

Manual Classification COS PIM

| File | Manual Classification |
|-----------------|-----------------------|
| COS version | L03 |
| Revision & date | 1.3, 31-10-2022 |

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1 Concepts

COS PIM

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Compano Online Software, Product Information Management.

Product

A product is a manufactured and often branded object which can be described in technical terms. Usually, this *product information* is maintained by the manufacturer of the product.

Item

An item is a (collection of) product(s) which are packaged and priced. An item can also be described in logistical terms (stock, delivery time). Usually, this *trade information* is maintained by the supplier of the product.

Assortment

An assortment is a collection of purchase or sales items.

GLN

A *Global Location Number* (GLN) can be used by companies to identify their locations, giving them complete flexibility to identify any type or level of location required, for instance, a factory, store, office or warehouse.

GTIN

The *Global Trade Item Number* (GTIN) is an identifier for trade items, developed by GS1, <u>www.gs1.org</u>. Such identifiers are used to look up product information in a database (often by entering the number through a barcode scanner pointed at an actual product) which may belong to a retailer, manufacturer, collector, researcher, or other entity. The uniqueness and universality of the identifier is useful in establishing which product in one database corresponds to which product in another database, especially across organizational boundaries.

Classification System

A classification system identifies (technical) products, sorting them into *product classes* and describing them using standardized *product features* and *feature values*. Examples of classification systems are: ETIM, EZ-base, GPC, Q-model, etc.

ETIM

ETIM is an international classification standard for technical products of the installation sector, the construction sector and the maritime sector. *ETIM Dynamic* is the current development version of ETIM, which is updated weekly. Previous, fixed version of ETIM include ETIM 7, ETIM 6, etc.

BIM

Building Information Modelling (BIM) is an intelligent 3D model-based process that gives architecture, engineering, and construction (AEC) professionals the insight and tools to more efficiently plan, design, construct, and manage buildings and infrastructure.

ETIM MC

ETIM Modelling Classes (ETIM MC) is an extension to the basic ETIM classification model, specifying parameters for representation of products as 3D geometric objects. As such, ETIM MC enables uniform exchange of 3D product data among users and CAD software.

2 Introduction

This document describes how to classify products within the COS PIM software using a *standard classification system*. For practical purposes, all examples demonstrate this classification process using *ETIM Dynamic standard* as the classification system¹.

Classification within the ETIM system is based on identifying an unique *ETIM product class* for each product. Once this class has been assigned to the product, the corresponding *product class features* can be filled in.

Example

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- A product is assigned the class *Convector radiator* with EC-code *EC010152*.
- Some of the corresponding class features are: *Material housing, Material heat exchanger, Height, Length, Depth, Heat emission according to EN 442 20 °C 75/65, Colour*, etc.
- For *Material housing*, the following values can be filled in: *Steel, Plastic, Wood, Other.*

3 Classification process

The best practice for classifying (new) products, is to work with a *set of similar products*. These products should all share the *same product class* and preferably *many of the same class feature values*.

Example

A good example of a set of products would be all radiators of the Series *EcoLine*, Type *Convector Radiator Free-standing*, which are all made of *RVS* (Material housing), and are all *White* (Color). These products then would only differ in their *Dimensions* (Height, Length, Depth).

Basically, two classification scenario's exist:

3.1.1 Classification of new products

When classifying a new product:

- 1. Find a set of products of a single class using Filter and Search,
- 2. Assign a product class (ETIM) to all products in the set,
- 3. Enter common values to class features which are the same for all products in the set,
- 4. Enter unique values to class features which are different for each product in the set,
- 5. <u>Set classification status</u> to 'classified'.

3.1.2 Updating classification

When updating existing classification, products already have a class assigned and part of the class features might be filled out.

To update classification:

¹ Should you wish to use another classification system, simply substitute ETIM for the system of your choice. Note that you will need to contact Compano Sales (<u>sales@compano.com</u>) as using other classification systems is not a standard feature of the Compano (Basic) PIM system.

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- 1. Find a set of products of a single or multiple classes², using Filter and Search,
- 2. <u>Update classification</u> data by entering values for class features which are missing data,
- 3. <u>Set classification status</u> to '*classified*'.

3.2 Deleted ETIM features

As ETIM Dynamic receives a weekly update, the ETIM classification system may change. This means that sometimes ETIM class features or values are *deleted*.

By default, deleted ETIM features will still show when classifying products with the Compano software. This can lead to the confusing situation where a product feature shows twice, or where an already deleted feature is filled out instead of the correct active feature.

In the COS interface, deleted ETIM features are marked with an Archive icon:

| 24 | a 05.0.02.10000000 | [14][[]444][]444 [][]44 []] | 7.10.1/104.10/0 |
|----|--|-----------------------------------|---------------------------------|
| 5 | Edit - 140044080 LEDSPOTRA-HQ 7W-D | 01M-3000-40D-AL-CT Opple 06956321 | 1843861 |
| | Technical specification Classification | on Model Product User-d | lefined fields 🔪 Translatio |
| 2 | Product Class | ETIM Dynamic EC001744 Down | light/spot/floodlight |
| | Downlight/spot/floodlight | | This ETIM |
| 5 | Suitable for surface mounting | 🔾 Yes 🔾 No 🔍 Unknowe | feature has |
| 5 | Suitable for built-in mounting | Yes 🖓 No 🔍 Unknown | been deleted from the |
| - | Suitable for wall mounting | 📕 🔾 Yes 🖲 No 🔾 Unknown | current, active |
| | Suitable for wall mounting | 🔿 Yes 🔿 No 🖲 Unknown | ETIM Dynamic system |
| 5 | Suitable for suspended mounting | 🔾 Yes 🔍 No 📿 Unknown | system |
| 5 | Suitable for ceiling mounting | | |

In Excel exports, deleted features added as data columns *after* the active ETIM features. Also, any filled out values for deleted features are shown on a red background:

| DY | DZ | EA | EB | EC | ED | EE | EF | EG | EH | EI | EJ |
|---------------|---------------|----------------|------------------|------------------|----------|-----------------|-----------------|-----------------|-----------------|----------|----------------|
| | | | | | | | | | | | |
| Compatible | Compatible | | | | | | | | Rated life time | | Built-in |
| with Google 💌 | with Amazor 🔻 | wall mountin 🔻 | efficiency cla 🔻 | efficiency cla 🔻 | energy 💌 | L70/B10 at 25 💌 | L80/B50 at 25 💌 | L90/B10 at 25 💌 | L90/B50 at 25 💌 | (lm/W) 🔽 | diameter (mr 💌 |
| | | No | A++ | | | | | | | 60,00 | 80,00 |
| | | No | | A+ | | | | | | 64,00 | 80,00 |
| | | No | | | A2 BAT | | | | | 60,00 | 80,00 |
| | | No | | | | 10,00 | | | | 64,00 | 80,00 |
| | | No | | | | | 10,00 | | | 57,00 | 80,00 |
| | | No | | | | | | 25,00 | | 57,00 | 80,00 |
| | | No | | | | | | | 25,00 | | 76,00 |
| | | No | | | | | | | | | 76,00 |
| | | | | | | | | | | | |
| | | | | | | Dele | ted ETIM feat | ures | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |

² <u>Note</u>: As of Compano Software version L03, it is possible to update the classification of products of *multiple, different classes* in one update session. For a detailed explanation, see chapter <u>8. Update classification</u>.

3.2.1 Hide deleted ETIM features

Deleted ETIM features can be hidden in the user interface. This setting is available under *My details* > *My settings*, however as additional action is required which is not available to a user, please contact your Compano consultant if you need to hide deleted ETIM features.

| 🗐 User Settings | | | | \times |
|------------------------------|------------|--|-----|----------|
| System settings | | | | |
| Email Mail relay password | | | | |
| Send on behalf of (relay) | | | | |
| System | | To hide deleted | | |
| Show deleted features | 🔾 Yes 🔍 No | features, addition action is required | | |
| Screen setting | | please contact yo | ur | |
| Left panel display | 🖲 Yes 🔾 No | Compano Consult | ant | |
| Right panel display | 🔘 Yes 🔾 No | | | |
| | | | | |
| | | Clos | se | |

4 Find a set of products

The Filter and Search options in COS allow for a quick selection of a set of (similar) products. COS offers two kinds of filter techniques: a Quick Filter and a Comprehensive Filter. Note that both filters can be combined and that results can be further narrowed down by using an additional Search term.

4.1 Quick filter

The *Quick Filter* is available in the upper right corner of the right side panel:

| Ner - | Search All | Details Manage Screen layouts #EDyn | N. 🕜 🗸 | | | | | | | | 1,0 |
|-----------------------------|------------|-------------------------------------|--------------------------|------------|---|----|----------------------------------|------------------------------|----------|---|------|
| avigation 🛞 | * Status | Features% Manufacturer Code | Manufacturer Description | Code | GTIN | мс | Product description | Classification system | Product | Quick Filter | ٦ |
| == Items (1/0) | | 82.69% AOS | A10.000 | ADM 40 N | 800.0480.040 | | COMMERCIAL WATERHEATER NAT/LP | #EDynamic | EC010231 | Manufacturer | Т |
| Product characteristics (0) | | 82.69% AOS | A4.008 | ADM 50 N | 100 C 100 C 100 C | | COMMERCIAL WATERHEATER NAT/LP | #EDynamic | EC010231 | Brand | |
| Attachment (0/0) | | 82.69% AOS | 1.1.1.1.1.1.1.1 | ADM 60 N | 011 (1.00 (1.00)) | | COMMERCIAL WATERHEATER NAT/LP | #EDynamic | EC010231 | Series | |
| Manufacturer: | | 82.69% AOS | A10.0x88 | ADM 80 N | 100 C 100 C 100 C | | COMMERCIAL WATERHEATER NAT/LP | #EDynamic | EC010231 | - (18) Cyclone (14) | 1 |
| | | 78.85% AOS | Add. (1998) | ADM 90 N | 0703400340 | | COMMERCIAL WATERHEATER NAT/LP | #EDynamic | EC010231 | INNOVO (18) | |
| Productgroup:ADM 40 A | | 78.85% AOS | A.4. 1998 | ADM 115 N | 0101000 | | COMMERCIAL WATERHEATER NAT/LP | #EDynamic | EC010231 | and the second second | . (# |
| | | 78.85% AOS | A10.000 | ADM 135 N | the second | | COMMERCIAL WATERHEATER NAT/LP | #EDynamic | EC010231 | Product Classes #EDynamic EC010184 Boi | ler |
| Add | | 78.85% AOS | 1.1.1.1.1.1.1 | ADM 135 PN | In the second second | | COMMERCIAL WATERHEATER LP/NAT | #EDynamic | EC010231 | #EDynamic EC010231 Boi #EDynamic EC011391 Hol | |
| Modify | | 82.69% AOS | A10.0+04 | ADMR 40 N | And the second second | | COMMERCIAL WATERHEATER NAT/LP | #EDynamic | EC010231 | #EDynamic EC011392 Boi | |
| Delete record (s) | | 82,69% AOS | A11.0408 | ADMR 50 N | 101 (1400 (1010) | | COMMERCIAL WATERHEATER NAT/LP | #EDvnamic | EC010231 | Productmodels | |
| Line edit on | | 82,69% AOS | 4.4.400 | ADMR 60 N | 0100400000 | | COMMERCIAL WATERHEATER NAT/LP | #EDvnamic | EC010231 | Product | f |
| Copying | | 82.69% AOS | ALC: 101 | ADMR 80 N | End of the second | | COMMERCIAL | #EDynamic | EC010231 | Classification | |
| Paste | A | 78.85% AOS | 10.000 | ADMR 90 N | ECC AND ADD | | WATERHEATER NAT/LP COMMERCIAL | #EDynamic | EC010231 | ETIM Product Class Code EC010231 | |
| actions 🛞 | | 78.85% AOS | 10.048 | ADMR115 N | And in case of the | | WATERHEATER NAT/LP COMMERCIAL | #EDvnamic | EC010231 | ETIM Product Class Nam Boiler, gas heated | e |
| Manipulate | | 78.85% AOS | 41.101 | ADMR135 N | | | WATERHEATER NAT/LP | #EDvnamic | EC010231 | #ClassificationQuality #Yellow | |
| Copy classification | - | 78.85% AOS | 40.008 | ADMR135 PN | | | | #EDynamic | EC010231 | Notes | |
| From archive | | 86.54% AOS | A1.048 | BFC 28 N | 870340.000 | | COMMERCIAL WATERHEATER NAT/LP | #EDynamic | EC010231 | #Red #Orange | |
| ıt 🛞 | | 86.54% AOS | An and | BFC 28 PN | 01010-01010-01010-01010-01010-01010-01010-01010-01010-01010-01010-01010-01010-01010-01010-01010-01010-010-010-00-000-00-000-0 | | COMMERCIAL WATERHEATER LP/NAT | #EDynamic | EC010231 | #Yellow | |
| #ProductClass | | 86.54% AOS | 10.008 | BFC 30 N | 100 C 100 C 100 C | | COMMERCIAL WATERHEATER NAT/LP | #EDynamic | EC010231 | All Required fields filled (Importance) | |
| Printing options | | 86.54% AOS | 10.000 | BFC 30 PN | ETC TARGET | | COMMERCIAL WATERHEATER LP/NAT | #EDynamic | EC010231 | Ready, this product is classified | |

The Quick Filter allows for a fast selection of products based on *Manufacturer, Brand, Series, Type, Assortment*, etc. The **Quick Filter is an 'intelligent' filter**; depending on your selection, it will only list filter options that can be further applied to your data.

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4.2 Comprehensive filter

The Comprehensive Filter can be used to make a more refined selection of products for classification. The Filter offers several tabs with data fields which can be used in combination to filter out a set of products.

<u>Note</u>: Complex filters can be saved for easy future use. For more information on Filtering, see the *Compano Basic Manual*.

Example

To filter a set of *similar*, *new products*:

1. Through the Menu go to *Products > Product Classifications*.

| Product | classific | ations | Menu | View | E | dit 🔨 Func | tions 🔪 Pr | int 🔪 Imj | port / Exp | ort |
|-----------|-----------|-------------|------|----------|------|----------------|-------------|------------|------------|--------|
| Contacts | Products | کے پ | DAM. | Publicat | | Classification | System | Ny details | , 🕜 . | Logout |
| Navigatio | 2 | nufacturer | | _ | Stat | | Class featu | | | |
| BItem | | duct classi | | | | | 69 | | | |
| Prod | | duct group | | | | | 67 | .80% | | |
| Attao | | duct searc | | | | | 64 | .41% | | |
| Manu | | | | | | | 64 | .41% | | |
| Prod | Pro Pro | ducts | | | | | 0.4 | | | |

2. On the View tab, click the *Filter* button

| Titems (4/0) | Product classifications | Menu | View | Edit | Functions | Print \ |
|-------------------------|-------------------------|-----------|------------|--------|--------------------|---------|
| Navigation | ▶. | • | Q | | 1 | - |
| (4/0) 73.7 73.7 | Filter | | Search | All | Details Screen Lay | out |
| 73.7 | Navigation | \otimes | ^ x | Status | Class fea | iture % |
| | Items (4/0) | | | | | 73.77% |
| | Product features (2) | | | | | 73.77% |
| | - M | | | | | 73.77% |

- 3. In the pop-up window, enter the filter criteria on either of the following Filter tabs:
 - a. Classification tab: Set *Product Class* to *Empty* to filter out all new products which do not yet have class assigned:

| 🗐 Filter | | | | |
|---------------|--------------------|--------------------|---------------------|--------------|
| Classificat | tion Model Pr | oduct 🔨 Additional | Vser-defined fields | Translations |
| Product Class | empty | ~ | | |
| | | J | | |
| | | | | |
| | | | | |
| | | | | |
| | Apply | Empty | Empty and close | Save as |
| | systems D.v. (von) | | | reducer m |

b. Product tab: Optionally set additional Filter criteria to further narrow down the set of filtered products. For instance, *Series, Type, Product Group*, or a range of *Product Codes*.

