

# Getting started V5.2 / Quick start

- Requirement: You are registered and log in. -

Not all options are explained in this quick start. You can find them in the user manual.

## **MATCHING & MAPPING**

Point **1** to Point **9**

## **ANALYSE & ACTION:**

Point **10** to Point **20**

### **Internet:**

www.pcn.global

### **E-Mail-Support:**

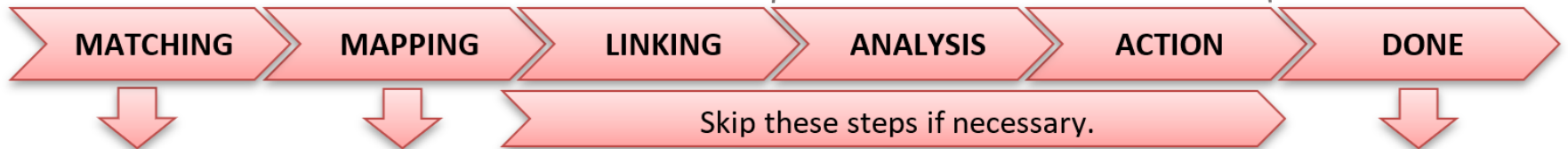
support@pcn-cockpit.de

### **Phone-Support:**

+49 711 78 78 289 22

*(Phone contact from: 09:00 am to 04:00 pm)*

## **The Workflow**



Decide which smartPCN is relevant for you and has to be procured on the basis of the hit overview in % and the classification. (Where are matches?)

After the procurement has taken place, connect your affected components firmly to the respective PCN parts. Exclude all others.

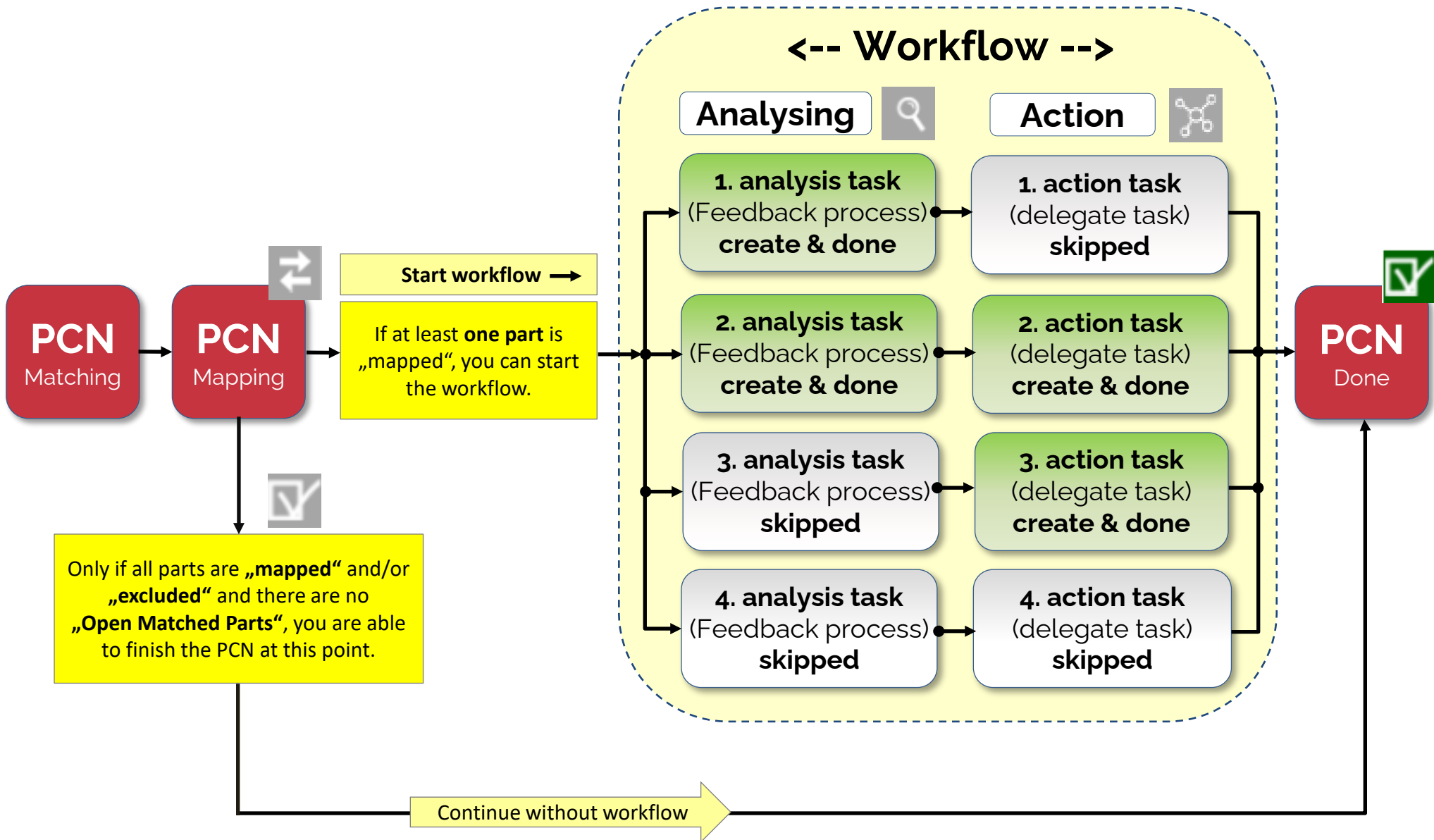
If desired you can view the effects of the PCN message on your assemblies or end products affected (to verify the application). All it takes is a single click.

