



# RECIPE AND WORKFLOW DESIGNER VOLUME 3: WORKFLOW DESIGNER

RELEASE 10.02.00 USER MANUAL

PUBLICATION PSRDV3-UM007C-EN-E-SEPTEMBER-2021 Supersedes publication PSRDV3-UM007B-EN-E



Contact Rockwell See contact information provided in your maintenance contract.

**Copyright Notice** © 2021 Rockwell Automation Technologies, Inc. All rights reserved.

This document and any accompanying Rockwell Software products are copyrighted by Rockwell Automation Technologies, Inc. Any reproduction and/or distribution without prior written consent from Rockwell Automation Technologies, Inc. is strictly prohibited. Please refer to the license agreement for details.

Trademark Notices FactoryTalk, PharmaSuite, Rockwell Automation, Rockwell Software, and the Rockwell Software logo are registered trademarks of Rockwell Automation, Inc.

The following logos and products are trademarks of Rockwell Automation, Inc.:

FactoryTalk Shop Operations Server, FactoryTalk ProductionCentre, FactoryTalk Administration Console, FactoryTalk Automation Platform, and FactoryTalk Security. Operational Data Store, ODS, Plant Operations, Process Designer, Shop Operations, Rockwell Software CPGSuite, and Rockwell Software AutoSuite.

Other Trademarks ActiveX, Microsoft, Microsoft Access, SOL Server, Visual Basic, Visual C++, Visual SourceSafe, Windows, Windows 7 Professional, Windows 10, Windows Server 2008, Windows Server 2012, and Windows Server 2016 are either registered trademarks or trademarks of Microsoft Corporation in the United States and/or other countries.

> Adobe, Acrobat, and Reader are either registered trademarks or trademarks of Adobe Systems Incorporated in the United States and/or other countries.

ControlNet is a registered trademark of ControlNet International.

DeviceNet is a trademark of the Open DeviceNet Vendor Association, Inc. (ODVA).

Ethernet is a registered trademark of Digital Equipment Corporation, Intel, and Xerox Corporation.

OLE for Process Control (OPC) is a registered trademark of the OPC Foundation.

Oracle, SQL\*Net, and SQL\*Plus are registered trademarks of Oracle Corporation.

All other trademarks are the property of their respective holders and are hereby acknowledged.

Warranty

This product is warranted in accordance with the product license. The product's performance may be affected by system configuration, the application being performed, operator control, maintenance, and other related factors. Rockwell Automation is not responsible for these intervening factors. The instructions in this document do not cover all the details or variations in the equipment, procedure, or process described, nor do they provide directions for meeting every possible contingency during installation, operation, or maintenance. This product's implementation may vary among users.

This document is current as of the time of release of the product; however, the accompanying software may have changed since the release. Rockwell Automation, Inc. reserves the right to change any information contained in this document or the software at any time without prior notice. It is your responsibility to obtain the most current information available from Rockwell when installing or using this product.

iv PSRDV3-UM007C-EN-E, 1.0

## Contents

| Chapter 1 | Workflow Designer                        | 11               |
|-----------|--|------------------|
|           | Typographical Conventions                | 12               |
| Chapter 2 | Basic Operations                         | 13               |
|           | Data Tools                               | 13               |
|           | Searching                                | 13               |
|           | Filtering                                | 14               |
|           | Sorting                                  | 15               |
|           | Copying and Pasting of Building Blocks   | 15               |
|           | Copying Building Blocks                  | 16               |
|           | Pasting Building Blocks                  | 17               |
|           | Signature Requests                       | 18               |
| Chapter 3 | Menus and Toolbars                       | 21               |
|           | Menus                                    | <mark>2</mark> 1 |
|           | Main Menu Bar                            | <mark>2</mark> 1 |
|           | Shortcut Menus                           | 28               |
|           | Toolbars                                 | 31               |
|           | Main Toolbars                            | 31               |
|           | Process Workflow Toolbar                 | 32               |
|           | Setlist Toolbar                          | 33               |
| Chapter 4 | Graph Window                             | 35               |
|           | Panning and Zooming the Graph Window     | 37               |
|           | Selecting Components in the Graph Window | 38               |
| Chapter 5 | Navigation Support Windows               | 39               |
|           | Map                                      | 39               |

|            | Explorer                                | 40               |
|------------|---|------------------|
| Chapter 6  | Setlist                                 | 43               |
| Chapter 7  | Property Windows                        | <b>5</b> 1       |
|            | Header Property Window                  | 51               |
|            | Master Workflow Header                  | <mark>5</mark> 1 |
|            | Change Request Header                   | 54               |
|            | Building Block Header                   | 57               |
|            | Element Property Window                 | 61               |
|            | Source Property Window                  | 62               |
| Chapter 8  | Phase Preview                           | 65               |
| Chapter 9  | Messages Window                         | 67               |
|            | Messages Window - Tree Panel            | 68               |
|            | Messages Window - List Panel            | 68               |
|            | Messages Window - Details               | 70               |
| Chapter 10 | Comparison Window                       | <b>77</b>        |
|            | Comparison Window - Tree Panel          | <mark>79</mark>  |
|            | Comparison Window - List Panel          | <mark>79</mark>  |
|            | Status Bar                              | 94               |
| Chapter 11 | Dialogs                                 | 95               |
|            | Open Dialog                             | 95               |
|            | Select Dialog                           | 97               |
|            | Print Dialogs                           | 98               |
|            | Status Handling of Master Workflows     | 100              |
|            | Master Workflow Statuses                | 100              |
|            | Changing the Status of Master Workflows | 101              |
|            | Status History of Master Workflows      | 103              |
|            | Status Handling of Change Requests      | 105              |
|            | Change Request Statuses                 | 105              |
|            | Changing the Status of Change Requests  | 106              |

|            | Status History of Change Requests | . 107 |
|------------|-----------------------------------|-------|
|            | Universe                          | .108  |
|            | Parameter Panel                   | .109  |
|            | Material Parameters               | .109  |
|            | Equipment Requirements            | .115  |
|            | Work Center Assignments           | .121  |
|            | Privilege Parameters              | .122  |
|            | Capabilities                      | .124  |
|            | Process Parameters                | .137  |
|            | Transitions                       | .147  |
|            | Statistics                        | .148  |
|            | Help Access                       | .150  |
|            | About PharmaSuite                 | .152  |
|            | Details                           | .153  |
| Chapter 12 | Working with Workflow Designer    | . 155 |
|            | What Is a Master Workflow?        | .155  |
|            | Building Workflows                | .155  |
|            | SFC Graph Components              | .160  |
|            | Structure Level                   | .160  |
|            | Step                              | .165  |
|            | Transition                        | . 177 |
|            | Link                              | .180  |
|            | Loop                              | .181  |
|            | Selection Branch                  | .182  |
|            | Simultaneous Branch               | .182  |
|            | Special Components                | .183  |
|            | MFC Data                          | .186  |
|            | MFC Graph Components              | .187  |
|            | MFC Table                         | .188  |
|            | Change Requests for Mass Changes  | . 190 |

|       | Usage List  | 19 |
|-------|-------------|----|
|       | Action List | 19 |
| Index |             | 20 |

## Figures

| Figure 1: Screen layout of Workflow Designer1  | 1 |
|--|---|
| Figure 2: Search and Filter tools with sortable Results list   | 3 |
| Figure 3: Single electronic signature  | 3 |
| Figure 4: Single electronic signature with pre-defined comment   | 9 |
| Figure 5: Double electronic signature to support witness role19  | 9 |
| Figure 6: Basic principles of Smart replace46  | 5 |
| Figure 7: Smart replace for process parameters and their attributes47  | 7 |
| Figure 8: Smart replace for equipment requirement, work center assignment, privilege, and capability parameters and their attributes | 3 |
| Figure 9: Smart replace for material parameters and their attributes49   | 9 |
| Figure 10: Smart replace for transitions and their attributes50  | J |
| Figure 11: Example of graph error 0004RS70   | ) |
| Figure 12: Example of graph error 0013RS   | 1 |
| Figure 13: Example of graph error 0014RS   | 2 |
| Figure 14: Example of graph error 0015RS   | 2 |
| Figure 15: Example of graph error 0017RS   | 3 |
| Figure 16: Expression with marker for external reference   | 4 |
| Figure 17: Sample graph with required transition conditions74  | 4 |
| Figure 18: Expression with marker for external reference   | 5 |
| Figure 19: Example of graph error 0106RS76   | 5 |
| Figure 20: Phase difference - Added object83   | 3 |
| Figure 21: Operation difference - Added object82   | 4 |
| Figure 22: Unit procedure difference - Added object86  | 5 |
| Figure 23: Transition expression differences   | 3 |
| Figure 24: Capability reference differences  |   |
| Figure 25: Comparison viewer: Predecessor - Successor93  | 3 |
| Figure 26: Comparison viewer: Differences93  | 3 |

PSRDV3-UM007C-EN-E, 1.0 ix

| Figure 27: Graph Pagination dialog                                    | 98    |
|---|-------|
| Figure 28: Print Master Workflow Report dialog                        | 99    |
| Figure 29: Change Status dialog                                       | . 102 |
| Figure 30: Change Status dialog with Errors                           | . 103 |
| Figure 31: Status History window                                      | . 104 |
| Figure 32: Change Status dialog of change request                     | . 106 |
| Figure 33: Change Status dialog with Errors                           | . 107 |
| Figure 34: Status History dialog of change request                    | . 108 |
| Figure 35: Instance count outputs from operations with external loops | . 138 |
| Figure 36: Outputs from operation-internal loops                      | . 139 |
| Figure 37: Outputs from operation-external loops                      | . 140 |
| Figure 38: Statistics dialog  | . 149 |
| Figure 39: Help window navigation                                     | . 151 |
| Figure 40: About PharmaSuite  | . 152 |
| Figure 41: PharmaSuite Installation Details                           | . 153 |
| Figure 42: Start step   | . 165 |
| Figure 43: End step   | . 166 |
| Figure 44: Procedure element  | . 167 |
| Figure 45: Unit procedure element                                     | . 170 |
| Figure 46: Unit procedure element with capabilities                   | . 170 |
| Figure 47: Operation element  | . 173 |
| Figure 48: Operation element with capabilities                        | . 173 |
| Figure 49: Phase element  | . 176 |
| Figure 50: Transition image   | . 178 |
| Figure 51: Sample graph with required transition conditions           | . 179 |
| Figure 52: Hidden Phase between adjacent branches                     | . 184 |
| Figure 53: Hidden Phase between loop and branch                       | . 185 |
| Figure 54: Material Flow Control tab in the Graph Window              | . 186 |
| Figure 55: Change Request tab in the Graph Window                     | . 193 |
| Figure 56: Usage list   | . 196 |
| Figure 57: Status and progress indicator                              | . 196 |
| Figure 58: Action list  | 198   |

## **Workflow Designer**

The Workflow Designer application of Recipe and Workflow Designer provides an environment for building and maintaining master workflows and their component building blocks.

Its basic screen layout consists of the following areas:

- menus (page 21) and toolbars (page 31) for accessing the functions of Workflow Designer
- Graph Window (page 35) with upper and lower tab bar navigation
- two navigation support windows, Map (page 39) and Explorer (page 40)
- Setlist (page 43) window for graph-building support
- Property (page 51) windows for displaying the properties of workflow and building block elements, their headers, and source building blocks
- Phase Preview (page 65) window for displaying how a phase will be rendered during execution
- Messages (page 67) window for displaying all error, warning, or information messages pertaining to the active master workflow or building block
- Comparison (page 77) window displaying all differences between the active master workflow or building block and its baseline
- status bar (page 94) with general information.

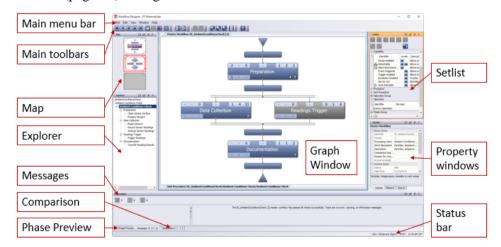


Figure 1: Screen layout of Workflow Designer

PSRDV3-UM007C-EN-E, 1.0

## **Typographical Conventions**

typeface

This documentation uses typographical conventions to enhance the readability of the information it presents. The following kinds of formatting indicate specific information:

| <b>Bold typeface</b> | Designates user interface texts, such as             |  |
|----------------------|--|--|
|                      | window and dialog titles                             |  |
|                      | menu functions                                       |  |
|                      | panel, tab, and button names                         |  |
|                      | box labels   |  |
|                      | object properties and their values (e.g., status).   |  |
| Italic typeface      | Designates technical background information, such as |  |
|                      | path, folder, and file names                         |  |
|                      | methods  |  |
|                      | classes.   |  |
| CAPITALS             | Designate keyboard-related information, such as      |  |
|                      | key names  |  |
|                      | keyboard shortcuts.                                  |  |
| Monospaced           | Designates code examples.                            |  |

12

## **Basic Operations**

The following sections describe basic and recurring operations and functions in Workflow Designer.

#### **Data Tools**

When you design recipes, workflows, or building blocks, you are working on individual data records that are stored in the database, which you need to access. For these situations, Recipe and Workflow Designer supports you with tools for searching (page 13) and filtering (page 14) lists of data objects it has retrieved from the database and provides sorting (page 15) functions you can apply to all tabular displays of data objects.

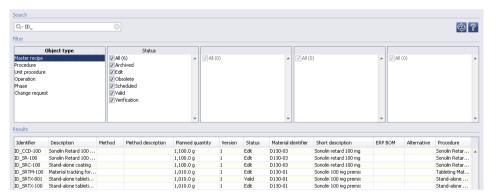


Figure 2: Search and Filter tools with sortable Results list

#### Searching

The **Search** tool provides you with a fast and efficient way to locate items with specific content in the pre-filtered **Results** list:

- In the input box, type the string of characters that will be applied to the **Results** list. The search becomes effective with the second character.
- To clear the input box, click the **Cancel** icon that appears when you have typed the first character in the box.

#### TIP

By default, the search is not case-sensitive and runs over all columns of the **Results** list. Click the magnifying glass icon to restrict the search to specific columns, set the search criteria to be case-sensitive, or allow the use of wildcards.

PSRDV3-UM007C-EN-E, 1.0

#### **Filtering**

The **Filter** tool is hierarchically organized into search categories that make refining your search fast and easy.

1. In the first column, select the type of the database objects you are searching. The system displays all database objects of this type in the **Results** list.

#### TIP

If the **Object type** is defined by the context from which you have opened the form, the column only provides corresponding values.

- 2. Depending on the selected object type, the system provides further search categories.
  - Select or unselect one, several, or all of the options available in the first column to the right of the **Object type** to reduce the number of objects displayed in the **Results** list.
- 3. To further refine your search result, move to the next category column and select or unselect its options as required. The system applies your choices as additional filter and displays the subset of remaining objects in the **Results** list.

#### TIP

Please note that Workflow Designer takes a snapshot of the database when you access an object type. This means that the filter tool will remain unaware of changes made to database objects or new objects added by other users while you browse through the data of this object type. To synchronize the snapshot with the central database, click the **Refresh from database** button.

#### Sorting

By default, the sort order of a data table depends on the type of data objects it displays. It is, however, possible to change the sort order, sort by another column, and sort by two or more columns as primary, secondary, and further levels. Additionally, you can reorder the table columns themselves.

- To adjust the sorting, proceed as follows:
  - 1. Click any column header to sort the table by this column in ascending order. The system indicates the sort order with a triangle pointing up.
  - 2. Re-click the same column header to switch the sort order to descending. The system indicates the sort order with a triangle pointing down.
  - 3. CTRL-click a yet unmarked column header to add this column as further sort level in ascending sort order, indicated by the triangle pointing up and the count number indicating the sort level.
  - 4. Re-CTRL-click the same column header to switch the sort order to descending without changing its sort level.
- To reorder the table columns, click a column header and drag it to the desired position in the table.

#### Copying and Pasting of Building Blocks

When you design the SFC graphs of recipes, workflows, or building blocks in the Graph Window (page 35), the system supports you with a copy and paste function. It allows you to copy a building block (phase, phase group, operation, operation group, unit procedure, or procedure) and paste it at another location in the current graph or into any other graph on the same structure level. The configuration of the building block is fully retained with all defined parameters and sub-graphs.

#### TIP

Please note that copied building blocks are retained even if you switch between Recipe Designer and Workflow Designer. Thus, you can copy a phase from a recipe to paste it into a workflow, provided the phase is suitable for use in workflows.

PSRDV3-UM007C-EN-E, 1.0 15

#### **Copying Building Blocks**

For copying a phase, phase group, operation, operation group, unit procedure, or procedure, proceed as follows:

- Select the building block (group) in the Graph Window.
   To select a group,
  - for **Approved** groups, select the group's frame,
  - marquee-select the group components by drawing a selection frame,
  - shift-click individual components to select adjacent elements and transitions. If branches are part of the structure, branching components must be included as well.
- 2. For copying the building block (group), you can either
  - type the CTRL+C keyboard shortcut, or
  - from the shortcut menu of the SFC graph tab, select the **Copy selected** function.

The system copies the selected building block (group) including its defined parameters and sub-graphs and lists it in the **Graph Clipboard** table of the Setlist (page 43). A building block (group) is copied in its current state, even with unsaved changes. Newly copied building blocks (building block groups) are inserted at the top of the list, gradually pushing down the building blocks (building block groups) that were copied earlier. Each building block (group) is listed with its identifier, structure level, and the time when it was copied. Additionally, you can define a description of up to 80 characters to be able to differentiate between building blocks (building block groups) that may have the same identifier.

#### TIP

Please note that the copy function is primarily intended for copying simple data structures such as phases or operations. To use it for copying very large and complex data structures can, under very adverse circumstances, lead to an out-of-memory exception.

To manage the graph clipboard, the system provides a shortcut menu (page 30), from which you can edit the identifier or description of a clipboard entry, remove entries, and clear the entire clipboard.

#### TIP

Please note that the graph clipboard is cleared when you log off from Recipe and Workflow Designer.

#### **Pasting Building Blocks**

For pasting a phase, phase group, operation, operation group, unit procedure, or procedure, proceed as follows:

- 1. Select the Graph Window tab where you wish to paste the building block (group).
- 2. If you wish to add the building block (group) as unconnected component to the graph, either
  - type the CTRL+V keyboard shortcut, or
  - from the shortcut menu of the SFC graph tab, select the **Paste <building block identifier>** function.

#### TIP

Please note that pasting by keyboard shortcut or shortcut menu pastes the most recently copied building block (group) of the respective structure level. Building block groups use the identifier of the first component as their identifier.

If you wish to add the building block (group) at a specific position in the graph, proceed as follows:

- 1. Select the building block (group) after which you wish to paste a copied building block (group) or that you wish to replace with a copied building block (group).
- 2. In the Setlist toolbar (page 44), toggle the suitable button to define the insertion rule for the building block (group) to be pasted.
- 3. In the Graph Clipboard, double-click the building block (group) you wish to paste into the graph.

#### **TIPS**

Please note that the **Paste** function is only available for building blocks (building block groups) on the same structure level as the graph into which you are trying to paste. If the pasted building block (group) contains external references, the **Paste** function resolves all matching references and shows errors for non-resolvable ones in the Messages Window.

PSRDV3-UM007C-EN-E, 1.0

#### Signature Requests

When performing safety-sensitive or GxP-relevant functions the system may request you to enter an electronic signature, for example during a status change. Signatures are linked to user groups and access privileges, which means that the system will only accept the signature of a user who is qualified to perform the task in question. Unless the required signature data has been entered correctly, subsequent functions cannot be executed.

For situations requiring a witness, the system will ask not only for a single but for a double signature. In these cases, two different users, typically with different qualifications, have to complete the signature form before task processing can continue.

#### TIP

18

Please note that the system registers each signature with the timestamp when it has been verified successfully. Thus, the signature timestamps of a double signature will usually be different.

To perform an electronic signature, type your login name and password and click the **OK** button. Free-text comments can be optional or mandatory and may consist of up to 255 characters.

If a list of pre-defined comment texts is configured for a signature, the system displays an option list, which shows the headers of the available text options. Once an option has been selected, the system shows its full text in the read-only text box below the option list. If a pre-defined comment text is configured, it is mandatory. Later on, the pre-defined comment text is added as exception comment to the related exception.

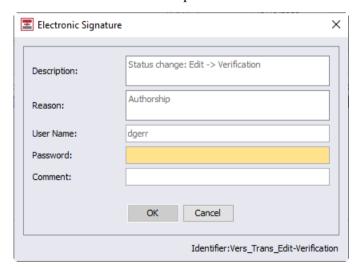


Figure 3: Single electronic signature

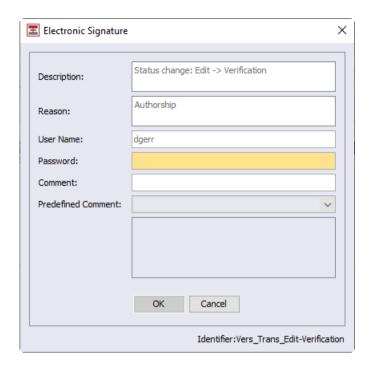


Figure 4: Single electronic signature with pre-defined comment

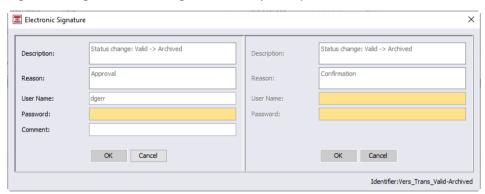


Figure 5: Double electronic signature to support witness role

PSRDV3-UM007C-EN-E, 1.0 19

20 PSRDV3-UM007C-EN-E, 1.0

### Menus and Toolbars

You can access all relevant functions either from the menu bar in the main Workflow Designer window, from context-sensitive shortcut menus, or from toolbars provided for quick access to frequently used functions or for graph building.

#### Menus

Workflow Designer provides a main menu bar (page 21) with all relevant functions as well as context-sensitive shortcut menus (page 28) for quick access to specific functions.

#### Main Menu Bar

The **main menu bar** offers the following menus and functions:

#### File

- New master workflow (CTRL+SHIFT+W)
  Creates a new master workflow, thus first opening the New Master Workflow dialog and afterwards a new blue tab in the upper tab bar.
- New procedure (CTRL+SHIFT+R)

  Creates a new procedure, thus first opening the **New Procedure** dialog (see "New Building Block" in Vol. 1) and afterwards a new yellow tab in the upper tab bar.
- New unit procedure (CTRL+SHIFT+U)
  Creates a new unit procedure, thus first opening the **New Unit Procedure** dialog (see "New Building Block" in Vol. 1) and afterwards a new yellow tab in the upper tab bar.
- New operation (CTRL+SHIFT+O)

  Creates a new operation, thus first opening the **New Operation** dialog (see "New Building Block" in Vol. 1) and afterwards a new yellow tab in the upper tab bar.
- New phase (CTRL+SHIFT+F)
  Creates a new phase, thus first opening the **New Phase** dialog (see "New Building Block" in Vol. 1) and afterwards a new yellow tab in the upper tab bar.
- New change request (CTRL+SHIFT+C)
  Creates a new change request, thus first opening the **New Change Request** dialog and afterwards a new orange tab in the upper tab bar.

PSRDV3-UM007C-EN-E, 1.0 21

- Open (CTRL+O)
  - Opens the **Open** dialog (page 95) to select a component to be loaded into the Graph Window (page 35).
- Save <component identifier> (CTRL+S)

  Saves all changes made to the main component that is currently active in the upper tab bar. This action also saves all of its subordinate components that may be open in the lower tab bar.
- Save < component identifier > as (CTRL+F12)

Opens the **Save <Component Type> as** dialog to save the main component that is currently active in the upper tab bar under a new identifier. Along with saving the main component, this action also saves all of its subordinate components that may be open in the lower tab bar.

- Save all (CTRL+SHIFT+S)
  Saves all changes made to all main components that are currently open in the upper tab bar. This action also saves all of their subordinate components that may be open in the lower tab bar.
- Close <component identifier> (CTRL+F4)
  Closes the main component tab that is currently active in the upper tab bar. This action also closes all of its subordinate components tabs that may be open in the lower tab bar.
- Close all (CTRL+SHIFT+F4)
  Closes all main components tabs that are currently open in the upper tab bar. This action also closes all of their subordinate components tabs that may be open in the lower tab bar.
- Delete <component identifier>Deletes the main component that is currently active in the upper tab bar.
- Rename <component identifier>
  Opens the Rename <Component Type> dialog where you can type a new identifier.
- Change status of <component identifier> (CTRL+H)
  - For master workflows, opens the **Change Status** dialog to perform a status change (page 101) on the master workflow that is currently active in the upper tab bar.
  - For change requests, opens the **Change Status** dialog to perform a status change (page 106) on the change request that is currently active in the upper tab bar.
  - For building blocks, opens an **Electronic Signature** dialog to perform and sign a status change (see "Changing the Status of Building Blocks" in Vol. 1) on the building block that is currently active in the upper tab bar.

- View status history of <component identifier> (CTRL+Q)
  Opens the **Status History** window to display a list of all status changes that have been performed on the component that is currently active in the upper tab bar.
  Only available for master workflows (page 103) and change requests (page 107).
- Export <component identifier> (CTRL+SHIFT+E)
  Opens the **Export** dialog to export the currently active master workflow or building block by way of saving it as BML file.
  Only available if a master workflow or building block is open in the Graph Window.

#### TIP

Whether the **Export** function is available depends on your access rights.

■ Import (CTRL+SHIFT+I)

Opens the **Import** dialog to insert a new master recipe, master workflow, or building block by way of importing a BML file.

The imported component opens automatically in the Graph Window.

#### TIP

Whether the **Import** function is available depends on your access rights. Please note that you can import master recipes while you are in Workflow Designer, but they will not open automatically in the Graph Window.

■ Print report (CTRL+P)

Opens the **Master Workflow Report** of the master workflow that is currently active in the upper tab bar.

Only available for saved master workflows.

Print report (without comparison result) (CTRL+SHIFT+P)
Opens the Master Workflow Report of the master workflow that is currently active in the upper tab bar. The report does not include the Comparison with Baseline section.

Only available for saved master workflows.

Open graph pagination (CTRL+R)

Opens the **Graph Pagination** dialog to display the tiled print preview for the SFC graph that is currently active in the Graph Window.

Compile usage list of <building block identifier>
Opens the **Usage List** dialog to search and list all occurrences of the building block that is currently active in the upper tab bar.
Only available for building blocks.

Show statistics of <component identifier>
Opens the **Statistics of <Component Identifier>** dialog to display a list that shows how many structure elements the component holds that is currently active in the upper tab bar.

Exit (ALT+F4)Closes the application window.

#### TIP

To create a new version of a master workflow, use the **Save as** function to save it under the same identifier. The system will ask you if you wish to create a new version. Confirm with **Yes** to save the master workflow with the same identifier and the next-higher version number.

To create a new revision of a building block, use the **Save as** function to save it under the same identifier but type a new value in the **Revision** box.

The version or revision numbers of components are shown in square brackets in their tab titles in the upper tab bar of the Graph Window (page 35).

#### Edit

Rename selected (F2)
 Makes the identifier of the currently selected component available for editing.
 Press the ESC key to cancel this action.

- Select all (CTRL+A)
   Selects all components of the currently active SFC graph.
- Clear selection (CTRL+D)
   Unselects all current selections made in the currently active SFC graph.
- Select steps and transitions (CTRL+T)
   Selects all steps and transitions of the currently active graph.
- Select links (CTRL+L)
   Selects all links of the currently active graph.
- Unselect steps and transitions (CTRL+SHIFT+T)
   Unselects all steps and transitions of the currently active graph.
- Unselect links (CTRL+SHIFT+L)
   Unselects all links of the currently active graph.
- Invert selection (CTRL+I)
  Inverts all selections made in the currently active SFC graph. This action unselects all selected components and selects all unselected components.

#### ■ Undo (CTRL+Z)

Revokes the last action you have performed. You can undo up to 100 actions, thus you can step by step revoke the last 100 action you have performed.

#### TIP

Please note that the stepwise **Undo** function does not work on changes you have performed on parameters through the Parameter Panel.

#### ■ Redo (CTRL+Y)

In an SFC graph tab, redoes the last action revoked with the **Undo** action. You can redo up to 100 actions, thus you can step by step redo the last 100 actions you have revoked.

Delete selected (DEL)Deletes all currently selected components.

#### ■ Find (CTRL+F)

Opens the **Find Component** dialog to type a sequence of characters to search for in the components of the currently open graph.

Find again (F3)

Finds the next occurrence in a component of the characters you typed in the **Find Component** dialog box.

#### View

Zoom to fit (CTRL+PERIOD)

Sets the zoom factor of the currently active graph to fit the graph on the available screen space of the Graph Window.

■ Zoom to 100% (CTRL+1)

Resets the zoom factor of the currently active graph to its default value.

Zoom in (CTRL+PLUS)

Zooms in on the graph in the currently active tab, doubling its display size.

■ Zoom out (CTRL+MINUS)

Zooms out from the graph in the currently active tab, reducing its size to half of its previous display size.

■ Show/hide grid (CTRL+G)

Toggles the display of grid lines in the Graph Window.

■ Map (ALT+M)

Toggles the display of the Map (page 39) for the currently active component.

Explorer (ALT+E)

Toggles the display of the Explorer (page 40) for the currently active component.

Setlist (ALT+S)

Toggles the display of the Setlist (page 43) for your current session.

- Element properties (ALT+R)

  Toggles the display of the **Element** property window (page 61) of the currently active component.
- Source properties (ALT+B)

  Toggles the display of the **Source** property window (page 62) of the currently active component.
- Header properties (ALT+H)

  Toggles the display of the **Header** property window (page 51) of the currently active component.
- Phase Preview (ALT+P) Toggles the display of the Phase Preview (page 65) for the currently active component.
- Messages (ALT+V) Toggles the display of the Messages (page 67) window for the currently active component.
- Comparison (ALT+O)
   Toggles the display of the Comparison (page 77) window for the currently active component.
- Universe (ALT+U)
   Opens the Universe (page 108) for your current session to select a component for loading it into the Setlist.
- Material Flow Control (ALT+C)

  Opens the **Material Flow Control** tab (page 186) for the currently active master workflow or procedure building block.

26

#### Window

#### Recipe Designer

Switches to the Recipe Designer mode of Recipe and Workflow Designer. Before switching, the system closes all components currently open in the Graph Window, prompting you to save if you have unsaved changes.

A checkmark to the left of the Recipe Designer or Workflow Designer menu options indicates which mode is currently active.

Only available if you have the user rights necessary for accessing Recipe Designer.

#### Workflow Designer

Switches to the Workflow Designer mode of Recipe and Workflow Designer. Before switching, the system closes all components currently open in the Graph Window, prompting you to save if you have unsaved changes.

A checkmark to the left of the Workflow Designer or Recipe Designer menu options indicates which mode is currently active.

Only available if you have the user rights necessary for accessing Workflow Designer.

#### TIP

Please note that the system closes all open objects when you switch between modes. So, after a mode switch, the Graph Window is empty as if you had started the application itself.

