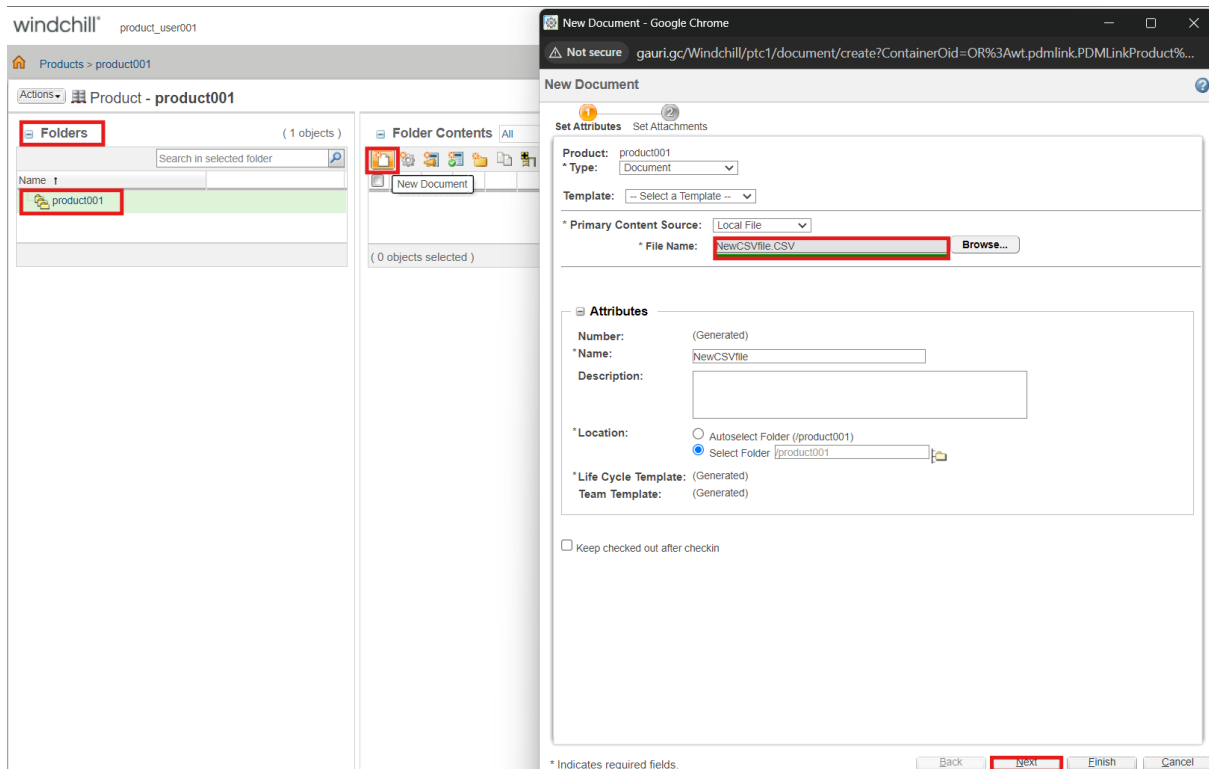
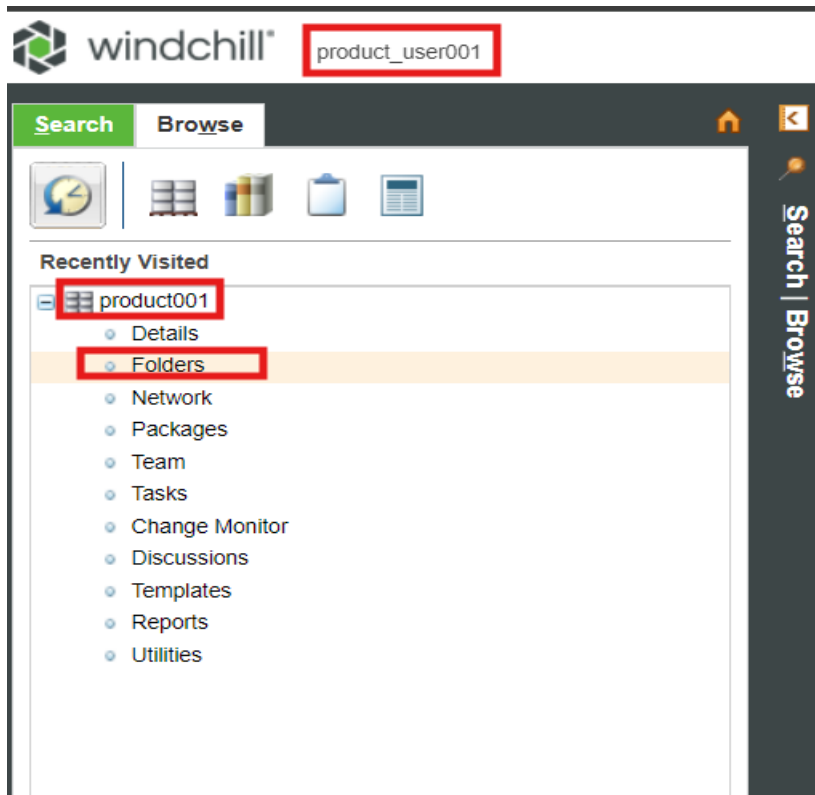
