

INTRODUCTION

Workbench - Supplier

Purpose: Use this procedure to see the Reporting on SDR/RFI/CAR

Transaction Code Name: Workbench SDR/RFI/CAR

Transaction Code: Workbench SDR/RFI/CAR

Path from SAP Easy Access Screen: XXXX

Related Process Flow: XXXX

Prerequisites: XXXX

Helpful Hints: XXXX

Notes:

This document uses the following abbreviations to identify required fields:

- R - required field
- O - optional field
- C - conditional field that could be required depending on the task you are performing



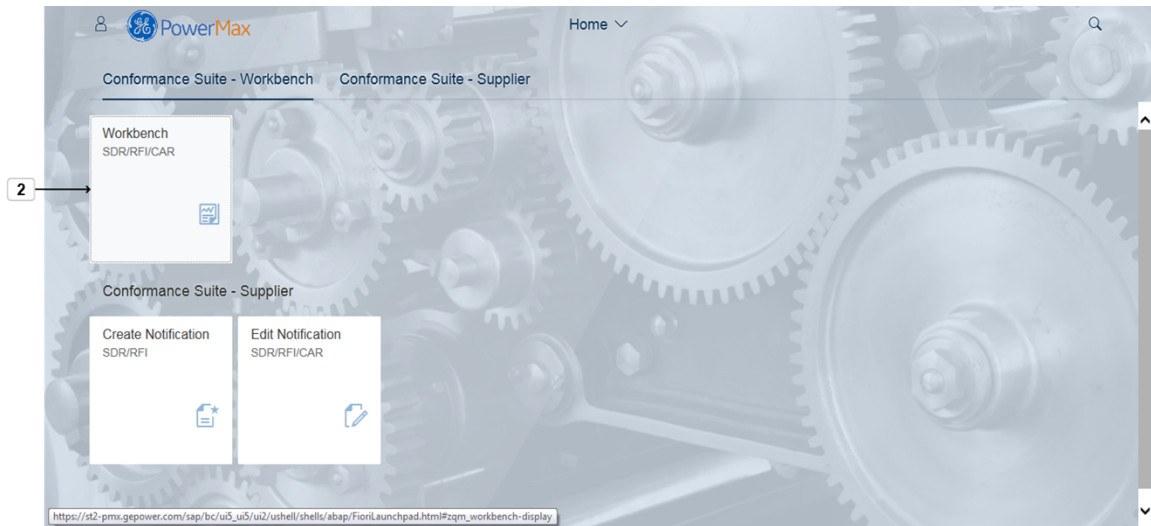
PROCEDURE

Home



In this demonstration you will see the SDR/RFI/CAR reporting

Home





- Click the tile WorkbenchSDR/RFI/CAR

Conformance Workbench

3 → PO: []

Notification	Type	Supplier ID	Print	Notes	Edit	Supplier Name	PO	PO Rev	HDR Material	Material Description	Header Status
10000011	YC	10002954				AUBERT & DUVAL	U610502129	0	104C2170P001	WHL FORG-TURB STG 1 FS9F	OPEN
10000012	YC	10002954				AUBERT & DUVAL	U610502109	0	128C8234P001	SPCR,TURB,STG2-3,FORG-9FA	OPEN
10000017	YC	10002954				AUBERT & DUVAL	U610470933	0	128C8233P001	SPCR TURB STG1-2 FORG-9FA	OPEN
10000018	YC	10002954				AUBERT & DUVAL	U610443560	5	111T8226P001	FORGING, TURBINE WHEEL STG 4	OPEN

- Note the list of different Fields you can select for your Filter. See Supplier ID field which is greyed out and cannot be changed. In the Filter Bar, you will see the default filters available.



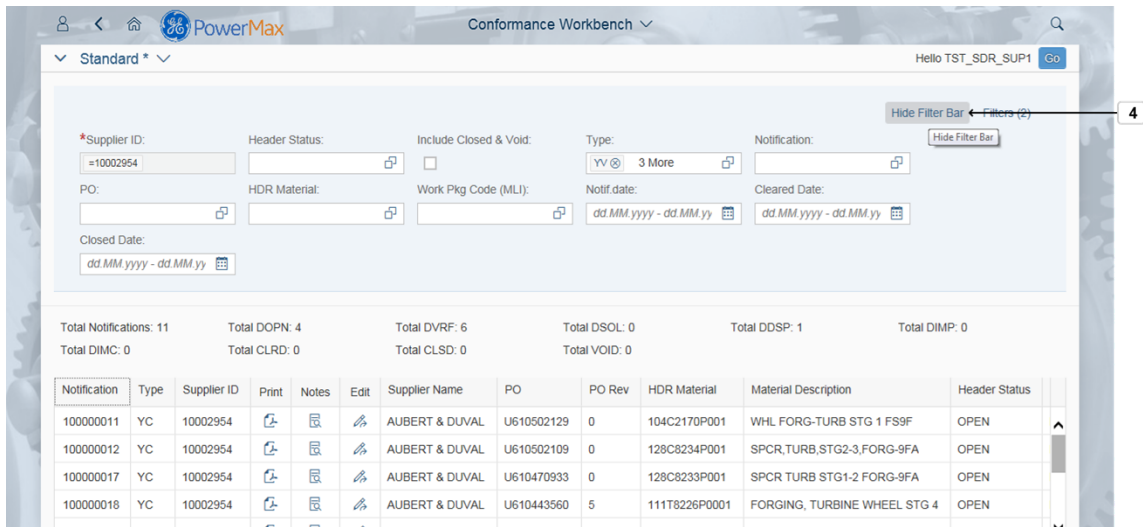
Note: The Supplier ID is greyed out and cannot be changed. In this example the notifications for supplier ID 10002954 are displayed.



By default it is only returning open notifications. Click the Include Closed & Void check box to include closed notifications.