Ask departments or staff about particular tasks, for example, can the purchasing department procure a spare part or is the development department able to replace this part?

Based on responses from the ANALYSIS, you initiate the ACTIONS / steps that are required.

When the workflow is finished or when you set the smartPCN to DONE after MAPPING, the editing process is completed.

# PCN Flowchart for to the analysis tasks and action tasks



**Function area with the buttons**

pcn.cockpit®

matches 153

**matches:** Which hits / matches of my parts (BOM) to the content of each PCN are there globally and locally?

analysis 2

**analysis:** all PCNs, EOL, LTB, MAJOR, MINOR, (Follow-up), by assembly, by partnumber, by manufacturer.

my tasks 0

**my tasks:** personal analysis tasks & action tasks & follow-up tasks

search

**search:** Full text search for PCN, Items, Assemblies, Tasks and any keywords

admin

**admin:** Administrator area \*  
(\* = Only visible if admin rights are activated.)

**Working area with the tiles**

bom.match  
12445 parts

pcn.analysis  
3 pcn

pcn.tasks  
0 active tasks

pcn.store  
3 pcn

pcn.creator

bom.admin  
19 assemblies

pcn.status

pcn.search

pcn.cockpit®

matches 149

bom.match  
12436 parts

pcn.analysis  
11 pcn

pcn.tasks  
1 active tasks

analysis 3

pcn.store  
11 pcn

my tasks 0

search

bom.admin  
19 assemblies

admin

**Start screen:**

After you have successfully logged in, this screen appears. For an overview of the matching areas (global & local), select the the button "matches".

pcn.cockpit®

matches 153

bom.match - Overview

analysis 2

automatic remote 150

**bom.match - Overview:**

The buttons become two-colored, in the area where they are located.

Then select the "automatic remote" tile. Here you get ALL matching results found overnight between your parts (BOM) and the globally available smartPCN parts.

"automatic local" = matching with the local database.

my tasks 0

search

manual remote

Result of Automatic Remote Matching

**Result of Automatic Remote Matching:**

If there are matches between the smartPCN part numbers (PPN) with the respective manufacturer (PMN) to the manufacturer numbers (XPN) stored in your BOM with the manufacturer name (XMN), ALL matches will be displayed. (Default > 80%) Also work via filters to display only what is relevant for you.

Mark the smartPCN in the box that you would like to purchase. This will temporarily deposit and increment the smartPCN in the cart "Add selected PCN to cart". A preselection for the shopping cart has taken place.

	PCN No.	Manufacturer	Char
	K3RA-31A0HM485 Rev. 1	Mitsubishi	To in
	507771		Capa
	018000		To oc
	31009-EOL		Prod
	2450		Capa
	20191104FD1		Equi
	502749		Equi
	2019062600		Equi
	PPCN22769XA	ON	Asse
	508534	Molex	Equi
	505025	Molex	Capa
	TDK20200110-3	TDK	Mast
	E-19-008004	TE (Ycc)	Doc
	505555	Molex	Retr

# Result of Automatic Remote Matching

4a

Buy PCN



Available Credits: 496  
To Buy: 2  
Remaining Credits: 494


Content of Cart


PCN No.	Manufacturer	Credits	
PCN-DBR-001-2018 Rev0	Vishay	1	Remove
LCN2101008	LRC	1	Remove

## Transfer PCN:

4a

4a. After you have marked all relevant smartPCN, click on the shopping cart  will move the smartPCN to the checkout cart 

By clicking on the checkout shopping cart now you have the possibility to get your selected smartPCN. (BUY PCN) by clicking on the symbol 

4b. Alternately, you can reset smartPCN that were marked incorrectly by clicking the  button.

