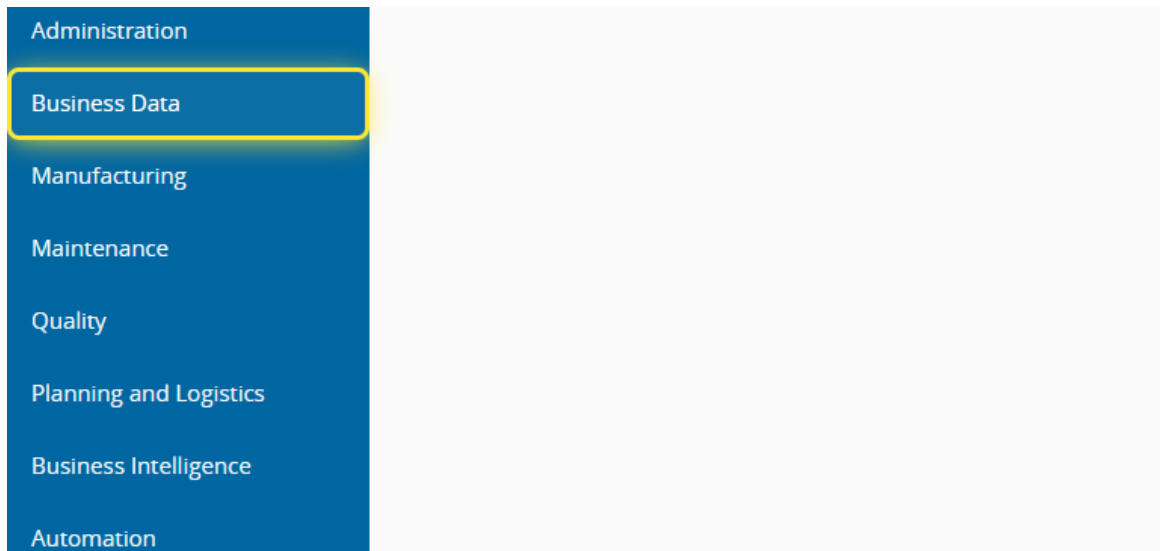
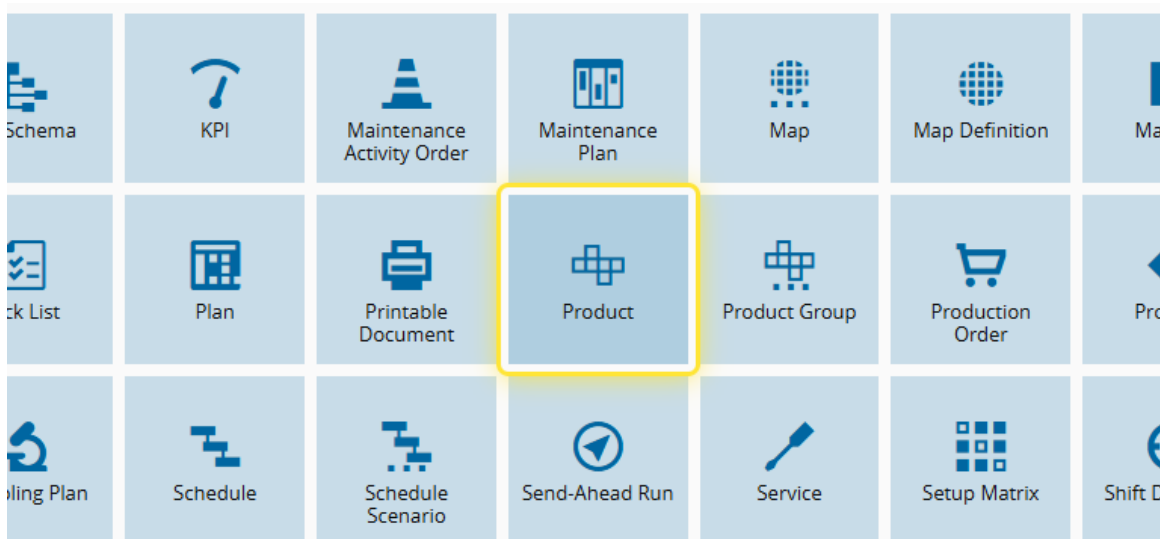