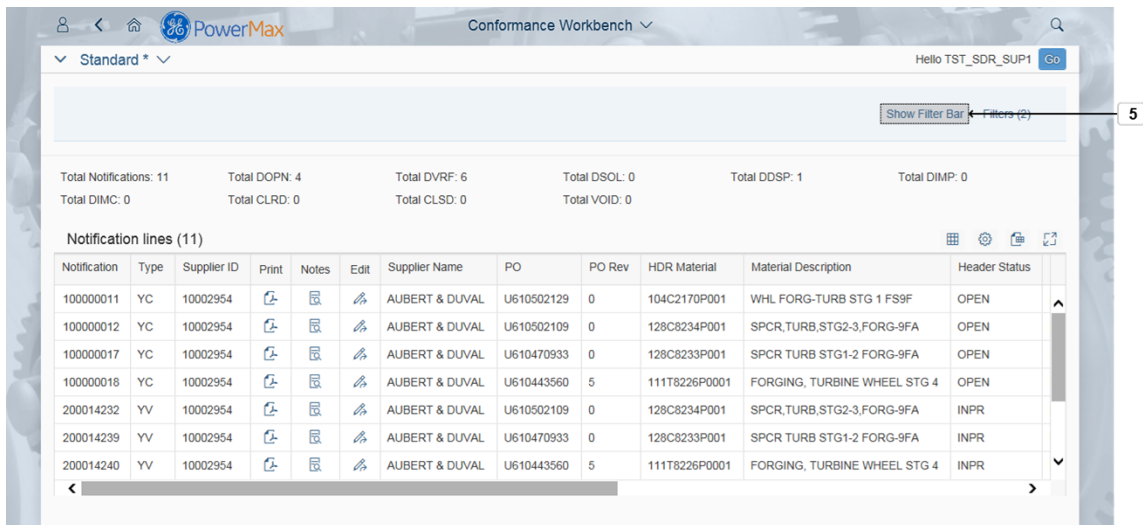


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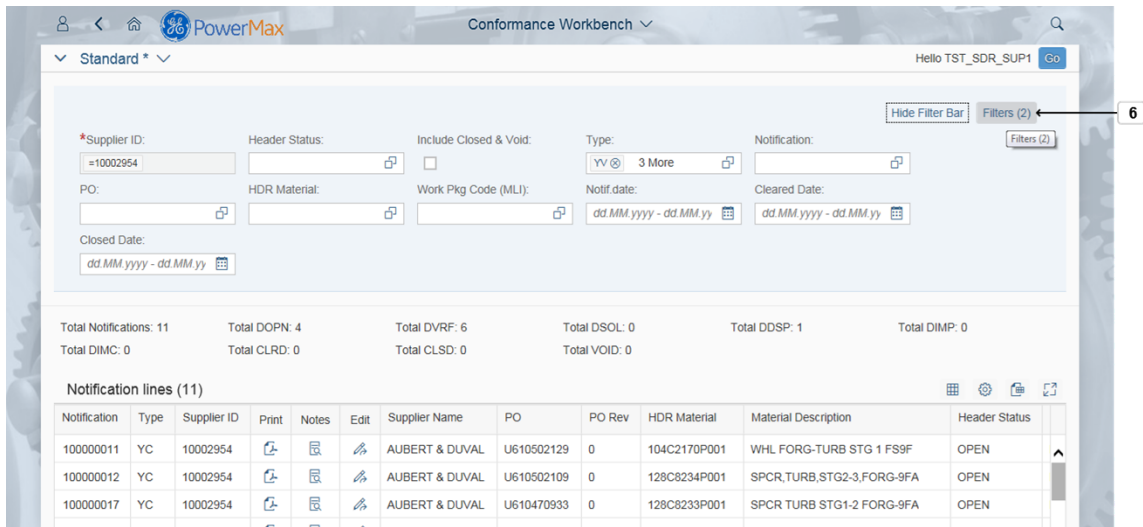
4. Click **Hide Filter Bar** if you do not want the Filter bar displayed.

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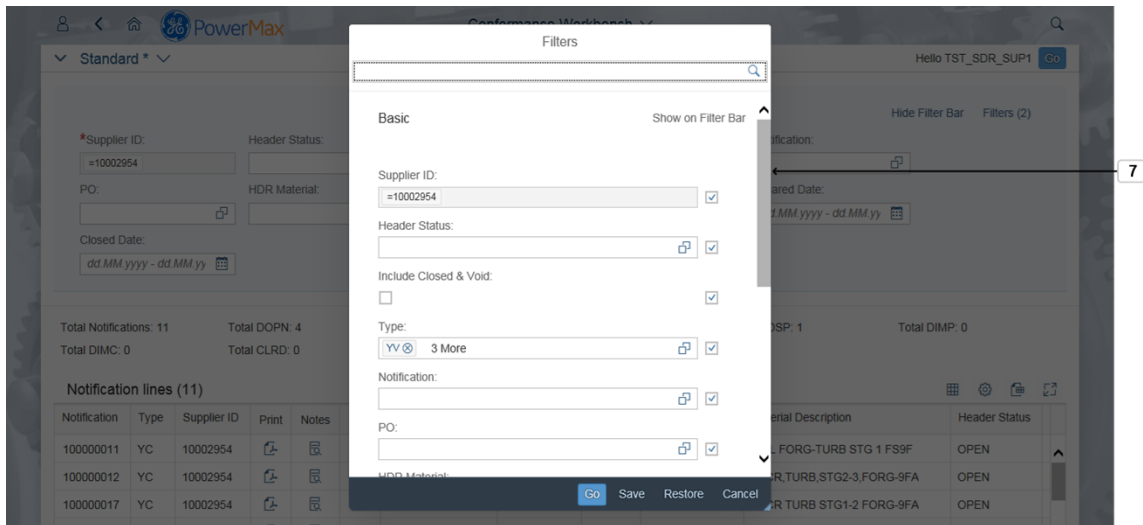
5. Click **Show Filter Bar** if you want to display Filter bar.

