



Quick Sample User Guide V8

CONFIDENTIAL

DO NOT COPY OR RE-DISTRIBUTE WITHOUT PRIOR
WRITTEN CONSENT FROM GERBER TECHNOLOGY LLC.

YuniquePLM ©2019 Gerber Technology LLC

The information in this document is copyright protected. No part of this manual may be copied or reproduced in any form without prior written consent from Gerber Technology LLC.

GERBER TECHNOLOGY LLC SHALL NOT BE LIABLE FOR OPERATIONAL, TECHNICAL OR EDITORIAL ERRORS/OMISSIONS MADE IN THIS MANUAL.

The information in this document may be subject to change without prior notice. YuniquePLM is a registered trademark of Gerber Technology LLC.



500 7th Avenue, New York, NY 10018

Customer Service Center

USA, 1-212-868-7795 or 1.800.321.2448

International 1.860.871.8082

CONFIDENTIAL

DO NOT COPY OR RE-DISTRIBUTE WITHOUT PRIOR WRITTEN CONSENT FROM GERBER TECHNOLOGY LLC.

Contents

Quick Sample Overview	1
Search.....	1
View	2
Help.....	4
Creating a Quick Sample	5
Linking an AccuMark Model	7
Add Attachments	8
Editing a Quick Sample	9
Modifying the Sample Header Attributes.....	9
Trade Partner Management	10
Requesting Additional Samples	11
Editing a Quick Sample’s Submit Status.....	13
AccuMark Model.....	14
Adding a POM Template.....	16
Editing the Measurement Specifications.....	18
How to Measure	23
Attached Files.....	24
Uploading and Launching 3D Viewer.....	26
Uploading Sample Photos.....	28
Using the Markup Tool.....	30
Comments.....	31
Print Preview Options	34
Change Log.....	36

CONFIDENTIAL

DO NOT COPY OR RE-DISTRIBUTE WITHOUT PRIOR WRITTEN CONSENT FROM GERBER TECHNOLOGY LLC.

Quick Sample Overview

The Quick Sample module provides access to quickly and easily request a sample in a few steps without creating a style. Also, users can view and manage virtual samples with the Gerber 3D Viewer and directly integrate with AccuMark. This document is applicable for both YuniquePLM V8 and Yunique Sample Manager.

1. From the main screen, scroll down and select **Quick Sample**. Its drop-down opens.
2. Select **Quick Sample Search** to locate a particular quick sample using the *search* or *view* filters.

The screenshot shows the 'Quick Sample' interface. On the left is a dark navigation menu with 'Quick Sample' highlighted. A red box highlights the 'Hamburger Menu' icon in the top left of the main content area. A callout box points to this icon with the text: 'Hamburger Menu Click to hide or reveal the left navigation menu.' The main content area displays a table of 45 records with columns: Partner, Description, Product Category, Size Class, Size Range, Main Material, Color, Fit Sample, Proto Sample, and Virtual Sample.

Partner	Description	Product Category	Size Class	Size Range	Main Material	Color	Fit Sample	Proto Sample	Virtual Sample
Yunique Agent	ALINE Black and White								NO DATE (1)
Yunique Agent	Aline Sample								NO DATE (1)
Yunique Agent	ANS Pant	Bottoms	Mens	0 - 20					10/25/2018 (2)
Agent	Apron				cotton poly	blue, white	NO DATE (1)		
Yunique Factory	Beanie2	Outerwear	Mens	XS - XL			10/19/2018 (2)		NO DATE (1)
Yunique Agent	CE Test Sample						NO DATE (1)		
Yunique Agent	Christas	Bottoms	Boy	XS - XL			10/25/2018 (2)		
Yunique Factory	concord jacket						NO DATE (1)		
Yunique Factory	concord jacket	Woven Tops	Missy	0 - 20	100% polyester	black			NO DATE (1)

Search

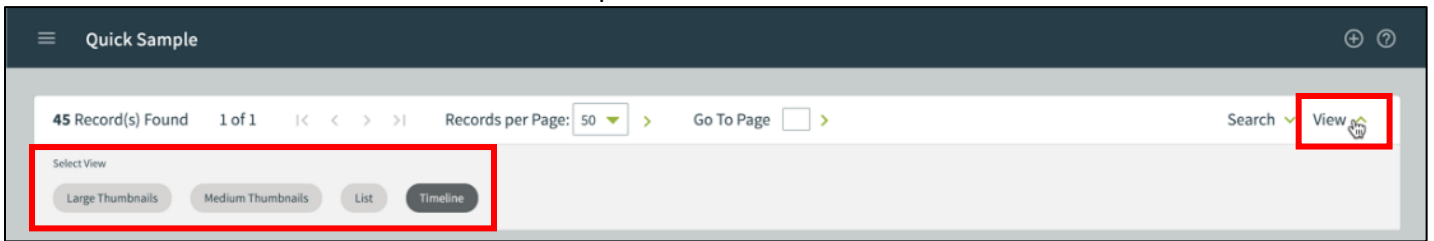
The *Search* panel allows users to locate a specific quick sample by using the search filters or browsing through pages. Press the **Search** arrow to reveal the hidden search fields. A frequented search can be saved for future use by defining the *search fields*, entering a *search name* then pressing **Save and Search**.

The screenshot shows the 'Search' panel. At the top, it displays '45 Record(s) Found' and '1 of 1' pages. Below this are various search filters: Sample Type, Sample Status, Sample Due Date, Assigned To, Description, Style Category, Size Class, Size Range, Partner, Main Material, Color, and Sample No. A red box highlights the 'Search' button. Another red box highlights the 'Enter a new search name' input field and the 'SAVE AND SEARCH' button.

Quick Sample User Guide V8.0

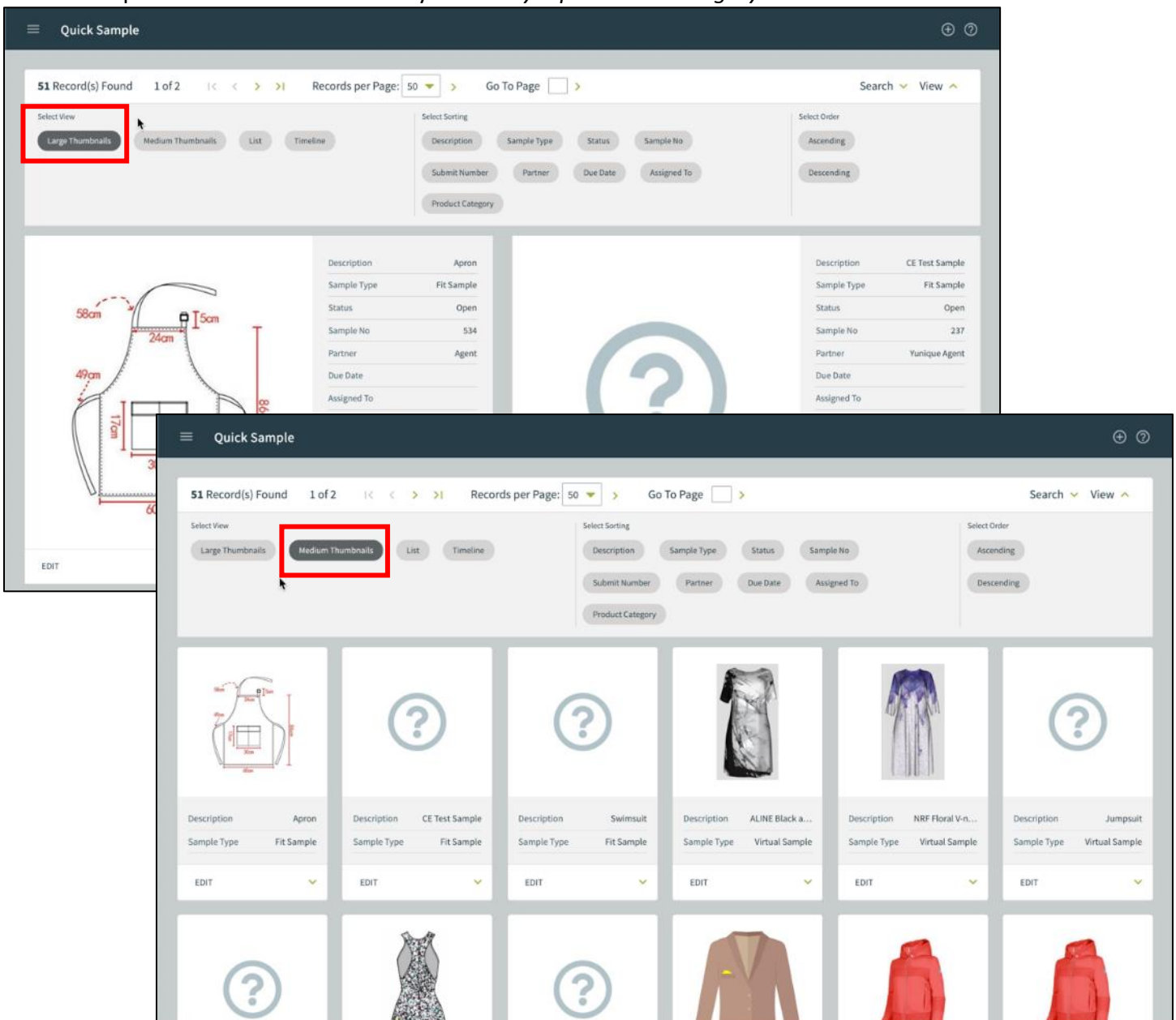
View

The Quick Sample can be viewed in multiple ways using the view panel; Large or Medium Thumbnails, List or Timeline. Click the **View arrow** to reveal multiple views.



Large & Medium Thumbnail View

Both views provide users with the ability to *sort by a particular category* or *select an order*.



List & Timeline Views

Each view offers users a different perspective. The List view displays sample workflows individually, whereas the Timeline groups sample workflows by product. Both views provide users with the ability to *sort the listing by column*, while the List view provides the option to include a *small thumbnail* and *export the list to excel*.

The screenshot displays the 'Quick Sample' application interface. The top navigation bar includes a menu icon, the title 'Quick Sample', and utility icons for zoom, help, and download. The main content area shows a list of sample records with columns for Image, Description, Sample Type, Status, Sample No, and Product Category. A 'Select View' dropdown is set to 'List', with 'List' and 'Timeline' buttons visible. A callout box titled 'Excel Export' points to a download icon in the top right, with the text 'Select to export the list to an .xls file.' Another callout box titled 'List Thumbnail' points to a thumbnail icon in the top right, with the text 'Click to include thumbnails in the List.'

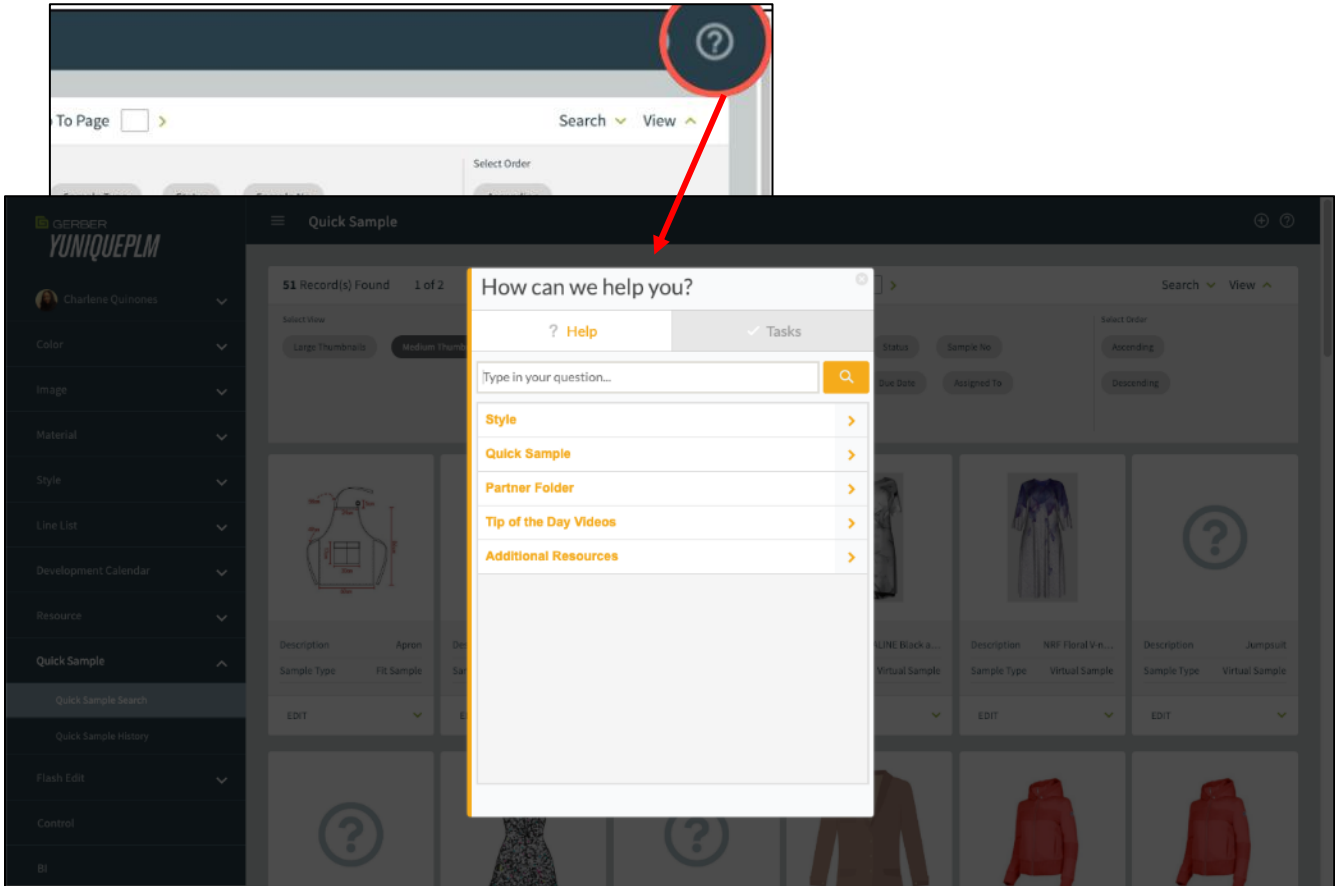
The Timeline view is shown below, with the 'Timeline' button selected in the 'Select View' dropdown. It displays a table of sample records grouped by product category.

Partner	Description	Product Category	Size Class	Size Range	Main Material	Color	Fit Sample	Proto Sample	Virtual Sample
Yunique Agent	ALINE Black and White								NO DATE (1)
Yunique Agent	Aline Sample								NO DATE (1)
Yunique Agent	ANS Pant	Bottoms	Mens	0 - 20					10/25/2018 (2)
Agent	Apron				cotton poly	blue, white	NO DATE (1)		
Yunique Factory	Beanie2	Outerwear	Mens	XS - XL			10/19/2018 (2)		NO DATE (1)
Yunique Agent	CE Test Sample						NO DATE (1)		
Yunique Agent	Christas	Bottoms	Boy	XS - XL			10/25/2018 (2)		
Yunique Factory	concord jacket						NO DATE (1)		
Yunique Factory	concord jacket	Women Tops	Misex	0 - 20	100%	black			NO DATE (1)

Quick Sample User Guide V8.0

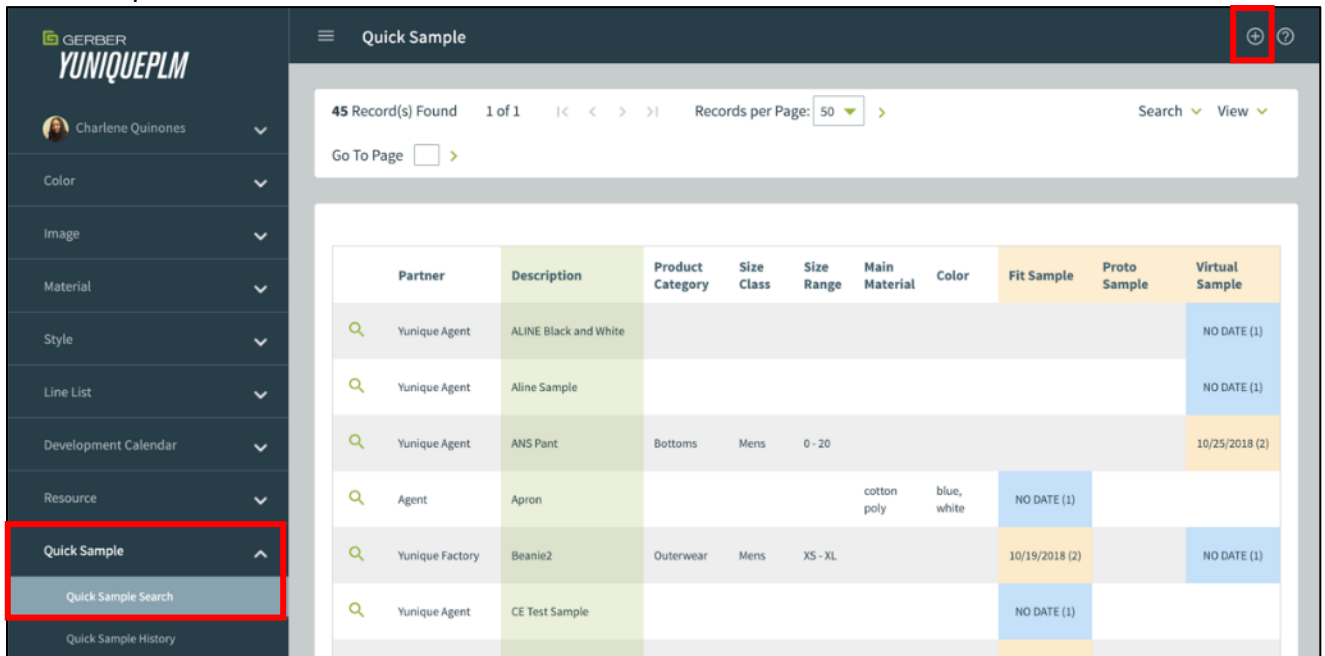
Help

Several areas of the application such as the Style Folder, Quick Sample and Partner Folder have access to smart guides within the Help menu. Click on the **help** icon (question mark) within the upper right-hand corner. A help menu opens listing areas containing Smart Guides or tutorials for new areas in the system. Select a smart guide for step-by-step guidance in certain areas throughout the application.

