FIELD READINGS CAPTURE APP / ILLUSTRATIVE CASE

How many site readings could be right the first time?

The management decision

Design the form around the information staff otherwise have to chase later. Check for convincing but wrong defaults as well as empty fields before accepting the pilot.

A reading taken on paper may later be retyped into a spreadsheet. If the meter number or units are missing, somebody has to call the site or return to the equipment. A capture app gives staff a clear form for entering readings and sends uncertain entries for review before they reach downstream reports.

Worked example

Fourteen of 100 readings need clarification. Preventing eight omissions would leave six cases requiring review in a comparable sample. Check the accepted submissions as well as those sent back to staff.

Example figure	What it represents
100	Readings submitted
14	Needed clarification
6	Example after checking fields

What changes the answer

If two formerly blank fields now contain incorrect defaults, the lower number of clarification calls overstates the improvement. Review a sample of accepted entries against the original observations.

Field readings capture app

What to commission

Build one reading form for agreed devices with required fields, a review queue and an export that the receiving team can use.

We agree how staff identify the meter and units, what makes a reading worth checking and which fields must be completed on site. Tests include rejected entries and examples that should pass without further work.

How to judge the result

A reviewer can accept a valid reading, identify a missing or suspect value and reconcile the approved export to its source.

Track clarification calls, extra visits and corrections on accepted entries. Compare the same sites and workload when estimating the time the tool releases.

Decision worksheet

Project detail	Starting point for your team
Decision owner	Field operations or facilities lead. Name the person who will approve the next step.
Records to gather	Your current forms, the devices staff use and examples of entries that need checking.
Agreed output	A capture app, a review queue and a tested export for sample submissions.
Decision date	Record the deadline, any unresolved assumption and who will confirm it.

Discuss this case

Tell us how staff collect readings today, which details often go missing and who receives the submitted data. Mention the devices and conditions the app needs to support. One example of a routine reading and a difficult entry is enough to discuss an initial scope.

Email info@oxetc.co.uk and mention DEV-12. All figures in the worked example are illustrative.