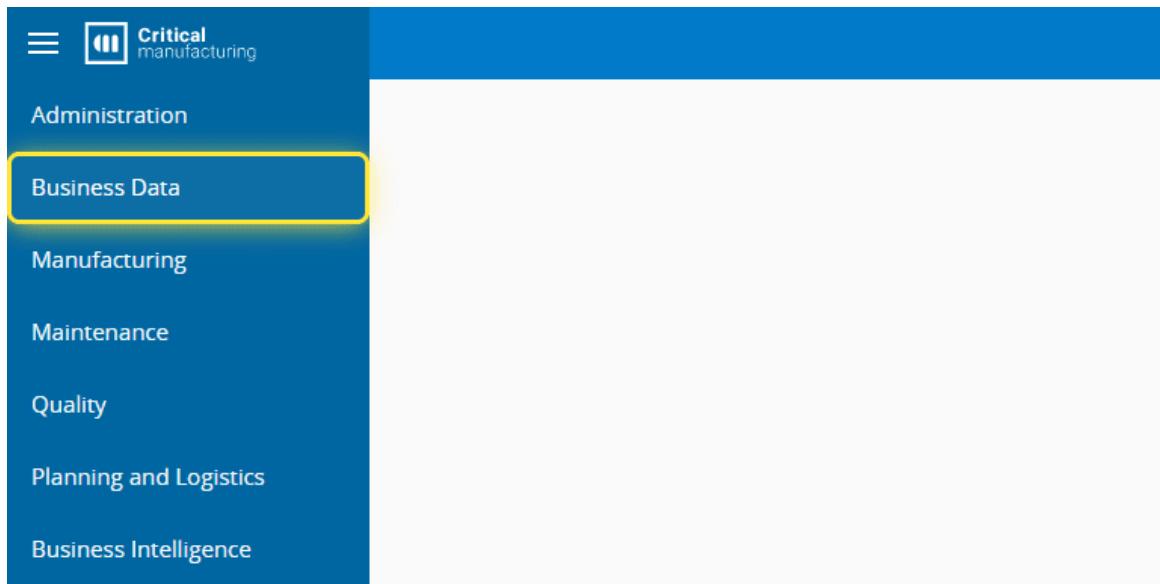
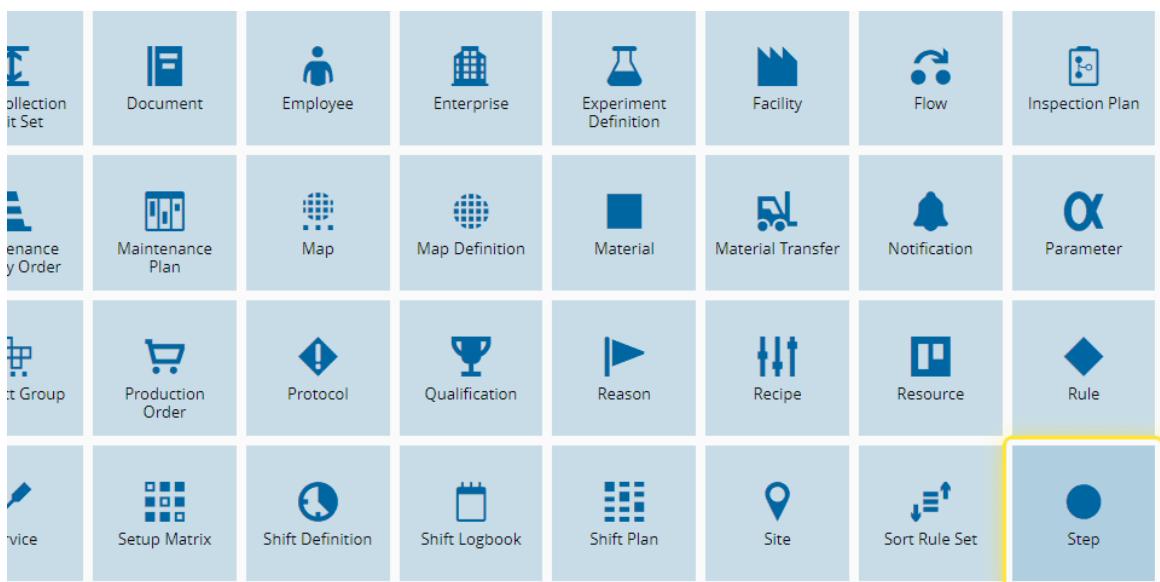


