



# eLabel Training for Hardware Providers

POIWG Face-to-Face #39  
Nancy Pocklington  
Cargo Mission Contract (CMC)  
January 28, 2016



# Agenda

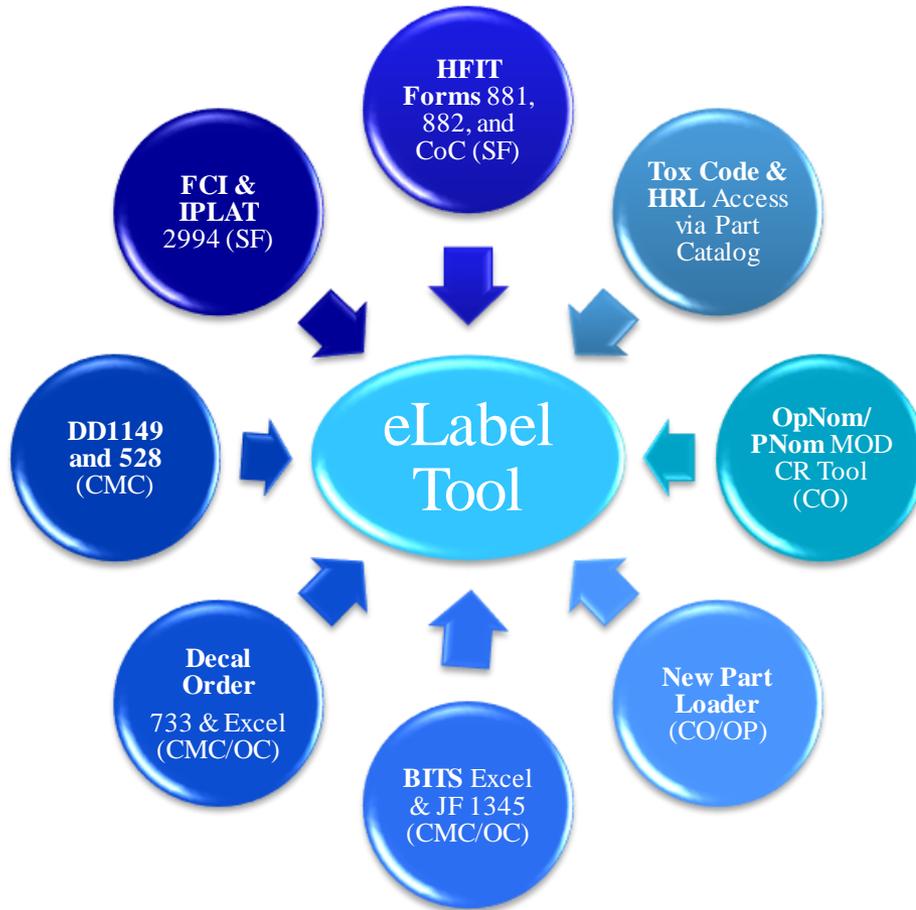


- Introduction & Access
- New Hardware Development Scenario
  - Select/Create Workspace
  - Create Project
  - Create Label Plan
    - Identify New P/Ns
    - Submit OpNom Request
    - Initiate HFIT Request
    - Submit Label Plan
  - Submit New Parts Request
  - Requirements & Label Coordination
  - Order Flight Decals
  - Install Labels & Close Verifications
- Initiating Stand-alone Requests
  - New Part Numbers, OpNoms, Non-Flight Decal Lab Orders,



# Why eLabel?

## Problem State



- *Multiple label processes causing confusion for HPs*
  - 7 different processes
  - Multiple Process owners
  - 10 different forms, some electronic but most paper
- *Duplication of data entry into multiple forms*
- *Difficult to track status*
- *Traceability across processes is difficult*
  - Approvals via hard copy signatures or email
  - Multiple repositories for label processing data
- *Numerous Issue Reports (IRs) related to cargo labeling*
- *Processes flight centric*



# What is included in the eLabel Tool?



- Request New Part Numbers be added to the ISS Parts Catalog in MIDAS (*New Part Loader, email requests*)
- Obtain/change OpNoms/PNoms (*OpNom/ PNom MOD CR Tool*)
- Obtain Barcode exemptions (*Form JF 1345*)
- Obtain HFIT Support & Reviews (*email requests*)
  - Requirements coordination & verification
- Obtain Label Plan Approvals (*Form 2994 and email*)
  - Requirements coordination & verification
  - Coordination of label content, location, material etc.
- Obtain Approval for Changes to previously approved label plans (*Form 2994*)
- Order from the Decal Design & Production Facility (DDPF) (*Form 733*)
  - Flight and non-flight labels
  - Includes IMS Barcode and RFID decals



# eLabel Tool Access (Domestic & International)



- NDC account required
  - IPs with NDC accounts have access also (same approach as eLRODS)
- New myCMC users need to request access
  - <https://mycmc.jsc.nasa.gov/>
  - Requests processed the same day (weekday)
  - Click on the “request access” link embedded in the pop-up message indicating you don’t have access
- Current myCMC users Go to eLabel Tool
  - <https://mycmc-apps-ext.jsc.nasa.gov/eLabel/>
  - Login with ndc account ID/PW
- Process Owners Reviewing/Approving Requests
  - Access groups are pre-defined by process owners.
- You are encouraged to access the tool now and provide feedback via the [Beta Discussion board](#) or via the Help button



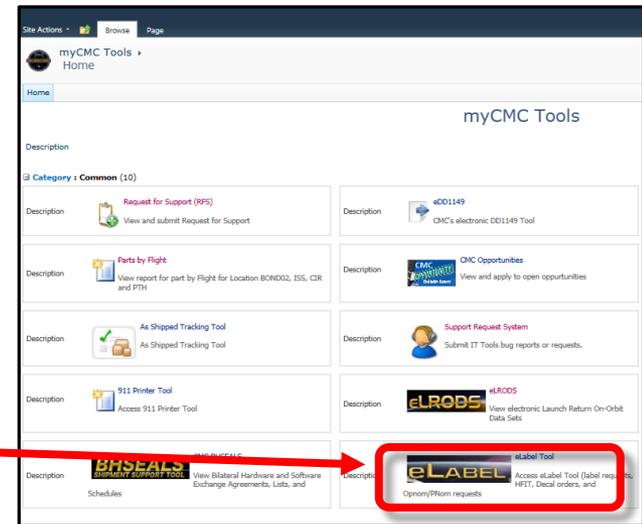
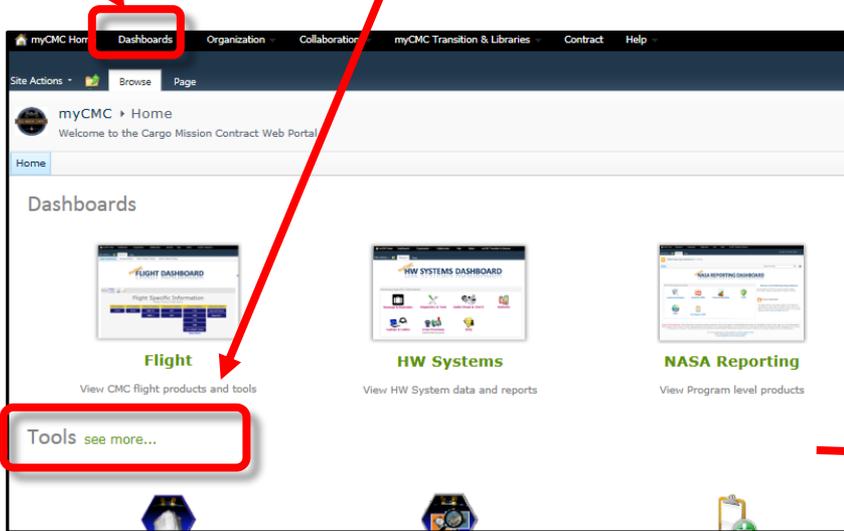
# Tool Location



- myCMC Home

(<https://mycmc.jsc.nasa.gov/>) ->

Dashboards -> Tools -> Tools Quick Links



- In the future, a link will be placed on the [ISS Program Applications List](#)





# eLabel Home Page



- PowerPoint training presentations posted on eLabel Home: <https://mycmc-apps-ext.jsc.nasa.gov/eLabel/>

The screenshot shows the eLabel Home Page interface. The top navigation bar includes "Home" and "Open BETA Discussion". The left sidebar contains a menu with items: Home, My eLabel, Notifications, New Parts In Process, HMST Flight Processing, Search, Label Catalog, Reports, Help, Questions?, eLRODS, and myCMC Links. The main content area features a "CARGO MISSION CONTRACT" banner with a "Powered by: Cargo Mission Contract" tag. Below the banner is a "Welcome to the eLabel Application Site" message. On the right side, there is an "ATTENTION" box stating that eLabel will be offline every day for maintenance from 04:00 AM - 04:30 AM Houston time (09:00 - 09:30 GMT/UTC). Below this is a "BETA Presentation" section with a link to "Click here to open the BETA presentation." A red box highlights the "Training Presentations" link, which lists several presentations: "eLabel - Introduction and Overview.", "eLabel - How to Add New Parts to ISS Parts Catalog without a Label Plan.", and "eLabel - How to Order Flight Decals for Heritage HW."



# User Roles within the Tool



- Hardware Provider (HP)
- Reviewers/Evaluators – Review requests for
  - Label Plans (IPLAT/LRT)
  - Human Factors Integration Team (HFIT) Assessments
  - Operations Nomenclature/Procedure Nomenclature (OpNom/PNom)
  - Addition of New Parts to ISS Parts Catalog
  - Barcode Exemptions
  - Decal Orders



# New Flight Hardware Scenario



# New Flight H/W

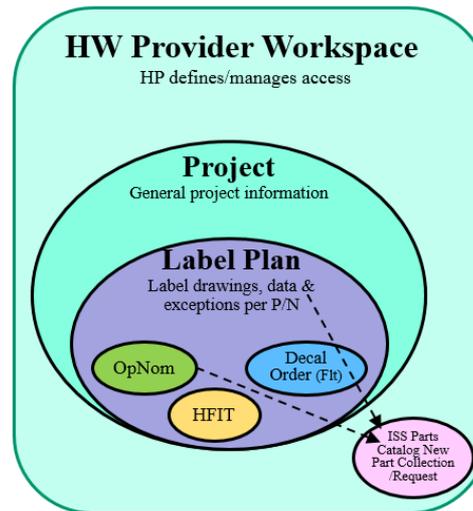
## Recommended Sequence

1. Create a Workspace or open an existing Workspace
2. Create a Project
3. Create an eLabel Plan
  - Identify New Parts (*stages new parts for submission to MIDAS ISS Parts Catalog Quality Assurance*)
  - Submit OpNom Request (*nominal processing = 2 weeks* )
  - Submit Request for HFIT support (*initiates dialog with HFIT and rep. assignment*)
  - Submit eLabel Plan for Review (*initiates coordination and IPLAT rep. assignment*)
4. Verify/Submit New Parts Request to MIDAS ISS Parts Catalog Quality Assurance (*nominal processing = 2 business days* )
5. Receive Label Plan Approval
6. Submit Decal Request (*nominal processing = 30calendar days* )
7. Install Labels
8. Add Verification Data & Coordinate Closure (*coordinate with IPLAT/HFIT representatives*)



# New Flight Hardware Scenario

## Step 1 Create/Select Workspace





# Data Security/Visibility Controlled by Workspace



What is a Workspace?

“Perimeter fence” used to restrict access to data within.

How do I control Access to my Workspace?

- HPs manage access to their data via the POC assignments within their Workspace or by using the “Add POC” button on the Workspace home page
- Access is granted when the HP identifies a POC within the workspace
- Primary and Secondary POCs are identified within each type of requests (Label Plans, HFITs, OpNoms, etc.) **Note: Only Primary and Secondary Reviewers receive email notification of status changes.**
- All POCs within a Workspace have the same permissions

Do I need to “invite Reviewers?”

