



TRINITY NUCLEAR • TRINITY SENTINEL

QUICK START

Installed and producing your first report in
about thirty minutes.

Before you start.

You need two things: a folder containing at least one schedule Sentinel can read, and a Windows machine. Nothing else — no server, no account, no internet connection, and no access to your Primavera P6 database. **On a shared server** there is nothing to install at all: sign in through your site's front end and skip to *Your first read* — your open schedule and settings are yours alone, and Sentinel reopens where you left off.

WHAT SENTINEL READS

FORMAT	EXPORTED FROM
.xer — P6 exchange	Primavera P6: File → Export → Primavera PM (XER)
.xml — PMXML	Primavera P6: File → Export → Primavera PM (XML). Preferred — carries baselines, resources and costs that XER drops.
.xml — MSPDI	Microsoft Project: Save As → XML
.csv	Any tabular schedule. Extra columns become activity codes.

If you have the choice, export PMXML — XER cannot carry baselines or resource assignments, which limits earned-value analysis.

SENTINEL NEVER TOUCHES YOUR P6

It reads files that P6 has already exported. It holds no database credentials and opens no connection. Nothing you do in Sentinel can change a schedule in Primavera, and Sentinel never modifies the exported file on your disk either — it only ever reads it.

INSTALL

1 Extract the zip — all of it

Right-click the zip, choose **Extract All**, and put it anywhere you have write access — your Desktop is fine. Do not run anything from inside the zip: Windows runs it from a temporary copy, and the shortcuts it makes stop working. Nothing is downloaded; the package carries its own Python.

2 Run **INSTALL Trinity Sentinel.bat** once

From the extracted **App** folder. It makes a Desktop icon and a Start Menu entry and checks that the program starts; nothing is written to the registry. If your organisation blocks .bat files, start Sentinel directly with **Launch Trinity Sentinel.bat**.

3 Double-click the icon

Sentinel opens in its own window. The status bar along the bottom shows the build number and the words **LOCAL ONLY · NO EGRESS** — that is the application telling you it has no route off the machine.

Your first read.

1 Point it at a folder

Go to **Portfolio** and use **Refresh all from source**. Sentinel scans the folder, reads every schedule it recognises, and rolls them all up on one page — projects, how many are behind, average schedule health, forecast finish and slip for each.

2 Load them into the store

Press **Load N into the store**. Until you do, Sentinel is only looking. Loading registers each schedule as a tracked project so it gets its own history, its own edit queue and its own entries in the change log.

3 Pick one and look at it

A fresh session opens on the roll-up of every schedule. Use the scope picker at the top of the **Dashboard** to drill into one: health, cost, schedule and forecast in one screen, every figure computed from the schedule — none of it re-keyed.

4 Check the agreement figure first

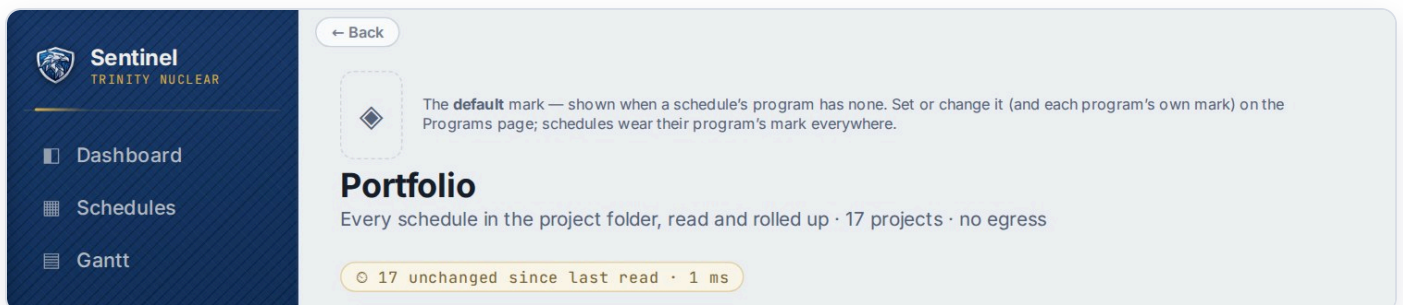
On **Schedule Health**, the P6 date agreement panel says what percentage of activity finishes Sentinel reproduced exactly. This is the number to look at before any other. If it reads **n/a**, the file carries no stored finish dates to compare against — usually a CSV. If it is a percentage below 100, read the notes beside it before trusting anything downstream.

