



# QUICK REFERENCE GUIDE

WHEAT Version 3.0



## Installing WHEAT 3.0

### Installing from a download

- Download the WHEAT file into a folder on your computer.
- Double click on the file WHEAT3.exe to start the setup wizard. Follow the prompts and click “Next” to move to the next screen in the wizard.
- The second screen will prompt you to install WHEAT in a default location (in most cases, the default will be your C drive). It is recommended that you use the default locations for the program installation.
- Continue through the wizard and click “Install.”
- During installation, a WHEAT icon will be placed on your desktop and a new program file listing will be created, WHEAT / WHEAT 3.0.
- After the installation, the wizard will alert you to install the MS compatibility pack if your version of MS Excel is prior to 2007. The compatibility pack must be installed prior to viewing output reports, but does not need to be installed immediately after WHEAT installation. The compatibility pack is available from Microsoft at <http://www.microsoft.com/downloads/details.aspx?familyid=941B3470-3AE9-4AEE-8F43-C6BB74CD1466&displaylang=en>.
- Click “Finish” to complete the installation process.

### Installing from a CD

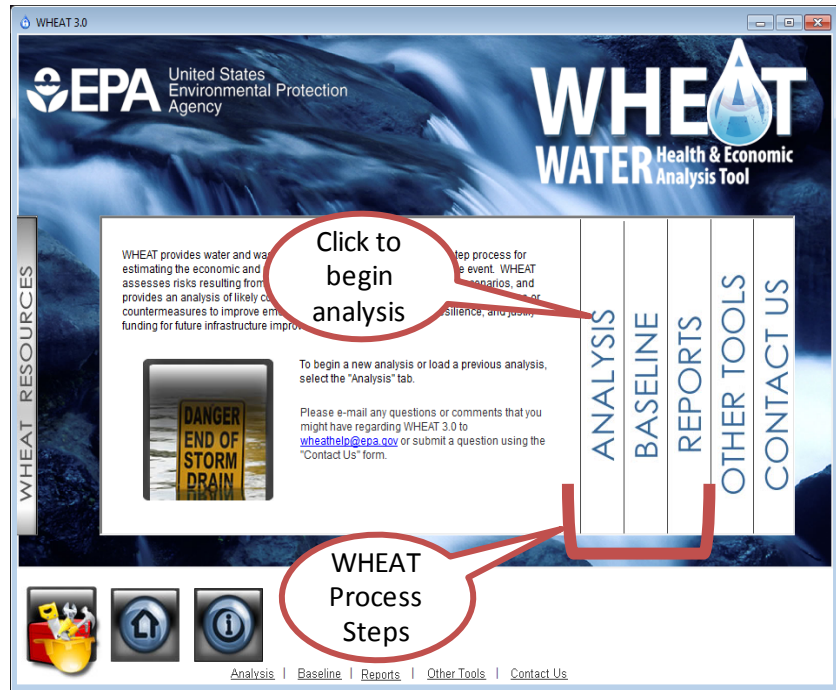
- Open the CD with Windows Explorer
- Double click on the file WHEAT3.exe to start the setup wizard. Follow the prompts and click “Next” to move to the next screen in the wizard.
- The second screen will prompt you to install WHEAT in a default location (in most cases, the default will be your C drive). It is recommended that you use the default locations for the program installation.
- Continue through the wizard and click “Install.”
- A WHEAT icon will be placed on your desktop during the installation and a new program file listing will be created, WHEAT / WHEAT 3.0.
- After the installation, the wizard will alert you to install the MS compatibility pack if your version of MS Excel is prior to 2007. The compatibility pack must be installed prior to viewing output reports, but does not need to be installed immediately after WHEAT installation. The compatibility pack is available from Microsoft at <http://www.microsoft.com/downloads/details.aspx?familyid=941B3470-3AE9-4AEE-8F43-C6BB74CD1466&displaylang=en>.
- Click “Finish” to complete the installation process.

## Opening WHEAT 3.0

- Double click on the program icon located on your desktop or go to Start / Programs / WHEAT / WHEAT3.0 and click on the program name.

## WHEAT Home Screen

The home screen provides a brief description of the purpose of WHEAT and enables you to access WHEAT process steps. Begin your WHEAT analysis by clicking “Analysis.” You can also access WHEAT resources and the help function by clicking the buttons at the bottom of the screen.



## A Quick Tour

### WHEAT Overview

WHEAT assists drinking water and wastewater utility (water sector) owners and operators in quantifying the utility-level costs, public health impacts and local economic impacts of an adverse event in the water sector. WHEAT guides users through a consequence analysis by asking simple questions about a user-defined scenario.

To begin your analysis, select your utility type (drinking water or wastewater) and select a type of scenario for analysis (loss of assets, hazardous gas release or contamination event [drinking water only]). You will then provide inputs to characterize your system and establish your baseline. Then you will answer questions provided by WHEAT to specify details of the scenario selected. WHEAT then generates order of magnitude estimates of impacts to the utility, represented by public health (injuries and fatalities) and economic (utility-level and regional) consequences. WHEAT then produces a report summarizing the baseline, scenario and consequence analysis results.