No - Reviewer access is controlled by user group assignments (HFIT, IPLAT, OPNOM, etc.) identified by process owners

## Recommendation

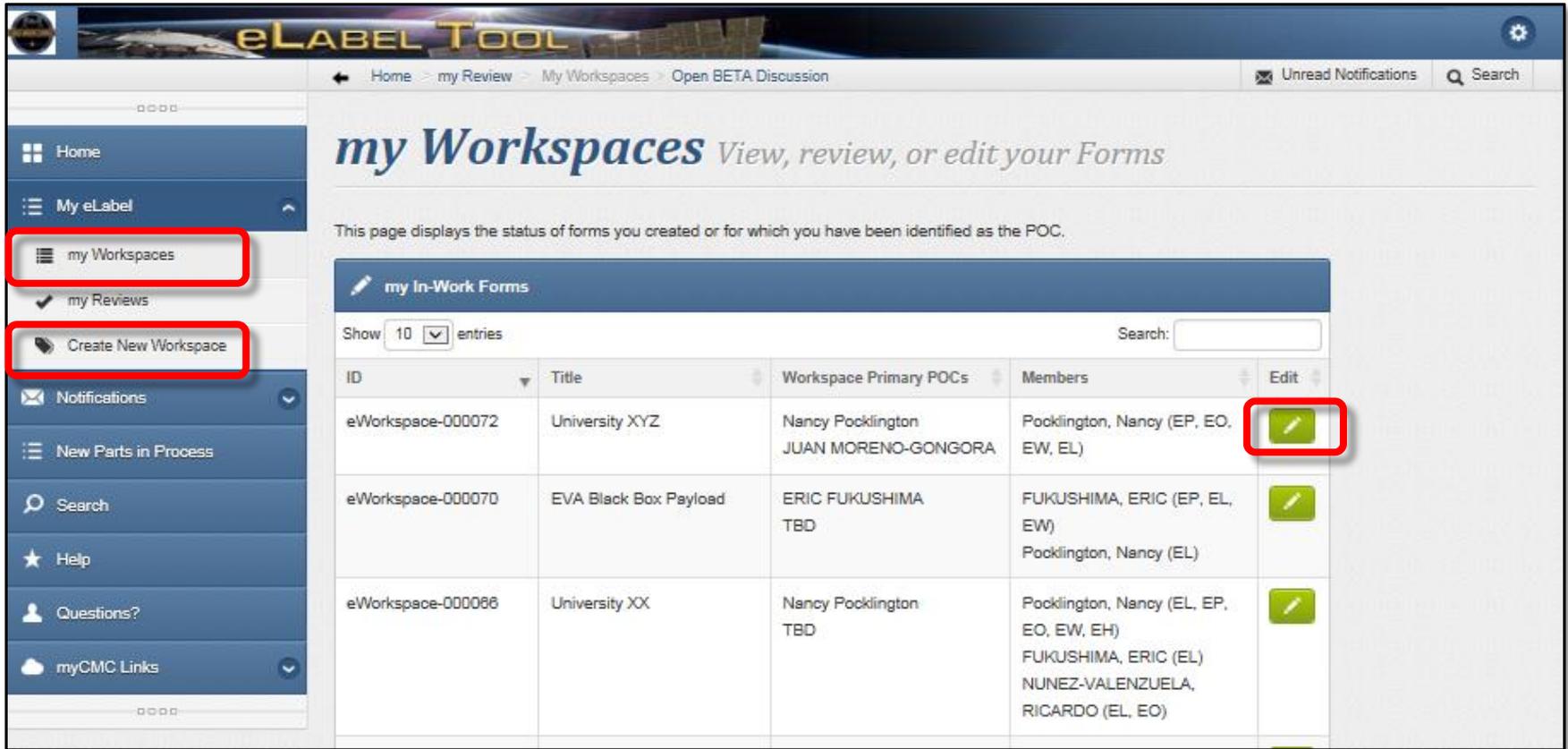
- Minimize the number of HP workspaces to minimize data entry. Data within one Workspace is not accessible by another Workspace



# My Workspace



- Listing of all Workspaces you have access to
- Create New Workspace
- Edit existing Workspace 



Home > my Review > My Workspaces > Open BETA Discussion

Unread Notifications Search

## my Workspaces *View, review, or edit your Forms*

This page displays the status of forms you created or for which you have been identified as the POC.

### my In-Work Forms

Show 10 entries Search:

ID	Title	Workspace Primary POCs	Members	Edit
eWorkspace-000072	University XYZ	Nancy Pocklington JUAN MORENO-GONGORA	Pocklington, Nancy (EP, EO, EW, EL)	
eWorkspace-000070	EVA Black Box Payload	ERIC FUKUSHIMA TBD	FUKUSHIMA, ERIC (EP, EL, EW) Pocklington, Nancy (EL)	
eWorkspace-000066	University XX	Nancy Pocklington TBD	Pocklington, Nancy (EL, EP, EO, EW, EH) FUKUSHIMA, ERIC (EL) NUNEZ-VALENZUELA, RICARDO (EL, EO)	



# Add POCs to Grant Access



Monitor Access  
List of all POCs with access to this Workspace

- EP – eProjects
- eL – eLabel Plans
- eH – eHFIT
- eW – eWorkspace
- etc.



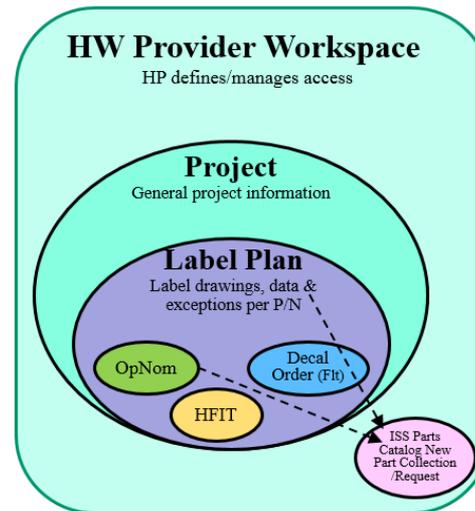
**My Additional POCs:**

- Pocklington, Nancy (EL, EP, EO, EW)
- NUNEZ-VALENZUELA, RICARDO (EL, EO)
- FUKUSHIMA, ERIC (EL)



# New Flight Hardware Scenario

## Step 2 Create a New Project





# My Projects



- Listing of all Projects with the Workspace
- Create a New Project or Edit  an existing Project

**eWorkspace-000072 (Editing)**

My Workspace

Workspace General Info

**My Projects**

In Work\* Closed\* **Create New**

**In-Work Forms**

Show 10 entries Search:

ID	Title	Primary/Secondary POC	Reviewer	Status	Edit/View/Recall/Clone
eProject-000084	Onions	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	   
eProject-000083	Tomatoes	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	   
eProject-000082	Lettuce	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	   

Showing 1 to 3 of 3 entries

Previous Next



# Enter Project Data



- General information needed by multiple processes owners entered once
- Used to determine review/approval routing within review processes
- Minimum data required to Submit Label Plan, OpNom Request, HFIT request varies by process. Missing required data identified upon submittal. (Ex. OpNom requires much less data than a Label Request)
- **Project data can be completed/updated as the project matures**

eWorkspace-000072 -> eProject-000083 (Editing)

Revision: 0  
Created at: 11/02/2015 @ 5:46:41 PM by Pocklington, Nancy V.  
Last modified at: 11/05/2015 @ 9:49:10 AM by Pocklington, Nancy V.

eWorkspace-000072 -> eProject-000083

General Info Project Info Save  
General Information Project Information Save Project

Is this Project in response to an ICD/PIRN or CR?  ICD/PIRN  CR  N/A

Hardware (HW) Description: Hydroponic system for growing vegetables in space. Tubes, water, fertilizer, growing bags, tomato seeds

How is the H/W used? This hardware is used to grow tomato plants [Add Comments](#)

Where will the H/W be installed? galley window [View History](#) [Add Comments](#)

How does the crew interface with this H/W? The crew will manually install the hydroponic system of tubes and bags. [Add Comments](#)

Hardware nominal Operational Scenario: The crew will check the plants daily and take pictures of the seedling growth.

Does this hardware contain any biological materials?  YES  NO

A biological assessment is needed. Use this link to request an assessment.  
<https://microbrb.jsc.nasa.gov/>

Note: Biohazard and Tox Assessment questions are **courtesy reminders for the HP.** These assessment processes are not part of the eLabel Tool but feed into the HRL assignment needed for Label Plan Approval.

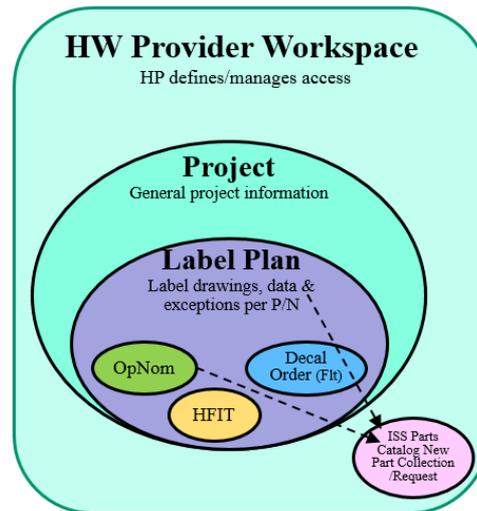


# New Flight Hardware Scenario

## Step 3

### Create a Label Plan Request

an OpNom/PNom Request  
an HFIT Request (*optional*)





# Create New eLabel Plan



**eLabel Plans**

In Work | **Approved** | **Create New** | Import Form 2994

**In-Work Forms**

Show 10 entries

ID (Parent)	Title	Primary/Secondary POC	Reviewer	Status	Edit/View/Refresh/Clone	Order Decals/Delete
eLabel-000111 (eProject-000083)	Beefsteak Tomato	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	[Edit] [View] [Refresh] [Clone]	[Order Decals] [Delete]
eLabel-000110 (eProject-000083)	Celebrity Tomato	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	[Edit] [View] [Refresh] [Clone]	[Order Decals] [Delete]
eLabel-000109 (eProject-000083)	Green Tomato Expansion Kit	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	[Edit] [View] [Refresh] [Clone]	[Order Decals] [Delete]

## Multiple methods to create a new Label Plan

- Create New eLabel from scratch
- Clone another eLabel from within the Workspace
- Import from 2994
  - Data should be reviewed by HP for completeness/correctness

A project may have multiple eLabel Plans



# eLabel Plan General Info Tab



- Navigate using Tabs
- Include additional comments per line
- Data provided required for review and generation of workflow

*eWorkspace-000072 -> eLabel-000109*

Current Reviewer: **DRAFT**

**DRAFT** Current Next Optional Rejected Approved

eWorkspace-000072 -> eLabel-000109

**General Information** | Project Information | Part Info Part Information | HFIT Plans | SSP57000 App C Reqs | SSP 50986 Reqs | Other Reqs | My Review Requirements | Signee Sign Off eLabel | Attachments Addtl Info | My Orders Decal Orders | Submit Save/Submit

eLabel Primary POC:

Primary POC

Nancy Pocklington  
 Lockheed Martin  
 OC  
 nancy.pocklington@lmco.com  
 281.280.4090

Secondary POC

MANUEL ZAMORANO  
 Lockheed Martin  
 OA111  
 manuel.zamorano@lmco.com  
 281.280.4138

eLabel Plan Title:

Is this a heritage Label Plan?  YES  NO

Has this HW been delivered via DD250?  YES  NO

Is this HW sustained by Boeing?  YES  NO

Requirement Documents:  SSP 57000 App C  SSP 500005 9.5  SSP 50986  Other Requirements



# eLabel Plan Project Info Tab



- Select Parent Project from within this Workspace
  - Data auto-populated from Project into Label Plan
  - Link to Project generated/embedded in eLabel
  - Project selection (parent Project/child Label Plan relationship) may not be changed
  - Project data may change over time as project matures. Most current project data can be pulled in using [Refresh Project info](#) button



# eLabel Plan



## Part Info Tab – P/Ns are the Key

- P/Ns are the key to traceability
- Once P/N information has been entered
  - Submit OpNom/PNom Requests Quickly
  - Review reports showing when the P/N was flown and what Barcode/RFD Labels have been previously ordered for each P/N (*see My Orders Tab above*)
  - Auto-populated into related HFITs
  - New P/Ns staged for submission to MIDAS ISS Parts Catalog Quality Assurance



# eLabel Plan



## Part Info Tab – Enter P/Ns

The screenshot shows the 'Part Info' tab in the eLabel Plan interface. The 'Parts Information' section is expanded, and a table of parts is displayed. The table has columns for Progress, Add Label, HW Part Number, Quantity, New Part?, Part Name, Cage Code, Serialized, OpNom, and New OpNom. The 'Quantity' column is highlighted in red. The 'HW Part Number' column has a pink background for rows 1, 2, and 3, indicating that these part numbers are not in the MIDAS ISS Parts Catalog. Row 1 has HW Part Number 00100, Quantity 0, and Part Name SHAMPOO, NO RINSE. Row 2 has HW Part Number ABCDEFG, Quantity 0, and New Part? Yes. Row 3 has HW Part Number 1234567, Quantity 0, and New Part? No. Row 4 has HW Part Number blank, Quantity 0, and New Part? No. A 'Submit OpNom/PNom Request' button is visible above the table.

