



iqs QC -Supply Chain

ISIR

Version 11

COPYRIGHT (C) 2025 BY IQS SOFTWARE GMBH

This manual may not be copied, published or resold, either in whole or in part, without the prior written consent of iqs Software GmbH. The information contained in this manual is the property of iqs Software GmbH. The information may only be used as support for operation and maintenance of iqs software. They are to be treated as strictly confidential and may not be passed on to third parties without written permission from iqs or used for other purposes, e.g. Software development.

This manual may contain product names, such as MICROSOFT® WINDOWS®, that are copyrighted or registered trademarks / trade names of their respective owners. Please note that the software described in this manual is under constant development and that there are time gaps between software updates and updates to the corresponding user manuals. As a result, there may be slight differences between the actual software and the description of the software in the manual. As long as such deviations do not impair the basic use of the software, there is no obligation on the part of iqs to deliver an amended manual.

These instructions are aimed at professional users and require in-depth knowledge and experience in quality management or other work performed with the aid of the described software. On request, iqs offers training courses to improve the technical skills of the user. iqs offers no guarantees or representations with regard to this manual and the information contained therein. iqs is not responsible for any expenses incurred through the use of this manual and the information contained herein, including but not limited to lost expenses profit or revenue, loss of data, cost of data recovery, cost of replacement equipment or programs, or third party claims.

Content









1. Key to symbols	7
2. Introduction of iqs QC -Supply ChainSIR	8
2.1 Overview	8
3. Basics	10
3.1 Explanation of terms: Customer and Supplier	10
3.2 Initial Sample Process	11
3.3 Measured values - File Formats	12
3.4 Measured values -.txt file	13
3.5 Working without "Web editing"	15
4. General Program Functions	16
4.1 Open iqs QC - Supply Chain	16
4.2 Login	16
4.3 Logout	17
4.4 Header	18
4.5 Menu bar	19
4.6 Overviews	19
4.7 Search for Data	20
4.8 Open Data	21
4.9 Save Data	22
4.10 Upload Documents	22
4.11 Download Documents	22
4.12 Add Actions	23
4.13 Administration	23
4.13.1 Change Password	24
4.13.2 Company data	25
4.13.3 Contacts	27
4.13.3.1 Contact data	27
4.13.3.2 Add Contacts	29
4.13.3.3 Edit contact data	29
4.13.3.4 Delete Contacts	31
4.13.4 Supplier overview (customers only)	31
4.13.4.1 Create Suppliers (customers only)	32

4.13.4.2 Edit Supplier Data (customers only)	33
4.13.4.3 Open supplier contacts (customers only)	34
4.13.4.4 Activate/ Deactivate Suppliers (customers only)	34
4.13.5 Add Imprint (customer only)	35
4.13.6 Add Privacy Policy (customer only)	35
5. Typical Processes	37
5.1 Perform sampling	37
5.2 Activate/Deactivate web editing	37
5.3 Open Initial Sample Inspection Reports	38
5.4 Download ISIR	39
5.5 ISIR as information only	40
5.6 Archive Initial Sample Inspection Reports	40
5.7 Revoke archive	41
5.8 Add cavities	42
5.9 Delete cavities	43
5.10 Enter Measured values	43
5.11 Edit attributive characteristics	44
5.12 Delete measured values	44
5.13 Show Short-Term Capability	45
5.14 Export measured values	47
5.15 Import measured values	47
5.15.1 Import measured values	48
5.15.2 Import measured values (.qdx-Format)	49
5.16 Send back Initial Sample Inspection Reports	50
5.17 Send back Initial Sample Inspection Report (without customer target report)	50
6. Supply Chain Components	52
6.1 Start page	52
6.2 Inbox	52
6.3 Information	54
6.4 Archive	56
6.5 ISIR Cover Sheets	58
6.5.1 Cover Sheet VDA 2 (4th edition)	58
6.5.1.1 Master data (VDA 2 - 4th edition)	58
6.5.1.2 Supplier (VDA 2 - 4th edition)	60
6.5.1.3 Customer (VDA 2 - 4th edition)	62
6.5.1.4 Enclosure / Decision (VDA 2 - 4th edition)	64

6.5.2 Cover Sheet VDA 2 (5th edition)	64
6.5.2.1 Master data (VDA 2 - 5th edition)	65
6.5.2.2 Supplier (VDA 2 - 5th edition)	66
6.5.2.3 Customer (VDA 2 - 5th edition)	68
6.5.2.4 Enclosure / Decision (VDA 2 - 5th edition)	70
6.5.3 Cover Sheet VDA 2 (6th edition)	70
6.5.3.1 Master data (VDA 2 - 6th edition)	70
6.5.3.2 Organization (VDA 2 - 6th version)	72
6.5.3.3 Customer (VDA 2 - 6th edition)	74
6.5.3.4 Actions (VDA 2 - 6th edition)	76
Wizard "Action"	77
Planning (Action)	77
Progress (Action)	78
Log (Action)	80
Documents (Action)	81
6.5.3.5 Evidence (VDA 2 - 6th edition)	82
Section "Documents" / "Actions"	85
6.5.3.6 Part grouping / Product families (VDA 2. - 6th edition)	86
6.5.4 Cover Sheet PPAP (4th edition)	86
6.5.4.1 Master data (PPAP - 4th edition)	87
6.5.4.2 Reason (PPAP - 4th edition)	88
6.5.4.3 Submission level (PPAP - 4th edition)	89
6.5.4.4 Confirmation (PPAP - 4th edition)	90
6.5.5 Documents	90
6.5.6 Cavity list	91
6.5.7 Measurement Sheet	92
6.5.7.1 Section "Position navigator" (Measurement sheet)	93
6.5.7.2 Section "Drawings" (Measurement sheet)	95
6.5.7.3 Section "Position data" (Measurement sheet)	98
6.5.7.4 Section "Additional details" (Measurement sheet)	100
6.5.7.5 Section "Measured value input" (Measurement sheet)	101
6.5.8 Administration	103
6.5.9 Export / Import (measuring data)	105
6.5.9.1 Wizard "Import measurement data"	107
Protocol format	108
Measurement data	110

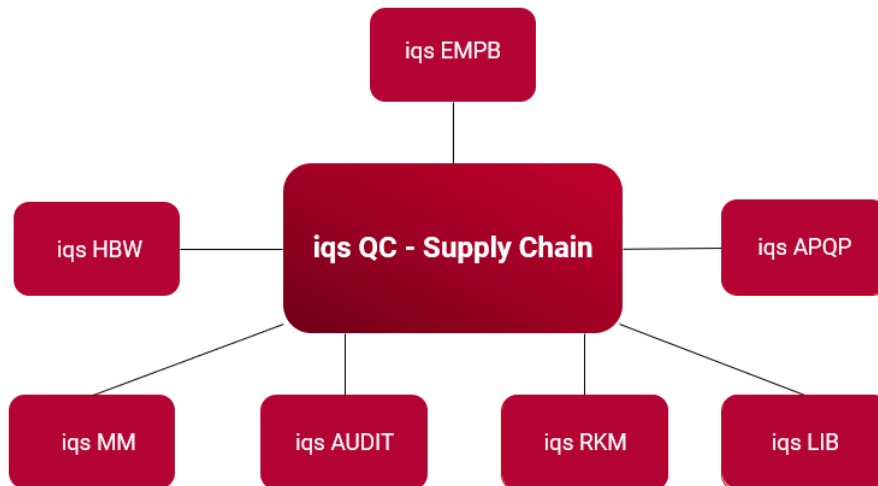
Options	112
6.6 Dialog "ISIR - Send back"	113
6.7 Dialog "ISIR - Send back" (without customer target report)	115

1. Key to symbols

Element	Description
Mouse symbols	<ul style="list-style-type: none"> •  Single left mouse click • 2x  Double left mouse click •  Single right mouse click
Prerequisite of action	<div style="border: 1px solid #ccc; border-radius: 15px; padding: 10px;">  The prerequisite of action has to be fulfilled in order to execute the directive.  <i>A reference or instruction will always be provided for the prerequisite.</i> </div>
Directive	<p>Multistage directive:</p> <ol style="list-style-type: none"> 1. This instruction tells you what to do. 2. This is a directive. 3. This is a directive. 4. This instruction tells you what to do. <p>Single stage directive:</p> <p style="padding-left: 40px;">This instruction tells you what to do.</p>
Results	 This is a result of action.
Important Information	<p>! Important:</p> <p>The note "Important" shall indicate important processing points to the user.</p>
Hints	<p>! Hint:</p> <p>Hints shall deliver useful additional information to the user in order to ease the use of the program.</p>
Chapter reference	 <i>This is a chapter reference.</i>
Document reference	 This is a document reference

2. Introduction of iqs QC -Supply Chain ISIR

2.1 Overview



iqs QC -Supply Chain is a web application for fast and secure data exchange between customers and suppliers. The customer has an iqs QC full version and makes iqs QC -Supply Chain available to his suppliers. The supplier can edit the customer's requirements directly in his internet browser via the web editing in iqs QC -Supply Chain. The data from iqs ISIR- Supply Chain can also be downloaded to the supplier iqs application and later exported back to the customer iqs QC -Supply Chain for data exchange. iqs QC -Supply Chain offers the possibility to map different quality processes and exchange quality documents between customer and supplier.

The following modules can be used in iqs QC -Supply Chain after purchasing a corresponding license:

- **iqs ISIR**
- **iqs APQP**
- **iqs LIB**
- **iqs RKM**
- **iqs AUDIT**
- **iqs MM**
- **iqs HBW**

! Important:

This documentation describes working with **iqs QC-Supply Chain ISIR**.

3. Basics

For working in iqs QC Supply Chain ISIR, it is helpful to be familiar with the following points:

- [Explanation of terms: Customer and Supplier](#)
- [Initial Sample Process](#)
- [Measured values - File Formats](#)
- [Measured values in .txt file](#)

3.1 Explanation of terms: Customer and Supplier

The terms **Customer** and **Supplier** are often used in this documentation. The terms have the following meaning in this documentation:

Term	Explanation
Customer	The customer is the company that requests certain data (e.g. an initial sample inspection report) about a product from the supplier. The customer has the full version of iqs QC (Quality Center) and makes the additional web application iqs QC - Supply Chain available to the supplier. The customer works in the iqs full version and usually only uses the web application for administrative purposes.
Supplier	The supplier is the company that has to hand over requested data about a product to the customer. The supplier can carry out processing in iqs QC - Supply Chain. Alternatively, initial sample inspection reports can be downloaded, edited in the iqs full version and then sent back via web application.

! Important:

The customer processes data in the iqs full version (iqs QC). The data is therefore often only displayed as *read-only* for the customer in iqs QC - Supply Chain. This documentation primarily describes the procedure and the processing of data by the supplier in iqs QC - Supply Chain. The actions that have to be carried out explicitly by the customer are marked in this documentation as "**Customer only**".

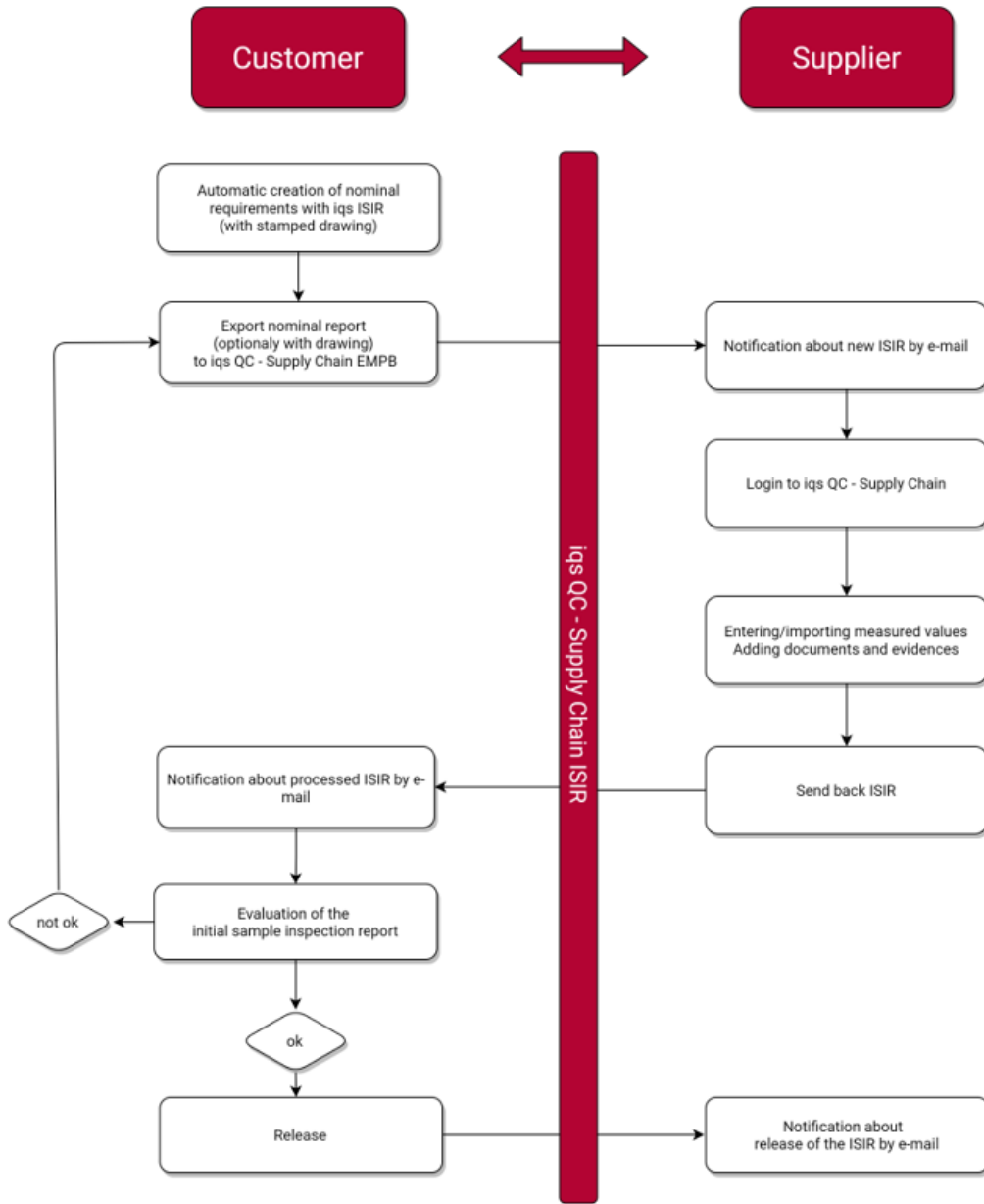


Information on requirements and the transfer of data from the full version to iqs QC -Supply Chain is described in the documentation for the respective module.

3.2 Initial Sample Process

! Important:

The sampling process is usually specified by the customer with detailed specifications. The following example only outlines the general process of initial sampling.



Performing Sampling

3.3 Measured values - File Formats

In iqs QC - Supply Chain you can export specified nominal values in various file formats. This function enables you to maintain the measured values in other programs (e.g. measuring machines) and later on import in iqs QC - Supply Chain.

The following file formats can be exported using iqs QC - Supply Chain:

File format	Description
.txt	If you export nominal values as a .txt file, an interface is created for measured values from measuring machines. The measuring machines supplement the file with measured values. The file can then be re-imported into the initial sample inspection report in iqs QC - Supply Chain. The .txt file created is only used as an exchange format and can be edited by any software of your choice.
.dfd	If you export nominal values as a .dfd file, an interface is created with QDAS. You can thus import the characteristics into QDAS or into programs that support the .dfd format.
.qdx	If you export nominal values as a .QDX file, you can import the measured values to the CAQ system of another CAQ producer.

! Important: Attributive values are not included as they cannot be measured from a measuring machine.

[Importing Measured Values](#)

[Exporting Measured Values](#)

[Export / Import \(measured values\)](#)

3.4 Measured values -.txt file

In iqs QC - Supply Chain, measured values can be imported via a .txt file. The .txt file must have a certain basic principle.

```

Datei Bearbeiten Format Ansicht ?
#P#:10;1;0;0,02;;mm
#P#:20;1;5;5;5;mm;5
#P#:30;1;11,3;11,3;11,3;mm
#P#:40;1;15;15;15;mm;15
#P#:50;1;20;20,1;19,9;mm
#P#:60;1;23,5;23,5;23,5;mm
#P#:70;1;0;0,01;;mm
#P#:80;1;27;27;27;mm
#P#:90;1;0;0,01;;mm
#P#:100;1;22;22;22;mm
#P#:110;1;2;2;2;mm
#P#:120;1;3,4;3,4;3,4;mm
#P#:130;1;10,5;10,55;10,45;mm
#P#:140;1;13,75;13,75;13,75;mm
#P#:150;1;14;14;14;mm
#P#:160;1;17;17;17;mm
#P#:170;1;35;35;35;mm
#P#:180;1;42,5;42,5;42,5;mm
#P#:190;1;50;50;50;mm
#P#:200;2;Bezug A;;mm
#P#:210;1;74;74;74;mm
#P#:220;1;0;0,01;;mm
#P#:230;1;0;0,01;;mm
#P#:240;1;12;12;12;mm
#P#:250;1;90;90,025;89,975;°
#P#:260;1;35;35;35;mm
#P#:270;1;38,5;38,65;38,35;mm;38,69;38,67;38,69
#P#:280;1;0;0,01;;mm
#P#:290;1;53,01;53,01;53,01;mm
#P#:300;1;6;6;6;mm
    
```

When entering data, the following basic principle must be observed:

```
#P#;270;1;38,5;38,65;38,35;mm;38,69;38,67;38,69
```

Data column	Description
#P#	The content of this column has no relevance to the user and is purely there for technical reasons.
#P#;270;1;38,5;38,65;38,35;mm;38,69;38,67;38,69	Enter here the Position number .
#P#;270;1;38,5;38,65;38,35;mm;38,69;38,67;38,69	Enter here the type of characteristic. The following characteristic types can be entered: <ul style="list-style-type: none"> • 1 (=variable) • 2 (=attributive) • 3 (=More than - less than (<>))
#P#;270;1;38,5;38,65;38,35;mm;38,69;38,67;38,69	Enter a nominal value here.
#P#;270;1;38,5;38,65;38,35;mm;38,69;38,67;38,69	(Optional) Enter here the upper limit.
#P#;270;1;38,5;38,65;38,35;mm;38,69;38,67;38,69	(Optional) Enter here the lower limit.
#P#;270;1;38,5;38,65;38,35;mm;38,69;38,67;38,69	Enter a unit here.
#P#;850;2;Rmax 0,2 ;;mm;Radius vorhanden;1;	Enter as many actual values as you want after the unit. Actual values are separated by a semicolon.

Data column	Description
	<div style="background-color: #f0f0f0; padding: 10px; border: 1px solid #ccc;"> <p>! Important: With the more than / less than values the values must always be indicated in pairs.</p> </div> <p>In the case of attributive characteristics, enter the abbreviation in text form followed by the decision. The following parameters can be specified for attributive characteristics</p> <ul style="list-style-type: none"> • 1 (=OK) • 2 (=not OK)

[Importing Measured Values \(.txt Format\)](#)

[Exporting Measured Values](#)

3.5 Working without "Web editing"



The option **Web editing** was deactivated.

[Activate /Deactivate web editing](#)

If you as a supplier have an iqs full version, you can download initial sample inspection reports and edit them in the full version. The initial sample inspection report must then be uploaded again in iqs QC -Supply Chain and sent back to the customer.

! Important:

If you are using iqs QC -Supply Chain without web editing, the records cannot be opened in iqs QC -Supply Chain, only downloaded, sent back and archived.

The following chapters are relevant if you use iqs QC -Supply Chain without web editing:

- [Download ISIR](#)
- [Send back Initial Sample Inspection Reports](#)
- [Send back Initial Sample Inspection Report \(without customer target report\)](#)
- [Archive Initial Sample Inspection Reports](#)

4. General Program Functions

The following chapters give you an overview of general functions in iqs QC -Supply Chain, e.g. finding data, saving and the main components of the interface. In addition you will find here instructions for the most important settings and administrative functions.

4.1 Open iqs QC - Supply Chain



iqs QC – Supply Chain is an internet-based application. You have to be connected to the Internet.

! Important:

The Internet address for iqs QC – Supply Chain will be provided to you by your customer

To open **iqs QC - Supply Chain**, proceed as follows:

1. Open a web browser, e.g. Google Chrome
2. Copy the link provided to you by the customer.
3. Insert link into address bar of browser.
4. Press Enter key.

➡ The iqs QC-Supply Chain login page opens.

! **Hint:** Save the link in your web browser under favorites/ bookmarks.

Or:

Define the link as the start page in your web browser settings.

4.2 Login




Open iqs QC - Supply Chain.



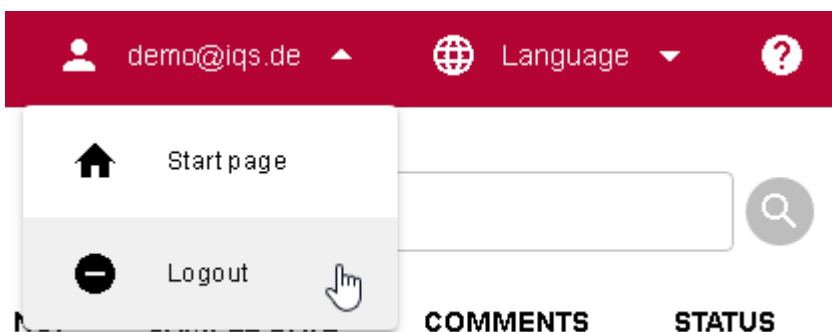
[Open iqs QC - Supply Chain.](#)

To log into iqs QC - Supply Chain, proceed as follows:

1. Enter your user name in the field **User name**.
2. Enter your password in the field **Password**.
3. Click on  on **Login**.


➔ iqs QC - Supply Chain will open with your user account.

4.3 Logout



In order to log out from iqs QC -Supply Chain, please proceed as follows:

1. Click on  in the header on your email address.





- ➔ A drop-down menu opens.
- 2. Click on  in the drop-down menu on **Logout**.
- ➔ You now log out.
- ➔ The Login page is displayed.

4.4 Header



The header can be found on the top edge of the application. Apart from the title of the application **iqs QC - Supply Chain** you can find the navigation row as well as more functions in the header.

The header consists of the following elements:

Element	Description
"Navigation row"	<p>The navigation row displays the currently open path.</p> <p>The individual parts of the path will be separated by a slash.</p> <p>Click on  on a part of the path to open the corresponding page.</p> <div style="border: 1px solid #ccc; background-color: #fff9c4; padding: 5px; margin-top: 10px;"> <p>! Hint:</p> <p>Click on  on the module title to open the page Inbox of the module.</p> </div>
Modules	Select the module you wish to open.
"User name"	<p>The logged-in user name (email address) is displayed next to the button Modules. The following options are available: in the drop-down menu:</p> <p>Select the Start page to open the start page.</p> <p>Select Log out to log out of iqs QC - Supply Chain.</p>
Language	<p>Here you can select the language of the user interface.</p> <p>Click on  on Language and select the language you want from the drop-down menu.</p>
	Here you can call up the Web help. Web help is opened in a new tab in your browser.

