



How to: Create a New Version/Revision

11.2

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DOCUMENT ACCESS

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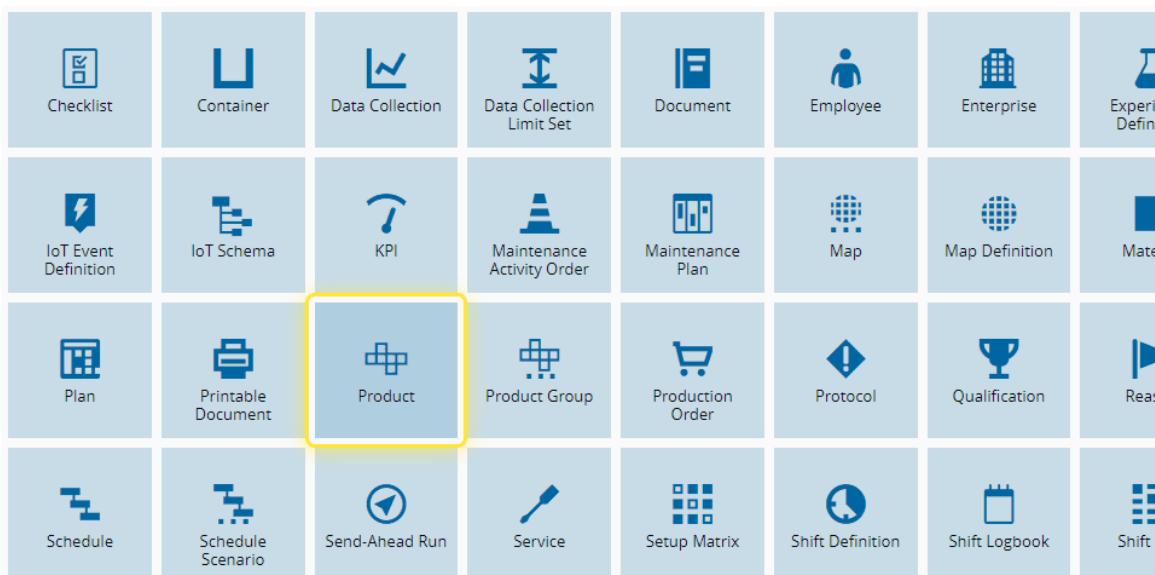
How to: Create a New Version/Revision

1. Go to the Business Data menu.



2. Select the entity you need.

(Product for this example)



3. Select the Product you need.

(Flour for this example)

Product List Screenshot:

NAME	DESCRIPTION	REVISION STATE	UNIVERSAL STATE
Acetylsalicylic Acid [A]	Acetylsalicylic Acid	Default	Effective
Ammonium Phosphate [A]	Ammonium Phosphate	Default	Effective
Belgas [A]	Belgas Cookies	Default	Effective
Calcium Citrate [A]	Calcium Citrate	Default	Effective
Consumable A [A]		Default	Effective
Consumable B [A]		Default	Effective
DB_Product01 [A]		Default	Created
Durable A [A]		Default	Effective
Durable B [A]		Default	Effective
Durable C [A]		Default	Effective
Durable D [A]		Default	Effective
Durable E [A]		Default	Effective
Flour [A]	Flour	Default	Effective
Maria [A]	Maria Cookies	Default	Effective
Milka [A]	Milka	Default	Effective
MOSRM8HL [A]	MOSRM8HQ Product	Default	Effective
MOSRM8HP [A]	MOSRM8HQ Product	Default	Effective

4. Select New on the top ribbon, followed by Revision in the dropdown.

Product Detail Screenshot:

