

How to: Manage the Reason-Step relation

11.1

January 2026

DOCUMENT ACCESS

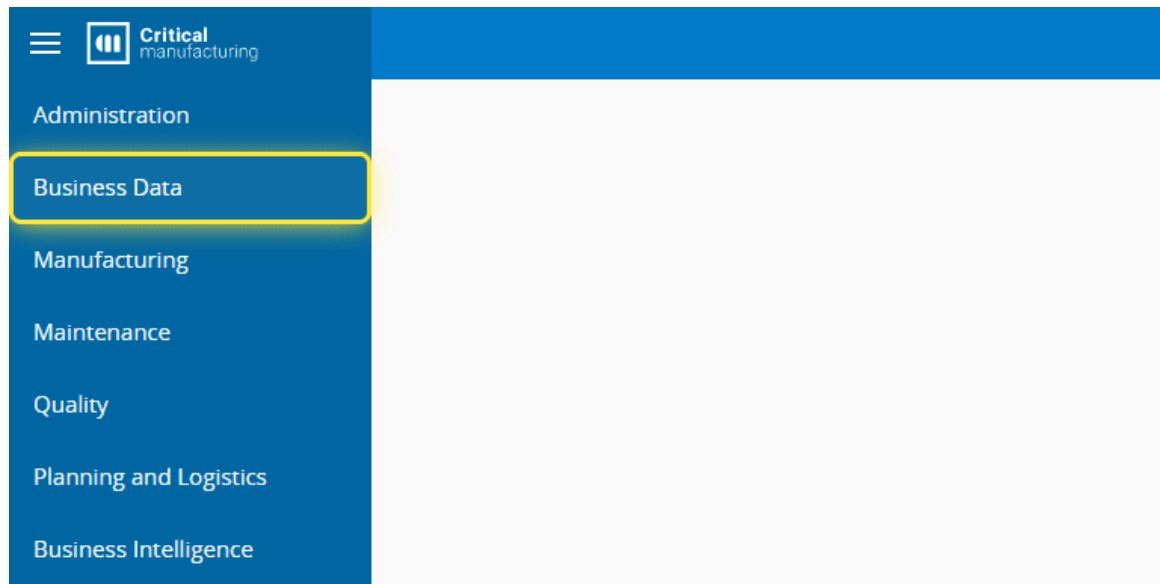
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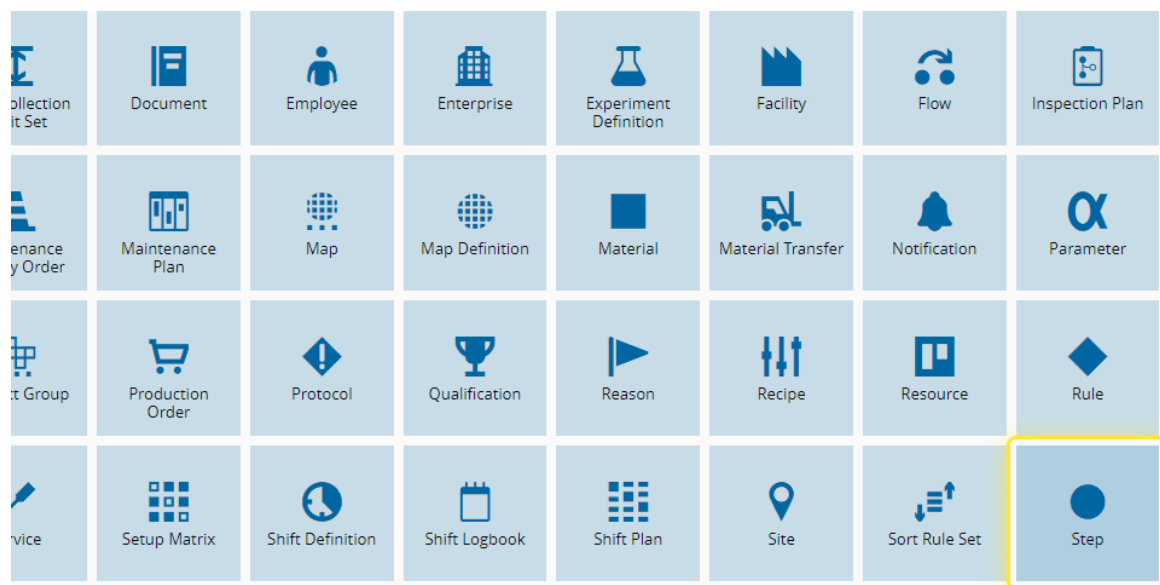
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How to: Manage the Reason-Step relation

