IQ-EMP/ AUTARK

iQ BASIS

USER MANUALS

ЛНР

AHP Gesellschaft für Informationsverarbeitung mbH
Birkweg 2
D-24999 Wees
Hotline +49 4631 / 6170 -72
info@ahp-gmbh.de

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1 Description

iQ-EMP/AUTARK is a program which enables suppliers to process measurement tasks for customers. This application provides suppliers with a straightforward process which guides them from receipt of the measurement task right through to the recording of measurement results.

The measurement task is generated by a central system (iQ-EMP) and provided as an encrypted file (IQZ format) for processing in iQ-EMP/AUTARK. All relevant data, including measurement task diagrams, are clearly displayed for the user within the application.

The user receives a table displaying all of the features to be examined and can thus work through these efficiently. During this process, the user is able to manually enter the measured values using the keyboard (with either a horizontal or vertical test procedure). This procedure takes into account all entries which have been made on the diagram. Alternatively, it is possible to use the integrated import filter to automatically input measured values from a file (e.g. from a 3D measuring system). Each entered value is checked immediately to see whether it lies within the tolerance limits and is marked accordingly. The user has the option of inserting an individual comment for each measured value to provide the customer with additional information regarding the measurement. This comment function can also be used to document the test method used to carry out the measurement. Furthermore, the user can also add selected pictures to each comment which are then also saved within the IQZ file and can be accessed at any time via this feature.

Once the measurement task has been successfully completed, the IQZ file will simply be made available via email or through an upload onto the customer's portal. Upon request, the iQ-EMP/AUTARK program can also generate a complete test report in Word format simply at the click of a mouse (system requirement: Microsoft Word 2003-2010) which can either be stored in a folder or, if necessary, can be edited further.

2 Program interface

The program interface is divided into two sections: the left section contains the entry mask for measured values and order data. The right section contains the diagram which corresponds to this test plan. The entry mask is divided into three fields:

- Order - test plan data
- IS inspection - features and their measured values, test equipment & additional information
- Documents - documents for report generation

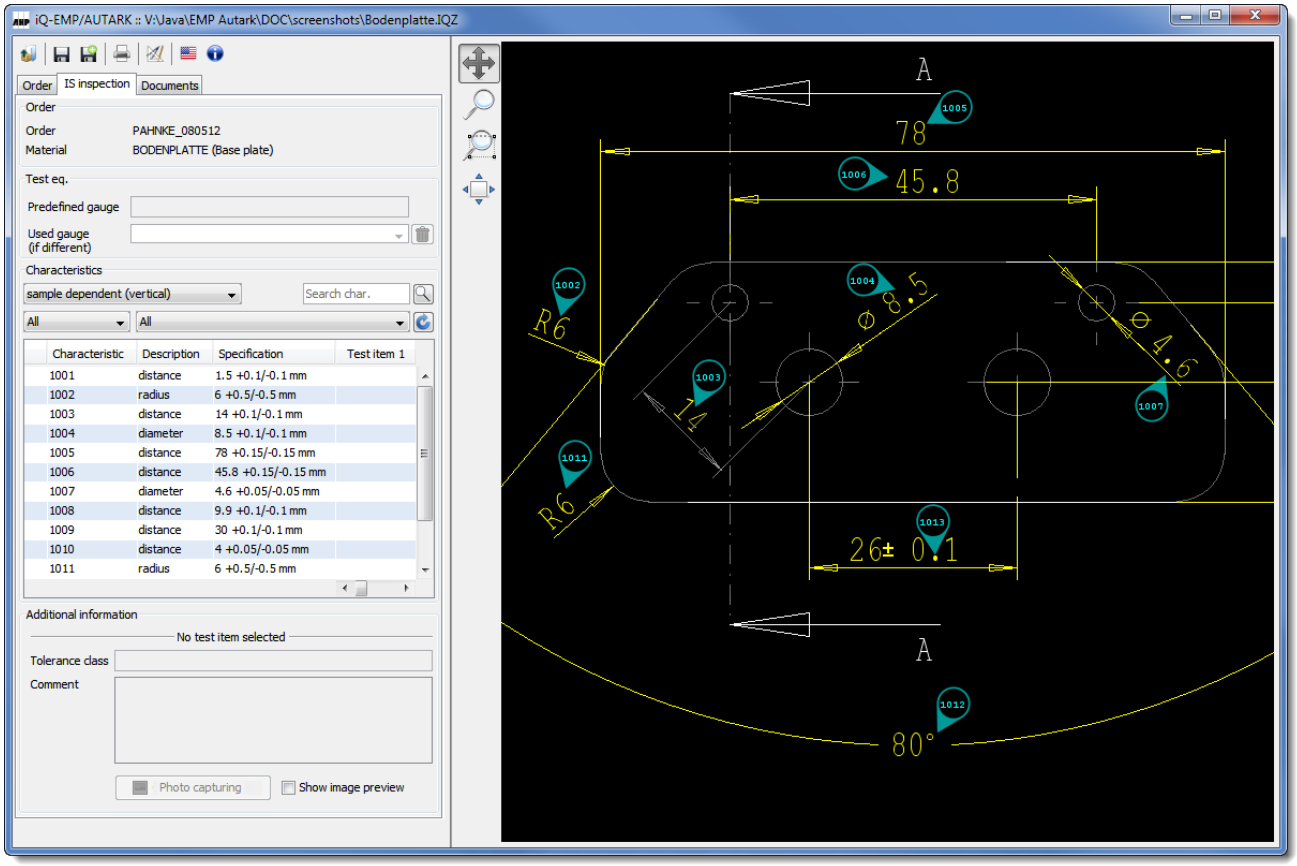

Figure 1: iQ-EMP/AUTARK program interface

The width of both sections (entry mask & diagram area) can be adjusted individually by moving the separating bar located in the middle of the screen.

2.1 Toolbar

The toolbar is located on the upper left side of the application interface. The command icons in the toolbar can be used to access various program functions. The following will explain these in more detail:

Open IQZ:

This button can be used to open a new IQZ file so that a user can start working on the measurement task contained therein.

Save file:

Saves all changes made in the opened IQZ file (file is overwritten when saved).

Save file as ...:

Saves any changes made as a new IQZ file. No changes are made to the IQZ file currently open. After clicking on the icon, a dialogue box appears which allows the user to enter the path and file name under which the IQZ file will be saved.

Print diagram:

Select a connected printer and print the diagram, either as a PDF or an image file (JPG/TIFF).

Import filter:

Starts the import filter which automatically reads the measured values from an external measurement file (e.g. a 3D measuring coordinate). Further details can be found in chapter '3.5 USING THE IMPORT FILTER'.

Change language:

Icon for altering the language settings. One of several different languages can be selected. The user interface will be displayed in the selected language after a program restart. New languages are provided through the IQZ file and can also be added manually. (The corresponding language packs must subsequently be saved in the '*Languages*' directory)

Program information:

Displays information about the application (version, change history, etc.)

2.2 *Order* tab

The *Order* tab contains all relevant quality control plan data for the test order.

This includes customer data which cannot be edited by the supplier. These are for information purposes only. The user (supplier) can use the supplier fields to provide data that is relevant to the quality control plan.

As well as quality control plan data, the inspector can also save their own personal data entries for this test. (The field Date/instructor name is automatically prepopulated if no other entries are made. It is, however, recommended to always check these entries.) The inspector also has the option of saving a comment for the customer in the specified field.

