

Set Custom Revision Numbers (Per Stage)

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Custom revision values can be set for each stage on any given stage list to suit your company's process and/or your customer's requirements. This custom value will define the **first** revision number, with subsequent revision numbers being set manually by users.

Set custom revision value

Setting a custom revision value can be done in the stage editing form (at the time of creation) or directly in the grid (after the stage has been created). To edit in the grid, do the following:

1. Click on the "Reset Rev #" box (directly in the grid) for the appropriate stage and choose "Reset to Custom Value."
2. Type the revision number value in the "Custom Value" column.
3. Once the custom revision values are set, click "Save" (bottom right).

The screenshot shows a software interface for 'Valve Project (0005678)' with a 'Stage Lists' dropdown menu. The main content area is titled 'Set Up / Stage Lists' and 'Stage Lists: IFA-IFC-IAB'. Below this is a table with columns: Tools, Order, Stage Abbr, Stage Name, Target, Reset Rev # (Omega), Custom Value, and Expect Document. The table contains three rows of stage data. A red box highlights the 'Reset Rev # (Omega)' column for the first row (IFA), and a dropdown menu is open showing options: 'Reset to Custom Value', 'Reset to Project Default', and 'Reset to Custom Value'. A red arrow labeled '1' points to the 'Reset to Custom Value' option in the dropdown. Another red arrow labeled '2' points to the 'A1' value in the 'Custom Value' column of the first row.

Tools	Order	Stage Abbr	Stage Name	Target	Reset Rev # (Omega)	Custom Value	Expect Document
	1	IFA	Issued for Approval	Customer	Reset to Custom Value	A1	<input checked="" type="checkbox"/>
	2	IFC	Issued for Construction	Sub-Supplier		B1	<input type="checkbox"/>
	3	IAB	Issued as Built	Customer		01	<input type="checkbox"/>

To edit in the form, do the following:

1. Open the revision settings drop-down and enable the "Reset Rev # [Supplier]" option.
2. Choose the "Custom value" option.
3. Enter the custom revision number value.

Add New Stage

Rev # (Omega) Settings

Reset Rev # (Omega)

Project default from main page

Custom value

Enter Value

Rev # (Omega) char



Example:

The following stage abbreviations, names, and revision formats are requested by the customer:

- Issued for Approval (IFA) - A1 (A2, A3...)
- Issued for Construction (IFC) - B1 (B2, B3...)
- Issued as Built (IAB) - 01 (02, 03...)

The document will begin in stage "IFA" with "A1" as the first revision number. Once stage "IFA" is completed, stage "IFC" will begin with "B1" as the first revision number. Once stage "IFC" is completed, Stage "IAB" will begin with "01" as the first revision number.