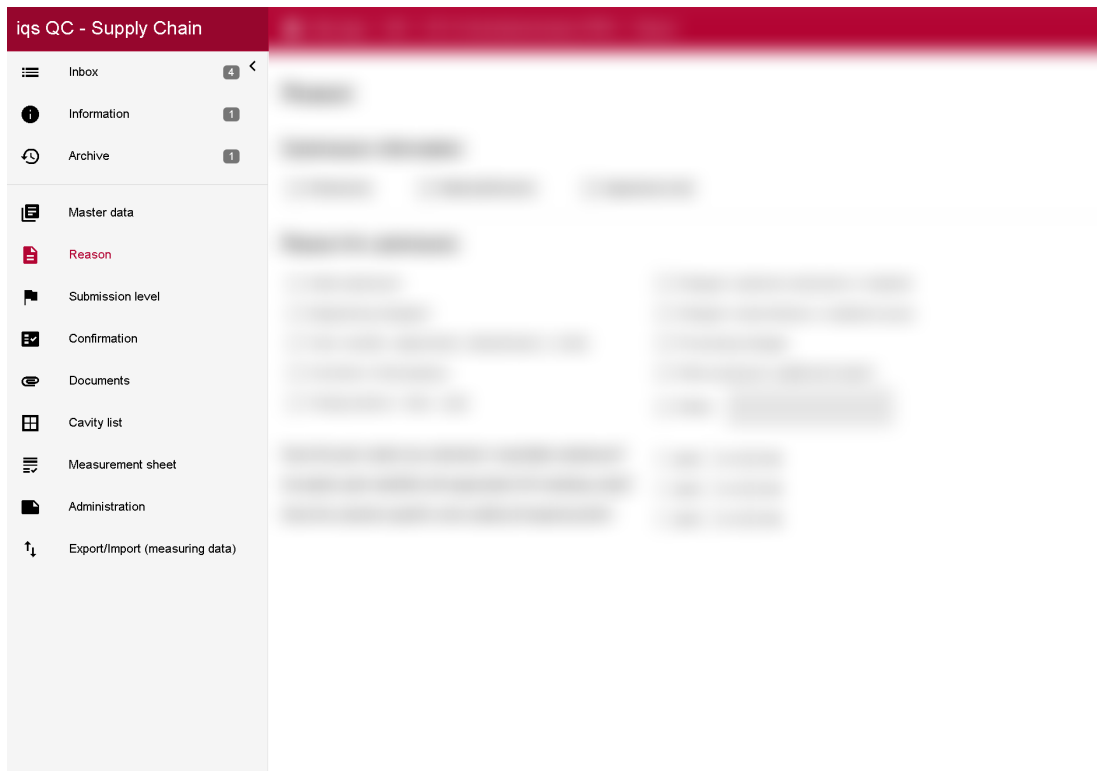
! Important:

Depending on the module / page, the header contains further global functions. These functions will be explained in more detail in the corresponding modules.

[Start page](#)

[Login](#)


4.5 Menu bar









The menu bar can be found on the left edge of the application. You can fold / unfold and pin the menu bar. You can use the menu items to open certain pages of the module or the open data record. The menu item that is open is marked in color (red).

4.6 Overviews

Start page / ISIR Modules ▼ demo@iqs.de ▼ Language ▼ ?

Inbox 

	CUSTOMER	PART NUMBER	PART NAME	EXCHANGED	TOOL	E-MAIL-SUPPLIER	E-MAIL-CUSTOMER	ISSUE
 ...	iqs Software GmbH	PortalTest1	PortalTest1	31.12.2018		vpcuser@vpc.de	vpcuser@vpc.de	
+  ...	iqs Software GmbH	4808 A	Steckergehäuse	02.11.2022	Müller Werkzeug 3	demo@iqs.de	vpcuser@vpc.de	1
 ...	iqs Software GmbH	9947 A	Sicherungsmutter	02.11.2022	Müller Werkzeug 3	vpcuser@vpc.de	vpcuser@vpc.de	1
 ...	iqs Software GmbH	7981	Halter 3D	02.11.2022	Müller Werkzeug 3	demo@iqs.de	vpcuser@vpc.de	1
 ...	iqs Software GmbH	9371 B	Schrägstimrad	02.11.2022	Müller Werkzeug 3	demo@iqs.de	vpcuser@vpc.de	1
 ...	iqs Software GmbH	8977	Gehäuse (T7977-Z7976)	02.11.2022	Müller Werkzeug 3	vpcuser@vpc.de	vpcuser@vpc.de	1

Overviews (e.g. **Inbox**, **Archive**, etc.) give you an overview of the existing data records in a specific module or area in iqs QC - Supply Chain.

The overviews are presented as a table and contain the most important information about existing data records.

The following functions are available for all overviews:

- [Searching for a data records](#)
- [Opening data records](#)


Additional functions are available depending on the module / sections.

4.7 Search for Data

Use the search function to find data in overviews (e.g. **Inbox**, **Archive**) quickly and easily.

The search function is located in overviews on the right above the table.

To search for a data record, proceed as follows:


1. Click on  in the field **Search**
2. Enter the desired search term in the field **Search**.

Start page / ISIR Modules ▼ demo@iqs.de ▼ Language ▼ ?

Inbox 🔍

	CUSTOMER	PART NUMBER	PART NAME	EXCHANGED	TOOL	E-MAIL-SUPPLIER	E-MAIL-CUSTOMER	ISSUE
✎ ...	iqs Software GmbH	PortalTest1	PortalTest1	31.12.2018		vpcuser@vpc.de	vpcuser@vpc.de	
+ ✎ ...	iqs Software GmbH	4808 A	Steckergehäuse	02.11.2022	Müller Werkzeug 3	demo@iqs.de	vpcuser@vpc.de	1
✎ ...	iqs Software GmbH	9947 A	Sicherungsmutter	02.11.2022	Müller Werkzeug 3	vpcuser@vpc.de	vpcuser@vpc.de	1
✎ ...	iqs Software GmbH	7981	Halter 3D	02.11.2022	Müller Werkzeug 3	demo@iqs.de	vpcuser@vpc.de	1
✎ ...	iqs Software GmbH	9371 B	Schrägstimrad	02.11.2022	Müller Werkzeug 3	demo@iqs.de	vpcuser@vpc.de	1
✎ ...	iqs Software GmbH	8977	Gehäuse (T7977-Z7976)	02.11.2022	Müller Werkzeug 3	vpcuser@vpc.de	vpcuser@vpc.de	1

1-6 of 6 < >

3. Click on  on the **Search** symbol or press the **Enter** key.

➔ The search result is displayed in the table.

! Hint:

Remove the search term from the field **Search** and press **ENTER** to redisplay all existing records.

4.8 Open Data



Open data records in iqs QC -Supply Chain to view or edit the data.

To open data records, proceed as follows:

1. Click on  on the data record you wish to open.

➔ The data record is opened.

! Hint:

In overviews click  alternatively on , to open the desired data record.

4.9 Save Data

In iqs QC - Supply Chain, the entered data are **automatically** saved.



The data must only be saved manually using the **Save** button in the following places:

- [Change Password](#)
- [Add Contacts](#)
- [Create Suppliers \(customers only\)](#)

4.10 Upload Documents

In iqs QC - Supply Chain, documents can be downloaded from various places that have been linked to the opened data record, e.g. on the page **Documents**, page **Measurement sheet**, page **Evidence**.

To upload a document, proceed as follows:

1. Click on  in the section **Documents** on the field **Choose and upload**.
2. Select a document or several documents from Windows-Explorer.
3. Click on  on **Open** in the Windows dialog.

➡ The documents is selected and automatically uploaded.

! Hint:

Alternatively, drag and drop the desired document onto the field **Choose and upload**.

[Documents](#)


4.11 Download Documents

In iqs QC - Supply Chain, documents can be downloaded from various places that have been linked to the opened data record, e.g. on the page **Documents**, page **Measurement sheet**, page **Evidence**.

To download a document, proceed as follows:

1. Click on  in section **Documents** behind the document on 

➡ The documents is downloaded.

! **Hint:** Alternatively click  on the document to download the document.

Documents

4.12 Add Actions

Actions can be created and edited at various points in iqs QC - Supply Chain, e.g. on the page **Actions**.

To create actions, proceed as follows:



1. Click on  on **New action**.

➡ The action wizard opens.

2. Edit the various pages of the wizard.

3. Click on  on **Close**.

➡ The action will be created and all changes are saved.







! Hint: In the iqs QC - Supply Chain MM module, all actions that are available in the various modules of iqs QC - Supply Chain are displayed on the page **Inbox**. Click on  in the header on **Modules** and click  on **MM** to open the action overview.


Wizard "Action"

4.13 Administration

In the section **Administration** in the menu bar, you can navigate to the pages where you can set general settings for iqs QC - Supply Chain and your user account. You can change the language of the interface, change the password and, if you are authorized, maintain company data and contact data.

Administration

-  Change password
-  Company data
-  Contacts
-  Imprint
-  Privacy Policy
-  Licensed components

! **Hint:** To see the section **Administration** in the menu bar, you must be on the **Start page**. Click on  in the menu bar on **Start page** to switch over to the **Start page**.

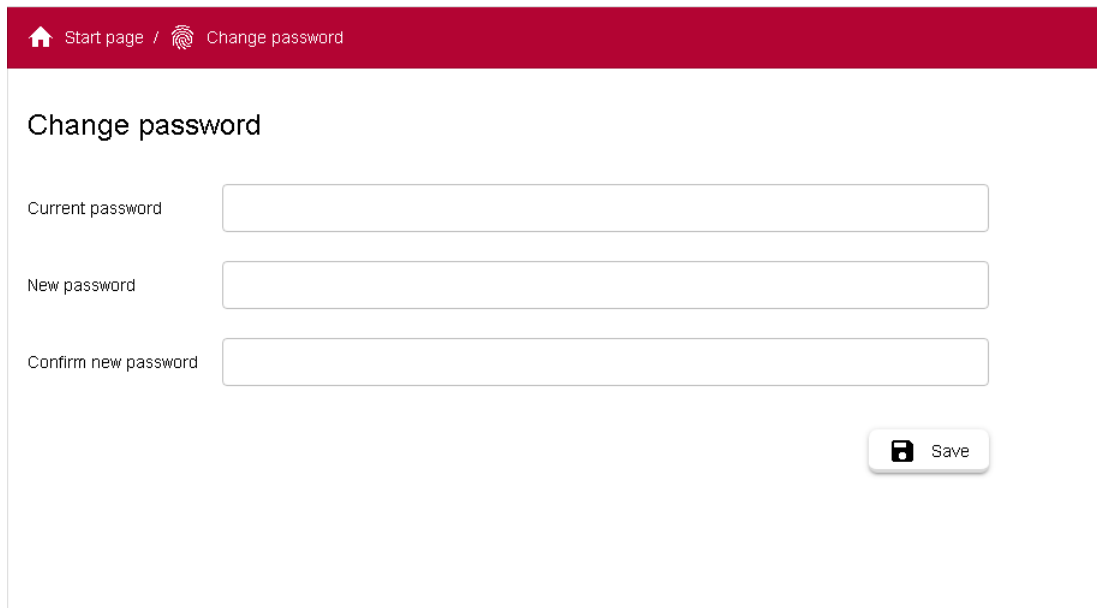
For administrative work, it is helpful to be familiar with the following points:

- [Change Languages](#)
- [Change Password](#)
- [Company data](#)
- [Contacts](#)



If you as a **customer** use **iqs QC Supply Chain**, the following chapters are also relevant for you:

- [Change Languages](#)
- [Add Imprint \(customer only\)](#)
- [Add Privacy Policy \(customer only\)](#)

4.13.1 Change Password




To change your user password, proceed as follows:

1. Click on  on the **Start page**.
➔ The start page opens.
2. Click on  in the menu bar on **Change password**.
➔ The page **Change password** opens.
3. Enter your current password in the field **Current password**.
4. Enter your desired new password in the field **New password**.

! Important:

The password must have at least 6 characters.

5. Enter your desired new password again in the field **Confirm new password**.
6. Click on  on **Save**.
➔ The password has been changed.
➔ You can log in to iqs QC - Supply Chain with the new password.

4.13.2 Company data

The page **Company data** displays the details of your company that were provided during registration. You can view, edit, and activate / deactivate web editing on this page.

Start page / Company data

Company data

Company name: Müller Drehteile

City: Hamein

Street: Eugen-Seyfried-Straße 34

Post code: 31785

Country: Germany

DUNS number: 111111111

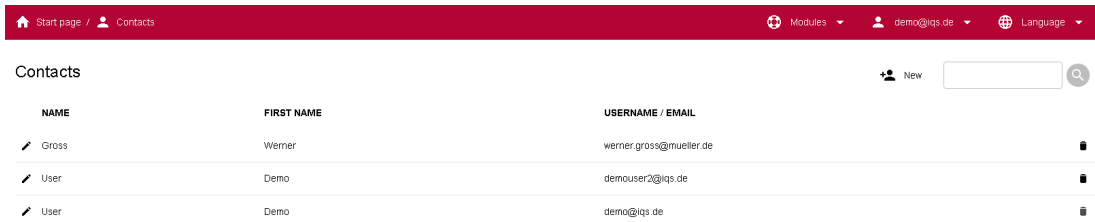
Email: mueller@drehteile.de


Web editing:

The page **Company data** contain the following elements:

Element	Description
Company name	Enter your company name here.
City	Enter the location of your company here.
Street	Enter the address of your company here.
Post code	Enter the post code of your company here.
Country	Select the country where your company is located.
DUNS number	Enter here your DUNS number.
Email	Enter a central email address of your company here.
Web editing	<p>When this option is activated (red), you can edit your customer's exchange data directly in iqs QC - Supply Chain.</p> <p>If this option is disabled, the exchange data must be downloaded for further processing and uploaded again for exchange with the customer.</p> <div style="border: 1px solid black; padding: 10px; background-color: #f9f9f9;"> <p>! Important: The option Web editing only affects the iqs ISIR - Supply Chain module. The data from other modules, e.g. iqs Audit - Supply Chain, iqs RKM- Supply Chain, must always be processed in iqs QC -Supply Chain. It is not yet possible to download this data into the iqs Quality Center (full version).</p> </div>

4.13.3 Contacts






All of your company's contacts for which a user account has been created in iqs QC - Supply Chain are displayed on the page **Contacts**. The contacts are displayed in an overview table. To open the **Contacts** page, click  on the **Start page** in section **Administration on Contacts**

! Important: The page **Contacts** is only available to you if you have the permission **Administrate contacts**.

On the page **Contacts** you can add new contacts, and open and delete the records of existing contacts.

The page **Contacts** consists of the following elements:

Element	Description
 New	Here you can add a new contact and / or a new user account.
 Edit	Here you can open the selected contact.
Name	The surname of the contact is displayed here.
First name	The first name of the contact is displayed here.
User name / email	The contact email address, which is used as the user name for logging into iqs QC - Supply Chain, is displayed here.
 Delete	Here you can delete the selected contact.

[Add Contacts](#)

4.13.3.1 Contact data

On the page **Contact data** you can view and edit data of a contact. The email address / user name of the contact will be displayed as the title on the page.

demouser2@iqs.de

Title

Name

First name

Department

Position

Phone

Mobile phone

Language

Administrare contacts

The page contains the following elements:

Element	Description
Title	Select the salutation of the person.
Name	Enter the surname of the person here.
First name	Enter the first name of the person here.
Department	Enter here the department in which the person works.
Position	Enter the position of the person here.
Phone	Enter the telephone number of the person here.
Mobile phone	Enter the mobile phone number here of the person here.
Language	Select the language of the person. iqs QC - Supply Chain will be opened in that language on first login.
Administrare contacts	When this option is enabled (red), the person is allowed to create, edit, and delete contacts. <div style="background-color: #f9e79f; padding: 5px; border: 1px solid #ccc;"> <p>! Hint: You will not see this option for your own contact.</p> </div>
Administrare suppliers	<div style="background-color: #f9e79f; padding: 5px; border: 1px solid #ccc;"> <p>! Important: This option is only displayed if you are a customer using iqs QC Supply Chain.</p> </div>



Element	Description
	When this option is enabled (red), the person is allowed to create, edit, and delete suppliers.

4.13.3.2 Add Contacts




The permission **Administrate contacts** must be active for your user account.

To add a contact, proceed as follows:

1. Click on  on the Start page.
 - ➔ The start page opens.
2. Click on  on Contacts.
 - ➔ The page **Contacts** opens.
3. Click on **New**.
 - ➔ The page **New contact** opens.
4. Edit the fields on the page **New contact**.

! Important: The email address cannot be adjusted after saving it.

5. Click on  on **Save**.
 - ➔ The contact will be added.
 - ➔ The contact can log in to iqs QC - Supply Chain with the specified email address (username).
 - ➔ The contact details are displayed and can be edited further.

4.13.3.3 Edit contact data





The permission **Administrate contacts** must be active for your user account.

[Start page](#) / [Contacts](#) / [demouser2@iqs.de](#)

demouser2@iqs.de

Title	<input type="text" value="Mr."/>
Name	<input type="text" value="User"/>
First name	<input type="text" value="Demo"/>
Department	<input type="text" value="QM"/>
Position	<input type="text" value="QML"/>
Phone	<input type="text" value="07223/281480"/>
Mobile phone	<input type="text"/>
Language	<input type="text" value="Deutsch"/>
Administrate contacts	<input checked="" type="checkbox"/>

To edit the contact details of a contact, proceed as follows:

1. Open the **Start page**.
2. Click on  in the menu bar on **Contacts**.
3. Search for the desired contact in the overview.
4. Click on  on **Edit**

➡ The contact details are displayed.






5. Edit the desired data.

➡ The changes are saved automatically.

! Important: The email address is the user name of the contact. The email address is stored when the contact is created and cannot be changed.

4.13.3.4 Delete Contacts

To delete a contact, proceed as follows:

1. Click on  on the **Start page**.
 - ➔ The start page opens.
2. Click on  in the menu bar on **Contacts**.
 - ➔ The page **Contacts** opens.
3. Click on  in the row of the contact that shall be deleted, on .
 - ➔ The note dialog "Delete" is displayed.
4. Click on  in the note dialog "Delete" on **OK**.
 - ➔ The contact will be deleted. The corresponding user account in iqs QC - Supply Chain can no longer be used.

! Important: You cannot delete your own user account.

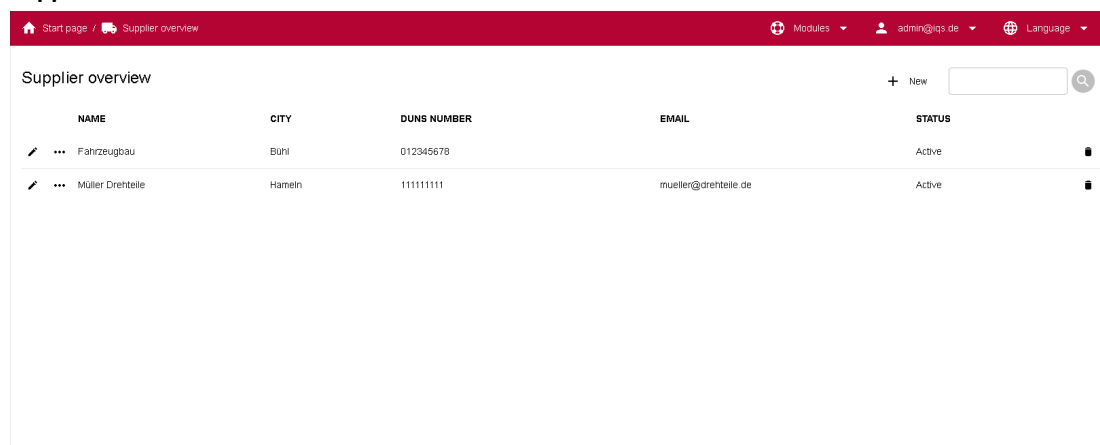
4.13.4 Supplier overview (customers only)

! Important: This page is only available to you if you are logged in as a customer in iqs QC - Supply Chain.

The page **Supplier overview** displays all suppliers who have been registered for your iqs QC Supply Chain. The suppliers are displayed in an overview table.




To open the page **Supplier overview**, Click on  in the **Start page** in the menu bar in the section **Administration** on

Suppliers.



NAME	CITY	DUNS NUMBER	EMAIL	STATUS
Fahrzeugbau	Bühl	012345678		Active
Müller Drehteile	Hamein	111111111	mueller@drehteile.de	Active

The page **Supplier overview** consists of the following elements:

Element	Description
New	Here you can add a new suppliers.
Search	Here you can search for a supplier in the Supplier overview .
 Edit	Click on  here to open the data record of the supplier.
...	Here you can display the following additional options <ul style="list-style-type: none"> • Contacts • Activate • Deactivate
Contacts	Here you can open the overview Contacts for the selected supplier.
Activate	Here you can activate the supplier manually for iqs QC - Supply Chain if the supplier has previously been registered.
Deactivate	Here you can deactivate the supplier for iqs QC - Supply Chain if the supplier should no longer have access to iqs QC - Supply Chain.
Name	The company name of the supplier is displayed here.
City	The location of the supplier is displayed here.
DUNS number	The DUNS no. of the supplier will be displayed here.
Email	The email address of the supplier is displayed here.
Status	The status of the supplier is displayed here. The following statuses are possible: <ul style="list-style-type: none"> • Active • Deactivated When the status is Active , the supplier can access the data in iqs QC - Supply Chain. If the status is Deactivated, the supplier contacts cannot access iqs QC - Supply Chain.
 Delete	Here you can delete the selected supplier. <div style="border: 1px solid black; background-color: #f0f0f0; padding: 10px; margin-top: 10px;"> <p>! Important: The data record can only be deleted if no data has yet been uploaded to iqs QC-Supply Chain for the supplier.</p> </div>

4.13.4.1 Create Suppliers (customers only)



This function is only available to you if you are logged in as a customer in iqs QC - Supply Chain.
The permission **Administrare suppliers** must be active for your user account.

On the page **Supplier overview** you can create a supplier.

To create a new supplier, proceed as follows:

1. Click on  on the page **Supplier overview** on **New**.

➡ The page **Create supplier** opens.

2. Enter the supplier data and the contact details.

3. Click on  on **Save**.

➡ The supplier is created and activated directly.

! Important:

The supplier is not automatically informed about the created access to iqs QC - Supply Chain. Inform the supplier about the creation of the access and inform the supplier about the entered password. Alternatively, the supplier can use the "**Forgot password?**" function on the login page to request a new password.

! Hint:

The supplier can use the function **Register** on the login page of iqs QC - Supply Chain to enter all data independently and register. The supplier data will then be displayed in your **supplier overview** immediately after registration.

[Supplier overview \(customers only\)](#)

[Contact data](#)

4.13.4.2 Edit Supplier Data (customers only)

! **Important:** This page is only available to you if you are logged in as a customer in iqs QC - Supply Chain.