## How to: Set Effective a Versioned Entity

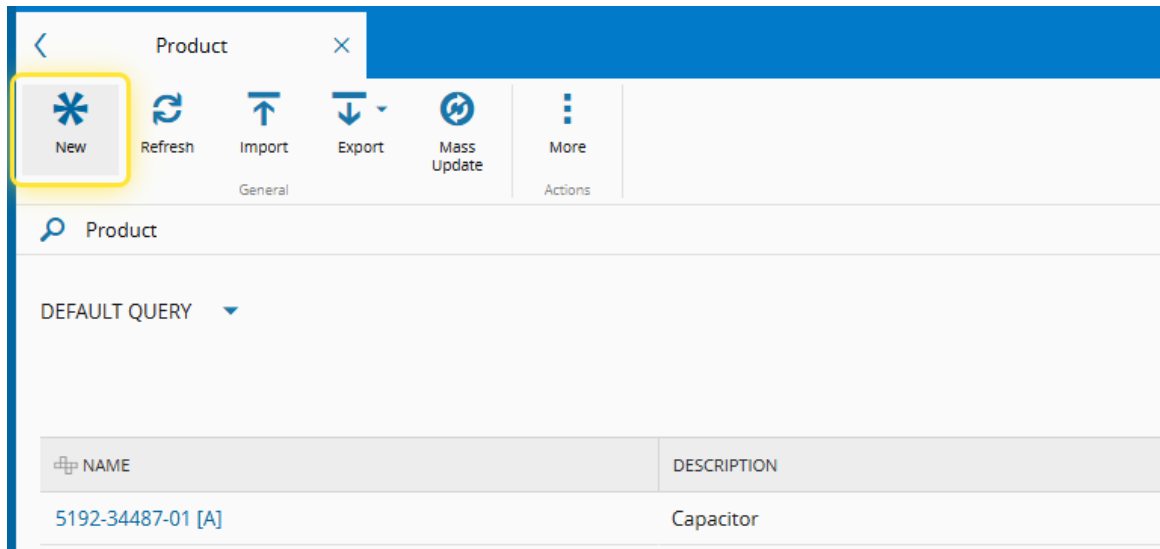
1. Go to the Business Data menu.



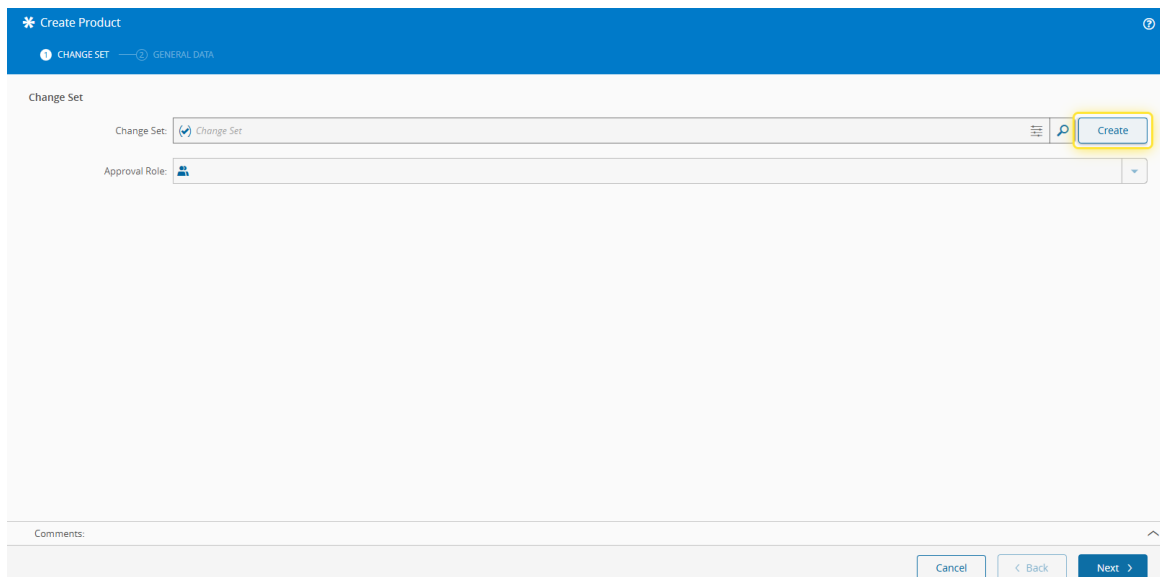
2. Select the Product entity.



