**QL Lists - Inspection Method Worksheet**

**Warning: The same data cannot be uploaded multiple times without using the Internal ID, This will cause duplicate data**

Used to Populate the Inspection Method Dropdown List in the Q2 Quality Inspection Worksheet

**Internal ID**

Enter the Internal ID of the Quality Inspection Method List in Cell A2 only



**Value**

Enter the Inspection Method

**Q02 Quality Inspection Worksheet**

**Name:**

Enter the name of the Quality Test here

**Description:**

Enter a description of the test here. This information is displayed on the tablet to assist the Quality Engineer to better understand the goal of the inspection

**Type:**

Select the correct Inspection type from the drop-down list

**Qualitative** - Measure or test item characteristics against defined standards or requirements to confirm compliance.

**Quantitative** - Determine that the correct quantity of items is received in good condition. The result is a pass or fail.

**Inspection Method:**

Select the correct inspection Method from the drop-down list. Used to define how the inspection is performed. For example, visual inspection, scale, or caliper.

This list is populated from the QL Lists - Inspection Method Worksheet

**Mandatory:**

Select T to indicate this inspection cannot be skipped during data collection and all data fields assigned to the inspection will be Mandatory. Select F to not make the test Mandatory

**Detail Frequency (Lot): Used for Lot Controlled Items Only**

Enter a number to determine the number of Lots to create an inspection for (Based on the number of Inventory Detail Transactions entered for each Item Receipt):

If no number is entered only 1 inspection is created

If 0 is entered a test is created for every lot

If 1 is entered every other lot will be skipped

If 2 is entered 2 lots will be skipped between tests

**Sampling Rate:**

if no number or 0 is entered 1 inspection record will be created

if a number is entered then that number of samples will be created for each quality test

if a % is entered then that % of samples will be created for each test based on the quantity received

Note: You may need to change the format of the cell form percent to number

**Allowable Failures**

enter the number of samples that can fail before an inspection failure is triggered

either as a numeric value (3) or a percentage (10%)

Note: You may need to change the format of the cell form percent to number

**Q03 Inspection Fields List Worksheet**

**Name:**

Enter the Field Names for the fields you want to collect data for

This will be used in the Q04 Inspection Data Field Worksheet Field Name Column

**Data Type:**

Select the correct Data Type from the Drop-Down List

**Note: Only values that appear in the drop-down list can be used**

**Q04 Inspection Data Field Worksheet**

**Assigning the Inspection Data Fields to a Inspection**

**Warning: The same data cannot be uploaded multiple times without using the Internal ID, this will cause duplicate data**

**Inspection:**

Select the Inspection Test from the Drop-Down List that you want to assign a Data Field to

**Sequence:**

Enter a number to define the order in which inspection data will be collected (displayed on the Tablet)

For Example 10, 20, 30

**Field Name:**

Select the Data Field from the drop-down list that you want to add to the Inspection

**Data Type:**

The Data Type will automatically populate based on the Data Field selected

**Instructions**

This information will be displayed when you click the help icon on the tablet

**Inspection Validation**

Will not be uploaded, used to validate information of future worksheets

**Q05 Standard Fields List Worksheet**

**Name:**

Enter the Name of the Standard Field (For Example: Upper Control Limit)

Inspections standards provide guidelines for inspectors to follow while performing inspections.

They can also be used to establish inspection pass or fail criteria.

Inspection standards can represent organizational or industry standards that define acceptable production measurements or values.

These standards relate to data fields through inspection rules.