	Progress	Add Label	HW Part Number	Quantity	New Part?	Part Name	Cage Code	Serialized	OpNom	New OpNom
1	None	<input type="radio"/>	00100	0		SHAMPOO, NO RINSE	21356	Yes	No Rinse Shampoo	
2	None	<input type="radio"/>	ABCDEFG	0	Yes					
3	None	<input type="radio"/>	1234567	0	No					
4				0						

- Enter P/Ns (*may copy/paste from Excel*)
- For existing P/Ns, data is auto-populated from the MIDAS ISS Parts Catalog
- Quantity represents the quantity of that HW P/N to be labeled
- Pink Part Numbers indicate P/N is not in the MIDAS ISS Parts Catalog



# eLabel Plan



## Part Info Tab – Identify New P/Ns

Submit OpNom/PNom Request

	Progress	Add Labels	HW Part Number	Quantity	New Part?	Part Name	Cage Code	Serialized	OpNom	New
1	None	<input type="radio"/>	00100		Yes	SHAMPOO, NO RINSE	21356	Yes	No Rinse Shampoo	
2	None	<input type="radio"/>	ABCDEFGF		Yes		XYZ12			
3	None	<input type="radio"/>	1234567		No					
4		<input type="radio"/>								
5		<input type="radio"/>								

- HP checks P/N for typographical errors
  - Selects New Part? = Yes
- For New P/Ns, the following are mandatory fields:
  - Part Number
  - Part Name
  - Cage Code - **Red Cage Code** indicates the value is not yet in MIDAS/ISS Parts Catalog. HP verifies value is correct and takes no further action
- New Parts = “Yes” are staged for the HP to validate and submit to MIDAS ISS Parts Catalog QA via  (Details on submitting request are discussed later)



# eLabel Plan



## Part Info Tab – Submit OpNom Request

eWorkspace-000001 -> eLabel-000161

General Information | Project Information | **Part Info Part Information** | HFIT Plans | My Review Requirements | Signee Sign Off eLabel | Attachments Addtl Info | My Orders Decal Orders | Submit Save/Submit

▼ Parts Information ⓘ

Submit OpNom/PNom Request

	Progress	Add Labels	HW Part Number	Quantity	New Part?	Part Name	Cage Code	Serialized	OpNom	New OpNom
1	None	<input type="radio"/>	00100	5		SHAMPOO, NO RINSE	21356	Yes	No Rinse Shampoo	
2	None	<input type="radio"/>	ABCDEFGH	8	Yes	TOMATO PLANT HABITAT ENCLOSURE	XYZ12	Yes		Tomato Box Lid
3	None	<input type="radio"/>	1234567	10	Yes	TOMATO PLANT WATER RECIRCULATING PUMP	21356	No		Tomato Water Pump
4				0						

- Enter suggested New OpNom
- Submit the Request



# eLabel Plan



## Part Info Tab – Submit OpNom Request (cont.)

Submit OpNom/PNom request(s)

Title: Tomato Project OpNoms for Farm Equipment

Affected Book: NASA SYSTEMS

Is this request required to support an event?  Yes  No

OpNom Required by: 11/30/2015

**Submit OpNom/PNom Requests**

OpNom requests

	Line #	New Part?	Part Number (P/N)	Part Name	Cage Code	Acronym	Current OpNom	Suggested OpNom	Comments
1	0		UNIVXYZ-001	Tomato hot house growing bag	XYZ11			Tomato Growing Bag	
2	3	Yes	UNIVXYZ-0033	Tomato Plant Investigation Growing Light	abc12			Grow Light	

- Provide a little more information ( Title, etc.)
- Select Affected Book (Operations Data File)
  - Note: If the selected book is incorrect when submitted, the OpNom Reviewer/Evaluator will contact the HP with the correct book. The HP will correct the Affected Book selection and resubmit.
- Identify Need Date
  - Nominal processing = 2 weeks
  - Expedited requests will require rationale



# eLabel Plan

## Part Info Tab – OpNom Request Submitted

The screenshot shows the 'Part Info' tab in the eLabel Plan software. A red box highlights the 'Submit OpNom/PNom Request' button. Below it is a table with columns: Labels, Add Labels, HW Part Number, Quantity, New Part?, Part Name, Cage Code, OpNom, New OpNom, eOpNom #, and HRL. The table contains five rows of data. The first row (IP) and the fourth row (TOMATO PLANT INVESTIGATION GROWING LIGHT) are highlighted in green, indicating submitted OpNom requests. The fourth row also shows a red 'ABC12' in the Cage Code column. The 'New OpNom' and 'eOpNom #' columns for the green rows contain 'Tomato Growing Bag' and 'eOpNom-000099' respectively.

	Labels	Add Labels	HW Part Number	Quantity	New Part?	Part Name	Cage Code	OpNom	New OpNom	eOpNom #	HRL
1	IP	<input type="radio"/>	UNIVXYZ-001	1		Tomato hot house growing bag	XYZ11		Tomato Growing Bag	eOpNom-000099	
2	None	<input type="radio"/>	2332-10	3		TWEEZERS	21356	Tweezers			N
3	None	<input type="radio"/>	528-40874-18	2		FLIGHT PEN TURQUOISE RETRACTABLE	21356	Turquoise Retractable Flight Pen			N
4	None	<input type="radio"/>	UNIVXYZ-0033	2	Yes	TOMATO PLANT INVESTIGATION GROWING LIGHT	ABC12		Grow Light	eOpNom-000099	
5											

- Submitted request for New OpNoms are highlighted in green to indicate the review is in process. (*OpNom Request ID displayed*)
- Green highlighting disappears when OpNom is available via the MIDAS Parts Catalog
- OpNom Request status may also be tracked via [Opnom/Pnom Requests](#)



# eLabel Plan



## Part Info Tab – Label Selection

The screenshot displays the 'Part Info' tab in the eLabel Plan software. The interface includes a navigation menu with options like 'General Information', 'Project Information', 'Part Info', 'HFIT Plans', 'SSP57000 App C Reqs', 'Other Reqs', 'My Review Requirements', 'Signee Sign Off eLabel', 'Attachments Addtl Info', 'My Orders Decal Orders', and 'Submit Save/Submit'. The 'Part Info' section is active, showing a table of parts with columns for 'Labels', 'Add Labels', and 'HW Part Number'. A red box highlights the first four rows of this table. A red arrow points from the 'Add Labels' column of the first row to a detailed form titled 'Please enter label information.' This form includes a 'Part Number' field (UNIVXYZ-001), a 'Label Status' dropdown menu (set to 'In Progress'), and a table of label details.

Labels	Add Labels	HW Part Number
IP	<input type="radio"/>	UNIVXYZ-001
None	<input type="radio"/>	233-10
None	<input type="radio"/>	528-40874-18
None	<input type="radio"/>	UNIVXYZ-0033

**Please enter label information.**

Part Number: UNIVXYZ-001  
Label Status: In Progress

Set Addtl Fields	Label Drawing Number	Quantity	Comments	Label Name	Description
1	SDG32108325-033	1		IMS Combination Name Labels	Material: Brady; This Inventory Management System (IMS) label is available in Metalphoto (with ac
2	SDG32105720-058	2		Decals, IMS (Barcode)	Material: METALPHOTO; Adhesive: YES; This Inventory Management System (IMS) label is available on 3 or 5 mil Metalph
3	SDG32111604-001	3		Radio Frequency Identification (RFID) 4x 1Labels	This IMS label is made from printing label text onto an RFID tag. Two of the dash
4					

- IP = In Progress; Some labels have been identified
- None = No labels have been identified
- Done = Review complete by IPLAT
- For each HW P/N
  - Quantity represents the number of labels for each unit of that Hardware P/N



# eLabel Plan



## Part Info Tab – Label Selection (cont.)

The screenshot displays the 'Part Info' tab in the eLabel Plan software. The interface includes a navigation bar with tabs for General Information, Project Information, Part Info (selected), HFIT Plans, SSP57000 App C Reqs, Other Reqs, My Review Requirements, Signee Sign Off eLabel, Attachments Addtl Info, My Orders Decal Orders, and Submit Save/Submit. Below the navigation bar is a 'Parts Information' section with a 'Submit OpNom/PNom Request' button. A table lists parts with columns for Labels, Add Labels, and a status column. A red arrow points from the 'Add Labels' column to a 'Please enter label information.' dialog box. This dialog box shows 'Part Number: PRTFM11000' and 'Label Status: In Progress'. Below the dialog is a table with columns: Set Addtl Fields, Label Drawing Number, Quantity, Comments, Label Name, and Material. A second red arrow points from the 'Set Addtl Fields' column to a second 'Please enter label information.' dialog box. This dialog box shows 'Part Number: PRTFM11000' and 'Label Status: In Progress'. Below the dialog is a table with columns: OpNom Row, Part Number Row, OpNom Row, Part Number Row, OpNom Row, and Part Number Row. The table contains one row with the following data: 1, 24" x 24" Ziplock Bag, 528-50000-8, and two redacted cells.

Labels	Add Labels
1 IP	<input type="radio"/>
2 None	<input type="radio"/>
3 None	<input type="radio"/>
4 None	<input type="radio"/>
5	<input type="radio"/>

Set Addtl Fields	Label Drawing Number	Quantity	Comments	Label Name	Material
1	SDG32108325-033	2	two labels of this type on one part number. qty 2 from label detail pop up	IMS Combination Name Labels	Material: Brady; This Inventory Management System (IMS) label is available in
2	SDG32112200-001	1	This is the label for the ziplock. It is added to one of the parts that will be in	Stowage Contents Label	Material: Brady; This label is used for identifying the payload hardware that has
3					

OpNom Row	Part Number Row	OpNom Row	Part Number Row	OpNom Row	Part Number Row
1	24" x 24" Ziplock Bag	528-50000-8			

- Labels requiring information in addition to P/N and OpNom, S/N or Barcode, are identified
- NOTE:
  - Serial Numbers will be identified by the HP when the Decal Order is placed
  - Barcodes and RFIDs will be generated when the Decal Order is Submitted



# eLabel Plan



## Part Info Tab – Suggest Label Exemptions

The screenshot shows the eLabel Plan interface. The breadcrumb trail is eWorkspace-000072 -> eProject-000083 -> eLabel-000108. The navigation tabs include General Information, Project Information, Part Info (selected), HFIT Plans, SSP57000 App C Reqs, Other Reqs, My Review Requirements, Signee Sign Off eLabel, Attachments Addtl Info, My Orders Decal Orders, and Submit Save/Submit. The Part Information section is expanded to show Hardware Exemptions, with an Add Exemption button. Below this is a table of exemptions.

	Part Number	Part Name	Cagecode	Exemption Type	Code/Notes	Justification
1	UNIVXYZ-001	Tomato hot house growing bag XYZ11	XYZ11	Barcode Exemption	J-5 Zip lock bags (Individual) Bags of empty bags shall be labeled.	
2	UNIVXYZ-001	Tomato hot house growing bag XYZ11	XYZ11	Generic Exemption	X-4 Pantry supplies: office, hygiene, towel, and napkin. Pantry Items not tracked.	
3						

- **HP may suggest** exemptions (Barcode, Hazard Response, Generic, Other)
- Select predefined rationale
- Provide justification, impact of non-approval
- **Reviewer will determine whether exemption request is justified**



# eLabel Plan



## Part Info Tab – PNom Request

eWorkspace-000072 -> eProject-000083 -> eLabel-000108

General Information | Project Information | **Part Info** | Part Information | HFIT Plans | SSP57000 App C Reqs | Other Reqs | My Review Requirements | Signee Sign Off eLabel | Attachments Addtl Info | My Orders Decal Orders | Submit Save/Submit

Parts Information ⓘ  
Hardware Exemptions ⓘ  
**New PNom Requests ⓘ**

Add New Procedure Nomenclature | Submit OpNom/PNom Request

	New Part	Part Number	Procedure Nomenclature	Part Name	Cage Code	eOpNom #	Comments
1		2332-10	Red tomato tweezers	TWEEZERS	21356		
2							

- Procedure Nomenclature (PNom)
- Select applicable part (*menu driven from Parts list already provided in Part Information*)
- Enter desired PNom
- Submit Request
- PNom Request status may be tracked via [Opnom/Pnom Requests](#)



# eLabel Plan



## Part Info Tab – Flight History for P/Ns

eWorkspace-000072 -> eProject-000083 -> eLabel-000108

General Information | Project Information | **Part Info Part Information** | HFIT Plans | SSP57000 App C Reqs | Other Reqs | My Review Requirements | Signee Sign Off eLabel | Attachments Addtl Info | My Orders Decal Orders | Submit Save/Submit

Parts Information ⓘ  
Hardware Exemptions ⓘ  
New PNom Requests ⓘ  
Flight Information For Your Parts ⓘ

Refresh Flight Information

====

	Part Number	Part Name	OPNOM	Cagecode	Flight	Phase	Serial Number	IMS Number	Qty Up	Qty Down	Tox Code	Hax Code
1	2332-10	TWEEZERS	Tweezers	21356	SpX-5	LAUNCH			1	0	N	
2	2332-10	TWEEZERS	Tweezers	21356	SpX-5	RETURN			0	1	N	
3	528-40674-18	FLIGHT PEN TURQUOISE RETRACTABLE	Turquoise Retractable Flight Pen	21356	SpX-5	LAUNCH			1	0	N	

**Side Note:** MIDAS reports using BITS data will obtain the same data from the eLabel tool. Transition will be transparent to users.



