
TRANSMILLE
SOLUTIONS IN CALIBRATION

PROCAL

PERFORMING A CALIBRATION ON A MOTECH MIC39 MULTIMETER

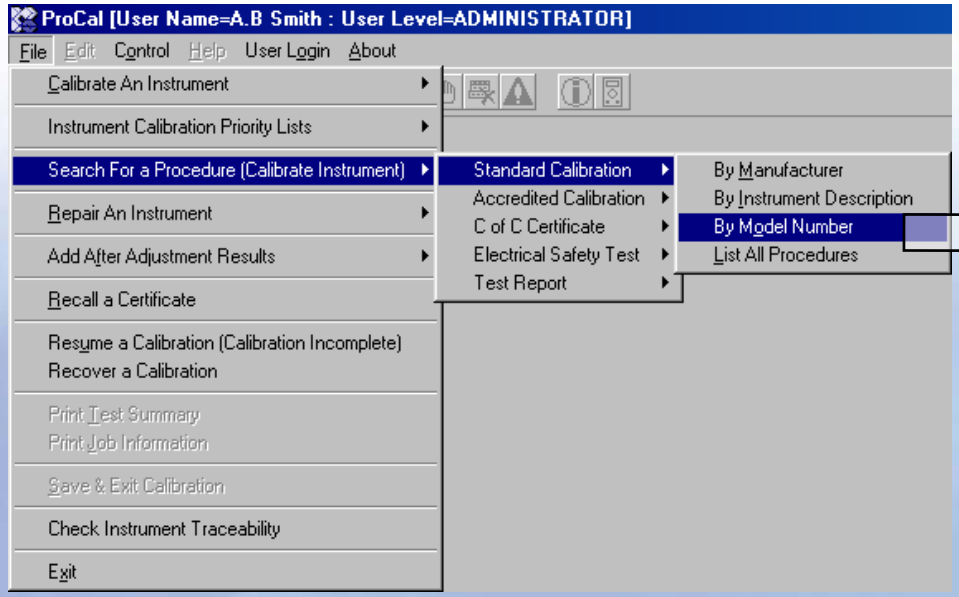
ProCal : CALIBRATE AN INSTRUMENT

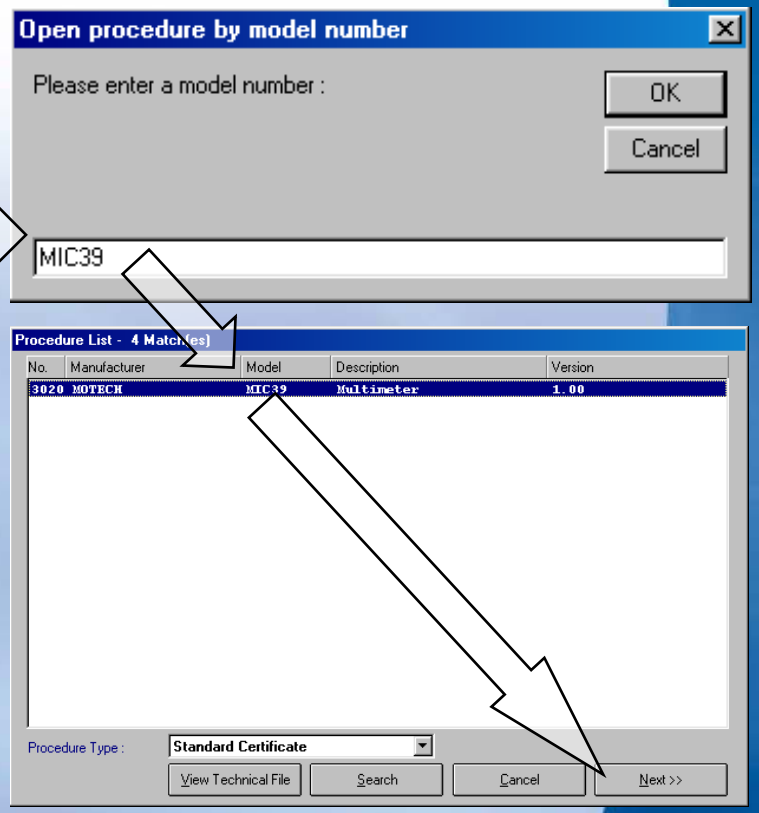
Step 1

➔ Start ProCal

➔ Select File ➔ Search For a Procedure (Calibrate Instrument) ➔ Standard Calibration ➔ By Model Number

➔ Enter MIC39, select the procedure found and click Next >>





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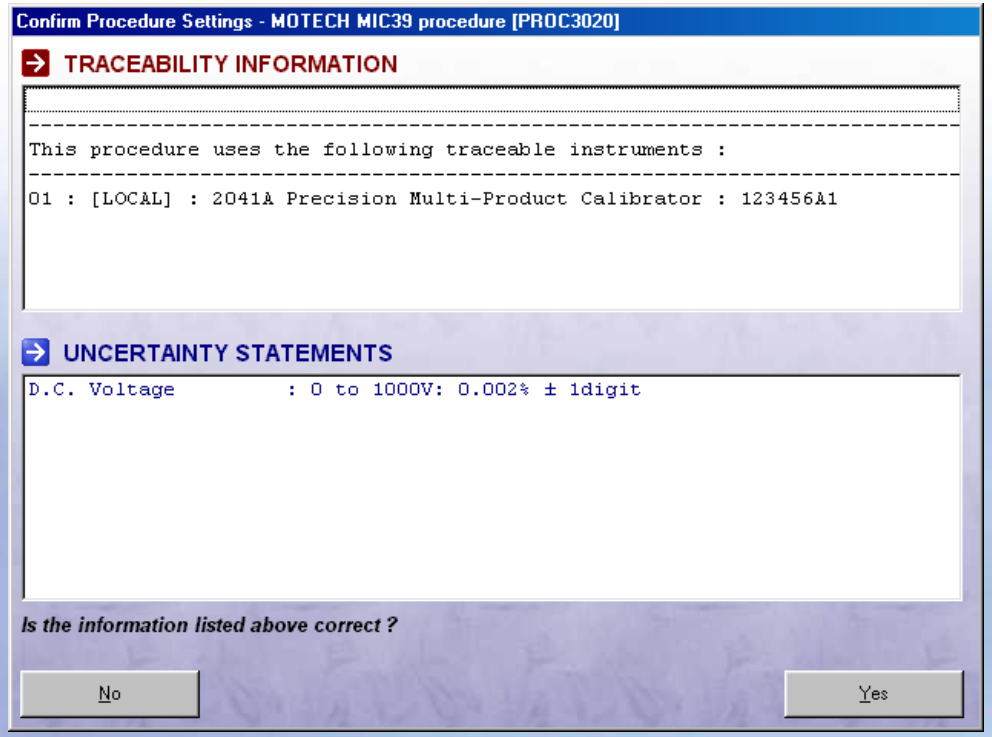
Step 2

➔ The traceability and uncertainty statement information is displayed – click YES to proceed