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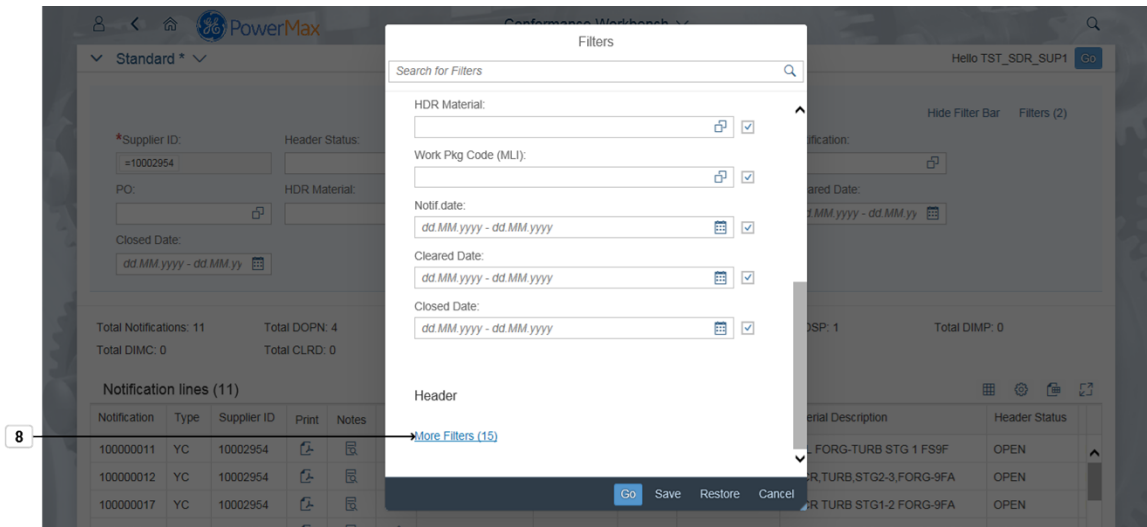
- Click **Filters (2)** if you would like to change which filters are displayed and used in the Filter bar.

Filters



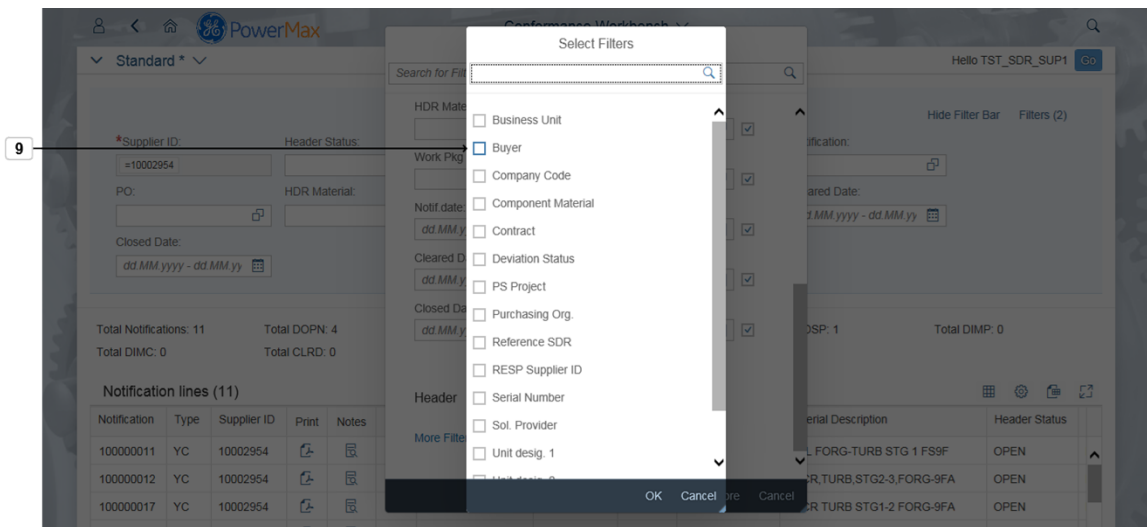
- Scroll down to access the link to add additional filters.

Filters



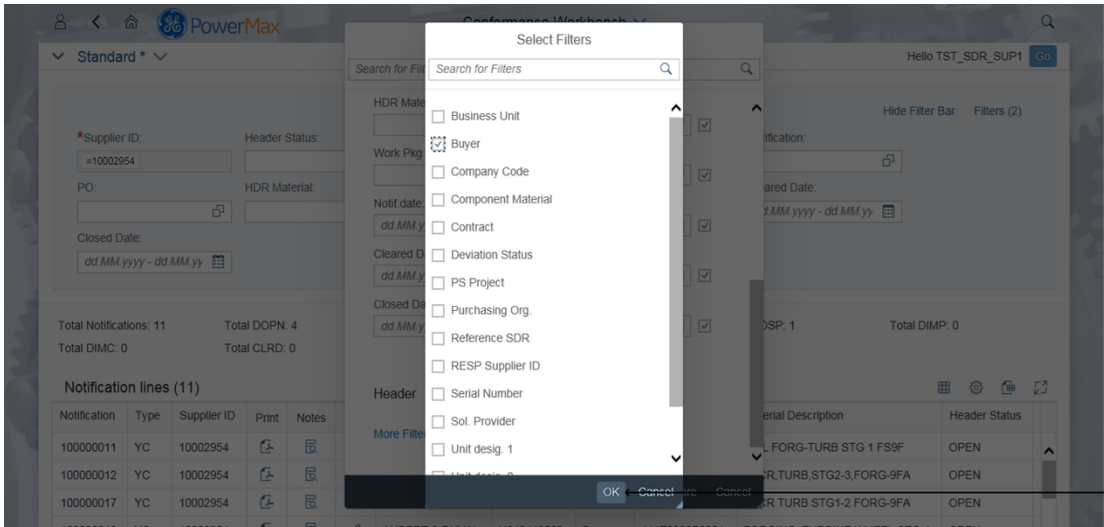
8. Click [More Filters \(15\)](#) to add new Field to your selection.