# eLabel Plan



## Initiate HFIT Requests (Optional)

Current Reviewer: **DRAFT**

DRAFT

eWorkspace-000072 -> eLabel-000109

General Information | Project Information | Part Info Part Information | **HFIT Plans** | SSP57000 App C Reqs | SSP 50986 Reqs | Other Reqs | My Review Requirements | Signee Sign Off eLabel | Attachments Addtl Info | My Orders Decal Orders | Submit Save/Submit

Will this hardware need a HFIT Review?

HFIT Name:

HFIT Linked to this eLabel Plan:

Initiate the HFIT request early in the project to

- Have an HFIT Representative assigned to the project
- Receive assistance identifying applicable requirements

- Initiating HFIT request through eLabel Plan establishes parent eLabel Plan/child HFIT relationship (*allows parent project and part data to be auto-populated into eHFIT request*)
- Hot Link to newly generated created eHFIT request provided for quick access
- eLabel Plans can have multiple HFIT requests
- Request status tracked via



# HFIT Request (Optional)



## Minimal Data Entry – Engages HFIT Early

*eWorkspace-000072 -> eHFIT-000043 (Editing)*

Current Reviewer: **DRAFT**

Auto-populated from Project      Auto-populated from Label Plan      DRAFT

eWorkspace-000072 -> eLabel-000113 -> eHFIT-000043

**General Info**    Project Info    Part Info    SSP 50835    My Review    My Exceptions    Signee    Attachments    Submit HFIT  
General Information    Project Information    Part Information    Requirements    Requirements    HF Exceptions    Sign off HFIT    Attachments    Save/Submit

HFIT Name: Roma Tomato #2 HFIT

Hardware POC: **Primary POC** / Add Me      **Secondary POC** / Add Me

Links:

Location of Hardware Review:

Required Documents:  SSP 57000     SSP 50835     SSP 50005     Other Requirements

- Similar interface to eLabel Plan - different requirements
- HP can suggest required documents, requirements (optional)
- HP provides HFIT specific information and Submits
- Exit to return to parent eLabel Plan



# eLabel Plan



## Part Info Tab – Attach Custom Label Drawings

eWorkspace-000072 -> eLabel-000113 (Editing)

Current Reviewer: **DRAFT**

Current Next Status Optional Rejected Approved

eWorkspace-000072 -> eProject-000083 -> eLabel-000113

General Information Project Information Part Information HFIT Plans SSP57000 App C Rqqs Other Rqqs My Review Requirements Signee Sign Off eLabel Attachments Add Info My Orders Decal Orders Submit Save/Submit

Custom Label Drawings

Document Number	Document Revision	Title	File Link	Image	Delete
SEG xxxyyy	Baseline	Custom Label for Roma Tomato widget	Test Upload Document.docx		Remove

This drawing contains the label designed specifically for the Roma Tomato Widget.

Add File(s)

- Custom Labels are label drawings which are project specific
- In other words, if it is NOT one of the following (found in the online label catalog ) , it is considered a Custom Label.
  - Barcode label
  - RFID label
  - JSC-27260, Decal Design & Production Facility Decal Process Document And Catalog
- Each Label Drawing Dash Number should be a separate attachment



# eLabel Plan



## Barcode/RFID Labels Previously Ordered for P/Ns

eWorkspace-000072 -> eProject-000083 -> eLabel-000108

General Information   Project Information   Part Info Part Information   HFIT Plans   SSP57000 App C Reqs   Other Reqs   My Review Requirements   Signee Sign Off eLabel   Attachments Addtl Info   **My Orders**   Submit Save/Submit

Decal Orders Linked to this eLabel: No eDecal order found.

**BITS (heritage information):**

	HW Part Number	Part Name	Serial Nbr	Cagecode	OPNOM Req	# Copies	Label Type	Barcode Drawing #	Barcode Type	IMS Number	Smart Nbr	Status
1	00100	SHAMPOO, NO RINSE		21356	N	1	Flight	SDG32108582-008	CONTENT	00210899A	N	MOD In Work
2	00100	SHAMPOO, NO RINSE		21356	N	1	Flight	SDG32108582-008	CONTENT	999999997		
3	00100	SHAMPOO, NO RINSE		21356	N	10	Flight	SDG32105720-001	REGULAR	00210900A	N	MOD In Work
4	00100	SHAMPOO, NO RINSE		21356	N	10	Flight	SDG32108325-001	COMBO	00210901A	N	MOD In Work
5	00100	SHAMPOO, NO RINSE		21356	N	10	Flight	SDG32108325-001	COMBO	999999998		
6	00100	SHAMPOO, NO RINSE		21356	N	10	Flight	SDG32105720-001	REGULAR	999999999		
7	2332-10	TWEEZERS		21356	N			-				
8	528-40674-18	FLIGHT PEN TURQUOISE RETRACTABLE		21356	N			-				

- Heritage BITS Information for each existing P/N
  - Note Tweezers and Turquoise Pen had barcode exemptions (see Part Info Tab), therefore there is no IMS barcode number was previously generated for these P/Ns



# eLabel Plan



## Submitting Label Plan for Review

- Add notes for Reviewer and click “Send” to add comments to log
- Submit Plan
- eLabel is now in Reviewer’s queue and cannot be edited by the HP 



# eLabel Plan Work Flow & Tracking Status

ID (Parent)	Title	Primary/Secondary PO	Reviewer	Status	Edit/View/Recall/Clone/Order Decals
eLabel-000111 (eProject-000083)	Beefsteak Tomato	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	[Icons]
eLabel-000110 (eProject-000083)	Celebrity Tomato	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	[Icons]
eLabel-000109 (eProject-000083)	Green Tomato Expansion Kit	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	[Icons]
eLabel-000108 (eProject-000083)	Cherry Tomatoes	Nancy Pocklington MANUEL ZAMORANO	PAYLOAD ADD VERIFICATION DATA	INPROGRESS	[Icons]

- Draft = In HP's queue Not yet submitted
- Submitted = In Reviewer's queue
- In Progress = In HP's queue (HP re-submit to send back to Reviewer)
- Label Plan approved - HP may order Decals for flight hardware
- Add Verification Data/In Progress = In HP's queue
  - HP can add evidence for verification of requirements closure & **Re-submits**
  - Or, IPLAT may elect to add evidence (*skip sending it to HP for evidence*)



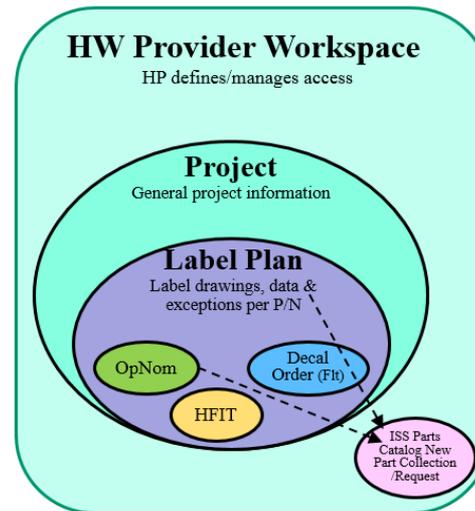
Final Signatures Received - Label Plan moves to **Approved** Tab



# New Flight Hardware Scenario

## Step 4

# Request Addition of New Parts to MIDAS ISS Parts Catalog





# New P/Ns Need to be Added to MIDAS ISS Parts Catalog Before...



- OpNom can be approved and loaded into the ISS Parts Catalog
- HRL can be available for the Label Plan
- Label Plan is approved for HPs to order labels from the Decal Design and Production Facility (DDPF)
- HFIT CoC can be completed



# New Part Requests are Staged



- New Parts are ***staged, but not submitted*** when
  - New P/Ns are identified by HP eLabel or in eOpNom
  - HP directly adds parts to the list on this page

The screenshot shows a web interface for 'My Workspace'. On the left is a navigation menu with items: 'Workspace General Info', 'My Projects', 'eLabel Plans', 'Human Factor Plans', 'Opnom/Pnom Requests', 'Decals Requests', 'New Parts to Submit' (highlighted with a red box), and 'My Reports'. The main content area is titled 'Pending New Parts' and includes a 'Save Changes' button. Below this is a table of pending parts:

Form ID	Part Number	Part Name	Cage Code	Submit	Request Status	MAPI Co
eOpNom-000096	TOMATO500	Large Tomato Seeds	XYZ12	<input type="checkbox"/>	Pending	
eOpNom-000096	TOMATO10	Cherry Tomato Seeds	XYZ12	<input type="checkbox"/>	Pending	
eOpNom-000096	TOMATO33	Tomato Storage Container	XYZ12	<input type="checkbox"/>	Pending	
eWorkspace-000072	TOMATO FERTILIZER SPREADER	Plant Fertilizer	XYZ11	<input type="checkbox"/>	Pending	
eWorkspace-000072	TOMATOFOOD200	Tomato Plant Fertilizer	XYZ11	<input type="checkbox"/>	Pending	
eWorkspace-000072	TOMATOPOLINATOR3	Tomato Pollinator Device	XYZ11	<input type="checkbox"/>	Pending	
				<input type="checkbox"/>		

Below the pending parts table is a section titled 'New Part Submitted' with a table showing one submitted part:

	Form ID	Part Number	Part Name	Cage Code	Submit	Request Status
1	eWorkspace-000072	TOMATONET200	Tomato Net	XYZ11		In Progress



# HP Submits New Parts Request



- HP validates New Part information
  - Updates any P/Ns (including Temp. P/Ns) , Part Names, Cage Codes prior to submission
  - Red Cage Codes flag ISS Parts Catalog QA that Cage Code needs to be added to MIDAS
- HP controls when New Parts request is submitted
  - Check P/Ns to be submitted and “Save Changes” to submit request
- P/N is moved to “New Part Submitted” table
- When processing is complete (P/N added to ISS Parts Catalog), P/N is removed from this page

The screenshot shows a web application interface with a sidebar on the left and a main content area. The sidebar contains several menu items: 'Workspace General Info', 'My Projects', 'eLabel Plans', 'Human Factor Plans', 'Opnom/Pnom Requests', 'Decals Requests', 'New Parts to Submit' (highlighted with a red box), and 'My Reports'. The main content area is titled 'Pending New Parts' and features a 'Save Changes' button (highlighted with a red box). Below this is a table with 7 rows of pending parts. The 'Cage Code' for the first row is highlighted in red. A red box highlights the 'Submit' column, which contains checkboxes for each row. Below the pending parts table is a 'New Part Submitted' table, which contains one row of submitted parts. A red box highlights the entire 'New Part Submitted' table area.

	Form ID	Part Number	Part Name	Cage Code	Submit	Request Status	MAPI Co
1	eOpNom-000098	TOMATO500	Large Tomato Seeds	abc12	<input type="checkbox"/>	Pending	
2	eOpNom-000098	TOMATO10	Cherry Tomato Seeds	XYZ12	<input type="checkbox"/>	Pending	
3	eOpNom-000098	TOMATO33	Tomato Storage Container	XYZ12	<input type="checkbox"/>	Pending	
4	eWorkspace-000072	TOMATO FERTILIZER SPREADER	Plant Fertilizer	XYZ11	<input type="checkbox"/>	Pending	
5	eWorkspace-000072	TOMATOFOOD200	Tomato Plant Fertilizer	XYZ11	<input type="checkbox"/>	Pending	
6	eWorkspace-000072	TOMATOPOLINATOR2	Tomato Pollinator Device	XYZ11	<input type="checkbox"/>	Pending	
7					<input type="checkbox"/>		

	Form ID	Part Number	Part Name	Cage Code	Submit	Request Status
1	eWorkspace-000072	TOMATONET200	Tomato Net	XYZ11		In Progress



# Temporary P/Ns Use & Caution



- Temporary numbers (place holders) for new parts provide flexibility to submit OpNom requests for processing early in project. This allows the OpNom request to be processed, but final OpNom approval will require the final P/N to be available from the MIDAS ISS Parts Catalog.
- The eLabel tool does not distinguish temporary P/Ns from final P/Ns.
- HPs validate New Parts prior to requesting P/N addition to the MIDAS/ISS Parts Catalog. Temporary P/Ns should be updated at this point.
- If a Temporary P/N exists only in the eLabel tool (***has NOT been submitted for upload to MIDAS/ISS Parts Catalog***), changes to the P/N on the eLabel “New Parts Submit” list will be propagated throughout eLabel tool modules (eLabel, eOpNom, eDecal)

## CAUTION

- **Changes to P/Ns after new P/Ns have been submitted to the MIDAS/ISS Parts Catalog** will result in the HP having to manually update requests containing the temporary P/N (and possibly re-submit for re-evaluation).

