessing Documents on the CenterLine® Documentation Portal

The **Documentation Portal** requires an access password. It contains:

- Product Documentation tab (includes General Public Documents from the website, and Non-public Documents. Some access may be restricted by CenterLine®).
- Customer Sites tab (contains equipment specific information)

1. To access the CenterLine® Documentation Portal, go to:



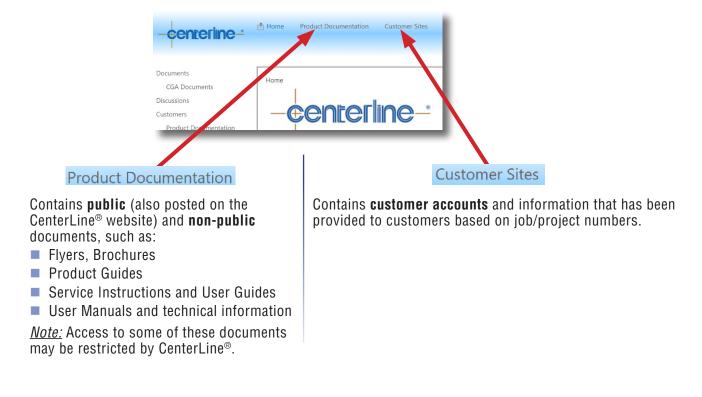
2. Click on the "Login" menu tab at the top of the screen, then choose "Documentation Portal" from the drop-down list.



3. Type in your <u>User Name</u> and <u>Password</u> (provided by <u>IS</u> or <u>Documentation Dept.</u> at CenterLine®). Click on the <u>"OK"</u> button.

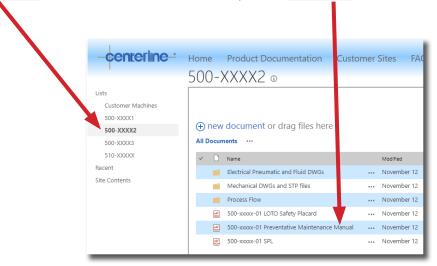


4. Once logged in, choose one of the following tabs at the top or on the left of the screen:





5. Choose the job/project number from the menu on the left. Then, select documents from the list as desired.



 Electrical Pneumatic and Fluid DWGs October 17 Mechanical DWGs and STP files **6.** Click on the "..." next to the file name. 500-xxxxx-01 Preventative M... Process Flow Changed by you on 11/12/2024 7:33 AM 500-xxxxx-01 LOTO Safety Placard * Shared with lots of people ✓ 🛃 500-xxxxx-01 Preventative Maintenance Manual 🗱 https://portal.cntrline.com/customers/cente A popup box with more options will appear. 500-xxxxx-01 SPL # OPEN SHARE View Properties **Edit Properties** Check Out Workflows 7. Click "..." to see more options. Download a Copy Shared With Delete 8. Choose "Download a Copy."

9. Locate the file on your computer and move it to your preferred location.

If you experience issues accessing the CenterLine® documents, please contact your CenterLine® Account Manager, Project Manager, or email documentation@cntrline.com.