The Ice Plant Log — Crew Guide

1 · Open the log

1. Log in at **icewrightapp.com**, tap your rink, then **Operations**, **Equipment** and **Ice plant**.

2. Pick the plant from the dropdown if your rink has more than one — a rink can log a CO2 rack, an ammonia system, and a building-systems (HVAC/dehumidification) sheet side by side, each with its own columns.

2 · Log a round

1. Enter **who took the readings** — initials are fine — and the date and time.

2. Walk the room and fill the columns: number boxes for temps and pressures, checkboxes for what's running (tick = running), text where your rink uses it.

3. Save. The round joins the plant's history right below — newest first, every round stamped with date, time, and initials.

The classic sheet's columns are the starting point: ice temp average, glycol supply/return, drop-leg temp and pressure, receiver pressure, compressors 1–6, sub-floor temp, chilled-water supply/return. Your rink's may differ — the owner sets them.

3 · A failed check is a job, not a note

Checkboxes the owner has flagged as **alerts** do more than record: log a round with that box unticked and the app opens an **urgent work order** on the rink's Work orders list — one order per fault, no duplicates while it stays open. Tick boxes honestly; the system does the chasing.

4 · Paper works both ways

Print blank sheet makes the landscape wall copy with your plant's exact columns for the compressor room clipboard.

Manual data entry brings a filled clipboard back in — one line per round, columns separated by | or commas, in sheet order: Date | Time | Staff | readings… Handwritten dates and times in any common format are understood.

Import from a photo — photograph the filled sheet and the AI reader transcribes the rows into the entry box. Check every line against the sheet, then tap **Add these rows**; nothing enters the log until you do.

Import a spreadsheet — your own .xlsx or .csv; its header row becomes the log's columns. Rows already in the log are skipped, and a date that looks like a slip of the pen (months off from the rest, or in the future) is held for you to fix rather than imported.

5 · For the rink owner — match your instrumentation

Edit fields (owners only): rename, add, remove, or re-type columns — up to 24 per plant — because every plant's gauges are different. Adding a plant offers the refrigeration template or a **building-systems** one (air temp, humidity, dew point, CO/NO2, meters) for the BMS side of the building.

Flag the checkboxes that should raise a work order when they fail — that's what turns the log from a record into a watchdog.

Questions? Ask your rink manager. · icewrightapp.com