#### Undo layout change

Revokes the last layout change you have performed. You can undo up to 100 actions, thus you can step by step revoke the last 100 layout changes you have performed. Once you have performed a layout change, the menu function changes to a more precise description of the undo action, such as **Undo resizing** or **Undo dragging**.

#### Redo layout change

Redoes the last layout change you have revoked with the **Undo layout change** function. You can redo up to 100 actions, thus you can step by step redo the last 100 layout changes you have revoked. Once you have performed a layout change, the menu function changes to a more precise description of the undo action, such as **Redo resizing** or **Redo dragging**.

#### Save user layout

Saves the current window layout and overwrites the layout that was last saved by you on this computer.

#### Load user layout

Loads the last layout you have saved on this computer with the **Save user layout** function.

Reset layout

Resets the window layout to the system-defined default layout. This function does not affect the saved user layout, which can be restored with the **Load user layout** function.

#### Help

- Workflow Designer Help (ALT+F1)
   Opens a web browser to display the start page of the help system (page 150).
- About PharmaSuite
  Opens the **About PharmaSuite** dialog (page 152).

#### **Shortcut Menus**

There are four **shortcut menus** available, which you can access by right-clicking in the following screen locations:

SFC graph tab of the Graph Window

- New step (unconnected) (INS)
   Inserts a new unconnected step at the current cursor position.
- Copy selected (CTRL+C)
   Copies the building block that is currently selected in the active SFC graph and lists it in the Graph Clipboard table of the Setlist.
- Paste <building block identifier> (CTRL+V)
  Pastes the last copied building block with a suitable structure level as unconnected component into the currently active SFC graph. If none of the previously copied building blocks has a suitable structure level, nothing happens.
- Rename selected (F2)
   Makes the identifier of the currently selected component available for editing.
   Press the ESC key to cancel this action.
- Create <current structure level> from selected (F12)
  Opens the Create <Current Structure Level> dialog (see "Create Building Block" in Vol 1) where you can save your currently selected parameterized building block to make it available for selection from the Universe.
- Create <next higher structure level> from selected (CTRL+SHIFT+F12)
  Opens the **Create <Next Higher Structure Level>** dialog (see "Create Building Block" in Vol 1) where you can save the currently selected parameterized building block (group) on the next higher structure level to make it available for selection from the Universe.
- Delete selected (DEL)Deletes all currently selected components.

#### Arrange

Arranges the graph and its components to center sequences and branches with respect to their start components and to optimize the vertical spacing between individual components.

## Compact graphCompacts the graph for optimal use of space.

#### ■ Go back (ALT+LEFT)

Returns to the previously active tab in the lower tab bar within the currently active main component.

### Go up (ALT+UP)

Moves to the next higher structure level.

Close sub-tab (CTRL+W)
Closes the currently active tab of the lower tab bar.

#### Upper tab bar of the Graph Window

New master workflow (CTRL+SHIFT+W)
Creates a new master workflow, thus first opening the New Master Workflow dialog and afterwards a new blue tab in the upper tab bar.

New procedure (CTRL+SHIFT+R)
Creates a new procedure, thus first opening the **New Procedure** dialog (see "New Building Block" in Vol. 1) and afterwards a new yellow tab in the upper tab bar.

## New unit procedure (CTRL+SHIFT+U)

Creates a new unit procedure, thus first opening the **New Unit Procedure** dialog (see "New Building Block" in Vol. 1) and afterwards a new yellow tab in the upper tab bar.

#### ■ New operation (CTRL+SHIFT+O)

Creates a new operation, thus first opening the **New Operation** dialog (see "New Building Block" in Vol. 1) and afterwards a new yellow tab in the upper tab bar.

■ New phase (CTRL+SHIFT+F)

Creates a new phase, thus first opening the **New Phase** dialog (see "New Building Block" in Vol. 1) and afterwards a new yellow tab in the upper tab bar.

Open (CTRL+O)

Opens the **Open** dialog (page 95) to select a component to be loaded into the Graph Window (page 35).

■ Close <component identifier> (CTRL+F4)

Closes the main component tab that is currently active in the upper tab bar. This action also closes all of its subordinate components tabs that may be open in the lower tab bar.

Close all but <component identifier> (CTRL+ALT+F4)
 Closes all main component tabs except for the main component tab that is currently active in the upper tab bar.

■ Save <component identifier> (CTRL+S)

Saves all changes made to the main component that is currently active in the upper tab bar. This action also saves all of its subordinate components that may be open in the lower tab bar.

Export <component identifier> (CTRL+SHIFT+E)
Opens the **Export** dialog to export the currently active master workflow or building block by way of saving it as BML file.
Only available if a master workflow or building block is open in the Graph Window.

#### TIP

Whether the **Export** function is available depends on your access rights.

- Rename <component identifier> Opens the Rename <Component Type> dialog where you can type a new identifier.
- Add <component identifier> to Setlist (CTRL+SHIFT+A)
  Adds the main component that is currently active in the upper tab bar to the Setlist.
- Delete <component>
  Deletes the main component that is currently active in the upper tab bar.

#### Graph clipboard of the Setlist

- Rename <building block identifier>
   Makes the identifier of the currently selected building block available for editing.
   Press the ESC key to cancel this action.
- Edit description of <building block identifier>
  Makes the description of the currently selected building block available for editing. Press the ESC key to cancel this action. A description can have up to 80 characters.

#### TIP

Please note that you can also edit the description by directly typing into the respective table cell.

- Remove <building block identifier>
   Removes the currently selected building block from the graph clipboard.
- Remove all but <building block identifier>
   Removes all but the currently selected building block from the graph clipboard.

Clear clipboard
 Clears all building blocks from the clipboard.

Message in the Messages Window for which a direct resolution is available

- Resolve issue Directly resolves the issue indicated in the message, thus removing the message from the list.
- Resolve all <message category> issues (<number of issues>)
  Resolves all listed issues pertaining to the message category of the selected message, such as **0160RS** for import messages, thus removing the messages from the list. In parenthesis, the menu function displays the number of issues it is going to resolve.
- Resolve all issues (<number of issues>)
   Resolves all issues listed in the panel for which a direct resolution is available. In parenthesis, the menu function displays the number of issues it is going to resolve.

#### **Toolbars**

Workflow Designer provides several toolbars for context-sensitive quick access to specific functions.

#### Main Toolbars

The **main toolbars** (see "Toolbar Buttons" in Vol. 1) offer shortcuts to the more frequently required menu functions:

- File toolbar with
  - New master workflow
  - New procedure
  - New unit procedure
  - New operation
  - New phase
  - Open
  - Save
  - Close
  - Open graph pagination
- Status toolbar with
  - Change status

- View status history
- Import/Export toolbar with
  - **■** Import
  - Export
- Edit toolbar with
  - Undo
  - Redo
- View toolbar with
  - Zoom to 100%
  - Zoom in
  - Zoom out
  - Open Universe
- Help toolbar with
  - Help

#### **Process Workflow Toolbar**

The **process workflow toolbar** (see "Toolbar Buttons" in Vol. 1) opens when you right-click an SFC graph element in the work area and provides the following functions for building SFC graph structures:

- Sequence
- Selection branch
- Simultaneous branch
- Join
- Loop

#### **Setlist Toolbar**

The **Setlist toolbar** (see "Toolbar Buttons" in Vol. 1) provides the following functions for building workflows or building blocks with pre-selected building blocks from the Setlist:

- Sequence
- Selection branch
- Simultaneous branch
- Join
- Replace
- Smart replace
- Input
- Output
- Invert drawing direction

PSRDV3-UM007C-EN-E, 1.0

PSRDV3-UM007C-EN-E, 1.0

## **Graph Window**

The Graph Window is the main work area of Workflow Designer. It is where you build workflows (page 155) with all their component graphs on the different levels of the workflow structure, create and manage custom building blocks (see "Managing Building Blocks" in Vol. 1), and define and process change requests.

When you open a workflow (page 155) or create a new workflow (page 155), the system opens a new tab in the upper tab bar above the Graph Window. The tab title has a blue background and displays the following information:

- the object type (master workflow)
- the workflow's identifier
- the workflow's version number, which displays as 0 until a new workflow has been saved for the first time
- a status marker, if applicable.

  An asterisk (\*) indicates that the workflow has unsaved changes, while workflows that are not editable are marked by an (R).

On the main tab of the master workflow, all of its graphs, such as the workflow graph with its single procedure element or the various graphs on subordinate structure levels, are displayed as individual sub-tabs, which are located on the lower tab bar under the Graph Window.

#### TIP

Whether or not you can edit a workflow depends on its status. Only workflows in the **Edit** status can be edited. The system indicates that a workflow is not editable by displaying all of its Graph Window tabs with a gray background color.

PSRDV3-UM007C-EN-E, 1.0 35

When you open a building block or create a new building block (see "Create Building Block" in Vol 1), the system opens a new tab in the upper tab bar above the Graph Window. The tab title has a yellow background and displays the following information:

- the object type (procedure, unit procedure, operation, phase)
- the building block's identifier
- a status marker, if applicable.

  An asterisk (\*) indicates that the building block has unsaved changes, while building blocks that are not editable are marked by an (R).

On the main tab of the building block, all of its graphs, such as the building block's component view with its single element, or the various graphs on subordinate structure levels, are displayed as individual sub-tabs, which are located on the lower tab bar under the Graph Window.

#### **TIPS**

Building blocks and building block groups in a read-only status such as **Approved**, **Verification**, or **Archived** are not editable. This is not only indicated by the (R) marker but also by their gray background color in the Graph Window.

When pulled into a graph,

- a read-only building block shows its non-editable status with a corresponding marker icon.
- a read-only building block group shows its non-editable status with a frame and gray background around all components of the group.

When you open a change request or create a new change request, the system opens a new tab in the upper tab bar above the Graph Window. The tab title has an orange background and displays the following information:

- the object type (change request)
- the change request's identifier
- a status marker, if applicable.
   An asterisk (\*) indicates that the change request has unsaved changes, while change requests that are not editable are marked by an (R).

You can have several workflows, building blocks, and/or change requests open simultaneously and switch between them by clicking their respective tabs in the upper tab bar.

When the number of open tabs on a tab bar exceeds the available width of the tab bar, the system displays the following buttons to support your navigation:

Scroll backward

Scrolls the tab bar to the left.

Scroll forward

Scrolls the tab bar to the right.

Close

Displays a list of all open tabs from which you can select a tab you wish to close. The currently active tab is indicated by bold font.

#### TIP

Building block title tabs are yellow and their work area has a yellow background to differentiate them from workflow tabs that have blue title tabs and a plain white background in the work area.

# Panning and Zooming the Graph Window

You can navigate any graph view by panning and zooming:

- To pan or move your current graph view, click anywhere on the background of the Graph Window and drag the graph into the desired direction.
- To move your current graph view vertically (up and down), CTRL+scroll your mouse wheel forward or backward, respectively.
- To move your current graph view horizontally (left and right), SHIFT+CTRL+scroll your mouse wheel forward or backward, respectively.
- To zoom in (enlarge) on your graph view, centered on your current mouse cursor position, scroll your mouse wheel forward.
- To zoom in (enlarge) on your graph view, centered on the Graph Window, CTRL+scroll your mouse wheel forward.
- To zoom out from your graph view, centered on your current mouse cursor position, scroll your mouse wheel backward.
- To zoom out from your graph view, centered on the Graph Window, CTRL+scroll your mouse wheel backward.

# Selecting Components in the Graph Window

To select one or more components in your graph view you can either select each component individually or marquee-select a group of components by drawing a frame around them.

To select individual components, proceed as follows:

- To select a single component, left-click it.
- To add a single component to an existing selection, SHIFT+left-click it.
- To toggle the selection of a single component on or off, CTRL+left-click it.

To marquee-select a group of components, proceed as follows:

■ To draw a marquee around a group of components, SHIFT+left-click on the background of the Graph Window and drag the frame until it fully covers all components you wish to select.

#### TIP

Please note that the marquee always has a rectangular shape. There is no freehand marquee available.

- To toggle the selection of a group of components, CTRL+left-click on the background of the Graph Window and drag the frame until it fully covers all selected components you wish to unselect.
- To extend an existing selection, CTRL+left-click on the background of the Graph Window and drag the frame until it fully covers all unselected components you wish to add to your current selection.
- To scroll the selection through the entire graph, thus selecting one component after another, from top to bottom and left to right, starting at the currently selected component, ALT+scroll your mouse wheel forward. To reverse the direction ALT+scroll backward.

#### TIP

If your graph contains a phase or operation group in a read-only status, the group is displayed with a frame around its components. You can then marquee-select only the group as a whole, not its individual components.

# **Navigation Support Windows**

Workflow Designer provides two dockable windows to support your navigation through your workflows, building blocks, and their components.

# Map

The Map window provides an overview of the graph structure you are working on. It consists of three overview frames, one for each structure level that holds a graph. The structure levels are differentiated by the number of corners that have a line drawn across them:

- the procedure level with the graph of unit procedures, indicated by four crossed corners
- the unit procedure level with the graph of operations, indicated by three crossed corners
- the operation level with the graph of phases, indicated by two crossed corners.

Each frame shows the entire graph on its respective structure level, depending on the hierarchy level of the currently active tab in the Graph Window. So, if you have a procedure tab of a master workflow active in your Graph Window, you only see the graph of unit procedures in the top frame, while the two lower frames remain empty. On the other hand, if you have an operation tab active in your Graph Window, you see the graph of phases in the bottom frame, the graph of operations in the middle frame, and the graph of unit procedures in the top frame.

If you open a building block, the Map first displays the building block's header on the respective structure level. All higher levels naturally remain empty.

The frame that displays the active Graph Window tab is indicated by a colored border. In the frames that show a higher level of the hierarchy, a colored border indicates the parent component of the respective lower graph.

A Map frame displays a selection frame that reflects the graph section visible in the Graph Window. If the graph section is large enough, the selection frame only becomes visible when you change the zoom factor or pan the graph section. To use the frames of the Map for panning, zooming, and navigating the graphs of your workflow, proceed as follows:

- SHIFT+click and drag to draw a new selection frame whose content will be displayed in the Graph Window.
- Click and drag to move an existing selection frame, thus panning the graph section.
- Click and drag the side or corner handles of the selection frame to resize it.
- Click anywhere in a frame to set this position as center of the selection frame.
- Double-click a step in the top and center frames to open its graph on the next lower hierarchy level.
- CTRL+double-click a step in the top and center frames to open its graph on the next lower hierarchy level in a new graph tab.
- Click the center or top frame while you have the bottom frame active to update the Graph Window with the higher-level graph of the clicked frame.

# **Explorer**

The Explorer window displays the structure of the currently active workflow or building block in the form of a tree view. The elements are ordered by their location in the graphs, from top to bottom and left to right. In the tree view, the system applies dark blue highlighting and bold white typeface to the structure level displayed in the Graph Window and indicates the current focus by italics.

Graph elements that are based on a source building block in a read-only status are marked by icons (see "Marker Icons" in Vol. 1):

- Verification (building block) icon
- Verification (building block group) icon
- Approved building block icon
- Approved building block group icon

To use the tree view of the Explorer for navigation within your workflow or building block, proceed as follows:

- Single-click an element in the tree to open the graph that contains the element in the active Graph Window. The element itself is selected in the Graph Window.
- CTRL+single-click an element in the tree to open the graph that contains the element in a new graph tab. The element itself is selected in the Graph Window.

41

- Double-click an element in the tree to open its graph in the active graph tab.
- CTRL+double-click an element in the tree to open its graph in a new graph tab.

# TIP

Please note that double-clicking a dummy element or a pre-configured element that cannot be edited triggers the same behavior as a single click, moving you to the next higher level that displays the step in the graph, which consequently updates the Graph Window.

Single-clicking a workflow root node does not trigger the Graph Window to update, since there is no header view available for workflows.

# **Setlist**

The Setlist represents a pool of data objects you can use for building and configuring your workflows. You can fill the Setlist from the Universe (page 108) when you mark a data object for display in the Setlist. There are, however, two types of data objects whose display in the Setlist is not configurable through the Universe:

- Capabilities are provided with the system and thus always available.
- The Graph Clipboard lists all building blocks that have previously been copied with the **Copy selected** (CTRL+C) function (page 15) from an SFC graph in the Graph Window.

The following types of data objects are available as collapsible tables in the Setlist:

Material
 Material parameters are only available for phase elements.

#### TIP

Please note that the number of local input and local output materials you can assign to a building block depends on the basic configuration of the building block.

Equipment Class
 Equipment class parameters are only available for phase elements.

### TIP

Please note that the number of equipment classes you can assign to a building block depends on the basic configuration of the building block.

Property TypeProperty type parameters are only available for phase elements.

#### TIP

Equipment classes and property types are maintained in the Data Manager - Equipment application and may thus be affected by changes made there.

Work Center
 Work center parameters are only available for unit procedure elements.

Station
Station parameters are only available for operation elements.

#### TIP

Work centers and stations are maintained in the Data Manager - Work Center application and may thus be affected by changes made there.

Signature Privilege
 Signature privilege parameters are only available for phase elements.

- Procedure
- Unit Procedure
- Operation Group

Operation groups in a read-only status, such as **Verification** or **Approved** are inserted with a frame. Thus, the group's structure cannot be modified, only its unlocked parameters, along with the properties of its components, such as operation and transition identifiers.

Operation groups inserted in the **Draft** status behave as if their components had been inserted individually.

#### TIP

Please note that the **Usage as operation group** Header property (page 57) in the Property Window of a building block on unit procedure level determines if it is listed only in the **Unit Procedure** table (with **Not allowed**), the **Operation Group** table (with **Mandatory**), or both (with **Allowed**).

- Operation
- Phase Group

Phase groups in a read-only status, such as **Verification** or **Approved** are inserted with a frame. Thus, the group's structure cannot be modified, only its unlocked parameters, along with the properties of its components, such as phase and transition identifiers.

Phase groups inserted in the **Draft** status behave as if their components had been inserted individually.

# TIP

Please note that the **Usage as operation group** Header property (page 57) in the Property Window of a building block on operation level determines if it is listed only in the **Operation** table (with **Not allowed**), the **Phase Group** table (with **Mandatory**), or both (with **Allowed**).

Phase

## TIP

A Setlist table can contain more data columns than initially visible in the default layout. Use the horizontal scroll bar at the bottom of the Setlist window or resize the window to access this data.

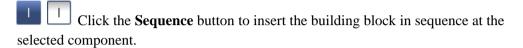
To move up and down through the Setlist, opening all tables that contain entries, CTRL+scroll your mouse wheel forward or backward, respectively.

The Setlist toolbar provides toggle buttons that determine the mode or position with which a Setlist object is added to the selected component in the active graph of the Graph Window.

### **TIPS**

Make sure to have the relevant graph component selected in the Graph Window and the relevant buttons toggled before you double-click to add an object.

Please note that Dispense unit procedures or operations are not suitable for use in workflow processing. For this reason, the system unselects and removes the Dispense option when the building block is drawn into a master workflow.



Click the **Selection branch** button to insert a selection branch in parallel to the selected component.

Click the **Simultaneous branch** button to insert a simultaneous branch in parallel to the selected component.

Click the **Join** button to join the open branches at the selected component. The button is only enabled if a join operation is possible.

Click the **Replace** button to replace the component (group) assigned to the currently selected graph step with the component (group) you select from the Setlist. It performs a full replacement, which means that all configurations made with the process parameters of the replaced graph component are overwritten and thus lost.

Click the **Smart replace** button to replace the component (group) assigned to the currently selected graph step with the component (group) you select from the Setlist. Contrary to the full replacement of the **Replace** action, the **Smart replace** action merges the data configured with the parameters of the new replacing building block into the data of the old replaced building block.

# TIP

Please note that you can only smart-replace components with components and component groups with component groups.

#### **SMART REPLACE CONCEPTS**

If the **Smart replace** action is used for replacing a building block that contains elements, such as an operation building block with its phases, the system uses the identifiers of the individual elements to determine if the elements of the replacing building block match the elements of the replaced building block.

- Matching elements are merged.
- Elements of a replacing (new) building block, for which the system cannot establish a match, are treated as new elements and added with all of their parameters.
- Elements of a replaced (old) building block, for which the system cannot establish a match, are deleted.

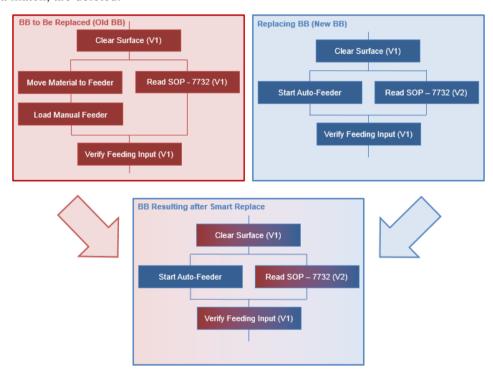


Figure 6: Basic principles of Smart replace

The merge strategies of the **Smart replace** action differ with respect to the individual parameter types.

# Process parameters

- The system uses the immutable **Internal identifier** for matching.
- The system uses all **locked** parameters of the new building block, thus overwriting the respective parameters of the old building block.
- For all **non-locked** parameters of the new building block that also exist in the old building block, the system retains the values of the old building block.

#### TIP

Please note that the system retains locks that were set explicitly on the old building block after it was drawn into the graph, but removes **Frozen** locks that were drawn in with an **Approved** building block.

- Additional process parameters or parameter attributes on the new building block, which do not exist on the old building block, are taken over with their values.
- Process parameters or parameter attributes that only exist on the old building block are removed.

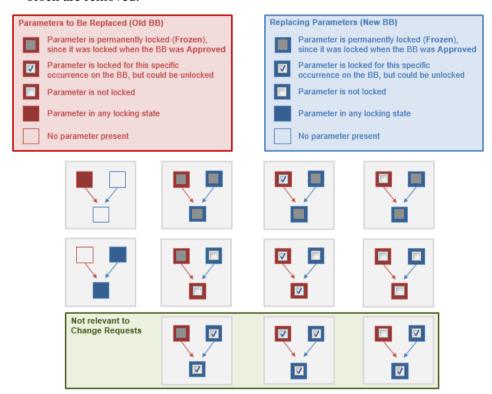


Figure 7: Smart replace for process parameters and their attributes

# Equipment requirement, work center assignment, privilege, and capability parameters

- The system uses all **locked** parameters of the new building block, thus overwriting the respective parameters of the old building block.
- For all **non-locked** parameters of the new building block that also exist in the old building block, the system retains the values of the old building block.

#### TIP

Please note that the system retains locks that were set explicitly on the old building block after it was drawn into the graph, but removes **Frozen** locks that were drawn in with an **Approved** building block.

- Additional **non-locked** parameters on the new building block are ignored.
- Parameters that only exist on the old building block are retained.

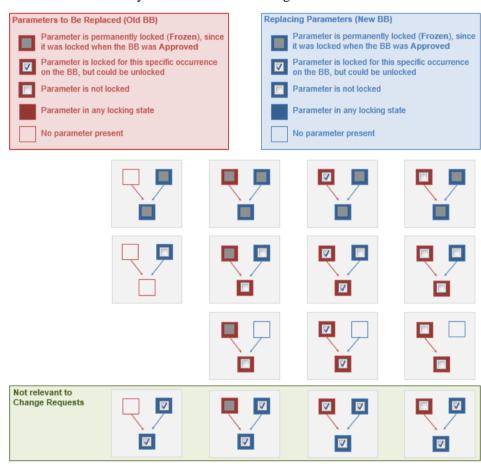


Figure 8: Smart replace for equipment requirement, work center assignment, privilege, and capability parameters and their attributes

## Material parameters

The system ignores the material parameters of the new building block and instead retains all material parameters and MFC data of the old building block.

#### TIP

Structural differences in a new higher-level building block (operation or unit procedure), such as the deletion or insertion of a phase with MFC-relevant material parameters, affect the overall material flow.

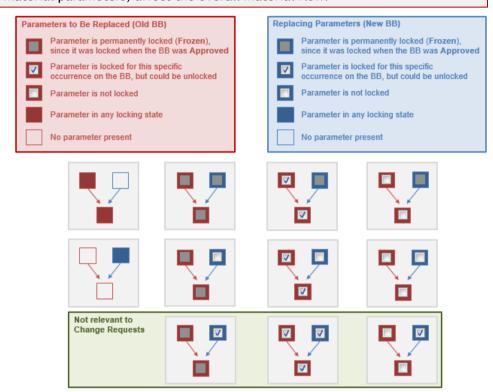


Figure 9: Smart replace for material parameters and their attributes

# Transitions

- The system uses all locked transitions of the new building block, thus overwriting the respective transitions of the old building block.
- For all non-locked transitions of the new building block that also exist in the old building block, the system retains the values of the old building block.

#### TIP

Please note that the system retains locks that were set explicitly on the old building block after it was drawn into the graph, but removes **Frozen** locks that were drawn in with an **Approved** building block.

Additional transitions on the new building block, which do not exist on the old building block, are taken over with their values.

Transitions to Be Replaced (Old BB) Replacing Transitions (New BB) Transition is permanently locked (Frozen), Transition is permanently locked (Frozen), since it was locked when the BB was Approved since it was locked when the BB was Approved Transition is locked for this specific occurrence on the BB, but could be unlocked Transition is locked for this specific occurrence on the BB, but could be unlocked Transition is not locked Transition is not locked Transition in any locking state Transition in any locking state No transition present No transition present Not relevant to Change Requests V V **V** 

■ Transitions that only exist on the old building block are removed.

Figure 10: Smart replace for transitions and their attributes

- Click the **Input** button to insert a material as input to the selected element.
- Click the **Output** button to insert a material as output to the selected element.
- Click the **Invert drawing direction** button to change the direction with which new elements are added to the graph, from down and rightwards to up and leftwards.

To edit the active graph, proceed as follows:

- Toggle the relevant buttons to define the insertion rules for the object you are about to select. Which buttons are enabled, depends on the type and graph environment of the component you have selected. Initially, the **Sequence** and **Input** buttons are toggled by default.
- 2. In the Setlist, double-click the object you wish to add to the selected graph element.
  - Depending on the object type, the system inserts new graph elements or parameters.
- Double-click another Setlist object to add it in the same manner.
   The button settings remain in place until you actively click another button in the Setlist toolbar thus redefining the rules for adding Setlist objects.

# **Property Windows**

You can access the properties of the workflow or building block headers (page 51) and elements (page 61), as well as the source (page 62) building blocks on which they are based from their respective property windows.

# **Header Property Window**

The **Header** window lists the specific properties and the status of the component currently displayed in the Graph Window:

- a master workflow (page 51),
- the root component of a building block (page 57).

#### Master Workflow Header

The **Header** window for master workflows lists the specific properties of the root component of the master workflow that is displayed in the Graph Window. The extra pane at the bottom shows the description of the master workflow, if this property is defined.

Click a property value to edit it. The system displays a text cursor or a button to access a suitable editor (see "Editors" in Vol. 1) for the required value type.

#### TIP

The Identifier, Version, Access privilege, and Status Data properties are never editable.

- To rename the root component of a building block, open the **File** menu and select the **Rename <component identifier>** function.
- To change the status of a master workflow, open the **File** menu and select the **Change status of <component identifier>** function.
- To create a new version of a master workflow or a new revision of a building block, open the File menu, click the Change status button (see "Toolbar Buttons" in Vol. 1) in the Status toolbar or open the File menu and select the Change status of <component identifier> function.

The following properties are available for master workflows:

Identifier
Defined on the New Master Workflow dialog at master workflow creation.

VersionSet by the system at master workflow creation.

■ The name with which the workflow is displayed during processing in PharmaSuite for Production Execution. It is especially relevant to workflows that are **One-click startable** since the processing name is displayed on the button that starts the workflow. The processing name is pre-filled with the identifier of the master workflow but can be edited. It needs to be defined before a workflow can be moved out of the **Edit** status.

The maximum number of allowed characters in this box is 50.

Short description

window (page 77).

- Description
- Comparison baseline
   Displays the baseline master workflow against which the system compares the current master workflow and displays the comparison result in the Comparison

### TIP

Please note that your access rights determine which master workflows are available for selection. Confidential master workflows that you are not allowed to access are not shown in the list.

The workflow is shown with its identifier and version, which is displayed as <major number>.x as the version of a valid workflow may change at the minor number, for example when its status is changed from Valid to Valid in order to adjust its period of validity.

To open the **Select Comparison Baseline** dialog (page 77) and assign a master workflow as baseline, click the **Open cell editor** button (see "Dialog Buttons" in Vol. 1).

To delete the assignment, click the **Delete cell content** button (see "Dialog Buttons" in Vol. 1).

- Reason for creation
- Access privilege

For confidential master workflows that require specific protection. It defines which access right a user needs to have to be able to access the master workflow and all workflows that are based on it.

Status data

It comprises the workflow's current status and period of validity.

53

#### Review mode

Specifies if and under which conditions the workflow can be reviewed in the Exception Dashboard of PharmaSuite for Production Responses.

#### Automatic

The status of the workflow automatically moves to **Reviewed** when it is **Finished** and no quality exceptions have been recorded for it while it was being processed.

#### Manual

The status change to **Reviewed** needs to be performed manually when the workflow is **Finished** and there are no exceptions left that still need to be reviewed.

The **Type** attribute specifies under which section of the Cockpit in PharmaSuite for Production Execution the workflow appears. Select a type from the available options: **Production**, **Inventory**, **Maintenance**, **Quality**, **System**. Without a type definition, a workflow cannot be moved out of the **Edit** status and, consequently, not to **Valid**.

#### TIP

Please be aware that you can restrict the number of work centers where a workflow is available for processing in PharmaSuite for Production Execution by assigning a work center parameter (page 121) to its unit procedure.

#### One-click startable

Defines if the workflow is startable from a Cockpit button in PharmaSuite for Production Execution as soon as its status has been set to **Valid**. Workflows that are only startable from Workflow Processing first have to be set up in PharmaSuite for Production Management, exploded, and released before they are available for processing.

# TIP

Please note that a workflow's Cockpit button in PharmaSuite for Production Execution displays its **Processing name**.

# **Execution prefix**

When a workflow is **One-click startable**, its identifier is generated by the system and shows as sequence of characters built from three components: cligit display of year<8-digit sequential number</pre>. The system sets the values for <2-digit display of year</p> and <8-digit sequential number</p> but you can define any two characters to be used as prefix. If you do not wish to define a prefix yourself, the system uses a pre-defined default (**WF**).

The maximum number of allowed characters in this box is 2.

#### **■** Production-relevant

Indicates that the activities performed in the context of the workflow affect the quality of a product. This could apply to cleaning procedures, for example.

# **■** Appendable during processing

Defines if a workflow can be appended to an order while or after being executed in PharmaSuite for Production Execution. Workflows that do not carry the setting can only be appended to orders from PharmaSuite for Production Management.

Comment

## **Change Request Header**

The **Header** window for change requests lists the specific properties and the status of the change request that is currently displayed in the Graph Window.

The extra pane at the bottom shows the description of the change request, if this property is defined.

Click a property value to edit it. The system displays a text cursor or a button to access a suitable editor (see "Editors" in Vol. 1) for the required value type.

#### TIP

54

The Identifier, Status Data, and Additional Data properties are never editable.