Filters



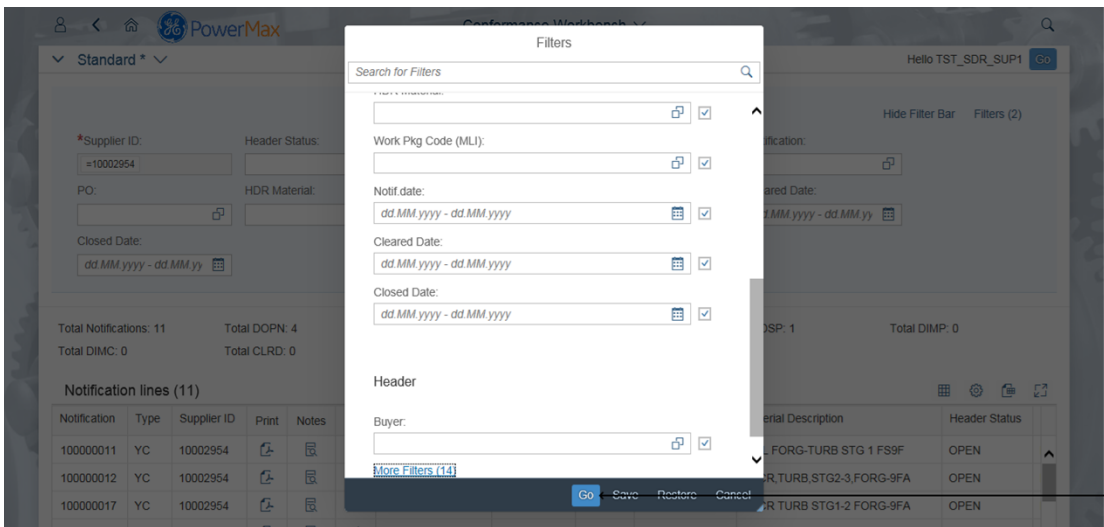
9. Select for example Buyer to add this Field to your Filter.

Filters



- Click OK button  to continue.

Filters



- Click Go button  to continue.

Conformance Workbench



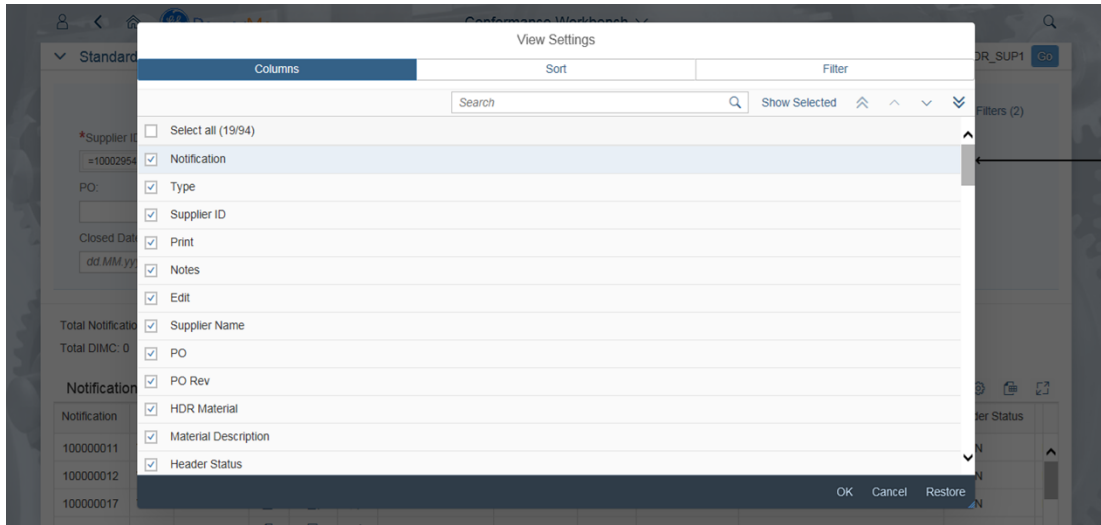
Note the Field Buyer was added to your Filters

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13. Click **Settings** to change the fields in your results.

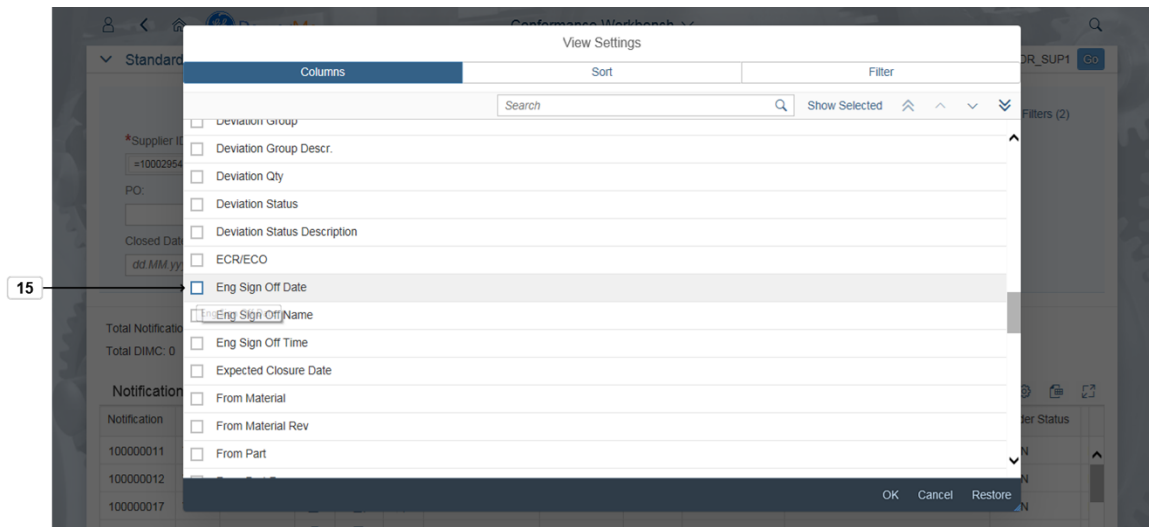


View Settings



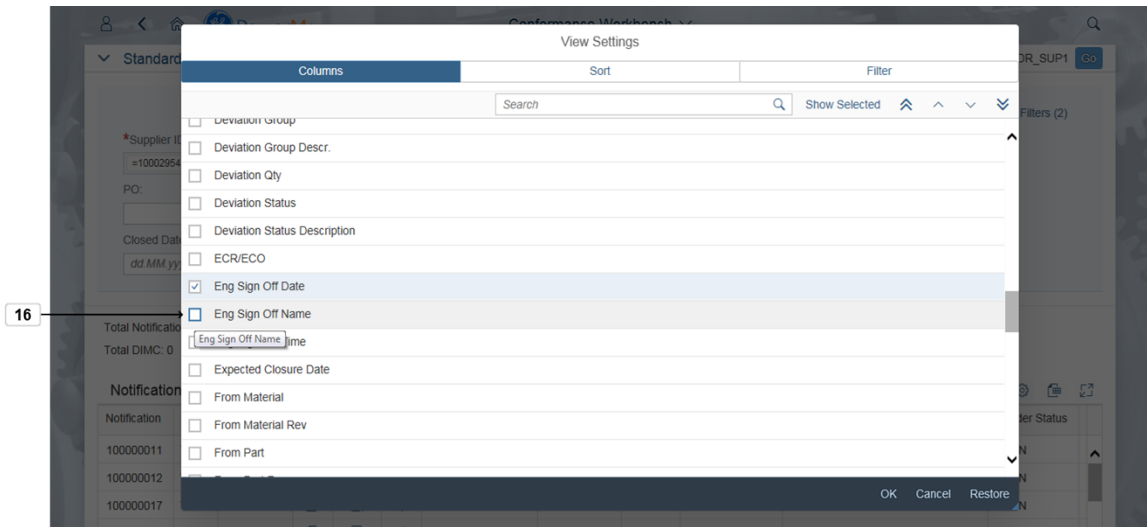
14. Scroll down to see available fields for selection. Note that selected fields are listed first

