

 Vendor Collaboration Portal (VCP) - Package Innovation

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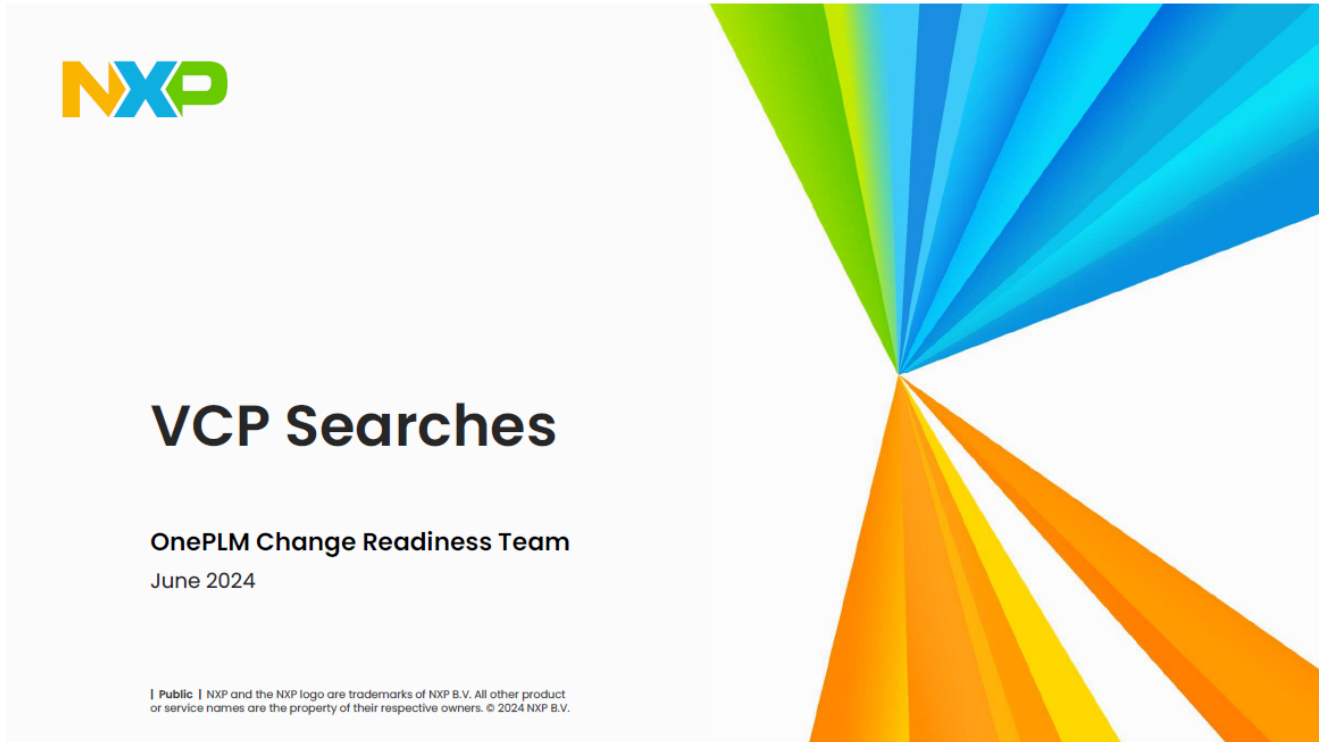
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Introduction

Vendor Collaboration Portal (VCP) is a web-based application that will allow Contract manufacturers to get the required data from Aras Innovator ePLM for third party production.

VCP Searches

VCP provides search features to enable quick access to the EMOs and Documents.



Training Objectives

- Explain the various searches available in Vendor Collaboration Portal (VCP)
- Understand how to use the search feature in (VCP)

My EMO Search Filters (continued)

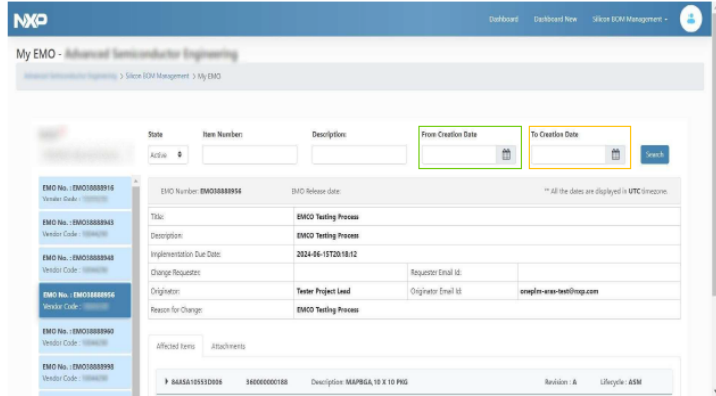
From Creation Date:

Select the creation date to search all the EMOs created post the date
Calendar date entry

To Creation Date:

Select the creation date to search all the EMOs created prior to the date.
Calendar date entry

To search within a specific period, use both the dates together.



Note: If required, multiple search fields can be used together to narrow down the search results.

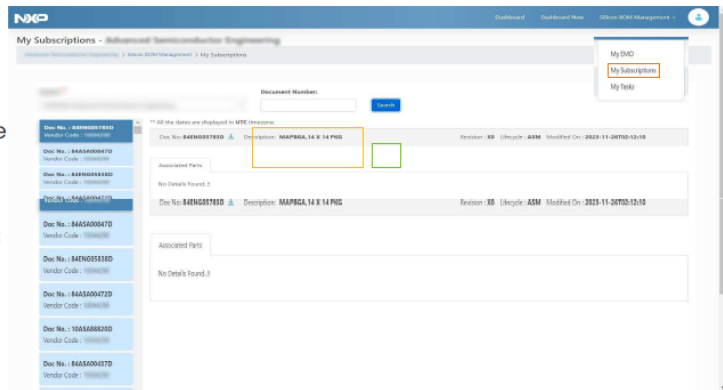
My Subscription Search

- Login in VCP using the credentials (Email and password)

1. Select the **My Subscriptions** menu under the **Silicon BOM Management**
2. To do a general search click the search button.
3. The display will show all the documents the vendor is subscribed to.