- To rename a change request, open the **File** menu and select the **Rename** <component identifier> function.
- To change the status of a change request, click the **Change status** button (see "Toolbar Buttons" in Vol. 1) in the **Status toolbar** or open the **File** menu and select the **Change status of <component identifier>** function.

The following properties are available for change requests:

- Identifier

  Defined on the **New Change Request** dialog at change request creation.
- Description
- Comparison baseline handling Defines which comparison baseline will be set for the new versions of the master workflows or building blocks:
  - **Keep** the comparison baseline of the old component to also be the baseline of the new component,
  - **Update** (default setting) the comparison baseline of the new component according to the most recent version/revision from which it was created, or
  - **Delete** the comparison baseline, so that for the new component no comparison baseline is defined even if a comparison baseline was defined for the old component.
- Planned execution time
  - Only relevant to change requests that have the **Approved for auto-run** status and are thus intended for automatic background execution.
  - The date and time can be defined on the **Action List** tab when the change request is in the **Draft** status.
- Workflow-related target status
  Indicates the status that the new versions of master workflows are to have after
  the change request has been executed (Edit, Verification, All valid statuses
  comprising Scheduled and Valid).
  - If your change request will not include master workflows, but only building blocks, you can leave the property blank.
- Effective date
  - Indicates the date when the changes introduced by the change request become effective. This means that when you execute a change request on a master workflow and define an effective date for it, the system behaves as follows:
  - If the effective date falls into the validity period of a valid master workflow, it keeps the valid version of the master workflow in the **Valid** status but changes its period of validity to end at 11:59 PM on the day before the effective date.
  - If the effective date falls into the validity period of a scheduled master workflow, it keeps the unchanged scheduled version of the master workflow in the **Scheduled** status but changes its period of validity to end at 11:59 PM on the day before the effective date.

- It creates a version of the master workflow in the **Scheduled** status starting its validity on the day of the effective date.
- On the day specified as effective date at 12 AM, the system moves the new, changed version of the master workflow to Valid and the old version to Archived.

### TIP

If you do not define a workflow effective date for your change request, the system assumes that the changes need to become effective immediately. Consequently, on each affected master workflow, it sets the effective date to the current date (today) as soon as it starts to process the master workflow and executes the change request on it.

Thus, the new versions of the changed master workflows are created in the **Valid** status and immediately effective.

The workflow effective date is not relevant to building blocks.

- Building block-related target status
  Indicates the status that the new versions of building blocks are to have after the change request has been executed (**Draft**, **Verification**, **Approved**).
  If your change request will not include building blocks, but only workflows, you can leave the property blank.
- Status

56

- Structure level Indicates the structure level (Phase, Operation, Unit Procedure, Procedure) of the building blocks selected for the change request.
- System building block option
   Only relevant to change requests on phase level.
   Indicates that the phase building blocks to be replaced are system building blocks.

## **Building Block Header**

The **Header** window for building blocks lists the specific properties and the status of the root component of the building block that is currently displayed in the Graph Window. The extra pane at the bottom shows the description of the building block, if this property is defined.

Click a property value to edit it. The system displays a text cursor or a button to access a suitable editor (see "Editors" in Vol. 1) for the required value type.

#### TIP

The Identifier, Revision, Access privilege, and Status Data properties are never editable.

- To rename the root component of a building block, open the **File** menu and select the **Rename <component identifier>** function.
- To change the status of a building block, click the **Change status** button (see "Toolbar Buttons" in Vol. 1) in the **Status toolbar** or open the **File** menu and select the **Change status of <component identifier>** function.
- To create a new revision of a building block, open the **File** menu, select the **Save** as function, and save the component under the same identifier.

The following properties are available for root components of building blocks:

#### TIP

Please note that you need to select the header element of the building block in the Graph Window before you can make changes to its header properties.

- Identifier
  Defined on the **New <Building Block Level>** dialog at building block creation.
- Revision

  Defined on the **New < Building Block Level>** dialog at building block creation.

#### TIP

If your building blocks will be subject to automatic creation of new revisions through change requests, it is recommended that revision numbers contain at least one numeric integer value. When the system creates a new revision of a building block while executing a change request, it increases the last integer value of a revision number to the next available integer.

### Examples:

[1] -> [2]

[A] -> [3] if revisions [1] and [2] exist already.

 $[1.0] \rightarrow [1.1]$ 

[2B] -> [3B]

[2B1] -> [2B2]

[1B] -> [4B] if revisions [2B] and [3B] exist already.

Short description

#### Comparison baseline

Displays the baseline building block against which the system compares the current building block and displays the comparison result in the Comparison window (page 77).

### TIP

Please note that your access rights determine which building blocks are available for selection. Confidential building blocks that you are not allowed to access are not shown in the list.

The building block is shown with its identifier and revision.

To open the **Select Comparison Baseline** dialog (page 77) and assign a building block as baseline, click the **Open cell editor** button (see "Dialog Buttons" in Vol. 1).

To delete the assignment, click the **Delete cell content** button (see "Dialog Buttons" in Vol. 1).

## Usage as operation/phase group

Only available for unit procedure and operation building blocks.

Determines under which conditions the building block can be pulled into a graph:

#### Not allowed

The building block can only be used as stand-alone component.

So, a building block on the unit procedure level can only be pulled as unit procedure into a procedure graph and is only listed in the **Unit Procedure** table of the Setlist.

Similarly, a building block on the operation level can only be pulled into a unit procedure graph and is only listed in the **Operation** table of the Setlist.

# Mandatory

The building block can only be used as group component.

So, a building block on the unit procedure level represents an operation group and can only be pulled into a unit procedure graph. It is only listed in the **Operation Group** table of the Setlist.

Similarly, a building block on the operation level represents a phase group and can only be pulled into an operation graph. It is only listed in the **Phase Group** table of the Setlist.

#### Allowed

The building block can be used both stand-alone and as group.

A building block on the unit procedure level is listed twice in the Setlist, in the **Unit Procedure** table and the **Operation Group** table.

A building block on the operation level is listed twice in the Setlist, in the **Operation** table and the **Phase Group** table.

# Access privilege

For confidential building blocks that require specific protection. It defines which access right a user needs to have to be able to access the building block.

#### TIP

Please note that in hierarchical structures, the required access privilege is determined by the component on the highest level of the structure. Example:

When a phase building block with access privilege A is located in an operation that has access right B, a user who has access right B can open the operation and access the phase building block but cannot open the phase building block directly.

- Categories 1-2Configurable filter categories.
- Description
- Dispense option

Only available for unit procedure and operation building blocks.

The **Dispense** option that marks an operation (see "Operation Header" in Vol. 1) or unit procedure (see "Unit Procedure Header" in Vol. 1) as Dispense-specific is only editable for operation building blocks. A unit procedure automatically displays the setting when it contains an operation for which the **Dispense** option has been set.

By marking an operation as Dispense-specific, you place the By marking an operation as Dispense-specific, you place the following restrictions on its usage in a unit procedure graph:

- There can only be one operation that is marked as Dispense-specific within the graph.
- A Dispense operation cannot be combined with other non-Dispense operations.

This means that a Dispense unit procedure must contain exactly one Dispense operation.

#### TIP

Please note that Dispense unit procedures or operations are not suitable for use in workflow processing. For this reason, the system unselects and removes the Dispense option when the building block is drawn into a master workflow.

Pre-defined exception and comment texts

Only available for unit procedure, operation, and phase building blocks. The system allows to select a set of pre-defined texts from which an operator or reviewer can choose the suitable text for recording an exception or exception comment during processing or review.

To open the **List Selection** editor (see "List Selection Editor" in Vol. 1) and assign a set of pre-defined texts, click the **Open cell editor** button (see "Dialog Buttons" in Vol. 1).

To delete the assignment, click the **Delete cell content** button (see "Dialog Buttons" in Vol. 1).

## Operator exception texts

Displays the list of exception/comment texts available for selection in PharmaSuite for Production Execution.

 Reviewer exception texts
 Displays the list of exception/comment texts available for selection in PharmaSuite for Production Responses.

# ■ Hide in batch/workflow report

Only available for phase components.

The system allows to define that after processing the phase is not shown in the batch or workflow report, respectively. Not showing a phase in the batch or workflow report can help to reduce the overall size of the report and can be used for phases that do not have a direct influence on the product or process, such as phases that only display data without requiring further user interaction.

#### Status data

It comprises the building block's current status, its approval date and signature, and its archival date and signature, if available.

60

# **Element Property Window**

The **Element** window lists the specific properties of the component selected in the Graph Window.

Click a property value to edit it. The system displays a text cursor or a button to access a suitable editor (see "Editors" in Vol. 1) for the required value type.

#### TIP

Please note that there are no element properties available for transitions, start and end steps, branches, or building block groups.

#### Identifier

Usually defined in the Graph Window when the component is added to the SFC graph.

### Description

If defined, the system displays the full description of the component in an extra pane at the bottom of the window.

# Pre-defined exception and comment texts

Only available for unit procedure, operation, and phase components.

The system allows to select a set of pre-defined texts from which an operator or reviewer can choose the suitable text for recording an exception or exception comment during processing or review.

To open the **List Selection** editor (see "List Selection Editor" in Vol. 1) and assign a set of pre-defined texts, click the **Open cell editor** button (see "Dialog Buttons" in Vol. 1).

To delete the assignment, click the **Delete cell content** button (see "Dialog Buttons" in Vol. 1).

#### Operator exception texts

Displays the list of exception/comment texts available for selection in PharmaSuite for Production Execution.

#### Reviewer exception texts

Displays the list of exception/comment texts available for selection in PharmaSuite for Production Responses.

#### ■ Hide in batch/workflow report

Only available for phase components.

The system allows to define that after processing the phase is not shown in the batch or workflow report, respectively. Not showing a phase in the batch or workflow report can help to reduce the overall size of the report and can be used for phases that do not have a direct influence on the product or process, such as phases that only display data without requiring further user interaction.

### TIP

The **Element** window is empty when you have a component **Header** tab displayed in the Graph Window or a dummy element selected.

# **Source Property Window**

The **Source** window lists the properties of the building block on which the workflow or building block element (page 61) is based. The building block properties can only be viewed.

#### TIP

Please note that there are no source properties available for transitions, start and end steps, or branches.

The Custom Source properties of a building block are only available if the building block (group) is a stand-alone element and based on a custom building block created, for instance, with a **Create ... from selected** function from the SFC graph shortcut menu (page 28).

It lists the basic data of the source system building block and relevant usage information:

- Copied on Indicates the date and time when the custom building block was drawn into the graph.
- Status at copy Indicates the status the custom building block had when it was drawn into the graph.

## TIP

Please note that only if a source custom building block has the **Approved** status when it is drawn into a graph, will the usage be considered for replacing in a change request (page 190).

The Group Source properties of a building block are only available if the building block is an element in a building block group that has not been inserted from the Graph Clipboard table of the Setlist (page 43).

It lists the basic data of the building block group to which the building block belongs and relevant usage information:

- Copied on Indicates the date and time when the building block group was drawn into the graph.
- Status at copy Indicates the status the building block group had when it was drawn into the graph.

# TIP

Please note that only if a source custom building block has the **Approved** status when it is drawn into a graph, will the usage be considered for replacing in a change request (page 190).

The System Source properties of a phase indicate important characteristics that are relevant to where and how the phase can be used.

- Usable in Indicates if the phase is available for use in Master recipes, Master workflows, or both.
- Trigger
   Indicates that the phase is a trigger phase and can thus be referenced in the
   Trigger-enabled capability of an operation.
- Server-run Indicates that the phase is intended for being run on a server without user interaction. It needs to be located in an operation that holds the **Server-run** capability.
- Pause-aware Indicates that the phase can interpret a pause signal it receives from its unit procedure and is thus suitable for use in a unit procedure that holds the **Pause-enabled** capability.

64

# **Phase Preview**

The **Phase Preview** window displays how a phase is rendered in PharmaSuite for Production Execution when the workflow is processed on the shop floor. Since a dummy phase is empty, it also displays an empty preview.

# TIP

Please note that some phases may rely on information or input that is not yet available when the preview is created. The preview of these phases only shows a corresponding system message.

66

# **Messages Window**

When you edit master workflows or building blocks Workflow Designer concurrently checks your work for errors, warnings, or information you may require and displays them in the Messages window.

The Messages window consists of the window frame with a tool panel for filtering and navigation and two main areas:

- The tree panel (page 68) that displays a tree view with all nodes of the master workflow or building block for which the checks have returned messages.
- The list panel (page 68) that displays a list of all messages that have been found for the workflow or building block and from which you can update the Graph Window to access and address the element indicated by the message.

The panels are divided by a slidable separator and can thus be freely resized, if necessary.

The tool panel provides toggle buttons to filter the display in both the tree and the list panels by message type (error, warning, or information). By default, all message types are toggled on.



Click the **Toggle warning messages** button to toggle the display of warning messages.

Click the **Toggle information messages** button to toggle the display of information messages.

To the right of each toggle button, the system displays the number of messages of this type that is currently present in the active workflow or building block. This number triplet is also shown on the tab title of the Messages window.

In addition to the filter toggle buttons, the tool panel contains a breadcrumb trail that indicates the path to the element that is currently selected in the tree and thus highlighted in the list panel.

#### TIP

Please note that the breadcrumbs, the tree, and the list panel are synchronized by selection. This means that when you select a breadcrumb, a tree node, or a message in the list, the system updates the display in the other two Messages window components accordingly.

# Messages Window - Tree Panel

Similar to the Explorer (page 40), the tree panel of the Messages window displays the structure of the currently active workflow or building block. It only displays those nodes, however, for which the continuous checks the system performs in the background have returned error, warning, or information messages.

Nodes that are directly affected by one or more check messages are represented in red font. Black font is used for nodes that are not directly affected but have affected child nodes.

Click a step in the tree to highlight all of its messages in the list panel (page 68). The breadcrumbs update accordingly.

# Messages Window - List Panel

The list panel displays all messages the system returns for the currently active master workflow or building block. Each message has an identifier that is unique to the specific message or message category and indicates its type (error, warning, information) by an icon. The types of the messages, which the system returns, determine for a master workflow whether you can change its status to a read-only status, such as **Verification**, and for a building block if you can change its status (see "Changing the Status of Building Blocks" in Vol. 1) to **Approved**:

# Error

A master workflow with errors cannot be moved out of the **Edit** status.

A building bock with errors cannot be approved.

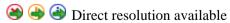
# Warning

A master workflow with warnings cannot be moved out of the **Edit** status.

A building bock with warnings can be approved, since the warnings can only be resolved after the building block has been integrated in a master workflow.

# (i) Information

Messages of the information type do not affect the availability of the functions for status change of master workflows or building blocks.



For the error, warning, or information message, a direct solution is available by rightclicking the message to open a corresponding shortcut menu.

#### TIP

Please note that when an import returns warnings on missing references, resolving such an issue only removes the respective warning message from the list to allow to move the recipe to a read-only status such as **Verification**. The system will, however, not add any data to replace the missing references.

The messages in the list panel are grouped by the workflow or building block element for which they have occurred and are sorted in the same order as the elements are shown in the tree panel (page 68). All messages pertaining to the element selected in the tree are highlighted in gray.

The following actions are available from the list panel:

- Single-click a message in the list to select the element for which it has occurred in the tree. All other messages pertaining to the element are highlighted in the list, along with the one you have clicked. The breadcrumbs update accordingly.
- Double-click a message in the list to display the element to which the message refers.
  - If the message refers to a graph element, the system shows it in the Graph Window.
  - If the message refers to a parameter, the system also opens the Parameter Panel of the element in question and shows the affected parameter as selected.
  - If the message refers to an expression, the system also opens the Expression editor with the affected expression.
  - If the message refers to a property, the system selects it in its respective Property Window.
  - If the message refers to MFC data, the system opens the MFC tab.
- CTRL+double-click a message in the list to display the graph element to which the message refers in a new tab of the Graph Window.
- Right-click a message marked with a Direct resolution available icon to open the Resolve issue shortcut menu.

# **Messages Window - Details**

For messages that either have complex causes and require actions or for which there is additional information available, the system provides the necessary information in the context-sensitive help system.

To access the relevant help topic, select the message in the list and press the F1 key.

The following messages provide additional information:

## 0001RS: The <...> is a dummy element.

The system provides dummy components on all levels of the workflow or building block hierarchy (dummy procedure (page 183), unit procedure (page 183), operation (page 183), and phase (page 183)). Their purpose is to help you with building the structure of your workflow or building block.

# 0003RS: The procedure contains a loop. Loops are not allowed on this structure level of the graph.

Only the graph of phases on operation level and operations on unit procedure level may contain loops. The system does not support loops between unit procedures.

#### 0004RS: A simultaneous branch cannot end twice.

This is a graph error that makes the graph invalid by SFC rules.

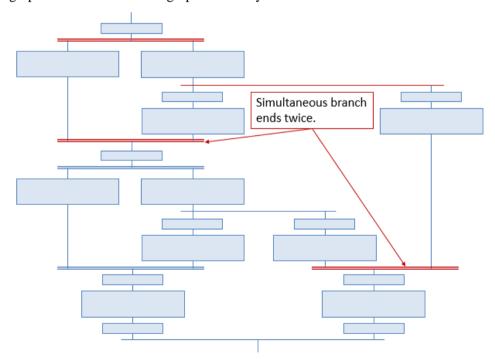


Figure 11: Example of graph error 0004RS

PSRDV3-UM007C-EN-E, 1.0

70

## 0008RS: In the (...), a usage type is assigned to more than one privilege parameter.

Each usage type can only be assigned once per phase. In the Parameter Panel, the system highlights the privilege parameters with the non-unique assignments.

# 0009RS: The (...) has privilege parameter(s) with an exception risk assignment even though it does not support exceptions.

Whether a phase has pre-defined exceptions or not is controlled by the phase itself. If a phase has no exceptions pre-defined, the only privilege that you can configure is of the **Phase completion** usage type.

# 0010RS: The (...) has too few material input/output parameters (...).

The minimum and maximum numbers of material input and output parameters are defined with each phase building block. A phase is only configured correctly if the number of defined material parameters matches the pre-defined range.

# 0013RS: The start step and the end step are on different simultaneous branches.

This is a graph error that makes the graph invalid by SFC rules.

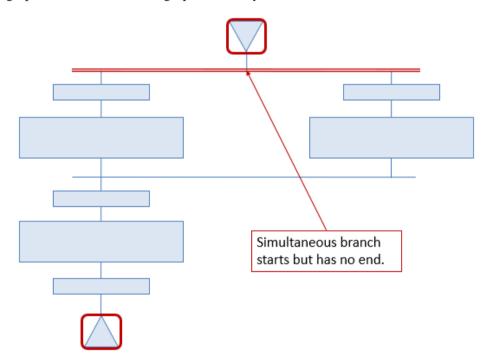


Figure 12: Example of graph error 0013RS

# 0014RS: A simultaneous branch cannot end as selection branch or loop.

This is a graph error that makes the graph invalid by SFC rules.

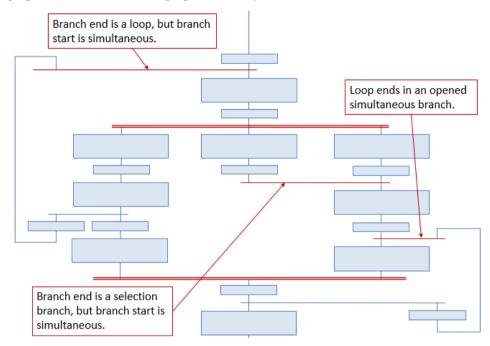


Figure 13: Example of graph error 0014RS

# 0015RS: A selection branch cannot end as simultaneous branch.

This is a graph error that makes the graph invalid by SFC rules.

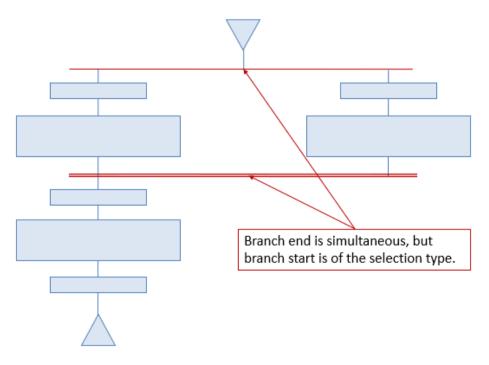


Figure 14: Example of graph error 0015RS

# 0017RS: The end of the simultaneous branch connects unsuitable components.

This is a graph error that makes the graph invalid by SFC rules.

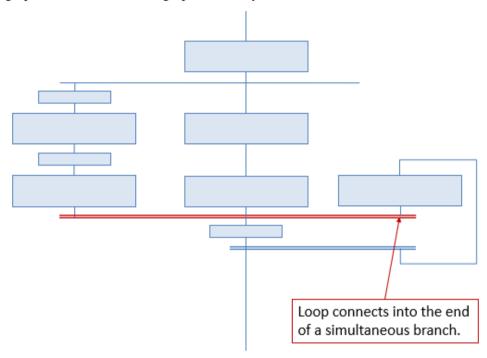


Figure 15: Example of graph error 0017RS

# 0025RS: The expression contains a reference to an unavailable element, which needs to be resolved.

When you use the **Create building block from selected** function to extract an element from an existing workflow, you may break references the building block may have had to other elements in its original workflow. In this case, the system prefixes the expression with a marker string (XT). When located in a building block, the issue is considered as warning, since it may not be possible to resolve it within the isolated structure of the building block. In a workflow, however, it is an error and must be resolved. Thus, when you draw a building block with the warning into a workflow, you have to remove the marker and check if you need to further adapt the reference.

# TIP

When the parameter or transition that contains an unresolved external reference is locked and the building block is approved, it is frozen and thus not editable when drawn as element into a workflow or building block. The system indicates that a direct resolution is available. If the direct resolution fails, you either need to pull in a different building block or adjust the workflow context accordingly.

⊗XI {Identification} / {Identify Unit}. {Equipment object}

Figure 16: Expression with marker for external reference

# 0027RS: The transition starts a selection branch but has no condition expression defined.

During execution, the system has to decide which path through the branch the operator needs to take. For this reason, each path must be preceded by a transition condition (page 177) that defines the circumstances under which the system will select the path for processing.

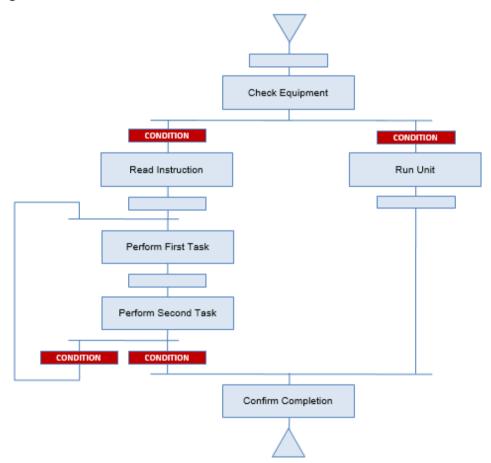


Figure 17: Sample graph with required transition conditions

# 0097RS: The Trigger-enabled capability contains a trigger that specifies an unavailable trigger phase and needs to be modified.

When you use the **Create building block from selected** function to extract an element from an existing workflow, you may break references the building block may have had to other elements in its original workflow. In this case, the system prefixes the expression with a marker string (XT). When located in a building block, the issue is considered as warning, since it may not be possible to resolve it within the isolated structure of the building block. In a workflow, however, it is an error and must be resolved. Thus, when you draw a building block with the warning into a workflow, you have to remove the marker and check if you need to further adapt the reference.

# TIP

When you lock the capability that contains the unresolved external reference, the warning turns into an error, thus preventing the building block from approval. Otherwise, the entire capability would be frozen when drawn as element into a workflow or building block and could never be adapted to resolve the issue.

⊗XI {Identification} / {Identify Unit}. {Equipment object}

Figure 18: Expression with marker for external reference

0106RS: There is more than one operation that holds the Auto-startable capability, which is not allowed for operations located on a simultaneous branch. (...)

On a simultaneous branch with several operations, only one operation may hold the **Auto-startable** capability. Otherwise, the system cannot determine which operation to start automatically.

# TIP

Please note that the system can only auto-start an operation if it can automatically determine the exact location where to start it. So, it needs to have a unique work center and station assignment. Additionally, having several devices registered at a station will also prevent an auto-startable operation from starting automatically.

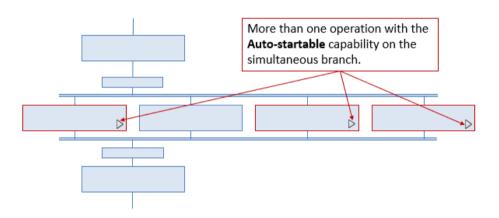


Figure 19: Example of graph error 0106RS

# **Comparison Window**

Workflow Designer supports you with comparing the master workflow or building block that is currently active in your Graph Window against a valid, approved, or archived baseline. As your currently active master workflow or building block can have any status, you can use the comparison function not only for approval purposes but also during editing, so that you can check your changes repeatedly while you edit.

The scope of the comparison has the following specific characteristics:

- When the comparison function detects a difference of the **Added object** or **Removed object** category, it stops the comparison for the object at this hierarchy level and does not attempt to match objects on lower levels.
- The comparison function only considers named components. So, when you compare a workflow or building block that is work in progress and thus in the Edit status and contains unnamed, unconnected components, such as a lone branch or transition you forgot to delete after cutting it off from the graph, this difference is not detected. The system would, however, report the invalid graph structure as error in the Messages window.
- When you compare a workflow or building block that does not show errors in its Messages window, all differences against its baseline are detected, regardless of the status of the workflow or building block.

The Comparison window consists of the window frame with a tool panel for filtering and navigation and two main areas:

- The tree panel (page 79) that displays a tree view with all nodes of the master workflow or building block that contain differences.
- The list panel (page 79) that displays a tabular listing of all differences that have been determined for the master workflow or building block and from which you can access the affected element for more information.

The panels are divided by a slidable separator and can thus be freely resized, if necessary.

The tool panel provides toggle buttons to filter the display in both the tree and the list panels by difference category (added, changed, or deleted). By default, all differences are toggled on.

Click the **Toggle added objects** button to toggle the display of all differences where an object was added.

Click the **Toggle changed objects** button to toggle the display of all differences where an object was changed.

Click the **Toggle removed objects** button to toggle the display of all differences where an object was removed.

To the right of each toggle button, the system displays the number of differences of this category that is currently present in the active workflow or building block. This number triplet is also shown on the tab title of the Comparison window.

For more refined filtering, the tool panel also holds the **Type** option list that allows you to filter for the following types of affected objects:

- Property (page 80)
- Successors (page 81)
- Preview sequence (page 81)
- Phase (page 82)
- Operation (page 83)
- Unit procedure (page 85)
- Procedure (page 86)
- Transition (page 87)
- Material parameter (page 88)
- Process parameter (page 89)
- Privilege parameter (page 89)
- Work center assignment (page **Error! Bookmark not defined.**)
- Equipment requirement (page 90)
- Capability (page **Error! Bookmark not defined.**)
- MFC (page 92)

In addition to the filter toggle buttons, the tool panel contains a breadcrumb trail that indicates the path to the element that is currently selected in the tree and thus highlighted in the list panel.

## TIP

Please note that the breadcrumbs, the tree, and the list panel are synchronized by selection. This means that when you select a breadcrumb, a tree node, or a difference in the list, the system updates the display in the other two Comparison window components accordingly.

# Comparison Window - Tree Panel

Similar to the Explorer (page 40), the tree panel of the Comparison window displays the structure of the currently active workflow or building block. It only displays those nodes, however, for which the comparison has detected differences. In addition to the nodes displayed in the Explorer tree, the Comparison tree also shows the nodes of named transitions as they may be detected to be different with respect to their identifiers, descriptions, or transition conditions (see "Expression Editor for Transition conditions" in Vol. 1).

Nodes that are directly affected by one or more differences are colored according to the difference category they contain:

- Added objects are green
- Changed objects are blue
- Deleted objects are red.

Black font is used for nodes that are not directly affected but have affected child nodes.

Click a step in the tree to highlight all of its messages in the list panel (page 79). The breadcrumbs update accordingly.

# Comparison Window - List Panel

The list panel displays a tabular listing of all differences the system has detected between the currently active master workflow or building block and its comparison baseline. Each row of the table represents one difference, which is specified by its category.

- Added object
- Changed object
- Removed object

# **Property**

The difference type refers to the properties listed in the **Header**, **Element**, and **Source** property windows.

The following **Header** properties are excluded from the comparison:

- Identifier
- Version (only for master workflows)
- Revision (only for building blocks)
- Comparison baseline
- Status
- Valid from and Valid until (only for master workflows)
- Approved on and Approved by (only for building blocks)
- Archived on and Archived by (only for building blocks)

All **Element** properties are considered in the comparison.

The following **Source** properties in the **System Source** section are excluded from the comparison:

- Short description
- Usable in
- Trigger
- Server-run
- Pause-aware

# **E**XAMPLE

|   | Туре     | Identifier | Attribute           | New value | Old value |
|---|----------|------------|---------------------|-----------|-----------|
| ∌ | Property | ID_SR-001  | Minimum<br>quantity | 1000.0 g  |           |

A **Changed object** difference has been detected for the **ID\_SR-001** component. Its **Minimum quantity** property (located in the **Header** property window) has been set to

Its **Minimum quantity** property (located in the **Header** property window) has been set to **1000.0** g.

In the baseline, the property was not defined.

## Successors

It indicates a difference in the graph when a named object (element or named transition) has a different successor. This can be caused by adding an element or a branch.

## **EXAMPLE**

|          | Туре       | Identifier    | New value                                    | Old value                                     |
|----------|------------|---------------|--|---|
| <b>(</b> | Successors | Release Scale | Next Item,<br>Compl./Released<br>(Selection) | Back to ID,<br>Compl./Released<br>(Selection) |

A Changed object difference has been detected for the Release Scale component. It precedes a Selection branch with two transitions, Next Item and Compl./Released. In the baseline, the first transition had a different identifier Back to ID.

# **Preview Sequence**

It indicates a difference in the graph that causes the preview sequence of phases to be different during execution. This can be caused by changing the left-to-right sequence of the phases in a simultaneous branch.

## **EXAMPLE**

|   | Туре             | New value | Old value  |
|---|------------------|-----------|--|
| € | Preview sequence | , ,       | Trigger Material IPC Run, Trigger<br>Equipment IPC Run |

A Changed object difference has been detected, affecting the preview sequence of the Trigger Equipment IPC Run and Trigger Material IPC Run phases.

The **Trigger Equipment IPC Run** precedes the **Trigger Material IPC Run** phases. In the baseline, it was the other way round.

## **Phase**

It indicates a difference in the graph caused by adding or removing a phase. A **Phase** difference typically also means that there is a corresponding **Successor** difference.

# TIP

Phases are compared by their identifiers, so renaming a phase results in two **Phase** differences, one of the **Added** category and one of the **Removed** category.

Please be aware that the system does not try to match the data of **Added** objects, so any additional changes to the phase's properties or parameters would remain undetected.

