


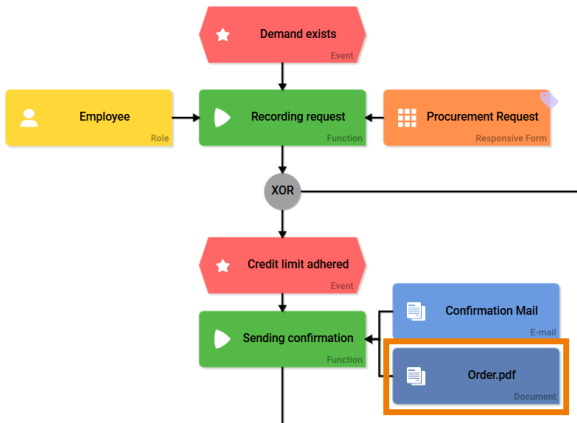


Document

The Element Document

Element	 <div>Document</div> <div>Document</div>
Function	<p>The element Document assists with documentation of a model. You can save free text or upload a document into the element.</p> <div> In connection with an e-mail element, the document can be used to send e-mail attachments. For further information please see page Dispatch of E-Mail Attachments.</div>
Connection	<p>Predecessor: None Successor: All EPC elements</p>
Example Structuring Element	<p>The Document Procurement Process Documentation shall capture the entire procurement process in writing - it is therefore not connected to any of the other elements.</p> 
Example EPC Element	<p>The Document Order.pdf shall be sent as an e-mail attachment. Along with the element Confirmation Mail, the Document element is therefore connected to the Function Sending confirmation.</p> 

On this Page:


- [The Element Document](#)
 - [Configuration Options](#)
 - [Editor](#)
 - [Write Text](#)



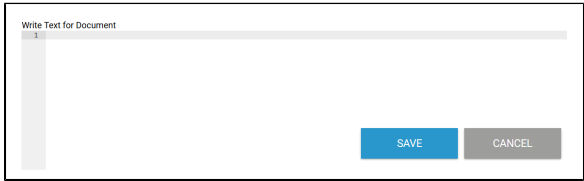






Related Pages:

- [Modeling Processes](#)
 - [Dispatch of E-Mail Attachments](#)

Configuration Options

Edit the element via the **Edit Sidebar**.

<div>Name</div> <div>Document</div> <div></div>	<div>Name</div> <div>Name of the element within modeling.</div>
<div>ID</div> <div>rp02727f33-b7cf-40ef-886e-b4da441295ff</div>	<div>ID ()</div> <div>The read-only field contains the model ID of the element. Designers can example in the search to link the element in other models.</div>
<div>Description</div> <div></div>	<div>Description</div> <div>A commentary field for the modeler. Its content is invisible to users and internal documentation.</div>
<div>Hashtags</div> <div></div>	<div>Hashtags</div> <div>Possibility to insert your own key terms . The leading hashtag sign # (h inserted automatically.</div> <div>Use the spacebar to insert multiple hashtags:</div> <div>Hashtags</div> <div>#Procurement #ACME</div> <div>One hashtag may be issued for multiple elements:</div> <div><div>Irene Adler ACME Corp.</div><div>#Procure </div><div>Drop-down Field: #Procurement</div><div>Department</div><div>Input Field: #Procurement</div><div>Name</div><div>Responsive Form: #Procurement #ACME</div><div>Procurement Request</div><div>EPC Model: #Procurement</div><div>ACME Procurement</div></div>

<p>Empty:</p> <p>Write Text </p> <p>Containing Content:</p> <p>Write Text </p>	<p>Write Text</p> <p>Click on the gear wheel to open an editor and enter your text:</p> <div data-bbox="873 228 1453 407">  </div> <p>The color of the gear wheel shows, whether an element is empty (light grey) has already been saved (dark grey).</p>
<p>File Upload</p> <div data-bbox="167 548 678 583">  </div>	<p>Upload File</p> <div data-bbox="1019 554 1052 588">  </div> <p>Use the button  to upload a document into the element (BPaaS 1 on the EPC element allows downloading the saved document.</p>
<p>Editor Write Text</p>	
<div data-bbox="157 699 557 825">  </div>	<p>Use the Save button in the pop-up window to save changes.</p>
<div data-bbox="157 850 557 976">  </div>	<p>You can leave the pop-up window via the Cancel button.</p> <div data-bbox="878 919 1495 999">  <p>Caution: In that case, changes will not be saved!</p> </div>