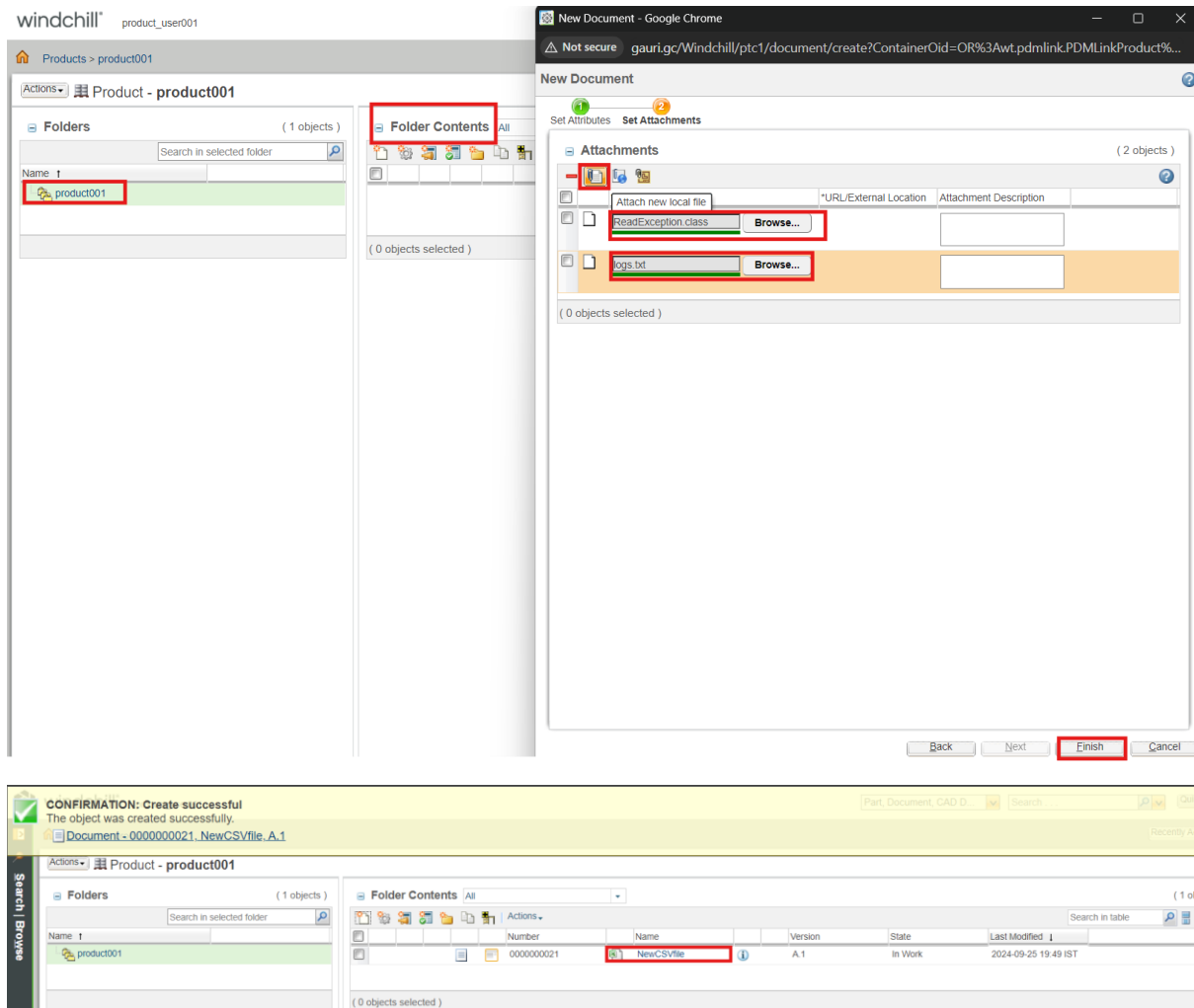