The left pane shows the list of all the documents.
The right pane shows the details of the document that is selected, including the associated part information.

To search a specific document, use the **Document Number** field.

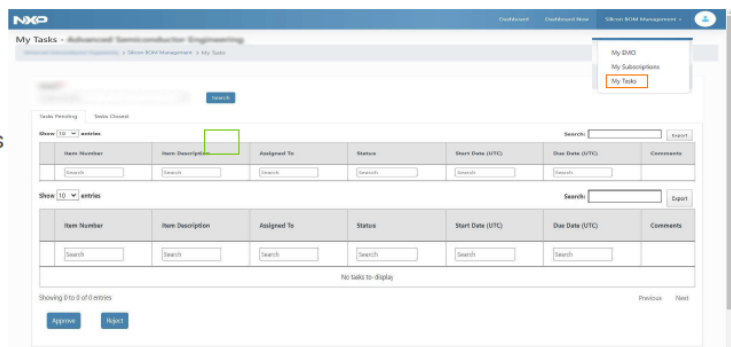


My Task General Search

- Login in VCP using the credentials (Email and password)

1. Select the **My Tasks** menu under the **Silicon BOM Management**
2. By default, Task Pending tab will be displayed.
3. To do a general search click the **search** button.
4. The display will show all the pending tasks specific to the vendor assigned EMOs.

Use the Tasks Closed tab to view the closed tasks. Closed tasks will be available only till the time the EMCO is not implemented in Aras Innovator.



NXP VCP SUBSCRIPTIONS

In this training module, the user will learn how to access My Subscriptions and download the document files associated to the parts in Vendor Collaboration Portal (VCP)



A vendor gets automatically subscriber to the document when the part related to this document has the vendor on the AML relationship.

The auto subscription happens when the document and the parts are released in Aras Innovator PLM system.

Email notifications will be received by the vendor for the following cases:

- First release of document and part if the vendor is already on the AML relationship in Aras Innovator, through DAR ECO/ECO.
- Document is revised and a new revision of the document is released in Aras Innovator, through DAR ECO/ECO.
- If new AML is added to the part with the same vendor through ECO/MCO.

Vendor will be auto un-subscribed If the AML with the specific vendor is removed from the part in Aras Innovator PLM system.

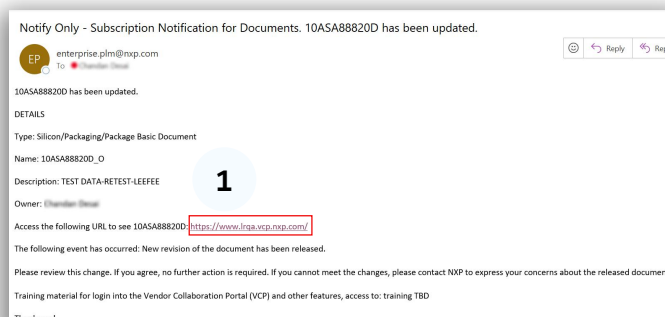
MY SUBSCRIPTIONS - VENDOR COLLABORATION PORTAL

1. From the email notification, click the VCP URL

<https://www.lrq.vcp.nxp.com/> hyperlink.

The link seen in the mail is a test server link.

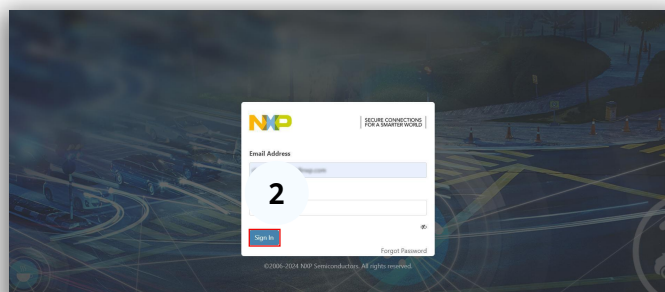
Production link: <https://www.vcp.nxp.com/web/guest/home>



DASHBOARD - VENDOR COLLABORATION PORTAL

2. The VCP login page will open.

Fill the credentials (Email Address and password) to access the vendor account and click the **Sign In** button.

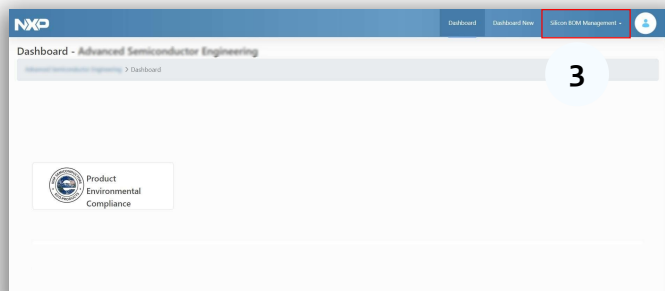


DASHBOARD - VENDOR COLLABORATION PORTAL

3. Click the Silicon BOM Management



dropdown menu.



DASHBOARD - VENDOR COLLABORATION PORTAL

4. Click the My Subscriptions



menu.

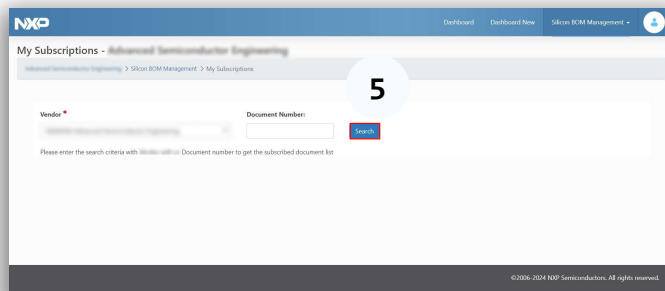


MY SUBSCRIPTIONS - VENDOR COLLABORATION PORTAL

5. To do a general search, click the Search



button.