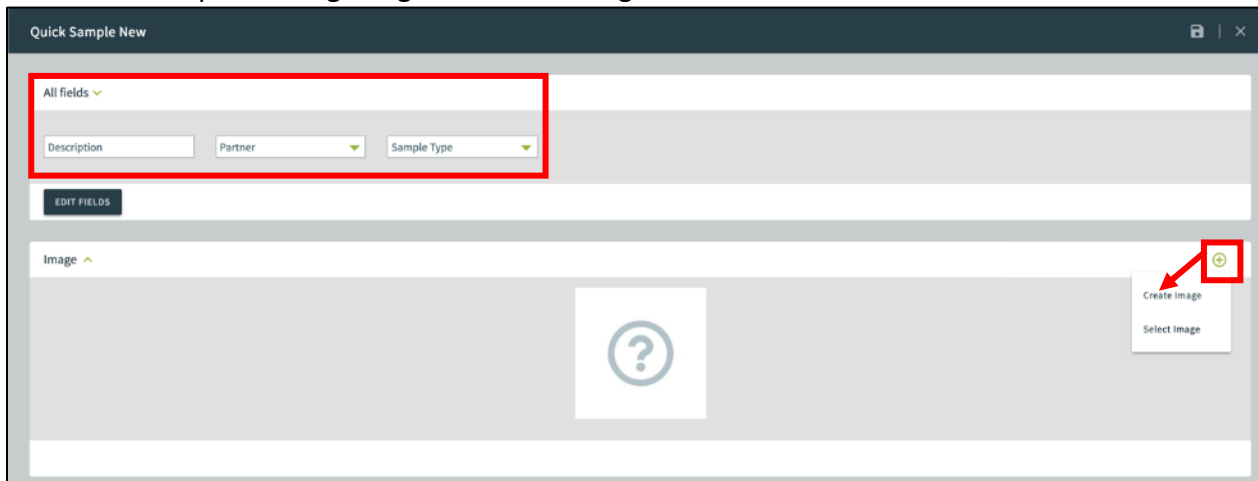


Creating a Quick Sample

1. Within the *Quick Sample Search* page, click **add quick sample** on the upper right-hand corner. A new window opens.

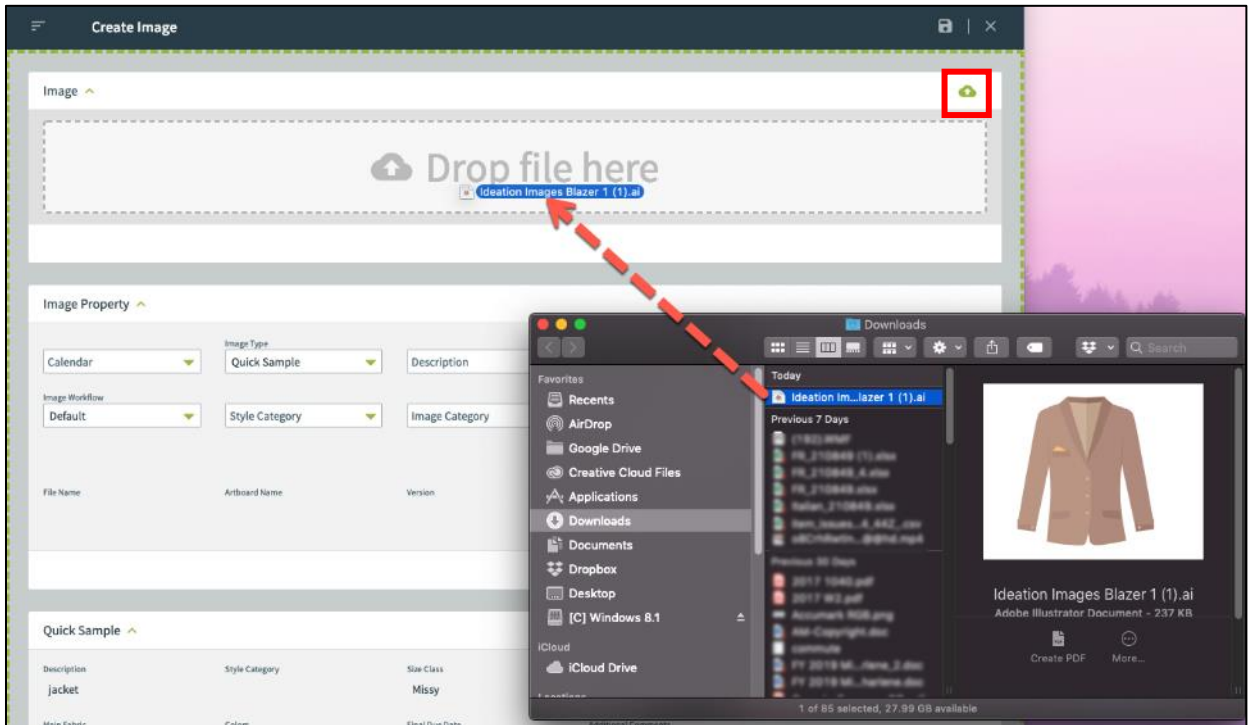


2. Users have the option to click on the *All fields* arrow to reveal additional attributes or modify the existing fields by entering a **Description**, selecting a **Partner** from the Partner list and selecting a **Type** from the Sample Type list.
3. Click the **plus sign**, located within the *Image* area, to add a photo to the quick sample. A drop-down menu reveals two options to add an image; *Create Image* and *Select Image*. The Create Image area allows users to locate an image within their computer for upload while the Select Image area allows users to select preexisting images from the Image Folder.

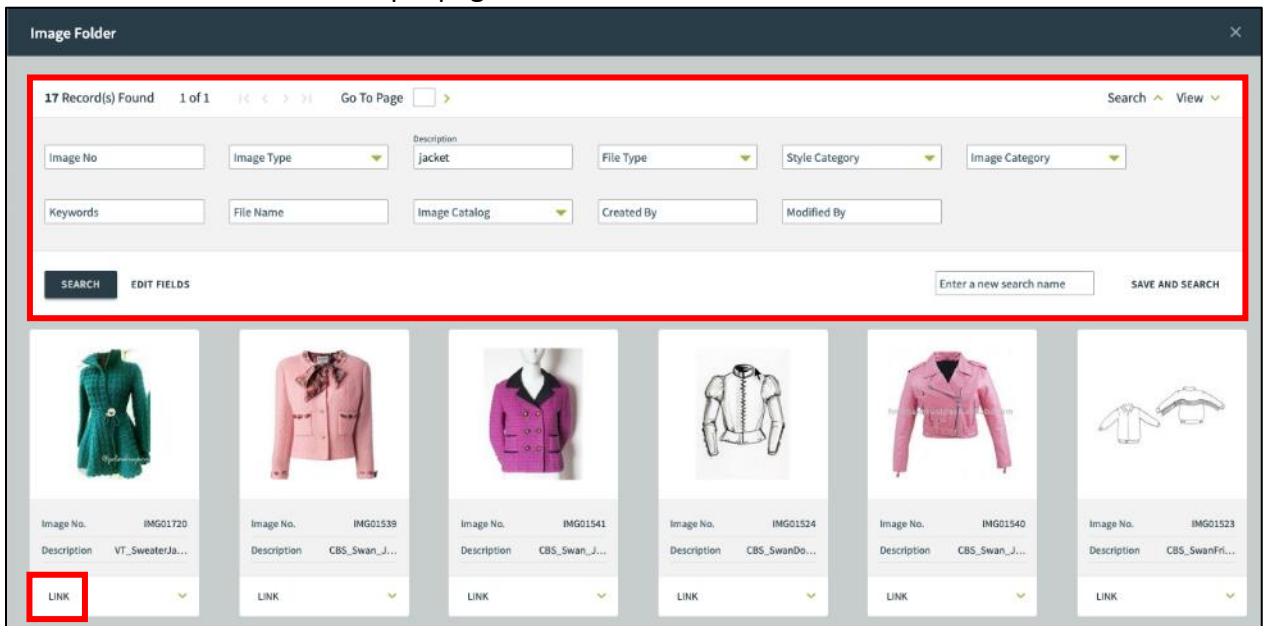


Quick Sample User Guide V8.0

- **Create Image** opens a window allowing the user to *drag and drop a file* or search their computer using the **cloud icon**. The image populates the *Drop file here* area. Press **save** to keep and return to the new Quick Sample page.



- **Select Image** opens the Image Folder where the user can *search* for a specific image already uploaded to YuniquePLM and **link** the image to the quick sample. The Image Folder closes and returns to the new Quick Sample page.



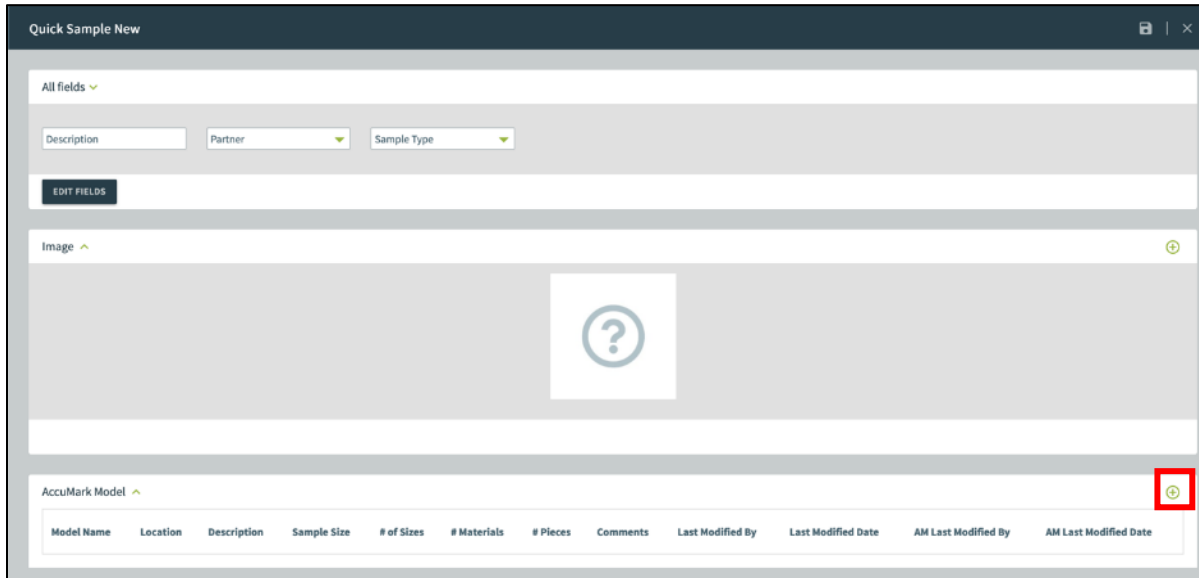
4. The user is returned to the Quick Sample page once an image is uploaded or selected.

Quick Sample User Guide V8.0

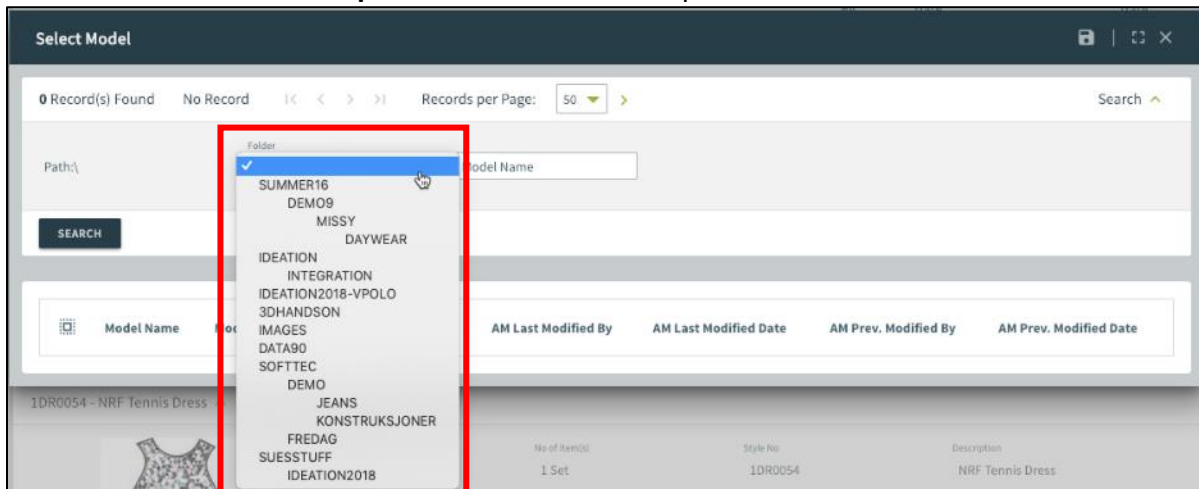
Linking an AccuMark Model

AccuMark users can link a model to YuniquePLM within the Quick Sample creation and editing pages. Linking a model is an optional step and requires AccuMark Integration.

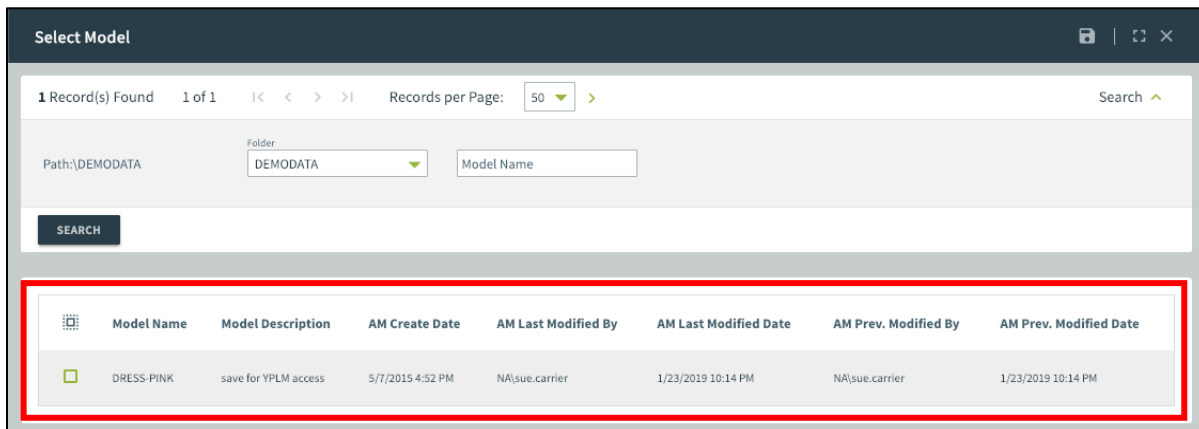
1. Press the **plus sign** to add an AccuMark Model.



2. Select an **AccuMark folder path** from the Folder drop-down field.



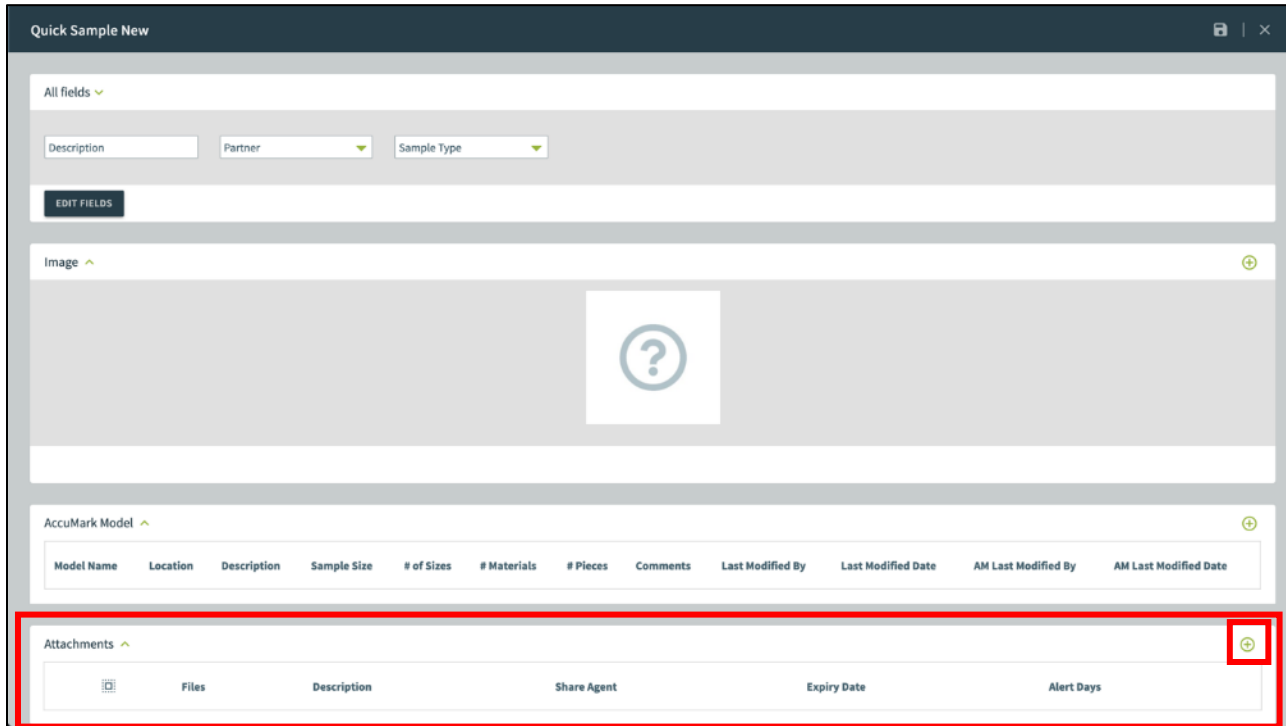
3. Select a **model** from the searched list.



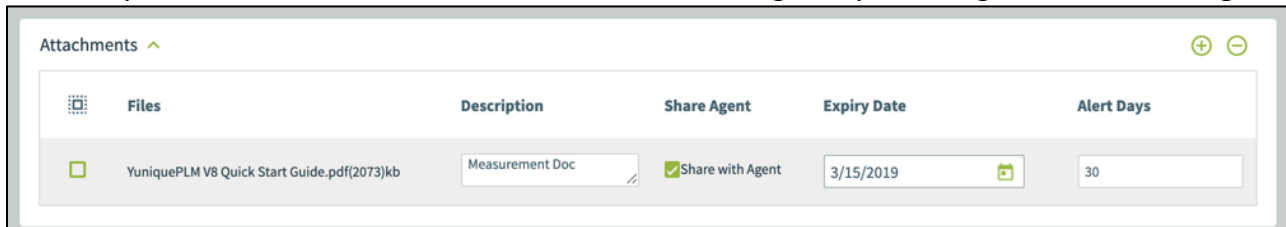
Add Attachments

Upload additional files associated with this Quick Sample for later reference. This might include a tech pack, additional images or documents that help define the sample you are trying to have made.

1. Press the **plus sign** to add an attachment.



2. The computer's folder structure opens separately allowing the user to locate the desired file for upload.
3. Once the file has uploaded, add a **Description**, **Expiry Date** and **Alert Days**. Also, be sure to check whether you would like to share the attachment with the agent by selecting **Share with the Agent**.

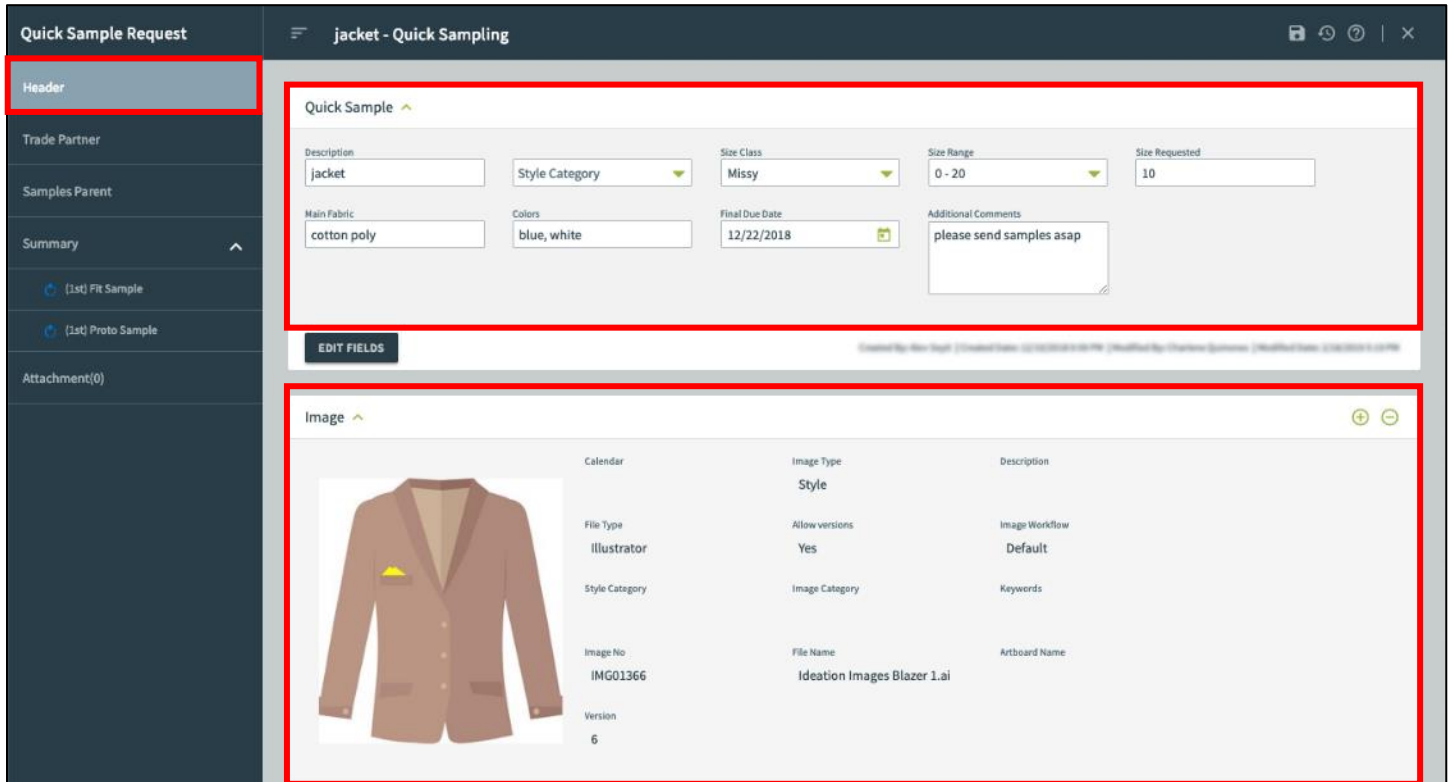


4. Press **save**, and the Quick Sample opens a new window allowing for further edits.

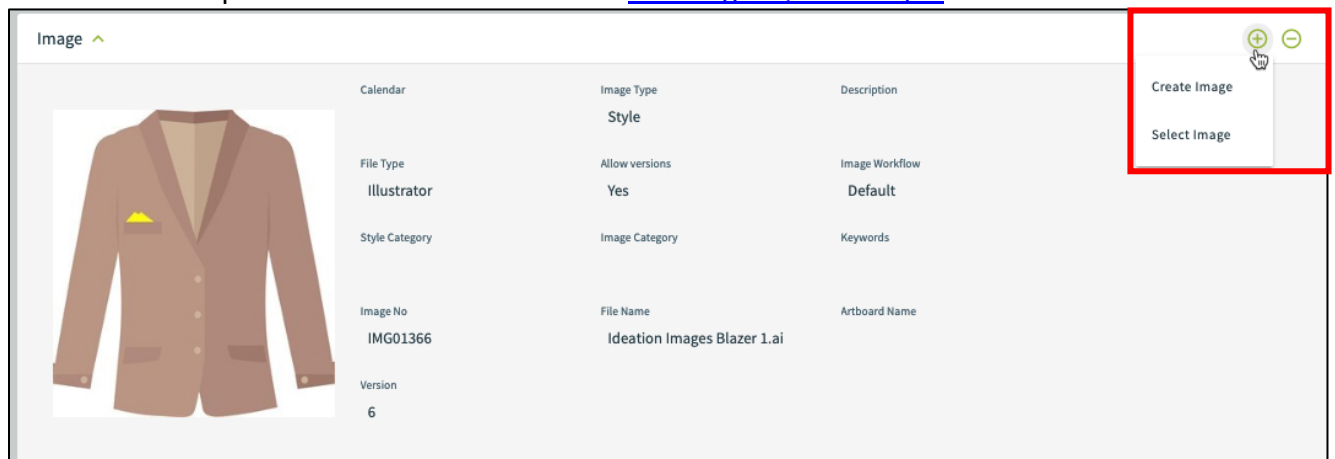
Editing a Quick Sample

Modifying the Sample Header Attributes

The *Header* is shown after creating a new sample allowing users to modify the sample attributes and add an image.



