



Inspec User Guide

ver. 2018-May

Examples, Scenarios and Exercises

Forms

Simple Form Example:



ACME Electronics Company Quality Assurance Form – Solder Joints Defects

Employee Name_____

Employee #

Work Station

Date of Inspection

SAMPLES OF	PART
1,000 SOLDER JOINTS	
COLD SOLDER	////
NO SOLDER IN HOLE	THE
GRAINY SOLDER	THE
HOLE NOT PLATED	THE
MASK NOT PROPERLY INSTALLED	THE
PAD LIFTED	1

To create a copy of this physical form in Inspec open forms designer from the maintenances slide-out and

selecting <Forms Designer>.

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Once forms designer is open, toggle the <New Form> drop-down on the menu bar and select <Create Empty>.

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Give your form the desired name that represents its function.

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Upon naming the form the designer page will be brought up and controls for the creation of the form will be present across the menu bar and in the main field.

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Select the desired controls for the form being built. These controls functions can be read about in the Forms Designer section of this document.

For this form two columns will be required. One for context data, this would include items like employee name, number, date of inspection, and work station. However, we will only create a control for the workstation because date/time and employee data will automatically be represented by Inspec. The second column will represent specific sample data, in this example solder defects.

To create these columns specify the number of columns desired next to the columns icon in the menu bar.

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Now that the required columns are present, name them to specify their function or representation. Columns can be used to organize different types of information or to draw a users attention in a path to control workflow. Naming columns is simple, just highlight the "Column #" text and type over it with the desired text.

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Now that the columns have been named controls can be added. To begin adding controls select the <Add New> button in either column. For this form we will add a text control under the "Context Data" for the work station information. With any control once <Add New> is selected a legend pop-up will populate, fill in the desired control name that will inform a user of what information is required for that field.

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Once the control has been named and saved, a variety of settings for that control can be set. To cover the basics in this section, for the control the type of control can be set with the "Type" drop-down and the number of lines for this specific control can be set.

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Work Station Work Station	No	Controls		Name	WorkStation	n
				Туре	Text	•
Add New Copy "Work Station "		Copy Work Station		Legend	Work Statio	'n
				Short Legend		
				Display Roles	Role Name.	
				Control Groups		•
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				Allow Inlining	Enable	Disabled
				Multiline	Enable	Disabled
				Number of lines	2	
				Placeholder		

Moving on to the Solder Defects/ Sample Data column, a label control will be used to mimic the original forms "Sample of 1000 Solder Joints" and "Part Number" labels. Select <label> in the control type drop-down.



To create text in the subheading section of the label control enter the desired subheading in the text field on the control settings.

Add New Copy "Sample of 1000 S	Legend	Sample of 10	000 Solder Join
	Short Legend		
	Display Roles	Role Name	
	Control Groups		•
	Color	White (Defa	ult) 👻
	Allow Inlining	Enabled	Disable
	Static text	Enable	Disabled
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The next control on this form will be a numeric to represent the part number of the defected cold solder joint, represented on the original form. Like the previous controls, select <Add New> and define the control as a <Numeric> in the type drop-down menu.

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Context Data	Solder Defects	- Control Setti	ngs 🛱
Work Station	Sample of 1000 Solder Joints Part Number	Name	ColdSolder
	Cold Solder Cold Solder -/+	Туре	Numeric • Dynamic Control •
Add New Copy "Cold Solder"		Legend	Include Form
	Add New Copy "Cold Solder "	Short Legend	Label
		Display Poles	List
		Display Noies	Numeric
		Control Groups	Pass/Fail
		Color	White (Default)
		Specification/Scores	Enable Disabled
		Show Spec Popup	Enable Disabled
		Allow Inlining	Enable Disabled
		Placeholder	

With numeric controls you can define the precision of the decimal place to allow a certain number of characters to be input. These controls are set to a precision of 2 by default. For this form the precision will be hanged to 6, as 6 characters in the maximum allowed by this control.

	Legend	Cold Solder	1
Add New Copy "Cold Solder "	Short Legend		
	Display Roles	Role Name	.
	Control Groups		•
	Color	White (Defa	ault) 👻
	Specification/Scores	Enable	Disabled
	Show Spec Popup	Enable	Disabled
	Allow Inlining	Enable	Disabled
	Placeholder		
	Precision	6	\$
	Default Value		
	Minimum Value	No Minimum	
	Maximum Value	No Maximum	
	Capture Expression	capture	
	Mandatory	Enable	Disabled

The rest of the controls in this form will be the same numerics as the "Cold Solder" control. Rather than creating each control from scratch we can copy an existing control, in this case "Cold Solder" and simply change the name of the control to represent different data. This is done by selecting the control you wish to copy and selecting <Copy "*Control Name*">. When prompted with a name field input the value desired.