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| Filter | | | | | | | |
|------------------------------------|----------|---------|-------|------------------|---------|---------------|--------------|
| < Classification | Mc | odel | Produ | Additional | User-de | efined fields | Translations |
| Manufacturer | i | = value | ~ | | | | • |
| Code | i | betwee | n 🗸 | 12345 | | | |
| | | | | 34567 | | | |
| GTIN | | start | ~ | | | | |
| Company-specific product code | i | start | ~ | | | | |
| ERP code | (i) | start | ~ | | | | |
| Short description (product) | [| start | ~ | | | | |
| Product description | i | start | ~ | | | | |
| Commercial descripti (product) | on [| contain | s v 🗸 | | | | |
| Technical description (product) | [| contain | s v 🗸 | | | | |
| /ersion number | [| = value | ~ | | | | |
| Status | ſ | = value | ~ | Defined | | | publication |
| | | | | Pending | | Published | |
| General | | | | | | | |
| JNSPS code | l | start | ~ | | | | |
| Product group code | | start | ~ | | | | |
| Brand (product) | 1 | start | ~ | | | | |
| Series (product) | (i) | start | ~ | Batten luminaire | | | |
| Type (product) | 1 | start | ~ | | | | |

c. Additional tab: This tab contains additional Filter options, which can also be used to refine the filter results. Most practical would be such options as *Time Created* or *Modification Time*: to quickly find newly added or changed products:

| Filter | | | | | | × |
|--------------------------------|----------------|-----------|--------------------------|---------------------|--------------|-------|
| Classification | Model | Produc | t Additional | User-defined fields | Translations | VÞ |
| Code successor | 🛈 start | ` | | | | - |
| GTIN Predecessor | start | ~ | | | | |
| GTIN Successor | (1) start | ~ | | | | |
| Data | | | | | | |
| Archive moment | empty | ~ | | | | |
| Start date | 🔳 🗆 = valu | e 🗸 | | | | |
| End date | = valu | e 🗸 | | | | |
| Time created | = valu | e 🗸 | 03-01-2022 14:00 | i Q | | |
| Import date | = valu | e 🗸 | | i O | | |
| Last modification | = valu | e 🗸 | | III O | | |
| Modification time (overall) | (i) today | ~ | | | | |
| Is main product | = valu | e 🗸 | 🔾 Yes 🔾 No 💿 Al | I | | |
| Is a standard product | = valu | e 🗸 | ○Yes ○No [●] Al | I | | - |
| | Apply | | Empty | Empty and close | Save as | |
| Δa | herts intear | ted ninin | a | | VSH E | nd Fe |

- d. User-defined fields tab (optional): This tab is only available with the *User defined fields* module (sold separately). When available use the options on this tab to filter on user defined fields values.
- e. Translations tab (optional): This tab is only available with the *Multi-language module* (sold separately). When available use the options on this tab to filter on translation values.

4.3 Search

Another way to find a set of product or narrow down your filter result, is to use additional *Search* terms. Enter one or more search terms into the *Search* box, for instance text from the description of the product, or part of a product code:

| Product classifications Men Filter Be aware, there is a filter active! | U View Ed Search All | it Functions Print Import / Export Details Screen Layout Help | Enter Search terms | | | | |
|--|-------------------------|---|--------------------------|------------------|------|----|--|
| Navigation 🛞 | Status | Class feature % Manufacturer Code | Manufacturer Description | Code | GTIN | мс | Product description |
| Items | | 55.56% | 10 | <u>140046181</u> | 1000 | | LEDPanelRc-G Sq598- 36W-DALI-3000-WH-CT |
| Productfeatures | - | 55.56% | | 140046182 | | | LEDPanelRc-G Sq598- 36W-DALI-4000-WH-CT |
| Attachment | | 55.56% | | 140046183 | | | LEDPanelRc-G Sq298- 13W-DALI-3000-WH-CT |
| Manufacturer | | 55.56% | | 140046184 | | | LEDPanelRc-G Sq298- 13W-DALI-4000-WH-CT |
| Product group | | 55.56% | | 140046185 | | | LEDPanelRc-G Re298- 36W-DALI-3000-WH-CT |
| | - | EE E20/ | | 140046106 | | | LEDPanelRc-G Re298- |

<u>Note</u>: Search will try to match the search term with data in *any* data field. Depending on your search term this might result in a very specific result or too many results.

Example

The search term 'valve' could result in the following matching products:

- Ball valve
- Ball valve handle
- Ball valve sealing ring
- Etc.

5 Assign a product class (new product)

New products must first be assigned the correct product class.

While there are other classification systems, this manual will take the ETIM Dynamic classification system as its point of departure. For the most part, the instructions in this manual can also be followed when using a different classification system.

To assign a product class, either:

- Add the product class on import
- Assign the product in PIM COS

Please also see chapter <u>15. Appendix A: How to find the correct ETIM product class</u>

5.1 Add the product class on import

Compano recommends adding the ETIM product class of a product *on import*. Simply add a **column to your import file which will contain the product's ETIM class**, for instance:

| | S | T | U | V | W | Х | Y | Z |
|---|-------------|---------|-----------|--------------|---------------------------------|---------------------------------|--------------------|---------------|
| 1 | Brand | Series | Туре | Product code | Short product decription | Product description | Product group code | ETIM EC class |
| 2 | VX Sanitair | Elegant | Washbasin | EW-002348 | Washbasin, single, with taphole | Washbasin, single, with taphole | 00023 | EC011550 |
| 2 | | | | | | | | |

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5.2 Assign the product class in PIM COS

Alternatively, you can use the function *Manipulate* within COS PIM to assign a product class to a set of *similar products* which should all be assigned the same class:

- 1. At the *Product classifications* screen, use the Filter and Search options to find a set of similar products.
- 2. Select³ all products in the set, either using *CTRL-A* or the *Select All* button on the View tab:

| Filter ledpanelrc-g dali Be aware, there is a filte | Search deselect | t Details Screen Layout Help | | | | | |
|--|-----------------|-----------------------------------|--------------------------|------------------|------|----|--|
| | Status | Class feature % Manufacturer Code | Manufacturer Description | Code | GTIN | мс | Product description |
| Items | > | 55.56% | | <u>140046181</u> | | | LEDPanelRc-G Sq598- 36W-DALI-3000-WH-CT |
| Productfeatures | > = | 55.56% | 100 | 140046182 | | | LEDPanelRc-G Sq598- 36W-DALI-4000-WH-CT |
| Attachment | > | 55.56% | | 140046183 | | | LEDPanelRc-G Sq298- 13W-DALI-3000-WH-CT |
| | > | 55.56% | CTRL-A | <u>140046184</u> | | | LEDPanelRc-G Sq298- 13W-DALI-4000-WH-CT |
| Product group | > | 55.56% | | <u>140046185</u> | | | LEDPanelRc-G Re298- 36W-DALI-3000-WH-CT |
| | - × • | 55.56% | | <u>140046186</u> | | | LEDPanelRc-G Re298- 36W-DALI-4000-WH-CT |
| Edit (| 2 | 55.56% | | 140046187 | | | LEDPanelRc-G Re166- 21W-DALI-3000-WH-CT |
| Add | × 😐 | 55.56% | | 140046188 | - | | LEDPanelRc-G Re166- 21W-DALI-4000-WH-CT |

3. Next, under Functions, click on *Manipulate* to assign an ETIM product class:

| Product classifications | Men | u View | Edit Function | s Print Import / Exp | ort |
|--|--------|-------------|---------------------|--------------------------------|---------------------------|
| ledpanelrc-g dali Be aware, there is a filter active! | Search | (Manipulate | Copy classification | Remove features of a different | t class From archive Help |
| Navigation | ۲ | Status | Class feat | ure % Manufacturer Code | Manufacturer Description |
| Htems | | | 5 | 55.56% | 100 |
| Productfeatures | | | 5 | 5.56% | 100 |
| Attachment | | | 5 | 55.56% | 100 |
| Manufacturer:Opple (6 | | | 5 | 5.56% | 100 |
| Product group | | | 5 | 5.56% | 100 |
| | | > | 5 | 55.56% | |
| Edit | ۲ | > | 5 | 5.56% | |
| Add | | | 5 | 55.56% | 1.0 |
| Modify | | | | | |

4. In the pop-up window, on the tab *Manipulating product*, set the *Product Class* to *Grant* and fill in an ETIM product class code.

<u>Tip</u>: If you copied the *EC-code* to your clipboard (see instructions in <u>Appendix A: How to find the correct</u> <u>ETIM product class</u>), you can now use CTRL-V to paste the code into the Product Class field:

³ A manual selection can also be made, using SHFT-click and/or CTRL-click.

🝠 🌮 🗁

| Manipuleren | | | |
|----------------|---------------------|--|--------|
| Manipulating | User-defined fields | Translations 👗 Country specific fi | elds |
| Classification | | | |
| Product Class | Grant | ✓ EC001959 | |
| Classified | No action | | |
| Productmodel | No action | ETIM EC001959 LED- Dynamic EC001959 lamp | |
| BIM Status | No action | v | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | There is a ETIM Product | |
| | | Class found | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | Apply | Cancel |

- 5. Make sure to click on the class in the drop-down window to properly select the class (!)
- 6. Click on Apply to assign the class to all selected products.

6 Enter common class feature values

Once a product class has been assigned, the *Product Class Features* need to be filled out. Depending on the status of the classification of the product(s), one of two methods is recommended:

Classification quality status:

- Fill ETIM features (=): preferably use the *Manipulate* method
- Complete ETIM features (=): use the *ExcelForImport* method

6.1 Method 1: Manipulate

For new products with the *Fill ETIM features* -tatus, you can easily manipulate common class feature values, provided you set the Filter to products of a *single ETIM class*.

To manipulate the values of class features:

1. Through the menu, go to *Products > Product Classifications*.

2. Use the Comprehensive Filter to select products of a *single ETIM class* with *classification quality status:* FIII ETIM features (=)

Classification tab

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Filter Additional User-defined fields Country specific fields Classification Model Product Translations Product Class ETIM Dynamic EC011550 Wastafel = value Wastafel Materiaal = value ~ Aluminium Natuursteen 🗌 Gietijzer Kunststof Keramiek Roestvaststaal (RVS) Composietmateriaal Staal Beton Glas Hout Overig Acryl Kunsthars Kwaliteitsklasse = value × RVS 304 (1.4301) Polyester

• Product class: Select a single ETIM class

Additional tab

| r | X Status Class te | ature % Manu | nacturer co | de Manutacturer | Description | Loge |
|---|-------------------------|--------------|-------------|------------------------|--------------|-------|
| L | Filter | | | | | |
| | Classification Model | Product A | dditional 🔪 | User-defined fields | Translations | Count |
| | Date fully classified | i = value | ~ | | e o | |
| | Classified | = value | ~ | 🔾 Yes 🔾 No 🖲 All | | |
| | Product features | all | ~ | | | |
| | Classification quality | = value | ~ | 🗆 💻 Fill ETIM Product | : Class | |
| | | | | 🔽 🔲 Fill ETIM feature: | s | |
| | | | | 🗌 📕 Complete ETIM f | eatures | |
| | Classification warnings | = value | ~ | Has features filled in | | □н |
| I | | | | Has obsolete feature | | Шн |
| 1 | | | | □ Has expired feature | S | |
| | Dimension | | | | _ | |
| | Height | = value | ~ | |] | |
| | Length | = value | ~ | |] | |
| | | | | Apply | Empty | |

- Classification quality: Select the *Fill ETIM features* status.
- 3. Optionally, refine your filter results using the Quick Filter of Search options.

When classifying products, never use the Quick Filter to select products of a single assigned class!

4. Select all the products in your set, using *CTRL-A*, the *Select All* button, or make a manual selection:

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| Filter Be aware, there is active! | • Q a filter Sea | rch All Deta | alls Basis productgegevens | | |
|-----------------------------------|------------------------|--------------|---------------------------------|-----------|------------------------------------|
| Navigation | (a) ^ / | Status 🐂 | Class feature % Manufacturer Co | de Code | Product description |
| Items | | | 45.59% <u>OPP</u> | 140044021 | LED E A60 E27 6.5W 2700K FR BL |
| Items | | | 45.59% <u>OPP</u> | 140044023 | LED E A60 E27 9.5W 2700K FR BL |
| Productfeatures | | | Or 45 59% OPP | 140044025 | LED E A60 E27 5.5W Dim 2700K FR BL |
| | | | 45.59% OPP | 140044027 | LED E A60 E27 7W Dim 2700K FR BL |
| Attachment | | | 45.59% OPP | 140044029 | LED E A60 E27 9.5W Dim 2700K FR BL |
| Manufacturer | | | 47.06% OPP CTRL- | 140044663 | LED E A60 E27 6.5W 2700K FR CT |
| Product group | | | 47.06% <u>OPP</u> | 140044665 | LED E A60 E27 9.5W 2700K FR CT |
| Jon House group | | | 47.06% <u>OPP</u> | 140044667 | LED E A60 E27 5.5W Dim 2700K FR CT |
| Edit | 8 | | 47.06% <u>OPP</u> | 140044669 | LED E A60 E27 7W Dim 2700K FR CT |
| Add | | | 47.06% <u>OPP</u> | 140044671 | LED E A60 E27 9.5W Dim 2700K FR CT |
| | N | | 47.06% OPP | 140051573 | LED-E-A70-E27-12W-Dim-2700K-FR-CT |

5. Next, use the *Manipulate* function:

| Product classifications Mer | iu \ | View | Edit | Functions | Print | Import / | Export | |
|--|------|-----------------------|----------|-----------------|-------|----------------|---------|-----------------------|
| Be aware, there is a filter active! | Mar | ý) nipulate | Generate | e product sheet | Сору | Classification | Remove | features of a differe |
| Navigation 😵 | | A S | Status | Class feat | ure % | Manufactur | er Code | Code |
| Edit 😵 | | | | 4 | 5.59% | <u>OPP</u> | | 140044021 |
| Eunt | | | | 4 | 5.59% | <u>OPP</u> | | <u>140044023</u> |
| Functions 😣 | | | | 4 | 5.59% | OPP | | 140044025 |
| Manipulate | | | | 4 | 5.59% | <u>OPP</u> | | <u>140044027</u> |
| | | | | 4 | 5.59% | <u>OPP</u> | | <u>140044029</u> |
| Generate product sheet | • | | | 4 | 7.06% | <u>OPP</u> | | <u>140044663</u> |
| Copy classification | ► | | | 4 | 7.06% | OPP | | <u>140044665</u> |
| | • | | | 4 | 7.06% | OPP | | <u>140044667</u> |
| Remove features of a different | Þ | | | 4 | 7.06% | OPP | | 140044669 |
| From archive | Þ | | | 4 | 7.06% | OPP | | <u>140044671</u> |
| | | | | 4 | 7.06% | OPP | | <u>140051573</u> |
| Print 🔗 | | | | | | | | |

6. In the pop-up window, go to the *Manipulating classification* tab:

| 📄 Manipuleren | | | | | | | | | | × | |
|--|-------------------------|-------------|---------------------|--------------|-----|----|-----|-----|-----|---|---|
| Manipulating product Mani | oulating classification | User def fi | elds | Translations | | | | | | | 1 |
| LED-lamp/Multi-LED | | | | | - | | | | | • | l |
| Nominal voltage | Grant | ~ | <mark>220.00</mark> | | | | | | | | |
| Nominal voltage | No action | ~ | | | | | | | | | |
| Nominal current | No action | ~ | | | | | | | | | |
| Nominal current | No action | ~ | | | | | | | | | |
| Power factor | No action | ~ | | | | | | | | | |
| Lamp power | No action | ~ | | | | | | | | | |
| Lamp power | No action | ~ | | | | | | | | | |
| Voltage type | No action | ~ | | | | | | | | | |
| Aantal chips | No action | ~ | | | | | | | | | |
| Luminous flux | No action | ~ | | | | | | | | | |
| Number of LEDs | Grant | ~ | 1.00 | | | | | | | | |
| Luminous flux | No action | ~ | | , | | | | | | | |
| Rated luminous flux according to IE 62722-2-1 | No action | ~ | | | | | | | | | |
| Rated luminous flux according to IE 62612 | No action | ~ | | | | | | | | | |
| With reflector | Grant | ~ | O Yes | 💿 No 🔿 Unkno | iwn | | | | | | |
| Lamp efficacy | No action | ~ | | | | | | | | | |
| Luminous intensity | No action | ~ | | | | | | | | | |
| Colour rendering index CRI | No action | ~ | | | | | | | | | |
| Lamp shape | Grant | ~ | Roun | d/globe | | | | ~ | | | |
| Light colour category | No action | ~ | _ | | | | | | | - | |
| | | | | | | Ар | ply | Can | cel | | |

For each class feature that is common to all products in your set:

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- a. Action drop-downs: Select *Grant* in the drop-down menu. <u>*Important*</u>: Leave the setting for any *unique* features on *No action*.
- b. Value fields: Fill out the feature value, either by selecting the (alphanumeric) value from the drop-down menu, entering a number, or selecting Yes/No/Unknown.
- 7. To save all changes, click on *Apply*.

