

Functional Requirements Document- Sales Support

Prepared for
Technica

Version: **2.0**

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Table of Content

Contents

INTRODUCTION.....	3
1.1 PURPOSE.....	3
1.2 ACRONYMS	3
1.1 BUSINESS PROCESSES LIST	4
1.2 PROCESSES LIST.....	4
1.3 SALES SUPPORT PROCESSES	5
1.3.1 <i>SS001 – Sales Support Overview.</i>	5
Process Overview	5
Requirements	5
1.3.2 <i>SS002 – DFI.</i>	5
Process Overview	5
Requirements	5
1.3.3 <i>SS003 – Engineering Job Order.</i>	6
Process Overview	6
3. Requirements.....	6
1.3.4 <i>SS004 – Building BOM.</i>	7
Process Overview	7
Requirements	7
1.3.5 <i>SS005 – Assembly cost & Selling price Calculation.</i>	8
Process Overview	8
1.3.6 <i>SS006 – Using Products from Library.</i>	11
Process Overview	11
1.3.7 <i>SS007 – Quotation Preparation.</i>	11
Process Overview	11
Requirements	15
1.3.1 <i>SS008 – Resource Time & Efforts.</i>	16
Process Overview	16
1.3.2 <i>SS000 – Setup.</i>	17
1.3.2.1 Costing Sheet.....	17
1.3.2.2 Cost Groups.....	18
1.3.2.3 Product Category.....	18
1.3.2.4 Product Owner.....	19
1.3.2.5 Requirements	19

Introduction

1.1 Purpose

The Functional Requirements Document (FRD) describes in common terms:

- An overview of the processes comprising each Work stream
- An overview of each sub-process comprising the Work stream
- Major gaps between the business requirements and the functionality supported by the standard Microsoft Dynamics 365 solution
- The problem summary including current business/environment issues
- Proposed technology to support the new or altered business processes
- How implementation of the proposed solution will benefit the users/stakeholders

The FRD is the starting point of the solution and system development and is a collaborative effort between all business and technology stakeholders. The purpose of the Functional Requirements Document (FRD) is to document requirements for the requested system solution.

The objective of the Functional Requirements Document is to provide enhanced documentation for requirements that are a gap or will require a workaround or process change in order to fit the system solution of the client. The need for any modifications is clarified through the FRD. The FRD forms the basis of the subsequent task concerning the system design.

This document focuses on Production requirements.

1.2 Acronyms

Abbreviation	Explanation
FRD	Functional Requirement Document
System	Dynamics 365 Finance & Operation
D365	Dynamics 365 Finance & Operation
Backoffice	D365 F&O

1.1 Business Processes List

1.2 Processes List

To elaborate and define the functionality, the following processes have been presented in the subsequent sections:

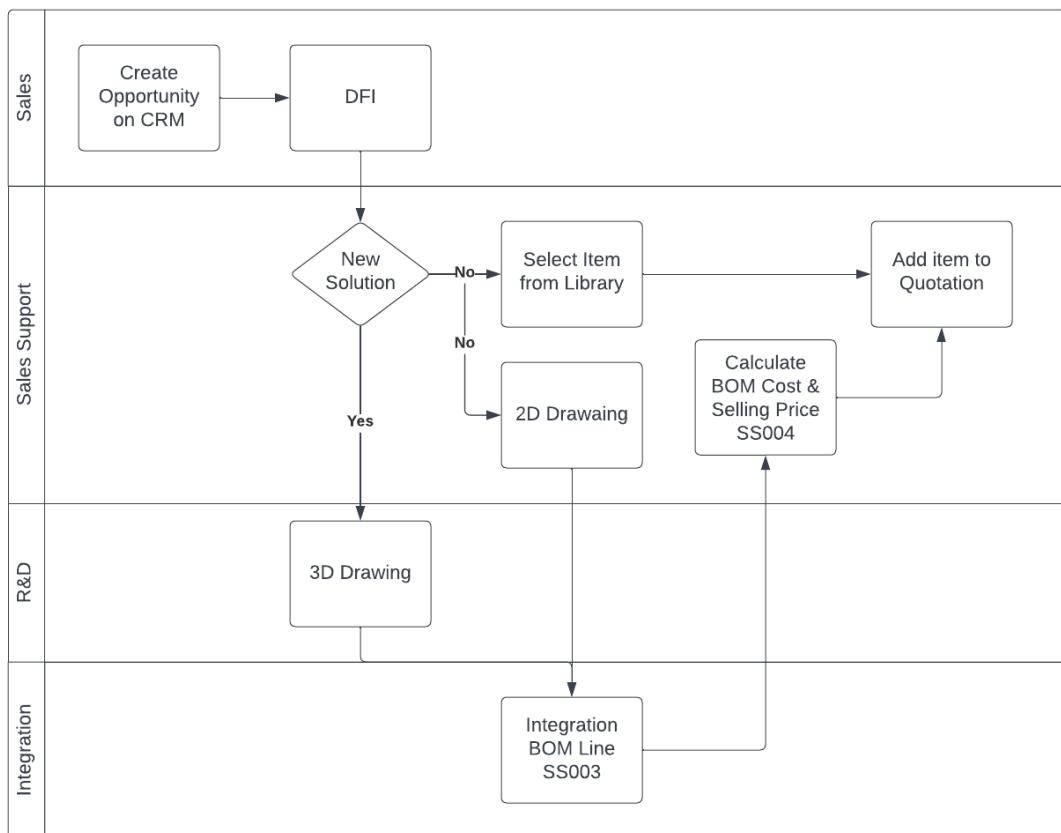
Process ID	Name
PRD001	Sales Support
PRD002	DFI
PRD003	Building BOM
PRD004	Assembly Cost & Selling Price