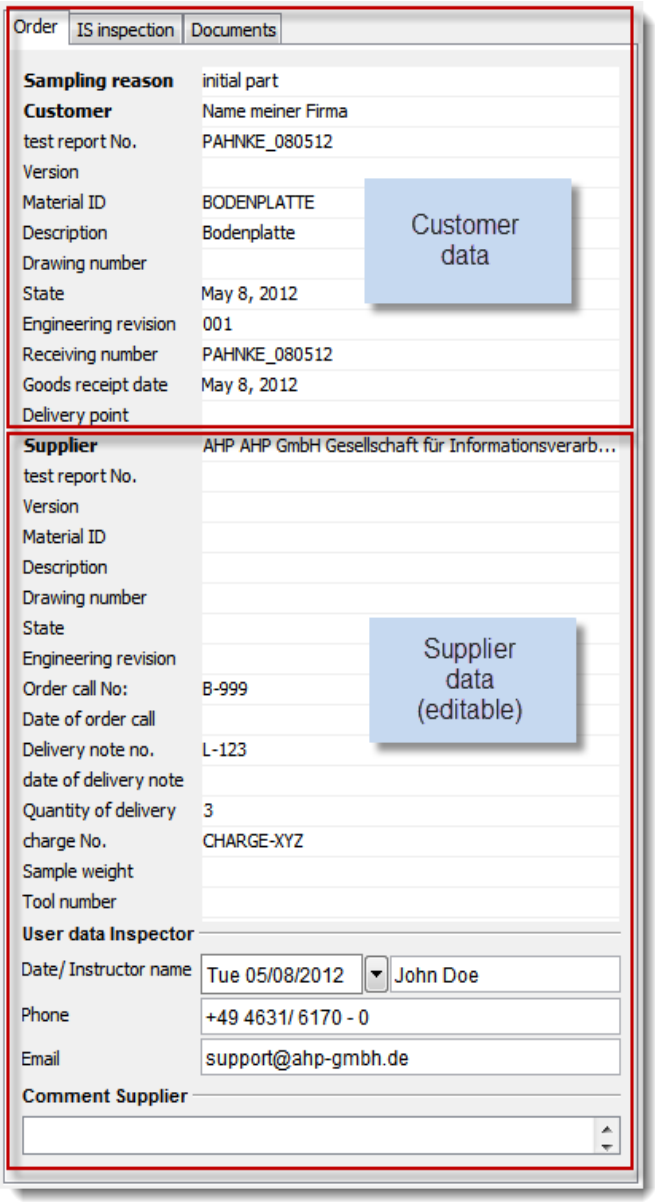

Figure 2: 'Order' *tab*

2.3 *IS inspection* tab

The *IS inspection* tab is the central element of the application. It is subdivided into four further sections:

- *Order*

  Displays the order which has been uploaded for the current inspection and the equipment to be used for this inspection.

- *Equipment*

  Indicates the equipment used for each selected characteristic due to be carried out as part of the inspection. The inspector can also enter any of his/her own equipment used during testing for each individual characteristic.

  The user's own equipment list is stored locally on the computer for future use and is also saved within the IQZ file. The equipment will, therefore, also be available on other computers that are being used to make further adjustments to the same IQZ file. All equipment available in the IQZ file is automatically synchronised with the local memory.

- *Characteristics*

  All characteristics to be tested are displayed as a table for all the relevant item parts within the 'Characteristics' section. This is where the reported measured values are to be entered (for more information, see chapter '3.3 ENTERING MEASURED VALUES').

- *Additional information*

  This section can be used to enter any additional information regarding a characteristic. The first line always displays the test item currently selected and the corresponding characteristic which relates to the additional information being entered. The inspector can add a comment or save pictures for each individual characteristic. In addition, the tolerance class (if applicable) will also be displayed for the selected characteristic.

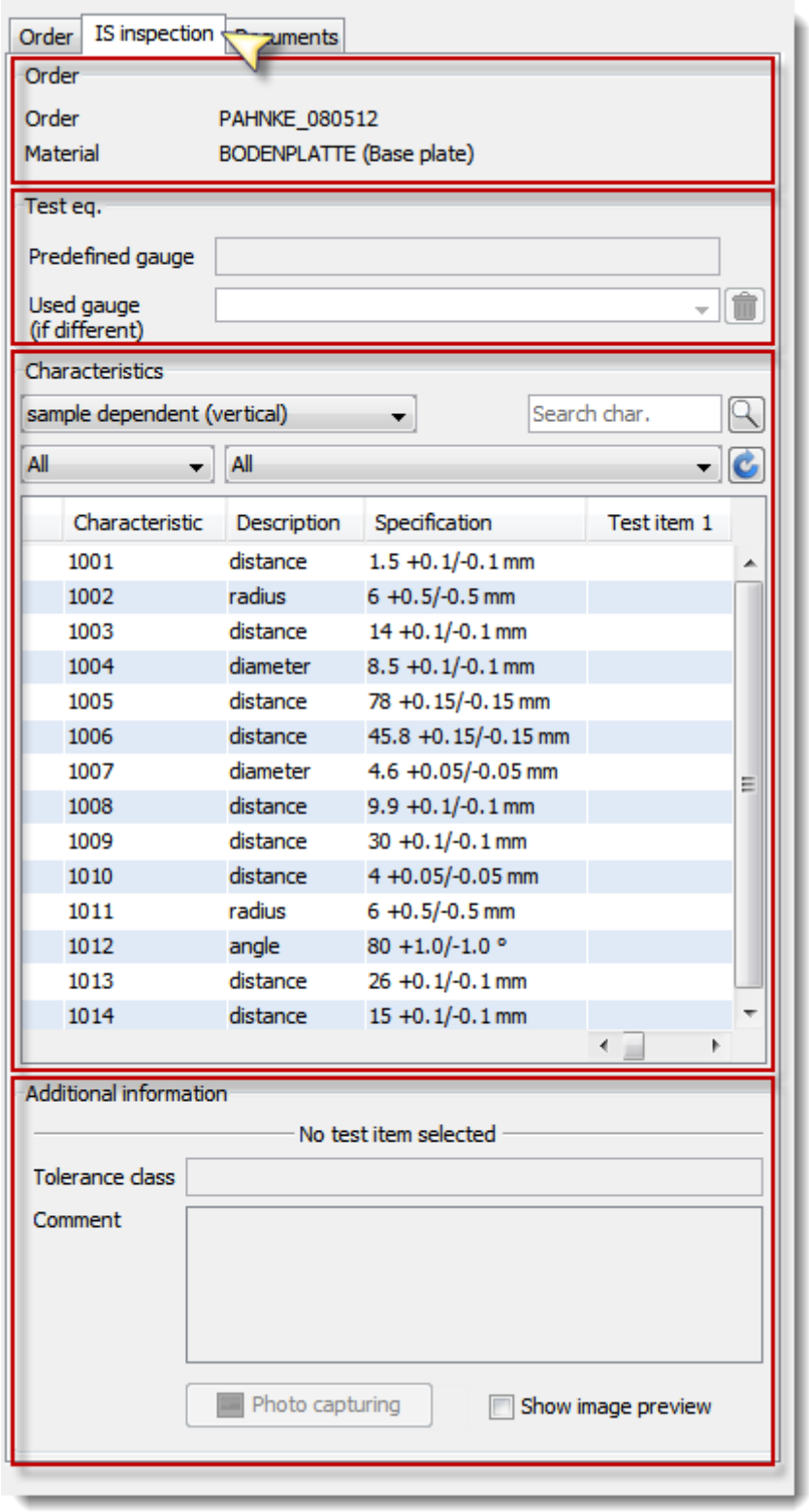

Figure 3: 'IS inspection' *tab*

2.4 *Documents* tab

The *Reports*-Section within the *Documents* tab lists all documents which are provided with the IQZ file and which are required for the creation of an automated Word report. These are pre-prepared Word templates provided by the customer. If required, the software can use these templates (e.g. upon test completion) to automatically generate a test report (system requirement: Microsoft Word Version 2003 or higher). These reports can then be printed or saved independently of the IQZ file.