1. Modify any of the sample's attributes then click **save** (the disk in the upper-right corner) when done.
2. Users can also add an image to identify the sample using the plus sign within the *Image* area. Click the **plus sign** to reveal a drop-down menu with two options: *Create Image* or *Select Image*. These options follow the same procedure as stated within the [Creating a Quick Sample](#) section.



Trade Partner Management

The *Trade Partner* management page allows users to select a trade partner, add a vendor, factory and share a sample with the specified agent.

****Note:** Please note Quick Samples are not available in SRMOn at this time.

1. Click on **Trade Partner**.
2. The previously selected agent is listed along with their contact information within the *Yunique Agent* area. Select the **green arrow** to hide or reveal partner details. You can also choose to **share a sample with the agent** by checking its respective box. By default, the sample request is shared with the level one partner (in this case, it is the **Agent**). The option is checked once the sample request is generated.
3. Select a **vendor** and **factory** from each of their respective drop-down fields, if needed.

Quick Sample Request

Header

Trade Partner

Samples Parent

Summary ^

[\(1st\) Fit Sample](#)

[\(1st\) Proto Sample](#)

Attachment(0)

jacket - Trade Partner

Yunique Agent ^

Share Sample with Agent

Partner Code	Partner Name	Country	City	State
0001	Yunique Agent	USA	New York City	New York

Phone No.	Active	Direct
	Yes	Yes

Add Vendor ^

Add Vendor: Yunique Vendor

Partner Code	Partner Name	Country	City	State
0002	Yunique Vendor	BRAZIL	City Place	Top State

Phone No.	Active	Direct
	Yes	Yes

Add Factory ^

Add Factory: Add Factory

Quick Sample ^

Description	Style Category	Size Class	Size Range	Size Requested
jacket		Missy	0 - 20	10

Main Fabric	Colors	Final Due Date	Additional Comments
cotton poly	blue, white	12/22/2018	please send samples asap

Created By: Alev Seyit | Created Date: 12/16/2018 9:59 PM | Modified By: Charlene Quinones | Modified Date: 2/18/2019 5:19 PM

4. Press **save** to keep any changes.

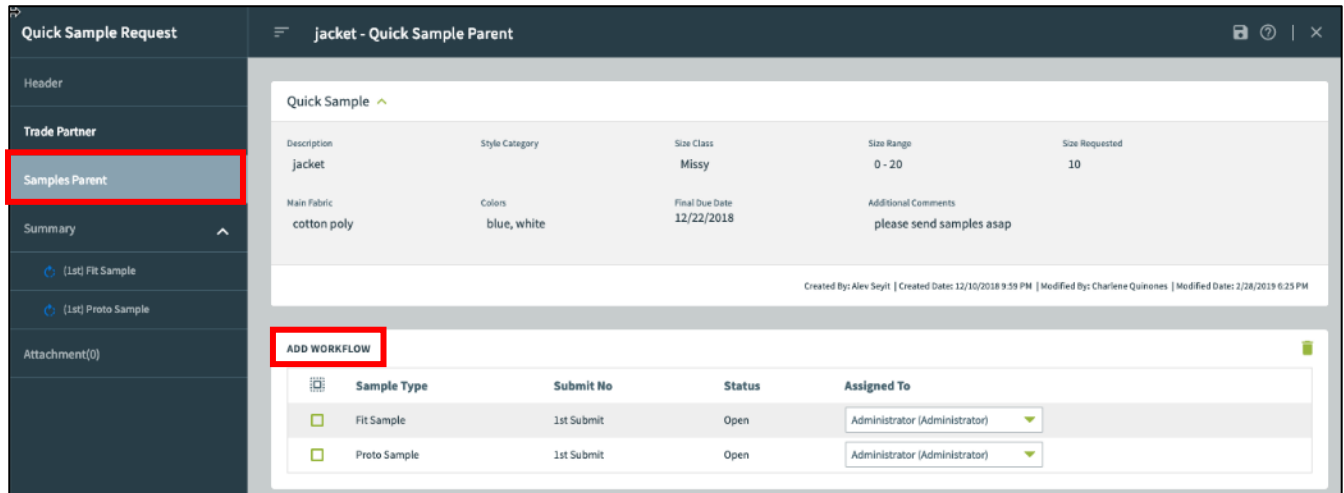
{ 10 }

Quick Sample User Guide V8.0

Requesting Additional Samples

Users can request multiple samples such as *Fit*, *Proto* or *Virtual* within the *Samples Parent* area. New sample types can be created within the *Admin > Type Management* area under Quick Sample Requests.

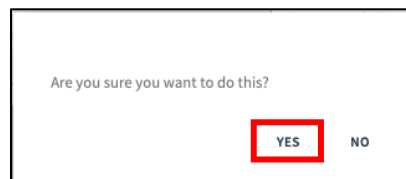
1. Click on **Samples Parent**.
2. Select the **Add Workflow** button.



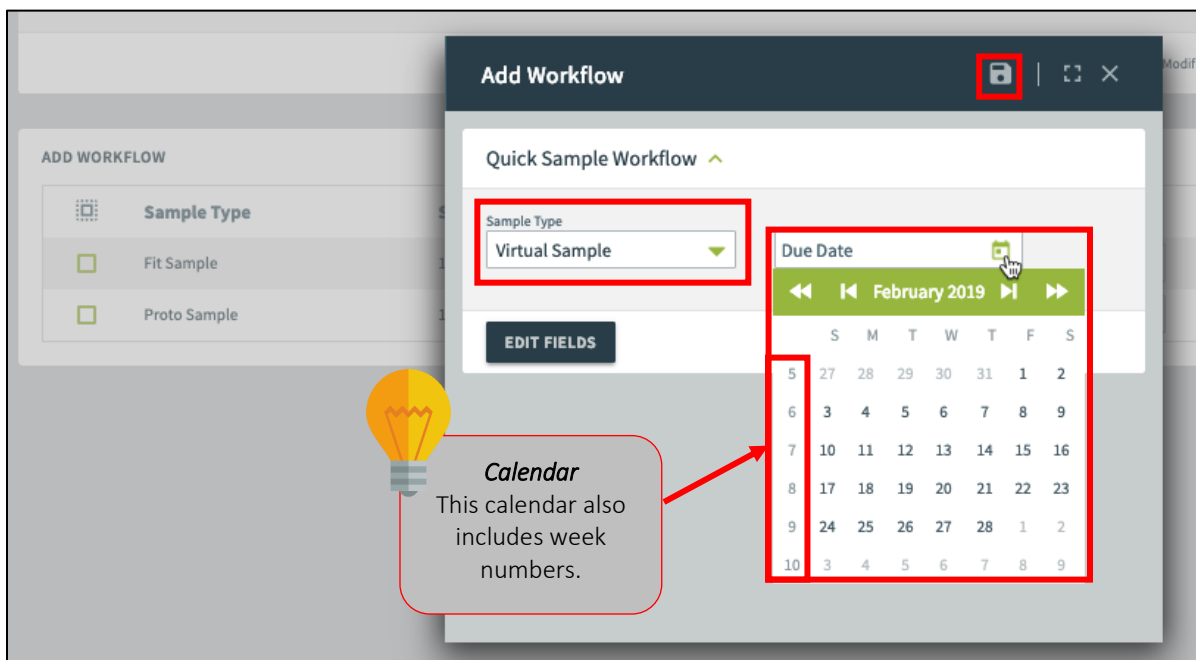
The screenshot shows the 'Quick Sample Request' interface for a 'jacket - Quick Sample Parent'. The left sidebar has 'Samples Parent' highlighted. The main content area shows details for the jacket, including Description, Style Category, Size Class, Size Range, Size Requested, Main Fabric, Colors, Final Due Date, and Additional Comments. Below this, the 'ADD WORKFLOW' button is highlighted, and a table shows existing workflow items:

Sample Type	Submit No	Status	Assigned To
Fit Sample	1st Submit	Open	Administrator (Administrator)
Proto Sample	1st Submit	Open	Administrator (Administrator)

3. A confirmation message opens. Press **Yes** to confirm.



4. The *Add Workflow* window opens. Click the **Sample Type** drop-down to choose from the *fit*, *proto* or *virtual* sample.
5. Select a date from the **Due Date** drop-down.
6. Click **save** to keep the addition, and the window closes. The new sample type populates the Workflow area.



The screenshot shows the 'Add Workflow' window. The 'Sample Type' drop-down is set to 'Virtual Sample'. The 'Due Date' drop-down is open, showing a calendar for February 2019. A lightbulb icon and a callout box point to the calendar:

Calendar
This calendar also includes week numbers.

S	M	T	W	T	F	S
5	27	28	29	30	1	2
6	3	4	5	6	7	8
7	10	11	12	13	14	15
8	17	18	19	20	21	22
9	24	25	26	27	28	1
10	3	4	5	6	7	8

7. Click on the **Assigned To** drop-down and select an assignee.

ADD WORKFLOW

Sample Type	Submit No	Status	Assigned To
Fit Sample	1st Submit	Open	Administrator (Administrator)
Proto Sample	1st Submit	Open	Administrator (Administrator)
Virtual Sample	1st Submit	Open	Charlene Quinones

Delete Sample Workflows
Remove one or all samples by selecting their checkbox and press the **trash** icon.

8. Click **save** and **close**.

jacket - Quick Sample Parent

Quick Sample ^

Description	Style Category	Size Class	Size Range	Size Requested
jacket		Missy	0 - 20	10
Main Fabric	Colors	Final Due Date	Additional Comments	
cotton poly	blue, white	12/22/2018	please send samples asap	

Created By: Alev Seyit | Created Date: 12/10/2018 9:59 PM | Modified By: Charlene Quinones | Modified Date: 2/28/2019 6:25 PM

ADD WORKFLOW

Sample Type	Submit No	Status	Assigned To
Fit Sample	1st Submit	Open	Administrator (Administrator)



Need an additional Sample Type Workflow?

Navigate to the *Admin > Type Management > Quick Sample Request* area and create additional workflows.

Administrator

Quick Sample Request Types

54 Record(s) Found 1 of 2 |< >| Records per Page: 50 >

Sample Workflow Name: Active

SEARCH

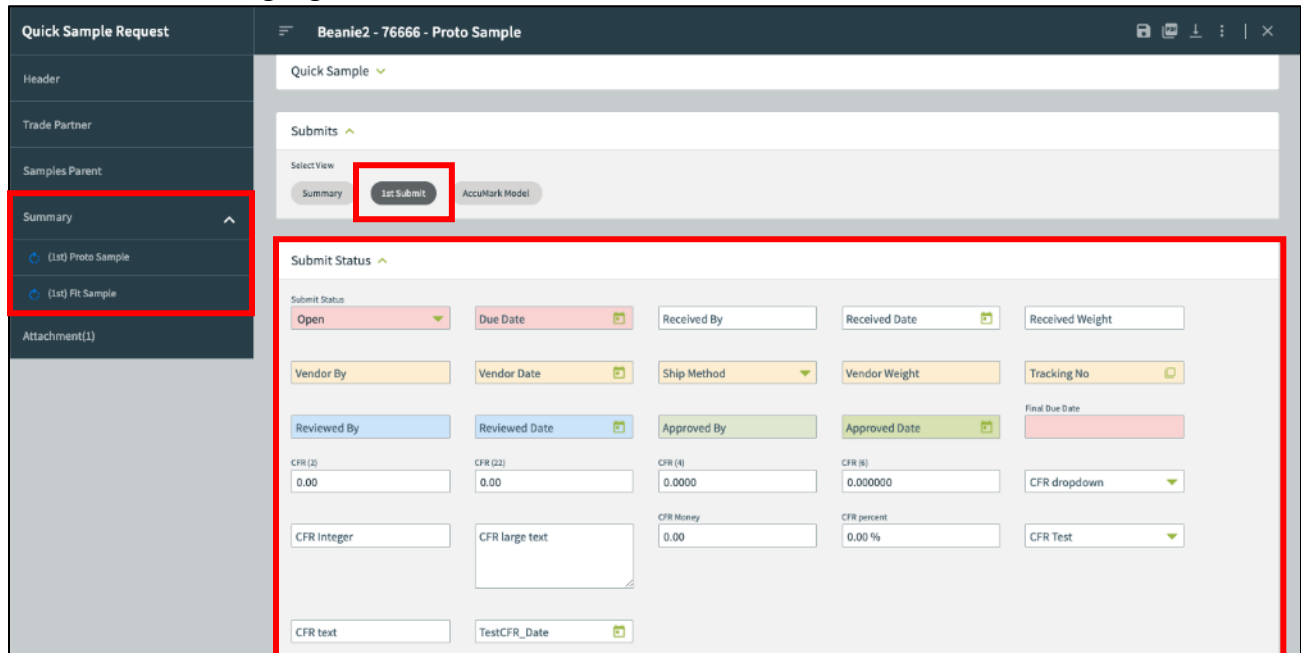
Sample Workflow Name	Modified By	Modified Date
@Fit SampleFit SampleFit Sample@@@	Ekaterina Polyakova	2/26/2019 11:18 AM
1Fit1	1_Anastasia Prylypko	2/26/2019 11:18 AM
Fit SampleCopy	Ekaterina Polyakova	2/26/2019 11:18 AM
22	Ekaterina Polyakova	2/26/2019 11:02 AM
2234	Ekaterina Polyakova	2/26/2019 11:02 AM
1Fit	1_Anastasia Prylypko	2/26/2019 11:08 AM
1_Proto Sample	Ekaterina Polyakova	2/26/2019 10:33 AM

Quick Sample User Guide V8.0

Editing a Quick Sample's Submit Status

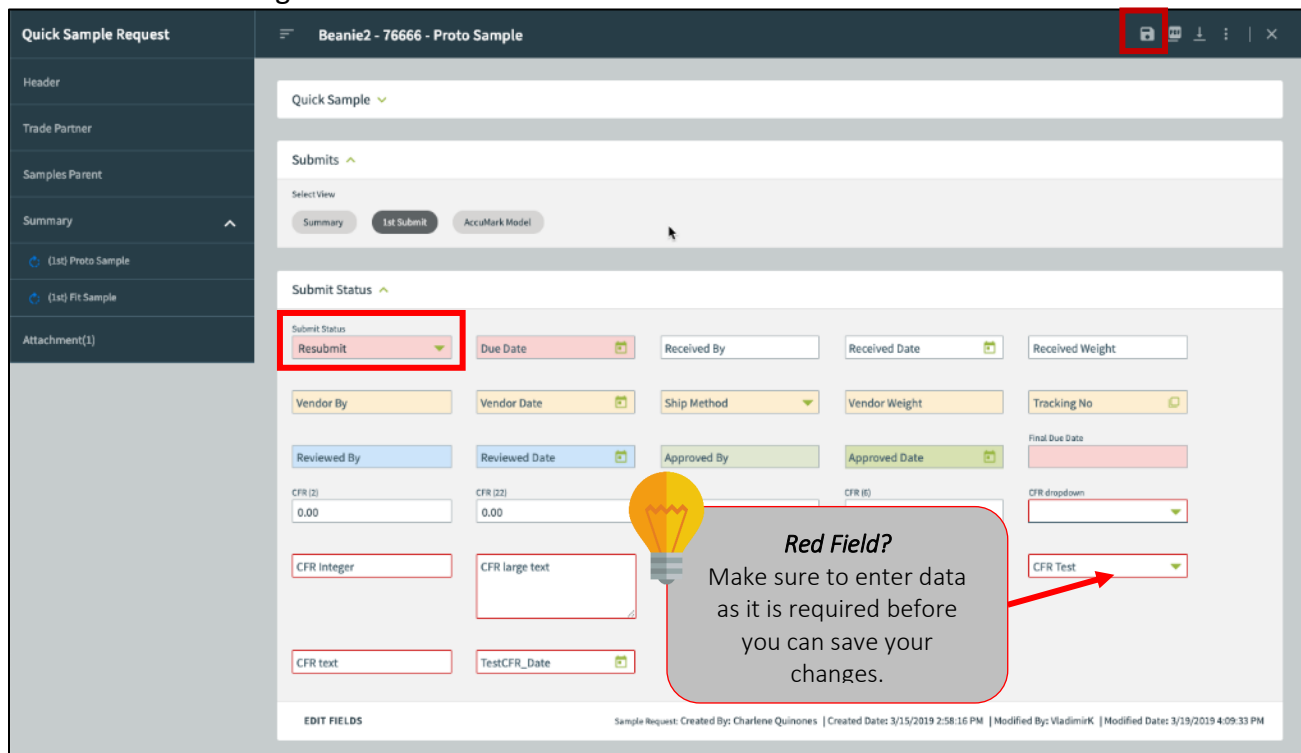
The Quick Sample is now ready to be submitted to the trade partner.

1. Click on **Summary**.
2. Select a **Sample type** under the Summary heading such as (1st) Proto Sample.
3. The *Submits* area highlights the 1st submit and the *Submit Status* fields are available to edit.



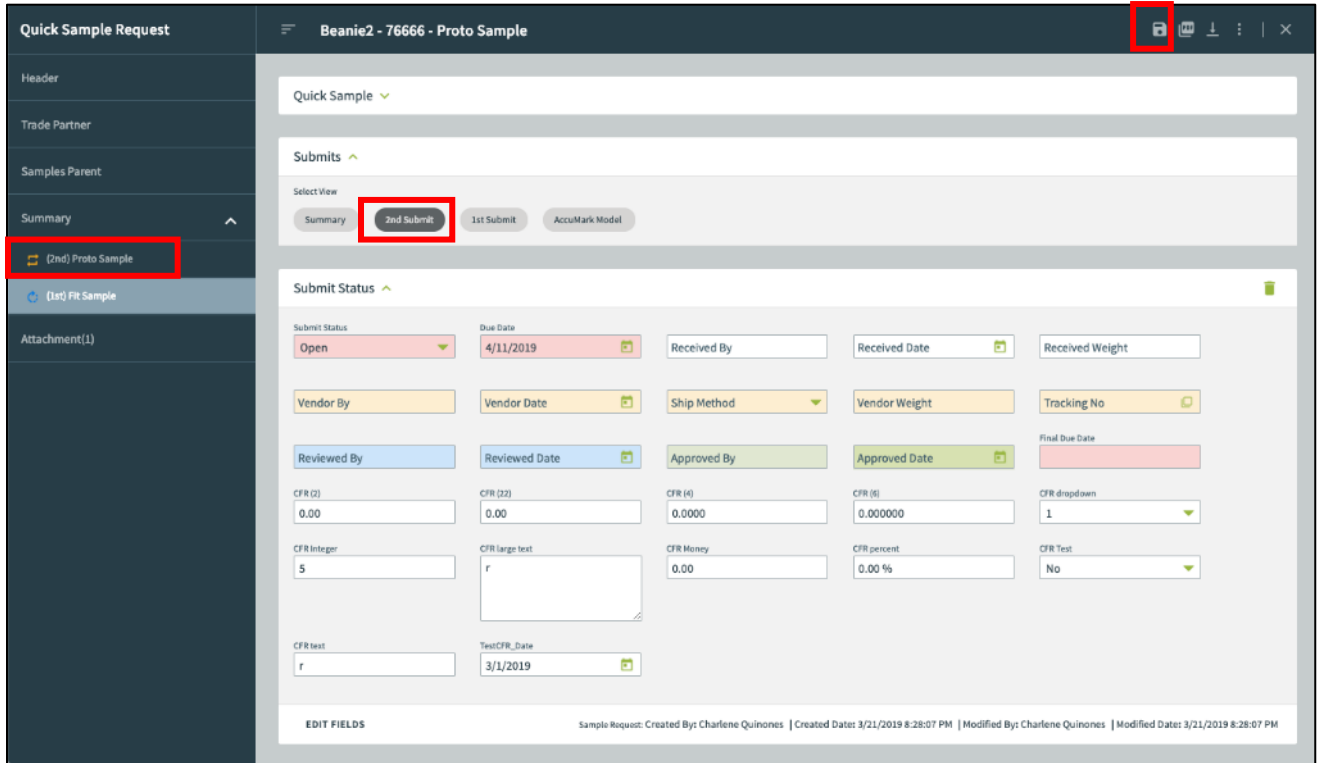
The screenshot shows the 'Quick Sample Request' interface for 'Beanie2 - 76666 - Proto Sample'. The left sidebar has 'Summary' selected. The main area shows the 'Submits' section with '1st Submit' selected. The 'Submit Status' field is highlighted with a red box and is currently set to 'Open'. Other fields include Due Date, Received By, Received Date, Received Weight, Vendor By, Vendor Date, Ship Method, Vendor Weight, Tracking No, Reviewed By, Reviewed Date, Approved By, Approved Date, Final Due Date, CFR (2), CFR (22), CFR (4), CFR (6), CFR dropdown, CFR Integer, CFR large text, CFR Money, CFR percent, CFR Test, CFR text, and TestCFR_Date.