## **E**XAMPLE

|   | Туре  | Identifier              | Predecessor                              | Successor                    |
|---|-------|-------------------------|--|------------------------------|
| • | Phase | Manage Mixing<br>Output | Start step, Release<br>Scale (Selection) | Weigh, Completed (Selection) |

An **Added object** difference has been detected for the **Manage Mixing Output** phase. It has the **Start step** and the **Release Scale** phase as predecessors from a **Selection** branch, which means it is located as first step in a loop. Its successors are two transitions (**Weigh, Completed**) that hold the conditions of a **Selection** branch that opens directly after the phase.

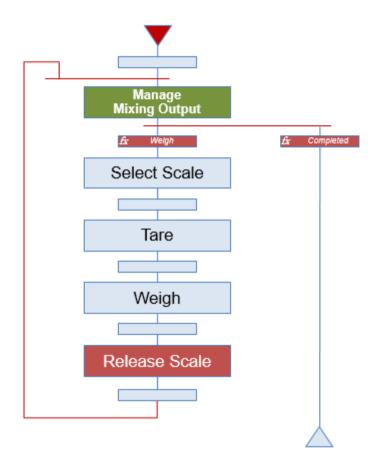


Figure 20: Phase difference - Added object

# **Operation**

It indicates a difference in the graph caused by adding or removing an operation. An **Operation** difference typically also means that there is a corresponding **Successor** difference.

### TIP

Operations are compared by their identifiers, so renaming an operation results in two **Operation** differences, one of the **Added** category and one of the **Removed** category.

Please be aware that the system does not try to match the data of **Added** objects, so any additional changes to the operation's properties, parameters, or its phase graph would remain undetected.

# EXAMPLE

|   | Туре      | Identifier   | Predecessor  | Successor |
|---|-----------|--------------|--|-----------|
| • | Operation | Weigh Output | Granulation, Sublot<br>Preparation<br>(Simultaneous) | End Step  |

An **Added object** difference has been detected for the **Weigh Output** operation. It has the **Granulation** and the **Sublot Preparation** operations as predecessors from a **Simultaneous** branch, which means it is located as first step after the closing join of a simultaneous branch. Its successor is the **End Step**.

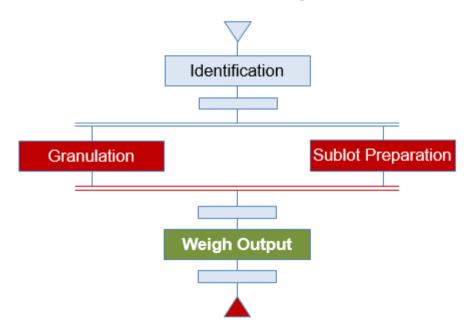


Figure 21: Operation difference - Added object

# **Unit Procedure**

It indicates a difference in the graph caused by adding or removing a unit procedure. A **Unit procedure** difference typically also means that there is a corresponding **Successor** difference.

## TIP

Unit procedures are compared by their identifiers, so renaming a unit procedure results in two **Unit procedure** differences, one of the **Added** category and one of the **Removed** category.

Please be aware that the system does not try to match the data of **Added** objects, so any additional changes to the unit procedure's properties, parameters, or its operation graph would remain undetected.

## **E**XAMPLE

|   | Туре              | Identifier  | Predecessor | Successor |
|---|-------------------|-------------|-------------|-----------|
| • | Unit<br>procedure | Granulating | Mixing      | Tableting |

An **Added object** difference has been detected for the **Granulating** unit procedure. It has the **Mixing** unit procedure as predecessor and the **Tableting** unit procedure as successor. This means it has been added in sequence between the two existing unit procedures.

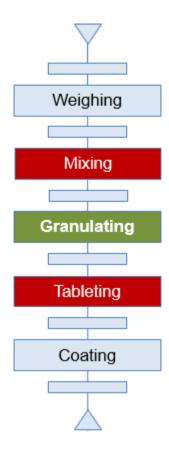


Figure 22: Unit procedure difference - Added object

# **Procedure**

It indicates a difference in the graph caused by adding or removing a procedure.

A **Procedure** difference typically also means that there is a corresponding **Successor** difference.

## TIP

Procedures are compared by their identifiers, so renaming a procedure results in two **Procedure** differences, one of the **Added** category and one of the **Removed** category.

Please be aware that the system does not try to match the data of **Added** objects, so any additional changes to the procedure's properties, parameters, or its unit procedure graph would remain undetected.

## **EXAMPLE**

|          | Туре      | Identifier         | Predecessor | Successor |
|----------|-----------|--------------------|-------------|-----------|
| $\oplus$ | Procedure | Sonolin Retard 80  | Start step  | End step  |
| Θ        | Procedure | Sonolin Retard 100 | Start step  | End step  |

An **Added object** difference has been detected for the **Sonolin Retard 80** procedure along with a **Removed object** difference for the **Sonolin Retard 100** unit procedure. This means that either the **Sonolin Retard 100** procedure has been replaced with the **Sonolin Retard 80** procedure or it has been renamed.

# **Transition**

It indicates a difference in the graph caused by adding or removing a transition. Since the system only regards named transitions as comparison-relevant, it reports a difference of the **Added** category when you define an identifier, a description, or an expression for an existing transition. Similarly, it reports a difference of the **Removed** category when you delete the identifier of a transition.

A **Transition** difference typically also means that there is a corresponding **Successor** difference.

## TIP

Transitions are compared by their identifiers if they are named and ignored if they do not have an identifier. So, renaming an already named transition results in two **Transition** differences, one of the **Added** category and one of the **Removed** category.

# **E**XAMPLE

|   | Туре           | Identifier | Attribute             | New value   | Old value   |
|---|----------------|------------|-----------------------|---|---|
| * | Transitio<br>n | Completed  | Transition expression | ={Preparation}/ {Identify Material}. {Identification result} == "COMPLETED" | ={Preparation}/ {Weigh Charging Material}. {Weighing result} == "COMPLETED" OR {Preparation}/ {Identify Material}. {Identification result} == "COMPLETED" |

A **Changed object** difference has been detected for the expression of the **Completed** transition.

To see the differences between the expressions, click either of the expressions in the **New value** or **Old value** column to open the **Differences** dialog.

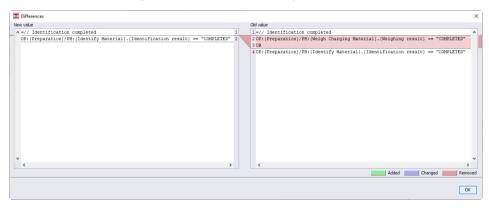


Figure 23: Transition expression differences

## **Material Parameter**

It indicates a difference in the Parameter Panel for material parameters. It can be of any category, as a material parameter can have been added, removed, or changed in one of its attributes.

A material parameter is identified by its position and material identifier.

The **Short description** attribute is excluded from the comparison.

## **EXAMPLE**

|   | Туре               | Identifier | Attribute | New value           | Old value |
|---|--------------------|------------|-----------|---------------------|-----------|
| € | Material parameter | 60/D003-04 |           | Only identification | Net       |

A Changed object difference has been detected for the **Default weighing method** attribute of the material parameter for the **D003-04** material that has **60** as its position. The **Default weighing method** of the material parameter is now **Only identification** instead of **Net** as it was in the baseline.

# **Process Parameter**

It indicates a difference in the Parameter Panel for process parameters. It can be of any category, as a process parameter can have been added, removed, or changed in one of its attributes.

The **Contents** attribute is excluded from the comparison.

# **E**XAMPLE

|   | Туре                 | Identifier    | Attribute       | New value | Old value |
|---|----------------------|---------------|-----------------|-----------|-----------|
| € | Process<br>parameter | Reprint label | Risk assessment | Low       | High      |

A Changed object difference has been detected for the Risk assessment attribute of the Reprint label process parameter. The Risk assessment is now Low instead of High as it was in the baseline.

# **Privilege Parameter**

It indicates a difference in the Parameter Panel for privilege parameters. It can be of any category, as a privilege parameter can have been added, removed, or changed in one of its attributes.

A privilege parameter is identified by its **Usage** attribute.

The following attributes are excluded from the comparison as they are maintained outside of Workflow Designer:

- Reason (1st)
- Reason (2nd)

## **EXAMPLE**

|   | Туре                   | Identifier         | Attribute  | New value | Old value |
|---|------------------------|--------------------|------------|-----------|-----------|
| € | Privilege<br>parameter | Low risk exception | Usage name | Detach    |           |

A Changed object difference has been detected for the Usage name attribute of the Low risk exception privilege parameter. The Usage name has been defined as Detach whereas in the baseline it was not defined.

# **Work Center Assignment**

It indicates a difference in the Parameter Panel for work center assignments. It can only be of the **Added** or **Removed** category, as a work center assignment attributes are not editable in Workflow Designer.

The following attributes are excluded from the comparison as they are maintained in Data Manager:

- Description
- Type
- Storage area

# **Equipment Requirement**

It indicates a difference in the Parameter Panel for equipment requirements. It can be of any category, as an equipment requirement can have been added, removed, or changed in one of its attributes.

A basic equipment requirement is identified by its parameter class. A complex equipment requirement that also includes a property type or a rule is identified by the identifiers of its parameter class and its property type or rule.

The following attributes are excluded from the comparison as they are maintained in Data Manager:

- Short description
- Description
- Equipment level

# **E**XAMPLE

|   | Туре                  | Identifier | Attribute | New value | Old value                     |
|---|-----------------------|------------|-----------|-----------|-------------------------------|
| ∌ | Equipment requirement |            |           |           | Drum Size:<br>[50 300] l [<>] |

A Changed object difference has been detected for a Rule in the equipment requirement for the Drum size property type of the Coaters-A equipment class. The limits of its range are now at [30 .. 170] instead of [50 .. 300] as in the baseline.

# **Capability**

It indicates a difference in the Parameter Panel for capabilities. It can be of any category, as a capability parameter can have been added, removed, or changed in one of its attributes.

A capability difference is identified by the capability's identifier and, if available, the affected action or trigger.

# **E**XAMPLE

|   | Туре       | Identifier                         | Attribute | New value   | Old value  |
|---|------------|------------------------------------|-----------|---|--|
| € | Capability | Trigger-<br>enabled/<br>Trigger-01 |           | {IPC Triggers}/<br>{Trigger Equipment<br>IPC Run} | {IPC Triggers}/<br>{Trigger Material<br>IPC Run} |

A **Changed object** difference has been detected for the phase reference in the **Trigger-01** trigger of the **Trigger-enabled** capability.

To see the differences between the references, click either of the references in the **New value** or **Old value** column to open the **Differences** dialog.

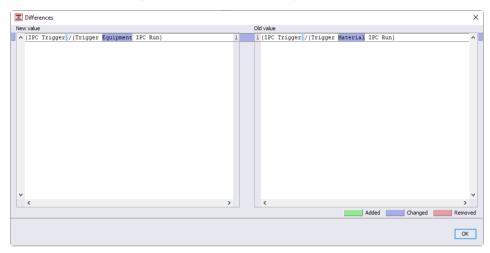


Figure 24: Capability reference differences

## **MFC**

A difference of this type generally indicates that the MFC data of the workflow or procedure building block differs from the baseline. It opens the MFC tab but does not mark further specifics.

The differences shown in the list panel are grouped by the workflow or building block component for which they have occurred and are sorted in the same order as the nodes are shown in the tree panel (page 79). The differences pertaining to the component selected in the tree are highlighted in gray.

The following actions are available from the list panel:

- Single-click a difference in the list to select the component for which it has occurred in the tree. All other differences pertaining to the component are highlighted in the list, along with the one you have clicked. The breadcrumbs update accordingly.
- Single-click the Predecessor or the Successor column of a difference to open the Predecessor - Successor dialog that juxtaposes the two component identifiers for better readability.



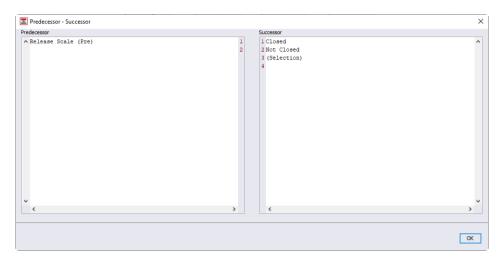


Figure 25: Comparison viewer: Predecessor - Successor

Single-click the New value or the Old value column of a difference to open the Differences dialog that juxtaposes the two values and indicates their differences with color highlighting.

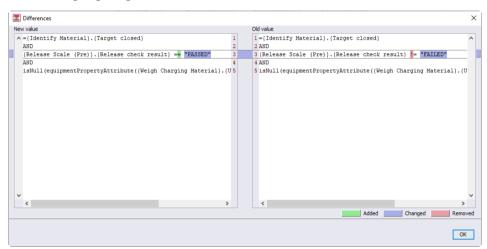


Figure 26: Comparison viewer: Differences

- Double-click a difference to jump to the object to which the difference refers.
  - If the difference refers to a graph element, the system shows it in the Graph Window.
  - If the difference refers to a parameter, the system also opens the Parameter Panel of the element in question and shows the affected parameter as selected.
  - If the difference refers to an expression, the system also opens the Expression editor with the affected expression.

- If the difference refers to a property, the system selects it in its respective Property Window.
- If the difference refers to MFC data, the system opens the MFC tab.
- CTRL+double-click a difference to display the graph element to which the message refers in a new tab of the Graph Window.

# Status Bar

The status bar provides general information such as the logged-in user with his full name, the database name, and the local time and time zone information.

# **Dialogs**

Workflow Designer uses dialogs or pop-up windows on top of its basic screen areas to cover a variety of functions:

- Open (page 95) and Select (page 97) dialogs for quick access to database objects to be used in Workflow Designer
- Dialogs of the print functions (page 98)
- Dialogs of status and version handling (page 100)
- Universe (page 108) for selecting data objects for the Setlist from the database
- Parameter Panel (page 109) for configuring the parameters of workflow or building block elements
- Statistics function (page 148) for master workflows and building blocks
- Context-sensitive Help system (page 150)
- About dialog (page 152) for further information on PharmaSuite and its system environment.

# Open Dialog

The **Open** dialog supports you with choosing the workflow or building block you wish to open in the Graph Window.

Use the Search (page 13) and Filter (page 14) tools to restrict the number of items shown in the **Results** list.

## **TIPS**

The dialog provides an option that allows you to pre-filter your search space and thus ignore all objects that are no longer in use:

- For master workflows, the **Hide retired master workflows** option hides master workflows in statuses such as **Obsolete** or **Archived**.
- For building blocks, the Hide archived <building block type> option hides
  Archived building blocks.
- For change requests, **Hide finished and retired change requests** option hides the change requests that have these statuses.

When the option is selected, ignored statuses are no longer available for selection in the **Status** column of the **Filter** tool.

Please note that operation groups are listed with the **Unit procedure** object type, while phase groups are listed with the **Operation** object type.

For unit procedure and operation objects, you can explicitly filter for group usage.

The **Results** list displays all search and filter results and is updated along with each change to the search or filter criteria.

### TIP

Please note that your access rights determine which master workflows or building blocks are available for selection. Confidential master workflows or building blocks that you are not allowed to access are not shown in the list.

If an object exists in several versions/revisions and statuses in the system, all of its occurrences are listed.

By default, the list is sorted alphabetically with respect to the **Identifier** column of the object, but you can adjust both the sort and column order (page 15).

Locate and double-click the data object you wish to open for use in Workflow Designer.

The system closes the dialog and displays the opened object in the Graph Window.

# **TIPS**

If the object you are trying to access is already open and thus locked in another session or by another user, the system allows you to open it in read-only mode and indicates this by the (R) marker on its upper tab title. If the object you are trying to open contains parameters that reference objects that are no longer available, such as equipment requirements that link to an equipment class that was deleted due to data restructuring, the system removes the affected parameters and displays a dialog that lists the changes.

# **Select Dialog**

The **Select** dialog supports you with choosing an object of a specific type from the pool of suitable objects available in the database:

■ For choosing a comparison baseline against which the system can compare the current master workflow or building block and display the comparison result in der Comparison (page 77) window.

#### TIP

Please note that a master workflow must be **Scheduled**, **Valid**, or **Archived** to be available as comparison baseline.

A building block must be **Approved** or **Archived**.

Use the Search and Filter tools to restrict the number of items shown in the **Results** list.

The **Results** list displays all search and filter results and is updated along with each change to the search or filter criteria.

## TIP

Please note that your access rights determine which objects are available for selection. Confidential objects that you are not allowed to access are not shown in the list.

If an object exists in several versions/revisions and statuses in the system, all of its occurrences are listed.

By default, the list is sorted alphabetically with respect to the **Identifier** column of the object, but you can adjust both the sort and column order.

Locate and double-click the data object you wish to select for use in Workflow Designer.

The system closes the dialog and assigns the selected object to the master workflow.

# **Print Dialogs**

Workflow Designer provides two functions to support you with printing a Master Workflow Report:

- the **Open graph pagination** function available as toolbar button (see "Toolbar Buttons" in Vol. 1) or from the **File** menu (page 21), to display the tiled print preview of the graph that is currently active in the Graph Window and
- the **Print report** functions available from the **File** menu (page 21), to open the print preview of the Master Workflow Report, which contains all relevant data of the master workflow along with graphical representations of the individual graphs for the master workflow's procedure and its subordinate structure levels. You can either print the complete Master Workflow Report or print the report without the **Comparison with Baseline** section.

  The functions are only available for saved master workflows.

On the report printout, graph representations are zoomed smaller than 100% to balance their print dimensions with readability. If a graph is still too wide or long to fit on one page, it is rendered in tiles.

You can view a graph's pagination at any time while you are building the graph so that you can monitor how it will look later in the printed report. This supports you with placing your graph components in the work area in a manner that keeps them from being cut on the printout.

# TIP

Please note that you can only re-position graph components of editable graphs. Thus, you cannot adjust the graph structure of **Approved** building blocks used in an otherwise editable master workflow or building block to improve their graphs' pagination.



Figure 27: Graph Pagination dialog

98

The **Graph Pagination** dialog provides the following functions:

- To change the zoom factor of the displayed tiles, select one of the zoom options from the option list. The default zoom factor is 10%.
- To close the dialog, click the **Cancel** button.

# TIP

Please note that the printed report always shows complete tiles for each graph view, even if a tile contains only one or two components.

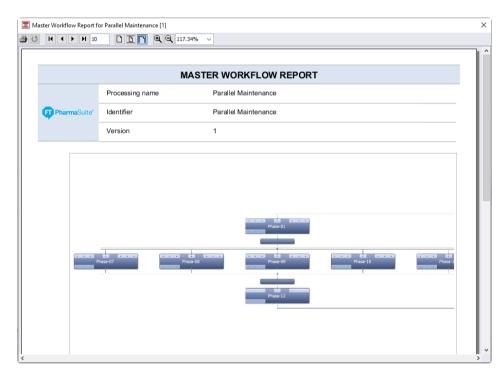


Figure 28: Print Master Workflow Report dialog

The title of **Print Master Workflow Report** dialog shows the identifier and version of the master workflow whose report preview it displays. It provides standard print preview functions that allow you to print to a connected printer, page through the report, or resize and zoom the displayed pages.

# **Status Handling of Master Workflows**

Master workflows and building blocks are maintained in Workflow Designer throughout their entire life cycle. Their statuses are not affected by actions that take place in other applications of PharmaSuite. Thus, all status changes have to be triggered explicitly from within Workflow Designer, either explicitly using the **Change status** function (page 101) or implicitly by executing a change request (page 196) that takes master workflows to the **Valid** status and building blocks to the **Approved** status.

# Master Workflow Statuses

During their life cycle, master workflows can assume the following statuses:

- **Edit**: The master workflow has been created and saved. It can be edited.
- **Verification**: The master workflow is ready for review. It is not editable anymore. If updates are required, its status needs to be changed back to **Edit**.
- **Scheduled**: The master workflow is valid, but its period of validity will start in the future.
- Valid: The master workflow is valid and available for use in order processing.
- **Archived**: The master workflow is no longer valid and cannot be used for order creation anymore.
- Obsolete: The master workflow was never valid and will not be used for order creation or processing.

In addition to status control, master workflows are also subject to versioning (page 21). Changing the status of a master workflow can also affect its version number. In a typical configuration, a master workflow's version number would increase at the second digit, if its status were changed back from **Verification** to **Edit**.

## TIP

Please note that only one version of a master workflow can be **Valid** at any given time. To extend the period of validity of a **Valid** master workflow, perform a status change from **Valid** to **Valid** and move the end date of its validity period into the future as required.

Depending on the system's configuration, a status change can require a user to enter a single or double electronic signature as proof of authorization.

# Changing the Status of Master Workflows

To change the status of a master workflow, proceed as follows:

1. From the **File** menu, select **Change status of <master workflow identifier>** or click the **Change status** button (see "Toolbar Buttons" in Vol. 1) in the Status toolbar.

# TIP

Make sure to have resolved all errors and warnings listed in the Messages window before you try to move a master workflow out of the **Edit** status. Otherwise, the **Change status of <master workflow identifier>** function is disabled.

The system displays the **Change Status** dialog for the master workflow that is currently active in the Graph Window. It displays the identifier, version, status, and description of the master workflow, along with its current validity dates.

- 2. From the option list, select the **Action** you wish to perform on the master workflow. The status (page 100) to which the action will move the master workflow is indicated in parentheses.
- 3. The validity dates are set automatically by the system and cannot be edited. Before you perform a status transition, the start date shows the date when the previous status change happened. Once you trigger a status change, the system updates the start date to the current date. The end date is always set to 12/30/9999, which is the latest possible date.

## **TIP**

When selecting the dates, please note that the start date of the validity period includes the entire day and thus begins at 12:00 AM while the end date of the validity period includes the entire day and thus lasts until 11:59 PM. This means that you can define a validity period of exactly one day by selecting the same date for both start and end dates.

All **Available Versions** of the master workflow are listed in a sortable table (page 15) to support you with choosing the suitable action. The list highlights the version whose status you are about to change.

## TIP

Please note that changing a master workflow's status to **Valid** automatically moves the currently **Valid** master workflow to the **Archived** status. If the master workflow is set to be **One-click startable**, the new version is available for processing as soon as the workflow is restarted in PharmaSuite for Production Execution.

4. Click the **OK** button.

The system displays the **Electronic Signature** dialog. The **Description** box displays the status change you are about to perform.

5. Execute the electronic signature (page 18).

If the status change can be completed successfully, the **Change Status** dialog closes automatically.

To view all status changes performed on the master workflow version, open its **Status History** window (page 103).

■ If the status change cannot be performed, the system indicates the issues in the **Versioning Conflicts** box and highlights the affected versions in the list of **Available Versions**.

# TIP

If you wish to retain the information listed in the **Versioning Conflicts** box, click the **Copy to clipboard** button to copy the list and then paste it into a system-external text editor.

Resolve the issues. Then re-click the  $\mathbf{OK}$  button and complete the electronic signature.

## TIP

When you change the status of a master workflow that is set to be **One-click startable** to **Valid**, it is available for execution at the work centers for which it is configured as soon as PharmaSuite for Production Execution is restarted at the respective work centers.

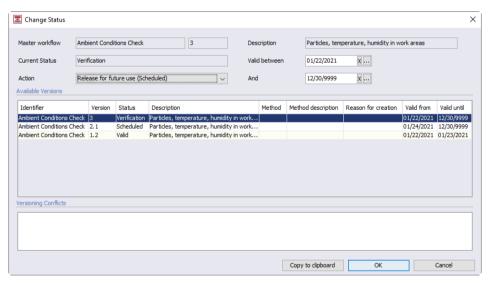


Figure 29: Change Status dialog



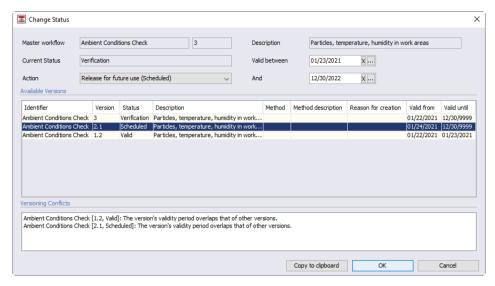


Figure 30: Change Status dialog with Errors

# Status History of Master Workflows

Once a master workflow has been saved for the first time, all of its status changes are registered and accessible for viewing at all times.

From the **File** menu, select the **View status history of <master workflow identifier>** function or click the **View status history** button in the Status toolbar to open the **Status History** window of the master workflow that is currently active in the Graph Window. It displays the identifier, version, and status of the master workflow, along with its description and validity dates. The **History** of its status changes is listed in a sortable table (page 15) with the following data:

- **Timestamp** when the status change was performed.
- **Action** the user selected for the status change.

## TIP

If the underlying status and action model (Flexible State Model) of the master workflow is changed by a system administrator of PharmaSuite so that a status or action is no longer available, the system has to display the internal identifier of a missing action. To indicate this fact, the internal identifier is enclosed in asterisks, e.g. \*verification\*.

- To status indicates the status, to which the master workflow was moved.
- **To version** indicates the version the master workflow had after the status change.

TIP
Some status changes cause the version number to change as well.

■ Valid from indicates the start date, time, and time zone of the master workflow's validity period.

## TIP

Please note that the start date of the validity period includes the entire day and thus begins at 12:00 AM.

■ Valid to indicates the end date, time, and time zone of the master workflow's validity period.

# TIP

Please note that the end date of the validity period includes the entire day and thus lasts until 11:59 PM.

- **Signature** of the user who performed the status change, with full user name, login name, and timestamp.
- **Comment** the user could type on the signature dialog (page 18).
- **Database** on which the status change was performed.

## **TIP**

This information is relevant if your environment uses different databases for workflow design and verification on the one hand and production on the other.

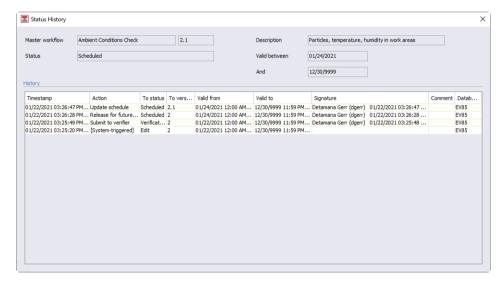


Figure 31: Status History window

# Status Handling of Change Requests

Change requests are subject to status management and are maintained within Workflow Designer throughout their entire life cycle. Status changes to change requests are either triggered explicitly by user interaction through the **Change status** function (page 106) or automatically by the system when a change request is executed (page 196) and thus moves to another status.

# **Change Request Statuses**

During their life cycle, change requests can assume the following statuses:

- **Draft**: The change request has been created and saved. It can be edited.
- In review: The change request is ready for review. It is not editable anymore. If updates are required, its status needs to be changed back to **Draft**.
- **Approved for auto-run**: The change request is valid and scheduled for automatic execution.
- **Approved**: The change request is valid and available for execution.
- In process: The change request is currently being executed. The system automatically assigns this status to a change request as soon as a user has started its execution.
- **Finished**: The change request has been executed and has performed all changes. The system automatically assigns this status to a change request as soon as it has processed all changes listed in the change request's action list.
- **Auto-run failed**: The automatic execution of the change request has failed.
- **Archived**: The change request had either been processed to **Finished** or had become **Obsolete** and has now reached the end of its life cycle.
- Obsolete: The change request has never been processed to Finished but is no longer required.
- **Aborted**: The change request was canceled while it was being executed.

## TIP

If an unexpected system shutdown occurs while a change request is **In process**, you cannot resume the change request after the system has been restarted. You can only manually move it either to **Obsolete** or to **Finished**, depending on what you consider more suitable in view of its progress. Additionally, you need to release the locks the change request may still have on the objects it was processing.

Depending on the system's configuration, a status change can require a user to enter a single or double electronic signature as proof of authorization.

# Changing the Status of Change Requests

To change the status of a change request, proceed as follows:

- 1. From the **File** menu, select **Change status of <change request identifier>** or click the **Change status** button (see "Toolbar Buttons" in Vol. 1) in the Status toolbar.
  - The system displays the **Change status** dialog for the change request that is currently active in the Graph Window. It displays the identifier, status, and description of the change request.
- From the option list, select the Action you wish to perform on the change request.
   The status (page 105) to which the action will move the change request is indicated in parentheses.
- 3. Click the **OK** button.

The system displays the **Electronic Signature** dialog. The **Description** box displays the status change you are about to perform.

- 4. Execute the electronic signature (page 18).
  - If the status change can be completed successfully, the **Change Status** dialog closes automatically.
    - To view all status changes performed on the change request version, open its **Status History** window (page 107).
  - If the status change cannot be performed, the system indicates the issues in the **Errors** box.

### TIP

If you wish to retain the information listed in the **Errors** box, click the **Copy to clipboard** button to copy the list and then paste it into a system-external text editor.

Click the **Cancel** button to close the **Change Status** dialog and resolve the issues.

Then re-open the **Change Status** dialog and perform the change.

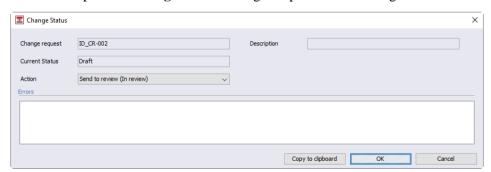


Figure 32: Change Status dialog of change request

106



Figure 33: Change Status dialog with Errors

# **Status History of Change Requests**

Once a change request has been saved for the first time, all of its status changes are registered and accessible for viewing at all times.

From the **File** menu, select the **View status history of <change request identifier>** function or click the **View status history** button (see "Toolbar Buttons" in Vol. 1) in the Status toolbar to open the **Status History** dialog of the change request that is currently active in the Graph Window. It displays the identifier, description, and status of the change request. The **History** of its status changes is listed in a sortable table (page 15) with the following data:

- **Timestamp** when the status change was performed.
- **Action** the user selected for the status change.

# TIP

If the underlying status and action model (Flexible State Model) of the change request is changed by a system administrator of PharmaSuite so that a status or action is no longer available, the system has to display the internal identifier of a missing action. To indicate this fact, the internal identifier is enclosed in asterisks, e.g. \*verification\*.

- **To status** indicates the status, to which the change request was moved.
- **Signature** of the user who performed the status change, with full user name, login name, and timestamp.
- **Comment** the user could type on the signature dialog (page 18).

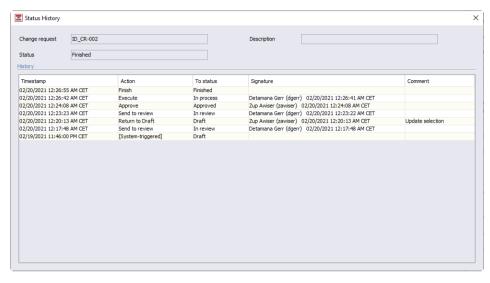


Figure 34: Status History dialog of change request

# Universe

The **Universe** gives you direct access to relevant data objects stored in the database. From the Universe you can select the objects you wish to add to the Setlist (page 43) and subsequently use in your workflows or building blocks.

## **TIP**

Please note that the Universe displays archived building blocks only for the purpose of using them as old building blocks when defining a change request (page 190) for mass changes. You cannot use archived building blocks for building workflows or building blocks.

Use the Search (page 13) and Filter (page 14) tools to restrict the number of items shown in the **Results** list.