For smartPCNs that were purchased shortly before or after successful DOWNLOAD (and reload of the page) the message appears: **Done: PCN successfully imported**. The number of "Available Credits" is reduced by the number of smartPCNs purchased. To further edit your purchased smartPCN, please switch to the local database. (See next Point 5.)

4b

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Start Jobs 0 Hello admin@pcn-cockpit.de! 1 users currently logged in.

## pcn.analysis - Overview

matches 149

analysis 3

my tasks 0

search

all PCN 11 pcn

EOL 6 pcn

< 1 month LTB 6 pcn



w/o EOL MAJOR 4 pcn

MINOR 1 pcn

Follow-Up 1 pcn

## pcn.analysis - Overview:

5

To access the smartPCNs procured under point 4, go to the main menu, press the button  and then click on the "all PCN" tile 







The last smartPCN do you bought, can be found in the white circles. All unprocessed smartPCNs, i.e. those not yet mapped, are shown as a number in the yellow circles. The total number of locally available smartPCNs, is shown at the bottom of the tile.

Afterwards you will be taken to the overview pcn.analysis - All (see point 6).

The tile Follow-Up doesn't appear in the standard configuration, it is hidden there. \*

## pcn.analysis - All

Show done


	PCN No	PCN Title	Mi
	PCN1907	PROCESS CHANGE NOTIFICATION PCN...	Intel P...
	TSP1904	Bourns Announces Changes to Select TI...	Bourns
	1361-DISTI4...	Change of Lot Number Format in Bar C...	Infineon
	GBNG-24W...	Urgent PCN: Discontinuance of UNIB as...	Micro...
	PCN_190731...	Product/Process Change Notification (P...	Sumida
	PCN-DD-00...	Additional Plating House in China for A...	Vishay

Grey button means: No action has yet started.


## pcn.analysis - All:


6


The last purchased smartPCN is at the top of the table.

If the required smartPCN has been found, please click the button  (Mapping). With this you connect (Mapping) only the affected parts (XPN) from your BOM with the corresponding parts (PPN) from the smartPCN.

Tip: When moving the mouse pointer over the buttons, a help text is displayed.

 (orange) = At least 1 part has been classified, the other part classifications are still open.

 (green) = Mapping complete. All parts have been allocated and no part is open anymore.

 This button gives you access to the detailed description of the smartPCN.

### Mapping

PCN No: LIAL-13JPYD529  
PCN Title: Qualification of a new fabrication site (Microchip - Fab 5) for selected DSCxxx and DSAxxx product available in 6L VDFN, 4L VDFN, 4L VFLGA, 6L VFLGA, 4L VLGA, 14L VQFN and 20L VQFN packages.

Manufacturer: Microchip  
Issue Date: 2020-02-24  
Status: unprocessed  
Mapped: 0  
Open: 972  
Excluded: 0

Mapped Parts

Matched Parts

Open selected | Map selected | Exclude selected | Open all | Map all | Exclude all | Exclude all Open

BOM	smartPCN				Matched On	Similarity %	Status	Automatic?
IPN	XMN	XPN	Match	Item Number				
444.222.03	Microchip	DSC1101AE1-024.0000	DSC1101AE1-024.0000	DSC1101AE1-024.0000	Number	100.0	Open	
444.222.01	Microchip	DSC1101AE1-024.0000T	DSC1101AE1-024.0000T	DSC1101AE1-024.0000T	Number	100.0	Open	
444.222.01	Microchip	DSC1101AE1-024.0000	DSC1101AE1-024.0000	DSC1101AE1-024.0000	Number	95.0	Open	
444.222.01	Microchip	DSC1101AE1-024.0000T	DSC1101AE1-024.0000T	DSC1101AE1-024.0000T	Number	95.0	Open	
444.222.01	Microchip	DSC1101AE1-024.0000T	DSC1101AE1-024.0000T	DSC1101AE1-024.0000T	Number	95.0	Open	