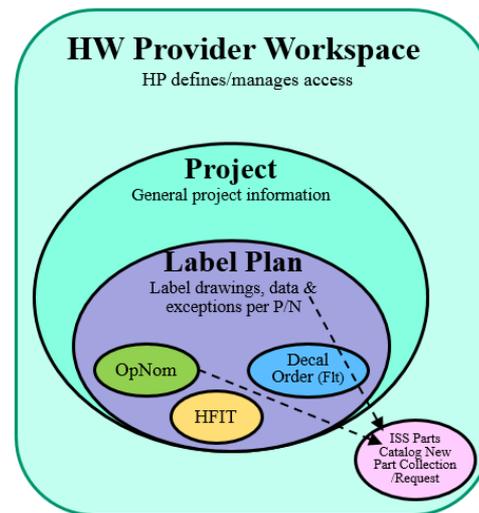
*Avoid adding temporary P/Ns to the MIDAS/ISS Parts Catalog*



# New Flight Hardware Scenario

## Step 5

# Requirements Identification & Label Selection Coordination





# eLabel Plan Request



## Requirements and Labeling Plan Coordination

**eLabel Plans**

In-Work Forms

ID (Parent)	Title	Primary/Secondary POC	Reviewer	Status	Edit/View/Recall/Close/Order Decals/Delete
eLabel-000112 (eProject-000083)	Tomato Farm #3	Nancy Pocklington MANUEL ZAMORANO	PAYLOAD POC ASSIGN	SUBMITTED	[Action icons]
eLabel-000111 (eProject-000083)	Beefsteak Tomato	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	[Action icons]
eLabel-000110 (eProject-000083)	Celebrity Tomato	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	[Action icons]

- Requirements and labeling approach for each P/Ns are evaluated by the Reviewer
- Reviewer identifies need for Barcode Exemption Request (or concurs with HP request for exemption)
  - NO Action Required by HP to process Barcode Exemption Request
  - IPLAT concurrence with exemption request is all that is required to start the Barcode Exemption review/approval workflow
- Reviewer may return to → HP Queue/In Progress
- HP makes updates and **re-submits** to → Reviewer for further evaluation



# eLabel Plan



## Requirements Coordination

	Required	Requirement Doc	Revision	Requirement	Description	ICD?	Ver Method	Non-Compliance	Comments	Closed	Verification Comments
1	<input checked="" type="checkbox"/>	SSP57000AppC	P	C.3.2	Function Considerations		R	<input type="checkbox"/>		<input type="checkbox"/>	
2	<input checked="" type="checkbox"/>	SSP57000AppC	P	C.3.3.A	Consistent rack vertical orientation		R	<input type="checkbox"/>		<input type="checkbox"/>	
3	<input checked="" type="checkbox"/>	SSP57000AppC	P	C.3.3.B	Racks rotated, label orientation with respect to required crew positions.		G	<input type="checkbox"/>		<input type="checkbox"/>	
4	<input checked="" type="checkbox"/>	SSP50986	Baseline	3.4	Identification Labeling		I	<input type="checkbox"/>		<input type="checkbox"/>	

- During the coordination process, Reviewers identify requirements which are applicable to your project
- My Review Tab
  - Contains only applicable requirements identified by Reviewer as applicable
  - Verification Comments
  - Closure Status



# eLabel Plan



## Label Selection Coordination

eWorkspace-000072 -> eProject-000083 -> eLabel-000109

General Info    Project Info    **Part Info**    HFIT    SSP57000    SSP 50986    Other

General Information    Project Information    **Part Information**    Plans    APP C Reqs    Reqs    Reqs

Parts Information ⓘ

	Progress	Adv Label	HW Part Number	Quantity	New Part?	Part Name
1	Done	<input type="radio"/>	2	5	▼	LEFT SUPPORT
2	IP	<input type="radio"/>	1	1	▼	RIGHT SUPPORT
3					▼	

- Reviewer evaluates label selections identified by HP and coordinates changes with HP
- IP = In Progress/Under Review
- Done = Labels have been reviewed and no further changes are needed to label selections for that P/N



# eLabel Plan

## Coordination Complete



### Reviewer concurs with eLabel Plan when:

- Requirements are agreed to
- Label, type, materials, placement, contents etc. are agreed to
- Drawings are released
- ISS Parts Catalog Contains
  - Part Numbers w/Cage Codes
  - Cage Codes
  - OpNom
  - HRL
  - Barcode exemption (if needed)

**Decals for flight can be ordered  from this eLabel Plan when status changes to**

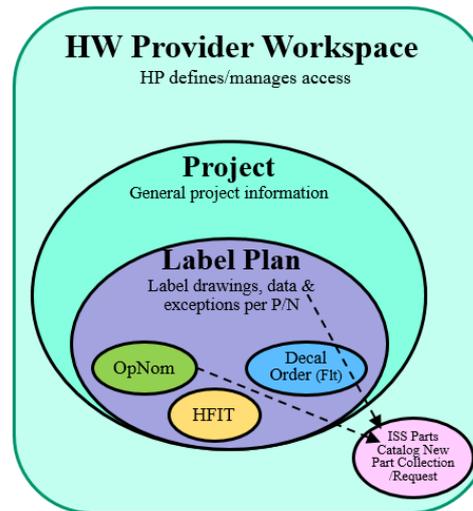
- To “... Add Verification Data” (*if HP to add verification data*)
- To “.... Verification Review” (*if IPLAT to add verification data*)





# New Flight Hardware Scenario

## Step 6 Order Decals (30 calendar days)





# Ready to Order Flight Decals!



The screenshot shows the 'eLabel Plans' interface. On the left is a navigation menu with options like 'Workspace General Info', 'My Projects', 'eLabel Plans', 'Human Factor Plans', 'Opnom/Pnom Requests', 'Decals Requests', 'New Parts to Submit', and 'My Reports'. The main area is titled 'eLabel Plans' and has tabs for 'In Work', 'Approved', 'Create New', and 'Import Form 2994'. Below this is a section for 'In-Work Forms' with a search bar and a table of entries.

ID (Parent)	Title	Primary/Secondary POC	Reviewer	Status	Edit/View/Recall/Clone/Order Decals/Delete
eLabel-000111 (eProject-000083)	Beefsteak Tomato	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	[Edit] [View] [Recall] [Clone] [Order Decals] [Delete]
eLabel-000110 (eProject-000083)	Celebrity Tomato	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	[Edit] [View] [Recall] [Clone] [Order Decals] [Delete]
eLabel-000109 (eProject-000083)	Green Tomato Expansion Kit	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	[Edit] [View] [Recall] [Clone] [Order Decals] [Delete]
eLabel-000108 (eProject-000083)	Cherry Tomatoes	Nancy Pocklington MANUEL ZAMORANO	PAYLOAD ADD VERIFICATION DATA	INPROGRESS	[Edit] [View] [Recall] [Clone] [Order Decals] [Delete]
eLabel-000107 (eProject-000083)	Roma Tomatoes	Nancy Pocklington MANUEL ZAMORANO	PAYLOAD EVAL	SUBMITTED	[Edit] [View] [Recall] [Clone] [Order Decals] [Delete]

- Click on  to initiate Decal Request
- Data from Label Plan will be automatically populated into the Decal Request
- Select Order type (flight)
- Select Agency

REMINDER: Label Plan is only required to order flight decals

The dialog box is titled 'Set Agency and Request Type'. It contains two sections: 'Type of Request:' with a dropdown menu showing 'Select a request type', and 'Agency' with a dropdown menu showing 'Select an Agency'. There is an 'Ok' button at the bottom right.



# eDecal



## General Information Tab

*eDecal form information*

**Gen Info** General Information

Step 1 Custom labels Step 2 Load Labels Step 3 Generic Labels Step 4 Barcode Labels Your Order Your Cart Shipping Shipping Info. Submit Save Draft/Submit

Requested By/ Organization:  Requested By/ Organization:  Add Me  No POC Found Secondary POC (if any):  Add Me  No POC Found

Job Title:

Link to Released Drawing: (EDCC or VMDB)

Type of Request: Flight Hardware

Agency Johnson Space Center (JSC) (J)

Requested Date:  The Decal Lab may re-negotiate the delivery dates to support ISS priorities/changes.

(Re-)Negotiated Date:

Negotiated Dates:

- DDPF Requests – 30 calendar days needed for processing
- Expedited requests may be requested with appropriate rationale
- Dates may be negotiated to support ISS priorities



# eDecal



## Step 1 - Custom Labels

Gen Info **Step 1** Step 2 Step 3 Step 4 Your Order Shipping Submit  
General Information Custom Labels Lead Labels Generic Labels Barcode Labels Your Cart Shipping Info. Save Draft/Submit

Request a custom decals/labels ⓘ

Custom Drawings (from eLabel forms) ⓘ

Attach custom decal files:

Document Number	Revision	Document Title	File Name	Delete
SEGXXX-105	Baseline	Special Label Drawing	Test Upload Document.docx	Remove

Add File(s)

- Custom Label drawings attached to the eLabel are carried forward to Decal Order



# eDecal Label Information



*eDecal form information*

Gen Info   Step 1   **Step 2**   Step 3   Step 4   Your Order   Shipping   Submit  
General Information   Custom Labels   **Load Labels**   Generic Labels   Barcode Labels   Your Cart   Shipping Info.   Save Draft/Submit

Decals/Labels Order

Label Drawing Number	Quantity	Comments	For Part Number	Label Name	Description
8DG32111623-001	2		00100	Payloads "Band" Style Polyimide Cable/Hose End Connection Label Vertical; IVA	Length: 1; Height: 2; This label is used to identify the end connections for IBS payload or GFE cables. There are three different styles to identify the cable end connections. This label is identified by the "Bandstyle". This white background with black text label is made from Polyimide material with adhesive. All text information is mirrored on the centerline. Drawing should be chosen carefully based on the center length, since cable thickness will make an impact on the overall Material Use Restrictions for this label are as follows: IVA only and Flammability.
8DG32105087	2		00100	Label, Utility Coding; IVA	Length: 3.5; Height: 11; Material: Metalphoto & Adhesive; MaterialUseRestrictions: None; Color bands and the hazard classification are not interchangeable items. Each hazard classification has a certain that identifies it.
8DG32105048-001	2		00100	Decal, Closeout end Access Panel Identifier; IVA	Length: 1.25; Height: .50; Material: Metalphoto & Adhesive; MaterialUseRestrictions: None; This label is produced from Metalphoto (with and without adhesive).
8DG32111604-001	1		00100	Radio Frequency Identification (RFID) 4x 1Labels	This IMS label is made from printing label text onto an RFID tag. Two of the dash numbers also contain a visible
8DG32105720-058	1		00100	Decals, IMS (Barcode)	Material: METALPHOTO; Adhesive: YES;

- P/Ns, label section, quantity etc. are loaded from the parent eLabel Plan loaded
- Quantities ordered may be adjusted by HP



# eDecal



## Data for Additional Label Fields

*eDecal form information*

Gen Info   Step 1   Step 2   **Step 3**   Step 4   Your Order   Shipping   Submit  
General Information   Custom labels   Load Labels   **Generic Labels**   Barcode Labels   Your Cart   Shipping Info.   Save Draft/Submit

Input Generic Label Field Information

SDG32105048

SDG32105087

SDG3211623

	Label Number	Label Name	Quantity	Field 1	Field 2	Field 3
1	SDG3211623-001	Payloads "Band" Style Polyimide Cable/Hose End Connection Label Vertical; NA				

- Enter special label field data
- Additional fields are based on label drawing attributes



# eDecal

## Barcode Label Fields



*eDecal form information*

Gen Info    Step 1    Step 2    Step 3    **Step 4**    Your Order    Shipping    Submit  
General Information    Custom Labels    Load Labels    Generic Labels    **Barcode Labels**    Your Cart    Shipping Info.    Save Draft/Submit

**Input Barcode and Other Labels Information**

	Show	Label Number	Label Name	Part Number	# HW Units	Part Name	Cagecode
1	<input checked="" type="radio"/>	SDG32111604-001	Radio Frequency Identification (RFID) 4x 1Labels	00100	1	SHAMPOO, NO RINSE	21356
2	<input type="radio"/>	SDG32105720-058	Decals, IMS (Barcode)	00100	1	SHAMPOO, NO RINSE	21356
3	<input type="radio"/>	SDG32108325-033	IMS Combination Name Labels	00100	1	SHAMPOO, NO RINSE	21356
4	<input type="radio"/>	SDG32108325-033	IMS Combination Name Labels	1	1	RIGHT SUPPORT	RSA00
5	<input type="radio"/>	SDG32108325-033	IMS Combination Name Labels	2	1	LEFT SUPPORT	RSA00

- List of labels requiring Barcodes
- Click “Show” button to see label details



# eDecal



## Barcode Label Fields (cont.)

Please enter additional barcode information.