4. The Submit Status field contains different statuses for users to choose from such as *Open*, *Resubmit*, *Approval with Corrections*, *Approved* and *Dropped*. The trade partner is notified once the status is selected and saved. Select the **Resubmit** option from the *Submit Status* drop-down list then press **save**. A 2nd submit is generated.



The screenshot shows the 'Quick Sample Request' interface for 'Beanie2 - 76666 - Proto Sample'. The left sidebar has 'Summary' selected. The main area shows the 'Submits' section with '1st Submit' selected. The 'Submit Status' field is highlighted with a red box and is currently set to 'Resubmit'. A callout box with a lightbulb icon says 'Red Field? Make sure to enter data as it is required before you can save your changes.' with an arrow pointing to the 'CFR Test' field. The 'Save' button in the top right corner is also highlighted with a red box.

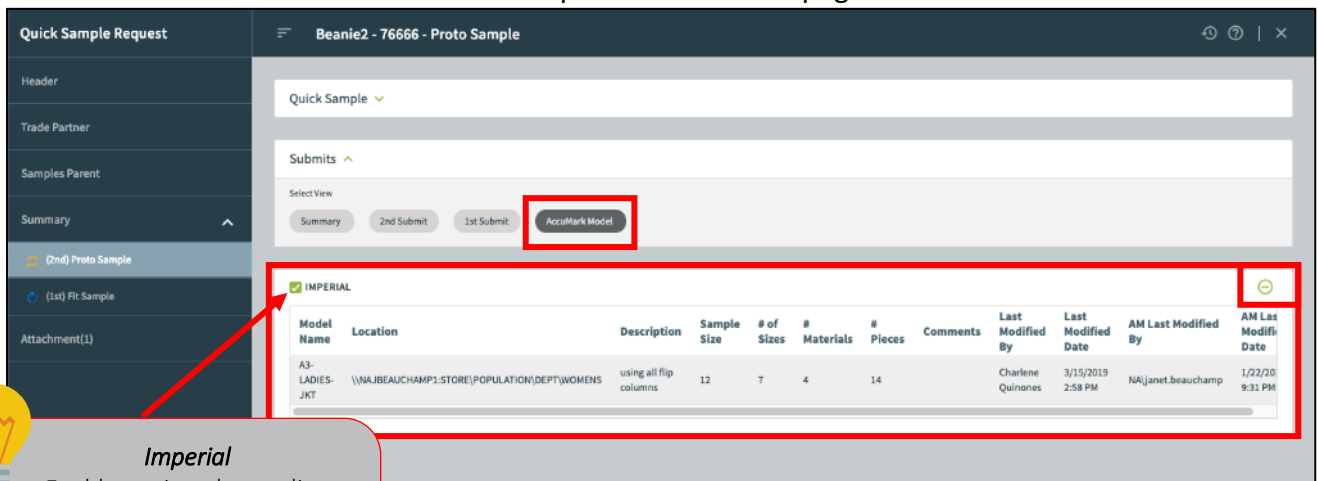
- A **2nd Submit tab** appears for this particular workflow item. Make any necessary changes then press **save**.



AccuMark Model

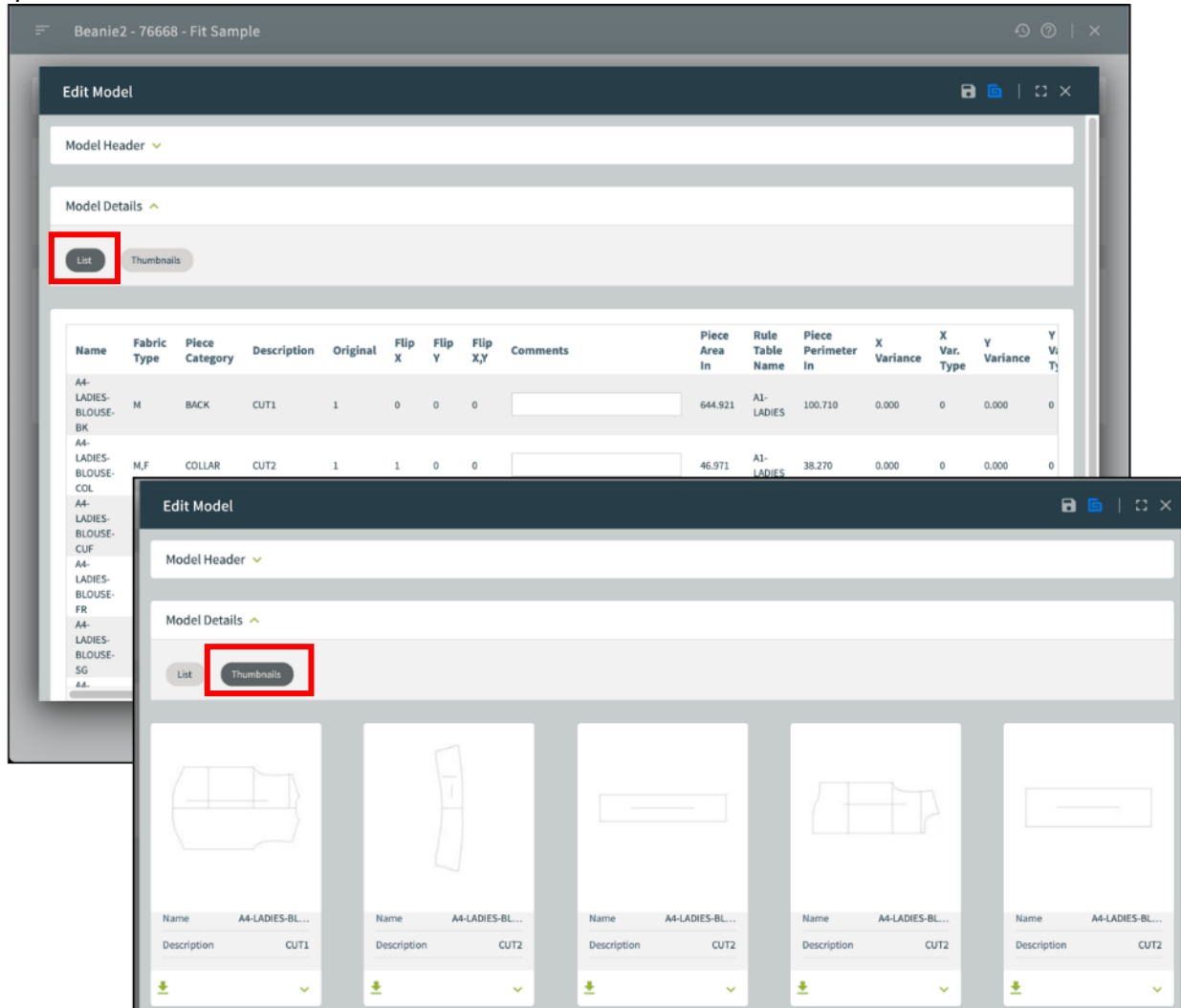
The AccuMark Model can be added, viewed and edited within the sample workflow page. Previously, the user had the option to link an AccuMark model while creating a Quick Sample and can now proceed to make any modifications. If you need to link a model, please refer to the [Linking an AccuMark Model](#) section.

- Click on the **AccuMark Model** link within the *Submits* area.
- Click on the **linked model** listed below to open its *Edit Model* page.

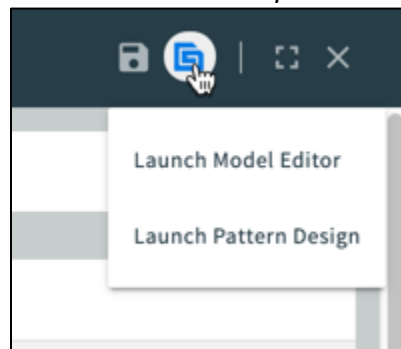


Imperial
 Enable to view the grading increments in Imperial (inches) or uncheck to view in Metric (millimeters).

- The *Edit Model* page displays the *Model Header* and *Model Details* sections. Within the *Model Details* area, a user can choose between **List** and **Thumbnail** view. The *list* view offers users the option to add comments to a particular model, while the *thumbnail* view allows users to download the .wmf file to open and edit within Adobe Illustrator.



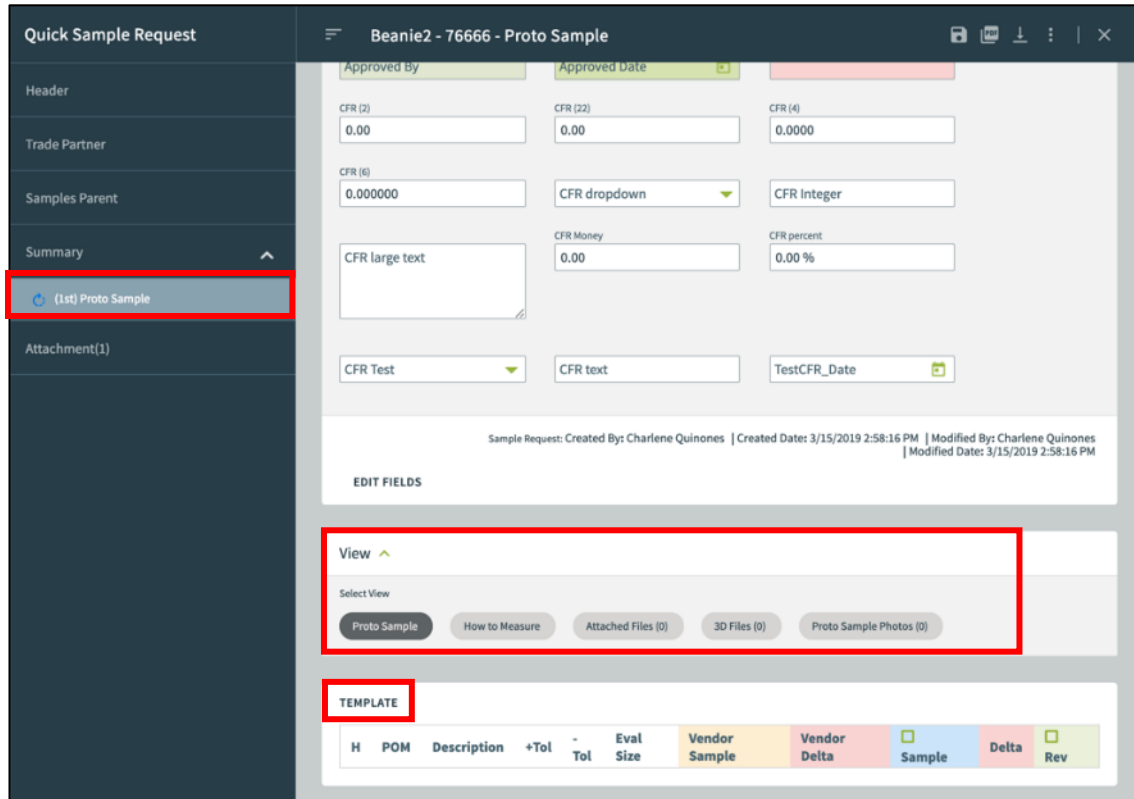
- The *Edit Model* window also provides a direct link to launch the **AccuMark Model Editor** and **Pattern Design** software. *Please note: An AccuMark license is required to access the software.*



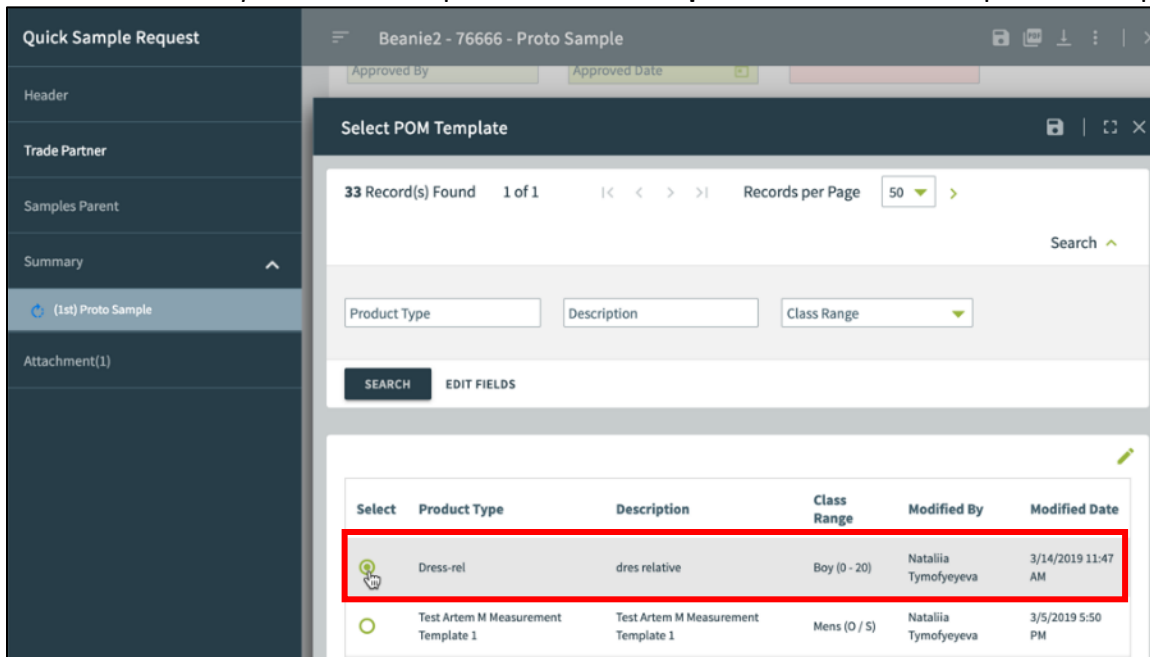
Adding a POM Template

When working with a physical sample vs a virtual sample, the user can add a template to a sample request to track Point of Measurement sizes requested vs what was received.

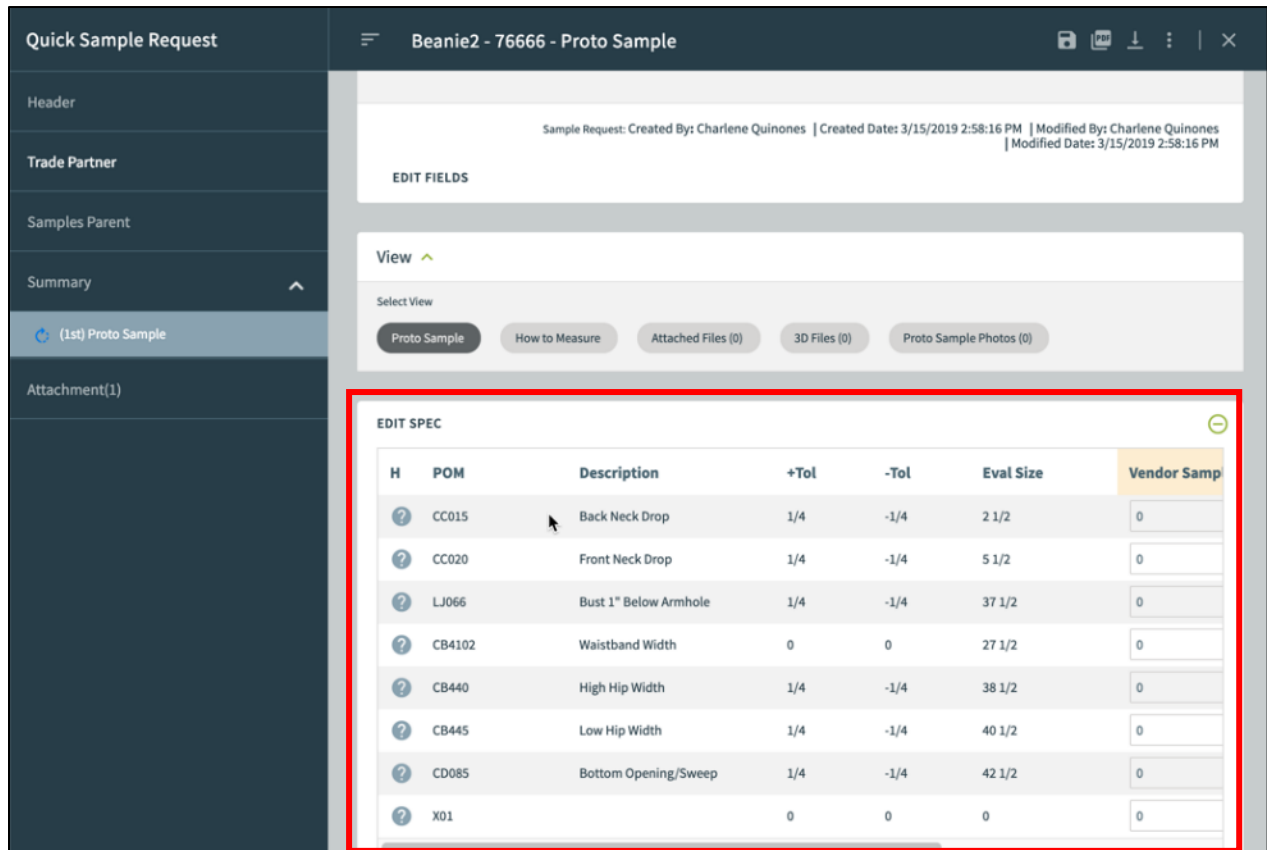
1. Click on the **(1st) Sample** listed under the Summary tab.
2. Ensure the **View** area has the **sample** selected, *Proto Sample* as shown below, and then click on **Template**.



3. A *Select POM Template* window opens. Select a **template** to use for the requested sample.



- Press **save** to keep the POM template. The window closes and returns to the (1st) sample. The POM is now visible with various measurements.



The screenshot shows the 'Quick Sample Request' interface for 'Beanie2 - 76666 - Proto Sample'. The left sidebar contains navigation options: Header, Trade Partner, Samples Parent, Summary, (1st) Proto Sample (selected), and Attachment(1). The main content area shows the 'EDIT FIELDS' section and a 'View' dropdown menu with options: Proto Sample (selected), How to Measure, Attached Files (0), 3D Files (0), and Proto Sample Photos (0). Below this is the 'EDIT SPEC' table, which is highlighted with a red border. The table lists various measurements with their respective tolerances and evaluation sizes.

H	POM	Description	+Tol	-Tol	Eval Size	Vendor Samp
?	CC015	Back Neck Drop	1/4	-1/4	2 1/2	0
?	CC020	Front Neck Drop	1/4	-1/4	5 1/2	0
?	LJ066	Bust 1" Below Armhole	1/4	-1/4	37 1/2	0
?	CB4102	Waistband Width	0	0	27 1/2	0
?	CB440	High Hip Width	1/4	-1/4	38 1/2	0
?	CB445	Low Hip Width	1/4	-1/4	40 1/2	0
?	CD085	Bottom Opening/Sweep	1/4	-1/4	42 1/2	0
?	X01		0	0	0	0

Quick Sample User Guide V8.0

Editing the Measurement Specifications

The Summary page displays the development spec detail for the requested sample. In this screen, various fields of information can be entered with data such as the actual measurements of the fit process.

