

# How to: Create Items in a Change Set

## 11.1

January 2026

### DOCUMENT ACCESS

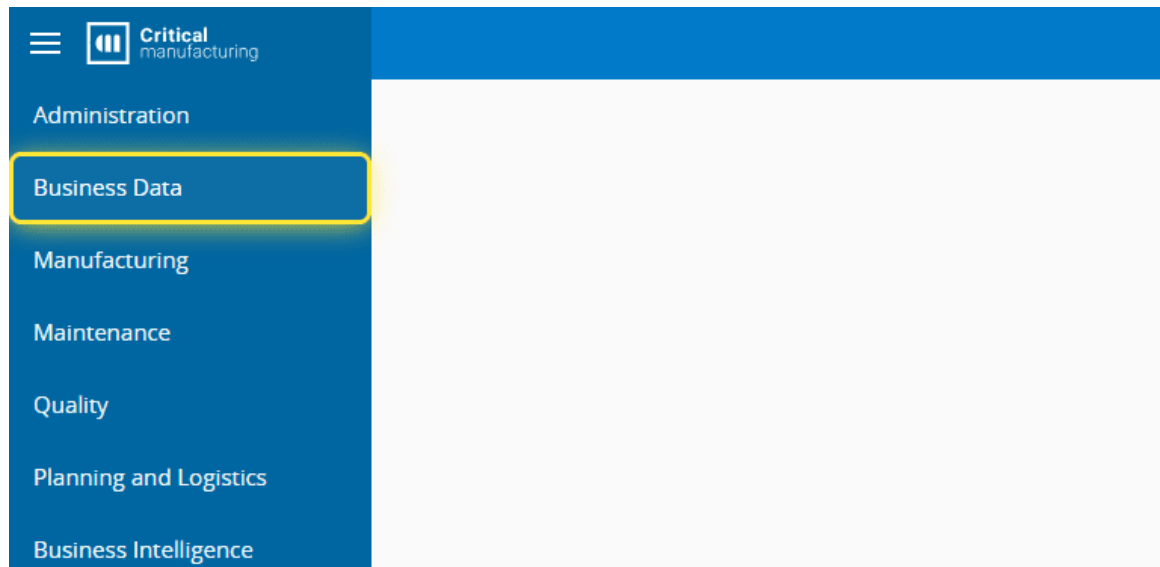
Public

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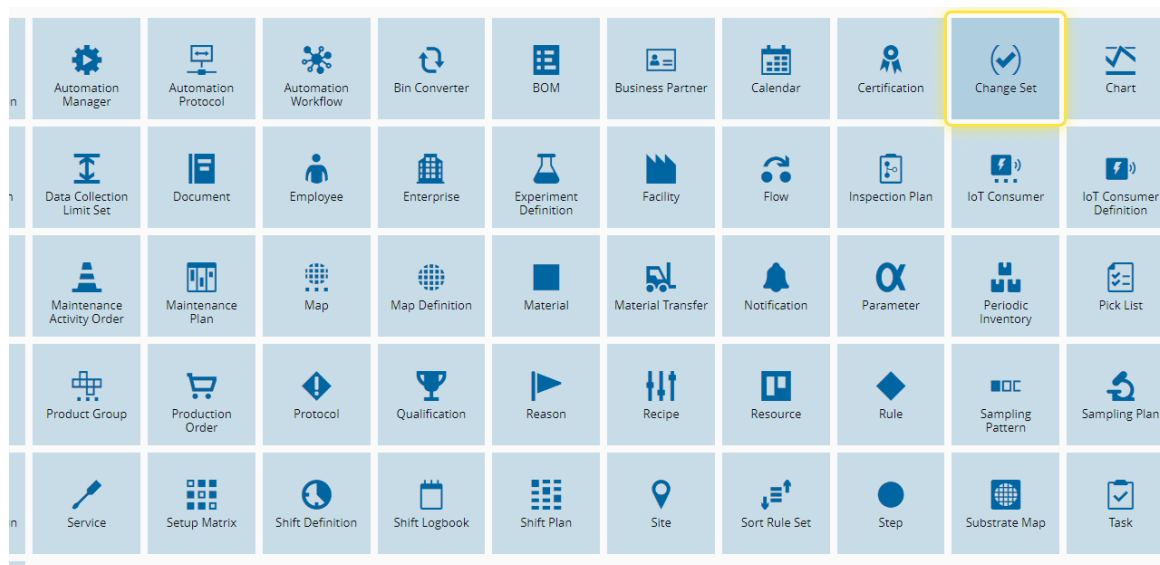
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## How to: Create Items in a Change Set

