

TECHNICAL DATA ENTRY

Engineering Spreadsheet Management

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Substation Engineering Support

This project demonstrates my ability to organize, structure, and accurately enter technical and engineering data into clear, well-structured spreadsheets for project documentation and analysis.

Tools used:



Microsoft
Excel



Microsoft
Word



Project Objective

The goal of this project was to organize technical equipment data and convert unstructured engineering information into a clear and structured spreadsheet format.

Key Objectives:



**Accurate
data entry**



**Structured data
organization**



**Easy-to-read
spreadsheet format**



**Reliable documentation
of technical information**

Raw Data Example

Problem:

Information scattered

Difficult to analyze

**Not organized for engineering
documentation**

Example of unstructured technical data:

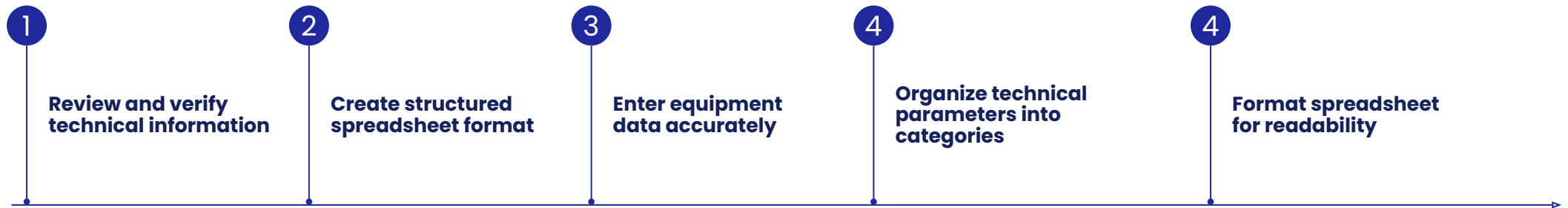
Transformer – ABB – 110kV – 600A

Circuit Breaker – Siemens – 35kV – 1250A

Current Transformer – ABB – 150/5

Data Entry Process

Steps used to organize the data:



Tools used:



Microsoft Excel



Microsoft Word

Organized Spreadsheet Example

Equipment	Voltage	Current	Manufacturer
Transformer	110 kV	600 A	ABB
Circuit Breaker	35 kV	1250 A	Siemenes
Current Transformer	/	150/5	ABB

Benefits:

Easy to read



Structured information



Ready for project documentation



Documentation Preparation

Key activities performed during the project:



Formatting technical spreadsheets



Organizing engineering documentation



Preparing project data tables



Maintaining structured project records

Results

Results achieved:



**Accurate technical
data entry**



**Structured spreadsheet
documentation**



**Organized engineering
information**



**Improved usability
of project data**