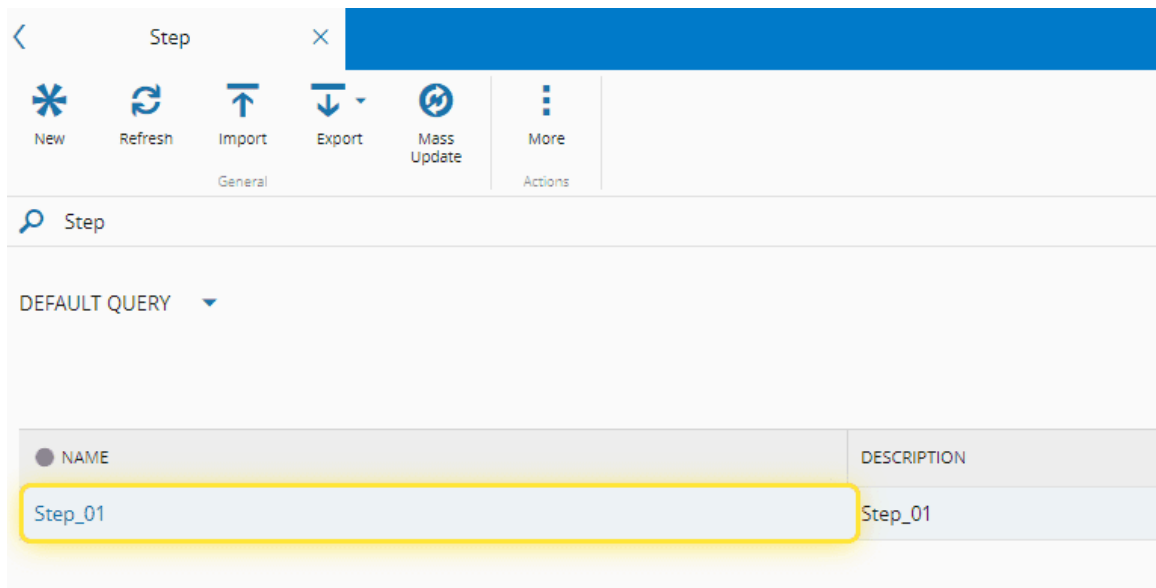
1. Go to the Business Data menu.



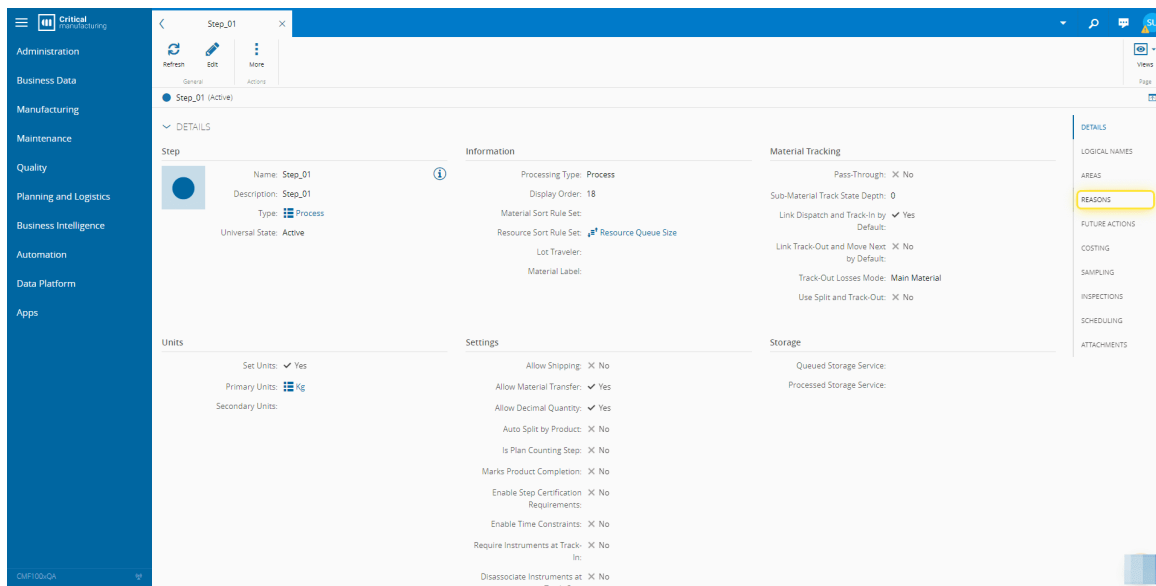
2. Select the Step entity.



