WINCHILL PLM

Supplier Training - SQP and PPAP Activities

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How to Access the SPQ & PPAP Application

SQP/PPAP : Concepts with Windchill :
- ❖ Windchill : « Objects » used for SQP
- ❖ SQP and PPAP structure inside Windchill The « Project Area for the Supplier »
- ❖ Rules Applied for the Folder Structure

Access the Supplier PROJECT Page

Access SQPs

SQPM (SQP Master – The Body of the SQP)
- ❖ Tab [Details]
- ❖ Tab [Structure]
- ❖ Tab [SQP-Project-PPAP]

SQPD (Task for the Supplier to Post Deliverables)
- ❖ Open the SQPD (Deliverables task)
- ❖ Tab [Details]
- ❖ Tab [Contents]
- ❖ Tab [Routing/Process History]

Post Deliverables and Submit for Review
- ❖ Step 1 - Accessing The Task (SQPD) – Option 1 : From the email
- ❖ Step 1 - Accessing The Task (SQPD) – Option 2 : From the SQP Master
- ❖ Step 2 – Post the Requested Deliverables
- ❖ Step 3 – Submit To Veoneer For Review

How to Vizualize the content of an Approved PPAP
- ❖ Step 1 – Acces the SQP/PPAP Window
- ❖ Check/Read SQPDs included in the PPAP.
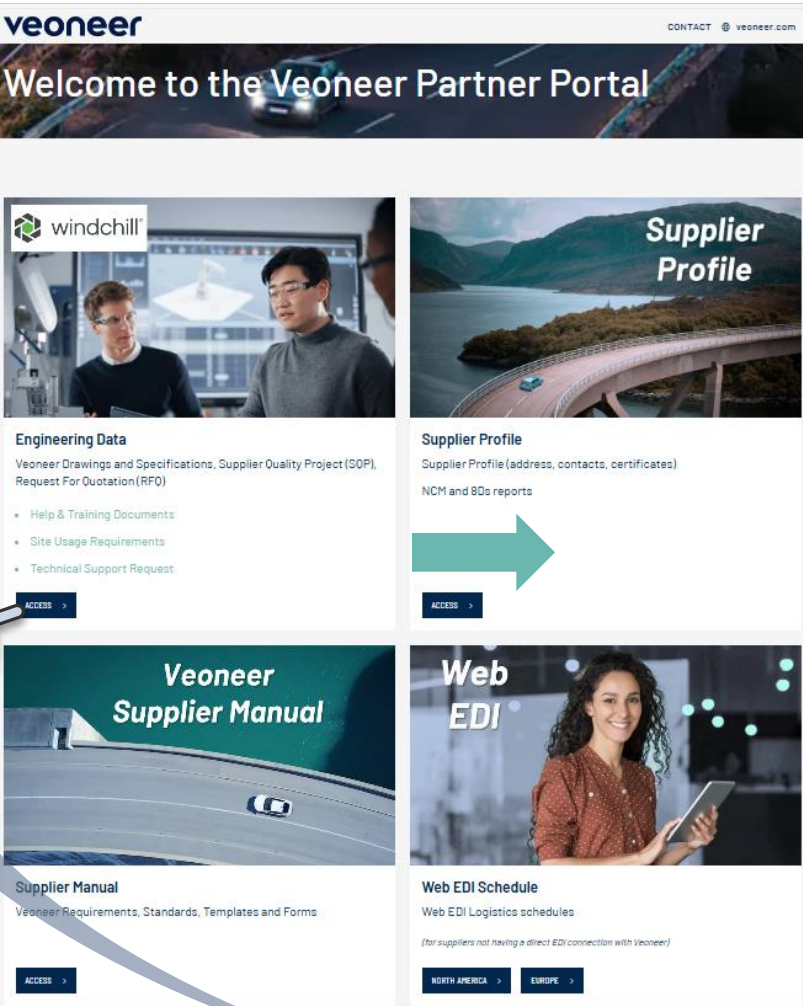- ❖ To Download the PPAP Zip-File.
- ❖ To extract the Zip File.

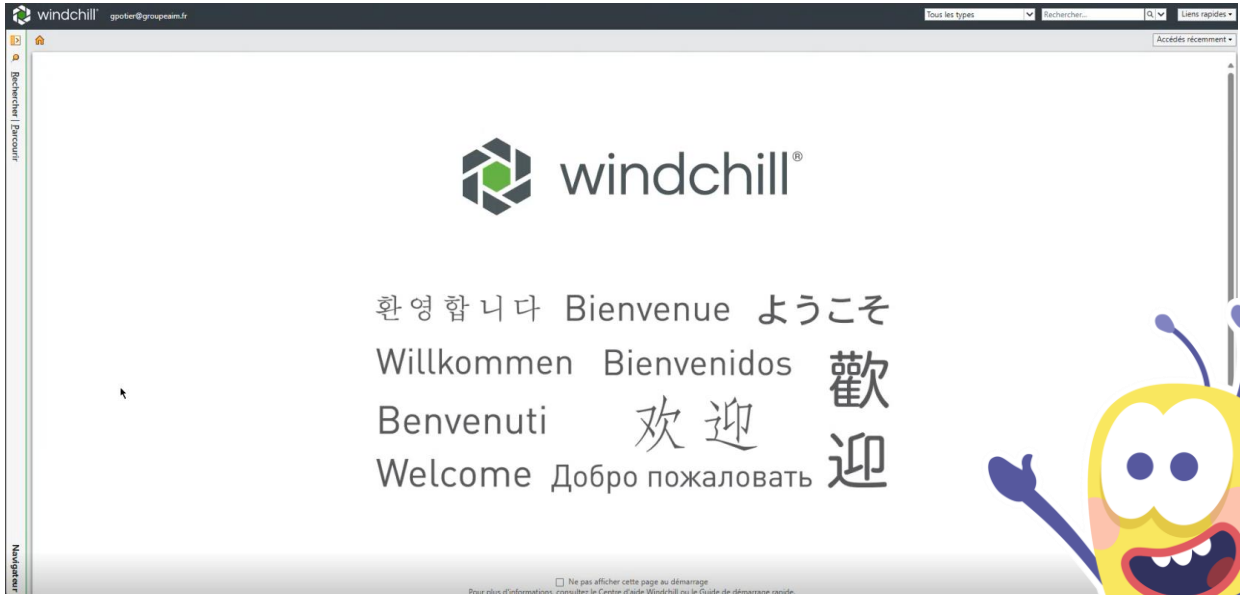# How to Access the SPQ & PPAP Application

How to Access the SPQ & PPAP Aplication

First connect the Veoneer Partner

① In the Section « Engineer Data » Click on [Access]

=> Windchill Front Page is Opening

WINDCHILL - SQP and PPAP Activities

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SQP/PPAP : Concepts with Windchill :

❖ Step Windchill : « Objects » used for SQP

❖ SQP and PPAP structure insideWindchill The « Project Area for the Supplier »