1 - 5 of 972 records

### MAPPING:

7

- The MAPPING refers to the smartPCN listed in the header.
- In the lower part (Matched Parts) you can see to which number(s) in the "Matched On" column there were hits. Select the part or parts (with single or multiple selection) that have e.g. **100% match** (XPN to item number).
- Map your selected parts by pressing the "Mapped selected" button (the status changes then up: Mapped). Then press the MEMORY button . (Do not forget!)
- The mapped parts are now in the upper table (next picture) under "Mapped Parts". You can then exclude all the remaining (unnecessary) parts with one click. Press the button "Exclude all Open" once, confirm the security question and all parts are assigned.

Of course, you can also map and/or exclude all parts individually or work with the filter buttons. Then press the SAVE button and confirm the confirmation prompt so that no more parts have the status "Open".

### Mapping

PCN No: LIAL-13JPYD529  
PCN Title: Qualification of a new fabrication site (Microchip - Fab 5) for selected DSCxxx and DSAxxx product available in 6L VDFN, 4L VDFN, 4L VFLGA, 6L VFLGA, 4L VLGA, 14L VQFN and 20L VQFN packages.

Manufacturer: Microchip  
Issue Date: 2020-02-24  
Status: WIP: Analysis needed (2)  
Mapped: 2  
Open: 0  
Excluded: 970

Mapped Parts

Really set PCN to Done?  
OK | Abrechnen

Open all | Exclude all

BOM	smartPCN				Matched On	Similarity %	In Wf
IPN	XMN	XPN	Match	Item Number			
444.222.03	Microchip	DSC1101AE1-024.0000	DSC1101AE1-024.0000	DSC1101AE1-024.0000	Number	100.0	
444.222.01	Microchip	DSC1101AE1-024.0000T	DSC1101AE1-024.0000T	DSC1101AE1-024.0000T	Number	100.0	

1 - 2 of 2 records

### MAPPING:

8

If all parts are assigned and **"o" is in the "Open"** status, smartPCN processing can be completed at this point.

The smartPCN processing can be completed at this point, provided that no subsequent workflow is required or the optional workflow module is not part of your software solution. The lower table part is not visible (via press > visible) and MAPPING is completed.

Now it is possible to set the smartPCN processing as done (Set PCN Done) by pressing the button . (The color of the button was gray before and the complete mapping is now red).

Then confirm the security query and the mapping is completed.

**Attention:** For the continuation of the Quick Start Guide and the transfer to the workflow (from point 10), do not set the mapping DONE yet.

### Mapping

Linking

PCN: LIAL-13JPYD529, Title: Qualification of a new fabrication site (Microchip - Fab 5) for selected DSCxxx and DSAxxx product available in 6L VDFN, 4L VDFN, 4L VFLGA, 6L VFLGA, 4L VLGA, 14L VQFN and 20L VQFN packages.

- IPN: 444.222.01, IPName: Teil 111, PPN: DSC1101AE1-024.0000T, XPN: DSC1101AE1-024.0000T, XMN: Microchip, IPDescription: Assembly: XB\_7889, Name: Baugrupp 7, Description:
- IPN: 444.222.03, IPName: Teil 111, PPN: DSC1101AE1-024.0000, XPN: DSC1101AE1-024.0000, XMN: Microchip, IPDescription: Assembly: XB\_7889, Name: Baugrupp 7, Description:

Expand/Collapse All | Export | Close

### LINKING:

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Press the LINKING button and see which parts, assemblies, up to the final product are affected. The complete tree structure (the parts where-used list) is displayed depending on how the parts list was created for you and if you press "Expand/Collapse All".

However, this approach only makes sense once the affected parts have been mapped. If desired, you can export the result to an Excel file.

