Contents

[[1.1] Log in Panel 1](#_Toc439937589)

[[1.2] Select the Activity 1](#_Toc439937590)

[[1.3] Start Filling the required field as per the Form Format 1](#_Toc439937591)

[[1.4] Enter the Part No. of the Product 2](#_Toc439937592)

[[1.5] [CATEGORY] Drop Down List 2](#_Toc439937593)

[[1.6] [TYPE] Drop Down List 2](#_Toc439937594)

[[1.7] [USED] as Drop down List 2](#_Toc439937595)

[[1.8] [MATERIAL] as Drop down List 2](#_Toc439937596)

[[1.9] [DIMENSION] as Drop down List 3](#_Toc439937597)

[[1.10] [VOLUME CALCULATOR] conversion from MM to CUBIC FEET 4](#_Toc439937598)

[[1.11] [PICTURE OF PRODUCT] 4](#_Toc439937599)

[[1.12] Part Drawings in .PDF and .DWG Format Upload 6](#_Toc439937601)

**[1.1] PRODUCT DETAILS INPUT MODULE**

## [1.1] Log in Panel

|  |  |
| --- | --- |
| **Globe Fine Filtration** | |
| **User Login** | |
| **LOGIN I.D.** |  |
| **PASSWORD** |  |

**Remember me Forgot Password?**

[1.1.1] Activities on Log in Panel

* 1. [Ex-Stock Login I.D. Entering]
  2. [Ex-Stock Login Password Entering]
  3. [Forgot Password] ***direct to*** [Forgot Password Page]
  4. [Check] [√] [Remember me] [Save Log in Details on Panel]

## [1.2] Select the Activity

**Enter New**

**Part Details**

[1.2.1] Activities by User

1. [User Selects the Option]
2. [Either by [Mouse **Φ**] or [Tab Key]

## [1.3] Start Filling the required field as per the Form Format

[1.3.1] [Select Single Abbreviation from the Drop down List]

|  |  |
| --- | --- |
|  |  |

[1.3.2] [Pull List Data from <ABBREVIATION CODE INDEX>]

[1.3.3] [Show the full name of the <ABBREVIATION CODE>]

|  |  |
| --- | --- |
| **AF-F** |  |

**AIR FILTER FELT**

## [1.4]Enter the Part No. of the Product

[1.4.1] User will type the Part No. in numerical

[1.4.2] Left align the no. & space to write 10 numerical nos.

[1.4.3] User will save the inserted Part No.

[1.4.4] The Save Part No. will be shown with the [FIELD 1.3] in the following format

[1.4.5] Default prefix and suffix of the abbreviation will be shown as mentioned below.

[1.4.6] Freeze the [FIELD 1.3][FIELD1.4] after [SAVE] Selection

[1.4.7] The [FIELD 1.3] [FIELD1.4] can only be changed again when selecting [EDIT] Option.

**EDIT**

**SAVE**

**325140**

**AF-325140-F**

## [1.5] [CATEGORY] Drop Down List

|  |  |  |
| --- | --- | --- |
| **CATEGORY** | **[Select] anyone from [1.5.1]**  **Drop Down List** |  |

[1.5.1]<AIR FILTER><LUBE FILTER><FUEL FILTER><HYDRAULIC FILTER><AIR OIL SEPERATOR>

<WATER-COOLANT FILTER>

[1.5.2] User can select any one fields from [FIELD 1.5.1]

## 

## [1.6] [TYPE] Drop Down List

|  |  |  |
| --- | --- | --- |
| **TYPE** | **[Select] anyone from [1.6.1]**  **Drop Down List** |  |

[1.6.1] <CYLINDRICAL><PANEL><CONICAL><SPIN ON>

[1.6.2] User can select any one fields from [FIELD 1.6.1]

## [1.7] [USED] as Drop down List

|  |  |  |
| --- | --- | --- |
| **USED AS** | **[Select] anyone from [1.7.1]**  **Drop Down List** |  |

[1.7.1] <PRIMARY> <SECONDARY> <SAFETY> <BYPASS>

[1.7.2] User can select any on fields from [FIELD 1.7.1]

## [1.8] [MATERIAL] as Drop down List

|  |  |  |
| --- | --- | --- |
| **MATERIAL** | **[Select] anyone from [1.7.1]**  **Drop Down List** |  |

[1.8.1] <METAL COVER [M]> <POLYUTHERANE [PU]> <PLASTISOL [PP]>

[1.8.2] User can select any one fields from [FIELD 1.8.1]

## [1.9] [DIMENSION] as Drop down List

|  |  |  |  |
| --- | --- | --- | --- |
| **TOP O.D.** |  | **M.M.** |  |
| **BOTTOM O.D.** |  | **M.M.** |  |
| **TOP I.D.** |  | **M.M** |  |
| **BOTTOM I.D.** |  | **M.M** |  |
| **HEIGHT** |  | **M.M.** |  |
| **THREAD SIZE** |  | |  |
| **GASKET [A]** |  | **NOS.** |  |
| **GASKET [I]** |  | **NOS.** |  |
| **WEIGHT / UNIT** |  | **K.G.** |  |
| **PIECES / CARTON** |  | **NOS.** |  |
| **WEIGHT / CARTON** |  | **NOS.** |  |
| **VOLUME OF CARTON** |  | **CU.FT.** | **CALC** |