❖ Rules Applied for the Folder Structure

 INTERNAL

SQP/PPAP : Concepts with Windchill

Windchill : « Objects » used for SQP

In the context of Supplier Quality Projects (SQP) and PPAP activities, Windchill should be seen as a large toolbox containing different types of objects. Objects needed for SQP and PPAP activities are the following one :

Veoneer Component Part (= Part Number)

Manufacturer Part (MPN = Manufactuer Part Number)

Veoneer Component Part / Manufacturer Part Number (MPN)
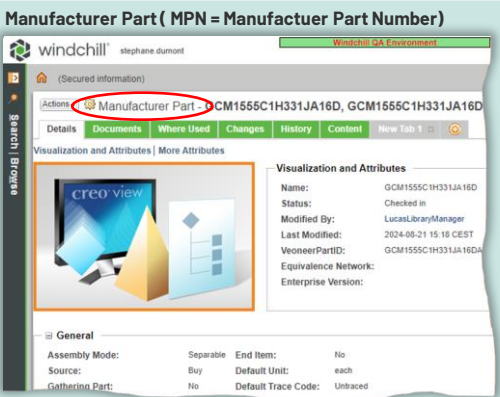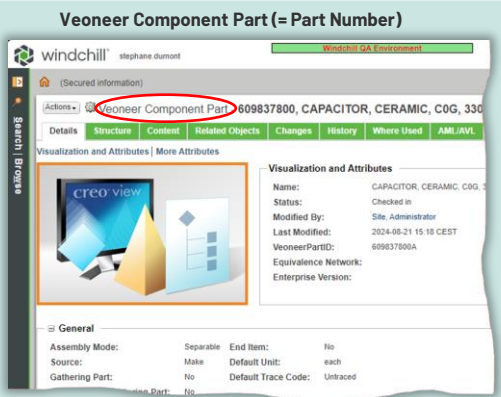
SQP Master / SQP Document / PPAP Package are the « Objects » available for Veoneer Supplier Quality Engineer to Approve Supplier Parts.

SQP Master (SQPM)

SQPD = SQP Document (= Every SQP Task)

Supplier PPAP Package

SQP Master is the « Body » of the SQP. It contains the SQP Structure and PPAP Information.

SQPDs are representing all task to be conducted in the conext of the SQP process. This is where supplier Deliverable are located
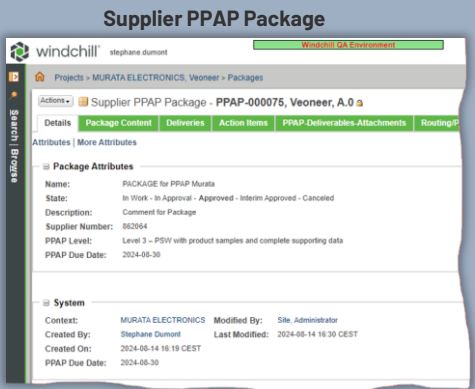
This is the object conaining the PPAP resulting from all SQP activities

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SQP and PPAP structure inside Windchill – The « Project Area for the Supplier »

(PN#) Veoneer Component Part

Manufacturer Part (MPN)

SQP Objects are located in the Windchill Specific « Project » Area of the Supplier

SQP Master

SQP Document 1
(PPAP or SAPQP Type)

SQP Document 2
(PPAP or SAPQP Type)

SQP Document 3
(PPAP or SAPQP Type)

SQP Document 3
(PPAP or SAPQP Type)

Project Area

Supplier PPAP Package

ZIP

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SQP/PPAP : Concepts with Windchill
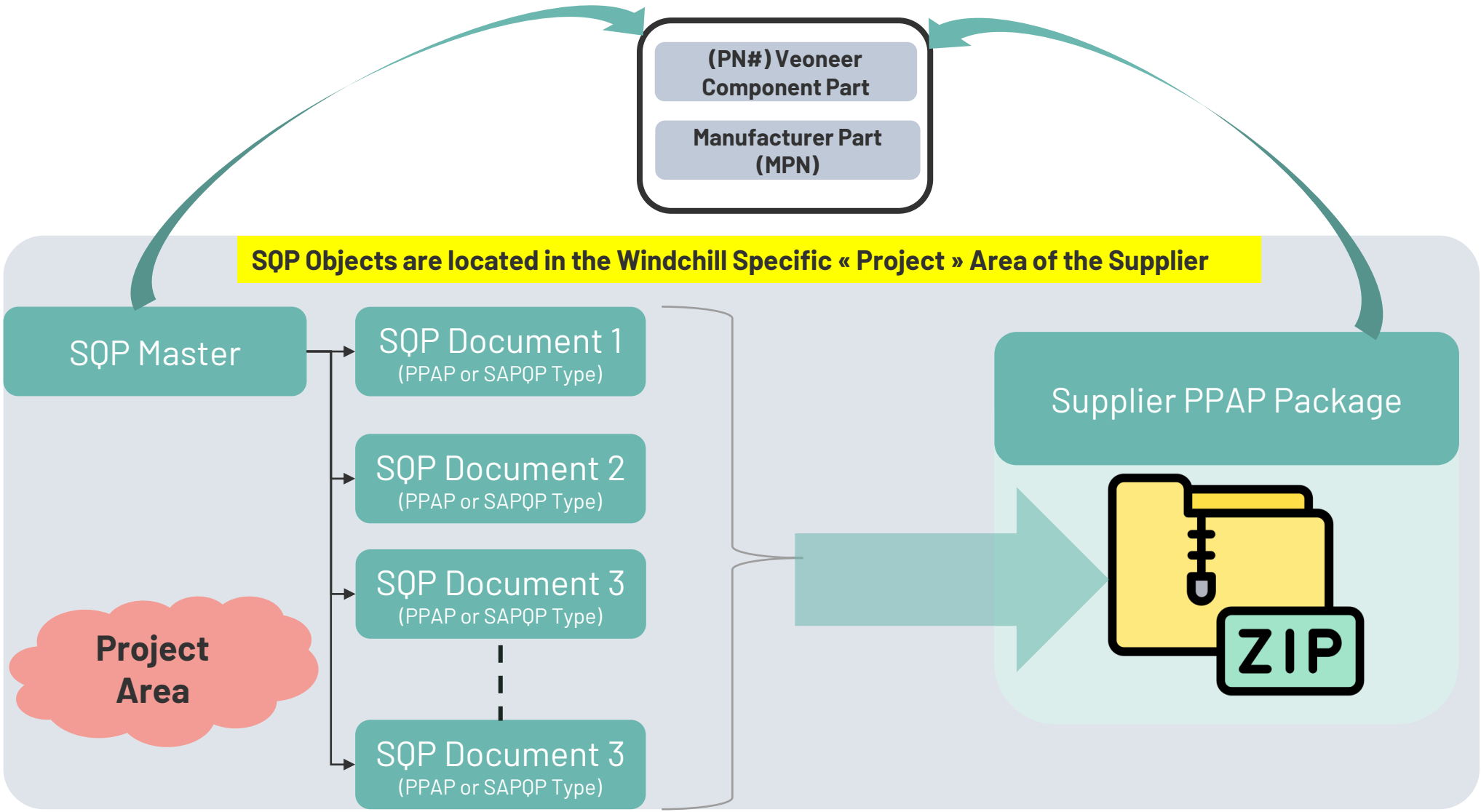
Rules Applied for the Folder Structure

Because the various SQPs will be in a folder-type structures, Supplier Quality must have a structured and coherent overall organization so that we can easily find the information we need.

