Activities

1. Open the BOM excel sheet
   a. https://certisbelchim.sharepoint.com/:x:/r/sites/CertisBelchimD365/Shared%20Documents/General/Master%20Data%20Management/MDM%20Item/01CE/2.%20SELECTION/BOM%20FILE%20BBE%20MIGRATION.xlsx?d=w32bc1f07c7cd48b6abdbb13eb09ce597&csf=1&web=1
2. Color the line you are working on
3. Look up the PC sheet
   a. https://certisbelchim.sharepoint.com/sites/BEXtechnical/PC%20Sheets/Forms/AllItems.aspx
4. Go to D365 released products (01CE company PROD)
   a. Go to product and open it
5. Tab engineer
   a. Add route
      i. New, "route version"
      ii. Copy value from BOM Excel document XXX
      iii. Site "01CE"
      iv. Save
      v. Route version
         1. Approve
         2. Activate
   b. Close the screen
6. Go to engineer, BOM version
   a. Select "New BOM and BOM versions"
   b. Select PC sheet number as "BOM number"
   c. Copy "name" from BOM Excel
   d. Fill site "01CE"
   e. OK
7. Create BOM lines
   a. First line is second item on the PC sheet. (Don't enter the item you are creating)
   b. Warehouse check, correct?
   c. Quantity from Pc sheet
   d. Per series = "1000'
   e. Operation number = "depending on BOM line" Select the correct one
      i. Line type "item" = 15
      ii. Line type "vendor" = 20, 21, 22…
         1. Fill Vendor on vendor account from BOM excel
         2. Check checkbox "End"
      iii. If you are working on a "sub assy" you need to fill the "Density" if the data is available on the PC sheet.
8. Next BOM line
   a. First line is Item number
   b. Warehouse check, correct?
   c. Quantity from BOM file
   d. Per series = "1000'
   e. Operation number = "depending on BOM line" Select the correct one
      i. Line type "item" = 15

        ii.   Line type "vendor" = 20, 21, 22…

9. Next BOM line… (Continue until completed all C lines from PC sheet

10. Add service fee (starting item number with 7)
    a. Select the correct service item for Fee!
        i. Line type "Vendor" means "operation number = 20, 21, 22…
        ii. Fill vendor account from BOM Excel
            1. Check checkbox "End"
    b. Save
    c. Close screen

11. On BOM level
    a. Go to attachments
    b. Add an attachment of type "Packing instructions"
        i. Add Packing instructions as description
        ii. Fill description from PC sheet
        iii. Copy notes from PC sheet to "Notes"
    c. Add an attachment of type "BOM changes"
        i. BOM changes as description
        ii. Fill description from PC sheet
        iii. Copy notes from PC sheet to "Notes"

Close, Done

Next 😊