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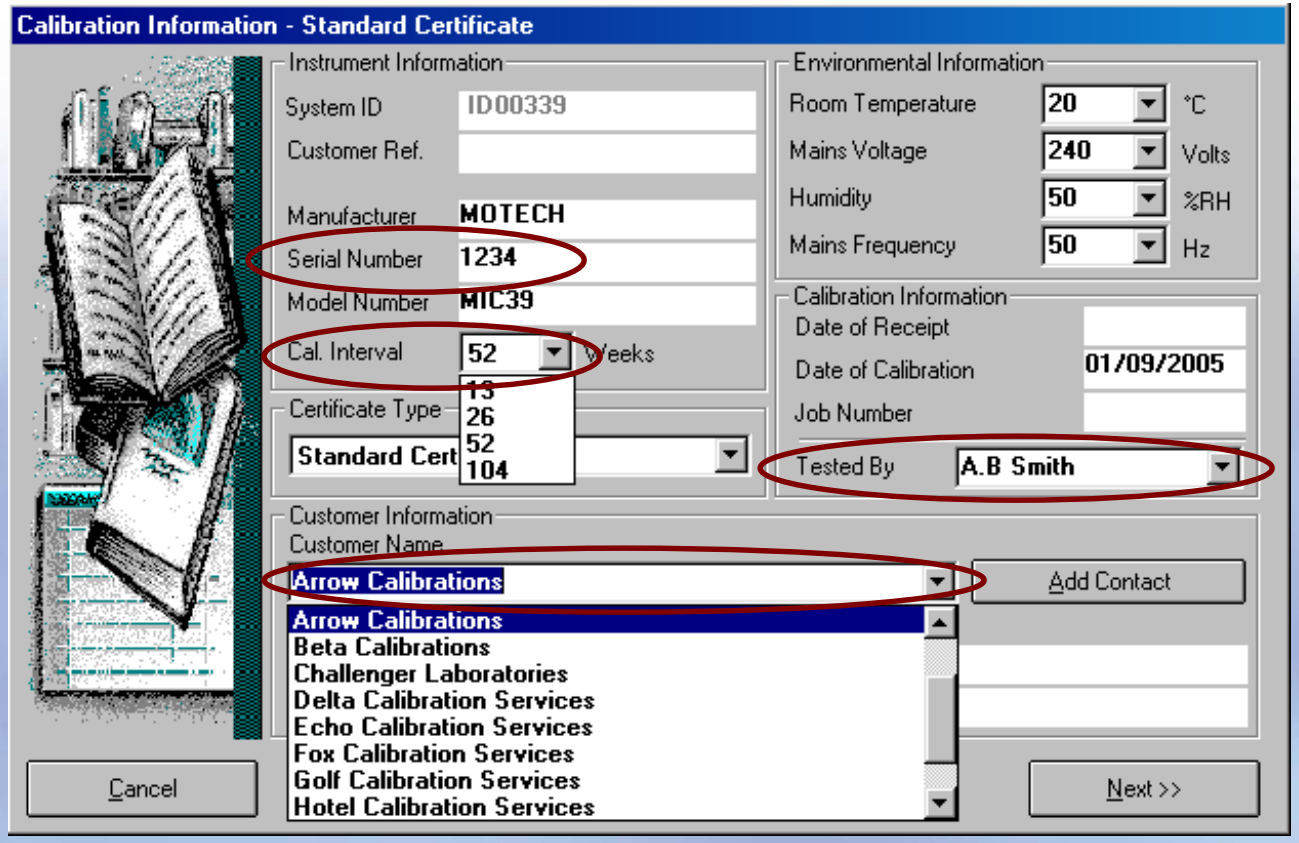
Step 3

- ➔ Enter serial number 1234
- ➔ Set Cal Interval to 52 weeks
- ➔ Select/Enter the tested by name
- ➔ Select customer name ‘Arrow Calibrations’ – then click Next >>



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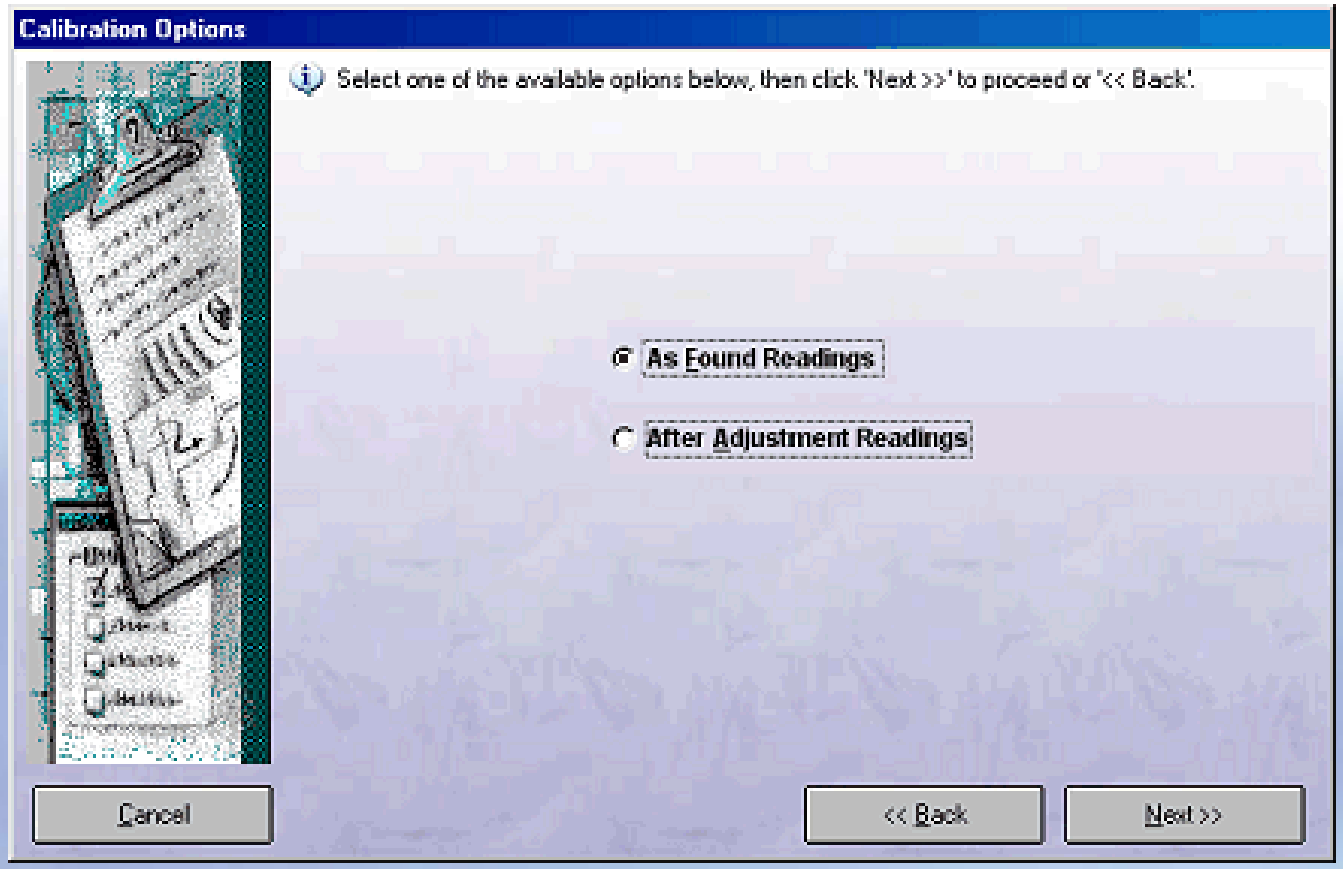
Step 5

➔ The next window asks if As Found or After Adjustment Readings - click As Found Readings then click Next >>.



