How to Fix Errors
One of the most frequent calls to the helpdesk is on how to edit an existing MDS either to remove a warning/error or to update due to a customer rejection. This Document will cover:

- General Edit Rules
- When problems can be fixed in the Tree
- When edits must be fixed iteratively
- Replace and Copy/Paste Functions
- Copy/Copy vs. Copy/New Version
1. **If your MDS version is a whole number you CANNOT make changes on the Ingredients page or Supplier Data page!**

2. You can only copy/new version an MDS that your company created. We strongly suggest that you **not** copy data that was supplied by another company as your company will become responsible for data validity.

3. If the problem is on a released sub-node you must work your way up from the bottom of the tree – making copies of released nodes, fixing errors/warnings, releasing, going one level up, copying, deleting off old, adding in new, releasing, etc.

4. The system will not replace an old version of the data sheet with a new version. There is no global search and replace. **You must manually edit and replace.**

5. If the MDS is in “handshake” mode, you have to have your customer reject it before you can make any changes. **Do not cancel by deleting the recipient.** If you delete off the recipient, you will then have to copy/new version to make changes.
Fix in the Tree or in a Referenced MDS?

- If the problem exists below an IMDS icon with a black dot in it, you must go to the released datasheet to make the correction.

- For example, if I received a rejection for the name on +AS060, as it is the incorrect plating, I can fix the name here in the tree.

- But if the issue is on the ABS which is below the component with the black dot, I have to go to the released datasheet to replace that material, because it is a referenced datasheet.
FIX ERROR IN A TREE
Replace Material in a Tree

- Use Replace function
- First, highlight the material and the Replace button will become available
- Then, select item and click Apply
• Once the replacement is made, the new name is displayed.

• Notice, the weight remained the same.
FIX PROBLEM ON A REFERENCED MDS
Replacement Under a Referenced MDS

- The ABS material is under a referenced MDS, as indicated by the black dot in the icon. Therefore, we cannot complete a material replacement with ABS, as shown in the previous slides.

- Notice, when the ABS material is highlighted, there is no Replace button available.

- Replacement must be completed in the released datasheet and we must work from the bottom upwards.
• Select the ABS material in the tree and then Next to view the error

• This example will be to eliminate the 10% unspecified warning on the ABS

• The same steps are used to correct a rejection for:
  – no material number
  – no norm/standard
  – no material symbol
First, Fix the Material

- Four substances are shown in the ABS material. The Plasticizer, not to declare and Flame Retardant, not to declare are Jokers. The portion for the Flame Retardant is Rest. It is never a good idea to put Rest on a joker. (For a complete explanation, see Public Pages > FAQ > General Info > Why am I getting the 10% warning of undeclared substances?)
- We’ll change the portion to a fixed 5% and Save.
- After correcting, add the Supplier Data
- Then internally release
Second, Fix the Component

- Go up to the component where the ABS material is attached
- Make a copy of the component (see upcoming slides on copy/paste)
- **Replace** the ABS material as described on an earlier slide (Replace, Select, Apply)
- Then internally release
Third, Replace Component in Part

- Go up to the next component (part) where the “fixed” component is attached
- Make a copy of the fixed component and replace it (use Replace on Component for 6.1 Create tips)
- Then internally release or send/propose to customer
Result – Tree Updated

- No more warnings are shown because we ...
  1. Fixed the Flame Retardant substance in the material
  2. Fixed the component containing the ABS material
  3. Replaced the component in the part
REPLACE AND COPY/PASTE FUNCTIONS
Replace Rules

- Global replacements such as “replace all occurrences of arsenic in all own MDS by copper” are not available. The user must perform one-to-one replacements.

- Requirements for using the Replace function:
  - Replace function can only be used in a tree structure of an MDS/module that can be edited or modified – **version number is NOT a whole number and it is not in “handshake” mode**
  - The node to be replaced must have no other referenced nodes between it and the top of the tree (no icons with black dots)
  - The replaced node and the replacing node does not have to be released. Released nodes can be replaced by a non-released node and vice versa.
  - Replacements must be of same node type - component by component, semi-component by semi-component, material by material, substance by substance
When to use the Replace Function

- We can use the Replace Function in this example because:
  - Version not a whole number; therefore, not released
  - MDS not in “handshake” mode (must view Recipient data to check)
- Can use Replace on the nodes:
  - Testing 4.0 structure
  - Nickel Plated Bolt
  - Acrylic Resin (material)
- Cannot use Replace on the materials below **Testing 4.0 structure** and **Nickel Plated Bolt** because they are children of a referenced node (black dot in icon). This is not true for the **Plastic clip**.
Copy and Paste Functions

- The Copy and Paste functions act like a “clipboard” where the ID and name of a node can be stored for later use in the application. For this purpose, two buttons appear in the IMDS toolbar:
  - COPY
  - PASTE
  - If it is not appropriate to use the functions, the icons will be grayed out.

- Copy can only be used on nodes or tree structures found as a result of a search (icon has a black dot). The entire tree must be copied (no partial trees).

- Nodes or tree structures can only be Pasted into datasheets that can be edited (version number is not a whole number) and that are not in “handshake” mode (visible in Recipient data).
Copy a Tree Node

• Should you want to make the same change in more than one datasheet, you will need to use the Copy and Paste features.

• In this case, we’re going to use **Cover**.

• Highlight **Cover** and click on the **Copy** icon.
I’m going to Paste this onto the Gasket Assembly - and it can only be a child because the other components are referenced.

Click on the Paste and it is added to the tree.
MULTIPLE UPDATES TO REPLACE AN MDS
Let’s say we want to replace the ABS material that had a warning (see slide 10) everywhere it is used with a new version.

First use Analysis > Certificate of Expenditure to find where the ABS material is used.
In this case, we’ve already replaced the material on Component for 6.1 Create Tips. However, we will have to copy/new version of Additional Assembly for complex example and then replace that on the tree structure.

We’ve already updated this referenced component.
Summary

• A material issue must always be resolved on the material and not in any tree structure the material may be attached to.

• If it is the same part number, use copy/new version. If it is a change in part number, use copy/copy. (Some companies will reject if this point of Recommendation 022 is not followed).

• For more information about how IMDS works, please read Public Pages > FAQ > General Info > What you should know about IMDS...