How to: Manage the Reason-Step relation

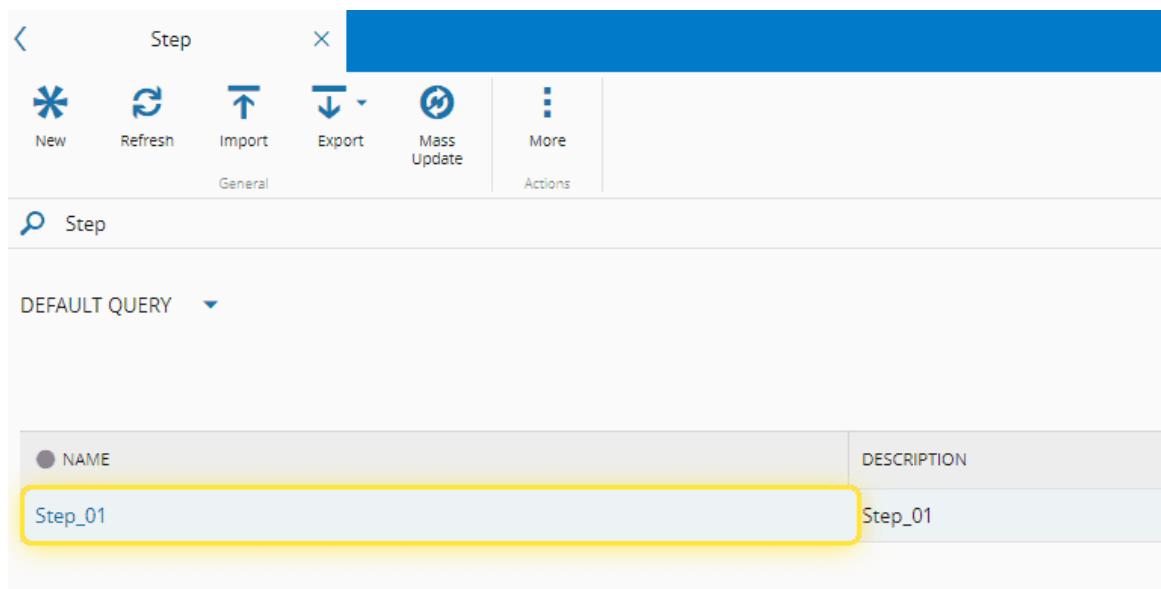
1. Go to the Business Data menu.



2. Select the Step entity.

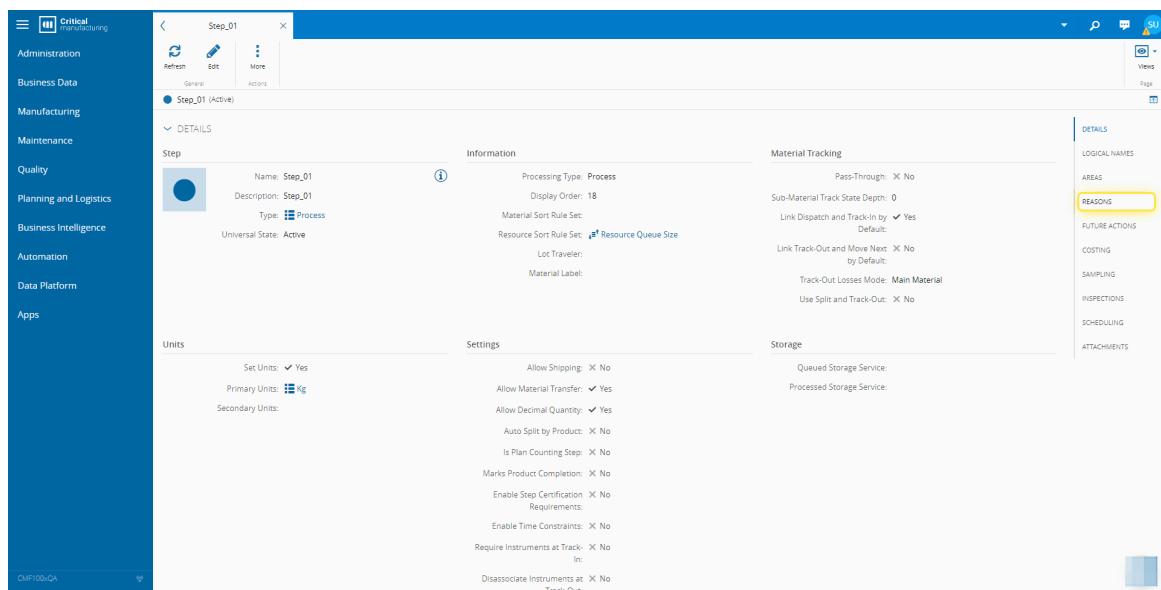


3. Search for your Step and select it.



NAME	DESCRIPTION
Step_01	Step_01

4. Select the Reasons section.



Step_01

Step

Step_01 (Active)