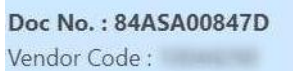


MY SUBSCRIPTION - VENDOR COLLABORATION PORTAL

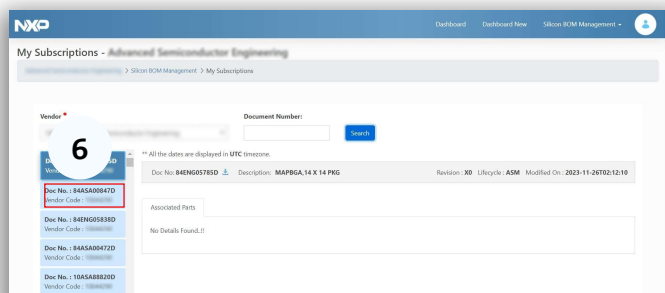
6. The screen will refresh to show all the documents the vendor is subscribed to. The left pane shows all the subscriber documents and the right pane shows the details of the document. By default, the details related to the first document listed will be displayed.

To select another document, available on the screen, the blue rows in the left pane can be clicked.

For this example, click the Doc No.:84ASA00847D




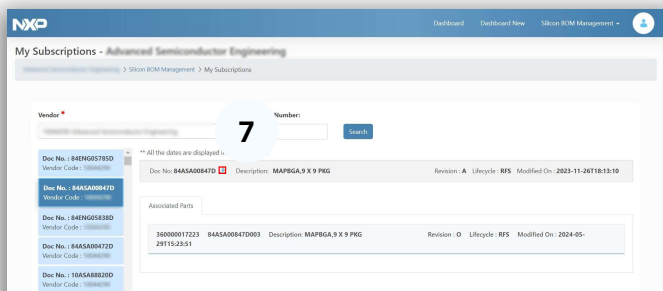
row.



MY SUBSCRIPTIONS - VENDOR COLLABORATION PORTAL

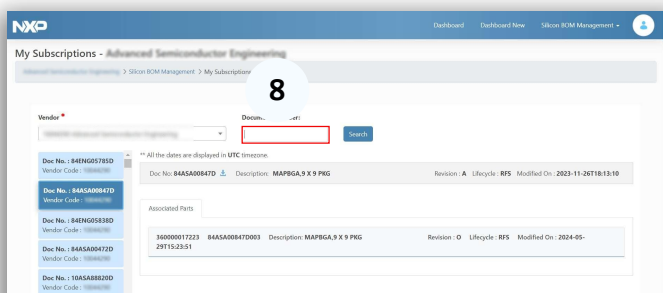
7. The screen shows the details related to 84ASA00847D document including the associated part specific to the vendor.

To download the file attachment of the document, click the **Download file**  icon.



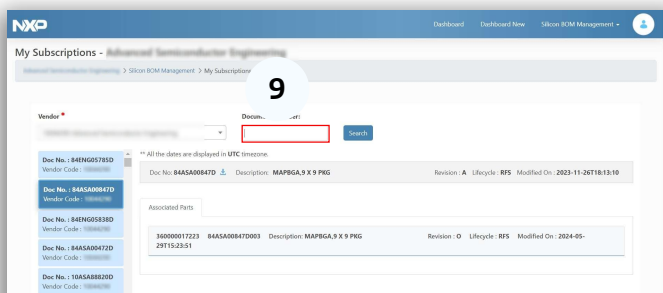
MY SUBSCRIPTIONS - VENDOR COLLABORATION PORTAL

8. To search for a specific document, click in the **Document Number** field.



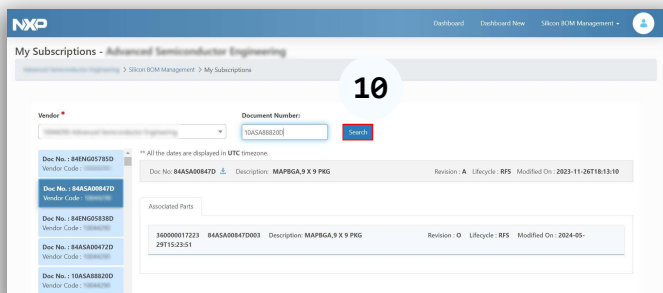
MY SUBSCRIPTIONS - VENDOR COLLABORATION PORTAL

9. Type **10ASA88820D** in Document Number field.



MY SUBSCRIPTIONS - VENDOR COLLABORATION PORTAL

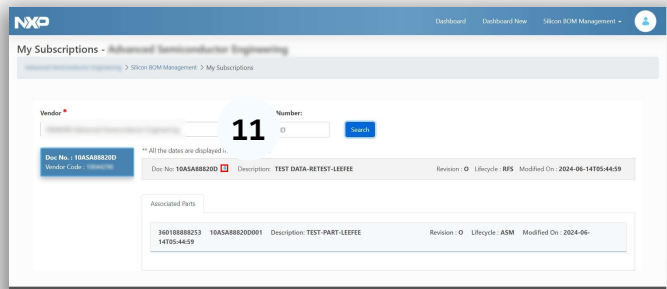
10. Click the **Search**  button.



MY SUBSCRIPTIONS - VENDOR COLLABORATION PORTAL

11. The screen shows the details related to the specific document including the associated part specific to the vendor.

To download the file attached to the document, click the **Download file** icon.



The user has now completed the VCP- My Subscription training module.

NXP VCP FILE DOWNLOAD

In this training module, the user will learn how to access the EMOs and download the files associated to the parts in Vendor Collaboration Portal (VCP)



Files associated with the documents related to the parts being processed through EMO as well as EMO attachments can be downloaded from VCP through the My EMO menu option.

Files can be downloaded for both CAD and non CAD parts. All the files are downloaded in a single zip folder.

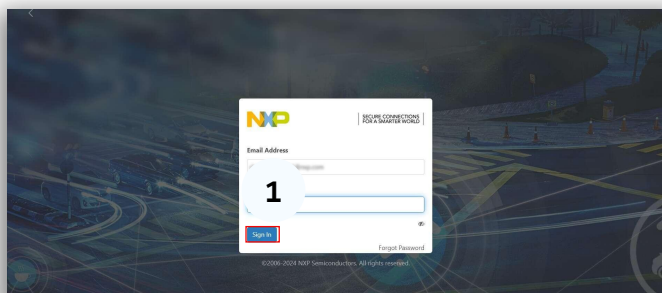
Based on the type of CAD document, BOI relationship documents are also downloaded.