**[SAVE] [EDIT] [CLEAR ALL]**

[1.9.1] Field <TOP O.D.>Manual Entry by User

[1.9.2] Field <BOTTOM O.D.>Manual Entry by User

[1.9.3] Field <TOP I.D.>Manual Entry by User

[1.9.4] Field <BOTTOM I.D.>Manual Entry by User

[1.9.5] Field <TOP I.D.>Manual Entry by User

[1.9.6] Field <HEIGHT>Manual Entry by User

[1.9.7] Field <THREAD SIZE> Manual Entry by User

[1.9.8] Field <GASKET [A]>Drop down Entry by User & Options select any one from [1.9.8]

[1.9.9] <0><1><2><3><4><5><6><7><8><9><10>

[1.9.10] Field <GASKET [I]>Drop down Entry by User & Options select any one from [1.9.10]

[1.9.11] <0><1><2><3><4><5><6><7><8><9><10>

[1.9.12] Field <WEIGHT / UNIT> Manual Entry by User

[1.9.13] Field <PIECE / CARTON> Manual Entry by User

[1.9.14] Field <WEIGHT / CARTON> Manual Entry by User

[1.9.15] Field <VOLUME OF CARTON> User Click [CALCULATOR] Option. Direct User to [1.10]

[1.9.16] In [CALCULATOR] he input numerical field in Millimeter and [CALC] derives value in CU.FT

[1.9.17] the derived [CUBIC FEET] Value is then reflected in [VOLUME OF CARTON] by default

[1.9.18] Freeze all FIELD TAB when selected [SAVE]

[1.9.18] User can also [EDIT] the field after selecting [EDIT]. Also [CLEAR ALL] activates when

Edit is [ON]

## [1.10] [VOLUME CALCULATOR] conversion from MM to CUBIC FEET

|  |  |
| --- | --- |
| **CALCULATOR** | |
| **Length in mm** | **[MANUAL]** |
| **Width in mm** | **[MANUAL]** |
| **Height in mm** | **[MANUAL]** |
| **Total Cubic Feet** | **[Derived and reflect in VOL. OF CARTON]** |
| **[SAVE] [EDIT] [CLOSE]** | |

[1.10.1] Field <LENGTH IN MM>Manual Entry by User

[1.10.2] Field <WIDTH IN MM>Manual Entry by User

[1.10.3] Field <HEIGHT IN MM>Manual Entry by User

[1.10.4] Field <TOTAL CUBIC FEET>Converter and Derived as per Fields [1.10.1] [1.10.2] [1.10.3]

[1.10.5] All Field Values [1.10.1] [1.10.2] [1.10.3] [1.10.4] be [SAVE] before it reflects to [1.9.15]

[1.10.6] All Field Values [1.10.1] [1.10.2] [1.10.3] [1.10.4] be [SAVED] for future reference

[1.10.7] All Field Values [1.10.1] [1.10.2] [1.10.3] [1.10.4] will be Freeze after [SAVE] Click.

[1.10.8] The [SAVE] Field Values [1.10.1] [1.10.2] [1.10.3] can only be edited by [EDIT] Option.

[1.10.9] The User select [CLOSE] Option to end the [CALCULATOR] Function

[1.10.10] Converter and Derived Field [TOTAL CUBIC FEET] is reflected in [VOLUME OF CARTON]

## [1.11] [PICTURE OF PRODUCT]

**[1.11.1]** [SELECT TO UPLOAD & EDIT]

**UPLOAD**

**PICTURE**

**[1.11.2]**[PICTURE UPLOAD & EDIT DIALOGUE] POP-UP

**SELECT**

**OPTIONS**

**FROM  
BELOW**

|  |
| --- |
| **[REMOVE]** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **[BROWSE]** |  | **[WEB CAM]** |  | **[SAVE]** |

**[CLOSE]**

[1.11.3] User Select the Option [UPLOAD PICTURE] from the [PRODUCT ENTRY MODULE] page.

[1.11.4] Pop- Up Window [PICTURE UPLOAD & EDIT DIALOGUE] Opens.

[1.11.5] if selected [BROWSE] direct user to computer [BROWSE] Dialogue

[1.11.6] if selected [WEB CAM] direct user to computer’s [WEB CAM] picture

[1.11.7] if selected [SAVE] then Selected and Preview Picture is [SAVED] at the location.

[1.11.8] if selected [REMOVE] then remove the Saved Picture.

[1.11.9] after completion of Picture Activity. User Closed the Pop-up by selecting [CLOSE] option.

## [1.12] Part Drawings in .PDF and .DWG Format Upload

**[1.13.1] Highlight the [LOGO] icons on the master page and provide the facility accordingly**

****

**[Browse] [Delete] [Browse] [Delete]**

**[SAVE] [CLOSE]**

**END OF THE MODULE**