1.3 Sales Support Processes

1.3.1 SS001 – Sales Support Overview

Process Overview

The sales support main goal is to create a solution based on the customers requirement



1.3.2 SS002 – DFI

Process Overview

The Sales support will receive the DFI from CRM and will build their solution based on it; the DFI is mentioned in the Sales FRD in details.

Requirements

ID	Description	Fit/Gap
----	-------------	---------

SS002-01	Ability to track DFI	GAP - Customization
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1.3.3 SS003 – Engineering Job Order

Process Overview

Whenever the sales support requires a design for a new equipment they create an engineering Job order on F&O:

1. The Sales support issue an engineering job order, and include all the details with all technical specifications; once all the information is added, it needs to be approved by the Product category owner from the R&D department.
2. Once approved, the engineering job order can be processed to completion

3. Requirements

ID	Description	Fit/Gap
SS003-01	R&D's Trigger to initiate work based on new requirement will be handled by the Engineering Change Request issued by Sales Support	FIT
SS003-02	Change request can be initiated by Business Development or Sales	FIT
SS003-03	Ability to apply Change Request Workflow	FIT
SS003-04	Ability for R&D to track Engineering change request stages	FIT
SS003-05	Change Request needs to have a deadline	GAP
SS003-06	Engineering change request should be approved by the Mechanical or electrical HOD depending on the change or enhancement to a particular	FIT

1.3.4 SS004 – Building BOM

Process Overview

During the quotation phase, a 2D drawing is done and will be integrated in F&O;

The item on F&O can maintain multiple BOM versions, as displayed in the below screen and each BOM can be a different configuration; note that a BOM can be updated on the production order, meaning if for any reason there need to be a change of BOM line to the BOM that was imported, the sales support can update the BOM.

IDENTIFICATION	INVENTORY DIMENSIONS	PRODUCT REFERENCE	VALIDITY	To date	STATUS
BOM SS01	Configuration SS	Item number SAL1245-21CCR13-7	From qty. 1.00		Active Yes
Name Sales Support	Site Technica	Product name Conveyor / Stainless Steel	From date	Engineering controlled No	Approved Yes

Bill of materials lines
+ New ▾ <input type="checkbox"/> Delete <input type="checkbox"/> Edit Where-used BOM versions Display dimensions Product change ▾ Engineering change ▾
<input type="radio"/> Item number Configuration Size Color Style Warehouse Resource ... Quantity Per series Unit Configuration group Item type Product name
<input checked="" type="radio"/> SAL1245-21CCR00B SAL1245-21CCR00C 1.0000 1 ea SAL1245-21CCR00B Motor Leg with Motor
<input checked="" type="radio"/> SAL1245-21CCR00C FA,BO,HH,106 1.0000 1 ea Hexagonal Head M10x20
<input checked="" type="radio"/> SAL1245-21CCR41 FA,MU,HX,1 1.0000 1 ea Hexagonal Nut M10x1.25
<input checked="" type="radio"/> SAL1245-21CCR41 PUC - R37DRN90L4BE2H 1.0000 1 ea STEP AP214
<input checked="" type="radio"/> SAL1245-21CCR34 1.0000 1 ea Plate

On a related note, you can track multiple cost calculation based on different BOM Configurations from the Item Cost , in addition the activation date will allow for a more time sensitive cost tracking.