DASHBOARD - VENDOR COLLABORATION PORTAL

1. Go to VCP login page and fill the credentials (Email Address and password) to access the vendor account.

VCP Production link: <https://www.vcp.nxp.com/web/guest/home>

Click the Sign In  button.

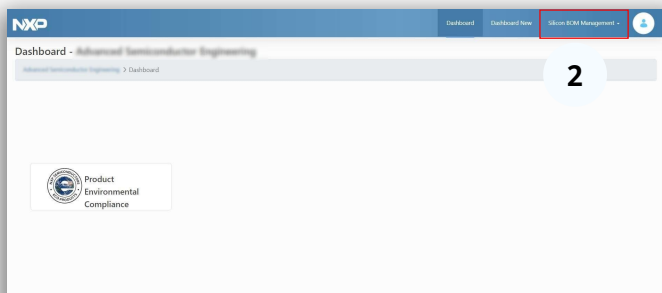


DASHBOARD - VENDOR COLLABORATION PORTAL

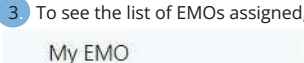
2. The vendor dashboard will be displayed. To access the silicon BOM management menus, click the

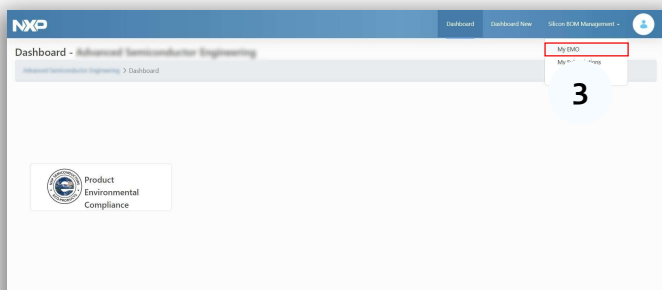
Silicon BOM Management 

dropdown menu.



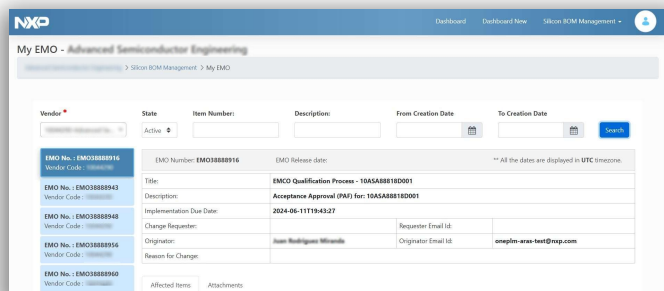
DASHBOARD - VENDOR COLLABORATION PORTAL

3. To see the list of EMOs assigned, click the My EMO  menu.

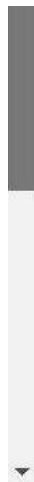


MY EMO - VENDOR COLLABORATION PORTAL

4 All the active assigned EMOs will be listed on this page. By default the first EMO details will be displayed on the screen.

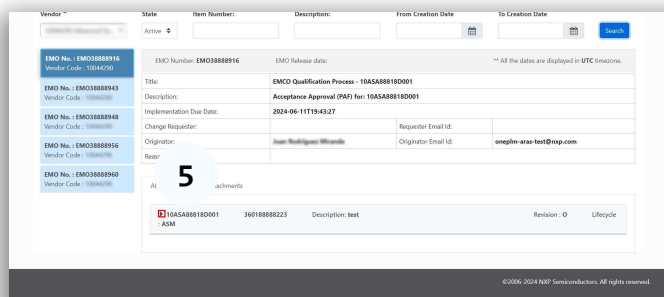


To see the affected items, click the EMO vertical scroll bar.



MY EMO - VENDOR COLLABORATION PORTAL

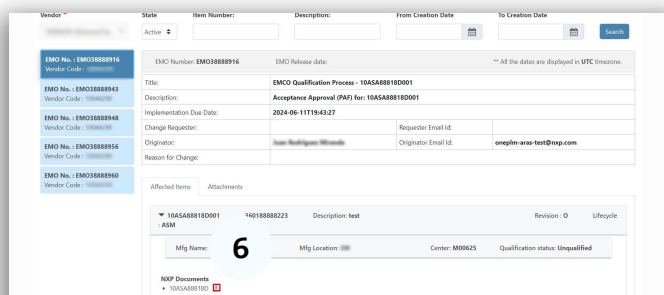
5 To view more details related to the affected items, click the Expand button.



MY EMO - VENDOR COLLABORATION PORTAL

6 The details of the part will be displayed on the screen.

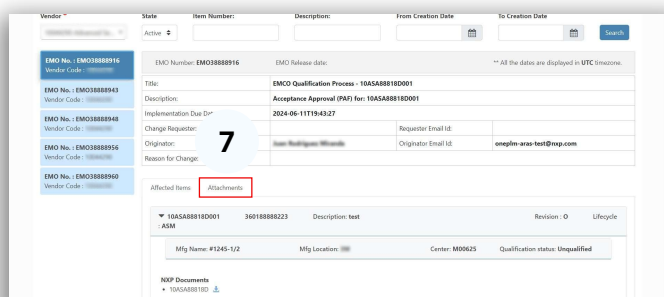
To download the files related to the document of the part, click the Download file icon.



MY EMO - VENDOR COLLABORATION PORTAL

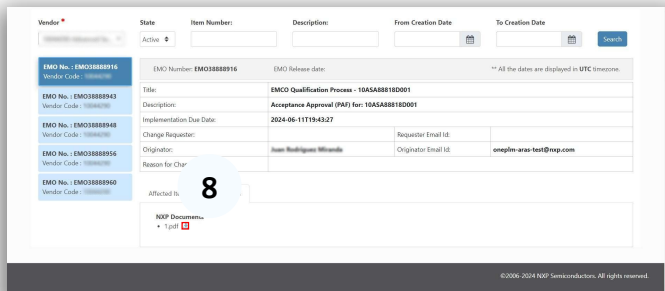
7 To check if there is any attachment to the EMO, click the Attachments

tab.