# TIP

Please note that operation groups are listed with the **Unit procedure** object type, while phase groups are listed with the **Operation** object type. For unit procedure and operation objects, you can explicitly filter for group usage.

The **Results** list displays all search and filter results and is updated along with each change to the search or filter criteria.

## TIP

Please note that your access rights determine which objects are available for selection. Confidential objects that you are not allowed to access are not shown in the list.

By default, the list is sorted alphabetically with respect to the **Identifier** column of the object, but you can adjust both the sort and column order (page 15).

■ In the **Setlist** column, select the checkbox of each object you wish to include in the Setlist (page 43) for later use in your workflow or building block. The system immediately updates the Setlist with your changes.

#### Parameter Panel

The **Parameter Panel** gives you access to all parameters of the selected element including the parameters of its child elements. The following types of parameters are available:

- Material parameters (page 109)
- Equipment requirements (page 115)
- Work center assignments (page 121)
- Privilege parameters (page 122)
- Capabilities (page 124)
- Process parameters (page 137)
- Transitions (page 147)

#### **Material Parameters**

Material parameters define which materials are required for the execution of a phase, as material inputs and outputs.

# TIP

Please note that the number of local input and local output materials you can assign to a building block depends on the basic configuration of the building block.

When you open the Parameter Panel, it lists all parameters available at this level of your workflow or building block. Use the Search (page 13) and Filter (page 14) tools to restrict the number of items shown in the **Results** list.

By default, the parameters are sorted according to the hierarchy of their paths, but you can adjust both the sort and column order (page 15).

Table cells that contain editable values are displayed in black font, while read-only cells are shown in gray.

To set a parameter's values to read-only, select the checkbox in the **Lock** column. The box itself remains editable, so to revoke the setting, uncheck the box.

The **Results** list only displays the basic attributes of each parameter. The full list of attributes is shown in the **Attributes** panel to the right of the **Search** and **Filter** tools and the **Results** list. Editable basic attributes can be changed directly in the **Results** list as well as in the **Basic Data** section of the **Attributes** panel. Further attributes, such as weighing-specific attributes, are listed in additional sections.

The panels are divided by a slidable separator and can thus be freely resized, if necessary.

Please note the additional information on the following attributes:

# Planned quantity mode

The planned quantity mode determines how the systems handles the planned quantity value during execution. Depending on the selected planned quantity mode of a material parameter, the system requires additional attributes to be set. Moreover, you cannot set all planned quantity modes for all material parameters.

#### As defined

requires a planned quantity and tolerances to be defined.

During execution, the system uses the value you define as planned quantity. It may, however, apply a prorate factor, for example to material inputs to maintain the intended ratio of materials.

# As produced

is not relevant to workflows.

It requires tolerances to be defined.

During execution, the system draws the planned quantity from an output value of a preceding unit procedure, which means you can leave the planned quantity blank. If you have a planned quantity defined in the recipe, however, it is ignored.

Thus, **As produced** is only available for material transfers into a phase, but not for material inputs or outputs, since the referenced output value must be provided by a preceding phase.

#### None

is not relevant to workflows.

The system does not expect a planned quantity value during execution, so you can leave the planned quantity blank. Even if you enter a value for the planned quantity or a value is downloaded from an external source, such as an ERP system, PharmaSuite ignores the value.

Only materials whose weighing material type is **Auxiliary substance** or not set (---), can have **None** as planned quantity mode.

# Planned quantity

Whether or not you need to define a planned quantity, primarily depends on the **Planned quantity mode** of the material parameter. **As defined** parameters require a quantity to be set, whereas the attribute can remain blank for **As produced** or **None** parameters, since the system ignores it during execution.

#### Position

You have to define a position number for each MFC-relevant input parameter that is also an MFC input item. Position numbers must be unique throughout an entire master workflow or building block. If you do not define the positions, the system indicates in the Messages window (page 67) which input parameters lack their position numbers.

#### TIP

Please note that you also have to assign a position to a material parameter if you wish to refer to it in an expression that uses the MFC Position Context functions (see "Functions" in Vol.1).

The position numbers are presented in any list of material inputs, for example during material identification on the shop floor, and are also used as default sorting criterion.

#### TIP

Weighing-specific attributes such as weighing method definitions or weighing material types only need to be maintained for material parameters used in Dispense unit procedures or weighing phases and are thus not relevant to master workflows. Tolerance attributes, however, are also used in the context of material tracking for output and planned quantities.

Weighing method and tolerance values are drawn from the materials' master data, while weighing material types and a material's planned potency are preset with default values. You can change all preset values, even if they were initially drawn from the master data.

# **■** Weighing sequence

If the sequence in which input materials are to be processed during weighing does not coincide with the sort order provided by the positions of the materials, you can use the **Weighing sequence** attribute to explicitly define the order in which the materials are listed for processing during execution. The following characteristics apply:

- If you define a sequence number for one input material of a phase, the system expects all input materials of the phase to have a sequence number. The system lists input materials with missing sequence numbers in the Messages window.
- You can define the same sequence number for several input materials. In this case, the operator on the shop floor can process the input materials with the same sequence number in any order but has to process all of them before moving on to process an input material with the next higher number.
- Regardless of the defined weighing sequence, the processing sequence with respect to active, compensator, and filler substances that results from the Weighing material type of an input material takes precedence.

# **■** Default weighing method

Defines a default weighing method for the dispensing process, which is consequently pre-selected during execution. Depending on the allowed weighing methods, it can be overridden later on the shop-floor level during execution.

# Allowed weighing methods

Defines which weighing methods are allowed for the material.

During execution, only the weighing methods that have been selected as allowed can be used for processing.

If the allowed weighing methods have been defined with the material data in PharmaSuite for Production Management, they are populated automatically as parameter attributes to the relevant material parameter.

# TIP

Allowing only one weighing method may lead to deadlock situations on the shop floor, when either Pallet weighing or Only identification have been set as only allowed weighing methods but require a follow-up Net or Gross weighing to complete a weighing item in tolerance.

Please note that the **Gross** weighing method covers both **Gross** and **Gross** removal weighing.

#### Tolerances

It is necessary to define at least one set of tolerances (absolute or relative), in order to support the dispensing or material tracking process.

If both sets (absolute and relative) are maintained, the system will always use the minimum value of both. Nominal tolerances are calculated during order execution along with the calculation of the nominal quantities.

# **■** Target sublot status

The optional **Target sublot status** attribute allows to override the default sublot status that can be defined with the master data of a material. It is relevant during Output Weighing processes when sublots are prepared and created.

#### TIP

If neither the material data nor the material parameter defines a value for the sublot status, the sublots created during processing will not have a status.

The following statuses are available:

- --- (none)
- Blocked
- Quality Inspection
- Unrestricted

#### TIP

Please note that a sublot's status does not affect the status of its batch.

# **■** Weighing material type

The following calculation rules apply to the dispensing and weighing of materials of the four weighing material types:

#### TIP

Please note that the calculations are only performed within a unit procedure, but not across unit procedures.

- For active substances, the nominal quantity is calculated based on the actual potency of the identified batch.
- For compensation substances, the nominal quantity is calculated based on the actual quantity of the active substance.
- For filler substances, the nominal quantity is calculated based on the actual quantities of all BOM items that have been dispensed prior to the filler substance.
- For auxiliary substances, the planned quantity is taken over as nominal quantity and does not require recalculation.

# Planned potency

The planned potency is used as reference potency for the planned quantity. It is one of the input parameters for the calculation of the nominal quantity during the order execution. Potency-related calculations are only performed for materials of the **Active substance** weighing material type.

#### Fixed quantity

If you have a material input whose required quantity for processing does not scale with the quantity of material to be produced, select the **Fixed quantity** option. The planned quantity will then not be re-calculated during order explosion.

# Target weight

During Output Weighing each produced sublot is checked against the defined target weight. For materials processed during Dispense and Inline Weighing processes, the attribute is not relevant.

# **■** Target weight tolerances

Define the tolerances for the pre-defined target weight. It is necessary to define at least one set of tolerances (absolute or relative), in order to support the check during execution. If both sets (absolute and relative) are maintained, the system will always use the minimum value of both.

#### TIP

Please note that packaging level attributes refer to produced materials and are thus not relevant to workflows.

Packaging levels

Define the packaging structure of the material with up to six levels. Level 0 indicates the basic dosage form of the material while levels 1 through 5 represent the layers of packaging required for the material. Each level is identified by its meaning, such as **Tablet** or **Vial** for level 0 and **Blister**, **Tray**, **Bundle**, or **Shipping carton** for levels 1 through 5. For each of the packaging levels 1 through 5, it is possible to define the number of units (of the next lower level) it contains. You can also set an **Inventory level** for each level to define if the level represents a **Sublot**, a **Logistic unit**, or both **Sublot and logistic unit** when handled in a warehouse context. The defined data is available for quantity calculations and checks during execution. However, if the explicit level definitions are not of interest to an operator processing the material, selecting the **Hide during execution** option prevents the level settings from displaying in the respective phase.

#### TIP

Please note that the **Meaning** and **Contained number** attributes defined with the material parameter must be identical to the respective settings made in the material's master data.

The system provides the Packaging Level Data editor for defining the data.

- To edit the values of the parameter attributes, proceed as follows:
  - 1. Click the table cell you wish to edit. The system displays a text cursor or a button to access a suitable editor (see "Editors" in Vol. 1) for the required value type.
  - 2. Enter the value of the parameter attribute.
  - 3. Press the ENTER key or click in another cell to conclude the edit action.

### TIPS

Please be aware that changing MFC-relevant attributes, such as **Planned quantity**, **Position**, or the **MFC-relevant** option itself are reflected in the MFC tab of the Graph Window. Issues that may arise from changes of this kind are listed in the Messages window (page 67).

Please note that **MFC-relevant** MFC output items are not allowed in workflows.

- To lock one or more parameters, proceed as follows:
  - 1. Select or multi-select the parameters you wish to lock.
  - 2. Click the **Lock** button (see "Dialog Buttons" in Vol. 1).
- To unlock one or more parameters, proceed as follows:

TIP

Please note that you cannot unlock Frozen parameters.

- 1. Select or multi-select the parameters you wish to unlock.
- 2. Click the **Unlock** button (see "Dialog Buttons" in Vol. 1).
- To remove one or more parameters, proceed as follows:

TIP

Please note that you can only remove parameters that are not locked.

- Select or multi-select the parameters you wish to remove from the list of parameters displayed in the **Results** list.
- 2. Click the **Remove parameter** button (see "Dialog Buttons" in Vol. 1).

# **Equipment Requirements**

Equipment requirement parameters define the equipment requirements of a phase to specify exactly what kind of equipment is expected for use when a phase is processed in PharmaSuite for Production Execution. Equipment requirements can be equipment classes with or without additional properties or complex rules.

By adding properties to an equipment requirement you can either

- refine the rule of a dependent property whose property type already exists in the class or
- include an additional property that is independent of the requirement's class.

To define complex and more flexible equipment requirement rules that exceed the rule provided by a property type with pre-defined values, you can add flexible or conditional rules and specify their content in the Expression editor (see "Expression Editor" in Vol.1). With a flexible rule, you can define additional requirements that are not already covered by assigning a property type to the equipment requirement.

A conditional rule consists of two sections, which are introduced by commands (see "Expression Panel" in Vol.1). The first section defines a condition under which the rule will apply, and the second section represents the rule itself. The result of a conditional rule must be Boolean with the values **true** and **false**.

# **TIPS**

Please note that conditional rules can be used with grouped equipment entities while flexible rules are only available for use with single equipment entities.

Please note that the number of equipment classes you can assign to a building block depends on the basic configuration of the building block.

When you open the Parameter Panel, it lists all parameters available at this level of your workflow or building block. Use the Search (page 13) and Filter (page 14) tools to restrict the number of items shown in the **Results** list.

In the list, each equipment parameter represents an equipment requirement and displays the data of the class that you have assigned to a phase to form the requirement. Further property types assigned to the requirement are shown in a sub-table under the requirement.

By default, the parameters are sorted according to the hierarchy of their paths, but you can adjust both the sort and column order (page 15).

Table cells that contain editable values are displayed in black font, while read-only cells are shown in gray.

To set a parameter's values to read-only, select the checkbox in the **Lock** column. The box itself remains editable, so to revoke the setting, uncheck the box.

#### **TIPS**

Please note that the parameters must be locked to be replaced when you trigger the **Smart replace** action (see "Toolbar Buttons" in Vol. 1) from the Setlist toolbar.

To expand or collapse all parameter sub-tables, use the keyboard shortcuts CTRL+PLUS (to expand) and CTRL+MINUS (to collapse).

To scroll through the parameters with opening the sub-tables of the respective selected parameter, CTRL+scroll your mouse wheel.

- To edit the values of the parameter attributes, proceed as follows:
  - 1. Click the table cell you wish to edit. The system displays a text cursor or a button to access a suitable editor (see "Editors" in Vol. 1) for the required value type.
  - 2. Enter the value of the parameter attribute.
  - 3. Press the ENTER key or click in another cell to conclude the edit action.
- To lock one or more parameters, proceed as follows:
  - 1. Select or multi-select the parameters you wish to lock.
  - 2. Click the **Lock** button (see "Dialog Buttons" in Vol. 1).

To unlock one or more parameters, proceed as follows:

TIP

Please note that you cannot unlock Frozen parameters.

- 1. Select or multi-select the parameters you wish to unlock.
- 2. Click the **Unlock** button (see "Dialog Buttons" in Vol. 1).

# TIP

During execution, an equipment entity is matched against the requirements defined with the workflow for which an operator plans to use it. Only if this validation check concludes that the properties of the equipment entity meet the requirements can the entity be used as planned.

#### Validation rules:

The rules that determine if an equipment entity matches its requirements take place on three levels of complexity:

- The basic level only has one rule, which checks if all properties defined for the requirement are also defined as properties of the equipment entity.
- The second level has a set of rules that apply if requirement and entity both state a value for a property, if one of them states a range while the other supplies a value, or if one or both of them state neither a value nor a range for a property.

| Condition  | Result   |
|--|--|
| Requirement: value and range are not defined   | The entity is a <b>valid</b> match for the requirement.  |
| Requirement: value or range is defined Entity: value and range are not defined                   | The entity is <b>no valid</b> match for the requirement. |
| Requirement: value is defined (ReqValue) Entity: value is defined (EntValue) ReqValue = EntValue | The entity is a <b>valid</b> match for the requirement.  |
| Requirement: range is defined (ReqLowLimit and/or ReqHighLimit) Entity:                          | The entity is a <b>valid</b> match for the requirement.  |
| value is defined (EntValue) ReqLowLimit <= EntValue <= ReqHighLimit                              |  |

| Condition   | Result   |
|---|--|
| Requirement:<br>value is defined (ReqValue)                                       | The entity is a <b>valid</b> match for the requirement.                            |
| Entity: range is defined (EntLowLimit and/or EntHighLimit)                        |  |
| EntLowLimit <= ReqValue <= EntHighLimit   |  |
| Requirement: value is not defined   | Covered by third level of rules, see below.  |
| Entity:<br>value is not defined   |  |
| Either requirement or entity:<br>one value (Low or High) of range is defined      |  |
| Either requirement or entity: value is defined range is defined (Low and/or High) | This condition represents an invalid configuration and is prevented by the system. |

- The set of rules on the third level applies to cases when both requirement and entity have a range defined for a property.
   When matching the range of an entity (EntLowLimit, EntHighLimit) against the
  - range of a requirement (ReqLowLimit, ReqHighLimit) the system has to consider the following possible cases:
  - Entity range is **lower** than requirement range: EntHighLimit < ReqLowLimit
  - Entity range **overlaps** requirement range at the **low limit**: EntLowLimit < ReqLowLimit <= EntHighLimit <= ReqHighLimit
  - Entity range is contained in requirement range:
    ReqLowLimit <= EntLowLimit <= EntHighLimit <= ReqHighLimit</p>
  - Entity range contains requirement range:
    EntLowLimit <= ReqLowLimit <= ReqHighLimit <= EntHighLimit</p>
  - Entity range **overlaps** requirement range at the **high limit**:

    ReqLowLimit <= EquLowLimit <= ReqHighLimit < EquHighLimit
  - Entity range is **higher** than requirement range: ReqHighLimit < EntLowLimit

The following table lists how the system evaluates the settings made for entity and requirement ranges and indicates the match results.

If a range only has one limit, the system treats it as open range.

| Limit settings specified |         | Range check type of requirement |         |   |   |
|--------------------------|---------|---------------------------------|---------|---|---|
| ReqLow                   | ReqHigh | EntLow                          | EntHigh | Is contained in entity range                            | Contains entity range                                   |
|                          |         |                                 |         | Valid match   | Valid match   |
|                          |         |                                 | Yes     | Valid match   | Valid match   |
|                          |         | Yes                             |         | Valid match   | Valid match   |
|                          |         | Yes                             | Yes     | Valid match   | Valid match   |
|                          | Yes     |                                 |         | No valid match  | No valid match  |
|                          | Yes     |                                 | Yes     | Valid match, if<br>EntHigh <= ReqHigh                   | Valid match, if<br>ReqHigh <= EntHigh                   |
|                          | Yes     | Yes                             |         | No valid match  | No valid match  |
|                          | Yes     | Yes                             | Yes     | Valid match, if<br>EntHigh <= ReqHigh                   | No valid match  |
| Yes                      |         |                                 |         | No valid match  | No valid match  |
| Yes                      |         |                                 | Yes     | No valid match  | No valid match  |
| Yes                      |         | Yes                             |         | Valid match, if<br>ReqLow <= EntLow                     | Valid match, if<br>EntLow <= ReqLow                     |
| Yes                      |         | Yes                             | Yes     | Valid match, if<br>ReqLow <= EntLow                     | No valid match  |
| Yes                      | Yes     |                                 |         | No valid match  | No valid match  |
| Yes                      | Yes     |                                 | Yes     | No valid match  | Valid match, if<br>Equ.max <= Req.max                   |
| Yes                      | Yes     | Yes                             |         | No valid match  | Valid match, if<br>Req.min <= Equ.min                   |
| Yes                      | Yes     | Yes                             | Yes     | Valid match, if ReqLow <= EntLow AND EntHigh <= ReqHigh | Valid match, if EntLow <= ReqLow AND ReqHigh <= EntHigh |

To add properties to equipment requirements in order to refine existing or add further properties, proceed as follows:

 Click the Add ... button (see "Dialog Buttons" in Vol. 1) of the requirement you wish to specify further with additional properties.
 The system opens an option list that holds the property types contained in the Setlist.

#### TIP

The system indicates dependent properties, which are already included in the class of the equipment requirement, with the **Dependent property** marker (see "Marker Icons" in Vol. 1).

- Select the property you wish to add to the requirement.
  The system displays the additional property in a sub-table under the requirement.
- To add flexible or conditional rules to equipment requirements in order to refine existing or add further properties, proceed as follows:
  - Click the Add ... button (see "Dialog Buttons" in Vol. 1) of the requirement you wish to specify further with a complex rule.
     The system opens an option list that holds the Flexible rule and Conditional Rule as first and second options.
  - Select the rule option you wish to add to open the Expression editor (see "Expression Editor" in Vol.1) for equipment requirement rules.
     Define the rule and save it.
     The system displays the new rule in a sub-table under the requirement.

### TIP

In the Parameter Panel, the identifier and description of a rule is not editable. To change it, you have to open the Expression editor and make your changes there in the respective input boxes.

To remove one or more parameters, proceed as follows:

# TIP

Please note that you can only remove parameters that are not locked.

- 1. Select or multi-select the parameters you wish to remove from the list of parameters displayed in the **Results** list.
- 2. Click the **Remove parameter** button (see "Dialog Buttons" in Vol. 1).

# **Work Center Assignments**

Work center assignments define where a workflow's phases are processed during execution:

- per unit procedure, at which work center and
- per operation, at which station of a work center.

You can assign one or more work centers to a unit procedure to specify that its operations have to be processed at one of the defined work centers.

Once you have specified the work center (or work centers) at which the unit procedure is available for processing, you can also define at which station (or stations) of the specified work center (or work centers) the unit procedure's operations may be processed.

Unless you make an explicit work center assignment for a unit procedure, its operations can be started and executed at any work center. Similarly, an operation of a unit procedure with work center assignment can be processed at any station of the specified work center, unless you have explicitly assigned it to one or more stations.

When you open the Parameter Panel, it lists all parameters available at this level of your workflow or building block. Use the Search (page 13) and Filter (page 14) tools to restrict the number of items shown in the **Results** list.

By default, the parameters are sorted according to the hierarchy of their paths, but you can adjust both the sort and column order (page 15).

Table cells that contain editable values are displayed in black font, while read-only cells are shown in gray.

To set a parameter's values to read-only, select the checkbox in the **Lock** column. The box itself remains editable, so to revoke the setting, uncheck the box.

- To edit the values of the parameter attributes, proceed as follows:
  - 1. Click the table cell you wish to edit. The system displays a text cursor or a button to access a suitable editor (see "Editors" in Vol. 1) for the required value type.
  - 2. Enter the value of the parameter attribute.
  - 3. Press the ENTER key or click in another cell to conclude the edit action.
- To lock one or more parameters, proceed as follows:
  - 1. Select or multi-select the parameters you wish to lock.
  - 2. Click the **Lock** button (see "Dialog Buttons" in Vol. 1).

■ To unlock one or more parameters, proceed as follows:

### TIP

Please note that you cannot unlock **Frozen** parameters.

- 1. Select or multi-select the parameters you wish to unlock.
- 2. Click the **Unlock** button (see "Dialog Buttons" in Vol. 1).
- To remove one or more parameters, proceed as follows:

#### TIP

Please note that you can only remove parameters that are not locked.

- 1. Select or multi-select the parameters you wish to remove from the list of parameters displayed in the **Results** list.
- 2. Click the **Remove parameter** button (see "Dialog Buttons" in Vol. 1).

# **Privilege Parameters**

Privilege parameters are used to control signature rights in the production environment. You can configure signature privileges by selecting their **Usage** for

- signatures that are requested at phase completion,
- sequential signatures that request a final phase completion signature after a series of phases with individual phase completion signatures have been completed,
- signatures for phase-specific exceptions, along with the risk level of the exception (high risk with mandatory comment, high risk, medium risk with mandatory comment, medium risk, low risk with mandatory comment, low risk, no risk),
- signatures for specific phase actions, which may be provided by some phases.

#### TIP

Please note that only signatures of the **Phase completion** type are visible in the Phase Preview.

During phase execution on the shop floor, however, some phases can suppress a phase completion signature even though it is configured in the relevant privilege parameter. This may be the case if a phase's behavior within a process automatically ensures the GMP-compliance of its usage so that halting the process for an operator to perform a signature is not necessary.

The **Tare** phase of a Dispense operation provides an example for this behavior. It suppresses the phase completion signature during **Net** weighing, when the tare value is read automatically from the scale and cannot be influenced by operator actions. In **Gross** and **Pallet** weighing, however, when an operator manually enters tare values, the phase completion signature is displayed.

For more information on defining and configuring signatures, please refer to "Define Signatures" in the "Implementation Guide PS Administration" and to "Managing Electronic Signatures and Access Rights" in Volume 2 of the "Technical Manual Configuration and Extension".

When you open the Parameter Panel, it lists all parameters available at this level of your workflow or building block. Use the Search (page 13) and Filter (page 14) tools to restrict the number of items shown in the **Results** list.

By default, the parameters are sorted according to the hierarchy of their paths, but you can adjust both the sort and column order (page 15).

Table cells that contain editable values are displayed in black font, while read-only cells are shown in gray.

To set a parameter's values to read-only, select the checkbox in the **Lock** column. The box itself remains editable, so to revoke the setting, uncheck the box.

- To edit the values of the parameter attributes, proceed as follows:
  - 1. Click the table cell you wish to edit. The system displays a text cursor or a button to access a suitable editor (see "Editors" in Vol. 1) for the required value type.
  - 2. Enter the value of the parameter attribute.
  - 3. Press the ENTER key or click in another cell to conclude the edit action.

# TIP

Once you have assigned a signature privilege to your phase, operation, or unit procedure, you can decide if you wish to define the label for the login name and password boxes specifically for this occurrence of the signature or if you wish to use the default label defined with the signature privilege.

**Reason (1st)** defines the label for a single signature or the first signature in a double signature and overrides the value of **Default reason (1st)**, which is drawn from the signature privilege.

**Reason (2nd)** defines the label for the second signature in a double signature and overrides the value of **Default reason (2nd)**, which is drawn from the signature privilege.

- To lock one or more parameters, proceed as follows:
  - 1. Select or multi-select the parameters you wish to lock.
  - 2. Click the **Lock** button (see "Dialog Buttons" in Vol. 1).
- To unlock one or more parameters, proceed as follows:

# TIP

Please note that you cannot unlock Frozen parameters.

- 1. Select or multi-select the parameters you wish to unlock.
- 2. Click the **Unlock** button (see "Dialog Buttons" in Vol. 1).

■ To remove one or more parameters, proceed as follows:

#### TIP

Please note that you can only remove parameters that are not locked.

- 1. Select or multi-select the parameters you wish to remove from the list of parameters displayed in the **Results** list.
- 2. Click the **Remove parameter** button (see "Dialog Buttons" in Vol. 1).

# **Capabilities**

Capability parameters define if certain behaviors or capabilities are available during workflow execution.

#### PAUSE-ENABLED

The **Pause-enabled** capability is only available for unit procedures. It defines that during execution in PharmaSuite for Production Execution, processing can be paused for all phases that are pause-aware, which means they are capable of interpreting the pause signal they receive when their unit procedure is set to **Paused**.

The **Pause-enabled** capability is especially suited for use with operations that have the **Server-run** capability (page 124), such as operations that contain trigger phases for triggering runs of **Event-triggered** operations, since it holds their triggering activities. Thus, it is possible to prevent operation runs from stacking during execution interruptions like shift changes or urgent equipment repairs.

# TIPS

Please note that escalation scenarios of operation runs defined with the **Escalation-enabled** capability are not affected when an operator pauses a unit procedure.

You can verify if a phase is able to interpret a pause signal from its unit procedure by opening its **Source** property window (page 62) and checking in the **System Source** section that the **Pause-aware** property is selected.

| Action               | Comment                                     |
|----------------------|---|
| Pause unit procedure | Controls if a unit procedure can be paused. |

| • |
|---|
| • |
| • |
| • |

| Attribute         | Туре        | Comment   |
|-------------------|-------------|---|
| Exception enabled | Flag        | Controls if the system tracks pausing a unit procedure as exception.  |
| Risk assessment   | Choice list | Defines the risk level of the exception and thus controls the related signature privilege.  Available settings: None, Low, Low (mandatory comment), Medium, Medium (mandatory comment), High, High (mandatory comment).  Default setting: High. |
| Exception text    | Text        | Defines the exception description used during exception handling and within the batch record.  Maximum length is 2000 characters.   |

#### TIP

When you define an exception for the **Pause-enabled** capability you also need to define a signature privilege (page 122) for the unit procedure whose **Usage** attribute matches the **Risk assessment** of the exception.

# A DETACHABLE

The **Detachable** capability is available for both unit procedures and operations, but with the following restriction:

Unit procedures may not contain operations that hold the Event-triggered capability.

It controls if an operator can detach a unit procedure from the work center or an operation from the station at which it is being processed so that its execution can be continued at another work center or station. You can define if detaching is treated as exception. When a unit procedure is detached from its work center and the action is configured as exception, the system adds a detach exception to the unit procedure.

However, when an operation is detached from its station and the action is configured as exception, the system adds a detach exception to each active phase of the operation when the operator detaches the operation.

| Action | Comment   |
|--------|---|
| Detach | For unit procedures: Controls if the unit procedure can be detached from its work center after it has been started. |
|        | For operations: Controls if the operation can be detached from its station after it has been started.               |

| Attribute         | Туре        | Comment   |
|-------------------|-------------|---|
| Exception enabled | Flag        | For unit procedures: Controls if the system tracks detaching the unit procedure as exception at the unit procedure.   |
|                   |             | For operations: Controls if the system tracks detaching the operation as exception at the affected phases.  |
| Risk assessment   | Choice list | Defines the risk level of the exception and thus controls the related signature privilege.  Available settings: None, Low, Low (mandatory comment), Medium, Medium (mandatory comment), High, High (mandatory comment).  Default setting: High. |
| Exception text    | Text        | Defines the exception description used during exception handling and within the batch record.  Maximum length is 2000 characters.   |

# TIP

When you define an exception for the **Detachable** capability you also need to define a signature privilege (page 122) for the unit procedure or operation, respectively, whose **Usage** attribute matches the **Risk assessment** of the detach exception.

# ABORT-AND-REACTIVATE-ENABLED

The **Abort-and-reactivate-enabled** capability is available for unit procedures. It controls if an operator can abort a unit procedure during processing and in the same action reactivate it so that it is available for being started again from the pool of unit procedures selectable for processing. This means that the reactivated unit procedure starts from scratch, with the first phase of its first operation.

The **Abort-and-reactivate-enabled** capability is especially suited for repair and rework situations, for example when an operator at a repair work center decides that a processing step needs to be redone completely.

When a unit procedure is aborted and reactivated and the action is configured as exception, the system adds a corresponding exception to the unit procedure.

| Action               | Comment  |
|----------------------|--|
| Abort and reactivate | Controls if the unit procedure can be aborted and reactivated so that it is available for reprocessing from scratch. |

| Attribute         | Туре        | Comment   |
|-------------------|-------------|---|
| Exception enabled | Flag        | Controls if the system tracks aborting and reactivating the unit procedure as exception at the unit procedure.  |
| Risk assessment   | Choice list | Defines the risk level of the exception and thus controls the related signature privilege.  Available settings: None, Low, Low (mandatory comment), Medium, Medium (mandatory comment), High, High (mandatory comment).  Default setting: High. |
| Exception text    | Text        | Defines the exception description used during exception handling and within the batch record.  Maximum length is 2000 characters.   |

# TIP

When you define an exception for the **Abort-and-reactivate-enabled** capability you also need to define a signature privilege (page 122) for the unit procedure whose **Usage** attribute matches the **Risk assessment** of the exception.

# TIP

Please note that the **Abort-and-Reactivate-enabled** capability is not permitted for workflows and will fail the validity check of the master workflow.

#### **EVENT-TRIGGERED**

The **Event-triggered** capability is only available for operations that do not hold the **Auto-startable** capability. During processing, an event-triggered operation only exists as non-executable template until an external trigger or an operator action creates an executable run of the template.

Once a run has been created, an operator can start it like any other operation to process its phases. When the operator confirms the last phase of the run, the template remains available for creating further runs. It is also possible to create additional runs of the template while there are already startable runs or runs that are being processed. As long as a template is displayed during processing and thus available for creating new runs, an operator cannot start succeeding operations for processing. For this reason, the system provides a function to remove the template, so that the operator can continue with processing.

