

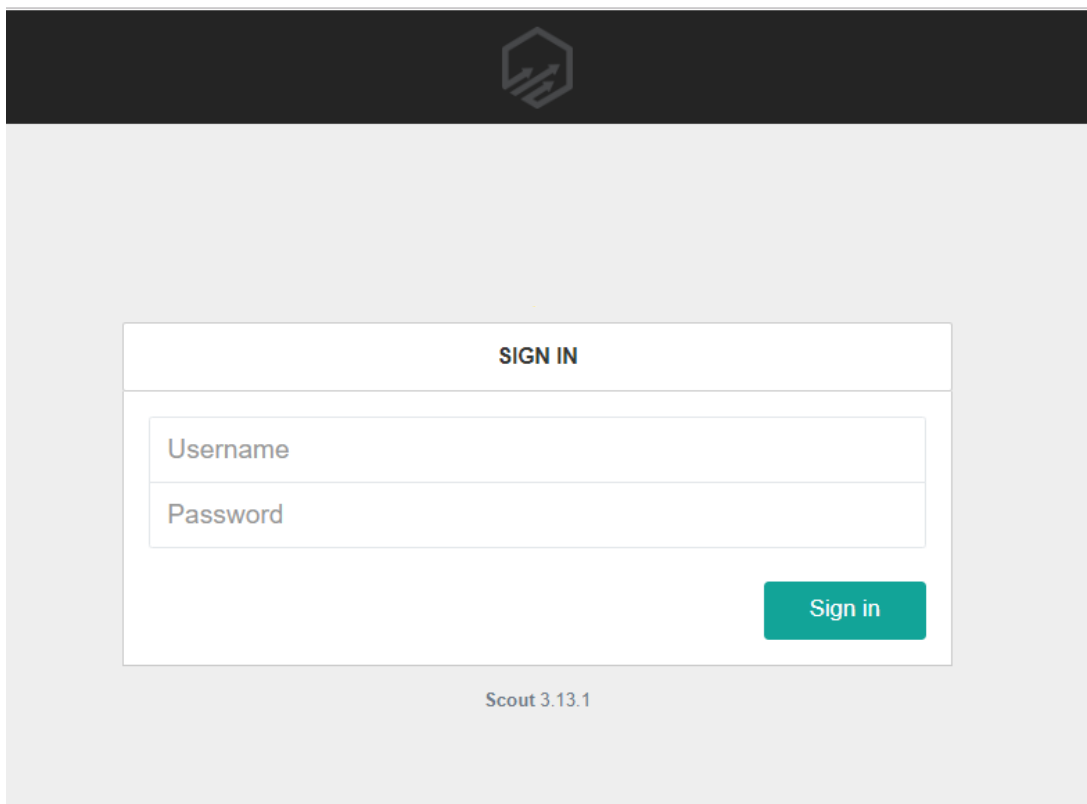
# Flowback Training Guide

# Scout Flowback Training Guide

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# Getting Started in Scout

Please use Google Chrome when signing into your web portal. Each user will have their own unique username and password.

The image shows a screenshot of the Scout web portal login page. At the top, there is a dark header bar with a hexagonal logo containing two arrows. Below the header is a light gray background. In the center, there is a white rectangular box with a thin border. Inside this box, at the top, is the text "SIGN IN". Below this, there are two input fields: "Username" and "Password". To the right of these fields is a teal button with the text "Sign in". At the bottom of the white box, the text "Scout 3.13.1" is displayed.

## Overview

To log into the Scout web portal, enter the provided URL into a Google Chrome browser. You will then enter your provided username and password. The Flowback module is designed to track the amount of fluids that are recovered after hydraulic fracturing is performed. This module allows for the entry of flowback data on an hourly basis and performs calculations as the data is entered.