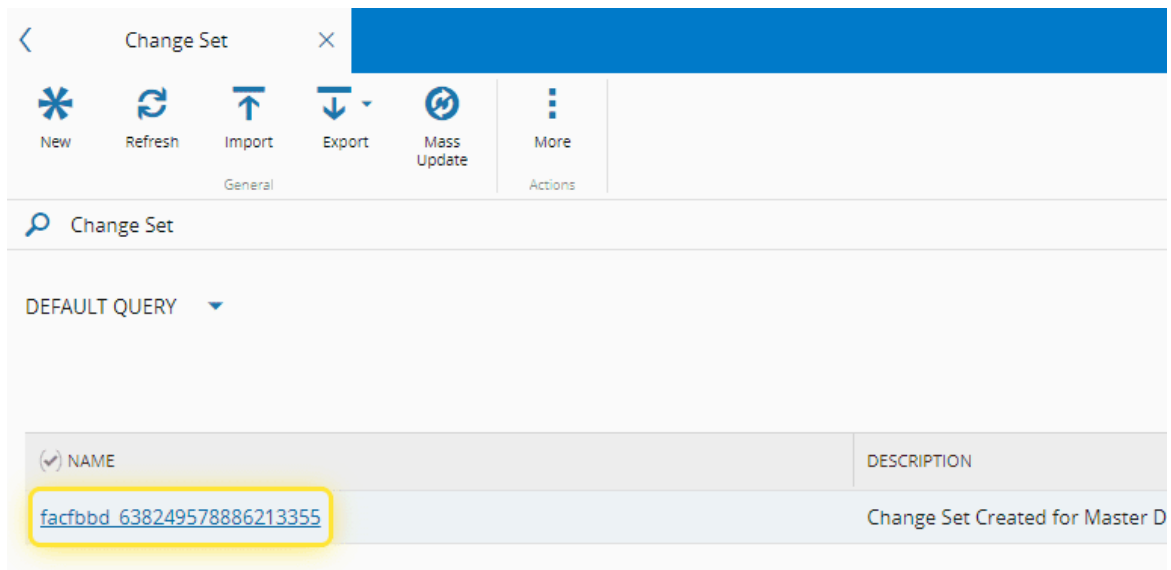
1. Go to the Business Data menu.



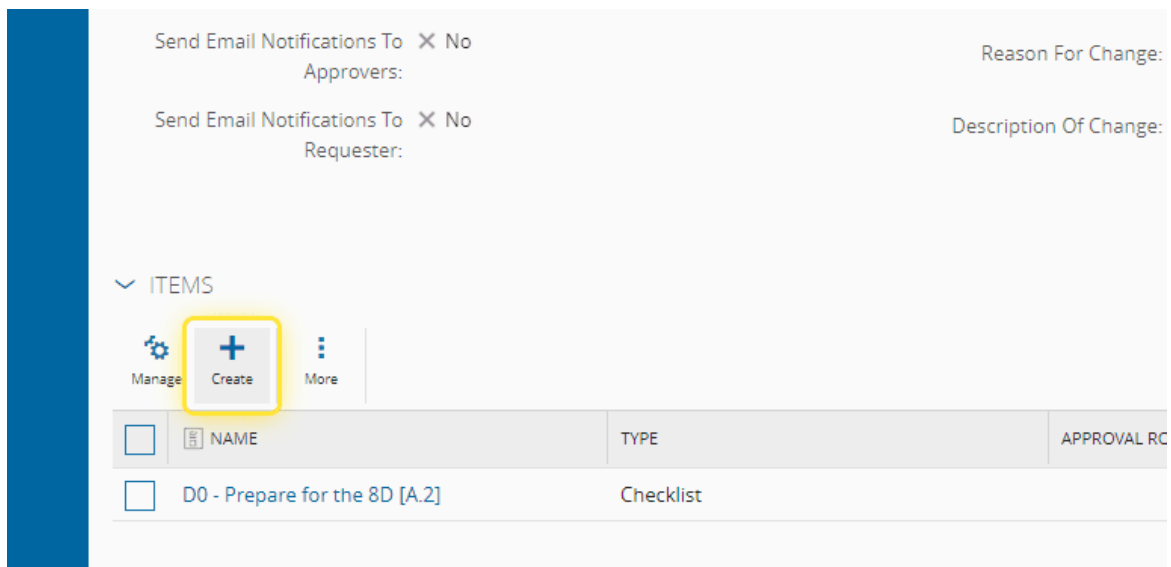
2. Select the Change Set entity.