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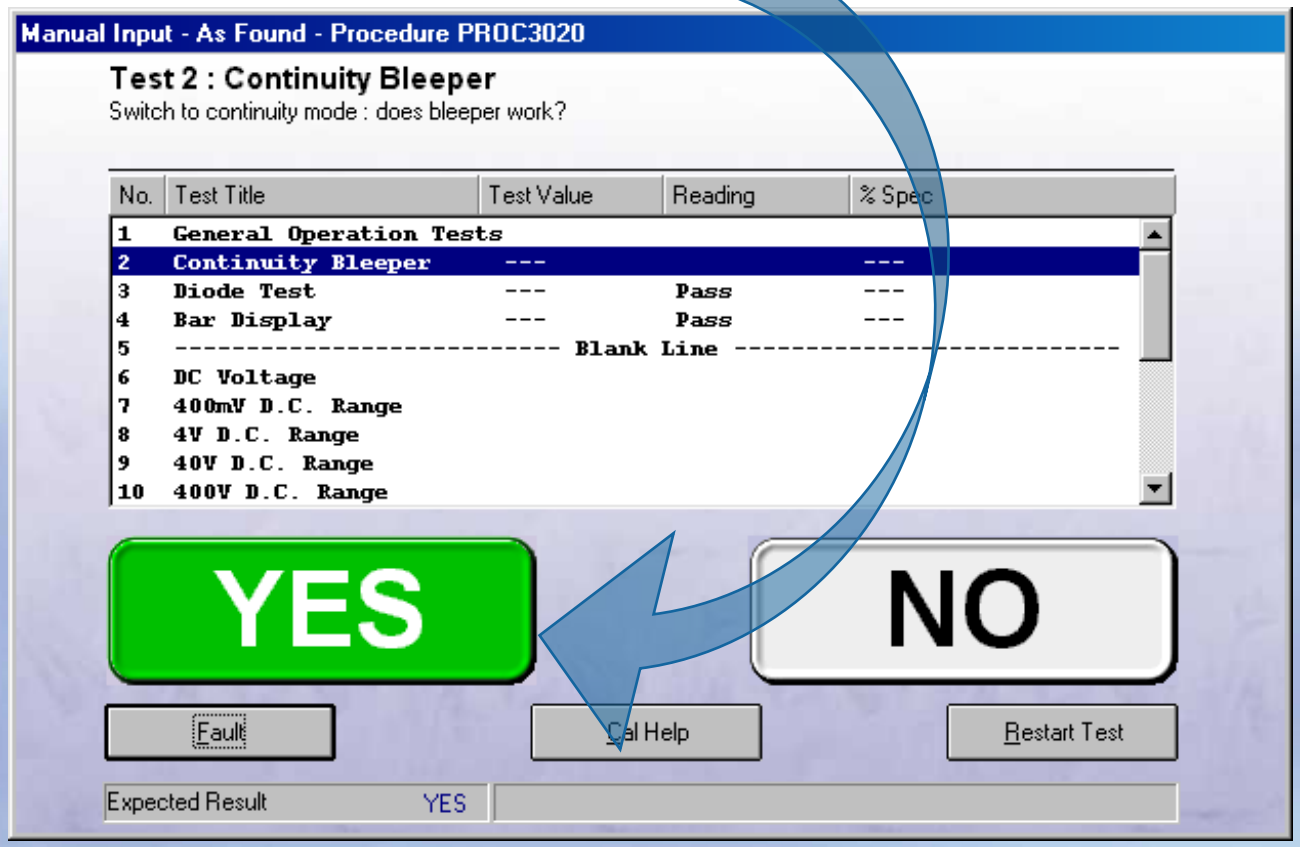
Step 6

- ➔ The first test is the continuity bleeper test
- ➔ Select ohms mode then press the blue function button on the multimeter – click YES if meter is bleeping



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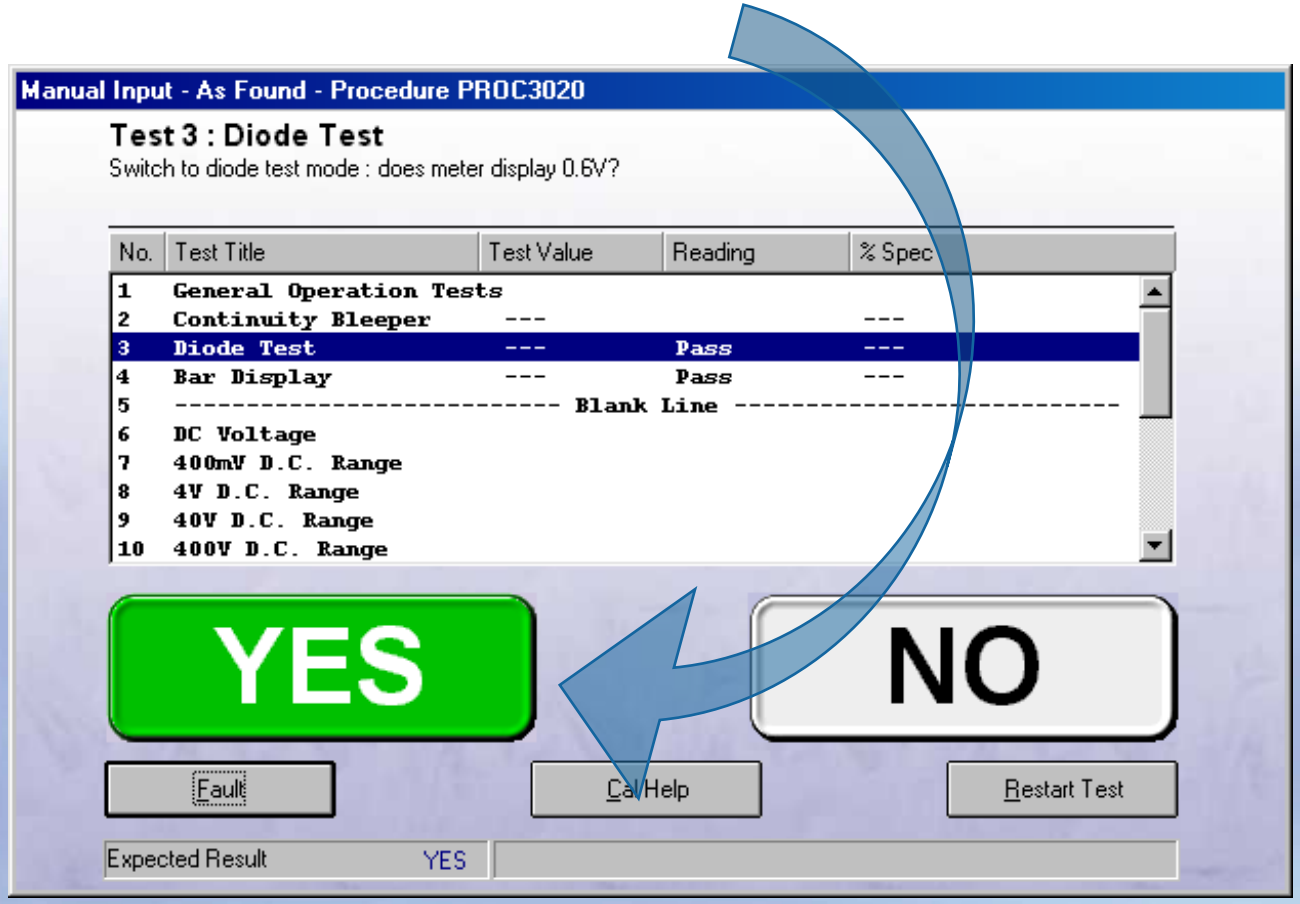
Step 7