## 1. Create document objects. Add primary and secondary content.

Step1: Go to products->Folders->navigate to the "New Document" (icon) and fill in the required metadata fields (upload primary content)->Next

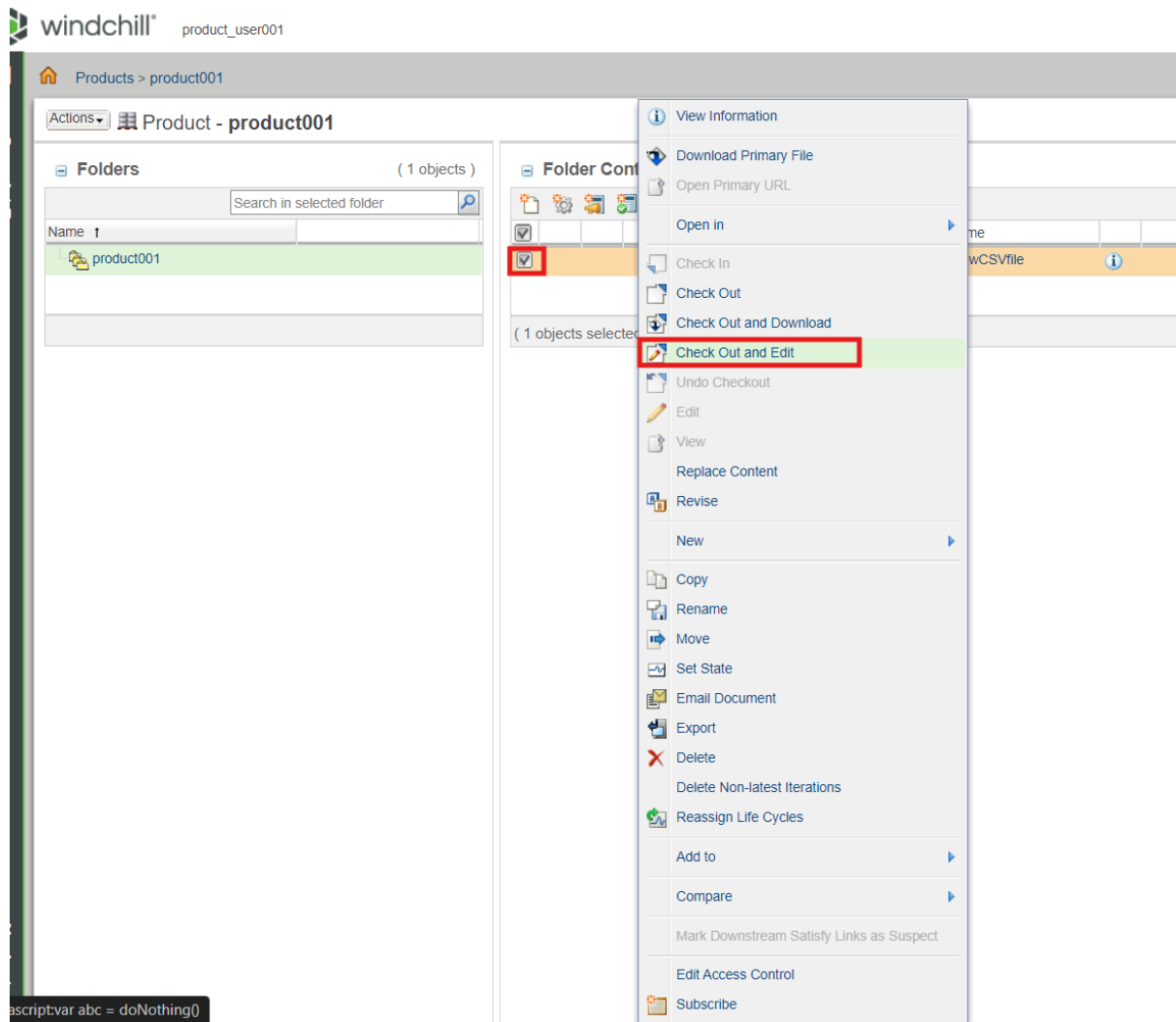


Step2: For secondary content, you can attach additional files in the "Attachments" section- >Attach new local file ->Finish.



### 1.1. Checking the document object, change the primary content and checkout the document object.

Step 1: Select the document -> mouse Right click-> Checkout and edit.



Step 2: Download the Primary content file & edit some details into it and then save it in your local files by edited name of that file & then add that file in the browse -> Save -> Check in. After Check in will find the version which have been saved.

Edit - Google Chrome

Not secure gauri.gc/Windchill/ptc1/document/edit?context=comp%24folderbrowser\_table%24OR%3Awt.f...

