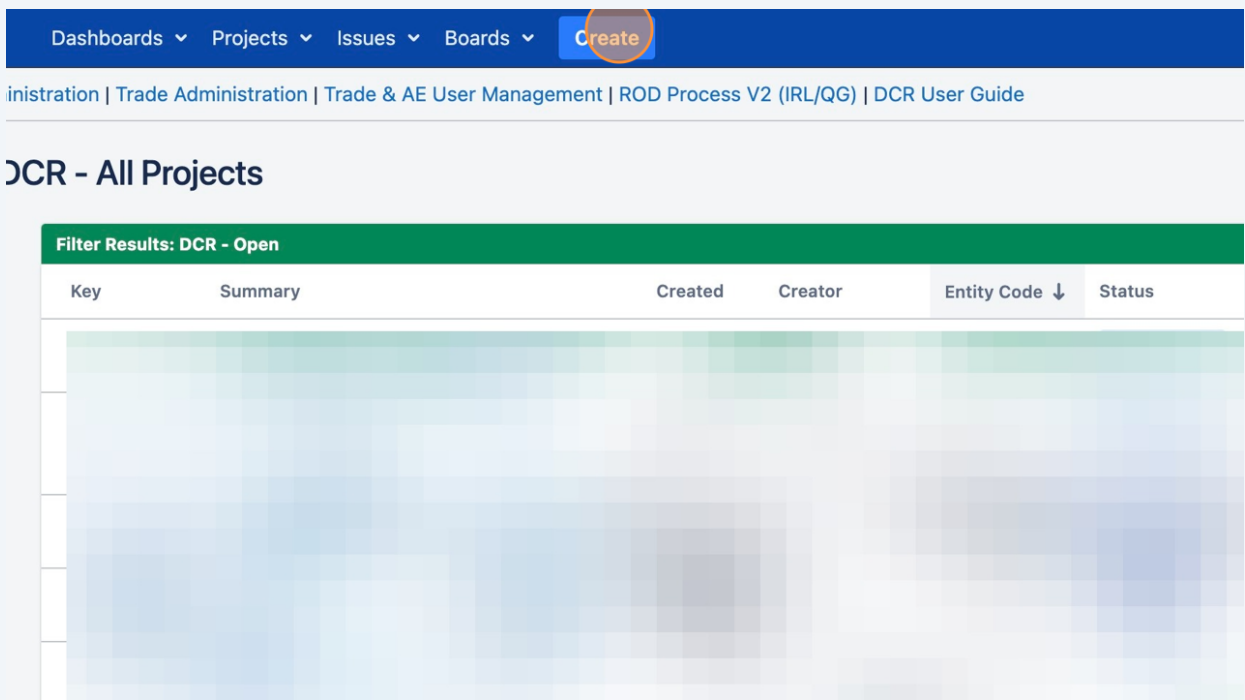


# How to Create a DCR in FCEConnect (Copy)

This is a User Guide for the Design Change Request (DCR). The Design Change Request [DCR] form is a change control management system for documenting all changes (Design or Layout) requested after completing the first design review. The Tool Owner typically submits it for the Design Manager's approval. Basesite has now transitioned the DCR Form from SharePoint to FCE Connect.

1 Navigate to <https://fceconnect.intel.com>

2 Click the "Create" button



### 3 Choose the project where you want to create the DCR

The screenshot shows the 'Create Issue' form with the 'Project' dropdown menu open. The dropdown menu is divided into three sections: 'Recent Projects', 'All Projects', and 'All Projects'. The 'Recent Projects' section lists 'Ireland (IRL)', 'RA-D1 (RAD1)', 'RP (RP)', 'Qiryat Gat (QG)', and 'Aloha (AFO)'. The 'All Projects' section lists 'Aloha (AFO)', 'Chandler (CHAN)', 'Default Template (DT)', 'Ireland (IRL)', and 'Penang (PEN)'. The 'Penang (PEN)' option is highlighted with an orange circle. The 'Issue Type' dropdown is also open, showing 'DAC' as the selected option, which is also highlighted with an orange circle.

projects

Results: DCR - Open

Summary

Create Issue

All fields marked with an asterisk (\*) are required

Project\* Penang (PEN)

Issue Type\* DAC

Field Tab Tool Details

Entity Code\*

Summary\*

Description\*

Recent Projects

- Ireland (IRL)
- RA-D1 (RAD1)
- RP (RP)
- Qiryat Gat (QG)
- Aloha (AFO)

All Projects

- Aloha (AFO)
- Chandler (CHAN)
- Default Template (DT)
- Ireland (IRL)
- Penang (PEN)

### 4 Select "DCR" as the Issue Type

The screenshot shows the 'Create Issue' form with the 'Issue Type' dropdown menu open. The dropdown menu lists 'DAC', 'ROD', 'DCR', and 'Request Access'. The 'DAC' option is highlighted with an orange circle. The 'Project' dropdown is also open, showing 'Ireland (IRL)' as the selected option, which is also highlighted with an orange circle. The 'Entity Code' field is empty with the placeholder text 'Type to search'. The 'Tool Details' section shows 'No results'. The 'Open DACs for this Tool ID' section shows 'None'. The 'AE Firm' section shows 'No results'. The 'Alt AE Firm' field is empty with the placeholder text 'Type to search'.