Part Number: 00100 # HW Units: 1 Suffix: J

Part Name: SHAMPOO, NO RINSE Cage code: 21356

RFID Prefix: Inventory

Please contact Robert Stonestreet at 281-483-1223 for information related to RFID Prefix.

Smart Numbers? NO

IMS BC Font (Chars): 9 (35)

Barcode Information

IMS Barcode #: 123456789

NOTE: Leave IMS Barcode/Smart Number blank if you wish the system to auto-generate it when you submit your order.

	Part Number	Serial Numbers	IMS Barcode	BC p/Units	Comments	Warnings	Reorder
1	00100			1			<input type="checkbox"/>

- Rough layout of label (not to scale)
- HP provides Serial Number(s)
- Leaves “IMS Barcode” field blank to allow system to generate Barcode
- If Barcode is provided by HP (ex. to replace a decal on existing HW), the tool will validate barcode to P/N relationship
- Smart Number Barcode Capability
- RFID Prefix used to identify whether label is associated with items traced in ISS Inventory or not (Medical)



# eDecal Your Shopping Cart



*eDecal form information*

Gen Info   Step 1   Step 2   Step 3   Step 4   **Your Order**   Shipping   Submit  
General Information   Custom Labels   Load Labels   Generic Labels   Barcode Labels   **Your Cart**   Shipping Info.   Save Draft/Submit

**Your Order**

**Standard and Custom Labels**

Copy   CSV   PDF   Print   Search:

Label Drawing #	Label Name	Quantity	Comments
No data available in table			

Showing 0 to 0 of 0 entries

**Generic Labels**

**SDG32105048**

Copy   CSV   PDF   Print   Search:

Label Drawing Number	Label Name	Quantity	Truss or Module Code and Number	Location 1	Location 2
SDG32105048-001	Decal, Closeout and Access Panel Identifier, IVA	2			

Showing 1 to 1 of 1 entries

**SDG32105087**

Copy   CSV   PDF   Print   Search:

Label Drawing Number	Label Name	Quantity	Color and Classification	Product Pressure Limitation
SDG32105087	Label, Utility Codes, IVA	2		

- List of Labels and field data by label type (ex. Custom, Generic , Barcode, etc.)



# eDecal

## Shipping Information



*eDecal form information* Total Order: 0

Gen Info   Step 1   Step 2   Step 3   Step 4   Your Order   **Shipping**   Submit  
General Information   Custom labels   Load Labels   Generic Labels   Barcode Labels   Your Cart   **Shipping Info.**   Save Draft/Submit

**Ship From:**

**Shipment Method:**  CMC Hand-Carry/Delivery  
 Customer Pick-up  
 Ship To Customer (Fedex)

**Partial shipment?**   Add Comments

**Ship To - Mark For**

NASA - Kennedy    Wyle    Boeing HPSC (Houston)    KSC TOSC  
 NASA - Marshall    JAXA    Boeing Huntsville    Other  
 NASA - JSC    Energia    Boeing KSC (Houston)

**Organization 1:**  Add Comments

**Organization 2:**

**Street Address:**

**Building/Room Number:**

**City:**

**State/Region:**

- Provide standard shipping information
- HP POC receives notification when labels are shipped/ready for pick-up



# Submit Decal Order



*eDecal form information*

Gen Info General Information   Step 1 Custom labels   Step 2 Load Labels   Step 3 Generic Labels   Step 4 Barcode Labels   Your Order Your Cart   Shipping Shipping Info.   **Submit Save Draft/Submit**

Save as Draft or Validate and Submit Form

**Submittal Notes:**

Add your text here...

Type comments here and hit the "Send" button below to push comments to the log at the right.

**Submittal Comments**

Pocklington, Nancy  
Add special notes or comments for the Decal Lab here.  
**DRAFT**  
Sun Jan 17 2016 19:49:45 GMT-0600 (Central Standard Time)



# Monitors Label Orders



**eWorkspace-000072** (Editing)

Revision 0  
Created at: 10/30/2015 @ 11:09:36 AM by Pocklington, Nancy V.  
Last modified at: 11/30/2015 @ 4:48:37 PM by Pocklington, Nancy V.

My Workspace

Workspace General Info  
My Projects  
eLabel Plans  
Human Factor Plans  
Opnom/Pnom Requests  
**Decals Requests**  
New Parts to Submit  
My Reports

### Decal Design and Production

In Work Approved Create New

In-Work Forms

Copy CSV PDF Print Search:

ID (Parent)	Title	Primary/Secondary POC	Reviewer	Status	Edit/View/Recall/Clone/Delete
eDecal-000033 (eLabel-000128)	eDecal for Heritage Project 1999 Design	Nancy Pocklington TBD	DRAFT	DRAFT	
eDecal-000028	roma tomato re-order	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	
eDecal-000027		Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	
eDecal-000024	Decal Order for Roma Tomatoes	Nancy Pocklington MANUEL ZAMORANO	DECAL COORDS	SUBMITTED	

Showing 1 to 4 of 4 entries

Previous 1 Next

- View order from Decal Request List
- HP notified via email when order is shipped

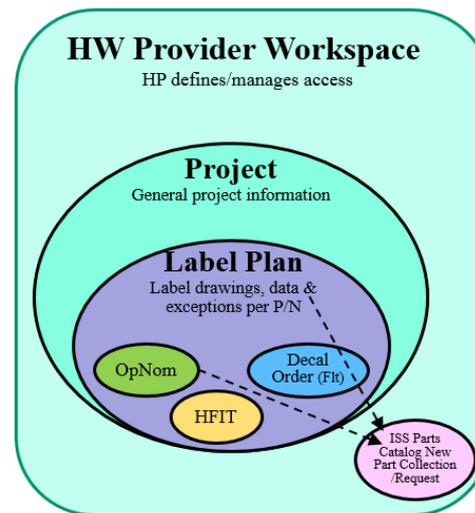


# New Flight Hardware Scenario

## Step 7

### Install Labels

### Add Verification Data & Closure





# eLabel Plan



## Add Verification Data & Final Approval

eWorkspace-000072 -> eLabel-000107 (Editing)

Current Reviewer: **PAYLOAD ADD VERIFICATION DATA**

PAYLOAD POC ASSIGN | PAYLOAD EVAL | BARCODE EXCEPTION REVIEW

BARCODE EXCEPTION APPROVAL | PAYLOAD SIGNATURE | PAYLOAD ADD VERIFICATION DATA

PAYLOAD VERIFICATION REVIEW

eWorkspace-000072 -> eProject-000083 -> eLabel-000107

General Information | Project Information | Part Information | HFIT Plans | SSP57000 App C Reqs | Other Reqs | My Review Requirements | Signed Sign Off | **Attachments Add Info** | My Orders Detail Orders | Submit Save/Submit

Custom Label Drawings

Document Number	Document Revision	Title	File Link
Requirement SSP 50005, 9.3.1.5	Baseline	Tomato cage with labels installed	Test Upload Document.docx

Add File(s)

- HP attaches evidence using eLabel Attachments Tab **and re-submits**
- **Or**
- Reviewer attaches evidence (*does not return request to HP for evidence*)
- Reviewer routes for final signatures when requirements have been closed



# eLabel Plan Approved Verifications Closed



**eLabel Plans**

In Work **Approved** Create New Import Form 2994

**Approved Forms**

Show 10 entries Search:

ID (Parent)	Title	Last Reviewed By	Status	View/Revise/Clone/Order Decal
eLabel-000104	Tomato Investigation Label Plan	Pocklington, Nancy (npocklin) (11/06/2015 @ 5:44:19 PM)	APPROVED	

Showing 1 to 1 of 1 entries Previous Next

- Approved Tab/Status = Verifications closed and final signatures received
- Moved “In Work” Tab to “Approved” Tab
- Decals may be ordered from Approved eLabel Plans at any time



# Label Requirements Certificate of Compliance is Now Complete



# HFIT Request Processed in Parallel with eLabel Plan



eWorkspace-000111 -> eLabel-000166 -> eHFIT-000058

General Info   Project Info   Part Info   SSP 57000   SSP 50005   My Review   My Exceptions   Signee   Attachments  
General Information   Project Information   Part Information   Requirements   Requirements   Requirements   HF Exceptions   Sign off   Addtl Info

1

Required	Requirement Doc	Revision	Requirement	Description	ICD?	Ver Method	Non-Compliance	Comments	Closed
<input checked="" type="checkbox"/>	SSP57000	P	3.12.1.A.2	Strength Requirements - Linear Forces			<input type="checkbox"/>		<input type="checkbox"/>
<input checked="" type="checkbox"/>	SSP57000	P	3.12.2.2.B	Accessibility - Finger Access Clearance		Analysis or Test	<input type="checkbox"/>		<input type="checkbox"/>
<input checked="" type="checkbox"/>	SSP50005	F	9.3.3.2.B.4	Protective Methods		I	<input type="checkbox"/>		<input type="checkbox"/>

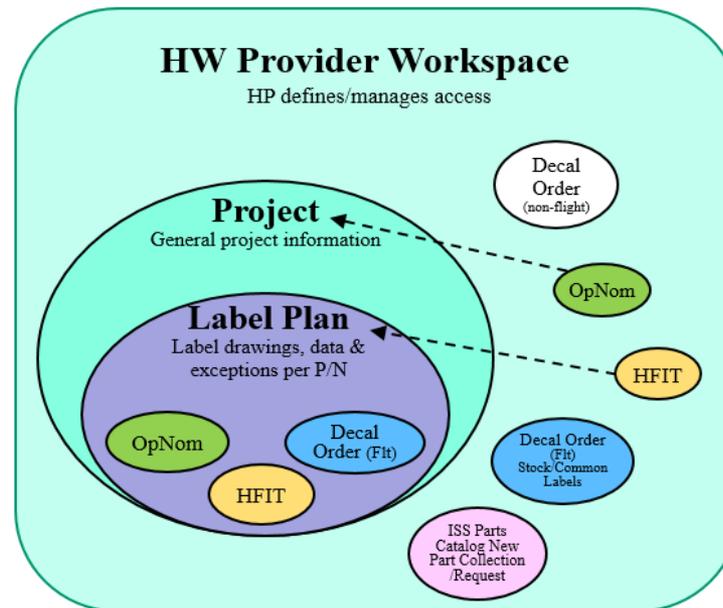
- Submitted HFIT Request Processed in Parallel with eLabel Plan Request
- HFIT Reviewer operates the rest of the process:
  - Reviewer identifies applicable requirements & non-compliance (if needed) “HFIT EVAL”
  - Reviewer “ ADDs VERIFICATION DATA” (reviews coordinated/scheduled)
  - Reviewer closes HFIT verifications
  - Reviewer identifies non-compliances (if needed) & obtains approvals
  - Reviewer obtains final signatures



# HFIT Certificate of Compliance is Now Complete

# Initiating Stand-alone Requests

## Decal Orders, OpNom, HFIT, New Parts





# Initiating Stand-alone Requests



- Decal Orders for Non Flight Hardware or Stock/Common Labels
  - Go directly to [eLabel Plans](#) (*no Label Plan required*)
- OpNom Requests may be initiated via [Opnom/Pnom Requests](#)
  - A Parent Project will need to be identified upon submittal
- HFIT Requests may be initiated via [Human Factor Plans](#)
  - A Parent eLabel will need to be identified upon submittal.
- New Parts may be initiated directly via [New Parts to Submit](#)