Costing type	Price type	Version	Name	Configuration	Site	Price	Price quan...	Price charg...	Charges q...	Incl. in unit...	Unit	Activation date	B
Planned cost	Cost	Sales_Supp	Sales Support	SS	Technica	5,209.00	1.00	1.00	ea	5/29/2023	✓		
Planned cost	Sales price	Sales_Supp	Sales Support	SS	Technica	6,341.50	1.00	1.00	ea	5/29/2023	✓		
Planned cost	Cost	Sales_Supp	Sales Support	SS	Technica	5,209.00	1.00	1.00	ea	5/29/2023	✓		
Planned cost	Sales price	Sales_Supp	Sales Support	SS	Technica	6,341.50	1.00	1.00	ea	5/29/2023	✓		
Planned cost	Sales price	Sales_Supp	Sales Support	PS	Technica	4,462.50	1.00	1.00	ea	5/29/2023	✓		
Planned cost	Sales price	Sales_Supp	Sales Support	SS	Technica	6,176.50	1.00	1.00	ea	5/29/2023	✓		
Planned cost	Cost	Sales_Supp	Sales Support	PS	Technica	3,330.00	1.00	1.00	ea	5/29/2023	✓		
Planned cost	Cost	Sales_Supp	Sales Support	SS	Technica	5,044.00	1.00	1.00	ea	5/29/2023	✓		

Requirements

simulate these 4 processes

ID	Description	Fit/Gap
SS004-01	Ability to track an assembly BOM	FIT
SS004-02	Ability to Maintain multiple configurations of the same BOM	FIT
SS004-03	Ability to track where a certain item is used (in which BOM?)	FIT

Page 7

1.3.5 SS005 – Assembly cost & Selling price Calculation

Process Overview

In order for the sales support to calculate the cost and selling price of any assembly, all the nested BOM's and material that make up this assembly need to have a defined cost price;

FAJNU.HX1 : 1.4 Standard view												
Item price												
Pending prices		Active prices										
<input type="button" value="Filter"/> Show latest only												
Costing type	Price type	Version	Name	Configuration	Site	Price	Price quan...	Price charg...	Charges q...	Incl. in unit...	Unit	Activation date
Planned cost	Cost	Sales_Supp	Sales Support	Technica	9004	1.00	0.00		ea	6/14/2023	Blocked	Calculated

A costing version will be defined for sales support specifically.

SAL1245-21CCR13-5 : Conveyor Standard view												
Item price												
Pending prices		Active prices										
<input type="button" value="Filter"/> Show latest only												
Costing type	Price type	Version	Name	Configuration	Site	Price	Price quan...	Price charg...	Charges q...	Incl. in unit...	Unit	Activation date
Planned cost	Cost	Sales_Supp	Sales Support	SS	Technica	5,209.00	1.00	1.00	ea	5/29/2023	✓	
Planned cost	Sales price	Sales_Supp	Sales Support	SS	Technica	6,341.50	1.00	1.00	ea	5/29/2023	✓	
Planned cost	Cost	Sales_Supp	Sales Support	SS	Technica	5,209.00	1.00	1.00	ea	5/29/2023	✓	
Planned cost	Sales price	Sales_Supp	Sales Support	SS	Technica	6,341.50	1.00	1.00	ea	5/29/2023	✓	
Planned cost	Sales price	Sales_Supp	Sales Support	PS	Technica	4,462.50	1.00	1.00	ea	5/29/2023	✓	
Planned cost	Sales price	Sales_Supp	Sales Support	SS	Technica	6,176.50	1.00	1.00	ea	5/29/2023	✓	
Planned cost	Cost	Sales_Supp	Sales Support	PS	Technica	3,330.00	1.00	1.00	ea	5/29/2023	✓	
Planned cost	Cost	Sales_Supp	Sales Support	SS	Technica	5,044.00	1.00	1.00	ea	5/29/2023	✓	

Released product details												
Technica *												
Item number Product name Search name Product type Product subtype Cost group Item group Item model group Coverage group												
FA.B0.HH.106	Hexagonal Head M10x20	1.3	Item	Product	M3	Assembly	WAVG	Req				
FAJNU.HX1	Hexagonal Nut M10x1.25	1.4	Item	Product	M3	Assembly	WAVG	Req				
PUC - R37DRN90L4BE2H	STEP AP214	1.6	Item	Product	M2	Assembly	WAVG	Req				
SAL1245-21CCR13-7	Conveyor	Conveyor	Item	Product master	M2	Assembly	WAVG	Req				
SAL1245-21CCR00B	SAL1245-21CCR00B	1.1	Item	Product	M2	Assembly	WAVG	Req				
SAL1245-21CCR00C	Motor Leg with Motor	1.2	Item	Product	M2	Assembly	WAVG	Req				
SAL1245-21CCR34	Plate	2	Item	Product	M2	Assembly	WAVG	Req				
SAL1245-21CCR41		1.5	Item	Product	M1	Assembly	WAVG	Req				