Edit

1

2

Set AttributesSet Attachments

Product:product001  
Type:Document  
Number:0000000021

\* Primary Content Source:Local File

☒ Upload file  
☐ Do not upload file (The server copy of EditedNewCSVfile.CSV will be kept)

\* File Name:

Browse...

Attributes

Name:NewCSVfile

Description:

\* Indicates required fields.

Back

Next

Save

Check In

Cancel

Folder ContentsAll

Actions

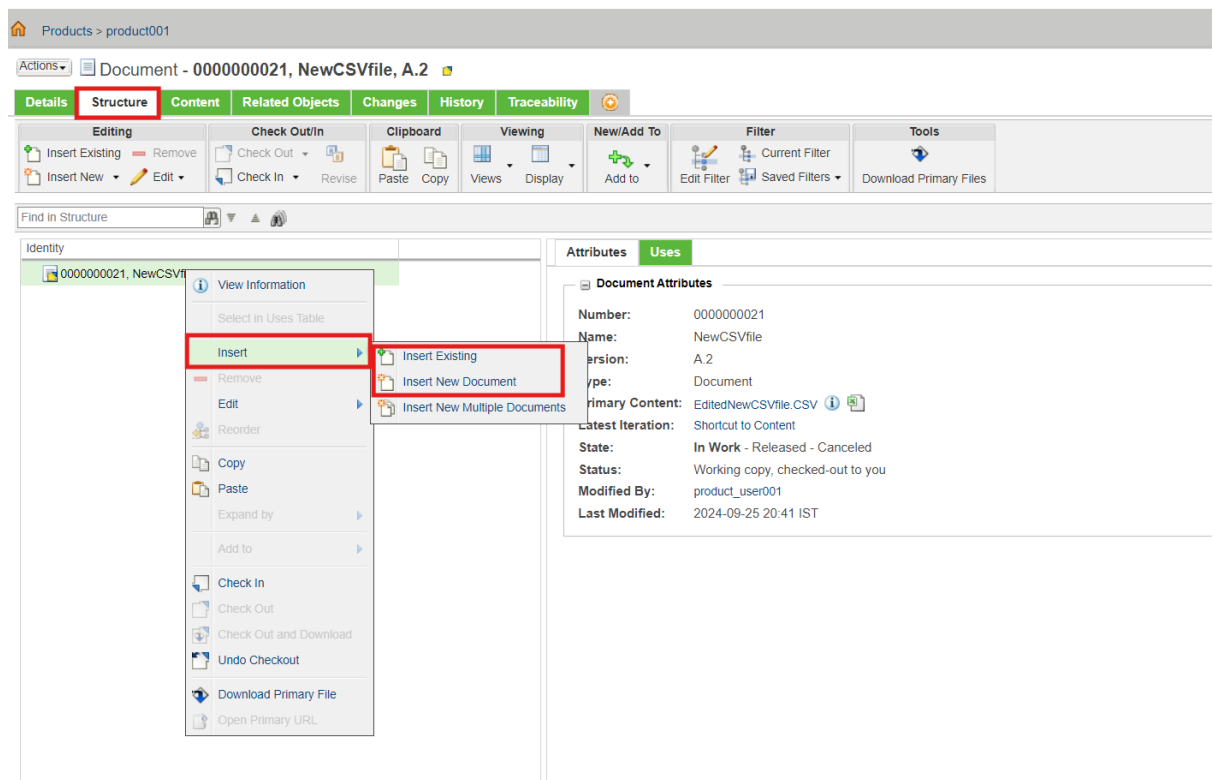
Search in tabl

	Number	Name	Version	State	Last Modified
<input checked="" type="checkbox"/>	0000000021	NewCSVfile	A 2	In Work	2024-09-25 20:41 IST