3. Search for your Step and select it.

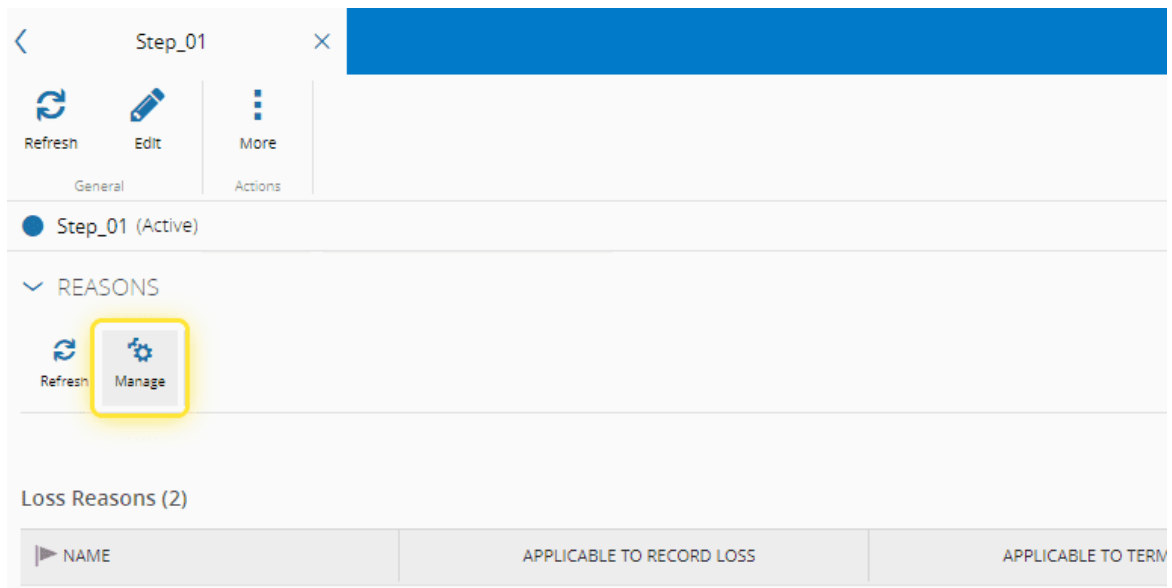


4. Select the Reasons section.

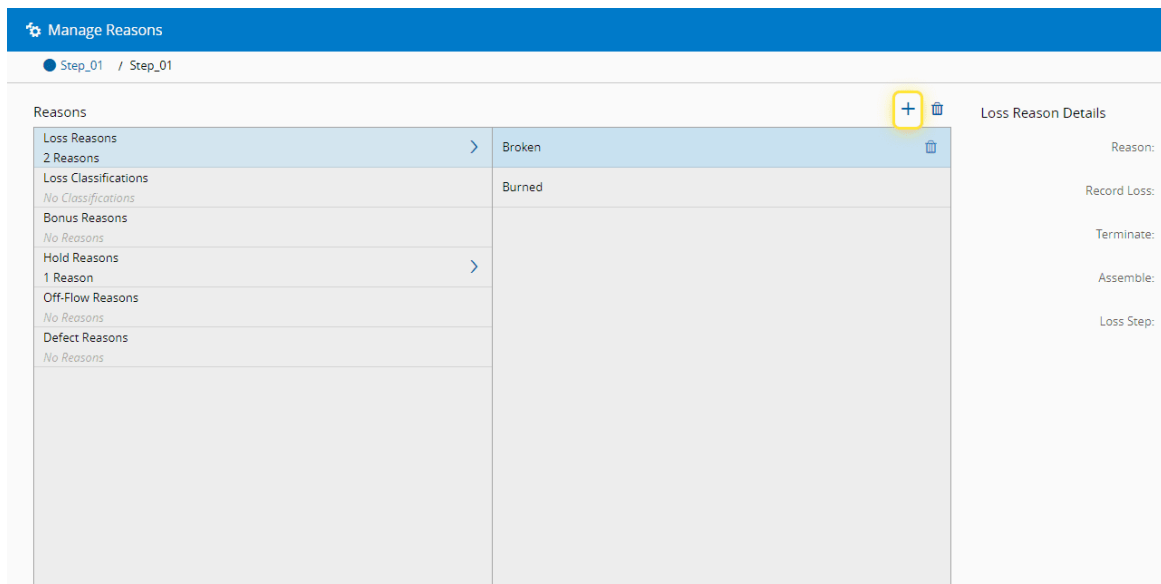


5. Select the Manage button.

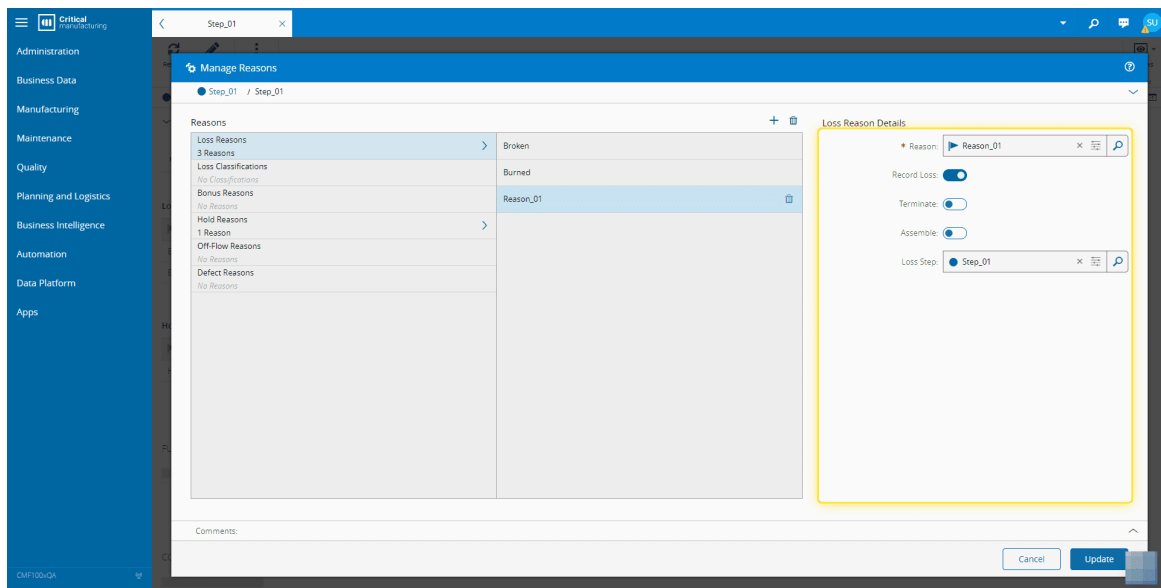
For more information, see [Manage Reasons - Critical