The following rules will apply :

Under the Folder SQP's, will be one <u>Folder for each Part Number</u>. Convention Name will be :

[Veoneer Part number] – [MEP]

    Example : **«609837800A – GCM1555C1H331JA16D »** .

Under the Folder for the Part Number of interest, will be **<u>one folder per SQP</u>** to be created for that device. Convention Name will be :

[yyyymmdd] –[PN#]–[MEP]–[Reason for SQP] (« yyyymmdd » corresponds to the SQP creation Date – « Reason for SQP» is a short description for the reason why SQP is created)

    Example 1 : *"20240812 – 609837800A – GCM1555C1H331JA16D – First Submission"*

    Example 2 : *"20240924 – 609837800A – GCM1555C1H331JA16D – SCR132"*
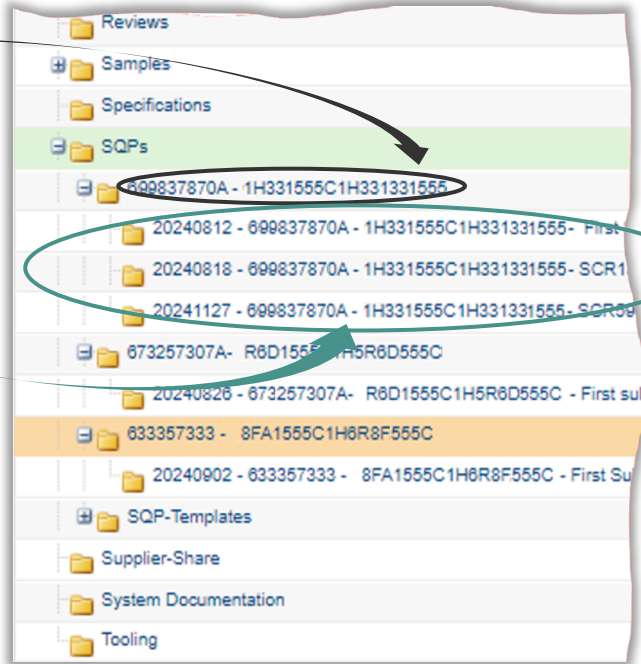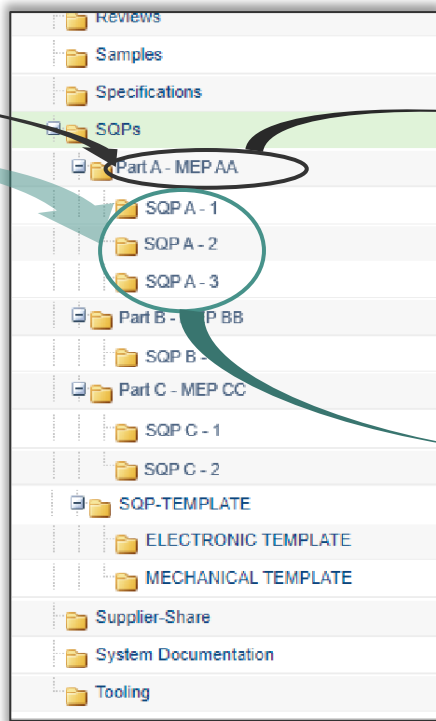
Access the Supplier PROJECT Page

1. Expand the « Navigator » screen
2. Click « Browse »
3. Click « View All »
4. Click on your Supplier Name
5. Click on « Folders »

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Access SQPs

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CONTENT

Access SQPs

From the Project Page :

1 Expand the « SQPs » Folder

2 Expand the Part Number Folder from which you want access SQPs

3 Click on the SQP you want to Access

4 Click SQPM's Name **and look at the result next page**
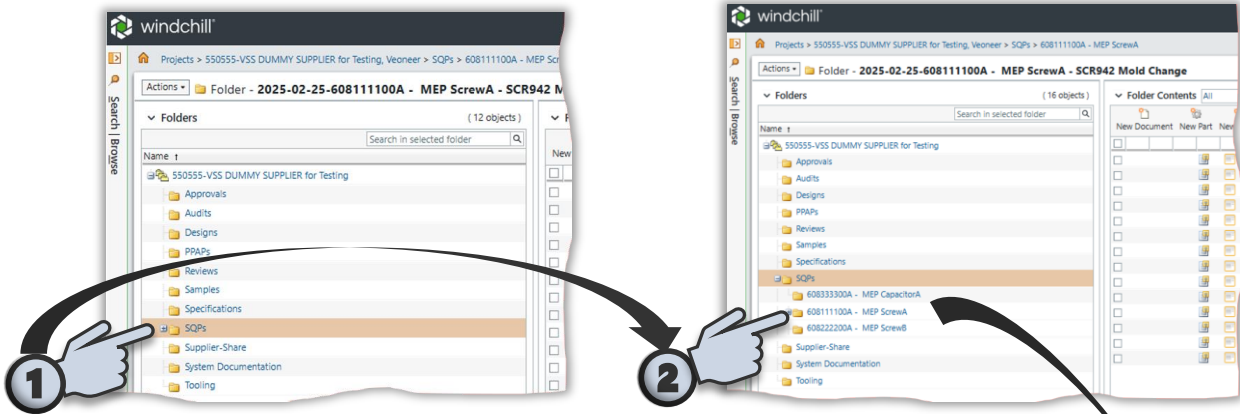
First Level of Folder are for each different Part Number

Second Level of Folders Containing all SQP for the Part Number

SQPD are to be used by Suppliers to upload deliverables. Each SQPD represents one task of the SPQ process

SQPM is the « SQP Master the Body of the SQP.

CONTENT

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SQPM (SQP Master – The Body of the SQP)

❖ Tab [Details]

❖ Tab [Structure]

❖ Tab [SQP-Project-PPAP]