The **Event-triggered** capability is especially suited for operations that need to be performed repeatedly at definable intervals, such as in-process controls (IPC).

| Action          | Comment   |
|-----------------|---|
| New run         | Manually creates a new run from a template.                         |
| Cancel run      | Only available for unstarted runs. Cancels the run.                 |
| Cancel all runs | Cancels all unstarted runs, while ignoring all started runs.        |
| Remove template | Removes the template from processing, thus finishing the operation. |

| • |  |
|---|--|
| • |  |
| • |  |
| • |  |

| Attribute         | Туре        | Comment   |
|-------------------|-------------|---|
| Exception enabled | Flag        | Available for all actions. Controls if the system tracks the respective action as exception.  |
| Risk assessment   | Choice list | Available for all actions.  Defines the risk level of the exception and thus controls the related signature privilege.  Available settings: None, Low, Low (mandatory comment), Medium, Medium (mandatory comment), High, High (mandatory comment).  Default setting: High. |
| Exception text    | Text        | Available for all actions.  Defines the exception description used during exception handling and within the batch record.  Maximum length is 2000 characters.   |

# TIP

When you define an exception for the **Event-triggered** capability you also need to define a signature privilege (page 122) for the operation whose **Usage** attribute matches the **Risk assessment** of the exception.

#### TRIGGER-ENABLED

The **Trigger-enabled** capability is only available for operations that also hold the **Event-triggered** capability. It defines which phase or phases provide the external triggers that create an executable run of the operation. An operation can reference several trigger phases so that it can be activated by different events. This allows you to design in-process controls that are not only triggered at specific intervals but also when a defined count of produced goods has been reached. Trigger phases are typically located in operations that hold the **Server-run** capability (page 124).

When you reference a phase as trigger phase of your operation, you need to be aware of the following restrictions:

- The phase must be located within the same unit procedure as the operation it triggers.
- During processing, the phase must be active at the same time as the operation it triggers. This means that it has to be located
  - either in an operation that is on a simultaneous branch to the operation it triggers
  - or within the triggered operation itself where it would trigger runs of the operation once an operator on the shop floor has started the first run of the operation.

The trigger phase is typically but not necessarily a server-run phase.

### TIP

You can verify if a phase is a trigger phase and thus available for referencing by opening its **Source** property window and checking in the **System Source** section that the **Trigger** property is selected.

Please note that both the **Time-based Trigger** and the **Counter-based Trigger** phases can only be used in operations that run on a server.

| • |  |
|---|--|
| • |  |
| • |  |
| • |  |

| Attribute     | Туре   | Comment   |
|---------------|--------|---|
| Trigger       | Text   | Defines the identifier of the trigger. It is preset with a system-generated suggestion. You can edit the identifier or type a completely different one. The maximum number of characters for a trigger is 40 and it must be unique within the operation.                      |
| Description   | Text   | Indicates the purpose of the trigger. It has only informational value.  |
| Trigger phase | String | Reference to the trigger phase. Depending on the location of the trigger phase, the reference consists of either an operation identifier and a phase identifier or only a phase identifier. The identifiers are enclosed in curly brackets (braces) and separated by slashes. |

For inserting references, you can either type the texts yourself or make use of the intelligent auto-completion feature that opens automatically when you click in the **Trigger phase** cell, provided there are any phases suitable for referencing in your graph.

# ESCALATION-ENABLED

During processing, the system monitors the time that passes after a run of an event-triggered operation has been created, either automatically due to a trigger or manually by an operator. Once the run has been triggered and is thus available for processing, it can pass through the following escalation scenario:

### TIP

To get notified of each stage of an escalation in the Notification Panel of PharmaSuite for Production Execution, the system allows an operator to enable an alarm and define a notification text for it.

- As first escalation stage, the system indicates to its operator that a run has been created.
- In the next escalation stage, the system displays a reminder to its operator indicating that processing of the run has been due for a certain amount of time, but not started yet.
- If the run still remains unprocessed for some time, it can enter the next stage of the escalation scenario and be declared overdue.

- If an overdue run is not processed within a certain time, it eventually expires and is no longer available for processing.
- If the run is being executed, the system displays a reminder to its operator indicating that the completion of a run has been due for a certain amount of time, but not finished yet.
- If the run is not completed within a certain amount of time, it is declared overdue.

Each stage of the escalation scenario is configurable with respect to when it occurs and if it represents an exception.

| System action       | Comment   |
|---------------------|---|
| Run created         | The system indicates to its operator that a run has been created.   |
| Run due reminder    | The system indicates to its operator that a run has been due for some time and ought to be processed.                   |
| Run overdue         | The system indicates to its operator that a run must be processed immediately.  |
| Run expired         | The system removes the run from the list of runs available for processing.  |
| Finish due reminder | The system indicates to its operator that the completion of a run has been due for some time and ought to be processed. |
| Finish overdue      | The system indicates to its operator that the completion of a run must be processed immediately.                        |

| Attribute                              | Туре     | Comment   |
|--|----------|---|
| Duration before action (since trigger) | Duration | Available for all actions, except for Run created.  Defines the amount of time that passes between the creation of the run and the system action.   |
| Automatic exception enabled            | Flag     | Available for all actions, except for Run created, where default data is visible but cannot be edited. Controls if the system automatically tracks the system action as exception that does not allow operator interaction. |

| • |
|---|
| • |
| • |
| • |

| Attribute         | Туре        | Comment  |
|-------------------|-------------|--|
| Risk assessment   | Choice list | Available for all actions, except for Run created, where default data is visible but cannot be edited.  Defines the risk level of the exception. Since there is no operator interaction for the exception, it is not linked to a signature privilege.  Available settings: None, Low, Low (mandatory comment), Medium, Medium (mandatory comment), High, High (mandatory comment).  Default setting: High. |
| Exception text    | Text        | Available for all actions, except for Run created, where default data is visible but cannot be edited.  Defines the exception description used during exception handling and within the batch record.  Maximum length is 2000 characters.  |
| Alarm enabled     | Flag        | Available for all actions. Enables the display of an alarm on the Notification Panel indicating to a user that a required action must be performed by a defined end time (timestamp) or within a defined period (timer).   |
| Notification text | Text        | Available for all actions.  Defines the notification text shown in the Notification Panel when alarm is enabled.  Maximum length is 1024 characters.   |

#### SERVER-RUN

The **Server-run** capability is only available for operations that do not hold any of the other operation capabilities (**Detachable**, **Event-triggered**, **Trigger-enabled**, **Escalation-enabled**, **Auto-startable**). It defines that during execution of an order with PharmaSuite for Production Execution, all phases of the operation run on the system's OE server (Operation Execution server) and not on the client computer on which the other phases of the order are executed. This means that only phases that do not require any user interaction and thus do not have a graphical user interface can be used in an operation with this capability.

# TIP

Please note that for phases without user interface there is no preview available.

The **Server-run** capability is especially suited for operations containing trigger phases, which generate the trigger events that control the runs of **Event-triggered** operations. By having trigger phases run on a server and not on a client you increase their reliability as they do not depend on any operator interaction and are not affected by situations that would usually interrupt processing, such as a user change.

Since a **Server-run** operation and its phases are invisible to operators, the capability does not have attributes to control its behavior. Assigning the capability specifies that the operation runs on the OE server and enables checks to ensure that

- it is the only capability assigned to the operation,
- all of its phases are intended for being run on a server, and
- there is no phase completion privilege parameter assigned to any of its phases.

# TIP

You can verify if a phase is suitable for being run on a server by opening its **Source** property window (page 62) and checking in the **System Source** section that the **Server-run** property is selected.

# AUTO-STARTABLE

The **Auto-startable** capability is available for operations, but with the following restrictions:

- Operations may not be located on simultaneous branches.
- Operations may not hold the **Event-triggered**, **Escalation-enabled**, or **Server-run** capabilities.

It defines that during execution of an order with PharmaSuite for Production Execution, the operation starts automatically and displays its first phase as soon as an operator has selected its unit procedure for processing.

#### TIP

Please note that the system ignores the **Auto-startable** setting when the unit procedure that holds the **Auto-startable** operation runs at more than one station or work center, since it cannot determine at which station or work center the operation needs to be started.

If PharmaSuite for Production Execution is not up and running at the station or work center where the operation is to be processed, the operation has to be started manually once the system is functional.

When you open the Parameter Panel, it lists all parameters available at this level of your workflow or building block. Use the Search (page 13) and Filter (page 14) tools to restrict the number of items shown in the **Results** list.

By default, the parameters are sorted according to the hierarchy of their paths, but you can adjust both the sort and column order (page 15).

Table cells that contain editable values are displayed in black font, while read-only cells are shown in gray.

To set a parameter's values to read-only, select the checkbox in the **Lock** column. The box itself remains editable, so to revoke the setting, uncheck the box.

#### **TIPS**

To expand or collapse all parameter sub-tables, use the keyboard shortcuts CTRL+PLUS (to expand) and CTRL+MINUS (to collapse).

To scroll through the parameters with opening the sub-tables of the respective selected parameter, CTRL+scroll your mouse wheel.

- To edit the values of the parameter attributes, proceed as follows:
  - 1. Click the table cell you wish to edit. The system displays a text cursor or a button to access a suitable editor (see "Editors" in Vol. 1) for the required value type.
  - 2. Enter the value of the parameter attribute.
  - 3. Press the ENTER key or click in another cell to conclude the edit action.
- To lock one or more parameters, proceed as follows:
  - 1. Select or multi-select the parameters you wish to lock.
  - 2. Click the **Lock** button (see "Dialog Buttons" in Vol. 1).

■ To unlock one or more parameters, proceed as follows:

# TIP

Please note that you cannot unlock **Frozen** parameters.

- 1. Select or multi-select the parameters you wish to unlock.
- 2. Click the **Unlock** button (see "Dialog Buttons" in Vol. 1).
- To remove one or more parameters, proceed as follows:

# TIP

Please note that you can only remove parameters that are not locked.

- 1. Select or multi-select the parameters you wish to remove from the list of parameters displayed in the **Results** list.
- 2. Click the **Remove parameter** button (see "Dialog Buttons" in Vol. 1).

136

#### **Process Parameters**

Process parameters are used to configure workflow or building block elements by specifying their necessary input attributes. Each parameter attribute has its specific data type, such as a string (of characters) for an instruction text. The attribute value you enter, such as "Read the SOP" for an instruction text, is later displayed to an operator during execution.

Some phases do not provide only pre-defined process parameters but also allow you to add process parameter bundles. They represent a set of process parameters that supplies a specific behavior to the phase. Specific behavior, for example, can be checking a value of the MeasuredValue data type gathered from execution against limits and expected values.

Instead of specifying a fixed value to be displayed or used during execution, you can also use an expression created in the Expression editor (see "Expression Editor for Process Parameter Attributes" in Vol. 1) to draw the output of another phase or operation or the calculated result of several outputs as value into a parameter attribute. When you reference outputs in this manner you need to be aware of the following restrictions:

- Only when a component has been processed does it provide an output that can be fed into another component as attribute value. For this reason, you can never reference an output of a component that is a strict successor of the component in which you try to use the output.
- Branches and loops, however, require special notice in this context, since they are only potentially passed through and/or completed during processing, so their outputs are not reliably available. Thus, you can reference any such potentially available outputs, but need to be aware of the fact that the provided value may be **Undefined** so that the component into which you are feeding the output must be able to deal with such an **Undefined** input value.

The basic rule for outputs from operations with internal or external loops is that it is always and only the data from the last completed execution of a component that is considered for feeding into a successor component.

Outputs that originate from an operation with an external loop behave as follows:

- a phase output is available as soon as the phase has been completed within the active operation, whereas
- when accessed from within the operation, the instance count output of the operation itself is only available during the second run of the operation and provides 1 as value, since only one run of the operation has been completed at that time.

#### TIP

Please note that the instance counts of phases located in an operation with an external loop are reset to 0 for each new run of the operation.

First run ongoing Instance count outputs Phase A Phase A Phase B 0 Phase C 0 Operation 0 Second run ongoing Instance count outputs Phase A Phase A 0 Phase B Phase C 0 Operation

Figure 35: Instance count outputs from operations with external loops

Depending on the structure level on which a loop is located, the system takes different views as to what constitutes a last run.

So when an operation contains an internal loop around a selection branch, it provides the value recorded at the last time the specific path of the branch was passed through. An **Undefined** value can only occur if the path has not yet been passed through.

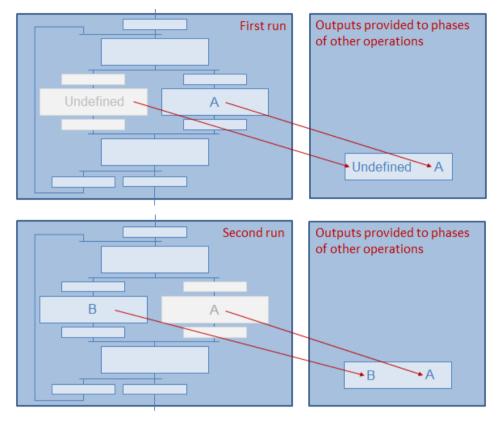


Figure 36: Outputs from operation-internal loops

When an operation contains a selection branch but is also part of an external loop, so that the complete operation can be passed through several times, the system only considers the path or paths that are actually being taken during processing. Thus, only those outputs provide data that have been passed during the last or current run while all other outputs provide **Undefined** as values.

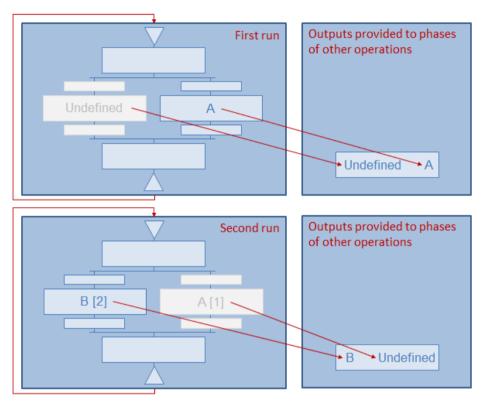


Figure 37: Outputs from operation-external loops

#### **TIPS**

Please note that event-triggered operations are considered to have implicit external loops. The system uses the count of the individual triggered runs to determine the last or current run. The triggered run with the highest count provides its phase output values to successor operations.

Due to the existing implicit loops around event-triggered operations it is not recommended to model an additional explicit loop around event-triggered operations. The operation instance count provided by an explicit loop around an event-triggered operation refers to the template and not to the individual triggered runs. This means that the instance count of the operation is only incremented when the template is removed, which completes the operation.

When you open the Parameter Panel, it lists all parameters available at this level of your workflow or building block. Use the Search (page 13) and Filter (page 14) tools to restrict the number of items shown in the **Results** list.

In the list, each process parameter is displayed as a nested table, with the common parameter attributes as main table and each parameter's specific attributes in a collapsible sub-table. If a parameter attribute has an expression defined, its cell content is prefixed with an equals sign and the **fx** button (see "Dialog Buttons" in Vol. 1) is permanently displayed for the cell.

# **TIPS**

To expand or collapse all parameter sub-tables, use the keyboard shortcuts CTRL+PLUS (to expand) and CTRL+MINUS (to collapse).

To scroll through the parameters with opening the sub-tables of the respective selected parameter, CTRL+scroll your mouse wheel.

In order to provide a comprehensive overview of a parameter in just one table row, the **Contents** column in the main table contains an abbreviated version of the most important attributes of the parameter.

By default, the parameters are sorted according to the hierarchy of their paths, but you can adjust both the sort and column order (page 15).

Table cells that contain editable values are displayed in black font, while read-only cells are shown in gray.

To set a parameter's values to read-only, select the checkbox in the **Lock** column. The box itself remains editable, so to revoke the setting, uncheck the box.

- To edit the values of the parameter attributes, proceed as follows:
  - 1. Click the table cell you wish to edit. The system displays a text cursor or a button to access a suitable editor (see "Editors" in Vol. 1) for the required value type.
  - 2. Enter the value of the parameter attribute.
  - 3. Press the ENTER key or click in another cell to conclude the edit action.

#### TIP

Please note that you can directly edit cells filled from the Measured Value, Multi-line Text, Duration, or DateTime Picker editors (see "Editors" in Vol. 1).

When you type a duration without using the Duration editor, please note the following:

- Make sure to write the duration as consecutive string of characters without blanks, since otherwise, the system will not be able to interpret it correctly.
- You can leave out any units you do not need for specifying your duration, so instead of **0d6h0m30s0ms** you can write **6h30s**.
- You have to observe the order of the units, which means, for instance, that the system cannot interpret a duration that starts with seconds, followed by minutes and hours.
- The values you specify for the various time units must not exceed the maximum number of each time unit that would move it to the next higher unit. Thus, for hours (h) the maximum is 23, for minutes (min) and seconds (s) it is 59, and for milliseconds (ms) it is 999.
  - This restriction, however, does not apply to the highest unit you specify, which means that the system allows a duration such as **49h30min15s**, whereas typing **90min** in this context would not be valid.
  - The system automatically converts the highest unit on cell exit, if possible. Thus, it converts **49h30min15s** to **2d1h30min15s**.
- To edit or delete an expression, however, you have to open the Expression editor (see "Expression Editor for Process Parameter Attributes" in Vol. 1).
  - To lock one or more parameters, proceed as follows:
    - 1. Select or multi-select the parameters you wish to lock.
    - 2. Click the **Lock** button (see "Dialog Buttons" in Vol. 1).
  - To unlock one or more parameters, proceed as follows:

#### **TIP**

Please note that you cannot unlock Frozen parameters.

- 1. Select or multi-select the parameters you wish to unlock.
- 2. Click the **Unlock** button (see "Dialog Buttons" in Vol. 1).

In addition to the permanent process parameters that are always present, there are three types of optional process parameters, which you can insert if required:

# **■** Instruction link

#### **TIPS**

Please note that you cannot define instruction links for phases that are not visible during execution, such as server-run phases.

Instruction links are visible in the Phase Preview window in Recipe and Workflow Designer. During execution, however, they are not displayed in the preview mode, but only when the phase becomes active and after its completion.

During execution, an instruction link precedes all other user interface elements of its phase.

You can insert up to ten instruction links per phase.

To add an instruction link to the list of process parameters, proceed as follows:

1. Click the **Add parameter** button.

The system opens an option list that holds all optional parameter types available for the phase.

2. Select the **Instruction Link** type.

The system opens the **Add Instruction Link** dialog to define the instruction link's identifier.

3. Type an identifier and click the **OK** button.

The system adds the instruction link parameter and the first link definition row to the list of parameters.

Instruction link parameters are generally inserted below all other parameters. Where within the block of instruction link parameters the system adds a new link parameter depends on the current selection in the Parameter Panel:

- If no parameter is selected, the system adds the new instruction link parameter as last parameter.
- If an instruction link parameter is selected, the system adds the new instruction link parameter below the selected one.
- If any other parameter is selected, the system adds the new instruction link parameter as first parameter of the instruction link parameter block.

# **TIPS**

Please note that you can mix the sequence of instruction link and instruction table parameters. This means you can add an instruction link parameter anywhere within a list of instruction table parameters and vice versa. The identifier of the instruction link parameter is shown as **Identifier** of the link's instruction text parameter.

- 4. Specify the instruction text to be displayed and mark the link texts by enclosing them in curly brackets.
- 5. Specify the list of link definitions. Each row of the list defines one hyperlink. The button bar above the list provides the following functions:
  - adds a new row to the table. The row is inserted after the currently selected row. If there is no row selected, the system inserts the new row below the last row.
  - deletes the currently selected rows.
  - moves the currently selected row one row up.
  - moves the currently selected row one row down.

To remove an instruction link parameter from the list of process parameters, proceed as follows:

- 1. In the list of parameters, select the instruction link parameter you wish to remove.
- 2. Click the **Remove parameter** button.

The system asks you to confirm the action and then removes the instruction link parameter.

#### **■** Instruction table

#### **TIPS**

Please note that you cannot define instruction tables for phases that are not visible during execution, such as server-run phases.

Instruction tables are visible in the Phase Preview window in Recipe and Workflow Designer. During execution, however, they are not displayed in the preview mode, but only when the phase becomes active and after its completion.

During execution, an instruction table precedes all other user interface elements of its phase. It can be configured to show up to five columns, with or without borders, and up to 50 rows.

You can insert up to ten instruction tables per phase.

To add an instruction table to the list of process parameters, proceed as follows:

- 1. Click the **Add parameter** button.
  - The system opens an option list that holds all optional parameter types available for the phase.
- 2. Select the **Instruction Table** type.

The system opens the **Add Instruction Table** dialog to define the instruction table's identifier.

3. Type an identifier and click the **OK** button.

The system adds the parameter definition and the first table row to the list of parameters.

Instruction table parameters are generally inserted below all other parameters. Where within the block of instruction table parameters the system adds a new table depends on the current selection in the Parameter Panel:

- If no parameter is selected, the system adds the new instruction table as last parameter.
- If an instruction table parameter is selected, the system adds the new instruction table below the selected one.
- If any other parameter is selected, the system adds the new instruction table as first parameter of the instruction table parameter block.

### **TIPS**

Please note that you can mix the sequence of instruction link and instruction table parameters. This means you can add an instruction link parameter anywhere within a list of instruction table parameters and vice versa.

The identifier of the instruction table is shown as **Identifier** of the table's definition parameter. The identifiers of the individual table rows (**Row-1**, **Row-2**, etc.) are system-defined and not editable.

- 4. Specify the overall appearance of the table:
  - Select the number of columns to define the layout.
  - Set the width of the first column. If you do not set it to narrow, all columns have equal widths. If you set the first column to narrow, the remaining columns will have equal widths.
  - Define if your table needs to have borders. You can either show all borders of the table and its cells or none.
- 5. Specify the table rows and their content. The button bar above the rows table provides the following functions:
  - adds a new row to the table. The row is inserted after the currently selected row. If there is no row selected, the system inserts the new row below the last row.
  - deletes the currently selected rows.
  - moves the currently selected row one row up.
  - moves the currently selected row one row down.

#### TIP

Please note that the system always retains the consecutive numbering of the rows. If you reorder the table rows or delete rows, the row identifiers are updated accordingly.

To remove an instruction table parameter from the list of process parameters, proceed as follows:

1. In the list of parameters, select the instruction table parameter you wish to remove.

### 2. Click the **Remove parameter** button.

The system asks you to confirm the action and then removes the instruction table with its definition and rows.

# Parameter bundle

A process parameter bundle is a group of one or more semantically connected process parameters, all of which are needed to produce a specific behavior or function when the phase is executed.

Process parameter bundles are not available for all phases. The maximum number of process parameter bundles you can insert per phase depends on the individual phases. A common number is 5.

To add a process parameter bundle to the list of process parameters, proceed as follows:

### 1. Click the **Add parameter** button.

The system opens an option list that holds all optional parameter types available for the phase.

2. Select the required bundle type.

The system opens the **Add <Bundle Type>** dialog to define the bundle's identifier.

3. Type an identifier and click the **OK** button.

The system adds all process parameters of the bundle to the list of parameters.

#### TIP

Please note that the identifier of the parameter bundle is used as identifier of the bundle's master parameter and as prefix to all other parameters of the bundle.

To remove a process parameter bundle from the list of process parameters, proceed as follows:

4. In the list of parameters, select any one of the parameters of the bundle you wish to remove.

All parameter identifiers of a bundle start with the bundle's identifier.

 Click the Remove parameter button.
 The system asks you to confirm the action and then removes all parameters of the bundle.

# TIP

Please note that you cannot remove individual parameters of a bundle. Removing one parameter will remove the entire bundle. If one of the parameters of the bundle has its **Lock** option selected, you cannot remove the bundle.

### **Transitions**

When transitions (page 177) are specified by at least an identifier they are treated as parameters in that they are listed in the Parameter Panel. Like any other parameter, transitions are listed with their attributes and can assume the three locking states **Unlocked**, **Locked**, and **Frozen**. You can access the Expression editor (see "Expression Editor for Transition conditions" in Vol. 1) for editing the attributes and the transition conditions.

When you open the Parameter Panel, it lists all parameters available at this level of your workflow or building block. Use the Search and Filter tools to restrict the number of items shown in the **Results** list.

By default, the parameters are sorted according to the hierarchy of their paths, but you can adjust both the sort and column order.

Table cells that contain editable values are displayed in black font, while read-only cells are shown in gray.

To set a parameter's values to read-only, select the checkbox in the **Lock** column. The box itself remains editable, so to revoke the setting, uncheck the box.

- To edit the transition's attributes and its condition, open the Expression editor (see "Expression Editor for Transition conditions" in Vol. 1).
- To lock one or more transitions, proceed as follows:
  - 1. Select or multi-select the transitions you wish to lock.
  - 2. Click the **Lock** button (see "Dialog Buttons" in Vol. 1).

■ To unlock one or more transitions, proceed as follows:

#### TIP

Please note that you cannot unlock Frozen transitions.

- 1. Select or multi-select the transitions you wish to unlock.
- 2. Click the **Unlock** button (see "Dialog Buttons" in Vol. 1).

# **Statistics**

The **Statistics** function supports you with estimating the size and complexity of your workflow or building block. It provides you with exact counts of its component objects.

# TIP

Please note that Workflow Designer is currently not designed for handling workflows that hold more than 1000 phases. If your workflow or building block exceeds this limit, the system displays a corresponding warning.

The Statistics dialog lists the counts of following data objects:

- SFC graph components:
  - Unit procedures
  - Operations
  - Phases
- Parameters
  - Process parameters
  - Material parameters
  - MFC items:
    - Material inputs
    - Material outputs
    - Material transfers
  - Privilege parameters
  - Capability parameters
  - Work center assignment parameters
  - **Equipment requirement parameters**
  - Additional property requirements

- Expressions defined in the expression editor:
  - Transitions with identifiers
  - Process parameter input expressions

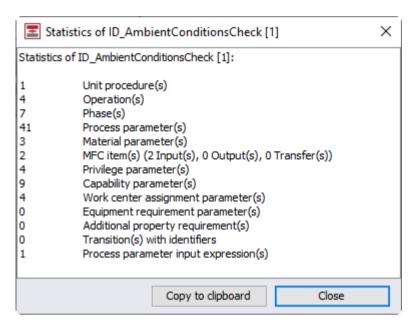


Figure 38: Statistics dialog

The **Statistics** dialog provides the following functions:

- To copy the complete list to the clipboard for subsequent pasting into a spreadsheet application or a text editor, click the **Copy to clipboard** button. To retain its basic formatting in the application into which it is pasted, the list holds blanks and tabs as separator characters.
- To close the dialog, click the **Close** button.

# **Help Access**

The help system of Workflow Designer is context-sensitive on panel and window level and, in the Graph Window, on component level. This means that clicking the help button or pressing the F1 key opens a help window that displays information relevant to the panel or graph component you have currently focused. The help window is non-modal and resizable.

In order to access other topics than the one directly related to the current context, use the navigation arrows located at the top of the help page, or related topic links located at the bottom of the page, if available.

The following additional features support your use of the help system:

- To access an overview of all available topics, open the **Contents** tab in the **Contents and Index** frame. The system additionally provides **Expand all** and **Collapse all** buttons to facilitate easier navigation in the contents tree.
- To access the index, open the **Index** tab in the **Contents and Index** frame.
- To use the **Search** function
  - 1. type the term you are looking for in the **Search** box and
  - click the **Search** button or press the ENTER key.
     The system will display all occurrences of the search term in a third tab in the **Content and Index** frame.
- To print the page that is currently displayed in the help window, click the **Print this page** button. The system displays a print preview of the page along with the default Windows **Print** dialog.

#### TIP

Please note that printing is only available from the stand-alone format of the help system and not from within the application.

150

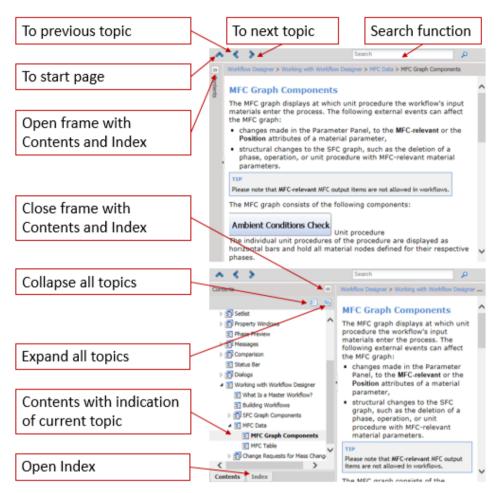


Figure 39: Help window navigation

# **About PharmaSuite**

The **About PharmaSuite** function opens the **About PharmaSuite** dialog to display system-related information, such as the current system version and build, the logged-in user, work center, and database-related information.

# TIP

Please note that the dialog also indicates the **EBR server state**. Only when the EBR server is available can orders or workflows be processed in PharmaSuite for Production Execution.

Click the **Details** button to view more specific technical information on the system and its environment.



Figure 40: About PharmaSuite

# **Details**

From the **PharmaSuite Installation Details** dialog, you can copy the listed detail data to the clipboard.

# TIP

Please note that the path to the PharmaSuite log files is given in the last section of the listed detail data.

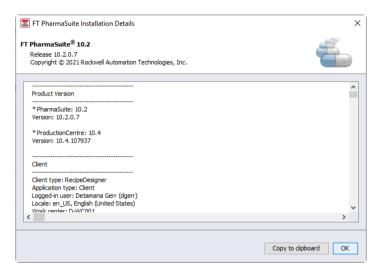


Figure 41: PharmaSuite Installation Details

# Working with Workflow Designer

Within in the framework of Recipe and Workflow Designer that is based on the concepts of the S88 and S95 standards, Workflow Designer provides the functions for creating and maintaining master workflows (page 155) with their component building blocks.

# What Is a Master Workflow?

A master workflow defines the processing data of workflows, which are often intended for multiple executions and have a non-production purpose, such as cleaning processes. It is structurally similar to a master recipe but only allows one element on the unit procedure level.

# **Building Workflows**

Before you can start to work on a master workflow you have to open an existing master workflow if you wish to modify it or create a master workflow from scratch.

To open an existing master workflow, proceed as follows:

In the main menu bar (page 21), open the File menu and select Open or in the File toolbar (page 31), click the Open button.
 The system displays the Open dialog (page 95).
 In the Filter tool of the Open dialog, the object type is preset to Master workflow.

# TIP

Please note that your access rights determine which master workflows are available for selection. Confidential master workflows that you are not allowed to access are not shown in the list.

Double-click the master workflow you wish to work on.
 The system opens a new tab in the upper tab bar of the Graph Window (page 35).
 It represents the master workflow level (page 160), which is the highest level of the master workflow structure and displays the procedure of the master workflow (page 166).

### TIP

Whether or not you can edit a master workflow depends on its status. Only master workflows in the **Edit** status can be edited. Editable master workflows with unsaved changes show an asterisk marker (\*) on their upper tab title, while read-only master workflows are marked by an (R).

To create a new master workflow, proceed as follows:

1. In the main menu bar (page 21), open the **File** menu and select **New master workflow** or in the File toolbar (page 31), click the **New master workflow** button.

The system displays the **New Master Workflow** dialog.

- Type the Identifier of the new master workflow in the box.
   If the master workflow is confidential and needs to have restricted access permissions, you can select a suitable access privilege. The list of available access privileges only contains those privileges that are also assigned to your current login.
- 3. Click the **OK** button.

The system opens a new tab in the upper tab bar of the Graph Window (page 35). It represents the master workflow level (page 160), which is the highest level of the master workflow structure, and displays a start (page 165) and an end (page 166) step enclosing a procedure building block (page 166), which you can configure for your new master workflow.