View Settings



15. Click for example Eng Sign Off Date Eng Sign Off Date to choose new field.

View Settings

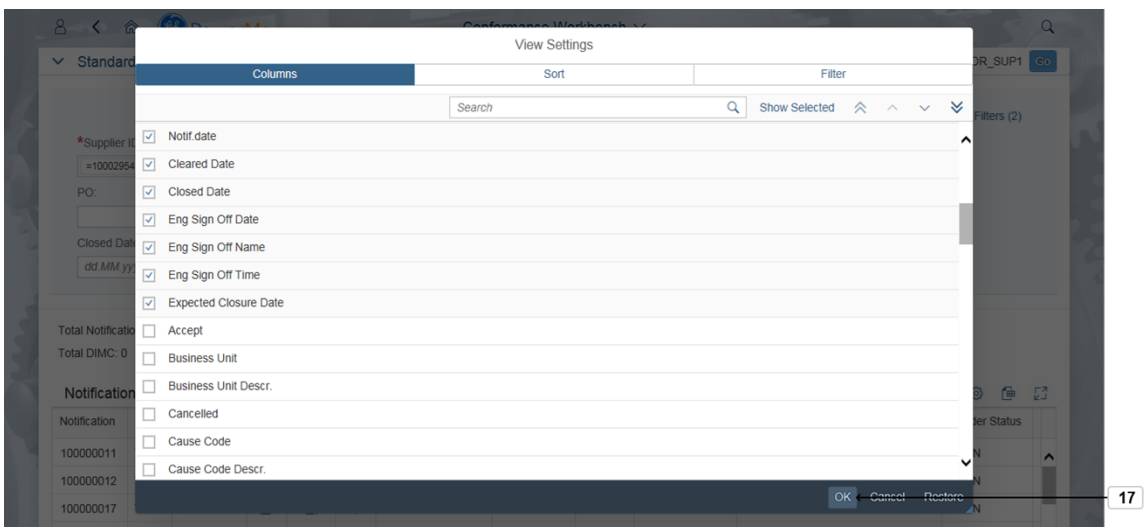


16. Click for example Eng Sign Off Name Eng Sign Off Name to choose new filed.



Note you can re-range the fields using Up and Down buttons

View Settings



17. Click OK button to continue. Click Restore button if you want to restore your selection.



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Notification	Type	Supplier ID	Print	Notes	Edit	Supplier Name	PO	PO Rev	HDR Material	Material Description	Header Status
10000011	YC	10002954				AUBERT & DUVAL	U610502129	0	104C2170P001	WHL FORG-TURB STG 1 FS9F	OPEN
10000012	YC	10002954				AUBERT & DUVAL	U610502109	0	128C8234P001	SPCR,TURB,STG2-3,FORG-9FA	OPEN
10000017	YC	10002954				AUBERT & DUVAL	U610470933	0	128C8233P001	SPCR TURB STG1-2 FORG-9FA	OPEN

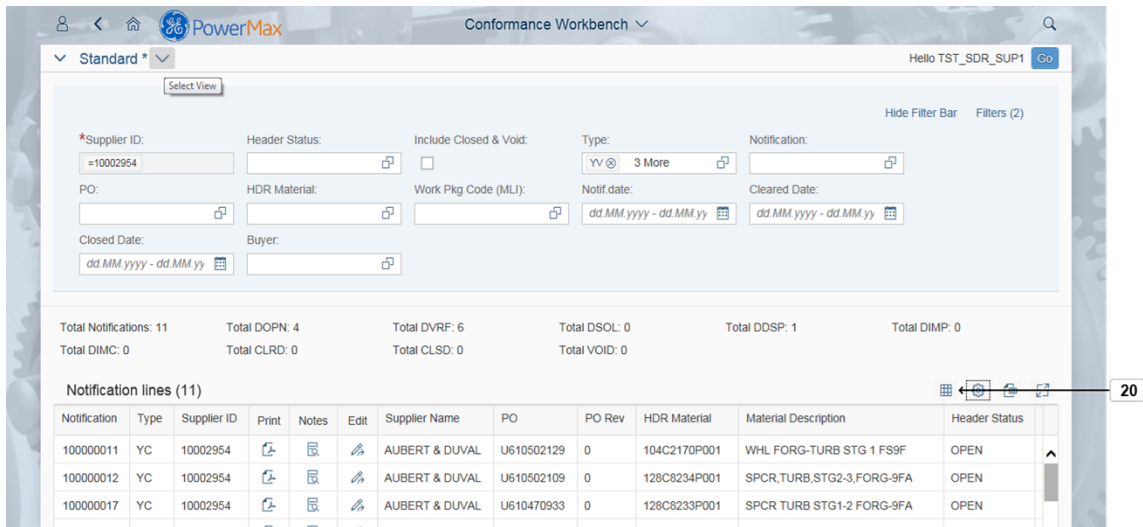
18. If you want to save your changes as a new variation of the **Standard** report or save changes to an existing variation, press spacebar.