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Tab [Details] ①

Name of the SQP

Device Subject of that SQP

System information, specifically : SQP Status

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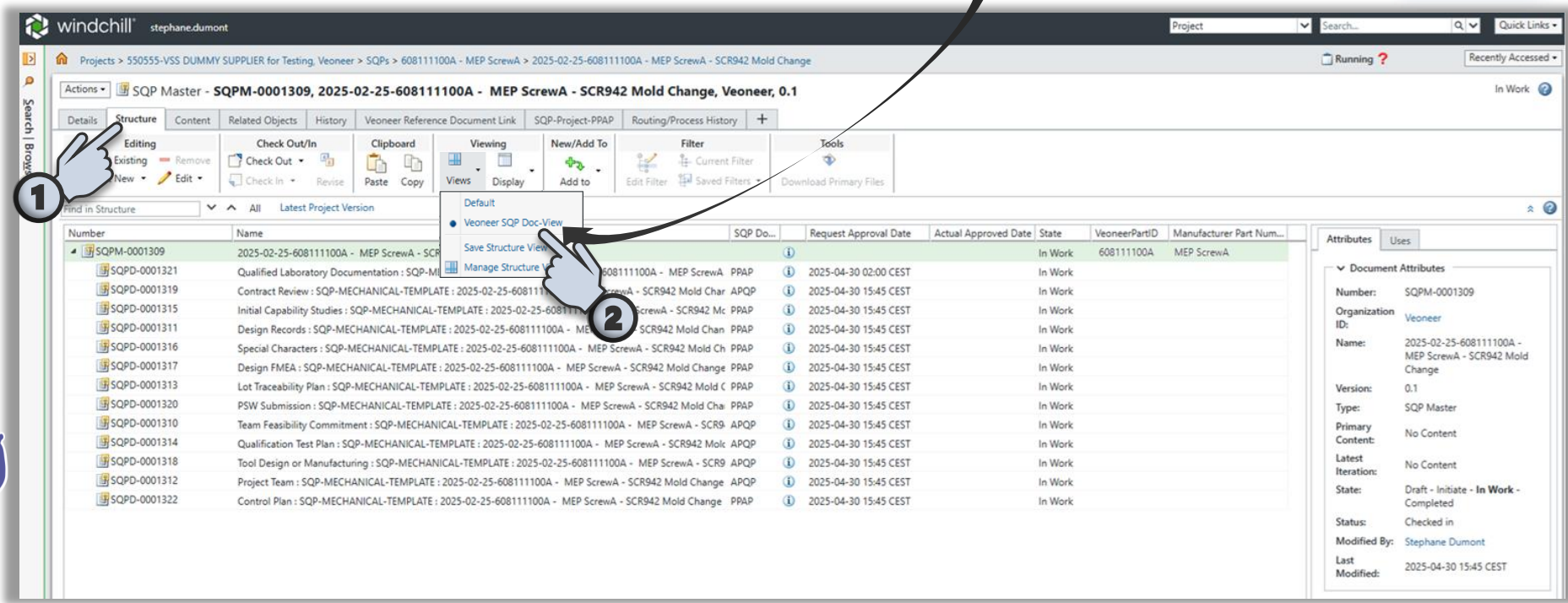
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Tab [Structure] ①

② **The Views selection "Veoneer SQP Doc-View" shall be preferred** ⚠️

This [Structure Tab] is the "main window" showing all important SQP information (Deliverable Name, Due date for deliverables, Status of the deliverable…) are available, and they can access to each deliverable "window".

⚠️ **Note : All SQPD with status= "In Work" are pending the supplier to 1) Upload deliverable and   2) Submit to Veoneer for Review** ⚠️

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Tab [SQP-Project-PPAP] ①

Details in relation with SQP and connected PN#/ MPN (Veoneer setup specific)

This is about the PPAP Package and its content : PPAP zip file, SQPD attached to the PPAP, Zip file, Status of the PPAP, PPAP Due Date, additional file like signed PSW

Same as previous section

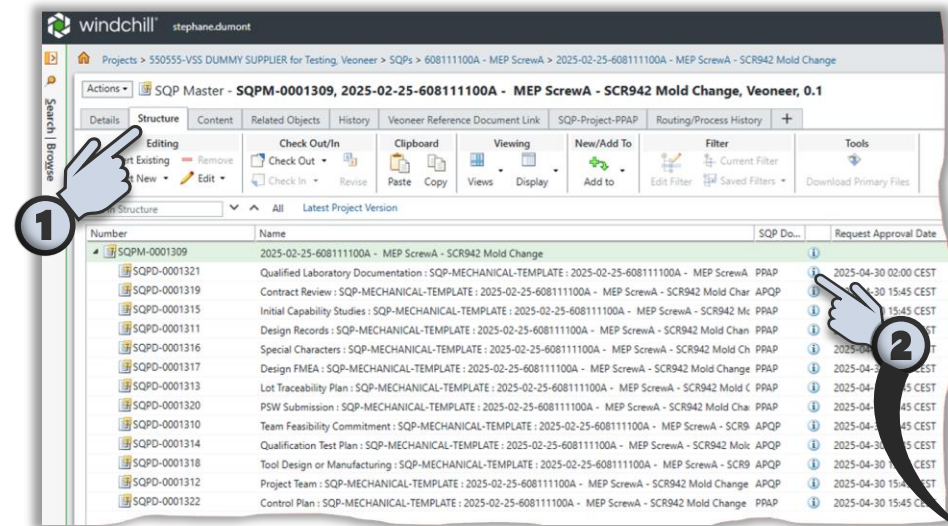Direct access to the PPAP Zip file

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SQPD (Task for the Supplier to Post Deliverables)

❖ Open the SQPD (Deliverables task)

❖ Tab [Details]

❖ Tab [Contents]

❖ Tab [Routing/Process History]

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Open the SQPD (Deliverables task)

1 From the SQPM [Structure] Tab

2 Click on the icon ⓘ "View Information" of the SQPD (Deliverable task) you wish to open

Tab [Details] ①

Name of the Task
For this example the deliverable expected named
« **Qualified Laboratory Documentation** »:

Status of the Task :

- **Draft** : Veoneer Creating the SQPD
- **In Work** : The Supplier to upload deliverables
- **Rework** : Deliverables rejected by Veoneer, Supplier to update corrected deliverables.
- **Under Review** : Veoneer SQ to assign Approver
- **In Approval** : Deliverable under review by Veoneer
- **Approved** : Deliverable Approved by Veoneer

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Tab [Contents] ①

This Tab is to be used by the supplier to Post all required files for the Task.

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SQPD (Task for the Supplier to Post Deliverables)

Tab [Routing/Process History] ①

This Tab is to be used by the supplier to Submit the posted file(s) for Review.

=>Status moves from « In work » to « Under Review »

Post Deliverables and Submit for Review

❖ **Step 1 - Accessing The Task (SQPD) –** <u>Option 1</u> : From the email

❖ **Step 1 - Accessing The Task (SQPD) –** <u>Option 2</u> : From the SQP Master

❖ **Step 2 – Post the Requested Deliverables**

❖ **Step 3 – Submit To Veoneer For Review**

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Step 1 - Accessing The Task (SQPD) – <u>Option 1</u> : From the email notification :

When a new Task is created by Veoneer, the supplier receives an email notification :