- ➔ The next test is the diode function test
- ➔ Select the diode function on the multimeter – click YES if meter is reading 0.6V



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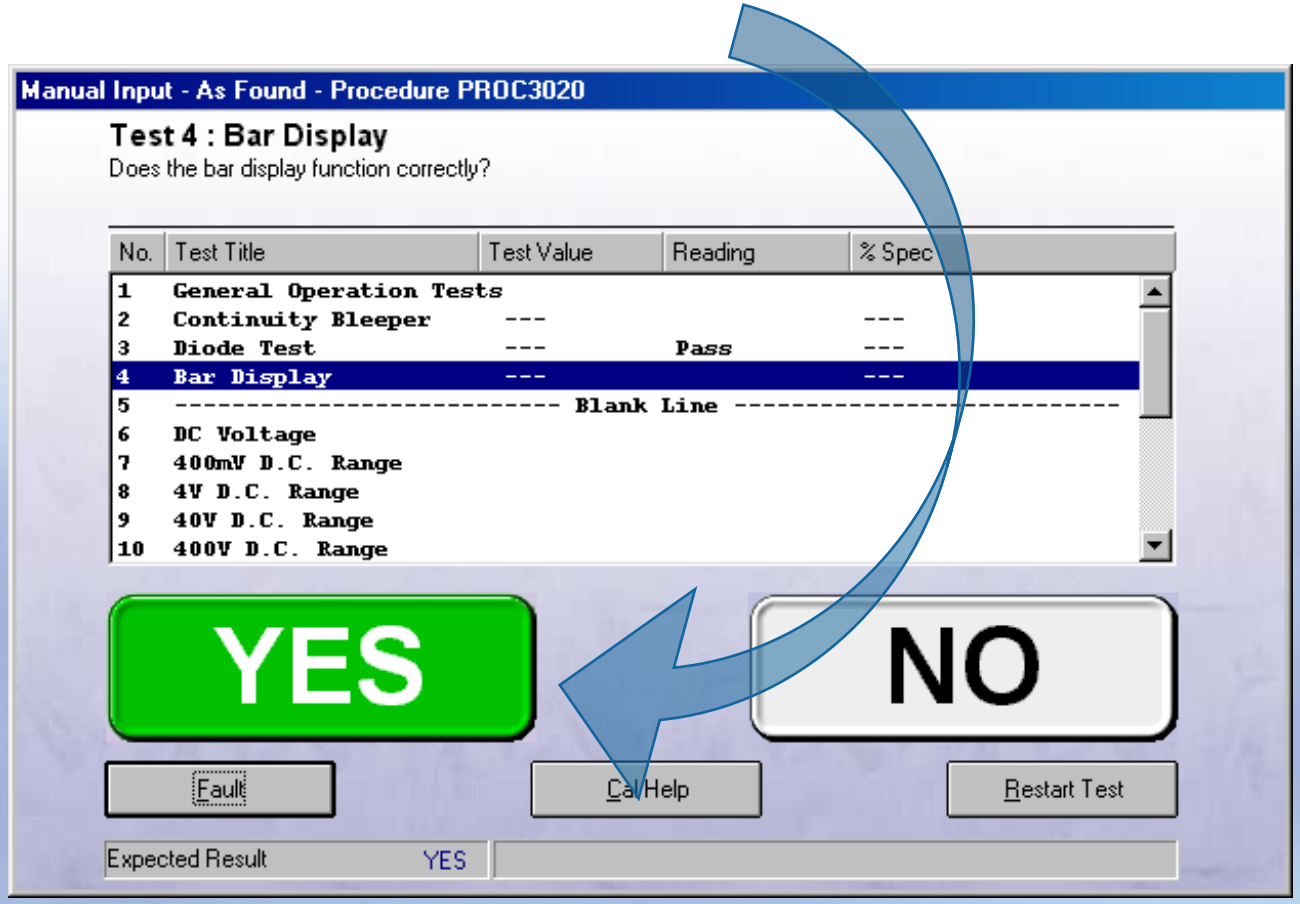
Step 8

- ➔ The next test is the bar display test
- ➔ Switch the multimeter off, then on –
  click YES if the bar display is displayed OK



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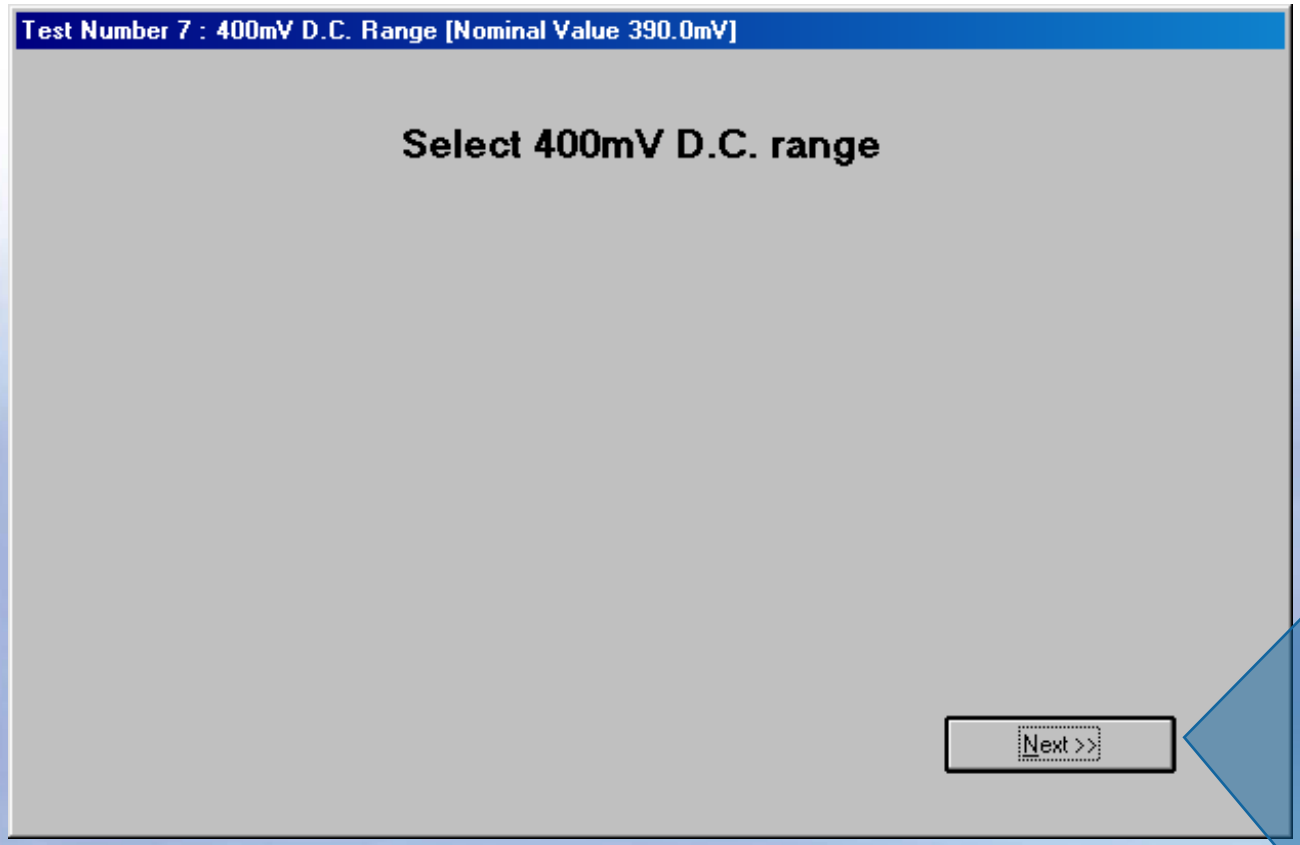
Step 9