After **MAPPING** follows **ANALYSING** and **ACTION**.  
→ from point: 10



pcn.cockpit

Start Jobs 0 Hello admin@pcn-cockpit.de! 1 users currently logged in. Logout

153 matches

analysis 10b

my tasks

search

categorization

mapping

analysis tasks

Mapping

PCN No	PCN Title	Manufacturer	Issue Date	Status	Mapped	Open	Excluded
LIAL-13JPD529	Qualification of a new fabrication site (Microchip -Fab 5) for selected DSCxxx and DSAxxx product available in 6L VDFN, 4L VDFN, 4L VFLGA, 6L VFLGA, 4L VIGA, 14L VQFN and 20L VQFN packages.	Microchip	2020-02-24	WIP: Analysis needed (2)	2	0	970

Mapped Parts

Open all Exclude all

IPN	XMN	XPN	Match	smartPCN Item Number	Automated?	Matched On	Similarity %	IPN
444222.03	Microchip	DSC1101AE1-024.0000	DSC1101AE1-024.0000	DSC1101AE1-024.0000		Number	100.0	
444222.01	Microchip	DSC1101AE1-024.0000T	DSC1101AE1-024.0000T	DSC1101AE1-024.0000T		Number	100.0	


1 - 2 of 2 records

Matched Parts

10a

## The ANALYSING and ACTION

10a. When the mapping is complete, you can start an analysis workflow for the corresponding smartPCN directly via the "analysis tasks" button.

 analysis tasks (point 12)

10b. **pcn.analysis - Overview:**

Alternatively, to get an overview of all procured smartPCN or to start the analysis workflow from there, press the "analysis" button.

Then select the red tile "all PCN" to access the table display of all smartPCN (point 11).

10

## pcn.analysis - All

Show done

Organization Material Group Contact Person Filter

PCN No	PCN Title	Manufact...	Issue Date	Sta
P-22-022290	Product Change Notification - Multilayer ...	TE (Tyco)	2022-03-08	Unq
EOL13741	End-of-Sale and End-of-Life Announcem...	Cisco	2021-01-11	Wll
EOL12934 - Amen...	End-of-Sale and End-of-Life Announcem...	Cisco	2019-06-11	Wll
PCN-DBR-001-20...	Discontinuation of Resistance Value Mark...	Vishay	2018-03-26	unq
LNC2101008	Product/Process Change Notification	LRC	2021-01-19	Wll
LIAL-13JPD529	Qualification of a new fabrication site (Mi...	Microchip	2020-02-24	Wll
ADV2002	CUSTOMER ADVISORY ADV2002 - Label ...	Intel PSG	2020-01-24	Wll
SYST-01HTJB000	ERRATA - DSC11xxx Family Silicon Errata	Microchip	2021-11-03	unq

After you have completed step 10 b., select the item Analysing in the next step.

This is done by clicking on the magnifying glass button.

Gray color of the button: Starting an analysis workflow is possible for the corresponding smartPCN.

If an analysis has already been started but not yet completed, the button is orange.

When the analysis is completed, the button is green.

11

## pcn.tasks - Create Analysis Workflow

For PCN

PCN No	PCN Title	Manufacturer	Issue Date	PCN Status
LIAL-13JPD529	Qualification of a new fabrication site (Microchip -Fab 5) for selected DSCxxx and DSAxxx product available in 6L VDFN, 4L VDFN, 4L VFLGA, 6L VFLGA, 4L VIGA, 14L VQFN and 20L VQFN packages.	Microchip	2020-02-24	WIP: Analysis needed (2)

Affected mappings

Filter by Assemblies


Assembly Number	Assembly Name
x8_7889	Baugrupp 7
x8_7893	Baugrupp 7

Select Type

- Select One --
- Select One --
- Analyse
- Skip Analysis

6

### Create Analysis Workflow:

1. In the table you can decide whether you want to start a complete workflow over all assemblies or only over a subset.
2. Then use the drop down menu to select a predefined analysis template e.g. "Analyse" if you want to start the workflow or skip the analysis with: "Skip Analysis". (Predefined templates with the respective OrgUnits and the assigned users can be freely defined in the admin area).
3. Confirm the process with the Create button  and continue with point 13.

12



**New Workflow:**

These values are entered automatically, but can be changed in the basic settings by the administrator or in this window. Behind each department (e.g. R&D), any number of persons with your e-mail address are already stored. You do not need to store any repeating contact persons here.