① **Click on the link : it will take you to the Associated SQPD Task**
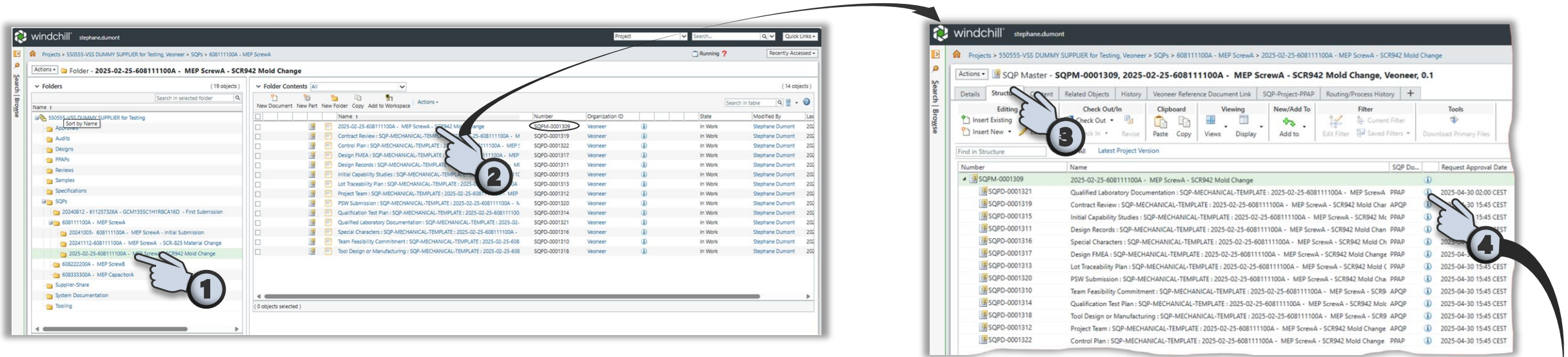
Post Deliverables and Submit for Review

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Step 1 - Accessing The Task (SQPD) – Option 2 : From the SQP Master

1. From the Folder View select the folder for the part and the SQP of Interest.

2. Click on the SQP Master (SQPM) Name.

3. From the SQPM [Structure] Tab

4. Click (View Information) of the SQPD (Deliverable task) you wish to open **(Here for the example : Qualified Laboratory Documentation)**

5. From the SQPD View, Click on the [Content] Tab.

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Post Deliverables and Submit for Review

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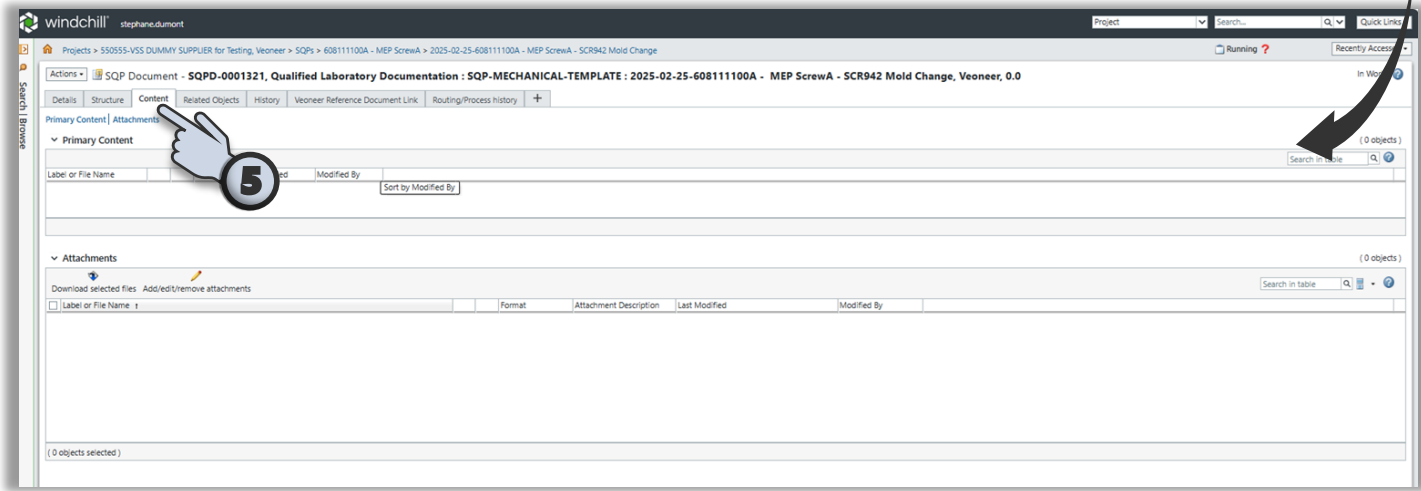
Step 2 – Post the Requested Deliverables

1. Click « Add/edit/remove attachments ».
2. Click « New Local File attachment ».
3. Select the File you want to upload.
4. Click "Open"
5. Write a comment as needed
6. Click « Check In » (or add another files if needed)
7. Write a Comment
8. Click « OK »
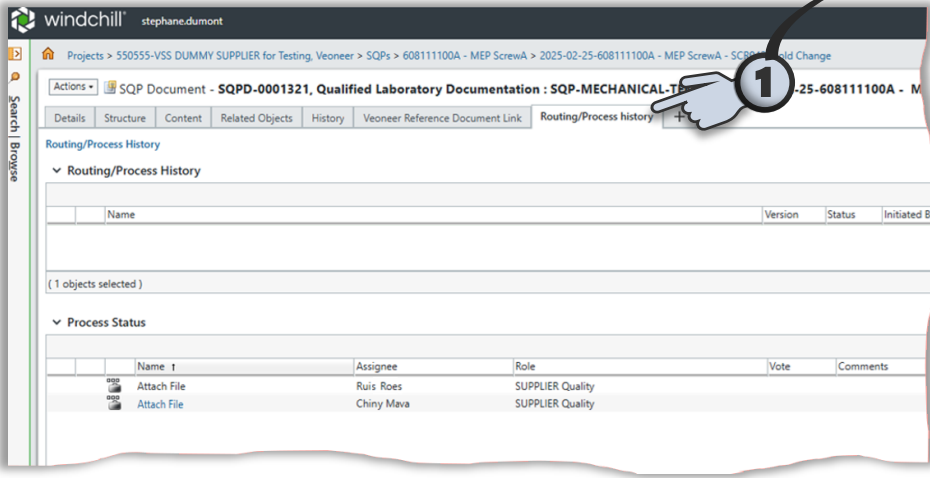
=> File is now Uploaded in the SQPD (SQP Task) **9**

⚠️ **If Multiple Files are required, repeat the operation until all files are uploaded. Then Step 2 / 3 / 4 can also be used to add several file at the same time)** ⚠️