The permission **Administrare suppliers** must be active for your user account.

You can adjust supplier data at any time or activate / deactivate web editing for the supplier.

To adjust supplier data, proceed as follows:

1. Open the **Start page**.



2. Click on  in the menu bar on **Suppliers**.
3. Search for the desired supplier in the overview.
4. Click on  on **Edit**
 - ➔ The supplier details are displayed on the page **Company data**.
5. Edit the desired data.
 - ➔ The changes are saved automatically.

4.13.4.3 Open supplier contacts (*customers only*)

! Important: This page is only available to you if you are logged in as a customer in iqs QC - Supply Chain.

On the page **Supplier overview** you can open the supplier contact overview to view supplier contacts who have a user account for iqs QC - Supply Chain.

To edit the contacts of a supplier, proceed as follows:



1. Click on  in the supplier overview on "...".
2. Click on  in the drop-down menu on **Contacts**.
 - ➔ The page **Contacts** is displayed.

4.13.4.4 Activate/ Deactivate Suppliers (*customers only*)

! Important: This function is only available to you if you are logged in as a customer in iqs QC - Supply Chain.

On the page **Supplier overview** you can activate / deactivate a supplier. Only when a supplier has been activated can he/she log into iqs QC - Supply Chain and access the data. If a supplier should no longer be able to access the data in iqs QC - Supply Chain, he/she can be deactivated.

To activate a supplier, proceed as follows:

1. Click on  in the supplier overview on "...".
2. Click on  in the drop-down menu on **Activate**.

! Hint: The option **Activate** can only be selected if the supplier's status is **Deactivated**.

- ➔ The supplier is activated and can register in iqs QC - Supply Chain.

! Hint:

If the supplier's status is **Active**, you can deactivate the supplier. For this option, select **Deactivate** from the drop-down menu.

4.13.5 Add Imprint (*customer only*)



As a customer, you can add an imprint on the page **Imprint**.

The Imprint is displayed to the supplier in read-only format on the page **Imprint**.




In order to be able to add an imprint, you must be logged in as a **Customer** in iqs QC - Supply Chain.

To add an imprint, proceed as follows:

1. Open the page **Imprint**.
2. Click on  in the field **Choose**.
 - ➔ Windows Explorer opens.
3. In Windows Explorer, select the file that contains your Imprint and click  on **Open**.

! Important: The selected file must be HTML-convertible (e.g. .docx, .rtf, .txt or .html).

- ➔ The file is uploaded to iqs QC - Supply Chain and displayed on the page **Imprint**.
4. Click on  on **Release**.
 - ➔ The Imprint is displayed as read-only on your supplier's **Imprint**.

4.13.6 Add Privacy Policy (*customer only*)


As a customer, you can add an individual privacy policy on the page **Privacy policy**.

This privacy policy is displayed to the supplier in read-only format on the page **Privacy policy**.



In order to be able to add a Privacy policy, you must be logged in as a **Customer** in iqs QC - Supply Chain.

To add a Privacy policy, proceed as follows:

1. Open the page **Privacy policy**
2. Click on  in the field **Choose**.

➔ Windows Explorer opens.

3. In Windows Explorer, select the file that contains your Privacy policy.

! **Important:** The selected file must be HTML-convertible (e.g. .docx, .rtf, .txt or .html).

➔ The file is uploaded to iqs QC - Supply Chain and displayed on the page **Privacy policy**.

4. Click on  on **Release**.

➔ The Privacy policy appears as read-only on your suppliers' **Privacy policy** page.

5. Typical Processes

In the following chapters you will find processes and instructions that are typically required for working in iqs ISIR - Supply Chain.

5.1 Perform sampling

! Important: The details and specifications of the sampling must be agreed with the customer in advance.






In order to carry out sampling in iqs QC - Supply Chain, the following requirements must be met:

- Your customer has exported the corresponding target report to iqs QC - Supply Chain. The target report is displayed in the **Inbox** overview.
- The option **Web editing** is activated.

If you have received a target report from your customer, you can edit it directly in iqs QC - Supply Chain.

To perform sampling, proceed as follows:


1. Click on  on the page **Inbox** of the initial sample inspection report you want to edit.
 - ➔ The initial sample inspection report is opened.
2. Edit the various pages of the ISIR cover sheet, as agreed with the customer.
3. Enter your actual values on the page **Measurement sheet** for all required positions.
4. When you have completed sampling, click  on **Send back** in the header.
 - ➔ The dialog **ISIR - Send back** opens.
5. Enter the requested information in the dialog **ISIR - Send back** and click  on **Send**.
 - ➔ The ISIR is transmitted to the customer.
 - ➔ The customer will be informed by email.

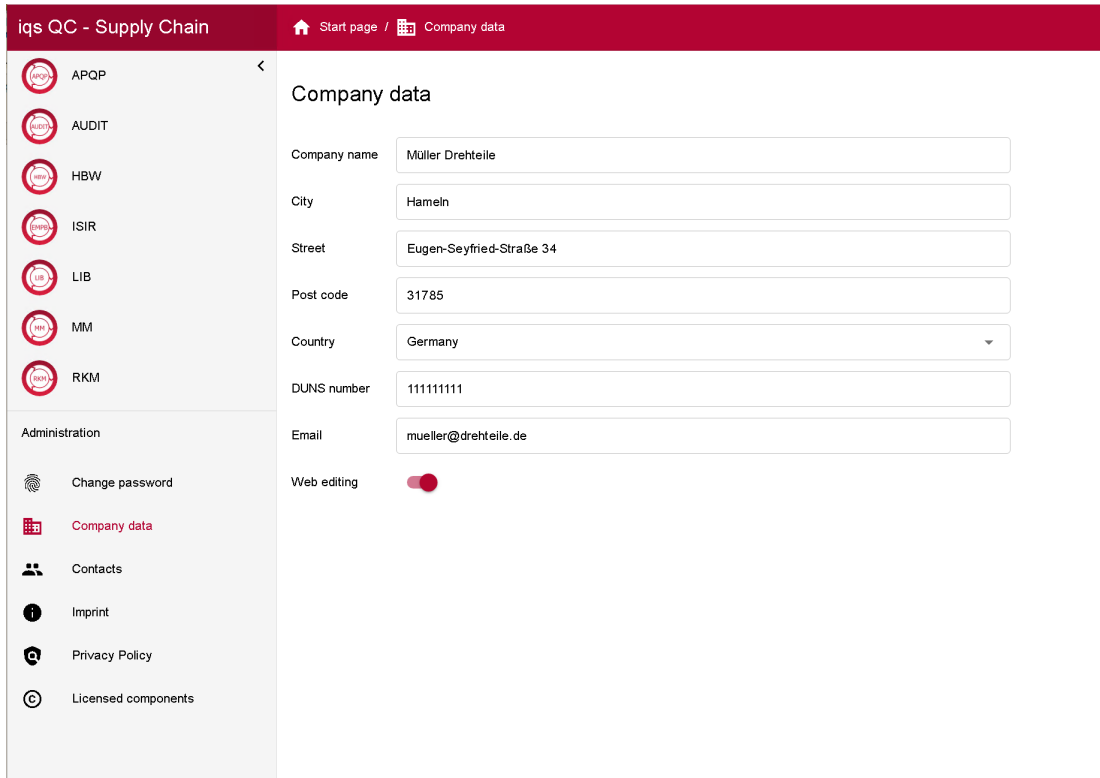
5.2 Activate/Deactivate web editing

Activate web editing to edit data records directly in iqs QC - Supply Chain.

To activate web editing, proceed as follows:

1. Open the page **Company data**.

2. Click on  on the control switch **Web editing**.



The screenshot shows the 'Company data' form in the 'iqs QC - Supply Chain' system. The 'Web editing' toggle switch is turned red, indicating it is active. The form contains the following fields:

- Company name: Müller Drehteile
- City: Hameln
- Street: Eugen-Seyfried-Straße 34
- Post code: 31785
- Country: Germany
- DUNS number: 111111111
- Email: mueller@drehteile.de

The 'Web editing' toggle switch is currently turned red, indicating it is active.

Diagram 1 Activated Web editing



- ➔ Control switch turns red.
- ➔ Web editing is activated.

! Hint:

To deactivate web editing, repeat the above steps. Web editing is deactivated when the control switch is gray.

5.3 Open Initial Sample Inspection Reports

To open an initial sample inspection report, proceed as follows:

1. Open the page **Inbox / Archive** in the iqs ISIR - Supply Chain module.
2. Click on  in the overview table in front of the desired ISIR on .

! Hint: Alternatively click   in the overview table on the ISIR.

➡ The ISIR is opened.

! Important: Archived ISIRs can only be opened read-only.

[Inbox](#)

[Archive](#)


5.4 Download ISIR


Download ISIR to edit the ISIR in iqs QC (full version).



In order for the ISIR download function to appear, web editing must be disabled.

To download an ISIR, proceed as follows:

1. Open the overview **Inbox**.
2. Search the desired ISIR
3. Click on  in the overview in front of the desired ISIR on **Download**.

 [Start page](#) / [ISIR](#)

Inbox

		CUSTOMER	PART NUMBER	PART NAME	EXCHANGED
+		iqs Software GmbH	4808 A	Steckergehäuse (T4808-Z4808)	20.07.2022
		iqs Software GmbH	9715 A	Welle	20.07.2022

Diagram 2 Download ISIR

➡ The ISIR is downloaded as a zip.sec file and saved in your download directory.

[Web editing activation / deactivation](#)


[Search data](#)

[Inbox](#)

5.5 ISIR as information only

Initial sample inspection reports can be sent to the supplier as part of the PPF procedure before the actual sampling (VDA 2. 6th edition) for information only. The corresponding ISIR can subsequently only be opened and archived in iqs QC - Supply Chain, not edited.

To view initial sample inspection reports in iqs QC - Supply Chain that were sent for information only, proceed as follows:

1. Open the page **Information**.
2. Click on  in the overview on the ISIR you wish to open.
 - ➔ The ISIR opens and is displayed as read-only.
 - ➔ For ISIRs opened for the first time, the status changes from **Unread** to **Read**.

! **Hint:** Once you have taken note of the ISIR, you can manually move it to the archive.

ISIR with the status **Read** are automatically moved to the archive after 30 days.

[Information](#)

[Archive initial sample inspection report](#)




Information on exporting an ISIR "For information only" can be found in the separate documentation "iqs ISIR- Initial Sample Inspection Report".

5.6 Archive Initial Sample Inspection Reports

Archive an initial sample inspection report if you do not want the initial sample inspection report to be processed further or to cancel it.

To archive an initial sample inspection report, proceed as follows:

1. Open the page **Inbox** / **Information** in the iqs ISIR - Supply Chain module.
2. Click on  in the overview table in front of the desired ISIR on "" .
 - ➔ The context menu opens.

Inbox

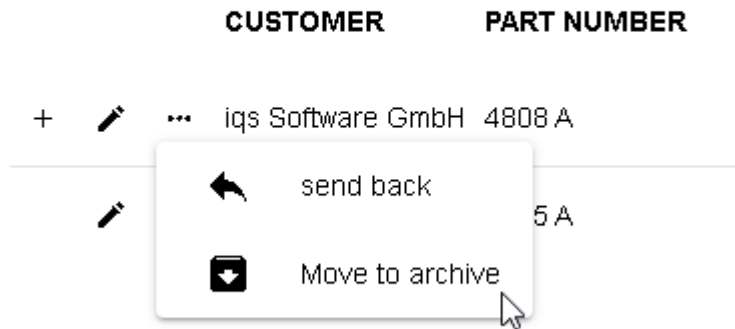



Diagram 3 Archive initial sample inspection report

3. Click on  in the context menu on **Move to archive**.

➡ The ISIR will be moved to the archive and is read-only.

! Important:

The archive will be regularly deleted by the customer (automatic service). You can save the ISIR as a report **Cover sheet / Measurement sheet** for your internal documentation.



5.7 Revoke archive

Revoke archive of an initial sample inspection report in order to move it to the **Inbox** and be able to process it further.

! Important:

The function is only available if you archived the initial sample inspection report manually and have the status "canceled".

To revoke archiving, proceed as follows:

1. Open the page **Archive** in the iqs ISIR - Supply Chain module.
2. Click on  in the overview table in front of the desired ISIR on .

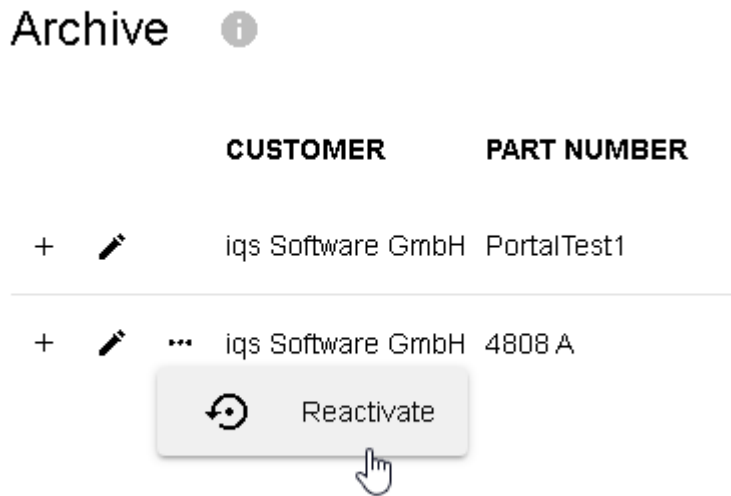



Diagram 4 Option "Reactivate"

- ➡ The context menu opens.
- 3. Click on  on **Reactivate**.
- ➡ The initial sample inspection report will be moved to the **Inbox** and can be edited. The initial sample inspection report has the status "Reactivated".

[Archive initial sample inspection report](#)

[Archive](#)

5.8 Add cavities

You can create additional cavities for your tool on the page **Cavity list**.

To add a new cavity, proceed as follows:

1. Open the page **Cavity list**.
2. Enter the desired cavity number in the bottom field in the **cavity no.** column.
3. Press the **ENTER** key
 - ➡ The new cavity is added and can be used in the measurement sheet.
4. (optional) Enter a name for the cavity in the column **Description**.
 - ➡ The name will be saved automatically.

[Cavity list](#)



5.9 Delete cavities

! Important:

If a cavity is deleted, all existing measurement values are also deleted.

You can delete existing cavities on the page **Cavity list**.


To delete a cavity, proceed as follows:

1. Click on  on the page **Cavity list** behind the cavity that shall be deleted on **Delete**.
 - ➔ The message dialog **Delete** is opened.
2. Click on  on **OK**.
 - ➔ The selected cavity is deleted.

[Cavity list](#)

5.10 Enter Measured values


! Important:

Measured value input always refers to the selected cavity. Click on  in the section **Measured value input** on the cavity where you wish to enter measured values.

On the page **Measurement sheet**, you can enter the actual values for the part to be sampled in the section **Measured value input**.

Cavity No.		Measured values		
1 - P1-65.V		PART	SUPPLIER	
	NEW			mm
2	16			mm OK
3	16,2			mm OK
4	16,5			mm OK
5	16,7			mm NOT OK

To enter measured values for a position, proceed as follows:

1. Click on  in the section **Position navigator** on the position where you wish to enter measured values.
2. In the section **Measured value input**, click on the field **New**
3. Enter the measured actual value.

4. Press the enter key to confirm the entry.

- ➔ The measured value is saved.
- ➔ Another row appears in the table and you can enter the next measured value.
- ➔ If the measured value is within the tolerance, a green **OK** appears after the measured value. If the measured value is outside of the tolerance, a red **not OK** appears after the measured value.

[Measurement Sheet](#)

[Position navigator](#)




[Drawings \(Measurement sheet\)](#)

[Section "Measured value input"](#)


5.11 Edit attributive characteristics

On the page **Measurement sheet**, in the section of **Measured value input**, attributive characteristics can be edited, provided that the position has been marked as attributive by the customer.

To edit an attributive characteristics, proceed as follows:

1. Click on  in the section **Position navigator** on the position you wish to edit.
 2. Click on  in the section **Measured value input** on the cavity where you wish to edit the characteristic.
 3. Click on  in the check box **OK** or **not OK** and if necessary enter a reason in the field **Attributive**.
- ➔ The entry will be saved for the selected cavity.

! Hint:

Click on  the icon **Use for all cavities** to apply the decision to all other cavities.

[Measurement Sheet](#)

[Position navigator](#)




[Drawings \(Measurement sheet\)](#)

[Section "Measured value input"](#)

5.12 Delete measured values

On the page **Measurement sheet**, you can delete already entered actual values in the section **Measured value input**.

To delete an existing measured value, proceed as follows:

1. Click on  in section **Position navigator** on the position where you wish to delete an existing characteristic.
➔ The existing measured values are displayed in the section **Measured value input**.
2. (optional) Click on  on the cavity with an existing measured value.
3. Click on  on the right of the measured value that shall be deleted on **Delete**.
➔ The message **Delete** appears.
4. Click in the message **Delete** on **OK**.
➔ The selected measured value is deleted.

5.13 Show Short-Term Capability

! **Important:** The short-term capability is calculated automatically. The fields in the window **Short-Term Capability** are read-only.



In order for you to be able to display the statistics on the short-term capability for a position, there must be at least 2 measured values for this position.

You can display short-term capability statistics for items on the page **Measurement sheet**.

✕

Machine capability

Parameter

Cmk	1.66
Factor s	3.00

Statistical values


Measured values	2
Min. value	22.00
Max. value	22.00
Range	0.00
Mean value	22.00
Standard deviation	0.00
Cm	1000.00
Cmk1	1000.00
Cmk2	1000.00

Necessary tolerance

Upper limit	
Lower limit	

📈 **PART SUPPLIER**

To display the short-term capability of a position, proceed as follows:

1. Click on  in the section **Position navigator** on the position where you wish to show the short-term capability.

2. Click on  in the section **Measured value input** next to the corresponding cavity on **Statistics**.

➡ The window **Short-term capability** opens.

! Hint:

The more measured values are available for a position the more meaningful a statistic is.

5.14 Export measured values


On the page **Export / Import (measuring data)**, measured values can be imported and exported in various formats.



If you want to export the measured values in the **QDX format**, the following requirements must be met:

- The initial sample inspection report has the report type PPAP4 or VDA 2 - 4th edition.
- The **Ordering number** and / or **Order number** of the purchaser was provided.
- The supplier's **drawing number** has been specified.
- The **Modification date** of the drawing was provided.
- Nominal values were provided for all positions.
- Tolerances were provided for all positions.

To export measured values, proceed as follows:

1. Open the page **Export/Import (Measured values)**.
2. Click on  next to the desired export format on the symbol **Export**.

➡ The measured values is exported in the selected format.

[Measured values - file formats](#)

[Measured values - .txt file](#)

[Import measured values](#)

5.15 Import measured values

On the page **Import/Export (measuring data)**, you can import measured values (actual values) from various data formats into the initial sample inspection report.

Depending on the format, additional information must be specified during import. The specifications and instructions for importing the various file formats can be found in the following chapters:

- [Import measured values](#)
- [Import Measured Values \(.QDX Format\)](#)


5.15.1 Import measured values



The measurement data must be available in the protocol file in a specific format.
 The numbers of the positions to be inspected in the initial sample inspection report must be included in the protocol file.

On the **Import/Export (measuring data)** page, actual values can be imported using the **Import measurement data** wizard.

To import the measured values via a .txt format or a measuring machine protocol to iqs QC -Supply Chain, proceed as follows:

1. Click on  in the **Import** area on **Import measurement data**.


➡ The **Import measurement data** wizard opens.

2. Select the desired protocol format in the **Protocol format** field.


! Hint:

Optional:

- Enter the prefix of the positions for which the measured values shall be imported in the **Prefix for positions** field.
- In the **Truncate position no at this character** drop-down menu, select the place where the position number should be truncated, e.g. (at the first) underscore.

3. Click on  in the **Protocol file** area in the field in the **File** column for the cavity for which you want to import measurement data.

➡ Windows Explorer opens.

4. In Windows Explorer, select the desired protocol file/ .txt file and click  on **Open**.

➡ The .txt file will be displayed for the selected cavity in the field **File**.

5. Click on  on **Next**.

➡ The **Measurement data** step is displayed.

➡ The actual values from the file are displayed in a table.

6. Select the measured values to be imported.

! Hint:

You can use the **Select all / Select none function** to select or deselect all positions at the same time.

7. Click on  on **Next**.

➡ The **Options** step is displayed.

8. Select the desired option.

9. Click on  on **Done**.

➡ The measurement data is imported from the measurement data file into the initial sample inspection report.

[Measured values in .txt file](#)

[Measured values - file formats](#)

[Export / Import \(measured values\)](#)

[Wizard "Import measurement data"](#)


5.15.2 Import measured values (.qdx-Format)

On the page **Import/Export (measured values)**, you can import actual values via a .qdx file into the initial sample inspection report.

To import actual values via a .qdx file, proceed as follows:

1. Click on  in the section **Import in QDX-Format** in the field **QDX file**.

➡ Windows Explorer opens.

2. In Windows Explorer, select the desired .qdx file and click  on **Open**.

➡ The selected .qdx file will be displayed in the field **QDX file**.

! Hint:

It is optional to add a .qdx extension file via the field **QDX extension file**.

3. Click on  on **Import**

➡ Actual values from the .qdx file are imported into the initial sample inspection report.


5.16 Send back Initial Sample Inspection Reports

! Important:

Once the initial sample inspection report has been sent back to the customer, it can no longer be edited.

When the initial sample inspection report has been fully edited, it can be sent back to the customer.

To send back an initial sample inspection report, proceed as follows:

1. Open the initial sample inspection report
2. Open the page **Administration**
3. Click on  on the page **Administration on send back**.

➡ The dialog **ISIR - send back** opens.

4. (optional) Edit the fields **Message to email receiver** and **further email receivers**.

5. Click on  on **Send**.

➡ The initial sample inspection report is sent back to the customer.

➡ The initial sample inspection report will be moved to the **Archive** and can no longer be edited.

! Hint:

Alternatively, call up the dialog **ISIR- Send back** via the function **Send back** in the header or under the other options on the page **Inbox**.

[Dialog "ISIR - Send back" \(without customer target report\)](#)

[Administration](#)

5.17 Send back Initial Sample Inspection Report (without customer target report)






In order for an initial sample inspection report to be sent back without a customer target report, the following requirements must be met:

- Web editing in iqs QC - Supply Chain is deactivated.
- The initial sample inspection report is available as a .SEC file.

You can send an initial sample inspection report to your customer as a .SEC file using the function **Export without customer target report**. The customer does not have to have sent you a target report via iqs QC - Supply Chain.

To send back an initial sample inspection report to your customer without a previous customer target report, proceed as follows:

1. Click on  in the editor section of the page **Inbox**
 - ➔ The context menu opens.
2. Click on  in the context menu on **Export without customer target report**
 - ➔ The dialog **ISIR - Send back** opens.
3. In the field **Select .SEC file**, select the .SEC file to be sent to the customer.
4. Enter all requested data in the fields of the dialog.
5. Click on  on **Send**.
 - ➔ The initial sample inspection report is sent to the customer.

