

View Well Details

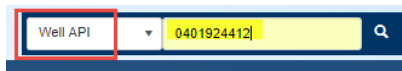
Quick Reference Guide



View Well Data

1. From the WellSTAR Home Screen, Click on **Explore Data**
2. Dropdown to **Wells**
3. From the **Actions (1)** dropdown. Click **View on Map** to open and view wells on a GIS map.
4. Click on **Notice of Intention** to begin an NOI submittal process
5. Export to PDF and/or Export to Excel
6. From the **Actions (2)** dropdown. Click **View on Map** to open & view well location on a GIS map
7. Click **View Details** to open Well Detail page

To search for Well with known API:



1. From the Universal Search box dropdown select **Well API**
2. Enter an API # in the box to search

Helpful Hints

EDD Submittal

- The EDD form can be used to populate well summary information quickly in WellSTAR

Steps for EDD Submittal

1. To enable EDD uploads, select yes.
2. Download the EDD template with the blue hyperlink within the online form.
3. Fill out all fields within template.
4. Click select files and upload the completed EDD template.

Well Details

1. Click on the **API** of a well to open the **Well Detail** page
The Well Detail **Summary** page allows User to view the following well information details:

- Location Information
- Well Activity
- Zones of Significance
- Wellbore
- Comments

2. Use the **Summary** dropdown to view the following topics:

- Production/Injection
- Tests
- Permits
- Associated Facilities
- Ownership History
- Documents
- Events

3. Following actions can be taken from **Well Detail** page:

Click on the **Actions** dropdown to do the following:

- View well on GIS map
- Create NOI- RWK & ABD
- Submit Well Summary
- Change Well name
- Request Confidentiality
- Schedule & Submit Test
- Export screen to PDF