## System Requirements

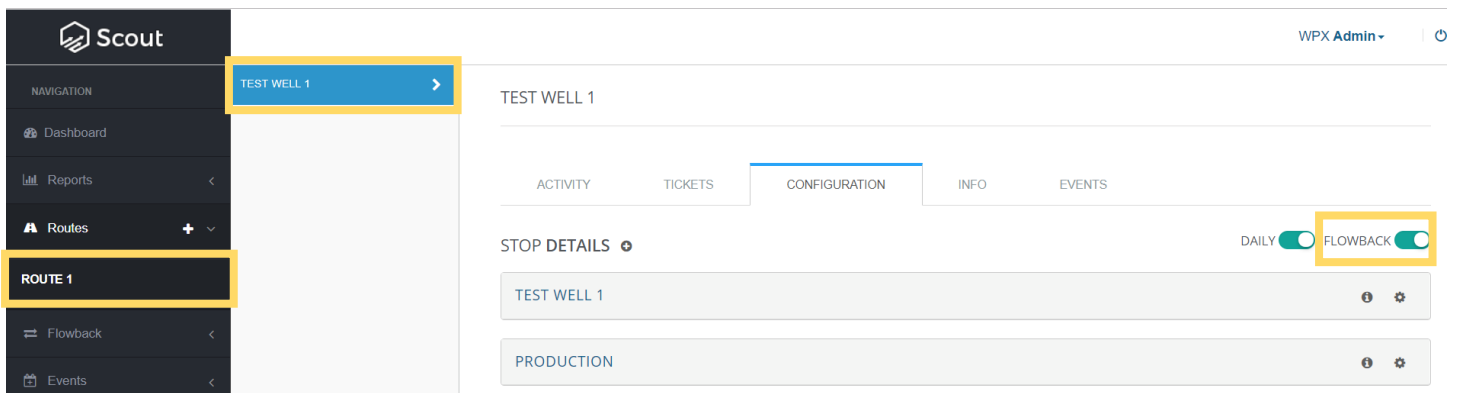
In order to use the Flowback module, the following items are required:

- The user must be an existing user within Scout, valid username and password are required.
- A cellular or WiFi internet connection is needed.
- The user's profile must have the necessary permissions to enter and view Flowback data.

## Stop Configuration

### Configuring a Location

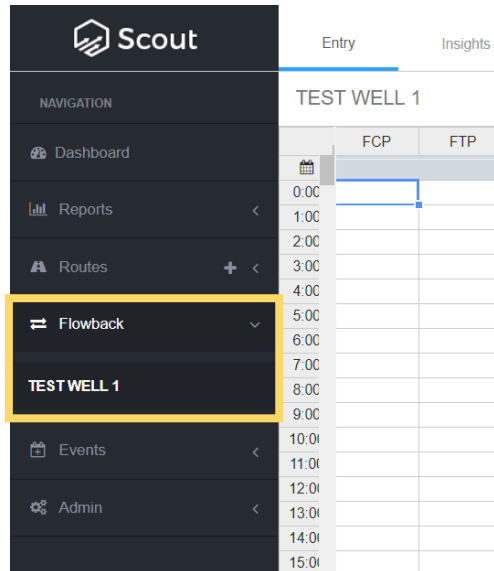
To configure a stop for Flowback, expand Routes within the black Navigation panel on the left side of the screen. Click on the route the well is associated to and then click on the well within the route list. Navigate to the Configuration tab within the Stop Detail page. You will notice options for both Daily and Flowback entry in the top right corner. Toggle the slider to the on position to enable Flowback collection for this stop. Be sure to **save** the change at the bottom of the screen.



Once the change has been saved, the well will now be visible within the Flowback module in the Navigation panel.

## Access to the Configured Stop

The Flowback module is located within the left primary navigation. Simply click the Flowback option to view all available Stops configured for Flowback. Select the configured Stop.



The screenshot shows the Scout application interface. On the left is a dark navigation menu with the Scout logo at the top. Below the logo is a 'NAVIGATION' section with options: Dashboard, Reports, Routes, Flowback (highlighted with a yellow box), TEST WELL 1 (highlighted with a yellow box), Events, and Admin. To the right of the navigation menu is the main content area. At the top of this area are tabs for 'Entry' and 'Insights'. Below the tabs is a header for 'TEST WELL 1'. Under this header is a table with columns for time (0:00 to 15:00) and two columns labeled 'FCP' and 'FTP'. A blue selection bar is visible in the first row of the table.

For security reasons, access to the Flowback option is restricted to those users that have been assigned as the Flowhand or given either the “Ability to view and edit Flowback on the web” or “Ability to view Flowback on the web”. These permissions can be updated, as needed, within the Users section of the Admin module.

Ability to view and edit flowback on the web	<input checked="" type="checkbox"/>
Ability to view flowback on the web	<input checked="" type="checkbox"/>

## Initial Flowback Setup

Once a Stop is configured, navigate to the Stop within the Flowback navigation option and click the two left arrows to expand the Flowback Details section.

The screenshot displays the WPX Admin interface for 'TEST WELL 1'. The main area is a data entry table with columns: FCP, FTP, Braden Heat Separator PS, Line PSI, Drill Out Inj F, Choke Size, BOPH, BOPD, Cum. Oil, Gas Lift Inj, Gas Prod Wt, Gas Prod Re, Cum. Gas Pt, Gas Prod Ra, and Water Pump. The rows are indexed from 0.00 to 22.00. The right sidebar, titled 'Flowback Details', contains the following sections:

- Flowback Details**
- Information**
- Configuration** (highlighted with a yellow box)
- Frac Water Pumped** (input field with a blue '#' icon)
- Start Date** (11/19/2018) and **End Date** (12/03/2018) (both with calendar icons)
- Flowhands** (Select... dropdown)
- Activity**

The following items must be set before data entry within the Configuration section.