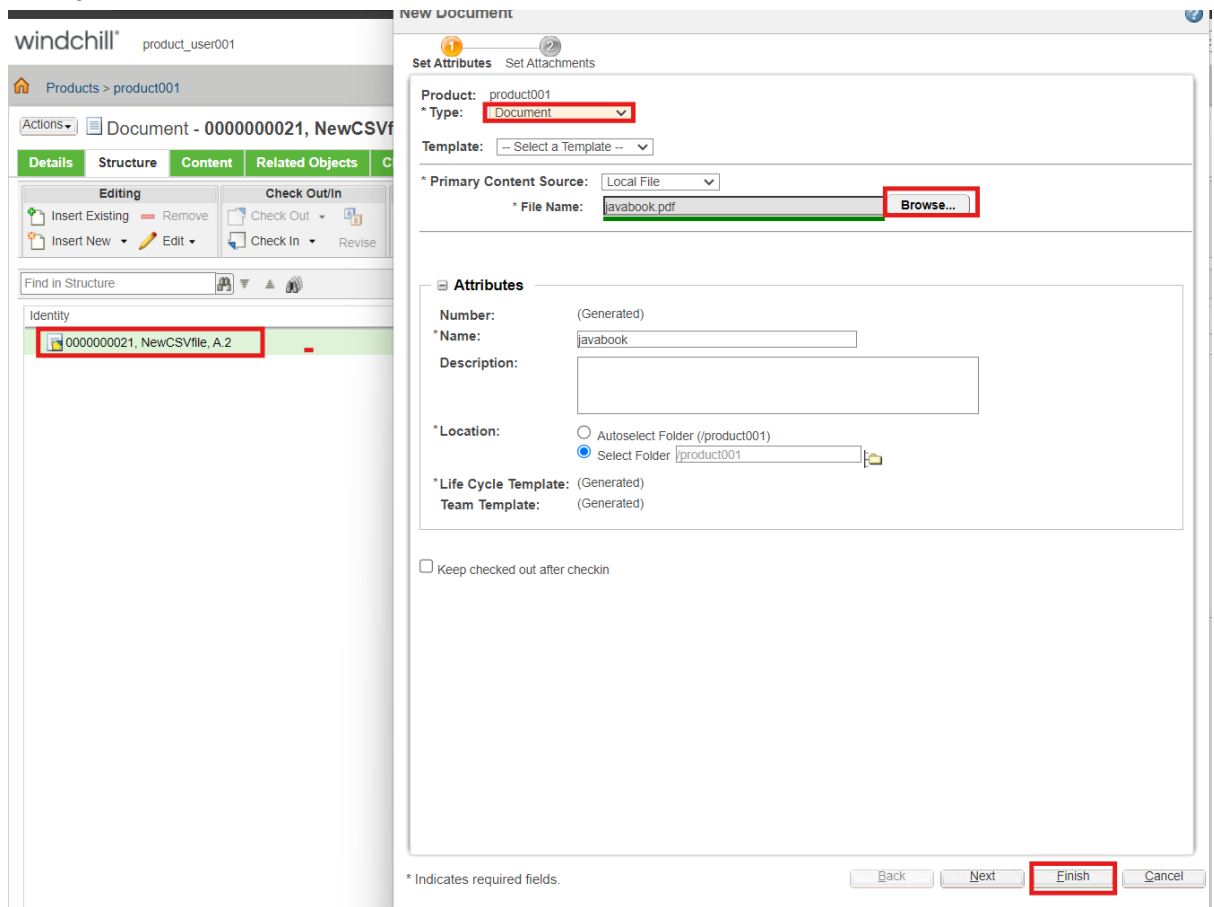
( 1 objects selected )

## 1.2 Create parent child relation in documents.

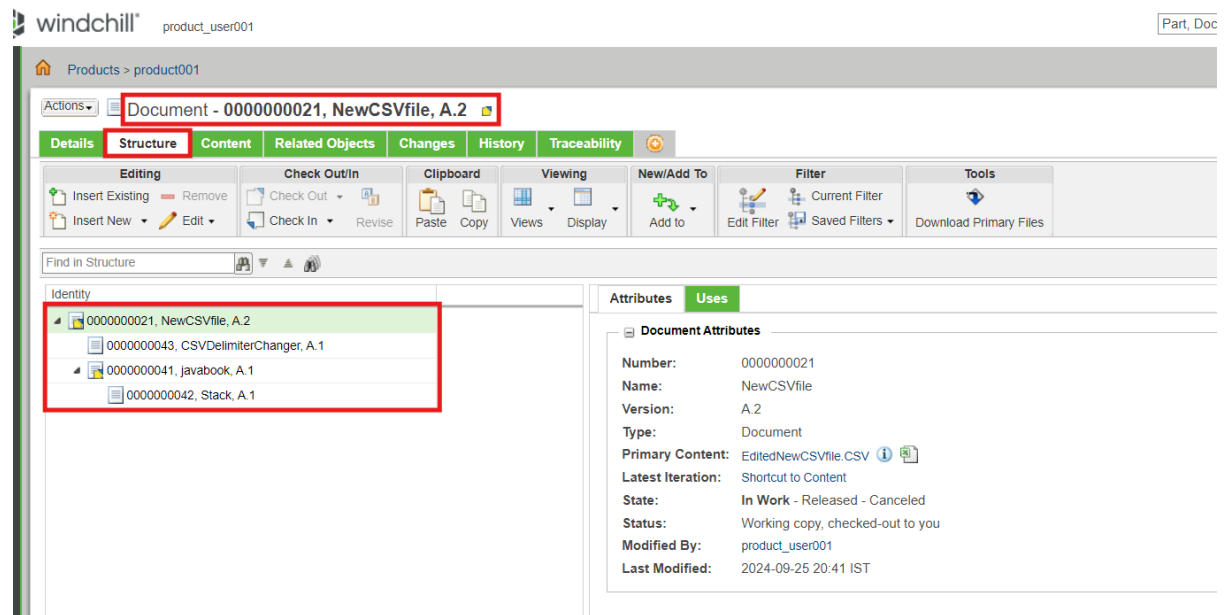
Step1: Open the parent document click on 'Structure' tab. Right click on parent document and select insert and choose existing or new document.



