



## SAGE MAS 500

## ENGINEERING CHANGE MANAGEMENT

### BUSINESS INSIGHTS

Sage MAS 500 takes inquiry, drill-down, monitoring, and data analysis to a whole new level with out-of-the-box business intelligence tools, including Business Insights Analyzer, Business Insights Explorer, Alerts, Crystal Reports®, Web Reports, and integration with desktop productivity tools.

### REPORTING FEATURES

- Maintain custom form layouts for printed forms.
- Tailor forms to your organization's design requirements.
- Export all report data to an external file. Data types supported include ASCII text, delimited, Excel, XML, PDF, HTML, RTF, or Microsoft Word.
- Output any report to the screen, a printer, or a variety of file formats.
- Create customized, presentation-quality reports through Crystal Reports software.

### REPORTS

- ECM Approvals (e-mail-based alert)
- Past Due ECM Approvals
- Approval Type Listing

### SAGE MAS 500 SOLUTIONS

- CRM and E-business
- Financials and Project Accounting
- Distribution and Manufacturing
- Human Resources and Payroll
- Customization and Integration
- Business Intelligence

**Set Up Approval Types**

Approval Type: Standard Description: Standard Approval

Type Password: master Approval Coordinator: homer@soa.com

E-Mail Address: homer@soa.com

Valid User List: John;admin;Terry;Mary

Levels	Approval	Days To Approve	Password	E-Mail Address	Valid User List
Seq1	Engineering	2		kenm@soa.com	admin;ken
Seq2	Plant Manager	3		maryd@soa.com	admin;mary
Seq3	VP of Operation	2		timb@soa.com	admin;tim;mary
Seq4	Quality Control	2		sallyc@soa.com	admin;sally;mary
Seq5	Puchasing	2		johns@soa.com	admin;john;mary
Seq6	Sales	2		terryk@soa.com	admin;terry;ken
Seq7		0			

Exchange Mailbox: SMTP Return Address: production@soa.com

admin SOA 6/5/2004

### Improve Engineering Management Through E-mail Notifications and Standardized Approval Processes

Quality control is one of the most important business concerns for manufacturers. Sage Software can help you control production costs by producing quality parts for your most demanding customers.

Labor operations and material items are constantly changing as new items are developed and manufacturing processes are streamlined using newer equipment. Consequently, it is more important than ever before to standardize your engineering change management process.

The Sage MAS 500 ERP Engineering Change Management (ECM) module integrates with e-mail notifications, providing instant visibility and standardized approval methods for routing and bill of material changes.

Any change made to an ECM-controlled routing and bill of material is routed through e-mail to members of an approval group. Each member has a specified amount of time to approve any engineering changes.

Engineering Change Management can also be used to track effective dates and retirement dates for each routing and bill of material.

Engineering Change Management is crucial to quality control and is a requirement for ISO and QS certification.



# Sage MAS 500

## Engineering Change Management

*"Sage MAS 500 has improved our inventory systems, reduced manual processes and given us the exact information we need for managing our manufacturing operations. It's been responsible for a lot more smiling faces—including mine."*

Melissa Wilson, Customer Service Manager  
Arc-diversified, Inc.

### Routing/Bill of Material Control

Engineering changes are linked to a unique routing and bill of material.

- Control changes made to labor operations, move times, queue times, setup hours, or other labor-related data for each routing.
- Manage changes made to new raw materials or substituted component items.
- Create new change requests when multimedia files are updated. ECMs may include new machine setup videos or material handling instructions.
- Use change requests to track changes made to engineering drawings. You can also create hyperlinks to show relationships between current and previous drawings using the built-in CAD viewer.

### Multiple Approval Sequences

An engineering change request may include multiple approval sequences.

- Each engineering change may contain up to seven different approval levels.
- Members of each sequence may check an approval box online providing updated access to change request status.
- Notes can be entered for each approval sequence.

### E-mail Integration

Engineering change requests may be automatically e-mailed to members of each approval sequence.

- E-mail notifications can be used with any MAPI-compatible e-mail system such as Microsoft Exchange.
- E-mail messages are sent to every member of up to seven different sequence groups.
- If the approvals must be made in order, then the e-mail notifications are sent to members of the next sequence group after the previous group has approved the change.
- Multiple e-mail addresses may be entered for each sequence level.

### Effective/Retirement Dating

Engineering changes may have both effective and retirement dates.

- Changes may contain an effective date. This is the date that the new routing/bill of material version will take effect and the old version will become inactive.
- You can specify a retirement date for each change as well. For example, you may want to set a retirement date for a routing/bill of material if you know that you will be using a substitute part only for a specified time.

### Quality Control

Most quality control programs require engineering change management.

- Change management helps manufacturers meet stringent quality control standards set forth in ISO/QS certification programs.
- The Sage MAS 500 ECM system improves the production process by closely monitoring changes made to production standards and costs.
- Reduce the quantity of items that are scrapped or the number of times that orders are returned because the finished goods contained outdated or defective component items.

### Engineering Audits

Track changes to and from previous versions of engineered parts.

- The ECM module provides an audit trail to trace a product backward or forward through its engineering life cycle.
- Compare routings and bills of material to older or newer versions.
- Trace backward or forward from the current version to the original part estimate.

### Business Insights

Analyze and monitor engineering change information to gain insights into how material and labor changes will affect production costs and pricing.

- Organize, analyze, and graph rolled-up bill of material and routing costs to determine how changes will impact finished goods cost and price structures.
- Use the built-in alerting capabilities to send e-mail alerts to managers, purchasing, sales, production, and other departments that may be affected by engineering changes.