- 4. Double-click the procedure building block to create the procedure level (page 161) with a unit procedure building block (page 169). The Graph Window updates to display the new building block enclosed by a start (page 165) and end (page 166) step.
- 5. Double-click the unit procedure building block to create the unit procedure level (page 162) with an operation building block (page 172). The Graph Window updates to display the new building block enclosed by a start (page 165) and end (page 166) step.
- 6. Double-click the operation building block to create the operation level (page 164) with a phase building block (page 175). The Graph Window updates to display the new building block enclosed by a start (page 165) and end (page 166) step. In the Map (page 39) and the Explorer (page 40), you can watch the master workflow structure grow.

To copy an existing master workflow, proceed as follows:

- 1. Open the master workflow you wish to copy.
- 2. In the main menu bar (page 21), open the **File** menu and select **Save <master** workflow identifier> as.

The system displays the Save as dialog.

- 3. The Identifier box is pre-filled with the identifier of the master workflow you are about to copy. Adjust the identifier or type a new one. If the master workflow is confidential and needs to have restricted access permissions, it inherits its access privilege from the original master workflow. The inherited access privilege cannot be changed. If the original master workflow is not confidential, you can select a suitable access privilege. The list of available access privileges only contains those privileges that are also assigned to your current login.
- 4. Click the **OK** button.

The system updates the tab title in the upper tab bar of the Graph Window and displays the new master workflow in the **Edit** status.

To rename an existing master workflow, proceed as follows:

- 1. Open the master workflow you wish to rename.
- 2. In the main menu bar (page 21), open the **File** menu and select **Rename <master** workflow identifier>.

The system displays the **Rename Master Workflow** dialog.

The **Identifier** is preset with the current identifier of the master workflow.

3. Adapt the identifier or type a new one, then click the **OK** button.

When you have created a new master workflow structure from scratch, your Graph Window (page 35) holds the basic graph structure with one dummy building block on each level of the hierarchy. To build your master workflow, proceed as follows:

1. In the View toolbar (page 31), click the **Open Universe** button (see "Toolbar Buttons" in Vol. 1).

The system opens the Universe (page 108) where you can select all the components, inputs, and outputs you wish to use in your master workflow and feed them into the Setlist (page 43).

# TIP

Please note that you can also use the copy and paste functions to add fully configured building blocks to your recipe.

2. Navigate (page 39) to the structure level (page 160) on which you wish to build the graph.

3. Use the toggle buttons of the Setlist toolbar (page 33) to define how you will add a Setlist item to the graph (sequence, selection branch (page 182), simultaneous branch (page 182)).

#### TIP

Please note that to replace the first, system-generated element of a structure level with a building block from the Setlist you can use the **Replace** button (see "Toolbar Buttons" in Vol. 1).

4. Double-click a building block in the Setlist to add it in the defined manner to your graph.

### **TIPS**

Please note that only in Graph Window can you insert loops. Right-click the building block where you wish the loop to start, to open the process workflow toolbar (page 32). Click the Loop button (see "Toolbar Buttons" in Vol. 1) and select a suitable loop endpoint to close the loop.

When you insert a building block or building block group in a read-only status such as **Verification** or **Approved**, the building block image displays a corresponding icon, whereas the building block group is enclosed in a frame.

- 5. If your graph contains branches or loops, configure the transition conditions (page 177) that are relevant to the decision points.
- 6. Use the toggle buttons of the Setlist toolbar (page 33) and double-click the respective parameter to add local input and output materials (page 109), equipment requirement parameters (page 115), work center assignment parameters (page 121), privilege parameters (page 122), or process parameters (page 137) to your elements.
- To configure the parameters of the elements, click one of their parameter buttons located in the corners of the building block.
   The system opens the Parameter Panel (page 109) where you can define all parameter properties.

# TIP

If your workflow contains material parameters that need to be tracked by material flow control, be sure to mark them as **MFC-relevant** by selecting this option in the Parameter Panel.

8. In the main menu bar (page 21), open the **View** menu and select the **Material Flow Control** function or use the keyboard shortcut ALT+C to open the **Material Flow Control** tab (page 186) in the lower tab bar. Now define how the materials you have marked as MFC-relevant flow through the unit procedures of your procedure graph.

9. When you have completed all graphs of your master workflow and have configured all parameters, check if the master workflow's structure and parameters, and MFC definitions are valid.

Open the Messages window (page 67) to view all messages the system has returned for your master workflow. Make all necessary changes.

# TIP

To clean up the alignment and spacing of steps within your SFC graphs, use the **Arrange** and **Compact** functions available from the shortcut menus on each structure level (page 28) of your master workflow.

10. Your master workflow now is ready to be handed over for verification. For this purpose you want it to be read-only to make sure no changes can be applied to the master workflow any longer. To achieve this, you need to change its status (page 101).

In the main menu bar (page 21), open the **File** menu and select **Change status of** <master workflow identifier>.

### TIP

Depending on the size and complexity of your master workflow, this function may take some time to complete.

11. Select the **Action** that moves your master workflow to the **Verification** status (page 100).

Once the master workflow has been verified successfully, it can be moved to the **Valid** status and thus made available for use in workflow creation with PharmaSuite for Production Management and eventually workflow processing with PharmaSuite for Production Execution.

# **SFC Graph Components**

Workflow Designer provides all components and actions required for building SFC graphs on all levels of a workflow or building block hierarchy.

#### Structure Level

The hierarchical structure of a workflow is reflected in Workflow Designer by separate tabs for each level.

#### STRUCTURE LEVEL: MASTER WORKFLOW

A master workflow (page 155) tab contains exactly one procedure step that is enclosed by a start and an end step.

To rename the master workflow, open the **File** menu and select the **Rename <master** workflow identifier> function.

Right-click anywhere on the background to open a shortcut menu with the following functions:

### TIP

Which of the functions are enabled also depends on the graph components you have selected.

- Copy selected (CTRL+C)
   Copies the building block that is currently selected in the active SFC graph and lists it in the Graph Clipboard table of the Setlist.
- Rename selected (F2)
  In an SFC graph tab, makes the identifier of the currently selected component available for editing. Press the ESC key to cancel this action.
- Create <current structure level> from selected (F12)
  In an SFC graph tab, opens the Create <Current Structure Level> dialog where you can save the currently selected parameterized building block to make it available for selection from the Universe.
- Go back (ALT+LEFT)
  Returns to the previously active tab in the lower tab bar within the currently active main component if you have navigated to your current tab from another one.
- Close sub-tab (CTRL+W)
   Closes the currently active tab of the lower tab bar.

# STRUCTURE LEVEL: PROCEDURE

A procedure (see "What Is a Procedure?" in Vol. 1) tab contains exactly one unit procedure step that is enclosed by a start and an end step.

#### TIP

On this level, selection branches or loops are not permitted and will fail the validity check of the master workflow.

Please be aware that structural changes to a graph, such as deleting components that hold MFC-relevant material parameters or swapping places between such components, affects the material flow defined in the MFC tab (page 186). Issues that may arise from changes of this kind are listed in the Messages window (page 67).

Right-click anywhere on the background to open a shortcut menu with the following functions:

#### TIP

Which of the functions are enabled also depends on the graph components you have selected.

- New step (unconnected) (INS)Inserts a new unconnected dummy unit procedure at the current cursor position.
- Copy selected (CTRL+C)
   Copies the building block that is currently selected in the active SFC graph and lists it in the **Graph Clipboard** table of the Setlist.
- Paste <building block identifier> (CTRL+V)

  Pastes the last copied building block with a suitable structure level as unconnected component into the currently active SFC graph. If none of the previously copied building blocks has a suitable structure level, nothing happens.
- Rename selected (F2)
  In an SFC graph tab, makes the identifier of the currently selected component available for editing. Press the ESC key to cancel this action.
- Create <current structure level> from selected (F12)
  In an SFC graph tab, opens the Create <Current Structure Level> dialog where you can save the currently selected parameterized building block to make it available for selection from the Universe.
- Create <next higher structure level> from selected (CTRL+SHIFT+F12)
  In an SFC graph tab, opens the Create <Next Higher Structure Level> dialog where you can save the currently selected parameterized building block (group) on the next higher structure level to make it available for selection from the Universe.

Delete selected (DEL)In an SFC graph tab, deletes all currently selected components.

# Arrange

Arranges the graph and its components to center sequences and branches with respect to their start components and to optimize the vertical spacing between individual components.

- Compact graph
   Compacts the graph for optimal use of space.
- Go back (ALT+LEFT)

  Returns to the previously active tab in the lower tab bar within the currently active main component if you have navigated to your current tab from another one.
- Go up (ALT+UP)Moves to the next higher structure level.
- Close sub-tab (CTRL+W)
   Closes the currently active tab of the lower tab bar.

#### STRUCTURE LEVEL: UNIT PROCEDURE

A unit procedure (see "What Is a Unit Procedure?" in Vol. 1) tab contains a graph that consists of operations, their transitions, and links, enclosed by a start and an end step. In addition to unit procedures, there are also operation groups (see "What Is an Operation Group?" in Vol. 1) located on the unit procedure structure level.

# TIP

Please be aware that structural changes to a graph, such as deleting components that hold MFC-relevant material parameters or swapping places between such components, affects the material flow defined in the MFC tab (page 186). Issues that may arise from changes of this kind are listed in the Messages window (page 67).

Right-click anywhere on the background to open a shortcut menu with the following functions:

## TIP

Which of the functions are enabled also depends on the graph components you have selected.

- New step (unconnected) (INS)
   Inserts a new unconnected dummy operation at the current cursor position.
- Copy selected (CTRL+C)
  Copies the building block that is currently selected in the active SFC graph and lists it in the **Graph Clipboard** table of the Setlist.

163

- Paste <building block identifier> (CTRL+V)

  Pastes the last copied building block with a suitable structure level as unconnected component into the currently active SFC graph. If none of the previously copied building blocks has a suitable structure level, nothing happens.
- Rename selected (F2)
  In an SFC graph tab, makes the identifier of the currently selected component available for editing. Press the ESC key to cancel this action.
- Create <current structure level> from selected (F12)
  In an SFC graph tab, opens the Create <Current Structure Level> dialog where you can save the currently selected parameterized building block to make it available for selection from the Universe.
- Create <next higher structure level> from selected (CTRL+SHIFT+F12)
  In an SFC graph tab, opens the Create <Next Higher Structure Level> dialog where you can save the currently selected parameterized building block (group) on the next higher structure level to make it available for selection from the Universe.
- Delete selected (DEL)
   In an SFC graph tab, deletes all currently selected components.
- Arrange
   Arranges the graph and its components to center sequences and branches with respect to their start components and to optimize the vertical spacing between
- Compact graphCompacts the graph for optimal use of space.

individual components.

- Go back (ALT+LEFT)

  Returns to the previously active tab in the lower tab bar within the currently active main component if you have navigated to your current tab from another one.
- Go up (ALT+UP)Moves to the next higher structure level.
- Close sub-tab (CTRL+W)
   Closes the currently active tab of the lower tab bar.

#### STRUCTURE LEVEL: OPERATION

An operation (see "What Is an Operation?" in Vol. 1) tab contains a graph that consists of phases, their transitions, and links, enclosed by a start and an end step. In addition to operations, there are also phase groups (see "What Is a Phase Group?" in Vol. 1) located on the operation structure level.

Right-click anywhere on the background to open a shortcut menu with the following functions:

#### TIP

Which of the functions are enabled also depends on the graph components you have selected.

- New step (unconnected) (INS)
   Inserts a new unconnected dummy phase at the current cursor position.
- Copy selected (CTRL+C)
  Copies the building block that is currently selected in the active SFC graph and lists it in the **Graph Clipboard** table of the Setlist.
- Paste <building block identifier> (CTRL+V)
  Pastes the last copied building block with a suitable structure level as unconnected component into the currently active SFC graph. If none of the previously copied building blocks has a suitable structure level, nothing happens.
- Rename selected (F2)
  In an SFC graph tab, makes the identifier of the currently selected component available for editing. Press the ESC key to cancel this action.
- Create <current structure level> from selected (F12)
  In an SFC graph tab, opens the **Create <Current Structure Level>** dialog where you can save the currently selected parameterized building block to make it available for selection from the Universe.
- Create <next higher structure level> from selected (CTRL+SHIFT+F12)
  In an SFC graph tab, opens the Create <Next Higher Structure Level> dialog where you can save the currently selected parameterized building block (group) on the next higher structure level to make it available for selection from the Universe.
- Delete selected (DEL)In an SFC graph tab, deletes all currently selected components.

individual components.

 Arrange
 Arranges the graph and its components to center sequences and branches with respect to their start components and to optimize the vertical spacing between

- Compact graphCompacts the graph for optimal use of space.
- Go back (ALT+LEFT)

  Returns to the previously active tab in the lower tab bar within the currently active main component if you have navigated to your current tab from another one.
- Go up (ALT+UP)Moves to the next higher structure level.
- Close sub-tab (CTRL+W)
   Closes the currently active tab of the lower tab bar.

# Step

Depending on their level within the graph structure, graph steps need to be handled differently and can provide various additional functions.

### STEP: START

A start step represents the first component of a graph on each structure level. It can be moved and selected for inserting components below it, but it cannot be deleted. The start step allows you to begin a graph with parallel building blocks and to create a loop that includes the first building block of your graph.

When you hover over a start step, the system displays its meaning in a tooltip.



Figure 42: Start step

STEP: END

An end step represents the final component of a graph on each structure level. It can be moved and selected for inserting components above it, but it cannot be deleted. The end step allows you to create a loop that includes the final building block of your graph.

When you hover over an end step, the system displays its meaning in a tooltip.



Figure 43: End step

#### STEP: PROCEDURE

The element image of a procedure shows the editable identifier of the procedure in the center.

The upper and lower left corners are reserved for input parameters and output parameters, such as material inputs and outputs. The upper center displays the number of transitions with conditions. The upper right corner provides space for parameters that are not part of an input/output flow, such as privilege and process parameters.

If the building block is based on a source building block that was either in **Verification** or **Approved** when pulled into the graph, the lower center displays corresponding marker icons.

- When there are parameters defined or transition conditions contained in a building block, the system displays their numbers on the respective buttons of the building block.
- When no parameters are or can be defined or there are no transitions conditions contained in a building block, the system indicates this by dashes (-) on the respective buttons.
- When there are no parameters defined, but the building block expects parameters, the system indicates this by displaying a red zero (0) on the respective buttons.
- When there are parameters defined, but the building block expects a higher number of parameters, the system indicates this by displaying the number of defined parameters in red on the respective buttons.

#### TIP

Please note that in phase building blocks that contain an instruction table bundle parameter, the system considers the table definition and each table row as individual process parameters and displays the count accordingly.

The numbers displayed for procedures are the sum of all local parameters of the procedure plus all the parameters of its child elements (unit procedures, operations, and phases).

The count of equipment parameters sums up all equipment classes, equipment entities, and individual property types assigned to the phases of the procedure as well as all work centers assigned to its unit procedures.

When you hover over a parameter button, the system displays its type in a tooltip, regardless of the parameter's availability (Material, Container, Equipment, Transition, Privilege, Capability, Process).

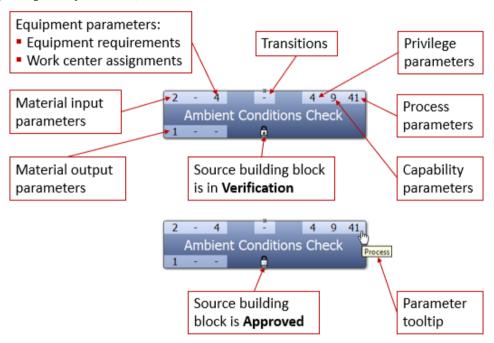


Figure 44: Procedure element

# TIP

Since a master workflow can only have one procedure, you cannot add further procedure steps or draw any connectors at this level.

The system provides the following functions for procedure (see "What Is a Procedure?" in Vol. 1) steps:

■ To open the Parameter Panel (page 109) for configuring the parameters of the procedure, left-click a parameter button, indicated by the **Select parameter** cursor (see "Cursors" in Vol. 1).

The number displayed on the parameter buttons indicates how many parameters of this class are assigned to the procedure and all of its subordinate unit procedures, operations, and phases.

# TIP

Please note that work center and station assignments are given as part of the count of equipment parameters.

- To open the procedure graph and display its unit procedures in the same tab, double-click the procedure.
- To open the procedure graph and display its unit procedures in a new tab, CTRL+double-click the procedure.
- To edit the identifier of the procedure:
  - from the **Edit** menu, select **Rename selected**, or
  - from the SFC Graph Window, access the shortcut menu, and select Rename selected, or
  - slowly click the identifier twice, or
  - press the F2 button.

# TIP

Please note that curly brackets (braces) and leading or trailing blanks are not allowed in procedure identifiers.

168

# STEP: UNIT PROCEDURE

The building block image of a unit procedure shows the editable identifier of the unit procedure in the center.

The upper and lower left corners are reserved for input parameters and output parameters, such as material inputs and outputs. The upper center displays the number of transitions with conditions. The upper right corner provides space for parameters that are not part of an input/output flow, such as privilege and process parameters.

If there are capabilities assigned to the unit procedure, the element image may reflect that by displaying an indicator icon in the lower right corner or changing its image background to a different color or pattern. Most capabilities, however, do not have a specific graphical marker.

If the building block is based on a source building block that was either in **Verification** or **Approved** when pulled into the graph, the lower center displays corresponding marker icons.

- The building block image of a unit procedure shows the editable identifier of the unit procedure in the center.
  - When there are parameters defined or transition conditions contained in a building block, the system displays their numbers on the respective buttons of the building block.
- When no parameters are or can be defined or there are no transitions conditions contained in a building block, the system indicates this by dashes (-) on the respective buttons.
- When there are no parameters defined, but the building block expects parameters, the system indicates this by displaying a red zero (0) on the respective buttons.
- When there are parameters defined, but the building block expects a higher number of parameters, the system indicates this by displaying the number of defined parameters in red on the respective buttons.

### TIP

Please note that in phase building blocks that contain an instruction table bundle parameter, the system considers the table definition and each table row as individual process parameters and displays the count accordingly.

The numbers displayed for unit procedures are the sum of all local parameters of the unit procedure plus all the parameters of its child elements (operations and phases). The count of equipment parameters sums up

- the work centers assigned to the unit procedure,
- the stations assigned to the operations of the unit procedure, and
- the equipment classes assigned as requirements to the phases of the unit procedure.

When you hover over a parameter button, the system displays its type in a tooltip, regardless of the parameter's availability (Material, Container, Equipment, Transition, Privilege, Capability, Process).

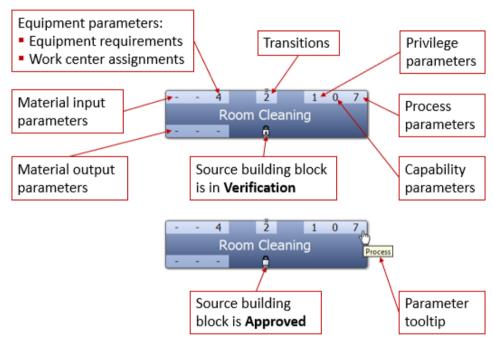


Figure 45: Unit procedure element

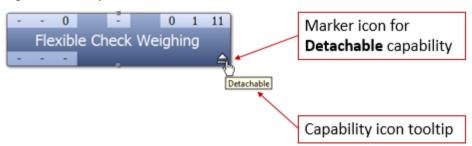


Figure 46: Unit procedure element with capabilities

# TIP

Since a master workflow can only have one unit procedure, you cannot add further unit procedure steps or draw any connectors at this level.

The system provides the following functions for unit procedure (see "What Is a Unit Procedure?" in Vol. 1) steps:

■ To open the Parameter Panel (page 109) for configuring the parameters of the unit procedure, left-click a parameter button, indicated by the **Select parameter** cursor (see "Cursors" in Vol. 1).

The number displayed on the parameter buttons indicates how many parameters of this class are assigned to the unit procedure and all of its subordinate operations and phases.

### TIP

Please note that work center and station assignments are given as part of the count of equipment parameters.

- To open the unit procedure graph and display its operations in the same tab, double-click the unit procedure.
- To open the unit procedure graph and display its operations in a new tab, CTRL+double-click the unit procedure.
- To edit the identifier of the unit procedure:
  - from the **Edit** menu, select **Rename selected**, or
  - from the SFC Graph Window, access the shortcut menu, and select Rename selected, or
  - slowly click the identifier twice, or
  - press the F2 button.

### TIP

Please note that curly brackets (braces) and leading or trailing blanks are not allowed in unit procedure identifiers.

#### STEP: OPERATION

The building block image of an operation shows the editable identifier of the operation in the center.

The upper and lower left corners are reserved for input parameters and output parameters, such as material inputs and outputs. The upper center displays the number of transitions with conditions. The upper right corner provides space for parameters that are not part of an input/output flow, such as privilege and process parameters.

If there are capabilities assigned to the operation, the element image may reflect that by displaying an indicator icon in the lower right corner or changing its image background to a different color or pattern. Most capabilities, however, do not have a specific graphical marker.

If the building block is based on a source building block that was either in **Verification** or **Approved** when pulled into the graph, the lower center displays corresponding marker icons.

- When there are parameters defined or transition conditions contained in a building block, the system displays their numbers on the respective buttons of the building block.
- When no parameters are or can be defined or there are no transitions conditions contained in a building block, the system indicates this by dashes (-) on the respective buttons.
- When there are no parameters defined, but the building block expects parameters, the system indicates this by displaying a red zero (0) on the respective buttons.
- When there are parameters defined, but the building block expects a higher number of parameters, the system indicates this by displaying the number of defined parameters in red on the respective buttons.

# **TIP**

Please note that in phase building blocks that contain an instruction table bundle parameter, the system considers the table definition and each table row as individual process parameters and displays the count accordingly.

The numbers displayed for operations are the sum of all local parameters of the operation plus all the parameters of its child phases.

The count of equipment parameters sums up

- the stations assigned to the operations of the unit procedure and
- the equipment classes assigned as requirements to the phases of the unit procedure.

172

When you hover over a parameter button, the system displays its type in a tooltip, regardless of the parameter's availability (Material, Container, Equipment, Transition, Privilege, Capability, Process).

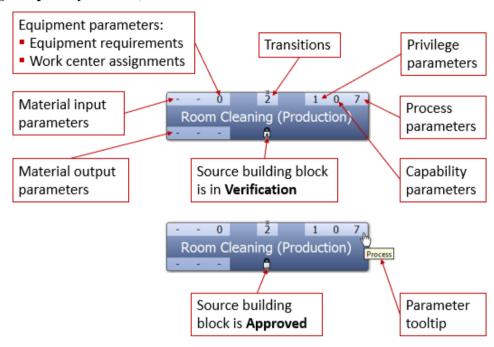


Figure 47: Operation element

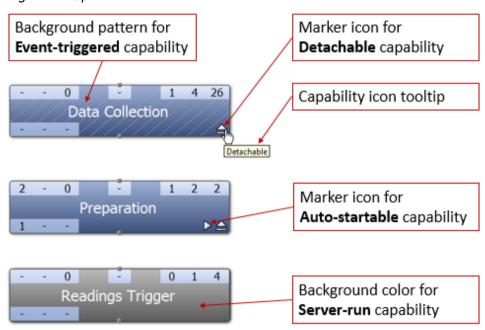


Figure 48: Operation element with capabilities

# TIP

Please note that, during the execution of the operation's phases on the shop floor, the system will display the operation identifier as title in the header bar of the Execution Window.

The system provides the following functions for operation (see "What Is an Operation?" in Vol. 1) steps:

- To open the Parameter Panel (page 109) for configuring the parameters of the operation, left-click a parameter button, indicated by the **Select parameter** cursor (see "Cursors" in Vol. 1).
  - The number displayed on the parameter buttons indicates how many parameters of this class are assigned to the operation and all of its subordinate phases.
- To build the operation graph, right-click the operation to open the process workflow toolbar (page 32).
- To open the operation graph and display its phases in the same tab, double-click the operation.
- To open the operation graph and display its phases in a new tab, CTRL+double-click the operation.
- To edit the identifier of the operation:
  - from the **Edit** menu, select **Rename selected**, or
  - from the SFC Graph Window, access the shortcut menu, and select Rename selected, or
  - slowly click the identifier twice, or
  - press the F2 button.

# TIP

Please note that curly brackets (braces) and leading or trailing blanks are not allowed in operation identifiers.

174

### STEP: PHASE

The building block image of a phase shows the editable identifier of the phase in the center.

The upper and lower left corners are reserved for input parameters and output parameters, such as material inputs and outputs. The upper center displays the number of transitions with conditions that are contained in the building block. Since a phase building block represents the lowest structure level, it cannot contain transitions and will never display a number. The upper right corner provides space for parameters that are not part of an input/output flow, such as privilege and process parameters.

If the building block is based on a source building block that was either in **Verification** or **Approved** when pulled into the graph, the lower center displays corresponding marker icons.

- When there are parameters defined for a building block, the system displays their numbers on the respective parameter buttons in the corners of the building block.
- When no parameters are or can be defined, the system indicates this by dashes (-) on the respective buttons.
- When there are no parameters defined, but the building block expects parameters, the system indicates this by displaying a red zero (0) on the respective buttons.
- When there are parameters defined, but the building block expects a higher number of parameters, the system indicates this by displaying the number of defined parameters in red on the respective buttons.

# TIP

Please note that in phase building blocks that contain an instruction table bundle parameter, the system considers the table definition and each table row as individual process parameters and displays the count accordingly.

The numbers displayed for phases are the sum of all local parameters of the phase.

When you hover over a parameter button, the system displays its type in a tooltip, regardless of the parameter's availability (Material, Container, Equipment, Transition, Privilege, Capability, Process).

# TIP

Please note that the number of local input and local output materials you can assign to a building block depends on the basic configuration of the building block.

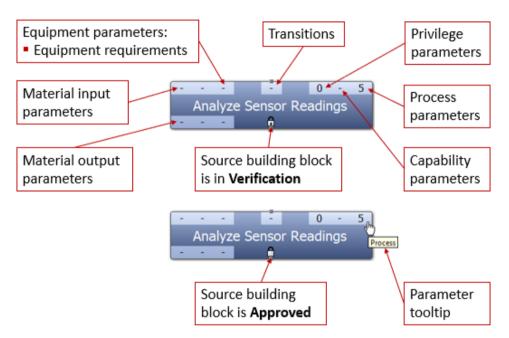


Figure 49: Phase element

The system provides the following functions for phase (see "What Is a Phase?" in Vol. 1) steps:

- To open the Parameter Panel (page 109) for configuring the parameters of the phase, left-click a parameter button, indicated by the **Select parameter** cursor (see "Cursors" in Vol. 1).

  The number displayed on the parameter buttons indicates how many parameters of this class are assigned to the phase.
- To build the phase graph, right-click the phase to open the process workflow toolbar (page 32).
- To edit the identifier of the phase:
  - from the **Edit** menu, select **Rename selected**, or
  - from the SFC Graph Window, access the shortcut menu, and select Rename selected, or
  - slowly click the identifier twice, or
  - press the F2 button.

# TIP

Please note that curly brackets (braces) and leading or trailing blanks are not allowed in phase identifiers.

### **Transition**

A transition consists of a condition that defines which step is the next to be executed when there is more than one potential successor step. Thus, a transition predetermines which step to choose in a selection branch during execution or whether a loop needs to be executed.

Generally, all transitions are implicitly preset with a default condition, which simply defines that the step or steps preceding the transition must have been finished before the step or steps after the transition can be started.

A selection branch or loop, however, must be preceded by a specific transition condition so that the system can determine the appropriate processing sequence of steps during order execution.

When a transition holds a specific condition, it displays an **fx** marker icon on its transition image. In addition, it requires you to set a transition identifier, either by using the system-generated suggestion or by defining another one. The maximum number of characters for a transition identifier is 20 and it must be unique within its graph. Transition identifiers are only mandatory for transitions with specific conditions or descriptions. For transitions that only hold the default condition, they are optional.

Thus, the component image of a transition can either display as blank square, show just an editable transition identifier, or show the transition condition marker and an identifier.

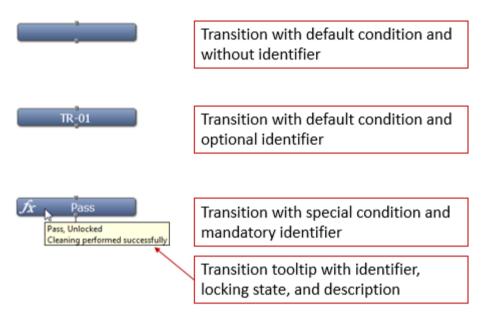


Figure 50: Transition image

### TIP

Please note that once a transition has an identifier it is treated as parameter and is thus listed in the Parameter Panel for transitions (page 147).

The following functions are available for transitions:

- To edit the identifier of the transition:
  - from the **Edit** menu, select **Rename selected**, or
  - from the SFC Graph Window, access the shortcut menu, and select Rename selected, or
  - slowly click the identifier twice, or
  - press the F2 button.
- To display a tooltip with the transition's identifier, its locking state, and its description, hover over the transition's image in the SFC graph. If there is no description defined, the tooltip shows the condition itself.
- To use the Expression editor (see "Expression Editor for Transition conditions" in Vol. 1) for defining a specific transition condition, double-click the transition. Defining a specific transition condition does not replace the default condition, which always applies to any transition and is therefore not visible in the Expression editor.

# TIP

Please note that the transition conditions of a selection branch or loop must be mutually exclusive and collectively exhaustive. This means that for each path after a decision point only one and exactly one of the defined conditions must be applicable each time the process reaches the decision point.

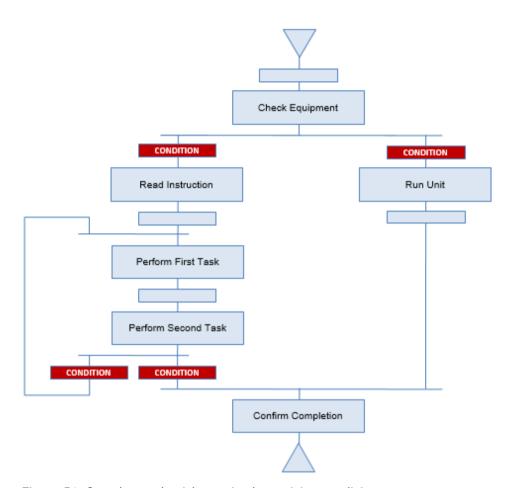


Figure 51: Sample graph with required transition conditions

#### Link

A link is a simple connector between two components.

Usually, the system draws all necessary links when you use the Setlist or the process workflow toolbar to build your graph. Of course, it is always possible to create or delete a link.

To draw a new link, proceed as follows:

- 1. Find a suitable port to start the link. The system displays the **draw** cursor (see "Cursors" in Vol. 1) when you hover over a suitable port.
- 2. Click the port and drag to another suitable port. The draw cursor turns into the **draw endpoint** cursor (see "Cursors" in Vol. 1) when you hover over an allowed endpoint and into the **draw endpoint unallowed** cursor (see "Cursors" in Vol. 1) when the port is not a suitable link endpoint.
- 3. Drop the link endpoint on the port.