Revision

Flour

Product

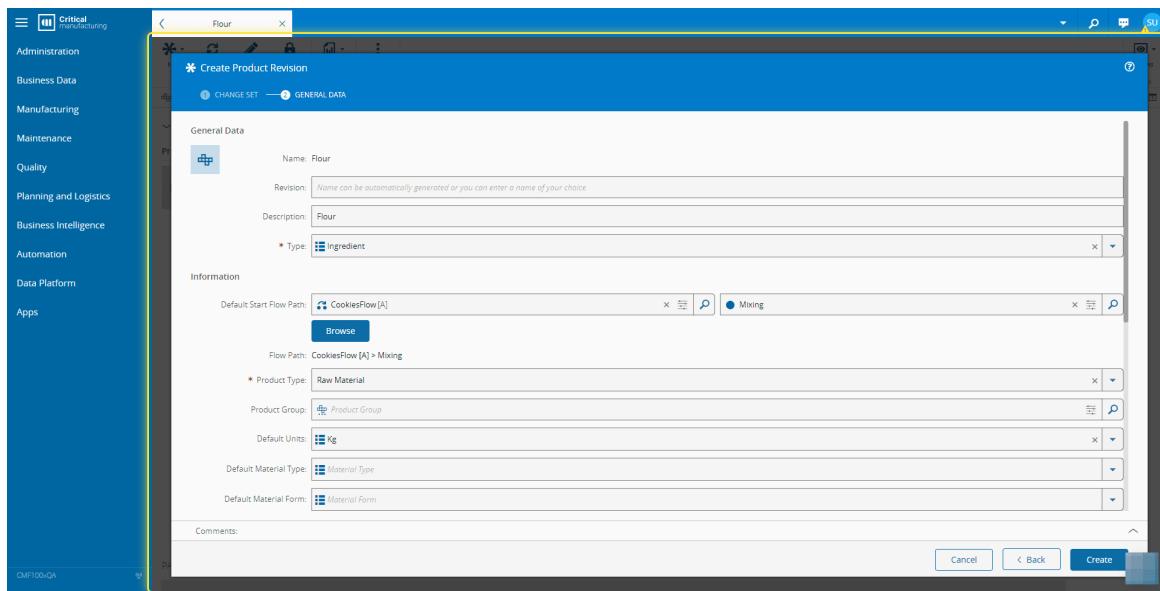
- Name: Flour
- Description: Flour
- Type: Ingredient
- Universal State: Effective

Information

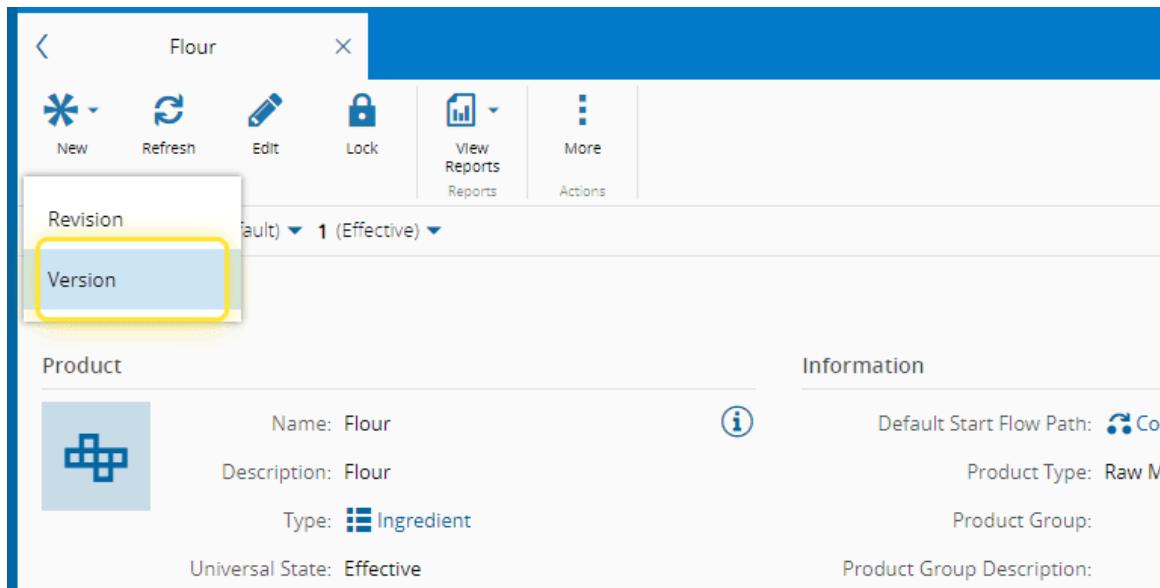
- Default Start Flow Path: Cool
- Product Type: Raw Ma
- Product Group:
- Product Group Description:

5. After applying the Change Set, enter the necessary General Data followed by Create.

For more information, see [Revisions - Critical Manufacturing Documentation Portal](#) and [Creating a Revision - Critical Manufacturing Documentation Portal](#)



6. Select New on the top ribbon, followed by Version in the dropdown..



7. After applying the Change Set, enter the necessary General Data followed by Create.

For more information, see [Versions - Critical Manufacturing Documentation Portal](#) and [Create Entity Version - Critical Manufacturing Documentation Portal](#)



Floor

Create Product Version

CHANGE SET GENERAL DATA

General Data

Name: Flour

Revision: A

Description: Flour

Type: Ingredient

Information

Default Start Flow Path: CookiesFlow [A] > Mixing

Flow Path: CookiesFlow [A] > Mixing

Product Type: Raw Material

Product Group: Product Group

Default Units: Kg

Default Material Type: Material Type

Default Material Form: Material Form

Comments:

Cancel Back Create



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