**Data Type:**

Select the correct Data Type from the Drop-Down List

**Note: Only values that appear in the drop-down list can be used**

**Q06 Inspection Standard Worksheet**

**Assigning a Default Value to a Standard Field**

**Warning: The same data cannot be uploaded multiple times without using the Internal ID, this will cause duplicate data**

**Inspection:**

Select the Inspection that you want to add Standard Fields to from the drop-down list

**Standard Field:**

Select the Standard Field you want to assign to the Inspection. Standard Fields are used when setting up Rules

Examples include: Upper Control Limit, Lower Control Limit, Expected Value

**Data Type:**

The Data Type will automatically populate based on the Standard Field selected

**Default Value:**

Enter the standard default value. This represents the default inspection standard value

Example: Lower Control Limit = 140 degrees F

**Inspection Validation**

Will not be uploaded, used to validate information of future worksheets

**Q07 Inspection Pass Rule Worksheet**

**Creating the Requirements to pass a test**

**Inspection:**

Select the Inspection that you want to add rules to from the drop-down list

**Sequence:**

Enter a sequence number to specify the order in which the rules will be evaluated

**Name:**

The Rule Name will be automatically populated

The Rule should be setup based on the Requirements needed to pass the test

**Rule Type:**

The Rule type will automatically populate to Standard once a Rule Name is entered

**Inspection Field:**

Select the Inspection Field you want to apply the rule to from the drop-down list

**Data Field Check**

Used as part of the Data Field Verification process

**Data Field Verification:**

This is a validation check to ensure that the Data field you selected has been assigned to the Inspection, if not it will need to be assigned before the data can be uploaded into NetSuite

**Criteria:**

Select the correct comparison rule from the drop-down list

**Standard Field:**

Select the Standard Field that you want to compare the Inspection Field to from the drop-down list

**Standard Field Check**

Used as part of the Standard Field Verification process

**Standard Field Verification:**

This is a validation check to ensure that the Standard field you selected has been assigned to the Inspection, if not it will need to be assigned before the data can be uploaded into NetSuite

**Q08 Quality Specification Worksheet**

**Name:**

The Specification Name will be used to allow grouping of multiple inspection tests to be assigned to Items in NetSuite

**Description:**

Enter a description of the Specification Name

**Q09 Quality Spec. Inspection Worksheet**

**Assigning Inspections to a Specification**

**Warning: The same data cannot be uploaded multiple times without using the Internal ID, this will cause duplicate data**

**Specification:**

Select the Specification from the drop-down list that you want to add Inspections to

**Sequence:**

Enter a Sequence number.

This determines the order in which the inspection appears on the data collection form on the Tablet.

Sequence must be unique for the Specification

**Inspection:**

Select the Inspection to assign to the Specification from the drop-down list

**Inspection Method from Q02**

This is the original Inspection Method assigned to the Inspection

**Inspection Method Override**

Select a new Inspection Method from the drop-down list if you want to change the original method assigned to the inspection

**Inspection Method:**

The Inspection Method will default to the Inspection Method from Q2 unless the Inspection Method Override is populated

**Inspection Verification**

Used to validation in future worksheets

**Internal ID for Q12:**

Need to populate after data is uploaded using the Q9 Quality Spec. Inspection Saved Search in NetSuite

This is the internal ID from the Quality Specification Inspection Record that matches the Specification and Inspection

**Conformance Rule Option**

Will display Yes if the inspection has a test associated with it. If this test will cause the specification to fail then it will need to be entered in the Q11 Conformance Rule Worksheet

**Items Worksheet**

Copy and Paste the Item information from NetSuite into the correct columns

NOTE: This worksheet does NOT get uploaded

**QL Lists - Conformance Action**

**Warning: The same data cannot be uploaded multiple times without using the Internal ID, this will cause duplicate data**

Used to Populate the Action Dropdown List in the Q10 and Q11 worksheets

These Values can be incorporated into various Workflows

**Internal ID**

Enter the Internal ID of the Quality Conformance Action List in Cell A2 only



**Value**

Enter the Conformance Action (For Example: Notify Purchasing)

**Specification Context Info**

**Work Centers**

Copy and Paste the Work Centers from NetSuite in the Work Center Column. This is only populated if WIP and Routings are used

NOTE: This worksheet does NOT get Uploaded

**Q10 Specification Context**

**Process to assign the Specification to the Item**

**Item**

Select the Item Name/Number you want to assign the specification to from the Drop-Down List. The Item Description and Item Display Name will automatically populate.