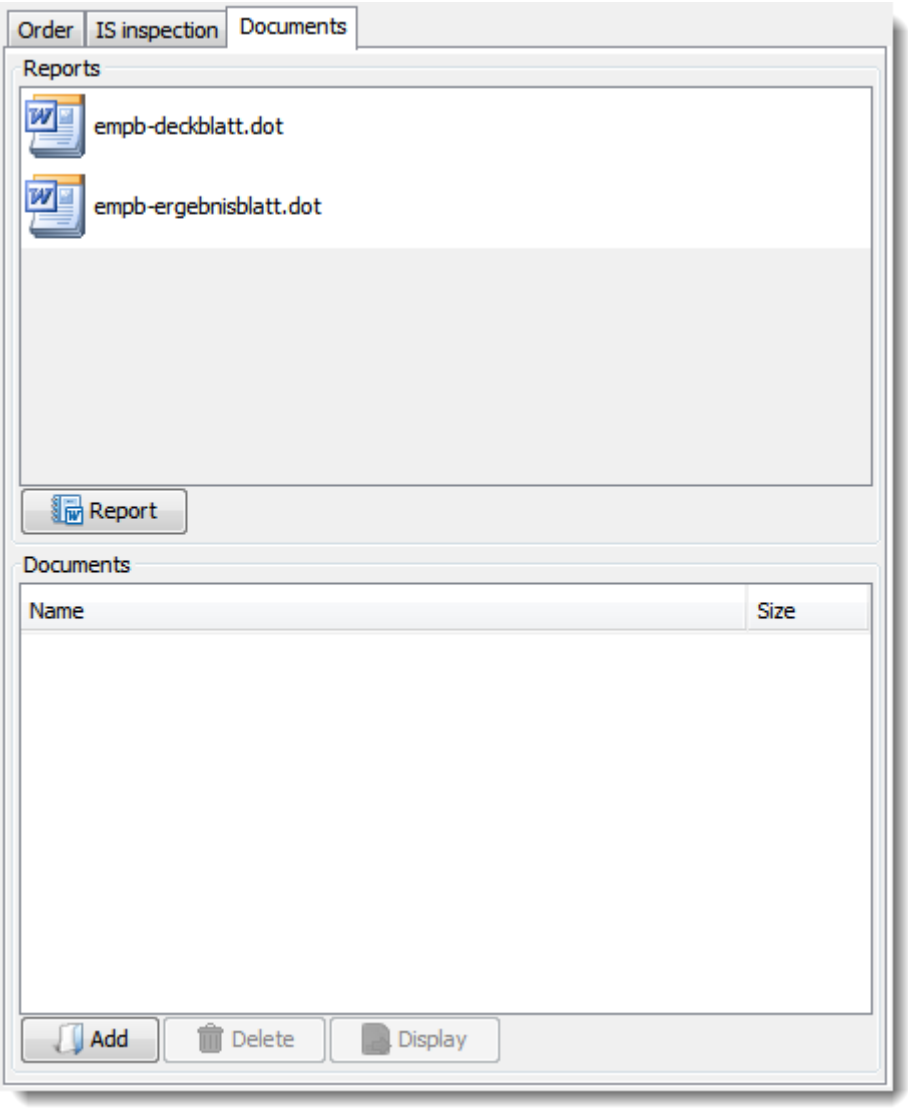

Figure 4: 'Documents' *tab*

The Documents-Section provides the possibility to append different documents to the measurement task.

The Button *Add* is used for inserting new documents (e.g. Word, Excel, PDF) to the current measurement task. All inserted documents are shown in the documents-list and could be viewed or opened any time.

You can directly add new documents to the list via drag and drop from the file-system. Simply drag a file from a folder of your operating system into the documents-list of iQ-EMP/AUTARK, after you drop the file it will be appended to the list.

Each document which was added to the measurement task will be passed along with the measurement results when reporting back to the central system. All Documents are available to the customer for disposal.

If a document should be removed from the measurement task, this could be done by selecting this document in the list, afterwards press the button *Delete.* This will remove the document from the measurement task.

To view a document which is contained in the list, it must be selected and the button *Display* has to be pressed. The document will be opened with the registered application for this document-type.

2.5 Measurement task diagram

A stamped CAD diagram is provided with the IQZ file and displayed in the right-hand side of the application once the file has been loaded. All of the characteristics stamped into the diagram can be found in the characteristics table contained in the *IS inspection* tab. Each characteristic currently being edited is simultaneously highlighted within the diagram and displayed. It is possible to interact with the diagram (more information can be found in CHAPTER 4 and subsequent chapters).

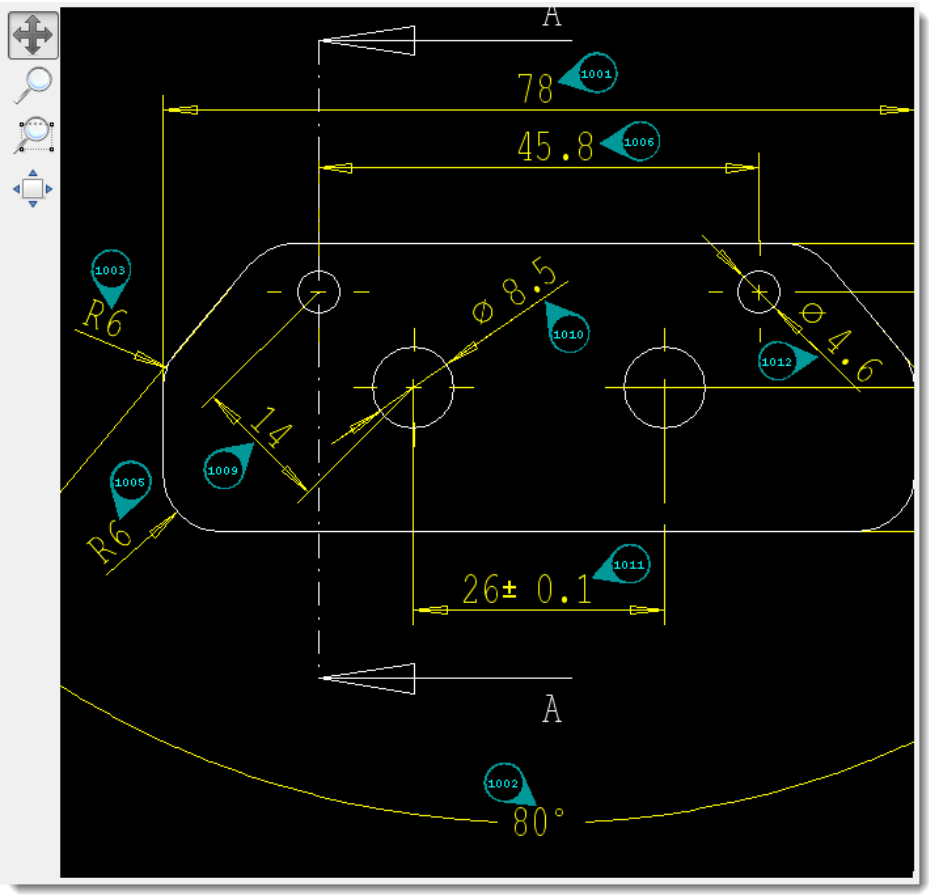

Figure 5: Test-related CAD diagram

3 Processing a measurement task

This chapter outlines the procedure needed for processing a pending measurement task using iQ-EMP/AUTARK.