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Work Station	Sample of 1000 Solder Joints Part Number	Name	ColdSolder
	Cold Solder Cold Solder	+ Type	Numeric •
Add New Copy "Cold Solder "		Legend	Cold Solder
	Add New Copy "Cold Solder "	Short Legend	
		Display Roles	Role Name •
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		Specification/Scores	Enable Disabled
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Work Station	No solder in Hole			Name	ColdSolder
		OK CANCEL	-/+	Туре	Numeric •
Add New Copy "Cold Solder "				Legend	Cold Solder
	Add New Copy "Cold S	Solder "		Short Legend	
				Display Roles	Role Name
				Control Groups	•
				Color	White (Default) +
				Specification/Scores	Enable Disabled
				Show Spec Popup	Enable Disabled
				Allow Inlining	Enable Disabled
				Placeholder	

At this point our next control is a clone of the first only with a different name. With this form the remaining controls will be clones of each other, so the steps will be repeated.

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Context Data	Solder Defects	🛍 📃 — Control Sett	ings 🛱
Work Station	Sample of 1000 Solder Joints Part Number	Name	NoSolderinHole
	Cold Solder Cold Solder	/+ Type	Numeric
Add New Copy "No Solder in Hole "	No Solder in Hole	Legend	No Solder in Hole
	No Solder in Hole	/ + Short Legend	
	Add New Copy "No Solder in Hole "	Display Roles	Role Name
		Control Groups	
		Color	White (Default)
		Specification/Scores	Enable Disabled
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	ок	CANCEL -/-	Туре	Numeric 👻
Add New Copy "No Solder in Hole "	No Solder in Hole		Legend	No Solder in Hole
	No Solder in Hole	- / +	Short Legend	
	Add New Copy "No Solder in Hole '		Display Roles	Role Name •
		-	Control Groups	•
			Color	White (Default) -
			Specification/Scores	Enable Disabled
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Context Data	Legend for new control		Control Setti	ings	Û
Work Station	Hole Not Plated Inrough		Name	GrainySolder	
	OK CANCEL	-/+	Туре	Numeric	*
Add New Copy "Grainy Solder "	No Solder in Hole		Legend	Grainy Solde	r
		-/+	Short Legend		
	Grainy Solder Grainy Solder	-/+	Display Roles		•
			Control Groups		*
	Add New Copy "Grainy Solder "		Color	White (Defau	ilt) 👻
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Work Station	OK CANCEL	-/+ Type	Numeric •
	No Solder in Hole No Solder in Hole	Legend -/+ Short Legend	Hole Not Plated Through
	Grainy Solder Grainy Solder	- / + Display Roles	Role Name
	Hole Not Plated Through Hole Not Plated Through	-/+ Color	White (Default)
	Add New Copy "Hole Not Plated T	Specification/Scores	Enable Disabled
		Show Spec Popup	Enable Disabled
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Work Station	Pad Lifted		Name	MaskNotProperlyInstalled
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		- / +	Short Legend	
	Grainy Solder Grainy Solder	-/+	Display Roles	Role Name •
	Hole Not Plated Through		Control Groups	
	Hole Not Plated Through	-/+	Color	White (Default) 🔹
	Mask Not Properly Installed	-/+	Specification/Scores	Enable Disabled
			Show Spec Popup	Enable Disabled
	Add New Copy "Mask Not Properl		Allow Inlining	Enable Disabled
			Placeholder	

Now that all of the controls have been created our form for this quality assurance check is complete.

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Work Station		Sample of 1000 Solde	er Joints			
Work Station		Cold Solder				
		Cold Solder				-/+
Add New Copy		No Solder in Hole				
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		Grainy Solder				
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Save all work and leave the forms designer.

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Context Data				Solder Defects		
Work Station		Sample of 1000 Solde	er Joints			
Work Station		Part Number				
		Cold Solder				
Add New Copy		Cold Solder				-/+
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		No Solder in Hole				-/+
		Grainy Solder				
		Grainy Solder				-/+
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		Mask Not Properly In	stalled			-/+
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Here is the finished user view of our form.

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								No Sol	der in Hole bider in Hole								-/+
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Group of Forms

Form with Actions

Form with Data Sources

Form with Workflow

Reports

Simple Report

Drill-Down Report

Ad-Hoc Report

Formatted (Design) Report

Dashboard Report