- ➔ Before test 4 begins, a prompt screen is displayed
- ➔ Select the 400mV range on the multimeter, then click Next >>



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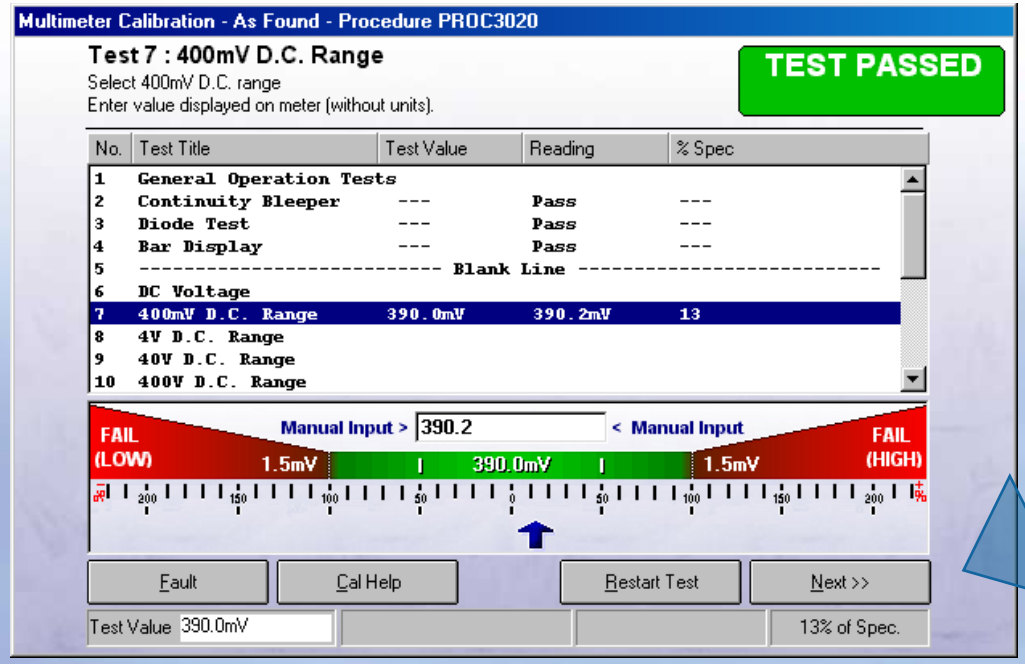
Step 10

- ➔ Enter the reading displayed by the multimeter in the box marked manual input
- ➔ The arrow pointer will move to display the reading in terms of the accuracy of the instrument, and display PASS or FAIL in the top right hand of the screen



- ➔ Click Next >> to proceed to the next test

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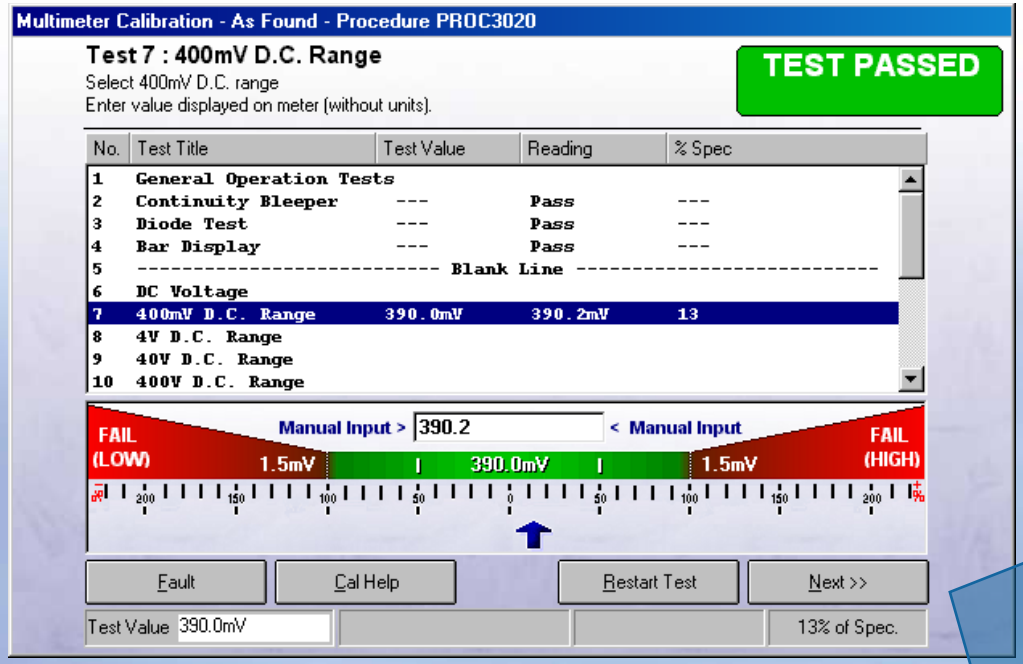
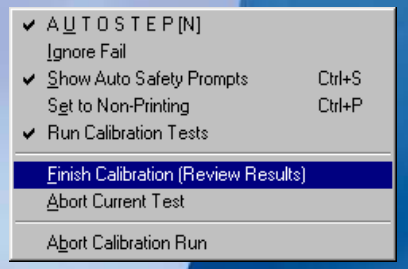
Step 11

➔ The remaining tests will display a prompt screen displaying the range required to be set.