# Questions?



# Backup

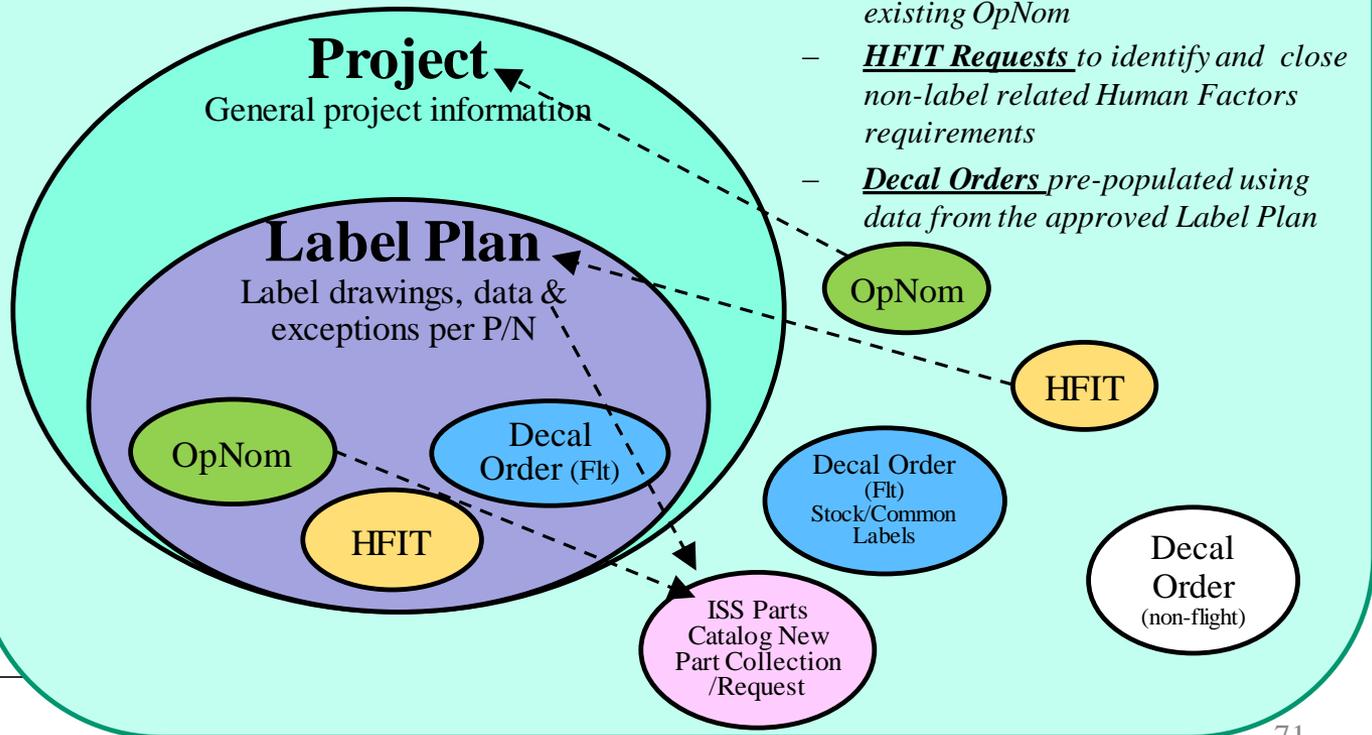


# eLabel Tool Architecture

- My Workspace
- Workspace General Info
- My Projects
- eLabel Plans
- Human Factor Plans
- Opnom/Pnom Requests
- Decals Requests
- New Part Requests
- My Reports

## HW Provider Workspace

HP defines/manages access



- General **Project** data entered once
- **Label Plan** handles review processes for IPLAT, LRT, EVA , & barcode exemptions P/N label details entered for label plan approval or exceptions
- EZ buttons in eLabel to initiate
  - **OpNom Requests** to obtain approval for new OpNom/PNom, or to change existing OpNom
  - **HFIT Requests** to identify and close non-label related Human Factors requirements
  - **Decal Orders** pre-populated using data from the approved Label Plan



# Order Decals for Heritage Hardware



- Initiate an eLabel Plan
  - Answer “Yes” to “Is this a heritage Label Plan?”
  - Provide justification for using Heritage HW Process using one of the following methods
    - Import Form 2994
    - Attach other existing documentation
    - Or provide rationale for use of heritage process
  - Enter P/N specific label information for Labels to be ordered from DDPF
  - Submit Label Plan for approval
- FCI verifies Label Plan, ownership, and approves Label Plan request
- When approval has been received, place Decal order



# POCs



- A primary Point of Contact (POC) is required for each request.
  - The primary POC can be different for each type of request ( Label Plan, HFIT, OpNom, etc.)
- Primary and Secondary POCs will receive email notifications for changes in request status.
- Email notifications are sent to the email address obtained via the NASA ndc directory account lookup.



# Adding POCs



**My Workspace**

Name: University XX

Primary POC:

- Nancy Pocklington
- Lockheed Martin
- OC
- nancy.pocklington@lmco.com
- 281.280.4090

Secondary POC:

Primary POC:

- Nancy Pocklington
- Lockheed Martin
- OC
- nancy.pocklington@lmco.com
- 281.280.4090

Secondary POC:

NDC ID:

Example: jdoe (not ndc|jdoe)  
Important Field

First Name:

Last Name:

1. Click here to quickly add yourself.

2. Click here to bring up the Search for a POC.

3. Enter a portion of the POC's name and search.

4. Select the POC and click Update.

NASA Directory Search

Search with First Name (Optional):  Last Name:

Name	Email (req.)	Phone (req.)	OrgCode	
Moreno-Garcia, Fernando	femandr@jpl.nasa.gov		389H	<input type="button" value="select"/>
MORENO-GONGORA, JUAN	juan.moreno-gongora@lmco.com	281.280.4137	CD	<input type="button" value="select"/>
Moreno-Granados, Porfirio		3017735656		<input type="button" value="select"/>

Secondary POC:

NDC ID:

Example: jdoe (not ndc|jdoe)  
Important Field

First Name:

Last Name:

E-mail:

Example: someone@nasa.gov

Phone number:

Example: 01 (281) 555-5555

NASA Org:

Company:



# Real Estate Management



The screenshot shows the eLabel Tool interface. A red box highlights a small icon in the top navigation bar, with a yellow callout box containing the text "Show/hide Main Menu" and an arrow pointing to the icon. The main menu on the left includes items like Home, My eLabel, Notifications, New Parts In Process, Search, Help, Questions?, and myCMC Links. The main workspace area displays "eWorkspace-000072 (Editing)" and "Decal Design and Production" with various workflow buttons like "In Work", "Approved", and "Create New".

This close-up screenshot shows a revision history table and a toolbar. The table has columns for "Current", "Next", "Optional", "Rejected", and "Approved". A red box highlights a circular icon in the toolbar, with a yellow callout box containing the text "Show/hide upper banner" and an arrow pointing to the icon. The revision history table shows a single entry with a revision ID of 0.060000000000000005, created at 11/07/2015 3:04:01 PM by Pocklington, Nancy V., and last modified at 11/07/2015 7:13:02 PM by Pocklington, Nancy V.

**Label Catalog** View

This page displays the labels/decals listed in the Label Catalog (JSC-27260 Rev G).

Label Catalog

Search:

Label Drawing Number	Label Name	Category	Group	Material	Needs PN	Description	Image
SDD32100397-001	Decal, Fire Hole	Utility	Crew Safety During Use, Maintenance, Replacement Activities	Lexan & Adhesive(467)†	0	Diameter Thickness: 0.74"/10 mil Material Use Restrictions: IVA Only, Flammability Fire hole decals are produced from 10 mil	



- Quick Save
- Save and Exit
- Print This Page
- Version History
- View Old Versions
- Refresh
- Exit

Label Catalog currently contains label drawing details for the following:

- Barcode labels
- RFID labels
- JSC-27260 RevG

**The eLabel tool stacks windows to navigate quickly.**

Use EXIT to close current window/pop-up and return to previous window.



# Request Status & Options



**eLabel TOOL**  
Home > eLabel Workspace > My Workspace > Open BETA Discussion

## eWorkspace-000072 (Editing)

My Workspace

- Workspace General Info
- My Projects
- eLabel Plans
- Human Factor Plans
- Opnom/Phnom Requests
- Decals Requests
- New Parts to Submit
- My Reports

### Operations/Procedure Nomenclatures Request

In Work\* Approved\* Create New

#### In-Work Forms

Copy CSV PDF Print Search: \_\_\_\_\_

ID (Parent)	Title	Primary/Secondary POC	Reviewer	Status	Edit/View/Recall/Clone/Delete
eOpNom-000100 (eLabel-000108)	Tomato Project OpNoms for Farm Equipment	Nancy Pocklington MANUEL ZAMORANO	OPNOM NASA SYS	SUBMITTED	    
eOpNom-000099 (eLabel-000108)	Tomato Project OpNoms for Farm Equipment	Nancy Pocklington MANUEL ZAMORANO	OPNOM NASA SYS	SUBMITTED	    
eOpNom-000096 (eProject-000083)	Tomato Farm Tools System: Payloads	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	    
eOpNom-000095 (eProject-000083)	Tomato support device	Nancy Pocklington TBD	OPNOM PLUTO REP	SUBMITTED	    
eOpNom-000094 (eProject-000083)	OpNoms for Tomato Farm Investigation	Nancy Pocklington TBD	OPNOM PLUTO REP	SUBMITTED	    

-  Editable / Action Required
-  Not Editable - in review workflow
-  View (read only)
-  Recall (if submitted but not opened by Reviewer)
-  Approved to Order Decals
-  Clone (Duplicates item but does not copy comments, concurrences or signatures)
-  Delete



# View Process Progress

- Progress bar displays review flow and detailed status. completed and pending review status.
- Date, time, and author of last modification readily available

The screenshot displays the 'eLabel Tool' interface. At the top, there is a navigation bar with 'Home > my Review > Review eLabel > Open BETA Discussion'. The main header shows 'eWorkspace-000072 -> eLabel-000109 (Editing)'. Below this, a 'Current Reviewer' section shows 'PAYLOAD EVAL'. A central progress bar consists of several colored segments: 'PAYLOAD POC ASSIGN' (green), 'PAYLOAD EVAL (click to Review)' (orange), 'BARCODE EXCEPTION REVIEW' (blue), 'BARCODE EXCEPTION APPROVAL' (blue), 'PAYLOAD SIGNATURE' (blue), 'PAYLOAD ADD VERIFICATION DATA' (blue), and 'PAYLOAD VERIFICATION REVIEW' (blue). To the right, a yellow 'Revision: 0.02' box is highlighted with a red arrow, containing details: 'Created at: 11/07/2015 @ 3:08:43 PM by Pocklington, Nancy V.' and 'Last modified at: 11/08/2015 @ 4:57:21 PM by Pocklington, Nancy V.'. Below the revision box is a legend with buttons for 'Current', 'Next', 'Optional', 'Rejected', and 'Approved'. The bottom of the interface shows a breadcrumb trail: 'eWorkspace-000072 -> eProject-000083 -> eLabel-000109' and a set of utility icons.



# Comments

*eWorkspace-000072 -> eOpNom-000096 (Editing)*

Current Reviewer: **DRAFT**

**DRAFT**

Revision 0  
Created at: 11/08/2015 2:36:48 PM by Pockington, Nancy V.  
Last modified at: 11/08/2015 2:21:17 PM by Pockington, Nancy V.

Current Next Status Optional Rejected Approved

eWorkspace-000072 -> eProject-000083 -> eOpNom-000096

**General Info** Project Info OpNom PNom Attachments Submit  
General Information Project Information Information Information Attachments Save Draft/Submit

Primary POC: Nancy Pockington  
 Lockheed Martin  
 OC  
nancy.pockington@lmco.com  
261.280.4090

Secondary POC: MANUEL ZAMORANO  
 Lockheed Martin  
 OA111  
manuel.zamorano@lmco.com  
261.280.4138

Title:

Affected Book:

**History**

npockin 11/08/2015 2:21:17 PM  
• opaffectedBook: I am not certain the ESA Columbus book is the correct selection. Please let me know if it needs to be changed.

Is this request required to support an event?  Yes  No

Specify Event(s):

OpNom Required by:

\*\*Rationale for Expedited Request:

- Comment at the line level
- Comment history maintained (author, date/time, etc.)



# Attachments & Additional Info



**eWorkspace-000072 -> eOpNom-000096**  
(Editing)

Current Reviewer: **DRAFT**

Revision: 0  
Created at: 11/05/2015 @ 2:36:48 PM by Pocklington, Nancy V.  
Last modified at: 11/08/2015 @ 2:21:17 PM by Pocklington, Nancy V.