[Dialog "ISIR - Send back"](#)

[Download ISIR](#)

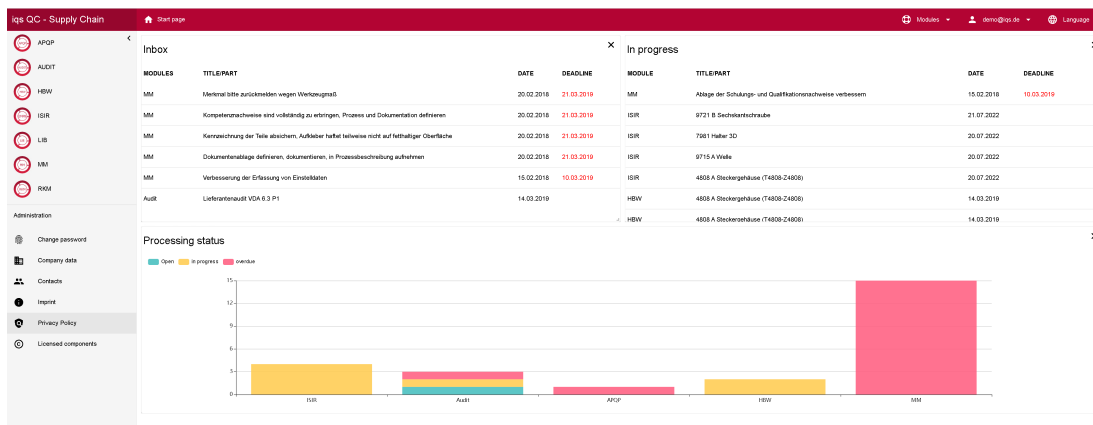
[Activate/Deactivate web editing](#)

6. Supply Chain Components

The following chapters provide an overview of the GUI elements that are included in iqs ISIR - Supply Chain:

- [Start page](#)
- [Inbox](#)
- [Archive](#)
- [Complaint - 8D-SupplyChain](#)
- [Documents](#)
- [Wizard "Action"](#)

6.1 Start page



On the start page you can see different evaluations at a glance and open the displayed modules and data records. Via administration you can set various settings for iqs QC -Supply Chain and manage company data and contacts.

! Important:

Only those modules that you have a license for or that were provided to you by your customer are displayed.

6.2 Inbox

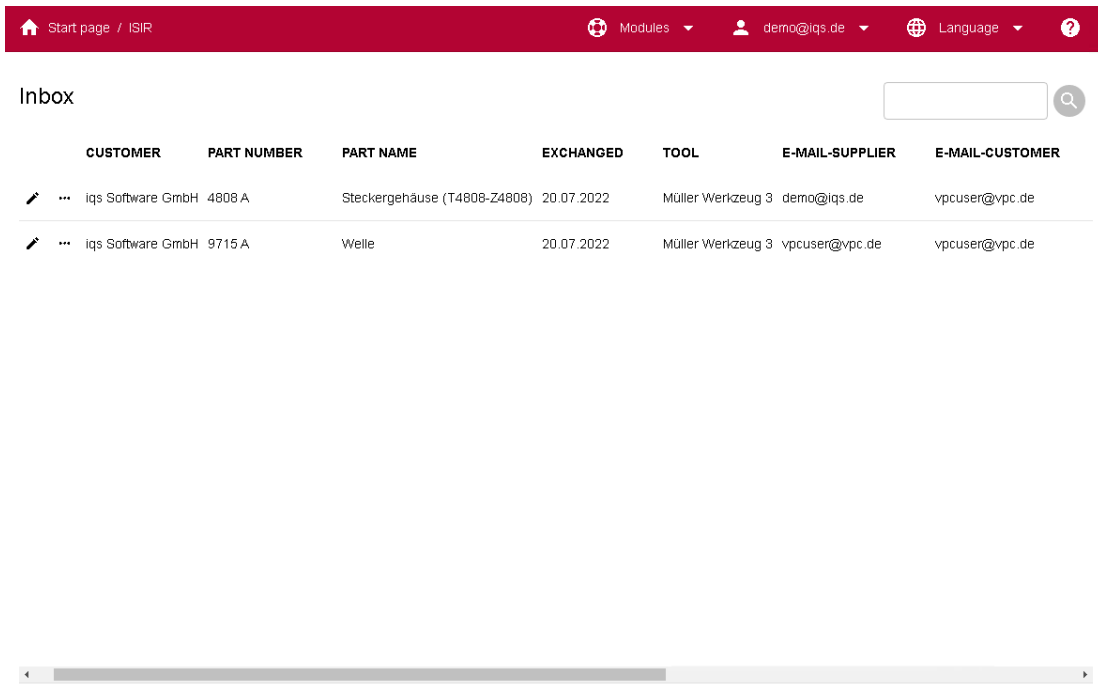



Diagram 5 Supply Chain ISIR - page "Inbox"

The page **Inbox** shows all ISIRs that need to be edited.

The most important information about each ISIR is presented in an overview table.

The table contains the following options and information:

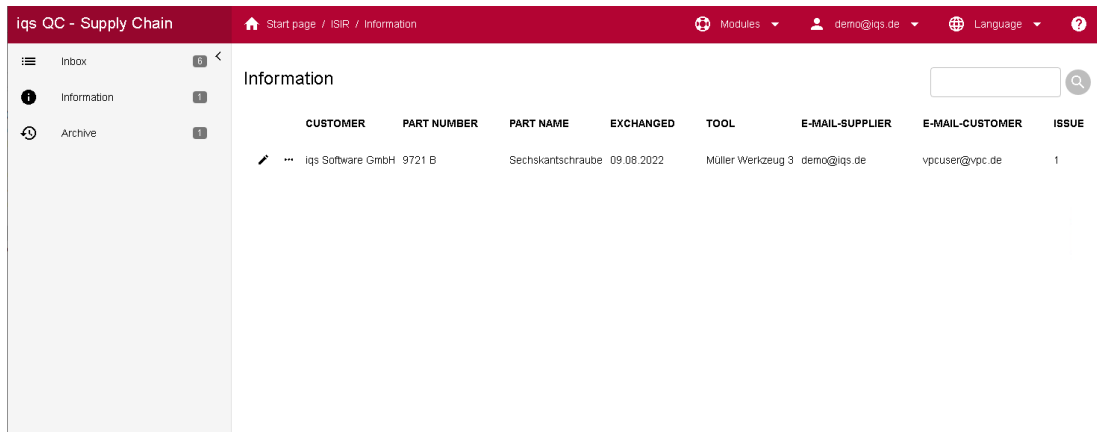
Element	Description
+ -	Here you can show or hide the previous versions of an ISIR.
	Here you can open the selected ISIR data record as read-only.
...	Here you can select more options, e.g. Send back .
Customer	The company name of the customer is displayed here.
Part number	The part number that is sampled is displayed here.
Part Name	The name of the part being sampled is displayed here.
Exchanged	The date when the ISIR was sent for sampling is displayed here.
Tool	The name of the tool used to manufacture the part to be sampled is displayed here.
Email Supplier	The email address of the supplier who has to carry out the sampling is shown here.

Element	Description
Email Customer	The email address of the customer requesting the sampling is displayed here.
Issue	This column displays the issue number of the ISIR.
Inspection Plan No.	Here the inspection report no. is displayed.
Sample Date	This column displays the sample date.
Comment	The comment is displayed here entered by the customer when sending the ISIR.
Status	<p>This column displays the status of the ISIR. The following statuses can exist for an ISIR on the page Inbox:</p> <ul style="list-style-type: none"> • Unedited: The ISIR has not yet been opened. • In process: The ISIR is being edited. The ISIR receives this status as soon as it is opened. • Reactivated: The ISIR was moved from the archive to the Inbox. • Downloaded: The ISIR was downloaded. (This status is only possible when web editing is deactivated)
Status date	The date when the status was last changed is displayed here.




6.3 Information

On the page **Information**, all ISIR that the customer has sent to the supplier "for information only" are displayed.

! Hint: ISIR sent to the supplier for information only are read-only and can only be viewed and archived.



The table on the page **Information** contains the following columns:

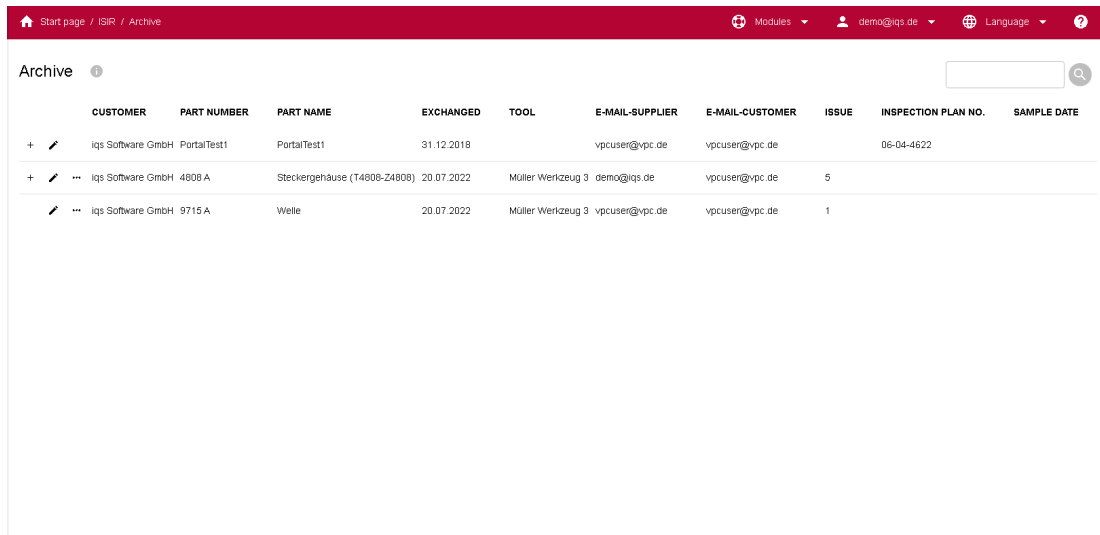
Element	Description
	Here you can show or hide the previous versions of an ISIR.
	Here you can open the selected ISIR data record as read-only.
	Here you can archive the ISIR. The ISIR will be moved to the Archive .
Customer	The company name of the customer is displayed here.
Part number	The part number that is sampled is displayed here.
Part name	The name of the part being sampled is displayed here.
Exchanged	The date when the ISIR was transmitted for information only is shown here.
Tool	The name of the tool used to manufacture the part to be sampled is displayed here.
Email Supplier	The email address of the supplier who has to carry out the sampling is shown here.
Email Customer	The email address of the customer requesting the sampling is displayed here.
Issue	This column displays the issue number of the ISIR.
Inspection Plan No.	Here the inspection report no. is displayed.
Sample Date	This column displays the sample date.
Comment	The comment is displayed here entered by the customer

Element	Description
	when sending the ISIR.
Status	This column displays the status of the ISIR. The following statuses can exist for an ISIR on the page Information : <ul style="list-style-type: none"> • Unread: The ISIR has not yet been opened. • Read: The ISIR was already opened.
Status date	The date when the status was last changed is displayed here.

[ISIR as information only](#)


6.4 Archive

All ISIR that have been archived or sent back are displayed on the page **Archive**. You can view the most important information of the ISIR in the overview table, open data records as read-only and revoke archiving.



	CUSTOMER	PART NUMBER	PART NAME	EXCHANGED	TOOL	E-MAIL-SUPPLIER	E-MAIL-CUSTOMER	ISSUE	INSPECTION PLAN NO.	SAMPLE DATE
+ /	Iqs Software GmbH	PortalTest1	PortalTest1	31.12.2018		vpcuser@vpc.de	vpcuser@vpc.de		06-04-4622	
+ /	Iqs Software GmbH	4808 A	Steckergehäuse (T4808-Z4808)	20.07.2022	Müller Werkzeug 3	demo@iqs.de	vpcuser@vpc.de	5		
/	Iqs Software GmbH	9715 A	Welle	20.07.2022	Müller Werkzeug 3	vpcuser@vpc.de	vpcuser@vpc.de	1		

The table contains the following options and information:

Element	Description
+ -	Here you can show or hide the previous versions of an ISIR.
	Here you can open the selected ISIR data record as read-only.

Element	Description
<p>...</p>	<p>Here you can revoke archiving if necessary. The ISIR will then be shown again in the Inbox.</p> <p>This function is not available for sent back ISIR.</p>
<p>i</p>	<p>If this symbol is displayed for an ISIR, the ISIR was sent "for information only" to iqs QC - Supply Chain and then archived.</p>
<p>Customer</p>	<p>Here the company name of the customer is displayed here.</p>
<p>Part number</p>	<p>The part number that is sampled is displayed here.</p>
<p>Part name</p>	<p>The name of the part being sampled is displayed here.</p>
<p>Exchanged</p>	<p>The date when the ISIR was sent for sampling is displayed here.</p>
<p>Tool</p>	<p>The name of the tool used to manufacture the part to be sampled is displayed here.</p>
<p>Email Supplier</p>	<p>The email address of the supplier who has to carry out the sampling is shown here.</p>
<p>Email Customer</p>	<p>The email address of the customer requesting the sampling is displayed here.</p>
<p>Issue</p>	<p>This column displays the issue number of the ISIR.</p>
<p>Inspection Plan No.</p>	<p>Here the inspection report no. is displayed.</p>
<p>Sample Date</p>	<p>This column displays the sample date.</p>
<p>Comment</p>	<p>The comment is displayed here entered by the customer when sending the ISIR.</p>
<p>Status</p>	<p>This column displays the status of the ISIR. The following statuses can exist for an ISIR on the page Archive:</p> <ul style="list-style-type: none"> • Replied: The ISIR was returned. • Canceled: The ISIR was manually moved to the archive. • Archived: The ISIR was sent "for information only" to iqs QC - Supply Chain and moved from the page Information to the archive.
<p>Status date</p>	<p>The date when the status was last changed is displayed here.</p>

! Important:

The archive content will be regularly deleted by the customer. Use the function **Print** on the page **Administration** to download ISIR reports for internal archiving.

[Open Initial Sample Inspection Reports](#)

[Archive initial sample inspection report](#)

[Revoke archive](#)

[Administration](#)

6.5 ISIR Cover Sheets

In iqs ISIR - Supply Chain, sampling can be carried out with different cover sheet types. The cover sheet types reflect the relevant common standards.

! Important:

The cover sheet type cannot be adjusted in iqs ISIR - Supply Chain. The cover sheet type is usually specified by the customer in iqs QC (full version) and may not be changed by the supplier.

The following cover sheet types can be processed with iqs ISIR - Supply Chain:

- [VDA 2 \(4th edition\)](#)
- [VDA 2 \(5th edition\)](#)
- [VDA 2 \(6th edition\)](#)
- [PPAP \(4th edition\)](#)

6.5.1 Cover Sheet VDA 2 (4th edition)

The cover sheet VDA 2 (4th edition) consists of the following pages that can be displayed and if necessary edited in iqs QC - Supply Chain:

- [Master data \(VDA 2 - 4th edition\)](#)
- [Customer \(VDA 2 - 4th edition\)](#)
- [Supplier \(VDA 2 - 4th edition\)](#)
- [Enclosure / Decision \(VDA 2 - 4th edition\)](#)

6.5.1.1 Master data (VDA 2 - 4th edition)

On the page **Master data** you can view and edit basic data of the initial sample inspection report.

! Important:

As a rule, the information on the page **Master data** is specified and maintained by the customer.

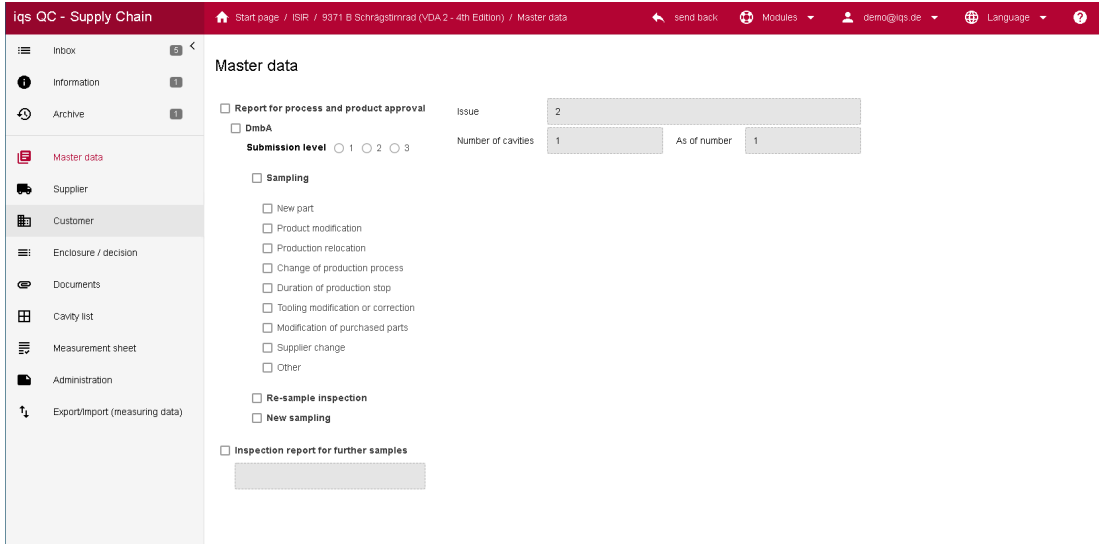


Diagram 6 Cover Sheet VDA 2 - 4th edition: Master data

The page **Master data** contains the following information:

Element	Description
Reason for report	<p>The page states the reason and, if applicable, the submission level required for reporting. The following reasons are available:</p> <ul style="list-style-type: none"> • Report for process and product approval • Inspection report for further samples:
Trigger for sampling	<p>Here you enter the trigger for sampling. The following triggers are available:</p> <ul style="list-style-type: none"> • Sampling <ul style="list-style-type: none"> ○ New part ○ Product modification ○ Production relocation ○ Change of production process ○ Duration of production stop

Element	Description
	<ul style="list-style-type: none"> ○ Tooling modification or correction ○ Modification of purchased parts ○ Supplier change ○ Other • Re-sample inspection • New sampling
Issue	The copy of the initial sample inspection report is shown as read-only here.
Number of cavities	This column displays the number of cavities.
As of number	This column displays the numbering of the cavities.

6.5.1.2 Supplier (VDA 2 - 4th edition)

On the page **Supplier**, edit the supplier information for the initial sample inspection report.

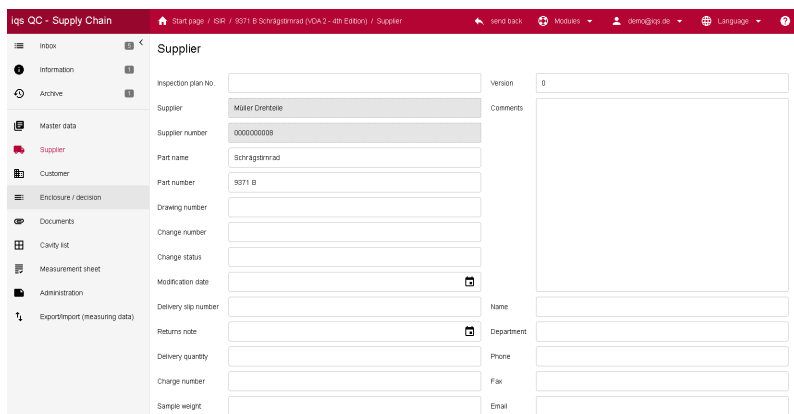


Diagram 7 Coversheet VDA 2 - 4th edition: Supplier

On the page **Supplier** you can record the following supplier information:

Element	Description
Inspection plan no.	Enter the inspection report number .
Supplier	The name of the supplier is displayed here read-only. The data is maintained by the customer and automatically transferred to iqs QC-Supply Chain.
Supplier number	The supplier number is displayed here read-only. The

Element	Description
	data is maintained by the customer and automatically transferred to iqs QC-Supply Chain.
Part name	Enter the name of the part being sampled here.
Part number	Enter the part number of the part here that is being sampled.
Drawing number	Enter the drawing number of the CAD drawing that is available for the part to be sampled.
Change number	If required, enter the change number of the sampled part.
Change status	Enter the current change status here.
Modification date	Select the date of the change status.
Delivery slip no.	Enter the delivery slip number here of the part to be sampled.
Returns note	Enter the date of the returns note here.
Delivery quantity	Enter the number of sample parts here.
Charge number	Enter the charge number if the sampled part is part of a specific charge.
Sample Weight	Enter the weight of the sample part here.
IMDS No.	Enter the IMDS no. . If the check box in front of this field is activated, the supplier confirms that the material data is managed in the IMDS system under the specified number.
Version	Enter the version number and / or the version index of the initial inspection report.
Comment	Enter any comment if required.
Name	Enter the name of the person who edited the ISIR.
Department	Enter the department of the person who edited the ISIR.
Phone	Enter the telephone number of the person who edited the ISIR.

Element	Description
Fax	Enter the fax number of the person who edited the ISIR.
Email	Enter the email address of the person who edited the ISIR.
Date	Select the date when the ISIR was edited.

6.5.1.3 Customer (VDA 2 - 4th edition)

The data of the ISIR from the customer's point of view are displayed on the page **Customer**.

! Important:

The page **Customer** is read-only. The data is processed by the customer in iqs QC (full version) and transferred to iqs QC - Supply Chain.

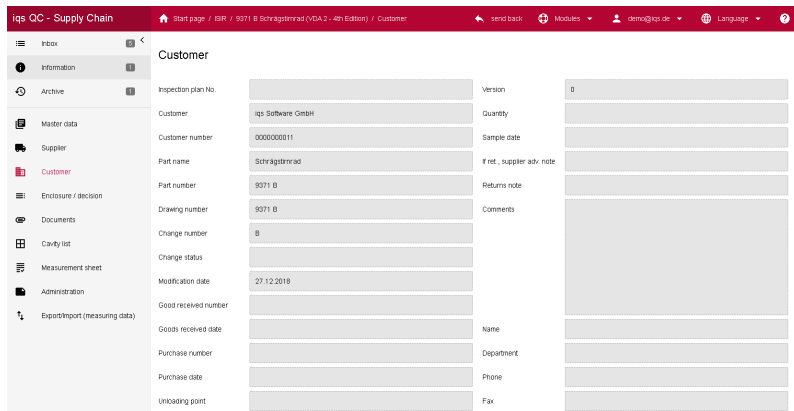


Diagram 8 Cover Sheet VDA 2 - 4th edition: Customer

The following information is displayed on the page **Customer**:

Element	Description
Inspection plan no.	Here the inspection report no. of the customer is displayed.
Customer	The name of the customer is displayed here.
Customer no.	Here the customer number is displayed.
Part name	Here the name of the sampled part is displayed that is used by the customer.
Part number	Here the part number is displayed.