6.2 Method 2: ExcelForImport

Another method to assign values to common Product Class Features makes use of the *ExcelForImport* option. This method is explained in chapter <u>8. Update classification</u>.

7 Enter unique class feature values

After completing common class features, you will be left with *unique class features* for each product, which also need to be filled out. This can be done using the *ExcelForImport* option This method is explained in in chapter <u>8. Update classification</u>.

8 Update classification (ExcelForImport)

The ExcelForImport-method handles all scenarios for updating classification data:

- Enter common class feature values
- Enter unique class feature values
- Change or correct existing classification data
- Complete classification data

Updating of product classification data can be done through dedicated export layouts for product and model classes. These layouts are available on the Product and Product Classification overviews.

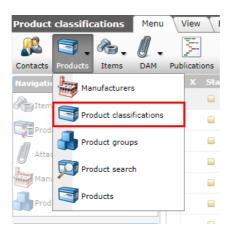
For convenience sake, a **Standaard productclassificatie export in Excel - L03** layout has been prepared for COS PIM applications.

<u>Note</u>: Only (ETIM) classification *feature values* and Model Class features can be updated this way. (ETIM) Product and Model cl*asses* need to be assigned to products via Import, Editing or Manipulation.

To update classification data:

1. Through the Menu go to Products > Product Classifications:

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2. Use Filter and Search to select a set of products.

Note: The new update method also allows for editing products of *multiple*, *different classes*.

| ^ x | Status | Class feature % Manufacturer Code | Manufacturer Description | Code | GTIN | Product description | Classification system | Product Class |
|------------|--------|-----------------------------------|--|----------------|---------|---------------------|-------------------------------|---------------|
| | | 54.55% 801949507 | and the second sec | 1041005 | 5025063 | | ETIM Dynamic | EC011652 |
| • | - | 54.55% 801949507 | | <u>1171023</u> | 5028088 | | e classification | EC011652 |
| • | - | 68.00% <u>801949507</u> | | 11882002 | 5178974 | | of products of ole classes | EC011767 |
| × | | 54.55% 801949507 | 100 March 100 Ma | 1200023 | 5028736 | marci | ne clusses | EC011652 |
| • | | 68.42% <u>801949507</u> | | 1200400 | 5028767 | | ETIM Dynamic | EC010338 |
| • | | 68.42% <u>801949507</u> | All the second s | <u>1200500</u> | 5028774 | | ETIM Dynamic | EC010338 |
| | | 68.42% 801949507 | | 1200600 | 5028781 | | FTIM Dynamic | EC010338 |

- 3. Go to the Import / Export tab and click on Export products.
- 4. In the pop-up window:

| Export products | | |
|--|--|--|
| Jse screen layout | ⊖ Yes ● No | |
| Export layout | Excel export lay-out 'Standard Export Classification - COS' on Screen product search 💌 🎗 📲 | |
| Prepare for import | ● Yes ○ No | |
| Summary | | |
| Export view: Products Filter: Selection: the following 9 products: | | |
| Fields: • Manufacturer description • Code | | |

- 5. Use screen layout: Set to *No*.
 - a. Use screen layout: Set to No.
 - b. Export layout: Either select the *Standaard productclassificatie export in Excel L03* layout, or click on the +-icon create a new Classification Export layout.
 - c. Prepare for import: Make sure to set this to *Yes* (!)
- 6. Click on the *Export* button.

The classification data will be exported to an ExcelForImport file, which can be identified by the date and time in the file name, for example **COS-ExcelForImport-Products-20210607-112956.xlsx**.

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The ExcelForImport file can be renamed, however make sure that the filename always starts with COS-ExcelForImport, as otherwise the import will fail!

8.1 Adding / updating classification data

How to create an Export Classification layout on-the-fly

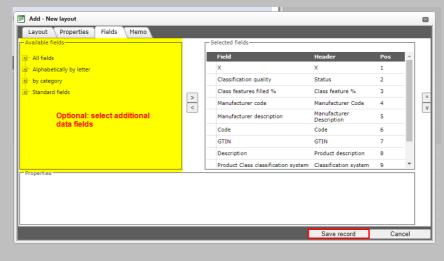
I. In the second pop-up window, on the Layout tab, enter a Name for the new layout:

| 🗐 Add - New layout | | |
|-------------------------------|---|--------|
| Layout Properties Fields Memo | | |
| Name | Export classification | |
| Application | ○聞 Within the company O 라 For all memt ● \$ For me | bers |
| | Save record C | Cancel |
| | | |

II. Next, on the Properties tab, select the *Export type*. Include product classes

| 1401000002 | DRAKA | | 108067 | 08711/0100075/ | 1 6010 | NEENIGG 1100 gy FI |
|---------------|------------|-------------|-----------------|----------------|-----------|-----------------------|
| 📄 Add - New | layout | | | | | × |
| Layout | Properties | Fields Memo | | | | |
| Insert header | | | ● Yes ○ No | | | |
| Export type | | l | Include product | classes | | <u> </u> |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | _ | | | _ | | |
| | | | | Sa | ve record | Cancel |
| ammin | TIRDED | | LEZNINEN | палтантлаат | 1 45F1 | 11170V# 4130 75 11107 |

III. Optional: Next, on the Fields tab, add any other data fields you need in your layout:



IV. Click on *Save record* to save the layout.

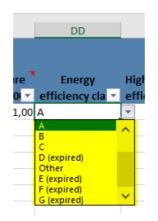
The ExcelForImport-file can be used to add or update any classification data.

The worksheets in the ExcelForImport-file have been protected in such away that you can only edit class features. Please do not remove this protection as the import will fail.

The following data types can be changed:

| | A | В | С | D | E | F |
|----|----------------------|-----------------|--------------------------|-----------|---------------------------------------|------------------------------|
| 3 | Wall-mounted gas com | pination boiler | | | | |
| 4 | с | Class feature % | Manufacturer Description | Code | Short description (product) | Material heat Materi |
| 5 | | | | | <u>•</u> | exchanger |
| 6 | No | 19,39% | | 140043899 | LED E T5 BATTEN 600 9W 800LM 4000K CT | Aluminium 🔄 her |
| 7 | | | | | | Cast iron |
| 8 | | | | | Drop-down for alpha- | Steel |
| 9 | | | | | numeric ETIM values | Stainless steel Aluminium |
| 10 | | | | | | Copper |
| 11 | | | | | | Other |
| 12 | | | | | | |

- C: The Classified status can be set to **Yes** if all known and applicable ETIM features have been filled out. Also see paragraph <u>8.2 Set classification status on import</u>.
- Alphanumeric features: Alphanumeric values can be selected from a drop-down list. <u>Note</u>: The drop-down list will contain all ETIM-certified values for the feature:



- Numeric features: Numeric values can be filled out by hand, copy-pasted from another source, or can be calculated using standard Excel formulas.
- Range features: Features where a numeric range must be specified have been split into a *minimum* and *maximum* value; both need to be filled out:

| N | Х | Y | Z | A |
|-----------|--------------|------------|---------------|--------|
| | | | | |
| perating | Membrane- | Adjustment | : range (kPa) | Max. m |
| e at 20 💌 | controlled 💌 | Min 💌 | Max 🗾 | temper |
| 1000,00 | No | 10 | 70 | |
| 1000,00 | No | 10 | 70 | |
| 1000,00 | No | 10 | 70 | |
| 1000,00 | No | 10 | 70 | |
| | | | | |

• Logical features: Correct values for a logical feature are *Yes*, *No* or *<empty>*. An empty value is exported in DICO/SALES/INSBOU as *Unknown*. Alternative values are: *Ja, Nee, J, N, Y, 1, 0, True, False, T, F*.

<u>Note</u>: Exporting classification data of *multiple classes* will result in an Excel file with *multiple tabs*; one for each ETIM class. Select each tab in turn to edit the data of products in that class:

| 57 | + . . | | | |
|----|--------------|----------|----------|---|
| 38 | Selected tab | | | |
| 39 | | | | |
| | EC011652 | EC011767 | EC010338 | + |

8.2 Set classification status on import

The *Classification status* (Yes/No) can be used to indicate whether all known and applicable ETIM features have been filled out. See also chapter <u>9 Classification status</u> for a more detailed explanation.

To set the *Classification status* on import, change the value in *column C* of the ExcelForImport-file:

- Set status to **Yes**: All known and applicable ETIM features of the product have been filled out
- Set/leave status to **No**: Some ETIM-features still need to be filled out, but the correct information is currently unavailable.

| | A | В | C | D |
|------|-----------------------------|------------------|--------------------------|-----------|
| 3 E | xplosion proof CEE socket o | outlet (IEC 6030 | 09) | |
| 4 | С | Class feature % | Manufacturer Description | Code |
| 5 | ✓ | | | |
| 6 No | 0 | 35,71% | | 140043900 |
| 7 Ye | IS | 35,71% | | 140043901 |
| B No | 0 | 28,57% | | 140043902 |
| 9 No | 0 | 28,57% | | 140043903 |
| 10 | | | | |
| 4 | | | | |

An alternative method is to 9.2.1 Set classification status manually.

8.3 Importing updated classification data

Once the update ExcelForImport-file has been saved, the file can be imported into COS:

1. On the Product classification overview, to the *Import/Export* tab and click on the *Import* button:

| ۲ | Pro | odı | ıct c | lassifi | icat | ions | Menu | View | Edit | F | unctions 🐧 | Pri | int 1 | (mport / | Export | |
|------|------|------|-------|---------|------|---------|----------|---------------|----------------|-------|--------------|------|---------|----------|--------|-----------|
| (| R |) | | | • | | | | • Q | | ٨ | T | 4 | 62 | | |
| Iter | ms (| (1/0 |) | Filter | | | | | Searc | h E | xport produc | cts | Import | Ticket | | |
| | - 3 | x | Statu | IS | | Class f | eature % | Manufa | acturer Co | ode | Manuf | fact | urer De | scriptio | n (| Code |
| Þ | | | | | | | 100.00% | <u>222000</u> | <u>0074100</u> | | Compa | ino | | | E | Product 2 |

2. In the Import dialog, select the COS-ExcelForImport-file that holds your updated data and click on *Next*.



3. In the next dialog window:

| - | | | | 100 0 701 | LU 4000 | | | _ |
|----------|--|-----------------------|----------------|-------------|-----------------|-------|---|---|
| 1 | Import | | | | | | 6 | × |
| 3 | Import | | | | | | | |
| 3 | Summary | | | | | | | |
| to to to | Importof file COS-ExcelForImport-Products-20210 with impactreport: Full Import van Products met layout en velden: | 0930-090631.xlsx | | | | | | |
| | Code GTIN Description Product Class code Product Class code Product accessory/spare part Accessory Spare part Gloeidraadtest volgens IEC 695-2-1 Transparent Colour Material Length Width Height Diameter | | | | | | • | |
| | Settings | | | | | | | |
| 3 | Reporting level | Full | | | ~ | | | |
| | Is testrun | 🔾 Yes 🖲 No | | | | | | |
| to to | Selected Files | ✓ EC002557 ✓ EC000109 | | ∠ EC | 001744 | | | |
| 3 | | | | Previous | Next | Close | | |
| 2 | 1800000 Oppla | 140044076 | 06056712666245 | LED E TS I | Datten 600 9W S | | | |

- a. Reporting level: Select the reporting level for the import report:
 - i. None: Do <u>not</u> generate an import report. This will result in the fastest import.
 - ii. Full: Generate a full import report, including all changes in all fields. This will result in the slowest import as all fields will be checked.
 - iii. Only warnings: Generate an import report only listing warnings. This import is generally faster than with a Full report.
- b. Is testrun: Set to *Yes* to simulate an import; this will only generate an import report listing any potential error and/or warnings. No data will be imported!
- c. Selected files: When multiple classes were changed, the import Excel file will contain multiple tabs with data; these tabs are considered separate 'data files'. Important: Leave all boxes checked to import all the (changed) data of all classes.
- 4. Click on *Next* to start the import and check your e-mail or *System > Logs* for the Import analysis report. For more information on this report, see paragraph <u>Fout! Verwijzingsbron n</u> <u>iet gevonden. Fout! Verwijzingsbron niet gevonden.</u>



Once you have completed assigning or updating your classification data, you might be left with one or more features that cannot be filled out, either because:

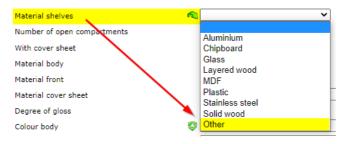
- The correct ETIM value is missing
- The class feature is not applicable to your product
- You do not know the correct feature value

Missing values are best handled by sending a change request to ETIM. Unknown values and not applicable features can be communicated to data pools 2BA and InstallData, using the DICO/SALES005 exchange format by setting the *Classification status* to **Yes** even if not all ETIM features have been filled out. See the next paragraphs for a detailed explanation.

9.1 Missing Value (MV)

Missing Value only applies to alphanumeric ETIM features where a correct ETIM value is missing for your product.

• Alphanumeric value: When the feature does apply to your product, but the correct value is missing, select the option *Other* in the drop-down menu:



<u>Note</u>: A *Missing Value* code will not be sent to data pools 2BA and InstallData. You can use the <u>ETIM</u> <u>Classification Management Tool (CMT)</u> to submit a change request and ask ETIM to add a missing value.

9.2 Not Applicable (NA)

Not Applicable means the ETIM Feature does NOT apply to your product and you therefore cannot fill out a value:

• Alphanumerical value: Select the 'empty' option:



• Numerical or Range value: Leave the field blank:

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| Number of doors | (total) | Leave blank |
|------------------------------|------------------------|-------------|
| Number of doors, | left-opening | |
| Number of doors | right-opening | |
| Logical value: Choose the op | otion <i>Unknown</i> . | |

| With cover sheet | ○ Yes ○ No [●] Unknown | |
|------------------|---------------------------------|---|
| Material body | | ¥ |

9.2.1 Set classification status manually

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Once you have filled out all ETIM features it is important to set the Classification status of the product **Yes**. Only this way the code NA will be sent to data pools 2BA and InstallData.

The Classification status can be set on import (see paragraph <u>8.2</u>) or manually:

- 1. Through the Menu go to *Products > Product Classification*.
- 2. Use Filter and/or Search to find the product.
- 3. Under *Edit*, click on *Modify*.
- 4. In the pop-up window, go to the *Product* tab:

| | | LED E TEL U KOAA | | - |
|--------------------------------------|----------------------------------|------------------|--------|-----|
| Edit - 140043971 LEDPanelRc-G Re298- | 33W-3000-WH-CT | | | |
| Classification Model Product | User def fields Translations | | | |
| Group (masterdata) | GRILLE LED Panel Recessed Grille | cessed office | - * | • |
| Brand | () | | | ļ |
| Series | LED Panel Recessed | | | |
| Туре | (i) Grille | | | |
| | | | | |
| Status | | | | 111 |
| Classified | ● Yes ○ No | | | |
| BIM status | None | 🔿 🗖 Ready | | |
| | 🔿 🖴 Under construction | 🔿 🗖 Test | | |
| | | | - | , |
| | | Save | Cancel | |
| (| | | | |

- 5. Scroll down to the *Status* section and set *Classified* to *Yes*.
- 6. Click on Save.

Alternatively, you can set the *Classified* status of multiple products using the function *Manipulate*.