**Item Description**

The Item Description will automatically be displayed once the item is selected

**Item Display Name**

The Item Display Name will automatically be displayed once the item is selected

**Location**

Enter the Location or Locations you want the Specification to be triggered from

Note: if multiple Location are entered use the following symbol between locations |(For example New York | Maine)

**Transaction Type**

Select the Transaction Type from the drop-down list

For Incoming Tests select Receipt from Purchase Order (Note: you will need to Select T or F for Apply to Default. If you Select F you will need to populate the Vendors)

For In process Tests select Assembly / Work Order Build if you are not using Routings, select Work Order Completion if you are using Routings (If you select Work Order Completion you will may want to select a Work Center)

**Specification**

Select the Specification that you want to assign to the Item from the drop-down list

**Action**

Select the Pre-Inspection Action from the drop-down list. This action can be used to build out Workflows

**Apply To Default**

Select T if you want the Specification to be used for all Vendors

**Vendor**

If Apply to Default is F enter the vendor(s) that you want the Specification associated with

Note: if multiple Vendors are entered use the following symbol between locations |(For example ACME | Standard Co.)

**Work Center**

If Transaction Type is Work Order Completion select the Work Center you want the inspection to be triggered off of from the Drop-Down List. (Note the Work Center must be present in one of the routing steps)

If you don't select a Work Center the inspection will trigger on the last operation sequence

**Transaction Frequency**

Enter a Number to indicate the number of Item Receipts to skip between inspection triggers

If nothing is entered or 0 is entered no Item Receipts will be skipped

**Item Verification**

Used for verification in future worksheets

**Q11 Conformance Rule Worksheet**

**Tests that fail and will caused the Specification Status to Fail will need to be entered here**

**Specification:**

Select the Specification from the drop-down list that you want to enter a Conformance Rule for

**Sequence:**

Enter a Sequence number to specify the order in which the rule is evaluated

Sequence must be unique for the Specification

**Name:**

The name will be automatically populated

**Inspection:**

Select the Inspection you are building the Conformance Rule for

**Inspection Check**

Used as part of the Inspection Verification process

**Inspection Verification:**

This is a validation check to ensure that the Inspection you selected has been assigned to the Specification, if not it will need to be assigned before the data can be uploaded into NetSuite

**Action:**

Select an Action from the drop-down list

This action can be used to build out Workflows

**Halt on Failure:**

Select True to stop processing the remaining Inspections

**Conformance Rule Option**

Is used to determine is a Conformance Rule is required. Conformance Rules only apply to Inspections with Rules associated with them

**Q12 Item Inspection Standard**

**Assigning a Unique Standard Value to an Item**

**Specification:**

Select the Specification from the drop-down list that contains the Item you want to change the Standard Value for

**Inspection:**

Select the Inspection from the drop-down list that you want to change the Standard Value for

**Item:**

Select the Item from the drop-down list you want to modify the Standard Value for. The Item Description and Item Display Name will automatically populate.

**Item Description**

The Item Description will automatically be displayed once the item is selected

**Item Display Name**

The Item Display Name will automatically be displayed once the item is selected

**Standard Field:**

Select a Standard Field to apply to the item and inspection from the drop-down list

**Data Type:**

The Data Type should automatically populate based on the Standard Field selected

**Data Field Check**

Used as part of the Data Field Verification

**Data Field Verification:**

This is a validation check to ensure that the Data field you selected has been assigned to the Inspection, if not it will need to be assigned before the data can be uploaded into NetSuite

**Standard Value:**

Enter the new Standard Value

**Q09 Worksheet Lookup**

Will automatically be populated, used for validation purposes only

**Specification Inspection:**

This will automatically populate based on the information in the Q09 Worksheet

**Item Validation**

Used as part of the Item Specification Validation

**Item Specification Validation**

Used to validate if the Item has been assigned to the Specification