- **Vendor Sample** is where the measurements taken by the vendor would be entered.
- **Sample** is the column in which the technical design employee would enter the measurements once the sample is received from the vendor.
- **Sample Revisions** is the column where a new measurement value can be entered differently from what is on the original measurement page.

1. The POM template can be edited to fit the current sample request. Click **Edit Spec** to modify the POM template.

H	POM	Description	+Tol	-Tol	Eval Size	Vendor Sample	Vendor Delta	Sample	Delta	Rev
?	CC015	Back Neck Drop	1/4	-1/4	2 1/2	0		0		
?	CC020	Front Neck Drop	1/4	-1/4	5 1/2	0		0		
?	LJ066	Bust 1" Below Armhole	1/4	-1/4	37 1/2	0		0		
?	CB4102	Waistband Width	0	0	27 1/2	0		0		
?	CB440	High Hip Width	1/4	-1/4	38 1/2	0		0		
?	CB445	Low Hip Width	1/4	-1/4	40 1/2	0		0		
?	CD085	Bottom Opening/Sweep	1/4	-1/4	42 1/2	0		0		
?	X01		0	0	0	0		0		

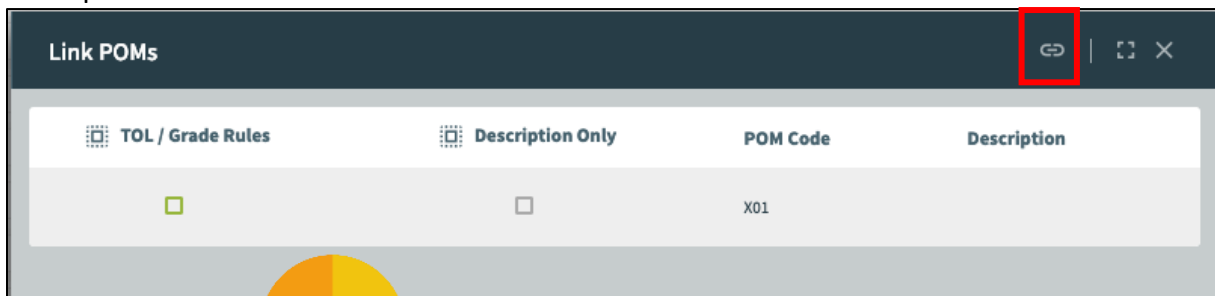
2. Each POM can now be modified to fit the sample's needs.
 - **ADD POM(S)**: Include additional POM's by selecting from 1 to up to 20 ADHOC rows, then manually enter measurements.
 - **POM LIBRARY**: Press to open an Available POM window displaying a list. Select *one or more* available POMs, and then press **add** to include in the spec.
 - **REMOVE POM**: Select the desired POM checkboxes then press **Remove POM**. Press **Yes** to confirm the POM deletion.

L	POM	Description	+Tol	-Tol	XS	S	M	L	XL	XXL	XXXL
<input type="checkbox"/>	CC015	Back Neck Drop	1/4	-1/4	-1	-1	2 1/2	1	1	0	0
<input type="checkbox"/>	CC020	Front Neck Drop	1/4	-1/4	-1	-1	5 1/2	1			
<input type="checkbox"/>	LJ066	Bust 1" Below Armhole	1/4	-1/4	-1	-1 1/4	37 1/2	1 1/2			
<input type="checkbox"/>	CB4102	Waistband Width	0	0	0	0	27 1/2	0			
<input type="checkbox"/>	CB440	High Hip Width	1/4	-1/4	-1	-1 1/4	38 1/2	1 1/2			
<input type="checkbox"/>	CB445	Low Hip Width	1/4	-1/4	-1	-1 1/4	40 1/2	1 1/2	1 1/2	0	0
<input type="checkbox"/>	CD085	Bottom Opening/Sweep	1/4	-1/4	-1	-1 1/4	42 1/2	1 1/2	1 1/2	0	0
<input type="checkbox"/>	X01		0	0	0	0	0	0	0	0	0

Note: Using the F function keys to enter fractions in all areas where measurement increments can be entered saves time.

F1 F1 = 1/8	F2 F2 = 1/4	F3 F3 = 3/8	F4 F4 = 1/2
F5 F5 = 5/8	F6 F6 = 3/4	F7 F7 = 7/8	

- **Link POM:** Click the **Link POM** button to connect a POM back to the template. Only unlinked POM(s) are available for selection. Place a checkmark to the left of the POM(s) and click the **Link** button across the top of the window.



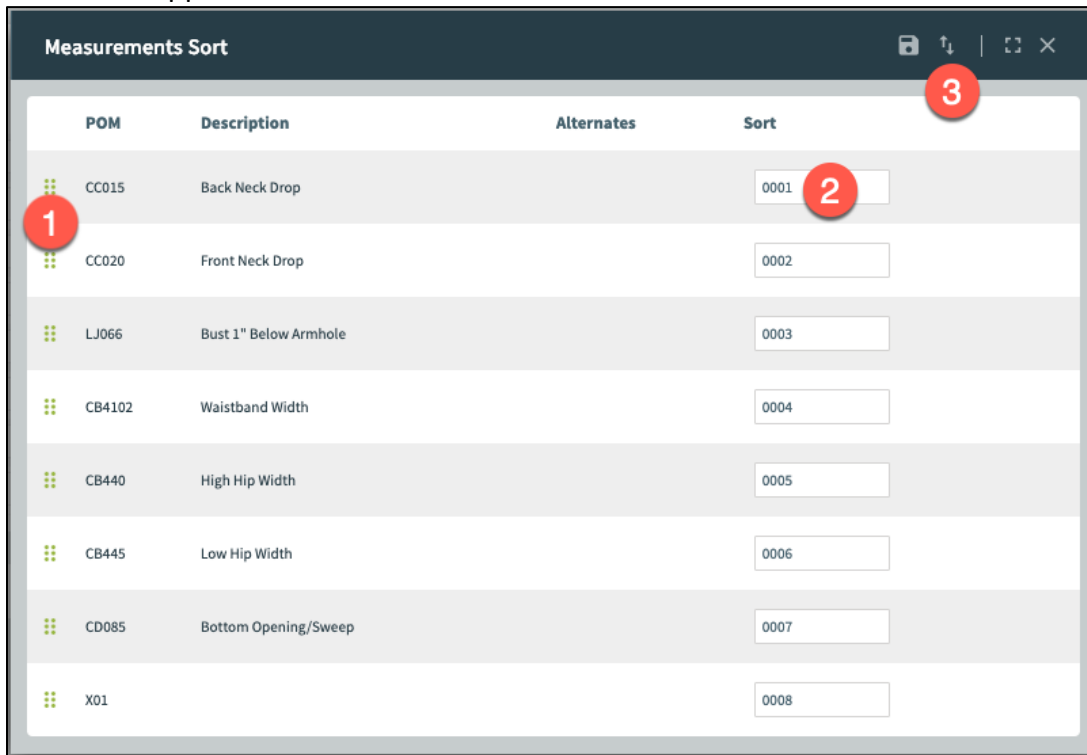
Note:

- Unlinked POMs - **Standard** View – Changing a Sample Measurement value will generate the Measurement values for the other sizes off of the Grading listed on the form for each size.
- Unlinked POMs - **Values** View – Changing a Sample Measurement value will generate the Grading values for the other sizes off of the Measurement listed on the form for each size.

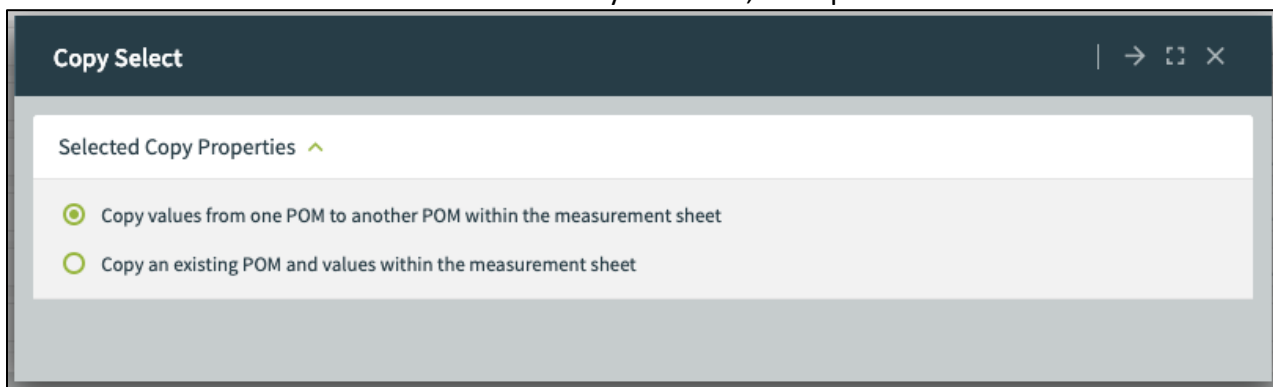
This logic only applies to Unlinked POMs - As Linked POMs will always calculate based on Linked Graded values.

- **Sort:** There are several ways to re-sort POMs.
 - First, **drag and drop** a POM by clicking its tile, to the far left, then dragging the POM up or down to the desired order.
 - Second, enter a **sort number** within its respective field, then click another field for PLM to automatically sort the POMs.
 - Finally, select an option from the *Sort by* drop-down list then press the **sort** button. When sorting is complete, click **save** then **close**.

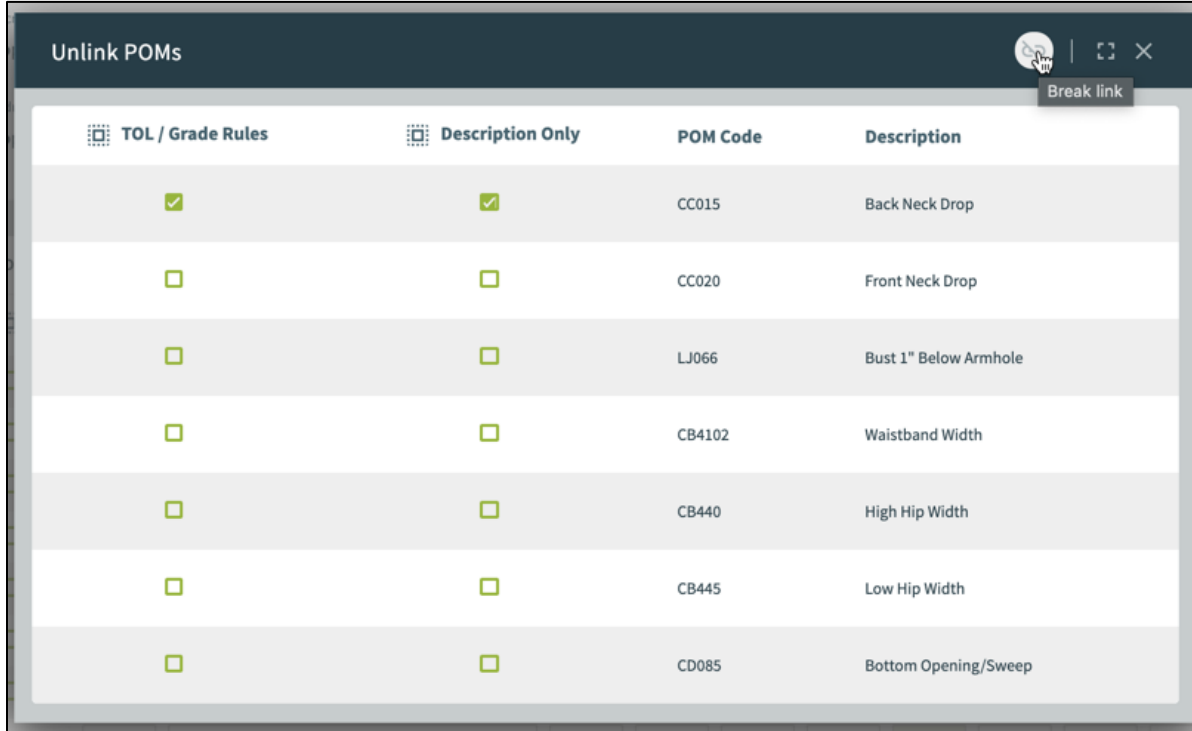
The POM's appear in the new sort order within the Measurement section.



- **Copy:** The *Copy Select* window opens with two options.
 - **Copy values from one POM to another POM within the measurement sheet** - copy values from one POM to another unlinked POM.
 - **Copy an existing POM and values within the measurement sheet** – duplicate an existing POM. Follow the onscreen instructions for any selection, then press **save** and **close**.



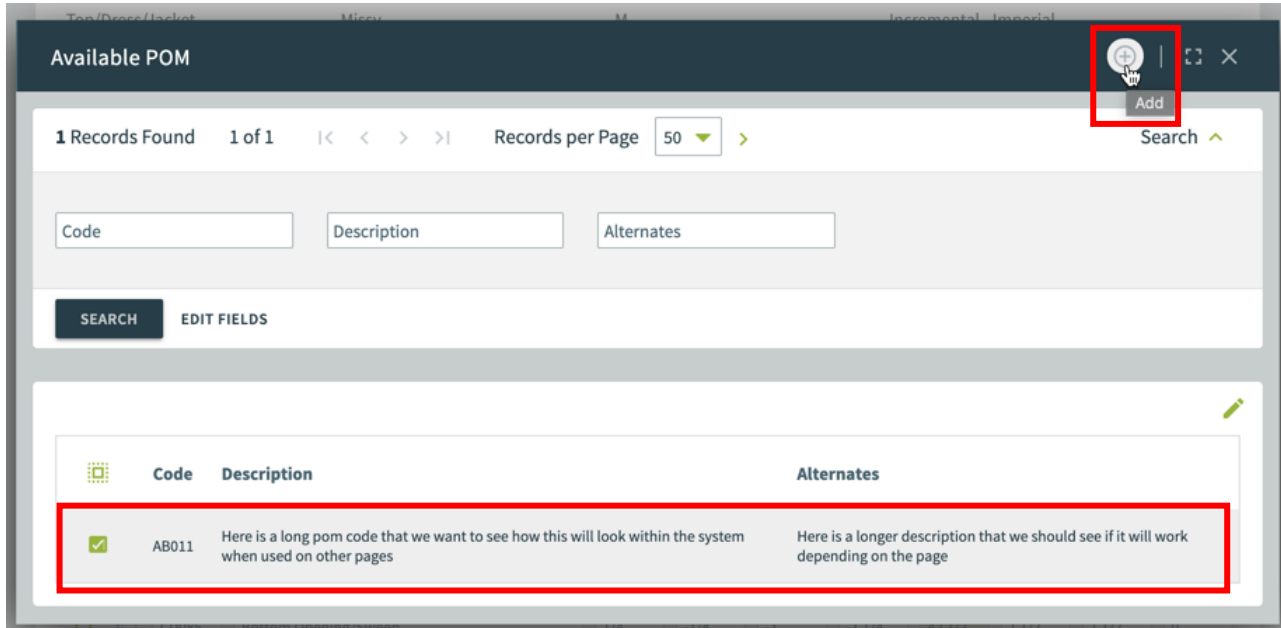
- Break Link:** Press **break link** within the overflow menu, to break the connection of a POM from the template. Place a **checkmark** for each POM(s) *TOL/Grade Rules* or *Description Only* options to be changed. Then click the **break link** button across the top of the window. A confirmation window opens. Click **Yes** to complete the process or **No** to keep the data.



- The **L** column no longer displays the link icon next to the affected POM(s) within the measurement specification. All remaining linked POM's contain a link icon within the column.



- POM Template:** When a new template is selected from the library, all POM codes, descriptions, grade and tolerances will be converted to the new template. To retrieve a new template from the library, click the **POM template** link within the overflow menu. A list of available templates in the library is shown. Click the **checkbox** to the left of the desired template then press **Add**. The template is now included within the Measurement Specification.



How to Measure

1. Within the sample workflow, navigate to the *View* area and select **How to Measure**. A list of POM descriptions and instructions are shown.

POM	Description	How to Measure	How To Image
CC015	Back Neck Drop	Measure from imaginary line between neckline edges to center back neck - straight down.	
CC020	Front Neck Drop	Measure from imaginary line between neckline edges to center front neck - straight down.	
LJ066	Bust 1" Below Armhole		
CB4102	Waistband Width	Measure from side seam to side seam - straight along center of waistband.	
CB440	High Hip Width	Measure 7" down from waistband seam - straight across.	
CB445	Low Hip Width	Measure 7" down from waistband seam - straight across.	
CD085	Bottom Opening/Sweep	Measure from side seam to side seam at hem - straight across front.	

2. Select an **image** within the *How To Image* Column and open a separate window displaying all of the details.

How to Measure

Point of Measurement: CC015 Back Neck Drop

How to Measure: Measure from imaginary line between neckline edges to center back neck - straight down.

How To Measure Image

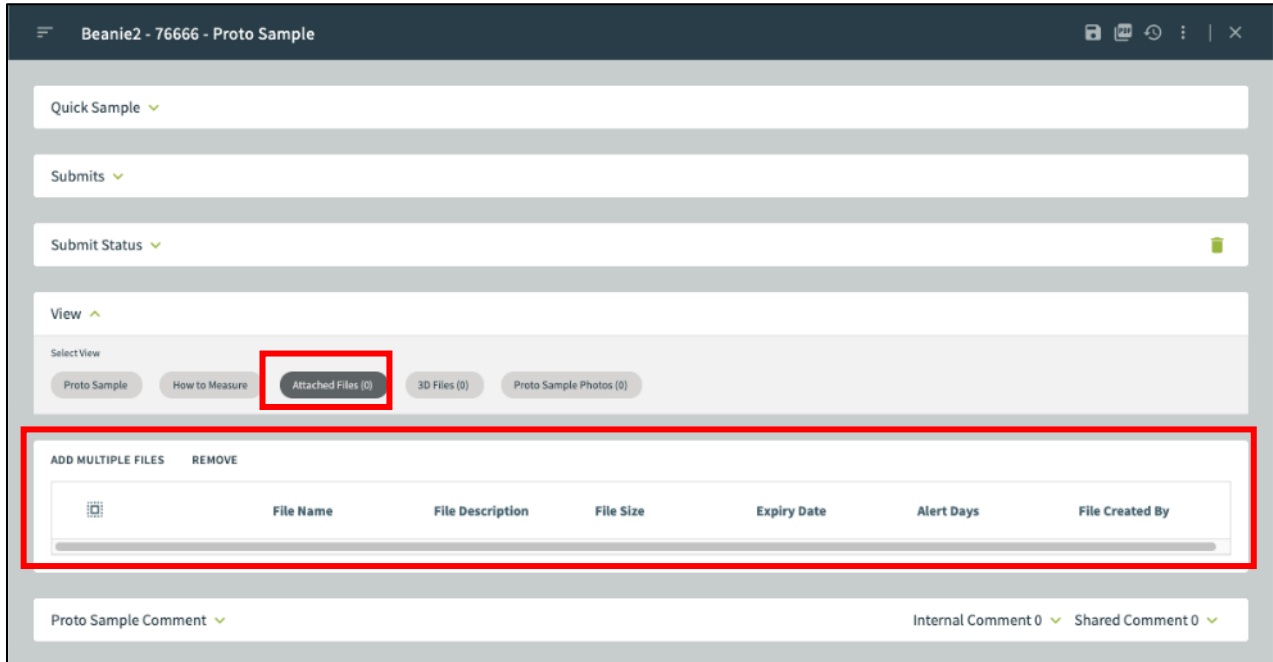
CHILDREN'S KNIT COVERALL

BACK NECK DROP

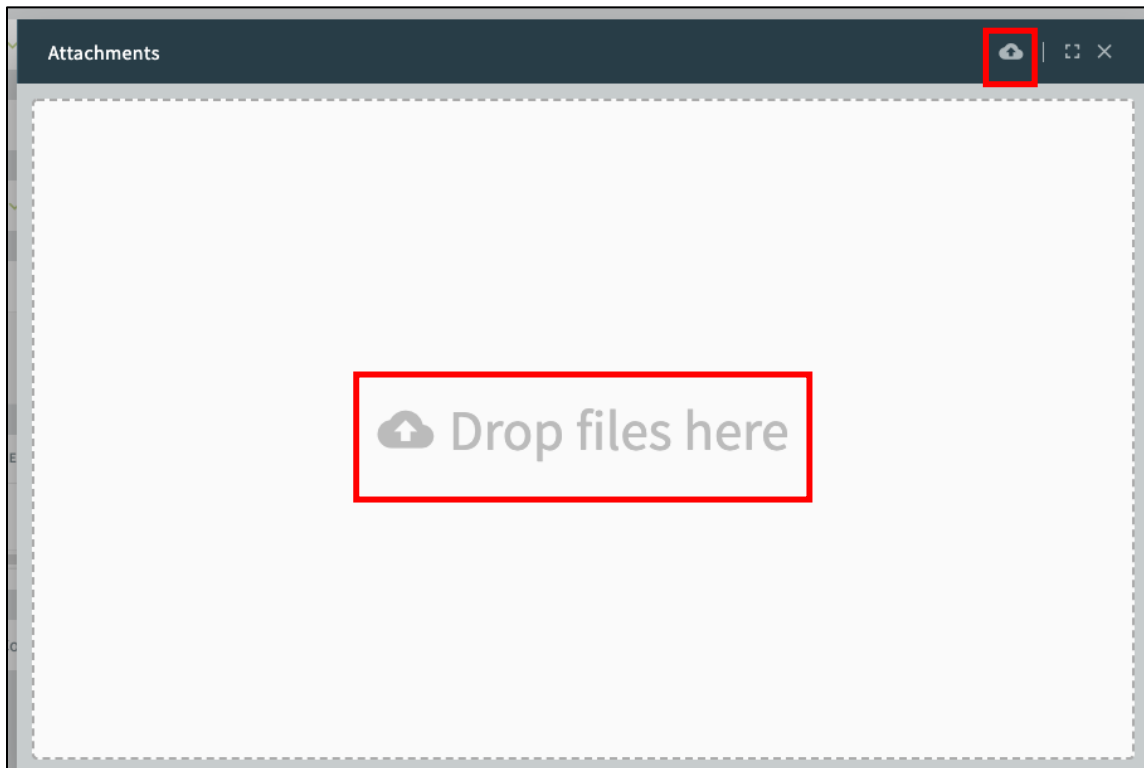
Measure from imaginary line between neckline edges to center back neck - straight down.