- 1. Through the Menu go to *Products > Product Classification*.
- 2. Use Filter and/or Search to find the set of products that you need to manipulate.
- 3. Use *CTRL-A* or the *Select All* button to select all products in the set:

🦻 🌮 🛄

| Product classifications | Menu Vi | ew Edit Fu | nctions Print Imp | oort / Export | |
|-------------------------|-------------|---------------|-----------------------|----------------------------|------------------|
| Filter | ➡ Q Sear | h All Details | | Syn 🕜 - Dynamic Help | |
| Navigation | 🔕 🔺 St | atus Clas | s feature % Manufactu | irer Code Manufacturer Des | cription Code |
| Items | | | 8.11% | easter . | <u>140043969</u> |
| Product features | | | 8.11% | 1975 | <u>140043970</u> |
| | | | 72.73% | 1000 | 140044056 |
| Attachment | | | 58.71% | Contra 1 | 140046183 |
| Manufacturer | | | 58.71% | Castle . | 140046184 |
| Product group:GRILLE | | | | | |
| Edit | * | | | | |
| Functions | | | | | |
| Manipulate | | | | | |
| | | | | | |

- 4. Under *Functions*, click on *Manipulate*.
- 5. In the pop-up window, on the *Manipulating product* tab, set *Classified* to *Grant* and select *Yes*.

| | | | 1000 | | | |
|----------------------|-----------------------------|---|------------|-------|--------|---|
| Manipuleren | | | | | | × |
| Manipulating product | User def fields Translation | s | | | | |
| Classification | | | | | | |
| Product Class | No action | ~ |] | | | |
| Classified | Grant | ~ | 🖲 Yes 🔾 No | | | |
| Productmodel | No action | ~ |] | | | |
| BIM status | No action | ~ |] | | | |
| | | | | | | |
| | | | | Apply | Cancel | |
| | | | | | • | |

6. Click on Save.

<u>Note</u>: Should you make use of ETIM Dynamic and should any changes be made by ETIM to this class, the Compano Software will *automatically* set the *Classified* status back to *No*. <u>Note</u>: You will receive *no notification* about this status change, however any mutations of ETIM class should be apparent from an ETIM mutation report. Compano recommends to generate this report weekly; see <u>14.3 ETIM Mutation report</u>.

9.3 Unknown (UN)

Unknown means the ETIM Feature does apply to your product, however you do not know its value (yet) and therefore cannot fill out the feature:

• Alphanumerical value: Select the 'empty' option:



• Numerical value: Leave the field empty:

• Logical value: Choose the option Unknown.

| With cover sheet | ○ Yes ○ No <mark>◎ Unknown</mark> | |
|------------------|-----------------------------------|---|
| Material body | | ~ |

Unknown (UN) is the default code that is sent with empty fields. However, should you export your data using the SALES005 exchange standard, then any empty fields of products with the status Classified will get the Not Applicable (NA) code

10 Special class features

Some ETIM class features are treated differently; these include *Local features* and *Conditional features*.

10.1 Local features

With *Local Features* it is possible to specify *country-specific characteristics* in ETIM, for example, the Dutch quality mark KIWA for drinking water related products.

| 34 | LI 02 1900 | OLO quality mark | L | |
|----|------------|------------------------------------|---|----------------|
| 55 | EF021907 | UL quality mark | L | |
| | | | | Local features |
| 56 | EFDE0010 | VdS quality mark | L | |
| 57 | EFNL0001 | KIWA certified | L | |
| 58 | EFNL0002 | Gastec QA mark | L | |
| 59 | EFSE0002 | Type approval according to BBR/EKS | L | |
| | | | | |

The old ETIM Feature code indicated that a feature had to start with **EF** or **EFI** and then resp. 6 or 5 digits. The new Local Features have a different format, namely **EF** + 2 letters + 4 numbers. The 2 letters are used to indicate the country, so for example **EFNL0001** stands for the Dutch KIWA label.

Local ETIM features can be filled out just like ordinary ETIM features, and can be exported as of Compano version L03.

10.2 Linked features (UDF)

With the user-defined fields (UDF) license, you have to option to map UFDs to ETIM class features and values; these features are thus linked to the value a UDF and cannot be updated directly. For more information on linked features, please see our manual on *Mapping User-defined Fields*.

11 Quick corrections: Line Edit

Alternatively, values of Class Features can be changed directly using the *Line Edit* function:

1. At the *Product Classification* screen, with your selection of products ready, under *Functions* click on *Line Edit On*.

| Product classifications Men | J View Edit Functions Print Import / Export | |
|--|---|------------|
| Be aware, there is a filter active! | Add Modify Delete record (s) | • |
| Navigation 😵 | Status Class feature % Manufacturer Code | Manufactur |
| Edit 🛞 | 45.59% | 100 |
| Add | 45.59% | |
| Modify | 45.59% | |
| Delete record (s) | 45.59% | |
| Line edit on | 45.59% | |
| Сору | 47.06% | |
| Paste | 47.06% | |

2. The screen will reload, changing alphanumeric values to drop-down boxes and changing numerical values to on-screen editable fields. <u>Note</u>: Depending on the number of products in your selection, it can take a while to reload the screen:

| Photobiological safety according to EN 62471 | Compatible with Apple HomeKit | Input current (A) | Compatible with Google Assista | nt Operating temperature (°C) |
|---|-------------------------------|-------------------|--------------------------------|-------------------------------|
| RG1 🗸 | | 0.05 | | -20 40 |
| Other 🗸 | | 0.08 | | -20 40 |
| RG1 🗸 | | 0.03 | | -20 40 |
| RG2 🗸 | | 0.04 | | -20 40 |
| RG0 On-screen editable d | rop- | 0.05 | | -20 40 |
| RG1 | | 0.05 | | Ranges are NOT |
| RG2 RG3 | | 0.08 | | editable |
| RG4 Other | | 0.03 | | -20 40 |
| ~ | | 0.04 | | -20 40 |

- 3. Change any alphanumerical or numerical values directly on-screen. Any changes you make are immediately written into the Compano database. <u>Notes</u>:
 - a. Click on any numerical value to edit it.
 - b. Range values are NOT editable.
 - c. Since INSBOU004/SALES005 checkboxes can indicate one of THREE values: *Yes, No* or *Unknown*; these 'logical' values are best changed using the *Edit* function to avoid confusion.
- 4. <u>Important</u>: Do not forget to click on *Line Edit Off* to switch line editing off.

12 Using alternate classification systems

ETIM is not the only classification system available; besides fixed ETIM versions (ETIM 7, ETIM 6), alternate systems include GS1, EZ-base, GPC, Q-model, etc.

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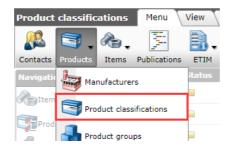
12.1 Fixed ETIM version (ETIM 7, ETIM 6, etc.)

ETIM is a *dynamic* classification system with weekly updates to classes, features and values. However, should you wish to forego regular updates and concentrate on a fixed set of classes, features and values, you can do so by using any of the fixed ETIM versions. To this end, Compano offers the *ETIM 7* fixed standard, next to *ETIM Dynamic*. Should you need to make use of an even earlier fixed ETIM version, please contact Compano Support, <u>support@compano.com</u>.

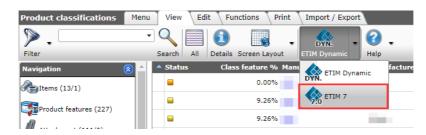
12.1.1 Classification using ETIM 7

By default, the Compano PIM software is set to ETIM Dynamic. To use ETIM 7 instead:

1. Through the Menu go to Products > Product Classifications:



2. Next, on the *Product Classifications* screen, at the *View* tab, select *ETIM 7*.



3. To classify your products using this system, please follow step 1 to 4 from this manual, substituting any instructions for *ETIM Dynamic* with *ETIM 7* instead.

12.1.2 Copy ETIM classification

When using multiple ETIM classification systems, you have the option to *copy classification* from one system to the other.

To copy classification:

- 1. Through the Menu, go to Products > Product classifications.
- 2. Switch to the Functions tab and click on Copy classification:

| Product classifications | Menu | 1 | View | Edit | Functions | Print | Import / Export | |
|-------------------------|------|-----|------|------------|---------------|------------|---------------------|---------------|
| ⋟. | • | | | ₹ | | f | > | MG |
| Filter | | Sei | arch | Manipulate | Generate proc | duct sheet | Copy classification | MC Viewer F |
| Navigation | | | x | Status | Class fea | ature % I | Manufacturer Code | Manufa |
| Titems (4/0) | | • | | | | 73.77% | | |

3. In the pop-up window:

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| 1/ | | Aplborte integrated piping | | |
|--------------------|-----------------------------|----------------------------|---------|----------------|
| 📄 🗐 Copy classifie | cation | | | |
| Copy classifi | cation | | | |
| From classificati | on system | EDynamic | | ~ |
| To classification | system | ETIM 7 | | ~ |
| Only check run (| no update) | ● Yes ○ No | | |
| | | | | |
| | | | | |
| | | | Execute | Close |
| | /3.//% <u>8/11985000009</u> | avetama B \/ (\/CU) | 0400532 | 08711985038743 |

- a. From classification system: Select the classification system from which the data is to be copied (SOURCE).
- b. To classification system: Select the classification system to which the data is to be copied (TARGET).
- c. Only check run (no update): Set to *Yes*, if you need to run a simulation of the copying process; a report is generated but no actual data is copied.
- 4. Click on *Execute* to start the copying process.

Some things to take note of:

| Source | Target | Action |
|----------------------|-------------------------------------|-------------------------------------|
| Feature value filled | Feature value empty | Target value overwritten with |
| | | source value |
| Feature value filled | Feature value filled, but different | Target value overwritten with |
| | value | source value |
| Feature value empty | Feature value filled | Target value <i>not</i> overwritten |

- Features that are present in the source-side ETIM system, but not in the target-side ETIM system are *not* copied
- Features that are present in the target-side ETIM system, but not in the source-side ETIM system are left untouched (whether empty or filled) -

12.2 Multi-model classification

With multi-model classification you can classify your products in multiple, different classification systems, such as EZ-base, GPC, Q-model, eCl@ss and EMCS. Multi-model classification is available as an additional software module, which will add a classification system selector button to the View tab of your Product classification screen:

| Product classifications | Menu | View Ed | dit Functions Print | Import / Export | |
|-------------------------|------|------------|-----------------------|---------------------------|----|
| Filter | • | Search All | Details Screen Layout | DYN. ETIM Dynamic Help | |
| Navigation | | ▲ Status | Class feature % Mar | ETIM Dynamic | fa |
| A Items (9/0) | | | 36.36% | DYN. | |
| Product features (117) | | | 36.36% | | |

<u>Note</u>: *ETIM Dynamic* is available as the *default* classification system. Should you wish to use any other classification system, please contact <u>sales@compano.com</u>.

13 ETIM MC (BIM)

ETIM MC classification process (BIM) is similar to the standard classification process as discussed in this manual. For ETIM MC classification follow the steps described in chapters 3 to 7. Any exceptions are discussed in the paragraphs below.

<u>Important</u>: Product Models are linked to Product Classes. Therefore, *first* assign a Product Class to your product, before attempting to assign a Product Model.

13.1 Assign Product Model

Assigning a Product Model is similar to assigning a Product Class:

1. At the Product Classifications screen, select the product and, under Edit, click on *Modify*.

| Product classifications | Menu | View | Edit Functions Print Impo | rt / Export | | |
|-------------------------|--------|------------|--------------------------------------|-----------------------------------|-----------------------|-----------------|
| | Search | Add Modify | Delete record (s) Line edit off Copy | • 🕜 • | | |
| Navigation | | ▲ Status | Class feature % Code | Product description | Classification system | Product Cla |
| Items (2/0) | | | 10.94% <u>4081198</u> | Star-Z 20/5-3 | ETIM Dynamic | EC010980 |
| Ttems (2/0) | | | 10.94% <u>4081203</u> | Star-Z 20/7-3 | ETIM Dynamic | EC010980 |
| Product features (8) | | | 12.50 4092213 | Star-Z 15 TT (DE) | ETIM Dynamic | EC010980 |
| Attachments (2/0) | | | 13.24% <u>2120 23</u> | CronoBloc-BL-E 40/210- 11/2-R1 | ETIM Dynamic | EC010732 |
| Manufacturer: | | | 13.24% <u>2126124</u> | CronoBloc-BL-E 40/220- 15/2-R1 | ETIM Dynamic | <u>EC010732</u> |

2. In the pop-up window, on the tab *Model*, select the *Product Model*

| Edit - 2104223 | | 1000 | | | |
|------------------|---|---------|-----------------|--------------|------|
| Classification | Model | Product | User def fields | Translations | |
| Productmodel | MC000045 Built-in circulation pump (control panel top side) | | | | |
| Dimensionsheet 1 | | | Maatsche | ts | - 11 |

3. Selection of the Model will retrieve Product Model Features:

| 📰 Edit - 2104223 | Contraction of the local distance of the loc | | | I | |
|---|--|---------------------------------------|-----|--------------|----------|
| Classification Model Product Use | r def fields 🐧 Transla | itions | | | |
| Productmodel | MC000045 Built-in circ | ulation pump (control panel top side) | | - X⊕∕ | <u> </u> |
| Dimensionsheet 1 | Maatschets | | | | ļ |
| Built-in circulation pump (control panel top s | ide) | _ | | | |
| DM Diameter motor | 75.00 | Millimetre | | | |
| H Pump height | 43.00 | Millimetre | | | - |
| HD Diameter pump housing | 90.00 | Millimetre | | | <u> </u> |
| Le1 Height pump housing | 86.00 | Millimetre | | | E |
| Le2 Centre connection to end motor | 103.00 | Millimetre | | | E |
| Le3 Thickness electrical cabinet | 79.00 | Millimetre | | odel | E |
| Le4 Width electrical cabinet | 203.00 | Millimetre | Fe | eatures | E |
| Le6 Length electrical cabinet left | 49.00 | Millimetre | | | E |
| Le7 Length electrical cabinet right | 49.00 | Millimetre | | | E |
| Lp Position control panel | Тор | | ~ | | E |
| H5 Centre-to-centre (double) pump 🛛 🔍 | 1 | Millimetre | | | E |
| a1 Angle to first bolt hole (1) | 0.00 | Degrees | | | E |
| b1 Thickness flange (incl. sealing edge) (1) | 0.00 | Millimetre | | | E |
| C1-1 Height screw gland 1 (1) | 0.00 | Millimetre | | | E |
| C2-1 Height screw gland 2 (1) | 0.00 | Millimetre | | | E |
| D1 Outer diameter of flange (1) | | Millimetre | | | _ |
| • • • • • • • • | | ¬ | | Creat | Ť. |
| | | 5 | ave | Cancel | ر ا |

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4. Either, click on *Save* to assign the Product Model to the product, or proceed with assigning values to the Model Features (see next paragraph).

