



QAD USER REVIEW APPLICATION



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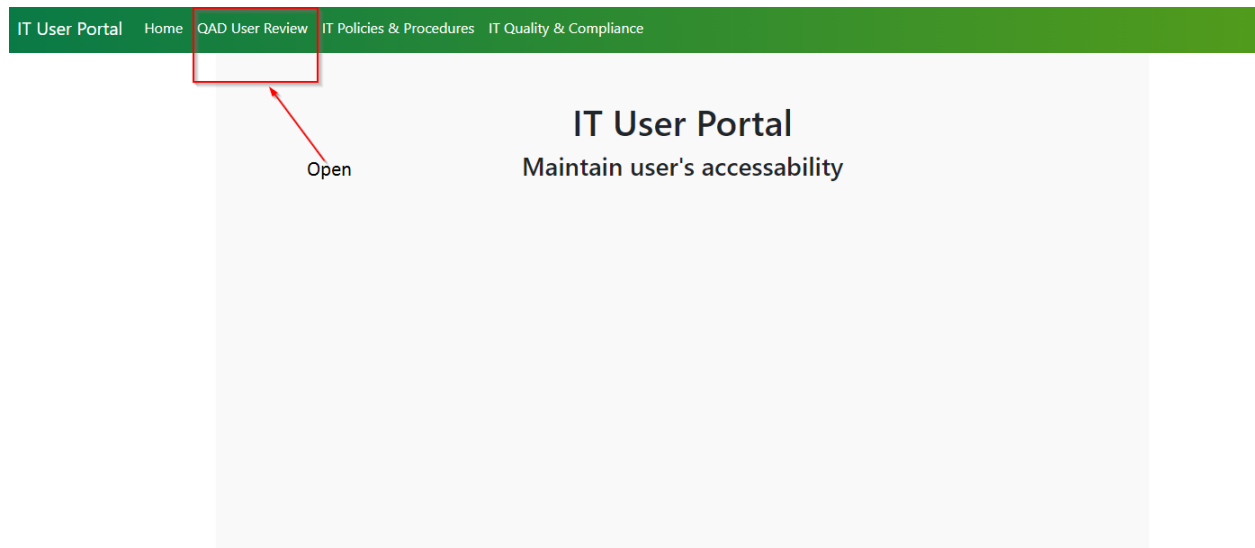
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1. Initial Opening

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 --

Select by Employee:

-- All Employees --

Select 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	
Antoine LHOTE, Finance IVA FR	Meyzieu	CONSO	FRCO01 - FR Controller	Open		Save 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 successfully saved! No changes made.

Approver: Sasa MARJANOVIC

-- Select Employee --

-- Select Plant --

-- Select Decision --

Filter

Reset

Multiple Update of Selection

Approve

Disable

Open

Number of approved cases: 0

Number of disabled cases: 0

Working List

Employee	Plant	System	User Group	Decision	Note	
em2m		QAD Serbia 2008	EDMNT010 - 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

Select by Plant:

-- All Plants --

Select by employee:

-- All Employees --

Select 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	
Antoine LHOTE, Finance IVA FR	Meyzieu	CONSO	FRCD01 - FR Controller	Open		Details
Antoine LHOTE, Finance IVA FR	Meyzieu	CONSO	FRSITE - FR Meyzieu - S	Open		Details
Antoine LHOTE, Finance IVA FR	Meyzieu	CONSO	FRSITE - FR Comp - SITE	Open		Details
Antoine LHOTE, Finance IVA FR	Meyzieu	CONSO	FRFD01 - FR Finance Mgr	Open		Details
Antoine LHOTE, Finance IVA FR	Meyzieu	QAD France 2007	FRFD01 - FR Finance Acc	Open		Details
Antoine LHOTE, Finance IVA FR	Meyzieu	QAD France 2007	FRFD01 - FR Finance Mgr	Open		Details

Picture 3