Two things to do once, on a new installation

Set the admin passphrase. The first time you open **Admin**, Sentinel asks you to create one rather than opening the page. Do this before you need to change a setting in front of someone.

Dismiss the first-run tour. A new store offers a two-minute tour along the bottom of every page. Take it or click **No thanks** — either way it stops asking.

Portfolio — every schedule in the folder, read and rolled up.



Your first report.

1 Confirm the data date

Schedules → open the card. Sentinel reads the data date from the file and says so; if the file is silent it offers the latest actual as *inferred* — *confirm it*; and you can set it there. Everything is measured “as at” this date, and its provenance prints on the report. To enter this month’s actuals in Sentinel, use **Status Update**: it lists what has not been updated and sends the update to the gate as one card.

2 Choose what you are measuring against

Baselines. If your schedule carried a baseline it is already there; otherwise capture the current plan as one. A report that does not say what it measured against is not a report.

3 Open Project Report

It is assembled from what the engine has already computed — executive summary, what changed since last period and what caused it, critical path, slipping activities, earned value by control account, variance narratives, risk, DCMA findings and a signature block.

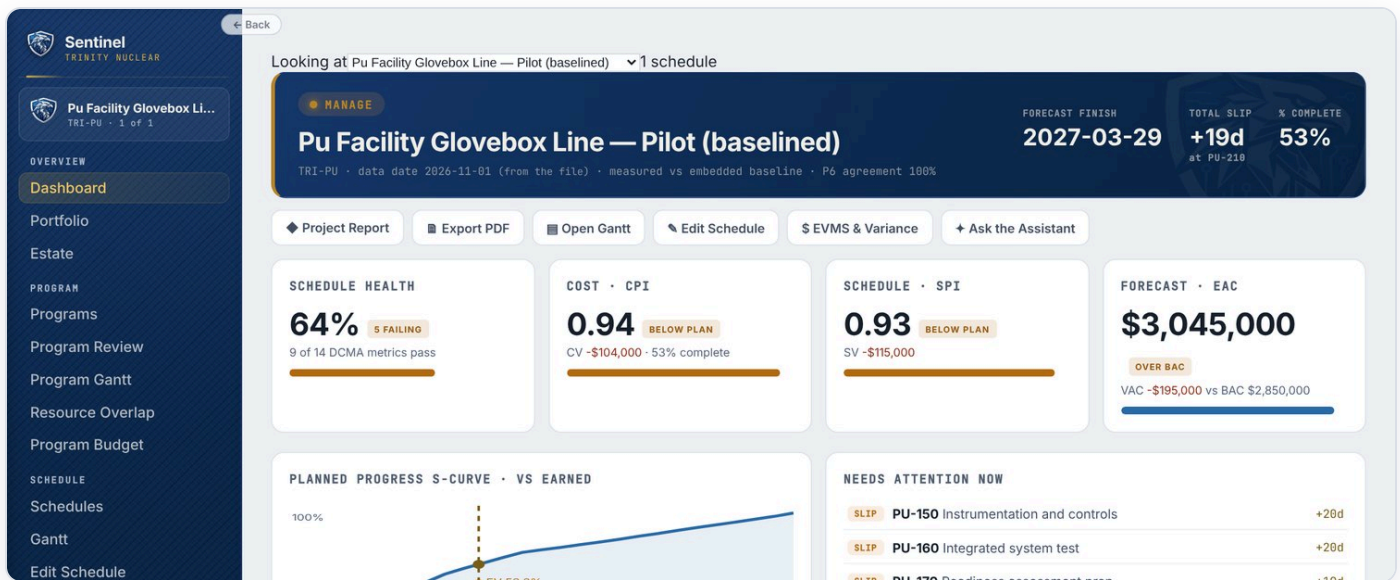
4 Fill in what only you know

Contract and funding fields, and the variance narratives — cause, impact, corrective action. Sentinel computes the numbers; the assessment is yours. Anything the assistant drafts is marked as drafted and waits for you.

5 Export and archive

Export PDF, Word or HTML. Then **Save this period** so the figures you issued can be reproduced later — and, under Report Archive, **Evidence packages** seals everything the report was made from into one file anyone can check.

Dashboard — health, cost, schedule and forecast in one screen, every figure computed.