My Views

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19. Click **Save As** button

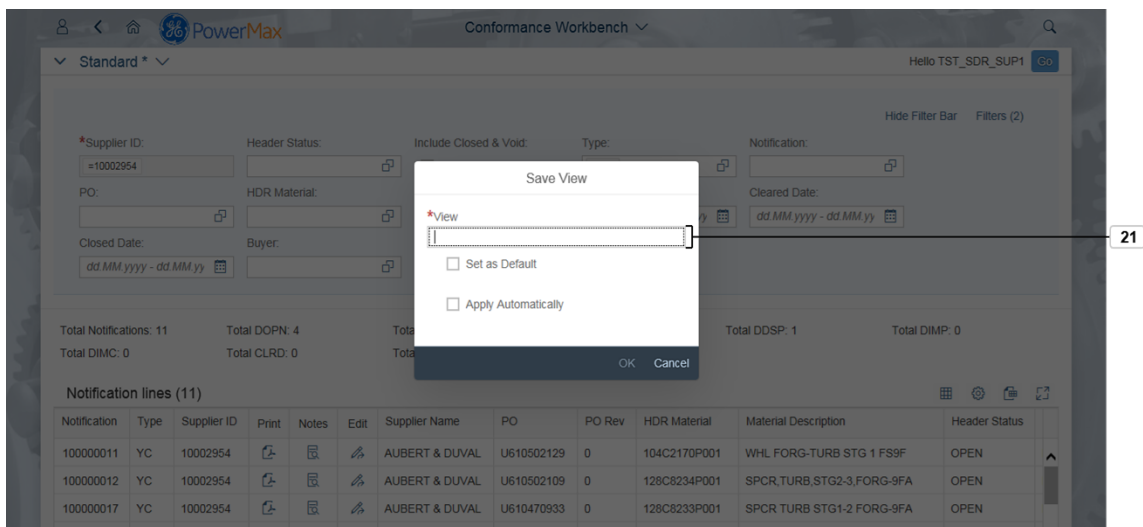
Conformance Workbench



20. Click  to Export all fields from your layout.

 Choose **Export to Spreadsheet** button  if you want to export only visible fields.

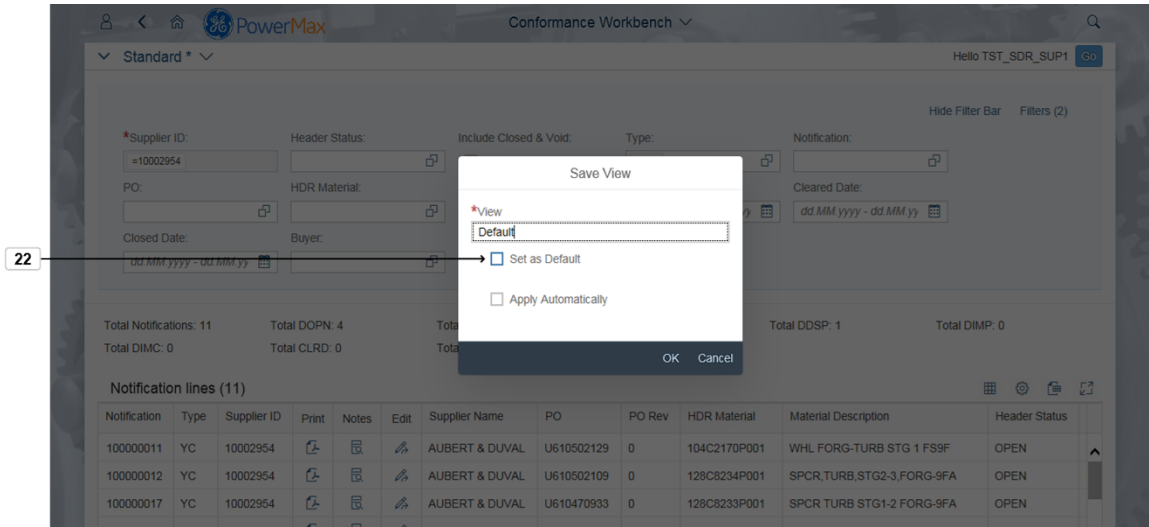
Save View



21. As required, complete/review the following fields:

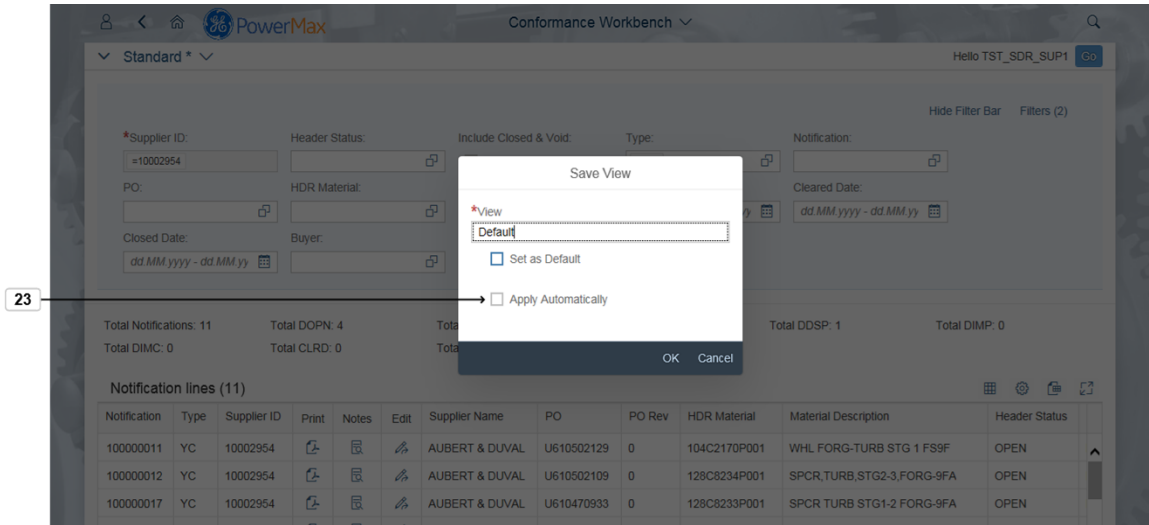
Field	R/O/C	Description
View	R	Example: Default