All Projects

Results: DCR - Open

Summary

1-23556 PLI203-2 DCR E  
UBR removal

22670 AVY703-2 DCR  
sheet update fr  
2)

24107 PED202-1 DCR  
layout (Impacts

24106 PED202-1 DCR  
layout (Impacts

24035 PED201-1 DCR  
Mech Schemati

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Results: DCR - For Review

Create Issue

All fields marked with an asterisk (\*) are required

Project\* Ireland (IRL)

Issue Type\* DAC

Field Tab Stakeholder

Entity Code Type to search

Tool Details No results

Open DACs for this Tool ID None

AE Firm No results

Alt AE Firm Type to search

Recent Projects

- Ireland (IRL)
- RA-D1 (RAD1)
- RP (RP)
- Qiryat Gat (QG)
- Aloha (AFO)

All Projects

- Aloha (AFO)
- Chandler (CHAN)
- Default Template (DT)
- Ireland (IRL)
- Penang (PEN)

## 5 Select an "Entity Code" from the list [mandatory]

The screenshot shows the 'Create Issue' form with the 'Issue Type' set to 'DCR'. The 'Field Tab' is selected, and the 'Entity Code' dropdown menu is open, displaying a list of codes. An orange circle highlights the 'AB643-1' option, which is also highlighted in blue in the list. The 'Summary' and 'Description' fields are empty.

Issue Type\* DCR

Field Tab Tool Details

Entity Code\* [Type to search]

Summary\* AB641-1

Description\* AB642-1

AB643-1

ACD701-1

ACD702-1

ACD703-1

ACD704-1

ACD705-1

ACD706-1

ACD707-1

ACD708-1

## 6 Provide a "Summary" and "Description" for the DCR [mandatory]

The screenshot shows the 'Create Issue' form with the 'Entity Code' set to 'AB643-1'. The 'Field Tab' is selected, and the 'Summary' and 'Description' fields are empty. An orange circle highlights the 'Summary' field. The 'Description' field has a rich text editor toolbar with options for Style, Bold, Italic, Underline, Text Color, Background Color, Link, Unlink, List, and Smileys.

Create Issue

Field Tab Tool Details

Entity Code\* AB643-1

Summary\*

Description\*

Style **B** *I* U A ^ ^ ^ ^ ^ ^ ^ ^ ^

7

Choose whether "GIT Scope" applies to this DCR [mandatory]  
GIT = Global Integration Team

The screenshot shows a form with several fields. At the top, there are two tabs: 'Visual' (selected) and 'Text'. Below these, the 'GIT Scope?' dropdown menu is open, showing 'None' as the selected option. A tooltip for 'GIT' is visible, stating 'GIT: Global Integration Team (Pre-assignment Change)'. Below this, the 'SYCCB\*' dropdown menu is also open, showing 'None' as the selected option. At the bottom, there is a search bar labeled 'Impacted Tools' with the placeholder text 'Type to search'. A checkbox is visible on the right side of the form.

8

Choose whether "SYCCB" applies to this DCR [mandatory]

The screenshot shows a form with several fields. At the top, there are two tabs: 'Visual' (selected) and 'Text'. Below these, the 'GIT Scope?' dropdown menu is open, showing 'No' as the selected option. A tooltip for 'GIT' is visible, stating 'GIT: Global Integration Team (Pre-assignment Change)'. Below this, the 'SYCCB\*' dropdown menu is also open, showing 'None' as the selected option. At the bottom, there is a search bar labeled 'Impacted Tools' with the placeholder text 'Type to search'. A checkbox is visible on the right side of the form.

9

All other fields are optional. For example, you can add tools that will be impacted by the creation of this DCR

The screenshot shows a software interface with a sidebar on the left containing a green header 'ts: DCR - For Review' and a 'Summary' button. The main area has tabs for 'Visual' and 'Text'. Below these are two dropdown menus: 'GIT Scope?' set to 'No' and 'SYCCB\*' set to 'No'. The 'SYCCB\*' dropdown has a tooltip that reads 'GIT: Global Integration Team (Pre-assignment Change)'. Below these is the 'Impacted Tools' section, which includes a search bar with the placeholder text 'Type to search'. A dropdown menu is open, showing a list of tool identifiers: AB641-1, AB642-1, AB643-1, ACD701-1, ACD702-1, ACD703-1, ACD704-1, and ACD705-1. The 'ACD702-1' item is highlighted with a blue background and an orange circle.

10

Click the "Create" button

The screenshot shows a form with several input fields. The first field is labeled 'ntation' and contains the text 'Acceleration'. The second field is labeled 'ate MS' and contains the text 'Pre Final Design Meeting'. The third field is labeled 'Cause tegory' and contains the text 'A/E Error/Omission'. Below these fields is a section labeled 'Users' with a search bar and a group icon. Below the search bar is the text 'Start typing to get a list of possible matches.' At the bottom of the form, there is a checkbox labeled 'Create another', a blue button labeled 'Create' with an orange circle around it, and a 'Cancel' button. The 'Create' button is highlighted with an orange circle.

11 Click on the generated link to view the newly created DCR