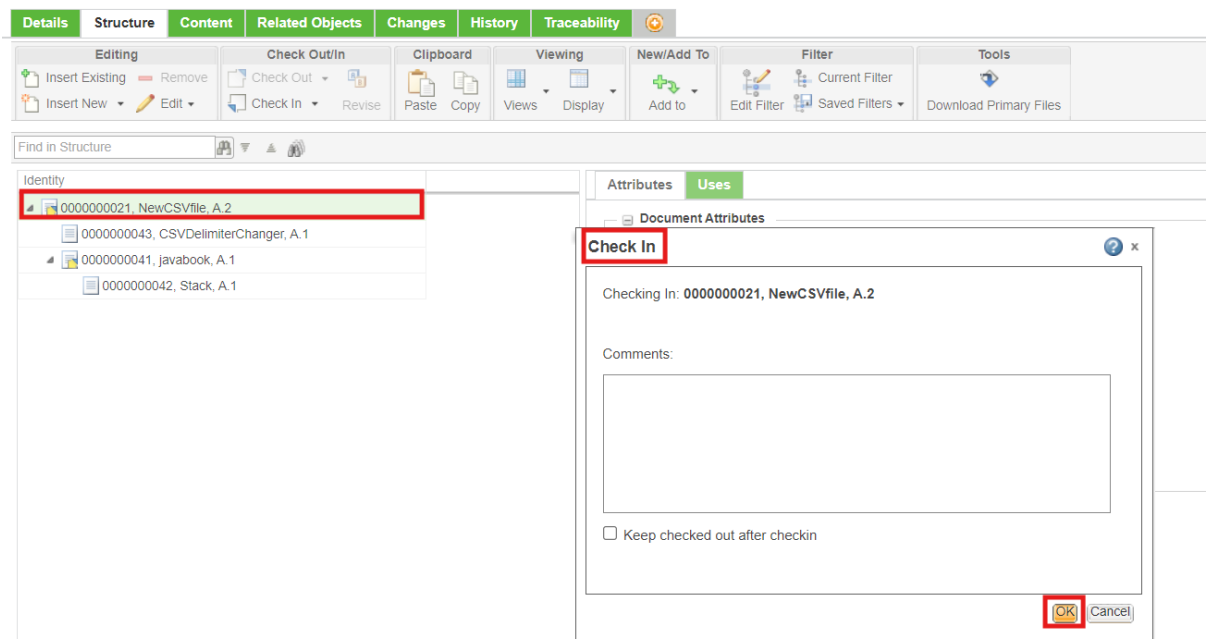
Step2: choose 'Document' in dropdown list -> browse a document from local ->fill required fields ->Finish.



After adding all files, below is the screenshot showing Parent-Child relation.



Step3: To save above Parent-Child relation in documents -> Click right click & then click on check in -> ok.



## 2. Create Part object:

Step1: Go to the 'Parts' tab click on New Part and fill in the required fields -> choose Part in dropdown list->Finish

Products > product001

Actions ▾ **Product - product001**

Folders (1 objects)

Search in selected folder

Name 1

product001

Folder Contents (0 objects selected)

New Part

Set Attributes

Product: product001

\* Type: Part

\* Create as End Item: No

Part Attributes

Number: (Generated)

\* Name: Batch5

\* Assembly Mode: Separable

\* Source: Buy

View: Design

\* Default Trace Code: Untraced

\* Default Unit: each

\* Gathering Part: No

\* Life Cycle Template: (Generated)

Team Template: (Generated)

\* Location:
 ☐ Autoselect Folder (/product001)
 ☒ Select Folder /product001

☐ Create CAD Document  
☐ Keep checked out after checkin

\* Indicates required fields.

Back Next **Finish** Cancel

Step2: After creating Part, checkout & edit first by right click by selecting Part & then save it & check in.