Element	Description
Drawing no.	This column displays the drawing number.
Change No.	If necessary, the change no. of the sampled part is displayed here.
Change status	Here the current change status is displayed.
Modification date	The date of the change status is displayed here.
Goods received number	In this column the goods received number is displayed.
Goods received date	This column displays the date when the customer received the sampled part.
purchase number	The purchase number of the customer is displayed here.
Purchase date	The date on which the sampled part was ordered is displayed here.
Unloading point	The location is displayed here where the sampled parts are delivered to.
Deviation approval number	The number of the deviation approval is displayed if deviations were approved.
Valid to	The date up to which the deviation approval is valid is displayed here.
Version	The version number or version index used by the customer for the ISIR is displayed in this field.
Quantity	The quantity for which a deviation approval was granted is displayed here.
Sample Date	This column displays the sample date.
If ret. supplier adv. note	Here the delivery slip of the delivered sample parts are displayed
Returns note	This column displays the date when the returns note was issued.
Comment	A comment from the customer is displayed here, if applicable.
Name	The name of the person who edited the ISIR on the customer page is displayed here.
Department	The name of the person who edited the ISIR on the customer page is displayed here.
Phone	Here the telephone number of the person is displayed who

Element	Description
	edited the ISIR on the customer page.
Fax	Here the fax number of the person is displayed who edited the ISIR on the customer page.
Email	The email adress of the person who edited the ISIR on the customer page is displayed here.
Date	This column displays the date when the person edited the ISIR.

6.5.1.4 Enclosure / Decision (VDA 2 - 4th edition)

On the page **Enclosure/Decision**, the inspection to be carried out and the associated decisions are documented by the customer.

! Important:

The data is usually specified and documented by the customer and should not be adjusted by the supplier.

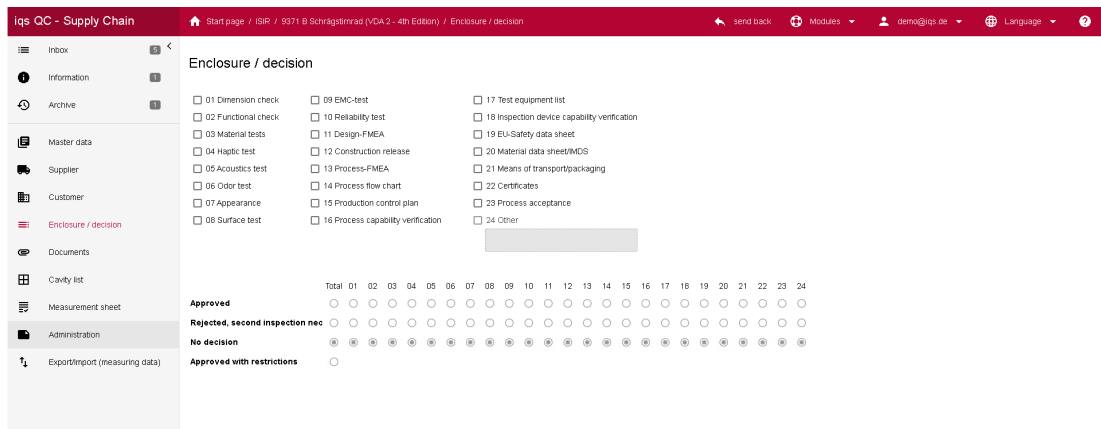


Diagram 9 Cover Sheet VDA 2 4th edition: Enclosure / Decision

6.5.2 Cover Sheet VDA 2 (5th edition)

The cover sheet VDA 2 (5th edition) consists of the following pages that can be displayed and if necessary edited in iqs QC - Supply Chain:

- [Master data \(VDA 2 - 5th edition\)](#)
- [Supplier \(VDA 2 - 5th edition\)](#)
- [Customer \(VDA 2 - 5th edition\)](#)
- [Enclosure / Decision \(VDA 2 - 5th edition\).](#)

6.5.2.1 Master data (VDA 2 - 5th edition)

On the page **Master data** you can view and edit basic data of the initial sample inspection report.

! Important:
As a rule, the information on the page **Master data** is specified and maintained by the customer.

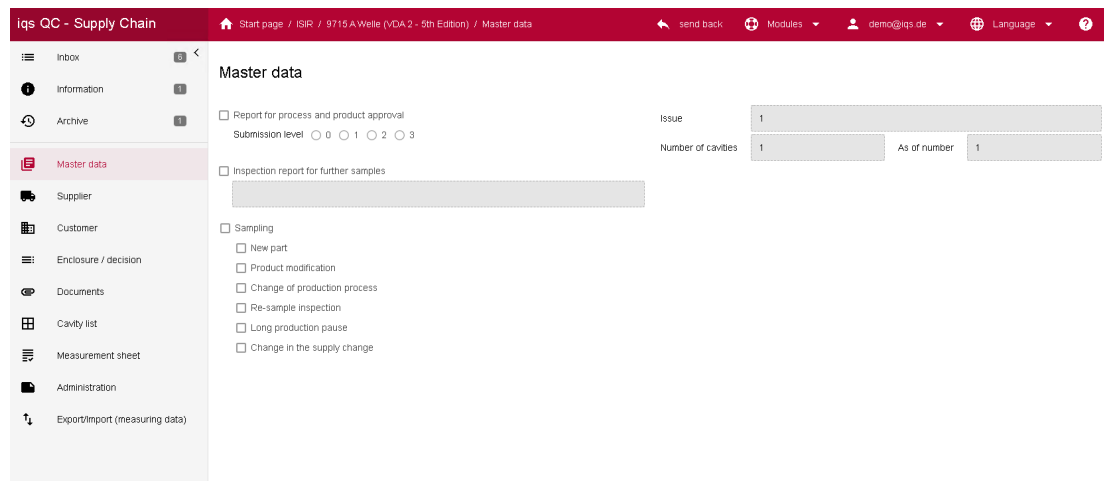


Diagram 10 Cover Sheet VDA 2 - 5th edition: Master data

The page **Master data** contains the following information:

Element	Description
Reason for report	In the upper section of the page, the reason and, if applicable, the required submission level of the report creation are indicated. The following reasons are available: <ul style="list-style-type: none"> • Report for process and product approval • Inspection report for further samples: • Sampling
Sampling	Here you enter the trigger for sampling. The following triggers are available: <ul style="list-style-type: none"> • New part • Product modification • Change of production process • Re-sample inspection

Element	Description
	<ul style="list-style-type: none"> • Long production pause • Change in the supply chain
Issue	The copy of the initial sample inspection report is shown as read-only here.
Number of cavities	This column displays the number of cavities.
As of number	This column displays the numbering of the cavities.

6.5.2.2 Supplier (VDA 2 - 5th edition)

On the page **Supplier**, edit the supplier information for the initial sample inspection report.

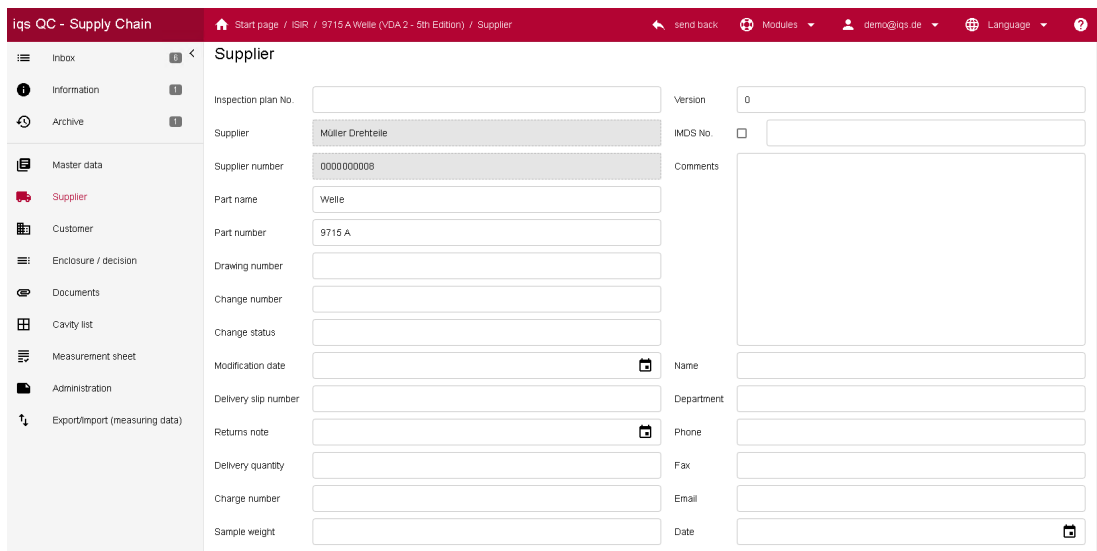


Diagram 11 Coversheet VDA 2 - 5th edition: Supplier

On the page **Supplier** you can record the following supplier information:

Element	Description
Inspection plan no.	Enter the inspection report number .
Supplier	The name of the supplier is displayed here read-only. The data is maintained by the customer and automatically transferred to iqs QC-Supply Chain.
Supplier number	The supplier number is displayed here read-only. The data is maintained by the customer and auto-

Element	Description
	matically transferred to iqs QC-Supply Chain.
Part name	Enter the name of the part being sampled here.
Part number	Enter the part number of the part here that is being sampled.
Drawing number	Enter the drawing number of the CAD drawing that is available for the part to be sampled.
Change number	If required, enter the change number of the sampled part.
Change status	Enter the current change status here.
Modification date	Select the date of the change status.
Delivery slip number	Enter the delivery slip number here of the part to be sampled.
Returns note	Enter the date of the returns note here.
Delivery quantity	Enter the number of sample parts here.
Charge number	Enter the charge number if the sampled part is part of a specific charge.
Sample Weight	Enter the weight of the sample part here.
Version	Enter the version number and / or the version index of the initial inspection report.
IMDS No.	Enter the IMDS number. If the check box in front of this field is activated, the supplier confirms that the material data is managed in the IMDS system under the specified number.
Comments	Enter any comment if required.
Name	Enter the name of the person who edited the ISIR.
Department	Enter the department of the person who edited the ISIR.
Phone	Enter the telephone number of the person who edited the ISIR.
Fax	Enter the fax number of the person who edited the

Element	Description
	ISIR.
Email	Enter the email address of the person who edited the ISIR.
Date	Select the date when the ISIR was edited.

6.5.2.3 Customer (VDA 2 - 5th edition)

The data of the ISIR from the customer's point of view are displayed on the page **Customer**.

! Important:

The page **Customer** is read-only. The data is processed by the customer in iqs QC (full version) and transferred to iqs QC - Supply Chain.

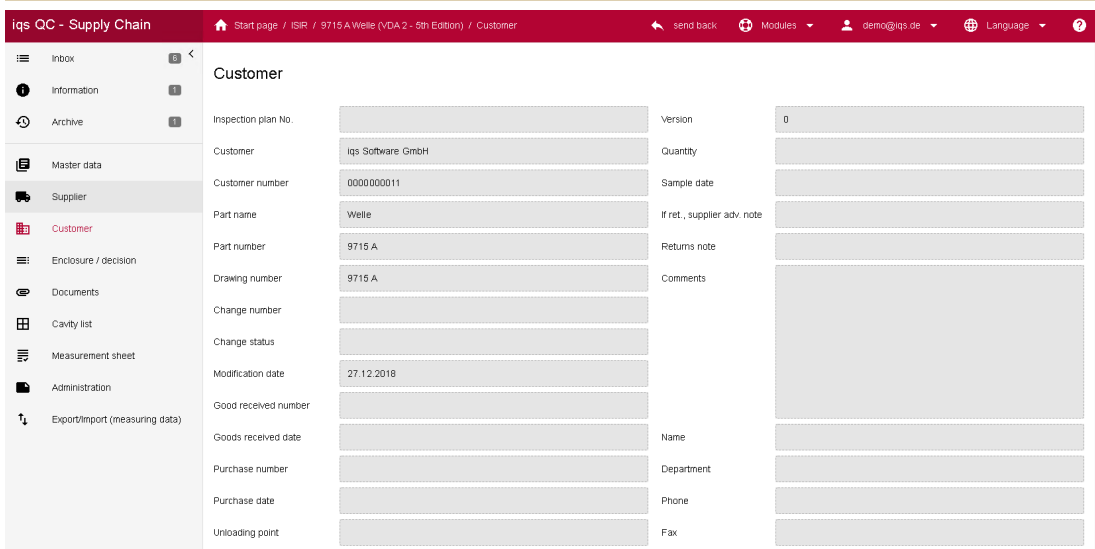


Diagram 12 Cover Sheet VDA 2 - 5th edition: Customer

The following information is displayed on the page **Customer**:

Element	Description
Inspection plan no.	Here the inspection report no. of the customer is displayed.
Customer	The name of the customer is displayed here.
Customer no.	Here the customer number is displayed.
Part name	Here the name of the sampled part is displayed that is used by the customer.
Part number	Here the part number is displayed.

Element	Description
Drawing number	This column displays the drawing number.
Change No.	If necessary, the change no. of the sampled part is displayed here.
Change status	Here the current change status is displayed.
Modification date	The date of the change status is displayed here.
Goods received number	In this column the goods received number is displayed.
Goods received date	This column displays the date when the customer received the sampled part.
purchase number	Here the ordering number of the customer is displayed.
Purchase date	The date on which the sampled part was ordered is displayed here.
Unloading point	The location is displayed here where the sampled parts are delivered to.
Deviation approval number	The number of the deviation approval is displayed if deviations were approved.
Valid to	The date up to which the deviation approval is valid is displayed here.
Version	The version number or version index used by the customer for the ISIR is displayed in this field.
Quantity	The quantity for which a deviation approval was granted is displayed here.
Sample Date	This column displays the sample date.
If ret. supplier adv. note	Here the delivery slip of the delivered sample parts are displayed
Returns note	This column displays the date when the advice note was issued.
Comment	The name of the customer is displayed here, if required.
Name	The name of the person who edited the ISIR on the customer page is displayed here.
Department	The name of the person who edited the ISIR on the customer page is displayed here.
Phone	Here the telephone number of the person is displayed who edited the ISIR on the customer page.
Fax	Here the fax number of the person is displayed who edited the ISIR on the customer page.
E-Mail	The email adress of the person who edited the ISIR on the customer page is displayed here.

Element	Description
Date	This column displays the date when the person edited the ISIR.

6.5.2.4 Enclosure / Decision (VDA 2 - 5th edition).

On the page **Enclosure/Decision**, the inspection to be carried out and the associated decisions are documented by the customer.

! Important:

The data is usually specified and documented by the customer and should not be adjusted by the supplier.

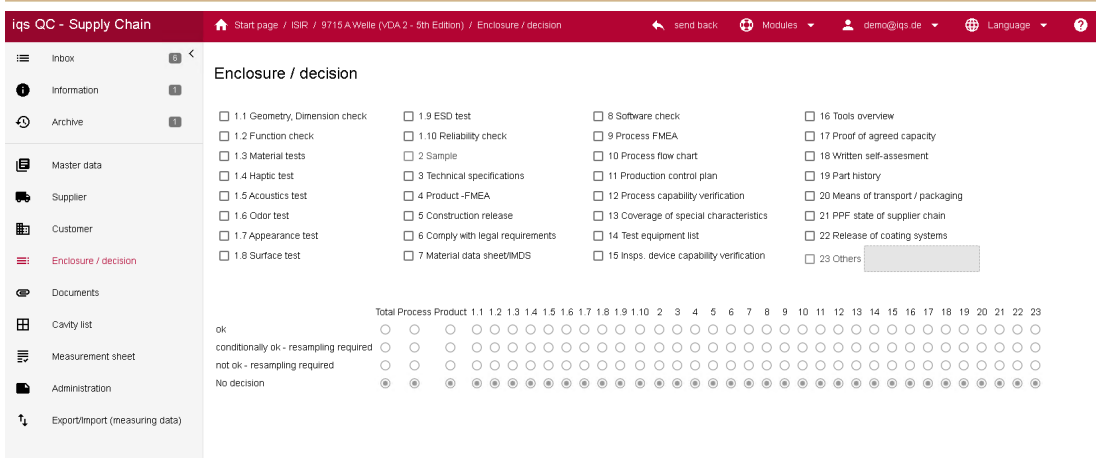


Diagram 13 Cover sheet VDA 2 - 5th Edition: Enclosure/Decision

6.5.3 Cover Sheet VDA 2 (6th edition)

The cover sheet VDA 2 (6th edition) consists of the following pages that can be displayed and if necessary edited in iqs QC - Supply Chain:

- [Master data \(VDA 2 - 6th edition\)](#)
- [Organization \(VDA 2 - 6th version\)](#)
- [Customer \(VDA 2 - 6th edition\)](#)
- [Actions \(VDA 2 - 6th edition\)](#)
- [Evidence \(VDA 2 - 6th edition\)](#)
- [Part grouping / Product families \(VDA 2. - 6th edition\)](#)

6.5.3.1 Master data (VDA 2 - 6th edition)

On the page **Master data** you can view and edit basic data of the initial sample inspection report.

! Important: As a rule, the information on the page **Master data** is specified and maintained by the customer.

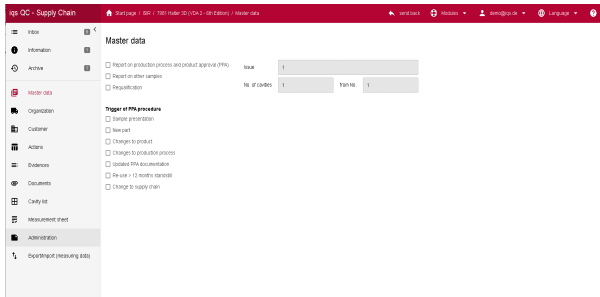


Diagram 14 Cover Sheet VDA 2 - 6th edition: Master data

The page **Master data** contain the following information:

Element	Description
Reason for report	<p>In the top section of the page, the reason for the report is given. The following reasons are available:</p> <ul style="list-style-type: none"> • Report on production process and product approval (PPA) • Report on other samples: • Requalification
Trigger of PPA procedure	<p>Here you enter the trigger for the PPA procedure. The following triggers are available:</p> <ul style="list-style-type: none"> • Sample presentation • New part • Change to product • Changes to production process • Updated PPA Documentation • Reuse > 12 months standstill • Change to supply chain
Issue	<p>The copy of the initial sample inspection report is shown as read-only here.</p>
No. of cavities	<p>This column displays the number of cavities.</p>
from number	<p>This column displays the numbering of the cavities.</p>

6.5.3.2 Organization (VDA 2 - 6th version)

On the page **Organization**, edit the data for the initial sample inspection report from the supplier's point of view.

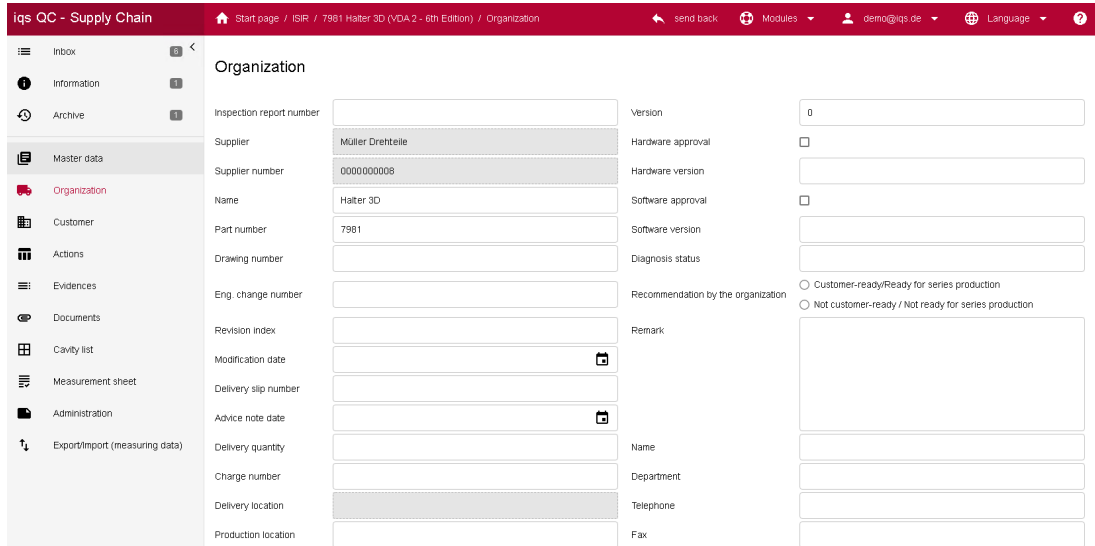


Diagram 15 Cover Sheet VDA 2 - 6th edition: Organization

On the page **Organization** you can record the following supplier information:

Element	Description
Inspection report number	Enter the inspection report number .
Supplier	The name of the supplier is displayed here read-only. The data is maintained by the customer and automatically transferred to iqs QC-Supply Chain.
Supplier number	The name of the supplier number is displayed here read-only. The data is maintained by the customer and automatically transferred to iqs QC-Supply Chain.
Name	Enter the name of the part being sampled here.
Part number	Enter the part number of the part that is to be sampled.
Drawing number	Enter the drawing number of the CAD drawing here, that is available for the part to be sampled.
Change number	If required, enter the change number of the sampled part.
Revision index	Enter the current revision index here.

Element	Description
Modification date	Select the date of the revision index.
Delivery slip number	Enter the delivery slip number here of the part to be sampled.
Advice note date	Enter the advice note date here.
Delivery quantity	Enter the number of sample parts here.
Charge number	Enter the charge no. if the part to be sampled is part of a specific charge.
Delivery location	Enter the delivery location here.
Sample Weight	Enter the weight of the sample part here.
IMDS No.	Enter the IMDS no. . If the check box in front of this field is activated, the supplier confirms that the material data is managed in the IMDS system under the specified number.
Version	Enter the version number and / or the version index of the initial inspection report.
Hardware version	Enter the hardware version here.
Software approval	If this option is activated, a software release has been granted.
Software version	Enter the software version here.
Diagnosis status	Enter the diagnosis status here.
Recommendation by the organization	Select here the recommendation of the organization based on the rating. The following options are available: <ul style="list-style-type: none"> • Customer ready/Ready for series production • Not customer ready/Not ready for series production
Remark	Enter any remark if required.
Name	Enter the name of the person who edited the ISIR.
Department	Enter the department of the person who edited the ISIR.
Telephone	Enter the telephone number of the person who edited the ISIR.