And each item will be assigned to a cost group; the cost group is better defined in the setup section below (section 1.3.2.2)

Once all the above are in place, the sales support can run cost calculation routine in order to calculate the cost and selling price of the assembly for all the defined layers for a specific BOM which was integrated in section 1.3.4

The screenshot shows the SAP BOM version screen for SAL1245-21CCR13-7 Sales Support. It displays the BOM version details, including identification, inventory dimensions, product reference, validity, and status. Below this, the Bill of materials lines table shows the components required for the BOM, such as SAL1245-21CCR00B (Motor Leg with Motor), FA.B0.HH.106 (Hexagonal Head M10x20), and SAL1245-21CCRC41 (STEP AP214).

As a result the system will generate the cost and selling price based on the cost sheet, cost groups and BOM;

The screenshot shows the SAP Item price screen for SAL1245-21CCR13-7 CONVEYOR. It lists pending prices (Sales price) and active prices (Cost). The active price for Sales_Supp is \$546.00.

once the sales support are satisfied with the figures they can activate the cost and selling price which will make the cost and selling price active as of a certain activation date.

Furthermore, the calculation group can notify the user of any missing component during selling and cost price calculation, for example: whether there is "No Bom", "No Route", No Resource, "No Consumption", or most importantly "No Cost price" on any of the BOM lines

The screenshot shows the SAP Calculation groups screen for STD Standard. It displays the General settings for the calculation group, including cost price model (Item cost price), sales price model (Cost group), and various warnings such as "No BOM", "No route", "No resources", "No consumption", and "No cost price". The maximum age of cost price is set to 0, and the minimum contribution margin is set to 0.00.

And as a result, the user is notified of any of these missing components during price calculation which would allow the user to revisit and amend the missing area during price calculation,

for example if there is any cost price missing on any of the components the user would be notified on which specific item(s)

The screenshot shows the 'Item price' screen in Microsoft Dynamics 365. The main grid displays a list of items with columns for Costing type, Price type, Version, Name, Configuration, Site, Price, Price quantity, Price charged, Charges quantity, and Incl. in unit price. A message dialog box titled 'Message details' is open, showing a hierarchical tree of price calculation issues. Issues include 'No active route version exists' for various items and 'Cost doesn't exist for Setup Cost' for specific open numbers.

In regards to the margin calculation, a topic was discussed during the analysis session that sometime after BOM cost and selling price calculation, the sales support used to change the margin at the top level of the BOM, in order to address this, the sales support can use the cost group profit-setting, where multiple different profit scenario's can be applied on all BOM layers from the bottom top instead of just at the top later, this will allow the sales support to try out different margin calculation while maintaining a full link from the lowest nested BOM to the top.

The screenshot shows the 'Cost groups' screen. A cost group named 'M2 Cabinets comp.' is selected. The 'General' section shows the cost group type as 'Direct materials'. The 'Profit' section contains a table with four rows, each representing a profit setting. The columns are 'Profit-setting' and 'Profit perc...'. The rows are: Standard (35.00), Profit 1 (45.00), Profit 2 (50.00), and Profit 3 (65.00).

Profit-setting	Profit perc...
Standard	35.00
Profit 1	45.00
Profit 2	50.00
Profit 3	65.00

That Cost and Selling price that are generated here will affect the quotation, now even after the prices are confirmed, if any re-work need to be done, or if any reconsideration need to happen on the cost or selling price, we can allow special roles to re-visit this area and generate new figures in case this is required.

1.3.6 SS006 – Using Products from Library

Process Overview

In the case where Sales support want to use an existing item from the library, then it is no longer necessary to go through process SS005 where they calculate the BOM Selling and Cost price since it is already done, they can process to creating a quotation in process SS007 and adding the item that already exists.

1.3.7 SS007 – Quotation Preparation

Process Overview

- A. Sales support meantime prepare a quotation and collaborate with engineers in parallel and drawings are being issued.
- B. Meantime, communication with R&D are done as they need to check which technology to proceed with it or if its available.
- C. At the end, quotation is issued to the customer from CRM as shown in the below steps:
 - From the related opportunity, create project quotation with the related references, currencies but without project ID as it will not be created in this stage since the quotation are not yet confirmed (Deal not signed yet since sales team are negotiating the offer with the customer so obviously the opportunity still not won.