1. **Start and End Dates** must be entered to ensure the appropriate number of data entry points can be established. The End Date can be extended, as needed.
2. **Frac Water Pumped** must be populated to ensure the calculated values are performed correctly.
3. **Flowhands** need to be assigned in order to give access to the user recording data.

**Important:** Please be sure to save the changes in the bottom right corner of the screen before entering data.

# Flowback Entry

## Entering Flowback Data

The Flowback entry screen will look similar to the screenshot below.

The screenshot displays the 'Flowback Entry' screen for 'TEST WELL 1'. The interface includes a top navigation bar with 'Entry' and 'Insights' tabs, and a user profile 'WPX Admin'. Below the navigation bar, the well name 'TEST WELL 1' is shown. The main data entry area is a table with the following columns: FCP, FTP, Braiden Heat Separator P, Line PSI, Drill Out Inj F, Choke Size, BOPH, BOPD, Cum. Oil, Gas Lift Inj, Gas Prod W, Gas Prod Re, Cum. Gas P, Gas Prod R, and Water Pump. The table is organized into four color-coded sections: white for pressures and other related data (columns 1-6), green for oil-related data (columns 7-8), red for gas-related data (columns 9-13), and blue for water-related data (column 14). The rows represent time intervals from 0.00 to 22.00 hours.

The **green** columns are oil related data, the **blue** columns are water related, the **red** columns are gas related, and the white columns are pressures and other related data.

Once on the correct Stop within the Flowback module, enter data similar to Excel. First, ensure that the date range is correct via the Configuration panel. Next, find the day & hour that flowback began and enter your data in the first cell. Users may either click or tab to the next cell. Cells that are skipped while tabbing are calculated cells that will auto-fill once they have all of the necessary data for their calculations.

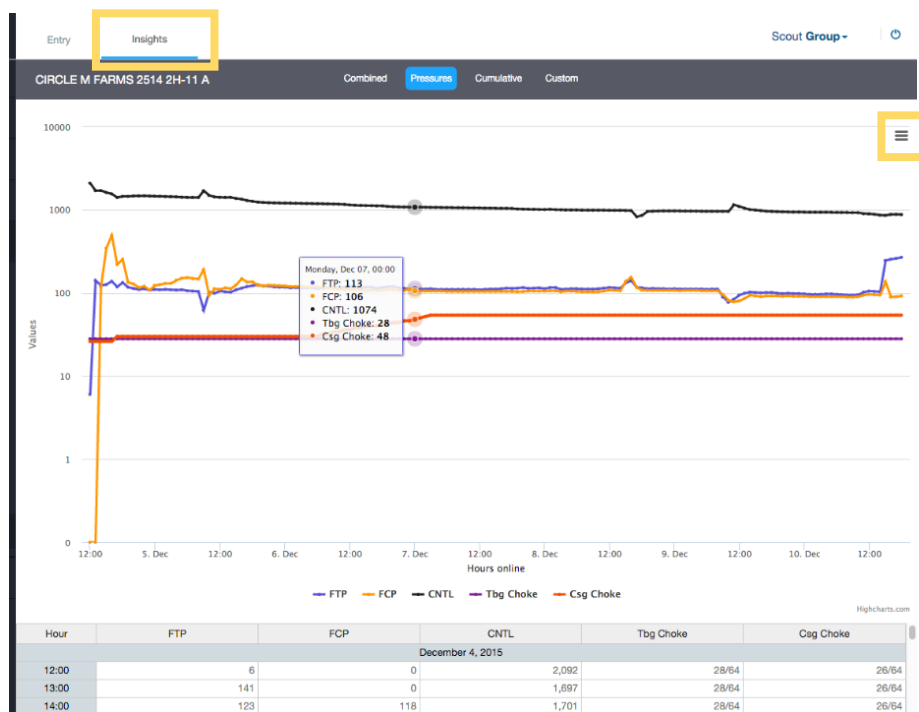
**Important:** After any or all flowback data has been entered, users must click the blue Save button in the lower right corner to save their data before navigating away from the screen.

# Flowback Insights

## Visualization of the Data

The Insights tab within the Flowback module contains the following trending and charting options:

1. Combined Chart (ex. Spot Rate, BOPD, BWPD, CNTL, BOE)
2. Pressure Chart (ex. FTP, FCP, CNTL, Tubing Choke, Casing Choke)
3. Cumulative Chart (ex. Cum. Oil, Cum. Water, Cum. Gas, Load to Recover)
4. Custom Chart Option (user has the option of selecting which attributes to see within the chart)



By selecting the three horizontal lines in the top right corner, the user can download the chart as a PDF, PNG, JPG, or SVG image.



