

August 16, 2019

How to Find Requests

Version: IMDS Release 10.0

INTERNATIONAL
MATERIAL DATA
SYSTEM

Searching Sent Requests – Request Outbox (= own Requests)

You can find requests through Functions > Outbox > MDS Request or in the icon bar.



If you have a lot of Requests, you may want to use one of the other filters such as Deadline date or Request Status.

Click on Search. You may also export all results to a .csv file.

A screenshot of the 'MDS Request Recipient company' software interface. The interface has a top navigation bar with 'MDS', 'Functions', 'Administration', and 'Help'. Below this is a sub-menu with 'Own Requests', 'Ingredients', 'Supplier Data', 'Recipient data', 'Analysis', and 'MDS Request'. The main area is divided into several panels: 'Type / Project' with dropdowns for 'Type' and 'Project'; 'Date / Status' with fields for 'Deadline date' (from/to) and a 'Status' dropdown; 'Recipient / Requestor' with a search area for 'Recipient' and 'Company' and a 'Requestor' dropdown; and 'MDS' with fields for 'Assigned MDS', 'Part/Item No.', 'Name', and 'Supplier Code'. At the bottom, there is a table with columns 'Type', 'Project', 'Deadline date', and 'Status'. Callouts point to various features: 'Export Search results.' points to the 'Export' button; 'Date specific filters – Deadline Date or Status (e.g. open)' points to the 'Date / Status' panel; 'MDS Request Recipient company' points to the top navigation bar; 'Information on assigned MDS' points to the 'MDS' panel; and 'Search for results' points to the search icon in the bottom right.

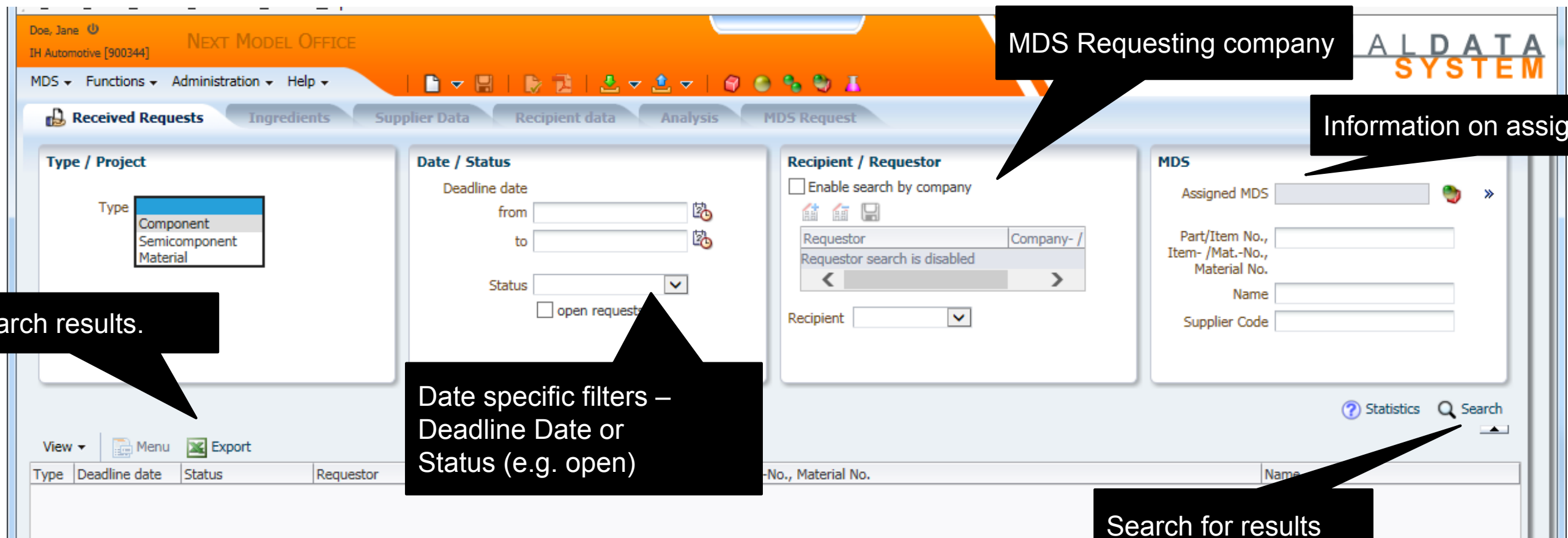
Searching Received Requests – Request Inbox

You can find requests through Functions > Inbox > MDS Request or in the icon bar.



If you have a lot of Requests, you may want to use one of the other filters such as Deadline date or Request Status.

Click on Search. You may also export all results to a .csv file.



The screenshot shows the 'Received Requests' interface in the ALDATA SYSTEM. The interface includes a navigation bar with 'MDS', 'Functions', 'Administration', and 'Help'. Below this are tabs for 'Received Requests', 'Ingredients', 'Supplier Data', 'Recipient data', 'Analysis', and 'MDS Request'. The main area is divided into several sections: 'Type / Project' with a dropdown menu for 'Type' (Component, Semicomponent, Material); 'Date / Status' with fields for 'Deadline date' (from, to) and a 'Status' dropdown; 'Recipient / Requestor' with a search area for 'Requestor' and 'Company' (noted as disabled), and a 'Recipient' dropdown; and 'MDS' with fields for 'Assigned MDS', 'Part/Item No.', 'Item- /Mat.-No.', 'Material No.', 'Name', and 'Supplier Code'. At the bottom, there is a table with columns for 'Type', 'Deadline date', 'Status', 'Requestor', and 'Name'. Callouts point to various features: 'Export Search results.' points to the 'Export' button; 'Date specific filters – Deadline Date or Status (e.g. open)' points to the date and status fields; 'MDS Requesting company' points to the 'Company' field in the requestor search; 'Information on assigned MDS' points to the 'Assigned MDS' field; and 'Search for results' points to the 'Search' button.