3.1 Reading the IQZ file

A measurement task is provided to the inspector in the form of an IQZ file. This file contains all the data which are relevant both for the measurement task and required for this task to be completed. The IQZ file serves as an exchange medium between the supplier and the customer.

The IQZ file is a means of transporting all relevant information for the respective measurement task. The content of the file can only be read and edited via the central system or by using iQ-EMP/AUTARK. The file is secured using an encryption algorithm, thus preventing third-party access.

In order to process the measurement task, it is necessary to first open the IQZ file. This can be done in two different ways:

- *Selection by double clicking on the IQZ file*

  It is possible to directly select the application before it is launched by double clicking on the IQZ file in the file system. IQZ files will remain linked to the application after installation. This means that the application will be launched automatically and the file is immediately opened and displayed.

- *Opening the application via the toolbar*

  Once the application has been launched, it is possible to access an IQZ file at any time via the toolbar by clicking on the symbol (first icon in the toolbar). A 'Select file' dialogue box appears where you can select the desired IQZ file. Once the file has been selected, it is opened and the data it contains are displayed.

To open recent IQZ-files, click the small arrow-button next to the open button. The popup menu which appears display a list of recent opened files. Select one of those files to open it directly.

3.2 Completion of order data

After the IQZ file has been loaded, the next step is to check the order data and complete any missing sections. All of the fields which can be supplemented/completed by the supplier can be edited - all other fields are locked for the user.

The inspector's user data will be initially populated by the system and should always be checked and amended if needed.

If required, the inspector can leave the customer a comment regarding the order in the respective comment field.

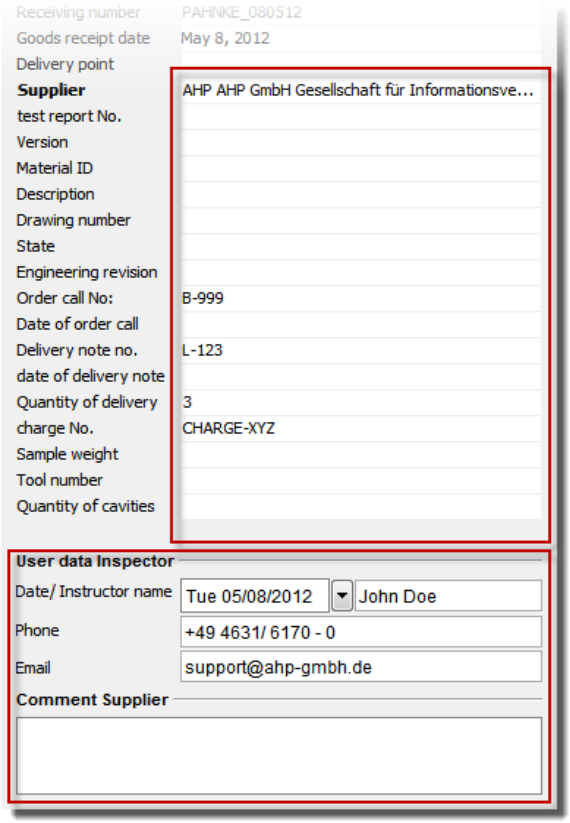

Figure 6: Supplier's order data

3.3 Input of measured values

It is possible to start adding the measured values to the individual characteristics as soon the measurement task (IQZ file) has been opened. However, before this step, it is necessary to first check the information contained in the *'Order'* tab regarding the inspector and complete any missing order data.

Measured values are entered into the table below the *IS-inspection* tab. Each row of the table represents a characteristic. If a measurement task contains multiple test items, each characteristic includes an extra column for each additional test item. Clicking on a cell in the table marks the characteristic and simultaneously displays it in the diagram. A green frame surrounding the cell shows which test item is currently selected (see figure). The test item belonging to the characteristic is displayed in the diagram in purple and will be centred to enable clearer depiction.

Characteristic	Description	Specification	Test item 1	Test item 2	Test item 3
1001	distance	1.5 +0.1/-0.1 mm			
1002	radius	6 +0.5/-0.5 mm			
1003	distance	14 +0.1/-0.1 mm			
1004	diameter	8.5 +0.1/-0.1 mm			
1005	distance	78 +0.15/-0.15 mm			
1006	distance	45.8 +0.15/-0.15 mm			

Figure 7: Adding a characteristic to a test item

The user can navigate through the table using the arrow keys on the keyboard or by selecting the individual cells with the mouse. Entering or changing a measured value at the position highlighted in green can be done simply by using the keyboard. The value is confirmed by subsequently pressing the enter key. If the characteristic in question is attributive, an alternative selection box is displayed which allows the user to select whether the value is *'OK'* or *'not OK'*. The user can use either the arrow keys or the mouse to select and confirm the desired option. After confirmation, the next characteristic to be checked is automatically selected.

In addition, the system also ascertains whether the measured value entered lies within the defined tolerance thresholds. If the value exceeds or does not meet this threshold, the measured value is highlighted in red and the associated stamp in the diagram is also marked in red. If the measured value lies within the tolerance boundaries, the figure is displayed as normal and the stamp in the diagram is marked green.

After a measured value has been entered for the first time, two new symbols appear in the table. These symbols are shown at two different places:

- Alongside the characteristic in the first column (symbol shows the status of a characteristic for all test items due to be processed)
- In the column heading of the relevant test item (symbol shows the status of all of a test subject's characteristics still to be checked)

The symbols show the status of the test and whether the tolerance thresholds have been met during the entire horizontal/vertical measurement. The following symbols may appear:

Partly checked 'OK'

The check has not been completed; however, all measured values that have been entered up until this point are within the tolerance thresholds.

Check completed 'OK'

The check has been completed and all measured values established are within the tolerance thresholds.

Partly checked 'Not OK'

The check has not been completed and at least one of the measured values is outside of the tolerance thresholds.

Check completed 'Not OK'

The check has been completed, but at least one of the measured values lies outside of the tolerance thresholds.

3.4 Establish checking order

The system provides a function for the simplification of the entry of measured values, in which the user can change the settings for the order of checks to be carried out. If a measured value is entered into any specific characteristic in the corresponding cell, the cell index will automatically jump to the next field after confirmation and thus the user can immediately begin entering the next value.

Setting the checking order allows the user to define whether the application automatically moves on to the next characteristic within a test item after a measured value has been entered (test item-linked check/vertical checking order) or whether the application moves to the next test item within the same characteristic (characteristic-linked check/horizontal checking order).

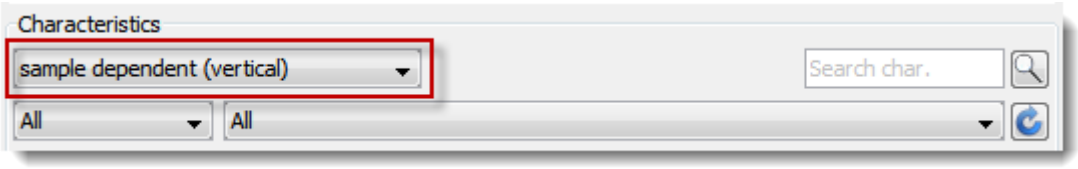

Figure 8: Establishing the checking order

3.5 Use of the import filter

Another way to add measured values to the table is by using the integrated import filter. The import filter makes it possible to automatically upload measured values from external-source measurement files (e.g. files from a 3D measurement device or other CSV files).