Information

Material Tracking

Step

Name: Step_01

Description: Step_01

Type: Process

Universal State: Active

Processing Type: Process

Display Order: 18

Material Sort Rule Set:

Resource Sort Rule Set: Resource Queue Size

Lot/Traveler:

Material Label:

Pass-Through: No

Sub-Material Track State Depth: 0

Link Dispatch and Track-In by Yes

Default:

Link Track-Out and Move Next No

by Default:

Track-Out Losses Mode: Main Material

Use Split and Track-Out: No

Units

Set Units: Yes

Primary Units: Kg

Secondary Units:

Settings

Storage

Allow Shipping: No

Allow Material Transfer: Yes

Allow Decimal Quantity: Yes

Auto Split by Product: No

Is Plan Counting Step: No

Marks Product Completion: No

Enable Step Certification No

Requirements:

Enable Time Constraints: No

Require Instruments at Track-In:

Disassociate Instruments at Track-Out:

DETAILS

LOGICAL NAMES

AREAS

REASONS

FUTURE ACTIONS

COSTING

SAMPLING

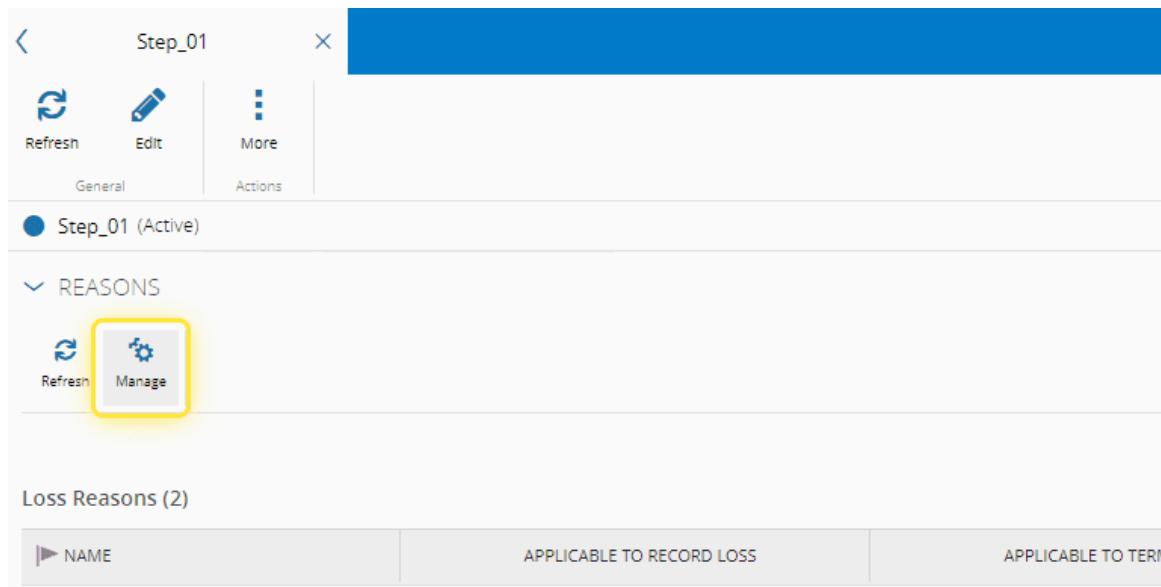
INSPECTIONS

SCHEDULING

ATTACHMENTS

5. Select the Manage button.

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



Step_01

General Actions

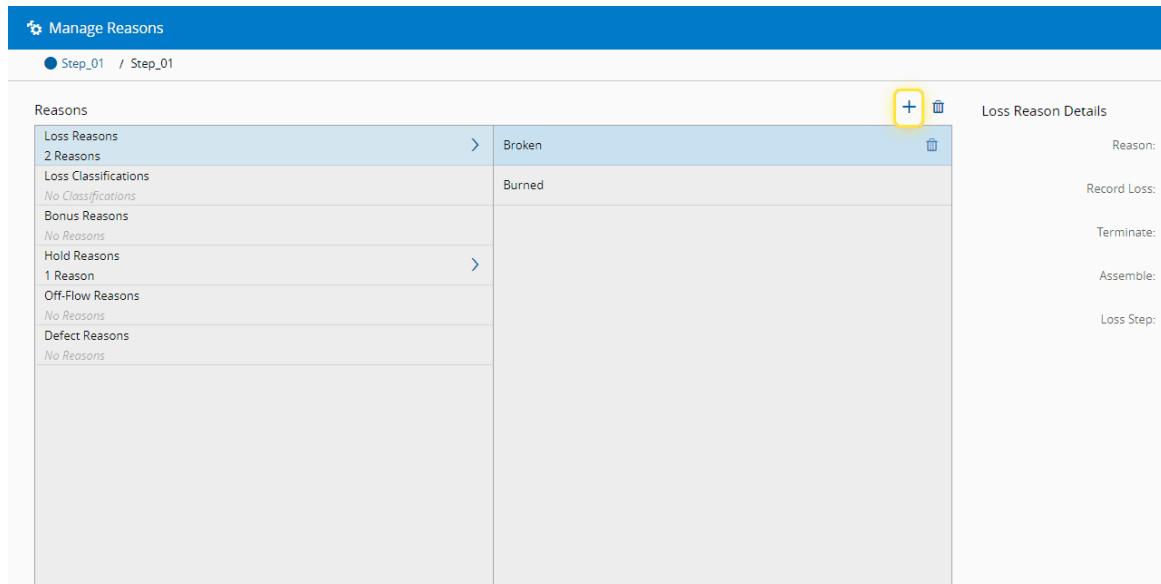
Step_01 (Active)

REASONS

Loss Reasons (2)

NAME	APPLICABLE TO RECORD LOSS	APPLICABLE TO TERM
------	---------------------------	--------------------

6. Select + to add the Reasons you need.



Manage Reasons

Step_01 / Step_01

Reasons

Loss Reasons	>	Broken
2 Reasons		+ Delete
Loss Classifications		
No Classifications		
Bonus Reasons		
No Reasons		
Hold Reasons		
1 Reason		
Off-Flow Reasons		
No Reasons		
Defect Reasons		
No Reasons		

Loss Reason Details

Reason:

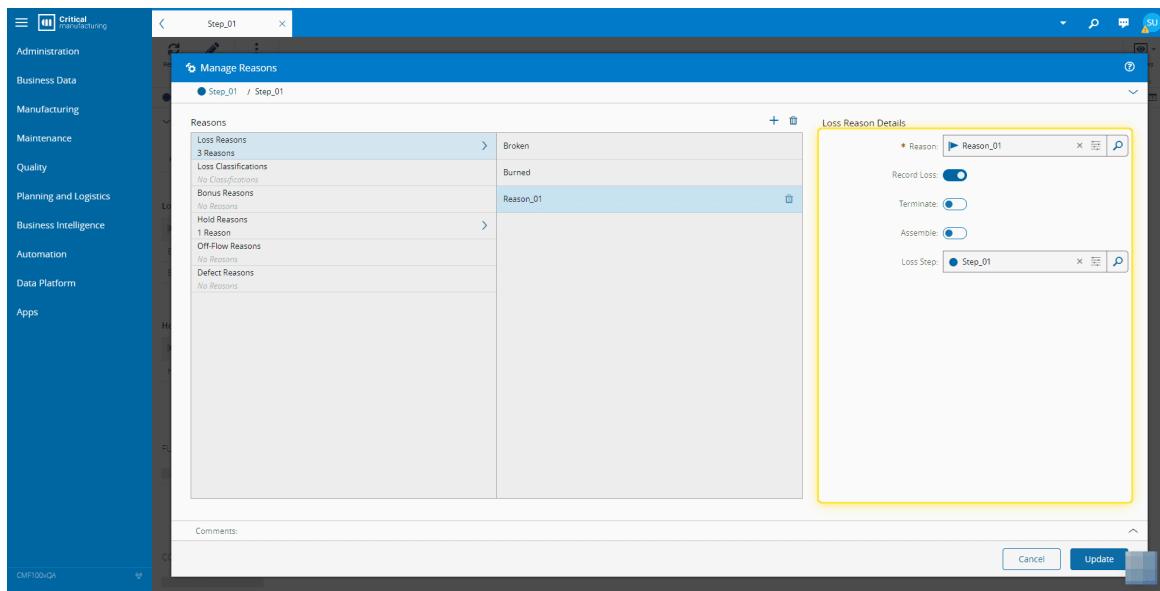
Record Loss:

Terminate:

Assemble:

Loss Step:

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



8. Select the Update button.