Attached Files

1. Within the sample workflow, navigate to the *View* area and select **Attached Files (0)**. The Attachment area opens. This allows you to attach files to this specific sample request submit vs the attachments on the far left navigation of the Quick Sample.
2. Click the **Add Multiple Files** button, and the Attachments window opens.

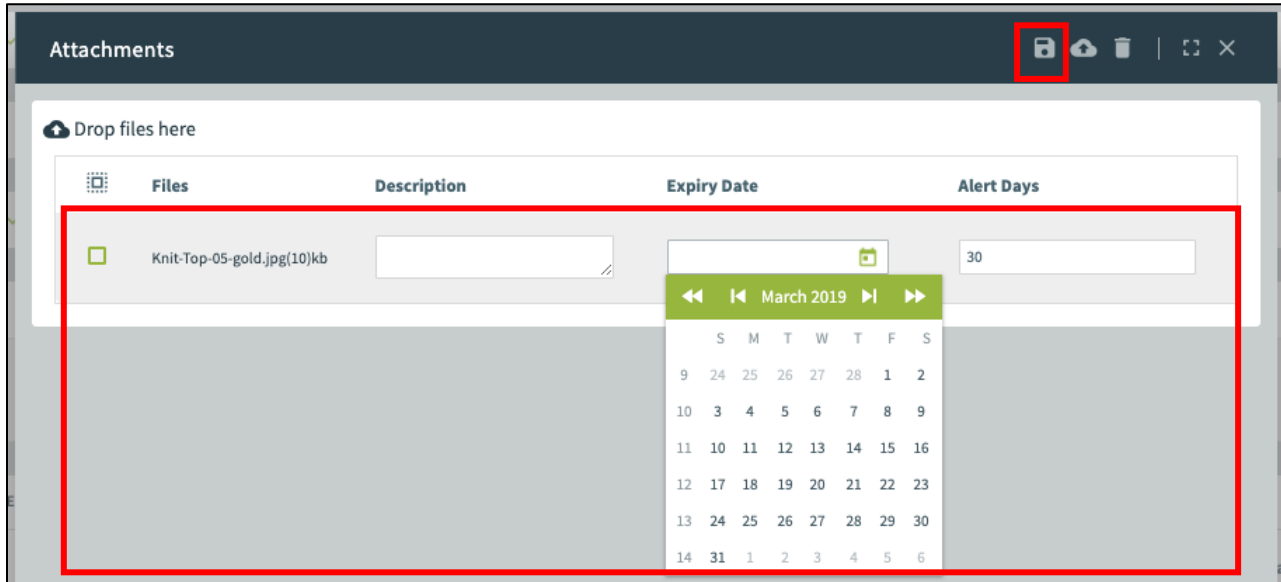


3. Locate and upload any file by clicking the **cloud icon** or by *dragging and dropping* a file onto the **Drop files here** area.

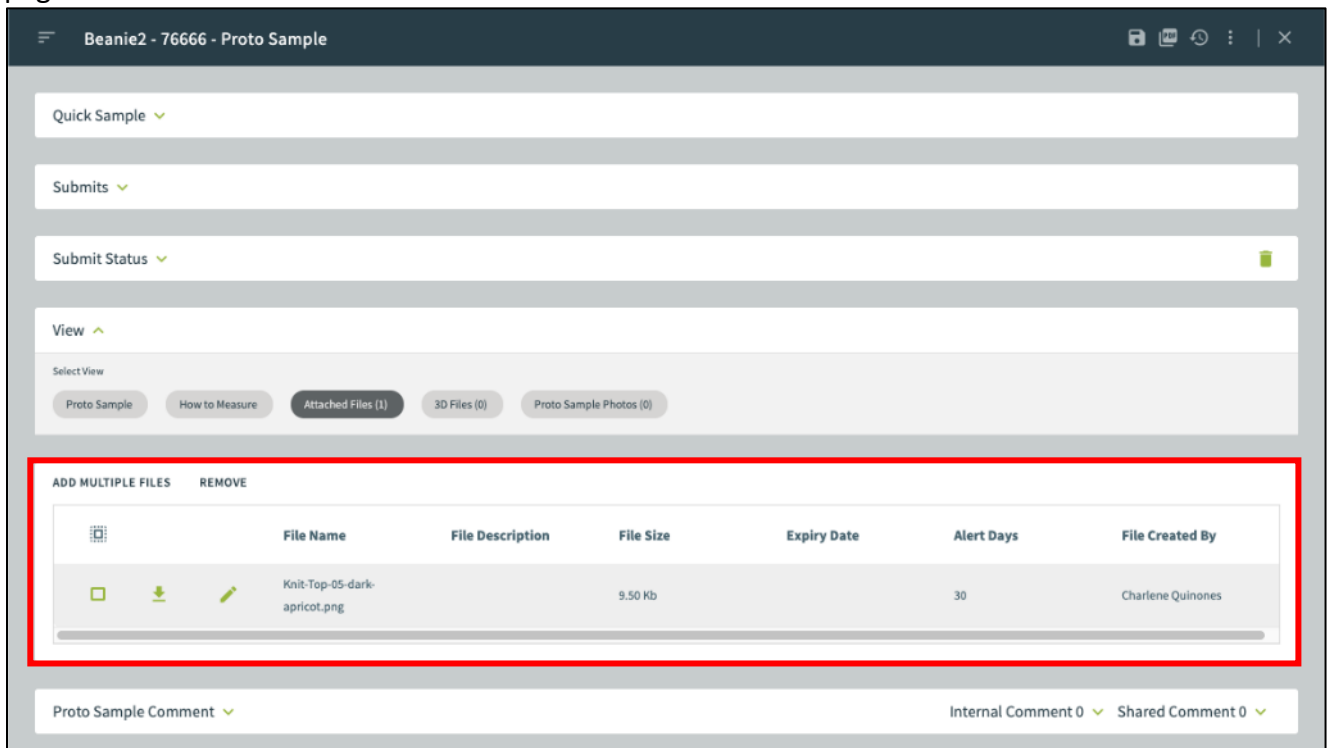


Quick Sample User Guide V8.0

- The uploaded file is shown in the Attachments window with its file name. Users can add a **file description**, choose an **expiry date** using the onscreen calendar and set a number of **Alert Days**.
- Click **save** to save the newly uploaded file. Users can remove an attachment by placing a checkmark next to the corresponding item and click **delete (trash icon)**. Click **OK** within the popup window to confirm the deletion.



- Now the newly added attachment appears in the *Attached Files* area within the *Quick Sample workflow* page.

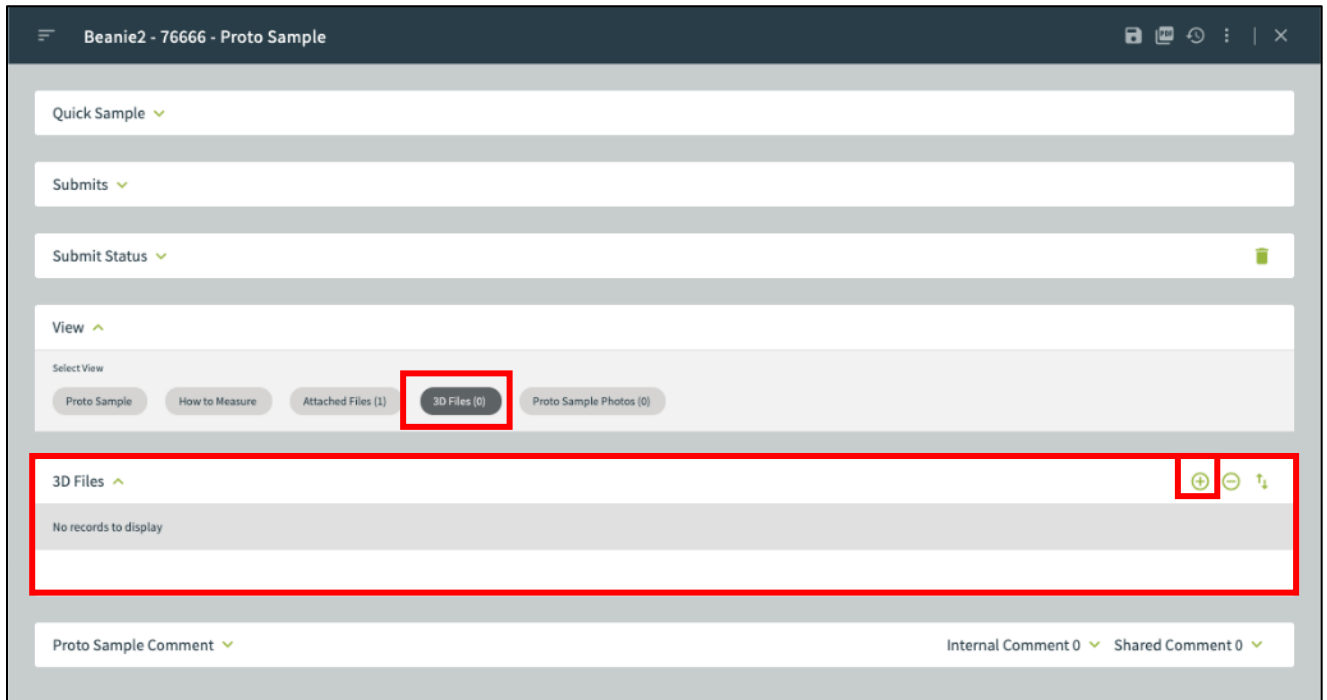


Quick Sample User Guide V8.0

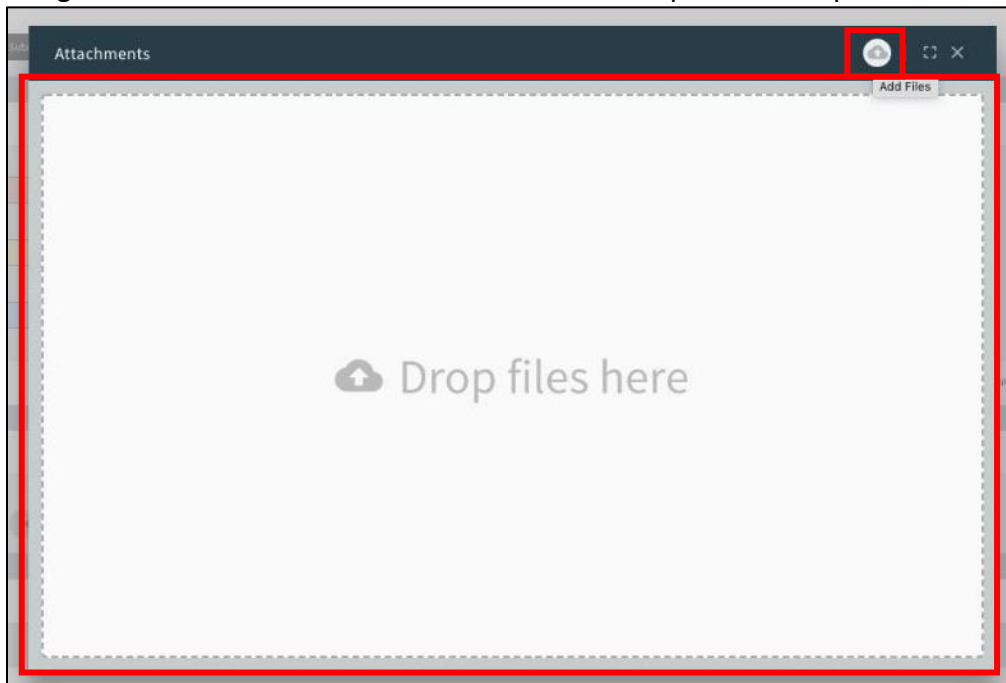
Uploading and Launching 3D Viewer

The 3D files area allows for uploads of .obj, .stl, and zip AccuMark 3D exported files which then allows users to annotate a file using the 3D Viewer tool. Please refer to the **3D Web Viewer User Guide** for extensive details.

1. Within the sample workflow, navigate to the *View* area and select **3D Files(0)**. The *3D Files* area opens.
2. Select the **+** button to add a new 3D file.

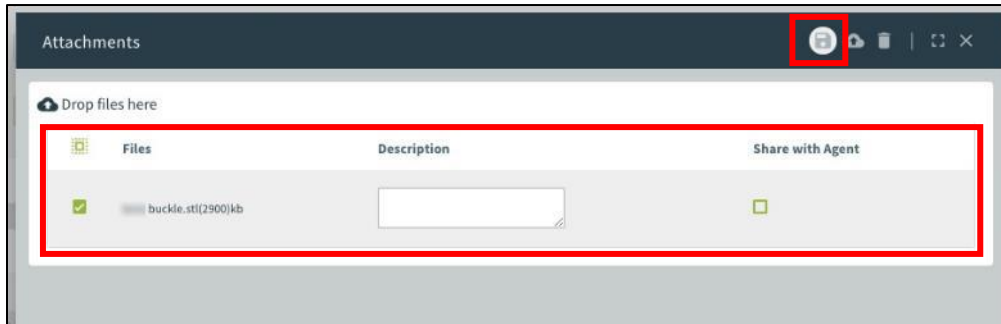


3. An attachments window opens allowing you to **drag and drop** a 3D file (.obj, .stl, zip) into the designated area OR select the **Add files** button to open the computer's file finder window.

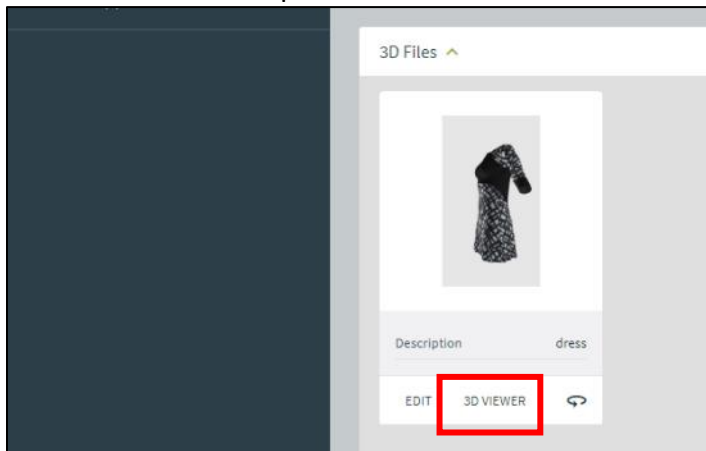


Quick Sample User Guide V8.0

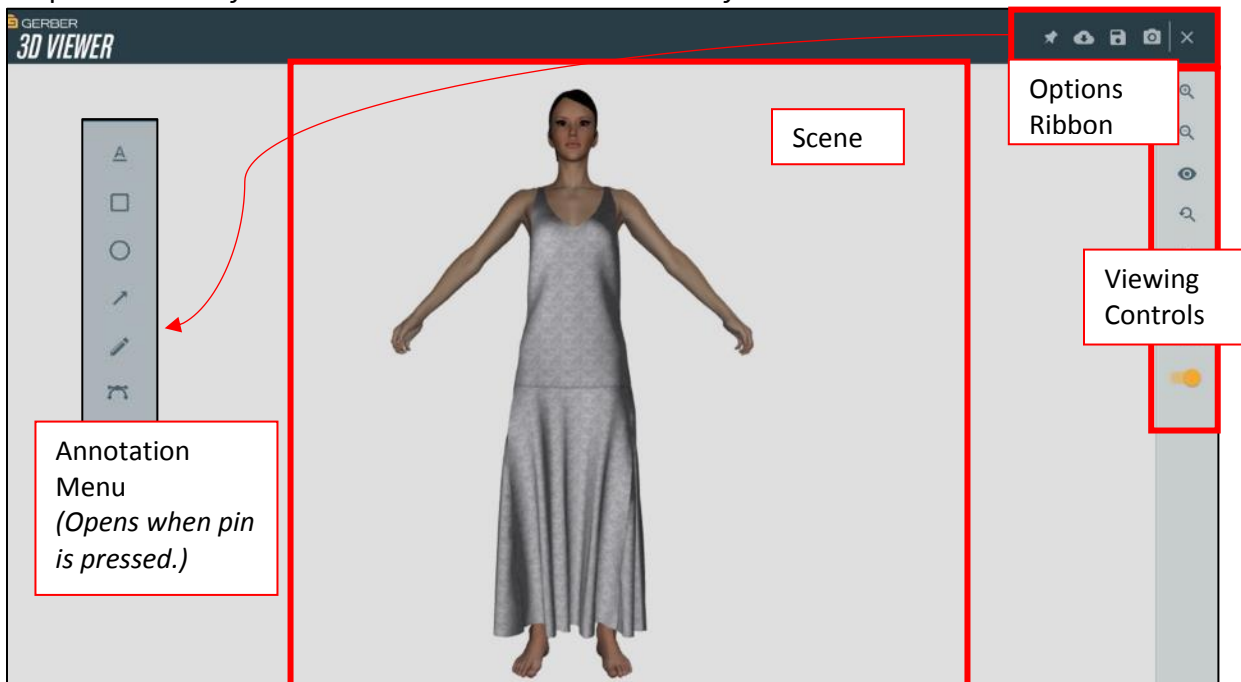
- The selected file populates the uploaded area. Press **save** to keep the file. Close the window to return to the Quick Sample page.



- The saved file is now present within the 3D Files area. Select the **3D Viewer** button to launch the tool.