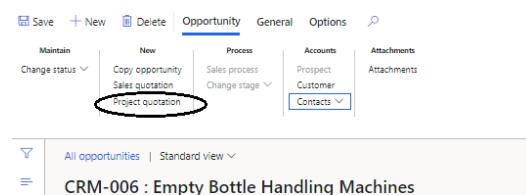


Figure 10 – All opportunities create quotation

- Quotation is created with a status "Created".

Figure 11 – Create Quotation

- D.** Within the quotation screen, import WBS from a readymade template (WBS will be created automatically to register different Project Activities (with due dates to follow up later regarding Project Progress). Technica will have many templates that will be migrated later during migration phase:

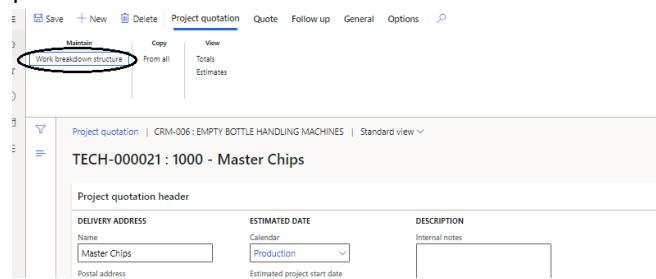


Figure 12 – Project Quotation screen

- i. Click maintain WBS and import existing template.

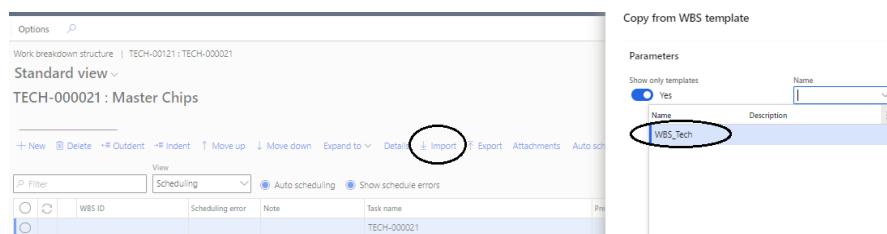


Figure 13 – WBS with scheduling view

- ii. Below is a sample of an existing imported template of Technica's.

	WBS ID	Scheduling error	Note	Task name	Predecessors	Category	Effort in hours	Task start date	Task end date	Duration
	TECH-000021			Initiation			1,390.00	19/06/2023	17/07/2023	21.
				Execution	1		56.00	19/06/2023	27/06/2023	7.
				Layout Engineering			1,055.00	19/06/2023	17/07/2023	21.
				Design			104.00	28/06/2023	14/07/2023	13.
				Manufacturing			304.00	19/06/2023	07/07/2023	15.
				Material Delivery			96.00	30/06/2023	17/07/2023	12.
				Assembly			64.00	19/06/2023	28/06/2023	8.
				EPMC			128.00	19/06/2023	22/06/2023	4.
				EPMA			24.00	19/06/2023	21/06/2023	3.
							32.00	19/06/2023	22/06/2023	4.
	2.5.3			EPMB			32.00	19/06/2023	22/06/2023	4.
				Mechanical		Efforts	8.00	19/06/2023	19/06/2023	1.
				Cable Wiring	2.5.3.1	Efforts	8.00	20/06/2023	20/06/2023	1.
				Electrical Panel	2.5.3.2	Efforts	8.00	21/06/2023	21/06/2023	1.

Figure 14 – WBS with scheduling view

E. In every activity created, the team can assign items, expenses, hour.

- In WBS Scheduling view, select the activity/task line and click on “**Details**”.

	WBS ID	Scheduling error	Note	Task name	Predecessors	Category	Effort in hours	Task start date	Task end date	Duration	Number of res...	Role ID
	2.5.2.3			Electrical Panel	2.5.2.2	Efforts	8.00	21/06/2023	21/06/2023	1.00	1.00	
	2.5.2.4			Packing	2.5.2.3	Efforts	8.00	22/06/2023	22/06/2023	1.00	1.00	
▼	2.5.3			EPMB			32.00	19/06/2023	22/06/2023	4.00	1.00	
	2.5.3.1			Mechanical		Efforts	8.00	19/06/2023	19/06/2023	1.00	1.00	
	2.5.3.2			Cable Wiring	2.5.3.1	Efforts	8.00	20/06/2023	20/06/2023	1.00	1.00	
○	2.5.3.3			Electrical Panel	2.5.3.2	Efforts	8.00	21/06/2023	21/06/2023	1.00	1.00	
	2.5.3.4			Packing	2.5.3.3	Efforts	8.00	22/06/2023	22/06/2023	1.00	1.00	

