



How to: Create a BOM

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DOCUMENT ACCESS

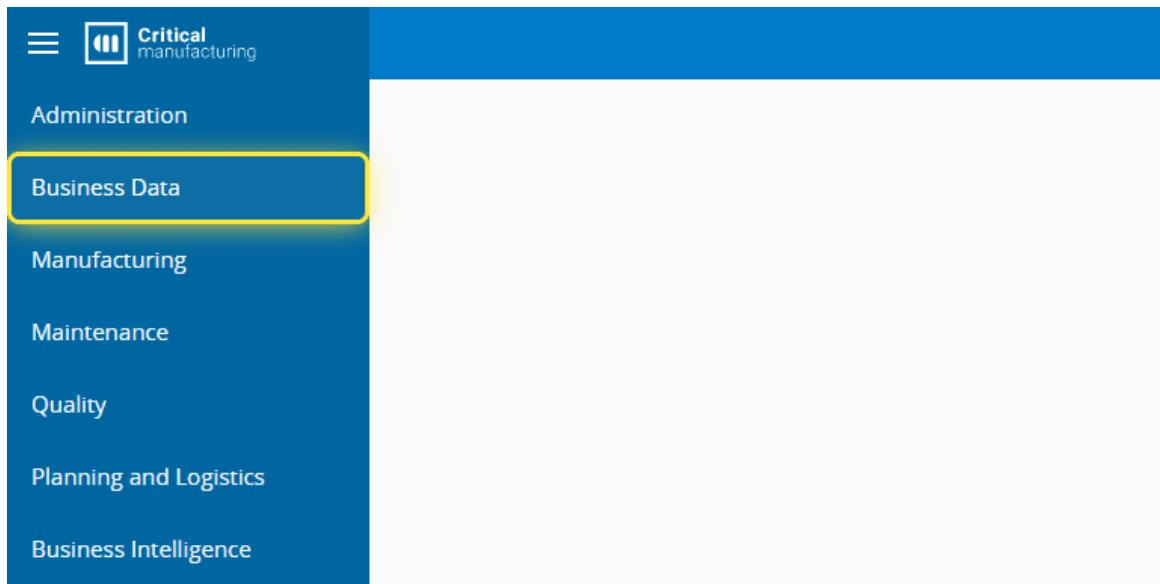
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DISCLAIMER

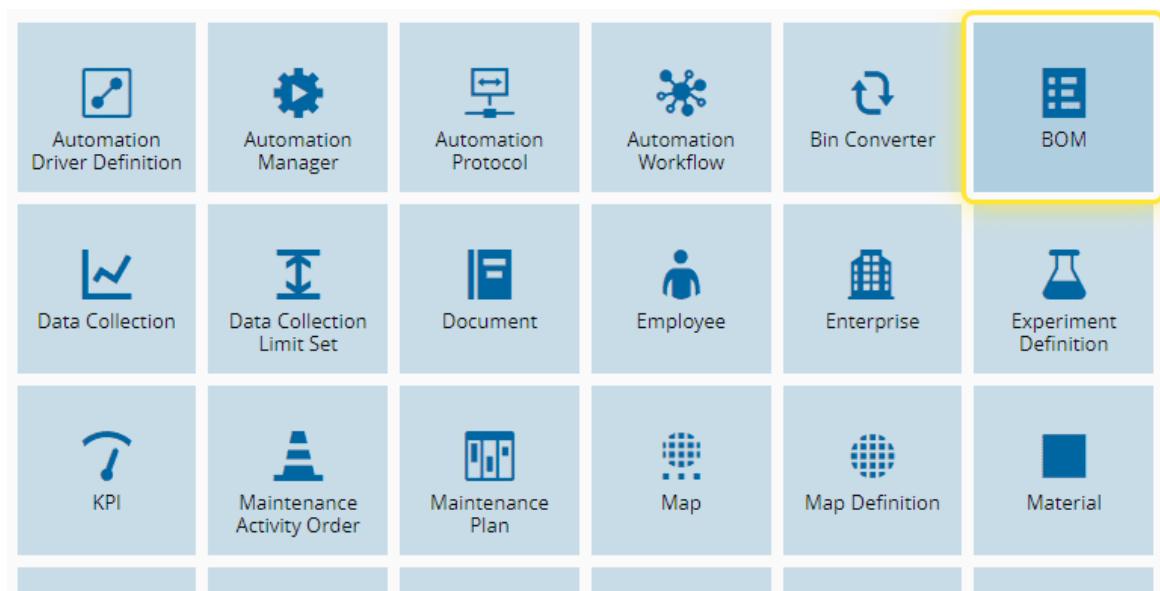
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How to: Create a BOM