The import filter is the best method to use to transmit the results into the characteristics table (import) if the measurement results are already available in digital form. The import filter enables the user to prepare a variety of different files and to assign the measured values contained therein to a specific test object and its various characteristics.

The import filter can be selected by clicking on the symbol in the toolbar.

Another filter can also be applied to the table (chapter 3.6) before the import filter is initiated. It is also possible to exclusively edit the filtered characteristics in the import filter (or to continue working with all available characteristics)!

For a precise description of the functional range of the import filter, please see the iQ-Basis 'Import filter' instruction manual.

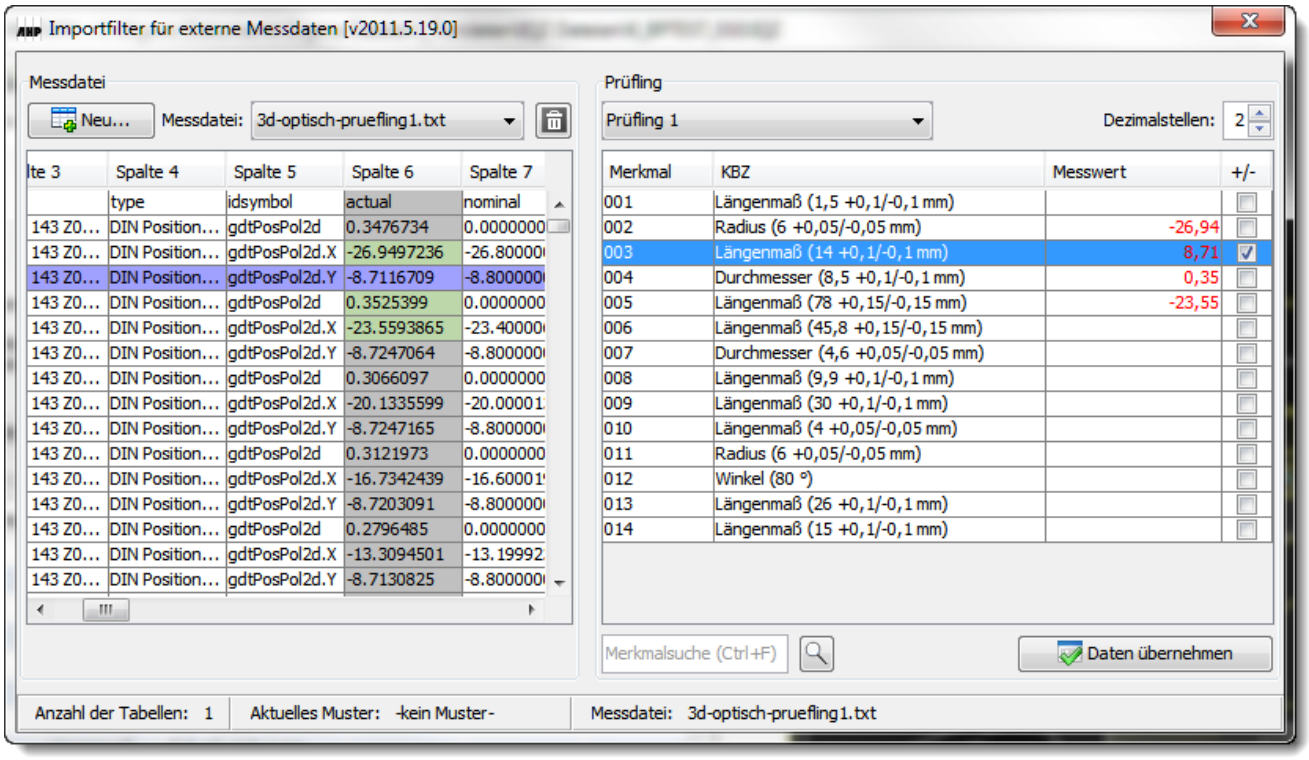

Figure 9: Using the import filter to transfer measured values

3.6 Filtering entries

Another function in iQ-EMP/AUTARK for entering measured values is the option of applying various filters to the characteristics table. Two different filter functions are available:

- *Status filter*

  The status filter allows the user to filter out those characteristics which do not correspond to the status currently selected. This means, for example, that all characteristics whose status still reads 'Not checked' will not be displayed. The user will thus only be able to see those characteristics which still need to be checked.

- *Characteristic filter*

  The characteristic filter is used for the filtering of certain characteristic criteria. With this filter it is possible to only display attributive characteristics, for example, or characteristics with a specific measurement size or those characteristics which require special test equipment for inspection.

Both filters can be combined to limit the amount of displayed characteristics and subsequently restrict the entered measured values to the absolute minimum number of essential characteristics. If a filter is used, only those characteristics which meet the filter criterion will be displayed in both the table and in the diagram. Filter settings can be reset by selecting 'All' in the filter.

The symbol refreshes a filter setting which has already been defined, i.e. if, for example, the filter is set as 'Not checked' and the user would still like to add additional measured values, the characteristics of these retrospectively added measured values will only be filtered once the filter setting has been refreshed.

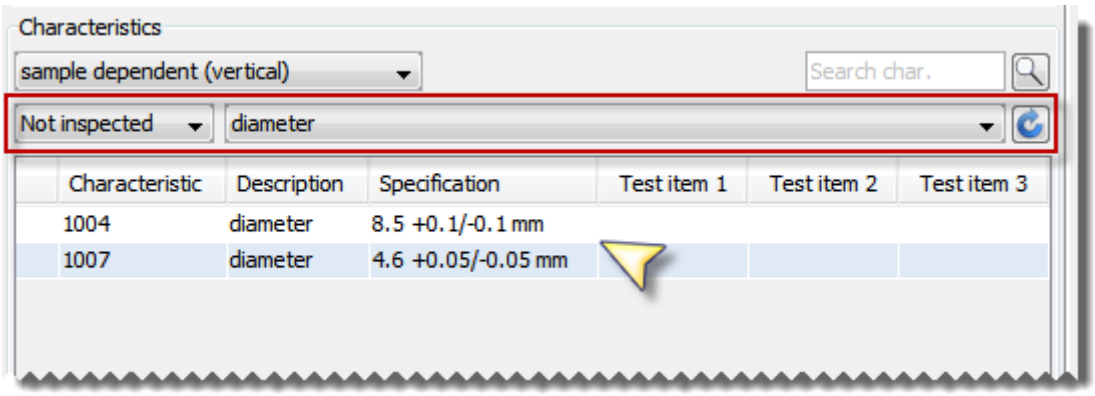

Figure 10: An applied table filter

3.7 Search for characteristics

An entry field which includes the text *Search characteristic* can be found above the characteristic table. The characteristic number can be entered into this field in order to search for the characteristic which corresponds to this number. The search is initiated by clicking on the icon located directly next to the input field or by simply pressing the 'Enter' key.

Once a matching characteristic is found, the application will jump automatically to the location of this characteristic within the table. Otherwise, the search term previously entered will be highlighted and a new search term can be directly entered by the user.