13.1.1 Assign to multiple products

To assign the same Product Model to multiple products:

1. At the Product classifications screen, select all the products you filtered out using *SHIFT-click, CTRL-A* or the *Select All* button:

| Filter ledpanelrc-g dali Be aware, there is a filter active! | Search deseled | t Details Screen Layout Help | _ | | | |
|--|---------------------|-----------------------------------|--------------------------|------------------|------|---|
| Navigation 🛞 | [*] Status | Class feature % Manufacturer Code | Manufacturer Description | Code | GTIN | MC Product description |
| ltems | | 55.56% | | <u>140046181</u> | | LEDPanelRc-G Sq598- 36W-DALI-3000-WH-C |
| Productfeatures | × 🖬 | 55.56% | 100 | 140046182 | | LEDPanelRc-G Sq598- 36W-DALI-4000-WH-C |
| / Attachment | > 😑 | 55.56% | | <u>140046183</u> | | LEDPanelRc-G Sq298- 13W-DALI-3000-WH-C |
| | > 😐 | 55.56% | CTRL-A | 140046184 | | LEDPanelRc-G Sq298- 13W-DALI-4000-WH-C |
| Product group | | 55.56% | | 140046185 | | LEDPanelRc-G Re298- 36W-DALI-3000-WH-C |
| | > 🖬 | 55.56% | | 140046186 | | LEDPanelRc-G Re298- 36W-DALI-4000-WH-C |
| Edit 🛞 | - | 55.56% | | 140046187 | | LEDPanelRc-G Re166- 21W-DALI-3000-WH-C |
| Add | × 🖬 | 55.56% | | 140046188 | | LEDPanelRc-G Re166- 21W-DALI-4000-WH-C |

2. Next, under Functions, click on *Manipulate* to assign a Product Class:

| Product classifications | Menu | View | Edit | Functions | Print | Import / | Export | | |
|-----------------------------|--------|------------|---------|-----------------|---------------|--------------|-----------------------------------|---------------------------|---------------|
| Be aware, there is a filter | Q | ٩ | | | Ē | 2 | - * | 3 | ?. |
| active! | Search | Manipulate | Generat | e product sheet | Copy cla | assification | Remove features of a diff | ferent class From archive | Help |
| Navigation | (2) | Status | | Class feature | % Code | : | Product description | Classification system | Product Class |
| Items | | | | 13.24 | % <u>2126</u> | | CronoBloc-BL-E 40/210- 11/2-R1 | ETIM Dynamic | EC010732 |
| Product features | | > 🗆 | | 13.94 | % <u>2126</u> | | CronoBloc-BL-E 40/220- 15/2-R1 | ETIM Dynamic | EC010732 |
| | | > 🗆 | | 13.24 | % <u>2126</u> | | CronoBloc-BL-E 40/240- 22/2-R1 | ETIM Dynamic | EC010732 |
| Attachments | | Image: 1 | | 13.24 | % <u>2126</u> | | CronoBloc-BL-E 50/170- 11/2-R1 | ETIM Dynamic | EC010732 |
| Manufacturer:Wilo (WI | | > 🗆 | | 13.24 | % <u>2126</u> | | CronoBloc-BL-E 65/160- 11/2-R1 | ETIM Dynamic | EC010732 |
| Product group:206 Cro | | > 🗆 | | 13.24 | % <u>2126</u> | | CronoBloc-BL-E 65/170- 15/2-R1 | ETIM Dynamic | EC010732 |
| Edit | | > 🗆 | | 13.24 | % <u>2126</u> | | CronoBloc-BL-E 80/145- 11/2-R1 | ETIM Dynamic | EC010732 |

3. In the pop-up window, on the tab *Manipulating product:*

| | | | | <u> </u> |
|----------------------|--|--|--------|----------|
| Manipuleren | | | | × |
| Manipulating product | Manipulating classification 🔪 User def | ields Translations | | |
| Classification | | | | |
| Product Class | Grant | ETIM Dynamic EC010732 Block pur | | |
| Classified | No action | • | | |
| Productmodel | Grant | | | |
| BIM status | No action | ETIM Block | | |
| | | ETIM EC010732 MC000046 pump Dynamic (electric | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | There is a Productmodel found | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | _ |
| | | Apply | Cancel | |

- a. Product class: First, set this option to *Grant* and enter the ETIM product class of the product (EC-code). <u>Note</u>: As the Product Class and Model are linked, this is a *mandatory* step, even if the product has already been assigned a Product Class (!)
- b. Product Model: Next, select the linked Product Model from the drop-down list.
- c. BIM status (optional): Optionally, set the BIM status to Under construction.
- 4. Click on Apply.

13.2 Assign Model Feature values

To assign values to the Product Model Features:

1. At the Product Classifications screen, select the product and, under Edit, click on *Modify*.

| Product classifications | Men | u View | Edit Functions Print Impor | rt / Export | | |
|-------------------------|--------|------------|--------------------------------------|-----------------------------------|-----------------------|-----------------|
| | | - | X 📝 🗊 | . 🕜 . | | |
| | Search | Add Modify | Delete record (s) Line edit off Copy | Help | | _ |
| Navigation | (a) | 🔺 Status | Class feature % Code | Product description | Classification system | Product Clas |
| | | | 10.94% <u>4081198</u> | Star-Z 20/5-3 | ETIM Dynamic | EC010980 |
| Items (2/0) | | | 0.94% <u>4081203</u> | Star-Z 20/7-3 | ETIM Dynamic | EC010980 |
| Product features (8) | | | 12.50 × 4092213 | Star-Z 15 TT (DE) | ETIM Dynamic | EC010980 |
| Attachments (2/0) | | | 13.24% 2120 23 | CronoBloc-BL-E 40/210- 11/2-R1 | ETIM Dynamic | EC010732 |
| Manufacturer: | | | 13.24% <u>2126124</u> | CronoBloc-BL-E 40/220- 15/2-R1 | ETIM Dynamic | <u>EC010732</u> |

2. In the pop-up window, on the tab *Model*, fill in the Product Model Features:

| Classification Model Product U | ser def fields 🔪 Tra | nslations | | |
|---|----------------------|---|-------------------|------|
| Productmodel | MC000045 Built-in | circulation pump (control panel top side) | - ** | ·/ ^ |
| Dimensionsheet 1 | Maatschets | | | |
| Built-in circulation pump (control panel to | p side) | | | |
| OM Diameter motor | 75.00 | Millimetre | | |
| l Pump height | 43.00 | Millimetre | | |
| HD Diameter pump housing | 90.00 | Millimetre | | |
| .e1 Height pump housing | 86.00 | Millimetre | | |
| .e2 Centre connection to end motor | 103.00 | Millimetre | | |
| e3 Thickness electrical cabinet | 79.00 | Millimetre | Model Features | |
| e4 Width electrical cabinet | 203.00 | Millimetre | Features | |
| .e6 Length electrical cabinet left | 49.00 | Millimetre | | |
| .e7 Length electrical cabinet right | 49.00 | Millimetre | | |
| p Position control panel | Тор | | · | |
| 15 Centre-to-centre (double) pump | 1 | Millimetre | | |
| a1 Angle to first bolt hole (1) | 0.00 | Degrees | | |
| 1 Thickness flange (incl. sealing edge) (1) | 0.00 | Millimetre | | |
| C1-1 Height screw gland 1 (1) | 0.00 | Millimetre | | |
| C2-1 Height screw gland 2 (1) | 0.00 | Millimetre | | |
| 01 Outer diameter of flange (1) | | Millimetre | | |

3. Next, click on Save.

13.2.1 Assign to multiple products

To assign values to Model Features of multiple products:

1. At the Product classifications screen, first set a Filter to select the products of which you need to manipulate the Model Features:

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| 6 | Filter | | | | | | × |
|-----|---------------------------|---------------|--|--|--------------------------|---------|---|
| ľ | Classification Model | Product Other | User def fields Transla | ations | | _ | |
| ľ | Product Class | equal | ETIM Dynamic EC01098 | ³ 0 Built-in circulation pu | mp | • | Â |
| l | Built-in circulation pump | | | | | | |
| l | Housing material | al . | | | Cast iron | | |
| U | | | Aluminium Bronze | | Steel Stainless steel | | |
| 1 | | | Copper | | Plastic | | |
| U. | | | Brass | | Other | | |
| II. | Material pump casing | | | | Stainless steel | | - |
| | | | Apply | Clear | Empty and close | Save as | |

a. Classification tab > Product Class: Set this option equal to the ETIM Product Class of the product.

| Filter | | | | | | × |
|---|-----------------|-------------------------|--------------------------|-----------------|---------|----------|
| Classification Model Prod | uct Other Use | er def fields 🔪 Transla | ations | | | |
| Productmodel | equal 🗸 | MC000045 Built-in circo | ulation pump (control pa | nel top side) | • | |
| Built-in circulation pump (control | panel top side) | | | | | |
| DM Diameter motor | = value 🗸 🗸 | | Millimetre | | | |
| H Pump height | = value 🗸 | | Millimetre | | | |
| HD Diameter pump housing | = value 🗸 | | Millimetre | | | |
| Le1 Height pump housing | = value 🗸 | | Millimetre | | | |
| 1-2-2-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1 | | | A 400 | | | T |
| | | Apply | Clear | Empty and close | Save as | |

- b. Model tab > Product Model: Set this option equal to the ETIM Product Model of the product:
- c. Click on *Apply*.
- 2. Once your product have been filtered, under Functions, click on *Manipulate:*

| Product classifications | Men | J View | Edit | Functions | Print I | import / | Export | | |
|-----------------------------|--------|------------|----------|-----------------|-------------------|-----------|-----------------------------------|--------------------------|---------------|
| Be aware, there is a filter | Q | ٩ | | | 3 | 3 | | I | 2. |
| active! | Search | Manipulate | Generat | e product sheet | Copy class | ification | Remove features of a diff | erent class From archive | Help |
| Navigation | | Status | <u> </u> | Class feature | % Code | | Product description | Classification system | Product Class |
| Items | | | | 13.24 | 1% <u>2126123</u> | | CronoBloc-BL-E 40/210- 11/2-R1 | ETIM Dynamic | EC010732 |
| Product features | | | | 13.94 | % <u>212612</u> | | CronoBloc-BL-E 40/220- 15/2-R1 | ETIM Dynamic | EC010732 |
| | | | | 13.24 | 1% <u>212012</u> | | CronoBloc-BL-E 40/240- 22/2-R1 | ETIM Dynamic | EC010732 |
| Attachments | | | | 13.24 | 1% <u>212613</u> | | CronoBloc-BL-E 50/170- 11/2-R1 | ETIM Dynamic | EC010732 |
| Manufacturer:Wilo (WI | | | | 13.24 | 1% <u>2126139</u> | | CronoBloc-BL-E 65/160- 11/2-R1 | ETIM Dynamic | EC010732 |
| Product group:206 Cro | | • | | 13.24 | 1% <u>212614(</u> | | CronoBloc-BL-E 65/170- 15/2-R1 | ETIM Dynamic | EC010732 |
| Edit | | • | | 13.24 | 1% <u>212614</u> | | CronoBloc-BL-E 80/145- 11/2-R1 | ETIM Dynamic | EC010732 |
| | | | | | | | | | |

3. In the pop-up window, on the tab *Manipulating model*, set the action to *Grant* for any features that are shared by the products in your selection and fill in the values.

| · · · | | | | | | | | | _ |
|---|---------------------------|------------|-----------|---------|----------|--------------|------|----|---|
| Manipuleren | | | | | | | | | × |
| Manipulating product 🔪 Ma | nipulating classification | Manipulati | ing model | User de | f fields | Translations | | | |
| Built-in circulation pump (control panel top side) | | | | | | | | | * |
| DM Diameter motor | No action | ~ |] | | | | | | |
| H Pump height | Grant | ~ | 23.00 | | | | | | |
| HD Diameter pump housing | No action | ~ |) | | | | | | |
| Le1 Height pump housing | No action | ~ |) | | | | | | |
| Le2 Centre connection to end mo | tor Grant | ~ | 5.00 | | | | | | |
| Le3 Thickness electrical cabinet | No action | ~ |] | | | | | | |
| Le4 Width electrical cabinet | No action | ~ |) | | | | | | |
| Le6 Length electrical cabinet left | No action | ~ | 1 | | | | | | - |
| | | | | | | Apply | Canc | el | |

4. Click on Apply.

13.3 BIM status and export

The *BIM status* field is used to facilitate the ETIM MC classification process. The following statuses are available:

- None: ETIM MC values will *not* be exported; this status is useful to indicate that ETIM MC (BIM) classification is not ready.
- Under construction: ETIM MC values will not be exported; this status is useful to indicate that ETIM MC (BIM) classification is in progress.
- Test: ETIM MC values will be exported when using the SALES005 export format; this format is useful for uploading to a data pool (2BA/InstalIData).
- Ready: ETIM MC values will be exported when using the SALES005 export format; this format is useful to indicate that ETIM MC (BIM) classification is ready.

To set the BIM status of a product:

1. At the Product Classifications screen, select the product and, under Edit, click on *Modify*.

| Product classifications | Menu | I / | View | Edit Functi | ons 🔪 Pri | int Impo | rt / Export | | |
|-------------------------|--------|-----|--------|---------------|-------------|--------------|----------------------------------|-----------------------|--------------|
| • | | ł | Ż | × | | | . 🕜 . | | |
| | Search | Add | Modify | Delete record | (s) Line ed | lit off Copy | Help | | |
| Navigation | | - | Status | Class f | ature % | Code | Product description | Classification system | Product Clas |
| A (2/2) | | | | | 10.94% | 4081198 | Star-Z 20/5-3 | ETIM Dynamic | EC010980 |
| Ttems (2/0) | | | | | 10.94% | 4081203 | Star-Z 20/7-3 | ETIM Dynamic | EC010980 |
| Product features (8) | | | | | 12.50 | 4092213 | Star-Z 15 TT (DE) | ETIM Dynamic | EC010980 |
| Attachments (2/0) | | | | | 13.24% | 2120123 | CronoBloc-BL-E 40/210 11/2-R1 | ETIM Dynamic | EC010732 |
| Manufacturer: | | | | | 13.24% | 2126124 | CronoBloc-BL-E 40/220 15/2-R1 | ETIM Dynamic | EC010732 |

2. In the pop-up window, on the tab *Product*, scroll to *BIM status* to set the status:

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| Classification Model Produc | User def fields Translations | |
|-------------------------------|----------------------------------|-------|
| Manufacturer | | - X+/ |
| Code | 1 2126124 | |
| Short description | CronoBloc-BL-E 40/220-15/2-R1 | |
| Product description | () CronoBloc-BL-E 40/220-15/2-R1 | |
| GTIN | 1 04048482268804 | |
| Company-specific product code | 1 | |
| ERP code | (i) | |
| Country of origin | (i) | - 💥 |
| Division UNSPS | | |
| Group Code | 1 206 CronoBloc-BL-E | |
| Group (masterdata) | 206 CronoBloc-BL-E | |
| Brand | (1) Wilo | |
| Series | CronoBloc-BL-E | |
| Туре | (1) 40/220-15/2-R1 | |
| Status | | |
| Classified | 🔾 Yes 🖲 No | |
| BIM status | O None O R | eady |
| | ○ | est |
| | | |

3. Click on Save.

<u>Note</u>: To set the BIM status for multiple products, select multiple product and use the function *Manipulate*.

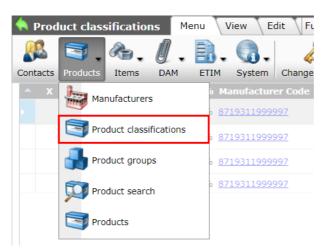
13.4 ETIM MC Viewer

An alternative way to viewing and editing ETIM MC data, is to use the *MC Viewer* which is provided by 2BA and has been integrated into Compano PIM.

13.4.1 Viewing MC-data

To view Modelling Class data:

1. Through the Menu go to *Products > Product Classifications*.



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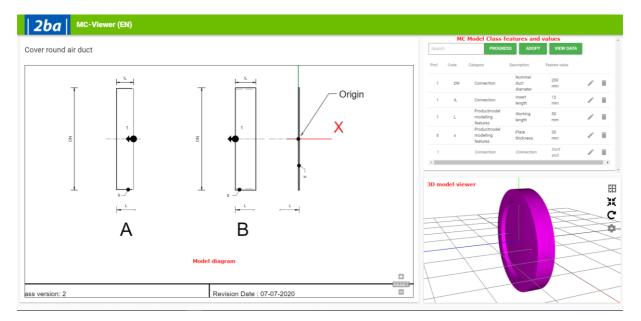
2. Switch to the *Functions* tab, select a product⁴, and click on *MC Viewer* button:

| Product classificaties Menu | ı Bekijken Be | werken Functies Afdro | ukken 🔪 Import/Exp | ort | | | | | | |
|-----------------------------|---------------|-----------------------------|--------------------------|-------------------------------------|-----------|------------------|-------------------------------------|-----------------------|---------------|-------------------|
| ⋟. | - 🔍 🤞 | | > | | MG | 🧵 🕜 . | | | | |
| Filteren | Zoeken Manipi | uleren Genereer productblad | Kopieer classificatie Ve | rwijder kenmerken van andere klasse | MC Viewer | Uit archief Help | | | | |
| Navigatie 🛛 🛞 🖆 | 🔺 X Status | Klassekenmerken % | Fabrikantscode | Fabrikant omschrijving | Code | GTIN | Product omschrijving | Classificatie systeem | Productklasse | Productmodel code |
| Artikelen (0/0) | • | 100,00% | | 100 | | 08719311106197 | Corner Shelf rvs antraciet 30 cm | ETIM Dynamisch | EC011219 | MC000090 |
| - | | 0,00% | | | 26074 | 02212874260727 | | ETIM Dynamisch | EC010958 | |
| Productkenmerken (16) | - | 0,00% | | | 26136 | 02212874261328 | | | | |
| M Billerer (5/6) | - | 0.00% | | | 26171 | 02212874261724 | | | | |

3. The MC Viewer will open in a new browser window, where you will be presented with a login dialog. Use your personal 2BA account to login:

| 2 | ba |
|----------------------|-------------------|
| Imailadres | |
| A Wachtwoord | |
| | Login |
| Wachtwoord vergeten? | Nog geen account? |

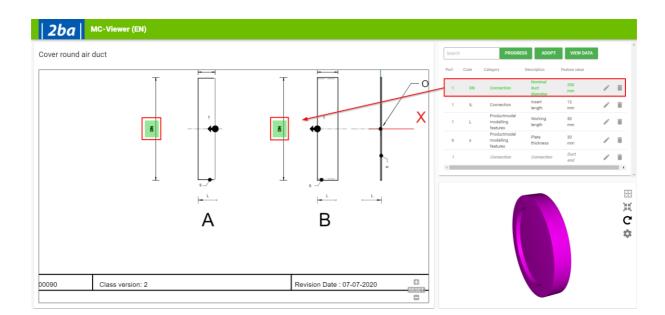
4. After login, you will have access to the MC Viewer application:



5. <u>Note</u>: MC Class features will be highlighted in the drawing (left column) if you hover your mouse over there values (right column):

⁴ <u>Note</u>: Only products with a valid *ETIM Model Class* (MC######) can be viewed and edited with the MC Viewer.