3. Select the New button.



4. Under the Change Set tab, Select Create.



5. Complete the necessary fields and select Create.

**Create Change Set**

GENERAL DATA

**General Data**

Name:

Description:

\* Type:

Data Group:

**Information**

Category:

Urgency:

Owner:

**Approval**

Requires Approval:

Approval By:  Role  Workflow

Comments:

6. Select the Next button.

**Create Product**

CHANGE SET — GENERAL DATA

**Change Set**

Change Set:

Approval Role:

**Change Set Items (0)**

NAME	TYPE	APPROVAL ROLE
No data to show.		

Rows per Page: 25 Page 1 of 1 (0 Records)

Comments:

7. Under the General Data tab, complete the necessary fields.

**Create Product**

CHANGE SET — GENERAL DATA

**General Data**

Name:

Revision: Name can be automatically generated or you can enter a name of your choice

Description:

\* Type:

Data Group:

**Information**

Default Start Flow Path:   Step

\* Product Type:

Product Group:

Default Units:

Default Material Type:

Comments:

8. Select the Create button.

**Create Product**

CHANGE SET — GENERAL DATA

**General Data**

Name:

Revision: Name can be automatically generated or you can enter a name of your choice

Description:

\* Type:

Data Group:

**Information**

Default Start Flow Path:   Step

\* Product Type:

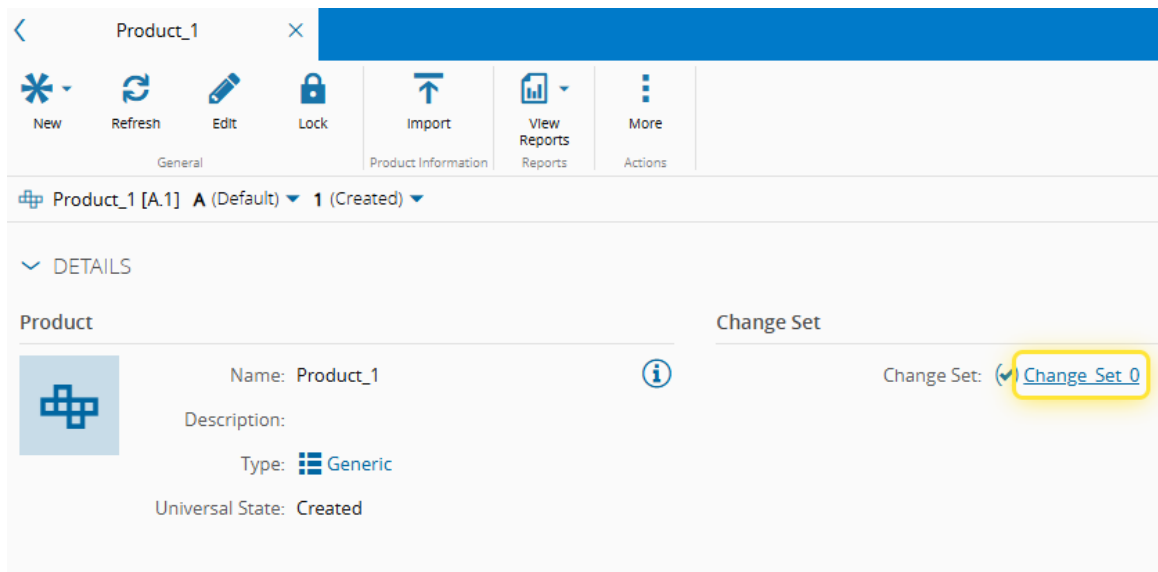
Product Group:

Default Units:

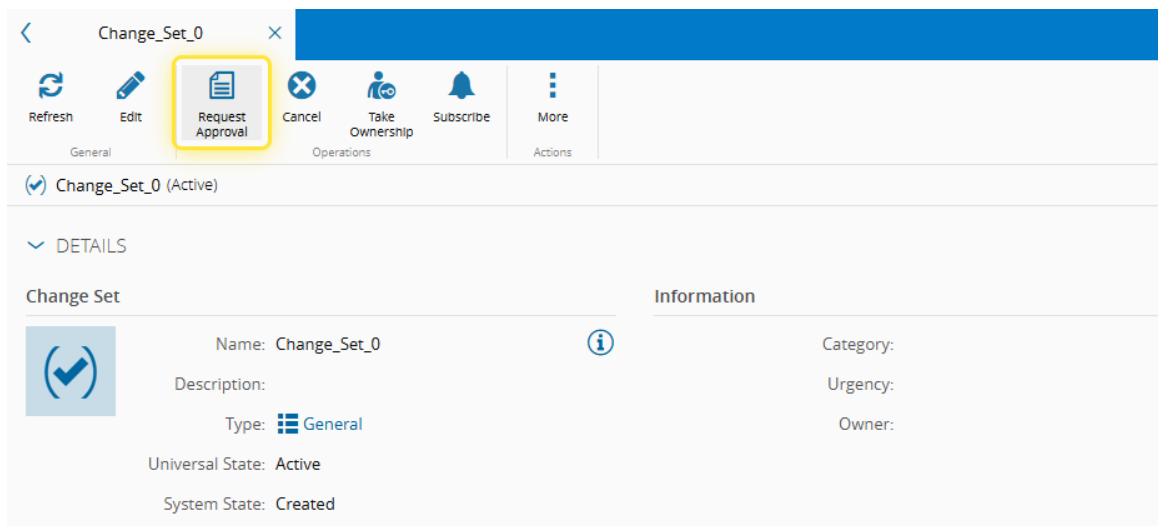
Default Material Type:

Comments:

9. Select Change Set.



10. Select the Request Approval button.



11. Select Request Approval.

Request Change Set Approval

Change\_Set\_0 (Created) / 04/21/2025 11:40 AM

Change Set Items (1)

NAME	TYPE	APPROVAL ROLE
Product_1 [A.1]	Product	

Rows per Page: 25 Page 1 of 1 (1 Records)

Comments:

Cancel Request Approval

12. Go back.

Change\_Set\_0

Refresh More

Change\_Set\_0 (Terminated)