Save View



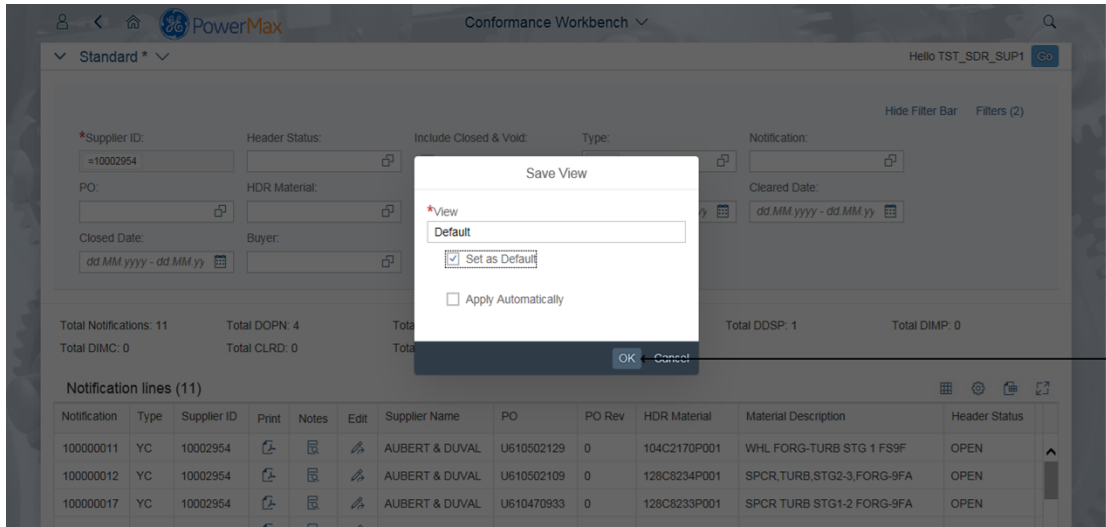
22. Click **Set as Default** **Set as Default** if you want this variant to be your default search when you enter the workbench

Save View



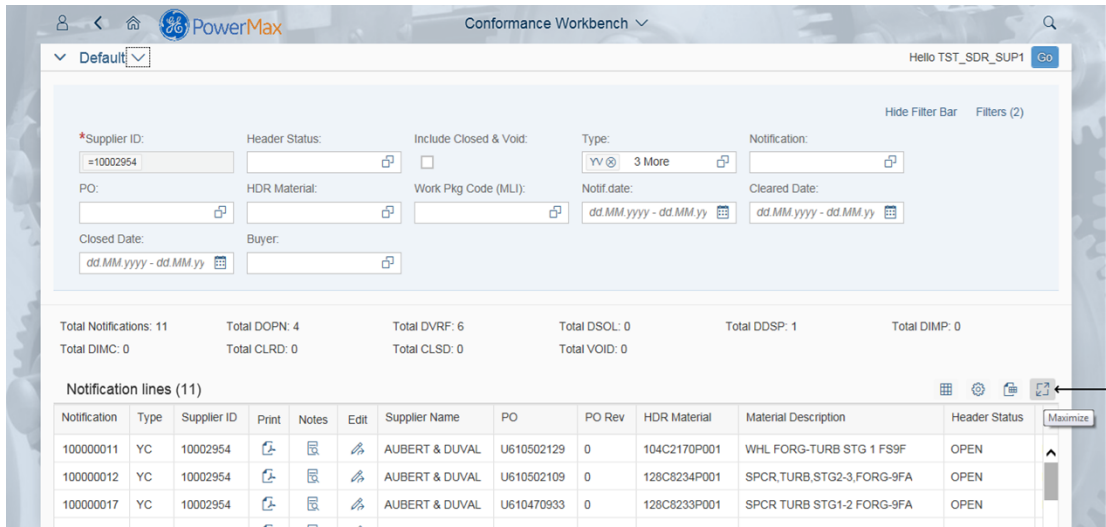
23. Click **Set as Default** **Apply Automatically** if you want to automatically apply your variant as soon you selected the variant from the list

Save View



- 24. Click OK button 

Conformance Workbench




- 25. Click Maximize button  to maximize your list of notifications.



Conformance Workbench

Notification	Type	Supplier ID	Print	Notes	Edit	Supplier Name	PO	PO Rev	HDR Material	Material Description	Header Status
100000011	YC	10002954				AUBERT & DUVAL	U610502129	0	104C2170P001	WHL FORG-TURB STG 1 FS9F	OPEN N
100000012	YC	10002954				AUBERT & DUVAL	U610502109	0	128C8234P001	SPCR,TURB,STG2-3,FORG-9FA	OPEN N
100000017	YC	10002954				AUBERT & DUVAL	U610470933	0	128C8233P001	SPCR TURB STG1-2 FORG-9FA	OPEN N
100000018	YC	10002954				AUBERT & DUVAL	U610443560	5	111T8226P0001	FORGING, TURBINE WHEEL STG 4	OPEN N
200014232	YV	10002954				AUBERT & DUVAL	U610502109	0	128C8234P001	SPCR,TURB,STG2-3,FORG-9FA	INPR N
200014239	YV	10002954				AUBERT & DUVAL	U610470933	0	128C8233P001	SPCR TURB STG1-2 FORG-9FA	INPR N
200014240	YV	10002954				AUBERT & DUVAL	U610443560	5	111T8226P0001	FORGING, TURBINE WHEEL STG 4	INPR N
200014244	YV	10002954				AUBERT & DUVAL	U610443560	5	111T8226P0001	FORGING, TURBINE WHEEL STG 4	INPR N
200014245	YV	10002954				AUBERT & DUVAL	4101553719	0	TURB-7B1PHB...	TURB - TURBINE BASE 7HA02	INPR N
200014246	YV	10002954				AUBERT & DUVAL	4101553733	0	125T3988G0001	NOZZLE INSERT, TURB STG 3	INPR N
200014247	YV	10002954				AUBERT & DUVAL	4101553732	0	125T3988G0001	NOZZLE INSERT, TURB STG 3	INPR N

26. Click **Minimize**  to minimize the screen.

Conformance Workbench

Default * Hello TST_SDR_SUP1 Go

Hide Filter Bar Filters (2)


*Supplier ID: Header Status: Include Closed & Void: Type: Notification:

PO: HDR Material: Work Pkg Code (MLJ): Notif. date: Cleared Date:

Closed Date: Buyer:

Total Notifications: 11 Total DOPN: 4 Total DVRF: 6 Total DSOL: 0 Total DDSP: 1 Total DIMP: 0
 Total DIMC: 0 Total CLRD: 0 Total CLSD: 0 Total VOID: 0

Notification	Type	Supplier ID	Print	Notes	Edit	Supplier Name	PO	PO Rev	HDR Material	Material Description	Header Status
200014240	YV	10002954				AUBERT & DUVAL	U610443560	5	111T8226P0001	FORGING, TURBINE WHEEL STG 4	INPR
200014244	YV	10002954				AUBERT & DUVAL	U610443560	5	111T8226P0001	FORGING, TURBINE WHEEL STG 4	INPR
200014245	YV	10002954				AUBERT & DUVAL	4101553719	0	TURB-7B1PHB...	TURB - TURBINE BASE 7HA02	INPR
200014246	YV	10002954				AUBERT & DUVAL	4101553733	0	125T3988G0001	NOZZLE INSERT, TURB STG 3	INPR

27. Click **Edit** button  to do the normal action on the Notification. You can edit the Notification only if you have access to edit. You will not have the bottom action buttons (Save/Route) if you are not able to edit the notification.



Conformance Workbench

Notification	Type	Supplier ID	Print	Notes	Edit	Supplier Name	PO	PO Rev	HDR Material	Material Description	Header Status
200014232	YV	10002954				AUBERT & DUVAL	U610502109	0	128C8234P001	SPCR_TURB_STG2-3_FORG-9FA	INPR
200014239	YV	10002954				AUBERT & DUVAL	U610470933	0	128C8233P001	SPCR_TURB_STG1-2_FORG-9FA	INPR
200014240	YV	10002954				AUBERT & DUVAL	U610443560	5	111T8226P0001	FORGING_TURBINE_WHEEL_STG_4	INPR
200014244	YV	10002954				AUBERT & DUVAL	U610443560	5	111T8226P0001	FORGING_TURBINE_WHEEL_STG_4	INPR

28. Click Notes button to view the notes to related notification.

Notification 200014240 notes

Notification 200014240 notes

Deviation:

31.05.2018 16:46:12 CET T. TST_SDR_SUP1 (TST_SDR_SUP1)
test

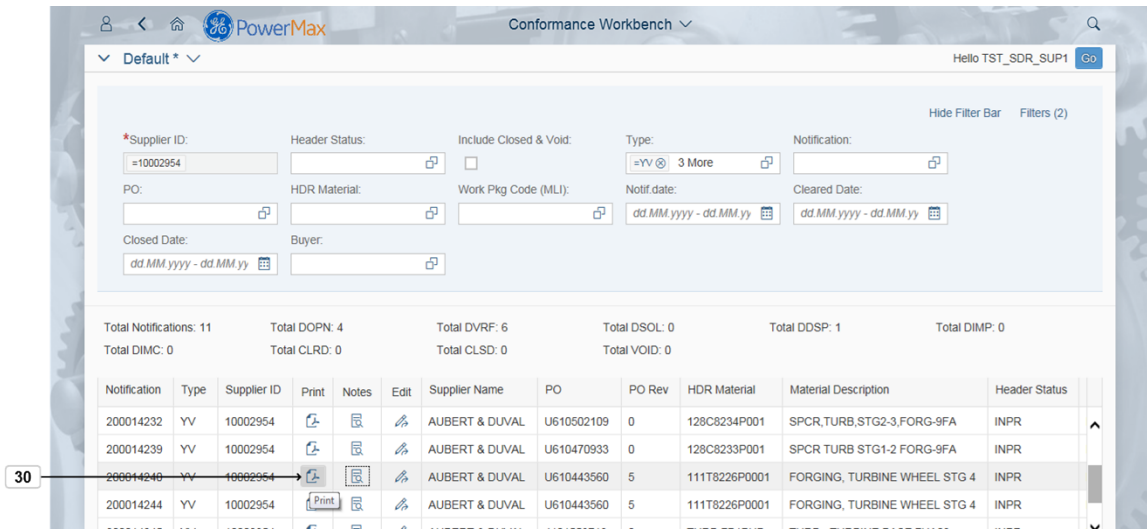
Disposition:


Implementation:

Close

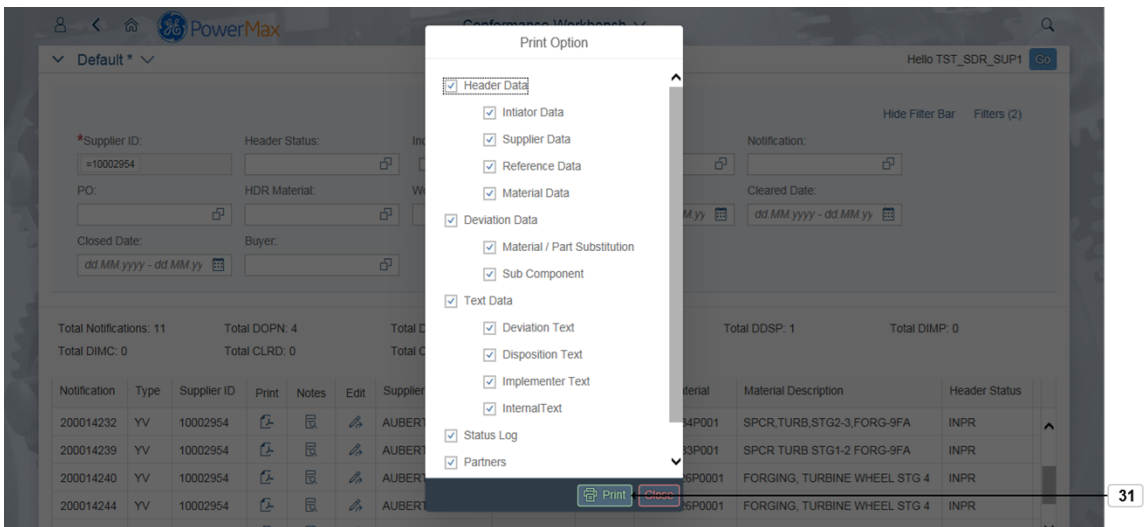
29. Click Close button to return back to main screen.

Conformance Workbench



30. Click Print button  if you want to print the notification.

Print Option



31. Choose the print options and click Print button .

END OF PROCEDURE