Post Deliverables and Submit for Review

Step 3 – Submit to Veoneer For Review

1. In the SQPD Window, click the Tab [Routing/Process history].

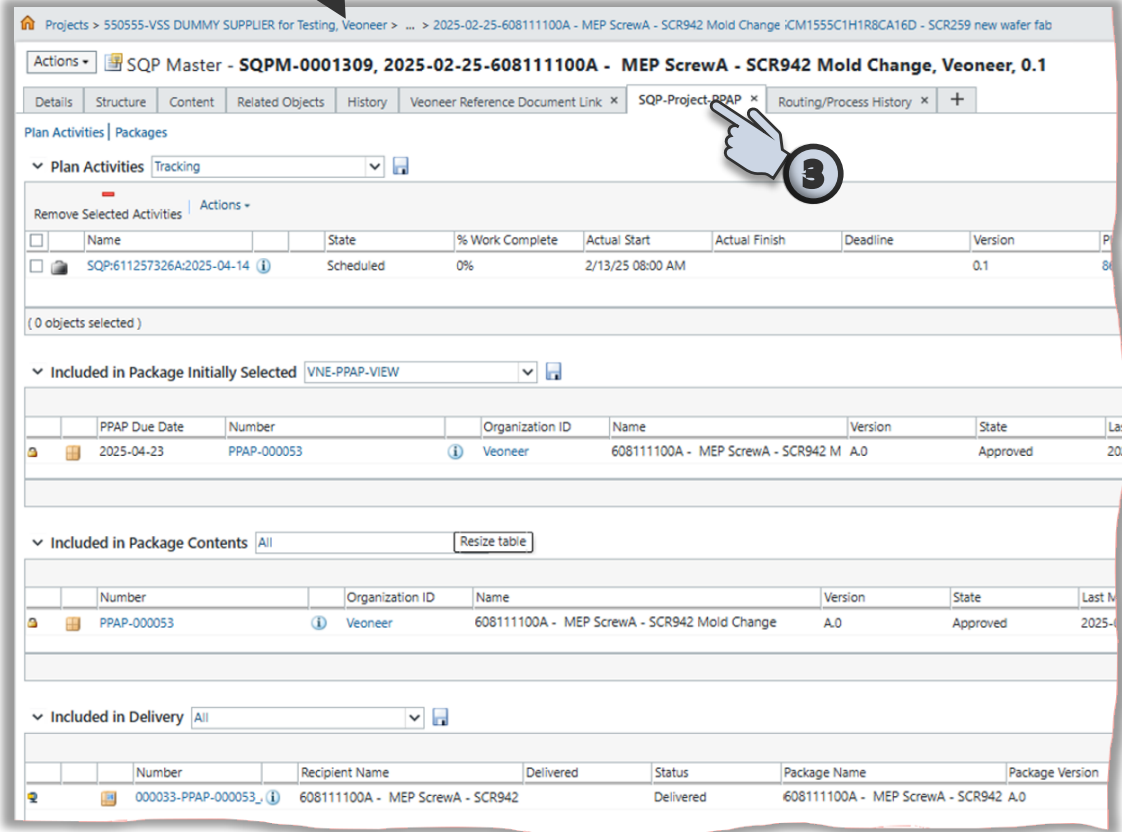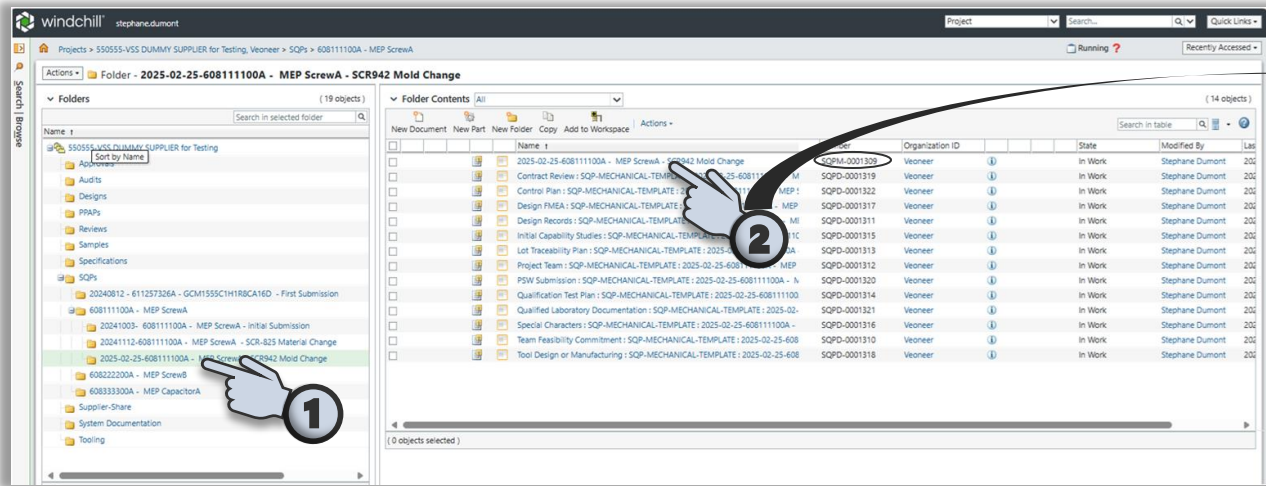2. Write a comment as needed.

3. Click [Complete Task]
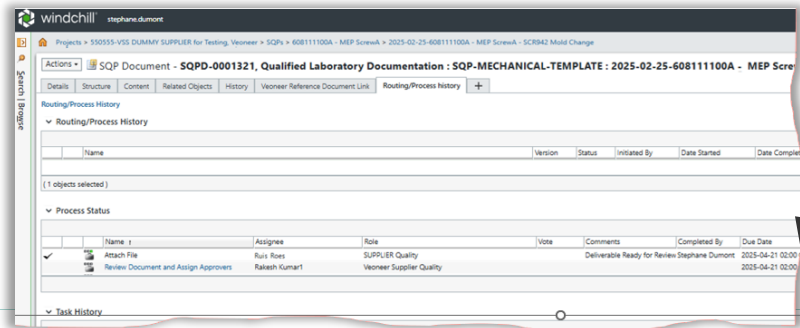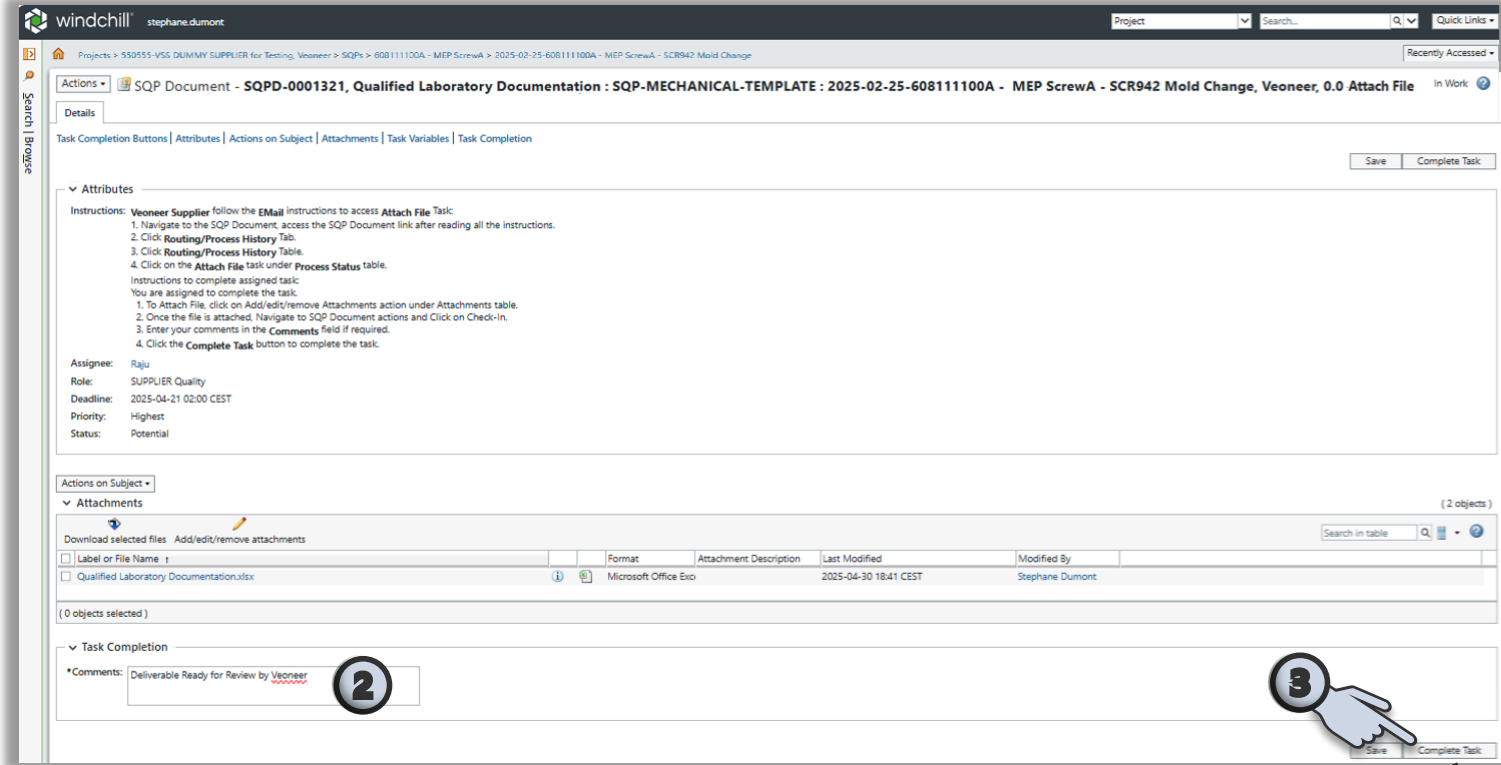
How to Vizualize the content of an Approved PPAP