DETAILS

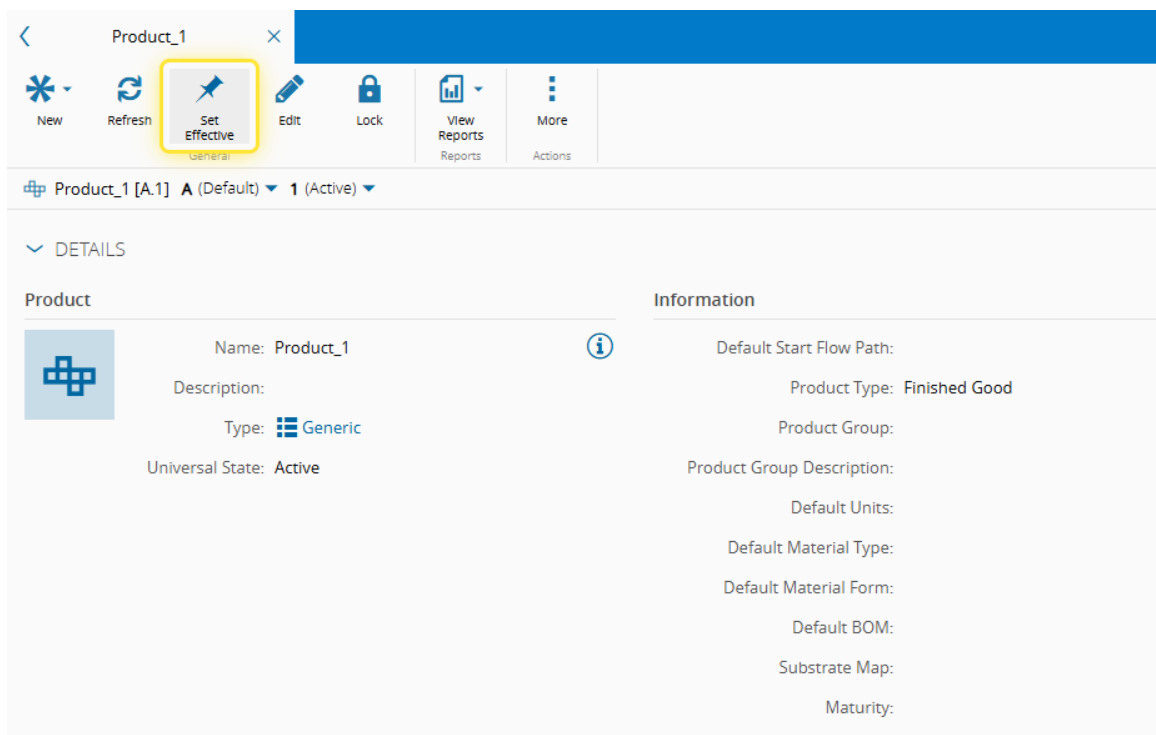
Change Set Information

Name: Change\_Set\_0

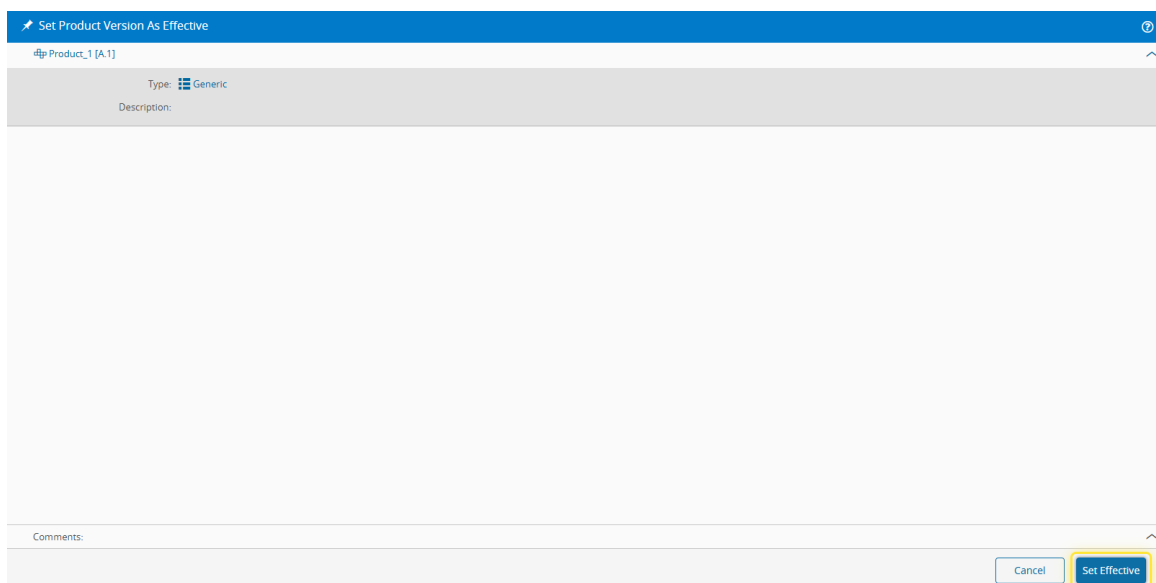
Description:

Type: General

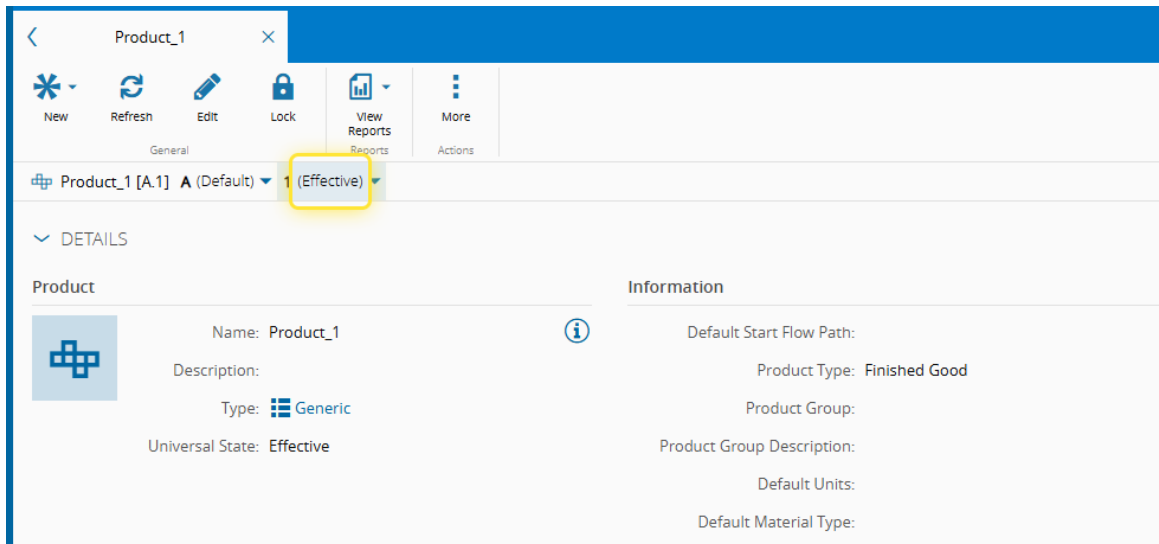
13. Select Set Effective.