Manufacturing Documentation Portal](#)



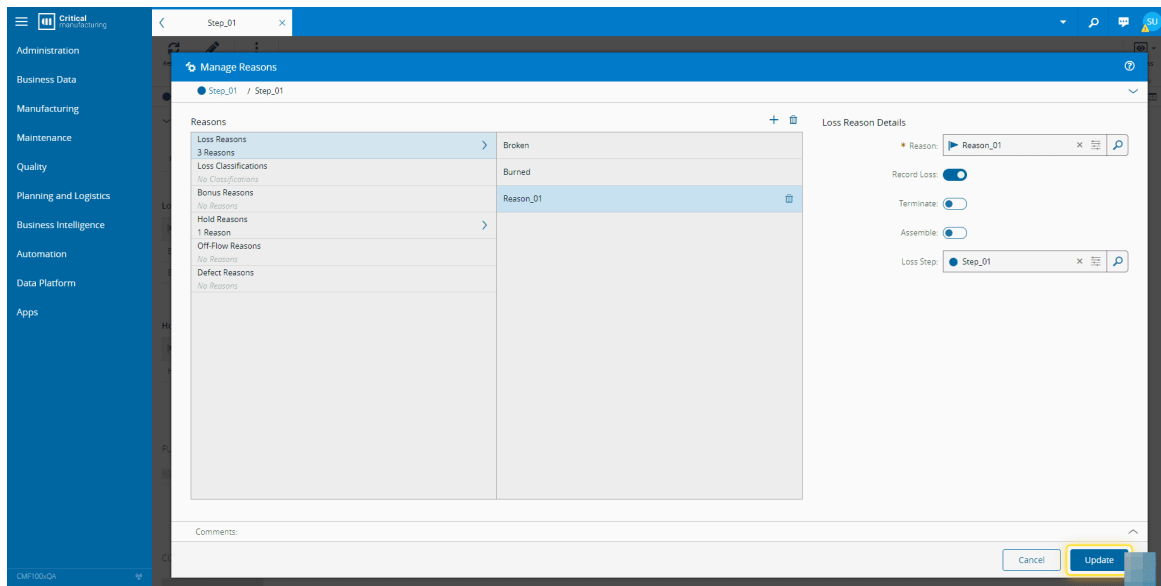
6. Select + to add the Reasons you need.



7. In Loss Reason Details, complete the necessary fields.



8. Select the Update button.





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