

# WEM FLOW PROCESS & CHECKLIST

Use this WEM Checklist to provide the guideline on the whole report generation process and person responsible for each task.

For Internal use only  
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FLOW PROCESS	OE	FE	FSM
1. Get WEM Input Details from client as per Form 02 - WEM Input Template (Rev.00)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Run WEM as per input from client: <ul style="list-style-type: none"> <li>a. Step 1: Select Well File</li> <li>b. Step 2: Select a Program</li> <li>c. Step 3: Use the Screen Wizard</li> <li>d. Step 4: Configure the Well Data</li> <li>e. Step 5: Enter the Base Case</li> <li>f. Step 6: Validate the Base Case</li> <li>g. Step 7: Run the Sensitivity for Perforating Design</li> <li>h. Step 8: Run Nodal</li> <li>i. Step 9: Create a Report</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Submit the report produced from WEM to Operation Engineer (OE)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
i. Gun Performance Plot	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ii. PEM Tabular Report	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
iii. Inflow/Outflow Plot	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
iv. Inflow/Outflow Input Summary	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Review WEM Output	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. Produce WEM Report as per Form 157 WEM Report Template (Rev0.0)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Submit to client	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## WEM Perpetual License

Ensure WEM License are updated yearly (renew license before July each year).

1. Go to Help > License > Perforating Design > Days Remaining.

2. Fill up registration Information either as User or Installer.

3. Click send authorization file to user or Installer.

4. License Option > Register by Email > Click Create registration file. *(read carefully on the pop-up notification where the file was saved).*

5. Look up .wrf file at Local Disk C:

6. Copy .wrf file and email to PEMsoft Solutions to:

PEMSoft Solutions IT Software Support:  
Conrad Ramirez  
<conradr@pemsoftsolutions.com>

Finance Department  
Marie Moseley  
<mmoseley@pemsoftsolutions.com>