

Intelex Technologies



Cancel Record

Cancel eAPQP Record

Cancel eAPQP Record:

CORRECT WAY:

- 1. Login to Intelex (https://clients.intelex.com/Login/Nexteer)
- 2. Access the eAPQP App (Click the red box dropdown arrow, scroll down to eAPQP)
- 3. Search for the specific part number desired, click the Intelex generated record number

eAPQP	*				
APQP Records					
Home > APQP Records				Custom Inventory	· / ¢ 🛛 Ə
Observe the second	🔍 Advanced Search 🛛 🕻 Actions				
Record Number	Location	Part Number	Program Class Report	APQP Risk Level	AQE Name
		55412586			

4. Once in the eAPQP record, Click the "Add Comment" button

APQP Records				
Home > APQP Rec	ords > 124			
🍪 Create APQP	Record	🍪 APQP/PPAP Not Required	📝 Add Comment	🖋 Edit 🛛 Exit
124				
Dr	aft	Set Required Ele	ments Ki	ckoff Meeting

- a. Enter in your Comments to support your reasoning for Cancelling the eAPQP record
- b. Click Ok
- 5. Click the "APQP/PPAP Not Required" button to Cancel the eAPQP record

APQP/PPAP Not Required

a. Click Ok on the confirmation pop up box

Confirmation			×
By clicking Ok, this cancelled and a ne created if necessar	APQP reco w one will y.	ord will be need to be	
	Ok	Cancel	

6. The eAPQP record is now considered **CANCELLED**

INCORRECT WAY:

- 1. Once in the eAPQP record, DO NOT click the "Edit" button, this will create the unnecessary Gate Review tasks
- 2. <u>DO NOT</u> enter Cancellation comments into the "Nexteer AQE Comments" field
 - Nexteer Comments

Nexteer AQE Comments

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- 3. DO NOT click the "Save" button
- 4. <u>DO NOT</u> click the "APQP/PAPP Not Required" button