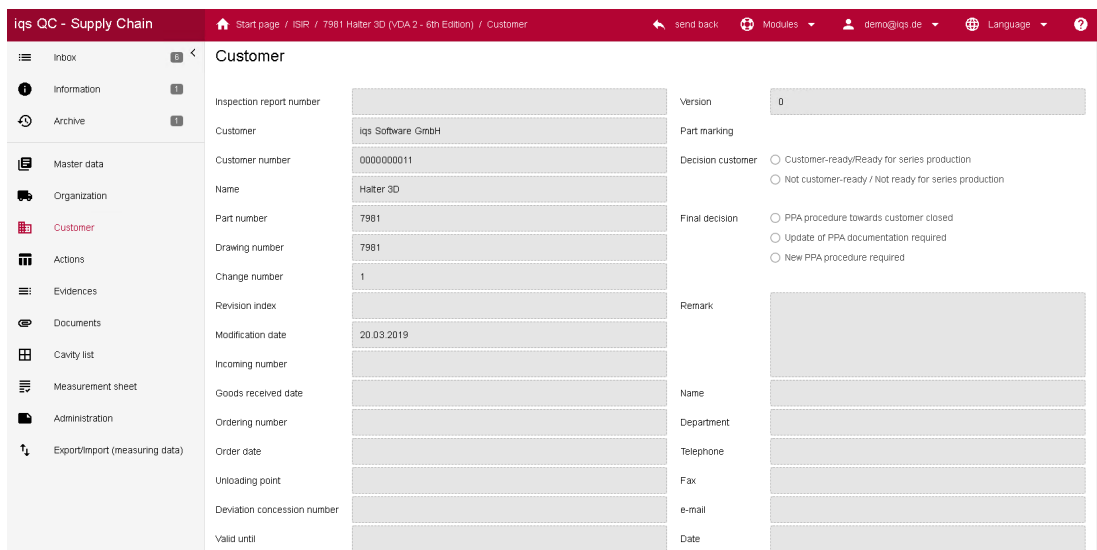
Element	Description
Fax	Enter the fax number of the person who edited the ISIR.
E-Mail	Enter the email address of the person who edited the ISIR.
Date	Select the date when the ISIR was edited.

6.5.3.3 Customer (VDA 2 - 6th edition)

The data of the ISIR from the customer's point of view are displayed on the page **Customer**. The page **Customer** displays the customer's decisions.

! Important:

The page **Customer** is read-only. The data is processed by the customer in iqs QC (full version) and transferred to iqs QC - Supply Chain.



The screenshot shows the 'Customer' page in the iqs QC - Supply Chain system. The page is read-only and displays the following information:

- Inspection report number:** [Field]
- Customer:** iqs Software GmbH
- Customer number:** 0000000011
- Name:** Halter 3D
- Part number:** 7981
- Drawing number:** 7981
- Change number:** 1
- Revision index:** [Field]
- Modification date:** 20.03.2019
- Incoming number:** [Field]
- Goods received date:** [Field]
- Ordering number:** [Field]
- Order date:** [Field]
- Unloading point:** [Field]
- Deviation concession number:** [Field]
- Valid until:** [Field]
- Version:** 0
- Part marking:** [Field]
- Decision customer:**
 - Customer-ready/Ready for series production
 - Not customer-ready / Not ready for series production
- Final decision:**
 - PPA procedure towards customer closed
 - Update of PPA documentation required
 - New PPA procedure required
- Remark:** [Text area]
- Name:** [Field]
- Department:** [Field]
- Telephone:** [Field]
- Fax:** [Field]
- e-mail:** [Field]
- Date:** [Field]

Diagram 16 Cover Sheet VDA 2 - 6th edition: Customer

The following information are displayed on the page **Customer**:

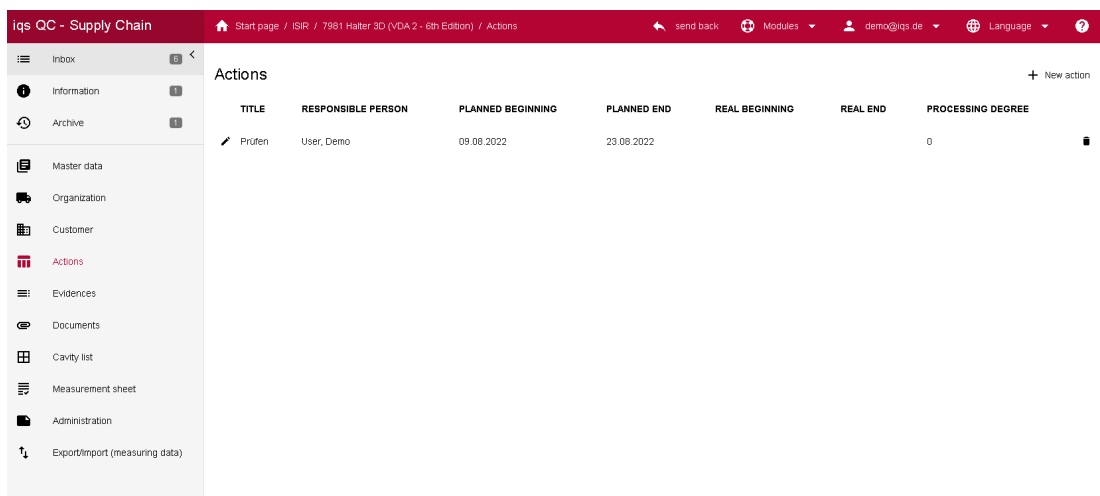
Element	Description
Inspection report number	Here the inspection report no. of the customer is displayed.
Customer	The name of the customer is displayed here.
Customer no.	Here the customer number is displayed.
Name	Here the name of the sampled part is displayed that is used by the

Element	Description
	customer.
Part number	Here the part number is displayed.
Drawing number	This column displays the drawing number.
Change number	If required enter the change number of the sampled part.
Change level	Here the current revision index is displayed.
Modification date	The date of the change status is displayed here.
Goods received number	In this column the goods received number is displayed.
Goods received date	This column displays the date when the customer received the sampled part.
Ordering number	Here the ordering number of the customer is displayed.
Order date	The date on which the sampled part was ordered is displayed here.
Unloading point	The location is displayed here where the sampled parts are delivered to.
Deviation concession number	The number of the deviation concession is displayed if deviations were approved.
Valid until	The date up to which the deviation approval is valid is displayed here.
Version	The version number or version index used by the customer for the ISIR is displayed in this field.
Part marking	<p>The part markings are displayed here as read-only. The following part markings can be displayed here.</p> <ul style="list-style-type: none"> • Documentation required • Critical • Freight with risk • Reference part <div style="border: 1px solid black; background-color: #fff9c4; padding: 5px; margin-top: 10px;"> <p>! Hint: Part markings are displayed as icon. The name can be displayed via tool tip.</p> </div>
Decision Customer	The decision made by the customer is displayed here.
Final decision	The customer decision, which was made on the basis of the customer risk assessment, is displayed here.
Remark	A comment from the customer is displayed here, if applicable.


Element	Description
Name	The name of the person who edited the ISIR on the customer page is displayed here.
Department	The department of the person who edited the ISIR on the customer page is displayed here.
Telephone	Here the telephone number of the person is displayed who edited the ISIR on the customer page.
Fax	Here the fax number of the person is displayed who edited the ISIR on the customer page.
Email	The email adress of the person who edited the ISIR on the customer page is displayed here.
Date	This column displays the date when the person edited the ISIR.


6.5.3.4 Actions (VDA 2 - 6th edition)



On the page **Actions**, you can view and edit actions relating to your initial sample inspection report, create new actions and delete actions.



The following elements can be found on the page **Actions**:

Element	Description
New action	Here you can add a new actions. Click on  on New action to add an action.
Open	Here you can open the selected action.
Title	This column displays the title of the action.
Responsible person	The name of the person who is responsible for processing the action.

Element	Description
Planned beginning	This column displays the date when the action is anticipated to start.
Planned end	This column displays the date when the action is anticipated to end.
Real beginning	This column displays the date when the action was actually started.
Real end	This column displays the date when the action was ended.
Processing degree	This column displays the processing degree.
Delete	<p>Click on  on Delete to delete the selected action.</p> <div style="border: 1px solid black; background-color: #f0f0f0; padding: 5px; margin-top: 10px;"> <p>! Important: Actions transferred by the customer cannot be deleted by the supplier.</p> </div>

! Hint: An overview of all existing actions can be found in the iqs QC - Supply Chain - MM module. Click on  in the header on **Module** and click  on **MM** to open the Inbox of the module **MM**.

[Add Actions](#)

[Wizard "Action"](#)

Wizard "Action"

Using the Action wizard, you can create a new action or view and edit existing actions.

The wizard consists of the following pages:

- [Planning \(Action\)](#)
- [Progress \(Action\)](#)
- [Log \(Action\)](#)
- [Documents \(Action\)](#)

! Hint: The function **Close** is available on all pages. Changes are saved automatically when closing.

Planning (Action)

In the wizard Actions on the page **Planning**, you can enter the planned dates for the action, as well as a name and description of the action.

Neue Maßnahme
✕

Planning
 Progress
 Log
 Documents

Title

Responsible person

Planned beginning
Planned end

Comment

✓ Close

The following elements are available on the page **Planning**:

Element	Description
Title	Enter the name for an action here.
Responsible person	Enter the name of the person responsible here.
Planned beginning	Select the date when the action is to be started.
Planned end	Select the date when the action is to be ended.
Comment	Enter a description of the action here.

! Important: The page **Planning** can only be edited if the action was created in iqs QC -Supply Chain.

Progress (Action)

In the action wizard, on the page **Progress**, you can see the progress, e.g. document the real begin, the status, or the degree of completion, as well as the result of the action.

New action
✕

- 📅 Planning
- 📊 Progress
- 📄 Log
- 📁 Documents

Real beginning

Real end

Status Unprocessed

Processing degree 0

Effectiveness tested

Proof of efficiency

Effectiveness 0

Active from start of production

Active from batch number

Date of control



Control result

Improvement 0

✓ Close


The following elements are available on the page **Progress**:

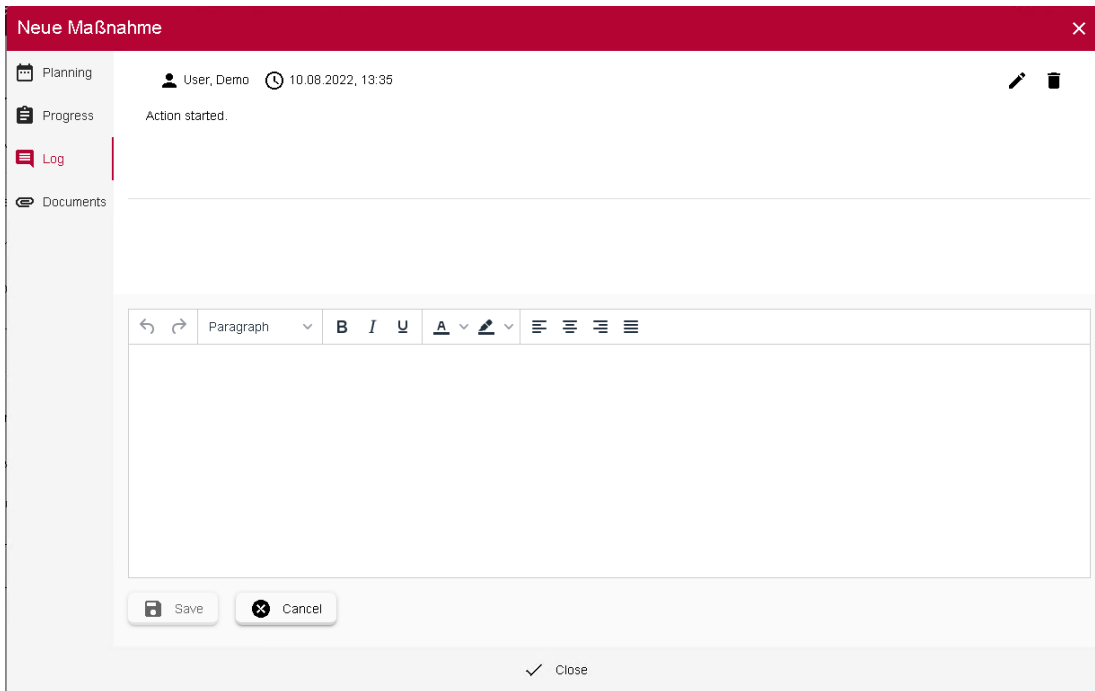
Element	Description
Real beginning	Select here the date on which the action was started.
Real end	Select the date when the action was completed.
Status	<p>Select the status for the action. The following status are available:</p> <ul style="list-style-type: none"> • Unprocessed • In work • Completed • Discarded • Date rejected • Open <div style="background-color: #f0e68c; padding: 10px; margin-top: 10px; border: 1px solid #ccc;"> <p>! Hint: If you set the status from Unprocessed to In work, the degree of completion</p> </div>

Element	Description
	<p>automatically jumps to 25%. If you select the status Completed, the degree of completion automatically jumps to 100%</p>
Procession degree	<p>Here you can enter the completion level of the action as a percentage. Drag the "red dot" to the desired location on the line or click  on the desired location on the line.</p> <p>! Hint: When you change the completion level for the first time, the status changes automatically from Unprocessed to In work. When the 100% completion level is selected, the status will automatically change to Completed.</p>
Effectiveness tested	Check this option to confirm the effectiveness of the action.
Proof of efficiency	Enter evidence of effectiveness of the action here.
Effectiveness	Here you can enter the effectivity of the action as a percentage. Drag the "red dot" to the desired location on the line or click  on the desired location on the line.
Active from start of production	Select the date for which production start the action is effective.
Active from batch number	Specify the batch number from which the action is effective.
Date of control	Select the date when a check was carried out.
Control result	Enter the result of the control here.
Improvement	Indicate here the percentage by which the action contributed to the solution of the task.
Result	Enter the result here.
C	Enter a comment here.








Log (Action)

In the wizard Actions on the page **Log**, you can create log book entries for the action and edit and delete existing logbook entries.

! Important: Logbook entries must be saved manually. Click on  on **Save** in order to save the change.



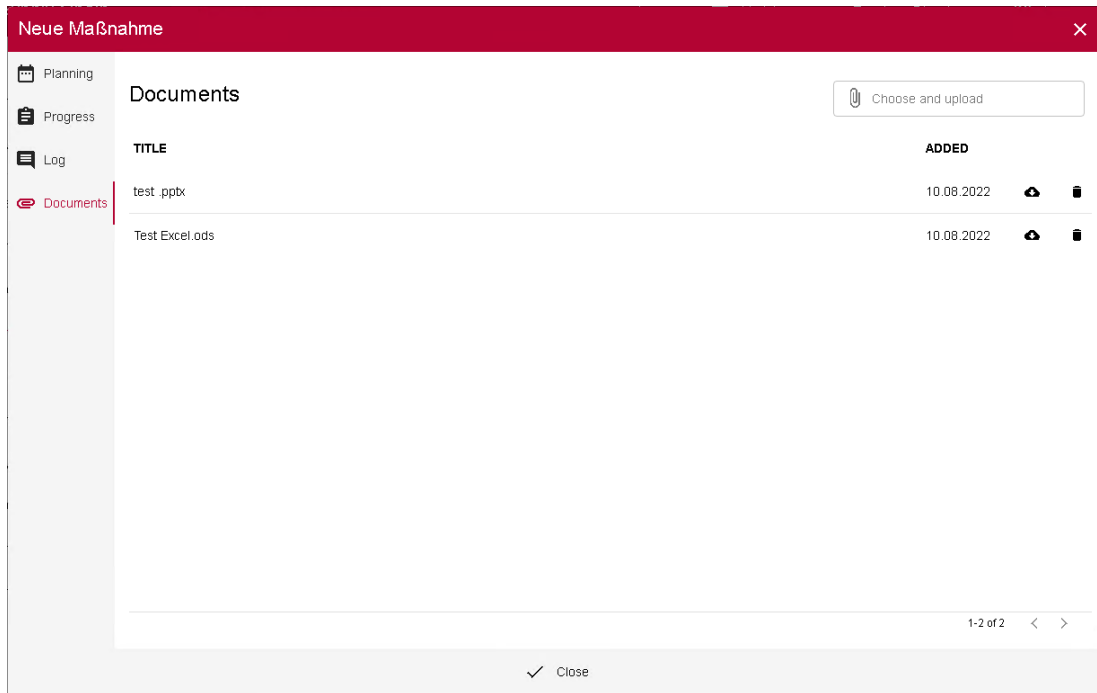
The page **Log** consists of the following elements:

Element	Description
	The creator of the logbook entry is displayed here.
	The time and date when the logbook entry was created are displayed here.
Edit	Click on  on Edit to edit the logbook entry. The existing text is automatically opened in the text editor.
Delete	Click on  on Delete to delete the logbook entry.
New entry	Click on  on New entry to create a new logbook entry. The text editor is opened automatically.
Save	Click on  on Save to save the new / edited logbook entry.
Cancel	Click on  on Edit to reject the new logbook entry and or editing.

! Hint: When creating and editing logbook entries, you have common formatting options such as font, font color, text alignment, etc. in the toolbar above available in the text field.

Documents (Action)

In the wizard Actions, you can store documents regarding actions on the page **Documents**.

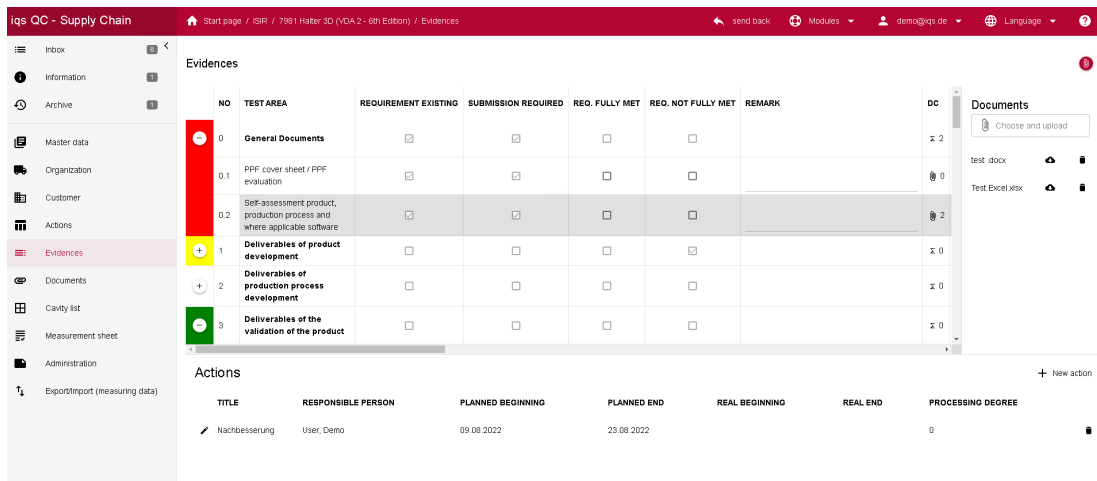


The elements and functions correspond to the page **Documents**.

Documents

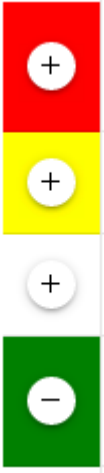

6.5.3.5 Evidence (VDA 2 - 6th edition)

On the page **Evidence**, the evidence regarding to the customer requirement are documented. One or more documents and actions can be attached to each evidence. In addition, the customer's decisions are displayed.




The requirements are displayed in a table.

The table contains the following columns:

Element	Description
	<p>This column displays the processing status of the requirement. The processing status (red, yellow, green) is set on the basis of the decisions and evaluations made</p> <div style="border: 1px solid #ccc; background-color: #fff9c4; padding: 10px; margin-top: 10px;"> <p>! Hint: Click on  on +/- to unfold or fold down the requirement levels in a chapter.</p> </div>
No.	Here the number of the test area is displayed.
Test area	This column displays the test area. The test area corresponds to the requirement that the supplier must prove.
Using the following columns, the customer specifies which requirements the supplier must meet for the part and whether evidence must be provided The columns are read-only and are typically edited by the customer during the reconciliation phase.	
Requirement existing	If this check box is activated, the requirement have to be processed by the supplier.
Submission required	If this check box is active, the supplier must also submit documentation to prove the test results in addition to processing the test area. The column is only active if the "Requirement existing" column is enabled.
Using the following columns, the organization/supplier performs an individual assessment of each requirement:	
Req. fully met	Activate this option if the requirement was fully met.
Req. not fully met	Activate this option if the requirement was only partially met.
Remark	Optionally enter a remark regarding the requirement.
DC	This column shows the number of documents attached to the requirement. At the "Chapter level", the sum of all documents attached to the subordinate test areas is displayed.
MM	This column displays the number of actions that have

Element	Description
	<p>been created for the requirement. The total of all actions created for the subordinate test areas is displayed at "Chapter level".</p>
<p>The overall rating of the organization is displayed in the following column.</p>	
<p>Organization evaluation</p>	<p>This column displays the overall rating of the organization.</p> <ul style="list-style-type: none"> • ● The organization has not yet made a rating. • ✓ The organization has selected the rating "PPA procedure closed". • ! The organization has selected the "Updated PPA Doc Required" or "New PPA Procedure Required" rating. <p>The ratings can be set in the columns "Organization Rating". The ratings can only be set at the "Chapter level".</p> <div style="border: 1px solid #ccc; background-color: #f9f9f9; padding: 10px; margin-top: 10px;"> <p>! Important:</p> <p>The processing status at the chapter level is overwritten with the organization decision. Meaning, if the processing status of the chapter is green (all requirements met), but the organization makes the decision "New PPA procedure required", overwrites it, this replaces the previous overall decision of the organization and the decision is set to "red".</p> </div>
<p>The overall decision of the customer is displayed in the following column:</p>	
<p>Decision Customer</p>	<p>The overall decision of the customer is displayed in this column.</p> <ul style="list-style-type: none"> • ● The customer has not yet made a decision. • ✓ The customer accepts the deviations or issues a deviation approval.

Element	Description
	<ul style="list-style-type: none"> •  The customer has a subsequent requirement. <p>The overall decision is displayed automatically based on the customer's individual decisions. The individual decisions can be understood in the columns "Customer decision".</p>
<p>Organization evaluation</p>	<p>Here the decisions of the organization can be documented. The following evaluation criteria can be selected in the respective columns:</p> <ul style="list-style-type: none"> • PPA procedure closed • Updated PPA doc. requ. • New PPA procedure required • Risk evaluation <p>Activate the corresponding check box to select the decision.</p>
<p>Customer decision</p>	<p>The customer decisions and, if necessary, a reason are displayed here.</p> <p>The following columns are read-only:</p> <ul style="list-style-type: none"> • Subsequent requirement • Subsequent requirement / reason • Acceptance or deviations • New specification • Deviation concession • Deviation concession • Validity

Section "Documents" / "Actions"

On the page **Evidence**, the sections **Documents** and **Actions** can be shown/hidden as required. In the sections, the documents and / or actions for the selected evidence are displayed. The structure and functions of the sections correspond to the pages of the same name on the cover sheet.