MY EMO - VENDOR COLLABORATION PORTAL

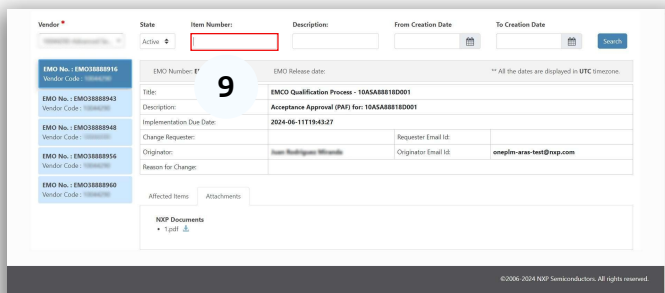
8. To download the EMO attachment, click the **Download file**  icon.



MY EMO - VENDOR COLLABORATION PORTAL

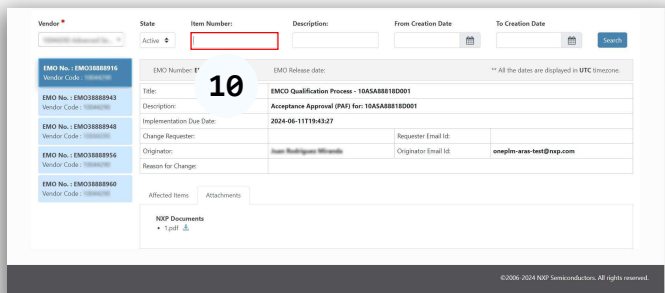
9. To see the details of other EMOs listed, user can click on the EMO number on the left pane of the screen.

To search an EMO using the item number search filter, click in the **Item Number Search** field.



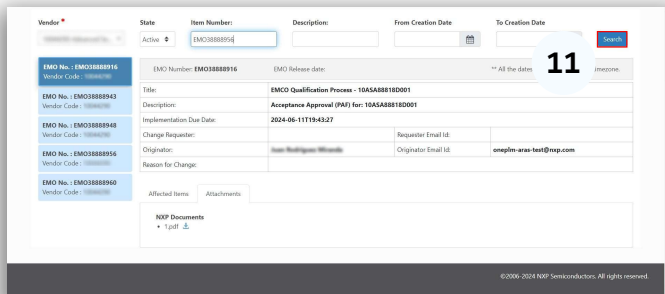
MY EMO - VENDOR COLLABORATION PORTAL

10. Type **EMO3888956** in **Item Number Search** field.



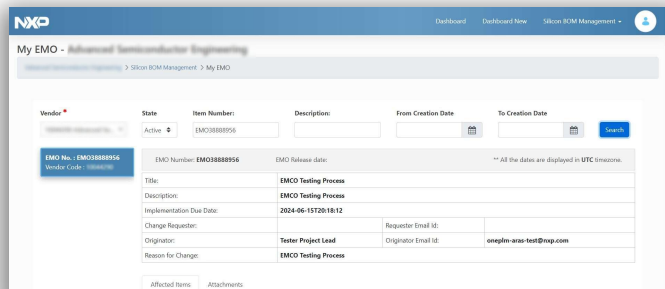
MY EMO - VENDOR COLLABORATION PORTAL

11. Click the **Search** button.



MY EMO - VENDOR COLLABORATION PORTAL

12. The EMO details will be available on the screen.



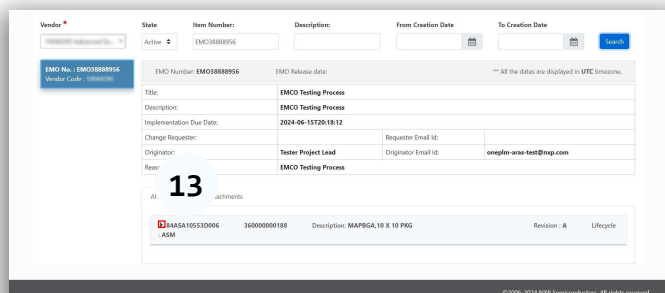
12

To see the affected item details, click the **EMO** vertical scroll bar.



MY EMO - VENDOR COLLABORATION PORTAL

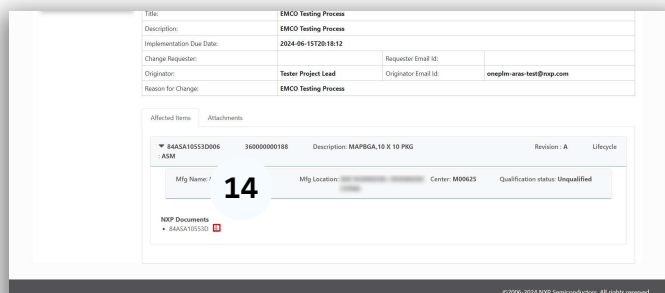
13. To see the part details, click the **Expand** button.



13

MY EMO - VENDOR COLLABORATION PORTAL

14. To download the files, click the **Download file** icon.



14



The user has now completed the VCP file download through My EMO training module.

Last changed on: 10/11/2024 10:29 PM by Leticia Lopez	Version: V4.0
VCP File Download (My EMO)	Page 5 of 5

NXP VCP TASK MANAGEMENT (EMO-MY TASK)

In this training module, the user will learn how to complete the task, related to EMO processing, assigned in Vendor Collaboration Portal (VCP)



An EMCO in Aras Innovator PLM system requires a vendor to view and approve/ reject the EMCO when in External Review state as part of the approval process. To facilitate this, an email notification is generated and sent to the Vendor to provide an overview of the EMCO and the required action (approve or reject). Upon receiving the email notification, the vendor can log in to VCP and navigate to the My Tasks page.

The My Tasks page displays the pending tasks which correspond to the EMOs. There are two tabs: 1.) Task Pending 2.) Task Closed.

By default, all tasks will be sorted by due date. The due date is color coded to indicate if the tasks are close to or have passed the due date.

A vendor can search for a particular task by using the available search features on the page.

The task row will also display the link to a EMO. Click on the link to open the EMO on a new page.

Once the view/download file actions have been performed in the EMO details, the vendor must go back to the My Tasks page to select the task checkbox and click the Approve or Reject button.

A Task Reminder notification is generated and sent to the vendor prior to the task due date. After the task due date has passed, reminder notifications are sent daily.