1. Only if you want to address additional mail recipients, enter additional mail addresses here.
2. Deselect the respective departments with the persons behind them (X) if they are not to be included in the workflow but were used in the template. You can also add further OrgUnits (Add new row), provided they have been created by the administrator.
3. Enter your requests / comments for the respective departments below the description.
4. Upload documents if required and connect them to the workflow.
5. Then press the SAVE button 

*The ANALYSE workflow is now created and the respective mails (to the stored mail recipients) are sent automatically. The precondition is that you have the OPTION E-mail Notification.*

New Workflow

**Description** Analyse PCN LIAL-13JPYD529 in Assembly Baugrupp 7, Baugrupp 7

**Target Date** 2022-04-22

**Reminder Date** 2022-04-20

**Reminder Repeat Days** 1;2






**Tasks**


Task Number	Org Unit	Additional E-Mails	Description
+ Add new row			
AN_001	R&D		
AN_002	Proc		Please clarify the replacement
AN_003	Op		
AN_004	Sales		Inform your customers

1 - 4 of 4 records

**Documents** Upload File

**pcn.tasks - Overview Analysis Tasks**

PCN No	PCN Title	Manufacturer	Issue Date	PCN Status
 LIAL-13JPYD529	Qualification of a new fabrication site (Microchip -Fab 5) for selected DSCxxx and packages.	Microchip	2020-02-24	WIP: Analysis open (1)

Workflow #	Workflow Name	PCN	Workflow Status	Tasks count	Lock
002	Analyse PCN LIAL-13JPYD529 in Assembly Baugrupp 7, Baugrupp 7	LIAL-13JPYD529 cockpit.de	OPEN	2	

Task #	Description	Org Unit	Status
AN_002	Please clarify the replacement	Proc	Open
AN_004	Inform your customers	Sales	Open

1 - 2 of 2 records

**Overview Analysis Tasks**

After saving (point 13), you will get to a new page. Press the + to open the task(s) you have created. In the header you can among other things, look at the linking again and if you wish, create another workflow. The PCN status is displayed on the top right of the screen. WIP = Work In Process, 1 analysis is open, consisting of 2 tasks at the workflow number 002.



**Tip:** When you move the mouse pointer over the buttons, a help text is displayed.

**The Workflow option and if you have the E-mail Notification:**

Each workflow participant automatically receives a Task message by e-mail if they have been addressed by the PCN Manager via the workflow or the OrgUnit with the assigned users. Here the recipient receives ALL relevant task details such as the workflow no. / Task no. and which assemblies are affected by this PCN.

1. By clicking the link [Click here](#), the respective recipient will be exactly directed to his appropriate workflow in pcn.cockpit. He only has to press the + sign, to see the task. **(If the system is not open, a login is required.)** Similarly, you can view your tasks directly in the system by pressing the "my tasks" button. (see point 16)
2. If you want to see all tasks (provided you have the authorisation), click on the tile "pcn.tasks" and you will see all active tasks. These tasks are divided into the tiles "analysis tasks" and "action tasks". You can see from the number in the button or the tile whether there are tasks to be processed. **(Only the creator and the recipient of a task can view and edit it).**

admin@pcn-cockpit.de  
pcn.cockpit: new Analysis task for PCN [LIAL-13JPYD529] [Major]: Workflow #002 [OPEN] Task #AN\_002 - PMN [Microchip]

You receive this e-mail because your pcn.cockpit® manager created an Analysis task for you.

Please process the following task until 2022-04-22:

To open workflow in pcn.cockpit®: [Click here](#)

<b>Workflow Type</b>	Analysis
<b>Workflow Number</b>	002
<b>Workflow Name</b>	Analyse PCN LIAL-13JPYD529 in Assembly Baugrupp 7, Baugrupp 7
<b>Workflow State</b>	OPEN

<b>Task Number</b>	AN_002
<b>Task Description</b>	Please clarify the replacement
<b>Task Target Date</b>	2022-04-22

<b>PCN Number</b>	LIAL-13JPYD529
<b>PCN Title</b>	Qualification of a new fabrication site (Microchip - Fab 5) for se... GA, 4L
<b>PCN Category</b>	Major
<b>PCN Manufacturer (PMN)</b>	Microchip
<b>PCN State</b>	WIP: Analysis open (1)