Documents

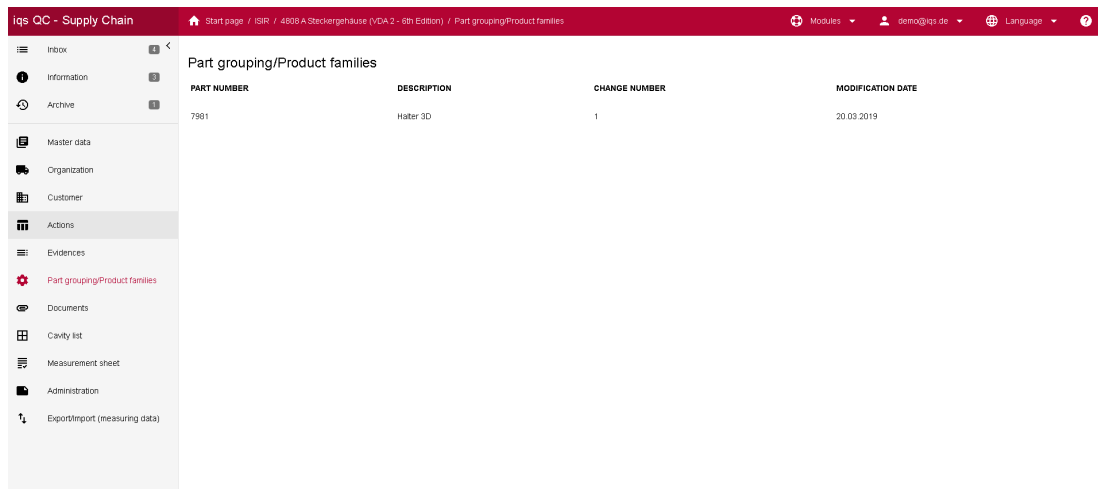
Actions (VDA 2 - 6th edition)

6.5.3.6 Part grouping / Product families (VDA 2. - 6th edition)



The page **Part grouping / Product families** is only displayed if there is a parts grouping for the initial sample inspection report.

The parts that are part of the parts grouping / product families for the open ISIR are displayed on the page **Parts grouping / Product families**.



The table includes the following information:

Element	Description
Part no.	This column displays the part number of the part.
Title	This column displays the name of the part.
Change number	This column displays the change number of the part.
Modification date	The modification date of the part is displayed here.

! Important: The Parts grouping / product family information is read-only in iqs QC - Supply Chain and cannot be edited. The details are for information only.

6.5.4 Cover Sheet PPAP (4th edition)

The cover sheet PPAP (4th edition) consists of the following pages that can be displayed and if necessary edited in iqs QC - Supply Chain:

[Master data \(PPAP - 4th edition\)](#)

[Reason \(PPAP - 4th edition\)](#)

[Submission level \(PPAP - 4th edition\)](#)

[Confirmation \(PPAP - 4th edition\)](#)

6.5.4.1 Master data (PPAP - 4th edition)

On the page **Master data** you can view and edit the master data of the ISIR.

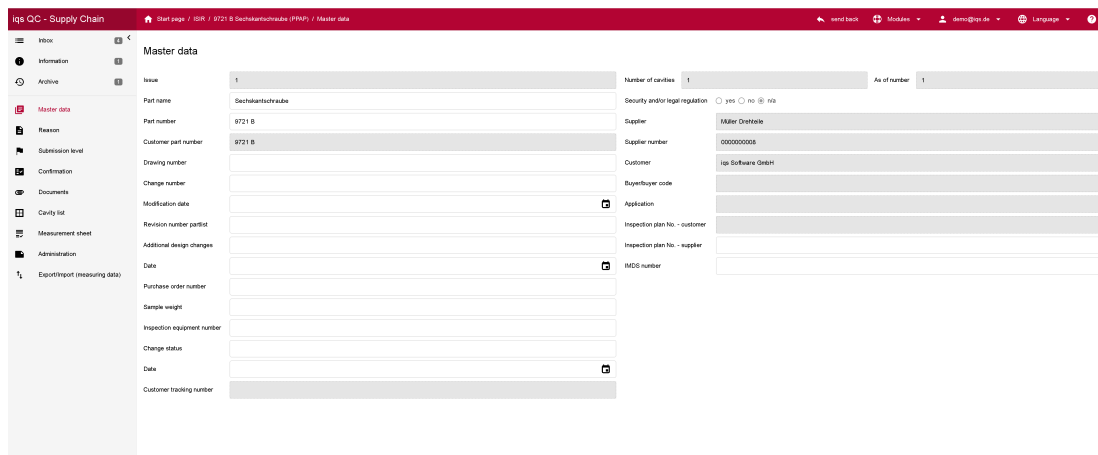


Diagram 17 PPAP (4th edition) - Master data

The page **Master data** contain the following elements:

Element	Description
Issue	The copy of the initial sample inspection report is shown as read-only here.
Part name	Enter the name of the part being sampled here.
Part number	Enter the part number of the part that is sampled.
Customer part number	Enter the part number of the part that the customer uses. The data is automatically transferred to iqs QC-Supply Chain.
Drawing no.	Enter the drawing number of the CAD drawing that is available for the part to be sampled.
Change No.	If required, enter the change number of the sampled part.
Modification date	Select the date of the change status.
Revision number part list	Enter the current revision index of the parts list.
Additional design changes	Enter the additional design changes here.
Date	Select the date when the additional design changes were

Element	Description
	carried out.
Purchase order number	Enter the order number of the part here.
Sample weight	Enter the weight of the sample part here.
Inspection equipment number	Enter the internal inspection equipment number here.
Change status	Enter the change status here.
Date	Select the date of the change status.
Customer tracking number	Enter the tracking number of the customer here.
Number of cavities	This column displays the number of cavities.
As of number	This column displays the numbering of cavities.
Security and / or legal regulation	This column states whether a security and or legal regulation must be followed when sampling.
Supplier	The name of the supplier is displayed here.
Supplier number	Here you use the supplier number that is used by the customer.
Customer	The name of the customer is displayed here.
Buyer / Buyer code	Enter the name or the buyer number of the purchaser.
Application	Enter the name of the end product here.
Inspection report number Buyer	Enter the inspection report number of the buyer.
Inspection report number Supplier	Enter the inspection report number of the supplier.
IMDS No.	Enter the IMDS no. if a corresponding number is available in the IMDS system for the material data.

6.5.4.2 Reason (PPAP - 4th edition)

Information on the reason for the sampling can be viewed and given on the page **Reason**.

iqs QC - Supply Chain Start page / ISIR / 9721 B Sechskantschraube (PPAP) / Reason

- Inbox 4
- Information 1
- Archive 1
- Master data
- Reason
- Submission level
- Confirmation
- Documents
- Cavity list
- Measurement sheet
- Administration
- Export/Import (measuring data)

Reason

Submission information

Dimensions Materials/function Appearance test

Reason for submission

<input type="checkbox"/> Initial submission	<input type="checkbox"/> Change to optional construction or material
<input type="checkbox"/> Engineering change(s)	<input type="checkbox"/> Change to subcontractor or material source
<input type="checkbox"/> Tools: transfer, replacement, refurbishment, or other	<input type="checkbox"/> Processing changes
<input type="checkbox"/> Correction of discrepancy	<input type="checkbox"/> Parts produced in additional location
<input type="checkbox"/> Tooling Inactive > than 1 year	<input type="checkbox"/> Others <input style="width: 50px;" type="text"/>

Does this part contain any restricted or reportable substances? yes no n/a

Are plastic parts identified with appropriate ISO marking codes? yes no n/a

Does the customer specific norms satisfy all required points? yes no n/a

Diagram 18 PPAP (4th edition) - Reason

6.5.4.3 Submission level (PPAP - 4th edition)

The page **Submission level** indicates which submission level the customer requires from the supplier.

iqs QC - Supply Chain Start page / ISIR / 9721 B Sechskantschraube (PPAP) / Submission level

- Inbox 4
- Information 1
- Archive 1
- Master data
- Reason
- Submission level
- Confirmation
- Documents
- Cavity list
- Measurement sheet
- Administration
- Export/Import (measuring data)

Submission level

Submission level

- Level 1 Warrant only (and for designated appearance items, an Appearance Approval Report) submitted to customer
- Level 2 Warrant with product samples and limited supporting data submitted to customer
- Level 3 Warrant with product samples and limited supporting data submitted to customer
- Level 4 Warrant and other requirements as defined by customer
- Level 5 Warrant with product samples and complete supporting data reviewed at supplier's manufacturing location

Diagram 19 PPAP (PPAP - 4th edition) - Submission level

6.5.4.4 Confirmation (PPAP - 4th edition)

The submission results and the customer's decision are documented on the page **Confirmation**.

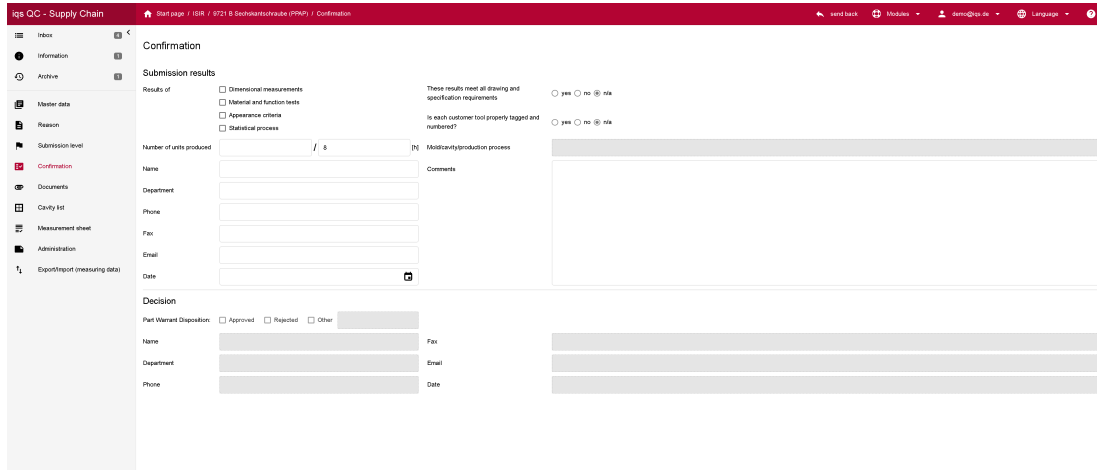


Diagram 20 PPAP (4th edition) - Confirmation

The page **Confirmation** contains the following elements:

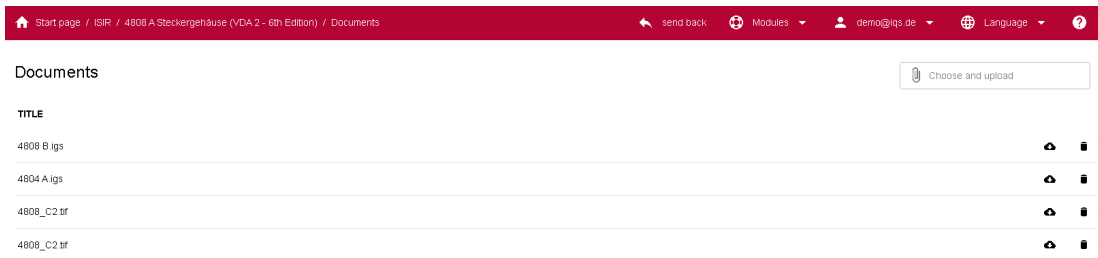
Element	Description
Submission results	In this section, you can document which inspections have been performed and whether all drawing and specification requirements have been met. Provide the details of the person who performed the inspections.
Decision	In this section, the decision made by the customer is indicated. Provide the details of the person responsible for making the decision.

6.5.5 Documents



On the page **Documents**, you can view, upload, and download documents related to the data record.

! Hint:

Sections for uploading and downloading documents can be displayed at various points in iqs QC -Supply Chain. The functions and elements of these sections correspond to the page **Documents**.



The following elements can be found on the page **Documents**:

Element	Description
Choose and upload	Here you can add a file using Windows Explorer or drag-and-drop. The file is automatically uploaded.
Title	This column displays the document title.
Download	Click on  on Download to download and open the selected file
Delete	Click on  on Delete to delete the selected file. <div style="border: 1px solid black; background-color: #f0f0f0; padding: 5px; margin-top: 10px;"> <p>! Important: Documents added by the customer cannot be deleted by the supplier.</p> </div>

[Download Documents](#)



[Upload Documents](#)

6.5.6 Cavity list

On the page **Cavity list**, you can view and manage the cavities of the multitool used for sampling.

[Start page](#) / [ISIR](#) / [4808 A Steckergehäuse \(VDA 2 - 6th Edition\)](#) / [Cavity list](#)

Cavity list

CAVITY NO.	DESCRIPTION	
<input type="text" value="1"/>	P1-65.V	
<input type="text" value="2"/>	P2-65.H	
<input type="text"/>		

The page **Cavity list** contains the following elements:

Element	Description
Cavity no.	Enter the cavity number here.
Description	Enter the name of the cavity here.
Delete	<p>With this function you can delete the cavity.</p> <div style="border: 1px solid black; background-color: #f0f0e0; padding: 10px; margin-top: 10px;"> <p>! Important:</p> <p>Deleting a cavity will delete any measured values that have already been entered for the cavity. As a result, the customer's measured values may also be deleted.</p> </div>

[Add cavities](#)

[Delete cavities](#)

6.5.7 Measurement Sheet

On the page **Measurement sheet**, you can view drawings and positions of the initial sample inspection report and enter measured values

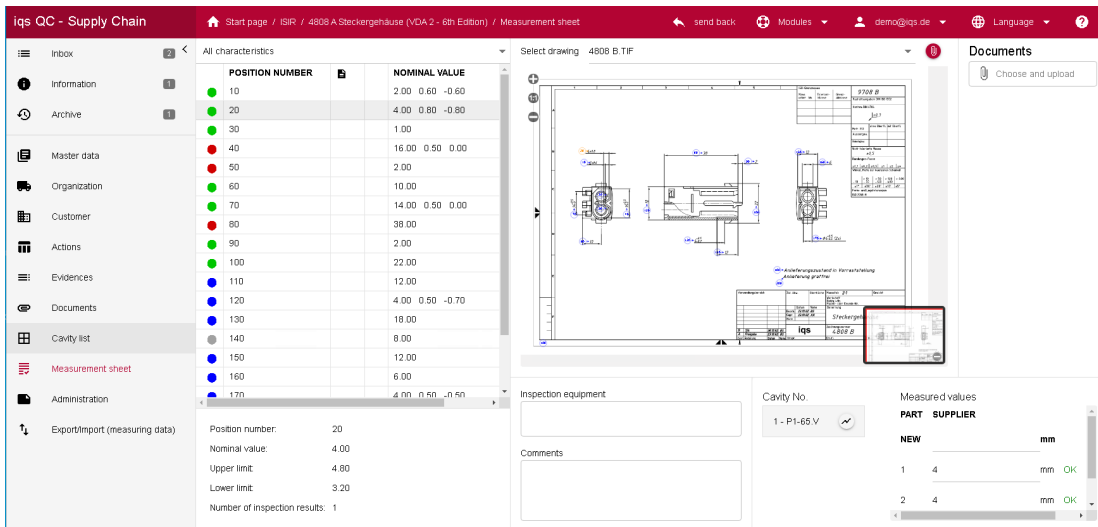


Diagram 21 Page Measurement sheet


The page **Measurement sheet** consists of the following sections:

- [im Kapitel „Section "Position navigator" \(Measurement sheet\)“](#)
- [Drawings \(Measurement sheet\)](#)
- [Position data \(Measurement sheet\)](#)
- [Additional details \(Measurement sheet\)](#)
- [Measured values input](#)
- [Documents](#)

6.5.7.1 Section "Position navigator" (Measurement sheet)

The section **Position navigator** displays the positions of the initial sample inspection report in a table. You can customize how the list is grouped and select items.



! Hint:


Click on  on a position in the table to view the position on the drawing, view item details, or enter measured values for that position.

All characteristics			
	POSITION NUMBER		NOMINAL VALUE
●	10		2.00 0.60 -0.60
●	20		4.00 0.80 -0.80
●	30		1.00
●	40		16.00 0.50 0.00
●	50		2.00
●	60		10.00
●	70		14.00 0.50 0.00
●	80		38.00
●	90		2.00
●	100		22.00
●	110		12.00
●	120		4.00 0.50 -0.70
●	130		18.00
●	140		8.00
●	150		12.00
●	160		6.00
●	170		4.00 0.50 -0.50

Diagram 22 Measurement sheet - "Position navigator"

The section "Position navigator" consists of the following elements:

Element	Description
	Select the desired grouping here.
	<p>This column displays the processing status of the position.</p> <p>A position can have the following status:</p> <ul style="list-style-type: none"> • Blue: measured values for the position are incomplete.

Element	Description
	<ul style="list-style-type: none"> • Green: measured values are complete. There are no deviations for the position. • Red: at least one measured value of the position is outside of the specified tolerance. • Gray: the position was hidden by the customer and cannot be edited.
Position number	Enter the position no. that was determined for the characteristic.
	This column displays whether a position document was linked to the position. If a document was linked to the position, the "Document symbol" is displayed in this column.
Column with shape-position-symbols	The shape-position-symbol is displayed if a shape-position-symbol has been stored for the position.
Nominal Value	This column displays the nominal value of the position with tolerances.

[Enter measured values](#)

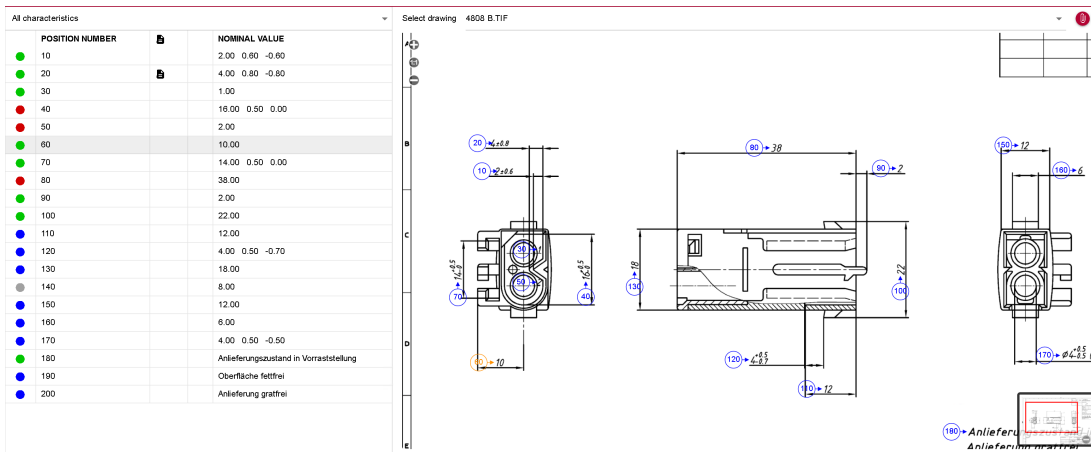
[Position data \(Measurement sheet\)](#)

[Additional details \(Measurement sheet\)](#)

[Drawings \(Measurement sheet\)](#)

6.5.7.2 Section "Drawings" (Measurement sheet)

In the section **Drawings**, you can view the 2D and 3D drawing sheets for the initial sample inspection report and select the characteristics on the drawing.



The section for **2D drawings** consists of the following elements:

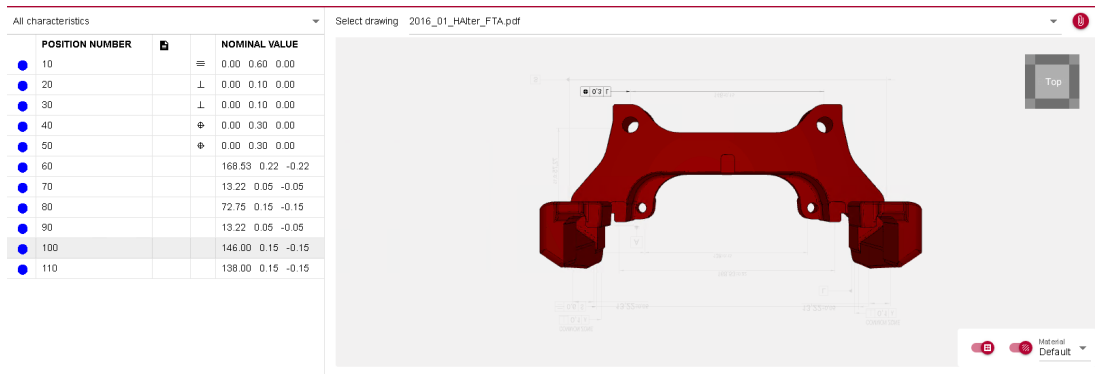
Element	Description
Drawing selection	Select the drawing sheet you wish to display in the section Drawings.
Zoom in	Here you can zoom in on a drawing section. <div style="border: 1px solid orange; padding: 5px;"> <p>! Hint:</p> <p>Click on in the drawing and right-click and drag a selection frame to zoom in on a specific area.</p> </div>
Zoom out	Here you can zoom out of a drawing section.
Zoom 1:1	Here you can display the drawing in its original resolution.
	This column displays the position stamp. Click on on the position stamp to select the position. Selected positions are displayed in orange.


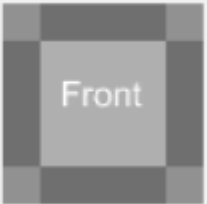
! Hint:

Use the mouse wheel of your mouse to zoom in on 2D and 3D drawings.

! Hint: To move the drawing, click into the drawing, hold the left mouse button down and move the mouse in the desired direction.

The section for **3D drawings** consists of the following elements:



Element	Description
Drawing selection	Select the drawing sheet you wish to display in the section Drawings.
PMI	The product and manufacturing information (PMI) for the corresponding positions is displayed on the 3D model. Click on  on the information to select the corresponding position.
	<p>Here you can rotate the view of the 3D model three-dimensionally. You can rotate the model left/right and up/down using the individual fields in the cube. You can rotate the 3D model diagonally using the small corner points.</p> <p>The cube rotates with the drawing.</p> <div style="border: 1px solid black; background-color: #fff9c4; padding: 10px; margin-top: 10px;"> <p>! Hint:</p> <p>The cube indicates whether you are viewing the 3D model from the top, bottom, front, back, right or left.</p> </div>
Show / hide edges	If this option is activated (red), the edges of the 3D model are shown. If this option is deactivated (gray), the edges of the 3D model are hidden.
Show / hide shading	If this option is activated (red), the shadings of the 3D model are shown. If this option is deactivated (gray), the shadings of the 3D model are hidden.
Material	<p>Select the color and / or the material of the model The following colors/materials are available:</p> <ul style="list-style-type: none"> • Metallic red (default) • Brass • Bronze / bronze (polished) • Chrome • Copper • Gold • Pewter • Silver / silver (polished)

Element	Description
	<ul style="list-style-type: none"> • Emerald / Jade / Obsidian / pearl / Ruby • Turquoise • Black plastic / black rubber / yellow plastic

! Hint: The following functions can be helpful for control in the 3D model:

Hold down the left mouse button to rotate the 3D model around the point the camera is pointing at.

Hold down CTRL + left mouse button to rotate the 3D model around the camera's line of sight.

Hold down the right mouse button to move the 3D model.

[Position navigator](#)

6.5.7.3 Section "Position data" (Measurement sheet)

The section "Position Data" displays the available details such as nominal value, upper limit, Q characteristic, etc. for the position selected in the Position Navigator.

! Important:

"Position data" is read-only Only "position data" that were stored by the customer are displayed.