- ❖ Step 1 – Acces the SQP/PPAP Window
- ❖ Check/Read SQPDs included in the PPAP.
- ❖ To Download the PPAP Zip-File.
- ❖ To extract the Zip File.

Acces the SQP/PPAP Window

① From the Folder View select the folder for the part and the SQP of Interest.

② Click on the SQP Master (SQPM) Name.

③ Click on [SQP-Project-PPAP] Tab

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Check/Read SQPDs included in the PPAP.

① In the Section « Included in Package initially selected » Click on the PPAP Number

② Click on the Tab [Package Content].

From that Window you can navigate in every SQPD Task and check attached documents

How to Vizualize the content of an Approved PPAP

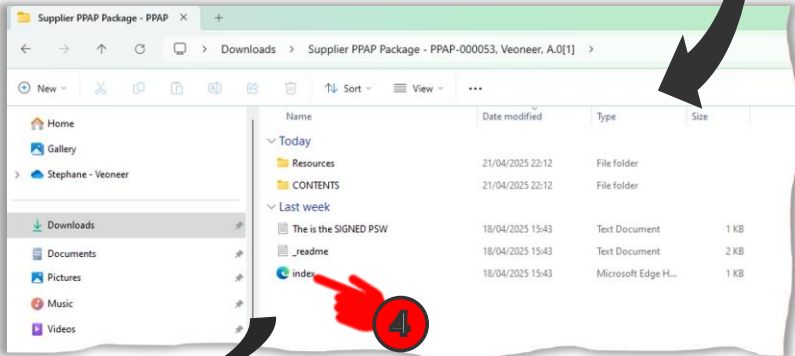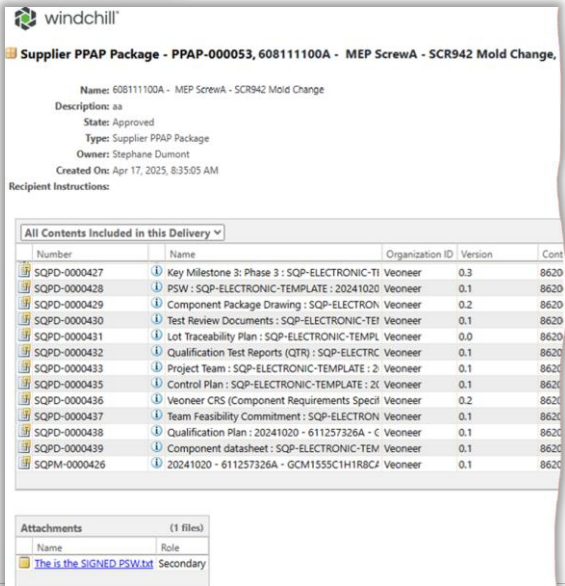**To Download the PPAP Zip-File.**
