



QAD USER REVIEW APPLICATION

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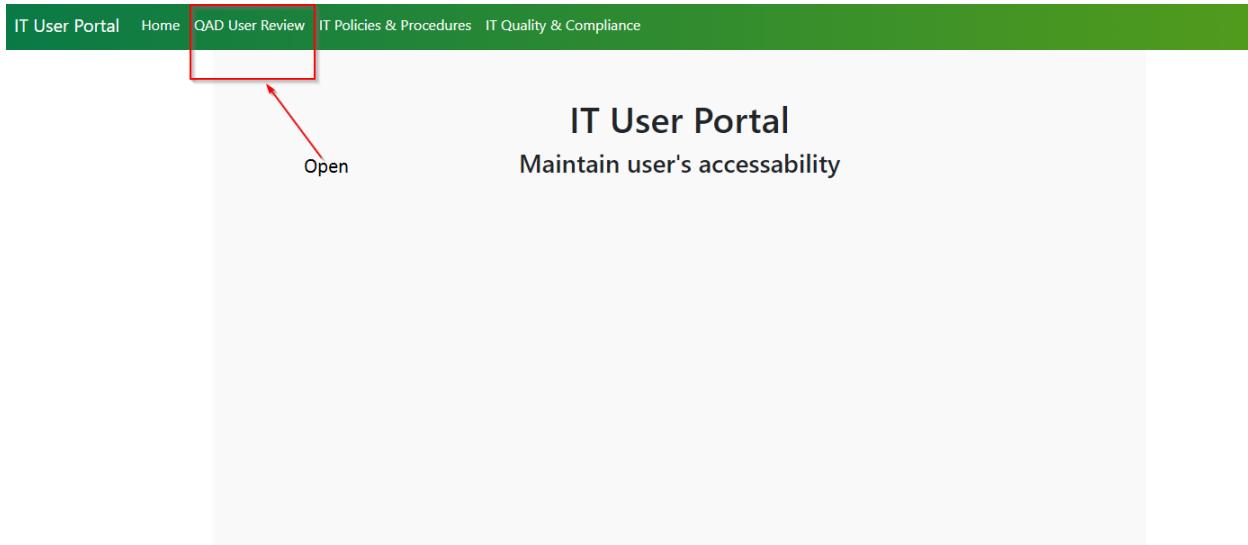
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1. Initial Opening

The application is located on the web on the link: <http://itcompliance.eu.spsx.com/>.

On Tab “QAD User Review” you open the application.

By clicking on the link in the e-mail, you will be directly on QAD User Review tab.



2. Working table

After entering the application and home page is on, please check if your name match with the field **Full Name** under section **Approver**.

If it is not fine, please send a mail with this information to zivojin.petkovic@essexfurukawa.com

QAD REVIEW PROCESS

Approver: Klaus BORSTNER Select by Plant: -- All Plants --	Review Status Number of total cases: 104 Number of open cases: 104 Number of approved cases: 0 Number of disabled cases: 0	Multiple Update of Selection Approve Selection Disable Selection Open Selection				
Working List						
Employee	Plant	System	User Group	Decision	Note	Save
Antoine LHOTE, Finance IVA FR	Meyzieu	CONSO	FRC001 - FR Controller	Open		Details
Antoine LHOTE, Finance IVA FR	Meyzieu	CONSO	FMSITE - FR Meyzieu - S	Open		Details
Antoine LHOTE, Finance IVA FR	Meyzieu	CONSO	FCSITE - FR Comp - SITE	Open		Details
Antoine LHOTE, Finance IVA FR	Meyzieu	CONSO	FRFI01 - FR Finance Mgr	Open		Details
Antoine LHOTE, Finance IVA FR	Meyzieu	QAD France 2007	FRFI50 - FR Finance Acc	Open		Details
Antoine LHOTE, Finance IVA FR	Meyzieu	QAD France 2007	FRFI01 - FR Finance Mgr	Open		Details

1. **Filter Area** – is located at the very top. It can be used to change selection based on Plant, Employee or Decision.
2. **Text Box Status** – Briefly present the number of cases with approved/disabled status, as well as the s number Of Employees
3. **Working Table** – The main object on the form where are all relevant information located
4. **Filed Decision** – With drop-down menu Approved/Disable.
 - **Approved** – When an employee should belong to the User Group
 - **Disable** – When an employee should be removed from the User Group
5. **Mass decision**
 1. **Approved** – When an employee should belong to the User Group
 2. **Disable** – When an employee should be removed from the User Group

Note: If you want to make the mass decision from Disable to Approved, first you must click on the mass decision button “Open” after is changed to Open you can Approve it.
6. **Details** – If you want to see which menus are inside any group you need to click on the “Details” button, picture 2
7. **Save** - Once you are done with the work, please click Save on the right side to close the application, picture 3

Menu Details List

FIENQ010 - GEN FINANCE DA

Menu Name

- 36.17 - Master Data Reports Menu
- 36.17.1 - Master Data Audit Report
- 36.17.2 - Master Table Audit Detail Report
- 36.17.5 - Master Comments Report
- 36.17.6 - Control Tables Report

Picture 1

Information

Data has been sucessfully saved! No changes made.

Number of approved cases: 0
Number of disabled cases: 0

Multiple Update of Selection

Approve
Disable
Open

Working List

Employee	Plant	System	User Group	Decision	Note	Save
em2m		QAD Serbia 2008	EDMMT010 - EDI Maintenance	Open		Details
Milan Manevski	Zrenjanin	QAD Italy 2008	FIENQ010 - Gen	Open		Details

Picture 2

3. Support function

If you need any kind of help, or you want to give some information to IT department, just write a note in the “Note” field or write an e-mail to zivojin.petkovic@essexfurukawa.com. Picture 3

IT User Portal Home QAD User Review IT Policies & Procedures IT Quality & Compliance

QAD REVIEW PROCESS

Approver: Klaus BORSTNER

selected by Note:
-- All Plants --
selected by Employee:
-- All Employee --
selected by Decision:
-- Select Decision --

Review Status

Number of total cases: 104
Number of open cases: 104
Number of approved cases: 0
Number of disabled cases: 0

Multiple Update of Selection

Approve Selection
Disable Selection
Open Selection

Working List

Employee	Plant	System	User Group	Decision	Note	Save
Antoine LHOTE, Finance IVA FR	Meyzieu	CONSO	FR001 - FR Controller	Open		Details
Antoine LHOTE, Finance IVA FR	Meyzieu	CONSO	FMSTE - FR Meyzieu - S	Open		Details
Antoine LHOTE, Finance IVA FR	Meyzieu	CONSO	FC SITE - FR Comp - SITE	Open		Details
Antoine LHOTE, Finance IVA FR	Meyzieu	CONSO	FRH01 - FR Finance Mgr	Open		Details
Antoine LHOTE, Finance IVA FR	Meyzieu	QAD France 2007	FRH00 - FR Finance Acc	Open		Details
Antoine LHOTE, Finance IVA FR	Meyzieu	QAD France 2007	FRF01 - FR Finance Mgr	Open		Details

Picture 3