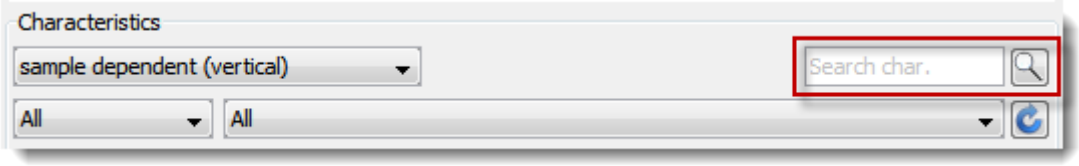

Figure 11: Searching for specific characteristics

3.8 Creating and deleting test equipment

Alongside the test equipment defined by the customer (contract-awarding party), this software also allows the user to add (their own) equipment used to test a certain characteristic. In order to add equipment to a characteristic, the user must first select the corresponding characteristic within the table. Equipment can then be added using the *Used gauge* field or by selecting an object from the predefined test equipment list.

If a new piece of equipment is added that is currently not on the list, it will be added to the list and automatically saved on the computer. It can then be used at a later date for either current or future measurement tasks.

To remove equipment that has already been assigned to a characteristic, you must first select the characteristic in the table and delete the text in the field *Used gauge* (highlight the entire text and then delete it by pressing the `DELETE` key on the keyboard).

The icon allows the user to delete test equipment from their own equipment list. The equipment selected in the *Used gauge* list will be deleted from the list after confirmation by the user. It

will also be deleted from all the characteristics used in this measurement task that were linked to this piece of equipment.

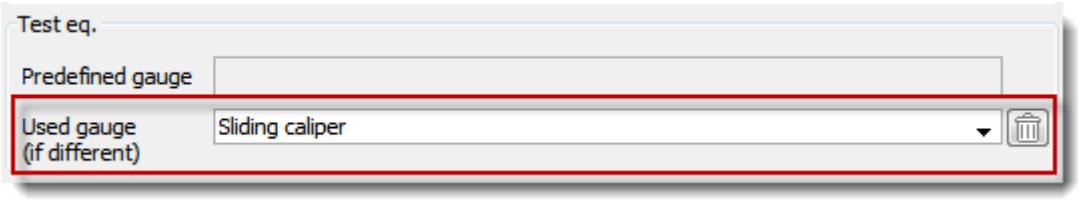

Figure 12: Adding individual test equipment to a characteristic

All newly created test equipment, as well as those already included in the list, are written to the IQZ file and synchronised with the PC. This means that the user's own test equipment is also available on other computers if further editing on the file is to be carried out elsewhere or if the file is to be sent to another location.

3.9 Creating a comment

If required, a comment can be created for each measured value that has been added to a test item characteristic (e.g. a short note explaining why a measured value lies outside of the tolerance threshold).

A comment can be added to a measured value by selecting the corresponding measured value and then writing a comment in the field marked *Comment* in the *Additional information* section. Once the comment has been added, the tab key can be used to return to the measured value in question or the mouse can be used to select another field.

The measured value, to which the comment has been assigned, is signified in the table by a small symbol which appears in front of the value. If the cursor is held over the cell containing the commented measured value, the comment is displayed in a tooltip (see figure). As a consequence, it is not necessary to select the row separately.

Existing comments can be changed or deleted at any time. (Deleting the contents of a comment field deletes any comments made on a specific measured value.)

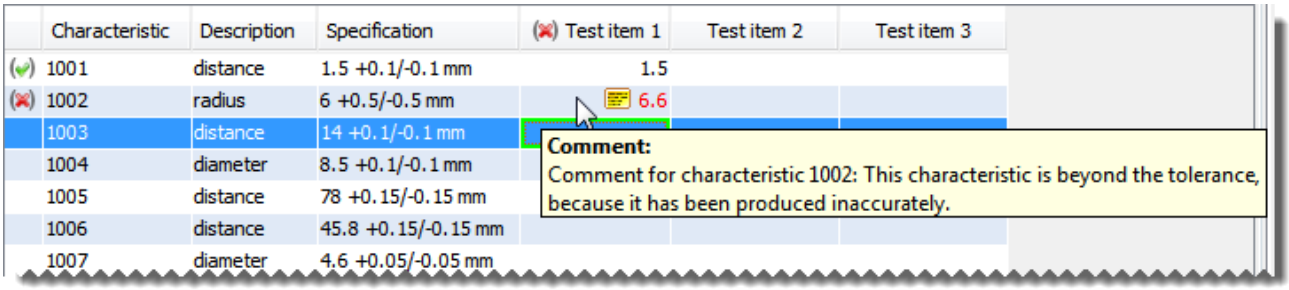

Figure 13: A measured value with a comment

3.10 Adding photos

As well as adding comments to individual measured values, one or more pictures can also be assigned to each characteristic.

Pictures can be added to a characteristic by selecting the characteristic in the table and then using the *'Add photo'* icon to begin the photo selection process. A new window will open which includes the necessary components for adding an image (see figure).

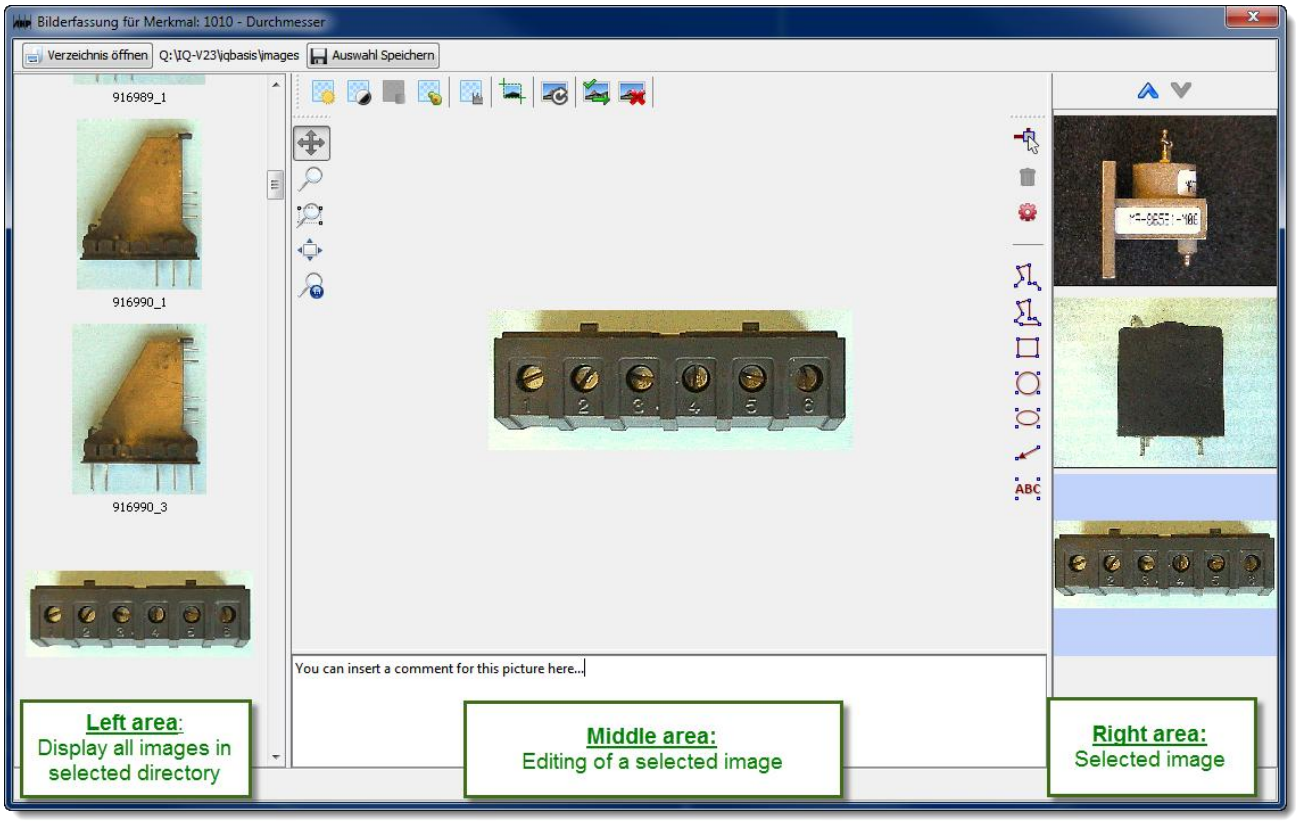

Figure 14: Window for adding an image to a characteristic

If the 'Add image' function is being used for the first time, it is necessary to first open the folder containing the images to be assigned to a specific characteristic. (The most recently selected folder will automatically be displayed the next time the function is selected.)