Figure 15 – WBS Scheduling Views (Insert Cost Details)

- Technica team will add the below data (Via integration from CAD system → WBS will be sent to CAD with the related activity number then the CAD will fill the related item... and send it back to D365):
 - Transaction Type: Item, Hour, Expense.
 - Project category: Will show related category of item, hour or expenses depends on what you chose in the transaction type.
 - Every type created or category created will have a resource assigned to it, Role ID.
 - Same transaction type, same project category might be created twice (This is doable), but every line will have different resource assign to it with its unique prices (Price details by resource will be elaborated in detail in the Resource allocation section).
 - As for the item cost/price please refer to sales support FRD for price calculation (under section Assembly cost & selling price calculation):
 - Technica get the price of sales support based on a BOM that doesn't exist. They assume that it exists based on history and calculation of a study (best practice). Sales support do the configuration.

Transaction type	Description	Project category	Role ID	Quantity	Unit cost price	Unit sales price	Total cost price	Total sales price	Item number	Sales category	Line property
Hour	Efforts			8.00	100.00	1,800.00	800.00	14,400.00		Billable	
Expense	Flight			1.00	150.00	250.00	150.00	250.00		Billable	
Item	Conveyor	Item		1.00	4,086.00	5,602.00	4,086.00	5,602.00	5AL1245...	Billable	

Figure 16 – WBS Cost Details

- F. Once WBS is completed, go back to quotation page in the “Lines” section and click on generate “Create quotation lines from WBS”.

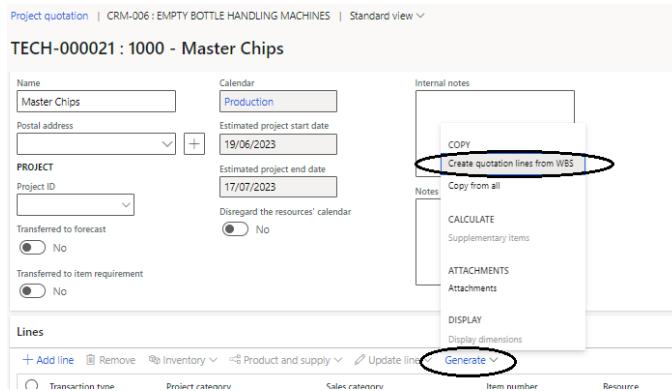


Figure 17 – Project quotation Line

- Lines will be updated by all the items coming from WBS then submit workflow for approval (**Workflow details will be sent by Technica during migration phase**)

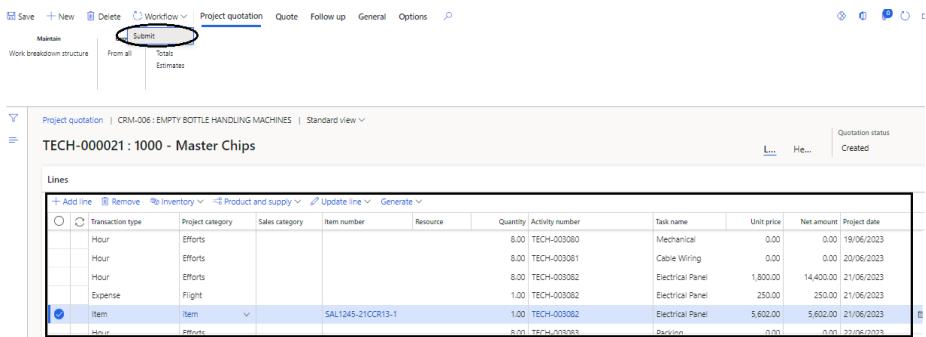


Figure 18 – Project Quotation lines (2)

- Workflow is for internal approval before sending the quotation to the customer. Once approved, the status will be changed to Approved → Then sent the quotation to customer.

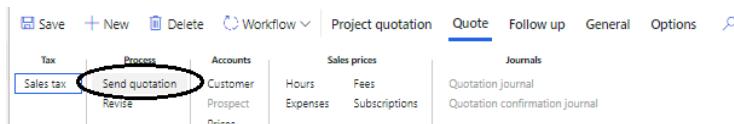


Figure 19 – Send quotation path.

- Once the quotation is status “Sent”, the sales support have the ability to printout the actual quotation.
 - i. In regards to the Printout, the Sales support need to rearrange the cost groups to be visible in separate items
 - i.e.: installation labor costs is a cost group for each assembly.