➔ Enter the readings as displayed on meter then click Next >> to proceed to the next test.



➔ Select Control → Finish Calibration (Review Results) at any time to suspend the calibration.



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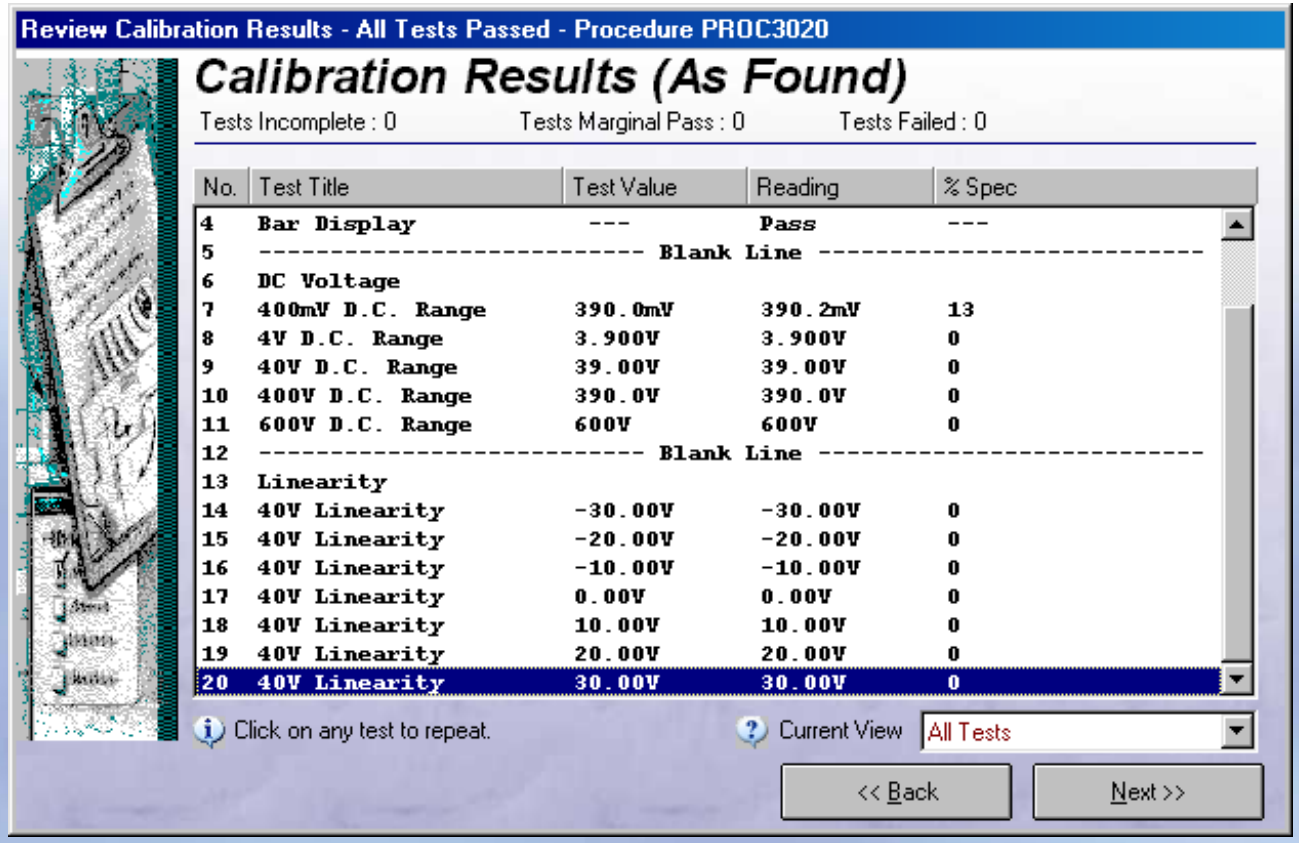
Step 12

➔ On completion of the last test, the test review screen will be displayed. A summary is show at the top of the screen. From here any test can be run again.

➔ Click Next >> to proceed with saving the calibration



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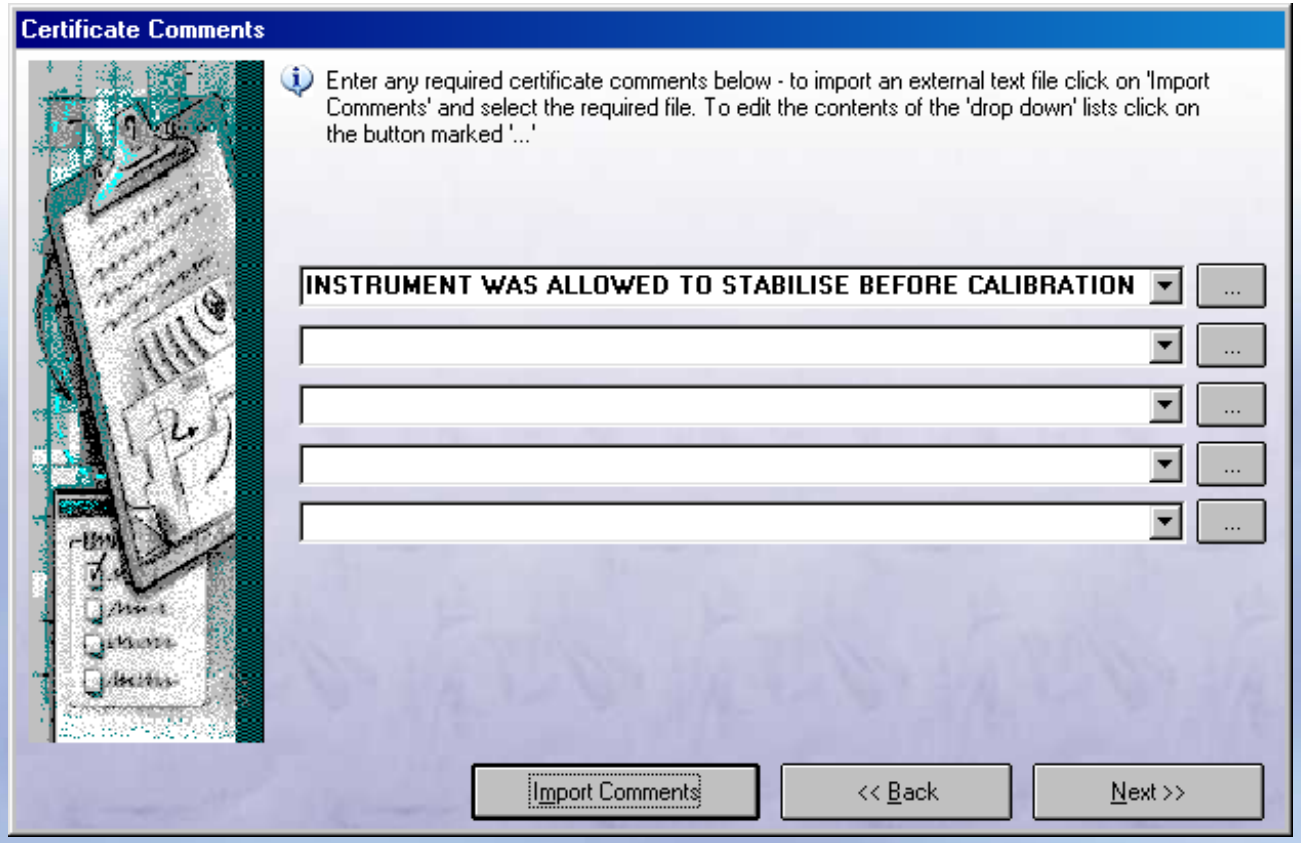
Step 13

➔ The default comments as stored by the procedure are displayed. Additional comments can be added – up to 5 lines can be included on the certificate.