All image files from the selected folder will now be displayed on the left-hand side of the page. Click on an image to select it and it will subsequently be displayed in the middle of the screen. Once displayed, the image can be cropped or edited and additional information or in-picture information can be added.

Once all the desired information has been added to the image, the changes can be accepted by clicking on the icon on the right-hand side. The steps previously outlined for other pictures displayed in the left-hand section need to be repeated if you wish to add other images.

Click on the *Save changes* icon to assign the images now displayed in the right-hand side of the screen to a specific characteristic. Only then will all images displayed in the right-hand section be

saved to a specific characteristic and the image upload screen will close. The IQZ file will be automatically saved once the image upload has been completed.

A photo symbol will appear in front of the characteristic number in the table to indicate whether a characteristic has one or more images attached:

- Characteristic contains one image.
- Characteristic contains several images.

As soon as the image upload screen is opened for a characteristic that already contains images, these images will be immediately displayed on the right-hand side of the image upload window. Images can be deleted or added at any given time.

	Characteristic	Description	Specification	Test item 1	Test item 2	Test item 3
	1001	distance	1.5 +0.1/-0.1 mm	1.5	1.4	
	1002	radius	6 +0.5/-0.5 mm	6.6	6.05	6.0
	1003	distance	14 +0.1/-0.1 mm			
	1004	diameter	8.5 +0.1/-0.1 mm			

Figure 15: Characteristics with additional image material

The addition of several photos can cause the IQZ file size to expand rapidly, which can lead to the file being difficult to transfer. The maximum permitted file size is defined by the central system. If this threshold is exceeded, the user will receive a warning and should subsequently reduce the number or size of the added images in order to decrease the size of the file.

3.11 Display image preview

If the *Display image preview* control box is activated, a small preview window will be displayed alongside the comment text field. This preview box shows a miniature view of the images that have been assigned to the currently selected characteristic through the image upload function.
If a characteristic contains several images, slightly transparent icons will be displayed on the left and right edges of the image. Clicking on these icons allows the user to navigate through all available images for the selected characteristic.

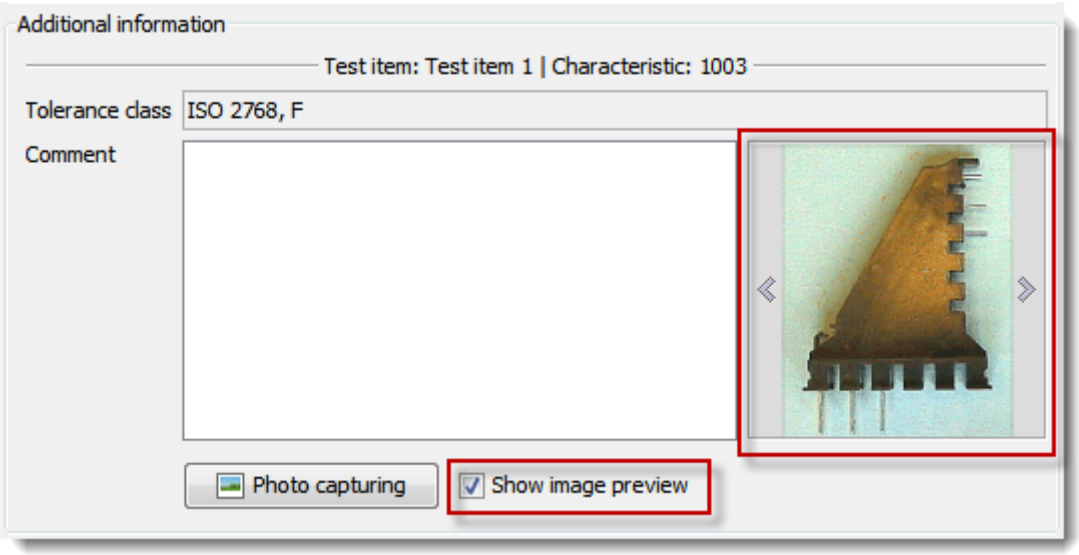

Figure 16: Activating the image preview for the current characteristic

4 Interacting with the diagram

The diagrams that correspond to the measurement task are always displayed on the right-hand side of the application. As soon as the user selects a characteristic from the table, the corresponding test item will be highlighted in the diagram and the screen view will shift to this section of the drawing. This makes it possible to quickly ascertain the position of a characteristic at any time.

You can use the mouse to interact with the diagram. The drawing can be adjusted and the size can be either increased or decreased as desired. In addition, the diagram always shows the current status of the characteristics:

- Red - if a characteristic has been checked and has been found to be outside the tolerance thresholds
- Green - if a characteristic has been checked and has been found to be within the tolerance thresholds
- Violet - if the characteristic is currently selected
- Cyan - used for all other unchecked characteristics