- In the final print out the sales support need to show the labor cost as a separate item which needs to be done by customizing the final printout report
- ii. The Sales Support need to be able to include/exclude all the installation in simple check box, which also requires customization.
- Once Rejected/Approved by the customer. The sales team will need to update the opportunity status. Or if it was rejected for the purpose of updating the quotation, then the sales team will have access also to update the quotation and send it back.

G. Opportunity Loss/Won

- If an opportunity is lost, the project quotation will be cancelled.
- If the opportunity is won, the project quotation will be confirmed and will be ready to create the related project. See below steps that was adopted by Technica:
 - i. Go to opportunity created and update status to "Win".
 - ii. Once updated to "Win", Project quotation will be automatically updated to status "Confirmed".

Requirements

ID	Description	Fit/Gap
SS005-01	Ability to create a costing version for Sales Support	FIT
SS005-02	Ability to assign a cost for each item	FIT
SS005-03	Ability to assign a Cost Group for each item	FIT
SS005-04	Ability to calculate item cost and selling price	FIT
SS005-05	Ability to add margin on each cost group	FIT
SS005-06	Ability to add justification on Quotation Item Line	GAP
SS005-07	Re-arrange Labor cost to show as separate items	GAP
SS005-08	Ability to Show/Hide Installation on Printout	GAP

1.3.1 SS008 – Resource Time & Efforts

Process Overview

All efforts incurred by the sales support department needs to be recorded, whether it is during the sales process, or after the project was won;

To do that the Sales support will need to record efforts on timesheets that are linked to Projects and activities within the WBS; so the Sales support activities needs to be included in the WBS even before winning the project

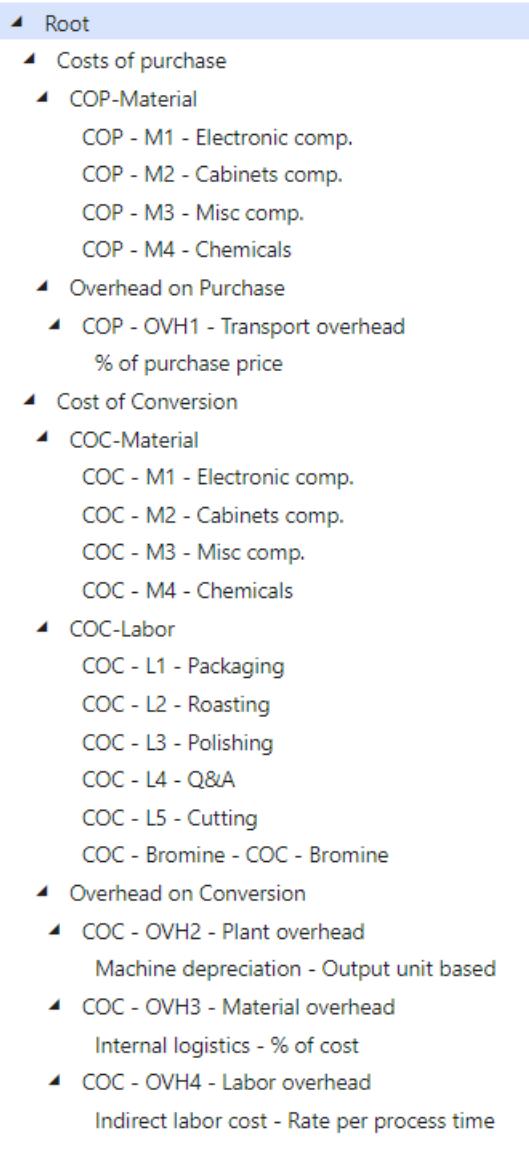
The screenshot shows the 'Timesheet' maintenance screen. At the top, there are buttons for Save, New, Delete, Workflow, Timesheet, and Options. Below these are links for 'Maintain My delegates', 'Related information', 'Print Hour transactions', and 'Print timesheet'. The main title is 'All timesheets | Standard view ~ TECH-0001 : Assembly Worker'. Under 'Lines', there is a header row with columns: Resource, Timesheet period, Work week, Approval status, and Timesheet total. The resource is set to 'Assembly Worker' and the period is '7/24/2023 - 7/30/2023'. The work week is '7/24/2023 - 7/30/2023', approval status is 'Draft', and the total is '13.00'. The 'Timesheet lines' section contains a table with two rows. The first row has columns: + New line, Remove, Copy from, Legal entity, Customer, Name, Project ID, Project name, Activity number, Activity, Category, Mon 07/24, Tue 07/25, Wed 07/26, Thu 07/27, Fri 07/28, Sat 07/29, Sun 07/30, Total, and Line properties. The second row is for 'Master Chips' with Project ID TECH-000110, Project name 'Technica New Pro...', Activity number TECH-003141, and Activity 'Execution'. The category is 'Efforts' and the value for Monday is '\$0.00'. The second row has columns: Legal entity, Customer, Name, Project ID, Project name, Activity number, Activity, Category, Mon 07/24, Tue 07/25, Wed 07/26, Thu 07/27, Fri 07/28, Sat 07/29, Sun 07/30, Total, and Line properties. The value for Monday is '\$5.00'.