## WHEAT Interface

The WHEAT interface is simple and easy to use.



After you begin your analysis, the screens in WHEAT (the System and Scenario Selection screen is shown above) are made up of three areas:

### Content Area

The middle of the screen contains the majority of the program working area. In the content area, you will be making selections and inputting data relevant to your analysis.


### Navigation Area

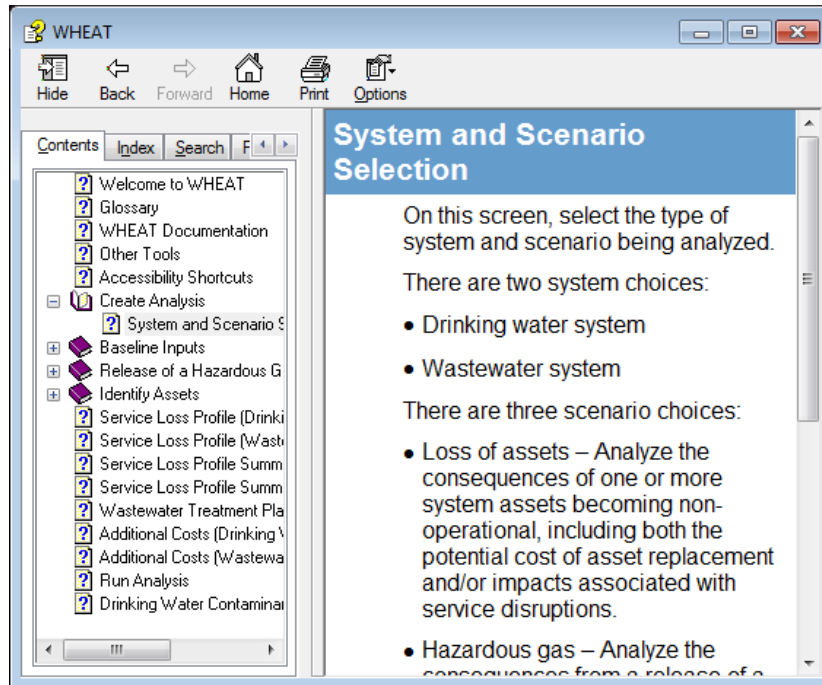
The bottom right of the window contains buttons to navigate to the next step, previous step or to cancel the analysis. Buttons for **Home**, **Help** and **Resources** can be found to the left of these navigation buttons.

### Resources Menu

The left-hand bar labeled **WHEAT Resources** will open a menu where you can view three resources: a User's Guide, Technical Documentation and a Case Study. Descriptions of these resources can be found in the "Resources" section below. These documents can provide further assistance about the use and methodologies behind WHEAT calculations.


## Help Icon

At the bottom left of each screen is a help icon (  ). Clicking on this icon displays additional information directly related to the screen you are viewing.



The right half of the window provides detailed instructions and information. The left half of the window provides a table of contents of the available help materials.

## Resources

The User's Guide, Technical Documentation and Zenith City Case Study are all located under the WHEAT Resources menu bar shown on the left-hand side of the screen or by clicking on the Resources button icon (  ) on the bottom left of the screen. Descriptions of these resources are below.

- The User's Guide outlines the steps involved in stepping through a WHEAT analysis and provides additional detail on various concepts used throughout the tool.
- The Technical Documentation provide users with a thorough explanation of how WHEAT works and the methodology behind each function within the tool, including how user inputs are inserted into calculations.
- The Zenith City Case Study provide users with guidance on how to translate the concept of a "what if" scenario (or hypothetical sequence of events) into quantifiable inputs using case study examples.

## File Locations

The following table shows the locations where WHEAT files will be stored. Program files are those files that are used to run the WHEAT software. Analysis files are the user-generated files that are created by conducting a consequence analysis. The file locations shown assume a hard disk with the drive letter C, but can be another drive you choose during installation.

	<b>Windows XP</b>	<b>Windows 7</b>
<b>Program file (WHEAT3.exe)</b>	<p>C:\Program Files\WHEAT3</p> <p>Includes subdirectories of</p> <ul style="list-style-type: none"> <li>• Analyses</li> <li>• Database</li> <li>• Help</li> <li>• Intl</li> <li>• XL Template</li> </ul>	<p>C:\Program Files (x86)\WHEAT3</p> <p>Includes subdirectories of</p> <ul style="list-style-type: none"> <li>• Analyses</li> <li>• Database</li> <li>• Help</li> <li>• Intl</li> <li>• XL Template</li> </ul>
<b>Analysis Files</b>	C:\Program Files\WHEAT3\Analyses	C:\Program Files (x86)\WHEAT\Analyses