  If necessary, the system will add missing components, such as transitions or branches, to maintain the validity of your graph.

#### TIP

Please note that you can draw links in both directions, with or against the flow of the graph. Regardless of your drawing direction, the system will assume the default flow direction, which is from top to down.

Explicit upward links, however, as you would draw them for a loop (page 181), between an outgoing port of one step and the ingoing port of another step, which is located further up in the graph, are recognized by the system.

To delete a link, proceed as follows:

- 1. Select the link you wish to delete.
- 2. Press the DELETE key or right-click on the Graph Window background to select the **Delete selected** function from the shortcut menu.

# TIP

You can adjust the layout of a link by moving its corner handles. To reset a link to its default layout, right-click the link and select the **Revert to default layout** function from the shortcut menu.

## Loop

A loop is a specific type of link that points back to a previous step in the graph. The loop endpoint must be on the same sequence as the loop start point, so you cannot draw a loop out of a branch.

To draw a loop, proceed as follows:

- 1. Right-click the step from which the loop will start to open the process workflow toolbar (page 32).
- 2. From the process workflow toolbar, select the **Loop** button. The system displays the **draw** cursor (see "Cursors" in Vol. 1) to indicate that you are in the drawing mode.
  - To leave the drawing mode, press the ESC key or right-click anywhere on the background without selecting a function from the shortcut menu.
- 3. To close the loop, select its end point by performing one of the following actions:
  - In the Graph Window, click the endpoint step. The draw cursor turns into the **draw endpoint** cursor (see "Cursors" in Vol. 1) when you hover over an allowed endpoint step and into the **draw endpoint unallowed** cursor (see "Cursors" in Vol. 1) when the step is not a suitable endpoint.
  - In the Graph Window, press CTRL+F to open the **Search** function and use it to navigate to the endpoint step.
  - In the Explorer window, click the node of the endpoint step.

To delete a loop, proceed as follows:

- 1. Select the loop you wish to delete.
- 2. Press the DELETE key or right-click on the Graph Window background to select the **Delete selected** function from the shortcut menu.

#### TIP

You can adjust the layout of a loop by moving its corner handles. To reset a loop to its default layout, right-click the loop and select the **Revert to default layout** function from the shortcut menu.

#### Selection Branch

A selection branch opens and closes two or more exclusive alternative sequences of steps in the graph.

During execution, only one of the sequences must be executed before an operator can proceed with the step that follows after the sequences have been joined again. The result of the transition conditions that precede a branch determines the subsequent step.

Usually, the system draws all necessary branches when you use the process workflow toolbar to build your graph or when you manually draw a link (page 180) that requires a branch to form a valid graph.

To delete a branch, proceed as follows:

- 1. Select the branch you wish to delete.
- 2. Press the DELETE key or right-click on the Graph Window background to select the **Delete selected** function from the shortcut menu.

#### Simultaneous Branch

A simultaneous branch opens and closes two or more parallel sequences of steps in the graph. The leftmost sequence in the graph is the first to be displayed during execution according to the default execution order of SFCs (left to right).

During execution, all parallel sequences must be executed before an operator can proceed with the step that follows after the sequences have been joined again.

Usually, the system draws all necessary branches when you use the process workflow toolbar to build your graph or when you manually draw a link (page 180) that requires a branch to form a valid graph.

To delete a branch, proceed as follows:

- 1. Select the branch you wish to delete.
- 2. Press the DELETE key or right-click on the Graph Window background to select the **Delete selected** function from the shortcut menu.

## **Special Components**

The system provides the following pre-defined components that support you with building the structure of your master workflows and building blocks:

- Dummy Operation (page 183)
- Dummy Phase (page 183)
- Dummy Procedure (page 183)
- Dummy Unit Procedure (page 183)
- Hidden Phase (page 184)

#### **DUMMY OPERATION**

A **Dummy Operation** is an operation placeholder that you can pull from the Setlist into your graph as empty element when you build a graph on unit procedure level.

#### **DUMMY PHASE**

A **Dummy Phase** is a phase placeholder that you can pull from the Setlist into your graph as empty element when you build a graph on operation level.

To fill a dummy phase with content you have to replace it with another phase from the Setlist.

## **DUMMY PROCEDURE**

A **Dummy Procedure** is a procedure placeholder that you can pull from the Setlist into your graph as empty element when you build a graph on master workflow level.

### **DUMMY UNIT PROCEDURE**

A **Dummy Unit Procedure** is a unit procedure placeholder that you can pull from the Setlist into your graph as empty element when you build a graph on procedure level.

## HIDDEN PHASE

A **Hidden Phase** is a structural phase that is required to build adjacent branches or loops in valid SFC syntax (see "What Is an SFC Graph?" in Vol. 1). Thus, it is only visible in Recipe and Workflow Designer and does not appear as executable phase during order or workflow processing.

Example use cases are:

■ Two branches in direct sequence

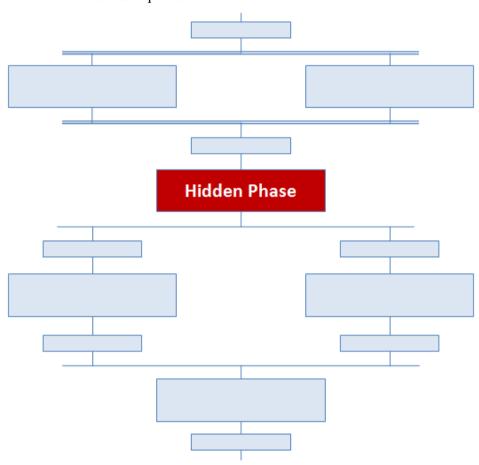


Figure 52: Hidden Phase between adjacent branches

A loop to a point directly preceding a branch

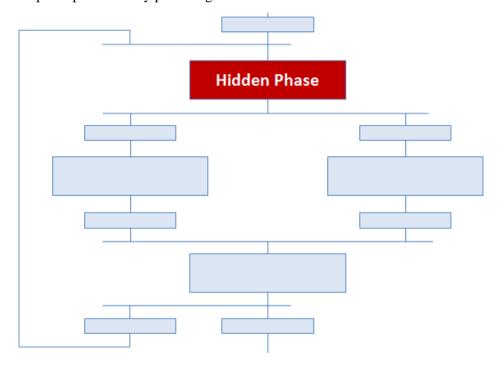


Figure 53: Hidden Phase between loop and branch

## **MFC Data**

Workflow Designer determines the MFC-relevant data of a master workflow or procedure building block from the attributes defined for their material parameters. The **Material Flow Control** tab consists of two panels:

- The graph panel (page 187) on the left holds the non-editable MFC graph where you can see the materials defined for your workflow.
- The table panel (page 188) on the right holds the non-editable table of MFC items. It lists all MFC items with their material identifiers and indicates where the input materials enter the process.

The panels are divided by a slidable separator and can thus be freely resized, if necessary.

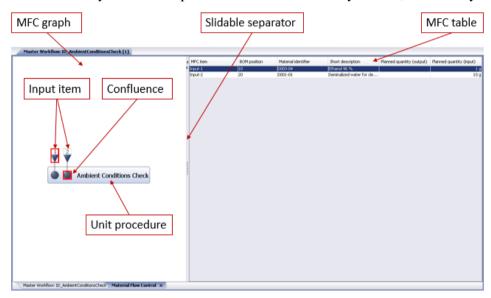


Figure 54: Material Flow Control tab in the Graph Window

# **MFC Graph Components**

The MFC graph displays at which unit procedure the workflow's input materials enter the process. The following external events can affect the MFC graph:

- changes made in the Parameter Panel, to the MFC-relevant or the Position attributes of a material parameter,
- structural changes to the SFC graph, such as the deletion of a phase, operation, or unit procedure with MFC-relevant material parameters.

#### TIP

Please note that MFC-relevant MFC output items are not allowed in workflows.

The MFC graph consists of the following components:

# **Ambient Conditions Check**

Unit procedure

The individual unit procedures of the procedure are displayed as horizontal bars and hold all material nodes defined for their respective phases.



# MFC input

An MFC input is displayed as triangle with an outgoing connector and represents a material input parameter configured with one of the procedure's phases. The number it shows corresponds to the numeric suffix of the MFC item identifier, which the system generates and assigns automatically.

When you hover over an MFC input, the system displays the following attributes as tooltip:

Material identifier, Short description, Position (if available), Planned quantity (if available) or Planned quantity mode (depending on its mode), and its path within the unit procedure (operation/phase).

Double-click an MFC input to open the Parameter Panel on the procedure level. The system shows the affected material input parameter as selected.



#### Confluence

A confluence is displayed as circle and represents the point in the material flow when an input enters the process. So, each input corresponds to one confluence.

When you hover over a confluence its tooltip lists the attributes of its input.

#### Connector

Connector lines represent the material flow between inputs and confluences. When you hover over a connector, the system displays a tooltip with the **Material identifier** and the **Short description** of the material it represents.

Right-click anywhere on the background to open a shortcut menu with the following function:

Close sub-tab (CTRL+W)Closes the currently active tab of the lower tab bar.

#### TIP

Please note that the functions for merging or splitting are not available for workflows.

#### **MFC Table**

The MFC table lists all MFC input items of the master workflow.

You cannot edit the data shown in the table, but selecting or multi-selecting listed items highlights the corresponding components in the MFC graph. Hovering over a table cell displays its content as tooltip. The table updates as a result of the following types of events:

- changes made in the Parameter Panel, to the **MFC-relevant** or the **Position** attributes of a material parameter,
- structural changes to the SFC graph, such as the deletion of a phase, operation, or unit procedure with MFC-relevant material parameters.

Double-click a list row in the MFC table to open the Parameter Panel on the procedure level. The system shows the affected material parameters as selected.

The MFC table provides the following data for each of the listed items:

## **■** MFC item

Unique identifier of the item. It consists of the MFC type (input) and a count number.

The identifiers are persistent within the MFC context, which means that when you unselect the **MFC-relevant** option of a material parameter in the Parameter Panel and then re-select it again, it receives a new identifier. The same applies when you delete an MFC-relevant material parameter and re-insert it.

#### TIP

Please note that the MFC item identifiers of building blocks are renumbered when you draw the building block into a master workflow.

#### Position

You have to define a position number for each MFC-relevant input parameter that is also an MFC input item. Position numbers must be unique throughout an entire master workflow or building block. If you do not define the positions, the system indicates in the Messages window (page 67) which input parameters lack their position numbers.

#### TIP

Please note that you also have to assign a position to a material parameter if you wish to refer to it in an expression that uses the MFC Position Context functions (see "Functions" in Vol.1).

The position numbers are presented in any list of material inputs, for example during material identification on the shop floor, and are also used as default sorting criterion.

Defined with the material parameter.

## **■** Material identifier

Drawn from the material parameter.

### **■** Short description

Drawn from the material parameter.

#### **■** Planned quantity (output)

For output or transfer items of material parameters with **As defined** as planned quantity mode, it shows the planned quantity as defined with the material parameter.

For output or transfer items of material parameters with other planned quantity modes it shows the respective mode, either **None** or **As produced**.

## **■** Planned quantity (input)

For input or transfer items of material parameters with **As defined** as planned quantity mode, it shows the planned quantity as defined with the material parameter.

For input or transfer items of material parameters with other planned quantity modes it shows the respective mode, either **None** or **As produced**.

The list of MFC items is sorted first by type, then by position, and finally by MFC item identifier.

# Change Requests for Mass Changes

With change requests, Workflow Designer supports a controlled and documented automated update of workflows and their components. It allows to replace a custom or system building block or building block group with another suitable custom or system building block or building block group at all of its occurrences. Within one change request, it is possible to define several replacement pairs for building blocks or building block groups.

When configuring a change request, you first define the replacement pairs. Then you compile the Usage List of the old building blocks or building block groups, which lists all of their occurrences. From the list, you can select in which contexts (master workflows or building blocks) the system is to replace the old building blocks with the new building blocks and thus create the Action List of the changes to be performed.

#### **IMPORTANT**

The **Change request** function is only available to replace (approved or archived) building blocks or building block groups located in either a valid master workflow or an (approved or archived) building block (group) with other approved building blocks (building block groups). A building block (group) to be replaced must have been approved prior to being drawn into a workflow or building block (group).

For performing the replacement actions, the system uses the Smart replace function (page 44). Thus, when configuring the parameters of the new building block (group), you need to make sure to lock all parameters that are to replace their counterparts on the old building block (group).

Please note that material parameters are not affected by the Smart replace function.

The Change Request tab consists of two panels:

- The building block panel at the top for the table of new (replacing) building blocks (building block groups) in the left column and the old (to be replaced) building blocks (building block groups) in the right column.
  - To fill the building block table, proceed as follows:
  - Load the respective building blocks (building block groups) into the Setlist.
  - 2. Select the table cell you wish to fill with a building block (group).
  - Double-click the respective building block (group) in the Setlist. 3. In the table cell, the building block displays with its identifier and revision. On the structure levels of unit procedures and operations, it also shows the setting of the **Usage as group** property.
    - The system automatically adds a new empty table row after you have completed the first cell of the new replacement pair.

To remove a building block (group) from the change request, select its cell and press the DEL key.

The following rules apply for defining replacement pairs:

- All building block levels of the procedural structure are supported (procedure, unit procedure, operation, phase).
- The first selected old or new building block (group) defines the structure level of the change request. It is stored with the change request header data and visible in the column headers of the building block table. All further selected building blocks (building block groups) must have the same structure level.
- Operation groups belong to the structure level of unit procedures and phase groups to the structure level of operations.
- On the structure levels of unit procedures and operations, the old and new building blocks (building block groups) additionally display their Usage as group setting.
- An old building block (group) must be either **Approved** or **Archived**.
- A new building block (group) must be **Approved**.
- A building block can only be selected once as old building block.

#### TIP

An exception to this rule is a building block with **Allowed** as **Usage as group** setting, which may be used twice.

- An old building block (group) cannot also be a new building block (group) of the same or any other old/new pair of the change request.
- An old building block group with Mandatory as Usage as group setting requires a new building block with either Allowed or Mandatory as its Usage as group setting.
- An old building block group with **Not allowed** as **Usage as group** setting requires a new building block with either **Allowed** or **Not allowed** as its **Usage as group** setting.
- After removing all old/new building block pairs from the list, the structure level of the change request is reset.
- The access privilege for protecting a custom building block from unauthorized access has no impact on the replacement. It is always performed.

To allow greater flexibility when defining the old and new building block pairs, the following rules are checked later during the next change request status transition and can also depend on the occurrences selected in the usage list:

- If a building block with **Allowed** as **Usage as group** setting is selected as old building block and in the usage list, there is an element selected that uses the old building block as group, the new building block must have either **Allowed** or **Mandatory** as its **Usage as group** setting.
- If a building block with **Allowed** as **Usage as group** setting is selected as old building block and in the usage list, there is an element selected that uses the old building block as stand-alone unit procedure or operation, the new building block cannot have **Mandatory** as **Usage as group** setting.
- If an old building block contains a group, this group cannot be selected as old building block in another replacement pair.
- If a building block with **Allowed** as **Usage as group** setting is selected twice as old building block, one replacement pair must hold a new building block with **Not allowed** as **Usage as group** setting, while the other replacement pair must hold a new building block with **Mandatory** as **Usage as group** setting.

- The table panel underneath holds two sub-tabs:
  - the **Usage List** tab (page 194) to show all occurrences of the old building blocks (building block groups) and
  - the **Action List** tab (page 196) to show all master workflows and/or building blocks (building block groups) which are to be changed.

The panels are divided by a slidable separator and can thus be freely resized, if necessary.

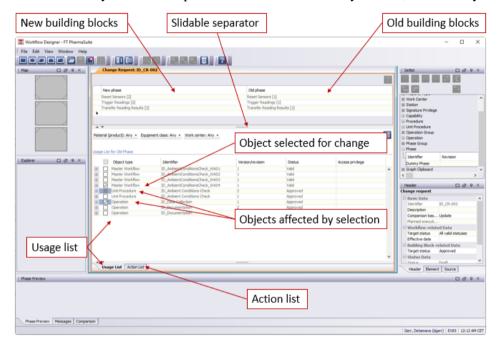


Figure 55: Change Request tab in the Graph Window

# **Usage List**

When you create a new change request or open an existing one, the usage list is empty. If you need to perform the change only on a restricted set of master workflows or building blocks, you can define filters to be applied when the system compiles the usage list.

You can filter by

- Material (product)
   Definable with an Infinite Options editor (see "Infinite Options Editor" in Vol. 1).
   Use the S88DefaultWorkflowMaterial to display only master workflows and their
- Equipment class Definable with an Infinite Options editor (see "Infinite Options Editor" in Vol. 1). The system only lists workflows and building blocks that, in any of their components, use the selected equipment class or classes either
  - as equipment requirement or

directly and indirectly used components.

- in an expression that contains the Equipment is member of class function (see "Functions" in Vol.1).
- Work center
  Definable with an Infinite Options editor (see "Infinite Options Editor" in Vol. 1).
  The system only lists master workflows or unit procedures with work center assignments that include the defined filter criteria.

Click the **Compile usage list** button to create the list. The system accesses the database to determine the occurrences of the old building blocks and apply the defined filter.

Once you have compiled the usage list, it shows all currently approved occurrences of the building blocks (building block groups) you have selected as old. In the list, each workflow or building block (group) containing an old building block (group) is displayed as a nested table, with its own data as main table and root node for a collapsible sub-table that lists the data of the individual occurrences.

When listing the individual occurrences of the old building blocks (building block groups) in the sub-tables under the root components, the system differentiates between

- **direct usage** of an old building block (group), when the building block itself has been used as component of the root component's graph, and
- **indirect usage** of an old building block (group), when the building block occurs in the graph because it is located in a higher-level building block, which has been used as component in the root component's graph.

By default, the affected root components are sorted by structure level, but you can adjust both the sort and the column order.

Please note that each time you compile a usage list, the system refreshes the data on which it performs the search. For this purpose, it has to access all relevant objects (master workflows and building blocks) on the database to determine if they have been modified since the last time a usage list was compiled.

If there are other users who work with the system on the same database, some objects may be locked as they are currently in use and thus not accessible for refreshing. In this case, the usage list compiles with the potentially obsolete data it has retrieved before its previous run, but lists all objects it could not refresh in the **Locked Objects Unavailable for Refresh** section underneath the usage list.

If the status of an affected object has changed, but the object is locked by another user and thus not available for refresh, it is highlighted in the list of locked objects. You should resolve this issue by recompiling the usage list when the object has been unlocked, as it would prevent the approval of the change request.

Please note that your access rights determine which components are considered when the system compiles the usage list. Confidential workflows or building blocks that you are not allowed to access are not shown in the list.

The panels are divided by a slidable separator and can thus be freely resized, if necessary.

#### TIP

To expand or collapse all listed occurrence sub-tables, use the keyboard shortcuts CTRL + PLUS (to expand) and CTRL + MINUS (to collapse).

To recompile and thus refresh the usage list, click the **Compile usage list** button.

After you have compiled the usage list you need to define on the basis of the occurrences in which root component you wish to perform the change. Select the **Change** option for each root component whose occurrences of an old building block (group) you wish to replace with the defined new building block (group). When you select a root component for the change, the system automatically selects all other components that would also be affected by the planned change because they represent a building block that contains the building block to be replaced as component and thus account for its indirect usage in the root component.

The system indicates the affected building blocks not only by selecting their **Change** options, but also by setting the background color of the cell to blue. You cannot unselect the **Change** options of these building blocks.

To select all root components at once, select the **Select all** checkbox in the header of the leftmost column.

### TIP

Please note that when you open an existing change request that is in the **Draft** status (page 105), its usage list is empty and you need to compile it, since status changes may have been performed on some objects, thus changing the occurrences listed. The system, however, retains the information which occurrences were selected for being included in the change, so the recompiled list still shows the same selection.

By selecting a root component for changing, you add it to the action list (page 196).

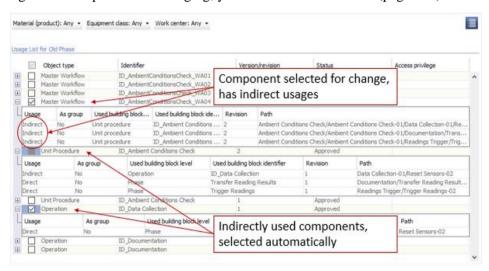


Figure 56: Usage list

# **Action List**

The action list shows all occurrences of the old building blocks (building block groups) that were selected in the usage list for being included in the change. To add or remove objects you need to return to the **Usage List** tab (page 194) and select or unselect the **Change** option for the respective components.

At its top, the **Action List** tab shows a status and progress indicator with the overall execution status of the change request, which updates with each action performed during the execution of the change request.



Figure 57: Status and progress indicator

If the execution of the change request shall be started automatically and be performed as background job, you need to define the **Planned execution time**.

#### TIC

Please note that the time selected for the planned execution must be before the **Effective date** of the change request.

To start the execution of the change request, click the **Execute change request** button. It is only enabled for **Approved** change requests.

#### TIP

Make sure that all change requests finish their execution prior to their defined effective dates (page 54). A change request that finishes after its effective date would have to change the past and is thus bound to fail.

In order to prevent memory issues that would impact the performance of the system it is recommended that you close large master workflows or building blocks you may have open in the Graph Window.

When performing the actions of a change request, the system uses a bottom-up approach. It starts with changing the building blocks on the lowest available level of the workflow structure and proceeds level by level until it reaches the master workflows. The user interface of Workflow Designer is locked and not available to run other functions while a change request is being executed.

The system visualizes the execution progress for each action in its **Progress** column, with a colored progress bar and a textual display of the seven execution steps to be performed for each action:

- Preparing changes
   The system accesses the component to lock it and read its current status.
- Creating new version/revision
   The system performs a Save as operation on the component to create the new version/revision on which the change can be performed.
- 3. Replacing building block
  The system uses the **Smart replace** function (page 44) to perform the intended changes on the building block occurrences to be replaced.
- 4. Resolving external references If the replacing building block contains an unresolved external reference, the system determines if the reference would work in its new workflow or building block context. If so, it removes the XT marker string and thus automatically resolves the references. If not, the reference and its XT marker remain unchanged and need to be resolved later.

5. Checking consistency

The system checks the component to make sure it is ready to be **Approved** or moved to **Valid**.

6. Changing status to target status

The system moves the component to its intended target status. The target status of both master workflows and building blocks must be selected during the definition of the change request.

## 7. Changing status to **Archived**

This step is only performed on building blocks whose initial revision was **Archived** before the execution of the change request was started.

The system moves the building block status to **Archived**.

#### 8. Done

The system has successfully performed all steps of the change request on the component.

## **TIPS**

Make sure that none of the objects affected by a change request are open in your current or another session of Recipe and Workflow Designer while a change request is being executed as this might interfere with changes made to the objects being processed by the change request.

Make sure your system does not move into a hibernation state while a change request is being executed.

If an unexpected system shutdown occurs while a change request is **In process**, you cannot resume the change request after the system has been restarted. You can only manually move it either to **Obsolete** or to **Finished**, depending on what you consider more suitable in view of its progress. Additionally, you need to release the locks the change request may still have on the objects it was processing.

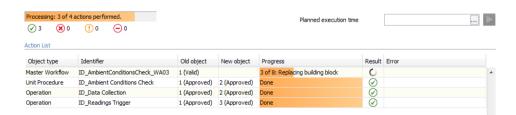


Figure 58: Action list

When an issue occurs that prevents an action from completing successfully, the system provides a short summary of the issue in the action's **Error** column. In the context-sensitive help system, you can find information on how to resolve the issue. To access the relevant help topic, select the issue in the list and press the F1 key.

The following issues can occur:

#### Locking issue: cannot open the component to be changed.

Make sure the object is not locked anymore, create a new change request for the component, and execute it.

## Status issue: status of the component changed after approval of the change request.

Create a new change request for the component and execute it.

# Version issue: version of the component changed after approval of the change request.

Create a new change request for the component and execute it.

#### Component creation issue: cannot save the new version/revision of the component.

This is a rare issue that can only occur if the number the system has calculated for the new version/revision of the component has in the meantime been used by someone else for creating another version/revision of the component.

Create a new change request for the component and execute it.

# Indirect usage replacement issue: cannot find the new revision of the replacing building block.

The system could not create the new revision of the building block that is required to perform the replace action on the component. This can happen when the system fails to create the building block that is used indirectly in the building block of the current component, e.g. on account of a locking issue.

Make sure the indirect usage can be processed, create a new change request for the component, which automatically includes the building blocks used indirectly, and execute it.

# Parameter replacement issue: cannot merge parameters of new building block into old building block.

Create a new change request that holds a building block with compatible parameters as new building block and execute it.

Consistency issue: new version/revision of the component has unresolved issues listed in its Messages window.

Open the component in the Graph Window and resolve the issues.

Status data issue: cannot set the effective date of the workflow.

Create a new change request with a valid effective date for the component and execute it.

## Internal error.

An issue of this type can be caused by network instability disrupting the communication with the database. Create a new change request for the component and try again or contact your system administrator.

200

|  | Execution • 180                                      |
|--|--|
| A  | Indirect usage replacement issue • 183               |
| Abort-and-reactivate-enabled (capability in Workflow   | Internal error • 183                                 |
| Designer) • 116  | Locking issue • 182                                  |
| About PharmaSuite (Workflow Designer) • 141            | Parameter replacement issue • 183                    |
| Access privilege for confidential object               | Status data issue • 183                              |
| Building block (Workflow Designer) • 54                | Status issue • 182                                   |
| Master workflow • 49                                   | Usage list • 177                                     |
| Action list for mass change (Workflow Designer) • 180  | Version issue • 182                                  |
| Adding property type to equipment requirement          | Change request property (Workflow Designer) • 52     |
| (Workflow Designer) • 108                              | Target status • 52                                   |
| Adding rule to equipment requirement (Workflow         | Changing status                                      |
| Designer) • 108  | Change request (Workflow Designer) • 99              |
| Auto-startable (capability in Workflow Designer) • 116 | Master workflow • 94                                 |
| D.   | Comparison (Workflow Designer) • 73                  |
| В  | Comparison baseline for building block • 54          |
| Basic operation • 13                                   | Comparison baseline for workflow • 49                |
| Copying and pasting building blocks • 15               | Comparison baseline handling • 52                    |
| Electronic signature • 17                              | Conventions (typographical) • 12                     |
| Signature • 17   | Copying building blocks • 15                         |
| Building block property (Workflow Designer) • 54       | _  |
| Dispense option • 54                                   | D  |
| Revision • 54  | Definition   |
| C  | Master workflow • 143                                |
|  | Detachable (capability in Workflow Designer) • 116   |
| Capability (Workflow Designer) • 116                   | Double signature • 17                                |
| Abort-and-reactivate-enabled • 116                     | _  |
| Auto-startable • 116                                   | E  |
| Detachable • 116                                       | Edit menu (Workflow Designer) • 24                   |
| Escalation-enabled • 116                               | Edit toolbar (Workflow Designer) • 31                |
| Event-triggered • 116                                  | Element (Workflow Designer property window) • 57     |
| Pause-enabled • 116                                    | End step (Workflow Designer SFC graph) • 153         |
| Server-run • 116                                       | Equipment requirement (Workflow Designer) • 108      |
| Trigger-enabled • 116                                  | Conditional rule • 108                               |
| Change request (Workflow Designer) • 174               | Flexible rule • 108                                  |
| Action list • 180                                      | Error message (Workflow Designer) • 63               |
| Component creation issue • 182                         | Escalation-enabled (capability in Workflow Designer) |
| Consistency issue • 183                                | 116  |

FT PharmaSuite® - Workflow Designer

202

MFC table • 172 Removing process parameter bundle • 113 MFC graph component (Workflow Designer) • 171 Removing station assignment • 113 Confluence • 171 Removing work center assignment • 113 Connector • 171 Sorting capability parameters • 116 MFC input • 171 Sorting equipment requirement parameters • 108 MFC output • 171 Sorting material parameters • 102 Transfer • 171 Sorting privilege parameters • 114 Unit procedure • 171 Sorting process parameters • 127 MFC table (Workflow Designer) • 172 Sorting station assignment • 113 Sorting transitions • 113 Sorting work center assignments • 113 Navigation support (Workflow Designer) • 37 Unlocking capability • 113 Explorer • 38 Unlocking equipment requirement • 113 Map • 37 Unlocking material parameter • 113 New version (workflow) • 21 Unlocking privilege parameter • 113 Unlocking process parameter • 113 0 Unlocking station parameter • 113 Open dialog (Workflow Designer) • 89 Unlocking transition • 113 Operation (Workflow Designer) Unlocking work center parameter • 113 SFC graph level • 151 Parameter Panel (Workflow Designer) • 102 SFC graph step • 158 Capability parameter • 116 Equipment requirement • 108 Ρ Material parameter • 102 Panning and Zooming (Workflow Designer Graph Privilege parameter • 114 Window) • 35 Process parameter • 127 Parameter (Workflow Designer) • 102 Station assignment • 113 Adding process parameter bundle • 113 Transition • 113 Adding property type to equipment requirement • 108 Work center assignment • 113 Adding rule to equipment requirement • 108 Pasting building blocks • 16 Locking capability parameter • 116 Pause-enabled (capability in Workflow Designer) • 116 Locking equipment requirement parameter • 108 Phase (Workflow Designer) - SFC graph step • 161 Locking material parameter • 102 Phase Preview (Workflow Designer) • 61 Locking privilege parameter • 114 Phase property (Workflow Designer) • 49 Locking process parameter • 127 Hide in batch report • 57 Locking station assignment • 113 Pause-aware • 58 Locking transition • 113 Server-run • 58 Locking work center assignment • 113 Trigger • 58 Removing capability parameter • 116 Usable in • 58 Removing equipment requirement parameter • 108 Position (Workflow Designer) • 102 Removing material parameter • 102 Print workflow report • 91 Removing privilege parameter • 114

PSRDV3-UM007C-EN-E, 1.0

Printing from Workflow Designer • 91

204

Phase step • 161

Procedure level • 148

S

FT PharmaSuite® - Workflow Designer

Transition (Workflow Designer SFC graph) • 163

Transition as parameter (Workflow Designer) • 113

```
U
  Unit procedure (Workflow Designer)
     SFC graph level • 150
     SFC graph step • 156
  Universe (Workflow Designer) • 101
  Usage list for mass change (Workflow Designer) • 177
  Version (master workflow) • 21
     Editability • 33
     Numbering • 93
  View menu (Workflow Designer) • 25
  View toolbar (Workflow Designer) • 31
  Warning message (Workflow Designer) • 63
  Window menu (Workflow Designer) • 26
  Work center assignment (Workflow Designer) • 113
  Workflow Designer • 11
     Graph window • 33
     Help window • 139
     Menu • 21
     Messages • 63
     Navigation support • 37
     Open dialog • 89
     Parameter Panel • 102
     Phase Preview • 61
     Properties • 49
     Select dialog • 91
     Setlist • 41
     Status bar • 88
     Toolbar • 21
     Universe • 101
```

Trigger-enabled (capability in Workflow Designer) • 116