

EDITING ECN ITEMS, DOCS, and BOMs

The ECN Item Change, Doc Change, and BOM tabs are used usually by the **ECN ACTIVE ORIGINATOR** (user having special rights against a certain ECN# assigned temporarily by the Admin) to input the info during **ECN PHASE 0**. Beyond PHASE 0 only the Admin is allowed to unlock a signed item record.

After selecting the appropriate Item#, Document#, or Assembly# the user should input its last Rev From. This information for a certain item is available if the user clicks-on the SHOW button at the right of the editable area.

Adding a new item, doc, or BOM record will trigger a duplicate revision verification once the user inputs the "RevFr" value. The user is informed in what ECN# the same "RevFr & RevTo" combination was found. A second verification will check for "RevTo" duplicates in any existent ECNs.

ECN	DocNr	RevFr	Rev
E02136	709144	A	B
E02208	709144	B	C
E02372	709144	C	D
E03010	709144	D	E
E03108	709144	E	F
E03237	709144	G	H
E03351	709144	H	J
E03409	709144	J	K
E04054	709144	K	L
E04093	709144	L	M
E04262	709144	M	N

The above sample shows a scenario where the user inputs an arbitrary **Rev From (K)**, which triggers a series of verifications done by application to **determine the existence of a duplicate revision level for the edited item**. A message box will indicate the number of duplicates revision level per item and an ECN# as starting point. A query opens in background showing all ECNs where the edited item is distinctly recorded together with its revision change history. The user (originator) must inform Document Control about such conflicts and to resolve them.

In a scenario where the item is at its **release phase** the revision must always be **A**. The user must input a **space** (or *, or +) in **Rev Fr** box and to hit ENTER. In response to this action the application will automatically fill-in the following data:

1. **Rev To** box is set to **A**.
2. **Change Type** is set to **Release**.
3. **Matl disp** is set to **No Effect**.
4. The **Originator user id** selected in the first ECN tab is copied into **Employee** box.

Please note that the next revision level is automatically set in Rev To box (if Rev Fr is C then Rev To becomes D). For clarification the usage of each item change type is as follows:

Immediate: the change will be implemented as soon as the ECN is approved.

Release: to be used **only** for releasing something new into the system, the only valid revision level this can apply to is revision level A, as all new items are released at A (no longer are - or * or Rel used).

Running: the change will be implemented at the *discretion or determination of product teams*. Generally used when the customer does not need to be, deems as unnecessary, or wishes to ensure no obsolescence of material.

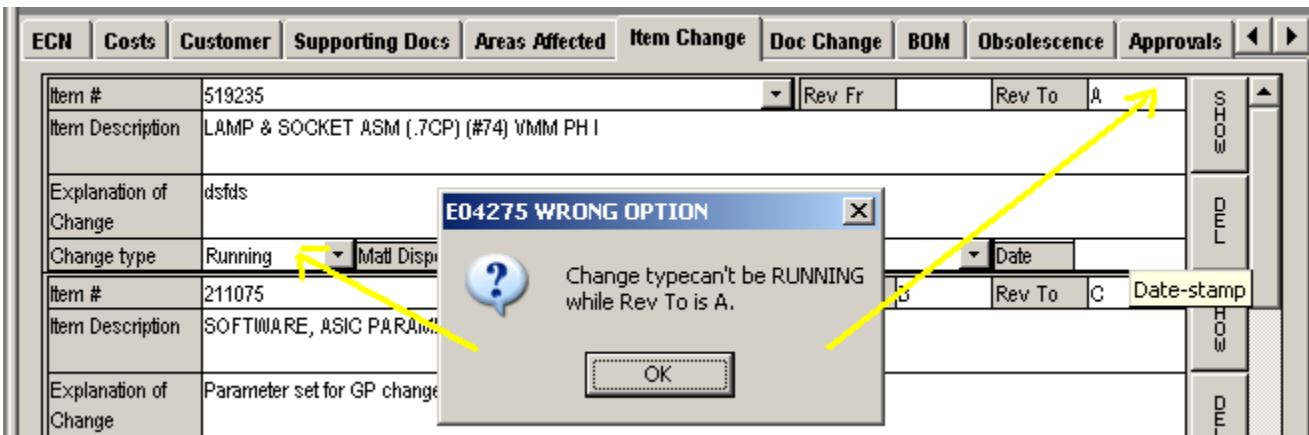
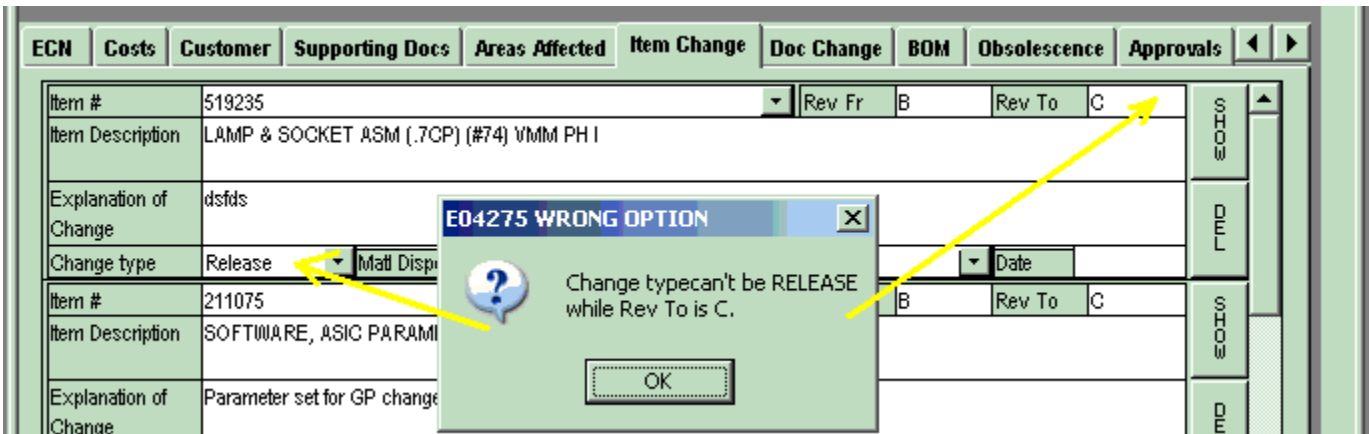
Coordinated: the change must be coordinated with the customer's needs/ requirements and or Invotronics must internally coordinate numerous simultaneous changes or requires customer approval.