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Important: Should you wish to leave the MC Viewer *without editing any data*, use the *Back* button of your browser.

13.4.2 Editing MC-data

MC-data cabe edited direct within the MC viewer and subsequently be adopted into COS:

1. Within the right column of the MC Viewer, select a class feature and click on the pencil icon:

| Search | | PROGR | ESS ADOPT | VIEW DATA | |
|--------|------|---------------------------------------|-----------------------------|---------------|------------------------|
| Port | Code | Category | Description | Feature value | |
| 1 | DN | Connection | Nominal duct diameter | 2000 mm | II |
| 1 | IL | Connection | Insert length | 1200 mm | / 1 |
| 1 | L | Productmodel modelling features | Working length | 100 mm | / 1 |
| 0 | s | Productmodel modelling features | Plate thickness | 30 mm | / 1 |
| 1 | | Connection | Connection | Insert end | / 1 |

2. In the pop-up window, you will be presented with information on the feature and the value can be edited:

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| Nominal duc | t diameter | |
|----------------|------------|------|
| Feature Id: | EF020311 | |
| Category code: | CA000001 | |
| Category: | Connection | |
| Port: | 1 | |
| Feature type: | Ν | |
| Code: | DN | |
| Feature value | | 4/10 |
| | | SAVE |

3. Once changed, the data can be sent to COS by clicking on the *Adopt* button:

| Search | n | | PROG | RESS ADOPT | VIE | W DATA |
|--------|------|------------|-----------------------------|---------------|----------|--------|
| Port | Code | Category | Description | Feature value | | |
| 1 | DN | Connection | Nominal duct diameter | 2001 mm | <i>.</i> | Î |
| 1 | IL | Connection | Insert | 120 | | |

4. On adopting, the MC Viewer will be closed and you will return to the COS-application.

13.4.3 Clearing MC-data

MC-data for a feature can be cleared by using the *garbage can* icon:

1. Within the right column of the MC Viewer, select a class feature and click on the garbage can icon:

| Search | | PROGR | ESS ADOPT | VIE | W DATA | |
|--------|------|---------------------------------------|-----------------------------|---------------|------------|-----|
| Port | Code | Category | Description | Feature value | | |
| 1 | DN | Connection | Nominal duct diameter | 2000 mm | | Î |
| 1 | IL | Connection | Insert length | 1200 mm | 1 2 | ĩ |
| 1 | L | Productmodel modelling features | Working length | 100 mm | | Î |
| 0 | s | Productmodel modelling features | Plate thickness | 30 mm | | ii. |
| 1 | | Connection | Connection | Insert end | | î. |

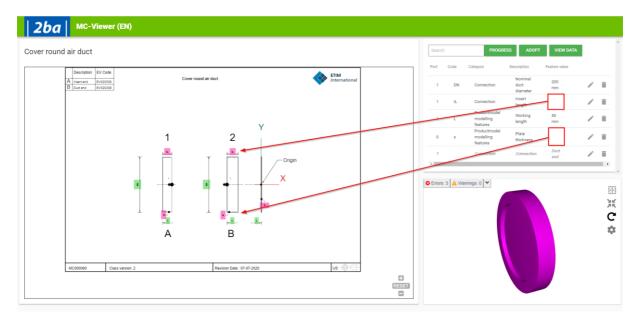
2. The value for this feature will be cleared:

36

| Searc | h | | PROG | RESS | ADOPT | VIE | W DATA |
|-------|------|------------|-----------------------------|-------|----------|----------|--------|
| Port | Code | Category | Description | Featu | re value | | |
| 1 | DN | Connection | Nominal duct diameter | | | <i>.</i> | Î |
| 1 | П | Connection | Insert | 12 | 20 | _s | - |

13.4.4 Measuring progress

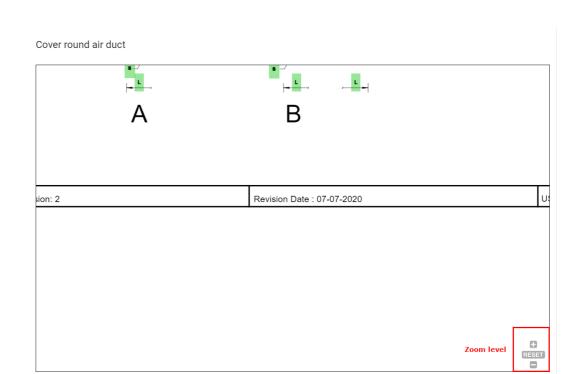
When entering values for class features, you can easily measure your progress by using the *Progress* button. Any features that have not been filled out yet will be highlighted in purple:



13.4.5 Zooming in/out

When you click on any of the features, the MC Viewer will automatically zoom in. Using the buttons in the lower righthand corner of the viewer you can reset the zoom level, or zoom in or out manually:

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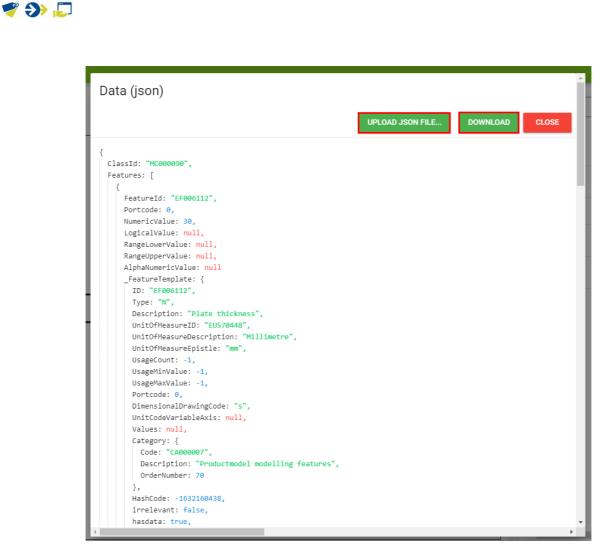
13.4.6 Viewing / downloading / uploading JSON data

Using the *View* button, you can view the data in a JSON format:

1. In the MC Viewer, click on the View button:

| Searc | | | | RESS | ADOPT | VIEW DATA |
|-------|------|----------|-------------|-------|----------|-----------|
| Port | Code | Category | Description | Featu | re value | |

2. In the pop-up window, the MC-data will be shown in a JSON-format:



- 3. Use the *Download* button to download the JSON-data.
- 4. Use the *Upload JSON File* button to upload class feature values. <u>Note:</u> Your JSON upload file will need to conform to the JSON standard for MC Classes.

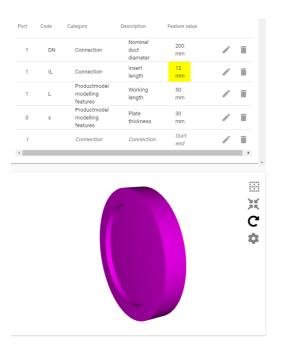
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13.4.7 3D Viewer

The 3D viewer presents a 3D representation of the Model Class. Class feature values determine the shape and dimensions of this representation and any changes in these values will be reflected in the 3D model 'on the fly'.

For instance:

Insert length 12 mm:



Feature value Nominal 200 Î DN Connection duct mm diameter 120 Insert Î ١L Connection length mm Productm Working 50 Î L mm length features Produc 30 mm Plate thickness Î Duct end Conne Î 7 Col 1 4 - F 洸 C \$

Insert length 120 mm

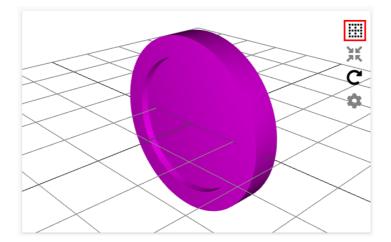
13.4.8 Viewer controls

Rotate

Click and hold the left mouse button and then drag your mouse to rotate the 3D model.

Grid

Use the *Grid*-button to display a grid. The grid will rotate with the model:



Axis

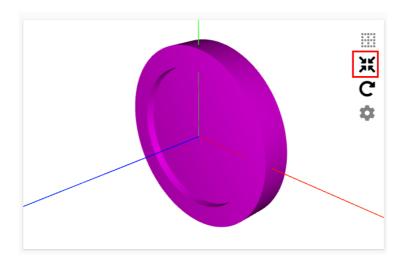
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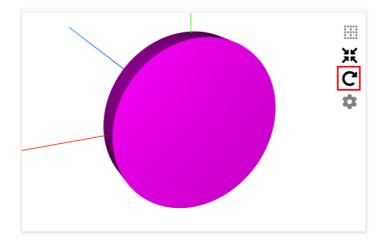
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Use the *Axis*-button to display a X-, Y-, and Z-axis in the viewer:



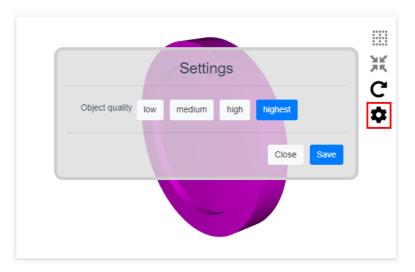
Reset orientation

Use the *Reset orientation*-button to reset the viewer to its original orientation:



Settings

Use the *Settings*-button to change the *Object quality* of the viewer:



14 Quality of data

Data pools (for instance 2BA or InstallData), wholesalers, fitters, mechanics, or a purchasing consortium all demand up-to-date and complete information. To this end, Compano software offers the option to check the quality of your data.

<u>Important</u>: Should you classify your products using the ETIM Dynamic system, please remember that this is a dynamic system which is updated weekly. Compano will notify you via e-mail in case of any changes in ETIM which affect your data. For more information, see paragraph: <u>14.3 ETIM</u> <u>Mutation report.</u>

14.1 Data requirements 2BA and InstallData

Data requirements for data pools 2BA and InstallData can be found here:

2BA <u>https://www.2ba.nl/documentatie/stappenplan/databehoefte</u> > Data requirements (PDF)

```
InstallData
```

https://www.installdata.be/en/documentation/steps-for-data-delivery/data-requirements

These requirements indicate which data is deemed mandatory, highly desirable, desirable or nice-to-have.

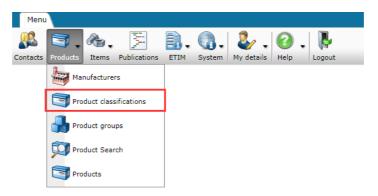
14.2 Quality check classification data

Compano PIM software offers several options to check your classification data:

14.2.1 Classification status

The classification status of your products is indicated with a color code on the *Product Classifications* screen:

1. Through the Menu go to *Products > Product Classifications*.



2. On the View tab, check the classification status of your products:

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| Product classifications | Menu | J View | Edit | unctions P | rint / Import / Expo | rt |
|-------------------------|------|----------|-----------|---------------|----------------------|---------|
| Filter | | Search | All Detai | s Screen Layo | ut Help | |
| Navigation | ۲ | A Status | CI | ass feature % | Manufacturer Code | Manufac |
| Items (1/0) | | | | 100.00% | | |
| 3 | | | | 12.96% | | |
| Productfeatures (6) | | | | 8.11% | | |

Red: An ETIM product class has not been assigned to the product.

Orange: An ETIM product class has been assigned to the product, however no product class features have been filled out.

Yellow: Product class features have been filled out, however the classification is not complete yet. The *class feature percentage* will give an indication as to how much work still needs to be done.

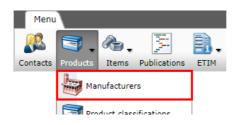
Green: A product with the status *Classified*. The classification feature percentage is either 100%, which means all features have been filled out, or the product has been *manually* set to this status; see paragraph: <u>9.2.1 Set classification status</u>.

Blue: All mandatory product class features have been filled out. <u>Note</u>: By default, *no* ETIM features are mandatory This status is only possible if you manually set mandatory features. Should you wish to make use of mandatory ETIM features, please contact <u>sales@compano.com</u>.

14.2.2 Export classification data

To gain insight into the quality of your classification data, Compano PIM offers the option to export a classification report, per manufacturer, per ETIM product class, or per manufacturer for *all* ETIM product classes in use:

1. Through the Menu go to Products > Manufacturers.



- 2. Next, select a manufacturer and go to the Import/Export tab
- 3. Click on the *Export classification* button:

| Manufacturers Menu | View | Edi | t Fu | nctions Impo | rt / Export | | | | | |
|--------------------|-----------|--------|--------|----------------|--------------|-------------------|-----------------------|--------|-------------|------|
| | - 🤍 | ٨ | 4 | | 34 | | T | | \bigcirc | 2. |
| | Search | Export | Import | Manage layouts | Excel Import | Excel Update | Import classification | Import | accessories | Help |
| Navigation | \otimes | 🔺 Co | de | GLN Code | | Organization | Import classifica | tion | cturer | |
| | | | | 1000 | | And the spinster, | | cion | | |
| Products (993/511) | | | | | | | Export classificat | tion | | |
| (0440/150C) | | | | | | | | | | |
| Items (9449/1506) | | | | | | | | | - | |

4. In the pop-up window, set the specifications for the classification export:

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| Export classification | | | | | × |
|-----------------------------|----------------------|--------|------|----------|---|
| Export classification | | | | | |
| Send export to | mijn-email@email.com | | | | |
| Assortment | Carlo Patricia | | - 🗙 | | |
| Product class | | | - 🗶 | | |
| Classification system | EDynamic | | | ~ | |
| Language | en-GB English | | - 🗶 | | |
| Including canceled products | 🔿 Yes 🖲 No | | | | |
| applying source | 🔾 Yes 🖲 No | | | | |
| | | | | | - |
| | | Export | Clos | se | |

- a. Send export to: Enter an email address.
- b. Assortment: Select the assortment on which you want to run the export
- c. Product class (optional): Select one product class, or leave empty if you need a classification report of *all* classes in use.
- d. Classification system: Select the classification system for which you need the report. Default options are: ETIM Dynamic (EDynamic), ETIM 6, ETIM 7 and OKO. <u>NB</u>: should you use the multi-classification module, other classification systems might be available.
- e. Language (optional): Should you use the multi-language module, you will have the option to export the classification data in several languages. <u>NB</u>: Without this option, you will only be able to export in the default language of your application.
- f. Including canceled products: Set this option to *Yes* if you need to report on the classification including *cancelled (archived)* products.
- g. Applying source: Set this option to *Yes* if you need to export (extra) classification features which have been added to the standard system. You will be presented with three options:
 - i. User: Choose this option if you have added your own custom product class features.
 - ii. Publicist: Choose this option if you have added custom product class features, but need to *only* export classification data as defined by the original standard.
 - iii. Third party: Choose this option if extra product classes or features have been added to your classification system by a third party.
- 5. Click on *Export*. The classification export will now be generated. Depending on the number of classes that are in use within your data, this can take a while. The export report will be sent as a compressed file (ZIP) to the email address that you provided.