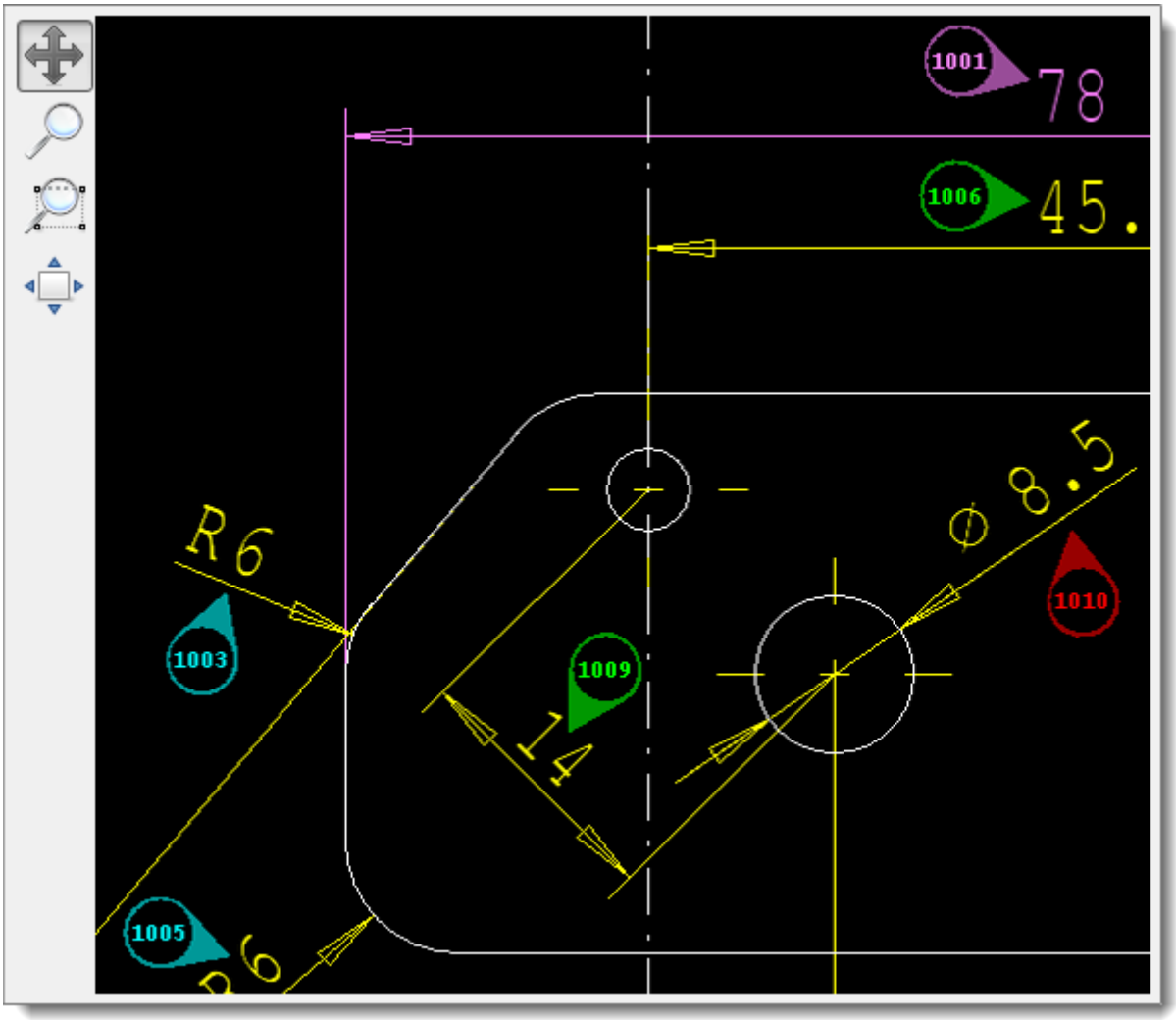

Figure 17: Diagram with various characteristics

4.1 Diagram toolbar

A vertical toolbar with four icons is located on the left-hand side of the diagram to help the user navigate through the drawing:

Adjust diagram

This setting is activated as standard. Once activated, this setting allows users to move the visible portion of the diagram in any direction by holding down the left mouse button. If, however, a user holds down the right mouse button and moves the mouse to the right or left, the diagram will either increase or decrease in size.

Zoom

When this icon is activated, the user can zoom in and out of the diagram by holding down the left mouse button and moving the mouse left or right. When holding down the right mouse button, the user can move the visible part of the diagram by moving the mouse in the appropriate direction.

Expand section

Click on this icon to expand a specific section of the diagram. This section must first be defined within the diagram by clicking on the left mouse button (the section to be expanded will then be marked with a red frame).

Show full size

Clicking on this icon displays the diagram in full size within the entire image section.

4.2 Select a characteristic in the diagram

All characteristics/test items displayed in the diagram can be selected using a double left-mouse click. Once a test item has been selected within the diagram, the corresponding characteristic will also automatically be selected in the corresponding characteristic table.

4.3 Print diagram

A diagram can be printed on any selected printer or saved as a PDF/JPG/TIFF file using the toolbar in the upper left section of the application.

A selection dialogue box appears which allows further setting options to be selected (printer or file settings), depending upon the chosen option.

5 Change language settings

iQ-EMP/AUTARK can be run in a number of languages. The flag symbol in the toolbar, which appears on the upper left part of the screen, shows the flag of the country whose language is currently in use. Click on the flag symbol to change the language settings.

A dialogue box opens displaying all of the available languages (the language currently selected is highlighted). Double click on the desired language to select it. The program then has to be restarted to activate the new language settings.

Figure 18: Dialogue box for language selection

New language packs, or changes made to existing language packs, will be saved in the central system as part of the IQZ file once the file is created. Language packs are automatically updated when the IQZ file is loaded in the iQ-EMP/AUTARK application. This means that new language packs for additional languages can be easily allocated.

5.1 Integrate your own language pack

The application's multilingual function is automatically controlled via the central system's allocation of IQZ files. New language packs are created in the central system and saved as part of an IQZ file. When an IQZ file is opened in iQ-EMP/AUTARK, any new language packs are automatically loaded and saved on the system. The packs can then be accessed by the application.

However, it is also possible for the user to define his/her own language packs independently of the central system so that the interface can also be operated in this language.

In the application data folder (with Windows 7: `C:\USERS\[USER NAME]\ APPDATA\ ROAMING\` with Windows XP: `C:\DOCUMENTS AND SETTINGS\ [USER NAME]\ APPLICATION FILES)` , in the `AHP` folder, there is a subfolder entitled `LANGUAGES`. This folder contains all of the language packs that are available for the application (`*.PROPERTIES` files).

Two different but identically structured files are included in this folder for each language:

- `STRINGS_[COUNTRY CODE].PROPERTIES`
- `WORD_STRINGS_[COUNTRY CODE].PROPERTIES`

The content of the file can be opened using a text editor. Keywords and their corresponding translations can be found within the file as: `[KEY]=[TRANSLATION]`.

Translations within the file can now be replaced with translations from any other selected language. The file must then be saved under a new file name and the country code within the file name must be replaced with the country code of the translated language (language codes must adhere to the ISO 639-1 standard, e.g. 'de' for German or 'it' for Italian).

Newly created files must be saved in the same folder as the files currently available (it is only necessary to change the country code). New languages can be accessed by the application once it has been restarted and can be set using the language setting options (see previous paragraph).

6 Creating a Word report

iQ-EMP/AUTARK includes a function that enables the processed measurement task data to be used for the creation of a report in Microsoft Word format which details the measurement results (minimum system requirements: Microsoft Word 2003 Version).

Templates for possible report designs are provided by the central system as part of the IQZ file and can be accessed once the file has been opened.

The templates necessary for creating the report can be found in the *Documents* tab. A report can be generated by double clicking on any template contained in the list. iQ-EMP/AUTARK will then process all previously entered measured values and report data and use them to create a new Word report. Once completed, this file can subsequently be edited, saved or printed.

At present, two different types of reports are supported:

- *'Result sheet' report*

  This type of report generates a first draft data sheet for all completed measured values, giving an overview of all the measurement results and entering them into a template predefined by the customer.
- *'Cover sheet' report*

  The cover sheet is created using the quality control plan data and the *Order* tab. It can precede the result sheet. It contains supplier/customer data as well as information relating to the test object.

7 Terminating the measurement task

Once all measured values have been entered into the table below the *IS inspection* tab, thus completing the measurement task, the file must be sent back to the customer.

Upon completion of the measurement task, the user has the option of saving the uploaded files by

- overwriting the existing IQZ file or
- saving the data in a new IQZ file under another file name.

Once the data have been saved, the IQZ file should be transferred to the customer. This can be done via e-mail or by uploading the file to the portal.

The IQZ file is securely encrypted and cannot be read by unauthorised third parties when sent via the internet. The file can only be opened through the central system or by using iQ-EMP/AUTARK.

Furthermore, the user also has the option of creating a report in Word format containing the entered measured values. This report can be either saved or printed to be kept on file (see CHAPTER 6).