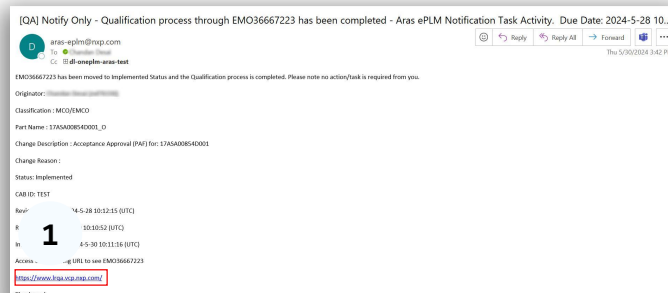
Task Closed tab, shows all the completed tasks, approved or rejected. These closed tasks will display until the EMO is fully closed (implemented in Aras Innovator).

This module will show you how to view and act upon Tasks in VCP.

WELCOME - VENDOR COLLABORATION PORTAL

- 1. From the email notification, click on the **VCP URL**
<https://www.lrqa.vcp.nxp.com/> hyperlink.

The link seen in the mail is a test server link.
Production link: <https://www.vcp.nxp.com/web/guest/home>



Last changed on: 10/11/2024 10:26 PM by Leticia Lopez	Version: V2.0
VCP Task Management (EMCO-My Task)	Page 1 of 7

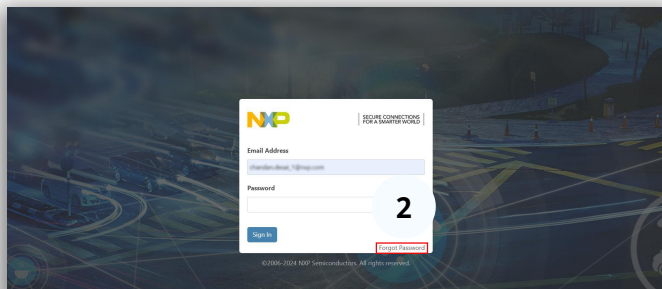
WELCOME - VENDOR COLLABORATION PORTAL

- 2 On the VCP login page, fill in the credentials (Email Address and password) to access the vendor account.

If you dont remember your password, you can reset the password using the Forgot Password.

To update the password, click the

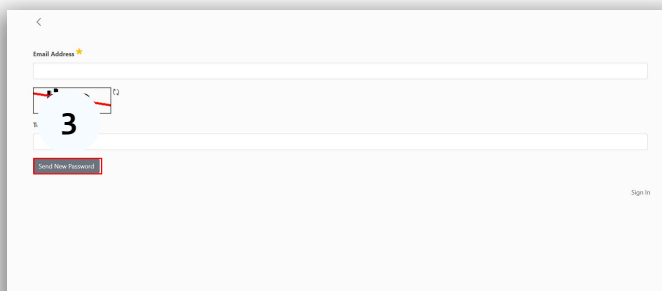
[Forgot Password](#) [Forgot Password](#) hyperlink.



WELCOME - VENDOR COLLABORATION PORTAL

- 3 Fill the two mandatory fields and, click the **Send New Password**

Send New Password hyperlink.

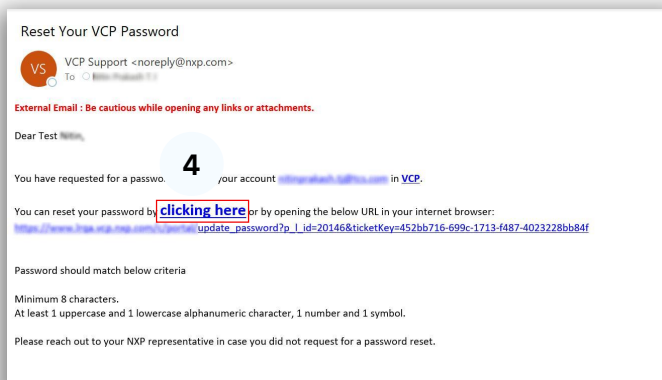


WELCOME - VENDOR COLLABORATION PORTAL

- 4 To reset the password, click the

Clicking here · **[clicking here](#)** hyperlink.

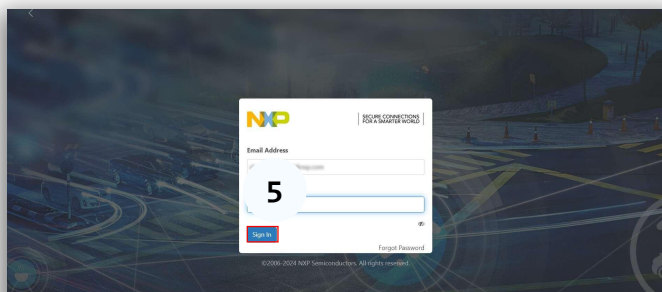
Password can also be changed by opening the mentioned URL in internet browser.



WELCOME - VENDOR COLLABORATION PORTAL

- 5 Once the password is successfully reset, go back to the VCP login page and fill the credentials (Email Address and password) to access the vendor account.

Click the **Sign In** [Sign In](#) button.



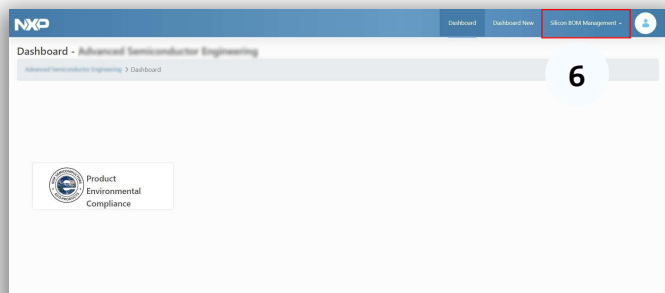
DASHBOARD - VENDOR COLLABORATION PORTAL

6. The system will refresh to display the Vendor Dashboard.

Click the Silicon BOM Management

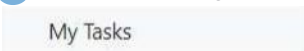


dropdown menu.