<b>Assemblies</b>	<b>Number</b>	<b>Name</b>
	XB_7889	Baugrupp 7

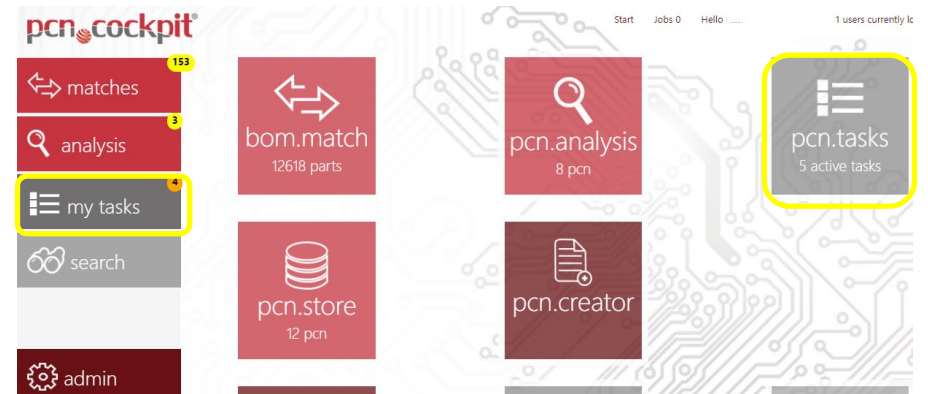
<b>Internal Parts</b>	<b>IPN</b>	<b>IP Name</b>
	444.222.03	Teil 111
	444.222.01	Teil 111

<b>External Parts</b>	<b>XPN</b>	<b>XMN</b>
	DSC1101AE1-024.0000	Microchip
	DSC1101AE1-024.0000T	Microchip

<b>PCN Itemnumbers</b>	<b>Number</b>	<b>Name</b>	<b>Type Ident</b>
	DSC1101AE1-024.0000	DSC1101AE1-024.0000	
	DSC1101AE1-024.0000T	DSC1101AE1-024.0000T	

This is a service from your pcn.cockpit®.

All contact persons who are assigned to the selected OrgUnit or who have been additionally addressed receive such an e-mail. Requirement: The optional module E-mail Notification is included in the pcn.cockpit complete package.



**pcn.tasks - My Analysis Tasks**

Navigation: Show done, Task Status, Criticality, Organization, Filter

Workflow #	Workflow Name	PCN	Issue Date
002	Analyse PCN LIAL-13JPYD529 in Assembly Baugrupp 7, Baugrupp 7	LIAL-13JPYD529	2020-02-24

Task #	Description	Org Unit	Additional E-Mails	Task Status	Criticality	Conclusion
AN_004	Inform your customers	Sales		Open		

1 - 1 of 1 records

003	Analyse PCN EOL13741 in Assembly Lader G/13	EOL13741	2021-01-11	Lader G/13	2022-04-14	2022-
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**pcn.tasks - My Analysis Tasks:**

After clicking the + sign, you can view your task(s) per workflow. After clicking on the button in front of the workflow number **002**, all tasks (**AN\_004**) that exist for the workflow open automatically. If you click on the button in front of the respective task, only the respective task opens. Afterwards the answer can be given in the task(s).





PCN #	PCN Title	Manufacturer	Issue Date	Status
LIAL-13JPYD529	Qualification of a new fabrication site (Microchip -Fab 5) for selected DSCxxx and DSAXxx product available in 6L VDFN, 4L VDFN, 4L VFLGA, 6L VFLGA, 4L VLGA, 14L VQFN and 20L VQFN packages.	Microchip	2020-02-24	WIP: Analysis open (1)

Workflow #	Workflow Name	Task #	Org Unit	Target Date	Task Description
002	Analyse PCN LIAL-13JPYD529 in Assembly Baugrupp 7, Baugrupp 7	AN_004	Sales	2022-04-22	Inform your customers

Risk: 🔥🔥🔥🔥🔥  
 Priority: ○○○○○  
 Criticality: Yellow  
 Task State: Done

Conclusion(s):  
 technical alternative  
 alternative procurement  
 Re-Design  
 Bridgebuy

Comments:  
 Add new comment  
 All customers informed | User: l.lindenau@dd-m.de | Date: 2022-04-19

Documents:  
 File Name | User | Import Date

**pcn.tasks – Analysis Task Details:**

1. Here you have the possibility to enter the risk and the priority.
  2. In the standard, please select **Criticality**: None, Green, Yellow or Red. Under **Task State**: **Open** or **WIP** or select **Done**  
**Done**, if you can complete the request.  
**WIP**, if you cannot give a final answer.
  3. If the freely definable Conclusion(s) have been defined as mandatory fields in the Admin area, select the appropriate checkbox(es) here.
  4. Enter your answer under the column "Comment" and pend an attachment if it necessary. (Attachment under: Documents)
  5. Press the SAVE button (don't forget!)
  6. You leave the screen by clicking on the X in the upper right corner.
- The PCN Manager automatically gets a task entry and if they have the OPTION email notification, an email is automatically sent to the creator.