All characteristics ▼

	POSITION NUMBER		NOMINAL VALUE
●	10		2.00 0.60 -0.60
●	20		4.00 0.80 -0.80
●	30		1.00
●	40		16.00 0.50 0.00
●	50		2.00
●	60		10.00
●	70		14.00 0.50 0.00
●	80		38.00
●	90		2.00
●	100		22.00
●	110		12.00
●	120		4.00 0.50 -0.70
●	130		18.00
●	140		8.00
●	150		12.00

Position number: 140
 Nominal value: 8.00
 Upper limit: 8.00
 Lower limit: 8.00
 Number of inspection results: 1

Diagram 23 Sections "Position navigator" and "Position data"

The section "Position data" contains the following elements:

Element	Description
Position no.	Enter the position no. here.
Quadrant	The drawing quadrant containing the selected position is displayed here.
Title	This column displays the name of the position.
Shape/Position	This column displays the shape/position symbol of the position.
Position	Additional information about the position of the position is displayed here (e.g. for multiple dimensions "left front", "right rear", etc.)
Nominal Value	This column displays the nominal value of the position.
Sym tolerance	Here the symmetric tolerance is displayed.
Upper limit	Here the upper tolerance is displayed.
Lower limit	Here the lower tolerance is displayed.
WZA	If this check box is activated, the tolerances can be used until tool operating capacity has been reached.
Measured values number	The number of measured values that must be recorded per cavity for the selected position is displayed here.
Q Characteristic	It is displayed here whether the position is a special quality characteristic (e.g. CC, SC, etc.).
Inspection Equipment	The inspection equipment used for sampling is displayed here. The inspection equipment can be entered in the section "Additional details".
Standard	The applied standard is displayed here.
Formula Upper limit	The MMB formula for the upper limit is displayed here.
Formula Actual value	The MMB formula for the actual value is displayed here.

6.5.7.4 Section "Additional details" (Measurement sheet)

! Important: Select a position from the position navigator to enter additional details.

In the section Additional details, you can enter the used inspection equipment and a comment for each position.

Position number:	90	Inspection equipment
Nominal value:	2.00	<input type="text" value="Messschieber"/>
Upper limit:	2.00	Comments
Lower limit:	2.00	<input type="text"/>
Number of inspection results:	1	
Inspection equipment:	Messschieber	

Diagram 24 Section "Position detail" and "Additional Details"

The section "Additional details" consists of the following elements:

Element	Description
Inspection Equipment	Enter the inspection equipment used for sampling. The inspection equipment will automatically transferred to the position details.
Comments	Enter a comment regarding the selected position.


[Measurement Sheet](#)

[Position navigator](#)

6.5.7.5 Section "Measured value input" (Measurement sheet)

In the section **Measured value input**, you can enter variable, attributive or <> measured values for a position. You can enter and delete measured values for different cavities, view measured values that have already been entered, and view short-term capability statistics.

! Hint:

Click on  on a position in the position navigator to display the section **Measured value input** for the selected position.

Cavity No.



1 - P1-65.V

Measured values

	PART	SUPPLIER			
	NEW			mm	
2	16			mm	OK
3	16,2			mm	OK
4	16,5			mm	OK
5	16,7			mm	NOT OK

The section **Measured value input** consists of the following elements:

Element	Description
Cavity no.	<p>The cavities are shown with the cavity number and the cavity name is displayed here where measured values can be added.</p> <div style="border: 1px solid #ccc; background-color: #fff9c4; padding: 10px; margin-top: 10px;"> <p>! Hint: Click on on the cavity to enter measured values for the selected cavity.</p> </div>
Statistic	Here you can display the statistics of the short-term capability for the cavity if at least 2 measured values are available.
Part	This column displays the number of the of the measured value.
Supplier	<p>This column displays the measured value that was entered by the supplier.</p> <div style="border: 1px solid #ccc; background-color: #fff9c4; padding: 10px; margin-top: 10px;"> <p>! Hint: Use the arrow keys to the right of the measured value to adjust the actual value or the decimal place.</p> </div>
New	<p>Enter the actual value. When confirming the actual value with the ENTER button, an automatic comparison with the specified tolerances takes place. A green OK or a red not OK appears behind the measured value, depending on whether the entered measured value is within or outside the tolerance.</p> <div style="border: 1px solid #ccc; background-color: #fff9c4; padding: 10px; margin-top: 10px;"> <p>! Hint: Use the arrow keys to the right of the measured value to adjust the actual value or the decimal place.</p> </div>
Attributive	If an attributive characteristic was selected in the position navigator, a free text field is displayed here. Here you can enter the reason for your decision (OK or not OK).

Element	Description
Ok /not ok	If an attributive characteristic was selected in the position navigator, you can use these radio buttons to select whether the characteristic is OK or not OK .
 Use for all cavities	If a decision (OK or not ok) was made for an attributive characteristic, this symbol appears. Click on  the icon Use for all cavities to apply the selected decision for this position to all cavities.
Delete	Here you can delete the measured value. <div style="border: 1px solid black; background-color: #f0f0f0; padding: 10px; margin-top: 10px;"> <p>! Important:</p> <p>When a measured value is deleted, both the supplier's measured value and the customer's measured value are deleted. Regardless of whether the customer's measured values are displayed in Supply Chain.</p> </div>

[Enter measured values](#)

[Edit attributive characteristics](#)

[Show Short-Term Capability](#)

[Delete measured values](#)

[Import measured values](#)

6.5.8 Administration

On the page **Administration** you can view the status and sample date of the ISIR, add a remark, return the ISIR to the customer or download as a report. You can also download the existing drawings of the ISIR as images.

Administration

Exchanged

Sample date

Status

Comments

[← send back](#)


Print

 Coversheet/Initial results sheet

Diagram 25 Administration

The page **Administration** contains the following elements:

Element	Description
Date	The date when the ISIR was sent for sampling is displayed here.
Sample Date	This column displays the sample date.
Processing status	This column displays the status of the ISIR. The following status exist: <ul style="list-style-type: none"> • In Progress: The ISIR is being edited. The ISIR receives this status as soon as it is opened. • Answered: The ISIR was returned. • Reactivated: The ISIR was moved from the archive to the Inbox.
Remark	Enter a remark regarding the sampling. The text is automatically adopted as a message when it is returned.

Element	Description
Send back	Here you can open the dialog Return to transfer the EMPB to the customer
Print	<p>In this section you can download the ISIR as a report or the existing drawings as images.</p> <div style="border: 1px solid #ccc; background-color: #fff9c4; padding: 10px; margin-top: 10px;"> <p>! Hint: Click on  on the desired report/drawing to create the report and / or start the download.</p> </div>

[Returning Initial Sample Inspection Reports](#)


[Dialog "ISIR - Send back"](#)

6.5.9 Export / Import (measuring data)

On the page **Export / Import (measuring data)**, measured values can be imported and exported in various formats.

Export/Import (measuring data)

Export

Export with the text format (TXT) 



Export with the QDAS format (DFD)



Export with the DFD-Format incl. drawing details:



Export with the QDX-Format Version: 2



Import

Import measurement data 







Import im QDX-Format

QDX file



QDX extension file

The **Export/ Import (measuring data)** page contains the following elements:

Element	Description
	<p>Click on  on the symbol to export the measured values. The measured values can be exported in the following formats:</p> <ul style="list-style-type: none"> • Text format (.txt) • QDAS format (.dfd) • QDAS format with drawing sections (.dfd) • QDX format edition: 2
	<p>Click on  on this symbol to open the Import measurement data wizard.</p>

Element	Description
	<p>You can use the Import measurement data wizard to import the measured values via various measurement protocols.</p> <p>You can also import measurement data in QDX format on the Export/ Import (measuring data) page.</p>
QDX file	Here you can select the QDX file you wish to import.
QDX extension file	Here you can select the QDX extension file that is to be imported in addition to the QDX file.



[Measured values -.txt file](#)

[Measured values - file formats](#)

[Exporting Measured Values](#)

[Import measured values](#)

6.5.9.1 Wizard "Import measurement data"

You can import measurement data with various protocol formats into your initial sample inspection report using the **Import measurement data** wizard. You can select specific positions and cavities and define options for the import. To open the **Import measurement data** wizard, click  on in the **Import** area on  the **Export/ Import (measuring data)** page.

✕
Import measurement data

Protocol format
Measurement data
Options

Please select the protocol format for your measuring machine followed by the respective protocol files to be imported.

Protocol format*

Truncate position no at this character

Replace comma in position number with dot Yes No

Prefix for positions from AM Example: "1-"

Protocol files*

CAVITY	FILE
1	<input style="width: 90%;" type="text" value="Choose..."/> 🗑

✕ Cancel
→ Next

To import measurement data, follow the steps in the wizard. The **Import measurement data** wizard consists of the following steps:

- [Protocol format](#)
- [Measurement data](#)
- [Options](#)

Protocol format

In the **Protocol format** step, you can select the protocol format with which the measurement data shall be imported. In addition, you can specify whether commas in an position number should be replaced by a period. A protocol file with measured values can be added for each existing cavity.

✕
Import measurement data

📄 Protocol format

📄 Measurement data

📄 Options

Please select the protocol format for your measuring machine followed by the respective protocol files to be imported.

Protocol format*

Truncate position no at this character

Replace comma in position number with dot Yes No

Prefix for positions from AM Example: "1-"



Protocol files*

CAVITY	FILE
1	<input style="width: 90%;" type="text" value="Choose..."/>

✕ Cancel
→ Next

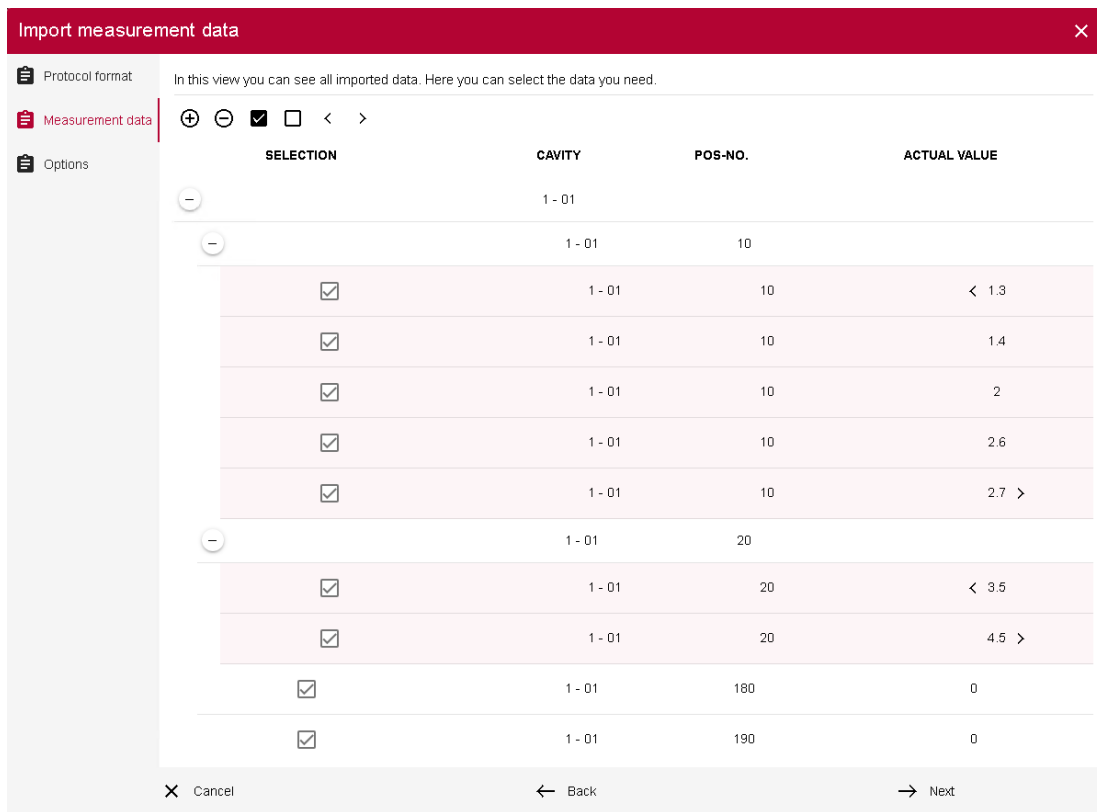
The **Protocol format** step consists of the following elements:

Element	Description
Protocol format	Select the desired protocol format from the drop-down menu.
Truncate position no at this character	<p>Optionally select where the position number from the protocol should be truncated. The following options are available:</p> <ul style="list-style-type: none"> • No truncate The position number is not truncated and is transferred completely. • Space The position number is truncated at the first space. • Underscore The position number is truncated at the first underscore. • Slash The position number is truncated at the first slash • Backslash The position number is truncated at the first backslash. <p>If you have selected a character, the position number is truncated at the corresponding place. The option can be selected regardless of the selected protocol.</p>
Replace comma in position number with dot	<p>Activate the Yes option if the commas in the position numbers shall be replaced by periods. Activate the No option if the commas shall not be replaced.</p> <p>This function is useful if only position numbers with a comma instead of a dot can be entered via the measuring machine.</p>

Element	Description
<p>Prefix for positions from AM</p>	<p>If required, enter the desired AM prefix number for the positions here. The AM prefix number entered is added during the measurement data import.</p> <div style="border: 1px solid #ccc; padding: 10px; margin: 10px 0;"> <p>Example: [New position number] = [Prefix] + [Position number from protocol]</p> </div> <p>With this option, the prefix does not have to be stored in the machine's measuring program.</p> <div style="background-color: #f0e68c; padding: 10px; margin: 10px 0;"> <p>! Important:</p> <p>The option does not make it possible to import characteristics from different AM data sets with one measurement program. If characteristics from different AM data records shall be imported with one measuring program, the prefix must be specified in the measuring program.</p> </div>
<p>Protocol files</p>	<p>In this area, you can store a corresponding protocol file for each cavity. Click on  on Choose and select the desired protocol file for the corresponding cavity.</p> <div style="background-color: #f0e68c; padding: 10px; margin: 10px 0;"> <p>! Hint:</p> <p>To remove an already selected protocol file for a cavity, click  on Delete.</p> </div>

Measurement data

In the **Measurement data** step, the actual values from the imported protocol file are displayed for each cavity for each position. The data is displayed in a table. Depending on the position, the table elements can be expanded/collapsed as required. Select the measured values in the table that shall be imported into the initial sample inspection report.

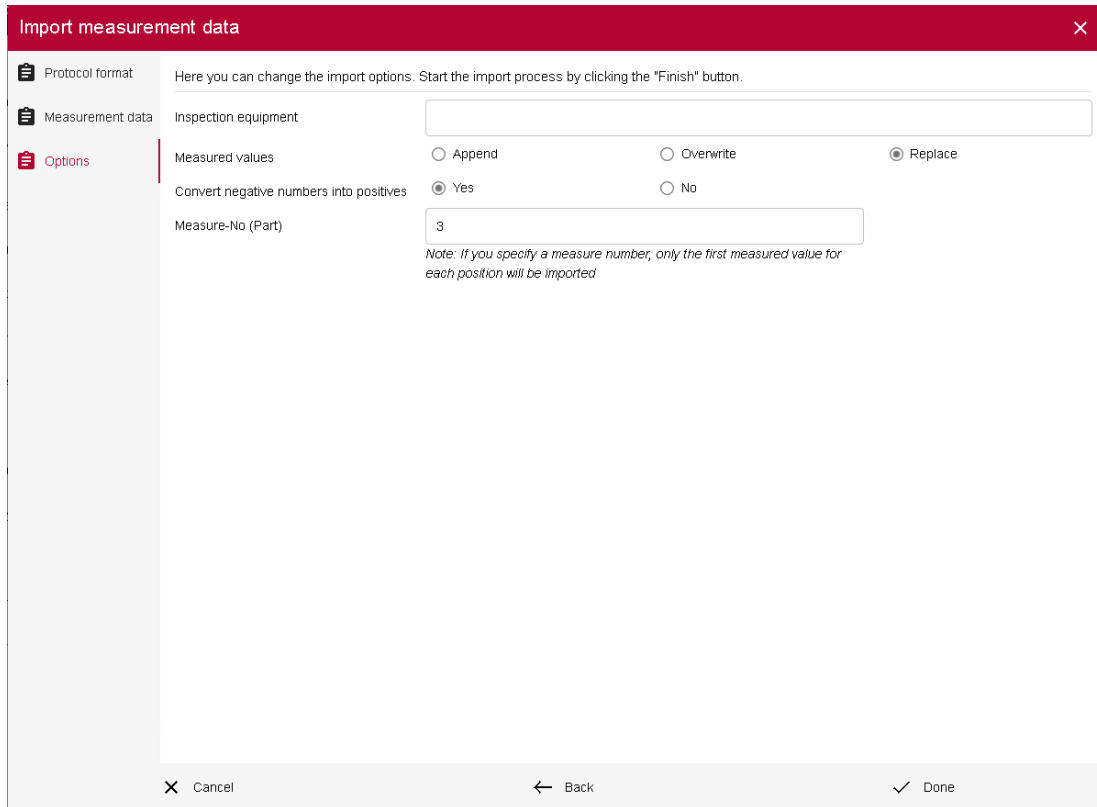


The **Measurement data** step consists of the following elements:

Element	Description
Expand all	This option allows you to expand all existing sub-elements in the table at the same time.
Collapse all	This option allows you to collapse all existing sub-elements in the table at the same time.
Select all	This option allows you to select all existing measured values for the measurement data import.
Select none	This option allows you to remove the selection of all existing measured values that have already been selected.
Select minimum values	This option allows you to select the minimum values of the positions.
Select max. values	This option allows you to select the maximum values of the positions.
Collapse/ Expand	With this function you can expand/collapse the elements in the table.
Selection	Activate the checkbox to manually select the measured value for the measurement data import. Deactivate the checkbox to exclude the measured value from the measurement data import.
Cavity no	The cavity number is displayed here.
Position No.	The position number is displayed here.
Actual value	The actual value that is imported for the position is displayed here.

Options

In the **Options** step, you can define options with which the measurement data shall be imported. For example, you can specify the inspection equipment or define how many measured values shall be imported per position.



The step **Options** consists of the following elements:

Element	Description
Inspection Equipment	Geben Sie hier die Bezeichnung des verwendeten Prüfmittels an, z. B. die verwendete Messmaschine.
Measured values	Select here how existing measured values shall be handled. Select one of the following options: <ul style="list-style-type: none"> • Append: The imported measured values are added to the existing measured values. • Overwrite The existing measured values are overwritten with the new measured values. • Replace The existing measured values are completely deleted and replaced by the new measured values.

Element	Description
	<p>! Important:</p> <p>If the Replace option is used, both the supplier's measured values and the customer's measured values are deleted completely.</p>
<p>Convert negative numbers into positives</p>	<p>Activate the Yes option if all negative measured values shall be converted into positive numbers during import.</p> <p>Activate the No option if negative measured values shall be transferred as negative measured values.</p>
<p>Measured-No. (Part)</p>	<p>Enter the measured value number for which the measured values shall be imported here. This information is relevant if a random sample inspection has been carried out. When inspecting part 3, for example, enter the measured value number 3.</p> <p>! Important:</p> <p>When indicating a measured value number, then only the first measured value for each position will be imported.</p>

6.6 Dialog "ISIR - Send back"

In the dialog **ISIR - Send back** you can write a message to the e-mail receiver of the initial sample inspection report, add further e-mail receivers and send the initial sample inspection report.

ISIR - Send back
✕

Warning: This ISIR contains positions with deviations and/or missing values /documents (see color of positions and evidences). Please leave a comment either in the comments field for the relevant position or on the cover sheet. Choose "Cancel" to revise the ISIR or "Send" to transfer it to your customer.

Part number	4808 A
Customer	iqs Software GmbH
Tool	Müller Werkzeug 3
Message to e-Mail receiver	
existing e-mail receivers	vpcuser@vpc.de
further e-mail receivers	

✕ Cancel
↩ Send

Diagram 26 Dialog ISIR - Send back

The dialog **ISIR - Send back** consists of the following elements:

Element	Description
Part number	This column displays the part number of the sampled part.
Customer	This column displays the name of the customer who receives the sent ISIR.
Tool	This column displays the tool that was used from sampling.
Message to email receiver	Enter (optional) a message to the email receiver who will be informed about the sent back of the ISIR.
existing email receivers	The email address of the existing email receivers is displayed here.
further email receivers	Enter (optional) additional email addresses of persons that shall be informed about the sent back of the ISIR.

Element	Description
Cancel	Here you can close the dialog. The initial sample inspection report is not sent back.
Send	Here you can send back the selected initial sample inspection report.

! Important: If the initial sample inspection report, which is to be send back, contains deviating or missing actual values or all required evidences or documents are unavailable, a corresponding info message in the upper area of the dialog.

Send back Initial Sample Inspection Reports

Administration

6.7 Dialog "ISIR - Send back" (without customer target report)

In the dialog **ISIR - Send back** , you can send an initial sample inspection report as a .SEC file to your customer and enter all the data required for this in the dialog. The customer does not have to have sent you an initial sample inspection report via Supply Chain before.

! Important: The function **Export without customer target report** is only visible if web editing has been deactivated.

ISIR - Send back
✕

Warning: If your ISIR contains positions with deviations and/or missing values /documents, please leave a comment either in the comments field for the relevant position or on the cover sheet. Choose "Cancel" to revise the ISIR or "Send" to transfer it to your customer.

Select SEC-File

Part number

Customer

Tool

Message to e-Mail receiver

further e-mail receivers




 Cancel
 Send

Diagram 27 Dialog ISIR - Send back when send back without customer target report

The dialog **ISIR - Send back** contains of the following elements:

Element	Description
Select SEC file	<p>Select the SEC file here that is to be sent to the customer.</p> <p>This field is a mandatory field.</p> <div style="border: 1px solid #ccc; background-color: #fff9c4; padding: 5px; margin-top: 10px;"> <p>! Hint: Click on  in the field Select SEC-File to open Windows Explorer and add the .SEC file.</p> </div>
Part number	Enter the part number of the part that was sampled. This field is a mandatory field.

Element	Description
Customer	Select the customer who shall receive the initial sample inspection report. This field is a mandatory field.
Tool	Enter the name of the tool that was used for sampling. This field is a mandatory field.
Message to email receiver	Enter (optional) a message to the email receiver who will be informed about the sent back of the ISIR.
further email receivers	Enter (optional) additional email addresses of persons that shall be informed about the sent back of the ISIR.
Cancel	<p>Here you can close the dialog. The initial sample inspection report is not sent back.</p> <div style="border: 1px solid black; background-color: #f0f0f0; padding: 5px; margin-top: 10px;"> <p>! Important: All previously entered values from the dialog are lost.</p> </div>
Send	Here you can send back the initial sample inspection report.

[Activate/ Deactivate web editing](#)

[Send back Initial Sample Inspection Report \(without customer target report\)](#)

[Download ISIR](#)

Published by:

PeakAvenue GmbH

Location Bühl (Baden)

PeakAvenue GmbH

Maria-Goeppert-Straße 15

D-23562 Lübeck

Phone: +49 451 930986 - 0

Web: www.peakavenue.de

Version:11.1.14

Published on: 02.13.25