

Engineering Workflow – Certification Functionality

A. Certification Staff (Setting up OMT Members, Unit Members)

The certification staff screen allows an administrator to specify which employees show up as Unit and OMT Members.

You can access this screen from the main document workflow screen: (See below)

Field Engineering Drawing Status System

File Admin Users Programs **Certification Staff**

Enter: Find Clear

☐ Show Status Complete (OKC: Gate 6, Canada: Gate 9) Refresh Grid

Drag a column header here to group by that column

White Board Number	Priority	DRN/A...	Program	Location	Type	Drawing Number	Dwg Revision	Drawing Title
00	5543 FT		Jaguar	OKC	RPT		IR	60Hz Power D
00	5543 FT		Jaguar	OKC	RPT		IR	MISSION SYST
00	5543 FT		Jaguar	OKC	RPT		IR	MISSION POW
00	5543 FT		Jaguar	OKC	RPT		IR	MISSION SYST
			Jaguar	OKC	M		P1	UNA SUPPORT
			Jaguar	OKC	M		P1	CLIP
00			Jaguar	Toronto	RPT		IR	Bird Strike Ans
00			Jaguar	Toronto	RPT		IR	Bird Strike Ans
00			Aselsan	Toronto	RWK	010000096	8	GA - Exterior I
00		DRN/2	Aselsan	Toronto	RWK	010000124	8	ASELSAN, Flig
00			Aselsan	Toronto	M	010000126	IR	GA - ASELSAN
00			Aselsan	Toronto	M	010000127	IR	GA - ASELSAN
00			2632 - MIT	Toronto	M	010000129	IR	Interior GA

After you click on the Certification Staff menu item highlighted above, you will see the following screen.

OKC RPT IR MISSION POWER SHEDDING TEST PLAN ELECTRIC

frmCertificationStaff

Drag a column header here to group by that column

Record ID	Name	Lead Cert Engineer	Unit Member	Unit Member Specialty	FAAOMT Member	FAAOMT Member Specialty
1	Jim Webster	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Astro	<input checked="" type="checkbox"/>	Reds
2	Paul	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>	Test
*		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	

Save

current record Save Grid Data Submit New Drawing Request Close

B. Program Management (Defining Programs, Setting Up Certification Preferences by Program)

Field Engineering Drawing Status System

The screenshot shows the 'Admin' menu with 'Programs' highlighted. Below the menu is a search bar with 'Find' and 'Clear' buttons. A table displays drawing data with columns for White Board Number, Priority, DRN/A..., Program, Location, Type, and Drawing Number.

White Board Number	Priority	DRN/A...	Program	Location	Type	Drawing Number
00	5543 FT		Jaguar	OKC	RPT	
00	5543 FT		Jaguar	OKC	RPT	
00	5543 FT		Jaguar	OKC	RPT	
00	5543 FT		Jaguar	OKC	RPT	
			Jaguar	OKC	M	
			Jaguar	OKC	M	
00			Jaguar	Toronto	RPT	
00			Jaguar	Toronto	RPT	
00			Jaguar	OKC	RPT	

After you click on the Programs menu item highlighted above, you will see the following screen.

The screenshot shows the 'Programs' screen. On the left is a list of projects with columns for Project Number and Program Name. On the right is a 'Project Details' section with fields for Project #, ACT #, Project Name, Short Form, and PDF Folder. At the bottom left are 'New Project' and 'Delete' buttons. At the bottom right is a 'Certification Manager' button. Arrows point from the 'Delete' button to the text 'Select the project in the grid and click Delete to remove the project.' and from the 'Certification Manager' button to the text 'Setup certification defaults for the project selected in the grid here!'.