14.2.3 Classification report

The report resulting from the *Export classification* function will contain multiple Excel worksheets:

Product Classes worksheet

The worksheet named *Product Classes* will show a summary of your classification data, including *Number of product classes in use* and *Expired values*.

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| | Α | В | С | D | E | F | G |
|----|---|-------------------|----------------------------------|-----------------|-----------------------|------------------|--------------------------|
| 1 | Number of product classes: 17 🔹 💌 | Total products 🔻 | Completely classified products 💌 | Filled values 💌 | To be filled values 💌 | Expired values 💌 | Total number of fields 💌 |
| 2 | EDynamic-EC000062 - Luminaire for streets and places | 11 | C | 522 | 545 | 0 | 1067 |
| з | EDynamic-EC000109 - Batten luminaire | 1 | C | 48 | 48 | 2 | 98 |
| 4 | EDynamic-EC000293 - Support profile light-line system | 4 | . 4 | 60 | 28 | 0 | 88 |
| 5 | EDynamic-EC000412 - Lux meter | 2 | 2 | 10 | 2 | 0 | 12 |
| 6 | EDynamic-EC000533 - Lighting control system component | 5 | C | 17 | 13 | 0 | 30 |
| 7 | EDynamic-EC000986 - Electrical unit for light-line system | 18 | C | 885 | 735 | 0 | 1620 |
| 8 | EDynamic-EC001273 - Soldering bath | 1 | 0 | 0 | 9 | 0 | 9 |
| 9 | EDynamic-EC001716 - High bay luminaire | 80 | C | 4245 | 3535 | 780 | 8560 |
| 10 | EDynamic-EC001743 - Pendant luminaire | 4 | C | 236 | 114 | 94 | 444 |
| 11 | EDynamic-EC001744 - Downlight/spot/floodlight | 242 | C | 11608 | 19018 | 3012 | 33638 |
| 12 | EDynamic-EC001959 - LED-lamp/Multi-LED | 57 | | 1061 | 1724 | 293 | 3078 |
| 13 | EDynamic-EC002556 - Electrical accessories for luminaires | 11 | 11 | . 24 | 31 | 0 | 55 |
| 14 | EDynamic-EC002557 - Mechanical accessories/spare parts for luminaires | 77 | 72 | 471 | 376 | 0 | 847 |
| 15 | EDynamic-EC002892 - Ceiling-/wall luminaire | 255 | 6 | 12665 | 15120 | 1285 | 29070 |
| 16 | EDynamic-EC010013 - Bathroom vanity | 5 | 0 | 17 | 153 | 0 | 170 |
| 17 | EDynamic-EC011022 - Panel radiator | 5 | C | 25 | 265 | 0 | 290 |
| 18 | EDynamic-EC011285 - Heat recovery unit for residential construction | 7 | |) 1 | 300 | 0 | 301 |
| 19 | | | | | | | |
| 20 | Total | 785 | 95 | 31895 | 42016 | 5466 | 79377 |
| 21 | % of total | | 12,1% | 40,2% | 52,9% | 6,9% | |
| 22 | | | | | | | |

<u>Important</u>: Check the column *Expired values* to see if for any classes your data contains expired values. You *will* need to address these classes and correct your data!

<u>Tip</u>: Check any classes with expired values on the ETIM website by comparing the current and previous versions of the class:

| | | lome / Classes / Class | / Compare | | | |
|-----------------------------|-------------------------------------|---|---|---------------------|---|----------------------------------|
| ETIN Inter | national | Class code Version Date Group code Sector E Sector B Sector T Deleted | EC000109 06/29/2015 09:11:11 → EG000027 True False False False False | 05/23/2018 10:11:46 | Class version Status Sector W Sector M | 7 → 8 5 False True |
| EC000109 - Batten luminaire | | | 1 400 | | | |
| | F | Features Translations | | | | |
| Class version: | | Features and values | | | | |
| 4 5 6 7 8 C | ompare versions | Code | Description | | Туре | e Unit Unit (imp.) Value code |
| Compare to version: | | 1 EF002423 | Lamp type | | A | 1 EV0068 2 EV0068 3 EV0068 |
| | | | | | 6 EV000494 Non | e |
| | uitable for emergency lighting | The Designation | | L | | |
| 33 EF012487 Ei | nergy efficiency class of the built | -in lamp | | A | 3 EV00 | |
| 34 EF012488 Ei | nergy efficiency class of the prov | ided exchangeable built-i | n lamp | A | 1 EV007056 A++ 2 EV007055 A+ 3 EV00896 A 4 EV000074 B 5 EV000084 C 6 EV0000413 D 7 EV000647 E | |
| 35 FE012489 H | inhest energy efficiency class of | the exchangeable lamp | | Α | 1 EV007056 4++ | |

Subsequent worksheets

All subsequent worksheets each list the classification data of *one* product class:

| | н | 1 | J | K | L | M | N | 0 | P | Q |
|-----|-------------------------------------|---------|-----------|----------------------|--------------------------------------|---------------------------------------|-------------|------------------------|---|-------------------------|
| 1 E | TIM Product Class Code | UBIM 💌 | Source 💌 | Model | Lamp power of fluorescent batten (W) | Variable distance of electrical units | With wiring | Number of cores wiring | Cross section wiring cores (mm ²) | Integrated cable duct 💌 |
| 2 E | C000293 | 6710011 | Publisher | Single module length | | No | Yes | 8 | 2,5 | 5 |
| 3 E | C000293 | 6710011 | Publisher | Single module length | | No | Yes | 8 | 2,5 | 5 |
| 4 E | C000293 | 6710011 | Publisher | Double module lengt | 1 | No | Yes | 8 | 2,5 | 5 |
| 5 E | C000293 | 6710011 | Publisher | Double module lengt | 1 | No | Yes | 8 | 2,5 | 5 |
| | | | | | | | | | | |
| | Product Classes | EC000 | 062 EC0 | 00109 EC000293 | EC000412 EC000533 EC000986 EC | 001273 EC001716 EC001743 🕀 | | | | Þ |

Optionally check the worksheet for any missing data.

14.3 ETIM Mutation report

As mentioned earlier, the ETIM classification system is a *dynamic* system, which means it will be updated weekly. Updates include new product classes as well as changes in Class Features and Values.

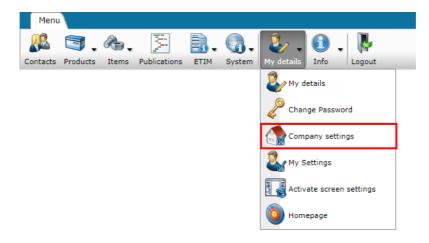
To keep up-to-date with changes in the ETIM Dynamic standard, Compano *strongly recommends* to *weekly* generate an ETIM Mutation Report.

<u>Note</u>: This reports needs to be generated manually. For instructions, see paragraph <u>14.3.2 Manually</u> <u>generating a mutation report</u>.

14.3.1 Set e-mail address

For PIM Basic and other shared PIM-applications, you will need to set the e-mail address for the ETIM mutation report:

1. Through the Menu, go to My *Details > Company settings*.



2. On the Item Manager tab:

| 🗐 My Company settings | | | × |
|-----------------------------------|------------------------------------|-----|----------|
| Item Manager System Settings \Int | ernational | | |
| Export items | | | ^ |
| Software package | Other 🗸 | | |
| Prices | Net prices (processing conditions) | | |
| Item Format | #Sales005 V | | |
| Send mutation e-mail to: | my-email@address.com | | |
| Automatic Export | 🕽 🔿 Yes 🖲 No | | |
| Export day | Wednesday 🗸 | | |
| Impact report presentation | Vertical 🗸 | | |
| Export items (content files) | | | |
| Expired Products | ● Yes ○ No | | |
| #PABExportAllItems (| 🕽 🔿 Yes 🍥 No | | - |
| | C | ose | |

a. Send mutation e-mail to: Enter your e-mail address; the ETIM mutation report will be send to this address. <u>Note</u>: Should you use Outlook's focused mail settings, the e-mail will likely be in the *Other* inbox.

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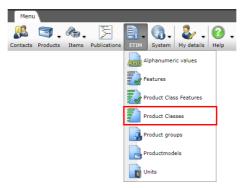
3. Click on the *Close* button.

14.3.2 Manually generating a mutation report

An ETIM mutation report needs to be *manually* generated:

To manually generate a mutation report:

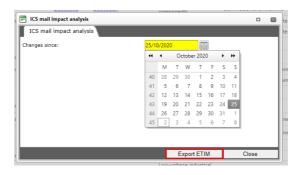
1. Through the Menu go to ETIM > Product Classes.



2. Under Functions, click on ICS mail impact analysis.



3. In the pop-up screen, select a past date for *Changes since*. <u>Note:</u> Always select a Sunday, as ETIM changes are being made on a Sunday.



4. De mutation report will be sent to the *main user's* email address, however other users can download the report from the log files.

14.3.3 Reading a mutation report

A mutation report is sent as an Excel file, containing multiple worksheets⁵:

⁵ The ETIM Mutation report is only available in Dutch.

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| | А | В | C D |
|----|--------------------------|----------------------------------|---|
| 1 | Classificatie mutaties 💌 | ▼ | • |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| 5 | | | |
| 6 | | Omgeving | and the second se |
| 7 | | Periode | 25-10-2020 t/m 02-11-2020 |
| 8 | | | |
| 9 | | Nieuwe productklassen | 9 |
| 10 | | Gewijzigde productklassen | 63 |
| 11 | | Gewijzigde productkenmerken | 330 |
| 12 | | Gewijzigde productkenmerkwaarden | 614 |
| 12 | | | l <u>, </u> |
| | Samenvatt | ing Nieuw Mutaties 🕂 🕂 | |

1. Summary worksheet

1. Summary (Samenvatting): Overview of all mutations, including all new product classes.

| | Α | | В | С | | | | | |
|----|------------------|---|---|------------------------|--|--|--|--|--|
| 1 | Productklassen 💌 | Naam | | 🕶 Status 🔍 💌 | | | | | |
| 2 | EC003705 | Opname element deurscharnie | r | Gereed voor publicatie | | | | | |
| 3 | EC003724 | Frame deel / vleugeldeel voor | deurscharnier | Gereed voor publicatie | | | | | |
| 4 | EC003748 | Deurbeschermer voor nooduitg | beschermer voor nooduitgang technologie | | | | | | |
| 5 | EC003828 | Bedieningspaneel voor noodde | ieningspaneel voor nooddeuren | | | | | | |
| 6 | EC003835 | Sluitplaat voor deuropener | | Gereed voor publicatie | | | | | |
| 7 | EC003865 | Mixer | New ETIM Product Classes | Gereed voor publicatie | | | | | |
| 8 | EC003928 | AV-controller | | Gereed voor publicatie | | | | | |
| 9 | EC004188 | Olieverstuiver | | Gereed voor publicatie | | | | | |
| 10 | EC004196 | Gereed voor publicatie | | | | | | | |
| | | Raam-of deurkruk nvatting Nieuw Mutaties | ÷ | | | | | | |

2. New Product Classes worksheet

2. New (Nieuw): An overview of *all* new product classes. Check this overview to see if any new classes are relevant to your products.

| | Α | В | С | D | E | F | G | Н | 1 | J |
|----|-------------|---------------------------|-----------------------|------------------|--------------------|----------|-----------------|------------------|----------|--------|
| 1 | Product Cla | asses | | | Product Class Feat | tures | | Attribute Values | | |
| 2 | Code 🚽 🔻 | Name 🔻 | Status 🔻 | Archive moment 💌 | Productmodel | Code 🔹 🔻 | Name 🔻 | Archive moment | Code 🚽 🔻 | Name 💌 |
| 3 | EC000109 | Batten luminaire | Ready for Publication | | | | | | | |
| 4 | EC000109 | Batten luminaire | Ready for Publication | | | EF000018 | Dimmable | | | |
| 5 | EC000109 | Batten luminaire | Ready for Publication | | | EF000018 | Dimmable | | EV000053 | On-Off |
| 6 | EC000109 | Batten luminaire | Ready for Publication | | | EF000018 | Dimmable | | EV000054 | DALI |
| 7 | EC000109 | Batten luminaire | Ready for Publication | | | EF000018 | Dimmable | | EV000074 | Triac |
| 8 | EC000109 | Batten luminaire | Ready for Publication | | | EF000018 | Dimmable | | EV000076 | BLE |
| 9 | EC001744 | Downlight/spot/floodlight | Ready for Publication | | | | | | | |
| 10 | EC001744 | Downlight/spot/floodlight | Ready for Publication | | | EF000018 | Dimmable | | | |
| 11 | EC001744 | Downlight/spot/floodlight | Ready for Publication | | | EF000018 | Dimmable | | EV000076 | BLE |
| 12 | EC001744 | Downlight/spot/floodlight | Ready for Publication | | | EF000018 | Dimmable | | EV000084 | 1-10V |
| 13 | EC001744 | Downlight/spot/floodlight | Ready for Publication | | | EF000030 | Beam angle | | | |
| 14 | EC001744 | Downlight/spot/floodlight | Ready for Publication | | | EF000030 | Beam angle | | EV000158 | 50 ° |
| 15 | EC002892 | Ceiling-/wall luminaire | Ready for Publication | | | | | | | |
| 16 | EC002892 | Ceiling-/wall luminaire | Ready for Publication | | | EF000124 | Connection type | | | |
| | | Samenvatting Nieuw | Mutaties (+) | | | | | | | |

3. ETIM mutations for Product Classes in use

3. Mutations (Mutations): An overview of all mutations pertaining to product classes that *are in use* in your application. This means only changes in product classes that have been assigned to your products will be listed. <u>Note:</u> Changes must be read hierarchically, from top to bottom:

Example (see figure 3 above)

- Row 3: There are changes in class EC000109 Batten luminaire
- Row 4: Within class EC000109, the class feature EF000018 Dimmable has been changed
- Rows 5-8: To class feature CF000018, four class values have been added: EV000053 On-Off, EV000054 DALI, EV000074 Triac and EV000076 BLE.

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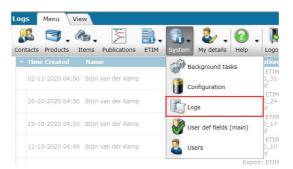
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<u>Tip</u>: Use the ETIM website to check any changed classes to better understand which changes have been made by comparing the current and previous versions of the class.

14.3.4 Downloading a mutation report

All users can download mutation reports from the log files :

1. Through the Menu go to *System > Logs*.



2. <u>Optional</u>: In the Search Box use the term 'mutatie' to find al ETIM mutation reports:

| Logs | Menu | View | | | | | | | | |
|--------|--|---------------------|-----------|------------------|--------------------|-------|--|-------------------|-----------|--|
| Filter | mutatie <u>Be aware,</u> active! | , there is a filter | ▼ (Se | arch Details Opp | - 🕜 - | | | | | |
| | | | - | Time Created | Name | Code | Description | Туре | Number of | Details |
| | | | | 02-11-2020 04:50 | Stijn van der Kamp | Excel | Export: ETIM_mutatie_25- 10-2020_31-10-2020 afgerond | Assortment export | 14 | ETIM mutatie 25-10- 2020 31-10-2020 04:50 |
| | | | × | 26-10-2020 04:50 | Stijn van der Kamp | Excel | Export: ETIM_mutatie_18- 10-2020_24-10-2020 afgerond | Download link | | ETIM mutatie 18-10- 2020 24-10-2020 04:50 |
| | | | | | | | Export: ETIM_mutatie_11- | | | ETTM mutatia 11.10 |

3. Click on the link to download the mutation report (Excel).

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15 Appendix A: How to find the correct ETIM product class

There are several methods for finding the correct product class:

- Search for ETIM Product Classes, using the Compano software
- Lookup the ETIM Product Class and features, using the ETIM International website
- Check for alternate classes in the ETIM Product Group
- Check the ETIM Product Class of a similar product of a competitor, using the <u>2BA website</u>

<u>Tip</u>: When you find the correct ETIM class, copy the EC-**code of the class to your computer's clipboard**, using **CTRL-C**.