# Flowback Reports

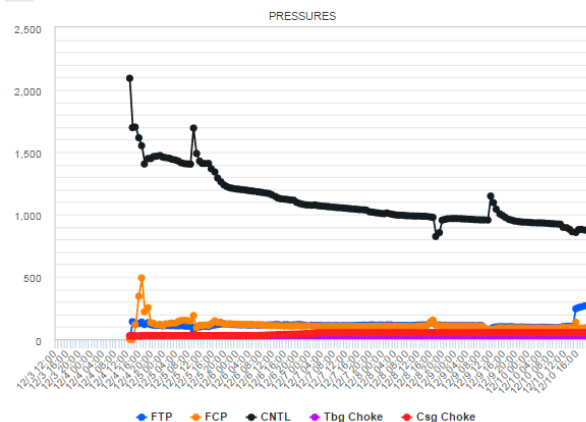
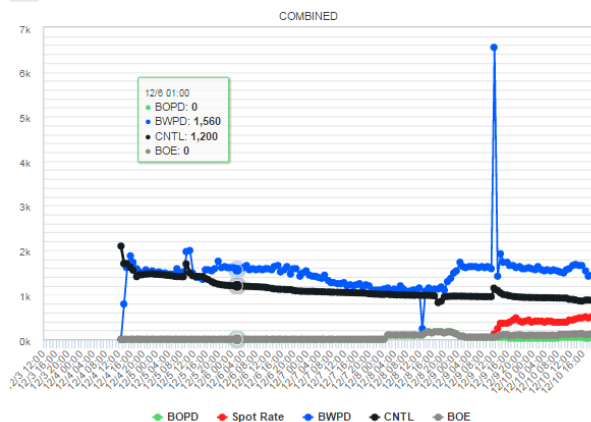
The Flowback report will be available under the Reports section in the left Navigation panel. This report can also be setup to be automatically distributed, on a frequency determined by the office users. The report within the web portal will have the option of choosing from past and present wells on flowback. An example of the report is below. The report will have various export options, including PDF, Excel, XLSX, CSV, and more.

## FLOWBACK REPORT

### CIRCLE M FARMS 2514 2H-11

Enertia Id: 01498.01 API #: 35-151-24415-00- Start Date: 12/3/15

Community: Woods State: OK Total Load to Recover: 95,927



Date	BOPH	BOPD	Cum. Oil	API Gravity	GOR	BWPH	BWPD	Cum. Water	Load to Recover	% Load to Recover	Chlorides	Water %	Spot Rate	Hourly Rate	Cum. Gas	CO2	H2S
12/3/15 12:00 PM																	
12/3/15 1:00 PM																	
12/3/15 2:00 PM																	
12/3/15 3:00 PM																	
12/3/15 4:00 PM																	
12/3/15 5:00 PM																	

# Users

## Setting up a Flowhand

Within the Users section in the Admin module, in the left Navigation panel, a Flowhand user can be setup. To create a new user, click on the blue Create User button in the top right corner. Fill out the new user's profile and select their role as "Flowhand". The Flowback permissions will automatically populate, and can be changed, if needed. Once the profile has been filled out, click the blue Create User button in the lower right corner.

**Scout**

NAVIGATION

- Dashboard
- Reports
- Routes
- Flowback
- Events
- Admin
  - Stop Management
  - Users**
  - Purchasers
  - Imports
  - Attributes

**CREATE USER**

**BASIC INFORMATION**

First Name  Last Name

Email Address  Username

**SECURITY INFORMATION**

Password  Confirm Password

**TITLE & PERMISSIONS**

Select user role or title

Access to Scout Mobile Application ☐

**User Title and Permission Instructions**

Select the title of the user to default common per the organizational tier to choose the level of hier have access to view and/or enter data. Check ye permission to configure scout access for the use

**Create User**

To edit or delete an existing user profile, click the Edit button to the right of the user's name.

SCOUT USERS							Create User
	FIRST NAME	LAST NAME	USERNAME	TITLE	PERMISSIONS	CREATED	
	Flowhand	1	Flowhand 1	Flowhand	Flowback Edit, Flowback View	11/15/2018 11:17 AM	Edit

## FAQ/Support

- Please email your Scout admin with any questions, comments or concerns. This includes:
  - Change requests
  - Reporting needs
  - Scout issues
  - Enhancements
- For support tickets, send an email to [support@fdc.io](mailto:support@fdc.io) or text 918-992-2081.