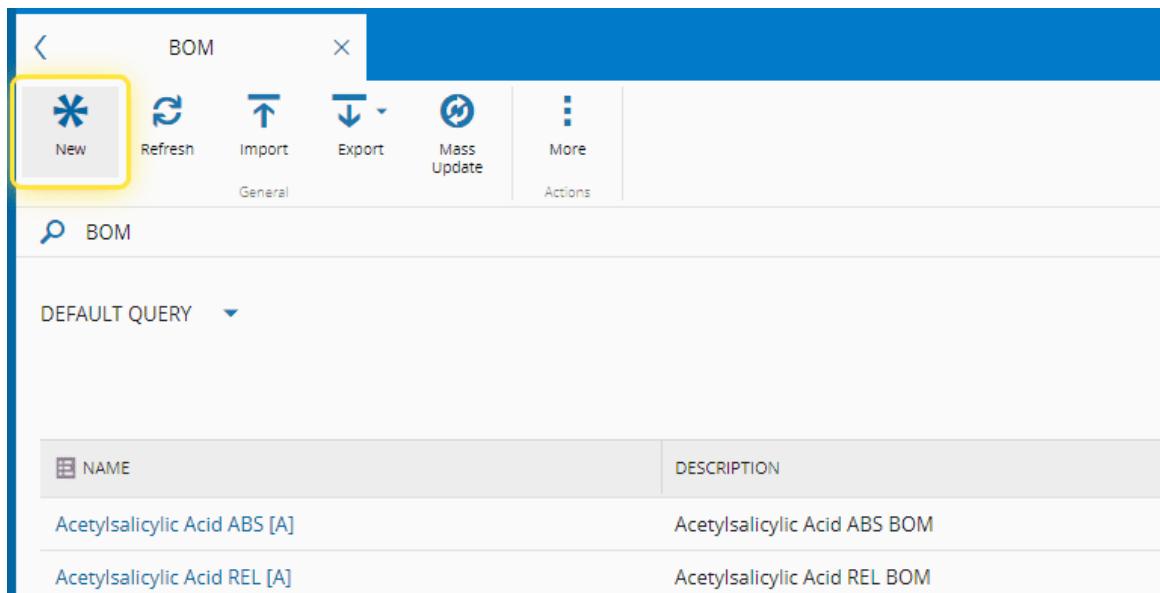
1. Go to the Business Data menu.



