

Backlog Prioritization

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Backlog Definition

Dictionary

Definitions from [Oxford Languages](#) · [Learn more](#)



back·log

noun

noun: **backlog**; plural noun: **backlogs**

an accumulation of something, especially uncompleted work or matters that need to be dealt with.
"the company took on extra staff to clear the backlog of work"

Similar:

accumulation

logjam

pileup

pile


heap

mountain

excess



Backlog Origin

Why is it called backlog? 

In 1680, a backlog meant "a large log placed at the back of a fireplace," and by the 1880s it came to also mean "something stored for later use." It wasn't until the early 20th century that a backlog most often referred to "extra unfulfilled orders."



Vocabulary.com

<https://www.vocabulary.com> › dictionary › backlog

[Backlog - Definition, Meaning & Synonyms - Vocabulary.com](https://www.vocabulary.com/dictionary/backlog)

Backlog in Maintenance – what is backlog?

- Notification Backlog
- Work Order Backlog
- Unplanned Backlog
- Planned Backlog

Improving Backlog Management

- Do not ignore it
- Define a process
- Define ownership
- Document the process
- Implement the process
- Start somewhere
- Monitor and enforce the process
- Active backlog management vs. periodic cleanup
- Communicate
- Regular meetings to address the backlog as a team
- Gatekeep additions to the backlog
- Refine and improve the process

What Does a Healthy Backlog Look Like?

- Relevant
- Well-defined
- Organized
- Consistent
- Appropriately-sized

From Theory to Function...

Unlikely Hero – Prometheus Navigator

The screenshot displays the Prometheus Navigator web interface, which is organized into several functional sections:

- Header:** Features the "Navigator" logo, "DHowell Web Navigator" text, and utility icons for editing, adding, and deleting.
- Planning:** Includes modules for "Create Work Order", "Order Planner", "Total Planning Backlog", "Correctives", "PMs", and "Waiting on Parts".
- Execution and Closeout:** Includes modules for "Confirm Time", "Cancel Confirmation", "Confirmation List", and "Complete but not TECO'd".
- Scheduling:** Includes modules for "All Ready to Schedule", "Tier 1 - PMs", "Tier 2 - Critical/Fixed", "Tier 3 - Targeted", and "Tier 4 - Fill-in".
- Schedules:** Includes modules for "All Scheduled Work", "Scheduled in Past", "Current Week Schedule", "Next Week Schedule", and "4 Week Lookahead".
- Notifications:** Includes modules for "Create Notification", "Edit Notification", "All Open Notifications", "Outstanding", and "Approved".

Inside a Navigator Button

- Navigator
 - Navigator Button
 - Application (Scheduler)
 - Variant (Which Jobs?)
 - Display Settings (Which Information?)

Basic Division of Work With Navigator

- Every job should have someone who is responsible for it
- Divide the larger backlog and organize with Navigator and Scheduler
- Commonly divided by Process Phase across roles
 - User Status of In Planning for Planners
 - User Status of Ready to Schedule for Schedulers
- Commonly divided by Area/Trade/Type of Work within a role
 - Unit 1 vs. Unit 2
 - Electricians vs. Mechanics

Common Backlogs

- Planning Backlog
 - Newly Created Jobs, Planning in Process, Waiting on Parts
- Scheduling Backlog
 - Scheduled in Past, Ready to Schedule Jobs
- Closeout Backlog
 - Executed jobs which have not been closed out
- All Else or Total Backlog
 - Everything or anything which could be missed

Sorting and Grouping

- Sort to place important jobs at the top of the list
- Common Sorts:
 - Priority, Asset Criticality, Age, Due Date
- Group to break a large list into manageable sections
- Common Groups:
 - Job Type, Priority, Location, Trade

Total Orders: 47 Total Operations: 99

Main Work Center

Group Priority 2 ↑ Order 4 ↑

>	Main Work Center - 52_CVIL (4)		
>	Main Work Center - 52_ELEC (11)		
▼	Main Work Center - 52_INST (12)		
		2	833306
		2	833307
		2	833308
		2	833309
		2	833310
		3	833311
		3	833312
		3	833313
		3	833337
		3	833337
		3	833338
		4	833339
▼	Main Work Center - 52_MECH (72)		

Work Priority Weight

- Combine relevant criteria into a single value
- Priority AND Asset Criticality AND Due Date AND Age AND more
- Values are determined based on criteria and totaled to provide the Work Priority Weight

Work Priority Weight Expression Config

Order Weight Expression

Expression Name:

IF

Field:

Field:

Weighted Value:

Work Priority Weight 1 ↓	Order 2 ↑	Operation/Activity 3 ↑
<input type="text"/>	<input type="text"/>	<input type="text"/>
100	833337	0010
100	833337	0020
10	833325	0010
10	833325	0020
10	833325	0030
10	833325	0040

Condition-Based Color Formatting

- Color Fields, Rows, or Gantt Chart Bars according to configurable criteria

Color Configurations **Name** Default

Create

Order/Operation	Field	Operator	Value	Color	Field / R...	Active
Operation	Work Center	=	52_SCAF	Green	Field	<input checked="" type="checkbox"/>
Operation	Priority	=	1	Orange	Row	<input checked="" type="checkbox"/>

Priority	Work Center	Order 2 ↑	Operation/Activity 3 ↑
1	52_SCAF	833328	0010
1	52_ELEC	833328	0020
1	52_MECH	833328	0030
1	52_ELEC	833328	0040
1	52_SCAF	833328	0050
1	52_INST	833337	0010
1	52_INST	833337	0020
2	52_CVIL	7059526	0010
2	52_CVIL	7059526	0020

Other Useful Functions

- Notes 1 and Notes 2
 - Communicate within the backlog
- Renaming Fields with the Configuration Panel
 - Global-level change
 - Example: Notes 1 changed to Ops Notes
- Subsort Fields
 - Create a new field using an existing field
 - Or "rename" a field at a non-global-level

Investigate and Cleanse Irrelevant Jobs

The screenshot displays the Navigator DHowell Web Navigator interface, which is organized into several functional categories:

- Planning:** Includes options for 'Create Work Order', 'Order Planner', 'Total Planning Backlog', 'Correctives', 'PMs', and 'Waiting on Parts'.
- Execution and Closeout:** Includes 'Confirm Time', 'Cancel Confirmation', 'Confirmation List', and 'Complete but not TECO'd'.
- Scheduling:** Includes 'All Ready to Schedule', 'Tier 1 - PMs', 'Tier 2 - Critical/Fixed', 'Tier 3 - Targeted', and 'Tier 4 - Fill-in'.
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The interface features a red header bar with the Navigator logo and 'DHowell Web Navigator' text on the left, and edit, add, and cloud icons on the right. Each category is represented by a dark grey header bar above a grid of white tiles with icons and text labels.

Standardization and Implementation

- Templated Navigators to be copied by Users
 - Individual Users have their own Navigators which are the same/similar
- Network of Role-specific or Site-specific Navigators
 - Users of the same role or site use the same Navigator
- Standard Naming Convention where possible for Navigators, Variants, and Display Settings

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Questions?

Thank You

The background features a gradient from red on the left to blue on the right, overlaid with a pattern of thin, wavy, parallel lines that create a sense of motion and depth. The text is centered and reads:

PROMETHEUS GROUP | USER
EUROPEAN CONFERENCE