14. Select the Set Effective button.



15. The Product is Effective.



Product\_1

General: New, Refresh, Edit, Lock, View Reports, More

Product\_1 [A.1] A (Default) 1 (Effective)

DETAILS

Product Information

Name: Product\_1

Description:

Type: Generic

Universal State: Effective

Default Start Flow Path:

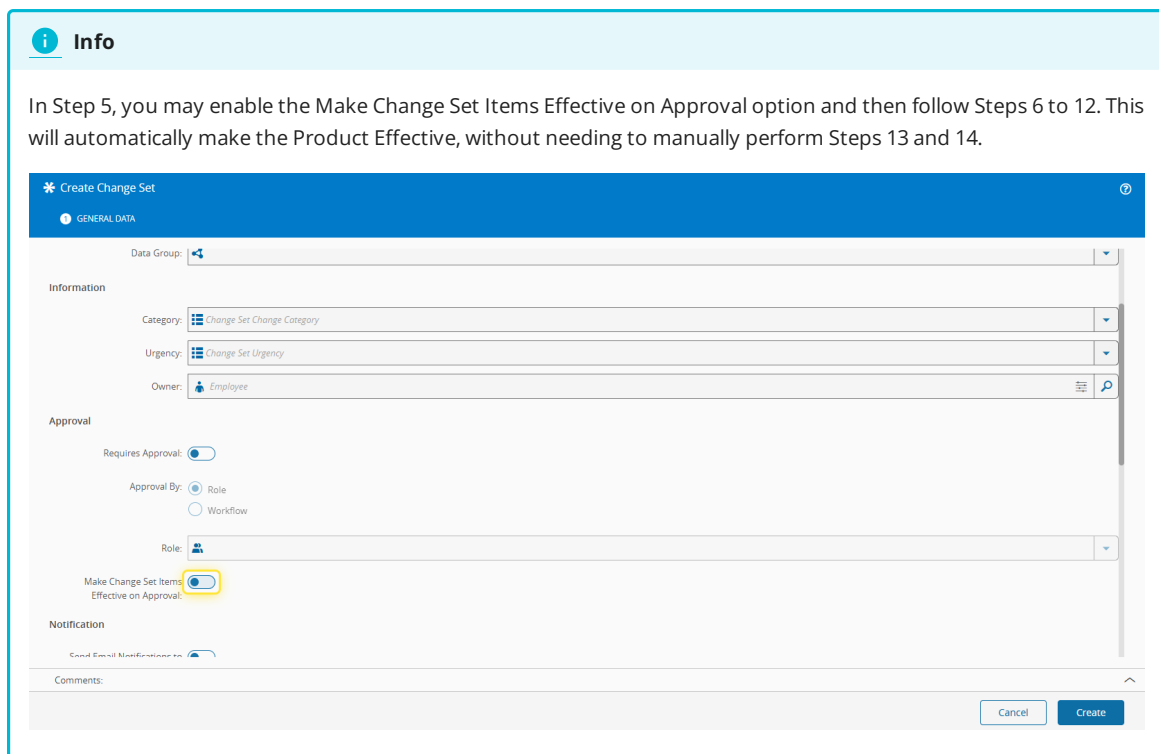
Product Type: Finished Good

Product Group:

Product Group Description:

Default Units:

Default Material Type:



Info

In Step 5, you may enable the Make Change Set Items Effective on Approval option and then follow Steps 6 to 12. This will automatically make the Product Effective, without needing to manually perform Steps 13 and 14.

Create Change Set

GENERAL DATA

Data Group:

Information

Category: Change Set Change Category

Urgency: Change Set Urgency

Owner: Employee

Approval

Requires Approval:

Approval By:  Role  Workflow

Role:

Make Change Set Items Effective on Approval:

Notification

Send Email Notifications:

Comments:

Cancel Create