2. Select the BOM entity.



3. Select the New button.

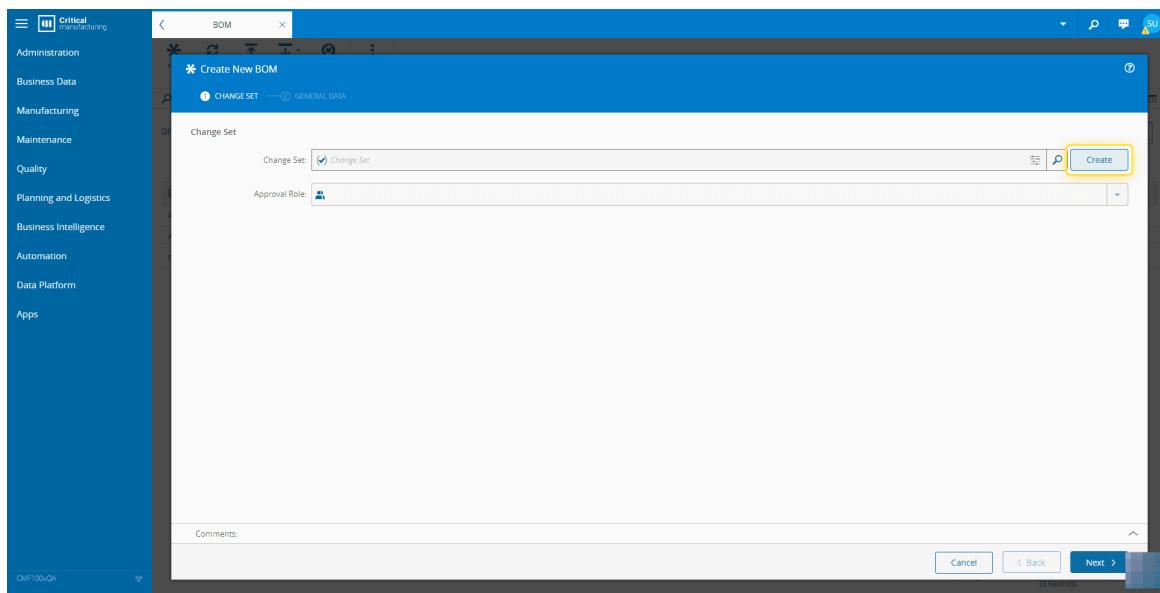


The screenshot shows the BOM (Bill of Materials) screen. At the top, there is a toolbar with the following buttons: New (highlighted with a yellow box), Refresh, Import, Export, Mass Update, and More. Below the toolbar, there is a search bar with the text 'BOM' and a 'DEFAULT QUERY' dropdown. The main area displays a table with two rows:

NAME	DESCRIPTION
Acetylsalicylic Acid ABS [A]	Acetylsalicylic Acid ABS BOM
Acetylsalicylic Acid REL [A]	Acetylsalicylic Acid REL BOM

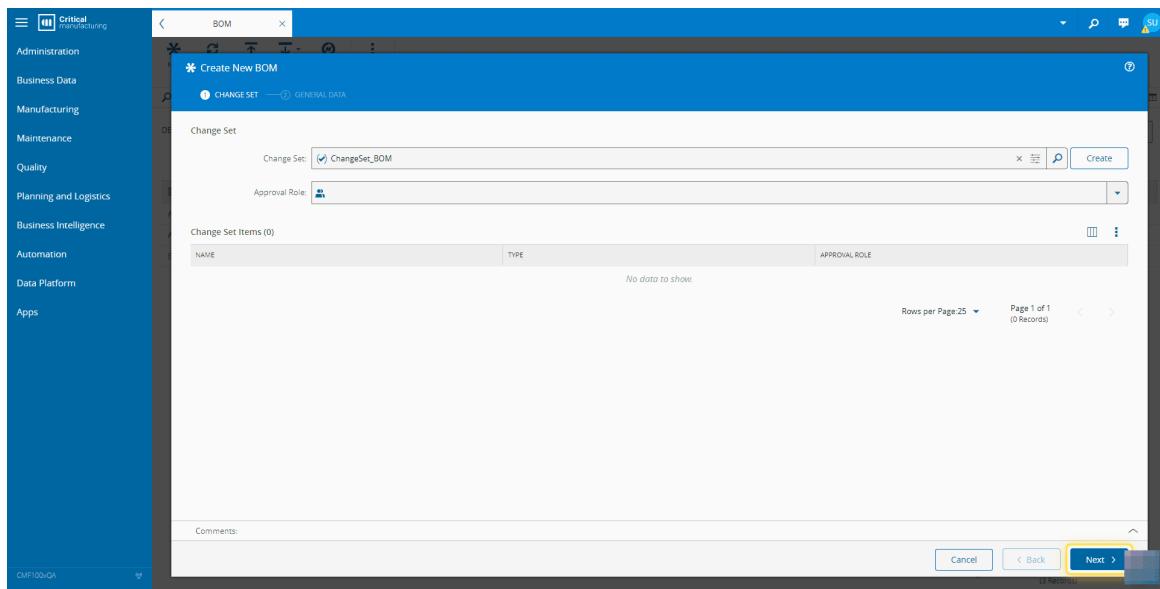
4. Under the Change Set tab, select an existing Change Set or Create a new one.

For more information, see [Create Change Set - Critical Manufacturing Documentation Portal](#)