Edit Part - Google Chrome

Not secure gauri.gc/Windchill/ptc1/part/edit?context=comp%24folderbrowser\_table%2...

Edit Part

Set Attributes

Product: product001

Type: Part

Number: 0000000001

Name: Batch5

Version: A.3 (Design)

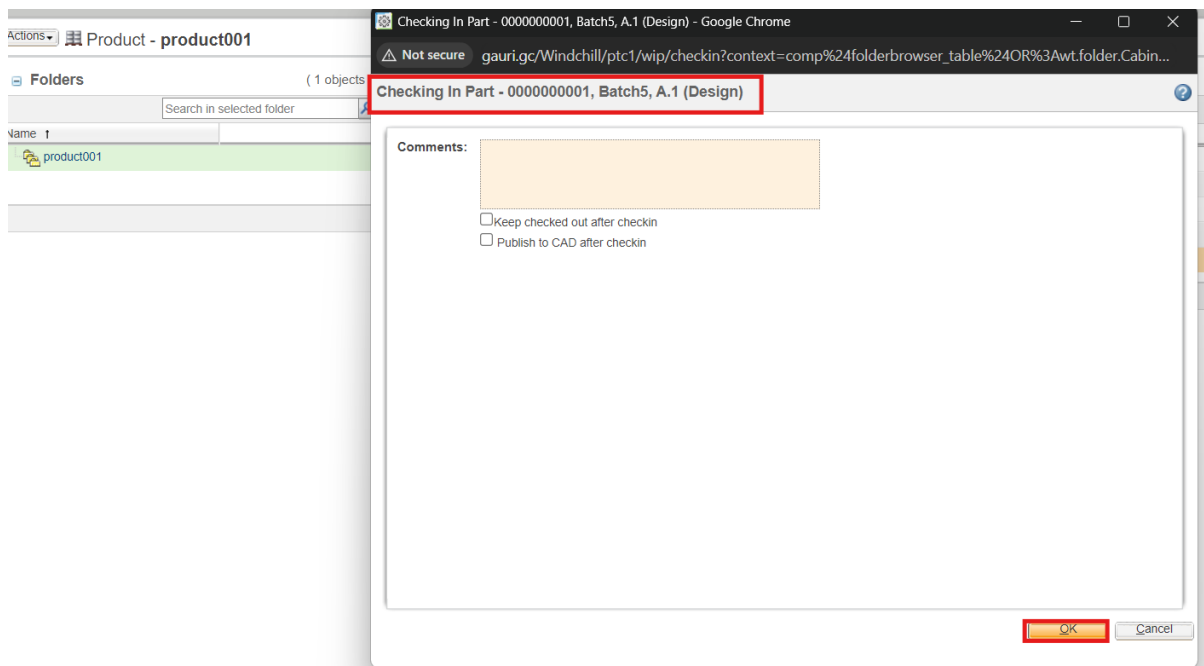
Attributes

\* Assembly Mode: Separable

\* Source: Buy

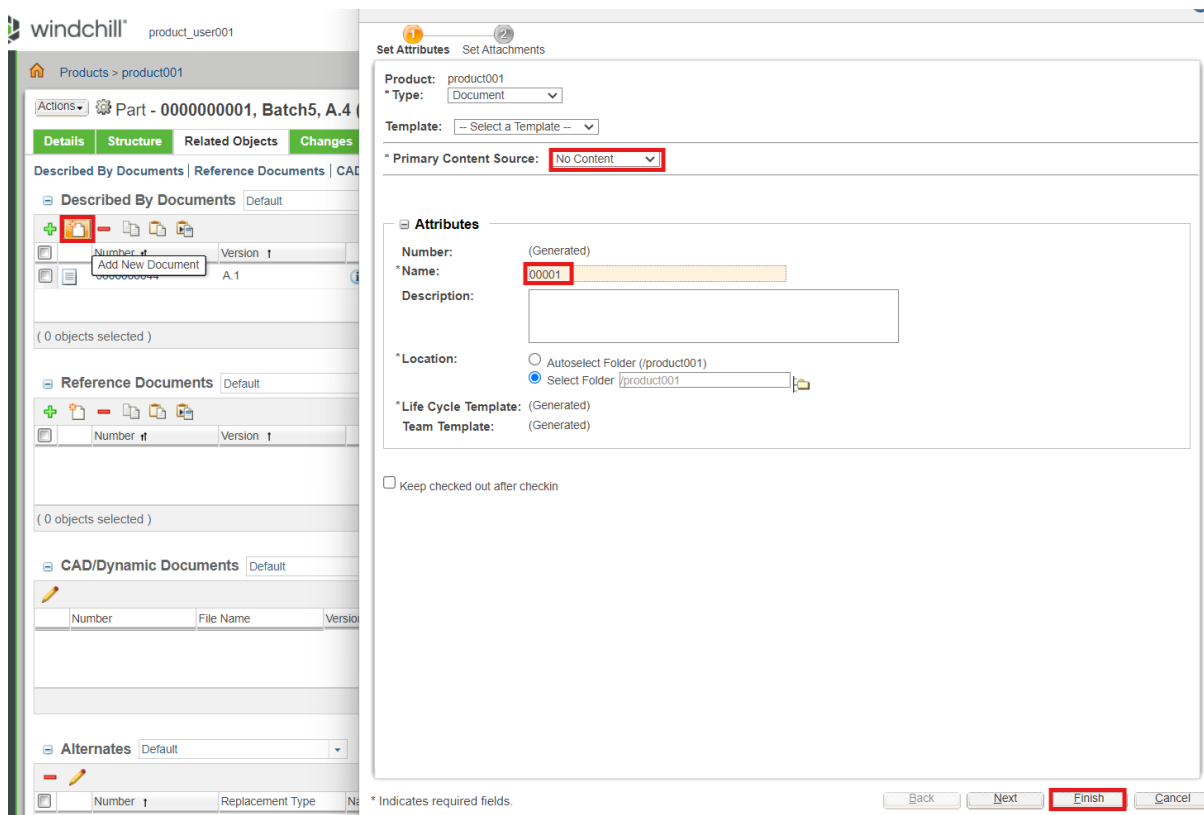
\* Indicates required fields.