Making a change.

This is the part that behaves differently from every other tool you have used, so it is worth understanding before you need it.

Descriptive changes apply immediately

An activity name, a note, the WBS band something sits in. These move no date and no cost, so they are saved and recorded, and that is the end of it. Requiring an approval for a typo is ceremony without protection.

Scheduling changes become proposals

A duration, a date, a percent complete, a new activity. These change what the engine computes, so they do not apply. They go to the **Approval Gate** as a proposal with an impact preview, and wait for a decision.

WHAT HAPPENS AT THE GATE

- You see what the change does to the finish date, to float, and to the health score **before** anyone decides — computed against a throwaway copy of the schedule.
- The person who proposed a change **cannot approve it**. If you try, Sentinel refuses and writes the refusal to the change log. That is not a bug — it is the control. An administrator can allow self-approval for a genuinely single-person shop, and that choice is logged too.
- Approving applies the change to Sentinel's **working copy only**. Your source file on disk is never modified. **Revert** takes it back out, and keeps it on record.
- On a shared server nobody is ever locked out. If someone else changed the same thing after you opened the page, Sentinel stops and shows both versions, and you choose.
- Or ask the **Assistant**: *shorten PU-150 by 10 days* drafts the same proposal and says what it does to the finish; *make it 5* revises it, *withdraw that* takes it back. She never approves.
- When you are ready to move changes into Primavera, **Export** produces a scoped import workbook containing only the approved fields, which you run through P6's own Import Wizard. Sentinel does not do this for you, and cannot.

If a button seems to do nothing

Check the message area at the top of the page. Sentinel is designed to say why it declined rather than silently reloading — an empty required field, a proposal already decided, or nothing yet approved to export are the usual causes. If a control genuinely does nothing *and says nothing*, that is a defect worth reporting.

Where to go next.

IF YOU WANT TO...	GO TO
Walk every page before loading a real file	Build Demo Projects · Build Demo Estate (app folder) — synthetic; Remove Demo Data takes them out
See every schedule in one view, ranked	Portfolio
Group projects the way your site is organised	Programs — a program is shared; a folder is private
Build one roll-up from many schedules	Schedule Generator → Combine — each source a level-1 band
Restructure a schedule the way you would in P6	Edit Schedule — rename bands, drag activities, add one
See what one project's slip does to the others	Estate — declared links; conflicts reported, never applied
Run the monthly program review	The Program group in the navigation — Program Review, one row per project, attention first; then Program Gantt, Resources and Program Budget
Name the date the project is managed to	Milestones — the end milestone, key milestones and a commitment date; the end driver named, turnover kept apart
Set up a capital project, or prepare for EVMS self-certification	Profile & Gates — the profile and the DOE O 413.3C Critical Decisions; EIA-748 Evidence — the 27 guidelines
Authorize work and close the month	EVMS Controls — WADs, the RAM, WBS dictionary, period close
Run operations and maintenance work	Operations — adherence, backlog by age, recurring work, fiscal-year spend
Read the schedule the way a scheduler does	Gantt — bars, logic lines, WBS bands; filter, search, export
Enter this month's progress	Status Update — actuals, percent, remaining; one card at the gate
Understand a failing check	Schedule Health — every named activity is a link into the grid, filtered to it, and every check carries its fix
Ask how confident the finish date is	Risk — Monte Carlo, P50/P80/P90 against the computed date, and a DOE-style risk register beside it
Model recovery, compare versions, or prove who changed what	Scenarios · Compare & Merge · Change Log — hash-chained; every earlier version kept
Hand someone a checkable copy of a period	Evidence packages — from Report Archive
Ask what to worry about, get a note for your manager, or lay out a new schedule	Assistant — answers from the engine; tell her the progress, a VAR, a WAD or a budget entry and she drafts it for your Confirm

TWO HABITS WORTH FORMING

Confirm the data date before you read anything. Half of the numbers on every page are measured as at that date. Sentinel reads it from the file and prints where it came from; if the card says *inferred*, confirm it — a report produced against the wrong date is wrong in a way that looks right.

Save the period when you issue a report. The archive is what lets you answer “what did we say in March, and why” six months later without reconstructing it.

The full **User Manual** covers every screen in the application, including the ones this guide skips. It also carries a glossary of every acronym used anywhere in Sentinel.