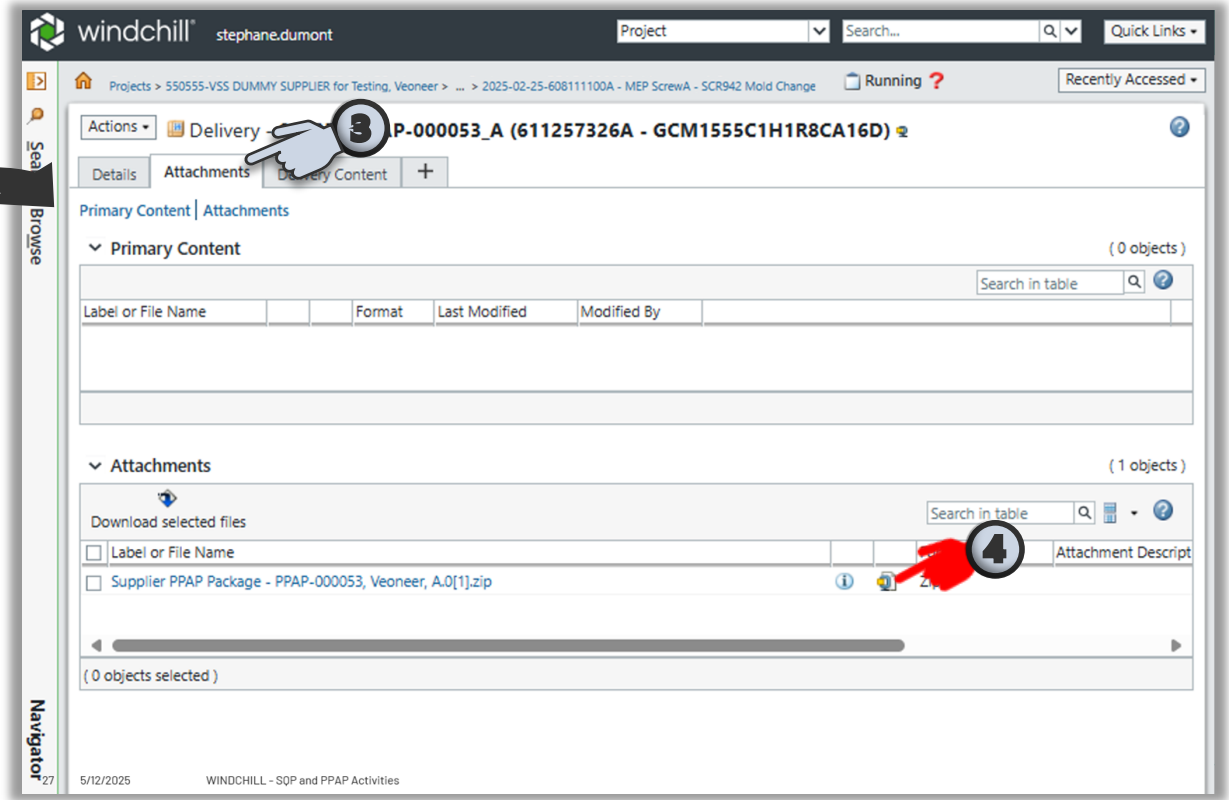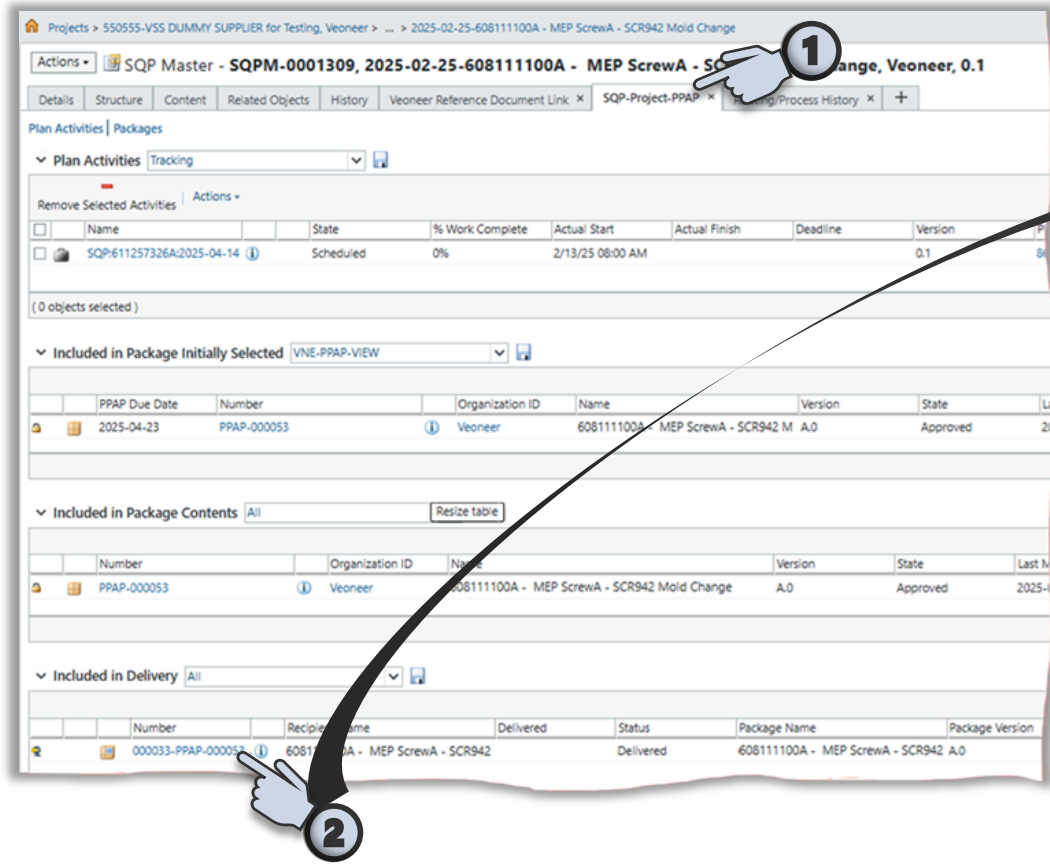
1. Click on Tab [SQP-Project-PPAP]
2. In the section [Included in Delivery] Click on the Number or ⓘ
3. Click on Tab [Attachments]
4. Click on the [DownloadZip] icon : 🗐 and wait of the file to download.

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To extract the Zip File.
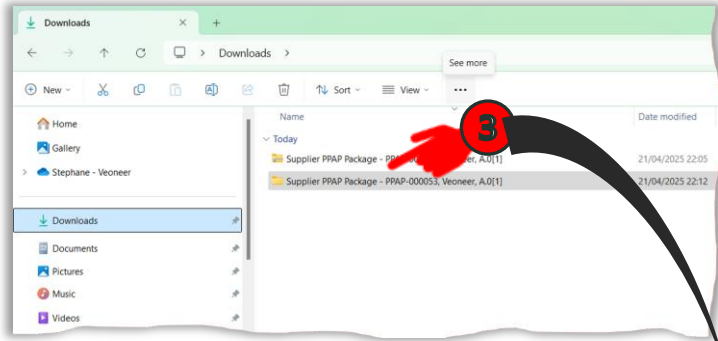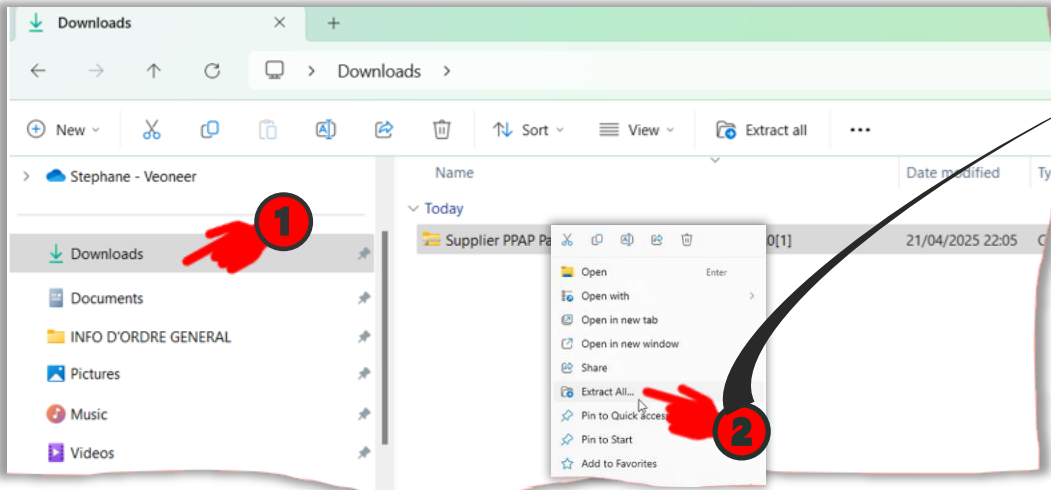
1 Open the Folder « Downloads » in your File Explorer .

2 Click Right on the downloaded Zip file and Click « Extract all... ».

3 Double Click on the created folder from the « zip » extraction

4 Double Click on the file « index »

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