

Backlog Prioritization and Management With Prometheus Planning & Scheduling

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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)









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 application interface. The top navigation bar is red and contains the application logo, the text "Navigator DHowell Web Navigator", and utility icons for editing, adding, and cloud sync. The main content area is organized into several functional sections:

- Planning:** Includes "Create Work Order", "Order Planner", "Total Planning Backlog", "Correctives", "PMS", and "Waiting on Parts".
- Scheduling:** Includes "All Ready to Schedule", "Tier 1 - PMS", "Tier 2 - Critical/Fixed", "Tier 3 - Targeted", and "Tier 4 - Fill-in".
- Schedules:** Includes "All Scheduled Work", "Scheduled in Past", "Current Week Schedule", "Next Week Schedule", and "4 Week Lookahead".
- Execution and Closeout:** Includes "Confirm Time", "Cancel Confirmation", "Confirmation List", and "Complete but not TECO'd".
- Notifications:** Includes "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 application name and navigation icons, and a grid of white buttons with icons and text labels for each function.

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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A background image showing two hands shaking, symbolizing agreement or partnership. The image is overlaid with a semi-transparent blue filter. A white horizontal line is positioned above the text.

Thank you

Questions?

PROMETHEUS | USER
GROUP | CONFERENCE

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