

## Work instruction Create Initial sample test report

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### 1. Download and open the file

fPW (fischer Prozess Welt) or

Website: <https://www.fischer.group/de-de/ueber-fischer/lieferanten/kooperation> -->


Downloads

### 2. Saving the file




### 3. Fill in the sheet "Deckblatt- cover sheet":


These fields must be completed by the inspector


Select accordingly using the drop-down menu.

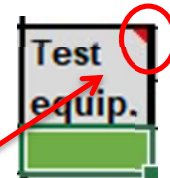
Fixing systems				Final result: <span style="background-color: yellow; display: inline-block; width: 40px; height: 20px;"></span>
Test report		English <input type="button" value="or"/>		fischer article no. <span style="background-color: yellow; display: inline-block; width: 40px; height: 20px;"></span>
Supplier	<span style="background-color: yellow; display: inline-block; width: 100px; height: 20px;"></span>	Customer:	fischerwerke GmbH & Co. KG	
Address:	<span style="background-color: yellow; display: inline-block; width: 100px; height: 20px;"></span>	Address:	Klaus-Fischer-Straße 1 72178 Waldachtal-Tümlingen	
Order-/project no.		Confirmation customer		
(Raw) Material		Dept.: Name:		
Date of delivery				
Number samples				
Number tested				
Drawing no.				
Drawing index/date				
Status in SAP-PLM				
Toolnumber				
Subjectnumber				
Sampletest supplier				
Confirmation supplier (only extern)		Confirmation customer		
Name:		Name:		
Dept.:		Dept.:		
Phone:		Phone:		
E-mail:		E-mail:		
Date:		Date:		
Signature		Signature		
Sampling reason				
<input type="checkbox"/> First-Off <input type="checkbox"/> Re-sampling <input type="checkbox"/> Cover sheet sampling <input type="checkbox"/> Product modification <input type="checkbox"/> Production relocation <input type="checkbox"/> Modification of the production process <input type="checkbox"/> Longer interruption the production <input type="checkbox"/> New sub-supplier <input type="checkbox"/> Dimensional report				
Attachment				
<input type="checkbox"/> Maßbericht-Dimension report <input type="checkbox"/> Überprüfung-Review fischer <input type="checkbox"/> Drawing <input type="checkbox"/> Materialtest <input type="checkbox"/> Product data sheet <input type="checkbox"/> Proof of process qualification <input type="checkbox"/> Proof of test equipment qualification <input type="checkbox"/> Others (Information, ...)				
drawing notes				
<span style="background-color: yellow; display: inline-block; width: 100%; height: 40px;"></span>				

#### 4. Fill in the sheet "Maßbericht-Dimension report" + "Überprüfung-Review fischer"

-  These fields must be completed by the inspector
-  Select accordingly using the drop-down menu.
-  Are filled in automatically

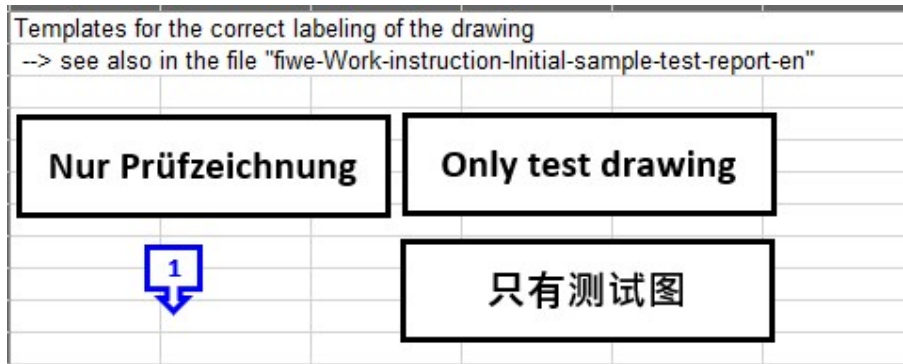
Fixing systems										fischer 		
Test report for					fischer article no.							
Drawing no.		Drawing index/date		Supplier		Order-/project no.						
Test by:		Test date:		Checked by:		Check date:						
No.	Test characteristic	Cat no.	drawing notes (Specified text)	Specified value min max		Actual values min max		Result	Test equip.	Actual values 1 2 3		
01												
02		1	2					4	5			
03												
04												
05												
06												
Remarks												
7												

- 1** → **Cat. No.:** Select the number of the inspection characteristic from the "Catalogue-Catalogue" tab from line 178 / column A and enter or select it in the "Cat. no." column.  
From line 163, another inspection characteristic + inspection equipment can also be defined.
- 2** → **Drawing notes:** If necessary, enter drawing notes or target texts for the inspection characteristic here.
- 3** → **Specified value:** In the "Min." column, the nominal value minus the lower tolerance is entered.  
In the "Max." column, the nominal value plus the upper tolerance is entered.  
If only a minimum value exists, this is entered in the "Min." column, an "x" must be entered in the "Max." column.  
If only one maximum value exists, the value is entered in the "Max." column, the "Min." column can remain empty.  
For attributive inspection characteristics, "Min." and "Max." remain empty.
- 4** → **Test equipment and Abr.:** This field is filled automatically.  
It is also possible to define test equipment and test equipment abbreviations yourself.  
Test equipment and test equipment abbreviations can be found in the commentary.   
If the test equipment is not available in the list, please follow these steps:
- open the tab "Catalogue-Catalogue" and enter the abbreviation and the exact designation in line 62 column H and I
  - go back into the document and enter the abbreviation.
- 5** → **Actual values:** Enter the measured actual values here  
For attributive characteristics, you must enter "ok" or "not ok"
- 6** → **Result:** Select the results in the following
- 7** → **Remarks:** All differences to the default can be entered here.



## 5. Fill in the sheet: "Zeichnung-Drawing":

On this spreadsheet the drawing is inserted e.g. in pdf format.



Select cell A1 and insert the drawing.

Select the drawing and press the right mouse button.

Sequence → In the background.

"Only Test Drawing" is placed in a free area in the drawing.

Depending on the number of inspection characteristics, copy the arrow, place the arrows on the corresponding inspection characteristics and number them consecutively (from left to right, from top to bottom).

For initial sampling, all test characteristics, except those in brackets, must be measured.

## 6. Fill in the sheet "Information":

Here additional information e.g. pictures etc. can be placed.

For additional information, e.g. material tests, etc., a new spreadsheet should be inserted.