Projects:

Project Number	Program Name
0	Aselsan
0	Jaguar
0	2632 - MIT
0	2638/2639 CBP
0	2637 - ICG
0	2635 - Jaguar
0	2627 - CAE CT-156
0	2541/2592/2642/2643 - Sojitz
0	2557/2561/2641 - SNC
0	2615 - SCG EO/IR
0	Sherpa
0	KC-135
0	KC-10
0	2519 - AOD Kit DHC-8-300
1234	Test
0	Transport Canada

Project Details:

Project #: ACT #:

Project Name: Short Form:

PDF Folder:

Active? ☒ True

New Project:

Format: ☐ Standard / FAWL ☐ Legacy / FAEL

Project #:

Certification Manager

To setup the certification defaults for a program, click on the button pictured above labeled Certification Manager. When you click on this button, you will be taken to the following screen.

Program Information

Program Name: Jaguar Project #: 0 Act #:

PDF Folder #: Short Form:

FAA Project #:

Lead Certification Engineer:

Unit Member:

FAA/OMT Member:

Program/Project Information

If you specify a FAA Project #, the value will auto fill when creating a workflow entry with the same program designation as above.

Select the value in the left and click the Arrow Right button to have the member appear in the certification manager screen for a drawing.

Save Program Cert Preferences

C. Certification Screen (Document Level)

To access the certification screen for a drawing, click the highlighted button. (See below example)

FileAdmin

<< Return to☐ Show Status Complete (OKC: Gate 6, Canada: Gate 9)

Drag a column header here to group by that column

	White Board Number	Priority	DRN/A...	Program	Location	Type	Drawing Number
▼	00			Jaguar	Toronto	RPT	
	00			Jaguar	Toronto	RPT	
	00			Jaguar	OKC	RPT	
	00			Aselsan	Toronto	RWK	010000096
	00		DRN/2	Aselsan	Toronto	RWK	010000124
	00			Aselsan	Toronto	M	010000126
	00			Aselsan	Toronto	M	010000127
	00			2632 - MIT	Toronto	M	010000129
	00			2632 - MIT	Toronto	M	010000137
	00			2632 - MIT	Toronto	M	010000138
	00			2632 - MIT	Toronto	M	010000139
	00			Transport Canada	Toronto	M	010000150
	00			Jaguar	OKC	M	0420202001
	00			Aselsan	Toronto	M	112000007
	00			Aselsan	Toronto	M	112000008
	00			Aselsan	Toronto	M	113000055
	00			Aselsan	Toronto	M	113000056
	00			Jaguar	OKC	RPT	16B-0000-0000
00	5546 CERT	▼		Jaguar	OKC	M	16B-0000-0001
	00			Jaguar	OKC	RPT	16B-0000-0200
	00	5546 FT		Jaguar	OKC	RWK	16B-0000-0900
	00	5546 CERT		Jaguar	OKC	M	16B-0000-1001
	00	5543 FT		Jaguar	OKC	M	16B-0000-1002
	00	5543 FT		Jaguar	OKC	M	16B-0000-1003

Edit/View Row

Certification Status

Delete current record

Save Grid Data

Submit New Drawing Req

After clicking on certification status, you will see the following screen.

11/11/2020 10:10:10 AM

Drawing Info

Drawing #: 168-0000-0001

Revision: IIR

Drawing Title: General Arrangement, Missionized G550

Status: GATE 1: DWG Ready For Drafter

Program: Jaguar

UM Approvals

☒ Show All UM Members

Drag a column header here to group by that column

UM Name	UM Specialty	Required To Approve	UM Approval	UM Recommend Approval	Comments
Jim Webster	Astro	<input type="checkbox"/>		Not Applicable	

Check Required to Approve to mark a member as needing to approve

AA OMT Approvals

☐ Show All FAA OMT Members

Drag a column header here to group by that column

FAA OMT Name	FAA OMT Specialty	Required To Approve	FAA OMT Approval	Comments
Jim Webster	Reds	<input checked="" type="checkbox"/>		

Certification Review Status

Comments

Save

Attachments

8100-9/FAA Approval Attachments

Drag a column header here to group by that column

Record ID	Dwg Record ID	File Path	File Description	Img Field	File Name	File Ext
1	35202	03132020.txt	TEST	No image data	03132020.txt	.txt

Delete Selected Attachment

View Selected File

Submit New

Description:

Path:

Browse