Current Next Optional Rejected Approved

eWorkspace-000072 -> eProject-000083 -> eOpNom-000096

General Info Project Info OpNom PNom **Attachments** Submit  
General Information Project Information Information Information Attachments Save Draft/Submit

**Additional Attachments:**

Document Number	Revision	Document Title	File Name	Delete
<a href="#">Add File(s)</a>				

**Additional Information:**

Back Next

- Additional files and comments may be attached



# Embedded Links



*eWorkspace-000072 -> eLabel-000104* (Editing)

Current Reviewer: **DRAFT**

DRAFT

eWorkspace-000072 -> eProject-000083 -> eLabel-000104

General Information | **Project Information** | Parts Information | HFIT Plans | SSP57000 App C Reqs | Other Reqs | My Review Requirements | Signee Sign Off eLabel | Attachments Addtl Info

Project: **eProject-000083** Refresh Project info

Cage Code: XYZ11

*eWorkspace-000072 -> eLabel-000104*

Current Reviewer: **DRAFT**

DRAFT

eWorkspace-000072 -> eProject-000083 -> eLabel-000104

General Information | Project Information | Parts Information | **HFIT Plans** | SSP57000 App C Reqs | Other Reqs | My Review Requirements | Signee Sign Off eLabel

Will this hardware need a HFIT Review? **No**

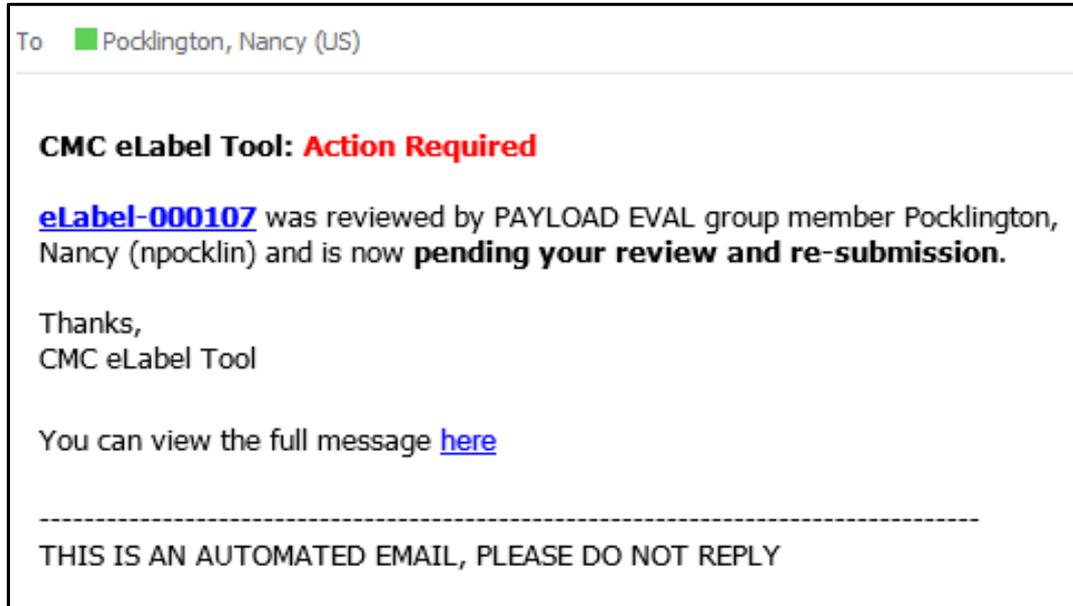
HFIT Name:

HFIT Linked to this eLabel Plan: **eHFIT-000040 - Tomato Investigation HFIT Request**

Opens/stacks new window for direct access to view or edit the item depending its workflow state



# eLabel Notifications



- HP/Reviewers receive notification when action is required
- Action required clearly identified in email
- Direct link to request provided



# Notifications (cont.)



Home > my Review > My Workspaces > Open BETA Discussion

**Unread Notifications**

Show 10 entries Search:

Notification	Received
Pending Your Review - eLabel-000100 testing - NP- Clone of #97	10/26/2015
Pending Your Review - eLabel-000100 testing - NP- Clone of #97 was Submitted by HWP	10/26/2015
EL Submitted - eLabel-000100 testing - NP- Clone of #97	10/26/2015
EL Submitted - eLabel-000100 testing - NP- Clone of #97	10/26/2015
Pending Your Review - eOpNom-000088 Ricardo Test	10/26/2015
In Review - eOpNom-000088	10/26/2015

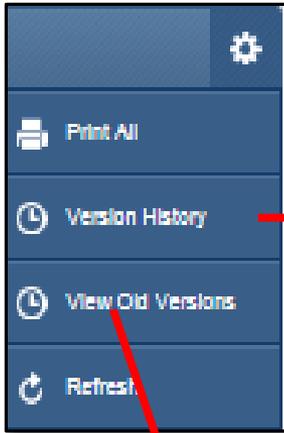
**my In-Work Forms**

Show 10 entries

ID	Title	Review
eWorkspace-000072	Training Workspace	eWork
eWorkspace-000070	EVA Black Box Payload	eWork
eWorkspace-000066	University XX	eWork
eWorkspace-000065	Veggies	eWork
eWorkspace-000053	9/16 Workspace	eWork



# Version History



- From/To changes
- By whom & when

Old versions saved each time status is changed

In Work Version History | View Fullscreen

- revision: [0.0.1](#)
- reviewerGroup: [DRAFSYSTEM COORDS](#)
- lastSaved: [\Date\(1448510404776000\)Y](#)

npocklin 11/02/2015 @ 6:32:58 PM

- partNumberContainer: {"pnumber": "UNIVXYZ-001", "qty": 1, "opnom": "", "toxcode": "", "hrbag": "cagecode": "XYZ11", "newpart": "Yes", "newopnom": "Tomato Growing Bag"}
- lastSaved: [\Date\(1448510497251000\)Y](#)

npocklin 11/02/2015 @ 6:28:11 PM

- cagecode: [xyz11](#)
- hwdescription: [Hydroponic system for growing vegetables in space. Tubes, water, fert](#)
- hwused: [This hardware is used to grow tomato plants](#)
- hwinstalled: [galley window](#)
- hwcrewinterface: [The crew will manually install the hydroponic system of tubes and ba](#)
- hwnominal: [The crew will check the plants daily and take pictures of the seedling grow](#)
- cfegfesystem: [cfegfesystemGFE](#)

Old Versions for eLabel-000104 | View Fullscreen

COORD Assigned to npocklin: modified on 11/02/2015 @ 6:45:10 PM by Pocklington, Nancy V.

Submitted to SYSTEM COORDS: modified on 11/02/2015 @ 6:33:19 PM by Pocklington, Nancy V.

eWorkspace-000072 -> eLabel-000104 View Mode

Old Version

Current Reviewer: **SYSTEM EVAL**

SYSTEM POC ASSIGN    SYSTEM EVAL    BARCODE EXCEPTION REVIEW

BARCODE EXCEPTION APPROVAL    SYSTEM SIGNATURE    SYSTEM ADD VERIFICATION DATA

SYSTEM VERIFICATION REVIEW

General Information    Project Information    Parts Information    FIT Plans    SSP7000 App C Steps    Other Steps    My Review Requirements    Signee Sign Off Labels    Attachments Audit Info    My Orders Detail Orders    Submit Save/Submit

eLabel Primary POC: **Nancy Pocklington** (Lockheed Martin, CC, nancy.pocklington@lmco.com, 281.280.4090)

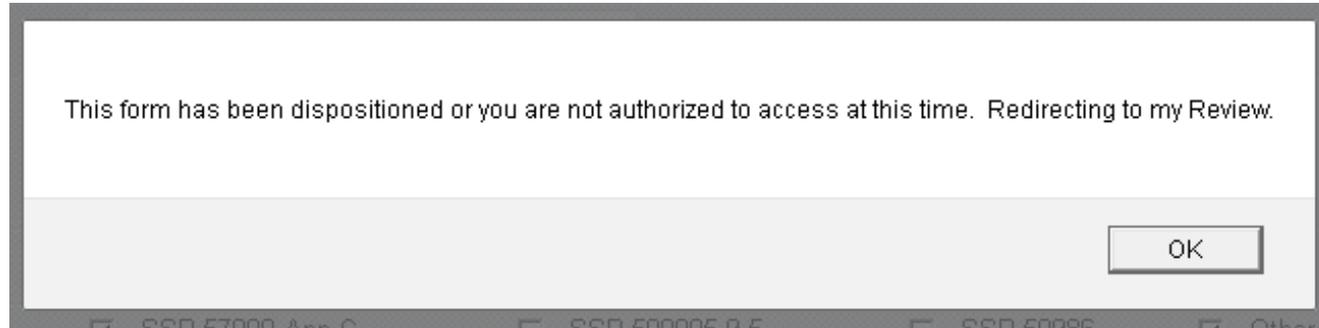
**MANUEL ZAMORANO** (Lockheed Martin, DA111, manuel.zamorano@lmco.com, 281.280.4138)

eLabel Plan Title:

Is this a heritage Label Plan?  YES @ NO



# Messages



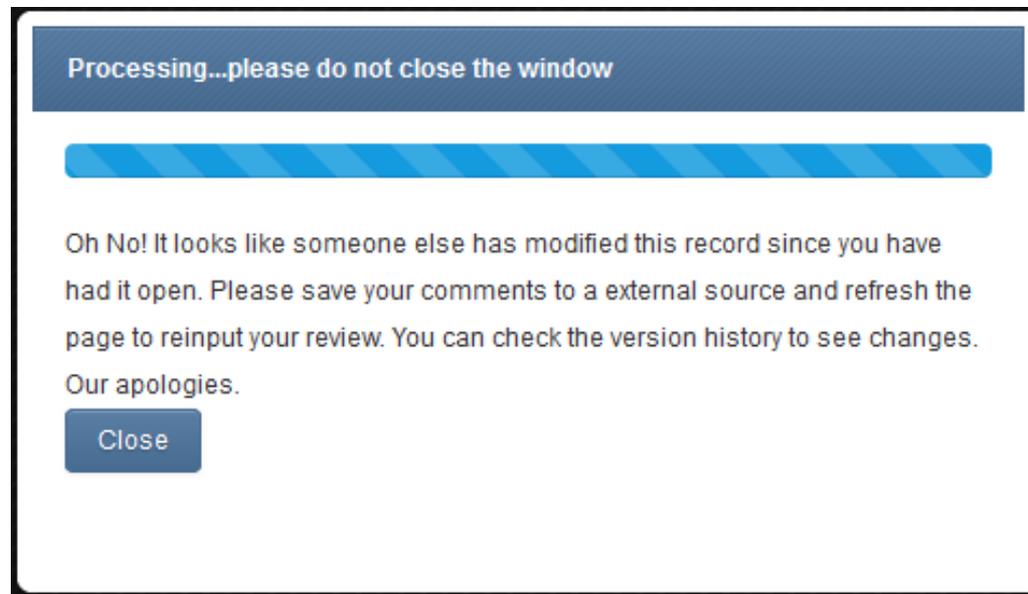
- You cannot access this request
  - As an HP, because you have submitted it for review
  - As Reviewer, it has been dispositioned (by you or someone in your review group), and is no longer in your queue



# Messages (cont.)



- Access to records are on a first come, first served basis.
- Someone has saved changes to the record after you opened the record.





# Additional Features Improve HP User Experience

- Clone(duplicate) and edit any project, plan or request
- Copy and paste from Excel into any table
  - Right click to delete row
  - Copy/paste from Excel
- Drag and drop files to attach
- Recall requests prior to review start
- Real time reports for
  - Historical P/N barcode/RFID data (*Testing environment uses an export from BITS*)
  - Manifest history by P/N (*Testing environment uses SpX-5 manifest data*)



# Capabilities Overview



	Hardware Provider	Reviewer
<b>Workspace</b>	<ul style="list-style-type: none"> <li>Control access to the Workspace</li> </ul>	
<b>Project</b>	<ul style="list-style-type: none"> <li>Enter Basic project information once</li> <li>Update project data as project matures</li> </ul>	<ul style="list-style-type: none"> <li>Updated project data is available to all processes/reviewers</li> </ul>
<b>Label Plans</b>	<ul style="list-style-type: none"> <li>Enter P/N specific label information</li> <li>Submit request for label plan approval</li> <li>Submit objective evidence to close Label Plan requirements</li> </ul>	<ul style="list-style-type: none"> <li>Requirements coordination and verification</li> <li>Review/approval workflows</li> <li>Data pulled from existing databases to ensure consistency</li> </ul>
<b>Human Factors Plan</b>	<ul style="list-style-type: none"> <li>Easy button to initiate HFIT engagement to address non-label related Human Factors requirements</li> </ul>	<ul style="list-style-type: none"> <li>Requirements coordination, and verification</li> <li>Exception processing &amp; signatures</li> <li>Review/approval workflow</li> <li>Generation of CoC</li> </ul>
<b>OpNom/PNom Requests</b>	<ul style="list-style-type: none"> <li>Easy button to initiate request to update or approve new OpNom/PNoms</li> </ul>	<ul style="list-style-type: none"> <li>Coordination of community review</li> <li>Review discourse captured in the tool</li> <li>Review/approval workflow</li> </ul>
<b>Decal Order</b>	<ul style="list-style-type: none"> <li>Order labels per approved Label Plan (flight labels)</li> <li>Adjust pre-populated order (add, delete, qty., etc.)</li> <li>Enter S/N and other information unique to this order</li> <li>Enter shipping information</li> <li>Order non-flight items (no Label Plan required)</li> </ul>	<ul style="list-style-type: none"> <li>Flight HW requests centralized</li> <li>Label data from reviewed/approved Label Plan</li> <li>Data downloaded in proper format for processing</li> <li>Shipping information auto generates 1149</li> </ul>
<b>New Part Requests</b> (resulting from New OpNom Requests)	<ul style="list-style-type: none"> <li>Update P/N if temporary P/N used to initiate OpNom Request</li> <li>Check box when ready to submit request to have new P/Ns added to ISS Part Catalog when OpNom has been assigned</li> </ul>	<ul style="list-style-type: none"> <li>Verify OpNom matches P/N</li> <li>Approves update for push to Parts Catalog</li> </ul>