➔ Click Next >> to proceed



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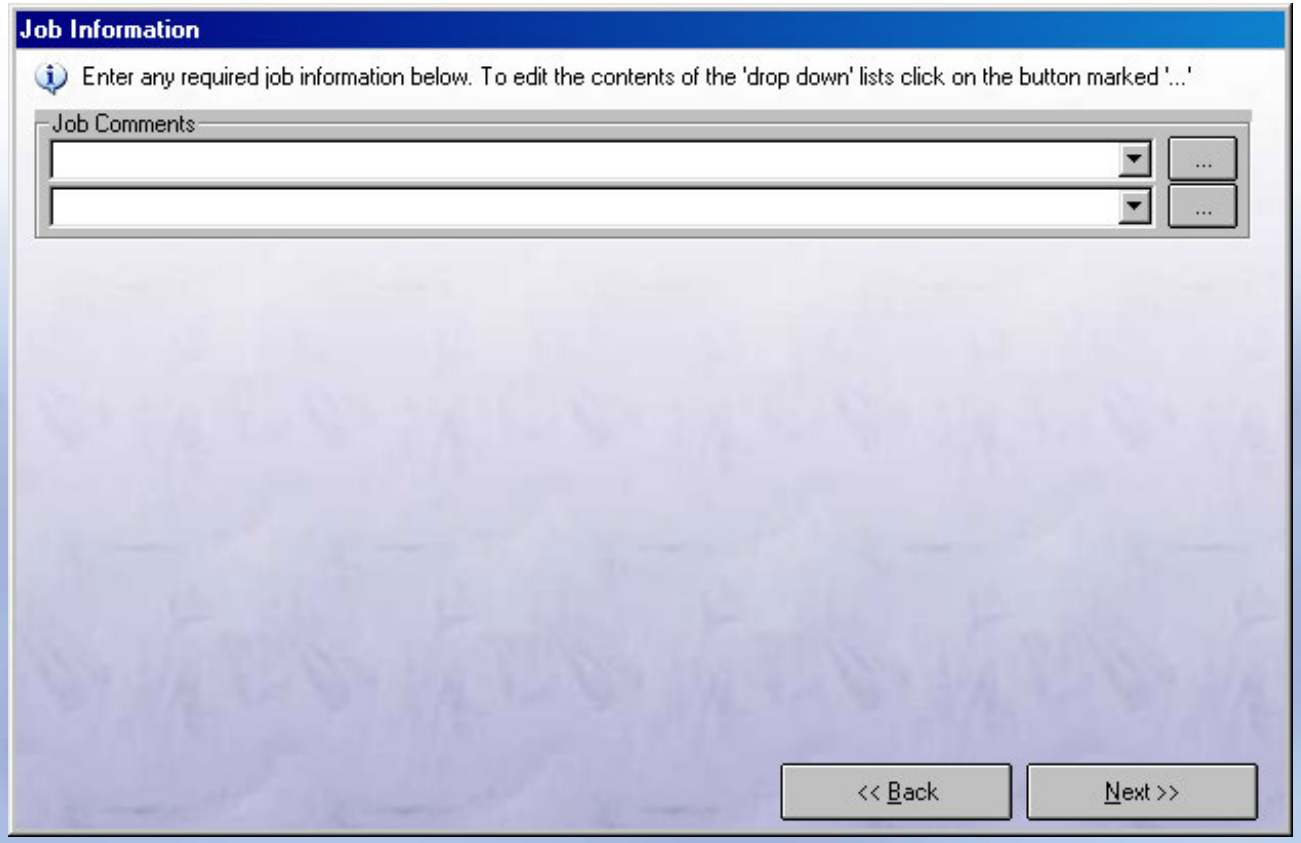
Step 14

➔ Job comments can also be added – these are for use with ProCal-Track to product a service report.



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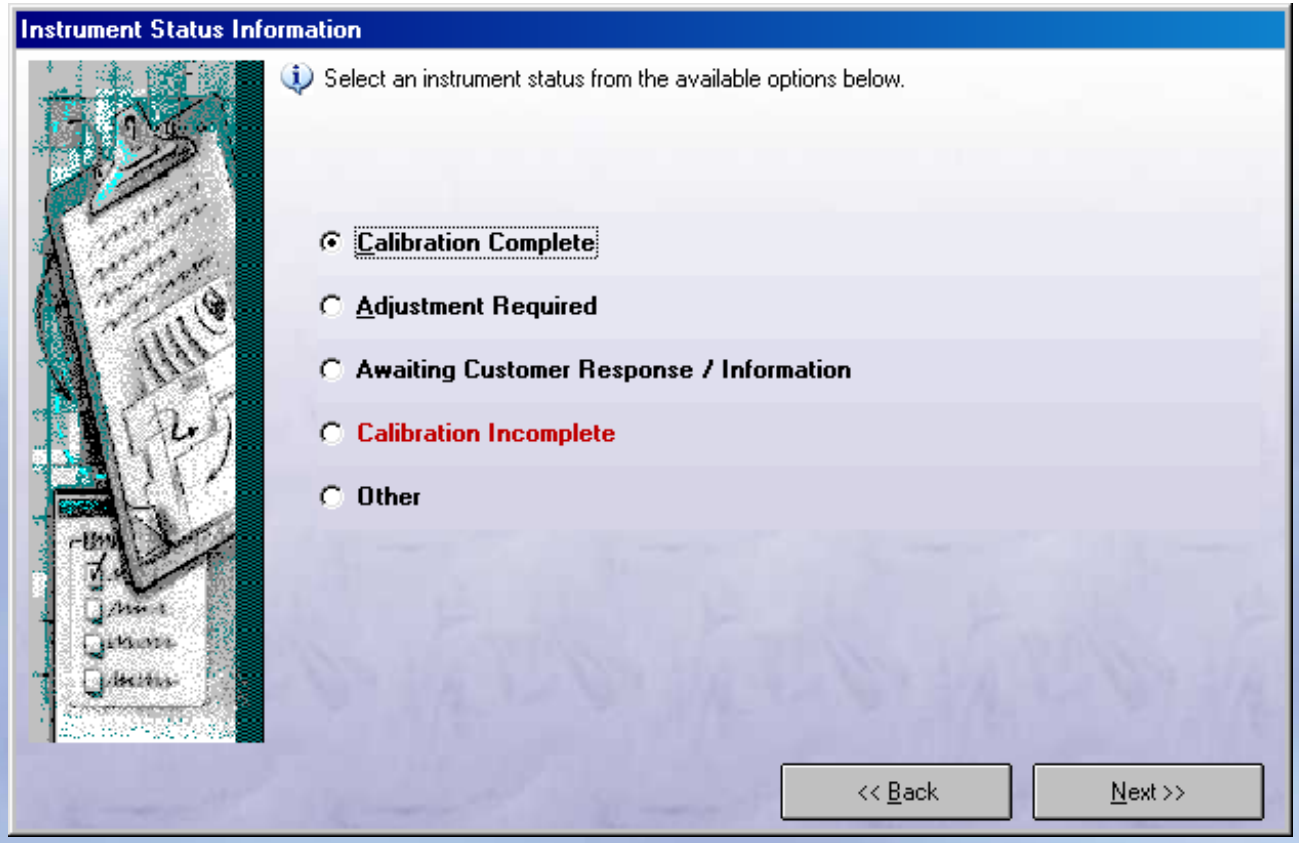
Step 15

➔ Select the instrument status – note if some tests are incomplete or failed, Calibration Complete will not be available (the Other option can be used to set this if required). Click Next >> to proceed.