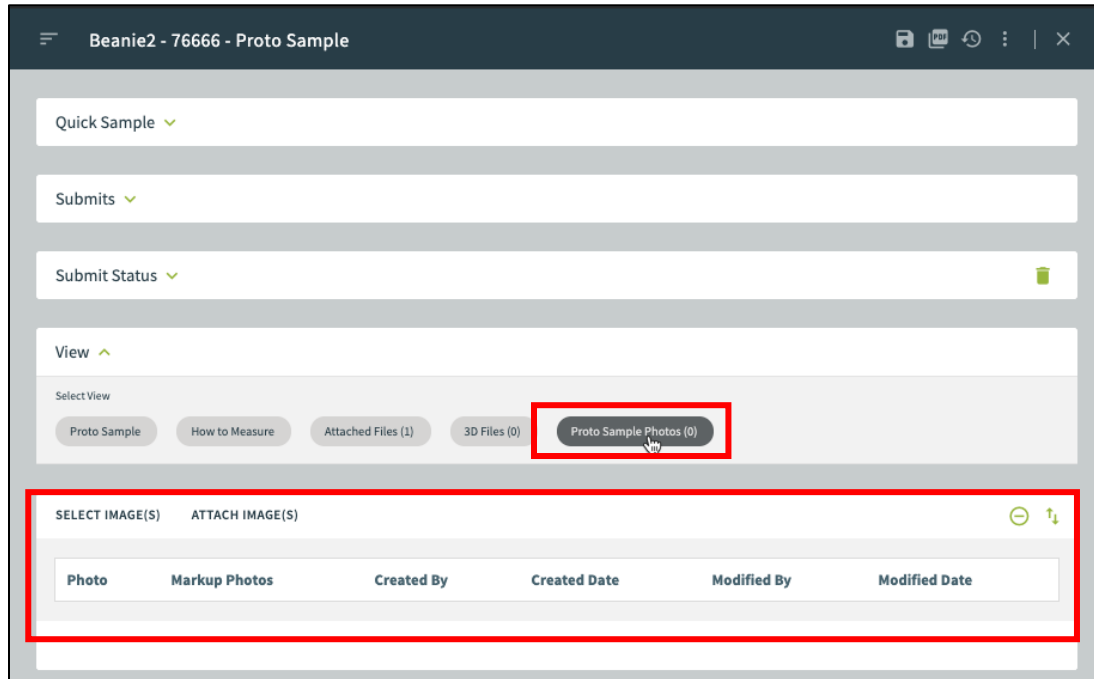


- The *3D Viewer* tool launches in a new window displaying several areas. Each area offers the user various abilities like modifying or changing the viewing controls and adding annotations like text and shapes. *Please refer to the 3D Web Viewer User Guide for extensive details.*

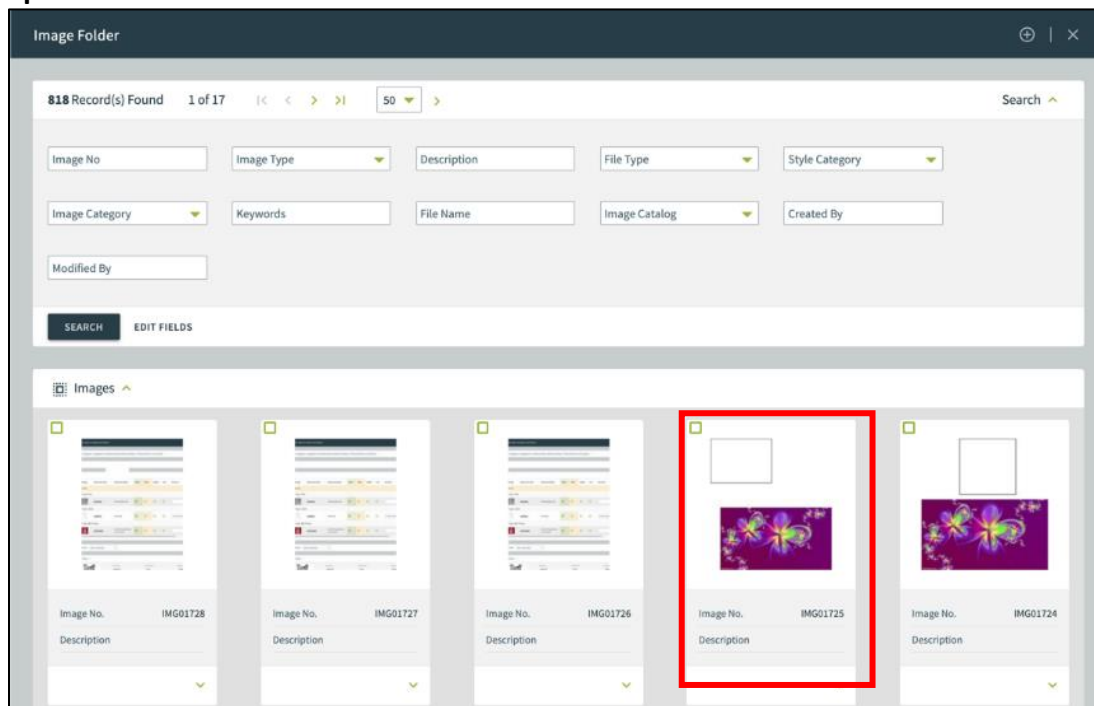


Uploading Sample Photos

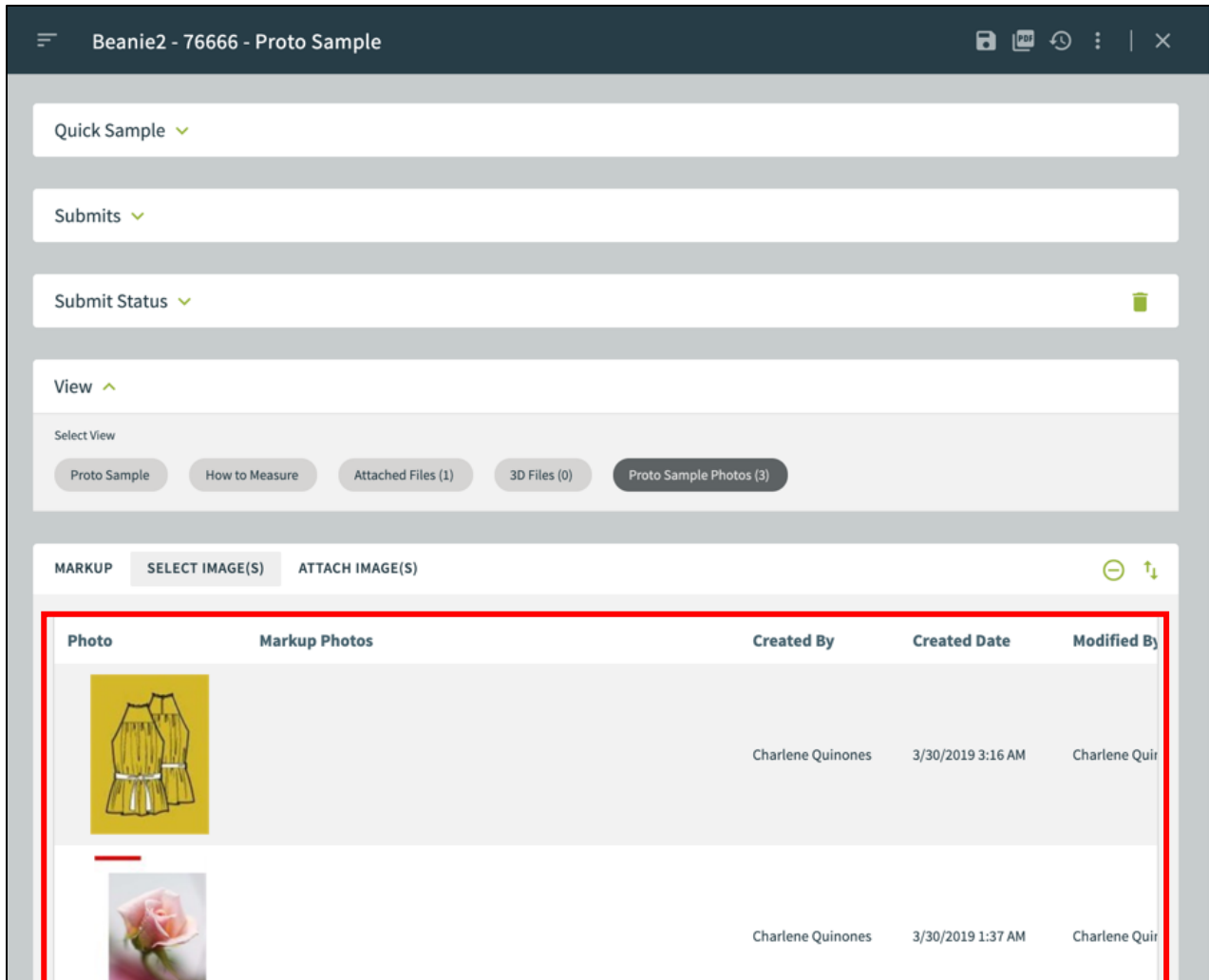
1. Navigate to the *View* area within the sample workflow and select **Proto Sample Photos (0)**. The *Sample Photo* area opens.
2. Select the *Proto Sample Photos* link by clicking the **select image** or **attach image** buttons. The *Select Image* option allows the user to select preexisting images from the Image Folder, while the *Attach Image* option allows the user to locate an image within their computer for upload.



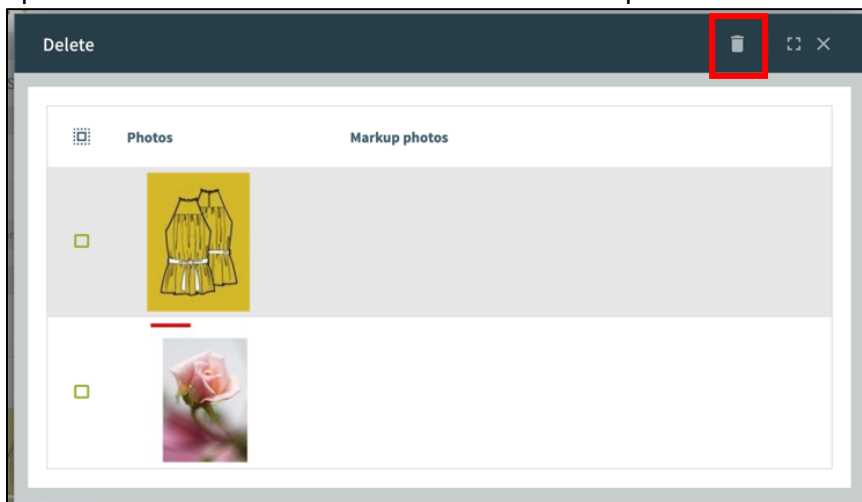
3. Choose a desired photo from the Image Folder or locate a file on the computer then press **add or open**.



- Each of the newly chosen photos are listed.



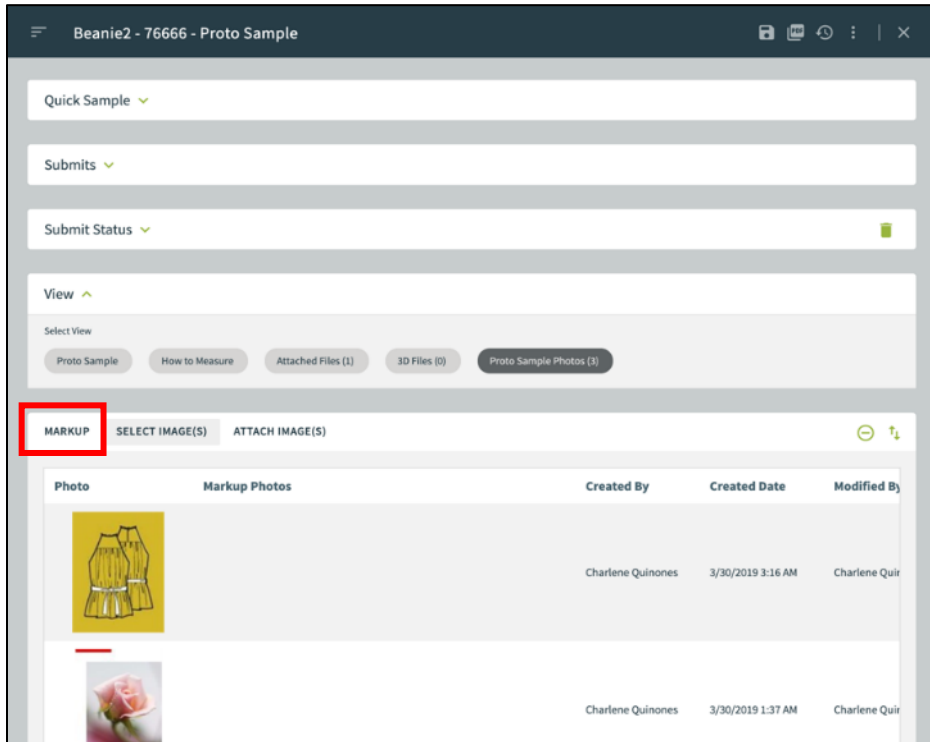
- Any of the photos can also be removed by selecting the **remove (-)** icon, which opens a new window. Place a **checkmark** next to the desired item, then select the **trash** icon. A separate pop-up window opens to reconfirm the removal of the selected photos. **Close** the window.



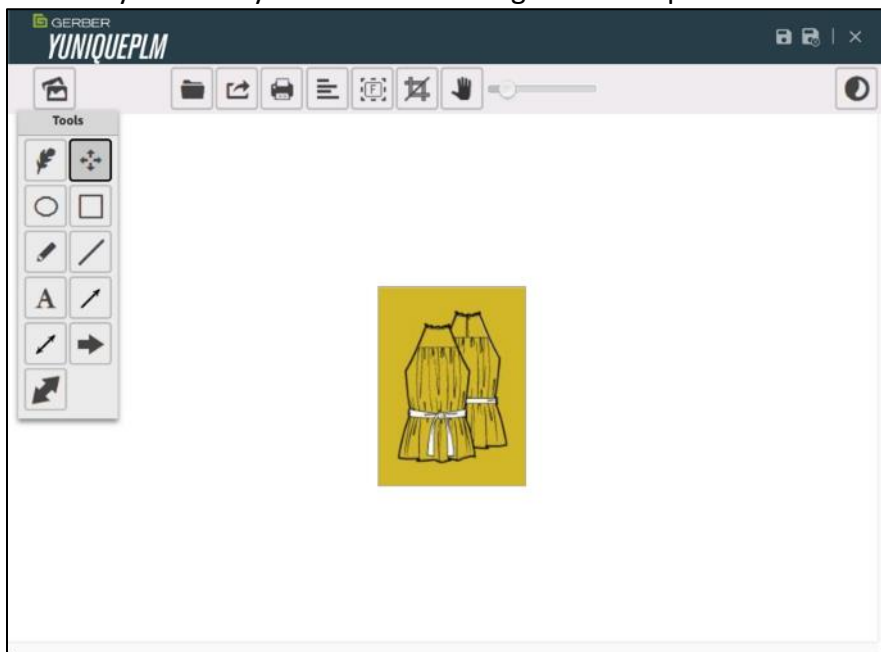
Using the Markup Tool

The Markup Tool allows users to make modifications to existing files. It also functions similarly to the Paint tool. Please refer to the *YuniquePLM Markup Tool User Guide* for further details.

1. Click the **markup** button to open the tool.



2. Make any necessary modifications using the markup tool and **save** the changes.



3. The new markups made to the existing files are listed in the *Comments* column for review. The available files are listed within the Sample Images icon.

Comments

Each submitted sample request contains a comment area allowing for the sample (auto fit), internal and shared comments.

1. Press the *Proto Sample Comment* **arrow down** to reveal the comment area.

The screenshot shows the 'Quick Sample Request' interface for 'Beanie2 - 76666 - Proto Sample'. On the left is a navigation sidebar with options like 'Header', 'Trade Partner', 'Samples Parent', 'Summary', '(1st) Proto Sample', '(1st) Fit Sample', and 'Attachment(1)'. The main content area includes a 'Submits' section with 'Summary', '1st Submit' (highlighted), and 'AccuMark Model' buttons. Below is a 'Submit Status' and 'View' dropdown. The 'EDIT SPEC' table is visible, and at the bottom, the 'Proto Sample Comment' dropdown is highlighted with a red box. Other comment counts are shown as 'Internal Comment 0' and 'Shared Comment 0'.

H	PDM	Description	+Tol	-Tol	Eval Size	Vendor Sample	Vendor Delta	Sample	Delta	Rev
?	CC015	Back Neck Drop	1/4	-1/4	1/4	1/4		1/8	-1/8	
?	CC020	Front Neck Drop	1/4	-1/4	5 1/2	0		0		
?	LJ066	Bust 1" Below Armhole	1/4	-1/4	37 1/2	0		0		
?	CB4102	Waistband Width	0	0	27 1/2	0		0		
?	CB440	High Hip Width	1/4	-1/4	38 1/2	0		0		
?	CB445	Low Hip Width	1/4	-1/4	40 1/2	0		0		
?	CD085	Bottom Opening/Sweep	1/4	-1/4	42 1/2	0		0		
?	X01		0	0	0	0		0		

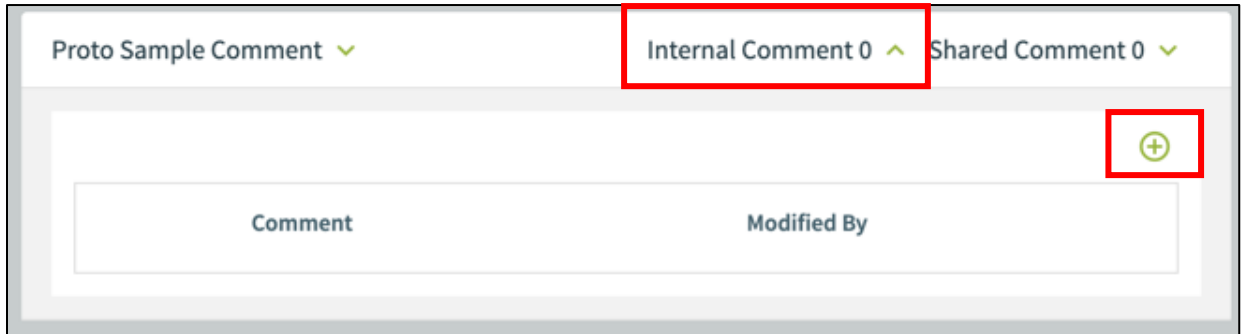
2. Select the **pencil** icon to add or edit a comment.

This close-up shows the comment area with the 'Proto Sample Comment' dropdown on the left and 'Internal Comment 0' and 'Shared Comment 0' on the right. A pencil icon is highlighted with a red box in the bottom right corner of the comment input area.

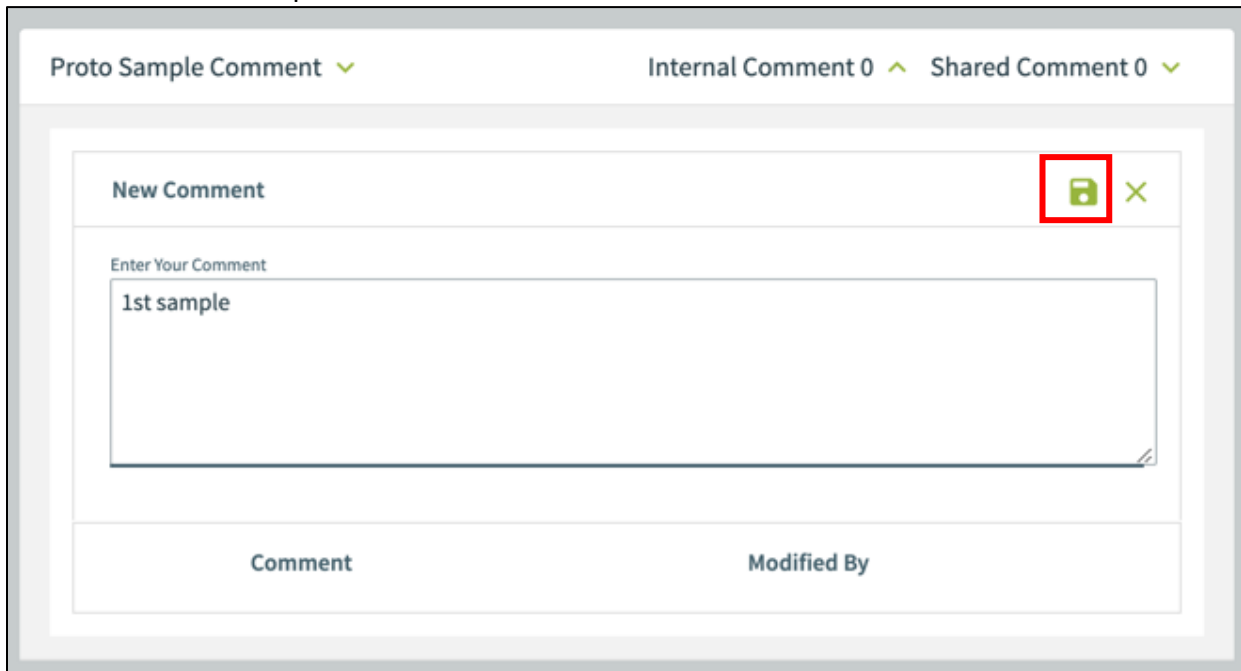
3. Type in a comment or check the box **Auto Fit Comment** for a system generated comments based on the measurement data you've added. Use the font options to configure the added comment then click **save**.

This close-up shows the rich text editor for the comment. It includes bold (B), italic (I), underline (U), font size (3), background color (A), and an 'AUTO FIT COMMENT' dropdown. A 'save' button (lock icon) is highlighted with a red box. The comment text reads: 'Proto 1st Sample Submit: 106 (Front Length HPS): Sample measurement is 28 inches. Out of tolerance by 1 inch, should be 29 inches.'