15.1 Search product classes (Compano)

To search for ETIM product classes using the Compano software, first open up a new browser tab. The easiest way to do this, is to *duplicate* your current browser tab:

1. Open **your browser's** context menu by alt-clicking (usually your right mouse button) on the active browser tab:

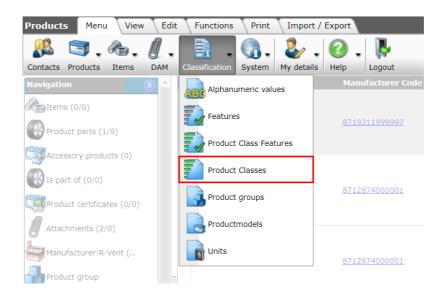
| Product C | New tab to the right Move tab to new windo | | | ₅ × ght-click on brov b, then select | + vser |
|------------------|---|----------|----|--|-----------|
| enregistraties 📢 | Reload | Ctrl+R | | uplicate' | Co |
| | Duplicate | | | | |
| routs Help | Pin Mute site | | | | _ |
| lassification sy | Close | Ctrl+W | qı | Productgroup | Name |
| TIM 7 | Close other tabs | | | Low-voltage industrial components | Busbar t |
| TIM Dynamic | Close tabs to the right | | | Low-voltage industrial components | Busbar t |
| TIM 7 | EC000003 | EG000020 | | Circuit breakers and | Residual |

2. Next, select the option *Duplicate* from the context menu. This will open a new browser tab, while keeping you logged in to the Compano application.

In the new browser tab, use the *Classification* button to look for (ETIM) product classes:

1. Through the menu, go to *Classification > Product Classes*.

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2. In the next screen, you will be presented with a list of all ETIM Product Classes:

| Product Classes Menu View | v FL | unctions 🔨 Import / Expor | t | | | | | |
|------------------------------------|------------|---------------------------|-------|-----------------------|----------|--------------|---|--|
| Filter | Searc | | creen | layouts Help | | | | |
| Navigation 🛞 | ^ x | (Status | R | Classification system | Code | Productgroup | Productgroup | Name |
| Productmodels (0/0) | | Published | | ETIM 7 | EC000001 | EG000017 | Low-voltage industrial components | Busbar terminal |
| Conversion tables (0) | | Published | | ETIM Dynamic | EC000001 | EG000017 | Low-voltage industrial components | Busbar terminal |
| | | Published | | ETIM 7 | EC000003 | EG000020 | Circuit breakers and fuses | Residual current circuit breaker (RCCB) |
| Synonyms (61) | | Ready for Publication | | ETIM Dynamic | EC000003 | EG000020 | Circuit breakers and fuses | Residual current circuit breaker (RCCB) |
| Product Class Features (16/0) | | Published | | ETIM 7 | EC000005 | EG000047 | Installation, isolation and connection material | Cable end sleeve |
| Products (676/0) Attachments (0/0) | | Ready for Publication | | ETIM Dynamic | EC000005 | EG000047 | Installation, isolation and connection material | Cable end sleeve |
| 0 | | Ready for Publication | | ETIM Dynamic | EC000006 | EG000005 | Sub-floor systems | Cover plate for installation units |
| unctions | | Published | | ETIM 7 | EC000006 | EG000005 | Sub-floor systems | Cover plate for installation units |
| TCS mail impact analysis | | Published | | FTIM 7 | EC000007 | EG000013 | Domestic switching | Cover frame for domestic switching devices |

<u>Note</u>: Depending on the type of application, the overview will show *ETIM Dynamic* and/or *ETIM 8* and/or *ETIM 7* classes. Use the Filter button, to filter out the classification system that you will be using:

| ſ | Filter | | | | | | | | | × |
|---|-----------------------|------------|---------|---|--|-------|--|------|----|---|
| | ETIM Product Class | Translatio | ins | | | | | | | |
| | Classification system | | | | ETIM Dynamic ETIM 6 ETIM 7 EClass EMCS | | □ EZ-base □ GPC □ Q Model □ Not specified □ #OKO | | | * |
| | Group | i | equal | ~ | | | | | • | |
| | Code | | start | ~ | | | | | | |
| | Name | | start | ~ | | | | | | |
| | Sector | | equal | ~ | Building | | HVAC & Sanitary | | | |
| 1 | UBIM | | = value | ~ | | | | | | |
| | Source | | | | User Publicist | | Third party | | | Ŧ |
| | | | | | Apply | Clear | Empty and close | Save | as | |

3. Next, type search terms into the Search Box to start looking for the correct class for your product. Use keywords from the description of the product, or general terms⁶ that describe

⁶ For some classes, commonly used alternative or synonymous keywords will also find classes.

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your product, such as *Boiler, Bolt, Air-conditioning*, etc. Note that you might have to try several options before you will find the right class:

| Product Classes Menu View | Functions Import / Expo | ort | | | | | |
|---|-------------------------|-------------------------|------------------|-------------------|----------------------------------|--|--|
| Iuminaire led Searce Details Details Details Heip | | | | | | | |
| Navigation | 🔺 X Status | R Classification system | Code Producto | roup Productgroup | Name | | |
| Durdentered also (0/0) | Ready for Publication | ETIM Dynamic | EC000062 EG00002 | Luminaires | Luminaire for streets and places | | |
| Productmodels (0/0) | Ready for Publication | ETIM Dynamic | EC000109 EG00002 | Luminaires | Batten luminaire | | |
| Conversion tables (0) | Ready for Publication | ETIM Dynamie | EC000282 EG00002 | Luminaires | Tubelight system | | |
| Synonyms (42) | Ready for Publication | ETIM Dynamic | Search results | Luminaires | Luminaire bollard | | |
| Synonyms (42) | Ready for Publication | ETIM Dynamic | EC000399 EG00002 | Lamps | Indication- and signalling lamp | | |
| Product Class Features (86/0) | | | | | | | |

4. You can always check a class by clicking on its *EC-cod*e as this will redirect you to *the ETIM International* website, where you can look up the corresponding class features (see next paragraph).

15.2 Lookup product class and features (ETIM International)

Any ETIM product class and its features can be looked up, using the *ETIM International* website. Click on any *EC-code* in the Compano software, or go to the <u>ETIM International website</u>:

| мт | | 🚔 Entitles + Language: ETIM English |
|---|--|--|
| Search for class Search for modelling class | aarch for feature Search for value Search op | ptions |
| | Home / Classes / Class | |
| ETIM International | Emergency luminaire Exars code Ex | Resty ForWatcaton |
| C001957 - Emergency luminaire | Features Translations Discussion Reference products Linked ETIM modelling cl | |
| lass version: | Code Description | Shore Unit Unit (imp.) Value code - Description |
| 23 version: 4 5 6 7 8 4 5 6 7 8 | Low Description 1 (F900003 Mounting method | A 1 EV00500 trait surface movined 2 EV00500 traits surface moving 3 EV01927 Visit surface moving 4 EV00500 Battern moving 6 EV00720 Battern moving 6 EV00720 Battern moving 6 EV00720 Battern moving |
| Cs (7) M73 Rework colour values | | 7 EV00114 Built-in 8 EV001792 Surface mounting/recessed mounting 9 EV000221 Chain |
| 1715 Change deprecated value EV003794 for EV000222 Single led 2880 Proposal to remove EF011875 "Power supply energy | 2 EF000030 Function | A 1 EV014457 Escape route lighting 2 EV014458 Escape route lighting 3 EV014459 Escape route lightingsignage |
| Iclency index (EEI)° from all classes 3112) Add new feature "Maximum loading of automatic circuit saker C16" etc. | 3 EF001277 Suitable for labelling type Product class features | A 1 EV00771 Stolar 2 EV00772 Instituteduption 3 EV00772 Andre State 4 EV00774 Andre State |
| 310 Proposal to change rated lifetime features for lumen intenance and failure rate features 514 Add missing features 200 new feature | 4 EF001278 Type of indicator | A 1 EV800222 Single-sided 2 EV902405 Single-sided 3 EV90222 Double-sided 4 EV907070 Thre-sided 5 EV90705 Thre-sided |
| | 5 EF011099 With pictogram | L L |
| Share Compare | 6 EF009091 Monitoring equipment | A 1 EV008889 Test button |

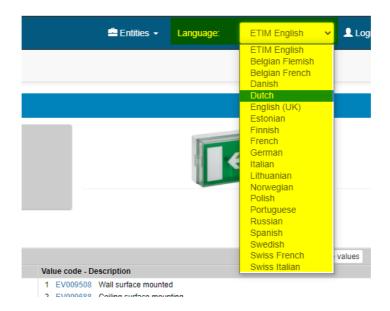
To find the correct class, compare *Product Class Features* and *Feature Values* against the technical specifications of your product. Also check any optional circulating images (top right) against the appearance of your product.

<u>Tip</u>: When you find the correct ETIM class, *copy the EC-code* of the class to your computer's clipboard, using CTRL-C.

<u>Note</u>: Names of product classes, features and values can be translated using the *language selector* in the top-right corner of the ETIM website:

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15.3 Check for alternate product classes

ETIM Product Classes are grouped together with similar classes. If you have trouble finding the correct class, try finding any alternatives by checking available classes in the same *Product Group*.

1. From the Product Classes screen, click on the *Product Group code* of the class you found but which not correct:

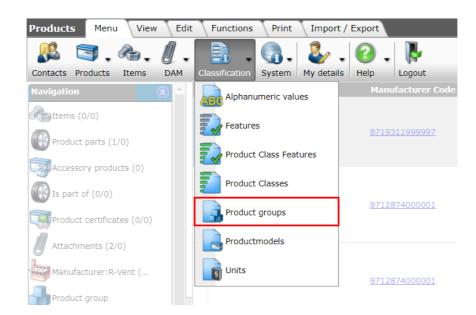
| Product Classes Menu View Functions Import / Export | | | | | | | | |
|--|---|-------------------------|-----------------------|----------|--------------|--------------|----------------------------------|--|
| Iuminaire led Iminaire led | | | | | | | | |
| Navigation |) | X Status R | Classification system | Code | Productgroup | Productgroup | Name | |
| | | Ready for Publication 🧧 | ETIM Dynamic | EC000062 | EG000027 | Luminaires | Luminaire for streets and places | |
| Productmodels (1/0) | Þ | Ready for Publication | ETIM Dynamic | EC000109 | EG000027 | Luminaires | Batten luminaire | |
| Conversion tables (0) | | Ready for Publication | ETIM Dynamic | EC000282 | EG000027 | Luminaires | Tubelight system | |
| | | Dandy for Dublication 🗧 | ETTM Dunamin | EC000201 | EC000027 | Luminairee | Luminaira balland | |

2. In the pop-up window, double-click the *EG-code* and copy (CTRL-C):

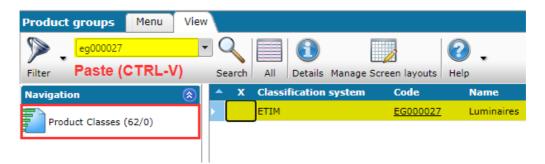
| EG000027 Luminaires ETIM Productgroup Translations essification system | ETIM | |
|--|------------|----|
| ssification system | ETIM | |
| | | |
| de | EG000027 | |
| me | Luminaires | |
| Double-click and | Publicist | |
| atus CTRL-C | | |
| hived (| 1) No | |
| | | |
| EC001744 EG000027 | Close | 00 |

3. Through the Menu, go to *ETIM > Product Groups*.

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4. Paste (CTRL-V) the *EG-code* into the Search Box to find the *Product Group*.



5. From the results, select the product group and under *Navigation* click on *Product Classes*. This will show a list of *all alternative classes* in the product group:

| A Product Classes Menu | View | Functions Import / Exp | oort | » Productgroup:EG00002 | 27 Luminaires | | | |
|--|------------|------------------------|------|------------------------|---------------|--------------|--------------|----------------------------------|
| Filter Be aware, there is a filter active! | Search | All Details Manage Scr | een | layouts Help | | | | |
| Navigation 🛞 | ▲ X | Status | R | Classification system | Code | Productgroup | Productgroup | Name |
| | | Ready for Publication | | ETIM Dynamic | EC000062 | EG000027 | Luminaires | Luminaire for streets and places |
| Productmodels (0/0) | | Ready for Publication | | ETIM Dynamic | EC000075 | EG000027 | Luminaires | Plug in (night) light |
| Conversion tables (0) | | Ready for Publication | | ETIM Dynamic | EC000109 | EG000027 | Luminaires | Batten luminaire |
| Synonyms (59) | | Ready for Publication | | ETIM Dynamic | EC000282 | EG000027 | Luminaires | Tubelight system |
| | | Ready for Publication | | ETIM Dynamic | EC000300 | EG000027 | Luminaires | Floor luminaire |
| Product Class Features (41/0) | | Ready for Publication | | ETIM Dynamic | EC000301 | EG000027 | Luminaires | Luminaire bollard |
| Products (0/0) | | Ready for Publication | | ETIM Dynamic | EC000302 | EG000027 | Luminaires | Table luminaire |
| | | Ready for Publication | | ETIM Dynamic | EC000346 | EG000027 | Luminaires | Building site lighting luminaire |
| Attachments (0/0) | | Published | | ETIM Dynamic | EC000347 | EG000027 | Luminaires | Hand luminaire |
| I I | | Deadly for Dublication | - | ETTM Duesmie | EC000349 | EC000077 | Luminairan | Machine and work headh luminaire |

6. Check each likely Product Class to see if it better fits your product.

<u>Tip</u>: When you find the correct ETIM class, copy the EC-code of the class to your computer's clipboard, using CTRL-C.

15.4 Check competitive product (2BA)

An alternative option for finding the correct Product Class, is to check a *similar product of a competitor*. The product class of the competitive product can be found using the 2BA website:

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1. Go to <u>www.2ba.nl</u> and select the page *Deelnemers > Fabrikanten* and search for a competitor, for instance:



2. Click on the logo of your competitor and, in the pop-up window, click on Unifeed:

| Civilight | | | | | | |
|---|--|-------------------|--|--|--|--|
| Bezoekadres Postcode / plaats Website De data wordt geleverd | Laobing Mansion east,No.3012 Xingye Rd 4006-4/F Xixiang,Bao'an District,Shenzhen http://www.cvl-lighting.com/ door een andere partij. | CIVIL IGHT | | | | |
| Unifeed My | omgeving | Sluiten | | | | |

3. Search for the competitive product:

| 🥰 🌮 💭 | |
|-------|---|
| | |
| | Vij zoeken op omschrijving, merk, type, serie, kenmerk etc. Gebruik wildcards (*, ?) om op delen van woord te zoeken; bv; aardlek? of aardlek???? 🔍 🔍 😋 |
| | Kenmerk toevoegen 👻 Leveranciers 👻 Vervallen producten 👻 |
| | Merk Kenmerk A Producten (222) Klassen Search options |
| | Merk Filter klassen |
| | Filter merk Civilight (222) |

4. Select the competitive product by clicking on it:

| Producten (186) | Klassen | | | | |
|-----------------|---|---|--|-----------------------------------|----------------------------|
| | Civilight LED Reflet HALED III D GU10 A Nom. spanning Nom. stroom Nom. stroom | ctor HALED GU10 IC 220-240V 9W 3000K 6 220-240 40-40 40 |) 0,8 | CIVILIGHT 1 artikel(en) | |
| | Civilight LED Bulb (MILKY A65 AC 220- Nom. spanning Nom. stroom Nom. stroom | | M 270Degr. RA90 (12013) Vermogensfactor | 0,9 | CIVILIGHT 1 artikel(en) |
| | Civilight LED Bulb DIM 2WARM C37 AC | | 00K 250LM 270Degr.RA97 (12 | 1558) | CIVILIGHT 2 artikel(en) |

5. In the left-hand column, click on the product class description of the product:



6. This will take you to the corresponding Product Class on the ETIM website, where you can check if this is the correct class for your product.

<u>Tip</u>: When you find the correct ETIM class, copy the EC-**code of the class to your computer's clipboar**d, using **CTRL-C**.