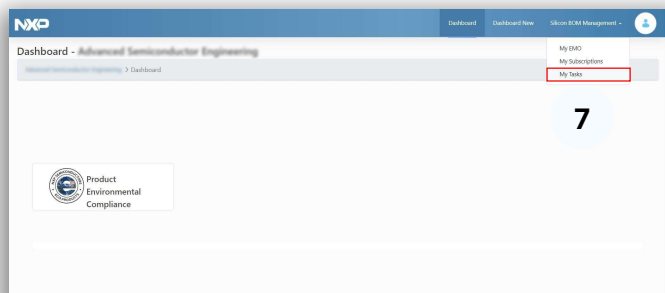


DASHBOARD - VENDOR COLLABORATION PORTAL

7. To view the tasks assigned, click the My Tasks



row.



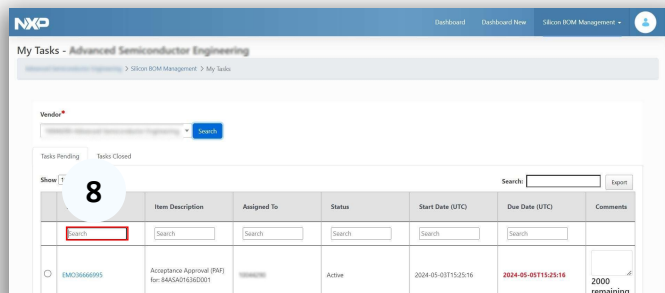
WELCOME - VENDOR COLLABORATION PORTAL

8. By default, the Task Pending tab will be displayed. All pending tasks will be listed and sorted by due dates.

The dates are highlighted in:

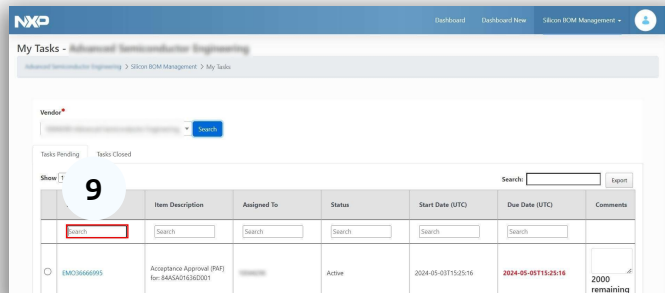
- Normal black font: When Task date has not passed
- Amber color: When task due date is past 2 days
- Red color: When Task due date has passed by more than 2 days

To search a specific EMO, click in the Item Number Search field.



WELCOME - VENDOR COLLABORATION PORTAL

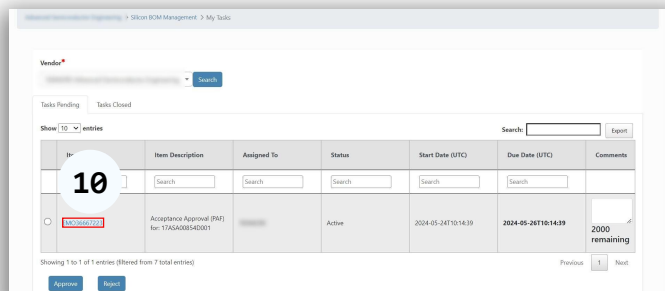
9. For this example, type EMO36667223 in the Item Number text box.



WELCOME - VENDOR COLLABORATION PORTAL

10. The table will be refreshed to show only the EMO that needs to be processed.

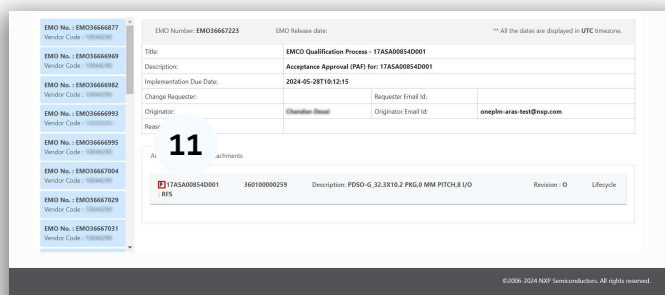
To view the EMO details, click the [EMO36667223](#) [EMO36667223](#) hyperlink.



MY EMO - VENDOR COLLABORATION PORTAL

11. The EMO opens in a new tab called "MY EMO". Details of the EMO are now available for review.

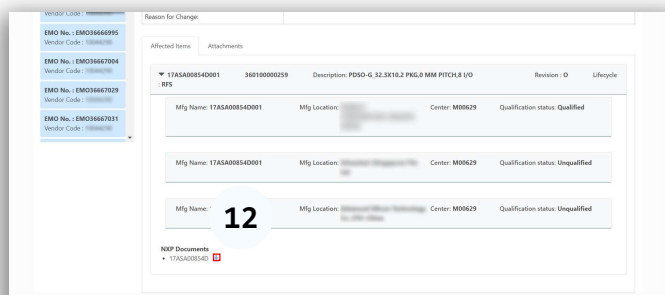
To view the files for the affected items, click **Expand** button.



MY EMO - VENDOR COLLABORATION PORTAL

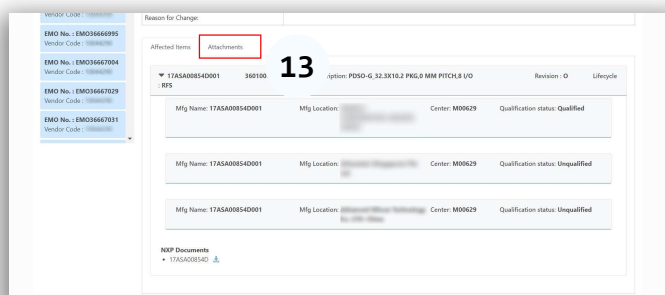
12. The details of the piece parts related to the vendor are now available.

To download the CAD document files associated to the piece parts, click the **Download file** icon.