+ New line	Remove	Copy from	Legal entity	Customer	Name	Project ID	Project name	Activity number	Activity	Category	Mon 07/24	Tue 07/25	Wed 07/26	Thu 07/27	Fri 07/28	Sat 07/29	Sun 07/30	Total	Line properties
			TECH	1000	Master Chips	TECH-000110	Technica New Pro...	TECH-003141	Execution	Efforts	\$0.00							8.00	Billable
			TECH	1000	Master Chips	TECH-000110	Technica New Pro...	TECH-003140	Initiation	Efforts	\$5.00							5.00	Billable

1.3.2 SS000 – Setup

1.3.2.1 Costing Sheet

The costing sheet will define how Technica perceives their cost and selling price structure; the costing sheet will allow technica to add the Cost groups (that are linked to items) in the structure which most suits Technica.



The costing sheet will be collected from Technica during the migration phase

1.3.2.2 Cost Groups

Each item can be linked to one cost group, the cost group can be "Direct Materials", "Direct Manufacturing", "Indirect", "Direct Outsourcing"; the cost group will define what is the cost group type as well as what margin that will be calculated on top of the item cost

The screenshot shows the SAP Fiori interface for managing cost groups. On the left, there is a navigation tree with levels L1 through L3. L1 includes Packaging, L2 includes Assembly, L3 includes Polishing, L4 includes Q&A, L5 includes Cutting, M1 (Electronic comp.) is selected and highlighted in blue, M2 (Cabinets comp.) is listed below it, and M3 (Misc comp.) is at the bottom. The main area is titled 'Cost groups' and shows a table with one row for 'M1 Electronic comp.'. The table has columns for 'Cost group' (M1) and 'Name' (Electronic comp.). Below the table, there are two sections: 'General' and 'Profit'. In the 'General' section, 'Cost group type' is set to 'Direct materials', 'Behavior' is blank, and the 'Default' switch is set to 'No'. In the 'Profit' section, there are two options: 'Profit-setting' and 'Standard'. 'Standard' is selected, and its 'Profit perc...' value is '20.00'. There are also '+ Add' and 'Remove' buttons.

Technica will provide all cost groups during the migration phase

1.3.2.3 Product Category

An engineering product category serves as the foundation for creating a specific engineering product. Each category defines a set of default values and policies. Consequently, when you initiate the creation of an engineering product, your first step is to choose the relevant category.

Please note that a new type of category hierarchy, known as the engineering product hierarchy, is automatically established for your convenience. You also have the option to manually create categories by navigating to Engineering change management > Setup > Engineering product category details.

Every engineering product category sets the default behavior for the engineering products that fall under that category.

When a specific engineering product category is created, certain settings are restricted from being altered. These settings include:

1. Engineering company
2. Product type

3. Product subtype
4. Product dimension group
5. Configuration technology
6. Version number rule

However, other settings may inherit default values from the engineering product category, and these can be modified as per the system rules.

To manage engineering product categories, you can access the Engineering change management > Setup > Engineering product category details section. Once there, follow one of these procedures:

1. To create a new category, click on "New" in the Action Pane, and then proceed to fill in the required fields as explained in the subsequent subsections.
2. To edit an existing category, select it from the list pane, click on "Edit" in the Action Pane, and update the fields as per your requirements, following the instructions in the subsections.
3. To delete an existing category, choose it from the list pane, and then click on "Delete" in the Action Pane.

1.3.2.4 Product Owner

The product owner comprises a set of users accountable for particular products. Upon assigning a product owner group to a specific product, only the members within that group hold the authority to release the said product. Additionally, the product owner can be involved in the approval process within engineering change management workflows.

1.3.2.5 Requirements

ID	Description	Fit/Gap
SS000-01	Ability to create a cost group for each item	FIT

SS000-02

Ability to create a cost sheet for cost calculation

FIT

DOCUMENT APPROVALS

I have reviewed the information contained in this document and approved it through sign off below:

Name	Department	Date	Signature

Comments:

The specifications and conditions are hereby accepted. Info-Sys is authorized to execute the project as outlined in this document. This document is not valid until signed by the customer representative and returned to Info-Sys.

Signature: _____ Date: _____