Back Next **Save** Check In Cancel



## 2.1. Create BOM structure, Parent Child relation in parts:

Step1: Open the parent Part click on 'Related Objects' section. Under 'Described by the document' tab choose Add new document(icon).





Actions ▾ Part - 0000000001, Batch5, A.4 (Design) ▾

Details Structure Related Objects Changes History Where Used Traceability ⚙

Described By Documents | Reference Documents | CAD/Dynamic Documents | Alternates | Substitutes

Described By Documents Default ▾

Number	Version	Name	Context	State	Last Modified
0000000044	A.1	00001	product001	In Work	2024-09-26 01:12 IST

After the Document link -> Go to actions drop down list & then click on check in to save it.

Checking In Part - 0000000001, Batch5, A.4 (Design) - Google Chrome

Not secure gauri.gc/Windchill/ptc1/wip/checkin?componentType=INFO&cacheBuster=1727293366475&tlnType=pa...

Checking In Part - 0000000001, Batch5, A.4 (Design) ?

Comments:

☐ Keep checked out after checkin

☐ Publish to CAD after checkin

OK Cancel

Step2: Similarly, on 'Related Objects' section. Under 'Reference documents' tab choose Add new document(icon).

windchill® product\_user001

Products > product001

Actions Part - 0000000001, Batch5, A.5

Details Structure Related Objects Changes

Described By Documents | Reference Documents | CAD

Described By Documents Default

Number	Version
0000000044	A.1

( 1 objects selected )

Reference Documents Default

Add New Document Version

( 0 objects selected )

CAD/Dynamic Documents Default

Number	File Name	Version
--------	-----------	---------

Alternates Default

Number	Replacement Type	Name
--------	------------------	------

\* Indicates required fields.

Back Next Finish Cancel

Set Attributes Set Attachments

Product: product001

\* Type: Reference Document

Template: -- No Templates Available --

\* Primary Content Source: No Content

Attributes

Number: (Generated)

\* Name: 00002

Description:

\* Location:

☐ Autoselect Folder (/product001)

☒ Select Folder /product001

\* Life Cycle Template: (Generated)

Team Template: (Generated)

☐ Keep checked out after checkin

Reference Documents Default

Number	Version	Name	Context	State	Last Modified
0000000045	A.1	00002	product001	In Work	2024-09-26 01:22 IST

After the Document link -> Go to actions drop down list & then click on check in to save it.

Checking In Part - 0000000001, Batch5, A.5 (Design) - Google Chrome

Not secure gauri.gc/Windchill/ptc1/wip/checkin?componentType=INFO&cacheBuster=1727293973887&tlnType=par...

Checking In Part - 0000000001, Batch5, A.5 (Design)

Comments:

☐ Keep checked out after checkin

☐ Publish to CAD after checkin

OK Cancel

Step3: Under parent part -> "Structure" tab right click -> 'insert New' and fill required attributes and other BOM-specific information->finish.

Similarly add few more child part under parent to form BOM structure -> check in to save it the Parent-child relation.