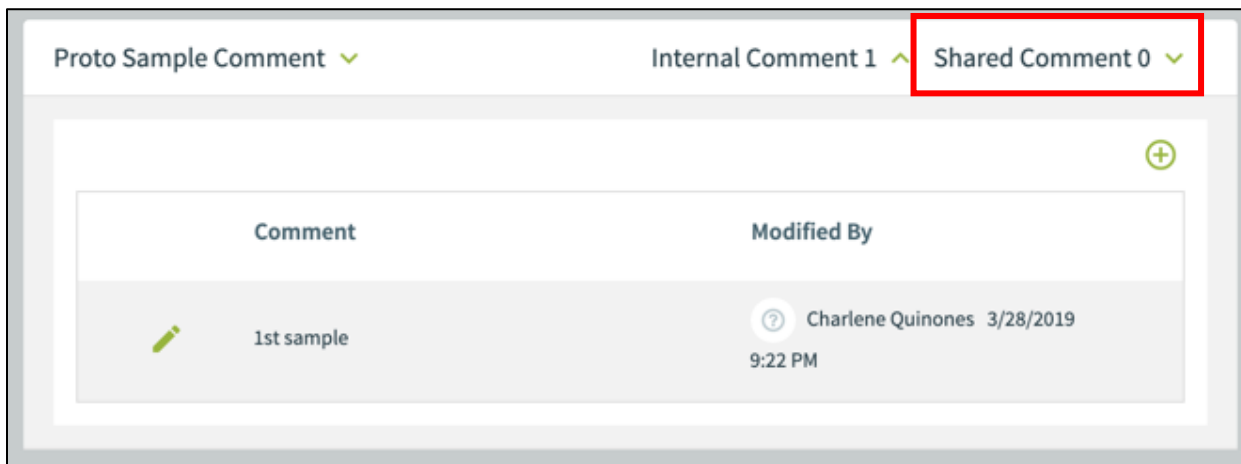
- Press the *Internal Comment* **arrow** to reveal the comment area. The trade partner cannot view the added comments. Click the **add** button.



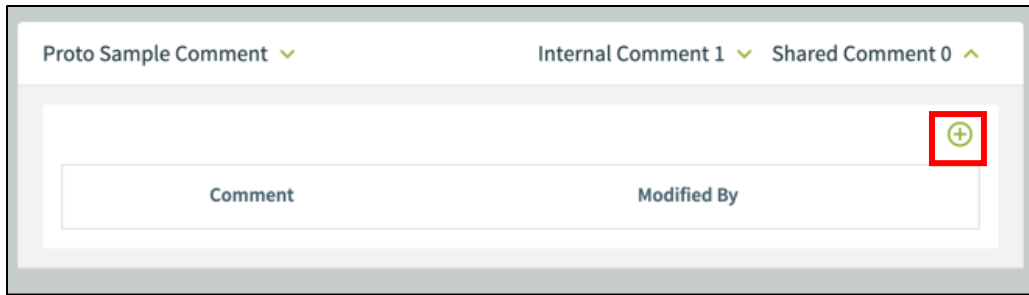
- Enter a comment and press **save**.



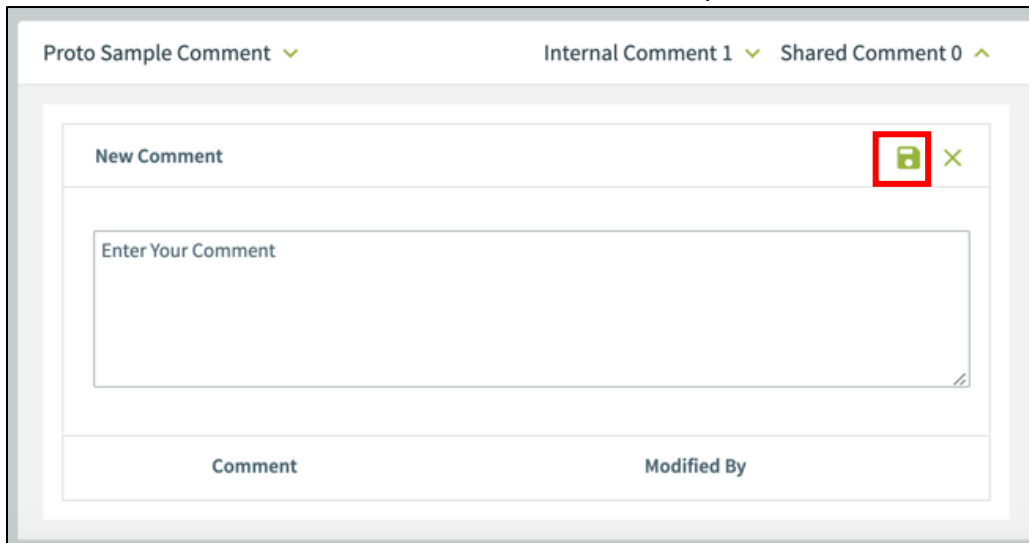
- Users can add a shared comment to the (1st Sample). Click the **arrow** to open the *Shared Comment* area.



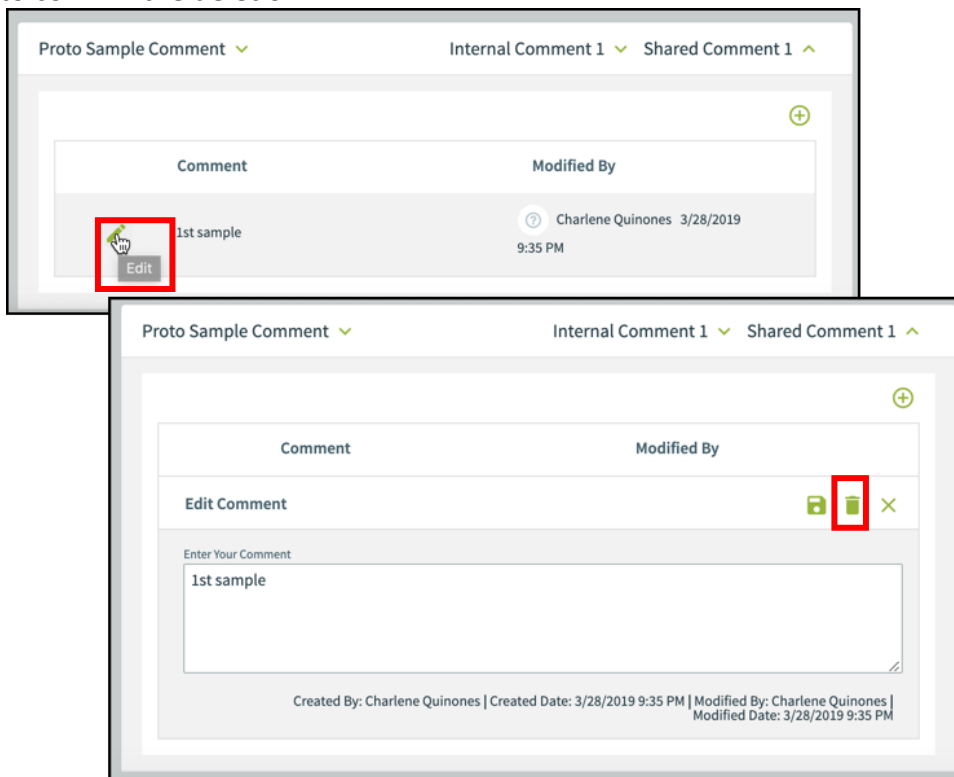
7. Select the **plus** sign to add a comment.



8. Enter a comment within the new comment area then press **save**.

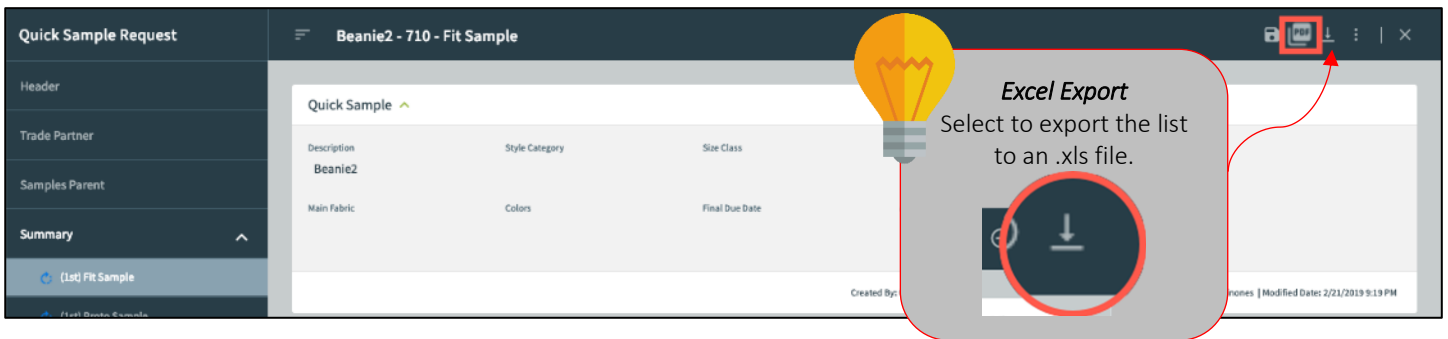


9. Comments can be deleted by selecting its adjacent **pencil** icon then selecting the **trash** icon. Press **yes** to confirm the deletion.

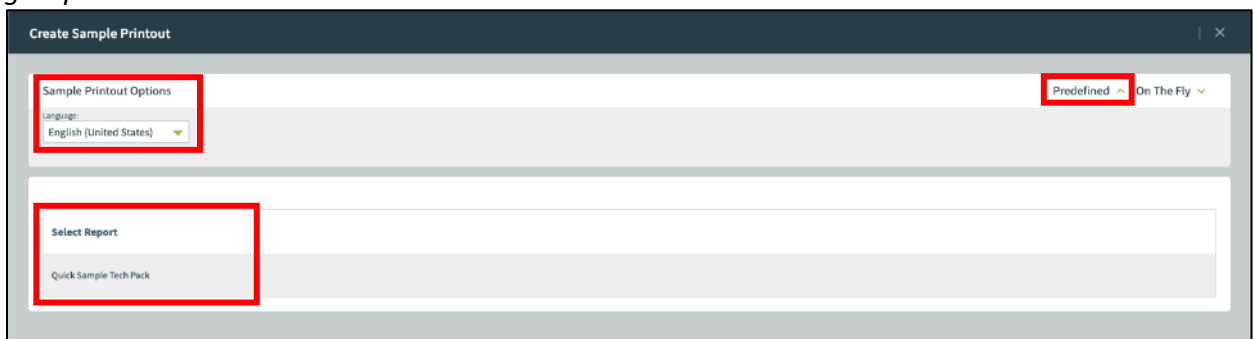


Print Preview Options

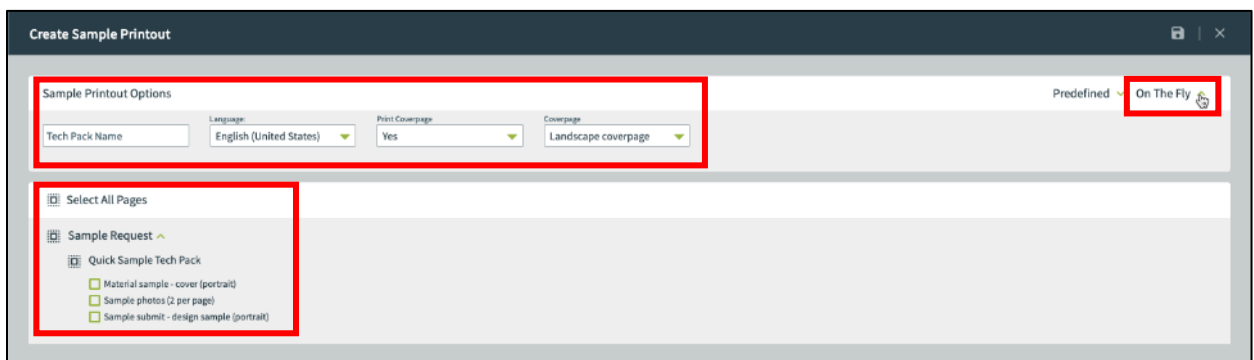
1. Select the **PDF preview** icon on the upper right-hand corner within the *Summary Sample Request* area.



2. The **Create Sample Printout** window opens. Users have the option of selecting a **Predefined** or **On-The-Fly** printout. *Only one selection can be used to create a Print Preview.*
 - **Predefined:** Modify the sample printout options by selecting a preferred **language** and a preferred **report** (previously created and specified within the Control Panel.) The report is immediately generated upon a report selection.
If the Predefined tab does not contain any groups, select the On-The-Fly tab to create a customized group.



- **On the Fly:** Enter a descriptive name within the **Tech Pack Name** field. Choose from a list of available **Languages** within its respective drop-down menu. Choose whether to include a cover page by checking the **Print Cover page** box. Select a preferred **Cover page** to include with the Tech Pack. Check the **Select All Pages** box to quickly add every development page listed below OR check individual development pages listed under the Variation to include within the Tech Pack. Click **save** to store the option and generate the print preview report.



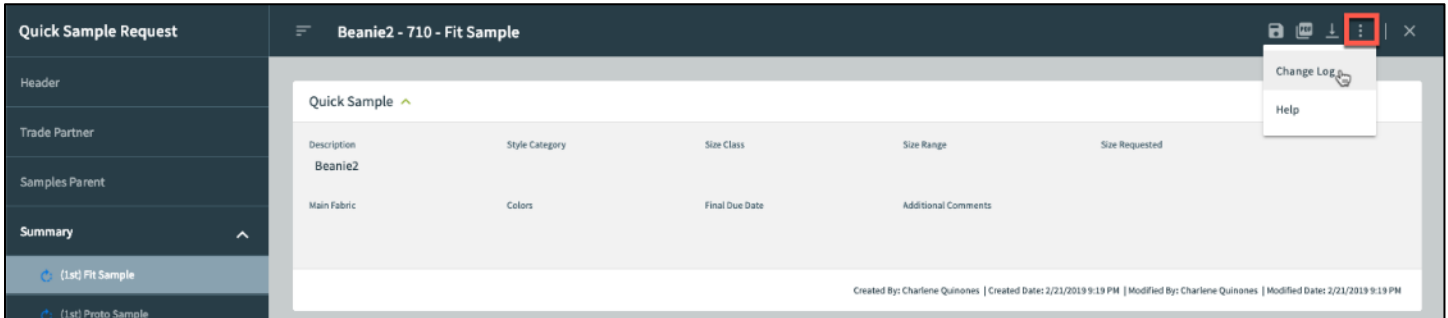
3. The generated **print preview report** is generated and resembles the following.



Change Log

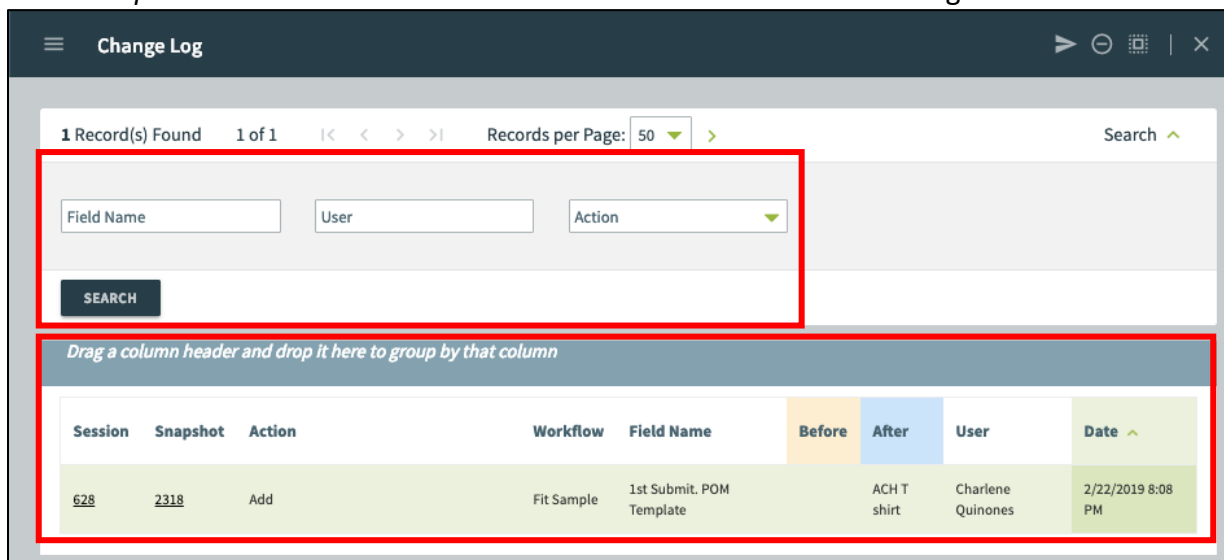
The Change Log functionality is available throughout the YuniquePLM application. Any changes made can be traced by using the Change Log feature.

1. Click the **change log** button to open the Change Log history.

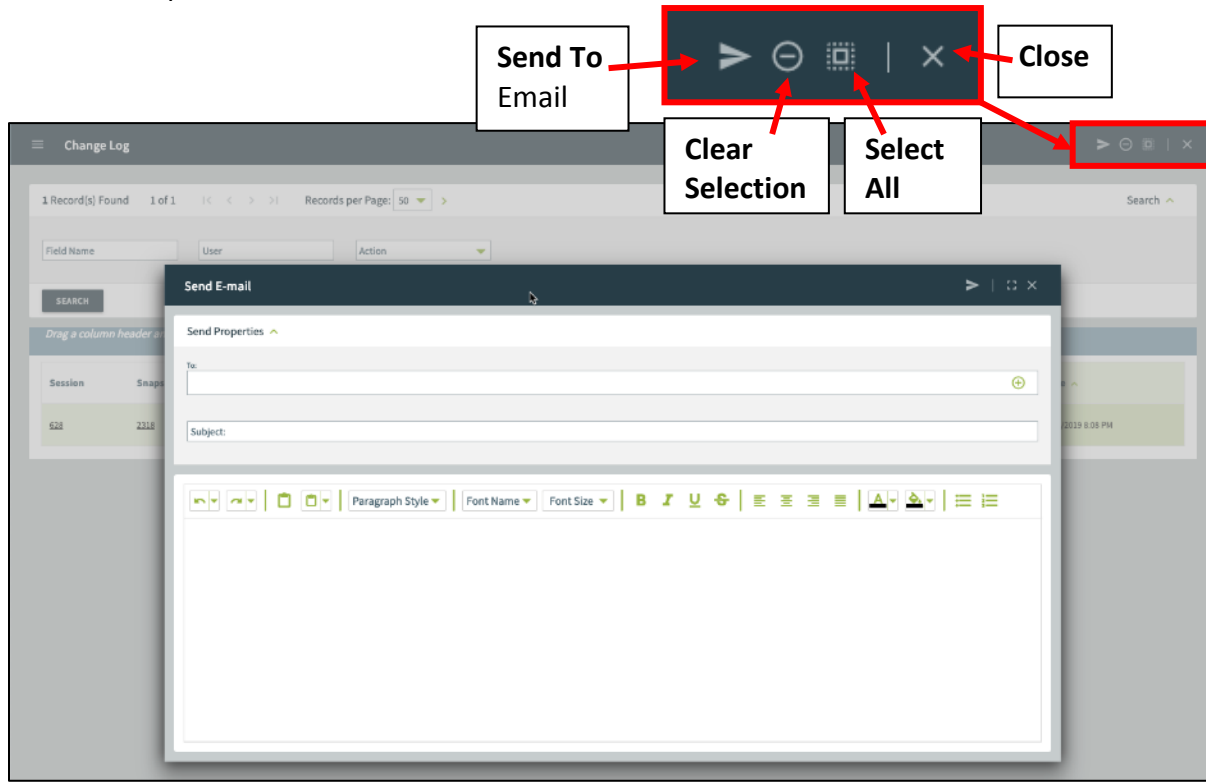


2. Changes made to a particular material appear in the center of the new window with details such as *Field Name, Before, After, and Date*. The user can search for a particular change using one of the various options; *search by field* or *sort by column*.

The sort by column area allows for grouping by column. Drag and drop a column header. Click within any field, except *Session* or *Snapshot*, to highlight an item. Multiple items can be selected. The *Session* or *Snapshot* item columns contain a link to view a list of related changes.



- The user can share the selected change log items via email. Click the **Send To** button to compose an email in a separate window.



- Uncheck the selected items by clicking on **Clear Selection**.
 - Select all items at once by clicking the **Select All** button.
- Enter the desired email information then click **send** in the window.
 - Click the **close** button to return to the Material page.



500 7th Avenue, New York, NY 10018

Customer Service Center

In the USA, call 1-212-868-7795 or 1.800.321.2448

International 1.860.871.8082