In the cases of Immediate and Release, Document Control will update the system as soon as the ECN is approved. Any subsequent requirements of these changes must then be implemented immediately as well.

In the cases of Running and Coordinated changes, Document Control will NOT implement and change the system until they are notified by the appropriate ECN department (generally the materials or quality group).

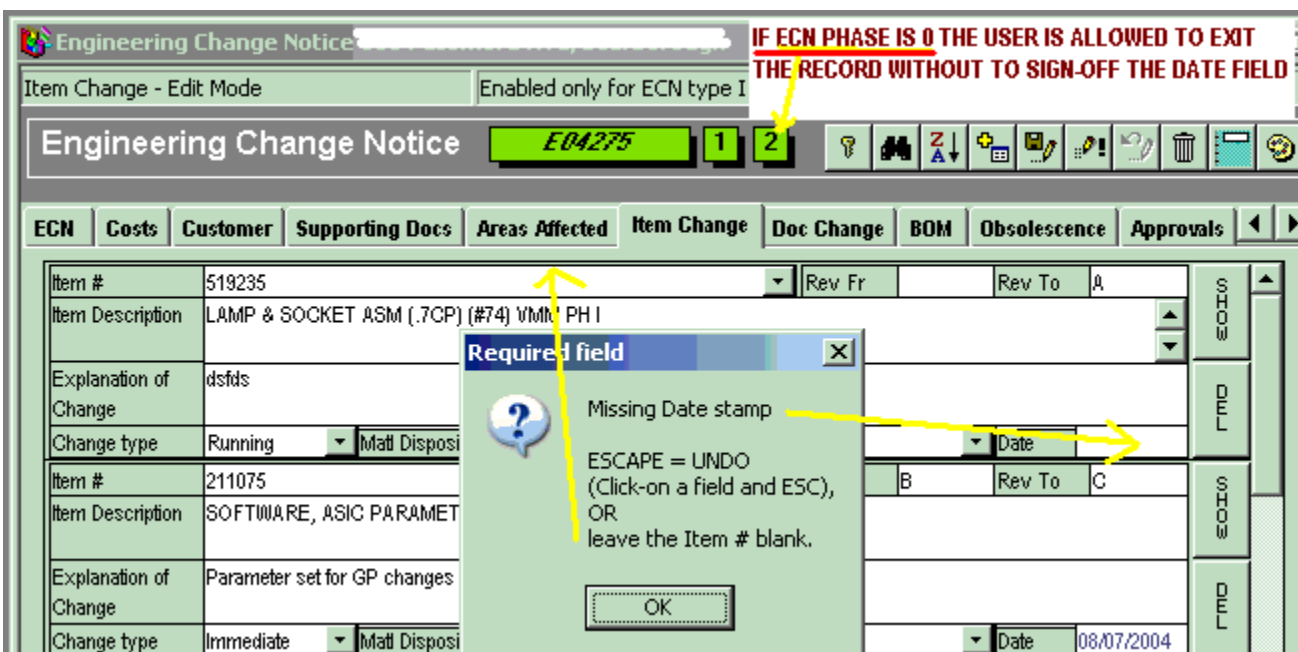
It is of the utmost importance we adhere to these processes as the system provides levels of error proofing and is used for notification to team members that they may need to take action. For example labelling changes, material availability, mfg. processing and tester updates, customer requirements and our TS obligations.

If the user attempts to set the incorrect combination of **Rev To & Change Type** a message box will show that a **wrong option** was selected for the current ECN#. The user cannot sign-off the edited record if the application detects such an invalid combination of **Rev To & Change Type**.



The user can leave unsigned the edited item area and move to another item as long as the ECN PHASE is 0. Above PHASE 0 no derogation is allowed, the user must enter valid data and to sign-off the edited record before moving to another item. A timed message box will indicate what field must be filled-in in order to move to another item.

Is important to understand that the **index used in tables** to identify distinct items is composed from **multiple fields** that cannot be duplicated in another record. In such scenario the application refuses to exit from edited record and the only way to solve the situation is to change one of the fields or to press the ESC on the keyboard.



IMPORTANT: The user is allowed to set manually a combination **Change Type = Release & Rev To = XXXXX** (not A) in order to synchronize the supplier/customer rev level. This type of rev level should be seen as a helper link between two part numbers (supplier/customer) for practically the same item. However, the ECN application will pop-up a message saying that this combination is a **REVISION DEVIATION** to avoid any undesired input.