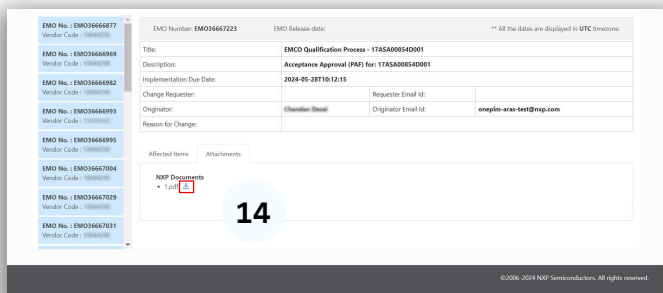
MY EMO - VENDOR COLLABORATION PORTAL

13. To view the attachment to the EMO, click the **Attachments** tab.



MY EMO - VENDOR COLLABORATION PORTAL

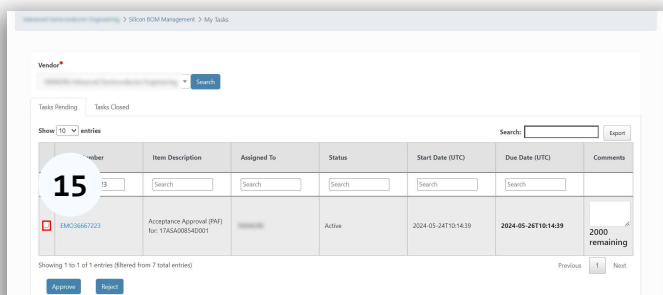
14. To download the EMO attachment, click the **Download file**  icon



WELCOME - VENDOR COLLABORATION PORTAL

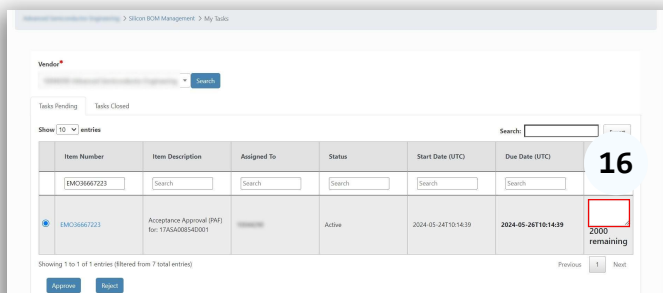
15. Once the files are reviewed, the user has to go back to the "My Task" page.

For this example, to further process the EMO, click the **EMO36667223** radio button.



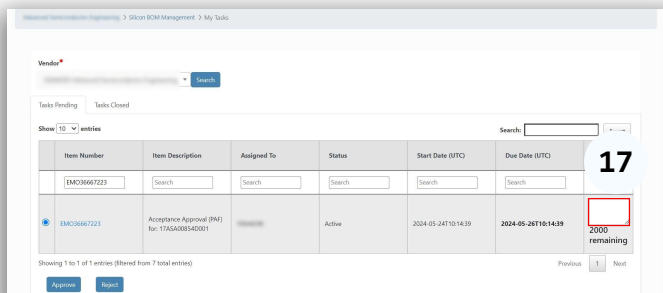
WELCOME - VENDOR COLLABORATION PORTAL

16. To add comments, click in the **Comments** text box.



WELCOME - VENDOR COLLABORATION PORTAL

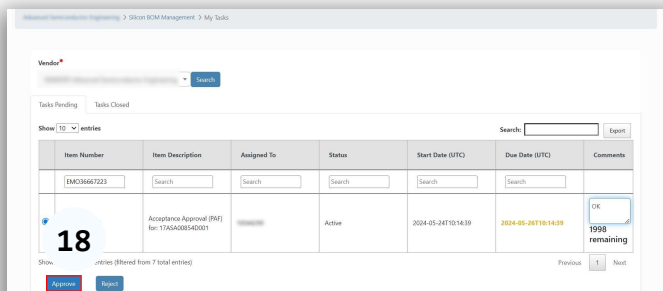
17. For this example, type **OK** in the **Comments** text box.



WELCOME - VENDOR COLLABORATION PORTAL

18. The user can either approve or reject the EMO.

For this example, click the **Approve** button.



WELCOME - VENDOR COLLABORATION PORTAL

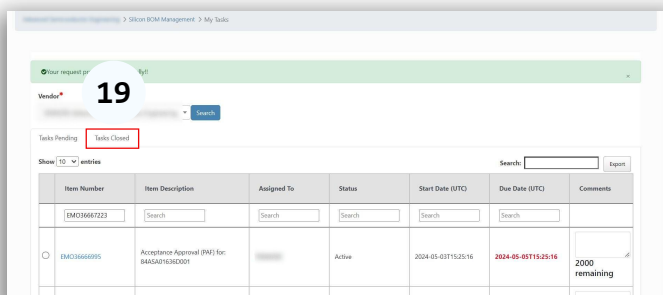
19. The approval process is successfully completed. We have now completed the Tasks Pending tab actions.

All the approved/ rejected tasks that were acted upon and closed, but EMO not implemented, can be viewed in Task Closed tab.

To view the closed task, click the **Tasks Closed**

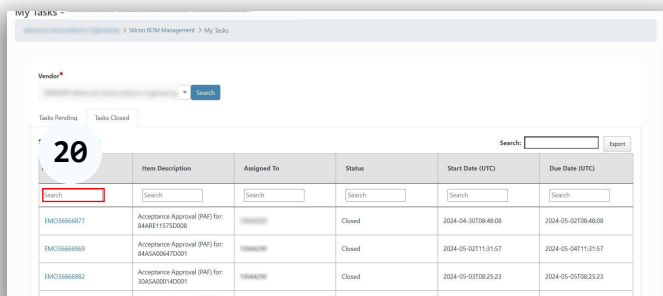


tab.



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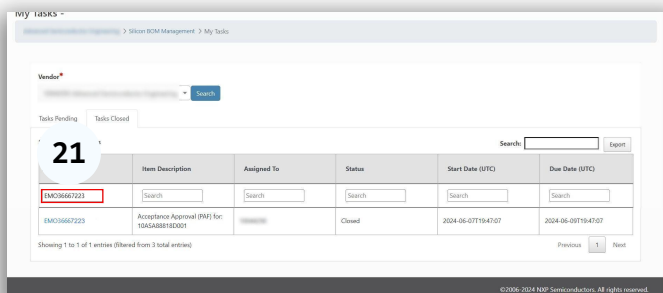
20. To search the EMO which was approved, click in the **Item Number Search** field.



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21. For this example, type **EMO3667223** in the **Item Number** text box.

The table will be refreshed to show only the EMO that was approved with status as closed.



The user has now completed the VCP-My Task training module.

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Conclusion

Thank you for viewing this content.