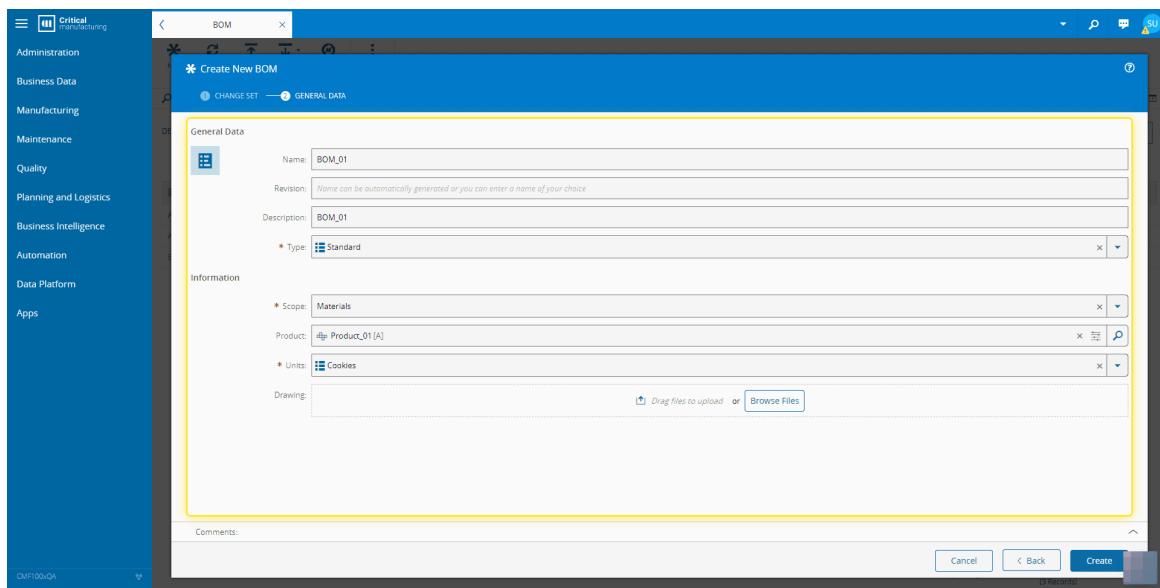
The screenshot shows the 'Create New BOM' dialog box. On the left, there is a navigation menu with the following items: Administration, Business Data, Manufacturing, Maintenance, Quality, Planning and Logistics, Business Intelligence, Automation, Data Platform, and Apps. The main area of the dialog box is titled 'Create New BOM' and contains a 'CHANGE SET' section. In this section, there is a 'Change Set' dropdown menu with 'Change Set' selected, and a 'Create' button (highlighted with a yellow box). Below the dropdown is an 'Approval Role' dropdown menu. At the bottom of the dialog box, there is a 'Comments:' text area and a 'Next >' button.

5. Select the Next button.



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

For more information, see [Create BOM - Critical Manufacturing Documentation Portal](#)



7. Select the Create button.

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

SU

BOM

* Create New BOM

CHANGE SET GENERAL DATA

General Data

Name: BOM_01

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

Description: BOM_01

Type: Standard

Information

Scope: Materials

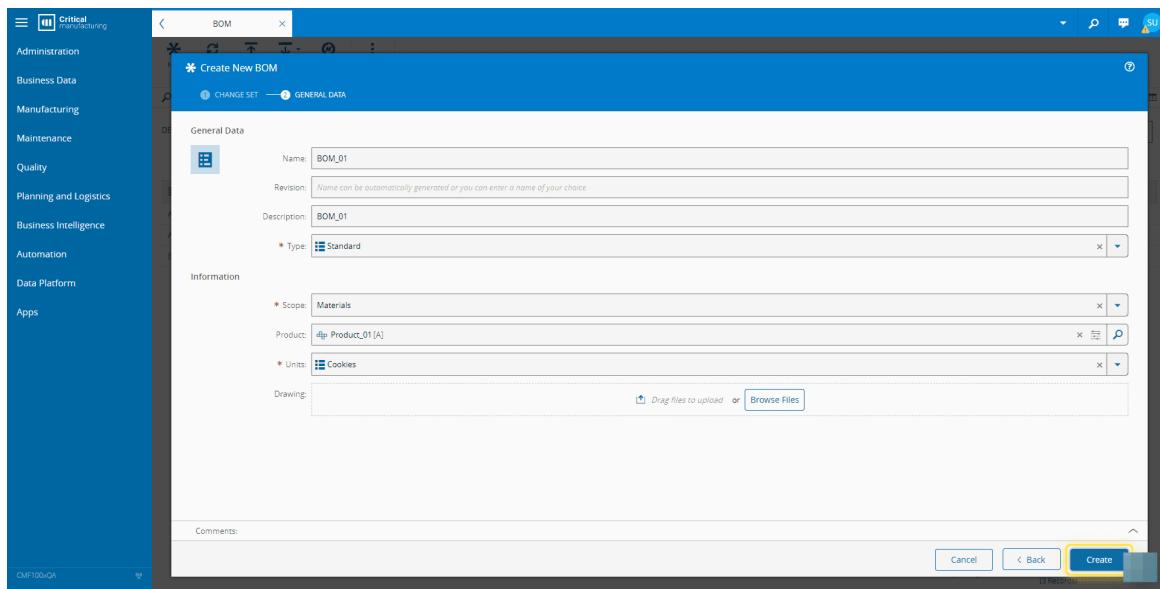
Product: Product_01 [A]

Units: Cookies

Drawing: Drag files to upload or

Comments:

Cancel < Back Create (3 Records)





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