Task Status - Criticality - Organization - Filter

PCN No	PCN Title
LIAL-13JPYD529	Qualification of a new fabrication site (Microchip -Fab 5) for selected DSCxxx and DSAXxx product available in 6L VDFN, 4L VDFN, 4L VFLGA, 6L VFLGA, 4L VLGA, 14L VQFN and 20L VQFN packages.

18a

18b

pcn.tasks - Analysis Task Details

Workflow #	Workflow Name	Task #	Org Unit	Target Date	Task Description
002	Analyse PCN LIAL-13JPYD529 in Assembly Baugrupp 7, Baugrupp 7	AN_004	Sales	2022-04-22	Inform your customers

Risk: 🔥🔥🔥🔥🔥  
 Priority: ○○○○○  
 Criticality: Yellow  
 Task State: Done

Conclusion(s):  
 technical alternative  
 alternative procurement  
 Re-Design  
 Bridgebuy

Comments:  
 Add new comment  
 All customers informed | User: l.lindenau@dd-m.de | Date: 2022-04-19

Documents:  
 File Name | User | Import Date

**pcn.tasks – Overview Analysis Tasks**

- 18 a. If you as a PCN manager have received your e-mail response and cclick the link click here, you will be directed to the appropriate workflow. Press the + sign and you can view the corresponding TASK. In the TASK line the button appears, which indicates that an action can now be created.
- 18 b. By pressing the button , you can view the answer that you have received as PCN Manager.

**Create Action Tasks**




If you now want to start an action for this analysis task or want to skip it, press the button

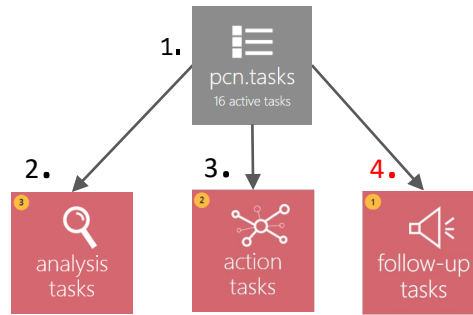
Then proceed in the same way as point 12 to point 17 create an action.

## Description of the symbols for analysis:

The **+** sign is for **creating**.

The **i** sign is for **information**.

- Create Workflow 
- Task details 
- Skipped 



## Description of the symbols for action:




- Create action workflow / task  (Grey: no action workflow has been started yet.)
- Create action workflow / task  (Orange: At least one workflow has been started, more can be created.)
- Create action workflow / task  (Green: Action workflow is finished, mor can be created.)
  
- No actions defined  (Grey: No action workflows exist.)
- Go to action workflows  (Orange: There is at least one uncompleted workflow.)
- Go to action workflows  (Green: All action workflows are completed.)

Requirement for no. 4: The optional workflow module is included in the pcn.cockpit package.


## pcn.actions - Overview Analysis Tasks

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To get an overview of ALL TASKS as PCN manager, go to the tile pcn.tasks in the workspace. Based on the number, you can see whether there are analysis and/or action tasks to be processed.

1. Tile **pcn.tasks**  in the main screen and then on the tile **analysis**  or **action** , depending on what you want to edit.

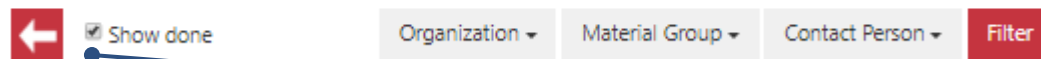
2. By the example analysis tasks: Click on the tile analysis  in the main screen and go to the point **20** „pcn.tasks – Overview Analysis Tasks“.

3. After clicking on the **+** sign, the individual tasks for each workflow can be viewed. Only when the respective analysis TASK is set to Done, the button "Create action task" appears .

4. If you now klick on the grey button , you will arrive the next point: „pcn.tasks – Create Action Tasks“

← **On the left side the buttons and the definitions of the colours are explained.**

## pcn.analysis



## pcn.analysis – All

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When all steps of mapping, analyzing and action have been completed, the smartPCN processing is finished. The completed smartPCN disappears in the general overview.

By clicking the Show Done checkbox, you can also see your already completed smartPCN.  
If the complete processing is finished, all buttons that were subject to a processing step are green.