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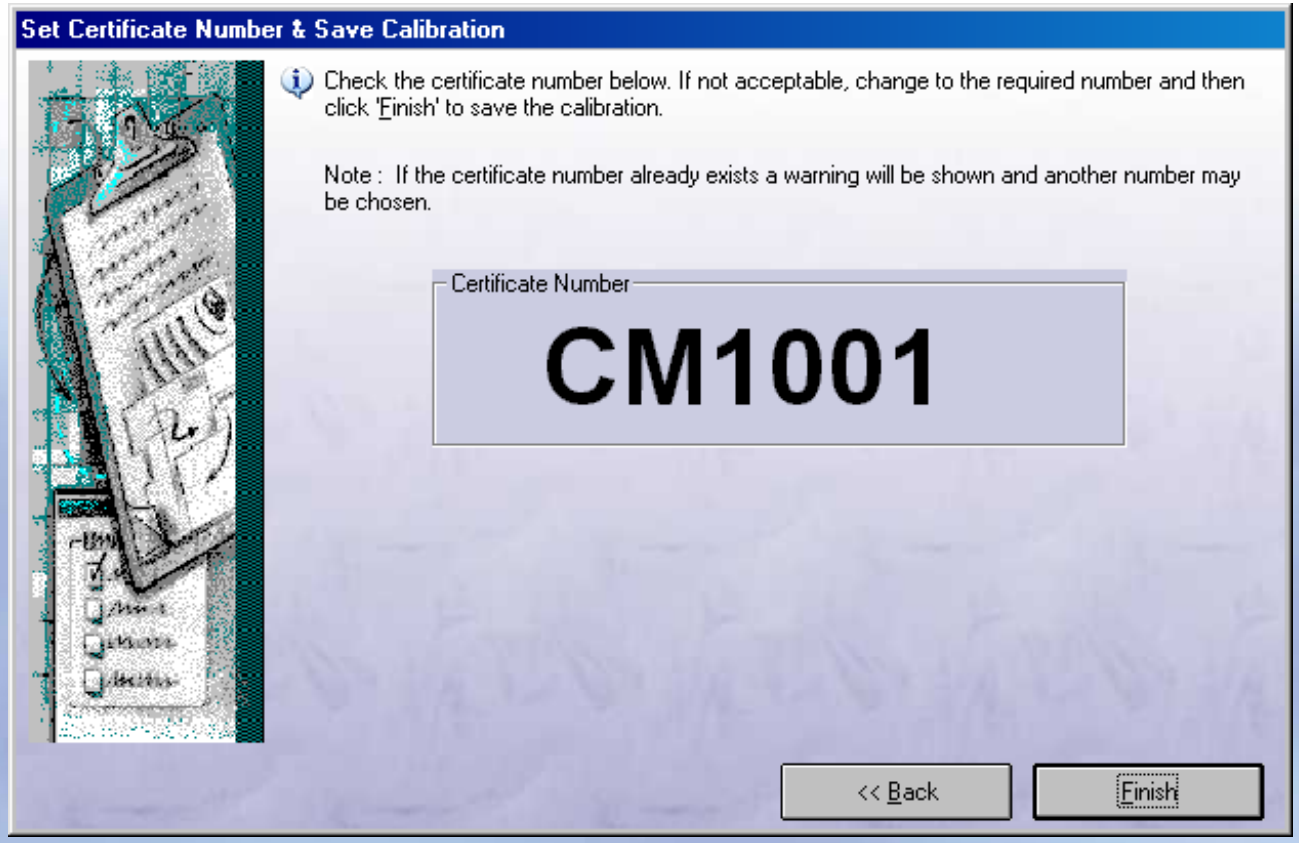
Step 16

➔ The final step is to set a certificate number. The next available number is displayed (a different number can be entered If required). Click Finish to save the calibration.



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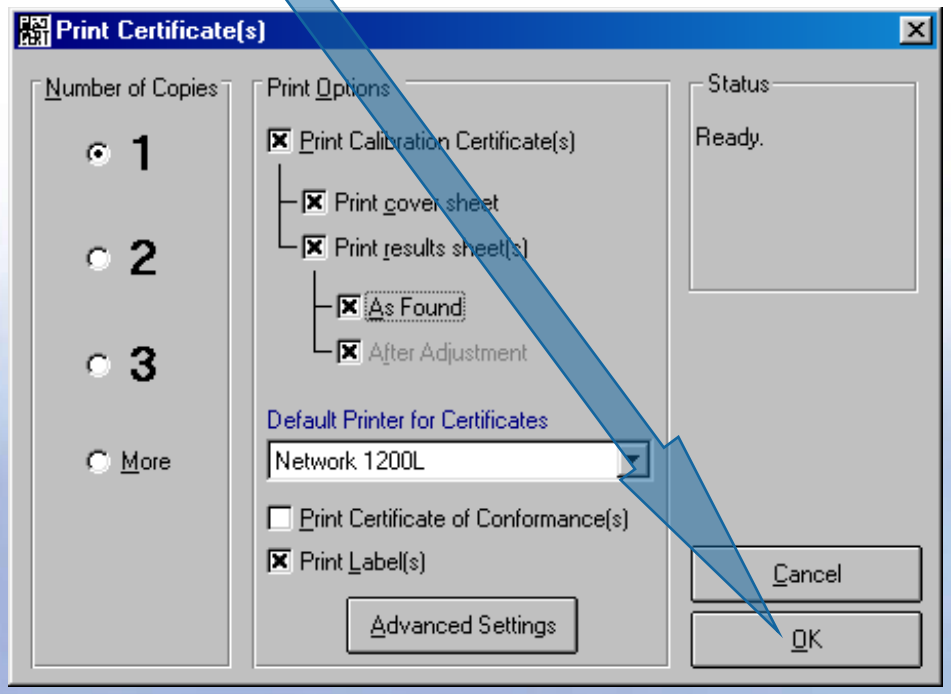
Step 17

➔ A dialog will be displayed to allow the certificate to be printed. Select the required options (certificate / label) then Click OK.



Click on the **Advanced** button to select Pages to print and printer selection.