3. Select a Change Set .



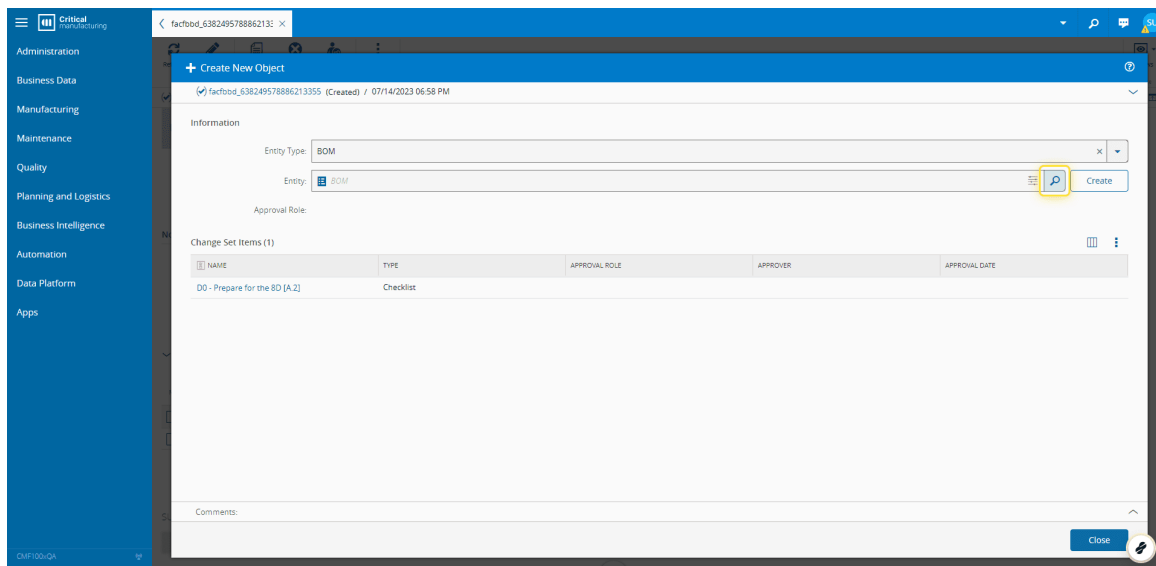
4. Under the Items tab, select + to add an Item.



5. Choose an Entity Type, and an Entity Object.

A new entity object can be created, or new versions and revisions can be created for existing objects.

A GUI is prompted to create a new version or revision, or to created an object from scratch.



Administration  
Business Data  
Manufacturing  
Maintenance  
Quality  
Planning and Logistics  
Business Intelligence  
Automation  
Data Platform  
Apps

factbom\_63824957886213355 (Created) / 07/14/2023 06:58 PM

+ Create New Object

Information

Entity Type: BOM

Entity: BOM

Approval Role:

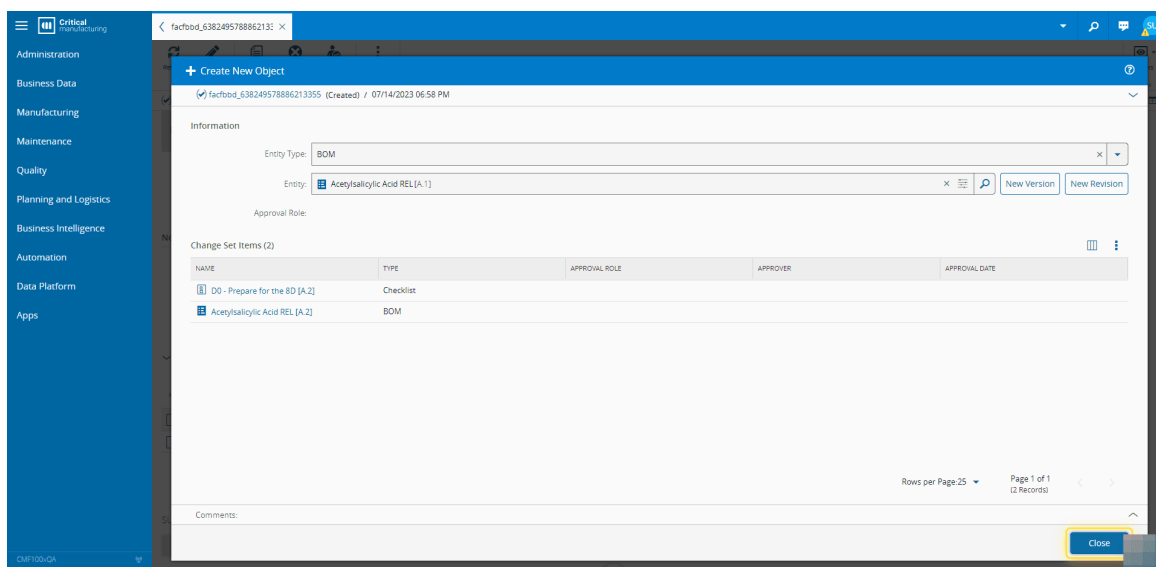
Change Set Items (1)

| NAME                          | TYPE      | APPROVAL ROLE | APPROVER | APPROVAL DATE |
|-------------------------------|-----------|---------------|----------|---------------|
| D0 - Prepare for the 8D [A.2] | Checklist |               |          |               |

Comments:

Close

6. Select the Close button.



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+ Create New Object

Information

Entity Type: BOM

Entity: Acetylsalicylic Acid REL [A.1]

Approval Role:

Change Set Items (2)

| NAME                           | TYPE      | APPROVAL ROLE | APPROVER | APPROVAL DATE |
|--------------------------------|-----------|---------------|----------|---------------|
| D0 - Prepare for the 8D [A.2]  | Checklist |               |          |               |
| Acetylsalicylic Acid REL [A.2] | BOM       |               |          |               |

Comments:

Close



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